



## **Council Meeting**

### **AGENDA**

**Tuesday, May 11, 2021**

**6:00 PM**

**City Hall**

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#### **I. CALL TO ORDER**

- 1. Invocation**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Approval of Consent Agenda**
  - [a.](#) April 6, 2021 Council Minutes
  - [b.](#) April 13, 2021 Council Minutes
  - [c.](#) April 22, 2021 Council Minutes
  - [d.](#) April 22, 2021 Executive Session Minutes
  - [e.](#) April 20, 2021 Planning Commission Minutes
  - [f.](#) April 27, 2021 Historic Preservation Commission Minutes
  - [g.](#) March 11, 2021 Downtown Development Authority Minutes
  - [h.](#) March 11, 2021 Conventions and Visitors Bureau Minutes
  - [i.](#) Approval - 2021 Wellness Plan - Approval of plan for \$14,100.00. (Recommended for Council approval by Finance Committee May 4, 2021)
  - [j.](#) Odorization Control System - Transfer Station - Approval of CupriDyne Clean for \$15,133.56. (Recommended for Council approval by Public Works Committee May 4, 2021)

- [k.](#) Fence Extension - Transfer Station - Approval of Elite Fence Company for \$12,264.34. (Recommended for Council approval by Public Works Committee May 4, 2021)
- [l.](#) Exterior Repair and Cleaning - Transfer Station - Approval of Garland/DBS, Inc. for \$15,737.00. (Recommended for Council approval by Public Works Committee May 4, 2021)
- [m.](#) Approval - Carwood Drive Gas Main Replacement - Approval of Southern Pipeline for \$75,600.00. (Recommended for Council approval by Utilities Committee May 4, 2021)
- [n.](#) Approval - Purchase of 2021 Ford F-450 Truck - To purchase from Akins Ford for \$60,385.00. (Recommended for Council approval by Utilities Committee May 4, 2021)
- [o.](#) Purchase - Police Department Furniture - To purchase from School Tools and Office Pro's for total amount of \$45,000.00. (Recommended for Council approval by Public Safety Committee May 4, 2021)
- [p.](#) Purchase - Police Radios - To purchase from Motorola Solutions for \$30,719.08. (Recommended for Council approval by Public Safety Committee May 4, 2021)
- [q.](#) Master Plan Design Services - Old Walton Plaza Shopping Center - Approval of Lord Aeck Sargent for \$38,200.00. (Recommended for Council approval by Planning & Code Committee May 4, 2021)

## **II. PUBLIC PRESENTATIONS**

- [1.](#) National Foster Care Month Proclamation
- [2.](#) Proclamation - Captain Joseph Locklin
- [3.](#) Proclamation - Captain Hubert Hawkins

## **III. PUBLIC FORUM**

- 1. Public Comments**
- 2. Public Hearing**
  - [a.](#) Variance - 803 East Spring Street
  - [b.](#) Rezone - 961 Good Hope Road

## **IV. NEW BUSINESS**

- [1.](#) Variance - 803 East Spring Street
- [2.](#) Rezone - 961 Good Hope Road



- [3.](#) Application - Beer & Wine On-Premise Consumption - Your Pie
- [4.](#) Application - Spirituous Liquors and Beer & Wine On-Premise Consumption - Tacos N Beer Bar and Grill
- [5.](#) Red Speed Presentation
- [6.](#) Walton Plaza Facility Exterior and Roof Renovation - Remaining Buildings
- [7.](#) Downtown Development Authority Intergovernmental Agreement
- [8.](#) Resolution - Budget Amendment for Planning & Code RFQ Project Funding
- [9.](#) Madison Avenue Electric Rebuild
- [10.](#) Downtown Green Plan and Request for Authorization to Pursue Funding
- [11.](#) Personnel Hearing Officer

V. **MAYOR'S UPDATE**

VI. **ADJOURN**

The Mayor and Council met for a called meeting.

Those Present:	John Howard	Mayor
	Larry Bradley	Vice-Mayor
	Myoshia Crawford	Council Member
	Tyler Gregory	Council Member
	Nathan Little	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Debbie Kirk	City Clerk
	Paul Rosenthal	City Attorney
Absent:	Ross Bradley	Council Member
	Norman Garrett	Council Member
	Lee Malcom	Council Member
Staff Present:	Danny Smith, Jeremiah Still, R.V. Watts, Andrew Dykes, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Chris Bailey, Sadie Krawczyk, Patrick Kelley	
Visitors:	Sharon Swanepoel, Denise Etheridge, Brad Callender	

## **I. CALL TO ORDER – JOHN HOWARD**

### **1. Roll Call**

Mayor Howard noted that all Council Members were present, except Council Member Ross Bradley, Council Member Norman Garrett, and Council Member Lee Malcom. There was a quorum.

Move Item B under Airport Committee Information – Apron / Hangar Site Paving to Item 1 under Items Requiring Action. To approve the agenda as amended.

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

### **2. City Administrator Update**

City Administrator Logan Propes stated everyone is trying to keep up with all of the local Economic Development projects, such as the Monroe Pavilion. Houses are going up by the dozens, and there are lots of ongoing renovation. There were several significant Alcohol Reform Bills at the last State Legislature session, and most of them will move forward to the Governor. He explained House Bill 273 will benefit breweries. Senate Bill 145 is the package sale referendum, which changes the signature threshold of the registered voters from 35% to 20%. There are two bills concerning Alcohol to Go; they pertain to mixed drinks and other alcoholic beverages that can be sold to go. The bills change from local level to state level; some of the bills have local opt outs. He stated that staff has been working on the Infill Overlay District and the expanded Central Business District, which will go before the Planning Commission next month.

**3. Central Services Update**

Mr. Chris Bailey stated the facilities and grounds crews picked up over 5,700 pounds of trash around the City. The Police Station / Municipal Court Building renovation is done, except for a few minor items. They should be in the building by summer time. He discussed the Solid Waste Capital Improvement Projects for the Transfer Station. He stated both of the loaders at the Transfer Station are currently down. Community Cleanup Day will be on April 24. The GPS replacement is nearing completion. He reviewed the timeline for ongoing projects within the City, which will be updated monthly.

**II. COMMITTEE INFORMATION****1. Finance****a. Monthly Finance Report**

Ms. Beth Thompson presented the monthly Finance Report. She stated Mauldin & Jenkins are finishing up the audit this week. Hopefully, the CAFR will be presented at the meeting next month. Revenue and expenses are trending within the budget. The Sales Tax Revenues continue to increase; there is currently a 31.5% increase over last year. The Property Tax Collections have exceeded the budgeted amount; they are at 98% of the 2020 Levy, which is only \$76,000 short of the total Tax Levy. She explained they are waiting for the funds to be released from the Department of Treasury for the American Rescue Plan, which should be 50% of the funds allotted to the City. Ms. Thompson stated she is getting weekly updates via Zoom meetings with the National League of Cities and Georgia Municipal Association.

**2. Airport****a. Monthly Airport Report**

Mr. Chris Bailey presented the monthly Airport Report. The Airport is currently shutdown; Atlanta Paving & Concrete Construction started the runway rehabilitation yesterday. He stated a lot of the pilots have been complimentary about the construction starting immediately after the shutdown. Hopefully, the project will get done quicker than the anticipated 28 days.

**b. Apron / Hangar Site Paving**

Moved to Section IV. Items Requiring Action – Item 1.

**3. Public Works****a. Monthly Solid Waste Report**

Mr. Danny Smith presented the monthly Solid Waste Report. He stated the contractor will be in Friday to resurface the remainder of the tipping floor. The Transfer Station will shut down at 12:00 pm, and it should be done by Monday. The tonnage was approximately 1,000 more than this time last year. He stated the 65-gallon carts for the curbside recycling program have gotten off to a good start. Customers who did not receive a 65-gallon cart and want to participate should call the office for one to be delivered. He reminded customers that the glass collection must be kept separate from other recyclables, because they are picked up by a different truck. Recyclable items should not be in plastic bags; they should be loose inside the container. Oversized cardboard should be broken down and placed next to the container. Walton County has requested the cardboard, so it will be taken directly to them. Customers who thought the new containers were too big have been allowed to keep their 18-gallon containers.

**b. Emergency Purchase – John Deere Loader Boom**

Mr. Danny Smith explained the emergency boom purchase for the backup loader, which supports an eight-ton waste bucket. Both loaders need to be running, because the trucks never stop coming. The backup loader is used to keep the flow going when the primary loader is being serviced. He stated the primary loader also went down this afternoon, due to a metal hose going out. The primary loader is under warranty; the parts will be shipped, and it should be fixed by Thursday morning. A track hoe excavator is currently being used to unload the trailers. Flint Equipment Company will replace the broken boom on the loader for \$19,714.11.

The committee recommends to Council approval of the emergency purchase from Flint Equipment Company for the amount of \$19,714.11.

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

**c. Monthly Streets & Transportation Report**

Mr. Jeremiah Still presented the monthly Streets & Transportation Report. He stated there is a lot of progress being made on the public use parking lot. The footings have been poured, and the wall should be done by the end of the week. Back filling can be done after about a week and then the asphalt and seal coating can be done. The crews have been working extensively at the Airport and Parks; there have been eight buildings demoed throughout the Parks. He is waiting for quotes on sidewalk repairs throughout the City. The sidewalk demo will be done by staff, and a contractor will form and pour the sidewalks. The LMIG Project engineers have requested bids for the milling. He stated the paving on South Madison Avenue will finally be done this month.

**d. REBC Grant Landscaping Installation**

Mr. Chris Bailey explained the Roadside Enhancement and Beautification Council Grant provides funding to municipalities for projects involving roadside enhancement and beautification for gateway entrance signage. The City was awarded \$31,000.00 in October of 2020. The grant funds will be used for the gateway entrance on Highway 11 North at Charlotte Rowell Boulevard. He requested approval for Black Oak, Inc., the lowest bidder, to perform the landscaping portion of the project for \$35,000.00. The additional \$4,000.00 will come from SPLOST Funds.

The committee recommends approval of Black Oak, Inc., for a total cost of \$35,000.00 to Council.

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

**4. Utilities****a. Monthly Electric & Telecom Report**

Mr. Brian Thompson presented the monthly Electric & Telecom Report. He stated five staff members spent seven days assisting the City of Newnan with power restoration from the Tornado, about 75% of their system was down. The Publix site has temporary power. The conduit will be installed tomorrow, and primary power will be installed after the project gets further along. He cannot get materials in a timely manner; transformers are taking between 13 to 22 weeks to be delivered. Part of the Corning FlexNap that will be used for the overhead fiber

project deployment has been delivered, and staff has completed the FlexNap design training. Corning provides the engineering software for the City to do inhouse designs, which will save the City about a million dollars. Mr. Thompson discussed the three-year timeline for Return-on-Investments on CIP Projects.

**b. Belle Meade Primary Electric Project**

Mr. Brian Thompson explained that the underground primary electric cable on Belle Meade was installed in 1989 and has begun to fail. It needs to be replaced; a new home cannot be added to the underground wire. He stated the stock items will cost \$15,186.00, and the underground bore installation bid from UTEC Construction, Inc. is \$59,500.00. He requested approval to replace the underground primary electric cable for an amount not to exceed \$74,686.00.

The committee recommends to Council approval to replace the primary electric cable on Belle Meade for a total cost of \$74,686.00 as presented.

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

**c. IPT Reserve Sale Update**

Mr. Brian Thompson explained that the City is required by the Federal Government to have an excess of 15% of the City's electric need in reserve capacity. The Inter-Participant Transaction for the City of Hogansville needs to be updated, due to their load changing from 868 kilowatts to 474 kilowatts.

The committee recommends approval to update the IPT Reserve Sale to the City of Hogansville through MEAG as presented to Council.

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

**d. Monthly Water, Sewer, & Gas Report**

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, & Gas Report. The MAB gas main extension has been completed, except for 180 feet that will be finished this week. The sewer crew finished repairing the burst pipe on South Madison Avenue. The pipe has been delivered for the Alcovy River and Highway 138 Sewer Extension. The preconstruction meeting with Reliance for the Pump Station was held yesterday. He stated the equipment proposals for the Sewer Plant Rehab Design are currently being reviewed. The Cedar Ridge section of the Loganville Water Extension has been completed, and the Trident Trail section will be finished by the end of this week. The line will then be ready for chlorination, and water can be sold within the next few weeks.

**5. Public Safety**

**a. Monthly Fire Report**

Battalion Chief Andrew Dykes presented the monthly Fire Report. He stated they had 178 incident responses for the month of February; six of the incidents were fires, with one being a residential fire. The fire at 121 North Hubbard Street had a \$1,000 loss; the neighbors helped contain the fire with a garden hose, prior to the department's arrival. The monument in front of the station is in the process of being repaired. The Badge Pass CIP Project is in progress. He explained the department has been providing assistance to Walton County with the EMA

vaccination pod located at Criswell Park on Wednesdays and Thursdays, which is now open to the public.

**b. Nederman Diesel Exhaust Extraction System Repair**

Battalion Chief Andrew Dykes discussed the Nederman Diesel Exhaust Extraction System that was originally installed in 2003 and explained how the system works. There have been numerous preventative maintenance issues over the years that have not been fixed, and the system is virtually ineffective now due to multiple deficiencies. The Fire Department was awarded the 2019 Assistance to Firefighters Grant for \$ 27,350.00 to get the system operational again. He explained the Federal share amount is \$26,047.62, and the original local match amount for the City was \$1,302.38. Nederman is a sole source provider and has recently had a four percent price increase. The total cost for the repair after the price increase will be \$27,861.75, with a local match of \$1,814.13 for the City.

Item will be moved to the meeting next week for a vote from the full Council, due to the committee not having a quorum.

*No Action.*

**c. Monthly Police Report**

Police Chief R.V. Watts presented the monthly Police Report. There were 1,428 calls for service in February, which is down about 100 from last year. There were 8,722 area checks, which is 4,000 more than this time last year. The Part I and Part II Crimes are down, and there were 35 adult arrests. He discussed an incident where an 85-year-old female was assaulted; the response time for the arrest was eight and a half minutes. The Police Department had their Awards Banquet on February 5; he thanked all the businesses that helped with the banquet. He stated their clearance rate is up by 18% from this time last year. He discussed Rapid-ID, which is a new technology implemented at the Police Department. They have put together a recruiting video which will be coming out soon. Chief Watts introduced Travis Philhower as the newest officer.

**6. Planning & Code**

**a. Monthly Code Report**

Mr. Patrick Kelley presented the monthly Code Report. The Code office had 129 inspections and 106 total permits. He stated 12 new businesses acquired licenses and five businesses closed. The City Marshal removed 89 signs from the roadway, issued 162 repair / cleanup orders, and contacted 27 businesses about keeping the ground clean on the corridor. He stated that Officer Mura retired as a Marshal, and Debbie Adkinson will be retiring in August. The Code Department will be hiring a new City Marshal, a replacement for Ms. Adkinson, and hiring a Building Inspector.

**7. Economic Development**

**a. Monthly Economic Development Report**

Ms. Sadie Krawczyk presented the monthly Economic Development Report. She gave a recap of the month. The Car Show was the first event for the year; it was the largest show so far and very successful. There were over 480 entries this year and there are usually around 300, which is a significant increase. The City of Monroe branding initiative with the Carl Vinson Institute is underway; the public input portion had over 1,000 participants for the online survey. The

Steering Committee will get the data and continue working on it for the rest of the year. There will be a big banner advertising the April 24 Cleanup Day Event. She explained the City of Monroe has been selected as a Georgia Exceptional Main Street (GEMS) Community, and the Georgia Main Street Program from the Georgia Department of Community Affairs will be here next week to officially present the designation to Monroe. The City of Monroe is one of 19 Cities in Georgia to receive the recognition. She stated National Unicorn Day will be celebrated on Friday, April 9; downtown businesses will have unicorn themed activities and products.

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

Mr. Chris Bailey presented the monthly Parks Report. The shade structures for Pilot Park are at the warehouse; installation will require a three-day closure, which will happen in April. The restroom facility at Mathews Park will be set in place next week. He will look at possibly Pilot Park or Childers Park for the next restroom structure.

**III. ITEMS OF DISCUSSION**

- 1. Public Hearing Variance – 211 Baker Street**
- 2. Appointment – Historic Preservation Commission**

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

**IV. ITEMS REQUIRING ACTION****1. Apron / Hangar Site Paving**

Mr. Chris Bailey requested for Atlanta Paving & Concrete Construction, Inc. to pave the area around the newly completed t-hangar building for \$78,465.50. Staff has gotten the area ready for paving, which could be done while the Airport is already shutdown. Paving will complete the new t-hangar. He explained the cost will come from 2013 SPLOST Funds.

Approval of paving by Atlanta Paving & Concrete Construction, Inc. for \$78,465.50.

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

**V. MAYOR'S UPDATE**

Mayor John Howard stated that he sent a note requesting participation from Preachers, Pastors, Teachers, and Coaches for the Cleanup Day Event on April 24. He stated May 6 is National Day of Prayer, and he is expecting between 15 and 20 representatives from various Churches around town to attend the prayer. He discussed the Traffic Calming Meeting that was held last week; there were lots of comments received. He encouraged the public to send in their comments.

**VI. ADJOURN**

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

The Mayor and Council met for their regular meeting.

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

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

Visitors: Sharon Swanepoel, Denise Etheridge, Tara Bradshaw, Lauren Gregory, Jon Hill, Michelle Plaster, Whit Holder, Charles Sanders, Veronica Sanders, Travis Pegram, Lisa Anderson

## **I. CALL TO ORDER – JOHN HOWARD**

### **1. Invocation**

Council Member Ross Bradley gave the invocation.

### **2. Roll Call**

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

### **3. Approval of Agenda**

To approve the agenda as presented.

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

### **4. Approval of Consent Agenda**

- a. March 2, 2021 Council Minutes
- b. March 9, 2021 Council Minutes
- c. March 2, 2021 Executive Session Minutes
- d. March 9, 2021 Executive Session Minutes
- e. March 16, 2021 Planning Commission Minutes
- f. March 18, 2021 Planning Commission Minutes
- g. February 23, 2021 Revised Historic Preservation Commission Minutes



- h. March 23, 2021 Historic Preservation Commission Minutes
- i. February 11, 2021 Downtown Development Authority Minutes
- j. February 11, 2021 Conventions and Visitors Bureau Minutes
- k. Emergency Purchase – John Deere Loader Boom – To purchase from Flint Equipment Co. for \$19,714.11. (Recommended for Council approval by Public Works Committee April 6, 2021)
- l. REBC Grant Landscaping Installation – To contract with Black Oak, Inc. for \$35,000.00. (Recommended for Council approval by Public Works Committee April 6, 2021)
- m. Belle Meade Primary Electric Project – To approve the primary electric cable replacement at a total cost of \$74,686.00 as presented. (Recommended for Council approval by Utilities Committee April 6, 2021)
- n. IPT Reserve Sale Update – To approve updated IPT as presented. (Recommended for Council approval by Utilities Committee April 6, 2021)

To approve the consent agenda as presented.

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

## II. PUBLIC PRESENTATION

### 1. Child Abuse Prevention Month Proclamation

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

Ms. Lauren Gregory, with A Child's Voice, accepted the proclamation and thanked Council. She explained a lot of their cases do not see an arrest or prosecution. There is very rarely any physical evidence of abuse, but they do forensic medical exams to look for evidence and delayed disclosure. They see about 230 kids per year, some of which are witnesses to violent crimes.

*No Action.*

### 2. Georgia Exceptional Main Street Presentation

Ms. Tara Bradshaw stated she works with the State Office of Downtown Development with the Georgia Department of Community Affairs. They manage the Georgia Main Street Program and work with 104 Cities across the State. Those Cities are committed to the growth of their historic commercial districts. She explained the Main Street approach is a balanced path toward revitalization, with a strong focus on economic development and the context of historic preservation. She discussed the ten standards that participating Cities must meet to be designated as an accredited Main Street America City. The communities that have gone above and beyond to consistently excel at all ten standards are known as the Georgia Exceptional Main Street (GEMS) Communities. The City of Monroe has been designated as a 2021 GEMS Community due to their commitment to excellence, stable leadership, and successful application of the Main Street approach by the Monroe Downtown Development Authority. Ms. Bradshaw stated over the last three years Downtown Monroe has seen \$18.4 million in private and public investment, creating 47 new businesses and netting 133 new jobs. Monroe's Main Street Program has attracted over 130,000 people through civic events. The Department of Community Affairs will be gifting the City of Monroe a gateway sign to recognize the new designation.

*No Action.*

**3. World Autism Month and World Autism Awareness Day Proclamation**

Mayor John Howard explained Breanne Robinson was unable to attend the meeting. He read the Proclamation and will get it to Ms. Robinson when she gets back into town.

*No Action.*

**III. PUBLIC FORUM****1. Public Comments**

No one signed up for public comments.

**2. Public Hearing****a. Variance – 211 Baker Street**

Code Enforcement Officer Patrick Kelley presented the application for a variance of Article V, Section 520 Table 3 of the Zoning Ordinance. The applicant CMH Real Estate, LLC is requesting additional parking above what the Zoning Ordinance will allow. He explained they are requesting to construct 69 parking spaces, which is 197% of the minimum number required. The Code Office and Planning Commission recommend the request be approved without conditions.

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

Dr. Michelle Plaster, with Our Family Health Center, spoke in favor of the variance. She explained their practice has grown from one physician to six primary care givers, with 45 employees. Currently, staff is parking at the 1025 Church and walking across Spring Street, because they have outgrown their space. She stated they are also using the back of their clinic as a testing center. They own the property back to Baker Street and want to add an entrance off of Baker Street, which will help with traffic flow. A building will also be added in the same area for an urgent care setting to separate potential infectious diseases away from the main building. She stated they need a lot of parking spaces, primarily for the 45 employees, but also for handicapped patients that need to be close to the building. The parking that extends back to Baker Street will be used for the employees and allow more space toward the clinic for the patients.

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

*No Action.*

**IV. NEW BUSINESS****1. Variance – 211 Baker Street**

To approve the variance.

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

**2. Appointment – Historic Preservation Commission**

To reappoint Fay Brassie to a three (3) year term to expire May 1, 2024.

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

**3. Appointment – Tree Board**

To appoint Hunter Blair to fill the unexpired term of Susan Brown to expire March 1, 2024.

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

**4. Nederman Diesel Exhaust Extraction System Repair**

Mayor John Howard explained this item was moved from the Committee to full Council, due to the absence of Committee Members at the April 6<sup>th</sup> Work Session and Called Meeting.

Battalion Chief Andrew Dykes explained the request for Industrial Air Purification, Inc., to repair the fire station's existing Diesel Extraction Systems for \$27,861.75. He stated they have been awarded \$26,047.62 in Federal Grant Funds for the repair, which will make the local match be \$1,814.13 for the City.

Approval of the repair by Industrial Air Purification, Inc., for a total cost of \$27,861.75.

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

**V. MAYOR'S UPDATE**

Mayor John Howard stated most of last year has been taken off from the Walton County Municipal Association Meetings. The last meeting for 2020 was hosted by Social Circle; last month was the first meeting for this year. The City of Monroe will be hosting the meeting on May 20, and he hopes everyone will be able to attend. Mayor Howard stated Renee Sandoval in Customer Service gave birth to Amelia Hope this morning.

**VI. ADJOURN**

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

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**MAYOR**

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**CITY CLERK**

The Mayor and Council met for a called meeting.

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

Staff Present: Les Russell

Visitors:

**I. CALL TO ORDER – JOHN HOWARD**

**1. Roll Call**

Mayor Howard noted that all Council Members were present, except Council Member Myoshia Crawford and Council Member Norman Garrett. There was a quorum.

**II. ADJOURN TO EXECUTIVE SESSION**

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

*Council Member Myoshia Crawford arrived at 5:11 pm.*

*Council Member Norman Garrett arrived at 5:20 pm.*

To offer position of Fire Chief to Andrew Dykes, subject to negotiation of salary.

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

**III. ADJOURN**

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

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**MAYOR**

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**CITY CLERK**

The Mayor and Council met for an Executive Session.

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

Staff Present: Les Russell

Visitors: Denny Chatel, Greg Rucker, Antonio Webb, Andrew Dykes

**I. Call to Order – John Howard**

**1. Roll Call**

Mayor Howard noted that all Council Members were present, except Council Member Myoshia Crawford and Council Member Norman Garrett. There was a quorum.

*Council Member Myoshia Crawford arrived at 5:11 pm.*

*Council Member Norman Garrett arrived at 5:20 pm.*

**II. Personnel Issue (s)**

**1. Personnel Matter**

Personnel matters were discussed, including attorney-client discussions.

To offer position of Fire Chief to Andrew Dykes.

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

**III. Adjourn to Regular Session**

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

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**MAYOR**

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**CITY CLERK**

**MONROE PLANNING COMMISSION  
MINUTES FOR ZOOM MEETING  
April 20, 2021**

**Present:** Randy Camp, Rosalind Parks, Mike Eckles, Chase Sisk, Nate Treadaway

**Absent:** None

**Staff:** Pat Kelley – Director of Planning and Code  
Debbie Adkinson – Code Department Assistant  
Brad Callender – Planner

**Visitors:** Ron Anglin, Bill Schmidt, Chris Terrell, Tip Huynh, Bob Smith

**CALL TO ORDER by Chairman Eckles at 5:30 pm.**

Chairman Eckles asked for any changes, corrections or additions to the March 16, 2021 and March 18, 2021 minutes.  
To Approve both minutes.

Motion Camp. Second Treadaway  
Motion carried unanimously

Chairman Eckles ask for a Code Officer Report.  
Kelley: none

PH open 5:31 pm

**The First Item of Business** is for petition # PCOM - 00095-2021 for a COA for New Development at 100 Saratoga Drive. The applicant is Ronald Anglin with Lifeline Management Group LLC of Stone Mountain GA. The request is to develop this property with a new strip center with 8 units. Code Department recommends denial based on failure to meet design requirements.

Ron Anglin with Lifeline Management Group. They purchased the property about 4 years ago. 98% of the ordinances for Monroe have been met. Will tweak anything the city proposes to get the development done.

Treadaway asked how could a recommendation be made in good faith when we don't know definitively the size of the lot. As I understand it the lot has not been legally subdivided.

Anglin: According to the specs that I have it has been done but the plat has not been submitted to the Code Department.

Kelley: We have never signed off on a plat to be recorded for the subdivision of that property. We brought that up some time ago due to the fact that the original parcel

that this property is on also contained the detention pond for the whole overall development. That will need to be delineated exactly where that property division will be. There is still no plat showing this division in the Code Office.

Chairman Eckles asked for any more questions.

Chairman Eckles asked for any opposition.

PH Closed at 5:35 pm

Chairman Eckles entertained a motion.

Motion to Table.

Motion Parks. Second Camp.

Motion Carried to table until May 2021.

PH open 5:36 pm

**The Second Item of Business** is for COA # PCOM-000096-2021 to add an expansion of 2000 square feet to existing orthodontics office, relocate existing entrance and add parking spaces. The applicant is 803 Spring LLC, the owner of the property. Code Department recommends approval without conditions.

Tip Huynh with Alcovy Consulting Engineering representing the client. I am available to answer any questions you may have. The exterior will be brick and painted to match the rest of the building.

Chairman Eckles asked for any questions.

Chairman Eckles for any opposition. None

PH Closed 5:38 am

Chairman Eckles entertained a motion.

To Approve

Motion Treadaway. Second Parks

Motion Carried

PH open 5:38 pm

**The Third item of business** is for petition # VAR-000097-2021 for a variance of Article V, Sect 520, Table 3 of Zoning Ordinance for more parking spaces than required by the ordinance at 803 East Spring St. The applicant is 803 Spring LLC the owner of the property. Code Department recommends approval with no conditions.

Chairman Eckles asked for questions.

Treadaway asked if any signage changes.

Huynh stated there are none.

Chairman Eckles asked for any opposition. None

PH close 5:40 pm

Chairman Eckles entertained a motion.

To Approve

Motion Camp. Second Parks.

Motion Carried

PH open 5:40 pm

**The Fourth Item of Business** is for petition # RZ-000098-2021 for a rezone from PCD to PRD at 961 Good Hope Road. The applicant is Smith Planning Group of Watkinsville, GA. They are representing the developer, McKinley Homes. Code Department recommendation is to approve with conditions.

Bob Smith with Smith Planning Group spoke to the request. Mr. Bill Schmitt of McKinley Homes accompanied him. He was the first to propose this property 18 years ago. The new development is designed for the public realm. The street scape will have the curb, a verge where street trees are planted and then the sidewalks. The homes will have front porch with a minimum of two steps up to rise them above the sidewalks. The garages will be accessed by a rear alley. There are no front entry garages except on the very back of the subdivision where there is not room for an alley. The front entrance garages will be recessed from the front of the house. The proposal for the original commercial area will be to have some additional townhomes. The open parking area will remain and the open space will be a park with a pavilion, the mail kiosk, kids play area and passive recreation areas. A nature trail is also proposed along Grubby Creek. We are in agreement with staff recommendations #1 and 2 but would like more options on condition # 3. The condition requires the developer to provide a minimum of 3 of the following amenities for recreation. A pool, a playground, a pavilion, a club house or fitness center or play courts such as but not limited to tennis, volleyball and basketball. We would like to keep this as passive recreation but include the pavilion, and playground. They would like to have park benches as an amenity.

Camp: How many homesites are planned?

Smith: a total of 142. 44 townhomes and 98 single family dwellings.

Sisk: will townhomes be elevated?

Smith: yes

Sisk: will the community be gated and fenced across the front of the green space?

Smith: No, it will not be gated.

Camp: what is the typical price point of the homes?

Schmitt: high 200's to low 300's

Parks: what is the estimated square footage of the homes?



Schmitt: the smallest townhome is 1800 to 2400 sq ft with 3 bedroom 2 to 2 ½ bathroom.

Sisk: will the townhomes also include garage faces on the rear?

Schmitt: All homes have two car garages including townhomes.

Sisk: do all of your floor plans have bedrooms on the 2<sup>nd</sup> level?

Schmitt: I believe so.

Kelley: the original submission you have in front of you had 3 plans but the handout you have in front of you has 7.

Eckles: What age group are you going for?

Schmitt: Most plans are 2 story. Primarily families.

Eckles: with families do you not think a recreation area would be a good idea?

Schmitt: we have all the green space up front. There will be a tot lot.

Treadaway: are there any landscaping illustrations for the greenspace area?

Smith: no

Camp: given the density of this plan, is there a development that has been finished that would be similar to what you have here?

Kelley: There may be an example or two in the Covington area but no names to share. It is unique in the area and it was ahead of it's time when originally presented. The hold back has been the Commercial area.

Chairman Eckles asked for any questions.

Smith: Are the front setbacks still 10 ft if they go to the PRD?

Kelley: Yes

Treadaway: There is a street in the middle of the greenspace. Is that a pedestrian street or vehicle driven street?

Smith: it's vehicle with parking on both sides.

Treadaway: If this is a family park area it seems the traffic would be a lot for a play area.

Smith: This already exist. There will be sidewalks on either side.

Kelley: stated a hedge around the rectangular part would be safer.

There was more discussion of the open area and parking area and what could be done to make it safer and the parking in the mail kiosk area.

Chairman Eckles asked if there is any opposition? None

PH close 5:58 pm

Chairman Eckles entertained a motion.

To approve with conditions presented by staff, park benches every 50 feet, and some form of landscaping to create a barrier between Church Street and the development.

Motion Treadaway. Second None.  
 Motion dies for lack of second  
 No recommendation to Council

PH open 6:00 pm

**The Fifth Item of Business** is for petition # PCOM-000099-2021 for a COA for a new monument sign at 716 West Spring St. The applicant is Academy Lock and Key. Code Department recommends approval without conditions.

Chris Terrell with Academy Lock and Key spoke to the request. He presented a Monument sign that is suitable to the CDO requirements.

Chairman Eckles asked for questions. None.

Chairman Eckles asked for opposition. None

PH Closed 6:02

Chairman Eckles entertained a motion.  
 To Approve

Motion Camp. Second Parks.  
 Motion Carried COA Granted

Old Business: None  
 New Business: None

Chairman Eckles entertained a motion to adjourn.  
 To adjourn

Motion Parks. Second Treadaway  
 Meeting adjourned at 6:03

Historic Preservation Commission  
Meeting Minutes  
April 27, 2021

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

Absent: None

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

Visitors: Chris Collin

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

Chairman Carrell asked if there were any changes or corrections to the March 23, 2021 minutes.

To approve.

Motion by Brassie. Second by Alligood  
Motion carried.

**The First Item of Business:** Request for COA # HP-000101-2021 to remove awning at 107 and 109 N Broad St. The applicant is 2<sup>nd</sup> Floor LLC, Owner of 109 N Broad. The awning spreads over both 107 and 109's façade. The owner of 107 has given his consent for Chris Collin of 2<sup>nd</sup> Floor LLC to request this removal.

Chris Collin spoke to the request. The adjoining awning is not an original. They would like to remove it and paint the brick. They are hoping to be able to paint and make it look similar to the front of Your Pie.

Chairman Carrell asked for questions.

Alligood asked if the building would be left the blue color?

Collin: Yes. He likes the blue.

Chairman Carrell: Will you be looking at the wood that is above the awning?

Collin: Yes, the idea is to remove all of the wood on front of building and expose the brick.

They are using Nehemiah Construction to remove the awning.

Susan Brown had a picture she presented to the Commission, Staff and Mr. Collin showing the buildings in 1947. It showed an awning in that period of time. It also showed the beautiful detail on the brick work behind the Tattoo sign. The building is the "B.S. Walker" building. He was a very prominent may in Monroe at one time.

Chairman Carrell entertained a motion.

To remove awning.

Motion by Alligood. Second by Brown.  
Motion Carried. COA Granted.

Old Business:

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

Also revisiting the discussion on the Shutters at the former Hester House, the sign at Katie's Diner, and the façade change on the Roe building. Patrick recommended the Commission composing a letter explaining the lack of a COA and/or the approved COA not being followed and sending to the owners of the business in question. Also, to have to use in the future.

Kelley gave an update on the Katie's Diner sign that he had spoke to the owner of the building to get the tenant to remove the mural on the window. The Commission Chairman state the mural sign was gone already.

There was discussion about when someone comes into the Historic District and purchases a house, is there a way for them to be notified that they are in the Historic District. It was suggested that a plaque be placed on property.

Brassie was happy to see the front of Addison's Wonderland had been repainted to clean up the faded flower color.

The Roe – the side of the building and windows are not as approved in the COA granted. The front façade has wood block where the COA was approved for painted concrete. Letter needs to be sent to the owners. Code Department will email packet for original COA request.

New Business:

Training for Commission on May 12<sup>th</sup> 2021.

Possible educational training for new buyers or existing owners in the Historic District.

There was some discussion about being more visible to the public. It was suggested that the paper be invited to set in on the meetings and write articles showing what the Historic Commission is all about.

Chairman Carrell entertained a motion to adjourn

To adjourn

Motion by Alligood. Second by Brown  
Motion carried. Adjourned at 6:35 pm



## **Downtown Development Authority**

### **MINUTES**

**Thursday, March 11, 2021**

**8:00 AM**

**City Hall - 215 N. Broad Street**

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#### **CALL TO ORDER**

Meeting was called to order at 8:03 am.

#### **ROLL CALL**

##### **PRESENT**

Chairman Lisa Anderson  
Vice Chair Meredith Malcom  
Secretary Andrea Gray  
Board Member Whit Holder  
Board Member Wesley Sisk  
Board Member Charles Sanders  
City Council Representative Ross Bradley  
Board Member Chris Collin

##### **CITY STAFF**

Sadie Krawczyk  
Leigh Ann Walker

#### **APPROVAL OF PREVIOUS MEETING MINUTES**

. DDA February Minutes

Approved - Motion made by Board Member Holder, Seconded by Secretary Gray.

Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board Member Collin

## **APPROVAL OF FINANCIAL STATEMENTS**

. DDA January Financials

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

Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board Member Collin

. 2021 DDA Budget

Budget approved with an increase to the Development Project line item from \$10,000 to \$20,000 - Motion made by Vice Chair Malcom, Seconded by Board Member Sisk.

Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board Member Collin

## **PUBLIC FORUM**

Steven Brand, Corey Ward, Tasha Hardigree, Beth Morgan, Natalie Pifer, and Charlotte and Nolan Gray were guests from the public.

## **CITY UPDATE**

Highland parking lot improvements were approved by the city last Tuesday; Wayne Street pedestrian improvements are in the engineering phase; underground power is under construction to allow for the paving of S. Madison alongside the towngreen; Citywide Clean Up day is planned for Saturday, April 24th, meet at 9:00 am at City Hall.

## **COUNTY UPDATE**

None.

## **COMMUNITY WORK PLAN &REPORTS**

### **Existing Environment**

March 6th youth workday

### **Infill Development**

Potential 2021 Projects:

- Ice Box project
- Commercial Kitchen Project
- Walton Mill Food Hall
- Boutique Hotel Loan Fund
- RFQ for Consultant on MPD/Wayne Street Block

#### **Entertainment Draws -**

### **PROGRAMS**

#### **Events**

Car Show this Saturday, April 17-18 Dockdogs is next. Direct mail for event cards will take place this month.

. 2021 Event Card

#### **Farmers Market**

### **FUNDING**

#### **SPONSORSHIP**

\$33,600 committed to date.

#### **FACADE GRANTS - None.**

#### **COMMUNITY EVENT GRANTS - None.**

### **NEW BUSINESS**

City of Monroe Branding - [www.brandmonroe.com](http://www.brandmonroe.com)

Downtown business visit during next owner meeting and walking through town on 3/25.

We received confirmation yesterday that the City of Monroe will be designated as a Georgia Exceptional Main Street. Public presentation will take place on April 13th at the City Council Meeting.

### **ANNOUNCEMENTS:**

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

GWA Downtown 5K will take place on Saturday, 3/20/21.

### **ADJOURN**

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

Member Collin





## **Convention and Visitors Bureau**

### **MINUTES**

**Thursday, March 11, 2021**

**8:00 AM**

**City Hall - 215 N. Broad Street**

---

#### **CALL TO ORDER**

#### **ROLL CALL**

##### **PRESENT**

Chairman Lisa Anderson  
Vice Chair Meredith Malcom  
Secretary Andrea Gray  
Board Member Whit Holder  
Board Member Wesley Sisk  
Board Member Charles Sanders  
City Council Representative Ross Bradley  
Board Member Chris Collin

##### **CITY STAFF**

Sadie Krawczyk  
Leigh Ann Walker

#### **APPROVAL OF EXCUSED ABSENCES**

#### **APPROVAL OF MINUTES FROM PREVIOUS MEETING**

. CVB February Minutes

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

## **APPROVAL OF CURRENT FINANCIAL STATEMENTS**

. CVB January Financials

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

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

. 2021 CVB Budget

Approved as presented with an increase of the Total Magazines budget increased to \$8,000.00 - Motion made by Board Member Holder, Seconded by Board Member Sisk.

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

## **Chairman's Report**

Chairman Anderson asked the board to begin thinking towards Bicentennial event planning and bring ideas to our next meeting.

## **Director's Report**

Hotel interest in the site at Monroe Pavilion continues. The two parties are trying to come to terms on the lot price at this time.

## **OLD BUSINESS**

## **NEW BUSINESS**

City rebranding effort. [www.brandmonroe.com](http://www.brandmonroe.com)

## **ANNOUNCEMENTS**

Next meeting will be April 8, 2021 at Monroe City Hall.

## **ADJOURN**

Motion made by City Council Representative Bradley, Seconded by Vice Chairman Malcom.

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



**To:** Finance Committee, City Council  
**From:** Les Russell, Director of Human Resources  
**Department:** Citywide  
**Date:** 05/04/2021  
**Subject:** Wellness Program

**Budget Account/Project Name:** N/A

**Funding Source:** 2021 Operating Budgets: Citywide

<b>Budget Allocation:</b>	\$48,000.00	Estimate of:	Employer Share
<b>Budget Available:</b>	\$32,000.00		
<b>Requested Expense:</b>	Est. Max: \$14,100.00	<b>Company of Purchase:</b>	Walton Athletic 24

***Recommendation:***

Staff recommends approval of the 2021 wellness plan that will provide a free membership for associates to Walton Athletic 24 at a cost of \$2350.00 per month to the City of Monroe. This is the equivalent of \$10 per month per employee. This will run concurrent to the existing wellness coaching provided by the City.

***Background:***

The City of Monroe terminated the wellness program with CareATC in 2019. Since that time, the City has partnered with both Dawn Young to provide wellness counseling and Walton Athletic 24 to provide wellness and workout facilities to the associates of the City of Monroe.

To this point, the City has paid for the wellness coaching and has shared the expense with Walton Athletic 24 to provide workout facilities. Currently, the amount being paid to Walton Athletic 24 is a \$10.00 discount off of their regular price of \$35.00 per month for an individual. Walton Athletic 24 has discounted their price by \$5.00 and the City has contributed \$5.00, with the employee paying \$20.00 per month for their membership.

COVID-19 has de-railed the success we were experiencing in 2019 prior to the pandemic. During the last quarter of 2019, the wellness coach was having a positive impact on the health of the associates through one-on-one counseling and seminars on wellness techniques. In the first quarter of 2020, the City engaged in a virtual walking challenge which saw each department competing against each other in a step challenge contest, which encouraged daily fitness walks.

The plan is to create a fitness challenge to kick off the summer, to re-engage the wellness committee that was idled by the pandemic, and to encourage the associates of the City to focus on their physical health by working out at the Walton Athletic 24 facilities.

This program will be closely evaluated during this six-month period and we will determine the benefit and viability of making it a permanent part of our wellness program in 2022.

The City continues to experience good results due to the emphasis placed on wellness, physical health and the biometric screening, and deductible credits available to associates. By funding these programs, we should continue to see a favorable impact on the health plan costs, through reductions in physician visits and pharmacy costs, plus the added benefit of high productivity.

***Attachment(s):***

Draft of Contract with Walton Athletic 24



## **SERVICE AGREEMENT**

This SERVICE AGREEMENT ("Service Agreement") is entered into by and between the City of Monroe, Georgia, a municipal corporation chartered under the laws of the State of Georgia (the "City"), and Walton Athletic 24 [INSERT ENTITY HERE], A Georgia [ENTITY] ("WA24"), on this \_\_\_\_ day of April, 2021 (the "Effective Date").

**WHEREAS**, the City desires to enter into and memorialize an agreement with WA24 wherein City employees and their dependents will have access to the gym and fitness services offered by WA24; and

**WHEREAS**, WA24 desires to provide services to City employees and their dependents pursuant to the terms and conditions outlined herein; and,

**WHEREAS**, City employees and their dependents shall be provided access to the gym and fitness services offered at 1205 W. Spring St., Monroe, Georgia (the "Gym") pursuant to the terms and conditions of this Agreement; and

**WHEREAS**, the City will pay WA24 a monthly fee as described herein for City employees and their dependents to have access to the Gym, and services offered by WA24;

**NOW, THEREFORE**, for and in consideration of the terms and conditions outlined herein, the parties hereto do agree as follows:

1. Obligations of the Parties: WA24 shall offer full, unlimited access to the Gym, fitness services and equipment offered by WA24 to all City employees and their dependents as further described herein for the duration of the Agreement (the "Fitness Services").
2. Term: The term of this Agreement shall be for one (1) initial term ("Initial Term") commencing on the Effective Date hereof through December 31, 2021, and automatically renewing for unlimited one (1) year renewal terms for each subsequent calendar year ("Renewal Term") unless terminated by the parties hereto.
3. Fee Structure and Access:
  - a. The City shall pay WA24 a monthly fee of Ten Dollars (\$10.00) per employee, per month, for Fitness Services (the "Base Rate"). The Base Rate shall be determined annually, subsequent to the Initial Term, by the then-number of current, full-time employees of the City (the "Employee Number") at the commencement of any subsequent Renewal Term. The Base Rate shall be paid in addition to any Dependent Rate as described hereinbelow.
  - b. The parties acknowledge that dependents of city employees shall be eligible to receive access to the Gym and Fitness Services for an additional monthly fee on top of the Base Rate for a fee of Twenty Dollars (\$20.00) per additional individual city employee dependent ("Dependent Rate") or Thirty-Five Dollars (\$35.00) for an entire family ("Family Rate").
  - c. The City shall pay a total "Monthly Fee" to WA24 consisting of the Base Rate plus any additional Dependent Rate or Family Rate fees as established by the parties prior to each respective calendar month. The Monthly Fee shall be due on or before

the first day of each respective calendar month of any Initial Term or subsequent Renewal Term.

4. Initial Base Rate. As of the Effective Date, for the purposes of calculating the Base Rate of the Initial Term, the Employee Number for the Initial Term shall be 235.
5. Access: Employees shall be permitted access to the Gym and Fitness Services during public hours of operation as set forth by WA24. The parties acknowledge that City employees or their dependents may at their own cost purchase a key card from WA24 for Twenty-Five Dollars (\$25.00) allowing 24-hour access to the Gym and Fitness Services ("Key Card"). This Key Card is separate and apart from any services or covenants of the Parties related to this Agreement and the Monthly Fee, and is in addition to any obligations contained herein. WA24 shall be responsible for collecting any fees associated with any Key Card directly from City employees or their dependents who wish to obtain 24-hour access. The City shall not be responsible for any obligation, liability or issue stemming from a City employee or their dependent's decision to purchase a Key Card.
6. Termination: Either party shall have the right to terminate this Agreement upon thirty (30) days written notice to the other, said notice to be delivered in electronic form at either Party's regularly used email address, USPS first class mail, or statutory overnight delivery to the following:

To the City:

City of Monroe, Georgia  
Attn: Logan Propes  
215 N. Broad Street  
Monroe, Georgia 30655

To WA24:

Walton Athletic 24  
1205 W. Spring St.,  
Monroe, Georgia 30655

7. Governing Law: This Agreement shall be construed, interpreted and enforced according to the laws of the State of Georgia, provided, however, that if Georgia conflict or choice of law rules would choose the law of another State, the parties hereby waive such rules and agree that Georgia substantive, procedural and constitutional law shall nonetheless govern.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the Parties have hereunto set their hand and seal on the Effective Date written above.

WA24:

\_\_\_\_\_  
William Berry  
[Owner]

CITY:

\_\_\_\_\_  
Logan Propes  
City Administrator

DRAFT



**To:** Public Works Committee, City Council  
**From:** Chris Bailey, Assistant City Administrator  
**Department:** Public Works  
**Date:** 04/21/21  
**Subject:** Odorization Control System – Transfer Station

**Budget Account/Project Name:** Transfer Station CIP (2019/2020/2021)

**Funding Source:** Solid Waste CIP Funding

**Budget Allocation:** \$350,000.00

**Budget Available:** \$45,475.21

**Requested Expense:** \$15,133.56

**Company of Record:** CupriDyne Clean

**Description:**

This item is to request the approval of CupriDyne Clean to provide all equipment and installation labor of an odor control misting system at the Solid Waste Transfer Station on Cherry Hill Road. The installation will take approximately five (5) days once scheduled. This will provide an iodine-based chemical which is a more natural odor control than some other systems. This project will be an additionally added project to the transfer station 2021 CIP.

**Background:**

The City of Monroe is coming to the conclusion of a multiyear process of upgrading and rehabilitating the Solid Waste Transfer Station. This process has included catch basin and pump repairs, floor replacements, wall repairs and reinforcement, and now include odorization, safety cleaning and painting, fencing, landscaping, and other components to bring the area into full EPD compliance and increase the lifespan of the facility.

**Attachment(s):**

CupriDyne Clean Quote – 1 page

Air One Quote – 2 pages





## Proposal

Monroe Sanitation Department  
(REVISED)

April 5, 2021  
Scott Moody  
Monroe Sanitation Dept.  
213 Cherry Hill Road  
Monroe GA 30655

**Re: Proposal for Misting System in Transfer Station**

Mr. Moody,

Thank you for allowing us the opportunity to quote on your system design and build needs. Per your request here is the proposal for the discussed system at the Monroe Sanitation Dept. Transfer Station. This proposal includes all parts and onsite supervision by one of our expert field technicians. We estimate the system will deploy 1.35 total gallons per minute (81 gallons per hour). Based on an estimated dilution ratio of 50/1, we estimate a chemical consumption rate of 1.62 gallons per hour.

**1. Odor Control Misting Equipment Description**

• 52 - Stainless nozzles – .012 for broad coverage	\$ 203.32
• High pressure misting line – 500ft.	\$ 472.93
• Nozzle unions, tees, ball valves, mounting hardware, electrical, misc. parts	\$1420.00
• Fully Enclosed high pressure pump 1.5gpm – (includes dual filtration, low pressure switch, VFD)	\$2136.06
• Chemical Dosing Pump	\$901.25

**Total Equipment Cost** **\$5,133.56**

**2. Installation (2 men/5days) (including travel)** **\$10,000.00**

**Grand Total** **\$15,133.56**

This is a fixed firm price. No additional costs will be incurred based on the described scope of work.  
Boom/scissor lifts and labor for system install over 5 evening/weekend days.  
We anticipate 15 days to get any materials in stock that are not currently in stock.

Thank you for your business,

*Joe Provenzano*  
Joe Provenzano  
President

Accepted \_\_\_\_\_ Date \_\_\_\_\_



## Monroe GA – Odor Control System Proposal

March 30, 2021

Scott Moody  
City of Monroe  
213 Cherry Hill Road  
Monroe, GA 30655

Re: Transfer Station VIA EMAIL: SMoody@MonroegA.gov  
Air Quality Control System

Scott:

Based on our recent conversation, Air One, Inc. has prepared the following proposal to install an atomized mist air quality control system at the Monroe County Transfer facility located at 213 Cherry Hill Road in Monroe, Georgia.

Air One, Inc. is proposing to provide and install:

1. One (1) high pressure atomized mist odor control system

### **Air Quality Control System Details**

The system will utilize water, one (1) high pressure pump and nozzles mitigate dust and odors in the following areas:

1. Doorway openings
2. Stockpile area

The system will utilize one (1) high pressure pump. The pump will operate the zones referenced above all at once. This will be controlled by a switch on the control panel and determined by on-site personnel.

The system will include a dosing pump for the addition of odor neutralizing agents when required. This dosing system will be installed with a bypass so the facility can eliminate odor neutralizers when they are not needed.

The nozzles will direct a spray of atomized water mist downwards to create a "curtain" at the doorways provide "blanket" coverage over the stockpile area(s). The system to be installed has a total design flow of 2-gallons per minute (gpm) of water distributed through up to 80 nozzles.



#### Monroe GA – Odor Control System Proposal

The total estimated water consumption of this system is less than 1,000-gallons per day (gpd) based on an 8-hour day at full capacity. This system is designed for “on-demand” control, so actual water use will vary depending on the waste stream, operator preference and environmental conditions.

The air quality control system proposed is water based and is not designed nor intended for use in temperatures below 30-degrees Fahrenheit. Please note that the pump and water supply line will not receive air and must be in a heated enclosure or drained manually.

#### **COSTS**

**Air quality control system parts only, delivered - \$9,207.00**

**Air quality control system with Air One supervision and client installing -  
\$13,207.00**

**Air quality control system installed by Air One - \$19,207.00**



**To:** Public Works Committee, City Council  
**From:** Chris Bailey, Assistant City Administrator  
**Department:** Public Works  
**Date:** 04/22/21  
**Subject:** Fence Extension – Transfer Station

**Budget Account/Project Name:** Transfer Station CIP (2019/2020/2021)

**Funding Source:** Solid Waste CIP Funding

**Budget Allocation:** \$350,000.00

**Budget Available:** \$30,341.65

**Requested Expense:** \$12,264.34

**Company of Record:** Elite Fence Company

**Description:**

This item is to request the approval of Elite Fence Company to install 630' additional feet of 6' chain-link fencing with screen at the Solid Waste Transfer Station on Cherry Hill Road. This installation will completely fence the area to keep debris from escaping the facility and entering the adjacent property, and also provide an additional site barrier. This project will be an additionally added project to the transfer station 2021 CIP.

**Background:**

The City of Monroe is coming to the conclusion of a multiyear process of upgrading and rehabilitating the Solid Waste Transfer Station. This process has included catch basin and pump repairs, floor replacements, wall repairs and reinforcement, and now include odorization, safety cleaning and painting, fencing, landscaping, and other components to bring the area into full EPD compliance and increase the lifespan of the facility.

**Attachment(s):**

Elite Fence Company Quote – 1 page

Roberts Fence Company Quote – 1 page

**ESTIMATE**  
3/04/2021

**ATTN:**  
**NAMECITY OF MONROE**

**ADDRESS:**

**JOB SITE:**

**MOBILE:**  
**FAX:**

**BID: A**

**ELITE FENCE COMPANY LLC**  
**2319 BRADLEY GIN RD**  
**MONROE, GA. 30656**  
**OFFICE: 770-207-6674**  
**FAX: 877-747-9178**  
**MOBILE: 678-409-2429**  
**SPENCER HORACEK**

**INSTALL 630' 6' +1 GALV CHAINLINK**  
**INSTALL SCREEN**

**TOTAL INSTALLED PRICE** **\$ 12,264.34**

**ELITE FENCE COMPANY has workman's comp. and general liability.**

**ELITE FENCE COMPANY will not be responsible for any underground utilities that are not spotted by utilities protection.**

**Roberts Fence Company**

*Transfer Station Job Quote*

630' of 6' plus 1 commercial galvanized chain link w/ screen Installation	\$14,780.00
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**To:** Public Works Committee, City Council  
**From:** Chris Bailey, Assistant City Administrator  
**Department:** Public Works  
**Date:** 04/22/21  
**Subject:** Exterior Repair and Cleaning – Transfer Station

**Budget Account/Project Name: Transfer Station CIP (2019/2020/2021)**

**Funding Source: Solid Waste CIP Funding**

**Budget Allocation:** \$350,000.00

**Budget Available:** \$18,077.31

**Requested Expense:** \$15,737.00

**Company of Record:** Garland Company

**Description:**

This item is to request the approval of Garland Company to repair/paint damaged metal panels and pressure wash the exterior at the Solid Waste Transfer Station on Cherry Hill Road. This work will take place during the weekend when the facility is closed to the public so disturbance to operations is non-existent and be performed by Tera-Systems. This project will be an additionally added project to the transfer station 2021 CIP.

**Background:**

The City of Monroe is coming to the conclusion of a multiyear process of upgrading and rehabilitating the Solid Waste Transfer Station. This process has included catch basin and pump repairs, floor replacements, wall repairs and reinforcement, and now include odorization, safety cleaning and painting, fencing, landscaping, and other components to bring the area into full EPD compliance and increase the lifespan of the facility.

**Attachment(s):**

Garland Company Quote – 2 pages



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



## **ROOFING MATERIAL AND SERVICES PROPOSAL**

**City of Monroe**  
**Public Works**  
**213 Cherry Hill Rd**  
**Monroe, GA 30656**

**Date Submitted: 04/28/2021**  
**Proposal #: 25-GA-210372**  
**MICPA # PW1925**  
**Georgia General Contractor License #: GCCO003281**

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

**Please Note:** The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Racine County, WI and OMNIA Partners, Public Sector (U.S. Communities). The line item pricing breakdown from Attachment C: Bid Form should be viewed as the maximum price an agency will be charged under the agreement. Garland/DBS, Inc. administered an informal competitive process for obtaining quotes for the project with the hopes of providing a lower market-adjusted price whenever possible.

### **Scope of Work: Rear Garbage Collector Building - Cleaning, Painting & Exterior Wall Repairs**

1. Pressure wash the entire exterior of the building.
2. Replace / repair damaged metal side panels on the exterior of the building. This should include approximately 3 panels on one side and 4 panels on the other side.
3. Includes all materials, taxes, insurance, and labor needed for a complete repair.

### **Attachment C: Bid Form - Line Item Pricing Breakdown**

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
	Labor and Materials - Innovative Roofing Group	\$ 13,000.00	1	Total	\$ 13,000
	<b>Sub Total Prior to Multipliers</b>				<b>\$ 13,000</b>



23.167	Additional repair options: Option 1: Cost of Quote Plus Mark-Up (Used when repair and installation services line item pricing is not available and services performed are to be performed by a contractor. Requires a quote on corporate letterhead that cannot exceed \$25,000) Cost plus added to quote	14	\$ 13,000	%	\$ 1,820
	<b>Sub Total After Multipliers</b>				<b>\$ 14,820</b>
	Garland Material / Shipping and Handling Allowance	\$ 506.00	1	Total	\$ 506
	Garland General Conditions:	\$ 411.00	1	Total	\$ 411
	<b>Total After Multipliers</b>				<b>\$ 15,737</b>

**Total Maximum Price of Line Items under the MICPA:** **\$ 15,737**

**Proposal Price Based Upon Market Experience:** **\$ 15,737**

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. Proposal pricing valid 60 days from proposal date listed above.

**Clarifications/Exclusions:**

1. Permits are excluded.
2. Bonds are excluded.
3. Plumbing, Mechanical, Electrical work is excluded.
4. Interior Temporary protection is excluded.
5. Any work not exclusively described in the above proposal scope of work is excluded.

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

Respectfully Submitted,

*Matt Egan*

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



**To:** City Council, Committee, Mayor, City Administrator  
**From:** Rodney Middlebrooks, Director of Water & Gas  
**Department:** Natural Gas  
**Date:** 5/4/2021  
**Description:** Approval - Carwood Drive Gas Main Replacement

---

**Budget Account/Project Name:** 21-004

**Funding Source:** CIP Gas Main Renewal

**Budget Allocation:** \$316,494.00

**Budget Available:** \$265,189.00

**Requested Expense:** \$75,600.00

**Company of Purchase:** Southern Pipeline

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**Recommendation:** Staff recommends approval for 3,500 feet of 2" steel main replacement along Carwood Drive by Southern Pipeline for the amount of \$75,600.00.

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**Background:** During recent leak repairs, staff discovered sections of bare steel pipe installed in areas along Carwood Drive. When bare steel is found in the system, it must be replaced according to the City's DIMP Plan (Distribution Integrity Management Program). PHMSA implemented the integrity management regulations for hazardous liquid and gas transmission pipelines. The regulations aim to assure pipeline integrity and further improve the safety of pipeline transportation.

**Attachment(s):**

Southern Pipeline Bid  
Harrison & Harrison Bid

**\$75,600.00**

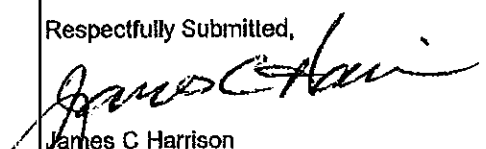
**Harrison & Harrison, Inc.**

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

**QUOTE**

Date: 4/13/2021  
 Job Name: CARWOOD DR RENEWAL

City of Monroe  
 ATTN: Bryan Pittman

ITEM	DESCRIPTION	PER FT.	TOTAL
3500	Installation of 2" PE Gas Main	15.50	54,250.00
28	Short side tie-overs	850.00	23,800.00
9	Long side tie-overs	1,400.00	12,600.00
2	Tie-ins Into Steel **price includes: tap, stop, cut & cap	2,800.00	5,600.00
1	2" PE to 2" PE Tie-in	1,200.00	1,200.00
Price does not include rock bored or removed. City of Monroe will provide all materials.			
Respectfully Submitted,			
 James C Harrison President/Owner Harrison & Harrison, Inc. 706-207-8791			
			<b>\$97,450.00</b>



**To:** City Council, Committee, Mayor, City Administrator  
**From:** Rodney Middlebrooks, Director of Water & Gas  
**Department:** Water Distribution  
**Date:** 5/4/2021  
**Description:** Approval to purchase 2021 Ford F450 service truck

---

**Budget Account/Project Name:**

**Funding Source:** Utility CIP

**Budget Allocation:** \$0.00

**Budget Available:** \$0.00

**Requested Expense:** \$60,385.00

**Company of Purchase:** Atkins Ford Winder

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**Recommendation:** Staff recommends approval to purchase a 2021 Ford F450 service body truck for water distribution from Atkins Ford Winder in the amount of \$60,385.00

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**Background:** Motors gone in both water crew trucks. One of the trucks was worth replacing the motor in but the second one was not. Both crews are currently working out of single cab trucks borrowed from other departments.

**Attachment(s):**

Atkins Ford Bid  
Loganville Ford Bid

Akins Ford (770) 262-0100

DEALER 21A 480

VIN 1FD0W4GT7MEC42570

F455 4X2 CREW CHAS CAB DRW 7283 43120 00 40324 00  
 2021 MODEL YEAR  
 Z1 OXFORD WHITE  
 AS MEDIUM EARTH GRAY VINYL  
 PREFERRED EQUIPMENT PKG. 650A  
 .XL TRIM  
 572 .AIR CONDITIONING -- CFC FREE NC NC  
 .AM/FM STEREO MP3/CLK  
 99T 6.7L POWER STROKE V8 DIESEL 9325 00 8486 00  
 44G 10-SPEED AUTOMATIC NC NC  
 TGM 225/70R19.5G TRACTION TIRES 190 00 173 00  
 X45 4.30 RATIO LIMITED SLIP AXLE 360 00 327 00  
 90L POWER EQUIPMENT GROUP 1075 00 979 00  
 54K TELESCOPING TT MIRR-POWER/STD SIG NC NC  
 153 FRONT LICENSE PLATE BRACKET NC NC  
 17P XL DECOR PACKAGE NC NC  
 TIRE INFLATION MONITOR DELETE  
 205 16500# GVWR PACKAGE NC NC  
 425 50 STATE EMISSIONS NC NC  
 JOB #1 ORDER  
 51D SPARE TIRE AND WHEEL DELETE 85 00- 78 00-  
 52B TRAILER BRAKE CONTROLLER 270 00 245 00  
 535 HIGH CAPACITY TRAILER TOW PKG 580 00 528 00  
 61J JACK 55 00 50 00  
 62R TRANS POWER TAKE-OFF PROVISION NC NC  
 63A UTILITY LIGHTING SYSTEM 160 00 145 00  
 872 REAR VIEW CAMERA & PREP KIT 415 00 377 00  
 96V XL VALUE PACKAGE 395 00 360 00  
 .CRUISE CONTROL  
 TOTAL OPTIONS/OTHER 12740 00 11592 00  
 TOTAL VEHICLE & OPTIONS/OTHER 55860 00 52556 00  
 DESTINATION & DELIVERY 1695 00 1695 00

Stock #  
 MEC42570

TOTAL FOR VEHICLE 57555 00

FUEL CHARGE 23 80  
 SHIPPING WEIGHT 7731 LBS.  
 TOTAL 57555 00 54274 80

11' Warner Service Body  
 City of Monroe - OE 731  
 \$ 60,385

This invoice may not reflect the final cost of the vehicle in view of the possibility of future rebates, allowances, discounts and incentive awards from Ford Motor Company to the dealer.

Sold to Akins Ford P.O. BOX 280 Winder		21A480 GA 30680		Order Type 59				Ramp Code CA3J		Batch ID R080		Price Level 115	
Ship to (if other than above) 86810 Smyrna Truck & Cargo 650 Hammock Road NW Milledgeville GA 31061				Date Inv. Prepared 01 21 21		Item Number 21-S674		Transit Days 14		Ship Through			
Invoice & Unit Identification NO. 1FD0W4GT7MEC42570				Final Assembly Point KENTUCKY				Finance Company and/or Bank Ford Motor Credit 000001					
HB	Invoice Total	A & Z Plan	D Plan	X Plan	FPA	AA							
1117	54274.80				647.00	838.00							

This invoice to be used for the billing of vehicles only

Dealer's copy



Date: 04/29/2021 9:46 AM  
Salesperson: Ken Yeager  
Manager: Ken Yeager

FOR INTERNAL USE ONLY

BUSINESS NAME	CITY OF MONROE UTILITIESDEPT	Home Phone:
CONTACT		
Address :	215 N BROAD ST MONROE, GA 30655-1843 WALTON CO	Work Phone:
E-Mail :		Cell Phone: (404) 427-1754

VEHICLE				
Stock # :	MED46618	New / Used :	New	VIN : 1FD0W4GT3MED46618
				Mileage : 10
Vehicle :	2021 Ford F-450 Chassis	Color :	OXFORD WHITE	
Type :	F450 4X2 CRW CC		W4G	

TRADE IN			
Payoff :	VIN :	Mileage :	
Vehicle :		Color :	
Type :			

Selling Price	57,710.00
Discount	7,975.20
Adjusted Price	49,734.80
11 FOOT SERVICE BODY	9,152.00
Total Purchase	58,886.80
Trade Allowance	
Trade Difference	
Taxable Fees (Estimated)	119.00
GATAVT	3,894.38
Non Tax Fees	21.00
Trade Payoff	
Cash Deposit	
Balance	62,921.18

Customer Approval: \_\_\_\_\_ Management Approval: \_\_\_\_\_  
By signing this authorization form, you certify that the above personal information is correct and accurate, and authorize the release of credit and employment information. By signing above, I provide to the dealership and its affiliates consent to communicate with me about my vehicle or any future vehicles using electronic, verbal and written communications including but not limited to eMail, text messaging, SMS, phone calls and direct mail. Terms and Conditions subject to credit approval. For Information Only. This is not an offer or contract for sale.

# KNAPHEIDE

SINCE 1848

Knapheide Truck Equipment - Griffin  
2570 N Expressway  
Griffin GA 30223  
Phone: 770-227-4688  
Fax: 770-227-0106  
atlanta.knapheide.com

## QUOTATION

Quote ID: MP00011770

Page 1 of 2

Customer: LOGANVILLE FORD  
3460 HIGHWAY 78  
LOGANVILLE GA 30052

Quote Number: MP00011770  
Quote Date: 4/28/2021  
Quote valid until: 5/28/2021

**Contact:**

Phone: 877-433-0792  
Fax: 1-770-554-2302

By: Prepared mprince  
Salesperson: MIKE PRINCE  
PO#:

**Enduser:**

Make: FORD	Model: F-450	Year: 2021	Single/Dual: DRW
Cab Type: CREW	Wheelbase: 203.0	Cab-to-Axle: 84.0	VIN:

QTY	PART NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT
1		GA Municipal Service Body	\$8,672.00	\$8,672.00
1	MUNI 6132D54-K	MODEL 6132D54 SERVICE BODY PAINTED SINGLE STAGE WHITE 11' SERVICE BODY FITS 84CA DRW CHASSIS		
1		HITCH & PLUG	\$400.00	\$400.00
1	HITCH&PLUG-CL4 - 5	HITCH & PLUG - CLASS 4 & 5		
1			\$180.00	\$180.00
1	CAMERA INSTALL	FACTORY INSTALL OF LOOSE PROVIDED CAMERA, LABOR ONLY		
			Quote Total:	\$9,152.00
			Discount:	\$0.00
			Total Due(Sales tax not included):	\$9,152.00

**The following options may be added:**

QUANTITY	DESCRIPTION	PRICE EACH	AMOUNT	ADD TO QUOTE
				Yes / No

**Notes:**  
3 WEEK LEAD TIME

This Quote is subject to the following terms and conditions:

**Credit Card Policy**

We do not accept credit cards for payment of any order in excess of \$3,000.00. For other orders, we do accept MasterCard, American Express, Visa and Discover cards for payment.

**Pricing Policy**

- Price Quotation is good on orders received through the expiration date.
- Pricing quoted applies to chassis make/model originally provided and quantity quoted. Any change may result in price change.
- Orders are subject to all applicable state, local and federal excise taxes. Applicable taxes will be applied on final billing to customer upon completion of order.

**Payment Policy**

- Payment Terms are due upon receipt of signed quote unless prior credit agreement has been established at the time of order.
- Payment terms for customers with an established credit account will be Net 30 from date of invoice.
- Knapheide has right to assess late charges at 1.5% per month on all invoices that are 60 days or more past due

**Return Policy**

- All sales are final. Purchased parts or products are non returnable.







**To:** City Council  
**From:** Robert Watts, Chief  
**Department:** Police  
**Date:** 04/27/2021  
**Subject:** New Office Furniture Police Department on Blaine Street

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**Budget Account/Project Name:** Office Furniture

**Funding Source:** Condemned Assets/ Forfeiture Funds and DEA Confiscated Funds

**Budget Allocation:** \$0.00

**Budget Available:** \$86,000.00

**Requested Expense:** \$45,000.00

**Company of Purchase:** School Tools & Office Pro's

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**Description:**

Office Furniture for **23 rooms** in New MPD consisting of office desks, chairs, conference tables, white boards file drawers, and cabinets.

**Background:**

New building to be available for occupancy June 1<sup>st</sup>, 2021.



## QUOTE

Quote Number: 0008634  
 Quote Date: 03/31/21  
 Customer PO: CITY OF MONROE  
 Account Number: COD-01  
 Salesperson: BILL JONES

## School Tools &amp; Office Pro's

2121 BROWNS BRIDGE ROAD GAINESVILLE, GA 30501  
 Ph: (770) 287-7767 Fax: (770) 287-3866

## Bill To :

Ship To:  
 CITY OF MONROE POLICE DEPT  
 140 BLAINE STREET  
 MONROE, GA 30655  
 ATTN: CHIEF WATTS 770-266-5180  
 678-858-1203

Buyer Phone:  
 Fax:  
 Route/Seq: /0

Line	Item Number	Description	UOM	Qty	List Price	Price	Total
1		OPLISG LEFT HAND U SHAPE DESK WITH HUTCH WITH WOOD DOORS, 2 PEDS.	EA	1	0.00	998.00	998.00
2	MISC	OPLISG 2 DRAWER LAT FILE	EA	1	0.00	388.21	388.21
3	MISC	OPLISG 36" WARDROBE UNIT TO SIT ON TOP OF 2 DRAWER LAT FILE WITH CENTER BAR	EA	1	0.00	448.21	448.21
4	MISC	OPLBS6018B BLK HIGH BACK	EA	1	0.00	99.88	99.88
5	MISC	OPLBS9359B SIDE CHAIR NO ARMS LIEUTENANT LAWSON'S OFFICE	EA	2	0.00	96.54	193.08
6	MISC	OPLBS6018B DESK CHAIRS FOR FRONT COUNTER/DESK	EA	2	0.00	99.88	199.76
7	MISC	OPLISG 48X48 CONF TABLE CENTER PEDESTAL	EA	1	0.00	296.54	296.54
8	MISC	OPLBS9359B SIDE CHAIRS TABLE AND CHAIRS FOR REPORT ROOM	EA	4	0.00	96.54	386.16
9	MISC	OPLISG 30X72 DBL PED EXU DESK	EA	1	0.00	597.45	597.45
10	MISC	OPLISG 2 DRAWER LAT FILE	EA	2	0.00	388.21	776.42
11	MISC	OPLBS1778B BLK HIGH BACK CHAIR	EA	1	0.00	198.74	198.74
12	MISC	OPLBS9359B SIDE CHAIR NO ARMS. TRUDY'S OFFICE	EA	2	0.00	96.54	193.08
13	MISC	OPLISG 24X72 TRAINING TABLES 4 POST LEGS	EA	12	0.00	199.81	2,397.72
14	MISC	OPLISG NESTING STYLE TRAINING CHAIR ON CASTERS. NO ARMS TRAINING ROOM	EA	24	0.00	168.54	4,044.96
15	MISC	OPLISG LEFT HAND U SHAPE DESK WITH HUTCH AND 4 DOORS	EA	3	0.00	998.00	2,994.00
16	MISC	OPLCOS BLK LEATHER SOFA	EA	3	0.00	588.54	1,765.62
17	MISC	OPLISG 48" RD CONF TABLE	EA	3	0.00	248.45	745.35
18	MISC	OPLBS9359B SIDE CHAIRS	EA	12	0.00	96.54	1,158.48
19	MISC	OPLBS1778B BLK LEATHER HIGH BACK DESK CHAIR	EA	3	0.00	198.74	596.22

(Continued...)



# QUOTE

Page 2 of 4

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Quote Number: 0008634  
 Quote Date: 03/31/21  
 Customer PO: CITY OF MONROE  
 Account Number: COD-01  
 Salesperson: BILL JONES

## School Tools & Office Pro's

2121 BROWNS BRIDGE ROAD, GAINESVILLE, GA 30601  
 Ph: (770) 287-7767 Fax: (770) 287-3866

Line	Item Number	Description	UOM	Qty	List Price	Price	Total
20	MISC	OPLISG 2 DRAWER LAT FILE FOR CAPTAIN PILGRIM, CHAMBERS, AND McCLUNG'S OFFICE'S	EA	3	0.00	388.21	1,164.63
21	MISC	OPLISG 66X72 L SHAPE DESK 2 SETS OF DRAWERS. 3 LEFT HAND AND 3 RT HAND L SHAPES	EA	6	0.00	588.84	3,533.04
22	MISC	OPLBS6018 BLK HIGH BACK CHAIR	EA	6	0.00	99.88	599.28
23	MISC	OPLISG 36" WALL MOUNT HUTCH GLASS DOORS	EA	6	0.00	388.21	2,329.26
24	MISC	OPLISG 2 DRAWER LAT FILE FOR CID BULLPEN	EA	4	0.00	388.21	1,552.84
25	MISC	OPLISG 72X84 EXU L SHAPE DESK DBL PED RT HAND	EA	1	0.00	599.87	599.87
26	MISC	OPLBS1778 BLK HIGH BACK LEATHER	EA	1	0.00	198.74	198.74
27	MISC	OPLBS9359 SIDE CHAIR NO ARMS	EA	2	0.00	96.54	193.08
28	MISC	OPLISG 2 DRAWER LAT FILE	EA	1	0.00	388.21	388.21
29	MISC	OPLISG 30X72 BOOKCASE OPEN	EA	1	0.00	199.76	199.76
30	MISC	OPLISG 2 DOOR 30" STORAGE CABINET FOR LIEUTENANT DAVIS'S OFFICE	EA	1	0.00	288.45	288.45
31	MISC	OPLISG 36X36 CONF TABLE CENTER PED	EA	3	0.00	236.45	709.35
32	MISC	OPLBS9359 BLK LEATHER SIDE CHAIR FOR INTERVIEW ROOMS	EA	9	0.00	96.54	868.86
33	MISC	OPLISG 36"X30" 2 DOOR STORAGE CABINET	EA	2	0.00	288.45	576.90
34	MISC	OPLBS9359 SIDE CHAIRS FOR INTERVIEW MONITORING ROOM	EA	4	0.00	96.54	386.16
35	MISC	OPLBS9359 BLK LEATHER SIDE CHAIR FOR AGAINST THE WALL IN THE SQUAD ROOM	EA	8	0.00	96.54	772.32
36	MISC	OPLFLA PODIUM	EA	1	0.00	188.47	188.47
37	MISC	OPLFLA STOOL WITH BACK FOR BEHIND THE PO	EA	1	0.00	68.45	68.45
38	MISC	OPLSP 4X8 WHITE BOARD	EA	1	0.00	149.88	149.88
39	MISC	OPLISG 60X60 L SHAPED DESK 1 SET OF DRAWERS 2 LEFT HAND AND 2 RT HAND	EA	4	0.00	488.57	1,954.28
40	MISC	OPLBS6018 SQUAD ROOM	EA	4	0.00	99.88	399.52
41	MISC	OPLISG RT HAND U SHAPE DESK WITH HUTCH NAD 4 WOOD DOORS	EA	1	0.00	998.00	998.00
42	MISC	OPLBS1778 BLK LEATHER HIGH BACK CHAIR	EA	1	0.00	198.74	198.74

(Continued...)



# QUOTE

Page 3 of 4

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Quote Number: 0008834  
 Quote Date: 03/31/21  
 Customer PO: CITY OF MONROE  
 Account Number: COD-01  
 Salesperson: BILL JONES

## School Tools & Office Pro's

2121 BROWNS BRIDGE ROAD GAINESVILLE, GA 30501  
 Ph: (770) 287-7767 Fax: (770) 287-3866

Line	Item Number	Description	UOM	Qty	List Price	Price	Total
43	MISC	OPLBS9359 BLK LEATHER SIDE CHAIR FOR PATROL LIEUTENANT'S OFFICE	EA	2	0.00	96.54	193.08
44	MISC	OPLSP 4X8 WHITE BOARD 1 FOR CID	EA	1	0.00	149.88	149.88
45	MISC	OPL6018 BLK LEATHER DESK CHAIR	EA	2	0.00	99.88	199.76
46	MISC	OPLISG BX/FILE ROLLING PED FOR EVIDENCE ROOM	EA	2	0.00	246.54	493.08
47	MISC	OPLISG 66X72 L SHAPE DESK 2 SETS OF DRAWERS 2 LEFT HAND AND 2 RT HAND	EA	4	0.00	588.84	2,355.36
48	MISC	OPLBS6018 BLK LEATHER DESK CHAIR	EA	4	0.00	99.88	399.52
49	MISC	OPLISG 2 DRAWER LAT FILE	EA	2	0.00	388.21	776.42
50	MISC	OPLSP 4X8 WHITE BOARD	EA	1	0.00	149.88	149.88
51	MISC	OPLBS BLK LEATHER SIDE CHAIR NO ARMS FOR JOINT OPTS	EA	6	0.00	96.54	579.24
52	MISC	OPLBS PLASTIC SLED BASE 400LB WEIGHT CAP LOBBY CHAIR 8 PER SIDE FOR LOBBY	EA	16	0.00	38.54	616.64
53	MISC	GANG CHAIRS TOGETHER IN GROUPS OF 8 IN LOBBY	EA	16	0.00	0.00	0.00
54	MISC	OPLFLA 30X72 BREAKROOM TABLE. 4 POST LEGS	EA	1	0.00	196.54	196.54
55	MISC	OPLFLA BLK/BLK STACK CHAIRS FOR BREAKROOM	EA	6	0.00	28.79	172.74
56	MISC	ALL PRODUCT IS THE COLOR GREY EXCEPT FOR LIETENANT LAWSON'S OFFICE IS WALNUT. THE REST IS GREY COLOR	EA	1	0.00	0.00	0.00
57	MISC	opph 36x74 exu desk leather inlay	EA	1	0.00	1488.45	1,488.45
58	MISC	oplicos 6' solid wood conf table	EA	1	0.00	588.45	588.45
59	MISC	oplicos brown leather captain chairs on casters for CHIEF WATTS OFFICE	EA	6	0.00	148.45	890.70
60	MISC	OPLHOOKERIS 74" KNEESPACE CREDENZA TO MATCH MARY'S DESK. MARY'S OFFICE	EA	1	0.00	1798.45	1,798.45
61	MISC	FULL SERVICE DELIVERY + INSTALLATION. INCLUDES ASSEMBLY, HANGING ALL HUTCH'S AND WHITE BOARDS. FULL SERVICE SET UP	EA	1	0.00	495.00	495.00

(Continued...)



**ROOM 1- LIEUTENANT LAWSON'S OFFICE**

LINE ITEMS: 1-5

TOTAL: \$2,127.38

**ROOM 2- FRONT COUNTER/ RECEPTION DESK**

LINE ITEM: 6

TOTAL: \$199.76

**ROOM 3- REPORT ROOM**

LINE ITEMS: 7 &amp; 8

TOTAL: \$682.70

**ROOM 4- TRUDY'S OFFICE**

LINE ITEMS: 9-12

TOTAL: \$1,765.69

**ROOM 5- TRAINING ROOM**

LINE ITEMS: 13 &amp; 14

TOTAL: \$6,442.68

**ROOM 6, 7, & 8- CAPTAIN PILGRIM, CHAMBERS, AND MCCLUNG'S OFFICE**

LINE ITEMS: 15-20

TOTAL: \$8,424.30

**ROOM 9, 10, & 11- INTERVIEW ROOMS**

LINE ITEMS: 31 &amp; 32

TOTAL: \$1,578.21



**ROOM 12- CONTROL ROOM/ INTERVIEW MONITORING ROOM**

LINE ITEMS: 33 &amp; 34

TOTAL: \$963.06

**ROOM 13- SQUAD ROOM**

LINE ITEMS: 35-40

TOTAL: \$3,532.92

**ROOM 14- PATROL LIEUTENANT'S OFFICE**

LINE ITEMS: 41-43

TOTAL: \$1,389.82

**ROOM 15- LOBBY**

LINE ITEM: 52

TOTAL: \$616.64

**ROOM 16- BREAKROOM**

LINE ITEMS: 54 &amp; 55

TOTAL: \$369.28

**ROOM 17- CHIEF WATTS OFFICE**

LINE ITEMS: 57-59

TOTAL: \$2,967.60

**ROOM 18- MARY'S OFFICE/ CHIEF'S ASSISTANT**

LINE ITEM: 60

TOTAL: \$1,798.45



**ROOM 19- JOINT OPT.**

LINE ITEMS: 47-51

TOTAL: \$4,260.42

**ROOM 20- LIEUTENANT DAVIS' OFFICE**

LINE ITEMS: 25-30

TOTAL: \$1,868.11

**ROOM 21-C.I.D BULLPEN**

LINE ITEMS: 21-24

TOTAL: \$8,014.42

**CID ROOM**

LINE ITEM: 44

TOTAL: \$149.88

**EVIDENCE ROOM**

LINE ITEMS: 45 &amp; 46

TOTAL: \$692.84

**ADDITIONAL DISCOUNT: -\$3,339.16***Total: \$45,000*





**To:** City Council  
**From:** Robert Wattts, Chief  
**Department:** Police  
**Date:** 04/27/2021  
**Subject:** 7 New Radios

---

**Budget Account/Project Name:** Issued Equipment

**Funding Source:** Police General Budget 100-3200-531603

**Budget Allocation:** \$152,000.00

**Budget Available:** \$152,000.00

**Requested Expense:** \$30,719.08

**Company of Purchase:** Motorola Solutions

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**Description:**

7 Portable radios for quality communications equipment and services.

**Background:**

As we grow, we need spare radios to replace the ones malfunctioning or need repair. We have two new officers in the Academy now and hiring two new officers this summer that will need this issued equipment.

**Attachment(s):**

Quote - 1446407



QUOTE-1446407

04/01/2021

MONROE, CITY OF  
PO BOX 1570  
MONROE, GA 30655

Dear Capt. Ricky Chambers,

Motorola Solutions is pleased to present MONROE, CITY OF with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide MONROE, CITY OF with the best products and services available in the communications industry. Please direct any questions to Angela Rhodes at [angelarhodes@callmc.com](mailto:angelarhodes@callmc.com).

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Angela Rhodes

Motorola Solutions Manufacturer's Representative



QUOTE-1446407

Billing Address:  
MONROE, CITY OF  
PO BOX 1570  
MONROE, GA 30655  
US

Shipping Address:  
City of Monroe/Mobile  
Communications America  
2241 Tucker Industrial Rd  
Tucker, GA 30084  
US

Quote Date:04/01/2021  
Expiration Date:06/30/2021  
Quote Created By:  
Angela Rhodes  
angelarhodes@callmc.com

End Customer:  
MONROE, CITY OF  
Capt. Ricky Chambers  
rchambers@monroega.gov

Contract: 19860 - NASPO  
Payment Terms:30 NET

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 6000 Series	APX6000 LI				
1	H98UCD9PW5BN	APX6000 7/800 MHZ MODEL 1.5 PORTABLE	7	\$5,329.00	\$3,890.17	\$27,231.19
1a	H869BZ	ENH: MULTIKEY	7			
1b	Q667BB	ADD: ADP ONLY (NON-P25 CAP COMPLIANT) (US ONLY)	7			
1c	QA05570AA	ALT: LI-ION IMPRES 2 IP68 3400 MAH	7			
1d	QA00580AC	ADD: TDMA OPERATION	7			
1e	QA02756AA	ENH: LI 9600 OR 3600 SINGLE SYSTEM DIGITAL TRUNKING	7			
1f	H122BR	ALT: 1/4 WAVE 7/8 STUBBY (NAR6595)	7			
1g	QA05100AA	ENH: STD 1 YR WARRANTY APPLIES NO SFS	7			
1h	QA03399AA	ADD: ENHANCED DATA APX	7			
2	PMNN4486A	BATT IMPRES 2 LIION R IP67 3400T	7	\$163.00	\$118.99	\$832.93
3	NNTN8863A	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 100-240VAC, US/NA PLUG	7	\$187.00	\$136.51	\$955.57



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.



QUOTE-1446407

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
4	PMMN4060B	AUDIO ACCESSORY- HEADSET,PSM IP55 WITH 3.5MM JACK RX 24IN	7	\$164.00	\$119.72	\$838.04
5	PMAF4002A	APX 7000 700/800MHZ PSM ANTENNA	7	\$12.00	\$8.76	\$61.32
Product Services						
6	LSV00Q00202A	DEVICE PROGRAMMING	7	\$114.29	\$114.29	\$800.03

Grand Total

\$30,719.08(USD)

Notes:



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.





Purchase Order Checklist
Marked as PO/ Contract/ Notice to Proceed on Company Letterhead (PO will not be processed without this)
PO Number/ Contract Number
PO Date
Vendor = Motorola Solutions, Inc.
Payment (Billing) Terms/ State Contract Number
Bill-To Name on PO must be equal to the <i>Legal</i> Bill-To Name
Bill-To Address
Ship-To Address (If we are shipping to a MR location, it must be documented on PO)
Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO )
PO Amount must be equal to or greater than Order Total
Non-Editable Format (Word/ Excel templates cannot be accepted)
Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept
Ship To Contact Name & Phone #
Tax Exemption Status
Signatures (As required)



**To:** Planning & Code Committee  
**From:** Sadie Krawczyk  
**Department:** Economic Development  
**Date:** 05-04-2021  
**Subject:** Master Plan Design Services - Old Walton Plaza Shopping Center

---

**Budget Account/Project Name:** BLAINE STATION MASTER PLAN/PLANNED DISTRICTS ZONING UPDATE

**Funding Sources:** General Fund

<b>Budget Allocation:</b>	\$38,200.00	
<b>Budget Available:</b>	\$38,200.00	(pending budget amendment approval)
<b>Requested Expense:</b>	\$38,200.00	<b>Company of Purchase:</b> Lord Aeck Sargent

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**Description:**

Lord Aeck Sargent submitted the attached proposal to provide the scope of services stated in the RFQ. City staff recommends approval to hire the firm to perform tasks listed therein.

**Background:**

The City of Monroe issued a Request for Qualifications (RFQ) for Professional Consulting & Planning Services to develop a Planned Commercial Development zoning and review and offer updates to the City's Planned Development District zoning sections in general. 7 firms responded to the RFQ, and the selection committee individually reviewed and rated each submission.

**Attachment(s):**

Lord Aeck Sargent Statement of Qualifications for Professional Consulting & Planning Services



REQUEST FOR QUALIFICATIONS

City of Monroe

Professional Consulting & Planning Services

APRIL 27, 2021



April 27, 2021

Sadie Krawczyk  
215 North Broad Street,  
2nd Floor Monroe, GA 30655

Re: Request for Qualifications Professional Consulting & Planning Services

Dear Ms. Krawczyk:

When the City purchased 140 Blaine Street, it paved the way for ideal situation. As community planners and architects who work in downtown and small city settings frequently, we are constantly seeking ways to encourage compatible, responsible and appropriate development. One of our biggest suggestions to our municipal clients is "control the land." In this case, the City of Monroe is ahead of the game.

As Downtown and the City as a whole continues to boom, new development will be increasingly difficult to control. The east side of Downtown is no different. Once a small commercial node, the area in and around 140 Blaine Street has undergone a fair amount of change. Proactively controlling the future of this site provides the opportunity to chart a new path for this somewhat forgotten side of town.

Creating a Pattern Book is an ideal way to set the tone for this site and put future development in the terms desired by the City. If done well, it can be a model for expressing community desires in built form, both for this site as well for future projects that use the Planned Development zoning mechanism. Most importantly, the Pattern Book can create limits and expectations under which those who develop this site in the future must conform. However, one of the pitfalls of some pattern books or similar zoning control mechanisms is creating a tool that is so prescriptive that either it simply isn't realistic or buildable, or it is so cumbersome that it discourages future investors from even trying.

It is in this balance between "community ideals" and "real estate realities" in which we believe we are uniquely qualified to take on this endeavor. Our planners and architects are equally adept at working for the public sector to create visionary plans and the private sector to create buildable private developments that are responsive to community desires. We do both every day.

The effort will be led by our Urban Design, Planning and Landscape Architecture studio – a group with significant experience working on community-based planning efforts in the metro Atlanta region. Our urban designers bring a sensitivity to the impact building character and scale has on placemaking. We seek to create places that are scaled to people, that are walkable, and that are integrated into their context. We designed and built miles of streetscape, hundreds of acres of open space and collaborated with countless cities on Downtown plans. We will be supported by our mixed-use architects who have deep experience working through complex zoning codes and Planned Development processes for private developers that have resulted in millions of square feet of built, walkable, compatible mixed-use development.

In short, our team of experts can deliver you a product that is driven by community ideals, yet is responsive to the realities of private real estate fundamentals. Finding that perfect balance is what we do best!

Thank you for the opportunity to proposed on this fascinating project and we look forward to working with your and your team!

Sincerely,

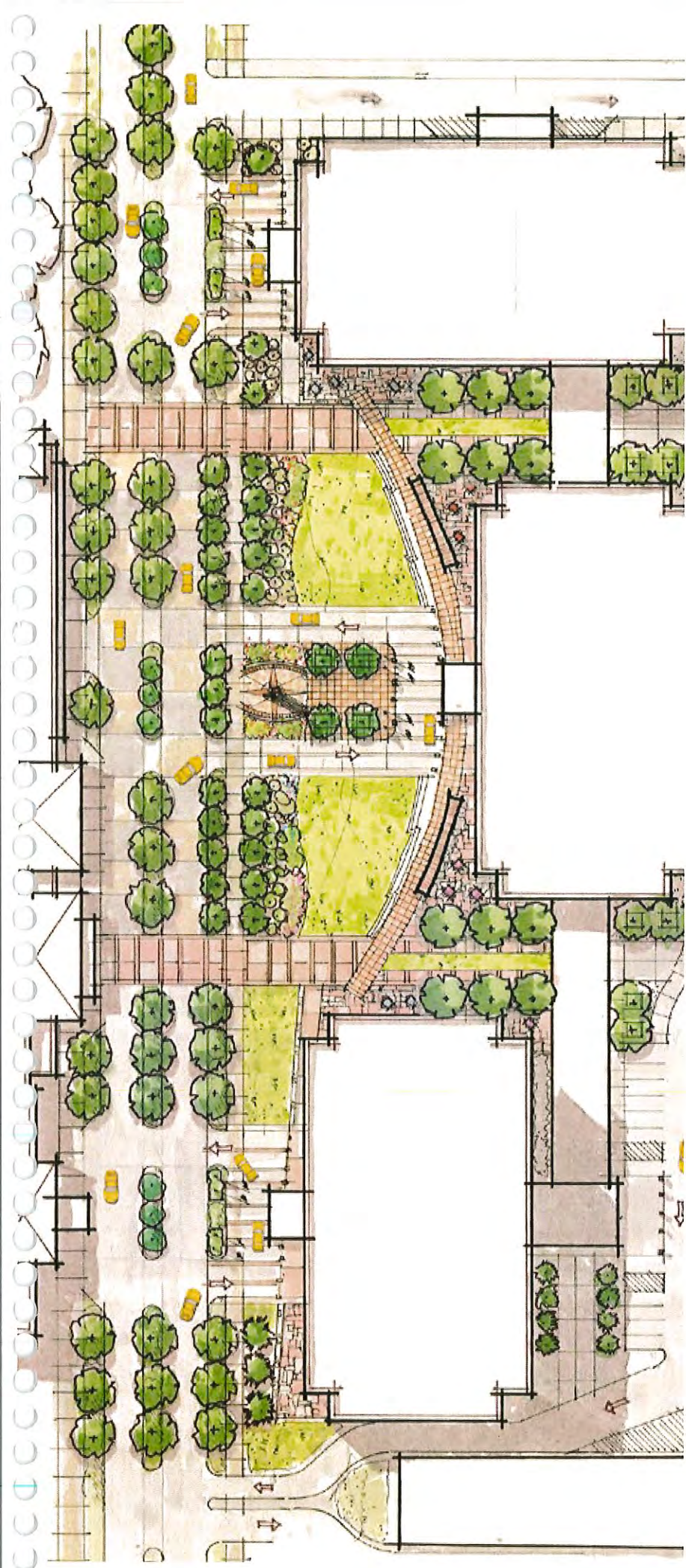


Robert Begle  
Principal | Urban Design, Planning & Landscape Architecture  
D 404-253-2501  
BBegle@lordaecksargent.com



1175 Peachtree Street NE  
Suite 2400  
Atlanta, GA 30361





## Contents

- 01 Technical Approach
- 02 Firm History
- 03 Previous Experience
- 04 References
- 05 Staff Qualifications
- 06 Cost





## Technical Approach

Monroe is one of the more uniquely located cities in Georgia. The city is situated half-way between Atlanta and Athens and lies in the center of a ring of smaller cities including Loganville, Conyers, Covington, Social Circle, Lawrenceville, Winder and Watkinsville. This convenient location helped drive a commuter population base, sustained an antiques tourist market and led to a regional Walmart distribution center. Not surprisingly, the City of Monroe has grown to follow suit with 2021 seeing the City's all-time high in population (estimated). In short, Monroe is a great place to live in that "you can get anywhere from here."

But recent years have also been witness to a different kind of energy in Monroe. Instead of a focus on "going somewhere" people in Monroe are also thinking about "what happens here." Like many cities in America, Monroe's Downtown has been reemerging as a place to be. New storefronts, improved streetscapes, local breweries, Broad Street shops and community events are all enhancing Downtown Monroe as a vibrant and active place. And as Downtown has boomed, new development pressures are coming to bear. Projects like the Monroe Pavilion are providing new opportunities, but are also testing the nature of what Monroe wants to be, how it wants to look, and how it wants to feel.

It can often be difficult to try and react to private development as it is occurring and attempt to wrestle it into a form that is compatible with community values. Which is why the property at 140 Blaine Street is such a unique opportunity for Monroe. As a city-owned piece of land, the future development of this site can be proactively dictated in a manner that sets a tone for new compatible development throughout the City as a whole.

In order to achieve that goal, we believe this study will need to answer several fundamental questions:

- What is the City's vision for new mixed-use development on this site? What does it want to look and feel like?
- Can this vision actually be achieved through eventual redevelopment? Does the vision fit on the site? Is it realistic from a real estate development perspective?
- How can this site become a "place" and not just a "project?" How do you incorporate amenities and placemaking features in a way that enhances both the site and the area around it?
- How can we ensure that new development does not compete with Downtown but rather is complimentary and additive?
- How can we design a Pattern Book that strikes a proper balance of regulatory prescription and certainty versus market flexibility?
- What are the limitations of the City's Planned Development Districts right now?
- What enhancements need to be made to both the specific prescriptions/requirements and to the entitlement process itself?

In order to answer these questions, we offer a simplified 3-month planning process on the pages that follow. We recognize that a final scope and associated fee may need to be negotiated further based on available funding and more in depth conversations. As our clients will attest, we are extremely flexible in how to best achieve the desired outcomes in a way that works best for you. However, we offer the potential scope of services below as a reasonable starting point for discussion:



## Task 1 – Getting Started

This first task will include a quick-hitting research and background effort to help our team come up to speed quickly on the site and its opportunities as well as to confirm project goals with the City. Anticipated tasks include:

- 1.1 **Establish Client Work Team:** Work with City of Monroe Project Manager to determine appropriate small project working group of City staff and stakeholders.
- 1.2 **Client Team Meeting #1:** Kick-Off: Confirm project schedule, scope of services, overall intent, current plan for existing structures. Direct planning team towards available resources. [Virtual meeting format]
- 1.3 **Site Tour:** 1-2 hour site and context tour including surrounding neighborhood/district, walking through existing buildings to remain, photo documenting all existing conditions, etc.
- 1.4 **Review Background Materials:** Review existing city plans including property surveys, floor plans, Comprehensive Development Plan, Livable Centers Initiative, nearby capital projects, known planned developments, etc. Includes plans covering immediate site and Downtown as a whole.
- 1.5 **Review Existing Planned Development Ordinance & Processes:** Understand existing Planned Development Zoning submittal requirements and prescriptions, review recent samples, discuss perceived benefits and limitations with existing planning and zoning staff.
- 1.6 **Stakeholder Interviews (if needed and desired):** Our team will conduct up to three small-group or one-on-one interviews with any internal or external stakeholders identified by the Client Team including extended city staff, elected officials, service providers, end users/operators, adjacent property owners, etc. The goal is to identify any specific needs or limitations affecting future development. [Virtual meeting format]





## Task 2 – Establishing the Vision

This second task will be geared towards understanding and facilitating the City's vision for developing the large surface parking lot on the site.

**2.1 Client Team Meeting #2: Vision Work Session:** Our staff will facilitate a +/-2-hour work session with the Client Team to explore a variety of site development options and features for the site. Our team has extensive experience in leading hands-on exercises in both in person and virtual settings, depending on client comfort level. Exercises will use a combination of 3d building blocks, pictures, real-time sketching and whiteboarding to flesh out the following elements:

- a. Acceptable/compatible building uses and development types
- a. Massing and scale, including setbacks, heights and building lengths
- a. Open spaces and landscape features
- a. Circulation, access and parking, including block lengths, internal streets and pedestrian connections
- a. Architectural and signage character, with a focus on determining which features should be regulated and to what extent (eg. guidelines versus regulations)

**2.2 Vision Testing:** Our team will take the vision ideas explored in the meeting above and test various scenarios to see how the preferred vision elements translate to actual development concepts. Concepts will be illustrated using 3-dimensional modelling software so as to get accurate impressions of scale, height and layout from multiple view angles. Architectural character preferences will be consolidated into an Image Board using sample photographs and labels highlighting key features. Concepts will also be tested against the current Planned Development ordinance to learn what elements of the ordinance need updating in order to achieve the vision.

**2.3 Client Team Meeting #3:** The 3-dimensional site development concepts will be shared in real time using "fly through" techniques in order to solicit feedback from the Client Team. [Virtual meeting format]





## Task 3 – Creating the Pattern Book

This third task will result in draft and final versions of the 140 Blaine Street Pattern Book along with key recommendations for updating the City's Planned Development ordinances.

**3.1 Draft Pattern Book:** Using feedback gained from Client Team Meeting #3, our team will prepare a complete Draft Pattern Book. The book will include these elements (at a minimum):

- a. Rendered Site Master Plan – including building and parking layouts, approximate building areas/unit counts, key dimensions or ranges (as appropriate), and open space locations
- a. Streetscape and Landscape Features – including key features, dimensions, street sections and locations (2 and 3 dimensional graphics)
- a. Design Character – including architectural features, signage parameters.

**3.2 Draft Planned Development Ordinance Updates:** Utilizing lessons learned from the work session and test fitting in Task 2, our team will provide a list of suggested changes to the existing ordinance, both in content and in process as needed. The goal will be to provide clarity, improve functionality, incentivize new development, and ensure compatibility with community desires.

**3.3 Client Team Meeting #4:** Discussion of draft pattern book and Planned Development ordinance suggestions and solicitation of Client Team edits. Client Team can be provided Draft materials in advance. [Virtual meeting format]

**3.4 Planning Commission & City Council Presentations:** Present semi-final drafts of 140 Blaine Street Pattern Book and suggested Planned Development ordinance revisions. [Meeting format as desired by applicable body]

**3.5 Final Pattern Book & Ordinance Suggestions:** Incorporate final Client Team edits as informed by Planning Commission and City Council meetings.





# Who is Lord Aeck Sargent?

Lord Aeck Sargent is a full-service, award-winning landscape architecture, urban design, planning and architecture firm with offices in Atlanta GA, Ann Arbor MI, Chapel Hill NC, Austin TX, Lexington KY, and Washington DC. We share a common mission of providing responsive design, technological expertise and exceptional service in order to provide our clients with the best possible facilities, developments and places that will serve them well into the future. The design staff at Lord Aeck Sargent represents a broad range of experiences in planning, design and construction. Our staff includes registered landscape architects, urban designers, certified planners, registered architects, preservationists, interior designers, costs estimators and zoning specialists. At Lord Aeck Sargent, our goal is to create places that have a restorative, positive impact on their inhabitants and reduce the negative impact of construction on the environment. Our firm has multiple, overlapping practice areas. We frequently collaborate across a variety of areas of expertise in order to arrive at solutions that are holistic and integrated.

## Urban Design & Planning

With a focus on the design of walkable, livable urban communities, we approach the built environment of each community as a "collage" of its unique people, politics and place. We believe in the principles of good urbanism – diversity, connectivity, sustainability. We are known for our strengths in public involvement, graphic communication and implementation strategies. Our plans have resulted in thousands of new housing units, numerous mixed-use developments, first-class schools and institutions, hundreds of acres of new parks and open space, miles of streetscape and dozens of memorable places. Our experience in fostering good communications helps our clients develop projects that "fit" and that are well integrated into the larger community.

## Downtown planning

Either through LAS or our precursor firm Urban Collage, our team of community planners and designers have participated in numerous downtown planning efforts across Georgia and the Southeast. Here is a partial sample of cities and towns where we have played a significant role in downtown planning and zoning:

- Avondale Estates
- Auburn, AL
- Braselton
- Columbus, GA
- Dahlonaga
- Dallas
- Decatur
- Douglas
- Dunwoody
- Fayetteville
- Garden City
- Griffin
- Holly Springs
- Kennesaw
- Newnan
- Norcross
- Palmetto
- Peachtree Corners
- Pensacola, FL
- Snellville
- Social Circle
- Suwanee
- Tucker
- Valdosta

Our downtown planning efforts frequently result in changes to zoning ordinances and development codes in order to set the stage for new development that is compatible with planning visions.

## Mixed-Use Development

Lord Aeck Sargent has worked for hundreds of developers designing and building true mixed-use places. Our projects have ranged in size from single-family, to townhomes, to mixed-use village centers, to higher density urban mixed-use, all with a focus on creating people-oriented places. Many of our private sector developments included complex upfront zoning and entitlement efforts. These typically include stakeholder negotiations, government administrative requirements, design studies and in some cases customized Planned Unit Developments.

## Placemaking

Our communities are shaped by both the architectural quality of their buildings as well as the shared public spaces between those buildings. As part of our holistic practice for the built environment, Lord Aeck Sargent provides expertise in the design of dynamic public spaces, complete streets, and urban amenities. Our placemaking portfolio includes parks and plazas, streetscapes, bike-ped trails, temporary urban interventions and green infrastructure systems.

## Commitment to Diversity and Community

We believe that one of our strengths as a firm is the diversity and breadth of our experience. This philosophy extends into our employment practices and teaming relationships. At LAS, minority and female team members make up 58% of our professional staff– highly exceeding the national average. We proactively seek to include Disadvantaged and/or Small Business Enterprises (DBE/SBE's) consultants on any LAS project where it makes sense for the scope of work and the context. In addition, we believe in giving back to the communities in which we work. This includes numerous pro-bono efforts, community volunteerism by our staff and by participating in such efforts as the OnePlus program ([www.theoneplus.org](http://www.theoneplus.org)), the Just Label ([www.living-future.org/just/](http://www.living-future.org/just/)) and the 2030 Challenge ([www.architecture2030.org/2030\\_challenges/2030-challenge](http://www.architecture2030.org/2030_challenges/2030-challenge)).





Previous Experience





## Avondale Estates Urban Design & Zoning Study

City of Avondale Estates | Avondale Estates, GA | Size: +/-60 acres

In support of the ratification of a new street grid and a rezoning process, the City of Avondale Estates hired Lord Aeck Sargent to develop an Urban Design Framework and zoning assessment for its Downtown core. This study focused on the physical parameters of the public and private realm to ensure that its development would be in harmony with the existing sense of place and the desired future scale of Downtown. Utilizing 2D & 3D modeling, the study addressed street grading, street character, development mass & scale, and potential development scenarios to help articulate the urban design framework in a highly graphic and understandable manner.



## Typical "B" Street Types

### B.1 Street

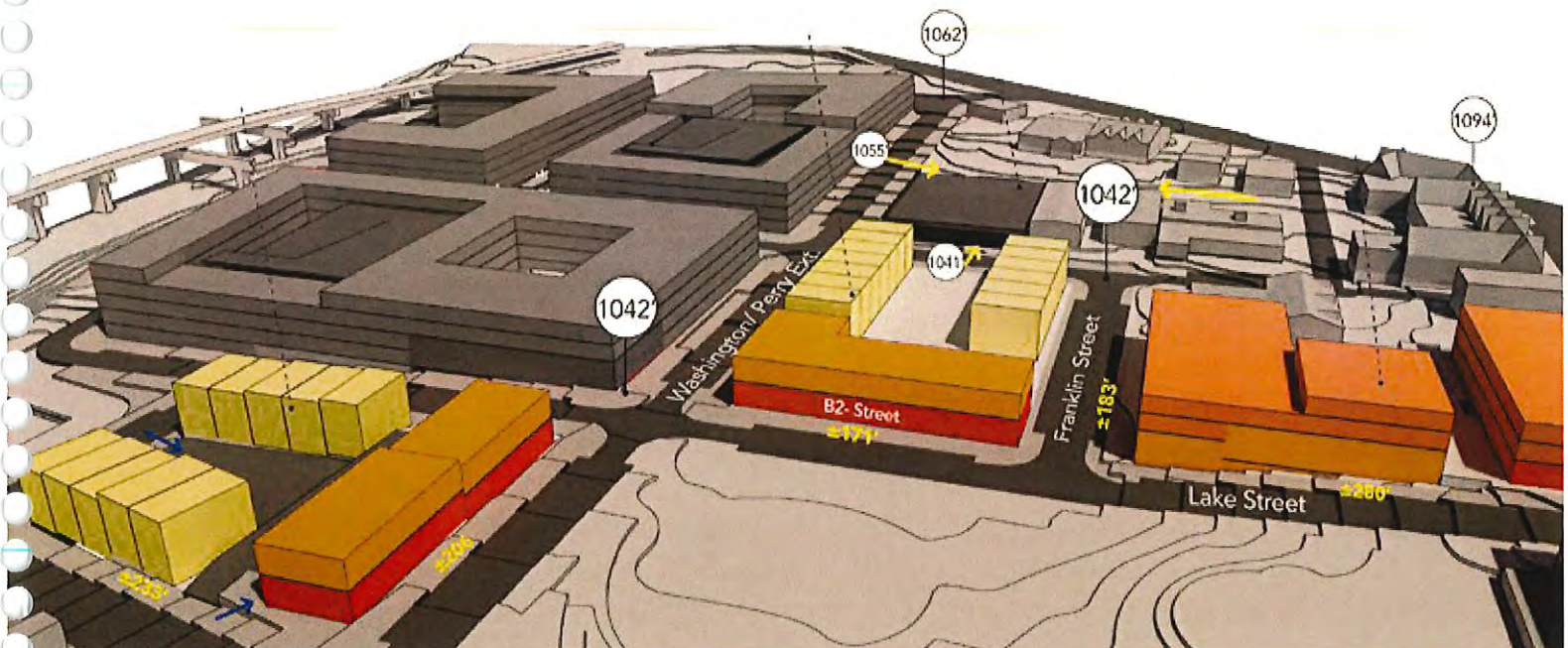
Key multimodal streets connecting Northern Gateway & Stone Mountain Trail to Town Green / Rail Arts District.

- Green infrastructure encouraged in landscape zone or Supplemental Zone. See District Stormwater Framework Plan for locations.
- Multi-use trail to be along west side of Laredo Dr. & south side along Washington St. / Perry St.
- In order to accommodate the multi-use trail, on-street parking for Laredo Drive is recommended on only one side of the street or not at all.

### B.2 Street

Typical Walkable  
Street for new  
street grid frontage.

- Green Infrastructure encouraged in landscape zones in Supplemental Zone. See District Stormwater Framework Plan for locations.





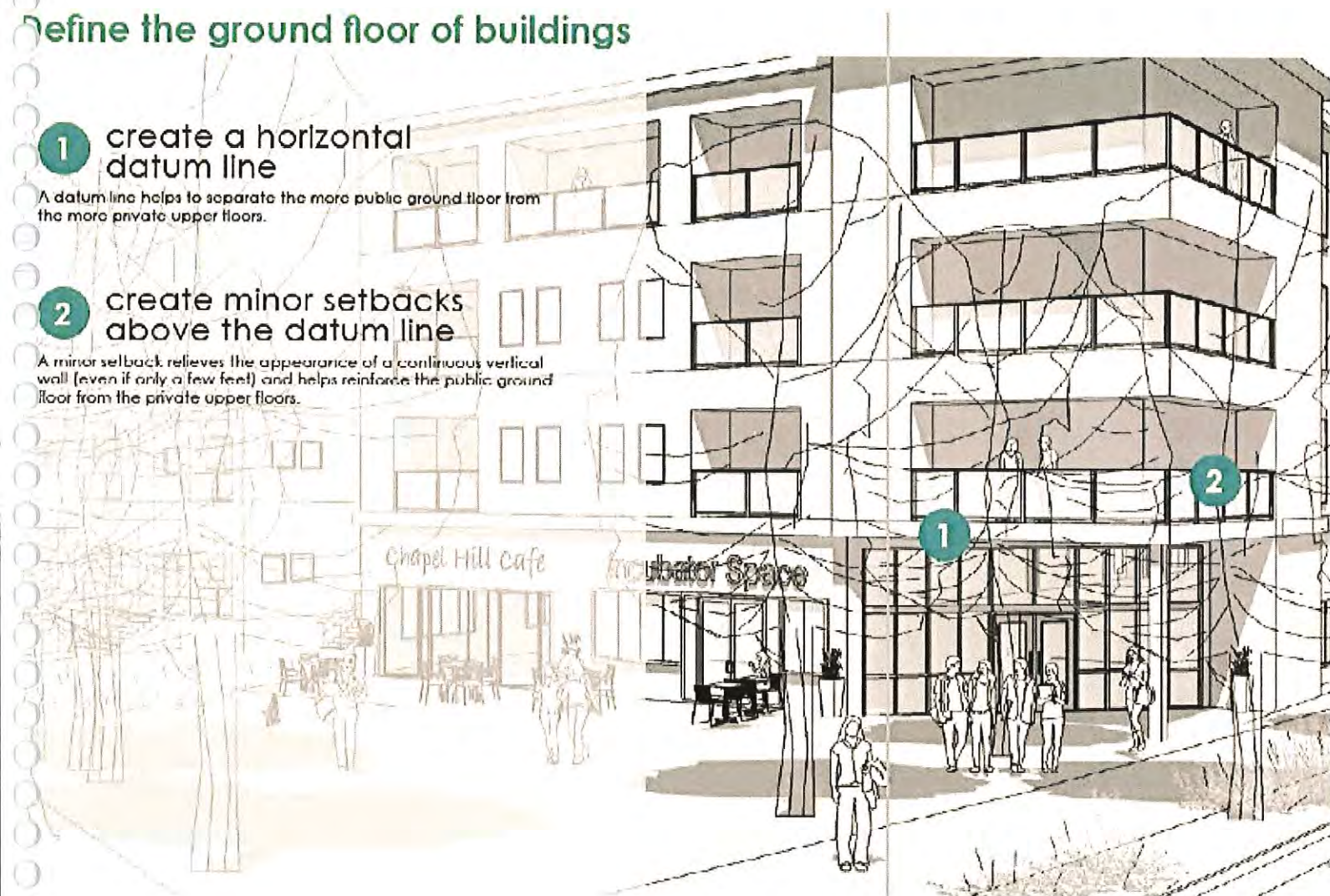
## Define the ground floor of buildings

### 1 create a horizontal datum line

A datum line helps to separate the more public ground floor from the more private upper floors.

### 2 create minor setbacks above the datum line

A minor setback relieves the appearance of a continuous vertical wall (even if only a few feet) and helps reinforce the public ground floor from the private upper floors.



## West Rosemary Street Development Guidelines

Town of Chapel Hill | Chapel Hill, NC | Cost: \$73,000

The West Rosemary Street Development Guide sets forth a commercial and economic development vision for the West Rosemary Street corridor that is feasible from a market perspective and is consistent with the vision statements of the Northside Neighborhood Conservation District (NCD). The project sought to resolve the tension between the goals of neighborhood conservation and economic development that are associated with the zoning overlays along the West Rosemary Street corridor by asking the question, “is it possible to develop a vibrant commercial and economic development corridor along West Rosemary Street that is consistent with the Vision Statements of the Northside NCD?”

The Guide sets out to provide guidance for public, private, and nonprofit groups to make future decisions about this key Downtown corridor. Recommendations for all new development along the corridor require that four key areas are addressed:

- Community benefits (local and minority-owned business, affordable housing, homeownership, and cultural identity)
- Development framework (development opportunities, traffic and safety, open space, green overlay, parking, and transit)
- Public realm (pedestrian experience, inviting public spaces, circulation, and hiding service)
- Building design (defining and activating the ground floor, façade articulation, screening infrastructure, and neighborhood transitions)

The Guide provides a foundation for ongoing collaboration between the Town and the Northside community to address economic development and commercial development issues and opportunities, and provide guidance to Town staff, Town Advisory Boards/Commissions, and project applicants on expectations for the future economic growth of the area.





## 6 encourage the use of canopies

Canopies help to define the ground floor, draw attention to retail spaces, and create more comfortable microclimates for patrons and pedestrians alike.

## 7 allow for pedestrian-scale signage and amenities

Encourage the use of awnings, perpendicular signage, sandwich boards, small urban planters, etc. to provide a human/pedestrian scale to add visual interest.

## 8 denote public and private spaces

Distinguish between public and semi-public uses, such as outdoor seating for bars and restaurants, with a minimum of a change in pavement type to delineate the space.

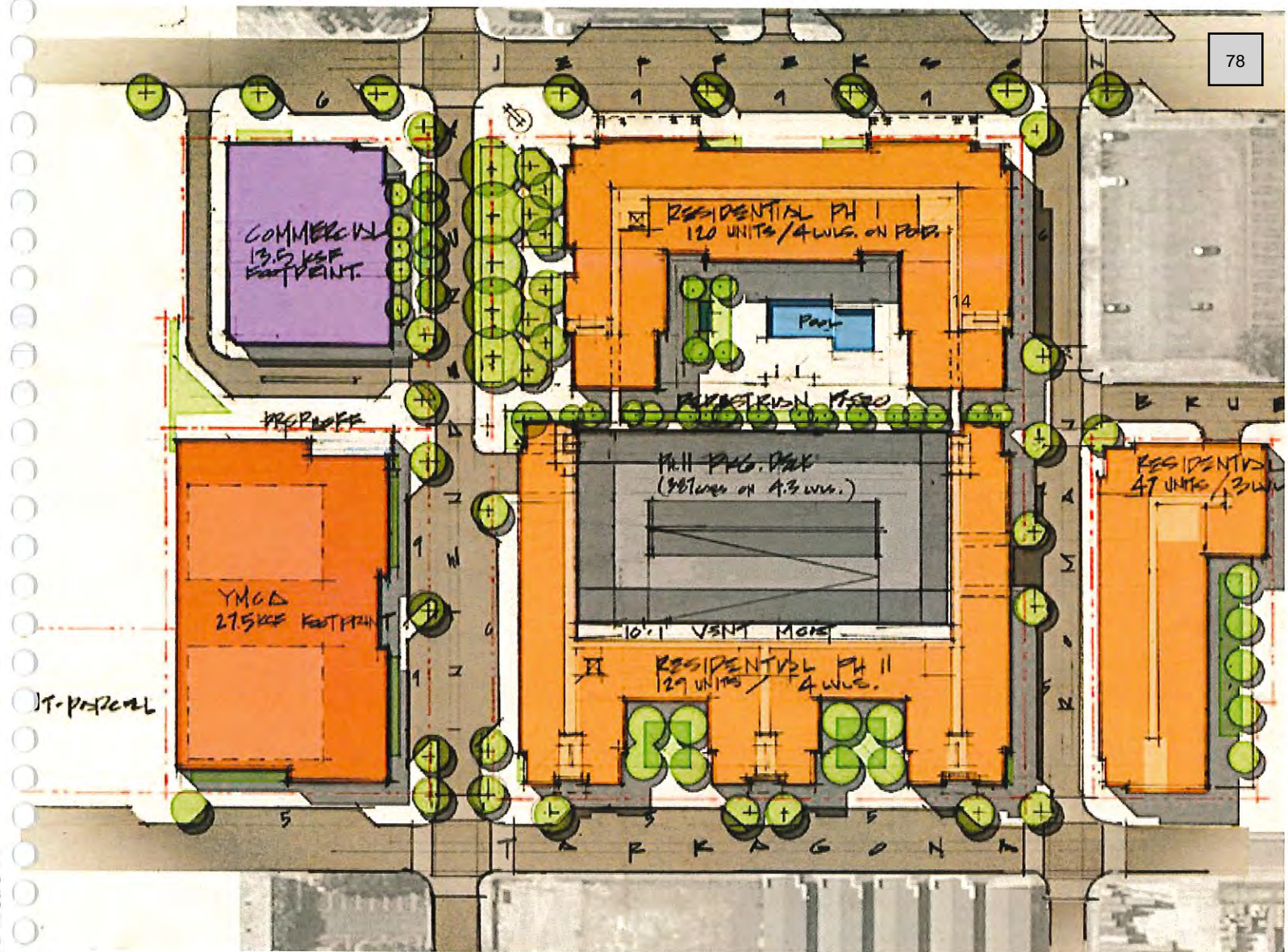
## 9 discourage excessive window tinting

Restrict the amount of window tinting (clear glass only) or spandrel glass at the ground floor unless required for some form of green building certification so that pedestrians can see into ground floor spaces.

Make provisions for types of glass or films that discourage birds from flying into the glass.







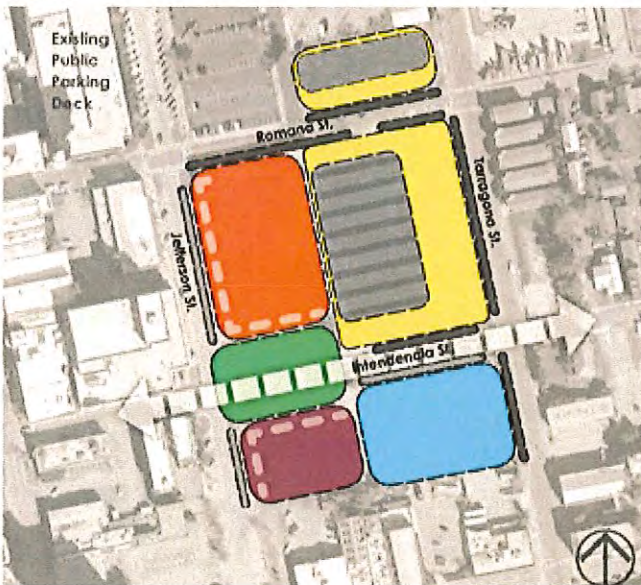
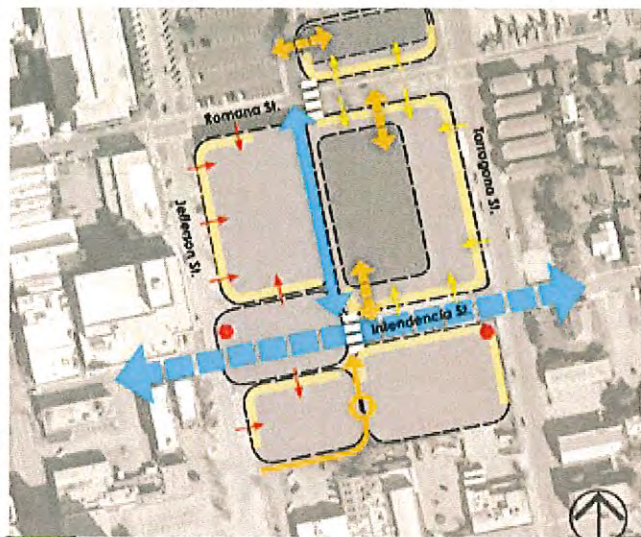
## Pensacola PNJ Site Development Pattern Book

Daily Convo, LLC / The Dawson Company | Pensacola, FL | Cost: \$44,000

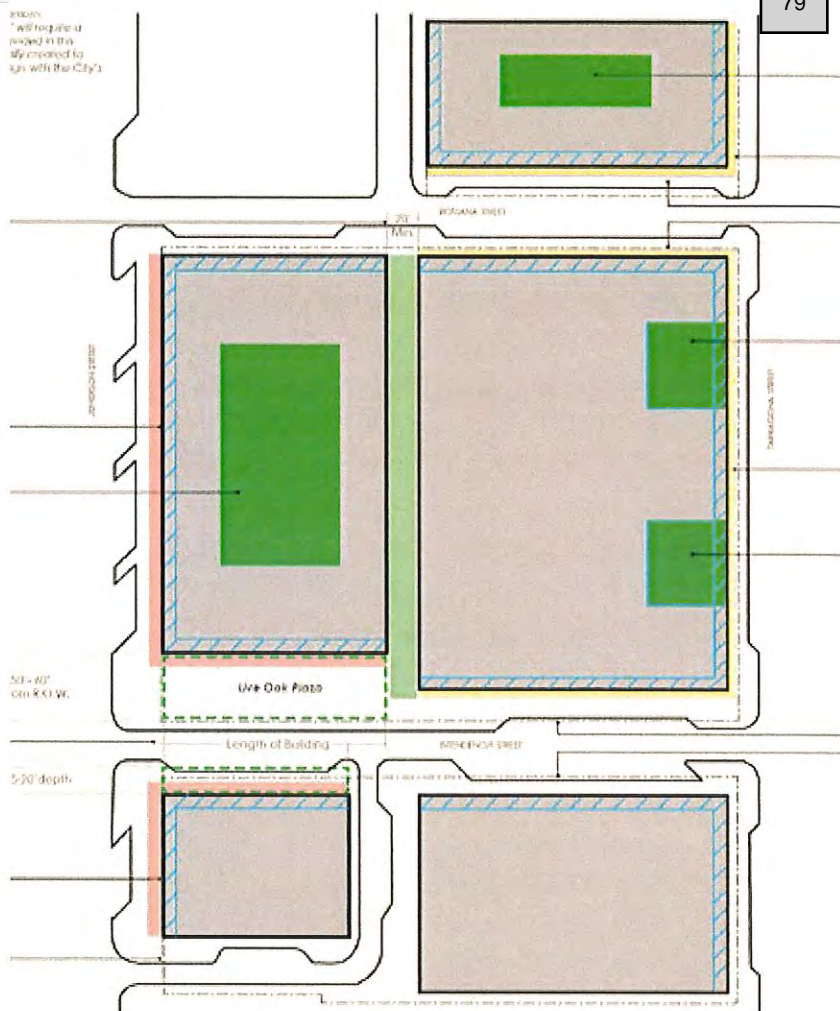
Previously the home of the Pensacola News Journal, this redevelopment site is a 5.85 acre parcel in a pivotal location between the Palafox Historic District and the Seville Historic District in Downtown Pensacola, Florida. This project for a private developer focused on a Place-Making Master Plan created to ensure a consistent vision throughout implementation. Utilizing a series of urban design framework diagrams, the plan emphasizes the relationship between the public realm and the future mixed-use development consisting of retail, residential, a YMCA, and other commercial uses. Concurrently, a focal point of this plan is to accent the existing elements that already create a "sense of place". This includes features such as a plaza designed around several on-site mature Oak trees, the reutilization of historic Spanish bricks within a pedestrian path, and development guidelines that

reinforce the surrounding architectural vernacular. As one of the first developments of its kind in Pensacola, the ultimate goal was to create context-sensitive framework that evokes an appealing identity of its own but also establishes a much needed nexus between the surrounding historic districts.





Notes:  
\* will require a  
review in a  
city created by  
city with the City's



• Small step backs above retail



D.2: Varied architectural expressions/materials



D.3: Appearance of multiple building bays



• Small setbacks at entrances



F: Extended second floor balconies



G: Upper story balconies + step backs

A: Building heights step down at the east end of the project to reflect the smaller scale of the Seville Historic District

- A.1 Jefferson Street Frontages: Mixed-Use Residential = +/- 5 stories tall, Commercial Mixed-Use = +/- 3 stories tall
- A.2 Tarragona Street Frontages: Residential = 3-4 stories tall, YMCA = 2-3 stories tall

B: Break up building massing along Tarragona Street to help transition into the Seville Historic District and reduce exposure of building front to locomotive noise

C: Small building step backs (5-10 feet) at the juncture between storefront retail and upper level used to help reinforce a scale that is compatible with Palatka Place—does not have to be continuous

D: Varied massing/scale features within each block face to avoid a monolithic appearance

- D.1: Varied cornice heights
- D.2: Varied architectural expression/detail/materials
- D.3: Appearance of multiple building bays

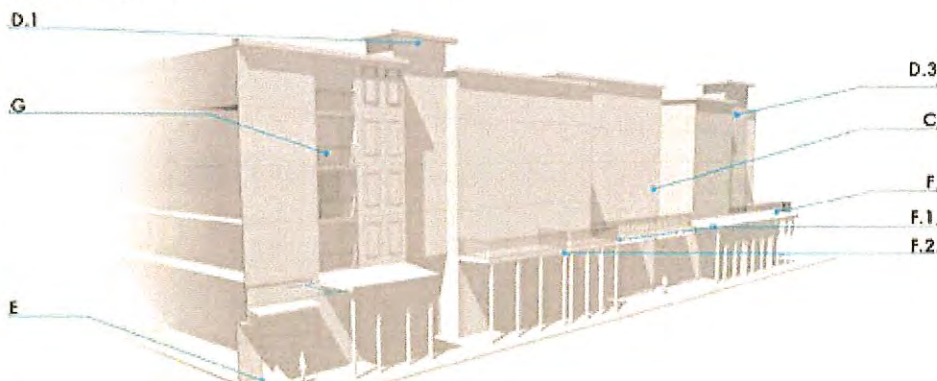
E: Small insets of main building envelope but not necessarily every storefront

F: Use second level balconies or overhangs to create arcades over some storefront retail locations

- F.1: Avoid long, uninterrupted arcades over entire block face
- F.2: Some second level balconies should extend out over public sidewalk right-of-way

G: Upper story residential balconies to create additional "eyes on the street"

## Massing & Scale Guidelines



## A/B: Building Height & Massing







## Asheville Affordable Housing Due Diligence

City of Asheville | Asheville, NC | Cost: \$240,660

The City of Asheville hired Lord Aeck Sargent (LAS) to assess three city-owned “high impact” sites for developing affordable housing in and around downtown. With a recently approved \$25 million Affordable Housing Bond, these sites represent an opportunity to begin to pro-actively address the City’s current gap in affordable units. During the 9-month planning process, LAS performed a wide variety of assessments for each site including: urban design, site suitability for mixed-income housing and mixed-use development, zoning strategies densities and massing, and open space. The potential site development scenarios aligned with detailed economic pro forma scenario testing and affordable housing financing strategies (prepared by Bleakly Advisory Group) to provide the City with a tool to determine the most effective use of bond funds. The final plan document sets the stage for the procurement of a development partner(s).







## Multiple Private Sector Development Clients

We have particular experience in helping our clients achieve their development goals within the framework of the local zoning process. While the process can look different depending on the size and complexity of the project, it often involves a combination of the following services: programming, site analysis, zoning analysis, meeting with the community, meeting with the planning commission, and zoning support design documentation. In short, we help translate development goals into quantifiable/graphic representations to ensure that the project meets the expectations of our development partners and the local community.

Architectural elevation drawing of a multi-story building facade, showing a central section with a brick veneer and side sections with metal and masonry finishes. The drawing includes numerous annotations for materials and finishes, organized into two columns of text with leader lines pointing to the corresponding parts of the facade.

**Left Column Annotations:**

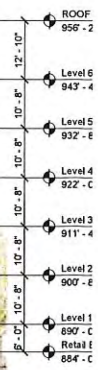
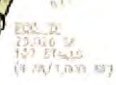
- 3-COAT STUCCO SYSTEM ON METAL LATH
- HEAT-REFLECTIVE ROOF MATERIAL
- ROOF w/ METAL FASCIA
- ACM COLUMN WRAP
- TWO LINE GLASS AND ALUMINUM RAILING AT BALCONY, TYP.
- ALUMINUM WINDOW WALL SYSTEM
- RESIDENTIAL CASEMENT WINDOW w/ METAL INFILL, TYP.
- EXTERIOR MASONRY VENEER (TYPE 1)
- RESIDENTIAL CASEMENT WINDOW/URT w/ METAL INFILL, TYP.
- EXTERIOR BRICK VENEER (TYPE 1)
- CAST STONE SILL
- ACM PANEL REVEAL
- DECORATIVE INFILL PANEL
- ALUMINUM STOREFRONT
- UTILIZE EXISTING REEL REID MATERIAL FOR SITE WALLS
- ALUMINUM STOREFRONT
- UTILIZE EXISTING REEL REID MATERIAL FOR HISTORY WALL

**Right Column Annotations:**

- MASONRY FIREPLACE AND CHIMNEY
- 3-COAT STUCCO SYSTEM ON METAL LATH
- ROOF w/ METAL FASCIA
- ACM COLUMN AND BEAM WRAP
- METAL FASCIA AT BALCONY, TYP.
- RESIDENTIAL ALUMINUM CLAD BILDED DOOR AT BALCONY, TYP.
- TWO LINE GLASS AND ALUMINUM RAILING AT BALCONY, TYP.
- METAL PANEL AT WINDOW WALL SPANDREL, TYP.
- ALUMINUM WINDOW WALL SYSTEM
- METAL PANEL
- DECORATIVE INFILL PANEL
- ACM METAL SURROUND-OPERABLE GLAZED PARTITION















# Organizational Chart



*"After calling Monroe my home for 10+ years, I take special interest in the community. As someone who has seen and experienced the growth of Downtown Monroe, I am very excited to see this next phase of opportunity for the city." - Julia Doolittle*





## Robert Begle

Principal | Project Manager

### Credentials

Masters of Architecture, Georgia Institute of Technology, 1993  
 Bachelor of Science in Architecture, University of Michigan, 1989  
 Enterprise Green Communities Technical Advisor, 2015

### Affiliations

American Planning Association, Member  
 Georgia Planning Association, Member  
 Urban Land Institute  
 • ULI Atlanta, Urban Plan Program Facilitator, 2009 - Present  
 • ULI Technical Assistance Panels, 2003 - Present  
 Georgia Downtown Association, Member, 2014 - 2018  
 Sandy Springs Revitalization Inc.  
 • Board Member, 2006 - 2018  
 • Urban Design Committee Chair, 2006 - 2008  
 Atlanta Public Art Legacy Board, 2004 - 2012

### Project Experience

Avondale Estates Downtown Urban Design & Mobility Study  
 City of Avondale Estates, GA

Oklahoma City Residential Pattern Book  
 Oklahoma City, OK

PNJ Site Mixed Use Development Standards  
 Pensacola, FL

Atlantic Realty – Briarcliff & Clairmont Entitlement Package  
 Atlanta, GA

Midtown Alliance Public Spaces Program, Project Director  
 Midtown Alliance, GA

Downtown Decatur Transitional Zoning  
 Decatur, GA

Auburn Downtown Master Plan  
 Auburn, AL

Douglas Downtown Master Plan  
 Douglas, GA

Brookhaven/Peachtree Overlay Zoning District  
 DeKalb County, GA

Buckhead SPI-9 Zoning Code Update  
 Atlanta, GA

Milton State Route 9 Design Guidelines  
 Milton, GA

Phenix City Commercial Redevelopment Guidelines  
 Phenix City, AL

Rosewood Hills Design Guidelines Pattern Book  
 Columbia, SC





**Travis Ridenbaugh** RA  
 Director, Housing & Mixed Use,  
 Mixed-Use Architect

#### Credentials

Registered Architect: GA  
 Master of Architecture, Georgia Institute  
 of Technology, 2004  
 Bachelor of Science, Architecture, Ohio  
 State University, 2001  
 NCARB Certificate Holder

Travis has extensive design experience across a broad range of project and building types. He approaches each project as a collaboration, both listening to the client's needs and communicating with them to arrive at a true understanding of what they would like the design to embody.

Travis has coordinated design team documents from preliminary vision, through entitlement and zoning up to construction administration for large scale building projects. His ability to multi-task under time pressure, listen and communicate effectively, and integrate vastly different people and personalities toward a common goal, allows him to coordinate complex design problems from concept through delivery.

#### Project Experience

**The Metropolitan Birmingham**  
 Bomasada Group, Inc., Birmingham, AL

**The Charles**  
 The Loudermilk Companies, Atlanta, GA

**Seventh Midtown**  
 The Loudermilk Companies, Atlanta, GA

**Modera Morningside**  
 Mill Creek Residential Trust, Atlanta, GA

**Anthem on Ashley**  
 North American Properties | Atlanta, GA

**Edge on the BeltLine**  
 North American Properties, Atlanta, GA

**Buckingham Louisville**  
 Buckingham Companies, Louisville, KY

**Novel Music Row**  
 Crescent Communities, Nashville, TN

**Lee Davis Park**  
 Lee Properties Group, Raleigh, NC



## Julia Doolittle

Urban Designer

### Credentials

Masters of Urban Planning and Design,  
University of Georgia, 2020  
Bachelor of Landscape Architecture,  
University of Georgia, 2020

### Affiliations

American Society of Landscape  
Architects, Member (ASLA)  
National Olmstead Scholar, 2020

Julia Doolittle recently graduated from the University of Georgia with a Bachelors in Landscape Architecture and a Masters in Urban Planning & Design. She has been serving as a graduate assistant at UGA and interning in both landscape architecture and interior design. Julia has an appreciation of the wholistic approach to design, specifically focusing on the interaction between architecture, landscape architecture, planning, and interior design. Her research consists of an in-depth study of design standardization and the ways in which design standards affect the built-environment.

### Project Experience

**Avondale Estates Urban Design Consulting**  
City of Avondale, Avondale, GA

**Atlantic Realty - Briarcliff & Clairmont Entitlement Package**  
Atlanta, GA

**Campus Hardscape & Pedestrian Spaces**  
Morehouse School of Medicine, Atlanta, GA

**Little 5 Points Mobility Study**  
Atlanta, GA

**Bank of America Plaza Redesign**  
Atlanta, GA

**Atomic - Pratt Pullman Landscape Architecture**  
Atlanta, GA

**Camp Twin Lakes Rutledge II**  
Rutledge, Georgia

**Midtown - 15th & Peachtree Street Update**  
Atlanta, GA

**Schall Woodland**  
Oglethorpe University, Brookhaven, GA

**Midtown Alliance Public Spaces Program**  
Atlanta, GA

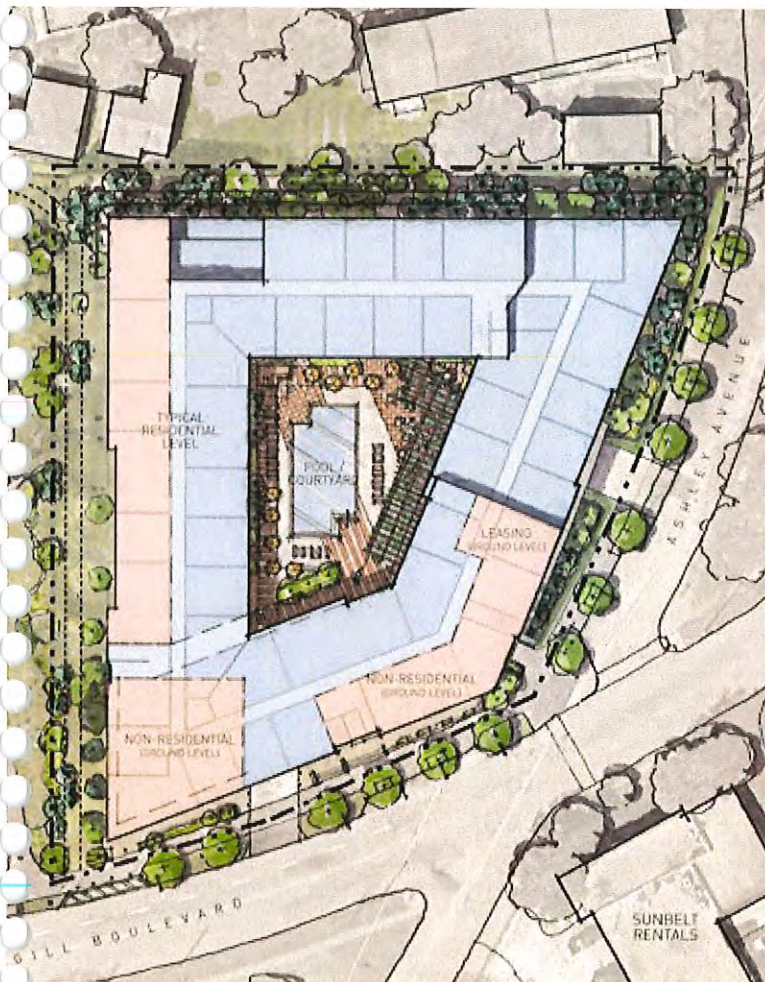
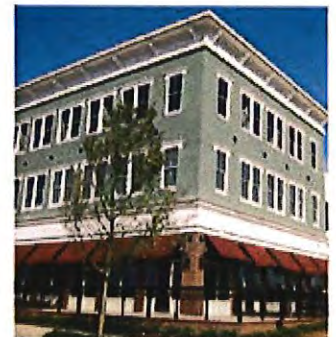
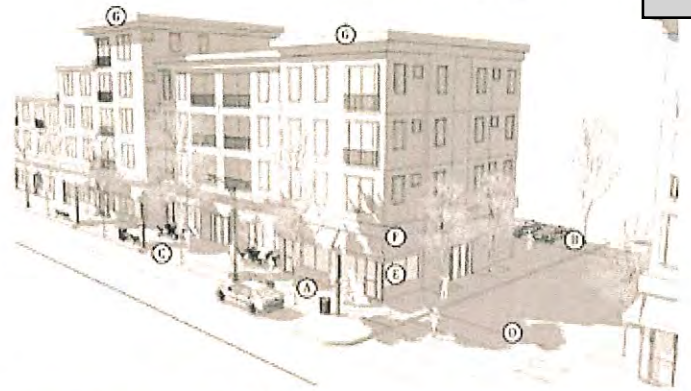
# Cost

Lord Aeck Sargent recognizes that these are unique times and municipal budgets are, and will continue to be, under threat. In the effort to be good stewards of public money, and as a demonstration of our interest for this fascinating effort, we have incorporated several "value add" mechanisms into our proposed fee:

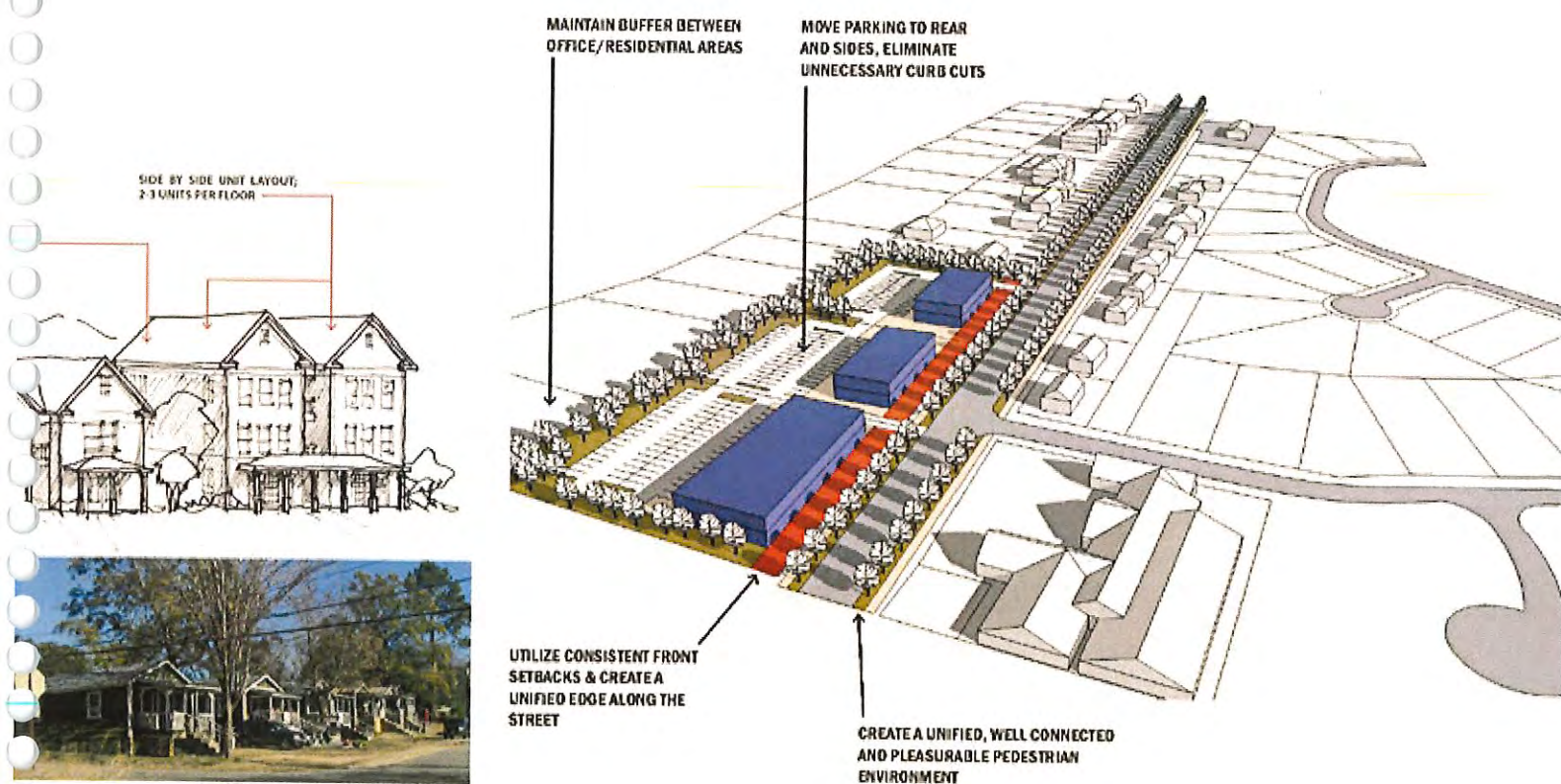
- The fees outlined above are based on an estimated amount of labor time needed to complete each task with an associated applied hourly rate multiplier. In this case, the multiplier we are using represents rates that are generally 10% less than our typical billable hourly rates.
- We are flexible as to how you want to structure the fee. We typically provide our services for a "lump sum fee" to be billed on a monthly basis throughout the project. But we are willing, at your discretion, to work on an hourly, not-to-exceed basis if preferable and will commit to using rates generally 10% less than our typical billable rates.
- We commit to forgoing our usual allowance for reimbursable expenses and will not charge for any printing, vehicle mileage, fuel, food, materials, lodging, outside vendor costs, etc.
- All administrative labor costs for processing invoices, contract review, timesheets, project tracking, etc. will be provided free of charge.
- In order to reduce labor costs associated with the time driving from our Atlanta office to Downtown Monroe, we are proposing that many of the meetings described above be conducted in a virtual format (which we've had great success at doing...also good for the environment!). At your discretion, we are willing to convert some of those to in person formats if preferred but will still not charge for any labor time associated with the drive.
- We are willing to structure our contract such that you have the ability to stop work at any time and are only responsible for compensating us for work completed up to the time you give us notice to stop work.
- In the event that we have misunderstood the intent of your RFP, we are fully prepared to revisit and revise our proposed fees and scope of services further at the appropriate time and in the effort to match available resources.

TASK #1:	Getting Started	\$ 5,900
TASK #2:	Establishing the Vision	\$12,600
TASK #3:	Creating the Pattern Book	\$19,700
TOTAL PROPOSED PROJECT FEES:		\$38,200













THANK YOU!



## PROCLAMATION CITY OF MONROE GA

**WHEREAS**, we have a responsibility as individuals, neighbors, community members and residents to recognize that all children need love, support, security and a place to call home; and

**WHEREAS**, currently in Walton County more than 51 families are certified by the Department of Family Services to provide caring, safe and nurturing homes for children and youth in foster care; and

**WHEREAS**, Alcovy CASA (Court Appointed Special Advocates) serves our children in foster care with community volunteers and reports to the Juvenile Judge on the best interest of the children they serve; and

**WHEREAS**, we must come together as a community to recognize the important role foster parents play in caring for children who have experienced abuse and neglect, supporting family reunification and building strong communities; and

**WHEREAS**, we must come together as a community to recognize the vital role a CASA Volunteer has in the life of a child in foster care in caring for their best interest and being the voice of the child; and

**WHEREAS**, during National Foster Care Month we celebrate all those who have invited a child in need into their hearts and homes and express our profound appreciation for those who make foster care possible;

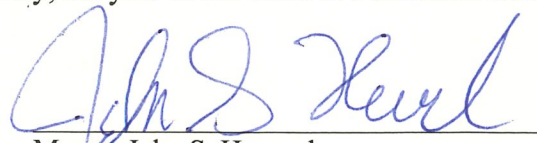
**NOW, THEREFORE, I, JOHN HOWARD, MAYOR OF THE CITY OF MONROE**, do hereby proclaim May 2021 as

### **FOSTER CARE, CASA, AND FOSTER FAMILY RECOGNITION MONTH**

in the City of Monroe and urge all residents to volunteer their time and talents on behalf of children in foster care and to support and recognize the commitment of foster families and professional staff who work with these children and youth.

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and caused to be affixed the Great Seal of the City of Monroe, Georgia, this 1<sup>st</sup> day of May, the year of our Lord two thousand twenty one.



  
\_\_\_\_\_  
Mayor John S. Howard  
Monroe, Georgia



## PROCLAMATION CITY OF MONROE, GEORGIA

### A PROCLAMATION TO POSTHUMOUSLY HONOR CAPTAIN JOSEPH LOCKLIN OF THE CITY OF MONROE FIRE DEPARTMENT FOR HIS 29 YEARS OF SERVICE TO THE CITIZENS OF MONROE AND WALTON COUNTY

**WHEREAS**, in 1976, Joe Locklin began his career at the City of Monroe Fire Department and served under four Fire Chiefs until his retirement in 2008; and,

**WHEREAS**, during his 29 years of service, Captain Locklin served as a firefighter and driver, rising through the ranks in numerous positions before his final promotion as a Captain; and,

**WHEREAS**, during his time with City of Monroe Fire Department, Captain Locklin witnessed significant change and provided much mechanical knowledge to the Fire department; and,

**WHEREAS**, Captain Locklin served the citizens of Monroe and Walton County with distinction and was held in high esteem by his colleagues; and,

**WHEREAS**, it is recognized that Captain Locklin passed away on May 30, 2020 and will be greatly missed by those whose lives he affected.

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

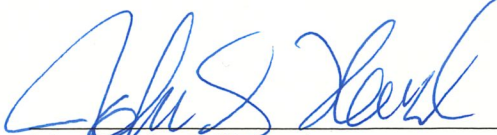
### CAPTAIN JOSEPH LOCKLIN

be, and is hereby, recognized and posthumously honored by the City of Monroe, Mayor and Council for his 29 years of meritorious service to the citizens of Monroe; and, be it

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

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



  
\_\_\_\_\_  
Mayor John S. Howard  
Monroe, Georgia



## PROCLAMATION CITY OF MONROE, GEORGIA

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

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

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

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

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

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

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

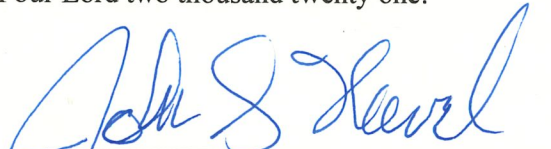
### CAPTAIN HUBERT HAWKINS

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

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

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



  
\_\_\_\_\_  
Mayor John S. Howard  
Monroe, Georgia





**To:** Planning and Zoning / City Council  
**From:** Patrick Kelley  
**Department:** Planning, Zoning, Code and Development  
**Date:** 03-31-2021  
**Description:** Variance request at 803 E. Spring St.

**Budget Account/Project Name:** NA

**Funding Source:** 2021 NA

**Budget Allocation:** NA

**Budget Available:** NA

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

**Recommendation:** *Staff recommendation is approval without conditions*

**Background:** This property is adding a 2000 sq. ft. to an existing Orthodontic office and increasing in total parking spaces above the permitted 120% maximum based on required parking. This property will remain under the 60% maximum impervious surface area permitted by the zoning ordinance. The area of additional parking could be paved whether utilized as parking or not.

**Attachment(s):** Application, supporting documents and Variance Staff report.



**Planning  
City of Monroe, Georgia  
VARIANCE STAFF REPORT**

---

**APPLICATION SUMMARY**

**VARIANCE CASE #:** VAR-000097-2021

**DATE:** March 26, 2021

**STAFF REPORT BY:** Brad Callender, City Planner

**APPLICANT NAME:** 803 Spring LLC

**PROPERTY OWNER:** 803 Spring LLC

**LOCATION:** Northeast corner of E Spring Street and Bryant Road – 803 E Spring Street

**ACREAGE:** ±0.676

**EXISTING ZONING:** B-3 (Highway Business District)

**EXISTING LAND USE:** Fully developed site with an orthodontic office building and parking area.

**ACTION REQUESTED:** The owner is requesting a variance for this property to allow more parking spaces than permitted by the Zoning Ordinance.

**STAFF RECOMMENDATION:** Staff recommends approval of this variance request as submitted without conditions.

**DATES OF SCHEDULED PUBLIC HEARINGS**

**PLANNING COMMISSION:** April 20, 2021

**CITY COUNCIL:** May 11, 2021

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**REQUEST SUMMARY**

**VARIANCE REQUEST SUMMARY:**

The applicant is requesting approval of a variance in order to construct more parking spaces than allowed under Section 520.3 of the Zoning Ordinance. Section 520.3 limits the maximum parking on a site to 120% of the minimum number of parking spaces required under Table 3, unless a variance is approved to increase the number of parking spaces beyond 120%. The applicant is requesting the variance in order to construct 27 parking spaces, which is 163% of the minimum number of required off-street parking spaces. The applicant states the need for a large amount of parking is due to the unique nature of the business. This proposed 2,000 square foot expansion of the existing office building requires consideration for a Certificate of Appropriateness from the Corridor Commission.

**PROPOSED PROJECT SUMMARY:**

- Orthodontic Office
  - Total Building Floor Area – 5,416 Sf
    - Proposed Building Addition – 2,000 Sf
    - Existing Office Floor Area – 3,416 Sf
  - Required Parking (Zoning Ordinance – Section 520.3)

- 3 spaces / 1,000 Sf & 1 space per employee – 17 parking spaces
- 120% max parking allowed – 21 parking spaces
- Requested Parking
  - 27 parking spaces or 163% of required minimum number of parking spaces

---

### **STAFF ANALYSIS**

THE ANALYSIS OF THE APPLICATION IS MADE BASED UPON THE “STANDARDS FOR VARIANCE APPLICATION DECISIONS” AS SET FORTH IN SECTION 1430.6 OF THE *CITY OF MONROE ZONING ORDINANCE*.

- (1) **Whether there are extraordinary and exceptional conditions pertaining to the subject property because of size, shape, or topography:** The size, shape, and topography of the site are not the basis for this variance request.
- (2) **Whether the literal application of this Ordinance would create an unnecessary hardship:** No undue hardship is created through a literal application of the Zoning Ordinance.
- (3) **Whether the variance would not cause substantial detriment to the public good or impair the purposes or intent of this Ordinance:** If approved, this variance will not cause substantial detriment to the public good or impair the purposes or intent of the zoning ordinance.
- (4) **Whether a variance will no confer upon the property of the applicant any special privilege denied to other properties in the district:** If approved, this variance will not confer upon the property any special privileges denied to other properties in the same zoning district. This variance request does not result in greater building area or density otherwise permitted by the Zoning Ordinance.
- (5) **Whether the special circumstances surrounding the request for the variance are not the result of acts by the applicant:** Section 520.3 of the Zoning Ordinance contains a provision that allows for a variance to be considered in order to exceed 120% of the minimum number of required parking spaces. This provision under Section 520.3 is the basis for this variance request.
- (6) **Whether the variance is not a request to permit a use of land, buildings, or structures which is not permitted by right or by conditional use in the district:** The proposed use and structures in this request are permitted by right in the underlying B-3 zoning district.
- (7) **Whether the zoning proposal is consistent with the construction and design standards and design criteria adopted by the City of Monroe:** The proposed development appears to be consistent with the construction and design standards and criteria adopted by the City.
- (8) **Whether the variance is the minimum variance that will make possible an economically viable use of the land, building, or structure:** The requested variance is likely the minimum variance required to use the property in a manner desired by the applicant.

---

### **STAFF RECOMMENDATION**

Based upon the City Council’s policies, decision making criteria and standards outlined in the Zoning Ordinance of the City of Monroe, staff recommends approval of the requested variance as submitted without conditions to increase the minimum number of parking spaces greater than 120% allowed on the site.





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

## Plan Report

Plan NO.: VAR-000097-2021

Plan Type: Variance

Work Classification: Variance

Plan Status: In Review

Apply Date: 03/22/2021

**Expiration:**

Location Address

Parcel Number

803 E SPRING ST, MONROE, GA 30655

M0130098

Contacts

803 SPRING LLC **Applicant**  
2295 VINTAGE DR, WATKINSVILLE, GA 30677  
(770)310-3560 practiceadmin@grayorthodontics.com

**Description:** REQUEST FOR VARIANCE OF ARTICLE V, SECT 520, TABLE 3 OF ZONING ORDINANCE - P&Z MTG 4/20/2021 @ 5:30 PM - COUNCIL MTG 5/11/2021 @ 6:00 PM  
215 N BROAD ST

Valuation: \$0.00

Total Sq Feet: 0.00

Fees	Amount
Commercial Rezone or Variance Fee	\$200.00
<b>Total:</b>	<b>\$200.00</b>

Payments	Amt Paid
<b>Total Fees</b>	<b>\$200.00</b>
Check # 1022	\$200.00
<b>Amount Due:</b>	<b>\$0.00</b>

Condition Name

Description

Comments

*Debbie Adkinson*

Issued By:

March 22, 2021

Date

Plan\_Signature\_1

Date

Plan\_Signature\_2

Date



Variance Conditional Use Application

Application must be submitted to the Code Department 30 days prior to the Planning & Zoning

Meeting of: 4/20-5/11

**Your representative must be present at the meeting**

Street address 803 East Spring St. Council District 4 / 8 Map and Parcel # M0130098  
 Zoning B-3 Acreage 0.676 Proposed Use ORTHODONTICS Road Frontage 151.45 ft. / on  
EAST SPRING ST. (street or streets)

Applicant  
 Name 803 SPRING, LLC.  
 Address 2295 VINTAGE DR. WATKINSVILLE, GA 30677  
 Phone # 770-310-3560

Owner  
 Name 803 SPRING, LLC.  
 Address 2295 VINTAGE DR. WATKINSVILLE, GA 30677  
 Phone # 770-310-3560

Request Type: (check one) Variance ☒ Conditional Use ☐

Nature of proposed use, including without limitation the type of activity proposed, manner of operation, number of occupants and/or employees, hours of operation, number of vehicle trips, water and sewer use, and similar matters:  
PROPERTY IS CURRENTLY USE AS AN ORTHODONTICS OFFICE. PLANNED EXPANSION  
ACCOMMODATE AN ADDITION OF 2,000 SF TO EXISTING BUILDING.

State relationship of structure and/or use to existing structures and uses on adjacent lots;  
THE PROPERTY IS CURRENTLY ZONED B3. THE PROP. TO THE NORTH IS ZONED R1A.  
THE PROP. TO THE EAST IS ZONED B3. THE SOUTH AND WEST IS BOUNDED BY ROADS.

State reason for request and how it complies with the Zoning Ordinance section 1425.5(1)-(10) & 1430.6(1)-(8):  
DUE TO THE LACK OF PARKING SPACES FOR THE EXISTING FACILITY AND THE NATURE  
OF THE BUSINESS, WHICH REQUIRES HIGH PARKING COUNT.  
WE ARE REQUESTING A VARIANCE TO MEET OUR PARKING NEED.

State area, dimensions and details of the proposed structure(s) or use(s), including without limitation, existing and proposed parking, landscaped areas, height and setbacks of any proposed buildings, and location and number of proposed parking/loading spaces and access ways:  
THE SITE REQUIRED 17 PARKING SPACES. THE CITY ALLOW FOR A MAX. OF 120% OF THE  
REQUIRED, WHICH IS 21 SPACES. OUR NEED IS 27 PARKING SPACES, THEREFORE  
REQUESTING A VARIANCE TO ALLOW FOR AN ADDITIONAL 6 PARKING SPACES.

State the particular hardship that would result from strict application of this Ordinance:  
DUE TO THE NATURE OF OUR BUSINESS WHICH REQUIRED HIGH NUMBER OF EMPLOYEES AND CLIENTS. WE ARE  
REQUESTING A VARIANCE TO PROVIDE FOR PARKING SPACES ABOVE THE MAXIMUM ALLOWED BY THE CITY.

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

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



Documents to be submitted with request:

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

Application Fees:

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

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

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

Signature [Signature] Date: 3/19/21

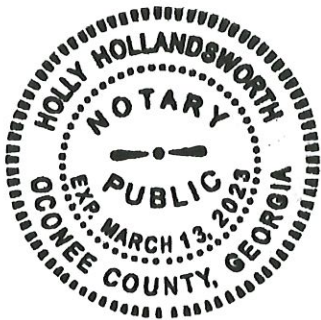
PUBLIC NOTICE WILL BE PLACED AND REMOVED BY THE CODE DEPARTMENT  
SIGN WILL NOT BE REMOVED UNTIL AFTER THE COUNCIL MEETING.

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

Signature [Signature] Date: 3/19/2021  
Date: \_\_\_\_\_

Notary Public  
Commission Expires: 3/13/2023

I hereby withdraw the above application: Signature \_\_\_\_\_ Date \_\_\_\_\_



Deed Doc: WD Rec#: 237162  
**Recorded 03/16/2015 02:47PM**  
 Georgia Transfer Tax Paid : \$0.00  
 KATHY K. TROST  
 Clerk Superior Court, WALTON County, GA  
 Bk **03749** Pg **0414-0417**

After recording return to:  
 Thomas E. Raines, PC  
 3740 Davinci Court, Suite 430  
 Norcross, Georgia 30092

### LIMITED WARRANTY DEED

STATE OF GEORGIA  
 COUNTY OF GWINNETT

THIS INDENTURE, made effective as of the 1<sup>st</sup> day of January, 2015, between **MARK A. GRAY**, a Georgia resident ("**Grantor**"), in favor of **803 SPRING, LLC**, a Georgia limited liability company ("**Grantee**");

### WITNESSETH THAT:

Grantor, for and in consideration of the sum of Ten and No/100 U.S. Dollars (\$10.00), lawful money of the United States of America, to it in hand paid by Grantee, at or before the unsealing and delivery of these presents, the receipt of which is hereby acknowledged, has granted, bargained, sold, aliened, remised, released, conveyed and confirmed and by these presents does grant, bargain, sell, alien, remise, release, convey and confirm unto Grantee and its successors and assigns forever, the parcel of land, with the building and improvements thereon erected, situate, lying and being in the County of Walton, State of Georgia, and more particularly described on the attached Exhibit "A" (the "**Property**").

TOGETHER with all singular the tenements, hereditaments and appurtenances thereunto belonging or in any way appertaining thereto.

TO HAVE AND TO HOLD the same in fee simple forever.

AND Grantor hereby specially warrants the title to the Property and will defend the same against the lawful claims of any persons claiming by, through or under Grantor, but against none other.



IN WITNESS WHEREOF, Grantor has caused these presents to be executed the day and year first above written.

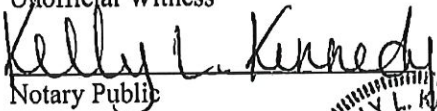
Signed, sealed and delivered in the presence of:

SELLER:



Unofficial Witness

  
MARK A. GRAY



Notary Public

My Commission expires:

[Notary Seal]



SEAL AFFIXED

## EXHIBIT "A"

## LEGAL DESCRIPTION

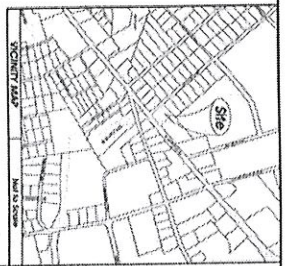
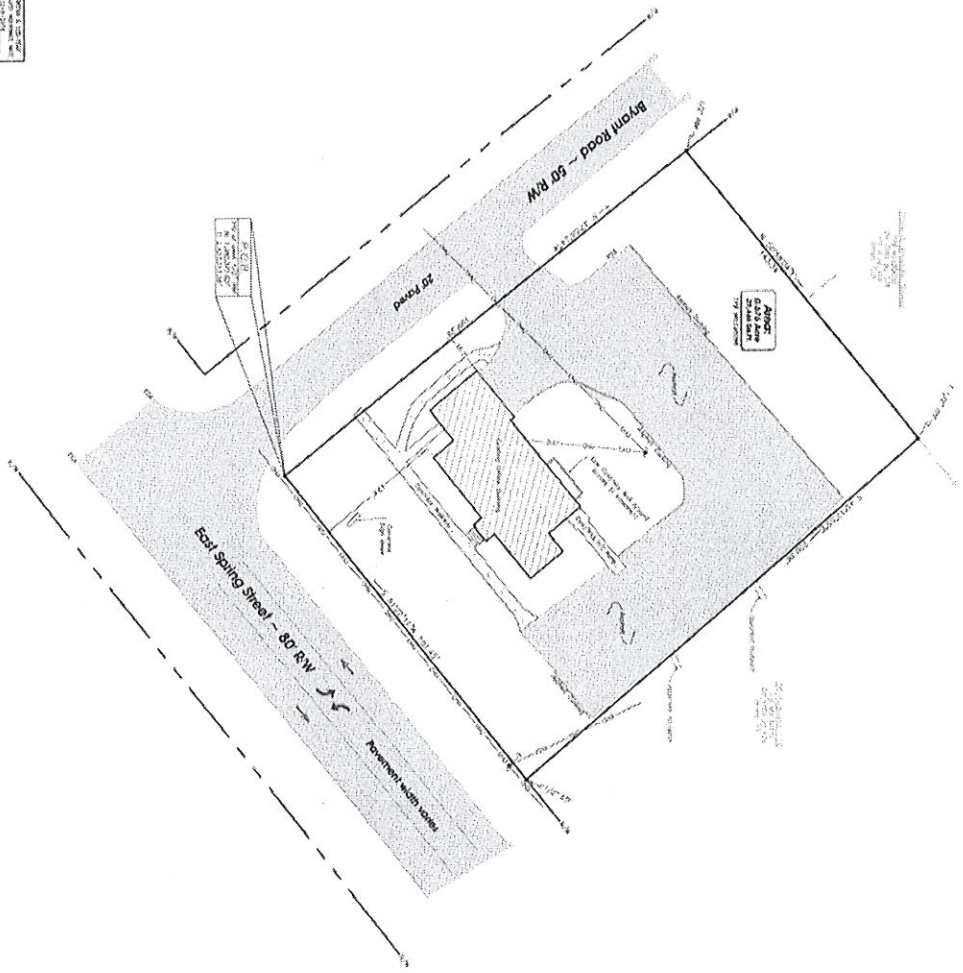
All that tract or parcel of land lying and being Walton County, Georgia, being Lot 30 and the west half of Lot 31 of T.M. Bryant Subdivision, in the City of Monroe, according to plat recorded in Plat Book 3, page 128, Walton County Records, and according to individual plat recorded in Plat Book 3, page 312, Walton County Records, and being more particularly described as follows:

BEGINNING at an iron pin at the corner formed by the intersection of the northwesterly side of E. Spring Street (also known as U.S. Highway #78, and State Road #10), and the northeasterly side of Bryant Road; thence running northeasterly along the northwesterly side of E. Spring Street, one hundred fifty (150) feet to an iron pin on the southwesterly line of property now or formerly owned by James B. and Louise B. Edwards; thence north 40 degrees west along the southwesterly line of said Edwards property two hundred and four tenths (200.4) feet to an iron pin on the southeasterly line of property now or formerly owned by Tom Bryant; thence south 50 degrees west along the southeasterly line of said Bryant Property one hundred fifty (150) feet to the iron pin on the northeasterly side of Bryant Road; thence running southeasterly along the northeasterly side of Bryant Road two hundred (200) feet to the iron pin at the point of beginning, being improved property.



### COGNITIVE SUBSTRATE

- [illegible]



Example: Analyze differences in the number of birds per 100 m<sup>2</sup> at the three locations for the year of 1997.

Model:

$$Y_{ijk} = \mu + \alpha_i + \beta_j + \gamma_k + \epsilon_{ijk}$$

where  $Y_{ijk}$  = the number of birds per 100 m<sup>2</sup> at the  $i$ th location, the  $j$ th date, and the  $k$ th observer.

[illegible]

CONSULTING INC

**COMPREHENSIVE ENGINEERING SERVICES**  
CIVIL ENGINEERING  
LAND SURVEYING  
LAND PLANNING  
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2410 JONES MONUMENTAL ROAD  
SUITE 7017  
DALLAS, TEXAS 75244

www.ABConsulting.com

803 Spring, LLC

803 E. Spring Street  
Macon, Georgia  
Walton County

Spring show dropped to 10% and closed in  
Dewitt House 37.4% (page 4) 12 and 13  
on a plot found in Fall House 3 (page 3) 12

Total Project Area: 2,676 Acres  
Tax Parcel #s: M01500745  
Filing System: A1

www.camping.com

1990-2000, 2001-2009, 2010-2019  
 2020-2029, 2030-2039, 2040-2049  
 2050-2059, 2060-2069, 2070-2079  
 2080-2089, 2090-2099, 2100-2109  
 2110-2119, 2120-2129, 2130-2139  
 2140-2149, 2150-2159, 2160-2169  
 2170-2179, 2180-2189, 2190-2199  
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Available in Spanish/Chinese  
 Only on Netflix  
 Available on Amazon Prime Video  
 Available on iTunes

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PREPARED BY

PROJECT 4  
20-586-0

REVISIONS	DATE
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1. The first part of the paper is devoted to the study of the properties of the function  $f(x)$  defined by the equation  $f(x) = \int_0^x f(t) dt$ . It is shown that  $f(x)$  is a constant function for all  $x$  in the interval  $[0, 1]$ .

*[Faint bleed-through from reverse side]*



For North  
City West Zone

## 2020 Property Tax Statement

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

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

803 SPRING LLC  
1305 GULFPORT RUN  
GRAYSON, GA 30017

### RETURN THIS PORTION WITH PAYMENT

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

Bill No.	Due Date	Current Due	Prior Payment	Back Taxes	*Total Due*
2020-221	11/15/2020	\$0.00	\$2234.18	\$0.00	Paid 12/20/2020

Map: M0130-00000-098-000

Location: 803 SPRING ST E

Account No: 004420 010

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

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

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

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



Tax Payer: 803 SPRING LLC  
Map Code: M0130-00000-098-000 Real  
Description: .69AC  
Location: 803 SPRING ST E  
Bill No: 2020-221

Building Value	Land Value	Acres	Fair Market Value	Due Date	Billing Date	Payment Good through	Exemptions	
0.00	0.00	0.6900	\$139,020.00	11/15/2020	08/18/2020			
Entity	Adjusted FMV	Net Assessment	Exemptions	Taxable Value	Millage Rate	Gross Tax	Credit	Net Tax
CITY TAX	\$0	\$55,608	\$0	\$55,608	0.007588	\$684.14	-\$262.19	\$421.95
COUNTY	\$0	\$55,608	\$0	\$55,608	0.010677	\$751.32	-\$157.59	\$593.73
SCH BOND	\$0	\$55,608	\$0	\$55,608	0.002300	\$127.90	\$0.00	\$127.90
SCHOOL	\$0	\$55,608	\$0	\$55,608	0.019100	\$1,062.11	\$0.00	\$1,062.11
TOTALS					0.039665	\$2,625.47	-\$419.78	\$2,205.69

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

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

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

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

Current Due	\$2,205.69
Discount	\$0.00
Penalty	\$0.00
Interest	\$0.00
Other Fees	\$28.49
Previous Payments	\$2,234.18
Back Taxes	\$0.00
<b>Total Due</b>	<b>\$0.00</b>
Paid Date	12/20/2020





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

Receipt Number: R00212461

107

Cashier Name: Debbie Adkinson

Terminal Number: 33

Receipt Date: 3/22/2021 10:13:37 AM

Transaction Code: EG - EnerGov

Name: GRAY, LAWRENCE (803 SPRIN \$200.00

Total Balance Due: \$200.00

Payment Method: Check Payn Reference: 1022

Amount: \$200.00

Total Payment Received: \$200.00

Change: \$0.00



## SITE PLAN NOTES

1. SITE CONTAINS 0.676 ACRES TOTAL.
2. PROPERTY IS ZONED B-3.
3. BOUNDARY AND TOPOGRAPHIC INFORMATION TAKEN FROM A SURVEY BY ABE SURVEYING AND ENGINEERING, INC. DATED 8/18/17.
4. NO PART OF THIS SITE IS IN A FLOOD HAZARD ZONE ACCORDING TO F.I.R.M. COMMUNITY PANEL NO. 1329700137E, DATED 12/8/16.
5. THERE ARE NO MAXIMUM ALLOWABLE BUILDING HEIGHT LIMIT.
6. ALL CURB RADII ARE 5.0' UNLESS OTHERWISE NOTED.
7. ALL CURB DIMENSIONS ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
8. ALL CONSTRUCTION MATERIALS AND PROCEDURES SHALL CONFORM TO CITY OF MONROE AND GEORGIA DEPARTMENT OF TRANSPORTATION STANDARDS.
9. SEE ARCHITECTURAL PLANS FOR BUILDING FLOOR PLAN DIMENSIONS, DOOR LOCATIONS, AND OTHER ARCHITECTURAL DETAILS.
10. HANDICAP PARKING SPACES SHALL BE DESIGNATED AS RESERVED FOR DISABLED BY A SIGN SHOWING THE SYMBOL OF ACCESSIBILITY. SUCH SIGNS SHALL NOT BE OBTAINED BY VEHICLES PARKING IN THE SPACES.
11. CONTRACTOR TO NOTIFY INSPECTOR AT LEAST 24 HOURS BEFORE BEGINNING EACH PHASE OF CONSTRUCTION.
12. SIGNS, LOCATION, NUMBER AND SIZE ARE NOT APPROVED UNDER THIS DEVELOPMENT PERMIT.
13. NO CERTIFICATE OF OCCUPANCY WILL BE ISSUED UNTIL ALL SITE IMPROVEMENTS HAVE BEEN COMPLETED.
14. HIGH INTENSITY LIGHTING FACILITIES SHALL BE SO ARRANGED THAT THE SOURCE OF ANY LIGHT IS CONCEALED FROM PUBLIC VIEW AND FROM ADJACENT RESIDENTIAL PROPERTY AND DOES NOT INTERFERE WITH TRAFFIC.
15. THE LOCATIONS OF ALL BUILDINGS FROM PROPERTY LINES AND OTHER BUILDINGS SHALL COMPLY WITH THE HEIGHT AND AREA LIMITATIONS OF TABLE 500 AND THE FIRE RESISTIVE REQUIREMENTS OF TABLE 600 OF THE 1995 EDITION OF THE STANDARD BUILDING CODE BASED ON OCCUPANCY GROUP CLASSIFICATIONS AND TYPES OF CONSTRUCTION.
16. NO DRIVE UP WINDOWS ARE PROPOSED.
17. BUILDING NOT TO BE SPRINKLERED.
18. NO SIGNAGE IS PROPOSED AT THIS TIME AND THE APPROPRIATE SIGN PERMITS TO BE OBTAINED AT A LATER DATE.
19. THERE ARE NO EXISTING OR PROPOSED INERT WASTE BURY PITS ON THIS SITE.
20. OWNER IS RESPONSIBLE FOR MAINTENANCE OF STORM DRAIN SYSTEM OUTSIDE OF RIGHT OF WAY.
21. OWNER IS RESPONSIBLE FOR COMPLIANCE WITH N.P.D.E.S. GENERAL PERMIT REQUIREMENTS.
22. THERE ARE NO WETLANDS ON THIS SITE.
23. SITE IS SERVED BY CITY OF MONROE SANITARY SEWER SYSTEM.
24. SITE IS SERVED BY CITY OF MONROE WATER SYSTEM.
25. THERE ARE NO CEMETERIES OR OTHER SIGNIFICANT OR HISTORICAL AREAS ON THE SITE.

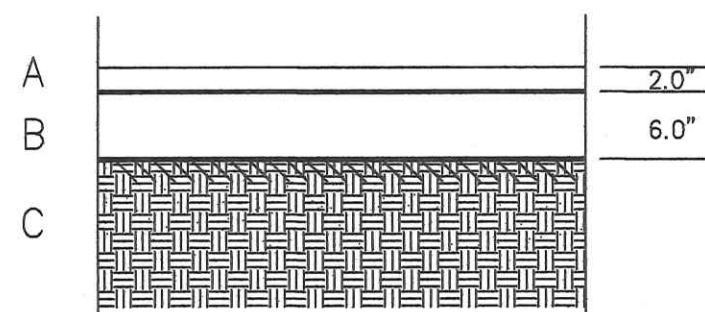
## SITE PLAN KEYED NOTES

- (A) AREA STRIPED WITH SWSL/4"ACMP @ 45° AT 2'-0" O.C.
- (B) ACCESSIBLE PARKING SPACE TYPICAL. SEE DETAIL SHEET.
- (C) ACCESSIBLE RAMP. SEE DETAIL SHEET D-2.
- (Dg) 24" CONCRETE CURB AND GUTTER (TYPE A) TYPICAL. SEE DETAIL SHEET.
- (Db) 24" CONCRETE CURB AND GUTTER (TYPE B) TYPICAL. SEE DETAIL SHEET.
- (E) PAINTED DIRECTIONAL ARROW (TYPICAL). SEE DETAIL SHEET.
- (F) CONCRETE DUMPSTER PAD.
- (G) 5' CONCRETE SIDEWALK.
- (H) HANDICAP SIGN. SEE DETAIL SHEET.
- (J) PARKING CURB/WHEEL STOP
- (K) 6" RIBBON CURB.

## PAVEMENT LEGEND



- A. 2.0 INCH ASPHALT TOPPING - TYPE "E" OR "F"
- B. 6.0 INCHES OF CRUSHED STONE BASE COURSE
- C. STABILIZED SUBGRADE  
RAW SUBGRADE SOIL (IN SITU OR COMPACTED FILL)  
COMPACTED TO A MINIMUM OF 98%  
OF ASTM D 698 DENSITY

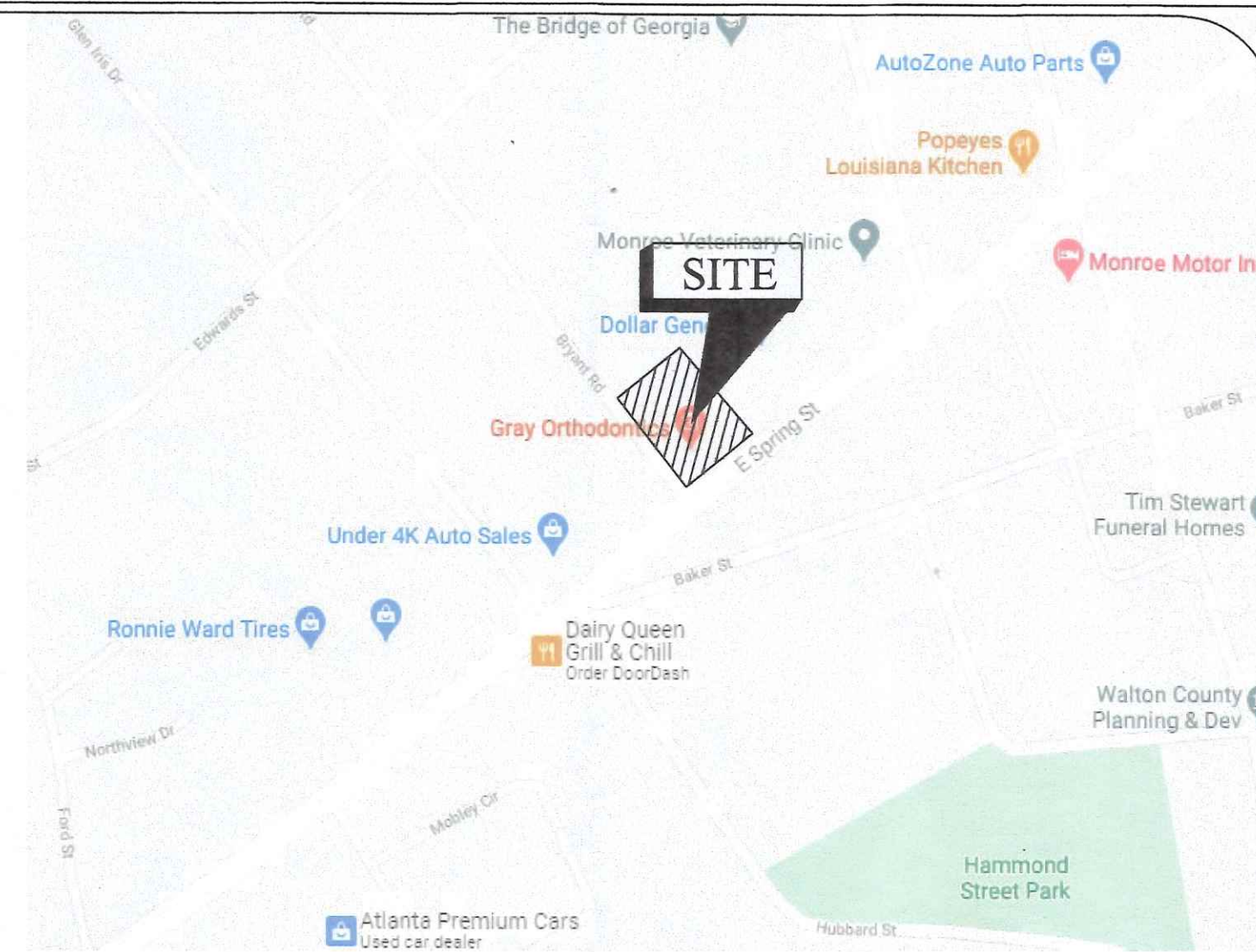


**TYPE II PAVEMENT**  
(FOR INTERIOR DRIVEWAYS ONLY)  
NO SCALE



**GEORGIA811**  
www.Georgia811.com

TOTAL SITE AREA = 0.676± ACRES
TOTAL DISTURBED AREA = 0.0± ACRES
THERE ARE NO STATE WATERS ON THE SITE.
THERE ARE NO NWI WETLAND ON SITE. UPON A SITE VISIT, THERE WERE NO VEGETATION WHICH INDICATES WETLANDS ON SITE.



VICINITY MAP  
N.T.S.

## SITE ANALYSIS

TOTAL BUILDING	5,416 S.F.
PROP. BUILDING EXPANSION	2,000 S.F.
EX. MEDICAL OFFICE	2,057 S.F.
BASEMENT	1,359 S.F.
TOTAL AREA	0.676 AC.
TOTAL IMPERVIOUS	0.38 AC. OR 56.28%
MAX. IMPERVIOUS	60%
EX. IMPERVIOUS REMOVAL	2,038 S.F.
PROPOSED IMPERVIOUS	5,007 S.F.
NET INCREASE IN IMPERVIOUS	2,969 S.F.
ZONED	B-3

REQUIRED PARKING	17 SPACES
3 SP. / 1,000 S.F.	17 SPACES
TOTAL REQUIRED	17 SPACES
120% MAX. PARKING	21 SPACES
TOTAL PROVIDED	27 SPACES
H.C. SPACES REQ.	2 SPACES
H.C. SPACES PROVIDED	2 SPACES

## TREE LEGEND

WILLOW OAK  
REQUIRED 8' TALL AT  
TIME OF PLANTING

## SHRUBS

- INDIAN HAWTHORN
- AZELEA
- KNOCK OUT ROSE

PROPOSED TREES ARE NOT TO SCALE

## PLANT LIST

COMMON NAME	SIZE	UNITS	TOTAL UNITS
WILLOW OAK	1 1/2" CALIPER	0.4	4.4
		TOTAL UNITS	4.4

**A.C.E.**

ALCOVY CONSULTING ENGINEERING  
AND ASSOCIATES, LLC.

P.O.C. TIP HUYNH, P.E.  
485 Edwards Rd.  
Oxford, Georgia 30054  
Phone: 770-466-4002  
tipacell@gmail.com

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## SITE PLAN

## PROPOSED GRAY ORTHODONTICS EXPANSION

PARCEL: M0130098

LAND LOT: 72

DISTRICT: 3TH

803 E SPRING STREET

CITY OF MONROE, GA

DATE: 1/12/2021

SCALE: 1" = 20'

## OWNER / DEVELOPER

803 SPRING, LLC.  
1305 GULFPORT RUN  
GRAYSON, GA 30017

24 HOUR - EMERGENCY CONTACT  
RYAN HOLLANDWORTH  
404-557-8260  
ryan@hollandsworthconstruction.com

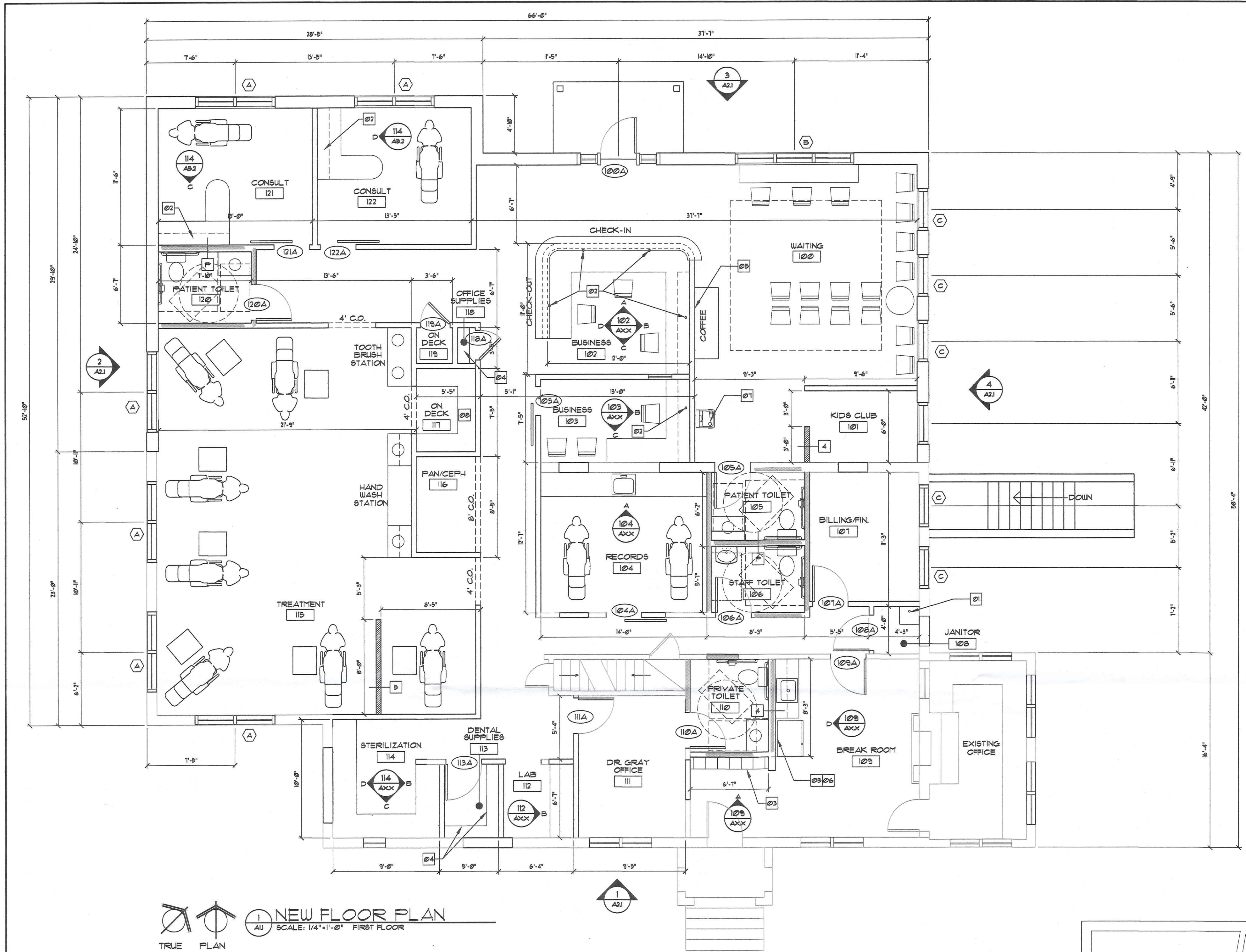
## REVISIONS

NO.	DATE	DESCRIPTION

JOB NO. # 20-190

C-1.2



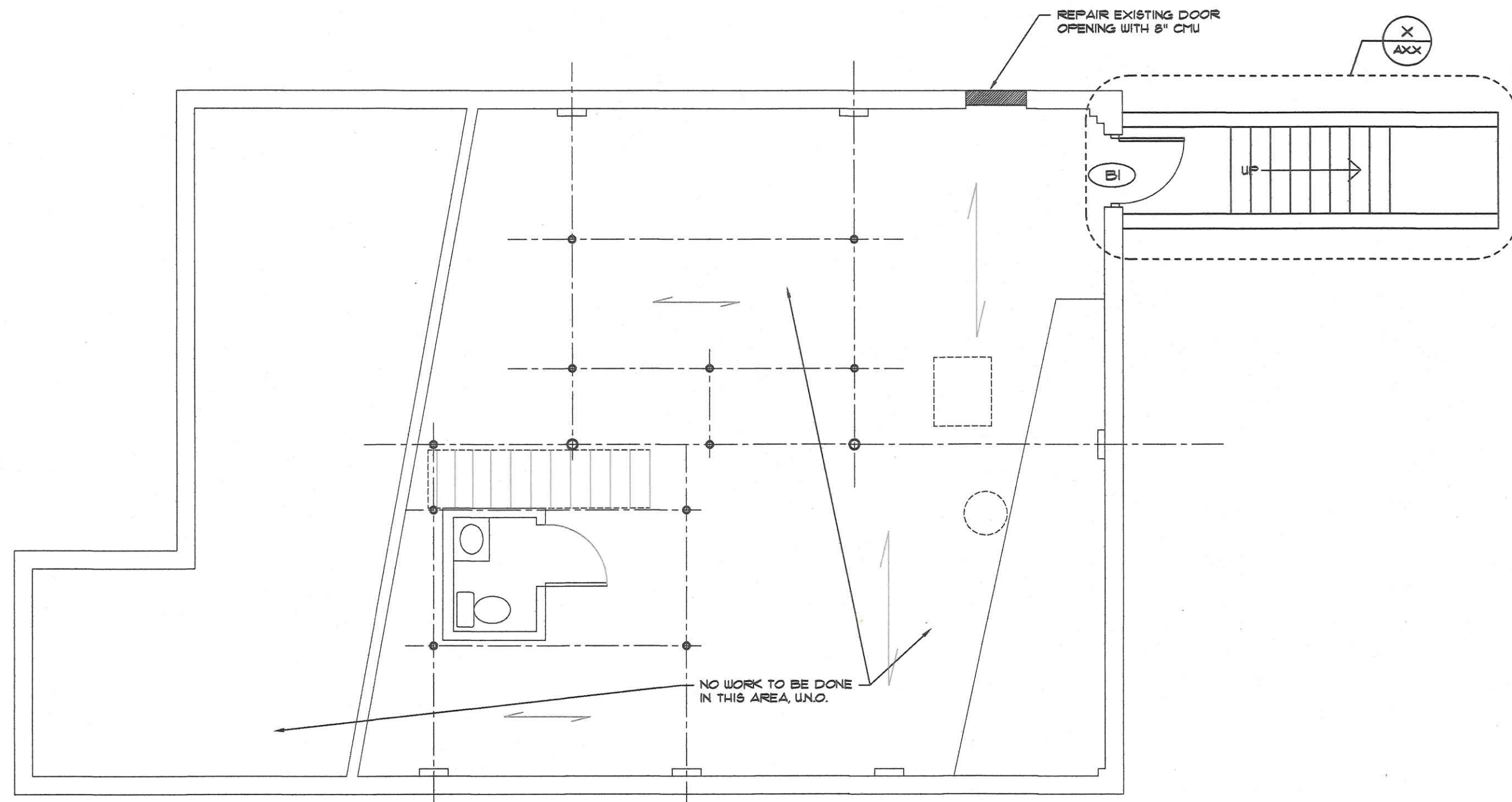


1 NEW FLOOR PLAN  
AU SCALE: 1/4"=1'-0" FIRST FLOOR  
TRUE PLAN NORTH

- ### GENERAL PLAN NOTES:
1. ALL WALL MOUNTED HAND LAVATORIES SHALL BE REINFORCED WITH 2X10 PT LUMBER SET AT MOUNTING LOCATION OF LAVATORY. MOUNT STUDS SO THAT FIXTURE IS CENTERED BETWEEN STUDS - TYPICAL.
  2. ALL WALL HUNG SHELVING AND UPPER CASEWORK AND GRAB BARS SHALL HAVE 2X10 WALL REINFORCEMENT BETWEEN STUDS FULL LENGTH AT ANCHOR POINT LOCATIONS - TYPICAL.
  3. GC TO INSTALL BLOCKING. VERIFY LOCATION IN FIELD WITH CASEWORK, PLUMBING, AND KITCHEN EQUIPMENT DRAWINGS.
  4. GC TO COORDINATE WITH DENTAL DRAWINGS FOR ALL BLOCKING LOCATIONS NOT SHOWN ON ALL.

- ### KEY NOTES:
- 01 FLOOR MOUNTED MOP SINK. PROVIDE FRP PANELS 48" HIGH ON EACH WALL. COORDINATE WITH PLUMBING PLANS.
  - 02 2" DIA. GROMMET. GC TO VERIFY LOCATIONS IN FIELD.
  - 03 LOCKERS. PROVIDED AND INSTALLED BY G.C. SEE ELEVATIONS 2/A&2. LOCKERS TO BE PRICED AS ALTERNATE BY G.C.
  - 04 MELAMINE SHELVING ON STANDARDS & BRACKETS WITH BLOCKING IN WALLS. 9" HIGH STARTING AT 12" AFF.
  - 05 WATER CONNECTION INSTALLED BY GC. SEE PLUMBING DRAWINGS.
  - 06 REF. SUPPLIED AND INSTALLED BY OWNER.
  - 07 GC TO INSTALL NEW WATER FOUNTAIN WITH BOTTLE FILLER. SEE PLUMBING DRAWINGS.
  - 08 17" HIGH BENCH. SEE INTERIOR ELEVATIONS.

- ### WALL LEGEND
- EXISTING EXTERIOR WALLS
  - EXISTING INTERIOR WALLS
  - EXTERIOR WALL: 2X6 WOOD STUDS AT 16" O.C. WITH R-19 KRAFT FACED BATT INSUL. AND 5/8" MOLD RESISTANT GYP. BD. ON INTERIOR. EXTERIOR - 1/2" ADVANTECH ZIP SHEATHING WITH TAPED JOINTS. EXTERIOR FINISH AS SCHEDULED.
  - TYPICAL INTERIOR NON-LOAD BEARING PARTITION: 2X4 WOOD STUDS @ 16" O.C. WITH 5/8" GYP. BD. EACH SIDE, FULL-HEIGHT TO UNDERSIDE OF STRUCTURE.
  - INTERIOR NON-LOAD BEARING PARTITION: (PLUMBING WALL) 2X6 WOOD STUDS @ 16" O.C. WITH 5/8" GYP. BD. EACH SIDE, FULL HEIGHT TO UNDERSIDE OF STRUCTURE.
  - INTERIOR NON-LOAD BEARING PARTITION: 2X4 WOOD STUDS @ 16" O.C. WITH 5/8" GYP. BD. EACH SIDE, 4'-0" IN HEIGHT.
  - INTERIOR NON-LOAD BEARING PARTITION: 2X4 WOOD STUDS @ 16" O.C. WITH 5/8" GYP. BD. EACH SIDE, 5'-0" IN HEIGHT.
  - INDICATES 3" SOUND BATT INSULATION IN WALLS.
  - FE PROVIDE SEMI-RECESSED FIRE CABINET WITH FIRE EXTINGUISHER. SHALL BE LOCATED PER THE REQUIREMENTS OF NFPA 10. THE SIZE SHALL BE A MINIMUM OF 2A10BC, 4 ARE REQUIRED AND SHALL BE INSTALLED AT A MAXIMUM OF 48" AFF TO THE TOP OF THE HANDLE.
  - EP NEW RECESSED ELECTRICAL PANEL.



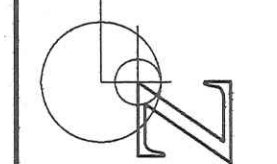
1 NEW FLOOR PLAN  
AU SCALE: 1/4"=1'-0" BASEMENT  
TRUE PLAN NORTH

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DRAWING	REVISION	ISSUE RECORD	
		DATE	ISSUE

DR. GRAY

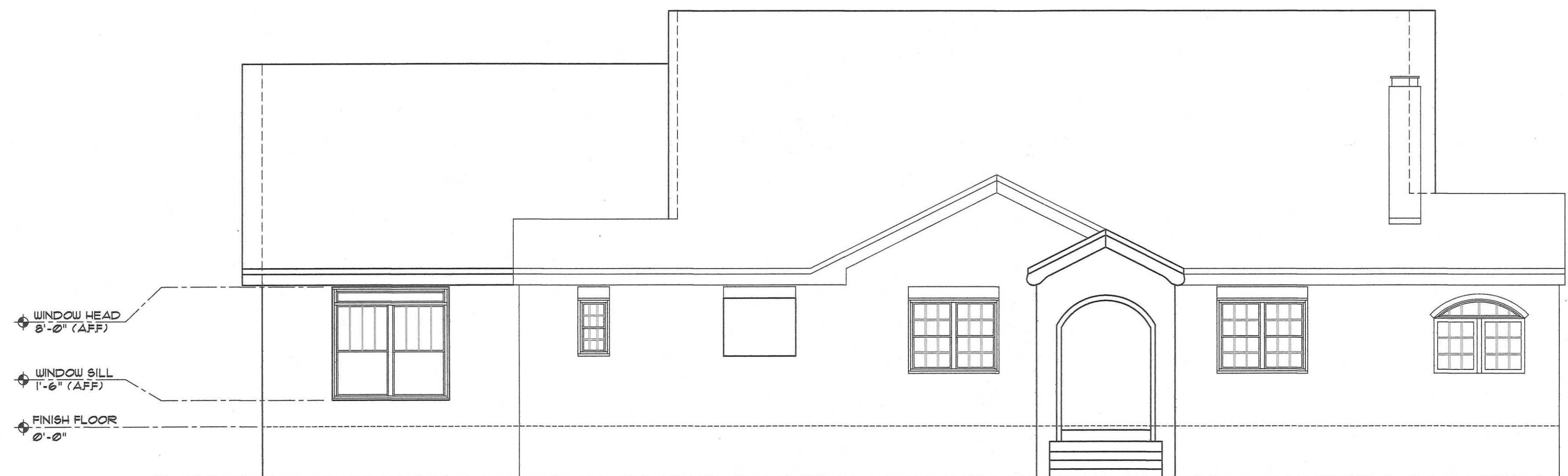
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295 CULVER STREET SOUTH  
SUITE C  
LAWRENCEVILLE, GA 30046  
770.806.1031



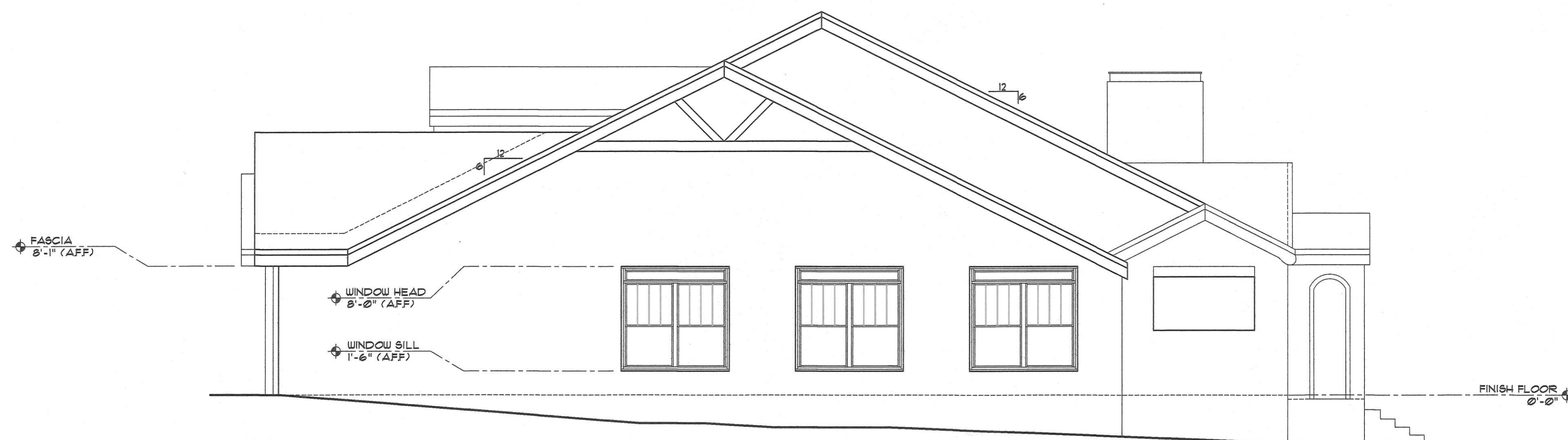
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draw NT  
checkd SZ  
proj# 2021-01

NOT FOR CONSTRUCTION





1 REAR ELEVATION  
A21 SCALE: 1/4"=1'-0"



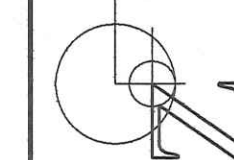
2 LEFT SIDE ELEVATION  
A21 SCALE: 1/4"=1'-0"

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no.	date	date	issue

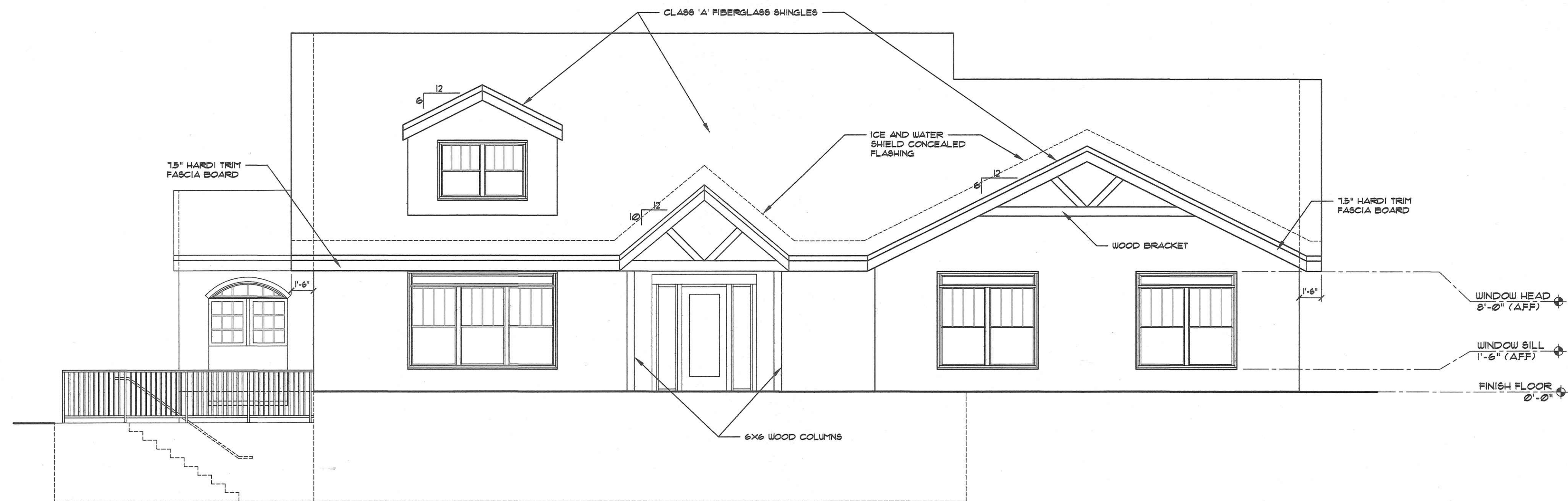
DR. GRAY

ANARDO  
ARCHITECTS, P.C.  
295 CULVER STREET, SOUTH  
LAWRENCEVILLE, GA 30046  
770.806.1031



date 3/12/21  
drawn NT  
checked SZ  
proj# 2021-01





1 FRONT ELEVATION  
SCALE: 1/4"=1'-0"



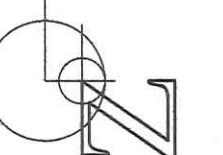
2 RIGHT SIDE ELEVATION  
SCALE: 1/4"=1'-0"

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DRAWING REVISION		ISSUE RECORD	
no.	date	revision	date

DR. GRAY

ZANARDO  
ARCHITECTS, P.C.  
285 CULVER STREET, SUITE C  
LAWRENCEVILLE, GA 30046  
770.806.1031



date 3/12/21  
drawn NT  
checked SZ  
proj# 2021-01



## CODE DEPARTMENT

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April 6, 2021

To Whom It May Concern:

Below you will find information regarding a Legal Notice scheduled to run in The Walton Tribune on April 4, 2021 concerning a Variance adjacent to your property.

Being an adjoining property owner, this could be of interest to you.

**BE ADVISED OF THE DATE, TIME AND PLACE OF PUBLIC HEARING:**

**Planning Commission: April 20, 2021**

Will be held at 215 N Broad St at 5:30 PM on the following application:

**City Council: May 11, 2021**

Will be held in the meeting room at 215 N Broad Street at 6:00 PM on the following application:

1. Variance – 803 East Spring Street

Copies of application submittal can be viewed on line at [www.monroega.com](http://www.monroega.com)  
Choose Government, Agendas Meetings, & Minutes, choose the meeting you plan to attend for this application.

If you are interested in speaking at the Council Meeting for or against the request, you will need to sign up before the meeting starts.

Sincerely,  
Debbie Adkinson  
Code Department Assistant



**NOTICE TO THE PUBLIC  
CITY OF MONROE**

**The City of Monroe has received a request for a variance of Article V, Section 520, Table 3 of the Zoning Ordinance for 803 East Spring St. A public hearing will be held on April 20, 2021 before the Planning & Zoning Commission, at 5:30 P. M.**

**The City of Monroe has received a request for a variance of Article V, section 520, Table 3 of the Zoning Ordinance for 803 East Spring Street. A public hearing will be held on May 11, 2021 before the Mayor and Council, at 6:00 pm.**

**This meeting will be held at 215 N Broad Street. All those having an interest should be present.**

**Please run on the  
following date:**

**March 28, 2021**



**To:** Planning and Zoning / City Council  
**From:** Patrick Kelley  
**Department:** Planning, Zoning, Code and Development  
**Date:** 03-31-2021  
**Description:** Rezone request 961 Good Hope Road

---

**Budget Account/Project Name:** NA

**Funding Source:** 2021 NA

**Budget Allocation:** NA

**Budget Available:** NA

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

---

**Recommendation:** *Staff recommendation is approval with conditions listed in the rezone staff report*

**Background:** This is a long standing partially developed planned district which currently requires a commercial component. The request seeks to rezone the property to a PRD which would eliminate the commercial area and reconfigure it with single family residences including townhouses.

**Attachment(s):** Application, supporting documents, Staff report



**Planning  
City of Monroe, Georgia  
REZONE STAFF REPORT**

---

**APPLICATION SUMMARY**

**REZONE CASE #:** RZ-000098-2021

**DATE:** March 26, 2021

**STAFF REPORT BY:** Brad Callender, City Planner

**APPLICANT NAME:** Smith Planning Group

**PROPERTY OWNER:** KFB Enterprises Inc.

**LOCATION:** South side of Good Hope Road – 961 Good Hope Road

**ACREAGE:** ±43.318

**EXISTING ZONING:** PCD (Planned Commercial District)

**EXISTING LAND USE:** Partially developed with roadway infrastructure, utilities, and stormwater facilities

**ACTION REQUESTED:** Rezone PCD to PRD (Planned Residential Development)

**REQUEST SUMMARY:** The owners are petitioning for a rezone of this property in order to allow for residential development with mixed housing types.

**STAFF RECOMMENDATION:** Staff recommends approval of this rezone request with conditions.

**DATES OF SCHEDULED PUBLIC HEARINGS**

**PLANNING COMMISSION:** April 20, 2021

**CITY COUNCIL:** May 11, 2021

---

**REQUEST SUMMARY**

**REZONE REQUEST SUMMARY:**

The applicant is requesting approval of a rezone modification in order to construct a residential development with mixed housing types. The subject property was annexed into the City in September of 2003 and rezoned to PCD (Planned Commercial District). The property was partially developed with roadway infrastructure, utilities, and stormwater facilities the following year. Further development of the property ceased and the site has been dormant ever since. The applicant is now requesting a rezone to PRD (Planned Residential District) to develop the site with only mixed residential housing types.

**PROPOSED PROJECT SUMMARY:**

- Planned Residential Development
  - Mixed residential development with single-family attached and detached residences
  - Development Area – 43.318 Acres
  - Total Residential Units Proposed – 142 Units
    - Single-Family Attached Residences – 44
      - Min. Lot Size – 2,700 Sf
    - Single-Family Detached Residences – 98

- Min. Lot Size – 5,700 Sf
- Min. Dwelling Size – 1,600 Sf
- Development Density – 3.27 DUs per acre
- Open Space – 9.732 Acres (22.4%)

---

## **STAFF ANALYSIS**

THE ANALYSIS OF THE APPLICATION IS MADE BASED UPON THE “STANDARDS FOR ZONING MAP AMENDMENT APPLICATION DECISIONS” AS SET FORTH IN SECTION 1421.8 OF THE *CITY OF MONROE ZONING ORDINANCE*.

- (1) **The location, present use, and zoning classification of the subject property, and its suitability and economic viability for use as currently zoned:** The property was annexed into the City in September of 2003. The property was rezoned to PCD (Planned Commercial District). The development plan included with the PCD rezone proposed to develop the site with residential and non-residential uses. The property has strong economic viability as currently zoned. However, due to lack of market demand for commercial development along Good Hope Road, the developer wishes to remove the commercial component from the development. The requested PRD (Planned Residential District) is more suitable for development that will only contain a mix of residential housing types.
- (2) **The proposed use and zoning classification of the subject property:** The requested rezone to PRD (Planned Residential District) is essentially a downzone from the current PCD (Planned Commercial District) zoning. The major difference between the proposed use and zoning classification will be the removal of the ability to develop the site with a non-residential component.
- (3) **The existing land uses and zoning classification of nearby property, whether the zoning proposal seeks a use consistent with the use and development of adjacent and nearby property, and to what extent the zoning proposal will adversely affect adjacent or nearby property:** Properties located west of the site are zoned P (Professional) and R-1 (Large Lot Residential District) along Church Street/Good Hope Road. Properties north of the site in the City are zoned R-1 and R-1A (Medium Lot Residential District). Properties south and east of the site are located in unincorporated Walton County. The proposed residential development is consistent with development on neighboring properties within the City. The proposed residential development should not adversely affect adjacent properties.
- (4) **Whether the zoning proposal will result in a use which could adversely affect existing infrastructure including without limitation streets, transportation facilities, utilities, schools, police and fire protection, and municipal personnel:** The site has been partially developed with streets, alleys, and parking areas. There are two entrances to the site that contain deceleration lanes and acceleration tapers, including central left turn lanes on Good Hope Road. No additional transportation improvements should be required to accommodate development of the site. City services such should be adequate to serve the proposed development.
- (5) **Whether the zoning proposal is consistent with the Comprehensive Plan:** The Future Land Use Map designates this property under the category of Residential. The existing zoning and proposed rezone modification comply with the intent of the Future Land Use Map.



- (6) **Whether there are other factors or existing or changing conditions regarding the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal:** Under the current PCD zoning, the intent was to develop the site with a commercial component along the frontage of the site with the remaining portion of the site to be developed as single-family detached residential. The intent of this rezone request is to modify the development to include townhomes in lieu of the commercial component. As previously described, there is a lack of market demand for commercial development along the Church Street/Good Hope Road corridor.

---

#### **STAFF RECOMMENDATION**

Based upon the City Council's policies, decision making criteria and standards outlined in the Zoning Ordinance of the City of Monroe, staff recommends approval of the requested rezone for a residential development with the following conditions:

1. The minimum dwelling size allowed shall be 1,600 Sf.
2. The developer shall provide a minimum of six (6) building designs for the single-family detached residences.
3. The developer shall provide a minimum of three (3) of the following amenities for recreation: pool, playground, pavilion, clubhouse/fitness center, play courts such as but not limited to tennis, volleyball, or basketball.



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

## Plan Report

Plan NO.: RZ-000098-2021

Plan Type: Re-Zoning Request All Types

Work Classification: Request for Rezone

Plan Status: In Review

Apply Date: 03/22/2021

**Expiration:**

**Location Address**

**Parcel Number**

961 GOOD HOPE RD, MONROE, GA 30655

M0240154

**Contacts**

KFB ENTERPRISES INC  
PO BOX 122, CONYERS, GA 30012  
(770)922-0403

**Owner**

SGILES@BARKSDALEFLYNT.COM

**SMITH PLANNING GROUP**

1022 Twelve Oaks Pl #201, Watkinsville, GA 30677  
(706)769-9515

**Applicant**

**Description:** REQUEST FOR REZONE FROM PCD TO PRD - P&Z MTG 4/20/2021 @ 5:30 PM  
- COUNCIL MTG 5/11/2021 @ 6:00 PM 215 N BROAD ST

**Valuation:** \$0.00

**Total Sq Feet:** 0.00

Fees	Amount
Single Family Rezone or Variance Fee	\$100.00
<b>Total:</b>	<b>\$100.00</b>

Payments	Amt Paid
<b>Total Fees</b>	<b>\$100.00</b>
Check # 3117	\$100.00
<b>Amount Due:</b>	<b>\$0.00</b>

Condition Name

Description

Comments

Issued By:

March 22, 2021

Date

Plan\_Signature\_1

Date

Plan\_Signature\_2

Date



**REZONE APPLICATION FORM**

PERMIT NUMBER \_\_\_\_\_

- I. LOCATION 961 GOOD HOPE RD  
 COUNCIL DISTRICT 5  
 MAPNUMBER \_\_\_\_\_  
 PARCEL NUMBER M0240154
- II. PRESENT ZONING PCD REQUESTED ZONING PRD
- III. ACREAGE 43.24 PROPOSED USE RESIDENTIAL
- IV. OWNER OF RECORD KFB ENTERPRISES INC  
 ADDRESS P.O. BOX 122 CONYERS, GA 30012

PHONE NUMBER 770-922-0403 Email sgiles@barksdaleflynt.com

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

## V. ANALYSIS:

1. A description of all existing uses and zoning of nearby property  
Walton County - A1 / R1 / A / A2 / P - Residential , Agricultural, and Carver Middle School  
City of Monroe - R1 / P / R1A - Residential
2. Description of the extent to which the property value of the subject property is diminished by the existing zoning district classification The commercial use proposed in the approved PD has proved to be infeasible and its requirement a deterrent from developing the residential.
3. The existing value of the property contained in the petition for rezoning under the existing zoning classification 4.2 MILLION
4. The value of the property contained in the application for rezoning under the proposed zoning Classification 4.2 MILLION
5. A description of the suitability of the subject property under the existing zoning classification  
Commercial use within the approved PD has proved unsuitable as evidenced by the tract remaining undeveloped since 2004. The residential is a suitable use.
6. A description of the suitability of the subject property under the proposed zoning classification of the property  
Residential is a suitable use and is compatible with the surrounding residential zoned land and uses.

Rezoning Application  
Page Two (2)

7. A description of any existing use of property including a description of all structures presently occupying the property The existing use is vacant. Infrastructure including streets, curb and gutter, sewer, water, stormwater mangament has been installed. No buildings exist on site.
8. The length of time the property has been vacant or unused as currently zoned The property was rezoned in 2002 and has not been developed to the approved PCD
9. A detailed description of all efforts taken by the property owner(s) to use the property or sell the property under the existing zoning classification Under present zoning  
WE COULD NOT SELL IT

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

**LEGAL DESCRIPTION OF PROPERTY**



Rezoning Application  
Page Three (3)

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

Owner of property (signature) A. Randolph Birkdale  
Address 994 Institute Street Conyers GA 30012  
Phone Number 770-922-0403

Attorney/Agent (signature) Charles R. Smith SMITH PLANNING GROUP  
Address 1022 TWELVE OAKS PL #201 WATKINSVILLE, GA 30677  
Phone Number 706.769.9515 3.18.2021



Personally appeared before me the above applicant named A. Randolph Birkdale who on oath says that he/she is the member/director for the foregoing, and that all the above statements are true to the best of his/her knowledge.

Pamela L. Cope (Notary Public) 3.18.2021 (Date)

My Commission Expires June 17, 2024



### **Disclosure of Campaign Contributions**

In accordance with the Conflict of Interest in Zoning Act, O.C.G.A., Chapter 36-67A, the following questions must be answered:

Have you the applicant made \$250 or more in campaign contributions to a local government official within two years immediately preceding the filing of this application?

\_\_\_\_\_ yes ☒ no

If the answer is yes, you must file a disclosure report with the governing authority of Walton County showing:

1. The name and official position of the local governing authority in Walton County to whom the campaign contribution was made.
2. The dollar amount and description of each campaign contribution made during the two years immediately preceding the filing of this application and the date of each such contribution was made.

This disclosure must be filed when the application is submitted.



Signature of Applicant/Date

Check one: Owner ☒ Agent \_\_\_\_\_



Rezoning Application  
Page Four (4)

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

☒ Sanitary Sewer ☐ Septic Tank

The following information must be included in the application material requesting an annexation or zoning change from \_\_\_\_\_ to \_\_\_\_\_ located at \_\_\_\_\_, containing \_\_\_\_\_ acre(s), property owner being \_\_\_\_\_ filed on \_\_\_\_\_.

CHECK LIST - APPLICATION MATERIAL

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

- ☒ Monroe Utilities Network Availability Letter

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

Page five (5)

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

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

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

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

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

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

Rezoning Application



Page six (6)

COMMENTS

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Disclosure of Campaign Contributions and/or gifts:

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

I hereby withdraw the above application: Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Disclosure of Campaign Contributions**

In accordance with the Conflict of Interest in Zoning Act, O.C.G.A., Chapter 36-67A, the following questions must be answered:

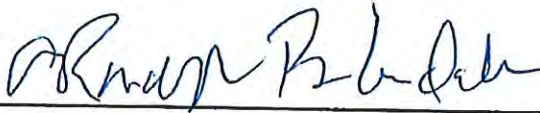
Have you the applicant made \$250 or more in campaign contributions to a local government official within two years immediately preceding the filing of this application?

\_\_\_\_\_ yes ☒ no

If the answer is yes, you must file a disclosure report with the governing authority of Walton County showing:

1. The name and official position of the local governing authority in Walton County to whom the campaign contribution was made.
2. The dollar amount and description of each campaign contribution made during the two years immediately preceding the filing of this application and the date of each such contribution was made.

This disclosure must be filed when the application is submitted.



Signature of Applicant/Date

Check one: Owner ☒ Agent \_\_\_\_\_

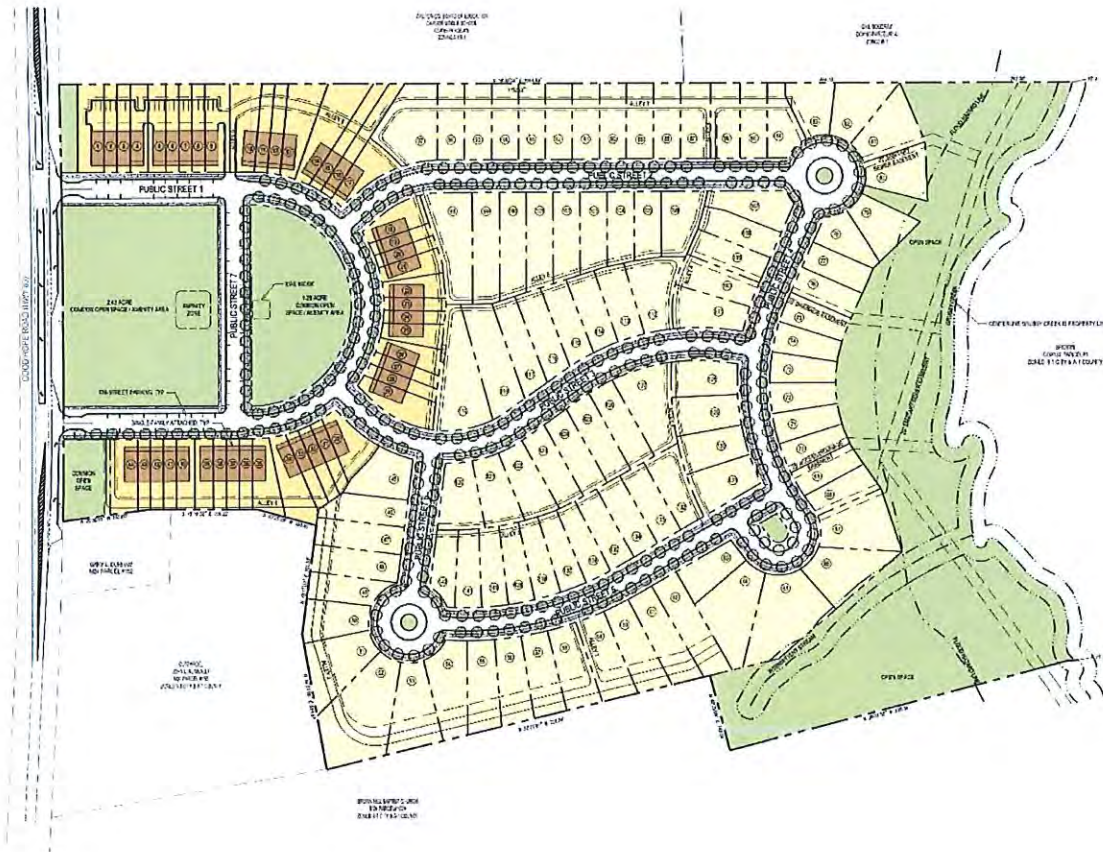


# PLANNED RESIDENTIAL DEVELOPMENT REPORT

19 March 2021

**961 GOOD HOPE ROAD**

Monroe, Georgia



## Site Plan

## INTRODUCTION

961 Good Hope Road is a planned development approved in 2003, After approval, streets, utilities and stormwater infrastructure were installed before the project fell victim to the Great Recession. The site has been dormant ever since. The original concept was to create a mixed-use community that contained a commercial



# 961 GOOD HOPE ROAD

CITY OF MONROE

**PROJECT DATA**

1. PROJECT PARCEL DATA:  
561 GOOD HOPE ROAD  
MONROE, GA  
TAX PARCEL W0240154
2. OWNER:  
KFB ENTERPRISES INC  
P.O. BOX 122  
CONYERS, GA 30012
3. TOTAL PROJECT ACREAGE: 43.318 AC
4. EXISTING ZONING: PLANNED COMMERCIAL DEVELOPMENT (PCD)  
PROPOSED ZONING: PLANNED RESIDENTIAL DEVELOPMENT (PRD)  
PROPOSED USE: RESIDENTIAL
5. WATER SUPPLY: CITY OF MONROE  
SEWERAGE: CITY OF MONROE  
SOLID WASTE COLLECTION: CITY OF MONROE
6. PROPOSED UTILITIES: ALL UTILITIES ARE TO BE INSTALLED UNDERGROUND.
7. THIS PROJECT SHALL MEET ALL CITY OF MONROE ORDINANCES PERTAINING TO SIGNS, SIDEWALKS, STREET LIGHTING, STREET TREES, AND SOLID WASTE COLLECTION. ALL LIGHTING FIXTURES MUST BE FULLY SHIELDED IN ACCORDANCE WITH CITY OF MONROE STANDARDS TO ENSURE DOWNWARD ILLUMINATION ONLY.
8. STORMWATER MANAGEMENT SHALL BE IN ACCORDANCE WITH CITY OF MONROE ORDINANCES AND REGULATIONS.
9. BOUNDARY AND TOPOGRAPHIC INFORMATION OBTAINED FROM A SURVEY BY BREWER AND DUDLEY, LLC DATED 2003.
10. SIGNS WILL BE APPLIED FOR UNDER SEPARATE PERMITS
11. PROVISIONS FOR A RECYCLING PLAN AND SEPARATION OF SOLID WASTE AND RECYCLABLE MATERIALS SHALL BE MADE CITY OF MONROE REQUIREMENTS.

**DEVELOPMENT SUMMARY PRD**
**RESIDENTIAL**

 SINGLE-FAMILY DETACHED: 99 UNITS  
 SINGLE-FAMILY ATTACHED: 44 UNITS  
 TOTAL RESIDENTIAL UNITS: 143 UNITS

**RESIDENTIAL DENSITY**  
 PROPOSED: 3.35 LOTS / ACRE

**COMMON OPEN SPACE / PUBLIC USE**  
 OPEN SPACE: 4-9.32 ACRE (22.4%)  
 ROAD RIGHT-OF-WAY: 4-7.604 ACRE (17.5%)

**PARKING**

EACH SINGLE FAMILY RESIDENCE WILL HAVE A MINIMUM OF 2 OFF-STREET PARKING SPACES. IN ADDITION, RESIDENTIAL STREETS WILL PROVIDE UNMARKED PARALLEL PARKING ON ONE SIDE.

STRIPED PARALLEL PARKING PROVIDED AROUND THE CENTRAL COMMON SPACE IS APPROXIMATELY TO SPACES

**DEVELOPMENT STANDARDS**
**DETACHED SINGLE FAMILY:**

 MAXIMUM LOT COVERAGE: 40%  
 FRONTAGE (EXCLUDING INSIDE CURVE LOTS): 50 FT  
 SETBACKS:  
   FRONT: 10 FT  
   SIDE: 6 FT  
   REAR: 12 FT  
 \*THE REAR SETBACK ON LOTS THAT BACK UP TO THE PERIMETER WILL BE 24 FT.  
 MAXIMUM BUILDING HEIGHT: 30 FT  
 MINIMUM LOT SIZE: 5,700 SF

**ATTACHED SINGLE FAMILY (TOWNHOUSE):**

 MAXIMUM LOT COVERAGE: 70%  
 FRONTAGE (EXCLUDING INSIDE CURVE LOTS): 24 FT  
 SETBACKS:  
   FRONT: 0 FT  
   SIDE: 0 FT  
   REAR: 10 FT  
 \*THE REAR SETBACK ON LOTS THAT BACK UP TO THE PERIMETER WILL BE 24 FT.  
 MAXIMUM BUILDING HEIGHT: 30 FT  
 MINIMUM LOT SIZE: 2,700 SF

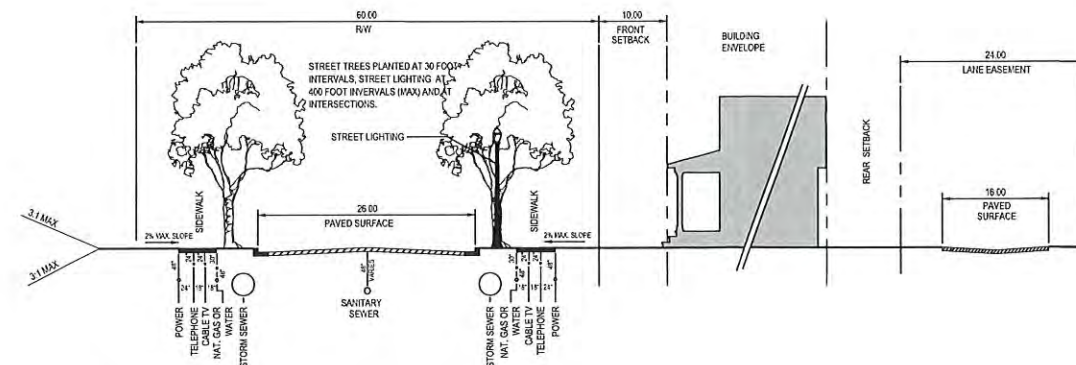
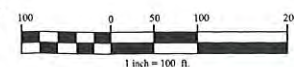
**BEARINGS AND DISTANCES ALONG CENTERLINE OF GRUBBY CREEK FROM POINT A TO POINT B**

DIRECTION	DISTANCE
S 80° 22' 45" W	8.85
N 88° 03' 21" W	109.77
N 53° 15' 17" W	27.82
N 51° 22' 34" W	44.35
N 81° 57' 41" W	36.29
S 88° 49' 51" W	71.64
N 78° 23' 34" W	32.25
N 72° 04' 00" W	40.03
N 62° 40' 45" W	39.22
N 78° 40' 39" W	41.53
S 84° 50' 39" W	44.13
S 62° 16' 35" W	101.28
N 81° 08' 02" W	87.84
S 85° 21' 15" W	60.95
S 33° 22' 51" W	100.05
S 87° 28' 19" W	68.57
N 78° 18' 01" W	113.09
S 72° 28' 34" W	14.42
S 79° 33' 23" W	40.25
S 47° 50' 49" W	43.22
S 55° 11' 42" E	43.22
S 84° 25' 45" W	16.70
S 31° 49' 01" W	26.82
S 84° 45' 38" W	26.58
S 63° 20' 49" W	67.49
S 53° 00' 06" W	27.07
S 28° 36' 25" W	24.91
S 63° 19' 55" W	44.17
N 73° 32' 19" W	24.56
S 43° 35' 48" W	18.15
S 31° 50' 36" W	45.05
S 68° 10' 55" W	22.19
S 42° 08' 47" W	41.67

NUMBER	DIRECTION	DISTANCE
L1	N 72° 50' 31" E	51.65
L2	N 71° 32' 25" E	207.41
L3	N 71° 04' 55" E	210.84
L4	N 70° 48' 05" E	107.09
L5	N 70° 29' 23" E	224.07

**KEY MAP**

- SINGLE FAMILY DETACHED
- SINGLE FAMILY ATTACHED
- COMMON OPEN SPACE


 STREET CROSS SECTION (60' R/W)  
 NOT TO SCALE


SEALS:



SHEET TITLE:

PRD SITE PLAN

SHEET ISSUE: 3/19/2021 PROJECT NO. 21-3042

SHEET NO.

PRD-10



core along the frontage of Church Street. Having sat vacant for nearly a decade, new efforts are being made to bring life into this development with necessary adjustments to meet the current housing demand in the area. This request seeks to remove the commercial component of the current planned development and revise the plan to increase the number of townhomes lots and increase the open space and community amenity area.



Aerial Photograph with Project Boundary

#### **SITE DESCRIPTION AND CURRENT USE**

The 43.418-acre subject property is located on the south side of Church Street (Formerly Georgia Highway 83). It is bordered on the east by the Carver Middle School campus and an undeveloped tract. It is bound on the south by Grubby Creek. On the western property boundary, the land is largely undeveloped with one residence along the Church Street road frontage. The subject property slopes gently to the south and has been cleared and graded with infrastructure improvements installed throughout the site. The roadways and parking areas have been installed to match the approved site plan from the 2003 planned development approval. The subject property does not contain any structures.

#### **ZONING**

The 2003 rezone and annexation request allowed for the subject property to be rezoned from zoned A-1 (Walton County) with a small portion zoned R-1 that was within the city limits of Monroe to PCD. Initial development effort led to the installation of infrastructure, but nothing more has been done. Given the



vacancy on site, the request is to decrease the use intensity from PCD to PRD which would allow for a more diverse residential development as well as help meet housing demands in the area.

The majority of the changes will be within the previously approved commercial core. The semicircular park will remain and be expanded across the internal street to the Church Street frontage. Surrounding the park will be single-family attached homes that will face the park and be alley fed to reduce the number of curb cuts along the interior roadway network. This will increase the single family attached units from 24 lots to 44 lots and the total residential units from 131 lots to 142 lots.

Residential units will consist of fee-simple single-family attached (town homes) and single-family detached homes (see plan for locations). The minimum livable area of each of the building types will be in accordance with sect. 700.1 of the City of Monroe Zoning Ordinance which requires 1,600 square feet. Detached single family houses occupy lots ranging in area from 5,700 square feet to 20,502 square feet.

#### **FUTURE DEVELOPMENT MAP**

The City of Monroe Future Land Use Map designates the subject property as Residential. No changes to the Future Land Use Map are proposed as the rezone request is compatible with the designation.

#### **PHASING**

The project will be completed in a single phase.

#### **ARCHITECTURE AND SITE DESIGN**

The style of all structures will be similar to local southern vernacular architecture. Building materials will consist of brick, stone, stucco, wooden (or cementitious) siding and trim. An exterior color palette for all buildings will be included in the development documents and covenants in order to ensure a cohesive and pleasing color scheme. There will be at least six buildings designs to comply with sect. 810.1 per the City of Monroe Zoning Ordinance.



Detached Single-Family Residences





Attached Single-Family Residences

### **VEHICULAR ACCESS AND PARKING**

Streets within the development have been designed for the pedestrian as well as for the automobile. All streets include a 5-foot-wide concrete sidewalk on both sides of the street. All streets will be dedicated public right-of-way designed in accordance with Monroe Development Regulations, Article 9. Street trees are proposed to be planted at 30-foot intervals and will be planted between the curb and the sidewalk. The variety of the trees will be chosen at the construction plan stage of the development, but only shade trees suitable for this use will be specified.

Garages and parking areas for many homes will be accessed from behind the houses by a 16-foot-wide paved service lane centered in a 24-foot-wide access easement. Parking in the service lane easement will be prohibited. Storage of recreation vehicles or trailers in the access easement will be prohibited. The access easement will be kept clear and open to allow unimpeded access by residents and service vehicles. Resident parking will be in garages, driveways or parking pads located on resident lots. Guest parking will be accommodated with on street parallel parking on one side only of the residential streets. The use of rear service lanes eliminates the need for driveway curb-cuts and front entry garages.

### **TRAFFIC**

Previous approvals allowed for more intense uses on site. These uses required the installation of the deceleration lanes on Good Hope Road / Church Street. The request reduces the intensity of the development by removing the commercial core and increase the number of residential lots and neighborhood greenspace amenities.

### **LIGHTING**

Outdoor lighting will be provided in conformance with Sec. 9-19-4. Indirect and low-level, pedestrian-scale lighting will be utilized to provide a pleasing and safe environment.

### **UTILITIES AND SERVICES**

Both water and sewage services will be provided by the City of Monroe. All necessary infrastructure has been previously installed.

#### **STORMWATER MANAGEMENT AND WATER QUALITY**

Storm water runoff will travel as sheet flow until it is collected in natural and improved swales and/or drainage structures and directed to the flood plain along Grubby Creek.

#### **TRASH DISPOSAL AND RECYCLING**

Residential trash pick-up will be made in the service lanes where they exist. Otherwise, trash pick-up will be curbside on the street.

#### **OPEN SPACE AND BUFFERS**

A village green and park are located in the central portion of the development. Surrounded by townhouses overlooking the village green, this park will serve to as the centerpiece and unifying element of the development. Uses permitted within the park include a pavilion, kids play area, and passive recreation areas with paved walking paths and benches. Community open space located along Grubby Creek will be accessed from two points from the street running parallel to the creek. A nature trail is proposed to run along the creek. No vehicular traffic will be permitted in this area. This area will be commonly owned by the homeowners association. The homeowners association will be responsible for maintenance of this area and will pay any taxes assessed on this land. Total open space consists of 9.732 acres or 22.4% of the tract.



### **Disclosure of Campaign Contributions**

In accordance with the Conflict of Interest in Zoning Act, O.C.G.A., Chapter 36-67A, the following questions must be answered:

Have you the applicant made \$250 or more in campaign contributions to a local government official within two years immediately preceding the filing of this application?

\_\_\_\_\_yes ☒ no

If the answer is yes, you must file a disclosure report with the governing authority of Walton County showing:

1. The name and official position of the local governing authority in Walton County to whom the campaign contribution was made.
2. The dollar amount and description of each campaign contribution made during the two years immediately preceding the filing of this application and the date of each such contribution was made.

This disclosure must be filed when the application is submitted.

\_\_\_\_\_

Signature of Applicant/Date

Check one: Owner\_\_\_\_\_ Agent ☒

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Signature of Applicant/Date

Check one: Owner ☒ Agent \_\_\_\_\_



## LEGAL DESCRIPTION

ALL THAT TRACT OR PARCEL OF LAND LYING AND BEING IN LAND LOTS 102 & 103 OF THE 3<sup>RD</sup> DISTRICT OF WALTON CONTY, GEORGIA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE CENTER LINE OF YOUNG STREET AND SOUTHERN RIGHT OF WAY LINE OF GOOD HOPE ROAD A/K/A CHURCH STREET (HAVING 80 FOOT RIGHT OF WAY), RUN THENCE NORTH 77 DEGREES 04 MINUTES 21 SECONDS EAST A DISTANCE OF 735.78 FEET TO AN IRON ROD FOUND AND THE POINT OF BEGINNING; RUN THENCE NORTH 72 DEGREES 50 MINUTES 37 SECONDS EAST A DISTANCE OF 51.65 FEET TO A POINT; RUN THENCE NORTH 71 DEGREES 32 MINUTES 26 SECONDS EAST A DISTANCE OF 207.41 FEET TO A POINT; RUN THENCE NORTH 71 DEGREES 04 MINUTES 36 SECONDS EAST A DISTANCE OF 210.84 FEET TO A POINT; RUN THENCE NORTH 70 DEGREES 48 MINUTES 05 SECONDS EAST A DISTANCE OF 107.09 FEET TO A POINT; RUN THENCE NORTH 70 DEGREES 20 MINUTES 23 SECONDS EAST A DISTANCE OF 224.07 FEET TO AN IRON ROD; LEAVING THE RIGHT OF WAY LINE OF CHURCH STREET RUN SOUTH 18 DEGREES 30 MINUTES 00 SECONDS EAST A DISTANCE OF 1864.49 FEET TO THE CENTER LINE OF GRUBBY CREEK, SAID CENTER LINE IS THE PROPERTY LINE; RUN THENCE ALONG SAID CENTER LINE THE FOLLOWING DISTANCES AND COURSES:

SOUTH 80°29'48" WEST FOR A DISTANCE OF 8.85'  
 NORTH 86°03'21" WEST FOR A DISTANCE OF 106.77'  
 NORTH 53°15'17" WEST FOR A DISTANCE OF 27.62'  
 NORTH 51°22'34" WEST FOR A DISTANCE OF 44.35'  
 NORTH 81°57'41" WEST FOR A DISTANCE OF 36.29'  
 SOUTH 66°49'53" WEST FOR A DISTANCE OF 71.84'  
 NORTH 75°23'34" WEST FOR A DISTANCE OF 32.26'  
 NORTH 72°04'00" WEST FOR A DISTANCE OF 40.08'  
 NORTH 62°40'45" WEST FOR A DISTANCE OF 39.22'  
 NORTH 78°40'39" WEST FOR A DISTANCE OF 41.53'  
 SOUTH 84°50'39" WEST FOR A DISTANCE OF 44.13'  
 SOUTH 62°16'35" WEST FOR A DISTANCE OF 101.28'  
 NORTH 81°08'02" WEST FOR A DISTANCE OF 67.84'  
 SOUTH 85°21'16" WEST FOR A DISTANCE OF 60.56'  
 SOUTH 33°22'57" WEST FOR A DISTANCE OF 100.05'  
 SOUTH 67°25'19" WEST FOR A DISTANCE OF 69.53'  
 NORTH 26°08'01" WEST FOR A DISTANCE OF 163.00'  
 SOUTH 72°28'34" WEST FOR A DISTANCE OF 14.42'  
 SOUTH 79°33'33" WEST FOR A DISTANCE OF 40.25'  
 SOUTH 47°50'46" WEST FOR A DISTANCE OF 25.89'  
 SOUTH 55°11'42" EAST FOR A DISTANCE OF 42.22'  
 SOUTH 04°25'46" WEST FOR A DISTANCE OF 16.70'  
 SOUTH 31°49'07" WEST FOR A DISTANCE OF 26.82'  
 SOUTH 53°45'38" WEST FOR A DISTANCE OF 26.58'  
 SOUTH 02°20'49" WEST FOR A DISTANCE OF 67.69'  
 SOUTH 53°00'06" WEST FOR A DISTANCE OF 27.01'  
 SOUTH 28°50'35" WEST FOR A DISTANCE OF 25.93'  
 SOUTH 63°19'55" WEST FOR A DISTANCE OF 44.13'

NORTH 73°32'19" WEST FOR A DISTANCE OF 24.56'  
SOUTH 43°35'48" WEST FOR A DISTANCE OF 18.16'  
SOUTH 31°50'38" WEST FOR A DISTANCE OF 45.04'  
SOUTH 86°10'55" WEST FOR A DISTANCE OF 22.19'  
SOUTH 42°08'47" WEST FOR A DISTANCE OF 41.48'

TO A POINT; RUN THENCE NORTH 30 DEGREES 32 MINUTES 55 SECONDS WEST A DISTANCE OF 638.31 FEET TO A ½ INCH CONDUIT FOUND, SAID LINE IS THE SAME AS COMMON PROPERTY LINE OF PROPERTY N/F OWNED BY JAMES ALBERT BROWN JR & LORETTA B BROWN; RUN THENCE NORTH 60 DEGREES 05 MINUTES 06 SECONDS FOR A DISTANCE OF 142.56 FEET TO A ½ INCH CONDUIT FOUND, SAID LINE IS THE SAME AS COMMON PROPERTY LINE OF PROPERTY N/F OWNED BY BROWN HILL BAPTIST CHURCH; RUN THENCE NORTH 28 DEGREES 25 MINUTES 41 SECONDS WEST A DISTANCE OF 728 TO A POINT, SAID LINE IS THE SAME AS COMMON PROPERTY LINE OF PROPERTY N/F OWNED BY BROWN HILL BAPTIST CHURCH; RUN THENCE NORTH 52 DEGREES 21 MINUTES 05 SECONDS EAST A DISTANCE OF 254.67 FEET TO A POINT, SAID LINE IS THE SAME AS COMMON PROPERTY LINE OF PROPERTY N/F OWNED BY AMERICAN NATIONAL RED CROSS; RUN THENCE NORTH 78 DEGREES 17 MINUTES 02 SECONDS EAST A DISTANCE OF 201.59 FEET TO A POINT, SAID LINE IS THE SAME AS COMMON PROPERTY LINE OF PROPERTY N/F OWNED BY AMERICAN NATIONAL RED CROSS; RUN THENCE NORTH 03 DEGREES 25 MINUTES 09 SECONDS WEST FOR A DISTANCE OF 109.46 FEET TO A POINT, SAID LINE IS THE SAME AS COMMON PROPERTY LINE OF PROPERTY N/F OWNED BY AMERICAN NATIONAL RED CROSS; RUN THENCE SOUTH 18 DEGREES 19 MINUTES 32 SECONDS EAST FOR A DISTANCE OF 196.22 FEET TO A POINT, SAID LINE IS THE SAME AS COMMON PROPERTY LINE OF A PORTION OF PROPERTY N/F OWNED BY AMERICAN NATIONAL RED CROSS AND OF A PORTION OF PROPERTY N/F OWNED BY LILLIAN C WEATHERFORD; RUN THENCE NORTH 26 DEGREES 08 MINUTES 01 SECONDS WEST FOR A DISTANCE OF 163.00 FEET TO AN IRON ROD, SAID LINE IS THE SAME AS COMMON PROPERTY LINE OF PROPERTY N/F OWNED BY LILLIAN C WEATHERFORD, AND THE POINT OF BEGINNING.





## CODE DEPARTMENT

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April 6, 2021

To Whom It May Concern:

Below you will find information regarding a Legal Notice scheduled to run in The Walton Tribune on March 28, 2021 concerning a Rezone adjacent to your property.

Being an adjoining property owner, this could be of interest to you.

**BE ADVISED OF THE DATE, TIME AND PLACE OF PUBLIC HEARING:**

**Planning Commission: April 20, 2021**

Will be held at 215 N Broad St at 5:30 PM on the following application:

**City Council: May 11, 2021**

Will be held in the meeting room at 215 N Broad Street at 6:00 PM on the following application:

1. Rezone – 961 Good Hope Rd

Copies of application submittal can be viewed on line at [www.monroega.com](http://www.monroega.com)  
Choose Government, Agendas Meetings, & Minutes, choose the meeting you plan to attend for this application.

If you are interested in speaking at the Council Meeting for or against the request, you will need to sign up before the meeting starts.

Sincerely,  
Debbie Adkinson  
Code Department Assistant

CALL  
DESIGNS, L.L.C.



CHARLESTON MANOR -SINGLE FAMILY ACHITECTURE REVISED



# CALL

DESIGNS, L.L.C.



CHARLESTON MANOR -SINGLE FAMILY ACHITECTURE REVISED

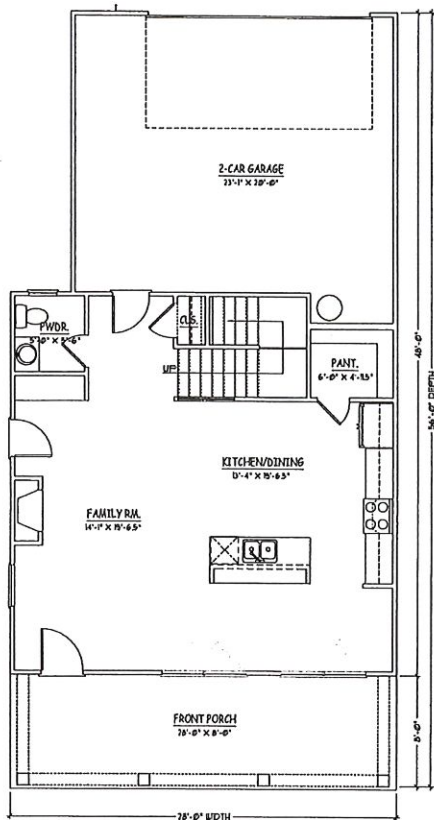
CALL  
DESIGNS, L.L.C.



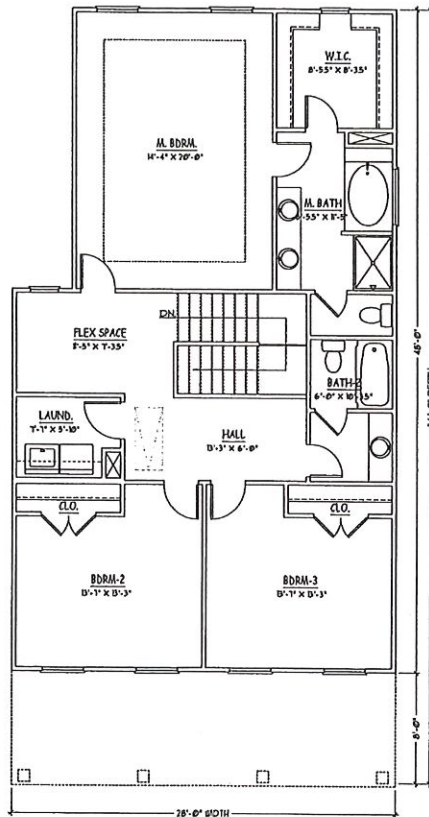
CHARLESTON MANOR -DETACHED HOMES EXTERIOR ACHITECTURE



FIELD GLEN



1  
A3.0 FIRST FLOOR PLAN  
SCALE: 1/4" = 1'-0"  
FIELD GLEN - ELEV 'C'



2  
A3.0 SECOND FLOOR PLAN  
SCALE: 1/4" = 1'-0"  
FIELD GLEN - ELEV 'C'

AREA TABLE	
HEATED AREA:	
FIRST FLOOR	763 SQ. FT.
SECOND FLOOR	139 SQ. FT.
TOTAL	902 SQ. FT.
UNHEATED AREA:	
GARAGE	434 SQ. FT.
COV. FRONT PORCH	314 SQ. FT.
TOTAL	748 SQ. FT.

McKINLEY  
CONSTRUCTION LLC  
655 ENGINEERING DR. SUITE 200  
PEACHTREE CORNERS, GA 30082

FIELD GLEN - ELEV 'C'

BROOKWOOD COMMONS

MONROE COUNTY

FLOOR PLANS

AS NOTED

04-07-2021

NO.	DATE	REVISION

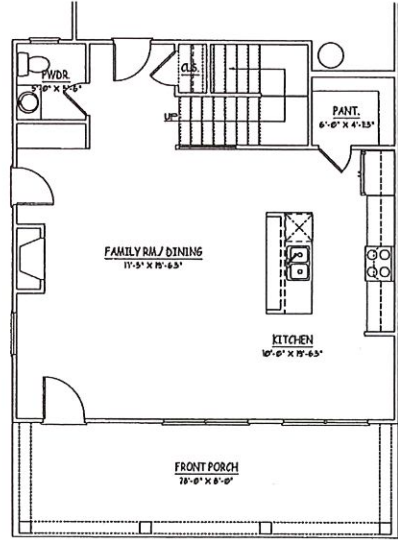
RV

MCK-BROO

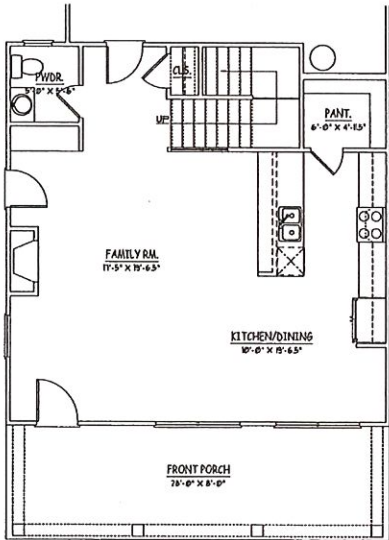
A3.0

☐ RELEASED FOR CONSTRUCTION  
☒ NOT RELEASED FOR CONSTRUCTION

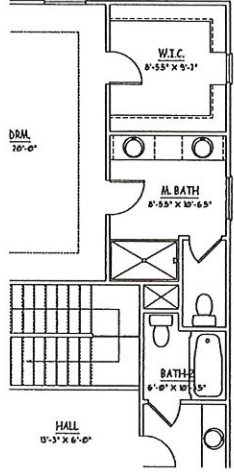
FIELD GLEN



1  
A3.1 KITCHEN LAYOUT-OPTION  
SCALE: 1/4" = 1'-0" FIELD GLEN - ELEV 'C'



2  
A3.1 KITCHEN LAYOUT-OPTION  
SCALE: 1/4" = 1'-0" FIELD GLEN - ELEV 'C'



3  
A3.1 M. BATH/W.I.C. OPTION  
SCALE: 1/4" = 1'-0"

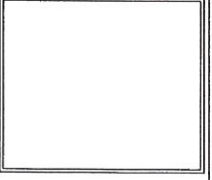
McKINLEY  
CONSTRUCTION LLC  
655 ENGINEERING DRIVE, SUITE 208  
PEACHTREE CORNERS, GA 30092

PROJECT  
FIELD GLEN - ELEV 'C'  
DESCRIPTION  
BROOKWOOD COMMONS  
ADDRESS  
MONROE COUNTY

NOTES  
1. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.  
2. THE OWNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AGENCIES.  
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AGENCIES.  
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AGENCIES.  
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AGENCIES.

SHEET NAME  
FLOOR PLANS-OPTIONS  
SCALE  
AS NOTED  
DATE  
04-07-2021  
REVISIONS

NO.	DATE	REVISION



DATE  
BY  
MCK-BROD A3.1

☐ RELEASED FOR CONSTRUCTION  
☒ NOT RELEASED FOR CONSTRUCTION



**NOTICE TO THE PUBLIC  
CITY OF MONROE**

**A petition has been filed with the  
City of Monroe requesting the  
property at 961 Good Hope Road to  
be rezoned from PCD to PRD  
A public hearing will be held before  
the Monroe Planning and Zoning  
Commission at City Hall Auditorium at  
215 N. Broad Street on April 20, 2021  
at 5:30 P.M. All those having an  
interest should be present to voice  
their interest.**

**A petition has been filed with the  
City of Monroe requesting the  
property at 961 Good Hope Road to  
be rezoned from PCD to PRD  
A public hearing will be held before  
The Mayor and City Council  
at the City Hall Auditorium at  
215 N. Broad Street on May 11, 2021  
at 6:00 P.M. All those having an  
interest should be present to voice  
their interest.**

**PLEASE RUN ON THE  
FOLLOWING DATE:**

**March 28, 2021**



**To:** Planning and Zoning / City Council  
**From:** Patrick Kelley  
**Department:** Planning, Zoning, Code and Development  
**Date:** 03-31-2021  
**Description:** Variance request at 803 E. Spring St.

---

**Budget Account/Project Name:** NA

**Funding Source:** 2021 NA

**Budget Allocation:** NA

**Budget Available:** NA

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

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**Recommendation:** *Staff recommendation is approval without conditions*

**Background:** This property is adding a 2000 sq. ft. to an existing Orthodontic office and increasing in total parking spaces above the permitted 120% maximum based on required parking. This property will remain under the 60% maximum impervious surface area permitted by the zoning ordinance. The area of additional parking could be paved whether utilized as parking or not.

**Attachment(s):** Application, supporting documents and Variance Staff report.



**Planning  
City of Monroe, Georgia  
VARIANCE STAFF REPORT**

---

**APPLICATION SUMMARY**

**VARIANCE CASE #:** VAR-000097-2021

**DATE:** March 26, 2021

**STAFF REPORT BY:** Brad Callender, City Planner

**APPLICANT NAME:** 803 Spring LLC

**PROPERTY OWNER:** 803 Spring LLC

**LOCATION:** Northeast corner of E Spring Street and Bryant Road – 803 E Spring Street

**ACREAGE:** ±0.676

**EXISTING ZONING:** B-3 (Highway Business District)

**EXISTING LAND USE:** Fully developed site with an orthodontic office building and parking area.

**ACTION REQUESTED:** The owner is requesting a variance for this property to allow more parking spaces than permitted by the Zoning Ordinance.

**STAFF RECOMMENDATION:** Staff recommends approval of this variance request as submitted without conditions.

**DATES OF SCHEDULED PUBLIC HEARINGS**

**PLANNING COMMISSION:** April 20, 2021

**CITY COUNCIL:** May 11, 2021

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**REQUEST SUMMARY**

**VARIANCE REQUEST SUMMARY:**

The applicant is requesting approval of a variance in order to construct more parking spaces than allowed under Section 520.3 of the Zoning Ordinance. Section 520.3 limits the maximum parking on a site to 120% of the minimum number of parking spaces required under Table 3, unless a variance is approved to increase the number of parking spaces beyond 120%. The applicant is requesting the variance in order to construct 27 parking spaces, which is 163% of the minimum number of required off-street parking spaces. The applicant states the need for a large amount of parking is due to the unique nature of the business. This proposed 2,000 square foot expansion of the existing office building requires consideration for a Certificate of Appropriateness from the Corridor Commission.

**PROPOSED PROJECT SUMMARY:**

- Orthodontic Office
  - Total Building Floor Area – 5,416 Sf
    - Proposed Building Addition – 2,000 Sf
    - Existing Office Floor Area – 3,416 Sf
  - Required Parking (Zoning Ordinance – Section 520.3)

- 3 spaces / 1,000 Sf & 1 space per employee – 17 parking spaces
- 120% max parking allowed – 21 parking spaces
- Requested Parking
  - 27 parking spaces or 163% of required minimum number of parking spaces

---

### **STAFF ANALYSIS**

THE ANALYSIS OF THE APPLICATION IS MADE BASED UPON THE “STANDARDS FOR VARIANCE APPLICATION DECISIONS” AS SET FORTH IN SECTION 1430.6 OF THE *CITY OF MONROE ZONING ORDINANCE*.

- (1) **Whether there are extraordinary and exceptional conditions pertaining to the subject property because of size, shape, or topography:** The size, shape, and topography of the site are not the basis for this variance request.
- (2) **Whether the literal application of this Ordinance would create an unnecessary hardship:** No undue hardship is created through a literal application of the Zoning Ordinance.
- (3) **Whether the variance would not cause substantial detriment to the public good or impair the purposes or intent of this Ordinance:** If approved, this variance will not cause substantial detriment to the public good or impair the purposes or intent of the zoning ordinance.
- (4) **Whether a variance will no confer upon the property of the applicant any special privilege denied to other properties in the district:** If approved, this variance will not confer upon the property any special privileges denied to other properties in the same zoning district. This variance request does not result in greater building area or density otherwise permitted by the Zoning Ordinance.
- (5) **Whether the special circumstances surrounding the request for the variance are not the result of acts by the applicant:** Section 520.3 of the Zoning Ordinance contains a provision that allows for a variance to be considered in order to exceed 120% of the minimum number of required parking spaces. This provision under Section 520.3 is the basis for this variance request.
- (6) **Whether the variance is not a request to permit a use of land, buildings, or structures which is not permitted by right or by conditional use in the district:** The proposed use and structures in this request are permitted by right in the underlying B-3 zoning district.
- (7) **Whether the zoning proposal is consistent with the construction and design standards and design criteria adopted by the City of Monroe:** The proposed development appears to be consistent with the construction and design standards and criteria adopted by the City.
- (8) **Whether the variance is the minimum variance that will make possible an economically viable use of the land, building, or structure:** The requested variance is likely the minimum variance required to use the property in a manner desired by the applicant.

---

### **STAFF RECOMMENDATION**

Based upon the City Council’s policies, decision making criteria and standards outlined in the Zoning Ordinance of the City of Monroe, staff recommends approval of the requested variance as submitted without conditions to increase the minimum number of parking spaces greater than 120% allowed on the site.





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

## Plan Report

Plan NO.: VAR-000097-2021

Plan Type: Variance

Work Classification: Variance

Plan Status: In Review

Apply Date: 03/22/2021

**Expiration:**

Location Address

Parcel Number

803 E SPRING ST, MONROE, GA 30655

M0130098

Contacts

803 SPRING LLC **Applicant**  
2295 VINTAGE DR, WATKINSVILLE, GA 30677  
(770)310-3560 practiceadmin@grayorthodontics.com

**Description:** REQUEST FOR VARIANCE OF ARTICLE V, SECT 520, TABLE 3 OF ZONING ORDINANCE - P&Z MTG 4/20/2021 @ 5:30 PM - COUNCIL MTG 5/11/2021 @ 6:00 PM  
215 N BROAD ST

Valuation: \$0.00

Total Sq Feet: 0.00

Fees	Amount
Commercial Rezone or Variance Fee	\$200.00
<b>Total:</b>	<b>\$200.00</b>

Payments	Amt Paid
<b>Total Fees</b>	<b>\$200.00</b>
Check # 1022	\$200.00
<b>Amount Due:</b>	<b>\$0.00</b>

Condition Name

Description

Comments

*Debbie Adkinson*

Issued By:

March 22, 2021

Date

Plan\_Signature\_1

Date

Plan\_Signature\_2

Date



**Variance/Conditional Use Application**

Application must be submitted to the Code Department 30 days prior to the Planning & Zoning

Meeting of: 4/20-5/11

**Your representative must be present at the meeting**

Street address 803 East Spring St. Council District 4 / 8 Map and Parcel # M0130098  
 Zoning B-3 Acreage 0.676 Proposed Use ORTHODONTICS Road Frontage 151.45 ft. / on  
EAST SPRING ST. (street or streets)

Applicant  
 Name 803 SPRING, LLC.  
 Address 2295 VINTAGE DR. WATKINSVILLE, GA 30677  
 Phone # 770-310-3560

Owner  
 Name 803 SPRING, LLC.  
 Address 2295 VINTAGE DR. WATKINSVILLE, GA 30677  
 Phone # 770-310-3560

Request Type: (check one) Variance ☒ Conditional Use ☐

Nature of proposed use, including without limitation the type of activity proposed, manner of operation, number of occupants and/or employees, hours of operation, number of vehicle trips, water and sewer use, and similar matters:  
PROPERTY IS CURRENTLY USE AS AN ORTHODONTICS OFFICE. PLANNED EXPANSION  
ACCOMMODATE AN ADDITION OF 2,000 SF TO EXISTING BUILDING.

State relationship of structure and/or use to existing structures and uses on adjacent lots;  
THE PROPERTY IS CURRENTLY ZONED B3. THE PROP. TO THE NORTH IS ZONED R1A.  
THE PROP. TO THE EAST IS ZONED B3. THE SOUTH AND WEST IS BOUNDED BY ROADS.

State reason for request and how it complies with the Zoning Ordinance section 1425.5(1)-(10) & 1430.6(1)-(8):  
DUE TO THE LACK OF PARKING SPACES FOR THE EXISTING FACILITY AND THE NATURE  
OF THE BUSINESS, WHICH REQUIRES HIGH PARKING COUNT.  
WE ARE REQUESTING A VARIANCE TO MEET OUR PARKING NEED.

State area, dimensions and details of the proposed structure(s) or use(s), including without limitation, existing and proposed parking, landscaped areas, height and setbacks of any proposed buildings, and location and number of proposed parking/loading spaces and access ways:  
THE SITE REQUIRED 17 PARKING SPACES. THE CITY ALLOW FOR A MAX. OF 120% OF THE  
REQUIRED, WHICH IS 21 SPACES. OUR NEED IS 27 PARKING SPACES, THEREFORE  
REQUESTING A VARIANCE TO ALLOW FOR AN ADDITIONAL 6 PARKING SPACES.

State the particular hardship that would result from strict application of this Ordinance:  
DUE TO THE NATURE OF OUR BUSINESS WHICH REQUIRED HIGH NUMBER OF EMPLOYEES AND CLIENTS. WE ARE  
REQUESTING A VARIANCE TO PROVIDE FOR PARKING SPACES ABOVE THE MAXIMUM ALLOWED BY THE CITY.

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

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



Documents to be submitted with request:

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

Application Fees:

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

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

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

Signature [Signature] Date: 3/19/21

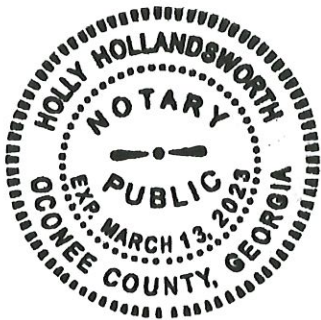
PUBLIC NOTICE WILL BE PLACED AND REMOVED BY THE CODE DEPARTMENT  
SIGN WILL NOT BE REMOVED UNTIL AFTER THE COUNCIL MEETING.

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

Signature [Signature] Date: 3/19/2021  
Date: \_\_\_\_\_

Notary Public  
Commission Expires: 3/13/2023

I hereby withdraw the above application: Signature \_\_\_\_\_ Date \_\_\_\_\_



Deed Doc: WD Rec#: 237162  
**Recorded 03/16/2015 02:47PM**  
 Georgia Transfer Tax Paid : \$0.00  
 KATHY K. TROST  
 Clerk Superior Court, WALTON County, GA  
 Bk **03749** Pg **0414-0417**

After recording return to:  
 Thomas E. Raines, PC  
 3740 Davinci Court, Suite 430  
 Norcross, Georgia 30092

### LIMITED WARRANTY DEED

STATE OF GEORGIA  
 COUNTY OF GWINNETT

THIS INDENTURE, made effective as of the 1<sup>st</sup> day of January, 2015, between **MARK A. GRAY**, a Georgia resident ("**Grantor**"), in favor of **803 SPRING, LLC**, a Georgia limited liability company ("**Grantee**");

### WITNESSETH THAT:

Grantor, for and in consideration of the sum of Ten and No/100 U.S. Dollars (\$10.00), lawful money of the United States of America, to it in hand paid by Grantee, at or before the unsealing and delivery of these presents, the receipt of which is hereby acknowledged, has granted, bargained, sold, aliened, remised, released, conveyed and confirmed and by these presents does grant, bargain, sell, alien, remise, release, convey and confirm unto Grantee and its successors and assigns forever, the parcel of land, with the building and improvements thereon erected, situate, lying and being in the County of Walton, State of Georgia, and more particularly described on the attached Exhibit "A" (the "**Property**").

TOGETHER with all singular the tenements, hereditaments and appurtenances thereunto belonging or in any way appertaining thereto.

TO HAVE AND TO HOLD the same in fee simple forever.

AND Grantor hereby specially warrants the title to the Property and will defend the same against the lawful claims of any persons claiming by, through or under Grantor, but against none other.



IN WITNESS WHEREOF, Grantor has caused these presents to be executed the day and year first above written.

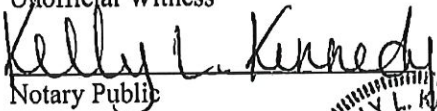
Signed, sealed and delivered in the presence of:

SELLER:



Unofficial Witness

  
MARK A. GRAY



Notary Public

My Commission expires:

[Notary Seal]



SEAL AFFIXED

## EXHIBIT "A"

## LEGAL DESCRIPTION

All that tract or parcel of land lying and being Walton County, Georgia, being Lot 30 and the west half of Lot 31 of T.M. Bryant Subdivision, in the City of Monroe, according to plat recorded in Plat Book 3, page 128, Walton County Records, and according to individual plat recorded in Plat Book 3, page 312, Walton County Records, and being more particularly described as follows:

BEGINNING at an iron pin at the corner formed by the intersection of the northwesterly side of E. Spring Street (also known as U.S. Highway #78, and State Road #10), and the northeasterly side of Bryant Road; thence running northeasterly along the northwesterly side of E. Spring Street, one hundred fifty (150) feet to an iron pin on the southwesterly line of property now or formerly owned by James B. and Louise B. Edwards; thence north 40 degrees west along the southwesterly line of said Edwards property two hundred and four tenths (200.4) feet to an iron pin on the southeasterly line of property now or formerly owned by Tom Bryant; thence south 50 degrees west along the southeasterly line of said Bryant Property one hundred fifty (150) feet to the iron pin on the northeasterly side of Bryant Road; thence running southeasterly along the northeasterly side of Bryant Road two hundred (200) feet to the iron pin at the point of beginning, being improved property.





## 2020 Property Tax Statement

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

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

803 SPRING LLC  
1305 GULFPORT RUN  
GRAYSON, GA 30017

### RETURN THIS PORTION WITH PAYMENT

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

Bill No.	Due Date	Current Due	Prior Payment	Back Taxes	*Total Due*
2020-221	11/15/2020	\$0.00	\$2234.18	\$0.00	Paid 12/20/2020

Map: M0130-00000-098-000

Location: 803 SPRING ST E

Account No: 004420 010

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

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

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

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



Tax Payer: 803 SPRING LLC  
Map Code: M0130-00000-098-000 Real  
Description: .69AC  
Location: 803 SPRING ST E  
Bill No: 2020-221

Building Value	Land Value	Acres	Fair Market Value	Due Date	Billing Date	Payment Good through	Exemptions	
0.00	0.00	0.6900	\$139,020.00	11/15/2020	08/18/2020			
Entity	Adjusted FMV	Net Assessment	Exemptions	Taxable Value	Millage Rate	Gross Tax	Credit	Net Tax
CITY TAX	\$0	\$55,608	\$0	\$55,608	0.007588	\$684.14	-\$262.19	\$421.95
COUNTY	\$0	\$55,608	\$0	\$55,608	0.010677	\$751.32	-\$157.59	\$593.73
SCH BOND	\$0	\$55,608	\$0	\$55,608	0.002300	\$127.90	\$0.00	\$127.90
SCHOOL	\$0	\$55,608	\$0	\$55,608	0.019100	\$1,062.11	\$0.00	\$1,062.11
TOTALS					0.039665	\$2,625.47	-\$419.78	\$2,205.69

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

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

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

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

Current Due	\$2,205.69
Discount	\$0.00
Penalty	\$0.00
Interest	\$0.00
Other Fees	\$28.49
Previous Payments	\$2,234.18
Back Taxes	\$0.00
<b>Total Due</b>	<b>\$0.00</b>
Paid Date	12/20/2020





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

Receipt Number: R00212461

155

Cashier Name: Debbie Adkinson

Terminal Number: 33

Receipt Date: 3/22/2021 10:13:37 AM

Transaction Code: EG - EnerGov

Name: GRAY, LAWRENCE (803 SPRIN \$200.00

Total Balance Due: \$200.00

Payment Method: Check Payn Reference: 1022

Amount: \$200.00

Total Payment Received: \$200.00

Change: \$0.00



SITE PLAN NOTES

1. SITE CONTAINS 0.676 ACRES TOTAL.
2. PROPERTY IS ZONED B-3.
3. BOUNDARY AND TOPOGRAPHIC INFORMATION TAKEN FROM A SURVEY BY ABE SURVEYING AND ENGINEERING, INC. DATED 8/18/17.
4. NO PART OF THIS SITE IS IN A FLOOD HAZARD ZONE ACCORDING TO F.I.R.M. COMMUNITY PANEL NO. 1329700137E, DATED 12/8/16.
5. THERE ARE NO MAXIMUM ALLOWABLE BUILDING HEIGHT LIMIT.
6. ALL CURB RADII ARE 5.0' UNLESS OTHERWISE NOTED.
7. ALL CURB DIMENSIONS ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
8. ALL CONSTRUCTION MATERIALS AND PROCEDURES SHALL CONFORM TO CITY OF MONROE AND GEORGIA DEPARTMENT OF TRANSPORTATION STANDARDS.
9. SEE ARCHITECTURAL PLANS FOR BUILDING FLOOR PLAN DIMENSIONS, DOOR LOCATIONS, AND OTHER ARCHITECTURAL DETAILS.
10. HANDICAP PARKING SPACES SHALL BE DESIGNATED AS RESERVED FOR DISABLED BY A SIGN SHOWING THE SYMBOL OF ACCESSIBILITY. SUCH SIGNS SHALL NOT BE OBTAINED BY VEHICLES PARKING IN THE SPACES.
11. CONTRACTOR TO NOTIFY INSPECTOR AT LEAST 24 HOURS BEFORE BEGINNING EACH PHASE OF CONSTRUCTION.
12. SIGNS, LOCATION, NUMBER AND SIZE ARE NOT APPROVED UNDER THIS DEVELOPMENT PERMIT.
13. NO CERTIFICATE OF OCCUPANCY WILL BE ISSUED UNTIL ALL SITE IMPROVEMENTS HAVE BEEN COMPLETED.
14. HIGH INTENSITY LIGHTING FACILITIES SHALL BE SO ARRANGED THAT THE SOURCE OF ANY LIGHT IS CONCEALED FROM PUBLIC VIEW AND FROM ADJACENT RESIDENTIAL PROPERTY AND DOES NOT INTERFERE WITH TRAFFIC.
15. THE LOCATIONS OF ALL BUILDINGS FROM PROPERTY LINES AND OTHER BUILDINGS SHALL COMPLY WITH THE HEIGHT AND AREA LIMITATIONS OF TABLE 500 AND THE FIRE RESISTIVE REQUIREMENTS OF TABLE 600 OF THE 1995 EDITION OF THE STANDARD BUILDING CODE BASED ON OCCUPANCY GROUP CLASSIFICATIONS AND TYPES OF CONSTRUCTION.
16. NO DRIVE UP WINDOWS ARE PROPOSED.
17. BUILDING NOT TO BE SPRINKLERED.
18. NO SIGNAGE IS PROPOSED AT THIS TIME AND THE APPROPRIATE SIGN PERMITS TO BE OBTAINED AT A LATER DATE.
19. THERE ARE NO EXISTING OR PROPOSED INERT WASTE BURY PITS ON THIS SITE.
20. OWNER IS RESPONSIBLE FOR MAINTENANCE OF STORM DRAIN SYSTEM OUTSIDE OF RIGHT OF WAY.
21. OWNER IS RESPONSIBLE FOR COMPLIANCE WITH N.P.D.E.S. GENERAL PERMIT REQUIREMENTS.
22. THERE ARE NO WETLANDS ON THIS SITE.
23. SITE IS SERVED BY CITY OF MONROE SANITARY SEWER SYSTEM.
24. SITE IS SERVED BY CITY OF MONROE WATER SYSTEM.
25. THERE ARE NO CEMETERIES OR OTHER SIGNIFICANT OR HISTORICAL AREAS ON THE SITE.

SITE PLAN KEYED NOTES

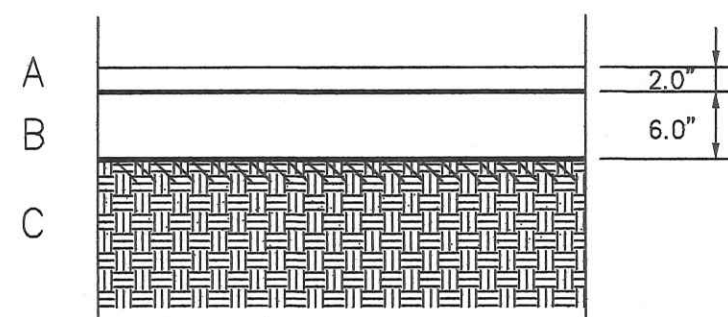
- (A) AREA STRIPED WITH SWSL/4"ACMP @ 45° AT 2'-0" O.C.
- (B) ACCESSIBLE PARKING SPACE TYPICAL. SEE DETAIL SHEET.
- (C) ACCESSIBLE RAMP. SEE DETAIL SHEET D-2.
- (Dg) 24" CONCRETE CURB AND GUTTER (TYPE A) TYPICAL. SEE DETAIL SHEET.
- (Db) 24" CONCRETE CURB AND GUTTER (TYPE B) TYPICAL. SEE DETAIL SHEET.
- (E) PAINTED DIRECTIONAL ARROW (TYPICAL). SEE DETAIL SHEET.
- (F) CONCRETE DUMPSTER PAD.
- (G) 5' CONCRETE SIDEWALK.
- (H) HANDICAP SIGN. SEE DETAIL SHEET.
- (J) PARKING CURB/WHEEL STOP
- (K) 6" RIBBON CURB.

PAVEMENT LEGEND

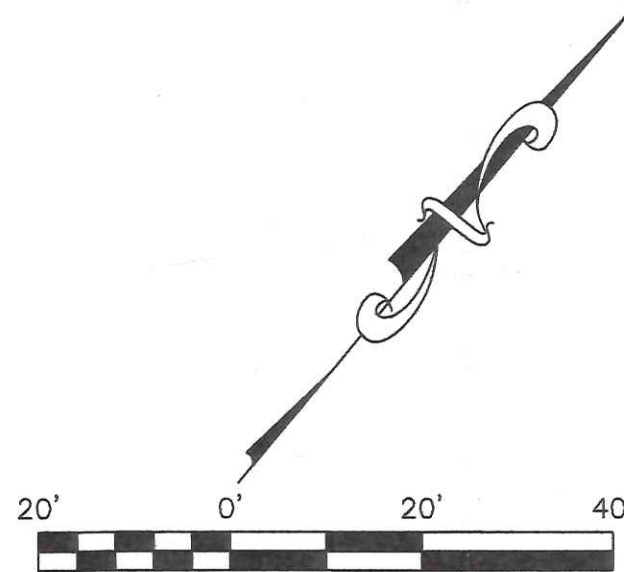


TYPE II PAVEMENT

- A. 2.0 INCH ASPHALT TOPPING - TYPE "E" OR "F"
- B. 6.0 INCHES OF CRUSHED STONE BASE COURSE
- C. STABILIZED SUBGRADE  
RAW SUBGRADE SOIL (IN SITU OR COMPACTED FILL)  
COMPACTED TO A MINIMUM OF 98%  
OF ASTM D 698 DENSITY

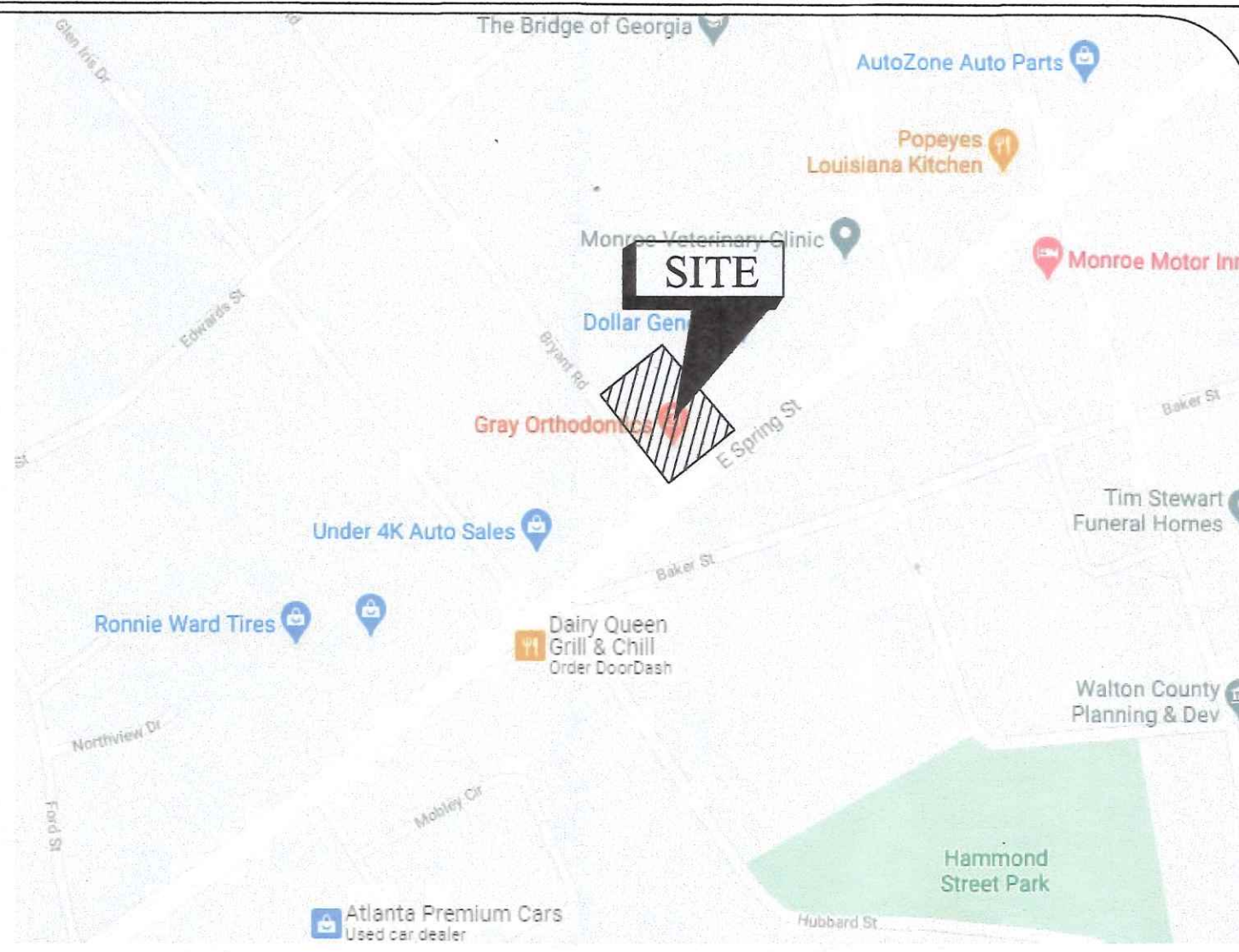


TYPE II PAVEMENT  
(FOR INTERIOR DRIVEWAYS ONLY)  
NO SCALE



GEORGIA811  
www.Georgia811.com

TOTAL SITE AREA = 0.676± ACRES
TOTAL DISTURBED AREA = 0.0± ACRES
THERE ARE NO STATE WATERS ON THE SITE.
THERE ARE NO NWI WETLAND ON SITE. UPON A SITE VISIT, THERE WERE NO VEGETATION WHICH INDICATES WETLANDS ON SITE.



VICINITY MAP  
N.T.S.

SITE ANALYSIS

TOTAL BUILDING	5,416 S.F.
PROP. BUILDING EXPANSION	2,000 S.F.
EX. MEDICAL OFFICE	2,057 S.F.
BASEMENT	1,359 S.F.
TOTAL AREA	0.676 AC.
TOTAL IMPERVIOUS	0.38 AC. OR 56.28%
MAX. IMPERVIOUS	60%
EX. IMPERVIOUS REMOVAL	2,038 S.F.
PROPOSED IMPERVIOUS	5,007 S.F.
NET INCREASE IN IMPERVIOUS	2,969 S.F.
ZONED	B-3

REQUIRED PARKING	
3 SP. / 1,000 S.F.	17 SPACES
TOTAL REQUIRED	17 SPACES
120% MAX. PARKING	21 SPACES
TOTAL PROVIDED	27 SPACES
H.C. SPACES REQ.	2 SPACES
H.C. SPACES PROVIDED	2 SPACES

TREE LEGEND

- WILLOW OAK  
REQUIRED 8' TALL AT  
TIME OF PLANTING
- SHRUBS
- INDIAN HAWTHORN
  - AZELEA
  - KNOCK OUT ROSE
- PROPOSED TREES ARE NOT TO SCALE

PLANT LIST

	COMMON NAME	SIZE	UNITS	TOTAL UNITS
2	WILLOW OAK	1 1/2" CALIPER	0.4	4.4
			TOTAL UNITS	4.4

A.C.E.

ALCOVY CONSULTING ENGINEERING  
AND ASSOCIATES, LLC.

P.O.C. TIP HUYNH, P.E.  
485 Edwards Rd.  
Oxford, Georgia 30054  
Phone: 770-466-4002  
tipacell@gmail.com

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SITE PLAN

PROPOSED  
GRAY  
ORTHODONTICS  
EXPANSION

PARCEL: M0130098

LAND LOT: 72

DISTRICT: 3TH

803 E SPRING STREET

CITY OF MONROE, GA

DATE: 1/12/2021

SCALE: 1" = 20'

OWNER / DEVELOPER

803 SPRING, LLC.  
1305 GULFPORT RUN  
GRAYSON, GA 30017

24 HOUR - EMERGENCY CONTACT  
RYAN HOLLANDWORTH  
404-557-8260  
ryan@hollandsworthconstruction.com

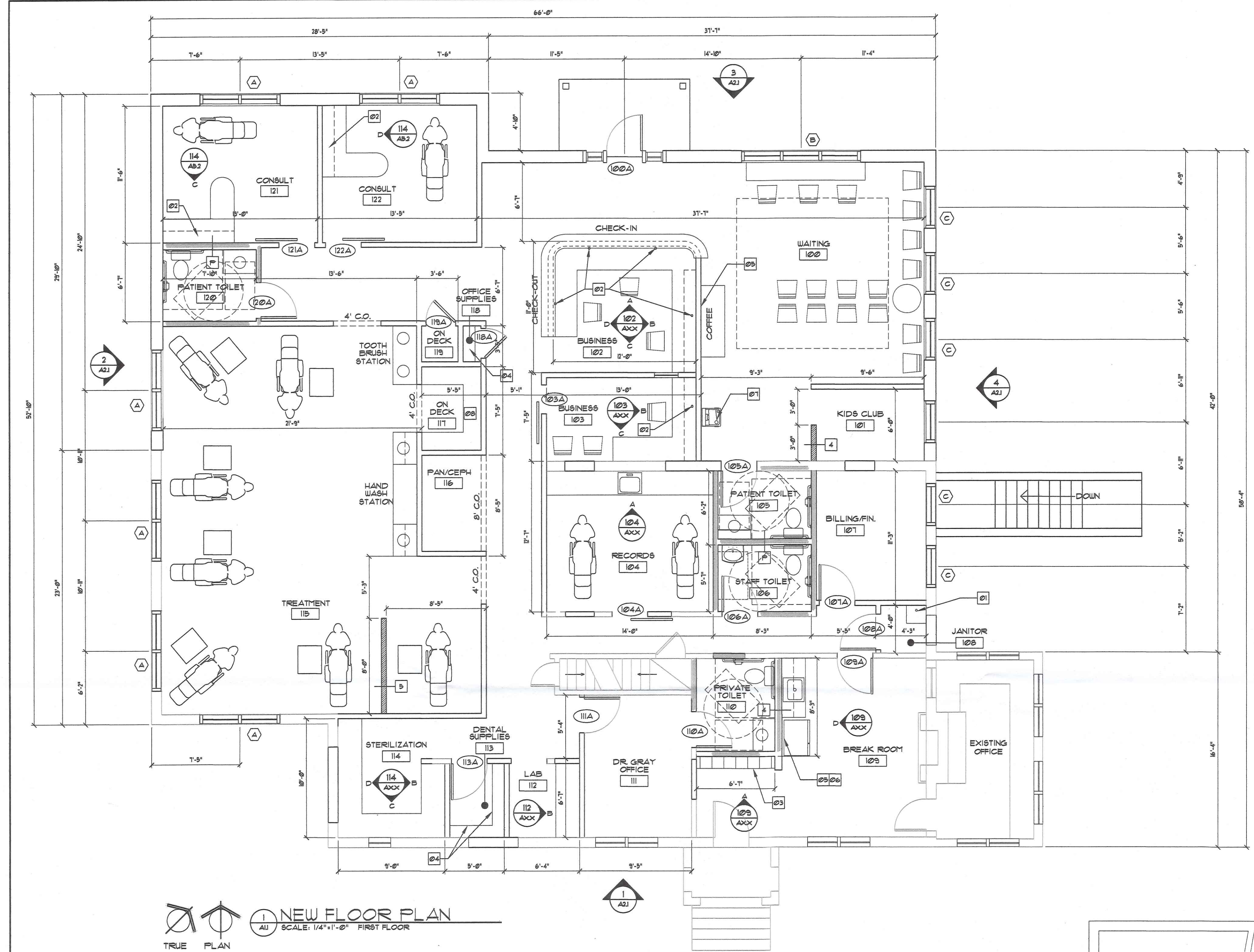
REVISIONS

NO.	DATE	DESCRIPTION

JOB NO. # 20-190

C-1.2



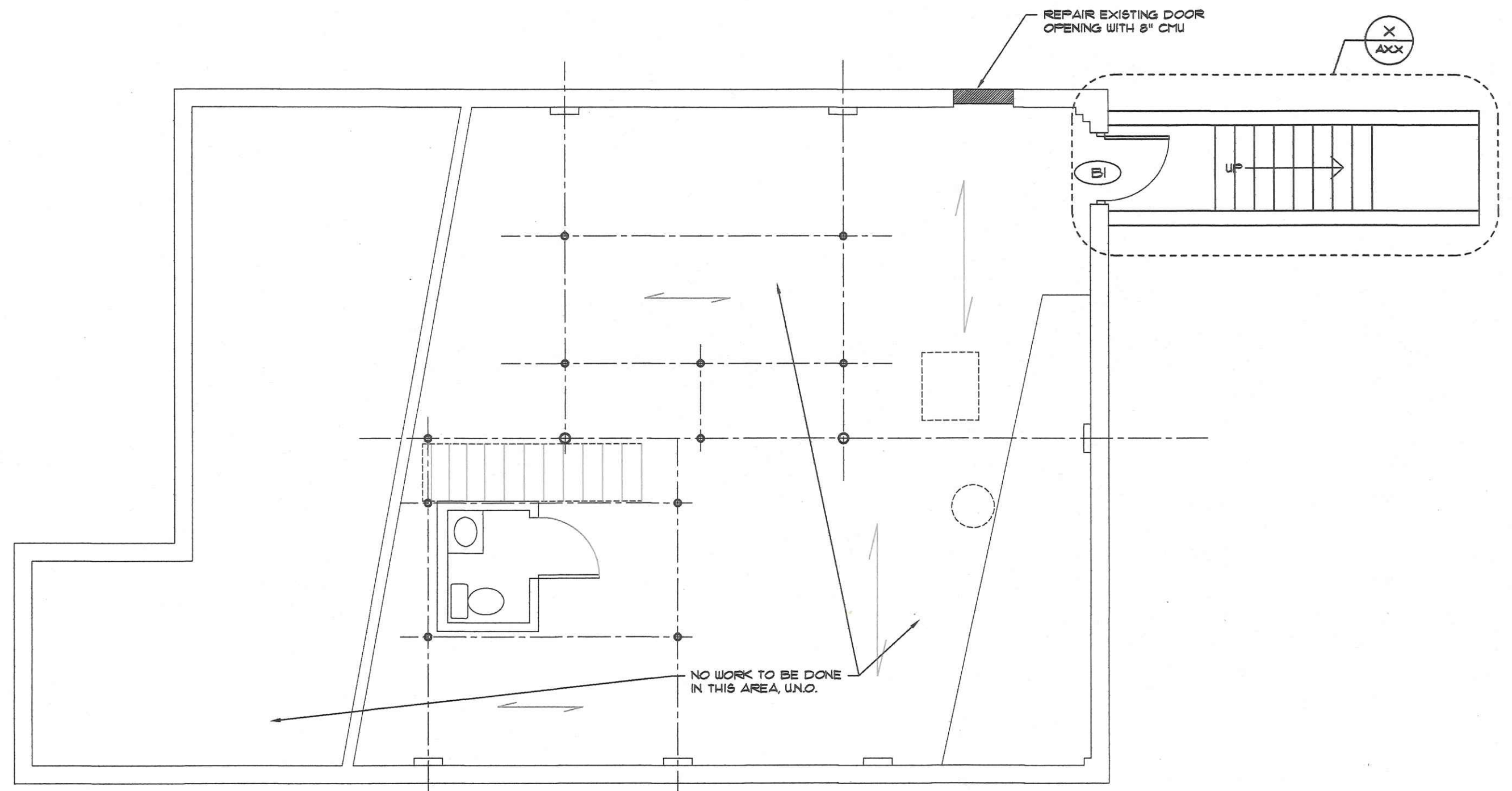


 **NEW FLOOR PLAN**  
SCALE: 1/4"=1'-0" FIRST FLOOR  
TRUE NORTH

- ### GENERAL PLAN NOTES:
- ALL WALL MOUNTED HAND LAVATORIES SHALL BE REINFORCED WITH 2X10 PT LUMBER SET AT MOUNTING LOCATION OF LAVATORY. MOUNT STUDS SO THAT FIXTURE IS CENTERED BETWEEN STUDS - TYPICAL.
  - ALL WALL HUNG SHELVING AND UPPER CASEWORK AND GRAB BARS SHALL HAVE 2X10 WALL REINFORCEMENT BETWEEN STUDS FULL LENGTH AT ANCHOR POINT LOCATIONS - TYPICAL.
  - GC TO INSTALL BLOCKING. VERIFY LOCATION IN FIELD WITH CASEWORK, PLUMBING, AND KITCHEN EQUIPMENT DRAWINGS
  - GC TO COORDINATE WITH DENTAL DRAWINGS FOR ALL BLOCKING LOCATIONS NOT SHOWN ON ALL

- ### KEY NOTES:
- FLOOR MOUNTED MOP SINK. PROVIDE FRP PANELS 48" HIGH ON EACH WALL. COORDINATE WITH PLUMBING PLANS
  - 2" DIA. GROMMET. GC TO VERIFY LOCATIONS IN FIELD
  - LOCKERS. PROVIDED AND INSTALLED BY G.C. SEE ELEVATIONS 2/A&2. LOCKERS TO BE PRICED AS ALTERNATE BY G.C.
  - MELAMINE SHELVING ON STANDARDS & BRACKETS WITH BLOCKING IN WALLS. 9" HIGH STARTING AT 12" AFF.
  - WATER CONNECTION INSTALLED BY GC. SEE PLUMBING DRAWINGS
  - REF. SUPPLIED AND INSTALLED BY OWNER
  - GC TO INSTALL NEW WATER FOUNTAIN WITH BOTTLE FILLER. SEE PLUMBING DRAWINGS
  - 17" HIGH BENCH. SEE INTERIOR ELEVATIONS

- ### WALL LEGEND
- EXISTING EXTERIOR WALLS
  - EXISTING INTERIOR WALLS
  - EXTERIOR WALL: 2X6 WOOD STUDS AT 16" O.C. WITH R-19 KRAFT FACED BATT INSUL. AND 5/8" MOLD RESISTANT GYP. BD. ON INTERIOR. EXTERIOR - 1/2" ADVANTECH ZIP SHEATHING WITH TAPED JOINTS. EXTERIOR FINISH AS SCHEDULED
  - TYPICAL INTERIOR NON-LOAD BEARING PARTITION: 2X4 WOOD STUDS @ 16" O.C. WITH 5/8" GYP. BD. EACH SIDE. FULL-HEIGHT TO UNDERSIDE OF STRUCTURE
  - INTERIOR NON-LOAD BEARING PARTITION: (PLUMBING WALL) 2X6 WOOD STUDS @ 16" O.C. WITH 5/8" GYP. BD. EACH SIDE. FULL HEIGHT TO UNDERSIDE OF STRUCTURE
  - INTERIOR NON-LOAD BEARING PARTITION: 2X4 WOOD STUDS @ 16" O.C. WITH 5/8" GYP. BD. EACH SIDE. 4'-0" IN HEIGHT
  - INTERIOR NON-LOAD BEARING PARTITION: 2X4 WOOD STUDS @ 16" O.C. WITH 5/8" GYP. BD. EACH SIDE. 5'-0" IN HEIGHT
  - INDICATES 3" SOUND BATT INSULATION IN WALLS
  - FE PROVIDE SEMI-RECESSED FIRE CABINET WITH FIRE EXTINGUISHER. SHALL BE LOCATED PER THE REQUIREMENTS OF NFPA 10. THE SIZE SHALL BE A MINIMUM OF 2A10BC. 4 ARE REQUIRED AND SHALL BE INSTALLED AT A MAXIMUM OF 48" AFF TO THE TOP OF THE HANDLE.
  - EP NEW RECESSED ELECTRICAL PANEL



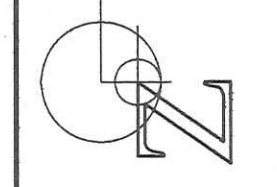
 **NEW FLOOR PLAN**  
SCALE: 1/4"=1'-0" BASEMENT  
TRUE NORTH

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DRAWING REVISION	NO.	DATE	REVISION	ISSUE

DR. GRAY

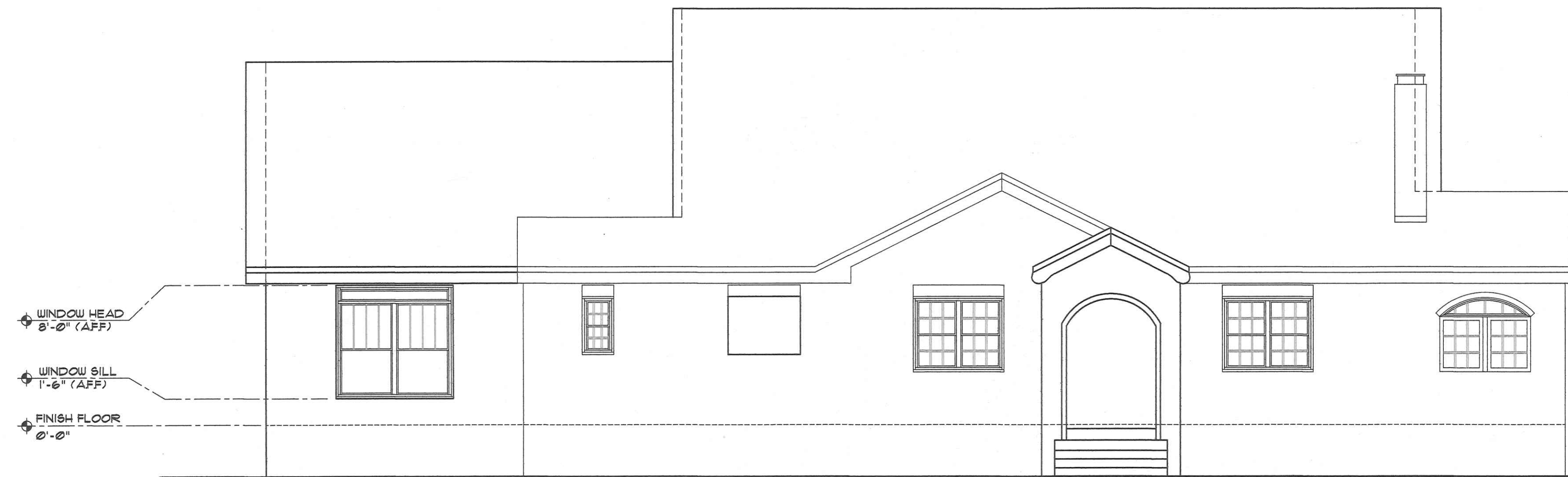
**ZANARDO ARCHITECTS, P.C.**  
295 CULVER STREET SOUTH  
SUITE C  
LAWRENCEVILLE, GA 30046  
770.806.1031



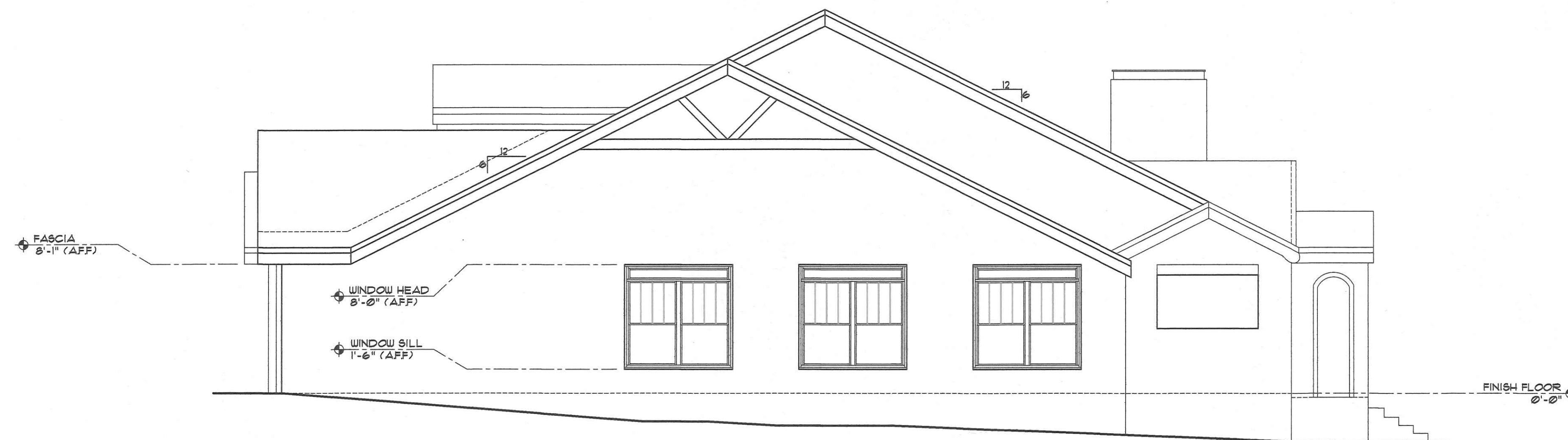
date 3/12/21  
draw NT  
checkd SZ  
proj# 2021-01

NOT FOR CONSTRUCTION





1 REAR ELEVATION  
A21 SCALE: 1/4"=1'-0"



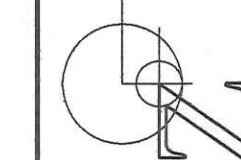
2 LEFT SIDE ELEVATION  
A21 SCALE: 1/4"=1'-0"

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DRAWING REVISION		ISSUE RECORD	
no.	date	date	issue

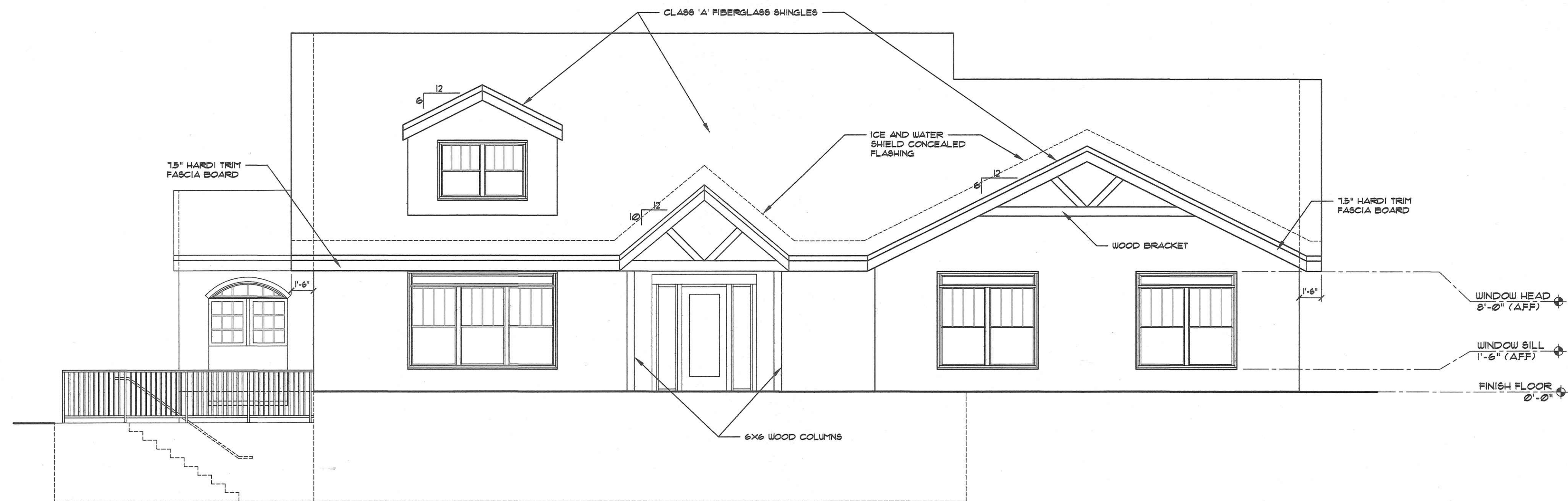
DR. GRAY

**ANARDO**  
ARCHITECTS, P.C.  
295 CULVER STREET, SOUTH  
LAWRENCEVILLE, GA 30046  
770.806.1031



date 3/12/21  
drawn NT  
checked SZ  
proj# 2021-01





1 FRONT ELEVATION  
SCALE: 1/4"=1'-0"



2 RIGHT SIDE ELEVATION  
SCALE: 1/4"=1'-0"

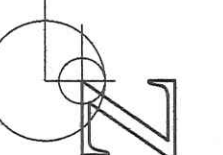
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ISSUE RECORD	
no.	date

DRAWING REVISION	
no.	date

DR. GRAY

ZANARDO  
ARCHITECTS, P.C.  
285 OLIVER STREET, SUITE C  
LAWRENCEVILLE, GA 30046  
770.806.1031



date 3/12/21  
drawn NT  
checked SZ  
proj# 2021-01



## CODE DEPARTMENT

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April 6, 2021

To Whom It May Concern:

Below you will find information regarding a Legal Notice scheduled to run in The Walton Tribune on April 4, 2021 concerning a Variance adjacent to your property.

Being an adjoining property owner, this could be of interest to you.

**BE ADVISED OF THE DATE, TIME AND PLACE OF PUBLIC HEARING:**

**Planning Commission: April 20, 2021**

Will be held at 215 N Broad St at 5:30 PM on the following application:

**City Council: May 11, 2021**

Will be held in the meeting room at 215 N Broad Street at 6:00 PM on the following application:

1. Variance – 803 East Spring Street

Copies of application submittal can be viewed on line at [www.monroega.com](http://www.monroega.com)  
Choose Government, Agendas Meetings, & Minutes, choose the meeting you plan to attend for this application.

If you are interested in speaking at the Council Meeting for or against the request, you will need to sign up before the meeting starts.

Sincerely,  
Debbie Adkinson  
Code Department Assistant



**NOTICE TO THE PUBLIC  
CITY OF MONROE**

**The City of Monroe has received a request for a variance of Article V, Section 520, Table 3 of the Zoning Ordinance for 803 East Spring St. A public hearing will be held on April 20, 2021 before the Planning & Zoning Commission, at 5:30 P. M.**

**The City of Monroe has received a request for a variance of Article V, section 520, Table 3 of the Zoning Ordinance for 803 East Spring Street. A public hearing will be held on May 11, 2021 before the Mayor and Council, at 6:00 pm.**

**This meeting will be held at 215 N Broad Street. All those having an interest should be present.**

**Please run on the  
following date:**

**March 28, 2021**



**To:** Planning and Zoning / City Council  
**From:** Patrick Kelley  
**Department:** Planning, Zoning, Code and Development  
**Date:** 03-31-2021  
**Description:** Rezone request 961 Good Hope Road

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**Budget Account/Project Name:** NA

**Funding Source:** 2021 NA

**Budget Allocation:** NA

**Budget Available:** NA

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

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**Recommendation:** *Staff recommendation is approval with conditions listed in the rezone staff report*

**Background:** This is a long standing partially developed planned district which currently requires a commercial component. The request seeks to rezone the property to a PRD which would eliminate the commercial area and reconfigure it with single family residences including townhouses.

**Attachment(s):** Application, supporting documents, Staff report



**Planning  
City of Monroe, Georgia  
REZONE STAFF REPORT**

---

**APPLICATION SUMMARY**

**REZONE CASE #:** RZ-000098-2021

**DATE:** March 26, 2021

**STAFF REPORT BY:** Brad Callender, City Planner

**APPLICANT NAME:** Smith Planning Group

**PROPERTY OWNER:** KFB Enterprises Inc.

**LOCATION:** South side of Good Hope Road – 961 Good Hope Road

**ACREAGE:** ±43.318

**EXISTING ZONING:** PCD (Planned Commercial District)

**EXISTING LAND USE:** Partially developed with roadway infrastructure, utilities, and stormwater facilities

**ACTION REQUESTED:** Rezone PCD to PRD (Planned Residential Development)

**REQUEST SUMMARY:** The owners are petitioning for a rezone of this property in order to allow for residential development with mixed housing types.

**STAFF RECOMMENDATION:** Staff recommends approval of this rezone request with conditions.

**DATES OF SCHEDULED PUBLIC HEARINGS**

**PLANNING COMMISSION:** April 20, 2021

**CITY COUNCIL:** May 11, 2021

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**REQUEST SUMMARY**

**REZONE REQUEST SUMMARY:**

The applicant is requesting approval of a rezone modification in order to construct a residential development with mixed housing types. The subject property was annexed into the City in September of 2003 and rezoned to PCD (Planned Commercial District). The property was partially developed with roadway infrastructure, utilities, and stormwater facilities the following year. Further development of the property ceased and the site has been dormant ever since. The applicant is now requesting a rezone to PRD (Planned Residential District) to develop the site with only mixed residential housing types.

**PROPOSED PROJECT SUMMARY:**

- Planned Residential Development
  - Mixed residential development with single-family attached and detached residences
  - Development Area – 43.318 Acres
  - Total Residential Units Proposed – 142 Units
    - Single-Family Attached Residences – 44
      - Min. Lot Size – 2,700 Sf
    - Single-Family Detached Residences – 98

- Min. Lot Size – 5,700 Sf
- Min. Dwelling Size – 1,600 Sf
- Development Density – 3.27 DUs per acre
- Open Space – 9.732 Acres (22.4%)

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## **STAFF ANALYSIS**

THE ANALYSIS OF THE APPLICATION IS MADE BASED UPON THE “STANDARDS FOR ZONING MAP AMENDMENT APPLICATION DECISIONS” AS SET FORTH IN SECTION 1421.8 OF THE *CITY OF MONROE ZONING ORDINANCE*.

- (1) **The location, present use, and zoning classification of the subject property, and its suitability and economic viability for use as currently zoned:** The property was annexed into the City in September of 2003. The property was rezoned to PCD (Planned Commercial District). The development plan included with the PCD rezone proposed to develop the site with residential and non-residential uses. The property has strong economic viability as currently zoned. However, due to lack of market demand for commercial development along Good Hope Road, the developer wishes to remove the commercial component from the development. The requested PRD (Planned Residential District) is more suitable for development that will only contain a mix of residential housing types.
- (2) **The proposed use and zoning classification of the subject property:** The requested rezone to PRD (Planned Residential District) is essentially a downzone from the current PCD (Planned Commercial District) zoning. The major difference between the proposed use and zoning classification will be the removal of the ability to develop the site with a non-residential component.
- (3) **The existing land uses and zoning classification of nearby property, whether the zoning proposal seeks a use consistent with the use and development of adjacent and nearby property, and to what extent the zoning proposal will adversely affect adjacent or nearby property:** Properties located west of the site are zoned P (Professional) and R-1 (Large Lot Residential District) along Church Street/Good Hope Road. Properties north of the site in the City are zoned R-1 and R-1A (Medium Lot Residential District). Properties south and east of the site are located in unincorporated Walton County. The proposed residential development is consistent with development on neighboring properties within the City. The proposed residential development should not adversely affect adjacent properties.
- (4) **Whether the zoning proposal will result in a use which could adversely affect existing infrastructure including without limitation streets, transportation facilities, utilities, schools, police and fire protection, and municipal personnel:** The site has been partially developed with streets, alleys, and parking areas. There are two entrances to the site that contain deceleration lanes and acceleration tapers, including central left turn lanes on Good Hope Road. No additional transportation improvements should be required to accommodate development of the site. City services such should be adequate to serve the proposed development.
- (5) **Whether the zoning proposal is consistent with the Comprehensive Plan:** The Future Land Use Map designates this property under the category of Residential. The existing zoning and proposed rezone modification comply with the intent of the Future Land Use Map.



- (6) **Whether there are other factors or existing or changing conditions regarding the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal:** Under the current PCD zoning, the intent was to develop the site with a commercial component along the frontage of the site with the remaining portion of the site to be developed as single-family detached residential. The intent of this rezone request is to modify the development to include townhomes in lieu of the commercial component. As previously described, there is a lack of market demand for commercial development along the Church Street/Good Hope Road corridor.

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#### **STAFF RECOMMENDATION**

Based upon the City Council's policies, decision making criteria and standards outlined in the Zoning Ordinance of the City of Monroe, staff recommends approval of the requested rezone for a residential development with the following conditions:

1. The minimum dwelling size allowed shall be 1,600 Sf.
2. The developer shall provide a minimum of six (6) building designs for the single-family detached residences.
3. The developer shall provide a minimum of three (3) of the following amenities for recreation: pool, playground, pavilion, clubhouse/fitness center, play courts such as but not limited to tennis, volleyball, or basketball.



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

## Plan Report

Plan NO.: RZ-000098-2021

Plan Type: Re-Zoning Request All Types

Work Classification: Request for Rezone

Plan Status: In Review

Apply Date: 03/22/2021

**Expiration:**

**Location Address**

**Parcel Number**

961 GOOD HOPE RD, MONROE, GA 30655

M0240154

**Contacts**

KFB ENTERPRISES INC  
PO BOX 122, CONYERS, GA 30012  
(770)922-0403

**Owner**

SGILES@BARKSDALEFLYNT.COM

**SMITH PLANNING GROUP**

1022 Twelve Oaks Pl #201, Watkinsville, GA 30677  
(706)769-9515

**Applicant**

**Description:** REQUEST FOR REZONE FROM PCD TO PRD - P&Z MTG 4/20/2021 @ 5:30 PM  
- COUNCIL MTG 5/11/2021 @ 6:00 PM 215 N BROAD ST

**Valuation:** \$0.00

**Total Sq Feet:** 0.00

Fees	Amount
Single Family Rezone or Variance Fee	\$100.00
<b>Total:</b>	<b>\$100.00</b>

Payments	Amt Paid
<b>Total Fees</b>	<b>\$100.00</b>
Check # 3117	\$100.00
<b>Amount Due:</b>	<b>\$0.00</b>

Condition Name

Description

Comments

Issued By:

March 22, 2021

Date

Plan\_Signature\_1

Date

Plan\_Signature\_2

Date



REZONE APPLICATION FORM

PERMIT NUMBER \_\_\_\_\_

- I. LOCATION 961 GOOD HOPE RD  
 COUNCIL DISTRICT 5  
 MAPNUMBER \_\_\_\_\_  
 PARCEL NUMBER M0240154
- II. PRESENT ZONING PCD REQUESTED ZONING PRD
- III. ACREAGE 43.24 PROPOSED USE RESIDENTIAL
- IV. OWNER OF RECORD KFB ENTERPRISES INC  
 ADDRESS P.O. BOX 122 CONYERS, GA 30012

PHONE NUMBER 770-922-0403 Email sgiles@barksdaleflynt.com

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

## V. ANALYSIS:

1. A description of all existing uses and zoning of nearby property  
Walton County - A1 / R1 / A / A2 / P - Residential , Agricultural, and Carver Middle School  
City of Monroe - R1 / P / R1A - Residential
2. Description of the extent to which the property value of the subject property is diminished by the existing zoning district classification The commercial use proposed in the approved PD has proved to be infeasible and its requirement a deterrent from developing the residential.
3. The existing value of the property contained in the petition for rezoning under the existing zoning classification 4.2 MILLION
4. The value of the property contained in the application for rezoning under the proposed zoning Classification 4.2 MILLION
5. A description of the suitability of the subject property under the existing zoning classification  
Commercial use within the approved PD has proved unsuitable as evidenced by the tract remaining undeveloped since 2004. The residential is a suitable use.
6. A description of the suitability of the subject property under the proposed zoning classification of the property  
Residential is a suitable use and is compatible with the surrounding residential zoned land and uses.

Rezoning Application  
Page Two (2)

7. A description of any existing use of property including a description of all structures presently occupying the property The existing use is vacant. Infrastructure including streets, curb and gutter, sewer, water, stormwater mangament has been installed. No buildings exist on site.
8. The length of time the property has been vacant or unused as currently zoned The property was rezoned in 2002 and has not been developed to the approved PCD
9. A detailed description of all efforts taken by the property owner(s) to use the property or sell the property under the existing zoning classification Under present zoning  
WE COULD NOT SELL IT

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

**LEGAL DESCRIPTION OF PROPERTY**



Rezoning Application  
Page Three (3)

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

Owner of property (signature) A. Randolph Birkdale  
Address 994 Institute Street Conyers GA 30012  
Phone Number 770-922-0403

Attorney/Agent (signature) Charles R. Smith SMITH PLANNING GROUP  
Address 1022 TWELVE OAKS PL #201 WATKINSVILLE, GA 30677  
Phone Number 706.769.9515 3.18.2021



Personally appeared before me the above applicant named A. Randolph Birkdale who on oath says that he/she is the member/director for the foregoing, and that all the above statements are true to the best of his/her knowledge.

Pamela L. Cope (Notary Public) 3.18.2021 (Date)

My Commission Expires June 17, 2024



### **Disclosure of Campaign Contributions**

In accordance with the Conflict of Interest in Zoning Act, O.C.G.A., Chapter 36-67A, the following questions must be answered:

Have you the applicant made \$250 or more in campaign contributions to a local government official within two years immediately preceding the filing of this application?

\_\_\_\_\_ yes ☒ no

If the answer is yes, you must file a disclosure report with the governing authority of Walton County showing:

1. The name and official position of the local governing authority in Walton County to whom the campaign contribution was made.
2. The dollar amount and description of each campaign contribution made during the two years immediately preceding the filing of this application and the date of each such contribution was made.

This disclosure must be filed when the application is submitted.



Signature of Applicant/Date

Check one: Owner ☒ Agent \_\_\_\_\_



Rezoning Application  
Page Four (4)

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

☒ Sanitary Sewer ☐ Septic Tank

The following information must be included in the application material requesting an annexation or zoning change from \_\_\_\_\_ to \_\_\_\_\_ located at \_\_\_\_\_, containing \_\_\_\_\_ acre(s), property owner being \_\_\_\_\_ filed on \_\_\_\_\_.

CHECK LIST - APPLICATION MATERIAL

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

- ☒ Monroe Utilities Network Availability Letter

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

Page five (5)

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

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

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

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

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

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

Rezoning Application



Page six (6)

COMMENTS

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Disclosure of Campaign Contributions and/or gifts:

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

I hereby withdraw the above application: Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Disclosure of Campaign Contributions**

In accordance with the Conflict of Interest in Zoning Act, O.C.G.A., Chapter 36-67A, the following questions must be answered:

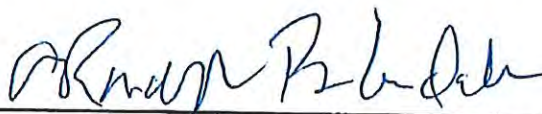
Have you the applicant made \$250 or more in campaign contributions to a local government official within two years immediately preceding the filing of this application?

\_\_\_\_\_ yes ☒ no

If the answer is yes, you must file a disclosure report with the governing authority of Walton County showing:

1. The name and official position of the local governing authority in Walton County to whom the campaign contribution was made.
2. The dollar amount and description of each campaign contribution made during the two years immediately preceding the filing of this application and the date of each such contribution was made.

This disclosure must be filed when the application is submitted.



Signature of Applicant/Date

Check one: Owner ☒ Agent \_\_\_\_\_

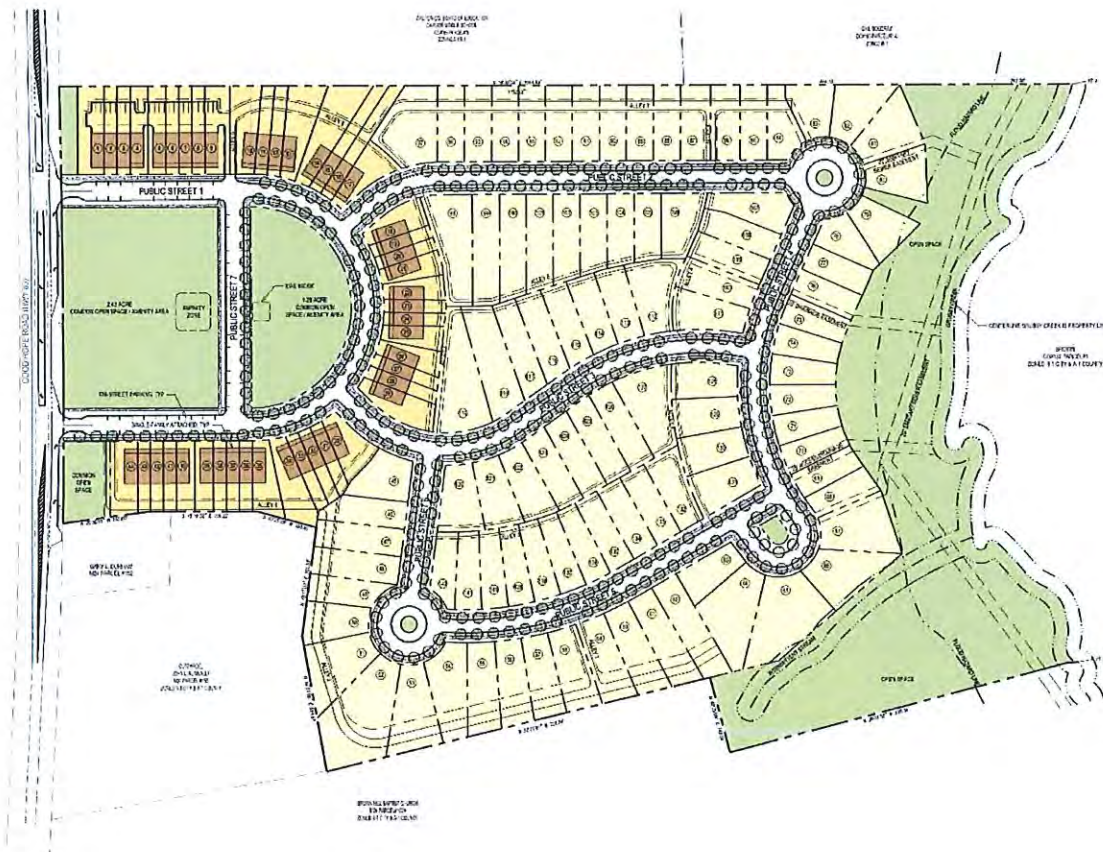


# PLANNED RESIDENTIAL DEVELOPMENT REPORT

19 March 2021

## 961 GOOD HOPE ROAD

Monroe, Georgia



Site Plan

### INTRODUCTION

961 Good Hope Road is a planned development approved in 2003. After approval, streets, utilities and stormwater infrastructure were installed before the project fell victim to the Great Recession. The site has been dormant ever since. The original concept was to create a mixed-use community that contained a commercial



# 961 GOOD HOPE ROAD

CITY OF MONROE

**PROJECT DATA**

1. PROJECT PARCEL DATA:  
561 GOOD HOPE ROAD  
MONROE, GA  
TAX PARCEL W0240154
2. OWNER:  
KFB ENTERPRISES INC  
P.O. BOX 122  
CONYERS, GA 30012
3. TOTAL PROJECT ACREAGE: 43.318 AC
4. EXISTING ZONING: PLANNED COMMERCIAL DEVELOPMENT (PCD)  
PROPOSED ZONING: PLANNED RESIDENTIAL DEVELOPMENT (PRD)  
PROPOSED USE: RESIDENTIAL
5. WATER SUPPLY: CITY OF MONROE  
SEWERAGE: CITY OF MONROE  
SOLID WASTE COLLECTION: CITY OF MONROE
6. PROPOSED UTILITIES: ALL UTILITIES ARE TO BE INSTALLED UNDERGROUND.
7. THIS PROJECT SHALL MEET ALL CITY OF MONROE ORDINANCES PERTAINING TO SIGNS, SIDEWALKS, STREET LIGHTING, STREET TREES, AND SOLID WASTE COLLECTION. ALL LIGHTING FIXTURES MUST BE FULLY SHIELDED IN ACCORDANCE WITH CITY OF MONROE STANDARDS TO ENSURE DOWNWARD ILLUMINATION ONLY.
8. STORMWATER MANAGEMENT SHALL BE IN ACCORDANCE WITH CITY OF MONROE ORDINANCES AND REGULATIONS.
9. BOUNDARY AND TOPOGRAPHIC INFORMATION OBTAINED FROM A SURVEY BY BREWER AND DUDLEY, LLC DATED 2003.
10. SIGNS WILL BE APPLIED FOR UNDER SEPARATE PERMITS
11. PROVISIONS FOR A RECYCLING PLAN AND SEPARATION OF SOLID WASTE AND RECYCLABLE MATERIALS SHALL BE MADE CITY OF MONROE REQUIREMENTS.

**DEVELOPMENT SUMMARY PRD**
**RESIDENTIAL**

 SINGLE-FAMILY DETACHED: 99 UNITS  
 SINGLE-FAMILY ATTACHED: 44 UNITS  
 TOTAL RESIDENTIAL UNITS: 142 UNITS

**RESIDENTIAL DENSITY**  
 PROPOSED: 3.35 LOTS / ACRE

**COMMON OPEN SPACE / PUBLIC USE**  
 OPEN SPACE: 41-31.32 ACRE (22.4%)  
 ROAD RIGHT-OF-WAY: 41-7.604 ACRE (17.3%)

**PARKING**

EACH SINGLE FAMILY RESIDENCE WILL HAVE A MINIMUM OF 2 OFF-STREET PARKING SPACES. IN ADDITION, RESIDENTIAL STREETS WILL PROVIDE UNMARKED PARALLEL PARKING ON ONE SIDE.

STRIPED PARALLEL PARKING PROVIDED AROUND THE CENTRAL COMMON SPACE IS APPROXIMATELY TO SPACES

**DEVELOPMENT STANDARDS**
**DETACHED SINGLE FAMILY:**

 MAXIMUM LOT COVERAGE: 40%  
 FRONTAGE (EXCLUDING INSIDE CURVE LOTS): 50 FT  
 SETBACKS:  
   FRONT: 10 FT  
   SIDE: 6 FT  
   REAR: 12 FT  
 \*THE REAR SETBACK ON LOTS THAT BACK UP TO THE PERIMETER WILL BE 24 FT.  
 MAXIMUM BUILDING HEIGHT: 30 FT  
 MINIMUM LOT SIZE: 5,700 SF

**ATTACHED SINGLE FAMILY (TOWNHOUSE):**

 MAXIMUM LOT COVERAGE: 70%  
 FRONTAGE (EXCLUDING INSIDE CURVE LOTS): 24 FT  
 SETBACKS:  
   FRONT: 0 FT  
   SIDE: 0 FT  
   REAR: 10 FT  
 \*THE REAR SETBACK ON LOTS THAT BACK UP TO THE PERIMETER WILL BE 24 FT.  
 MAXIMUM BUILDING HEIGHT: 30 FT  
 MINIMUM LOT SIZE: 2,700 SF

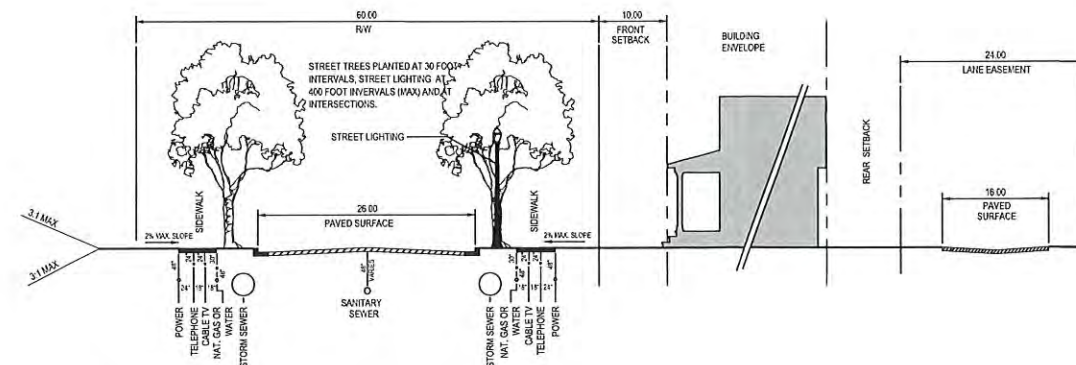
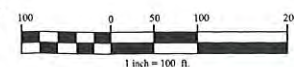
**BEARINGS AND DISTANCES ALONG CENTERLINE OF GRUBBY CREEK FROM POINT A TO POINT B**

DIRECTION	DISTANCE
S 60° 22' 45" W	8.85
N 66° 03' 21" W	109.77
N 53° 15' 17" W	27.82
N 51° 22' 34" W	44.35
N 81° 57' 41" W	36.29
S 66° 49' 51" W	71.64
N 78° 40' 39" W	41.53
S 84° 50' 39" W	44.13
S 62° 16' 35" W	101.28
N 61° 08' 02" W	87.84
S 65° 21' 15" W	60.96
S 33° 22' 51" W	100.06
S 87° 28' 19" W	68.63
N 76° 18' 01" W	113.09
S 72° 28' 34" W	14.42
S 79° 33' 23" W	40.25
S 47° 50' 49" W	42.22
S 55° 11' 42" E	42.22
S 64° 25' 45" W	16.70
S 31° 49' 01" W	26.82
S 84° 45' 38" W	26.58
S 63° 20' 49" W	67.49
S 53° 00' 06" W	27.01
S 28° 36' 25" W	24.91
S 63° 19' 55" W	44.17
N 73° 32' 19" W	24.56
S 43° 35' 48" W	18.16
S 31° 50' 36" W	45.06
S 68° 10' 55" W	22.19
S 42° 08' 47" W	41.67

NUMBER	DIRECTION	DISTANCE
L1	N 72° 50' 31" E	51.65
L2	N 71° 36' 25" E	207.41
L3	N 71° 04' 35" E	210.84
L4	N 70° 48' 05" E	107.09
L5	N 70° 29' 23" E	224.07

**KEY MAP**

- SINGLE FAMILY DETACHED
- SINGLE FAMILY ATTACHED
- COMMON OPEN SPACE


 STREET CROSS SECTION (60' R/W)  
 NOT TO SCALE


SEALS:



SHEET TITLE:

PRD SITE PLAN

SHEET ISSUE: 3/19/2021 PROJECT NO. 21-3042

SHEET NO.

PRD-10



core along the frontage of Church Street. Having sat vacant for nearly a decade, new efforts are being made to bring life into this development with necessary adjustments to meet the current housing demand in the area. This request seeks to remove the commercial component of the current planned development and revise the plan to increase the number of townhomes lots and increase the open space and community amenity area.



Aerial Photograph with Project Boundary

### **SITE DESCRIPTION AND CURRENT USE**

The 43.418-acre subject property is located on the south side of Church Street (Formerly Georgia Highway 83). It is bordered on the east by the Carver Middle School campus and an undeveloped tract. It is bound on the south by Grubby Creek. On the western property boundary, the land is largely undeveloped with one residence along the Church Street road frontage. The subject property slopes gently to the south and has been cleared and graded with infrastructure improvements installed throughout the site. The roadways and parking areas have been installed to match the approved site plan from the 2003 planned development approval. The subject property does not contain any structures.

### **ZONING**

The 2003 rezone and annexation request allowed for the subject property to be rezoned from zoned A-1 (Walton County) with a small portion zoned R-1 that was within the city limits of Monroe to PCD. Initial development effort led to the installation of infrastructure, but nothing more has been done. Given the



vacancy on site, the request is to decrease the use intensity from PCD to PRD which would allow for a more diverse residential development as well as help meet housing demands in the area.

The majority of the changes will be within the previously approved commercial core. The semicircular park will remain and be expanded across the internal street to the Church Street frontage. Surrounding the park will be single-family attached homes that will face the park and be alley fed to reduce the number of curb cuts along the interior roadway network. This will increase the single family attached units from 24 lots to 44 lots and the total residential units from 131 lots to 142 lots.

Residential units will consist of fee-simple single-family attached (town homes) and single-family detached homes (see plan for locations). The minimum livable area of each of the building types will be in accordance with sect. 700.1 of the City of Monroe Zoning Ordinance which requires 1,600 square feet. Detached single family houses occupy lots ranging in area from 5,700 square feet to 20,502 square feet.

#### **FUTURE DEVELOPMENT MAP**

The City of Monroe Future Land Use Map designates the subject property as Residential. No changes to the Future Land Use Map are proposed as the rezone request is compatible with the designation.

#### **PHASING**

The project will be completed in a single phase.

#### **ARCHITECTURE AND SITE DESIGN**

The style of all structures will be similar to local southern vernacular architecture. Building materials will consist of brick, stone, stucco, wooden (or cementitious) siding and trim. An exterior color palette for all buildings will be included in the development documents and covenants in order to ensure a cohesive and pleasing color scheme. There will be at least six buildings designs to comply with sect. 810.1 per the City of Monroe Zoning Ordinance.



Detached Single-Family Residences





Attached Single-Family Residences

### **VEHICULAR ACCESS AND PARKING**

Streets within the development have been designed for the pedestrian as well as for the automobile. All streets include a 5-foot-wide concrete sidewalk on both sides of the street. All streets will be dedicated public right-of-way designed in accordance with Monroe Development Regulations, Article 9. Street trees are proposed to be planted at 30-foot intervals and will be planted between the curb and the sidewalk. The variety of the trees will be chosen at the construction plan stage of the development, but only shade trees suitable for this use will be specified.

Garages and parking areas for many homes will be accessed from behind the houses by a 16-foot-wide paved service lane centered in a 24-foot-wide access easement. Parking in the service lane easement will be prohibited. Storage of recreation vehicles or trailers in the access easement will be prohibited. The access easement will be kept clear and open to allow unimpeded access by residents and service vehicles. Resident parking will be in garages, driveways or parking pads located on resident lots. Guest parking will be accommodated with on street parallel parking on one side only of the residential streets. The use of rear service lanes eliminates the need for driveway curb-cuts and front entry garages.

### **TRAFFIC**

Previous approvals allowed for more intense uses on site. These uses required the installation of the deceleration lanes on Good Hope Road / Church Street. The request reduces the intensity of the development by removing the commercial core and increase the number of residential lots and neighborhood greenspace amenities.

### **LIGHTING**

Outdoor lighting will be provided in conformance with Sec. 9-19-4. Indirect and low-level, pedestrian-scale lighting will be utilized to provide a pleasing and safe environment.

### **UTILITIES AND SERVICES**

Both water and sewage services will be provided by the City of Monroe. All necessary infrastructure has been previously installed.

#### **STORMWATER MANAGEMENT AND WATER QUALITY**

Storm water runoff will travel as sheet flow until it is collected in natural and improved swales and/or drainage structures and directed to the flood plain along Grubby Creek.

#### **TRASH DISPOSAL AND RECYCLING**

Residential trash pick-up will be made in the service lanes where they exist. Otherwise, trash pick-up will be curbside on the street.

#### **OPEN SPACE AND BUFFERS**

A village green and park are located in the central portion of the development. Surrounded by townhouses overlooking the village green, this park will serve to as the centerpiece and unifying element of the development. Uses permitted within the park include a pavilion, kids play area, and passive recreation areas with paved walking paths and benches. Community open space located along Grubby Creek will be accessed from two points from the street running parallel to the creek. A nature trail is proposed to run along the creek. No vehicular traffic will be permitted in this area. This area will be commonly owned by the homeowners association. The homeowners association will be responsible for maintenance of this area and will pay any taxes assessed on this land. Total open space consists of 9.732 acres or 22.4% of the tract.



### **Disclosure of Campaign Contributions**

In accordance with the Conflict of Interest in Zoning Act, O.C.G.A., Chapter 36-67A, the following questions must be answered:

Have you the applicant made \$250 or more in campaign contributions to a local government official within two years immediately preceding the filing of this application?

\_\_\_\_\_yes ☒ no

If the answer is yes, you must file a disclosure report with the governing authority of Walton County showing:

1. The name and official position of the local governing authority in Walton County to whom the campaign contribution was made.
2. The dollar amount and description of each campaign contribution made during the two years immediately preceding the filing of this application and the date of each such contribution was made.

This disclosure must be filed when the application is submitted.

\_\_\_\_\_

Signature of Applicant/Date

Check one: Owner\_\_\_\_\_ Agent ☒

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In accordance with the Conflict of Interest in Zoning Act, O.C.G.A., Chapter 36-67A, the following questions must be answered:

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This disclosure must be filed when the application is submitted.



Signature of Applicant/Date

Check one: Owner ☒ Agent \_\_\_\_\_



## LEGAL DESCRIPTION

ALL THAT TRACT OR PARCEL OF LAND LYING AND BEING IN LAND LOTS 102 & 103 OF THE 3<sup>RD</sup> DISTRICT OF WALTON CONTY, GEORGIA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE CENTER LINE OF YOUNG STREET AND SOUTHERN RIGHT OF WAY LINE OF GOOD HOPE ROAD A/K/A CHURCH STREET (HAVING 80 FOOT RIGHT OF WAY), RUN THENCE NORTH 77 DEGREES 04 MINUTES 21 SECONDS EAST A DISTANCE OF 735.78 FEET TO AN IRON ROD FOUND AND THE POINT OF BEGINNING; RUN THENCE NORTH 72 DEGREES 50 MINUTES 37 SECONDS EAST A DISTANCE OF 51.65 FEET TO A POINT; RUN THENCE NORTH 71 DEGREES 32 MINUTES 26 SECONDS EAST A DISTANCE OF 207.41 FEET TO A POINT; RUN THENCE NORTH 71 DEGREES 04 MINUTES 36 SECONDS EAST A DISTANCE OF 210.84 FEET TO A POINT; RUN THENCE NORTH 70 DEGREES 48 MINUTES 05 SECONDS EAST A DISTANCE OF 107.09 FEET TO A POINT; RUN THENCE NORTH 70 DEGREES 20 MINUTES 23 SECONDS EAST A DISTANCE OF 224.07 FEET TO AN IRON ROD; LEAVING THE RIGHT OF WAY LINE OF CHURCH STREET RUN SOUTH 18 DEGREES 30 MINUTES 00 SECONDS EAST A DISTANCE OF 1864.49 FEET TO THE CENTER LINE OF GRUBBY CREEK, SAID CENTER LINE IS THE PROPERTY LINE; RUN THENCE ALONG SAID CENTER LINE THE FOLLOWING DISTANCES AND COURSES:

SOUTH 80°29'48" WEST FOR A DISTANCE OF 8.85'  
 NORTH 86°03'21" WEST FOR A DISTANCE OF 106.77'  
 NORTH 53°15'17" WEST FOR A DISTANCE OF 27.62'  
 NORTH 51°22'34" WEST FOR A DISTANCE OF 44.35'  
 NORTH 81°57'41" WEST FOR A DISTANCE OF 36.29'  
 SOUTH 66°49'53" WEST FOR A DISTANCE OF 71.84'  
 NORTH 75°23'34" WEST FOR A DISTANCE OF 32.26'  
 NORTH 72°04'00" WEST FOR A DISTANCE OF 40.08'  
 NORTH 62°40'45" WEST FOR A DISTANCE OF 39.22'  
 NORTH 78°40'39" WEST FOR A DISTANCE OF 41.53'  
 SOUTH 84°50'39" WEST FOR A DISTANCE OF 44.13'  
 SOUTH 62°16'35" WEST FOR A DISTANCE OF 101.28'  
 NORTH 81°08'02" WEST FOR A DISTANCE OF 67.84'  
 SOUTH 85°21'16" WEST FOR A DISTANCE OF 60.56'  
 SOUTH 33°22'57" WEST FOR A DISTANCE OF 100.05'  
 SOUTH 67°25'19" WEST FOR A DISTANCE OF 69.53'  
 NORTH 26°08'01" WEST FOR A DISTANCE OF 163.00'  
 SOUTH 72°28'34" WEST FOR A DISTANCE OF 14.42'  
 SOUTH 79°33'33" WEST FOR A DISTANCE OF 40.25'  
 SOUTH 47°50'46" WEST FOR A DISTANCE OF 25.89'  
 SOUTH 55°11'42" EAST FOR A DISTANCE OF 42.22'  
 SOUTH 04°25'46" WEST FOR A DISTANCE OF 16.70'  
 SOUTH 31°49'07" WEST FOR A DISTANCE OF 26.82'  
 SOUTH 53°45'38" WEST FOR A DISTANCE OF 26.58'  
 SOUTH 02°20'49" WEST FOR A DISTANCE OF 67.69'  
 SOUTH 53°00'06" WEST FOR A DISTANCE OF 27.01'  
 SOUTH 28°50'35" WEST FOR A DISTANCE OF 25.93'  
 SOUTH 63°19'55" WEST FOR A DISTANCE OF 44.13'

NORTH 73°32'19" WEST FOR A DISTANCE OF 24.56'  
SOUTH 43°35'48" WEST FOR A DISTANCE OF 18.16'  
SOUTH 31°50'38" WEST FOR A DISTANCE OF 45.04'  
SOUTH 86°10'55" WEST FOR A DISTANCE OF 22.19'  
SOUTH 42°08'47" WEST FOR A DISTANCE OF 41.48'

TO A POINT; RUN THENCE NORTH 30 DEGREES 32 MINUTES 55 SECONDS WEST A DISTANCE OF 638.31 FEET TO A ½ INCH CONDUIT FOUND, SAID LINE IS THE SAME AS COMMON PROPERTY LINE OF PROPERTY N/F OWNED BY JAMES ALBERT BROWN JR & LORETTA B BROWN; RUN THENCE NORTH 60 DEGREES 05 MINUTES 06 SECONDS FOR A DISTANCE OF 142.56 FEET TO A ½ INCH CONDUIT FOUND, SAID LINE IS THE SAME AS COMMON PROPERTY LINE OF PROPERTY N/F OWNED BY BROWN HILL BAPTIST CHURCH; RUN THENCE NORTH 28 DEGREES 25 MINUTES 41 SECONDS WEST A DISTANCE OF 728 TO A POINT, SAID LINE IS THE SAME AS COMMON PROPERTY LINE OF PROPERTY N/F OWNED BY BROWN HILL BAPTIST CHURCH; RUN THENCE NORTH 52 DEGREES 21 MINUTES 05 SECONDS EAST A DISTANCE OF 254.67 FEET TO A POINT, SAID LINE IS THE SAME AS COMMON PROPERTY LINE OF PROPERTY N/F OWNED BY AMERICAN NATIONAL RED CROSS; RUN THENCE NORTH 78 DEGREES 17 MINUTES 02 SECONDS EAST A DISTANCE OF 201.59 FEET TO A POINT, SAID LINE IS THE SAME AS COMMON PROPERTY LINE OF PROPERTY N/F OWNED BY AMERICAN NATIONAL RED CROSS; RUN THENCE NORTH 03 DEGREES 25 MINUTES 09 SECONDS WEST FOR A DISTANCE OF 109.46 FEET TO A POINT, SAID LINE IS THE SAME AS COMMON PROPERTY LINE OF PROPERTY N/F OWNED BY AMERICAN NATIONAL RED CROSS; RUN THENCE SOUTH 18 DEGREES 19 MINUTES 32 SECONDS EAST FOR A DISTANCE OF 196.22 FEET TO A POINT, SAID LINE IS THE SAME AS COMMON PROPERTY LINE OF A PORTION OF PROPERTY N/F OWNED BY AMERICAN NATIONAL RED CROSS AND OF A PORTION OF PROPERTY N/F OWNED BY LILLIAN C WEATHERFORD; RUN THENCE NORTH 26 DEGREES 08 MINUTES 01 SECONDS WEST FOR A DISTANCE OF 163.00 FEET TO AN IRON ROD, SAID LINE IS THE SAME AS COMMON PROPERTY LINE OF PROPERTY N/F OWNED BY LILLIAN C WEATHERFORD, AND THE POINT OF BEGINNING.





## CODE DEPARTMENT

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April 6, 2021

To Whom It May Concern:

Below you will find information regarding a Legal Notice scheduled to run in The Walton Tribune on March 28, 2021 concerning a Rezone adjacent to your property.

Being an adjoining property owner, this could be of interest to you.

**BE ADVISED OF THE DATE, TIME AND PLACE OF PUBLIC HEARING:**

**Planning Commission: April 20, 2021**

Will be held at 215 N Broad St at 5:30 PM on the following application:

**City Council: May 11, 2021**

Will be held in the meeting room at 215 N Broad Street at 6:00 PM on the following application:

1. Rezone – 961 Good Hope Rd

Copies of application submittal can be viewed on line at [www.monroega.com](http://www.monroega.com)  
Choose Government, Agendas Meetings, & Minutes, choose the meeting you plan to attend for this application.

If you are interested in speaking at the Council Meeting for or against the request, you will need to sign up before the meeting starts.

Sincerely,  
Debbie Adkinson  
Code Department Assistant

CALL  
DESIGNS, L.L.C.



CHARLESTON MANOR -SINGLE FAMILY ACHITECTURE REVISED



CALL  
DESIGNS, L.L.C.



CHARLESTON MANOR -SINGLE FAMILY ACHITECTURE REVISED

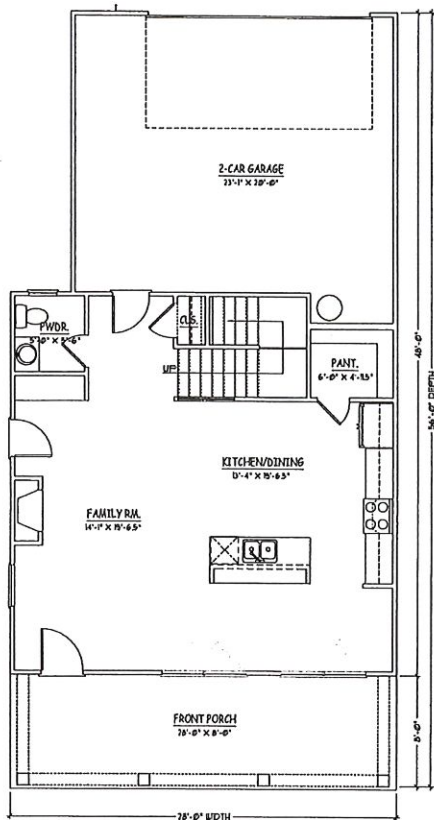
CALL  
DESIGNS, L.L.C.



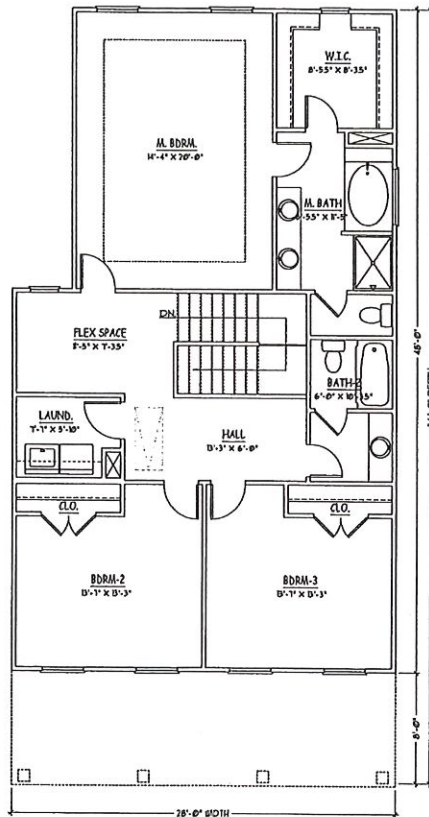
CHARLESTON MANOR -DETACHED HOMES EXTERIOR ACHITECTURE



FIELD GLEN



1  
A3.0 FIRST FLOOR PLAN  
SCALE: 1/4" = 1'-0"  
FIELD GLEN - ELEV 'C'



2  
A3.0 SECOND FLOOR PLAN  
SCALE: 1/4" = 1'-0"  
FIELD GLEN - ELEV 'C'

AREA TABLE	
HEATED AREA	
FIRST FLOOR	763 SQ. FT.
SECOND FLOOR	138 SQ. FT.
TOTAL	901 SQ. FT.
UNHEATED AREA	
GARAGE	424 SQ. FT.
COV. FRONT PORCH	54 SQ. FT.
TOTAL	478 SQ. FT.

McKINLEY  
CONSTRUCTION LLC  
655 ENGINEERING DRIVE, SUITE 206  
PEACHTREE CORNERS, GA 30082

FIELD GLEN - ELEV 'C'

BROOKWOOD COMMONS

MONROE COUNTY

FLOOR PLANS

AS NOTED

04-07-2021

NO.	DATE	REVISION

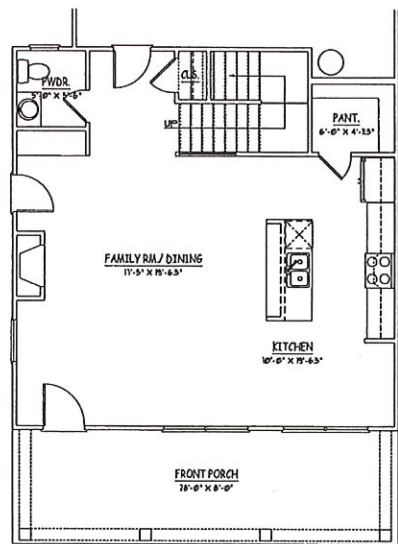
RV

MCK-BROO

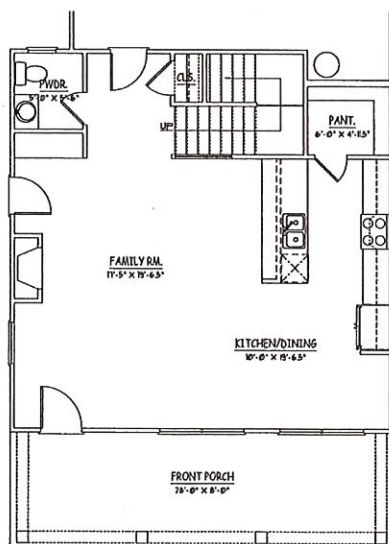
A3.0

☐ RELEASED FOR CONSTRUCTION  
☒ NOT RELEASED FOR CONSTRUCTION

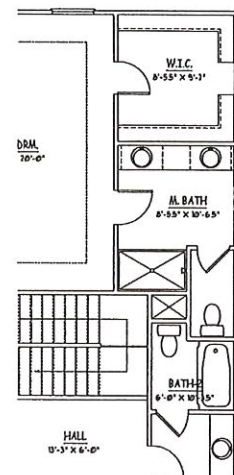
FIELD GLEN



1  
A3.1 KITCHEN LAYOUT-OPTION  
SCALE: 1/4" = 1'-0" FIELD GLEN - ELEV 'C'



2  
A3.1 KITCHEN LAYOUT-OPTION  
SCALE: 1/4" = 1'-0" FIELD GLEN - ELEV 'C'



3  
A3.1 M. BATH/W.I.C. OPTION  
SCALE: 1/4" = 1'-0"

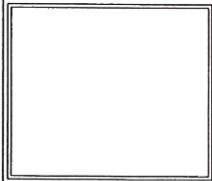
McKINLEY  
CONSTRUCTION LLC  
655 ENGINEERING DRIVE, SUITE 208  
PEACHTREE CORNERS, GA 30092

PROJECT  
FIELD GLEN - ELEV 'C'  
DESCRIPTION  
BROOKWOOD COMMONS  
ADDRESS  
MONROE COUNTY

NOTES  
1. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.  
2. THE OWNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL JURISDICTION.  
3. THE DESIGNER SHALL BE RESPONSIBLE FOR THE DESIGN AND CONSTRUCTION OF THE BUILDING.  
4. THE DESIGNER SHALL BE RESPONSIBLE FOR THE DESIGN AND CONSTRUCTION OF THE BUILDING.  
5. THE DESIGNER SHALL BE RESPONSIBLE FOR THE DESIGN AND CONSTRUCTION OF THE BUILDING.

SHEET NAME  
FLOOR PLANS-OPTIONS  
SCALE  
AS NOTED  
DATE  
04-07-2021

NO.	DATE	REVISION



DATE  
BY  
MCK-BROD A3.1

☐ RELEASED FOR CONSTRUCTION  
☒ NOT RELEASED FOR CONSTRUCTION



**NOTICE TO THE PUBLIC  
CITY OF MONROE**

**A petition has been filed with the  
City of Monroe requesting the  
property at 961 Good Hope Road to  
be rezoned from PCD to PRD  
A public hearing will be held before  
the Monroe Planning and Zoning  
Commission at City Hall Auditorium at  
215 N. Broad Street on April 20, 2021  
at 5:30 P.M. All those having an  
interest should be present to voice  
their interest.**

**A petition has been filed with the  
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A public hearing will be held before  
The Mayor and City Council  
at the City Hall Auditorium at  
215 N. Broad Street on May 11, 2021  
at 6:00 P.M. All those having an  
interest should be present to voice  
their interest.**

**PLEASE RUN ON THE  
FOLLOWING DATE:**

**March 28, 2021**



P.O. Box 1249 • Monroe, Georgia 30655

(770) 207-4674

Attn: Business License Division

## OCCUPATION TAX APPLICATION

BUSINESS NAME Peach State Restaurant Group, Inc dba Your Pie TELEPHONE (678) 635-8715

ADDRESS 110 South Broad St., Monroe, GA 30655

TYPE OF BUSINESS

MAILING ADDRESS 1418 Hall Avenue Tifton, GA 31794

Pizza Restaurant

EMAIL ADDRESS peachstate@yourpie.com

OWNER'S NAME Chris Carter & Chris Parrott

TELEPHONE (229) 563-2044

EMERGENCY CONTACT PERSON: Chris Carter

TELEPHONE (229) 563-2044

PROPERTY OWNER'S NAME: Wesley Sisk - Brown Oil Properties, LLC

TELEPHONE (770) 616-5054

\*\*NUMBER OF EMPLOYEES: FULL TIME 7

PART TIME 18

\*\*(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 ☒ (no new sign - existing sign to remain)

**A PERMIT IS REQUIRED FOR ALL SIGNS!!**

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

Signature: 

Date 3 / 11 / 2021

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



## CITY OF MONROE

## ALCOHOLIC BEVERAGE LICENSE APPLICATION

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

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

Please check the licenses that you are applying for.

## CITY OF MONROE

## ALCOHOLIC BEVERAGE LICENSE FEES

CONSUMPTION ON PREMISE:LICENSE FEE:

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

N/A

PACKAGE:LICENSE FEE:

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

MANUFACTURERLICENSE FEE: 1 FEE ONLY

DISTILLERIES OR MICRO-DISTILLERIES	\$1500.00	_____
BREWERY OR MICRO-BREWERIES	\$1000.00	_____
BREWPUB	\$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 Peach State Restaurant Group, Inc

Under what name is the Business to operate? Your Pie

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

Corporation - Domestic

2. Address: a) Physical: 110 South Broad St, Monroe, GA 30655

b) Mailing: 1418 Hall Avenue, Tifton, GA 31794

3. Phone 678 635-8715 Beginning Date of Business in City of Monroe 2/22/2021

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 83-3317473 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 X

Liquor 100 Yards (Church) or 200 Yards (School) Yes \_\_\_\_\_ No X

7. Full name of Applicant Christopher Allen Carter

Full Name of Spouse, if Married Allison Buntyn Carter

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

Birthplace Waycross, GA

Current Address 500 Hayfield Ct City Locust Grove St GA Zip 30248

Home Telephone (229) 563-2044

Number of Years at present address 2 years

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 \_\_\_\_\_

If transfer or change of ownership, effective date of this change 2/22/2021

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

Previous applicant & D/B/A YP Monroe, LLC

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 Ginger Black - General Manager - Your Pie Monroe

614 E Marable St, Monroe, GA 30655

(404) 437-1124

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.

Peach State Restaurant Group, Inc 1418 Hall Avenue Tifton, GA 31794

Incorporated 12/11/2018 in Tifton, GA

Chris Carter - President - 500 Hayfield Ct. Locust Grove, GA 30248

Chris Parrott - Secretary - 1418 Hall Ave. Tifton, GA 31794

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.

Chris Carter - 50% - 500 Hayfield Ct. Locust Grove, GA 30248 (229)563-2044

Chris Parrott - 50% - 1418 Hall Ave. Tifton, GA 31794 (229) 251-6804

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



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

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

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) Yes - hold license in City of Griffin, GA

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. Mr. Mark Miklos

Name  
2802 Sardis Mill Ct  
Address  
Buford GA 30519 770-868-7422  
City State Zip Telephone

2. Mrs. Lindsay Westcott

Name  
535 Pinchon Place  
Address  
Alpharetta GA 30022 404-630-2090  
City State Zip Telephone

3. Mr. Thomas Carter

Name  
353 Highway 81 North  
Address  
Loganville GA 30052 770-466-8067  
City State Zip Telephone

This the 11th day of March 2021.

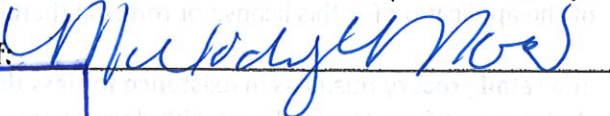
 (Signature Applicant)

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

Christopher A. Carter (Print Name)

Or:  (Signature of Corporate Officer)

Christopher A Carter  
Co-CEO, President/Chairman (Printed Name and Title of Corporate Officer)

Signed, sealed and delivered in the presence of: 

Notary Public:

Executed:

MELODY MOON  
NOTARY PUBLIC  
WALTON County  
State of Georgia  
My Comm Expires May 5, 2021





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

## OCCUPATION TAX APPLICATION

BUSINESS NAME TACOS N BEER BAR AND GRILL, INC. TELEPHONE (678) 364 9441  
 ADDRESS 116 N BROAD ST MONROE, GA 30655 TYPE OF BUSINESS  
 MAILING ADDRESS 235 GREENCASTLE RD STE B. TYRONE, GA 30290 FULL SERVICE RESTAURANT  
 EMAIL ADDRESS mmorles@esgaccounting.com  
 OWNER'S NAME ANTONIO GRANADOS BARRON TELEPHONE (678) 542 8663  
 EMERGENCY CONTACT PERSON: ANTONIO GRANADOS BARRON  
 TELEPHONE (678) 542 8663  
 PROPERTY OWNER'S NAME: ANT SAVINGS CORP  
 TELEPHONE (512) 912-6129

\*\*NUMBER OF EMPLOYEES: FULL TIME 8  
 PART TIME 0 \*\* (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: X

Date 03 / 31 / 2021

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

## CITY OF MONROE

### ALCOHOLIC BEVERAGE LICENSE APPLICATION

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

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

Please check the licenses that you are applying for.

## CITY OF MONROE

### ALCOHOLIC BEVERAGE LICENSE FEES

#### CONSUMPTION ON PREMISE:

#### LICENSE FEE:

BEER/WINE	\$1000.00	X
NON PROFIT PRIVATE CLUB	\$600.00	_____
SUNDAY SALES-PRIVATE CLUBS ONLY	\$150.00	_____
BEER/WINE AMENITIES LICENSE	\$100.00	_____
 DISTILLED SPIRITS	 \$3000.00	 X
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  
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 TACOS N BEER BAR AND GRILL, INC.

Under what name is the Business to operate? TACOS N BEER BAR AND GRILL

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

2. Address: a) Physical: 116 N BROAD ST MONROE, GA 30655

b) Mailing: 235 GREENCASTLE RD STE B. TYRONE, GA 30290

3. Phone 678 364 9441 Beginning Date of Business In City of Monroe 04/01/2021

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 86-1764830 Georgia Sales Tax Number 308-941308

**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 X No

Liquor 100 Yards (Church) or 200 Yards (School) Yes ☒ No ☐

7. Full name of Applicant ANTONIO GRANADOS BARRON

**Full Name of Spouse, if Married** JENNIFER M GRANADOS

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

Birthplace MEXICO

Current Address 708 LILAC MIST DR. City LOGANVILLE St GA Zip 30052

Home Telephone \_\_\_\_\_

Number of Years at present address 2+ YEARS

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

755 PARC RIVER BLVD. LAWRENCEVILLE, GA 30046

Number of years at previous address 2+ YEARS

8. If new business, date business will begin in Monroe 04/01/2021

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 **ANTONIO GRANADOS BARRON - MANAGING OFFICER (678) 542 8663**

**EMPLOYER: COCINA FUENTES INC**

**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.

TACOS N BEER BAR AND GRILL, INC. - INCORPORATED IN GA 01/27/2021

BUSINESS ADDRESS: 116 N BROAD ST MONROE, GA 30655

ANTONIO GRANADOS BARRON - MANAGING OFFICER 708 LILAC MIST DR. LOGANVILLE, GA 30052

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.

ANTONIO GRANADOS BARRON - MANAGING OFFICER 100%

708 LILAC MIST DR. LOGANVILLE, GA 30052

(678) 542 8663

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

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

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

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

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

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

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

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

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

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



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

24. Character References: (For the applicant)

1. N/A Leonard J. Scinto  
 Name  
4284 Windale Dr.  
 Address  
Lawrenceville GA 30044 404-429-5398  
 City State Zip Telephone
2. Mario Rojo  
 Name  
1241 Image Way Dr.  
 Address  
Lawrenceville GA 30045 678-499-5919  
 City State Zip Telephone
3. Arnold Magana  
 Name  
4298 Tacoma Trace  
 Address  
Lawrence GA 30024 678-643-0340  
 City State Zip Telephone

This the 6 day of April 2021.

N/A [Signature] (Signature Applicant)

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

N/A Antonio Granados-Barron (Print Name)

Or: ☒ [Signature] (Signature of Corporate Officer)

ANTONIO GRANADOS BARRON - MANAGING OFFICER (Printed Name and Title of Corporate Officer)

Signed, sealed and delivered in the presence of: \_\_\_\_\_

Notary Public:

Executed: \_\_\_\_\_

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. N/A

Name

Address

City

State

Zip

Telephone

2.

Name

Address

City

State

Zip

Telephone

3.

Name

Address

City

State

Zip

Telephone

This the 31 day of March 2021.

N/A (Signature Applicant)

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

N/A (Print Name)

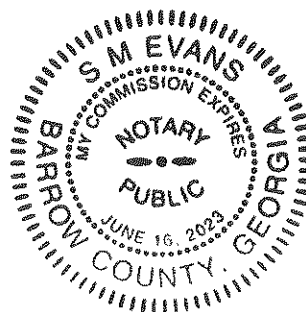
Or: X [Signature] (Signature of Corporate Officer)

ANTONIO GRANADOS BARRON - MANAGING OFFICER (Printed Name and Title of Corporate Officer)

Signed, sealed and delivered in the presence of: S.M. Evans

Notary Public:

Executed: [Signature] 3/31/21







**To:** City Council  
**From:** Robert Watts, Chief  
**Department:** Police  
**Date:** 04/27/2021  
**Subject:** Red Speed – Contract for school zone speed cameras in the City of Monroe

---

**Budget Account/Project Name:** Red Speed

**Funding Source:** Free to municipalities to acquire and install.

**Budget Allocation:** \$0.00

**Budget Available:**

**Requested Expense:** \$0.00

**Company of Record:** Red Speed

---

***Description:***

Cameras to be installed near school areas of George Walton Academy and Monroe Area High School to reduce speeding in school zones. Price of cameras and installation at no cost to the City of Monroe. Revenue generated will be utilized towards outfitting SRO's in the schools.

***Background:***

Speed studies were conducted on W. Spring Street and Michael Etchison at George Walton Academy and on Double Springs Church Road at Monroe Area High School.

Automated School Zone  
Safety Program  
For Monroe, Georgia



**RedSpeed®USA**

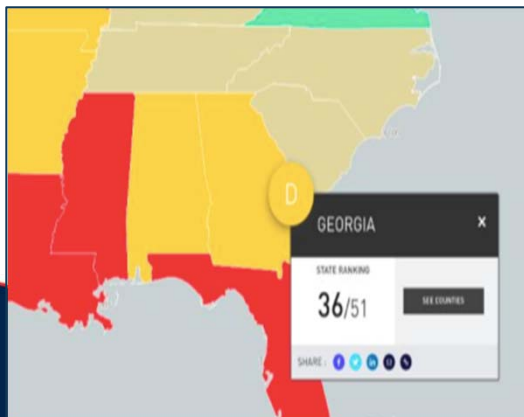
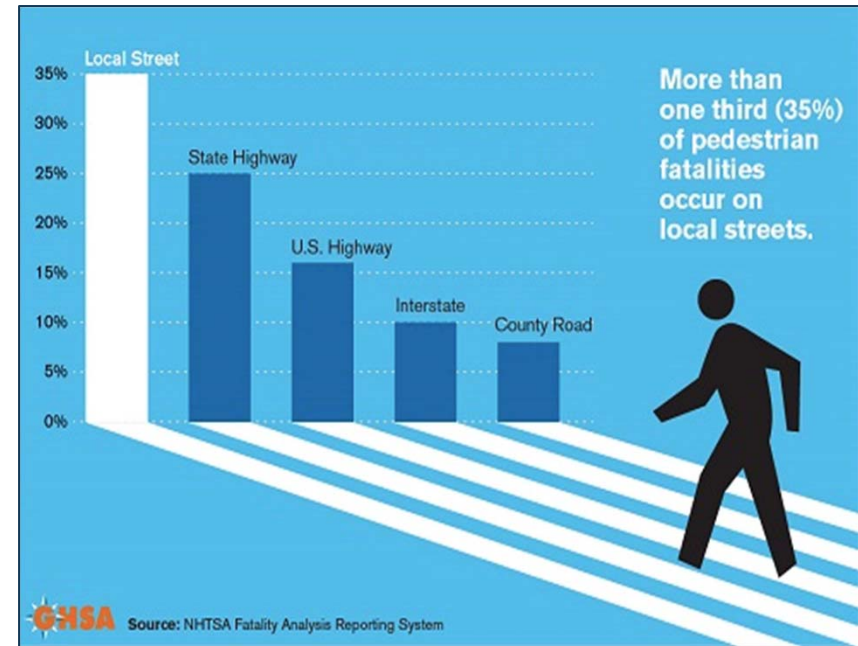
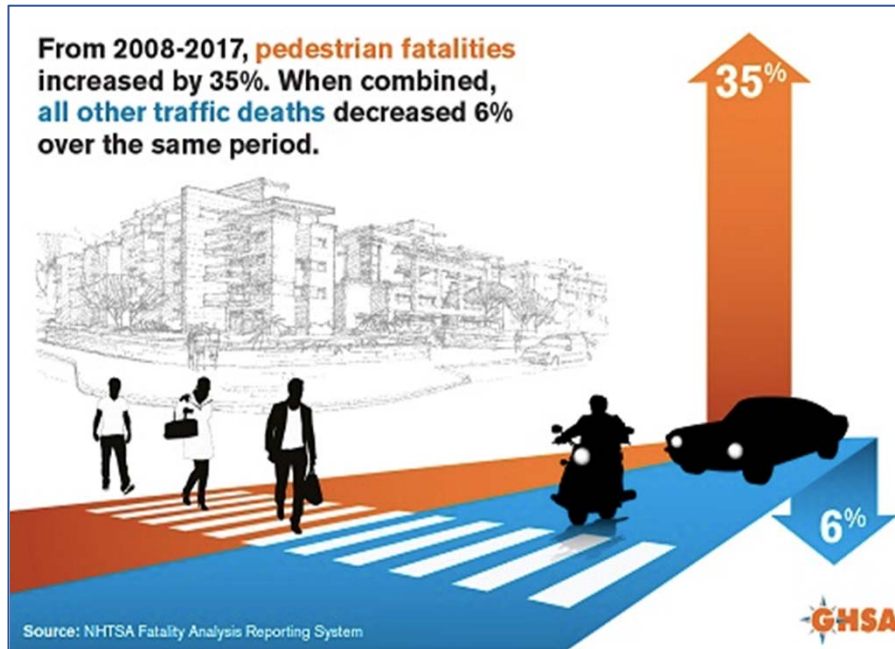


Why School Zone Safety?



**RedSpeed®USA**

Simply put: pedestrians are dying at alarming rates.



- Cars are getting safer, but roads are more dangerous than ever for pedestrians.
- Georgia schools are ranked as the 14<sup>th</sup> most dangerous in the nation, with an overall grade of “D” from School Safety firm ZenDrive.



- RedSpeed conducted traffic studies in coordination with the Police Department looking at some of the school zones known to have high numbers of speeders and measured all vehicles traveling faster than 10 miles per hour over the speed limit.
- In a single day, three (3) schools had 1,000+ drivers exceeding 10+ miles per hour over the speed limit and an additional school had nearly 400.

## **Traffic Study Results for Monroe, Georgia**

Presented to the Monroe Police Department by RedSpeed Georgia

<u>School Tested</u>	<u>Recorded Violations (1 School Day)</u>
George Walton Academy (Etchison Road)	1195
George Walton Academy (West Spring Street)	1528
Monroe Area High School (Dbl. Springs Church Rd.)	375
Monroe Area High School (Drake Drive)	1088
Monroe County Day School (E Church Drive)	15

RedSpeed will help dramatically reduce the number of speeders near Monroe schools.

Georgia's  
Legislature  
passed House  
Bill 978 to solve  
this problem.

- Bill Highlights:
- State-wide School Zone Enforcement
- School zone is defined as area within 1,000 feet of the boundary of any public or private elementary or secondary school
- Violations for speed exceeding 10 MPH
- 30 day warning period
- Signs must placed prior to camera location
- Speed may be enforced only when the school is in session and one hour before classes and one hour after
- GDOT must approve and issue permits for camera placement
- \$75 fine for first violation and \$125 fine for second violation
- No points or insurance ramifications
- Fines must be used to fund local law enforcement or public safety initiatives

Bottom Line: This is a fair bill that takes police and motorist feedback into account to protect kids.



RedSpeed Will Help the City  
Stop Speeders in School Zones.



**RedSpeed®USA**

## A Simple Value Proposition

- No cost to the City, completely violator-funded program.
- RedSpeed will install, maintain and operate all equipment, services and software necessary for a complete turn-key program.
- All violations must be approved by a Monroe Police Officer
- RedSpeed collects 35% per paid violation, the City retains 65% of each paid violation.
- In addition to safer school zones, the City will get advanced safety tools including ALPR (Amber Alerts!) and HD video viewable in real-time and archived at no cost
- Utilized by over 50 Georgia jurisdictions like Snellville, Alpharetta, Duluth and Roswell

Site Code      Date      Time  
 GA011      03/05/20      03:37:53 PM  
 375 North Ola Rd S/B, McDonough

Speed      Speed Limit      Lane #      DeviceID  
 47 MPH      35 MPH      1      9504A3CRAJ8FA2C

Select an area to comment on



A photograph of a woman and a young boy walking across a crosswalk on a tree-lined street. The woman is wearing a white long-sleeved shirt and black leggings, and the boy is wearing a red and white plaid shirt and yellow shorts. They are walking from left to right. The street is paved with asphalt and has white crosswalk markings. There are trees with green and yellow leaves in the background, and a few cars are visible on the street.

RedSpeed will help you achieve your safety goals.

- **Dramatically Safer School Zones.** You can help turn the tide on pedestrian safety.
- **Violator Funded:** No out of pocket cost to the City.
- **Best technology:** Police Department will receive world class technology at no cost to citizens

Thank you for this opportunity to present the RedSpeed safety program. We would be honored to help you implement a world-class program today.



**To:** City Council

**From:** Logan Propes, City Administrator  
Chris Bailey, Assistant City Administrator

**Department:** Administration

**Date:** 04/22/21

**Subject:** Walton Plaza Facility Exterior and Roof Renovation - Remaining Buildings

**Budget Account/Project Name:** Plaza Facility Renovation

**Funding Source:** Utility Reserves (BORROW) & 2020 Bond Funds – Telecom portion

**Budget Allocation:** \$0.00

**Budget Available:** \$14,055,681.00

**Requested Expense:** \$1,449,936.00

**Company of Record:** Garland Company

**Description:**

This item is to request the approval of the roof and exterior renovation of the remaining Plaza Shopping Center buildings.

**Background:**

All roof replacement and mechanical removal will be performed by Innovative Roofing Group (\$1,198,654), and all exterior renovation and painting will be performed by Tera Systems, LLC (\$251,282). The total for building A (30y roof, mechanical, exterior) will be \$478,648 and the total for buildings BCDE (20y roof, mechanical, exterior, store front) will be \$971,288. This will complete the renovation of all of the existing facilities in what was the Plaza Shopping Center as purchased by the City of Monroe. This proposal allows for a matching appearance of all of the store fronts and buildings at the former Plaza Shopping Center.

Building A will be a future home office for telecom as we enhance the fiber-optics operations and create head-end redundancy. This portion of the rehab can be funded from the 2020 Bond proceeds totaling \$478,678. The remainder of the funds would be from borrowing from ourselves and paying back through lease proceeds in the future along with new utility revenues from the tenants and also sale of future outparcels after master planning and rezoning. The sale of the current police department will defray the new police department complex. Staff will search for additional loans for finishing the buildings mechanical, electrics, and white-boxing.



The City of Monroe has completed the interior/exterior repair and renovation to the Police / Municipal Court portion of former Plaza Shopping Center, and is now seeking to renovate the remaining buildings for increased value in the former Plaza Shopping Center for lease of properties. Finishing buildings B through E will add an additional 46,300 square feet of available commercial retail space to the city.

***Attachment(s):***

Plaza Layout – 1 page

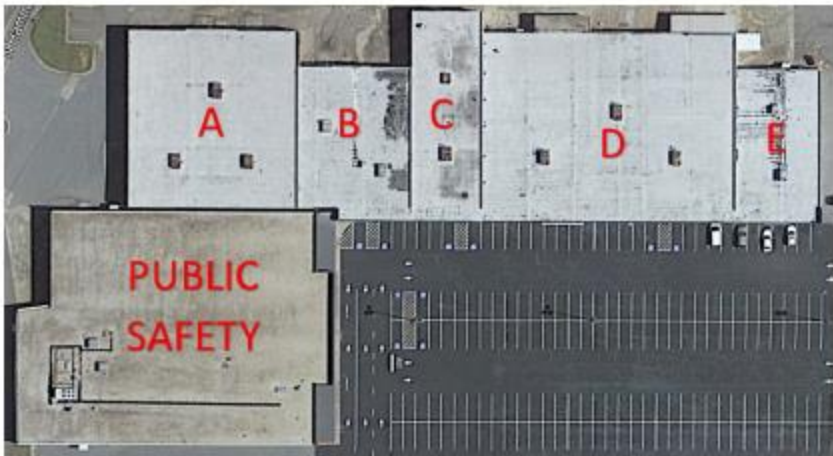
Garland Company Quote – 6 pages





# Facility Summary

Client: City of Monroe  
Facility: Plaza Shopping Center



## Facility Data

Address 1	140 Blaine St
City	Monroe
State	Georgia
ZIP	30655
Type of Facility	Municipal
Square Footage	100,300
Contact Person	Chris Bailey

## Asset Information

Name	Date Installed	Square Footage	Roof Access
Public Safety		35,100	Ladder Needed
Roof A		15,000	Ladder Needed
Roof B		8,300	Ladder Needed
Roof C		7,500	Ladder Needed
Roof D		24,000	Ladder Needed
Roof E		6,500	Ladder Needed





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



## **ROOFING MATERIAL AND SERVICES PROPOSAL**

**City of Monroe**  
**Plaza Center Buildings**  
**140 Blaine St**  
**Monroe, GA 30655**

**Date Submitted: 02/16/2021**  
**Proposal #: 25-GA-210110**  
**MICPA # PW1925**

**Georgia General Contractor License #: GCCO003281**

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

**Please Note:** The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Racine County, WI and OMNIA Partners, Public Sector (U.S. Communities). The line item pricing breakdown from Attachment C: Bid Form should be viewed as the maximum price an agency will be charged under the agreement. Garland/DBS, Inc. administered an informal competitive process for obtaining quotes for the project with the hopes of providing a lower market-adjusted price whenever possible.

### **Scope of Work: Base Bid #1 - Roof A (Mod Bit Roof - Tear Off and New Roof Installation)**

#### **Preparation**

1. Tear off the existing roof system down to the metal deck.

#### **Insulation**

2. Install a new layer of mechanically attached (R-25) ISO insulation, down over the metal deck using in the approved fastening pattern as provided by the wind uplift calculations.
3. Install a new layer of fully adhered ½" inch Wood Fiber Board Prime board over the ISO using Type III Asphalt, using the specified application rates as provided by the wind uplift calculations.
4. At parapet walls and units, install appropriate crickets to accommodate best drainage into the roof drains.

#### **Roof System**

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

Flashings

7. Install new 2-ply base flashings to all curbs and walls using the same rolls as above according to specifications and installation details. On flashings over 24" tall, terminate the mod bit at 12" and install KEE Stone FB Membrane above that on the wall to the top.
8. Terminate the top of the flashings using a tbar. On exposed tbar, seal the top of the base using Tuff Stuff MS sealant before installing the counter flashing metal.
9. Three course all vertical base flashing laps using Silver Flash and 6" Garmesh.
10. Install new boots, pitch pans, etc. on all details as needed using the proper details.

Metal and Misc. Details

11. Install new fabricated Pre-Fabricated 24-gauge Kynar Coated Perimeter Metal on all perimeters. Install new counter flashing on all curbs.
12. Replace all damaged storm collars and metal clamps as necessary.
13. Provide a 3 yr labor warranty from the contractor installing the roof system.

**Base Bid #1 - Roof A (Mod Bit Roof - Tear Off and New Roof Installation):**

<b>Proposal Price Based Upon Market Experience:</b>	<b>\$ 419,943</b>
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**Garland/DBS Price Based Upon Local Market Competition:**

<b>Innovative Roofing Group</b>	<b>\$ 419,943</b>
<b>Tera Systems LLC</b>	<b>\$ 442,598</b>
<b>Veteran Builders LLC</b>	<b>\$ 624,174</b>

**Scope of Work: Base Bid #1 - Roof A Walls Restoration**Preparation

1. Pressure wash blockwall and exterior wood areas to where new materials are going to be applied. Ensure dirt, mold and debris are removed.
2. Use garland b-clean masonry cleaner in accordance with data sheet where mold or efflorescence cannot be removed by pressure washing.

Repairs

3. Repair all cracks in block larger than 1" inch using gar rock concrete patch material.
4. Remove all existing wall joint sealant and reseal with tuff stuff sealants.
5. Repair all cracks in block less than 1" inch using tuff stuff sealant.

Coating

6. Apply base coat of elastomeric tuff coat at 150 sq ft per gallon and allow minimum two hour cure.
7. Apply top coat of elastomeric tuff coat at 150 sq ft per gallon.

**Base Bid #1 - Roof A Walls Restoration:**

<b>Proposal Price Based Upon Market Experience:</b>	<b>\$ 54,991</b>
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**Garland/DBS Price Based Upon Local Market Competition:**

<b>Tera Systems LLC</b>	<b>\$ 54,991</b>
<b>Innovative Roofing Group</b>	<b>\$ 60,537</b>
<b>Veteran Builders LLC</b>	<b>\$ 79,275</b>



**Scope of Work: Add Alternate to Base Bid #1**

- 1. Removal and disposal of existing mechanical units (3 Units).
- 2. Installation of metal covering over the curbs for waterproof protection until new mechanical units are installed.

**Add Alternate to Base Bid #1:**

<b>Proposal Price Based Upon Market Experience:</b>	<b>\$</b>	<b>3,714</b>
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**Garland/DBS Price Based Upon Local Market Competition:**

<b>Innovative Roofing Group</b>	<b>\$</b>	<b>3,714</b>
<b>Tera Systems LLC</b>	<b>\$</b>	<b>8,678</b>
<b>Veteran Builders LLC</b>	<b>\$</b>	<b>11,927</b>

**Scope of Work: Base Bid #2 - Roof B, C, D & E (Single Ply Roof - Tear Off and New Roof Installation)**

Preparation

- 1. Tear off the existing roof system down to the metal deck.

Insulation

- 2. Install a new layer of mechanically attached (R-25) ISO insulation(using 2+ layers), down over the metal deck using in the approved fastening pattern as provided by the wind uplift calculations.
- 3. At parapet walls and units, install appropriate crickets to accommodate best drainage into the roof drains.

Roof System

- 4. Install one ply of 60 mil KEE Single Ply Membrane over the insulation and attach it mechanically using approved fasteners and plates, per installation instructions.

Flashings

- 5. Install new hat channel and plywood on the back of the front wall.
- 6. Install new flashings to all curbs and walls using the same rolls as above according to specifications and installation details.
- 7. Terminate the top of the flashings using a tbar. On exposed tbar, seal the top of the base using Tuff Stuff MS sealant before installing the counter flashing metal.
- 8. Install new boots, pitch pans, etc. on all details as needed using the proper details.

Metal and Misc. Details

- 9. Install new fabricated Pre-Fabricated 24-gauge Kynar Coated Perimeter Metal on all perimeters. Install new counter flashing on all curbs.
- 10. On Sect C, install new thru-wall scuppers fabricated from KEE Clad metal and install retrofit drains in the existing drains. Sump around the drains 4' in each direction
- 11. Replace all damaged storm collars and metal clamps as necessary.
- 12. Provide a 3 yr labor warranty from the contractor installing the roof system.

**Base Bid #2 - Roof B, C, D & E (Single Ply Roof - Tear Off and New Roof Installation):**

<b>Proposal Price Based Upon Market Experience:</b>	<b>\$ 766,862</b>
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**Garland/DBS Price Based Upon Local Market Competition:**

<b>Innovative Roofing Group</b>	<b>\$ 766,862</b>
<b>Tera Systems LLC</b>	<b>\$ 799,278</b>
<b>Veteran Builders LLC</b>	<b>\$ 1,280,604</b>

**Scope of Work: Base Bid #2 - Front Metal Panels (Metal Restoration) and Exterior Walls**  
**Section B, C, D & E (Walls Restoration)**

**Front Metal Panels (Metal Restoration)****Preparation**

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

**Metal System**

2. Remove all failed sealants from the perimeter counter flashing metal install new sealants using Tuff Stuff MS sealants.
3. Replace all existing panels that have large holes or damage and cannot be repaired.
4. Prime the areas and metal flashings using one coat of Rust-Go primer at the required application rates shown on the data sheets.
5. Coat the areas with 2 coats using a Sherwin Williams DTM Metal Roof Paint in a standard color to be chosen at a later date.

**Coating System**

6. Repair all cracks in block larger than 1" inch using gar rock concrete patch material.
7. Remove all existing wall joint sealant and reseal with tuff stuff sealants.
8. Repair all cracks in block less than 1" inch using tuff stuff sealant.
9. Apply base coat of elastomeric tuff coat at 150 sq ft per gallon and allow minimum two hour cure.
10. Apply top coat of elastomeric tuff coat at 150 sq ft per gallon.

**Misc. Repairs**

11. Pressure wash the brick and sidewalk on the front to remove dirt and debris.
12. Remove and replace all window sealants from the frame to brick joints using Tuff Stuff MS sealant
13. Install a new base joint on the sidewalk to wall transition using backer-rod and Greenlock XL Sealants.
14. Remove the existing lining on the sidewalk cover and replace it with new LED Lighting of a similar updated design.

**Exterior Walls Section B, C, D & E (Walls Restoration)****Preparation**

1. Pressure wash blockwall, exterior metal, exterior wood areas to where new materials are going to be applied. Ensure old paint, dirt, mold and debris are removed. Metal areas need to have rust removed completely.



2. Use garland b-clean masonry cleaner in accordance with data sheet where mold or efflorescence cannot be removed by pressure washing.

#### Repairs

3. Repair all cracks in block larger than 1" inch using gar rock concrete patch material.
4. Remove all existing wall joint sealant and reseal with tuff stuff sealants.
5. Repair all cracks in block less than 1" inch using tuff stuff sealant.

#### Coating

6. Apply base coat of elastomeric tuff coat at 150 sq ft per gallon and allow minimum two hour cure.
7. Apply top coat of elastomeric tuff coat at 150 sq ft per gallon.

#### **Base Bid #2 - Front Metal Panels and Exterior Walls Section B, C, D & E:**

<b>Proposal Price Based Upon Market Experience:</b>	<b>\$ 173,482</b>
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#### Garland/DBS Price Based Upon Local Market Competition:

<b>Tera Systems LLC</b>	<b>\$ 173,482</b>
<b>Veteran Builders LLC</b>	<b>\$ 177,893</b>
<b>Innovative Roofing Group</b>	<b>\$ 211,280</b>

#### **Scope of Work: Base Bid #2 - Additional Wall Sections**

1. Follow the same scope of work listed above in Base Bid #2 for the Exterior Wall Restoration work

#### **Base Bid #2 - Additional Wall Sections:**

<b>Proposal Price Based Upon Market Experience:</b>	<b>\$ 22,809</b>
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#### Garland/DBS Price Based Upon Local Market Competition:

<b>Tera Systems LLC</b>	<b>\$ 22,809</b>
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#### **Scope of Work: Add Alternate to Base Bid #2**

1. Removal and disposal of existing mechanical units (7 Units).
2. Installation of metal covering over the curbs for waterproof protection until new mechanical units are installed.

#### **Add Alternate to Base Bid #2:**

<b>Proposal Price Based Upon Market Experience:</b>	<b>\$ 8,135</b>
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#### Garland/DBS Price Based Upon Local Market Competition:

<b>Innovative Roofing Group</b>	<b>\$ 8,135</b>
<b>Tera Systems LLC</b>	<b>\$ 18,327</b>
<b>Veteran Builders LLC</b>	<b>\$ 28,062</b>

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

**Clarifications/Exclusions:**

1. Permits are excluded.
2. Bonds are included.
3. Plumbing and Electrical work is excluded.
4. Interior Temporary protection is excluded.
5. Any work not exclusively described in the above proposal scope of work is excluded.

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

Respectfully Submitted,

*Matt Egan*

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



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

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

**RECITALS**

WHEREAS, the City acquired the property commonly known as 116 South Broad Street, Monroe, Georgia 30655 by virtue of that certain Warranty Deed dated September 19, 2005, and recorded in Deed Book 2299, pages 303-304, Walton County, Georgia records (the “Property”), said deed being attached hereto as Exhibit “A” for a more complete description of the Property; and,

WHEREAS, the City currently holds title to the Property, free and clear of any and all known encumbrances; and,

WHEREAS, the City currently operates the City of Monroe Police Department (the “Police Department”) and the City of Monroe Municipal Court (the “Municipal Court”) at the Property; and,

WHEREAS, the City recently acquired the property commonly known as 140 Blaine Street, Monroe, Georgia 30655 by virtue of that certain Quitclaim Deed dated December 21, 2017, and recorded in Deed Book 4168, page 321, Walton County, Georgia records (the “New Property”); said deed being attached hereto as Exhibit “B” for a more complete description of the New Property; and,

WHEREAS, the City is in the process of remodeling the New Property for the purpose of relocating the Police Department and the Municipal Court; and,

WHEREAS, upon completion of the City's remodeling of the New Property and relocation of the Police Department and the Municipal Court, the City will no longer occupy the Property; and,

WHEREAS, the City is desirous of transferring the Property to the DDA for the purpose of marketing and selling the Property for the general benefit and wellbeing of the public and to promote economic development within the City; and,

WHEREAS, the DDA is desirous of acquiring the Property for the purpose of marketing and selling the Property for the general benefit and wellbeing of the public and to promote economic development within the City, particularly the downtown core; and,

WHEREAS, the City and DDA desire to support the economic wellbeing of the City and its citizens, particularly by encouraging economic growth and development within the Central Business District of Downtown Monroe where the Property is located; and,

WHEREAS, pursuant to O.C.G.A. § 36-42-2, the DDA is responsible for the revitalization and redevelopment of the downtown area of the City under its purview by promoting public good, general welfare, commerce, industry, and employment opportunities of the City and State; and,

WHEREAS, pursuant to O.C.G.A. § 36-42-8, the DDA may acquire and dispose of real property of every kind and character, or any interest therein, in furtherance of the public purpose of the DDA.

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

#### TERMS OF AGREEMENT

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



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

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

The RFP terms and conditions shall be developed by the DDA in its sole discretion; and,

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

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

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

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

3. **Term**: The initial term of this Agreement shall commence on July 1, 2021 and end on December 31, 2021, unless terminated earlier in writing by mutual agreement by the Parties. Thereafter, the term of this Agreement shall automatically renew for successive six (6) month terms until the Property is sold unless otherwise agreed to in writing by the Parties.

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

- a. The City shall receive 90% of the proceeds from the sale of the Property after any and all fees and costs of closing have been paid associated therewith. The City shall deposit the sales proceeds into the General Fund for the City.
- b. The DDA shall receive 10% of the proceeds from the sale of the Property after any and all fees and costs of closing have been paid associated therewith. The DDA shall deposit and utilize its portion of the sales proceeds in a manner that is commensurate with the general purpose of the DDA.

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

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

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

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



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

CITY OF MONROE, GEORGIA

By: \_\_\_\_\_  
John S. Howard  
Mayor

Attest: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

[SEAL]

DOWNTOWN DEVELOPMENT AUTHORITY  
OF THE CITY OF MONROE

By: \_\_\_\_\_

Attest: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

[SEAL]



**To:** Finance Committee  
**From:** Logan Propes  
**Department:** Administration  
**Date:** 05-04-2021  
**Subject:** Budget Amendment Request for Planning & Code RFQ Project Funding

**Budget Account/Project Name:** BLAINE STATION PLAN

**Funding Sources:** General Fund

**Budget Allocation:** N/A

**Budget Available:** N/A

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

**Description:**

Staff requests that the Finance Committee create a budget amendment in the amount of \$38,200.00 to increase permit fees and increase professional services for the funding of fulfilling a Master Plan for 140 Blaine St and certain other Code updates contingent upon approval of the RFQ by the Planning & Code Committee and full Council.

**Background:**

This budget amendment will fully fund the RFQ project as shown on the agenda under Planning & Code.

Increase 100-7200-322201 – Building Permits - \$38,200.00

Increase 100-7200-521200 – Professional Services - \$38,200.00

**Attachment(s):** Amended Budget Resolution



**AMENDED  
BUDGET RESOLUTION**

**A RESOLUTION ADOPTING THE 2021 BUDGET REVISIONS FOR THE CITY OF MONROE, GEORGIA; APPROPRIATING REVISED AMOUNTS AS SHOWN IN EACH BUDGET AS EXPENDITURES; ADOPTING THE REVISED REVENUE PROJECTIONS; AND PROHIBITING EXPENDITURES TO EXCEED APPROPRIATIONS.**

**BE IT RESOLVED** by the **Mayor and City Council** of the **City of Monroe, Georgia** as follows:

**WHEREAS**, for the purpose of financing the conduct of affairs of the **City of Monroe** during the fiscal year beginning January 1, 2021 and ending December 31, 2021, the Revised Budget of the City's Revenues and Expenditures for such period, as prepared and submitted to the **City Council** by the City Administrator; and so approved by the **Mayor and City Council**.

**WHEREAS**, the amounts listed are the appropriations and transfers so authorized by the **Mayor and City Council** and are approved for the amounts and purpose indicated.

**BE IT FURTHER RESOLVED** that the expenditures shall not exceed the appropriations authorized by this budget and that the expenditures for the fiscal year shall not exceed funding available.

**ADOPTED** by the **Mayor and City Council** of the **City of Monroe** this 4<sup>th</sup> day of May 2021.

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**John Howard, Mayor**  
**City of Monroe**

**Attest:**

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Debbie Kirk, City Clerk



**To:** City Council  
**From:** Brian Thompson  
**Department:** Electric  
**Date:** 05/11/2021  
**Subject:** Rebuild Madison Ave from Marable St to the Jail

**Budget Account/Project Name:**

**Funding Source:** CIP

**Budget Allocation:** \$726,700.00

**Budget Available:** \$726,700.00

**Requested Expense:** \$518,145.35

**Company of Purchase:** Irby, Gresco, Ace Pole, U-TEC

**Description:**

Replace the primary electric, poles, and transformers on Madison Ave.

**Background:**

Madison Ave is constructed with a mixture of wire types and sizes. This limits the amount of energy that we can deliver to that area of town. By rebuilding we will create a main feeder from Marable St. to the southern edge of our territory and can distribute power via side street rebuilds to the S. Broad area. This is very similar to the project we constructed on Spring St. last year. The project was a sealed bid for labor and materials. The tally and pole bid is attached.

**Attachment(s): 4**

Irby – Quote

Gresco – Quote

Ace Pole – Quote

U-TEC - Quote



**From:** [Jimi Martin](#)  
**To:** [Vashon Tuggle-Hill](#)  
**Subject:** Madison Ave material and labor bid numbers  
**Date:** Thursday, May 6, 2021 10:42:50 AM

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U-Tec \$348,750.00  
Irby \$86,212.25  
Gresco \$59,027.10  
Ace Poles \$24,156.00  
Total \$518,145.35

Jimi Martin  
[Jmartin@monroega.gov](mailto:Jmartin@monroega.gov)  
770-266-5415



STUART C IRBY BR743 KENNESAW  
 1025-A COBB INTERNATIONAL PLACE  
 SUITE A  
 KENNESAW GA 30152  
 770-422-1005 Fax 770-427-8455

# Quotation

234

QUOTE DATE	ORDER NUMBER
04/29/21	S012414665
REMIT TO:	PAGE NO.
STUART C IRBY CO POST OFFICE BOX 741001 ATLANTA GA 30384	1

SOLD TO:  
 CITY OF MONROE  
 ATTN: ACCOUNTS PAYABLE  
 PO BOX 1249  
 MONROE, GA 30655-1249

SHIP TO:  
 CITY OF MONROE, UTILITIES DEPT.  
 420 NORTH BROAD STREET  
 MONROE, GA 30655  
 770-266-5406

ORDERED BY:

CUSTOMER NUMBER		CUSTOMER ORDER NUMBER		JOB/RELEASE NUMBER		OUTSIDE SALESPERSON	
129353						Jordan D Fernie	
INSIDE SALESPERSON				REQD DATE	FRGHT ALLWD	SHIP VIA	
Todd E Horto				04/29/21	Yes		
ORDER QTY	SHIP QTY	LINE	DESCRIPTION			Prc/UOM	Ext Amt
20EA		1	MACL AC86 CLAMP SUS/ANGLE ALUM ----- LEAD TIME = 10-12WKS ----- STANDARD PACKAGE = 20 -----			26.250EA	525.00
20EA		2	MACL RALS-2N 3/0 ANGLE SUSP C ----- LEAD TIME = 8-10WKS ----- STANDARD PACKAGE = 20 -----			17.800EA	356.00
25EA		3	MACL ASO-398-1-N #6 - 2/0 AL DE CLAMP ----- LEAD TIME = 3-4WKS ----- STANDARD PACKAGE = 25 -----			7.050EA	176.25
100EA		4	MACL ASO-858-1N DEADEND CLAMP ----- LEAD TIME = 8-10WKS ----- STANDARD PACKAGE = 20 -----			14.850EA	1485.00
3000FT		5	GUY 3/8 UG CLS-A 250' COIL A475 ----- LEAD TIME = 1-2WKS -----			375.000M	1125.00
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STUART C IRBY BR743 KENNESAW  
 1025-A COBB INTERNATIONAL PLACE  
 SUITE A  
 KENNESAW GA 30152  
 770-422-1005 Fax 770-427-8455

# Quotation

235

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129353						Jordan D Fernie	
INSIDE SALESPERSON				REQD DATE	FRGHT ALLWD	SHIP VIA	
Todd E Horto				04/29/21	Yes		
ORDER QTY	SHIP QTY	LINE	DESCRIPTION			Prc/UOM	Ext Amt
28EA		6	MACL D104-6 10" HELIX ANCHOR FOR 3/4 -1" ROD STANDARD DUTY 6000# TORQUE RATING ----- LEAD TIME = 8-10WKS -----			23.700EA	663.60
15EA		7	*PUPI DA2500096E3B7X2 8FT FIBERGLA DEADEND ----- LEAD TIME = 6-8WKS -----			248.000EA	3720.00
3EA		8	*PUPI TB200009604X2 8FT. BRACELESS FIB. TANGENT XARM ----- LEAD TIME = 6-8WKS -----			152.000EA	456.00
79EA		9	MACL ZHP010-0000000 10KV SRG ARST ----- LEAD TIME = 3-4WKS -----			37.200EA	2938.80
9EA		10	MACL ZRP010-0000000 10KV SRG ARST RISER 10KV 8.4KV ----- ITEM IS IN STOCK -----			37.850EA	340.65
*** Continued on		Next Page ***					

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STUART C IRBY BR743 KENNESAW  
 1025-A COBB INTERNATIONAL PLACE  
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 KENNESAW GA 30152  
 770-422-1005 Fax 770-427-8455

# Quotation

236

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129353						Jordan D Fernie	
INSIDE SALESPERSON				REQD DATE	FRGHT ALLWD	SHIP VIA	
Todd E Horto				04/29/21	Yes		
ORDER QTY	SHIP QTY	LINE	DESCRIPTION			Prc/UOM	Ext Amt
75EA		11	*POHA P9412 5/8 X 12 OVAL EYE BOLT ----- LEAD TIME = 4-6WKS ----- STANDARD PACKAGE = 25 -----			2.600EA	195.00
750EA		12	*POHA P8812 5/8 X 12 MACHINE BOLT HO ----- LEAD TIME = STOCK-4WKS ----- STANDARD PACKAGE = 50 -----			1.230EA	922.50
25EA		13	MACL J8918 3/4X18 MACHINE BOLT ----- LEAD TIME = 3-4WKS ----- STANDARD PACKAGE = 25 -----			5.550EA	138.75
50EA		14	*POHA P8814 5/8 X 14 MACHINE BOLT HO ----- ITEM IS IN STOCK ----- STANDARD PACKAGE = 50 -----			1.400EA	70.00
*** Continued on			Next Page ***				

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STUART C IRBY BR743 KENNESAW  
1025-A COBB INTERNATIONAL PLACE  
SUITE A  
KENNESAW GA 30152  
770-422-1005 Fax 770-427-8455

# Quotation

237

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MONROE, GA 30655  
770-266-5406

ORDERED BY:

CUSTOMER NUMBER		CUSTOMER ORDER NUMBER		JOB/RELEASE NUMBER		OUTSIDE SALESPERSON	
129353						Jordan D Fernie	
INSIDE SALESPERSON				REQD DATE	FRGHT ALLWD	SHIP VIA	
Todd E Horto				04/29/21	Yes		
ORDER QTY	SHIP QTY	LINE	DESCRIPTION	Prc/UOM	Ext Amt		
2EA		15	*ELEM PEAD26V BOOT 2"-6" POLY VENT ----- LEAD TIME = 3-4WKS -----	36.500EA	73.00		
173EA		16	*ALFO F1CS-HV-A24-B-VP-1 SINGLE PH VERT PIN ----- LEAD TIME = 6-8WKS -----	56.500EA	9774.50		
65EA		17	MACL G1MDA112ADB 12" FIBERGLASS SINGLE PHASE CUTOUT & ARRESTER BRACKET ----- LEAD TIME = 12-14WKS ----- STANDARD PACKAGE = 5 -----	58.000EA	3770.00		
10EA		18	MACL G3MA013613DD GPB3-0-568M-3612.7 ----- LEAD TIME = 8-10WKS ----- STANDARD PACKAGE = 10 -----	145.500EA	1455.00		
120EA		19	*POHA P1300 DEAD END CEVIS HOT DIP G ----- ITEM IS IN STOCK -----	3.500EA	420.00		
***	Continued on	Next Page ***					

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STUART C IRBY BR743 KENNESAW  
 1025-A COBB INTERNATIONAL PLACE  
 SUITE A  
 KENNESAW GA 30152  
 770-422-1005 Fax 770-427-8455

# Quotation

238

QUOTE DATE	ORDER NUMBER
04/29/21	S012414665
REMIT TO:	PAGE NO.
STUART C IRBY CO POST OFFICE BOX 741001 ATLANTA GA 30384	5

SOLD TO:  
 CITY OF MONROE  
 ATTN: ACCOUNTS PAYABLE  
 PO BOX 1249  
 MONROE, GA 30655-1249

SHIP TO:  
 CITY OF MONROE, UTILITIES DEPT.  
 420 NORTH BROAD STREET  
 MONROE, GA 30655  
 770-266-5406

ORDERED BY:

CUSTOMER NUMBER		CUSTOMER ORDER NUMBER		JOB/RELEASE NUMBER		OUTSIDE SALESPERSON	
129353						Jordan D Fernie	
INSIDE SALESPERSON				REQD DATE	FRGHT ALLWD	SHIP VIA	
Todd E Horto				04/29/21	Yes		
ORDER QTY	SHIP QTY	LINE	DESCRIPTION			Prc/UOM	Ext Amt
100EA		20	ERC CP58 GRD ROD CLAMP SIL BRZ STD DUTY 1/2IN-5/8IN DIA ROD #8SOL-#2STR ----- ITEM IS IN STOCK ----- STANDARD PACKAGE = 50 -----			1.300EA	130.00
75EA		21	MACL C-1540AP HOT LINE CLAMP PLTD 800MCM-#4 ACSR TO 350MCM-#4 SOL 25/BOX ----- LEAD TIME = 8-10WKS ----- STANDARD PACKAGE = 25 -----			27.500EA	2062.50
7EA		22	*ALFO 6M3-6 CLUSTER MOUNT ----- LEAD TIME = 3-4WKS -----			93.500EA	654.50
88EA		23	*ARP CSNL15-BP2-100C 15KV 100AMP NON-LOADBREAK CUTOUT W/10KA INTERRUPTING CAPACITY, PARALLEL GROOVE CLAMPS, POLYMER ----- ITEM IS IN STOCK -----			70.500EA	6204.00
***		Continued on	Next Page ***				

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239

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04/29/21	S012414665
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STUART C IRBY CO POST OFFICE BOX 741001 ATLANTA GA 30384	6

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129353						Jordan D Fernie	
INSIDE SALESPERSON				REQD DATE	FRGHT ALLWD	SHIP VIA	
Todd E Horto				04/29/21	Yes		
ORDER QTY	SHIP QTY	LINE	DESCRIPTION	Prc/UOM	Ext Amt		
50EA		24	MACL J6510 5/8 THIMBLEYE NUT ----- LEAD TIME = 8-10WKS ----- STANDARD PACKAGE = 50 -----	3.400EA	170.00		
250EA		25	*HELI HG-210-3/8 DEADEND GUY GRIP ----- ITEM IS IN STOCK ----- STANDARD PACKAGE = 50 -----	2.900EA	725.00		
9EA		26	*SLING ZCS2323 WIRE PULLING GRIP FOR 1/0 PRIMARY CABLE ----- LEAD TIME = 1-2WKS -----	25.750EA	231.75		
100EA		27	*HELI HSG522 SERVICE GRIP DEADEND CONDUCTOR RANGE 0.365-0.398 COLOR YELLOW 1/0 ACSR 7W * Sub for: PREF SG-4506 SERVICE-GRIP ----- LEAD TIME = 3-4WKS ----- STANDARD PACKAGE = 100 -----	1.220EA	122.00		
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STUART C IRBY CO POST OFFICE BOX 741001 ATLANTA GA 30384	7

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CITY OF MONROE, UTILITIES DEPT.  
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ORDERED BY:

CUSTOMER NUMBER		CUSTOMER ORDER NUMBER		JOB/RELEASE NUMBER		OUTSIDE SALESPERSON	
129353						Jordan D Fernie	
INSIDE SALESPERSON				REQD DATE	FRGHT ALLWD	SHIP VIA	
Todd E Horto				04/29/21	Yes		
ORDER QTY	SHIP QTY	LINE	DESCRIPTION	Prc/UOM	Ext Amt		
72EA		28	*ELEM 100-S101B WILDLIFE PROTECTOR GRAY PLASTISOL 36/BOX ----- LEAD TIME = 2-3WKS ----- STANDARD PACKAGE = 36 -----	4.850EA	349.20		
50EA		29	*ELEM 707YTIE 8' YELLOW GUY GUARD ----- ITEM IS IN STOCK ----- STANDARD PACKAGE = 25 -----	2.500EA	125.00		
50EA		30	HPS GH5N HOOK, GUY, FOR 5/8 IN. BOLT ----- LEAD TIME = 6-8WKS ----- STANDARD PACKAGE = 25 -----	5.500EA	275.00		
300EA		31	*HEND HPI-55-4 15KV PIN INSULATOR F-NECK ----- LEAD TIME = 1-2WKS ----- STANDARD PACKAGE = 30 -----	5.600EA	1680.00		
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CUSTOMER NUMBER		CUSTOMER ORDER NUMBER		JOB/RELEASE NUMBER		OUTSIDE SALESPERSON	
129353						Jordan D Fernie	
INSIDE SALESPERSON				REQD DATE	FRGHT ALLWD	SHIP VIA	
Todd E Horto				04/29/21	Yes		
ORDER QTY	SHIP QTY	LINE	DESCRIPTION			Prc/UOM	Ext Amt
168EA		32	*HEND HPI-53-2 3" SPOOL INSULATOR ----- LEAD TIME = 1-2WKS ----- STANDARD PACKAGE = 56 -----			1.230EA	206.64
112EA		33	*POHA P8225-S 25KV POLYMER SUSPENSION INSULATOR ----- ITEM IS IN STOCK ----- STANDARD PACKAGE = 16 -----			12.350EA	1383.20
25EA		34	*GE QAMW754 (5501AB0015) 15KVA XFM 1PH CONV POLE-MT HV: 7200/12470Y LV: 120/240 2-BUSH ----- ITEM IS IN STOCK -----			596.000EA	14900.00
34EA		35	*GE QAMW755 (5501AB0025) 25KVA XFM CONV POLE-MT HV: 7200/12470Y LV: 120/240 2-BUSH ----- LEAD TIME = 8-10WKS -----			732.000EA	24888.00
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STUART C IRBY CO POST OFFICE BOX 741001 ATLANTA GA 30384	9

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129353						Jordan D Fernie	
INSIDE SALESPERSON				REQD DATE	FRGHT ALLWD	SHIP VIA	
Todd E Horto				04/29/21	Yes		
ORDER QTY	SHIP QTY	LINE	DESCRIPTION	Prc/UOM	Ext Amt		
8EA		36	*GE QAMW756 (5501AB0037) 37.5KVA XFMR 1PH CONV POLE-MT HV: 7200/12470Y LV: 120/240 2-BUSH ----- LEAD TIME = 6-8WKS -----	871.000EA	6968.00		
2EA		37	*GE QAMW757 (5501AB0050) 50KVA XFM 1PH CONV POLE-MT HV: 7200/12470Y LV: 120/240 2-BUSH ----- ITEM IS IN STOCK -----	1045.000EA	2090.00		
5695FT		38	COND ACSR 336.4 MERLIN 5695FT REEL (PRICED BY FEET) ----- LEAD TIME = 10-12WKS ----- STANDARD PACKAGE = 5695FT REEL -----	0.760M	4.33		
25EA		39	MACL J203Z PIN X ARM W/NA THD ----- ITEM IS IN STOCK ----- STANDARD PACKAGE = 25 -----	4.550EA	113.75		
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# Quotation

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QUOTE DATE	ORDER NUMBER
04/29/21	S012414665
REMIT TO:	PAGE NO.
STUART C IRBY CO POST OFFICE BOX 741001 ATLANTA GA 30384	10

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CUSTOMER NUMBER		CUSTOMER ORDER NUMBER		JOB/RELEASE NUMBER		OUTSIDE SALESPERSON	
129353						Jordan D Fernie	
INSIDE SALESPERSON				REQD DATE	FRGHT ALLWD	SHIP VIA	
Todd E Horto				04/29/21	Yes		
ORDER QTY	SHIP QTY	LINE	DESCRIPTION			Prc/UOM	Ext Amt
15EA		40	MACL J740Z PIN PT W/NA THD ----- LEAD TIME = 6-8WKS ----- STANDARD PACKAGE = 15 -----			8.800EA	132.00
12EA		41	MACL G1HDR124AS1 GRP-558H-24 POLE TOP PIN ----- LEAD TIME = 12-14WKS ----- STANDARD PACKAGE = 4 -----			68.950EA	827.40
25EA		42	MACL J203Z PIN X ARM W/NA THD ----- ITEM IS IN STOCK ----- STANDARD PACKAGE = 25 -----			4.550EA	113.75
28EA		43	MACL D75D 3/4X7 TWINEYE ANCHOR ROD ----- ITEM IS IN STOCK -----			21.950EA	614.60
80EA		44	GALV 6258 5/8X8 CU CTD GND ROD ----- LEAD TIME = 4-6WKS -----			12.300EA	984.00
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REMIT TO:	PAGE NO.
STUART C IRBY CO POST OFFICE BOX 741001 ATLANTA GA 30384	11

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ORDERED BY:

CUSTOMER NUMBER		CUSTOMER ORDER NUMBER		JOB/RELEASE NUMBER		OUTSIDE SALESPERSON	
129353						Jordan D Fernie	
INSIDE SALESPERSON				REQD DATE	FRGHT ALLWD	SHIP VIA	
Todd E Horto				04/29/21	Yes		
ORDER QTY	SHIP QTY	LINE	DESCRIPTION	Prc/UOM	Ext Amt		
200EA		45	MACL J8754TP 1/2X4 LAG SCREW TWIST DRIVE, DRIVE POINT ----- ITEM IS IN STOCK ----- STANDARD PACKAGE = 200 -----	0.740EA	148.00		
500EA		46	*ELEM 106 LAG SCREW 1/4" X 2" UGUARD FASTNER ----- ITEM IS IN STOCK ----- STANDARD PACKAGE = 500 -----	0.150EA	75.00		
50LB		47	*KING 88GP5LB HD STAPLE 1/4"X1-3/8 (PRICED PER LB.) ----- LEAD TIME = 3-4WKS ----- STANDARD PACKAGE = 50LBS -----	2.400EA	120.00		
15EA		48	MACL HLS-397-E STIRRUP W/EYEB ----- LEAD TIME = 3-4WKS ----- STANDARD PACKAGE = 15 -----	27.500EA	412.50		
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# Quotation

245

QUOTE DATE	ORDER NUMBER
04/29/21	S012414665
REMIT TO:	PAGE NO.
STUART C IRBY CO POST OFFICE BOX 741001 ATLANTA GA 30384	12

SOLD TO:  
 CITY OF MONROE  
 ATTN: ACCOUNTS PAYABLE  
 PO BOX 1249  
 MONROE, GA 30655-1249

SHIP TO:  
 CITY OF MONROE, UTILITIES DEPT.  
 420 NORTH BROAD STREET  
 MONROE, GA 30655  
 770-266-5406

ORDERED BY:

CUSTOMER NUMBER		CUSTOMER ORDER NUMBER		JOB/RELEASE NUMBER		OUTSIDE SALESPERSON	
129353						Jordan D Fernie	
INSIDE SALESPERSON				REQD DATE	FRGHT ALLWD	SHIP VIA	
Todd E Horto				04/29/21	Yes		
ORDER QTY	SHIP QTY	LINE	DESCRIPTION			Prc/UOM	Ext Amt
80EA		49	MACL HLS-2/0-E STIRRUP W/EYEB ----- LEAD TIME = 8-10WKS ----- STANDARD PACKAGE = 40 -----			14.800EA	1184.00
50EA		50	MACL D6562A ANCHOR EYENUT POWER SCREW ----- LEAD TIME = 3-4WKS ----- STANDARD PACKAGE = 25 -----			9.350EA	467.50
150LN		51	*ELEM PE2UG10ST U-GUARD 2" X 10FT HDPE (1500' PER PALLET) (PRICE PER LENGTH) (ALT UOM PER FT) (1LN=10FT) (1EA=1 LENGTH) ----- ITEM IS IN STOCK ----- STANDARD PALLET = 150PCS -----			9.250LN	1387.50
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# Quotation

246

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REMIT TO:	PAGE NO.
STUART C IRBY CO POST OFFICE BOX 741001 ATLANTA GA 30384	13

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129353						Jordan D Fernie	
INSIDE SALESPERSON				REQD DATE	FRGHT ALLWD	SHIP VIA	
Todd E Horto				04/29/21	Yes		
ORDER QTY	SHIP QTY	LINE	DESCRIPTION			Prc/UOM	Ext Amt
45EA		52	*ELEM PE4UG10ST U-GUARD 4"X10FT HMW POLYETHYLENE RISER GUARD W/ BELLED END; 10FT LENGTHS ----- ITEM IS IN STOCK ----- STANDARD PALLET = 45PCS -----			24.150EA	1086.75
350LB		53	UTBC 6 SD BARE SOL 25LB SPOOL ----- ITEM IS IN STOCK -----			560.000C	1960.00
500FT		54	COND 6 SD POLY RISER SOL TRANS 250FT ----- ITEM IS IN STOCK ----- STANDARD PACKAGE = 250FT COIL -----			670.000M	335.00
2500EA		55	MACL J1084 3/8 ROUND WASHER ----- LEAD TIME = 3-4WKS ----- STANDARD PACKAGE = 2500 -----			0.100EA	250.00
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129353						Jordan D Fernie	
INSIDE SALESPERSON				REQD DATE	FRGHT ALLWD	SHIP VIA	
Todd E Horto				04/29/21	Yes		
ORDER QTY	SHIP QTY	LINE	DESCRIPTION			Prc/UOM	Ext Amt
100EA		56	MACL CW-44-6 4X4 CURV WASHER ----- LEAD TIME = 3-4WKS ----- STANDARD PACKAGE = 25 -----			3.700EA	370.00
200EA		57	MACL J1076 3/16X2-1/4 SQ WASHER 13/16 HOLE ----- ITEM IS IN STOCK ----- STANDARD PACKAGE = 200 -----			0.280EA	56.00
1000EA		58	MACL J1075 3/16X2-1/4 SQ WASHER 11/16 HOLE ----- LEAD TIME = 4-6WKS ----- STANDARD PACKAGE = 200 -----			0.320EA	320.00

**\* This is a quotation \***

Prices firm for acceptance within 30 days with the exception of commodity prices which are subject to change daily. Quotation is void if changed. Complete quote must be used unless authorized in writing.

OUR PRODUCT AND SERVICES ARE SUBJECT TO, AND GOVERNED EXCLUSIVELY BY, OUR TERMS AND CONDITIONS OF SALE, WHICH ARE INCORPORATED HEREIN AND AVAILABLE AT [www.irby.com/terms](http://www.irby.com/terms).  
ADDITIONAL OR CONFLICTING TERMS ARE REJECTED, VOID AND OF NO FORCE OR EFFECT.

Subtotal	102731.92
S&H CHGS	0.00
Sales Tax	0.00
<b>TOTAL</b>	<b>102731.92</b>

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# **Madison Avenue Material Bid**

## **City of Monroe**

### **Bid Submitted by Gresco**

### **May 4 2021**

Please note that we will be able to quote lead times based on our current inventory at the time of a purchase order. These are volatile times and material pricing and availability vary. Currently we are at 30 weeks on some materials.

Thank you for your consideration.

Cliff Stitcher  
Account Manager

**GRESKO**



# Electric Distribution Materials Bid

## Madison Avenue

April 2, 2021

The City of Monroe will be accepting bids to purchase electric line distribution materials. The overall scope of the bid will involve the purchase of material needed to construct an electric distribution line on Madison Avenue. All submitted bids should follow instructions, provide pricing and be complete in scope as requested by the City of Monroe. Detail should be provided with each line item to include part number, part description, price per item, and total line-item price. Failure to include these details will result in bid being marked incomplete. For line items with part number listed, only that part number or direct equal will be accepted.

Bids are to be submitted by mail or in person, no later than **May 4, 2021 @ 2:00 pm EST**. Be sure the submission is in a completely sealed package. The address of submission is as follows:

City of Monroe  
Madison Ave Electric ITB  
Attn: Chad Gravette/Jimi Martin  
215 North Broad Street  
Monroe, GA 30655

The items of requested bid are as follows:

Part Code	Part Description	QTY	U.O.M
AC-86	CLAMP, ANGLE, 1 AWG-477 KCMIL ACSR or AAC	6	EACH
F324901	CLAMP, ANGLE SUSPENSION, 3/0 AWG-795 KCMIL ACSR OR 4/0 AWG-1033.5 KCMIL ACC	6	EACH
F306403	CLAMP, DEADEND, 6-2/0 AWG ACSR, 6-3/0 AWG AAC	4	EACH
F400460	CLAMP, DEADEND, 2/0 AWG-556.5 KCMIL ACSR, 3/0 AWG-556.5 KCMIL AAC	90	EACH
AR-0128	Rod, armor, 336 (12 PER SET)	1	EACH
ASTM-A475	WIRE, GUY 3/8" (11M) UTILITY GRADE	2950	FEET
	ANCHOR, SINGLE HELIX, 10" FOR 3/4"-1" DIA. ROD	28	EACH
DA2500096E3B7X2	CROSSARM, FIBERGLASS DEADEND W/CENTER MOUNT, 8' LENGTH, 3-5/8"x 4-5/8", (PUPI SERIES 2500 OR EQV.)	15	EACH
TB20001204X2	CROSSARM, FIBERGLASS TANGENT W/CENTER MOUNT, 10' LENGTH, 3-5/8"x 4-5/8", (PUPI SERIES 2500 OR EQV.)	22	EACH
TB200009604X2	CROSSARM, FIBERGLASS TANGENT W/CENTER MOUNT, 8' LENGTH, 3-5/8"x 4-5/8", (PUPI SERIES 2500 OR EQV.)	3	EACH
ZHP0100000000	ARRESTER, SURGE, 9 OR 10KV, POLYMER-TYPE	79	EACH
ZRP0100000000	ARRESTER, SURGE, RISER POLE, 9 OR 10KV, POLYMER-TYPE	9	EACH
J9412	BOLT, OVAL EYE, 5/8"x 12" (JOSLYN #J9412)	61	EACH
J8812	BOLT, MACHINE, 5/8" x 12" (J8812)	718	EACH
J8918	BOLT, MACHINE, 3/4", LENGTH AS REQ'D	14	EACH
AF8814	BOLT, MACHINE, 5/8", LENGTH AS REQ'D	7	EACH
PEAD2-8V	BOOT, U-GUARD-4"	2	EACH



J25255.1	BRACKET, 1 POST INSULATOR, 8" (JOSLYN #J25255.1)	6	EACH
F1CS-HV-A24-BVP1	BRACKET, FIBERGLASS FOR 1 PIN INSULATOR, 24" LENGTH, 2" DIAMETER	173	EACH
G1MDA112ADB	BRACKET, CUTOUT & ARRESTER ("T") (JOSLYN #	63	EACH
G3MA013613DD	BRACKET, CUTOUT & ARRESTER, 3-PHASE ("T-3")	9	EACH
J1300	CLEVIS, SECONDARY	120	EACH
#90636	CLAMP, GROUND ROD, FOR 5/8" ROD	80	EACH
#F041788	CLAMP, HOT LINE	72	EACH
6M3-6	CLUSTER MOUNT, FOR TRANSFORMERS, ALUMAFORM	7	EACH
#CSG15LX-100A-110-CB-16KA	CUTOUT, 100 AMP, 15 KV (110KV BIL), STANDARD CUTOUT, POLYMER-TYPE	88	EACH
J6510	EYENUT, 5/8"	18	EACH
#OHDE-9538	GRIP, PREFORM, DEADEND- 1/0 AWG ACSR	11	EACH
#GDE-1107	GRIP, PREFORM FOR STEEL GUY WIRE, 3/8"	208	EACH
ZCS2323	GRIP, UG PRIMARY CABLE, (KELLUM) SIZE-1/0 AWG	9	EACH
#SG-4506	GRIP, SERVICE, 1/0 AWG ACSR	6	EACH
#100-S101B	GUARD, WILDLIFE	69	EACH
#ELEM 707YTIE	GUY GUARD	45	EACH
#GH5N	GUY HOOK, "HOG EAR"	45	EACH
PI31153	INSULATOR, HORIZONTAL LINE POST TYPE, CLAMP TOP, 15KV	6	EACH
#HPI55-4	INSULATOR, PIN, 15 KV, POLYMER-TYPE	275	EACH
#HPI-53-2	INSULATOR, SPOOL, POLYMER-TYPE	120	EACH
#DEI-28	INSULATOR, SUSPENSION, 15 K, POLYMER-TYPE	109	EACH
#FGS16-78RR AF	INSULATOR, FIBERGLASS GUY STRAIN, CLEVIS/CLEVIS WITH 2 ROLLERS-78"	52	EACH
GTC34ATP	LUG, TRANSFORMER GROUNDING	69	EACH
#5501AB0015	TRANSFORMER-OH, 15 KVA, 7200-120/240	25	EACH
#5501AB0025	TRANSFORMER-OH, 25 KVA, 7200-120/240	34	EACH
#5501AB0037	TRANSFORMER-OH, 37.5 KVA, 7200-120/240	8	EACH
#5501AB0050	TRANSFORMER-OH, 50 KVA, 7200-120/240	2	EACH
MERLIN5695-FT-G	OH, PRIMARY WIRE, 336.4 KCMIL ACSR (MERLIN)	48000	FEET
J203Z	PIN, JUMPER, LEAD HEAD	3	EACH
J7402	PIN, POLE TOP	3	EACH
G1HDR124A51	PIN, POLE TOP, FIBERGLASS	9	EACH
J203Z	PIN, CROSSARM, STEEL, 5/8" x 10 3/4"	21	EACH
D75D	ROD, ANCHOR 8 FEET, 3/4" DIA.	28	EACH
#W588/615883	ROD, GROUND, COPPER WELD 5/8" x 8'	80	EACH
508754	SCREW, LAG, 1/2" x 4"	149	EACH
PSC2050504	SCREW, SMALL FOR RISER GUARD	60	EACH
#88	STAPLE, GROUND WIRE, BARBED 1-1/2" x 3/8" (QTY. CARTON-1750)	1	EACH
HLS-397E	STIRRUP, 1/0 AWG ACSR	3	EACH
HLS-2/OE	STIRRUP, 2/0 AWG-556.5 KCMIL ACSR OR 3/0 AWG-556.5 KCMIL AAC	75	EACH
J2840	STUD, MOUNTING F/POST INSULATOR, 1-3/4"	6	EACH
7652-S-4-10	TERMINATION KIT, UG PRIMARY JACKETED CABLE, 1/0 AWG AL, 15 KV	9	EACH
SPL-1360-P	TIE, SPOOL, 336.4 KCMIL ACSR	70	EACH
#WTJ-0421	TIE, IN-LINE, 336.4 KCMIL ACSR	250	EACH
#STF-1160-P	TIE, SIDE, 336.4 KCMIL ACSR	12	EACH
#D6562A	TWINEYE NUT, 3/4" DIA.	28	EACH
#PE2UG10	U-GUARD POLYETHYLENE, 2"-10' JOINT	25	EACH





#PE4UG10	U-GUARD POLYETHYLENE, 4"-10' JOINT	10	EACH
#0611S1	WIRE, 6 AWG SOLID, SOFT DRAWN COPPER, 25# SPOOL (315')	14	EACH
#0611RW1R0	WIRE, RISER, 6 AWG SOL CU	443	FEET
J1084	WASHER, 3/8", ROUND	44	EACH
CW44-6	WASHER, CURVED, 4" x 4" x 5/8"	66	EACH
J1076	WASHER, SQUARE, 2-1/2" x 2-1/2" x 3/4"	14	EACH
J1075	WASHER, SQUARE, 2-1/2" x 2-1/2" x 5/8"	946	EACH

Bid will be evaluated and awarded by either lowest total price or lowest price by line item, whichever proves to be more beneficial to the City of Monroe based on price and lead times. The City of Monroe reserves the right to reject any or all bids. We thank you in advance for your bid submission and welcome any questions you may have during the process.

Jimi Martin  
 Jmartin@monroega.gov  
 City of Monroe  
 P.O. Box 1249  
 Monroe, GA 30655  
 (770) 266-5415

# GRESKO



Entered Date  
4/13/21

Taken By  
cale

Customer #  
1491

Order #  
10161361-00

PO #

Page #  
1

**Bill To**  
CITY OF MONROE, UTILITIES DEPT  
ATTN: Accounts Payable  
Po Box 1249  
Monroe, GA 30655-1249

**Ship To**  
City of Monroe, Utilities Dept  
420 N Broad St  
Monroe, GA 30655

**Remit To**  
GRESKO  
PO BOX 932918  
ATLANTA, GA 31193-2918

## Instructions

<b>Ship Point</b>	<b>Via</b>	<b>Shipped</b>	<b>Terms</b>	<b>SlisRepin/Out</b>
Gresco-Forsyth, GA	Gresco Truck		Net 30 Days	cale / csti

## Notes

Line	Product and Description	Order Quantity	Qty UM	Unit Price	Price UM	Amount(Net)
1	AR-0128 ROD ARMOR 336.4 SINGLE S AR-0128 #336.4SS	18.00	EA	16.50	EA	297.00
2	AC-86 ANGLE CLAMP SUSP. 0.316 - 0.856	20.00	EA	30.00	EA	600.00
3	3/8EHSGUY500 WIRE GUY 3/8"EHS 500'COI CLASS 'A' GALV STEEL EHS	3,000.00	FT	0.40	FT	1,200.00
4	D104-6 ANCHOR PISA 10" 6000# 3/4&1" RODS MID-STRENG	28.00	EA	22.00	EA	616.00
5	DA3000096E2B7X2 CROSSARM HEAVY DUTY 8' DEADEND FIBERGLASS 25/PT	15.00	EA	265.00	EA	3,975.00
6	TB200009604X2 CROSSARM HEAVY DUTY 8' BRACELESS TANGENT CROSSA	3.00	EA	140.00	EA	420.00
7	TB200012006X2 CROSSARM, TANGENT 10' GRAY 11/16"HOLE5/8"BOL	22.00	EA	170.00	EA	3,740.00
8	ZHP010-0000000 ARR POLY DIST 10KV ZHP HD MOV (7695)	79.00	EA	31.25	EA	2,468.75
9	ZRP010-0000000 ARR POLY 10KV RISER POLE NO CAP JOSLYN	9.00	EA	34.10	EA	306.90

Line	Product and Description	Order Quantity	Qty UM	Unit Price	Price UM	Amount
10	<b>J9412</b> BOLT OVALEYE 5/8X12" 6" THREADS J9412 JOSLYN	75.00	EA	2.60	EA	195.00
11	<b>J8812</b> BOLT MACHINE 5/8X12" 6" THREAD 2400/PALLET	725.00	EA	1.23	EA	891.75
12	<b>J8918</b> BOLT MACHINE 3/4X18" J8918 JOSLYN	50.00	EA	4.25	EA	212.50
13	<b>J8814</b> BOLT MACHINE 5/8X14" 6"THREAD 1700/PALLET	25.00	EA	1.38	EA	34.50
14	<b>PEAD2-8V</b> ADAPTER RISER PVC POLY CONDUIT UP TO 8" DIA	2.00	EA	38.00	EA	76.00
15	<b>J25255.1</b> BRACKET 1 POST INSULATOR MACLEAN	6.00	EA	17.00	EA	102.00
16	<b>F1CS-HV-A24-BVP-1</b> BRACKET VERT STANDOFF 1" LD THR 24: W/KEY HOLE	173.00	EA	75.00	EA	12,975.00
17	<b>F1CA-MV-A12-D3-H</b> BRACKET FGLS 12"STANDOFF 1-PH /DBL POS 15DEG 3-HOLE WITH HARDWARE	63.00	EA	37.00	EA	2,331.00
18	<b>G3MA013613DD</b> BRACKET 3PH C0/ARR 0'STA 36" X 12" 1.5" DIA	9.00	EA	160.00	EA	1,440.00
19	<b>J1300</b> CLEVIS SQ D RIGID WIDE BASE J-10	125.00	EA	6.00	EA	750.00
20	<b>6M3-6</b> MOUNT CLU 3 TX 3-050KVA 6" AL BAND TYPE	7.00	EA	102.00	EA	714.00
21	<b>CSG15LX-100A-110-CB-16KA</b> CUTOUT POLYMER 100A 15KV LOADBREAK	88.00	EA	107.50	EA	9,460.00
22	<b>J6510</b> NUT THIMBLE EYE 5/8" J6510 JOSLYN MAXIMO# 406930	50.00	EA	3.05	EA	152.50
23	<b>OHDE-9538</b> GRIP OVERHEAD DE 1/0 OHDE-9538 #1/0	100.00	EA	8.00	EA	800.00
24	<b>GDE-1107</b> GRIP GUY DE GALV STEEL 3/8" PREFORM PRODUCT	200.00	EA	2.50	EA	500.00
25	<b>ZCS2323</b> GRIP PRI CABLE SUPPORT 1.25"-1.5" SINGLE EYE /	9.00	EA	21.00	EA	189.00
26	<b>SG-4506</b> GRIP SERVICE DE 1/0 ACSR SG-4506 #1/0	100.00	EA	1.35	EA	135.00



Line	Product and Description	Order Quantity	Qty UM	Unit Price	Price UM	Amount
27	<b>S-101-B</b> GUARD SQUIRREL ELECTRICAL MATERIALS Customer Prod: S101B	72.00	EA	3.65	EA	262.80
28	<b>PG-MS-3921</b> GUY GUARD POLY 8' YELLOW PG-MS-3921	50.00	EA	2.50	EA	125.00
29	<b>MGA345</b> ATTACHMENT GUY MULTIPLE F/GUY WIRE & GUY STRAIN	50.00	EA	5.25	EA	262.50
30	<b>HPI55-4</b> INS POLY PIN 15KV F-NECK 1" R GRY HPI55-4 PLT/594	275.00	EA	5.25	EA	1,443.75
31	<b>HPI-63-2</b> INS POLY SPOOL 3" 56 STD PKG/2464 PALLET Customer Prod: E0163	120.00	EA	1.15	EA	138.00
32	<b>DEI-28</b> INS POLY SUSP DE 25KV SILICONE 17.5"L 180/PLT 180 PER PALLET	120.00	EA	10.00	EA	1,200.00
33	<b>MERLIN5695-FT-G</b> COND ACSR 336.4 18/1 MER 5695FT/2080# BARE 902057	48,000.00	FT	0.80	FT	38,400.00
34	<b>J203Z</b> PIN DROP THRU STEEL 15KV 1"F/WOOD X-ARM NYLON THD	25.00	EA	4.10	EA	102.50
35	<b>J740Z</b> PIN POLE TOP 15KV 1" NYLON HD 20"LG GALVSTL	15.00	EA	8.10	EA	121.50
36	<b>G1HDR124AS1</b> PIN POLE TOP FIBERGLASS 24" OVERALL 1" PIN	9.00	EA	60.00	EA	540.00
37	<b>J203Z</b> PIN DROP THRU STEEL 15KV 1"F/WOOD X-ARM NYLON THD	25.00	EA	4.10	EA	102.50
38	<b>D75D</b> ROD PISA 3/4X7 TW-EYE D75D DIXIE	28.00	EA	23.00	EA	644.00
39	<b>W588/615883</b> ROD GRD 5/8X8 CU NON-SEC 6258G13/615883/588RUS Customer Prod: W588	80.00	EA	10.50	EA	840.00
40	<b>J8754TP</b> SCREW LAG 1/2X4 TW PILOT 5" HEAD EASY OUT J8754TP	200.00	EA	0.75	EA	150.00
41	<b>88</b> STAPLES GROUND WIRE ZINC 1/4X1-3/8 X.14GA 50#/BX	50.00	LB	1.85	LB	92.50
42	<b>7652-S-4-1/0</b> TERMINATOR 1/0 COMPLETE 15/25KV 4SK 150KVBIL QT3	9.00	EA	41.50	EA	373.50
43	<b>SPL-1360-P</b> TIE SPOOL 336.4 W/PAD SPL-1360-P #336.4 PREFOR	100.00	EA	4.05	EA	405.00

Line	Product and Description	Order Quantity	Qty UM	Unit Price	Price UM	Amount
44	WTJ-0421 TIE WRAPLOCK 336.4 J-NE WTJ-0421 #336.4 *** WTJ-0421 FROM QUOTE Q1071261 **** GDE-1107'S FROM QUOTE Q1071129 ****	250.00	EA	9.70	EA	2,425.00
45	STF-1160-P TIE SIDE F-NECK 336.4- 397.5 18/1 ACSR W/PAD	50.00	EA	5.25	EA	262.50
46	D6662A EYENUT GUY DOUBLE F/POWE ANCHOR ROD 3/4" OR 1"	28.00	EA	8.55	EA	239.40
47	PM2-40 CABLE RISR SHLD PVC 2"X10' 1000/PLT	250.00	FT	1.85	FT	462.50
48	PM4-40 CABLE RISR SHLD PVC 4" X 10' 350' FULL BUNDLE	100.00	FT	5.00	FT	500.00
49	6SD.CU26 WIRE CU #6 SOL SPL BARE 25#SPOOL 315' SPL	25.00	LB	6.00	LB	150.00
50	6SD.CU.TXR WIRE CU #6 SD INSULATED TXR SOLID 500' COIL	500.00	FT	0.75	FT	375.00
51	J1084 WASHER ROUND GALV 3/8" JOSLYN	2,500.00	EA	0.10	EA	250.00
52	CW44-6 WASHER SQUARE CURVED 4X4 - 5/8 & 3/4" CECO	100.00	EA	3.15	EA	315.00
53	J1076 WASHER SQ 2-1/4X2-1/4 X13/16 W/13/16" HOLE ***FPL'S MAX BOXED WEIGHT = 40LBS APPROX QTY 200***	200.00	EA	0.30	EA	60.00
54	J1076 WASHER SQ 2-1/4X2-1/4X3/ 16" W/11/16" HOLE 200/BX	1,000.00	EA	0.30	EA	300.00
Subtotal						95,124.85
54	Lines Total	Total Order Quantity		59,232.00	Taxes	0.00
Total						95,124.85



Eaton  
Power Systems Division  
Proposal Number BRD4197061  
Revision 00

Date: April 14, 2021  
Proposal Valid Through: May 13, 2021

GRESKO UTILITY SUPPLY INC  
1135 RUMBLE ROAD  
FORSYTH, GA 31029-6350

End User: MONROE UTILITY  
Product(s): 1Ph-Pole  
Identifier: 15 25 37.5 50 kva

Eaton is pleased to present our response to your request. The attached proposal is based on our interpretation of any specifications, drawings and/or other information provided to Eaton.

Should you have any questions or require any additional information, please feel free to contact me at 262-524-3204. Eaton appreciates the opportunity to provide a response to your inquiry and looks forward to receiving your order.

Sincerely,

MEGAN LUNDY

cc: - SOUTHERN CONSOLIDATED ELEC SALES  
SOUTHERN CONSOLIDATED ELECTRIC

Revisions:

Phone: 262-524-3204 Fax:

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Eaton's Power Systems Division  
 Proposal Number: BRD4197061  
 Revision 00

Date: April 14, 2021  
 Proposal Valid Through: May 13, 2021

## Proposal Details

Terms of Sale: FOB Destination - Freight Prepaid and Allowed

Payment Terms: Net 30 days from invoice date

Proposal Valid Through: May 13, 2021

***Seller shall not be responsible for any failure to perform, or delay in performance of, its obligations resulting from the COVID-19 pandemic or any future epidemic, and Buyer shall not be entitled to any damages resulting thereof.***

***Pricing will be reviewed upon the announcement of any tariffs pertaining to the importation or exportation of key components or power distribution products in their entirety.***

Orders must be issued to "Cooper Power Systems, LLC" and are subject to Eaton's Terms and Conditions of Sale that are included or have been provided previously to the buyer.

The following are the purchase order requirements for Eaton's Power Systems Division

All purchase orders must have the following clearly identified to be accepted by Power Systems. If a purchase order is missing any one of the requirements, it will be returned for revision prior to entering the order.

- Legal entity – Cooper Power Systems
- PO number
- Sold to number or address
- Ship to number or address ('will advise' acceptable temporarily)
- Price per line item
- Quantity per line item
- Catalog number, customer material number, or quote number with identified item numbers
- Freight Terms
- Currency if international
- Payment Terms

Listing any of the following additional requirements on your purchase order will assist in the speed and accuracy of processing your order and preventing orders from being placed on hold:

- Valid and current contract or quote number
- Shipping Notes (if required)
  - If shipping collect an account number must be provided
  - If shipping third party a payer address is needed
  - If shipping direct to the end user, provide an address, contact name and contact number
  - If shipping complete, this must be noted
- Please note any special instructions, including special billing and customer witness tests. It is preferred that they are highlighted.
- Lead-times
  - Please note when the customer needs the material
  - If expedited lead-times have been committed please note who you received the lead-time from and what the commitment was

Proposal number and item number should be referenced on purchase order.

Quoted lead-times are based on current factory loading and are subject to change.

Lead-time: Shipment is based on receipt of all required order information at Cooper Power Systems. X and Y (where applicable) are defined in the Item Details for each line item on this proposal.

Eaton's Power Systems Division  
 Proposal Number: BRD4197061  
 Revision 00

Date: April 14, 2021  
 Proposal Valid Through: May 13, 2021

We now offer complete services for all your power distribution and automation needs. We have the industry's largest Electrical Power Equipment Manufacturer's Service Team, which provides 24 hour service. We provide start-up and commissioning; power system analysis including Arc Flash, Harmonics and other studies; preventive maintenance, testing and field trouble-shooting; multi-year service contracts; power system automation engineering, monitoring and training; aftermarket life extension solutions; as well as turnkey project capabilities. In addition to the services that we can provide for the equipment contained within this proposal, our Service Team is experienced on all manufacturers' electrical power distribution equipment, so please contact us about any electrical system problem. If you need immediate service, you can contact the Representative who provided this proposal.

Pricing will be reviewed upon the announcement of any tariffs pertaining to the importation or exportation of key components or power distribution products in their entirety

The prices on this quote are valid per the Proposal Validity listed in the Proposal Details section of this proposal unless extended explicitly by Eaton. Prices quoted are for shipment per lead-time shown on this Eaton proposal. If there is a need to schedule the shipment later than the quoted lead-time, such as the use of the Approval drawing process, the price will be adjusted per the Commodity Price Index (CPI) in effect at the time of shipment. The CPI is available for your review on the Eaton web site: [www.cooperindustries.com/content/public/en/power\\_systems/resources/cpi.html](http://www.cooperindustries.com/content/public/en/power_systems/resources/cpi.html)

All 1 phase overhead transformers will be designed and manufactured in accordance with the latest revision of IEEE Standards C57.12.20.

In the event Buyer cancels this agreement after award, Buyer may terminate upon payment to Seller of reasonable termination charges, including progress billings and all incurred direct manufacturing costs.

Dimensions provided are approximate and subject to change.

Lead times quoted are based on accurate and complete information from the customer. If additional information or clarifications are required, a delayed response from the customer may affect the ship date(s) of the unit(s). The manufacturer cannot be held accountable for such delays.

If the scheduled delivery of any Equipment is delayed by Purchaser past the agreed ship date by more than 2 weeks or by Force Majeure, Eaton reserves the right to move the product to external storage near Eaton's factory where the customer will assume title/ownership at that site. Any cost for transportation, material handling, and storage will be the responsibility of the purchaser and will be charged on a monthly basis and will be as defined below. Alternatively, Eaton can assist with significantly lower cost, off-site storage options to mitigate factory on-site storage fees. The warranty period commences upon shipment.

Storage charges: \$500/ Week  
 Load and Unload Charge: \$3000

Orders placed on hold must be done so at least 8 weeks prior to ship date. These orders can only be held a maximum of sixty days. After that period they will be viewed as a cancellation, subject to cancellation terms. At the time the order is released from the hold, it will be rescheduled at current lead time.

1.1 In order to meet the dual voltage request, Eaton shall provide 2400/4160Y x 7200/12470Y primary voltage

2.2 Certified test reports shall be sent within thirty (30) days of transformer shipment.

2.4.1 – Exception is taken to returning transformers at manufacturers expense. Section 2.4.1.2 shall be applied instead.

3.1.2 – Dual-voltage units shall have a BIL rating for the higher voltage only. Therefore, the nameplate shall have only one BIL for the primary voltage.

Phone: 262-524-3204 Fax:

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Eaton's Power Systems Division  
Proposal Number: BRD4197061  
Revision 00

Date: April 14, 2021  
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3.1.7 Nameplate shall include wording that reads "PCB content less than 1PPM at time of manufacture."

7.1 8kV dielectric withstand on cover is standard. If 15kV dielectric withstand is required, contact Eaton for an updated quote.

7.2 Coatings and surface preparation system shall be Eaton's standard, which is in compliance with IEEE C57.12.31 performance requirements.

11.7.1 – Low-voltage terminals shall be tinned brass.

12.2 – Exception is taken to requirements in Section 12.2. Units will fully comply with requirements of IEEE C57.12.20 for Enclosure Integrity and pressure relief, but may not meet air space requirements as stated in Section 12.2.

13.2 Units rated 5-75 kVA shall have core-type designs with interlaced secondary windings. Units rated 100-167 kVA shall have shell-type designs with non-interlaced secondary windings.

14 – CSP (Completely Self Protected) units shall be provided with an internal cartridge fuse, secondary breaker, and high-voltage arrester.



Eaton's Power Systems Division  
 Proposal Number: BRD4197061  
 Revision 00

Date: April 14, 2021  
 Proposal Valid Through: May 13, 2021

## Item Details

Item Number: 00001

Customer RFQ Information: Specification: Electric Cities of Georgia (ECG); Dated: 10/11/2012  
 Email; Dated: 4/5/2021

Quantity	Unit Price	Extended Price
25	\$650.00 USD	\$16250.00 USD

Lead-time (Per Lead-time definition in Proposal Details):  
 Product Lead-time (X): 17 weeks ex-factory

### Description:

kVA	15 kVA 1-Phase Pole-mount Transformer
Configuration	Standard Design
Mounting Provisions	Hanger Brackets (One Set)
Temperature rise	65
Cooling Class	ONAN
Insulating fluid	Mineral Oil
Efficiency Standard	DOE 2016
Primary Voltage	7200/12470Y
BIL	95 kV
kV Class	15 kV
Taps	No Taps
Primary Bushings	15 kV Cover Mount (Qty: 2)
Overcurrent Protection	None
Secondary Voltage	120/240
BIL	30 kV
kV Class	1.2 kV
Secondary Bushings	5/8 Eyebolt with 3/8 -16 stud Secondary Bushing (Qty: 3)
Notifications	kVA Rating Decal/Stencil
Notifications	Non-PCB decal
Gauges & Fittings	PRD, 35 SCFM (std)
Tank accessories	Ground connector

### PERFORMANCE DATA:

No Load Losses - Guaranteed Average @85 C  
 Load Losses - Guaranteed Average @85 C  
 Fluid Weight  
 Total Weight  
 Fluid Volume  
 Tank Diameter  
 Overall Height  
 Overall Width  
 Overall Depth  
 Outside Tank Height  
 Cover Tank Height  
 Primary Conductor Material  
 Secondary Conductor Material

37. Watts  
 215. Watts  
 53 lbs  
 229 lbs  
 7 Gallons  
 12.50 inches  
 34.70 inches  
 16.60 inches  
 19.40 inches  
 25.32 inches  
 26.98 inches  
 AL  
 AL

Phone: 262-524-3204 Fax:

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Eaton's Power Systems Division  
 Proposal Number: BRD4197061  
 Revision 00

Date: April 14, 2021  
 Proposal Valid Through: May 13, 2021

## Item Details

Item Number: 00002

Customer RFQ Information: Specification: Electric Cities of Georgia (ECG); Dated: 10/11/2012  
 Email; Dated: 4/5/2021

Quantity	Unit Price	Extended Price
34	\$778.00 USD	\$26,452.00 USD

Lead-time (Per Lead-time definition in Proposal Details):  
 Product Lead-time (X): 17 weeks ex-factory

### Description:

kVA	25 kVA 1-Phase Pole-mount Transformer
Configuration	Standard Design
Mounting Provisions	Hanger Brackets (One Set)
Temperature rise	65
Cooling Class	ONAN
Insulating fluid	Mineral Oil
Efficiency Standard	DOE 2016
Primary Voltage	7200/12470Y
BIL	95 kV
kV Class	15 kV
Taps	No Taps
Primary Bushings	15 kV Cover Mount (Qty: 2)
Overcurrent Protection	None
Secondary Voltage	120/240
BIL	30 kV
kV Class	1.2 kV
Secondary Bushings	13/16 Eyebolt with 3/8 -16 stud Secondary Bushing (Qty: 3)
Notifications	kVA Rating Decal/Stencil
Notifications	Non-PCB decal
Gauges & Fittings	PRD, 35 SCFM (std)
Tank accessories	Ground connector

### PERFORMANCE DATA:

No Load Losses - Guaranteed Average @85 C  
 Load Losses - Guaranteed Average @85 C  
 Fluid Weight  
 Total Weight  
 Fluid Volume  
 Tank Diameter  
 Overall Height  
 Overall Width  
 Overall Depth  
 Outside Tank Height  
 Cover Tank Height  
 Primary Conductor Material  
 Secondary Conductor Material

53. Watts  
 328. Watts  
 82 lbs  
 322 lbs  
 11 Gallons  
 14.88 inches  
 35.70 inches  
 18.90 inches  
 22.20 inches  
 26.32 inches  
 28.12 inches  
 AL  
 AL

Phone: 262-524-3204 Fax:

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Eaton's Power Systems Division  
 Proposal Number: BRD4197061  
 Revision 00

Date: April 14, 2021  
 Proposal Valid Through: May 13, 2021

## Item Details

Item Number: 00003

Customer RFQ Information: Specification: Electric Cities of Georgia (ECG); Dated: 10/11/2012  
 Email; Dated: 4/5/2021

Quantity	Unit Price	Extended Price
8	\$975.00 USD	\$7800.00 USD

Lead-time (Per Lead-time definition in Proposal Details):  
 Product Lead-time (X): 17 weeks ex-factory

Description:

kVA	37.5 kVA 1-Phase Pole-mount Transformer
Configuration	Standard Design
Mounting Provisions	Hanger Brackets (One Set)
Temperature rise	65
Cooling Class	ONAN
Insulating fluid	Mineral Oil
Efficiency Standard	DOE 2016
Primary Voltage	7200/12470Y
BIL	95 kV
kV Class	15 kV
Taps	No Taps
Primary Bushings	15 kV Cover Mount (Qty: 2)
Overcurrent Protection	None
Secondary Voltage	120/240
BIL	30 kV
kV Class	1.2 kV
Secondary Bushings	13/16 Eyebolt with 1/2-13 stud Secondary Bushing (Qty: 3)
Notifications	kVA Rating Decal/Stencil
Notifications	Non-PCB decal
Gauges & Fittings	PRD, 35 SCFM (std)
Tank accessories	Ground connector

### PERFORMANCE DATA:

No Load Losses - Guaranteed Average @85 C  
 Load Losses - Guaranteed Average @85 C  
 Fluid Weight  
 Total Weight  
 Fluid Volume  
 Tank Diameter  
 Overall Height  
 Overall Width  
 Overall Depth  
 Outside Tank Height  
 Cover Tank Height  
 Primary Conductor Material  
 Secondary Conductor Material

80. Watts  
 396. Watts  
 109 lbs  
 431 lbs  
 15 Gallons  
 17.25 inches  
 35.90 inches  
 21.30 inches  
 24.50 inches  
 26.50 inches  
 28.34 inches  
 AL  
 AL

Phone: 262-524-3204 Fax:

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Eaton's Power Systems Division  
 Proposal Number: BRD4197061  
 Revision 00

Date: April 14, 2021  
 Proposal Valid Through: May 13, 2021

## Item Details

Item Number: 00004

Customer RFQ Information: Specification: Electric Cities of Georgia (ECG); Dated: 10/11/2012  
 Email; Dated: 4/5/2021

Quantity	Unit Price	Extended Price
2	\$1220.00 USD	\$2400.00 USD

Lead-time (Per Lead-time definition in Proposal Details):  
 Product Lead-time (X): 17 weeks ex-factory

### Description:

kVA	50 kVA 1-Phase Pole-mount Transformer
Configuration	Standard Design
Mounting Provisions	Hanger Brackets (One Set)
Temperature rise	65
Cooling Class	ONAN
Insulating fluid	Mineral Oil
Efficiency Standard	DOE 2016
Primary Voltage	7200/12470Y
BIL	95 kV
kV Class	15 kV
Taps	No Taps
Primary Bushings	15 kV Cover Mount (Qty: 2)
Overcurrent Protection	None
Secondary Voltage	120/240
BIL	30 kV
kV Class	1.2 kV
Secondary Bushings	13/16 Eyebolt with 1/2-13 stud Secondary Bushing (Qty: 3)
Notifications	kVA Rating Decal/Stencil
Notifications	Non-PCB decal
Gauges & Fittings	PRD, 35 SCFM (std)
Tank accessories	Ground connector

### PERFORMANCE DATA:

No Load Losses - Guaranteed Average @85 C  
 Load Losses - Guaranteed Average @85 C  
 Fluid Weight  
 Total Weight  
 Fluid Volume  
 Tank Diameter  
 Overall Height  
 Overall Width  
 Overall Depth  
 Outside Tank Height  
 Cover Tank Height  
 Primary Conductor Material  
 Secondary Conductor Material

88. Watts  
 539. Watts  
 137 lbs  
 543 lbs  
 18 Gallons  
 18.50 inches  
 37.90 inches  
 22.60 inches  
 25.80 inches  
 28.45 inches  
 30.44 inches  
 AL  
 AL

Phone: 262-524-3204 Fax:

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Eaton's Power Systems Division  
 Proposal Number: BRD4197061  
 Revision 00

Date: April 14, 2021  
 Proposal Valid Through: May 13, 2021

### Terms and Conditions

#### 1. Applicable Terms and Conditions

(a) These terms and conditions of sale establish the rights, obligations, and remedies of Buyer and Seller that apply to any order issued by Buyer for the purchase of Seller's products and/or services ("Products"). No additional or different terms or conditions, whether contained in Buyer's purchase order form or in any other document or communication pertaining to Buyer's order, will be binding on Seller unless accepted in writing by an authorized representative of Seller. Seller expressly objects to and rejects any additional or different terms and conditions, which shall be ineffective.

(b) If Seller's order acknowledgement, invoice, other document, or electronic transmittal including or attaching these terms and conditions is found to be an acceptance of an offer, acceptance is expressly made conditional upon Buyer's assent solely to these terms and conditions, and acceptance of any part of Products delivered by Seller shall be deemed to constitute such assent by Buyer. If the order acknowledgement, invoice, other document, or electronic transmittal including or attaching these terms and conditions constitutes an offer, Buyer's acceptance of the offer is hereby limited to the terms of the offer.

#### 2. Price, Payment Terms, and Title

(a) All prices represent those in effect at the time of quotation and are subject to change without notice. Unless prices are bid or quoted as "firm," Seller reserves the right to invoice at prices in effect at the date of shipment, regardless of any prior bid and whether notice was received by Buyer. Unless otherwise indicated, prices are stated in United States dollars and are exclusive of shipping, handling, shipping insurance, duties, and sales, use, excise or similar taxes. Export packaging or any other special handling requested by Buyer will be at Buyer's expense. A service charge of \$25 will be assessed for any order less than \$250. Seller requires a minimum \$100 emergency handling charge for all orders that require shipment the same day or next day.

(b) Buyer acknowledges that the pricing of the Products has been set based on the agreed allocation of risks contained in these terms and conditions. If, notwithstanding the provisions of these terms and conditions, a court of competent jurisdiction determines that Buyer's terms and conditions apply to an order, then Seller shall have the right to either (i) modify the prices (including retroactively) according to the additional level of risk and responsibility that Buyer's terms and conditions require Seller to undertake, or (ii) cancel the order any time after such a determination without liability for the termination other than for the Products already delivered on these terms and conditions.

(c) Unless different credit terms have been extended to Buyer in writing by Seller, payment terms are net 30 days after delivery or date of invoice, whichever first occurs, in the currency invoiced. Seller reserves the right to modify or withdraw credit terms at any time without notice. If Buyer fails to fulfill the terms of payment, Seller may defer further shipments to Buyer or, at its option, cancel the unshipped portions of Buyer's orders. Buyer agrees to pay interest on all past due invoices at the lesser of 18% per annum, compounded monthly, or the highest contractual rate allowable under the law.

(d) Until full payment of all obligations of the Buyer for an order, Seller reserves the title (but not the risk of loss) to all Products furnished under that order. If the Buyer defaults in payment or performance or becomes subject to insolvency, receivership or bankruptcy proceedings or makes an assignment for the benefit of creditors, or without the consent of Seller voluntarily or involuntarily sells, transfers, leases or permits any lien or attachment on the Products, Seller may treat all amounts then or thereafter owing by Buyer to be immediately due and payable and Seller at its election may repossess Products for which Buyer has not paid in full. In the event of repossession of Products under this section or under the section entitled "Security Interest," Buyer agrees that Seller may enter the premises where the Products may be located and remove them without notice and without being liable to Buyer for such repossession. Buyer will not set off invoiced amounts or any portion thereof against sums that are due or may become due from Seller, its parents, affiliates, or subsidiaries. Buyer grants Seller a security interest in Products for which title has passed to Buyer, products in which Products are incorporated, and Products that Seller sells (including all Products acquired hereafter from Seller, and all acccessions, substitutions, replacements, and additions, and any proceeds from sale or disposition of Products), as security for performance by Buyer of all of its payment obligations under these terms and conditions (including obligations regarding future advances). Buyer consents to Seller's execution of any documents to evidence and perfect this security interest, and agrees to execute the same if requested by Seller.

#### 3. Delivery and Risk of Loss

(a) Unless otherwise agreed in writing, all deliveries of Products will be EXW (Incoterms 2000) Seller's facility. Products will be packed in Seller's standard commercial shipping packages. Charges for shipping may not reflect net transportation costs paid by Seller. Buyer shall reimburse Seller for all costs of storage and handling incurred by Seller after the date that Seller is prepared to make shipment.

(b) Delivery and shipping dates are approximate and represent Seller's best estimate of the time required to make delivery or shipment. Time is not of the essence with respect to the transactions covered by these terms and conditions, except with respect to Buyer's obligation to make all related payments. Seller's obligations under these terms and conditions will be dependent upon Seller's ability to obtain necessary raw materials and components. Seller shall have the right to make partial deliveries and to ship up to forty (40) days in advance of shipping date.

#### 4. Acceptance

Acceptance shall occur, if not before, when Buyer fails to reject within ten (10) days after delivery of the Products. Buyer may rightfully reject only when a reasonable inspection shows that the Products fail to conform substantially to the specifications for the Products. Buyer waives any right to revoke acceptance. Buyer's remedies for any nonconformity detected after acceptance are limited to those expressly provided in these terms and conditions for breach of warranty.

#### 5. Limited Warranty

(a) Seller warrants to each original Buyer of Products that Products are, at the time of delivery to the Buyer, in good working order and conform to Seller's official published specifications, provided that no warranty is made with respect to any Products, component parts, or accessories manufactured by others but supplied by Seller.

(b) Seller's obligation under this warranty for any Product proved not to be as warranted within the applicable warranty period is limited to, at its option, replacing the Product, refunding the purchase price of the Product, or using reasonable efforts to repair the Product during normal business hours at any authorized service facility of Seller. All costs of transportation of any Product claimed not to be as warranted and of any repaired or replacement Product to or from such service facility shall be borne by Buyer.

(c) Seller may require the return of any Product claimed not to be as warranted to one of its facilities as designated by Seller, transportation prepaid by Buyer, to establish a claim under this warranty. The cost of labor for removing a Product and for installing a repaired or replacement Product shall be borne by Buyer. Replacement parts provided under the terms of this warranty are warranted for the remainder of the warranty period of the Products in which they are installed to the same extent as if such parts were original components. Warranty services provided under these terms and conditions do not assure uninterrupted operations of Products; Seller shall not be liable for damages caused by any delays involving warranty service.

(d) The warranty period for Products is the shorter of twelve (12) months from the date of installation or eighteen (18) months from the date of shipment unless otherwise agreed by Seller in writing.

(e) EXCEPT FOR THE EXPRESS WARRANTY SET FORTH ABOVE, SELLER PROVIDES PRODUCTS AS-IS AND MAKES NO OTHER REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, STATUTORY OR OTHERWISE, REGARDING THE PRODUCTS, THEIR FITNESS FOR ANY PARTICULAR PURPOSE, THEIR MERCHANTABILITY, THEIR QUALITY, THEIR NONINFRINGEMENT, OR OTHERWISE. IN NO EVENT SHALL SELLER BE LIABLE FOR THE COST OF PROCUREMENT OR INSTALLATION OF SUBSTITUTE GOODS.

#### 6. LIMITATION OF LIABILITY

IN NO EVENT WILL SELLER BE LIABLE FOR ANY SPECIAL DAMAGES, CONSEQUENTIAL DAMAGES, INDIRECT DAMAGES, INCIDENTAL DAMAGES, STATUTORY DAMAGES, EXEMPLARY OR PUNITIVE DAMAGES, LOSS OF PROFITS, LOSS OF REVENUE, LIQUIDATED DAMAGES, OR LOSS OF USE, EVEN IF INFORMED OF THE POSSIBILITY OF SUCH DAMAGES. SELLER'S LIABILITY FOR DAMAGES ARISING OUT OF OR RELATED TO A PRODUCT SHALL IN NO CASE EXCEED THE PURCHASE PRICE OF THE PRODUCT FROM WHICH THE CLAIM ARISES. TO THE EXTENT PERMITTED BY APPLICABLE LAW, THESE LIMITATIONS AND EXCLUSIONS WILL APPLY WHETHER SELLER'S LIABILITY ARISES OR RESULTS FROM BREACH OF CONTRACT, BREACH OF WARRANTY, TORT (INCLUDING BUT NOT LIMITED TO NEGLIGENCE, GROSS NEGLIGENCE, MALICE, OR INTENTIONAL CONDUCT), STRICT LIABILITY, BY OPERATION OF LAW, OR OTHERWISE.

Eaton's Power Systems Division  
 Proposal Number: BRD4197061  
 Revision 00

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7. **Cancellation and Return of Products**

Orders shall not be subject to cancellation or modification either in whole or in part without Seller's written consent and then only with terms that will reimburse Seller for all applicable costs incurred by virtue of the sale, including costs of purchased materials, engineering costs, all progress billings and all incurred direct manufacturing costs. Seller's written consent must be given in advance of Buyer's return of Products for credit. Seller reserves the right to cancel any sale of Products without liability to Buyer (except for refund of monies already paid), if the manufacture or sale of the goods is or becomes technically or economically impractical.

8. **Force Majeure**

Seller shall not be liable for any failure to perform or delay in performing its obligations resulting directly or indirectly from or contributed to by any acts of God, acts of Buyer or those under Buyer's control, acts of government or other civil or military authorities, priorities, strikes, or other labor disputes, fires, accidents, floods, epidemics, war, riot, embargoes, delays in transportation, lack of or inability to obtain raw materials, components, labor, fuel or supplies, or other circumstances beyond Seller's reasonable control ("Force Majeure Event"). If Seller elects, the time for performance shall be extended by a period of time equal to the time lost because of any delays caused by reasons of a Force Majeure Event. Should Seller be prevented from completing Buyer's order or any part thereof because of any Force Majeure Event, then Buyer agrees promptly upon request and upon receipt of invoice therefor, to pay Seller for any Product or Products then completed.

9. **Work Product**

"Work Product" shall include, without limitation, all designs, discoveries, creations, works, devices, masks, models, work in progress, service deliverables, inventions, products, special tooling, computer programs, procedures, improvements, developments, drawings, notes, documents, business processes, information and materials made, conceived or developed by Seller alone or with others that result from or relate to the Products. All Work Product shall at all times be and remain the sole and exclusive property of Seller. Buyer hereby agrees to irrevocably assign and transfer to Seller and does hereby assign and transfer to Seller all of its worldwide right, title and interest in and to the Work Product including all associated intellectual property rights. Buyer hereby waives any and all moral and other rights in any Work Product or any other intellectual property created, developed or acquired in respect of the Products. Seller will have the sole right to determine the treatment of any Work Product, including the right to keep it as trade secret, execute and file patent applications on it, to use and disclose it without prior patent application, to file registrations for copyright or trademark in its own name or to follow any other procedure that Seller deems appropriate. All tools and equipment supplied by Buyer to Seller shall remain the sole property of Seller.

10. **Confidentiality**

(a) Buyer may acquire knowledge of Seller Confidential Information (as defined below) in connection with Products and/or its performance hereunder and agrees to keep Seller Confidential Information in confidence during and following termination or expiration of this Agreement. "Seller Confidential Information" includes but is not limited to all information, whether written or oral, in any form, including, without limitation, information relating to the research, development, products, methods of manufacture, trade secrets, business plans, customers, vendors, finances, personnel data, Work Product, and other material or information considered proprietary by Seller relating to the current or anticipated business or affairs of Seller that is disclosed directly or indirectly to Buyer. In addition, Seller Confidential Information means any third party's proprietary or confidential information disclosed to Buyer in the course of providing Products to Buyer.

(b) Buyer agrees not to copy, either directly or indirectly disclose any Seller Confidential Information. Additionally, Buyer agrees to limit its internal distribution of Seller Confidential Information to Buyer's employees who have a need to know, and to take steps to ensure that the dissemination is so limited. In no event will Buyer use less than the degree of care and means that it uses to protect its own information of like kind, but in any event not less than reasonable care to prevent the unauthorized use of Seller Confidential Information. Buyer may disclose Seller Confidential Information that is required to be disclosed pursuant to a requirement of a government agency or law but only after Buyer provides prompt notice to Seller of such requirement and gives Seller the opportunity to challenge or limit the scope of the disclosure.

(c) Buyer further agrees not to use Seller Confidential Information except in the course of performing hereunder and will not use such Seller Confidential Information for its own benefit or for the benefit of any third party. All Seller Confidential Information is and shall remain the property of Seller. Upon Seller's written request, Buyer shall return, transfer or assign to Seller all Seller Confidential Information, including all Work Product, and all copies containing Seller Confidential Information.

11. **Patent Indemnity**

In the event any Product is made in accordance with drawings, samples or manufacturing specifications designated by Buyer, Buyer agrees to indemnify, defend, and hold Seller harmless from any and all damages, costs and expenses (including attorney's fees) relating to any claim arising from or relating to the design, distribution, manufacture, marketing, sale, or use of the Product or arising from or relating to a claim that such Product furnished to Buyer by Seller, or the use thereof, infringes any claim of any patent, foreign or domestic, and Buyer agrees at its own expense to undertake the defense of any suit against Seller brought upon such claim or claims.

12. **Changes in Product Design or Manufacture**

Seller shall have the right to change, discontinue or modify the design and construction of any of its products and to substitute material equal to or superior to that originally specified.

13. **Software License**

Software, if included with a Product, is hereby licensed and not sold. The license is nonexclusive, and is limited to use with the Product with which it is included. No other use is permitted and Seller retains for itself (or, if applicable, its suppliers) all title and ownership to any software delivered hereunder, all of which contains confidential and proprietary information and which ownership includes without limitation all rights in patents, copyrights, trademarks and trade secrets. Buyer shall not attempt any sale, transfer, sublicense, reverse compilation or disassembly (save to the extent expressly permitted by law) or redistribution of the software. Buyer shall not copy, disclose or display any such software, or otherwise make it available to others.

14. **Compliance with Laws**

Buyer shall comply with all laws and regulations applicable to Products, including but not limited to all applicable import and export laws and regulations. Buyer and Buyer's Agent shall provide all information requested by Seller relating to Seller's voluntary or mandatory compliance with any law or regulation, and Buyer shall indemnify Seller for any losses incurred by Seller arising from Buyer's or Buyer's Agent's failure to provide the information requested by Seller.

15. **Waiver**

No waiver of any provision of these terms and conditions (or any right or default hereunder) shall be effective unless in writing and signed by an authorized representative Seller. Any such waiver shall be effective only for the instance given, and shall not operate as a waiver with respect to any other rights or obligations under these terms and conditions or applicable law in connection with any other instances or circumstances.

16. **Language**

The parties have expressly required that these terms and conditions be prepared in the English language. Les parties aux présentes ont expressément exigé que les présentes termes et les bons de commandes émis aux termes des présentes soient rédigés en langue Anglaise.

17. **Choice of Law and Dispute Resolution**

Except as set forth below, these terms and conditions shall be governed by and construed in accordance with the laws of the State of Texas, without reference to its choice of law rules. If both Seller and Buyer are incorporated under the laws of Canada or a province of Canada, these terms and conditions shall be governed by and construed in accordance with the laws of the Province of Ontario and the federal laws of Canada. If Buyer is incorporated in the United States, any claim or litigation arising out of or relating to Products shall be brought exclusively in a court of competent jurisdiction in Harris County, Texas. If Buyer is incorporated outside of the United States, any dispute will be resolved by arbitration in Houston, Texas, by three arbitrators and under the International Chamber of Commerce Rules of Arbitration. The language of the arbitration will be English. In all cases, Buyer and Seller expressly exclude from application the United Nations Convention on Contracts for the International Sale of Goods.

18. **Assignment**

Buyer may not assign, transfer or subcontract the performance of its services, or any of its rights and/or obligations hereunder, without Seller's prior written consent.

19. **Severability**

If any provision of these terms and conditions is determined to be illegal, invalid, or unenforceable, the validity and enforceability of the remaining provisions of these terms and conditions will not be affected and, in lieu of such illegal, invalid, or unenforceable provision, there will be added, as part of these terms and conditions, one or more provisions as similar in terms as may be legal, valid and enforceable under applicable law.



# Ace Pole Company

phone: (912) 448-4011

P.O. Box 1323, Waycross, GA 31801

fax: (912) 448-4035

5-Apr-21

Mr. Jim Martin  
City Of Monroe N.C.

## QUOTATION

**Material:** Southern Pine Utility Poles  
**Preservative/Retention:** CCA Type C--.60 # cu/ft  
**Inspection:** WQC  
**Framing:** Customer Specs  
**Delivery:** FOB: Monroe N.C.VIA Boom Truck  
**Availability:** In stock-- 3-8 Days ARO  
**Terms:** NET 30

<u>Quantity</u>	<u>Description</u>	<u>Price Each</u>	<u>Extension</u>
3	35'6	\$123.00	\$369.00
3	40'2	\$252.00	\$756.00
5	45'2	\$324.00	\$1,620.00
8	50'2	\$369.00	\$2,952.00
63	50'3	\$293.00	\$18,459.00

Sales Tax  
(If applicable)  
Total \$24,166.00

Thank you for your inquiry. We hope we can be of service to you on this requirement.

Chris Thrift  
Sales  
912-286-5923

## BID PRICING SHEET

Total cost for bid proposal must be provided on this form. Pricing must be written clearly, both numerically and alphabetically, and must be an exact match on both lines to be considered for bid award. Any bid that fails to comply with these instructions will be rejected.

Total Bid Cost: \$ 348750.00

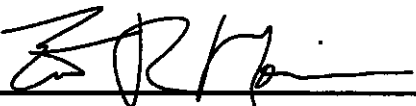
Total Project Cost (Written): Three hundred forty eight thousand seven hundred fifty and 0 cents.

U-TEC Construction, Inc.

Company Name

Ernest Morrison

Bid Preparer Printed Name

X 

Bid Preparer Signature



**To:** Parks Committee  
**From:** Logan Propes  
**Department:** Administration  
**Date:** 05-04-2021  
**Subject:** Presentation of the Downtown Green Plan and Request for Authorization to Pursue Funding

**Budget Account/Project Name:** DOWNTOWNGREEN

**Funding Sources:** Various (SPLOST 2019, Grants, request for GMA loan)

**Budget Allocation:** N/A

**Budget Available:** Est. \$971,789.83 SPLOST, Grants, Etc.

**Requested Expense:** Est. \$3,200,000 **Company of Purchase:** Georgia Municipal Assn.

**Description:**

Staff requests the Parks Committee and subsequently full Council authorize staff to engage GMA on a lease-purchase style loan to borrow the full funding needed to complete the Downtown Green.

**Background:**

For the past several years the City of Monroe has worked diligently buying, remediating, planning, designing, and engineering the site located at 306 S. Madison Ave. for the creation of a new Downtown Monroe destination place for recreation, events, and passive activities for all ages. After purchase, the city has spent \$228,210.17 on all of these activities from the 2019 SPLOST.

In order to get the long-awaited project into construction by late this year, the City will need to accelerate the funding by getting it fully funded on the front end. We have the opportunity for multiple grants along the way, however they are reimbursable. Additionally, we have only a portion of the SPLOST proceeds needed to supplement at this time as they come in slowly. Being a lease-purchase style of loan, SPLOST would be eligible to repay the note along with any needed General Fund supplementals should that be needed. The peripheral economic development opportunities spurred from the development of the Downtown Green are almost unlimited. The City would also be able to hold most or all of its concert events and many other events at the space.

The funding noted above is what is currently available in SPLOST 2019 plus an anticipated \$500,000 reimbursable grant.

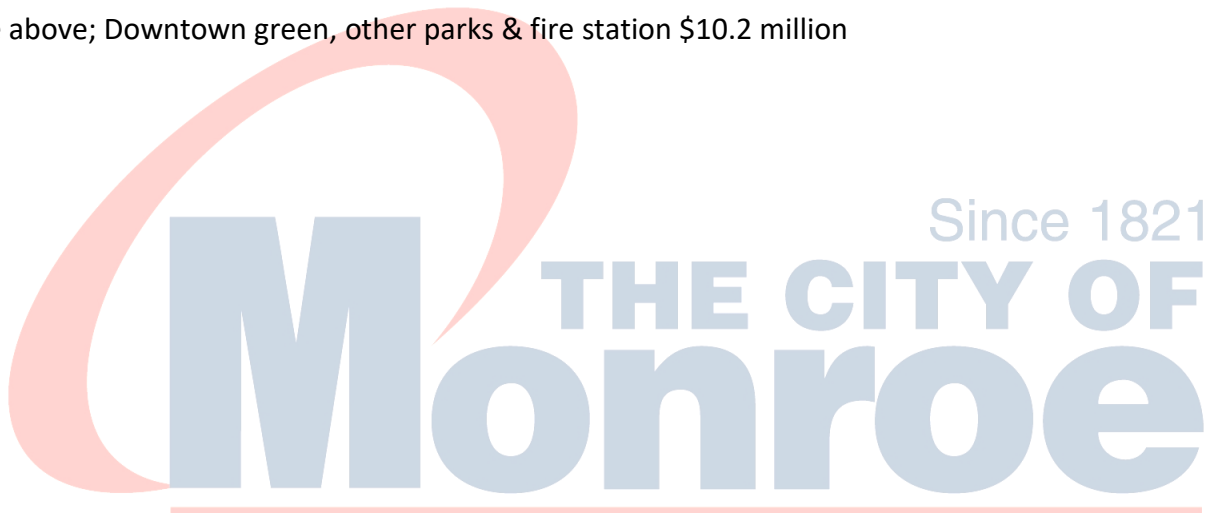
**Attachments:** *Downtown Green Final Design Presentation*



Transaction Amount	Annual Payments	
	10 Years (2.50%)	15 Years (2.75%)
\$3,200,000.00	\$365,628.04	\$263,229.35
\$6,200,000.00	\$708,404.33	\$510,006.87
\$7,200,000.00	\$822,663.09	\$592,266.05
\$10,200,000.00	\$1,165,439.38	\$839,043.57

The above amounts are based on estimates of need for various projects:

1. Downtown Green only: \$3.2 million – Current Recommendation
2. Downtown Green plus other parks: \$6.2 million
3. Downtown Green only plus Fire station: est. ~\$7.2 million
4. All the above; Downtown green, other parks & fire station \$10.2 million





**To:** City Council  
**From:** Logan Propes  
**Department:** Administration  
**Date:** 05/11/2021  
**Subject:** Personnel Hearing 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:** Fortson, Bentley & Griffin, P.A.

**Description:**

Per the Personnel Policy, the Mayor and I would like to recommend Mr. Roy E. Manoll, III with Fortson, Bentley & Griffin, P.A., to serve as the City's Personnel Hearing Officer at a discounted rate of \$300/hour which would be for a four-year term per Section 12 of the City's Personnel Policy.

**Background:**

On January 12, 2021, Mayor and Council approved an Ordinance to amend the City of Monroe Personnel Policy regarding Appeal and Grievance procedures, specifically Section 12, to provide for a more traditional grievance/appeal process for employees of the City. After all grievance options have been exhausted, certain actions are eligible for appeal by a City employee to a Personnel Hearing Officer (PHO), who will take the place of the City Council in the current arrangement of the grievance process. This PHO is to be recommended by the City Administrator and the Mayor with consent approval by the Mayor and Council.

Attorney Roy E. Manoll, III's biography can be viewed at [https://www.fbglaw.com/team\\_member/roy-manoll/](https://www.fbglaw.com/team_member/roy-manoll/).

**Attachment(s):** Section 12. Grievance and Appeal Procedures  
Biography

## Section 12. Grievance and Appeal Procedures.

- A. **Employee Grievance.** This grievance process provides an orderly process for hearing an employee's grievable claim and reaching a firm, equitable decision in a timely manner. The grievance procedure must always be utilized first prior to any matter being appealed as called for in sub-section 12(G). The employee and the employee's Department Head or supervisor, as appropriate, should make every effort to resolve problems informally before initiating a formal grievance. The employee may file a formal grievance in the circumstances and timeframes set forth below. The employee, supervisor, or Department Head may also call upon the Personnel Administrator to assist in the mediation of a grievance dispute at any point in the process.
- B. **Coverage and applicability.** This employee grievance process is available to all employees who are subject to the provisions of this Personnel Policy. The City prohibits discrimination and harassment on the basis of race, color, religion, sex, age, national origin, physical or mental disability, sexual orientation, marital status, parental status, or veteran status. Any employee who believes that he or she has been subjected to unlawful discrimination or harassment should also refer to Section 19. The availability of the grievance procedure in this Section does not alter an employee's at will status or create a property interest in employment. Employment with the City is at-will and at the pleasure of the City Administrator, Mayor and Council, or other authorized person.
- C. **Overview of Grievable Actions.** An employee may file a written grievance with the applicable Department Head, Human Resources Director, or City Administrator in accordance with the procedures and policies in this Section. A grievance is a claim by an employee declaring any of the following grievable actions: (1) unsafe or unhealthy working conditions; (2) misapplication of City policies in violation of this Personnel Policy; or (3) misapplication of Departmental policies; (4) violation of law.
- D. **Non-Grievable Actions.** Action that are not grievable include, but are not limited to, the following: (1) issues which are pending or which have been conducted by other administrative or judicial procedures; (2) management's assignment of work and/or establishment of work processes; (3) disciplinary action that does not result in dismissal, demotion, or disciplinary related salary reduction; (4) budget allocations and expenditures and decisions relating to organizational structure, including the persons or number of persons assigned to particular units; (5) the content or rating of a performance evaluation except when the employee can clearly show that he or she has been adversely affected by the appraisal; (6) the selection of an individual to fill a position through appointment, promotion or transfer, except when the employee can show adverse effect because of unlawful discrimination; (7) any matter which is not within the jurisdiction or control of the City; (8) internal security practices established by the City; and (9) decisions, practices, resolutions, or policies made or passed by the Mayor and Council.
- E. **Processing of Grievances.** The Personnel Administrator is responsible for ensuring that grievances relating to grievable actions are fully processed. Decisions made by the Personnel Administrator are final. No employee shall be retaliated against for using the City's grievance procedures. Any



employee filing a grievance shall follow the procedure outlined below. All grievances shall be submitted in writing and signed by the employee.

F. Grievance Procedures.

1. Level 1- Informal Dispute Resolution.

An employee who wishes to pursue a grievance under this Section should first seek to resolve the issue informally through discussions with his or her immediate supervisor, unless the employee claims to have been aggrieved by his or her immediate supervisor, in which case the employee may instead discuss the grievance with the Department Head. If the grievance remains unresolved, the employee should discuss the grievance with the Human Resources Director. The person or persons with whom the employee raises the grievance must make a full verbal response to the employee within five (5) working days from the date the matter is raised. In public safety departments, it is expected that grievances follow the chain of command. Informal dispute resolution of a grievance should not be allowed to extend beyond thirty (30) days.

2. Level 2- Review by the Human Resources Department.

If the Department Head is unable to resolve a grievance at the department level, or the response is unsatisfactory to the employee, the employee must within five (5) working days of receiving the Department Head's response, submit a written grievance to the Human Resources Director. The grievance shall specify the following:

- a. Provisions of City policy that were misapplied and describe the manner in which the same were misapplied;
- b. Unsafe or unhealthy working conditions and state how the same materially affect the employee in the workplace;
- c. Provisions of Departmental policy that were misapplied and describe the manner in which the same were misapplied;
- d. Any other relevant facts, circumstances, and evidence pertaining to the grievance.

Within ten (10) days of receipt of the grievance, the Human Resources Director or his or her designee will arrange a mediation conference with the employee, Department Head, and other persons involved in the grievable action. The Human Resources Director will facilitate the mediation conference in an attempt

to reach an agreement among the parties. If an agreement cannot be reached, the Human Resources Director will issue a written decision within five (5) days.

3. Level 3- Review by City Administrator or Designee.

If the result of the mediation conference or HR Review is unsatisfactory to the employee, the employee must within five (5) working days of receiving the decision, present the written grievance to the City Administrator. Within ten (10) days of receipt of the grievance, the City Administrator will make a determination and notify the employee. If the grievance is brought by a Department Head, then the grievance shall be submitted to the City Administrator. The decision of the City Administrator shall be final in matters not related to an adverse action. Matters related to an adverse action that are not satisfactorily addressed by this policy may be addressed through the formal appeal process outlined in sub-section G hereinbelow.

- G. Employee Appeals Policy. It is the policy of the City to provide an orderly process for hearing an employee's appealable claim regarding an adverse action or other appealable issues identified in this policy, and reaching a firm and equitable decision in a timely manner. Employees who have a claim under this Section will have the right to an administrative review in the form of an appeal hearing before the appointed Personnel Hearing Officer (PHO). The PHO is interested in the fair treatment of employees, with proper recognition and concern for the efficient and effective operation of the local government services provided to the citizens of Monroe, Georgia. The PHO will exhibit mature reasoning, prudent stewardship of public funds, evidence of good judgment, and impartial and non-political performance of these duties.
- H. Overview of Appealable Issues. Employees who are subject to: (1) loss of employment status; (2) loss of income through disciplinary suspension; (3) demotion; or, (4) who claim illegal discrimination in violation of state or federal law will have the right to due process through an administrative review in the form of an appeal hearing before the appointed PHO. The application of the employee appeals policy should not be construed as creating a property interest in your employment. Your employment with the City is at-will.
- I. Coverage and applicability. The right to appeal to the PHO is expressly granted to each regular full-time and regular part-time employee, as defined by this Policy Handbook, after completely exhausting the grievance procedure with City management as outlined hereinabove. Upon receipt of the requested petition of appeal the PHO reserves the right to determine if the subject of the request is an appealable matter as stated under these guidelines. Working test employees, probationary, seasonal or contract workers

are not eligible for appeal rights.

- J. How to file. The request for an appeal must be submitted in writing to the Human Resources Director by the employee within five (5) working days of the effective date of the adverse action or decision or event being appealed. The written appeal shall contain exactly what is being appealed and the specific relief requested.
- K. Duties of the Personnel Hearing Officer.
  - 1. The PHO will make such investigation and conduct such public hearings as deemed necessary within thirty (30) working days of the filing of a written appeal, unless an extended timeline is agreed to in writing by the party filing the appeal, the City and the PHO. Within fifteen (15) working days after conclusion of the investigation, or the date of the last hearing, whichever shall be the latter of the two, the PHO shall inform the employee and the Human Resources Director in writing of the findings and decision. The decision of the PHO will be limited to the issue presented by the employee and will in all cases be final.
  - 2. The PHO has final authority within the City of Monroe to hear cases brought by employees who exercise their right to appeal adverse actions and other appealable issues which are described herein. The PHO will determine if management's decision is supported by the evidence, lies within the lawful discretion of management, and is consistent with City past practice and recognized general management procedure, based on facts, circumstances, and the employee's previous record.
  - 3. In reviewing appeals cases, the PHO will be guided by the following criteria. It will be the burden of the employee to establish by a preponderance of the evidence that the adverse action or practice in question: (a) does not substantially comply with sound management principles and is not consistent with the policies and procedures of the City; (b) that the factual basis upon which the adverse action was taken is not true and correct or was substantially inaccurate in all relevant and material aspects; (c) that the adverse action is not reasonable, given the severity of the offense; (d) that an illegal discrimination practice exists in the work place which affects the employee and which has not been properly addressed or terminated by the management.
  - 4. In reviewing the action taken by management, the PHO will confirm or rescind the adverse action in question. He or she is not authorized to substitute an alternative form of discipline. The PHO may reverse decisions made by



management if he or she finds the employee has met his or her burden of proving any of the criteria for review set out in the previous subsection. The PHO may provide management with supplementary observations, comments, and recommendations regarding alternative levels of discipline for consideration by management. The PHO's decision as rendered will be the final decision of the City.

- L. Appeal Hearings. The PHO will adopt procedures for the conduct of appeal hearings. All hearings will be public hearings, with notice of the hearing available to all members of the general public. Meetings, admissibility of information, and rules of evidence may be informal as compared to formal judicial proceedings. The PHO will have the ability to compel attendance of witnesses. The City and the employee shall be afforded the opportunity to present testimony and evidence at a hearing. The City and the employee shall also be afforded the right to cross-examine any and all witnesses presented. The PHO shall be afforded the right to examine all witnesses and evidence as presented.
- M. Appointment of the PHO. The City Administrator and the Mayor will make a nomination to the Council for appointment of one licensed attorney with a minimum of ten (10) years practice experience as the primary PHO and one or more alternate hearing officers will be similarly appointed in case the primary PHO is not available when needed to conduct a hearing. The PHO will be appointed by a majority vote of the Council and may be removed by a majority vote of the Council. The initial appointment will be for a four (4) year term and will be subject to replacement or reappointment at the end of each additional four (4) year term.

Roy E. Manoll, III is an experienced trial attorney at Fortson, Bentley and Griffin. Roy specializes in creditor's rights, bankruptcy, employment law and commercial litigation.

An AV-rated attorney through Martindale-Hubbell, Roy is admitted to practice before all of the state and appellate courts in Georgia, the U. S. District Courts for the Middle and Northern Districts of Georgia and the Eleventh Circuit Court of Appeals. He is a member of the Western Circuit Bar Association and Phi Delta Phi. Roy previously served as the Secretary-Treasurer and President of the Western Circuit Bar Association as well as the Treasurer for the Federal Bar Association, Middle District of Georgia. Roy previously worked on the State High School Mock Trial Committee. He also serves on the Board of Directors for Hope Haven of Northeast Georgia, Inc. Roy has been a program speaker for the Chamber of Commerce, Lorman Education Services, Athens Area Industrial Management Group, Athens Area Personnel Association and Athens Area Society for Human Resource Management on various employment related issues.

Roy grew up in Albany, Georgia. He and his wife, Deborah have two children, Bo and Lilly.

#### EDUCATION

University of Georgia School of Law, J.D. (1989)

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