



Council Meeting

AGENDA

Tuesday, June 08, 2021

6:00 PM

City Hall

I. CALL TO ORDER

1. **Invocation**
2. **Roll Call**
3. **Approval of Agenda**
4. **Approval of Consent Agenda**
 - a. May 4, 2021 Council Minutes
 - b. May 11, 2021 Council Minutes
 - c. May 18, 2021 Planning Commission Minutes
 - d. May 25, 2021 Historic Preservation Commission Minutes
 - e. April 8, 2021 Downtown Development Authority Minutes
 - f. May 13, 2021 Downtown Development Authority Minutes
 - g. April 8, 2021 Conventions and Visitors Bureau Minutes
 - h. May 13, 2021 Conventions and Visitors Bureau Minutes
 - i. Engineering Services - Water Treatment Plant Clearwell - Approval of Wiedeman & Singleton for \$207,490.00. (Recommended for Council approval by Utilities Committee June 1, 2021)
 - j. Approval - Jacks Creek Wastewater Treatment Plant Rehabilitation - To contract with Heavy Constructors, Inc. for \$5,521,591.00. (Recommended for Council approval by Utilities Committee June 1, 2021)

- [k.](#) Approval - Surplus and Sale of Seized Vehicles - To surplus on GovDeals. (Recommended for Council approval by Public Safety Committee June 1, 2021)

II. **PUBLIC PRESENTATIONS**

- [1.](#) Proclamation - Captain Hubert Hawkins
- [2.](#) 44th Annual Nursing Assistants' Week Proclamation
- [3.](#) Waste and Recycling Workers Week Proclamation

III. **PUBLIC FORUM**

- 1. Public Comments**
- 2. Public Hearing**
 - [a.](#) Ordinance to Amend Official Zoning Map
 - [b.](#) Zoning Ordinance Code Text Amendment #10

IV. **NEW BUSINESS**

- [1.](#) Preliminary Plat Review - 1301 Alcovy Street Subdivision
- [2.](#) Application - Spirituous Liquors and Beer & Wine On-Premise Consumption - The Brown Fig
- [3.](#) FY2020 Audited Financial Statements (CAFR)
- [4.](#) 1st Reading - Ordinance to Amend Official Zoning Map
- [5.](#) 1st Reading - Zoning Ordinance Code Text Amendment #10

V. **MAYOR'S UPDATE**

VI. **ADJOURN TO EXECUTIVE SESSION**

- 1. Personnel Issue (s)
- 2. Real Estate Issue (s)

VII. **ADJOURN**

The Mayor and Council met for a called meeting.

Those Present:	John Howard	Mayor
	Larry Bradley	Vice-Mayor
	Lee Malcom	Council Member
	Myoshia Crawford	Council Member
	Ross Bradley	Council Member
	Norman Garrett	Council Member
	Tyler Gregory	Council Member
	Nathan Little	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Debbie Kirk	City Clerk
	Russell Preston	City Attorney
	Paul Rosenthal	City Attorney

Staff Present: Danny Smith, Jeremiah Still, R.V. Watts, Andrew Dykes, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Chris Bailey, Sadie Krawczyk, Patrick Kelley, Beverly Harrison, Les Russell

Visitors: Brad Callender, Amylee Dire

I. CALL TO ORDER – JOHN HOWARD

1. Roll Call

Mayor Howard noted that all Council Members were present. There was a quorum.

2. City Administrator Update

City Administrator Logan Propes stated the City, County, and GDOT are currently working on the right-of-way finalization for both the East bound and West bound on-ramps onto Highway 78. He explained they are trying to get GDOT to allow a few steps to be skipped, because all of the right-of-ways are donated. The on-ramps will be coming to construction in 2022. The Truck By-Pass is in the right-of-way acquisition phase; there are 80 total parcels. Four options have been signed and are moving to closing, 37 parcels have been released from GDOT review and are under negotiations, 15 parcels are under review, and 24 parcels are currently being appraised. GDOT is still saying construction will start during the summer of 2022. There have been over 70 accidents since April of 2016 on Michael Etchison Road at Highway 138. He is requesting assistance from the GDOT District 1 Office on the accident issue. The State’s contractor has caused a mess at Martin Luther King and West Spring Street and left things in disarray. Mr. Propes has contacted the District Office on getting it cleaned up and finished; it should be completed within the next few weeks. The traffic backup on North Broad Street and Marable Street was due to failure of the radar unit; District 1 has been working on the timing, until a new radar unit can be installed. He reviewed the summary of comments from the Traffic Calming Meeting that was held on March 31. There were some specific streets discussed during the meeting and some streets that were not addressed. He received a petition from some residents on Pine Crest Drive that are opposed to the traffic calming medians; they want something besides the medians. Mr. Propes explained that he, Ms. Thompson, and Mr. Bailey are scoping a new Tyler 311 app to replace the current 311 app, which will be more user friendly. It will be

tailored to suit the City and will be a nice upgrade. There will be an item before Council next week for hiring a Personnel Hearing Officer. Proposed updates were sent to the Planning & Code Committee today, which will be coming before the Planning Commission. The updates primarily concern the Infill Overlay District and the Central Business District. He stated that the updates have been advertised and are on the City's web page. Mr. Propes recognized Ms. Debbie Kirk, who is very much appreciated, for City Clerk's Week.

3. Central Services Update

Mr. Chris Bailey discussed the 311 app and getting more involved in updating about Solid Waste and Recycling on social media. There were 23 posts to the public on social media last month. The Police Station / Municipal Court Building is very close to getting the Certificate of Occupancy. The Transfer Station floor replacement has been rescheduled for May 14 and 15. The Fire Department Memorial Garden has been repaired. The Cleanup Day has been rescheduled for May 8, which will be closed out around lunchtime. He stated that anyone wanting to help is welcome. He discussed the updated Project Timeline that is included in the packet.

II. COMMITTEE INFORMATION

1. Finance

a. Monthly Finance Report

Ms. Beth Thompson presented the monthly Finance Report. Revenue and expenses are trending within the budget for the first quarter of the year. Expenses are below budget in all departments. The Sales Tax Revenues continue to increase, due to more downtown shopping and the online sales tax that was implemented. Mauldin & Jenkins have completed the annual audit, and she should be getting the final numbers within the next couple of weeks. She stated there have been no findings as of now. The new digital budget book software is being implemented; the budget will all be digital this year. The CIP approved Meter Reading equipment that will be upgraded to iPads is in the beginning stages. She explained the new CIP approved AMI technology for the inhouse meter reading is in the design phase. The software will allow a real time reading of a meter from inside the City office and allow a meter to be turned on and off from the City office. It is in the beginning stages and two testing areas will be implemented first. She explained they are still waiting for guidance from the Department of Treasury regarding the American Rescue Plan Funding, which is coming through the State. Hopefully, it will be received within the next 60 days. Ms. Thompson stated the City has received the Outstanding Achievement Award for the Popular Annual Financial Report (PAFR) from GFOA for the sixteenth year.

b. Approval – 2021 Wellness Plan

Mr. Les Russell discussed the Wellness Programs. The City had an agreement with CareATC in 2018 to run a Wellness and Health Coach Program that would include seminars, diets, receipts, and one on one counseling. The program was not being administered the way it needed to be, so it was not an effective use of City money. The employees were not using the program that the City was paying \$48,000 collectively. The City ended the program in 2019 to engage in services with Dawn Young and Eddie Young, who are local coaches. He explained they charge the City \$20 per session for a total of between \$1,000 and \$2,000 a month. Walton Athletic was giving employees a gym membership for \$30 instead of \$35 per month. Mr. Russell negotiated to get the membership reduced for the employee to pay \$20 per month and the City would pay \$5 per month. Employees were also given a free pass to use the facility for three free visits; everyone liked the free visits, but it did not convert to memberships. He discussed the first Wellness Walk

Challenge that started in January of 2020, until COVID hit and shut everything down. He proposed creating a new Wellness Challenge to start on June 1, to engage Dawn Young in the wellness coaching again for \$20 per session, and offer free gym memberships to employees. He requested approval to offer employees free access to Walton Athletic 24 as a free benefit to the health plan. The City will pay \$10 per month for the gym membership of each employee from June 1 to December 31, 2021 for the total cost of \$14,100.00.

Mayor, Council, and staff discussed the benefits and cost savings.

Council Member Norman Garrett questioned whether it would include family members.

Mr. Russell answered it would be for employees only; family members would still be \$20 per month, which is still a discounted price.

The committee recommends approval of the 2021 Wellness Plan at a cost of \$14,100.00 as presented to Council.

*Motion by Garrett, seconded by Malcom.
Passed Unanimously.*

2. Airport

a. Monthly Airport Report

Mr. Chris Bailey presented the monthly Airport Report. The Airport was paved about six days quicker than anticipated; everyone was very pleased with the job. The area around the 12-unit T-hangar has also been paved. The other site is graded, compacted, and ready for paving. Atlanta Paving & Concrete Construction will be back 28 days from the opening date when everything is cured to add the final striping.

3. Public Works

a. Monthly Solid Waste Report

Mr. Danny Smith presented the monthly Solid Waste Report. The tonnage at the Transfer Station increased over 835 tons compared to last year. He discussed the fire incident on April 19 that was caused by a chemical reaction; there was not any structural damage to the building. It is believed to have been generated out of a local business collection. Business customers will be audited and items will be source separated in a load. Mr. Smith thanked Jasper Greer for his quick thinking at the site. The 65-gallon curbside recycling carts have been delivered for the Monday customer route. He stated the large blue bins have attracted customers, over 175 new customers that were not recycling have been added. A few customers decided to continue using the 18-gallon bins. The 65-gallon bins will start being delivered to the Tuesday customers this week. They are trying to cover all of the bases with keeping citizens informed; information is being posted on social media, the City web site, or citizens can call the office with any questions. He explained the curbside glass collection must be kept separate from other recyclables; they are picked up by a different truck and goes to a different location. He encouraged citizens to call for a separate bin for the glass collection.

b. Odorization Control System – Transfer Station

Mr. Chris Bailey explained the next three items were done in order, because they are all coming from the Transfer Station CIP Budget. He requested approval for CupriDyne Clean to provide all equipment and installation labor of an odor control misting system to help mask the odor at

the Transfer Station for \$15,133.56. The installation will take approximately five days and will provide an iodine-based chemical which is a more natural odor control. This project will be an additionally added project to the Transfer Station 2021 CIP.

The committee recommends to Council approval of CupriDyne Clean for \$15,133.56.

*Motion by Little, seconded by Gregory.
Passed Unanimously.*

c. Fence Extension – Transfer Station

Mr. Chris Bailey requested approval for an additional 630 feet of six-inch chain-link fencing with screen to be installed at the Transfer Station. This will completely fence the area to keep debris from escaping and provide an additional barrier. Elite Fence Company had the lowest bid amount of \$12,264.34, and the funds will come from the Transfer Station 2021 CIP. The fence will be installed at the time that the scale house is shut down to replace the scale.

The committee recommends approval of Elite Fence Company for \$12,264.34 to Council.

*Motion by Gregory, seconded by Garrett.
Passed Unanimously.*

d. Exterior Repair and Cleaning – Transfer Station

Mr. Chris Bailey requested approval for Garland/DBS, Inc. to repair and paint the damaged metal panels and pressure wash the entire exterior of the Transfer Station for \$15,737.00. The handrails will be painted a safety yellow for EPD Standards. The work will be done during the weekend when the facility is closed to the public.

The committee recommends to Council approval to contract with Garland/DBS, Inc. for the amount of \$15,737.00.

*Motion by Gregory, seconded by Garrett.
Passed Unanimously.*

e. Monthly Streets & Transportation Report

Mr. Jeremiah Still presented the monthly Streets & Transportation Report. The crews have been catching up with a lot of utility cuts and paving throughout the City. The right-of-way crew has been cutting every day and cannot seem to keep up. He stated the stormwater crews have several months of work to do with all of the rain. The paving contractors are getting started on the CDBG Project that incorporates part of the LMIG Project on South Madison Avenue. They were scheduled to start Monday, but the weather has prohibited it. The public use parking lot is finished, except for some landscaping and striping that is scheduled for Thursday. Hopefully, it will be opened by this weekend.

4. Utilities

a. Monthly Electric & Telecom Report

Mr. Brian Thompson presented the monthly Electric & Telecom Report. The conduit is completely installed for the lighting at Highway 78 and Highway 11. The new poles have been delivered, but the concrete has about a two-week lead time. He explained the Downtown lights are waiting for the arms to be delivered. The bids have been received for the electric rebuild on

Madison Avenue, which will go from Marable Street to the jail. A purchase order has been issued for the placement of conduit in Wellington Subdivision; it will be the first underground fiber to the premise project. The fiber for the first overhead deployment of fiber to the premise is up in Pollock Subdivision, but it is waiting on the splitter cabinet. The AMI Project is in the first phase of pre-engineering and pre-planning; it is a partnership with Electric Cities of Georgia. He explained the system will allow customers to view their usage throughout the month, and will give alerts on high usage. Current customers in Pollock Subdivision will be contacted concerning the availability of fiber to the premise when it is active. The customers will be contacted with options for service to transition their internet to the fiber-based internet. Once the current customers have been transitioned, a mailer will be sent to notify the remainder of the residents.

b. Monthly Water, Sewer, & Gas Report

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, & Gas Report. The crews are working on the gas main extension on Highway 186 and all services are in to the buildings. They are working on the six-inch line currently, but it is moving slowly. The gas extension serving 19 new homes in the subdivision on Holly Jones Road, which is off of Highway 186, has been completed. It will serve 19 new homes. He stated all of the materials have arrived and the contractors have started grading for the Alcovy River and Highway 138 Sewer Extension. All of the materials have been selected for the design and review of the Wastewater Treatment Plant Rehab; the bid opening for the labor will be on May 27. The materials are in for the 18-inch water main that will go from the Plant to MAB Development. He explained Mid-South and Allsouth are working on the chlorination process for the Loganville Water Line Extension.

c. Approval – Carwood Drive Gas Main Replacement

Mr. Rodney Middlebrooks requested approval to hire Southern Pipeline to install 3,500 feet of two-inch steel gas main along Carwood Drive. He explained staff found sections of bare steel pipe that must be replaced according to the City's DIMP, to ensure integrity and pipeline safety. The Distribution Integrity Management Program is mandated by the Federal Pipeline; the program states that bare steel will be removed when it is found. Southern Pipeline had the lowest bid amount of \$75,600.00.

The Committee recommends approval to hire Southern Pipeline to replace the gas main for the amount of \$75,600.00 to Council.

*Motion by L. Bradley, seconded by Gregory.
Passed Unanimously.*

d. Approval – Purchase of 2021 Ford F-450 Truck

Mr. Rodney Middlebrooks requested to purchase a 2021 Ford F450 service body truck for the water distribution crew. The lowest bid came from Akins Ford for the amount of \$60,385.00. He explained that the motors are gone in both of the water crew trucks; both crews have been working out of single cab trucks borrowed from other departments. The motor is being replaced in the 2016 truck, but Public Works determined that the 2008 truck is not worth the cost of replacing the motor.

The committee recommends to Council approval to purchase a 2021 Ford F450 Truck from Akins Ford for \$60,385.00.

*Motion by Gregory, seconded by L. Bradley.
Passed Unanimously.*

5. Public Safety**a. Monthly Fire Report**

Vice-Mayor Larry Bradley welcomed Andrew Dykes as the newly appointed Fire Chief.

Fire Chief Andrew Dykes presented the monthly Fire Report. He explained trying to break the calls down to provide more details for the specific types of calls they respond to in the different categories. They responded to nine fires, four of which were building fires. They had one motor vehicle verses pedestrian call for this report, and unfortunately that number will have increased on the next report. There was not very much significant fire loss for the month; the most significant was someone's storage shed that contained all of their tools. The structure would not be too much to replace, but all of the equipment adds up quickly. He stated the monument in front of the station has been repaired and looks great. The crews from Badge Pass were on site last week installing the door frame equipment. The exhaust system that was approved last month has a five-week lead time. Chief Dykes explained that between Thursday and Saturday of last week each of the crews had a working structure fire each day; they responded to 18 emergency calls on Saturday.

b. Monthly Police Report

Police Chief R.V. Watts presented the monthly Police Report. The calls for service increased by about 130 from last year. The area checks continue to increase, with a total 10,707. He discussed the area check comparison totals between each of the local agencies. There were 53 Part I Crimes and 91 Part II Crimes. The DEA Drug Take Back was held on April 24, where approximately 70 pounds of prescription medication was collected. He stated there was 36 pounds of medication recovered in 2016, 10 pounds in 2017, 7 pounds in 2018, 38 pounds in 2019, and 137 pounds in 2020. There was a shooting incident at Mathews Park; the investigators were able to make multiple arrests to close the case. Chief Watts explained the case clearance for the department is up from 32% to 38% from this time last year. There are two individuals in the Police Academy going through mandate now, and two more positions will become available in June to put more officers on the street.

c. Red Speed Presentation

Police Chief R.V. Watts stated that Greg Parks with the Red Speed was unable to make it for the presentation tonight. He discussed contracting with Red Speed for radar school zone speed cameras to be installed near the school areas of George Walton Academy (GWA) and Monroe Area High School (MAHS) to reduce speeding in school zones. The implementation of radar

school zone cameras was approved by House Bill 978 in 2018. The cameras and installation will be at no cost to the City. The program is 100% offender funded; the City will receive 65% of any funds collected from violations and Red Speed will retain 35%. The City gets to set the speed parameters and still has officer discretion on the fines. He stated there have been five people hit by vehicles in the last 30 days. It is all in the nature of safety for children; if people obey the speed limits, they won't have to worry about getting a citation. The revenue generated from fines will be utilized towards outfitting SROs in the schools.

Council Member Garrett questioned who did the traffic study and whether this is another way to bring in revenue.

Chief Watts answered that Red Speed did the traffic study. This is a way to reduce speeding on the roadways pertaining to the schools to keep the children safe. The program will not cost the City, and if they obey the law and don't speed, then they won't get a citation.

Mayor, Council, and Chief Watts further discussed the traffic study results, revenues produced, parameter options, and administration of the program.

Chief Watts explained that the intent was to have the vendor here to answer Council's questions, because he doesn't know the answers to all of the in-depth process questions.

City Attorney Paul Rosenthal clarified that there are processes that would have to be implemented if Council is interested in doing. This is a new law updating and modifying O.C.G.A. 40-14-18 that was passed in 2018. A lot of the answers to the questions being asked are statutory in nature. The time period is one hour prior to and one hour after school, only on days that school is in session. He stated GDOT approval would have to be garnered and a contract would have to be entered between the City and Red Speed. All of these processes and rules would have to be followed. This would just be a launching point to get the program fully in place with the contractual relationship and following the statute. These are civil penalties in nature; it is not a traffic ticket and points are not assessed. They have the right to fight the civil penalty assessment that would be processed through the Monroe Municipal Court. The agreement would be brought back to Council ready to be adopted in compliance with the Georgia Statute.

The Committee recommends to move forward and invite Mr. Parks to come to the meeting next week or sometime in the future.

*Motion by Malcom, seconded by R. Bradley.
Passed Unanimously.*

d. Purchase – Police Department Furniture

Police Chief R.V. Watts requested approval to purchase office furniture from School Tools & Office Pro's for the total amount of \$45,000.00. The funding will come from the Condemned Assets / Forfeiture Funds and DEA Confiscated Funds.

The Committee recommends approval to purchase the office furniture from School Tools & Office Pro's for the amount of \$45,000.00 to Council.

*Motion by Dickinson, seconded by R. Bradley.
Passed Unanimously.*

e. Purchase – Police Radios

Police Chief R.V. Watts requested approval to purchase seven portable radios from Motorola Solutions for a total cost of \$30,719.08. There are two new officers at the Academy now and two more officers will be hired this summer, which will all need issued equipment. The department also needs spare radios to replace the ones that malfunction or need repair.

The Committee recommends to Council approval to purchase seven police radios from Motorola Solutions for the amount of \$30,719.08.

*Motion by Dickinson, seconded by R. Bradley.
Passed Unanimously.*

6. Planning & Code**a. Monthly Code Report**

Mr. Patrick Kelley presented the monthly Code Report. He stated the Police Station and Municipal Court Building have their FF&E approval, so they can put their furniture, fixtures, and equipment in when they get ready. The Code office had 200 inspections and 167 total permits. He stated 13 new businesses acquired licenses and 22 businesses closed. The ongoing major projects were Monroe Pavilion, The Roe, Grace Monroe Church, and the Reddy Clinic Complex. The City Marshal removed 67 signs from the roadway, issued 134 repair / cleanup notices, investigated two utility tampering cases, and issued four citations. He explained the Historic Preservation Commission granted a COA for 507 Church Street and denied the demolition of a property at 315 South Madison Avenue. The Planning and Zoning Commission granted a COA for 156 Martin Luther King Boulevard, which is Tractor Supply.

b. Master Plan Design Services – Old Walton Plaza Shopping Center

Ms. Sadie Krawczyk stated seven different firms responded to the request for qualifications to develop a Planned Commercial Development Zoning for Blaine Station; they will also review the City's Planned Development Districts Zoning in general and offer update. She recommended hiring Lord Aeck Sargent for the amount of \$38,200.00.

The committee recommends approval of the Professional Services of Lord Aeck Sargent for the amount of \$38,200.00 to Council.

*Motion by Dickinson, seconded by Garrett.
Passed Unanimously.*

7. Economic Development**a. Monthly Economic Development Report**

Ms. Sadie Krawczyk presented the monthly Economic Development Report. She gave an update on Dockdogs, the first City event for this year. There was a great turnout for the two-day event, with over 240 entries and beautiful weather. She discussed volunteer workdays. The swings in Hammock Park were funded through the AARP Grant that was received in the fall. This Saturday will be the opening of the Farmers Market and the Citywide Cleanup Day. The First Friday Concert is this week. There are some new commercial and dining businesses opening this month; they are located off of Broad Street, but still within the DDA.

8. Parks**a. Monthly Parks Report**

Mr. Chris Bailey presented the monthly Parks Report. The shade structures for Pilot Park have been installed. The restroom facility has been installed at Mathews Park, but the weather is not cooperating to open it up to the public.

b. Presentation of the Downtown Green Plan and Request for Authorization to Pursue Funding

City Administrator Logan Propes presented the 3D rendering from Keck & Wood on the possible future outcome of the Downtown Green. He stated the project could be ready to break ground in late October or early November, if the funding can be situated. The project is in preliminary engineering now and the design should be finalized. He explained that TSW is being subcontracted under Keck & Wood to design the restrooms and the stage.

Mayor, Council, and City Administrator discussed parking, what will be included in Phase I, stormwater drainage, fountain features, and tree sizes.

Mr. Propes stated the City has put well over \$200,000 into the purchase and the Brownfield of the site. He discussed a lease purchase type of loan through GMA and proposed going forward with the general estimate of \$3.2 million. The City has at least one reimbursable grant coming and having the funding would enable the City to get started on the project later this year. He requested approval to move forward with getting the loan documents ready through GMA to bring back to Council in final form, instead of estimates. Mr. Propes discussed different loan amount options. He stated the amount can be scaled, but it has to stay within an amount that the City is comfortable absorbing in the General Fund payback, because SPLOST cannot pay it all back.

Mayor, Council, and Mr. Propes discussed grant funding, SPLOST funds, funding sources, debt sources, and interest rates. They discussed the possibility of borrowing enough to invest in more than one park at a time.

Vice-Mayor Larry Bradley stated his concern for committing \$3.5 million for one project. He feels that priorities for the next few years need to be looked at, prior to committing that much money to one project. Council knows that there is going to have to be a new fire station within the next few years, which will be roughly \$4 million. He questioned which would be the higher priority between this development and a new fire station. He feels that they as a Council need to be looking at priorities of what needs to be done over the next few years. This is not a short-term commitment; it is a long-term commitment. He is not prepared to say this is the highest priority at this point in time, and he is also concerned about paying for the financing of a \$3.2 million debt. Mr. Bradley discussed going to the public and asking for a referendum. He stated his first concern is whether this is the highest priority the City has for this much money, and his second concern is why the City would not follow the concept of putting it as a referendum to the public for the citizens to decide.

Mayor, Council, and Mr. Propes discussed the history of the project, grant funds, SPLOST funds, estimated future SPLOST funds, and the cost to finish all of the parks.

Council Member Norman Garrett questioned whether Mathews Park would be finished prior to starting on this project.

Mr. Propes answered they are trying to do both, to do the first phase of this project while continuing to work on Mathews Park.

Mayor, Council, Mr. Propes, and Mr. Bailey discussed project plans, project costs, and the budget for Mathews Park. They discussed the Pilot Park Project, how much the City could comfortably absorb in the General Fund, and SPLOST helping to defray the costs annually, and also discussed the need for a future fire station.

Council Member David Dickinson stated the fire station would be an entirely different type of funding; the SPLOST Funds cannot go towards Public Safety, they must go towards parks. He stated the public has consistently said they want the parks, and the Town Green will be the heart and focal point of the City.

Council Member Myoshia Crawford stated the Town Green looks great and she is all for it, but it will not look good for the City to have completed Pilot Park, completed Childers Park, and not finish Mathews Park before starting on a new park. The City needs the Town Green, but she feels that Mathews Park should be finished first.

Mr. Propes stated he will go back and revisit the estimates for both park projects to explore options for both.

To explore funding options for a \$3.2 million loan package and a \$7.2 million loan package with a 10-to-15-year payback to bring back to full Council next week.

*Motion by R. Bradley, seconded by Dickinson.
Passed Unanimously.*

Vice-Mayor Bradley requested that this item be put on the regular agenda next week and not on the Consent Agenda. His intent next week is to amend the motion for this item to go on the referendum to the citizens of Monroe for approval at the November election.

III. ITEMS OF DISCUSSION

- 1. Public Hearing Variance – 803 East Spring Street**
- 2. Public Hearing Rezone – 961 Good Hope Road**
- 3. Application – Beer & Wine On-Premise Consumption – Your Pie**
- 4. Application – Spirituous Liquors and Beer & Wine On-Premise Consumption – Tacos N Beer Bar and Grill**
- 5. Walton Plaza Facility Exterior and Roof Renovation – Remaining Buildings**
- 6. Downtown Development Authority Intergovernmental Agreement**
- 7. Resolution - Budget Amendment for Planning & Code RFQ Project Funding**

There was a general discussion on the above items. There was no action taken.

IV. MAYOR’S UPDATE

Mayor John Howard welcomed new Fire Chief Andrew Dykes. He stated National Day of Prayer is Thursday, May 6. He recognized Ms. Debbie Kirk and presented her with a Proclamation in honor of Professional Municipal Clerks Week.

V. ADJOURN

*Motion by R. Bradley, seconded by Garrett.
Passed Unanimously.*

MAYOR

CITY CLERK

The Mayor and Council met for their regular meeting.

Those Present:	John Howard	Mayor
	Larry Bradley	Vice-Mayor
	Lee Malcom	Council Member
	Myoshia Crawford	Council Member
	Ross Bradley (via phone)	Council Member
	Norman Garrett	Council Member
	Tyler Gregory	Council Member
	Nathan Little	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Debbie Kirk	City Clerk
	Russell Preston	City Attorney
	Paul Rosenthal	City Attorney

Staff Present: Danny Smith, Jeremiah Still, R.V. Watts, Andrew Dykes, Beth Thompson, Brian Thompson, Tommy McClellan, Patrick Kelley, Chris Bailey, Sadie Krawczyk, Beverly Harrison, Les Russell, Brad Callender

Visitors: Denise Etheridge, Gerald Atha, Tom Chick, Cheryl Larson, Angie Bailey, Kathy Suber, Carlita Parks-Locklin, Raquel Locklin, Aida Locklin, Danielle Parks, Shaunielle Hyman, Tony Hyman, Lindsay Dycus, D.J. Dycus, Jack Armstrong, Antonio Granados Barron, Gordon Davidson, Chris Carter, Rosalind Parks, Greg Parks, Bob Smith, Bill Schmidt

I. CALL TO ORDER – JOHN HOWARD

1. Invocation

Associate Pastor Gordon Davidson with the First Baptist Church gave the invocation.

2. Roll Call

Mayor Howard noted that all Council Members were present, Council Member Ross Bradley was present via telephone. There was a quorum.

3. Approval of Agenda

To approve the agenda as presented.

*Motion by Malcom, seconded by Little.
Passed Unanimously*

4. Approval of Consent Agenda

- a. April 6, 2021 Council Minutes
- b. April 13, 2021 Council Minutes
- c. April 22, 2021 Council Minutes
- d. April 22, 2021 Executive Session Minutes
- e. April 20, 2021 Planning Commission Minutes
- f. April 27, 2021 Historic Preservation Commission Minutes
- g. March 11, 2021 Downtown Development Authority Minutes

- h.** March 11, 2021 Conventions and Visitors Bureau Minutes
- i.** Approval – 2021 Wellness Plan – Approval of plan for \$14,100.00. (Recommended for Council approval by Finance Committee May 4, 2021)
- j.** Odorization Control System – Transfer Station – Approval of CupriDyne Clean for \$15,133.56. (Recommended for Council approval by Public Works Committee May 4, 2021)
- k.** Fence Extension – Transfer Station – Approval of Elite Fence Company for \$12,264.34. (Recommended for Council approval by Public Works Committee May 4, 2021)
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- m.** Approval – Carwood Drive Gas Main Replacement – Approval of Southern Pipeline for \$75,600.00. (Recommended for Council approval by Utilities Committee May 4, 2021)
- n.** Approval – Purchase of 2021 Ford F-450 Truck – To purchase from Akins Ford for \$60,385.00. (Recommended for Council approval by Utilities Committee May 4, 2021)
- o.** Purchase – Police Department Furniture – To purchase from School Tools and Office Pro’s for total amount of \$45,000.00. (Recommended for Council approval by Public Safety Committee May 4, 2021)
- p.** Purchase – Police Radios – To purchase from Motorola Solutions for \$30,719.08. (Recommended for Council approval by Public Safety Committee May 4, 2021)
- q.** Master Plan Design Services – Old Walton Plaza Shopping Center – Approval of Lord Aeck Sargent for \$38,200.00. (Recommended for Council approval by Planning & Code Committee May 4, 2021)

To approve the consent agenda as presented.

*Motion by Gregory, seconded by Crawford.
Passed Unanimously*

II. PUBLIC PRESENTATION

1. National Foster Care Month Proclamation

Mayor John Howard presented the Proclamation for Child Abuse Prevention Month.

Ms. Lindsay Dycus, with National Foster Care, thanked the City for honoring the proclamation. She explained they need CASA volunteers and foster families, and the information can be obtained from their Facebook page.

No Action.

2. Proclamation – Captain Joseph Locklin

Mayor John Howard read and presented the Proclamation to the family of Captain Joseph Locklin.

No Action.

3. Proclamation – Captain Hubert Hawkins

Mayor John Howard explained the family requested the proclamation to be moved to the June 8 Council Meeting, due to them being unable to attend tonight.

No Action.

III. PUBLIC FORUM

1. Public Comments

Mr. Gerald Atha, of 804 Poplar Street, discussed the Silver Queen and the Dairy Queen Projects. Prior to the Dairy Queen Project, the water ran down Hubbard Street. The parking lot was slanted back towards the Dairy Queen when it was filled in and paved. This caused the bank to wash away and the mud and water to come into his building. He fixed the problem himself, because he couldn't get anyone else to fix it. He spent \$10,000 fixing the problem, and Mr. Ike would not pay for it. He explained there was a ditch between Silver Queen and his property, but the contractors filled it in with dirt and also piled dirt on his property. Mr. Atha reported to the Code Department that he had mud and water coming onto his property, also discussed it with the contractor and with Mr. Williams. This all went on for about a year, and the Code Department said their hands were tied. Mr. Propes had an engineer look at it, but they were going to take about five feet of his driveway, and the water still wouldn't get to the retention pond. Mr. Atha stated he spent \$18,000 to get it fixed. He stated Mr. Chick has also been getting flooded for the past year. He stated he is the only one in the area that has a retention pond. The water used to run across the Silver Queen parking lot until they created a dam by building the sidewalk; the water also comes across his driveway from their gutters.

Mr. Tom Chick stated he owns 202, 204, and 206 West Spring Street; 202 and 204 have both been flooded in the last year. The excess rain comes off of Wayne Street, turns down by Silver Queen, goes by Mr. Atha, and then runs in his back doors. He lost a tenant at 202 due to the flooding, the carpet had to be removed in 204, and there have been other flooding issues. He received a similar response from the City about their hands being tied or someone will get back in touch. This has been going on for months without being resolved. During the last rain, he watched the rain run down Wayne Street with the drains, but the water goes on the other side of the drains. The water goes down the curb line to Mr. Atha's pond, it turns to white water on the way down, and then runs into the back of his building. He stated the City has revived Downtown Monroe, which is good, but there are infrastructure problems underground that need to be addressed. The water becomes imperviable with all the asphalt and concrete surfaces.

Ms. Cheryl Larson, of 501 East Church Street, questioned why the public comments have to start at the beginning of the meeting. She heard lots of praise for the medians on Church Street at the last meeting she attended, and now the City is considering putting in traffic cameras for speeding. She questioned the traffic cameras being added now, when the residents previously requested traffic cameras instead of the medians. She questioned why the huge expenditure for the Town Green would be done now; it has been proposed for three years, so why would the City do it while all of the building costs and construction costs have sky rocketed.

2. Public Hearing

a. Variance – 803 East Spring Street

Code Enforcement Officer Patrick Kelley presented the application for a variance of Article V, Section 520 Table 3 of the Zoning Ordinance by adding six parking spaces. The applicant is requesting additional parking above what the Zoning Ordinance will allow. He explained they are required to have 17 parking spaces and are permitted by City Ordinance to have 21, but they are requesting 27 spaces. It will still remain under the 60% maximum impervious surface on the lot, so it could be paved without parking spaces. The Code Office and Planning Commission recommend the request be approved without conditions.

The Mayor declared the meeting open for the purpose of public input.

There were no public comments; Mayor Howard declared that portion of the meeting closed.

No Action.

b. Rezone – 961 Good Hope Road

Code Enforcement Officer Patrick Kelley presented the application of Smith Planning Group for rezone of this property from PCD to PRD. He explained this is a long standing partially developed planned district that currently requires a commercial component. The request is to remove the commercial component of the development and replace it with single family residences including townhouses. The Planning Commission did not make a recommendation. The Code Office recommends approval of the requested rezone with the following conditions: the minimum dwelling size allowed shall be 1,600 square feet; the developer shall provide a minimum of six building designs for the single-family detached residences; and the developer shall provide a minimum of three of the following amenities for recreation: pool, playground, pavilion, clubhouse / fitness center, play courts such as but not limited to tennis, volleyball, or basketball. He stated the developer has already met the minimum house size of 1,600 square feet and has seven building designs.

Council Member Lee Malcom questioned the percentage of homes that would be rental properties.

Mr. Kelley stated there is no way to determine that information.

Mayor Howard questioned whether a limit could be added legally.

Mr. Kelley answered that would typically be handled by the property owner or developer.

City Attorney Paul Rosenthal advised staying away from that realm, usually rental limitations are seen within HOAs and Restrictive Covenants that are placed at the private level. The development would be required to have an HOA, but he would not advise Council to delve into the foray of limiting rentals. The HOAs and Restrictive Covenants usually have about a 25% maximum rental limitation, and they have a certification or registration process for rentals. There would also have to be some due process requirements to provide for undue hardship provisions when someone passes away. Mr. Rosenthal recommended that the City stay away from limiting rentals within single family developments, due to potential issues.

The Mayor declared the meeting open for the purpose of public input.

Mr. Bob Smith, with Smith Planning Group, stated he is representing McKinley Homes, and Mr. Bill Schmidt with McKinley Homes is also here tonight. He discussed the property being rezoned to PCD 18 years ago. The property has a mixture of housing types consisting of 24 townhomes and 102 single family detached homes. It also has 35,480 square feet of commercial area in front of the development. They intentionally designed tree lined streets, five-foot sidewalks on both sides of the street, all of the homes have a front porch, the porches are snug to the sidewalk, the houses are lifted above grade, and garages are accessed by alleys in the rear of the homes. The commercial area was to give the residents of the development and surrounding area a walkable destination; it was interval to the plan and was embraced at that time. He stated a lot has changed since then. Construction of the project ceased during the recession, but not before water, sanitary sewer lines, storm drain systems, streets, and alleys were constructed. The

improvements have been unused the past 17 years. Mr. Smith stated the development guidelines were prepared to ensure that the quality of the development gets carried out. McKinley Homes has embraced the design guidelines and accepted the conditions of the original design. The removal of the commercial component is the only thing that is changing. The greenspace area is 1.86 acres; it includes a pavilion, a mail kiosk, a playground, and an unprogrammed lawn space that is multipurpose. The intent of the area is to have a more formal passive amenity for gathering and providing benches along sidewalks. The current plan will have an increase of 16 townhomes to take the place of the commercial uses. He stated they accept the conditions staff included in their report, but request the amenities be modified to include park benches and the multipurpose lawn areas as one of the three amenities required. An architecturally iconic pavilion will be constructed in the center of the park and will be flanked by a matching mail kiosk and a playground. In lieu of a basketball court or volleyball court, they would like the park benches and the lawn to be included as amenities. The benches would be placed along the arched sidewalk facing the townhomes, which was a design element in the original plan and should be counted as a neighborhood amenity. They are agreeable to the low hedge at the front of the development along the right-of-way of Good Hope Road that was discussed during the Planning Commission Meeting and feel it will be an asset to the park.

There were no other public comments; Mayor Howard declared that portion of the meeting closed.

No Action.

IV. NEW BUSINESS

1. Variance – 803 East Spring Street

To approve the variance.

*Motion by L. Bradley, seconded by Garrett.
Passed Unanimously.*

2. Rezone – 961 Good Hope Road

Council Member David Dickinson explained he has voted to kill this project a couple of times, because he did not feel that the plan that was presented was in the City’s best interest. He feels this plan is different.

To approve the rezone with removal of the commercial aspect to make it a residential PRD including the recommended conditions, with the modification of the third condition to allow the greenspace instead of the play courts.

*Motion by Dickinson, seconded by Garrett.
Passed Unanimously.*

Council Member Ross Bradley recused himself.

3. Application – Beer & Wine On-Premise Consumption – Your Pie

To approve the application.

*Motion by Gregory, seconded by Malcom.
Passed Unanimously.*

4. Application – Spirituous Liquors and Beer & Wine On-Premise Consumption – Tacos N Beer Bar and Grill

To approve the application.

*Motion by Gregory, seconded by Malcom.
Passed Unanimously.*

5. Red Speed Presentation

Police Chief R.V. Watts introduced Greg Parks with Red Speed.

Mr. Greg Parks gave a brief presentation. Georgia rates 36 out of 51 for school zone safety. There is a high level of traffic and speeding in Monroe's school zones. He discussed the speed studies that were conducted at West Spring Street and Michael Etchison Road at GWA and on Double Springs Road at MAHS. The legislature has recognized that speeding in front of school zones is a statewide issue, which resulted in House Bill 978 being passed in 2018. The cameras can only be used in a school zone on roads that are recognized by the Georgia Department of Transportation. The system usually cites someone for 11 miles per hour over the posted limit, which is 40% over. There is a 30-day warning period, where anyone going over will receive a notice in the mail telling them to please slow down. It is only enforced while school is in session. The fine is \$75 and is a civil violation; there are no points for insurance. All revenue generated from the fines must go back to Public Safety; the money can be utilized towards cars, radars, or additional School Resource Officers. The cameras and installation will be at no cost to the City; it is all violator funded. He stated all of the fines are approved by a Monroe Officer. Red Speed is not approving violations; they are just an agent for the Police Department. He explained 65% of the funds go to the City and 35% go to Red Speed.

Vice-Mayor Larry Bradley questioned the flexibility in administering the program, speeds, and violations. He questioned whether it can be enforced an hour before and after the time school starts and an hour before and after the time school ends, rather than all day long. He questioned who mails the citations, and why the City should contract with Red Speed instead of buying the equipment. He stated that he has some concerns about a party being rewarded by fines, which is the only way Red Speed will get paid. He is concerned about their incentive to give more tickets.

Mr. Parks explained the City will have the flexibility of deciding how much over the speed limit will be allowed, and the Police Department will have full discretion of signing off on each citation. Mr. Parks reviewed the steps involved in the process. He stated the law contemplates the nine-hour day. Red Speed prints and mails the citations. The only equipment used is a computer; it is all web based with no equipment needed. He explained the system and equipment would be a significant expense, with a lot of institutional knowledge on how to operate it. There isn't a program in the Country where municipalities are doing this themselves; it is complex. He stated they are a for-profit company, but safety is their product. They can not generate more violations than there are; they have no control over the numbers and who is speeding.

Council Member Norman Garrett stated it sounds like another way to get revenue to him. He questioned who receives the tickets, whether it is the driver.

Mr. Parks stated most Cities do not have extra police staff to sit in front of the schools to enforce speeds; it frees up the police to do community policing and other things that are needed. It

improves school safety dramatically at no expense, because the violations go down. The registered owner receives the ticket, just like a parking ticket or a toll ticket. He explained this is a common practice in Georgia and the reason there are no points or insurance ramifications.

Council, Chief Watts, and Mr. Parks discussed accidents and cameras in the school zones.

Council Member Tyler Gregory questioned what happens when someone decides not to pay the fine.

Mr. Parks answered per legislature there are three notices sent, and if the resident does not pay the citation after multiple attempts, a registration hold is placed on the vehicle.

Council, Chief Watts, and Mr. Parks discussed the medians on Church Street and the cameras not applying to Church Street, due to it not being a registered school zone.

Council Member Ross Bradley questioned the duration of the program and opt out options. Mr. Parks stated the initial contract term is one year and termination for convenience after 365 days with no penalties. The City could terminate prior to the year, with some cost recovery necessary.

City Attorney Paul Rosenthal clarified there are still others that must sign off on the contract prior to it being in place. GDOT, the School Board, and the Private School Board must all approve the contract first.

Chief Watts stated he has already talked to Superintendent Nathan Franklin, and he fully supports this moving forward.

Mayor and Council discussed doing some type of traffic control in the school areas instead of cameras and the impact of the YMCA and park traffic.

To approve a one-year contract with Red Speed to install cameras at no cost to the City, contingent upon GDOT and School Board approvals.

*Motion by Malcom, seconded by Little.
Voting no L. Bradley, Garrett, Gregory.
Passed 5-3.*

6. Walton Plaza Facility Exterior and Roof Renovation – Remaining Buildings

City Administrator Logan Propes requested approval to have Garland Company renovate the roof and exterior of the remaining Plaza Shopping Center buildings for \$1,449,936.00. He explained this will complete the renovation of all the existing facilities at this location. Building A will be a future home for telecom to be funded from the 2020 Bond proceeds totaling \$478,678.00. Buildings B, C, D, and E will cost \$971,288.00, which will be funded by borrowing from the reserves and paid back through future lease proceeds, along with new utility revenues from the tenants.

To approve Garland Company for the amount of \$1,449,936.00.

*Motion by Gregory, seconded by R. Bradley.
Passed Unanimously.*

7. Downtown Development Authority Intergovernmental Agreement

City Administrator Logan Propes presented the Intergovernmental Agreement between the City and the Downtown Development Authority to transfer the 116 South Broad Street property to the

DDA for the purpose of marketing and selling the property. He explained the DDA will find not only the best dollar value for the sale of the building, but also the right fit for downtown. The City will receive 90% of the proceeds from the sale after any and all fees and closing costs have been paid, and the DDA will receive 10% of the proceeds of the sale after any and all fees and closing costs have been paid.

Council Member Lee Malcom questioned whether the DDA would be marketing the sale of the building and asking for proposed plans before making a selection.

Mr. Propes answered the sale will not only be weighted on the price it will also be weighted on the best fit for the City. The Downtown Development Authority has powers that the Government usually wouldn't have to dispose of the asset.

To approve the Intergovernmental Agreement with the DDA.

*Motion by R. Bradley, seconded by Dickinson.
Passed Unanimously.*

8. Resolution – Budget Amendment for Planning & Code RFQ Project Funding

To approve the resolution as presented.

*Motion by Gregory, seconded by Malcom.
Passed Unanimously*

9. Madison Avenue Electric Rebuild

Mr. Brian Thompson stated the electric rebuild on Highland Avenue and Madison Avenue will be a multiyear CIP Project. The conductor and approximately 88 poles will be replaced; it will create a southern feeder to send the electricity to Broad Street more efficiently during emergencies. He explained the best prices have been picked from all of the individual bids, because none of the sealed bids had a complete materials list. The lowest bids came from Irby, Gresco, Ace Pole, and U-TEC for the total amount of \$518,145.35.

To approve the replacement of the Madison Avenue primary electric service for a total cost of \$518,145.35.

*Motion by Little, seconded by L. Bradley.
Passed Unanimously.*

10. Downtown Green Plan and Request for Authorization to Pursue Funding

Mayor John Howard discussed funding the project without going to GMA for a loan. Mayor Howard read an email that he sent to Council earlier in the day. Keeping you in the loop: I have discussed park funding with Mr. Little and come up with an option that may be palatable to everyone. We recommend pursuing a loan (as a credit line) from our Utility MCT Reserve Fund (Balance: \$17,000,000) in an amount up to \$2.5 million. There are two reasons for doing so #1 – The GMA Loan would be a fixed loan in the amount of \$3,200,000 at 2.5% rate versus the line of credit that will be drawn over time. #2 – Were we to take out the line of credit at 1%, our paydown on debt would be much less, which would allow us to pay back the total much more quickly. I propose we complete the projects at Mathews Park and the new Downtown Green. As those are repaid (and this is an absolute commitment from Council), we will move to “Re-Up” for another round of funding for Hammond, Kidd, and Coker. The only park holdout that may require funding is the new Reliant River Park. That appears to have some up-front investors that may require matching from the City to move forward. We will discuss that at a later date. If you will see below, our funding sources to pay down the credit line are plentiful.

Mayor Howard continued to read the information provided by Mr. Propes that was included in the email. On average so far in this SPLOST cycle we receive \$58,000 per month for our Parks program or around \$700,000 for the year. Expect this to go up based on Monroe Pavilion opening next year. We only have 43 months of collections remaining or a total of about \$2.5 million, conservatively. We have about \$610,000 currently available in SPLOST Parks Funds. Keep in mind we can use some SPLOST – Transportation Funds (currently available) to build the additional public parking areas and sidewalk around the perimeter so that lessens the bill to Parks SPLOST by about \$450,000. We estimate we need about \$3.2 million at the most for the Downtown Green Phase 1. All we were trying to do was advance fund the Downtown Green Project so we are shovel ready this fall. After completing the project, we will be able to hopefully receive some reimbursable grants totaling in excess of \$500,000 (conservatively because we have put in for more, just can't announce those at this time). The GMA lease purchase was a quick idea to get us ready. The best and easiest option is to use Utility MCT Funds to complete the project and pay it back from SPLOST proceeds and 1% interest from the General Fund. Easily done, with no additional debt. If we did this, it would allow our Parks SPLOST Capital Program to continue for all parks at some level.

Mayor, Council, and City Administrator discussed borrowing funds from the Utility Fund.

Council Member David Dickinson stated he is very much a proponent of getting the Parks system updated. The County let the City down during the ten years they had control, which is the reason 30% of the SPLOST allocation is for the Parks.

Mr. Dickinson made a motion for the City to loan itself \$2.5 million from the MCT to proceed with this project, but with the condition that Mathews Park gets finished first, prior to anything being done on the Town Green. Mathews Park needs the paving redone, the metal pavilion rebuilt and perhaps expanded, and the fishing in the lake needs to be restored.

Council Member Myoshia Crawford stated the motion needs to include another bathroom, along with the paving and restocking the pond; an additional bathroom is needed in the back.

Mr. Dickinson stated he would amend his motion to include an additional bathroom. Ms. Crawford seconded the motion.

Mr. Chris Bailey discussed the original plan from several years ago. The paving will be approximately \$95,000. He discussed replacing the metal pavilion, adding another pavilion along with tables where the old restroom was located, adding shade structures over the benches located around the pond that don't have natural shade, adding a fountain to aerate the pond, and the pond being restocked by DNR. He stated all of these updates would total about \$185,000. He stated the sewer, water, and power may all be issues with adding a restroom in the back. Mr. Bailey suggested checking the usage and successfulness on the recently added restroom prior to adding another one. He discussed the front area being made into a greenspace to beautify the roadside. He stated an additional \$200,000 could get all of this done, and then figure out what to do about the additional restroom.

Council and Mr. Propes further discussed the placement for the additional bathroom and pavilion.

Ms. Crawford questioned whether trails could be done through the park.

Mr. Bailey stated Crista Carrell is looking into putting a natural type of trail that is walkable, instead of the concrete trails in the original plans.

Council Member Lee Malcom questioned whether the entrance gets roped off after dark.

Mr. Bailey answered it does not get roped off, but the bathrooms have automatic locks that are set to lock from dusk until dawn.

Motion for the City to move forward with borrowing \$2.5 million from MCT, and do the things Council has annumerated at Mathews Park prior to doing anything being done on the Town Green. The projects at Mathews Park include the second bathroom, the trails, the pavilion on the other side, and the paving. The Town Green will be started after Mathews Park is completely finished.

Motion by Dickinson, seconded by Crawford.

Council Member Ross Bradley questioned whether the proposed amount to be borrowed needs to be increased to cover the extra costs.

Mayor Howard stated the line of credit will be coming after the \$610,000 that is currently available has been spent. The expense amount is currently at \$3.2 million, with an additional \$58,000 coming in this month, which is why the borrowed amount is at \$2.5 million.

Mr. Ross Bradley stated he would second Mr. Dickinson's motion and Ms. Crawford's amendment.

Council Member Nathan Little questioned the expected repayment of four years.

City Administrator Logan Propes explained there will be some reimbursable grant funds and some additional SPLOST capabilities. The money will go from the MCT Account to the General Fund, and an Advanced Funding Project Account will be set up in the General Fund. The borrowed funding will be used to get the Downtown Green Project shovel ready. At that time the SPLOST Funds will be able to pay back the General Fund, and the General Fund will subsequently pay back the MCT Account. He stated it is not open ended; he would like to have it completely paid back by the end of this SPLOST term, which is three and a half years.

Vice-Mayor Larry Bradley clarified the repayment will come from either the existing SPLOST or grants. It will be done within the next four years and no funds will be used other than those generated by the existing SPLOST, grants, and donations. No other tax payer funds will be used.

Mr. Propes answered that is the correct methodology for the repayment. This clears everything up so the City is not going into any more debt.

Vice-Mayor Bradley made a motion to amend the motion to include the repayment of debt will be over a four-year period of time; the funds will come out of SPLOST, grants, or donations, and no other tax payer funds will be utilized. *Mr. Little seconded the amendment.*

City Attorney Paul Rosenthal clarified that generally the City's adopted and accepted principles are to accept the amendment and vote on it.

To approve the motion by Mr. Dickinson, the second by Ms. Crawford, and the amendment by Mr. Bradley.

*Motion by L. Bradley, seconded by Little.
Passed Unanimously.*

11. Personnel Hearing Officer

City Administrator Logan Propes explained the City needs a Personnel Hearing Officer (PHO) pursuant to amendments that were made last year in the Personnel Policy under Appeal and Grievance Procedures, specifically Section 12. He presented the recommendation to hire Roy E. Manoll, III, with Fortson, Bentley & Griffin to serve as the City’s PHO for a discounted rate of \$300.00 an hour for a four-year term. Mr. Manoll is very well versed in employment law; he is from Athens and will be unbiased in matters.

Vice-Mayor Larry Bradley questioned whether Mr. Manoll is guaranteed any business.

City Attorney Paul Rosenthal answered that he will serve at the pleasure of the Mayor and City Administrator whenever appeals come up.

To accept Roy E. Manoll, III, as the Personnel Hearing Officer for a four-year term.

*Motion by Little, seconded by Dickinson.
Voting no Crawford.
Passed 7-1.*

V. MAYOR’S UPDATE

Mayor John Howard had no update tonight.

VI. ADJOURN

*Motion by Malcom, seconded by Garrett.
Passed Unanimously.*

MAYOR

CITY CLERK

**MONROE PLANNING COMMISSION
MEETING MINUTES
May 18, 2021**

Present: Randy Camp, Rosalind Parks, Chase Sisk, Nate Treadaway

Absent: Mike Eckles

Staff: Pat Kelley – Director of Planning and Code
Debbie Adkinson – Code Department Assistant
Laura Wilson – Code Department Assistant
Logan Propes – City Administrator
Paul Rosenthal – City Attorney
Brad Callender – Planner

Visitors: Mike Elrod, Chris McCrary, Todd Parker, Keith Black, Ron Anglin, Lee Rowell, Tom Treweek

CALL TO ORDER by Acting Chairman Camp at 5:30 pm.

Acting Chairman Camp asked for any changes, corrections or additions to the April 20, 2021 minutes.
To Approve minutes.

Motion Parks. Second Sisk
Motion carried unanimously

Acting Chairman Camp ask for a Code Officer Report.
Kelley: none

PH open 5:32 pm

The First Item of Business is for petition # ZONE- 000106-2021 for a Zoning Code Text Amendment #10 of the TABLE OF CONTENTS; SECT 300; SECT 520; SECT 570; SECT 620; SECT 645; SECT 646; AND SECT 700.

Brad Callender, the City of Monroe Planner spoke to the request. He briefly went through each change section by section.

Acting Chairman Camp asked for any opposition or any questions.

Parks asked if this needed to be handled in more than one meeting.
Rosenthal state this would be the public hearing for this meeting and then it goes to Council for first and second readings with a recommendation or no recommendation from the Planning Commission.

PH Closed at 5:40 pm

Acting Chairman Camp entertained a motion.
Motion to approve as presented.

Motion Parks. Second Treadaway.
Motion Carried

PH open 5:44 pm

The Second Item of Business is for ZONE-000107-2021 for a Zoning Map Amendment.

Pat Kelley presented the map changes based on the Zoning Text Amendment previously presented in this meeting. This map shows an increase in the area for the CBD overlay district. The map amendment also updates the map with all approved zoning actions taken to date and also adds the IOD overlay boundary. The map was on display at the meeting. The map can be seen on display at City Hall.

Acting Chairman Camp asked for any questions.
Acting Chairman Camp for any opposition. None

PH Closed 5:47 pm

Acting Chairman Camp entertained a motion.
To Approve as presented

Motion Treadaway. Second Parks
Motion Carried

Old Business:

The First Item of Business: Request for COA # PCOM-000095-2021 at 100 Saratoga Dr. Applicant is Lifeline Management Group LLC, owner of property. The request is for approval for a new development.

This item was withdrawn at the meeting.

New Business:

The First Item of Business: Request for Preliminary Plat Review # PLAT-000100-2021. The subdivision is for 56 lots. The applicant is Hambrick Station LLC, owner.

Code Dept recommends approval with changes.

Acting Chairman Camp entertained a motion.

To approve with 21 corrections as noted being a condition.

Motion Treadaway. Seconded Sisk.
Motion carried.

Acting Chairman Camp entertained a motion to adjourn.
To adjourn

Motion Parks. Second Sisk
Meeting adjourned at 6:07

Historic Preservation Commission
Meeting Minutes
May 25, 2021

Present: Crista Carrell, Susan Brown, Fay Brassie, Elizabeth Jones

Absent: Mitch Alligood

Staff: Pat Kelley, Director of Planning & Code
Debbie Adkinson, Code Department Assistant
Laura Wilson, Code Department Assistant
Brad Callender, Planner

Visitors: Denise and Dave Newman, Chris Collin, Sherie Hawkins, Andrea and Jared Campbell, Sam Davis

Meeting called to order at 6:00 P.M.

Chairman Carrell asked if there were any changes or corrections to the April 27, 2021 minutes. To approve with one change.

Motion by Brassie. Second by Jones
Motion carried.

The First Item of Business: Request for COA # HP-000105-2021 315 S Madison Ave. The applicant is Samuel Davis, owner of said property. The request is to make several changes to the exterior. Changes of doors, windows, back and front porches.

Sam Davis spoke to the request. He is wanting to remodel the house. He would like to change the windows to 1 over 1 panes, remove the door to the right and place siding to match over that space, replace the door on the left with a ¾ with ¼ glass at top, Close in the back porch to make a master closet, match siding on unmatched area on side of house and add door to back of this portion, and raise the roof and change the columns to square on front porch.

With much discussion of types of windows and doors and adding a tin roof to the front porch Chairman Carrell gave a summary of the motion. Windows being single pane over single pane, the front six over six windows will be replaced to make consistent with all others, remove second door on right and replace with siding to match existing siding, replace round columns with square ones, angle of porch roof to be changed with tin added to porch roof only, back porch to be closed in and become a closet, side will change to add siding to match existing siding and replace painted plywood, add a solid back door and on front door replace with ¾ door with ¼ solid pane

To approve as stated in summary.

Motion by Brown. Second by Brassie.
Motion Carried. COA granted.

Second Item of Business: Request for COA # HP-000104-2021 for 127 N Lumpkin St. The applicant is Strange Taco Bar Monroe-Chris Collin. They are asking to be approved to add windows and new garage door on the street elevation and change door on the rear elevation. He is also asking to be approved to add a mechanical platform with a ladder for heating and air units.

Chris Collin spoke to the request. He presented the Commission with a new layout showing the front door being recessed. He asks that he be approved for replacing the metal garage door with a glass garage door to come down to counter height. He discussed all other request. He spoke of possibly placing a mural on the south elevation facing the Wayfarer at a later date.

Chairman Carrell asked about the new service door on the rear elevation. Collin stated that a metal service entrance door would be placed on the South side of the rear elevation.

Chairman Carrell asked for any other questions or comments. Being none, she entertained a motion.

To approve as presented.

Motion by Brown. Second by Jones.
Motion carried COA granted

Third Item of Business: Request for COA for Exterior Changes # HP-000103-2021 for 706 S Broad St. The applicant, Sherie Hawkins is asking to make some exterior changes to include installing a driveway on backside of property, changing paint color to white, adding a black metal roof, black shutters, update lights and replace lattice underpinning with slats.

Sherie Hawkins spoke to the request. She stated there were a couple of changes including landscaping and she would like to place two tiny houses/buildings in the rear. She then discussed the items on the request. The standard type shutter is the preferred choice. She discussed the addendum for the tiny houses to be added.

Kelley stated there may be some zoning considerations that have to be taken into account for these additional buildings.

Chairman Carrell asked for any questions or comments. None
Chairman Carrell summarized the request as keeping the existing or removing the shutters completely, not going with what's in the application, using the horizontal slats instead of diagonal lattice on the porch skirting, if tiny houses are approved by Code they will keep the same shape, same look as existing house.

Chairman Carrell entertained a motion.
To approve as summarized adding black metal roof.

Motion by Brassie. Second by Jones.
Motion Carried. COA Granted.

Fourth Item of Business: Request for COA # HP-000102-2021 for 808 S Broad St. The applicant is Andrea Campbell, the owner. They request to make exterior changes including replacing roof with black composition shingles, repairing the chimney on the north end of the house and removing the chimney in the center of the house.

Andrea and Jared Campbell spoke to the request. She presented the plans for the chimneys. The chimney on the south side of the house needs to be removed for safety purposes. The chimney on the North side of the house will be covered with stucco to stabilize it.

There was much discussion on keeping both chimneys for the Historic structural integrity of the house. The decision was to get a quote on what it would take to retain the interior chimney. The commission also asked the owner to replace the metal columns. The faux brick is not in the plan to be removed.

Chairman Carrell asked for any questions or comments.

Campbell asked the commission if they were indeed ok with her removing the metal columns and the faux brick around the door and removing the screen door. She also asked where they stand on the chimney.

Brassie asked that she investigate the possibility of keeping the chimney. If it is out of price range that is understood.

Chairman Carrell summarized the request as adding a black shingled roof, square columns to replace the metal columns, the faux to be removed around the front door, screen door to come off. The chimney estimates will be sent into the Code office and forwarded to Commission Members for the final decision.

Chairman Carrell entertained a motion.
To approve as summarized.

Motion by Jones. Second by Brown
Motion Carried COA granted with conditions.

Fourth Item of Business: Request for COA # HP-000109-2021 for 219 Walton St. The applicants Denise and Dave Newman request to remove current sidewalk and steps, regrade slope, add new sidewalk and two piers depending on price, add irrigation and sod and foundation plantings.

Dave Newman spoke to the request. He gave a summary of what he has requested. The sidewalk would have 6 ft sections and then 1 step so the grade would be more gradual. They would like to replace the columns like the ones originally there. They would like to get the original pots to go on the columns.

Old Business:

Chairman Carrell the state has not given any information on the grant. Hope to know something at the next meeting.

Chairman Carrell asked if there were any questions or comments.

Chairman Carrell entertained a motion.

To approve

Motion by Brassie. Second by Jones
Motion carried. COA Granted.

Old Business:

Chairman Carrell reported that she had spoken to Daniel South about the Roe building. Daniel would like to host the Commission to do a walk through. There was discussion about materials and what could be restored. The decision was to leave it until after the Memorial service for Lindsey's sister. Someone will get in touch with Daniel after the first week in June.

She will be sending something to the Code Dept about the house on Walton Street.

New Business: None

Chairman Carrell entertained a motion to adjourn.

To adjourn

Motion by Brown. Second by Jones.
Motion carried. Adjourned at 7:06 pm



Downtown Development Authority

MINUTES

Thursday, April 08, 2021

8:00 AM

City Hall - 215 N. Broad Street

CALL TO ORDER

Meeting was called to order at 8:06 am.

ROLL CALL

PRESENT

- Chairman Lisa Anderson
- Secretary Andrea Gray
- Board Member Whit Holder
- Board Member Wesley Sisk
- City Council Representative Ross Bradley

ABSENT

- Vice Chair Meredith Malcom
- Board Member Charles Sanders
- Board Member Chris Collin

CITY STAFF

- Sadie Krawczyk
- Leigh Ann Walker

APPROVAL OF PREVIOUS MEETING MINUTES

- . DDA March Minutes

Approved - Motion made by Secretary Gray, Seconded by Board Member Sisk. Voting Yea: Chairman Anderson, Secretary Gray, Board Member Holder, Board Member Sisk, City Council Representative Bradley

APPROVAL OF FINANCIAL STATEMENTS

. DDA February Financials

Approved - Motion made by City Council Representative Bradley, Seconded by Secretary Gray.
Voting Yea: Chairman Anderson, Secretary Gray, Board Member Holder, Board Member Sisk,
City Council Representative Bradley

PUBLIC FORUM

No one present from the public.

CITY UPDATE

Highland lot under construction; Athens Tech field scheduled to be cleaned up in coming weeks; Request for Qualifications issued for Blaine Station (new police dept.) for planned commercial development zoning creation.

COUNTY UPDATE

None.

COMMUNITY WORK PLAN &REPORTS

Existing Environment - chess board, tic tac toe additions; new turtle, Highland lot improvements

Infill Development - Wayne Street block design; potential boutique hotel

9.3 acre Reliant tract in downtown site design will be coming before the city soon; closing delays on Wayne Street lots due to title issues.

Entertainment Draws - no update

Unicorn Day event will be April 9th - collaborative promotional event among downtown businesses.

PROGRAMS

Events - Car Show recap; Dockdogs is next

Farmers Market - opening day is May 8th

Gail Zorn is stepping down as market manager after 10 years of market involvement. We will be posting the open position through the city website.

FUNDING

SPONSORSHIP

FACADE GRANTS

. Amici Application - 132 E. Church Street

Approved for \$1,378.00 facade grant - Motion made by Board Member Sisk, Seconded by City Council Representative Bradley. Voting Yea: Chairman Anderson, Secretary Gray, Board Member Holder, Board Member Sisk, City Council Representative Bradley

COMMUNITY EVENT GRANTS

. MCDS 5K Application

Approved \$250.00 event grant - Motion made by City Council Representative Bradley, Seconded by Board Member Sisk. Voting Yea: Chairman Anderson, Secretary Gray, Board Member Holder, Board Member Sisk, City Council Representative Bradley

NEW BUSINESS

Walton Mill new tenants will be Keller Williams Realty, Everlasting Bridal, and Solid Ground Chiropractic; La Bellamie boutique, Strange Taco, new tea room also opening soon; J. Reynolds and Sidestreet will be moving to N. Highland building, which will open up 2 more spaces along Broad Street; W. Spring Street mural is coming together for spring install.

ANNOUNCEMENTS:

- Next meeting scheduled, May 13th, at 8:00 am at Monroe City Hall
- Citywide Clean Up day - Saturday, April 24th
- Congressional Art Contest - Saturday, April 24th
- National Main Street Conference - April 12-14
- Georgia Main Street Historic Preservation Training - May 12th

ADJOURN

Motion made by City Council Representative Bradley, Seconded by Board Member Holder. Voting Yea: Chairman Anderson, Secretary Gray, Board Member Holder, Board Member Sisk, City Council Representative Bradley



Downtown Development Authority

MINUTES

**Thursday, May 13, 2021
8:00 AM
City Hall - 215 N. Broad Street**

CALL TO ORDER

Meeting called to order at 8:03 am.

ROLL CALL

- PRESENT
Chairman Lisa Anderson
Vice Chair Meredith Malcom
Secretary Andrea Gray
Board Member Whit Holder
Board Member Charles Sanders
Board Member Chris Collin

- CITY STAFF
John Howard
Les Russell
Logan Propes
Sadie Krawczyk

- ABSENT
Board Member Wesley Sisk
City Council Representative Ross Bradley

APPROVAL OF PREVIOUS MEETING MINUTES

- . DDA April Meeting Minutes

Approved - Motion made by Secretary Gray, Seconded by Board Member Holder.
Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder,
Board Member Sanders, Board Member Collin

APPROVAL OF FINANCIAL STATEMENTS

. DDA March Financials

Approved - Motion made by Board Member Sanders, Seconded by Board Member Holder.
Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder,
Board Member Sanders, Board Member Collin

PUBLIC FORUM

Mary Hall representing Walnut Grove City Council

CITY UPDATE

Intergovernmental Agreement for the sale of 116 S. Broad Street was agreed upon by city council; Downtown Green funding mechanism decided by city; RFQ for zoning consultation for Blaine Street Station and planned districts has been complete, Lord Aeck Sargent hired by city for these services; Infill Overlay District revisions and Central Business District expansion are before Planning & Zoning this month and City Council in June; Monroe Pavilion in on track to complete construction end of 2021 and planning to open January 2022.

COUNTY UPDATE

None.

COMMUNITY WORK PLAN &REPORTS

Existing Environment -

Mural is moving forward on W. Spring Street wall; Bicentennial Banners have been ordered; Highland parking lot redesign is now complete and having a very positive impact on downtown.

Infill Development -

Wayne Street parcels are still under contract but delayed due to title issues; Carmine Fiscetti is working on the site design for the block and will have drafts soon for DDA review.

The board discussed next steps for the Ice Box retail spot behind the Visitors Center. Sadie will gather costs for installing a concrete pad and bringing utilities to the pad, and we will structure a two year lease to recover these initial expenditures for the site.

Entertainment Draws -

Due to the success of Unicorn Day, downtown businesses are planning to coordinate more themed days such as Dinosaur Day in June and potentially a Pirate Day in the fall.

PROGRAMS

Events

MWCA will host their garden tour this Saturday; June concert is the next downtown event; May concert seemed to be the largest crowd we have ever had for a May concert; Monroe Blooms Flower Festival is coming together nicely for June 19th.

Downtown Design

No update.

Farmers Market

The opening day of the market went very well! Audrey Fuller has been hired as the new market manager, and she is shadowing Gail Zorn to learn the systems in place.

FUNDING

SPONSORSHIP

Coming as pledged.

FACADE GRANTS

Board member Collin left the chambers while we were considering action on the facade grants.

. 107 N. Broad Street

Approved for \$1500.00 grant - Motion made by Vice Chair Malcom, Seconded by Secretary Gray. Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sanders
Voting Abstaining: Board Member Collin

. 109 N. Broad Street

Approved for \$1500.00 grant - Motion made by Board Member Sanders, Seconded by Board Member Holder.
Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sanders
Voting Abstaining: Board Member Collin

COMMUNITY EVENT GRANTS

None.

NEW BUSINESS

The following IGA was reviewed and adopted by the board - Motion made by Secretary Gray, Seconded by Vice Chair Malcom. Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sanders, Board Member Collin

INTERGOVERNMENTAL AGREEMENT CONCERNING THE TRANSFER AND SALE OF 116 SOUTH BROAD STREET MONROE, GEORGIA 30655

This Intergovernmental Agreement is made and entered into this ___ day of _____, 2021 by and between the City of Monroe, Georgia, a duly incorporated municipality organized and operating under the laws of the State of Georgia (the "City") and the Downtown Development Authority of the City of Monroe (the "DDA")(the "Agreement") (with both the City and DDA being referred to herein collectively as the "Parties").

RECITALS

WHEREAS, the City acquired the property commonly known as 116 South Broad Street, Monroe, Georgia 30655 by virtue of that certain Warranty Deed dated September 19, 2005, and recorded in Deed Book 2299, pages 303-304, Walton County, Georgia records (the "Property"), said deed being attached hereto as Exhibit "A" for a more complete description of the Property; and,
WHEREAS, the City currently holds title to the Property, free and clear of any and all known encumbrances; and,
WHEREAS, the City currently operates the City of Monroe Police Department (the "Police Department") and the City of Monroe Municipal Court (the "Municipal Court") at the Property; and,
WHEREAS, the City recently acquired the property commonly known as 140 Blaine Street, Monroe, Georgia 30655 by virtue of that certain Quitclaim Deed dated December 21, 2017, and recorded in Deed Book 4168, page 321, Walton County, Georgia records (the "New Property"); said deed being attached hereto as Exhibit "B" for a more complete description of the New Property; and,
WHEREAS, the City is in the process of remodeling the New Property for the purpose of relocating the Police Department and the Municipal Court; and,
WHEREAS, upon completion of the City's remodeling of the New Property and relocation of the Police Department and the Municipal Court, the City will no longer occupy the Property; and,
WHEREAS, the City is desirous of transferring the Property to the DDA for the purpose of marketing and selling the Property for the general benefit and wellbeing of the public and to promote economic development within the City; and,
WHEREAS, the DDA is desirous of acquiring the Property for the purpose of marketing and selling the Property for the general benefit and wellbeing of the public and to promote economic development within the City, particularly the downtown core; and,
WHEREAS, the City and DDA desire to support the economic wellbeing of the City and its citizens, particularly by encouraging economic growth and development within the Central Business District of Downtown Monroe where the Property is located; and,

WHEREAS, pursuant to O.C.G.A. § 36-42-2, the DDA is responsible for the revitalization and redevelopment of the downtown area of the City under its purview by promoting public good, general welfare, commerce, industry, and employment opportunities of the City and State; and, WHEREAS, pursuant to O.C.G.A. § 36-42-8, the DDA may acquire and dispose of real property of every kind and character, or any interest therein, in furtherance of the public purpose of the DDA.

NOW THEREFORE, for and in consideration of the mutual covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

TERMS OF AGREEMENT

1. The City: Within thirty (30) days of execution of the Agreement, the City shall transfer any and all right, title, interest, and equity the City has in and to the Property by Limited Warranty Deed (the “Deed”) to the DDA. The consideration for such transfer is agreed to be the obligation of the Parties under this Agreement.

2. The DDA: Within thirty (30) days of recordation of the Deed, the DDA shall actively list, market, and advertise the Property for sale in an amount not less than Ninety Percent (90%) of the then Fair Market Value of the Property unless otherwise agreed by the Parties in writing. Additionally, the DDA shall carry out the following in regards to marketing and selling the Property:

The DDA shall market and advertise the Property for sale by conducting a public Request For Proposal Process (“RFP”) to the public in any media or social networking conduit as deemed appropriate by the DDA; and,

The RFP terms and conditions shall be developed by the DDA in its sole discretion; and, Upon receipt of any proposals derived for the RFP, the DDA shall take into consideration (a) any and all effects the proposals may have upon the revitalization and redevelopment of the Central Business District (“CBD”) of the City, (b) any and all effects the proposals may have upon the development and promotion of the general welfare of the public, the CBD, and the City, (c) any and all effects the proposals may have upon existing and surrounding industries, trades, commerce, and employment opportunities for the general welfare of the public, the CBD, and the City, and (d) any and all relative economic impacts that may be associated with the proposals; and,

The DDA shall meet with prospective buyers or agents for the purpose of inspecting and walking the Property; and,

From time to time, the DDA shall keep the City apprised of any reasonable offers or inquiries from prospective buyers or agents; and,

The DDA shall have the authority to enter into any purchase and sale agreement for the Property it deems in the best interests of the DDA and the City, in its sole discretion, provided such agreement does not conflict with the terms and conditions of this Agreement.

3. Term: The initial term of this Agreement shall commence on July 1, 2021 and end on December 31, 2021, unless terminated earlier in writing by mutual agreement by the Parties.

Thereafter, the term of this Agreement shall automatically renew for successive six (6) month terms until the Property is sold unless otherwise agreed to in writing by the Parties.

4. Proceeds: Upon the sale of the Property, the proceeds from the sale shall be divided between the Parties as follows:

a. The City shall receive 90% of the proceeds from the sale of the Property after any and all fees and costs of closing have been paid associated therewith. The City shall deposit the sales proceeds into the General Fund for the City.

b. The DDA shall receive 10% of the proceeds from the sale of the Property after any and all fees and costs of closing have been paid associated therewith. The DDA shall deposit and utilize its portion of the sales proceeds in a manner that is commensurate with the general purpose of the DDA.

5. Entire Agreement: This Agreement incorporates all prior negotiations, interpretations and understandings between the Parties and is the full and complete expression of their agreement. This Agreement supersedes all prior or contemporaneous negotiations, commitments, agreements and writings between the Parties with respect to the subject matter hereof. All such other negotiations, commitments, agreements and writings shall have no further force or effect, and the Parties to any such other negotiation, commitment, agreement or writing will have no further rights or obligations thereunder.

6. Modification: Any change, alteration, deletion, or addition to the terms set forth in this Agreement must be in the form of a written modification signed by both Parties.

7. Counterparts: This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

8. Governing Law: This Agreement shall be governed by and construed in accordance with the laws of the State of Georgia.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals on the day and year first hereinabove written.

CITY OF MONROE, GEORGIA

By: _____

John S. Howard
Mayor

Attest: _____

Name: _____

Title: _____

[SEAL]

DOWNTOWN DEVELOPMENT AUTHORITY
OF THE CITY OF MONROE

By: _____

Attest: _____

Name: _____
Title: _____

[SEAL]

Y:\Client Files\PLR\City of Monroe - 05.247.01\2020 116 S. Broad St IGA\2020.11.24. IGA re 116 S. Broad St. v4.docx

ANNOUNCEMENTS:

Next meeting scheduled, June 10th, at 8:00 am at Monroe City Hall.

Reschedule to June 3rd or June 24th?

June meeting was set for Thursday, June 3, 2021 at 8:00 am.

ADJOURN

Motion made by Board Member Holder, Seconded by Board Member Sanders. Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sanders, Board Member Collin



Convention and Visitors Bureau

MINUTES

Thursday, April 08, 2021

9:00 AM

City Hall - 215 N. Broad Street

CALL TO ORDER

Meeting was called to order at 9:11 am.

ROLL CALL

PRESENT

- Chairman Lisa Anderson
- Secretary Andrea Gray
- Board Member Whit Holder
- Board Member Wesley Sisk
- City Council Representative Ross Bradley

ABSENT

- Vice Chairman Meredith Malcom
- Board Member Charles Sanders
- Board Member Chris Collin

CITY STAFF

- Sadie Krawczyk
- Leigh Ann Walker

APPROVAL OF EXCUSED ABSENCES

APPROVAL OF MINUTES FROM PREVIOUS MEETING

- . CVB March Minutes

Approved - Motion made by Secretary Gray, Seconded by City Council Representative Bradley.
Voting Yea: Chairman Anderson, Secretary Gray, Board Member Holder, Board Member Sisk,

City Council Representative Bradley

APPROVAL OF CURRENT FINANCIAL STATEMENTS

. CVB February Financials

Approved - Motion made by City Council Representative Bradley, Seconded by Board Member Holder.

Voting Yea: Chairman Anderson, Secretary Gray, Board Member Holder, Board Member Sisk, City Council Representative Bradley

Chairman's Report

None.

Director's Report

None.

OLD BUSINESS

Monroe Bicentennial Planning

The city is working on a bicentennial t-shirt, 5K race, and planning a larger event on 11/30.

Chairman Anderson asked who would like to participate on a Bicentennial Planning committee - Lisa and Andrea volunteered to serve.

NEW BUSINESS

Every Door Direct mailer has been sent; TV commercials are ready to air and will begin during Braves season

ANNOUNCEMENTS

Next meeting will be May 13, 2021 at Monroe City Hall

ADJOURN

Motion made by City Council Representative Bradley, Seconded by Board Member Sisk.

Voting Yea: Chairman Anderson, Secretary Gray, Board Member Holder, Board Member Sisk, City Council Representative Bradley



Convention and Visitors Bureau

MINUTES

Thursday, May 13, 2021

8:00 AM

City Hall - 215 N. Broad Street

CALL TO ORDER

Meeting was called to order at 8:47 am.

ROLL CALL

PRESENT

- Chairman Lisa Anderson
- Vice Chairman Meredith Malcom
- Secretary Andrea Gray
- Board Member Whit Holder
- Board Member Charles Sanders
- Board Member Chris Collin

CITY STAFF

- Les Russell
- John Howard
- Logan Propes

ABSENT

- Board Member Wesley Sisk
- City Council Representative Ross Bradley

APPROVAL OF EXCUSED ABSENCES

APPROVAL OF MINUTES FROM PREVIOUS MEETING

- . CVB April Meeting Minutes

Approved - Motion made by Board Member Holder, Seconded by Secretary Gray.
Voting Yea: Chairman Anderson, Vice Chairman Malcom, Secretary Gray, Board Member Holder, Board Member Sanders, Board Member Collin

APPROVAL OF CURRENT FINANCIAL STATEMENTS

. CVB March Financials

Approved - Motion made by Board Member Holder, Seconded by Board Member Sanders.
Voting Yea: Chairman Anderson, Vice Chairman Malcom, Secretary Gray, Board Member Holder, Board Member Sanders, Board Member Collin

Chairman's Report

None.

Director's Report

None.

OLD BUSINESS

Bicentennial shirt has been created for City events in three colors; TV commercial is currently airing

NEW BUSINESS

Explore Georgia is offering a Trip Advisor Marketing Co-op to CVBs. Sadie has registered for an informational webinar coming up on May 17th to find out more.

The board approved an expenditure of up to \$5,000.00 on this Co-op opportunity if staff decides to proceed following the webinar. Motion made by Board Member Holder, Seconded by Board Member Collin.

Voting Yea: Chairman Anderson, Vice Chairman Malcom, Secretary Gray, Board Member Holder, Board Member Sanders, Board Member Collin

ANNOUNCEMENTS

Next meeting will be June 2021 at Monroe City Hall.

Next meeting will be June 3, 2021 at 9:00 am at City Hall.

ADJOURN

Motion made by Vice Chairman Malcom, Seconded by Board Member Collin.

Voting Yea: Chairman Anderson, Vice Chairman Malcom, Secretary Gray, Board Member

Holder, Board Member Sanders, Board Member Collin



To: City Council, Committee, Mayor, City Administrator
From: Rodney Middlebrooks, Director of Water & Gas
Department: Water Treatment
Date: 6/1/2021
Description: Approval of Proposal for Engineering Services

Budget Account/Project Name: Water Plant Upgrades

Funding Source: Utility Bond

Budget Allocation: \$3,000,000.00

Budget Available: \$3,000,000.00

Requested Expense: \$207,490.00

Company of Purchase: Wiedeman & Singleton

Recommendation: Staff recommends approval for engineering services by Wiedeman & Singleton for a new 1-million-gallon clear well at the Water Treatment Plant.

Background: The City's long-term plan was to construct an additional clear well for another 1 million gallons of finished water storage. With the Loganville transmission main coming online soon and the continued deterioration of clear well #1, this would provide the additional water storage needed as both the City's and Loganville's water systems continue to grow.

Attachment(s):

Wiedeman & Singleton Proposal

WIEDEMAN AND SINGLETON, INC.
CIVIL AND ENVIRONMENTAL ENGINEERS

TROY BEGAN
PETER JOHNS

3091 GOVERNORS LAKE DRIVE
SUITE 430
NORCROSS, GEORGIA 30071

PETER SNYDER
HAROLD WIEDEMAN

131 EAST MAIN STREET
SUITE 300
ROCK HILL, SOUTH CAROLINA 29730

WWW.WIEDEMAN.COM

May 12, 2021

Sent Via Email

Mr. Rodney Middlebrooks
Water & Gas Director
City of Monroe Utility Department
215 N. Broad Street
Monroe, Georgia 30655

Re: Proposal for Engineering Services –
Monroe Water Treatment Plant Clearwell #4

Dear Mr. Middlebrooks:

Per your request, our proposal to provide the required professional engineering services associated with installing Clearwell #4 at the City’s Water Treatment Plant is attached. We envision Clearwell #4 being designed with a total volume of approximately 1 million gallons of finished water storage, as a cast in place concrete structure with interior baffles to help prevent short-circuiting and to optimize disinfection. This new clearwell and additional finished water storage will be advantageous in supplying increased water demands, including the City’s new contract to supply potable water to the City of Loganville.

If you have any questions or need any additional information, please let me know. We appreciate the City’s consideration of our firm and are prepared to begin work upon receiving the City’s authorization.

Sincerely,
WIEDEMAN AND SINGLETON, INC.



Peter J. Johns, P.E.
Chairman

Enclosures

I: SCOPE OF SERVICES

Project Understanding

As shown in **Figure 1** below, the long-term plan at the City’s Water Treatment Plant (WTP) has been to construct additional clearwell storage when customer demands dictated. Based on the City’s recent execution of a contract to supply the City of Loganville with potable water, coupled with the continued deterioration of Clearwell #1 (i.e., the oldest and smallest clearwell), it is our understanding that the City is ready to proceed with the installation of Clearwell #4.

Similar to the City’s existing clearwells at the WTP, we envision Clearwell #4 being designed as a cast-in-place concrete structure with interior baffles to help prevent short-circuiting and to optimize disinfection. The total desired volume for Clearwell #4 is 1 million gallons (MG) and the tank should be configured to operate both in series and parallel with the other existing clearwells.

Our proposed scope of services for providing professional engineering services to assist the City of Monroe with the installation of Clearwell #4 is presented herein. For the purpose of preparing our proposal, we have assumed that the project will be implemented as a traditional design-bid-build project with a general contractor selected to construct the new clearwell.

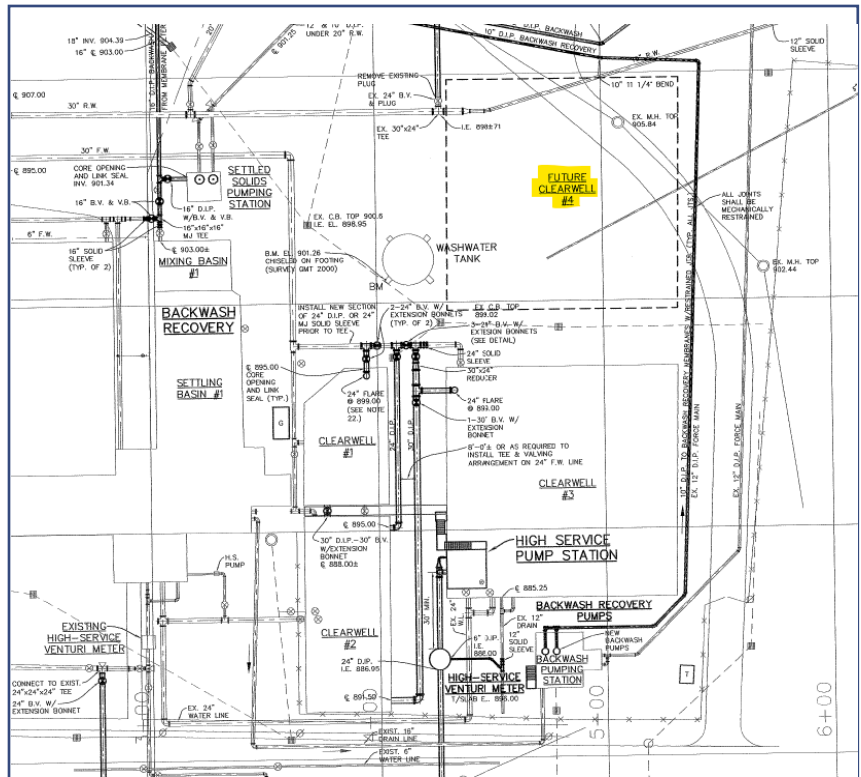


Figure 1 – Monroe WTP Clearwell Layout

Scope of Services

We have divided our proposed scope of services for the referenced project into the following work tasks:

- Design Phase Services (Work Task 001);
- Bid Phase Services (Work Task 002); and,

- Construction Phase Services (Work Task 003).

A detailed breakdown of our proposed services for each of these work tasks is presented herein.

DESIGN PHASE SERVICES (WORK TASK 001)

SUBTASK 1.01 – CONDUCT PROJECT KICK-OFF MEETING

After being issued a Notice to Proceed, Wiedeman and Singleton (W&S) will conduct a project kick-off meeting with the City's project team/staff at the water treatment plant site to review the proposed project objectives, schedule, and special conditions. The meeting agenda will be prepared by W&S.

SUBTASK 1.02 – PERFORM REQUIRED FIELD SURVEYING SERVICES

W&S will hire a registered land surveyor (RLS) to survey the proposed clearwell site with adequate detail to produce the civil site and erosion and sedimentation control plans with maximum 2-foot contour intervals. Also, all existing above ground features such as structures, driveways, roads, curbing, catch basins, etc. at these sites will be surveyed and shown on the proposed construction drawings.

SUBTASK 1.03 – PERFORM GEOTECHNICAL INVESTIGATION

A geotechnical investigation will be conducted by Southern Geotechnical Consultants, LLC at the proposed site. The purpose of the geotechnical investigation will be to establish engineering criteria for foundation design; recommended methods of excavation during construction; and, to identify groundwater levels. Southern Geotechnical Consultants will present their recommendations in a written report following their field and office investigations.

Geotechnical services (e.g. soil testing, sub-grade inspection, etc.) which may be

required during construction are outside of these proposed scopes of service. These services will be specified in the contract documents to be furnished and paid for by the general contractor(s) constructing the work.

SUBTASK 1.04 – PREPARE DETAILED DESIGN DRAWINGS AND SPECIFICATIONS

The project design drawings will progress with preparation of a 45% Preliminary Review set; a 95% Final Review set with a cost estimate; and finally, a 100% Bid Ready set. Formal reviews will be conducted with the City staff using the 45% and 95% drawing sets (see *Subtask 1.05*).

W&S will prepare the proposed construction drawings using Autodesk's AutoCAD and Revit 3D software. These drawings, and the project specifications, will be prepared in accordance with standards developed by the City of Monroe, requirements of Georgia EPD, Ten State Standards, and accepted engineering practice.

Construction plans will include sedimentation and erosion control drawings suitable for acquiring a Land Disturbance Permit (LDP).

Specifications will be prepared in accordance with the Construction Standards Institute (CSI) format.

SUBTASK 1.05 – CONDUCT FORMAL DESIGN REVIEW MEETINGS WITH CITY STAFF AT THE 45 AND 95 PERCENT COMPLETION LEVELS

W&S will present design drawings to the City staff at the 45 and 95 percent completion levels of detailed design and meet to discuss concerns and to receive any review comments. Project deliverables will be forwarded to City staff at least one week prior to these meetings for their internal review.

SUBTASK 1.06 – ASSIST CITY WITH PERMITTING AND AGENCY REVIEWS

W&S will assist the City with all required permitting and regulatory approvals, including local review(s) and approval by Georgia EPD. This will also include such activities as, preparing permit applications and drawings; attending meetings; and revising contract documents following agency reviews.

SUBTASK 1.07 – QA/QC REVIEW

All deliverables will be reviewed and approved internally by senior level staff of W&S prior to their submittal to the City.

Work Task 001 Deliverables

W&S will furnish the City with the following deliverables on this phase of the project:

- ❑ Meeting Agendas
- ❑ Subsurface Investigation Report
- ❑ Contract Plans and Specifications (45%, 95%, and 100% – Bid Ready)
- ❑ Permit Applications and Submittals, including Georgia EPD and local jurisdictions
- ❑ Updated Construction Cost Estimate at 95% design completion

BID PHASE SERVICES (WORK TASK 002)

SUBTASK 2.01 – ASSIST WITH PRE-QUALIFICATION OF CONTRACTORS AND SOLICITATION OF BIDS

W&S will assist the City with the pre-qualification of bidders, solicitation of bids, and distribution of construction documents (PDF format) to pre-qualified bidders.

SUBTASK 2.02 – RESPOND TO QUESTIONS FROM CONTRACTORS AND SUPPLIERS DURING THE BID PHASE OF THE PROJECT

W&S will receive, log, and respond to questions from prospective bidders and suppliers during the bidding period. If a clarification of the plans and specifications is needed, all plan holders will be notified by addendum.

SUBTASK 2.03 – ISSUE ADDENDA AS REQUIRED

W&S will prepare and issue any necessary addenda. Addenda will be submitted to the City staff for approval prior to general distribution to plan holders.

SUBTASK 2.04 – ASSIST WITH THE BID OPENING MEETING AND PROVIDE A TABULATION OF BIDS AND RECOMMENDATION OF AWARD

W&S will assist the City with the bid opening. All bids will be checked for accuracy and tabulated. The low bidder will be identified and a written recommendation for contract award will be provided to the City. Prior to recommending award of the contract, W&S will check the contractor's bonding company financial rating and capacity and make sure they are properly registered in Georgia.

SUBTASK 2.05 – PREPARE CONSTRUCTION READY DOCUMENTS

After authorization from the City, W&S will prepare "Construction Ready" documents (plans and specifications) for execution by the general contractor selected for award. These updated documents will include changes issued by addenda and information submitted by the general contractor at bid time. Once executed by the general contractor, validity of bonds will be checked by W&S and the documents will be forwarded to the City for final execution.

Work Task 002 Deliverables

W&S will furnish the City with the following deliverables for this phase of the project:

- ❑ Contractor Pre-qualification Documents
- ❑ Recommendation Letter for Pre-qualification of Contractors
- ❑ Prepare and issue Addenda (if necessary)
- ❑ Bid Tabulation
- ❑ Recommendation Letter to the City to award or reject bids
- ❑ Construction Ready Plans and Specifications

CONSTRUCTION PHASE SERVICES (WORK TASK 003)**SUBTASK 3.01 – REVIEW SHOP DRAWINGS AND SUBMITTALS**

All shop drawing submittals from the general contractor will be received, logged, and reviewed by W&S for compliance with the requirements of the construction contract. A timely review of shop drawings is essential to avoid costly delays. Under normal circumstances, shop drawing turnaround time will be within 21-days of receipt; complicated and more critical submittals may require slightly longer review times.

SUBTASK 3.02 – EVALUATE REQUESTS FOR CHANGES AND INFORMATION

W&S will interpret contract documents and, if necessary, prepare formal change orders for execution. To assist the City, we will give our opinion of the cost for all change orders and recommend a course of action to be taken.

SUBTASK 3.03 – ASSIST IN INTERPRETING CONTRACT DRAWINGS AND CONFLICT RESOLUTION

W&S will provide ongoing consultation during construction to resolve construction related issues. This will include office support and field inspections on a regularly scheduled basis (see *Subtask 3.05*).

SUBTASK 3.04 – COORDINATE AND CONDUCT MONTHLY PROGRESS MEETINGS

The Construction Project Manager for W&S will conduct and distribute minutes from monthly construction progress meetings with the City staff and the general contractor. The following items will be discussed at each progress meeting:

- ❑ Project schedule;
- ❑ Specific tie-ins and upcoming special meetings;
- ❑ Request for Information items;
- ❑ Payment/Construction conformance with the contract documents;
- ❑ Construction quality;
- ❑ Contract disputes and requests for changes;
- ❑ Coordination required between contractor and other parties; and,
- ❑ Status of shop drawings, pay requests, and change orders.

Prior to each meeting, the W&S Construction Project Manager will visit the site and review progress. A preconstruction conference with the general contractor will be conducted during the first progress meeting.

SUBTASK 3.05 – PROVIDE PERIODIC ON-SITE FIELD INSPECTIONS

For purposes of preparing this proposal, we have assumed that part-time resident inspection will be required for this project. The primary responsibility of the resident inspector

will be to help ensure that the proposed improvements are constructed in accordance with the construction plans and specifications. Observations of the inspector will be recorded in an inspection log and summarized in a site inspection report. The resident inspector will review and process monthly pay requests from the general contractor, and will also participate in all project meetings during construction.

Based on the type of project to be constructed and the construction period (approximately 12-months), we have allocated a total of 312-hours of part-time inspection. Additional hours, if required and authorized by the City, can be provided on an hourly basis.

SUBTASK 3.06 – ASSIST WITH FINAL INSPECTIONS AND PREPARE CLOSE-OUT DOCUMENTS

W&S will conduct a final inspection of the construction work, during which time deficiencies will be identified and a “punch list” prepared. Follow up inspections will also be performed to verify that corrective actions have been taken.

More specifically, W&S will perform the following tasks during the final inspection:

- ❑ Inspection of the entire project to determine if any areas are not in conformance with the contract plans and specifications.
- ❑ Assure that all modifications have been tested properly.
- ❑ If necessary, make a final check of the location and grade of facilities for record purposes.
- ❑ Examine remedial work and determine if specifications have been satisfied.

After all work is properly completed, a recommendation for acceptance of the project and final payment will be made to the City.

SUBTASK 3.07 – PREPARE RECORD DRAWINGS

Authorized changes as recorded throughout the construction period will be incorporated into the engineering plans to produce a set of record drawings (a.k.a., as-built drawings). AutoCAD and PDF files of the record drawings will be provided.

SUBTASK 3.08 – ONE-YEAR WARRANTY ASSISTANCE

W&S will assist the City during the one-year warranty period on the project to help resolve deficient construction problems. Additionally, prior to the expiration of the warranty period, W&S will conduct an inspection of the project with the City staff to help identify any warranty items that require correction by the general contractor.

Work Task 003 Deliverables

W&S will furnish the City with the following deliverables on this phase of the project:

- ❑ Shop Drawing Review Memos
- ❑ Construction RFI Responses
- ❑ Preparation of Construction Change Orders
- ❑ Construction Meeting Agendas & Minutes
- ❑ On-site Inspection Reports
- ❑ Review of Monthly Contractor Pay Requests
- ❑ List(s) of Outstanding/Deficient Construction Work
- ❑ Project Completion Certification
- ❑ Record Drawings

II: FEE PROPOSAL

To complete the proposed scope of services outlined herein, our estimate of total man-hours and costs are summarized in the table below.

Summary of Proposed Man-hours and Fees

Phase	Total Man-hours	Labor Costs	Direct Expenses¹	Total Costs
Design Phase Services (Work Task 001)	628	\$72,800.00	\$14,850.00	\$87,650.00
Bid Phase Services (Work Task 002)	192	\$19,680.00	\$500.00	\$20,180.00
Construction Phase Services (Work Task 003)	834	\$93,300.00	\$6,360.00	\$99,660.00
Totals	1,654	\$185,780.00	\$21,710.00	\$207,490.00

Notes: ¹ Includes costs of subconsultants.

A more detailed task-discipline matrix for each of these phases of service (referred to herein as work tasks) is attached. Please note that administrative and clerical services are not billed separately on our projects and are included in our overhead rate. As such, man-hours for these tasks are not included in our total estimate of man-hours for the project.

Mileage for trips required from our home office in Atlanta will be billed at current IRS mileage rates. Other expenses, including subconsultants, will be billed at our direct cost without markup.



WIEDEMAN AND SINGLETON, INC.
Civil and Environmental Engineers

Man-hour Planning Sheet

Client/Facility: CITY OF MONROE, GEORGIA
 Project Title: **MONROE WATER TREATMENT PLANT CLEARWELL #4**
 Prepared by: WIEDEMAN AND SINGLETON, INC.

Work Task Name **DESIGN PHASE SERVICES**
 Work Task Number **001**

Notes:	Sub-tasks	Name of Team or Classification					Total	
		PRIN/PM	SR PE	PE	EIT			
	1.01 CONDUCT PROJECT KICK-OFF MEETING	4	4	4			12	\$1,740.00
	1.02 PERFORM REQUIRED FIELD SURVEYING SERVICES (W&S COORD. TIME)	2		8			10	\$1,250.00
	1.03 PERFORM GEOTECHNICAL INVESTIGATION (W&S COORD. TIME)	2		8			10	\$1,250.00
	1.04 PREPARE DETAILED DESIGN DRAWINGS AND SPECIFICATIONS	60	80	120	280		540	\$59,300.00
	1.05 CONDUCT FORMAL DESIGN REVIEWS AT 45% AND 95% COMPLETION	8	8	16			32	\$4,360.00
	1.06 ASSIST CITY WITH PERMITTING AND AGENCY REVIEWS	4		20			24	\$2,940.00
	1.07 QA/QC REVIEW	20					0	\$3,700.00
							0	\$0.00
							0	\$0.00
Deliverables								
1. MEETING AGENDAS & NOTES								
2. SUBSURFACE INVESTIGATION REPORT								
3. CONSTRUCTION PLANS AND SPECS								
4. PERMIT APPLICATIONS								
5. UPDATED CONSTRUCTION COST ESTIMATE								
	Total Hours Per Team Member	96	88	172	280	0	0	
		Total Planned Hours					628	
	Total Hourly Rate Per Team Member	\$185.00	\$140.00	\$110.00	\$85.00	\$0.00	\$0.00	
	Total Cost Per Team Member	\$17,760.00	\$12,320.00	\$18,920.00	\$23,800.00	\$0.00	\$0.00	
	Direct Expenses						Total Package Cost	\$87,650
	Mileage, Copying, etc.	\$500.00						
	Field Surveying (Subconsultant)	\$2,400.00	Robbie Henderon, RLS					
	Electrical & Instrumentation Design (Sub)	\$5,000.00	ESAD					
	Geotechnical Subsurface Investigation (Subconsultant)	\$6,950.00	Southern Geotechnical Consultants					



WIEDEMAN AND SINGLETON, INC.
Civil and Environmental Engineers

Man-hour Planning Sheet

Client/Facility: CITY OF MONROE, GEORGIA
 Project Title: **MONROE WATER TREATMENT PLANT CLEARWELL #4**
 Prepared by: WIEDEMAN AND SINGLETON, INC.

Notes:	Sub-tasks	Name of Team or Classification					Total		
		PRIN/PM	SR PE	PE	EIT				
	2.01 ASSIST W/ PRE-QUALIFICATION OF CONTRACTORS & SOLICITATION OF BIDS	4		8	16		28	\$2,980.00	
	2.02 RESPOND TO QUESTIONS FROM CONTRACTORS & SUPPLIERS	4	8	16	40		68	\$7,020.00	
	2.03 ISSUE ADDENDA AS REQUIRED	4	4	12	40		60	\$6,020.00	
	2.04 PROVIDE A TABULATION OF BIDS & RECOMMENDATION FOR AWARD	2		4	8		14	\$1,490.00	
	2.05 PREPARE CONSTRUCTION DOCUMENTS	2		4	16		22	\$2,170.00	
Deliverables									
1. CONTRACTOR PRE-QUALIFICATION DOCUMENTS									
2. ADDENDA (IF NECESSARY)									
3. BID TABULATION									
4. BID RECOMMENDATION LETTER									
5. CONSTRUCTION CONTRACT & CONSTRUCTION READY DOCUMENTS (PLANS & SPECS)									
	Total Hours Per Team Member	16	12	44	120	0	0		
		Total Planned Hours						192	
	Total Hourly Rate Per Team Member	\$185.00	\$140.00	\$110.00	\$85.00	\$0.00	\$0.00		
	Total Cost Per Team Member	\$2,960.00	\$1,680.00	\$4,840.00	\$10,200.00	\$0.00	\$0.00		
	Direct Expenses								
	Mileage, Copying, etc.	\$500.00							
		Total Package Cost						\$20,180	



WIEDEMAN AND SINGLETON, INC.
Civil and Environmental Engineers

Man-hour Planning Sheet

Client/Facility: CITY OF MONROE, GEORGIA
 Project Title: **MONROE WATER TREATMENT PLANT CLEARWELL #4**
 Prepared by: WIEDEMAN AND SINGLETON, INC.

Notes:	Sub-tasks	Name of Team or Classification						Total	
		CPM	SR PE	PE	EIT	INSPECTOR			
	Work Task Name	CONSTRUCTION PHASE SERVICES							
	Work Task Number	003							
1. A TOTAL OF 312 ON-SITE INSPECTION HOURS INCLUDED IN BASE PROPOSALS.	3.01 REVIEW SHOP DRAWINGS AND SUBMITTALS	8	80		160			248	\$26,280.00
	3.02 EVALUATE REQUESTS FOR CHANGES AND INFORMATION	8	20	40				68	\$8,680.00
2. CPM AND INSPECTOR TO ATTEND MONTHLY PROGRESS MEETINGS.	3.03 ASSIST IN INTERPRETING CONTRACT DRAWINGS AND CONFLICT RESOLUTION	8	40					48	\$7,080.00
	3.04 COORDINATE AND CONDUCT MONTHLY PROGRESS MEETINGS	48	48					96	\$15,600.00
3. 12 MONTH CONSTRUCTION PERIOD ASSUMED.	3.05 PROVIDE PERIODIC ON-SITE FIELD INSPECTIONS					312		312	\$28,080.00
	3.06 ASSIST WITH FINAL INSPECTIONS AND PREPARE CLOSE-OUT DOCUMENTS	8	12					20	\$3,160.00
	3.07 PREPARE RECORD DRAWING		2		40			42	\$3,680.00
	3.09 ONE-YEAR WARRANTY ASSISTANCE	4							\$740.00
Deliverables									
1. SHOP DRAWING LOG & APPROVED SUBMITTALS									
2. CHANGE ORDERS									
3. RFI LOG & RESPONSES									
4. MEETING MINUTES									
5. ON-SITE INSPECTION REPORTS									
6. MONTHLY PAY REQUEST APPROVALS									
7. LISTS OF OUTSTANDING WORK									
8. PROJECT CERTIFICATION									
9. RECORD DRAWINGS									
	Total Hours Per Team Member	84	202	40	200	312	0		
	Total Hourly Rate Per Team Member	\$185.00	\$140.00	\$110.00	\$85.00	\$90.00	\$0.00		
	Total Cost Per Team Member	\$15,540.00	\$28,280.00	\$4,400.00	\$17,000.00	\$28,080.00	\$0.00		
	Direct Expenses	\$6,360.00							
	Mileage, Copying, etc.	\$1,000.00							
	Resident Inspection Mileage Allowance (\$300 per month)	\$3,600.00							
	Electrical & Instrumentation Design (Sub)	\$1,760.00							(Shop Drawing Support & Limited Site Visits)
	Total Package Cost								\$99,660

III: SCHEDULE

For planning purposes, we envision Clearwell #4 being designed, permitted, and constructed in general accordance with the overall schedule shown below. This schedule is based on our experience with other similar municipal projects utilizing a traditional design-bid-build approach.

Proposed Project Implementation Schedule

Activity	Target Start	Late Completion
Detailed Engineering Design & Permitting	June 15, 2021	Dec. 15, 2021
Bid Period	Dec. 15, 2021	March 15, 2022
Construction Period	April 1, 2022	March 31, 2023



To: City Council, Committee, Mayor, City Administrator
From: Rodney Middlebrooks, Director of Water & Gas
Department: Wastewater Treatment
Date: 6/1/2021
Description: Approval of rehabilitation work for Jacks Creek WWTP

Budget Account/Project Name: Jack's Creek WWTP Rehabilitation

Funding Source: Utility Bond

Budget Allocation: \$7,500,000.00

Budget Available: \$7,500,000.00

Requested Expense: \$5,521,591.00

Company of Purchase: Heavy Constructors, Inc

Recommendation: Staff recommends approval to award the Jack's Creek WWTP Rehabilitation to Heavy Constructors, Inc in the amount of \$5,521,591.00

Background: Replacement of existing equipment, including influent barscreens and control gates, construction of new wastewater treatment components including one 9mgd vortex grit removal chamber with equipment, one 875 gpm submersible waste activated sludge pump station, and one solids handling facility with a 2-meter belt filter press (City of Monroe has already purchased); conversion of one digester process from anaerobic to aerobic; rehabilitation of one anaerobic digester; demolition of existing screens and grit headworks building; furnishing and installing yard piping.

Attachment(s):
Hofstadter & Associates Letter of Recommendation



May 27, 2021

Mr. Logan Propes
City Administrator
City of Monroe
PO Box 1249
Monroe, GA 30655
(via email)

RE: Wastewater Treatment Plant
Rehabilitation – Jack’s Creek
Wastewater Treatment Plant
Monroe, GA
H&A File No. 5035-195

Dear Logan:

By this letter, Hofstadter and Associates, Inc. recommends award to Heavy Constructors, Inc. in the amount of \$5,521,591.00. Hofstadter and Associates, Inc. will prepare contracts upon notice that the project has been awarded to Heavy Constructors, Inc. and will recommend proceeding with the project upon receipt of the executed contracts containing Payment Bond, Performance Bond and Proof of Insurance.

If you should have any questions or need additional information, please don't hesitate to call.

Sincerely,

HOFSTADTER AND ASSOCIATES, INC.

A handwritten signature in blue ink that reads "John Fry".

John B. Fry, Jr.
Project Engineer

JBF/tpf



May 27, 2021

Mr. Logan Propes
City Administrator
City of Monroe
PO Box 1249
Monroe, GA 30655
(via email)

RE: Wastewater Treatment Plant
Rehabilitation – Jack’s Creek
Wastewater Treatment Plant
Monroe, GA
H&A File No. 5035-195

Dear Logan:

For your reference, file and use enclosed please find a copy of the Minutes for the Bid Opening for the referenced project.

If you should have any questions or need additional information, please don't hesitate to call.

Sincerely,

HOFSTADTER AND ASSOCIATES, INC.

A handwritten signature in blue ink that reads "John Fry".

John B. Fry, Jr.
Project Engineer

Enclosures

JBf/tpf



MINUTES

**BID OPENING
FOR
WASTEWATER TREATMENT PLANT REHABILITATION
JACK'S CREEK WASTEWATER TREATMENT PLANT
CITY OF MONROE, GEORGIA**

**MAY 27, 2021
11:00 A.M.**

ATTENDANCE

<u>NAME</u>	<u>FIRM</u>
Pete Nielsen	IHC Construction
Addison Shealy	Archer Western
John Fry	Hofstadter & Associates
Jessica de Benedictis	City of Monroe
Reginald Brawdy	PF Moon
Andrew Dripps	Heavy Constructors
Lodesic Rose	Archer Western
Joseph Witcher	City of Monroe
Josh Dyer	United Rentals
Vashon Tuggle	City of Monroe
Robert O'Hallen	Lakeshore Engineering
Gerald Treadway	Hofstadter & Associates
Rodney Middlebrooks	City of Monroe

MINUTES: John B. Fry, Jr.

I would like to welcome everyone to the Bid Opening for the Wastewater Treatment Plant Rehabilitation, Jack's Creek Wastewater Treatment Plant, City of Monroe, Georgia. It is now 11:00 A.M. and I will start reading the bids in no particular order and I will announce the apparent low bidder once I am finished reading the bids.



Jack's Creek WWTP Rehab
City of Monroe Minutes
May 27, 2021
Page Two

<u>Contractor</u>	<u>Bid Amount</u>
Heavy Constructors, Inc.	\$5,521,591.00
Lakeshore Engineering Company	\$5,597,174.00
PF Moon and Company, Inc.	\$5,927,000.00
IHC Construction Companies, Inc.	\$6,348,938.00
Archer Western	\$6,595,258.50

The apparent low bidder is Heavy Constructors, Inc. with a bid price of \$5,521,591.00. Once I have reviewed the bids for mathematical accuracy. I will send everyone a copy of the bid tabulations. I would like to thank everyone for their interest and if there are any questions, please feel free to ask them at this time.

There were no questions and the Bid Opening was adjourned at 11:15 A.M.



To: Public Safety Committee, City Council
From: R. V. Watts, Police Chief
Department: Police
Date: 05/24/2021
Subject: Approval – Surplus and Sale of Seized Vehicles

Budget Account/Project Name: Asset Forfeiture

Funding Source: NA

Budget Allocation: NA

Budget Available: NA

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

Description:

Staff asks for approval to sell/surplus/scrap the list of vehicles and motorcycles on GOVDEALS.COM.

Background:

Seized vehicles by the Monroe Police Department

Attachment(s):

See attached.



Chief R.V. Watts
 116 S. Broad Street · Monroe, Georgia 30655

June 2021 Council Meeting

Requesting vehicles to be sold

Seized:

2000 Harley Davidson Dyna Super, Motorcycle, 1HD1GHV11YY322464 (Title Possessed)

2009 Hyosung GT250, Motorcycle, KM4MJ527391106114 (Title Possessed)

2006 Toyota Tacoma, Truck, 3TMJU62N06M008111 (Title Possessed)

2006 Chevrolet Cobalt SS, Coupe, 1G1AP14P667630823 (Title Possessed)

2006 Honda Pilot, SUV, 5FNYP28446B011713 (Title Possessed)

2008 Chevrolet Silverado, Truck, 1GCHK23638F127357 (Title Possessed)

2008 Volkswagen Passat, Sedan, WVWJK73C48P091886 (Title Possessed)

2018 Harley Davidson FLHXS Street Glide, Motorcycle, 1HD1KRC11JB677506 (Title Applied For)

1996 Chevrolet Blazer, SUV, 1GNDDT13W1T2105810 (Title Applied For)

1998 Dodge Dakota, Truck, 1B7FL22PXWS715503 (Title Applied For)

1997 Ford Ranger, Truck, 1FTCR10U8VUC00961 (Title Applied For)

1997 Chevrolet Tahoe, SUV, 1GNEC13R2VJ306641 (Title Applied For)

1997 GMC Yukon, SUV, 3GKEK18R8VG507714 (Title Applied For)

2001 Honda CBR, Motorcycle, JH2SC4401M106850 (Title Applied For)

2002 Acura RSX, Sedan, JH4DC54862C008173 (Distribution paperwork needs VIN corrected)

10-33 Program:

GEM e4 Golf Cart (Surplus)

Polaris ATV (Surplus)

Polaris ATV (Surplus)

2008 Hyosung Comet, Motorcycle, KM4MJ527791106102 (Bill of Sale requested by the state for title)

2008 Hyosung Comet, Motorcycle, KM4MJ527091106099, (Bill of Sale requested by the state for title)

Post Office Box • 1570 116 S. Broad Street • Monroe, Georgia 30655
Telephone 770-267-7576 • Fax 770-267-8386

“To Protect and To Serve”

PROCLAMATION CITY OF MONROE, GEORGIA

A PROCLAMATION TO POSTHUMOUSLY HONOR CAPTAIN HUBERT HAWKINS OF THE CITY OF MONROE FIRE DEPARTMENT FOR HIS 22 YEARS OF SERVICE TO THE CITIZENS OF MONROE AND WALTON COUNTY

WHEREAS, on January 26, 1975, Hubert Hawkins began his career at the City of Monroe Fire Department and served under four Fire Chiefs until his retirement in 1996; and,

WHEREAS, during his 22 years of service Captain Hawkins served as a firefighter and driver, rising through the ranks in numerous positions before his final promotion as a Captain; and,

WHEREAS, during his time with the City of Monroe Fire Department, Captain Hawkins witnessed significant change and provided much knowledge to the Fire department while always being known for his servant’s heart; and,

WHEREAS, Captain Hawkins served the citizens of Monroe and Walton County with distinction and was held in the highest esteem by his colleagues with never a cross word spoken; and,

WHEREAS, it is recognized that Captain Hawkins passed away on January 18, 2021 and will be greatly missed by those whose lives he affected.

NOW, THEREFORE, I, JOHN S. HOWARD, Mayor of the City of Monroe and on behalf of the City Council, do hereby proclaim this 11th day of May 2021, that

CAPTAIN HUBERT HAWKINS

be, and is hereby, recognized and posthumously honored by the City of Monroe, Mayor and Council for his 22 years of meritorious service to the citizens of Monroe; and, be it

PROCLAIMED FURTHER, that the City of Monroe, Mayor and Council extends their warmest gratitude to the family of Captain Hawkins and expresses sincere thanks for his years of dedicated service to our community.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Seal of the City of Monroe to be affixed this 11th day of May, the year of our Lord two thousand twenty one.



John S. Howard

Mayor John S. Howard
Monroe, Georgia

PROCLAMATION CITY OF MONROE, GEORGIA

WHEREAS nursing homes, home care, hospitals and other long-term care agencies have accepted the responsibility for providing quality care and a quality of life for the elder, frail and disabled citizens in our community; and

WHEREAS the wellbeing and happiness of these citizens depend in large part on the nursing assistants, home care aides, patient care assistants and others who provide 85-90% of the daily, hands-on care in nursing homes and other long term care settings; and

WHEREAS these Career Nursing Assistants are instrumental in promoting and safeguarding the physical, mental, emotional, social, and spiritual well-being of the residents, clients, and their families; and

WHEREAS Career Nursing Assistants are trained professionals, who collaborate closely with other health care providers to provide quality care and to elevate the status of their chosen profession.

NOW, THEREFORE, I, JOHN S. HOWARD, by virtue of the authority vested in me as Mayor of the City of Monroe do hereby proclaim

**June 17-24, 2021 as
44th Annual National Nursing Assistants' Week
"NURSING ASSISTANTS: KINDNESS IN ACTION" ©**

**and June 17, 2021 as
"CAREER NURSING ASSISTANTS' DAY"**

in Monroe, Georgia. I urge all citizens to join with me, and others nationwide to celebrate the 44th annual observance of Nursing Assistants' Week and to express encouragement and appreciation for the service performed by these caregivers in the public good.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Seal of the City of Monroe to be affixed this 8th day of June, the year of our Lord two thousand twenty one.



John S. Howard

John S. Howard, Mayor
Monroe, Georgia

PROCLAMATION CITY OF MONROE, GEORGIA

WHEREAS, The nation celebrates the week of June 17th as National Professional Waste and Recycling Workers Week; and,

WHEREAS, Waste and recycling workers have worked tirelessly in all-weather conditions and at risk to themselves, to provide sanitation services to protect us, help our environment, prevent disease, and keep our City clean, safe, and beautiful; and,

WHEREAS, The men and women of the waste management industry work hard to process, filter, and recycle millions of tons of garbage in the nation; and,

WHEREAS, The City of Monroe values and celebrates all the trash collectors, haulers, street cleaners, and waste and recycling workers employed to serve residents; and,

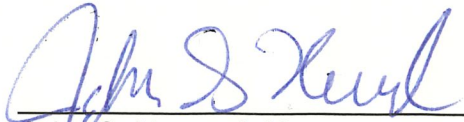
WHEREAS, In recognition of their vital work, the City of Monroe extends its sincere gratitude to the City's hardworking waste and recycling workers and to honor those we depend on for the collection and proper disposal of waste, recyclables, and leaf and limbs to promote clean and tidy communities.

NOW, THEREFORE, I, JOHN S. HOWARD, by virtue of the authority vested in me as Mayor of the City of Monroe do hereby proclaim the week of June 14 through June 18, 2021 as

WASTE AND RECYCLING WORKERS WEEK

and calls upon all citizens to acquaint themselves with service provided by the City of Monroe waste and recycling workers, and to recognize the contributions which they make every day to our health, safety, comfort, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Monroe to be affixed this 8th day of June, the year of our Lord two thousand twenty one.



John S. Howard, Mayor



To: Planning and Zoning / City Council
From: Patrick Kelley
Department: Planning, Zoning, Code and Development
Date: 05-11-2021
Description: Zoning Map amendment and Adoption

Budget Account/Project Name: NA

Funding Source: 2021 NA

Budget Allocation: NA

Budget Available: NA

Requested Expense: \$NA

Company of Purchase: NA

Recommendation: Staff recommendation is for approval as submitted.

Background: Periodic update to the zoning map and changes to reflect Infill Overlay District and Central Business District.

Attachment(s): Permit Record and Proposed Zoning Map



City of Monroe
215 N. Broad Street
Monroe, GA 30655
(770)207-4674

Plan Report

Plan NO.: ZONE-000107-2021

Plan Type: Rezone

Work Classification: Text/Map Amendment

Plan Status: In Review

Apply Date: 05/11/2021

Expiration:

Location Address

Parcel Number

215 N BROAD ST, MONROE, GA 30655

M0140026

Contacts

City Of Monroe
P.O. BOX 1249, Monroe, GA 30655
(770)267-7536

Applicant

Description: ZONING MAP AMENDMENT

Valuation: \$0.00

Total Sq Feet: 0.00

Fees	Amount
Total:	

Payments	Amt Paid
Total Fees	
Amount Due:	

Condition Name

Description

Comments

Issued By:

May 11, 2021

Date

Plan_Signature_1

Date

Plan_Signature_2

Date

AN ORDINANCE TO ADOPT THE OFFICIAL ZONING MAP OF THE CITY OF MONROE,
GEORGIA

THE MAYOR AND COUNCIL OF THE CITY OF MONROE HEREBY ORDAIN AS
FOLLOWS:

ARTICLE I.

The “Official Zoning Map, City of Monroe, GA” as shown in the attached Exhibit A, attached hereto and incorporated fully herein by reference, and currently displayed at this public meeting, and having been made available for public review at City Hall at all times since May 3, 2021, leading up to its adoption pursuant to Georgia law, is hereby made the Official Zoning Map of the City of Monroe, Georgia. This map is a public record and shall be kept on file at City Hall, 215 N. Broad Street, Monroe, Georgia 30655 in the records of the City Clerk.

ARTICLE II.

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

ARTICLE III.

This ordinance shall take effect from and after its adoption by the Mayor and Council of the City of Monroe, Georgia.

FIRST READING. This 8th day of June, 2021.

SECOND READING AND ADOPTED on this 6th day of July, 2021.

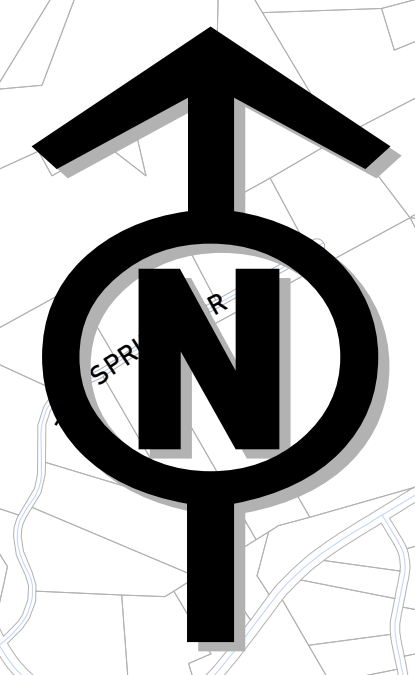
CITY OF MONROE, GEORGIA

By: _____ **(SEAL)**

John S. Howard, Mayor

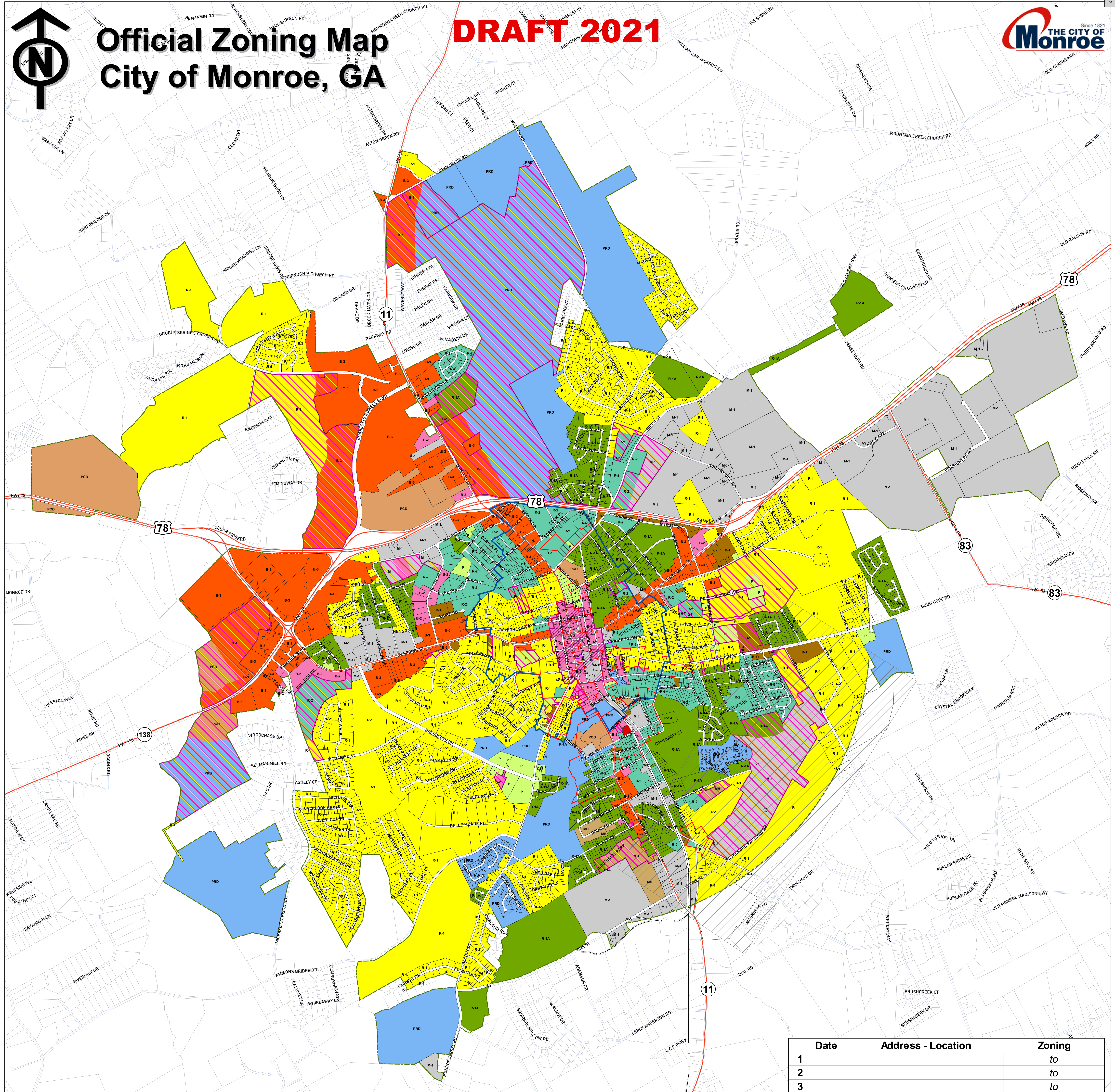
Attest: _____ **(SEAL)**

Debbie Kirk, City Clerk



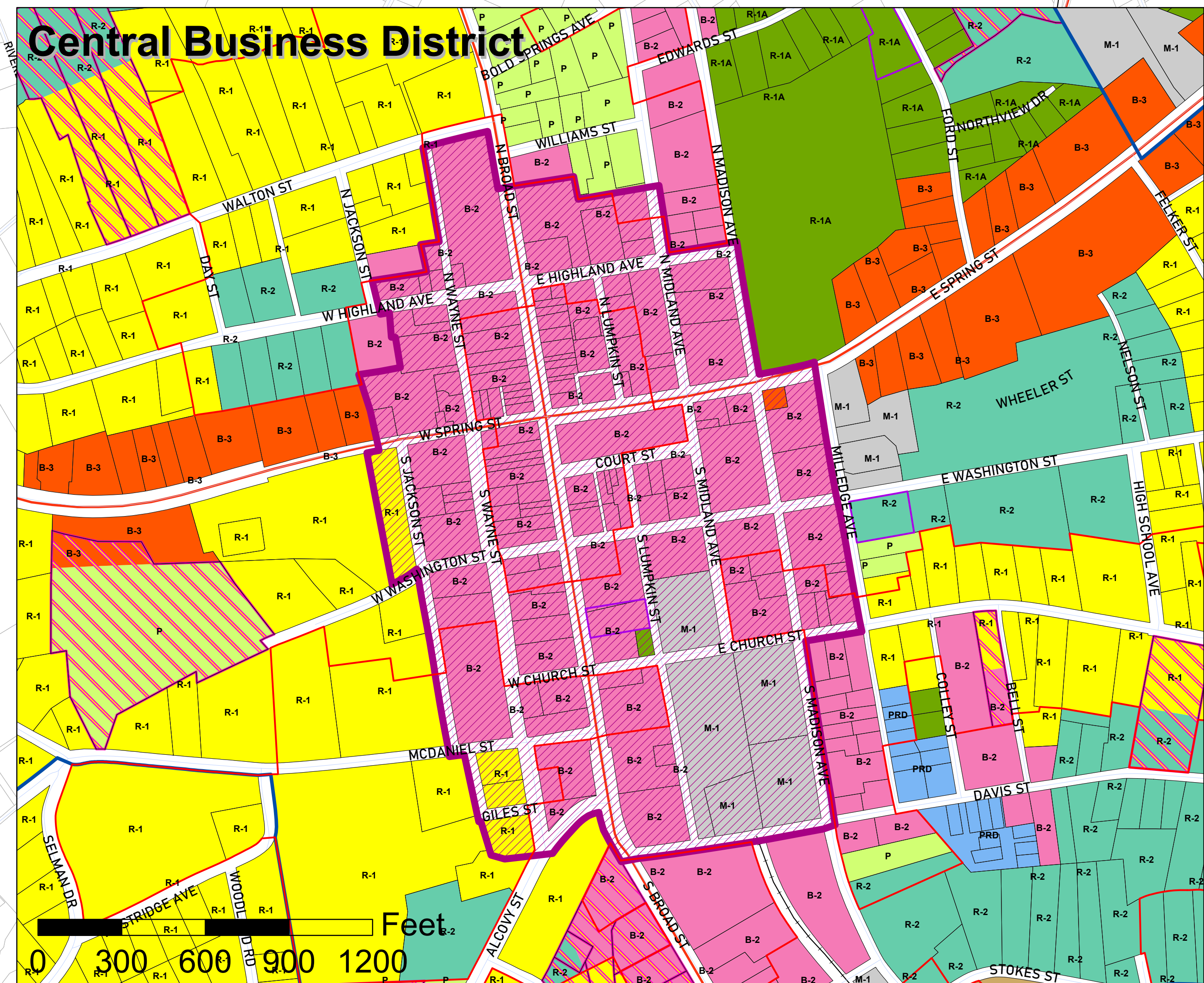
Official Zoning Map City of Monroe, GA

DRAFT 2021



Legend

Monroe City Limits	Zoning Districts B-1
Monroe Historic Districts	Zoning Districts B-2
Historic Individual Landmarks	Zoning Districts B-3
Airport Hazard Zone	Zoning Districts M-1
Central Business District	Zoning Districts MH
Infill Overlay District	Zoning Districts MHDO
2021 City Tax Parcels	Zoning Districts P
2021 County Tax Parcels	Zoning Districts PCD
Streets	Zoning Districts PPD
Railroad	Zoning Districts PRD
Highways	Zoning Districts R-1
	Zoning Districts R-1A
	Zoning Districts R-2
	Zoning Districts SPLIT

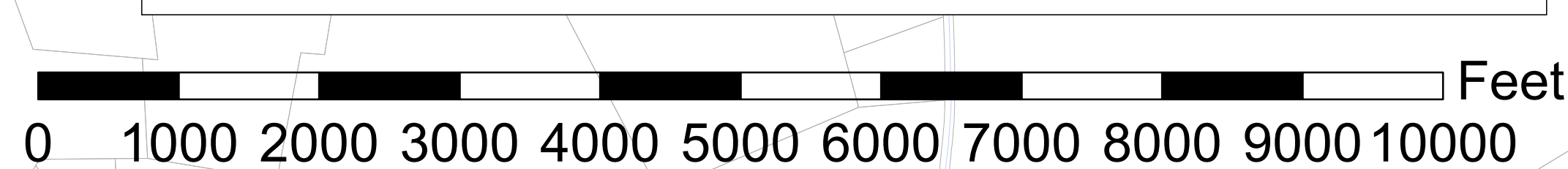
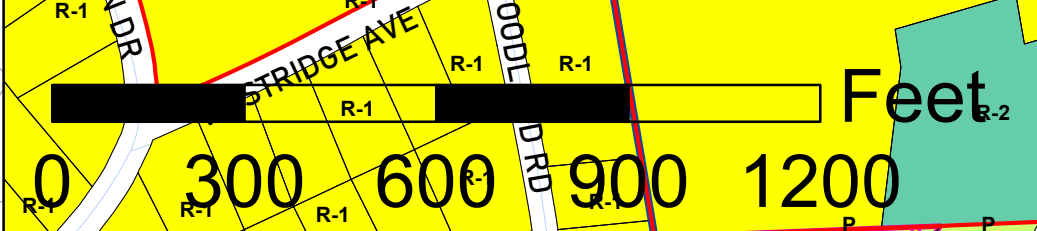


Date	Address - Location	Zoning
1		to
2		to
3		to
4		to
5		to
6		to
7		to
8		to
9		to
10		to
11		to
12		to
13		to
14		to
15		to
16		to
17		to
18		to
19		to
20		to

This is to certify that this is the official zoning map of the City of Monroe, Georgia, as adopted on the ____ day of _____, 20__.

John Howard, Mayor

Date





To: Planning and Zoning / City Council
From: Patrick Kelley
Department: Planning, Zoning, Code and Development
Date: 05-11-2021
Description: Zoning Code Text Amendment for Infill Overlay and Central Business Districts

Budget Account/Project Name: NA

Funding Source: 2021 NA

Budget Allocation: NA

Budget Available: NA

Requested Expense: \$NA

Company of Purchase: NA

Recommendation:

Background:

Attachment(s): Permit, Ordinance and proposed text as amended.



City of Monroe
215 N. Broad Street
Monroe, GA 30655
(770)207-4674

Plan Report

Plan NO.: ZONE-000106-2021

Plan Type: Rezone

Work Classification: Text Amendment

Plan Status: In Review

Apply Date: 05/11/2021

Expiration:

Location Address

Parcel Number

215 N BROAD ST, MONROE, GA 30655

M0140026

Contacts

City Of Monroe
P.O. BOX 1249, Monroe, GA 30655
(770)267-7536

Applicant

Description: ZONING CODE AMENDMENT OF TABLE OF CONTENTS; SECT 300; SECT 520; SECT 570; SECT 620; SECT 645; SECT 646; AND SECT 700. - P&Z MTG 5/18/2021 @ 5:30 PM - COUNCIL MTG 6/8/2021 @ 6:00 PM 215 N BROAD ST.

Valuation: \$0.00

Total Sq Feet: 0.00

Fees	Amount
Total:	

Payments	Amt Paid
Total Fees	
Amount Due:	

Condition Name

Description

Comments

Issued By:

May 11, 2021

Date

Plan_Signature_1

Date

Plan_Signature_2

Date

Proposed Amendments to the Zoning Ordinance

Amendment Key

Blue – Language to be added

Red – Language to be removed

Green – Amendment description

➤ **Section 300: Changing the CBD from a zoning district to an overlay district.**

Section 300 Districts.

The City is divided into the following zoning districts set forth in **Table 1 – Districts** below.

LAND USE CATEGORY	SHORT TITLE	DISTRICT NAME
RESIDENTIAL:		
	R1	Large Lot Residential District
	R1A	Medium Lot Residential District
	R2	Multi-Family, High Density Residential District
	MH	Manufactured Housing District
COMMERCIAL:		
	P	Professional / Office / Institutional District
	CBD	Downtown Commercial District
	B-1	Neighborhood Commercial District
	B-2	General Commercial District
	B-3	Highway Commercial District
INDUSTRIAL:		
	M-1	Light Industrial / Manufacturing District
OVERLAY:		
	HPO	Historic Preservation Overlay District
	CDO	Corridor Design Overlay District
	A-H	Airport Hazard Overlay District
	MHDO	Monroe and Walton Mills Historic Overlay District
	IOD	Infill Overlay District
	CBD	Central Business District Overlay
PLANNED DEVELOPMENT:		
	PRD	Planned Residential District
	PPD	Planned Professional District
	PCD	Planned Commercial District
	PID	Planned Industrial District

➤ **Section 510: Advertised to be amended, however no amendment is proposed to these sections. The CBD is referenced in 510.2.**

Section 510 Control of Curb Cuts and Vision Clearance.

510.1 Curb Cuts.

- (1) Dimensions. No curb cut shall exceed thirty (30) feet in width for two-way traffic and sixteen (16) feet for one-way traffic.
- (2) Proximity. Curb cuts shall be no closer than twenty (20) feet to other curb cuts or closer than thirty (30) feet to any street intersection. All separations are measured at the radius return back of curb to the right-of-way line. Distances between curb cuts shall be measured from BOC (Back of Curb) to BOC at the radius return between the closest edges of the cuts.
- (3) Frequency Per Lot. One (1) curb cut shall be allowed per one hundred and fifty (150) feet of frontage, up to three (3) cuts per single lot. Existing lots with less than one hundred and fifty (150) feet of frontage shall be allowed one (1) curb cut.
- (4) Common or joint driveways serving multiple parcels are encouraged and may be approved administratively by the Code Enforcement Officer.

510.2 Vision Clearance. In all use districts except the pedestrian-oriented CBD, no obstruction to vision between two and one-half (2-1/2) feet and ten (10) feet from ground level shall be permitted within twenty (20) feet of the intersection of two (2) streets or railroad track, or of a street intersection with a railroad track.

➤ **Section 520: Remove the CBD parking exemption from this section. Exemption to be relocated to new CBD overlay district section. Renumber remaining sections.**

Section 520 Off-Street Automobile Parking.

Within the City, off-street automobile parking space shall be provided on every lot on which any use is established in accordance with this Ordinance. No structure shall be hereafter erected nor any of the following uses established unless the minimum number of parking spaces specified below are provided.

520.1 Intent and Purpose. To progressively alleviate or prevent traffic congestion and shortages of on-street parking spaces; to ensure that adequate off-street parking and loading facilities are provided proportional to the needs of each land use; to ensure off-street parking and loading facilities will be efficient and safe, and protect surrounding land uses from adverse effects of parking areas; to encourage alternative and shared parking arrangements; and, to reduce large open expanses of empty parking lots along City streets.

520.2 General Requirements.

- (1) Minimum Size of Off-Street Parking Space. A space at least nine (9) feet wide and twenty (20) feet long with a minimum net area of one hundred and eighty (180) square feet, excluding area for egress and ingress and maneuvering of vehicles.
- (2) Off-Street Parking Space on Different Lot. If an off-street parking space cannot be reasonably provided on the same lot on which the principal use is conducted, the Code Enforcement Officer may permit such space to be provided on other off-street property, if such space lies within four hundred (400) feet of the property line of such principal use, and is under the exclusive control of the person responsible for the principal use. For the purpose of this subsection, “exclusive control” means ownership of such remote space or a lease of such space for no less than two (2) years. Such vehicle parking space shall not thereafter be reduced or encroached upon in any manner.
- (3) Provision of Parking Spaces for Separate Uses. The required number of parking spaces for any number of separate uses may be combined in one (1) lot, but the required space assigned to a use may not be assigned to another use at the same time. However, the portion of the lot required for a use whose peak attendance

will be at night or on a particular day of the week may be assigned to a use which will be closed during said peak attendance times. The Code Enforcement Officer shall have the authority to modify the minimum parking space requirements under this Article when such uses propose appropriate alternative Shared Parking arrangements.

- (4) No Reduction of Off-Street Parking Areas. Areas reserved for off-street parking shall not be reduced in area or changed to any other use unless the permitted use that it serves is discontinued or modified, and all requirements hereof continue to be met.
- (5) Pre-Existing Parking. Off-street parking existing on the effective date of this Ordinance serving an existing building or use shall not be reduced to an amount less than required herein for a similar new building or use.
- (6) Alteration of Existing Commercial Buildings. Any commercial building existing on the effective date of this Ordinance may be enlarged up to ten percent (10%) of gross commercial floor area without increasing existing off-street parking spaces.
- (7) Change of Use. In the case of an existing structure changing use, off-street parking requirements applicable to the new use must be provided, unless a variance is obtained in accordance with Section 1430.
- (8) Emergency Vehicles. Parking shall not obstruct Emergency Vehicles from access to buildings.
- (9) Handicap Parking Access. Handicap Parking Access shall be provided as required by the Americans with Disabilities Act. The parking requirements for disabled individuals are defined in the *Federal Register, 28 CFR part 36, Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities; Final Rule dated July 26, 1991.*
- (10) Parking Space and Aisle Dimensions. The following diagrams specify the required space and aisle dimensions for the situation depicted. Alternate configurations in conformity with the spirit of these regulations may be authorized by the Code Enforcement Officer.
- ~~(11) Central Business District Exemption. Because the pedestrian nature and emphasis upon the downtown area, the presence of ample on-street and public lot parking, and the allowance of commercial garages within the district, new buildings and uses within the CBD with the exceptions itemized herein are exempt from the requirements of Section 520.3; however, if parking is provided, all the provisions of Section 520.4 must be met.~~
- (112) Shared parking arrangements are encouraged and may be approved administratively by the Code Enforcement Officer to satisfy up to 35% of the required parking facilities under Section 520.3.
- (123) On-street parking is encouraged in all areas of the City and may be permitted upon approval by the Code Enforcement Officer and the Director of the Street Department in unique circumstances when off-street parking is not feasible or beneficial to the proposed use.

➤ **Section 570: Amend language for the CBD lot coverage exemption as a reference to requiring a Certificate of Appropriateness in the new CBD overlay district section. Remove the lot coverage exemption requirement for new development projects to be relocated to the new CBD overlay district section.**

Section 570 Lot Coverage.

In an effort to maintain the rural character of the City of Monroe and to help protect the environment against the effects of erosion and sedimentation, and to maintain the benefits derived from watershed areas and groundwater recharge areas and from unique characteristics such as an established tree canopy, civic greenspaces, and landscaping enhancements, it is hereby determined that the maximum impervious lot coverage shall be 60% of the total site area in all zoning districts except the geographically small area of the City designated as CBD ~~Downtown Commercial~~Overlay as permitted with a Certificate of Appropriateness pursuant to Section 646.5. Recognizing that redevelopment of existing properties offers unique challenges to site planning, particularly for smaller sites, alternative methods to address lot coverage are permissible for existing sites as outlined below with no more than 60% under any circumstance.

570.1 New Development Projects: Lot coverage by impervious surfaces shall not exceed sixty percent (60%) in all zoning districts. ~~except CBD Downtown Commercial. In the CBD zoning district zero lot lines are permitted to continue the existing building pattern. To encourage traditional zero lot line construction, there is no restriction on lot coverage for sites in the CBD zoning district.~~

570.2 Expansion Projects

- (1) Definition. An expansion project is defined as any project in which the existing structure is increased by no more than 50% of its existing ground floor area of that which exists at the time of this Ordinance or the total impervious area is not increased by more than 50% of that which exists at the time of this Ordinance. Any increase above 50% shall be treated as a new development project and the site shall be designed with no more than 60% impervious area.
- (2) Application of Guidelines. Expansion projects shall in no circumstance increase the overall lot coverage area greater than 75% impervious surface area.

570.3 Redevelopment Projects

- (1) Definition. A redevelopment is defined as any project in which an existing building or structure is demolished by more than 50% or total area of impervious surface is reduced by 50% or more.
- (2) Application of Guidelines. Due to their lesser impact as a result of smaller size lots less than 3 acres in total area may be redeveloped with a maximum impervious surface area of 75% of the total lot area.

570.4 Alternatives to and Mitigation of Impervious Surfaces. The Code Enforcement Officer shall establish a list of recommended alternatives to impervious surfaces and shall make the same available upon request. Additionally, the Code Enforcement Officer shall establish a list of recommended mitigating products and practices to alleviate excessive lot coverage impact. No request for a Variance to the provisions of this Section shall be considered by the Mayor and Council pursuant to Section 1430 until the Code Enforcement Officer has certified that all reasonable efforts have been taken by the Owner or Occupant to utilize alternative pervious surface products. Further, any grant of a Variance to the maximum lot coverage requirements under this Section must include utilization of proper mitigation products and practices on the subject lot as recommended by the Code Enforcement Officer.

➤ ***Section 620: Amend language to remove the CBD as a commercial zoning district. Amend the commercial zoning district land use table to remove the CBD column heading. Renumber sections. Update table notes to refer to the CBD as an overlay district.***

Section 620 Commercial Districts: P, ~~CBD~~, B-1, B-2, B-3.

The commercial zoning districts include: Professional / Office / Institutional District (P), ~~Downtown Commercial District (CBD)~~, Neighborhood Commercial District (B-1), General Commercial District (B-2), and Highway Business District (B-3).

620.1 General Provisions. In these commercial zoning districts, no building shall be erected, remodeled, extended, constructed, reconstructed, moved, or structurally altered, nor shall any building or land be used for any purpose except as hereinafter specifically provided and allowed by this chapter.

620.2 Specific Intent and Purpose.

- (1) In addition to the general purposes listed in Section 110, the specific purposes of these zoning districts are to:
 - (a) provide appropriately located areas for a full range of professional, office, institutional, service, and retail business needed by residents of, and visitors to, the City and region;
 - (b) strengthen the city’s economic base, protect small businesses that serve city residents, and promote the sustained stability of commercial areas;

- (c) create suitable environments for various types of business and compatible residential uses, and protect them from the adverse effects of inharmonious uses;
- (d) minimize the impact of commercial development on adjacent residential districts;
- (e) minimize the impact of industrial development on adjacent commercial districts;
- (f) ensure that the appearance and effects of commercial buildings and uses are harmonious with the character of the area in which they are located;
- (g) ensure the provision of adequate off-street parking, loading, and storage facilities, the minimization of lot coverage and impervious surfaces, the provision of adequate screening, buffering, and landscaping, and the provision of adequate illumination for commercial buildings and uses; and,
- (i) provide sites for compatible public uses which complement commercial development; and,
- (j) prohibit uses that are noxious or offensive by reason of the emission or creation of odor, dust, fumes, smoke, gas, noise, vibration, or similar substances or conditions which in the opinion of the City would be detrimental to the community interest.

(2) The unique specific purposes of each commercial zoning district are as follows:

(a) Professional / Office/Institutional District (P).

To provide for areas where certain professional, office, and service commercial uses can coexist with compatible residential uses without the threat of encroachment of more intense retail or general commercial uses; to encourage such uses to remain in proximity to the business and activity center of the City thus reinforcing the highly pedestrian character of the historic downtown areas of the city; to encourage development (and redevelopment of non-conforming buildings and sites) which contributes to the small town architecture; to encourage non-linear development with shared parking, amenities, and access; and, to establish a transitional area to buffer surrounding residential neighborhoods from the highly active downtown center.

~~(b) Downtown Commercial District (CBD).~~

~~To recognize and protect the historic and current vital core of the city; to foster its continued existence as a commercial center for business, government, and service enterprises for the whole community; to encourage development of this district as a shopping, dining, living and activity center for residents, tourists, and the surrounding region; and to reinforce its small town architecture, character, and feel, and its pedestrian atmosphere, scale and movement by grouping specialized uses which benefit from close proximity to each other and by fostering full utilization of existing structures and infrastructure by allowing mixed land uses, contiguous construction, and shared parking facilities.~~

(b) Neighborhood Commercial District (B-1).

To provide for limited commercial uses in proximity to surrounding neighborhoods; to foster the retailing of goods and furnishing of selected services while protecting nearby residential properties from possible adverse effects; to encourage development and redevelopment of these areas as neighborhood convenience centers, thus not encompassing a full range of business activities but rather those which serve the needs of the immediate neighborhood; and establish a transitional area as a buffer between residential, pedestrian areas and areas of higher vehicle traffic and more intense commercial development.

(c) General Commercial District (B-2).

To provide for a range of commercial uses that supply commodities or services for both the community and regional market; to collect and consolidate such uses primarily on arterial streets and at major intersections; to minimize strip development along streets and roadways; and to provide adequate locations buffered by lighter commercial areas for those commercial activities which are frequently incompatible in close proximity to residential areas due to services, operations, or processes that are objectionable by reason of odor, dust, bright lights, smoke, noise, vibration, traffic volume and/or congestion, and exterior activities, storage, or displays.

(d) Highway Business District (B-3).

To provide an area for commercial establishments that normally depend on the traveling or commuting public for business and that generally offer extended hours of service; to allow the development of uses that usually involve larger vehicles transporting goods and servicing both commercial and industrial areas, the sales of motor vehicles and heavy equipment, and warehouse and commercial storage uses; to collect and consolidate such uses primarily on state and federal highway intersections; and to minimize strip development along streets and roadways; and to provide adequate areas for those commercial activities that generally offer extended business hours beyond the typical 8 a.m. -6 p.m. work schedule and that frequently experience periods of higher traffic volume.

620.3 Commercial Land Use Regulations (P, ~~CBD~~, B-1, B-2, B-3). The commercial zoning districts referenced below correspond to the districts listed in Section 620 and intent statements in Section 620.2. In **Table 57-Commercial Zoning District Land Use Regulations**, the letter “P” designates use classifications permitted in commercial zoning districts. The letter “C” designates use classifications allowed by approval of a conditional use permit, see Section 1425. The letter “X” designates use classifications prohibited. References listed under “see section” reference additional regulations located elsewhere in this Ordinance or the Code of Ordinances. For further definition of the listed uses, see Article II. For the chart of dimensional requirements and exceptions, see Article VII.

Section 620.3 Table 57– Commercial Zoning District Land Use Regulations
[P] = permitted; [X] = prohibited; [C] = conditional use permit required

LAND USE CATEGORY	DISTRICT					REFERENCE
Principal Use* (unless noted as an accessory use)	P	CBD	B1	B2	B3	See Section or Note
Accessory building and uses						
accessory apartments	P	P	P	P	P	See RESIDENTIAL
accessory dwelling units	C	P	C	X	X	See RESIDENTIAL
bed and breakfasts	C	C	P	P	P	Code § 22: 146-225
fuel dispensary, pump, island and/or canopy	X	C	C	P	P	Note (1)
home occupations	P	P	P	P	P	See § 1000.3
home office	P	P	P	X	X	
residential business	P	P	P	X	P	See § 1000.3
outdoor storage	X	X	X	X	P	
outdoor display	X	P	X	X	X	
sidewalk amenities	X	P	X	X	X	See § 1000.6
structures – general	P	P	P	P	P	See § 1000.1
temporary structures	P	P	P	P	P	See § 1000.9
uses – general	P	P	P	P	P	See § 1000.2
Administrative and information service facilities						
administrative offices/processing center	P	P	P	P	P	
call/telecommunications center	P	P	P	P	P	
data processing/programming facilities	P	P	P	P	P	
Agricultural uses						
timber harvesting	X	X	X	X	P	
Alcohol and beverage stores, retail						
beer and wine	X	C	C	P	P	

Amusements and Entertainment						
adult entertainment establishment	X	X	X	X	X	Note (19) See §1031
archery range or firing range	X	X	X	X	P	
game center	X	P	P	P	P	
miniature golf, outdoor	X	X	X	X	C	
play centers, skating rink, bowling alley	X	X	X	X	P	
theaters	X	P	X	X	P	
theaters, outdoor	X	C	C	C	C	
Animal facilities and services						
clinics and specialty services	X	X	X	P	P	Note(4) Note(4)
hospitals, lodging, and shelters	X	X	X	X	P	
animal/pet supply stores, retail (excluding pet sales)	X	P	P	P	P	
animal/pet supply stores (including pets sales)	X	X	X	P	P	
Antique, curio, and/or collectible shops	P	P	P	P	P	
Apparel stores-clothing and accessories, retail						
bridal, vintage, consignment, and rental	X	P	P	P	P	
new	X	P	P	P	P	
secondhand and/or thrift	X	P	P	P	P	
shoe repair, service	X	P	P	P	P	
tailoring and/or dressmaking, service	X	P	P	P	P	
Arts, Crafts, and Hobbies						
Art, craft and/or hobby supply stores, retail	X	P	P	P	P	
Art gallery or shop, retail	X	P	P	P	P	
Art studios	P	P	P	P	P	
Craftsman studios	P	P	P	P	P	
Audio/video/computer equipment						
supply stores, rental and/or repairs	X	P	P	P	P	
supply stores, retail	X	P	P	P	P	
Beauty shops, services						
barber, hairdresser, and/or stylist shops	P	P	P	P	P	
beauty supply, retail	P	P	P	P	P	
beauty/health spas	X	P	P	P	P	
manicure establishment	X	P	P	P	P	
tanning centers	X	P	P	P	P	
Book, news, magazine stores, retail	X	P	P	P	P	
Building, construction and special trade facilities						
contractor and developer offices	X	P	P	P	P	Note(5)
contractor/developer offices with facilities	X	X	X	X	P	
contractor/developer office center	X	X	X	X	P	Note(6)
landscape/irrigation service	X	X	X	X	P	
timber harvesting service	X	X	X	X	P	
tree surgery service	X	X	X	X	P	Note(10)
building supply store, wholesale	X	X	X	X	P	
Catering establishments, retail and rental	P	P	P	P	P	
Child-care facilities						
child-care, center	C	C	X	P	P	
child-care, home	C	C	X	P	P	
Principal Use* (unless noted as an accessory use)	P	CBD	B1	B2	B3	See Section or Note

Churches						
community	P	P	P	P	P	
megachurch	P	P	P	P	P	
neighborhood	P	P	P	P	P	
Collection Agency	P	P	P	P	P	
Community associations/clubs-civic and private	P	P	P	P	P	
Confectionery and dessert shops, retail	X	P	P	P	P	
Copy and blueprint shops	P	P	P	P	P	
Department/discount department stores, retail	X	P	P	P	P	
Detective agency	P	P	P	P	P	
Distribution and storage facilities						
warehouse, self-service (mini)	X	X	X	X	P	
warehouse	X	X	X	X	P	
Drug stores, retail	P	P	P	P	P	
Educational facilities						
schools-private, public, parochial	C	C	C	C	C	
school programs-day-, pre-, post-	C	C	C	C	C	
small scale instruction	C	P	P	P	P	
studios for work or teaching of fine arts, photography, music, drama, dance, martial arts	C	P	P	P	P	
Fabric and notion shops, retail	X	P	P	P	P	
Financial institutions-banks, savings/loans						
With/without drive-thru window	P	P	P	P	P	
Automatic teller machine only	P	P	P	P	P	
Florist and plant shops, retail	X	P	P	P	P	
Funeral and interment establishments						
cemeteries and memorial cemeteries	X	X	X	X	C	See §1020 Note (10)
gravestone and burial vault, sales and storage undertaking, mortuary, and/or funeral home	X	X	X	X	P	
	X	X	X	C	P	
Gift, card, and stationary shops, retail	X	P	P	P	P	
Grocers, retail						
convenience food stores	X	P	P	P	P	Note(12)
delicatessens, bakery, specialty	X	P	P	P	P	Note(12)
grocers farmers market	X	P	X	X	X	Note(7)
grocery markets	X	P	P	P	P	Note(12)
health food stores	X	P	P	P	P	Note(12)
Healthcare, service-dental, medical, optometry, psychiatric, chiropractic						
clinics (day services only)	P	P	P	P	P	Note(20)
convalescent care, nursing, rest homes	P	X	P	P	P	
hospitals and laboratories	P	X	X	P	P	
person care homes, family	X	X	P	P	P	
personal care homes, group	C	C	P	P	P	
personal care homes, congregate private offices	C	C	C	P	P	
sanitariums and mental institutions	P	P	P	P	P	
	X	X	X	X	P	
	X	X	X	X	P	

Interior design and decorating establishments						
china, clock, frame, and/or rug shops,	X	P	P	P	P	
retail floor covering, retail and service	X	P	P	P	P	
furniture and furnishings stores,	X	P	P	P	P	
retail hardware and paint stores,	X	P	P	P	P	
retail kitchen supply stores, retail	X	P	P	P	P	
kitchen supply stores, rental	X	P	P	P	P	
linen and drapery, retail and service	X	P	P	P	P	
wallpaper, retail and service	X	P	P	P	P	
Jewelry stores, retail	X	P	P	P	P	
Laundry and/or dry cleaning establishments						
drop and pick up	X	P	P	P	P	
stations full-service	X	X	P	P	P	
self-service, public	X	X	C	P	P	
Lawn and garden establishments						
supply and equipment, retail and rental	X	X	C	P	P	Note(10)
greenhouse and plant nursery,	X	X	C	C	P	See § 1000.5
Lodging						
bed and breakfast inns	C	P	C	P	P	
hotels	X	P	C	P	P	
inns	X	P	C	P	P	
motels	X	X	X	C	P	
Mercantile and dry good stores, retail	X	P	P	P	P	
Media facilities, print and electronic						
film and internet production offices	P	P	P	P	P	
newspapers offices	X	P	P	P	P	
publishing and printing establishments	X	P	P	P	P	
Motor vehicles and equipment						
>passenger vehicles and small engine equipment						Note(14)
body repair and painting	X	X	X	X	P) Note
car wash, service or self-service	X	X	P	P	P	(8)
fuel sales	X	C	P	P	P	
general service/installation of parts/access.	X	C	P	P	P	
new or used, sales and rental	X	X	X	C	P	
light duty trailer sales, new-accessory use	X	X	X	C	P	Note(8)
parts/accessories,	X	P	P	P	P	Note(10)
sales tires, sales	X	X	C	C	P	Note
vehicle storage yard welding	X	X	X	X	P	(13)
and fabrication wrecker	X	X	X	X	P	
and/or towing service	X	X	X	X	P	Note
>heavy trucks, RVs and other heavy equipment						(10)
body repair and painting	X	X	X	X	P	Note(8)
fueling station	X	X	X	X	P	Note(8)
general service/installation of parts/access.	X	X	X	X	P	Note(15)
new or used, sales and	X	X	X	X	P	Note(8)
rental	X	X	X	X	P	Note(8)
parts/accessories/tires,	X	X	X	X	X	Note(8)
sales	X	X	X	X	X	Note(13)

LAND USE CATEGORY	DISTRICT					REFERENCE
Principal Use* (unless noted as an accessory use)	P	CBD	B	B2	B3	See Section or Note
Musical instrument shop, retail	X	P	P	P	P	
Office Parks						
medical office parks	X	X	P	X	P	
professional office parks	P	X	P	X	P	
Office supply stores, retail	P	P	P	P	P	
Optical supply stores, retail	P	P	P	P	P	
Parking, commercial-primary use						
garages	P	P	P	P	P	Note(10)
lots	X	X	X	X	P	See § 520
Parks and Recreation						
campgrounds	X	X	X	X	X	Note(17), Note(18) Note(17)
health/fitness center	X	X	P	P	P	
gymnasium	X	X	C	C	P	
neighborhood activity center-accessory use	P	P	P	P	P	
parks, active	X	C	P	P	P	
parks, passive	P	P	P	P	P	
Photography						
supply and processing stores, sales/service	X	P	P	P	P	
portrait studio	P	P	P	P	P	
Professional offices	P	P	P	P	P	Note(9)
Public buildings						
government offices, libraries, museums	P	P	P	P	P	
convention hall, community center	P	P	P	P	P	
Recreational equipment stores, repair and Rental	X	X	X	P	P	Note(10)
Recreational equipment/supply stores, retail	X	P	X	P	P	Notes(10) & (13)
RESIDENTIAL:						
accessory apartments	P	P	P	C	C	See:§1000.8 See: §1000.8
accessory dwellings	P	P	P	C	C	
apartment buildings	C	C	C	C	C	
apartment houses	C	P	X	X	X	
lofts	P	P	P	P	P	
single-family dwellings	P	P	P	P	P	
two-family dwelling/duplex	X	X	X	X	X	
townhouses	C	C	C	C	C	
Restaurant						
restaurant/café, grill, lunch counter	X	P	P	P	P	Note(11)
with drive-in or drive-through service	X	C	X	X	P	Note(17)
with walk-up or walk-away service	X	C	X	X	P	

Sales and Service Facilities						
appliance stores (small and large), retail, rental, rental, and/or repairs	X	✗	P	P	P	Note(2),(3)&(6)
building supply, retail	X	✗	X	X	P	
equipment(small and large), service and rental	X	✗	P	P	P	Note(2)
equipment(office), service and rental	X	P	X	P	P	
fuel sales-liquid, wholesale and sale	X	✗	X	X	X	Note(16)
funeral and interment establishments, wholesale and storage janitorial	X	✗	X	X	P	
cleaning services janitorial/cleaning supply	X	✗	X	P	P	
store, wholesale lawn and garden supply,	X	✗	X	P	P	
wholesale locksmith shop, service	X	✗	X	X	P	Note(13)
	X	P	X	P	P	

LAND USE CATEGORY	DISTRICT					REFERENCE
Principal Use* (unless noted as an accessory use)	P	CBD	B	B	B3	See Section or Note
Sales and Service Facilities (continued)						
manufactured home sale lots	X	✗	X	X	X	
pawn shop and pawnbrokers	X	✗	X	X	P	
pest control services	X	✗	X	X	P	
print and publication shops	X	✗	X	X	P	
scrap hauling service	X	✗	X	X	X	
sewer and septic tank service	X	✗	X	X	X	
vending supply and service	X	✗	X	X	X	
Shipping, packaging, and delivery establishments						
non-freight business	X	✗	X	X	P	
Shopping Centers	X	✗	X	X	P	
Telecommunications facilities						
mobile telephones/paging, retail and service	X	P	P	P	P	
satellite dishes, retail	X	✗	P	P	P	
Temporary buildings	P	P	P	P	P	See §1000.9
Toy, variety, novelty, and dime stores, retail	X	P	P	P	P	
Transportation facilities						
airport	X	✗	X	X	C	
administrative offices/dispatches	X	✗	X	X	P	
commuter lot	X	✗	X	X	P	
stations or terminals	X	✗	X	X	P	
Travel agencies	P	P	P	P	P	

Utility and area service provider facilities						
emergency management services-fire, police, ambulance	P	P	P	P	P	See Article XI
garbage and recycling collection services landfills, incinerators, and dumps	X	X	X	X	X	
recycling center	X	X	X	X	X	
telecommunications facility, radio and television stations	X	P	C	C	P	
telecommunications facility, tower/antenna	X	X	X	X	C	
utility administrative office	X	P	X	X	P	
utility transformers, substations, and towers	P	P	P	P	P	
Vending						
food and beverage, temporary sales	X	€	X	X	X	
general merchandise, temporary sales	X	€	X	X	X	
parking, temporary event	X	P	P	P	P	
outdoor sales, temporary sales	X	€	X	X	X	

Notes for Table 7, Section 620.3:

(*) Unless otherwise specifically noted (for example, **RESIDENTIAL:**), all of the following uses are considered to be nonresidential, which for the purposes of this section encompasses commercial, professional, office and/or institutional uses. For commercial retail uses, incidental manufacturing of products sold by the retail establishment on the premises is included provided that the manufacturing area does not occupy more than twenty (20) percent of the total floor area and does not employ more than ten (10) persons.

- (1) Provided that fuel dispensary, pump and/or canopy is not located in the front yard except in B-3.
- (2) Small appliances means radio, television, computer, kitchen counter appliances, stereo, fax, computer printer, VCR/DVD players, and other appliances of similar size.
- (3) Large appliances means refrigerator, washer, dryer, dishwasher, stove, freezer, office copier, sewing machine, vending machine and other appliances of similar size.
- (4) Outdoor kennels, runs, or open areas are permitted as accessory uses in B-3 zoning districts only provided that such are located in the rear yard, enclosed by a fence not less than seven (7) foot high, and screened from the public right-of-way and from adjoining properties in accordance with Section 550.
- (5) Special trades means goods and services integral to building and construction, specifically roofing, sheet metal, electrical, plumbing, heating/air conditioning systems, cabinetry, carpentry, flooring, drapery, upholstery, lumber and building materials, hardware and paint, rug and carpet care, sign making, glass and mirror cutting, and antique repair and restoration.
- (6) Provided that such is not located within one hundred (100) feet of any residential district; provided that all operations are conducted in a building which shall not have any openings (other than a stationary window and pedestrian doors) facing the street frontage; and provided that no parts or waste materials shall be stored in the principal building.
- (7) Provided that temporary produce stands are located within the designated area within the CBD **Overlay District** and **operated only during the established times set by Council or its designee.** ~~operated only during the established times set by Council or its designee.~~
- (8) Motor vehicle storage which is secondary and clearly incidental is permitted provided that such is located in the rear yard, enclosed by a fence not less than seven (7) foot high, and screened from the public right-of-way and from adjoining properties in accordance with Section 550.
- (9) Professional offices means the following recognized professional services/professionals: accountant, actuary, appraisal, architect, billing/bookkeeping, brokerage, computer science, decorator, designer, editor, engineer, insurance, investment, landscape architect, lawyer, real estate, researcher, surveyor, translator, and web design. See Section 210.
- (10) Provided that such is screened in accordance with Section 550.

- (11) For licensing requirements regarding pouring of alcoholic beverages, see Code of Ordinances, Chapter 6.
- (12) The selling of produce from vehicles or from temporary stands outside of the building is prohibited.
- (13) Outdoor display and storage of manufactured home (retail) and motor vehicle and heavy equipment (retail and rental) is permitted in accordance with Section 1000, but any repair of such must be conducted entirely within a building which shall not have any openings (other than a stationary window and pedestrian doors) facing the street frontage, shall have no parts or waste materials stored outside, and all motor vehicles placed on the display lot shall be in operating condition at all times.
- (14) Small equipment means lawn mowers (pushing), hand tillers, and other equipment of similar size whether engine operated or not.
- (15) Heavy equipment means farm machinery and implements, construction equipment, lawn mowers (riding and trailing), motorcycles, all-terrain vehicles (ATV), off-road vehicles (ORV), recreational vehicles (RV), boats, travel trailers and other equipment of similar size whether engine operated or not.
- (16) Excludes retails sales of fuels intended for car and light truck vehicle use.
- (17) As an accessory use only, snack counters and/or sales of food and non-alcoholic beverages are also included provided that said accessory use shall be operated in compliance with all applicable health regulations of the Walton County Health Department.
- (18) As an accessory use only, non-commercial nursery or child-care areas are also included provided that said accessory use shall be available only for patrons while the patrons are on the premise.
- (19) In compliance with the City of Monroe Code of Ordinances, Chapter 22, Article II, Adult Entertainment.
- (20) Not allowed in B2 [located within the CBD Overlay](#). ~~in CBD.~~

➤ *Section 645: Revise the Infill Overlay District to include properties zoned R-1, to add a boundary map, to modify the building setbacks, to modify the sidewalk requirement, to modify the tree planting requirement, to merge the dwelling and design sections, and to remove a fence requirement. Renumber affected sections.*

Section 645 Infill Overlay District.

645.1 Intent and Purpose.

The Infill Overlay District (hereinafter referred to as the “IOD District”), is designed to infill parcels within close proximity to the Central Business District Overlay for high density single family detached dwellings to encourage in-town living with a specific focus on walkable communities close to the Central Business District Overlay. Additionally, the IOD is a tool to incentivize infill on existing R1, R1A, R2, and MH zoned parcels. The IOD District design standards contained in this Section are intended to create a small community of dwelling units oriented around pedestrian access, with parking and vehicular access that is located to the rear of the dwelling unit.

645.2 Applicability.

The IOD District shall be allowed in all areas zoned R1, R1A, R2, and MH contained within the overlay district identified in Section 645.2A. A maximum of ten (10) single family detached dwelling units per gross acre shall be allowed. The maximum units for an IOD project shall not exceed 100 units per development. All existing infill will require a total structure removal unless specific structures are approved to remain by the Code Enforcement Officer. All proposed developments that exceed 30 units shall be required to have open space elements included for recreation such as a pool, playground, pavilion, clubhouse/fitness center. Play courts such as but not limited to tennis, volleyball, or basketball are required.

645.2A Map.

The IOD District shall be allowed on parcels zoned R1, R1A, R2, and MH located within the IOD boundary as shown in Figure 1.

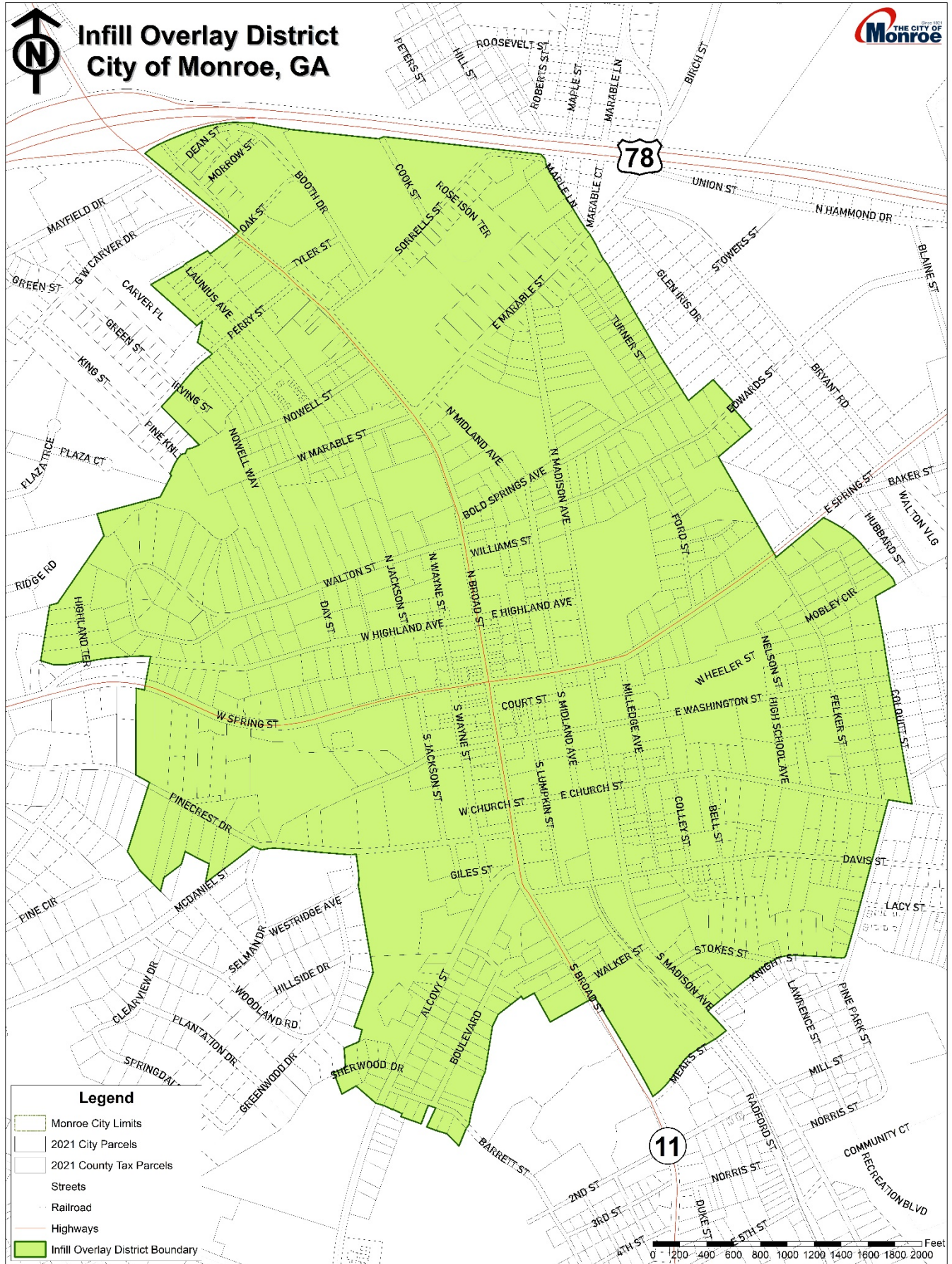
645.1 Intent and Purpose.

~~The Infill Overlay District (hereinafter referred to as the “IOD District”), is designed to infill parcels within close proximity to the Central Business District for high density single family detached dwellings to encourage in town living with a specific focus on walkable communities close to the Central Business District. Additionally the IOD is a tool to incentivize infill on existing R1A, R2, and MH zoned parcels. The IOD District design standards are intended to create a small community of dwelling units oriented around pedestrian access, with parking and vehicular access that is located to the rear of the dwelling unit.~~

645.2 Applicability.

~~The IOD District shall be allowed in all areas zoned R1A, R2, and MH. A maximum of ten (10) single family detached dwelling units per gross acre shall be allowed. The IOD district can only be applied on parcels up to three acres in the aggregate that are zoned R1A. IOD District projects greater than three acres can be only be applied to parcels zoned R2 and MH. The maximum units for an IOD project shall not exceed 100 units per development. All existing infill will require a total structure removal unless specific historic structures are approved to remain by the Code Enforcement Officer. All proposed developments that exceed 30 units shall be required to have open space elements included for recreation such as a pool, playground, pavilion, clubhouse/fitness center. Play courts such as but not limited to tennis, volleyball, or basketball are required.~~

Figure 1.



645.3 Permitted Uses.

Within an IOD development the following uses are permitted:

- (1) Single-family detached dwellings.

645.4 Density; Open Space; Set Back; Parking Requirements.

- (1) The maximum permitted density in IOD developments shall be ten dwelling units per gross acre.
- (2) See Table 79 for lot dimensional requirements.

<u>Infill Overlay District (IOD) Dimensional Requirements</u>	
<u>Table 7</u>	
<u>Lot area, minimum</u>	<u>4,000 sf</u>
<u>Lot density, maximum</u>	<u>10.0 upa</u>
<u>Lot coverage, max</u>	<u>50%</u>
<u>Lot width, min at building line</u>	<u>50 ft.</u>
<u>Lot frontage, min</u>	<u>50 ft.</u>
<u>Lot depth, min.</u>	<u>80 ft.</u>
<u>Setback, front yard (minimum)</u>	<u>10 ft.</u>
<u>Setback, side yard (minimum)</u>	<u>5 ft.</u>
<u>Setback, rear yard (minimum)</u>	<u>20 ft.</u>
<u>Building height, maximum</u>	<u>35 ft.</u>
<u>Building area, minimum square footage</u>	<u>1,300 sf</u>
<u>Building width, minimum</u>	<u>24 ft.</u>

<u>Infill-Overlay-District-(IOD)-Dimensional-Requirements</u>	
<u>Table-9</u>	
Lot area, minimum	4,000 sf
Lot density, maximum	10.0 upa
Lot coverage, max	50%
Lot width, min at building line	50 ft
Lot frontage, min	50 ft.
Lot depth, min.	80 ft.
Setback, front yard (minimum)	10 ft.

Setback, side yard (minimum)	6 ft.
Setback, rear yard (minimum)	20 ft
Building height, maximum	35 ft.
Building area, minimum	1,300 sf
Square footage	
Building width, minimum	24 ft.

645.4 Density; Open Space; Set Back; Parking Requirements.

- (1) The maximum permitted density in IOD developments shall be ten dwelling units per gross acre.

645.5 Dwelling Unit Size; Dwelling Unit Design; Site Design Elements.

- (1) All dwelling units shall have a minimum of 1,300 square feet heated.
- (2) Areas of the dwelling unit that do not count toward the total floor calculation shall include unheated storage space, unheated porches or patio areas, architectural projections (such as bay windows), attached roof porches, detached garages or utility buildings and so forth.
- (3) All dwelling units shall have pitched roofs with a minimum 5/12 pitch. All dwelling units shall have roofing of an architectural type asphalt shingle, metal or other similar material type roofing approved by the Code Enforcement Officer. Standard non-dimensional three-tab asphalt shingles are prohibited.
- (4) All dwelling units shall have a covered entry porch with a floor area measuring at least 60 square feet in size and the floor having minimum dimensions of not less than six feet in length or width.
- (5) All dwelling units in an IOD development with less than thirty (30) units shall be constructed on crawl space or basements and all foundation walls shall be brick or stone veneered.
- (6) No front garage approach is permitted. Rear or side approach garage entry only.
- (7) All IOD developments shall have double loaded **five (5) four (4)** foot sidewalks on all streets.
- (8) **Two (2) Overstory Trees (2.5" caliper) shall be planted per lot. Existing overstory trees on a lot may be counted towards this requirement. Four (4) Overstory Trees (2.5" caliper) shall be planted per lot. With two trees to be planted 2' inside the Right of Way 40' on center or variable distances to conform to unique site conditions, however, they must be more or less evenly distributed across the front lot line.**
- (9) No adjacent home shall have the same exterior elevations, design and floor plan.
- (10) Implementation of Energy Efficient Construction Methods, then existing, as recommended and approved by the Code Enforcement Officer that exceed all then existing building code standards and requirements shall be required on all homes in the IOD development.

645.6 Design Specifications;

~~All IOD developments shall conform to the following minimum design standards:~~

- (11) All dwelling units shall have brick, stone, cement (Hardiplank) or other similar type siding approved by the Code Enforcement Officer. Vinyl or metal products shall not be permitted on any IOD development.
- (12) All exterior window and door trim shall be at least 3.5 inches wide on its face. All corner boards shall also be a minimum of 3.5 inches wide on its face and shall be utilized on both sides of all dwelling unit corners.
- (13) Frieze boards with a width of at least 5.5 inches and rake mouldings shall be used on all dwelling units.
- (14) No unpainted treated wood is allowed on any dwelling unit except for porch floors.
- (15) All dwelling units shall conform to a cluster landscaping design as specifically approved by the Code Enforcement Officer. All yard areas shall be sodded.
- (16) All windows shall be architectural in nature and all window styles shall be consistent throughout the IOD development.
- (17) All exposed plumbing vent or other pipes shall be painted so as to minimize their visibility.

- (18) All dwelling units shall have gutters unless otherwise approved by the Code Enforcement Officer.
- (19) All roof overhangs shall be a minimum of 12 inches.
- ~~(10) No chain link fencing of any type shall be permitted in an IOD development.~~
- (2011) All utilities serving the IOD development and its dwelling units shall be underground.
- (2112) Dwelling units constructed on slab on grade are prohibited for IOD developments under 30 units.

645.67 Roads and Streets Connectivity.

Roads and streets shall comply with all existing development regulations. IOD developments over 30 units shall have multiple existing street connectivity. At a minimum two ingress and egress streets shall provide access through the development. All IOD developments shall provide for 16 foot wide rear loaded paved alleys where possible. Shared driveways with side facing or rear loaded garages may be utilized when rear loaded alleys are not possible due to the unique characteristics of topography or parcel shaping or size. Garages must always be located in the third layer, which is defined as that area no less than 20 feet behind the front leading edge of the front façade of the dwelling, of all parcels in the IOD development, unless prohibited by the unique characteristics of topography or parcel shaping or size.

645.78 Homeowner Association.

A homeowner’s association shall be established for IOD developments that exceed thirty (30) dwelling units. Membership shall be automatic and mandatory for all lot owners in the subdivision and their successors. The homeowner’s association shall have the power to file liens to collect dues and assessments. The homeowner association shall be formed under the provisions of O.C.G.A § 44-3-220 et seq. (the "Georgia Property Owners' Association Act"). Documentation organizing the homeowner's association shall be provided to the City’s Attorney’s Office for review in conjunction with the submittal of the draft open space management plan. Approval of the organizing documentation must be received prior to final plat approval.

➤ *Section 646: Add new section for the CBD overlay district. Add intent and purpose of the CBD overlay district. Add table of permitted uses in the CBD Overlay District. Add procedure for obtaining a Certificate of Appropriateness. Add special design standards and exceptions for the CBD overlay district.*

Section 646 Central Business District Overlay (CBD).

646.1 Intent and Purpose.

The Central Business District Overlay is intended to recognize and protect the historic and current vital core of the city; to foster its continued existence as a commercial center for business, government, and service enterprises for the whole community; to encourage development of this district as a shopping, dining, living and activity center for residents, tourists, and the surrounding region; and to reinforce its small town architecture, character, and feel, and its pedestrian atmosphere, scale and movement by grouping specialized uses which benefit from close proximity to each other and by fostering full utilization of existing structures and infrastructure by allowing mixed land uses, contiguous construction, and shared parking facilities.

646.2 Overlay District. The Central Business Overlay District is superimposed over existing zoning districts. The special requirements of this district shall apply in addition to the requirements of the zoning district within which a specific property is located. Uses permitted within the Central Business Overlay District are those permitted in the underlying zoning districts unless otherwise modified herein below in Table 8.

646.3 Permitted Uses. Uses permitted in the CBD Overlay are outlined below. In Table 8 - Central Business District Overlay (CBD), the letter “P” designates use classifications permitted in CBD only. The letter “C” designates use

classifications allowed by approval of a conditional use permit, see Section 1425. The letter “X” designates use classifications prohibited in the CBD Overlay.

Section 646.3 Table 8 – Central Business District Overlay (CBD)
[P] = permitted; [X] = prohibited; [C] = conditional use permit required

LAND USE CATEGORY	
Principal Use* (unless noted as an accessory use)	CBD Overlay
Accessory building and uses	
accessory apartments	P
accessory dwelling units	P
bed and breakfasts	C
fuel dispensary, pump, island and/or canopy	C
home occupations	P
home office	P
residential business	P
outdoor storage	X
outdoor display	P
sidewalk amenities	P
structures – general	P
temporary structures	P
uses – general	P
Administrative and information service facilities	
administrative offices/processing center	P
call/telecommunications center	P
data processing/programming facilities	P
Agricultural uses	
timber harvesting	X
Alcohol and beverage stores, retail	
beer and wine	C
Amusements and Entertainment	
adult entertainment establishment	X
archery range or firing range	X
game center	P
miniature golf, outdoor	X
play centers, skating rink, bowling alley	X
theaters	P
theaters, outdoor	C
Animal facilities and services	
clinics and specialty services	X
hospitals, lodging, and shelters	X
animal/pet supply stores, retail (excluding pet sales)	P
animal/pet supply stores (including pets sales)	X
Antique, curio, and/or collectible shops	P

Apparel stores-clothing and accessories, retail	
bridal, vintage, consignment, and rental	P
new	P
secondhand and/or thrift	P
shoe repair, service	P
tailoring and/or dressmaking, service	P
Arts, Crafts, and Hobbies	
Art, craft and/or hobby supply stores, retail	P
Art gallery or shop, retail	P
Art studios	P
Craftsman studios	P
Audio/video/computer equipment	
supply stores, rental and/or repairs	P
supply stores, retail	P
Beauty shops, services	
barber, hairdresser, and/or stylist shops	P
beauty supply, retail	P
beauty/health spas	P
manicure establishment	P
tanning centers	P
Book, news, magazine stores, retail	P
Building, construction and special trade facilities	
contractor and developer offices	P
contractor/developer offices with facilities	X
contractor/developer office center	X
landscape/irrigation service	X
timber harvesting service	X
tree surgery service	X
building supply store, wholesale	X
Catering establishments, retail and rental	P
Child-care facilities	
child-care, center	C
child-care, home	C
Principal Use* (unless noted as an accessory use)	CBD
Churches	
community	P
megachurch	P
neighborhood	P
Collection Agency	P
Community associations/clubs-civic and private	P
Confectionery and dessert shops, retail	P
Copy and blueprint shops	P
Department/discount department stores, retail	P
Detective agency	P
Distribution and storage facilities	
warehouse, self-service (mini)	X
warehouse	X
Drug stores, retail	

Educational facilities	
schools-private, public, parochial	C
school programs-day-, pre-, post-	C
small scale instruction	P
studios for work or teaching of fine arts, photography, music, drama, dance, martial arts	P
Fabric and notion shops, retail	P
Financial institutions-banks, savings/loans	
With/without drive-thru window	P
Automatic teller machine only	P
Florist and plant shops, retail	P
Funeral and interment establishments	
cemeteries and memorial cemeteries	X
gravestone and burial vault, sales and storage	X
undertaking, mortuary, and/or funeral home	X
Gift, card, and stationary shops, retail	P
Grocers, retail	P
convenience food stores	P
delicatessens, bakery, specialty grocers	P
farmers market	P
grocery markets	P
health food stores	P
Healthcare, service-dental, medical, optometry, psychiatric, chiropractic	
clinics (day services only)	P
convalescent care, nursing, rest homes	X
hospitals and laboratories	X
person care homes, family	X
personal care homes, group	C
personal care homes, congregate	C
private offices	P
sanitariums and mental institutions	X
Interior design and decorating establishments	
china, clock, frame, and/or rug shops, retail	P
floor covering, retail and service	P
furniture and furnishings stores, retail	P
hardware and paint stores, retail	P
kitchen supply stores, retail	P
kitchen supply stores, rental	P
linen and drapery, retail and service	P
wallpaper, retail and service	P
Jewelry stores, retail	P
Laundry and/or dry cleaning establishments	
drop and pick up stations	P
full-service	X
self-service, public	X

Lawn and garden establishments	
supply and equipment, retail and rental	X
greenhouse and plant nursery, retail	X
Lodging	
bed and breakfast inns	P
hotels	P
inns	P
motels	X
Mercantile and dry good stores, retail	P
Media facilities, print and electronic	
film and internet production offices	P
newspapers offices	P
publishing and printing establishments	P
Motor vehicles and equipment	
>passenger vehicles and small engine equipment	
body repair and painting	X
car wash, service or self-service	X
fuel sales	C
general service/installation of parts/access.	C
new or used, sales and rental	X
light duty trailer sales, new-accessory use	X
parts/accessories, sales	P
tires, sales	X
vehicle storage yard welding	X
and fabrication wrecker and/or	X
towing service	X
>heavy trucks, RVs and other heavy equipment	
body repair and painting	X
fueling station	X
general service/installation of parts/access.	X
new or used, sales and rental	X
parts/accessories/tires, sales	X
truck wash, service or self-service	X
terminal, motor freight	X
truck stop/travel plaza	X

LAND USE CATEGORY	
Principal Use* (unless noted as an accessory use)	CBD Overlay
Musical instrument shop, retail	P
Office Parks	
medical office parks	X
professional office parks	X
Office supply stores, retail	P
Optical supply stores, retail	P
Parking, commercial-primary use	
garages	P
lots	X

Parks and Recreation	
campgrounds	X
health/fitness center	X
gymnasium	X
neighborhood activity center-accessory use	P
parks, active	C
parks, passive	P
Photography	
supply and processing stores, sales/service	P
portrait studio	P
Professional offices	P
Public buildings	
government offices, libraries, museums	P
convention hall, community center	P
Recreational equipment stores, repair and Rental	X
Recreational equipment/supply stores, retail	P
RESIDENTIAL:	
accessory apartments	P
accessory dwellings	P
apartment buildings	C
apartment houses	P
lofts	P
single-family dwellings	P
two-family dwelling/duplex	X
townhouses	C
Restaurant	
restaurant/café, grill, lunch counter	P
with drive-in or drive-through service	C
with walk-up or walk-away service	C
Sales and Service Facilities	
appliance stores (small and large), retail, rental, rental, and/or repairs	X
building supply, retail	X
equipment(small and large), service and rental	X
equipment(office), service and rental	P
fuel sales-liquid, wholesale and sale	X
funeral and interment establishments,	X
wholesale and storage janitorial cleaning	X
services janitorial/cleaning supply store,	X
wholesale lawn and garden supply,	X
wholesale locksmith shop, service	P

LAND USE CATEGORY	
Principal Use* (unless noted as an accessory use)	CBD Overlay

Sales and Service Facilities (continued)	
manufactured home sale lots	X
pawn shop and pawnbrokers	X
pest control services	X
print and publication shops	X
scrap hauling service	X
sewer and septic tank service	X
vending supply and service	X
Shipping, packaging, and delivery establishments	
non-freight business	X
Shopping Centers	X
Telecommunications facilities	
mobile telephones/paging, retail and service	P
satellite dishes, retail	X
Temporary buildings	P
Toy, variety, novelty, and dime stores, retail	P
Transportation facilities	
airport	X
administrative offices/dispatches	X
commuter lot	X
stations or terminals	X
Travel agencies	P
Utility and area service provider facilities	
emergency management services-fire, police, ambulance	P
garbage and recycling collection services	X
landfills, incinerators, and dumps	X
recycling center	X
telecommunications facility, radio and television stations	P
telecommunications facility, tower/antenna	X
utility administrative office	P
utility transformers, substations, and towers	P
Vending	
food and beverage, temporary sales	C
general merchandise, temporary sales	C
parking, temporary event	P
outdoor sales, temporary sales	C

646.4 Original Central Business District. All those properties located in the former Central Business District boundary which is defined as an area being bounded on the North by West Highland Avenue, on the West by South Wayne Street, on the South by East Washington Street, and on the East by North and South Midland Avenue shall be considered non-conforming to the extent they exist as of the adoption of this Section and shall be afforded the rights and provisions contained in Section 500 herein.

646.5 Application to Planning Commission for Certificate of Appropriateness

(1) Approval of Alterations or New Construction.

If a property is within the CBD, no building permit shall be issued and no material change in the appearance of such property, or of a structure, site, or work of art within the CBD, shall be made or be permitted to be made by the owner or occupant thereof, unless or until application for a Certificate of Appropriateness ("COA") has been submitted to and approved by the Planning Commission. Any

approved changes shall conform to all the requirements specified in the COA and this Section. Building Permits related to interior changes to existing buildings in the CBD as of the date of this Ordinance are exempt from the requirement of obtaining a COA from the Planning Commission.

(2) Approval of New Construction within the CBD Overlay.

The Planning Commission may issue a COA for new projects and structures constructed within the CBD. These structures shall conform in design, scale and setback, to the requirements specified in Section 646.6 as allowed by the issued COA.

(3) Application Process.

(a) An application for a COA shall be accompanied by such relevant drawings, photographs, or plans reasonably required by the Planning Commission per this section and shall be submitted to the Code Enforcement Officer at least forty-five (45) days prior to the Planning Commission's regularly scheduled meeting.

(b) For Minor Changes to existing development and/or buildings, no COA shall be required. Minor Changes are defined solely as: changes in type of roofing material, removal of non-conforming signs or structures and installation of irrigation, and alterations involving less than Five Thousand Dollars (\$5,000.00) expense to existing elevations or site plans.

(4) Acceptable Planning Commission Reaction to Applications for COA.

(a) The Planning Commission shall, after the public hearing described below, approve the application and issue a COA, as presented, or as modified by the Planning Commission with conditions, if it finds that the proposed change(s) in the appearance would not have a substantial adverse effect on the CBD. In making this determination, the Planning Commission shall consider impervious surface, parking, parking islands, green space, signage, trees, landscaping, buffers, lighting, the architectural value and significance, the historical value and significance, architectural style, general design arrangement, texture, and material of the architectural features involved, and the relationship thereof to the exterior architectural style, and appurtenant features of other development and structures in the CBD, all of these considered in the context of the standards set forth below.

(b) The Planning Commission shall deny a COA, if it finds based on the CBD Guidelines in Section 646.6 that the proposed change(s) would have substantial adverse effects on the CBD or any structure therein.

(5) Public Hearings on Applications for Certificates of Appropriateness, Notices.

Fifteen (15) to Forty-Five (45) days prior to review of a COA by the Planning Commission, the Planning Commission shall inform the owners of any property likely to be affected by reason of the application, and shall give applicant and such owners an opportunity to be heard. Said notice shall be via newspaper advertisement and signage in the same manner as for zoning hearings as outlined in Section 1440. Planning Commission notice, hearings and actions shall be conducted in the same manner as the Planning Commission and Mayor and Council hearings and actions.

(6) Interior Alterations.

In its review of all applications for a COA, the Planning Commission shall not consider interior arrangement or use having no effect on exterior features, safety or utility.

(7) Deadline for Approval or Rejection of Application for COA.

The Planning Commission shall act on an application for a COA within not more than Sixty (60) days after the filing thereof by the applicant, unless such a decision is deferred to a future meeting of the Planning Commission.

(8) Appeal to Mayor and Council; Building Permits.

- (a) Any Applicant aggrieved by a decision of the Planning Commission may appeal said decision to the Council. Said appeal shall be filed in writing with the Code Enforcement Officer within 30 days of the decision of the Planning Commission.
- (b) On appeal, the Council may uphold the decision of the Planning Commission or reject the decision made by the Planning Commission and enter a different decision on the COA if the Council finds that the Planning Commission abused its discretion by acting arbitrarily and/or in violation of constitutional rights in reaching its decision.
- (c) In cases where the application covers matters that would require the issuance of a building permit, the rejection of the application for a COA by the Planning Commission shall be binding upon the Code Enforcement Officer charged with issuing building permits and, in such case, no building permit shall be issued.

(9) Requirement of Conformance with COA.
 Work not in accordance with an issued COA is expressly prohibited.

(10) COA Void if Construction not Commenced.
 A COA shall become void unless construction is commenced within six (6) months of date of issuance. Certificates of Appropriateness shall be issued for Eighteen (18) months, at which time they shall expire. A new application must be made and a new COA obtained for any construction or other modification after Eighteen (18) months from the original COA.

(11) Recording of Applications for COA.
 The Planning Commission shall keep a public record of all applications for COA, and of minutes of the Planning Commission's proceedings in connection with said applications.

646.6 Special Design Standards and Exceptions for the CBD Overlay

To promote the infill of the CBD Overlay, the following standards and exceptions shall apply to all properties in the CBD for which a COA has been issued pursuant to Section 646.5 hereinabove for the relevant project. When granting a COA, the Planning Commission may specifically waive completely or modify the various requirements outlined herein. If the requirements are not specifically waived or modified, then the requirements under the property's existing zoning classification shall apply.

1. Because of the pedestrian nature of the CBD Overlay, the presence of ample on-street and public lot parking, and the allowance of commercial parking garages within the CBD, new buildings and uses within the CBD shall not be subject to the off-street parking requirements as required in Section 520 of this Ordinance upon the granting of a COA by the Planning Commission allowing such reduced or eliminated off-street parking requirements.
2. To continue the existing historical building pattern of the CBD Overlay and to encourage traditional zero lot line construction throughout the CBD Overlay, the lot coverage restrictions of Section 570 of this Ordinance shall not apply to property located within the CBD Overlay upon the granting of a COA by the Planning Commission allowing such lot coverage proposed.
3. To continue the existing historical building pattern of the CBD Overlay and to encourage traditional zero lot line construction throughout the CBD Overlay, the dimensional requirements of the underlying zoning district contained in Section 700.2-Table 11 of this Ordinance shall not apply to property located within the CBD Overlay upon the granting of a COA by the Commission allowing different dimensional requirements. Said dimensional requirements shall be consistent with the minimums contained herein in Table 9.

Table 9:

CBD	
LOT	
Lot area, min	none
Lot coverage, max	100%
Lot width, min	30 ft.
Lot frontage, min	30 ft.
YARD	
Setback, front yard	0 ft.
Setback, side yard, min	0 ft.
Setback, rear yard, min	0 ft.
BUILDING	
Building height, max	35 ft.
Building ground floor area, min sq footage required	750 sq.ft.

➤ **Section 700: Revise Section 700.2 to remove the CBD commercial zoning district dimensional standards. The dimensional standards have been relocated to the new CBD overlay district section.**

Section 700 Charts of Dimensional Requirements.

700.2 P, ~~CBD~~, B-1, B-2 and B-3 Dimensional Requirements: The following table delineates dimensional requirements for the specified commercial zoning districts. For the matrix of use provisions by district, see Article VI. For supplementary standards for specific uses, see Article X. For allowed residential uses in commercial zoning districts, the dimensional requirements of the corresponding residential district shall apply.

Section 700.2: Table 12 – Commercial Zoning District Dimensional Requirements

	P	B1	CBD	B2	B3
LOT					
Lot area, min (1)	7,500 sq.ft.	7,500 sq.ft.	none	None(7)	None(7)
Lot coverage, max	50%	50%	100%	60%	60 %
Lot width, min	60 ft.	60 ft.	30 ft.	60 ft.	100 ft.
Lot frontage, min	60 ft.	60 ft.	30 ft.	60 ft.	100 ft.
YARD					
Setback, front yard (2)	25 ft.	25 ft.	0 ft.	25 ft.	35 ft.
Setback, side yard, min (3)	10 ft.	15 ft.	0 ft.	15 ft. (4)	15 ft. (5)
Setback, rear yard, min	20 ft.	20 ft.	0 ft.	20 ft. (4)	20 ft. (5)
BUILDING					
Building height, max (6)	35 ft.	35 ft.	35 ft.	35 ft.	35 ft.
Building ground floor area, min sq footage required	1,000 sq.ft.	1,000 sq.ft.	750 sq-ft.	1,000 sq.ft.	2,000 sq.ft.

(1) Encompasses area for accessory buildings and uses, including parking, loading and unloading space, storage and parking, screening, lighting, and stormwater management measures. The minimum lot area cited in this Article shall be increased in all situations where public sanitary sewer service is not utilized and the Walton County Health Department requires a larger lot for proper septic tank operation.

- (2) For properties within the HPO or CDO overlay districts, the setback is established by the designated design review board to maintain the established building line along a historic block or design corridor.
- (3) On corner lots that abut a residential district or use, there shall be a side yard equal in depth to the required front yard of the residential district.
- (4) A ten (10) foot landscaped and fenced opaque buffer strip or berm is required if lot abuts residential district or use.
- (5) A twenty-five (25) foot landscaped and fenced opaque buffer strip or berm is required if lot abuts residential district or use.
- (6) Church spires, belfries, cupolas, monuments, water towers, chimneys, flues, flagpoles, television antennae, and radio aerials are exempt.
- (7) Minimum lot size for single family homes shall comply with the requirements for R1A districts.

AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CITY OF MONROE,
 GEORGIA

THE MAYOR AND COUNCIL OF THE CITY OF MONROE HEREBY ORDAIN AS
 FOLLOWS:

10th AMENDMENT - JULY 6, 2021

ARTICLE I.

The Zoning Ordinance of the City of Monroe, officially adopted June 10, 2014, and effective July 1, 2014, as thereafter amended, is hereby amended by implementing the below text amendment as follows:

Table of Contents, Article VI: Use Provision By District is hereby amended and supplanted with the following sections as follows:

Section 620 Commercial District: P, B-1, B-2, B-3

Section 640 Overlay District: HPO, A-H, CDO, MHDO, CBD

Section 645 Infill Overlay District (IOD)

Section 646 Central Business District Overlay (CBD)

Article III, Section 310, Table 1 - Districts, is hereby amended by deleting said Table 1 - Districts in its entirety and replacing it with the following in lieu thereof:

LAND USE CATEGORY	SHORT TITLE	DISTRICT NAME
RESIDENTIAL:		
	R1	Large Lot Residential District
	R1A	Medium Lot Residential District
	R2	Multi-Family, High Density Residential District
	MH	Manufactured Housing District
COMMERCIAL:		
	P	Professional / Office / Institutional District
	B-1	Neighborhood Commercial District
	B-2	General Commercial District
	B-3	Highway Commercial District
INDUSTRIAL:		
	M-1	Light Industrial / Manufacturing District
OVERLAY:		
	HPO	Historic Preservation Overlay District
	CDO	Corridor Design Overlay District
	A-H	Airport Hazard Overlay District

	MHDO	Monroe and Walton Mills Historic Overlay District
	IOD	Infield Overlay District
	CBD	Central Business District Overlay
PLANNED DEVELOPMENT:		
	PRD	Planned Residential District
	PPD	Planned Professional District
	PCD	Planned Commercial District
	PID	Planned Industrial District

Article III, Section 310.1, is hereby amended by deleting said Section 310.1 in its entirety and replacing it with the following in lieu thereof:

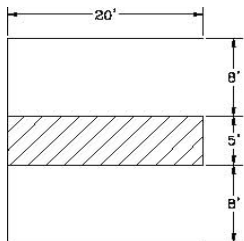
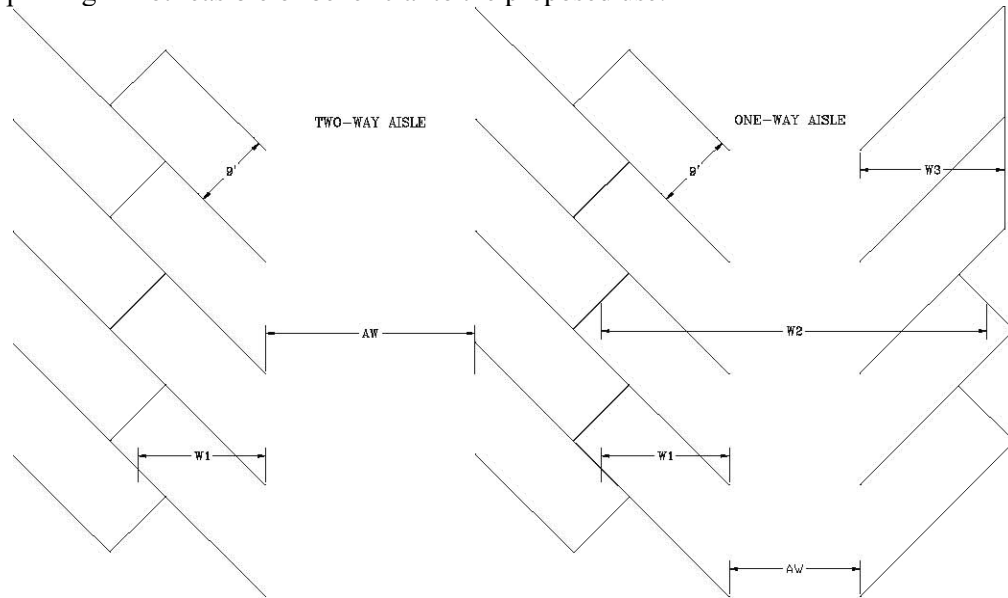
310.1 Incorporation of the Zoning Map. The boundaries of the above-described districts are hereby established as shown on the map, entitled “Official Zoning Map, City of Monroe, GA” adopted on July 6, 2021, by the Mayor and City Council of Monroe, Georgia, and certified by the City Clerk, as amended from time to time as called for herein in Section 310.2. This map shall be the Official Zoning Map of the City of Monroe and is hereby made a part of this Ordinance as if fully set forth herein. Said map is a public record and shall be kept on file at City Hall, 215 N. Broad Street, Monroe, Georgia 30655, in the records of the City Clerk.

Article V, Section 520.2, is hereby amended by deleting said Section 520.2 in its entirety and replacing it with the following in lieu thereof:

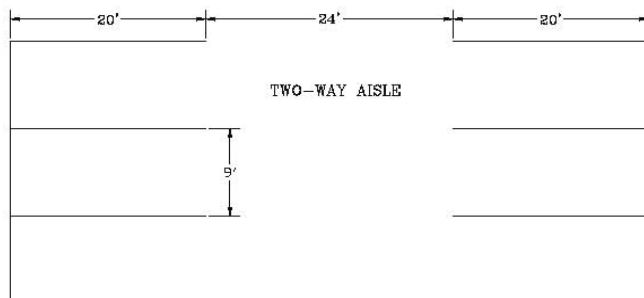
520.2 General Requirements.

- (1) **Minimum Size of Off-Street Parking Space.** A space at least nine (9) feet wide and twenty (20) feet long with a minimum net area of one hundred and eighty (180) square feet, excluding area for egress and ingress and maneuvering of vehicles.
- (2) **Off-Street Parking Space on Different Lot.** If an off-street parking space cannot be reasonably provided on the same lot on which the principal use is conducted, the Code Enforcement Officer may permit such space to be provided on other off-street property, if such space lies within four hundred (400) feet of the property line of such principal use, and is under the exclusive control of the person responsible for the principal use. For the purpose of this subsection, “exclusive control” means ownership of such remote space or a lease of such space for no less than two (2) years. Such vehicle parking space shall not thereafter be reduced or encroached upon in any manner.
- (3) **Provision of Parking Spaces for Separate Uses.** The required number of parking spaces for any number of separate uses may be combined in one (1) lot, but the required space assigned to a use may not be assigned to another use at the same time. However, the portion of the lot required for a use whose peak attendance will be at night or on a particular day of the week may be assigned to a use which will be closed during said peak attendance times. The Code Enforcement Officer shall have the authority to modify the minimum parking space requirements under this Article when such uses propose appropriate alternative Shared Parking arrangements.
- (4) **No Reduction of Off-Street Parking Areas.** Areas reserved for off-street parking shall not be reduced in area or changed to any other use unless the permitted use that it serves is discontinued or modified, and all requirements hereof continue to be met.

- (5) **Pre-Existing Parking.** Off-street parking existing on the effective date of this Ordinance serving an existing building or use shall not be reduced to an amount less than required herein for a similar new building or use.
- (6) **Alteration of Existing Commercial Buildings.** Any commercial building existing on the effective date of this Ordinance may be enlarged up to ten percent (10%) of gross commercial floor area without increasing existing off-street parking spaces.
- (7) **Change of Use.** In the case of an existing structure changing use, off-street parking requirements applicable to the new use must be provided, unless a variance is obtained in accordance with Section 1430.
- (8) **Emergency Vehicles.** Parking shall not obstruct Emergency Vehicles from access to buildings.
- (9) **Handicap Parking Access.** Handicap Parking Access shall be provided as required by the Americans with Disabilities Act. The parking requirements for disabled individuals are defined in the *Federal Register, 28 CFR part 36, Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities; Final Rule dated July 26, 1991.*
- (10) **Parking Space and Aisle Dimensions.** The following diagrams specify the required space and aisle dimensions for the situation depicted. Alternate configurations in conformity with the spirit of these regulations may be authorized by the Code Enforcement Officer.
- (11) Shared parking arrangements are encouraged and may be approved administratively by the Code Enforcement Officer to satisfy up to 35% of the required parking facilities under Section 520.3.
- (12) On-street parking is encouraged in all areas of the City and may be permitted upon approval by the Code Enforcement Officer and the Director of the Street Department in unique circumstances when off-street parking is not feasible or beneficial to the proposed use.



HANDICAP PARKING



Article V, Section 570, is hereby amended by deleting said Section 570 in its entirety and replacing it with the following in lieu thereof:

Section 570 Lot Coverage.

In an effort to maintain the rural character of the City of Monroe and to help protect the environment against the effects of erosion and sedimentation, and to maintain the benefits derived from watershed areas and groundwater recharge areas and from unique characteristics such as an established tree canopy, civic greenspaces, and landscaping enhancements, it is hereby determined that the maximum impervious lot coverage shall be 60% of the total site area in all zoning districts except the geographically small area of the City designated as CBD Overlay as permitted with a Certificate of Appropriateness pursuant to Section 646.5. Recognizing that redevelopment of existing properties offers unique challenges to site planning, particularly for smaller sites, alternative methods to address lot coverage are permissible for existing sites as outlined below with no more that 60% under any circumstance.

Article V, Section 570.1, is hereby amended by deleting said Section 570.1 in its entirety and replacing it with the following in lieu thereof:

570.1 New Development Projects: Lot coverage by impervious surfaces shall not exceed sixty percent (60%) in all zoning districts.

Article VI, Section 620, is hereby amended by deleting said Section 620 in its entirety and replacing it with the following in lieu thereof:

Section 620 Commercial Districts: P, B-1, B-2, B-3.

The commercial zoning districts include: Professional / Office / Institutional District (P), Neighborhood Commercial District (B-1), General Commercial District (B-2), and Highway Business District (B-3).

Article VI, Section 620.2, is hereby amended by deleting said Section 620.2 in its entirety and replacing it with the following in lieu thereof:

620.2 Specific Intent and Purpose.

(1) In addition to the general purposes listed in Section 110, the specific purposes of these zoning districts are to:

- (a) provide appropriately located areas for a full range of professional, office, institutional, service, and retail business needed by residents of, and visitors to, the City and region;
- (b) strengthen the city's economic base, protect small businesses that serve city residents, and promote the sustained stability of commercial areas;
- (c) create suitable environments for various types of business and compatible residential uses, and protect them from the adverse effects of inharmonious uses;
- (d) minimize the impact of commercial development on adjacent residential districts;
- (e) minimize the impact of industrial development on adjacent commercial districts;
- (f) ensure that the appearance and effects of commercial buildings and uses are harmonious with the character of the area in which they are located;
- (g) ensure the provision of adequate off-street parking, loading, and storage facilities, the

minimization of lot coverage and impervious surfaces, the provision of adequate screening, buffering, and landscaping, and the provision of adequate illumination for commercial buildings and uses; and,

- (i) provide sites for compatible public uses which complement commercial development; and,
 - (j) prohibit uses that are noxious or offensive by reason of the emission or creation of odor, dust, fumes, smoke, gas, noise, vibration, or similar substances or conditions which in the opinion of the City would be detrimental to the community interest.
- (2) The unique specific purposes of each commercial zoning district are as follows:

- (a) Professional / Office/Institutional District (P).
To provide for areas where certain professional, office, and service commercial uses can coexist with compatible residential uses without the threat of encroachment of more intense retail or general commercial uses; to encourage such uses to remain in proximity to the business and activity center of the City thus reinforcing the highly pedestrian character of the historic downtown areas of the city; to encourage development (and redevelopment of non-conforming buildings and sites) which contributes to the small town architecture; to encourage non-linear development with shared parking, amenities, and access; and, to establish a transitional area to buffer surrounding residential neighborhoods from the highly active downtown center.
- (b) Neighborhood Commercial District (B-1).
To provide for limited commercial uses in proximity to surrounding neighborhoods; to foster the retailing of goods and furnishing of selected services while protecting nearby residential properties from possible adverse effects; to encourage development and redevelopment of these areas as neighborhood convenience centers, thus not encompassing a full range of business activities but rather those which serve the needs of the immediate neighborhood; and establish a transitional area as a buffer between residential, pedestrian areas and areas of higher vehicle traffic and more intense commercial development.
- (c) General Commercial District (B-2).
To provide for a range of commercial uses that supply commodities or services for both the community and regional market; to collect and consolidate such uses primarily on arterial streets and at major intersections; to minimize strip development along streets and roadways; and to provide adequate locations buffered by lighter commercial areas for those commercial activities which are frequently incompatible in close proximity to residential areas due to services, operations, or processes that are objectionable by reason of odor, dust, bright lights, smoke, noise, vibration, traffic volume and/or congestion, and exterior activities, storage, or displays.
- (d) Highway Business District (B-3).
To provide an area for commercial establishments that normally depend on the traveling or commuting public for business and that generally offer extended hours of service; to allow the development of uses that usually involve larger vehicles transporting goods and servicing both commercial and industrial areas, the sales of motor vehicles and heavy equipment, and warehouse and commercial storage uses; to collect and consolidate such uses primarily on state and federal highway intersections; and to minimize strip development along streets and roadways; and to provide adequate areas for those commercial activities that generally offer extended business hours beyond the typical 8 a.m. -6 p.m. work schedule and that frequently experience periods of higher traffic volume.

Article VI, Section 620.3, is hereby amended by deleting said Section 620.3 in its entirety and replacing it with the following in lieu thereof:

620.3 Commercial Land Use Regulations (P, B-1, B-2, B-3). The commercial zoning districts referenced below correspond to the districts listed in Section 620 and intent statements in Section 620.2. In *Table 5 - Commercial Zoning District Land Use Regulations*, the letter “P” designates use classifications permitted in commercial zoning districts. The letter “C” designates use classifications allowed by approval of a conditional use permit, see Section 1425. The letter “X” designates use classifications prohibited. References listed under “see section” reference additional regulations located elsewhere in this Ordinance or the Code of Ordinances. For further definition of the listed uses, see Article II. For the chart of dimensional requirements and exceptions, see Article VII.

Article VI, Section 620.3, Table 5, is hereby amended by deleting said Section 620.3, Table 5, in its entirety and replacing it with the following in lieu thereof:

LAND USE CATEGORY	DISTRICT					REFERENCE
Principal Use* (unless noted as an accessory use)	P		B1	B2	B3	See Section or Note
Accessory building and uses						
accessory apartments	P		P	P	P	See RESIDENTIAL
accessory dwelling units	C		C	X	X	See RESIDENTIAL
bed and breakfasts	C		P	P	P	Code § 22: 146-225
fuel dispensary, pump, island and/or canopy	X		C	P	P	Note (1)
home occupations	P		P	P	P	See § 1000.3
home office	P		P	X	X	
residential business	P		P	X	P	See § 1000.3
outdoor storage	X		X	X	P	
outdoor display	X		X	X	X	
sidewalk amenities	X		X	X	X	See § 1000.6
structures – general	P		P	P	P	See § 1000.1
temporary structures	P		P	P	P	See § 1000.9
uses – general	P		P	P	P	See § 1000.2
Administrative and information service facilities						
administrative offices/processing center	P		P	P	P	
call/telecommunications center	P		P	P	P	
data processing/programming facilities	P		P	P	P	
Agricultural uses						
timber harvesting	X		X	X	P	
Alcohol and beverage stores, retail						
beer and wine	X		C	P	P	
Amusements and Entertainment						
adult entertainment establishment	X		X	X	X	Note (19)
archery range or firing range	X		X	X	P	See §1031
game center	X		P	P	P	
miniature golf, outdoor	X		X	X	C	
play centers, skating rink, bowling alley	X		X	X	P	
theaters	X		X	X	P	
theaters, outdoor	X		C	C	C	

Animal facilities and services						
clinics and specialty services	X		X	P	P	Note(4)
hospitals, lodging, and shelters	X		X	X	P	Note(4)
animal/pet supply stores, retail (excluding pet sales)	X		P	P	P	
animal/pet supply stores (including pets sales)	X		X	P	P	
Antique, curio, and/or collectible shops	P		P	P	P	
Apparel stores-clothing and accessories, retail						
bridal, vintage, consignment, and rental new	X		P	P	P	
secondhand and/or thrift	X		P	P	P	
shoe repair, service	X		P	P	P	
tailoring and/or dressmaking, service	X		P	P	P	
Arts, Crafts, and Hobbies						
Art, craft and/or hobby supply stores, retail	X		P	P	P	
Art gallery or shop, retail	X		P	P	P	
Art studios	P		P	P	P	
Craftsman studios	P		P	P	P	
Audio/video/computer equipment						
supply stores, rental and/or repairs	X		P	P	P	
supply stores, retail	X		P	P	P	
Beauty shops, services						
barber, hairdresser, and/or stylist shops	P		P	P	P	
beauty supply, retail	P		P	P	P	
beauty/health spas	X		P	P	P	
manicure establishment	X		P	P	P	
tanning centers	X		P	P	P	
Book, news, magazine stores, retail	X		P	P	P	
Building, construction and special trade facilities						Note(5)
contractor and developer offices	X		P	P	P	
contractor/developer offices with facilities	X		X	X	P	
contractor/developer office center	X		X	X	P	Note(6)
landscape/irrigation service	X		X	X	P	
timber harvesting service	X		X	X	P	
tree surgery service	X		X	X	P	
building supply store, wholesale	X		X	X	P	Note(10)
Catering establishments, retail and rental	P		P	P	P	
Child-care facilities						
child-care, center	C		X	P	P	
child-care, home	C		X	P	P	
Principal Use* (unless noted as an accessory use)	P		B1	B2	B3	See Section or Note
Churches						
community	P		P	P	P	
megachurch	P		P	P	P	
neighborhood	P		P	P	P	
Collection Agency	P		P	P	P	
Community associations/clubs-civic and private	P		P	P	P	
Confectionery and dessert shops, retail	X		P	P	P	
Copy and blueprint shops	P		P	P	P	
Department/discount department stores, retail	X		P	P	P	

Detective agency	P		P	P	P	
Distribution and storage facilities						
warehouse, self-service (mini)	X		X	X	P	
warehouse	X		X	X	P	
Drug stores, retail	P		P	P	P	
Educational facilities						
schools-private, public, parochial	C		C	C	C	
school programs-day-, pre-, post-	C		C	C	C	
small scale instruction	C		P	P	P	
studios for work or teaching of fine arts, photography, music, drama, dance, martial arts	C		P	P	P	
Fabric and notion shops, retail	X		P	P	P	
Financial institutions-banks, savings/loans						
With/without drive-thru window	P		P	P	P	
Automatic teller machine only	P		P	P	P	
Florist and plant shops, retail	X		P	P	P	
Funeral and interment establishments						
cemeteries and memorial cemeteries	X		X	X	C	See §1020 Note (10)
gravestone and burial vault, sales and storage	X		X	X	P	
undertaking, mortuary, and/or funeral home	X		X	C	P	
Gift, card, and stationary shops, retail	X		P	P	P	
Grocers, retail						
convenience food stores	X		P	P	P	Note(12)
delicatessens, bakery, specialty	X		P	P	P	Note(12)
grocers farmers market	X		X	X	X	Note(7)
grocery markets	X		P	P	P	Note(12)
health food stores	X		P	P	P	Note(12)
Healthcare, service-dental, medical, optometry, psychiatric, chiropractic						
clinics (day services only)	P		P	P	P	Note(20)
convalescent care, nursing, rest homes	P		P	P	P	
hospitals and laboratories	P		X	P	P	
personal care homes, family	X		P	P	P	
personal care homes, group	C		P	P	P	
personal care homes,	C		C	P	P	
congregate private offices	P		P	P	P	
sanitariums and mental institutions	X		X	X	P	
Interior design and decorating establishments						
china, clock, frame, and/or rug shops,	X		P	P	P	
retail floor covering, retail and service	X		P	P	P	
furniture and furnishings stores,	X		P	P	P	
retail hardware and paint stores,	X		P	P	P	
retail kitchen supply stores, retail	X		P	P	P	
kitchen supply stores, rental	X		P	P	P	
linen and drapery, retail and service	X		P	P	P	
wallpaper, retail and service	X		P	P	P	
Jewelry stores, retail	X		P	P	P	

Laundry and/or dry cleaning establishments						
drop and pick up	X		P	P	P	
stations full-service	X		P	P	P	
self-service, public	X		C	P	P	
Lawn and garden establishments						
supply and equipment, retail and rental	X		C	P	P	Note(10) See § 1000.5
greenhouse and plant nursery,	X		C	C	P	
Lodging						
bed and breakfast inns	C		C	P	P	
hotel	X		C	P	P	
s	X		C	P	P	
inns	X		X	C	P	
Mercantile and dry good stores, retail	X		P	P	P	
Media facilities, print and electronic						
film and internet production offices	P		P	P	P	
newspapers offices	X		P	P	P	
publishing and printing establishments	X		P	P	P	
Motor vehicles and equipment						
>passenger vehicles and small engine equipment						Note(14) Note (8)
body repair and painting	X		X	X	P	
car wash, service or self-service	X		P	P	P	
fuel sales	X		P	P	P	
general service/installation of parts/access.	X		P	P	P	
new or used, sales and rental	X		X	C	P	Note(8)
light duty trailer sales, new-accessory use	X		X	C	P	Note(10)
parts/accessories,	X		P	P	P	Note (13)
sales tires, sales	X		C	C	P	
vehicle storage yard welding	X		X	X	P	Note (10)
and fabrication wrecker	X		X	X	P	Note(8)
and/or towing service	X		X	X	P	Note (8)
>heavy trucks, RVs and other heavy equipment						Note(15) Note(8)
body repair and painting	X		X	X	P	
fueling station	X		X	X	P	Note(8)
general service/installation of parts/access.	X		X	X	P	Note(8)
new or used, sales and	X		X	X	P	Note(13)
rental	X		X	X	P	
parts/accessories/tires,	X		X	X	X	
sales	X		X	X	X	

LAND USE CATEGORY	DISTRICT			REFERENCE
Principal Use* (unless noted as an accessory use)	P		B1 B2 B3	See Section or Note
Musical instrument shop, retail	X		P P P	
Office Parks				
medical office parks	X		P X P	
professional office parks	P		P X P	
Office supply stores, retail	P		P P P	
Optical supply stores, retail	P		P P P	

Parking, commercial-primary use						
garages	P		P	P	P	Note(10)
lots	X		X	X	P	See §
Parks and Recreation						
campgrounds	X		X	X	X	Note(17), Note(18) Note(17)
health/fitness center	X		P	P	P	
gymnasium	X		C	C	P	
neighborhood activity center-accessory use	P		P	P	P	
parks, active	X		P	P	P	
parks, passive	P		P	P	P	
Photography						
supply and processing stores, sales/service	X		P	P	P	
portrait studio	P		P	P	P	
Professional offices	P		P	P	P	Note(9)
Public buildings						
government offices, libraries, museums	P		P	P	P	
convention hall, community center	P		P	P	P	
Recreational equipment stores, repair and Rental	X		X	P	P	Note(10)
Recreational equipment/supply stores, retail	X		X	P	P	Notes(10) & (13)
RESIDENTIAL:						
accessory apartments	P		P	C	C	See:§1000.8 See: §1000.8
accessory dwellings	P		P	C	C	
apartment buildings	C		C	C	C	
apartment houses	C		X	X	X	
lofts	P		P	P	P	
single-family dwellings	P		P	P	P	
two-family dwelling/duplex	X		X	X	X	
townhouses	C		C	C	C	
Restaurant						Note(11)
restaurant/café, grill, lunch counter	X		P	P	P	Note(17)
with drive-in or drive-through service	X		X	X	P	
with walk-up or walk-away service	X		X	X	P	
Sales and Service Facilities						
appliance stores (small and large), retail, rental, rental, and/or repairs	X		P	P	P	Note(2),(3)&(6)
building supply, retail	X		X	X	P	
equipment(small and large), service and rental	X		P	P	P	Note(2)
equipment(office), service and rental	X		X	P	P	
fuel sales-liquid, wholesale and sale	X		X	X	X	Note(16
funeral and interment establishments,	X		X	X	P	
wholesale and storage janitorial)
cleaning services janitorial/cleaning supply	X		X	P	P	
store, wholesale lawn and garden supply,	X		X	P	P	
wholesale locksmith shop, service	X		X	X	P	
	X		X	P	P	

LAND USE CATEGORY	DISTRICT				REFERENCE	
Principal Use* (unless noted as an accessory use)	P		B1	B2	B3	See Section or Note

Sales and Service Facilities (continued)						
manufactured home sale lots	X		X	X	X	
pawn shop and pawnbrokers	X		X	X	P	
pest control services	X		X	X	P	
print and publication shops	X		X	X	P	
scrap hauling service	X		X	X	X	
sewer and septic tank service	X		X	X	X	
vending supply and service	X		X	X	X	
Shipping, packaging, and delivery establishments						
non-freight business	X		X	X	P	
Shopping Centers	X		X	X	P	
Telecommunications facilities						
mobile telephones/paging, retail and service	X		P	P	P	
satellite dishes, retail	X		P	P	P	
Temporary buildings	P		P	P	P	See §1000.9
Toy, variety, novelty, and dime stores, retail	X		P	P	P	
Transportation facilities						
airport	X		X	X	C	
administrative offices/dispatches	X		X	X	P	
commuter lot	X		X	X	P	
stations or terminals	X		X	X	P	
Travel agencies	P		P	P	P	
Utility and area service provider facilities						
emergency management services-fire, police, ambulance	P		P	P	P	
garbage and recycling collection services	X		X	X	X	
landfills, incinerators, and dumps	X		X	X	X	
recycling center	X		X	X	X	
telecommunications facility, radio and television stations	X		C	C	P	
telecommunications facility, tower/antenna	X		X	X	C	See Article XI
utility administrative office	X		X	X	P	
utility transformers, substations, and towers	P		P	P	P	
Vending						
food and beverage, temporary sales	X		X	X	X	
general merchandise, temporary sales	X		X	X	X	
parking, temporary event	X		P	P	P	
outdoor sales, temporary sales	X		X	X	X	

Notes for Table 5, Section 620.3:

(*) Unless otherwise specifically noted (for example, **RESIDENTIAL:**), all of the following uses are considered to be nonresidential, which for the purposes of this section encompasses commercial, professional, office and/or institutional uses. For commercial retail uses, incidental manufacturing of products sold by the retail establishment on the premises is included provided that the manufacturing area does not occupy more than twenty (20) percent of the total floor area and does not employ more than ten (10) persons.

- (1) Provided that fuel dispensary, pump and/or canopy is not located in the front yard except in B-3.
- (2) Small appliances means radio, television, computer, kitchen counter appliances, stereo, fax, computer printer, VCR/DVD players, and other appliances of similar size.
- (3) Large appliances means refrigerator, washer, dryer, dishwasher, stove, freezer, office copier, sewing machine, vending machine and other appliances of similar size.
- (4) Outdoor kennels, runs, or open areas are permitted as accessory uses in B-3 zoning districts only provided that such are located in the rear yard, enclosed by a fence not less than seven (7) foot high, and screened from the public right-of-way and from adjoining properties in accordance with Section 550.

- (5) Special trades means goods and services integral to building and construction, specifically roofing, sheet metal, electrical, plumbing, heating/air conditioning systems, cabinetry, carpentry, flooring, drapery, upholstery, lumber and building materials, hardware and paint, rug and carpet care, sign making, glass and mirror cutting, and antique repair and restoration.
- (6) Provided that such is not located within one hundred (100) feet of any residential district; provided that all operations are conducted in a building which shall not have any openings (other than a stationary window and pedestrian doors) facing the street frontage; and provided that no parts or waste materials shall be stored in the principal building.
- (7) Provided that temporary produce stands are located within the designated area within the CBD Overlay District and operated only during the established times set by Council or its designee.
- (8) Motor vehicle storage which is secondary and clearly incidental is permitted provided that such is located in the rear yard, enclosed by a fence not less than seven (7) foot high, and screened from the public right-of-way and from adjoining properties in accordance with Section 550.
- (9) Professional offices means the following recognized professional services/professionals: accountant, actuary, appraisal, architect, billing/bookkeeping, brokerage, computer science, decorator, designer, editor, engineer, insurance, investment, landscape architect, lawyer, real estate, researcher, surveyor, translator, and web design. See Section 210.
- (10) Provided that such is screened in accordance with Section 550.
- (11) For licensing requirements regarding pouring of alcoholic beverages, see Code of Ordinances, Chapter 6. (12) The selling of produce from vehicles or from temporary stands outside of the building is prohibited.
- (13) Outdoor display and storage of manufactured home (retail) and motor vehicle and heavy equipment (retail and rental) is permitted in accordance with Section 1000, but any repair of such must be conducted entirely within a building which shall not have any openings (other than a stationary window and pedestrian doors) facing the street frontage, shall have no parts or waste materials stored outside, and all motor vehicles placed on the display lot shall be in operating condition at all times.
- (14) Small equipment means lawn mowers (pushing), hand tillers, and other equipment of similar size whether engine operated or not.
- (15) Heavy equipment means farm machinery and implements, construction equipment, lawn mowers (riding and trailing), motorcycles, all-terrain vehicles (ATV), off-road vehicles (ORV), recreational vehicles (RV), boats, travel trailers and other equipment of similar size whether engine operated or not.
- (16) Excludes retails sales of fuels intended for car and light truck vehicle use.
- (17) As an accessory use only, snack counters and/or sales of food and non-alcoholic beverages are also included provided that said accessory use shall be operated in compliance with all applicable health regulations of the Walton County Health Department.
- (18) As an accessory use only, non-commercial nursery or child-care areas are also included provided that said accessory use shall be available only for patrons while the patrons are on the premise.
- (19) In compliance with the City of Monroe Code of Ordinances, Chapter 22, Article II, Adult Entertainment.
- (20) Not allowed in B2 located within the CBD Overlay.

Article VI, Section 640, is hereby amended by deleting said Section 640 in its entirety and replacing it with the following in lieu thereof:

Section 640 Overlay Districts: HPO, A-H, CDO, MHDO, IOD, CBD.

The overlay zoning districts of the City of Monroe include: Historic Preservation Overlay District (HPO), Airport Hazard Overlay District (A-H), Corridor Design Overlay District (CDO), the Monroe & Walton Mills Historic District Overlay (MHDO), the Infill Overlay District (IOD), and the Central Business District Overlay (CBD). Overlay districts are superimposed over existing zoning districts. The special requirements of the overlay districts shall apply in addition to the requirements of the zoning district within which a specific property is located. Uses permitted within the overlay districts are those permitted in the underlying zoning district. If there is any conflict between this Section and another part of this Ordinance, the more

stringent requirement shall govern.

Article VI, Section 645, is hereby amended by deleting said Section 645 in its entirety and replacing it with the following in lieu thereof:

Section 645 Infill Overlay District.

645.1 Intent and Purpose.

The Infill Overlay District (hereinafter referred to as the “IOD District”), is designed to infill parcels within close proximity to the Central Business District Overlay for high density single family detached dwellings to encourage in-town living with a specific focus on walkable communities close to the Central Business District Overlay. Additionally, the IOD is a tool to incentivize infill on existing R1, R1A, R2, and MH zoned parcels. The IOD District design standards contained in this Section are intended to create a small community of dwelling units oriented around pedestrian access, with parking and vehicular access that is located to the rear of the dwelling unit.

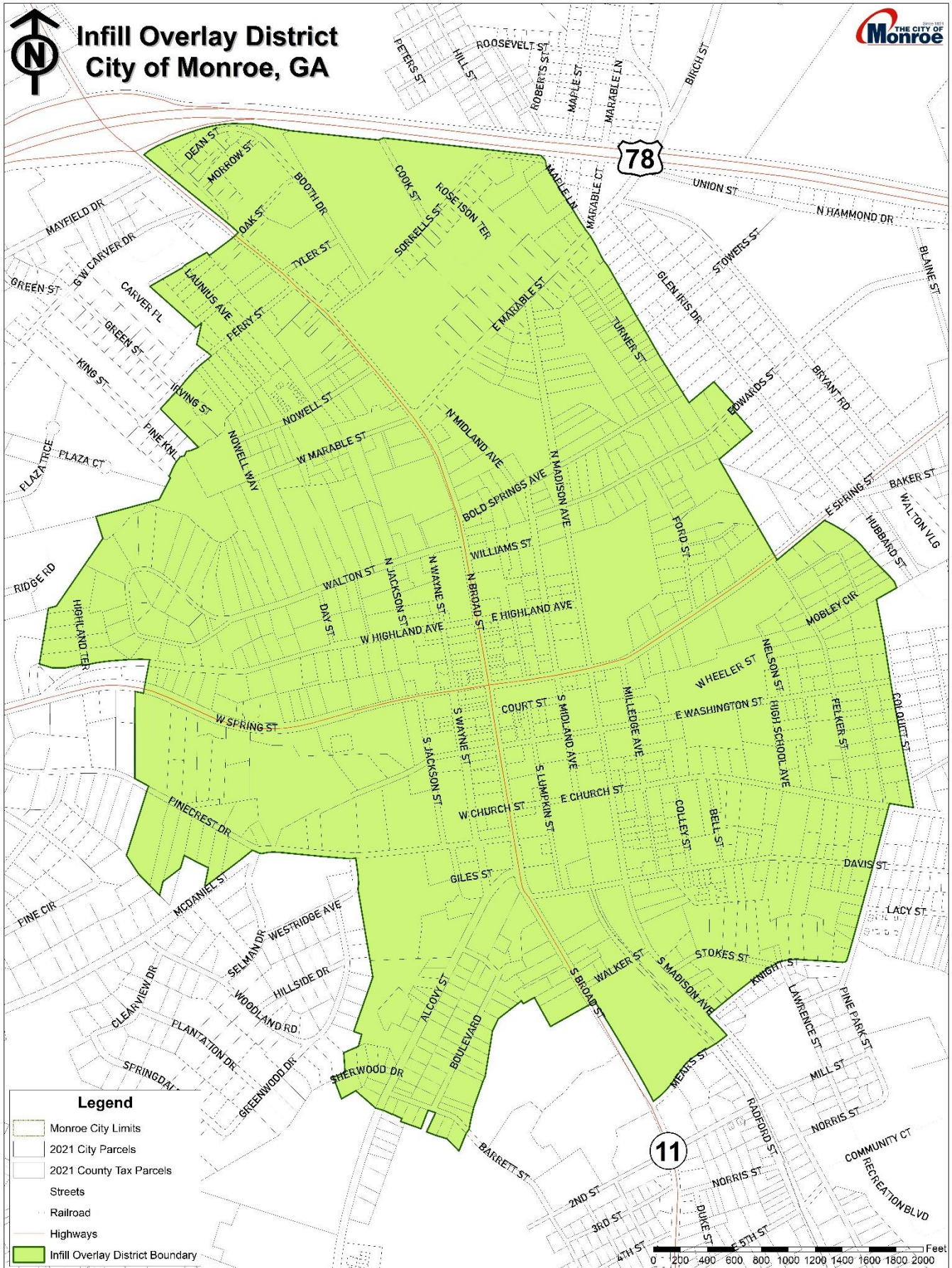
645.2 Applicability.

The IOD District shall be allowed in all areas zoned R1, R1A, R2, and MH contained within the overlay district identified in Section 645.2A. A maximum of ten (10) single family detached dwelling units per gross acre shall be allowed. The maximum units for an IOD project shall not exceed 100 units per development. All existing infill will require a total structure removal unless specific structures are approved to remain by the Code Enforcement Officer. All proposed developments that exceed 30 units shall be required to have open space elements included for recreation such as a pool, playground, pavilion, clubhouse/fitness center. Play courts such as but not limited to tennis, volleyball, or basketball are required.

645.2A Map.

The IOD District shall be allowed on parcels zoned R1, R1A, R2, and MH located within the IOD boundary as shown in Figure 1.

Figure 1:



645.5 Dwelling Unit Size; Dwelling Unit Design; Site Design Elements.

- (1) All dwelling units shall have a minimum of 1,300 square feet heated.
- (2) Areas of the dwelling unit that do not count toward the total floor calculation shall include unheated storage space, unheated porches or patio areas, architectural projections (such as bay windows), attached roof porches, detached garages or utility buildings and so forth.
- (3) All dwelling units shall have pitched roofs with a minimum 5/12 pitch. All dwelling units shall have roofing of an architectural type asphalt shingle, metal or other similar material type roofing approved by the Code Enforcement Officer. Standard non-dimensional three-tab asphalt shingles are prohibited.
- (4) All dwelling units shall have a covered entry porch with a floor area measuring at least 60 square feet in size and the floor having minimum dimensions of not less than six feet in length or width.
- (5) All dwelling units in an IOD development with less than thirty (30) units shall be constructed on crawl space or basements and all foundation walls shall be brick or stone veneered.
- (6) No front garage approach is permitted. Rear or side approach garage entry only.
- (7) All IOD developments shall have double loaded five (5) foot sidewalks on all streets.
- (8) Two (2) Overstorey Trees (2.5" caliper) shall be planted per lot. Existing overstorey trees on a lot may be counted towards this requirement.
- (9) No adjacent home shall have the same exterior elevations, design and floor plan.
- (10) Implementation of Energy Efficient Construction Methods, then existing, as recommended and approved by the Code Enforcement Officer that exceed all then existing building code standards and requirements shall be required on all homes in the IOD development.
- (11) All dwelling units shall have brick, stone, cement (Hardiplank) or other similar type siding approved by the Code Enforcement Officer. Vinyl or metal products shall not be permitted on any IOD development.
- (12) All exterior window and door trim shall be at least 3.5 inches wide on its face. All corner boards shall also be a minimum of 3.5 inches wide on its face and shall be utilized on both sides of all dwelling unit corners.
- (13) Frieze boards with a width of at least 5.5 inches and rake mouldings shall be used on all dwelling units.
- (14) No unpainted treated wood is allowed on any dwelling unit except for porch floors.
- (15) All dwelling units shall conform to a cluster landscaping design as specifically approved by the Code Enforcement Officer. All yard areas shall be sodded.
- (16) All windows shall be architectural in nature and all window styles shall be consistent throughout the IOD development.
- (17) All exposed plumbing vent or other pipes shall be painted so as to minimize their visibility.

- (18) All dwelling units shall have gutters unless otherwise approved by the Code Enforcement Officer.
- (19) All roof overhangs shall be a minimum of 12 inches.
- (20) All utilities serving the IOD development and its dwelling units shall be underground.
- (21) Dwelling units constructed on slab on grade are prohibited for IOD developments under 30 units.

645.6 Roads and Streets Connectivity.

Roads and streets shall comply with all existing development regulations. IOD developments over 30 units shall have multiple existing street connectivity. At a minimum two ingress and egress streets shall provide access through the development. All IOD developments shall provide for 16 foot wide rear loaded paved alleys where possible. Shared driveways with side facing or rear loaded garages may be utilized when rear loaded alleys are not possible due to the unique characteristics of topography or parcel shaping or size. Garages must always be located in the third layer, which is defined as that area no less than 20 feet behind the front leading edge of the front facade of the dwelling, of all parcels in the IOD development, unless prohibited by the unique characteristics of topography or parcel shaping or size.

645.7 Homeowner Association.

A homeowner’s association shall be established for IOD developments that exceed thirty (30) dwelling units. Membership shall be automatic and mandatory for all lot owners in the subdivision and their successors. The homeowner’s association shall have the power to file liens to collect dues and assessments. The homeowner association shall be formed under the provisions of O.C.G.A § 44-3-220 et seq. (the "Georgia Property Owners' Association Act"). Documentation organizing the homeowner's association shall be provided to the City Attorney’s Office for review in conjunction with the submittal of the draft open space management plan. Approval of the organizing documentation must be received prior to final plat approval.

Article VI, Section 646, is hereby added to said Article VI as follows:

Section 646 Central Business District Overlay (CBD).

646.1 Intent and Purpose.

The Central Business District Overlay is intended to recognize and protect the historic and current vital core of the city; to foster its continued existence as a commercial center for business, government, and service enterprises for the whole community; to encourage development of this district as a shopping, dining, living and activity center for residents, tourists, and the surrounding region; and to reinforce its small town architecture, character, and feel, and its pedestrian atmosphere, scale and movement by grouping specialized uses which benefit from close proximity to each other and by fostering full utilization of existing structures and infrastructure by allowing mixed land uses, contiguous construction, and shared parking facilities.

646.2 Overlay District. The Central Business Overlay District is superimposed over existing zoning districts. The special requirements of this district shall apply in addition to the requirements of the zoning district within which a specific property is located. Uses permitted within the Central Business Overlay District are those permitted in the underlying zoning districts unless otherwise modified herein below in Table 8.

646.3 Permitted Uses. Uses permitted in the CBD Overlay are outlined below. In *Table 8 - Central Business District Overlay (CBD)*, the letter “P” designates use classifications permitted in CBD only. The letter “C” designates use classifications allowed by approval of a conditional use permit, see Section 1425. The letter “X” designates use classifications prohibited in the CBD Overlay.

Section 646.3 Table 8 – Central Business District Overlay (CBD)
[P] = permitted; [X] = prohibited; [C] = conditional use permit required

LAND USE CATEGORY	
Principal Use* (unless noted as an accessory use)	CBD Overlay
Accessory building and uses	
accessory apartments	P
accessory dwelling units	P
bed and breakfasts	C
fuel dispensary, pump, island and/or canopy	C
home occupations	P
home office	P
residential business	P
outdoor storage	X
outdoor display	P
sidewalk amenities	P
structures – general	P
temporary structures	P
uses – general	P
Administrative and information service facilities	
administrative offices/processing center	P
call/telecommunications center	P
data processing/programming facilities	P
Agricultural uses	
timber harvesting	X
Alcohol and beverage stores, retail	
beer and wine	C
Amusements and Entertainment	
adult entertainment establishment	X
archery range or firing range	X
game center	P
miniature golf, outdoor	X
play centers, skating rink, bowling alley	X
theaters	P
theaters, outdoor	C
Animal facilities and services	
clinics and specialty services	X
hospitals, lodging, and shelters	X
animal/pet supply stores, retail (excluding pet sales)	P
animal/pet supply stores (including pets sales)	X
Antique, curio, and/or collectible shops	
	P

Apparel stores-clothing and accessories, retail	
bridal, vintage, consignment, and rental	P
new	P
secondhand and/or thrift	P
shoe repair, service	P
tailoring and/or dressmaking, service	P
Arts, Crafts, and Hobbies	
Art, craft and/or hobby supply stores, retail	P
Art gallery or shop, retail	P
Art studios	P
Craftsman studios	P
Audio/video/computer equipment	
supply stores, rental and/or repairs	P
supply stores, retail	P
Beauty shops, services	
barber, hairdresser, and/or stylist shops	P
beauty supply, retail	P
beauty/health spas	P
manicure establishment	P
tanning centers	P
Book, news, magazine stores, retail	P
Building, construction and special trade facilities	
contractor and developer offices	P
contractor/developer offices with facilities	X
contractor/developer office center	X
landscape/irrigation service	X
timber harvesting service	X
tree surgery service	X
building supply store, wholesale	X
Catering establishments, retail and rental	P
Child-care facilities	
child-care, center	C
child-care, home	C
Principal Use* (unless noted as an accessory use)	CBD
Churches	
community	P
megachurch	P
neighborhood	P
Collection Agency	P
Community associations/clubs-civic and private	P
Confectionery and dessert shops, retail	P
Copy and blueprint shops	P
Department/discount department stores, retail	P
Detective agency	P
Distribution and storage facilities	
warehouse, self-service (mini)	X
warehouse	X
Drug stores, retail	

Educational facilities schools-private, public, parochial school programs-day-, pre-, post- small scale instruction studios for work or teaching of fine arts, photography, music, drama, dance, martial arts	C C P P
Fabric and notion shops, retail	P
Financial institutions-banks, savings/loans With/without drive-thru window Automatic teller machine only	P P
Florist and plant shops, retail	P
Funeral and interment establishments cemeteries and memorial cemeteries gravestone and burial vault, sales and storage undertaking, mortuary, and/or funeral home	X X X
Gift, card, and stationary shops, retail	P
Grocers, retail convenience food stores delicatessens, bakery, specialty grocers farmers market grocery markets health food stores	P P P P P P
Healthcare, service-dental, medical, optometry, psychiatric, chiropractic clinics (day services only) convalescent care, nursing, rest homes hospitals and laboratories person care homes, family personal care homes, group personal care homes, congregate private offices sanitariums and mental institutions	P X X X C C P X
Interior design and decorating establishments china, clock, frame, and/or rug shops, retail floor covering, retail and service furniture and furnishings stores, retail hardware and paint stores, retail kitchen supply stores, retail kitchen supply stores, rental linen and drapery, retail and service wallpaper, retail and service	P P P P P P P P
Jewelry stores, retail	P
Laundry and/or dry cleaning establishments drop and pick up stations full-service self-service, public	P X X

Lawn and garden establishments	
supply and equipment, retail and rental	X
greenhouse and plant nursery, retail	X
Lodging	
bed and breakfast inns	P
hotels	P
inns	P
motels	X
Mercantile and dry good stores, retail	P
Media facilities, print and electronic	
film and internet production offices	P
newspapers offices	P
publishing and printing establishments	P
Motor vehicles and equipment	
>passenger vehicles and small engine equipment	
body repair and painting	X
car wash, service or self-service	X
fuel sales	C
general service/installation of parts/access.	C
new or used, sales and rental	X
light duty trailer sales, new-accessory use	X
parts/accessories, sales	P
tires, sales	X
vehicle storage yard welding	X
and fabrication wrecker and/or	X
towing service	X
>heavy trucks, RVs and other heavy equipment	
body repair and painting	X
fueling station	X
general service/installation of parts/access.	X
new or used, sales and rental	X
parts/accessories/tires, sales	X
truck wash, service or self-service	X
terminal, motor freight	X
truck stop/travel plaza	X

LAND USE CATEGORY	
Principal Use* (unless noted as an accessory use)	CBD Overlay
Musical instrument shop, retail	P
Office Parks	
medical office parks	X
professional office parks	X
Office supply stores, retail	P
Optical supply stores, retail	P
Parking, commercial-primary use	
garages	P
lots	X

Parks and Recreation	
campgrounds	X
health/fitness center	X
gymnasium	X
neighborhood activity center-accessory use	P
parks, active	C
parks, passive	P
Photography	
supply and processing stores, sales/service	P
portrait studio	P
Professional offices	P
Public buildings	
government offices, libraries, museums	P
convention hall, community center	P
Recreational equipment stores, repair and Rental	X
Recreational equipment/supply stores, retail	P
RESIDENTIAL:	
accessory apartments	P
accessory dwellings	P
apartment buildings	C
apartment houses	P
lofts	P
single-family dwellings	P
two-family dwelling/duplex	X
townhouses	C
Restaurant	
restaurant/café, grill, lunch counter	P
with drive-in or drive-through service	C
with walk-up or walk-away service	C
Sales and Service Facilities	
appliance stores (small and large), retail, rental, rental, and/or repairs	X
building supply, retail	X
equipment(small and large), service and rental	X
equipment(office), service and rental	P
fuel sales-liquid, wholesale and sale	X
funeral and interment establishments,	X
wholesale and storage janitorial cleaning	X
services janitorial/cleaning supply store,	X
wholesale lawn and garden supply,	X
wholesale locksmith shop, service	P

LAND USE CATEGORY

Principal Use* (unless noted as an accessory use)	CBD Overlay
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Sales and Service Facilities (continued)	
manufactured home sale lots	X
pawn shop and pawnbrokers	X
pest control services	X
print and publication shops	X
scrap hauling service	X
sewer and septic tank service	X
vending supply and service	X
Shipping, packaging, and delivery establishments	
non-freight business	X
Shopping Centers	X
Telecommunications facilities	
mobile telephones/paging, retail and service	P
satellite dishes, retail	X
Temporary buildings	P
Toy, variety, novelty, and dime stores, retail	P
Transportation facilities	
airport	X
administrative offices/dispatches	X
commuter lot	X
stations or terminals	X
Travel agencies	P
Utility and area service provider facilities	
emergency management services-fire, police, ambulance	P
garbage and recycling collection services	X
landfills, incinerators, and dumps	X
recycling center	X
telecommunications facility, radio and television stations	P
telecommunications facility, tower/antenna	X
utility administrative office	P
utility transformers, substations, and towers	P
Vending	
food and beverage, temporary sales	C
general merchandise, temporary sales	C
parking, temporary event	P
outdoor sales, temporary sales	C

646.4 Original Central Business District. All those properties located in the former Central Business District boundary which is defined as an area being bounded on the North by West Highland Avenue, on the West by South Wayne Street, on the South by East Washington Street, and on the East by North and South Midland Avenue shall be considered non-conforming to the extent they exist as of the adoption of this Section and shall be afforded the rights and provisions contained in Section 500 herein.

646.5 Application to Planning Commission for Certificate of Appropriateness.

(1) Approval of Alterations or New Construction.

If a property is within the CBD, no building permit shall be issued and no material change in the appearance of such property, or of a structure, site, or work of art within the CBD, shall be made or be permitted to be made by the owner or occupant thereof, unless or until application for a Certificate of Appropriateness (“COA”) has been submitted to and approved by the Planning Commission. Any approved changes shall conform to all the requirements specified in the COA

and this Section. Building Permits related to interior changes to existing buildings in the CBD as of the date of this Ordinance are exempt from the requirement of obtaining a COA from the Planning Commission.

- (2) Approval of New Construction within the CBD Overlay.
The Planning Commission may issue a COA for new projects and structures constructed within the CBD. These structures shall conform in design, scale and setback, to the requirements specified in Section 646.6 as allowed by the issued COA.
- (3) Application Process.
 - (a) An application for a COA shall be accompanied by such relevant drawings, photographs, or plans reasonably required by the Planning Commission per this section and shall be submitted to the Code Enforcement Officer at least forty-five (45) days prior to the Planning Commission's regularly scheduled meeting.
 - (b) For Minor Changes to existing development and/or buildings, no COA shall be required. Minor Changes are defined solely as: changes in type of roofing material, removal of non-conforming signs or structures and installation of irrigation, and alterations involving less than Five Thousand Dollars (\$5,000.00) expense to existing elevations or site plans.
- (4) Acceptable Planning Commission Reaction to Applications for COA.
 - (a) The Planning Commission shall, after the public hearing described below, approve the application and issue a COA, as presented, or as modified by the Planning Commission with conditions, if it finds that the proposed change(s) in the appearance would not have a substantial adverse effect on the CBD. In making this determination, the Planning Commission shall consider impervious surface, parking, parking islands, green space, signage, trees, landscaping, buffers, lighting, the architectural value and significance, the historical value and significance, architectural style, general design arrangement, texture, and material of the architectural features involved, and the relationship thereof to the exterior architectural style, and appurtenant features of other development and structures in the CBD, all of these considered in the context of the standards set forth below.
 - (b) The Planning Commission shall deny a COA, if it finds based on the CBD Guidelines in Section 646.6 that the proposed change(s) would have substantial adverse effects on the CBD or any structure therein.
- (5) Public Hearings on Applications for Certificates of Appropriateness, Notices.
Fifteen (15) to Forty-Five (45) days prior to review of a COA by the Planning Commission, the Planning Commission shall inform the owners of any property likely to be affected by reason of the application, and shall give applicant and such owners an opportunity to be heard. Said notice shall be via newspaper advertisement and signage in the same manner as for zoning hearings as outlined in Section 1440. Planning Commission notice, hearings and actions shall be conducted in the same manner as the Planning Commission and Mayor and Council hearings and actions.
- (6) Interior Alterations.
In its review of all applications for a COA, the Planning Commission shall not consider interior arrangement or use having no effect on exterior features, safety or utility.
- (7) Deadline for Approval or Rejection of Application for COA.
The Planning Commission shall act on an application for a COA within not more than Sixty (60) days after the filing thereof by the applicant, unless such a decision is deferred to a future meeting of the Planning Commission.
- (8) Appeal to Mayor and Council; Building Permits.
 - (a) Any Applicant aggrieved by a decision of the Planning Commission may appeal said decision to the Council. Said appeal shall be filed in writing with the Code Enforcement Officer within 30 days of the decision of the Planning Commission.
 - (b) On appeal, the Council may uphold the decision of the Planning Commission or reject the decision made by the Planning Commission and enter a different decision on the COA if the Council finds that the Planning Commission abused its discretion by acting arbitrarily and/or

- in violation of constitutional rights in reaching its decision.
- (c) In cases where the application covers matters that would require the issuance of a building permit, the rejection of the application for a COA by the Planning Commission shall be binding upon the Code Enforcement Officer charged with issuing building permits and, in such case, no building permit shall be issued.
 - (9) Requirement of Conformance with COA.
Work not in accordance with an issued COA is expressly prohibited.
 - (10) COA Void if Construction not Commenced.
A COA shall become void unless construction is commenced within six (6) months of date of issuance. Certificates of Appropriateness shall be issued for Eighteen (18) months, at which time they shall expire. A new application must be made and a new COA obtained for any construction or other modification after Eighteen (18) months from the original COA.
 - (11) Recording of Applications for COA.
The Planning Commission shall keep a public record of all applications for COA, and of minutes of the Planning Commission's proceedings in connection with said applications.

646.6 Special Design Standards and Exceptions for the CBD Overlay.

To promote the infill of the CBD Overlay, the following standards and exceptions shall apply to all properties in the CBD for which a COA has been issued pursuant to Section 646.5 hereinabove for the relevant project. When granting a COA, the Planning Commission may specifically waive completely or modify the various requirements outlined herein. If the requirements are not specifically waived or modified, then the requirements under the property’s exiting zoning classification shall apply.

1. Because of the pedestrian nature of the CBD Overlay, the presence of ample on-street and public lot parking, and the allowance of commercial parking garages within the CBD, new buildings and uses within the CBD shall not be subject to the off-street parking requirements as required in Section 520 of this Ordinance upon the granting of a COA by the Planning Commission allowing such reduced or eliminated off-street parking requirements.
2. To continue the existing historical building pattern of the CBD Overlay and to encourage traditional zero lot line construction throughout the CBD Overlay, the lot coverage restrictions of Section 570 of this Ordinance shall not apply to property located within the CBD Overlay upon the granting of a COA by the Planning Commission allowing such lot coverage proposed.
3. To continue the existing historical building pattern of the CBD Overlay and to encourage traditional zero lot line construction throughout the CBD Overlay, the dimensional requirements of the underlying zoning district contained in Section 700.2-Table 11 of this Ordinance shall not apply to property located within the CBD Overlay upon the granting of a COA by the Commission allowing different dimensional requirements. Said dimensional requirements shall be consistent with the minimums contained herein in Table 9.

Table 9:

	CBD
LOT	
Lot area, min	none
Lot coverage, max	100%
Lot width, min	30 ft.
Lot frontage, min	30 ft.
YARD	
Setback, front yard	0 ft.
Setback, side yard, min	0 ft.
Setback, rear yard, min	0 ft.
BUILDING	

Building height, max	35 ft.
Building ground floor area, min sq footage required	750 sq.ft.

Article VII, Section 700.2, is hereby amended by deleting said Section 700.2 in its entirety and replacing it with the following in lieu thereof:

700.2 P, B-1, B-2 and B-3 Dimensional Requirements: The following table delineates dimensional requirements for the specified commercial zoning districts. For the matrix of use provisions by district, see Article VI. For supplementary standards for specific uses, see Article X. For allowed residential uses in commercial zoning districts, the dimensional requirements of the corresponding residential district shall apply.

Section 700.2: Table 11 – Commercial Zoning District Dimensional Requirements

	P	B1	B2	B3
LOT				
Lot area, min (1)	7,500 sq.ft.	7,500 sq.ft.	None(7)	None(7)
Lot coverage, max	50%	50%	60%	60 %
Lot width, min	60 ft.	60 ft.	60 ft.	100 ft.
Lot frontage, min	60 ft.	60 ft.	60 ft.	100 ft.
YARD				
Setback, front yard (2)	25 ft.	25 ft.	25 ft.	35 ft.
Setback, side yard, min (3)	10 ft.	15 ft.	15 ft. (4)	15 ft. (5)
Setback, rear yard, min	20 ft.	20 ft.	20 ft. (4)	20 ft. (5)
BUILDING				
Building height, max (6)	35 ft.	35 ft.	35 ft.	35 ft.
Building ground floor area, min sq footage required	1,000 sq.ft.	1,000 sq.ft.	1,000 sq.ft.	2,000 sq.ft.

(1) Encompasses area for accessory buildings and uses, including parking, loading and unloading space, storage and parking, screening, lighting, and stormwater management measures. The minimum lot area cited in this Article shall be increased in all situations where public sanitary sewer service is not utilized and the Walton County Health Department requires a larger lot for proper septic tank operation.

(2) For properties within the HPO or CDO overlay districts, the setback is established by the designated design review board to maintain the established building line along a historic block or design corridor.

(3) On corner lots that abut a residential district or use, there shall be a side yard equal in depth to the required front yard of the residential district.

(4) A ten (10) foot landscaped and fenced opaque buffer strip or berm is required if lot abuts residential district or use.

(5) A twenty-five (25) foot landscaped and fenced opaque buffer strip or berm is required if lot abuts residential district or use.

(6) Church spires, belfries, cupolas, monuments, water towers, chimneys, flues, flagpoles, television antennae, and radio aerials are exempt.

(7) Minimum lot size for single family homes shall comply with the requirements for R1A districts.

ARTICLE II.

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

ARTICLE III.

This ordinance shall take effect from and after its adoption by the Mayor and Council of the City of Monroe, Georgia.

FIRST READING. This ____ day of June, 2021.

SECOND READING AND ADOPTED on this ____ day of July, 2021.

CITY OF MONROE, GEORGIA

By: _____ (SEAL)

John S. Howard, Mayor

Attest: _____ (SEAL)

Debbie Kirk, City Clerk



To: Planning and Zoning / City Council
From: Patrick Kelley
Department: Planning, Zoning, Code and Development
Date: 05-05-2021
Description: Preliminary Plat review for 1301 Alcovy St.

Budget Account/Project Name: NA

Funding Source: 2021 NA

Budget Allocation: NA

Budget Available: NA

Requested Expense: \$NA

Company of Purchase: NA

Recommendation: *Approval subject to corrections listed in the preliminary plat review summary and copied here:*

The submitted Preliminary Plat requires the following corrections prior to signing the plat for approval:

1. In the Notes section, provide the reference for the boundary survey, or provide a copy of the boundary survey. (7.2.3(b))
2. In the Notes section under #2, revise the existing address to read "1301 Alcovy Street".
3. Provide a Location Sketch (vicinity map) showing major surrounding features. (7.2.4(e))
4. In the Notes section, state the proposed use of the subdivision as "Single-Family Detached Residential." (7.2.4(f))
5. Revise the front building setback lines to begin at 75 feet on the following lots: 4, 5, 6, 12, 13, 14, 25, 34, 35, 36, 45, and 48. (7.2.4(g))
6. On lots 14 and 15, the building setback lines for these lots are crossing over each lot boundary. (7.2.4(g))
7. Remove the erroneous 20-foot drainage easement shown on the northwest corner of lot 40. (7.2.4(h))
8. Label the sanitary sewer easement shown off-site to connect to the existing lift station as a "proposed sanitary sewer easement". If a sanitary sewer easement has already been granted, then please provide a copy of the deed or easement agreement. (7.2.4(h))

9. Clearly demarcate the sanitary sewer and drainage easements shown on the plat. These features have the same line width and weight as building setback lines. (7.2.4(h))
10. Revise the street name "Monroe-Jersey Road" to read "Alcovy Street." (7.2.4(i))
11. Revise the preliminary plat to include proposed street names on each of the streets proposed in the development. (7.2.4(i))
12. Revise the tabular chart on page C.21 to contain the correct lot dimensions for all lots with curves in the lot boundaries, i.e. lot 13 should have a degree of curvature in the boundary description. (7.2.4(k))
13. The right-of-way line and curvature chart on the first page of the preliminary plat does not correspond to any data shown on the plat. Remove from the plat or revise the plan to label the locations of the data provided. (7.2.4(k))
14. In the Notes section, add a note stating the total number of lots proposed in the subdivision. (7.2.4(l))
15. In the Notes section, add a note stating the largest and smallest lots proposed in the subdivision. (7.2.4(l))
16. All lots located adjacent to intersections must have a 10-foot mitre boundary at the intersection. Revise the following lots to include the required 10-foot mitre: 1, 19, 21, 29, 31, 40, 42, and 56. (7.2.4(l) & 9.2.4)
17. In the Notes section, state the proposed water supplier and sanitary sewer provider. (7.2.4(n))
18. Show the zoning of all adjacent properties. (7.2.4(o))
19. Show the names of all adjacent property owners. (7.2.4(p))
20. Provide elevation labels on the topographic contours. (7.2.4(q))
21. In the Authorization Statement (owner's certification), revise "Sketch Plat" to read "Preliminary Plat." (7.2.4(x))

Background: Previously approved expired project modified to current regulations and submitted for approval to be developed at this time.

Attachment(s): Application, plat staff report with required corrections.



City of Monroe
215 N. Broad Street
Monroe, GA 30655
(770)207-4674

Plan Report

Plan NO.: PLAT-000100-2021

Plan Type: Subdivision Plat

Work Classification: Preliminary Plat

Plan Status: In Review

Apply Date: 04/19/2021

Expiration:

Location Address

1301 ALCOVY ST, MONROE, GA 30655

Contacts

Hambrick Station LLC **Applicant**
1038 HARDY RD, MARTIN , GA 30557
(706)765-7577

Description: PRELIMINARY PLAT REVIEW OF 56 LOTS - P&Z MTG 5/18/2021 @ 5:30 PM - COUNCIL MTG 6/8/2021 @ 6:00 PM 215 N BROAD ST

Valuation: \$0.00
Total Sq Feet: 0.00

Fees	Amount
Preliminary Subdivision Plat Fee	\$1,120.00
Total:	\$1,120.00

Payments	Amt Paid
Total Fees	\$1,120.00
Check # 2886	\$1,120.00
Amount Due:	\$0.00

<u>Condition Name</u>	<u>Description</u>	<u>Comments</u>
-----------------------	--------------------	-----------------

Debbi Adkins

Issued By:

April 19, 2021

Date

Plan_Signature_1

Date

Plan_Signature_2

Date

CITY OF MONROE

DEVELOPMENT PERMIT AND PRELIMINARY SUBDIVISION PLAT APPLICATION

Application fees: Preliminary Subdivision Plats - \$20 per lot Non-residential Projects -- 50% of BP
NPDES fees: \$40/disturbed acre to EPD and \$40/disturbed acre to City of Monroe
Shall be paid prior to issuance of permit.

Three copies of the site development plans including erosion, sediment & pollution control plan and two copies of the stormwater management study or two copies of the preliminary subdivision plat. Also required on all developments...
Two copies of the hydraulic calculations with water line design must accompany all applications.

THIS FORM MUST BE COMPLETELY FILLED OUT.

Project Name Hambrick Station

Project Location Monroe - Jersey Road

Proposed Use Residential Map/Parcel M0090002

Acreage 21.57 #S/D Lots 56 # Multifamily Units _____ # Bldgs _____

Water(provider) City of Monroe Sewer(provider) City of Monroe

Property Owner Hambrick Station LLC Phone# 706-765-7577

Address 1038 Hardy Road City Martin State GA Zip 30557

Developer Hambrick Station LLC Phone# 706-765-7577

Address 1038 Hardy Road City Martin State GA Zip 30557

Designer McFarland-Dyer and Associates Phone# 770-932-6550

Address 4174 Silver Peak Parkway City Suwanee State GA Zip 30024

Site Contractor Currahee Home Builders Phone# 770-765-7577

Address 1038 Hardy Road City Martin State GA Zip 30557

The applicant shall be responsible from the date of the permit, or from the time of the beginning of the first work, whichever shall be the earlier, for all injury or damage of any kind resulting from this work, whether for basic services or additional services, to persons or property. The applicant shall exonerate, indemnify and save harmless the City from and against all claims or actions, and all expenses incidental to the defense (including death) to persons or property caused or sustained in connection with the performance of this permit or by conditions created thereby or arising out of or anyway connected with the work performed under the permit or for any and all claims for damages under the laws of the United States or of Georgia arising out of or in any way connected with the acquisition of and construction under the permit and shall assume and pay for, without cost to the City, the defense of any and all claims, litigation, and actions, suffered through any act or omission of the applicant or any subcontractor or anyone directly or indirectly employed under the supervision of any of them.

I HEREBY CERTIFY THAT I HAVE EXAMINED AND UNDERSTAND ALL INFORMATION ON THIS APPLICATION AND THAT THE ABOVE STATEMENTS AND INFORMATION SUPPLIED BY ME ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING WORK TO BE PERFORMED SHALL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT.

SIGNATURE OF APPLICANT: [Signature] DATE: 3/26/2021





215 North Broad Street
 Monroe, GA 30655
 Tel (770) 267-3429
 Fax (770) 267-3698

Receipt Number: R00222294 134
 Cashier Name: Debbie Adkinson
 Terminal Number: 33
 Receipt Date: 4/19/2021 11:53:28 AM

Transaction Code: EG - EnerGov

Name: ELROD, MICHAEL (Hambrick S	\$1,120.00
Total Balance Due:	\$1,120.00
Amount:	\$1,120.00
Total Payment Received:	\$1,120.00
Change:	\$0.00

Payment Method: Check Payn Reference: 2886

RIGHT-OF-WAY LINE & CURVE CHART

LINE NO.	DIRECTION	DISTANCE
L1	N 55° 34' 36" W	127.34'
L2	N 14° 12' 19" W	162.62'

CURVE NO.	ARC LENGTH	RADIUS	CHORD DIRECTION	CHORD LENGTH
C1	287.01'	5923.45'	N 56° 57' 53" W	286.98'
C2	61.65'	7287.56'	N 14° 25' 31" E	61.65'
C3	321.80'	828.23'	N 03° 03' 08" E	319.78'
C4	239.91'	2243.61'	N 11° 08' 31" W	239.79'
C5	275.49'	1339.97'	N 08° 18' 56" W	275.01'
C6	285.39'	15248.61'	N 87° 29' 29" E	285.39'
C7	181.09'	1805.99'	N 85° 09' 18" E	181.01'
C8	142.53'	1113.10'	N 78° 36' 51" E	142.43'
C9	173.73'	4035.87'	N 73° 42' 45" E	173.71'
C10	110.67'	1726.71'	N 74° 18' 56" E	110.66'
C11	57.98'	6829.83'	N 76° 23' 42" E	57.98'

OWNER'S CERTIFICATION

I HEREBY SUBMIT THIS SKETCH PLAT AS AUTHORIZED AGENT/OWNER OF ALL PROPERTY SHOWN THEREON, AND CERTIFY THAT ALL CONTIGUOUS PROPERTY UNDER MY OWNERSHIP OR CONTROL IS INCLUDED WITHIN THE BOUNDARIES OF THIS PRELIMINARY PLAT, AS REQUIRED BY THE DEVELOPMENT REGULATIONS.

SIGNATURE OF AUTHORIZED AGENT/OWNER _____ DATE _____

CERTIFICATE OF APPROVAL BY THE CODE ENFORCEMENT OFFICE

THIS PRELIMINARY PLAT HAS BEEN REVIEWED AND APPROVED FOR GENERAL COMPLIANCE WITH THE ZONING ORDINANCE AND DEVELOPMENT REGULATIONS OF THE CITY OF MONROE.

CODE ENFORCEMENT OFFICER _____ DATE _____

CERTIFICATE OF APPROVAL BY PLANNING COMMISSION

THE PRELIMINARY PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE ZONING ORDINANCE AND THE DEVELOPMENT REGULATIONS OF THE CITY OF MONROE AND IS HEREBY GIVEN PRELIMINARY APPROVAL BY THE CITY OF MONROE PLANNING COMMISSION. THIS PRELIMINARY APPROVAL DOES NOT CONSTITUTE APPROVAL OF A FINAL PLAT. THIS CERTIFICATE OF APPROVAL SHALL EXPIRE AND BE NULL AND VOID ONE (1) YEAR FROM THE DATE OF THIS CERTIFICATE OF APPROVAL.

DATED THIS _____ DAY OF _____, 20____

BY: _____ CHAIRMAN
_____ SECRETARY

CERTIFICATE OF APPROVAL BY MONROE COMBINED UTILITIES

THE LOTS SHOWN HEREON AND PLANS FOR WATER AND SEWAGE COLLECTION AND DISPOSAL HAVE BEEN REVIEWED AND APPROVED BY THE CITY OF MONROE WATER & GAS DEPARTMENT, AND ARE APPROVED FOR DEVELOPMENT.

DATED THIS _____ DAY OF _____, 20____

BY: _____

TITLE: _____

CERTIFICATE OF APPROVAL BY MONROE COMBINED UTILITIES

THE LOTS SHOWN HEREON AND PLANS FOR ELECTRICAL HAVE BEEN REVIEWED AND APPROVED BY THE CITY OF MONROE ELECTRIC AND TELECOMMUNICATIONS DEPARTMENT, AND ARE APPROVED FOR DEVELOPMENT.

DATED THIS _____ DAY OF _____, 20____

BY: _____

TITLE: _____

CERTIFICATE OF APPROVAL BY MAYOR AND CITY COUNCIL

THE PRELIMINARY PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE ZONING ORDINANCE AND THE DEVELOPMENT REGULATIONS OF THE CITY OF MONROE AND IS HEREBY GIVEN PRELIMINARY APPROVAL BY THE CITY OF MONROE MAYOR AND COUNCIL. THIS PRELIMINARY APPROVAL DOES NOT CONSTITUTE APPROVAL OF A FINAL PLAT. THIS CERTIFICATE OF APPROVAL SHALL EXPIRE AND BE NULL AND VOID ONE (1) YEAR FROM THE DATE OF THIS CERTIFICATE OF APPROVAL.

DATED THIS _____ DAY OF _____, 20____

BY: _____ MAYOR
_____ CITY CLERK

PRELIMINARY NOT FOR CONSTRUCTION

MDA
McFARLAND-DYER & ASSOCIATES, INC.
4174 SILVER PEAK PARKWAY
SUWANEE, GEORGIA 30024
PHONE: (770) 932-6550
FAX: (770) 932-6551
WWW.GCMDANET

HAMBRICK STATION, LLC
OWNER:
1038 HARDY ROAD
MARTIN, GEORGIA 30057
CONTACT: MIKE ELROD
PHONE: 706-765-7577

HAMBRICK STATION

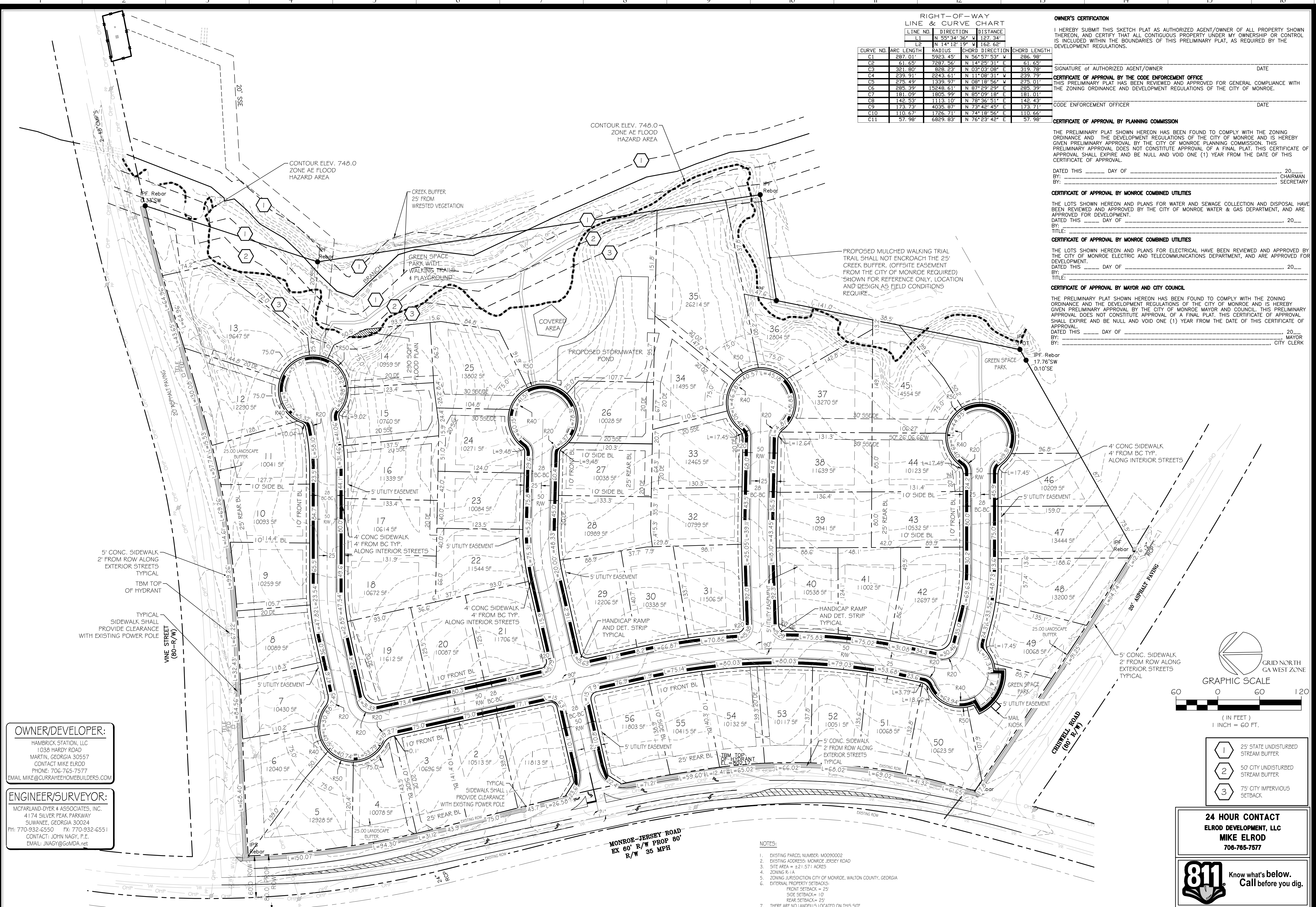
PROJECT:
LAND LOT 1 & 2, 3RD DISTRICT
CITY OF MONROE
WALTON COUNTY, GEORGIA

DATE	DESCRIPTION
3-25-2021	PRELIMINARY PLAT

JOB NO: 06-0604
DRAWN BY: CGWMM
CHECKED BY: JN

COPYRIGHT 2021
MCFARLAND-DYER & ASSOCIATES, INC.

PRELIMINARY PLAT
C-2.0



OWNER/DEVELOPER:
HAMBRICK STATION, LLC
1038 HARDY ROAD
MARTIN, GEORGIA 30057
CONTACT: MIKE ELROD
PHONE: 706-765-7577
EMAIL: MIKE@CURRAHEHOMEBUILDERS.COM

ENGINEER/SURVEYOR:
MCFARLAND-DYER & ASSOCIATES, INC.
4174 SILVER PEAK PARKWAY
SUWANEE, GEORGIA 30024
PH: 770-932-6550 FX: 770-932-6551
CONTACT: JOHN NAGY, P.E.
EMAIL: JNAGY@GOMDA.NET

TOPOGRAPHIC INFORMATION
EXISTING TOPOGRAPHY IS FROM A FILED RUN TOPO PERFORMED BY DILLS-JONES & ASSOCIATES, INC. DATES DECEMBER 8, 2005. (16 NGVD 1929. MEAN SEA LEVEL, ECT.)

UTILITY STATEMENT:
PROPOSED WATER WILL BE PROVIDED BY TYING INTO AN EXISTING 6 INCH DIP WATERMAIN ALONG THE RIGHT OF WAY OF MONROE JERSEY ROAD. PROPOSED GRAVITY SEWER WILL TRAVERSE THE PROPERTY AND TIE INTO EXISTING CITY OF MONROE INFRASTRUCTURE ON VINE STREET

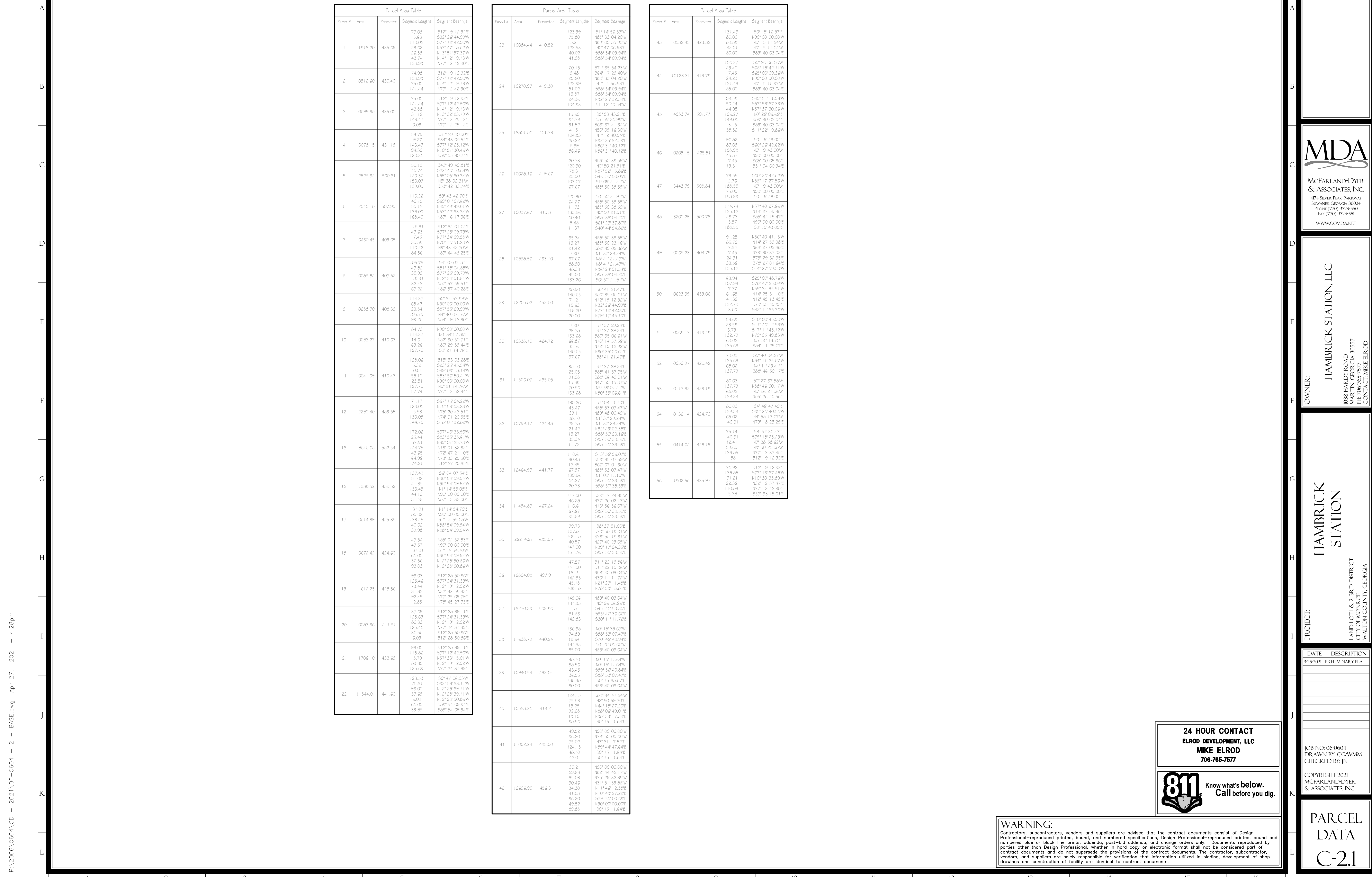
- NOTES:**
- EXISTING PARCEL NUMBER: M0030002
 - EXISTING ADDRESS: MONROE JERSEY ROAD
 - SITE AREA = ±21.571 ACRES
 - ZONING R-1A
 - ZONING JURISDICTION CITY OF MONROE, WALTON COUNTY, GEORGIA
 - EXTERNAL PROPERTY SETBACKS:
FRONT SETBACK = 25'
SIDE SETBACK = 10'
REAR SETBACK = 25'
 - THERE ARE NO LANDFILLS LOCATED ON THIS SITE
 - THERE ARE NO GROUNDWATER RECHARGE AREAS
 - A PORTION OF THIS SITE LIES WITHIN A 100 YEAR FLOOD HAZARD AREA PER F.I.R.M., WALTON COUNTY, GEORGIA AND UNINCORPORATED AREA, COMMUNITY PANEL NO. 132970138 5, DATED DECEMBER 8, 2016. A PORTION OF THIS SITE FALLS WITHIN THIS SITE
 - THIS SITE DOES NOT LIE WITH A PROTECTED RIVER CORRIDOR
 - THERE ARE NO WATER SUPPLY WATERSHED AREAS LOCATED WITHIN THIS SITE
 - ACCORDING TO THE NATIONAL WETLANDS INVENTORY MAP THERE ARE NO WETLANDS LOCATED ON THE PROPOSED SITE
 - THIS SITE DOES NOT LIE WITHIN A CITY OF MONROE, GA HISTORIC DISTRICT.

WARNING:
Contractors, subcontractors, vendors and suppliers are advised that the contract documents consist of Design Professional-reproduced printed, bound, and numbered specifications, Design Professional-reproduced printed, bound and numbered blue or black line prints, addenda, post-bid addenda, and change orders only. Documents reproduced by parties other than Design Professional, whether in hard copy or electronic format shall not be considered part of contract documents and do not supersede the provisions of the contract documents. The contractor, subcontractor, vendors, and suppliers are solely responsible for verification that information utilized in bidding, development of shop drawings and construction of facility are identical to contract documents.

24 HOUR CONTACT
ELROD DEVELOPMENT, LLC
MIKE ELROD
706-765-7577



Know what's below.
Call before you dig.



Parcel Area Table				
Parcel #	Area	Perimeter	Segment Lengths	Segment Bearings
1	11613.20	435.69	77.08	S12°19'12.92"E
			15.63	S32°04'49.99"W
			110.06	S77°12'42.90"W
			23.62	N57°47'16.62"W
			26.58	N13°51'57.37"W
43.74	N14°12'19.13"W			
138.98	N77°12'42.90"E			
2	10512.60	430.40	74.98	S12°19'12.92"E
			138.98	S77°12'42.90"W
			75.00	N14°12'19.13"W
			141.44	N77°12'42.90"E
			75.00	S12°19'12.92"E
141.44	S77°12'42.90"W			
3	10695.68	435.00	43.68	N14°12'19.13"W
			31.12	N13°32'23.79"W
			143.47	N77°12'25.12"E
			0.00	N77°12'25.12"E
			53.79	S31°29'40.30"E
19.27	S34°43'08.52"E			
4	10078.15	431.19	143.47	S77°12'25.12"W
			94.30	N10°51'30.42"W
			120.36	S89°09'30.74"E
			50.13	S49°49'49.81"E
			40.74	S22°40'10.63"W
120.36	N89°09'30.74"W			
5	12928.32	500.31	150.07	N5°38'02.31"W
			139.00	S53°42'33.74"E
			50.13	S49°49'49.81"E
			40.74	S22°40'10.63"W
			120.36	N89°09'30.74"W
6	12040.18	507.30	110.22	S9°43'42.70"E
			40.15	S63°01'07.62"W
			50.13	N49°49'49.81"W
			139.00	N53°42'33.74"W
			168.40	N87°16'17.36"E
7	10430.45	409.05	118.31	S12°34'01.64"E
			47.63	S77°29'09.79"W
			17.45	N77°34'59.59"W
			30.68	N79°16'31.28"W
			110.22	N9°43'42.70"W
64.56	N87°44'48.22"E			
8	10388.84	407.52	105.75	S4°40'07.16"E
			47.62	S81°38'04.80"W
			35.98	S77°29'09.79"W
			118.31	N12°34'01.64"W
			32.43	N87°57'59.51"E
67.22	N86°57'40.28"E			
9	10258.70	408.39	114.37	S0°34'57.89"W
			65.47	N30°00'00.00"W
			23.54	S87°59'29.99"W
			105.75	N4°40'07.16"W
			99.26	N84°19'13.30"E
10	10093.27	410.67	84.73	N30°00'00.00"W
			114.37	N0°34'57.89"E
			14.61	N82°30'50.71"E
			69.36	N89°29'59.44"E
			127.70	S0°21'14.76"E
11	10041.08	410.47	128.06	S15°53'03.28"E
			5.32	S23°25'45.54"W
			10.04	S49°08'18.14"W
			58.10	S83°56'04.11"W
			23.51	N30°00'00.00"W
127.70	N0°21'14.76"W			
12	12290.40	489.59	71.17	S67°15'04.22"W
			128.06	N15°53'03.28"W
			15.83	N79°03'31.51"E
			130.08	N74°01'20.59"E
			144.75	S18°01'32.82"W
13	18646.60	582.54	172.02	S37°43'33.93"W
			25.44	S83°59'35.61"W
			57.51	N39°01'25.79"W
			144.75	N18°01'32.82"E
			43.65	N72°47'21.10"E
64.96	N73°33'25.30"E			
74.21	S12°27'29.39"E			
14	13388.52	439.52	137.49	S6°04'07.54"E
			51.02	N89°54'09.34"W
			41.98	N89°54'09.34"W
			133.45	N1°14'55.08"E
			44.13	N80°00'00.00"E
31.46	N87°13'35.00"E			
15	10614.38	425.38	131.81	N1°14'54.70"E
			180.02	N80°00'00.00"E
			133.45	S1°14'55.08"W
			40.02	N88°54'09.34"W
			39.88	N88°54'09.34"W
16	10672.42	424.60	47.54	N89°02'52.83"E
			49.57	N80°00'00.00"E
			131.91	S1°14'54.70"W
			66.00	N88°54'09.34"W
			36.36	N12°28'50.86"W
93.03	N12°28'50.86"W			
17	11612.23	428.56	93.03	S12°28'50.86"E
			129.46	S77°24'31.39"W
			73.44	N12°19'12.92"W
			31.33	N32°32'58.43"E
			92.45	N77°25'03.79"E
12.85	N78°45'27.73"E			
18	10087.36	411.81	37.69	S12°28'39.11"E
			125.69	S77°24'31.39"W
			80.33	N12°19'12.92"W
			125.46	N77°24'31.39"E
			36.36	S12°28'50.86"E
6.09	S12°28'50.86"E			
19	11706.10	433.69	93.00	S12°28'39.11"E
			115.86	S77°12'42.90"W
			15.79	N57°33'15.01"W
			83.35	N12°19'12.92"W
			125.69	N77°24'31.39"E
20	11544.01	441.60	123.53	S0°47'06.93"W
			75.31	S83°59'33.11"W
			93.00	N12°28'39.11"W
			37.69	N12°28'39.11"W
			6.09	N12°28'50.86"W
66.00	S88°54'09.34"E			
39.98	S88°54'09.34"E			

Parcel Area Table				
Parcel #	Area	Perimeter	Segment Lengths	Segment Bearings
23	10064.44	410.52	123.99	S1°14'56.53"W
			75.80	N88°13'04.20"W
			5.21	N89°00'55.53"W
			123.53	N0°47'06.93"E
			40.02	S88°54'09.34"E
41.98	S88°54'09.34"E			
24	10270.97	419.30	60.15	S71°35'54.23"W
			9.48	S64°17'29.40"W
			29.60	N88°33'04.20"W
			123.99	N1°14'56.53"E
			51.02	S88°54'09.34"E
15.87	S88°54'09.34"E			
25	13801.86	461.73	24.36	N82°25'32.59"E
			104.83	S1°12'40.54"W
			15.60	S5°53'43.21"E
			84.79	S8°59'36.99"W
			91.92	S63°37'41.94"W
41.51	N50°09'16.30"W			
26	10028.16	419.67	104.83	N1°12'40.54"E
			28.22	N82°25'32.59"E
			8.39	N85°31'40.12"E
			86.46	N85°31'40.12"E
			20.73	N88°50'38.59"W
120.30	N0°50'21.91"E			
27	10037.67	410.81	78.51	N87°52'15.66"E
			25.00	S48°59'50.92"E
			107.67	S1°09'21.41"W
			67.67	N88°50'38.59"W
			120.30	S0°50'21.91"W
64.27	N88°50'38.59"W			
28	10988.96	433.10	11.73	N88°50'38.59"W
			133.26	N0°50'21.91"E
			60.40	S88°33'04.20"E
			9.48	S61°23'37.80"E
			11.37	S48°44'54.82"E
29	12205.82	452.60	35.34	N88°50'38.59"W
			15.27	N88°50'38.59"W
			21.42	S82°49'02.39"W
			7.90	N1°37'29.24"W
			37.67	N8°41'21.47"W
48.90	N86°24'51.54"E			
30	10338.10	424.72	45.00	S88°33'04.20"E
			133.26	S0°50'21.91"W
			88.90	S8°41'21.47"E
			140.45	S80°35'06.11"W
			71.21	N12°19'12.92"W
15.63	N32°26'44.99"E			
31	11506.07	435.05	116.20	N77°12'42.90"E
			20.00	N79°17'45.10"E
			7.90	S1°37'29.24"E
			29.78	S1°37'29.24"E
			133.68	S80°35'06.61"W
66.67	N10°14'57.50"W			
32	10799.17	424.48	81.16	N12°19'12.92"W
			140.65	N80°35'06.61"E
			37.67	S8°41'21.47"E
			98.10	S1°37'29.24"E
			25.05	S1°37'29.24"E
33	12464.97	441.77	91.98	S88°46'49.01"W
			15.38	N47°59'15.81"W
			70.66	N5°59'01.41"W
			133.68	N80°35'06.61"E
			130.26	S1°09'11.10"E
34	11494.87	467.24	43.47	N88°53'07.47"W
			39.11	N89°48'00.49"W
			98.10	N1°37'29.24"W
			29.78	N1°37'29.24"W
			21.42	N82°49'02.39"E
35	26214.21	685.05	15.27	S88°50'38.59"E
			35.34	S88°50'38.59"E
			11.73	S88°50'38.59"E
			110.61	S13°56'56.07"E
			30.48	S58°35'07.59"W
36	12804.08	497.91	17.45	S66°07'01.30"W
			67.97	N88°53'07.47"W
			130.26	N1°09'11.10"W
			64.27	S88°50'38.59"E
			20.73	S88°50'38.59"E
37	13270.38	509.86	147.00	S39°17'24.35"W
			46.28	N77°26'12.79"W
			110.61	N13°56'56.07"W
			67.67	S88°50'38.59"E
			95.69	S88°50'38.59"E
38	11638.79	440.24	99.73	S8°37'51.00"E
			137.81	S78°58'18.81"W
			108.18	S78°58'18.81"W
			40.57	N27°40'29.09"W
			147.00	N39°17'24.35"E
39	10940.54	433.04	151.76	S88°50'38.59"E
			47.57	S11°22'19.66"W
			141.00	S11°22'19.66"W
			13.15	N89°40'03.04"W
			142.83	N30°11'11.72"W
40	10538.26	414.21	45.18	N21°27'11.48"E
			108.18	N78°58'18.81"E
			149.06	N89°40'03.04"W
			131.33	N0°26'06.66"E
			4.81	S45°46'58.30"E
41	11002.24	425.00	81.63	S88°46'36.66"E
			142.83	S30°11'11.72"E
			136.38	N0°15'38.67"W
			74.29	S88°53'07.47"E
			12.64	S70°46'48.94"E
42	12696.95	456.31	131.33	S0°26'06.66"W
			85.00	N89°40'03.04"W
			48.10	N0°15'11.64"W
			88.56	N0°15'11.64"W
			30.21	N80°00'00.00"W
68.63	N89°44'46.74"W			
43	10532.45	423.32	131.43	S0°15'16.97"E
			80.00	N80°00'00.00"W
			89.88	N0°15'11.64"W
			42.01	N0°15'11.64"W
			80.00	S89°40'03.04"E
44	10123.31	413.78	106.27	S0°26'06.66"W
			49.40	S68°18'42.11"W
			17.45	S88°50'38.59"W
			24.23	N80°00'00.00"W
			131.43	N0°15'16.97"W
45	14553.74	501.77	51.02	S89°40'03.04"E
			65.00	S89°40'03.04"E
			99.58	S49°51'11.93"W
			50.24	S57°59'37.99"W
			44.85	N87°37'30.96"W
46	10209.19	425.51	106.27	N0°26'06.66"E
			148.06	S89°40'03.04"E
			131.15	S89°40'03.04"E
			38.52	S11°22'19.66"W
			95.82	S0°19'43.00"E
47	13443.79	508.84	67.09	S60°26'42.62"W
			158.98	N0°19'43.00"W
			45.27	N80°00'00.00"E
			17.45	S69°00'09.30"E
			19.31	S51°04'00.94"E
48	13200.29	500.73	73.55	S60°26'42.62"W
			12.76	N58°17'27.56"W
			186.55	N0°19'43.00"W
			75.00	N80°00'00.00"E
			158.98	S0°19'43.00"E
49	10068.23	404.75	114.74	N87°40'27.66"E
			135.12	N14°27'59.38"E
			48.73	S85°42'15.47"E
			13.57	N80°00'00.00"E
			188.98	S0°19'43.00"E
50	10623.39	439.06	91.25	N65°40'41.13"W
			65.72	N14°27'59.38"E
			17.34	N64°27'02.48"E
			17.45	N79°30'37.02"E
			24.31	S79°29'32.55"E
51	10068.17	418.48	33.56	S78°27'01.64"E
			135.12	S14°27'59.38"W
			63.94	S25°07'48.76"W
			107.93	S78°47'25.09"W
			17.77	N55°34'55.51"W
52	10050.97	420.4		



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

OCCUPATION TAX APPLICATION

MAA Innovations LLC
 BUSINESS NAME DBA The Brown Fig TELEPHONE (770) 367.5780
 ADDRESS 134 West Spring Street TYPE OF BUSINESS
 MAILING ADDRESS SOM3 Food & Beverage
 EMAIL ADDRESS Vicky@Fixitnow.com Restaurant per applicant PK
 OWNER'S NAME Victoria Adams TELEPHONE (770) 367.5780
 EMERGENCY CONTACT PERSON: Mina Adams
 TELEPHONE 404 922.7080
 PROPERTY OWNER'S NAME: Victoria Adams
 TELEPHONE (770) 367.5780
 **NUMBER OF EMPLOYEES: FULL TIME 3
 PART TIME 5 **(Including Owners & Family Members)
 HAVE YOU EVER BEEN CONVICTED OF A FELONY OR ARE YOU DISQUALIFIED TO RECEIVE A LICENSE
 BY REASON OF ANY MATTER OR THING CONTAINED IN THE LAWS OF THIS STATE, OR THIS CIYT? YES NO
 WILL A SIGN BE INSTALLED ON THE BUILDING OR PROPERTY? YES NO
 A PERMIT IS REQUIRED FOR ALL SIGNS!!
 I hereby certify that I will not violate any of the laws of this State of Georgia
 or of the United States. I further agree to comply with any and all ordinances
 of the City of Monroe in conducting business in the City.
 Signature: Victoria Adams Date 04 / 22 / 2021
 Notice: All businesses located in the City of Monroe are subject to inspection by City Code and Fire Officials

CITY OF MONROE

ALCOHOLIC BEVERAGE LICENSE APPLICATION

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

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

Please check the licenses that you are applying for.

CITY OF MONROE

ALCOHOLIC BEVERAGE LICENSE FEES

CONSUMPTION ON PREMISE:

LICENSE FEE:

BEER/WINE
 NON PROFIT PRIVATE CLUB
 SUNDAY SALES-PRIVATE CLUBS ONLY
 BEER/WINE AMENITIES LICENSE

\$1000.00
 \$600.00
 \$150.00
 \$100.00

✓
n/a
n/a
n/a

DISTILLED SPIRITS
 NON PROFIT PRIVATE CLUB-ONLY
 SUNDAY SALES

\$3000.00
 \$600.00
 \$150.00

✓
n/a
~~✓~~ N/A

PACKAGE:

LICENSE FEE:

BEER/WINE
 HOTEL/MOTEL IN ROOM SERVICE
 GROWLERS

\$2000.00
 \$250.00
 \$2000.00

n/a
n/a
n/a

MANUFACTURER

LICENSE FEE: 1 FEE ONLY

DISTILLERIES OR MICRO-DISTILLERIES
 BREWERY OR MICRO-BREWERIES

\$1500.00
 \$1000.00

n/a
n/a

BREWPUB

\$750.00

n/a

WHOLESALE DEALERS:

LICENSE FEE:

PRINCIPAL PLACE OF BUSINESS - CITY
BEER/WINE
DISTILLED SPIRITS

\$1500.00
\$2000.00

nla
nla

PRINCIPAL PLACE OF BUSINESS – NOT IN CITY

\$100.00

nla

TEMPORARY LICENSE:

LICENSE FEE:

NON PROFIT ORGANIZATIONS
FOR PROFIT ORGANIZATIONS

\$25.00 PER DAY
\$150.00 PER DAY

nla
nla

SPECIAL EVENT VENUES
REGISTRATION

\$300.00

nla

**There is a \$250.00 non-refundable administrative/investigative fee for all licenses except for a Beer/Wine Amenities License which the fee is \$200.00.
There is no application fee for wholesale dealers.**

1. Full Name of Business MAA Innovations LLC dba

Under what name is the Business to operate? The Brown Fig

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

Proprietorship - Domestic

2. Address: a) Physical: 134 West Spring Street

b) Mailing: SAME

3. Phone 714.367.5780 Beginning Date of Business in City of Monroe _____

4. New Business _____ Existing business purchase _____

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

5. Federal Tax ID Number 26-3660825 Georgia Sales Tax Number _____

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

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

Beer and Wine 100 Yards Yes _____ No

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

7. Full name of Applicant Victoria Adams

Full Name of Spouse, if Married n/a

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

Birthplace Georgia

Current Address 506 St. Ives Walk City Monroe St GA Zip 30655

Home Telephone 770.367.5780

Number of Years at present address 13

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

Number of years at previous address n/a

8. If new business, date business will begin in Monroe 7.15.2021

If transfer or change of ownership, effective date of this change _____

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

Previous applicant & D/B/A _____

9. What is the name of the person who, if the license is granted, will be the active manager of the business and on the job at the business? List address, occupation, phone number, and employer Victoria Adams / owner

506 St. Ives Walk

Monroe, GA 30655

770.367.5780

10. Has the person, firm, limited liability company, corporation, applicant, owner/owners, partner, shareholder, manager or officer been arrested, convicted or entered a plea of nolo contendere within ten (10) years immediately prior to the filing of this application for any felony or misdemeanor of any state or of the United States, or any municipal ordinance involving moral turpitude, illegal gambling or illegal possession or sale of controlled substances or the illegal possession or sale of alcoholic beverages to minors in a manner contrary to law, keeping a place of prostitution, pandering, pimping, public indecency, prostitution, solicitation of sodomy, or any sexually related crime. If yes, describe in detail and give dates.

n/a - NO

11. Has the applicant been convicted under any federal, state or local law of any felony, within fifteen (15) years prior to the filing of application of such license?

n/a - NO

12. Do you own the land and building on which this business is to be operated?

yes

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

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

n/a

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

n/a

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

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

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

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

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

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

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

If a retail grocery business in existence for less than six (6) months:
A statement from the applicant with documentary evidence provided, that the business has had or will have gross sales of merchandise, other than malt beverages and wine, of more than three thousand dollars (\$3000.00) per month average for six (6) successive months from its inception; and

within ten (10) days upon completion of six (6) months' verifying the statement required herein; and upon failure to provide such verification as prescribed herein, the license shall be suspended until such verification is made.

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

24. Character References: (For the applicant)

1. Andy Brown
 Name
931 Commercial St.
 Address
Conyers, GA 30012 770.490.1000
 City State Zip Telephone

2. Mata Bennett
 Name
1065 Turner Street
 Address
Conyers, GA 30012 770.356.6881
 City State Zip Telephone

3. Laurie Hester
 Name
641 Kings Ridge
 Address
Monroe, GA 30655 770.267.8626
 City State Zip Telephone

This the 22 day of April 2021.

Justina Adams (Signature Applicant)

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

Victoria A Adams (Print Name)

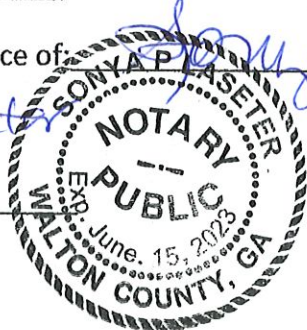
Or: _____ (Signature of Corporate Officer)

(Printed Name and Title of Corporate Officer)

Signed, sealed and delivered in the presence of: Sonya P Laseter

Notary Public: Sonya P Laseter

Executed: 4/22/2021





From: Beth Thompson, Finance Director
Department: Finance
Date: June 8, 2021
Description: FY2020 Comprehensive Annual Financial Report

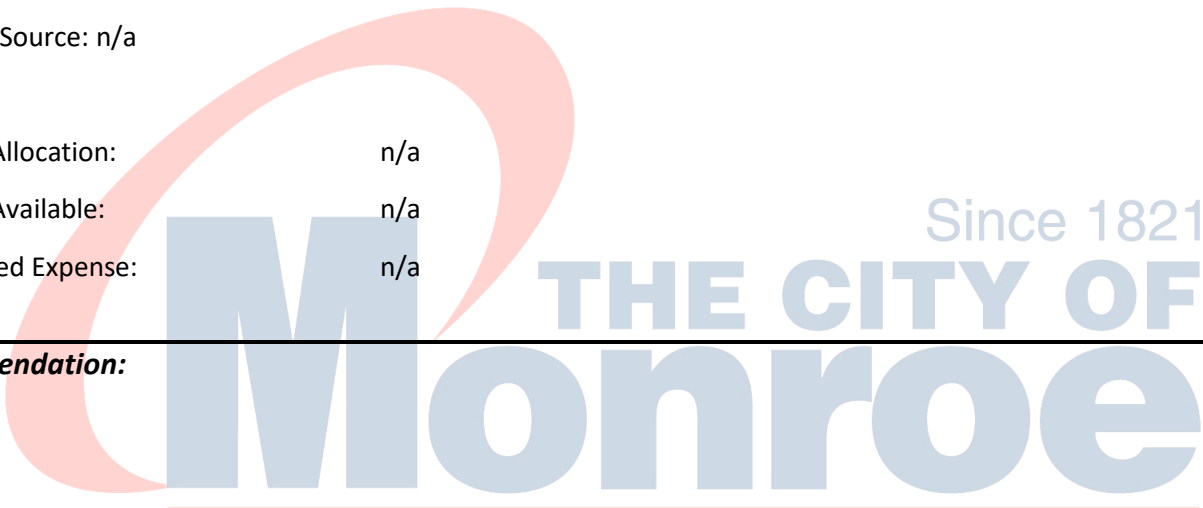
Budget Account/Project Name: n/a

Funding Source: n/a

Budget Allocation: n/a

Budget Available: n/a

Requested Expense: n/a



Recommendation:

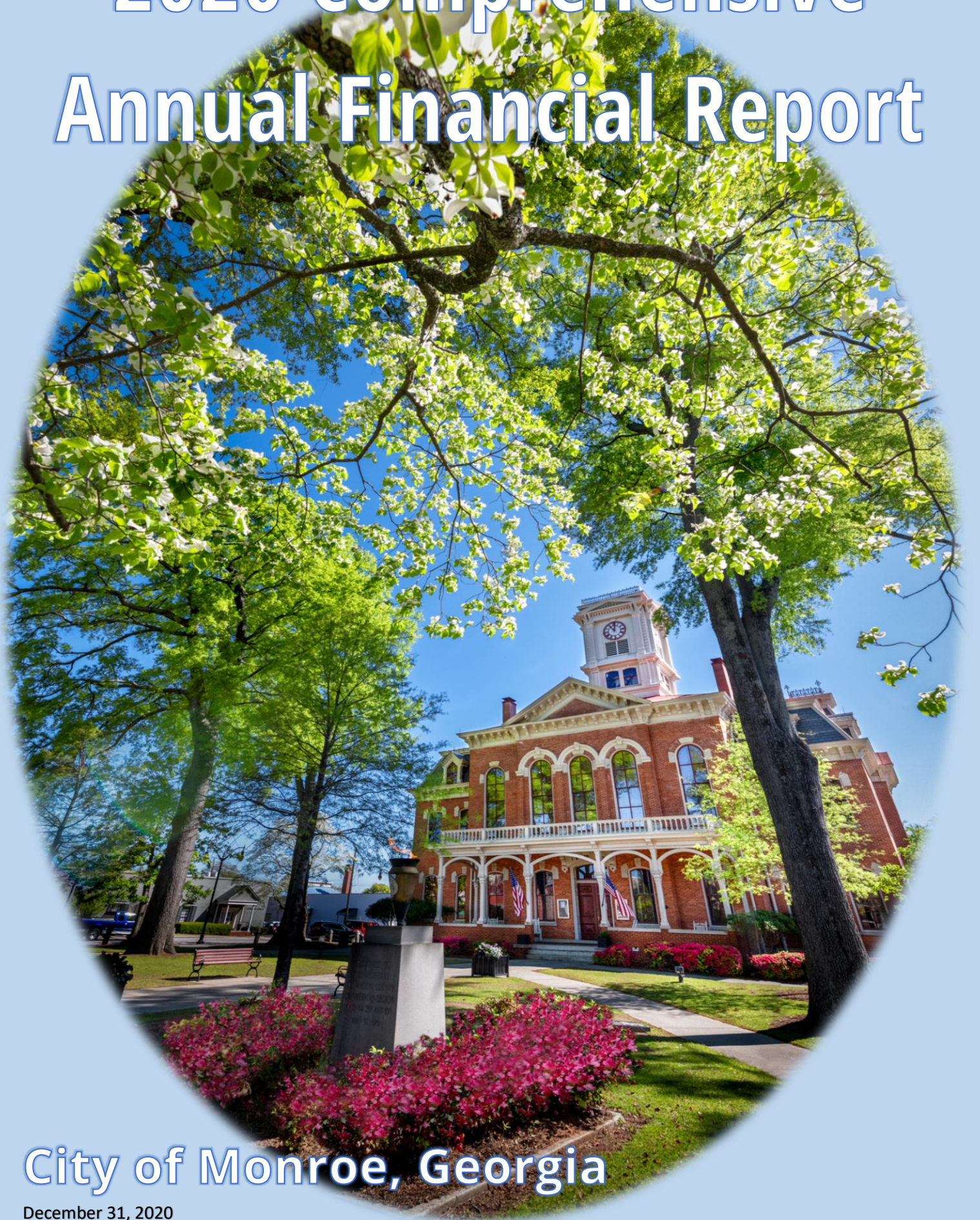
n/a

Background:

Adam Fraley with Mauldin and Jenkins, the City’s external auditors will present the FY2020 Comprehensive Annual Financial Report.

Attachment(s): FY2020 CAFR

2020 Comprehensive Annual Financial Report



City of Monroe, Georgia

December 31, 2020

CITY OF MONROE, GEORGIA
COMPREHENSIVE ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED
DECEMBER 31, 2020

Prepared by Authority of:
City Council, City of Monroe, Georgia
Beth Thompson, Finance Director

CITY OF MONROE, GEORGIA

COMPREHENSIVE ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED
DECEMBER 31, 2020

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CITY OF MONROE, GEORGIA

COMPREHENSIVE ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED
DECEMBER 31, 2020

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CITY OF MONROE, GEORGIA
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Post Office Box 1249 • Monroe, Georgia 30655
Telephone 770-267-7536 • Fax 770-267-2319

John Howard, Mayor
Larry Bradley, Vice Mayor

May 18, 2021

To the Honorable Mayor, Members of the City Council, and Citizens of the City of Monroe, Georgia:

The Comprehensive Annual Financial Report of the City of Monroe, Georgia for the fiscal year ended December 31, 2020 is hereby submitted as mandated by Official Code of Georgia §36-81-7. The financial statements were prepared in conformity with generally accepted accounting principles (GAAP) and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants.

City Management assumes full responsibility for the accuracy, completeness and reliability of the presented data. To provide a reasonable basis for making these representations, management of the City of Monroe has established a comprehensive internal control framework that is designed both to protect the government’s assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the City of Monroe’s financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, the City of Monroe’s framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

Mauldin & Jenkins, LLC, a firm of certified public accountants, issued an unmodified opinion on the City of Monroe’s financial statements for the year ended December 31, 2020. The independent auditor’s report is located at the front of the financial section of this report.

If the threshold is met, the City of Monroe is required as part of the independent audit of the financial statements, to undergo a federally mandated “Single Audit” designed to meet the needs of federal grantor agencies. Information related to the single audit if applicable, including a schedule of expenditures of federal awards, the independent auditor’s reports on internal controls and compliance with applicable laws and regulations, and a schedule of findings are included in a separately issued single audit report. For fiscal year 2020, a Single Audit was required.

GAAP require that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management’s Discussion and Analysis (MD&A). This letter of transmittal is designed to complement MD&A and should be read in conjunction with it. The City of Monroe’s MD&A can be found immediately following the report of the independent auditors.

***Councilmembers: Larry A. Bradley • Ross Bradley • Myoshia Crawford
David Dickinson • Norman Garrett • Nathan Little • Lee P. Malcom***

Profile of the Government

The City of Monroe incorporated in 1821, is located in Northeast Georgia, approximately 40 miles east of Atlanta. Monroe is the county seat of Walton County. The City encompasses approximately 15 square miles and serves an estimated population of 13,484. The City of Monroe is empowered to levy a property tax on both real and personal property located within its boundaries.

The City operates under a Mayor/Council form of government. Policy-making and legislative authority are vested in a governing council consisting of the mayor and eight other members. The Mayor is elected at large, two Council Members are elected from super districts and six Council Members are elected by districts. Council members and the Mayor serve four-year staggered terms, with an election held every two years. City elections are conducted by the Walton County Board of Elections.

The City Administrator, who is appointed by the Mayor and Council, is responsible for carrying out the policies and ordinances of the Council and for overseeing the day-to-day operations of the City of Monroe.

The City of Monroe provides a full range of municipal services including police and fire protection, maintenance of streets, solid waste, building and zoning, code enforcement and library facilities. In addition to the usual government services, the City also provides a full range of utility services including electric, gas, water, wastewater, storm water, cable, internet and telephone. The city owns and operates the Cy Nunnally Memorial Airport as well as the Georgia Utility Training Academy whereby classes are conducted to train municipal and private sector employees in Electric, Water, Sewer, and Gas utilities.

A goal of the Mayor and City Council is to maintain the highest quality of citizen and business services while keeping the property tax millage rates at some of the lowest among surrounding areas.

Also included as part of the City’s reporting are the City of Monroe Downtown Development Authority (DDA) and the Monroe Area Convention and Visitors Bureau Authority (CVB). While both are legally separate entities, they are included as a component unit in the City of Monroe’s financial statements.

The annual budget serves as the foundation for the City of Monroe’s financial planning and control. All departments are required to submit budget requests to the City Administrator who compiles the proposed operating and capital budgets. The City Administrator presents a proposed budget to the Council during their annual retreat work session. The final budget is adopted in accordance with state law. Budget to actual comparisons are provided in this report for each individual governmental fund for which an annual budget has been adopted.

Local Economy

Monroe has risen out of the previous economic downturn and into a new period of substantial commercial and residential growth. This has given stability to the overall economy in Monroe and the surrounding area and stabilized the City’s revenues. The City is positioned for additional growth while also positioning to buffer against a future downturn.

The majority of the City’s commercial development lies along the Highway US 78/GA 138 corridor with a new commercial expansion planned around the Highway 138 extension at Charlotte Rowell Boulevard with what is one of the largest retail projects under construction in the State. Among the top ten employers in the City, four are governments accounting for around 18.9% of the number of jobs in the top ten employers. Two of those government employers, Walton County Board of Commissioners and Walton County Board of Education, are also two of the City’s top ten electric, water, gas and sewer customers.

Economic development is one of the City’s main priorities. Local Option Sales Tax (LOST) and Special Purpose Local Option Sale Tax (SPLOST) revenues have steadily increased over the last few years, which is a result of revitalizing our downtown area with more consumer-friendly shopping.

Long-term Financial Planning

The City began construction in 2018 on the transportation-oriented, Livable Centers Initiative (LCI) project which will extend along North Broad Street from West Marable Street to Mayfield Drive. In addition to constructing new or expanded sidewalks along both sides of the corridor, this project includes planting trees and shrubs, raised curbs, a center median, defined pedestrian crossings, pedestrian scale lighting and ADA-accessible curb ramps. Concurrent with this work, storm water sewer upgrades will be completed with project funds. This is also a mostly federally-funded program with a total cost of over \$2 million dollars. This project was completed in early 2020.

This is a continuation of a previously funded TE project and will complement on-going efforts within the Broad Street Corridor providing connectivity between neighborhood and commercial uses along the Broad Street Corridor and Historic Downtown. In addition to the 1.5-mile, \$2 million-plus West Spring St. streetscape and sidewalk project under construction linking downtown with the west-end commercial corridor. Additionally, in 2018 the City applied for (and was later awarded in early 2019) a Transportation Alternatives Project (TAP) Grant that will link the N. Broad project with the rest of Downtown’s streetscaping that will create approximately two continuous miles of downtown streetscaping along the Broad St. corridor. Design and engineering for the TAP grant is currently underway with construction slated for 2022.

Other major initiatives in progress include a new Police Department and Municipal Court complex that will take over a long-defunct Food Lion shopping center and will act as a catalyst for the vacant and now city-owned Walton Plaza shopping center. The city hopes this project will breathe new life into redevelopment of the E. Spring St. area of the city. In 2019 the city, through its conduit of the Urban Redevelopment Agency, borrowed \$3.6 million to renovate the police department.

Capital projects are generally financed using available grants and the SPLOST fund. A SPLOST continuation was passed by voters in 2018 with collections to begin in 2019. Capital Projects in the Enterprise Fund are paid from an Expansion and Repair fund and the Utility Municipal Competitive Trust fund.

Major Initiatives

The City of Monroe continues to work closely with Georgia Department of Transportation and Walton County to implement the area’s transportation initiatives. The Highway US 78/GA 138 area’s growth has seen the need to address traffic in this area. This is one example of the partnership to improve our local

transportation network. Another example is the partnership between Monroe and Walton County to complete a truck by-pass around the historic downtown area. This much needed connector is managed and now funded by the Georgia DOT and is in the initial stages of right-of-way acquisition. Construction is expected to commence in early 2022 with anticipated full completion in 2024. Additional intergovernmental partnership initiatives include an East-bound on-ramp from W. Spring to Hwy 78, a West-bound on-ramp from Charlotte Rowell Boulevard to Hwy 78, and a possible interchange improvement at Hwy 78 and Hwy 11 to align with the forthcoming truck connector. These projects aim to keep Monroe and Walton County traffic moving.

Additionally, the city has begun to address the public’s need for quality passive parks. One of the major initiatives in this realm is the property acquisition and Brownfield completion of a new Downtown Green. This almost two-acre site along Church St. and S. Madison Ave. will be redeveloped into an all-year park and entertainment space that will eventually feature a splash pad, outdoor amphitheater, walking space, open green space, and tree plantings. The redevelopment of this site will help to broaden the feel of the city’s general downtown area just two blocks east of Broad St.

Relevant Financial Policies

The purpose of the City of Monroe’s financial management policy is to ensure that the City conducts its investment, cash and debt management activities in a responsible manner in full compliance with Federal and State Law. The City is committed to providing adequate cash flows to meet all current and future obligations. Adherence to this policy has allowed the City to maintain financial stability, all cash funds are properly collateralized and no short-term financing has been needed to meet operations.

Additionally, it is the City’s policy to maintain budgetary controls to ensure compliance with legal requirements of the State of Georgia. Policies are amended and kept up-to-date as often as possible to ensure legality and efficiency in our controls. The budget development is led by the City Administrator who according to local ordinance shall prepare and submit the annual operating budget and capital budget to the Mayor and Council. The annual appropriation resolution approved by the Mayor and Council is adopted for all fund types with the legal level of control at the department level. Finally, a public hearing is advertised and held and the final budget is advertised. The adopted budget may be revised during the year only by formal action of the City Council in a regular meeting and no increase shall be made without provision also being made for financing same. During the year the budget was amended by Council; further detail on these amendments can be found in the MD&A.

Awards and Acknowledgements

The Government Finance Officers Association (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Monroe for its comprehensive annual financial report for the fiscal year ended December 31, 2019. This was the 18th consecutive year that the City has received this award. In order to be awarded a Certificate of Achievement, the City must publish an easily readable and efficiently organized comprehensive annual report, whose contents conform to program standards. The comprehensive annual financial report must satisfy both GAAP and applicable legal requirements.

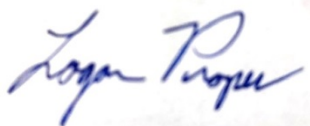
A Certificate of Achievement is valid for a period of one year. We believe our current comprehensive annual financial report continues to meet the Certificate of Achievement Program requirements, and we are submitting it to the GFOA to determine its eligibility for another award.

In addition, the City submitted to GFOA the 2019 Popular Annual Financial Report (PAFR) for Outstanding Achievement in Popular Annual Financial Reporting Award for the fiscal year ended December 31, 2019. If awarded, this will be the 16th year the City has received this award. In order to receive an Award for Outstanding Achievement in Popular Annual Financial Reporting, the City must publish a PAFR whose contents conform to program standards of creativity, presentation, understandability, and reader appeal. We believe our current report continues to conform to the Popular Annual Financial Reporting requirements, and we are submitting it to GFOA to determine its eligibility for another certificate. This award is valid for a period of one year.

Last but not least, the City submitted to GFOA its annual budget for the 9th consecutive year for the fiscal year beginning January 1, 2021. Last year was the 8th consecutive year the City has received this prestigious award for Distinguished Budget Presentation for fiscal year beginning January 1, 2020. In order to receive this award, the City must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device. This award is valid for a period of one year only. We believe our budget continues to meet the program requirements.

The preparation of this report would not have been possible without the efficient and dedicated services of the entire staff of the Finance Department. I would like to express my appreciation to all members of the department who assisted and contributed to the preparation of this report. Credit also must be given to the Mayor and the City Council for their unfailing support for maintaining the highest standards of professionalism in the management of the City of Monroe's finances.

Respectfully submitted,



Logan Propes
City Administrator



Beth Thompson
Finance Director



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**City of Monroe
Georgia**

For its Comprehensive Annual
Financial Report
For the Fiscal Year Ended

December 31, 2019

Christopher P. Morill

Executive Director/CEO

CITY OF MONROE, GEORGIA

LIST OF ELECTED AND APPOINTED OFFICIALS

DECEMBER 31, 2020

ELECTED OFFICIALS

Mayor	John Howard
Vice Mayor and Council Member, District 4	Larry Bradley
Council Member, District 1	Lee Malcom
Council Member, District 2	Myoshia Crawford
Council Member, District 3	Ross Bradley
Council Member, District 5	Norman Garrett
Council Member, District 6	Tyler Gregory
Council Member, District 7	Nathan Little
Council Member, District 8	David Dickinson

APPOINTED OFFICIALS

City Administrator	Logan Propes
Assistant City Administrator	Chris Bailey
Code Director	Patrick Kelley
Economic Development & Planning Director	Sadie Krawczyk
Electric & Telecommunications Director	Brian Thompson
Finance Director	Beth Thompson
Fire Chief	Vacant
Human Resources Director	Les Russell
Police Chief	R.V. Watts
Solid Waste Director	Danny Smith
Streets and Transportation Director	Jeremiah Still
Water, Sewer & Natural Gas Director	Rodney Middlebrooks

City of Monroe, Georgia Organizational Chart

December 31, 2020

Citizens of Monroe

MAYOR & CITY COUNCIL

Mayor	John Howard
Vice-Mayor &	
District 4 Council Member	Larry A. Bradley
District 1 Council Member	Lee Malcom
District 2 Council Member	Myoshia Crawford
District 3 Council Member	Ross Bradley
District 5 Council Member	Norman Garrett
District 6 Council Member	Tyler Gregory
District 7 Council Member	C. Nathan Little
District 8 Council Member	David Dickinson

**City Clerk
Debbie Kirk**

City Attorney

**City Administrator
Logan Propes**

**Court Administrator
Joseph Bryant**

**Assistant
City Administrator
Chris Bailey**

**Director of Code
Patrick Kelley**

**Director of
Economic
Development
Sadie Krawczyk**

**Director
of Electric &
Telecom
Brian Thompson**

**Director of
Finance
Beth
Thompson**

**Fire Chief
(VACANT)**

**Director of
Human
Resources
Les Russell**

**Police Chief
R. V. Watts**

**Director of
Water & Gas
Rodney
Middlebrooks**

**Director of Streets &
Transportation
Jeremiah Still**

**Director of Solid Waste
Danny Smith**

Central Services

Building & Grounds

Airport

Internet Technology

Stormwater

**City Planner
Brad Callender**

Utility Billing

**Customer
Service**

GUTA

FINANCIAL SECTION



INDEPENDENT AUDITOR’S REPORT

Honorable Mayor and Members
of City Council
City of Monroe, Georgia

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the **City of Monroe, Georgia (the “City”)** as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the City’s basic financial statements as listed in the table of contents.

Management’s Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor’s Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor’s judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity’s preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Monroe, Georgia, as of December 31, 2020, and the respective changes in financial position and, where applicable, cash flows thereof and the budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, the Schedule of Changes in the City's Net Pension Liability and Related Ratios, and the Schedule of City Contributions, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Monroe, Georgia’s basic financial statements. The combining and individual nonmajor fund financial statements and schedules and the schedule of expenditures of special purpose local option sales tax proceeds, as required by the Official Code of Georgia 48-8-121, as listed in the table of contents, are presented for purposes of additional analysis and are not a required part of the basic financial statements. The introductory and statistical sections are also presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements and schedules as well as the schedule of expenditures of special purpose local option sales tax proceeds (the “supplementary information”) are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated May 18, 2021 on our consideration of the City’s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City’s internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City’s internal control over financial reporting and compliance.

Mauldin & Jenkins, LLC

Atlanta, Georgia
May 18, 2021

CITY OF MONROE, GEORGIA
Management's Discussion and Analysis
For the Fiscal Year Ended December 31, 2020

As management of the City of Monroe, we offer readers of the City of Monroe's financial statements this narrative overview and analysis of the financial activities of the City of Monroe, Georgia (the "City") for the fiscal year ended December 31, 2020. We encourage readers to consider the information presented here in conjunction with the letter of transmittal at the front of this report and the City's financial statements, which follow this section.

Financial Highlights

- The assets and deferred outflows of resources of the City of Monroe exceeded its liabilities and deferred inflows of resources at the close of the fiscal year by \$128,347,692 (reported as "net position"). Of this amount, \$24,124,555 (unrestricted net position) may be used to meet the City's ongoing obligations to citizens and creditors.
- Total net position increased by \$10,788,619 during 2020 resulting primarily from business-type activities.
- As of the close of the fiscal year, the City of Monroe's governmental funds reported combined fund balances of \$10,471,685 an increase of \$57,043 in comparison with the prior year. Approximately 47% or \$4,913,245 of this amount is available for spending at the government's discretion (unassigned fund balance). At the end of the current fiscal year, unrestricted fund balance (the total of the committed, assigned and unassigned components of fund balance) for the general fund was \$4,922,273 or approximately 38% of total general fund expenditures.
- At the close of the fiscal year, assets and deferred outflows of resources in the City of Monroe's Utilities Fund exceeded its liabilities and deferred inflows by \$93,496,380. Of this, \$22,323,397 (unrestricted net position) is available to meet the Utilities' on-going obligations to its customers and creditors.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-Wide Financial Statements. The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of the City's assets, liabilities, and deferred inflows/outflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The statement of activities presents information showing how the City of Monroe's net position changed during the fiscal year ended December 31, 2020. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City include general government, judicial, public safety, public works, health and welfare, culture and recreation, and housing and development. The business-type activities of the City include utilities, solid waste and utility training academy.

The government-wide financial statements include not only the City of Monroe itself (known as the primary government), but also a legally separate Downtown Development Authority and Convention & Visitors Bureau for which the City of Monroe exercises control over these component units by appointing its members. Financial information for these component units is reported separately from the financial information presented for the primary government.

The government-wide financial statements can be found on pages 15 and 16 of this report.

Fund Financial Statements. The fund financial statements provide a more detailed look at the City's most significant activities. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City of Monroe, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into three categories: governmental funds, proprietary funds, and a fiduciary fund.

Governmental Funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City of Monroe maintains seven individual governmental funds. Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund and SPLOST Fund, which are considered major funds. Data from the other five governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these non-major governmental funds is provided in the form of combining statements on pages 63 and 64 of this report.

The City adopts an annual appropriated budget for its General, Special Revenue and Debt Service Funds. A budgetary comparison statement has been provided for the General Fund to demonstrate compliance with this budget and can be found on page 20 of this report. Budgetary comparisons for Special Revenue and Debt Service Funds can be found on pages 65-67 of this report.

Proprietary Funds. The City of Monroe maintains one type of proprietary fund. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The City uses enterprise funds to account for its utility, solid waste and training center operations. The Utility and Solid Waste funds are considered major. They are the same as those functions shown in the business-type activities in the Statement of Net Position and the Statement of Activities.

The City's proprietary fund financial statements are presented on pages 21-23.

Fiduciary Fund. The City of Monroe maintains one type of fiduciary fund to account for the custodial activities of the City's Municipal Court. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. The balance is excluded from the City's government-wide financial statements because the City cannot use the assets to finance its operations.

The City's fiduciary fund financial statements are presented on pages 24 and 25.

Notes to the Financial Statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 26-60 of this report.

Other Supplementary Information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the City of Monroe's progress in funding its obligation to provide pension benefits to its employees. Required supplementary information can be found on page 61 and 62 of this report.

Government-Wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of a government's financial condition. In the case of the City of Monroe, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$128,347,692 at the close of the most recent fiscal year.

By far the largest portion of the City's net position, \$90,693,042 (70.7%) reflects its investment in capital assets such as land, buildings, equipment and infrastructure (streets, bridges, sidewalks and utility service lines) less any related outstanding debt that was used to acquire those assets. The City uses these capital assets to provide a variety of services to its citizens; consequently, these assets are not available for future spending. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

The table on the following page summarizes the City's net position as of December 31, 2020 compared to the prior year end.

CITY OF MONROE, GEORGIA

Net Position

Fiscal Years 2020 and 2019

	Governmental		Business-Type		Total	
	Activities		Activities		Primary Government	
	2020	2019	2020	2019	2020	2019
Current and other assets	\$ 12,092,665	\$ 12,167,777	\$ 86,530,843	\$ 39,232,623	\$ 98,623,508	\$ 51,400,400
Capital assets	31,009,653	25,638,498	82,640,655	71,577,893	113,650,308	97,216,391
Total assets	<u>43,102,318</u>	<u>37,806,275</u>	<u>169,171,498</u>	<u>110,810,516</u>	<u>212,273,816</u>	<u>148,616,791</u>
Total deferred outflow s of resources	2,956,941	1,053,772	3,353,201	1,297,949	6,310,142	2,351,721
Long-term liabilities	13,033,968	10,115,608	69,612,942	17,309,401	82,646,910	27,425,009
Other liabilities	1,517,860	1,421,605	6,063,916	4,314,197	7,581,776	5,735,802
Total liabilities	<u>14,551,828</u>	<u>11,537,214</u>	<u>75,676,858</u>	<u>21,623,598</u>	<u>90,228,686</u>	<u>33,160,812</u>
Total deferred inflow s of resources	3,660	210,791	3,920	37,836	7,580	248,627
Net Position:						
Net investment in capital assets	25,489,636	22,930,759	65,203,406	58,967,998	90,693,042	81,898,757
Restricted	5,229,284	4,481,498	8,300,811	9,951,743	13,530,095	14,433,241
Unrestricted	784,851	(300,215)	23,339,704	21,527,290	24,124,555	21,227,075
Total net position	<u>\$ 31,503,771</u>	<u>\$ 27,112,042</u>	<u>\$ 96,843,921</u>	<u>\$ 90,447,031</u>	<u>\$ 128,347,692</u>	<u>\$ 117,559,073</u>

An additional portion of the City’s net position (10.5%) represents resources that are subject to external restrictions on how they may be used. Finally, the remaining balance of net position, classified as unrestricted net position, totals \$24,124,555 (18.8%) and may be used to meet the government’s ongoing obligations to citizens and creditors.

Although the net position in our business-type activities represents 75.5% of total net position, the City generally can only use these resources to finance the continuing operations of the business-type activities.

At the end of the current fiscal year, the City is able to report positive balances in all reported categories of net position. The overall net position of the City increased \$10,788,619 from the prior fiscal year. The reasons for this overall increase are discussed in the following sections for governmental activities and business-type activities.

CITY OF MONROE, GEORGIA

Changes in Net Position

Fiscal Years 2020 and 2019

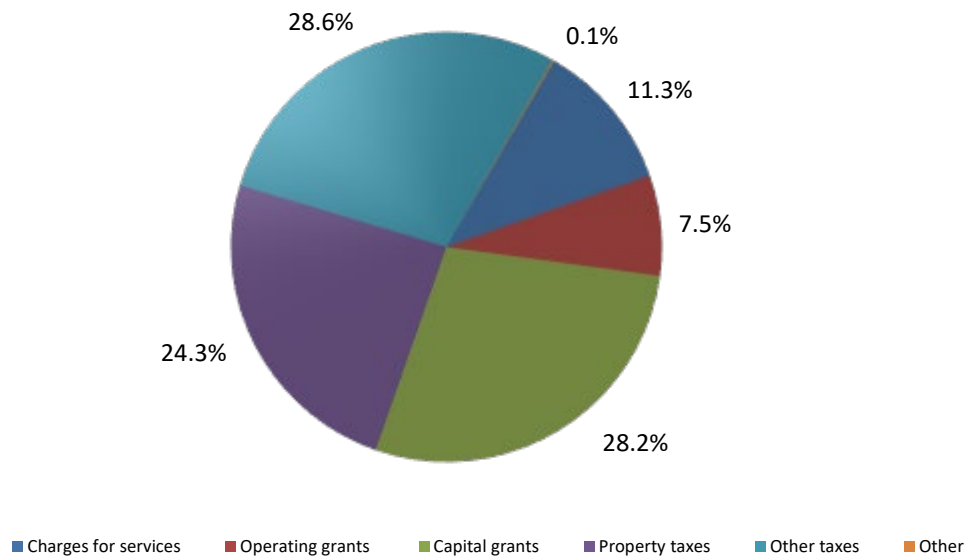
	Governmental		Business-type		Total	
	Activities		Activities		Primary Government	
	2020	2019	2020	2019	2020	2019
Revenues:						
Program revenues:						
Charges for services	\$ 1,817,223	\$ 1,846,193	\$ 46,994,871	\$ 48,376,158	\$ 48,812,094	\$ 50,222,351
Operating grants	1,217,152	640,872	-	-	1,217,152	640,872
Capital grants	4,544,584	4,096,477	4,119,604	283,684	8,664,188	4,380,161
General revenues:						
Property taxes	3,920,564	3,684,076	-	-	3,920,564	3,684,076
Other taxes	4,606,438	4,173,801	-	-	4,606,438	4,173,801
Other	21,623	55,803	339,291	687,025	360,914	742,828
Total revenues	<u>16,127,584</u>	<u>14,497,222</u>	<u>51,453,766</u>	<u>49,346,867</u>	<u>67,581,350</u>	<u>63,844,089</u>
Expenses:						
General government	1,721,026	1,657,185	-	-	1,721,026	1,657,185
Judicial	107,436	84,279	-	-	107,436	84,279
Public Safety	7,774,304	7,032,501	-	-	7,774,304	7,032,501
Public Works	1,629,163	2,302,320	-	-	1,629,163	2,302,320
Health and welfare	110,172	28,153	-	-	110,172	28,153
Culture and recreation	721,854	523,148	-	-	721,854	523,148
Housing and development	1,580,085	1,547,514	-	-	1,580,085	1,547,514
Interest on long-term debt	188,998	245,557	-	-	188,998	245,557
Utilities	-	-	37,126,841	35,171,102	37,126,841	35,171,102
Solid Waste	-	-	5,832,852	5,159,271	5,832,852	5,159,271
Total expenses	<u>13,833,038</u>	<u>13,420,657</u>	<u>42,959,693</u>	<u>40,330,373</u>	<u>56,792,731</u>	<u>53,751,030</u>
Increase (decrease) in net						
position before transfers	2,294,546	1,076,565	8,494,073	9,016,494	10,788,619	10,093,059
Transfers	<u>2,097,183</u>	<u>2,159,068</u>	<u>(2,097,183)</u>	<u>(2,159,068)</u>	<u>-</u>	<u>-</u>
Increase in net position	4,391,729	3,235,633	6,396,890	6,857,426	10,788,619	10,093,059
Net position, beginning	<u>27,112,042</u>	<u>23,876,409</u>	<u>90,447,031</u>	<u>83,589,605</u>	<u>117,559,073</u>	<u>107,466,014</u>
Net position, ending	<u>\$ 31,503,771</u>	<u>\$ 27,112,042</u>	<u>\$ 96,843,921</u>	<u>\$ 90,447,031</u>	<u>\$ 128,347,692</u>	<u>\$ 117,559,073</u>

Governmental Activities. Governmental activities increased the City of Monroe’s net position by \$4,391,729. Key elements of this increase are as follows:

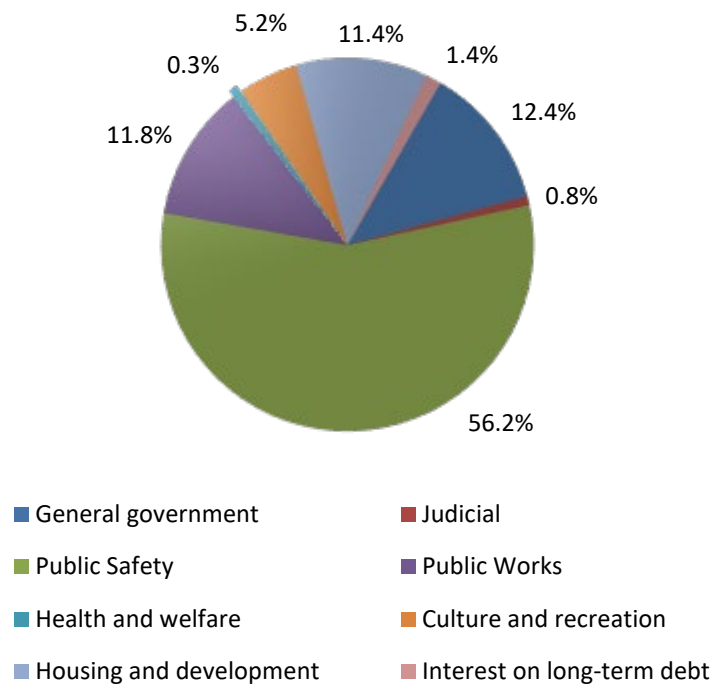
- Transfers in from business-type activities totaling \$2,097,183.
- Local Option Sales Tax totaling \$3,098,527.
- Various departments in the General Fund exceeding budget for revenues.

The following graphs show the breakdown by percentage of governmental revenues and expenses.

Governmental Revenues FY 2020



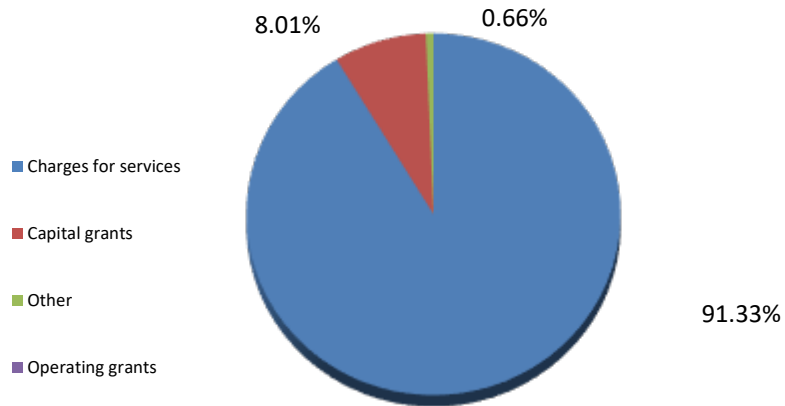
Governmental Expenses FY 2020



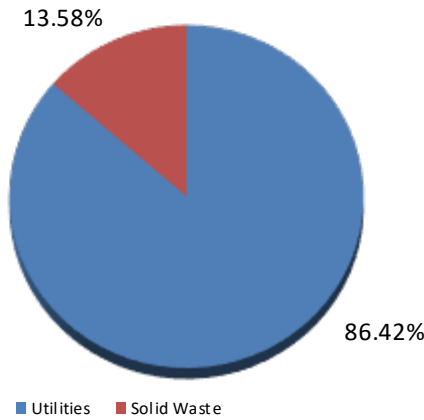
Business-Type Activities. Business-type activities increased the City of Monroe’s net position by \$6,396,890. Utilities Fund, largest of the City’s business-type activities, accounted for 86% of the operating expenses and approximately 87% of the operating revenues among business-type activities. Key elements are as follows:

- Increase in Solid Waste revenue due in part to the increase in solid waste service revenues.
- Slight decrease in Utility revenues due to decrease in sales of service of electricity & natural gas due to milder temperatures in summer & winter months.

Business-type Revenues FY 2020



Business-type Expenses FY 2020



Financial Analysis of Governmental Funds

As noted earlier, the City of Monroe uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds. The focus of the City of Monroe's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for discretionary use as they represent the portion of fund balance which has not yet been limited to use for a particular purpose by either an external party, the City itself, or a group or individual that has been delegated authority to assign resources for use for particular purposes by the Mayor and City Council.

The City's governmental funds reported combined fund balances of \$10,471,685, a slight increase of \$57,043 in comparison with the prior year. Approximately 47% of this amount (\$4,913,245) constitutes unassigned fund balance, which is available for spending at the City's discretion. The remainder of fund balance is nonspendable, restricted, committed, or assigned to indicate that it is 1) not in spendable form (\$115,806), 2) restricted for particular purposes (\$5,433,509), or 3) assigned for particular purposes (\$9,125).

The General Fund is the chief operating fund of the City of Monroe. At the end of the current fiscal year, the unassigned fund balance of the General Fund was \$4,913,245 of the total General Fund fund balance of \$5,038,079. As a measure of the General Fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total fund expenditures. Unassigned fund balance represents 37.5% of total General Fund expenditures, while total fund balance represents 38.5% of total General Fund expenditures.

The amount of nonspendable fund balance for the General Fund is made up of prepaid expenditures of \$115,806 or 2.3% of the General Fund's total fund balance.

Fund balance of the City of Monroe's General Fund increased by \$1,846,415 during the current fiscal year. A key factor in this increase was due to a decrease in liabilities by \$283,811, transfers in from other funds of \$2,645,444, intergovernmental revenues totaling \$1,274,207 and tax revenues totaling \$8,517,060.

Fund balance of the City of Monroe's SPLOST Fund increased by \$598,199 during the current fiscal year. A key factor in this increase was due to an overall decrease in expenditures of \$1,659,649 in 2020.

Total fund balance for nonmajor special revenue funds at year-end was \$155,603. This total had a net increase of \$87,432. Included above are the Forfeited Drug Fund & the Hotel/Motel Tax Fund. In the Forfeited Drug Fund, the increase of \$87,012 was primarily due to an increase in revenue from cases forfeited through the court system with funds restricted for law enforcement purposes from prior years. The Hotel/Motel Tax Fund showed a slight increase of only \$420. This fund accounts for local room taxes collected with the fund balance restricted for tourism in the City.

The debt service fund has a total fund balance of \$97, all of which is restricted for the payment of debt service. Fund Balance of the nonmajor governmental funds in total decreased \$2,387,571 from 2019, primarily due to capital outlay increase in the Urban Redevelopment Agency Fund (URA) related to bond proceeds received in 2019.

Proprietary Funds. The proprietary funds share the same focus as the government-wide statements, reporting both short-term and long-term information about financial status. This provides a perspective similar to that found in the private sector with its basis in accrual accounting and elimination or reclassification of activities between funds.

Unrestricted net position of the Utilities Fund at the end of the year amounted to \$22,323,397, the Solid Waste Fund amounted to \$1,016,307. The combined increase in total net position for these funds was \$6,396,890.

For the year, the total net position of the Utilities Fund increased by \$6,034,779, the Solid Waste Fund increased by \$362,111. Financial analysis in regards to these funds can be found in the business-type activities section. This gives a total increase in proprietary funds net position of \$6,396,890.

General Fund Budgetary Highlights

The City of Monroe’s General Fund budget is prepared according to Georgia Law and was amended as necessary by Council during the fiscal year. Primary differences between the original budget and the final amended budget for the General Fund are summarized as follows:

Revenues:

- Total budgeted revenues were amended from original to final budgets from \$9,841,589 to \$10,239,161, respectively.
- Actual revenues were \$1,365,613 more than final budgeted amounts.
- The largest variance comes from a significant increase in property tax collections, Local Option Sales Tax (LOST) collections & intergovernmental CARES funding.

Expenditures:

- Total budgeted expenditures increased from original to final budgets from \$12,576,341 to \$13,757,345, respectively.
- Total expenditures were \$660,955 less than final budgeted amounts.

A comparison on General Fund actual expenditures to budget can be found on page 20. The most significant variances in budget to actual within revenues came from a significant increase in property tax collections, LOST collections & intergovernmental CARES funding, for a total variance of \$1,365,613.

Capital Asset and Debt Administration

Capital Assets. The City of Monroe’s investment in capital assets for its governmental and business-type activities as of December 31, 2020, amounts to \$113,650,308 (net of accumulated depreciation). This investment in capital assets includes land, infrastructure, buildings and improvements, equipment, furniture & vehicles, and construction in progress.

Major capital asset events during the current fiscal year included the following:

Governmental type activities:

- Purchase of \$2,081,918 in machinery, equipment and vehicles.
- Donation of land totaling \$971,000.
- Construction in progress as of the end of the current fiscal year totaling approximately \$4,725,800.
- Disposals or sale of equipment, furniture or vehicles totaled \$461,261.

Business-type activities:

- Purchase of \$2,594,691 in specialized service installation equipment and vehicles.
- Construction in progress additions of \$11,422,657 in utility infrastructure & improvements.
- Construction in progress as of the end of the current fiscal year totaling \$12,097,418 for electric, gas, sewer, water and cable upgrades and projects.
- Donation of land, \$146,080.
- Disposals or sale of equipment, furniture or vehicles totaled \$117,531.

CITY OF MONROE, GEORGIA
Capital Assets
(net of depreciation)
Fiscal Years 2020 and 2019

	Governmental		Business-type		Total	
	Activities		Activities		Primary Government	
	2020	2019	2020	2019	2020	2019
Land	\$ 4,671,329	\$ 3,700,329	\$ 2,666,238	\$ 2,520,158	\$ 7,337,567	\$ 6,220,487
Infrastructure	12,981,667	7,780,364	41,289,854	41,599,412	54,271,521	49,379,776
Buildings and Improvements	6,800,001	6,939,434	18,564,492	18,963,925	25,364,493	25,903,359
Equipment, furniture & vehicles	1,830,856	1,269,309	8,022,653	6,126,597	9,853,509	7,395,906
Construction in progress	4,725,800	5,949,062	12,097,418	2,367,801	16,823,218	8,316,863
Total	\$ 31,009,653	\$ 25,638,498	\$ 82,640,655	\$ 71,577,893	\$ 113,650,308	\$ 97,216,391

Additional information on the capital assets can be found in the Notes to Financial Statements on pages 43 and 44 of this report.

Long-term Debt. As of December 31, 2020, the City of Monroe’s total long-term debt outstanding is \$67,879,569. The majority of this balance represents bonds secured solely by specified revenue sources (i.e., revenue bonds).

Outstanding Debt
General Obligation and Revenue Bonds
(net of premiums & discounts)
Fiscal Years 2020 and 2019

	Governmental		Business-type		Total	
	Activities		Activities		Primary Government	
	2020	2019	2020	2019	2020	2019
Revenue bonds	\$ 3,501,300	\$ 3,600,000	\$ 60,940,575	\$ 11,505,000	\$ 64,441,875	\$ 15,105,000
Financed purchases	947,942	468,202	-	-	947,942	468,202
Notes payable	1,275,000	1,350,000	1,214,752	1,322,748	2,489,752	2,672,748
Total	\$ 5,724,242	\$ 5,418,202	\$ 62,155,327	\$ 12,827,748	\$ 67,879,569	\$ 18,245,950

The City of Monroe’s total debt increased a net of \$51,780,064 during the current fiscal year. This increase is due to the inception of a new utility revenue bond.

State statutes limit the amount of general obligation debt a governmental entity may issue to 10% of its total assessed valuation. The current debt limitation for the City of Monroe is \$49.7 million. The City paid off the General Obligation bond in 2019. The City incurred a utility revenue bond in the amount of \$50 million in 2020 for water, sewer, gas & telecom projects.

The City of Monroe’s outstanding governmental activity debt or general obligation (GO) debt enjoys a favorable rating of A+ from Standard & Poor’s Rating Service. The City’s outstanding business-type activity debt or utility revenue bond debt is rated A- by Standard & Poor’s Rating Service and A2 by Moody’s Investors Service.

Additional information on the City of Monroe’s long-term debt can be found in the Notes to Financial Statements on pages 45-49.

Economic Factors and Next Year's Budgets and Rates

In 2020 the city encountered the pandemic crisis of COVID-19 as the rest of the world, however, the city showed continued signs of growth effects on property taxes, and other economic-related remittances such as sales taxes and permits. Although the City is seeing revenue and overall economic improvement, Council and the Finance Department are keen to carefully manage fund balances and to maintain an adequate amount of fund balance to meet debt obligations and help to mitigate against any future economic downturns.

The following indicators were taken into account when adopting the General Fund budget for 2021:

- Revenue from Local Option Sales Tax (LOST) collections was increased due to increased local shopping and growth.
- A slight increase in property tax was budgeted for 2020. Although the city adopted the full rollback rate of 7.588 mills, the increase in budgeted collections is contributed to new growth.
- Building Permit collections were slightly increased due to local growth.
- Cost of implementation of up to a 3% merit increase for employee salaries was included for a half year.
- Three positions were added in the Police division for fiscal year 2021, while seven vacant positions were unfunded city-wide.
- Implementation of the new SPLOST passed in 2018; budgeted an increase in collections for 2021.

Anticipated revenues in the General Fund 2021 budget are \$13.7 million which includes transfers and other financing sources, or approximately \$1 million more than the 2020 budget. The 2021 budget was developed and adopted before 2020 fiscal year-end and reflects conservative revenue figures.

Requests for Information

This financial report is designed to provide a general overview of City of Monroe's finances for all those with an interest in our government's finances. Questions concerning this report or requests for additional information may be addressed to:

Beth Thompson
Finance Director
City of Monroe
P.O. Box 1249
Monroe, GA 30655
770-267-7536

CITY OF MONROE, GEORGIA
STATEMENT OF NET POSITION
DECEMBER 31, 2020

	Primary Government			Component Units	
	Governmental Activities	Business-type Activities	Total	Downtown Development Authority	Convention & Visitors Bureau
ASSETS					
Cash and cash equivalents	\$ 10,224,969	\$ 9,157,453	\$ 19,382,422	\$ 238,840	\$ 18,908
Investments	-	16,805,736	16,805,736	-	-
Accounts receivable, net of allowances	298,162	4,661,989	4,960,151	8,492	13,376
Taxes receivable	344,080	-	344,080	-	-
Internal balances	247,980	(247,980)	-	-	-
Due from other governments	861,668	608,172	1,469,840	-	-
Inventories and prepaid items	115,806	967,536	1,083,342	-	-
Restricted assets:					
Cash and cash equivalents	-	52,998,695	52,998,695	-	-
Investments	-	1,579,242	1,579,242	-	-
Capital assets:					
Non-depreciable	9,397,129	14,763,656	24,160,785	-	-
Depreciable, net of accumulated depreciation	21,612,524	67,876,999	89,489,523	-	-
Total assets	43,102,318	169,171,498	212,273,816	247,332	32,284
DEFERRED OUTFLOWS OF RESOURCES					
Deferred charges on refunding	-	186,731	186,731	-	-
Pension related items	2,956,941	3,166,470	6,123,411	-	-
Total deferred outflows of resources	2,956,941	3,353,201	6,310,142	-	-
LIABILITIES					
Accounts payable	603,699	3,217,431	3,821,130	9,184	-
Retainage payable	245,555	423,875	669,430	-	-
Accrued liabilities	521,756	2,422,610	2,944,366	-	-
Unearned revenues	146,850	-	146,850	-	-
Long-term liabilities:					
Portion due or payable within one year:					
Compensated absences	505,698	590,939	1,096,637	-	-
Financed purchases	298,542	-	298,542	-	-
Notes payable	75,000	108,537	183,537	-	-
Bonds payable	401,000	1,570,000	1,971,000	-	-
Portion due or payable in more than one year:					
Compensated absences	391,727	-	391,727	-	-
Financed purchases	649,400	-	649,400	-	-
Notes payable	1,200,000	1,106,215	2,306,215	-	-
Bonds payable	3,100,300	59,370,575	62,470,875	-	-
Net pension liability	6,412,301	6,866,676	13,278,977	-	-
Total liabilities	14,551,828	75,676,858	90,228,686	9,184	-
DEFERRED INFLOWS OF RESOURCES					
Pension related items	3,660	3,920	7,580	-	-
Total deferred inflows of resources	3,660	3,920	7,580	-	-
NET POSITION					
Net investment in capital assets	25,489,636	65,203,406	90,693,042	-	-
Restricted for law enforcement	150,249	-	150,249	-	-
Restricted for debt service	-	277,896	277,896	-	-
Restricted for capital projects	5,074,619	8,022,915	13,097,534	-	-
Restricted for tourism	4,416	-	4,416	-	32,284
Unrestricted	784,851	23,339,704	24,124,555	238,148	-
Total net position	\$ 31,503,771	\$ 96,843,921	\$ 128,347,692	\$ 238,148	\$ 32,284

The accompanying notes are an integral part of these financial statements.

CITY OF MONROE, GEORGIA
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2020

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues</u>		
		<u>Charges for Services</u>	<u>Operating Grants and Contributions</u>	<u>Capital Grants and Contributions</u>
Primary government:				
Governmental activities:				
General government	\$ 1,721,026	\$ 915,960	\$ 60,961	\$ 971,000
Judicial	107,436	269,919	-	174,881
Public safety	7,774,304	129,367	1,107,949	132,130
Public works	1,629,163	31,811	-	2,062,848
Health and welfare	110,172	-	13,242	-
Culture and recreation	721,854	4,508	-	940,121
Housing and development	1,580,085	465,658	35,000	263,604
Interest on long-term debt	188,998	-	-	-
Total governmental activities	<u>13,833,038</u>	<u>1,817,223</u>	<u>1,217,152</u>	<u>4,544,584</u>
Business-type activities:				
Utilities	37,126,841	40,893,970	-	4,119,604
Solid waste	5,832,852	6,100,901	-	-
Total business-type activities	<u>42,959,693</u>	<u>46,994,871</u>	<u>-</u>	<u>4,119,604</u>
Total primary government	<u>\$ 56,792,731</u>	<u>\$ 48,812,094</u>	<u>\$ 1,217,152</u>	<u>\$ 8,664,188</u>
Component units:				
Downtown Development Authority	\$ 208,193	\$ 44,024	\$ 111,500	\$ -
Convention & Visitors Bureau	57,673	-	-	-
Total component units	<u>\$ 265,866</u>	<u>\$ 44,024</u>	<u>\$ 111,500</u>	<u>\$ -</u>

General revenues:
Property taxes
Sales taxes
Franchise taxes
Business taxes
Unrestricted investment earnings
Miscellaneous
Gain on sale of capital assets
Transfers
Total general revenues and transfers
Change in net position
Net position, beginning of year
Net position, end of year

The accompanying notes are an integral part of these financial statements.

Net (Expenses) Revenues and Changes in Net Position				
Primary Government			Component Units	
Governmental Activities	Business-type Activities	Total	Downtown Development Authority	Convention & Visitors Bureau
\$ 226,895	\$ -	\$ 226,895	\$ -	\$ -
337,364	-	337,364	-	-
(6,404,858)	-	(6,404,858)	-	-
465,496	-	465,496	-	-
(96,930)	-	(96,930)	-	-
222,775	-	222,775	-	-
(815,823)	-	(815,823)	-	-
(188,998)	-	(188,998)	-	-
<u>(6,254,079)</u>	<u>-</u>	<u>(6,254,079)</u>	<u>-</u>	<u>-</u>
-	7,886,733	7,886,733	-	-
-	268,049	268,049	-	-
-	8,154,782	8,154,782	-	-
<u>\$ (6,254,079)</u>	<u>\$ 8,154,782</u>	<u>\$ 1,900,703</u>	<u>\$ -</u>	<u>\$ -</u>
\$ -	\$ -	\$ -	\$ (52,669)	\$ -
-	-	-	-	(57,673)
<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (52,669)</u>	<u>\$ (57,673)</u>
\$ 3,920,564	\$ -	\$ 3,920,564	\$ -	\$ -
3,098,527	-	3,098,527	31,250	51,307
313,397	-	313,397	-	-
1,194,514	-	1,194,514	-	-
20,468	336,274	356,742	22,538	-
-	-	-	60,126	204
1,155	3,017	4,172	-	-
2,097,183	(2,097,183)	-	-	-
<u>10,645,808</u>	<u>(1,757,892)</u>	<u>8,887,916</u>	<u>113,914</u>	<u>51,511</u>
4,391,729	6,396,890	10,788,619	61,245	(6,162)
27,112,042	90,447,031	117,559,073	176,903	38,446
<u>\$ 31,503,771</u>	<u>\$ 96,843,921</u>	<u>\$ 128,347,692</u>	<u>\$ 238,148</u>	<u>\$ 32,284</u>

CITY OF MONROE, GEORGIA

BALANCE SHEET GOVERNMENTAL FUNDS DECEMBER 31, 2020

	General Fund	SPLOST Fund	Other Governmental Funds	Total Governmental Funds
ASSETS				
Cash	\$ 4,794,745	\$ 4,825,770	\$ 604,454	\$ 10,224,969
Taxes receivable	340,314	-	3,766	344,080
Accounts receivable	298,162	-	-	298,162
Due from other governments	531,854	329,814	-	861,668
Due from other funds	247,980	12,650	50,961	311,591
Prepaid items	115,806	-	-	115,806
Total assets	<u>\$ 6,328,861</u>	<u>\$ 5,168,234</u>	<u>\$ 659,181</u>	<u>\$ 12,156,276</u>
LIABILITIES				
Accounts payable	\$ 455,445	\$ 147,316	\$ 938	\$ 603,699
Retainage payable	-	-	245,555	245,555
Accrued liabilities	496,507	-	-	496,507
Due to other funds	63,611	-	-	63,611
Unearned revenue	146,850	-	-	146,850
Total liabilities	<u>1,162,413</u>	<u>147,316</u>	<u>246,493</u>	<u>1,556,222</u>
DEFERRED INFLOWS OF RESOURCES				
Unavailable revenue - property taxes	128,369	-	-	128,369
Total deferred inflows of resources	<u>128,369</u>	<u>-</u>	<u>-</u>	<u>128,369</u>
FUND BALANCES				
Fund balances:				
Nonspendable:				
Prepaid items	115,806	-	-	115,806
Restricted:				
Law enforcement	-	-	150,249	150,249
Capital projects	-	5,020,918	257,926	5,278,844
Tourism	-	-	4,416	4,416
Assigned:				
Public safety	9,028	-	-	9,028
Debt service	-	-	97	97
Unassigned	4,913,245	-	-	4,913,245
Total fund balances	<u>5,038,079</u>	<u>5,020,918</u>	<u>412,688</u>	<u>10,471,685</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 6,328,861</u>	<u>\$ 5,168,234</u>	<u>\$ 659,181</u>	

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not current financial resources and, therefore, are not reported in the funds.	31,009,653
Some receivables are not available to pay for current-period expenditures and, therefore, are reported as unavailable revenue in the funds.	128,369
Deferred outflows and inflows of resources as well as the net pension liability related to the City's pension plan are not expected to be liquidated with expendable available financial resources and, therefore, are not reported in the funds.	(3,459,020)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds.	<u>(6,646,916)</u>
Net position of governmental activities	<u>\$ 31,503,771</u>

The accompanying notes are an integral part of these financial statements.

CITY OF MONROE, GEORGIA
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2020

	General Fund	SPLOST Fund	Other Governmental Funds	Total Governmental Funds
Revenues				
Taxes	\$ 8,517,060	\$ -	\$ 51,726	\$ 8,568,786
Licenses and permits	408,082	-	-	408,082
Intergovernmental	1,274,207	2,666,138	-	3,940,345
Fines and forfeitures	269,919	-	121,543	391,462
Charges for services	808,257	-	-	808,257
Interest income	-	1,764	18,704	20,468
Miscellaneous	327,249	-	-	327,249
Total revenues	<u>11,604,774</u>	<u>2,667,902</u>	<u>191,973</u>	<u>14,464,649</u>
Expenditures				
Current:				
General government	1,225,749	-	-	1,225,749
Judicial	101,493	-	-	101,493
Public safety	8,002,681	-	34,531	8,037,212
Public works	1,355,845	27,377	-	1,383,222
Health and welfare	23,203	-	-	23,203
Culture and recreation	579,368	-	-	579,368
Housing and development	1,219,922	-	51,306	1,271,228
Capital outlay	-	1,976,813	2,493,707	4,470,520
Debt service:				
Principal retirements	421,278	56,114	-	477,392
Interest	166,851	9,399	-	176,250
Total expenditures	<u>13,096,390</u>	<u>2,069,703</u>	<u>2,579,544</u>	<u>17,745,637</u>
Excess (deficiency) of revenues over expenditures	<u>(1,491,616)</u>	<u>598,199</u>	<u>(2,387,571)</u>	<u>(3,280,988)</u>
Other financing sources (uses):				
Proceeds from sale of capital assets	1,155	-	-	1,155
Financed purchases	783,432	-	-	783,432
Transfers in	2,645,444	-	-	2,645,444
Transfers out	(92,000)	-	-	(92,000)
Total other financing sources, net	<u>3,338,031</u>	<u>-</u>	<u>-</u>	<u>3,338,031</u>
Net change in fund balances	1,846,415	598,199	(2,387,571)	57,043
Fund balances, beginning of year	<u>3,191,664</u>	<u>4,422,719</u>	<u>2,800,259</u>	<u>10,414,642</u>
Fund balances, end of year	<u>\$ 5,038,079</u>	<u>\$ 5,020,918</u>	<u>\$ 412,688</u>	<u>\$ 10,471,685</u>

The accompanying notes are an integral part of these financial statements.

CITY OF MONROE, GEORGIA

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES FOR THE YEAR ENDED DECEMBER 31, 2020

Amounts reported for governmental activities in the statement of activities are different because:

Net change in fund balances - total governmental funds	\$ 57,043
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlay exceeded depreciation in the current period.	4,123,852
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.	(41,784)
The net effect of various miscellaneous transactions involving capital assets (i.e. disposals and donations) is to increase net position.	1,247,303
The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. This amount is the net effect of these differences in the treatment of long-term debt and related items.	(306,040)
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.	<u>(688,645)</u>
Change in net position - governmental activities.	<u><u>\$ 4,391,729</u></u>

The accompanying notes are an integral part of these financial statements.

CITY OF MONROE, GEORGIA
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2020

	Budget		Actual	Variance With Final Budget
	Original	Final		
Revenues				
Taxes	\$ 7,641,050	\$ 7,756,620	\$ 8,517,060	\$ 760,440
Licenses and permits	342,650	341,750	408,082	66,332
Fines and forfeitures	475,000	475,000	269,919	(205,081)
Charges for services	711,600	712,500	808,257	95,757
Intergovernmental	404,481	666,484	1,274,207	607,723
Miscellaneous	266,808	286,807	327,249	40,442
Total revenues	<u>9,841,589</u>	<u>10,239,161</u>	<u>11,604,774</u>	<u>1,365,613</u>
Expenditures				
Current:				
General government:				
Legislative	261,141	261,140	176,146	84,994
Executive	319,028	319,028	303,168	15,860
General administration	151,966	151,966	149,761	2,205
Financial administration	297,703	400,632	371,393	29,239
Law	203,000	203,000	185,781	17,219
Internal audit	39,500	39,500	39,500	-
Total general government	<u>1,272,338</u>	<u>1,375,266</u>	<u>1,225,749</u>	<u>149,517</u>
Judicial:				
Municipal court	116,233	116,233	101,493	14,740
Total judicial	<u>116,233</u>	<u>116,233</u>	<u>101,493</u>	<u>14,740</u>
Public safety:				
Police	4,831,522	5,691,364	5,564,735	126,629
Fire	2,386,942	2,476,051	2,437,946	38,105
Total public safety	<u>7,218,464</u>	<u>8,167,415</u>	<u>8,002,681</u>	<u>164,734</u>
Public works:				
Highways and streets administration	1,475,655	1,475,655	1,355,845	119,810
Total public works	<u>1,475,655</u>	<u>1,475,655</u>	<u>1,355,845</u>	<u>119,810</u>
Health and welfare:				
Community center	32,850	33,125	23,203	9,922
Total health and welfare	<u>32,850</u>	<u>33,125</u>	<u>23,203</u>	<u>9,922</u>
Culture and recreation:				
Special facilities	458,383	458,383	451,877	6,506
Library	123,600	127,491	127,491	-
Total culture and recreation	<u>581,983</u>	<u>585,874</u>	<u>579,368</u>	<u>6,506</u>
Housing and development:				
Protective inspection administration	909,223	909,223	843,286	65,937
Planning and zoning	4,844	4,844	4,360	484
Economic development	501,580	501,580	372,276	129,304
Total housing and development	<u>1,415,647</u>	<u>1,415,647</u>	<u>1,219,922</u>	<u>195,725</u>
Debt service:				
Principal	315,637	421,279	421,278	1
Interest	147,534	166,851	166,851	-
Total debt service	<u>463,171</u>	<u>588,130</u>	<u>588,129</u>	<u>1</u>
Total expenditures	<u>12,576,341</u>	<u>13,757,345</u>	<u>13,096,390</u>	<u>660,955</u>
Deficiency of revenues over expenditures	<u>(2,734,752)</u>	<u>(3,518,184)</u>	<u>(1,491,616)</u>	<u>2,026,568</u>
Other financing sources (uses)				
Financed purchases	-	783,432	783,432	-
Proceeds from sale of capital assets	-	-	1,155	1,155
Transfers in	2,826,752	2,826,752	2,645,444	(181,308)
Transfers out	(92,000)	(92,000)	(92,000)	-
Total other financing sources (uses)	<u>2,734,752</u>	<u>3,518,184</u>	<u>3,338,031</u>	<u>(180,153)</u>
Net change in fund balances	-	-	1,846,415	1,846,415
Fund balance, beginning of year	<u>3,191,664</u>	<u>3,191,664</u>	<u>3,191,664</u>	<u>-</u>
Fund balance, end of year	<u>\$ 3,191,664</u>	<u>\$ 3,191,664</u>	<u>\$ 5,038,079</u>	<u>\$ 1,846,415</u>

The accompanying notes are an integral part of these financial statements.

CITY OF MONROE, GEORGIA
STATEMENT OF NET POSITION
PROPRIETARY FUNDS
DECEMBER 31, 2020

ASSETS	Utilities Fund	Solid Waste Fund	Totals
CURRENT ASSETS			
Cash and cash equivalents	\$ 7,484,476	\$ 1,672,977	\$ 9,157,453
Investments	16,805,736	-	16,805,736
Accounts receivable, net of allowances	4,333,337	328,652	4,661,989
Due from other governments	608,172	-	608,172
Due from other funds	-	336,413	336,413
Prepaid items	73,477	16,196	89,673
Inventories	877,863	-	877,863
	<u>30,183,061</u>	<u>2,354,238</u>	<u>32,537,299</u>
RESTRICTED ASSETS			
Cash and cash equivalents	52,998,695	-	52,998,695
Investments	1,579,242	-	1,579,242
	<u>54,577,937</u>	<u>-</u>	<u>54,577,937</u>
Total current assets	<u>84,760,998</u>	<u>2,354,238</u>	<u>87,115,236</u>
CAPITAL ASSETS			
Non-depreciable	14,608,626	155,030	14,763,656
Depreciable, net of accumulated depreciation	65,700,795	2,176,204	67,876,999
	<u>80,309,421</u>	<u>2,331,234</u>	<u>82,640,655</u>
Total assets	<u>165,070,419</u>	<u>4,685,472</u>	<u>169,755,891</u>
DEFERRED OUTFLOWS OF RESOURCES			
Deferred charges on refunding	186,731	-	186,731
Pension related items	2,630,964	535,506	3,166,470
	<u>2,817,695</u>	<u>535,506</u>	<u>3,353,201</u>
LIABILITIES			
CURRENT LIABILITIES			
Accounts payable	2,594,658	622,773	3,217,431
Accrued liabilities	159,743	20	159,763
Retainage payable	423,875	-	423,875
Compensated absences payable	505,726	85,213	590,939
Due to other funds	580,902	3,491	584,393
	<u>4,264,904</u>	<u>711,497</u>	<u>4,976,401</u>
CURRENT LIABILITIES PAYABLE FROM RESTRICTED ASSETS			
Revenue bonds payable - current	1,570,000	-	1,570,000
Notes payable - current	108,537	-	108,537
Customer deposits	2,096,310	-	2,096,310
Accrued interest	166,537	-	166,537
	<u>3,941,384</u>	<u>-</u>	<u>3,941,384</u>
Total current liabilities	<u>8,206,288</u>	<u>711,497</u>	<u>8,917,785</u>
NONCURRENT LIABILITIES			
Revenue bonds payable	59,370,575	-	59,370,575
Notes payable	1,106,215	-	1,106,215
Net pension liability	5,705,399	1,161,277	6,866,676
	<u>66,182,189</u>	<u>1,161,277</u>	<u>67,343,466</u>
Total noncurrent liabilities	<u>66,182,189</u>	<u>1,161,277</u>	<u>67,343,466</u>
Total liabilities	<u>74,388,477</u>	<u>1,872,774</u>	<u>76,261,251</u>
DEFERRED INFLOWS OF RESOURCES			
Pension related items	3,257	663	3,920
NET POSITION			
Net investment in capital assets	62,872,172	2,331,234	65,203,406
Restricted for capital projects	8,022,915	-	8,022,915
Restricted for debt service	277,896	-	277,896
Unrestricted	22,323,397	1,016,307	23,339,704
Total net position	<u>\$ 93,496,380</u>	<u>\$ 3,347,541</u>	<u>\$ 96,843,921</u>

The accompanying notes are an integral part of these financial statements.

CITY OF MONROE, GEORGIA
STATEMENT OF REVENUES, EXPENSES, AND
CHANGES IN NET POSITION
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2020

	Utilities Fund	Solid Waste Fund	Totals
OPERATING REVENUES			
Charges for sales and services	\$ 40,893,970	\$ 6,100,901	\$ 46,994,871
Total operating revenues	40,893,970	6,100,901	46,994,871
OPERATING EXPENSES			
Cost of sales and services	17,313,353	3,431,601	20,744,954
General operating expenses	15,443,515	2,173,546	17,617,061
Depreciation	2,872,961	227,705	3,100,666
Total operating expenses	35,629,829	5,832,852	41,462,681
Operating income	5,264,141	268,049	5,532,190
NON-OPERATING REVENUES (EXPENSES)			
Interest income	336,274	-	336,274
Gain on sale of capital assets	-	3,017	3,017
Interest and fiscal charges	(1,497,012)	-	(1,497,012)
Total non-operating revenues (expenses)	(1,160,738)	3,017	(1,157,721)
Income before capital contributions and transfers	4,103,403	271,066	4,374,469
Capital contributions	4,119,604	456,261	4,575,865
Transfers in	92,000	-	92,000
Transfers out	(2,280,228)	(365,216)	(2,645,444)
	1,931,376	91,045	2,022,421
Change in net position	6,034,779	362,111	6,396,890
Net position, beginning of year	87,461,601	2,985,430	90,447,031
Net position, end of year	\$ 93,496,380	\$ 3,347,541	\$ 96,843,921

The accompanying notes are an integral part of these financial statements.

CITY OF MONROE, GEORGIA
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2020

	Utilities Fund	Solid Waste Fund	Totals
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from customers and users	\$ 41,036,878	\$ 6,059,580	\$ 47,096,458
Payments to suppliers	(23,251,885)	(3,289,073)	(26,540,958)
Payments to employees	(8,374,629)	(1,879,946)	(10,254,575)
Net cash provided by operating activities	<u>9,410,364</u>	<u>890,561</u>	<u>10,300,925</u>
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES			
Transfers in from other funds	92,000	-	92,000
Transfers out to other funds	(2,280,228)	(365,216)	(2,645,444)
Net cash used in non-capital financing activities	<u>(2,188,228)</u>	<u>(365,216)</u>	<u>(2,553,444)</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES			
Purchase of capital assets	(9,761,446)	(538,288)	(10,299,734)
Principal payments on bonds	(1,540,000)	-	(1,540,000)
Principal payments on notes	(107,996)	-	(107,996)
Interest paid on long-term borrowings	(1,341,174)	-	(1,341,174)
Proceeds from sale of capital assets	-	3,017	3,017
Proceeds from issuance of bonds	43,700,000	-	43,700,000
Proceeds from issuance of bond premium	7,296,632	-	7,296,632
Receipt of intergovernmental revenues	671,195	-	671,195
Cash capital contributions	40,976	-	40,976
Net cash provided by (used in) capital and related financing activities	<u>38,958,187</u>	<u>(535,271)</u>	<u>38,422,916</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Interest received	336,274	-	336,274
Purchase of investments	(1,654,714)	-	(1,654,714)
Net cash used in investing activities	<u>(1,318,440)</u>	<u>-</u>	<u>(1,318,440)</u>
Net increase (decrease) in cash and cash equivalents	44,861,883	(9,926)	44,851,957
Cash and cash equivalents, beginning of year	15,621,288	1,682,903	17,304,191
Cash and cash equivalents, end of year	<u>\$ 60,483,171</u>	<u>\$ 1,672,977</u>	<u>\$ 62,156,148</u>
Classified as:			
Cash and cash equivalents	\$ 7,484,476	\$ 1,672,977	\$ 9,157,453
Restricted cash and cash equivalents	52,998,695	-	52,998,695
	<u>\$ 60,483,171</u>	<u>\$ 1,672,977</u>	<u>\$ 62,156,148</u>
RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES			
Operating income	\$ 5,264,141	\$ 268,049	\$ 5,532,190
Adjustments to reconcile operating income to net cash provided by operating activities:			
Depreciation expense	2,872,961	227,705	3,100,666
Change in assets and liabilities:			
Increase in accounts receivable	(13,551)	(41,321)	(54,872)
Increase in due from other governments	(596,630)	-	(596,630)
Decrease in due from other funds	11,500	364,101	375,601
(Increase) decrease in prepaid items	(5,811)	794	(5,017)
Increase in inventories	(161,173)	-	(161,173)
Increase in deferred outflows of resources for pension items	(1,735,274)	(351,100)	(2,086,374)
Increase in accounts payable	1,099,758	329,781	1,429,539
Increase (decrease) in accrued liabilities	20,149	(2,201)	17,948
Increase in customer deposits	156,459	-	156,459
Increase (decrease) in compensated absences payable	98,775	(10,908)	87,867
Increase (decrease) in due to other funds	21,095	(370,553)	(349,458)
Increase in net pension liability	2,406,084	482,011	2,888,095
Decrease in deferred inflows of resources for pension items	(28,119)	(5,797)	(33,916)
Net cash provided by operating activities	<u>\$ 9,410,364</u>	<u>\$ 890,561</u>	<u>\$ 10,300,925</u>
NON CASH CAPITAL AND RELATED FINANCING ACTIVITIES			
Donated capital assets from governmental activities	\$ -	\$ 456,261	\$ 456,261
Contributions of capital assets	3,407,433	-	3,407,433

The accompanying notes are an integral part of these financial statements.

CITY OF MONROE, GEORGIA
STATEMENT OF FIDUCIARY NET POSITION
CUSTODIAL FUNDS
DECEMBER 31, 2020

	<u>Municipal Court Fund</u>
ASSETS	
Cash	\$ 299,950
Total assets	<u>299,950</u>
LIABILITIES	
Due to others	\$ 9,723
Total liabilities	<u>9,723</u>
NET POSITION	
Restricted for individuals, organizations, and other governments	<u>\$ 290,227</u>

The accompanying notes are an integral part of these financial statements.

CITY OF MONROE, GEORGIA
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
CUSTODIAL FUNDS
YEAR ENDED DECEMBER 31, 2020

	Municipal Court Fund
ADDITIONS	
Fines and fees collected	\$ 119,936
Total additions	119,936
DEDUCTIONS	
Fines and fees disbursed	64,270
Total deductions	64,270
Change in net position	55,666
NET POSITION	
Beginning of year	234,561
End of year	\$ 290,227

The accompanying notes are an integral part of these financial statements.

**CITY OF MONROE, GEORGIA
NOTES TO FINANCIAL STATEMENTS
DECEMBER 31, 2020**

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the City of Monroe, Georgia (the “City”) have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the City's accounting policies are described below.

A. Reporting Entity

Incorporated in 1821, under the laws of the State of Georgia, the City of Monroe is governed by a nine member Mayor/Council form of government. The mayor is elected to a four-year term, and council members are elected to staggered four-year terms. The Mayor serves as the Chief Executive Officer and the other eight council members serve on a part-time basis. The Mayor is assisted by a city administrator to handle the daily operations of the City.

The City's major operations include public safety, fire protection, public works maintenance, utility services and general administrative services. In addition, the City exercises sufficient control over other governmental authorities that are included as part of the City's reporting entity.

The accompanying financial statements present the City and its component units, entities for which the City is considered to be financially accountable and can impose its will. The discretely presented component units are reported in separate columns in the government-wide financial statements to emphasize that they are legally separate from the City.

The Downtown Development Authority was activated by resolution in 1985 to promote and further develop trade, commerce, industry and employment opportunities within the City of Monroe, Georgia. It operates under an eight member board appointed by the City, one of which is a member of the City Council. The City has the ability to impose its will on the Authority. The Authority does not issue separate financial statements and is included as a discretely presented component unit in the City's financial report.

The Monroe Area Convention and Visitors Bureau Authority was activated by resolution in 2008 to promote and further develop trade and tourism opportunities within the City of Monroe, Georgia. It operates under an eight member board appointed by the City, one of which is a member of the City Council. The City has the ability to impose its will on the Convention and Visitors Bureau. The Convention and Visitors Bureau does not issue separate financial statements and is included as a discretely presented component unit in the City's financial report.

NOTES TO FINANCIAL STATEMENTS

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

A. Reporting Entity (Continued)

The Urban Redevelopment Authority was activated by resolution in 2018 to promote and further develop trade and tourism opportunities within the City of Monroe, Georgia. It operates under an eight-member board appointed by the Mayor and approved by the City Council. The City has the ability to impose its will on the Authority. The Authority does not issue separate financial statements and is included as a blended component unit in the City's financial report.

B. Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government and its component units. Governmental activities, which are normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. Likewise, the primary government is reported separately from the legally separate component units for which the primary government is financially accountable. The statement of net position will include non-current assets and non-current liabilities. In addition, the government-wide statement of activities reflects depreciation expense on the City's capital assets.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not considered program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

C. Measurement Focus, Basis of Accounting and Basis of Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

NOTES TO FINANCIAL STATEMENTS

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Measurement Focus, Basis of Accounting and Basis of Presentation (Continued)

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within sixty days of the end of the current fiscal period. Expenditures are generally recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes received up to sixty days after year end, sales taxes, franchise taxes, licenses, intergovernmental grants, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the City.

In accordance with GASB Statement No. 33, "Accounting and Financial Reporting for Non-exchange Transactions," the corresponding assets (receivables) in non-exchange transactions are recognized in the period in which the underlying exchange occurs, when an enforceable legal claim has arisen, when all eligibility requirements have been met, or when resources are received, depending on the revenue source.

The City reports the following major governmental funds:

The **General Fund** is the City's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The **SPLOST Fund** is used to account for the one percent Special Purpose Local Option Tax (SPLOST) funds collected by Walton County and disbursed to the City. The funds are used for specific capital projects as approved by voter referendum.

NOTES TO FINANCIAL STATEMENTS

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

C. Measurement Focus, Basis of Accounting and Basis of Presentation (Continued)

The City reports the following major proprietary funds:

The **Utilities Fund** accounts for the operation and maintenance of the City's water and sewer, gas, electric, and cable utility services.

The **Solid Waste Fund** accounts for the operation and maintenance of the City's transfer station and solid waste disposal.

Additionally, the City reports the following fund types:

The **Special Revenue Funds** account for revenue sources that are restricted or committed to expenditure for specific purposes.

The **Capital Project Funds** account for and report financial resources that are restricted, committed or assigned to expenditures for capital outlays, including the acquisition or construction of facilities or other capital assets.

The **Debt Service Fund** accounts for the accumulation of resources and payments made of principal and interest on the City's debt.

The **Custodial Fund** is used to account for assets held by the City's Municipal Court until they can be disbursed to other parties.

As a general rule the effect of interfund activity has been eliminated from the government-wide financial statements with the exception of interfund services provided and used.

Amounts reported as program revenues include: 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish *operating* revenues and expenses from *non-operating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise funds are charges for goods and services provided. Operating expenses of the enterprise funds include the cost of these goods and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

NOTES TO FINANCIAL STATEMENTS

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

D. Budgets

Annual appropriated budgets are adopted for all governmental funds, with the exception of capital projects funds for which project length budgets are adopted. Budgets are adopted on a modified accrual basis, which is consistent with generally accepted accounting principles for governmental funds. All appropriations lapse at fiscal year-end. Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of resources are recorded to reserve that portion of the applicable appropriation, is used in the City's general fund. Encumbrances outstanding at year end are reported as committed or assigned fund balance since they do not constitute expenditures or liabilities. There were no outstanding encumbrances at December 31, 2020.

E. Deposits and Investments

The City's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

The City's nonparticipating interest earning investment contracts are recorded at cost. The remaining investments are recorded at fair value. Increases or decreases in the fair value during the year are recognized as a component of interest income.

F. Receivables and Payables

Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year as well as all other outstanding balances between funds is reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

G. Inventories

The costs of governmental fund type inventories (which are not significant to the City) are recorded as expenditures when purchased rather than when consumed (purchase method). Inventories of the proprietary funds are valued at cost using the first-in/first-out (FIFO) method.

NOTES TO FINANCIAL STATEMENTS

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

H. Prepaid Items

Payments made to vendors for services that will benefit periods beyond December 31, 2020, are recorded as prepaid items in both government-wide and fund financial statements. The City accounts for prepaid items using the consumption method (i.e., the cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased).

I. Capital Assets

Capital assets, which include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items), are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the City as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. The City capitalizes intangible assets with an initial, individual cost of more than \$100,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated acquisition value at the date of donation. The City has elected to capitalize all general infrastructure assets regardless of the acquisition date and has used the estimated historical cost to value these assets.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Capital assets of the City are depreciated using the straight line method over the following estimated useful lives:

<u>Asset Class</u>	<u>Estimated Useful Life</u>
Infrastructure	15-50
Buildings and improvements	20-50
Vehicles	5
Furniture and fixtures	10
Machinery and equipment	5-15

J. Restricted Assets

Certain proceeds of enterprise fund revenue bonds, as well as certain resources set aside for their repayment, are classified as restricted assets on the statement of net position because their use is limited by applicable bond covenants. The "revenue bond current debt service" account is used to segregate resources accumulated for debt service payments over the next twelve months. In addition, the City has a certificate of deposit account that is used to cover any customer deposit refunds for utilities services.

NOTES TO FINANCIAL STATEMENTS

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

K. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The deferred charge on refunding reported in the proprietary fund statement of net position qualifies for reporting in this category. A deferred charge on refunding results from the difference in the carrying value of refunded debt and its reacquisition price. This amount is deferred and amortized over the shorter of the life of the refunded debt or the refunding debt.

In addition to liabilities, the financial statements will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The City has one type of item that qualifies for reporting in this category. The governmental funds balance sheet reports unavailable revenues from property taxes as these amounts are deferred and will be recognized as an inflow of resources in the period in which the amounts become available under the modified accrual basis of accounting.

The City also has deferred inflows and outflows related to the recording of changes in its net pension liability. Certain changes in the net pension liability are recognized as pension expense over time instead of all being recognized in the year of occurrence. Experience gains or losses result from periodic studies by the City's actuary which adjust the net pension liability for actual experience for certain trend information that was previously assumed, for example the assumed dates of retirement of plan members. These experience gains or losses are recorded as deferred outflows of resources or deferred inflows of resources and are amortized into pension expense over the expected remaining service lives of plan members. Changes in actuarial assumptions which adjust the net pension liability are also recorded as deferred outflows of resources or deferred inflows of resources and are amortized into pension expense over the expected remaining service lives of plan members. The difference between projected investment return on pension investments and actual return on those investments is also deferred and amortized against pension expense over a five year period. Additionally, any contributions made by the City to the pension plan before year end but subsequent to the measurement date of the City's net pension liability are reported as deferred outflows of resources. These contributions will reduce the net pension liability in the subsequent period.

NOTES TO FINANCIAL STATEMENTS

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

L. Compensated Absences

It is the City's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. There is no liability for non-vesting accumulated rights to receive sick pay benefits since the City does not have a policy to pay any amounts when employees separate from service with the City. All vacation pay is accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

M. Long-Term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type statement of net position. Bond premiums and discounts are deferred and amortized over the term of the bonds using the effective interest method. Bonds payable are reported net of the applicable discount or premium. Issuance costs are expensed in the period in which they are incurred.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

N. Fund Equity

Fund equity at the governmental fund financial reporting level is classified as "fund balance." Fund equity for all other reporting is classified as "net position."

Fund Balance – Generally, fund balance represents the difference between the assets and liabilities and deferred inflows of resources under the current financial resources management focus of accounting. In the fund financial statements, governmental funds report fund balance classifications that comprise a hierarchy based primarily on the extent to which the City is bound to honor constraints on the specific purpose for which amounts in those funds can be spent.

NOTES TO FINANCIAL STATEMENTS

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

N. Fund Equity (Continued)

Fund balances are classified as follows:

Nonspendable – Fund balances are reported as nonspendable when amounts cannot be spent because they are either (a) not in spendable form (i.e., items that are not expected to be converted to cash) or (b) legally or contractually required to be maintained intact.

Restricted – Fund balances are reported as restricted when they include amounts that can be spent only for the specific purposes stipulated by the constitution, external resource providers, or through enabling legislation.

Committed – Fund balances are reported as committed when they include amounts that can be used only for the specific purposes determined by a formal action (passage of a resolution) of the City Council. Furthermore, a resolution of the City Council is also required to rescind the commitment of fund balance.

Assigned – Fund balances are reported as assigned when they include amounts intended to be used by the City for specific purposes but do not meet the criteria to be classified as restricted or committed. In governmental funds other than the general fund, assigned fund balance represents the remaining amount that is not restricted or committed. The resolution passed by the City Council which adopted the City's fund balance policy has delegated the Finance Director the authority to assign amounts to be used for specific purposes.

Unassigned – Fund balances are reported as unassigned as the residual classification for the City's general fund and includes all spendable amounts not contained in the other classifications. The General Fund is the only fund of the City that may report a positive unassigned fund balance. Deficits in fund balance in other funds will be reported as unassigned.

The City has established a minimum fund balance policy in the General Fund for working capital purposes to eliminate cash flow issues, cover the cost of expenditures caused by unforeseen emergencies, cover shortfalls caused by revenue declines, and to eliminate any short-term borrowing for cash flow purposes. The City will maintain the equivalent of approximately two (2) months of operating and debt service expenditures, including transfers to other funds, which amounts to approximately 17% of budgeted General Fund expenditures.

NOTES TO FINANCIAL STATEMENTS

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

N. Fund Equity (Continued)

Flow Assumptions – When both restricted and unrestricted amounts of fund balance are available for use for expenditures incurred, it is the City’s policy to use restricted amounts first and then unrestricted amounts as they are needed. For unrestricted amounts of fund balance, it is the City’s policy to use fund balance in the following order: (1) Committed, (2) Assigned, (3) Unassigned.

Net Position – Net position represents the difference between assets, deferred outflows of resources, liabilities, and deferred inflows of resources in reporting which utilizes the economic resources measurement focus. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowing used (i.e., the amount that the City has spent) for the acquisition, construction or improvement of those assets. Net position is reported as restricted using the same definition as used for restricted fund balance as described in the section above. All other net position is reported as unrestricted.

The City applies restricted resources first when an expense is incurred for purposes for which both restricted and unrestricted net position is available.

O. Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the City of Monroe Retirement Plan (the “Plan”) and additions to/deductions from the Plan’s fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

P. Management Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amount of revenues and expenditures/expenses during the period. Actual results could differ from those estimates.

NOTES TO FINANCIAL STATEMENTS

NOTE 2. RECONCILIATION OF GOVERNMENT-WIDE FINANCIAL STATEMENTS AND FUND FINANCIAL STATEMENTS

A. Explanation of Certain Differences Between the Governmental Fund Balance Sheet and the Government-wide Statement of Net Position

The governmental fund balance sheet includes a reconciliation between fund balance – total governmental funds and net position – governmental activities as reported in the government-wide statement of net position. One element of that reconciliation explains that “deferred outflows and inflows of resources as well as the net pension liability related to the City’s pension plan are not expected to be liquidated with expendable available financial resources and, therefore, are not reported in the funds.” The details of this \$3,459,020 difference are as follows:

Deferred outflows of resources - pension related items	\$ 2,956,941
Deferred inflows of resources - pension related items	(3,660)
Net pension liability	<u>(6,412,301)</u>
Net adjustment to reduce <i>fund balances - total governmental funds</i> to arrive at <i>net position - governmental activities</i>	<u><u>\$ (3,459,020)</u></u>

Another element of that reconciliation explains that “long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds.” The details of this \$6,646,916 difference are as follows:

Revenue bonds payable	\$ (3,501,300)
Notes payable	(1,275,000)
Financed purchases payable	(947,942)
Accrued interest payable	(25,249)
Compensated absences	<u>(897,425)</u>
Net adjustment to reduce <i>fund balances - total governmental funds</i> to arrive at <i>net position - governmental activities</i>	<u><u>\$ (6,646,916)</u></u>

NOTES TO FINANCIAL STATEMENTS

NOTE 2. RECONCILIATION OF GOVERNMENT-WIDE FINANCIAL STATEMENTS AND FUND FINANCIAL STATEMENTS (CONTINUED)

B. Explanation of Certain Differences Between the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances and the Government-wide Statement of Activities

The governmental fund statement of revenues, expenditures, and changes in fund balances includes a reconciliation between *net changes in fund balances – total governmental funds* and *changes in net position of governmental activities* as reported in the government-wide statement of activities. One element of that reconciliation explains that “Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their useful lives and reported as depreciation expense.” The details of this \$4,123,852 difference are as follows:

Capital outlay	\$ 5,320,924
Depreciation expense	<u>(1,197,072)</u>
Net adjustment to increase <i>net changes in fund balances - total governmental funds</i> to arrive at <i>changes in net position of governmental activities</i>	<u>\$ 4,123,852</u>

Another element of that reconciliation explains that “The net effect of various miscellaneous transactions involving capital assets (i.e. disposals and donations) is to increase net position.” The details of this \$1,247,303 difference are as follows:

The effect of disposal transaction involving capital assets is to decrease net position.	\$ (456,261)
Donations of capital assets increase net position in the statement of activities, but do not appear in the governmental funds because they are not financial resources.	<u>1,703,564</u>
Net adjustment to increase <i>net changes in fund balances - total governmental funds</i> to arrive at <i>changes in net position of governmental activities</i>	<u>\$ 1,247,303</u>

NOTES TO FINANCIAL STATEMENTS

NOTE 2. RECONCILIATION OF GOVERNMENT-WIDE FINANCIAL STATEMENTS AND FUND FINANCIAL STATEMENTS (CONTINUED)

B. Explanation of Certain Differences Between the Governmental Fund Statement of Revenues, Expenditures, and Changes in Fund Balances and the Government-wide Statement of Activities (Continued)

Another element of that reconciliation explains that "The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has an effect on net position. This amount is the net effect of these differences in the treatment of long-term debt and related items." The details of this \$306,040 difference are as follows:

Principal repayments:	\$	
Revenue bonds		98,700
Financed purchases		303,692
Notes		75,000
Financed purchase		<u>(783,432)</u>
Net adjustment to increase <i>net changes in fund balances - total governmental funds</i> to arrive at <i>changes in net position of governmental activities</i>	\$	<u><u>(306,040)</u></u>

The final element of that reconciliation explains that "Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds." The details of this \$688,645 difference are as follows:

Compensated absences	\$	(81,640)
Accrued interest		(12,748)
Pension expense		<u>(594,257)</u>
Net adjustment to decrease <i>net changes in fund balances - total governmental funds</i> to arrive at <i>changes in net position of governmental activities</i>	\$	<u><u>(688,645)</u></u>

NOTES TO FINANCIAL STATEMENTS

NOTE 3. LEGAL COMPLIANCE – BUDGETS

A. Budgets and Budgetary Accounting

The City of Monroe, Georgia employs the following procedures in establishing its annual budget:

- 1. Prior to January 1, the City Administrator submits to the Mayor and City Council a proposed operating budget for the fiscal year commencing on January 1. The operating budget includes proposed expenditures and the means for financing them.
2. The City Council holds a public hearing on the budget, giving notice thereof at least ten days in advance by publication in the official organ of the City of Monroe, Georgia.
3. The budget is then revised and adopted or amended by the City Council at a subsequent regular meeting in the year to which it applies and within forty-five days following January 1.
4. The adopted budget may be revised during the year only by formal action of the City Council in a regular meeting and no increase shall be made therein without provision also being made for financing same, for anything above the legal level of budgetary control, which is the department level. However, transfers within a department may be made within any fund without council approval. The final budget amounts shown in these financial statements reflect amendments approved by the City Council.

B. Excess of Expenditures over Appropriations

For the year ended December 31, 2020, expenditures exceeded appropriations in the housing and development department within the Hotel/Motel Tax Fund by \$8,306. Expenditures in excess of appropriations were funded by greater than anticipated revenues.

NOTE 4. DEPOSITS AND INVESTMENTS

Total deposits and investments as of December 31, 2020 are summarized as follows:

Amounts as presented on the entity wide statement of net position:

Table with 2 columns: Description and Amount. Rows include Cash and cash equivalents, Investments, Restricted cash and cash equivalents, Restricted investments, Cash - custodial fund, Total, Deposits with financial institutions, Local government investment pool - Georgia Fund 1, Fidelity Treasury Portfolio, and Investments in the Municipal Competitive Trust.

NOTES TO FINANCIAL STATEMENTS

NOTE 4. DEPOSITS AND INVESTMENTS (CONTINUED)

At December 31, 2020, the City had the following investments:

Investment	Weighted Average Maturities	Balance
Municipal Competitive Trust - Short-term	58 days	\$ 5,857,881
Municipal Competitive Trust - Intermediate	525 days	3,002,051
Municipal Competitive Trust - Intermediate Extended Maturity	2.99 years	7,945,804
Certificate of deposit	12 months	1,579,242
Total		<u>\$ 18,384,978</u>

Credit risk: State statutes authorize the City to invest in U.S. Government obligations; U.S. Government agency (or other corporation of the U.S. Government) obligations; obligations fully insured or guaranteed by the U.S. Government or a U.S. Government agency; obligations of the State of Georgia or other states; obligations of other counties, municipal corporations, and political subdivisions of the State of Georgia, negotiable certificates of deposit issued by any bank or trust company organized under the laws of any state of the United States of America; prime bankers' acceptances; repurchase agreements; and pooled investment programs sponsored by the State of Georgia for the investment of local government funds. The City's investments in the Municipal Competitive Trust were not rated.

The local government investment pool, "Georgia Fund 1", created by OCGA 36-83-8, is a stable asset value investment pool, which follows Standard and Poor's criteria for AAAs rated money market funds and is regulated by the Georgia Office of the State Treasurer. The pool is not registered with the SEC as an investment company. The pool's primary objectives are safety of capital, investment income, liquidity and diversification while maintaining principal (\$1 per share). The asset value is calculated weekly to ensure stability. The pool distributes earnings (net of management fees) on a monthly basis and determines participants' shares sold and redeemed based on \$1 per share. The pool also adjusts the value of its investments to fair value as of year-end and the City's investment in the Georgia Fund 1 is reported at fair value. The City considers amounts held in Georgia Fund 1 as cash equivalents for financial statement presentation. As of December 31, 2020, the weighted-average maturity of the pool was 54 days.

The Fidelity Treasury Portfolio trades exclusively in short term cash equivalents and U.S. Treasury securities and is rated AAAs by Standard & Poor's criteria. As of December 31, 2020, the weighted-average maturity of the fund was 50 days.

NOTES TO FINANCIAL STATEMENTS

NOTE 4. DEPOSITS AND INVESTMENTS (CONTINUED)

Fair Value Measurements: The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs. The City's only investments that are required to be disclosed in the fair value hierarchy are its holdings in the Municipal Competitive Trust, which are considered to be Level 2 investments. These investments are valued using comparative observable input market data, including, but not limited to: benchmark yields or yield curves; historic sector, security, or issuer relative pricing; observed or reported trades of like assets broker dealer quotes; or quantitative pricing models using any or all of these market data.

The City's certificate of deposit is a nonparticipating interest-earning investment contract and, accordingly, is recorded at cost.

The Georgia Fund 1 is an investment pool which does not meet the criteria of GASB Statement No. 79 and is thus valued at fair value in accordance with GASB Statement No. 31. As a result, the City does not disclose the investment in the Georgia Fund 1 within the fair value hierarchy.

The Fidelity Treasury Portfolio is a money market mutual fund and is classified in level 1 of the hierarchy. It is valued using prices quoted in active markets for the exact same money market mutual funds.

Interest rate risk: The City does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Custodial credit risk: Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. State statutes and City policy require all deposits and investments (other than federal or state government instruments) to be collateralized by depository insurance or pledged securities. Amounts that exceed standard depository insurance limits are required to be collateralized either (1) individually by the financial institutions through pledged obligations of the U.S. Government, obligations backed by the full faith and credit of the U.S. Government, obligations of the State of Georgia or other states, or obligations of counties, municipalities, or public authorities of the State of Georgia, or (2) participation in the State of Georgia Secure Deposit Program. As of December 31, 2020, the City had deposits with two (2) financial institutions collateralized by the State of Georgia Secure Deposit Program, which is administered by the Office of the State Treasurer and requires participating banks holding deposits of public funds to pledge collateral at varying rates depending on tier assigned by the State. Additionally, the City had deposits with one (1) financial institution that were collateralized by pledged securities, as defined above, such that all of the City's bank balances were insured and/or collateralized as defined by GASB and required by State statutes.

NOTES TO FINANCIAL STATEMENTS

NOTE 5. RECEIVABLES

Property taxes are levied on property values assessed as of January 1. The Walton County Tax Commissioner bills and collects the City's property taxes. The taxes are levied by August 1 based on the assessed value of property as listed on the previous January 1 and are due on November 15 of each year.

The billings are considered past due on November 16, at which time the applicable property is subject to lien and penalties and interest are assessed.

Property taxes are recorded as receivables and deferred inflows of resources in the General Fund when assessed and revenues are recognized when available.

Receivables at December 31, 2020, for the City's individual major funds and nonmajor funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	<u>General</u>	<u>SPLOST</u>	<u>Utilities</u>	<u>Solid Waste</u>	<u>Nonmajor Governmental Funds</u>
Receivables:					
Taxes	\$ 340,314	\$ -	\$ -	\$ -	\$ 3,766
Accounts	298,162	-	4,446,786	328,652	-
Due from other governments	531,854	329,814	608,172	-	-
Less allowance for uncollectible	-	-	113,449	-	-
Net total receivable	<u>\$ 1,170,330</u>	<u>\$ 329,814</u>	<u>\$ 4,941,509</u>	<u>\$ 328,652</u>	<u>\$ 3,766</u>

NOTES TO FINANCIAL STATEMENTS

NOTE 6. CAPITAL ASSETS

Capital asset activity for the year ended December 31, 2020 is as follows:

	<u>Beginning Balance</u>	<u>Increases</u>	<u>Decreases</u>	<u>Transfers</u>	<u>Ending Balance</u>
Governmental activities:					
Capital assets, not being depreciated:					
Land	\$ 3,700,329	\$ 971,000	\$ -	\$ -	\$ 4,671,329
Construction in progress	5,949,062	3,971,570	-	(5,194,832)	4,725,800
Total	<u>9,649,391</u>	<u>4,942,570</u>	<u>-</u>	<u>(5,194,832)</u>	<u>9,397,129</u>
Capital assets, being depreciated:					
Infrastructure	26,877,537	732,563	-	4,928,187	32,538,287
Buildings and improvements	13,797,557	-	-	266,645	14,064,202
Equipment, furniture & vehicles	6,645,404	1,349,355	(461,261)	-	7,533,498
Total	<u>47,320,498</u>	<u>2,081,918</u>	<u>(461,261)</u>	<u>5,194,832</u>	<u>54,135,987</u>
Less accumulated depreciation for:					
Infrastructure	(19,097,173)	(459,447)	-	-	(19,556,620)
Buildings and improvements	(6,858,123)	(406,078)	-	-	(7,264,201)
Equipment, furniture & vehicles	(5,376,095)	(331,547)	5,000	-	(5,702,642)
Total	<u>(31,331,391)</u>	<u>(1,197,072)</u>	<u>5,000</u>	<u>-</u>	<u>(32,523,463)</u>
Total capital assets, being depreciated, net	<u>15,989,107</u>	<u>884,846</u>	<u>(456,261)</u>	<u>5,194,832</u>	<u>21,612,524</u>
Governmental activities capital assets, net	<u>\$ 25,638,498</u>	<u>\$ 5,827,416</u>	<u>\$ (456,261)</u>	<u>\$ -</u>	<u>\$ 31,009,653</u>

NOTES TO FINANCIAL STATEMENTS

NOTE 6. CAPITAL ASSETS (CONTINUED)

	Beginning Balance	Increases	Decreases	Transfers	Ending Balance
Business-type activities:					
Capital assets, not being depreciated:					
Land	\$ 2,520,158	\$ 146,080	\$ -	\$ -	\$ 2,666,238
Construction in progress	2,367,801	11,422,657	-	(1,693,040)	12,097,418
Total	4,887,959	11,568,737	-	(1,693,040)	14,763,656
Capital assets, being depreciated:					
Infrastructure	67,578,695	-	-	1,122,039	68,700,734
Buildings and improvements	35,686,805	51,588	-	191,894	35,930,287
Equipment, furniture & vehicles	23,331,810	2,543,103	(117,531)	379,107	26,136,489
Total	126,597,310	2,594,691	(117,531)	1,693,040	130,767,510
Less accumulated depreciation for:					
Infrastructure	(26,112,495)	(1,298,385)	-	-	(27,410,880)
Buildings and improvements	(16,589,819)	(775,976)	-	-	(17,365,795)
Equipment, furniture & vehicles	(17,205,062)	(1,026,305)	117,531	-	(18,113,836)
Total	(59,907,376)	(3,100,666)	117,531	-	(62,890,511)
Total capital assets, being depreciated, net	66,689,934	(505,975)	-	1,693,040	67,876,999
Business-type activities capital assets, net	\$ 71,577,893	\$ 11,062,762	\$ -	\$ -	\$ 82,640,655

Beginning accumulated depreciation by category was reclassified to properly report the balances attributable to each category. There was no overall change to beginning balance of accumulated depreciation.

Depreciation expense was charged to functions/programs of the City as follows:

Governmental activities:	
General government	\$ 424,228
Public safety	117,259
Public works	170,722
Health and welfare	86,969
Housing and development	261,295
Culture and recreation	136,599
Total depreciation expense - governmental activities	\$ 1,197,072
Business-type activities:	
Utilities	\$ 2,872,961
Solid waste	227,705
Total depreciation expense - business-type activities	\$ 3,100,666

NOTES TO FINANCIAL STATEMENTS

NOTE 7. LONG-TERM DEBT

Long-term liability activity for the year ended December 31, 2020 was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Governmental activities:					
Revenue bonds - direct placement	\$ 3,600,000	\$ -	\$ (98,700)	\$ 3,501,300	\$ 401,000
Financed purchases	468,202	783,432	(303,692)	947,942	298,542
Note payable from direct borrowing	1,350,000	-	(75,000)	1,275,000	75,000
Compensated absences	815,785	541,334	(459,694)	897,425	505,698
Net pension liability	3,881,621	3,376,908	(846,228)	6,412,301	-
Governmental activity					
Long-term liabilities	<u>\$ 10,115,608</u>	<u>\$ 4,701,674</u>	<u>\$ (1,783,314)</u>	<u>\$ 13,033,968</u>	<u>\$ 1,280,240</u>
Business-type activities:					
Revenue bonds - direct placement	\$ 11,505,000	\$ 43,700,000	\$ (1,540,000)	\$ 53,665,000	\$ 1,570,000
Bond premium	-	7,296,632	(21,057)	7,275,575	-
Note payable from direct borrowings	1,322,748	-	(107,996)	1,214,752	108,537
Compensated absences	503,072	617,221	(529,354)	590,939	590,939
Net pension liability	3,978,581	3,616,195	(728,100)	6,866,676	-
Business-type activity					
Long-term liabilities	<u>\$ 17,309,401</u>	<u>\$ 55,230,048</u>	<u>\$ (2,926,507)</u>	<u>\$ 69,612,942</u>	<u>\$ 2,269,476</u>

For governmental funds, compensated absences and the net pension liability are liquidated by the General Fund. The City estimates the current portion of compensated absences based on historical trends of usage by employees. Based on historical data collected by the City, the City deems it appropriate to classify the entire compensated absences balance of the business-type activities as short term.

A. Governmental Activities

Direct Placement Revenue Bonds. In February 2019, the Urban Redevelopment Authority issued direct placement, Series 2019 Revenue Bonds to finance the City's urban redevelopment project. The bonds were issued for an original amount of \$3,600,000 bearing interest at 2.46% per annum payable quarterly on February 1, May 1, August 1, and November 1 and maturing in November 2028. As of December 31, 2020, the outstanding principal is \$3,501,300. The bonds are secured by an ad valorem tax levied by the City. In the event of default, outstanding bonds payable accrue additional interest, but there is no acceleration clause enforceable for immediate payment upon default.

NOTES TO FINANCIAL STATEMENTS

NOTE 7. LONG-TERM DEBT (CONTINUED)

A. Governmental Activities (Continued)

Direct Placement Revenue Bonds (Continued). The debt service to maturity on the direct placement revenue bond is as follows:

Year Ending December 31,	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	\$ 401,000	\$ 82,452	\$ 483,452
2022	411,000	72,496	483,496
2023	421,200	62,382	483,582
2024	431,600	51,834	483,434
2025	442,400	41,117	483,517
2026-2028	1,394,100	56,353	1,450,453
	<u>\$ 3,501,300</u>	<u>\$ 366,634</u>	<u>\$ 3,867,934</u>

Notes Payable from Direct Borrowing. In December 2017, the City entered into an agreement with Walton Plaza Shopping Center, LLC in order to finance the purchase of a building. The original amount of the loan was \$1,500,000 bearing interest at 3.00% per annum payable quarterly in equal principal installments until maturity on December 31, 2037. The City's note payable debt service requirements to maturity are as follows:

Year Ending December 31,	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	\$ 75,000	\$ 37,920	\$ 112,920
2022	75,000	35,639	110,639
2023	75,000	33,358	108,358
2024	75,000	31,164	106,164
2025	75,000	28,795	103,795
2026-2030	375,000	109,820	484,820
2031-2035	375,000	52,764	427,764
2036-2037	150,000	5,134	155,134
Total	<u>\$ 1,275,000</u>	<u>\$ 334,594</u>	<u>\$ 1,609,594</u>

Financed Purchases from Direct Borrowing. In April 2017, the City entered into a financed purchase agreement in the amount of \$245,900 for the acquisition of vehicles. Annual principal and interest payments are required until May 2020 at an interest rate of 2.86%.

In January 2018, the City entered into a financed purchase agreement in the amount of \$322,523 for the acquisition of fleet management vehicles. Annual principal and interest payments are required until July 2022 at an interest rates ranging from 1.60% to 1.95%.

NOTES TO FINANCIAL STATEMENTS

NOTE 7. LONG-TERM DEBT (CONTINUED)

A. Governmental Activities (Continued)

Financed Purchases from Direct Borrowing (Continued). In July 2019, the City entered into a financed purchase agreement in the amount of \$226,855 for the acquisition of vehicles. Annual principal and interest payments are required until July 2023 at an interest rate of 4.71%.

In June 2020, the City entered into a financed purchase agreement in the amount of \$459,932 for the acquisition of vehicles. Annual principal and interest payments are required until June 2024 at an interest rate of 4.88%.

In February 2020, the City entered into a financed purchase agreement in the amount of \$323,500 for the acquisition of a report management system for the police department. Annual principal and interest payments are required until February 2026 at an interest rate of 5.20%.

As of December 31, 2020, the City had \$1,545,463 of capital assets under the financed purchase agreements with \$439,225 of accumulated depreciation. Annual amortization of these assets is included in depreciation expense. The City's total debt service requirements to maturity on its financed purchases are as follows:

	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
Year Ending December 31,			
2021	\$ 298,542	\$ 39,743	\$ 338,285
2022	263,110	32,495	295,605
2023	191,917	19,095	211,012
2024	101,945	11,115	113,060
2025	46,214	10,355	56,569
2026	46,214	10,355	56,569
Total	<u>\$ 947,942</u>	<u>\$ 123,158</u>	<u>\$ 1,071,100</u>

NOTES TO FINANCIAL STATEMENTS

NOTE 7. LONG-TERM DEBT (CONTINUED)

B. Business-Type Activities

Direct Placement Revenue Bonds. In December 2016, the City issued the direct placement Combined Utility Revenue Bonds (Series 2016) to provide funds to advance refund \$12,865,000 and \$1,065,000 in aggregate principal amount of the City's Series 2006 and Series 2003 Combined Utility Revenue Bonds, respectively. Additionally, proceeds from the bonds were also used to retire a note payable to the Georgia Environmental Finance Authority with an outstanding balance of \$2,610,111. These bonds were issued for an original amount of \$16,770,000 bearing interest at 2.19% per annum payable semi-annually on June 1 and December 1 and maturing in 2026. The Series 2016 bonds contain (1) a provision that in an event of default, the timing of repayment of outstanding amounts become immediately due if pledged revenues during the year are less than 115 percent of debt service coverage due in the following year and (2) a provision that if the City is unable to make payment, outstanding amounts are due immediately.

In December 2020, the City issued direct placement Combined Utility Revenue Bonds (Series 2020) in the original amount of \$43,700,000 bearing interest at rates ranging from 3.0% to 5.0% payable each June 1 and December 1 beginning 2020 through 2050. The proceeds of the bonds were used for the purpose of (a) acquiring, constructing and equipping certain additions, extensions and improvements to the City's combined water and sewerage system, gas distribution system, electric distribution system, telecommunications and internet system (b) paying the premium for debt service reserve surety bond to be issued by the insurer and the premium for a municipal bond insurance policy to be issued by the insurer and (c) paying the costs of issuing the Series 2020 bonds. The Series 2020 bonds contain (1) a provision that in an event of default, the timing of repayment of outstanding amounts become immediately due if pledged revenues during the year are less than 115 percent of debt service coverage due in the following year and (2) a provision that if the City is unable to make payment, outstanding amounts are due immediately.

NOTES TO FINANCIAL STATEMENTS

NOTE 7. LONG-TERM DEBT (CONTINUED)

B. Business-Type Activities (CONTINUED)

The debt service to maturity on the Series 2016 and Series 2020 direct placement revenue bonds is as follows:

Year Ending December 31,	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	1,570,000	\$ 1,992,638	\$ 3,562,638
2022	1,605,000	1,958,091	3,563,091
2023	1,640,000	1,922,722	3,562,722
2024	1,680,000	1,886,587	3,566,587
2025	1,715,000	1,849,576	3,564,576
2026-2030	6,415,000	8,642,599	15,057,599
2031-2035	7,105,000	7,262,000	14,367,000
2036-2040	8,640,000	5,722,800	14,362,800
2041-2045	10,515,000	3,850,800	14,365,800
2046-2050	12,780,000	1,573,200	14,353,200
Total	<u>\$ 53,665,000</u>	<u>\$ 36,661,013</u>	<u>\$ 90,326,013</u>

Notes Payable from Direct Borrowings. The City has incurred debt to the Georgia Environmental Finance Authority (GEFA) to replace 7,000 water meters with new automated meter reading technology, repayment of which commenced in December 2016. The note bears interest at 5.00% and is due in equal monthly installments of \$9,530 until it matures on November 1, 2031. The Note contains (1) a provision that in an event of default, the timing of repayment of outstanding amounts become immediately due if pledged revenues during the year are less than 115 percent of debt service coverage due in the following year and (2) a provision that if the City is unable to make payment, outstanding amounts are due immediately. Debt service requirements to maturity on this note payable to GEFA are as follows:

Year Ending December 31,	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2021	\$ 108,537	\$ 5,825	\$ 114,362
2022	109,081	5,281	114,362
2023	109,628	4,735	114,363
2024	110,177	4,185	114,362
2025	110,730	3,633	114,363
2026-2030	562,028	9,786	571,814
2031	104,571	262	104,833
Total	<u>\$ 1,214,752</u>	<u>\$ 33,707</u>	<u>\$ 1,248,459</u>

NOTES TO FINANCIAL STATEMENTS

NOTE 8. INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

The composition of interfund balances as of December 31, 2020 is as follows:

Due to/from other funds:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General Fund	Utilities Fund	\$ 244,489
General Fund	Solid Waste Fund	3,491
	Total	<u>\$ 247,980</u>
Solid Waste Fund	Utilities Fund	<u>\$ 336,413</u>
SPLOST Fund	General Fund	<u>\$ 12,650</u>
Nonmajor governmental funds	General Fund	<u>\$ 50,961</u>

The outstanding balances between funds result mainly from the time lag between the dates that reimbursable expenditures occurred and the payments between funds were made. Interfund balances are expected to be repaid in the next year.

Interfund transfers:

<u>Transfers In</u>	<u>Transfers Out</u>	<u>Amount</u>
General Fund	Utilities Fund	\$ 2,280,228
General Fund	Solid Waste Fund	365,216
		<u>\$ 2,645,444</u>
Utilities Fund	General Fund	<u>\$ 92,000</u>

Transfers were used to: (1) use unrestricted revenues collected in the Utilities and Solid Waste Funds to finance various programs accounted for in other funds and (2) to reimburse the Utilities Fund for certain project costs incurred.

NOTES TO FINANCIAL STATEMENTS

NOTE 9. PENSION PLAN

Plan Description

The City, as authorized by the City Council, has established a non-contributory defined benefit pension plan (The City of Monroe Retirement Plan) covering all full-time employees. The City's pension plan is administered through the Georgia Municipal Employee Benefit System (GMEBS), an agent multiple-employer pension plan administered by the Georgia Municipal Association. The Plan provides retirement and disability benefits, annual cost of living adjustments, and death benefits to Plan members and beneficiaries. All employees, excluding elected officials, who work thirty hours or more per week, are eligible to participate after one year. Benefits vest after five years of service. A City employee who retires at age 65 with five years of service is entitled to benefits of 2.0% of final average earnings in excess of covered compensation. An employee may elect early retirement at age 55 provided he has a minimum of 25 years total credited service to receive full benefits, otherwise early retirement may be elected after only 10 years of service for reduced benefits. Elected officials are entitled to \$30 for each year of service after reaching normal retirement age.

The City Council, in its role as the Plan sponsor, has the governing authority to establish and amend, from time to time, the benefits provided and the contribution rates of the City and its employees. The Georgia Municipal Association issues a publicly available financial report that includes financial statements and required supplementary information for GMEBS. That report may be obtained at www.gmanet.com or by writing to Georgia Municipal Association, Risk Management and Employee Benefit Services, 201 Pryor Street NW, Atlanta, Georgia, 30303 or by calling (404) 688-0472.

Plan membership. As of July 1, 2020, the date of the most recent actuarial valuation, Plan membership consisted of the following:

Retirees and beneficiaries currently receiving benefits	105
Terminated vested participants not yet receiving benefits	85
Active employees - vested	154
Active employees - nonvested	91
Total	<u>435</u>

NOTES TO FINANCIAL STATEMENTS

NOTE 9. PENSION PLAN (CONTINUED)

Plan Description (Continued)

Contributions. The Plan is subject to minimum funding standards of the Georgia Public Retirement Systems Standards law. The Board of Trustees of GMEBS has adopted a recommended actuarial funding policy for the Plan which meets state minimum requirements and will accumulate sufficient funds to provide the benefits under the plan. The funding policy for the Plan, as adopted by the City Council, is to contribute an amount equal to or greater than the actuarially recommended contribution rate. This rate is based on the estimated amount necessary to finance the costs of benefits earned by Plan members during the year, with an additional amount to finance any unfunded accrued liability. The City is required to contribute the difference between the actuarially determined rate and the contribution rate of Plan members, as determined by the City Council. For the year ended December 31, 2020, the City's contribution rate was 13.68% of annual payroll and contributions to the Plan totaled \$1,542,384. Currently, Plan members do not contribute although some participants still have contributions remaining in the Plan.

Net Pension Liability of the City

The City's net pension liability was measured as of March 31, 2020. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2019 with update procedures performed by the actuary to roll forward to the total pension liability measured as of March 31, 2020.

Actuarial assumptions. The total pension liability in the July 1, 2019 actuarial valuation was determined using the following actuarial assumptions, applied to all periods in the measurement:

Inflation		2.25%
Salary increases		2.25% plus service based merit increases
Investment rate of return	7.38%, net of pension plan investment expense, including inflation	

Mortality rates for the July 1, 2019 valuation were based on the sex-distinct Pri-2012 head-count weighted Healthy Mortality Rate Table with rates multiplied by 1.25.

The actuarial assumptions used in the July 1, 2019 valuation were based on the results of an actuarial experience study for the period January 1, 2015–June 30, 2019.

NOTES TO FINANCIAL STATEMENTS

NOTE 9. PENSION PLAN (CONTINUED)

Net Pension Liability of the City (Continued)

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of March 31, 2020 are summarized in the following table:

Asset class	Target allocation	Long-term expected real rate of return*
Domestic equity	45%	6.41%
International equity	20%	6.96
Global fixed income	5%	3.06
Real estate	10%	4.76
Domestic fixed income	20%	1.96
Cash	—%	
Total	100%	

* Rates shown are net of the 2.25% assumed rate of inflation

Discount rate. The discount rate used to measure the total pension liability was 7.38%. This represents a reduction from the discount rate used in the prior year rate of 7.50%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that City contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all of the projected benefit payments to determine the total pension liability.

Amounts reported for the year ending December 31, 2020 and later reflect assumption changes based on an actuarial study conducted in November and December 2019. This study recommended changes in mortality tables, retirement rates, and inflation rate changes from 2.75% to 2.25%.

NOTES TO FINANCIAL STATEMENTS

NOTE 9. PENSION PLAN (CONTINUED)

Net Pension Liability of the City (Continued)

Changes in the Net Pension Liability of the City. The changes in the components of the net pension liability of the City for the year ended December 31, 2020 were as follows:

	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Liability (a) - (b)
Balances at 12/31/19	\$ 31,369,103	\$ 23,508,901	\$ 7,860,202
Changes for the year:			
Service cost	546,700	-	546,700
Interest	2,339,127	-	2,339,127
Differences between expected and actual experience	904,448	-	904,448
Assumption Changes	1,478,629		1,478,629
Contributions—employer	-	1,574,328	(1,574,328)
Net investment income	-	(1,676,580)	1,676,580
Benefit payments, including refunds of employee contributions	(1,454,885)	(1,454,885)	-
Administrative expense	-	(47,619)	47,619
Net changes	3,814,019	(1,604,756)	5,418,775
Balances at 12/31/20	\$ 35,183,122	\$ 21,904,145	\$ 13,278,977

The required schedule of changes in the City's net pension liability and related ratios immediately following the notes to the financial statements presents multiyear trend information about whether the value of plan assets is increasing or decreasing over time relative to the total pension liability.

Sensitivity of the net pension liability to changes in the discount rate. The following presents the net pension liability of the City, calculated using the discount rate of 7.38 percent, as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.38 percent) or 1-percentage-point higher (8.38 percent) than the current rate:

	1% Decrease (6.38%)	Current Discount Rate (7.38%)	1% Increase (8.38%)
City's net pension liability	\$ 17,872,133	\$ 13,278,977	\$ 9,445,985

NOTES TO FINANCIAL STATEMENTS

NOTE 9. PENSION PLAN (CONTINUED)

Net Pension Liability of the City (Continued)

Actuarial valuations involve estimates of the value of reported amounts and assumptions about the probability of events far into the future, and actuarially determined amounts are subject to continual revision as results are compared to past expectations and new estimates are made about the future. Actuarial calculations reflect a long-term perspective. Calculations are based on the substantive plan in effect as of March 31, 2020 and the current sharing pattern of costs between employer and employee.

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended December 31, 2020, the City recognized pension expense of \$2,905,996. At December 31, 2020, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Differences between expected and actual experience	\$ 921,910	\$ 7,580
Changes in assumptions	1,314,713	-
Net difference between projected and actual earnings on pension plan investments	2,730,000	-
City contributions subsequent to the measurement date	<u>1,156,788</u>	<u>-</u>
Total	<u>\$ 6,123,411</u>	<u>\$ 7,580</u>

NOTES TO FINANCIAL STATEMENTS

NOTE 9. PENSION PLAN (CONTINUED)

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions (Continued)

City contributions subsequent to the measurement date of \$1,156,788 are reported as deferred outflows of resources and will be recognized as a reduction of the net pension liability in the year ending December 31, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ending December 31:		
2021	\$	1,307,776
2022		1,146,684
2023		1,339,479
2024		1,165,104
Total	\$	<u>4,959,043</u>

NOTE 10. JOINT VENTURE

Under Georgia law, the City, in conjunction with other cities and counties in the 12 county Northeast Georgia area, is a member of the Northeast Georgia Regional Commission (RC). Dues to the RC are assessed at the County level and are, accordingly, paid by Walton County. Membership in the RC is required by the Official Code of Georgia Annotated (OCGA) Section 50-8-34 which provides for the organizational structure of the RC in Georgia. The RC Board membership includes the chief elected official of each county and various municipalities of the area. OCGA 50-8-39.1 provides that the member governments are liable for any debts or obligations of the RC. Separate financial statements may be obtained from the RC's administrative office at 305 Research Drive, Athens, Georgia 30605.

NOTE 11. RELATED ORGANIZATIONS

The City's council is responsible for appointing a majority of the board members of the City of Monroe, Georgia Housing Authority. However, the City has no further accountability for the Authority.

NOTES TO FINANCIAL STATEMENTS

NOTE 12. RISK MANAGEMENT

The City is exposed to various risks of losses related to: torts; thefts of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The City has joined together with other municipalities in the state as part of the Georgia Municipal Association Group Self-Insurance Workers' Compensation Fund, a public entity risk pool currently operating as a common risk management and insurance program for member local governments.

As part of this risk pool, the City is obligated to pay all contributions and assessments as prescribed by the pool, to cooperate with the pool's agents and attorneys, to follow loss reduction procedures established by the funds, and to report as promptly as possible, and in accordance with any coverage descriptions issues, all incidents which could result in the funds being required to pay any claim of loss. The City is also to allow the pool's agents and attorneys to represent the City in investigation, settlement discussions and all levels of litigation arising out of any claim made against the City within the scope of loss protection furnished by the funds.

The funds are to defend and protect the members of the funds against liability or loss as prescribed in the member government contract and in accordance with the workers' compensation law of Georgia. The funds are to pay all cost taxed against members in any legal proceeding defined by the members, all interest accruing after entry of judgment, and all expenses incurred for investigation, negotiation or defense. Settled claims have not exceeded coverage in the past three years.

The City carries commercial insurance for other risks of losses. For insured programs, there have been no significant reductions in insurance coverage. Settlement amounts have not exceeded insurance coverage in the last three years.

The City is self-insured for employee group health insurance. The City maintains specific stop loss coverage in the amount \$50,000 per covered individual for employee group health insurance. A liability for employee group health insurance and workers' compensation claims is recognized in the General Fund when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. The liability includes an estimate for claims that have been incurred but not reported.

NOTES TO FINANCIAL STATEMENTS

NOTE 12. RISK MANAGEMENT (CONTINUED)

Changes in the balances of claims liabilities during the past two years are as follows:

Fiscal Year	Beginning of Year Claims Liability	Current Year Claims and Changes in Estimates	Claims Paid	End of Year Claims Liability
2020	\$ 345,034	\$ 2,867,629	\$ 3,062,144	\$ 150,519
2019	335,627	2,221,241	2,211,834	345,034

The ending claims liability is expected to be paid during 2021 and, therefore, has been classified as a current liability.

NOTE 13. COMMITMENTS AND CONTINGENCIES

Agreements with the Municipal Electric Authority of Georgia:

The Municipal Electric Authority of Georgia (MEAG) is a public corporation and an instrumentality of the State of Georgia created to supply electricity to local government electric distribution systems. As provided by State law, MEAG establishes rates and charges so as to produce revenues sufficient to cover its costs, including debt service, but it may not operate any of its projects for profit unless any such profits inure to the benefit of the public.

As of December 31, 2020, the City is an electric utility participant in MEAG and obligated to purchase all of its bulk power supply requirements from MEAG for a period not to exceed 50 years. The City has agreed to purchase all of its future power and energy requirements in excess of that received by the City through the Southeastern Power Administration at prices intended to cover the operating costs of the systems and to retire any debt incurred by MEAG. In the event that revenues are insufficient to cover all costs and retire the outstanding debt, each participating City has guaranteed a portion of the unpaid debt based on its individual entitlement shares of the output and services of generating units acquired or constructed by MEAG. In addition, in the event of discontinued service to a participant in default, the City would be obligated to purchase additional power subject to contractual limitations. Payments to MEAG are made monthly based on KWH usage. The total payments under these contracts amounted to \$11,728,088 in 2020.

At December 31, 2020, the outstanding debt of MEAG was approximately \$7.6 billion. The City's guarantee varies by individual projects undertaken by MEAG and as of December 31, 2020 totals approximately \$129.5 million.

NOTES TO FINANCIAL STATEMENTS

NOTE 13. COMMITMENTS AND CONTINGENCIES (CONTINUED)

Agreements with the Municipal Gas Authority of Georgia:

The City has also entered into a contract for wholesale natural gas purchases with the Municipal Gas Authority of Georgia (MGAG) that requires the City to purchase all of its natural gas from MGAG. The gas supply contract with MGAG authorizes MGAG to establish rates and charges so as to produce revenues sufficient to cover its operating costs and retire its bonds issued to acquire long-term gas supplies for sale to its members, including the City. In the event that revenues are insufficient to cover all costs and retire the bonds issued by MGAG, the City is obligated to pay its “obligation share” of the costs of the gas supply and related services MGAG provides to the City, which costs includes amounts equal to principal and interest on MGAG’s bonds. These obligations, which extend through the year 2020, are general obligations of the City to which the City’s full faith, credit and taxing powers are pledged. The City’s obligation to MGAG for gas supply costs are based on MGAG’s costs to provide such supply, including bonds issued to purchase long-term rights to bulk supply. Payments to MGAG are made monthly based on actual usage. The total payments under these contracts amounted to \$1,245,207 in 2020.

At December 31, 2020, the outstanding debt of MGAG was approximately \$175.5 million. The City’s guarantee varies by individual projects undertaken by MGAG and totals approximately \$1.7 million at December 31, 2020.

Grant Contingencies:

The City has received federal and state grants for specific purposes that are subject to review and audit by the grantor agencies. Such audits could lead to the disallowance of certain expenditures previously reimbursed by those agencies. Based upon prior experience, management of the City believes such disallowances, if any, will not be significant.

Contractual Commitments:

As of December 31, 2020, the City has contractual commitments on uncompleted contracts of \$1,380,672 primarily for infrastructure improvements to its highways and streets as well as to its utilities system.

Litigation:

The City is a defendant in various lawsuits. Although the outcome of these lawsuits is not presently determinable, in the opinion of management and legal counsel, the resolution of these matters will not have a material adverse effect on the financial condition of the City.

NOTES TO FINANCIAL STATEMENTS

NOTE 14. HOTEL/MOTEL LODGING TAX

The City imposes a 5% hotel/motel tax on lodging facilities within the City. Revenues were \$51,726 for the year ended December 31, 2020. Of this amount \$51,306, or 99% was expended for the promotion of tourism.

NOTE 15. TAX ABATEMENTS

For the year ended December 31, 2020, City property tax revenues were reduced by \$77,985 under agreements entered into by the Walton County Development Authority. Under the agreements, taxes on both real property and personal property are reduced based on investments made by the corporation to whom the incentives were offered as long as the corporation meets certain investment targets.

REQUIRED SUPPLEMENTARY INFORMATION

CITY OF MONROE, GEORGIA
REQUIRED SUPPLEMENTARY INFORMATION
RETIREMENT PLAN
SCHEDULE OF CHANGES IN THE CITY'S NET PENSION LIABILITY
AND RELATED RATIOS

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
Total pension liability				
Service cost	\$ 546,700	\$ 518,359	\$ 490,025	\$ 483,726
Interest on total pension liability	2,339,127	2,239,018	2,078,904	2,005,035
Differences between expected and actual experience	904,448	(15,158)	793,401	(253,518)
Changes of assumptions	1,478,629	-	527,237	-
Benefit payments, including refunds of employee contributions	<u>(1,454,885)</u>	<u>(1,416,673)</u>	<u>(1,341,167)</u>	<u>(1,223,017)</u>
Net change in total pension liability	3,814,019	1,325,546	2,548,400	1,012,226
Total pension liability - beginning	31,369,103	30,043,557	27,495,157	26,482,931
Total pension liability - ending (a)	\$ 35,183,122	\$ 31,369,103	\$ 30,043,557	\$ 27,495,157
Plan fiduciary net position				
Contributions - employer	\$ 1,574,328	\$ 1,595,213	\$ 1,476,334	\$ 1,446,150
Contributions - employee	-	-	151,350	-
Net investment income	(1,676,580)	824,327	2,489,925	2,202,837
Benefit payments, including refunds of member contributions	(1,454,885)	(1,416,673)	(1,341,167)	(1,223,017)
Administrative expenses	<u>(47,619)</u>	<u>(41,474)</u>	<u>(39,798)</u>	<u>(39,342)</u>
Net change in plan fiduciary net position	(1,604,756)	961,393	2,736,644	2,386,628
Plan fiduciary net position - beginning	23,508,901	22,547,508	19,810,864	17,424,236
Plan fiduciary net position - ending (b)	\$ 21,904,145	\$ 23,508,901	\$ 22,547,508	\$ 19,810,864
City's net pension liability - ending (a) - (b)	\$ 13,278,977	\$ 7,860,202	\$ 7,496,049	\$ 7,684,293
Plan fiduciary net position as a percentage of the total pension liability	62.26%	74.94%	75.05%	72.05%
Covered payroll	\$ 10,727,956	\$ 9,703,676	\$ 9,334,662	\$ 8,834,774
City's net pension liability as a percentage of covered payroll	123.78%	81.00%	80.30%	86.98%
	<u>2016</u>	<u>2015</u>		
Total pension liability				
Service cost	\$ 502,642	\$ 535,685		
Interest on total pension liability	1,821,757	1,734,555		
Differences between expected and actual experience	1,184,399	261,577		
Changes of assumptions	-	(381,710)		
Benefit payments, including refunds of employee contributions	<u>(1,064,806)</u>	<u>(985,044)</u>		
Net change in total pension liability	2,443,992	1,165,063		
Total pension liability - beginning	24,038,939	22,873,876		
Total pension liability - ending (a)	\$ 26,482,931	\$ 24,038,939		
Plan fiduciary net position				
Contributions - employer	\$ 1,460,554	\$ 1,498,029		
Contributions - employee	-	38,115		
Net investment income	46,793	1,473,880		
Benefit payments, including refunds of member contributions	(1,064,806)	(985,044)		
Administrative expenses	<u>(27,372)</u>	<u>(24,874)</u>		
Net change in plan fiduciary net position	415,169	2,000,106		
Plan fiduciary net position - beginning	17,009,067	15,008,961		
Plan fiduciary net position - ending (b)	\$ 17,424,236	\$ 17,009,067		
City's net pension liability - ending (a) - (b)	\$ 9,058,695	\$ 7,029,872		
Plan fiduciary net position as a percentage of the total pension liability	65.79%	70.76%		
Covered payroll	\$ 8,409,066	\$ 8,717,479		
City's net pension liability as a percentage of covered payroll	107.73%	80.64%		

Notes to the Schedule:

The schedule will present 10 years of information once it is accumulated.

CITY OF MONROE, GEORGIA

REQUIRED SUPPLEMENTARY INFORMATION RETIREMENT PLAN SCHEDULE OF CITY CONTRIBUTIONS

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
Actuarially determined contribution	\$ 1,542,384	\$ 1,582,909	\$ 1,466,150	\$ 1,514,182
Contributions in relation to the actuarially determined contribution	<u>1,542,384</u>	<u>1,582,909</u>	<u>1,439,383</u>	<u>1,576,845</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 26,767</u>	<u>\$ (62,663)</u>
Covered payroll	\$ 11,274,737	\$ 10,545,696	\$ 9,423,002	\$ 9,305,215
Contributions as a percentage of covered payroll	13.68%	15.01%	15.28%	16.95%
	<u>2016</u>	<u>2015</u>	<u>2014</u>	
Actuarially determined contribution	\$ 1,422,940	\$ 1,472,825	\$ 1,506,697	
Contributions in relation to the actuarially determined contribution	<u>1,422,940</u>	<u>1,472,825</u>	<u>1,506,697</u>	
Contribution deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	
Covered payroll	\$ 8,677,960	\$ 8,319,435	\$ 8,850,160	
Contributions as a percentage of covered payroll	16.40%	17.70%	17.02%	

Notes to the Schedule of Contributions and Related Assumptions:

(1) Actuarial Assumptions:

Valuation Date	July 1, 2019
Cost Method	Projected Unit Credit
Actuarial Asset Valuation Method	Sum of actuarial value at beginning of year and the cash flow during the year plus the assumed investment return, adjusted by 10% of the amounts that the value exceeds or is less than the market value at the end of the year. The actuarial value is adjusted, if necessary, to be within 20% of market value.
Assumed Rate of Return on Investments	7.38%
Projected Salary Increases	2.25% plus service based merit increases
Cost-of-living Adjustment	0.00%
Amortization Method	Closed level dollar for unfunded liability
Remaining Amortization Period	Remaining amortization period varies for the bases, with a net effective amortization period of 10 years.

(2) The schedule will present 10 years of information once it is accumulated.

NONMAJOR GOVERNMENTAL FUNDS

SPECIAL REVENUE FUNDS

Special revenue funds are used to account for specific revenues that are restricted or committed to expenditures for specified purposes.

Forfeited Drug Fund – This fund is used to account for the City’s share of monies that have been forfeited through the court system that are restricted for law enforcement purposes.

Hotel/Motel Tax Fund – This fund is used to account for hotel/motel taxes collected that are restricted for promotion of trade and tourism in the City.

DEBT SERVICE FUND

Debt service funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Debt Service Fund – This fund is used to account for the accumulation of resources for, and payment of, principal and interest on the City’s general obligation bonds.

CAPITAL PROJECTS FUNDS

Capital projects funds are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds.

Capital Projects Fund – This fund is used to account for the receipts and disbursements of grant money used to fund various capital outlay projects of the City.

Urban Redevelopment Authority Fund – This fund is used to account for the proceeds of the Series 2019 Revenue Bond issuance, which is to be used to fund the City’s urban redevelopment plan.

CITY OF MONROE, GEORGIA
COMBINING BALANCE SHEET
NONMAJOR GOVERNMENTAL FUNDS
DECEMBER 31, 2020

ASSETS	Special Revenue Funds		Debt Service Fund	Capital Project Funds		Total Nonmajor Governmental Funds
	Forfeited Drug Fund	Hotel/Motel Tax Fund		Capital Projects Fund	Urban Redevelopment Authority Fund	
Cash and cash equivalents	\$ 150,617	\$ 1,220	\$ 97	\$ 2,740	\$ 449,780	\$ 604,454
Taxes receivable	-	3,766	-	-	-	3,766
Due from other funds	-	-	-	-	50,961	50,961
Total assets	<u>\$ 150,617</u>	<u>\$ 4,986</u>	<u>\$ 97</u>	<u>\$ 2,740</u>	<u>\$ 500,741</u>	<u>\$ 659,181</u>
LIABILITIES AND FUND BALANCES						
LIABILITIES						
Accounts payable	\$ 368	\$ 570	\$ -	\$ -	\$ -	\$ 938
Retainage payable	-	-	-	-	245,555	245,555
Total liabilities	<u>368</u>	<u>570</u>	<u>-</u>	<u>-</u>	<u>245,555</u>	<u>246,493</u>
FUND BALANCES						
Restricted:						
Law enforcement	150,249	-	-	-	-	150,249
Capital projects	-	-	-	2,740	255,186	257,926
Tourism	-	4,416	-	-	-	4,416
Assigned:						
Debt service	-	-	97	-	-	97
Total fund balances	<u>150,249</u>	<u>4,416</u>	<u>97</u>	<u>2,740</u>	<u>255,186</u>	<u>412,688</u>
Total liabilities and fund balances	<u>\$ 150,617</u>	<u>\$ 4,986</u>	<u>\$ 97</u>	<u>\$ 2,740</u>	<u>\$ 500,741</u>	<u>\$ 659,181</u>

CITY OF MONROE, GEORGIA
COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCES
NONMAJOR GOVERNMENTAL FUNDS
FOR THE YEAR ENDED DECEMBER 31, 2020

	Special Revenue Funds		Debt Service Fund	Capital Project Funds		Total Nonmajor Governmental Funds
	Forfeited Drug Fund	Hotel/Motel Tax Fund		Capital Projects Fund	Urban Redevelopment Authority Fund	
REVENUES						
Taxes	\$ -	\$ 51,726	\$ -	\$ -	\$ -	\$ 51,726
Fines and forfeitures	121,543	-	-	-	-	121,543
Interest	-	-	-	-	18,704	18,704
Total revenues	<u>121,543</u>	<u>51,726</u>	<u>-</u>	<u>-</u>	<u>18,704</u>	<u>191,973</u>
EXPENDITURES						
Current						
Public safety	34,531	-	-	-	-	34,531
Housing and development	-	51,306	-	-	-	51,306
Capital outlay	-	-	-	-	2,493,707	2,493,707
Total expenditures	<u>34,531</u>	<u>51,306</u>	<u>-</u>	<u>-</u>	<u>2,493,707</u>	<u>2,579,544</u>
Net change in fund balances	87,012	420	-	-	(2,475,003)	(2,387,571)
FUND BALANCES, beginning of year	<u>63,237</u>	<u>3,996</u>	<u>97</u>	<u>2,740</u>	<u>2,730,189</u>	<u>2,800,259</u>
FUND BALANCES, end of year	<u>\$ 150,249</u>	<u>\$ 4,416</u>	<u>\$ 97</u>	<u>\$ 2,740</u>	<u>\$ 255,186</u>	<u>\$ 412,688</u>

CITY OF MONROE, GEORGIA
FORFEITED DRUG FUND
SCHEDULE OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2020

	<u>Budget</u>		<u>Actual</u>	<u>Variance With Final Budget</u>
	<u>Original</u>	<u>Final</u>		
REVENUES				
Fines & forfeitures	\$ 40,000	\$ 40,000	\$ 121,543	\$ 81,543
EXPENDITURES				
Public safety	40,000	40,000	34,531	5,469
Net change in fund balances	-	-	87,012	87,012
FUND BALANCES, beginning of year	<u>63,237</u>	<u>63,237</u>	<u>63,237</u>	<u>-</u>
FUND BALANCES, end of year	<u>\$ 63,237</u>	<u>\$ 63,237</u>	<u>\$ 150,249</u>	<u>\$ 87,012</u>

CITY OF MONROE, GEORGIA
HOTEL/MOTEL TAX FUND
SCHEDULE OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2020

	<u>Budget</u>		<u>Actual</u>	<u>Variance With Final Budget</u>
	<u>Original</u>	<u>Final</u>		
REVENUES				
Taxes	\$ 43,000	\$ 43,000	\$ 51,726	\$ 8,726
EXPENDITURES				
Housing and development	43,000	43,000	51,306	(8,306)
Net change in fund balances	-	-	420	420
FUND BALANCES, beginning of year	<u>3,996</u>	<u>3,996</u>	<u>3,996</u>	<u>-</u>
FUND BALANCES, end of year	<u>\$ 3,996</u>	<u>\$ 3,996</u>	<u>\$ 4,416</u>	<u>\$ 420</u>

CITY OF MONROE, GEORGIA
SCHEDULE OF EXPENDITURES OF SPECIAL PURPOSE
LOCAL OPTION SALES TAX
FOR THE YEAR ENDED DECEMBER 31, 2020

<u>Project</u>	<u>Original Estimated Cost</u>	<u>Current Estimated Cost</u>	<u>Prior Year</u>	<u>Current Year</u>	<u>Total</u>
SPLOST - 2013 SERIES					
Transportation, drainage and sidewalks	\$ 5,900,000	\$ 5,757,316	\$ 5,362,686	\$ 154,291	\$ 5,516,977
Public safety improvements	1,200,000	1,200,000	974,042	75,510	1,049,552
Solid waste improvements	2,100,000	2,100,000	1,400,314	456,261	1,856,575
	<u>\$ 9,200,000</u>	<u>\$ 9,057,316</u>	<u>\$ 7,737,042</u>	<u>\$ 686,062</u>	<u>\$ 8,423,104</u>
SPLOST - 2019 SERIES					
Transportation, drainage and sidewalks	\$ 6,139,675	\$ 6,139,675	\$ 369,520	\$ 587,625	\$ 957,145
Parks improvements	2,631,289	2,631,289	104,800	537,264	642,064
	<u>\$ 8,770,964</u>	<u>\$ 8,770,964</u>	<u>\$ 474,320</u>	<u>\$ 1,124,889</u>	<u>\$ 1,599,209</u>
Total 2013 and 2019 SPLOST				\$ 1,810,951	
Expenditures funded by non-SPLOST revenues				<u>258,752</u>	
Total SPLOST Fund expenditures for year ended December 31, 2020				<u>\$ 2,069,703</u>	

COMPONENT UNITS

CITY OF MONROE, GEORGIA

STATEMENT OF CASH FLOWS

COMPONENT UNIT - DOWNTOWN DEVELOPMENT AUTHORITY

FOR THE YEAR ENDED DECEMBER 31, 2020

CASH FLOWS FROM OPERATING ACTIVITIES

Receipts from customers	\$ 35,532
Payments to suppliers	(201,202)
Net cash used in operating activities	(165,670)

**CASH FLOWS FROM NON-CAPITAL
FINANCING ACTIVITIES**

Tax receipts	31,250
Operating grants receipts	111,500
Other nonoperating receipts	60,126
Net cash provided by non-capital financing activities	202,876

CASH FLOWS FROM INVESTING ACTIVITIES

Interest received	22,538
Net cash provided by investing activities	22,538

Net increase in cash	59,744
Cash, beginning of year	179,096
Cash, end of year	\$ 238,840

RECONCILIATION OF OPERATING LOSS TO NET

CASH USED IN OPERATING ACTIVITIES

Operating loss	(164,169)
Adjustments to reconcile operating loss to net cash used in operating activities:	
Change in assets and liabilities:	
Increase in accounts receivable	(8,492)
Increase in accounts payable	6,991
Net cash used in operating activities	\$ (165,670)

CITY OF MONROE, GEORGIA
BALANCE SHEET
COMPONENT UNIT - CONVENTION & VISITORS BUREAU
DECEMBER 31, 2020

ASSETS

Cash	\$ 18,908
Accounts receivable	<u>13,376</u>
Total assets	<u><u>\$ 32,284</u></u>

FUND BALANCE

FUND BALANCE	
Restricted - tourism	<u>32,284</u>
Total liabilities and fund balance	<u><u>\$ 32,284</u></u>

CITY OF MONROE, GEORGIA
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE
COMPONENT UNIT - CONVENTION & VISITORS BUREAU
FOR THE YEAR ENDED DECEMBER 31, 2020

REVENUES		
Taxes		\$ 51,307
Miscellaneous		<u>204</u>
Total revenues		<u>51,511</u>
EXPENDITURES		
Tourism		<u>57,673</u>
Total expenditures		<u>57,673</u>
Net change in fund balance		<u>(6,162)</u>
FUND BALANCE, beginning of year		<u>38,446</u>
FUND BALANCE, end of year		<u><u>\$ 32,284</u></u>

STATISTICAL SECTION

This part of the City of Monroe’s comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the City’s overall financial health.

	<u>Page</u>
Financial Trends	71

These schedules contain trend information to help the reader understand how the City’s financial performance and well-being have changed over time.

Revenue Capacity	78
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These schedules contain information to help the reader assess the City’s most significant local revenue sources, property taxes and utility charges.

Debt Capacity	92
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These schedules present information to help the reader assess the affordability of the City’s current levels of outstanding debt and the City’s ability to issue additional debt in the future.

Demographic and Economic Information	97
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These schedules offer demographic and economic indicators to help the reader understand the environment within which the City’s financial activities take place.

Operating Information	100
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These schedules contain service and infrastructure data to help the reader understand how the information in the City’s financial report relates to the services the City provides and the activities it performs.

Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial report for the relevant year.

**CITY OF MONROE, GEORGIA
NET POSITION BY COMPONENT
LAST TEN YEARS
(accrual basis of accounting)**

	Fiscal Year									
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Governmental activities										
Net investment in capital assets	\$ 25,489,636	\$ 22,930,759	\$ 20,485,983	\$ 16,771,849	\$ 16,598,632	\$ 16,304,765	\$ 15,731,687	\$ 15,194,056	\$ 16,120,259	\$ 16,815,773
Restricted for law enforcement	150,249	63,237	23,265	7,885	14,495	40,614	45,678	26,451	14,005	21,615
Restricted for debt service	-	-	310,849	92,856	47,966	83,893	86,421	68,524	80,597	148,229
Restricted for capital projects	5,074,619	4,414,265	4,022,139	5,448,014	4,501,818	4,248,927	2,009,916	1,487,470	239,688	134,638
Restricted for tourism	4,416	3,996	4,634	3,537	3,197	8,371	12,639	8,510	-	-
Unrestricted	784,851	(300,215)	(970,461)	(763,091)	(639,323)	(787,256)	2,382,343	2,193,503	1,304,317	744,013
Total governmental activities net position	\$ 31,503,771	\$ 27,112,042	\$ 23,876,409	\$ 21,561,050	\$ 20,526,785	\$ 19,899,314	\$ 20,268,684	\$ 18,978,514	\$ 17,758,866	\$ 17,864,268
Business-type activities										
Net investment in capital assets	\$ 65,203,406	\$ 58,967,998	\$ 55,240,661	\$ 51,733,299	\$ 50,771,001	\$ 51,299,882	\$ 49,699,327	\$ 48,731,409	\$ 48,358,364	\$ 48,016,934
Restricted for debt service	277,896	255,363	252,617	249,332	186,716	215,898	215,898	215,898	221,200	274,045
Restricted for capital projects	8,022,915	9,696,380	9,139,113	12,097,845	9,441,663	8,383,507	15,244,250	12,615,279	11,666,917	9,800,800
Unrestricted	23,339,704	21,527,290	18,957,214	14,621,384	13,463,671	9,252,608	1,883,885	1,338,458	106,205	2,594,956
Total business-type activities net position	\$ 96,843,921	\$ 90,447,031	\$ 83,589,605	\$ 78,701,860	\$ 73,863,051	\$ 69,151,895	\$ 67,043,360	\$ 62,901,044	\$ 60,352,686	\$ 60,686,735
Primary government										
Net investment in capital assets	\$ 90,693,042	\$ 81,898,757	\$ 75,726,644	\$ 68,505,148	\$ 67,369,633	\$ 67,604,647	65,431,014	\$ 63,925,465	\$ 64,478,623	\$ 64,832,707
Restricted for law enforcement	150,249	63,237	23,265	7,885	14,495	40,614	45,678	26,451	14,005	21,615
Restricted for debt service	277,896	255,363	563,466	342,188	234,682	299,791	302,319	284,422	301,797	422,274
Restricted for capital projects	13,097,534	14,110,645	13,161,252	17,545,859	13,943,481	12,632,434	17,254,166	14,102,749	11,906,605	9,800,800
Restricted for tourism	4,416	3,996	4,634	3,537	3,197	8,371	12,639	8,510	-	-
Unrestricted	24,124,555	21,227,075	17,986,753	13,858,293	12,824,348	8,465,352	4,266,228	3,531,961	1,410,522	3,338,969
Total primary government net position	\$ 128,347,692	\$ 117,559,073	\$ 107,466,014	\$ 100,262,910	\$ 94,389,836	\$ 89,051,209	\$ 87,312,044	\$ 81,879,558	\$ 78,111,552	\$ 78,416,365

CITY OF MONROE, GEORGIA

CHANGES IN NET POSITION LAST TEN YEARS (accrual basis of accounting)

	Fiscal Year									
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Expenses										
Governmental activities:										
General government	\$ 1,721,026	\$ 1,657,185	\$ 1,348,382	\$ 1,517,879	\$ 1,546,075	\$ 1,497,183	\$ 1,355,733	\$ 1,386,060	\$ 1,424,993	\$ 1,417,361
Judicial	107,436	84,279	96,110	103,571	121,714	112,734	97,474	91,707	96,201	103,077
Public safety	7,774,304	7,032,501	6,269,746	5,515,442	5,268,876	5,282,765	5,327,544	4,953,432	5,315,309	5,246,043
Public works	1,629,163	2,302,320	2,288,588	2,403,390	2,515,879	2,608,923	2,876,346	2,900,831	3,828,463	3,677,625
Health and welfare	110,172	28,153	23,470	12,325	14,713	16,296	13,571	12,010	15,638	11,555
Culture and recreation	721,854	523,148	575,482	427,499	389,367	382,685	389,091	418,912	485,611	441,207
Housing and development	1,580,085	1,547,514	1,211,958	1,030,921	785,841	755,074	541,373	483,185	568,750	518,594
Interest on long-term debt	188,998	245,557	116,266	64,856	120,015	178,624	208,995	222,051	245,921	266,783
Total governmental activities expenses	13,833,038	13,420,657	11,930,002	11,075,883	10,762,480	10,834,284	10,810,127	10,468,188	11,980,886	11,682,245
Business-type activities:										
Utilities	37,126,841	35,171,102	36,101,902	32,120,416	31,479,006	29,794,440	30,534,057	29,840,533	30,418,076	29,575,971
Solid Waste	5,832,852	5,159,271	4,311,889	4,052,539	3,864,628	3,851,963	3,604,884	4,189,968	4,334,093	4,554,533
GUTA	-	-	- ⁽⁴⁾	333,199	296,924	79,193	54,165	45,617	48,989	41,179
Total business-type activities expenses	42,959,693	40,330,373	40,413,791	36,506,154	35,640,558	33,725,596	34,193,106	34,076,118	34,801,158	34,171,683
Total primary government expenses	\$ 56,792,731	\$ 53,751,030	\$ 52,343,793	\$ 47,582,037	\$ 46,403,038	\$ 44,559,880	\$ 45,003,233	\$ 44,544,306	\$ 46,782,044	\$ 45,853,928
Program Revenues										
Governmental activities:										
Charges for services:										
General government	\$ 915,960	\$ 828,086	\$ 745,943	\$ 747,865	\$ 801,829	\$ 702,850	\$ 711,630	\$ 739,038	\$ 603,191	\$ 646,816
Judicial	269,919	454,901	332,014	275,966	287,674	405,299	408,191	455,532	342,480	509,174
Public safety	129,367	84,181	59,583	73,869	50,448	125,489	97,188	77,546	46,638	82,798
Public works	31,811	34,410	23,748	61,123	30,411	35,930	31,530	22,471	39,805	13,810
Culture and recreation	4,508	3,335	12,496	15,520	12,920	8,785	12,313	12,313	2,775	1,775
Housing and development	465,658	441,280	233,299	328,659	227,155	212,784	70,504	126,510	43,724	-
Operating grants and contributions	1,217,152	640,872	587,422	133,651	169,506	182,306	74,634	73,074	377,316	187,652
Capital grants and contributions	4,544,584	4,096,477	2,490,759	1,998,249	1,686,099	3,907,075	2,255,155	1,880,433	1,121,183	1,006,495
Total governmental activities program revenues	7,578,959	6,583,542	4,485,264	3,634,902	3,266,042	5,580,518	3,661,145	3,386,917	2,577,112	2,448,520
Business-type activities:										
Charges for services:										
Utilities	40,893,970	42,580,660	42,193,778	37,997,407	37,484,700	35,898,925	35,424,676	33,267,174	31,737,327	31,714,571
Solid Waste	6,100,901	5,795,498	4,481,913	4,580,937	4,272,845	4,413,332	4,207,418	4,402,965	4,481,351	4,848,063
GUTA	-	-	- ⁽⁴⁾	119,824	120,868	73,468	36,965	56,992	61,133	21,535
Operating grants and contributions	-	-	-	-	-	-	-	-	-	-
Capital grants and contributions ⁽⁵⁾	4,119,604	283,684	644,842	41,862	43,351	512,575	489,720	492,841	1,066,897	1,211,082
Total business-type activities program revenues	51,114,475	48,659,842	47,320,533	42,740,030	41,921,764	40,898,300	40,158,779	38,219,972	37,346,708	37,795,251
Total primary government program revenues	\$ 58,693,434	\$ 55,243,384	\$ 51,805,797	\$ 46,374,932	\$ 45,187,806	\$ 46,478,818	\$ 43,819,924	\$ 41,606,889	\$ 39,923,820	\$ 40,243,771

CITY OF MONROE, GEORGIA

CHANGES IN NET POSITION LAST TEN YEARS (accrual basis of accounting)

	Fiscal Year									
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Net (expense)/revenue										
Governmental activities	\$ (6,254,079)	\$ (6,837,115)	\$ (7,444,738)	\$ (7,440,981)	\$ (7,496,438)	\$ (5,253,766)	\$ (7,148,982)	\$ (7,081,271)	\$ (9,403,774)	\$ (9,233,725)
Business-type activities	8,154,782	8,329,469	6,906,742	6,233,876	6,281,206	7,172,704	5,965,673	4,143,854	2,545,550	3,623,568
Total primary government net (expense) revenue	<u>\$ 1,900,703</u>	<u>\$ 1,492,354</u>	<u>\$ (537,996)</u>	<u>\$ (1,207,105)</u>	<u>\$ (1,215,232)</u>	<u>\$ 1,918,938</u>	<u>\$ (1,183,309)</u>	<u>\$ (2,937,417)</u>	<u>\$ (6,858,224)</u>	<u>\$ (5,610,157)</u>
General Revenues and Other Changes in Net Position										
Governmental activities:										
Property taxes	\$ 3,920,564	\$ 3,684,076	\$ 3,448,522	\$ 3,184,467	\$ 2,985,136	\$ 3,158,414	\$ 3,216,546	\$ 3,254,266	\$ 2,931,008	\$ 2,865,418
Sales taxes	3,098,527	2,717,391	2,379,975	2,176,049	2,011,809	2,049,892	2,050,222	1,944,524	2,227,932	2,141,501
Franchise taxes	313,397	320,400	333,951	317,921	303,920	282,669	263,862	281,939	220,358	240,578
Other taxes	1,194,514	1,136,010	1,079,020	1,006,432	970,831	898,936	852,020	815,235	788,216	753,374
Unrestricted investment earnings	20,468	55,803	2	78	-	-	-	-	-	130
Miscellaneous	-	-	109,182	91,966	56,691	-	164,450	276,084	205,930	229,369
Gain on sale of capital assets	1,155	-	-	32,366	-	89,099	25,051	101,227	6,823	-
Transfers	2,097,183	2,159,068	2,409,445	1,665,967	1,795,522	1,680,148	1,867,001	1,627,644	2,918,105	1,682,370
Total governmental activities	<u>10,645,808</u>	<u>10,072,748</u>	<u>9,760,097</u>	<u>8,475,246</u>	<u>8,123,909</u>	<u>8,159,158</u>	<u>8,439,152</u>	<u>8,300,919</u>	<u>9,298,372</u>	<u>7,912,740</u>
Business-type activities:										
Investment earnings	336,274	669,317	388,841	265,069	175,847	76,109	43,644	32,148	38,506	61,067
Gain on sale of capital assets	3,017	17,708	1,607	5,831	49,625	-	-	-	-	-
Transfers	(2,097,183)	(2,159,068)	(2,409,445)	(1,665,967)	(1,795,522)	(1,680,148)	(1,867,001)	(1,627,644)	(2,918,105)	(1,682,370)
Total business-type activities	<u>(1,757,892)</u>	<u>(1,472,043)</u>	<u>(2,018,997)</u>	<u>(1,395,067)</u>	<u>(1,570,050)</u>	<u>(1,604,039)</u>	<u>(1,823,357)</u>	<u>(1,595,496)</u>	<u>(2,879,599)</u>	<u>(1,621,303)</u>
Total primary government	<u>\$ 8,887,916</u>	<u>\$ 8,600,705</u>	<u>\$ 7,741,100</u>	<u>\$ 7,080,179</u>	<u>\$ 6,553,859</u>	<u>\$ 6,555,119</u>	<u>\$ 6,615,795</u>	<u>\$ 6,705,423</u>	<u>\$ 6,418,773</u>	<u>\$ 6,291,437</u>
Change in Net Position										
Governmental activities	\$ 4,391,729	\$ 3,235,633	\$ 2,315,359	\$ 1,034,265	\$ 627,471	\$ 2,905,392	\$ 1,290,170	\$ 1,219,648	\$ (105,402)	\$ (1,320,985)
Business-type activities	6,396,890	6,857,426	4,887,745	4,838,809	4,711,156	5,568,665	4,142,316	2,548,358	(334,049) ⁽¹⁾	2,002,265
Total primary government	<u>\$ 10,788,619</u>	<u>\$ 10,093,059</u>	<u>\$ 7,203,104</u>	<u>\$ 5,873,074</u>	<u>\$ 5,338,627</u>	<u>\$ 8,474,057</u>	<u>\$ 5,432,486</u> ⁽³⁾	<u>\$ 3,768,006</u> ⁽²⁾	<u>\$ (439,451)</u>	<u>\$ 681,280</u>

(1) Economic conditions caused a decrease in new construction and therefore reduced revenue from tap fees and capital contributions.
 (2) The City eliminated several positions city wide and redesigned health insurance benefits contributing to an increase in net position which is in line with historic trends.
 (3) Utility rates were restructured coupled with an increase in telecommunication customer base.
 (4) During 2018, the GUTA fund was consolidated with the Utilities Fund.
 (5) Intergovernmental (i.e. grant) revenues are included as capital contributions in 2020.

CITY OF MONROE, GEORGIA
GOVERNMENTAL ACTIVITIES TAX REVENUES BY SOURCE
LAST TEN YEARS
(accrual basis of accounting)

Fiscal Year	Property Tax	Sales Tax	Franchise Tax	Other Tax	Total
2011	2,865,418	2,141,501	240,578	753,374	6,000,871
2012	2,931,008	2,227,932	220,358	788,216	6,167,514
2013	3,254,266	1,944,524	281,939	815,235	6,295,964
2014	3,216,546	2,050,222	263,862	852,020	6,382,650
2015	3,158,414	2,049,892	282,669	898,936	6,389,911
2016	2,985,136 ⁽¹⁾	2,011,809	303,920	970,831	6,271,696
2017	3,184,467	2,176,049	317,921	1,006,432	6,684,869
2018	3,448,522	2,379,975	333,951	1,079,020	7,241,468
2019	3,684,076	2,717,391	320,400	1,136,010	7,857,877
2020	3,920,564	3,098,527	313,397	1,194,514	8,527,002

(1) Property tax decrease in 2016 due to a decrease in title ad-valorem tax (TAVT) due to a change in the State formula.

CITY OF MONROE, GEORGIA
FUND BALANCES OF GOVERNMENTAL FUNDS
LAST TEN YEARS
(modified accrual basis of accounting)

	Fiscal Year									
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
General fund										
Nonspendable	\$ 115,806	\$ 120,013	\$ 115,624	\$ 112,615	\$ 99,052	\$ 79,697	\$ 93,464	\$ 524,692	\$ 565,569	\$ 541,999
Restricted	-	-	310,734	92,741	47,850 ⁽¹⁾	197,243	199,305	68,408	185,354	147,833
Assigned	9,028	6,007	5,500	10,739	17,108	10,359	5,209	2,800	275	272
Unassigned	4,913,245	3,065,644	2,311,710	2,537,155	2,807,490	2,570,778	2,607,515 ⁽³⁾	1,907,321 ⁽⁴⁾	969,763 ⁽⁶⁾	498,956
Total general fund	<u>\$ 5,038,079</u>	<u>\$ 3,191,664</u>	<u>\$ 2,743,568</u>	<u>\$ 2,753,250</u>	<u>\$ 2,971,500</u>	<u>\$ 2,858,077</u>	<u>\$ 2,905,493</u>	<u>\$ 2,503,221</u>	<u>\$ 1,720,961</u>	<u>\$ 1,189,060</u>
Other governmental funds										
Nonspendable	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 329,445	\$ -	\$ -
Restricted	5,433,509	7,222,881 ⁽⁹⁾	4,050,153 ⁽⁸⁾	5,459,551	4,519,626 ⁽²⁾	177,061	1,955,349	1,522,547 ⁽⁵⁾	148,936 ⁽⁷⁾	156,649
Assigned	97	97	-	-	-	-	-	-	5,130	2,363
Total other governmental funds	<u>\$ 5,433,606</u>	<u>\$ 7,222,978</u>	<u>\$ 4,050,153</u>	<u>\$ 5,459,551</u>	<u>\$ 4,519,626</u>	<u>\$ 177,061</u>	<u>\$ 1,955,349</u>	<u>\$ 1,851,992</u>	<u>\$ 154,066</u>	<u>\$ 159,012</u>

- (1) Restricted for General Obligation debt service. Decrease due to refunding of General Obligation Bonds.
- (2) Increase in capital projects in the SPLOST fund for street enhancement projects.
- (3) The increase in unassigned fund balance of the general fund was due to the advance from solid waste, shown in non spendable prior years being repaid.
- (4) The increase in unassigned fund balance of the general fund was due to a change in health insurance benefits.
- (5) The increase in restricted fund balance of the nonmajor governmental funds was due to an increase in cash in the SPLOST Fund.
- (6) The increase in unassigned fund balance of the general fund was due to a transfer from the Capital Improvement Account in the Enterprise Fund.
- (7) The decreasing restricted fund balance in nonmajor governmental funds is due to the completion of projects for which there were no offsetting revenues.
- (8) The decrease in restricted fund balance is due to the expending of funds on capital projects in 2018.
- (9) The increase in restricted fund balance is due to the addition of the Urban Redevelopment Authority Fund in 2019, whose fund balance is restricted for capital projects.

CITY OF MONROE, GEORGIA

CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS LAST TEN YEARS (modified accrual basis of accounting)

	Fiscal Year									
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Revenues										
Taxes	\$ 8,568,786	\$ 7,892,828	\$ 7,189,628	\$ 6,689,354	\$ 6,357,296	\$ 6,502,341	\$ 6,348,447	\$ 6,325,445	\$ 6,108,042	\$ 6,281,497
Licenses and permits	408,082	375,517	217,263	165,100	248,648 (2)	122,927	138,792	196,760	111,449	180,880
Intergovernmental	3,940,345	4,536,646 (8)	3,001,050 (8)	2,093,558	1,850,796 (3)	3,974,481	2,064,479	1,953,507	1,498,499	1,182,147
Fines and forfeitures	391,462	515,984	371,036	294,986	321,644	494,682	488,314	514,691	371,711	554,003
Charges for services	808,257	741,049	694,141	779,484	647,933	676,607	690,311	710,246	595,453	497,875
Interest income	20,468	55,803	2	78	-	-	-	-	-	130
Miscellaneous	327,249	414,346	310,956	385,249	253,712	336,449	176,163	241,020	205,930	229,369
Total revenues	14,464,649	14,532,173	11,784,076	10,407,809	9,680,029	12,107,487	9,906,506	9,941,669	8,891,084	8,925,901
Expenditures										
General government	1,225,749	1,412,678	1,191,278	2,764,072	1,433,553	1,508,238	1,212,677	1,136,495	1,205,908	1,146,185
Judicial	101,493	84,243	96,480	105,338	121,372	115,074	97,474	91,707	96,201	103,077
Public safety	8,037,212	6,718,003	6,719,909	5,653,123	4,951,030	5,186,269	5,036,599	4,753,252	5,238,938	5,198,818
Public works	1,383,222	1,700,711	1,762,131	1,946,854	1,704,309	1,889,017	1,916,788	1,968,151	2,879,181	2,697,704
Health and welfare	23,203	28,153	23,840	12,325	14,713	16,296	13,571	12,010	15,638	11,555
Culture and recreation	579,368	542,739	337,518	445,762	372,073	396,114	364,867	393,915	437,876	392,804
Housing and development	1,271,228	1,420,204	1,179,170	1,035,645	656,720	633,359	561,720	483,288	569,341	513,349
Intergovernmental	-	-	-	-	-	-	-	-	-	-
Capital outlay	4,470,520	4,294,629	3,512,703	333,013	652,189	789,827	1,035,642	445,571	128,408	66,479
Debt service										
Principal retirements	477,392	1,154,552	1,025,524	810,000	961,791	902,070	838,524	525,000	470,000	410,000
Issuance Costs	-	83,000	-	-	34,693 (4)	-	-	-	-	-
Interest and fiscal charges	176,250	144,857	87,496	32,725	145,959	182,929	215,725	228,877	252,103	272,265
Total expenditures	17,745,637	17,583,769	15,936,049	13,138,857	11,048,402	11,619,193	11,293,587	10,038,266	11,293,594	10,812,236
Excess of revenues over (under) expenditures	(3,280,988)	(3,051,596)	(4,151,973)	(2,731,048)	(1,368,373)	488,294	(1,387,081)	(96,597)	(2,402,510)	(1,886,335)

CITY OF MONROE, GEORGIA
CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS (continued)
LAST TEN YEARS
(modified accrual basis of accounting)

	Fiscal Year									
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Other financing sources (uses)										
Issuance of note payable	-	-	-	1,500,000 (1)	-	-	-	-	-	-
Issuance of long-term debt	-	3,600,000 (9)	-	-	2,513,000 (5)	-	-	-	-	-
Payment to refunded bond escrow agent	-	-	-	-	(2,478,307) (5)	-	-	-	-	-
Financed purchases	783,432	226,855	322,523	245,900	-	-	-	772,385	-	-
Proceeds from sale of capital assets	1,155	23,086	925	32,366	-	89,099	25,709	176,754	11,360	10,159
Transfers in	2,645,444	3,704,520	3,271,585	2,807,434	2,774,323	2,737,479	2,659,802	2,506,264	3,640,105 (7)	2,390,995
Transfers out	(92,000)	(881,944)	(862,140)	(1,141,467)	(978,801)	(1,057,331)	(792,801)	(878,620)	(722,000)	(708,625)
Total other financing sources (uses)	3,338,031	6,672,517	2,732,893	3,444,233	1,830,215	1,769,247	1,892,710	2,576,783	2,929,465	1,692,529
Net change in fund balances	\$ 57,043	\$ 3,620,921	\$ (1,419,080)	\$ 713,185	\$ 461,842	\$ 2,257,541	\$ 505,629	\$ 2,480,186 (6)	\$ 526,955 (7)	\$ (193,806)
Debt service as a percentage of noncapital expenditures	5.26%	10.52%	9.54%	7.69%	10.99%	10.02%	10.28%	7.86%	6.47%	6.35%

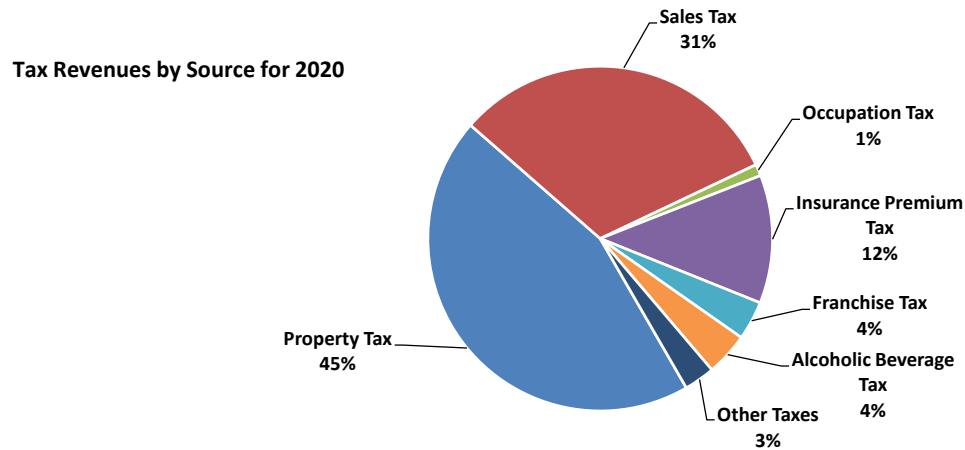
(1) Purchase of the Walton Plaza property & building.
(2) Large increase in building permits, specifically a major hospital renovation for a regional mental health center and a new addition to the new hospital.
(3) Large decrease in intergovernmental due to in 2015 the City received a 2007 SPLOST settlement in the amount of \$2.1 million.
(4) Issuance costs broken out for 2016 and forward, prior years not updated.
(5) Result of refunding of General Obligation Bonds in December 2016.
(6) Decrease in health insurance expense, reduction of employee count along with other cost saving measures.
(7) Additional transfer in from business type activities increased fund balance.
(8) Increase in grant funds.
(9) Issuance of the Urban Redevelopment Authority Revenue Bonds.

CITY OF MONROE, GEORGIA

GENERAL GOVERNMENTAL TAX REVENUES BY SOURCE LAST TEN YEARS (modified accrual basis of accounting)

Fiscal Year	Property Tax	Sales Tax	Occupation Tax	Insurance Premium Tax	Franchise Tax	Alcoholic Beverage Tax	Other Taxes	Total
2011	\$ 3,000,325	\$ 1,869,516	\$ 78,900	\$ 620,730	\$ 240,578	\$ 313,318	\$ 158,130	\$ 6,281,497
2012	2,811,677	1,904,411	76,800	659,319	220,358	323,521	111,956	6,108,042
2013	3,226,884 ⁽³⁾	1,624,397 ⁽⁴⁾	79,100	682,662	281,939	320,128	110,335	6,325,445
2014	3,139,290	1,732,915	81,700	712,964	263,862	317,307	100,409	6,348,447
2015	3,218,624	1,694,943	84,150	761,685	282,669	314,926	105,321	6,462,318
2016	3,045,230	1,672,504	86,200	825,052	303,920	296,799	127,591	6,357,296
2017	3,155,876	1,782,464	87,339	852,827	317,921	347,533	99,342	6,643,302
2018	3,355,741 ⁽²⁾	2,027,527 ⁽¹⁾	93,850	919,876	333,951	308,455	150,228	7,189,628
2019	3,627,222	2,356,109	93,079	977,418	320,400	313,204	205,396	7,892,828
2020	3,836,132	2,700,402	93,275	1,031,761	313,397	346,399	247,420	8,568,786

- (1) Sales tax increase due to Local Option Sales Tax (LOST) collections, effect of increased local sales.
- (2) Property tax increased with collections performed by Walton County Tax Commissioner's office.
- (3) Property tax increase in 2013 was due to a large abated property becoming taxable.
- (4) Sales tax decrease in 2013 was due to the renegotiation of allocation from Walton County.



CITY OF MONROE, GEORGIA

ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY LAST TEN YEARS

Fiscal Year	Residential Property	Commercial Property	Industrial Property	Other Property (1)	Less: Tax Exempt Real Property	Total Taxable Assessed Value	Total Direct Tax Rate	Estimated Actual Taxable Value	Assessed Value as a Percentage of Actual Value
2011	\$ 129,835,247	\$ 135,178,569	\$ 69,790,797	\$ 28,142,060	\$ 6,823,832	\$ 356,122,841	7.612	\$ 890,307,103	40%
2012	109,425,675	132,208,471	76,182,889	27,209,932	8,170,494	336,856,473 (3)	8.231	842,141,183	40%
2013	107,348,542	125,669,505	58,924,814	29,444,826	7,518,692	313,868,995 (3)	8.470	784,672,488	40%
2014	111,572,435	151,640,759	65,604,578	24,586,089	13,654,853 (2)	339,749,008	8.353	849,372,520	40%
2015	122,503,729	149,253,961	63,854,238	20,097,713	13,888,756	341,820,885	8.115	854,552,213	40%
2016	138,620,409	155,101,971	77,120,434	17,224,710	21,630,049	366,437,475	7.802	916,093,688	40%
2017	162,883,341	157,978,674	90,977,408	16,089,194	31,688,869	396,239,748	7.421	990,599,370	40%
2018	172,994,149	165,084,770	88,379,597	14,737,546	22,627,411	418,568,651	7.277	1,046,421,628	40%
2019	188,366,699	152,320,597	95,099,296	14,125,236	27,839,611	422,072,217	7.802	1,055,180,543	40%
2020	221,454,383	155,153,319	106,346,324	13,898,876	43,995,439	452,857,463	7.588	1,132,143,658	40%

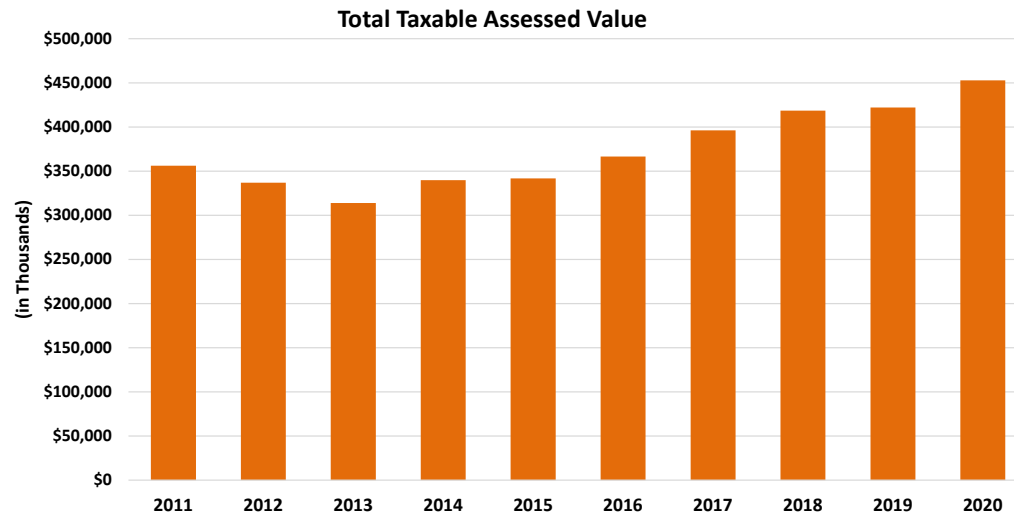
Source: Walton County Tax Assessors Office

Note: Property in the City is reassessed periodically. Property is assessed at 40% of the fair market value; therefore, the assessed values are equal to 40% of the estimated actual value. Tax rates are per \$1,000 of assessed value.

(1) Other property consists of historic, agricultural, conservation use, utility, motor vehicle and mobile homes.

(2) Increase in exempt real property due to Wal-Mart Dist failed to file for freeport exemption.

(3) Decrease in digest values due to reassessments.



CITY OF MONROE, GEORGIA

**PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS (1)
PER \$1,000 OF ASSESSED VALUE
LAST TEN YEARS**

Fiscal Year	City of Monroe, Georgia			Overlapping Rates (1)					Total Direct & Overlapping Rates
	Operating Millage	Debt Service Millage	Total City Millage	County	School District			State	
					Operating Millage	Debt Service Millage	Total School Millage		
2011	5.565	2.047	7.612	11.135	19.600	2.200	21.800	0.25	40.797
2012	6.020	2.211	8.231	11.998	19.300	3.500	22.800	0.20	43.229
2013	5.971	2.499	8.470	11.928	19.802	3.700	23.502	0.15	44.050
2014	6.017	2.336	8.353	11.773	19.502	3.500	23.002	0.10	43.228
2015	5.734	2.381	8.115	11.194	19.250	3.350	22.600	0.05	41.959
2016	5.582	2.220	7.802	11.325	18.900	3.200	22.100	-	41.227
2017	5.418	2.003	7.421	10.905	18.700	2.900	21.600	-	39.926
2018	5.298	1.979	7.277	10.905	18.600	2.600	21.200	-	39.382
2019	5.821	1.981	7.802	10.905	18.600	2.300	20.900	-	39.607
2020	7.588	-	7.588	10.677	19.100	2.300	21.400	-	39.665

Source: Walton County Tax Assessors Office & Ga Dept of Revenue website

Note: Assessed values are established by the County Assessors on January 1 of each year at 40% of the actual value.

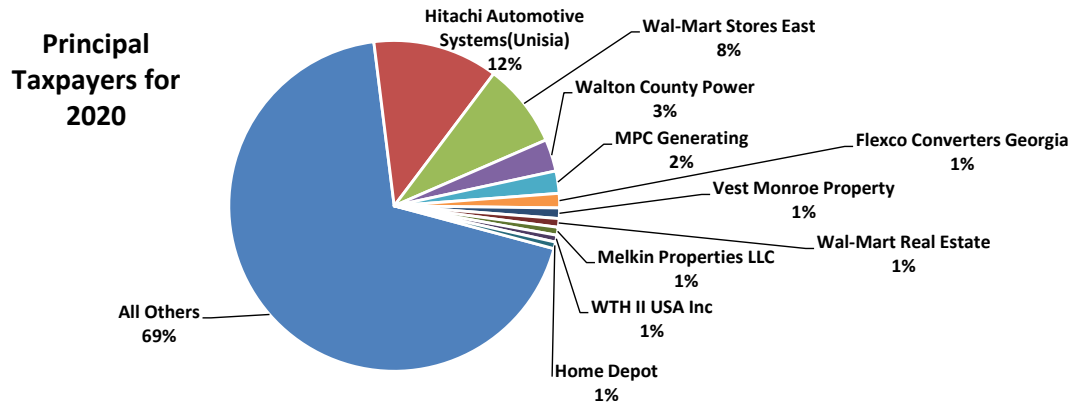
(1) Overlapping rates are those of local and county governments that apply to property owners within the City of Monroe.

CITY OF MONROE, GEORGIA

PRINCIPAL PROPERTY TAXPAYERS CURRENT AND NINE YEARS AGO (amounts expressed in thousands)

Taxpayer	2020			2011		
	Taxable Assessed Value	Rank	Percentage of Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Taxable Assessed Value
Hitachi Automotive Systems(Unisia)	\$ 55,453	1	12.25 %	\$ 8,345	4	2.34 %
Wal-Mart Stores East	37,166	2	8.21	28,208	1	7.92
Walton County Power	14,166	3	3.13	24,778	2	6.96
MPC Generating	9,876	4	2.18	20,767	3	5.83
Flexco Converters Georgia	6,396	5	1.41			
Vest Monroe Property	4,644	6	1.03			
Wal-Mart Real Estate	3,819	7	0.84	5,060	7	1.42
Melkin Properties LLC	3,516	8	0.78			
WTH II USA Inc	3,047	9	0.67			
Home Depot	2,924	10	0.65	3,664	9	1.03
Monroe HMA LLC dba Clearview Medical	3,517	10	0.78	5,683	6	1.60
E. Kenneth Murray				5,964	5	1.67
Windstream Georgia				3,608	10	1.01
Walton Ventures, Inc				3,666	8	1.03
Totals	\$ 144,524		31.91 %	\$ 109,743		30.82 %

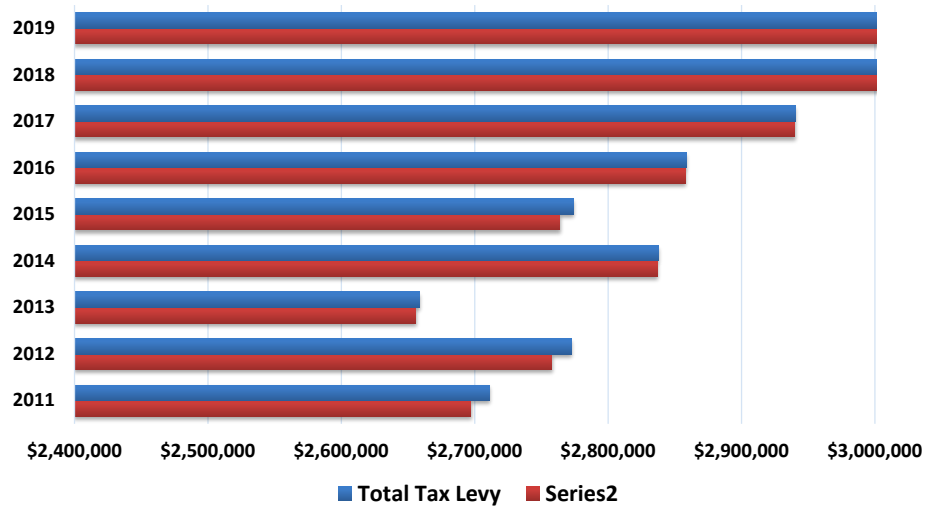
Source: Walton County Tax Commissioner's Office



CITY OF MONROE, GEORGIA

PROPERTY TAX LEVIES AND COLLECTIONS LAST TEN YEARS

Fiscal Year	Total Tax Levy	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
		Amount	Percentage of Levy		Amount	Percentage of Levy
2011	\$ 2,710,807	\$ 2,310,988	85.3 %	\$ 386,215	\$ 2,697,203	99.5 %
2012	2,772,666	2,429,276	87.6	328,616	2,757,892	99.5
2013	2,658,470	2,371,648	89.2	284,256	2,655,904	99.9
2014	2,837,923	2,381,738	83.9	455,018	2,836,756	100.0
2015	2,773,876	2,391,671	86.2	372,216	2,763,887	99.6
2016	2,858,945	2,610,797	91.3	247,059	2,857,856	100.0
2017	2,940,495	2,645,638	90.0	294,391	2,940,029	100.0
2018	3,045,924	2,755,055	90.5	288,605	3,043,660	99.9
2019	3,293,007	3,022,004	91.8	197,028	3,219,032	97.8
2020	3,436,282	3,022,004	87.9	-	3,022,004	87.9

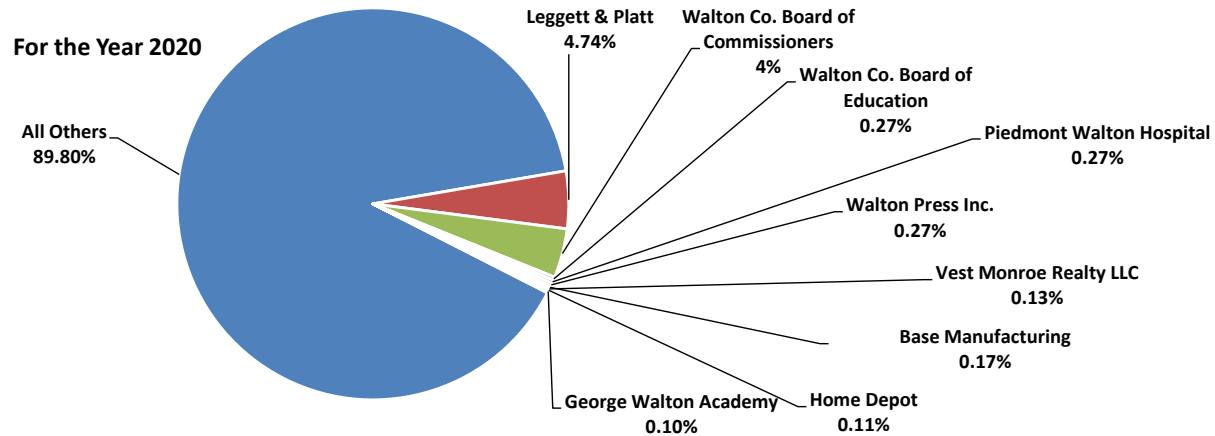


CITY OF MONROE, GEORGIA

TOP TEN ELECTRIC CUSTOMERS CURRENT AND NINE YEARS AGO

Customer	2020				2011			
	Usage in MWh	Annual Revenue (in thousands)	Rank	Percentage of Total Revenues	Usage in MWh	Annual Revenue (in thousands)	Rank	Percentage of Total Revenues
Leggett & Platt	8,381	\$ 828	1	4.74 %	8,237	\$ 584	3	4.00 %
Walton Co. Board of Commissioners	5,781	710	2	4.06	6,576	662	1	4.54
Walton Co. Board of Education	3,617	48	3	0.27	5,996	640	2	4.39
Piedmont Walton Hospital	4,633	47	4	0.27				
Walton Press Inc.	4,061	47	5	0.27	3,175	288	5	1.97
Base Manufacturing	2,422	29	6	0.17	2,515	242	6	1.66
Vest Monroe Realty LLC	1,932	22	7	0.13				
Home Depot	1,576	19	8	0.11	2,182	177	8	1.21
George Walton Academy	1,325	18	9	0.10	2,167	220	7	1.51
Quality Foods	1,194	14	10	0.08	1,805	139	10	0.95
Monroe HMA					5,518	348	4	2.39
Southern Family Markets (BiLo)					1,969	154	9	1.06
Totals	34,922	1,782		10.20	40,140	3,454		23.68
All Others	106,439	15,692		89.80	113,545	11,134		76.32
Annual Totals	141,361	\$ 17,474		100.00 %	153,685	\$ 14,588		100.00 %

Source: City of Monroe Finance Department

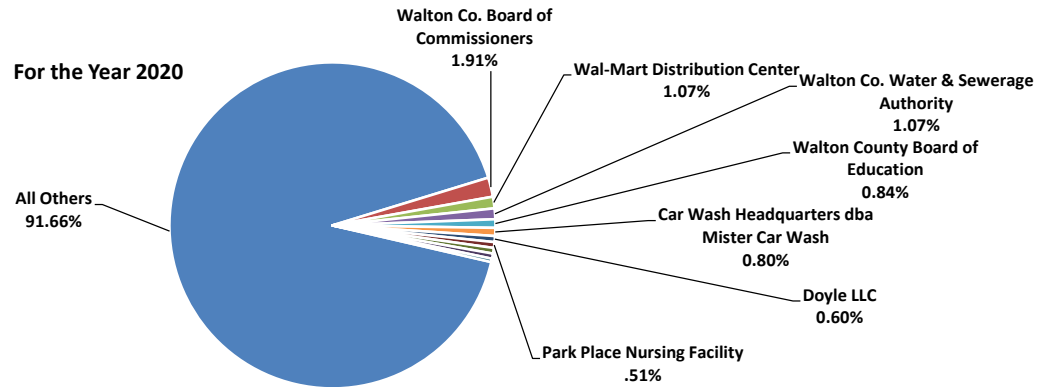


CITY OF MONROE, GEORGIA

TOP TEN WATER CUSTOMERS CURRENT AND NINE YEARS AGO

Customer	2020				2011			
	Usage in Gallons (thousands)	Annual Revenue (thousands)	Rank	Percentage of Total Revenues	Usage in Gallons (thousands)	Annual Revenue (thousands)	Rank	Percentage of Total Revenues
Walton Co. Board of Commissioners	14,242	\$ 93	1	1.91 %	21,794	\$ 118	1	3.07 %
Wal-Mart Distribution Center	10,011	56	2	1.15	9,376	37	4	0.96
Walton Co. Water & Sewerage Authority	12,333	52	3	1.07				
Walton County Board of Education	4,835	41	4	0.84	10,170	59	3	1.53
Car Wash Headquarters dba Mister Car Wash	7,124	39	5	0.80				
Doyle LLC	3,315	29	6	0.60	4,380	27	5	0.70
Unisia of Ga Corporation	4,324	28	7	0.58				
Piedmont Walton Hospital	4,702	27	8	0.55				
Park Place Nursing Facility	2,995	25	9	0.51	2,822	18	6	0.47
Walton County Power LLC	2,635	16	10	0.33	2,722	11	10	0.29
George Walton Academy					2,264	12	9	0.31
Monroe HMA					16,293	66	2	1.72
Base Manufacturing					3,098	13	8	0.34
Great Oaks					3,699	15	7	0.39
Totals	66,516	406		8.34	76,618	376		9.77
All Others	542,484	4,461		91.66	528,382	3,471		90.23
Annual Totals	609,000	\$ 4,867		100.00 %	605,000	\$ 3,847		100.00 %

Source: City of Monroe Finance Department



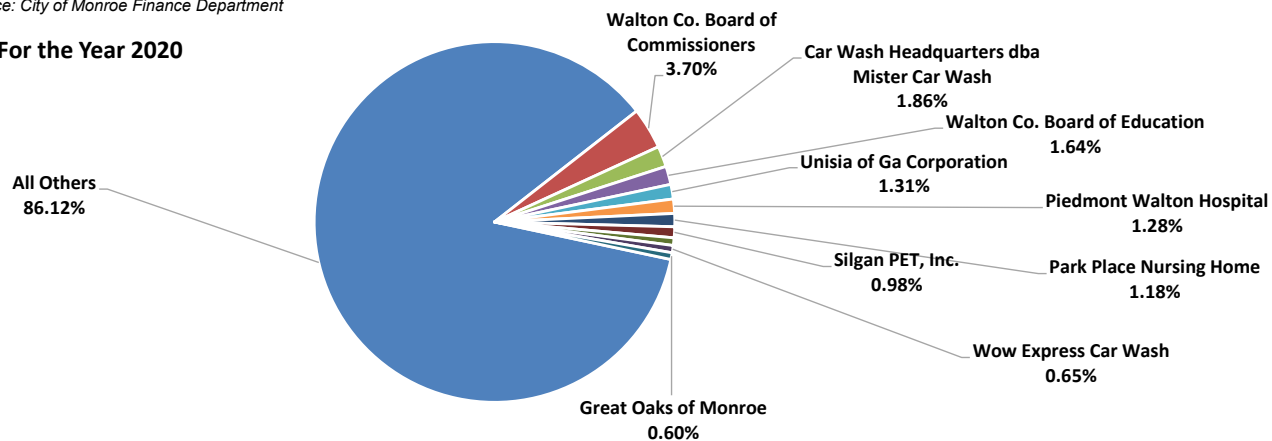
CITY OF MONROE, GEORGIA

TOP TEN SEWER CUSTOMERS CURRENT AND NINE YEARS AGO

Customer	2020				2011			
	Usage in Gallons (thousands)	Annual Revenue (thousands)	Rank	Percentage of Total Revenues	Usage in Gallons (thousands)	Annual Revenue (thousands)	Rank	Percentage of Total Revenues
Walton Co. Board of Commissioners	12,738	\$ 147	1	3.70 %	9,931	\$ 89	2	2.74 %
Car Wash Headquarters dba Mister Car Wash	7,124	74	2	1.86				
Walton Co. Board of Education	3,944	65	3	1.64	6,407	69	3	2.12
Unisia of Ga Corporation	4,324	52	4	1.31				
Piedmont Walton Hospital	4,728	51	5	1.28				
Park Place Nursing Home	2,995	47	6	1.18	2,822	33	4	1.02
Silgan PET, Inc.	2,428	39	7	0.98	1,484	18	6	0.55
Fresenius	2,558	27	8	0.68				
Wow Express Car Wash	2,375	26	9	0.65				
Great Oaks of Monroe	2,135	24	10	0.60	1,898	15	8	0.46
Base Manufacturing					3,098	24	5	0.74
George Walton Academy					1,823	17	7	0.52
Monroe HMA					16,290	125	1	3.84
Applebees Restaurant					1,855	14	9	0.43
Home Depot					1,376	12	10	0.37
Totals	45,349	552		13.88	46,984	416		12.80
All Others		3,423		86.12		2,835		87.20
Annual Totals		<u>\$ 3,975</u>		<u>100.00 %</u>		<u>\$ 3,251</u>		<u>100.00 %</u>

Source: City of Monroe Finance Department

For the Year 2020

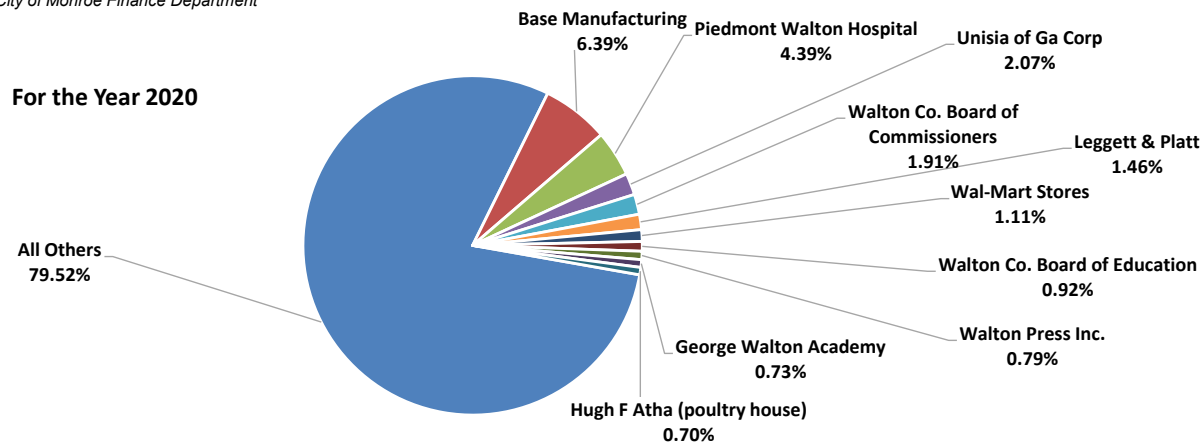


CITY OF MONROE, GEORGIA

TOP TEN GAS CUSTOMERS CURRENT AND NINE YEARS AGO

Customer	2020				2011			
	Usage in MCF	Annual Revenue (thousands)	Rank	Percentage of Total Revenues	Usage in MCF	Annual Revenue (thousands)	Rank	Percentage of Total Revenues
Base Manufacturing	23,199	\$ 201	1	6.39 %	30,145	\$ 290	1	7.08 %
Piedmont Walton Hospital	14,385	138	2	4.39				
Unisia of Ga Corp	6,294	65	3	2.07				
Walton Co. Board of Commissioners	5,755	60	4	1.91	9,589	110	5	2.68
Leggett & Platt	4,752	46	5	1.46	14,555	160	3	3.91
Wal-Mart Stores	3,449	35	6	1.11	4,273	47	8	1.15
Walton Co. Board of Education	2,897	29	7	0.92	8,599	97	6	2.37
Walton Press Inc.	2,612	25	8	0.79				
George Walton Academy	2,255	23	9	0.73	4,304	49	7	1.20
Hugh F Atha (poultry house)	2,202	22	10	0.70				
Wal-Mart Distribution					2,283	26	9	0.63
Monroe HMA					13,894	151	4	3.69
A Warrior Roofing					19,278	178	2	4.34
WASCO					2,229	25	10	0.61
Totals	67,800	644		20.47	109,149	1,133		27.66
All Others	203,159	2,501		79.53	234,637	2,964		72.34
Annual Totals	270,959	\$ 3,145		100.00 %	343,786	\$ 4,097		100.00 %

Source: City of Monroe Finance Department



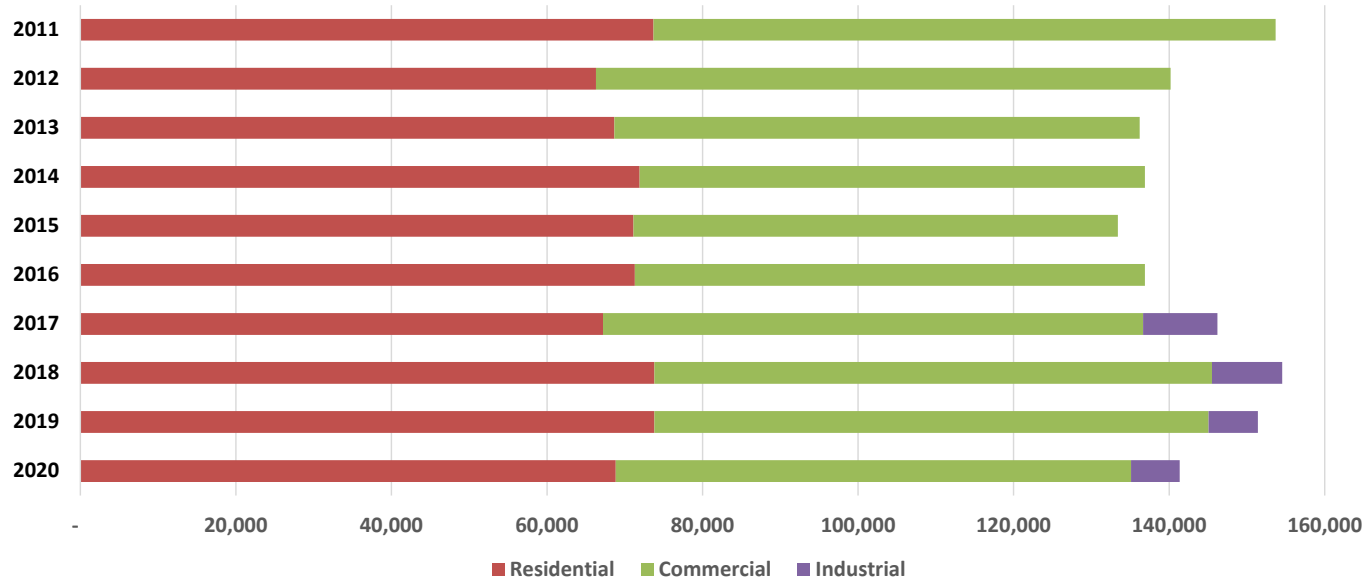
CITY OF MONROE, GEORGIA

ELECTRIC MWH SOLD BY TYPE OF CUSTOMER LAST TEN YEARS

Type of Customer	Fiscal Year									
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Residential	68,836	73,811	73,816	67,191	71,297	71,109	71,914	68,679	66,309	73,685
Commercial	66,263	71,250	71,693	69,461	65,589	62,282	64,971	67,529	73,865	80,000
Industrial	6,262	6,359	9,025	9,543	9,896	9,651	8,479	8,221	5,589 (1)	-
Total	141,361	151,420	154,534	146,195	146,782	143,042	145,364	144,429	145,763	153,685

(1) Beginning in 2012, the industrial classification was added. Previously this customer was included in commercial.

Source: City of Monroe Finance Department



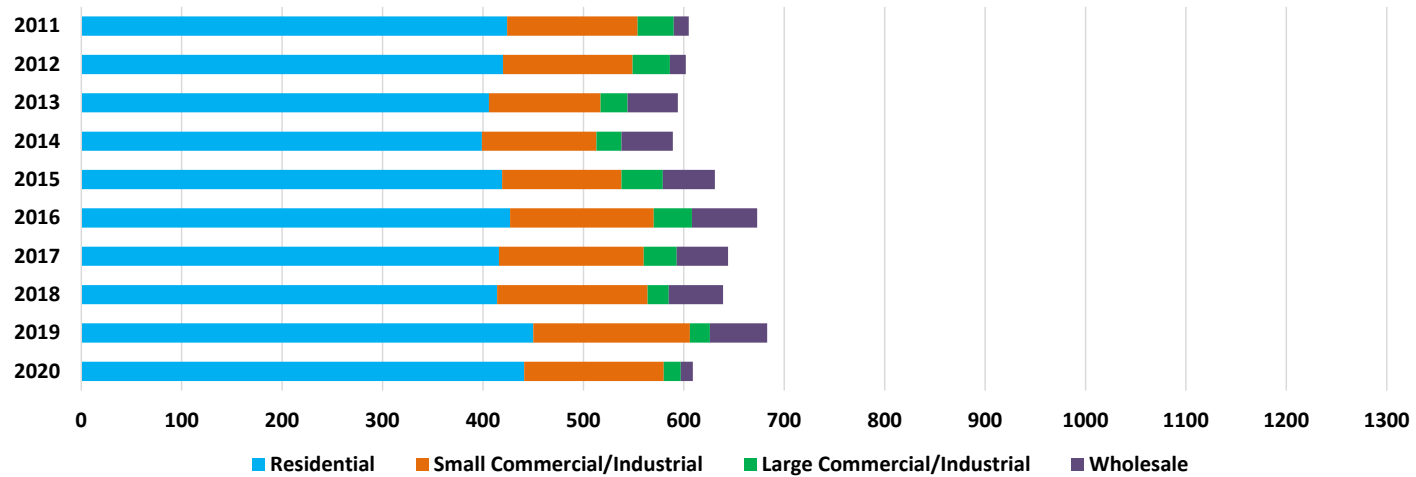
CITY OF MONROE, GEORGIA

WATER GALLONS SOLD BY TYPE OF CUSTOMER LAST TEN YEARS (amounts expressed in millions)

Type of Customer	Fiscal Year									
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Residential	441	450	414	416	427	419	399	406	420	424
Small Commercial (1)	139	156	150	144	143	119	114	111	129	130
Large Commercial & Industrial (1)	17	20	21	33	38	41	25	27	37	36
Wholesale	12	57	54	51	65	52	51	50 (1)	16	15
Total	609	683	639	644	673	631	589	594	602	605

(1) Walton County Water & Sewer Authority purchased a greater amount of wholesale during 2013.

Source: City of Monroe Finance Department



CITY OF MONROE, GEORGIA

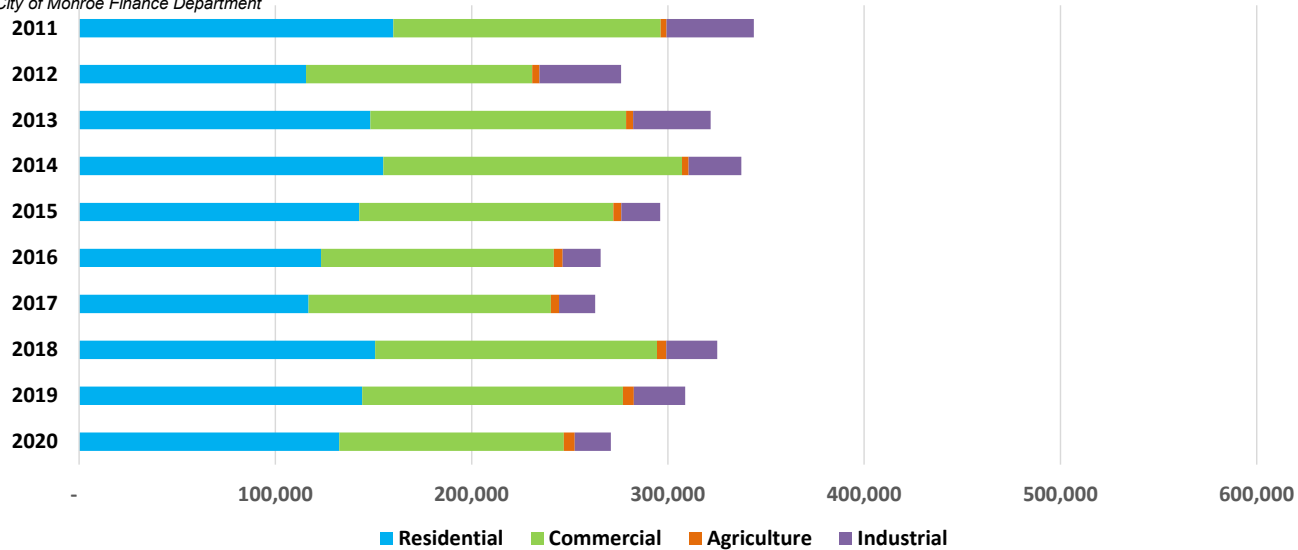
GAS MCF SOLD BY TYPE OF CUSTOMER LAST TEN YEARS

Type of Customer	Fiscal Year									
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Residential	132,481 (2)	144,240	150,822 (1)	116,889	123,276	142,784	154,956	148,391	115,644 (2)	160,106
Commercial	114,507 (2)	132,831	143,580	123,504	118,610	129,427	152,196	130,356	115,164 (2)	136,208
Agriculture	5,570	5,581	4,790	4,092	4,448	4,046	3,341	3,517	3,782	2,987
Industrial	18,401 (2)	26,125	25,909	18,428	19,411	19,837	26,870	39,539	41,500 (2)	44,485
Total	<u>270,959</u>	<u>308,777</u>	<u>325,101</u>	<u>262,913</u>	<u>265,745</u>	<u>296,094</u>	<u>337,363</u>	<u>321,803</u>	<u>276,090</u>	<u>343,786</u>

(1) Increase as a result of colder winter conditions.

(2) Decrease as a result of milder weather conditions.

Source: City of Monroe Finance Department



CITY OF MONROE, GEORGIA TELECOMMUNICATION SALES LAST TEN YEARS

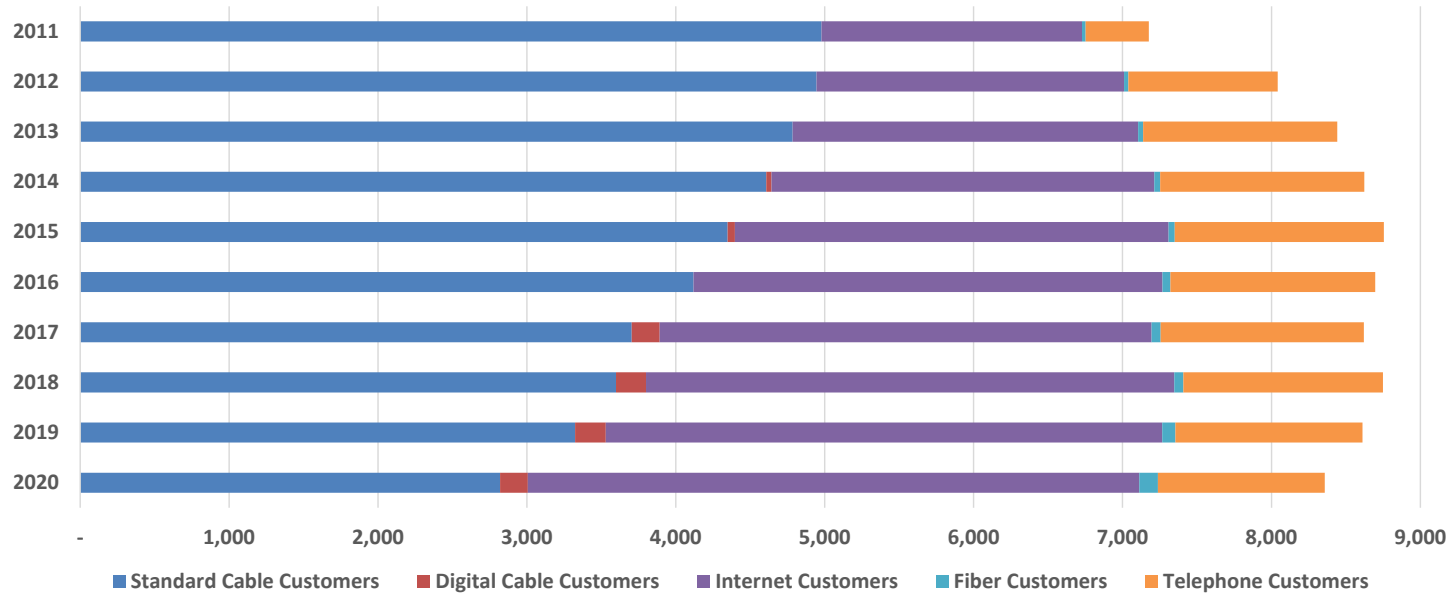
	Fiscal Year									
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Standard Cable Customers	2,820	3,323	3,598	3,703	4,119	4,348	4,607	4,784	4,944	4,978
Digital Cable Customers	186	206	202	188 (1)	-	49	36	-	-	-
Internet Customers	4,107	3,738	3,547	3,303 (2)	3,149	2,912	2,570	2,321	2,066	1,749
Fiber Customers	124	88	62	62	54	41	39	33	29	25
Telephone Customers	1,121	1,256	1,340	1,365	1,375	1,405	1,371	1,304	1,003	424
Annual Sales (in thousands)	\$ 6,392	\$ 6,383 (3)	\$ 5,511	\$ 5,276	\$ 5,138	\$ 4,911	\$ 4,839	\$ 4,628	\$ 4,065	\$ 3,800

(1) Digital service started again in 2017.

(2) Wireless Internet service started in 2017.

(3) The City implemented a \$20 programming fee for all cable customers in 2019.

Source: City of Monroe Finance Department



CITY OF MONROE, GEORGIA

RESIDENTIAL UTILITY RATES LAST TEN YEARS

Fiscal Year	Electric				Gas			Water		Sewer	
	Monthly Base Rate	First 700 KWH or less	Over 700 KWH (Summer)	Over 700 KWH (Winter)	Monthly Base Rate	Rate per CCF (Summer)	Rate per CCF (Winter)	Monthly Base Rate	Rate per 1,000 Gallons	Monthly Base Rate	Rate per 1,000 Gallons
2011	\$ 9.00	\$ 0.0685	\$ 0.0950	\$ 0.0560	\$ 10.00	\$ 0.375	\$ 0.375	\$ 14.00	\$ 1.95 (3)	\$ 14.00	\$ 3.58
2012	10.00 (4)	0.0900 (4)	0.1280 (4)	0.0780 (4)	10.00	0.375	0.375	14.00	1.95 (3)	14.00	3.58
2013	10.00	0.0900	0.1280	0.0780	10.00	0.375	0.375	14.00	1.95 (3)	14.00	3.58
2014	10.00	0.0900	0.1280	0.0780	12.00 (1)	0.375	0.375	15.00 (1)	2.07 (2)	15.00 (1)	3.58
2015	10.00	0.0900	0.1280	0.0780	12.00	0.375	0.375	15.00	2.07	15.00	3.58
2016	10.00	0.0900	0.1280	0.0780	12.00	0.375	0.375	15.00	2.07	15.00	3.58
2017	10.00	0.0900	0.1280	0.0780	12.00	0.375	0.375	15.00	2.07	15.00	3.58
2018	10.00	0.0900	0.1280	0.0780	12.00	0.375	0.375	15.00	2.07	15.00	3.58
2019	10.00	0.0900	0.1280	0.0780	12.00	0.375	0.375	15.00	2.07	15.00	3.58
2020	10.00	0.0900	0.1280	0.0780	12.00	0.375	0.375	15.00	2.07	15.00	3.58

Note: Rates are plus fuel adjustment and applicable sales tax

(1) Base rate increased on 1/1/2014.

(2) Rates based on 0 - 2,000 gallons, residential in-city and do not include out-of-city or commercial rates. Rates increased 01/01/2014.

(3) Rates based on 0 - 3,000 gallons, residential in-city and do not include out-of-city or commercial rates.

(4) Base rate and consumption rates increased on 01/01/2012.

CITY OF MONROE, GEORGIA

RATIOS OF OUTSTANDING DEBT BY TYPE LAST TEN YEARS

Fiscal Year	Governmental Activities				Business-type Activities		Total Primary Government	Percentage of Personal Income (1)	Per Capita (1)
	General Obligation Bonds	Revenue Bonds	Notes Payable	Financed Purchases	Utility Revenue Bonds	Notes Payable			
2011	\$ 5,375,000	\$ -	\$ -	\$ -	\$ 22,332,100	\$ 2,340,221	\$ 30,047,321	6.56 %	2,251
2012	5,008,878	-	-	-	21,020,428	2,354,430	28,383,736	5.93	2,126
2013	4,460,633	-	-	772,385	19,278,131	2,431,888	26,943,037	5.59	2,018
2014	3,853,240	-	-	518,861	17,545,917	3,707,085	25,625,103	5.27	1,903
2015	3,189,021	-	-	261,791	15,863,975	3,998,323	23,313,110	5.21	1,706
2016	2,513,000	-	-	-	16,770,000	1,643,516	20,926,516	4.48	1,532
2017	1,703,000	-	1,500,000	245,900	14,810,000	1,537,127	19,796,027	4.07	1,469
2018	868,000	-	1,425,000	452,899	13,010,000	1,430,205	17,186,104	3.28	1,275
2019	- (3)	3,600,000 (2)	1,350,000	468,202	11,505,000	1,322,748	18,245,950	3.32	1,344
2020	-	3,501,300	1,275,000	947,942	60,940,575 (4)	1,214,752	67,879,569	10.66	4,964

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

- (1) See the Schedule of Demographic and Economic Statistics for personal income and population data.
- (2) In 2019 the City issued Revenue Bonds for construction of the new police and municipal court building.
- (3) General Obligation Bonds were paid in full in 2019.
- (4) In 2020 the City issued Utility Revenue Bonds for water, sewer, gas and telecommunications project.

CITY OF MONROE, GEORGIA
RATIOS OF GENERAL BONDED DEBT OUTSTANDING
LAST TEN YEARS

<u>Fiscal Year</u>	<u>General Obligation Bonds</u>	<u>Less: Amounts Available in Debt Service Fund</u>	<u>Total</u>	<u>Percentage of Estimated Actual Taxable Value of Property (1)</u>	<u>Per Capita (2)</u>
2011	\$ 5,375,000	\$ 396	\$ 5,374,604	0.64 %	\$ 403
2012	5,008,878	293	5,008,585	0.64	375
2013	4,460,633	116	4,460,517	0.53	334
2014	3,853,240	116	3,853,124	0.45	286
2015	3,189,021	116	3,188,905	0.35	233
2016	2,513,000	116	2,512,884	0.25	184
2017	1,703,000	115	1,702,885	0.16	126
2018	868,000	115	867,885	0.08	64
2019	-	-	-	-	-
2020	-	-	-	-	-

Note: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

(1) See the Schedule of Assessed Value and Estimated Actual Value of Taxable Property for Property Value Data.

(2) Population data can be found in the Schedule of Demographic and Economic Statistics.

CITY OF MONROE, GEORGIA

DIRECT AND OVERLAPPING GOVERNMENTAL ACTIVITIES DEBT

<u>Governmental Unit</u>	<u>Debt Outstanding</u>	<u>Percentage Applicable to City of Monroe (1)</u>	<u>Amount Applicable to City of Monroe</u>
Overlapping:			
Walton County	\$ 10,187,247	12.84%	\$ 1,308,043
Walton County Board of Education	<u>32,130,000</u>	13.76%	<u>4,421,088</u>
Overlapping debt	<u>42,317,247</u>		<u>5,729,131</u>
Direct:			
City of Monroe	<u>5,724,242</u>	100.00%	<u>5,724,242</u>
Total direct and overlapping debt	<u>\$ 48,041,489</u>		<u>\$ 11,453,373</u>

Source: Assessed value data used to estimate applicable percentages provided by the Walton County Tax Assessors and the Georgia Department of Revenue Property Tax Division. Debt outstanding data obtained from Walton County's financial statements.

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the City. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of the City of Monroe, Georgia. This process recognizes that, when considering the government's ability to issue and repay long-term debt, the entire debt burden borne by the residents and businesses should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

(1) The percentage of overlapping debt applicable is estimated using taxable assessed property values. Applicable percentages were estimated by determining the portion of the county's taxable assessed value that is within the City's boundaries and dividing it by the county's total taxable assessed value.

CITY OF MONROE, GEORGIA
LEGAL DEBT MARGIN INFORMATION
LAST TEN YEARS
(amounts expressed in thousands)

	Fiscal Year									
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Debt Limit	\$ 49,685	\$ 44,991	\$ 44,120	\$ 42,793	\$ 38,807	\$ 35,571	\$ 35,340	\$ 32,139	\$ 34,503	\$ 36,295
Total Net Debt Applicable to Limit	-	-	868	3,203	2,513	4,288	4,286	4,461	4,905	5,375
Legal Debt Margin	\$ 49,685	\$ 44,991	\$ 43,252	\$ 39,590	\$ 36,294	\$ 31,283	\$ 31,054	\$ 27,678	\$ 29,598	\$ 30,920
Total Net Debt Applicable to the Limit as a Percentage of Debt Limit	0.00%	0.00%	1.97%	7.48%	6.48%	12.05%	12.13%	13.88%	14.22%	14.81%

Note: Under state finance law, the City's outstanding general obligation debt should not exceed 10 percent of total assessed property value. By law, the general obligation debt subject to the limitation may be offset by amounts set aside for repaying general obligation bonds.

CITY OF MONROE, GEORGIA
COMBINED UTILITY REVENUE BOND COVERAGE
LAST TEN YEARS
(amounts expressed in thousands)

Fiscal Year	Gross Revenue (1)	Operating Expenses (2)	Net Revenue Available for Debt Service	Debt Service Requirements (3)			Bond Coverage Ratio
				Principal	Interest	Total	
2011	\$ 31,538	\$ 25,584	\$ 5,954	\$ 1,592	\$ 1,025	\$ 2,617	2.28
2012	31,500	26,756	4,744	1,660	910	2,570	1.85
2013	33,233	26,264	6,969	1,701	873	2,574	2.71
2014	35,357	27,342	8,015	1,691	837	2,528	3.17
2015	35,974	26,544	9,430	1,635	797	2,432	3.88
2016	37,661	27,216	10,445	1,715	721	2,436	4.29
2017	37,996	29,268	8,728	1,960	359	2,319	3.76
2018	42,150	33,018	9,132	1,800	319	2,119	4.31
2019	42,378	32,427	9,951	1,505	281	1,786	5.57
2020	39,524	32,757	6,767	1,561	493	2,054	3.29

(1) Total revenues include interest, but not tap fees.
(2) Operating expenses do not include depreciation.
(3) Represents principal and interest for revenue bonds only.

CITY OF MONROE, GEORGIA
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN YEARS

<u>Fiscal Year</u>	<u>Population (1)</u>	<u>Personal Income* (in thousands)</u>	<u>Per Capita Personal Income (2)*</u>	<u>Median Age (1)</u>	<u>Housing Units (1)</u>	<u>Unemployment Rate (3)*</u>	<u>Wage & Salary Employment # of Jobs (2)*</u>
2011	13,349	458,338	34,335	33	6,250	9.9	24,286
2012	13,349	478,962	35,880	33	6,250	8.3	23,750
2013	13,349	482,339	36,133	33	6,212	7.5	24,443
2014	13,466	486,567	36,133	35	6,131	6.5	24,443
2015	13,664	447,728	32,767	36	6,446	5.3	25,178
2016	13,664	467,623	34,223	35	6,512	4.8	22,335
2017	13,478	485,801	36,044	32	5,379	3.8	33,151
2018	13,484	524,137	38,871	36	9,611	3.3	36,430
2019	13,573	549,136	40,458	33	9,611	2.5	37,751
2020	13,673	636,656	46,563	32	9,611 (4)	4.3	24,856

(1) Source: U.S. Census Bureau - all numbers are estimates from the Census Bureau except for 2010.
 (2) Source: Bureau of Economic Analysis
 (3) Source: BLS/Georgia Stats UGA
 (4) Information not available for 2020. The City elected to use the 2019 Housing Units.

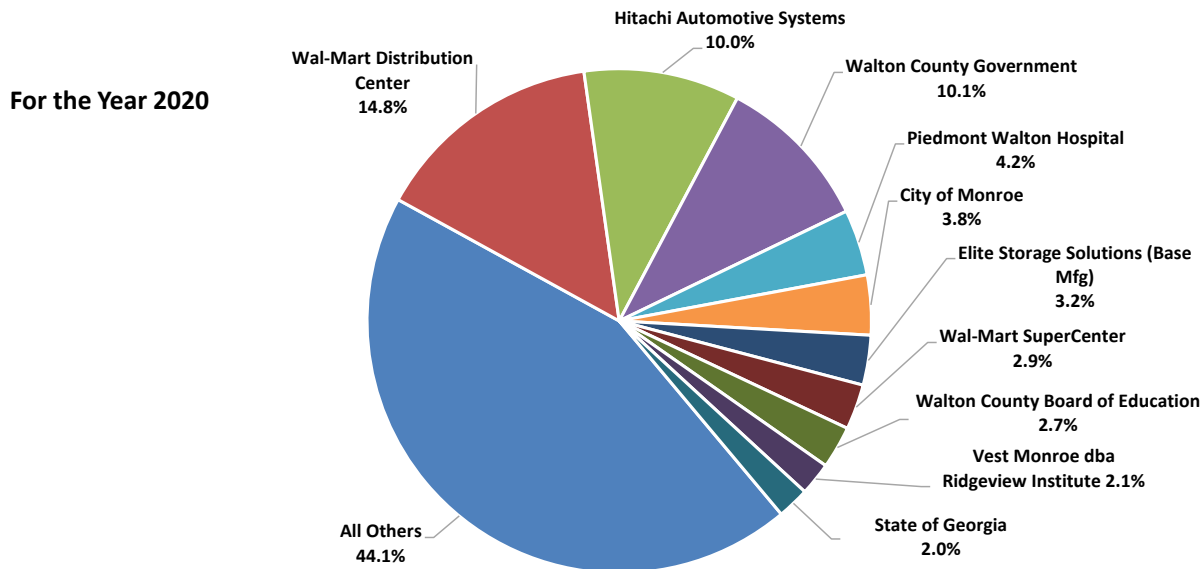
* Data only available at the County level

CITY OF MONROE, GEORGIA

PRINCIPAL EMPLOYERS CURRENT YEAR AND NINE YEARS AGO

Employer	2020			2011		
	Employees	Rank	Percentage of Total City Employment	Employees	Rank	Percentage of Total City Employment
Wal-Mart Distribution Center	916	1	14.8 %	771	1	14.0 %
Hitachi Automotive Systems	620	2	10.0	165	8	3.0
Walton County Government	625	3	10.1	565	2	10.2
Piedmont Walton Hospital	262	4	4.2			
City of Monroe	238	5	3.8	224	7	4.1
Elite Storage Solutions (Base Mfg)	198	6	3.2	146	9	2.6
Wal-Mart SuperCenter	180	7	2.9	230	6	4.2
Walton County Board of Education	169	8	2.7	464	3	8.4
Vest Monroe dba Ridgeview Institute	131	9	2.1			
State of Georgia	127	10	2.0	107	10	1.9
Monroe HMA				289	4	5.2
Angel Food Ministries				264	5	4.8
Totals	3,466		55.9 %	3,225		58.4 %

Source: City of Monroe Code Department



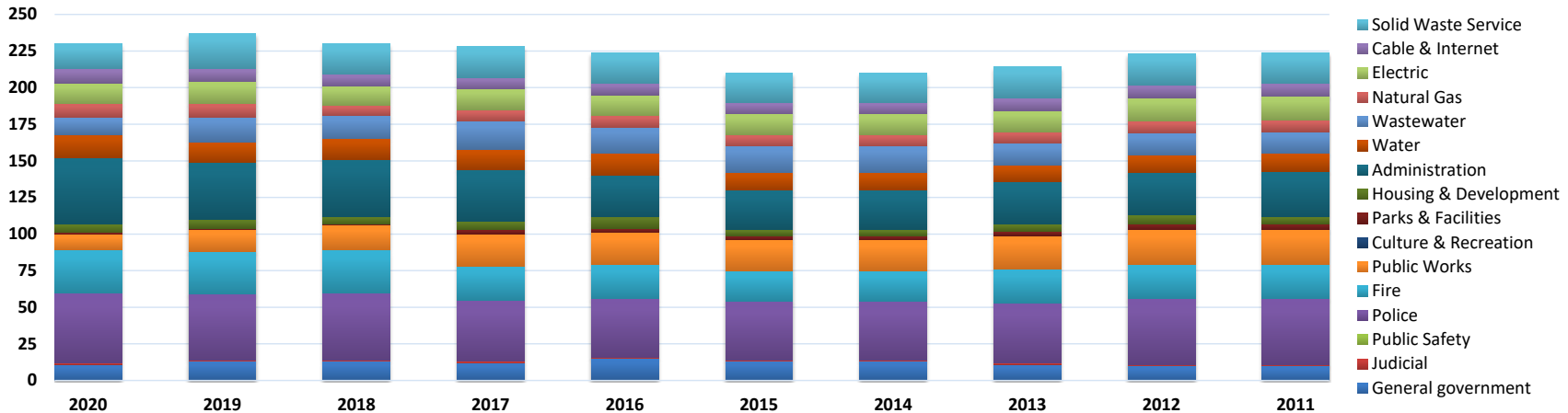
CITY OF MONROE, GEORGIA

FULL-TIME EQUIVALENT CITY GOVERNMENT EMPLOYEES BY FUNCTION LAST TEN FISCAL YEARS

Function	Fiscal Year									
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
General government	11	13	13	12	15	13	13	11	10	10
Judicial	1	1	1	1	1	1	1	1	1	1
Public Safety										
Police	48	45	46	42	40	40	40	41	45	45
Fire	29	29	29	23	23	21	21	23	23	23
Public Works	11	15	17	22	22	21	21	23	24	24
Culture & Recreation										
Parks & Facilities	1	1	1	3	3	3	3	3	4	4
Housing & Development	6	6	5	6	8	4	4	5	6	5
Utilities										
Administration	45	39	39	35	28	27	27	29	29	31
Water	16	14	14	14	15	12	12	11	12	12
Wastewater	12	17	16	19	18	18	18	15	15	15
Natural Gas	9	9	7	8	8	8	8	8	8	8
Electric	14	15	13	14	14	14	14	14	16	16
Cable & Internet	10	9	8	8	8	8	8	9	9	9
Solid Waste Service	17	24	21	21	21	20	20	21	21	21
Totals	230	237	230	228	224	210	210	214	223	224

Source: City Payroll Department

Employees by Function



CITY OF MONROE, GEORGIA

OPERATING INDICATORS BY FUNCTION LAST TEN FISCAL YEARS

Function	Fiscal Year									
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Police										
Number of dispatches	20,453	32,256	40,569	38,403	38,353	47,513	45,624	46,763	42,509	45,298
Number of traffic citations issued	2,934	5,310	6,269	3,478	2,087	3,624	4,510	3,738	2,715	4,189
Fire										
Number of fire/EMS dispatches	2,410	2,471	2,721	2,596	2,531	2,223	2,063	2,045	2,030	1,736
Highways & Streets										
Street resurfacing (lane miles)	-	1.9	2.4	2.5	1.6	2.1	2.2	2.3	2.3	2.3
Housing & Development										
Value of new building construction (000's) \$	259,644 (1)	43,230 (1)	24,577	12,638	43,219 (1)	7,110	13,797 (2)	36,969	5,000	2,535
Number of permits issued	874 (3)	121	174	149	98	76	149 (3)	53	12	31
Utilities										
Cable & Internet										
Number of customers standard cable	2,820	3,323	3,598	3,703	4,119	4,348	4,607	4,784	4,945	4,978
Number of customers digital cable	186	206	202	188	-	49	36	-	-	-
Number of internet customers	4,231	3,826	3,639	3,303	3,149	2,912	2,609	2,354	2,094	1,774
Number of phone customers	1,121	1,256	1,343	1,365	1,375	1,405	1,371	1,304	1,003	424
Electric										
Number of customers	6,647	6,444	6,290	6,286	6,252	6,191	6,154	6,117	6,059	5,978
Average daily consumption (KWh)	387,288	414,848	446,257	400,533	416,643	405,877	398,256	382,002	385,935	406,702
Natural gas										
Number of customers	3,997	3,852	3,760	3,756	3,716	3,692	3,700	3,708	2,732	3,720
Average daily consumption (MCF)	742	846	891	720	747	831	924	881	756	941
Wastewater										
Number of customers	7,427	7,163	6,937	6,863	6,834	6,804	6,757	6,762	6,644	6,550
Average daily sewage treatment (MGD)	1.870	1.660	1.850	1.770	1.700	1.700	1.600	1.540	1.314	1.413
Water										
Number of customers	10,128	9,545	9,239	9,136	9,059	8,986	8,941	8,876	8,783	8,665
Average daily consumption (000's)	1,669	1,875	1,752	1,763	1,842	1,731	1,615	1,628	1,652	1,658
Solid Waste Service										
Refuse collected (tons)	14,184	13,525	13,004	11,993	10,181	11,604	11,032	10,858	10,302	10,394
Recyclables collected (tons)	1,606	1,392	1,681	1,852	1,463	1,562	1,545 (4)	167	168	265
Number of residential customers	5,933	5,735	5,542	5,530	5,378	5,361	5,381	5,348	5,211	5,129
Number of commercial customers	609	620	653	622	650	625	655	682	665	609
Number of transfer station customers	17	15	14	15	15	15	16	16	14	19

Source: Various City Departments

Note: Indicators are not available for the General government function.

(1) Increase in permit valuation due to increased project square footage and types of projects performed.

(2) Decrease in permit valuation due to permits purchased in 2013 for Hitachi expansion.

(3) Increase in permits issued due to physician's building at the hospital and/or general increase in construction.

(4) Increase in number of tons due to reporting all recovered materials in 2014, prior years was only curbside recycling.

CITY OF MONROE, GEORGIA

CAPITAL ASSET STATISTICS BY FUNCTION LAST TEN FISCAL YEARS

Function	Fiscal Year									
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Administration										
Vehicles	11	11	12	12	12	-	-	-	-	-
Code										
Vehicles	3	3	3	5	5	-	-	-	-	-
Fire										
Stations	1	1	1	1	1	1	1	1	1	1
Vehicles	8	5	5	8	8	-	-	-	-	-
Police										
Stations	1	1	1	1	1	1	1	1	1	1
Vehicles	69	65	54	43	52	44	46	45	40	40
Streets & Transportation										
Streets (miles)	81	81	81	81	80	80	80 (1)	75	75	75
Streetlights	1,139	1,139	1,124	1,136	1,136	1,136	1,136	1,136	1,136	1,134
Traffic Signals	3	3	3	3	3	3	3	3	3	3
Vehicles	14	14	16	28	28	-	-	-	-	-
Utilities										
Cable										
Cable (miles)	278	278	273	270	267	267	267	267	267	267
Vehicles	5	5	6	10	10	-	-	-	-	-
Electric										
Lines (miles)	196	193	188	186	185	185	185	185	185	185
Substations	3	3	3	3	3	3	3	3	3	3
Vehicles	21	21	23	21	21	-	-	-	-	-
Natural Gas										
Mains (miles)	183	167 (3)	114	114	114	114	114	114	114	113
Vehicles	9	8	8	8	8	-	-	-	-	-
Stormwater										
Vehicles	2	1	1	2	2	-	-	-	-	-
Telecom										
Vehicles	2	2	1	1	1	-	-	-	-	-
Wastewater										
Sanitary sewer (miles)	143	141	140	140	140	140	140 (2)	154	154	154
Maximum daily treatment capacity (MGD)	3.4	3.4	3.4	3.4	3.4	3.4	3.4	3.4	3.4	3.4
Vehicles	17	16	16	16	16					
Water										
Mains (miles)	228	220	218	218	218	218	215 (2)	241	241	241
Maximum daily treatment capacity (MGD)	10	10	10	10	10	10	10	10	10	10
Treated water storage capacity (MG)	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5
Reservoir (raw) storage capacity (MG)	795	795	795	795	795	795	795	795	795	795
Vehicles	8	8	8	11	11					

CITY OF MONROE, GEORGIA
CAPITAL ASSET STATISTICS BY FUNCTION
LAST TEN FISCAL YEARS

Function	Fiscal Year									
	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Solid Waste Service										
Collection trucks	9	8	8	11	11	11	11	11	11	11
Recycling trucks	1	1	1	1	1	2	1	1	1	1
Transfer stations	1	1	1	1	1	1	1	1	1	1
Yard Trimmings trucks	4	3	3	3	3	-	-	-	-	-
Administration vehicles	2	2	2	2	2	-	-	-	-	-
GUTA-Georgia Utility Training Academy										
Vehicles	1	1	1	1	1	-	-	-	-	-

Source: Various City Departments

Note: Capital asset indicators are not available for the general government and housing and development functions.

- (1) Increase in miles of streets due to streets dedicated to the City.
- (2) Decrease in mile of mains due to corrected data from GIS in 2014.
- (3) Increase in miles of gas mains due to citywide expansion.

AN ORDINANCE TO ADOPT THE OFFICIAL ZONING MAP OF THE CITY OF MONROE,
GEORGIA

THE MAYOR AND COUNCIL OF THE CITY OF MONROE HEREBY ORDAIN AS
FOLLOWS:

ARTICLE I.

The “Official Zoning Map, City of Monroe, GA” as shown in the attached Exhibit A, attached hereto and incorporated fully herein by reference, and currently displayed at this public meeting, and having been made available for public review at City Hall at all times since May 3, 2021, leading up to its adoption pursuant to Georgia law, is hereby made the Official Zoning Map of the City of Monroe, Georgia. This map is a public record and shall be kept on file at City Hall, 215 N. Broad Street, Monroe, Georgia 30655 in the records of the City Clerk.

ARTICLE II.

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

ARTICLE III.

This ordinance shall take effect from and after its adoption by the Mayor and Council of the City of Monroe, Georgia.

FIRST READING. This 8th day of June, 2021.

SECOND READING AND ADOPTED on this 6th day of July, 2021.

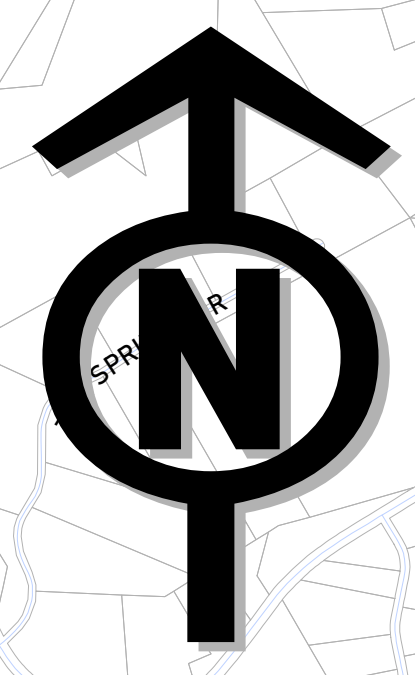
CITY OF MONROE, GEORGIA

By: _____ (SEAL)

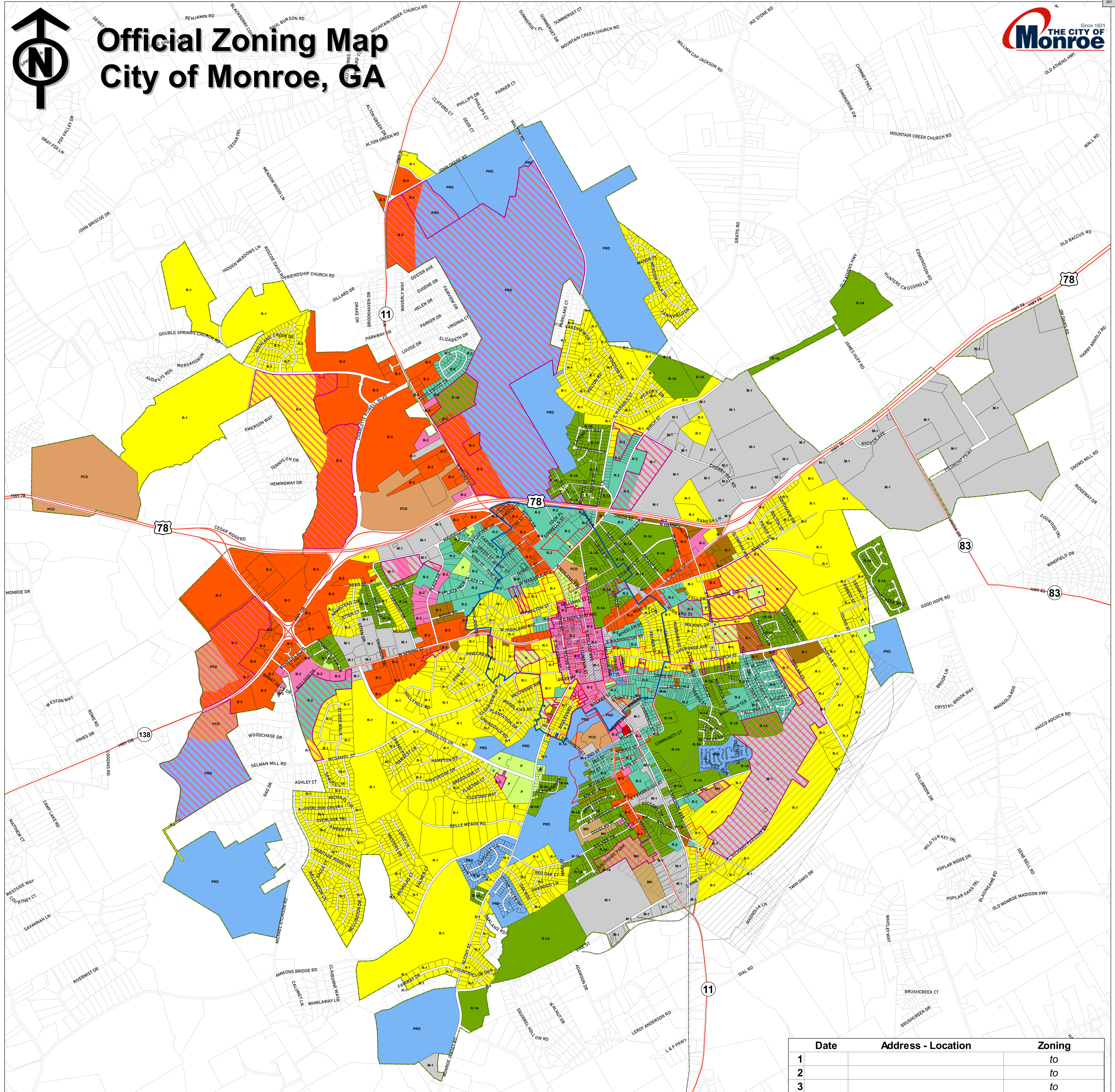
John S. Howard, Mayor

Attest: _____ (SEAL)

Debbie Kirk, City Clerk

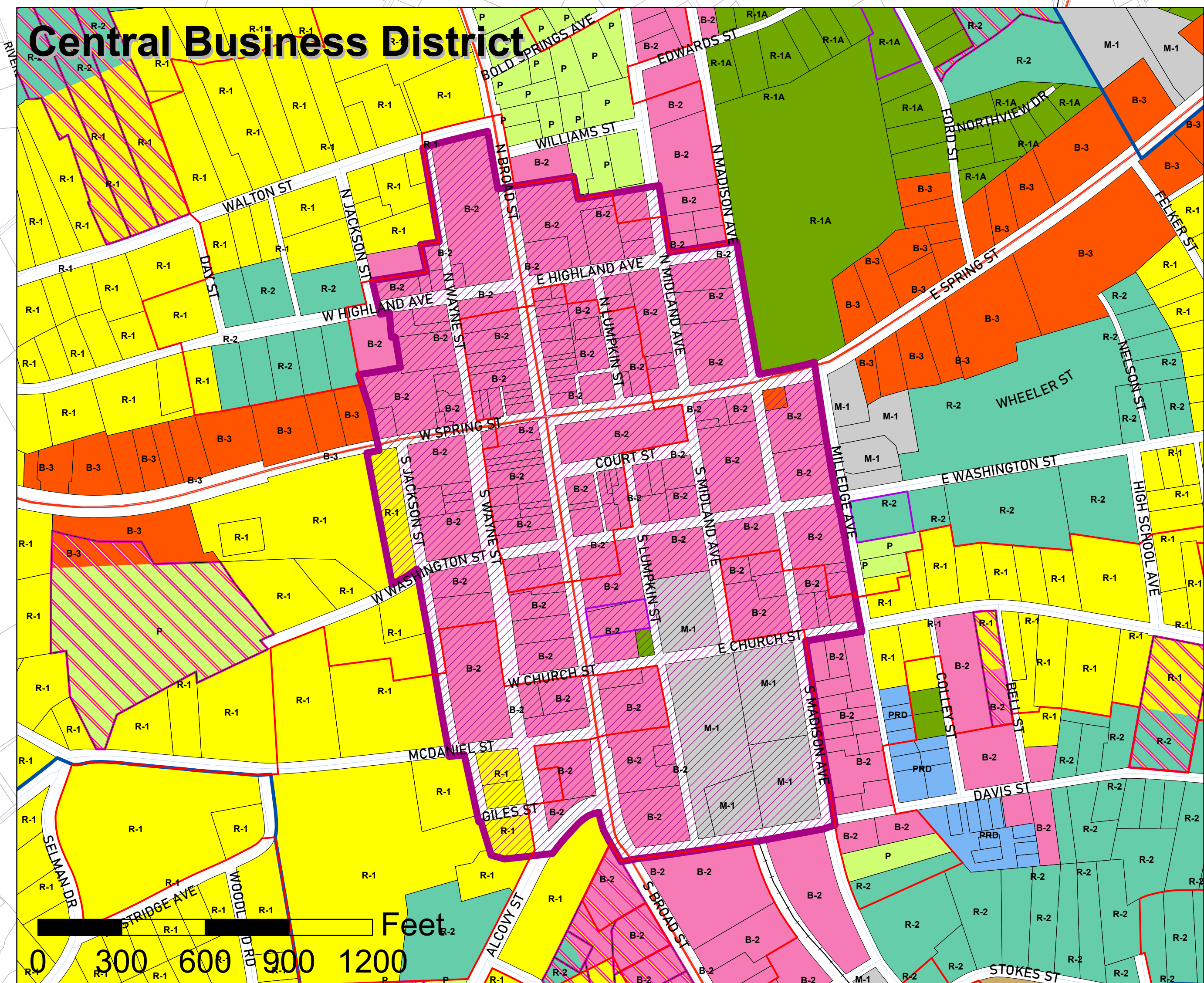


Official Zoning Map City of Monroe, GA



Legend

Monroe City Limits	B-1
Monroe Historic Districts	B-2
Historic Individual Landmarks	B-3
Airport Hazard Zone	M-1
Central Business District	MH
Infill Overlay District	MHDO
2021 City Tax Parcels	P
2021 County Tax Parcels	PCD
Streets	PPD
Railroad	PRD
Highways	R-1
	R-1A
	R-2
	SPLIT

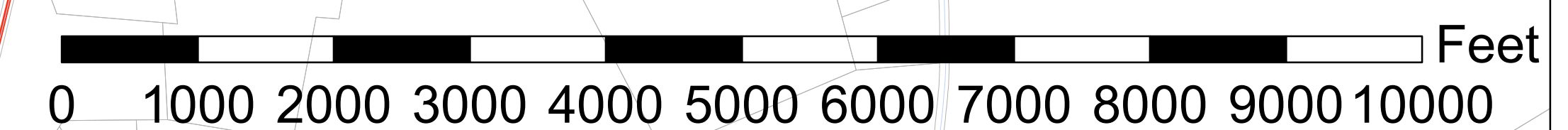


Date	Address - Location	Zoning
1		to
2		to
3		to
4		to
5		to
6		to
7		to
8		to
9		to
10		to
11		to
12		to
13		to
14		to
15		to
16		to
17		to
18		to
19		to
20		to

This is to certify that this is the official zoning map of the City of Monroe, Georgia, as adopted on the ____ day of _____, 20__.

John Howard, Mayor

Date



AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CITY OF MONROE,
 GEORGIA

THE MAYOR AND COUNCIL OF THE CITY OF MONROE HEREBY ORDAIN AS
 FOLLOWS:

ARTICLE I.

The Zoning Ordinance of the City of Monroe, officially adopted June 10, 2014, and effective July 1, 2014, as thereafter amended, is hereby amended by implementing the below text amendment as follows:

10th AMENDMENT - JULY 6, 2021

Table of Contents, Article VI: Use Provision By District is hereby amended and supplanted with the following sections as follows:

Section 620 Commercial District: P, B-1, B-2, B-3

Section 640 Overlay District: HPO, A-H, CDO, MHDO, CBD

Section 645 Infill Overlay District (IOD)

Section 646 Central Business District Overlay (CBD)

Article III, Section 310, Table 1 - Districts, is hereby amended by deleting said Table 1 - Districts in its entirety and replacing it with the following in lieu thereof:

LAND USE CATEGORY	SHORT TITLE	DISTRICT NAME
RESIDENTIAL:		
	R1	Large Lot Residential District
	R1A	Medium Lot Residential District
	R2	Multi-Family, High Density Residential District
	MH	Manufactured Housing District
COMMERCIAL:		
	P	Professional / Office / Institutional District
	B-1	Neighborhood Commercial District
	B-2	General Commercial District
	B-3	Highway Commercial District
INDUSTRIAL:		
	M-1	Light Industrial / Manufacturing District
OVERLAY:		
	HPO	Historic Preservation Overlay District

	CDO	Corridor Design Overlay District
	A-H	Airport Hazard Overlay District
	MHDO	Monroe and Walton Mills Historic Overlay District
	IOD	Infield Overlay District
	CBD	Central Business District Overlay
PLANNED DEVELOPMENT:		
	PRD	Planned Residential District
	PPD	Planned Professional District
	PCD	Planned Commercial District
	PID	Planned Industrial District

Article III, Section 310.1, is hereby amended by deleting said Section 310.1 in its entirety and replacing it with the following in lieu thereof:

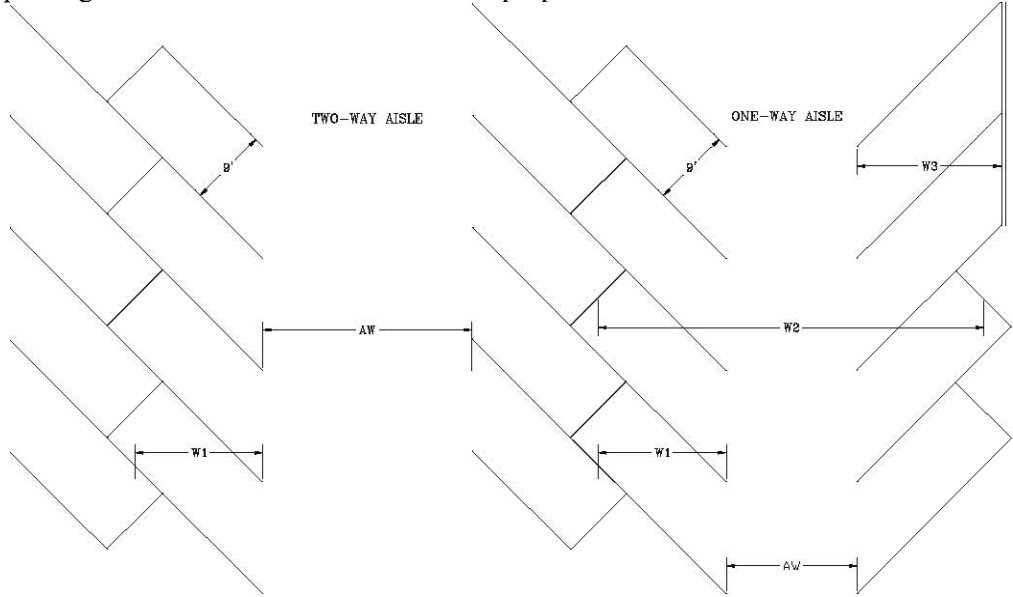
310.1 Incorporation of the Zoning Map. The boundaries of the above-described districts are hereby established as shown on the map, entitled “Official Zoning Map, City of Monroe, GA” adopted on July 6, 2021, by the Mayor and City Council of Monroe, Georgia, and certified by the City Clerk, as amended from time to time as called for herein in Section 310.2. This map shall be the Official Zoning Map of the City of Monroe and is hereby made a part of this Ordinance as if fully set forth herein. Said map is a public record and shall be kept on file at City Hall, 215 N. Broad Street, Monroe, Georgia 30655, in the records of the City Clerk.

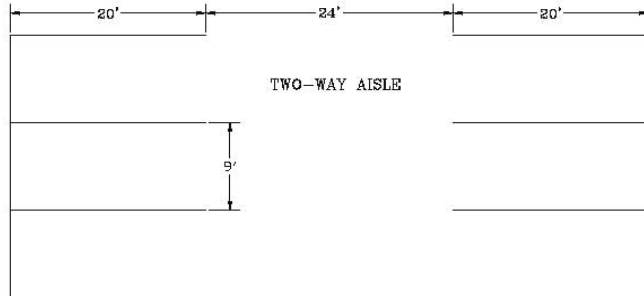
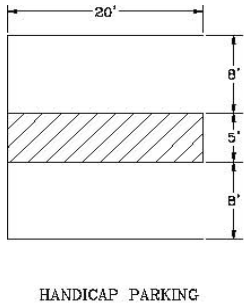
Article V, Section 520.2, is hereby amended by deleting said Section 520.2 in its entirety and replacing it with the following in lieu thereof:

520.2 General Requirements.

- (1) Minimum Size of Off-Street Parking Space. A space at least nine (9) feet wide and twenty (20) feet long with a minimum net area of one hundred and eighty (180) square feet, excluding area for egress and ingress and maneuvering of vehicles.
- (2) Off-Street Parking Space on Different Lot. If an off-street parking space cannot be reasonably provided on the same lot on which the principal use is conducted, the Code Enforcement Officer may permit such space to be provided on other off-street property, if such space lies within four hundred (400) feet of the property line of such principal use, and is under the exclusive control of the person responsible for the principal use. For the purpose of this subsection, “exclusive control” means ownership of such remote space or a lease of such space for no less than two (2) years. Such vehicle parking space shall not thereafter be reduced or encroached upon in any manner.
- (3) Provision of Parking Spaces for Separate Uses. The required number of parking spaces for any number of separate uses may be combined in one (1) lot, but the required space assigned to a use may not be assigned to another use at the same time. However, the portion of the lot required for a use whose peak attendance will be at night or on a particular day of the week may be assigned to a use which will be closed during said peak attendance times. The Code Enforcement Officer shall have the authority to modify the minimum parking space requirements under this Article when such uses propose appropriate alternative Shared Parking arrangements.

- (4) No Reduction of Off-Street Parking Areas. Areas reserved for off-street parking shall not be reduced in area or changed to any other use unless the permitted use that it serves is discontinued or modified, and all requirements hereof continue to be met.
- (5) Pre-Existing Parking. Off-street parking existing on the effective date of this Ordinance serving an existing building or use shall not be reduced to an amount less than required herein for a similar new building or use.
- (6) Alteration of Existing Commercial Buildings. Any commercial building existing on the effective date of this Ordinance may be enlarged up to ten percent (10%) of gross commercial floor area without increasing existing off-street parking spaces.
- (7) Change of Use. In the case of an existing structure changing use, off-street parking requirements applicable to the new use must be provided, unless a variance is obtained in accordance with Section 1430.
- (8) Emergency Vehicles. Parking shall not obstruct Emergency Vehicles from access to buildings.
- (9) Handicap Parking Access. Handicap Parking Access shall be provided as required by the Americans with Disabilities Act. The parking requirements for disabled individuals are defined in the *Federal Register, 28 CFR part 36, Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities; Final Rule dated July 26, 1991.*
- (10) Parking Space and Aisle Dimensions. The following diagrams specify the required space and aisle dimensions for the situation depicted. Alternate configurations in conformity with the spirit of these regulations may be authorized by the Code Enforcement Officer.
- (11) Shared parking arrangements are encouraged and may be approved administratively by the Code Enforcement Officer to satisfy up to 35% of the required parking facilities under Section 520.3.
- (12) On-street parking is encouraged in all areas of the City and may be permitted upon approval by the Code Enforcement Officer and the Director of the Street Department in unique circumstances when off-street parking is not feasible or beneficial to the proposed use.





Article V, Section 570, is hereby amended by deleting said Section 570 in its entirety and replacing it with the following in lieu thereof:

Section 570 Lot Coverage.

In an effort to maintain the rural character of the City of Monroe and to help protect the environment against the effects of erosion and sedimentation, and to maintain the benefits derived from watershed areas and groundwater recharge areas and from unique characteristics such as an established tree canopy, civic greenspaces, and landscaping enhancements, it is hereby determined that the maximum impervious lot coverage shall be 60% of the total site area in all zoning districts except the geographically small area of the City designated as CBD Overlay as permitted with a Certificate of Appropriateness pursuant to Section 646.5. Recognizing that redevelopment of existing properties offers unique challenges to site planning, particularly for smaller sites, alternative methods to address lot coverage are permissible for existing sites as outlined below with no more that 60% under any circumstance.

Article V, Section 570.1, is hereby amended by deleting said Section 570.1 in its entirety and replacing it with the following in lieu thereof:

570.1 New Development Projects: Lot coverage by impervious surfaces shall not exceed sixty percent (60%) in all zoning districts.

Article VI, Section 620, is hereby amended by deleting said Section 620 in its entirety and replacing it with the following in lieu thereof:

Section 620 Commercial Districts: P, B-1, B-2, B-3.

The commercial zoning districts include: Professional / Office / Institutional District (P), Neighborhood Commercial District (B-1), General Commercial District (B-2), and Highway Business District (B-3).

Article VI, Section 620.2, is hereby amended by deleting said Section 620.2 in its entirety and replacing it with the following in lieu thereof:

620.2 Specific Intent and Purpose.

- (1) In addition to the general purposes listed in Section 110, the specific purposes of these zoning districts are to:
 - (a) provide appropriately located areas for a full range of professional, office, institutional, service, and retail business needed by residents of, and visitors to, the City and region;
 - (b) strengthen the city's economic base, protect small businesses that serve city residents, and

- promote the sustained stability of commercial areas;
- (c) create suitable environments for various types of business and compatible residential uses, and protect them from the adverse effects of inharmonious uses;
 - (d) minimize the impact of commercial development on adjacent residential districts;
 - (e) minimize the impact of industrial development on adjacent commercial districts;
 - (f) ensure that the appearance and effects of commercial buildings and uses are harmonious with the character of the area in which they are located;
 - (g) ensure the provision of adequate off-street parking, loading, and storage facilities, the minimization of lot coverage and impervious surfaces, the provision of adequate screening, buffering, and landscaping, and the provision of adequate illumination for commercial buildings and uses; and,
 - (i) provide sites for compatible public uses which complement commercial development; and,
 - (j) prohibit uses that are noxious or offensive by reason of the emission or creation of odor, dust, fumes, smoke, gas, noise, vibration, or similar substances or conditions which in the opinion of the City would be detrimental to the community interest.
- (2) The unique specific purposes of each commercial zoning district are as follows:
- (a) *Professional / Office/Institutional District (P).*
To provide for areas where certain professional, office, and service commercial uses can coexist with compatible residential uses without the threat of encroachment of more intense retail or general commercial uses; to encourage such uses to remain in proximity to the business and activity center of the City thus reinforcing the highly pedestrian character of the historic downtown areas of the city; to encourage development (and redevelopment of non-conforming buildings and sites) which contributes to the small town architecture; to encourage non-linear development with shared parking, amenities, and access; and, to establish a transitional area to buffer surrounding residential neighborhoods from the highly active downtown center.
 - (b) *Neighborhood Commercial District (B-1).*
To provide for limited commercial uses in proximity to surrounding neighborhoods; to foster the retailing of goods and furnishing of selected services while protecting nearby residential properties from possible adverse effects; to encourage development and redevelopment of these areas as neighborhood convenience centers, thus not encompassing a full range of business activities but rather those which serve the needs of the immediate neighborhood; and establish a transitional area as a buffer between residential, pedestrian areas and areas of higher vehicle traffic and more intense commercial development.
 - (c) *General Commercial District (B-2).*
To provide for a range of commercial uses that supply commodities or services for both the community and regional market; to collect and consolidate such uses primarily on arterial streets and at major intersections; to minimize strip development along streets and roadways; and to provide adequate locations buffered by lighter commercial areas for those commercial activities which are frequently incompatible in close proximity to residential areas due to services, operations, or processes that are objectionable by reason of odor, dust, bright lights, smoke, noise, vibration, traffic volume and/or congestion, and exterior activities, storage, or displays.
 - (d) *Highway Business District (B-3).*
To provide an area for commercial establishments that normally depend on the traveling or commuting public for business and that generally offer extended hours of service; to allow the development of uses that usually involve larger vehicles transporting goods and servicing both commercial and industrial areas, the sales of motor vehicles and heavy equipment, and warehouse and commercial storage uses; to collect and consolidate such uses primarily on state and federal highway intersections; and to minimize strip development along streets and roadways; and to provide adequate areas for those commercial activities that generally offer

extended business hours beyond the typical 8 a.m. -6 p.m. work schedule and that frequently experience periods of higher traffic volume.

Article VI, Section 620.3, is hereby amended by deleting said Section 620.3 in its entirety and replacing it with the following in lieu thereof:

620.3 Commercial Land Use Regulations (P, B-1, B-2, B-3). The commercial zoning districts referenced below correspond to the districts listed in Section 620 and intent statements in Section 620.2. In *Table 5 - Commercial Zoning District Land Use Regulations*, the letter “P” designates use classifications permitted in commercial zoning districts. The letter “C” designates use classifications allowed by approval of a conditional use permit, see Section 1425. The letter “X” designates use classifications prohibited. References listed under “see section” reference additional regulations located elsewhere in this Ordinance or the Code of Ordinances. For further definition of the listed uses, see Article II. For the chart of dimensional requirements and exceptions, see Article VII.

Article VI, Section 620.3, Table 5, is hereby amended by deleting said Section 620.3, Table 5, in its entirety and replacing it with the following in lieu thereof:

LAND USE CATEGORY	DISTRICT					REFERENCE
Principal Use* (unless noted as an accessory use)	P		B1	B2	B3	See Section or Note
Accessory building and uses						
accessory apartments	P		P	P	P	See RESIDENTIAL
accessory dwelling units	C		C	X	X	See RESIDENTIAL
bed and breakfasts	C		P	P	P	Code § 22: 146-225
fuel dispensary, pump, island and/or canopy	X		C	P	P	Note (1)
home occupations	P		P	P	P	See § 1000.3
home office	P		P	X	X	
residential business	P		P	X	P	See § 1000.3
outdoor storage	X		X	X	P	
outdoor display	X		X	X	X	
sidewalk amenities	X		X	X	X	See § 1000.6
structures – general	P		P	P	P	See § 1000.1
temporary structures	P		P	P	P	See § 1000.9
uses – general	P		P	P	P	See § 1000.2
Administrative and information service facilities						
administrative offices/processing center	P		P	P	P	
call/telecommunications center	P		P	P	P	
data processing/programming facilities	P		P	P	P	
Agricultural uses						
timber harvesting	X		X	X	P	
Alcohol and beverage stores, retail						
beer and wine	X		C	P	P	

Amusements and Entertainment						
adult entertainment establishment	X		X	X	X	Note (19) See §1031
archery range or firing range	X		X	X	P	
game center	X		P	P	P	
miniature golf, outdoor	X		X	X	C	
play centers, skating rink, bowling alley	X		X	X	P	
theaters	X		X	X	P	
theaters, outdoor	X		C	C	C	
Animal facilities and services						
clinics and specialty services	X		X	P	P	Note(4) Note(4)
hospitals, lodging, and shelters	X		X	X	P	
animal/pet supply stores, retail (excluding pet sales)	X		P	P	P	
animal/pet supply stores (including pets sales)	X		X	P	P	
Antique, curio, and/or collectible shops	P		P	P	P	
Apparel stores-clothing and accessories, retail						
bridal, vintage, consignment, and rental	X		P	P	P	
new	X		P	P	P	
secondhand and/or thrift	X		P	P	P	
shoe repair, service	X		P	P	P	
tailoring and/or dressmaking, service	X		P	P	P	
Arts, Crafts, and Hobbies						
Art, craft and/or hobby supply stores, retail	X		P	P	P	
Art gallery or shop, retail	X		P	P	P	
Art studios	P		P	P	P	
Craftsman studios	P		P	P	P	
Audio/video/computer equipment						
supply stores, rental and/or repairs	X		P	P	P	
supply stores, retail	X		P	P	P	
Beauty shops, services						
barber, hairdresser, and/or stylist shops	P		P	P	P	
beauty supply, retail	P		P	P	P	
beauty/health spas	X		P	P	P	
manicure establishment	X		P	P	P	
tanning centers	X		P	P	P	
Book, news, magazine stores, retail	X		P	P	P	
Building, construction and special trade facilities						
contractor and developer offices	X		P	P	P	Note(5)
contractor/developer offices with facilities	X		X	X	P	
contractor/developer office center	X		X	X	P	Note(6)
landscape/irrigation service	X		X	X	P	
timber harvesting service	X		X	X	P	
tree surgery service	X		X	X	P	Note(10)
building supply store, wholesale	X		X	X	P	
Catering establishments, retail and rental	P		P	P	P	
Child-care facilities						
child-care, center	C		X	P	P	
child-care, home	C		X	P	P	
Principal Use* (unless noted as an accessory use)	P		B1	B2	B3	See Section or Note

Churches						
community	P		P	P	P	
megachurch	P		P	P	P	
neighborhood	P		P	P	P	
Collection Agency	P		P	P	P	
Community associations/clubs-civic and private	P		P	P	P	
Confectionery and dessert shops, retail	X		P	P	P	
Copy and blueprint shops	P		P	P	P	
Department/discount department stores, retail	X		P	P	P	
Detective agency	P		P	P	P	
Distribution and storage facilities						
warehouse, self-service (mini)	X		X	X	P	
warehouse	X		X	X	P	
Drug stores, retail	P		P	P	P	
Educational facilities						
schools-private, public, parochial	C		C	C	C	
school programs-day-, pre-, post-	C		C	C	C	
small scale instruction	C		P	P	P	
studios for work or teaching of fine arts, photography, music, drama, dance, martial arts	C		P	P	P	
Fabric and notion shops, retail	X		P	P	P	
Financial institutions-banks, savings/loans						
With/without drive-thru window	P		P	P	P	
Automatic teller machine only	P		P	P	P	
Florist and plant shops, retail	X		P	P	P	
Funeral and interment establishments						
cemeteries and memorial cemeteries	X		X	X	C	See §1020 Note (10)
gravestone and burial vault, sales and storage undertaking, mortuary, and/or funeral home	X		X	X	P	
	X		X	C	P	
Gift, card, and stationary shops, retail	X		P	P	P	
Grocers, retail						
convenience food stores	X		P	P	P	Note(12)
delicatessens, bakery, specialty	X		P	P	P	Note(12)
grocers farmers market	X		X	X	X	Note(7)
grocery markets	X		P	P	P	Note(12)
health food stores	X		P	P	P	Note(12)
Healthcare, service-dental, medical, optometry, psychiatric, chiropractic						
clinics (day services only)	P		P	P	P	Note(20)
convalescent care, nursing, rest homes	P		P	P	P	
hospitals and laboratories	P		X	P	P	
personal care homes, family	X		P	P	P	
personal care homes, group	C		P	P	P	
personal care homes, congregate private offices	C		C	P	P	
sanitariums and mental institutions	P		P	P	P	
	X		X	X	P	
	X		X	X	P	

Interior design and decorating establishments						
china, clock, frame, and/or rug shops,	X		P	P	P	
retail floor covering, retail and service	X		P	P	P	
furniture and furnishings stores,	X		P	P	P	
retail hardware and paint stores,	X		P	P	P	
retail kitchen supply stores, retail	X		P	P	P	
kitchen supply stores, rental	X		P	P	P	
linen and drapery, retail and service	X		P	P	P	
wallpaper, retail and service	X		P	P	P	
Jewelry stores, retail	X		P	P	P	
Laundry and/or dry cleaning establishments						
drop and pick up	X		P	P	P	
stations full-service	X		P	P	P	
self-service, public	X		C	P	P	
Lawn and garden establishments						
supply and equipment, retail and rental	X		C	P	P	Note(10)
greenhouse and plant nursery,	X		C	C	P	See § 1000.5
Lodging						
bed and breakfast inns	C		C	P	P	
hotels	X		C	P	P	
inns	X		C	P	P	
inns	X		X	C	P	
Mercantile and dry good stores, retail	X		P	P	P	
Media facilities, print and electronic						
film and internet production offices	P		P	P	P	
newspapers offices	X		P	P	P	
publishing and printing establishments	X		P	P	P	
Motor vehicles and equipment						
>passenger vehicles and small engine equipment						Note(14)
body repair and painting	X		X	X	P	Note (8)
car wash, service or self-service	X		P	P	P	
fuel sales	X		P	P	P	
general service/installation of parts/access.	X		P	P	P	
new or used, sales and rental	X		X	C	P	Note(8)
light duty trailer sales, new-accessory use	X		X	C	P	Note(10)
parts/accessories,	X		P	P	P	Note (13)
sales tires, sales	X		C	C	P	
vehicle storage yard welding	X		X	X	P	Note (10)
and fabrication wrecker	X		X	X	P	Note(8)
and/or towing service	X		X	X	P	Note (8)
>heavy trucks, RVs and other heavy equipment						Note(15)
body repair and painting	X		X	X	P	Note(8)
fueling station	X		X	X	P	Note(8)
general service/installation of parts/access.	X		X	X	P	Note(8)
new or used, sales and rental	X		X	X	P	Note(13)
parts/accessories/tires,	X		X	X	X	
sales	X		X	X	X	

LAND USE CATEGORY	DISTRICT					REFERENCE
			B1	B2	B3	
Principal Use* (unless noted as an accessory use)	P		B1	B2	B3	See Section or Note
Musical instrument shop, retail	X		P	P	P	
Office Parks						
medical office parks	X		P	X	P	
professional office parks	P		P	X	P	
Office supply stores, retail	P		P	P	P	
Optical supply stores, retail	P		P	P	P	
Parking, commercial-primary use						
garages	P		P	P	P	Note(10)
lots	X		X	X	P	See §
Parks and Recreation						
campgrounds	X		X	X	X	Note(17), Note(18) Note(17)
health/fitness center	X		P	P	P	
gymnasium	X		C	C	P	
neighborhood activity center-accessory use	P		P	P	P	
parks, active	X		P	P	P	
parks, passive	P		P	P	P	
Photography						
supply and processing stores, sales/service	X		P	P	P	
portrait studio	P		P	P	P	
Professional offices	P		P	P	P	Note(9)
Public buildings						
government offices, libraries, museums	P		P	P	P	
convention hall, community center	P		P	P	P	
Recreational equipment stores, repair and Rental	X		X	P	P	Note(10)
Recreational equipment/supply stores, retail	X		X	P	P	Notes(10) & (13)
RESIDENTIAL:						
accessory apartments	P		P	C	C	See:§1000.8 See: §1000.8
accessory dwellings	P		P	C	C	
apartment buildings	C		C	C	C	
apartment houses	C		X	X	X	
lofts	P		P	P	P	
single-family dwellings	P		P	P	P	
two-family dwelling/duplex	X		X	X	X	
townhouses	C		C	C	C	
Restaurant						
restaurant/café, grill, lunch counter	X		P	P	P	Note(11)
with drive-in or drive-through service	X		X	X	P	Note(17)
with walk-up or walk-away service	X		X	X	P	

Sales and Service Facilities						
appliance stores (small and large), retail, rental, rental, and/or repairs	X		P	P	P	Note(2),(3)&(6)
building supply, retail	X		X	X	P	
equipment(small and large), service and rental	X		P	P	P	Note(2)
equipment(office), service and rental	X		X	P	P	
fuel sales-liquid, wholesale and sale	X		X	X	X	Note(16
funeral and interment establishments, wholesale and storage janitorial	X		X	X	P)
cleaning services janitorial/cleaning supply	X		X	P	P	
store, wholesale lawn and garden supply,	X		X	P	P	
wholesale locksmith shop, service	X		X	X	P	
	X		X	P	P	

LAND USE CATEGORY			DISTRICT			REFERENCE
Principal Use* (unless noted as an accessory use)	P		B1	B2	B3	See Section or Note
Sales and Service Facilities (continued)						
manufactured home sale lots	X		X	X	X	
pawn shop and pawnbrokers	X		X	X	P	
pest control services	X		X	X	P	
print and publication shops	X		X	X	P	
scrap hauling service	X		X	X	X	
sewer and septic tank service	X		X	X	X	
vending supply and service	X		X	X	X	
Shipping, packaging, and delivery establishments						
non-freight business	X		X	X	P	
Shopping Centers	X		X	X	P	
Telecommunications facilities						
mobile telephones/paging, retail and service	X		P	P	P	
satellite dishes, retail	X		P	P	P	
Temporary buildings	P		P	P	P	See §1000.9
Toy, variety, novelty, and dime stores, retail	X		P	P	P	
Transportation facilities						
airport	X		X	X	C	
administrative offices/dispatches	X		X	X	P	
commuter lot	X		X	X	P	
stations or terminals	X		X	X	P	
Travel agencies	P		P	P	P	
Utility and area service provider facilities						
emergency management services-fire, police, ambulance	P		P	P	P	
garbage and recycling collection services	X		X	X	X	
landfills, incinerators, and dumps	X		X	X	X	
recycling center	X		X	X	X	
telecommunications facility, radio and television stations	X		C	C	P	
telecommunications facility, tower/antenna	X		X	X	C	See Article XI
utility administrative office	X		X	X	P	
utility transformers, substations, and towers	P		P	P	P	

Vending					
food and beverage, temporary sales	X		X	X	X
general merchandise, temporary sales	X		X	X	X
parking, temporary event	X		P	P	P
outdoor sales, temporary sales	X		X	X	X

Notes for Table 5, Section 620.3:

(*) Unless otherwise specifically noted (for example, **RESIDENTIAL:**), all of the following uses are considered to be nonresidential, which for the purposes of this section encompasses commercial, professional, office and/or institutional uses. For commercial retail uses, incidental manufacturing of products sold by the retail establishment on the premises is included provided that the manufacturing area does not occupy more than twenty (20) percent of the total floor area and does not employ more than ten (10) persons.

- (1) Provided that fuel dispensary, pump and/or canopy is not located in the front yard except in B-3.
- (2) Small appliances means radio, television, computer, kitchen counter appliances, stereo, fax, computer printer, VCR/DVD players, and other appliances of similar size.
- (3) Large appliances means refrigerator, washer, dryer, dishwasher, stove, freezer, office copier, sewing machine, vending machine and other appliances of similar size.
- (4) Outdoor kennels, runs, or open areas are permitted as accessory uses in B-3 zoning districts only provided that such are located in the rear yard, enclosed by a fence not less than seven (7) foot high, and screened from the public right-of-way and from adjoining properties in accordance with Section 550.
- (5) Special trades means goods and services integral to building and construction, specifically roofing, sheet metal, electrical, plumbing, heating/air conditioning systems, cabinetry, carpentry, flooring, drapery, upholstery, lumber and building materials, hardware and paint, rug and carpet care, sign making, glass and mirror cutting, and antique repair and restoration.
- (6) Provided that such is not located within one hundred (100) feet of any residential district; provided that all operations are conducted in a building which shall not have any openings (other than a stationary window and pedestrian doors) facing the street frontage; and provided that no parts or waste materials shall be stored in the principal building.
- (7) Provided that temporary produce stands are located within the designated area within the CBD Overlay District and operated only during the established times set by Council or its designee.
- (8) Motor vehicle storage which is secondary and clearly incidental is permitted provided that such is located in the rear yard, enclosed by a fence not less than seven (7) foot high, and screened from the public right-of-way and from adjoining properties in accordance with Section 550.
- (9) Professional offices means the following recognized professional services/professionals: accountant, actuary, appraisal, architect, billing/bookkeeping, brokerage, computer science, decorator, designer, editor, engineer, insurance, investment, landscape architect, lawyer, real estate, researcher, surveyor, translator, and web design. See Section 210.
- (10) Provided that such is screened in accordance with Section 550.
- (11) For licensing requirements regarding pouring of alcoholic beverages, see Code of Ordinances, Chapter 6. (12) The selling of produce from vehicles or from temporary stands outside of the building is prohibited.
- (13) Outdoor display and storage of manufactured home (retail) and motor vehicle and heavy equipment (retail and rental) is permitted in accordance with Section 1000, but any repair of such must be conducted entirely within a building which shall not have any openings (other than a stationary window and pedestrian doors) facing the street frontage, shall have no parts or waste materials stored outside, and all motor vehicles placed on the display lot shall be in operating condition at all times.
- (14) Small equipment means lawn mowers (pushing), hand tillers, and other equipment of similar size whether engine operated or not.
- (15) Heavy equipment means farm machinery and implements, construction equipment, lawn mowers (riding and trailing), motorcycles, all-terrain vehicles (ATV), off-road vehicles (ORV), recreational vehicles (RV), boats, travel trailers and other equipment of similar size whether engine operated or not.
- (16) Excludes retails sales of fuels intended for car and light truck vehicle use.
- (17) As an accessory use only, snack counters and/or sales of food and non-alcoholic beverages are also included provided that said accessory use shall be operated in compliance with all applicable health regulations of the Walton

County Health Department.

(18) As an accessory use only, non-commercial nursery or child-care areas are also included provided that said accessory use shall be available only for patrons while the patrons are on the premise.

(19) In compliance with the City of Monroe Code of Ordinances, Chapter 22, Article II, Adult Entertainment.

(20) Not allowed in B2 located within the CBD Overlay.

Article VI, Section 640, is hereby amended by deleting said Section 640 in its entirety and replacing it with the following in lieu thereof:

Section 640 Overlay Districts: HPO, A-H, CDO, MHDO, IOD, CBD.

The overlay zoning districts of the City of Monroe include: Historic Preservation Overlay District (HPO), Airport Hazard Overlay District (A-H), Corridor Design Overlay District (CDO), the Monroe & Walton Mills Historic District Overlay (MHDO), the Infill Overlay District (IOD), and the Central Business District Overlay (CBD). Overlay districts are superimposed over existing zoning districts. The special requirements of the overlay districts shall apply in addition to the requirements of the zoning district within which a specific property is located. Uses permitted within the overlay districts are those permitted in the underlying zoning district. If there is any conflict between this Section and another part of this Ordinance, the more stringent requirement shall govern.

Article VI, Section 645, is hereby amended by deleting said Section 645 in its entirety and replacing it with the following in lieu thereof:

Section 645 Infill Overlay District.

645.1 Intent and Purpose.

The Infill Overlay District (hereinafter referred to as the “IOD District”), is designed to infill parcels within close proximity to the Central Business District Overlay for high density single family detached dwellings to encourage in-town living with a specific focus on walkable communities close to the Central Business District Overlay. Additionally, the IOD is a tool to incentivize infill on existing R1, R1A, R2, and MH zoned parcels. The IOD District design standards contained in this Section are intended to create a small community of dwelling units oriented around pedestrian access, with parking and vehicular access that is located to the rear of the dwelling unit.

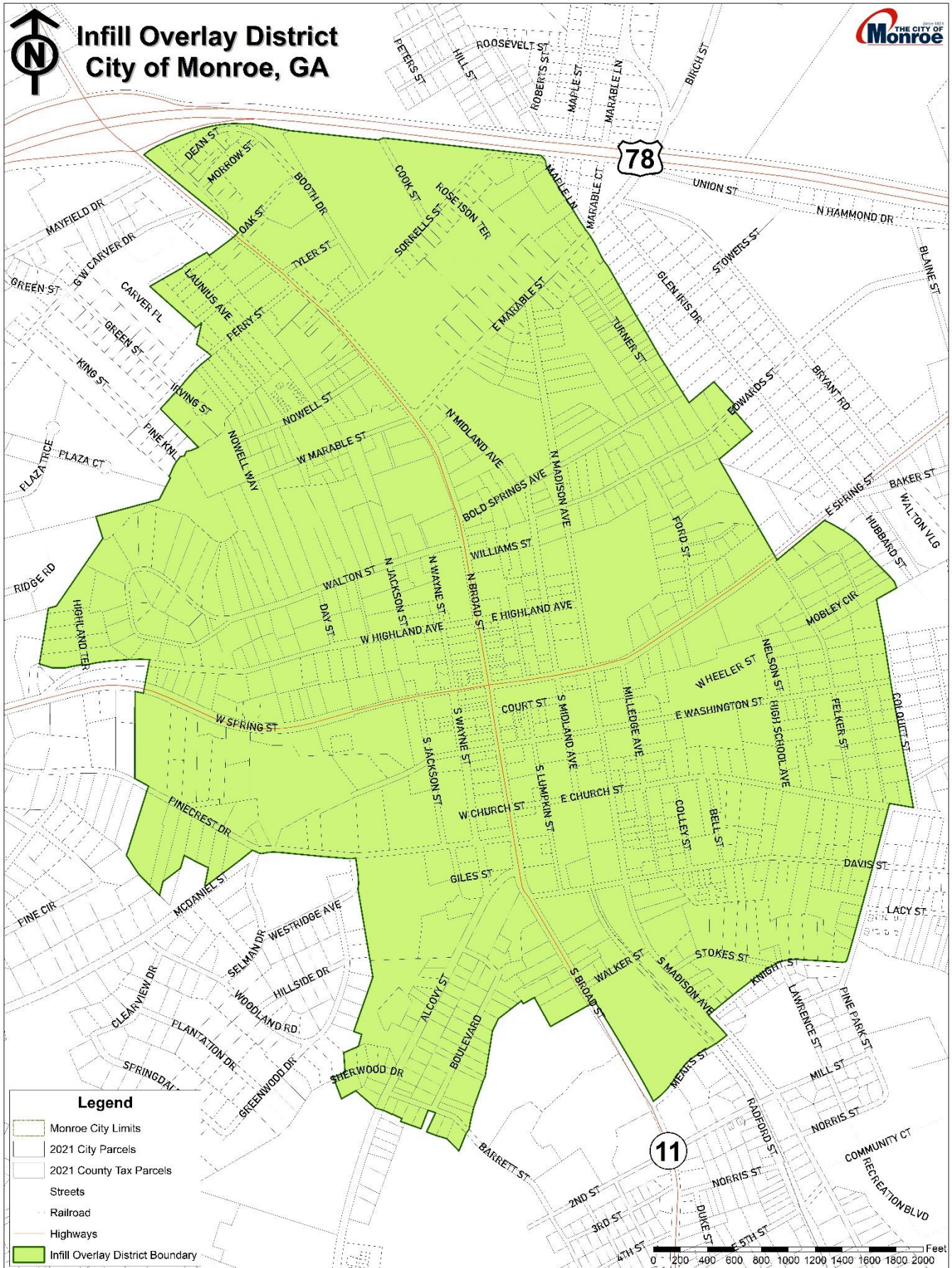
645.2 Applicability.

The IOD District shall be allowed in all areas zoned R1, R1A, R2, and MH contained within the overlay district identified in Section 645.2A. A maximum of ten (10) single family detached dwelling units per gross acre shall be allowed. The maximum units for an IOD project shall not exceed 100 units per development. All existing infill will require a total structure removal unless specific structures are approved to remain by the Code Enforcement Officer. All proposed developments that exceed 30 units shall be required to have open space elements included for recreation such as a pool, playground, pavilion, clubhouse/fitness center. Play courts such as but not limited to tennis, volleyball, or basketball are required.

645.2A Map.

The IOD District shall be allowed on parcels zoned R1, R1A, R2, and MH located within the IOD boundary as shown in Figure 1.

Figure 1:



645.5 Dwelling Unit Size; Dwelling Unit Design; Site Design Elements.

- (1) All dwelling units shall have a minimum of 1,300 square feet heated.
- (2) Areas of the dwelling unit that do not count toward the total floor calculation shall include unheated storage space, unheated porches or patio areas, architectural projections (such as bay windows), attached roof porches, detached garages or utility buildings and so forth.
- (3) All dwelling units shall have pitched roofs with a minimum 5/12 pitch. All dwelling units shall have roofing of an architectural type asphalt shingle, metal or other similar material type roofing approved by the Code Enforcement Officer. Standard non-dimensional three-tab asphalt shingles are prohibited.
- (4) All dwelling units shall have a covered entry porch with a floor area measuring at least 60 square feet in size and the floor having minimum dimensions of not less than six feet in length or width.
- (5) All dwelling units in an IOD development with less than thirty (30) units shall be constructed on crawl space or basements and all foundation walls shall be brick or stone veneered.
- (6) No front garage approach is permitted. Rear or side approach garage entry only.
- (7) All IOD developments shall have double loaded five (5) foot sidewalks on all streets.
- (8) Two (2) Overstorey Trees (2.5" caliper) shall be planted per lot. Existing overstorey trees on a lot may be counted towards this requirement.
- (9) No adjacent home shall have the same exterior elevations, design and floor plan.
- (10) Implementation of Energy Efficient Construction Methods, then existing, as recommended and approved by the Code Enforcement Officer that exceed all then existing building code standards and requirements shall be required on all homes in the IOD development.
- (11) All dwelling units shall have brick, stone, cement (Hardiplank) or other similar type siding approved by the Code Enforcement Officer. Vinyl or metal products shall not be permitted on any IOD development.
- (12) All exterior window and door trim shall be at least 3.5 inches wide on its face. All corner boards shall also be a minimum of 3.5 inches wide on its face and shall be utilized on both sides of all dwelling unit corners.
- (13) Frieze boards with a width of at least 5.5 inches and rake mouldings shall be used on all dwelling units.
- (14) No unpainted treated wood is allowed on any dwelling unit except for porch floors.
- (15) All dwelling units shall conform to a cluster landscaping design as specifically approved by the Code Enforcement Officer. All yard areas shall be sodded.
- (16) All windows shall be architectural in nature and all window styles shall be consistent throughout the IOD development.
- (17) All exposed plumbing vent or other pipes shall be painted so as to minimize their visibility.

- (18) All dwelling units shall have gutters unless otherwise approved by the Code Enforcement Officer.
- (19) All roof overhangs shall be a minimum of 12 inches.
- (20) All utilities serving the IOD development and its dwelling units shall be underground.
- (21) Dwelling units constructed on slab on grade are prohibited for IOD developments under 30 units.

645.6 Roads and Streets Connectivity.

Roads and streets shall comply with all existing development regulations. IOD developments over 30 units shall have multiple existing street connectivity. At a minimum two ingress and egress streets shall provide access through the development. All IOD developments shall provide for 16 foot wide rear loaded paved alleys where possible. Shared driveways with side facing or rear loaded garages may be utilized when rear loaded alleys are not possible due to the unique characteristics of topography or parcel shaping or size. Garages must always be located in the third layer, which is defined as that area no less than 20 feet behind the front leading edge of the front facade of the dwelling, of all parcels in the IOD development, unless prohibited by the unique characteristics of topography or parcel shaping or size.

645.7 Homeowner Association.

A homeowner’s association shall be established for IOD developments that exceed thirty (30) dwelling units. Membership shall be automatic and mandatory for all lot owners in the subdivision and their successors. The homeowner’s association shall have the power to file liens to collect dues and assessments. The homeowner association shall be formed under the provisions of O.C.G.A § 44-3-220 et seq. (the "Georgia Property Owners' Association Act"). Documentation organizing the homeowner's association shall be provided to the City Attorney’s Office for review in conjunction with the submittal of the draft open space management plan. Approval of the organizing documentation must be received prior to final plat approval.

Article VI, Section 646, is hereby added to said Article VI as follows:

Section 646 Central Business District Overlay (CBD).

646.1 Intent and Purpose.

The Central Business District Overlay is intended to recognize and protect the historic and current vital core of the city; to foster its continued existence as a commercial center for business, government, and service enterprises for the whole community; to encourage development of this district as a shopping, dining, living and activity center for residents, tourists, and the surrounding region; and to reinforce its small town architecture, character, and feel, and its pedestrian atmosphere, scale and movement by grouping specialized uses which benefit from close proximity to each other and by fostering full utilization of existing structures and infrastructure by allowing mixed land uses, contiguous construction, and shared parking facilities.

646.2 Overlay District. The Central Business Overlay District is superimposed over existing zoning districts. The special requirements of this district shall apply in addition to the requirements of the zoning district within which a specific property is located. Uses permitted within the Central Business Overlay District are those permitted in the underlying zoning districts unless otherwise modified herein below in Table 8.

646.3 Permitted Uses. Uses permitted in the CBD Overlay are outlined below. In *Table 8 - Central Business District Overlay (CBD)*, the letter “P” designates use classifications permitted in CBD only. The letter “C” designates use classifications allowed by approval of a conditional use permit, see Section 1425. The letter “X” designates use classifications prohibited in the CBD Overlay.

Section 646.3 Table 8 – Central Business District Overlay (CBD)
[P] = permitted; [X] = prohibited; [C] = conditional use permit required

LAND USE CATEGORY	
Principal Use* (unless noted as an accessory use)	CBD Overlay
Accessory building and uses	
accessory apartments	P
accessory dwelling units	P
bed and breakfasts	C
fuel dispensary, pump, island and/or canopy	C
home occupations	P
home office	P
residential business	P
outdoor storage	X
outdoor display	P
sidewalk amenities	P
structures – general	P
temporary structures	P
uses – general	P
Administrative and information service facilities	
administrative offices/processing center	P
call/telecommunications center	P
data processing/programming facilities	P
Agricultural uses	
timber harvesting	X
Alcohol and beverage stores, retail	
beer and wine	C
Amusements and Entertainment	
adult entertainment establishment	X
archery range or firing range	X
game center	P
miniature golf, outdoor	X
play centers, skating rink, bowling alley	X
theaters	P
theaters, outdoor	C
Animal facilities and services	
clinics and specialty services	X
hospitals, lodging, and shelters	X
animal/pet supply stores, retail (excluding pet sales)	P
animal/pet supply stores (including pets sales)	X
Antique, curio, and/or collectible shops	
	P

Apparel stores-clothing and accessories, retail	
bridal, vintage, consignment, and rental	P
new	P
secondhand and/or thrift	P
shoe repair, service	P
tailoring and/or dressmaking, service	P
Arts, Crafts, and Hobbies	
Art, craft and/or hobby supply stores, retail	P
Art gallery or shop, retail	P
Art studios	P
Craftsman studios	P
Audio/video/computer equipment	
supply stores, rental and/or repairs	P
supply stores, retail	P
Beauty shops, services	
barber, hairdresser, and/or stylist shops	P
beauty supply, retail	P
beauty/health spas	P
manicure establishment	P
tanning centers	P
Book, news, magazine stores, retail	P
Building, construction and special trade facilities	
contractor and developer offices	P
contractor/developer offices with facilities	X
contractor/developer office center	X
landscape/irrigation service	X
timber harvesting service	X
tree surgery service	X
building supply store, wholesale	X
Catering establishments, retail and rental	P
Child-care facilities	
child-care, center	C
child-care, home	C
Principal Use* (unless noted as an accessory use)	CBD
Churches	
community	P
megachurch	P
neighborhood	P
Collection Agency	P
Community associations/clubs-civic and private	P
Confectionery and dessert shops, retail	P
Copy and blueprint shops	P
Department/discount department stores, retail	P
Detective agency	P
Distribution and storage facilities	
warehouse, self-service (mini)	X
warehouse	X
Drug stores, retail	

Educational facilities schools-private, public, parochial school programs-day-, pre-, post- small scale instruction studios for work or teaching of fine arts, photography, music, drama, dance, martial arts	C C P P
Fabric and notion shops, retail	P
Financial institutions-banks, savings/loans With/without drive-thru window Automatic teller machine only	P P
Florist and plant shops, retail	P
Funeral and interment establishments cemeteries and memorial cemeteries gravestone and burial vault, sales and storage undertaking, mortuary, and/or funeral home	X X X
Gift, card, and stationary shops, retail	P
Grocers, retail convenience food stores delicatessens, bakery, specialty grocers farmers market grocery markets health food stores	P P P P P P
Healthcare, service-dental, medical, optometry, psychiatric, chiropractic clinics (day services only) convalescent care, nursing, rest homes hospitals and laboratories person care homes, family personal care homes, group personal care homes, congregate private offices sanitariums and mental institutions	P X X X C C P X
Interior design and decorating establishments china, clock, frame, and/or rug shops, retail floor covering, retail and service furniture and furnishings stores, retail hardware and paint stores, retail kitchen supply stores, retail kitchen supply stores, rental linen and drapery, retail and service wallpaper, retail and service	P P P P P P P P
Jewelry stores, retail	P
Laundry and/or dry cleaning establishments drop and pick up stations full-service self-service, public	P X X

Lawn and garden establishments	
supply and equipment, retail and rental	X
greenhouse and plant nursery, retail	X
Lodging	
bed and breakfast inns	P
hotels	P
inns	P
motels	X
Mercantile and dry good stores, retail	P
Media facilities, print and electronic	
film and internet production offices	P
newspapers offices	P
publishing and printing establishments	P
Motor vehicles and equipment	
>passenger vehicles and small engine equipment	
body repair and painting	X
car wash, service or self-service	X
fuel sales	C
general service/installation of parts/access.	C
new or used, sales and rental	X
light duty trailer sales, new-accessory use	X
parts/accessories, sales	P
tires, sales	X
vehicle storage yard welding	X
and fabrication wrecker and/or	X
towing service	X
>heavy trucks, RVs and other heavy equipment	
body repair and painting	X
fueling station	X
general service/installation of parts/access.	X
new or used, sales and rental	X
parts/accessories/tires, sales	X
truck wash, service or self-service	X
terminal, motor freight	X
truck stop/travel plaza	X

LAND USE CATEGORY	
Principal Use* (unless noted as an accessory use)	CBD Overlay
Musical instrument shop, retail	P
Office Parks	
medical office parks	X
professional office parks	X
Office supply stores, retail	P
Optical supply stores, retail	P
Parking, commercial-primary use	
garages	P
lots	X

Parks and Recreation	
campgrounds	X
health/fitness center	X
gymnasium	X
neighborhood activity center-accessory use	P
parks, active	C
parks, passive	P
Photography	
supply and processing stores, sales/service	P
portrait studio	P
Professional offices	P
Public buildings	
government offices, libraries, museums	P
convention hall, community center	P
Recreational equipment stores, repair and Rental	X
Recreational equipment/supply stores, retail	P
RESIDENTIAL:	
accessory apartments	P
accessory dwellings	P
apartment buildings	C
apartment houses	P
lofts	P
single-family dwellings	P
two-family dwelling/duplex	X
townhouses	C
Restaurant	
restaurant/café, grill, lunch counter	P
with drive-in or drive-through service	C
with walk-up or walk-away service	C
Sales and Service Facilities	
appliance stores (small and large), retail, rental, rental, and/or repairs	X
building supply, retail	X
equipment(small and large), service and rental	X
equipment(office), service and rental	P
fuel sales-liquid, wholesale and sale	X
funeral and interment establishments,	X
wholesale and storage janitorial cleaning	X
services janitorial/cleaning supply store,	X
wholesale lawn and garden supply,	X
wholesale locksmith shop, service	P

LAND USE CATEGORY

Principal Use* (unless noted as an accessory use)	CBD Overlay
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Sales and Service Facilities (continued)	
manufactured home sale lots	X
pawn shop and pawnbrokers	X
pest control services	X
print and publication shops	X
scrap hauling service	X
sewer and septic tank service	X
vending supply and service	X
Shipping, packaging, and delivery establishments	
non-freight business	X
Shopping Centers	X
Telecommunications facilities	
mobile telephones/paging, retail and service	P
satellite dishes, retail	X
Temporary buildings	P
Toy, variety, novelty, and dime stores, retail	P
Transportation facilities	
airport	X
administrative offices/dispatches	X
commuter lot	X
stations or terminals	X
Travel agencies	P
Utility and area service provider facilities	
emergency management services-fire, police, ambulance	P
garbage and recycling collection services	X
landfills, incinerators, and dumps	X
recycling center	X
telecommunications facility, radio and television stations	P
telecommunications facility, tower/antenna	X
utility administrative office	P
utility transformers, substations, and towers	P
Vending	
food and beverage, temporary sales	C
general merchandise, temporary sales	C
parking, temporary event	P
outdoor sales, temporary sales	C

646.4 Original Central Business District. All those properties located in the former Central Business District boundary which is defined as an area being bounded on the North by West Highland Avenue, on the West by South Wayne Street, on the South by East Washington Street, and on the East by North and South Midland Avenue shall be considered non-conforming to the extent they exist as of the adoption of this Section and shall be afforded the rights and provisions contained in Section 500 herein.

646.5 Application to Planning Commission for Certificate of Appropriateness.

(1) Approval of Alterations or New Construction.

If a property is within the CBD, no building permit shall be issued and no material change in the appearance of such property, or of a structure, site, or work of art within the CBD, shall be made or be permitted to be made by the owner or occupant thereof, unless or until application for a Certificate of Appropriateness (“COA”) has been submitted to and approved by the Planning Commission. Any approved changes shall conform to all the requirements specified in the COA

and this Section. Building Permits related to interior changes to existing buildings in the CBD as of the date of this Ordinance are exempt from the requirement of obtaining a COA from the Planning Commission.

(2) Approval of New Construction within the CBD Overlay.

The Planning Commission may issue a COA for new projects and structures constructed within the CBD. These

structures shall conform in design, scale and setback, to the requirements specified in Section 646.6 as allowed by the issued COA.

(3) Application Process.

(a) An application for a COA shall be accompanied by such relevant drawings, photographs, or plans reasonably required by the Planning Commission per this section and shall be submitted to the Code Enforcement Officer at least forty-five (45) days prior to the Planning Commission's regularly scheduled meeting.

(b) For Minor Changes to existing development and/or buildings, no COA shall be required. Minor Changes are defined solely as: changes in type of roofing material, removal of non-conforming signs or structures and installation of irrigation, and alterations involving less than Five Thousand Dollars (\$5,000.00) expense to existing elevations or site plans.

(4) Acceptable Planning Commission Reaction to Applications for COA.

(a) The Planning Commission shall, after the public hearing described below, approve the application and issue a COA, as presented, or as modified by the Planning Commission with conditions, if it finds that the proposed change(s) in the appearance would not have a substantial adverse effect on the CBD. In making this determination, the Planning Commission shall consider impervious surface, parking, parking islands, green space, signage, trees, landscaping, buffers, lighting, the architectural value and significance, the historical value and significance, architectural style, general design arrangement, texture, and material of the architectural features involved, and the relationship thereof to the exterior architectural style, and appurtenant features of other development and structures in the CBD, all of these considered in the context of the standards set forth below.

(b) The Planning Commission shall deny a COA, if it finds based on the CBD Guidelines in Section 646.6 that the proposed change(s) would have substantial adverse effects on the CBD or any structure therein.

(5) Public Hearings on Applications for Certificates of Appropriateness, Notices.

Fifteen (15) to Forty-Five (45) days prior to review of a COA by the Planning Commission, the Planning Commission shall inform the owners of any property likely to be affected by reason of the application, and shall give applicant and such owners an opportunity to be heard. Said notice shall be via newspaper advertisement and signage in the same manner as for zoning hearings as outlined in Section 1440. Planning Commission notice, hearings and actions shall be conducted in the same manner as the Planning Commission and Mayor and Council hearings and actions.

(6) Interior Alterations.

In its review of all applications for a COA, the Planning Commission shall not consider interior arrangement or use having no effect on exterior features, safety or utility.

(7) Deadline for Approval or Rejection of Application for COA.

The Planning Commission shall act on an application for a COA within not more than Sixty (60) days after the filing thereof by the applicant, unless such a decision is deferred to a future meeting of the Planning Commission.

(8) Appeal to Mayor and Council; Building Permits.

(a) Any Applicant aggrieved by a decision of the Planning Commission may appeal said decision to the Council. Said appeal shall be filed in writing with the Code Enforcement Officer within 30 days of the decision of the Planning Commission.

(b) On appeal, the Council may uphold the decision of the Planning Commission or reject the decision made by the Planning Commission and enter a different decision on the COA if the Council finds that the Planning Commission abused its discretion by acting arbitrarily and/or

- in violation of constitutional rights in reaching its decision.
- (c) In cases where the application covers matters that would require the issuance of a building permit, the rejection of the application for a COA by the Planning Commission shall be binding upon the Code Enforcement Officer charged with issuing building permits and, in such case, no building permit shall be issued.
- (9) Requirement of Conformance with COA.
Work not in accordance with an issued COA is expressly prohibited.
- (10) COA Void if Construction not Commenced.
A COA shall become void unless construction is commenced within six (6) months of date of issuance. Certificates of Appropriateness shall be issued for Eighteen (18) months, at which time they shall expire. A new application must be made and a new COA obtained for any construction or other modification after Eighteen (18) months from the original COA.
- (11) Recording of Applications for COA.
The Planning Commission shall keep a public record of all applications for COA, and of minutes of the Planning Commission's proceedings in connection with said applications.

646.6 Special Design Standards and Exceptions for the CBD Overlay.

To promote the infill of the CBD Overlay, the following standards and exceptions shall apply to all properties in the CBD for which a COA has been issued pursuant to Section 646.5 hereinabove for the relevant project. When granting a COA, the Planning Commission may specifically waive completely or modify the various requirements outlined herein. If the requirements are not specifically waived or modified, then the requirements under the property’s exiting zoning classification shall apply.

1. Because of the pedestrian nature of the CBD Overlay, the presence of ample on-street and public lot parking, and the allowance of commercial parking garages within the CBD, new buildings and uses within the CBD shall not be subject to the off-street parking requirements as required in Section 520 of this Ordinance upon the granting of a COA by the Planning Commission allowing such reduced or eliminated off-street parking requirements.
2. To continue the existing historical building pattern of the CBD Overlay and to encourage traditional zero lot line construction throughout the CBD Overlay, the lot coverage restrictions of Section 570 of this Ordinance shall not apply to property located within the CBD Overlay upon the granting of a COA by the Planning Commission allowing such lot coverage proposed.
3. To continue the existing historical building pattern of the CBD Overlay and to encourage traditional zero lot line construction throughout the CBD Overlay, the dimensional requirements of the underlying zoning district contained in Section 700.2-Table 11 of this Ordinance shall not apply to property located within the CBD Overlay upon the granting of a COA by the Commission allowing different dimensional requirements. Said dimensional requirements shall be consistent with the minimums contained herein in Table 9.

Table 9:

	CBD
LOT	
Lot area, min	none
Lot coverage, max	100%
Lot width, min	30 ft.
Lot frontage, min	30 ft.
YARD	
Setback, front yard	0 ft.
Setback, side yard, min	0 ft.
Setback, rear yard, min	0 ft.
BUILDING	

Building height, max	35 ft.
Building ground floor area, min sq footage required	750 sq.ft.

Article VII, Section 700.2, is hereby amended by deleting said Section 700.2 in its entirety and replacing it with the following in lieu thereof:

700.2 P, B-1, B-2 and B-3 Dimensional Requirements: The following table delineates dimensional requirements for the specified commercial zoning districts. For the matrix of use provisions by district, see Article VI. For supplementary standards for specific uses, see Article X. For allowed residential uses in commercial zoning districts, the dimensional requirements of the corresponding residential district shall apply.

Section 700.2: Table 11 – Commercial Zoning District Dimensional Requirements

	P	B1	B2	B3
LOT				
Lot area, min (1)	7,500 sq.ft.	7,500 sq.ft.	None(7)	None(7)
Lot coverage, max	50%	50%	60%	60 %
Lot width, min	60 ft.	60 ft.	60 ft.	100 ft.
Lot frontage, min	60 ft.	60 ft.	60 ft.	100 ft.
YARD				
Setback, front yard (2)	25 ft.	25 ft.	25 ft.	35 ft.
Setback, side yard, min (3)	10 ft.	15 ft.	15 ft. (4)	15 ft. (5)
Setback, rear yard, min	20 ft.	20 ft.	20 ft. (4)	20 ft. (5)
BUILDING				
Building height, max (6)	35 ft.	35 ft.	35 ft.	35 ft.
Building ground floor area, min sq footage required	1,000 sq.ft.	1,000 sq.ft.	1,000 sq.ft.	2,000 sq.ft.

- (1) Encompasses area for accessory buildings and uses, including parking, loading and unloading space, storage and parking, screening, lighting, and stormwater management measures. The minimum lot area cited in this Article shall be increased in all situations where public sanitary sewer service is not utilized and the Walton County Health Department requires a larger lot for proper septic tank operation.
- (2) For properties within the HPO or CDO overlay districts, the setback is established by the designated design review board to maintain the established building line along a historic block or design corridor.
- (3) On corner lots that abut a residential district or use, there shall be a side yard equal in depth to the required front yard of the residential district.
- (4) A ten (10) foot landscaped and fenced opaque buffer strip or berm is required if lot abuts residential district or use.
- (5) A twenty-five (25) foot landscaped and fenced opaque buffer strip or berm is required if lot abuts residential district or use.
- (6) Church spires, belfries, cupolas, monuments, water towers, chimneys, flues, flagpoles, television antennae, and radio aerials are exempt.
- (7) Minimum lot size for single family homes shall comply with the requirements for R1A districts.

ARTICLE II.

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

ARTICLE III.

This ordinance shall take effect from and after its adoption by the Mayor and Council of the City of Monroe, Georgia.

FIRST READING. This ____ day of June, 2021.

SECOND READING AND ADOPTED on this ____ day of July, 2021.

CITY OF MONROE, GEORGIA

By: _____ **(SEAL)**

John S. Howard, Mayor

Attest: _____ **(SEAL)**

Debbie Kirk, City Clerk