



Committee Work Session & Called Council Meeting

AGENDA

Tuesday, January 07, 2020

6:00 PM

City Hall

I. CALL TO ORDER

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

II. COMMITTEE INFORMATION

1. Finance
 - a. Monthly Finance Report
 - b. GMEBS Restated Defined Benefit Retirement Plan Amendments and Updates
2. Airport
 - a. Monthly Airport Report
 - b. Runway Rehabilitation Design
3. Public Works
 - a. Monthly Solid Waste Report
 - b. Monthly Streets & Transportation Report
4. Utilities
 - a. Monthly Electric & Telecom Report
 - b. Monthly Water, Sewer, Gas, & Stormwater Report

[c.](#) Approval - GEMA Generator Grant Application

5. Public Safety

[a.](#) Monthly Fire Report

[b.](#) Monthly Police Report

c. Plaza Renovation Bid - Police / Municipal Court Complex

6. Planning & Code

[a.](#) Monthly Code Report

7. Economic Development

[a.](#) Monthly Economic Development Report

[b.](#) 2020 NextSite Funding

8. Parks

a. Monthly Parks Report

[b.](#) Request for Termination of Portions of 2003 IGA of Park Properties with Walton County

III. ITEMS OF DISCUSSION

[1.](#) Application - Spirituous Liquors and Beer & Wine On-Premise Consumption - Lindsey-Garrett Post No. 64 of the American Legion

[2.](#) Application - Beer & Wine On-Premise Consumption - Addison's Wonderland

[3.](#) Application - Beer & Wine Package Sales - The Market

[4.](#) Application - Beer & Wine Package Sales - Quic Pic Food Mart

[5.](#) Resolution - Open Records Officer

[6.](#) 2nd Reading - Fire Protection and Prevention Ordinance Amendment

IV. ITEMS REQUIRING ACTION

1. Election of Vice-Mayor

2. Appointment - Council Representative to DDA

[3.](#) Resolution of Support - Funding Letter for Westbound On-ramp

[4.](#) Organizational Chart Amendments

V. ADJOURN

CENTRAL SERVICES

MONTHLY REPORT

JANUARY 2020

	2019 January	2019 February	2019 March	2019 April	2019 May	2019 June	2019 July	2019 August	2019 September	2019 October	2019 November	2019 December	2018 December	Monthly Average	Yearly Totals
SAFETY PROGRAMS															
Facility Inspections	2	5	1	4	9	2	6	8	6	6	4	7	8	5.2	68
Vehicle Inspections	2	6	12	1	0	6	6	7	7	1	0	10	9	5.2	67
Equipment Inspections	4	0	0	0	2	4	4	5	6	0	0	5	3	2.5	33
Worksite Inspections	1	1	0	9	0	2	1	1	2	2	0	0	0	1.5	19
Employee Safety Classes	1	0	0	0	0	0	0	1	1	0	2	0	3	0.6	8
PURCHASING															
P-Card Transactions	486	421	567	462	588	539	533	534	519	534	361	299	301	472.6	6,144
Purchase Orders	110	155	103	86	66	79	84	72	68	106	73	45	48	84.2	1,095
Total Purchases	596	576	670	548	654	618	617	606	587	640	434	344	349	556.8	7,239
Sealed Bids/Proposals	0	1	1	2	1	1	2	2	1	3	2	0	0	1.2	16
INFORMATION TECHNOLOGY															
Workorder Tickets	104	116	126	142	162	135	151	161	118	187	144	129	95	136.2	1,770
Phishing Fail Percentage	3.6%	3.6%	3.9%	4.4%	3.4%	6.3%	6.0%	4.3%	4.3%	7.1%	5.0%	8.0%	4.0%	4.9%	
MARKETING															
Newsletters Distributed	0	1	1	3	2	1	0	2	1	0	1	1	1	1.1	14
Intern Hours		22.5	32.0	38.0	8.0	23.8	48.2	12.5						26.4	185.0
GROUNDS & FACILITIES															
Contractor Acres Mowed	46.6	46.6	46.6	52.4	52.4	52.4	141.1	141.1	141.1	143.1	145.5	94.8	92.4	92.0	1,195.9
Trash Collection	2,920.0	2,400.0	1,400.0	1,820.0	1,360.0	1,240.0	1,900.0	820.0	2,360.0	1,660.0	1,420.0	2,380.0	2,980.0	1,896.9	24,660.0
Crew Acres Mowed	16.7	16.7	27.0	45.2	54.0	54.0	54.0	54.0	59.0	33.3	33.3	16.7	16.7	37.0	480.5

PROJECTS & UPDATES

POLICE STATION / MUNICIPAL COURT BUILDING

The City has received bids for the renovation and build out of the new Police & Municipal Court complex. Bids were submitted on December 20th and after review, Sizemore Group has offered its recommendation of the lowest and most responsive bid. The budget for this part of the overall project is \$2,150,000. The anticipated schedule, contingent on the current phase, is as follows...

- 50% Completion Drawings – COMPLETE
- 95% Completion Drawings – COMPLETE
- 100% Completion Drawings – COMPLETE
- ITB/Specification Documents – COMPLETE
- Construction Bids – COMPLETE
- Council Bid Approval – pending in January
- Notice to Proceed – mid January possible
- Construction Start – February possible

MARKETING

A natural gas newsletter went out around the the holidays to help explain the origins of natural gas, what it is exactly, how the City of Monroe obtains it as a resource, regulation and subsequent deregulation of the industry, municipal training and systems, safety measures, and cost savings associated with the use of natural gas.



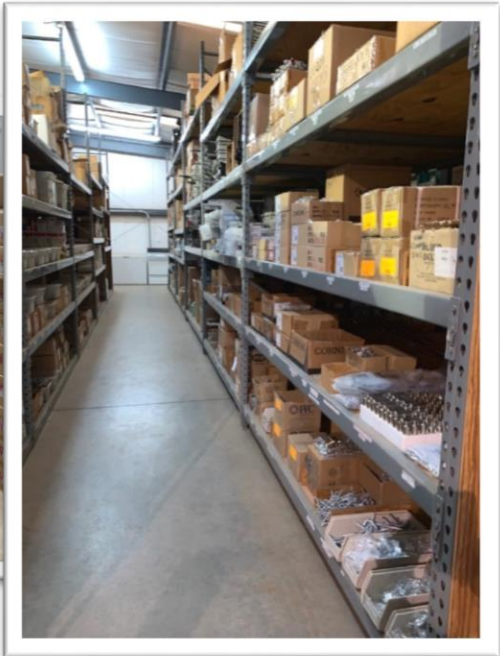
The next quarterly newsletter will be published on March 1st of 2020 and will highlight the upcoming spring activities and plans for the City of Monroe.

FACILITIES & GROUNDS MANAGEMENT

During November and December, natural gas fixtures were installed at the Community Building and Library. The Public Works office building roof and siding were replaced and repaired. The museum saw several improvements made both by staffers and City labor. Bids for the addition of two new offices with minor construction are in process for the customer service area of City Hall.

During January and February, images will be selected from approximately 5,000 photographs taken by Martin Bozone to then begin phase 2 of the project to change pictures and the look of the inside of City Hall. Frames already in the building will be used and refurbished to match the overall change in theme and appearance. This project will take several months before completion and may be a gradual change as time moves along.

The first quarter of 2020 will see a more focussed quality control direction in relation to vehicle, equipment, and inventory tracking. The focus will be the consistent upkeep and maintenance of vehicles and equipment, and then a more effective management of City inventory of items, equipment, and vehicles. This will create for a better consolidation of everything used for City purposes and help track things more accurately.



As a highlight of 2019, the current grounds crew for Central Services with 3 employees collected approximately 22,000 pounds of trash from City streets and downtown streets, while cutting more than 465 acres of total grass throughout the City.

INTERNSHIP

Early in 2020, the City of Monroe and University of Georgia will again through its School of Public and Internatial Affairs (SPIA) Emerging Leaders Program renew an internship program. Qualified candidates will go through an interview process with the City of Monroe with a selection being made of one student to complete a workload of no more than 240 hours during the spring semester. Qualification of candidates include one of the following requirements...

- History of overcoming unique challenges;
- First generation college student;
- Member of a low-income family;
- Reside in a rural or inner-city location;
- Raised in a single parent household.

The goal of the term is research and assistance with developing park recreation and social educational plans. January for spring internship...interviews, parks and marketing, social programs development.



FINANCIAL STATUS REPORT
as of November 2019

City of Monroe
 Financial Performance Report
 For the Period Ended
 November 30, 2019

Cash balances for the City of Monroe as of November 30th total **\$38,870,761**. The following table shows the individual account balances.

GOVERNMENTAL FUND	
General Fund Checking	1,088,207.39
Stabilization Fund	-
Community Center Deposits	1,680.79
Group Health Insurance (Claims/Premiums)	34,087.00
Unemployment Fund	17,174.03
Workmen's Compensation (To Fund Claims)	120,465.50
CAPITAL PROJECTS FUND	
Capital Improvement - General Government	2,739.99
SPLOST	1,380,834.46
SPLOST 2013	1,114,459.64
SPLOST 2019	623,898.38
SPECIAL REVENUE FUND	
Hotel/Motel	8,795.10
DEA Confiscated Assets Fund	43,135.16
Confiscated Assets Fund	46,991.16
ENTERPRISE FUND	
Solid Waste	1,250.00
Solid Waste Capital	1,181,653.44
Utility Revenue	1,717,725.50
Utility Revenue Reserve	1,333,114.10
Utility MEAG Payment Acct	2,754.22
Utility MGAG Payment Acct	8,370.16
Utility Gov't Loan Payment Acct	26,081.79
Utility MEAG Short-Term Investment	5,141,737.65
Utility MEAG Intermediate Extended Investment	7,215,944.17
Utility MEAG Intermediate Portfolio Investment	2,694,531.40
Utility Capital Improvement	10,023,569.17
Utility GEFA	1,000.00
Utility Bond Sinking Fund	128,761.62
Utility Tap Fees	2,211,929.34
Utility Customer Deposits (Restricted)	1,179,890.33
Utility Customer Deposits (Investment)	1,519,979.84

City of Monroe
 Financial Performance Report
 For the Period Ended
 November 30, 2019

The total Utility Capital funds available as of November are \$13,568,612 as broken down in the section below:

Utility Capital Improvement Cash Balance	10,023,569
Utility Revenue Reserve Cash Balance	1,333,114
Tap Fees Cash Balance	2,211,929
Total Current Funds Available	\$ 13,568,612

<u>Project Description</u>	<u>Estimated Budgeted Cost</u>	<u>2019 Estimated Expense</u>	<u>2019 Monthly Expense</u>	<u>2019 Estimated Remaining Expenses</u>	<u>2020 Estimated Expense</u>	<u>2021 Estimated Expense</u>	<u>2022 Estimated Expense</u>	<u>2023 Estimated Expense</u>
Totals	\$ 32,992,991	\$ 8,575,189	\$ 2,239,711	\$ 6,461,828	\$ 9,380,678	\$ 2,573,215	\$ 1,777,500	\$ 1,174,954
Estimated annual Tap Fees				25,833	1,200,000	1,200,000	1,200,000	1,200,000
Estimated annual CIP transfers-in				150,000	3,600,000	3,600,000	3,600,000	3,600,000
Estimated Utility Capital Cash Balance EOY				\$ 7,282,617	\$ 2,701,939	\$ 4,928,724	\$ 7,951,224	\$ 11,576,270
<i>Potential Bonded Projects</i>				3,319,172	6,005,337	385,000	100,000	-
Estimated Utility Capital Cash Balance EOY with Bond				\$ 10,601,789	\$ 8,707,276	\$ 5,313,724	\$ 8,051,224	\$ 11,576,270

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

Utility Capital Funding

Approved Projects/Assets

Dept	Project Description	Estimated	2019 Estimated	2019 Monthly	2019 Estimated	2020 Estimated	2021 Estimated	2022 Estimated	2023 Estimated
		Budgeted Cost	Expense	Expense	Remaining Expenses	Expense	Expense	Expense	Expense
Sewer	Sewer CDBG 2018-Initial Application	25,000	9,120	15,650	-				
Sewer	CDBG 2018 Construction & Design	250,000	250,000	104,175	145,825				
Sewer	CDBG 2018 Revenue (DCA draws)			-67,600					
Sewer	Infrastructure Repair/Replacement	337,223	99,800	60,605	39,195	71,881	70,000	70,000	
Sewer	Sewer Extension 138 to Reliant Development	2,700,000	2,635,374	40,551	2,594,823				
Sewer	Pump Station SCADA	50,000	35,000		35,000	15,000			
Sewer	Sewer Main Rehab	583,711	83,711	8,640	75,071	150,000	100,000	150,000	100,000
Sewer	Truck	81,640			-	31,640			50,000
Sewer	Application/Design CDBG 2022 submittal	50,000			-			50,000	
Sewer	CDBG 2022 Construction	250,000			-				250,000
Sewer	Lime Slurry System	145,200	145,200		145,200				
Sewer	Aeration Fluidyne Jet Pump	41,348	20,674		20,674	20,674			
Sewer	Submersible Solids Handling Pump	0	0	10,169	-				
Sewer	Sewer Expansion 2019	0	0	3,377	-				
Sewer	Final Clarifier Clean Out	36,908			-		18,454		18,454
Sewer	Control Panel for Plant Drain	21,430	6,430	6,430	-			15,000	
Sewer	Trickling Filter Pump	108,759	28,759	28,759	0	40,000			40,000
Sewer	Asphalt Top Coat	200,000			-	200,000			
Sewer	GIS Program Development	41,667	41,667	33,788	7,879				
Sewer	Waste Water Treatment Plant Rehab (GEFA loan)	8,000,000	250,000		359,504				
Water	Loganville Water Distribution Line	5,570,337	200,000	334,163	(134,163)	5,570,337			
Water/Telecom	Loganville Water Line-Fiber	245,000				245,000			
Water	Warehouse Improvements	25,000	25,000	2,616	22,384				
Water	Water Main Rehab	575,000	75,000		75,000	125,000	125,000	125,000	125,000
Water	8 Mstr Mtr Octave AWWA Mtr	5,062	5,062		5,062				
Water	Fire Hydrant Replacement	165,000	55,000		55,000	55,000	55,000		
Water	Infrastructure Repair/Replacement	750,000	150,000	55,378	94,622	150,000	150,000	150,000	150,000
Water	New Construction Water Meters	0	0	46,873	-	0	0	0	0
Water	Water Valve Maintenance Trailer	61,720	61,720		61,720				
Water	CDBG 2018 Construction & Design	250,000	250,000		250,000				
Water	Application/Design CDBG 2022 submittal	25,000			-			25,000	
Water	CDBG 2022 Construction	250,000			-				250,000
Water	High Service Pumps	100,000			-	100,000			
Water	Alcovy River Screen	350,000			-	350,000			
Water	Control Viv Replacement Reservoir & Alcovy River	100,000			-		100,000		
Water	Membrane Filters	176,500	76,500	16,600	59,900	25,000	25,000	25,000	25,000
Water	Excavator	88,200	88,200		88,200				
Water	Water Meters	282,247	56,247	56,247	-	56,500	56,500	56,500	56,500
Water	GIS Program Development	41,667	41,667	33,788	7,879				
Water	Water Expansion 2019	0	0	6,001	-				
Central Svcs	Vehicle	85,000	25,000		25,000	60,000			
Admin	Financial/Utility Billing Software	300,617	113,595	122,275	(8,679)				
Admin	Drive Thru Rehab/City Hall	225,000	225,000	136,423	88,577				
Admin	Trucks	98,261			-	48,261	48,261		
Admin	Rack Server	6,650	6,650	6,648	-				
Admin	Town Green improvements			11,500					
Electric	Pole Crane	80,000	80,000		80,000				
Electric	Automated Switching	150,000	95,577	96,005	(428)				
Electric	2018 LED Streetlights	125,000	125,000	15,118	109,883				
Electric	Reconductor Distrubtion System	800,000	344,794	120,843	223,950		150,000	150,000	
Electric	Warehouse Project	75,000	75,000	29,120	45,880				
Electric	Stone Creek	153,000	133,042	25,851	107,191				
Electric	Stone Creek phase 2		117,215	71,002	46,213				
Electric	Holders (at the Mill)		30,752	9,440	21,312				
Electric	One Street (at the Mill)		29,031	11,917	17,114				
Electric	System Automation	321,516	108,846		108,846	47,670	150,000	15,000	
Electric	Underground for Town Green	187,000	187,000		187,000				
Electric	AMI meters/system	340,215	75,000		75,000	125,215	140,000		
Electric	Rebuild Highland & S Madison Ave	1,226,700	291,200		291,200	435,500	250,000	250,000	
Electric	GIS Program Development	41,667	41,667	8,542	33,125				
Telecom	Halon Fire Suppression	44,000	44,000		44,000				
Telecom	Fiber Loop	150,000	150,000	73,590	76,410				
Telecom	Fiber to the X	400,000	75,073	14,488	60,584	100,000	100,000	100,000	
Telecom	Wireless Deployment	75,000	75,000		75,000				
Telecom	2018 Cable Replacement	240,000	80,000		80,000	80,000	80,000		
Telecom	2018 Network Redundancy	225,000	225,000	97,046	127,955				
Telecom	DOCSIS 3	175,000	147,939		147,939				
Telecom	Fiber Backbone Extension	101,500	56,500		56,500	45,000			
Telecom	Micro Trench Saw	91,000	91,000		91,000				
Telecom	FTTX	420,000	120,000		120,000	150,000	150,000		
Telecom	Cable Infrastructure Replacement	180,000	65,000		65,000	60,000	55,000		
Telecom	GIS Program Development	41,667	41,667	8,542	33,125				
Gas	Good Hope	140,000			-	70,000	70,000		
Gas	James Huff/Gratis	140,000			-			140,000	
Gas	Old Mill Replacement	150,000			-	150,000			
Gas	Unisia Dr Extension	45,000			-	45,000			
Gas	Various Projects	300,000			-	100,000	100,000	100,000	
Gas	Service Trencher	80,000	80,000	57,500	22,500				
Gas	2018 System Rehab	200,000	34,000	8,164	25,836				
Gas	System Rehab	150,000			-	50,000	50,000	50,000	
Gas	Gas Main Renewal	681,147	199,147	108,672	90,475	196,000	70,000	131,000	85,000
Gas	Main Extension	84,397	8,397		8,397	36,000		40,000	
Gas	GIS Program Development	41,667	41,667	8,542	33,125				
Stormwater	2018 Infrastructure Repair/Replacement	100,000	61,450	5,785	55,665				
Stormwater	Infrastructure Repair/Replacement	300,000			-	100,000	100,000	10,000	
Stormwater	Lateral Repair	43,183	8,183		8,183		35,000		
Stormwater	F450 Service Body Truck	60,000			-	60,000			
Stormwater	Skid Steer	75,000			-	75,000			
Stormwater	Storm/Drain Retention Pond Rehab	375,000	75,000		75,000	75,000	75,000	75,000	75,000

Stormwater	Public Works Retention Pond	8,000			-	8,000				
Stormwater	Heritage Trace Retention Pond	18,000			-	18,000				
Stormwater	GIS Program Development	41,667	41,667	33,788	7,879					
Stormwater	Improvements	50,000	50,000		50,000					
Stormwater	CDBG2020 Application & Design	50,000	10,000	3,200	6,800	40,000				
Stormwater	CDBG 2020 Construction	500,000			-		250,000			
Totals		\$ 32,992,991	\$ 8,575,189	\$ 2,239,711	\$ 6,461,828	\$ 9,380,678	\$ 2,573,215	\$ 1,777,500	\$ 1,174,954	



Monroe, GA

Monthly Budget Report

Group Summary

For Fiscal: 2019 Period Ending: 11/30/2019

12

DEP...	November Budget	November Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
Revenue									
R1: 31 - TAXES									
1510 - FINANCE ADMIN	578,825.79	526,402.40	-52,423.39	-9.06 %	6,367,083.69	4,835,095.41	-1,531,988.28	-24.06 %	6,948,689.00
Total R1: 31 - TAXES:	578,825.79	526,402.40	-52,423.39	-9.06 %	6,367,083.69	4,835,095.41	-1,531,988.28	-24.06 %	6,948,689.00
R1: 32 - LICENSES & PERMITS									
7200 - PLANNING & DEVELOPMENT	22,498.49	766.33	-21,732.16	-96.59 %	247,483.39	340,519.83	93,036.44	37.59 %	270,090.00
Total R1: 32 - LICENSES & PERMITS:	22,498.49	766.33	-21,732.16	-96.59 %	247,483.39	340,519.83	93,036.44	37.59 %	270,090.00
R1: 33 - INTERGOVERNMENTAL									
1510 - FINANCE ADMIN	-0.67	0.00	0.67	-100.00 %	-7.37	0.00	7.37	-100.00 %	0.00
1519 - INTERGOVERNMENTAL	7,982.72	6,783.37	-1,199.35	-15.02 %	87,809.92	96,660.62	8,850.70	10.08 %	95,831.00
3200 - POLICE	0.00	0.00	0.00	0.00 %	0.00	10,708.36	10,708.36	0.00 %	0.00
3500 - FIRE OPERATIONS	19,856.55	0.00	-19,856.55	-100.00 %	218,422.05	180,300.00	-38,122.05	-17.45 %	238,374.00
4200 - STREETS & TRANSPORTATION	10,829.00	0.00	-10,829.00	-100.00 %	119,119.00	159,841.15	40,722.15	34.19 %	130,000.00
7520 - ECONOMIC DEVELOPMENT	0.00	0.00	0.00	0.00 %	0.00	115,589.00	115,589.00	0.00 %	0.00
Total R1: 33 - INTERGOVERNMENTAL:	38,667.60	6,783.37	-31,884.23	-82.46 %	425,343.60	563,099.13	137,755.53	32.39 %	464,205.00
R1: 34 - CHARGES FOR SERVICES									
1510 - FINANCE ADMIN	54,978.00	80,612.81	25,634.81	46.63 %	604,758.00	643,519.42	38,761.42	6.41 %	660,000.00
3200 - POLICE	1,666.00	1,590.00	-76.00	-4.56 %	18,326.00	20,393.42	2,067.42	11.28 %	20,000.00
3500 - FIRE OPERATIONS	0.00	0.00	0.00	0.00 %	0.00	1,364.50	1,364.50	0.00 %	0.00
3510 - FIRE PREVENTION/CRR	0.00	0.00	0.00	0.00 %	0.00	500.00	500.00	0.00 %	0.00
7200 - PLANNING & DEVELOPMENT	41.65	0.00	-41.65	-100.00 %	458.15	127.50	-330.65	-72.17 %	500.00
7520 - ECONOMIC DEVELOPMENT	1,666.00	2,240.00	574.00	34.45 %	18,326.00	18,984.97	658.97	3.60 %	20,000.00
7563 - AIRPORT	8.33	85.00	76.67	920.41 %	91.63	1,082.00	990.37	1,080.84 %	100.00
Total R1: 34 - CHARGES FOR SERVICES:	58,359.98	84,527.81	26,167.83	44.84 %	641,959.78	685,971.81	44,012.03	6.86 %	700,600.00
R1: 35 - FINES & FORFEITURES									
2650 - MUNICIPAL COURT	33,320.00	41,104.39	7,784.39	23.36 %	366,520.00	429,567.84	63,047.84	17.20 %	400,000.00
Total R1: 35 - FINES & FORFEITURES:	33,320.00	41,104.39	7,784.39	23.36 %	366,520.00	429,567.84	63,047.84	17.20 %	400,000.00
R1: 36 - INVESTMENT INCOME									
1510 - FINANCE ADMIN	0.00	0.00	0.00	0.00 %	0.00	243.91	243.91	0.00 %	0.00
Total R1: 36 - INVESTMENT INCOME:	0.00	0.00	0.00	0.00 %	0.00	243.91	243.91	0.00 %	0.00
R1: 37 - CONTRIBUTIONS & DONATIONS									
3200 - POLICE	333.20	0.00	-333.20	-100.00 %	3,665.20	0.00	-3,665.20	-100.00 %	4,000.00
3500 - FIRE OPERATIONS	333.20	0.00	-333.20	-100.00 %	3,665.20	31,118.69	27,453.49	749.03 %	4,000.00

Monthly Budget Report

For Fiscal: 2019 Period Ending: 2019

13

DEP...	November Budget	November Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
7521 - MAINSTREET	2,915.50	0.00	-2,915.50	-100.00 %	32,070.50	26,250.00	-5,820.50	-18.15 %	35,000.00
Total R1: 37 - CONTRIBUTIONS & DONATIONS:	3,581.90	0.00	-3,581.90	-100.00 %	39,400.90	57,368.69	17,967.79	45.60 %	43,000.00
R1: 38 - MISCELLANEOUS REVENUE									
1510 - FINANCE ADMIN	2,083.17	3,634.34	1,551.17	74.46 %	22,914.87	54,888.86	31,973.99	139.53 %	25,000.00
1565 - WALTON PLAZA	275.55	275.63	0.08	0.03 %	3,031.05	3,059.49	28.44	0.94 %	3,308.00
3200 - POLICE	0.00	0.00	0.00	0.00 %	0.00	27,712.49	27,712.49	0.00 %	0.00
5530 - COMMUNITY CENTER	999.60	800.00	-199.60	-19.97 %	10,995.60	13,500.00	2,504.40	22.78 %	12,000.00
7563 - AIRPORT	19,700.45	15,955.34	-3,745.11	-19.01 %	216,704.95	193,128.05	-23,576.90	-10.88 %	236,500.00
Total R1: 38 - MISCELLANEOUS REVENUE:	23,058.77	20,665.31	-2,393.46	-10.38 %	253,646.47	292,288.89	38,642.42	15.23 %	276,808.00
R1: 39 - OTHER FINANCING SOURCES									
1510 - FINANCE ADMIN	225,263.19	257,945.89	32,682.70	14.51 %	2,477,895.09	2,642,079.62	164,184.53	6.63 %	2,704,240.09
Total R1: 39 - OTHER FINANCING SOURCES:	225,263.19	257,945.89	32,682.70	14.51 %	2,477,895.09	2,642,079.62	164,184.53	6.63 %	2,704,240.09
Total Revenue:	983,575.72	938,195.50	-45,380.22	-4.61 %	10,819,332.92	9,846,235.13	-973,097.79	-8.99 %	11,807,632.09
Expense									
1100 - LEGISLATIVE	19,461.45	19,756.15	-294.70	-1.51 %	214,075.95	225,650.72	-11,574.77	-5.41 %	233,631.00
1300 - EXECUTIVE	24,480.84	27,758.10	-3,277.26	-13.39 %	269,289.24	296,954.38	-27,665.14	-10.27 %	293,888.00
1400 - ELECTIONS	1,574.37	8,011.33	-6,436.96	-408.86 %	17,318.07	8,011.33	9,306.74	53.74 %	18,900.00
1500 - GENERAL ADMIN	11,178.87	18,690.95	-7,512.08	-67.20 %	122,967.57	143,245.91	-20,278.34	-16.49 %	134,200.29
1510 - FINANCE ADMIN	20,919.47	112,432.17	-91,512.70	-437.45 %	230,114.17	328,713.33	-98,599.16	-42.85 %	251,134.58
1530 - LAW	11,630.76	37,348.52	-25,717.76	-221.12 %	127,938.36	201,662.99	-73,724.63	-57.63 %	139,625.00
1560 - AUDIT	2,707.25	0.00	2,707.25	100.00 %	29,779.75	35,750.00	-5,970.25	-20.05 %	32,500.00
1565 - WALTON PLAZA	9,786.33	0.00	9,786.33	100.00 %	107,649.63	151,953.06	-44,303.43	-41.16 %	117,483.00
2650 - MUNICIPAL COURT	8,684.16	8,201.26	482.90	5.56 %	95,525.76	75,012.67	20,513.09	21.47 %	104,252.00
3200 - POLICE	355,880.98	450,456.36	-94,575.38	-26.58 %	3,914,690.78	3,955,053.55	-40,362.77	-1.03 %	4,272,281.00
3500 - FIRE OPERATIONS	174,350.34	246,387.84	-72,037.50	-41.32 %	1,917,853.74	2,112,764.38	-194,910.64	-10.16 %	2,093,041.00
3510 - FIRE PREVENTION/CRR	8,175.44	10,674.70	-2,499.26	-30.57 %	89,929.84	82,464.87	7,464.97	8.30 %	98,146.00
4200 - STREETS & TRANSPORTATION	114,020.92	143,621.23	-29,600.31	-25.96 %	1,254,230.12	1,304,669.50	-50,439.38	-4.02 %	1,368,799.00
5500 - COMMUNITY SERVICES	924.63	0.00	924.63	100.00 %	10,170.93	11,100.00	-929.07	-9.13 %	11,100.00
5530 - COMMUNITY CENTER	1,990.86	1,757.18	233.68	11.74 %	21,899.46	14,360.23	7,539.23	34.43 %	23,900.00
6200 - BLDGS & GROUNDS	29,831.68	58,029.69	-28,198.01	-94.52 %	328,148.48	372,060.25	-43,911.77	-13.38 %	358,124.00
6231 - RAILS TO TRAILS	0.00	0.00	0.00	0.00 %	0.00	52.50	-52.50	0.00 %	0.00
6500 - LIBRARIES	10,295.88	0.00	10,295.88	100.00 %	113,254.68	95,103.83	18,150.85	16.03 %	123,600.00
7200 - PLANNING & DEVELOPMENT	63,635.50	87,606.43	-23,970.93	-37.67 %	699,990.50	706,526.84	-6,536.34	-0.93 %	763,931.99
7400 - PLANNING AND ZONING	403.50	0.00	403.50	100.00 %	4,438.50	4,844.25	-405.75	-9.14 %	4,844.00
7520 - ECONOMIC DEVELOPMENT	21,217.56	26,211.99	-4,994.43	-23.54 %	233,393.16	350,139.37	-116,746.21	-50.02 %	254,713.06
7550 - DOWNTOWN DEVELOPMENT	2,082.50	0.00	2,082.50	100.00 %	22,907.50	18,750.00	4,157.50	18.15 %	25,000.00
7563 - AIRPORT	16,880.70	6,760.88	10,119.82	59.95 %	185,687.70	138,877.20	46,810.50	25.21 %	202,650.00
9001 - GEN - OTHER FINANCING USES	73,461.27	0.00	73,461.27	100.00 %	808,073.97	874,944.00	-66,870.03	-8.28 %	881,888.00
Total Expense:	983,575.26	1,263,704.78	-280,129.52	-28.48 %	10,819,327.86	11,508,665.16	-689,337.30	-6.37 %	11,807,631.92
Report Total:	0.46	-325,509.28	-325,509.74		5.06	-1,662,430.03	-1,662,435.09		0.17



Monroe, GA

Income Statement 14

Group Summary

For Fiscal: 2019 Period Ending: 11/30/2019

DEPT	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Revenue					
1510 - FINANCE ADMIN	10,337,929.09	10,337,929.09	868,595.44	8,175,827.22	2,162,101.87
1519 - INTERGOVERNMENTAL	95,831.00	95,831.00	6,783.37	96,660.62	-829.62
1565 - WALTON PLAZA	3,308.00	3,308.00	275.63	3,059.49	248.51
2650 - MUNICIPAL COURT	400,000.00	400,000.00	41,104.39	429,567.84	-29,567.84
3200 - POLICE	24,000.00	24,000.00	1,590.00	58,814.27	-34,814.27
3500 - FIRE OPERATIONS	242,374.00	242,374.00	0.00	212,783.19	29,590.81
3510 - FIRE PREVENTION/CRR	0.00	0.00	0.00	500.00	-500.00
4200 - STREETS & TRANSPORTATION	130,000.00	130,000.00	0.00	159,841.15	-29,841.15
5530 - COMMUNITY CENTER	12,000.00	12,000.00	800.00	13,500.00	-1,500.00
7200 - PLANNING & DEVELOPMENT	270,590.00	270,590.00	766.33	340,647.33	-70,057.33
7520 - ECONOMIC DEVELOPMENT	20,000.00	20,000.00	2,240.00	134,573.97	-114,573.97
7521 - MAINSTREET	35,000.00	35,000.00	0.00	26,250.00	8,750.00
7563 - AIRPORT	236,600.00	236,600.00	16,040.34	194,210.05	42,389.95
Revenue Total:	11,807,632.09	11,807,632.09	938,195.50	9,846,235.13	1,961,396.96
Expense					
1100 - LEGISLATIVE	233,631.00	233,631.00	19,756.15	225,650.72	7,980.28
1300 - EXECUTIVE	293,888.00	293,888.00	27,758.10	296,954.38	-3,066.38
1400 - ELECTIONS	18,900.00	18,900.00	8,011.33	8,011.33	10,888.67
1500 - GENERAL ADMIN	134,200.29	134,200.29	18,690.95	143,245.91	-9,045.62
1510 - FINANCE ADMIN	251,134.58	251,134.58	112,432.17	328,713.33	-77,578.75
1530 - LAW	139,625.00	139,625.00	37,348.52	201,662.99	-62,037.99
1560 - AUDIT	32,500.00	32,500.00	0.00	35,750.00	-3,250.00
1565 - WALTON PLAZA	117,483.00	117,483.00	0.00	151,953.06	-34,470.06
2650 - MUNICIPAL COURT	104,252.00	104,252.00	8,201.26	75,012.67	29,239.33
3200 - POLICE	4,272,281.00	4,272,281.00	450,456.36	3,955,053.55	317,227.45
3500 - FIRE OPERATIONS	2,090,841.00	2,093,041.00	246,387.84	2,112,764.38	-19,723.38
3510 - FIRE PREVENTION/CRR	100,346.00	98,146.00	10,674.70	82,464.87	15,681.13
4200 - STREETS & TRANSPORTATION	1,368,799.00	1,368,799.00	143,621.23	1,304,669.50	64,129.50
5500 - COMMUNITY SERVICES	11,100.00	11,100.00	0.00	11,100.00	0.00
5530 - COMMUNITY CENTER	23,900.00	23,900.00	1,757.18	14,360.23	9,539.77
6200 - BLDGS & GROUNDS	358,124.00	358,124.00	58,029.69	372,060.25	-13,936.25
6231 - RAILS TO TRAILS	0.00	0.00	0.00	52.50	-52.50
6500 - LIBRARIES	123,600.00	123,600.00	0.00	95,103.83	28,496.17
7200 - PLANNING & DEVELOPMENT	763,931.99	763,931.99	87,606.43	706,526.84	57,405.15
7400 - PLANNING AND ZONING	4,844.00	4,844.00	0.00	4,844.25	-0.25
7520 - ECONOMIC DEVELOPMENT	254,713.06	254,713.06	26,211.99	350,139.37	-95,426.31
7550 - DOWNTOWN DEVELOPMENT	25,000.00	25,000.00	0.00	18,750.00	6,250.00
7563 - AIRPORT	202,650.00	202,650.00	6,760.88	138,877.20	63,772.80
9001 - GEN - OTHER FINANCING USES	881,888.00	881,888.00	0.00	874,944.00	6,944.00
Expense Total:	11,807,631.92	11,807,631.92	1,263,704.78	11,508,665.16	298,966.76
Total Surplus (Deficit):	0.17	0.17	-325,509.28	-1,662,430.03	



Monroe, GA

DEP...	2018 Nov. Activity	2019 Nov. Activity	Nov. Variance Favorable / (Unfavorable)	Variance %	2018 YTD Activity	2019 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Revenue								
1500 - GENERAL ADMIN	0.00	0.00	0.00	0.00%	1,000.00	0.00	-1,000.00	-100.00%
1510 - FINANCE ADMIN	919,703.70	868,595.44	-51,108.26	-5.56%	6,953,732.14	8,175,827.22	1,222,095.08	17.57%
1519 - INTERGOVERNMENTAL	0.00	6,783.37	6,783.37	0.00%	148,486.23	96,660.62	-51,825.61	-34.90%
1565 - WALTON PLAZA	275.63	275.63	0.00	0.00%	12,220.63	3,059.49	-9,161.14	-74.96%
2650 - MUNICIPAL COURT	0.00	41,104.39	41,104.39	0.00%	331,513.67	429,567.84	98,054.17	29.58%
3200 - POLICE	1,224.00	1,590.00	366.00	29.90%	30,139.64	58,814.27	28,674.63	95.14%
3500 - FIRE OPERATIONS	0.00	0.00	0.00	0.00%	167,972.69	212,783.19	44,810.50	26.68%
3510 - FIRE PREVENTION/CRR	0.00	0.00	0.00	0.00%	0.00	500.00	500.00	0.00%
4200 - STREETS & TRANSPORTATION	0.00	0.00	0.00	0.00%	157,752.25	159,841.15	2,088.90	1.32%
5530 - COMMUNITY CENTER	1,425.00	800.00	-625.00	-43.86%	15,875.00	13,500.00	-2,375.00	-14.96%
7200 - PLANNING & DEVELOPMENT	4,591.00	766.33	-3,824.67	-83.31%	182,848.80	340,647.33	157,798.53	86.30%
7520 - ECONOMIC DEVELOPMENT	2,025.00	2,240.00	215.00	10.62%	78,970.20	134,573.97	55,603.77	70.41%
7521 - MAINSTREET	8,750.00	0.00	-8,750.00	-100.00%	26,250.00	26,250.00	0.00	0.00%
7563 - AIRPORT	15,704.08	16,040.34	336.26	2.14%	195,937.99	194,210.05	-1,727.94	-0.88%
Revenue Total:	953,698.41	938,195.50	-15,502.91	-1.63%	8,302,699.24	9,846,235.13	1,543,535.89	18.59%
Expense								
1100 - LEGISLATIVE	13,229.35	19,756.15	-6,526.80	-49.34%	169,930.41	225,650.72	-55,720.31	-32.79%
1300 - EXECUTIVE	23,813.29	27,758.10	-3,944.81	-16.57%	284,360.92	296,954.38	-12,593.46	-4.43%
1400 - ELECTIONS	0.00	8,011.33	-8,011.33	0.00%	0.00	8,011.33	-8,011.33	0.00%
1500 - GENERAL ADMIN	13,502.76	18,690.95	-5,188.19	-38.42%	100,821.63	143,245.91	-42,424.28	-42.08%
1510 - FINANCE ADMIN	28,533.01	112,432.17	-83,899.16	-294.04%	283,233.79	328,713.33	-45,479.54	-16.06%
1530 - LAW	41,614.89	37,348.52	4,266.37	10.25%	157,894.79	201,662.99	-43,768.20	-27.72%
1560 - AUDIT	0.00	0.00	0.00	0.00%	30,000.00	35,750.00	-5,750.00	-19.17%
1565 - WALTON PLAZA	0.00	0.00	0.00	0.00%	89,820.31	151,953.06	-62,132.75	-69.17%
2650 - MUNICIPAL COURT	10,881.60	8,201.26	2,680.34	24.63%	83,549.54	75,012.67	8,536.87	10.22%
3200 - POLICE	443,573.61	450,456.36	-6,882.75	-1.55%	3,621,914.00	3,955,053.55	-333,139.55	-9.20%
3500 - FIRE OPERATIONS	243,804.29	246,387.84	-2,583.55	-1.06%	1,762,885.86	2,112,764.38	-349,878.52	-19.85%
3510 - FIRE PREVENTION/CRR	8,969.16	10,674.70	-1,705.54	-19.02%	74,389.30	82,464.87	-8,075.57	-10.86%
4200 - STREETS & TRANSPORTATION	135,595.14	143,621.23	-8,026.09	-5.92%	1,278,050.80	1,304,669.50	-26,618.70	-2.08%
5500 - COMMUNITY SERVICES	0.00	0.00	0.00	0.00%	11,100.00	11,100.00	0.00	0.00%
5530 - COMMUNITY CENTER	552.82	1,757.18	-1,204.36	-217.86%	10,141.75	14,360.23	-4,218.48	-41.60%
6200 - BLDGS & GROUNDS	9,511.82	58,029.69	-48,517.87	-510.08%	162,248.92	372,060.25	-209,811.33	-129.31%
6231 - RAILS TO TRAILS	0.00	0.00	0.00	0.00%	0.00	52.50	-52.50	0.00%
6500 - LIBRARIES	0.00	0.00	0.00	0.00%	105,516.99	95,103.83	10,413.16	9.87%
7200 - PLANNING & DEVELOPMENT	67,961.93	87,606.43	-19,644.50	-28.91%	387,962.82	706,526.84	-318,564.02	-82.11%

Prior-Year Comparative Income Statement

For the Period Ending 11/3

DEP...	2018		2019		Nov. Variance		YTD Variance	
	Nov. Activity	Nov. Activity	Favorable / (Unfavorable)	Variance %	YTD Activity	YTD Activity	Favorable / (Unfavorable)	Variance %
7400 - PLANNING AND ZONING	0.00	0.00	0.00	0.00%	4,844.25	4,844.25	0.00	0.00%
7520 - ECONOMIC DEVELOPMENT	19,438.60	26,211.99	-6,773.39	-34.85%	341,666.11	350,139.37	-8,473.26	-2.48%
7550 - DOWNTOWN DEVELOPMENT	0.00	0.00	0.00	0.00%	13,190.88	18,750.00	-5,559.12	-42.14%
7563 - AIRPORT	6,292.76	6,760.88	-468.12	-7.44%	218,498.54	138,877.20	79,621.34	36.44%
9001 - GEN - OTHER FINANCING USES	0.00	0.00	0.00	0.00%	862,140.00	874,944.00	-12,804.00	-1.49%
Expense Total:	1,067,275.03	1,263,704.78	-196,429.75	-18.40%	10,054,161.61	11,508,665.16	-1,454,503.55	-14.47%
Total Surplus (Deficit):	-113,576.62	-325,509.28	-211,932.66	-186.60%	-1,751,462.37	-1,662,430.03	89,032.34	5.08%



Monroe, GA

Budget Report

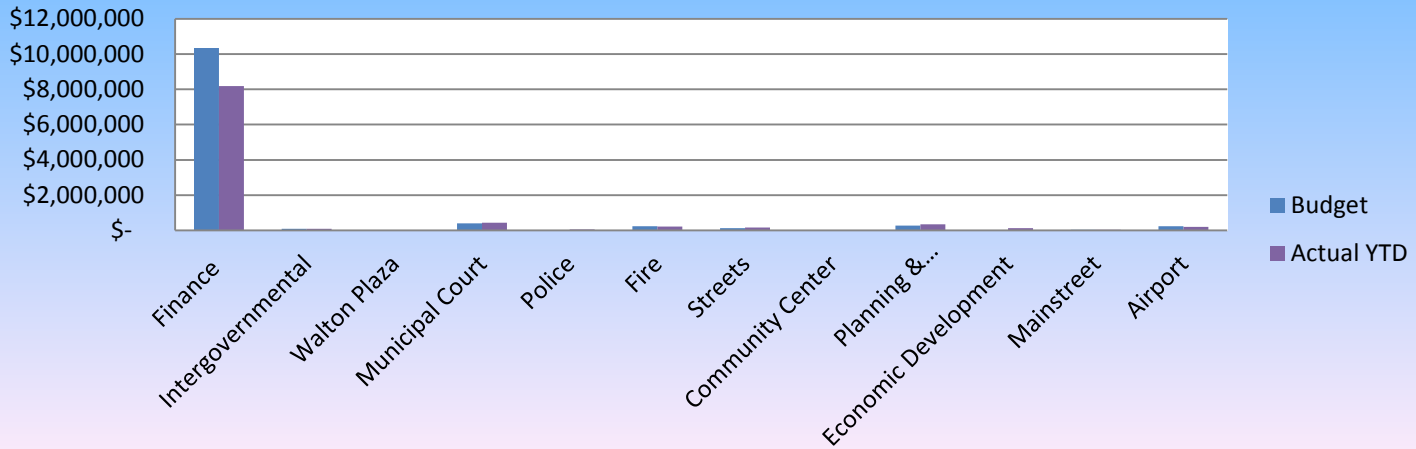
17

Group Summary

For Fiscal: 2019 Period Ending: 11/30/2019

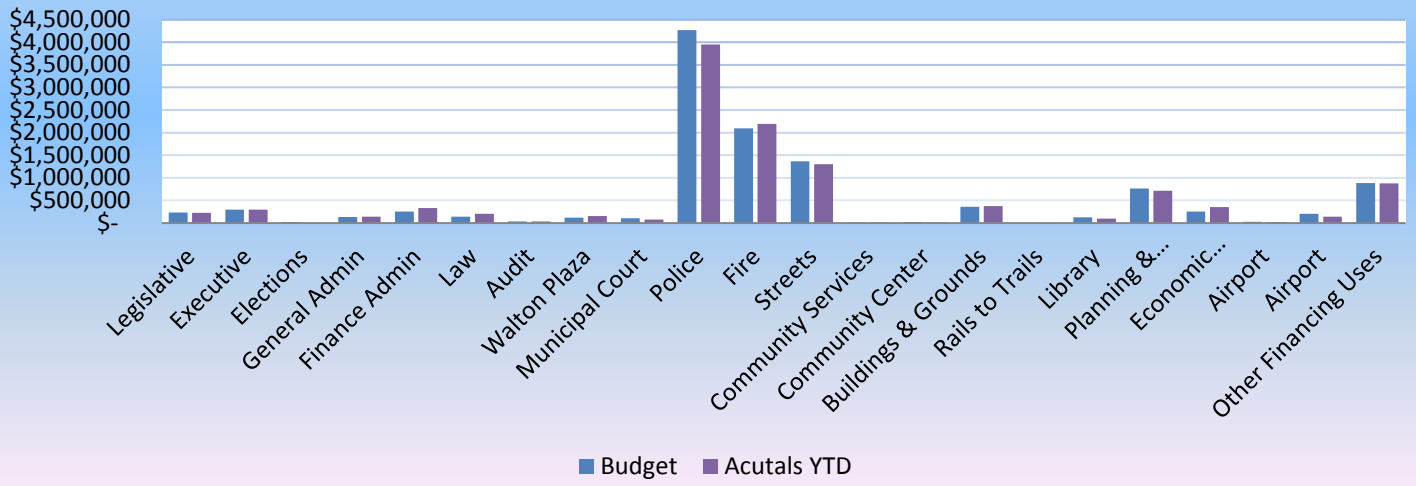
DEP...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Revenue						
1510 - FINANCE ADMIN	10,337,929.09	10,337,929.09	868,595.44	8,175,827.22	-2,162,101.87	20.91 %
1519 - INTERGOVERNMENTAL	95,831.00	95,831.00	6,783.37	96,660.62	829.62	0.87 %
1565 - WALTON PLAZA	3,308.00	3,308.00	275.63	3,059.49	-248.51	7.51 %
2650 - MUNICIPAL COURT	400,000.00	400,000.00	41,104.39	429,567.84	29,567.84	7.39 %
3200 - POLICE	24,000.00	24,000.00	1,590.00	58,814.27	34,814.27	145.06 %
3500 - FIRE OPERATIONS	242,374.00	242,374.00	0.00	212,783.19	-29,590.81	12.21 %
3510 - FIRE PREVENTION/CRR	0.00	0.00	0.00	500.00	500.00	0.00 %
4200 - STREETS & TRANSPORTATION	130,000.00	130,000.00	0.00	159,841.15	29,841.15	22.95 %
5530 - COMMUNITY CENTER	12,000.00	12,000.00	800.00	13,500.00	1,500.00	12.50 %
7200 - PLANNING & DEVELOPMENT	270,590.00	270,590.00	766.33	340,647.33	70,057.33	25.89 %
7520 - ECONOMIC DEVELOPMENT	20,000.00	20,000.00	2,240.00	134,573.97	114,573.97	572.87 %
7521 - MAINSTREET	35,000.00	35,000.00	0.00	26,250.00	-8,750.00	25.00 %
7563 - AIRPORT	236,600.00	236,600.00	16,040.34	194,210.05	-42,389.95	17.92 %
Revenue Total:	11,807,632.09	11,807,632.09	938,195.50	9,846,235.13	-1,961,396.96	16.61 %
Expense						
1100 - LEGISLATIVE	233,631.00	233,631.00	19,756.15	225,650.72	7,980.28	3.42 %
1300 - EXECUTIVE	293,888.00	293,888.00	27,758.10	296,954.38	-3,066.38	-1.04 %
1400 - ELECTIONS	18,900.00	18,900.00	8,011.33	8,011.33	10,888.67	57.61 %
1500 - GENERAL ADMIN	134,200.29	134,200.29	18,690.95	143,245.91	-9,045.62	-6.74 %
1510 - FINANCE ADMIN	251,134.58	251,134.58	112,432.17	328,713.33	-77,578.75	-30.89 %
1530 - LAW	139,625.00	139,625.00	37,348.52	201,662.99	-62,037.99	-44.43 %
1560 - AUDIT	32,500.00	32,500.00	0.00	35,750.00	-3,250.00	-10.00 %
1565 - WALTON PLAZA	117,483.00	117,483.00	0.00	151,953.06	-34,470.06	-29.34 %
2650 - MUNICIPAL COURT	104,252.00	104,252.00	8,201.26	75,012.67	29,239.33	28.05 %
3200 - POLICE	4,272,281.00	4,272,281.00	450,456.36	3,955,053.55	317,227.45	7.43 %
3500 - FIRE OPERATIONS	2,090,841.00	2,093,041.00	246,387.84	2,112,764.38	-19,723.38	-0.94 %
3510 - FIRE PREVENTION/CRR	100,346.00	98,146.00	10,674.70	82,464.87	15,681.13	15.98 %
4200 - STREETS & TRANSPORTATION	1,368,799.00	1,368,799.00	143,621.23	1,304,669.50	64,129.50	4.69 %
5500 - COMMUNITY SERVICES	11,100.00	11,100.00	0.00	11,100.00	0.00	0.00 %
5530 - COMMUNITY CENTER	23,900.00	23,900.00	1,757.18	14,360.23	9,539.77	39.92 %
6200 - BLDGS & GROUNDS	358,124.00	358,124.00	58,029.69	372,060.25	-13,936.25	-3.89 %
6231 - RAILS TO TRAILS	0.00	0.00	0.00	52.50	-52.50	0.00 %
6500 - LIBRARIES	123,600.00	123,600.00	0.00	95,103.83	28,496.17	23.06 %
7200 - PLANNING & DEVELOPMENT	763,931.99	763,931.99	87,606.43	706,526.84	57,405.15	7.51 %
7400 - PLANNING AND ZONING	4,844.00	4,844.00	0.00	4,844.25	-0.25	-0.01 %
7520 - ECONOMIC DEVELOPMENT	254,713.06	254,713.06	26,211.99	350,139.37	-95,426.31	-37.46 %
7550 - DOWNTOWN DEVELOPMENT	25,000.00	25,000.00	0.00	18,750.00	6,250.00	25.00 %
7563 - AIRPORT	202,650.00	202,650.00	6,760.88	138,877.20	63,772.80	31.47 %
9001 - GEN - OTHER FINANCING USES	881,888.00	881,888.00	0.00	874,944.00	6,944.00	0.79 %
Expense Total:	11,807,631.92	11,807,631.92	1,263,704.78	11,508,665.16	298,966.76	2.53 %
Report Surplus (Deficit):	0.17	0.17	-325,509.28	-1,662,430.03	-1,662,430.20	00,117.65 %

General Fund Revenue November YTD Budget Comparison



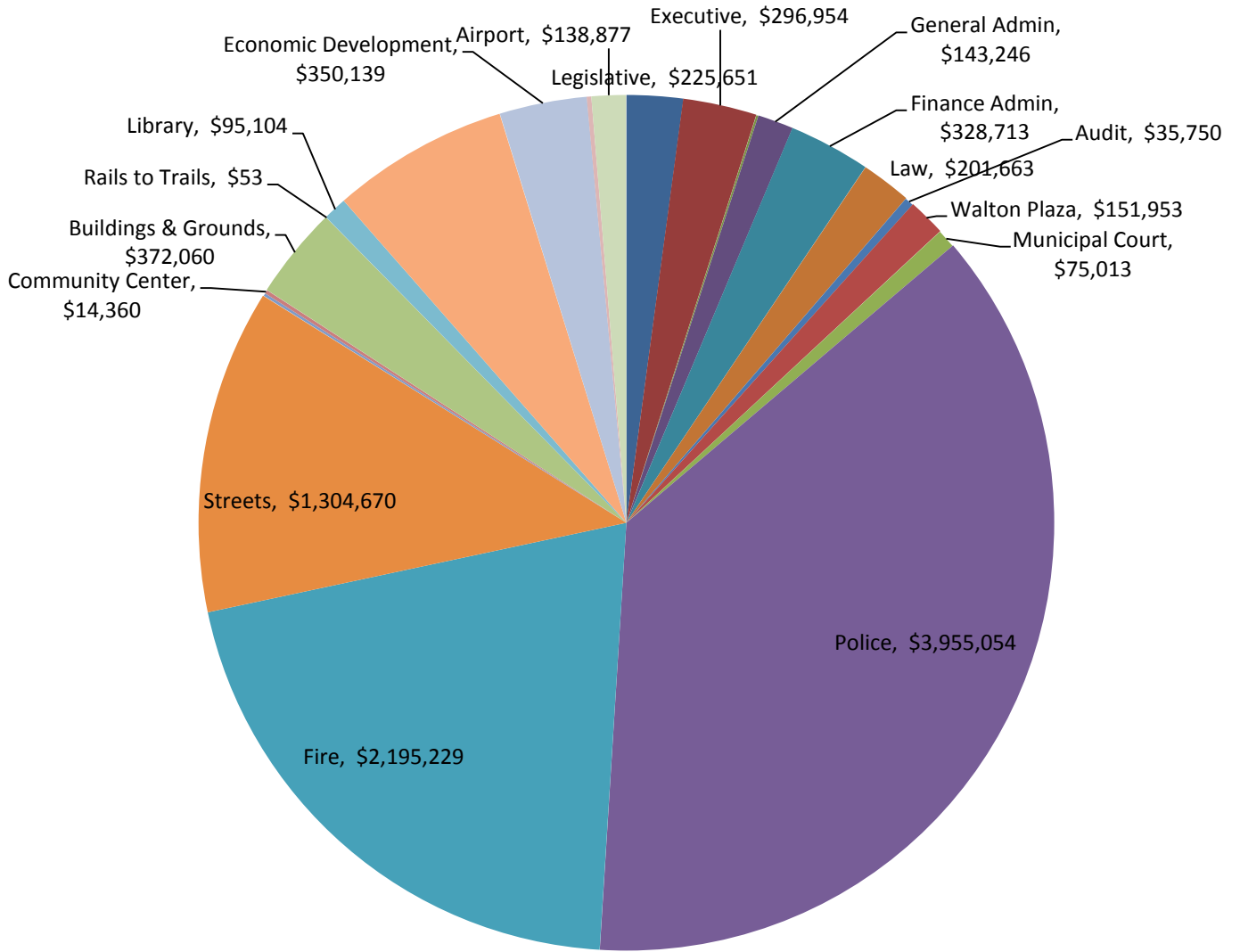
General Fund year-to-date revenues for the month totaled \$9,846,235 which is about 83% of the total budgeted revenues of \$11,807,632. This will increase in December when the remaining property tax payments are received from the County.

General Fund Expense November YTD Budget Comparison



General Fund year-to-date expenses for the month totaled \$11,508,665 which is about 97% of the total budgeted expenses of \$11,807.632

General Fund Expenses November YTD 2019





Monroe, GA

Monthly Budget Report

Group Summary

For Fiscal: 2019 Period Ending: 11/30/2019

ACTIVIT...	November Budget	November Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
Revenue									
4002 - WATER	430,908.31	460,320.31	29,412.00	6.83 %	4,739,991.41	5,533,767.14	793,775.73	16.75 %	5,172,969.00
4003 - SEWER	410,773.35	363,291.32	-47,482.03	-11.56 %	4,518,506.85	4,215,850.62	-302,656.23	-6.70 %	4,930,907.20
4005 - GAS	309,926.70	196,296.93	-113,629.77	-36.66 %	3,409,193.70	3,595,771.71	186,578.01	5.47 %	3,720,609.00
4006 - GUTA	6,664.00	14,384.75	7,720.75	115.86 %	73,304.00	168,159.45	94,855.45	129.40 %	80,000.00
4008 - ELECTRIC	1,612,817.61	1,520,838.82	-91,978.79	-5.70 %	17,740,993.71	21,127,571.63	3,386,577.92	19.09 %	19,361,556.00
4009 - TELECOM & INTERNET	226,992.50	261,179.92	34,187.42	15.06 %	2,496,917.50	2,788,803.24	291,885.74	11.69 %	2,725,000.00
4010 - CABLE TV	322,960.76	283,365.76	-39,595.00	-12.26 %	3,552,568.36	3,253,757.15	-298,811.21	-8.41 %	3,877,080.00
4012 - UTIL FINANCE	-25.00	1,550.00	1,575.00	-6,300.00 %	-275.00	75,049.99	75,324.99	27,390.91 %	0.00
4016 - SOLID WASTE	-3.79	0.00	3.79	-100.00 %	-41.69	0.00	41.69	-100.00 %	0.00
Total Revenue:	3,321,014.44	3,101,227.81	-219,786.63	-6.62 %	36,531,158.84	40,758,730.93	4,227,572.09	11.57 %	39,868,121.20
Expense									
4002 - WATER	381,155.18	1,388,687.81	-1,007,532.63	-264.34 %	4,192,706.98	4,991,523.19	-798,816.21	-19.05 %	4,575,694.20
4003 - SEWER	350,691.76	1,002,637.19	-651,945.43	-185.90 %	3,857,609.36	4,111,628.29	-254,018.93	-6.58 %	4,209,987.00
4004 - STORMWATER	42,631.85	52,052.05	-9,420.20	-22.10 %	468,950.35	471,069.40	-2,119.05	-0.45 %	511,784.00
4005 - GAS	311,290.69	410,269.25	-98,978.56	-31.80 %	3,424,197.59	3,401,746.70	22,450.89	0.66 %	3,736,983.85
4006 - GUTA	22,252.47	43,376.95	-21,124.48	-94.93 %	244,777.17	246,423.40	-1,646.23	-0.67 %	267,137.00
4007 - GEN ADMIN WSG	17,937.13	32,114.41	-14,177.28	-79.04 %	197,308.43	203,421.43	-6,113.00	-3.10 %	215,332.00
4008 - ELECTRIC	1,567,778.93	1,968,429.28	-400,650.35	-25.56 %	17,245,568.23	18,028,724.10	-783,155.87	-4.54 %	18,820,876.00
4009 - TELECOM & INTERNET	151,516.48	104,537.98	46,978.50	31.01 %	1,666,681.28	1,197,834.86	468,846.42	28.13 %	1,818,926.00
4010 - CABLE TV	460,199.86	590,953.33	-130,753.47	-28.41 %	5,062,198.46	4,628,454.50	433,743.96	8.57 %	5,524,609.00
4011 - GEN ADMIN ELEC/TELECOM	16,309.45	26,437.69	-10,128.24	-62.10 %	179,403.95	179,178.62	225.33	0.13 %	195,792.00
4012 - UTIL FINANCE	-195,795.04	-162,156.10	-33,638.94	17.18 %	-2,153,745.44	-2,238,714.20	84,968.76	-3.95 %	-2,350,480.00
4013 - UTIL CUST SVC	116,570.25	156,762.43	-40,192.18	-34.48 %	1,282,272.75	1,387,954.85	-105,682.10	-8.24 %	1,399,403.00
4014 - UTIL BILLING	27,868.89	55,500.59	-27,631.70	-99.15 %	306,557.79	386,870.94	-80,313.15	-26.20 %	334,561.00
4015 - CENTRAL SERVICES	51,355.76	87,454.38	-36,098.62	-70.29 %	564,913.36	601,449.73	-36,536.37	-6.47 %	616,516.00
4016 - SOLID WASTE	0.00	0.00	0.00	0.00 %	0.00	96.76	-96.76	0.00 %	0.00
Total Expense:	3,321,763.66	5,757,057.24	-2,435,293.58	-73.31 %	36,539,400.26	37,597,662.57	-1,058,262.31	-2.90 %	39,877,121.05
Report Total:	-749.22	-2,655,829.43	-2,655,080.21		-8,241.42	3,161,068.36	3,169,309.78		-8,999.85



Monroe, GA

Income Statement 21

Group Summary

For Fiscal: 2019 Period Ending: 11/30/2019

ACTIVITY	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Revenue					
4002 - WATER	5,172,969.00	5,172,969.00	460,320.31	5,533,767.14	-360,798.14
4003 - SEWER	4,067,500.00	4,930,907.20	363,291.32	4,215,850.62	715,056.58
4005 - GAS	3,720,609.00	3,720,609.00	196,296.93	3,595,771.71	124,837.29
4006 - GUTA	80,000.00	80,000.00	14,384.75	168,159.45	-88,159.45
4008 - ELECTRIC	19,361,556.00	19,361,556.00	1,520,838.82	21,127,571.63	-1,766,015.63
4009 - TELECOM & INTERNET	2,725,000.00	2,725,000.00	261,179.92	2,788,803.24	-63,803.24
4010 - CABLE TV	3,877,080.00	3,877,080.00	283,365.76	3,253,757.15	623,322.85
4012 - UTIL FINANCE	750,000.00	0.00	1,550.00	75,049.99	-75,049.99
4016 - SOLID WASTE	113,407.20	0.00	0.00	0.00	0.00
Revenue Total:	39,868,121.20	39,868,121.20	3,101,227.81	40,758,730.93	-890,609.73
Expense					
4002 - WATER	4,575,694.20	4,575,694.20	1,388,687.81	4,991,523.19	-415,828.99
4003 - SEWER	4,209,987.00	4,209,987.00	1,002,637.19	4,111,628.29	98,358.71
4004 - STORMWATER	502,784.00	511,784.00	52,052.05	471,069.40	40,714.60
4005 - GAS	3,736,983.85	3,736,983.85	410,269.25	3,401,746.70	335,237.15
4006 - GUTA	267,137.00	267,137.00	43,376.95	246,423.40	20,713.60
4007 - GEN ADMIN WSG	215,332.00	215,332.00	32,114.41	203,421.43	11,910.57
4008 - ELECTRIC	18,820,876.00	18,820,876.00	1,968,429.28	18,028,724.10	792,151.90
4009 - TELECOM & INTERNET	1,818,926.00	1,818,926.00	104,537.98	1,197,834.86	621,091.14
4010 - CABLE TV	5,524,609.00	5,524,609.00	590,953.33	4,628,454.50	896,154.50
4011 - GEN ADMIN ELEC/TELECOM	195,792.00	195,792.00	26,437.69	179,178.62	16,613.38
4012 - UTIL FINANCE	-2,350,480.00	-2,350,480.00	-162,156.10	-2,238,714.20	-111,765.80
4013 - UTIL CUST SVC	1,399,403.00	1,399,403.00	156,762.43	1,387,954.85	11,448.15
4014 - UTIL BILLING	334,561.00	334,561.00	55,500.59	386,870.94	-52,309.94
4015 - CENTRAL SERVICES	616,516.00	616,516.00	87,454.38	601,449.73	15,066.27
4016 - SOLID WASTE	0.00	0.00	0.00	96.76	-96.76
Expense Total:	39,868,121.05	39,877,121.05	5,757,057.24	37,597,662.57	2,279,458.48
Total Surplus (Deficit):	0.15	-8,999.85	-2,655,829.43	3,161,068.36	

Prior-Year Comparative Income Statement 22

Group Summary

For the Period Ending 11/30/2019



Monroe, GA

ACTIVIT...	2018 Nov. Activity	2019 Nov. Activity	Nov. Variance Favorable / (Unfavorable)	Variance %	2018 YTD Activity	2019 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Revenue								
4002 - WATER	465,170.22	460,320.31	-4,849.91	-1.04%	4,683,264.25	5,533,767.14	850,502.89	18.16%
4003 - SEWER	347,972.86	363,291.32	15,318.46	4.40%	3,659,157.22	4,215,850.62	556,693.40	15.21%
4005 - GAS	218,007.64	196,296.93	-21,710.71	-9.96%	3,175,908.70	3,595,771.71	419,863.01	13.22%
4006 - GUTA	18,100.72	14,384.75	-3,715.97	-20.53%	140,933.47	168,159.45	27,225.98	19.32%
4008 - ELECTRIC	1,959,355.46	1,520,838.82	-438,516.64	-22.38%	19,413,903.86	21,127,571.63	1,713,667.77	8.83%
4009 - TELECOM & INTERNET	239,413.25	261,179.92	21,766.67	9.09%	2,459,139.19	2,788,803.24	329,664.05	13.41%
4010 - CABLE TV	249,035.35	283,365.76	34,330.41	13.79%	2,564,040.26	3,253,757.15	689,716.89	26.90%
4012 - UTIL FINANCE	0.00	1,550.00	1,550.00	0.00%	535,461.65	75,049.99	-460,411.66	-85.98%
Revenue Total:	3,497,055.50	3,101,227.81	-395,827.69	-11.32%	36,631,808.60	40,758,730.93	4,126,922.33	11.27%
Expense								
4002 - WATER	289,706.75	1,388,687.81	-1,098,981.06	-379.34%	4,033,574.66	4,991,523.19	-957,948.53	-23.75%
4003 - SEWER	265,251.23	1,002,637.19	-737,385.96	-278.00%	3,375,844.98	4,111,628.29	-735,783.31	-21.80%
4004 - STORMWATER	26,892.97	52,052.05	-25,159.08	-93.55%	343,886.34	471,069.40	-127,183.06	-36.98%
4005 - GAS	220,221.91	410,269.25	-190,047.34	-86.30%	3,078,410.98	3,401,746.70	-323,335.72	-10.50%
4006 - GUTA	19,619.56	43,376.95	-23,757.39	-121.09%	221,239.77	246,423.40	-25,183.63	-11.38%
4007 - GEN ADMIN WSG	31,722.39	32,114.41	-392.02	-1.24%	167,533.91	203,421.43	-35,887.52	-21.42%
4008 - ELECTRIC	1,603,821.67	1,968,429.28	-364,607.61	-22.73%	16,392,658.74	18,028,724.10	-1,636,065.36	-9.98%
4009 - TELECOM & INTERNET	27,051.10	104,537.98	-77,486.88	-286.45%	696,243.57	1,197,834.86	-501,591.29	-72.04%
4010 - CABLE TV	229,879.30	590,953.33	-361,074.03	-157.07%	4,803,418.74	4,628,454.50	174,964.24	3.64%
4011 - GEN ADMIN ELEC/TELECOM	45,232.52	26,437.69	18,794.83	41.55%	270,011.25	179,178.62	90,832.63	33.64%
4012 - UTIL FINANCE	-279,858.86	-162,156.10	-117,702.76	-42.06%	-1,320,997.70	-2,238,714.20	917,716.50	69.47%
4013 - UTIL CUST SVC	118,683.93	156,762.43	-38,078.50	-32.08%	895,508.57	1,387,954.85	-492,446.28	-54.99%
4014 - UTIL BILLING	37,412.36	55,500.59	-18,088.23	-48.35%	241,958.56	386,870.94	-144,912.38	-59.89%
4015 - CENTRAL SERVICES	123,762.57	87,454.38	36,308.19	29.34%	941,244.68	601,449.73	339,794.95	36.10%
4016 - SOLID WASTE	0.00	0.00	0.00	0.00%	0.00	96.76	-96.76	0.00%
Expense Total:	2,759,399.40	5,757,057.24	-2,997,657.84	-108.63%	34,140,537.05	37,597,662.57	-3,457,125.52	-10.13%
Total Surplus (Deficit):	737,656.10	-2,655,829.43	-3,393,485.53	-460.04%	2,491,271.55	3,161,068.36	669,796.81	26.89%



Monroe, GA

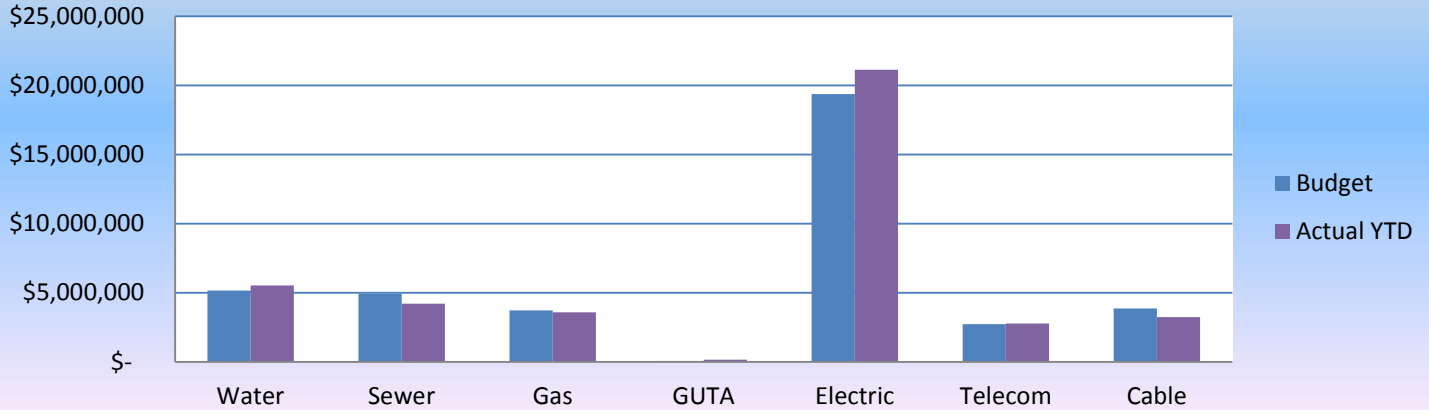
Budget Report 23

Group Summary

For Fiscal: 2019 Period Ending: 11/30/2019

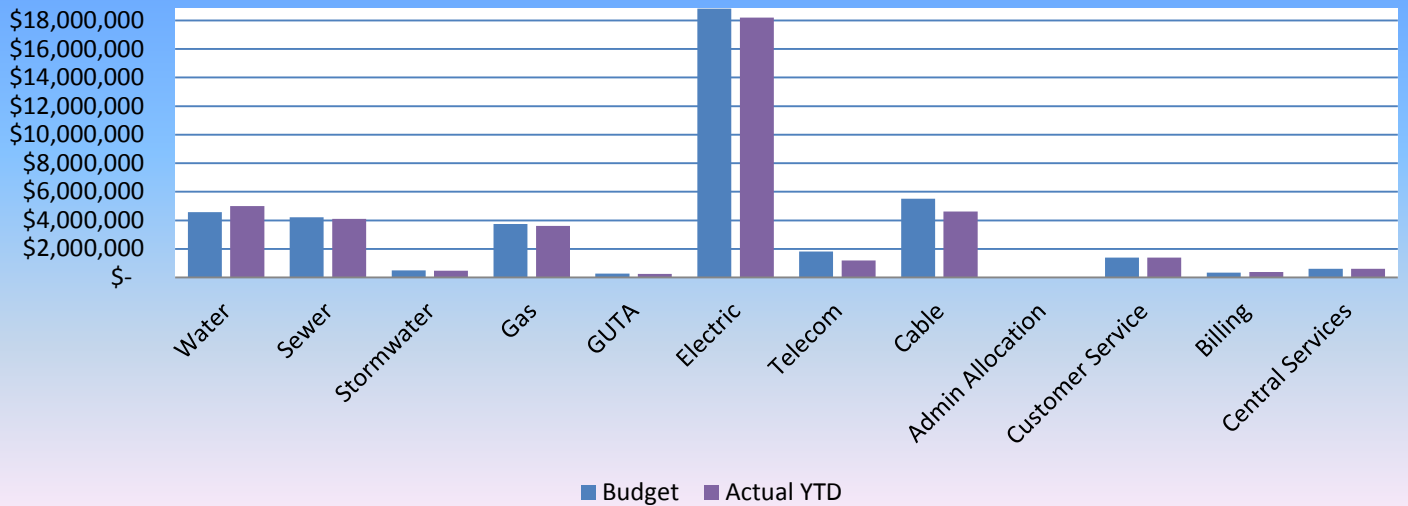
ACTIVIT...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Revenue						
4002 - WATER	5,172,969.00	5,172,969.00	460,320.31	5,533,767.14	360,798.14	6.97 %
4003 - SEWER	4,067,500.00	4,930,907.20	363,291.32	4,215,850.62	-715,056.58	14.50 %
4005 - GAS	3,720,609.00	3,720,609.00	196,296.93	3,595,771.71	-124,837.29	3.36 %
4006 - GUTA	80,000.00	80,000.00	14,384.75	168,159.45	88,159.45	110.20 %
4008 - ELECTRIC	19,361,556.00	19,361,556.00	1,520,838.82	21,127,571.63	1,766,015.63	9.12 %
4009 - TELECOM & INTERNET	2,725,000.00	2,725,000.00	261,179.92	2,788,803.24	63,803.24	2.34 %
4010 - CABLE TV	3,877,080.00	3,877,080.00	283,365.76	3,253,757.15	-623,322.85	16.08 %
4012 - UTIL FINANCE	750,000.00	0.00	1,550.00	75,049.99	75,049.99	0.00 %
4016 - SOLID WASTE	113,407.20	0.00	0.00	0.00	0.00	0.00 %
Revenue Total:	39,868,121.20	39,868,121.20	3,101,227.81	40,758,730.93	890,609.73	2.23 %
Expense						
4002 - WATER	4,575,694.20	4,575,694.20	1,388,687.81	4,991,523.19	-415,828.99	-9.09 %
4003 - SEWER	4,209,987.00	4,209,987.00	1,002,637.19	4,111,628.29	98,358.71	2.34 %
4004 - STORMWATER	502,784.00	511,784.00	52,052.05	471,069.40	40,714.60	7.96 %
4005 - GAS	3,736,983.85	3,736,983.85	410,269.25	3,401,746.70	335,237.15	8.97 %
4006 - GUTA	267,137.00	267,137.00	43,376.95	246,423.40	20,713.60	7.75 %
4007 - GEN ADMIN WSG	215,332.00	215,332.00	32,114.41	203,421.43	11,910.57	5.53 %
4008 - ELECTRIC	18,820,876.00	18,820,876.00	1,968,429.28	18,028,724.10	792,151.90	4.21 %
4009 - TELECOM & INTERNET	1,818,926.00	1,818,926.00	104,537.98	1,197,834.86	621,091.14	34.15 %
4010 - CABLE TV	5,524,609.00	5,524,609.00	590,953.33	4,628,454.50	896,154.50	16.22 %
4011 - GEN ADMIN ELEC/TELECOM	195,792.00	195,792.00	26,437.69	179,178.62	16,613.38	8.49 %
4012 - UTIL FINANCE	-2,350,480.00	-2,350,480.00	-162,156.10	-2,238,714.20	-111,765.80	4.76 %
4013 - UTIL CUST SVC	1,399,403.00	1,399,403.00	156,762.43	1,387,954.85	11,448.15	0.82 %
4014 - UTIL BILLING	334,561.00	334,561.00	55,500.59	386,870.94	-52,309.94	-15.64 %
4015 - CENTRAL SERVICES	616,516.00	616,516.00	87,454.38	601,449.73	15,066.27	2.44 %
4016 - SOLID WASTE	0.00	0.00	0.00	96.76	-96.76	0.00 %
Expense Total:	39,868,121.05	39,877,121.05	5,757,057.24	37,597,662.57	2,279,458.48	5.72 %
Report Surplus (Deficit):	0.15	-8,999.85	-2,655,829.43	3,161,068.36	3,170,068.21	35,223.57 %

Utilities Revenue November YTD Budget Comparison



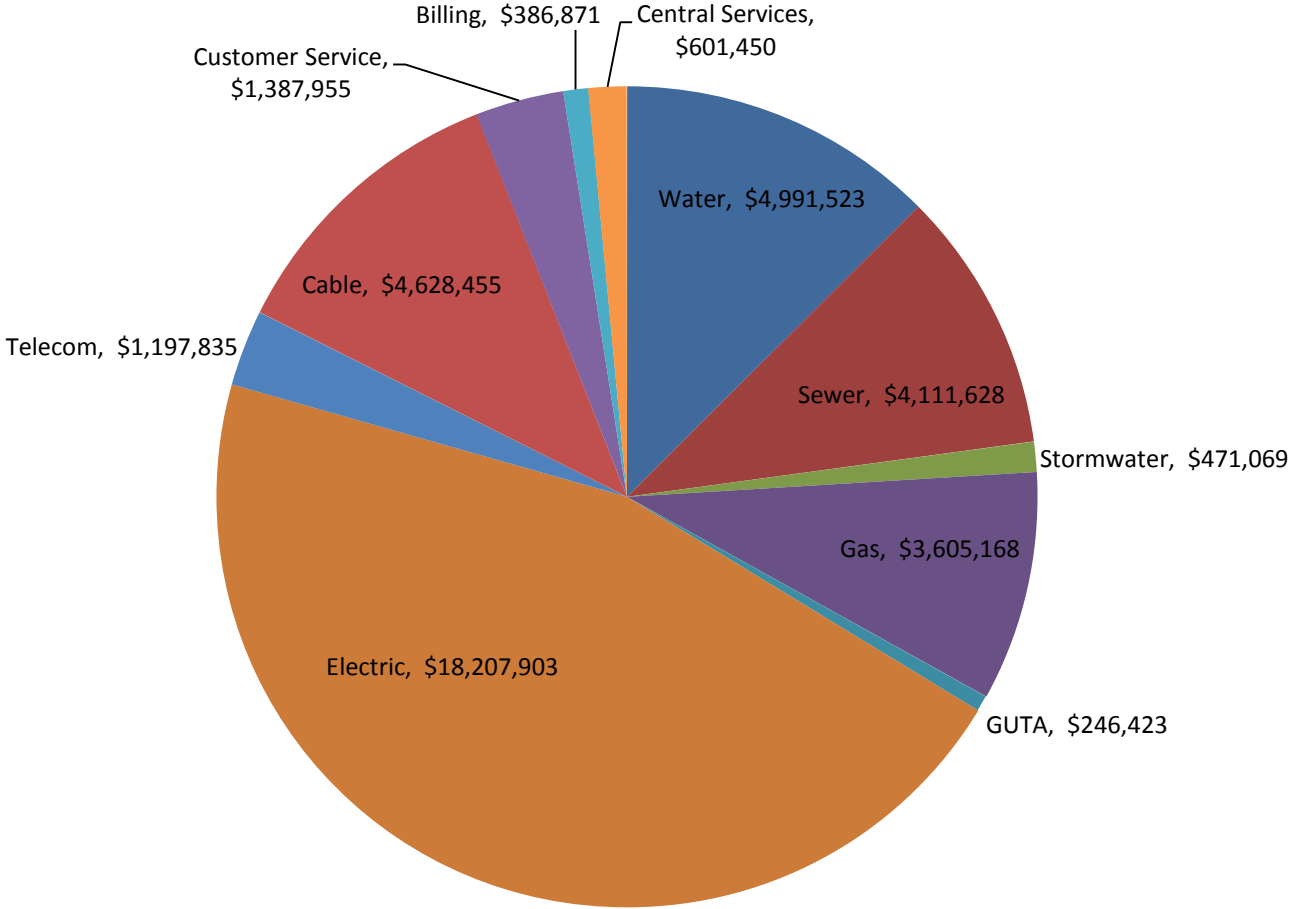
Utility Fund year-to-date revenues for the month totaled \$40,758,731 which is about 2.23% more than total budgeted revenues of \$39,868,121

Utilities Expense November YTD Budget Comparison



Utility Fund year-to-date expenses for the month totaled \$37,597,663 which is about 94% of total budgeted expenses of \$39,868,121

Utilities Expenses November YTD 2019





Monroe, GA

Monthly Budget Report

26

Group Summary

For Fiscal: 2019 Period Ending: 11/30/2019

DEP...	November Budget	November Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
Revenue									
4510 - SOLID WASTE ADMINISTRATION	0.00	15,090.00	15,090.00	0.00 %	0.00	15,090.00	15,090.00	0.00 %	0.00
4520 - SOLID WASTE COLLECTION	163,268.00	181,000.93	17,732.93	10.86 %	1,795,948.00	1,961,205.34	165,257.34	9.20 %	1,960,000.00
4530 - SOLID WASTE DISPOSAL	234,621.44	348,572.06	113,950.62	48.57 %	2,580,835.84	3,160,860.30	580,024.46	22.47 %	2,816,584.00
4540 - RECYCLABLES COLLECTION	2,665.60	2,148.71	-516.89	-19.39 %	29,321.60	27,842.47	-1,479.13	-5.04 %	32,000.00
Total Revenue:	400,555.04	546,811.70	146,256.66	36.51 %	4,406,105.44	5,164,998.11	758,892.67	17.22 %	4,808,584.00
Expense									
4430 - WATER TREATMENT PLANT	0.00	235.06	-235.06	0.00 %	0.00	235.06	-235.06	0.00 %	0.00
4510 - SOLID WASTE ADMINISTRATION	29,506.12	38,443.78	-8,937.66	-30.29 %	324,567.32	335,820.40	-11,253.08	-3.47 %	354,216.00
4520 - SOLID WASTE COLLECTION	71,050.05	202,788.31	-131,738.26	-185.42 %	781,550.55	1,010,246.02	-228,695.47	-29.26 %	852,942.32
4530 - SOLID WASTE DISPOSAL	222,920.74	287,684.21	-64,763.47	-29.05 %	2,452,128.14	2,563,310.77	-111,182.63	-4.53 %	2,676,119.72
4540 - RECYCLABLES COLLECTION	13,799.75	3,487.53	10,312.22	74.73 %	151,797.25	78,069.97	73,727.28	48.57 %	165,663.86
4585 - YARD TRIMMINGS COLLECTION	18,217.49	30,214.91	-11,997.42	-65.86 %	200,392.39	241,832.73	-41,440.34	-20.68 %	218,698.00
9003 - SW - OTHER FINANCING USES	45,060.65	32,903.30	12,157.35	26.98 %	495,667.15	319,994.90	175,672.25	35.44 %	540,944.24
Total Expense:	400,554.80	595,757.10	-195,202.30	-48.73 %	4,406,102.80	4,549,509.85	-143,407.05	-3.25 %	4,808,584.14
Report Total:	0.24	-48,945.40	-48,945.64		2.64	615,488.26	615,485.62		-0.14



Monroe, GA

Income Statement 27

Group Summary

For Fiscal: 2019 Period Ending: 11/30/2019

DEPT	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Revenue					
4510 - SOLID WASTE ADMINISTRATION	0.00	0.00	15,090.00	15,090.00	-15,090.00
4520 - SOLID WASTE COLLECTION	1,960,000.00	1,960,000.00	181,000.93	1,961,205.34	-1,205.34
4530 - SOLID WASTE DISPOSAL	2,816,584.00	2,816,584.00	348,572.06	3,160,860.30	-344,276.30
4540 - RECYCLABLES COLLECTION	32,000.00	32,000.00	2,148.71	27,842.47	4,157.53
Revenue Total:	4,808,584.00	4,808,584.00	546,811.70	5,164,998.11	-356,414.11
Expense					
4430 - WATER TREATMENT PLANT	0.00	0.00	235.06	235.06	-235.06
4510 - SOLID WASTE ADMINISTRATION	354,216.00	354,216.00	38,443.78	335,820.40	18,395.60
4520 - SOLID WASTE COLLECTION	852,942.32	852,942.32	202,788.31	1,010,246.02	-157,303.70
4530 - SOLID WASTE DISPOSAL	2,676,119.72	2,676,119.72	287,684.21	2,563,310.77	112,808.95
4540 - RECYCLABLES COLLECTION	165,663.86	165,663.86	3,487.53	78,069.97	87,593.89
4585 - YARD TRIMMINGS COLLECTION	218,698.00	218,698.00	30,214.91	241,832.73	-23,134.73
9003 - SW - OTHER FINANCING USES	540,944.24	540,944.24	32,903.30	319,994.90	220,949.34
Expense Total:	4,808,584.14	4,808,584.14	595,757.10	4,549,509.85	259,074.29
Total Surplus (Deficit):	-0.14	-0.14	-48,945.40	615,488.26	



Monroe, GA

Prior-Year Comparative Income Statement 28

Group Summary

For the Period Ending 11/30/2019

DEP...	2018 Nov. Activity	2019 Nov. Activity	Nov. Variance Favorable / (Unfavorable)	Variance %	2018 YTD Activity	2019 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Revenue								
4510 - SOLID WASTE ADMINISTRATION	-2,553.54	15,090.00	17,643.54	690.94%	0.00	15,090.00	15,090.00	0.00%
4520 - SOLID WASTE COLLECTION	173,131.51	181,000.93	7,869.42	4.55%	1,597,021.99	1,961,205.34	364,183.35	22.80%
4530 - SOLID WASTE DISPOSAL	144,018.49	348,572.06	204,553.57	142.03%	2,016,704.34	3,160,860.30	1,144,155.96	56.73%
4540 - RECYCLABLES COLLECTION	4,559.33	2,148.71	-2,410.62	-52.87%	31,098.63	27,842.47	-3,256.16	-10.47%
Revenue Total:	319,155.79	546,811.70	227,655.91	71.33%	3,644,824.96	5,164,998.11	1,520,173.15	41.71%
Expense								
4430 - WATER TREATMENT PLANT	0.00	235.06	-235.06	0.00%	0.00	235.06	-235.06	0.00%
4510 - SOLID WASTE ADMINISTRATION	32,123.37	38,443.78	-6,320.41	-19.68%	276,427.63	335,820.40	-59,392.77	-21.49%
4520 - SOLID WASTE COLLECTION	88,617.75	202,788.31	-114,170.56	-128.83%	685,468.96	1,010,246.02	-324,777.06	-47.38%
4530 - SOLID WASTE DISPOSAL	199,174.28	287,684.21	-88,509.93	-44.44%	1,981,649.57	2,563,310.77	-581,661.20	-29.35%
4540 - RECYCLABLES COLLECTION	6,672.03	3,487.53	3,184.50	47.73%	84,404.40	78,069.97	6,334.43	7.50%
4585 - YARD TRIMMINGS COLLECTION	19,063.88	30,214.91	-11,151.03	-58.49%	187,011.04	241,832.73	-54,821.69	-29.31%
9003 - SW - OTHER FINANCING USES	17,085.47	32,903.30	-15,817.83	-92.58%	223,208.04	319,994.90	-96,786.86	-43.36%
Expense Total:	362,736.78	595,757.10	-233,020.32	-64.24%	3,438,169.64	4,549,509.85	-1,111,340.21	-32.32%
Total Surplus (Deficit):	-43,580.99	-48,945.40	-5,364.41	-12.31%	206,655.32	615,488.26	408,832.94	197.83%



Monroe, GA

Budget Report

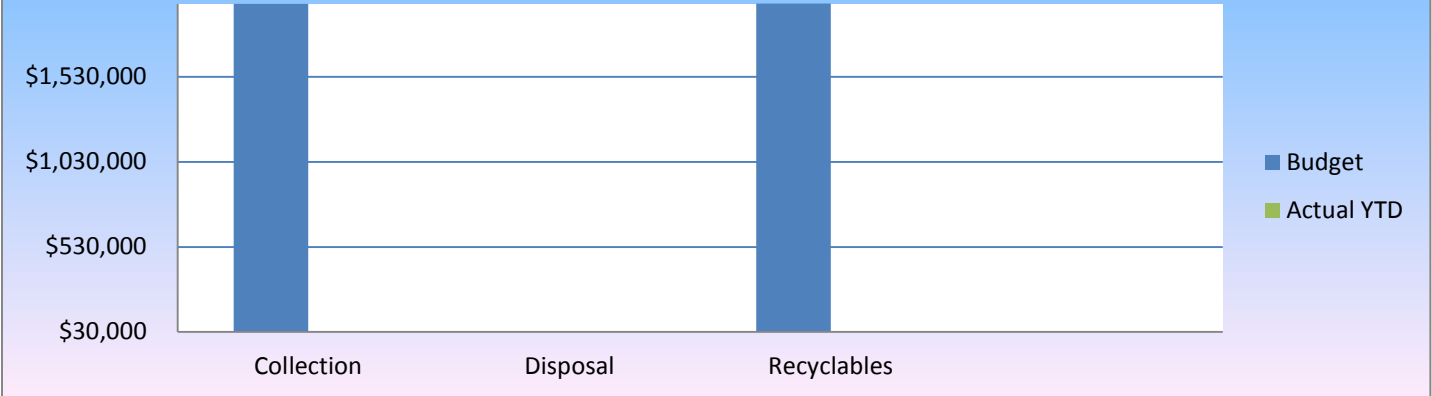
29

Group Summary

For Fiscal: 2019 Period Ending: 11/30/2019

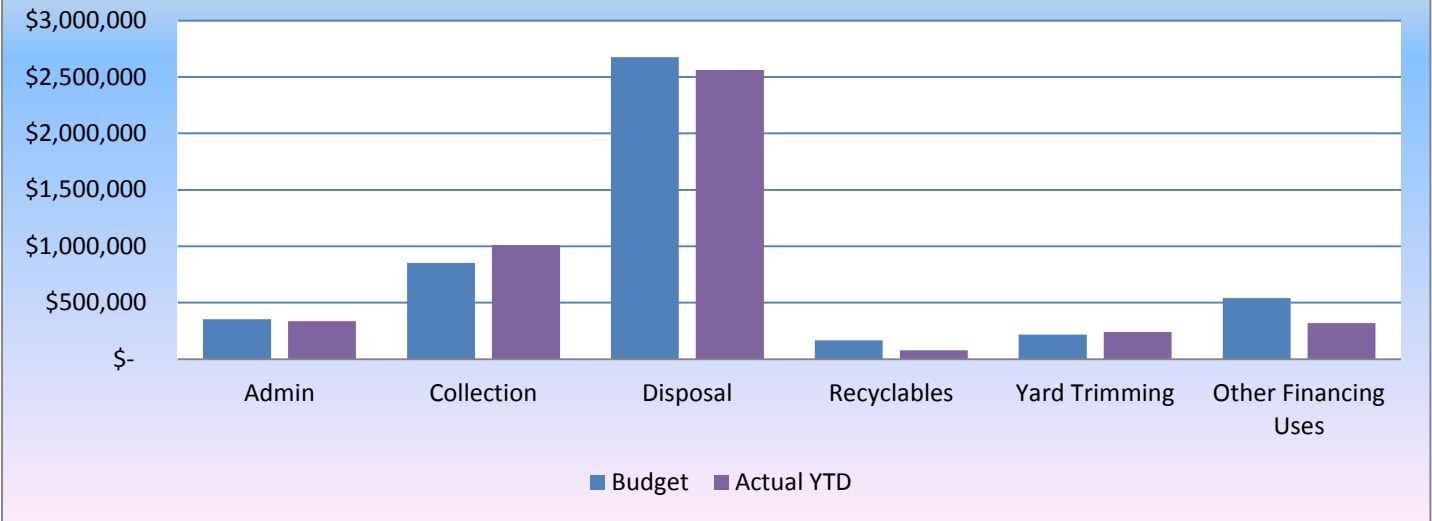
DEP...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Revenue						
4510 - SOLID WASTE ADMINISTRATION	0.00	0.00	15,090.00	15,090.00	15,090.00	0.00 %
4520 - SOLID WASTE COLLECTION	1,960,000.00	1,960,000.00	181,000.93	1,961,205.34	1,205.34	0.06 %
4530 - SOLID WASTE DISPOSAL	2,816,584.00	2,816,584.00	348,572.06	3,160,860.30	344,276.30	12.22 %
4540 - RECYCLABLES COLLECTION	32,000.00	32,000.00	2,148.71	27,842.47	-4,157.53	12.99 %
Revenue Total:	4,808,584.00	4,808,584.00	546,811.70	5,164,998.11	356,414.11	7.41 %
Expense						
4430 - WATER TREATMENT PLANT	0.00	0.00	235.06	235.06	-235.06	0.00 %
4510 - SOLID WASTE ADMINISTRATION	354,216.00	354,216.00	38,443.78	335,820.40	18,395.60	5.19 %
4520 - SOLID WASTE COLLECTION	852,942.32	852,942.32	202,788.31	1,010,246.02	-157,303.70	-18.44 %
4530 - SOLID WASTE DISPOSAL	2,676,119.72	2,676,119.72	287,684.21	2,563,310.77	112,808.95	4.22 %
4540 - RECYCLABLES COLLECTION	165,663.86	165,663.86	3,487.53	78,069.97	87,593.89	52.87 %
4585 - YARD TRIMMINGS COLLECTION	218,698.00	218,698.00	30,214.91	241,832.73	-23,134.73	-10.58 %
9003 - SW - OTHER FINANCING USES	540,944.24	540,944.24	32,903.30	319,994.90	220,949.34	40.85 %
Expense Total:	4,808,584.14	4,808,584.14	595,757.10	4,549,509.85	259,074.29	5.39 %
Report Surplus (Deficit):	-0.14	-0.14	-48,945.40	615,488.26	615,488.40	34,571.43 %

Solid Waste Revenue November YTD Budget Comparison



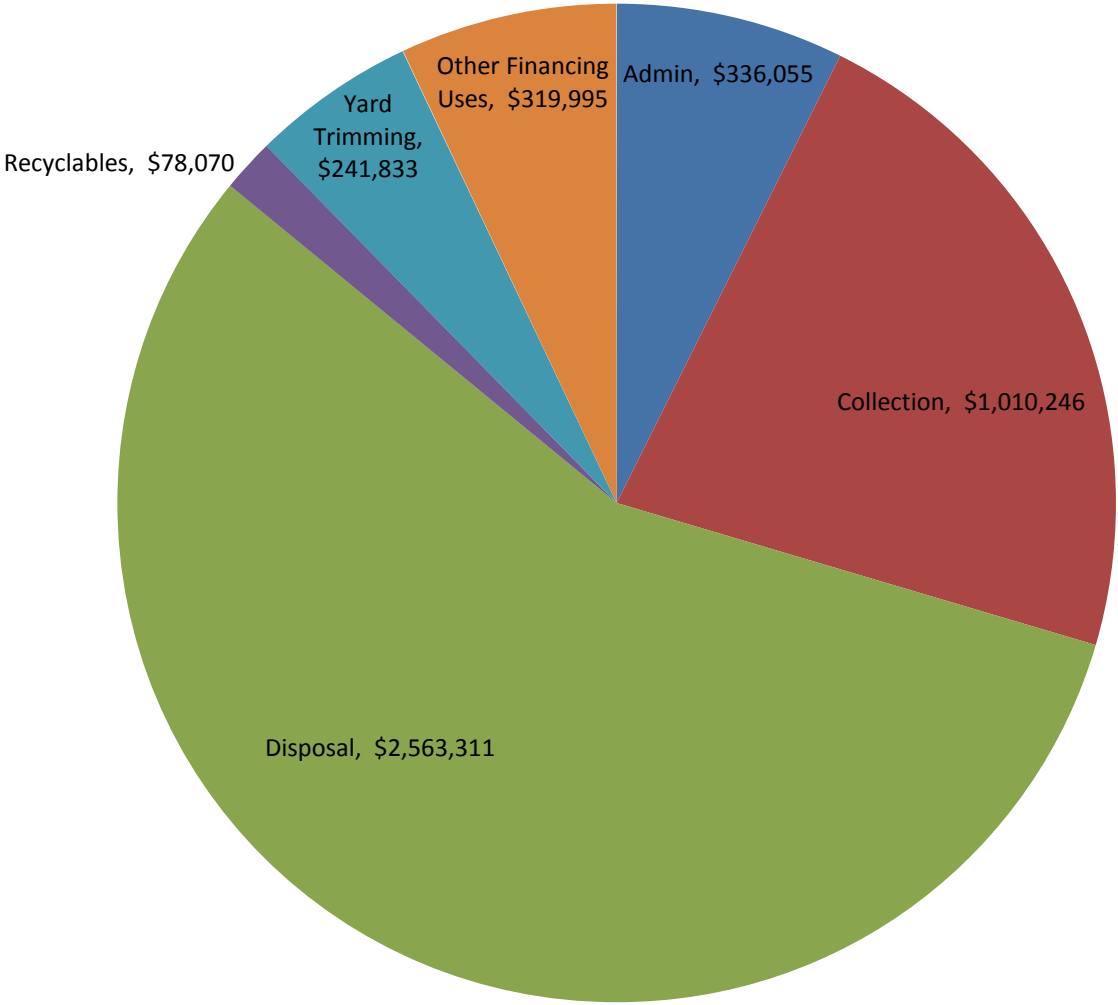
Solid Waste year-to-date revenues for the month totaled \$5,164,998 which is about 93% of total budgeted revenues of \$4,808,584

Solid Waste Expense November YTD Budget Comparison



Solid Waste year-to-date expenses for the month totaled \$4,549,510 which is about 95% of total budgeted expenses of \$4,808,584

Solid Waste Expenses November YTD 2019



Performance Indicators	Nov-19	Oct-19	Sep-19	Aug-19	Jul-19	Jun-19	May-19	Apr-19	Mar-19	Feb-19	Jan-19	Dec-18	Nov-18
Telephone Calls													
Admin Support													
Utilities - Incoming Calls	6,151	7,082	7,129	9,975	7,580	5,686	6,680	6,459	5,769	5,252	6,181	6,035	6,463
Utilities - Abandoned Calls	435	524	601	768	430	340	469	412	380	330	402	345	373
% of Abandoned Calls - Utility	7.07%	7.40%	8.43%	7.70%	5.67%	5.98%	7.02%	6.38%	6.59%	6.28%	6.50%	5.72%	5.77%
Utilities													
Electric Customers	6,473	6,505	6,490	6,454	6,348	6,350	6,370	6,375	6,671	6,366	6,449	6,290	6,307
Natural Gas Customers	3,911	3,897	3,871	3,847	3,802	3,780	3,793	3,813	3,964	3,806	3,842	3,760	3,773
Water Customers	9,704	9,710	9,687	9,629	9,483	9,483	9,484	9,470	9,776	9,385	9,397	9,239	9,244
Wastewater Customers	7,210	7,227	7,214	7,161	7,060	7,102	7,116	7,114	7,397	7,052	7,090	6,937	6,936
Cable TV Customers	3,157	3,203	3,235	3,247	3,227	3,279	3,303	3,380	3,635	3,527	3,568	3,498	3,516
Digital Cable Customers	202	203	208	206	201	198	206	207	210	211	219	209	220
Internet Customers	3,766	3,760	3,782	3,741	3,799	3,730	3,758	3,703	3,756	3,687	3,658	3,577	3,625
Residential Phone Customers	858	874	888	885	827	893	898	895	960	911	923	913	934
Commercial Phone Customers	279	283	285	288	434	432	427	426	432	436	434	430	437
Fiber Customers	100	99	93	94	92	111	110	64	62	62	62	62	62
Work Orders Generated													
Utilities													
Connects	369	372	481	330		640	761	709	699	749	742	578	606
Cutoff for Non-Payment	232	288	273	230		171	208	259	169	263	260	164	237
Electric Work Orders	219	125	82	84	97	76	67	103	42	34	40	22	28
Water Work Orders	210	271	150	65	130	207	168	421	207	53	95	58	138
Natural Gas Work Orders	36	61	91	70	79	109	66	120	57	91	85	50	56
Disconnects	434	272	320	339		542	660	677	663	677	697	515	567
Telecomm Work Orders	207	290	252	264	246	254	325	323	146	138	347	220	206
Billing/Collections													
Utilities													
Utility Revenue Billed	\$ 3,203,804	\$ 3,843,415	\$ 3,870,292	\$ 3,984,537	\$ 3,714,378	\$ 3,545,398	\$ 3,440,430	\$ 3,504,319	\$ 3,806,425	\$ 4,091,817	\$ 4,180,054	\$ 3,732,804	\$ 3,467,538
Utility Revenue Collected	\$ 2,971,539	\$ 3,662,411	\$ 3,674,557	\$ 4,535,649		\$ 3,318,240	\$ 3,662,759	\$ 3,467,528	\$ 4,070,163	\$ 3,845,701	\$ 4,209,148	\$ 3,187,118	\$ 3,642,706
# of Inactive Accounts Written Off						48	62	51	58	62	78	70	51
Amount Written Off for Bad Debt						\$ 30,444	\$ 39,654	\$ 26,610	\$ 30,880	\$ 33,037	\$ 41,131	\$ 37,217	\$ 26,591
Utility Bad Debt Collected						\$ 4,595	\$ 4,024	\$ 4,797	\$ 9,411	\$ 9,467	\$ 3,159	\$ 2,433	\$ 2,747
Extensions													
Utilities													
Extensions Requested	736	824				635	690	678	611	672	798	558	650
Extensions Pending	30	19				296	251	333	269	279	251	188	299
Extensions Defaulted	30	40				33	39	36	23	32	30	28	32
Extensions Paid per Agreement	676	765				557	733	578	598	608	705	641	619
Percentage of Extensions Paid	93%	95%	#DIV/0!	#DIV/0!	-	94%	95%	94%	96%	94%	96%	96%	95%
Taxes													
Admin Support													
Property Tax Transactions	-	1	1	-	2	-	-	-	-	3	-	-	-
Property Tax Collected	\$ -	\$ 8	\$ 1,560	\$ -	\$ 771	\$ -	\$ -	\$ -	\$ -	\$ 150	\$ -	\$ -	\$ -
Accounting													
Payroll & Benefits													
Payroll Checks issued	61	40	47	43	44	47	73	46	50	49	52	50	209
Direct Deposit Advices	958	590	589	607	663	610	901	606	600	581	575	585	664
General Ledger													
Accounts Payable Checks Issued	250	368	243	243	354	281	317	379	371	281	270	298	271
Accounts Payable Invoices Entered	317	468	327	371	466	426	568	479	495	481	466	452	446
Journal Entries Processed	110	111	98	98	123	123	141	136	200	249	239	238	115
Miscellaneous Receipts	391	435	306	364	341	282	388	339	248	378	448	356	358
Utility Deposit Refunds Processed	34	48	30	37	18	18	41	48	20	25	17	26	33
Local Option Sales Tax	\$ 2,121,026	\$ 198,312	\$ 187,995	\$ 198,507	\$ 190,459	\$ 193,221	\$ 202,825	\$ 181,595	\$ 174,734	\$ 182,090	\$ 219,613	\$ 181,526	\$ 192,250
Special Local Option Sales Tax - 2013											194,610	161,779	170,323

Performance Indicators	Nov-19	Oct-19	Sep-19	Aug-19	Jul-19	Jun-19	May-19	Apr-19	Mar-19	Feb-19	Jan-19	Dec-18	Nov-18
Special Local Option Sales Tax - 2019		176,351	167,143	177,725	168,785	172,164	180,699	1,075					
Personnel													
Payroll & Benefits													
Budgeted Positions	244	244	244	243	243	242	242	239	238	237	237	244	244
Filled Positions	236	236	236	232	229	232	236	232	228	226	227	226	228
Vacancies	8	8	8	11	14	10	6	7	10	11	10	18	16
Unfunded Positions	38	38	38	38	38	37	37	37	37	37	37	33	33
Clinic Appointment Capacity	205	285	210	242	236	224	229	215	156	144	144	126	144
Clinic Ancillary Visits	28	67	20	28	18	24	15	11	12	12	14	30	16
Clinic Utilization Percentage	69%	72%	62%	64%	57%	60%	55%	53%	65%	63%	92%	90%	76%
Clinic No Shows	9	21	16	9	7	14	8	8	7		24	12	10
Clinic Utilization2	104	118	95	117	110	96	103	95	82	79	94	72	83



To: Finance Committee
From: Logan Propes, City Administrator
Department: ALL
Date: 01/07/2020
Subject: GMEBS Restated Defined Benefit Retirement Plan Amendments and Updates

Budget Account/Project Name: N/A

Funding Source: N/A

Budget Allocation:

Budget Available:

Requested Expense: N/A

Company of Purchase: N/A

Description:

Approval is sought for ratification of the Adoption Agreement, General Addendum, and Service Credit Purchase Addendum for the Defined Benefit Retirement Plan from GMEBS.

Background:

On March 30, 2018, the IRS issued a favorable advisory letter for the restated Georgia Municipal Employees Benefit System Volume Submitter Defined Benefit Retirement Plan ("DB Plan" or "Plan"). The DB Plan, as approved, incorporates required federal law updates, as well as administrative updates adopted by the Board of Trustees of GMEBS over the last several years. The IRS requires that each Adopting Employer sign an updated DB Plan Adoption Agreement.

Attachment(s): GMEBS Memo, Summary Statement, Adoption Agreement, General Addendum, Service Credit Purchase.



December 12, 2019

RISK MANAGEMENT AND
EMPLOYEE BENEFIT SERVICES
BOARD OF TRUSTEES

MEMORANDUM VIA E-MAIL

(lpropes@monroega.gov)

Chairman
W. D. Palmer, III
Councilmember, Camilla

Vice Chairman
Rebecca L. Tydings
City Attorney, Centerville

Secretary-Treasurer
Larry H. Hanson
Executive Director

TO: Logan Propes
Pension Committee Secretary, City of Monroe

FROM: Gwin Hall
Senior Associate General Counsel

**SUBJECT: Action Required; Georgia Municipal Employees Benefit System ("GMEBS");
Restated Defined Benefit Retirement Plan**

Trustees:

Boyd Austin
Mayor, Dallas

Linda Blechinger
Mayor, Auburn

Ronald Feldner
City Manager, Garden City

Marcia Hampton
City Manager, Douglasville

Meg Kelsey
City Manager, LaGrange

Evie McNiece
Commissioner, Rome

Sam Norton
Mayor, Dahlonega

David Nunn
City Manager, Madison

James F. Palmer
Mayor, Calhoun

Kenneth L. Usry
Mayor, Thomson

Clemontine Washington
Mayor Pro Tem, Midway

Vince Williams
Mayor, Union City

The City of Monroe previously adopted the Georgia Municipal Employees Benefit System ("GMEBS") Defined Benefit Retirement Plan ("Plan"), which is comprised of the Master Plan document ("Master Plan"), Adoption Agreement and General Addendum. GMEBS recently restated the Plan and received a favorable determination letter from the Internal Revenue Service ("IRS"). An employer providing retirement benefits through the GMEBS Plan has the assurance that GMEBS is maintaining a qualified pension benefit program that allows employees to accrue benefits tax-free until retirement benefits are distributed to them.

To ensure continued tax-favored treatment for GMEBS member plans, the IRS requires that all GMEBS member employers adopt the restated Plan documents. Due to their collective size, we are sending a copy of the Master Plan and Amendment 1 via email only. We have enclosed a Summary of Key Amendments that have been made to the Plan since it was last approved by the IRS in 2010, as well as a draft restated Adoption Agreement and General Addendum reflecting the benefit design currently in place under your plan.

As you are aware, the service credit purchase provisions in the City's General Addendum do not fit squarely within the IRS-approved GMEBS General Addendum format. To avoid having to file the General Addendum with the IRS for a separate determination letter, we have incorporated the City's service credit provisions into the Service Credit Purchase Addendum, using the IRS-approved Service Credit Purchase Addendum template. Consequently, the City will not need to have the IRS separately approve its service credit purchase provisions. The draft Service Credit Purchase Addendum is substantially the same as the City's current language governing service credit purchases. However, to use the IRS-approved template, we had to allow an additional time period for participants to pay for their service credit, if for reasons beyond their control they cannot complete the payment within the initial 90-day period.

The draft Plan documents will take effect on their date of approval by the City. If the Plan documents are acceptable as drafted, please sign and date the Adoption Agreement, General Addendum, and Service Credit Purchase Addendum and return all executed documents **no later than February 15, 2020**, to the following address:

Ms. Gina Gresham
Legal Assistant
Georgia Municipal Association
P.O. Box 105377
Atlanta, Georgia 30348

Logan Propes
December 12, 2019
Page 2

We will return the fully executed documents to you for your files. **Please note that per O.C.G.A § 47-5-40, the Adoption Agreement has been drafted in the form of an ordinance and should be adopted and codified according to the requirements of your City's Charter and state law.** The City does not need to adopt the Master Plan.

Please contact Gina Gresham at 678-686-6258 or rgresham@gacities.com with any questions.

Encl.

C: Paul Rosenthal, City Attorney, City of Monroe (w/ encl.)
Michelle Warner, Director, Retirement Field Services and DC Program (w/o encl.)

**SUMMARY OF KEY AMENDMENTS
TO THE RESTATED
GEORGIA MUNICIPAL EMPLOYEES BENEFIT SYSTEM
DEFINED BENEFIT RETIREMENT PLAN**

I. GENERAL OVERVIEW

On March 30, 2018, the IRS issued a favorable advisory letter for the restated Georgia Municipal Employees Benefit System Volume Submitter Defined Benefit Retirement Plan ("DB Plan" or "Plan"). The DB Plan, as approved, incorporates required federal law updates, as well as administrative updates adopted by the Board of Trustees of GMEBS over the last several years. The IRS requires that each Adopting Employer sign an updated DB Plan Adoption Agreement (and Addendum, if applicable).

II. SUMMARY OF KEY CHANGES TO THE MASTER PLAN DOCUMENT

Because all federal law and substantive amendments to the DB Plan were previously adopted by the Board of Trustees, participating employers have already been apprised of the amendments. However, the following information is a reminder of certain key provisions that were added to the Plan or significantly amended since the Plan was last restated in 2010.

- ❖ **Final Average Earnings and Federal Law Compensation Limits** - Final Average Earnings is defined as a set number of consecutive months of service credit (not to exceed 60 months) in which the participant's earnings were the highest. To comply with federal law, monthly earnings in excess of 1/12 of the federal annual compensation for the year in which the monthly salary was earned will not be used to compute a participant's Final Average Earnings. The monthly limit for salary earned (including payouts for unused leave, if applicable) for 2018 is \$22,916.66. Unless the Plan says otherwise, Final Average Earnings excludes severance pay.
- ❖ **Mandatory Participation; Opt Out Through Written Agreement with Employer** - Unless an employer's Adoption Agreement says participation in the Plan is optional for one or more classes of eligible employees, all eligible employees must participate in the Plan. However, if, within 120 days of becoming employed or taking office, an eligible employee (or elected official, if elected officials are permitted to participate in an employer's Plan) enters into a written agreement or employment contract agreeing not to participate in the DB Plan, the employee will be ineligible to participate in the Plan. The employer must notify GMEBS if an otherwise eligible employee has entered into such an agreement. The employee may not become a participant in the employer's Plan in the future unless the employer amends its Adoption Agreement to specifically require participation by the employee.
- ❖ **Immediate Participation for all Eligible Employees** - Effective January 1, 2015, eligible employees become participants in the Plan on the date on which they become employed. If a plan is contributory, employee contributions must begin when an eligible employee begins work. A participant must still be

lee

SUMMARY OF KEY AMENDMENTS

employed with an employer for a minimum of one (1) year in order for his or her service to count for portability or actuarial reserve death benefit purposes.

- ❖ **Repayment of Withdrawn Employee Contributions; Interest and Timing** - If a participant who has terminated employment and withdrawn employee contributions returns to service with the employer, he or she may repay the employee contributions to restore forfeited service credit. The withdrawn funds must be repaid no later than six (6) months following reemployment, in a lump sum with interest, compounded annually from the date of withdrawal to the date of repayment.
- ❖ **No Employee Contributions While Receiving In-Service Distribution** - Participants in plans that require employee contributions and allow in-service distribution of benefits will not be required or allowed to make contributions under the plan while receiving an in-service distribution.
- ❖ **In-Service Distribution** - As a general rule, employees or elected officials may not draw retirement benefits while employed. If a plan allows in-service distribution, a participant must be at least age 62 to receive retirement benefits while employed. If a plan allows in-service distribution and has an alternative normal retirement provision with a minimum age of at least 50 specifically for public safety employees, public safety employees who are eligible for the alternative normal retirement may receive an in-service distribution even if they are younger than age 62. "In-service distribution" means a distribution of normal or alternative normal retirement benefits without a bona fide separation from service. A "bona fide separation from service" is a separation from service of at least six months with no expectation of returning to service. (For a few plans with grandfathered in-service distribution provisions, other minimum age limits may apply.)
- ❖ **Auto A Terminated Vested Death Benefits as Default** - The Auto A terminated vested death benefit applies to all vested participants who terminate employment on or after October 1, 2016, and who were not already covered by a terminated vested death benefit under the employer's GMEBS retirement plan.
- ❖ **Default Death Beneficiaries** - Effective July 1, 2015, if a participant who is eligible for pre-retirement death benefits dies before retirement and does not have a designated pre-retirement beneficiary, his or her surviving spouse, if any, will be considered the pre-retirement beneficiary. If there is no surviving spouse, the participant's pre-retirement death benefits will be paid in a lump sum to the participant's estate. With the exception of the payment of the actuarial reserve in-service death benefit to the estate (which already provided for payment of death benefits to the participant's estate in the absence of a designated pre-retirement beneficiary or surviving spouse), the amount of the pre-retirement death benefit payment to a participant's estate will be 50% of the actuarial equivalent of the participant's vested accrued benefit.
- ❖ **Application for Disability Benefits** – The rules for retroactive disability benefits depend on when the participant terminated employment due to disability. For a

SUMMARY OF KEY AMENDMENTS

participant who terminates due to disability on or after April 1, 2015, to receive both retroactive and prospective GMEBS disability benefits, the participant must apply for disability benefits with the Social Security Administration (“SSA”), or with the Pension Committee, as applicable, within one year of termination. Within six months of receipt of the SSA award letter, the participant must submit a GMEBS retirement application and the SSA disability award letter (or Pension Committee determination of disability, if applicable) to the Pension Committee Secretary. Participants who do not meet these timing requirements but are otherwise eligible for disability benefits under the Plan can receive prospective benefits following submission of a retirement application and SSA disability award letter to GMEBS.

For a participant who terminated due to disability on or after July 1, 2011, but before April 1, 2015, to receive both retroactive and prospective disability benefits, the participant must have both submitted a GMEBS retirement application to the Pension Committee Secretary and applied for disability benefits with the SSA (or with the Pension Committee, as applicable) within one year of termination, and submitted the SSA disability award letter (or Pension Committee determination of disability, if applicable) to GMEBS within six months of receiving it. Participants who failed to meet these timing requirements but were otherwise eligible for disability benefits under the Plan could receive prospective benefits after submitting a GMEBS retirement application and SSA disability award letter to GMEBS.

- ❖ **Employer Indemnification of GMEBS; GMEBS Reliance on Information Provided by Employer and Participant; Payment of Benefits Conditioned on Receipt of Information** - By participating in the Plan, employers agree to indemnify and hold GMEBS harmless for any failure to pay benefits, any delay in paying benefits, or any other errors in processing benefits due to the employer’s failure to perform its obligations under the Plan or provide accurate data to GMEBS. The Plan states that GMEBS is entitled to rely on information provided to it by employers, participants and beneficiaries. Payment of benefits under the Plan is conditioned on each payee providing GMEBS accurate information.
- ❖ **Correction of Overpayments to Deceased Individual** - If a participant or beneficiary dies and GMEBS makes excess payments due to not knowing the payee has died, GMEBS will make reasonable efforts (not including litigation or collections processes) to recover the overpayment for a period of 60 days. If, after 60 days following notice of the participant’s or beneficiary’s death, GMEBS has not been able to recover the overpayment, the loss associated with overpayment will be charged against employer’s trust fund. The employer will be required to make a separate payment to the trust fund to make up for the loss. The employer may continue to try to recover the overpayment.
- ❖ **Correction of Underpayments to Deceased Individual** - With respect to underpayments corrected on or after January 1, 2017, if the corrective payment is owed to a deceased party, the corrective payment will be paid to the deceased party’s surviving spouse. If there is no surviving spouse, the benefit will be paid to the deceased party’s estate.

GEORGIA MUNICIPAL EMPLOYEES
BENEFIT SYSTEM

DEFINED BENEFIT RETIREMENT PLAN

AN ORDINANCE
and
ADOPTION AGREEMENT
for
City of Monroe

Form Volume Submitter Adoption Agreement
Amended and Restated as of January 1, 2013
(With Amendments Taking Effect on or Before January 1, 2017)

TABLE OF CONTENTS

	<u>PAGE</u>
I. AN ORDINANCE.....	1
II. GMEBS DEFINED BENEFIT RETIREMENT PLAN	
ADOPTION AGREEMENT	2
1. ADMINISTRATOR	2
2. ADOPTING EMPLOYER.....	2
3. GOVERNING AUTHORITY	2
4. PLAN REPRESENTATIVE.....	2
5. PENSION COMMITTEE.....	3
6. TYPE OF ADOPTION	3
7. EFFECTIVE DATE.....	3
8. PLAN YEAR	5
9. CLASSES OF ELIGIBLE EMPLOYEES.....	5
A. Eligible Regular Employees	5
B. Elected or Appointed Members of the Governing Authority	5
10. ELIGIBILITY CONDITIONS.....	6
A. Hours Per Week (Regular Employees).....	6
B. Months Per Year (Regular Employees).....	7
11. WAITING PERIOD.....	7
12. ESTABLISHING PARTICIPATION IN THE PLAN	7
13. CREDITED SERVICE	8
A. Credited Past Service with Adopting Employer	8
B. Prior Military Service	9
C. Prior Governmental Service.....	11
D. Leave Conversion for Unused Paid Time Off (e.g., Sick, Vacation, or Personal Leave).....	13
14. RETIREMENT ELIGIBILITY.....	14
A. Early Retirement Qualifications	14
B. Normal Retirement Qualifications	15
C. Alternative Normal Retirement Qualifications	17
D. Disability Benefit Qualifications	21
15. RETIREMENT BENEFIT COMPUTATION.....	21
A. Maximum Total Credited Service.....	21
B. Monthly Normal Retirement Benefit Amount.....	22
C. Monthly Early Retirement Benefit Amount	24
D. Monthly Late Retirement Benefit Amount (check one):	25
E. Monthly Disability Benefit Amount	26
F. Minimum/Maximum Benefit For Elected Officials	26
16. SUSPENSION OF BENEFITS FOLLOWING BONA FIDE SEPARATION OF SERVICE; COLA.....	27

- A. Re-Employment as Eligible Employee After Normal, Alternative Normal, or Early Retirement and Following Bona Fide Separation of Service (see Master Plan Section 6.06(c) Regarding Re-Employment as an Ineligible Employee and Master Plan Section 6.06(e) and (f) Regarding Re-Employment After Disability Retirement)27
- B. Cost Of Living Adjustment.....28
- 17. TERMINATION OF EMPLOYMENT BEFORE RETIREMENT; VESTING29
 - A. Eligible Regular Employees29
 - B. Elected or Appointed Members of the Governing Authority30
- 18. PRE-RETIREMENT DEATH BENEFITS30
 - A. In-Service Death Benefit.....30
 - B. Terminated Vested Death Benefit.....32
- 19. EMPLOYEE CONTRIBUTIONS32
- 20. MODIFICATION OF THE TERMS OF THE ADOPTION AGREEMENT33
- 21. TERMINATION OF THE ADOPTION AGREEMENT34
- 22. EMPLOYER ADOPTION AND AUTHORIZATION FOR AMENDMENTS34

I. AN ORDINANCE

An Ordinance to amend and restate the Retirement Plan for the Employees of the City of Monroe, Georgia in accordance with and subject to the terms and conditions set forth in the attached Adoption Agreement, any Addendum to the Adoption Agreement, the Georgia Municipal Employees Benefit System (GMEBS) Master Plan Document, and the GMEBS Trust Agreement. When accepted by the authorized officers of the City and GMEBS, the foregoing shall constitute a Contract between the City and GMEBS, all as authorized and provided by O.C.G.A. § 47-5-1 et seq.

BE IT ORDAINED by the Mayor and Council of the City of Monroe, Georgia, and it is hereby ordained by the authority thereof:

Section 1. The Retirement Plan for the Employees of the City of Monroe, Georgia is hereby amended and restated as set forth in and subject to the terms and conditions stated in the following Adoption Agreement, any Addendum to the Adoption Agreement, the Georgia Municipal Employees Benefit System (GMEBS) Master Plan Document, and the GMEBS Trust Agreement.

Ordinance continued on page 37

II. GMEBS DEFINED BENEFIT RETIREMENT PLAN **ADOPTION AGREEMENT**

1. ADMINISTRATOR

Georgia Municipal Employees Benefit System
201 Pryor Street, SW
Atlanta, Georgia 30303
Telephone: 404-688-0472
Facsimile: 404-577-6663

2. ADOPTING EMPLOYER

Name: City of Monroe, Georgia

3. GOVERNING AUTHORITY

Name: Mayor and Council of the City of Monroe
Address: P.O. Box 1249, Monroe, GA 30655-1249
Phone: (770) 267-7536
Facsimile: (770) 267-2319

4. PLAN REPRESENTATIVE

[To represent Governing Authority in all communications with GMEBS and Employees]
(See Section 2.49 of Master Plan)

Name: City Administrator
Address: P.O. Box 1249, Monroe, GA 30655-1249
Phone: (770) 267-7536
Facsimile: (770) 267-2319

5. PENSION COMMITTEE

[Please designate members by position. If not, members of Pension Committee shall be determined in accordance with Article XIV of Master Plan]

Position: Mayor
 Position: City Finance Committee Chairman
 Position: City Administrator
 Position: City Finance Director
 Position: City HR/Payroll Supervisor

Pension Committee Secretary: City Administrator
 Address: P.O. Box 1249, Monroe, GA 30655-1249
 Phone: (770) 267-7536
 Facsimile: (770) 267-2319

6. TYPE OF ADOPTION

This Adoption Agreement is for the following purpose (check one):

- This is a new defined benefit plan adopted by the Adopting Employer for its Employees. This plan does not replace or restate an existing defined benefit plan.
- This is an amendment and restatement of the Adopting Employer's preexisting non-GMEBS defined benefit plan.
- This is an amendment and restatement of the Adoption Agreement previously adopted by the Employer, as follows (check one or more as applicable):
 - To update the Plan to comply with PPA, HEART, WRERA, and other applicable federal laws and guidance.
 - To make the following amendments to the Adoption Agreement (must specify below revisions made in this Adoption Agreement; all provisions must be completed in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)): _____.

7. EFFECTIVE DATE

NOTE: This Adoption Agreement and any Addendum, with the accompanying Master Plan Document, is designed to comply with Internal Revenue Code Section 401(a), as applicable to a governmental qualified defined benefit plan, and is part of the GMEBS Defined Benefit Retirement Plan. Plan provisions designed to comply with certain provisions of the Pension Protection Act of 2006 ("PPA"); the Heroes Earnings Assistance and Relief Tax Act of 2008 ("HEART"); and the Worker, Retiree, and Employer Recovery Act of 2008 ("WRERA"); and Plan provisions designed to comply with certain provisions of additional changes in federal law

and guidance from the Internal Revenue Service under Internal Revenue Service Notice 2012-76 (the 2012 Cumulative List) are effective as of the applicable effective dates set forth in the Adoption Agreement and Master Plan Document. By adopting this Adoption Agreement, with its accompanying Master Plan Document, the Adopting Employer is adopting a plan document intended to comply with Internal Revenue Code Section 401(a), as updated by PPA, HEART, WRERA, and the 2012 Cumulative List with the applicable effective dates.

- (1) Complete this item (1) only if this is a new defined benefit plan which does not replace or restate an existing defined benefit plan.

The effective date of this Plan is _____.

(insert effective date of this Adoption Agreement not earlier than January 1, 2013).

- (2) Complete this item (2) only if this Plan is being adopted to replace a non-GMEBS defined benefit plan.

Except as otherwise specifically provided in the Master Document or in this Adoption Agreement, the effective date of this restatement shall be the _____ (insert effective date of this Adoption Agreement not earlier than January 1, 2013). This Plan is intended to replace and serve as an amendment and restatement of the Employer's preexisting plan, which became effective on _____ (insert original effective date of preexisting plan).

- (3) Complete this item (3) only if this is an amendment and complete restatement of the Adopting Employer's existing GMEBS defined benefit plan.

Except as otherwise specifically provided in the Master Document or in this Adoption Agreement, the effective date of this restatement shall be date of its approval by the Governing Authority (insert effective date of this Adoption Agreement not earlier than January 1, 2013).

This Plan is adopted as an amendment and restatement of the Employer's preexisting GMEBS Adoption Agreement, which became effective on March 13, 2012 (insert effective date of most recent Adoption Agreement preceding this Adoption Agreement).

The Employer's first Adoption Agreement became effective September 1, 2003 (insert effective date of Employer's first GMEBS Adoption Agreement). The Employer's GMEBS Plan was originally effective August 1, 1973 (insert effective date of Employer's original GMEBS Plan). (If the Employer's Plan was originally a non-GMEBS Plan, then the Employer's non-GMEBS Plan was originally effective _____ (if applicable, insert effective date of Employer's original non-GMEBS Plan).)

8. PLAN YEAR

Plan Year means (check one):

- Calendar Year
- Employer Fiscal Year commencing _____.
- Other (must specify month and day commencing): August 1.

9. CLASSES OF ELIGIBLE EMPLOYEES

Only Employees of the Adopting Employer who meet the Master Plan's definition of "Employee" may be covered under the Adoption Agreement. Eligible Employees shall not include non-governmental employees, independent contractors, leased employees, nonresident aliens, or any other ineligible individuals, and this Section 9 must not be completed in a manner that violates the "exclusive benefit rule" of Internal Revenue Code Section 401(a)(2).

A. Eligible Regular Employees

Regular Employees include Employees, other than elected or appointed members of the Governing Authority or Municipal Legal Officers, who are regularly employed in the services of the Adopting Employer. Subject to the other conditions of the Master Plan and the Adoption Agreement, the following Regular Employees are eligible to participate in the Plan (check one):

- ALL** - All Regular Employees, provided they satisfy the minimum hour and other requirements specified under "Eligibility Conditions" below.
- ALL REGULAR EMPLOYEES EXCEPT** for the following employees (must specify; specific positions are permissible; specific individuals may not be named):
- _____.

B. Elected or Appointed Members of the Governing Authority

An Adopting Employer may elect to permit participation in the Plan by elected or appointed members of the Governing Authority and/or Municipal Legal Officers, provided they otherwise meet the Master Plan's definition of "Employee" and provided they satisfy any other requirements specified by the Adopting Employer. Municipal Legal Officers to be covered must be specifically identified by position. Subject to the above conditions, the Employer hereby elects the following treatment for elected and appointed officials:

(1) Elected or Appointed Members of the Governing Authority (check one):

- ARE NOT** eligible to participate in the Plan.
- ARE** eligible to participate in the Plan.

Please specify any limitations on eligibility to participate here (e.g., service on or after certain date, or special waiting period provision): Each elected or appointed member of the Governing Authority who holds office on November 1, 2004 shall be qualified to participate in the Plan on such date. Each other elected or appointed member of the Governing

Authority who holds office after November 1, 2004 shall be qualified to participate in the Plan on the first day of the month immediately following or coinciding with the first date after November 1, 2004 that he occupies any elective office of the Governing Authority. (Participation became mandatory effective September 1, 2003. See Section 12 of this Adoption Agreement concerning mandatory participation in the Plan.) In accordance with Section 4.03(b) of the Master Plan, an elected or appointed member of the Governing Authority who initially takes office or returns to office on or after January 1, 2015, shall be qualified to participate in the Plan on the date he or she initially takes such office or returns to office.

(2) **Municipal Legal Officers (check one):**

- ARE NOT eligible to participate in the Plan.
- ARE eligible to participate in the Plan. The term "Municipal Legal Officer" shall include only the following positions (must specify - specific positions are permissible; specific individuals may not be named): _____.

Please specify any limitations on eligibility to participate here (e.g., service on or after certain date) (must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)): _____.

10. ELIGIBILITY CONDITIONS

A. **Hours Per Week (Regular Employees)**

The Adopting Employer may specify a minimum number of work hours per week which are required to be scheduled by Regular Employees in order for them to become and remain "Eligible Regular Employees" under the Plan. **It is the responsibility of the Adopting Employer to determine whether these requirements are and continue to be satisfied.** The Employer hereby elects the following minimum hour requirement for Regular Employees:

- No minimum
- 20 hours/week (regularly scheduled)
- 30 hours/week (regularly scheduled)
- Other: _____ (must not exceed 40 hours/week regularly scheduled)

Exceptions: If a different minimum hour requirement applies to a particular class or classes of Regular Employees, please specify below the classes to whom the different requirement applies and indicate the minimum hour requirement applicable to them.

Class(es) of Regular Employees to whom exception applies (must specify - specific positions are permissible; specific individuals may not be named): _____.

Minimum hour requirement applicable to excepted Regular Employees:

- No minimum
- 20 hours/week (regularly scheduled)

- 30 hours/week (regularly scheduled)
 Other: _____ (must not exceed 40 hours/week regularly scheduled)

B. Months Per Year (Regular Employees)

The Adopting Employer may specify a minimum number of work months per year which are required to be scheduled by Regular Employees in order for them to become and remain "Eligible Employees" under the Plan. **It is the responsibility of the Adopting Employer to determine whether these requirements are and continue to be satisfied.** The Employer hereby elects the following minimum requirement for Regular Employees:

- No minimum
 At least 6 months per year (regularly scheduled)

Exceptions: If different months per year requirements apply to a particular class or classes of Regular Employees, the Employer must specify below the classes to whom the different requirements apply and indicate below the requirements applicable to them.

Regular Employees to whom exception applies (must specify - specific positions are permissible; specific individuals may not be named): _____.

The months to year requirement for excepted class(es) are:

- No minimum
 At least _____ months per year (regularly scheduled)

11. WAITING PERIOD

Except as otherwise provided in Section 4.02(b) of the Master Plan, Eligible Regular Employees shall not have a waiting period before participating in the Plan. Likewise, elected or appointed members of the Governing Authority and Municipal Legal Officers, if eligible to participate in the Plan, shall not have a waiting period before participating in the Plan.

12. ESTABLISHING PARTICIPATION IN THE PLAN

Participation in the Plan is considered mandatory for all Eligible Employees who satisfy the eligibility conditions specified in the Adoption Agreement, except as provided in Section 4.03(e) of the Master Plan. However, the Employer may specify below that participation is optional for certain classes of Eligible Employees, including Regular Employees, elected or appointed members of the Governing Authority, Municipal Legal Officers, City Managers, and/or Department Heads. If participation is optional for an Eligible Employee, then in order to become a Participant, he must make a written election to participate within 120 days after employment, election or appointment to office, or if later, the date he first becomes eligible to participate in the Plan. The election is irrevocable, and the failure to make the election within the 120 day time limit shall be deemed an irrevocable election not to participate in the Plan.

Classes for whom participation is optional (check one):

- None (Participation is mandatory for all Eligible Employees except as provided in Section 4.03(e) of the Master Plan).
- Participation is optional for the following Eligible Employees (must specify - specific positions are permissible; specific individuals may not be named; all positions or classes specified must be Eligible Employees): _____.

13. CREDITED SERVICE

In addition to Current Credited Service the Adopting Employer may include as Credited Service the following types of service:

A. Credited Past Service with Adopting Employer

Credited Past Service means the number of years and complete months of Service with the Adopting Employer prior to the date an Eligible Employee becomes a Participant which are treated as credited service under the Plan.

(1) Eligible Employees Employed on Original Effective Date of GMEBS Plan.

With respect to Eligible Employees who are employed by the Adopting Employer on the original Effective Date of the Employer's GMEBS Plan, Service with the Adopting Employer prior to the date the Eligible Employee becomes a Participant (including any Service prior to the Effective Date of the Plan) shall be treated as follows (check one):

- All Service prior to the date the Eligible Employee becomes a Participant shall be credited (as Credited Past Service).
- All Service prior to the date the Eligible Employee becomes a Participant shall be credited (as Credited Past Service), except for Service rendered prior to _____ (insert date).
- All Service prior to the date the Eligible Employee becomes a Participant shall be credited (as Credited Past Service), except as follows (must specify other limitation in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)): _____.
- No Service prior to the date the Eligible Employee becomes a Participant shall be credited (as Credited Past Service).

(2) Previously Employed, Returning to Service after Original Effective Date. If an Eligible Employee is not employed on the original Effective Date of the Employer's GMEBS Plan, but he returns to Service with the Adopting Employer sometime after the Effective Date, his Service prior to the date he becomes a Participant (including any Service prior the Effective Date) shall be treated as follows (check one):

- All Service prior to the date the Eligible Employee becomes a Participant shall be credited (as Credited Past Service), subject to any limitations imposed above with respect to Eligible Employees employed on the Effective Date.

- All Service prior to the date the Eligible Employee becomes a Participant shall be credited (as Credited Past Service), provided that after his return to employment, the Eligible Employee performs Service equal to the period of the break in Service or one (1) year, whichever is less. Any limitations imposed above with respect to Eligible Employees employed on the Effective Date shall also apply.
- No Service prior to the date the Eligible Employee becomes a Participant shall be credited (as Credited Past Service).

Other limitation(s) on Recognition of Credited Past Service (must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i): In addition to the above limitations, and notwithstanding any other provision to the contrary, Credited Past Service shall not include any tenure of office as an elected or appointed member of the Governing Authority prior to November 1, 2004, unless the Participant was serving as an elected or appointed member of the Governing Authority or Eligible Regular Employee on November 1, 2004.

(3) **Eligible Employees Initially Employed After Effective Date.** If an Eligible Employee's initial employment date is after the original Effective Date of the Employer's GMEBS Plan, his Credited Past Service shall include only the number of years and complete months of Service from his initial employment date to the date he becomes a Participant in the Plan.

(4) **Newly Eligible Classes of Employees.** If a previously ineligible class of Employees becomes eligible to participate in the Plan, the Employer must specify in an addendum to this Adoption Agreement whether and to what extent said Employees' prior service with the Employer shall be treated as Credited Past Service under the Plan.

B. Prior Military Service

Note: This Section does not concern military service required to be credited under USERRA – See Section 3.02 of the Master Plan for rules on the crediting of USERRA Military Service.

(1) Credit for Prior Military Service.

The Adopting Employer may elect to treat military service rendered prior to a Participant's initial employment date or reemployment date as Credited Service under the Plan. Unless otherwise specified by the Employer under "Other Conditions" below, the term "Military Service" shall be as defined in the Master Plan. Except as otherwise required by federal or state law or under "Other Conditions" below, Military Service shall not include service which is credited under any other local, state, or federal retirement or pension plan.

Military Service credited under this Section shall not include any service which is otherwise required to be credited under the Plan by federal or state law. Prior Military Service shall be treated as follows (check one):

- Prior Military Service is **not** creditable under the Plan (if checked, skip to Section 13.C. – Prior Governmental Service).
- Prior Military Service shall be counted as Credited Service for the following purposes (check one or more as applicable):
- Computing amount of benefits payable.
 - Meeting minimum service requirements for vesting.
 - Meeting minimum service requirements for benefit eligibility.

(2) Maximum Credit for Prior Military Service.

Credit for Prior Military Service shall be limited to a maximum of _____ years (insert number).

(3) Rate of Accrual for Prior Military Service.

Credit for Prior Military Service shall accrue at the following rate (check one):

- One month of military service credit for every _____ month(s) (insert number) of Credited Service with the Adopting Employer.
- One year of military service credit for every _____ year(s) (insert number) of Credited Service with the Adopting Employer.
- All military service shall be creditable (subject to any caps imposed above) after the Participant has completed _____ years (insert number) of Credited Service with the Employer.
- Other requirement (must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i): Military Service shall be creditable upon full payment by the Participant for such service, subject to the conditions listed below.

(4) Payment for Prior Military Service Credit(check one):

- Participants shall **not** be required to pay for military service credit.
- Participants shall be required to pay for military service credit as follows:
 - The Participant must pay **100%** of the actuarial cost of the service credit (as defined below).
 - The Participant must pay an amount equal to (must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i): _____).

Other Conditions for Award of Prior Military Service Credit (must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2)

and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i): For purposes of this provision, the definition of "Military Service" contained in Section 2.42 of the Master Plan shall control, except that the second sentence of said definition shall not apply. In order to receive Military Service credit hereunder, the Participant must submit to the Pension Committee Secretary a copy of the Participant's DD-214 (military separation papers), reflecting the Participant's prior Military Service. See Service Credit Purchase Addendum for additional conditions.

(5) **Limitations on Service Credit Purchases.** Unless otherwise specified in an Addendum to the Adoption Agreement, for purposes of this Section and Section 13.C. concerning prior governmental service credit, the term "actuarial cost of service credit" is defined as set forth in the Service Credit Purchase Addendum. In the case of a service credit purchase, the Participant shall be required to comply with any rules and regulations established by the GMEBS Board of Trustees concerning said purchases.

C. Prior Governmental Service

Note: A Participant's prior service with other GMEBS employers shall be credited for purposes of satisfying the minimum service requirements for Vesting and eligibility for Retirement and pre-retirement death benefits as provided under Section 9.05 of the Master Plan, relating to portability service. This Section 13(C) does not need to be completed in order for Participants to receive this portability service credit pursuant to Section 9.05 of the Master Plan.

(1) Credit for Prior Governmental Service.

The Adopting Employer may elect to treat governmental service rendered prior to a Participant's initial employment date or reemployment date as creditable service under the Plan. Subject to any limitations imposed by law, the term "prior governmental service" shall be as defined by the Adopting Employer below. The Employer elects to treat prior governmental service as follows (check one):

- Prior governmental service is not creditable under the Plan (if checked, skip to Section 13.D. – Unused Sick/Vacation Leave).
- Prior governmental service shall be counted as Credited Service for the following purposes under the Plan (check one or more as applicable):
 - Computing amount of benefits payable.
 - Meeting minimum service requirements for vesting.
 - Meeting minimum service requirements for benefit eligibility.

(2) Definition of Prior Governmental Service.

Prior governmental service shall be defined as follows: (must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i): **Prior Service performed as a full-time employee (employed at least 30 hours per week) of a municipal corporation (other than the City of Monroe), county, consolidated city-county government,**

the State of Georgia or any other state, or the federal government. However, service creditable under this provision shall not include military service or service for any school system, school district, or school board. If there is a question about whether a Participant's prior service is within the above definition of prior governmental service, the City Attorney shall have sole discretionary authority to determine whether such service is within said definition, and such determination shall be final and binding.

Part-time service (less than 30 hours per week) performed as an employee of the City of Monroe prior to the date that the Participant became a Participant in this Plan shall also be creditable as prior governmental service hereunder. For purposes of this provision, each year of part-time service shall count as one half-year of credited service, and each month of part-time service shall count as one half-month of credited service. Partial months shall not be creditable.

Unless otherwise specified above, prior governmental service shall include only full-time service (minimum hour requirement same as that applicable to Eligible Regular Employees).

(3) Maximum Credit for Prior Governmental Service.

Credit for prior governmental service shall be limited to a maximum of _____ years (insert number).

(4) Rate of Accrual for Prior Governmental Service Credit.

Credit for prior governmental service shall accrue at the following rate (check one):

- One month of prior governmental service credit for every _____ month(s) (insert number) of Credited Service with the Adopting Employer.
- One year of prior governmental service credit for every _____ year(s) (insert number) of Credited Service with the Adopting Employer.
- All prior governmental service shall be creditable (subject to any caps imposed above) after the Participant has completed _____ years (insert number) of Credited Service with the Adopting Employer.
- Other requirement (must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i):
Prior governmental service shall be creditable upon full payment by the Participant for such service, subject to the conditions listed in the Service Credit Purchase Addendum.

(5) Payment for Prior Governmental Service Credit.

- Participants shall not be required to pay for governmental service credit.
- Participants shall be required to pay for governmental service credit as follows:

- The Participant must pay **100%** of the actuarial cost of the service credit.
- The Participant must pay an amount equal to **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)):** _____.

Other Conditions for Award of Prior Governmental Service Credit **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)):** _____.

D. Leave Conversion for Unused Paid Time Off (e.g., Sick, Vacation, or Personal Leave)

(1) Credit for Unused Paid Time Off.

Subject to the limitations in Section 3.01 of the Master Plan, an Adopting Employer may elect to treat accumulated days of unused paid time off for a terminated Participant, for which the Participant is not paid, as Credited Service. The only type of leave permitted to be credited under this provision is leave from a paid time off plan which qualifies as a bona fide sick and vacation leave plan (which may include sick, vacation or personal leave) and which the Participant may take as paid leave without regard to whether the leave is due to illness or incapacity. The Credited Service resulting from the conversion of unused paid time off must not be the only Credited Service applied toward the accrual of a normal retirement benefit under the Plan. The Pension Committee shall be responsible to certify to GMEBS the total amount of unused paid time off that is creditable hereunder.

Important Note: Leave cannot be converted to Credited Service in lieu of receiving a cash payment. If the Employer elects treating unused paid time off as Credited Service, the conversion to Credited Service will be automatic, and the Participant cannot request a cash payment for the unused paid time off.

The Employer elects the following treatment of unused paid time off:

- Unused paid time off shall **not** be treated as Credited Service **(if checked, skip to Section 14 – Retirement Eligibility).**
- The following types of unused paid time off for which the Participant is not paid shall be treated as Credited Service under the Plan **(check one or more as applicable):**
 - Unused sick leave
 - Unused vacation leave
 - Unused personal leave
 - Other paid time off **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)):** _____.

(2) Minimum Service Requirement.

In order to receive credit for unused paid time off, a Participant must meet the following requirement at termination (**check one**):

- The Participant must be 100% vested in a normal retirement benefit.
- The Participant must have at least _____ years (**insert number**) of Total Credited Service (not including leave otherwise creditable under this Section).
- Other (**must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)**): _____.

(3) Use of Unused Paid Time Off Credit. Unused paid time off for which the Participant is not paid shall count as Credited Service for the following purposes under the Plan (**check one or more as applicable**):

- Computing amount of benefits payable.
- Meeting minimum service requirements for vesting.
- Meeting minimum service requirements for benefit eligibility.

(4) Maximum Credit for Unused Paid Time Off.

Credit for unused paid time off for which the Participant is not paid shall be limited to a maximum of ____ months (**insert number**).

(5) Computation of Unused Paid Time Off.

Unless otherwise specified by the Adopting Employer under "Other Conditions" below, each twenty (20) days of creditable unused paid time off shall constitute one (1) complete month of Credited Service under the Plan. Partial months shall not be credited.

(6) Other Conditions (please specify, subject to limitations in Section 3.01 of Master Plan; must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)): _____.

14. RETIREMENT ELIGIBILITY

A. Early Retirement Qualifications

Early retirement qualifications are (**check one or more as applicable**):

- Attainment of age 55 (**insert number**)
- Completion of 10 years (**insert number**) of Total Credited Service

Exceptions: If different early retirement eligibility requirements apply to a particular class or classes of Eligible Employees, the Employer must specify below the classes to whom the different requirements apply and indicate below the requirements applicable to them.

Eligible Employees to whom exception applies (must specify - specific positions are permissible; specific individuals may not be named): _____.

Early retirement qualifications for excepted class(es) are (check one or more as applicable):

- Attainment of age _____ (insert number)
- Completion of _____ years (insert number) of Total Credited Service

B. Normal Retirement Qualifications

Note: Please complete this Section and also list "Alternative" Normal Retirement Qualifications, if any, in Section 14.C.

(1) Regular Employees

Normal retirement qualifications for Regular Employees are (check one or more as applicable):

- Attainment of age 65 (insert number)
- Completion of 5 years (insert number) of Total Credited Service
- In-Service Distribution to Eligible Employees permitted (i.e., a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if Participant meets minimum age and service requirements specified immediately above and is at least age 62 (unless a lower safe-harbor age is permitted under applicable federal law), subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to (check one): all Participants only the following class(es) of Participants (must specify - specific positions are permissible; specific individuals may not be named): _____.

Exceptions: If different normal retirement qualifications apply to a particular class or classes of Regular Employees, the Employer must specify below the classes to whom the different requirements apply and indicate below the requirements applicable to them.

Class(es) of Regular Employees to whom exception applies (must specify - specific positions are permissible; specific individuals may not be named): _____.

Normal retirement qualifications for excepted class(es) are (check one or more as applicable):

- Attainment of age _____ (insert number)
- Completion of _____ years (insert number) of Total Credited Service
- In-Service Distribution to Eligible Employees permitted (i.e., a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if Participant meets minimum age and service requirements specified immediately above and is at

least age 62 (unless a lower safe-harbor age is permitted under applicable federal law), subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to (check one): all Participants only the following class(es) of Participants (must specify - specific positions are permissible; specific individuals may not be named): _____.

(2) **Elected or Appointed Members of Governing Authority**

Complete this Section only if elected or appointed members of the Governing Authority or Municipal Legal Officers are permitted to participate in the Plan. Normal retirement qualifications for this class are (check one or more as applicable):

- Attainment of age **65** (insert number)
- Completion of _____ years (insert number) of Total Credited Service
- In-Service Distribution to Eligible Employees permitted (i.e., a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if Participant meets minimum age and service requirements specified immediately above and is at least age 62 (unless a lower safe-harbor age is permitted under applicable federal law), subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to (check one): all Participants only the following class(es) of Participants (must specify - specific positions are permissible; specific individuals may not be named): _____.

Exceptions: If different normal retirement qualifications apply to particular elected or appointed members of the Governing Authority or Municipal Legal Officers, the Employer must specify below to whom the different requirements apply and indicate below the requirements applicable to them.

Particular elected or appointed members of the Governing Authority or Municipal Legal Officers to whom exception applies (must specify - specific positions are permissible; specific individuals may not be named): _____.

Normal retirement qualifications for excepted elected or appointed members of the Governing Authority or Municipal Legal Officers are (check one or more as applicable):

- Attainment of age _____ (insert number)
- Completion of _____ years (insert number) of Total Credited Service
- In-Service Distribution to Eligible Employees permitted (i.e., a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if Participant meets minimum age and service requirements specified immediately above and is at least age 62 (unless a lower safe-harbor age is permitted under applicable federal

law), subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to **(check one)**: all Participants only the following class(es) of Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.

C. Alternative Normal Retirement Qualifications

The Employer may elect to permit Participants to retire with unreduced benefits after they satisfy service and/or age requirements other than the regular normal retirement qualifications specified above. The Employer hereby adopts the following alternative normal retirement qualifications:

Alternative Normal Retirement Qualifications (check one or more, as applicable):

- (1) Not applicable (the Adopting Employer does not offer alternative normal retirement benefits under the Plan).
- (2) **Alternative Minimum Age & Service Qualifications (if checked, please complete one or more items below, as applicable):**
- Attainment of age 55 (insert number)
 - Completion of 25 years (insert number) of Total Credited Service
 - In-Service Distribution to Eligible Employees permitted (i.e., a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if Participant meets minimum age and service requirements specified immediately above and is at least age 62 (unless a lower safe-harbor age is permitted under applicable federal law), subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to **(check one)**: all Participants only the following class(es) of Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.

This alternative normal retirement benefit is available to:

- All Participants who qualify.
- Only the following Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: Eligible Regular Employees.

A Participant **(check one)**: is required is not required to be in the service of the Employer at the time he satisfies the above qualifications in order to qualify for this alternative normal retirement benefit.

Other eligibility requirement **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2)**

and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i): _____.

- (3) **Rule of _____ (insert number).** The Participant's combined Total Credited Service and age must equal or exceed this number. Please complete additional items below:

To qualify for this alternative normal retirement benefit, the Participant (**check one or more items below, as applicable**):

- Must have attained at least age _____ (insert number)
- Must not satisfy any minimum age requirement
- In-Service Distribution to Eligible Employees permitted (*i.e.*, a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if the Participant meets the minimum age and service requirements specified immediately above and is at least age 62 (unless a lower safe-harbor age is permitted under applicable federal law), subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to (**check one**): all Participants only the following class(es) of Participants (**must specify - specific positions are permissible; specific individuals may not be named**): _____.

This alternative normal retirement benefit is available to:

- All Participants who qualify.
- Only the following Participants (**must specify - specific positions are permissible; specific individuals may not be named**): _____.

A Participant (**check one**): is required is not required to be in the service of the Employer at the time he satisfies the Rule in order to qualify for this alternative normal retirement benefit.

Other eligibility requirement (**must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)**): _____.

- (4) **Alternative Minimum Service.** A Participant is eligible for an alternative normal retirement benefit if he has at least _____ years (**insert number**) of Total Credited Service, regardless of the Participant's age.

- In-Service Distribution to Eligible Employees permitted (*i.e.*, a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if the

Participant meets the minimum service requirement specified immediately above and is at least age 62 (unless a lower safe-harbor age is permitted under applicable federal law), subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to **(check one)**: all Participants only the following class(es) of Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.

This alternative normal retirement benefit is available to:

- All Participants who qualify.
- Only the following Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.

A Participant **(check one)**: is required is not required to be in the service of the Employer at the time he satisfies the qualifications for this alternative normal retirement benefit.

Other eligibility requirement **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i))**: _____.

(5) **Other Alternative Normal Retirement Benefit.**

Must specify qualifications (in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)): _____.

- In-Service Distribution to Eligible Employees permitted (i.e., a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if the Participant meets minimum age and service requirements specified immediately above and is at least age 62 (unless a lower safe-harbor age is permitted under applicable federal law), subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to **(check one)**: all Participants only the following class(es) of Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.

This alternative normal retirement benefit is available to:

- All Participants who qualify.
- Only the following Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.

A Participant (**check one**): is required is not required to be in the service of the Employer at the time he satisfies the qualifications for this alternative normal retirement benefit.

Other eligibility requirement (must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)): _____.

(6) **Other Alternative Normal Retirement Benefit for Public Safety Employees Only.**

Must specify qualifications (in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)): _____.

- In-Service Distribution to Eligible Employees who are Public Safety Employees permitted (*i.e.*, a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if the Participant meets minimum age and service requirements specified immediately above and is at least age 50 (unless a lower safe-harbor age is permitted under applicable federal law), subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to (**check one**): all Participants only the following class(es) of Participants (**must specify - specific positions are permissible; specific individuals may not be named**): _____.

This alternative normal retirement benefit is available to:

- All public safety employee Participants who qualify.
- Only the following public safety employee Participants (**must specify - specific positions are permissible; specific individuals may not be named**): _____.

A public safety employee Participant (**check one**): is required is not required to be in the service of the Employer at the time he satisfies the qualifications for this alternative normal retirement benefit.

Other eligibility requirement (must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)): _____.

Note: "Public safety employees" are defined under the Internal Revenue Code for this purpose as employees of a State or political subdivision of a State who provide police

protection, firefighting services, or emergency medical services for any area within the jurisdiction of such State or political subdivision.

D. Disability Benefit Qualifications

Subject to the other terms and conditions of the Master Plan and except as otherwise provided in an Addendum to this Adoption Agreement, disability retirement qualifications are based upon Social Security Administration award criteria or as otherwise provided under Section 2.23 of the Master Plan. The Disability Retirement benefit shall commence as of the Participant's Disability Retirement Date under Section 2.24 of the Master Plan.

To qualify for a disability benefit, a Participant must have the following minimum number of years of Total Credited Service (**check one**):

- Not applicable (the Adopting Employer does not offer disability retirement benefits under the Plan).
- No minimum.
- _____ years (**insert number**) of Total Credited Service.

Other eligibility requirement (**must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)**): _____.

15. RETIREMENT BENEFIT COMPUTATION

A. Maximum Total Credited Service

The number of years of Total Credited Service which may be used to calculate a benefit is (**check one or all that apply**):

- not limited.
- limited to _____ years for all Participants.
- limited to _____ years for the following classes of Eligible Regular Employees:
 - All Eligible Regular Employees.
 - Only the following Eligible Regular Employees: _____.
- limited to _____ years as an elected or appointed member of the Governing Authority.
- limited to _____ years as a Municipal Legal Officer.
- Other (**must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)**): _____.

B. Monthly Normal Retirement Benefit Amount

(1) Regular Employee Formula

The monthly normal retirement benefit for Eligible Regular Employees shall be 1/12 of (check and complete one or more as applicable):

- (a) **Flat Percentage Formula.** 2.0% (insert percentage) of Final Average Earnings multiplied by years of Total Credited Service as an Eligible Regular Employee.

This formula applies to:

- All Participants who are Regular Employees.
 Only the following Participants (must specify - specific positions are permissible; specific individuals may not be named): _____.

- (b) **Alternative Flat Percentage Formula.** _____% (insert percentage) of Final Average Earnings multiplied by years of Total Credited Service as an Eligible Regular Employee. This formula applies to the following Participants (must specify - specific positions are permissible; specific individuals may not be named): _____.

- (c) **Split Final Average Earnings Formula.** _____% (insert percentage) of Final Average Earnings up to the amount of Covered Compensation (see subsection (2) below for definition of Covered Compensation), plus _____% (insert percentage) of Final Average Earnings in excess of said Covered Compensation, multiplied by years of Total Credited Service as an Eligible Regular Employee.

This formula applies to:

- All Participants who are Regular Employees.
 Only the following Participants (must specify - specific positions are permissible; specific individuals may not be named): _____.

- (d) **Alternative Split Final Average Earnings Formula.** _____% (insert percentage) of Final Average Earnings up to the amount of Covered Compensation (see subsection (2) below for definition of Covered Compensation), plus _____% (insert percentage) of Final Average Earnings in excess of said Covered Compensation, multiplied by years of Total Credited Service as an Eligible Regular Employee.

This formula applies to:

- All Participants.
 Only the following Participants (must specify - specific positions are permissible; specific individuals may not be named): _____.

[Repeat above subsections as necessary for each applicable benefit formula and Participant class covered under the Plan.]

(2) **Covered Compensation (complete only if Split Formula(s) is checked above):**

Covered Compensation is defined as (check one or more as applicable):

- (a) **A.I.M.E. Covered Compensation** as defined in Section 2.18 of the Master Plan. This definition of Covered Compensation shall apply to **(check one)**:
- All Participants who are Regular Employees.
 - Only the following Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.
- (b) **Dynamic Break Point Covered Compensation** as defined in Section 2.19 of the Master Plan. This definition of Covered Compensation shall apply to **(check one)**:
- All Participants who are Regular Employees.
 - Only the following Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.
- (c) **Table Break Point Covered Compensation** as defined in Section 2.20 of the Master Plan. This definition of Covered Compensation shall apply to **(check one)**:
- All Participants who are Regular Employees.
 - Only the following class(es) of Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.
- (d) **Covered Compensation** shall mean a Participant's annual Earnings that do not exceed \$ _____ **(specify amount)**. This definition shall apply to **(check one)**:
- All Participants who are Regular Employees.
 - Only the following Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: _____.

(3) **Final Average Earnings**

Unless otherwise specified in an Addendum to the Adoption Agreement, Final Average Earnings is defined as the monthly average of Earnings paid to a Participant by the Adopting Employer for the 60 (insert number not to exceed 60) consecutive months of Credited Service preceding the Participant's most recent Termination in which the Participant's Earnings were the highest, multiplied by 12. Note: GMEBS has prescribed forms for calculation of Final Average Earnings that must be used for this purpose.

This definition of Final Average Earnings applies to:

- All Participants who are Regular Employees.
- Only the following Participants (**must specify - specific positions are permissible; specific individuals may not be named**): _____.

[Repeat above subsection as necessary for each applicable definition and Participant class covered under the Plan.]

(4) Formula for Elected or Appointed Members of the Governing Authority

The monthly normal retirement benefit for members of this class shall be as follows (**check one**):

- Not applicable (elected or appointed members of the Governing Authority or Municipal Legal Officers are not permitted to participate in the Plan).
- \$30.00** (insert dollar amount) per month for each year of Total Credited Service as an elected or appointed member of the Governing Authority or Municipal Legal Officer or major fraction thereof (6 months and 1 day).

This formula applies to:

- All elected or appointed members of the Governing Authority or Municipal Legal Officers eligible to participate.
- Only the following elected or appointed members of the Governing Authority or Municipal Legal Officers eligible to participate (**must specify - specific positions are permissible; specific individuals may not be named**): _____.

[Repeat above subsection as necessary for each applicable formula for classes of elected or appointed members covered under the Plan.]

C. Monthly Early Retirement Benefit Amount

Check and complete one or more as applicable:

- (1) **Standard Early Retirement Reduction Table.** The monthly Early Retirement benefit shall be computed in the same manner as the monthly Normal Retirement benefit, but the benefit shall be reduced on an Actuarially Equivalent basis in accordance with Section 12.01 of the Master Plan to account for early commencement of benefits. This provision shall apply to:
 - All Participants.
 - Only the following Participants (**must specify - specific positions are permissible; specific individuals may not be named**): _____.
- (2) **Alternative Early Retirement Reduction Table.** The monthly Early Retirement benefit shall be computed in the same manner as the monthly Normal Retirement benefit, but the benefit shall be reduced to account for

early commencement of benefits based on the following table. This table shall apply to:

- All Participants.
- Only the following Participants (must specify - specific positions are permissible; specific individuals may not be named): _____.

Alternative Early Retirement Reduction Table

<u>Number of Years Before</u> <u>[Age (Insert Normal</u> <u>Retirement Age)]</u> (check as applicable)	<u>Percentage of</u> <u>Normal Retirement Benefit*</u> (complete as applicable)
<input type="checkbox"/> 0	1.000
<input type="checkbox"/> 1	0.____
<input type="checkbox"/> 2	0.____
<input type="checkbox"/> 3	0.____
<input type="checkbox"/> 4	0.____
<input type="checkbox"/> 5	0.____
<input type="checkbox"/> 6	0.____
<input type="checkbox"/> 7	0.____
<input type="checkbox"/> 8	0.____
<input type="checkbox"/> 9	0.____
<input type="checkbox"/> 10	0.____
<input type="checkbox"/> 11	0.____
<input type="checkbox"/> 12	0.____
<input type="checkbox"/> 13	0.____
<input type="checkbox"/> 14	0.____
<input type="checkbox"/> 15	0.____

*Interpolate for whole months

D. Monthly Late Retirement Benefit Amount (check one):

- (1) The monthly Late Retirement benefit shall be computed in the same manner as the Normal Retirement Benefit, based upon the Participant's Accrued Benefit as of his Late Retirement Date.
- (2) The monthly Late Retirement benefit shall be the greater of: (1) the monthly retirement benefit accrued as of the Participant's Normal Retirement Date, actuarially increased in accordance with the actuarial table contained in Section 12.05 of the Master Plan; or (2) the monthly retirement benefit accrued as of the Participant's Late Retirement Date, without further actuarial adjustment under Section 12.06 of the Master Plan.

E. Monthly Disability Benefit Amount

The amount of the monthly Disability Benefit shall be computed in the same manner as the Normal Retirement benefit, based upon the Participant's Accrued Benefit as of his Disability Retirement Date.

Minimum Disability Benefit. The Adopting Employer may set a minimum Disability Benefit. The Employer elects the following minimum Disability benefit (**check one**):

- Not applicable (the Adopting Employer does not offer disability retirement benefits under the Plan).
- No minimum is established.
- No less than (**check one**): 20% 10% ____% (if other than 20% or 10% insert percentage amount) of the Participant's average monthly Earnings for the 12 calendar month period (excluding any period of unpaid leave of absence) immediately preceding his Termination of Employment as a result of a Disability. (Unless otherwise specified in an Addendum to the Adoption Agreement, no minimum will apply to elected or appointed members of the Governing Authority or Municipal Legal Officers.)
- No less than (**check one**): 66 2/3 % ____% (if other than 66 2/3%, insert percentage amount) of the Participant's average monthly Earnings for the 12 calendar month period (excluding any period of unpaid leave of absence) immediately preceding his Termination of Employment as a result of a Disability, less any monthly benefits paid from federal Social Security benefits as a result of disability as reported by the Employer. (Unless otherwise specified in an Addendum to the Adoption Agreement, no minimum will apply to elected or appointed members of the Governing Authority or Municipal Legal Officers.)

Note: The Adopting Employer is responsible for reporting to GMEBS any amounts to be used in an offset.

F. Minimum/Maximum Benefit For Elected Officials

In addition to any other limitations imposed by federal or state law, the Employer may impose a cap on the monthly benefit amount that may be received by elected or appointed members of the Governing Authority. The Employer elects (**check one**):

- Not applicable (elected or appointed members of the Governing Authority do not participate in the Plan).
- No minimum or maximum applies.
- Monthly benefit for Service as an elected or appointed member of the Governing Authority may not exceed 100% of the Participant's final salary as an elected or appointed member of the Governing Authority.

- Other minimum or maximum (must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)): _____.

16. SUSPENSION OF BENEFITS FOLLOWING BONA FIDE SEPARATION OF SERVICE; COLA

A. Re-Employment as Eligible Employee After Normal, Alternative Normal, or Early Retirement and Following Bona Fide Separation of Service (see Master Plan Section 6.06(c) Regarding Re-Employment as an Ineligible Employee and Master Plan Section 6.06(e) and (f) Regarding Re-Employment After Disability Retirement)

(1) **Reemployment After Normal or Alternative Normal Retirement.** In the event that a Retired Participant 1) is reemployed with the Employer as an Eligible Employee (as defined in the Plan) after his Normal or Alternative Normal Retirement Date and after a Bona Fide Separation from Service, or 2) is reemployed with the Employer in an Ineligible Employee class, and subsequently again becomes an Eligible Employee (as defined in the Plan) due to the addition of such class to the Plan after his Normal or Alternative Normal Retirement Date, the following rule shall apply (**check one**):

- (a) The Participant's benefit shall be suspended in accordance with Section 6.06(a)(1) of the Master Plan for as long as the Participant remains employed.
- (b) The Participant may continue to receive his retirement benefit in accordance with Section 6.06(b) of the Master Plan. This rule shall apply to (**check one**): all Retired Participants only the following classes of Retired Participants (**must specify (specific positions are permissible; specific individuals may not be named) - benefits of those Retired Participants not listed shall be suspended in accordance with Section 6.06(a) of the Master Plan if they return to work with the Employer**): _____.

(2) **Reemployment After Early Retirement.** In the event a Participant Retires with an Early Retirement benefit after a Bona Fide Separation from Service 1) is reemployed with the Employer as an Eligible Employee before his Normal Retirement Date; or 2) is reemployed with the Employer in an Ineligible Employee class, and subsequently again becomes an Eligible Employee (as defined in the Plan) before his Normal Retirement Date due to the addition of such class to the Plan, the following rule shall apply (**check one or more as applicable**):

- (a) The Participant's Early Retirement benefit shall be suspended in accordance with Section 6.06(a)(1) of the Master Plan for as long as the Participant remains employed.

This rule shall apply to (**check one**): all Retired Participants; only the following classes of Retired Participants (**must specify - specific**

positions are permissible; specific individuals may not be named):

- (b) The Participant's Early Retirement benefit shall be suspended in accordance with Section 6.06(a)(1) of the Master Plan. However, the Participant may begin receiving benefits after he satisfies the qualifications for Normal Retirement or Alternative Normal Retirement, as applicable, and after satisfying the minimum age parameters of Section 6.06(a)(3) of the Master Plan, in accordance with Section 6.06(b)(2)(B)(i) of the Master Plan.

This rule shall apply to (check one): all Retired Participants; only the following classes of Retired Participants (must specify - specific positions are permissible; specific individuals may not be named):

- (c) The Participant's Early Retirement benefit shall continue in accordance with Section 6.06(b)(2)(B)(ii) of the Master Plan.

This rule shall apply to (check one): all Retired Participants; only the following classes of Retired Participants (must specify - specific positions are permissible; specific individuals may not be named):

B. Cost Of Living Adjustment

The Employer may elect to provide for an annual cost-of-living adjustment (COLA) in the amount of benefits being received by Retired Participants and Beneficiaries, which shall be calculated and paid in accordance with the terms of the Master Plan. The Employer hereby elects the following (check one):

- (1) No cost-of-living adjustment.
- (2) Variable Annual cost-of-living adjustment not to exceed _____% (insert percentage).
- (3) Fixed annual cost-of-living adjustment equal to _____% (insert percentage).

The above cost-of-living adjustment shall apply with respect to the following Participants (and their Beneficiaries) (check one):

- All Participants (and their Beneficiaries).
- Participants (and their Beneficiaries) who terminate employment on or after _____ (insert date).
- Other (must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of

Treasury Regulation 1.401-1(b)(1)(i)); specific positions are permissible; specific individuals may not be named): _____.

The Adjustment Date for the above cost-of-living adjustment shall be (if not specified, the Adjustment Date shall be January 1): _____.

**17. TERMINATION OF EMPLOYMENT BEFORE RETIREMENT;
VESTING**

A. Eligible Regular Employees

Subject to the terms and conditions of the Master Plan, a Participant who is an Eligible Regular Employee and whose employment is terminated for any reason other than death or retirement shall earn a vested right in his accrued retirement benefit in accordance with the following schedule (check one):

- No vesting schedule (immediate vesting).
- Cliff Vesting Schedule.** Benefits shall be 100% vested after the Participant has a minimum of 5 years (insert number not to exceed 10) of Total Credited Service. Benefits remain 0% vested until the Participant satisfies this minimum.
- Graduated Vesting Schedule.** Benefits shall become vested in accordance with the following schedule (insert percentages):

<u>COMPLETED YEARS OF TOTAL CREDITED SERVICE</u>	<u>VESTED PERCENTAGE</u>
1	%
2	%
3	%
4	%
5	%
6	%
7	%
8	%
9	%
10	%

Exceptions: If a vesting schedule other than that specified above applies to a special class(es) of Regular Employees, the Employer must specify the different vesting schedule below and the class(es) to whom the different vesting schedule applies.

Regular Employees to whom exception applies (must specify - specific positions are permissible; specific individuals may not be named): _____.

Vesting Schedule for excepted class (must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)): _____.

B. Elected or Appointed Members of the Governing Authority

Subject to the terms and conditions of the Master Plan, a Participant who is an elected or appointed member of the Governing Authority or a Municipal Legal Officer shall earn a vested right in his accrued retirement benefit for Credited Service in such capacity in accordance with the following schedule (**check one**):

- Not applicable (elected or appointed members of the Governing Authority are not permitted to participate in the Plan).
- No vesting schedule (immediate vesting).
- Other vesting schedule (**must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)**): _____.

18. PRE-RETIREMENT DEATH BENEFITS

A. In-Service Death Benefit

Subject to the terms and conditions of the Master Plan, the Employer hereby elects the following in-service death benefit, to be payable in the event that an eligible Participant's employment with the Employer is terminated by reason of the Participant's death prior to Retirement (**check and complete one**):

- (1) **Auto A Death Benefit.** A monthly benefit payable to the Participant's Pre-Retirement Beneficiary, equal to the decreased monthly retirement benefit that would have otherwise been payable to the Participant, had he elected a 100% joint and survivor benefit under Section 7.03 of the Master Plan. In order to be eligible for this benefit, a Participant must meet the following requirements (**check one**):
- The Participant must be vested in a normal retirement benefit.
 - The Participant must have _____ years (**insert number**) of Total Credited Service.
 - The Participant must be eligible for Early or Normal Retirement.
 - Other eligibility requirement (**must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)**): _____.
- (2) **Actuarial Reserve Death Benefit.** A monthly benefit payable to the Participant's Pre-Retirement Beneficiary, actuarially equivalent to the reserve required for the Participant's anticipated Normal Retirement benefit, provided the Participant meets the following eligibility conditions (**check one**):

- The Participant shall be eligible upon satisfying the eligibility requirements of Section 8.02(c) of the Master Plan.
- The Participant must have _____ years (insert number) of Total Credited Service.
- Other eligibility requirement (must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)): _____.

Imputed Service. For purposes of computing the actuarial reserve death benefit, the Participant's Total Credited Service shall include (check one):

- Total Credited Service accrued prior to the date of the Participant's death.
- Total Credited Service accrued prior to the date of the Participant's death, plus (check one): one-half (1/2) _____ (insert other fraction) of the Service between such date of death and what would otherwise have been the Participant's Normal Retirement Date. (See Master Plan Section 8.02(b) regarding 10-year cap on additional Credited Service.)

Minimum In-Service Death Benefit for Vested Employees Equal to Terminated Vested Death Benefit. Unless otherwise specified under "Exceptions" below, if a Participant's employment is terminated by reason of the Participant's death prior to Retirement, and if as of the date of death the Participant is vested but he does not qualify for the in-service death benefit, then the Auto A Death Benefit will be payable, provided the Auto A Death Benefit is made available to terminated vested employees under the Adoption Agreement (see "Terminated Vested Death Benefit" below).

(3) **Exceptions:** If an in-service death benefit other than that specified above applies to one or more classes of Participants, the Employer must specify below the death benefit payable, the class(es) to whom the different death benefit applies, and the eligibility conditions for said death benefit.

Alternative Death Benefit (must specify formula that satisfies the definite written program and definitely determinable requirements of Treasury Regulations Sections 1.401-1(a)(2) and 1.401-1(b)(1)(i) and does not violate limits applicable to governmental plans under Code Sections 401(a)(17) and 415): _____.

Participants to whom alternative death benefit applies (must specify - specific positions are permissible; specific individuals may not be named): _____.

Eligibility conditions for alternative death benefit (must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)): _____.

B. Terminated Vested Death Benefit

(1) **Complete this Section only if the Employer offers a terminated vested death benefit.** The Employer may elect to provide a terminated vested death benefit, to be payable in the event that a Participant who is vested dies after termination of employment but before Retirement benefits commence. Subject to the terms and conditions of the Master Plan, the Employer hereby elects the following terminated vested death benefit (**check one**):

- Auto A Death Benefit.** A monthly benefit payable to the Participant's Pre-Retirement Beneficiary, equal to the decreased monthly retirement benefit that would have otherwise been payable to the Participant had he elected a 100% joint and survivor benefit under Section 7.03 of the Master Plan.
- Accrued Retirement Benefit.** A monthly benefit payable to the Participant's Pre-Retirement Beneficiary which shall be actuarially equivalent to the Participant's Accrued Normal Retirement Benefit determined as of the date of death.

(2) **Exceptions:** If a terminated vested death benefit other than that specified above applies to one or more classes of Participants, the Employer must specify below the death benefit payable, the class(es) to whom the different death benefit applies, and the eligibility conditions for said death benefit.

Alternative Death Benefit (must specify formula that satisfies the definite written program and definitely determinable requirements of Treasury Regulations Sections 1.401-1(a)(2) and 1.401-1(b)(1)(i) and does not violate limits applicable to governmental plans under Code Sections 401(a)(17) and 415): _____.

Participants to whom alternative death benefit applies (must specify - specific positions are permissible; specific individuals may not be named): _____.

Eligibility conditions for alternative death benefit (must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)): _____.

19. EMPLOYEE CONTRIBUTIONS

(1) **Employee contributions (check one):**

- Are not required.
- Are required in the amount of _____ % (insert percentage) of Earnings for all Participants.
- Are required in the amount of _____ % (insert percentage) of Earnings for Participants in the following classes (must specify - specific positions are permissible; specific individuals may not be named): _____.

[Repeat above subsection as necessary if more than one contribution rate applies.]

(2) **Pre-Tax Treatment of Employee Contributions.** If Employee Contributions are required in Subsection (1) above, an Adopting Employer may elect to "pick up" Employee Contributions to the Plan in accordance with IRC Section 414(h). In such case, Employee Contributions shall be made on a pre-tax rather than a post-tax basis, provided the requirements of IRC Section 414(h) are met. If the Employer elects to pick up Employee Contributions, it is the Employer's responsibility to ensure that Employee Contributions are paid and reported in accordance with IRC Section 414(h). The Adopting Employer must not report picked up contributions as wages subject to federal income tax withholding.

The Employer hereby elects (**check one**):

- To pick up Employee Contributions. By electing to pick up Employee Contributions, the Adopting Employer specifies that the contributions, although designated as Employee Contributions, are being paid by the Employer in lieu of Employee Contributions. The Adopting Employer confirms that the executor of this Adoption Agreement is duly authorized to take this action as required to pick up contributions. This pick-up of contributions applies prospectively, and it is evidenced by this contemporaneous written document. On and after the date of the pick-up of contributions, a Participant does not have a cash or deferred election right (within the meaning of Treasury Regulation Section 1.401(k)-1(a)(3)) with respect to the designated Employee Contributions, which includes not having the option of receiving the amounts directly instead of having them paid to the Plan.
- Not to pick up Employee Contributions.

(3) **Interest on Employee Contributions.** The Adopting Employer may elect to pay interest on any refund of Employee Contributions.

- Interest shall not be paid.
- Interest shall be paid on a refund of Employee Contributions at a rate established by GMEBS from time to time.
- Other rate of interest (**must specify rate in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)**):
_____.

20. MODIFICATION OF THE TERMS OF THE ADOPTION AGREEMENT

If an Adopting Employer desires to amend any of its elections contained in this Adoption Agreement (or any Addendum), the Governing Authority by official action must adopt an amendment of the Adoption Agreement (or any Addendum) or a new Adoption Agreement (or Addendum) must be adopted and forwarded to the Board for approval. The amendment of the

new Adoption Agreement (or Addendum) is not effective until approved by the Board and other procedures required by the Plan have been implemented.

The Administrator will timely inform the Adopting Employer of any amendments made by the Board to the Plan.

21. TERMINATION OF THE ADOPTION AGREEMENT

This Adoption Agreement (and any Addendum) may be terminated only in accordance with the Plan. The Administrator will inform the Adopting Employer in the event the Board should decide to discontinue this volume submitter program.

22. EMPLOYER ADOPTION AND AUTHORIZATION FOR AMENDMENTS

Adoption. The Adopting Employer hereby adopts the terms of the Adoption Agreement and any Addendum, which is attached hereto and made a part of this ordinance. The Adoption Agreement (and, if applicable, the Addendum) sets forth the Employees to be covered by the Plan, the benefits to be provided by the Adopting Employer under the Plan, and any conditions imposed by the Adopting Employer with respect to, but not inconsistent with, the Plan. The Adopting Employer reserves the right to amend its elections under the Adoption Agreement and any Addendum, so long as the amendment is not inconsistent with the Plan or the Internal Revenue Code or other applicable law and is approved by the Board of Trustees of GMEBS. The Adopting Employer acknowledges that it may not be able to rely on the volume submitter advisory letter if it makes certain elections under the Adoption Agreement or the Addendum.

The Adopting Employer hereby agrees to abide by the Master Plan, Trust Agreement, and rules and regulations adopted by the Board of Trustees of GMEBS, as each may be amended from time to time, in all matters pertaining to the operation and administration of the Plan. It is intended that the Act creating the Board of Trustees of GMEBS, this Plan, and the rules and regulations of the Board are to be construed in harmony with each other. In the event of a conflict between the provisions of any of the foregoing, they shall govern in the following order:

- (1) The Act creating the Board of Trustees of The Georgia Municipal Employees' Benefit System, O.C.G.A. Section 47-5-1 *et seq.* (a copy of which is included in the Appendix to the Master Defined Benefit Plan Document) and any other applicable provisions of O.C.G.A. Title 47;
- (2) The Master Defined Benefit Plan Document and Trust Agreement;
- (3) This Ordinance and Adoption Agreement (and any Addendum); and
- (4) The rules and regulations of the Board.

In the event that any section, subsection, sentence, clause or phrase of this Plan shall be declared or adjudged invalid or unconstitutional, such adjudication shall in no manner affect the previously existing provisions or the other section or sections, subsections, sentences, clauses or

phrases of this Plan, which shall remain in full force and effect, as if the section, subsection, sentence, clause or phrase so declared or adjudicated invalid or unconstitutional were not originally a part hereof. The Governing Authority hereby declares that it would have passed the remaining parts of this Plan or retained the previously existing provisions if it had known that such part or parts hereof would be declared or adjudicated invalid or unconstitutional.

This Adoption Agreement (and any Addendum) may only be used in conjunction with Georgia Municipal Employees Benefit System Master Defined Benefit Retirement Plan Document approved by the Internal Revenue Service under advisory letter J501718a dated March 30, 2018. The Adopting Employer understands that failure to properly complete this Adoption Agreement (or any Addendum), or to operate and maintain the Plan and Trust in accordance with the terms of the completed Adoption Agreement (and any Addendum), Master Plan Document and Trust, may result in disqualification of the Adopting Employer's Plan under the Internal Revenue Code. Inquiries regarding the adoption of the Plan, the meaning of Plan provisions, or the effect of the IRS advisory letter should be directed to the Administrator. The Administrator is Georgia Municipal Employees Benefit System, with its primary business offices located at: 201 Pryor Street, SW, Atlanta, Georgia, 30303. The business telephone number is: (404) 688-0472. The primary person to contact is: GMEBS Legal Counsel.

Authorization for Amendments. Effective on and after February 17, 2005, the Adopting Employer hereby authorizes the volume submitter practitioner who sponsors the Plan on behalf of GMEBS to prepare amendments to the Plan, for approval by the Board, on its behalf as provided under Revenue Procedure 2005-16, as superseded by Revenue Procedure 2015-36, Revenue Procedure 2011-49, and Announcement 2005-37. Effective January 1, 2013, Georgia Municipal Association, Inc., serves as the volume submitter practitioner for the Plan. Employer notice and signature requirements were met for the Adopting Employer before the effective date of February 17, 2005. The Adopting Employer understands that the implementing amendment reads as follows:

On and after February 17, 2005, the Board delegates to the Practitioner the authority to advise and prepare amendments to the Plan, for approval by the Board, on behalf of all Adopting Employers, including those Adopting Employers who have adopted the Plan prior to the January 1, 2013, restatement of the Plan, for changes in the Code, the regulations thereunder, revenue rulings, other statements published by Internal Revenue Service, including model, sample, or other required good faith amendments (but only if their adoption will not cause such Plan to be individually designed), and for corrections of prior approved plans. These amendments shall be applied to all Adopting Employers. Employer notice and signature requirements have been met for all Adopting Employers before the effective date of February 17, 2005. In any event, any amendment prepared by the Practitioner and approved by the Board will be provided by the Administrator to Adopting Employers.

Notwithstanding the foregoing paragraph, no amendment to the Plan shall be prepared on behalf of any Adopting Employer as of either:

- the date the Internal Revenue Service requires the Adopting Employer to file Form 5300 as an individually designed plan as a

result of an amendment by the Adopting Employer to incorporate a type of Plan not allowable in a volume submitter plan as described in Revenue Procedure 2015-36; or

- as of the date the Plan is otherwise considered an individually designed plan due to the nature and extent of the amendments.

If the Adopting Employer is required to obtain a determination letter for any reason in order to maintain reliance on the advisory letter, the Practitioner's authority to amend the Plan on behalf of the Adopting Employer is conditioned on the Plan receiving a favorable determination letter.

The Adopting Employer further understands that, if it does not give its authorization hereunder or, in the alternative, adopt another pre-approved plan, its Plan will become an individually designed plan and will not be able to rely on the volume submitter advisory letter.

AN ORDINANCE (continued from page 1)

Section 2. Except as otherwise specifically required by law or by the terms of the Master Plan or Adoption Agreement (or any Addendum), the rights and obligations under the Plan with respect to persons whose employment with the City was terminated or who vacated his office with the City for any reason whatsoever prior to the effective date of this Ordinance are fixed and shall be governed by such Plan, if any, as it existed and was in effect at the time of such termination.

Section 3. The effective date of this Ordinance shall be the date of its approval by the Governing Authority.

Section 4. All Ordinances and parts of ordinances in conflict herewith are expressly repealed.

Approved by the Mayor and Council of the City of Monroe, Georgia this _____ day of _____, 20____.

Attest:

CITY OF MONROE, GEORGIA

City Clerk

Mayor

(SEAL)

Approved:

City Attorney

The terms of the foregoing Adoption Agreement are approved by the Board of Trustees of Georgia Municipal Employees Benefit System.

IN WITNESS WHEREOF, the Board of Trustees of Georgia Municipal Employees Benefit System has caused its Seal and the signatures of its duly authorized officers to be affixed this _____ day of _____, 20____.

Board of Trustees
Georgia Municipal Employees
Benefit System

(SEAL)

Secretary

**GENERAL ADDENDUM TO THE
GEORGIA MUNICIPAL EMPLOYEES BENEFIT SYSTEM
DEFINED BENEFIT RETIREMENT PLAN
ADOPTION AGREEMENT**

This is an Addendum to the Adoption Agreement completed by the City of Monroe, Georgia, as follows (complete one or more sections, as applicable):

*** Items (1) through (13) of General Addendum – Not Applicable ***

(14) Frozen Plan Provisions (for amendment of Adoption Agreement only – see Section 9 of Adoption Agreement regarding Classes of Eligible Employees):

- (a) Plan Freeze - The Plan is "frozen" effective as of _____ (specify date). The Plan shall be subject to all provisions of the Adoption Agreement and Master Plan, except as otherwise provided herein, and the Employer shall continue to maintain the Plan's qualified status. The Plan shall be frozen, as follows (check as applicable):
- (i) The Plan shall be frozen with respect to the following class(es) of Eligible Employees (one or more as applicable): all Participants; all Eligible Regular Employees; Members of the Governing Authority; Municipal Legal Officers; other (must specify): _____.
- (ii) Active Participants in the affected class(es) of Eligible Employees as of the freeze effective date shall be vested in their normal retirement benefits accrued as of the effective date of the freeze to the extent funded notwithstanding any provision of the Adoption Agreement to the contrary.
- (iii) Employees who are (check all that apply): employed by the Employer or in office as of _____ (specify date), first employed on or after _____ (specify date), first take office on or after _____ (specify date), reemployed on or

after _____ (specify date), return to office (following a vacation of office) on or after _____ (specify date), shall not be eligible to participate in the Plan on or after _____ (specify date).

- (iv) With respect to Employees designated in paragraph (iii) above, earnings on or after _____ (specify date) shall not be taken into account for purposes of the Plan.
- (v) The Employees designated in paragraph (iii) above shall not be credited with Service for the Employer on or after _____ (specify date) for purposes of (check all that apply): computing the amount of benefits payable; meeting minimum service requirements for participation and vesting; meeting minimum service requirements for benefit eligibility under the Plan.
- (vi) The following additional provisions shall apply as a result of the freeze (must specify): _____.
- (b) **Restoration Following Plan Freeze** - The Plan has been "frozen" since December 1, 1997 (specify freeze date). Effective January 1, 2004 (specify date), the Plan shall be reactivated in accordance with and subject to the following provisions (check as applicable):
- (i) The Plan shall cease to be frozen with respect to the following class(es) of Eligible Employees (one or more as applicable): all Participants; all Eligible Regular Employees; Members of the Governing Authority; Municipal Legal Officers; other (must specify): _____.
- (ii) Employees (check all that apply): employed by the Employer and/or in office as of December 1, 1997 (specify date), first employed on or after December 1, 1997 (specify date), first took office on or after December 1, 1997 (specify date), reemployed on or after January 1, 2004 (specify date), returned to

office (following a vacation of office) on or after January 1, 2004 (specify date), shall be eligible to commence or re-commence participation in the Plan (as applicable) with respect to Service on or after December 1, 1997 (specify date), provided they otherwise meet the eligibility requirements for participation under the Plan.

- (iii) With respect to the Employees designated in paragraph (ii) above, Earnings on or after December 1, 1997 (specify date) shall be taken into account for purposes of the Plan.
- (iv) The Employees designated in paragraph (ii) above shall receive credit for Service for the Employer on or after December 1, 1997 (specify date) for purposes of (check all that apply): computing the amount of benefits payable; meeting minimum service requirements for participation and vesting; meeting minimum service requirements for benefit eligibility under the Plan, provided the Employee met the minimum hour requirement and other eligibility requirements for recognition of Credited Service under the Plan.
- (v) Former Employees who are reemployed and/or return to office as Eligible Employees after January 1, 2004(specify date) will receive credit for Service with the Employer on or after December 1, 1997 (specify date) for purposes of (check all that apply): computing the amount of benefits payable; meeting minimum service requirements for participation and vesting; meeting minimum service requirements for benefit eligibility under the Plan, provided the Employee meets the minimum hour requirement and other eligibility requirements for recognition of Credited Service with respect to said period under the Plan, and provided the Employee satisfies any applicable Plan requirements with respect to his break in Service.

- (vi) The following additional provisions shall apply as a result of restoration following the freeze (must specify): With respect to a former Employee hired on or after December 1, 1997 who may become reemployed as an Eligible Employee after January 1, 2004, credit for any service performed between December 1, 1997 and January 1, 2004 will only be restored if such Employee completes at least one (1) year of service upon his/her reemployment with the City.

The terms of the foregoing Addendum to the Adoption Agreement are approved by the Mayor and Council of the City of Monroe, Georgia this _____ day of _____, 20____.

Attest:

CITY OF MONROE, GEORGIA,

City Clerk

Mayor

(SEAL)

Approved:

City Attorney

The terms of the foregoing Addendum are approved by the Board of Trustees of the Georgia Municipal Employees Benefit System.

IN WITNESS WHEREOF, the Board of Trustees of the Georgia Municipal Employees Benefit System has caused its Seal and the signatures of its duly authorized officers to be affixed this _____ day of _____, 20____.

Board of Trustees
Georgia Municipal Employees
Benefit System

(SEAL)

Secretary

**SERVICE CREDIT PURCHASE
ADDENDUM TO THE
GEORGIA MUNICIPAL EMPLOYEES BENEFIT SYSTEM
DEFINED BENEFIT RETIREMENT PLAN
ADOPTION AGREEMENT**

This is an Addendum to the Adoption Agreement completed by the City of Monroe, Georgia. It modifies the Adoption Agreement to provide for service credit purchases for eligible Participants in the Retirement Plan for the Employees of the City of Monroe, in accordance with and subject to the following requirements:

- (1) **Service Credit Purchase; Eligibility Requirements.** Subject to any conditions specified in Section 13.B. or 13.C. of the Adoption Agreement and in this Service Credit Purchase Addendum, Participants in this Plan who are actively employed on or after January 1, 2004 and who are Vested in this Plan may purchase service credit under this Plan for prior Military Service, Prior Governmental Service, and part-time service, as described in subsections 13.B. and 13.C. of the Adoption Agreement. The Participant may not purchase credit for service other than that described in subsections 13.B. and 13.C. of the Adoption Agreement, nor may a Participant purchase credit for service which is already creditable under the Plan. The purchase of prior service credit is permitted but not required under this Plan. Such purchases will be allowed to the extent permitted by law, subject to any conditions, proofs, or acceptance that the Pension Committee Secretary or GMEBS deem appropriate.
- (2) **Use of Purchased Service Credit.** Subject to any conditions or limitations provided in this Addendum, service credit purchased hereunder will be counted as Credited Service for purposes of (check all that apply):
- computing the amount of benefits payable under the Plan;
 - meeting the minimum service requirements for vesting under the Plan;
 - meeting the minimum service requirements for benefit eligibility under the Plan.

- (3) **Application to Purchase Service Credit.** A Participant who meets the eligibility requirements specified in paragraph (1) above and who wishes to purchase eligible service credit as described in paragraph (1) above may apply for such purchase by completing and submitting to the Pension Committee Secretary an application form provided for that purpose. Participants will be responsible for providing the Pension Committee Secretary with any information or documentation that the Pension Committee Secretary deems necessary to establish that the Participant's service is eligible for purchase under paragraph (1) above.
- (4) **Window Period for Application.** In order to purchase service credit, eligible Participants may submit the service credit purchase application within the five (5) year period after they become Vested in the Plan (taking into account Credited Service with the City and Credited Service with prior GMEBS employers that is creditable for Vesting purposes under the portability provisions of the Plan). If a Participant was Vested in the Plan as of January 1, 2004, the Participant must have applied to purchase service credit within five (5) years after January 1, 2004. If a Participant does not submit a completed application to purchase service credit within the designated window period, the Participant will not be permitted to purchase service credit. As a precondition for approval of his or her application, the Participant will be responsible for providing the Pension Committee Secretary with any additional information or documentation that the Pension Committee Secretary deems necessary to establish that the Participant's service is eligible for purchase under paragraph (1) above. Notwithstanding any provision herein to the contrary, no Participant may apply for or purchase prior service credit after his or her termination of employment.
- (5) **Review by Pension Committee Secretary.** Within a reasonable time after the end of the application period, the Pension Committee Secretary will review the Participant's application to purchase service credit and will determine whether the application should be accepted. Upon approval of an application by the Pension Committee Secretary, the Pension Committee Secretary will certify on the application the number of years and months of prior service that are eligible for purchase under paragraph (1) above.

- (6) **Fee for Cost Study.** As a precondition for approval of the application to purchase service credit, and prior to the commencement of any cost study, Participants may be required by the Employer to pay all or a portion of the GMEBS actuarial cost study fee(s) associated with determining the cost to purchase the Participant's eligible service credit. Any portion of the fee that the Participant is not required to pay will be paid by the Employer.
- (7) **Actuarial Study to Determine Cost of Purchase.** In the event that a cost study has not been undertaken prior to the Participant's submission of a completed application to purchase service credit, if the Participant's application to purchase is approved by the Pension Committee Secretary, a cost study will be undertaken as soon as reasonably practicable after the application has been approved, in order to determine the actuarial cost relating to the Participant's prior service that is eligible for purchase.
- (8) **Lump Sum Payment Required Within 90 Days.** Upon completion of the cost study, the Pension Committee Secretary will notify the Participant of the lump sum amount required to purchase prior service credit, as reflected in the cost study. Within 90 days of receiving this notice or of receiving notice of the Pension Committee's approval of the Participant's application to purchase service credit, whichever is later, the Participant shall remit said lump sum amount in the form and manner required by paragraphs (9)-(11) below, the Pension Committee Secretary, and GMEBS. The Participant may remit less than the full lump amount necessary to purchase all of the prior service credit which is eligible for purchase, in which case the percentage of service credit awarded will be equal to the percentage of the full amount remitted. The Pension Committee Secretary shall have the authority to extend the 90-day time period for payment of lump sum amounts required to purchase service credit if, for reasons outside the control of the Participant, payment cannot be made within the 90-day period. However, the time limit for payment will not be extended any later than 90 days and in no event may a Participant make such payment after his or her termination of employment.
- (9) **Method of Payment.** To the extent permitted by the Internal Revenue Code and regulations issued thereunder, the lump sum amount referred to in paragraph (8) above may be paid via one or more of the following

sources: (1) a direct trustee-to-trustee transfer from a 401(a) qualified retirement plan, a governmental 457(b) deferred compensation plan or a 403(b) tax sheltered annuity; (2) a qualified rollover from a governmental 457(b) plan, 403(b) tax-sheltered annuity plan, 401(a) qualified plan, 403(a) annuity plan, or a 408(a) or 408(b) individual retirement account or annuity (traditional IRA); or (3) a lump sum contribution of after-tax funds. Participants shall be solely responsible for effecting the payment referred to herein. Participants will not be permitted to purchase credit via payroll deduction.

- (10) **Limitation on Amount of Lump Sum Payment.** If the lump sum amount referred to in paragraph (8) is paid via any method other than as described under paragraph (9)(1) or (9)(2) above, then the Participant shall not be permitted to contribute to the Plan in any calendar year an amount which exceeds any applicable limit specified in Internal Revenue Code Section 415.
- (11) **IRC 415, Other Limitations.** Notwithstanding any other provision of the Adoption Agreement or this Addendum to the contrary, the Plan will not accept and shall return without interest any contribution or portion of a contribution made to purchase service credit if such contribution would result in a violation of the applicable limitations established under Internal Revenue Code Section 415(b), (c), or (n) or any other provision of law or the Plan, or if it is later determined that the Participant's prior service is not eligible for purchase, and any prior service credit attributable to said contribution or portion of a contribution will be forfeited.
- (12) **Return of Contributions.** Contributions made to purchase prior service credit shall be used to fund retirement and death benefits payable under the Plan relating to such credit. Contributions shall not otherwise be refundable to the Participant or any other person, except as otherwise provided in this paragraph (12) or in Section 13.06 or 18.04 of the Master Plan Document (concerning failure to exhaust or termination of the Plan, respectively). Participants (check one):
- will not be permitted to withdraw contributions made to purchase prior service credit upon termination of employment (Participants must be vested to purchase prior service credit).

- will not be permitted to withdraw contributions made to purchase prior service credit upon termination of employment, unless they are not vested upon termination (Participants are not required to be vested to purchase prior service credit).
- will be permitted to withdraw contributions made to purchase service credit upon termination of employment, subject to the provisions of Section 13.03(c) of the Master Plan Document concerning the effect of withdrawal. For purposes of determining the amount of any refund of contributions made to purchase service credit, said contributions shall be credited with interest at [insert rate], subject to any limitations on the crediting of interest in Section 13.03(c) of the Master Plan Document.
- will be permitted to withdraw contributions made to purchase service credit upon termination of employment, subject to the following conditions for repayment (must describe):

Note: Partial withdrawal of employee contributions is not permitted. If the Participant withdraws contributions made to purchase service credit, the Participant will forfeit any and all service credit and/or benefits attributable to such purchase for all purposes.

(13) Repayment Upon Reemployment. If the Participant returns to employment with the Employer after having withdrawn his contributions made to purchase prior service credit, the Participant (check one):

- not applicable (withdrawal not permitted).
- will not be permitted to re-purchase said service credit upon reemployment.
- will be permitted to re-purchase said service credit upon reemployment, based on the actuarial cost of such service credit, taking into account the additional actuarial cost of any benefit enhancements adopted prior to reemployment pursuant to paragraph (14) below, provided that the Participant makes application for such re-purchase within [insert time limit] after reemployment and provided the

Participant effects payment for such re-purchase in accordance with and subject to the provisions of this Addendum within [insert time limit] after the application is approved.

- will be permitted to re-purchase said service credit upon reemployment, subject to the following conditions for repayment (must describe other repayment method): _____

(14) Definition of Actuarial Cost. The cost to purchase qualifying prior service credit shall be determined based upon the actuarial cost of said prior service credit. In applying the provisions of the Adoption Agreement and this Service Credit Purchase Addendum, the term "actuarial cost of prior service credit" means:

- the actuarial accrued liability relating to such prior service as determined by the GMEBS actuary and calculated using the actuarial assumptions and methods established for this purpose in the funding policy adopted by the GMEBS Board of Trustees
- Other (must specify other method of determining actuarial cost for this purpose): _____

The terms of the foregoing Service Credit Purchase Addendum to the Adoption Agreement are approved by the Mayor and Council of the City of Monroe, Georgia this _____ day of _____, 20____.

Attest:

CITY OF MONROE, GEORGIA

City Clerk

(SEAL)

Approved:

City Attorney

Mayor

The terms of the foregoing Service Credit Purchase Addendum are approved by the Board of Trustees of the Georgia Municipal Employees Benefit System.

IN WITNESS WHEREOF, the Board of Trustees of the Georgia Municipal Employees Benefit System has caused its Seal and the signatures of its duly authorized officers to be affixed this _____ day of _____, 20____.

Board of Trustees
Georgia Municipal Employees
Benefit System

(SEAL)

Secretary

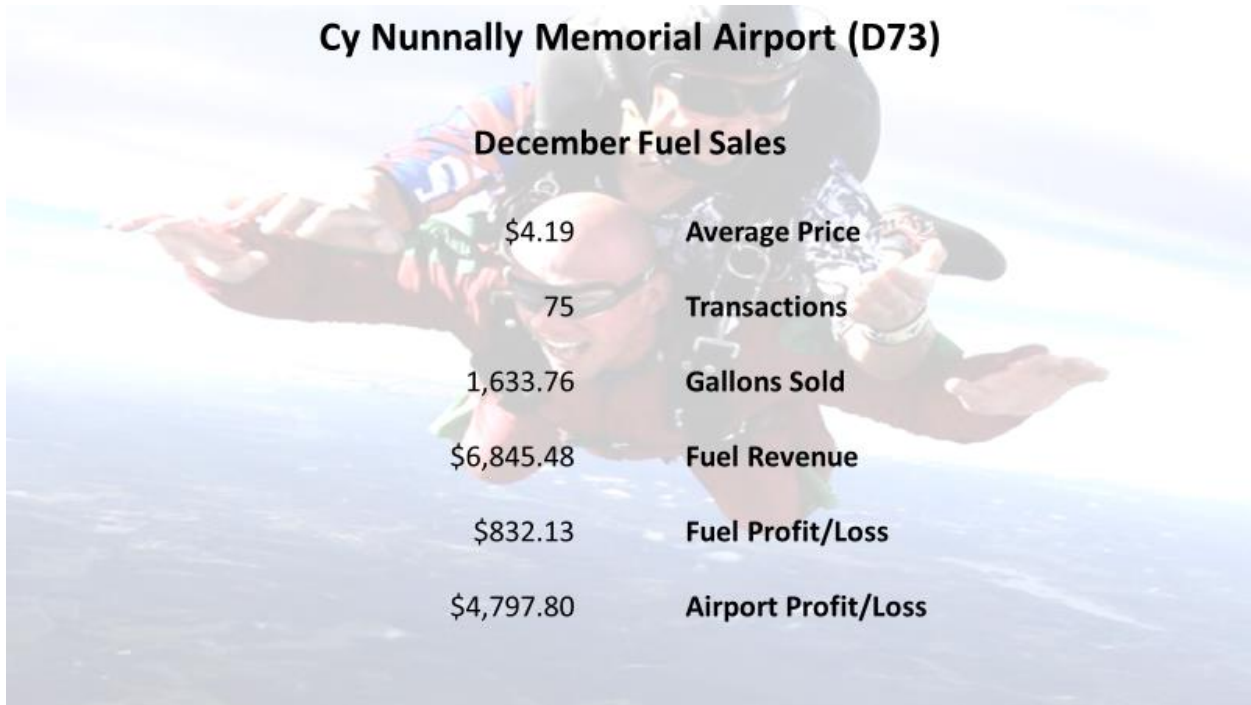
AIRPORT

MONTHLY REPORT

JANUARY 2020

	2019 January	2019 February	2019 March	2019 April	2019 May	2019 June	2019 July	2019 August	2019 September	2019 October	2019 November	2019 December	2018 December	Monthly Average	Yearly Totals
100LL AVGAS															
100LL AvGas Sale Price	\$4.39	\$4.39	\$4.39	\$4.39	\$4.29	\$4.29	\$4.19	\$4.19	\$4.19	\$4.19	\$4.19	\$4.19	\$4.39	\$4.28	
Transactions	48	36	84	117	109	91	102	100	127	93	112	75	39	87	1133
Gallons Sold	1,415.3	853.7	2,257.7	3,108.0	2,649.1	2,445.7	2,210.7	2,660.2	3,157.1	2,203.0	2,400.2	1,633.8	711.6	2,131.2	27,706.1
AvGas Revenue	\$6,213.17	\$3,568.32	\$9,911.06	\$13,636.68	\$11,364.77	\$10,492.01	\$9,263.00	\$11,146.15	\$13,228.30	\$9,230.74	\$10,056.92	\$6,845.48	\$3,123.97	\$9,083.12	\$118,080.57
AvGas Profit/Loss	\$225.74	\$130.22	\$416.11	\$1,136.91	\$726.49	\$669.55	\$989.37	\$1,193.55	\$1,419.28	\$1,127.31	\$1,229.55	\$832.13	\$106.04	\$784.79	\$10,202.25
GENERAL REVENUE/EXPENSE															
Hangar Rental	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$54,600.00
Lease Agreements	\$4,115.07	\$4,115.07	\$4,115.07	\$4,115.07	\$4,115.07	\$4,115.07	\$3,015.07	\$3,015.07	\$3,015.07	\$3,015.07	\$3,015.07	\$3,015.07	\$4,065.07	\$3,603.53	\$46,845.91
Grounds Maintenance	\$360.00	\$360.00	\$3,530.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$2,580.00	\$535.00	\$535.00	\$535.00	\$360.00	\$815.00	\$10,595.00
Buildings Maintenance	\$400.00	\$550.00	\$2,820.00	\$18,240.00	\$480.00	\$300.00	\$1,463.49	\$1,150.00	\$580.00	\$764.29	\$300.00	\$300.00	\$6,126.18	\$2,574.92	\$33,473.96
Equipment Maintenance	\$443.18	\$616.98	\$116.98	\$6,319.48	\$116.98	\$116.98	\$1,136.98	\$116.98	\$116.98	\$471.16	\$166.98	\$116.98	\$427.93	\$791.12	\$10,284.57
Airport Profit/Loss	\$5,040.22	\$4,620.89	(\$33.23)	(\$17,764.92)	(\$11,360.84)	\$5,910.22	\$2,946.55	\$4,484.22	\$3,081.33	\$4,274.51	\$5,145.22	\$4,797.80	(\$294.99)	\$834.38	\$10,846.98

PROJECTS & UPDATES



2019 FUEL SALES

Fuel sales for 2019 provided for the largest profit since the opening of the fuel farm. Total revenues were \$115,136.09 with an AvGas profit of \$10,026.33. The total profit of the AvGas fuel farm since its opening in September of 2015 is \$19,966.63 based on the sale of 129,516.23 gallons, with this number including the cost to the City of the installation of the system and all expense incurred for operation.

BASED AIRCRAFT REPORT

The based aircraft inventory report for the Cy Nunnally Memorial Airport was completed and submitted on December 13th to comply with FAA regulations. This is a yearly submitted report that factors into our grant award potential as the numbers are included in the 5010-inspection data for all non-primary NPIAS airports across the country. The current based aircraft count stands at 31 with 28 of those aircraft validated within the system.



To: Airport Committee, City Council
From: Chris Bailey, Director of Central Services
Department: Airport
Date: 12/19/2019
Subject: Runway Rehabilitation Design

Budget Account/Project Name: Runway Rehabilitation CIP

Funding Source: Runway Rehabilitation CIP / State Grant Funding

Budget Allocation: \$155,500.00

Budget Available: \$155,500.00

Requested Expense: \$76,954.06

Company of Record: GMC Network

Description:

This item is to request approval of a proposed project that includes the engineering, design, and administration for the rehabilitation of the runway for the Cy Nunnally Memorial Airport (D73). This would include all design elements for submission to GDOT for the physical construction project in FY21 of that state budget. The City would be responsible for 5% of this proposed cost of \$76,954.06, or \$3,847.70.

Background:

The City of Monroe has for the past 5-6 years has aggressively sought state and federal funding resources for the overall improvements of the Cy Nunnally Memorial Airport. These grant applications and subsequent projects all lead to longer term accomplishments and the achievement of a more viable aviation resource for the community.

Attachment(s):

- Scope of Services – 2 pages
- Cost Summary – 9 pages

Cy Nunnally Memorial Field (D73) Runway 3/21 Rehabilitation Project

Cost Summary

ELEMENT 1. PROJECT FORMULATION

Labor Subtotal	\$7,885.17
Direct Cost	\$720.60

TOTAL (Lump Sum)	\$8,605.77
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ELEMENT 2. SURVEY WORK

Labor Subtotal	\$7,111.96
Direct Cost	\$0.00

TOTAL (Lump Sum)	\$7,111.96
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ELEMENT 3. GEOTECHNICAL INVESTIGATION

Labor Subtotal	\$8,603.55
Direct Expenses	\$0.00

TOTAL (Lump Sum)	\$8,603.55
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ELEMENT 4. CONSTRUCTION PLANS

Labor Subtotal	\$34,162.97
Direct Expenses	\$0.00

TOTAL (Lump Sum)	\$34,162.97
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ELEMENT 5. CONTRACT DOCUMENTS

Labor Subtotal	\$5,889.13
Direct Expenses	\$0.00

TOTAL (Lump Sum)	\$5,889.13
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ELEMENT 6. ENGINEERS/DESIGN REPORT

Labor Subtotal	\$4,364.09
Direct Expenses	\$100.00

TOTAL (Lump Sum)	\$4,464.09
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ELEMENT 7. DBE PLAN

Labor Subtotal	\$0.00
Direct Expenses	\$0.00

TOTAL (Lump Sum)	\$0.00
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ELEMENT 8. COORDINATION, REVIEW AND COMMENTS

Labor Subtotal	\$5,145.99
Direct Expenses	\$2,970.60

TOTAL (Lump Sum)	\$8,116.59
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ENGINEERING DESIGN TOTAL	<u><u>\$76,954.06</u></u>
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PROJECT FORMULATION

Element 1	Hourly Breakdown													Total Man Hours	Labor Cost
	Principal	Senior Engineer	Project Manager	Engineer I	Senior Designer	Environmental Engineer	Inspector	CADD Technician I	Administrative	PLS/Survey Manager	Survey Crew Chief	Instrument Man	Rodman		
	\$ 217.74	\$ 171.04	\$ 128.04	\$ 118.50	\$ 79.86	\$ 120.77	\$ 63.40	\$ 64.91	\$ 69.44	\$ 103.10	\$ 65.30	\$ 65.46	\$ 51.36		
Prepare Application and CIP	1		1											2	\$ 345.79
Preparation of work scope and fees	3	5	3											11	\$ 1,892.54
Site Visit(s) and Meetings	12	6	6											24	\$ 4,407.38
7460	2		4											6	\$ 947.66
CatEx		1				1								2	\$ 291.80
															\$ -
<i>Use below if subconsultant preforms this task and not above</i>															\$ -
<i>Subconsultant's Rates -----></i>															\$ -
														0	\$ -
Coordination and Admin. For subconsultant (no hours, percentage)															\$ -
LABOR TOTAL	18	12	14	0	0	1	0	0	0	0	0	0	0	45	\$ 7,885.17

SURVEY WORK - Design Surveys

Element 2	Hourly Breakdown												Total Man Hours	Labor Cost
	Principal	Senior Engineer	Project Manager	Engineer I	Senior Designer	Environmental Engineer	Inspector	CADD Technician I	Administrative	PLS/Survey Manager	Survey Crew Chief	Instrument Man		
Field Survey Work	\$ 217.74	\$ 171.04	\$ 128.04	\$ 118.50	\$ 79.86	\$ 120.77	\$ 63.40	\$ 64.91	\$ 69.44	\$ 103.10	\$ 65.30	\$ 65.46	80	\$ 5,230.41
Office Preparation								12	4	8	40	40	24	\$ 1,881.55
<i>Use below if subconsultant preforms this task and not above</i>														\$ -
<i>Subconsultant's Rates -----></i>														\$ -
Office Preparation													0	\$ -
Coordination and Admin. For subconsultant (no hours, percentage)													0	\$ -
LABOR TOTAL	0	0	0	0	0	0	0	12	4	8	40	40	104	\$ 7,111.96
DIRECT EXPENSES														
Mileage (9 trips -200 mi @ 0.545 per mile)														981
														\$ 981.00
LABOR TOTAL	0	0	0	0	0	0	0	12	4	8	40	40	104	\$ 8,092.96

GEOTECHNICAL INVESTIGATION

Element 3	Hourly Breakdown												Total Man Hours	Labor Cost	
	Principal	Senior Engineer	Project Manager	Engineer I	Senior Designer	Environmental Engineer	Inspector	CADD Technician I	Administrative	PLS/Survey Manager	Survey Crew Chief	Instrument Man			Rodman
	\$ 217.74	\$ 171.04	\$ 128.04	\$ 118.50	\$ 79.86	\$ 120.77	\$ 63.40	\$ 64.91	\$ 69.44	\$ 103.10	\$ 65.30	\$ 65.46			\$ 51.36
Complete Surface Investigation - 5 cores/bores, milling, and crack repair, including Summary of Findings Report	1	8	24				8		2					43	\$ 5,305.16
Pavement Design		6	4											10	\$ 1,538.39
<i>Use below if subconsultant performs this task and not above</i>															\$ -
<i>Subconsultant's Rates -----></i>															\$ -
Premier Drilling															\$ 1,760.00
Coordination and Admin. For subconsultant (no hours, percentage)															\$ -
LABOR TOTAL	1	14	28	0	0	0	8	0	2	0	0	0	0	53	\$ 8,603.55

CONSTRUCTION PLANS

Element 4	Hourly Breakdown													Total Man Hours	Labor Cost
	Principal	Senior Engineer	Project Manager	Engineer I	Senior Designer	Environmental Engineer	Inspector	CADD Technician I	Administrative	PLS/Survey Manager	Survey Crew Chief	Instrument Man	Rodman		
	\$ 217.74	\$ 171.04	\$ 128.04	\$ 118.50	\$ 79.86	\$120.77	\$ 63.40	\$ 64.91	\$ 69.44	\$ 103.10	\$ 65.30	\$ 65.46	\$ 51.36		
Cover Sheet, Schedule of Quantities, Safety Plan and Safety/General Notes	2	11	7	7	7									34	\$ 4,601.70
Demolition, Clearing, and Clearing Grubbing Plan	1	7	4		14									26	\$ 3,045.17
Construction Sequence Plan (If Applicable)	1	11	1		1									14	\$ 2,307.04
Project Layout Plan, Staking Plan and/or Plan & Profile	1	15	11	2	9									38	\$ 5,147.47
Grading Plan and/or Cross Sections	3	18	14		35									70	\$ 8,319.47
Drainage Plan, Drainage Details, Utility Plan, and Utility Details														0	\$ -
Fencing Plan and Details														0	\$ -
Typical Sections and Paving Details	1	9	3		11									24	\$ 3,019.62
Erosion Control Plans, Notes and Details	1	11	4	8	14									38	\$ 4,677.33
Marking Plan, Marking Details, Tie Down Plan and Tie Down Details	1	7	4		14									26	\$ 3,045.17
Electrical Plans and Electrical Details														0	\$ -
Fuel Farm Plan and Fuel Farm Details														0	\$ -
<i>Use below if subconsultant preforms this task and not above</i>															
Subconsultant's Rates ----->															
Coordination and Admin. For subconsultant (no hours, percentage)															
LABOR TOTAL	11	89	48	17	105	0	0	0	0	0	0	0	0	270	\$ 34,162.97

NOTE: ALL MAN HOURS FOR QA/QC AND STAFF MEETINGS SHALL BE INCLUDED IN THE ABOVE ITEMS

Contract Documents to include Advertisement, Bid Documents, Bond Requirements, Federal Provisions, General Conditions, Technical Specifications, Special Conditions and Engineers Estimate.

Element 5	Hourly Breakdown													Total Man Hours	Labor Cost
	Principal	Senior Engineer	Project Manager	Engineer I	Senior Designer	Environmental Engineer	Inspector	CADD Technician I	Administrative	PLS/Survey Manager	Survey Crew Chief	Instrument Man	Rodman		
	\$ 217.74	\$ 171.04	\$ 128.04	\$ 118.50	\$ 79.86	\$ 120.77	\$ 63.40	\$ 64.91	\$ 69.44	\$ 103.10	\$ 65.30	\$ 65.46	\$ 51.36		
Contract Documents to include Advertisement, Bid Documents, Bond Requirements, Federal Provisions, General Conditions, Technical Specifications, Special Conditions and Engineers Estimate. <i>Use below if subconsultant preforms this task and not above</i>	2	18	4	4					20					48	\$ 5,889.13
<i>Subconsultant's Rates ----></i>															
LABOR TOTAL	2	18	4	4	0	0	0	0	20	0	0	0	0	48	\$ 5,889.13

NOTE: ALL MAN HOURS FOR QA/QC AND STAFF MEETINGS SHALL BE INCLUDED IN THE ABOVE ITEMS

ENGINEER'S/DESIGN REPORT

Element 6	Hourly Breakdown													Total Man Hours	Labor Cost
	Principal	Senior Engineer	Project Manager	Engineer I	Senior Designer	Environmental Engineer	Inspector	CADD Technician I	Administrative	PLS/Survey Manager	Survey Crew Chief	Instrument Man	Rodman		
	\$ 217.74	\$ 171.04	\$ 128.04	\$ 118.50	\$ 79.86	\$ 120.77	\$ 63.40	\$ 64.91	\$ 69.44	\$ 103.10	\$ 65.30	\$ 65.46	\$ 51.36		
Engineer's Report to include description of project, discussion of design decisions, copy of design calculations and copy of geotechnical report	1	18	4						8					31	\$ 4,364.09
LABOR TOTAL	1	18	4	0	0	0	0	0	8	0	0	0	0	31	\$ 4,364.09

DBE PLAN

Element 7	Hourly Breakdown													Total Man Hours	Labor Cost
	Principal	Senior Engineer	Project Manager	Engineer I	Senior Designer	Environmental Engineer	Inspector	CADD Technician I	Administrative	PLS/Survey Manager	Survey Crew Chief	Instrument Man	Rodman		
	\$ 217.74	\$ 171.04	\$ 128.04	\$ 118.50	\$ 79.86	\$ 120.77	\$ 63.40	\$ 64.91	\$ 69.44	\$ 103.10	\$ 65.30	\$ 65.46	\$ 51.36		
DBE Plan or Update				0										0	\$ -
<i>Use below if subconsultant preforms this task and not above</i>															
<i>Subconsultant's Rates -----></i>															
DBE Plan or Update														0	
Coordination and Admin. For subconsultant (no hours, percentage)															\$ -
LABOR TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -

COORDINATION, REVIEW AND COMMENTS

Element 8	Hourly Breakdown													Total Man Hours	Labor Cost
	Principal	Senior Engineer	Project Manager	Engineer I	Senior Designer	Environmental Engineer	Inspector	CADD Technician I	Administrative	PLS/Survey Manager	Survey Crew Chief	Instrument Man	Rodman		
	\$ 217.74	\$ 171.04	\$ 128.04	\$ 118.50	\$ 79.86	\$ 120.77	\$ 63.40	\$ 64.91	\$ 69.44	\$ 103.10	\$ 65.30	\$ 65.46	\$ 51.36		
Provide one set of plans and contract documents to GDOT for review, Revise plans and contract documents per GDOT review comments and one (1) electronic copy of the final plan/specs set to GDOT	2	4		4	12				4					26	\$ 2,829.69
95% review meeting		8		8										16	\$ 2,316.31
LABOR TOTAL	2	4	0	4	12	0	0	0	4	0	0	0	0	42	\$ 5,145.99

EXHIBIT A

SCOPE OF SERVICES

**ENGINEERING DESIGN SERVICES FOR
RUNWAY 3/21 REHABILITATION**

**GDOT Project Number APXXX-XXXX-XX (XXX) Walton County
PID-TXXXXXX**

The City of Monroe will provide engineering design services for the following construction project at the Cy Nunnally Memorial Airport:

1. Runway pavement rehabilitation for the primary runway, Runway 3/21.

The Engineering Design Services will consist of the preparation of construction drawings and specifications necessary to complete the project, as well as the necessary documents to advertise for bids, receive construction proposals, and award construction contract. The design services will include the following elements of work:

- **Element 1 – Project Formulation** will include the preparation of work scope, fees, predesign/scoping meeting with GDOT, preliminary project evaluation, and funding assistance documentation including categorical exclusion and applications, and submittal of 7460 and Construction Safety Phasing Plan to FAA for preliminary airspace review.
- **Element 2 – Topographic Survey Work** will complete topographic survey of the project area necessary for design of project to include base line survey, cross section survey, etc., as required and approved by the OWNER and necessary to prepare detailed plans according to the current FAA Advisory Circulars.
- **Element 3 – Geotechnical Investigation** will include the review of the site within the project area, acquiring and analysis of 5 core locations along the runway, acquiring and analysis of 5 bore locations along the runway, and proposal of rehabilitation methods.
- **Element 4 – Construction Plans** will consist of:
 1. Cover Sheet listing the name of the airport, description of the project, vicinity and location maps, project number, and index of drawings.
 2. Legend, Abbreviations and Quantities with item number, specification numbers, description of work item, unit and quantity.
 3. Construction Safety and Phasing Plan Layout and General Notes
 4. Construction Sequence Plan
 5. Existing Conditions
 6. Project Layout Plan and Staking Plan
 7. Demolition Plan, Demolition Notes
 8. Erosion and Sediment Control Details Plan, Notes and Details
 9. Marking Plan and Marking Details
 10. Grading and Paving Plan
 11. Pavement Typical Sections

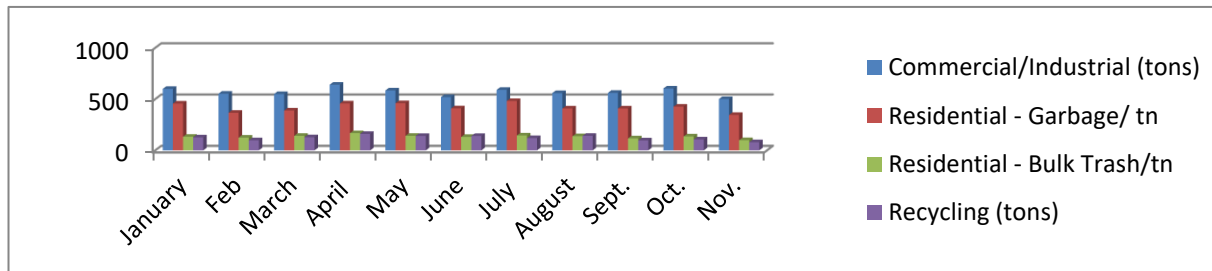
- **Element 5 – Contract Document(s)** including the advertisement for bids, instructions to bidders, bid documents, contract documents, bid bond, performance bond, payment bond, and Federal Aviation Administration (FAA) and/or Georgia Department of Transportation (GDOT) specifications to include GDOT Special Provisions to published specifications. This element shall include preparation of an engineering cost estimate for the project.
- **Element 6 – Engineers/Design Report** will include a detailed description of the project construction, design calculations, and discussion of rationale for design decisions.
- **Element 7 – DBE Plan** is not included in this proposal.
- **Element 8 - Coordination, Review and Comments** will submit plans and specifications to GDOT and address comments as follows:
 1. Provide one electronic set of plans and specifications to GDOT for initial review.
 2. Respond to GDOT comments and resubmit.
 3. Provide one (1) electronic copy of the final plan in AutoCAD format to GDOT
 4. Provide one (1) electronic copy of the final plan in PDF format to GDOT
 5. 95% review meeting with GDOT and Sponsor to finalize plans and determine construction schedule.

Bidding and permitting services will be completed in a future phase of this project and are not included in this scope of work.



**SOLID WASTE
DEPARTMENT
MONTHLY REPORT
JANUARY
2020**

2019	January	Feb	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.
Commercial/Industrial (tons)	599.77	552.04	549.42	639.85	583.96	520.14	589.84	558.3	560.67	603.19	500.42	
Residential - Garbage/ tn	456.88	366.84	388.51	457.5	459.59	409.35	481.74	408.24	408.65	425.94	345.52	
Residential - Bulk Trash/tn	132.8	123.8	141.79	167.89	141.87	130.8	144.77	137.72	116.93	135.53	99.04	
Recycling (tons)	126.37	98.29	127.87	159.93	140.35	140.45	118.97	141.23	96.74	106.04	79.04	
Transfer Station (tons)	6,756.57	6,251.41	6,489.26	6,782.83	7,044.25	6,757.18	7,235.32	7,250.86	5,965.59	7,128.74	6,611.85	
Customers (TS)	15	14	15	15	14	16	15	16		14	15	
Sweeper debris (tons)	5.48	5.25	2.59	36.71	36.69	50.07	21.2	33.79	22.13	2.8	9.65	
Storm drain debris (tons)	1.08	0.19				0.34		0.1		0.56	0.38	
	January	Feb	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.
Recycling - Yard Trim (tons)	80.2	63.66	89.98	107.96	95.25	106.36	79.69	85.87	63.91	64.22	49.46	
Recycling - Curbside (tons)	17.41	12.92	12.67	15.64	15.9	14.62	17.32	16.96	12.04	16.33	14.56	
Recycling - Cardboard (tons)	16.64	17.21	12.61	13.77	15.81	14.73	17.22	15.08	13.62	17.66	13.64	
Recycling - Scrap Metal (tons)	8.32		9.5		8.19			20	4.69	2.67		
Recycling - Scrap tires (tons)	184 (3.80)	218 (4.50)	151 (3.11)	1,094 (22.56)	252 (5.20)	230 (4.74)	230 (4.74)	161 (3.32)	120 (2.48)	250 (5.16)	67(1.38)	
Recycling - C & D (tons)			2.68									
Garbage carts (each)	64	23	36	65	67	81	105	40	21	81	75	
Recycling bins (each)	12	12	22	23	22	38	22	35	24	21	27	
Dumpsters (each)	6	7	4		6	6	4	3	3	1		
Lids (each)	1									1		
Cemetery Permits	5		6	3	9	5	5	8	5	5	5	



Note:

944.98 tons of trash /garbage collected and disposed.

79.04 tons of recycled materials collected, including scrap tires.

ITEMS OF INTEREST

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

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

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

Project List: ***Active!***

- Drainage: Re-direct surface water into our water treatment system.
Project at 95% complete.
- Repair/Resurface concrete tipping floor: ***Project re-scheduled for completion by the end of 1 Qtr. of 2020.***
- Welding: Extend metal plate on the right inside push wall and the back-plate wall, inside the lower floor.

- II. Transfer Station tonnage report: Deposited 6,611.85 tons for November. An increase of 838.95 tons compared to Nov. 2018. The extended hours on Friday, generated a surplus of \$3,5223.93 for November. YTD total as of 12/13/2019 at \$45,257.23

Dps



**STREETS AND
TRANSPORTATION
DEPARTMENT
MONTHLY REPORT
JANUARY
2020**

Public Works Administration

November 2019

	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
Calls received	628	554	670	795	717	610	656	559	579	516	623		6907
Work orders received	93	66	107	129	137	137	103	100	78	112	108		1170
Work orders completed	86	56	99	120	124	122	97	92	70	100	93		1059
Rental community building -													
Small room	1	1	3	2	3	2	3	1	2	1	5		24
Large room	3	1	2	7	2	1	2	3	1		2		24
Auditorium		1	1	1	2		3		1		2		11
Whole building					1	1	1			2	1		6
Permits received/approved -													
Parade								1	1	1			3
Procession			1										1
Public demonstration													0
Assembly	2	1	3	13		4		1	1	1	3		29
Picket													0
Road race	3	1	1	2					1				8

Fleet Maintenance Division

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

Department	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
Airport										1			1
City Hall													0
Code		1		1				3	1		1		7
Electric/Cable	3	1	2	3	2	4	2	5	7	3	2		34
Finance													0
Fire	3	1	3	1	2	5	6	3	1	3	5		33
Gas/Water/Sewer	3	3	7	1	5	2	2	3	2	1	2		31
GUTA		1		1		1		1					4
Meter Readers		1	2	2	2	3		2	3	2	1		18
Motor Pool													0
Police	18	12	21	19	22	15	24	17	18	18	21		205
Public Works	38	30	37	33	35	27	35	41	29	34	18		357
TOTAL	65	50	72	61	68	57	69	75	61	62	50	0	690

Street Division

*The right of way crew picked up litter and mowed. Crews have also completed road repairs and asphalt patching. In addition, crews installed the holiday lights in Childers Park.

Sign & Marking Division

- General maintenance:

	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
Signs repaired	3	3	5	12	4	3	10	5	5	11	8		69
Signs replaced	3	6	9	11			2	10	4	4	4		53
Sign post replaced/installed	8	9	4	9	12	20	11	4	9	5	10		101
New signs	25	16	18	28	17	18	9	17	21	18	24		211
Signs cleaned	8	6	8	6	7	5	12	11	9	8	15		95
Signs installed (new)	8	6	1	7	11	11	8	4	8	4	21		89
City emblems installed											2		2
In-lane pedestrian signs	2												2
Banners	3	7	5	12	10	1	9	6	6	7	3		69
Compaction Test													0
Traffic Studies		2	4		2	3	2	2	3	3	4		25
Parking Lot Striped			1			1			1	1	1		5
Speed hump installed								1	1	1			3
Crosswalk installed													0
Stop bars installed	4	1		12	5	28			8	7			65
Airport Maint.						7	8	9	6	8	9		47
Handicap Marking						2							2
Curb Striped						5							5
TOTAL	64	56	55	97	68	104	71	69	81	77	101	0	843



ELECTRIC & TELECOM
DEPARTMENT
MONTHLY REPORT
JANUARY

Items of interest

1. Spring St project underway
2. Stone Creek phase 2 90% complete
3. New Channels launching.

**ELECTRIC:
MONTHLY DIRECTOR'S REPORT**

REPORTING PERIOD: 11/2019 | FY 2019



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

CITY OF MONROE: ELECTRIC FUND OVERVIEW

	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	FY 2019	AS BUDGET	FY 2018
REVENUES	\$ 1.877M	\$ 1.736M	\$ 1.794M	\$ 1.500M	\$ 1.531M	\$ 1.927M	\$ 1.885M	\$ 2.127M	\$ 2.080M	\$ 2.233M	\$ 1.503M		\$ 20.194M	\$ 17.381M	\$ 17.594M
PERSONNEL COSTS	\$ 0.077M	\$ 0.112M	\$ 0.105M	\$ 0.096M	\$ 0.153M	\$ 0.103M	\$ 0.120M	\$ 0.101M	\$ 0.106M	\$ 0.100M	\$ 0.159M		\$ 1.233M	\$ 1.106M	\$ 1.092M
CONTRACTED SVC	\$ 0.026M	\$ 0.037M	\$ 0.074M	\$ 0.047M	\$ 0.053M	\$ 0.076M	\$ 0.030M	\$ 0.032M	\$ 0.051M	\$ 0.043M	\$ 0.062M		\$ 0.531M	\$ 0.527M	\$ 0.544M
SUPPLIES	\$ 1.110M	\$ 1.157M	\$ 1.123M	\$ 1.112M	\$ 0.992M	\$ 1.125M	\$ 1.150M	\$ 1.211M	\$ 1.219M	\$ 1.204M	\$ 1.056M		\$ 12.458M	\$ 11.223M	\$ 12.154M
CAPITAL OUTLAY	\$ -	\$ 0.024M	\$ 0.098M	\$ 0.045M	\$ 0.000M	\$ 0.245M	\$ 0.003M	\$ 0.004M	\$ -	\$ 0.047M	\$ 0.082M		\$ 0.548M	\$ -	\$ 0.375M
DEPRECIATION	\$ 0.024M	\$ 0.024M	\$ 0.024M	\$ 0.024M	\$ 0.024M	\$ 0.024M	\$ 0.024M	\$ 0.024M	\$ 0.024M	\$ 0.024M	\$ 0.288M		\$ 0.529M	\$ 0.485M	\$ 0.266M
EXPENSES	\$ 1.238M	\$ 1.355M	\$ 1.424M	\$ 1.324M	\$ 1.223M	\$ 1.572M	\$ 1.328M	\$ 1.371M	\$ 1.400M	\$ 1.419M	\$ 1.648M		\$ 15.300M	\$ 13.341M	\$ 14.430M
FUND TRANSFERS	\$ 0.362M	\$ 0.426M	\$ 0.420M	\$ 0.394M	\$ 0.440M	\$ 0.397M	\$ 0.394M	\$ 0.476M	\$ 0.485M	\$ 0.301M	\$ 0.476M		\$ 4.569M	\$ 4.396M	\$ 2.309M
MARGIN W/O TRANSFERS	\$ 0.639M	\$ 0.381M	\$ 0.370M	\$ 0.177M	\$ 0.309M	\$ 0.355M	\$ 0.557M	\$ 0.756M	\$ 0.680M	\$ 0.815M	\$ (0.145M)	\$ -	\$ 4.893M		\$ 5.473M
MARGIN W/ TRANSFER	\$ 0.277M	\$ (0.045M)	\$ (0.051M)	\$ (0.217M)	\$ (0.131M)	\$ (0.042M)	\$ 0.163M	\$ 0.280M	\$ 0.196M	\$ 0.513M	\$ (0.621M)	\$ -	\$ 0.324M	\$ 4.040M	\$ 3.164M
MCT CREDIT/YES	\$ 0.175M	\$ 0.100M	\$ 0.100M	\$ 0.100M	\$ 0.376M	\$ 0.100M	\$ 0.100M	\$ 0.100M	\$ 0.100M	\$ 0.100M	\$ 0.100M	\$ -	\$ 1.451M	\$ 0.400M	\$ (1.933M)

*Year End Settlement excluded due to fluctuations year to year.

12-MO
PURCHASED
KWH's



12-MO
RETAIL
KWH's



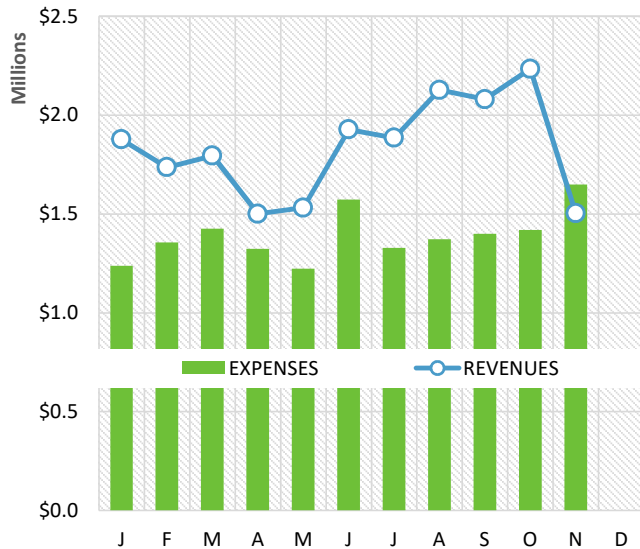
12-MO LINE
LOSS

3.34%

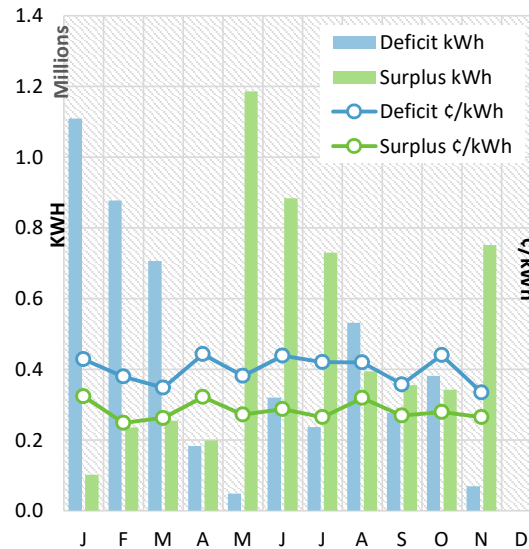
12-MO
WHOLESALE
¢/kWh

8.261

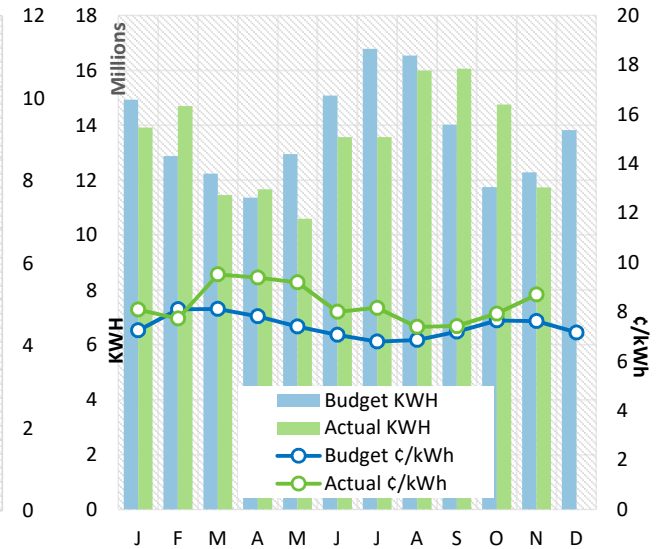
REVENUES vs. EXPENSES



DEFICIT PURCHASES vs. SURPLUS SALES



MEAG BUDGET vs. ACTUAL



RETAIL SALES REPORT

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

CUSTOMER COUNT

Residential	5,525	5,450	5,751	5,457	5,463	5,426	5,445	5,537	5,577	5,601	5,570
Commercial	882	876	878	875	864	880	853	867	864	855	854
Industrial	1	1	1	1	1	1	1	1	1	1	1
City	41	39	41	42	42	43	49	49	48	48	48
Total	6,449	6,366	6,671	6,375	6,370	6,350	6,348	6,454	6,490	6,505	6,473

Year-Over-Year Δ 1.61% 0.89% 5.94% 0.97% 0.93% 0.16% 0.81% 1.75% 2.32% 2.22% 2.63%

KWH

Residential	7.241M	7.401M	6.785M	5.429M	4.676M	5.248M	6.271M	6.999M	7.148M	6.653M	4.956M
Commercial	5.079M	4.861M	5.199M	4.525M	4.820M	5.730M	5.856M	6.905M	6.891M	6.921M	5.433M
Industrial	0.506M	0.513M	0.555M	0.454M	0.548M	0.488M	0.519M	0.573M	0.559M	0.602M	0.559M
City	0.459M	0.404M	0.432M	0.412M	0.420M	0.476M	0.460M	0.487M	0.448M	0.491M	0.400M
Total	13.286M	13.179M	12.971M	10.820M	10.464M	11.942M	13.106M	14.964M	15.045M	14.666M	11.347M

Year-Over-Year Δ 0.98% -14.32% -0.51% -4.80% -4.30% 3.81% -3.55% 1.11% 0.40% 2.32% -7.36%

REVENUE

Residential	\$ 0.917M	\$ 0.858M	\$ 0.793M	\$ 0.653M	\$ 0.650M	\$ 0.733M	\$ 0.884M	\$ 0.992M	\$ 1.014M	\$ 0.939M	\$ 0.596M
Commercial	\$ 0.751M	\$ 0.673M	\$ 0.702M	\$ 0.637M	\$ 0.671M	\$ 0.756M	\$ 0.777M	\$ 0.891M	\$ 0.872M	\$ 0.879M	\$ 0.704M
Industrial	\$ 0.060M	\$ 0.055M	\$ 0.058M	\$ 0.050M	\$ 0.057M	\$ 0.053M	\$ 0.067M	\$ 0.071M	\$ 0.070M	\$ 0.073M	\$ 0.054M
Other	\$ 0.001M	\$ 0.004M	\$ 0.001M	\$ 0.001M	\$ 0.003M	\$ 0.001M	\$ 0.001M	\$ 0.002M	\$ 0.000M	\$ 0.000M	\$ 0.000M
City	\$ 0.053M	\$ 0.042M	\$ 0.045M	\$ 0.043M	\$ 0.044M	\$ 0.050M	\$ 0.048M	\$ 0.051M	\$ 0.047M	\$ 0.051M	\$ 0.041M
Total	\$ 1.781M	\$ 1.632M	\$ 1.599M	\$ 1.384M	\$ 1.425M	\$ 1.592M	\$ 1.777M	\$ 2.007M	\$ 2.002M	\$ 1.942M	\$ 1.395M

Year-Over-Year Δ 21.51% 1.22% 7.52% -0.30% -0.62% 10.74% 5.02% 7.50% 6.14% 5.04% -15.52%

SALES STATISTICS

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

AVERAGE KWH/CUSTOMER

Residential	1,311	1,358	1,180	995	856	967	1,152	1,264	1,282	1,188	890	1,131
Commercial	5,758	5,549	5,922	5,171	5,579	6,511	6,865	7,964	7,976	8,094	6,361	6,523
Industrial	506,400	512,800	554,560	454,240	547,520	487,680	518,595	572,960	558,720	602,298	558,872	534,059
City	11,206	10,370	10,544	9,820	10,007	11,081	9,392	9,943	9,323	10,223	8,326	10,021

AVERAGE \$/CUSTOMER

Residential	\$166	\$157	\$138	\$120	\$119	\$135	\$162	\$179	\$182	\$168	\$107	\$148
Commercial	\$851	\$768	\$800	\$728	\$777	\$859	\$911	\$1,028	\$1,009	\$1,028	\$824	\$871
Industrial	\$59,825	\$54,722	\$57,770	\$50,447	\$57,256	\$52,730	\$67,066	\$71,129	\$69,638	\$72,755	\$54,423	\$60,706
City	\$1,300	\$1,089	\$1,107	\$1,031	\$1,051	\$1,163	\$983	\$1,044	\$979	\$1,071	\$855	\$1,061

AVERAGE \$/KWH

Residential	\$0.1266	\$0.1159	\$0.1169	\$0.1203	\$0.1390	\$0.1397	\$0.1409	\$0.1417	\$0.1418	\$0.1411	\$0.1202	\$0.1313
Commercial	\$0.1478	\$0.1384	\$0.1350	\$0.1408	\$0.1393	\$0.1319	\$0.1327	\$0.1291	\$0.1265	\$0.1270	\$0.1296	\$0.1344
Industrial	\$0.1181	\$0.1067	\$0.1042	\$0.1111	\$0.1046	\$0.1081	\$0.1293	\$0.1241	\$0.1246	\$0.1208	\$0.0974	\$0.1136
City	\$0.1160	\$0.1050	\$0.1050	\$0.1050	\$0.1050	\$0.1050	\$0.1047	\$0.1050	\$0.1050	\$0.1047	\$0.1027	\$0.1057
Average	\$0.1271	\$0.1165	\$0.1153	\$0.1193	\$0.1220	\$0.1212	\$0.1269	\$0.1250	\$0.1245	\$0.1234	\$0.1125	\$0.1212

	Nov 2019	Nov 2018	FY2019 YTD	FY2018 YTD	12-MONTH
POWER SUPPLY COSTS					
MEAG Project Power	\$ 818,743	\$ 890,107	\$ 9,686,788	\$ 10,073,452	\$ 10,582,861
Transmission	90,005	79,853	1,069,996	980,141	1,153,857
Supplemental	53,685	45,334	741,685	1,049,894	805,565
SEPA	56,329	44,082	656,042	569,489	704,632
Other Adjustments	898	861	9,842	9,399	10,703
TOTAL POWER SUPPLY COSTS	\$ 1,019,660	\$ 1,060,237	\$ 12,164,353	\$ 12,682,375	\$ 13,257,618
AS BUDGET	935,975	985,156	11,141,759	11,418,142	12,150,685
% ACTUAL TO BUDGET	108.94%	107.62%	109.18%	111.07%	109.11%

PEAKS & ENERGY

Peaks (KW)

Coincident Peak (CP)	31,714	28,795	34,831	36,151	34,831
Non-Coincident Peak (NCP)	32,387	28,963	35,441	36,256	35,441
CP (BUDGET)	25,993	26,292	34,449	35,013	34,449
NCP (BUDGET)	26,614	26,920	35,241	35,722	35,241

Energy (KWH)

MEAG Energy	10,684,897	11,333,824	122,828,068	126,508,012	133,403,233
Supplemental Purchases (or sales)	133,192	42,360	8,094,882	13,013,438	8,688,966
SEPA Energy	909,738	831,691	17,008,351	10,967,297	18,395,853
Total Energy (KWH)	11,727,827	12,207,875	147,931,301	150,488,747	160,488,052
AS BUDGET	12,277,000	12,534,000	150,761,000	152,175,000	164,535,000
% ACTUAL TO BUDGET	95.53%	97.40%	98.12%	98.89%	97.54%

CP Load Factor	51.36%	58.88%	48.48%	47.52%	52.60%
NCP Load Factor	50.29%	58.54%	47.65%	47.38%	51.69%
% Supplemental	1.14%	0.35%	5.47%	8.65%	5.41%

UNIT COSTS (¢/kWh)

Bulk Power	8.7833	8.7897	8.5816	8.5395	8.6275
Supplemental	40.3063	107.0203	9.1624	8.0678	9.2711
SEPA Energy	6.1918	5.3003	3.8572	5.1926	3.8304
MEAG Total	8.6944	8.6849	8.2230	8.4275	8.2608

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

Nov 2019

Nov 2018

FY2019 YTD

FY2018 YTD

SALES REVENUES

ELECTRIC SALES	\$ 1,347,111	\$ 1,617,168	\$ 18,483,971	\$ 16,185,059	\$ 21,502,931
SALES REVENUES (ACTUAL)	\$ 1,347,111	\$ 1,617,168	\$ 18,483,971	\$ 16,185,059	\$ 21,502,931
AS BUDGET	\$ 1,508,333	\$ 1,510,794	\$ 1,508,333	\$ 1,510,794	Not Applicable
% ACTUAL TO BUDGET	89.31%	107.04%	1225.46%	1071.29%	Not Applicable

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

OTHER REVENUES

OP REVENUE	34,153	34,363	384,688	352,649	527,852
FEDERAL GRANT	-	-	-	-	-
MISC REVENUE	50	105,601	34,969	126,249	34,969
CONTRIBUTED CAPITAL	-	-	212,084	109,380	212,084
SALE OF FIXED ASSETS	-	261	-	261	-
REIMB DAMAGED PROPERTY	-	-	10,299	14,484	10,299
CUST ACCT FEES	-	-	-	-	-
OTHER REV	-	-	-	-	-
ADMIN ALLOC	38,869	51,963	575,061	431,408	649,111
INT/INVEST INCOME	-	-	-	-	-
STATE GRANTS	-	-	-	-	-
SALE OF RECYCLED MATERIALS	-	-	159	-	159
OTHER REVENUES (ACTUAL)	\$ 73,072	\$ 192,188	\$ 1,217,259	\$ 1,034,431	\$ 1,434,473
AS BUDGET	\$ 71,796	\$ 62,179	\$ 789,760	\$ 683,970	Not Applicable
% ACTUAL TO BUDGET	101.78%	309.09%	154.13%	151.24%	Not Applicable

TRANSFER

Transfer From CIP	82,430	32,692	492,454	374,614	627,532
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TOTAL REVENUES (ACTUAL)	\$ 1,502,613	\$ 1,842,048	\$ 20,193,685	\$ 17,594,104	\$ 23,564,936
AS BUDGET	\$ 1,580,130	\$ 1,572,973	\$ 17,381,426	\$ 17,302,706	Not Applicable
% ACTUAL TO BUDGET	95.09%	117.11%	116.18%	101.68%	Not Applicable

MCT CREDIT/YES	\$ 100,000	\$ 175,093	\$ 1,450,999	\$ 2,455,938	\$ 1,626,092
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Note on MEAG MCI: excluded from revenues as it is a restricted account.

	Nov 2019	Nov 2018	FY2019 YTD	FY2018 YTD	
PERSONNEL					
Compensation	\$ 128,111	\$ 153,190	\$ 925,947	\$ 878,169	\$ 1,013,479
Benefits	31,082	27,220	307,354	213,657	370,376
PERSONNEL (ACTUAL)	\$ 159,193	\$ 180,410	\$ 1,233,301	\$ 1,091,826	\$ 1,383,854
AS BUDGET	\$ 100,508	\$ 99,643	\$ 1,105,588	\$ 1,096,075	Not Applicable
% ACTUAL TO BUDGET	158.39%	181.06%	111.55%	99.61%	Not Applicable

CONTRACTED SERVICES

Consulting	\$ -	\$ -	\$ 701	\$ 1,828	\$ 701
Landfill Fees	-	110	-	110	-
Holiday Event	-	-	4,677	-	4,985
Maintenance Contracts	310	162	5,109	6,762	5,436
Rents/Leases	501	1,092	4,878	8,614	19,552
Repairs & Maintenance (Outside)	5,079	-	55,603	60,862	66,818
Landfill Fees	-	-	-	-	-
Other Contract Svcs	-	-	-	-	-
Comm Svcs	1,853	908	16,368	19,947	18,147
Postage	33	-	176	-	176
Public Relations	120	-	720	441	720
Mkt Expense	-	-	25,701	30,480	26,535
Printing	-	-	-	-	-
Dues & Sub	-	-	-	-	-
Travel	2,478	275	8,088	3,880	8,814
Vehicle Tag & Title Fee	-	-	24	-	42
Ga Dept Rev Fee	-	-	900	800	900
Fees	-	-	300	236	300
Training & Ed	-	-	3,039	8,922	3,307
Contract Labor	51,735	16,730	404,071	400,455	420,801
Shipping/Freight	20	-	790	208	859
CONTRACTED SERVICES (ACTUAL)	\$ 62,129	\$ 19,277	\$ 531,233	\$ 543,546	\$ 578,180
AS BUDGET	\$ 47,923	\$ 38,367	\$ 527,157	\$ 422,033	Not Applicable
% ACTUAL TO BUDGET	129.64%	50.24%	100.77%	128.79%	Not Applicable

SUPPLIES

Office Supplies	52	-	1,749	4,188	1,749
Postage	-	-	-	-	-
Auto Parts	-	166	2,208	3,806	2,667
Construction Materials	3,328	-	7,703	-	7,703
Damage Claims	-	-	-	1,127	-
Tires	667	1,247	11,507	2,691	11,507
Uniform Expense	53	467	14,342	12,771	16,917
Janitorial	294	-	2,700	1,713	3,025

	Nov 2019	Nov 2018	FY2019 YTD	FY2018 YTD	12-M
Computer Equipment	-	146	9,770	275	10,839
R & M Buildings - Inside	-	-	4,463	-	4,511
Parks & Grounds R & M Inside	-	-	-	7,898	-
Util Costs - Util Fund	519	782	9,930	9,982	11,483
Streetlights	-	-	-	-	167
Auto & Truck Fuel	2,394	3,613	22,832	21,307	25,984
Food	80	52	1,026	2,316	2,589
Sm Tool & Min Equip	1,850	62	36,922	28,271	31,786
Meters	-	-	-	-	-
Lab Supplies	-	-	-	-	-
Sm Oper Supplies	1,547	3,053	28,995	34,423	33,370
Construction Material	-	-	-	-	-
Tires	-	-	-	-	-
Uniform Exp	-	-	-	-	-
Power Costs	1,019,660	1,085,330	12,135,728	11,904,051	13,308,026
Repairs & Maintenance (Inside)	25,324	14,886	168,291	119,624	170,612
Amr Proj Exp	-	-	-	-	-
Equip Pur (<\$5M)	-	-	-	-	-
Dam Claims	-	-	-	-	-
Misc	-	-	-	-	-
SUPPLIES (ACTUAL)	\$ 1,055,767	\$ 1,109,803	\$ 12,458,165	\$ 12,154,442	\$ 13,642,932
AS BUDGET	\$ 1,020,298	\$ 1,063,717	\$ 11,223,277	\$ 11,700,889	Not Applicable
% ACTUAL TO BUDGET	103.48%	104.33%	111.00%	103.88%	Not Applicable
CAPITAL OUTLAY					
Construction In Progress	\$ 82,430	\$ 8,195	\$ 296,890	\$ 221,544	\$ 431,968
Capital Expenditures	\$ -	\$ 24,497	\$ 251,279	\$ 153,071	\$ 251,279
Depr Exp	\$ 288,029	\$ 24,146	\$ 529,489	\$ 265,606	\$ 553,635
CAPITAL OUTLAY (ACTUAL)	\$ 370,460	\$ 56,838	\$ 1,077,658	\$ 640,220	\$ 1,236,882
AS BUDGET	\$ -	\$ -	\$ -	\$ -	Not Applicable
% ACTUAL TO BUDGET	0.00%	0.00%	0.00%	0.00%	Not Applicable
FUND TRANSFERS					
Admin Alloc - Adm Exp	\$ 196,521	\$ (0)	\$ 1,813,881	\$ 1,387,680	\$ 2,208,700
Transfer To Gf	124,327	106,370	1,052,142	921,711	1,235,861
Transfer To Cip	77,425	-	851,675	-	851,675
Transfer - E&R	77,425	-	851,675	-	851,675
FUND TRANSFERS (ACTUAL)	\$ 475,699	\$ 106,370	\$ 4,569,372	\$ 2,309,391	\$ 5,147,911
AS BUDGET	\$ 399,677	\$ 256,705	\$ 4,396,448	\$ 2,823,753	Not Applicable
% ACTUAL TO BUDGET	119.02%	41.44%	103.93%	81.78%	Not Applicable
TOTAL EXPENSES (ACTUAL)	\$ 2,123,247	\$ 1,472,698	\$ 19,869,730	\$ 16,739,425	\$ 21,989,759
AS BUDGET	\$ 1,568,406	\$ 1,458,432	\$ 17,252,470	\$ 16,042,750	Not Applicable
% ACTUAL TO BUDGET	135.38%	100.98%	115.17%	104.34%	Not Applicable

TELECOM: MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 11/2019 | FY 2019



COVER	1
EXECUTIVE SUMMARY	2
OVERVIEW	3
CHART 1: REVENUES, EXPENSES & INCOME SUMMARY	4
REVENUES	5
EXPENSES	6-9
CHART 2: REVENUES & EXPENSE	10
RETAIL SALES & REVENUE	11-13
CHART 3: RETAIL REVENUES	14-16

COMMENTARY & ANALYSIS

The net operating margin after transfers, FY to date was 6.49%

RECOMMENDATIONS

- *
- *
- *
- *

Nov 2019 Nov 2018 FY2019 YTD FY2018 YTD

FINANCIALS

Revenues

RETAIL SALES	\$	506,479	\$	433,763	\$	5,542,268	\$	4,815,347	\$	5,977,174
OTHER REVENUES		39,676		31,764		735,098		664,509		821,211
ADJUSTMENTS		(1,610)		32,862		(46,904)		(456,677)		258,208
Total Revenues	\$	544,545	\$	498,389	\$	6,230,461	\$	5,023,179	\$	7,056,593

Expenses

PERSONNEL	\$	96,155	\$	72,731	\$	735,142	\$	485,488	\$	814,524
PURCHASED & CONTRACTED SVC		27,214		4,647		181,866		62,767		213,038
PURCHASED PROPERTY SERVICES		8,957		4,420		104,827		103,167		112,550
SUPPLIES		25,095		8,778		319,732		270,658		352,753
COST OF GOODS SOLD		270,265		59,002		3,143,159		3,344,271		3,742,238
DEPR, DEBT SVC & OTHER COSTS		234,549		97,854		991,364		1,157,787		1,148,513
FUND TRANSFERS		33,256		26,182		349,868		259,058		401,364
Total Combined Expenses	\$	695,491	\$	273,615	\$	5,825,957	\$	5,683,195	\$	6,784,980

Income

Before Transfer	\$	(117,689)	\$	250,956	\$	754,372	\$	(400,958)	\$	672,977
After Transfer	\$	(150,946)	\$	224,773	\$	404,504	\$	(660,016)	\$	271,612

Margin

Before Transfer	-21.61%	50.35%	12.11%	-7.98%	9.54%
After Transfer	-27.72%	45.10%	6.49%	-13.14%	3.85%

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



Nov 2019

Nov 2018

FY2019 YTD

FY2018 YTD

RETAIL SALES

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

CABLE TELEVISION	\$	231,610	\$	192,784	\$	2,644,092	\$	2,172,746	\$	2,836,535
DVR SERVICE		19,509		16,622		222,074		176,790		238,892
FIBER OPTICS		46,316		42,627		490,400		509,000		533,027
INTERNET		174,324		160,469		1,885,417		1,715,172		2,047,177
TELEPHONE		31,706		18,100		264,889		205,049		282,686
SET TOP BOX		3,015		3,160		35,396		36,590		38,856
Total RETAIL SALES (ACTUAL)	\$	506,479	\$	433,763	\$	5,542,268	\$	4,815,347	\$	5,977,174

OTHER REVENUES

CATV INSTALL/UPGRADE	\$	6,967	\$	2,217	\$	22,628	\$	22,883	\$	24,010
MARKETPLACE ADS		-		-		25		25		25
PHONE FEES		472		10,433		76,910		115,223		87,477
EQUIPMENT SALES		7,803		1,850		31,144		25,210		32,394
MODEM RENTAL		1,941		7,324		70,979		77,338		78,265
VIDEO PRODUCTION REVENUE		-		-		-		-		-
MISCELLANEOUS		-		-		102,405		-		102,405
ADMIN ALLOCATION		15,059		-		222,799		68,831		222,799
CONTRIBUTED CAPITAL		-		-		-		-		-
Transfer from CIP		-		9,940		187,901		354,999		253,528
MISCELLANEOUS		7,435		-		20,308		-		20,308
Total OTHER REVENUES ACTUAL	\$	39,676	\$	31,764	\$	735,098	\$	664,509	\$	821,211

Adjustment

Adjustment	\$	(1,610)	\$	32,862	\$	(46,904)	\$	(456,677)	\$	258,208
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Note: Adjustment added to match Financials

TOTAL REVENUES (ACTUAL)	\$	544,545	\$	498,389	\$	6,230,461	\$	5,023,179	\$	7,056,593
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SUMMARY

	Nov 2019	Nov 2018	FY2019 YTD	FY2018 YTD	
Personnel	\$ 96,155	\$ 72,731	\$ 735,142	\$ 485,488	\$ 814,524
Purchased & Contracted Svc	27,214	4,647	181,866	62,767	213,038
Purchased Property Services	8,957	4,420	104,827	103,167	112,550
Supplies	25,095	8,778	319,732	270,658	352,753
Cost of Goods Sold	270,265	59,002	3,143,159	3,344,271	3,742,238
Depr, Debt Svc & Other Costs	234,549	97,854	991,364	1,157,787	1,148,513
Fund Transfers	33,256	26,182	349,868	259,058	401,364
TOTAL SUMMARY (ACTUAL)	\$ 695,491	\$ 273,615	\$ 5,825,957	\$ 5,683,195	\$ 6,784,980

TELECOM

Personnel

Salaries	\$ 74,197	\$ 59,201	\$ 514,672	\$ 364,627	\$ 557,868
Benefits	21,958	13,531	220,470	120,861	256,656
Total Personnel (ACTUAL)	\$ 96,155	\$ 72,731	\$ 735,142	\$ 485,488	\$ 814,524

Purchased & Contracted Svc

Attorney Fees	-	-	-	-	-
Audit Services	-	-	-	-	-
Professional Fees	44	-	542	1,120	638
Web Design	-	-	56	177	56
Consulting - Technical	2,250	2,250	22,535	24,150	27,035
Utility Protection Ctr (DIG)	-	-	-	-	-
Custodial Service	-	-	-	-	-
Lawn Care & Maintenance	-	-	-	-	-
Holiday Events	-	-	-	-	-
Security Systems	884	129	1,270	623	1,270
Pest Control	-	-	225	-	225
Maintenance	15,180	2,249	37,384	33,327	44,021
Equipment Rents/Leases	454	-	4,188	2,912	4,564
Pole Equip. Rents/Leases	-	-	19,715	-	19,715
Equipment Rental	15	20	342	458	381
CONSULTING - TECHNICAL	-	-	70	-	105
EQUIP REP & MAINT OUTSIDE	-	-	2,235	-	2,235
VEHICLE REP & MAINT OUTSIDE	-	-	4,182	-	4,182
R & M SYSTEM - OUTSIDE	-	-	7,948	-	7,948
EQUIPMENT RENTS / LEASES	267	-	2,123	-	2,123
MAINTENANCE CONTRACTS	69	-	9,753	-	9,753
EQUIPMENT RENTAL	10	-	319	-	319
COMMUNICATION SERVICES	2,883	-	11,094	-	13,545
POSTAGE	-	-	26	-	26
MARKETING EXPENSES	-	-	-	-	49
TRAVEL EXPENSE	-	-	369	-	369
VEHICLE TAG & TITLE FEE	-	-	3	-	3
FCC FEES	5,148	-	52,736	-	69,213
GA DEPT OF REV FEES	-	-	150	-	150
TRAINING & EDUCATION -EMPLOYEE	10	-	4,351	-	4,863
SOFTWARE EXPENSE	-	-	250	-	250
Total Purchased & Contracted Svc (ACTUAL)	\$ 27,214	\$ 4,647	\$ 181,866	\$ 62,767	\$ 213,038

TELECOM: EXPENSES

REPORTING PERIOD: 11/2019

MONTH OF
MOST R
12-MONTH

128

	Nov 2019	Nov 2018	FY2019 YTD	FY2018 YTD	12-MONTH
Purchased Property Services					
Equipment Rep & Maint -Outside	-	-	-	-	-
Equipment Rental	-	-	-	-	-
Repair & Maintenance (Outside)	-	-	-	-	-
Repair & Maintenance (Inside)	-	-	-	-	-
Landfill Fees	-	-	-	-	-
Maintenance Contracts	-	-	-	-	-
Other Contractual Services	-	-	-	-	-
Communication Services	1,623	1,598	22,161	30,357	25,797
Postage	-	-	-	51	-
INTERNET COSTS	2,000	-	2,000	237	4,000
Public Relations	120	-	120	113	120
Marketing Expense	-	-	36	774	36
Utility Bill Printing Services	-	-	-	-	-
Dues & Subscriptions	-	-	-	-	-
Fees	-	-	11,154	3,802	11,154
FCC Fees	-	1,117	-	25,972	1,955
Training & Education	-	-	61	4,569	125
General Liability Insurance	-	-	-	-	-
Vehicle Tag & Title Fee	-	-	-	24	-
GA Dept Revenue Fee	-	-	100	250	100
Uniform Rental	-	-	-	-	-
Contract Labor	4,947	1,705	67,904	36,500	67,904
Fines/Late Fee	-	-	100	440	100
Shipping/Freight	267	-	1,190	77	1,260
Total Purchased Property Services (ACTUAL)	\$ 8,957	\$ 4,420	\$ 104,827	\$ 103,167	\$ 112,550

	Nov 2019	Nov 2018	FY2019 YTD	FY2018 YTD	MOST RECENT MONTH 12-MONTH
TELECOM (Continued)					
Supplies					
Chemicals & Pesticides	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies & Expense	-	-	134	4,085	206
Postage	-	-	-	-	-
Auto Parts	40	132	948	11,212	1,669
CONSTRUCTION MATERIALS	379	-	2,251	-	2,251
Damage Claims	-	-	125	-	125
Tires	-	-	1,562	3,235	1,562
Uniform Expense	53	-	701	1,833	839
Janitorial Supplies	241	-	2,325	1,713	2,650
Computer Equipment	-	65	-	122	-
Equipment Parts	74	-	7,706	11,899	7,803
R&M Building - Inside	429	-	1,325	17	1,325
Equipment R&M - Inside	-	-	-	-	-
System R&M - Inside	10,190	1,638	58,410	65,716	58,410
Sys R&M - Inside/Shipping	-	-	508	40	508
Utility Costs	4,517	4,034	46,246	49,997	53,477
Mileage Reimbursement	-	-	-	-	-
Auto & Truck Fuel	1,409	2,524	2,586	22,093	6,207
Food	80	52	906	802	1,063
Small Tools & Minor Equipment	550	62	3,152	53,557	4,348
Small Operating Supplies	311	272	5,640	44,336	6,542
Construction Material	-	-	-	-	-
Uniform Expense	-	-	-	-	-
AMR Project Exp.	-	-	-	-	-
Equipment Pur (Less than \$5M)	-	-	-	-	-
OFFICE SUPPLIES & EXPENSES	-	-	1,096	-	4,010
AUTO PARTS	-	-	684	-	684
CONSTRUCTION MATERIALS	314	-	626	-	637
UNIFORM EXPENSE	-	-	2,803	-	3,201
JANITORIAL SUPPLIES	-	-	82	-	82
COMPUTER EQUIP NON-CAP	-	-	11,190	-	11,462
EQUIPMENT PARTS	-	-	5,388	-	5,388
REPAIRS & MAINTENANCE	4,649	-	62,974	-	62,974
AUTO & TRUCK FUEL	1,309	-	21,359	-	21,359
FOOD	-	-	84	-	84
SMALL TOOLS & MINOR EQUIPMENT	58	-	11,626	-	12,815
SMALL OPERATING SUPPLIES	491	-	7,347	-	11,266
CONSTRUCTION IN PROGRESS	-	-	59,950	-	69,347
SOFTWARE	-	-	-	-	459
EQUIPMENT	-	-	-	-	-
Total Supplies (ACTUAL)	\$ 25,095	\$ 8,778	\$ 319,732	\$ 270,658	\$ 352,753

TELECOM: EXPENSES

REPORTING PERIOD: 11/2019

MONTH OF MOST RECENT 12-MONTH **130**

	Nov 2019	Nov 2018	FY2019 YTD	FY2018 YTD	
Cost of Goods Sold					
Internet Costs	-	-	-	-	-
Cost of Sales Telephone	-	-	-	-	-
Cost of Sales Fiber	-	-	-	-	-
Cost of Sales Electricity	-	-	-	-	-
Cost of Sales Telephone	329	5,628	146,835	337,794	170,988
Cost of Sales CATV	236,562	31,951	2,686,742	2,648,027	3,224,122
Cost of Sales Internet	23,525	20,051	208,541	251,127	235,984
Cost of Sales Internet	-	-	-	-	-
Cost of Sales Fiber	9,849	1,372	101,041	107,322	111,145
Cost of Programming CATV	-	-	-	-	-
CATV Video Production	-	-	-	-	-
Total Cost of Goods Sold (ACTUAL)	\$ 270,265	\$ 59,002	\$ 3,143,159	\$ 3,344,271	\$ 3,742,238

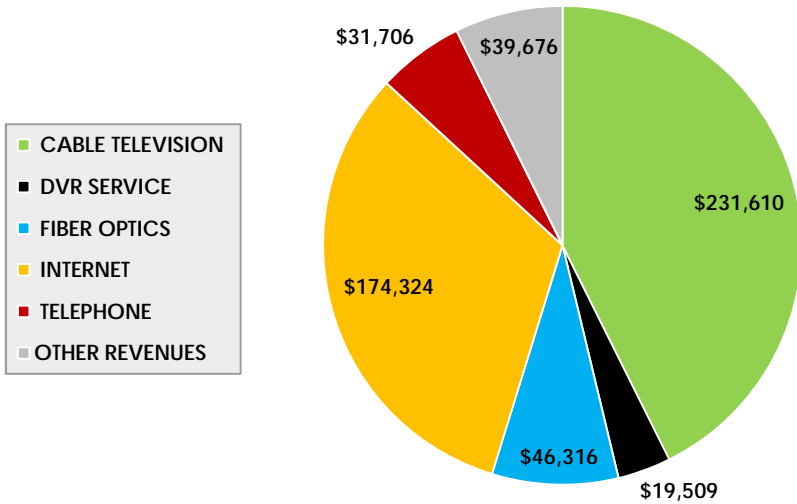
Depr, Debt Svc & Other Costs					
Damage Claims	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	-	-	-	-	-
Utility Cashiers (Over)/Short	-	-	-	-	-
Utility Internal Admin Allocate	-	-	-	-	-
Depreciation Expense	158,410	16,685	158,410	183,533	175,095
Amortization Exp	-	-	-	-	-
Admin. Allocation - Adm Exp	76,140	71,229	702,764	619,256	787,457
Utility Bad Debt Expense	-	-	-	-	-
Revenue Bond Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Interest Expenses (Bond)	-	-	-	-	-
Construction in Progress	-	9,940	130,190	309,369	185,961
Capital Exp-Software	-	-	-	8,845	-
Capital Exp - Equipment	-	-	-	36,784	-
Total Depr, Debt Svc & Other Costs (ACTUAL)	\$ 234,549	\$ 97,854	\$ 991,364	\$ 1,157,787	\$ 1,148,513

Fund Transfers					
Transfer 5% to General Fund	16,742	26,182	196,107	259,058	247,603
TRANS OUT UTIL 5% TO GEN FUND	16,515	-	153,761	-	153,761
Total Fund Transfers (ACTUAL)	\$ 33,256	\$ 26,182	\$ 349,868	\$ 259,058	\$ 401,364

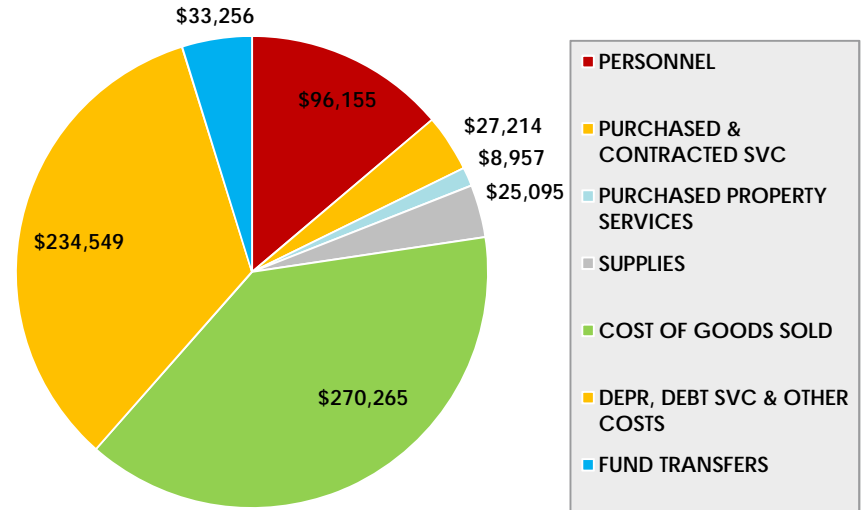
TOTAL TELECOM EXPENSES (ACTUAL)	\$ 695,491	\$ 273,615	\$ 5,825,957	\$ 5,683,195	\$ 6,784,980
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CHART 5
MONTHLY DIRECTOR'S REPORT
REVENUES & EXPENSES

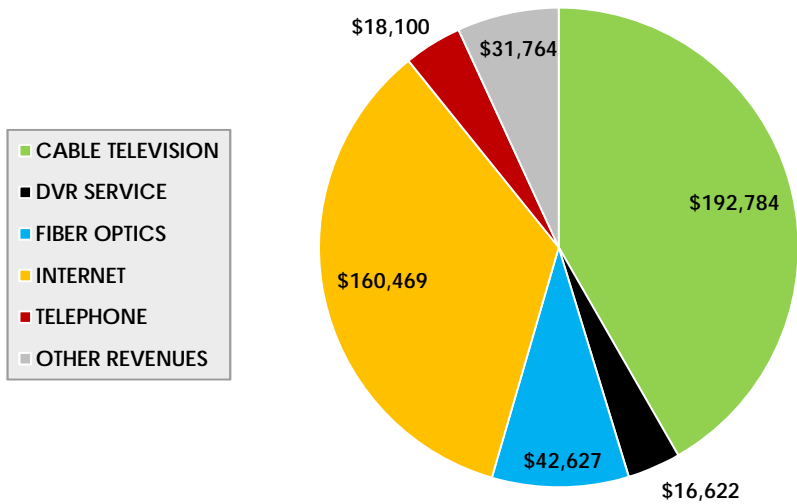
REVENUES [Nov 2019]



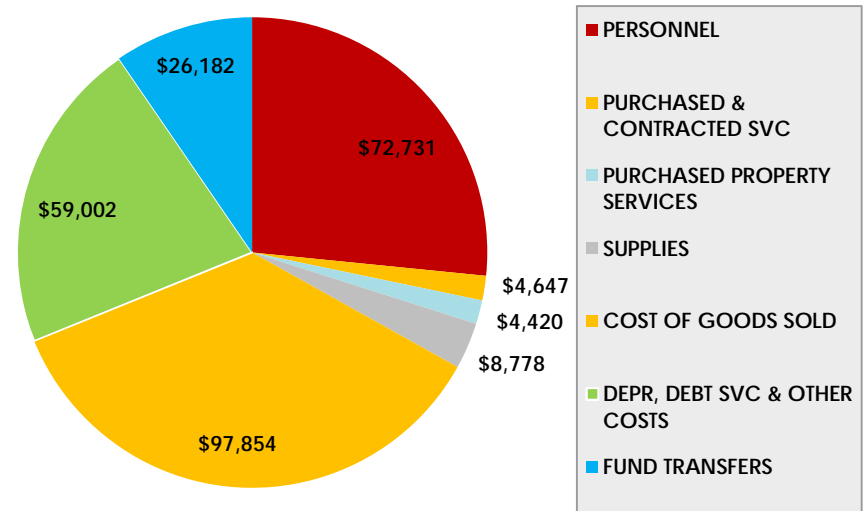
EXPENSES [Nov 2019]



REVENUES [Nov 2018]



EXPENSES [Nov 2018]



MOST RECENT
12-MONTH

	Nov 2019	Nov 2018	FY2019 YTD	FY2018 YTD	MOST RECENT 12-MONTH
BASIC & EXPANDED BASIC					
Number of Bills	2,965	3,325	34,671	37,495	37,978
Revenue (\$)	\$ 221,835	\$ 186,709	\$ 2,539,955	\$ 2,104,231	\$ 2,726,214
Revenue Per Bill (\$)	\$ 75	\$ 56	\$ 73	\$ 56	\$ 72
MINI BASIC					
Number of Bills	176	174	1,914	1,986	2,088
Revenue (\$)	\$ 6,532	\$ 3,181	\$ 68,408	\$ 36,138	\$ 71,588
Revenue Per Bill (\$)	\$ 37	\$ 18	\$ 36	\$ 18	\$ 34
BOSTWICK					
Number of Bills	16	17	186	194	203
Revenue (\$)	\$ 1,217	\$ 959	\$ 13,789	\$ 10,913	\$ 14,748
Revenue Per Bill (\$)	\$ 76	\$ 56	\$ 74	\$ 56	\$ 73
BULK CATV/MOTEL					
Number of Bills	4	4	44	44	48
Revenue (\$)	\$ 990	\$ 990	\$ 10,890	\$ 10,890	\$ 11,880
Revenue Per Bill (\$)	\$ 248	\$ 248	\$ 248	\$ 248	\$ 248
SHOWTIME					
Number of Bills	8	7	81	85	88
Revenue (\$)	\$ 117	\$ 103	\$ 1,172	\$ 1,247	\$ 1,274
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 14	\$ 15	\$ 14
SHOW/HBO					
Number of Bills	7	6	83	71	91
Revenue (\$)	\$ 88	\$ 75	\$ 1,019	\$ 891	\$ 1,119
Revenue Per Bill (\$)	\$ 13	\$ 13	\$ 12	\$ 13	\$ 12
BULK SHOWTIME/MOTEL					
Number of Bills	-	-	-	-	-
Revenue (\$)	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue Per Bill (\$)	\$ -	\$ -	\$ -	\$ -	\$ -
CINEMAX					
Number of Bills	3	2	26	35	28
Revenue (\$)	\$ 44	\$ 29	\$ 366	\$ 513	\$ 395
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 14	\$ 15	\$ 14

MOST RECENT
12-MONTH

	Nov 2019	Nov 2018	FY2019 YTD	FY2018 YTD	MOST RECENT 12-MONTH
HBO					
Number of Bills	27	26	308	292	336
Revenue (\$)	\$ 381	\$ 381	\$ 4,345	\$ 4,235	\$ 4,755
Revenue Per Bill (\$)	\$ 14	\$ 15	\$ 14	\$ 15	\$ 14
MAX/HBO					
Number of Bills	5	4	58	44	64
Revenue (\$)	\$ 63	\$ 50	\$ 714	\$ 552	\$ 789
Revenue Per Bill (\$)	\$ 13	\$ 13	\$ 12	\$ 13	\$ 12
PLAYBOY					
Number of Bills	-	-	-	-	-
Revenue (\$)	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue Per Bill (\$)	\$ -	\$ -	\$ -	\$ -	\$ -
STARZ					
Number of Bills	23	21	237	218	260
Revenue (\$)	\$ 343	\$ 308	\$ 3,436	\$ 3,135	\$ 3,773
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 14	\$ 14	\$ 15
DVR					
Number of Bills	149	158	1,676	1,589	1,832
Revenue (\$)	\$ 13,925	\$ 11,475	\$ 157,484	\$ 121,721	\$ 169,358
Revenue Per Bill (\$)	\$ 93	\$ 73	\$ 94	\$ 77	\$ 92
NON DVR					
Number of Bills	53	62	595	626	648
Revenue (\$)	\$ 4,603	\$ 4,038	\$ 52,667	\$ 43,652	\$ 56,488
Revenue Per Bill (\$)	\$ 87	\$ 65	\$ 89	\$ 70	\$ 87
SET TOP BOX					
Number of Bills	238	354	3,349	3,808	3,699
Revenue (\$)	\$ 3,015	\$ 3,160	\$ 35,396	\$ 36,590	\$ 38,856
Revenue Per Bill (\$)	\$ 13	\$ 9	\$ 11	\$ 10	\$ 11

MOST RECENT
12-MONTH

	Nov 2019	Nov 2018	FY2019 YTD	FY2018 YTD	MOST RECENT 12-MONTH
ADD'L DVR BOX					
Number of Bills	57	91	855	906	949
Revenue (\$)	\$ 799	\$ 894	\$ 9,644	\$ 8,965	\$ 10,559
Revenue Per Bill (\$)	\$ 14	\$ 10	\$ 11	\$ 10	\$ 11
ADD'L NON DVR BOX					
Number of Bills	20	33	288	360	318
Revenue (\$)	\$ 184	\$ 215	\$ 2,278	\$ 2,453	\$ 2,487
Revenue Per Bill (\$)	\$ 9	\$ 7	\$ 8	\$ 7	\$ 8
FIBER					
Number of Bills	100	62	949	678	1,011
Revenue (\$)	\$ 46,316	\$ 42,627	\$ 490,400	\$ 509,000	\$ 533,027
Revenue Per Bill (\$)	\$ 463	\$ 688	\$ 517	\$ 751	\$ 527
INTERNET					
Number of Bills	3,722	3,573	40,594	38,423	44,123
Revenue (\$)	\$ 171,335	\$ 157,206	\$ 1,853,661	\$ 1,679,818	\$ 2,012,254
Revenue Per Bill (\$)	\$ 46	\$ 44	\$ 46	\$ 44	\$ 46
WIRELESS INTERNET					
Number of Bills	44	52	494	567	542
Revenue (\$)	\$ 2,989	\$ 3,263	\$ 31,756	\$ 35,354	\$ 34,923
Revenue Per Bill (\$)	\$ 68	\$ 63	\$ 64	\$ 62	\$ 64
RESIDENTIAL PHONE					
Number of Bills	858	934	9,796	9,870	10,709
Revenue (\$)	\$ 8,275	\$ 2,877	\$ 60,991	\$ 33,726	\$ 63,714
Revenue Per Bill (\$)	\$ 10	\$ 3	\$ 6	\$ 3	\$ 6
COMMERCIAL PHONE					
Number of Bills	279	437	4,152	4,862	4,582
Revenue (\$)	\$ 23,431	\$ 15,224	\$ 193,717	\$ 171,323	\$ 208,791
Revenue Per Bill (\$)	\$ 84	\$ 35	\$ 47	\$ 35	\$ 46
TOTAL REVENUES	\$ 506,479	\$ 433,763	\$ 5,532,087	\$ 4,815,347	\$ 5,966,993

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

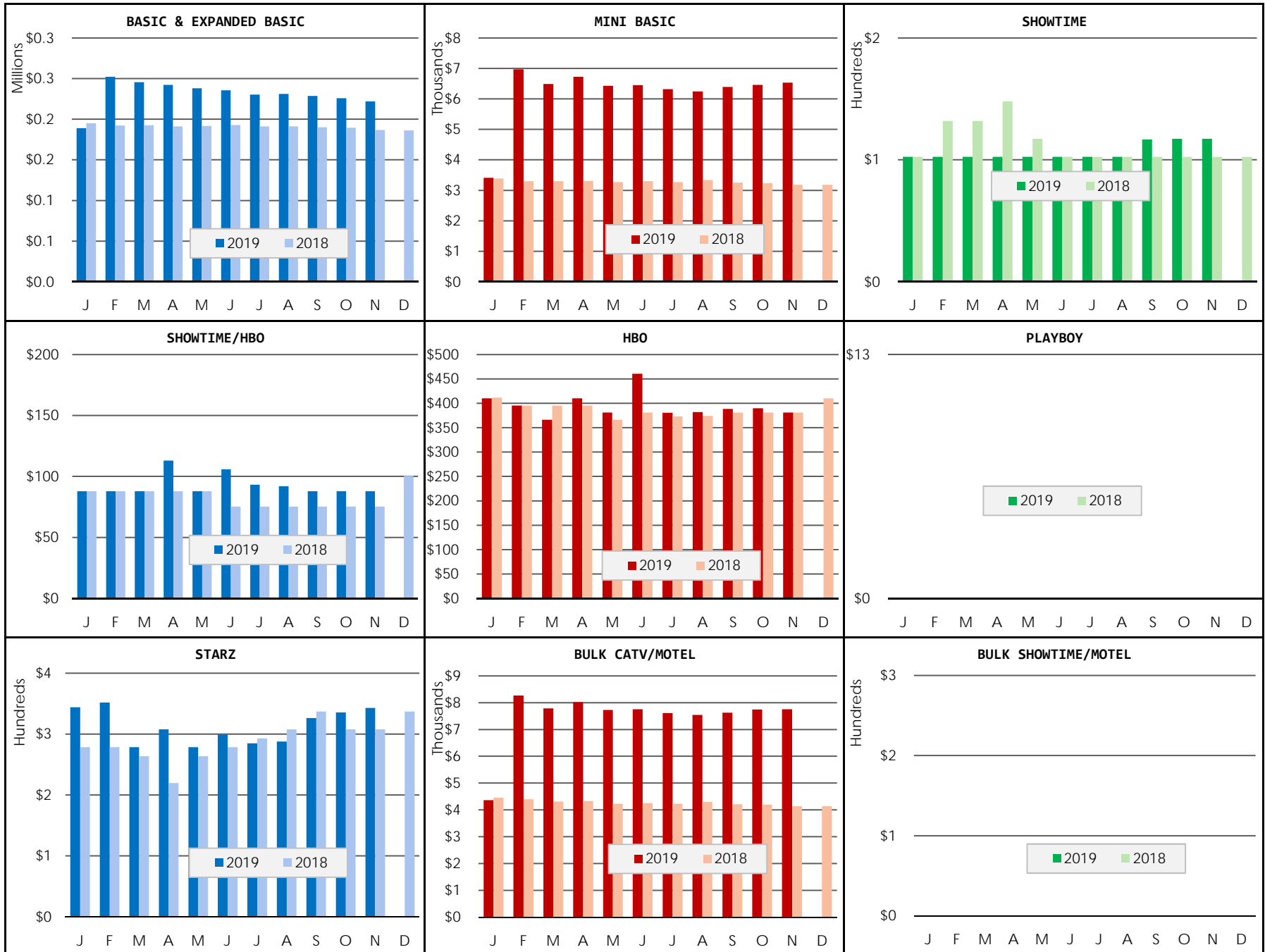


CHART 7
REVENUES FROM SALES BY CLASS
CURRENT VS. PREVIOUS FISCAL YEAR

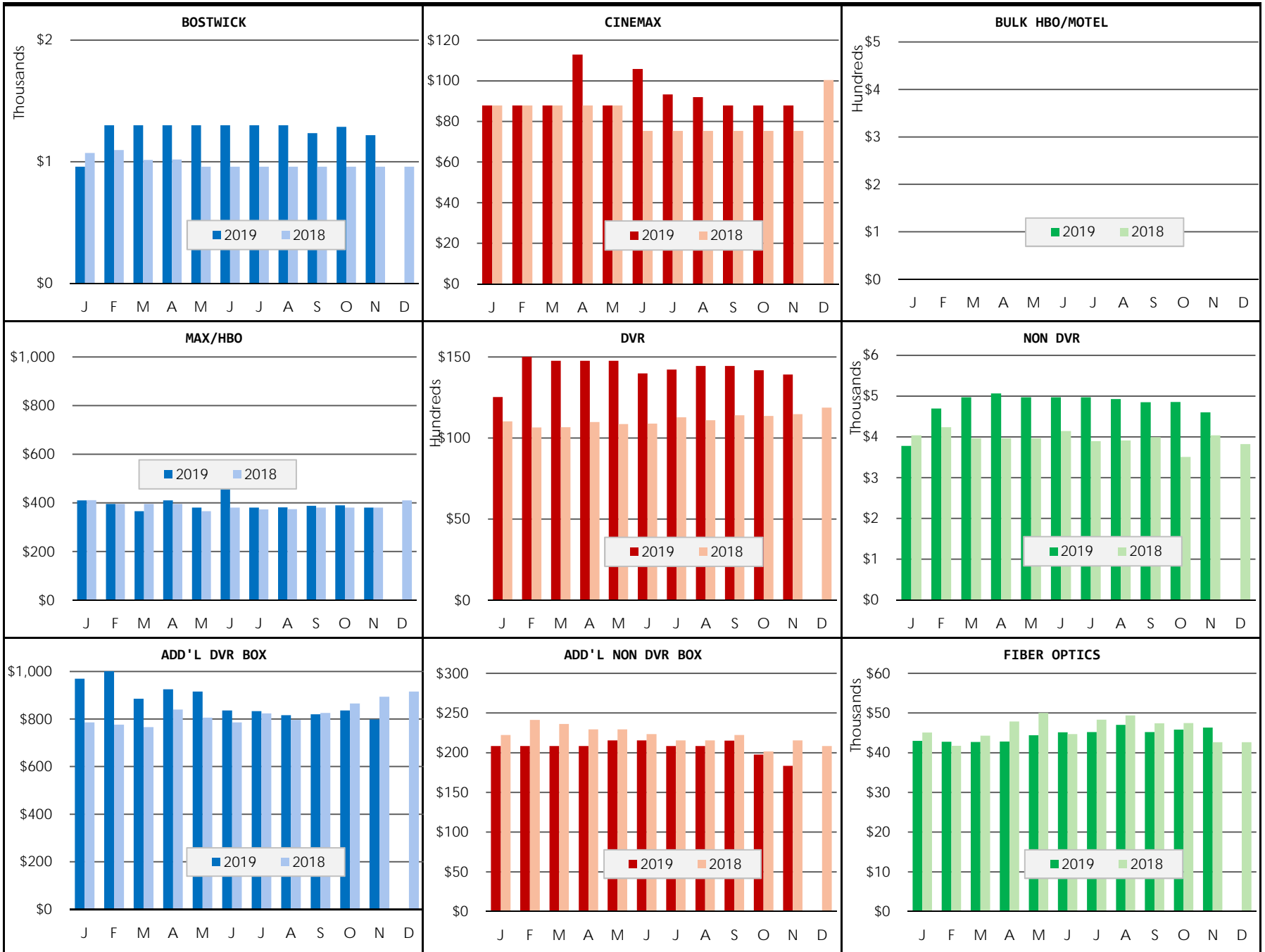
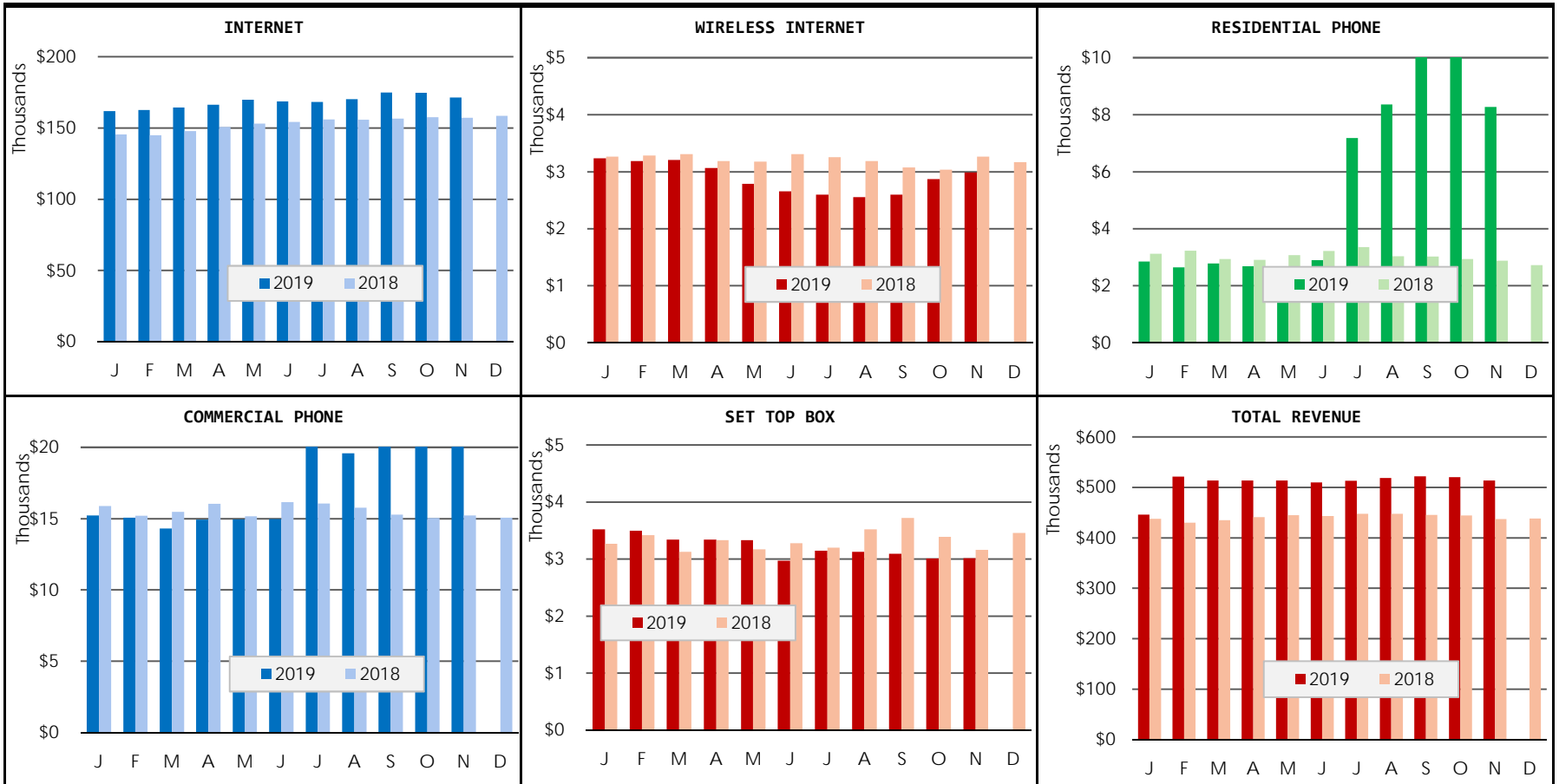


CHART 7
 REVENUES FROM SALES BY CLASS
 CURRENT VS. PREVIOUS FISCAL YEAR





WATER, SEWER, GAS &
STORMWATER
MONTHLY REPORT

JANUARY
2020

2019 Project List

	Estimated Start Date	Estimated Completion Date	Notes	Completed	
Natural Gas					
Milledge Ave/Davis St gas main extension	Nov-19	Dec-19	Install 420' of 2" gas main along Milledge Ave from Davis Street	Ongoing	
Hwy 11 South gas renewal	Late 2019	Early 2020	Replace 3.8 miles of 4" high pressure steel with 4" plastic	2020 CIP	
Grand Haven Phase 2 gas install (Monroe-Jersey Rd)	Oct-19	Nov-19	Install 7900' of 2" gas main for phase 2 of development	Completed	
Creekside Subdivision main install (Hwy 83)	Jan-20	Feb-20	Gas service for new development 162 lots	Jan-Feb 2020	
Hwy 11 South high pressure main rehab	Jun-19	Jun-19	Pressure lowered, crew will re-evaluate the leak to determine need for replacement	Completed	
Leak Survey - Business & Residential District	Mar-19	Apr-19	Survey complete & repairs being made by City gas crews	Completed	
Gas lights at City Hall	Nov-18	Feb-19	Install gas lanterns around property @ City Hall	Completed	
Dean Hill Rd/Private Drive	Feb-19	Mar-19	Install 1,100' of 2" gas main for 5 lots	Completed	
Bryant Road Main Replacement	Jul-18	Dec-18	Main replacement completed / Steel to plastic	Completed	
Young Street Main Replacement	Dec-19	Jan-19	Gas main replacement / Steel to plastic	Completed	
Sewer Collection					
Milledge Ave/Davis St sewer main extension	Aug-19	Oct-19	Install 420' of 6" sewer main along Milledge Ave from Davis Street	Completed	
Sewer Right-of-way easement cutting	Aug-19	Sep-19	Cutting of sewer right-of-ways thru out system	Ongoing	
2nd Street Sewer Main Rehab	Sep-19	Oct-19	Paid for by Mainstreet Walton Mill development & Reliant Homes	Completed	
2018 CDBG	Sep-18	Jul-20	Bid opening scheduled for August 6th	Started Dec	
Alcovy Street sewer rehab	Jun-19	Jun-19	Pipe bursting 1 bad section of sewer on Alcovy St before paving	Completed	
Birch Street I&I Rehab	Feb-19	Apr-19	Rehab of main & manholes to reduce inflow & infiltration	Ongoing	
Alcovy River Sewer / Pump station	Jan-18	Jan-20	Survey phase/Engineering	Ongoing	
Sewer Plant					
Rehab of Primaries 1 & 2	Jul-19	Aug-19	Material on-hand/construction to start in July	Completed	
Design/Review for WWTP rehab	Feb-18	Jun-19	Engineering phase	Ongoing	
Rehab of Primaries 3 & 4	Feb-18	Mar-19	Material on-hand/construction to start in June	Completed	
2 Emergency purchases for pumps	Feb-19	Mar-19	Pump replacement for trickling filters and pump for Tractor Supply pump station	Completed	
Water Distribution					
Wall Rd water extension	Aug-19	Sep-19	Installed 1200' of 8" water main along Wall Rd from Jim Daws toward Edmondson Rd	Completed	
Wall Rd water extension #2	Nov-19	Jan-20	Install 3600' of 8" water main along Wall Rd from Jim Daws to Mountain Creek Church Rd	Start Nov 11th	
Dewey Hogan water extension	Nov-19	Jan-19	Install 4224' of 8" water main along Dewey Hogan Rd and Brookside Drive	Ongoing	
Milledge Ave/Davis St water main extension	Aug-19	Oct-19	Install 420' of 6" water main along Milledge Ave from Davis Street	Ongoing	
Loganville Water Extension	Jul-18	Jan-20	Bid opening Oct 17th	Awarded	
Water Main Extension along Radford Street	Jan-19	Feb-19	Install 6" water main for Graceful Manor (assisted living @ Grace Baptist on Mears St)	Completed	
Replace 1 1/2" Water Main Along Highland Ave/Wayne St	Jan-19	Feb-19	Install new 6" main along Highland Ave & Wayne Street	Completed	
Water Treatment Plant					
New Offices @ Old Water Plant	Apr-18	Feb-19	Building completed and Water, Sewer, Gas & Stormwater departments have moved in	Completed	
Landscape @ Old Water Plant/New offices	Jan-19	Feb-19	Install trees & scrubs to match City Hall landscape	Completed	
Stormwater					
McDaniel Street drainage rehab	Nov-19	Dec-19	Replace section of curb & sidewalk and address drainage at 3 driveways	Ongoing	
Blaine Street drainage rehab	Apr-19	Jul-19	Install curbing and rework ditches	Completed	
Court Street Alley	Oct-18	Jul-19	Replace utilities, improve storm drainage, replace asphalt with concrete	Design Phase	
Livery Stable Alleyway #3	Apr-19	Jul-19	Replace utilities, improve storm drainage, replace asphalt with concrete	Design Phase	
Parkway Place Storm drain replacement	Mar-19	Mar-19	Replaced 120' of drainage pipe	Completed	
Tanglewood Storm drain replacement	Apr-19	Apr-19	Replaced 120' of drainage pipe	Completed	
2019 CIP Completion					
Gas	Ash Street Main Replacement (CIP Project)	Feb-19	Mar-19	Replacing 2" steel main due to excessive corrosion & leaks (\$93,478 low bid/\$200,000 budgeted for gas replacement/rehab)	Completed
WTP	Purchase of air compressors (CIP Item)	Mar-19	Mar-19	Purchased used from United Rental Budgeted \$54,000 Purchased for \$30,000	Completed

WTP	Purchase/Install of floor coverings for new office space (CIP Project)	Feb-19	Mar-19	Purchase floor covering (Britt's Floor Covering low bid at \$20,108.30)	Completed
WTP	Purchase/Install furniture for new office space (CIP Project)	Feb-19	Mar-19	Purchase new desks and furniture for new office space at water plant. (Office Pro's low bidder @ \$21,000.00)	Completed
WTP	Replacement of the Hach Turbidity units (CIP Project)	Feb-19	Apr-19	Replacing outdated units with new Swan units (\$83,705.00 low bid/\$90,000 budgeted)	Completed
Storm	Heritage Ridge Pond Rehab (CIP Project)	Jun-19	Jul-19	Bids taken and awarded by policy (JT Magbe \$17,875)	Completed
Water	Purchase 300 5/8" water meters w/ 100W erts for replacements	Mar-19	May-19	Meters ordered and installed (Delta Municipal Supply)	Completed
WWTP	Purchase of Kawasaki Mule ATV for plant grounds	Apr-19	May-19	Bid, awarded, and purchased by policy (H & F Motorsports LLC)	Completed
Water	Purchase Takeuchi TB 260 Excavator (CIP Item)	Oct-19	Dec-19	Bid, awarded, and purchased by policy (Reliable Equipment Rental) \$67,236.36	Completed
WWTP	Lime Slurry System (CIP Item)	Oct-19	Dec-19	Purchase lime slurry system for treatment - cost savings in operation & chemical costs	Awaiting Install
Water	Valve Exercise Trailer	Nov-19	Dec-19	Purchased valve exercising equipment to maintain critical water valves	Completed

MONTHLY DIRECTOR'S REPORT

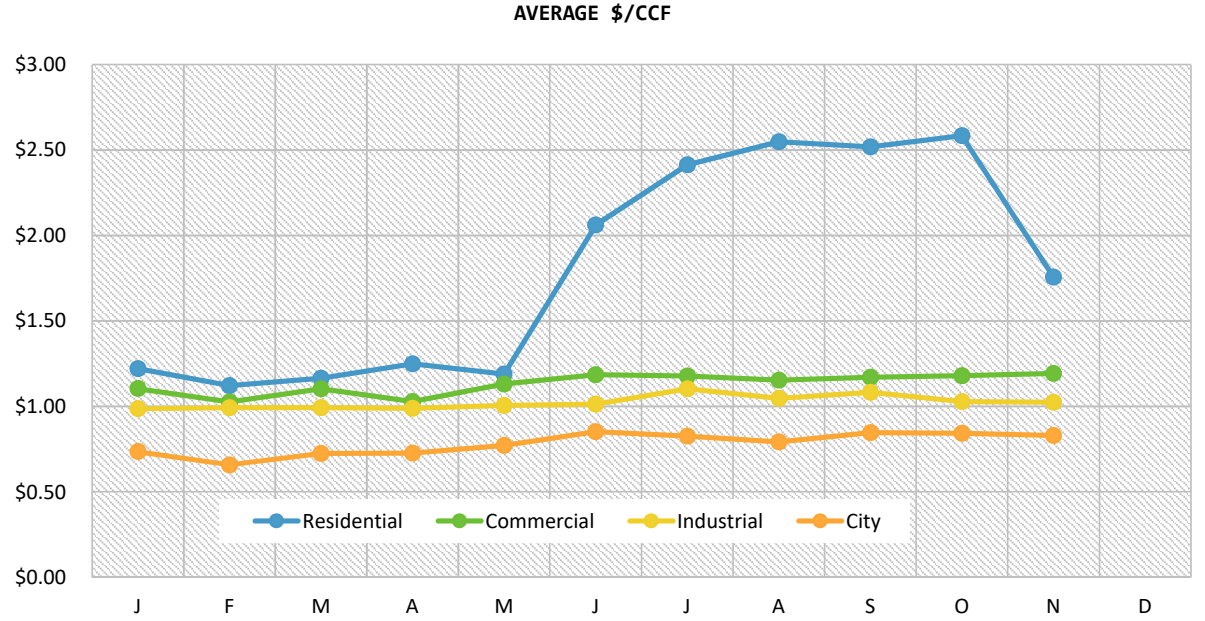
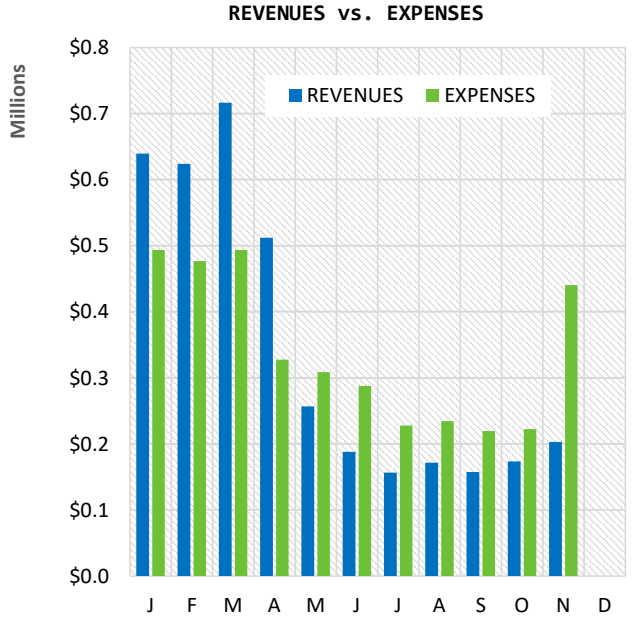
REPORTING PERIOD: 11/2019 | FY 2019



COVER	1
OVERVIEW	2
SALES REPORT	3
SALES STATISTICS	4
POWER SUPPLY	5
DETAIL REVENUES	6
DETAIL EXPENSES	7-9

CITY OF MONROE: NATURAL GAS FUND OVERVIEW

	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	FY 2019	AS BUDGET	FY 2018
REVENUES	\$ 0.639M	\$ 0.624M	\$ 0.716M	\$ 0.512M	\$ 0.257M	\$ 0.188M	\$ 0.157M	\$ 0.172M	\$ 0.158M	\$ 0.173M	\$ 0.203M		\$ 3.798M	\$ 3.411M	\$ 3.770M
PERSONNEL COSTS	\$ 0.035M	\$ 0.042M	\$ 0.042M	\$ 0.041M	\$ 0.065M	\$ 0.041M	\$ 0.043M	\$ 0.041M	\$ 0.041M	\$ 0.042M	\$ 0.058M		\$ 0.491M	\$ 0.466M	\$ 0.474M
CONTRACTED SVC	\$ 0.053M	\$ 0.016M	\$ 0.012M	\$ 0.015M	\$ 0.009M	\$ 0.056M	\$ 0.016M	\$ 0.012M	\$ 0.006M	\$ 0.005M	\$ 0.005M		\$ 0.206M	\$ 0.200M	\$ 0.135M
SUPPLIES	\$ 0.315M	\$ 0.293M	\$ 0.169M	\$ 0.160M	\$ 0.127M	\$ 0.099M	\$ 0.090M	\$ 0.079M	\$ 0.079M	\$ 0.095M	\$ 0.124M		\$ 1.628M	\$ 1.577M	\$ 1.272M
CAPITAL OUTLAY	\$ -	\$ 0.013M	\$ 0.159M	\$ 0.009M	\$ -	\$ 0.006M	\$ -	\$ 0.008M	\$ 0.000M	\$ 0.001M	\$ 0.007M		\$ 0.203M	\$ -	\$ 0.594M
FUND TRANSFERS	\$ 0.091M	\$ 0.112M	\$ 0.111M	\$ 0.102M	\$ 0.108M	\$ 0.086M	\$ 0.080M	\$ 0.095M	\$ 0.093M	\$ 0.080M	\$ 0.246M		\$ 1.205M	\$ 0.986M	\$ 0.732M
EXPENSES	\$ 0.494M	\$ 0.477M	\$ 0.494M	\$ 0.327M	\$ 0.309M	\$ 0.288M	\$ 0.228M	\$ 0.235M	\$ 0.219M	\$ 0.222M	\$ 0.440M		\$ 3.732M	\$ 3.229M	\$ 3.207M
MARGIN	\$ 0.146M	\$ 0.147M	\$ 0.223M	\$ 0.185M	\$ (0.052M)	\$ (0.099M)	\$ (0.071M)	\$ (0.063M)	\$ (0.062M)	\$ (0.049M)	\$ (0.237M)		\$ 0.066M	\$ 0.182M	\$ 0.563M



RETAIL SALES REPORT

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

CUSTOMER COUNT

Residential	3,254	3,229	3,379	3,217	3,214	3,194	3,224	3,258	3,285	3,309	3,325
Commercial	561	550	557	567	550	558	550	561	558	560	558
Industrial	4	4	4	4	4	4	4	4	4	4	4
City	20	20	21	22	22	22	22	22	22	22	22
Total	3,842	3,806	3,964	3,813	3,793	3,780	3,802	3,847	3,871	3,897	3,911

Year-Over-Year Δ 1.86% 1.71% 6.10% 1.36% 0.80% 0.40% 0.98% 2.04% 2.60% 3.04% 3.66%

CCF

Residential	0.275M	0.300M	0.245M	0.169M	0.099M	0.036M	0.027M	0.024M	0.025M	0.024M	0.052M
Commercial	0.197M	0.195M	0.157M	0.141M	0.082M	0.064M	0.055M	0.058M	0.057M	0.061M	0.062M
Industrial	0.014M	0.007M	0.007M	0.011M	0.003M	0.002M	0.001M	0.001M	0.001M	0.002M	0.002M
City	0.015M	0.015M	0.013M	0.009M	0.004M	0.002M	0.002M	0.003M	0.002M	0.002M	0.003M
Total	0.543M	0.556M	0.468M	0.352M	0.206M	0.116M	0.098M	0.093M	0.098M	0.108M	0.135M

Year-Over-Year Δ 6.86% -16.63% 14.65% 1.16% -18.16% -14.97% -1.98% -7.14% -9.46% 6.60% -14.38%

REVENUE

Residential	\$ 0.336M	\$ 0.337M	\$ 0.285M	\$ 0.211M	\$ 0.118M	\$ 0.074M	\$ 0.065M	\$ 0.062M	\$ 0.063M	\$ 0.063M	\$ 0.091M
Commercial	\$ 0.217M	\$ 0.200M	\$ 0.173M	\$ 0.144M	\$ 0.093M	\$ 0.075M	\$ 0.065M	\$ 0.067M	\$ 0.067M	\$ 0.072M	\$ 0.074M
Industrial	\$ 0.014M	\$ 0.007M	\$ 0.007M	\$ 0.010M	\$ 0.003M	\$ 0.002M	\$ 0.001M	\$ 0.001M	\$ 0.001M	\$ 0.002M	\$ 0.002M
Other	\$ 0.039M	\$ 0.033M	\$ 0.042M	\$ 0.021M	\$ 0.016M	\$ 0.010M	\$ 0.012M	\$ 0.006M	\$ 0.012M	\$ 0.017M	\$ 0.014M
City	\$ 0.011M	\$ 0.010M	\$ 0.009M	\$ 0.006M	\$ 0.003M	\$ 0.002M	\$ 0.002M	\$ 0.002M	\$ 0.002M	\$ 0.002M	\$ 0.002M
Total	\$ 0.617M	\$ 0.587M	\$ 0.516M	\$ 0.394M	\$ 0.233M	\$ 0.164M	\$ 0.144M	\$ 0.138M	\$ 0.144M	\$ 0.155M	\$ 0.184M

Year-Over-Year Δ 16.09% -19.77% 17.45% 5.79% -18.27% -8.13% -1.47% -3.90% -5.58% 5.33% -9.88%

SALES STATISTICS

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

AVERAGE CCF/CUSTOMER

Residential	85	93	73	53	31	11	8	7	8	7	16	36
Commercial	351	355	282	248	150	114	100	103	102	109	112	184
Industrial	3,612	1,697	1,701	2,629	776	606	163	302	196	420	460	1,142
City	758	766	609	404	184	113	109	117	94	111	134	309

AVERAGE \$/CUSTOMER

Residential	\$103	\$104	\$84	\$66	\$37	\$23	\$20	\$19	\$19	\$19	\$27	\$47
Commercial	\$387	\$364	\$311	\$255	\$170	\$135	\$117	\$119	\$120	\$128	\$133	\$203
Industrial	\$3,560	\$1,683	\$1,686	\$2,596	\$781	\$614	\$180	\$316	\$212	\$432	\$471	\$1,139
City	\$557	\$503	\$441	\$293	\$142	\$96	\$90	\$92	\$79	\$94	\$111	\$227

AVERAGE \$/CCF

Residential	\$1.2206	\$1.1211	\$1.1635	\$1.2480	\$1.1882	\$2.0615	\$2.4136	\$2.5479	\$2.5180	\$2.5831	\$1.7557	\$1.8019
Commercial	\$1.1034	\$1.0258	\$1.1026	\$1.0269	\$1.1313	\$1.1842	\$1.1767	\$1.1524	\$1.1697	\$1.1790	\$1.1929	\$1.1313
Industrial	\$0.9855	\$0.9918	\$0.9918	\$0.9876	\$1.0058	\$1.0130	\$1.1027	\$1.0462	\$1.0823	\$1.0276	\$1.0235	\$1.0234
City	\$0.7346	\$0.6574	\$0.7249	\$0.7258	\$0.7709	\$0.8518	\$0.8253	\$0.7915	\$0.8454	\$0.8421	\$0.8283	\$0.7816
Average	\$1.0110	\$0.9490	\$0.9957	\$0.9971	\$1.0240	\$1.2776	\$1.3796	\$1.3845	\$1.4038	\$1.4080	\$1.2001	\$1.1846

	Nov 2019	Nov 2018	FY2019 YTD	FY2018 YTD	MOST RECENT 12-MONTH
Natural Gas Supply Cost					
Capacity Reservation Fees	\$ 62,641	\$ 40,975	\$ 556,392	\$ 447,029	\$ 603,157
Demand Storage/Peaking Services	\$ 1,469	\$ 1,580	\$ 17,202	\$ 17,073	\$ 18,731
Supply Charges	\$ 97,123	\$ 51,274	\$ 1,003,453	\$ 914,600	\$ 1,140,654
Gas Authority Supply Charges	\$ 5,452	\$ 3,552	\$ 49,574	\$ 39,157	\$ 55,105
Gas Authority Charges	\$ (29,126)	\$ 3,775	\$ (117,361)	\$ (51,500)	\$ (144,304)
P.A.C.E	300	300	3,300	3,300	3,600
APGA Annual Dues	-	-	3,118	2,973	3,118
Other	1,389	1,619	20,710	20,721	22,920
TOTAL MGAG BILL	\$ 139,248	\$ 103,075	\$ 1,536,387	\$ 1,393,354	\$ 1,702,981

DELIVERED SUPPLY

Volume CCF	369,910	168,990	3,022,960	2,991,080	3,447,030
Volume Dth (MGAG)	360,270	164,960	2,957,560	2,921,160	3,372,490

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

UNIT COSTS					
\$/Dth	0.3865	0.6249	0.5195	0.4770	0.5050
\$/CCF	0.3764	0.6099	0.5082	0.4658	0.4940

MOST RECENT
12-MONTH

Nov 2019 Nov 2018 FY2019 YTD FY2018 YTD

SALES REVENUES

NATURAL GAS SALES	\$	184,168	\$	204,345	\$	3,279,007	\$	2,953,592	\$	4,218,369
SALES REVENUES (ACTUAL)	\$	184,168	\$	204,345	\$	3,279,007	\$	2,953,592	\$	4,218,369
AS BUDGET	\$	292,619	\$	286,932	\$	3,218,814	\$	286,932		Not Applicable
% ACTUAL TO BUDGET		62.94%		71.22%		101.87%		1029.37%		Not Applicable

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

OTHER REVENUES

OP REVENUE	-	-	-	-	-	-	-	-	-	-
MISC REVENUE	-	-	25,311	-	98	-	-	25,402	-	-
CONTRIBUTED CAPITAL	-	-	-	-	-	-	-	-	-	-
SALE FIXED ASSETS	-	-	-	-	-	-	-	-	-	-
TAP FEES	2,296	1,200	53,673	-	27,225	-	-	54,873	-	-
OTHER REV	-	-	-	-	-	-	-	-	-	-
ADMIN ALLOC	9,833	12,463	145,482	-	103,470	-	-	163,243	-	-
INT/INVEST INCOME	-	-	-	-	-	-	-	-	-	-
STATE GRANTS	-	-	-	-	-	-	-	-	-	-
MGAG REBATE	-	-	92,299	-	91,524	-	-	92,299	-	-
TRANSFER FROM CIP	6,716	3,010	202,629	-	593,686	-	-	202,629	-	-
OTHER REVENUES (ACTUAL)	\$	18,845	\$	16,672	\$	519,394	\$	816,002	\$	538,445
AS BUDGET	\$	17,431	\$	16,169	\$	191,745	\$	177,860		Not Applicable
% ACTUAL TO BUDGET		108.11%		103.11%		270.88%		458.79%		Not Applicable

TOTAL REVENUES (ACTUAL)	\$	203,013	\$	221,017	\$	3,798,401	\$	3,769,594	\$	4,756,814
AS BUDGET	\$	310,051	\$	303,101	\$	3,410,558	\$	3,334,109		Not Applicable
% ACTUAL TO BUDGET		65.48%		72.92%		111.37%		113.06%		Not Applicable

	Nov 2019	Nov 2018	FY2019 YTD	FY2018 YTD	12-MONTH
PERSONNEL					
Compensation	\$ 42,023	\$ 38,962	\$ 320,914	\$ 273,892	\$ 352,677
Benefits	16,202	11,823	169,003	200,114	203,931
PERSONNEL (ACTUAL)	\$ 58,235	\$ 50,785	\$ 490,178	\$ 474,157	\$ 556,919
AS BUDGET	\$ 42,400	\$ 41,863	\$ 466,395	\$ 460,495	Not Applicable
% ACTUAL TO BUDGET	137.35%	121.31%	105.10%	102.97%	Not Applicable
CONTRACTED SERVICES					
Consulting	\$ 65	\$ -	\$ 15,522	\$ 16,418	\$ 15,522
Util Protect Ctr	-	-	-	-	-
Landfill Fees	-	110	-	110	-
Custodial Service	-	-	-	-	-
Lawn & Maint	-	-	-	-	-
Holiday Events	-	-	-	-	289
Security Sys	-	-	-	-	-
Equipment Rep & Maint	-	-	1,639	19,498	2,249
Vehicle Rep & Maint Outside	-	-	2,007	217	2,301
R&M System - Outside	-	-	117,830	14,393	134,165
R & M Buildings - Outside	-	-	2,835	-	2,835
Maintenance Contracts	253	162	3,666	5,389	3,932
Equip Rent/Lease	454	-	4,429	2,139	4,805
Pole Equip Rent/Lease	-	-	-	-	-
Equipment Rental	20	20	431	178	470
Repairs & Maintenance (Outside)	-	-	-	-	-
Landfill Fees	-	-	-	-	-
Maint Contracts	-	-	-	-	-
Other Contract Svcs	-	-	-	-	-
Comm Svcs	1,391	265	7,482	7,042	8,619
Postage	42	-	882	800	898
Adverstising	-	-	-	533	149
Mkt Expense	28	450	10,591	31,290	11,910
Printing	-	-	49	-	49
Util Bill Print Svcs	-	-	-	-	-
Dues & Sub	-	-	-	-	-
Travel	-	-	1,925	1,523	1,925
Fees	-	-	890	1,396	890
Ga Dept Rev Fee	-	-	50	50	50
Training & Ed	1,204	-	9,638	14,082	10,348
Gen Liab Ins	-	-	-	-	-
Uniform Rent	-	-	-	-	-
Contract Labor	1,685	1,629	25,309	20,023	27,508
Shipping/Freight	231	21	855	105	855
CONTRACTED SERVICES (ACTUAL)	\$ 5,372	\$ 2,656	\$ 206,030	\$ 135,186	\$ 229,768
AS BUDGET	\$ 18,171	\$ 18,323	\$ 199,879	\$ 201,552	Not Applicable
% ACTUAL TO BUDGET	29.56%	14.50%	103.08%	67.07%	Not Applicable

	Nov 2019	Nov 2018	FY2019 YTD	FY2018 YTD	12-MONTH
SUPPLIES					
Gas Cost	97,809	101,135	1,469,509	1,141,780	1,633,593
Office Supplies	-	-	1,445	3,283	1,452
Postage	-	-	-	-	-
Furniture <5000	-	-	6,300	-	6,300
Auto Parts	-	250	3,501	1,664	3,518
Construction Materials	1,115	-	4,602	-	4,602
Damage Claims	-	-	2,374	10,132	2,374
Tires	889	-	1,559	771	1,559
Uniform Expense	473	-	2,665	5,483	3,032
Janitorial	183	-	1,098	750	1,241
Computer Equipment	1,450	65	3,507	122	3,507
Equipment Parts	430	-	1,852	7,364	2,387
Repair & Maintenance	6,996	4,153	68,248	54,963	84,708
Util Costs - Util Fund	370	354	4,212	3,633	4,573
Util Cost - Other Fund	-	-	-	-	-
Mileage Reimb	-	-	-	-	-
Auto & Truck Fuel	2,151	1,193	15,723	14,115	17,555
Food	83	29	1,107	601	1,235
Sm Tool & Min Equip	10,339	1,088	29,279	16,041	31,601
Meters	-	-	-	929	2,059
Sm Oper Supplies	1,461	29	11,256	10,513	13,530
Construction Material	-	-	-	-	-
Tires	-	-	-	-	-
Uniform Exp	-	-	-	-	-
Repairs & Maintenance (Inside)	-	-	-	-	-
Equip Pur (<\$5M)	-	-	-	-	-
Dam Claims	-	-	-	-	-
Misc	-	-	-	-	-
SUPPLIES (ACTUAL)	\$ 123,750	\$ 108,295	\$ 1,628,238	\$ 1,272,145	\$ 1,818,824
AS BUDGET	\$ 143,332	\$ 11,186	\$ 1,576,652	\$ 123,044	Not Applicable
% ACTUAL TO BUDGET	86.34%	968.15%	103.27%	1033.89%	Not Applicable
CAPITAL OUTLAY					
Cip	\$ 6,716	\$ 3,010	\$ 139,511	\$ 593,686	\$ 202,521
Capital Expenditures	\$ -	\$ -	\$ 63,118	\$ -	\$ 63,118
Amortization Def Chg 2016 Bond	\$ -	\$ 4,320	\$ 4,320	\$ 4,320	\$ 4,320
Depr Exp	\$ 153,411	\$ 11,680	\$ 153,411	\$ 128,476	\$ 165,091
Int Exp 2016 Rev Bond	3,104	3,524	35,104	39,899	38,399
CAPITAL OUTLAY (ACTUAL)	\$ 163,231	\$ 22,532	\$ 395,463	\$ 766,380	\$ 473,448
AS BUDGET	\$ 3,560	\$ 3,600	\$ 39,159	\$ 39,595	Not Applicable
% ACTUAL TO BUDGET	4585.26%	625.99%	1009.89%	1935.57%	Not Applicable

NATURAL GAS: EXPENSES

REPORTING PERIOD: 11/2019

MONROE
MOST RECENT
12-MONTH

149

	Nov 2019	Nov 2018	FY2019 YTD	FY2018 YTD	12-MONTH
FUND TRANSFERS					
Admin Alloc - Adm Exp	\$ 49,717	\$ 43,259	\$ 458,886	\$ 376,083	\$ 510,322
Transfer To Gf	9,964	8,693	222,901	182,937	261,671
Transfer To Cip	15,028	-	165,307	-	165,307
Transfer - Insurance	-	-	-	-	-
Transfer - E&R	15,028	-	165,307	-	165,307
FUND TRANSFERS (ACTUAL)	\$ 89,737	\$ 51,952	\$ 1,012,401	\$ 559,019	\$ 1,102,606
AS BUDGET	\$ 86,066	\$ 80,819	\$ 946,727	\$ 889,012	Not Applicable
% ACTUAL TO BUDGET	104.26%	64.28%	106.94%	62.88%	Not Applicable
TOTAL EXPENSES (ACTUAL)	\$ 440,325	\$ 236,221	\$ 3,732,310	\$ 3,206,887	\$ 4,181,565
AS BUDGET	\$ 293,528	\$ 155,791	\$ 3,228,812	\$ 1,713,698	Not Applicable
% ACTUAL TO BUDGET	150.01%	151.63%	115.59%	187.13%	Not Applicable

WATER / WASTEWATER: MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 11/2019 | FY 2019



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

CITY OF MONROE: WATER & SEWER FUND OVERVIEW

	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	FY 2019	AS BUDGET	FY 2018
REVENUES	\$ 0.987M	\$ 0.976M	\$ 1.159M	\$ 0.948M	\$ 1.024M	\$ 1.117M	\$ 0.990M	\$ 1.198M	\$ 1.061M	\$ 1.013M	\$ 0.954M		\$ 11.427M	\$ 9.354M	\$ 10.437M
PERSONNEL COSTS	\$ 0.247M	\$ 0.246M	\$ 0.260M	\$ 0.223M	\$ 0.325M	\$ 0.258M	\$ 0.196M	\$ 0.277M	\$ 0.217M	\$ 0.216M	\$ 0.247M		\$ 2.712M	\$ 2.407M	\$ 1.981M
CONTRACTED SVC	\$ 0.016M	\$ 0.016M	\$ 0.035M	\$ 0.016M	\$ 0.035M	\$ 0.043M	\$ 0.028M	\$ 0.023M	\$ 0.056M	\$ 0.033M	\$ 0.027M		\$ 0.327M	\$ 0.552M	\$ 0.363M
SUPPLIES	\$ 0.043M	\$ 0.082M	\$ 0.086M	\$ 0.054M	\$ 0.115M	\$ 0.093M	\$ 0.090M	\$ 0.083M	\$ 0.083M	\$ 0.118M	\$ 0.115M		\$ 0.962M	\$ 1.033M	\$ 0.904M
CAPITAL OUTLAY	\$ 0.165M	\$ 0.257M	\$ 0.450M	\$ 0.341M	\$ 0.334M	\$ 0.330M	\$ 0.223M	\$ 0.305M	\$ 0.349M	\$ 0.276M	\$ 0.333M		\$ 3.363M	\$ 3.282M	\$ 3.990M
FUND TRANSFERS	\$ 0.118M	\$ 0.124M	\$ 0.121M	\$ 0.120M	\$ 0.122M	\$ 0.121M	\$ 0.132M	\$ 0.129M	\$ 0.134M	\$ 0.099M	\$ 0.163M		\$ 1.382M	\$ 1.367M	\$ 0.443M
DEPRECIATION	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1.665M		\$ 1.665M	\$ -	\$ 1.610M
EXPENSES	\$ 0.589M	\$ 0.725M	\$ 0.952M	\$ 0.754M	\$ 0.931M	\$ 0.844M	\$ 0.669M	\$ 0.817M	\$ 0.838M	\$ 0.742M	\$ 2.550M		\$ 10.411M	\$ 8.641M	\$ 9.290M
MARGIN	\$ 0.398M	\$ 0.251M	\$ 0.206M	\$ 0.194M	\$ 0.093M	\$ 0.273M	\$ 0.321M	\$ 0.381M	\$ 0.223M	\$ 0.270M	\$ (1.596M)		\$ 1.015M	\$ 0.713M	\$ 1.147M

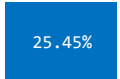
12-MO
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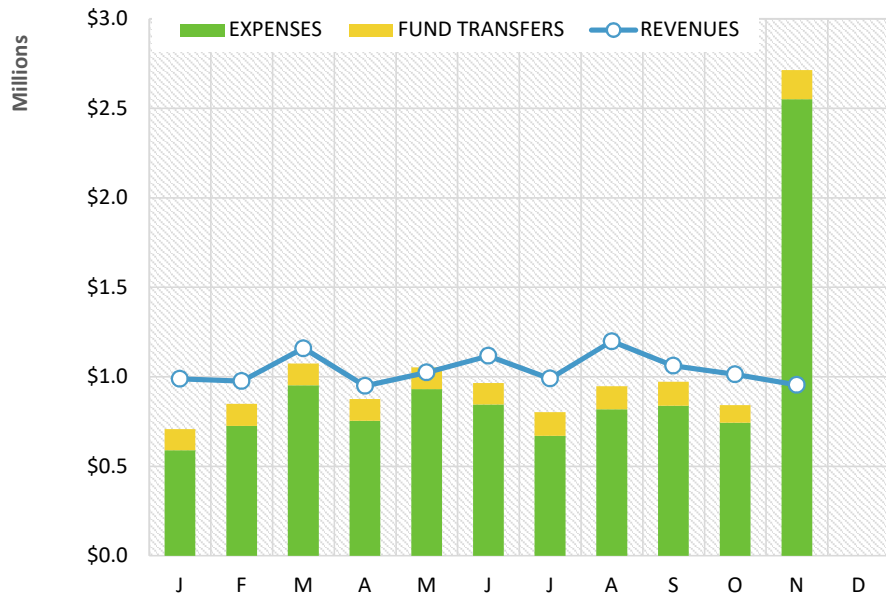
12-MO
RETAIL
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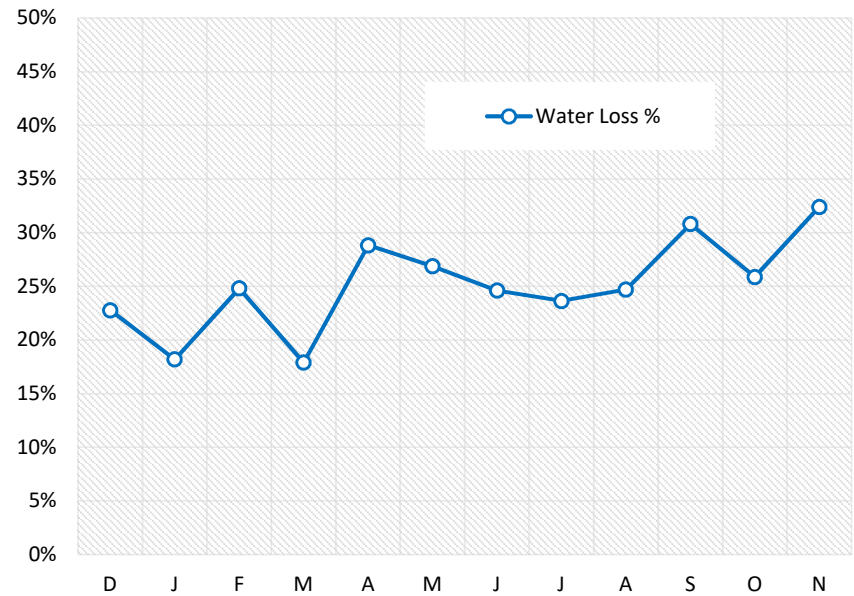
ROLLING
12-MO LINE
LOSS



REVENUES vs. EXPENSES



MONTHLY WATER PROCESSED VS SOLD



RETAIL SALES REPORT

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

CUSTOMER COUNT - WATER

Residential	8,150	8,139	8,511	8,207	8,224	8,199	8,200	8,318	8,368	8,390	8,381
Commercial	913	909	922	928	923	938	926	937	934	926	931
Industrial	2	2	2	2	2	2	2	1	1	1	1
Water Authority	1	1	1	1	1	1	1	1	1	1	1
Residential Sprinkler	253	256	262	253	258	265	276	293	305	314	312
Commercial Sprinkler	78	78	78	79	76	78	78	79	78	78	78
Total	9,397	9,385	9,776	9,470	9,484	9,483	9,483	9,629	9,687	9,710	9,704

YOY Δ	-1.46%	-0.75%	3.12%	-0.24%	-0.28%	-1.16%	-0.46%	0.80%	1.51%	1.04%	1.41%
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KGALLONS - WATER

Residential	34,009	33,336	32,263	32,014	33,701	40,330	41,509	42,457	43,165	43,479	39,089
Commercial	12,015	9,714	10,563	11,187	12,113	12,932	12,939	16,812	16,815	17,128	13,742
Industrial	2,008	1,769	1,318	1,607	1,597	1,708	2,449	1,593	1,722	1,543	1,290
Water Authority	4,937	4,616	4,293	5,850	3,446	6,713	8,342	9,827	20	6,536	2,276
Total	52,969	49,435	48,437	50,658	50,857	61,683	65,239	70,689	61,721	68,686	56,397

YOY Δ	9.05%	-4.57%	-0.51%	5.16%	-1.00%	10.50%	15.34%	26.62%	6.25%	17.19%	1.96%
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REVENUE - WATER

Residential	\$ 0.289M	\$ 0.278M	\$ 0.266M	\$ 0.271M	\$ 0.280M	\$ 0.330M	\$ 0.345M	\$ 0.356M	\$ 0.359M	\$ 0.361M	\$ 0.328M
Commercial	\$ 0.088M	\$ 0.075M	\$ 0.080M	\$ 0.086M	\$ 0.084M	\$ 0.096M	\$ 0.095M	\$ 0.117M	\$ 0.114M	\$ 0.120M	\$ 0.100M
Industrial	\$ 0.008M	\$ 0.007M	\$ 0.005M	\$ 0.007M	\$ 0.007M	\$ 0.007M	\$ 0.010M	\$ 0.007M	\$ 0.007M	\$ 0.006M	\$ 0.005M
Water Authority	\$ 0.020M	\$ 0.019M	\$ 0.018M	\$ 0.024M	\$ 0.014M	\$ 0.027M	\$ 0.034M	\$ 0.040M	\$ 0.000M	\$ 0.027M	\$ 0.009M
Total	\$ 0.405M	\$ 0.379M	\$ 0.370M	\$ 0.387M	\$ 0.384M	\$ 0.461M	\$ 0.483M	\$ 0.519M	\$ 0.481M	\$ 0.514M	\$ 0.443M

YOY Δ	9.67%	-1.02%	-2.16%	3.70%	-2.69%	9.40%	13.63%	22.17%	9.36%	16.13%	5.48%
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RETAIL SALES REPORT

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

CUSTOMER COUNT - SEWER

Residential	6,270	6,237	6,576	6,289	6,304	6,272	6,280	6,373	6,428	6,451	6,437
Commercial	819	814	820	824	811	829	779	787	785	775	772
Water Authority	1	1	1	1	1	1	1	1	1	1	1
Total	7,090	7,052	7,397	7,114	7,116	7,102	7,060	7,161	7,214	7,227	7,210
YOY Δ	1.66%	2.20%	7.03%	2.91%	2.80%	2.00%	2.01%	2.93%	4.20%	3.55%	3.94%

KGALLONS - SEWER

Residential	34,009	33,336	32,263	32,014	33,701	40,330	41,509	42,457	43,165	43,479	39,089
Commercial	12,015	9,714	10,563	11,187	12,113	12,932	12,939	16,812	16,815	17,128	13,742
Water Authority	4,937	4,616	4,293	5,850	3,446	6,713	8,342	9,827	20	6,536	2,276
Total	50,961	47,666	47,119	49,051	49,260	59,975	62,790	69,096	59,999	67,143	55,107
YOY Δ	9.90%	-3.96%	0.94%	4.92%	-0.74%	9.93%	14.80%	26.60%	6.39%	18.10%	3.06%

REVENUE - SEWER

Residential	\$ 0.203M	\$ 0.197M	\$ 0.193M	\$ 0.195M	\$ 0.197M	\$ 0.208M	\$ 0.211M	\$ 0.214M	\$ 0.218M	\$ 0.217M	\$ 0.211M
Commercial	\$ 0.144M	\$ 0.119M	\$ 0.129M	\$ 0.130M	\$ 0.117M	\$ 0.135M	\$ 0.126M	\$ 0.154M	\$ 0.136M	\$ 0.151M	\$ 0.137M
Water Authority	\$ 0.001M	\$ 0.001M	\$ 0.001M	\$ 0.001M	\$ 0.001M	\$ 0.001M	\$ 0.001M	\$ 0.001M	\$ 0.001M	\$ -	\$ -
Total	\$ 0.348M	\$ 0.317M	\$ 0.323M	\$ 0.326M	\$ 0.315M	\$ 0.345M	\$ 0.338M	\$ 0.370M	\$ 0.356M	\$ 0.367M	\$ 0.348M
YOY Δ	11.08%	0.93%	2.55%	2.90%	-3.38%	-1.13%	-0.17%	11.60%	3.91%	8.01%	7.15%

SALES STATISTICS

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

AVERAGE KGALLONS/CUSTOMER (WATER)

Residential	4	4	4	4	4	5	5	5	5	5	5	5
Commercial	13	11	11	12	13	14	14	18	18	18	15	14
Industrial	1,004	885	659	804	799	854	1,225	1,593	1,722	1,543	1,290	1,125
Water Authority	4,937	4,616	4,293	5,850	3,446	6,713	8,342	9,827	20	6,536	2,276	5,169

AVERAGE \$/CUSTOMER (WATER)

Residential	\$35	\$34	\$31	\$33	\$34	\$40	\$42	\$43	\$43	\$43	\$39	\$38
Commercial	\$96	\$83	\$87	\$92	\$91	\$102	\$103	\$125	\$122	\$130	\$108	\$103
Industrial	\$4,141	\$3,658	\$2,747	\$3,331	\$3,310	\$3,535	\$5,031	\$6,604	\$7,126	\$6,402	\$5,380	\$4,660
Water Authority	\$20,114	\$18,817	\$17,512	\$23,803	\$14,091	\$27,289	\$33,870	\$39,870	\$250	\$26,574	\$9,364	\$21,050

AVERAGE \$/KGALLON (WATER)

Residential	\$8.4846	\$8.3400	\$8.2536	\$8.4501	\$8.3046	\$8.1945	\$8.3015	\$8.3762	\$8.3260	\$8.2998	\$8.3797	\$8.3373
Commercial	\$7.2895	\$7.7367	\$7.5985	\$7.6694	\$6.9252	\$7.4001	\$7.3398	\$6.9808	\$6.7697	\$7.0190	\$7.2988	\$7.2752
Industrial	\$4.1240	\$4.1354	\$4.1680	\$4.1450	\$4.1457	\$4.1388	\$4.1089	\$4.1459	\$4.1380	\$4.1494	\$4.1708	\$4.1427
Water Authority	\$4.0742	\$4.0766	\$4.0793	\$4.0688	\$4.0890	\$4.0651	\$4.0602	\$4.0572	\$12.4775	\$4.0658	\$4.1141	\$4.8389
Average	\$5.9931	\$6.0722	\$6.0249	\$6.0833	\$5.8661	\$5.9496	\$5.9526	\$5.8900	\$7.9278	\$5.8835	\$5.9909	\$6.1485

AVERAGE KGALLONS/CUSTOMER (SEWER)

Residential	5	5	5	5	5	6	7	7	7	7	6	6
Commercial	15	12	13	14	15	16	17	21	21	22	18	17
Water Authority	4,937	4,616	4,293	5,850	3,446	6,713	8,342	9,827	20	6,536	2,276	5,169

AVERAGE \$/CUSTOMER (SEWER)

Residential	\$32	\$32	\$29	\$31	\$31	\$33	\$34	\$34	\$34	\$34	\$33	\$32
Commercial	\$176	\$146	\$157	\$158	\$144	\$163	\$162	\$196	\$173	\$194	\$177	\$168
Water Authority	\$1,306	\$1,146	\$1,183	\$1,039	\$1,173	\$1,386	\$1,279	\$1,226	\$1,386	\$0	\$0	\$1,011

AVERAGE \$/KGALLON (SEWER)

Residential	\$5.9674	\$5.9194	\$5.9889	\$6.0889	\$5.8481	\$5.1676	\$5.0736	\$5.0511	\$5.0602	\$4.9866	\$5.3891	\$5.5037
Commercial	\$11.9805	\$12.2341	\$12.1739	\$11.6506	\$9.6333	\$10.4180	\$9.7553	\$9.1714	\$8.0798	\$8.7916	\$9.9662	\$10.3504
Water Authority	\$0.2645	\$0.2483	\$0.2756	\$0.1777	\$0.3403	\$0.2064	\$0.1533	\$0.1247	\$69.2900	\$0.0000	\$0.0000	\$6.4619
Average	\$6.0708	\$6.1339	\$6.1461	\$5.9724	\$5.2739	\$5.2640	\$4.9941	\$4.7824	\$27.4766	\$4.5927	\$5.1184	\$7.4387

	Nov 2019	Nov 2018	FY2019 YTD	FY2018 YTD	12-MONTH
SALES REVENUES					
WATER SALES	\$ 433,202	\$ 417,761	\$ 4,762,834	\$ 4,183,074	\$ 5,441,246
SEWER SALES	\$ 340,282	\$ 322,140	\$ 3,685,334	\$ 3,347,715	\$ 4,274,224
SALES REVENUES (ACTUAL)	\$ 773,483	\$ 739,901	\$ 8,448,168	\$ 7,530,789	\$ 9,715,470
AS BUDGET	\$ 725,000	\$ 705,083	\$ 7,975,000	\$ 7,755,917	Not Applicable
% ACTUAL TO BUDGET	106.69%	104.94%	105.93%	97.10%	Not Applicable

OTHER REVENUES

WATER

OP REVENUE	\$ 124	\$ 2,021	\$ 13,532	\$ 17,352	\$ 2,913
MISC REVENUE	\$ 5,018	\$ 2,645	\$ 59,509	\$ 105,058	\$ 5,290
SALE OF FIXED ASSETS	\$ 1,476	\$ -	\$ 2,571	\$ 198	\$ -
REIMB DAMAGE PROP	\$ -	\$ -	\$ -	\$ -	\$ -
TAP FEES	\$ 5,075	\$ 21,700	\$ 467,100	\$ 202,875	\$ 37,375
CUST ACCT FEES	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER REV	\$ -	\$ -	\$ -	\$ -	\$ -
ADMIN ALLOC WATER DIST	\$ -	\$ 43,720	\$ -	\$ 174,707	\$ 29,988
INT/INVEST INCOME	\$ -	\$ -	\$ -	\$ -	\$ -
STATE GRANTS	\$ -	\$ -	\$ -	\$ -	\$ -
FEDERAL GRANT	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER FROM CIP_WATER	\$ 115,445	\$ 27,425	\$ 906,157	\$ 1,153,328	\$ 41,974
ADMIN ALLOC WATER	\$ 15,426	\$ -	\$ 228,221	\$ -	\$ -
OTHER REVENUES (WATER)	\$ 142,564	\$ 97,511	\$ 1,677,090	\$ 1,653,518	\$ 117,540

SEWER

OP REVENUE	\$ 5,538	\$ 1,000	\$ 43,255	\$ 44,770	\$ 10,200
FEDERAL GRANT	\$ -	\$ -	\$ -	\$ -	\$ -
MISC REVENUE	\$ 280	\$ -	\$ 22,436	\$ 4,000	\$ -
TAP FEES	\$ 5,000	\$ 8,000	\$ 271,500	\$ 122,000	\$ 43,000
SALE OF ASSETS - SEWAGE	\$ -	\$ 921	\$ -	\$ 921	\$ -
CUST ACCT FEES	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER REV	\$ -	\$ -	\$ -	\$ -	\$ -
FEDERAL GRANT CDBG 2018	\$ 12,950	\$ -	\$ 12,950	\$ -	\$ -
ADMIN ALLOC SEW COLLECT	\$ -	\$ 34,973	\$ -	\$ 139,751	\$ 23,988
INT/INVEST INCOME	\$ -	\$ -	\$ -	\$ -	\$ -
STATE GRANTS	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER FROM CIP_SEWER	\$ 1,873	\$ 37,352	\$ 770,816	\$ 941,269	\$ 26,858
ADMIN ALLOC SEWAGE	\$ 12,192	\$ -	\$ 180,376	\$ -	\$ -
OTHER REVENUES (SEWER)	\$ 37,832	\$ 82,245	\$ 1,301,332	\$ 1,252,711	\$ 104,046

OTHER REVENUES (TOTAL)	\$ 180,396	\$ 179,756	\$ 2,978,422	\$ 2,906,229	\$ 221,586
AS BUDGET	\$ 33,082	\$ 43,989	\$ 363,898	\$ 483,877	Not Applicable
% ACTUAL TO BUDGET	545.30%	408.64%	818.48%	600.61%	Not Applicable

TOTAL REVENUES (ACTUAL)	\$ 953,879	\$ 919,657	\$ 11,426,590	\$ 10,437,018	\$ 9,937,056
AS BUDGET	\$ 758,082	\$ 749,072	\$ 8,338,898	\$ 8,239,794	Not Applicable
% ACTUAL TO BUDGET	125.83%	122.77%	137.03%	126.67%	Not Applicable

	Nov 2019	Nov 2018	FY2019 YTD	FY2018 YTD	12-MONTH
PERSONNEL	\$ 248,426	\$ 232,769	\$ 2,093,945	\$ 1,636,789	\$ 2,377,352
CONTRACTED SERVICES	\$ 35,320	\$ 9,064	\$ 548,778	\$ 548,871	\$ 610,815
SUPPLIES	\$ 161,474	\$ 98,548	\$ 2,211,480	\$ 2,375,866	\$ 2,451,985
CAPITAL OUTLAY	\$ 276,206	\$ 118,244	\$ 2,516,557	\$ 2,689,945	\$ 2,816,989
FUND TRANSFERS	\$ 163,018	\$ 45,934	\$ 1,374,984	\$ 428,616	\$ 1,460,327
DEPRECIATION	\$ 1,665,456	\$ 886,670	\$ 1,665,456	\$ 2,349,884	\$ 1,811,777
TOTAL	\$ 2,549,900	\$ 1,391,230	\$ 10,411,201	\$ 10,029,972	\$ 11,529,244

WATER

WATER TREATMENT PLANT

PERSONNEL					
Compensation	\$ 34,685	\$ 41,998	\$ 308,657	\$ 259,504	\$ 336,806
PERSONNEL (ACTUAL)	\$ 48,762	\$ 51,797	\$ 458,997	\$ 348,907	\$ 513,771
AS BUDGET	\$ 40,396	\$ 80,502	\$ 444,352	\$ 885,524	Not Applicable
% ACTUAL TO BUDGET	120.71%	64.34%	103.30%	39.40%	Not Applicable
CONTRACTED SERVICES					
CONTRACTED SERVICES (ACTUAL)	\$ 5,150	\$ (1,774)	\$ 99,264	\$ 191,522	\$ 105,888
AS BUDGET	\$ 24,073	\$ 32,204	\$ 264,807	\$ 354,246	Not Applicable
% ACTUAL TO BUDGET	21.39%	-5.51%	37.49%	54.06%	Not Applicable
SUPPLIES					
SUPPLIES (ACTUAL)	\$ 76,152	\$ 23,757	\$ 542,706	\$ 542,983	\$ 623,508
AS BUDGET	\$ 53,446	\$ 66,591	\$ 587,904	\$ 732,499	Not Applicable
% ACTUAL TO BUDGET	142.48%	35.68%	92.31%	74.13%	Not Applicable
CAPITAL OUTLAY					
Capital Expenditures	\$ -	\$ -	\$ 172,520	\$ 89,357	\$ 172,520
CAPITAL OUTLAY (ACTUAL)	\$ 88,178	\$ 32,567	\$ 1,234,631	\$ 1,108,820	\$ 1,416,724
AS BUDGET	\$ 77,779	\$ 56,015	\$ 855,570	\$ 616,164	Not Applicable
% ACTUAL TO BUDGET	113.37%	58.14%	144.31%	179.96%	Not Applicable
DEPRECIATION					
DEPRECIATION (ACTUAL)	\$ 917,583	\$ 84,340	\$ 917,583	\$ 927,736	\$ 1,001,923
AS BUDGET	\$ 917,583	\$ 84,340	\$ 917,583	\$ 927,736	\$ 1,001,923
% ACTUAL TO BUDGET	100.00%	100.00%	100.00%	100.00%	100.00%
FUND TRANSFERS					
Transfer To Gf	\$ 63,182	\$ 25,778	\$ 299,688	\$ 234,723	\$ 346,617
Transfer To Cip	\$ 18,873	\$ -	\$ 207,601	\$ -	\$ 207,601
Transfer - Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer - E&R	\$ 18,873	\$ -	\$ 207,601	\$ -	\$ 207,601
FUND TRANSFERS (ACTUAL)	\$ 100,928	\$ 25,778	\$ 714,890	\$ 234,723	\$ 761,820
AS BUDGET	\$ 62,280	\$ -	\$ 685,084	\$ -	Not Applicable
% ACTUAL TO BUDGET	162.05%	0.00%	104.35%	0.00%	Not Applicable

WATER DISTRIBUTION SYSTEM

PERSONNEL					
PERSONNEL (ACTUAL)	\$ 68,861	\$ 61,964	\$ 541,804	\$ 403,388	\$ 614,588
AS BUDGET	\$ 44,288	\$ -	\$ 487,164	\$ -	Not Applicable
% ACTUAL TO BUDGET	155.49%	0.00%	111.22%	0.00%	Not Applicable
CONTRACTED SERVICES					
CONTRACTED SERVICES (ACTUAL)	\$ 8,649	\$ 1,612	\$ 98,453	\$ 70,076	\$ 102,320
AS BUDGET	\$ 9,638	\$ -	\$ 106,013	\$ -	Not Applicable
% ACTUAL TO BUDGET	89.74%	0.00%	92.87%	0.00%	Not Applicable
SUPPLIES					
SUPPLIES (ACTUAL)	\$ 27,120	\$ 4,659	\$ 268,238	\$ 226,257	\$ 296,382
AS BUDGET	\$ 15,425	\$ -	\$ 169,675	\$ -	Not Applicable
% ACTUAL TO BUDGET	175.82%	0.00%	158.09%	0.00%	Not Applicable
CAPITAL OUTLAY					
CAPITAL OUTLAY (ACTUAL)	\$ 115,445	\$ 16,306	\$ 530,160	\$ 833,682	\$ 559,261
AS BUDGET	\$ -	\$ -	\$ -	\$ -	Not Applicable
% ACTUAL TO BUDGET	0.00%	0.00%	0.00%	0.00%	Not Applicable
TOTAL WATER EXPENSES (ACTUAL)	\$ 1,456,828	\$ 301,005	\$ 5,406,726	\$ 4,888,093	\$ 5,996,184
AS BUDGET	\$ 327,324	\$ 235,312	\$ 3,600,569	\$ 2,588,433	Not Applicable
% ACTUAL TO BUDGET	445.07%	127.92%	150.16%	188.84%	Not Applicable

WASTEWATER

STORMWATER

PERSONNEL

PERSONNEL (ACTUAL)	\$	35,949	\$	26,048	\$	309,904	\$	198,523	\$	345,891
AS BUDGET	\$	29,444	\$	77,896	\$	323,882	\$	856,857		Not Applicable
% ACTUAL TO BUDGET		122.09%		33.44%		95.68%		23.17%		Not Applicable

CONTRACTED SERVICES

CONTRACTED SERVICES (ACTUAL)	\$	4,668	\$	125	\$	29,672	\$	11,938	\$	34,134
AS BUDGET	\$	5,384	\$	32,450	\$	59,224	\$	356,950		Not Applicable
% ACTUAL TO BUDGET		86.71%		0.39%		50.10%		3.34%		Not Applicable

SUPPLIES

SUPPLIES (ACTUAL)	\$	2,611	\$	720	\$	63,907	\$	31,275	\$	68,274
AS BUDGET	\$	53,446	\$	66,591	\$	587,904	\$	732,499		Not Applicable
% ACTUAL TO BUDGET		4.88%		1.08%		10.87%		4.27%		Not Applicable

CAPITAL OUTLAY

Capital Expenditures	\$	-	\$	-	\$	-	\$	63,600	\$	-
CAPITAL OUTLAY (ACTUAL)	\$	72,583	\$	69,371	\$	751,767	\$	747,443	\$	841,004
AS BUDGET	\$	110,346	\$	55,987	\$	1,213,808	\$	615,859		Not Applicable
% ACTUAL TO BUDGET		65.78%		123.90%		61.93%		121.37%		Not Applicable

DEPRECIATION

DEPRECIATION (ACTUAL)	\$	7,525	\$	61,982	\$	7,525	\$	681,799	\$	69,506
DEPRECIATION (ACTUAL)	\$	7,525	\$	61,982	\$	7,525	\$	681,799	\$	69,506

SEWAGE

FUND TRANSFERS

FUND TRANSFERS (ACTUAL)	\$	62,090	\$	20,156	\$	660,094	\$	193,893	\$	698,507
AS BUDGET	\$	50,600	\$	52,467	\$	556,600	\$	577,133		Not Applicable
% ACTUAL TO BUDGET		122.71%		38.42%		118.59%		33.60%		Not Applicable

DEPRECIATION

DEPRECIATION (ACTUAL)	\$	740,348	\$	-	\$	740,348	\$	-	\$	740,348
DEPRECIATION (ACTUAL)	\$	740,348	\$	740,348	\$	740,348	\$	740,348	\$	740,348

SEWAGE COLLECTION

PERSONNEL

PERSONNEL (ACTUAL)	\$	45,853	\$	47,816	\$	384,017	\$	366,898	\$	447,332
AS BUDGET	\$	31,374	\$	-	\$	345,111	\$	-		Not Applicable
% ACTUAL TO BUDGET		146.15%		0.00%		111.27%		0.00%		Not Applicable

CONTRACTED SERVICES

CONTRACTED SERVICES (ACTUAL)	\$	8,268	\$	3,190	\$	99,603	\$	89,053	\$	108,876
AS BUDGET	\$	6,937	\$	-	\$	76,308	\$	-		Not Applicable
% ACTUAL TO BUDGET		119.19%		0.00%		130.53%		0.00%		Not Applicable

SUPPLIES

SUPPLIES (ACTUAL)	\$	10,230	\$	16,191	\$	327,823	\$	919,386	\$	353,976
AS BUDGET	\$	10,119	\$	-	\$	111,311	\$	-		Not Applicable
% ACTUAL TO BUDGET		101.09%		0.00%		294.51%		0.00%		Not Applicable

SEWAGE TREATMENT

PERSONNEL

PERSONNEL (ACTUAL)	\$	49,002	\$	45,144	\$	399,223	\$	319,075	\$	455,770
AS BUDGET	\$	33,793	\$	-	\$	371,720	\$	-		Not Applicable
% ACTUAL TO BUDGET		145.01%		0.00%		107.40%		0.00%		Not Applicable

CONTRACTED SERVICES

CONTRACTED SERVICES (ACTUAL)	\$	8,584	\$	5,911	\$	221,787	\$	186,281	\$	259,597
AS BUDGET	\$	53,200	\$	-	\$	585,200	\$	-		Not Applicable
% ACTUAL TO BUDGET		16.14%		0.00%		37.90%		0.00%		Not Applicable

SUPPLIES

SUPPLIES (ACTUAL)	\$	45,361	\$	53,222	\$	1,008,807	\$	655,966	\$	1,109,846
AS BUDGET	\$	54,463	\$	-	\$	599,097	\$	-		Not Applicable
% ACTUAL TO BUDGET		83.29%		0.00%		168.39%		0.00%		Not Applicable

TOTAL EXPENSES (ACTUAL)	\$	1,093,072	\$	1,090,224	\$	5,004,475	\$	5,141,879	\$	5,533,061
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AS BUDGET	\$	439,106	\$	285,391	\$	4,830,165	\$	3,139,298		Not Applicable
% ACTUAL TO BUDGET		248.93%		382.01%		103.61%		163.79%		Not Applicable



To: City Council, Committee, City Administrator
From: Rodney Middlebrooks, Director of Water & Gas
Department: Water
Date: 1/7/2019
Description: Approval - GEMA Generator Grant Application

Budget Account/Project Name:

Funding Source:

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

Recommendation:

Recommendation to allow Carter & Sloope to proceed with the proper paperwork to seek grant funding to provide generators @ the Alcovy River and the City of Monroe Water Treatment Plant.

Background: Carter & Sloop has found a one-time GEMA/FEMA grant for generators. This money was set aside after the Hurricane Michael storm recovery effort and there are extra funds available. Walton County was in the designated area of the original funding so this would be 75/25 match. We would install generators at the Alcovy River and also the water plant location. These would allow us to continue to make and supply water during a natural disaster.

Attachment(s):

Homeland Security Generator Application
 Carter & Sloope Estimate

Georgia Emergency Management Agency / Homeland Security
Generator Application

I. Funding Sources

The maximum FEMA share for HMGP projects is 75 percent. The other 25 percent can be made up of State and Local funds as well as in-kind services. HMGP funds may be packaged with other Federal funds, but other Federal funds (except for Federal funds which lose their Federal identity at the State level – such as CDBG, ARS, HOME) may not be used for the State or Local match.

<i>Estimated FEMA Share</i>	\$ <u>869,550.00</u>	<u>75%</u> of Total (75%)
<i>Non-Federal Share</i>		
Estimated Local Share	\$ <u>289,850.00</u>	<u>25%</u> of Total (15%) Source of Funds,
Estimated State Share	\$ <u>0.00</u>	<u>0%</u> of Total (10%)
<i>Total Project Costs</i>	\$ <u>1,159,400.00</u>	<u>100%</u> of Total

II. Project Implementation Narrative:

Please indicate who will be responsible for the oversight of the project:

The City of Monroe is requesting funding to purchase four (4) fixed generators for use as emergency power for water, sewer and public works facilities. Also, in this request is the funding to purchase and install automatic transfer switches at the facilities (which is necessary to utilize the emergency power source) as well as concrete pads and fuel for initial testing.

Please indicate who will be responsible for issuing the Request for Proposal for this project:

This project will be overseen by the Carter and Sloope, Inc. on behalf of the City of Monroe. A request for bids for purchase of the generators and required equipment will be issued by Carter and Sloope, Inc. The City will award the bid and the selected supplier will provide the generators and equipment. Carter and Sloope, Inc. will also bid the installation of the generators, concrete pads, and transfer switches at the facilities. The minimum dimensions of the concrete pads for the generator will vary based on size.

III. Generator Maintenance and Usage: Please indicate who will be responsible for the maintenance of the generator and activating the use of the generator:

The City of Monroe maintains a number of emergency generators and these additional generators will pose no significant burden to the City. The City will perform all required maintenance of all City generators. Maintenance personnel will be responsible for ensuring 24-hour operability. The generator will be tested bi-weekly in accordance with the manufacturer's recommendations.

IV. Project Work Schedule: Provided are the standard steps you will need to take to complete the project from start to finish and the number of days each step will require. This includes the time required pre-construction steps such as project design, bidding and bid award and close-out.

Work Item	Number of Days to Complete
Execute grant agreements	1-60
Bidding/Vendor Selection	61-120
Equipment Procurement & delivery	121-150
Site Work	151-175
Electrical Rough-in: interior conduit, modify/demo existing panels. Install/terminate wiring.	176-180
Integrate into existing controls	181-200
Start-up and Testing	200-230
Final Inspection	230-260
Project Close-Out	261-280

MAINTENANCE AGREEMENT

All applicants whose proposed project involves the retrofit or modification of existing public property; or whose proposed project would result in the public ownership or management of property, structures, or facilities; or a private, non-profit entity with a 501(c) designation must first sign the following agreement prior to submitting their application to FEMA.

The Mayor of Monroe, State of Georgia, hereby agrees that (City or Entity Name, Town, County) if it receives any Federal aid as a result of the attached project application, it will accept responsibility, at its own expense if necessary, for the **routine** maintenance of any real property, structures, or facilities acquired or constructed as a result of such Federal aid. Routine maintenance shall include, but not be limited to, such responsibilities as keeping vacant land clear of debris, garbage, and vermin; keeping stream channels, culverts, and storm drains clear of obstructions and debris; and keeping detention ponds free of debris, trees, and woody growth.

The purpose of this agreement is to make clear the Subrecipient's maintenance responsibilities following project award and to show the Subrecipient's acceptance of these responsibilities. It does not replace, supercede, or add to any other maintenance responsibilities imposed by Federal law or regulation and which are in force on the date of project award.

Signed by _____ the authorized applicant agent
(printed or typed *name of signing official*)

Mayor of City of Monroe, GA,
(*title*) (*name of applicant*)

this _____ (day) of _____ (month), _____ (year).

Authorized Applicant Agent's Signature* _____

* An individual authorized to sign financial and legal documents on behalf on the local government or private non-profit entity (e.g., the Chairperson, Board of County Commissioners or the County Manager, etc.)

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): _____ * Other (Specify): _____
* 3. Date Received: 12/12/2019	4. Applicant Identifier: _____	
5a. Federal Entity Identifier: _____	5b. Federal Award Identifier: _____	
State Use Only:		
6. Date Received by State: _____	7. State Application Identifier: _____	
8. APPLICANT INFORMATION:		
* a. Legal Name: City of Monroe		
* b. Employer/Taxpayer Identification Number (EIN/TIN): _____	* c. Organizational DUNS: _____	
d. Address:		
* Street1:	215 North Broad Street	
Street2:	_____	
* City:	Monroe	
County/Parish:	Walton	
* State:	GA: Georgia	
Province:	_____	
* Country:	USA: UNITED STATES	
* Zip / Postal Code:	30655-215	
e. Organizational Unit:		
Department Name: _____	Division Name: _____	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Mr.	* First Name: Charlie	_____
Middle Name: _____	_____	
* Last Name: Bridges	_____	
Suffix: _____	_____	
Title: Project Manager		
Organizational Affiliation: Carter and Sloope, Inc.		
* Telephone Number: (478) 477-3923	Fax Number: _____	
* Email: cbridges@cartersloope.com		

Application for Federal Assistance SF-424			
* 9. Type of Applicant 1: Select Applicant Type:			
<input type="text" value="C: City or Township Government"/>			
Type of Applicant 2: Select Applicant Type:			
<input type="text"/>			
Type of Applicant 3: Select Applicant Type:			
<input type="text"/>			
* Other (specify):			
<input type="text"/>			
* 10. Name of Federal Agency:			
<input type="text" value="Federal Emergency Management Agency"/>			
11. Catalog of Federal Domestic Assistance Number:			
<input type="text" value="97.039"/>			
CFDA Title:			
<input type="text" value="Hazard Mitigation Grant Program (HMGP)"/>			
* 12. Funding Opportunity Number:			
<input type="text" value="DR-4400"/>			
* Title:			
<input type="text" value="HMGP4400"/>			
13. Competition Identification Number:			
<input type="text"/>			
Title:			
<input type="text"/>			
14. Areas Affected by Project (Cities, Counties, States, etc.):			
<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
* 15. Descriptive Title of Applicant's Project:			
<input type="text" value="Water and Sewer Facilities Generator Project"/>			
Attach supporting documents as specified in agency instructions.			
<input type="button" value="Add Attachments"/>	<input type="button" value="Delete Attachments"/>	<input type="button" value="View Attachments"/>	

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts If needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date: * b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="869,550.00"/>
* b. Applicant	<input type="text" value="289,850.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="1,159,400.00"/>

* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

Yes No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

 ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name: Middle Name: * Last Name: Suffix: * Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed:

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE Mayor
APPLICANT ORGANIZATION City of Monroe, GA	DATE SUBMITTED 12/30/2019

City of Monroe GENMA Renewal Mitigation Costs

SITE LOCATION & GENERATOR SIZE	SHIPMENT & INSTALLATION	GENERATOR	FUEL TYPE	CONCRETE PAD FOR GENERATOR	GENERATOR & FUEL TANK ELEVATION (IF NEEDED)	FACILITY TRANSFER SWITCH & CONNECTIONS (IF NEEDED)	FUEL FOR INITIAL TESTING	TOTAL PROJECT COST	ANNUAL MAINTENANCE COST
Atchafalaya River Middle FS 600KW (Diesel)	\$ 48,000.00	\$ 134,000.00	\$ 2,000.00	\$ 6,000.00	TBD	\$ 38,000.00	\$ 5,500.00	\$ 228,500.00	\$ 2,750.00
TOTAL	\$ 48,000.00	\$ 134,000.00	\$ 2,000.00	\$ 6,000.00	TBD	\$ 38,000.00	\$ 5,500.00	\$ 228,500.00	\$ 2,750.00
City of Monroe WTP High Service FS 300KW (Fuel Gas)	\$ 45,000.00	\$ 300,000.00	N/A	\$ 5,500.00	TBD	\$ 35,000.00	N/A	\$ 685,500.00	\$ 2,375.00
TOTAL	\$ 45,000.00	\$ 300,000.00	N/A	\$ 5,500.00	TBD	\$ 35,000.00	N/A	\$ 685,500.00	\$ 2,375.00
City of Monroe WTP 300KW (Fuel Gas)	\$ 45,000.00	\$ 300,000.00	N/A	\$ 5,500.00	TBD	\$ 35,000.00	N/A	\$ 685,500.00	\$ 2,375.00
TOTAL	\$ 45,000.00	\$ 300,000.00	N/A	\$ 5,500.00	TBD	\$ 35,000.00	N/A	\$ 685,500.00	\$ 2,375.00
City of Monroe WTP 250KW (Fuel Gas)	\$ 18,000.00	\$ 21,000.00	N/A	\$ 3,500.00	TBD	Editing	N/A	\$ 42,500.00	\$ 1,350.00
TOTAL	\$ 18,000.00	\$ 21,000.00	N/A	\$ 3,500.00	TBD	Editing	N/A	\$ 42,500.00	\$ 1,350.00

Total Generator Cost:	\$ 1,054,000.00
Annual Maintenance Cost:	\$ 8,750.00
Budget (50%):	\$ 527,000.00
Contingency (5%):	\$ 26,350.00
Total Project:	\$ 553,350.00
Project Management Cost (2.0% of Total Project):	\$ 11,067.00
Federal Share (75%):	\$ 415,012.50
Local Share (25%):	\$ 138,337.50
State Share (0%):	\$ -
Total Project Cost:	\$ 553,350.00



November 2019
Monthly Report

CITY OF MONROE FIRE DEPT		2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019	2019
		JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL-YTD	
INCIDENT REPORTS															
	FIRES	6	10	8	7	7	2	3	4	7	3	3		60	
	EMS/RESCUE	149	109	131	139	114	150	144	118	115	120	109		1398	
	HAZARDOUS COND.	3	3	6	9	5	5	4	3	5	11	7		61	
	SERVICE CALL	13	8	3	12	11	8	11	9	8	17	13		113	
	GOOD INTENT	48	75	53	33	47	51	46	30	52	66	52		553	
	FALSE ALARMS	7	7	9	10	8	11	14	10	7	10	7		100	
	SEVER WEATHER	0	0	0	0	0	0	2	0	0	0	0		2	
	Total Service Calls	226	212	210	210	192	227	224	174	194	227	191	0	2287	

Fire Loss/Save Report		
	Loss	Saved
January	\$ 2,000.00	\$ -
February	\$ 17,300.00	\$ 797,371.00
March	\$ -	\$ -
April	\$ 1,000.00	\$ 119,000.00
May	\$ 197,800.00	\$ 8,900.00
June	\$ -	\$ -
July	\$ -	\$ -
August	\$ 45,000.00	\$ 82,650.00
September	\$ 11,112.00	\$ 211,159.00
October	\$ 2,000.00	\$ 78,610.00
November	\$ 30,000.00	\$ 50,100.00
December		
TOTAL	\$ 306,212.00	\$ 1,347,790.00

- Fire Notes:
- Assisted with Leadership Walton Class
 - Starting recruit program for 2020
 - Starting FAO class for department



POLICE

DEPARTMENT

MONTHLY REPORT

JANUARY

2020

2019	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOT
AGENCY													
LE CALLS													
WALTON SO	4,272	3,668	4,250	3,997	4,760	4,383	4,274	4,153	4,077	4,020	3,596		45,450
WCSSO AREA CHECKS	15,586	13,715	14,188	13,284	14,648	12,693	12,646	11,442	14,354	14,900	15,500		152,956
MONROE PD	3,086	3,324	5,078	5,393	3,450	1,885	1,682	1,676	1,699	1,728	1,610		30,611
MPD AREA CHECKS	364	231	264	111	2414	3,756	3678	3280	2888	3165	3100		23,251
LOGANVILLE PD	2,670	2,482	2,792	3,118	2,091	1,346	1,152	1,113	1,100	1,021	1,033		19,918
LPD AREA CHECKS	11	4	7	6	944	1505	1360	1492	1394	1509	1582		9,814
SOCIAL CIRCLE PD	2,593	2,431	2,361	2,297	1192	467	500	470	548	459	533		13,851
SPD AREA CHECKS	0	2	6	4	1102	1257	1301	1256	1112	1366	1201		8,607
													0
WALTON EMS	1,511	1,344	1,495	1,583	1,598	1,455	1,506	1,467	1,378	1,377	1,348		16,062
													0
FIRE DEPTS													0
WALTON FIRE	436	349	412	410	427	428	422	377	405	373	378		4,417
MONROE FIRE	234	221	217	229	207	235	238	190	196	239	199		2,405
LOGANVILLE FIRE	223	190	196	185	230	190	170	171	186	187	179		2,107
SOC CIRCLE FIRE	78	51	67	72	85	52	74	74	70	65	59		747
TOTAL	31,064	28,012	31,333	30,689	33,148	29,652	29,003	27,161	29,407	30,409	30,318	0	330,196
PHONE CALLS													
ABANDONED	138	155	173	192	258	161	214	162	186	246	216		2,101
ADMIN IN	5,886	5,026	5,964	6,033	6,567	6,238	6,376	6,460	6,148	5,721	5,348		65,767
ADMIN OUT	3,826	3,121	3,425	3,804	4,282	3,639	3,631	3,713	3,468	3,463	3,305		67,868
911	4244	3697	4475	4588	5078	4564	4701	4588	4597	4667	4203		49402
TOTAL	14,094	11,999	14,037	14,617	16,185	14,602	14,922	14,923	14,399	14,097	13,072	0	156,947

Local Number Inbound Summary

Fri, Nov 1, 2019 12:00 AM -
Sat, Nov 30, 2019 11:59 PM

173

Local Numbers	1	Total Calls	1,366
Total Answered Calls	826	Total Abandoned Calls	559
Total Distinct Callers	561	Total Call Duration	40:12:24
Total Talking Duration	22:37:56	Avg Call Duration Per Call	0:01:46
Avg Talking Duration Per Call	0:01:39	Max Call Duration	0:56:28
Avg Time to Answer Per Call	0:00:10	Max Time to Answer	0:01:38
Percent Answered	60.5%	Percent Abandoned	40.9%

Local Number	Total Calls	Answered Calls	Abandoned Calls	Distinct Callers	Total Call Duration	Total Talking Duration	Avg Call Duration	Avg Talking Duration	Max Call Duration	Avg Time to Answer	Max Time to Answer	Percent Answered	Percent Abandoned
7702677576	1,366	826	559	561	40:12:24	22:37:56	0:01:46	0:01:39	0:56:28	0:00:10	0:01:38	60.5%	40.9%

COMPARISON OF CITATIONS 2018/2019

	Nov-18	Nov-19
CITATIONS/WARNINGS ISSUED:	326	108
ADJUDICATED/CLOSED CASES	445	259
FINES COLLECTED PER MONTH	\$51,670.32	\$39,768.56
YEAR TO DATE COLLECTED:	\$591,774.54	\$578,827.70

November 2019 training hours for Monroe Police Department

GPSTC online training: **73 Hours**

Conference training: **0 hours**

In-service Training: **47 hours**

Off Site Training: **153 hours**

Total Training Hours: **273 hours**

Crime Statistics Report

Reporting Month: November

Part I Type	2018 NOV	2019 NOV	%Change	2018 Year to Date	2019 Year to Date	
Homicide	0	0	0.00%	4	0	-100.00%
Rape	1	2	100.00%	2	6	200.00%
Robbery	1	1	0.00%	14	14	0.00%
Aggravated Assault	3	2	-33.33%	58	62	6.90%
Burglary	6	21	250.00%	79	88	11.39%
Larceny	43	39	-9.30%	127	490	285.83%
Vehicle Theft	2	3	50.00%	33	29	-12.12%
Arson	1	0	-100.00%	2	0	-100.00%
TOTAL	57	68	19.30%	796	689	-13.44%

PART II Type	2018 NOV	2019 NOV		2018 Year to Date	2019 Year to Date	
Other Assaults	13	21	61.54%	240	181	-24.58%
Forgery/countfeiting	7	2	-71.43%	43	28	-34.88%
Fraud	3	2	-33.33%	42	26	-38.10%
Embezzlement	0	0	0.00%	0	0	0.00%
Stolen Property	0	0	0.00%	0	0	0.00%
Vandalism	10	0	-100.00%	72	84	16.67%
Weapons	2	11	450.00%	14	29	107.14%
Prostitution	0	0	0.00%	0	0	0.00%
Other Sex Offnses	1	1	0.00%	7	1	-85.71%
Narcotics	0	26	2600.00%	8	31	287.50%
Gambling	0	0	0.00%	0	0	0.00%
Family/Children		25	2500.00%	18	32	77.78%
DUI	5	40	700.00%	32	68	112.50%
Liquor Laws	0	0	0.00%	0	0	0.00%
Disorderly Conduct	7	3	-57.14%	73	72	-1.37%
TOTAL	48	131	172.92%	549	552	0.55%

Arrests Demographics	2018 Nov	2019 Nov		2018 Year to Date	2019 Year to Date	
Adults	91	51	-23.08%	898	923	0.027839644
Juveniles	2	0	-100.00%	44	41	-0.068181818
TOTAL	93	51	-45.16%	940	964	0.025531915

November 2019

177

Angie Phillips

Mon 12/9/2019 9:14 AM

To: Mary Knotts <MKnotts@MonroeGA.gov>;

I'm sorry. I didn't e-mail about trash/tires dumped at the transfer station by the Monroe PD in November. No trash or tires were dumped.

Angie

City of Monroe Transfer Station



WALTON COUNTY 911

Radio Log Statistical Report, by Unit

<u>Unit</u>	<u>Unit Description</u>	<u>Number of Logs</u>
303	LAW ENFORCEMENT UNIT	2
311	LAW ENFORCEMENT UNIT	9
316	LAW ENFORCEMENT UNIT	2
320	LAW ENFORCEMENT UNIT	33
322	LAW ENFORCEMENT UNIT	137
323	LAW ENFORCEMENT UNIT	288
325	LAW ENFORCEMENT UNIT	198
326	LAW ENFORCEMENT UNIT	1
327	LAW ENFORCEMENT UNIT	33
328	LAW ENFORCEMENT UNIT	1
341	LAW ENFORCEMENT UNIT	22
342	LAW ENFORCEMENT UNIT	127
343	LAW ENFORCEMENT UNIT	62
344	LAW ENFORCEMENT UNIT	117
345	LAW ENFORCEMENT UNIT	151
346	LAW ENFORCEMENT UNIT	447
347	LAW ENFORCEMENT UNIT	163
348	LAW ENFORCEMENT UNIT	131
351	LAW ENFORCEMENT UNIT	221
356	LAW ENFORCEMENT UNIT	149
357	LAW ENFORCEMENT UNIT	1
358	LAW ENFORCEMENT UNIT	343
359	LAW ENFORCEMENT UNIT	254
363	LAW ENFORCEMENT UNIT	3
364	LAW ENFORCEMENT UNIT	205
Total Radio Logs:		3100

Report Includes:

All dates between `00:00:00 11/01/19` and `23:59:59 11/30/19`, All agencies matching `MPD`, All zones, All units, All tencodes matching `1066`, All shifts



WALTON COUNTY 911

Law Total Incident Report, by Nature of Incident

<u>Nature of Incident</u>	<u>Total Incidents</u>
FIGHT VIOLENT	5
ANIMAL BITE	1
ANIMAL COMPLAINT	8
INJURED ANIMAL	3
VICIOUS ANIMAL	1
PROWLER	7
ATTEMPTED BURGLARY	2
BURGLARY IN PROGRESS	6
BURGLARY REPORT	10
DOMESTIC NON-VIOLENT	64
DOMESTIC VIOLENT	2
WARRANT SERVICE	46
SUBJECT WITH WEAPON	1
SUSPICIOUS PERSON	60
SUSPICIOUS VEHICLE	109
SUICIDE ATTEMPT	3
SUICIDE THREAT	3
KEYS LOCKED IN VEHICLE	143
SPEEDING AUTO	1
ACCIDENT NO INJURIES	66
INJURY BY COMPLAINT	3
ACCIDENT WITH A DEER	9
ACCIDENT WITH INJURIES	4
PERSON STRUCK WITH AUTO	1
ACCIDENT UNKNOWN INJURIES	5
ROAD HAZARD	2
DRUNK DRIVER	1
HIT AND RUN	9
DIRECT TRAFFIC	2
TRANSPORT FOR BUSINESS	2
FUNERAL ESCORT	14
TRANSPORT	5
DISABLED VEHICLE	29
AREA/BLDG CHECK	95
LITTERING/ILLEGAL DUMPING	2
CHILD ABUSE	2
RAPE	2
SEXUAL ASSAULT	2
CHASE	1
BANK ALARM	1
BUSINESS ALARM	55
RESIDENTIAL ALARM	39
SCHOOL ALARM	4
SUBJECT IN CUSTODY	6

<u>Nature of Incident</u>	<u>Total Incidents</u>
TRANSPORT TO COURT	1
TRANSPORT TO JAIL	4
DEMENTED PERSON NON-VIOLENT	13
STOLEN VEHICLE	3
911 HANGUP	67
CONTROL SUBSTANCE PROBLEM	15
AGENCY ASSISTANCE	14
ASSAULT	2
ASSAULT LAW ENFORCEMENT ONLY	4
CARJACKING	1
CHILD CUSTODY DISPUTE	9
CIVIL ISSUE/DISPUTE	17
COUNTERFEIT MONEY	2
DAMAGE TO PROPERTY	30
DISPUTE NON VIOLENT IN NATURE	51
DISTRUBING THE PEACE	4
Dead Body	3
EMERGENCY MESSAGE	1
LE ASSIST FOR EMS	18
ENTERING AN AUTO	2
EXTRA PATROL REQUEST	9
FINGERPRINTING	1
ASSIST FIRE DEPARTMENT	9
FIREARMS DISCHARGED	9
FOLLOW UP TO PREVIOUS CALL	2
FOUND PROPERTY	3
FRAUD	8
GAS DRIVE OFF	1
HARRASSING PHONE CALLS	4
HARRASSMENT	6
ILLEGAL PARKING	5
JUVENILE RUNAWAY	3
JUVENILE COMPLAINT	15
JUVENILE PROBLEM -NO COMPLAINT	6
LOITERING	2
LOST ITEM REPOR	5
LOUD MUSIC COMPLAINT	18
MISCELLANEOUS CAD REPORT	1
MISSING PERSON	2
MISCELLANEOUS LAW INCIDENT	17
POWER LINES DOWN	1
ROAD RAGE	1
SAFETY SOBRIETY CHECK POINT	2
PHONE CALLS/MAIL SCAMS	6
SEARCH WARRANT	1
SHOPLIFTING	18
SHOTS FIRED	1
THEFT REPORT	16
THREATS	7
TRAFFIC VIOLATION	287

<u>Nature of Incident</u>	<u>Total Incidents</u>
TRAILER INSPECTION	2
TRESPASSING	3
UNCONSCIOUS PRIORITY 1	1
UNKNOWN LAW PROBLEM	6
UNSECURE PREMISES	2
VEHICLE INSPECTION	6
VIOLATION TPO	1
WANTED PERSON	2
WELFARE CHECK	24

Total reported: 1610

Report Includes:

All dates between `00:00:00 11/01/19` and `23:59:59 11/30/19`, All agencies matching `MPD`, All natures, All locations, All responsible officers, All dispositions, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes



CODE

DEPARTMENT

MONTHLY REPORT

January

2020

The Code Department of the City of Monroe respectfully submits this report to the Mayor and Council. It is the intent of this report to highlight statistics, specific job duties, and any job functions related to the Code Department during the time period of November 1, 2019 thru November 30, 2019.

Statistics:

- Total Calls: 405
- Total Minutes: 18:55:22
- Total Minutes/Call: 2:48
- Code Inspections: 109
- Total Permits Written: 32
- Amount collected for permits: \$2509.33
- Check postings for Miscellaneous Revenue: 200

Business/Alcohol Licenses new & renewals:

- **New Businesses:** 6
- Atlas Weightlifting Club – 105 Milledge Ave
- Injection Perfection – 924 W. Spring St.
- Lane’s BBQ – 127 N. Lumpkin St.
- Ma Friend LLC dba The Market – 238 N. Madison Ave. – Change of ownership
- Simply Hair – 206 W. Spring St.
- Wosnik Law – 924 Cherokee Ave.

- **Closed Businesses:** 1
- Jackson, Frances W. – 705 N. Broad St.

Major Projects

- Major Projects Permitted: None
- Major Projects Ongoing: Silver Queen 125 N Wayne and Main Street Apartments 698 S broad Street, 1190 W Spring Dentist office, 416 S Broad Street John’s Supermarket.

Code Department:

- Correcting business addresses in EnerGov that came over incorrectly
- Receiving business license payments, affidavits and identification.
- Processing early business license payments – keeping spreadsheets
- Working with Tyler regarding processing of business license renewal applications
- Making numerous phone calls regarding insufficient paperwork and/or incorrect amounts for license payments
- Processing paperwork for alcohol licenses and special event permits

- Checking turn on list from utilities and contacting businesses that have not purchased business licenses
- Checking all businesses for delinquent city and county personal property taxes prior to accepting payments for licenses
- Researching state license requirements for businesses
- Updating spread sheets regarding business licenses, number of employees, E-Verify #'s etc.
- Applications for PTVR registrations and renewals
- Communicating with Tyler regarding problems and additional features that we need with EnerGov as well as InCode
- Issuing permits for Building, Electrical, Plumbing and HVAC
- Receiving and preparing Rezones, variances, Conditional Uses, COA's, etc. for Meetings.
- Scheduling inspections for contractors.
- Preparing agenda items for Planning & Zoning and Historic Preservation Meetings.
- Scheduling Planning and Zoning and Historic Preservation meetings and attending
- Taking minutes for Planning & Zoning and Historic Preservation meetings and preparing them
- Taking and recording complaints.
- Researching Zoning Inquiries.
- Responding online inquiries.
- Cleaning up expired permits.
- Preparing all permit reports and copies of permit for County Tax Dept.
- Preparing and reviewing permits for Bureau Veritas Billing
- Entering data for inspections being done into Energov software.
- Inspecting and processing nuisance housing projects – see attached.

City Marshal:

- Patrolled city daily.
- Removed 76 signs from road way.
- 162 repair/cleanup orders and Re-inspections
- Transported city funds for deposit to banks daily.
- Investigated 3 utility tampering and theft cases. (8 citations issued)
- Represented city in Municipal Court.
- 15 Hours of P.O.S.T training.

Historic Preservation Commission:

Request for COA for Façade Changes – 116 W Spring St – COA Granted

Planning Commission:

Request for Variance of Road Frontage – 310 N Madison Ave – Recommend approval

Request for COA – 205 E Spring Street – COA Granted

Request for Rezone & Annexation – 0 Hardwood Road – Recommend approval

11/1/2019	300 MARABLE ST.	VEHICLE SITTING ON BLOCKS	R/C	11/15/2019	MOVED
11/1/2019	125 GLEN IRIS DR.	VEHICLE PARKED IN GRASS	R/C	11/7/2019	MOVED
11/1/2019	258 N. MIDLAND AVE.	VEHICLE PARKED IN GRASS	R/C	11/7/2019	MOVED
11/4/2019	416 EDWARDS ST.	VEHICLE PARKED IN GRASS/TRASH IN YARD	R/C	11/9/2019	MOVED/CLEANED
11/4/2019	119 NOWELL ST.	TRASH/JUNK IN YARD	R/C	11/19/2019	CLEANED UP
11/4/2019	127 W. MARABLE ST.	TRASH JUNK IN YARD	R/C	11/19/2019	CLEANED UP
11/5/2019	150 W. MARABLE ST	TRASH, JUNK VEHICLE	R/C	11/20/2019	CLEANED UP
11/5/2019	132 W. MARBLE ST.	TALL GRASS/WEEDS	R/C	11/20/2019	CUT
11/5/2019	926 ELM DR.	MISC, JUNK AROUND RESIDENCE	R/C	11/20/2019	CLEANED UP
11/6/2019	242 ELM PL.	VEHICLE IN YARD/TRASH	R/C	11/21/2019	CLEANED UP
11/6/2019	258 CARWOOD DR.	VEHICLE PARKED IN FRONT YARD	R/C	11/21/2019	MOVED
11/7/2019	107 BRYANT RD.	JUNK VEHICLE PARKED ON GRASS	R/C	11/22/2019	MOVED
11/7/2019	335 BOLD SPRINGS AVE.	TRASH/CANS IN YARD	R/C	11/22/2019	CLEANED UP
11/8/2019	1109 MEADOW WALK	JUNK VEHICLE PARKED ON GRASS	R/C	11/23/2019	MOVED
11/8/2019	910 CREEKSIDE WAY	BROKEN FENCE	R/C	11/24/2019	WORKING WITH OWNER
11/11/2019	1311 MEADOW WALK	JUNK VEHICLE PARKED ON GRASS	R/C	11/26/2019	MOVED
11/11/2019	1307 MEADOWWALK	VEHICLE PARKED IN YARD/GRASS	R/C	11/26/2019	MOVED
11/11/2019	319-B TANGLEWOOD DR.	VEHICLE IN YARD	R/C	11/26/2019	MOVED
11/12/2019	300-B TANGLEWOOD DR.	TRASH IN YARD	R/C	11/27/2019	CLEANED UP
11/12/2019	237-B TANGLEWOOD DR.	OLD VEHICLE PARKED IN YARD	R/C	11/27/2019	MOVED
11/12/2019	232-B TANGLEWOOD DR.	TRASH/JUNK IN YARD	R/C	11/27/2019	CLEANED UP
11/13/2019	205-A TANGLEWOOD DR.	TRASH IN YARD	R/C	11/28/2019	CLEANED UP
11/13/2019	124-B TANGLEWOOD DR.	OLD VEHICLE	R/C	11/28/2019	MOVED
11/14/2019	124-A TANGLEWOOD DR.	OLD VEHICLE	R/C	11/29/2019	MOVED
11/14/2019	1302 S. BROAD ST.	JUNK IN YARD	R/C	11/29/2019	CLEANED UP
11/14/2019	1216 S. BROAD ST.	JUNK IN YARD	R/C	11/29/2019	CLEANED UP
11/15/2019	445 GLENWOOD DR.	TRASH IN YARD	R/C	11/30/2019	CLEANED UP
18-Nov	871 SWEETGUM DR.	JUNK VEHICLE PARKED IN ROADWAY	R/C	12/2/2019	MOVED
11/18/2019	512 GATEWOOD DR.	JUNK/TRASH IN YARD	R/C	12/2/2019	CLEANED UP
11/18/2019	1002 WINDSOR DR.	OPEN OUTDOOR STORAGE	R/C	12/2/2019	WORKING WITH OWNER
11/18/2019	608 LAKEVIEW DR.	JUNK VEHICLE IN YARD	R/C	2-Dec	MOVED
11/19/2019	741 WALTON RD.	VEHICLE PARKED ON GRASS	R/C	11/23/2019	MOVED
11/19/2019	204-B TANGLEWOOD DR.	TRASH IN YARD	R/C	12/2/2019	CLEANED UP
11/19/2019	205-A SORRELLS ST.	JUNK/TRASH IN YARD	R/C	12/2/2019	CLEANED UP
11/20/2019	540 ROOSEVET ST.	WOOD/TIRES IB YARD	R/C	12/3/2019	CLEANED UP
11/20/2019	624 MARABLE ST.	JUNK IN YARD	R/C	12/3/2019	CLEANED UP
11/20/2019	512 GATEWOOD DR.	JUNK/TRASH IN YARD	R/C	12/3/2019	CLEANED UP
11/21/2019	902 ROSEWOOD LN.	JUNK IN YARD	R/C	12/4/2019	CLEANED UP
11/21/2019	907 ROSEWOOD LN	TRASH IN YARD, OLD PARTS	R/C	12/4/2019	CLEANED UP
11/21/2019	914 ROSEWOOD LN.	TRASH/JUNK	R/C	12/4/2019	CLEANED UP
11/21/2019	916 ROSEWOOD LN.	JUNK METAL	R/C	12/4/2019	CLEANED UP
11/22/2019	835FAWNFIELD DR.	TRASH/JUNK	R/C	12/5/2019	CLEANED UP
11/22/2019	834 FAWNFIELD DR.	JUNK IN YARD	R/C	12/5/2019	CLEANED UP
11/22/2019	829 FAWNFIELD DR.	JUNK IN YARD	R/C	12/5/2019	CLEANED UP
11/22/2019	1411 MEADOW COURT	TARSH/JUNK	R/C	12/5/2019	CLEANED UP
11/22/2019	1406MEADOW COURT	JUNK VEHICLE	R/C	12/5/2019	CLEANED UP
	OFF 11-23-19 TO 12-1-19				

9/4/2019	411 MAPLE LANE	TALL GRASS WEEDS	R/C	09/11/19 RE-INSPECTION	CLOSED 09/11/2019 IN COMPLIANCE
9/4/2019	115 OAK STREET	TALL GRASS WEEDS	R/C	09/19/19 RE-INSPECTION	OPEN/CLOSED 09/19/2019 MET WITH MIKE TALPA WORKING ON IT
9/4/2019	507 BOOTH DRIVE	TALL GRASS WEEDS	R/C	09/19/19 RE-INSPECTION	OPEN/CLOSED 09/19/2019 MET WITH MIKE TALPA WORKING ON IT
9/4/2019	506 BOOTH DRIVE	TALL GRASS WEEDS	R/C	09/19/19 RE-INSPECTION	OPEN/CLOSED 09/19/2019 MET WITH MIKE TALPA WORKING ON IT
9/4/2019	317 TRUNER STREET	JUNK, APPL, VEHICLE	R/C	09/19/19 VACANT POSTED	OPEN/CLOSED 09/19/2019 VEHICLE WAS REMOVED AS ORDERED
9/4/2019	513 BOOTH DRIVE	JUNK VEHICLE	R/C	09/19/2019 OWNER CONTACTED	OPEN/CLOSED 09/19/2019 VEHICLE WAS REMOVED AS ORDERED
9/4/2019	118 OAK STREET	JUNK, APPL, VEHICLE	R/C	09/19/2019 OWNER CONTACTED	CLOSED 09/13/2019 IN COMPLIANCE 404-874-8061
9/4/2019	121 MORROW STREET	JUNK VEHICLES X-3	R/C	REMOVED FROM STREET BY TAYLORS/TOWED	CLOSED
9/5/2019	1807 MEADOW WALK DR	VEHICLE ON LAWN, GRAA	R/C	NOTICE POSTED ON FRONT DOOR 15-DAYS	OPEN 09/20/19 CLOSED COMPLIED VEHLCE REMOVED FROM FRONT YARD
9/5/2019	1811 MEADOW WALK DR.	GRASS, WEEDS,	R/C	POSTED ON FRONT DOOR 15-DAYS	OPEN F/U 09/20/19 CLOSED 09/11/2019 COMPLIED
9/5/2019	1315 MEADOW WALK DR	GRASS, WEEDS, VEHICLE	R/C	RUDE RESIDENT, POSTED ON DOOR 7-DAYS	OPEN F/U 09/12/19 CLOSED 09/12/2019 COMPLIED
9/5/2019	626 OAKWOOD LANE	JUNK VEHICLE	R/C	MAIL RED CAMERO IN ROADWAY NO REG/INS 7-DAYS	OPEN F/U 09/12/19 CLOSED 09/12/2019 COMPLIED VALID INS & REG.
9/5/2019	633 MILL STONE BLUFF	JUNK VEHICLE	R/C	BLACK CHEVY P.U. SERVED ON VEHICLE 7-DAYS	CLOSED 09/09/2019 VEHICLE REGISTERED
9/5/2019	1043 WHEEL HOUSE (F)	JUNK VEHICLE	R/C	2-VEHICLES FRONT SERVED TO RESIDENT 7-DAYS	OPEN F/U 09/12/19 CLOSED 09/12/2019 COMPLIED VEHICLES MOVED COPLIED
9/5/2019	109 FAMBROUGH ST.	JUNK VEHICLE	R/C	2-VEHICLES FRONT SERVED TO RESIDENT 15-DAYS	OPEN F/U 09/20/19 CLOSED 09/20/2019 COMPLIED VEHICLES REMOVED
9/6/2019	703 W. SPRING ST.	42:97 WEEDS HEDGES	R/C	CONTACT MADE W/CANDICE WAL-GREENS 7 DAYS	OPEN F/U 09/16/19 CLOSED COMPLIED GRASS CUT 09/16/2019
9/6/2019	603 ASH LANE	18:259 PARKING ON GRASS	R/C	LEFT NOTICE ON FRONT PORCH, 11 CARS IN YARD 15 DAYS	OPEN F/U 09/21/2019 MR. NORMAN 09/30 WORKING ON ISSUES F/U 10/14 EXT.
9/6/2019	317 STOKES ST	JUNK IN YARD PARKING	R/C	JUNK IN YARD, PARKING VEHICLES FRONT YARD (2) 15 DAYS	OPEN F/U 09/21/19 YARD CLEARED STILL PARKING IN GRASS 09/26/2019
9/9/2019	879 HICKORY DRIVE	JUNK VEHICLE	R/C	JUNK IN YARD, PARKING VEHICLES FRONT YARD (2) 15 DAYS SERVED	COURT 11/22/19 RESOLVED CLOSED CITTATION REDUCED TO WARNING
9/9/2019	871 HICKORY DRIVE	JUNK VEHICLES X-4	R/C	VEHICLES ON IMPROPER SURFACE, 15 DAYS, SERVED IN PERSON	OPEN F/U 09/24/2019 CLOSED MET WITH RESIDENT, CARS MOVED COMPLIED 9/24
9/9/2019	409 PIINE PARK STREET	JUNK VEHICLES	R/C	VEHICLES IN YARD X-3 APPLIANCES FRONT PORCH SERVED IN PERSON 15 DAYS	OPEN F/U 09/24/2019 CLOSED 10/08/2019 COMPLIED
9/9/2019	609 WEST CREEK CIRCLE	JUNK VEHICLE ON STREET	R/C	VEHICLE IN STREET WITH JUNK AROUND IT. SERVED NOTICE IN PERSON 7-DAYS	OPEN F/U 09/16/19 CLOSED COMPLIED VEHICLE REMOVED 10/15/2019
9/9/2019	434 SWEET GUM DRIVE	JUNK IN YARD VEHICLE	R/C	VEHICLE IN YARD JUNK ALL AROUND SERVED IN PERSON 30 DAYS	OPEN F/U 10/09/2019 IMPROVEMENT MADE 10/09/2019 CLOSED
9/9/2019	407 PLANTATION DRIVE	TRASH IN YARD	R/C	TRASH ON THE SIDE OF RESIDENCE LEFT NOTICE ON DOOR (7) DAYS CALLED	OPEN F/U 09/16/19 COMPLIED BY LANDLORD, TRASH REMOVED CLOSED 09/09/19
9/9/2019	112 WEST 5TH STREET	FRONT PORCH SIDE BACK	R/C	JUNK FRONT PORCH, SIDE BACK YARD GRASS FRONT (15) DAYS MAIL POSTED	OPEN F/U 09/24/2019 CLOSED 09/24 IMPROVEMENTS MADE STILL WORKING
9/9/2019	142 WEST 5TH STREET	VEHICLE ON LAWN,	R/C	JUNK VEHICLES SIDE-FRONT ALSO PARKING ON GRASS (15) DAYS POSTED MAIL	OPEN F/U 09/24/19 CLOSED 09/24/19 COMPLIED VEHICLES REMOVED AND CLEAN
9/10/2019	124 TANGLEWOOD DR	REPAIR SHOP ON PROPERTY	R/C	JUNK VEHICLES, PARKING ON GRASS, RUNNING REPAIR SHOP (30) DAYS	OPEN F/U 10/10/2019 MET W/MR. WILLIAMS WILL COMPLY WITH ORDER 9/17
9/10/2019	108 TANGLEWOOD DR	JUNK CARS	R/C	JUNK VEHICLES IN FRONT DRIVE NO REG, OR INS (15) DAYS	OPEN F/U 09/25/2019 COMPLIED WAITING FOR 2ND TO BE MOVED CLOSED
9/10/2019	212 TANGLEWOOD DR	CAR IN YARD	R/C	DISABLED VEHICLE IN FRONT YARD POSTED NOTICE ON DOOR MAIL OUT (15)	OPEN F/U 09/25/2019 CLOSED 09/25/2019 COMPLIED AND CLEARED
9/10/2019	115 6TH STREET	JUNK CARS AND JUNK	R/C	FRONT PORCH, APPLIANCES, POSTED ON DOOR MAIL OUT (30) DAYS	OPEN F/U 10/10/2019 EXT. GIVEN 11/20/19 MR. CAMPBELL OWNER 770-652-1188
9/10/2019	146 6TH STREET	JUNK CAR ON SIDE	R/C	IMPROPER SURFACE, POSTED FRONT PORCH (15) DAYS MAIL OUT	OPEN F/U 09/25/2019 CLOSED 09/25/2019 COMPLIED AND CLEARED
9/10/2019	618 MARABLE STREET	DUMPING	R/C	CONSTRUCTION MATERIALS NEAR ROAD SERVED IN PERSON (15) DAYS	OPEN F/U 09/25/2019 09/25/2019 CLOSED NO FURTHER
9/10/2019	N. HAMMOND DRIVE	42:97 HEIGHT GRASS	R/C	VACANT LOT: OWNER LINDA HILLMAN 1080 MNT.CRK.CHU. RD. MAIL (15) DAYS	OPEN F/U 10/01/2019 CLOSED 10/7/2019 COMPLIED
9/11/2019	337 TURNER STREET	62-9 JUNK VEHICLE	R/C	BLACK NISSAN FOUR FLATS IN DRIVEWAY POSTED NOTICE (15) DAYS MAIL	OPEN F/U 09/26/2019 CLOSED 09/26/2019 COMPLIED VEHICLE GONE
9/11/2019	341 TURNER STREET	62-9 JUNK VEHICLE	R/C	RED PONTIAC IN DRIVEWAY, DISABLED POSTED ON DOOR (15) DAYS MAIL	OPEN F/U 09/26/2019 CLOSED 09/26/2019 COMPLIED VEHICLE GONE
9/11/2019	714 REED STREET	62-9/ 18-259	R/C	JUNK VEHICLES PARKING IN GRASS SEVERAL VEHICLES POSTED MAIL (15) DAYS	OPEN F/U 09/26/2019 CONTACTED ON 9/12 WILL COMPLY complied 09/25/19
9/13/2019	408 SHAMROCK AVE	18-259 PARKING YARD	R/C	VEHICLE PARKED IN FRONT YARD. ALREADY MOVED CLOSED SAME DATE	CLOSED SAME DATE AS SERVED.
9/13/2019	445 GLENWOOD AVE	62-9, 18-259	R/C	VEHICLES ON GRASS, HEIGHT REQUIRMENTS, TIRES AND JUNK SIGNED 15-DAYS	CLOSED 10/28/2019 COMPLIED
9/13/2019	412 SHAMROCK AVE	62-9	R/C	APPLIANCES EXTERIOR STORAGE, POSTED ON FRONT DOOR MAIL (15) DAYS	CLOSED 10/28/2019 COMPLIED
9/13/2019	421 SHAMROCK AVE	62-9, 18-259	R/C	TRASH JUNK CARS IN YARD FRONT, SERVER TONY PORTER (15) DAYS	CLOSED 10/282019 COMPLIED
9/16/2019	1450 SO. BROAD LOT 238	62-9, 42-97	R/C	TRASH IN YARD, GRASS AND WEEDS, SMALL POOL STANDING WATER (7) MAIL	OPEN F/U 09/24/2019 CLOSED 09/24/2019 COMPLIED TO ALL
9/16/2019	511 SO. MADISON AVE	42:97 HEIGHT GRASS	R/C	TALL WEEDS BACK YARD CORNER OBSTRUCTED VIEW (SERVED) (15) DAYS	OPEN F/U 10/01/2019 CLOSED 10/1/2019 COMPLIED
9/16/2019	132 FELKER STREET	62-9	R/C	COMPLAINT, APPLIANCES AND VEHICLES, POSTED, (15) DAYS	OPEN F/U 10/01/2019 CLOSED 10/1/2019 COMPLIED
9/16/2019	1450 SO. BROAD LOT 171	62:9 VEHICLE	R/C	DISABLED VEHICLE IN FRONT YARD POSTED NOTICE ON DOOR MAIL OUT (15)	OPEN F/U 10/01/2019 09/30/2019 CLOSED COMPLIED VEHICLE REMOVED
9/16/2019	712 W. CREEK CIRCLE	62:9 18:259	R/C	LAWN EQUIPMENT JUNK, BOAT, IMPROPER SURFACE, SERVERED 30-DAYS	OPEN F/U 10/16/2019 EXTENDED 11/15/2019 RE-INSPECTION CLOSED IMPROVED
9/16/2019	124 VICTORY DRIVE	62-9 VEHICLES JUNK 18:259	R/C	VEHICLES ON IMPROPER SURFACE, JUNK IN YARD 30 DAYS, SERVED IN PERSON	OPEN F/U 10/16/2019 COMPLIED TO ORDER CLOSED 10/16/2019
9/16/2019	716 W. CREEK CIRCLE	62:9, 18:259	R/C	OUTDOOR REPAIRS, DISABLED VEHICLES, IMPROPER SURFACE Mail (30) days	OPEN F/U 10/16/2019 NON COMPLIANT, CLOSED 11/04/2019 IMPROVEMENT MADE
9/17/2019	710 HERITAGE RIDGE DR	62-9, 18-259	R/C	EXTERIOR CARS JUNK ON GRASS MAIL (15) DAYS TO CORRECT CLOSED 11/20	OPEN F/U 10/03/2019 NOTICE SENT AND CITATION ISSUED, RECEIVED 10/8/19 11/20
9/17/2019	900 LOPEZ LANE	42:97	R/C	HEIGHT PERMITTED GRASS EXCEEDS HEIGHT POSTED ON FRONT DOOR MAIL	OPEN F/U 09/24/2019 MAIL CLOSED 09/24/19 COMPLIED
9/17/2019	717 DAVIS STREET	62-9, 18:259	R/C	JUNK VEHICLES PARKED IN GRASS, (15) DAYS SERVED NOTICE	OPEN F/U 10/03/2019 10/02/2019 CLOSED COMPLIED
9/17/2019	504 ASH LANE	62-9, 18:259	R/C	JUNK VEHICLES PARKED IN GRASS, (15) DAYS SERVED NOTICE	OPEN F/U 10/03/2019 CLOSED 10/02/2019 COMPLIED
9/18/2019	707 DAVIS STREET	62-9	R/C	FRONT PORCH JUNK TRASH SERVED (7) DAYS	OPEN F/U 09/25/2019 CLEARED AND STRAIGHTENED 09/25/2019 CLOSED
9/18/2019	537 CHESTNUT LANE	62-9, 18-259	R/C	VEHICLES PARKED IN GRASS, NO REG, NO INS. POSTED (15) DAYS MAIL	OPEN F/U 10/03/2019 COMPLIED CLOSED 10/03/2019
9/18/2019	534 CHESTNUT LANE	62-9, 18-259	R/C	VEHICLES PARKED IN GRASS, NO REG, NO INS. SERVED (15) DAYS	OPEN F/U 10/03/2019 CLOSED 10/03/2019 COMPLIED
9/18/2019	529 CHESTNUT LANE	62-9	R/C	VEHICLE PARKED IN GRASS POSTED MAIL (15) DAYS	OPEN F/U 10/03/2019 CLOSED 10/03/2019 COMPLIED
9/18/2019	530 CHESTNUT LANE	62-9	R/C	APPLIANCES EXTERIOR STORAGE, (15) DAYS SERVED	OPEN F/U 10/03/2019 CLOSED 10/03/2019 COMPLIED
9/18/2019	808 DAVIS STREET	62-9	R/C	VEHICLES IN YARD X-2 SERVED IN PERSON (30) DAYS TO COMPLY	OPEN F/U 10/18/2019
9/6/2019	508 GATEWOOD DRIVE	62-9	R/C	VEHICLE IN YARD AND PARKED ON ROAD (15) DAYS SERVED BURKETT YOUNG	OPEN F/U 09/23/2019 09/24/19 VEHICLE REMOVED FROM ROADWAY F/U 11/1/2019
9/6/2019	679 GATEWOOD DRIVE	62-9	R/C	VEHICLE IN DRIVEWAY UNDER REPAIR AND IN YARD SERVED MARY SMITH (15)	OPEN F/U 09/23/2019 09/30 MORE TIME ALLOWED, CLOSED 11/1/2019
9/19/2019	1200 FAMBROUGH WAY	18-259	R/C	VEHICLE PARKED IN GRASS POSTED ON FRONT DOOR (7) DAYS	OPEN F/U 09/26/2019 COMPLIED CLOSED 09/26/2019 TAKED W/ON PHONE
9/20/2019	124 BAKER STREET	18-259	R/C	VEHICLES PARKED IN GRASS SERVED NOTICE (15) DAYS Ms. Robin Mobley	OPEN F/U 10/04/2019 MORE TIME REQUESTED CLOSED 11/1/19 COMPLIED
9/20/2019	403 ASH STREET	18-259	R/C	VEHICLE PARKED IN GRASS DAVIS STREET SIDE, SERVED (15) DAYS Ms. Hodges	OPEN F/U 10/04/2019 CLOSED 10/04/2019 COMPLIED VEHICLE REMOVED

9/20/2019	1103 NEW LACY APT-B	62-9	R/C	VEHICLE NON-REGISTER VEHICLE JUNK, (1) DAYS SERVED Angelia Mathis	OPEN F/U 10/04/2019 VEHICLE REMOVED COMPLIED CLOSED 10/04/2019
9/20/2019	724 E. CHURCH STREET	18-259, 62-9	R/C	VEHICLE JUNK SIDE OF RESIDENCE (15) POSTED FRONT DOOR MAIL	OPEN F/U 10/04/2019 CLOSED 10/04/2019 COMPLIED VEHICLE MOVED
9/20/2019	208 WALTON STREET	BARRIER FOR POOL	R/C	CASE OPENED R/C TO BE SENT TO MS. SHURLING CODE VIOLATION	INVESTIGATION OPEN PENDING COMPLIANCE,
9/24/2019	443 SWEETGUM DR	42-97	R/C	HEIGHT PERMITTED GRASS EXCEEDS HEIGHTCONTACTED REMAX AGENT	OPEN F/U (7) DAYS, 10/4/2019 CLOSED 10/4/2019 COMPLIED
9/24/2019	763 FLEETING WAY	42-97	R/C	HEIGHT PERMITTED WEEDS UPKEEP TO BE MAINTAINED VACANT (7) MAIL	OPEN F/U (15) DAYS, 10/10/19 CLOSED 10/11/2019 COMPLIED
9/24/2019	765 FLEETING WAY	42-97	R/C	HEIGHT PERMITTED WEEDS UPKEEP TO BE MAINTAINED VACANT (7) MAIL	OPEN F/U (7) DAYS, 10/4/2019 CLOSED 10/11/2019 COMPLIED
9/25/2019	906 RADFORD STREET	62-9, 18-259	R/C	VEHICLES JUNK AND PARKED IN YARD	OPEN F/U (15) DAYS, 10/10/19
9/25/2019	104 NORRIS STREET	42-97	R/C	HEIGHT PERMITTED, OUT OF STATE OWNERS CALIFORNIA MAILED (30) DAYS	OPEN F/U 10/25/2019 CLOSED 10/15/2019 COMPLIED
9/30/2019	107 WEST RIDGE AVE	62-9	R/C	JUNK VEHICLE IN DRIVEWAY SALLYPORT NOT REG/OR INSURED POSTED (15)	OPEN F/U 10/16/2019 COMPLAINANT SENT IN REMOVED VEHICLE CLOSED 11/01/19
9/30/2019	610 ASH STREET	62-9	R/C	VEHICLE IN FRONT YARD WILL BE MOVED BY 110/15/2019	OPEN F/U 10/15/19
9/30/2019	708 S. MADISON AVE	18-259	VERBAL	CONTACT MADE WITH RESIDENT AND LANDLORD HOME MAGN. LLC	ADVISED THEY WOULD PUT GRAVEL FRONT YARD PARKING
9/30/2019	712 S. MADISON AVE	18-259	VERBAL	CONTACT MADE WITH RESIDENT AND LANDLORD HOME MAGN. LLC	ADVISED THEY WOULD PUT GRAVEL FRONT YARD PARKING
9/30/2019	730 S. MADISON AVE	18-259	VERBAL	CONTACT MADE WITH RESIDENT AND LANDLORD HOME MAGN. LLC	ADVISED THEY WOULD PUT GRAVEL FRONT YARD PARKING
10/1/2019	302 HAMMOND DRIVE	42-97	R/C	POSTED ON FRONT DOOR 15-DAYS MAIL OUT COPY NORTON JAMES	OPEN F/U 10/16/2019 COMPLIED TO ORDER CLOSED 10/16/2019
10/1/2019	517 MCDANIEL STREET	42-97	R/C	POSTED BACK GARAGE DOOR TO HOUSE, MAIL (7) DAYS BRACEWELL OWNER	OPEN F/U 10/08/2019 CLOSED 10/8/2019 COMPLIED
10/3/2019	605 LAWRENCE STREET	62-9	R/C	POSTED FRONT DOOR, (7) DAYS VEHICLE INOPERTALBE FRONT YARD	OPEN F/U 10/10/2019 CLOSED 10/11/2019 COMPLIED
10/3/2019	1526 S. BROAD STREET	82-45	R/C	DOLLAR GENERAL SERVED TO MGR. Alisha Mills (7) days	OPEN F/U 10/10/2019 CLOSED 10/11/2019 COMPLIED
10/4/2019	221 ALCOVY STREET	18-259 42-97	R/C	PARKING 4-SALE VEHICLE ON FRONT LAWN, GRASS OVER AND WEEDS (7) DAYS	OPEN F/U 10/11/2019 CLOSED 10/11/2019 COMPLIED
10/4/2019	238 DOUGLAS STREET	18-259	R/C	PARKING ON LAWN FRONT SIDE (7) DAYS	OPEN F/U 10/11/2019 CLOSED 10/11/2019 COMPLIED
10/4/2019	1103 NEW LACY APT-C	62-9	R/C	GRAY TOYOTA NO INS, NO REG, GRANDDAUGHTERS CAR NORA MATHIS SERVE	OPEN F/U 10/11/2019 CLOSED 10/11/2019 COMPLIED
10/7/2019	120 BAKER STREET	42-97, 18-259	R/C	VEHICLE ON LAWN AND HEIGHT PERMITTED, POST FRONT DOOR (7) DAYS	CLOSED 10/30/2019 COMPLIED
10/8/2019	706 OVERLOOK CREST	42-97	R/C	POSTED FRONT DOOR (7) DAYS HEIGHT PERMITTED	OPEN F/U 10/14/2019 CLOSED 10/21/2019 COMPLIED
10/8/2019	705 OVERLOOK CREST	42-97	R/C	POSTED FRONT DOOR (7) DAYS HEIGHT PERMITTED	OPEN F/U 10/14/2019 CLOSED 10/15/2019 COMPLIED
10/8/2019	716 OVERLOOK CREST	42-97	R/C	POSTED FRONT DOOR (7) DAYS HEIGHT PERMITTED	OPEN F/U 10/14/2019 CLOSED 10/15/2019 COMPLIED
10/8/2019	721 OVERLOOK CREST	62-9 18-259	R/C	POSTED FRONT DOOR (7) DAYS HEIGHT PERMITTED VEHICLES ON GRASS	OPEN F/U 10/14/2019 EXTENTED TILL 11/01/2019 CLOSED 11/1/19 COMPLIED
10/8/2019	741 OVERLOOK CREST	42-97 18-259	R/C	SERVED TO RESIDENT, (7) HEIGHT PERMITTED, VEHICLE ON GRASS	OPEN F/U 10/14/2019 CLOSED 10/15/2019 COMPLIED
10/8/2019	559 MICHAEL CIRCLE	42-97	R/C	SERVED TO RESIDENT, (7) HEIGHT PERMITTED JUNK IN YARD	OPEN F/U 10/14/2019 CLOSED 10/15/2019 COMPLIED
10/8/2019	845 OVERLOOK TRAIL	62-9, 18-259	R/C	BOAT AND TRAILER IN ROAD, NO TAG ON TRAILER, TRUCK IN FRONT YARD (15)	OPEN F/U 10/24/2019 POSTED NOTICE FRONT DOOR CLOSED 10/24/19 COMPLIED
10/8/2019	838 OVERLOOK TRAIL	42-97	R/C	HEIGHT PERMITTED (7) DAYS POSTED ON FRONT DOOR	OPEN F/U 10/24/2019 POSTED NOTICE FRONT DOOR CLOSED 10/24/19 COMPLIED
10/9/2019	517 MCDANIEL STREET	TAMPER ELECTRIC/WATER	INV.	THEFT OF SERVICES ELECTRIC AND WATER	OPEN F/U 10/24/2019 POSTED NOTICE FRONT DOOR CLOSED 10/24/19 COMPLIED
10/9/2019	514 WELLINGTON DRIVE	62-9, 18-262, 18-263	R/C	ROOF ON FRONT PORCH IN NEED OF REPAIR, GRASS TOO HIGH SIDEWALK	CLOSED 11-11-19 REPAIRS MADE COMPLIED
10/16/2019	308 BRIDGEPORT LANE	18-259	R/C	VEHICLE PARKED ON LAWN (7) DAYS	OPEN F/U 10/24/2019 POSTED NOTICE FRONT DOOR CLOSED 10/24/19 COMPLIED
10/16/2019	308 BRIDGEPORT LANE	42-97	R/C	GRASS NEEDS TO BE CUT, HEIGHT PERMITTED (7) DAYS	OPEN F/U 10/24/2019 POSTED NOTICE FRONT DOOR CLOSED 10/24/19 COMPLIED
10/16/2019	401 BRIDGEPORT LANE	42-97	R/C	HEIGHT PERMITTED (7) DAYS POSTED ON FRONT DOOR	OPEN F/U 10/24/2019 POSTED NOTICE FRONT DOOR CLOSED 10/24/19 COMPLIED
10/16/2019	440 BRIDGEPORT PLACE	42-97	R/C	HEIGHT PERMITTED (7) DAYS POSTED ON FRONT DOOR	OPEN F/U 10/24/2019 POSTED NOTICE FRONT DOOR CLOSED 10/24/19 COMPLIED
10/16/2019	508 BRIDGEPORT PLACE	42-97	R/C	HEIGHT PERMITTED (7) DAYS POSTED ON GARAGE VEHICLE IN ROADWAY	OPEN F/U 10/24/2019 POSTED NOTICE FRONT DOOR CLOSED 10/24/19 COMPLIED
10/17/2019	614 PINE PARK STREET	42-97	R/C	HEIGHT PERMITTED (15) DAYS MAIL TO PROPERTY OWNER (SHOOK EAST LLC)	OPEN F/U 10/24/2019 MUST MAIL OUT TO OTHER ADDRESS 4510 LOCKLIN ROAD
10/17/2019	616 PINE PARK STREET	42-97	R/C	HEIGHT PERMITTED (15) DAYS MAIL TO PROPERTY OWNER (SHOOK EAST LLC)	OPEN F/U 10/24/2019 MUST MAIL OUT TO OTHER ADDRESS 4510 LOCKLIN ROAD
10/18/2019	526 LANDERS STREET	42-97-VACANT	R/C	HEIGHT PERMITTED (15) DAYS MAIL TO PROPERTY OWNER: JOHN BAZLEY III	OPEN F/U 10/24/2019 POSTED NOTICE FRONT DOOR CLOSED 10/24/19 COMPLIED
10/18/2019	211 S.S. MHP LOT 211	TAMPER ELECTRIC/WATER	INV.	THEFT OF SERVICES ELECTRIC AND WATER (2ND VIOLATION IN (3) WEEKS	CITATIONS SERVED TO CRYSTAL GLASS AND HER MOTHER KRISTINA JORDAN COURT
10/18/2019	514LANDERS STREET	18-147	R/C	STANDARS FOR DETERMINATION OF NUISANCES	SENT OUT MAIL CERTIFIED WITH LETTER OF INTENT COMPLIED TO ALL 11/06/19 CLOSE
10/21/2019	658 MICHAEL CIRCLE	18-259	R/C	POSTED FRONT DOOR, (7) DAYS VEHICLE INOPERTALBE FRONT YARD	CLOSED 10/29/2019 COMPLIED
10/21/2019	638 MICHAEL CIRCLE	18-259	R/C	POSTED FRONT DOOR, (7) DAYS VEHICLE INOPERTALBE FRONT YARD	OPEN 10/21/2019 F/U 10/29/2019
10/21/2019	1452 S. BROAD STREET	62-10, 42-97	R/C	VACANT LOT: (15) DAYS, OVER GROWN TRUST OF ELANINE HODGES	CLOSED 10/29/2019 WRONG PROPERTY
10/21/2019	716 HERITAGE RIDGE DR.	62-9	R/C	VEHICLES IN ROADWAY INOPERABLE, X-2, NOTICE POSTED 24 HOURS	VEHICLES REMOVED OR REPAIRED PARKED LEGALLY 10/29/2019 CLOSED
10/22/2019	732 CHURCH STREET	47-97, 62-9	R/C	HEIGHT PERMITTED, HOUSE IN NEED OF REPAIR MAILED OUT (30) DAYS	COMPLIED CLEANED UP AND CUT CLOSED 11/20/19
10/22/2019	836 MASTERS DRIVE	42-97	R/C	HEIGHT PERMITTED, POSTED FRONT DOOR WILL MAIL OUT (15) DAYS	11/04/ F/U NON COMPLIANT CLOSED 11-18-19 GRASS DIED AND DORMENT
10/22/2019	903 LOPEZ LANE	42-97, 62-9	R/C	VEHICLE PARKED IN GRASS BACK YARD, GRASS NEEDS CUTTING	OPEN F/U 11/15/2019 CLOSED 09-15-2019 COMPLIED TO ALL
10/22/2019	706 MASTERS DRIVE	42-97	R/C	HEIGHT PERMITTED	CLOSED 10/29/2019 COMPLIED
10/23/2019	260 BRIDGE PORT LANE	42-97	R/C	HEIGHT PERMITTED (7) DAYS POSTED FRONT DOOR	OPEN-F/U 11/2/2019 CLOSED 11/04/2019 COMPLIED
10/23/2019	101 BRIDGE PLACE	42-97	R/C	HEIGHT PERMITTED (7) DAYS SEVERED TO VICTORIA HUCKABY	OPEN-F/U 11/2/2019 RENTER IS WENDY LEE MOTHER OF VICTORIA CLOSED 11/04/2019
10/23/2019	106 SYCAMORE COURT	42-97	R/C	HIEGHT PERMITTED (7) DAYS POSTED ON FRONT DOOR	CLOSED 11-11-19 COMPLIED
10/24/2019	501 PINE PARK APT. G	610-3 SECTION 7	R/C	DOG VIOLATION LANDLORD COMPLAINT LYNN MURRAY, (30) DAYS SERVED	NOTICE SERVED TO CASEY LEDBETTER MOVED OUT CLOSED
10/25/2019	606 WEST CREEK COURT	62-9, 18-259	R/C	JUNK VEHICLES ON LOCATION PARKED IN GRASS POSTED FRNT DOOR (7) DAYS	F/U 11/01/2019 EXTENDED TO 11/11 EXT TILL 11/22/19 LETTER 11/26/2019 OPEN FILE
10/25/2019	700 KENDALL COURT	18-258,18-259	R/C	VEHICLES PARKED IN FRONT YARD POSTED FRONT DOOR (7) DAYS	F/U 11/01/2019 CLOSED 11/01/19 COMPLIED
10/25/2019	703 KENDALL COURT	42-97	R/C	HEIGHT PERMITTED GRASS/WEEDS POSTED FRONT DOOR (7) DAYS	F/U 11/01/2019 CONTACT MADE 11-8-19 F/U 11-11-19 CLOSED COMPLIED
10/25/2019	711 KENDALL COURT	62-9,42-97, 18-259	R/C	HEIGHT PERMITTED, VEHICLES ON GRASS BACK SIDE OF RESIDENCE (7) DAYS	F/U 11/01/2019 CLOSED 11-11-19
10/28/2019	416 SHAMROCK DR	62-9, 42-97	R/C	HEIGHT PERMITTED, APPLIANCES FRONT PORCH (7) DAYS FRONT DOOR	F/U 11/06/2019 CLOSED 11/6/19 COMPLIED
10/28/2019	104 W. FAMBROUGHT	42-97	R/C	HIEGHT PERMITTED (7) DAYS POSTED ON FRONT DOOR	F/U 11/06/2019 COMPLIED CLOSED 11/06/2019
10/28/2019	1209 MATHIS STREET	62-9, 18-258, 18-259	R/C	VEHICLES PARKED FRONT LAWN, NO REGISTRATION	F/U 11/06/2019 CLOSED 11/11/19 COMPLIED
10/28/2019	1214 MATHIS STREET	18-258, 18-259	R/C	VEHICLES PARKED FRONT LAWN AND SIDE FRONT, SERVED (7) DAYS	F/U 11/06/2019 CLOSED 11/6/19 COMPLIED
10/29/2019	922 MASTERS DRIVE	18-147	R/C	MAILED VIOLATION STANDARDS FOR DETERMINATION NUISANCES	PENDING REPAIRS OR CONTACT FROM OWNER

11/4/2019	900 ALCOVY STREET	42-97	R/C	HEIGHT PERMITTED GRASS/BUSHES (7) DAYS POSTED ON GARAGE GATE	F/U 11/11/2019	NON COMPLIANT, NOTICE MAILED. COMPLIED 11/25/2019 CLOSED
11/5/2019	302 BRIDGEPORT LANE	18-259	R/C	VEHICLE PARKED ON LAWN (7) DAYS POSTED FRONT DOOR (WARREN)	F/U 11/12/2019	CALLED IN WITH CONCERNS 770-624-1032 REMOVED 11/6/19 CLOSE
11/5/2019	155 VICTORY DRIVE	18-66	R/C	ELECTRIC SERVICES REQUIRED, RUNNING OF GENERATOR, MR. SIMS	F/U 11/12/2019	ARNOLD PROPERTIES CLOSED 11-13-19 COMPLIED
11/5/2019	134 ATHA STREET	18-259	R/C	VEHICLE PARKED IN YARD POSTED FRONT DOOR (7) DAYS	F/U 11/12/2019	11-13-19 COMPLIED CLOSED
11/5/2019	107 W. FAMBROUGH ST	62-9	R/C	NEIGHBORHOOD STANDARDS, APPLIANCES OUTSIDE STORAGE	F/U 11/20/2019	(15) DAYS POSTED ON FRONT DOOR CLOSED 11/20/19 COMPLIED
11/5/2019	107 W. FAMBROUGH ST	18-259	R/C	PARKING ON LAWN FRONT SIDE (7) DAYS JUNK VEHICLE WRECKED	F/U 11/12/2019	(7) DAYS POSTED ON FRONT DOOR 11-13-19 CLOSED COMPLIED
11/5/2019	516 LANDERS STREET	62-9	R/C	STANDARDS OF NEIGHBORHOOD, VACANT RESIDENCE LAWN AND WINDOWS	MAIL OUT TO RICHARD HESTER (15) DAYS OWNER F/U 11/20/2019	CLEANED UP
11/6/2019	923 LOPEZ LANE	62-9	TOWED	2008 F-150 INOPERATIVE, SILVER 10/28 CJJ-3965 JAYS TOWING	REMOVED FROM ROAD WAY	
11/6/2019	505 E. CHURCH STREET	62-9, 18-259	R/C	NEIGHBORHOOD STANDARDS, WHITE VAN PARKED IN GRASS	F/U 11/15/2019	CLOSED COMPLIED 11-15-19
11/6/2019	519 LANDERS STREET	62-9-18-259	R/C	SERVED TO RESIDENT, KALA WHITE (7) DAYS (JUNK VEH & PARKING ON GRASS	F/U 11/15/2019	CLOSED COMPLIED 11-15-19
11/6/2019	941 LOPEZ LANE	62-9, 18-259	R/C	JUNK VEHICLE IN DRIVEWAY AND SECOND VEHICLE IN GRASS (7) DAYS POSTED	F/U 11/15/2019	MAIL COPY WITH LETTER 11-18 SENT
11/7/2019	230 BRIDGEPORT LANE	18-258, 18-259	R/C	PARKING ON FRONT AND SIDE YARD, (7) DAYS POSTED FRONT DOOR	F/U 11/15/2019	CLOSED COMPLIED 11-15-19
11/7/2019	310 WALKER DRIVE	62-9	R/C	JUNK FRONT PORCH AND YARD POSTED (7) DAYS FRONT DOOR	F/U 11/15/2019	CLOSED COMPLIED 11-15-19
11/7/2019	309 WALKER DRIVE	62-9	R/C	JUNK FRONT PORCH AND YARD POSTED (7) DAYS FRONT DOOR	F/U 11/15/2019	CLOSED COMPLIED 11-15-19
11/7/2019	303 WALKER DRIVE	62-9, 18-258	R/C	JUNK IN YARD VEHICLES UNDER REPAIR, PARKING ON GRASS	F/U 11/22/2019	CLOSED COMPLIED 11-25-19
11/7/2019	118 4TH STREET	18-258, 18-259	R/C	PARKING ON FRONT LAWN AND ON GRASS (7) DAYS POSTED FRONT DOOR	F/U 11/15/2019	CLOSED COMPLIED 11-15-19
11/7/2019	129 4TH STREET	540.2 RESIDENTIAL CODE	R/C	BOAT AND TRAILER PARKED IN YARD SIDE OF RESIDENCE POSTED (7) DAYS	F/U 11/15/2019	CLOSED 11/25/19 COMPLIED MOVED TO BACK
11/12/2019	137 E. FAMBROUGH ST	62-9, 62-10	R/C	TIRES HOLDING WATER, JUNK VEHICLES, (15) DAYS MAILED OUT	F/U 11/27/2019	CLOSED 11/27 COMPLIED INSTALLED FENCE AND SCREEN
11/13/2019	137 SOUTH BROAD	62-10	R/C	SOUTH ON BROAD UNSANITARY, SERVED NOTICE IMMEDIATE CLEAN UP	DUMPSTER TRASH ADAM BAILEY MANAGER COMPLIED	
11/18/2019	408 WALTON STREET	305.2.7	CITATION	FENCE/BARRIER NOT WITHIN CODE ISSUED CITATION COURT JAN 9, 2020	PENDING REPAIRS AND OR COURT DATE	
11/18/2019	1446 SO. BROAD STREET	42-97	R/C	ISSUED 10-29-19 SENT BY MAIL CONTACT MADE 11/18/19 NOLA HODGES	WORKING TO GET PROPERTY CLEARED PENDING F/U 12/3/2019	
11/19/2019	119 WALKER DRIVE	62-9	R/C	POSTED FRONT DOOR, JUNK ON PORCH APPLIANCES	F/U 11/26/19	CLOSED 11/26/19 COMPLIED
11/19/2019	724 COUNTRY CLUB DR	62-9, 18-258, 18-259	R/C	SERVED TO RESIDENT VICKY WHEELESS, (15) DAYS	F/U 12/3/2019	
11/19/2019	710 COUNTRY CLUB DR	62-9	R/C	VEHICLE IN DRIVEWAY UNDER REPAIR SERVED NOTICE 12/19/2019	F/U 30 DAYS, WORKING WITH OWNER AWAITING TITLE	
11/20/2019	808 E. CHURCH STREET	62-9	R/C	JUNK IN FRONT YARD AND PORCH, SERVED NOTICE JAVIER MITCHELL	(15) DAYS F/U 12/3/19	
11/20/2019	1217 E. CHURCH STREET	18-258, 18-259	R/C	VEHICLE FOR SALE FRONT YARD OWNER CONTACTED 678-887-4483	(7) DAYS TO COMPLY, 11/27/2019	CLOSED COMPLIED REMOVED VEHICLE
11/21/2019	129 3RD STREET	62-9	R/C	CLUTTER ON PORCH TRASH	(7) DAYS TO COMPLY, 11/29/2019	
11/21/2019	705 SOUTH BROAD ST	62-9	R/C	FRONT PORCH MATTRESS AND BOX SPRING	(7) DAYS TO COMPLY, 11/29/2019	
11/22/2019	879 HICKORY DRIVE	62-9	R/C	COURT PROCEEDINGS, RESOLVED IMPROVEMENTS MADE	REDUCED TO A WARNING	
11/22/2019	603 ASH STREET	62-9, 18-259, 18-258	R/C	EXTENSION GIVEN UNTIL DEC. 2, 2019 SOME IMPROVEMENT MADE	CONTACTED BY PHONE FOR EXTENSION	
11/22/2019	710 HERITAGE RIDGE DR	18-259	R/C	CITATION COMPLIED TO ORDER SPOKE WITH OWNER LASITSHA LEACH	CLOSED BY COMPLIANCE, CITATION CHANGED TO WARNING.	
11/22/2019	337 WALKER DRIVE	18-259, 18-258	R/C	VEHICLES PARKED IN FRONT YARD. CONTACTED RESIDENCT WILL BE MOVED	(7) DAYS TO COMPLY, F/U 11/29 SECOND NOTICE POSTED FRONT 12/5	
11/22/2019	609 WEST CREEK CIRCLE	18-258	R/C	VEHICLE PARKED ON SIDE GRASS, GIVEN VERBAL WARNING LAST MONTH	(7) DAYS TO COMPLY F/U 11/29	
11/27/2019	312 TOWLER STREET	18-258, 18-259	R/C	VEHICLE PARKED ON FRONT LAWN, AGREED TO MOVE	(7) DAYS F/U 12/5/2019	
11/27/2019	501 PINE PARK APT. B	18-258, 18-259	R/C	VEHICLE PARKED ON FRONT LAWN OF RESIDENCE AGREED TO MOVE	(7) DAYS F/U 12/5/2019	

11/4/2019	900 ALCOVY STREET	42-97	R/C	HEIGHT PERMITTED GRASS/BUSHES (7) DAYS POSTED ON GARAGE GATE	F/U 11/11/2019 NON COMPLIANT, NOTICE MAILED. COMPLIED 11/25/2019 CLOSED
11/5/2019	302 BRIDGEPORT LANE	18-259	R/C	VEHICLE PARKED ON LAWN (7) DAYS POSTED FRONT DOOR (WARREN)	F/U 11/12/2019 CALLED IN WITH CONCERNS 770-624-1032 REMOVED 11/6/19 CLOSE
11/5/2019	155 VICTORY DRIVE	18-66	R/C	ELECTRIC SERVICES REQUIRED, RUNNING OF GENERATOR, MR. SIMS	F/U 11/12/2019 ARNOLD PROPERTIES CLOSED 11-13-19 COMPLIED
11/5/2019	134 ATHA STREET	18-259	R/C	VEHICLE PARKED IN YARD POSTED FRONT DOOR (7) DAYS	F/U 11/12/2019 11-13-19 COMPLIED CLOSED
11/5/2019	107 W. FAMBROUGH ST	62-9	R/C	NEIGHBORHOOD STANDARDS, APPLIANCES OUTSIDE STORAGE	F/U 11/20/2019 (15) DAYS POSTED ON FRONT DOOR CLOSED 11/20/19 COMPLIED
11/5/2019	107 W. FAMBROUGH ST	18-259	R/C	PARKING ON LAWN FRONT SIDE (7) DAYS JUNK VEHICLE WRECKED	F/U 11/12/2019 (7) DAYS POSTED ON FRONT DOOR 11-13-19 CLOSED COMPLIED
11/5/2019	516 LANDERS STREET	62-9	R/C	STANDARDS OF NEIGHBORHOOD, VACANT RESIDENCE LAWN AND WINDOWS	MAIL OUT TO RICHARD HESTER (15) DAYS OWNER F/U 11/20/2019 CLEANED UP
11/6/2019	923 LOPEZ LANE	62-9	TOWED	2008 F-150 INOPERATIVE, SILVER 10/28 CJJ-3965 JAYS TOWING	REMOVED FROM ROAD WAY
11/6/2019	505 E. CHURCH STREET	62-9, 18-259	R/C	NEIGHBORHOOD STANDARDS, WHITE VAN PARKED IN GRASS	F/U 11/15/2019 CLOSED COMPLIED 11-15-19
11/6/2019	519 LANDERS STREET	62-9-18-259	R/C	SERVED TO RESIDENT, KALA WHITE (7) DAYS (JUNK VEH & PARKING ON GRASS	F/U 11/15/2019 CLOSED COMPLIED 11-15-19
11/6/2019	941 LOPEZ LANE	62-9, 18-259	R/C	JUNK VEHICLE IN DRIVEWAY AND SECOND VEHICLE IN GRASS (7) DAYS POSTED	F/U 11/15/2019 MAIL COPY WITH LETTER 11-18 SENT
11/7/2019	230 BRIDGEPORT LANE	18-258, 18-259	R/C	PARKING ON FRONT AND SIDE YARD, (7) DAYS POSTED FRONT DOOR	F/U 11/15/2019 CLOSED COMPLIED 11-15-19
11/7/2019	310 WALKER DRIVE	62-9	R/C	JUNK FRONT PORCH AND YARD POSTED (7) DAYS FRONT DOOR	F/U 11/15/2019 CLOSED COMPLIED 11-15-19
11/7/2019	309 WALKER DRIVE	62-9	R/C	JUNK FRONT PORCH AND YARD POSTED (7) DAYS FRONT DOOR	F/U 11/15/2019 CLOSED COMPLIED 11-15-19
11/7/2019	303 WALKER DRIVE	62-9, 18-258	R/C	JUNK IN YARD VEHICLES UNDER REPAIR, PARKING ON GRASS	F/U 11/22/2019 CLOSED COMPLIED 11-25-19
11/7/2019	118 4TH STREET	18-258, 18-259	R/C	PARKING ON FRONT LAWN AND ON GRASS (7) DAYS POSTED FRONT DOOR	F/U 11/15/2019 CLOSED COMPLIED 11-15-19
11/7/2019	129 4TH STREET	540.2 RESIDENTIAL CODE	R/C	BOAT AND TRAILER PARKED IN YARD SIDE OF RESIDENCE POSTED (7) DAYS	F/U 11/15/2019 CLOSED 11/25/19 COMPLIED MOVED TO BACK
11/12/2019	137 E. FAMBROUGH ST	62-9, 62-10	R/C	TIRES HOLDING WATER, JUNK VEHICLES, (15) DAYS MAILED OUT	F/U 11/27/2019 CLOSED 11/27 COMPLIED INSTALLED FENCE AND SCREEN
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11/19/2019	119 WALKER DRIVE	62-9	R/C	POSTED FRONT DOOR, JUNK ON PORCH APPLIANCES	F/U 11/26/19 CLOSED 11/26/19 COMPLIED
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11/19/2019	710 COUNTRY CLUB DR	62-9	R/C	VEHICLE IN DRIVEWAY UNDER REPAIR SERVED NOTICE 12/19/2019	F/U 30 DAYS, WORKING WITH OWNER AWAITING TITLE
11/20/2019	808 E. CHURCH STREET	62-9	R/C	JUNK IN FRONT YARD AND PORCH, SERVED NOTICE JAVIER MITCHELL	(15) DAYS F/U 12/3/19
11/20/2019	1217 E. CHURCH STREET	18-258, 18-259	R/C	VEHICLE FOR SALE FRONT YARD OWNER CONTACTED 678-887-4483	(7) DAYS TO COMPLY, 11/27/2019 CLOSED COMPLIED REMOVED VEHICLE
11/21/2019	129 3RD STREET	62-9	R/C	CLUTTER ON PORCH TRASH	(7) DAYS TO COMPLY, 11/29/2019
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11/22/2019	879 HICKORY DRIVE	62-9	R/C	COURT PROCEEDINGS, RESOLVED IMPROVEMENTS MADE	REDUCED TO A WARNING
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11/22/2019	710 HERITAGE RIDGE DR	18-259	R/C	CITATION COMPLIED TO ORDER SPOKE WITH OWNER LASITSHA LEACH	CLOSED BY COMPLIANCE, CITATION CHANGED TO WARNING.
11/22/2019	337 WALKER DRIVE	18-259, 18-258	R/C	VEHICLES PARKED IN FRONT YARD. CONTACTED RESIDENT WILL BE MOVED	(7) DAYS TO COMPLY, F/U 11/29 SECOND NOTICE POSTED FRONT 12/5
11/22/2019	609 WEST CREEK CIRCLE	18-258	R/C	VEHICLE PARKED ON SIDE GRASS, GIVEN VERBAL WARNING LAST MONTH	(7) DAYS TO COMPLY F/U 11/29
11/27/2019	312 TOWLER STREET	18-258, 18-259	R/C	VEHICLE PARKED ON FRONT LAWN, AGREED TO MOVE	(7) DAYS F/U 12/5/2019
11/27/2019	501 PINE PARK APT. B	18-258, 18-259	R/C	VEHICLE PARKED ON FRONT LAWN OF RESIDENCE AGREED TO MOVE	(7) DAYS F/U 12/5/2019

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

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

Economic Development January Report:

- Completed the LR Burger Project
- Holiday Shopping Season reports
- 2020 City Event Calendar
- Georgia Main Street Annual Assessment - presenting community
- Downtown Sponsor Reception and Awards Night - Monday, 1/27 at 5:30 pm
 - Golden Hammer Award
 - Volunteer of the Year Award
 - Business of the Year Award
 - Sponsor of the Year Award

Ongoing ED projects:

- DCA Main Street compliance
- Visitors Center
- NextSite retail recruitment
- Young Gamechangers follow-up

Upcoming Events:

DDA/CVB Board Meetings - Thursday, January 9th, 8:00 am

Downtown Awards Reception - Monday, January 27th, 5:30 pm at the Wayfarer Music Hall

Retail GAP Summary Regional Trade Area

Home Centers  \$25 Million

Department  \$22 Million

Full-Service Restaurants  \$18 Million

Family Clothing  \$15 Million

Electronics  \$11 Million

Pharmacy/Drug  \$7 Million

Home Furnishings  \$6 Million

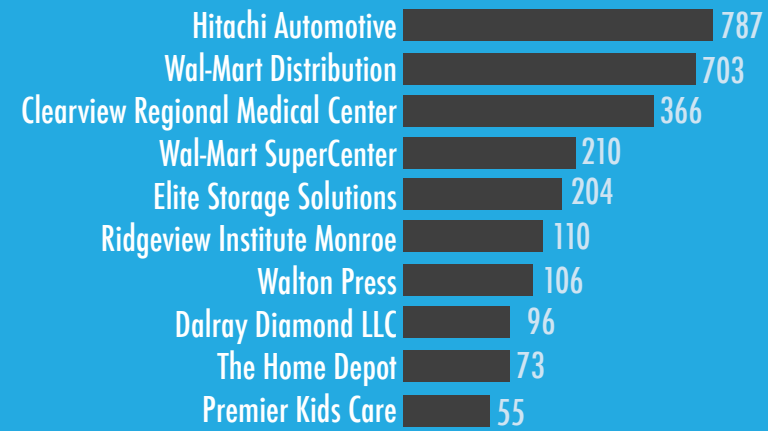
Women's Clothing  \$6 Million

Sporting Goods  \$6 Million

Jewelry  \$5 Million

Hardware  \$5 Million

Major Employers by No. of Employees



Focus Properties



Site Adj to Waffle House
4.02 AC
Lee Rowell
770.318.6153



Pad Site Adj to Bojangles
1.21 AC
Brian Elrod
706.553.1000



Hwy 11 & Hwy 138 Site
7.89 AC
Brian Elrod
706.553.1000



1011 W Spring St Site
7.02 AC
Nathan Purvis
404.819.2520



Hwy 78 & Hwy 138 Site
35 AC
Nathan Purvis
404.819.2520

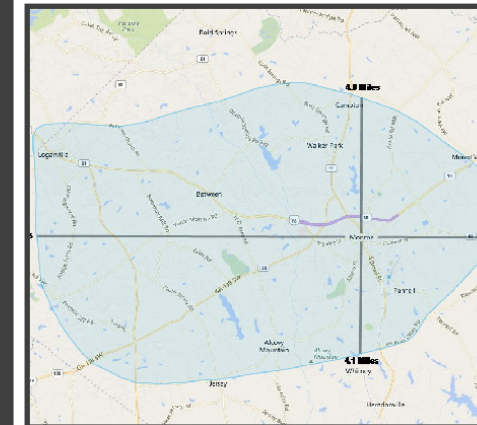


White Oak Lane Site
8.36 AC
Sadie Krawczyk
770.266.5331

Demographics/Location

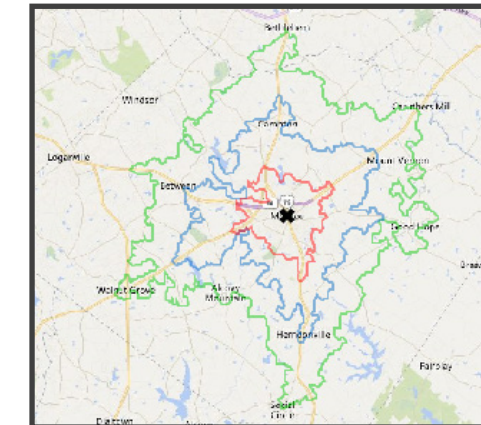


monroegeorgia

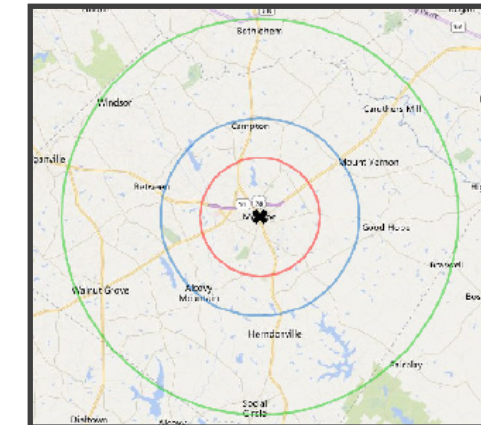


Regional Retail Trade Area

Q2 2019 Population	60,734
Total # of Employees	21,120
Median HH Income	\$56,331
Average HH Income	\$70,564



	5 Min Drive Time	10 Min Drive Time	15 Min Drive Time
Q2 2019 Population	14,076	26,202	43,534
Total # of Employees	9,246	11,699	14,019
Median HH Income	\$39,776	\$45,339	\$52,396
Average HH Income	\$50,432	\$57,914	\$65,039



	3 Mile Radius	5 Mile Radius	10 Mile Radius
Q2 2019 Population	18,216	28,922	81,261
Total # of Employees	10,029	12,004	20,001
Median HH Income	\$41,175	\$46,414	\$57,142
Average HH Income	\$52,180	\$59,002	\$70,938

Monroe was founded in 1818 as seat of the newly formed Walton County. It was incorporated as a town in 1821 and as a city in 1896.

The town name of "Monroe" was given in honor of James Monroe, the fifth president of the United States.

Monroe was the premier cotton producer in the state of Georgia during the 1900s. The two main cotton mills in Monroe used to be the driving economic force in the region. Now the mills no longer produce cotton for the industry, but rather serve as economic engines for the region.

A fire in 1857 swept the entire downtown area of Broad Street between the streets now known as Spring and Washington. The Courthouse was the only building left standing.

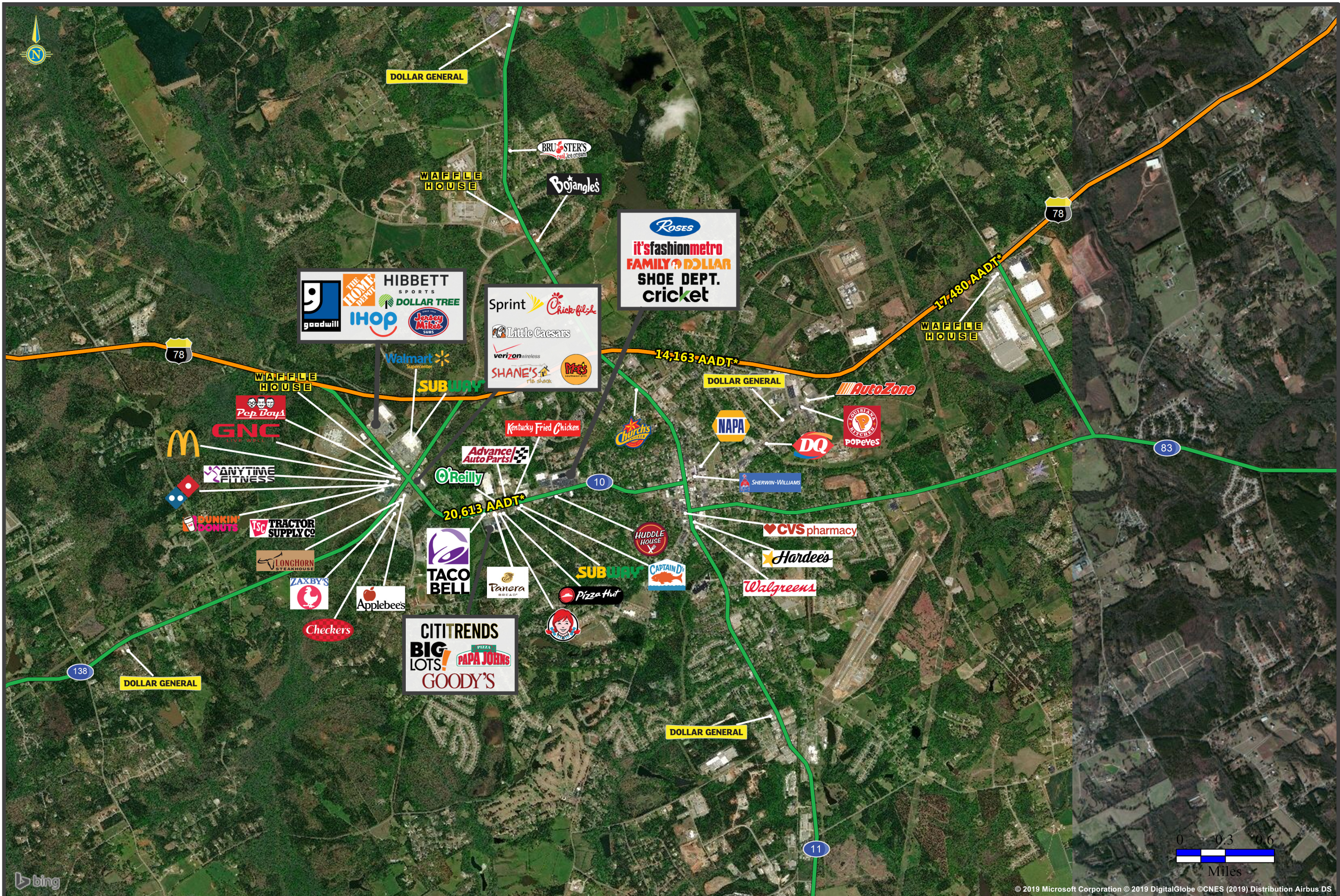
Monroe has grown and prospered since the Civil War. Monroe became a bustling cotton/textiles mill during the early half of the 20th century, as well as attracting local industries and building a strong business presence both downtown and from one end of the town to the other.

NextSite

Chuck Branch
cbranch@nextsite.net
205.218.9652



Sadie Krawczyk
sadies@monroega.gov
404.455.7992



MONROE, GEORGIA

Major Retail Aerial

NextSite

This map was produced using data from private and government sources deemed to be reliable. The information herein is provided without representation or warranty.



To: City Council, City Administrator
From: Sadie Krawczyk, ED Specialist
Department: Administration
Date: 12/31/19
Description: 2020 NextSite Funding

Budget Account/Project Name: 100-7200-521200 P&D Professional Fees - \$5,750 (25%)
 100-4600-521200 Elec. Professional Fees - \$17,250 (75%)

Funding Source: 2020 Budget Expense

Budget Allocation: \$23,000.00

Budget Available: \$23,000.00

Requested Expense: \$23,000.00

Company of Purchase: NextSite

Recommendation:

Staff recommends the APPROVAL of this request in accordance with the 3-year contract approved in January of 2018.

Background:

The City Council hired NextSite to develop marketing materials based on consumer data for the city and to represent the interests of the City of Monroe to potential retailers and developers nationally. This will be the 3rd and final year of our contract with NextSite for their services.

Attachment(s):

Nextsite Invoice

NextSite LLC
 880 Montclair Rd
 Suite 625
 Birmingham, AL 35213

Invoice 197

Date	Invoice #
12/23/2019	303

Bill To
City of Monroe Sadie Krawczyk 215 N Broad Street Monroe, GA 30655

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
1	Retail Consulting Services	23,000.00	23,000.00
We appreciate the opportunity to work with your organization.		Total	\$23,000.00



To: Parks Committee, City Council
From: Logan Propes, City Administrator
Department: Administration
Date: 01/07/2019
Subject: Request for termination of portions of 2003 IGA of Park Properties with Walton County

Budget Account/Project Name: Buildings & Grounds R&M Buildings

Funding Source: General Fund

Budget Allocation:

Budget Available:

Requested Expense:

Company of Purchase:

Description: Request for termination of portions of the 2003 IGA with Walton County pertaining to the 50-year lease of Mathews, Hammond, Pilot, Coker, and Kidd Parks.

Background: In 2003 The City of Monroe entered into an intergovernmental agreement with Walton County that transferred maintenance and usage of the parks to the County's purview with exception of major capital improvements and insurance for which the City still provides. Additional provisions of the agreement contain a parking lot and the Nowell Recreation Center which the City and County intend on continuing by the provisions thereof.

The term of the agreement for the parks is until August 4, 2053 and partial termination of the agreement is allowable under the "TERM" section of the IGA.

The goal of the City of Monroe is to begin a program to fully rehabilitate the parks in connection with a SPLOST program and application of grants. Since there has not been any major capital improvements at these facilities in almost 20 years the City would like to begin by resuming total control of the parks to implement needed improvements.

The County has already delivered informal notice last year handing the city back Coker and Kidd parks.

Attachment(s):

215 North Broad Street ♦ Monroe, GA 30656 ♦ 770.267.7536



STATE OF GEORGIA

COUNTY OF WALTON

**INTERGOVERNMENTAL RECREATION SERVICE
AND PROPERTY CONVEYANCE AGREEMENT**

THIS AGREEMENT, made and entered into this 5th day of August, 2003, by and between the CITY OF MONROE, a municipal corporation located in Walton County, Georgia, whose official address is P.O. Box 1249, 227 South Broad Street, Monroe, Georgia 30655, hereinafter referred to as "City", and WALTON COUNTY, acting through the BOARD OF COMMISSIONERS OF WALTON COUNTY, a political subdivision of the State of Georgia, whose official address is P.O. Box 585, Annex V, 132 East Spring Street, Monroe, Georgia 30655, hereinafter referred to as "County";

WITNESSETH: WHEREAS, the County had established a recreation program functioning throughout Walton County, Georgia, operating under its Walton County Parks and Recreation Department; and

WHEREAS, the City has had a recreation program operating within its corporate limits, including equipment, facilities, parks and lands dedicated to such purpose; and

WHEREAS, the County, pursuant to the provisions of O.C.G.A § 36-70-20, *et seq.*, and under the authority of the Constitution of the State of Georgia, Article 9, § 3, Paragraph I, has negotiated with the City to assume responsibility for operating the recreation program within its corporate limits, including use of the proceeds from a SPLOST sales tax referendum passed for such purpose; and

WHEREAS, the City agreed to transfer possession and use of its existing recreational equipment, facilities, parks and lands dedicated to such purpose, as more particularly herein set out, to the County for the purpose of continuing to provide

recreation programs within the City and to integrate the same into the county-wide recreational program; and

WHEREAS, through the implementation of this Agreement, the City and the County intend to promote a more effective and efficient recreation program in the City and County and to avoid the duplication of services; and

WHEREAS, parties have also determined that it is in their mutual interest to exchange ownership of two properties currently owned by the City and the County for their continued public use and benefit; and

WHEREAS, the County has agreed to sell the City a parking lot adjacent to other properties covered by this Agreement.

NOW THEREFORE, FOR AND IN CONSIDERATION of the mutual promises and benefits accruing to each of the parties, and the exchange of rights, covenants and commitments hereinafter set out, the value, sufficiency and receipt whereof being acknowledged by both parties, the parties agree as follows:

1.

TERM. This Agreement shall commence upon the date hereof and upon its approval by both of the parties and shall continue for a period of not greater than Fifty (50) years thereafter, ending on August 4, 2053, if not sooner terminated, in whole or in part, by the provisions of this Agreement, a subsequent agreement of the parties or by operation of law. As to each leased parcel hereinafter set out, in the event that the County shall cease to use such property for recreational purposes for a period of more than six (6) months, the lease(s) on such property shall terminate and the same shall immediately thereafter revert to the City.

2.

EQUIPMENT. The City shall convey to the County, free of encumbrance, all recreation equipment currently in the possession of the City.

3.

PARKS, LAND AND FACILITIES.

- (a) The City hereby leases to the County for the Term of this Agreement the exclusive use and possession of the property and all improvements thereon, known as Mathews Park, Hammond Park, & and Pilot Park, scheduled on Exhibit "A" attached for the sole purpose of providing recreational services and facilities under its program for the citizens of Monroe and Walton County. The City warrants and represents that it has fee simple title to such property and that such property is

- unencumbered. The County accepts such equipment, property and facilities in their "as is" condition.
- (b) The City hereby leases to the County for an initial Term of five (5) years the exclusive use and possession of the property and all improvements thereon, known as Kidd Park & Coker Park, scheduled on Exhibit "B" attached for the sole purpose of providing recreational services and facilities under its program for the citizens of Monroe and Walton County. The City warrants and represents that it has fee simple title to such property and that such property is unencumbered. The County accepts such equipment, property and facilities in their "as is" condition. It is understood and agreed that these Parks are adjacent to the Monroe Municipal Airport and that such property may need to be incorporated into the Airport in the future. After the initial five (5)-year period, the lease on this property shall continue on a year-to-year basis, which shall automatically renew, unless the City gives written notice to the County not less than six (6) months prior to an anniversary date of its wish to terminate the lease as to either or both Parks for the use of the property for airport purposes, such alternate use being the only basis upon which the lease on these Parks may be terminated.
- (c) As soon as practicable after the execution of this Agreement, the City shall exchange fee simple title in the property known as the Nowell Recreation Center, generally described in the legal description attached as Exhibit "C", with the County for fee simple title in the County property known as Judicial Building Annex 6 generally described in the legal description attached as Exhibit "D". This exchange shall occur within thirty (30) days after the County vacates the Judicial Building Annex 6 and occupies its new Courthouse facility on Hammond Drive. The properties shall be conveyed in their "as is" condition. The personal property, fixtures and equipment currently located in such buildings shall be included in the exchange, unless they have been scheduled for exclusion by supplemental agreement between the parties within thirty (30) days of the execution of this Agreement. The City shall provide a current survey of the Nowell Recreation Center property by a licensed Georgia surveyor, acceptable to the County, for use in the conveyance of title in such property. The parties agree that the current survey of the Judicial Building Annex 6 is acceptable for use in the exchange, but the City has the right to obtain a more recent survey of the property, at their expense, should they choose to do so. It shall be the responsibility of each party to determine to its satisfaction issues of title and marketability in the properties to be exchanged, and each party shall bear their respective costs for legal assistance and other expenses in closing the exchange.

- (d) In the meantime, the City hereby leases to the County for the Term of this Agreement, or until the aforementioned exchange of properties takes place, whichever event first occurs, the exclusive use and possession of the property and all improvements thereon known as the Nowell Recreation Center generally scheduled on Exhibit "C" for the sole purpose of providing recreation services and facilities under its program for the citizens of Monroe and Walton County. The City warrants and represents that it has fee simple title to such property and that such property is unencumbered. The County accepts such equipment, property and facilities in their "as is" condition.
- (e) The City has agreed to purchase from the County, and the County has agreed to sell to the City, fee simple title in the County parking lot more particularly described on Exhibit "E" attached hereto for the actual purchase costs thereof to the County. The parties agree that the current survey of this property is acceptable to the parties, but the City has the right to obtain a more recent survey, at their expense, should they choose to do so. The County shall bear its own legal expenses in handling of the transaction, and the City shall pay all other applicable closing costs.

4.

MAINTENANCE. The County shall be responsible for the normal, routine maintenance and care of such leased property during the Term of this Agreement, but the County shall not be responsible for the construction of new facilities or any other permanent capital improvement(s) on such property without further written agreement(s) with the City.

5.

INSURANCE. During the Term of this Agreement, the City shall maintain adequate property and general liability insurance in amounts agreeable to both parties covering the property owned by the City and leased hereunder, naming the County as an additional insured and furnishing the County with a copy of such insurance policy(ies). During the Term of this Agreement, the County shall maintain insurance on the personal property owned by the County located on the property or within the facilities covered by this Agreement. And during the Term of this Agreement, the County shall maintain general liability insurance in amount(s) agreeable to both parties, covering the property leased from the City hereunder, naming the City as an additional insured and furnishing the City with a copy of such insurance policy(ies).

6.

SECURITY AND POLICING. The City shall be responsible for providing police protection and security on the leased property covered by this agreement lying within the corporate limits of Monroe.

7.

UTILITIES. The County shall be responsible for payment of utility costs associated with its use of the leased property covered by this Agreement.

8.

FIXTURES AND CAPITAL IMPROVEMENTS. In the event that the County shall install, construct, place or build any improvements or structures on the leased property covered by this agreement, which might be legally construed as becoming a part of the real estate and therefore accruing to ownership by the City, it is expressly understood and agreed that all such improvements or structures shall remain the property of the County, and may, at the sole discretion of the County, be removed, relocated or otherwise disposed of by the County at any time during the Term of this Agreement, unless the same shall be otherwise agreed to in writing by both parties.

9.

RECREATION PROGRAM. During the Term of this Agreement the County shall staff, maintain and provide a viable recreation program for the citizens of the City and the County, utilizing the leased property and facilities covered by this Agreement, in such a manner as the County may deem necessary and appropriate.

10.

COUNTERPARTS. This Agreement may be executed simultaneously 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.

11.

HEADINGS. All headings, paragraphs, sections and subparts thereof in this Agreement are inserted for convenience only and shall not modify or affect the construction or interpretation of any provision of this Agreement.

12.

ENTIRE AGREEMENT. This Agreement constitutes the sole and entire Agreement between the parties with respect to the subject matter hereof, and no modification of this Agreement shall be binding unless reduced to writing and signed by all parties to this Agreement. No representation, promise, or inducement not included in this Agreement shall be binding upon any party hereto.

13.

TIME IS OF THE ESSENCE. Time is of the essence of this Agreement.

14.

GOVERNING LAW. This Agreement shall be interpreted in all respects in accordance with the laws of the State of Georgia.

15.

NO WAIVER. No failure of any party to exercise any power given hereunder or to insist upon strict compliance with any obligation specified herein, and no custom or practice at variance with the terms hereof, shall constitute a waiver of either party's right to demand exact compliance with the terms hereof.

16.

BINDING AFFECT. This Agreement shall inure to the benefit of and be binding upon the parties hereto and their successors.

17.

INTERPRETATION. Should any provision of this Agreement require interpretation in any judicial, administrative or other proceeding or circumstance, it is agreed that the court, administrative body, or other entity interpreting or construing the same shall not apply a presumption that the terms hereof shall be more strictly construed against one party by reason of the rule of construction that a document is to be construed more strictly against the party who by itself or through its attorney prepared the same, it being agreed that the attorneys of both parties hereto have fully participated in the preparation of this Agreement.

18.

SEVERABILITY. Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid, but if any provision of this Agreement, or the application thereof, shall be prohibited or held to be invalid, such prohibition or invalidity shall not affect any other provision or the application of any provision which can be given effect without the invalid provision or application, which shall remain in full force and effect; and to this end, the provisions of this Agreement are declared to be severable.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed under seal by their duly authorized representatives as of the day and year first above written.

CITY OF MONROE

WALTON COUNTY BOARD OF COMMISSIONERS

By: Harry Knight (SEAL)
Harry Knight, Mayor

By: Kevin W. Little (SEAL)
Kevin W. Little, Chairman

Attest: Julian L. Jackson (SEAL)
Julian L. Jackson, City Administrator
and Clerk

Attest: Rhonda R. Hawk (SEAL)
Rhonda R. Hawk, Deputy Clerk

(SEAL)

(SEAL)

EXHIBIT "A"**MATHEWS PARK**

All that tract or parcel of land lying and being in Town GMD 419, City of Monroe, Walton County, Georgia, containing 28.71 acres, more or less, and being more particularly described as follows: BEGINNING at an iron pin on the Southeasterly side of Monroe-Gratis Road where the Southwestern corner of the W. R. Pruitt property, now or formerly, intersects with such right of way, said point being 769.2 feet Northeasterly from the Northeastern corner of a proposed street where it intersects with the Monroe-Gratis Road; Running thence South 38°15' East a distance of 219.8 feet to an iron pin; Running thence North 38°06' East a distance of 165.0 feet to an iron pin; Running thence North 38°06' East a distance of 45.0 feet to an iron pin; Running thence North 33°25' East a distance of 228.5 feet to an iron pin; Running thence South 29°57' East a distance of 1457.5 feet to an iron pin; Running thence South 38°18' West a distance of 118.8 feet to an iron pin; Running thence South 13°14' East a distance of 66.0 feet to an iron pin; Running thence East 18 feet to the old run of the creek, which is the property line, but for the purposes of surveying and showing the metes and bounds, the survey measurements are off-set 18 feet from the old run of the creek and being described as South 85°48' West a distance of 205.2 feet; Continuing thence South 69°59' West a distance of 147.0 feet; Continuing thence South 35°50' West a distance of 65.5 feet; Continuing thence South 59°15' West a distance of 132.1 feet; Continuing thence South 05°51' West a distance of 95.6 feet to an iron pin at the Northerly side of the said proposed street; Running thence North 45°44' West a distance of 1067.4 feet to an iron pin on the Northerly side of the proposed street; Running thence North 36°06' East a distance of 150.0 feet to an iron pin; Running thence North 58°42' West a distance of 291.0 feet to an iron pin on the Southeasterly side of the Monroe-Gratis Road; Running thence North 38°16' East a distance of 619.2 feet along the Southeasterly side of such Road to an iron pin at the Southwest corner, now or formerly, of the W. R. Pruitt property and the POINT OF BEGINNING. Said property is generally shown by a topographical survey thereof recorded in Plat Book 15, page 216, Walton County Records, to which reference is made for a more complete description of the property. This is the same property conveyed by warranty deed from South Decatur, Inc. to the City of Monroe, dated April 2, 1973, recorded in Deed Book 102, page 612, Walton County Records.

HAMMOND PARK

TRACT ONE: All that tract or parcel of land lying and being in Land Lot 72, 3rd District, Town GMD 419, City of Monroe, Walton County, Georgia, containing 10.74 acres, as shown on a plat of survey prepared by Sims Surveying Co., certified by Kenneth C. Sims, Registered Professional Land Surveyor No. 1783, dated February 14, 1977, recorded in Plat Book 21, page 106, Clerk's Office, Walton Superior Court. Reference is hereby made to said plat of survey and the same is incorporated herein for a more complete description of the property conveyed.

According to such plat of survey, the tract herein is more particularly described as follows: BEGINNING at a point on the Southwesterly right of way of Hammond Drive (shown as being 40 feet in width) where it is intersected by the centerline of a creek, a/k/a Black Branch; Running thence in an off set along the centerline of Black Branch, which forms the Southerly boundary of the subject tract, South 83°16' West 94.0 feet to a point; Continuing thence North 70°15' West 104.5 feet to a point; Continuing thence North 63°29' West 151.6 feet to a point; Continuing thence North 84°37' West 169.8 feet to a point; Continuing thence South 73°02' West 95.1 feet to a point; Continuing thence North 85°42' West 216.8 feet to a point; Continuing thence North 73°59' West 202.15 feet to a point; Running thence North 10°56' West 389.80 feet to an iron pin; Running thence North 61°00' East 154.85 feet to an iron pin; Running thence North 57°20' East 235.6 feet to an iron pin located on the Southwesterly right of way of Russell Circle (shown as being 36 feet in width); Running thence along said right of way South 15°14' East 68.15 feet to an iron pin; Running thence North 85°30' East 404.3 feet to an iron pin; Running thence South 09°16' East 470.4 feet to an iron pin; Running thence North 85°30' East 200.0 feet to an iron pin located on the Southwesterly right of way of Hammond Drive; Running thence along said right of way 258.0 feet to the POINT OF BEGINNING. This is the same property conveyed by warranty deed from The Citizens and Southern Emory Bank to the City of Monroe, dated February 17, 1977, recorded in Deed Book 134, pages 117-118, Walton County Records.

TRACT TWO: All that tract or parcel of land lying and being in Land Lot 72, 3rd District, City of Monroe, Walton County, Georgia, containing 4.422 acres, as shown on a plat of survey prepared by John F. Brewer & Associates, certified by John F. Brewer, Registered Professional Land Surveyor No. 2115, dated October 11, 1993, recorded in Plat Book 61, page 169, Clerk's Office, Walton Superior Court. Reference is hereby made to said plat of survey, and the same is incorporated herein for a more complete description of the property conveyed.

According to such plat of survey, the tract herein is more particularly described as follows: BEGINNING at an iron pin located at the Northwesterly end of the Northeasterly right of way of Hubbard Street (shown as being 30 feet in width); Running thence along the Northwesterly end of Hubbard Street South 74°41'33" West 30.55 feet to an iron pin located at the Northwesterly end of the Southwesterly right of way of Hubbard Street; Running thence South 78°30'14" West 172.0 feet to an iron pin; Running thence North 11°29'46" West 25.0 feet to an iron pin; Running thence South 78°30'14" West 147.50 feet to an iron pin located on the Northeasterly right of way of Colquitt Street (shown as being 30 feet in width); Running thence along said right of way North 11°53'47" West 277.04 feet to an iron pin; Running thence North 58°40'29" East 534.82 feet to an iron pin; Running thence South 11°20'39" East 476.82 feet to an iron pin; Running thence South 76°44'37" West 150.0 feet to the POINT OF BEGINNING. This is the same property conveyed by a limited warranty deed from Roy Nunnally Roberts, et al. to the City of Monroe, dated February 7, 1994, recorded in Deed Book 510, pages 220-221, Walton County Records.

PILOT PARK

All that tract or parcel of land lying and being in Land Lot 65, 3rd District, Town GMD 419, City of Monroe, Walton County, Georgia, containing 1.683, known as "Pilot Park", as shown on a plat of survey prepared by Von Itter & Associates, certified by Robert W. Von Itter, Registered Professional Land Surveyor No. 2251, dated August 7, 1990. Reference is hereby made to said plat of survey, and the same is incorporated herein for a more complete description of the property conveyed.

According to such plat of survey, the tract herein is more particularly described as follows: BEGINNING at an iron pin located at the intersection of the Northerly right of way of East Church Street (shown as being 50 feet in width) with the Southwesterly right of way of High School Avenue (shown as being 40 feet in width); Running thence along said right of way of East Church Street North 81°29'39" West 264.46 feet to an iron pin; Running thence North 12°21'53" West 215.0 feet to an iron pin; Running thence North 09°54'00" West 76.0 feet to an iron pin; Running thence South 80°30'31" East 276.50 feet to an iron pin located on the Southwesterly right of way of High School Avenue; Running thence along said right of way South 09°46'15" East 282.50 feet to the POINT OF BEGINNING.

EXHIBIT "B"**KIDD PARK (a/k/a E. C. KIDD PARK)**

All that tract or parcel of land lying and being in the City of Monroe, Walton County, Georgia, fronting on Towler Street, adjacent to the Monroe-Walton County Municipal Airport, known as the E. C. Kidd Park, a/k/a Kidd Park.

COKER PARK (a/k/a DENNIS S. COKER PARK)

All that tract or parcel of land lying and being in Town GMD, City of Monroe, Walton County, Georgia, containing 27.932 acres, more or less, as shown on a plat of survey prepared by W. Henry Watterson, Registered Land Surveyor No. 398, dated May 14, 1970 recorded in Plat Book 15, page 38, Clerk's Office, Walton Superior Court, as modified by the addition and deletion of tracts containing 0.8 acres, as shown on a plat of survey prepared by Gregg & Associate, certified by William J. Gregg, Sr., Registered Professional Land Surveyor No. 1438, dated November 6, 1973, recorded in Plat Book 18, page 421, Clerk's Office, Walton Superior Court. Reference is hereby made to said plats of survey, and the same are incorporated herein for a more complete description of the property conveyed.

According to such plats of survey, the aggregate of the tracts conveyed herein is more particularly described as follows: BEGINNING at an iron pin located on the Northeasterly side of South Madison Avenue where the subject property adjoins the property, now or formerly, of Cooper, said iron pin being located 20 feet Northeasterly from the edge of the pavement of such Avenue; Running thence North 53°49' East 195.41 feet to an iron pin; Running thence North 26°12' West 99.2 feet to an iron pin; Running thence North 25°11' West 104.5 feet to an iron pin; Running thence North 23°45' West 99.5 feet to an iron pin; Running thence North 26°17' West 109.3 feet to an iron pin; Running thence North 51°16' East 224.91 feet to an iron pin; Running thence North 51°40' East 129.0 feet to an iron pin; Running thence North 61°39' East 364.3 feet to an iron pin; Running thence North 43°08' East 100.0 feet to an iron pin; Running thence North 51°04' East 653.6 feet to an iron pin on the bank of a creek; Running thence in an off set along the centerline of such creek, a/k/a a ditch, North 53°24'55" West 333.08 feet to a point on the Southeasterly right of way of Towler Street (shown as being 40 feet in width); Running thence along said right of way North 68°13' East 140.7 feet to an iron pin; Running thence South 49°53' East 283.05 feet to an iron pin; Running thence North 49°23' East 130.85 feet to an iron pin; Running thence South 21°10' East 472.84 feet to an iron pin; Running thence South 25°03' West 651.9 feet to an iron pin; Running thence South 31°31' West 143.7 feet to an iron pin; Running thence South 50°01' West 767.0 feet to an iron pin; Running thence North 33°18' West 383.0 feet to an iron pin set on a fence corner; Running thence South 48°53' West 422.0 feet to an iron pin located 20 feet Northeasterly of the pavement edge on the Northeasterly side of South Madison Avenue; Running thence along the Northeasterly side of South Madison Avenue North 24°26' West 93.0 feet to the POINT OF

BEGINNING. This is the same property conveyed by warranty deed from Raymond L. Dehler, et al. to the City of Monroe, dated January, 1974, recorded in Deed Book 108, pages 462-463, Walton County Records.

EXHIBIT "C"**NOWELL RECREATION CENTER**

All that tract or parcel of land lying and being the City of Monroe, Walton County, Georgia, being a portion of that property formerly known as the Fair Ground Property, more fully described in a Warranty Deed from the Walton County Fair Association to the City of Monroe, dated May 4, 1935, recorded in Deed Book 20, page 169, Clerk's Office, Walton Superior Court. Said property is improved with a recreational building located thereon, and is bounded on the North by West Spring Street, on the East by Jackson Street, on the South by Washington Street (f/k/a Pearl Street) and on the West by other property of the City of Monroe and the Monroe-Walton County Library. The exact legal description of this property is to be established by a newly obtain survey.

EXHIBIT "D"**JUDICIAL BUILDING ANNEX 6**

All that tract or parcel of land lying and being in Land Lot 65, 3rd District, City of Monroe, Walton County, Georgia, containing 11,024.35 square feet, as shown on a plat of survey prepared by John F. Brewer & Associates, certified by John F. Brewer, Registered Professional Land Surveyor No. 2115, dated May 12, 1992, recorded in Plat Book 56, page 12, Clerk's Office, Walton Superior Court. Reference is hereby made to said plat of survey, and the same is incorporated herein for a more complete description of the property conveyed.

According to such plat of survey, the tract herein is more particularly described as follows: BEGINNING at a nail on the Southwesterly right of way of North Broad Street, a/k/a Georgia Highway No. 11, (shown as being 80 feet in width) situated 174.19 feet Southeasterly along such right of way from its intersection with the Southeasterly right of way of West Spring Street; Running thence along said right of way South 10°37'47" East 52.50 feet to a nail; Running thence South 79°59'39" West 210.0 feet along an alley to a nail located on the Northeasterly right of way of South Wayne Street; Running thence along said right of way North 10°37'47" West 52.50 feet to a nail; Running thence North 79°59'39" East 210.0 feet, including a portion along a common wall, to the POINT OF BEGINNING. This is the same property conveyed by warranty deed from R. E. Aycock, Jr. to Board of Commissioners of Walton County, Georgia, dated June 2, 1992, recorded in Deed Book 409, page 110, Walton County Records.

EXHIBIT "E"**COUNTY PARKING LOT**

All that tract or parcel of land lying and being in Land Lot 65, 3rd District, City of Monroe, Walton County, Georgia, containing 1.034 acres, as shown on a plat of survey prepared by John F. Brewer & Associates, certified by John F. Brewer, Registered Professional Land Surveyor No. 2115, dated April 11, 1994, recorded in Plat Book 65, page 6, Clerk's Office, Walton Superior Court. Reference is hereby made to said plat of survey, and the same is incorporated herein for a more complete description of the property conveyed.

According to such plat of survey, the tract herein is more particularly described as follows: BEGINNING at the point of intersection of the Southerly right of way of West Spring Street (shown as being 40 feet in width, and mistakenly shown on such survey as East Spring Street) with the Westerly right of way of South Wayne Street (shown as being 40 feet in width); Running thence along said right of way of South Wayne Street South 04°09'53" East 209.67 feet to an iron pin; Running thence South 87°50'42" West 125.67 feet to an iron pin; Running thence South 87°52'01" West 93.18 feet to an iron pin located on the Easterly right of way of South Jackson Street (shown as being 40 feet in width); Running thence along said right of way North 03°58'00" West 202.73 feet to the point of its intersection with the Southerly right of way of West Spring Street; Running thence along said right of way North 86°02'06" East 218.02 feet to the POINT OF BEGINNING. This is the same property conveyed by Executor's Deed out of the Estate of R. E. Aycock, Jr. to The Board of Commissioners of Walton County, Georgia, dated February 27, 1995, recorded in Deed Book 574, pages 179-180, Walton County Records.

Post Office Box 1249 • Monroe, Georgia 30655
Telephone 770-267-7536

John S. Howard, Mayor
L. Wayne Adcock, Vice Mayor

January 7, 2020

Walton County Board of Commissioners
111 South Broad Street
Monroe, GA 30655

RE: Termination of Agreement for Leased City Parks

Dear Chairman and Fellow Commissioners:

This letter is to serve as an official request to terminate a portion of the 50-year lease of the following city-owned parks that were included in the 2003 Intergovernmental Agreement: Mathews Park, Pilot Park, Hammond Park, Coker Park, and Kidd Park.

The City of Monroe would like to begin its program of rehabilitation at each park consisting of several phases of capital improvements over the coming years. These improvements will consist primarily of installing various passive park elements for all walks of life.

We thank you for your assistance in this matter.

Sincerely,



John S. Howard
Mayor

STATE OF GEORGIA

COUNTY OF WALTON

**AGREEMENT TO PARTIALLY TERMINATE INTERGOVERNMENTAL
RECREATION SERVICE AND PROPERTY CONVEYANCE AGREEMENT**

THIS AGREEMENT TO PARTIALLY TERMINATE INTERGOVERNMENTAL RECREATION SERVICE AND PROPERTY CONVEYANCE AGREEMENT (hereinafter "Agreement") is entered by and between the City of Monroe (hereinafter the "City") and Walton County, acting by and through its Board of Commissioners (hereinafter the "County"), on this ____ day of _____, 2020 (hereinafter "Effective Date").

WHEREAS, on August 5, 2003, the City and the County entered into that certain Intergovernmental Recreation Service and Property Conveyance Agreement (hereinafter the "2003 IGA");

WHEREAS, the 2003 IGA provided that the exclusive use and possession of certain recreation parks located within the City and owned by the City, to wit: Mathews Park, Hammond Park, Pilot Park, Kidd Park (a/k/a E.C Kidd Park), and Coker Park (a/k/a Dennis S. Coker Park) (hereinafter collectively referred to as the "Parks"), was thereby transferred from the City to the County and that said Parks were thereby leased by the City to the County; the said Mathews Park, Hammond Park, and Pilot Park being described on Exhibit "A" to the 2003 IGA and the said Kidd Park and Coker Park being described on Exhibit "B" to the 2003 IGA;

WHEREAS, the 2003 IGA provided *inter alia* that the County would operate the Parks as part of its recreation program and would be responsible for the maintenance and care of said Parks;

WHEREAS, the City and the County now desire for the lease of said Parks to be terminated, for possession of the Parks to be returned from the County to the City, and for said Parks to no longer be operated, maintained, or cared for by the County;

NOW THEREFORE, for and in consideration of the mutual promises and benefits accruing to each of the parties hereunder, the value, sufficiency, and receipt of which are hereby acknowledged by each of the City and the County, the City and the County hereby agree as follows:

1.

TERMINATION OF LEASE. The Lease of the Parks from the City to the County is terminated as of the Effective Date hereof.

2.

POSSESSION. Possession of the Parks is hereby transferred from the County to the City as of the Effective Date hereof.

3.

OPERATION AND MAINTENANCE. Beginning as of the effective date hereof, the County shall have no further obligation to operate, maintain, or otherwise care for the Parks.

4.

EQUIPMENT AND IMPROVEMENTS. All recreation equipment and other improvements affixed to any of the Parks shall be deemed the Property of the City as of the Effective Date of hereof.

5.

UTILITY COSTS. Beginning as of the effective date hereof, the County shall no longer be responsible for payment of the utility costs for the Park; rather, the City shall be responsible for the payment of said utility costs.

6.

RECREATION PROGRAM. Beginning as of the effective date hereof, the County shall no longer be obligated to staff, maintain, or provide a recreation program utilizing the Parks.

7.

SIGNAGE. Within thirty (30) days after the effective date hereof, the County shall remove any and all of its signage from the Parks.

8.

GOVERNING LAW. This Agreement shall be interpreted and construed in all respects in accordance with Georgia law.

9.

HEADINGS. All headings in this Agreement are provided for convenience only and shall not affect the construction or interpretation of this Agreement.

10.

COUNTERPARTS. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original.

(Signatures appear on following page)

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed under seal by their duly authorized representatives as of the date and year first written above.

WALTON COUNTY BOARD OF COMMISSIONERS

By: _____(SEAL)
Kevin W. Little, Chairman

Attest: _____(SEAL)
Leta Talbird, County Clerk

CITY OF MONROE

By: _____(SEAL)
John Howard, Mayor

Attest: _____(SEAL)
Debbie Kirk, City Clerk

CITY OF MONROE

ALCOHOLIC BEVERAGE LICENSE APPLICATION

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

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

Please check the licenses that you are applying for.

CITY OF MONROE

ALCOHOLIC BEVERAGE LICENSE FEES

CONSUMPTION ON PREMISE:

LICENSE FEE:

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

PACKAGE:

LICENSE FEE:

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

MANUFACTURER

LICENSE FEE: 1 FEE ONLY

DISTILLERIES OR MICRO-DISTILLERIES	\$1500.00	_____
BREWERY OR MICRO-BREWERIES	\$1000.00	_____
BREW PUB	\$750.00	_____

WHOLESALE DEALERS:

LICENSE FEE:

PRINCIPAL PLACE OF BUSINESS - CITY

BEER/WINE

\$1500.00

DISTILLED SPIRITS

\$2000.00

PRINCIPAL PLACE OF BUSINESS – NOT IN CITY

\$100.00

TEMPORARY LICENSE:

LICENSE FEE:

NON PROFIT ORGANIZATIONS

\$25.00 PER DAY

FOR PROFIT ORGANIZATIONS

\$150.00 PER DAY

SPECIAL EVENT VENUES

\$300.00

REGISTRATION

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

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

1. Full Name of Business Lindsey-Garrett Post no. 64

Under what name is the Business to operate? Lindsey-Garrett Post 64

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

2. Address: a) Physical: 218 Cherry Hill Road Monroe GA 30656

b) Mailing: ~~601~~ PO Box 601 Monroe, GA 30655

3. Phone 770-267-6616 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 58-0590680 Georgia Sales Tax Number 0B00053

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 BENNY RAY PARKER

Full Name of Spouse, if Married JANIS ELIZABETH PARKER

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

Birthplace WAITON Co.

Current Address 1016 MONTICELLO DR City MONROE St GA Zip 30655

Home Telephone 770-207-0719- Cell 770 601-1411

Number of Years at present address 3 YRS.

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

Number of years at previous address 3 YEARS

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

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

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

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 BENNY RAY PARKER, 1016 MONTICELLO DR.

MONROE, GA. RETIRED P.K.E ELECT, WAITON County BUS DRIVER
770-601-1411

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 NO.

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

NO

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

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

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

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

Lindsey - Garrett Post No. 64 of the American Legion.
PO Box 601 Monroe GA 30655,

<u>Benny Parker</u>	<u>CEO</u>	
<u>Chris Hickman</u>	<u>Secretary</u>	<u>218 Cherry Hill Rd. Monroe GA 30656</u>
<u>William Roberts.</u>	<u>CFO</u>	

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.

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.

17. If partnership or individual, state names of any persons or firms owning any interest or receiving any funds from the corporation. None

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

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

NO

20. State whether or not applicant, partner, corporation officer, or stockholder holds any alcoholic beverage license in other jurisdiction or has ever applied for a license and been denied. (Submit full details) _____

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

NO.

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

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

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

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

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

24. Character References: (For the applicant)

1. HARRY P. LEMONDS

Name

2920 WHITNEY RD

Address

MONROE GA 30655 770-356-6693

City

State

Zip

Telephone

2. LEONARD HOLDEN

Name

861 FAIRWAY DR

Address

MONROE, GA 30655 678-873-1341

City

State

Zip

Telephone

3. William R. Bond

Name

0660 JONES WOODS RD.

Address

MONROE GA 30655 770-267-2337

City

State

Zip

Telephone

This the 22 day of Oct. 2019.

Benny Park (Signature Applicant)

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

BENNY PARKER (Print Name)

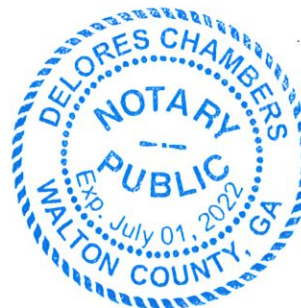
Or: _____ (Signature of Corporate Officer)

_____ (Printed Name and Title of Corporate Officer)

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

Notary Public:

Executed: DC 10-22-19



CITY OF MONROE

ALCOHOLIC BEVERAGE LICENSE APPLICATION

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

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

Please check the licenses that you are applying for.

CITY OF MONROE

ALCOHOLIC BEVERAGE LICENSE FEES

CONSUMPTION ON PREMISE:

LICENSE FEE:

BEER/WINE

\$1000.00



NON PROFIT PRIVATE CLUB

\$600.00

SUNDAY SALES-PRIVATE CLUBS ONLY

\$150.00

BEER/WINE AMENITIES LICENSE

\$100.00

DISTILLED SPIRITS

\$3000.00

NON PROFIT PRIVATE CLUB-ONLY

\$600.00

SUNDAY SALES

\$150.00

PACKAGE:

LICENSE FEE:

BEER/WINE

\$2000.00

HOTEL/MOTEL IN ROOM SERVICE

\$250.00

GROWLERS

\$2000.00

MANUFACTURER

LICENSE FEE: 1 FEE ONLY

DISTILLERIES OR MICRO-DISTILLERIES

\$1500.00

BREWERY OR MICRO-BREWERIES

\$1000.00

BREW PUB

\$750.00

WHOLESALE DEALERS:

LICENSE FEE:

PRINCIPAL PLACE OF BUSINESS - CITY

BEER/WINE

\$1500.00

DISTILLED SPIRITS

\$2000.00

PRINCIPAL PLACE OF BUSINESS - NOT IN CITY

\$100.00

TEMPORARY LICENSE:

LICENSE FEE:

NON PROFIT ORGANIZATIONS

\$25.00 PER DAY

FOR PROFIT ORGANIZATIONS

\$150.00 PER DAY

SPECIAL EVENT VENUES

\$300.00

REGISTRATION

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

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

1. Full Name of Business Brittany Hayes Inc
Addison's Wonderland

Under what name is the Business to operate? Addison's Wonderland

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

corporation, domestic

2. Address: a) Physical: ~~1000~~¹¹⁴ W Springst Monroe Ga 30655

b) Mailing: 204 Walton st Monroe Ga 30655

3. Phone 678-962-2679 Beginning Date of Business in City of Monroe 8-16-19

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 24-0733991 Georgia Sales Tax Number 309-368749

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 Brittany Louise Hayes

Full Name of Spouse, if Married N/A

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

Birthplace Atlanta, Ga

Current Address 209 Walton St City Monroe St Ga Zip 30655

Home Telephone 678-962-2679

Number of Years at present address 3

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 N/A

If transfer or change of ownership, effective date of this change N/A

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

Previous applicant & D/B/A N/A

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

209 Walton St Monroe, Ga 30655 678-206-7272

Brittany Hayes

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

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

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

NO

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

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

Brittany Hayes Ind, 204 Walton St Monroe, Ga 30655
incorporated 2009 7/31
Brittany Hayes CEO, CFO, SECRETARY
204 Walton St Monroe, Ga 30655

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. N/A

19. Does the applicant have any financial interest in any manufacturer or wholesaler of alcoholic beverages? If yes, please explain. 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) state retail beer & wine license

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? 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. Sadie Krawczyk
Name
411 S. Madison Ave
Address
Monroe Ga 30655 (404) 455-7992
City State Zip Telephone

2. Ross Bradley
Name
205 W Highland Ave
Address
Monroe Ga 30655 (770) 652-0724
City State Zip Telephone

3. Wesley Sisk
Name
150 Pine Crest Dr
Address
Monroe Ga 30655 (770) 616-5054
City State Zip Telephone

This the 3 day of December 2020.

[Signature] (Signature Applicant)
Owner (Title i.e. Partner, General Partner, Manager, Owner, etc.)

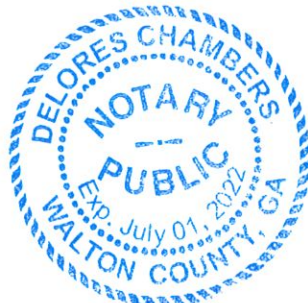
Brittany Hayes (Print Name)

Or: N/A (Signature of Corporate Officer)
N/A (Printed Name and Title of Corporate Officer)

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

Notary Public:

Executed: [Signature] 12-3-19





City of Monroe
P.O. Box 725
Monroe, Georgia 30655
(770) 207 - 4674

OCCUPATIONAL TAX CERTIFICATE

Business Name:	MA FRIEND LLC		
Business Location:	238 N MADISON AVE MONROE, GA 30655	Mailing Address:	238 N MADISON AVE MONROE, GA 30655
Owner:	MANSOOR BADSHAH NURUDDIN MADHANI		
License Number:	BL-000222	License Type:	Business License
Issued Date:	11/26/2019	Classification:	C-Store
Expiration Date:	12/31/2019		

Debra Chambers - City of Monroe

Code Department - City of Monroe

Non-Transferable. Subject to be revoked if abused.

TO BE POSTED IN A CONSPICUOUS PLACE

CITY OF MONROE

ALCOHOLIC BEVERAGE LICENSE APPLICATION

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Please check the licenses that you are applying for.

CITY OF MONROE

ALCOHOLIC BEVERAGE LICENSE FEES

CONSUMPTION ON PREMISE:

LICENSE FEE:

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

PACKAGE:

LICENSE FEE:

BEER/WINE	\$2000.00 + 250 ⁰⁰	<input checked="" type="checkbox"/>
HOTEL/MOTEL IN ROOM SERVICE	\$250.00	<input checked="" type="checkbox"/>
GROWLERS	\$2000.00	_____

MANUFACTURER

LICENSE FEE: 1 FEE ONLY

DISTILLERIES OR MICRO-DISTILLERIES	\$1500.00	_____
BREWERY OR MICRO-BREWERIES	\$1000.00	_____
BREW PUB	\$750.00	_____

WHOLESALE DEALERS:

LICENSE FEE:

PRINCIPAL PLACE OF BUSINESS - CITY

BEER/WINE

\$1500.00

DISTILLED SPIRITS

\$2000.00

PRINCIPAL PLACE OF BUSINESS - NOT IN CITY

\$100.00

TEMPORARY LICENSE:

LICENSE FEE:

NON PROFIT ORGANIZATIONS

\$25.00 PER DAY

FOR PROFIT ORGANIZATIONS

\$150.00 PER DAY

SPECIAL EVENT VENUES

\$300.00

REGISTRATION

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

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

1. Full Name of Business MA FRIEND LLC

Under what name is the Business to operate? THE MARKET

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

2. Address: a) Physical: 238 NORTH MADISON AVENUE MONROE GA
b) Mailing: 30655

3. Phone _____ 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 84-3726852 Georgia Sales Tax Number 309-336972

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 MANSOOR BADSHAH / Nuruddin Madhani

Full Name of Spouse, if Married Munir BADSHAH / Sakina Madhani

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

Birthplace Surat Guj. INDIA / Bombay

Current Address 991 Bay pointe way City Lilburn St GA Zip 30047

Home Telephone 678-794-0525

Number of Years at present address 10

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

Number of years at previous address _____

8. If new business, date business will begin in Monroe 11/26/2019

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

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

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 MANSOOR BADSHAH, 991 Bay pointe way Lilburn

GA. 30047.

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

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

NO

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

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

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

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

- N/A

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

- N/A

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

MANSOOK BADSHAH - 791 Bay Pointe Way SW Auburn GA 30047
678-904-0525 - 50%.

ABURUDDIN MAISHANI - 1353 ARBOR BLUFF CT LAWRENCEVILLE GA 30045
404-543-9144 - SDY.

17. If partnership or individual, state names of any persons or firms owning any interest or receiving any funds from the corporation. NO

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

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

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

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

NO

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

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

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

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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. KARIM ROY

Name

104 BAY POINTE WAY

Address

Lilburn GA 30047 678-794-0786
City State Zip Telephone

2. MADIR Javehri

Name

111 Carriage place

Address

Decatur GA 30033 404 453 3768
City State Zip Telephone

3. NIZAR Jafar

Name

112 Carriage place

Address

Decatur GA 30033 205 452 9239
City State Zip Telephone

This the 6th day of December 2019.

[Signature] (Signature Applicant)

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

MANSOOR BADSHAH/Muhammad Madhani (Print Name)

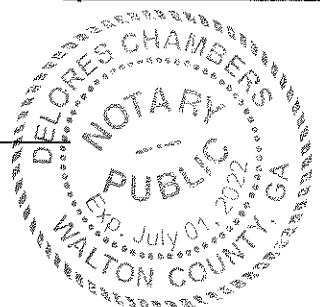
Or: MA Friend LLC (Signature of Corporate Officer)

(Printed Name and Title of Corporate Officer)

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

Notary Public: 7-01-22

Executed: 12-06-19





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

OCCUPATION TAX APPLICATION

BUSINESS NAME Zahra haque Inc TELEPHONE (678) 635 80 89
ADDRESS 1100 South Madison Ave. Monroe, Ga 30655 TYPE OF BUSINESS
MAILING ADDRESS 1100 South Madison Ave - Monroe Ga, 30655
EMAIL ADDRESS mercavul.haque@yahoo.com
OWNER'S NAME Rukana Sohely TELEPHONE (678) 549 4910
EMERGENCY CONTACT PERSON: Mercavul Haque
TELEPHONE (678) 549 96 31

PROPERTY OWNER'S NAME: Annie B. Fambrough
TELEPHONE (770) 207 8650

**NUMBER OF EMPLOYEES: FULL TIME 1
PART TIME 1 *(Including Owners & Family Members)

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

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

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

A PERMIT IS REQUIRED FOR ALL SIGNS!!

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

Signature: Rukana Date 12/17/19

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

CITY OF MONROE

ALCOHOLIC BEVERAGE LICENSE APPLICATION

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

Please check the licenses that you are applying for.

CITY OF MONROE

ALCOHOLIC BEVERAGE LICENSE FEES

CONSUMPTION ON PREMISE:

LICENSE FEE:

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

PACKAGE:

LICENSE FEE:

BEER/WINE	\$2000.00	<input checked="" type="checkbox"/> _____
HOTEL/MOTEL IN ROOM SERVICE	\$250.00	_____
GROWLERS	\$2000.00	_____

MANUFACTURER

LICENSE FEE: 1 FEE ONLY

DISTILLERIES OR MICRO-DISTILLERIES	\$1500.00	_____
BREWERY OR MICRO-BREWERIES	\$1000.00	_____
BREW PUB	\$750.00	_____

WHOLESALE DEALERS:

LICENSE FEE:

PRINCIPAL PLACE OF BUSINESS - CITY
BEER/WINE
DISTILLED SPIRITS

\$1500.00
\$2000.00

PRINCIPAL PLACE OF BUSINESS – NOT IN CITY

\$100.00

TEMPORARY LICENSE:

LICENSE FEE:

NON PROFIT ORGANIZATIONS
FOR PROFIT ORGANIZATIONS

\$25.00 PER DAY
\$150.00 PER DAY

SPECIAL EVENT VENUES
REGISTRATION

\$300.00

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

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

1. Full Name of Business Zahra haque Inc

Under what name is the Business to operate? Quic Pic Foodmarket

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

2. Address: a) Physical: 1100 South Madison Avenue Monroe Ga 30655

b) Mailing: 1100 South Madison Avenue Monroe, Ga 30655

3. Phone 678 635 8089 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 _____ 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 Rukai Sohely

Full Name of Spouse, if Married Merczul Haque

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

Birthplace Bangladesh

Current Address 1582 Stonegateway City Snellville St _____ Zip 30078

Home Telephone 678 549 9631

Number of Years at present address 2.5

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

Number of years at previous address _____

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

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

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

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 Rukai Sohely

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

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

NO

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

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

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

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

Rukala Sohely

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.

Rukala Sohely
1583 Stonegate way
Snellville Ga 30078.

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. N/A

19. Does the applicant have any financial interest in any manufacturer or wholesaler of alcoholic beverages? If yes, please explain. 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) 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? 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. Diana Smith
 Name 116 S Hammond Dr.
 Address Monroe, Ga. 30655 678-437-0221
 City State Zip Telephone

2. Cornie Jean Battle
 Name 874 Hickory Dr.
 Address Monroe, Ga. 30656 470-549-4121
 City State Zip Telephone

3. Joann Carter
 Name 1046 Wheelhouse Ln
 Address Monroe, GA 30655 (218) 626-7993
 City State Zip Telephone

This the _____ day of _____ 20____.

_____ (Signature Applicant)

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

RUKAIA SOHELY (Print Name)

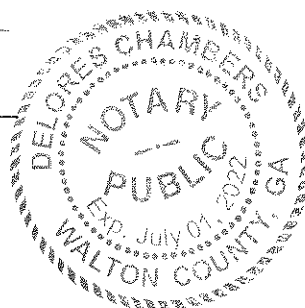
Or: _____ (Signature of Corporate Officer)

_____ (Printed Name and Title of Corporate Officer)

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

Notary Public: 7-01-2022

Executed: 12-17-19



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. Dianna Smith

Name 116 Hammond Dr.

Address Monroe, Ga. 30655

City State Zip Telephone

2. Cornie Jean Battle

Name 814 Hickory Dr.

Address Monroe, Ga. 30656

City State Zip Telephone 770-549-4121

3. Joann Carter

Name 1046 Wheelhouse Ln

Address Monroe, GA 30655

City State Zip Telephone (278) 626-7993

This the _____ day of _____ 20____.

(Signature Applicant)

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

RUKAIA SOHELY (Print Name)

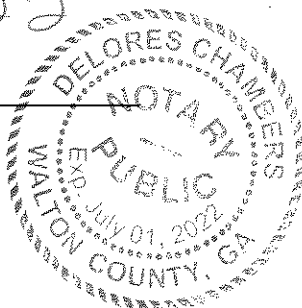
Or: _____ (Signature of Corporate Officer)

(Printed Name and Title of Corporate Officer)

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

Notary Public: 2-01-2022

Executed: 12-17-19





To: Monroe City Council
From: Logan Propes, City Administrator
Department: Administration
Date: 01/07/2020
Subject: Resolution – Open Records Officer

Budget Account/Project Name: N/A

Funding Source: N/A

Budget Allocation: \$0.00

Budget Available: \$0.00

Requested Expense: \$0.00 **Company of Purchase:** N/A

Description: Staff recommends the Council approve the resolution designating an Open Records Officer and an Alternate Open Records Officer.

Background:

The provisions of the Georgia Open Records Act (O.C.G.A. Section 50-18-70, et seq.) allows for the appointment of an Open Records Officer to whom all request for records must be made. The attached Resolution designates the City Administrator as the Open Records Officer, and the City Clerk as the Alternate Open Records Officer to act in the absence of the City Administrator. Upon approval, notification of the designated open records officer will be sent to the media and placed on the City's website.

Attachment(s):

Resolution

**RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF MONROE, GEORGIA
FOR THE
PURPOSE OF NAMING AN OPEN RECORDS OFFICER, AN ALTERNATE
OPEN RECORDS OFFICER AND FOR OTHER PURPOSES**

WHEREAS, the provisions of the Georgia Open Records Act, the "Act" (O.C.G.A. Section 50-18-70, et seq.), were amended by action of the Georgia Legislature during the 2012 session; and

WHEREAS, one of the changes to the Act allows for the appointment of an Open Records Officer to whom all requests for records must be made; and

WHEREAS, a further change to the Act provides that a municipal corporation may require all requests made under the Act to be made in writing; and

WHEREAS, the Act further provides for notice of such change;

NOW THEREFORE, pursuant to the provisions of the Act, the City Council of the City of Monroe, the governing body of the City of Monroe, does hereby resolve as follows:

- (1) The City Administrator is designated as the Open Records Officer and the City Clerk is designated as the Alternate Open Records Officer to act in the absence of the City Administrator both to act for the City of Monroe, Georgia and all of its related and subsidiary entities as defined in the Act;
- (2) All requests for records made under the Act directed to the City of Monroe shall be made in writing to the Open Records Officer, or in his absence, to the Alternate Records Officer;
- (3) The Open Records Officer is directed to cause all City of Monroe websites to prominently display this designation and requirement;
- (4) The Open Records Officer is directed to notify The Walton Tribune as the county legal organ and any other media regularly covering City of Monroe matters of the content of this resolution;
- (5) The Open Records Officer is directed to notify City of Monroe employees and volunteers that any requests made under the Act shall be directed to the Open Records Officer or in his absence, the Alternate Records Officer; and
- (6) This action shall be effective immediately upon the notifications to the media and the changes to the websites having been made.

BE IT RESOLVED this _____ day of _____, 2020.

John Howard, Mayor

Attest:

Debbie Kirk, City Clerk

AN ORDINANCE TO AMEND CHAPTER 46 OF THE CODE OF ORDINANCES OF THE CITY OF MONROE, GEORGIA, REGARDING THE CITY’S FIRE PROTECTION AND PREVENTION ORDINANCES AND FOR OTHER PURPOSES.

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

Article I.

Chapter 46 of the Code of Ordinances is hereby amended by deleting said Chapter in its entirety and replacing it with the following in lieu thereof:

SEE ATTACHED “EXHIBIT A” FOR THE COMPLETE TEXT OF CHAPTER 46.

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 10th day of December, 2019.

SECOND READING AND ADOPTED on this ___ day of _____, 2020.

CITY OF MONROE, GEORGIA

By: _____ (SEAL)

John Howard, Mayor

Attest: _____ (SEAL)

Debbie Kirk, City Clerk

EXHIBIT A

Chapter 46 - FIRE PROTECTION AND PREVENTION

ARTICLE I. - IN GENERAL

Sec. 46-1. – Fire Department Establishment-Purpose-Composition.

There is established a department of the City to be known as the Monroe Fire Department and shall be composed of such members and employees as may be determined necessary by the Mayor and City Council, the purpose of which shall be the prevention of fire and the protection of life and property within the corporate limits of the City. The fire department shall be headed by a person designated as the Fire Chief who shall report directly to the City Administrator and whose employment shall be governed by the personnel policies of the City.

Sec. 46-2. - General authority during emergencies.

Whenever the fire department is answering an alarm or operating at the scene of a fire or other emergency, every enrolled member of the department is hereby empowered and authorized to control and direct motor vehicle traffic, stop or move vehicles, cause buildings to be removed, torn down, or destroyed and enforce all provisions of this article and any other code provisions, the enforcement of which is deemed necessary to assist in the control of the fire or other emergencies.

Sec. 46-3. – Community Risk Reduction Division.

A. There shall be created under the supervision of the Fire Chief, the Community Risk Reduction Division.

The purpose of the Community Risk Reduction Division is to better conserve property and safeguard human lives and to assist in the enforcement of various rules, regulations and ordinances of the City and the State pertaining to fire prevention and life safety.

- B. The Fire Marshal in charge of the Community Risk Reduction Division shall be appointed by the Fire Chief on the basis of examination to determine his or her qualifications. The appointment of the Fire Marshal shall continue during good behavior and satisfactory service.
- C. Except as otherwise expressly provided by other sections of the city code and regulations adopted or promulgated thereunder, the Community Risk Reduction Division and the Fire Marshal shall be charged with responsibility for the direct administration and enforcement of all codes, regulations and ordinances dealing with fire prevention and life safety, including but not limited to all provisions of this Chapter. Further, the term "authority having jurisdiction" as may be used in this Chapter or in any standard code adopted under this Chapter shall mean the Fire Chief or his designee. As may be consistent with the intent of the provisions of this Chapter, the use of the term "Fire Marshal" shall mean the head of the Community Risk Reduction Division.
- D. The Community Risk Reduction Division shall investigate the cause, origin and circumstances of every fire occurring in the City by which property has been destroyed or damaged, or loss

of life has occurred and, so far as possible, shall determine whether the fire is the result of carelessness or design. Such investigation shall begin immediately upon the occurrence of a fire. The Fire Marshal shall take charge immediately of the physical evidence, shall notify the proper authorities designated by law to pursue the investigation of such matters, and shall further cooperate with the authorities in the collection of evidence and in the prosecution of any cases. Every fire shall be reported in writing to the Community Risk Reduction Division. Such reports shall be in such form as shall be prescribed by the Fire Chief.

- E. The Fire Marshal shall compile and keep a record of all fires and of all facts concerning the same including injuries, deaths, rescues of persons and statistics as to the extent of such fires and damage caused thereby. The Fire Marshal shall make an annual report of the activities of the fire department and the fire prevention bureau and shall transmit this report to the chief of the fire department and to the Fire Chief.

Sec. 46-4—46-30. - Reserved

**ARTICLE II. - FIRE PREVENTION
STANDARDS AND CODES**

Sec. 46-31. - State rules adopted.

The “State Minimum Fire Safety Standards” are established by the Safety Fire Commissioner pursuant to Section 25-2-4 of the Official Code of Georgia Annotated, as may be amended from time to time and promulgated by the rules and regulations adopted thereof. There is adopted by the City for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion those pursuant to the 1982 amendments by the

Georgia General Assembly to the Georgia Fire Safety Act. Pursuant to the provisions of Section 25-2-12(b), Official Code of Georgia Annotated, the City of Monroe does hereby adopt the "State Minimum Fire Safety Standards," adopted in the rules and regulations promulgated pursuant to Chapter 2 of Title 25, Official Code of Georgia Annotated, to apply only to those buildings and structures listed in Section 25-2-13, Official Code of Georgia Annotated. As used in this chapter, the term "state rules and regulations" shall mean the State Minimum Fire Safety Standards adopted in the rules and regulations promulgated by the Georgia Safety Fire Commissioner pursuant to the aforesaid Official Code of Georgia Annotated from time to time including all subsequent revisions thereof as fully as if the same were set out herein in their entirety. There shall be not less than one (1) copy of such codes filed of record in the City code department. From the date this chapter takes effect, the provisions thereof shall be controlling within the limits of the City.

Sec. 46-32. - Modifications.

The Fire Chief, shall have the power to modify any of the provisions of this Chapter and any codes enforced by the Community Risk Reduction Division, upon written application of the owner or lessee of property, or his duly authorized agent, when there are practical difficulties in carrying out the provisions of this Chapter, provided that the spirit of this Chapter shall be observed, public safety secured, and substantial justice done. Any request for a variance from the provisions of this Chapter shall be submitted in writing to the Community Risk Reduction Division with the explanation and reasons for the variance. The details of such variances when granted or allowed and the decision shall be entered upon the records of the code department and a signed copy shall be furnished to the applicant.

Sec. 46-33. - Issuance of approvals and certificate of occupancy; review fee.

- A. Plans and specifications for all proposed buildings and structures which come under the classification of Section 46-31 of this Chapter shall be submitted to and receive approval by the Fire Marshal before any building permit may be issued or construction started thereon. All such plans and specifications submitted as required herein shall be accompanied by the required plan review fee payable to the City and the Georgia registration number of the drafting architect or engineer or otherwise have the approval of the fire marshal. A complete set of the approved plans and specifications shall be maintained on the construction site and construction shall proceed in compliance with the minimum fire safety standards under which such plans and specifications were approved. The owner of any such building or structure, or his authorized representative, shall notify the Fire Marshal upon completion of approximately eighty (80) percent of the construction thereof and shall apply for a Certificate of Occupancy when construction of such building or structure is completed. Payment of the plan review fee established by the Mayor and Council from time to time by resolution, which may vary depending upon the square footage of the building, shall be required, a copy of which will be on file with the City Clerk.
- B. Every building or structure which comes under the classification in Section 46-31 shall have a Certificate of Occupancy issued by the Fire Marshal before such building or structure may be occupied. Such Certificates of Occupancy shall be issued for each business establishment within a building or structure, shall carry

a charge per business establishment as established by the Mayor and Council from time to time by resolution, shall state the occupant load for such business establishment or building, shall be posted in a prominent location within such business establishment or building, and shall run for the life of the building.

- C. All commercial buildings and tenant spaces shall be required to obtain and post in a conspicuous place, a Certificate of Occupancy from the Community Risk Reduction Division in addition to the Code Department Certificate of Occupancy.

Sec. 46-34. – Inspection of buildings and premises and authority to enter premises.

- A. It shall be the duty of the Fire Marshal or other representatives of the Community Risk Reduction Division to inspect all buildings and premises except the interiors of dwellings expressly exempted from the application of this Chapter, as often as may be necessary for the purpose of ascertaining and causing to be corrected any conditions liable to cause fire, endanger life from fire, or any violations of the provisions or intent of this Chapter dealing with fire hazards and life-safety.
- B. The Fire Chief, Fire Marshal or any designee therefor may, at all reasonable hours, enter any building or premises covered by the application of this Chapter for the purpose of making any inspection or investigation which, under the provisions of this Chapter, they may deem necessary to be made. The Fire Chief, Fire Marshal or any designee thereof shall be permitted by the owner, lessee, manager or operator of any building or premises to enter and inspect their building or premises at the time and

for the purpose stated in this section.

- C. Any inspections by the Fire Chief, Fire Marshal or any designee thereof of buildings and premises not otherwise open to the public shall be made only upon securing the consent of the owner or occupant thereof or upon securing of a search warrant for the inspection of the premises issued by the Municipal Court Judge upon the showing of probable cause of a violation of this Code.

Sec. 46-35. - Temporary occupancy.

A temporary certificate of occupancy may be issued for a portion of a facility. The Fire Marshal shall forward written comments to the building official of the City allowing or disallowing occupancy of a partially completed facility. Approval by both the Code Department and Community Risk Reduction Division is required for the issuance of a temporary certificate of occupancy.

Sec. 46-36 – 46-60. - Reserved

**ARTICLE III. – SPRINKLERS AND
FIRE DETECTION SYSTEMS**

Sec. 46-61. Definitions.

The following words, terms and phrases, when used in this Article, shall have the meanings ascribed in this section, except where the context clearly indicates a different meaning:

Fire alarm system means an assembly of equipment and devices designated and arranged to detect a fire at protected premises, and with respect to such signal, public safety officers are expected to respond.

False alarm means the activation of a fire alarm system thereby necessitating a

Response by any public safety officer where an emergency does not and did not exist and includes, but is not limited to, mechanical failure, malfunction, improper installation and maintenance, or the negligence of the owner or lessee of a fire alarm system or his employees or agents, but does not include alarm activation caused by violent conditions of nature or other extraordinary circumstances not reasonably subject to control by the alarm user or fire alarm system business.

Response means the dispatch of a public safety officer to the premises where a fire alarm system has been activated indicating fire is presently in progress on those premises.

Sec. 46-62. Unlawful activation; failure to notify the fire department of malfunction or repair work

It shall be unlawful for anyone to activate any fire alarm system for the purpose of summoning public safety officers except in the event of a fire, an occurrence to which fire personnel are expected to respond, or for anyone notifying the fire department of an activated fire alarm system and having knowledge that such activation was apparently caused by an electrical or other malfunction of the fire alarm system, or was apparently caused by maintenance or service to the fire alarm system, to fail at the same time to notify the fire department of such apparent malfunction or repair.

Sec. 46-63. Notice to owners/lessees of premises of false alarm.

For each and every false alarm response, within a reasonable time thereafter, the City shall send written notice to the owner or lessee of the premises of the false alarm informing them of the date, time and location of the false alarm necessitating the Response. Depending on the number of false alarm

responses required in that calendar year, the notice will provide the appropriate corrective action necessary and fines to be paid, if applicable, pursuant to Sec. 46-64.

Sec. 46-64. Response to false alarm; fees; corrective action.

- (a) For the first false alarm response to any premises within the City, at which no other false alarm has occurred within a calendar year period, the person or business having or maintaining such fire alarm system shall, within seven (7) working days after notice to do so, make a written report to the Fire Marshal on forms prescribed by him setting forth the cause of such false alarm, the corrective action taken, whether such fire alarm system has been inspected by an authorized serviceman, and such other information as the Fire Marshal may require to determine the cause of such false alarm and corrective action necessary.
- (b) For the second false alarm response to any premises within the City after a first false alarm response within a calendar-year period, a written report shall be required as for a first response and the City may inspect or cause to be inspected the fire alarm system at such premises and prescribe necessary corrective action and shall give notice to the person or business having or maintaining such fire alarm system of the conditions and requirements of this article, including the fee requirements for three (3) or more false alarm responses within each calendar year.
- (c) For the third false alarm response to any premises within the City limits within a calendar year, and for all succeeding responses within that calendar year, the City shall charge and collect from the person or business having or maintaining such fire alarm system on the premises owned or occupied by him, a fee in the amount established by the City, a copy of which is on file in the office of the city clerk.

- (d) Said fee shall be due within thirty (30) days from the date of notice as required by Section 46-63. If such false alarms are as a result of failure to take necessary corrective action prescribed by the City, the City may order the disconnection of such fire alarm system and it shall be unlawful to reconnect such fire alarm system until such corrective action is taken; provided that no disconnection shall be ordered as to any premises required by law to have a fire alarm system in operation.
- (e) Any other violation of this Chapter without a penalty as specifically prescribed herein shall be punishable in accordance with Section 1-11.

Sec. 46-65. Collection of false alarm penalty.

In the event the user fails to submit the penalty payment for a third or subsequent false alarm response penalty within thirty (30) days of receiving notice of said violation, the City Clerk shall issue an execution for the false alarm penalty that is due and owing. The lien shall cover the property of the individual or business liable for payment of the delinquent false alarm penalty and become fixed as of the date and time it became delinquent. The failure to pay the civil penalty within thirty (30) days of the execution shall be subject to punishment as provided in Section 1-11. All other proceedings in relation thereto shall be as provided by the Code and Charter of the City and state law.

Secs. 46-66—46-115. - Reserved

ARTICLE IV. – RAPID ENTRY SYSTEM

Sec. 46-116. - Intent.

- (a) The City recognizes the importance of providing the Fire Department rapid entry into locked buildings. The delay in gaining entry can result in substantial

property damage, the potential for rapid fire spread, growth, expansion and increased danger for the fire fighters. To assist the Fire Department in gaining rapid entry, the City adopts a rapid entry system ordinance.

- (b) In accordance with International Fire Code 506.1, a Fire Department can require a business to have a key box on-premises as well as provide a Fire Department master key to authorized personnel of the fire department.

Sec. 46-117. - Applicability.

The following sections apply to all buildings within the City, exclusive of buildings within the city limits of Monroe, that:

- (1) Are used for public buildings, restricted business, industrial, commercial or limited commercial use and:
 - a. Contain a sprinkler system as required by code; or
 - b. Contain a fire alarm system as required by code; or
 - c. Contain an automatic fire suppression system as required by code; or
 - d. Is a facility that is required to prepare and have available material safety data sheets and/or hazardous chemical inventory forms under the Superfund Amendments; or
 - e. All government buildings; or
 - f. Any building or facility that is open and occupied continuously without interruption.

Sec. 46-118. - Definitions.

As used in this article, the following terms shall have the meaning indicated:

Automatic fire suppression system. A system or assembly of piping, valves, controls and sprinklers which are designed and installed to comply with the NFPA standards, which utilize water, foam, CO₂, or other gas to automatically react to suppress fires.

Central station. An office of a private company to which a remote alarm and supervisory signaling devices are transmitted and where personnel are in attendance at all times to supervise the circuits and investigate signals.

Fire alarm system. Equipment which automatically actuates a fire alarm when the detecting element is exposed to fire, smoke, abnormal rise or decrease in temperature or activation of a sprinkler system or manually activated device.

Fire department master key. A limited issue key of special or controlled design to be carried by fire department officials in command which will open key boxes on specified properties.

Lock box/key box. A high security key vault which is listed under the UL 1610 and the UL 1037 standards, master keyed with a Medeco Biaxial Level 7 or equivalent lock. Locks shall be keyed to the key configuration provided by the fire department.

Lock box document vault. A high security steel plate vault with a minimum of fourteen (14) inches high by twelve (12) inches wide by two (2) inches deep, constructed to the same standards as the lock box, for the storage of documents.

Sec. 46-119. - Installation requirements.

- (a) The City hereby requires all lock boxes / key boxes purchased for use in the City

of Monroe to be mandated by either the Knox Company or Kidde Corporation.

- (b) The owner of applicable buildings, as described in Section 46-117 above, shall install or cause to be installed a lock box system and/or lock box document vault prior to the issuance of a certificate of occupancy for any portion of the building for new or remodeling construction or within twelve (12) months of the adoption date of the ordinance from which this article derives if no new construction or remodeling takes place.
- (c) The lock box shall be installed on the front of the building near the main entry door and between four (4) and six (6) feet above the ground unless approved at a higher or lower level by the Fire Marshal. For buildings located in Fire District One (1), or is listed on the National Register of Historic Places, or located within a City historic district, the lock box shall be installed at the rear entry door of the building or in a location approved by the Fire Marshal, so long as all other provisions of this subsection are complied with.
- (d) The lock box shall contain the key(s) for the exterior doors, the keys for all interior doors within the building and a scaled floor plan of the building. In lieu of having the interior keys at this location, a second lock box may be located within the main lobby of the building to hold these keys. Keys within the lock box shall be labeled for easy identification either by the tenant name or indexed floor plan of the building and shall be kept current.
- (e) Where a building contains a business that is required to maintain material safety data sheets, a lock box document vault shall be installed. The lock box document vault shall be installed on the

front of the building, near the main entry door and between four (4) and six (6) feet from the ground unless approved at a higher or lower level by the fire department. The vault shall contain copies of the material safety data sheets that are required to be on file within the building as well as a floor plan or written description that indicates the location of the general areas of these materials to be found within the building.

Secs. 46-120—46-150. - Reserved.

January 7, 2020

Meg Pirkle, Chief Engineer
Georgia Department of Transportation
600 West Peachtree Street, NW
Atlanta, Georgia 30308

**RE: Charlotte Rowell Boulevard On-Ramp to Westbound State Route 10 (US 78)
Monroe, Walton County, Georgia**

Dear Meg:

As discussed during a recent meeting at your office on October 16th, 2019, Walton County and the City of Monroe would like to proceed with programming of the proposed westbound on-ramp from Charlotte Rowell Boulevard to SR 10 in the City of Monroe. As discussed, the current construction budget is \$2,400,000. MAB American, who is developing the adjacent retail shopping center will fund all preliminary engineering and right-of-way acquisition in accordance with GaDOT Standards.

During our meeting on 10/16/19, Georgia DOT Planning staff indicated that the State could possibly fund \$1,400,000 in construction during FY 2022. Total construction funding is proposed as follows, with a 41.7% local match in construction. Please also note that PE and ROW will be fully funded by MAB American.

Total Project Construction Funding (FY 2022): \$2,400,000

Georgia DOT:	\$1,400,000	(58.3%)
Walton County:	\$350,000	(14.6%)
City of Monroe:	\$350,000	(14.6%)
MAB American:	\$300,000	(12.5%)

To that end, Walton County respectfully requests that the Georgia DOT Planning Office program \$1,400,000 in construction funding in FY 2022 for the above referenced project. Walton County and the City of Monroe will execute a Local Government Participation Agreement in accordance with the construction funding allocations presented above. MAB American will execute a memorandum of understanding with the parties in accordance with the construction funding allocations presented above and its commitment to fund PE and ROW.

Thanks again for your time, and we greatly appreciate Georgia DOT's continued cooperation and support as we work toward advancing this critical project.

Sincerely,

Kevin W. Little, Chairman
Walton County Board of Commissioners

John Howard, Mayor
City of Monroe

John Argo, President
MAB American Management, LLC

cc: Jamie Boswell, State Transportation Board
Paul Tanner, GaDOT Office of Planning
Brandon Kirby, District 1 Engineer
Sue Anne Decker, District Pre-Construction Engineer
Jason Dykes, District Traffic Engineer

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF MONROE,
GEORGIA, SUPPORTING THE CONSTRUCTION AND FUNDING OF AN ON-RAMP
FROM CHARLOTTE ROWELL BOULEVARD TO WESTBOUND STATE ROUTE 10
(US 78)**

WHEREAS, the City of Monroe, Georgia (the “City”) has been vested with substantial power to regulate the use of property within the City for the purposes of maintaining the health, morals, safety, security, peace and general welfare of the City; and,

WHEREAS, the City has the legislative power to adopt reasonable resolutions or regulations relating to property within the City for which no provision has been made by general law and which are not inconsistent with the Constitution of the State of Georgia or any charter provision applicable thereto; and,

WHEREAS the City, the Georgia Department of Transportation (“GDOT”), Walton County, Georgia (“Walton County”) and MAB American Management, LLC (“MAB”) have held discussions concerning the creation and construction of an On-Ramp from Charlotte Rowell Boulevard to Westbound State Route 10 (US 78) (the “Highway 78 On-Ramp Project” or “Project”) located in the City of Monroe, Georgia; and,

WHEREAS, the Mayor, City Council and City Staff have, as a part of studying the City’s growth and traffic patterns, determined that the undertaking of the Highway 78 On-Ramp Project is in the best interest of the health and safety of its citizens; and,

WHEREAS, the City’s funding support of the Highway 78 On-Ramp Project is contingent upon the City, Walton County, GDOT and MAB entering into the necessary and contemplated intergovernmental agreements and memorandums of understanding concerning the same; and,

WHEREAS, MAB, developer of the retail shopping center adjacent to the Highway 78 On-Ramp Project, will solely fund all preliminary engineering and right-of-way acquisition costs of the Project in accordance with GDOT project standards; and,

WHEREAS, the City’s estimated contribution of funding for the construction of the Highway 78 On-Ramp Project shall not exceed Three Hundred Fifty Thousand Dollars and 00/100 (\$350,000.00); and,

WHEREAS, the Mayor and City Council have determined that it is in the best interests of the City for the City to engage in the necessary intergovernmental agreements and memorandums of understanding whereby the City shall participate in partially funding the construction of the Highway 78 On-Ramp Project in an amount not to exceed Three Hundred Fifty Thousand Dollars and 00/100 (\$350,000.00); and,

WHEREAS, all stated goals of this resolution are incorporated fully herein;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Monroe do hereby support the creation, installation, and funding of the Highway 78 On-Ramp Project, as follows:

1. The preamble of this Resolution shall be considered to be, and is hereby incorporated by reference as if, fully set out herein;
2. Pending the completion of all preliminary requirements by MAB, GDOT and Walton County, as contemplated herein, the City shall enter into the necessary intergovernmental agreements with Walton County and GDOT, and the necessary memorandums of understanding with MAB, for the construction of the Highway 78 On-Ramp Project;
3. The total Highway 78 On-Ramp Project estimated construction cost is currently Two Million Four Hundred Thousand Dollars and 00/100 (\$2,400,000.00);
4. The estimated funding participation level breakdowns for the Highway 78 On-Ramp Project shall be as follows:
 - \$1,400,000.00 paid by GDOT (58.3%);
 - \$350,000.00 paid by Walton County (14.6%);
 - \$350,000.00 paid by the City (14.6%);
 - \$300,000.00 paid by MAB (12.5%).
5. Pending the approval of and entry into the necessary intergovernmental agreements and memorandums of understanding, and all required prerequisites to such, including but not limited to MAB's sole funding of all necessary preliminary engineering and right-of-way acquisition costs of the Project, and full commitment to the Highway 78 On-Ramp Project by GDOT, Walton County and MAB at the minimum funding levels as outlined herein, the City shall contribute a maximum amount of Three Hundred Fifty Thousand Dollars and 00/100 (\$350,000.00) to the Highway 78 On-Ramp Project, the same being the City's share and contemplated local match of the total project funding.

SO RESOLVED this ____ day of January, 2020.

CITY OF MONROE, GEORGIA

Approved: _____

John S. Howard, Mayor

Attest: _____

Debbie Kirk, City Clerk

City of Monroe, Georgia Organizational Chart

January 7, 2020

