



Council Meeting

AGENDA

Tuesday, January 09, 2024

6:00 PM

City Hall

I. CALL TO ORDER

- 1. Invocation**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Approval of Consent Agenda**
 - [a.](#) December 12, 2023 Council Minutes
 - [b.](#) December 12, 2023 Executive Session Minutes
 - [c.](#) November 16, 2023 Planning Commission Minutes
 - [d.](#) November 28, 2023 Historic Preservation Commission Minutes
 - [e.](#) November 9, 2023 Downtown Development Authority Minutes
 - [f.](#) November 9, 2023 Conventions and Visitors Bureau Minutes

II. PUBLIC FORUM

- 1. Public Comment(s)**

III. BUSINESS ITEMS

- 1. City Administrator Update**
- 2. Assistant City Administrator Update**

IV. NEW BUSINESS

1. Public Hearing(s)

- [a.](#) Conditional Use - 907 Amber Trail
- [b.](#) Impact Fees

2. New Business

- a. Election of Vice-Mayor
- [b.](#) Conditional Use - 907 Amber Trail
- [c.](#) Discussion - Impact Fees
- [d.](#) Resolution - City of Civility

V. DISTRICT ITEMS

- 1. District Items**
- 2. Mayoral Update**

VI. EXECUTIVE SESSION

- 1. Personnel Issue (s)**

VII. ADJOURN**VIII. DEPARTMENT REPORTS & INFORMATION**

- [1.](#) Monthly Central Services Report
- [2.](#) Monthly Code Report
- [3.](#) Monthly Economic Development Report
- [4.](#) Monthly Finance Report
- [5.](#) Monthly Fire Report
- [6.](#) Monthly Police Report
- [7.](#) Monthly Solid Waste Report
- [8.](#) Monthly Streets & Transportation Report
- [9.](#) Monthly Telecom Report
- [10.](#) Monthly Water, Sewer, Gas & Electric Report

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
	Charles Boyce	Council Member
	Tyler Gregory	Council Member
	Nathan Little	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Beverly Harrison	Interim City Clerk
	Paul Rosenthal	City Attorney
	Russell Preston	City Attorney

Absent:	Norman Garrett	Council Member
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Staff Present: Danny Smith, Jeremiah Still, R.V. Watts, Curtis Pounds, Beth Thompson, Rodney Middlebrooks, Mike McGuire, Chris Bailey, Brad Callender, Kaitlyn Stubbs, Les Russell, Chris Croy

Visitors: Shauna Mathias, Clayton Mathias, Vince Kamin, Wendy Kamin, Brian Jernigan, Ferris Hillman, Anquavius Ivey, Donnal Peters, Bean Peters, Neal Jacobs, Mark Schrack, Mitchell Edwards, Suzanne Edwards, Shelby Edwards, Cooper Edwards, Julie Sams, Katrina Anderson, Shannon Broach, Steve Wede, Kirklyn Dixon, Adriane Brown, Nitesh Daroch, Aslam Damani, Abhishak Dhroliya, Carlos Jimenez, Greg Thompson

I. CALL TO ORDER – JOHN HOWARD

1. Invocation

Pastor Hugo Bryan-Porter of Lighthouse World Outreach Center gave the invocation.

2. Roll Call

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

3. Approval of Agenda

Add Item 2. Real Estate Issue (s) under Section VI – Executive Session. Add Item 1 (m). Police Retention Bonus under Section IV – New Business.

To approve the agenda as amended.

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

4. Approval of Consent Agenda

- a. November 14, 2023 Council Minutes
- b. October 17, 2023 Planning Commission Minutes
- c. September 26, 2023 Historic Preservation Commission Minutes
- d. October 24, 2023 Historic Preservation Commission Minutes
- e. October 12, 2023 Downtown Development Authority Minutes
- f. October 12, 2023 Conventions and Visitors Bureau Minutes

To approve the consent agenda as presented.

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

II. PUBLIC FORUM**1. Public Comments**

No one signed up for public comments.

III. BUSINESS ITEMS**1. City Administrator Update**

City Administrator Logan Propes wished Rodney Middlebrooks a Happy Birthday and congratulated him on passing the Public Service Commission Audit today with flying colors. The Community Kickoff Meeting will be on Wednesday, December 20 for Codeapalooza. He explained it concerns revamping the structure of the Code of Ordinances to Form Based Codes.

Mr. Brad Callender stated that Council interviews are scheduled for December 18 and 21. The Codeapalooza will be a four-day event in January.

Mr. Propes stated it will be similar to what was done for the Comprehensive Plan. This will set the tone for how the City will grow, develop, look, and feel for the next 30 to 50 years.

2. Assistant City Administrator Update

Assistant City Administrator Chris Bailey stated the Bikes, Trikes, & Magical Lights Parade had 3,900 people in attendance on November 16. There were approximately 30,000 people at the Christmas Parade. He thanked all the departments involved with the setup and cleanup.

3. Department Requests**a. Public Works: Approval – 2024 LMIG Allocation**

Mr. Jeremiah Still requested approval of the project list for the 2024 Local Maintenance and Improvement Grant (LMIG). The City receives these funds for pavement preservation from the State of the Georgia. The grant is for \$261,168.21, with a thirty percent local match of \$60,269.59 that will come from SPLOST Funds. The project list includes Sorrells Street, Cherry Hill Road, East Marable Street, McDaniel Street, Poplar Street, and Pannell Road.

Approval of the 2024 LMIG Allocation as presented.

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

b. Utilities: Approval – Safety Equipment for Material Handling Truck

Mr. Rodney Middlebrooks requested approval to allow Altec to install safety equipment to the new material handling truck that was purchased two months ago. A safety guard will be added for the cab and back glass. A heavy-duty bumper with five-ton hooks and a 20,000-pound winch with controls will replace the current bumper. Safety lights, an inverter, and a four-inch rail will also be added. The total amount is \$57,142.26, which will be paid from CIP Funds.

To approve the installation of Altec safety equipment for \$57,142.26.

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

c. Utilities: Approval – Water Treatment Plant Pump Repair

Mr. Rodney Middlebrooks requested approval for Tencarva to rebuild the Gould pump at the Water Treatment Plant for \$29,757.00.

To approve for Tencarva to repair the pump for \$29,757.00.

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

d. Utilities: Approval – GMC Engineering Services Contract

Mr. Rodney Middlebrooks requested approval of the contract with GMC for engineering of a four-inch high-pressure steel gas main for the new jail site. The recent study by GMC recommends proceeding with a four-inch steel pipeline to serve this new critical firm gas load, while maintaining the current high-pressure. This will serve the new jail site and any future gas loads in the area. The total cost is \$252,485.70, which will come from CIP Funds.

Council Member Nathan Little questioned the total project cost and the amount that will be recouped.

Mr. Middlebrooks explained the initial estimate for engineering was \$2.4 million. Walton County will be paying \$1.5 million, which will basically cover the amount for the two-inch line. The two-inch line will supply them with what they need, but the City has to have the four-inch line for the additional high pressure.

To approve the Engineering Services Contract with GMC for \$252,485.70.

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

City Attorney Paul Rosenthal stated there will be an Intergovernmental Agreement with Walton County for the cost sharing, which will cover the \$1.5 million. The agreement should be back before Council in either January or February.

e. Utilities: Approval – Purchase of Electric Materials for New Jail

Mr. Rodney Middlebrooks requested approval to purchase the electrical material needed to install power to the new jail. The estimate from ECG dated September 28, 2023 had the construction costs at approximately \$358,305.00, but the engineers have made design changes

since that time. Those changes include a much larger transformer. The City did not receive the plans until December 8. He is requesting approval for the amount not to exceed \$500,000.00 to avoid any delays.

Vice-Mayor Larry Bradley questioned whether the County pays any of this cost.

City Administrator Logan Propes explained it was a choice load situation, where the City bid in order to service the project. The City's proposed rate structure won over Georgia Power.

To approve the purchase of electrical materials for the new jail, with the amount not to exceed \$500,000.00.

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

IV. NEW BUSINESS

1. New Business

a. Application – Beer & Wine Package Sales – Monroe Mini Mart

To approve the application.

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

b. Application – Beer & Wine Package Sales – Jack Peters Grocery

To approve the application.

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

c. Application – Spirituous Liquors and Beer & Wine On-Premise Consumption – Le Gabrielle Crepes and Waffles

Mr. Carlos Jimenez discussed his history with Monroe and learning to cook.

To approve the application.

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

d. Appointments (2) – Downtown Development Authority & Convention & Visitors Bureau Authority & Urban Redevelopment Agency

To reappoint Clayton Mathias to a three (3) year term to expire December 31, 2026.

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

To reappoint Andrea Gray to a three (3) year term to expire December 31, 2026.

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

e. Approval – 2024 Budget Resolution

Finance Director Beth Thompson explained the 2024 Citywide Budget amount is \$77,438,206, which is a decrease of five percent over the current 2023 Budget. This also includes the Capital Budget of \$19,836,691.

Council Member Tyler Gregory thanked Beth, Logan, and the Department Heads for working so hard on the budget.

To approve the resolution as presented.

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

Council Member Tyler Gregory recused himself.

f. RDF CDBG – Architectural Firm Selection

Mr. Chris Bailey recommended awarding the 2024 Community Development Block Grant Preliminary Architectural Report, Design Services, and Construction Administration to E+E Architecture. This will be for the 2024 CDBG architectural design and construction administration portion of the potential project associated with the Redevelopment Fund (RDF) Grants.

To award the 2024 CDBG Architectural Design and Construction Administration associated with the Redevelopment Fund (RDF) to E+E Architecture.

*Motion by Malcom, seconded by Bradley.
Abstaining: Gregory.
Passed.*

Council Member Tyler Gregory recused himself.

g. 2024 CDBG – Grant Writing and Administration Services Selection

Mr. Chris Bailey recommended awarding the 2024 Community Development Block Grant Writing / Administrative and Related Grant Services to Allen-Smith Consulting. This will be for the 2024 CDBG application and grant writing portion of the grant application process and administration of the potential project.

To award the 2024 CDBG Writing / Administrative and Related Grant Services to Allen-Smith Consulting.

*Motion by Dickinson, seconded by Malcom.
Abstaining: Gregory.
Passed.*

Council Member Tyler Gregory recused himself.

h. 2024 CDBG – Engineering Firm Selection

Mr. Chris Bailey recommended awarding the 2024 Community Development Block Grant Preliminary Engineering Report, Design Services, and Construction Administration Services to Hofstadter & Associates. This will be for the 2024 CDBG preliminary engineering and design portion of the construction process of the potential project.

To award the 2024 CDBG Preliminary Engineering and Design of the Construction Process to Hofstadter & Associates.

*Motion by Little, seconded by Crawford.
Abstaining: Gregory.
Passed.*

i. Discussion – Embrace Civility

Mayor Howard stated Embrace Civility is part of Georgia Municipal Association and approximately a third of the municipalities have joined to be a City of Civility. Mr. Freddie Broome with GMA will be coming to the meeting next month.

No Action.

j. Adopt – 2024 Council Meeting Schedule

To adopt the calendar as presented.

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

k. Adopt – 2024 Planning Commission Schedule

To adopt the calendar as presented.

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

l. Adopt – 2024 Historic Preservation Commission Schedule

To adopt the calendar as presented.

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

m. Police Retention Bonus

Vice-Mayor Larry Bradley recommended awarding all sworn officers a \$1,000.00 retention bonus to be paid before the end of this year; funds will come from the American Recovery Plan.

Council Member Tyler Gregory questioned the quantity of sworn officers.

Chief Watts answered Monroe has 57 sworn officers.

To award all sworn officers a \$1,000.00 bonus from the American Recovery Plan.

*Motion by Bradley, seconded by Boyce.
Passed Unanimously*

V. DISTRICT ITEMS**1. District Items**

Vice-Mayor Larry Bradley stated this will be his last Council Meeting after 12 years. He stated his appreciation of the other Council Members and recognized the Department Heads.

Council Member Tyler Gregory stated the parade was fantastic and wished everyone a Merry Christmas.

Council Member Nathan Little stated he has served on Council for the last 18 years; it has been an honor and a privilege to serve the people in Monroe. He feels confident going forward that Monroe has a great Council, the best employees, and the Department Heads are great.

Council Member David Dickinson stated that he personally appreciates what Nathan and Larry have done for the City of Monroe. They have done some amazing work. He thanked them for their service.

2. Mayoral Update

Mayor John Howard stated that Brian Thompson will be retiring officially at the end of the year; he has been with the City for decades. Leigh Ann Aldridge's last day will be January 5. He stated that Norman Garrett is the best person that he has ever seen at networking at events and will show the power of a vote. Nathan Little was on the Water, Light, & Gas Commission; he ran for Council when the City took it over. Larry Bradley leads and serves by faith; his decisions are heart felt and biblically related.

VI. EXECUTIVE SESSION

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

RETURN TO REGULAR SESSION

To approve the IGA between the City and Walton County Development Authority exchanging real property concerning the Piedmont Parkway Extension.

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

VII. ADJOURN

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

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
	Charles Boyce, IV	Council Member
	Tyler Gregory	Council Member
	Nathan Little	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Beverly Harrison	Interim City Clerk
	Paul Rosenthal	City Attorney

Absent:	Norman Garrett	Council Member
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Staff Present:

I. Call to Order – John Howard

1. Roll Call

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

II. Legal Issue (s)

1. Legal Matter

Legal matters were discussed, including attorney-client discussions.

III. Real Estate Issue (s)

1. Real Estate Matter

Real Estate matters were discussed, including attorney-client discussions.

To approve the IGA between the City and Walton County Development Authority exchanging real property concerning the Piedmont Parkway Extension.

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

IV. Adjourn to Regular Session

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

MAYOR

INTERIM CITY CLERK

**MONROE PLANNING COMMISSION
MEETING MINUTES—November 16, 2023**

Present: Shauna Mathias, Rosalind Parks, Mike Eckles, Nate Treadaway

Absent: Randy Camp

Staff: Brad Callender—City Planner
Laura Wilson—Code Assistant

Visitors: Matthew Bensen

Call to Order by Chairman Eckles at 5:30 pm.

Motion to Approve the Agenda

Motion Mathias. Second Parks.
Motion carried

Chairman Eckles asked for any changes, corrections or additions to the October 17, 2023 minutes.

Motion to approve

Motion Treadaway. Second Parks.
Motion carried

Chairman Eckles asked for the Code Officer’s Report: Brad Callendar

- 1. Thank you for accommodating the meeting date change for the Thanksgiving holiday
- 2. The kickoff for the rewrite of the zoning ordinance to form based code will happen in December; the consultant hired by the City would like to interview (15-30 minutes) the planning commission members over zoom the week of December 18th;

Old Business: None

The First Item of Business is Certificate of Appropriateness Case #2759, a request to add two wall signs on an existing motel at 802 N. Broad St. for the Quality Inn. The signs are halo lit. The previous non-conforming wall signs have already been removed. Staff recommends approval without conditions.

Chairman Eckles: Anyone else here to speak in opposition? None

Motion to approved with condition

Motion Mathias. Second Treadaway.
Motion Carried

The Second Item of Business is Certificate of Appropriateness Case #2760, a request to replace existing wall signs at 772 W. Spring St for the Family Dollar/Dollar Tree. The proposed sign will have gooseneck lighting. Staff recommends approval without conditions. Valerie with Anchor Sign spoke in favor of the request.

Chairman Eckles: Anyone else here to speak in opposition? None

Motion to approve

Motion Treadaway. Second Mathias.
Motion Carried

Chairman Eckles entertained a motion to adjourn.

Motion to adjourn

Motion Parks. Second Treadaway
Meeting adjourned; 5:38pm

Historic Preservation Commission
Meeting Minutes
Regular Meeting—November 28, 2023

Present: Fay Brassie, Laura Powell, Elizabeth Jones

Absent: Marc Hammes, Jane Camp

Staff: Brad Callender, City Planner
Laura Wilson, Code Admin

Visitors: Jake & Jamie Lill, Chad Draper, Rachel Buzzard, Gary Nicholson

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

Motion to approve agenda as submitted

Motion Powell. Second Brassie
Motion carried

Chairman Jones asked if there were any changes or corrections to the previous months' minutes.
To approve September minutes as submitted.

Motion by Powell, Second by Brassie
Motion carried.

To approve November minutes as submitted.

Motion by Powell, Second by Brassie
Motion carried.

Old Business: None

New Business:

The First Item of New Business: Request for COA #2764, a request for exterior signage and a new door at 116 S. Wayne St. The applicants, Jake and Jamie Lill spoke in favor of the request. The new door will go on the Wayne St side and be decorative. The main access to get in the building will be from the rear door. A black iron sign is proposed to go above that new door. On the backside of the building, the applicant would like to paint a replica of the "Felker Horses & Mules" sign.

Jake Lill: Can we put our family name on it instead of Felker?

Chairman Jones: We would prefer you keep the Felker name to keep with the history of the city.

Callender: Is the mule a brand?

Jake Lill: It is just for reference because the building is called the mule barn.

Commissioner Brassie: Will it be an office building?

Jake Lill: No, it will be used for storage

Chairman Jones: Any questions from the public? No

Motion to approve as presented

Motion by Brassie, Second by Powell

Motion carried

The Second Item of New Business Request for COA #2765, a request for façade improvements at 208 S. Broad St. The applicant Chad Draper spoke in favor of the project. The project is a 17,000 sq ft mixed use development and the applicant will be applying for historic preservation tax credits through Georgia DCA and National Park Service. All of the work will have to be approved by those organizations as well. The drawings presented are conceptual.

Note: There was discussion between Draper, Callender, and the commission members about how to approve the project while waiting final approval from DCA and NPS. Due to the tax credit, NPS and DCA have final approval. If any changes are made, Draper can provide the Code Office a copy of the updated approval.

Commissioner Brassie: Are you planning on leaving the J.L. McGarity Ford signage?

Draper: We are open to it but we have not talked to the family about it yet.

Chairman Jones: Any questions from the public? No

Motion to approve as presented with the condition that if changes are mandated by DCA or NPS, a copy of the changes is submitted to the Code Office

Motion by Brassie. Second by Powell

Motion carried.

The Third Item of New Business Request for COA #2766, a request for a shed at 108 Williams St. The property owner Rachel Buzzard spoke in favor of the request. The new shed will replace an existing shed and will not be visible from the street.

Chairman Jones: Any questions from the public? No

Motion to approve as presented

Motion by Brassie. Second by Powell

Motion carried.

The Fourth Item of New Business Request for COA #2767, a request for exterior changes including new windows at 200 Barret St. The applicants and property owners, Jake and Jamie Lill spoke in favor of the project. The end goal of the project is to create approximately 40 apartments in the building with the bottom floor being devoted to office space. The applicants would like to open the window spaces back up and put back industrial looking windows that would have been in the building originally. They would also like to replace the roof in the atrium with glass like it would have been.

Chairman Jones: Have you applied for historic tax credits? I strongly encourage you to do so and contact the state to get your project approved.

Jake Lill: We have just learned about the tax credits and will look into it.

Callender: This work with the windows is independent of the other work (referring to the apartment conversion)?

Jake Lill: Yes

Chairman Jones: Any questions from the public? No

Motion to approve as presented

Motion by Powell. Second by Brassie
Motion carried.

The Fifth Item of New Business Request for COA #2768, a request for signage at 105 N. Broad St. for the Monroe Pizzeria & Eatery. The applicant and owner of the restaurant, Kurt Duel was not present at the meeting. The request signs had already been installed at the time of the meeting.

Chairman Jones: Any questions from the public? No

Motion to approve as presented

Motion by Brassie. Second by Powell
Motion carried.

The Sixth Item of New Business Request for COA #2769, a request for a rear addition at 807 S. Broad St as well as new windows, front door, and porch railings. The applicant Wes Peters spoke in favor of the project. The existing rear addition would be removed and replaced with a larger rear addition. The existing porch on the right side will be opened back up and the vinyl siding on the house has been removed.

Commissioner Brassie: 6/6 windows are standard in the Mill Village; the Xs on the balustrade are not appropriate; they need to be straight and painted

Peters: The porch will be painted. I have already purchased the windows but I can add the mullions to make them 6/6 windows.

Commissioner Brassie: The rear addition is fine because it is staying within the confines of the existing roof line.

Chairman Jones: Any questions from the public? No

Motion to approve as presented with two conditions - 6/6 windows and painted straight porch pickets

Motion by Brassie. Second by Powell
Motion carried.

The Seventh Item of New Business Request for approval of the 2024 meeting schedule

Motion to approve as presented

Motion by Brassie. Second by Powell
Motion carried.

Motion to adjourn

Motion by Brassie, Second by Powell
Motion carried

Adjourned at 6:58 pm

**CITY OF MONROE
DOWNTOWN DEVELOPMENT AUTHORITY
NOVEMBER 9, 2023 – 8:00 A.M.**

The Downtown Development Authority met for their regular meeting.

Those Present:	Lisa Reynolds Anderson Meredith Malcom Andrea Gray Whit Holder Brittany Palazzo Chris Collin Clayton Mathias Lee Malcom	Chairman Vice-Chairman Secretary Board Member Board Member Board Member Board Member City Council Representative
Those Absent:	Myoshia Crawford	City Council Representative
Staff Present:	Logan Propes, Beth Thompson, Beverly Harrison, Chris Bailey, Kaitlyn Stubbs, Les Russell	
Visitors:	Julie Treadwell, Lori Volk	

I. CALL TO ORDER

1. Roll Call

Chairman Anderson noted that all Committee Members were present, except City Council Representative Myoshia Crawford was absent. There was a quorum.

2. Approval of Previous Meeting Minutes

a. October 12, 2023 Minutes

To approve the minutes as presented.

*Motion by M. Malcom, seconded by Mathias.
Passed Unanimously*

3. Approval of Financial Statements

a. September Financials

The Committee discussed the financials and requested to have a summary coverage page on top of the detailed information.

Finance Director Beth Thompson stated she would consolidate the information to create a summary page.

The Committee, Ms. Thomspson, and City Administrator Logan Propes discussed the financials.

To approve the September 2023 Financials.

*Motion by M. Malcom, seconded by Collin.
Passed Unanimously*

II. PUBLIC FORUM

There were no public comments.

III. CITY UPDATE

City Administrator Logan Propes stated that Ms. Leigh Ann Aldridge will be leaving the City at the end of the year to go into the private sector. He discussed the Economic Development Director job description. They have started the process on the old Ford building, but it will take about eight or nine months. The City has closed on the property on South Madison Avenue; there are still about four attendants. He explained there are lots of discussions to be had, but the time frame will be as soon as possible. There is a lot of due diligence that must take place prior to moving forward with a hotel.

IV. COUNTY UPDATE

There was no update from the County.

The Committee discussed the County auctioning off the old 4-H building.

Committee Member Chris Collin explained it will be very expensive; there is a whole lot of work to be done on the building.

V. COMMUNITY WORK PLAN & REPORTS

1. Downtown Design

Committee Member Brittany Palazzo discussed the mural samples and ideas. She and Ms. Aldridge have walked through various areas; some of the areas would need more lighting. She requested for the Board to let her know what they like, and she will get with an artist and the schools.

Mr. Chris Bailey discussed the Boy Scouts painting the chairs in front of City Hall. The Scouts will also be working to help revitalize the alleyway off of East Washington Street.

The Committee, Mr. Propes, and Mr. Bailey discussed the current murals, required easements, needing more lighting, and various areas.

Ms. Palazzo stated she would speak with the business owners.

Committee Member Chris Collin stated having the business names on the murals might take away from the murals.

Mr. Propes explained they would have to be careful with the business names, because it could turn the murals into giant signs.

The Committee and Mr. Bailey discussed funding and grants.

Ms. Palazzo stated she would speak with the schools about the door and sidewalk art. The Committee can decide on the designs and let her know.

After discussions, it was decided that the business names could be placed in the corner of the murals on the same scale as an artist's signature.

2. Redevelopment Projects

City Administrator Logan Propes explained the Milner Aycock building is being gutted now, but it is a very slow go.

3. Entertainment Draws

Mr. Chris Bailey stated there were 21,700 people at Fall Fest and 3,700 in attendance for Light up the Night. Candlelight Shopping will be on November 9, 16, and 30; and December 14 and 21. There will be carriage rides on November 30 and December 14. The Grinch will be in the pocket park on December 14, Santa will be there on December 21, and the live nativity will be from December 20 to December 24. The Bikes, Trikes, & Magical Lights Parade will be on November 16 at Childers Park. The 70th Annual Christmas Parade will be on December 7.

The Committee and Mr. Bailey discussed the pros and cons of shuttle buses for the Christmas Parade and handicapped parking. It was decided there will not be shuttle buses this year but maybe next year.

The Committee discussed the Grand Marshall for the parade, live filming of the parade, and Santa Claus.

VI. PROGRAMS

1. Farmers Market

a. 2024 Market Proposal

Chairman Anderson discussed the Market Proposal from Ms. Audry Fuller and the vendors.

Mr. Logan Propes and Mr. Chris Bailey are going to talk with Ms. Fuller personally after Thanksgiving about staying on at the Market.

Chairman Anderson stated that she would leave it up to them to make it work.

b. Approval – 2024 Market Rules and Guidelines

The Committee discussed the changes, the dates, and leaving the Market on Court Street.

Committee Member Chris Collin suggested finding out what the busiest days are for the Market.

To approve the 2024 Market Rules and Guidelines.

*Motion by Holder, seconded by Mathias.
Passed Unanimously*

Chairman Anderson explained that Committee Member Brittany Palazzo has agreed to help with the Social Media and business spotlights. She discussed putting together a committee for her to head up.

The Committee, Mr. Bailey, and Mr. Propes discussed Social Media Marketing, the job of the Economic Development Director, creating a posting schedule, and having a certain look for the page.

Committee Member Chis Collin stated that the posts are very sporadic now.

Committee Member Meredith Malcom stated they could use Brittany's expertise to help train whoever gets hired.

City Administrator Logan Propes discussed getting a formalized process.

Mr. Chris Bailey stated that he will give Brittany access to the current photos for the Downtown events.

After discussions, it was decided that Brittany and Chris Bailey will be the two that will post on Facebook for DDA.

Council Member Lee Malcom suggested communicating with the Downtown businesses through email instead of Facebook.

The Committee discussed having an after hours get together for the Downtown business owners once the Economic Development Director is hired.

VII. FUNDING

1. Sponsorship

a. 2023 Sponsor Commitment Update

The Committee discussed the sponsorship commitments.

b. 2024 Partnership Opportunities

The Committee discussed the partnership opportunities.

After discussions, the Committee requested that Ms. Aldridge have the Sponsorship Brochures mailed out by the end of November and also send a Facebook post.

2. Façade Grants

There were no façade grants.

3. Community Event Grants

a. McDaniel-Tichenor House – Tichenor Trot 5K & McDaniel Mile Fun Run

To approve the Community Event Grant for the McDaniel-Tichenor House.

*Motion by Holder, seconded by Collin.
Abstaining: Gray
Passed Unanimously*

VIII. NEW BUSINESS

Committee Member Meredith Malcom questioned the interest payments for the Gwinnett Appliance lot.

City Administrator Logan Propes explained that he and Ms. Beth Thompson are working on it.

Committee Member Chris Collin questioned getting volunteers for the Parking Committee he is supposed to be heading up.

The Committee discussed various volunteers and suggested Ms. Sadie Krawczyk and Mr. Chad Draper as possibilities.

Mr. Chris Bailey suggested Mr. Jeremiah Still to represent the City.

Mr. Propes suggested Lt. Brent Davis to represent the Police Department.

Council Member Lee Malcom stated that she would represent the Council Members.

Chairman Anderson reminded everyone that the Parade will be on December 7.

IX. ANNOUNCEMENTS

1. Next Meeting – December 14, 2023 at 8:00 at City Hall

X. ADJOURN

*Motion by Collin, seconded by M. Malcom.
Passed Unanimously*

CITY OF MONROE

CONVENTION & VISITORS BUREAU AUTHORITY

NOVEMBER 9, 2023 – 9:00 A.M.

The Convention & Visitors Bureau Authority met for their regular meeting.

Those Present:	Lisa Reynolds Anderson Meredith Malcom Andrea Gray Whit Holder Brittany Palazzo Chris Collin Clayton Mathias Lee Malcom	Chairman Vice-Chairman Secretary Board Member Board Member Board Member Board Member City Council Representative
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Those Absent:	Myoshia Crawford City Council Representative
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Staff Present:	Logan Propes, Beth Thompson, Beverly Harrison, Chris Bailey, Kaitlyn Stubbs, Les Russell
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Visitors:

I. CALL TO ORDER

1. Roll Call

Chairman Anderson noted that all Committee Members were present, except City Council Representative Myoshia Crawford was absent. There was a quorum.

2. Approval of Previous Meeting Minutes

a. October 12, 2023 Minutes

To approve the minutes as presented.

*Motion by Collin, seconded by Mathias.
Passed Unanimously*

3. Approval of Financial Statements

a. September Financials

To approve the September 2023 Financials.

*Motion by M. Malcom, seconded by Collin.
Passed Unanimously*

II. CHAIRMAN UPDATE

Chairman Anderson stated that Ms. Kim Mulkey is getting the plaques together for the QR Code Project.

The Committee discussed adding the Monroe Museum name and DDA name to the plaques.

III. DIRECTOR UPDATE

There was no update.

IV. OLD BUSINESS

Chairman Anderson clarified that they are still working on the commercials.

Committee Member Meredith stated she does not have an update from Mr. Bruce Verge.

Chairman Anderson suggested having a big band for the first concert next year. She would also like to have the sign done by that time.

The Committee, Mr. Propes, and Mr. Bailey discussed different options of where to put the sign.

V. NEW BUSINESS

There was no new business.

VI. ANNOUNCEMENTS

1. Next Meeting – December 14, 2023 at 9:00 am at City Hall

VII. ADJOURN

*Motion by M. Malcom, seconded by Collin.
Passed Unanimously*

To: City Council

From: Brad Callender, Planning & Zoning Director

Department: Planning & Zoning

Date: 1/3//2024

Subject: CUP #2805 – 907 Amber Trail – Child Care Home



Budget Account/Project Name:	N/A		
Funding Source:	N/A		
Budget Allocation:	N/A		
Budget Available:	N/A		
Requested Expense:	N/A	Company of Record:	N/A

Description:

The property owner of 907 Amber Trail is petitioning for a Conditional Use approval in order to allow for a child care home in their existing single-family dwelling.

Background:

Please refer to the attached staff report for complete details regarding this CUP request.

Recommendation:

The Planning Commission voted unanimously to recommend approval of the Conditional Use request with two (2) conditions.

Conditions:

1. The child care home shall operate as described in applicant's narrative and shall not provide care to more than six (6) children at any time.
2. If the property is transferred to a new owner (if the property is sold), this Conditional Use approval shall become null and void and shall not transfer to the new owner of the property.

Attachment(s):

Staff Report
Application Documents



**Planning
City of Monroe, Georgia
CONDITIONAL USE STAFF REPORT**

APPLICATION SUMMARY

CONDITIONAL USE CASE #: 2805

DATE: December 8, 2023

STAFF REPORT BY: Brad Callender, Planning & Zoning Director

APPLICANT NAME: Nekeshia Brooks Ward

PROPERTY OWNER: Nekeshia Brooks & Dexter Ward

LOCATION: North side of Amber Trail – 907 Amber Trail

ACREAGE: ±0.34

EXISTING ZONING: R-1 (Large Lot Residential District)

EXISTING LAND USE: Single-family residence

REQUEST SUMMARY: The owner is petitioning for Conditional Use approval on this property in order to establish a child care home.

STAFF RECOMMENDATION: Staff recommends approval of this Conditional Use request with conditions.

DATES OF SCHEDULED PUBLIC HEARINGS

PLANNING COMMISSION: December 19, 2023

CITY COUNCIL: January 9, 2024

REQUEST SUMMARY

CONDITIONAL USE PERMIT REQUEST SUMMARY:

The applicant is requesting approval of a Conditional Use in order to allow a Child Care Home at an existing single-family residence. The subject property is currently zoned R-1 (Large Lot Residential District). The site contains a single-family residence constructed in 2005 and is approximately 2,173 Sf. Child Care Homes are allowed in the R-1 zoning district as Conditional Uses. Per the Zoning Ordinance definition, a Child Care Home is a facility in a private residence providing for the care, supervision, and protection (with or without academic instruction) of children in which the dwelling is occupied by the provider of these services and where no more than six (6) children under eighteen (18) years of age are received for group care without transfer of custody for more than four (4) hours and less than twenty-four (24) hours per day. The applicant's narrative states the intent is to provide child care for no more than six (6) children, ages infant to 12-years old, with hours of operation from seven (7) a.m. to seven (7) p.m.

PROPOSED PROJECT SUMMARY:

- Child Care Home in a Single-Family Residence

- Site Area – ±0.34 Acres (14,810 Sf)
- Existing Residential Floor Area – ±2,173 Sf
- Proposed Child Care Home Operation
 - Care for up to six (6) children, ages infant to 12-years old, with hours of operation from seven (7) a.m. to seven (7) p.m.

STAFF ANALYSIS

THE ANALYSIS OF THE APPLICATION IS MADE BASED UPON THE “STANDARDS FOR CONDITIONAL USE APPLICATION DECISIONS” AS SET FORTH IN SECTION 1425.5 OF THE *CITY OF MONROE ZONING ORDINANCE*.

- (1) The proposed use will not be detrimental to adjacent properties or the general neighborhood, the proposed use will not significantly adversely affect public health, safety, morality and welfare, and the proposed use as designed will minimize adverse effects on the surrounding neighborhood:** If operated properly and within the intent of the Zoning Ordinance, a Child Care Home should not be detrimental to adjacent properties or the general neighborhood. The definition of a Child Care Home in Section 210 of the Zoning Ordinance is as follows:

“A facility in a private residence providing for the care, supervision, and protection (with or without academic instruction) of children in which the dwelling is occupied by the provider of these services and where no more than six (6) children under eighteen (18) years of age are received for group care without transfer of custody for more than four (4) hours and less than twenty-four (24) hours per day.”

Basically, a Child Care Home is permitted within a residence as long as the operator is the owner of the property and care is limited to six (6) children for more than four (4) hour and less than twenty-four (24) hour care. The subject property is a single-family residence located inside the Evergreen Estates subdivision. The applicant is proposing to only provide care for six (6) children, aged from infant to twelve (12) years old. The applicant proposes care will only occur from seven (7) a.m. to seven (7) p.m. If the child care home is operated in the manner proposed in the application, adjoining properties and the general neighborhood should not be adversely affected.

- (2) The applicable standards in Article X have been met:** There are no standards applicable to Child Care Homes in Article X of the Zoning Ordinance.
- (3) The proposed use is consistent with the Comprehensive Plan, and the conditional use is compatible with the community development pattern:** The subject property is located in the South Sub-Area as identified in the Monroe Comprehensive Plan. The existing character of this vicinity of the South Sub-Area is predominantly single-family residential. The requested Conditional Use does not conflict with the land use goals for the sub-area.
- (4) A rezoning to allow the requested use as a permitted use would not be appropriate:** Rezoning the property to a zoning district where the use would be allowed by right requires rezoning to the B-2 or B-3 zoning district. With this property located well inside an established neighborhood, a rezone to a B commercial district would be inappropriate.
- (5) The proposed use will not be injurious to the natural environment or the other property in the immediate vicinity, or unconstitutionally diminish property values within the surrounding**

neighborhood: The conversion of the existing single-family residence to a child care home should generally not be injurious to the natural environment or diminish adjoining property values if operated as described in the applicant's narrative.

- (6) **Off-street parking and loading, and access thereto, will be adequate:** The subject property has driveway wide enough to accommodate two vehicles, side by side, at the same time. Amber Trail has a pavement width of twenty-eight (28) feet and is capable of supporting on-street parking in front of the residence. Parking and access into the property is adequate for the proposed child care home.
- (7) **Public facilities and utilities are capable of adequately serving the proposed use, and the use would not lead to a major negative change in existing levels of public service, or fiscal stability:** Public services and utilities are currently serving the existing single-family residence. The conversion from a single-family residence to a child care home should not have any impact on the City's abilities to continue to provide public services and utilities.
- (8) **The use will not be an extension of a use which will cause a damaging volume of (a) agricultural, (b) commercial, (c) industrial, or (d) higher density residential use into a stable neighborhood of well-maintained single-family homes, nor likely lead to decreasing surrounding property values, neighborhood deterioration, spreading of blight, or additional requests of a similar nature which would expand the problem:** There is one other child care home in the Evergreen Estates neighborhood that was recently approved by the City Council in October of this year. If operated in the manner described in the applicant's narrative, the child care home should not negatively impact adjoining properties.
- (9) **The use would not significantly increase congestion, noise, or traffic hazards:** The use of the property for a Child Care Home itself may not significantly increase congestion or noise. A limit of six (6) children can be at the home for care at any given time during a 24-hour period. The assumed traffic impacts from the residence would be a maximum of twelve (12) additional trips to the residence daily. This limited number of vehicle trips should not be considered a significant traffic impact or hazard to Amber Trail or the neighborhood itself.
- (10) **Granting this request would not have a "domino effect," in that it becomes the opening wedge for further rapid growth, urbanization or other land-use change beyond what is indicated in the Comprehensive Plan:** Child Care Homes are allowed as Conditional Uses in the R-1 zoning district. Granting this Conditional Use request should not have a "domino effect" that inspires further rapid growth, urbanization or land use changes that would negatively affect the adjoining residences.

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 Conditional Use for a child care home, subject to the following conditions:

- 1. The child care home shall operate as described in applicant's narrative and shall not provide care to more than six (6) children at any time.
- 2. If the property is transferred to a new owner (if the property is sold), this Conditional Use approval shall become null and void and shall not transfer to the new owner of the property.



City of Monroe

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

27

CONDITIONAL USE PERMIT

PERMIT #:	2805	DESCRIPTION:	CONDITIONAL USE CHILD CARE
JOB ADDRESS:	907 AMBER TRL	LOT #:	121
PARCEL ID:	NM03A121	BLK #:	
SUBDIVISION:	EVERGREEN ESTATES	ZONING:	R-1
ISSUED TO:	NEKESHIA WARD	CONTRACTOR:	NEKESHIA WARD
ADDRESS:	907 AMBER TRAIL	PHONE:	
CITY, STATE ZIP:	MONROE GA 30655	OWNER:	
PHONE:		PHONE:	
PROP.USE:	RESIDENTIAL	DATE ISSUED:	12/11/2023
VALUATION:	\$ 0.00	EXPIRATION:	6/08/2024
SQ FT:	0.00		
OCCP TYPE:			
CNST TYPE:			
INSPECTION REQUESTS:	770-207-4674 lwilson@monroega.gov		

FEE CODE	DESCRIPTION	AMOUNT
PZ-09	CONDITIONAL USE PERMIT	\$ 300.00
FEE TOTAL		\$ 300.00
PAYMENTS		\$ -300.00
BALANCE		\$ 0.00

NOTES:

The Planning Commission will hear and make recommendation on this request for a Conditional Use Permit for a Childcare Home on December 19, 2023 at 5:30pm. The Monroe City Council will hear and make a decision on this request on January 16, 2024 at 6:00pm. Both meetings will be held in the Council Chambers at City Hall; 215 N. Broad St. Monroe, GA 30655

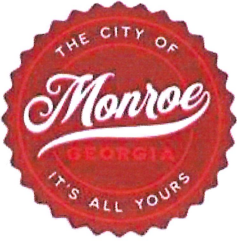
NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK IS STARTED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISION OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Shane E. Ward
(APPROVED BY)

12/11/23
DATE



RECEIVED
#2805

28

CITY OF MONROE

CONDITIONAL USE APPLICATION

CONDITIONAL USE LOCATION & DESCRIPTION

Address: 907 Amber trail

Parcel #: NM03A121 Council Districts: 1 / 7

Zoning: R1 Acreage/Square Feet: 0.34

Type of Conditional Use Requested: Family Child Care Learning Home

PROPERTY OWNER & APPLICANT INFORMATION

Property Owner: Nekeshia Brooks Ward Phone #: 678-793-5362

Address: 907 Amber trail City: Monroe State: Ga Zip: 30655

Applicant (If different than owner): _____ Phone #: _____

Address: _____ City: _____ State: _____ Zip: _____

CONDITIONAL USE INFORMATION

Describe the nature of the proposed use, including without limitation the type of activity proposed, number of occupants and/or employees, hours of operation, number of vehicle trips, water and sewer use, and similar matters (1425.1(1)(b)): I would like to operate a Family child care Learning Home from this location with no more than 6 children enrolled and one employee. The hours of operation would be Monday thru Friday, 7am - 7pm. Childcare services would be provided for children ages birth - 12 years old.

Describe the location of the proposed structure(s) or use(s) and its relationship to existing adjacent uses or structures, and use of adjacent properties (1412.1(1)(c)): The first floor of the two-story home would be where the Family Childcare Learning Home would be located.

CONDITIONAL USE INFORMATION CONT.

Describe the area, dimensions and details of the proposed structure(s) or uses(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 (1425.1(1)(d)): The

Structure is the owner's residential home. The home has a privacy fence that would accommodate gross motor activities, and the residential driveway would be used for parking.

Select all existing utilities available and/or describe proposed utilities (1425.1(1)(e)):

☒ City Water ☐ Private Well ☒ City Sewer ☐ Septic Tank ☐ Electrical ☒ Gas ☐ Telecom

REQUIRED SUBMITTAL ITEMS

☒ Completed Application ☒ Site Plan; Drawn to scale
☒ Fee (see Fee Schedule) ☒ Deed
☒ Survey Plat ☒ Proof of all property taxes paid in full
☒ Typed Detailed Description of the Request ☐ Other information as required by Code Enforcement

I HEREBY CERTIFY THAT I HAVE EXAMINED AND UNDERSTAND ALL INFORMATION ON THIS APPLICATION AND THAT THE ABOVE STATEMENTS AND INFORMATION SUPPLIED BY ME ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING WORK TO BE PERFORMED SHALL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. APPLICANT HERBY AUTHORIZES THE 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: Yolanda B. Ward DATE: 10/30/23

A PUBLIC NOTICE SIGN WILL BE PLACED ON THE SUBJECT PROPERTY PRIOR TO THE PUBLIC HEARING AND REMOVED BY THE CODE DEPARTMENT. THE PUBLIC NOTICE SIGN MUST REMAIN ON THE SUBJECT PROPERTY UNTIL AFTER THE CITY COUNCIL MEETING DECIDES THE MATTER.

PROPERTY OWNER'S AUTHORIZATION SIGNATURE IF NOT THE APPLICANT

SIGNATURE: _____ DATE: _____

NOTARY PUBLIC:

SWORN TO AND SUBSCRIBED BEFORE THIS 30th DAY OF October, 20 23

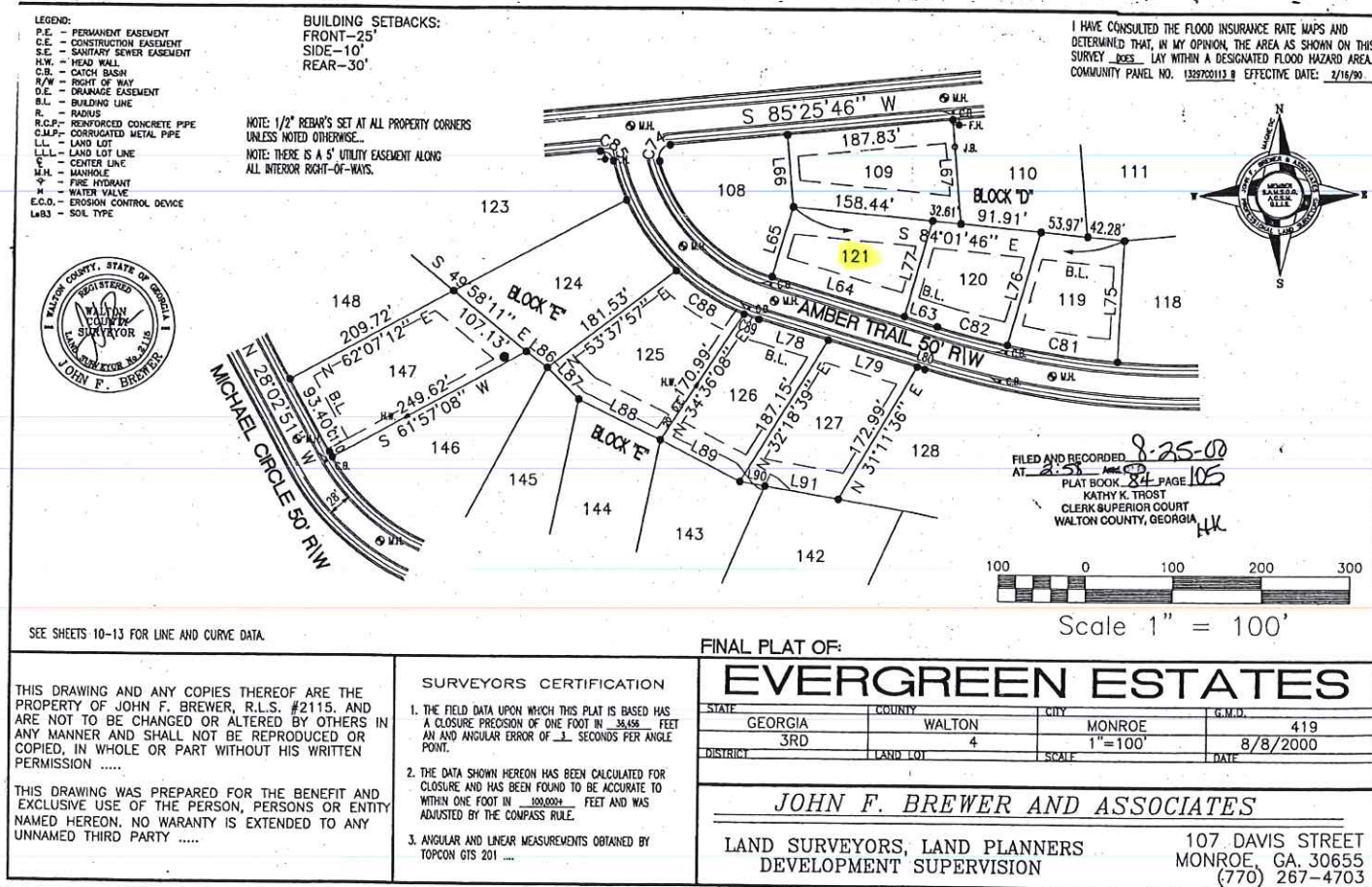
NOTARY SIGNATURE: Laura E. Wilson

DATE: 10/30/23

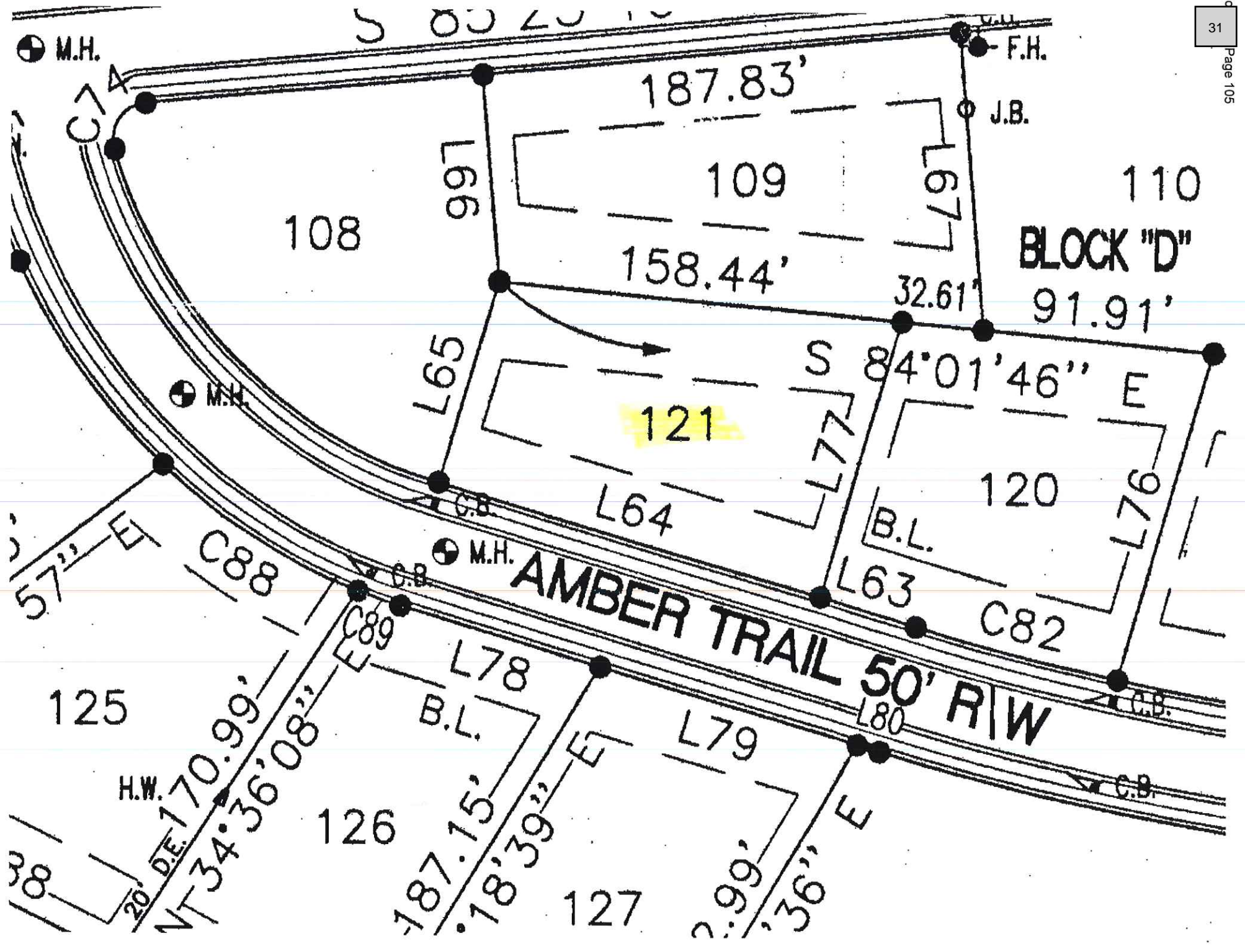
SEAL:



It is the responsibility of the applicant and not the staff to ensure that a complete application with all required materials are submitted. Applications and submittals found to be incomplete and incorrect will be rejected. Each applicant is responsible for compliance with the Disclosure of Campaign Contributions and/or Gifts outlined in Section 1450 of the Zoning Ordinance.



(CONTINUED)

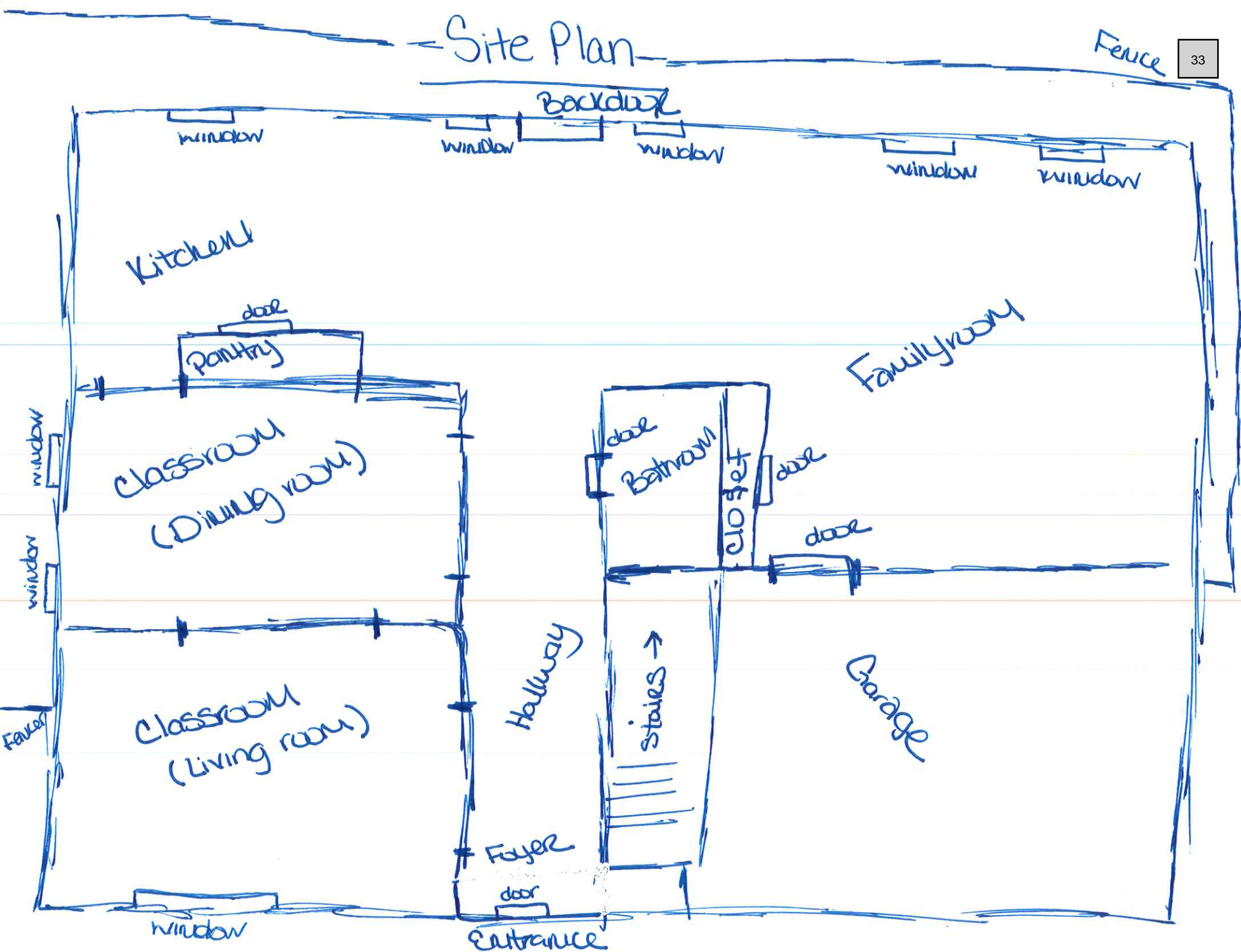


Description of Business Request

I would like to operate a Family Child Care Learning Home from 907 Amber Trail, Monroe, GA 30655. The structure is the owner's residential home. It would be located on the first floor of the two-story home. The homes privacy fence would accommodate gross motor activities, while the residential driveway would be used for parking. Parking would be limited to 2-3 cars at a time and will not interfere with normal residential street operations. This childcare service would have no more than 6 children at a time with one employee. The childcare would accommodate children ages' birth – 12 years old. The hours of operation would be Monday thru Friday from 7 a.m. - 7 p.m.

Site Plan

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To: City Council
From: Brad Callender, Planning & Zoning Director
Department: Planning & Zoning
Date: 1/3/2024
Subject: Development Impact Fee Transmittal Hearing



Budget Account/Project Name:	N/A		
Funding Source:	N/A		
Budget Allocation:	N/A		
Budget Available:	N/A		
Requested Expense:	N/A	Company of Record:	N/A

Description:

The next step in the consideration of the adoption of Development Impact Fees requires the City Council to authorize the transmission of the Capital Improvements Element and Impact Fee Study to the Northeast Georgia Regional Commission and Department of Community Affairs for official review.

Background:

The Comprehensive Plan adopted in June 2022 includes a community work program goal to explore the adoption of Impact Fees. Marilyn Hall from Hall Consulting presented background information and a public hearing was held at the April 11, 2023 City Council meeting to discuss Impact Fee Methodology. A Development Impact Fee Advisory Committee was required to be established. The City Council appointed 5 Monroe citizens to the committee: Carole Queen, Clairissa Pequignot, Chad Draper, Nathan Farmer, and Jennifer Mata. The committee met on June 28, 2023 and August 16, 2023. The Georgia Development Impact Fee Act and the Standards and Procedures for Local Comprehensive Planning requires the preparation of a Capital Improvement Element and Impact Fee Study to be reviewed and approved by the Northeast Georgia Regional Commission and the Georgia Department of Community Affairs. Hall Consulting has completed their preparation of the Capital Improvement Element and Impact Fee Study. The Development Impact Fee Committee completed their review and recommendation for the study on August 16, 2023.

Recommendation:

At the second meeting of the Development Impact Fee Committee on August 16th, 2023, the committee made a recommendation to the City Council that Development Impact Fees would benefit the City. The Committee further recommends the City Council proceed with the next step of the process to adopt Impact Fees and to transmit the Capital Improvements Element and Impact Fee Study to the Northeast Georgia Regional Commission and the Georgia Department of Community Affairs for official review.

Attachment(s):

Hall Consulting Presentation
 Capital Improvements Element & Impact Fee Study
 DCA Transmittal Resolution

CITY OF MONROE RESOLUTION

A RESOLUTION AUTHORIZING TRANSMITTAL OF THE DRAFT CITY OF MONROE CAPITAL IMPROVEMENTS ELEMENT AND IMPACT FEE STUDY FOR REVIEW BY THE NORTHEAST GEORGIA REGIONAL COMMISSION AND DEPARTMENT OF COMMUNITY AFFAIRS BY THE MAYOR AND COUNCIL OF THE CITY OF MONROE, GEORGIA

WHEREAS, the City of Monroe has prepared a Capital Improvements Element;

WHEREAS, this document was prepared according to the Georgia Development Impact Fee Act and the Standards and Procedures for Local Comprehensive Planning effective October 1, 2018 as established by the Georgia Planning Act of 1989; and

WHEREAS, the required public hearings were held on April 11, 2023 and on January 9, 2024; and

WHEREAS, a Development Impact Fee Advisory Committee composed of five members appointed by the governing authority of the municipality and at least 50 percent of the membership represented the development, building, or real estate industries advised the City on development of this document; and

WHEREAS, The Northeast Georgia Regional Commission and the Georgia Department of Community Affairs must review the draft Capital Improvements Element and Impact Fee Study to ensure consistency with neighboring jurisdictions, consistency with regional plans, and verify compliance with the Georgia Development Impact Fee Act and the Georgia Minimum Standards and Procedures for Local Comprehensive Planning;

BE IT THEREFORE RESOLVED, that the Mayor and City Council of the City of Monroe hereby transmit the City of Monroe Capital Improvements Element and Impact Fee Study to the Northeast Georgia Regional Commission and the Georgia Department of Community Affairs for official review.

ADOPTED on this 9th day of January, 2024.

CITY OF MONROE, GEORGIA

By: _____ (SEAL)
John S. Howard, Mayor

Attest: _____ (SEAL)
Beverly Harrison, Interim City Clerk

CAPITAL IMPROVEMENTS ELEMENT & IMPACT FEE STUDY

CITY OF MONROE, GEORGIA

AN ELEMENT OF THE COMPREHENSIVE PLAN

DRAFT

Preliminary Draft January 4, 2024

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City of Monroe - Capital Improvements Element & Impact Fee Study
Impact Fee Study and Capital Improvements Element
Draft January 4, 2024

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DRAFT

Introduction

This document is an element of City of Monroe’s comprehensive plan, known formally as the Capital Improvements Element (CIE). The CIE also includes the City’s Impact Fee Study. An impact fee study is a comprehensive assessment conducted to determine the maximum amount of impact fees to be imposed on new developments or construction projects. Impact fees are charges levied by local governments or municipalities on developers or builders to mitigate the impact of new development on public infrastructure and services.

Capital Improvements Element

In the state of Georgia, a Capital Improvements Element (CIE) is a component of the Comprehensive Plan that outlines the long-term capital improvement needs and priorities of a local government or municipality. The CIE provides a framework for planning and funding the development, expansion, or enhancement of public infrastructure and facilities within the jurisdiction. In the State of Georgia, a city must have a CIE within its Comprehensive Plan to legally charge impact fees. Georgia state code provides enabling legislation for municipalities and counties to charge an impact fee on new development for the projected new demand of certain public facilities¹.

The CIE focuses specifically on the identification, prioritization, and scheduling of public infrastructure projects and facilities. It serves as a roadmap for addressing the community's long-term needs in areas such as transportation, parks and recreation, public safety facilities, and other essential infrastructure. The Comprehensive Plan serves a different, but related purpose. The Comprehensive Plan guides the physical, social, and economic development of a city. It typically includes various elements, such as land use, transportation, housing, and the Capital Improvements Element. During the development of the 2022 Comprehensive Plan, Monroe created a short-term work program (STWP). This program provides a listing of activities the City desires to undertake over the next five years. The Capital Improvement Element (CIE) looks at the activities associated with developing significant infrastructure for the 2022 Comprehensive Plan. The CIE must be updated annually, and must be included in the Comprehensive Plan Update in 2027.

The CIE identifies specific capital projects that are necessary to support the community's development goals. These projects may include road expansions, park improvements, or public facility expansions. The projects are prioritized based on factors such as urgency, community needs, available funding, and potential impact on the community. The CIE also addresses funding strategies for implementing the identified projects. It may outline potential funding sources, such as impact fees, grants, bonds, public-private partnerships, or dedicated revenue streams. The CIE helps guide the local government in budgeting and securing the

¹ O.C.G.A. §36-71-1 (a) chapter shall be known and may be cited as the “Georgia Development Impact Fee Act.”

necessary funds to carry out the capital projects.

Once the CIE is adopted as part of the Comprehensive Plan, it serves as a policy document for decision-making related to infrastructure investments. The local government can refer to the CIE when making budgetary decisions, applying for grants, or seeking partnerships with other entities to advance the identified capital projects. By having the CIE within the Comprehensive Plan, The City of Monroe can legally impose Impact Fees.

Impact Fee Study

The purpose of an impact fee study is to evaluate the current and future needs of public facilities and services, such as roads, parks, libraries, and public safety, within a specific service area. The study analyzes the anticipated growth and development patterns in the area and estimates the additional demand that new development will place on existing infrastructure. The Development Impact Fee Act (DIFA) provides the requirements for the calculation of fees, expenditure of fees and the administrative and accounting needs of an impact fee program. Key components of an impact fee study include:

Demographic analysis: Assessing the population growth, employment trends, and housing projections for the area. These assessments can be found in the City's 2022 Comprehensive Plan Update. The analysis and projections in the Impact Fee Study are based on the 2022 Comprehensive Plan.

Infrastructure assessment: Evaluating the existing capacity of public facilities and services and determining the level of service required to meet the needs of the projected population. It specifies capital improvements for which development impact fees will be charged within the city. Those facilities are parks, fire protection, police, roads, and library.

Cost estimation: Estimating the cost of providing or expanding public infrastructure and services to accommodate future growth.

Impact fee calculation: Determining the appropriate fee structure and rates based on the anticipated impact of new development on public facilities. The fees should be proportionate to the impact caused by the development. The fee should also include a credit for anticipated tax and user fee revenue generated by the new development that could be used for infrastructure improvements.

Legal and policy considerations: Ensuring that the proposed impact fee program complies with applicable laws, regulations, and local policies. More information on Impact Fees in Georgia is presented in the next section.

Public input: Seeking input and feedback from developers, builders, residents, and other stakeholders through public hearings and advisory committee meetings.

Once the impact fee study is completed, the findings and recommendations are typically presented to the local government for review and adoption. The fees established based on the study's recommendations are then imposed on new development projects to help fund the necessary infrastructure improvements and mitigate the impacts caused by growth.

Methodology and Approach

To support a development impact fee program, the CIE of the comprehensive plan must meet state administrative rules for Capital Improvements Elements (CIEs).² The rules require that for each facility included in the development impact fee program, the following must be included:

- a service area must be established;
- a quantifiable level of service (LOS) standard must be specified;
- long-term needs (demands) shall be assessed; and
- a schedule of improvements identifying projects to be funded with impact fees during the next five years must be submitted and then updated annually after its adoption.

The methodology in this report considers all the above requirements. There is a chapter for each impact fee supported category of facilities that walks through the fee calculation. The methodology for an example facility is presented in easy-to-follow detail in Appendix 1.

Credits

An important restriction on an impact fee program is that new growth and development cannot be charged more in impact fees than their 'fair share' of the cost of funding the public facilities needed to serve that new growth. The calculation of that 'fair share' is intrinsic to the impact fee calculations carried out in the chapters addressing each public facility category in this report. This includes providing credit for the future contributions in taxes and user fees from the new development that will be available for funding these public facilities³. Other credits may also be applicable to development for providing system improvements directly⁴.

² Rules of Georgia Department of Community Affairs, Chapter 110-12-2, Development Impact Fee Compliance Requirements

³ 36-71-4. Calculation of fees. (r) Development impact fees shall be calculated on a basis which is net of credits for the present value of revenues that will be generated by new growth and development based on historical funding patterns and that are anticipated to be available to pay for system improvements, including taxes, assessments, user fees, and intergovernmental transfers.

⁴ 36-71-7. Credit for present value of construction accepted by municipality or county from developer. (a) In the calculation of development impact fees for a particular project, credit shall be given for the present value of any construction of improvements or contribution or dedication of land or money

The net present value of General Fund, LOST and SPLOST Tax Credits for capital improvement expenditures are credited towards the impact fee calculation. To the extent that credits are due, they are subtracted from the impact fee calculation for each of the public facility chapters: Parks, Fire Protection, Police, Transportation, and Libraries. This credit is provided to avoid double charging a new resident or business owner for the same facility, once through impact fee and a second time through general taxation.

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required or accepted by a municipality or county from a developer or his predecessor in title or interest for system improvements of the category for which the development impact fee is being collected. Credits shall not be given for project improvements.

Demographics and Projections

Monroe has grown and changed rapidly over the last decades. Continued growth is expected, and projections from the Comprehensive Plan reflect this anticipated growth. Table 1 shows the forecasted population, housing, and employment forecasts for the City of Monroe and Walton County for the 20-year planning period. It also shows the growing share of the County's population, housing, and employment expected within the City of Monroe.

The population forecast for 2043 is more than 26,000 people—an additional 63% of the number of people in the city today. Housing for this future population growth will increase at a faster rate, yielding a 2043 housing stock of more than 11,000 units of all types of housing, adding about 4,700 units to the existing housing supply. The Comprehensive Plan forecasts employment in the city to increase dramatically, adding over 9,620 (130%) to the number of jobs in Monroe today. (Table 2)

TABLE 1: GROWTH FORECASTS

Year	Population			Housing Units			Employment		
	Walton County	Monroe	%	Walton County	Monroe	%	Walton County	Monroe	%
2023	102,282	16,104	16%	38,997	6,656	17%	41,282	7,418	18%
2024	104,151	16,496	16%	39,606	6,832	17%	42,280	7,899	19%
2025	106,021	16,888	16%	40,215	7,007	17%	43,277	8,380	19%
2030	118,235	21,688	18%	43,329	9,113	21%	47,774	10,785	23%
2035	125,822	23,079	18%	46,450	9,821	21%	52,445	13,190	25%
2040	136,642	25,079	18%	49,535	10,803	22%	57,288	15,595	27%
2043	142,937	26,224	18%	51,386	11,362	22%	60,194	17,038	28%

TABLE 2: POPULATION, HOUSING, & EMPLOYMENT, 2023 VS 2043

Year	Population		Housing Units		Employment	
	Walton County	Monroe	Walton County	Monroe	Walton County	Monroe
2023	102,282	16,104	38,997	6,656	41,282	7,418
2043	142,937	26,224	51,386	11,362	60,194	17,038
Increase	40,655	10,120	12,389	4,706	18,912	9,620
% Increase	40%	63%	32%	71%	46%	130%

Day/Night Population

The term "day/night population" refers to the sum of population and employment of an area. It is used to estimate system facility needs for fire protection, police, and transportation. These facilities are available 24/7 and are impacted by fluctuation in population that occurs due to several factors such as commuting, work patterns, and residential areas. The day/night population considers both the residents who are present during the day and those who leave for work or other activities, as well as the influx of non-residents who come into the area for work, shopping, tourism, or other purposes. This population estimation is crucial to assess population dynamics throughout the day to effectively allocate resources and plan for the needs of a particular area. Day/Night population is used to forecast the demand for 24/7 service, including Fire Protection, Police, and Transportation.

Table 3 shows that the day/night population is expected increase by 84% in Monroe over the next 20 years.

TABLE 3: DAY/NIGHT POPULATION

Year	Walton County	Monroe
2023	143,564	23,522
2024	146,431	24,395
2025	149,298	25,268
2030	166,009	32,473
2035	178,267	36,269
2040	193,930	40,674
2043	203,131	43,262
2023 vs 2043 increase	59,567	19,740
2023 vs 2043 increase	41%	84%

Impact Fee Calculations

Impact Fees are calculated using the incremental cost approach with the exception for police facilities. The incremental approach estimates cost in today's dollars for future facility needs. Since police facilities are adequate for future needs, no new facilities are planned for the next 20 years. As such, the police impact fee is calculated using the buy-in approach. This method allows recouping existing capacity cost from new development that has already been paid for. The fees collected will be used to pay off debt and reimburse the city for the purchase and construction of the current police facilities. Appendix 1 provides a detailed explanation of the calculation methodology.

The impact fee calculations also include a credit for future revenues generated by new development that would be used for system facilities. Appendix 2 provides for the detailed explanation of the credit applied to the overall impact fee.

The following sections show the calculations used to develop the maximum impact fees for each service in Monroe's Impact Fee Program: Parks, Fire Protection, Police, Transportation, and Library.

Parks

The City of Monroe recently took responsibility for local parks from Walton County making them responsible for ten parks. The city recently completed a master plan for its park system. The park system consists of ten parks of various sizes.

Service Area

The City's parks complement the County parks by offering local passive recreation and neighborhood scale parks for local residents. Demand for park services within the city limits is almost exclusively related to the city's resident population. Businesses make some use of parks, but the use is incidental compared to that of the families and individuals who live in the city. Thus, the park system impact fee applies to the entire city and is planned for future residential growth.

Level of Service

This study utilizes an approach that considers land, recreational facilities, and other improvements in measuring the LOS. The determination of the LOS standards begins with an inventory of existing facilities.

Table 4 shows land and amenities of the City of Monroe Park system.

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TABLE 4: EXISTING PARK FACILITIES

Park Amenity	Amount	Unit
Land	238.67	Acres
Playgrounds	4	Qty
Buildings*	4,756	Sq Ft
Fields	4	Qty
Pavilions	1,800	Sq Ft
Basketball Courts	1	Qty
Tennis Courts	6	Qty
Dog Parks	1	Qty
Tot Lots	1	Qty
Community Gardens	1	Qty
Trail Miles	1.23	Miles

*Building square footage includes three restroom buildings and the Art Guild building.

Table 5 includes the LOS per dwelling unit. It is calculated by dividing the unit of measure for the amenity by existing dwelling units (6,656).

TABLE 5: EXISTING LOS FOR PARKS

Park Amenity	Existing LOS	Unit per DU
Land**	0.0359	Acres
Playgrounds*	0.0006	Qty
Buildings**	0.7145	Sq Ft
Fields**	0.0006	Qty
Pavilions**	0.27042	Sq Ft
Basketball Courts*	0.0002	Qty
Tennis Courts*	0.0009	Qty
Dog Parks*	0.0002	Qty
Tot Lots*	0.0002	Qty
Community Gardens*	0.0002	Qty
Trail Miles*	0.0002	Miles
*LOS standards for these items are from the Park System Master Plan.		
**LOS for these items is equal to the current LOS		

Future Demand

According to the Monroe's Parks Master Plan, the city is not currently meeting the desired LOS for some park amenities. The desired LOS is shown in the table below alongside the current LOS. Note that the desired LOS for park land, fields, and buildings are the same as the current.

TABLE 6: DESIRED LOS FOR PARKS

	Existing LOS	Desired LOS	Unit per DU
Land**	0.0359	0.0359	Acres
Playgrounds*	0.0006	0.0011	Qty
Buildings**	0.7145	0.7145	Sq Ft
Pavilions**	0.27042	0.27042	Sq Ft
Fields**	0.0006	0.0006	Qty
Basketball Courts*	0.0002	0.0007	Qty
Tennis Courts*	0.00090	0.00094	Qty
Dog Parks*	0.0002	0.0003	Qty
Tot Lots*	0.0002	0.0004	Qty
Community Gardens*	0.0002	0.0003	Qty
Trail Miles*	0.0002	0.0005	Miles

*LOS standards for these items are from the Park System Master Plan.

**LOS standards for these items are equal to existing LOS

The Desired LOS is used to calculate Future Demand by multiplying the Desired LOS by the total housing units in the future. Impact Fees cannot include value related to addressing any current deficits. Instead, Impact Fees paid by new development are for the new development's proportionate share of new park facilities at the targeted LOS.

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TABLE 7: PARKS DESIRED LEVEL OF SERVICE

	Desired LOS	Current LOS (2023)	Needs (2043)	Current Qty/Acres/ Sq Feet	Additional needed	Deficit Existing	New Development Proportionate Share
New Growth	4,705						
Total Dwelling Units	11,362	6,656					
Target LOS Land**	0.0359	0.0359	407.39	238.67	168.72	0	168.7206
Target LOS Playgrounds*	0.0011	0.0006	12.43	4	8.429	3.2815	5.1474
Target LOS Buildings	0.7145	0.7145	8,118.11	4,756.00	3,362.11	0	3,362.11
Target LOS Pavilions*	0.2704	0.2704	3,072.46	1,800.00	1,272.46	0.0000	1,272.4558
Target LOS Fields	0.0006	0.0006	6.83	4	2.828	0	2.8277
Target LOS Basketball Courts*	0.0007	0.0002	7.67	1	6.667	3.4917	3.1753
Target LOS Tennis Courts	0.00094	0.0009	10.73	6	4.732	0.2872	4.4445
Target LOS Dog Parks*	0.0003	0.0002	3.14	1	2.136	0.8371	1.2987
Target LOS Tot Lots*	0.0004	0.0002	4.48	1	3.481	1.6252	1.8558
Target LOS Community Gardens*	0.0003	0.0002	3.96	1	2.962	1.3213	1.641
Target LOS Trail Miles**	0.0005	0.0002	5.12	1.23	3.891	1.77	2.1208

*LOS standards for these items are from the Park System Master Plan.

**LOS standards for these items are equal to existing LOS

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Future Cost

Table 8 shows the estimated costs of impact fee park eligible amenities.⁵ The table uses the Units needed per DU from Table 7 to calculate the cost of needed amenities. There are an estimated \$12,537,311 in park amenities or park expansions that are needed for the City. The Parks Master Plan shows that the City currently has a deficit in some amenities. (The deficits are shown in Table 7.) Impact fees cannot be used to make up for current deficiencies. Table 9 shows the cost of amenities that are attributable to new development, \$10,786,570.

TABLE 8: COST OF ALL NEEDED PARK FACILITIES

	Units needed for future population, including current residents		Cost per unit	Cost of needed amenities
Land	168.72	Acres	\$40,000	\$6,748,823
Playgrounds	8.43	Qty	\$313,246	\$2,640,310
Buildings	3,362.11	Sq Ft	\$243	\$816,676
Pavilions	1,272.46	Sq Ft	\$89	\$113,814
Fields	2.83	Qty	\$64,157	\$181,416
Basketball Courts	6.67	Qty	\$19,247	\$128,321
Tennis Courts	4.73	Qty	\$115,483	\$546,430
Dog Parks	2.14	Sq Ft	\$10,000	\$21,358
Tot Lots	3.48	Qty	\$125,299	\$436,166
Community Gardens	2.96	Qty	\$30,000	\$88,870
Trail Miles	3.89	Mile	\$209,503	\$815,127
Total				\$12,537,311

⁵ Land cost was estimated based on recent land sales and consultation with the City. Playground, fields, basketball, tennis, and tot lot cost estimate based on <https://content.ces.ncsu.edu/cost-analysis-for-improving-park-facilities-to-promote-park-based-physical-activity>, accessed 7/26/2023 indexed to 2023 costs. Building cost based on cost of buildings at Mathews and Pilot Parks. Trail Miles, Dog Park, and Community Gardens cost estimates provided by the City. Pavilion cost based on Pavilion costs at Mathews Park.

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TABLE 9: COST OF NEEDED FACILITIES ATTRIBUTABLE TO NEW DEVELOPMENT

	Units needed for new developments		Cost per unit	Cost
Land	168.72	Acres	\$40,000	\$6,748,823
Playgrounds	5.15	Qty	\$313,246	\$1,612,406
Buildings	3,362.11	Sq Ft	\$243	\$816,676
Pavilions	1,272.46	Sq Ft	\$89	\$113,814
Fields	2.83	Qty	\$64,157	\$181,416
Basketball Courts	3.18	Qty	\$19,247	\$61,115
Tennis Courts	4.44	Qty	\$115,483	\$513,267
Dog Parks	1.3	Sq Ft	\$10,000	\$12,987
Tot Lots	1.86	Qty	\$125,299	\$232,530
Community Gardens	1.64	Qty	\$30,000	\$49,230
Trail Miles	2.12	Mile	\$209,503	\$444,306
Total				\$10,786,570

TABLE 10: PARK COSTS ATTRIBUTABLE TO NEW DEVELOPMENT

New Development Impact	\$10,786,570	
New Dwelling Units	4,705	
	\$2,292	Cost per DU

Credits

Impact fees must include a credit for future contributions from new development to system facility funding based on historical funding patterns. The credit calculated in Table 11 below will be subtracted from the total cost calculated in the Future Cost section above. A detailed explanation of the Credit Calculation is presented in Appendix 2.

TABLE 11: PARKS CREDIT CALCULATION

Projection of Future Growth Contributions to Library Facilities FY24 - FY43		
Taxes (new)	\$966,498	current dollars (new)
New DU's	4,705	Units
Credit per DU	\$205.40	Credit towards library impact fee

Parks Impact Fee Result

The resulting impact fee is \$2,292 facility cost - \$205.40 credit = \$2,087 per housing unit added. A schedule of fees by land use is provided in Appendix 3.

Fire Protection

The City of Monroe Fire Department provides fire protection and rescue services throughout the City and operates out of one station located at 139 S. Madison Ave.

Service Area

The Monroe Fire Department serves the entire city of Monroe.

Level of Service

The City's fire station is a 9,898 square foot building. They currently have 3 fire engines and one ladder truck.

TABLE 12: FIRE PROTECTION EXISTING FACILITIES AND HEAVY EQUIPMENT

Description	Square Feet Building	QTY
Fire Station	9,898.00	
Fire Engines		3
Ladder Truck		1
	9,898	4

The current LOS is shown in Table 13 below and is based on day/night population. The LOS for fire protection is calculated by dividing the unit of measure for the amenity by day/night population.

TABLE 13: EXISTING LOS FOR FIRE PROTECTION

Existing Day/Night Population	23,522
Engines per Day/Night Population	0.0001275
Ladder Trucks per Day/Night Population	0.0000425
Square Feet per Day/Night Population	0.42

Future Demand

The Current Level of Service is used to calculate Future Demand for fire protection services by multiplying the Current Level of Service by the projected increase in day/night population. Maintaining the LOS into the future assumes that there is currently no deficit in service and that new development is responsible for new stations and equipment. Table 14 below shows that three new engines, one new ladder truck, and 8,307 additional square feet of station are needed to serve new development.

TABLE 14: FIRE PROTECTION LOS TO SERVE NEW GROWTH

	Projection (2043)	Current	Needs	Deficit Existing	New Development Proportionate Share
Total Day/Night Pop	43,262	23,522	19,740		
Target LOS Engines	0.0001275	0.0001276			
Target LOS Ladder Trucks	0.0000425	0.00004251			
Target LOS Square Feet	0.42	0.42			
Engines Needed	6	3	3	0	3
Ladder Trucks Needed	2	1	1	0	1
Space Needed (sq ft)	18,205	9,898	8,307	0	8,307

Future Costs

It is estimated that a new fire station will cost about \$550 per square foot. This is based on recent construction of similar facilities in Georgia, national trends, and the Turner Price Index.

TABLE 15: FIRE PROTECTION COST OF NEW FACILITIES AND HEAVY EQUIPMENT

	Size/Amt		Cost/Unit
New Station Construction Cost	1	Sq ft	\$550
New Engine Cost	1	unit	\$613,415
New Ladder Truck Cost	1	unit	\$1,300,000
Sources: Recent construction in Southern Pines NC and Milton GA and the Turner Price Index - 2023 turnerconstruction.com/cost-index , accessed 6/23/2023			

Cost per day/night population for fire station floor space, engines, and ladder trucks are calculated by multiplying the additional units needed per person by the cost per unit.

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TABLE 16: FIRE PROTECTION COSTS PER DAY/NIGHT POPULATION

	Engines	Ladder Trucks	Floor Space	Total
Additional units needed for future day/night population	2.52	0.84	8306.71	
Additional units needed for each new day/night population	0.000128	0.000043	0.420798	
Cost per unit	\$613,415	\$1,300,000		
Cost per unit			\$550.00	
Cost per day/night population	\$78.24	\$55.27	\$231.44	\$364.94

Credit

DIFA requires the impact fee include a credit for future contributions from new development to system facility funding based on historical funding patterns. The credit calculated in Table 17 below will be subtracted from the total cost calculated in the Future Cost section above.

TABLE 17: FIRE PROTECTION CREDIT CALCULATION

Projection of Future Growth Contributions to Fire Services FY24-FY43		
Taxes (new)	\$509,307	current dollars (new)
Addition Day/Night Pop	19,740	employees/residents
Credit per new emp/res	\$25.80	Credit towards fire impact fee

Fire Protection Impact Fee Result

The resulting impact fee is \$364.94 facility cost - \$25.80 credit = \$339.14 per new person added to the day/night population. A schedule of fees by land use is provided in Appendix 3.

Police & Courts

The new City of Monroe Police and Courts building is located in a 96,400 square foot building. The building is an adaptive reuse of a defunct shopping mall. Impact fees for Police and Municipal Court will be calculated using the buy-in approach. The LOS will be based on square footage and day/night population, but the fee will recover the cost of excess capacity that will serve future residents.

Service Area

The Monroe Police and Municipal Courts serve the entire city of Monroe.

Level of Service

The City’s Police and Municipal Court facility currently utilizes 35,100 square feet of the 96,400 square foot building. There are 61,300 square feet of vacant space in the building. Table 18 shows the existing LOS is 1.49 square feet per day/night population.

TABLE 18: INVENTORY OF EXISTING POLICE & COURTS FACILITIES

Description	Occupied Square Feet
Police/Court Building	35,100
Existing Day/Night Population (2023)	23,522
Square Feet per Day/Night Population	1.49

Future Demand

The Police and Municipal Courts Building was acquired in 2022. The City purchased and designed the facility so it would accommodate its future needs through 2043. As such, the LOS goal for the Police and Municipal Courts building is the future day/night population divided by the square footage of the current facility.

Table 19 shows the desired LOS at the end of the planning period is .81 square feet per day/night population.

TABLE 19: TARGET LOS FOR POLICE & MUNICIPAL COURTS

	Projection (2043)	Current (2023)
New Growth	19,740	

Total Day/Night Pop	43,262	23,522
Target LOS Square Feet*	0.81	1.49
Space Needed (sq ft)	35,100	35,100
*Target LOS = future day/night population / current square feet.		

Buy In Approach for New Development

The Impact Fee for Police and Courts is calculated differently than for the other services. Police and Courts will utilize a buy-in approach because existing capacity is available for new development. The fee charged simply recoups previous investment by the community.

Table 20 shows that the existing facility cost \$118.75 per square foot to acquire. The desired LOS is 0.81 square feet per day/night population. Therefore, the cost per day/night population is \$96.35 per additional unit of day/night population. (New resident or employee)

TABLE 20: COST OF POLICE & COURTS ATTRIBUTABLE TO NEW DEVELOPMENT

Units needed per day/night population		0.81 sq feet
Cost per unit		\$118.75
Cost per day/night population		\$96.35

Credit

DIFA requires the impact fee include a credit for future contributions from new development to system facility funding based on historical funding patterns. The credit calculated in Table 21 below will be subtracted from the total cost calculated in the Future Cost section above.

TABLE 21: CREDIT CALCULATION FOR POLICE & COURTS

Projection of Future Growth Contributions to Police Services FY24-FY43		
Taxes (new)	\$570,399	current dollars (new)
Addition Day/Night Pop	19,740	employees/residents
Credit per new emp/res	\$28.90	Credit towards fire impact fee

Police Impact Fee Result

The resulting impact fee is \$96.35 facility cost - \$28.90 credit = \$67.45 per new person added to the day/night population. Fees collected to be directed to paying off new developments' proportionate share of facility debt. A schedule of fees by land use is provided in Appendix 3.

Transportation

The Georgia Development Impact Fee Act allows Impact Fees to be imposed for roads, streets, and bridges. This can include signals, right-of-way, and landscaping. Also, if there is a local component for state and/or federal highways, they can be included in the fee calculation. The LOS for Monroe’s Impact Fees is determined by miles of road divided by day/night population.

Service Area

Roads, streets, and bridges serve the entire area within the city limits.

Level of Service

For the purposes of Impact Fees, there are two categories of local roads. *Excluded* local roads are development specific and paid for directly by developers to serve the development. Excluded local roads are within the service area, but not included in the lane mile needs for calculating the system-wide fee. They are shown in Table 22 to provide a complete picture of all the lane miles within the city of Monroe. Table 23 shows the existing lane miles for roads and streets in terms of linear miles per day/night population.

TABLE 22: EXISTING ROAD LANE MILES

Road Type	Current Lane Miles
Collector	18.19
Arterial	57.65
Local (Excluded)	82.6
Local (Included)	60
Total	218

The existing LOS for roads is shown in the table below.

TABLE 23: EXISTING LOS FOR ROADS

Road Type	Lane Miles per Day/Night Population
	Day/Night Population =23,522
Collector	0.0008
Arterial	0.0025

Local (Excluded)	0.0035
Local (Included)	0.0026

Future Demand

Table 24 shows the target LOS and future demand for roads. The Current Level of Service is used to calculate Future Demand for all roads except Included Local Roads. An important goal of the 2022 Comprehensive Plan is to improve connectivity throughout the city. This will require an increased LOS for Included Local Roads. Since the desired future LOS is higher than existing LOS, there is a deficit that cannot be paid for with Impact Fees. Future needs are calculated by multiplying the desired level of service by the projected increase in day/night population. As explained above, Excluded local roads are shown to illustrate the LOS, but will not be included in the Impact Fee. Maintaining the LOS into the future assumes that there is currently no deficit in service and that new development is responsible for all Collector and Arterial road miles, and their share of Included Local roads.

TABLE 24: TARGET LOS FOR ROADS

	Projection (2043)	Current	Needs	Deficit Existing	New Development Proportionate Share
New Growth	19,740				
Total Day/Night Pop	43,262	23,522	19,740		
Collector Target LOS Lane Miles	0.0008	18.19	35	0.63	34
Arterial Target LOS Lane Miles	0.0025	57.65	108	1.16	107
Excluded Local Target LOS Lane Miles	0.0035	82.60	151	0.00	151
Included Local Target LOS Lane Miles	0.0050	60.00	216	57.61	159
Lane Miles Needed	0.0118	218	510	59.39	451

Future Cost

The Unit Cost of one lane mile is \$209,503. Table 25 shows that the cost per additional unit of day/night population is \$3,180.54. The cost per day/night population for Roads is calculated by multiplying the additional units needed per person by the cost per unit.

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TABLE 25: ROAD COSTS PER DAY/NIGHT POPULATION

	Lane Miles
Units needed per person	0.015
Cost per unit	\$209,503
Cost per day/night population	\$3,180.54

Credits

DIFA requires the impact fee include a credit for future contributions from new development to system facility funding based on historical funding patterns. The credit calculated in Table 26 below will be subtracted from the total cost calculated in the Future Cost section above. A detailed explanation of the Credit Calculation is presented in Appendix 2.

TABLE 26: TRANSPORTATION CREDIT CALCULATION

Projection of Future Growth Contributions to Road Facilities FY24 - FY43		
Taxes (new)	\$2,957,363	current dollars (new)
New Day/Night Population	19,740	Units
Credit per Person	\$149.81	Credit towards transportation impact fee

Transportation Impact Fee Result

The resulting impact fee is \$3,180.54 facility cost - \$149.81 credit = \$3,030.73 per new person added to the day/night population. A schedule of fees by land use is provided in Appendix 3.

Libraries

The Monroe-Walton County Library is located in the City of Monroe. The library is a unit of the Azalea Regional Library System. The library provides services to all residents of Walton County through a variety of information and materials, facilities and programs. Demand for library facilities is almost exclusively related to the county's resident population. Businesses make some use of public libraries for research purposes, but the use is incidental compared to that of the families and individuals who live in the county. Thus, a library services system impact fee is limited to future residential growth.

Service Area

Materials, facilities, and services of the Walton County library system are equally available to the county's population. The City's share of the library building is based on its proportionate share of dwelling units. In 2023 there were an estimated 38,997 housing units in Walton County and an estimated 6,656 housing units in Monroe. As shown in Table 27, Monroe's housing units make up 17.1% of the county's total. Therefore, the City is responsible for 17.1% of facility capital costs and Walton County is responsible for the remainder.

TABLE 27: MONROE'S SHARE OF WALTON COUNTY'S HOUSING UNITS

Year	Countywide Housing Units	City Wide Housing Units	Monroe's share of Housing Units
2023	38,997	6,656	17.1%

Level of Service

The Monroe-Walton County Library is a 12,539 square foot building. The current LOS for the City of Monroe is determined by dividing the City's share of square footage by the number of housing units in the City in 2023. These level of service calculations determine that the City of Monroe is responsible for providing .32 square feet of library for every Dwelling Unit.

TABLE 28: LIBRARY LOS

Existing Dwelling Units (DU) (2023)	6,656
Total Square Feet	12,539
Monroe's Share of Square Feet (17.1% of 12,539)	2,140
LOS to Monroe	0.32 sq ft per DU

Future Demand

The Current Level of Service is used to calculate Future Demand for library square footage between 2023 and 2043 by multiplying the Current Level of Service by the projected increase in housing units. Table 29 shows that an additional 1,513 square feet will be needed to serve new development.

TABLE 29: LIBRARY LOS AND PROPORTIONATE SHARE TO NEW DEVELOPMENT

	Projected conditions (2043)	Current Conditions (2023)	Additional needed	Current Deficit to meeting LOS goal	New Development Proportionate Share
Total Dwelling Units	11,362	6,656			
Target LOS Square Feet	0.3215	0.3215			
Space Needed (sq ft)	3,653	2,140	1,513	0	1,513

Future Cost

Total cost per dwelling unit is calculated by multiplying the needed square footage per dwelling unit, as calculated in Table 29 above with, the cost per square foot. The total cost to the city for library square footage is \$178.94 per dwelling unit. The building floor area needed to serve new growth identified above is 1,513 square feet. It is used to calculate the future cost to meet service demand, as shown in Table 30. Cost is based on the cost of renovation/addition to the O'Kelly Memorial Library as presented in the O'Kelly Memorial Library Feasibility Study prepared by McMillan, Pazda, Smith Architecture, in November 2021, escalated to 2023 with the Turner Price Index. The costs are shown in current dollars.

TABLE 30: LIBRARY COST PER DWELLING UNIT

	Floor Space
Units needed per DU	0.3215
Cost per unit	\$556.53
Cost per DU	\$178.94

Credits

Impact fees must include a credit for future contributions from new development to system facility funding based on historical funding patterns. The credit calculated in Table 31 below

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will be subtracted from the total cost calculated in the Future Cost section above. A detailed explanation of the Credit Calculation is presented in Appendix 2.

TABLE 31: LIBRARY CREDIT CALCULATION

Projection of Future Growth Contributions to Library Facilities FY24 - FY43		
Taxes (new)	21,618	current dollars (new)
New DU's	4,705	Units
Credit per DU	4.59	Credit towards library impact fee

Library Impact Fee Result

The resulting impact fee is \$178.94 facility cost - \$4.59 credit = \$174.35 per housing unit added. A schedule of fees by land use is provided in Appendix 3.

Maximum Allowable Impact Fee Summary

The summary fee schedule presented in Table 32 shows the maximum impact fees that could be charged in the City of Monroe for the public facility categories included in this report, based on the calculations carried out in this report. The Impact Eligible Cost per Unit shown for each public facility category are drawn from that public facility category's section and reflect the reductions for any applicable credit based upon anticipated tax contributions from new development. A 3% fee for administration of the Impact Fee Program and for recoupment of the cost to prepare the CIE is added. Appendix 3 shows the detailed fee by type of development.

TABLE 32: MAXIMUM ALLOWABLE IMPACT FEE SUMMAR

Capital Improvement Category	Impact Fee Eligible Cost per Unit	Unit	3% Admin	Maximum Allowable Fee
Parks	\$2,087	Dwelling Unit	\$63	\$2,149.59
Fire	\$339	Net Fee per person added*	\$10	\$349.32
Police & Courts	\$67	Net Fee per person added*	\$2	\$69.47
Transportation	\$3,031	Net Fee per person added*	\$91	\$3,121.65
Library	\$174	Dwelling Unit	\$5	\$179.22
*Persons include residents and employees.				

Individual Fee Assessment

A landowner or developer may request an individual assessment when the average figures used in this Methodology Report do not apply to the specific project being proposed. This individual assessment determination will be made on alternate data available regarding the number of housing units or employment characteristics of the specific project, as applicable. Under the appeal procedures of the Development Impact Fee Ordinance, special circumstances can be considered and approved in modifying the fee for a particular project demonstrably differing from the average values used in this report.

Adoption of Reduced Impact Fees

The fee schedule above shows the maximum impact fees that could be adopted under State law. The City of Monroe may adopt the maximum fees for any given public facility category,

or could adopt a lower fee, as part of the Impact Fee Ordinance. In order to fulfill DIFA's requirement that new growth pay its fair, proportionate share, all fees in a particular public facility category could be reduced proportionally by the same percentage. Individual land use categories within the particular public facility category cannot be individually reduced or deleted.

Exemptions

Exemptions from the established impact fee amounts on the adopted Impact Fee Schedule can be adopted by the Board of Commissioners for development that encourages affordable housing or represents "extraordinary economic or employment growth." Any exemptions granted must be made up in the applicable impact fee fund(s) from City revenue other than impact fees.

The exemptions must be spelled out as part of the Impact Fee Ordinance and can be applied by the City Council in whole or in part to specified uses based on standards included in the Ordinance.

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Capital Improvements Element

TABLE 33: CAPITAL IMPROVEMENTS ELEMENT

#	Activity	Responsible Party	Total Cost Estimate	2023	2024	2025	2026	2027	Beyond 5-Years	Funding Source
TRANSPORTATION										
1	Trails Master Plan	Parks & Recreation	\$0	\$0	\$0					General Fund
2	Terminal Building Furniture (Furniture)	Airport	\$25,000	\$25,000						General Fund
3	Airport Courtesy Car (Vehicle Cost)	Airport	\$26,000	\$5,200	\$5,200	\$5,200	\$5,200	\$5,200		General Fund
4	Taxiway Rehabilitation (Construction/Maintenance)	Airport	\$305,000	\$305,000						SPLOST 2019
5	Hangar Fee Design (Engineering)	Airport	\$56,000	\$56,000						SPLOST 2019
6	Apron/Commute Paving (Construction/Maintenance)	Airport	\$180,000	\$180,000						SPLOST 2019
7	Mayfield Drive to Hwy 138 Connector (Other)	Streets & Transportation	\$1,183,835	\$84,560	\$84,560	\$84,560	\$930,155			General Fund/Impact Fees 75%
8	CITY WIDE PAVEMENT/SIGNAGE ASSESSMENT (Other)	Streets & Transportation	\$40,000	\$10,000	\$10,000	\$10,000	\$10,000			General Fund

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#	Activity	Responsible Party	Total Cost Estimate	2023	2024	2025	2026	2027	Beyond 5-Years	Funding Source
9	Dodge RAM Truck - Streets 2023 (Vehicle Cost)	Streets & Transportation	\$46,400	\$5,800	\$11,600	\$11,600	\$11,600	\$5,800		General Fund
10	Street And Sidewalk Rehab (Construction/Maintenance)	Streets & Transportation	\$90,000	\$45,000	\$45,000					SPLOST 2013
11	Other Paving Projects (Construction/Maintenance)	Streets & Transportation	\$112,000	\$56,000	\$56,000					SPLOST 2019
12	Striping (Construction/Maintenance)	Streets & Transportation	\$80,000	\$40,000	\$40,000					SPLOST 2019
13	CRACK SEALING AND HAS APPLICATIONS (Repairs/Improvements)	Streets & Transportation	\$250,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000		SPLOST 2019
14	2023 LMIG PAVING PROGRAM (Repairs/Improvements)	Streets & Transportation	\$232,600	\$232,600						SPLOST 2019
15	Mayfield Drive to Hwy 138 Connector (Construction/Maintenance)	Streets & Transportation	\$1,116,165	\$15,440	\$15,440	\$15,440	\$1,069,845			SPLOST 2019/Impact Fees 75%
16	Mayfield Dr to Hwy 138 Connector	Streets & Transportation	\$2,400,000		\$84,560	\$84,560	\$930,155			SPLOST 2019/Impact Fees 75%
17	TAP-Marable St to Lumpkin St Streetscape (Engineering)	Streets & Transportation	\$100,000	\$100,000						SPLOST 2019
18	TAP-Marable St to Lumpkin St Streetscape (Other)	Streets & Transportation	\$172,000	\$172,000						SPLOST 2019
19	New Sidewalks (Construction/Maintenance)	Streets & Transportation	\$170,000	\$85,000	\$85,000					SPLOST 2019

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#	Activity	Responsible Party	Total Cost Estimate	2023	2024	2025	2026	2027	Beyond 5-Years	Funding Source
20	North Madison Stormwater Rehabilitation (Other)	Streets & Transportation	\$250,000	\$250,000						SPLOST 2019
21	North Lumpkin Alleyway Improvements (Construction/Maintenance)	Streets & Transportation	\$150,000	\$150,000						SPLOST 2019
22	Cemetery Rehabilitation/Paving (Construction/Maintenance)	Streets & Transportation	\$75,000	\$75,000						SPLOST 2019
23	Wayne Street streetscape (Construction/Maintenance)	Streets & Transportation	\$1,000,000		\$1,000,000					SPLOST 2019/Enterprise Fund
24	Michael Etchison Connector (Construction/Maintenance)	Streets & Transportation	\$1,200,000		\$1,200,000					SPLOST 2019/Impact Fees 75%
25	Joint Transportation Hwy 78 WB on-ramp (Construction/Maintenance)	Streets & Transportation	\$400,000	\$400,000						SPLOST 2019
26	Joint Transportation Hwy 11/78 interchange (Construction/Maintenance)	Streets & Transportation	\$750,000			\$750,000				SPLOST 2019
27	Street Sweeper (Equipment)	Streets & Transportation	\$299,500	\$299,500						SPLOST 2019
28	Skid Steer Loader - Streets 2024 (Equipment)	Streets & Transportation	\$85,000		\$85,000					SPLOST 2019
29	Asphalt Spreader (Equipment)	Streets & Transportation	\$160,000	\$160,000						SPLOST 2019
30	Complete Streets	Planning & Development	\$0							General Fund

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#	Activity	Responsible Party	Total Cost Estimate	2023	2024	2025	2026	2027	Beyond 5-Years	Funding Source
31	Vehicle Replacement	Central Services	\$38,500							Enterprise Fund
32	Gateway Entrance Signage/Landscaping	Bldgs & Grounds	\$30,000							SPLOST
33	Terminal Building	Airport	\$550,000							SPLOST/Grant
34	Traffic Calming	Streets & Transportation	\$500,000							Enterprise Fund/Impact Fees
35	Additional Lane Miles	Streets & Transportation	\$9,020,300						\$9,020,300	Impact Fees/General Fund
PARKS AND RECREATION										
1	Town Green Improvements	Bldgs & Grounds	\$4,217,529	\$4,217,529						SPLOST/Grant/Enterprise Fund
2	Parks Rehabilitation	Bldgs & Grounds	\$750,000							SPLOST
3	Childers Park Holiday Lights	Parks	\$125,000	\$125,000						ARPA Fund
4	Sunshade Structures (Construction/Maintenance)	Parks	\$90,000	\$25,000	\$20,000	\$15,000	\$15,000	\$15,000		SPLOST 2019
5	Park Rehabilitation (Construction/Maintenance)	Parks	\$750,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000		SPLOST 2019
6	Park Restroom Facilities	Bldgs & Grounds	\$150,000							Impact Fees/General Fund
7	Implement Parks Master Plan	Parks	\$2,150,206						\$2,150,206	General Fund/Impact Fees
8	Childers Park Improvements/Master Plan	Parks	\$400,000							General Fund

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#	Activity	Responsible Party	Total Cost Estimate	2023	2024	2025	2026	2027	Beyond 5-Years	Funding Source
9	River Park Improvements Phase1	Parks	\$602,798				\$602,798			General Fund/Impact Fees
10	River Park Improvements Phase 2	Parks	\$4,446,996					\$1,482,332	\$2,964,664	General Fund/Impact Fees
11	Coker Park Improvements/Master Plan	Parks	\$400,000			\$400,000				General Fund
FIRE PROTECTION										
1	Ladder Truck	Fire Department	\$1,300,000			\$1,300,000				General Fund/Impact Fees
2	Fire Engine (Pumper)	Fire Department	\$613,415	\$613,415						General Fund/Impact Fees
3	Fire Engine (Pumper)	Fire Department	\$613,415						\$613,415	General Fund/Impact Fees
4	Fire Engine (Pumper)	Fire Department	\$613,415						\$613,415	General Fund/Impact Fees
5	Fire Engine Equipment	Fire Department	\$50,000		\$50,000					General Fund/Impact Fees
6	New Fire Station	Fire Department	\$4,670,000						\$4,670,000	General Fund/Impact Fees
7	Ford F150 Pickup QRV (Vehicle Cost)	Fire Department	\$68,800	\$8,800	\$12,000	\$12,000	\$12,000	\$12,000		General Fund
8	Active Shooter/Hostile Event Response (ASHER) Equipment (Equipment)	Fire Department	\$15,000	\$15,000						General Fund
9	Structural Firefighting Gear (Equipment)	Fire Department	\$80,000		\$80,000					General Fund
10	Fire Self Contained Breathing Apparatus (SCBA) (Equipment)	Fire Department	\$135,000	\$135,000						ARPA Fund

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#	Activity	Responsible Party	Total Cost Estimate	2023	2024	2025	2026	2027	Beyond 5-Years	Funding Source
POLICE AND COURTS										
1	Quartermaster Program (Software)	Police	\$24,117	\$8,039	\$8,039	\$8,039				General Fund
2	Axon Fleet 3 In-Car cameras (Equipment)	Police	\$565,656	\$46,176	\$103,896	\$103,896	\$103,896	\$103,896		General Fund
3	Flock Safety (Equipment)	Police	\$80,000	\$40,000	\$40,000					General Fund
4	Updated Axon Equipment Body Cameras & Tasers (Equipment)	Police	\$890,574	\$148,429	\$148,429	\$148,429	\$148,429	\$148,429		General Fund
5	2023 Lease Police Vehicles (Vehicle Cost)	Police	\$549,880	\$49,880	\$100,000	\$100,000	\$100,000	\$100,000		General Fund
6	2022 Lease Police Vehicles (Vehicle Cost)	Police	\$95,010	\$26,710	\$26,710	\$26,710	\$14,880			General Fund
7	Report Management System (Equipment)	Police	\$113,138	\$56,569	\$56,569					General Fund
8	2021 Lease Police Vehicles (Vehicle Cost)	Police	\$230,220	\$81,255	\$81,255	\$67,710				General Fund
9	2020 Lease Police Vehicles (Vehicle Cost)	Police	\$195,930	\$132,130	\$63,800					General Fund
10	2019 Lease Police Vehicles (Vehicle Cost)	Police	\$101,868	\$66,077	\$35,791					General Fund
LIBRARY										
1	Monroe-Walton County Library Expansion	City Hall & Azalea Library System	\$850,000						\$850,000	General Fund/Impact Fees

Appendix 1 – Methodology Report

Introduction

This Appendix provides an overview of the methodology for calculation impact fees for the City of Monroe, Georgia.

Georgia state code provides enabling legislation for municipalities and counties to charge an impact fee on new development for the projected new demand of certain public facilities⁶. This includes system improvements for water, wastewater, public safety, parks, recreation, open space, stormwater, libraries, roads, streets, and bridges⁷. The useful life of these facilities needs to be at least 10 years⁸. As such, minor equipment and furniture having a shorter useful life a generally excluded from any fee calculation.

The calculation of fees shall be based on service areas and levels of service⁹. The impact fee shall not exceed the proportionate share of the new developments impact on system facilities¹⁰. Additionally, the impact fee shall be net of any credits from revenues generated by the new development that will contribute to the system facilities being paid for by the impact fee¹¹. The final limitation on the impact fee calculation is related to the cost used to calculate the fee. The fee must be based on actual or a reasonable estimate in current dollars¹². At the option of the municipality or county, previously constructed system improvements may be included in an impact fee calculation¹³.

The methodology needs to consider all these requirements and is described in this Appendix. Additional procedural requirements will be discussed in separate documentation.

⁶ O.C.G.A. §36-71-1 (a) chapter shall be known and may be cited as the “Georgia Development Impact Fee Act.”

⁷ O.C.G.A. §36-71-2 (17) Describes what public facilities means.

⁸ O.C.G.A. §36-71-2 (1) Describes what a capital improvement means.

⁹ O.C.G.A. §36-71-4 (b) (c)

¹⁰ O.C.G.A. §36-71-4 (a)

¹¹ O.C.G.A. §36-71-4 (i) (r)

¹² O.C.G.A. §36-71-4 (q) (r)

¹³ O.C.G.A. §36-71-4 (k)

Approach

There are three general approaches to calculate the cost of facilities needed to serve new development. The first is a *buy-in approach* where existing capacity is available for new development and the fee charged simply recoups previous investment by the community. The impact fees collected in this fashion can be used towards existing debt that may have been taken out to fund these facilities or the refurbishing or renewal of the asset¹⁴.

Another methodology is the *incremental cost approach*, where only new facilities as proposed in the capital improvement element are used to calculate the value. The portion of any project in the CIE that is used to increase the LOS for existing residents and business owners must be excluded. The value must be converted into current dollars. Like the “buy-in” approach, the incremental approach can be used for debt, however, this is for new debt and excludes any portion of the debt that was used for routine and periodic maintenance, personnel training, and other operating costs. The resulting fee would most likely be higher than the buy-in approach as construction cost inflation usually results in a higher system improvement value for the same LOS¹⁵.

The last general methodology includes a hybrid of the buy-in and incremental approaches. This allows for paying off existing debt if current facilities have excess capacity and to also collect for expansion of capacity to maintain LOS over time. The resulting fee would be a weighted average of buy-in and incremental approaches and additional accounting would be required to ensure proper expenditures.

The Georgia Development Impact Fee Act does not require a single methodology for all fees charged. Some facilities may have excess capacity and debt and are suited for the buy-in approach. Some facilities may need immediate capacity increases to serve existing and new developments. An incremental approach that excludes the value associated with the LOS deficit would be appropriate. Facilities that have both excess capacity but also planned capacity needs for development may be appropriate for the hybrid approach.

Service Area and Recommended Approach

Given the size of the community, the proposed methodology would use a city-wide service area for each public facility. The incremental approach for roads, libraries, and fire services should be utilized as it provides a more realistic cost of new development based on new system improvements. There is little excess capacity in these facilities and the incremental approach provides for easier accounting as

¹⁴ O.C.G.A. §36-71-8 (b) The Georgia Development Impact Fee Act limits expenditure of the fees to the category of system improvements and the service area. Additionally, O.C.G.A. §36-71-2 (19) limits debt to facilities cost and not routine and periodic maintenance, personnel training and other operating costs.

¹⁵ It is possible that putting an acquired asset value in current dollars that the value may exceed the estimated cost of a proposed system improvement in the CIE, however, due to recent construction cost inflation it is unlikely.

all funds must go towards a project or a debt instrument for that project. It will also encourage the City of Monroe to build projects in a timely fashion and provide flexibility to move projects in time based on actual impact fee collections.

Law Enforcement is the only facility where the city has considerable excess capacity. The buy-in approach on existing assets will be most appropriate for Law Enforcement.

Level of Service Standards

The table below presents the proposed standards for determining the level of service (LOS) standard for each facility type. Since libraries, parks, recreation, and open space are generally impacted by residential growth, these impact fees will be based on dwelling units. Public safety and roads serve businesses and new residents, as such a day/night population will be used for roads, law enforcement, and fire protection. Finally, the need for road improvements is based on lane miles.

TABLE 34: METHODOLOGY REPORT - LEVEL OF SERVICE (LOS) STANDARDS

Libraries	Fire Protection	Police/Courts	Roads, Streets, Bridges, Signals	Parks, Recreation, Open space
Square Feet	Square feet and number of heavy vehicles per day/night population	Square feet of facilities per day/night population	Lane miles per day/night population	Acres, # of facilities, and building square footage per dwelling unit

The calculation of the fee can be summarized as follows:

- Current inventory divided by LOS parameter = current LOS
- Projected demand multiplied by adopted LOS¹⁶ standard = capacity needed for new growth
- System improvement cost divided by adopted LOS standard

¹⁶ The adopted LOS will be made part of the CIE as an amendment to the 2022 Comprehensive Plan. It will be presented to the public for comment as part of this process. The resulting LOS goal may be set at current LOS, a national/state standard or a uniquely selected LOS based on public feedback. Once selected, impact fees will be based on maintaining that adopted LOS standard.

Example Service (Illustrative Only)

The following example presents the basic methodology for calculating Monroe’s Impact Fees for Parks and Libraries.

Existing capital facilities are reviewed. Their acquisition date, acquisition cost, and LOS measure are noted and tallied. Our example uses square feet as the selected LOS.

TABLE 35: METHODOLOGY REPORT - EXAMPLE FACILITIES

Description	Acquisition Date	Acquisition Cost	Square Feet
Example Facility 1	6/6/1990	500,000	10,000
Example Facility 2	7/12/2000	450,000	5,000
Total		950,000	15,000

The existing LOS is calculated by dividing the LOS parameter (DU) by the current Level of Service. The table below shows the result. (15,000 / 5,000 = 3)

TABLE 36: METHODOLOGY REPORT - EXAMPLE FACILITIES EXISTING LOS

Existing Dwelling Units (DU)	5,000
Square Feet per DU	3

The tables show that the existing LOS for the example service is 3 square feet per dwelling unit to serve existing population. If the current LOS is determined to be adequate during the CIE development portion of this project, future LOS must be maintained. If the community desires a higher or lower LOS during the public involvement phase, an alternative LOS will be presented to City Council. The city leadership may opt to approve the existing or an alternative LOS for the purpose of developing the CIE. As an example, lets assume the community desires a higher LOS to 5 square feet of space per DU. The following is a projection of the need for the example service. For illustrative purposes, lets assume 2,000 new dwelling units are added for planning period.

TABLE 37: METHODOLOGY REPORT - EXAMPLE FACILITIES NEEDS

	Current	Projection	Needs	Deficit Existing	New Development Proportionate Share
New Growth		2,000			

Total Dwelling Units	5,000	7,000			
Target LOS Square Feet	3	5			
Space Needed (sq ft)	15,000	35,000	20,000	10,000	10,000

You will note that impact fees for new development cannot include the existing deficit. The following table provides an estimate of cost in current dollars for the existing serviced to calculate a per unit of measure. Though the community needs 20,000 square feet under the expanded LOS requirement, new development only adds demand for half of that. Two example facilities will need to be built. However, the impact fee can only be based on a single example facility.

The following table illustrates the cost per unit of example facilities in current dollars. A more reasonable estimate would be available during development of the CIE. For example, it may be sufficient to construct a single larger example facility, construct 2 smaller example facilities, or simply expand existing facilities. However, to illustrate the methodology, the cost per unit is applied to only the demand caused by new development and not the existing deficiency.

TABLE 38: METHODOLOGY REPORT - EXAMPLE FACILITY COST CALCULATION

	Cost	Size/Amt		Cost/Unit
New Example Facility	1,000,000	10,000	Sq ft	\$100

The CIE would schedule the improvements to meet future demand. The Georgia Development Impact Fee Act requires the fee to be based on current dollars. Funds collected are required to be placed in an interest earning account and used within 6 years of collection. The actual cost of the library will most likely be higher in the future due to construction inflation. The CIE will need to include other funding sources to offset any deficit in impact fee collections.

Credits

New developments will help fund future facilities through taxes. A credit is applied to the impact fee calculation to ensure that new developments are not charged twice for the same facilities. The expected revenues from taxes, both property tax and LOST, are deducted from the cost of the example service. The following tables illustrates the cost per unit and credit to arrive at the impact fee for the example service.

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TABLE 39: METHODOLOGY REPORT - EXAMPLE FACILITY COST IMPACT

	Square Feet
Units needed per DU	5
Cost per unit	\$100
Cost per DU	\$500

TABLE 40: METHODOLOGY REPORT - EXAMPLE FACILITY CREDIT CALCULATION

Projection of Future Growth Contributions to Example Facilities FY23 - FY43		
Total taxes paid by new development over time	\$100,000	current dollars (new)
New DU's	2,000	Units
Credit per DU	\$50	Credit towards impact fee

The total fee illustrated in this example is \$500 minus \$50 credit or \$450 per house for the example service. Total collection of impact fees for the example service would be estimated at 2000 multiplied by \$450 or \$900,000. The estimated need is 20,000 sq ft of additional space at \$100 per sq ft or \$2,000,000. New growth will pay \$900,000 and existing residents will pay \$1,100,000 primarily driven by increasing the level of service.

Alternatively, this calculation can be done with the existing LOS or a lower LOS. It would result in lower capacity needs and a lower overall CIE cost.

Parks and Libraries

Facilities for parks and libraries would have a similar calculation as for the example facility. The exception for parks is that units would be a combination of acres, number of amenities, and building square footage per dwelling unit.

Fire Protection

The primary difference for Fire Protection is the use of a day/night population for estimating LOS. Since public safety is impacted by both residential and non-residential considerations this unit is used to provide a means to determine the proportionate share. The fee is calculated on a per 1000 day/night population (employees plus residents). The day/night population is used to provide a proportionality between residential and non-residential land uses. Since Fire Protection provides services to both, this provides a rational nexus for determining the fair share of capacity needed.

The calculation is similar to libraries and parks, however, an additional step is needed to apply the fee to different land uses. For residential, the census provides the estimated number of people for each dwelling unit. This can be used to convert each dwelling unit into its LOS demand unit. For non-residential uses, the Institute of Transportation Engineers (ITE) provides employment projections based on various parameters in their trip generation manual.

The methodology for calculating the Fire Protection impact fee will include square feet of space and heavy vehicles with a useful life of 10 years or greater.

Transportation

The Georgia Development Impact Fee Act allows for impact fees for roads, streets, bridges including signals, right-of-way, and landscaping. Also, if there is a local component for state and/or federal highways, they can be included in the fee calculation. The LOS is determined by miles of road divided by day/night population.

Police & Courts

Impact fees for police and courts will be calculated using the buy-in approach. The LOS will be based on square footage and day/night population, but the fee will recover the cost of excess capacity that will serve future residents. This approach is presented in detail in the Police and Courts Chapter.

Summary

This Appendix is not an impact fee calculation, rather it provides the basic methodology used to calculate impact fees. The following is a summary of the overall calculation methodology.

Service Area

The proposed fees are for system improvements that serve the entire city. Though public safety is distributed throughout the service area to meet overall needs, these assets can be shared and support areas of the city when needed providing an overall city-wide LOS. The same can be said of parks because residents may use any park facility and residents are not confined to one area of the city. Libraries also offer services to all city-wide residents. An adjustment will be made to library services for people who live outside of Monroe's city limits.

Level of Service

The level of service will be determined as part of the Capital Improvement Element development process. The public, city staff, and leadership will be asked for their input. The easiest LOS standard is to maintain current LOS and charge new development the cost to keep the same service. However, if desired, a higher level of service can be identified.

Calculation

The impact fee will be a function of new facilities needed to maintain (or increase) existing level of service divided by unit of measure. For libraries and parks the unit of measure is the dwelling unit. For

public safety and transportation, the unit of measure will be based on day/night population. Dwelling units will use census data and non-residential will use ITE employment calculations¹⁷. All calculations will provide a credit for any expected taxes or other revenues from new development that would go to pay for system improvements. The value of the system's improvement will be based on current dollars using the best reasonable estimate for their cost.

¹⁷ The ITE tables may use square feet of building, gross acres of land used, beds, stalls or other parameters to determine the number of employees. A full table will be made available for calculating individual development impact in terms of day/night population.

Appendix 2 – Credit Calculation

DIFA requires the impact fee include a credit for future contributions from new development to system facility funding based on historical funding patterns. The following tables are used to calculate the credit for each category of service based on recent historic audited data. The following tables show recent funding for system facilities only.

TABLE 41: CREDIT CALCULATION - HISTORICAL FUNDING PATTERNS FROM GENERAL FUND

Year	Libraries	Parks/Rec	Fire	Police	Transportation
FY18	\$0	\$0	\$102,302	\$0	\$0
FY19	\$0	\$0	\$43,341	\$67,250	\$0
FY20	\$0	\$0	\$11,126	\$268,895	\$0
FY21	\$9,084	\$0	\$66,043	\$25,534	\$1,685
FY22	\$5,900	\$0	\$130,217	\$33,696	\$0
FY23	\$0	\$0	\$89,035	\$0	\$425

Transportation and Park/Recreation have been primarily funded with Special Purpose Local Option Sales Tax (SPLOST) dollars. These taxes are approved by County-wide referendum and are primarily used for capital expenditures. The latest SPLOST is estimated to generate close to \$9 million over a 6-year period or approximately \$1.46 million per year. Based on current disposable income and spending patterns, City of Monroe residents contribute 53% towards SPLOST collections with 47% coming from outside the city.

TABLE 42: CREDIT CALCULATION - HISTORICAL FUNDING FOR TRANSPORTATION AND PARKS

SPLOST 2019	Current Estimate	Residential
Transportation	6,139,675	70.00%
Parks and Recreation	2,631,289	30.00%
	8,770,964	

Total taxes by source are provided in the following table for FY21. For allocation purposes, sales related taxes are primarily from residential purchases and value related taxes are primarily from non-residential sources. Occupational and franchise taxes are directly from

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non-residential properties. It is assumed that the primary source for capital improvements is Local Option Sales Tax (LOST)¹⁸, Property Tax and SPLOST. As such, the credit for new developments is allocated based on the projected increase and the historic level of capital spending for these.

TABLE 43: CREDIT CALCULATION - TOTAL TAXES BY SOURCE

Source	FY21 Audit	Basis
Property Tax	\$4,332,742	Value
LOST	3,091,668	Sales
Occupation Tax	96,525	Business
Insurance Premium Tax	1,065,543	Value
Franchise Tax	316,482	Business
AB Tax	353,971	Sales
Other	239,025	Value
	\$9,495,956	

Several assumptions are used in projecting these taxes into the future and determining the portion from new development within the City of Monroe. The Comprehensive Plan provides an annual growth rate of 2.6% in housing units and 4.5% in employment growth. The Comprehensive Plan had a focus on economic development to increase the jobs/housing ratio. The weighted average increase in property taxes is 3.7%. Additionally, sales are assumed to increase primarily from new housing projected at the 2.6% annual rate. The source of funds for future capital improvement funds are split 50/50 for LOST and Property Taxes.

It is also assumed that property taxes and LOST are the primary funding source for non-SPLOST capital expenditures. The allocation of credit from these sources is based on latest audited data (Table 41). SPLOST is assumed to be 100% for capital expenditures, with 70%

¹⁸ LOST provides an opportunity to generate tax revenues from visitors outside the city through sales purchases. Since visitors use Monroe infrastructure but neither pay property nor impact fees, no credit is provided to them. However, if an intergovernmental agreement allowed collection of impact fee outside the city, a credit would be warranted.

transportation and 30% parks and recreation. The remaining taxes and fees collected by the City of Monroe are assumed to be for operations and maintenance expenses.

TABLE 44: CREDIT CALCULATION - PRIMARY INCOME SOURCES FOR CAPITAL EXPENDITURES

Property Tax	\$4,332,742	58.4%
LOST	3,091,668	41.6%
	\$7,424,410	

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Property taxes are projected to assume a 3.7% annual growth rate. The historic spending is for system capital infrastructure for assets with a useful life of 10 or more years. Most capital expenditures are from SPLOST for Parks/Recreation and Transportation and are reflected with reduced expenditure from LOST and Property Taxes. For purposes of allocating sales tax revenue, it is assumed 58.4% of historic expenditures are from property tax, with the balance from LOST. The assumption for SPLOST is 100% is used for capital expenditures with 30% for parks/recreation and 70% Transportation. The following table is a projection of property taxes showing new taxes and allocating these new taxes to each service based on historic spending.

TABLE 45: CREDIT CALCULATION - PROPERTY TAX PROJECTIONS

Year	Tax Base	Added Assessed Value	Total Tax Base	Property Tax Collections	New Taxes	Libraries	Parks/Rec	Fire	Police	Transportation
FY18	\$418,568,651			\$3,043,660		\$0	\$0	\$102,302	\$0	\$0
FY19	\$422,072,217			\$3,219,032		\$0	\$0	\$43,341	\$67,250	\$0
FY20	\$452,857,463			\$3,400,426		\$0	\$0	\$11,126	\$268,895	\$0
FY21	\$510,790,311		\$510,790,311	\$3,631,085		\$9,084	\$0	\$66,043	\$25,534	\$1,685
FY22		\$35,365,627	\$546,155,938	\$4,103,669		\$5,900	\$0	\$130,217	\$33,696	\$0
FY23		\$37,814,240	\$583,970,178	\$4,387,795		\$0	\$0	\$89,035	\$0	\$425
						Projections of Contribution from New Taxes allocated based on historic expenditures				
FY24		\$21,322,508	\$605,292,687	\$4,548,007	\$160,212	\$138	\$0	\$3,251	\$3,641	\$16
FY25		\$22,101,057	\$627,393,744	\$4,714,068	\$326,273	\$281	\$0	\$6,621	\$7,415	\$32
FY26		\$22,908,033	\$650,301,777	\$4,886,193	\$498,398	\$429	\$0	\$10,113	\$11,326	\$48
FY27		\$23,744,475	\$674,046,252	\$5,064,603	\$676,807	\$583	\$0	\$13,733	\$15,381	\$66
FY28		\$24,611,457	\$698,657,709	\$5,249,527	\$861,731	\$742	\$0	\$17,486	\$19,583	\$83

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Year	Tax Base	Added Assessed Value	Total Tax Base	Property Tax Collections	New Taxes	Libraries	Parks/Rec	Fire	Police	Transportation
FY29		\$25,510,095	\$724,167,804	\$5,441,203	\$1,053,407	\$907	\$0	\$21,375	\$23,939	\$102
FY30		\$26,441,546	\$750,609,350	\$5,639,877	\$1,252,082	\$1,078	\$0	\$25,407	\$28,454	\$121
FY31		\$27,407,006	\$778,016,355	\$5,845,806	\$1,458,011	\$1,256	\$0	\$29,585	\$33,134	\$141
FY32		\$28,407,718	\$806,424,074	\$6,059,254	\$1,671,459	\$1,440	\$0	\$33,916	\$37,985	\$162
FY33		\$29,444,969	\$835,869,043	\$6,280,496	\$1,892,701	\$1,630	\$0	\$38,406	\$43,013	\$183
FY34		\$30,520,094	\$866,389,137	\$6,509,816	\$2,122,020	\$1,828	\$0	\$43,059	\$48,224	\$205
FY35		\$31,634,474	\$898,023,611	\$6,747,509	\$2,359,713	\$2,032	\$0	\$47,882	\$53,626	\$228
FY36		\$32,789,544	\$930,813,155	\$6,993,881	\$2,606,085	\$2,245	\$0	\$52,881	\$59,225	\$252
FY37		\$33,986,789	\$964,799,945	\$7,249,248	\$2,861,453	\$2,464	\$0	\$58,063	\$65,028	\$277
FY38		\$35,227,749	\$1,000,027,694	\$7,513,940	\$3,126,145	\$2,692	\$0	\$63,434	\$71,043	\$303
FY39		\$36,514,020	\$1,036,541,714	\$7,788,297	\$3,400,501	\$2,929	\$0	\$69,001	\$77,278	\$329
FY40		\$37,847,257	\$1,074,388,971	\$8,072,671	\$3,684,875	\$3,174	\$0	\$74,772	\$83,741	\$357
FY41		\$39,229,174	\$1,113,618,145	\$8,367,428	\$3,979,633	\$3,427	\$0	\$80,753	\$90,439	\$385
FY42		\$40,661,549	\$1,154,279,694	\$8,672,948	\$4,285,153	\$3,691	\$0	\$86,952	\$97,382	\$415
FY43		\$42,146,225	\$1,196,425,919	\$8,989,624	\$4,601,828	\$3,963	\$0	\$93,378	\$104,579	\$446
NPV				\$84,731,070	\$25,099,499	\$21,618	\$0	\$509,307	\$570,399	\$2,431

The net present value of new taxes for capital infrastructure is credited towards the impact fee with 58.4% from property and 41.6% from LOST.

Appendix 2 – Credit Calculation

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The net present value (NPC) of new sales and property taxes from new development used for capital improvements are summarized below.

TABLE 46: CREDIT CALCULATION - NPV OF NEW SALES AND PROPERTY TAXES

	Libraries	Parks/Rec	Fire	Police	Transportation
Property Taxes (NPV)	\$12,616	\$0	\$297,222	\$332,874	\$1,419
LOST (NPV)	\$9,002	\$0	\$212,085	\$237,525	\$1,012
SPLOST (NPV)		\$966,498			\$2,255,163
Transportation Debt (NPV)					\$699,769
Credit for New Taxes FY23-FY42	\$21,618	\$966,498	\$509,307	\$570,399	\$2,957,363

Appendix 3 – Maximum Allowable Impact Fee Schedule

The following provides the impact fee schedules for each category of service. An alternative calculation may be made by a developer using an approved methodology to determine service impact. The City cannot charge more than the maximum in any given public facility category; only less.

To read the table, first find the land use you want to investigate. Land uses are listed on the left side of the table and are grouped into categories. For example, industrial and warehouse uses are grouped together, as are all retail uses. Next, find the ‘Total Max Fee’ column on the right of the table. This is the total impact fee per unit of measure. Finally, find the unit of measure—it is the last column of the land use category. The information can be read as follows: this land use has a maximum impact fee of \$X per unit of measure.

TABLE 47: MAXIMUM ALLOWABLE IMPACT FEE SCHEDULE

ITE Employment/Persons added by land use	Library	Parks	Fire Protection	Police	Transportation	Impact Cost	Admin	Total Impact Fee	Unit of measure
Port and Terminal (000 - 099)									
30									
Truck Terminal			\$3,974	\$790	\$35,520	\$40,284	\$1,208	\$41,492	acres
Industrial/Agricultural (100-199)									
110									
General Light Industrial			\$783	\$155	\$7,000	\$7,938	\$238	\$8,176	1000 sq ft
120									
General Heavy Industrial			\$620	\$123	\$5,546	\$6,289	\$188	\$6,477	1000 sq ft
140									
Manufacturing			\$617	\$122	\$5,515	\$6,254	\$187	\$6,441	1000 sq ft
150									
Warehousing			\$434	\$86	\$3,879	\$4,399	\$131	\$4,530	1000 sq ft
151									
Mini-Warehouse			\$13	\$2	\$121	\$136	\$4	\$140	1000 sq ft
152									
High-Cube Warehouse			\$61	\$12	\$545	\$618	\$18	\$636	1000 sq ft
Residential (200-299)									

Appendix 2 – Credit Calculation

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ITE Employment/Persons added by land use		Library	Parks	Fire Protection	Police	Transportation	Impact Cost	Admin	Total Impact Fee	Unit of measure
210	Single-Family Detached Housing	\$174	\$2,086	\$847	\$168	\$7,576	\$10,851	\$325	\$11,176	dwelling
220	Apartment	\$174	\$2,086	\$678	\$134	\$6,061	\$9,133	\$273	\$9,406	dwelling
230	Residential Condos/Townhomes	\$174	\$2,086	\$678	\$134	\$6,061	\$9,133	\$273	\$9,406	dwelling
Lodging	(300-399)									
310	Hotel			\$210	\$41	\$1,879	\$2,130	\$63	\$2,193	room
311	All suites hotel			\$240	\$47	\$2,151	\$2,438	\$73	\$2,511	room
312	Business hotel			\$33	\$6	\$303	\$342	\$10	\$352	room
320	Motel			\$240	\$47	\$2,151	\$2,438	\$73	\$2,511	room
Recreational	(400-499)									
416	Campground			\$23	\$4	\$212	\$239	\$7	\$246	camp sites
430	Golf Course			\$84	\$16	\$757	\$857	\$25	\$882	acres
435	Multipurpose Rec Facility			\$169	\$33	\$1,515	\$1,717	\$51	\$1,768	acres
443	Movie Theater			\$508	\$101	\$4,546	\$5,155	\$154	\$5,309	1000 sq ft
460	Arena			\$1,129	\$224	\$10,092	\$11,445	\$343	\$11,788	acres
480	Amusement Park			\$3,082	\$613	\$27,549	\$31,244	\$937	\$32,181	acres
491	Tennis Courts			\$81	\$16	\$727	\$824	\$24	\$848	acres

ITE Employment/Persons added by land use		Library	Parks	Fire Protection	Police	Transportation	Impact Cost	Admin	Total Impact Fee	Unit of measure
492	Racquet Club			\$122	\$24	\$1,091	\$1,237	\$37	\$1,274	1000 sq ft
494	Bowling Alley			\$339	\$67	\$3,030	\$3,436	\$103	\$3,539	1000 sq ft
495	Recreational Community Center			\$284	\$56	\$2,545	\$2,885	\$86	\$2,971	1000 sq ft
Institutional	(500-599)									
521	Private School (K-12)			\$2,743	\$545	\$24,518	\$27,806	\$834	\$28,640	1000 sq ft
560	Church/Synagogue			\$176	\$35	\$1,575	\$1,786	\$53	\$1,839	1000 sq ft
565	Day Care Center			\$861	\$171	\$7,698	\$8,730	\$261	\$8,991	1000 sq ft
566	Cemetery			\$27	\$5	\$242	\$274	\$8	\$282	acres
591	Lodge/Fraternal			\$339	\$67	\$3,030	\$3,436	\$103	\$3,539	employee
Medical	(600-699)									
610	Hospital			\$1,102	\$219	\$9,849	\$11,170	\$335	\$11,505	1000 sq ft
620	Nursing Home			\$220	\$43	\$1,969	\$2,232	\$66	\$2,298	bed
630	Clinic			\$339	\$67	\$3,030	\$3,436	\$103	\$3,539	employee
Office	(700-799)									
710	General Office Building			\$1,125	\$223	\$10,062	\$11,410	\$342	\$11,752	1000 sq ft
714	Corporate Headquarters Building			\$1,153	\$229	\$10,304	\$11,686	\$350	\$12,036	1000 sq ft

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ITE Employment/Persons added by land use		Library	Parks	Fire Protection	Police	Transportation	Impact Cost	Admin	Total Impact Fee	Unit of measure
715	Single-Tenant Office Building			\$1,085	\$215	\$9,698	\$10,998	\$329	\$11,327	1000 sq ft
720	Medical-Dental Office Building			\$1,373	\$273	\$12,274	\$13,920	\$417	\$14,337	1000 sq ft
760	Research and Development Center			\$993	\$197	\$8,880	\$10,070	\$302	\$10,372	1000 sq ft
Retail	(800-899)									
812	Building Materials and Lumber Store			\$498	\$99	\$4,455	\$5,052	\$151	\$5,203	1000 sq ft
813	Free-Standing Discount Superstore			\$325	\$64	\$2,909	\$3,298	\$98	\$3,396	1000 sq ft
814	Specialty Retail Center			\$617	\$122	\$5,515	\$6,254	\$187	\$6,441	1000 sq ft
815	Free-Standing Discount Store			\$664	\$132	\$5,940	\$6,736	\$202	\$6,938	1000 sq ft
816	Hardware/Paint Store			\$325	\$64	\$2,909	\$3,298	\$98	\$3,396	1000 sq ft
817	Nursery (Garden Center)			\$552	\$109	\$4,940	\$5,601	\$168	\$5,769	1000 sq ft
818	Nursery (Wholesale)			\$566	\$112	\$5,061	\$5,739	\$172	\$5,911	1000 sq ft
820	Shopping Center			\$566	\$112	\$5,061	\$5,739	\$172	\$5,911	1000 sq ft
823	Factory Outlet Center			\$566	\$112	\$5,061	\$5,739	\$172	\$5,911	1000 sq ft
831	Quality Restaurant			\$2,529	\$503	\$22,609	\$25,641	\$769	\$26,410	1000 sq ft

City of Monroe - Capital Improvements Element & Impact Fee Study

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ITE Employment/Persons added by land use		Library	Parks	Fire Protection	Police	Transportation	Impact Cost	Admin	Total Impact Fee	Unit of measure
832	High-Turnover (Sit-Down) Restaurant			\$2,529	\$503	\$22,609	\$25,641	\$769	\$26,410	1000 sq ft
834	Fast-Food Restaurant			\$3,696	\$735	\$33,034	\$37,465	\$1,123	\$38,588	1000 sq ft
837	Quick Lubrication Vehicle Shop			\$712	\$141	\$6,364	\$7,217	\$216	\$7,433	Service Bay
840	Auto-Care Center			\$484	\$96	\$4,333	\$4,913	\$147	\$5,060	1000 sq ft
841	New Car Sales			\$600	\$119	\$5,364	\$6,083	\$182	\$6,265	1000 sq ft
843	Auto Parts Store			\$325	\$64	\$2,909	\$3,298	\$98	\$3,396	1000 sq ft
847	Self-Service Car Wash			\$67	\$13	\$606	\$686	\$20	\$706	Stall
848	Tire Store			\$434	\$86	\$3,879	\$4,399	\$131	\$4,530	1000 sq ft
849	Wholesale Tire Store			\$434	\$86	\$3,879	\$4,399	\$131	\$4,530	1000 sq ft
850	Supermarket			\$430	\$85	\$3,849	\$4,364	\$130	\$4,494	1000 sq ft
851	Convenience Market (Open 24 hours)			\$610	\$121	\$5,455	\$6,186	\$185	\$6,371	1000 sq ft
852	Convenience Market (Open 15-16 hours)			\$593	\$118	\$5,303	\$6,014	\$180	\$6,194	1000 sq ft
853	Convenience Market with Gasoline Pumps			\$610	\$121	\$5,455	\$6,186	\$185	\$6,371	1000 sq ft
860	Wholesale Market			\$278	\$55	\$2,485	\$2,818	\$84	\$2,902	1000 sq ft

Appendix 2 – Credit Calculation

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ITE Employment/Persons added by land use		Library	Parks	Fire Protection	Police	Transportation	Impact Cost	Admin	Total Impact Fee	Unit of measure
861	Discount Club			\$440	\$87	\$3,939	\$4,466	\$133	\$4,599	1000 sq ft
862	Home Improvement Superstore			\$325	\$64	\$2,909	\$3,298	\$98	\$3,396	1000 sq ft
863	Electronics Superstore			\$325	\$64	\$2,909	\$3,298	\$98	\$3,396	1000 sq ft
870	Apparel Store			\$566	\$112	\$5,061	\$5,739	\$172	\$5,911	1000 sq ft
881	Pharmacy/Drugstore			\$566	\$112	\$5,061	\$5,739	\$172	\$5,911	1000 sq ft
890	Furniture Store			\$142	\$28	\$1,272	\$1,442	\$43	\$1,485	1000 sq ft
Services	(900-999)									
912	Drive-in Bank			\$1,234	\$245	\$11,031	\$12,510	\$375	\$12,885	1000 sq ft

To: City Council

From: Brad Callender, Planning & Zoning Director

Department: Planning & Zoning

Date: 1/3//2024

Subject: CUP #2805 – 907 Amber Trail – Child Care Home



Budget Account/Project Name:	N/A		
Funding Source:	N/A		
Budget Allocation:	N/A		
Budget Available:	N/A		
Requested Expense:	N/A	Company of Record:	N/A

Description:

The property owner of 907 Amber Trail is petitioning for a Conditional Use approval in order to allow for a child care home in their existing single-family dwelling.

Background:

Please refer to the attached staff report for complete details regarding this CUP request.

Recommendation:

The Planning Commission voted unanimously to recommend approval of the Conditional Use request with two (2) conditions.

Conditions:

1. The child care home shall operate as described in applicant's narrative and shall not provide care to more than six (6) children at any time.
2. If the property is transferred to a new owner (if the property is sold), this Conditional Use approval shall become null and void and shall not transfer to the new owner of the property.

Attachment(s):

Staff Report
Application Documents



**Planning
City of Monroe, Georgia
CONDITIONAL USE STAFF REPORT**

APPLICATION SUMMARY

CONDITIONAL USE CASE #: 2805

DATE: December 8, 2023

STAFF REPORT BY: Brad Callender, Planning & Zoning Director

APPLICANT NAME: Nekeshia Brooks Ward

PROPERTY OWNER: Nekeshia Brooks & Dexter Ward

LOCATION: North side of Amber Trail – 907 Amber Trail

ACREAGE: ±0.34

EXISTING ZONING: R-1 (Large Lot Residential District)

EXISTING LAND USE: Single-family residence

REQUEST SUMMARY: The owner is petitioning for Conditional Use approval on this property in order to establish a child care home.

STAFF RECOMMENDATION: Staff recommends approval of this Conditional Use request with conditions.

DATES OF SCHEDULED PUBLIC HEARINGS

PLANNING COMMISSION: December 19, 2023

CITY COUNCIL: January 9, 2024

REQUEST SUMMARY

CONDITIONAL USE PERMIT REQUEST SUMMARY:

The applicant is requesting approval of a Conditional Use in order allow a Child Care Home at an existing single-family residence. The subject property is currently zoned R-1 (Large Lot Residential District). The site contains a single-family residence constructed in 2005 and is approximately 2,173 Sf. Child Care Homes are allowed in the R-1 zoning district as Conditional Uses. Per the Zoning Ordinance definition, a Child Care Home is a facility in a private residence providing for the care, supervision, and protection (with or without academic instruction) of children in which the dwelling is occupied by the provider of these services and where no more than six (6) children under eighteen (18) years of age are received for group care without transfer of custody for more than four (4) hours and less than twenty-four (24) hours per day. The applicant's narrative states the intent is to provide child care for no more than six (6) children, ages infant to 12-years old, with hours of operation from seven (7) a.m. to seven (7) p.m.

PROPOSED PROJECT SUMMARY:

- Child Care Home in a Single-Family Residence

- Site Area – ±0.34 Acres (14,810 Sf)
- Existing Residential Floor Area – ±2,173 Sf
- Proposed Child Care Home Operation
 - Care for up to six (6) children, ages infant to 12-years old, with hours of operation from seven (7) a.m. to seven (7) p.m.

STAFF ANALYSIS

THE ANALYSIS OF THE APPLICATION IS MADE BASED UPON THE “STANDARDS FOR CONDITIONAL USE APPLICATION DECISIONS” AS SET FORTH IN SECTION 1425.5 OF THE *CITY OF MONROE ZONING ORDINANCE*.

- (1) The proposed use will not be detrimental to adjacent properties or the general neighborhood, the proposed use will not significantly adversely affect public health, safety, morality and welfare, and the proposed use as designed will minimize adverse effects on the surrounding neighborhood:** If operated properly and within the intent of the Zoning Ordinance, a Child Care Home should not be detrimental to adjacent properties or the general neighborhood. The definition of a Child Care Home in Section 210 of the Zoning Ordinance is as follows:

“A facility in a private residence providing for the care, supervision, and protection (with or without academic instruction) of children in which the dwelling is occupied by the provider of these services and where no more than six (6) children under eighteen (18) years of age are received for group care without transfer of custody for more than four (4) hours and less than twenty-four (24) hours per day.”

Basically, a Child Care Home is permitted within a residence as long as the operator is the owner of the property and care is limited to six (6) children for more than four (4) hour and less than twenty-four (24) hour care. The subject property is a single-family residence located inside the Evergreen Estates subdivision. The applicant is proposing to only provide care for six (6) children, aged from infant to twelve (12) years old. The applicant proposes care will only occur from seven (7) a.m. to seven (7) p.m. If the child care home is operated in the manner proposed in the application, adjoining properties and the general neighborhood should not be adversely affected.

- (2) The applicable standards in Article X have been met:** There are no standards applicable to Child Care Homes in Article X of the Zoning Ordinance.
- (3) The proposed use is consistent with the Comprehensive Plan, and the conditional use is compatible with the community development pattern:** The subject property is located in the South Sub-Area as identified in the Monroe Comprehensive Plan. The existing character of this vicinity of the South Sub-Area is predominantly single-family residential. The requested Conditional Use does not conflict with the land use goals for the sub-area.
- (4) A rezoning to allow the requested use as a permitted use would not be appropriate:** Rezoning the property to a zoning district where the use would be allowed by right requires rezoning to the B-2 or B-3 zoning district. With this property located well inside an established neighborhood, a rezone to a B commercial district would be inappropriate.
- (5) The proposed use will not be injurious to the natural environment or the other property in the immediate vicinity, or unconstitutionally diminish property values within the surrounding**

neighborhood: The conversion of the existing single-family residence to a child care home should generally not be injurious to the natural environment or diminish adjoining property values if operated as described in the applicant's narrative.

- (6) **Off-street parking and loading, and access thereto, will be adequate:** The subject property has driveway wide enough to accommodate two vehicles, side by side, at the same time. Amber Trail has a pavement width of twenty-eight (28) feet and is capable of supporting on-street parking in front of the residence. Parking and access into the property is adequate for the proposed child care home.
- (7) **Public facilities and utilities are capable of adequately serving the proposed use, and the use would not lead to a major negative change in existing levels of public service, or fiscal stability:** Public services and utilities are currently serving the existing single-family residence. The conversion from a single-family residence to a child care home should not have any impact on the City's abilities to continue to provide public services and utilities.
- (8) **The use will not be an extension of a use which will cause a damaging volume of (a) agricultural, (b) commercial, (c) industrial, or (d) higher density residential use into a stable neighborhood of well-maintained single-family homes, nor likely lead to decreasing surrounding property values, neighborhood deterioration, spreading of blight, or additional requests of a similar nature which would expand the problem:** There is one other child care home in the Evergreen Estates neighborhood that was recently approved by the City Council in October of this year. If operated in the manner described in the applicant's narrative, the child care home should not negatively impact adjoining properties.
- (9) **The use would not significantly increase congestion, noise, or traffic hazards:** The use of the property for a Child Care Home itself may not significantly increase congestion or noise. A limit of six (6) children can be at the home for care at any given time during a 24-hour period. The assumed traffic impacts from the residence would be a maximum of twelve (12) additional trips to the residence daily. This limited number of vehicle trips should not be considered a significant traffic impact or hazard to Amber Trail or the neighborhood itself.
- (10) **Granting this request would not have a "domino effect," in that it becomes the opening wedge for further rapid growth, urbanization or other land-use change beyond what is indicated in the Comprehensive Plan:** Child Care Homes are allowed as Conditional Uses in the R-1 zoning district. Granting this Conditional Use request should not have a "domino effect" that inspires further rapid growth, urbanization or land use changes that would negatively affect the adjoining residences.

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 Conditional Use for a child care home, subject to the following conditions:

1. The child care home shall operate as described in applicant's narrative and shall not provide care to more than six (6) children at any time.
2. If the property is transferred to a new owner (if the property is sold), this Conditional Use approval shall become null and void and shall not transfer to the new owner of the property.



City of Monroe

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

98

CONDITIONAL USE PERMIT

PERMIT #:	2805	DESCRIPTION:	CONDITIONAL USE CHILD CARE
JOB ADDRESS:	907 AMBER TRL	LOT #:	121
PARCEL ID:	NM03A121	BLK #:	
SUBDIVISION:	EVERGREEN ESTATES	ZONING:	R-1
ISSUED TO:	NEKESHIA WARD	CONTRACTOR:	NEKESHIA WARD
ADDRESS:	907 AMBER TRAIL	PHONE:	
CITY, STATE ZIP:	MONROE GA 30655	OWNER:	
PHONE:		PHONE:	
PROP.USE:	RESIDENTIAL	DATE ISSUED:	12/11/2023
VALUATION:	\$ 0.00	EXPIRATION:	6/08/2024
SQ FT:	0.00		
OCCP TYPE:			
CNST TYPE:			
INSPECTION REQUESTS:	770-207-4674 lwilson@monroega.gov		

FEE CODE	DESCRIPTION	AMOUNT
PZ-09	CONDITIONAL USE PERMIT	\$ 300.00
FEE TOTAL		\$ 300.00
PAYMENTS		\$ -300.00
BALANCE		\$ 0.00

NOTES:

The Planning Commission will hear and make recommendation on this request for a Conditional Use Permit for a Childcare Home on December 19, 2023 at 5:30pm. The Monroe City Council will hear and make a decision on this request on January 16, 2024 at 6:00pm. Both meetings will be held in the Council Chambers at City Hall; 215 N. Broad St. Monroe, GA 30655

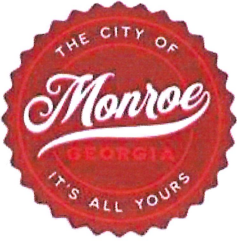
NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK IS STARTED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISION OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Shane E. Ward
(APPROVED BY)

12/11/23
DATE



RECEIVED
#2805

99

CITY OF MONROE

CONDITIONAL USE APPLICATION

CONDITIONAL USE LOCATION & DESCRIPTION

Address: 907 Amber trail

Parcel #: NM03A121 Council Districts: 1 / 7

Zoning: R1 Acreage/Square Feet: 0.34

Type of Conditional Use Requested: Family Child Care Learning Home

PROPERTY OWNER & APPLICANT INFORMATION

Property Owner: Nekeshia Brooks Ward Phone #: 678-793-5362

Address: 907 Amber trail City: Monroe State: Ga Zip: 30655

Applicant (If different than owner): _____ Phone #: _____

Address: _____ City: _____ State: _____ Zip: _____

CONDITIONAL USE INFORMATION

Describe the nature of the proposed use, including without limitation the type of activity proposed, number of occupants and/or employees, hours of operation, number of vehicle trips, water and sewer use, and similar matters (1425.1(1)(b)): I would like to operate a Family child care Learning Home from this location with no more than 6 children enrolled and one employee. The hours of operation would be Monday thru Friday, 7am - 7pm. Childcare services would be provided for children ages birth - 12 years old.

Describe the location of the proposed structure(s) or use(s) and its relationship to existing adjacent uses or structures, and use of adjacent properties (1412.1(1)(c)): The first floor of the two-story home would be where the Family Childcare Learning Home would be located.

CONDITIONAL USE INFORMATION CONT.

Describe the area, dimensions and details of the proposed structure(s) or uses(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 (1425.1(1)(d)): The

Structure is the owner's residential home. The home has a privacy fence that would accommodate gross motor activities, and the residential driveway would be used for parking.

Select all existing utilities available and/or describe proposed utilities (1425.1(1)(e)):

☒ City Water ☐ Private Well ☒ City Sewer ☐ Septic Tank ☐ Electrical ☒ Gas ☐ Telecom

REQUIRED SUBMITTAL ITEMS

- | | |
|---|--|
| <input checked="" type="checkbox"/> Completed Application | <input checked="" type="checkbox"/> Site Plan; Drawn to scale |
| <input checked="" type="checkbox"/> Fee (see Fee Schedule) | <input checked="" type="checkbox"/> Deed |
| <input checked="" type="checkbox"/> Survey Plat | <input checked="" type="checkbox"/> Proof of all property taxes paid in full |
| <input checked="" type="checkbox"/> Typed Detailed Description of the Request | <input type="checkbox"/> Other information as required by Code Enforcement |

I HEREBY CERTIFY THAT I HAVE EXAMINED AND UNDERSTAND ALL INFORMATION ON THIS APPLICATION AND THAT THE ABOVE STATEMENTS AND INFORMATION SUPPLIED BY ME ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING WORK TO BE PERFORMED SHALL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. APPLICANT HERBY AUTHORIZES THE 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: Yolanda B. Ward DATE: 10/30/23

A PUBLIC NOTICE SIGN WILL BE PLACED ON THE SUBJECT PROPERTY PRIOR TO THE PUBLIC HEARING AND REMOVED BY THE CODE DEPARTMENT. THE PUBLIC NOTICE SIGN MUST REMAIN ON THE SUBJECT PROPERTY UNTIL AFTER THE CITY COUNCIL MEETING DECIDES THE MATTER.

PROPERTY OWNER'S AUTHORIZATION SIGNATURE IF NOT THE APPLICANT

SIGNATURE: _____ DATE: _____

NOTARY PUBLIC:

SWORN TO AND SUBSCRIBED BEFORE THIS 30th DAY OF October, 20 23

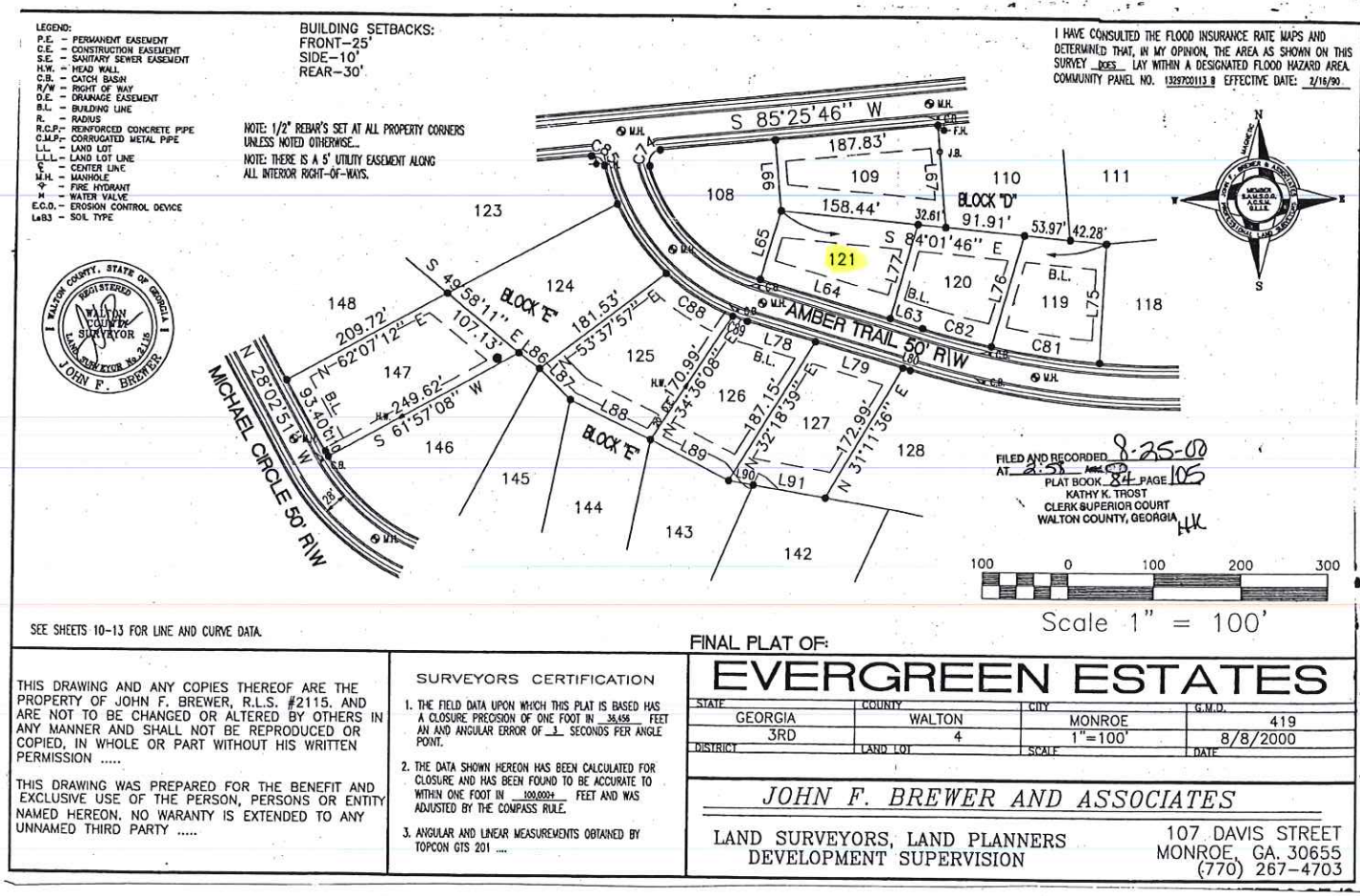
NOTARY SIGNATURE: Laura E. Wilson

DATE: 10/30/23

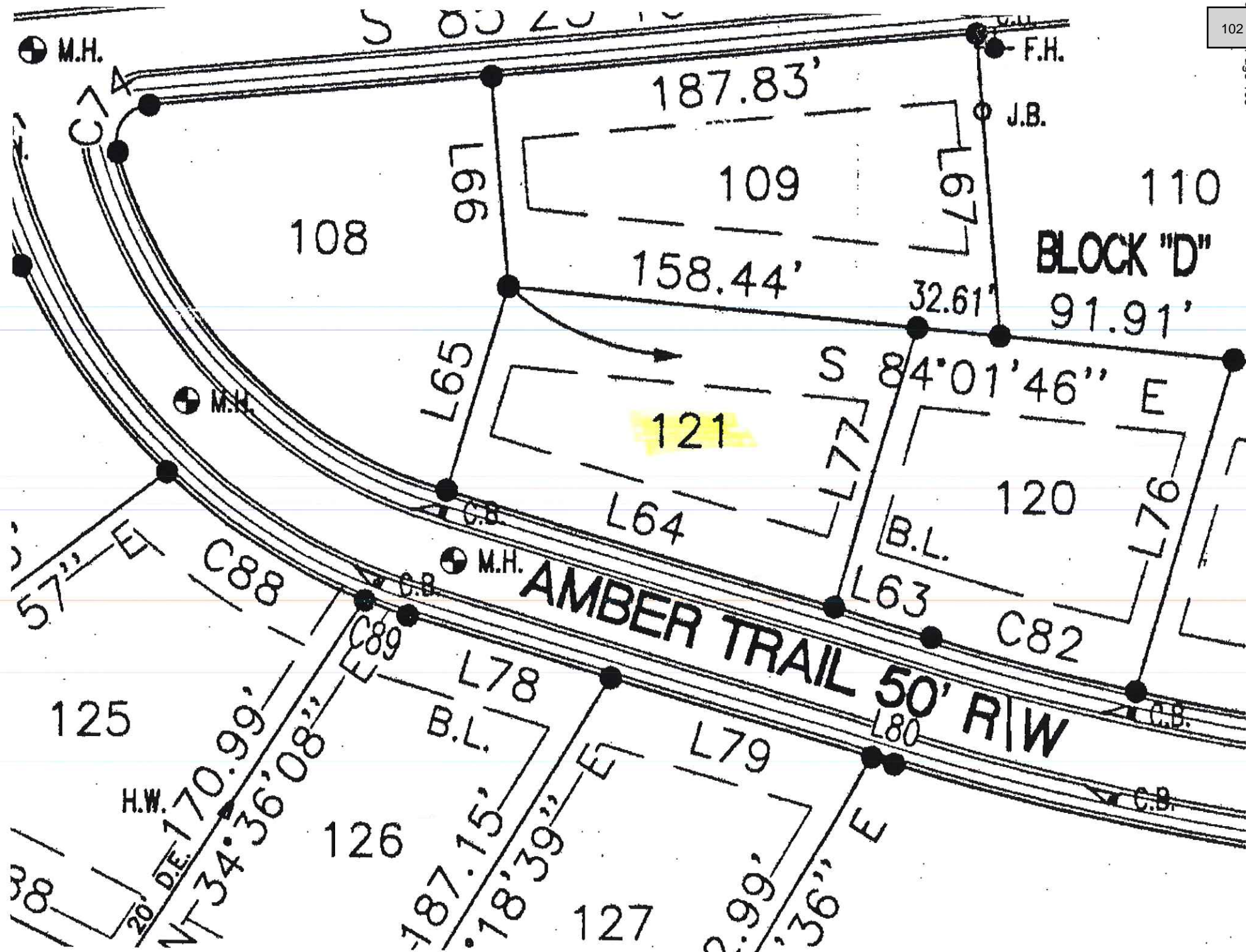
SEAL:



It is the responsibility of the applicant and not the staff to ensure that a complete application with all required materials are submitted. Applications and submittals found to be incomplete and incorrect will be rejected. Each applicant is responsible for compliance with the Disclosure of Campaign Contributions and/or Gifts outlined in Section 1450 of the Zoning Ordinance.



(CONTINUED)



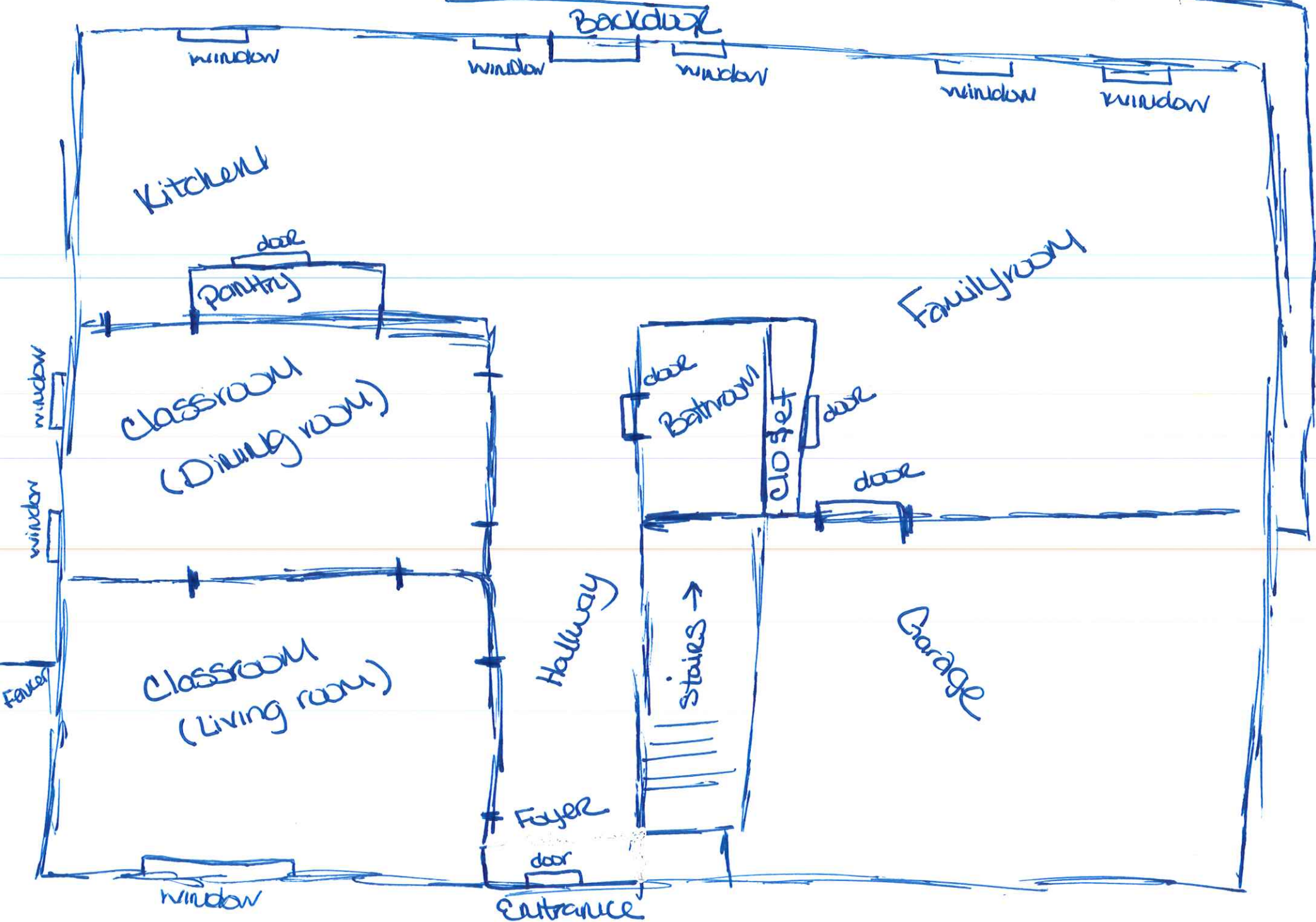
Description of Business Request

I would like to operate a Family Child Care Learning Home from 907 Amber Trail, Monroe, GA 30655. The structure is the owner's residential home. It would be located on the first floor of the two-story home. The homes privacy fence would accommodate gross motor activities, while the residential driveway would be used for parking. Parking would be limited to 2-3 cars at a time and will not interfere with normal residential street operations. This childcare service would have no more than 6 children at a time with one employee. The childcare would accommodate children ages' birth – 12 years old. The hours of operation would be Monday thru Friday from 7 a.m. - 7 p.m.

Site Plan

Fence

104





To: City Council
From: Brad Callender, Planning & Zoning Director
Department: Planning & Zoning
Date: 1/3/2024
Subject: Development Impact Fee Transmittal Hearing

Budget Account/Project Name: N/A
Funding Source: N/A
Budget Allocation: N/A
Budget Available: N/A
Requested Expense: N/A **Company of Record:** N/A

Description:

The next step in the consideration of the adoption of Development Impact Fees requires the City Council to authorize the transmission of the Capital Improvements Element and Impact Fee Study to the Northeast Georgia Regional Commission and Department of Community Affairs for official review.

Background:

The Comprehensive Plan adopted in June 2022 includes a community work program goal to explore the adoption of Impact Fees. Marilyn Hall from Hall Consulting presented background information and a public hearing was held at the April 11, 2023 City Council meeting to discuss Impact Fee Methodology. A Development Impact Fee Advisory Committee was required to be established. The City Council appointed 5 Monroe citizens to the committee: Carole Queen, Clairissa Pequignot, Chad Draper, Nathan Farmer, and Jennifer Mata. The committee met on June 28, 2023 and August 16, 2023. The Georgia Development Impact Fee Act and the Standards and Procedures for Local Comprehensive Planning requires the preparation of a Capital Improvement Element and Impact Fee Study to be reviewed and approved by the Northeast Georgia Regional Commission and the Georgia Department of Community Affairs. Hall Consulting has completed their preparation of the Capital Improvement Element and Impact Fee Study. The Development Impact Fee Committee completed their review and recommendation for the study on August 16, 2023.

Recommendation:

At the second meeting of the Development Impact Fee Committee on August 16th, 2023, the committee made a recommendation to the City Council that Development Impact Fees would benefit the City. The Committee further recommends the City Council proceed with the next step of the process to adopt Impact Fees and to transmit the Capital Improvements Element and Impact Fee Study to the Northeast Georgia Regional Commission and the Georgia Department of Community Affairs for official review.

Attachment(s):

Hall Consulting Presentation
 Capital Improvements Element & Impact Fee Study
 DCA Transmittal Resolution

CITY OF MONROE RESOLUTION

A RESOLUTION AUTHORIZING TRANSMITTAL OF THE DRAFT CITY OF MONROE CAPITAL IMPROVEMENTS ELEMENT AND IMPACT FEE STUDY FOR REVIEW BY THE NORTHEAST GEORGIA REGIONAL COMMISSION AND DEPARTMENT OF COMMUNITY AFFAIRS BY THE MAYOR AND COUNCIL OF THE CITY OF MONROE, GEORGIA

WHEREAS, the City of Monroe has prepared a Capital Improvements Element;

WHEREAS, this document was prepared according to the Georgia Development Impact Fee Act and the Standards and Procedures for Local Comprehensive Planning effective October 1, 2018 as established by the Georgia Planning Act of 1989; and

WHEREAS, the required public hearings were held on April 11, 2023 and on January 9, 2024; and

WHEREAS, a Development Impact Fee Advisory Committee composed of five members appointed by the governing authority of the municipality and at least 50 percent of the membership represented the development, building, or real estate industries advised the City on development of this document; and

WHEREAS, The Northeast Georgia Regional Commission and the Georgia Department of Community Affairs must review the draft Capital Improvements Element and Impact Fee Study to ensure consistency with neighboring jurisdictions, consistency with regional plans, and verify compliance with the Georgia Development Impact Fee Act and the Georgia Minimum Standards and Procedures for Local Comprehensive Planning;

BE IT THEREFORE RESOLVED, that the Mayor and City Council of the City of Monroe hereby transmit the City of Monroe Capital Improvements Element and Impact Fee Study to the Northeast Georgia Regional Commission and the Georgia Department of Community Affairs for official review.

ADOPTED on this 9th day of January, 2024.

CITY OF MONROE, GEORGIA

By: _____ (SEAL)
John S. Howard, Mayor

Attest: _____ (SEAL)
Beverly Harrison, Interim City Clerk

CAPITAL IMPROVEMENTS ELEMENT & IMPACT FEE STUDY

CITY OF MONROE, GEORGIA

AN ELEMENT OF THE COMPREHENSIVE PLAN

DRAFT

Preliminary Draft January 4, 2024

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Introduction

This document is an element of City of Monroe’s comprehensive plan, known formally as the Capital Improvements Element (CIE). The CIE also includes the City’s Impact Fee Study. An impact fee study is a comprehensive assessment conducted to determine the maximum amount of impact fees to be imposed on new developments or construction projects. Impact fees are charges levied by local governments or municipalities on developers or builders to mitigate the impact of new development on public infrastructure and services.

Capital Improvements Element

In the state of Georgia, a Capital Improvements Element (CIE) is a component of the Comprehensive Plan that outlines the long-term capital improvement needs and priorities of a local government or municipality. The CIE provides a framework for planning and funding the development, expansion, or enhancement of public infrastructure and facilities within the jurisdiction. In the State of Georgia, a city must have a CIE within its Comprehensive Plan to legally charge impact fees. Georgia state code provides enabling legislation for municipalities and counties to charge an impact fee on new development for the projected new demand of certain public facilities¹.

The CIE focuses specifically on the identification, prioritization, and scheduling of public infrastructure projects and facilities. It serves as a roadmap for addressing the community's long-term needs in areas such as transportation, parks and recreation, public safety facilities, and other essential infrastructure. The Comprehensive Plan serves a different, but related purpose. The Comprehensive Plan guides the physical, social, and economic development of a city. It typically includes various elements, such as land use, transportation, housing, and the Capital Improvements Element. During the development of the 2022 Comprehensive Plan, Monroe created a short-term work program (STWP). This program provides a listing of activities the City desires to undertake over the next five years. The Capital Improvement Element (CIE) looks at the activities associated with developing significant infrastructure for the 2022 Comprehensive Plan. The CIE must be updated annually, and must be included in the Comprehensive Plan Update in 2027.

The CIE identifies specific capital projects that are necessary to support the community's development goals. These projects may include road expansions, park improvements, or public facility expansions. The projects are prioritized based on factors such as urgency, community needs, available funding, and potential impact on the community. The CIE also addresses funding strategies for implementing the identified projects. It may outline potential funding sources, such as impact fees, grants, bonds, public-private partnerships, or dedicated revenue streams. The CIE helps guide the local government in budgeting and securing the

¹ O.C.G.A. §36-71-1 (a) chapter shall be known and may be cited as the “Georgia Development Impact Fee Act.”

necessary funds to carry out the capital projects.

Once the CIE is adopted as part of the Comprehensive Plan, it serves as a policy document for decision-making related to infrastructure investments. The local government can refer to the CIE when making budgetary decisions, applying for grants, or seeking partnerships with other entities to advance the identified capital projects. By having the CIE within the Comprehensive Plan, The City of Monroe can legally impose Impact Fees.

Impact Fee Study

The purpose of an impact fee study is to evaluate the current and future needs of public facilities and services, such as roads, parks, libraries, and public safety, within a specific service area. The study analyzes the anticipated growth and development patterns in the area and estimates the additional demand that new development will place on existing infrastructure. The Development Impact Fee Act (DIFA) provides the requirements for the calculation of fees, expenditure of fees and the administrative and accounting needs of an impact fee program. Key components of an impact fee study include:

Demographic analysis: Assessing the population growth, employment trends, and housing projections for the area. These assessments can be found in the City's 2022 Comprehensive Plan Update. The analysis and projections in the Impact Fee Study are based on the 2022 Comprehensive Plan.

Infrastructure assessment: Evaluating the existing capacity of public facilities and services and determining the level of service required to meet the needs of the projected population. It specifies capital improvements for which development impact fees will be charged within the city. Those facilities are parks, fire protection, police, roads, and library.

Cost estimation: Estimating the cost of providing or expanding public infrastructure and services to accommodate future growth.

Impact fee calculation: Determining the appropriate fee structure and rates based on the anticipated impact of new development on public facilities. The fees should be proportionate to the impact caused by the development. The fee should also include a credit for anticipated tax and user fee revenue generated by the new development that could be used for infrastructure improvements.

Legal and policy considerations: Ensuring that the proposed impact fee program complies with applicable laws, regulations, and local policies. More information on Impact Fees in Georgia is presented in the next section.

Public input: Seeking input and feedback from developers, builders, residents, and other stakeholders through public hearings and advisory committee meetings.

Once the impact fee study is completed, the findings and recommendations are typically presented to the local government for review and adoption. The fees established based on the study's recommendations are then imposed on new development projects to help fund the necessary infrastructure improvements and mitigate the impacts caused by growth.

Methodology and Approach

To support a development impact fee program, the CIE of the comprehensive plan must meet state administrative rules for Capital Improvements Elements (CIEs).² The rules require that for each facility included in the development impact fee program, the following must be included:

- a service area must be established;
- a quantifiable level of service (LOS) standard must be specified;
- long-term needs (demands) shall be assessed; and
- a schedule of improvements identifying projects to be funded with impact fees during the next five years must be submitted and then updated annually after its adoption.

The methodology in this report considers all the above requirements. There is a chapter for each impact fee supported category of facilities that walks through the fee calculation. The methodology for an example facility is presented in easy-to-follow detail in Appendix 1.

Credits

An important restriction on an impact fee program is that new growth and development cannot be charged more in impact fees than their 'fair share' of the cost of funding the public facilities needed to serve that new growth. The calculation of that 'fair share' is intrinsic to the impact fee calculations carried out in the chapters addressing each public facility category in this report. This includes providing credit for the future contributions in taxes and user fees from the new development that will be available for funding these public facilities³. Other credits may also be applicable to development for providing system improvements directly⁴.

² Rules of Georgia Department of Community Affairs, Chapter 110-12-2, Development Impact Fee Compliance Requirements

³ 36-71-4. Calculation of fees. (r) Development impact fees shall be calculated on a basis which is net of credits for the present value of revenues that will be generated by new growth and development based on historical funding patterns and that are anticipated to be available to pay for system improvements, including taxes, assessments, user fees, and intergovernmental transfers.

⁴ 36-71-7. Credit for present value of construction accepted by municipality or county from developer. (a) In the calculation of development impact fees for a particular project, credit shall be given for the present value of any construction of improvements or contribution or dedication of land or money

The net present value of General Fund, LOST and SPLOST Tax Credits for capital improvement expenditures are credited towards the impact fee calculation. To the extent that credits are due, they are subtracted from the impact fee calculation for each of the public facility chapters: Parks, Fire Protection, Police, Transportation, and Libraries. This credit is provided to avoid double charging a new resident or business owner for the same facility, once through impact fee and a second time through general taxation.

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required or accepted by a municipality or county from a developer or his predecessor in title or interest for system improvements of the category for which the development impact fee is being collected. Credits shall not be given for project improvements.

Demographics and Projections

Monroe has grown and changed rapidly over the last decades. Continued growth is expected, and projections from the Comprehensive Plan reflect this anticipated growth. Table 1 shows the forecasted population, housing, and employment forecasts for the City of Monroe and Walton County for the 20-year planning period. It also shows the growing share of the County's population, housing, and employment expected within the City of Monroe.

The population forecast for 2043 is more than 26,000 people—an additional 63% of the number of people in the city today. Housing for this future population growth will increase at a faster rate, yielding a 2043 housing stock of more than 11,000 units of all types of housing, adding about 4,700 units to the existing housing supply. The Comprehensive Plan forecasts employment in the city to increase dramatically, adding over 9,620 (130%) to the number of jobs in Monroe today. (Table 2)

TABLE 1: GROWTH FORECASTS

Year	Population			Housing Units			Employment		
	Walton County	Monroe	%	Walton County	Monroe	%	Walton County	Monroe	%
2023	102,282	16,104	16%	38,997	6,656	17%	41,282	7,418	18%
2024	104,151	16,496	16%	39,606	6,832	17%	42,280	7,899	19%
2025	106,021	16,888	16%	40,215	7,007	17%	43,277	8,380	19%
2030	118,235	21,688	18%	43,329	9,113	21%	47,774	10,785	23%
2035	125,822	23,079	18%	46,450	9,821	21%	52,445	13,190	25%
2040	136,642	25,079	18%	49,535	10,803	22%	57,288	15,595	27%
2043	142,937	26,224	18%	51,386	11,362	22%	60,194	17,038	28%

TABLE 2: POPULATION, HOUSING, & EMPLOYMENT, 2023 vs 2043

Year	Population		Housing Units		Employment	
	Walton County	Monroe	Walton County	Monroe	Walton County	Monroe
2023	102,282	16,104	38,997	6,656	41,282	7,418
2043	142,937	26,224	51,386	11,362	60,194	17,038
Increase	40,655	10,120	12,389	4,706	18,912	9,620
% Increase	40%	63%	32%	71%	46%	130%

Day/Night Population

The term "day/night population" refers to the sum of population and employment of an area. It is used to estimate system facility needs for fire protection, police, and transportation. These facilities are available 24/7 and are impacted by fluctuation in population that occurs due to several factors such as commuting, work patterns, and residential areas. The day/night population considers both the residents who are present during the day and those who leave for work or other activities, as well as the influx of non-residents who come into the area for work, shopping, tourism, or other purposes. This population estimation is crucial to assess population dynamics throughout the day to effectively allocate resources and plan for the needs of a particular area. Day/Night population is used to forecast the demand for 24/7 service, including Fire Protection, Police, and Transportation.

Table 3 shows that the day/night population is expected increase by 84% in Monroe over the next 20 years.

TABLE 3: DAY/NIGHT POPULATION

Year	Walton County	Monroe
2023	143,564	23,522
2024	146,431	24,395
2025	149,298	25,268
2030	166,009	32,473
2035	178,267	36,269
2040	193,930	40,674
2043	203,131	43,262
2023 vs 2043 increase	59,567	19,740
2023 vs 2043 increase	41%	84%

Impact Fee Calculations

Impact Fees are calculated using the incremental cost approach with the exception for police facilities. The incremental approach estimates cost in today's dollars for future facility needs. Since police facilities are adequate for future needs, no new facilities are planned for the next 20 years. As such, the police impact fee is calculated using the buy-in approach. This method allows recouping existing capacity cost from new development that has already been paid for. The fees collected will be used to pay off debt and reimburse the city for the purchase and construction of the current police facilities. Appendix 1 provides a detailed explanation of the calculation methodology.

The impact fee calculations also include a credit for future revenues generated by new development that would be used for system facilities. Appendix 2 provides for the detailed explanation of the credit applied to the overall impact fee.

The following sections show the calculations used to develop the maximum impact fees for each service in Monroe's Impact Fee Program: Parks, Fire Protection, Police, Transportation, and Library.

Parks

The City of Monroe recently took responsibility for local parks from Walton County making them responsible for ten parks. The city recently completed a master plan for its park system. The park system consists of ten parks of various sizes.

Service Area

The City's parks complement the County parks by offering local passive recreation and neighborhood scale parks for local residents. Demand for park services within the city limits is almost exclusively related to the city's resident population. Businesses make some use of parks, but the use is incidental compared to that of the families and individuals who live in the city. Thus, the park system impact fee applies to the entire city and is planned for future residential growth.

Level of Service

This study utilizes an approach that considers land, recreational facilities, and other improvements in measuring the LOS. The determination of the LOS standards begins with an inventory of existing facilities.

Table 4 shows land and amenities of the City of Monroe Park system.

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TABLE 4: EXISTING PARK FACILITIES

Park Amenity	Amount	Unit
Land	238.67	Acres
Playgrounds	4	Qty
Buildings*	4,756	Sq Ft
Fields	4	Qty
Pavilions	1,800	Sq Ft
Basketball Courts	1	Qty
Tennis Courts	6	Qty
Dog Parks	1	Qty
Tot Lots	1	Qty
Community Gardens	1	Qty
Trail Miles	1.23	Miles

*Building square footage includes three restroom buildings and the Art Guild building.

Table 5 includes the LOS per dwelling unit. It is calculated by dividing the unit of measure for the amenity by existing dwelling units (6,656).

TABLE 5: EXISTING LOS FOR PARKS

Park Amenity	Existing LOS	Unit per DU
Land**	0.0359	Acres
Playgrounds*	0.0006	Qty
Buildings**	0.7145	Sq Ft
Fields**	0.0006	Qty
Pavilions**	0.27042	Sq Ft
Basketball Courts*	0.0002	Qty
Tennis Courts*	0.0009	Qty
Dog Parks*	0.0002	Qty
Tot Lots*	0.0002	Qty
Community Gardens*	0.0002	Qty
Trail Miles*	0.0002	Miles
*LOS standards for these items are from the Park System Master Plan.		
**LOS for these items is equal to the current LOS		

Future Demand

According to the Monroe’s Parks Master Plan, the city is not currently meeting the desired LOS for some park amenities. The desired LOS is shown in the table below alongside the current LOS. Note that the desired LOS for park land, fields, and buildings are the same as the current.

TABLE 6: DESIRED LOS FOR PARKS

	Existing LOS	Desired LOS	Unit per DU
Land**	0.0359	0.0359	Acres
Playgrounds*	0.0006	0.0011	Qty
Buildings**	0.7145	0.7145	Sq Ft
Pavilions**	0.27042	0.27042	Sq Ft
Fields**	0.0006	0.0006	Qty
Basketball Courts*	0.0002	0.0007	Qty
Tennis Courts*	0.00090	0.00094	Qty
Dog Parks*	0.0002	0.0003	Qty
Tot Lots*	0.0002	0.0004	Qty
Community Gardens*	0.0002	0.0003	Qty
Trail Miles*	0.0002	0.0005	Miles

*LOS standards for these items are from the Park System Master Plan.

**LOS standards for these items are equal to existing LOS

The Desired LOS is used to calculate Future Demand by multiplying the Desired LOS by the total housing units in the future. Impact Fees cannot include value related to addressing any current deficits. Instead, Impact Fees paid by new development are for the new development’s proportionate share of new park facilities at the targeted LOS.

TABLE 7: PARKS DESIRED LEVEL OF SERVICE

	Desired LOS	Current LOS (2023)	Needs (2043)	Current Qty/Acres/ Sq Feet	Additional needed	Deficit Existing	New Development Proportionate Share
New Growth	4,705						
Total Dwelling Units	11,362	6,656					
Target LOS Land**	0.0359	0.0359	407.39	238.67	168.72	0	168.7206
Target LOS Playgrounds*	0.0011	0.0006	12.43	4	8.429	3.2815	5.1474
Target LOS Buildings	0.7145	0.7145	8,118.11	4,756.00	3,362.11	0	3,362.11
Target LOS Pavilions*	0.2704	0.2704	3,072.46	1,800.00	1,272.46	0.0000	1,272.4558
Target LOS Fields	0.0006	0.0006	6.83	4	2.828	0	2.8277
Target LOS Basketball Courts*	0.0007	0.0002	7.67	1	6.667	3.4917	3.1753
Target LOS Tennis Courts	0.00094	0.0009	10.73	6	4.732	0.2872	4.4445
Target LOS Dog Parks*	0.0003	0.0002	3.14	1	2.136	0.8371	1.2987
Target LOS Tot Lots*	0.0004	0.0002	4.48	1	3.481	1.6252	1.8558
Target LOS Community Gardens*	0.0003	0.0002	3.96	1	2.962	1.3213	1.641
Target LOS Trail Miles**	0.0005	0.0002	5.12	1.23	3.891	1.77	2.1208

*LOS standards for these items are from the Park System Master Plan.

**LOS standards for these items are equal to existing LOS

Future Cost

Table 8 shows the estimated costs of impact fee park eligible amenities.⁵ The table uses the Units needed per DU from Table 7 to calculate the cost of needed amenities. There are an estimated \$12,537,311 in park amenities or park expansions that are needed for the City. The Parks Master Plan shows that the City currently has a deficit in some amenities. (The deficits are shown in Table 7.) Impact fees cannot be used to make up for current deficiencies. Table 9 shows the cost of amenities that are attributable to new development, \$10,786,570.

TABLE 8: COST OF ALL NEEDED PARK FACILITIES

	Units needed for future population, including current residents		Cost per unit	Cost of needed amenities
Land	168.72	Acres	\$40,000	\$6,748,823
Playgrounds	8.43	Qty	\$313,246	\$2,640,310
Buildings	3,362.11	Sq Ft	\$243	\$816,676
Pavilions	1,272.46	Sq Ft	\$89	\$113,814
Fields	2.83	Qty	\$64,157	\$181,416
Basketball Courts	6.67	Qty	\$19,247	\$128,321
Tennis Courts	4.73	Qty	\$115,483	\$546,430
Dog Parks	2.14	Sq Ft	\$10,000	\$21,358
Tot Lots	3.48	Qty	\$125,299	\$436,166
Community Gardens	2.96	Qty	\$30,000	\$88,870
Trail Miles	3.89	Mile	\$209,503	\$815,127
Total				\$12,537,311

⁵ Land cost was estimated based on recent land sales and consultation with the City. Playground, fields, basketball, tennis, and tot lot cost estimate based on <https://content.ces.ncsu.edu/cost-analysis-for-improving-park-facilities-to-promote-park-based-physical-activity>, accessed 7/26/2023 indexed to 2023 costs. Building cost based on cost of buildings at Mathews and Pilot Parks. Trail Miles, Dog Park, and Community Gardens cost estimates provided by the City. Pavilion cost based on Pavilion costs at Mathews Park.

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TABLE 9: COST OF NEEDED FACILITIES ATTRIBUTABLE TO NEW DEVELOPMENT

	Units needed for new developments		Cost per unit	Cost
Land	168.72	Acres	\$40,000	\$6,748,823
Playgrounds	5.15	Qty	\$313,246	\$1,612,406
Buildings	3,362.11	Sq Ft	\$243	\$816,676
Pavilions	1,272.46	Sq Ft	\$89	\$113,814
Fields	2.83	Qty	\$64,157	\$181,416
Basketball Courts	3.18	Qty	\$19,247	\$61,115
Tennis Courts	4.44	Qty	\$115,483	\$513,267
Dog Parks	1.3	Sq Ft	\$10,000	\$12,987
Tot Lots	1.86	Qty	\$125,299	\$232,530
Community Gardens	1.64	Qty	\$30,000	\$49,230
Trail Miles	2.12	Mile	\$209,503	\$444,306
Total				\$10,786,570

TABLE 10: PARK COSTS ATTRIBUTABLE TO NEW DEVELOPMENT

New Development Impact	\$10,786,570	
New Dwelling Units	4,705	
	\$2,292	Cost per DU

Credits

Impact fees must include a credit for future contributions from new development to system facility funding based on historical funding patterns. The credit calculated in Table 11 below will be subtracted from the total cost calculated in the Future Cost section above. A detailed explanation of the Credit Calculation is presented in Appendix 2.

TABLE 11: PARKS CREDIT CALCULATION

Projection of Future Growth Contributions to Library Facilities FY24 - FY43		
Taxes (new)	\$966,498	current dollars (new)
New DU's	4,705	Units
Credit per DU	\$205.40	Credit towards library impact fee

Parks Impact Fee Result

The resulting impact fee is \$2,292 facility cost - \$205.40 credit = \$2,087 per housing unit added. A schedule of fees by land use is provided in Appendix 3.

Fire Protection

The City of Monroe Fire Department provides fire protection and rescue services throughout the City and operates out of one station located at 139 S. Madison Ave.

Service Area

The Monroe Fire Department serves the entire city of Monroe.

Level of Service

The City's fire station is a 9,898 square foot building. They currently have 3 fire engines and one ladder truck.

TABLE 12: FIRE PROTECTION EXISTING FACILITIES AND HEAVY EQUIPMENT

Description	Square Feet Building	QTY
Fire Station	9,898.00	
Fire Engines		3
Ladder Truck		1
	9,898	4

The current LOS is shown in Table 13 below and is based on day/night population. The LOS for fire protection is calculated by dividing the unit of measure for the amenity by day/night population.

TABLE 13: EXISTING LOS FOR FIRE PROTECTION

Existing Day/Night Population	23,522
Engines per Day/Night Population	0.0001275
Ladder Trucks per Day/Night Population	0.0000425
Square Feet per Day/Night Population	0.42

Future Demand

The Current Level of Service is used to calculate Future Demand for fire protection services by multiplying the Current Level of Service by the projected increase in day/night population. Maintaining the LOS into the future assumes that there is currently no deficit in service and that new development is responsible for new stations and equipment. Table 14 below shows that three new engines, one new ladder truck, and 8,307 additional square feet of station are needed to serve new development.

TABLE 14: FIRE PROTECTION LOS TO SERVE NEW GROWTH

	Projection (2043)	Current	Needs	Deficit Existing	New Development Proportionate Share
Total Day/Night Pop	43,262	23,522	19,740		
Target LOS Engines	0.0001275	0.0001276			
Target LOS Ladder Trucks	0.0000425	0.00004251			
Target LOS Square Feet	0.42	0.42			
Engines Needed	6	3	3	0	3
Ladder Trucks Needed	2	1	1	0	1
Space Needed (sq ft)	18,205	9,898	8,307	0	8,307

Future Costs

It is estimated that a new fire station will cost about \$550 per square foot. This is based on recent construction of similar facilities in Georgia, national trends, and the Turner Price Index.

TABLE 15: FIRE PROTECTION COST OF NEW FACILITIES AND HEAVY EQUIPMENT

	Size/Amt		Cost/Unit
New Station Construction Cost	1	Sq ft	\$550
New Engine Cost	1	unit	\$613,415
New Ladder Truck Cost	1	unit	\$1,300,000
Sources: Recent construction in Southern Pines NC and Milton GA and the Turner Price Index - 2023 turnerconstruction.com/cost-index , accessed 6/23/2023			

Cost per day/night population for fire station floor space, engines, and ladder trucks are calculated by multiplying the additional units needed per person by the cost per unit.

TABLE 16: FIRE PROTECTION COSTS PER DAY/NIGHT POPULATION

	Engines	Ladder Trucks	Floor Space	Total
Additional units needed for future day/night population	2.52	0.84	8306.71	
Additional units needed for each new day/night population	0.000128	0.000043	0.420798	
Cost per unit	\$613,415	\$1,300,000		
Cost per unit			\$550.00	
Cost per day/night population	\$78.24	\$55.27	\$231.44	\$364.94

Credit

DIFA requires the impact fee include a credit for future contributions from new development to system facility funding based on historical funding patterns. The credit calculated in Table 17 below will be subtracted from the total cost calculated in the Future Cost section above.

TABLE 17: FIRE PROTECTION CREDIT CALCULATION

Projection of Future Growth Contributions to Fire Services FY24-FY43		
Taxes (new)	\$509,307	current dollars (new)
Addition Day/Night Pop	19,740	employees/residents
Credit per new emp/res	\$25.80	Credit towards fire impact fee

Fire Protection Impact Fee Result

The resulting impact fee is \$364.94 facility cost - \$25.80 credit = \$339.14 per new person added to the day/night population. A schedule of fees by land use is provided in Appendix 3.

Police & Courts

The new City of Monroe Police and Courts building is located in a 96,400 square foot building. The building is an adaptive reuse of a defunct shopping mall. Impact fees for Police and Municipal Court will be calculated using the buy-in approach. The LOS will be based on square footage and day/night population, but the fee will recover the cost of excess capacity that will serve future residents.

Service Area

The Monroe Police and Municipal Courts serve the entire city of Monroe.

Level of Service

The City’s Police and Municipal Court facility currently utilizes 35,100 square feet of the 96,400 square foot building. There are 61,300 square feet of vacant space in the building. Table 18 shows the existing LOS is 1.49 square feet per day/night population.

TABLE 18: INVENTORY OF EXISTING POLICE & COURTS FACILITIES

Description	Occupied Square Feet
Police/Court Building	35,100
Existing Day/Night Population (2023)	23,522
Square Feet per Day/Night Population	1.49

Future Demand

The Police and Municipal Courts Building was acquired in 2022. The City purchased and designed the facility so it would accommodate its future needs through 2043. As such, the LOS goal for the Police and Municipal Courts building is the future day/night population divided by the square footage of the current facility.

Table 19 shows the desired LOS at the end of the planning period is .81 square feet per day/night population.

TABLE 19: TARGET LOS FOR POLICE & MUNICIPAL COURTS

	Projection (2043)	Current (2023)
New Growth	19,740	

Total Day/Night Pop	43,262	23,522
Target LOS Square Feet*	0.81	1.49
Space Needed (sq ft)	35,100	35,100
*Target LOS = future day/night population / current square feet.		

Buy In Approach for New Development

The Impact Fee for Police and Courts is calculated differently than for the other services. Police and Courts will utilize a buy-in approach because existing capacity is available for new development. The fee charged simply recoups previous investment by the community.

Table 20 shows that the existing facility cost \$118.75 per square foot to acquire. The desired LOS is 0.81 square feet per day/night population. Therefore, the cost per day/night population is \$96.35 per additional unit of day/night population. (New resident or employee)

TABLE 20: COST OF POLICE & COURTS ATTRIBUTABLE TO NEW DEVELOPMENT

Units needed per day/night population		0.81 sq feet
Cost per unit		\$118.75
Cost per day/night population		\$96.35

Credit

DIFA requires the impact fee include a credit for future contributions from new development to system facility funding based on historical funding patterns. The credit calculated in Table 21 below will be subtracted from the total cost calculated in the Future Cost section above.

TABLE 21: CREDIT CALCULATION FOR POLICE & COURTS

Projection of Future Growth Contributions to Police Services FY24-FY43		
Taxes (new)	\$570,399	current dollars (new)
Addition Day/Night Pop	19,740	employees/residents
Credit per new emp/res	\$28.90	Credit towards fire impact fee

Police Impact Fee Result

The resulting impact fee is \$96.35 facility cost - \$28.90 credit = \$67.45 per new person added to the day/night population. Fees collected to be directed to paying off new developments' proportionate share of facility debt. A schedule of fees by land use is provided in Appendix 3.

Transportation

The Georgia Development Impact Fee Act allows Impact Fees to be imposed for roads, streets, and bridges. This can include signals, right-of-way, and landscaping. Also, if there is a local component for state and/or federal highways, they can be included in the fee calculation. The LOS for Monroe's Impact Fees is determined by miles of road divided by day/night population.

Service Area

Roads, streets, and bridges serve the entire area within the city limits.

Level of Service

For the purposes of Impact Fees, there are two categories of local roads. *Excluded* local roads are development specific and paid for directly by developers to serve the development. Excluded local roads are within the service area, but not included in the lane mile needs for calculating the system-wide fee. They are shown in Table 22 to provide a complete picture of all the lane miles within the city of Monroe. Table 23 shows the existing lane miles for roads and streets in terms of linear miles per day/night population.

TABLE 22: EXISTING ROAD LANE MILES

Road Type	Current Lane Miles
Collector	18.19
Arterial	57.65
Local (Excluded)	82.6
Local (Included)	60
Total	218

The existing LOS for roads is shown in the table below.

TABLE 23: EXISTING LOS FOR ROADS

Road Type	Lane Miles per Day/Night Population
	Day/Night Population =23,522
Collector	0.0008
Arterial	0.0025

Local (Excluded)	0.0035
Local (Included)	0.0026

Future Demand

Table 24 shows the target LOS and future demand for roads. The Current Level of Service is used to calculate Future Demand for all roads except Included Local Roads. An important goal of the 2022 Comprehensive Plan is to improve connectivity throughout the city. This will require an increased LOS for Included Local Roads. Since the desired future LOS is higher than existing LOS, there is a deficit that cannot be paid for with Impact Fees. Future needs are calculated by multiplying the desired level of service by the projected increase in day/night population. As explained above, Excluded local roads are shown to illustrate the LOS, but will not be included in the Impact Fee. Maintaining the LOS into the future assumes that there is currently no deficit in service and that new development is responsible for all Collector and Arterial road miles, and their share of Included Local roads.

TABLE 24: TARGET LOS FOR ROADS

	Projection (2043)	Current	Needs	Deficit Existing	New Development Proportionate Share
New Growth	19,740				
Total Day/Night Pop	43,262	23,522	19,740		
Collector Target LOS Lane Miles	0.0008	18.19	35	0.63	34
Arterial Target LOS Lane Miles	0.0025	57.65	108	1.16	107
Excluded Local Target LOS Lane Miles	0.0035	82.60	151	0.00	151
Included Local Target LOS Lane Miles	0.0050	60.00	216	57.61	159
Lane Miles Needed	0.0118	218	510	59.39	451

Future Cost

The Unit Cost of one lane mile is \$209,503. Table 25 shows that the cost per additional unit of day/night population is \$3,180.54. The cost per day/night population for Roads is calculated by multiplying the additional units needed per person by the cost per unit.

TABLE 25: ROAD COSTS PER DAY/NIGHT POPULATION

	Lane Miles
Units needed per person	0.015
Cost per unit	\$209,503
Cost per day/night population	\$3,180.54

Credits

DIFA requires the impact fee include a credit for future contributions from new development to system facility funding based on historical funding patterns. The credit calculated in Table 26 below will be subtracted from the total cost calculated in the Future Cost section above. A detailed explanation of the Credit Calculation is presented in Appendix 2.

TABLE 26: TRANSPORTATION CREDIT CALCULATION

Projection of Future Growth Contributions to Road Facilities FY24 - FY43		
Taxes (new)	\$2,957,363	current dollars (new)
New Day/Night Population	19,740	Units
Credit per Person	\$149.81	Credit towards transportation impact fee

Transportation Impact Fee Result

The resulting impact fee is \$3,180.54 facility cost - \$149.81 credit = \$3,030.73 per new person added to the day/night population. A schedule of fees by land use is provided in Appendix 3.

Libraries

The Monroe-Walton County Library is located in the City of Monroe. The library is a unit of the Azalea Regional Library System. The library provides services to all residents of Walton County through a variety of information and materials, facilities and programs. Demand for library facilities is almost exclusively related to the county's resident population. Businesses make some use of public libraries for research purposes, but the use is incidental compared to that of the families and individuals who live in the county. Thus, a library services system impact fee is limited to future residential growth.

Service Area

Materials, facilities, and services of the Walton County library system are equally available to the county's population. The City's share of the library building is based on its proportionate share of dwelling units. In 2023 there were an estimated 38,997 housing units in Walton County and an estimated 6,656 housing units in Monroe. As shown in Table 27, Monroe's housing units make up 17.1% of the county's total. Therefore, the City is responsible for 17.1% of facility capital costs and Walton County is responsible for the remainder.

TABLE 27: MONROE'S SHARE OF WALTON COUNTY'S HOUSING UNITS

Year	Countywide Housing Units	City Wide Housing Units	Monroe's share of Housing Units
2023	38,997	6,656	17.1%

Level of Service

The Monroe-Walton County Library is a 12,539 square foot building. The current LOS for the City of Monroe is determined by dividing the City's share of square footage by the number of housing units in the City in 2023. These level of service calculations determine that the City of Monroe is responsible for providing .32 square feet of library for every Dwelling Unit.

TABLE 28: LIBRARY LOS

Existing Dwelling Units (DU) (2023)	6,656
Total Square Feet	12,539
Monroe's Share of Square Feet (17.1% of 12,539)	2,140
LOS to Monroe	0.32 sq ft per DU

Future Demand

The Current Level of Service is used to calculate Future Demand for library square footage between 2023 and 2043 by multiplying the Current Level of Service by the projected increase in housing units. Table 29 shows that an additional 1,513 square feet will be needed to serve new development.

TABLE 29: LIBRARY LOS AND PROPORTIONATE SHARE TO NEW DEVELOPMENT

	Projected conditions (2043)	Current Conditions (2023)	Additional needed	Current Deficit to meeting LOS goal	New Development Proportionate Share
Total Dwelling Units	11,362	6,656			
Target LOS Square Feet	0.3215	0.3215			
Space Needed (sq ft)	3,653	2,140	1,513	0	1,513

Future Cost

Total cost per dwelling unit is calculated by multiplying the needed square footage per dwelling unit, as calculated in Table 29 above with, the cost per square foot. The total cost to the city for library square footage is \$178.94 per dwelling unit. The building floor area needed to serve new growth identified above is 1,513 square feet. It is used to calculate the future cost to meet service demand, as shown in Table 30. Cost is based on the cost of renovation/addition to the O'Kelly Memorial Library as presented in the O'Kelly Memorial Library Feasibility Study prepared by McMillan, Pazda, Smith Architecture, in November 2021, escalated to 2023 with the Turner Price Index. The costs are shown in current dollars.

TABLE 30: LIBRARY COST PER DWELLING UNIT

	Floor Space
Units needed per DU	0.3215
Cost per unit	\$556.53
Cost per DU	\$178.94

Credits

Impact fees must include a credit for future contributions from new development to system facility funding based on historical funding patterns. The credit calculated in Table 31 below

will be subtracted from the total cost calculated in the Future Cost section above. A detailed explanation of the Credit Calculation is presented in Appendix 2.

TABLE 31: LIBRARY CREDIT CALCULATION

Projection of Future Growth Contributions to Library Facilities FY24 - FY43		
Taxes (new)	21,618	current dollars (new)
New DU's	4,705	Units
Credit per DU	4.59	Credit towards library impact fee

Library Impact Fee Result

The resulting impact fee is \$178.94 facility cost - \$4.59 credit = \$174.35 per housing unit added. A schedule of fees by land use is provided in Appendix 3.

Maximum Allowable Impact Fee Summary

The summary fee schedule presented in Table 32 shows the maximum impact fees that could be charged in the City of Monroe for the public facility categories included in this report, based on the calculations carried out in this report. The Impact Eligible Cost per Unit shown for each public facility category are drawn from that public facility category's section and reflect the reductions for any applicable credit based upon anticipated tax contributions from new development. A 3% fee for administration of the Impact Fee Program and for recoupment of the cost to prepare the CIE is added. Appendix 3 shows the detailed fee by type of development.

TABLE 32: MAXIMUM ALLOWABLE IMPACT FEE SUMMAR

Capital Improvement Category	Impact Fee Eligible Cost per Unit	Unit	3% Admin	Maximum Allowable Fee
Parks	\$2,087	Dwelling Unit	\$63	\$2,149.59
Fire	\$339	Net Fee per person added*	\$10	\$349.32
Police & Courts	\$67	Net Fee per person added*	\$2	\$69.47
Transportation	\$3,031	Net Fee per person added*	\$91	\$3,121.65
Library	\$174	Dwelling Unit	\$5	\$179.22
*Persons include residents and employees.				

Individual Fee Assessment

A landowner or developer may request an individual assessment when the average figures used in this Methodology Report do not apply to the specific project being proposed. This individual assessment determination will be made on alternate data available regarding the number of housing units or employment characteristics of the specific project, as applicable. Under the appeal procedures of the Development Impact Fee Ordinance, special circumstances can be considered and approved in modifying the fee for a particular project demonstrably differing from the average values used in this report.

Adoption of Reduced Impact Fees

The fee schedule above shows the maximum impact fees that could be adopted under State law. The City of Monroe may adopt the maximum fees for any given public facility category,

or could adopt a lower fee, as part of the Impact Fee Ordinance. In order to fulfill DIFA's requirement that new growth pay its fair, proportionate share, all fees in a particular public facility category could be reduced proportionally by the same percentage. Individual land use categories within the particular public facility category cannot be individually reduced or deleted.

Exemptions

Exemptions from the established impact fee amounts on the adopted Impact Fee Schedule can be adopted by the Board of Commissioners for development that encourages affordable housing or represents "extraordinary economic or employment growth." Any exemptions granted must be made up in the applicable impact fee fund(s) from City revenue other than impact fees.

The exemptions must be spelled out as part of the Impact Fee Ordinance and can be applied by the City Council in whole or in part to specified uses based on standards included in the Ordinance.

Capital Improvements Element

TABLE 33: CAPITAL IMPROVEMENTS ELEMENT

#	Activity	Responsible Party	Total Cost Estimate	2023	2024	2025	2026	2027	Beyond 5-Years	Funding Source
TRANSPORTATION										
1	Trails Master Plan	Parks & Recreation	\$0	\$0	\$0					General Fund
2	Terminal Building Furniture (Furniture)	Airport	\$25,000	\$25,000						General Fund
3	Airport Courtesy Car (Vehicle Cost)	Airport	\$26,000	\$5,200	\$5,200	\$5,200	\$5,200	\$5,200		General Fund
4	Taxiway Rehabilitation (Construction/Maintenance)	Airport	\$305,000	\$305,000						SPLOST 2019
5	Hangar Fee Design (Engineering)	Airport	\$56,000	\$56,000						SPLOST 2019
6	Apron/Commute Paving (Construction/Maintenance)	Airport	\$180,000	\$180,000						SPLOST 2019
7	Mayfield Drive to Hwy 138 Connector (Other)	Streets & Transportation	\$1,183,835	\$84,560	\$84,560	\$84,560	\$930,155			General Fund/Impact Fees 75%
8	CITY WIDE PAVEMENT/SIGNAGE ASSESSMENT (Other)	Streets & Transportation	\$40,000	\$10,000	\$10,000	\$10,000	\$10,000			General Fund

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Capital Improvements Element

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#	Activity	Responsible Party	Total Cost Estimate	2023	2024	2025	2026	2027	Beyond 5-Years	Funding Source
9	Dodge RAM Truck - Streets 2023 (Vehicle Cost)	Streets & Transportation	\$46,400	\$5,800	\$11,600	\$11,600	\$11,600	\$5,800		General Fund
10	Street And Sidewalk Rehab (Construction/Maintenance)	Streets & Transportation	\$90,000	\$45,000	\$45,000					SPLOST 2013
11	Other Paving Projects (Construction/Maintenance)	Streets & Transportation	\$112,000	\$56,000	\$56,000					SPLOST 2019
12	Striping (Construction/Maintenance)	Streets & Transportation	\$80,000	\$40,000	\$40,000					SPLOST 2019
13	CRACK SEALING AND HAS APPLICATIONS (Repairs/Improvements)	Streets & Transportation	\$250,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000		SPLOST 2019
14	2023 LMIG PAVING PROGRAM (Repairs/Improvements)	Streets & Transportation	\$232,600	\$232,600						SPLOST 2019
15	Mayfield Drive to Hwy 138 Connector (Construction/Maintenance)	Streets & Transportation	\$1,116,165	\$15,440	\$15,440	\$15,440	\$1,069,845			SPLOST 2019/Impact Fees 75%
16	Mayfield Dr to Hwy 138 Connector	Streets & Transportation	\$2,400,000		\$84,560	\$84,560	\$930,155			SPLOST 2019/Impact Fees 75%
17	TAP-Marable St to Lumpkin St Streetscape (Engineering)	Streets & Transportation	\$100,000	\$100,000						SPLOST 2019
18	TAP-Marable St to Lumpkin St Streetscape (Other)	Streets & Transportation	\$172,000	\$172,000						SPLOST 2019
19	New Sidewalks (Construction/Maintenance)	Streets & Transportation	\$170,000	\$85,000	\$85,000					SPLOST 2019

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Capital Improvements Element

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#	Activity	Responsible Party	Total Cost Estimate	2023	2024	2025	2026	2027	Beyond 5-Years	Funding Source
20	North Madison Stormwater Rehabilitation (Other)	Streets & Transportation	\$250,000	\$250,000						SPLOST 2019
21	North Lumpkin Alleyway Improvements (Construction/Maintenance)	Streets & Transportation	\$150,000	\$150,000						SPLOST 2019
22	Cemetery Rehabilitation/Paving (Construction/Maintenance)	Streets & Transportation	\$75,000	\$75,000						SPLOST 2019
23	Wayne Street streetscape (Construction/Maintenance)	Streets & Transportation	\$1,000,000		\$1,000,000					SPLOST 2019/Enterprise Fund
24	Michael Etchison Connector (Construction/Maintenance)	Streets & Transportation	\$1,200,000		\$1,200,000					SPLOST 2019/Impact Fees 75%
25	Joint Transportation Hwy 78 WB on-ramp (Construction/Maintenance)	Streets & Transportation	\$400,000	\$400,000						SPLOST 2019
26	Joint Transportation Hwy 11/78 interchange (Construction/Maintenance)	Streets & Transportation	\$750,000			\$750,000				SPLOST 2019
27	Street Sweeper (Equipment)	Streets & Transportation	\$299,500	\$299,500						SPLOST 2019
28	Skid Steer Loader - Streets 2024 (Equipment)	Streets & Transportation	\$85,000		\$85,000					SPLOST 2019
29	Asphalt Spreader (Equipment)	Streets & Transportation	\$160,000	\$160,000						SPLOST 2019
30	Complete Streets	Planning & Development	\$0							General Fund

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#	Activity	Responsible Party	Total Cost Estimate	2023	2024	2025	2026	2027	Beyond 5-Years	Funding Source
31	Vehicle Replacement	Central Services	\$38,500							Enterprise Fund
32	Gateway Entrance Signage/Landscaping	Bldgs & Grounds	\$30,000							SPLOST
33	Terminal Building	Airport	\$550,000							SPLOST/Grant
34	Traffic Calming	Streets & Transportation	\$500,000							Enterprise Fund/Impact Fees
35	Additional Lane Miles	Streets & Transportation	\$9,020,300						\$9,020,300	Impact Fees/General Fund
PARKS AND RECREATION										
1	Town Green Improvements	Bldgs & Grounds	\$4,217,529	\$4,217,529						SPLOST/Grant/Enterprise Fund
2	Parks Rehabilitation	Bldgs & Grounds	\$750,000							SPLOST
3	Childers Park Holiday Lights	Parks	\$125,000	\$125,000						ARPA Fund
4	Sunshade Structures (Construction/Maintenance)	Parks	\$90,000	\$25,000	\$20,000	\$15,000	\$15,000	\$15,000		SPLOST 2019
5	Park Rehabilitation (Construction/Maintenance)	Parks	\$750,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000		SPLOST 2019
6	Park Restroom Facilities	Bldgs & Grounds	\$150,000							Impact Fees/General Fund
7	Implement Parks Master Plan	Parks	\$2,150,206						\$2,150,206	General Fund/Impact Fees
8	Childers Park Improvements/Master Plan	Parks	\$400,000							General Fund

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#	Activity	Responsible Party	Total Cost Estimate	2023	2024	2025	2026	2027	Beyond 5-Years	Funding Source
9	River Park Improvements Phase1	Parks	\$602,798				\$602,798			General Fund/Impact Fees
10	River Park Improvements Phase 2	Parks	\$4,446,996					\$1,482,332	\$2,964,664	General Fund/Impact Fees
11	Coker Park Improvements/Master Plan	Parks	\$400,000			\$400,000				General Fund
FIRE PROTECTION										
1	Ladder Truck	Fire Department	\$1,300,000			\$1,300,000				General Fund/Impact Fees
2	Fire Engine (Pumper)	Fire Department	\$613,415	\$613,415						General Fund/Impact Fees
3	Fire Engine (Pumper)	Fire Department	\$613,415						\$613,415	General Fund/Impact Fees
4	Fire Engine (Pumper)	Fire Department	\$613,415						\$613,415	General Fund/Impact Fees
5	Fire Engine Equipment	Fire Department	\$50,000		\$50,000					General Fund/Impact Fees
6	New Fire Station	Fire Department	\$4,670,000						\$4,670,000	General Fund/Impact Fees
7	Ford F150 Pickup QRV (Vehicle Cost)	Fire Department	\$68,800	\$8,800	\$12,000	\$12,000	\$12,000	\$12,000		General Fund
8	Active Shooter/Hostile Event Response (ASHER) Equipment (Equipment)	Fire Department	\$15,000	\$15,000						General Fund
9	Structural Firefighting Gear (Equipment)	Fire Department	\$80,000		\$80,000					General Fund
10	Fire Self Contained Breathing Apparatus (SCBA) (Equipment)	Fire Department	\$135,000	\$135,000						ARPA Fund

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#	Activity	Responsible Party	Total Cost Estimate	2023	2024	2025	2026	2027	Beyond 5-Years	Funding Source
POLICE AND COURTS										
1	Quartermaster Program (Software)	Police	\$24,117	\$8,039	\$8,039	\$8,039				General Fund
2	Axon Fleet 3 In-Car cameras (Equipment)	Police	\$565,656	\$46,176	\$103,896	\$103,896	\$103,896	\$103,896		General Fund
3	Flock Safety (Equipment)	Police	\$80,000	\$40,000	\$40,000					General Fund
4	Updated Axon Equipment Body Cameras & Tasers (Equipment)	Police	\$890,574	\$148,429	\$148,429	\$148,429	\$148,429	\$148,429		General Fund
5	2023 Lease Police Vehicles (Vehicle Cost)	Police	\$549,880	\$49,880	\$100,000	\$100,000	\$100,000	\$100,000		General Fund
6	2022 Lease Police Vehicles (Vehicle Cost)	Police	\$95,010	\$26,710	\$26,710	\$26,710	\$14,880			General Fund
7	Report Management System (Equipment)	Police	\$113,138	\$56,569	\$56,569					General Fund
8	2021 Lease Police Vehicles (Vehicle Cost)	Police	\$230,220	\$81,255	\$81,255	\$67,710				General Fund
9	2020 Lease Police Vehicles (Vehicle Cost)	Police	\$195,930	\$132,130	\$63,800					General Fund
10	2019 Lease Police Vehicles (Vehicle Cost)	Police	\$101,868	\$66,077	\$35,791					General Fund
LIBRARY										
1	Monroe-Walton County Library Expansion	City Hall & Azalea Library System	\$850,000						\$850,000	General Fund/Impact Fees

Appendix 1 – Methodology Report

Introduction

This Appendix provides an overview of the methodology for calculation impact fees for the City of Monroe, Georgia.

Georgia state code provides enabling legislation for municipalities and counties to charge an impact fee on new development for the projected new demand of certain public facilities⁶. This includes system improvements for water, wastewater, public safety, parks, recreation, open space, stormwater, libraries, roads, streets, and bridges⁷. The useful life of these facilities needs to be at least 10 years⁸. As such, minor equipment and furniture having a shorter useful life a generally excluded from any fee calculation.

The calculation of fees shall be based on service areas and levels of service⁹. The impact fee shall not exceed the proportionate share of the new developments impact on system facilities¹⁰. Additionally, the impact fee shall be net of any credits from revenues generated by the new development that will contribute to the system facilities being paid for by the impact fee¹¹. The final limitation on the impact fee calculation is related to the cost used to calculate the fee. The fee must be based on actual or a reasonable estimate in current dollars¹². At the option of the municipality or county, previously constructed system improvements may be included in an impact fee calculation¹³.

The methodology needs to consider all these requirements and is described in this Appendix. Additional procedural requirements will be discussed in separate documentation.

⁶ O.C.G.A. §36-71-1 (a) chapter shall be known and may be cited as the “Georgia Development Impact Fee Act.”

⁷ O.C.G.A. §36-71-2 (17) Describes what public facilities means.

⁸ O.C.G.A. §36-71-2 (1) Describes what a capital improvement means.

⁹ O.C.G.A. §36-71-4 (b) (c)

¹⁰ O.C.G.A. §36-71-4 (a)

¹¹ O.C.G.A. §36-71-4 (i) (r)

¹² O.C.G.A. §36-71-4 (q) (r)

¹³ O.C.G.A. §36-71-4 (k)

Approach

There are three general approaches to calculate the cost of facilities needed to serve new development. The first is a *buy-in approach* where existing capacity is available for new development and the fee charged simply recoups previous investment by the community. The impact fees collected in this fashion can be used towards existing debt that may have been taken out to fund these facilities or the refurbishing or renewal of the asset¹⁴.

Another methodology is the *incremental cost approach*, where only new facilities as proposed in the capital improvement element are used to calculate the value. The portion of any project in the CIE that is used to increase the LOS for existing residents and business owners must be excluded. The value must be converted into current dollars. Like the “buy-in” approach, the incremental approach can be used for debt, however, this is for new debt and excludes any portion of the debt that was used for routine and periodic maintenance, personnel training, and other operating costs. The resulting fee would most likely be higher than the buy-in approach as construction cost inflation usually results in a higher system improvement value for the same LOS¹⁵.

The last general methodology includes a hybrid of the buy-in and incremental approaches. This allows for paying off existing debt if current facilities have excess capacity and to also collect for expansion of capacity to maintain LOS over time. The resulting fee would be a weighted average of buy-in and incremental approaches and additional accounting would be required to ensure proper expenditures.

The Georgia Development Impact Fee Act does not require a single methodology for all fees charged. Some facilities may have excess capacity and debt and are suited for the buy-in approach. Some facilities may need immediate capacity increases to serve existing and new developments. An incremental approach that excludes the value associated with the LOS deficit would be appropriate. Facilities that have both excess capacity but also planned capacity needs for development may be appropriate for the hybrid approach.

Service Area and Recommended Approach

Given the size of the community, the proposed methodology would use a city-wide service area for each public facility. The incremental approach for roads, libraries, and fire services should be utilized as it provides a more realistic cost of new development based on new system improvements. There is little excess capacity in these facilities and the incremental approach provides for easier accounting as

¹⁴ O.C.G.A. §36-71-8 (b) The Georgia Development Impact Fee Act limits expenditure of the fees to the category of system improvements and the service area. Additionally, O.C.G.A. §36-71-2 (19) limits debt to facilities cost and not routine and periodic maintenance, personnel training and other operating costs.

¹⁵ It is possible that putting an acquired asset value in current dollars that the value may exceed the estimated cost of a proposed system improvement in the CIE, however, due to recent construction cost inflation it is unlikely.

all funds must go towards a project or a debt instrument for that project. It will also encourage the City of Monroe to build projects in a timely fashion and provide flexibility to move projects in time based on actual impact fee collections.

Law Enforcement is the only facility where the city has considerable excess capacity. The buy-in approach on existing assets will be most appropriate for Law Enforcement.

Level of Service Standards

The table below presents the proposed standards for determining the level of service (LOS) standard for each facility type. Since libraries, parks, recreation, and open space are generally impacted by residential growth, these impact fees will be based on dwelling units. Public safety and roads serve businesses and new residents, as such a day/night population will be used for roads, law enforcement, and fire protection. Finally, the need for road improvements is based on lane miles.

TABLE 34: METHODOLOGY REPORT - LEVEL OF SERVICE (LOS) STANDARDS

Libraries	Fire Protection	Police/Courts	Roads, Streets, Bridges, Signals	Parks, Recreation, Open space
Square Feet	Square feet and number of heavy vehicles per day/night population	Square feet of facilities per day/night population	Lane miles per day/night population	Acres, # of facilities, and building square footage per dwelling unit

The calculation of the fee can be summarized as follows:

- Current inventory divided by LOS parameter = current LOS
- Projected demand multiplied by adopted LOS¹⁶ standard = capacity needed for new growth
- System improvement cost divided by adopted LOS standard

¹⁶ The adopted LOS will be made part of the CIE as an amendment to the 2022 Comprehensive Plan. It will be presented to the public for comment as part of this process. The resulting LOS goal may be set at current LOS, a national/state standard or a uniquely selected LOS based on public feedback. Once selected, impact fees will be based on maintaining that adopted LOS standard.

Example Service (Illustrative Only)

The following example presents the basic methodology for calculating Monroe’s Impact Fees for Parks and Libraries.

Existing capital facilities are reviewed. Their acquisition date, acquisition cost, and LOS measure are noted and tallied. Our example uses square feet as the selected LOS.

TABLE 35: METHODOLOGY REPORT - EXAMPLE FACILITIES

Description	Acquisition Date	Acquisition Cost	Square Feet
Example Facility 1	6/6/1990	500,000	10,000
Example Facility 2	7/12/2000	450,000	5,000
Total		950,000	15,000

The existing LOS is calculated by dividing the LOS parameter (DU) by the current Level of Service. The table below shows the result. (15,000 / 5,000 = 3)

TABLE 36: METHODOLOGY REPORT - EXAMPLE FACILITIES EXISTING LOS

Existing Dwelling Units (DU)	5,000
Square Feet per DU	3

The tables show that the existing LOS for the example service is 3 square feet per dwelling unit to serve existing population. If the current LOS is determined to be adequate during the CIE development portion of this project, future LOS must be maintained. If the community desires a higher or lower LOS during the public involvement phase, an alternative LOS will be presented to City Council. The city leadership may opt to approve the existing or an alternative LOS for the purpose of developing the CIE. As an example, lets assume the community desires a higher LOS to 5 square feet of space per DU. The following is a projection of the need for the example service. For illustrative purposes, lets assume 2,000 new dwelling units are added for planning period.

TABLE 37: METHODOLOGY REPORT - EXAMPLE FACILITIES NEEDS

	Current	Projection	Needs	Deficit Existing	New Development Proportionate Share
New Growth		2,000			

Total Dwelling Units	5,000	7,000			
Target LOS Square Feet	3	5			
Space Needed (sq ft)	15,000	35,000	20,000	10,000	10,000

You will note that impact fees for new development cannot include the existing deficit. The following table provides an estimate of cost in current dollars for the existing serviced to calculate a per unit of measure. Though the community needs 20,000 square feet under the expanded LOS requirement, new development only adds demand for half of that. Two example facilities will need to be built. However, the impact fee can only be based on a single example facility.

The following table illustrates the cost per unit of example facilities in current dollars. A more reasonable estimate would be available during development of the CIE. For example, it may be sufficient to construct a single larger example facility, construct 2 smaller example facilities, or simply expand existing facilities. However, to illustrate the methodology, the cost per unit is applied to only the demand caused by new development and not the existing deficiency.

TABLE 38: METHODOLOGY REPORT - EXAMPLE FACILITY COST CALCULATION

	Cost	Size/Amt		Cost/Unit
New Example Facility	1,000,000	10,000	Sq ft	\$100

The CIE would schedule the improvements to meet future demand. The Georgia Development Impact Fee Act requires the fee to be based on current dollars. Funds collected are required to be placed in an interest earning account and used within 6 years of collection. The actual cost of the library will most likely be higher in the future due to construction inflation. The CIE will need to include other funding sources to offset any deficit in impact fee collections.

Credits

New developments will help fund future facilities through taxes. A credit is applied to the impact fee calculation to ensure that new developments are not charged twice for the same facilities. The expected revenues from taxes, both property tax and LOST, are deducted from the cost of the example service. The following tables illustrates the cost per unit and credit to arrive at the impact fee for the example service.

TABLE 39: METHODOLOGY REPORT - EXAMPLE FACILITY COST IMPACT

	Square Feet
Units needed per DU	5
Cost per unit	\$100
Cost per DU	\$500

TABLE 40: METHODOLOGY REPORT - EXAMPLE FACILITY CREDIT CALCULATION

Projection of Future Growth Contributions to Example Facilities FY23 - FY43		
Total taxes paid by new development over time	\$100,000	current dollars (new)
New DU's	2,000	Units
Credit per DU	\$50	Credit towards impact fee

The total fee illustrated in this example is \$500 minus \$50 credit or \$450 per house for the example service. Total collection of impact fees for the example service would be estimated at 2000 multiplied by \$450 or \$900,000. The estimated need is 20,000 sq ft of additional space at \$100 per sq ft or \$2,000,000. New growth will pay \$900,000 and existing residents will pay \$1,100,000 primarily driven by increasing the level of service.

Alternatively, this calculation can be done with the existing LOS or a lower LOS. It would result in lower capacity needs and a lower overall CIE cost.

Parks and Libraries

Facilities for parks and libraries would have a similar calculation as for the example facility. The exception for parks is that units would be a combination of acres, number of amenities, and building square footage per dwelling unit.

Fire Protection

The primary difference for Fire Protection is the use of a day/night population for estimating LOS. Since public safety is impacted by both residential and non-residential considerations this unit is used to provide a means to determine the proportionate share. The fee is calculated on a per 1000 day/night population (employees plus residents). The day/night population is used to provide a proportionality between residential and non-residential land uses. Since Fire Protection provides services to both, this provides a rational nexus for determining the fair share of capacity needed.

The calculation is similar to libraries and parks, however, an additional step is needed to apply the fee to different land uses. For residential, the census provides the estimated number of people for each dwelling unit. This can be used to convert each dwelling unit into its LOS demand unit. For non-residential uses, the Institute of Transportation Engineers (ITE) provides employment projections based on various parameters in their trip generation manual.

The methodology for calculating the Fire Protection impact fee will include square feet of space and heavy vehicles with a useful life of 10 years or greater.

Transportation

The Georgia Development Impact Fee Act allows for impact fees for roads, streets, bridges including signals, right-of-way, and landscaping. Also, if there is a local component for state and/or federal highways, they can be included in the fee calculation. The LOS is determined by miles of road divided by day/night population.

Police & Courts

Impact fees for police and courts will be calculated using the buy-in approach. The LOS will be based on square footage and day/night population, but the fee will recover the cost of excess capacity that will serve future residents. This approach is presented in detail in the Police and Courts Chapter.

Summary

This Appendix is not an impact fee calculation, rather it provides the basic methodology used to calculate impact fees. The following is a summary of the overall calculation methodology.

Service Area

The proposed fees are for system improvements that serve the entire city. Though public safety is distributed throughout the service area to meet overall needs, these assets can be shared and support areas of the city when needed providing an overall city-wide LOS. The same can be said of parks because residents may use any park facility and residents are not confined to one area of the city. Libraries also offer services to all city-wide residents. An adjustment will be made to library services for people who live outside of Monroe's city limits.

Level of Service

The level of service will be determined as part of the Capital Improvement Element development process. The public, city staff, and leadership will be asked for their input. The easiest LOS standard is to maintain current LOS and charge new development the cost to keep the same service. However, if desired, a higher level of service can be identified.

Calculation

The impact fee will be a function of new facilities needed to maintain (or increase) existing level of service divided by unit of measure. For libraries and parks the unit of measure is the dwelling unit. For

public safety and transportation, the unit of measure will be based on day/night population. Dwelling units will use census data and non-residential will use ITE employment calculations¹⁷. All calculations will provide a credit for any expected taxes or other revenues from new development that would go to pay for system improvements. The value of the system's improvement will be based on current dollars using the best reasonable estimate for their cost.

¹⁷ The ITE tables may use square feet of building, gross acres of land used, beds, stalls or other parameters to determine the number of employees. A full table will be made available for calculating individual development impact in terms of day/night population.

Appendix 2 – Credit Calculation

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Appendix 2 – Credit Calculation

DIFA requires the impact fee include a credit for future contributions from new development to system facility funding based on historical funding patterns. The following tables are used to calculate the credit for each category of service based on recent historic audited data. The following tables show recent funding for system facilities only.

TABLE 41: CREDIT CALCULATION - HISTORICAL FUNDING PATTERNS FROM GENERAL FUND

Year	Libraries	Parks/Rec	Fire	Police	Transportation
FY18	\$0	\$0	\$102,302	\$0	\$0
FY19	\$0	\$0	\$43,341	\$67,250	\$0
FY20	\$0	\$0	\$11,126	\$268,895	\$0
FY21	\$9,084	\$0	\$66,043	\$25,534	\$1,685
FY22	\$5,900	\$0	\$130,217	\$33,696	\$0
FY23	\$0	\$0	\$89,035	\$0	\$425

Transportation and Park/Recreation have been primarily funded with Special Purpose Local Option Sales Tax (SPLOST) dollars. These taxes are approved by County-wide referendum and are primarily used for capital expenditures. The latest SPLOST is estimated to generate close to \$9 million over a 6-year period or approximately \$1.46 million per year. Based on current disposable income and spending patterns, City of Monroe residents contribute 53% towards SPLOST collections with 47% coming from outside the city.

TABLE 42: CREDIT CALCULATION - HISTORICAL FUNDING FOR TRANSPORTATION AND PARKS

SPLOST 2019	Current Estimate	Residential
Transportation	6,139,675	70.00%
Parks and Recreation	2,631,289	30.00%
	8,770,964	

Total taxes by source are provided in the following table for FY21. For allocation purposes, sales related taxes are primarily from residential purchases and value related taxes are primarily from non-residential sources. Occupational and franchise taxes are directly from

Appendix 2 – Credit Calculation

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non-residential properties. It is assumed that the primary source for capital improvements is Local Option Sales Tax (LOST)¹⁸, Property Tax and SPLOST. As such, the credit for new developments is allocated based on the projected increase and the historic level of capital spending for these.

TABLE 43: CREDIT CALCULATION - TOTAL TAXES BY SOURCE

Source	FY21 Audit	Basis
Property Tax	\$4,332,742	Value
LOST	3,091,668	Sales
Occupation Tax	96,525	Business
Insurance Premium Tax	1,065,543	Value
Franchise Tax	316,482	Business
AB Tax	353,971	Sales
Other	239,025	Value
	\$9,495,956	

Several assumptions are used in projecting these taxes into the future and determining the portion from new development within the City of Monroe. The Comprehensive Plan provides an annual growth rate of 2.6% in housing units and 4.5% in employment growth. The Comprehensive Plan had a focus on economic development to increase the jobs/housing ratio. The weighted average increase in property taxes is 3.7%. Additionally, sales are assumed to increase primarily from new housing projected at the 2.6% annual rate. The source of funds for future capital improvement funds are split 50/50 for LOST and Property Taxes.

It is also assumed that property taxes and LOST are the primary funding source for non-SPLOST capital expenditures. The allocation of credit from these sources is based on latest audited data (Table 41). SPLOST is assumed to be 100% for capital expenditures, with 70%

¹⁸ LOST provides an opportunity to generate tax revenues from visitors outside the city through sales purchases. Since visitors use Monroe infrastructure but neither pay property nor impact fees, no credit is provided to them. However, if an intergovernmental agreement allowed collection of impact fee outside the city, a credit would be warranted.

Appendix 2 – Credit Calculation

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transportation and 30% parks and recreation. The remaining taxes and fees collected by the City of Monroe are assumed to be for operations and maintenance expenses.

TABLE 44: CREDIT CALCULATION - PRIMARY INCOME SOURCES FOR CAPITAL EXPENDITURES

Property Tax	\$4,332,742	58.4%
LOST	3,091,668	41.6%
	\$7,424,410	

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Appendix 2 – Credit Calculation

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Property taxes are projected to assume a 3.7% annual growth rate. The historic spending is for system capital infrastructure for assets with a useful life of 10 or more years. Most capital expenditures are from SPLOST for Parks/Recreation and Transportation and are reflected with reduced expenditure from LOST and Property Taxes. For purposes of allocating sales tax revenue, it is assumed 58.4% of historic expenditures are from property tax, with the balance from LOST. The assumption for SPLOST is 100% is used for capital expenditures with 30% for parks/recreation and 70% Transportation. The following table is a projection of property taxes showing new taxes and allocating these new taxes to each service based on historic spending.

TABLE 45: CREDIT CALCULATION - PROPERTY TAX PROJECTIONS

Year	Tax Base	Added Assessed Value	Total Tax Base	Property Tax Collections	New Taxes	Libraries	Parks/Rec	Fire	Police	Transportation
FY18	\$418,568,651			\$3,043,660		\$0	\$0	\$102,302	\$0	\$0
FY19	\$422,072,217			\$3,219,032		\$0	\$0	\$43,341	\$67,250	\$0
FY20	\$452,857,463			\$3,400,426		\$0	\$0	\$11,126	\$268,895	\$0
FY21	\$510,790,311		\$510,790,311	\$3,631,085		\$9,084	\$0	\$66,043	\$25,534	\$1,685
FY22		\$35,365,627	\$546,155,938	\$4,103,669		\$5,900	\$0	\$130,217	\$33,696	\$0
FY23		\$37,814,240	\$583,970,178	\$4,387,795		\$0	\$0	\$89,035	\$0	\$425
						Projections of Contribution from New Taxes allocated based on historic expenditures				
FY24		\$21,322,508	\$605,292,687	\$4,548,007	\$160,212	\$138	\$0	\$3,251	\$3,641	\$16
FY25		\$22,101,057	\$627,393,744	\$4,714,068	\$326,273	\$281	\$0	\$6,621	\$7,415	\$32
FY26		\$22,908,033	\$650,301,777	\$4,886,193	\$498,398	\$429	\$0	\$10,113	\$11,326	\$48
FY27		\$23,744,475	\$674,046,252	\$5,064,603	\$676,807	\$583	\$0	\$13,733	\$15,381	\$66
FY28		\$24,611,457	\$698,657,709	\$5,249,527	\$861,731	\$742	\$0	\$17,486	\$19,583	\$83

City of Monroe - Capital Improvements Element & Impact Fee Study

Appendix 2 – Credit Calculation

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Year	Tax Base	Added Assessed Value	Total Tax Base	Property Tax Collections	New Taxes	Libraries	Parks/Rec	Fire	Police	Transportation
FY29		\$25,510,095	\$724,167,804	\$5,441,203	\$1,053,407	\$907	\$0	\$21,375	\$23,939	\$102
FY30		\$26,441,546	\$750,609,350	\$5,639,877	\$1,252,082	\$1,078	\$0	\$25,407	\$28,454	\$121
FY31		\$27,407,006	\$778,016,355	\$5,845,806	\$1,458,011	\$1,256	\$0	\$29,585	\$33,134	\$141
FY32		\$28,407,718	\$806,424,074	\$6,059,254	\$1,671,459	\$1,440	\$0	\$33,916	\$37,985	\$162
FY33		\$29,444,969	\$835,869,043	\$6,280,496	\$1,892,701	\$1,630	\$0	\$38,406	\$43,013	\$183
FY34		\$30,520,094	\$866,389,137	\$6,509,816	\$2,122,020	\$1,828	\$0	\$43,059	\$48,224	\$205
FY35		\$31,634,474	\$898,023,611	\$6,747,509	\$2,359,713	\$2,032	\$0	\$47,882	\$53,626	\$228
FY36		\$32,789,544	\$930,813,155	\$6,993,881	\$2,606,085	\$2,245	\$0	\$52,881	\$59,225	\$252
FY37		\$33,986,789	\$964,799,945	\$7,249,248	\$2,861,453	\$2,464	\$0	\$58,063	\$65,028	\$277
FY38		\$35,227,749	\$1,000,027,694	\$7,513,940	\$3,126,145	\$2,692	\$0	\$63,434	\$71,043	\$303
FY39		\$36,514,020	\$1,036,541,714	\$7,788,297	\$3,400,501	\$2,929	\$0	\$69,001	\$77,278	\$329
FY40		\$37,847,257	\$1,074,388,971	\$8,072,671	\$3,684,875	\$3,174	\$0	\$74,772	\$83,741	\$357
FY41		\$39,229,174	\$1,113,618,145	\$8,367,428	\$3,979,633	\$3,427	\$0	\$80,753	\$90,439	\$385
FY42		\$40,661,549	\$1,154,279,694	\$8,672,948	\$4,285,153	\$3,691	\$0	\$86,952	\$97,382	\$415
FY43		\$42,146,225	\$1,196,425,919	\$8,989,624	\$4,601,828	\$3,963	\$0	\$93,378	\$104,579	\$446
NPV				\$84,731,070	\$25,099,499	\$21,618	\$0	\$509,307	\$570,399	\$2,431

The net present value of new taxes for capital infrastructure is credited towards the impact fee with 58.4% from property and 41.6% from LOST.

Appendix 2 – Credit Calculation

Draft January 4, 2024

The net present value (NPC) of new sales and property taxes from new development used for capital improvements are summarized below.

TABLE 46: CREDIT CALCULATION - NPV OF NEW SALES AND PROPERTY TAXES

	Libraries	Parks/Rec	Fire	Police	Transportation
Property Taxes (NPV)	\$12,616	\$0	\$297,222	\$332,874	\$1,419
LOST (NPV)	\$9,002	\$0	\$212,085	\$237,525	\$1,012
SPLOST (NPV)		\$966,498			\$2,255,163
Transportation Debt (NPV)					\$699,769
Credit for New Taxes FY23-FY42	\$21,618	\$966,498	\$509,307	\$570,399	\$2,957,363

Appendix 3 – Maximum Allowable Impact Fee Schedule

The following provides the impact fee schedules for each category of service. An alternative calculation may be made by a developer using an approved methodology to determine service impact. The City cannot charge more than the maximum in any given public facility category; only less.

To read the table, first find the land use you want to investigate. Land uses are listed on the left side of the table and are grouped into categories. For example, industrial and warehouse uses are grouped together, as are all retail uses. Next, find the ‘Total Max Fee’ column on the right of the table. This is the total impact fee per unit of measure. Finally, find the unit of measure—it is the last column of the land use category. The information can be read as follows: this land use has a maximum impact fee of \$X per unit of measure.

TABLE 47: MAXIMUM ALLOWABLE IMPACT FEE SCHEDULE

ITE Employment/Persons added by land use	Library	Parks	Fire Protection	Police	Transportation	Impact Cost	Admin	Total Impact Fee	Unit of measure
Port and Terminal (000 - 099)									
30									
Truck Terminal			\$3,974	\$790	\$35,520	\$40,284	\$1,208	\$41,492	acres
Industrial/Agricultural (100-199)									
110									
General Light Industrial			\$783	\$155	\$7,000	\$7,938	\$238	\$8,176	1000 sq ft
120									
General Heavy Industrial			\$620	\$123	\$5,546	\$6,289	\$188	\$6,477	1000 sq ft
140									
Manufacturing			\$617	\$122	\$5,515	\$6,254	\$187	\$6,441	1000 sq ft
150									
Warehousing			\$434	\$86	\$3,879	\$4,399	\$131	\$4,530	1000 sq ft
151									
Mini-Warehouse			\$13	\$2	\$121	\$136	\$4	\$140	1000 sq ft
152									
High-Cube Warehouse			\$61	\$12	\$545	\$618	\$18	\$636	1000 sq ft
Residential (200-299)									

City of Monroe - Capital Improvements Element & Impact Fee Study

Appendix 2 – Credit Calculation

Draft January 4, 2024

ITE Employment/Persons added by land use		Library	Parks	Fire Protection	Police	Transportation	Impact Cost	Admin	Total Impact Fee	Unit of measure
210	Single-Family Detached Housing	\$174	\$2,086	\$847	\$168	\$7,576	\$10,851	\$325	\$11,176	dwelling
220	Apartment	\$174	\$2,086	\$678	\$134	\$6,061	\$9,133	\$273	\$9,406	dwelling
230	Residential Condos/Townhomes	\$174	\$2,086	\$678	\$134	\$6,061	\$9,133	\$273	\$9,406	dwelling
Lodging	(300-399)									
310	Hotel			\$210	\$41	\$1,879	\$2,130	\$63	\$2,193	room
311	All suites hotel			\$240	\$47	\$2,151	\$2,438	\$73	\$2,511	room
312	Business hotel			\$33	\$6	\$303	\$342	\$10	\$352	room
320	Motel			\$240	\$47	\$2,151	\$2,438	\$73	\$2,511	room
Recreational	(400-499)									
416	Campground			\$23	\$4	\$212	\$239	\$7	\$246	camp sites
430	Golf Course			\$84	\$16	\$757	\$857	\$25	\$882	acres
435	Multipurpose Rec Facility			\$169	\$33	\$1,515	\$1,717	\$51	\$1,768	acres
443	Movie Theater			\$508	\$101	\$4,546	\$5,155	\$154	\$5,309	1000 sq ft
460	Arena			\$1,129	\$224	\$10,092	\$11,445	\$343	\$11,788	acres
480	Amusement Park			\$3,082	\$613	\$27,549	\$31,244	\$937	\$32,181	acres
491	Tennis Courts			\$81	\$16	\$727	\$824	\$24	\$848	acres

Appendix 2 – Credit Calculation

Draft January 4, 2024

ITE Employment/Persons added by land use		Library	Parks	Fire Protection	Police	Transportation	Impact Cost	Admin	Total Impact Fee	Unit of measure
492	Racquet Club			\$122	\$24	\$1,091	\$1,237	\$37	\$1,274	1000 sq ft
494	Bowling Alley			\$339	\$67	\$3,030	\$3,436	\$103	\$3,539	1000 sq ft
495	Recreational Community Center			\$284	\$56	\$2,545	\$2,885	\$86	\$2,971	1000 sq ft
Institutional	(500-599)									
521	Private School (K-12)			\$2,743	\$545	\$24,518	\$27,806	\$834	\$28,640	1000 sq ft
560	Church/Synagogue			\$176	\$35	\$1,575	\$1,786	\$53	\$1,839	1000 sq ft
565	Day Care Center			\$861	\$171	\$7,698	\$8,730	\$261	\$8,991	1000 sq ft
566	Cemetery			\$27	\$5	\$242	\$274	\$8	\$282	acres
591	Lodge/Fraternal			\$339	\$67	\$3,030	\$3,436	\$103	\$3,539	employee
Medical	(600-699)									
610	Hospital			\$1,102	\$219	\$9,849	\$11,170	\$335	\$11,505	1000 sq ft
620	Nursing Home			\$220	\$43	\$1,969	\$2,232	\$66	\$2,298	bed
630	Clinic			\$339	\$67	\$3,030	\$3,436	\$103	\$3,539	employee
Office	(700-799)									
710	General Office Building			\$1,125	\$223	\$10,062	\$11,410	\$342	\$11,752	1000 sq ft
714	Corporate Headquarters Building			\$1,153	\$229	\$10,304	\$11,686	\$350	\$12,036	1000 sq ft

City of Monroe - Capital Improvements Element & Impact Fee Study

Appendix 2 – Credit Calculation

Draft January 4, 2024

ITE Employment/Persons added by land use		Library	Parks	Fire Protection	Police	Transportation	Impact Cost	Admin	Total Impact Fee	Unit of measure
715	Single-Tenant Office Building			\$1,085	\$215	\$9,698	\$10,998	\$329	\$11,327	1000 sq ft
720	Medical-Dental Office Building			\$1,373	\$273	\$12,274	\$13,920	\$417	\$14,337	1000 sq ft
760	Research and Development Center			\$993	\$197	\$8,880	\$10,070	\$302	\$10,372	1000 sq ft
Retail	(800-899)									
812	Building Materials and Lumber Store			\$498	\$99	\$4,455	\$5,052	\$151	\$5,203	1000 sq ft
813	Free-Standing Discount Superstore			\$325	\$64	\$2,909	\$3,298	\$98	\$3,396	1000 sq ft
814	Specialty Retail Center			\$617	\$122	\$5,515	\$6,254	\$187	\$6,441	1000 sq ft
815	Free-Standing Discount Store			\$664	\$132	\$5,940	\$6,736	\$202	\$6,938	1000 sq ft
816	Hardware/Paint Store			\$325	\$64	\$2,909	\$3,298	\$98	\$3,396	1000 sq ft
817	Nursery (Garden Center)			\$552	\$109	\$4,940	\$5,601	\$168	\$5,769	1000 sq ft
818	Nursery (Wholesale)			\$566	\$112	\$5,061	\$5,739	\$172	\$5,911	1000 sq ft
820	Shopping Center			\$566	\$112	\$5,061	\$5,739	\$172	\$5,911	1000 sq ft
823	Factory Outlet Center			\$566	\$112	\$5,061	\$5,739	\$172	\$5,911	1000 sq ft
831	Quality Restaurant			\$2,529	\$503	\$22,609	\$25,641	\$769	\$26,410	1000 sq ft

City of Monroe - Capital Improvements Element & Impact Fee Study

Appendix 2 – Credit Calculation

Draft January 4, 2024

ITE Employment/Persons added by land use		Library	Parks	Fire Protection	Police	Transportation	Impact Cost	Admin	Total Impact Fee	Unit of measure
832	High-Turnover (Sit-Down) Restaurant			\$2,529	\$503	\$22,609	\$25,641	\$769	\$26,410	1000 sq ft
834	Fast-Food Restaurant			\$3,696	\$735	\$33,034	\$37,465	\$1,123	\$38,588	1000 sq ft
837	Quick Lubrication Vehicle Shop			\$712	\$141	\$6,364	\$7,217	\$216	\$7,433	Service Bay
840	Auto-Care Center			\$484	\$96	\$4,333	\$4,913	\$147	\$5,060	1000 sq ft
841	New Car Sales			\$600	\$119	\$5,364	\$6,083	\$182	\$6,265	1000 sq ft
843	Auto Parts Store			\$325	\$64	\$2,909	\$3,298	\$98	\$3,396	1000 sq ft
847	Self-Service Car Wash			\$67	\$13	\$606	\$686	\$20	\$706	Stall
848	Tire Store			\$434	\$86	\$3,879	\$4,399	\$131	\$4,530	1000 sq ft
849	Wholesale Tire Store			\$434	\$86	\$3,879	\$4,399	\$131	\$4,530	1000 sq ft
850	Supermarket			\$430	\$85	\$3,849	\$4,364	\$130	\$4,494	1000 sq ft
851	Convenience Market (Open 24 hours)			\$610	\$121	\$5,455	\$6,186	\$185	\$6,371	1000 sq ft
852	Convenience Market (Open15-16 hours)			\$593	\$118	\$5,303	\$6,014	\$180	\$6,194	1000 sq ft
853	Convenience Market with Gasoline Pumps			\$610	\$121	\$5,455	\$6,186	\$185	\$6,371	1000 sq ft
860	Wholesale Market			\$278	\$55	\$2,485	\$2,818	\$84	\$2,902	1000 sq ft

Appendix 2 – Credit Calculation

Draft January 4, 2024

ITE Employment/Persons added by land use		Library	Parks	Fire Protection	Police	Transportation	Impact Cost	Admin	Total Impact Fee	Unit of measure
861	Discount Club			\$440	\$87	\$3,939	\$4,466	\$133	\$4,599	1000 sq ft
862	Home Improvement Superstore			\$325	\$64	\$2,909	\$3,298	\$98	\$3,396	1000 sq ft
863	Electronics Superstore			\$325	\$64	\$2,909	\$3,298	\$98	\$3,396	1000 sq ft
870	Apparel Store			\$566	\$112	\$5,061	\$5,739	\$172	\$5,911	1000 sq ft
881	Pharmacy/Drugstore			\$566	\$112	\$5,061	\$5,739	\$172	\$5,911	1000 sq ft
890	Furniture Store			\$142	\$28	\$1,272	\$1,442	\$43	\$1,485	1000 sq ft
Services	(900-999)									
912	Drive-in Bank			\$1,234	\$245	\$11,031	\$12,510	\$375	\$12,885	1000 sq ft

A RESOLUTION PLEDGING TO PRACTICE AND PROMOTE CIVILITY IN THE CITY OF MONROE

WHEREAS, the City Council of the City of Monroe (the “Council”), the governing body of the City of Monroe, Georgia (the “Municipality”), recognizes that robust debate and the right to self-expression, as protected by the First Amendment to the United States Constitution, are fundamental rights and essential components of democratic self-governance; and

WHEREAS, the City Council further recognizes that the public exchange of diverse ideas and viewpoints is necessary to the health of the community and the quality of governance in the Municipality; and

WHEREAS, the members of City Council, as elected representatives of the community and stewards of the public trust, recognize their special role in modeling open, free and vigorous debate while maintaining the highest standards of civility, honesty and mutual respect; and

WHEREAS, City Council meetings are open to the public and thus how City officials execute their legal duties is on public display; and

WHEREAS, civility by City officials in the execution of their legislative duties and responsibilities fosters respect, kindness and thoughtfulness between City officials, avoiding personal ill will which results in actions being directed to issues made in the best interests of residents; and

WHEREAS, civility between City officials presents an opportunity to set a positive example of conduct and promotes thoughtful debate and discussion of legislative issues, resulting in better public policy and a more informed electorate while also encouraging civil behavior between residents; and

WHEREAS, civility between City officials is possible if each member of the elected body remembers that they represent not only themselves, but the constituents of their district and city; and

WHEREAS, in order to publicly declare its commitment to civil discourse and to express its concern for the common good and well-being of all of its residents, the City Council has determined to adopt this resolution.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION ONE

The City of Monroe pledges to practice and promote civility within the governing body as a means of conducting legislative duties and responsibilities.

SECTION TWO

The elected officials of the City Council enact this civility pledge to build a stronger and more prosperous community by advocating for civil engagement, respecting others and their viewpoints, and finding solutions for the betterment of the City of Monroe.

SECTION THREE

This pledge strives to ensure that all communication be open, honest, and transparent as this is vital for cultivating trust and relationships.

SECTION FOUR

This pledge strives to show courtesy by treating all colleagues, staff and members of the public in a professional and respectful manner whether in-person, online or in written communication, especially when we disagree.

SECTION FIVE

This pledge strives to ensure mutual respect to achieve municipal goals, recognizing that patience, tolerance and civility are imperative to success and demonstrates the Council’s commitment to respect different opinions, by inviting and considering different perspectives, allowing space for ideas to be expressed, debated, opposed, and clarified in a constructive manner.

SECTION SIX

This pledge demonstrates our commitment against violence and incivility in all their forms whenever and wherever they occur in all our meetings and interactions.

SECTION SEVEN

The City of Monroe expects members of the public to be civil in its discussion of matters under consideration by and before the City Council, with elected officials, staff, and each other.

ADOPTED this 9th day of January, 2024.

Mayor

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

Council Member

ATTEST:

City Clerk



**CENTRAL SERVICES, BUILDINGS
& GROUNDS, PARKS, GUTA,
AND AIRPORT
MONTHLY REPORT
JANUARY
2024**

CENTRAL SERVICES

MONTHLY REPORT JANUARY 2024

	2023 January	2023 February	2023 March	2023 April	2023 May	2023 June	2023 July	2023 August	2023 September	2023 October	2023 November	2023 December	2022 December	Monthly Average	Yearly Totals
SAFETY PROGRAMS															
Facility Inspections	5	4	0	3	8	2	2	4	7	5	2	7	3	4.0	52
Vehicle Inspections	0	1	0	0	7	0	0	0	0	1	3	0	8	1.5	20
Equipment Inspections	0	0	0	0	3	2	0	0	0	0	3	0	0	0.6	8
Worksite Inspections	2	0	0	1	0	0	0	4	2	0	1	0	0	0.8	10
Employee Safety Classes	8	7	8	6	6	9	7	4	9	7	8	8	5	7.1	92
Attendance	39	32	45	42	38	22	31	22	35	27	40	42		34.6	415
PURCHASING															
P-Card Transactions	534	475	584	523	569	502	506	616	458	533	517	381	451	511.5	6,649
Purchase Orders	100	84	120	112	85	68	72	111	87	83	85	107	74	91.4	1,188
Total Purchases	634	559	704	635	654	570	578	727	545	616	602	488	525	602.8	7,837
Sealed Bids/Proposals	0	0	1	0	3	3	2	2	2	4	4	1	0	1.7	22
INFORMATION TECHNOLOGY															
Workorder Tickets	116	64	92	96	59	74	62	68	73	55	58	67	88	74.8	972
Phishing Fail Percentage	2.4%	2.8%	0.9%	0.8%	1.6%	2.7%	0.1%	1.2%	2.2%	1.9%	0.7%	1.0%	1.3%	1.5%	
MARKETING															
Job Vacancies	11	13	12	9	11	5	5	6	4	4	6	7	9	7.8	102
Social Media Updates	14	24	31	12	21	24	17	14	4	13	7	9	14	15.7	204
GROUNDS & FACILITIES															
Contractor Acres Mowed	188.7	188.7	188.7	188.7	188.7	188.7	188.7	188.7	188.7	188.7	188.7	188.7	188.7	188.7	2,452.9
Trash Collection	8,780	7,540	9,140	6,200	3,040	4,500	3,880	4,440	3,290	2,645	1,920	2,460	8,220	5,081.2	66,055.0
Street Sweeper Utilization	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	61.5%	32.8%	48.1%	15.6%	N/A	39.5%	157.9%
Crew Acres Mowed	62.1	62.1	62.1	62.1	73.4	98.6	98.6	105.3	105.3	98.6	98.6	98.6	62.1	83.6	1,087.4

PROJECTS & UPDATES

FACILITIES & GROUNDS MAINTENANCE

Currently the City maintains all rights-of-way, facilities, and parks with a combination of City staff and contractor labor. This has allowed for the most efficient approach to maintaining all areas in a timely manner. During the month of December, the grounds and parks crews collected 2,460 pounds of trash and debris while also maintaining approximately 105 acres of rights-of-way and grounds at facilities and parks. Contractor labor was able to maintain an additional 188.7 acres of rights-of-way and grounds at facilities and parks. Central Services crews and contractor labor continue to focus weekly on maintaining a beautiful, safe, and inviting downtown, along with surrounding areas.

PROCUREMENT

Procurement has been working on several projects and bids, including the review of the 138/78 Waterline easements, Street Logix software, pump station equipment, and stormwater equipment. Staff is working with contractors on facility repairs to the Visitor Center/Museum and the water pump station.

INFORMATION TECHNOLOGY

There have been many additions and changes to our cybersecurity functions throughout the City per guidelines for our insurance renewals. If you see the message, *CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders*, understand that it is part of our standard text with any emails that may or may not come from an external source to our city email server.

PARKS

Now that we are passed our holiday season, the 12 Days of Christmas light displays we be coming down in Childers Park and the lights at the Town Green. Please be aware of this as our parks and public works crews and equipment will be present until removal and cleanup is complete.

AIRPORT PROJECTS & UPDATES

Cy Nunnally Airport (D73)

December Fuel Sales

\$5.79 Average Price

67 Transactions

1,483.0 Gallons Sold

\$8,586.38 Fuel Revenue

\$1,298.90 Fuel Profit/Loss

\$6,176.06 Airport Profit/Loss

MONTHLY REPORT

JANUARY 2024

	2023 January	2023 February	2023 March	2023 April	2023 May	2023 June	2023 July	2023 August	2023 September	2023 October	2023 November	2023 December	2022 December	Monthly Average	Yearly Totals
100LL AVGAS															
100LL Avgas Sale Price	\$5.99	\$5.99	\$5.99	\$5.99	\$5.99	\$5.99	\$5.80	\$5.79	\$5.79	\$5.79	\$5.79	\$5.79	\$5.99	\$5.90	
Transactions	57	32	61	42	46	57	77	79	103	95	66	67	35	62.8	817
Gallons Sold	1,163.4	700.8	1,487.3	993.7	1,082.3	1,293.1	1,856.9	1,950.0	2,469.3	2,343.3	1,630.8	1,483.0	915.5	1489.9	19,369.3
Avgas Revenue	\$6,969.04	\$4,197.62	\$8,908.67	\$5,952.50	\$6,483.23	\$7,745.60	\$10,773.79	\$11,290.50	\$14,297.06	\$13,567.71	\$9,442.23	\$8,586.38	\$5,483.68	\$8,746.00	\$113,698.01
Avgas Profit/Loss	\$986.17	\$588.02	\$1,264.77	\$840.11	\$916.37	\$1,097.74	\$1,652.43	\$1,714.26	\$2,174.74	\$2,063.04	\$1,429.88	\$1,298.90	\$772.78	\$1,292.25	\$16,799.21
GENERAL REVENUE/EXPENSE															
Hangar Rental	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$54,600.00
Lease Agreements	\$4,427.57	\$4,427.57	\$4,427.57	\$4,427.57	\$4,427.57	\$4,427.57	\$4,427.57	\$4,427.57	\$4,427.57	\$4,427.57	\$4,427.57	\$4,427.57	\$4,377.57	\$4,423.72	\$57,508.41
Grounds Maintenance	\$535.00	\$535.00	\$2,045.71	\$535.00	\$535.00	\$535.00	\$535.00	\$535.00	\$535.00	\$4,035.00	\$535.00	\$535.00	\$535.00	\$920.44	\$11,965.71
Buildings Maintenance	\$530.00	\$709.00	\$983.85	\$530.00	\$530.00	\$4,792.40	\$530.00	\$3,112.21	\$1,499.91	\$530.00	\$530.00	\$530.00	\$480.00	\$1,175.95	\$15,287.37
Equipment Maintenance	\$113.41	\$2,208.69	\$3,084.80	\$113.41	\$113.41	\$6,768.90	\$126.90	\$867.59	\$7,057.16	\$126.90	\$126.90	\$126.90	\$111.06	\$1,611.23	\$20,946.03
Airport Profit/Loss	\$5,809.33	\$3,136.90	\$1,152.28	\$5,730.76	\$5,807.02	(\$4,929.50)	\$6,529.59	\$3,268.49	(\$4,348.27)	\$6,940.20	\$6,307.04	\$6,176.06	\$5,598.29	\$3,629.09	\$47,178.19



CODE

DEPARTMENT

MONTHLY REPORT

January

2024

The Code Department of the City of Monroe respectfully submits this report to the Mayor and Council. It is the intent of this report to highlight statistics, specific job duties, and any job functions related to the Code Department during the time period of November 1, 2023 thru November 30, 2023.

Statistics:

- Total Calls: 496
- Total Minutes: 15:18:51
- Total Minutes/Call: 1:51
- Code Inspections: 91
- Total Permits Written: 70
- Amount collected for permits: \$19,380.95
- Check postings for General Ledger: 66

New Alcohol Licenses: 0

New Businesses: 3

- Davi Nails TL LLC – 2050 W Spring Street
- Total by Verizon – 1958 W Spring Street
- Deadset Properties LLC – N Midland Ave (Short Term Rental)

Closed Businesses: 1

- MAGS Interiors – 1810 Alcovy Mtn Rd (Not in the City Limits)

City Marshal November 2023:

- Patrolled city daily.
- Removed 62 signs from road way
- 598 repair/cleanup orders and Re-inspections
- Transported city funds for deposit to banks daily.
- Investigated 1 utility tampering and theft cases.
- 21 citations issued
- Represented City Marshals' office in Municipal Court
- Handled 43 Directed Complaints called in or e-mailed to Code Office
- Placed Planning Commission and Historic Preservation Commission Signs as needed

Historic Preservation Commission December 2023:

- Request for COA for Fence—331 N. Broad St.—Approved with conditions

Planning Commission December 2023:

- Request for COA—1490 Hwy 78—Signage—Approved with conditions
- Request for CUP—907 Amber Trail—Child Care Home—Approved with conditions
- Request for COA—130 Bankers Blvd—Sign Modifications—Approved with conditions
- Request for COA—208 S. Broad St.—Site Modifications—Approved without conditions

Code Department Daily Activities:

- Receiving business license payments, affidavits and identification.
- Processing business license renewals
- Processing paperwork for alcohol licenses and special event permits
- Checking turn-on list from utilities and contacting businesses that have not purchased business licenses
- Checking all businesses for delinquent city and county personal property taxes prior to issuing business licenses
- Updating spread sheets regarding business licenses, number of employees, E-Verify #'s etc.
- Applications for PTVR registrations and renewals
- Following up on golf cart permits that have not been renewed
- Verifying status for non-citizens thru the SAVE program
- Receipting payments for business licenses, building permits, miscellaneous funds
- Learning & implementing new all online process for State issued alcohol permits
- Process cemetery payments for grave openings and lot purchases
- Issuing permits for Building, Electrical, Plumbing and HVAC
- Receiving and preparing Rezones, variances, Conditional Uses, COA's, etc. for Meetings.
- Preparing and mailing letters to adjoining properties for Zoning Changes.
- Scheduling inspections for contractors.
- Preparing agenda items for Planning Commission and Historic Preservation Meetings.
- Scheduling Planning Commission and Historic Preservation meetings and attending
- Taking minutes for Planning & Zoning and Historic Preservation meetings and preparing them
- Taking and recording complaints.
- Researching Zoning Inquiries.
- Preparing all permit reports for County Tax Dept.
- Entering data for inspections being done into Incode software.
- Processing Open Records Requests
- Mail RC notices & citations for the City Marshals

11/1/2023	740 West Spring Street	70-56 Peddling Without Registration	RC	11/1/2023	Closed
11/1/2023	1109 Springer Lane # B	62-9 Abandoned Appliances	RC	11/15/2023	Closed
11/1/2023	1116 Springer Lane #A	62-9 Abandoned Appliances/Junk	RC	11/15/2023	Closed
11/1/2023	1026 Tall Oaks Lane	540.2 Boat and Trailer Front Yard	RC	11/15/2023	Closed
11/1/2023	517 Tall Oaks West	62-9 Inoperative Vehicle - Driveway	RC	11/15/2023	Closed
11/1/2023	517 Tall Oaks West	62-9 Neighborhood Standards - Junk / Debris	RC	11/15/2023	Closed
11/1/2023	415 Baron Drive # B	62-9 Inoperative Vehicle - On Jacks - Side Yard	RC	11/15/2023	Closed
11/1/2023	415 Baron Drive # B	62-9 Neighborhood Standards	RC	11/15/2023	Closed
11/1/2023	415 Baron Drive # B	18-259 Parking on Proper Surfaces	RC	11/15/2023	Closed
11/2/2023	111 South Hammond Drive	90-106 Business License Required	N/A	11/2/2023	Closed
11/2/2023	201 1/2 Atha Street	90-106 Business License Required	N/A	11/2/2023	Closed
11/2/2023	1958 West Spring Street	1240 Sign Permit Required	RC	11/3/2023	Closed
11/2/2023	1958 West Spring Street	90-106 Business License Required	RC	11/3/2023	Closed
11/2/2023	710 Davis Street	62-9 Car Parts	RC	11/10/2023	Closed
11/2/2023	710 Davis Street	62-9 Junk Vehicles	RC	11/10/2023	Closed
11/2/2023	710 Davis Street	62-9 Junk Vehicles	RC	11/10/2023	Closed
11/2/2023	710 Davis Street	62-9 Junk Vehicles	RC	11/10/2023	Closed
11/2/2023	1236 Claywill Circle	62-9 Abandoned Appliance - Washer and Dryer	RC	11/18/2023	Closed
11/2/2023	1236 Claywill Circle	62-9 Junk Debris in Yard	RC	11/18/2023	Closed
11/3/2023	109 East Spring Street	90-106 Business License Required	N/A	11/3/2023	Closed
11/3/2023	450 Glenwood Drive	1405.2 Building Permit Required	RC	11/8/2023	Closed
11/3/2023	1232 Claywill Circle	62-9 Junk Debris - Old Playset - Unsafe - Broken	RC	11/18/2023	Closed
11/3/2023	1232 Claywill Circle	18-258 Parking vehicle in front yard -Residential District	RC	11/18/2023	Closed
11/3/2023	1232 Claywill Circle	18-259 Parking on Proper Surfaces	RC	11/18/2023	Closed
11/3/2023	445 Baron Drive # A	62-9 Junk Car Parts	RC	12/3/2023	Open
11/3/2023	445 Baron Drive # A	18-253 Fence - Must be Maintained	RC	12/3/2023	Open
11/3/2023	445 Baron Drive # A	62-9 Inoperative Vehicle - Car- Side Yard	RC	12/3/2023	Open
11/3/2023	445 Baron Drive # A	62-9 Inoperative Vehicle - Truck- Side Yard	RC	12/3/2023	Open
11/3/2023	550 North Borad Street	62-9 Neighborhood Standards - Delapidated Structure	RC	12/3/2023	Open
11/3/2023	550 North Borad Street	18-262 Roof - Holes	RC	12/3/2023	Open
11/3/2023	550 North Borad Street	18-261 Exterior Walls	RC	12/3/2023	Open
11/6/2023	528 Arcadia Court	86-2 Housee Humbers Required	RC	11/21/2023	Closed
11/6/2023	704 Cloverdale Drive	86-2 Housee Humbers Required	RC	11/21/2023	Closed
11/6/2023	711 Cloverdale Drive	18-259 Parking on Proper Surfaces	RC	11/21/2023	Closed
11/6/2023	711 Cloverdale Drive	62-9 Inoperative Vehicle - Truck- Front	RC	11/21/2023	Closed
11/6/2023	711 Cloverdale Drive	62-9 Inoperative Vehicle - Car- Back Yard	RC	11/21/2023	Closed

11/6/2023	719 Cloverdale Drive	18-259 Parking on Proper Surfaces - White Truck	RC	11/21/2023	Closed
11/6/2023	723 Cloverdale Drive	18-259 Parking on Proper Surfaces	RC	11/21/2023	Closed
11/6/2023	723 Cloverdale Drive	62-9 Junk Inoperative Vehicle - Gray Car	RC	11/21/2023	Closed
11/6/2023	504 Kelton Road	610.3 Land Use Regulations (Chickens)	RC	11/21/2023	Closed
11/7/2023	1123 South Madison Avenue	90-106 Business License Check	N/A	11/7/2023	Closed
11/7/2023	813 Windsor Drive	Parking Complaint	N/A	11/7/2023	Closed
11/7/2023	802 Walton Road	18-259 Parking on Proper Surfaces	RC	11/14/2023	Closed
11/7/2023	802 Walton Road	18-258 Parking vehicle in front yard -Residential District	RC	11/14/2023	Closed
11/7/2023	511 Meadowbrook Drive	18-258 Parking vehicle in front yard -Residential District	RC	11/14/2023	Closed
11/7/2023	511 Meadowbrook Drive	18-258 Parking vehicle in front yard -Residential District	RC	11/14/2023	Closed
11/7/2023	511 Meadowbrook Drive	18-259 Parking on Proper Surfaces	RC	11/14/2023	Closed
11/7/2023	511 Meadowbrook Drive	18-259 Parking on Proper Surfaces	RC	11/14/2023	Closed
11/7/2023	515 Kelton Road	62-9 Neighborhood Standards - Householde Items	RC	11/21/2023	Closed
11/7/2023	1025 Windsor Drive	62-9 Neighborhood Standards - Junk Items	RC	11/21/2023	Closed
11/8/2023	540 Rosevelt Street	Prohibited Burning	RC	11/8/2023	Closed
11/8/2023	508 Royal Court	18-259 Parking on Proper Surfaces	RC	11/15/2023	Closed
11/8/2023	508 Royal Court	18-259 Parking on Proper Surfaces	RC	11/15/2023	Closed
11/8/2023	508 Royal Court	62-9 Neighborhood Standards - Junk / Car Parts	RC	11/15/2023	Closed
11/8/2023	508 Royal Court	62-9 Gray Car - No Tag - Side of House	RC	11/15/2023	Closed
11/8/2023	508 Royal Court	62-9 White Car - No Tag - Side of House	RC	11/15/2023	Closed
11/8/2023	522 Cedar Lane	540.2 Trailer Parked in front of Housee	RC	11/15/2023	Closed
11/8/2023	512 Forest Street	62-9 Neighborhood Standards - Junk Household Items	RC	11/15/2023	Closed
11/8/2023	508 Kelton Road	62-9 Junk / Inoperative Vehicle	RC	11/15/2023	Closed
11/8/2023	508 Kelton Road	18-259 Parking on Proper Surfaces	RC	11/15/2023	Closed
11/8/2023	508 Kelton Road	540.2 Trailer Parked in front of Housee	RC	11/15/2023	Closed
11/9/2023	N/A	Off	N/A	11/9/2023	Closed
11/10/2023	n/A	Off	N/A	11/10/2023	Closed
11/13/2023	220 Stone Creek Bend	540.2 Trailer Parked in front of Housee	RC	11/28/2023	Closed
11/13/2023	538 Chestnut Lane	62-9 Neighborhood Standards Junk / Debris	RC	11/28/2023	Closed
11/13/2023	538 Chestnut Lane	18-255 Open Outdoor Storage	RC	11/28/2023	Closed
11/13/2023	1211 East Church Street	62-9 Neighborhood Standards Trash	RC	11/28/2023	Closed
11/13/2023	104 3rd Street	62-9 Neighborhood Standards - Appliances in Yard	RC	11/28/2023	Closed
11/13/2023	201 Mobley Circle	62-9Abandoned Vehicle - Gray Truck	RC	12/1/2023	Open
11/13/2023	201 Mobley Circle	18-259 Parking on Proper Surfaces	RC	12/1/2023	Open
11/14/2023	208 South Broad Street	HPC Sign	N/A	11/14/2023	Closed
11/14/2023	807 South Broad Street	HPC Sign	N/A	11/14/2023	Closed

11/14/2023	200 Barrett Street	HPC Sign	N/A	11/14/2023	Closed
11/14/2023	108 Williams Street	HPC Sign	N/A	11/14/2023	Closed
11/14/2023	105 North Broad Street	HPC Sign	N/A	11/14/2023	Closed
11/14/2023	116 South Wayne Steet	HPC Sign	N/A	11/14/2023	Closed
11/14/2023	522 East Spring Street	1265 Prohibited Signs and Advertising Devices	RC	11/17/2023	Closed
11/14/2023	425 Barron Drive # A	18-258 Parking vehicle in front yard -Residential District	RC	11/17/2023	Closed
11/14/2023	425 Barron Drive # A	18-259 Parking on Proper Surfaces	RC	11/17/2023	Closed
11/14/2023	1217 East Church Street	62-9 Neighborhood Standards Junk / Debris	RC	11/28/2023	Closed
11/14/2023	1217 East Church Street	18-255 Open Outdoor Storage	RC	11/28/2023	Closed
11/15/2023	521 Lander Street	18-259 Parking on Proper Surfaces	RC	11/25/2023	Closed
11/15/2023	521 Lander Street	18-259 Parking on Proper Surfaces	RC	11/25/2023	Closed
11/15/2023	521 Lander Street	18-259 Parking on Proper Surfaces	RC	11/25/2023	Closed
11/15/2023	521 Lander Street	18-259 Parking on Proper Surfaces	RC	11/25/2023	Closed
11/15/2023	521 Lander Street	62-9 Neighborhood Standards Trash	RC	11/25/2023	Closed
11/15/2023	521 Lander Street	18-258 Parking vehicle in front yard -Residential District	RC	11/25/2023	Closed
11/15/2023	521 Lander Street	18-258 Parking vehicle in front yard -Residential District	RC	11/25/2023	Closed
11/15/2023	521 Lander Street	18-258 Parking vehicle in front yard -Residential District	RC	11/25/2023	Closed
11/15/2023	521 Lander Street	18-258 Parking vehicle in front yard -Residential District	RC	11/25/2023	Closed
11/15/2023	140 Felker Street	18-255 Open Outdoor Storage - Tires/Rims	RC	11/30/2023	Closed
11/15/2023	314 Ash Street	62-9 Inoperative Vehicle - Gray Vehicle - Flat tire(s)	RC	11/30/2023	Closed
11/15/2023	1002 New Lacy Street	62-9 Junk Debris / Tires /Clean-up	RC	12/14/2023	Open
11/15/2023	112 East Fambrough Street	62-9 Junk Inoperative Vehicle -Boat	Citation	N/A	Closed
11/15/2023	112 East Fambrough Street	18-260 Exterior Surface Treatments	Citation	N/A	Closed
11/15/2023	112 East Fambrough Street	18-261 Exterior Walls	Citation	N/A	Closed
11/15/2023	112 East Fambrough Street	18-262 Roof	Citation	N/A	Closed
11/15/2023	112 East Fambrough Street	18-264 Windows	Citation	N/A	Closed
11/15/2023	112 East Fambrough Street	18-265 Exerior Doors	Citation	N/A	Closed
11/15/2023	112 East Fambrough Street	18-255 Open Outdoor Storage - Construction Debris	Citation	N/A	Closed
11/16/2023	129 Perry Street # A	Court Ordered Walk Through w/owner #MC 418-424	Citation	11/16/2023	Closed
11/16/2023	129 Perry Street # B	Court Ordered Walk Through w/owner #MC 425-431	Citation	11/16/2023	Closed
11/16/2023	131 Perry Street # A	Court Ordered Walk Through w/owner #MC 432-438	Citation	11/16/2023	Closed
11/16/2023	131 Perry Street # B	Court Ordered Walk Through w/owner #MC 439-445	Citation	11/16/2023	Closed
11/16/2023	208 South Broad Street	Permit Sign	N/A	11/16/2023	Closed
11/16/2023	130 Bankers Blvd	Permit Sign	N/A	11/16/2023	Closed
11/16/2023	1490 Hwy 79	Permit Sign	N/A	11/16/2023	Closed
11/16/2023	1016 Stone Creek Way	22-383 Violation of Short-term Rental Ordinance	RC	11/26/2023	Closed

11/16/2023	107 3rd Street	22-383 Violation of Short-term Rental Ordinance	RC	11/26/2023	Closed
11/16/2023	315 South Madison Avenue	42-252 Prohibited / Littering on Private Property	RC	12/4/2023	Open
11/16/2023	Magnolia Street - M0250045	62-9 Trash Debris - Empty Lot	RC	12/16/2023	Open
11/17/2023	1215 Custom Way # B	18-258 Parking Vehicle Front Yard	RC	11/20/2023	Closed
11/17/2023	1323 Sporty Lane # A	18-255 Open Outdoor Storage - Ladders	RC	12/4/2023	Open
11/17/2023	645 Baron Drive # A	62-9 Inoperative Vehicle - Gray Vehicle	RC	12/4/2023	Open
11/17/2023	1230 Custom Way # A	86-2 Housee Humbers Required	RC	12/4/2023	Open
11/17/2023	1230 Custom Way # B	86-2 Housee Humbers Required	RC	12/4/2023	Open
11/17/2023	726 Eagles Trail # B	62-9 Inoperative Vehicle - Red Truck - Flat Tires	RC	12/4/2023	Open
11/17/2023	730 Eagles Trail #A	62-9 Neighborhood Standards Trash / Debris	RC	12/4/2023	Open
11/17/2023	730 Eagles Trail #B	62-9 Neighborhood Standards Trash / Debris	RC	12/4/2023	Open
11/17/2023	644 Baron Drive # B	42-97 Height Permitted Tall Grass and Weeds	RC	12/4/2023	Open
11/20/2023	194 North Broad Street	70-56 Peddling Without Registration	RC	11/20/2023	Closed
11/20/2023	331 Stokes Street	62-9 Old Wood Debris at rear of property	RC	12/5/2023	Open
11/20/2023	304 Union Street	18-260 Exterior Surface Treatments	RC	12/20/2023	Open
11/20/2023	304 Union Street	18-261 Exterior Walls - Hole in front wall	RC	12/20/2023	Open
11/20/2023	224 Noth Hammond Drive	18-260 Exterior Surface Treatments	RC	12/20/2023	Open
11/20/2023	224 Noth Hammond Drive	18-262 Roofs - Structurally Sound	RC	12/20/2023	Open
11/20/2023	224 Noth Hammond Drive	62-9 Trash Debris	RC	12/20/2023	Open
11/20/2023	222 Noth Hammond Drive	18-260 Exterior Surface Treatments	RC	12/20/2023	Open
11/20/2023	222 Noth Hammond Drive	18-262 Roofs - Structurally Sound	RC	12/20/2023	Open
11/20/2023	222 Noth Hammond Drive	62-9 Trash Debris	RC	12/20/2023	Open
11/20/2023	325 Stokes Street	62-9 Neighborhood Standards - Trash and Debris	Citation	N/A	Closed
11/20/2023	325 Stokes Street	18-255 Open Outdoor Storage - Building Materials	Citation	N/A	Closed
11/20/2023	325 Stokes Street	18-260 Exterior Surface Treatments	Citation	N/A	Closed
11/20/2023	325 Stokes Street	18-261 Exterior Walls - Rotting Materials	Citation	N/A	Closed
11/20/2023	325 Stokes Street	18-262 Roofs - Structurally Sound	Citation	N/A	Closed
11/20/2023	325 Stokes Street	18-263 Exterior Decks and Porches - Rotting wood Floor	Citation	N/A	Closed
11/20/2023	325 Stokes Street	18-264 Windows - Damaged Broken	Citation	N/A	Closed
11/20/2023	325 Stokes Street	18-265 Exterior Doors - Damaged	Citation	N/A	Closed
11/21/2023	519 Landers Street	Parking Complaint	N/A	11/21/2023	Closed
11/21/2023	118 Hubbard Street	62-9 Inoperative Vehicle - Box Truck	RC	12/6/2023	Open
11/21/2023	118 Hubbard Street	62-9 Inoperative Vehicle - Box Truck	RC	12/6/2023	Open
11/21/2023	118 Hubbard Street	62-9 Inoperative Vehicle - Box Truck	RC	12/6/2023	Open
11/21/2023	122 Hubbard Street	62-9 Inoperative Vehicle - Box Truck	RC	12/6/2023	Open
11/21/2023	122 Hubbard Street	62-9 Inoperative Vehicle - Box Truck	RC	12/6/2023	Open

11/21/2023	122 Hubbard Street	62-9 Inoperative Vehicle - Box Truck	RC	12/6/2023	Open
11/21/2023	407 South Madison Avenue	18-260 Exterior Surface Treatments Peeling Paint	RC	12/21/2023	Open
11/21/2023	407 South Madison Avenue	18-261 Exterior Walls - Dormer Right	RC	12/21/2023	Open
11/21/2023	407 South Madison Avenue	18-262 Roof - Dormer Right	RC	12/21/2023	Open
11/21/2023	407 South Madison Avenue	18-264 Windows - Broken - Dormer Right	RC	12/21/2023	Open
11/22/2023	645 Mill Stone Bluff #A	42-97 Tall Grass and Weeds - Complaint	RC	11/29/2023	Closed
11/22/2023	645 Mill Stone Bluff #B	42-97 Tall Grass and Weeds - Complaint	RC	11/29/2023	Closed
11/22/2023	642 Mill Stone Bluff #A	42-97 Tall Grass and Weeds - Complaint	RC	11/29/2023	Closed
11/22/2023	642 Mill Stone Bluff #B	42-97 Tall Grass and Weeds - Complaint	RC	11/29/2023	Closed
11/22/2023	1450 South Broad Street # 176	62-9 Inoperative Vehicle - Wrecked Vehicle	RC	12/7/2023	Open
11/22/2023	1450 South Broad Street # 176	18-259 Parking on Proper Surfaces	RC	12/7/2023	Open
11/22/2023	1450 South Broad Street # 119	62-9 Inoperative Vehicle - Blue Car - Driveway	RC	12/7/2023	Open
11/27/2023	449 North Broad Street	70-56 Peddling Without Registration	RC	11/27/2023	Closed
11/27/2023	1450 South Broad Street # 171	18-256 Hazardous Tree - Dead Standing - Side Yard	RC	12/22/2023	Open
11/27/2023	1450 South Broad Street # 169	18-256 Hazardous Tree - Dead Standing Front Yard	RC	12/22/2023	Open
11/28/2023	830 Fawnfield Drive	18-263 Porches Damaged Steps	RC	12/28/2023	Open
11/28/2023	830 Fawnfield Drive	18-265 Exterior Door - Garage Door - Damaged	RC	12/28/2023	Open
11/28/2023	830 Fawnfield Drive	86-2 Housee Humbers Required	RC	12/28/2023	Open
11/28/2023	107 Atha Street	18-256 Hazardous Tree - Dead Standing Front Yard	RC	12/28/2023	Open
11/28/2023	425 Magnolia Street	62-9 Junk / Inoperative Vehicle -Truck - Back Yard	RC	12/28/2023	Open
11/28/2023	425 Magnolia Street	62-9 Junk / Inoperative Vehicle - Van - Back Yard	RC	12/28/2023	Open
11/28/2023	425 Magnolia Street	62-9 Junk / Inoperative Vehicle - Fork Lift - Side Yard	RC	12/28/2023	Open
11/28/2023	425 Magnolia Street	18-259 Parking on Proper Surfaces - Truck	RC	12/28/2023	Open
11/28/2023	425 Magnolia Street	18-259 Parking on Proper Surfaces - Van	RC	12/28/2023	Open
11/28/2023	425 Magnolia Street	18-259 Parking on Proper Surfaces -Fork Lift	RC	12/28/2023	Open
11/28/2023	425 Magnolia Street	610.3 Land Use Regulations (Chickens)	RC	12/28/2023	Open
11/28/2023	425 Magnolia Street	62-10 Unhealthy and Unsanitary Conditions	RC	12/28/2023	Open
11/28/2023	425 Magnolia Street	62-9 Junk / Debris in yard	RC	12/28/2023	Open
11/28/2023	425 Magnolia Street	18-255 Open Outdoor Storage - Pallets / Multiple Items	RC	12/28/2023	Open
11/28/2023	425 Magnolia Street	18-260 Exterior Surface Treatments - Paint	RC	12/28/2023	Open
11/28/2023	425 Magnolia Street	18-264 Windows - Damaged Broken	RC	12/28/2023	Open
11/28/2023	425 Magnolia Street	18-261 Exterior Walls - Damaged	RC	12/28/2023	Open
11/28/2023	425 Magnolia Street	18-262 Roof - Soffits / Fascia - Rotting Wood	RC	12/28/2023	Open
11/28/2023	858 Fawnfield Drive	86-2 Housee Humbers Required	RC	12/14/2023	Open
11/28/2023	857 Fawnfield Drive	86-2 Housee Humbers Required	RC	12/14/2023	Open
11/28/2023	1016 Stone Creek Way	22-253 Violation of Short-term Rental Ordinance	RC	12/8/2023	Open

11/29/2023	703 West Spring Street	1265 Prohibited Signs and Advertising Devices	RC	12/1/2023	Closed
11/29/2023	300 East Marable Street	18-262 Roof - Holes in roof	RC	12/29/2023	Open
11/29/2023	300 East Marable Street	18-261 Exterior Walls - Damaged - Outbuilding	RC	12/29/2023	Open
11/29/2023	300 East Marable Street	18-260 Exterior Surface Treatments - Paint	RC	12/29/2023	Open
11/29/2023	300 East Marable Street	18-265 Exterior Door - Shed / Damaged	RC	12/29/2023	Open
11/29/2023	314 Pine Park Street # B	62-10 Unhealthy and Unsanitary Conditions	RC	12/29/2023	Open
11/29/2023	314 Pine Park Street # B	18-68 Open Exposed Wiring	RC	12/29/2023	Open
11/29/2023	314 Pine Park Street # B	18-41 Smoke Detector Required	RC	12/29/2023	Open
11/29/2023	314 Pine Park Street # B	18-41 Attic Insulation	RC	12/29/2023	Open
11/29/2023	314 Pine Park Street # B	18-41 Attic Pull Down Stairs	RC	12/29/2023	Open
11/29/2023	314 Pine Park Street # B	18-41 Tamper Resistant Receptacles	RC	12/29/2023	Open
11/29/2023	314 Pine Park Street # B	18-41 Interior Walls - Ceiling - Bedrooms - Hall Missing	RC	12/29/2023	Open
11/29/2023	1958 West Spring Street	1265 Prohibited Signs and Advertising Devices	RC	12/1/2023	Closed
11/29/2023	445 Baron Drive # A	62-9 Junk Car Parts	RC	12/29/2023	Open
11/29/2023	445 Baron Drive # A	18-253 Fence - Must be Maintained	RC	12/29/2023	Open
11/29/2023	445 Baron Drive # A	62-9 Inoperative Vehicle - Car- Side Yard	RC	12/29/2023	Open
11/29/2023	445 Baron Drive # A	62-9 Inoperative Vehicle - Truck- Side Yard	RC	12/29/2023	Open
11/30/2023	105 North Broad Street	HPC Sign	N/A	11/30/2023	Closed
11/30/2023	208 South Broad Street	HPC Sign	N/A	11/30/2023	Closed
11/30/2023	200 Barrett Street	HPC Sign	N/A	11/30/2023	Closed
11/30/2023	108 Williams Street	HPC Sign	N/A	11/30/2023	Closed
11/30/2023	116 South Wayne Steet	HPC Sign	N/A	11/30/2023	Closed
11/30/2023	314 Pine Park Street # A	18-41 Interior Walls (Holes) (IPMC305.3)	RC	12/14/2023	Open
11/30/2023	314 Pine Park Street # A	18-41 Smoke Detector Required (IPMC 704.2)	RC	12/14/2023	Open
11/30/2023	314 Pine Park Street # A	18-68 Exposed Wiring (Kitchen)	RC	12/14/2023	Open
11/30/2023	314 Pine Park Street # A	18-68 Exposed Wiring (Living Room front wall)	RC	12/14/2023	Open
11/30/2023	314 Pine Park Street # A	62-9 Inoperative Vehicle - Missing Tire Leaking fluid	RC	12/14/2023	Open
11/30/2023	314 Pine Park Street # A	18-259 Parking on Proper Surfaces	RC	12/14/2023	Open
11/30/2023	314 Pine Park Street # A	18-259 Parking on Proper Surfaces	RC	12/14/2023	Open
11/30/2023	314 Pine Park Street # A	90-106 Operating a business in a residential district	RC	12/14/2023	Open
11/30/2023	314 Pine Park Street # A	Prohibited Burning	RC	11/30/2023	Open
11/30/2023	201 Mobley Circle	62-9Abandoned Vehicle - Gray Truck	RC	1/2/2024	Open
11/30/2023	201 Mobley Circle	18-259 Parking on Proper Surfaces	RC	1/2/2024	Open

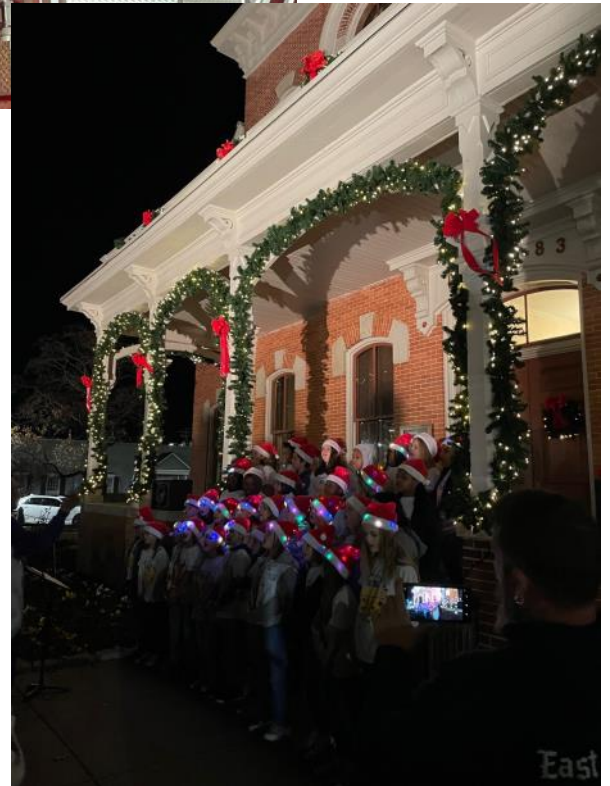
2-Nov-23	425 Glenwood Dr	neighborhood standards	RC	16-Nov-23	closed
2-Nov-23	450 Glenwood Dr	neighborhood standards	RC	16-Nov-23	closed
2-Nov-23	450 Glenwood Dr	tree debris in yard	RC	16-Nov-23	closed
2-Nov-23	403 Shamrock Dr	tall grass and weeds	RC	16-Nov-23	closed
2-Nov-23	449 Glenwood Dr	neighborhood standards	RC	16-Nov-23	closed
2-Nov-23	449 Glenwood Dr	vehicle parked on improper surface	RC	16-Nov-23	closed
2-Nov-23	454 Glenwood Dr	neighborhood standards	RC	16-Nov-23	closed
2-Nov-23	454 Glenwood Dr	tall grass and weeds	RC	16-Nov-23	closed
3-Nov-23	217 Reed Way	junk vehicle	RC	17-Nov-23	closed
3-Nov-23	217 Reed Way	vehicle parked on improper surface	RC	17-Nov-23	closed
3-Nov-23	323 Reed Way	neighborhood standards	RC	17-Nov-23	closed
3-Nov-23	323 Reed Way	vehicle parked on improper surface	RC	17-Nov-23	closed
3-Nov-23	225 West Fambrough St	neighborhood standards	RC	17-Nov-23	closed
3-Nov-23	703 Reed St	junk vehicle	RC	17-Nov-23	closed
3-Nov-23	1340 Armistead Cir	neighborhood standards	RC	17-Nov-23	closed
3-Nov-23	776 West Spring St	business license required	NA	3-Nov-23	closed
3-Nov-23	208 Boulivard	business license required	NA	3-Nov-23	closed
3-Nov-23	1216 Mathis St	business license required	NA	3-Nov-23	closed
6-Nov-23	410 Walker Dr	neighborhood standards	RC	20-Nov-23	closed
6-Nov-23	1225 Creek View Ct	vehicle parked on improper surface	RC	20-Nov-23	closed
6-Nov-23	377 Walker Dr	neighborhood standards	RC	20-Nov-23	closed
6-Nov-23	1312 Creek View Dr	neighborhood standards	RC	20-Nov-23	closed
6-Nov-23	1312 Creek View Dr	vehicle parked on improper surface	RC	20-Nov-23	closed
6-Nov-23	423 Walker Dr	neighborhood standards	RC	20-Nov-23	closed
7-Nov-23	119 Nowell St	junk vehicle	RC	21-Nov-23	open
7-Nov-23	119 Nowell St	vehicle parked on improper surface	RC	21-Nov-23	open
7-Nov-23	Launeous Ave	Commercial vehicle illegally parked	NA	7-Nov-23	closed
7-Nov-23	112 Nowell St	junk vehicle	RC	21-Nov-23	open
7-Nov-23	112 Nowell St	vehicle parked on improper surface	RC	21-Nov-23	open
7-Nov-23	113 Nowell St	neighborhood standards	RC	21-Nov-23	open
7-Nov-23	113 Nowell St	uncultivated vegg	RC	21-Nov-23	open
7-Nov-23	113 Nowell St	tall grass and weeds	RC	21-Nov-23	open
7-Nov-23	113 Nowell St	siding	RC	21-Nov-23	open
7-Nov-23	135 Nowell St	neighborhood standards	RC	21-Nov-23	open

7-Nov-23	135 Nowell St	tall grass and weeds	RC	21-Nov-23	open
7-Nov-23	116 Nowell St	aux structure w/o residence	RC	21-Nov-23	open
7-Nov-23	116 Nowell St	vehicle parked on improper surface	RC	21-Nov-23	open
7-Nov-23	116 Nowell St	neighborhood standards	RC	21-Nov-23	open
8-Nov-23	109 West Fambrough St	junk vehicle	RC	22-Nov-23	closed
8-Nov-23	109 West Fambrough St	vehicle parked on improper surface X3	RC	22-Nov-23	closed
8-Nov-23	1203 Inharitance Park	decks, porches, railings	RC	22-Nov-23	open
8-Nov-23	201 West Fambrough St	fence in disrepair	RC	22-Nov-23	closed
8-Nov-23	201 West Fambrough St	uncultivated vegg	RC	22-Nov-23	closed
8-Nov-23	201 West Fambrough St	tall grass and weeds	RC	22-Nov-23	closed
8-Nov-23	1200 South Broad St	neighborhood standards	RC	22-Nov-23	closed
8-Nov-23	1200 South Broad St	junk vehicle	RC	22-Nov-23	closed
8-Nov-23	1200 South Broad St	vehicle parked on improper surface	RC	22-Nov-23	closed
8-Nov-23	1200 South Broad St	tall grass and weeds	RC	22-Nov-23	closed
8-Nov-23	1200 South Broad St	uncultivated vegg	RC	22-Nov-23	closed
8-Nov-23	105 West Fambrough St	neighborhood standards	RC	22-Nov-23	open
8-Nov-23	105 West Fambrough St	junk vehicle	RC	22-Nov-23	open
8-Nov-23	105 West Fambrough St	vehicle parked on improper surface	RC	22-Nov-23	open
8-Nov-23	105 West Fambrough St	tall grass and weeds	RC	22-Nov-23	open
8-Nov-23	105 West Fambrough St	uncultivated vegg	RC	22-Nov-23	open
8-Nov-23	105 West Fambrough St	fence in disrepair	RC	22-Nov-23	open
9-Nov-23	121 5th St	junk vehicle	RC	23-Nov-23	closed
9-Nov-23	121 5th St	vehicle parked on improper surface	RC	23-Nov-23	closed
9-Nov-23	112 5th St	neighborhood standards	RC	23-Nov-23	open
9-Nov-23	112 5th St	open outdoor storage	RC	23-Nov-23	open
9-Nov-23	908 South Broad St	neighborhood standards	RC	23-Nov-23	closed
9-Nov-23	908 South Broad St	tree debris in yard	RC	23-Nov-23	closed
9-Nov-23	117 4th St	aux structure /carport falling in	RC	23-Nov-23	closed
9-Nov-23	117 4th St	house numbers required	RC	23-Nov-23	closed
9-Nov-23	119 3rd St	neighborhood standards	RC	23-Nov-23	closed
9-Nov-23	119 3rd St	tree debris in yard	RC	23-Nov-23	closed
10-Nov-23	127 5th St	junk vehicle	RC	24-Nov-23	closed
10-Nov-23	127 5th St	vehicle parked on improper surface	RC	24-Nov-23	closed
10-Nov-23	128 5th St	siding	RC	24-Nov-23	closed

10-Nov-23	128 5th St	porches and railings	RC	24-Nov-23	closed
10-Nov-23	128 5th St	tall grass and weeds	RC	24-Nov-23	closed
10-Nov-23	224.5 Douglas St	Decks & Porches	RC	24-Nov-23	open
10-Nov-23	224.5 Douglas St	skirting	RC	24-Nov-23	open
10-Nov-23	224.5 Douglas St	leak in sewer line	RC	24-Nov-23	open
10-Nov-23	224.5 Douglas St	exposed wiring	RC	24-Nov-23	open
10-Nov-23	133 5th St	vehicle parked on improper surface X2	RC	24-Nov-23	closed
10-Nov-23	144 5th St	neighborhood standards	RC	24-Nov-23	open
10-Nov-23	144 5th St	unhealthy and unsanitary	RC	24-Nov-23	open
10-Nov-23	144 5th St	roof	RC	24-Nov-23	open
10-Nov-23	144 5th St	exterior walls	RC	24-Nov-23	open
10-Nov-23	144 5th St	windows	RC	24-Nov-23	open
10-Nov-23	144 5th St	exterior doors	RC	24-Nov-23	open
10-Nov-23	144 5th St	tall grass and weeds	RC	24-Nov-23	open
10-Nov-23	144 5th St	uncultivated vegg	RC	24-Nov-23	open
10-Nov-23	144 5th St	skirting	RC	24-Nov-23	open
	13 Nov 23 Military leave				
14-Nov-23	426 A Irving St	Junk vehicle	RC	11-Dec-23	open
14-Nov-23	426 A Irving St	Junk in yard	RC	11-Dec-23	open
14-Nov-23	426 A Irving St	Decks & Porches	RC	11-Dec-23	open
14-Nov-23	426 A Irving St	Roofs	RC	11-Dec-23	open
14-Nov-23	426 A Irving St	Veh on improper Surface	RC	11-Dec-23	open
14-Nov-23	426 A Irving St	Hazardous Tree in Yard	RC	11-Dec-23	open
14-Nov-23	426 A Irving St	Tree Debris in yard	RC	11-Dec-23	open
14-Nov-23	426 A Irving St	Exposed Soil	RC	11-Dec-23	open
14-Nov-23	426 A Irving St	Open Outdoor Storage	RC	11-Dec-23	open
14-Nov-23	426 A Irving St	Unhealthy & Unsanitary	RC	11-Dec-23	open
14-Nov-23	426 B Irving St	Junk vehicle	RC	11-Dec-23	open
14-Nov-23	426 B Irving St	Junk in yard	RC	11-Dec-23	open
14-Nov-23	426 B Irving St	Decks & Porches	RC	11-Dec-23	open
14-Nov-23	426 B Irving St	Roofs	RC	11-Dec-23	open
14-Nov-23	426 B Irving St	Veh on improper Surface	RC	11-Dec-23	open
14-Nov-23	426 B Irving St	Hazardous Tree in Yard	RC	11-Dec-23	open
14-Nov-23	426 B Irving St	Tree Debris in yard	RC	11-Dec-23	open

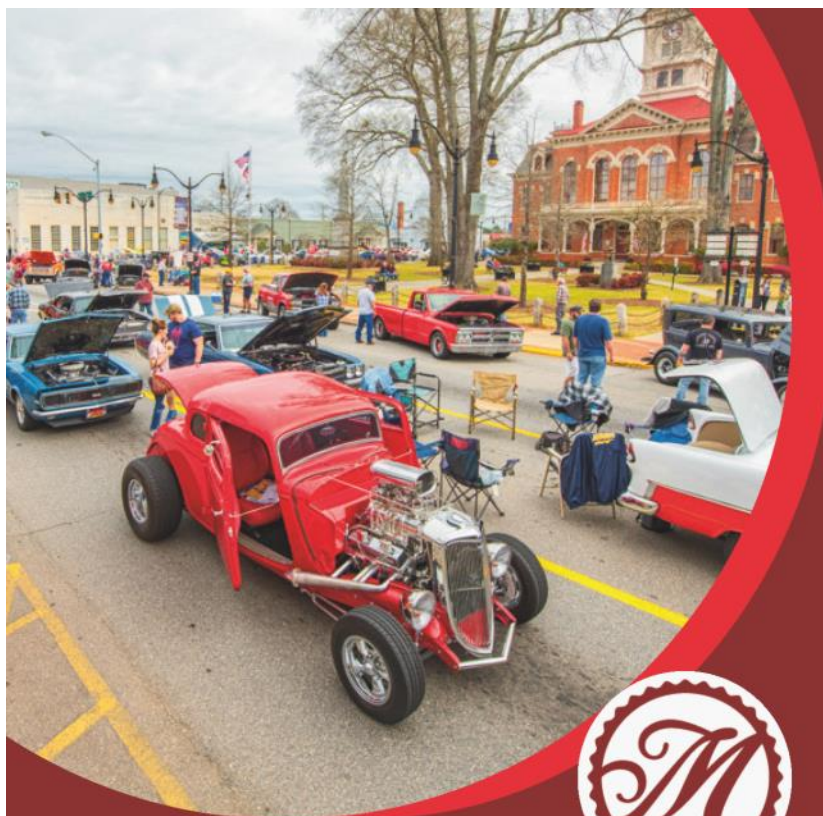
14-Nov-23	426 B Irving St	Exposed Soil	RC	11-Dec-23	open
14-Nov-23	426 B Irving St	Open Outdoor Storage	RC	11-Dec-23	open
15-Nov-23	126 Mountan View Dr	junk vehicle	RC	29-Nov-23	open
15-Nov-23	126 Mountan View Dr	Veh on improper Surface	RC	29-Nov-23	open
15-Nov-23	107 Forrest Ln	open outdoor storage	RC	29-Nov-23	open
15-Nov-23	105 Mountan View Dr	neighborhood standards	RC	29-Nov-23	open
15-Nov-23	105 Mountan View Dr	house numbers required	RC	29-Nov-23	open
15-Nov-23	105 Forrest Ln	neighborhood standards	RC	29-Nov-23	open
15-Nov-23	105 Forrest Ln	tall grass and weeds	RC	29-Nov-23	open
15-Nov-23	106 Mountan View Dr	Veh on improper Surface	RC	29-Nov-23	open
16-Nov-23	142 Mountanview Dr	neighborhood standards	RC	30-Nov-23	open
16-Nov-23	104 Pineview Dr	junk vehicle	RC	30-Nov-23	open
16-Nov-23	104 Pineview Dr	Veh on improper Surface	RC	30-Nov-23	open
16-Nov-23	133 Mountan View Dr	neighborhood standards	RC	30-Nov-23	open
16-Nov-23	102 Pine View Dr	neighborhood standards	RC	30-Nov-23	open
16-Nov-23	140 Mountan View Dr	neighborhood standards	RC	30-Nov-23	open
16-Nov-23	140 Mountan View Dr	windows	RC	30-Nov-23	open
17-Nov-23	112 W 5th St	neighborhood standards	citation		closed
17-Nov-23	112 W 5th St	open outdoor storage	citation		closed
17-Nov-23	117 Southside MHP	siding	RC	1-Dec-23	open
17-Nov-23	117 Southside MHP	decks and porches	RC	1-Dec-23	open
17-Nov-23	117 Southside MHP	skirting	RC	1-Dec-23	open
17-Nov-23	117 Southside MHP	house numbers required	RC	1-Dec-23	open
17-Nov-23	119 Southside MHP	neighborhood standards	RC	1-Dec-23	open
17-Nov-23	136 Southside MHP	neighborhood standards	RC	1-Dec-23	open
17-Nov-23	160 Southside MHP	neighborhood standards	RC	1-Dec-23	open
17-Nov-23	160 Southside MHP	skirting	RC	1-Dec-23	open
17-Nov-23	160 Southside MHP	open outdoor storage	RC	1-Dec-23	open
17-Nov-23	239 Southside MHP	neighborhood standards	RC	1-Dec-23	open
17-Nov-23	239 Southside MHP	decks and porches	RC	1-Dec-23	open

- Christmas Parade 22,000
- Candlelight Shopping Nights Dec 14-5000 in attendance
- Candlelight Shopping Dec 21-6200 in attendance
- Live Nativity– 20th-4000, 22nd-4500, 23rd-4700, 24th -1100



UPCOMING EVENTS:

- 2024 Sponsorship Campaign
- 2024 Event Card ready for distribution
- Car Show March 16th –registration opens January 22nd
- 2024 Farmers Market registration open 1/2-1/31 . Market begins April 6th for an expanded season this year. Look for rebrand of the market from Farmers Market to The Market.



Partnership with a purpose

**MAKE THE MOST OF YOUR
ADVERTISING DOLLARS BY
SUPPORTING
DOWNTOWN MONROE!**

Contact us to learn how you can
advertise your business while
supporting your local community.

Downtown Monroe
Main Street

☎ 770-266-5331

🌐 monroedowntown.com

✉ mainstreet@monroega.gov



2024 PARTNERSHIP OPPORTUNITIES

All sponsors can promote their business at our downtown events by placing flyers or promotional material at our information booth.



Classic Car Show:

- ☐ Presenting Sponsor (4) \$2500
- ☐ Awards Sponsor(4) \$1500
- ☐ Shuttle Sponsor (6) \$1500



First Friday Concerts:

- ☐ Series Presenting Sponsor (1) \$10,000
- ☐ Concert Sponsor (10) \$2,500



- ☐ Monroe Blooms Flower Festival:
Presenting Sponsor (4) \$2500
- ☐ Shuttle Sponsor (6) \$1500



July 4th Fireworks Spectacular:

- ☐ Presenting Sponsor (2) \$10,000



Fall Fest:

- ☐ Presenting Sponsor (4) \$2500
- ☐ Shuttle Sponsor (6) \$1500



Childers Park Christmas Light Display:

- ☐ Event Presenting Sponsor (4) \$1500
- ☐ 12 Days of Christmas Sponsor (12) \$2500
- ☐ Town Green Light Display (2) \$2500



Christmas Parade:

- ☐ Presenting Sponsor (4) \$2500



Candlelight Shopping:

- ☐ Presenting Sponsor (6) \$1500



- ☐ Monroe Farmers Market Partner (4) \$1500



- ☐ Monroe Murals Partner \$1500

GENERAL PARTNERSHIP OPPORTUNITIES



Community Event Grant Program, downtown planters, holiday lights, alleyway improvements, downtown marketing campaigns, signage, murals & other design projects.

- ☐ INDIVIDUAL / FAMILY PARTNER: \$100
- ☐ SILVER PARTNER: \$250 .
- ☐ GOLD PARTNER: \$500 .
- ☐ PLATINUM PARTNER: \$1000."
- ☐ VOLUNTEER - volunteers are a key part of our program, let us know if you'd like to be involved!

If you have questions about other ways you can partner with downtown or would like to customize a partnership package to better fit your needs, please contact

mainstreet@monroega.gov
770-266-5331

Giving with an Impact

Your partnership provides critical projects that not only help us create a thriving, vibrant downtown, but also helps stimulate our local economy.



Events

A full calendar of annual events gives you the perfect opportunity to put your business in front of thousands of customers. In 2023 our events brought over 200,000 people to downtown!



Design Projects

Our beautiful planters, banners, murals and holiday lights are just some of the projects made possible through your annual partnership.



Business Support, marketing & more

Community event grants, marketing campaigns and promotional materials are all made possible through your partnership.



Please return form to
Monroe Main Street
PO Box 1249, Monroe, GA
30655.

Send company logo to
mainstreet@monroega.gov

Business Name: _____

Contact Name: _____

Email: _____

Phone: _____

Address: _____

Website: _____

Sponsorship Total Amount: _____

Payment Method:

☐ Check
payable to "City of Monroe Main Street"

☐ Invoice

☐ Credit Card

Visa/MC/Amex Exp _____ CVC _____

Signature _____

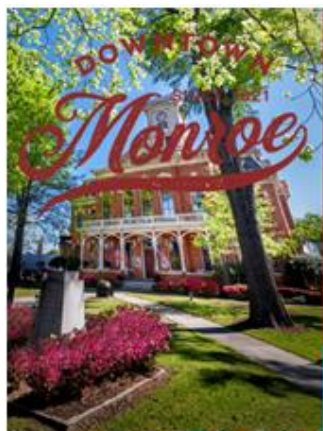
Payment Frequency

one-time _____ monthly _____

two payments _____

quarterly _____

DOWNTOWN
Monroe



2024

----- ANNUAL EVENTS -----



3/16 CAR SHOW | 9^{AM} TO 4^{PM}



4/6 THE MONROE MARKET | 9^{Am} TO 1^{PM}
Spring/Summer Season until 9/28 ~ Fall/Winter Season 11/2-12/14

5/3 FIRST FRIDAY CONCERT | 7^{PM}

6/7 FIRST FRIDAY CONCERT | 7^{PM}



6/15 FLOWER FESTIVAL | 10^{AM} TO 4^{PM}

8/2 FIRST FRIDAY CONCERT | 7^{PM}

9/6 FIRST FRIDAY CONCERT | 7^{PM}



10/12 FALL FEST | 10^{AM} TO 4^{PM}

11/7 LIGHT UP THE NIGHT | 5 TO 8^{PM}

11/14 CANDLELIGHT SHOPPING | 5 TO 8^{PM}
Every Thursday until Christmas



11/21 MAGICAL LIGHT PARADE | 6^{PM}
Childers Park- Lights on display until year end

12/5 CHRISTMAS PARADE | 6:30^{PM}

MEET ME in MONROE
Georgia



FOR MORE EVENT DETAILS VISIT

MONROEDOWNTOWN.COM



Financial Report as of November 2023

Online financial reports are available here
<https://cleargov.com/georgia/walton/city/monroe>

GENERAL FUND SUMMARY

GENERAL FUND REVENUES



TOTAL BUDGETED

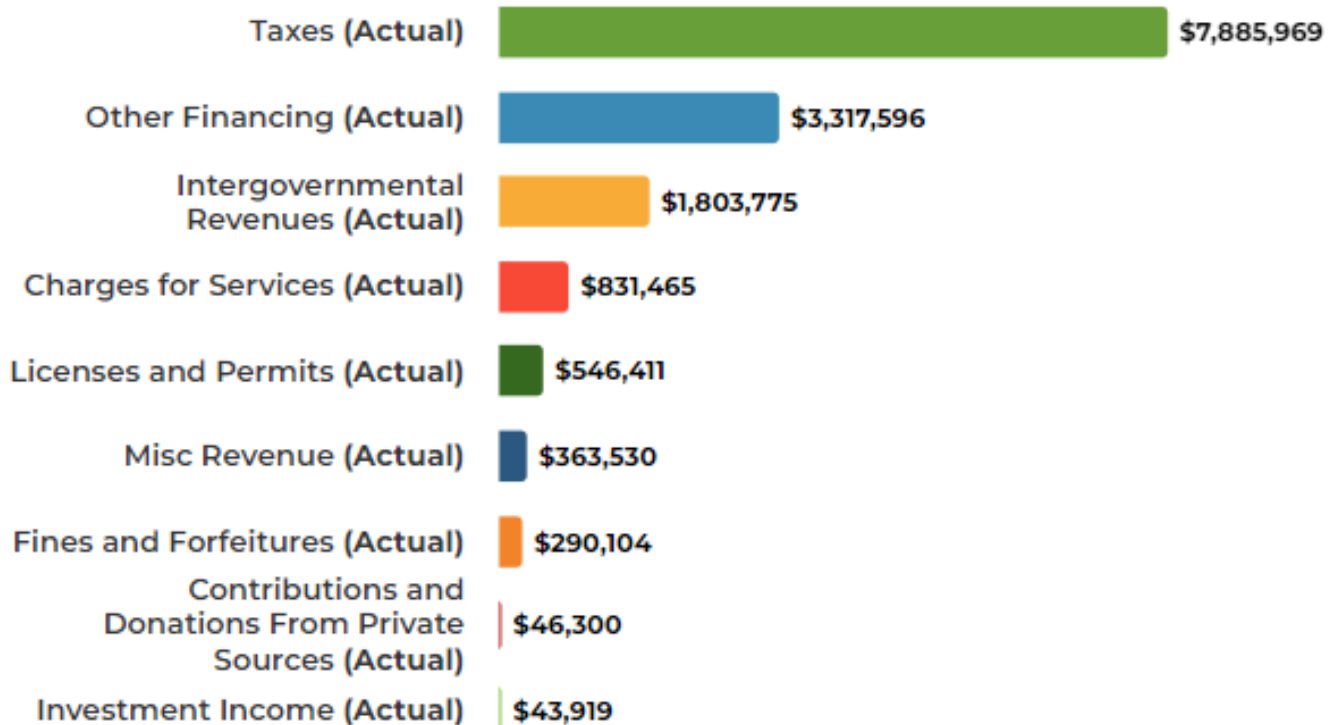
\$19,474,219

COLLECTED TO DATE

(78% of budgeted collected to date)

\$15,129,069

General Fund year-to-date revenues for the month totaled \$15,129,069 which is 77.7% of total budgeted revenues \$19,474,219 for 2023. Property Tax & Insurance Premium Tax collections make up @ 40% of total General Fund Revenues, which is not collected until the fourth quarter of each year.



GENERAL FUND EXPENDITURES



TOTAL BUDGETED

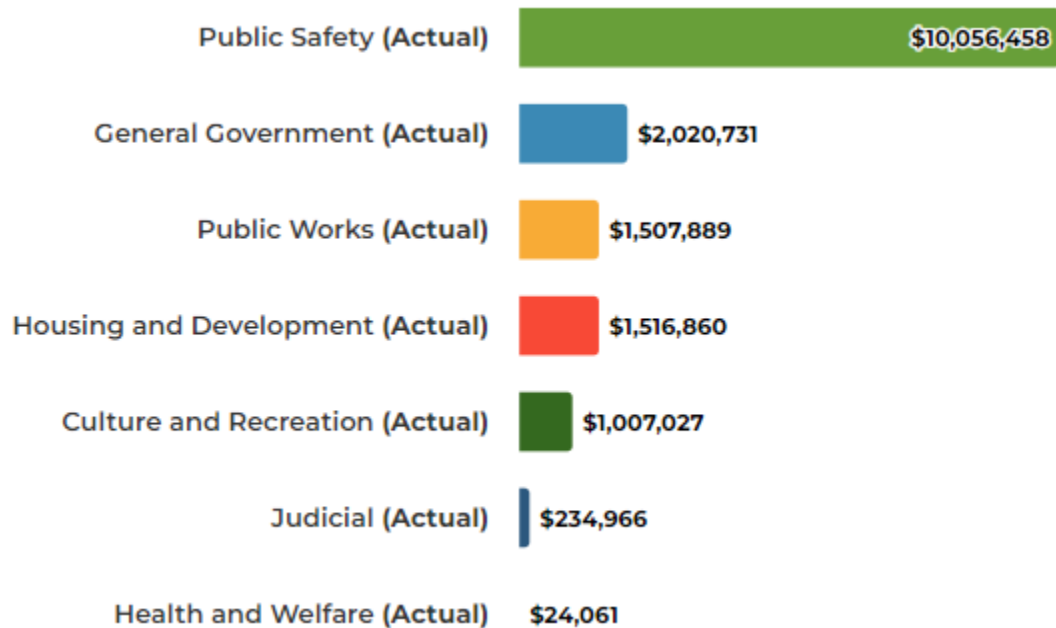
\$19,474,219

EXPENDED TO DATE

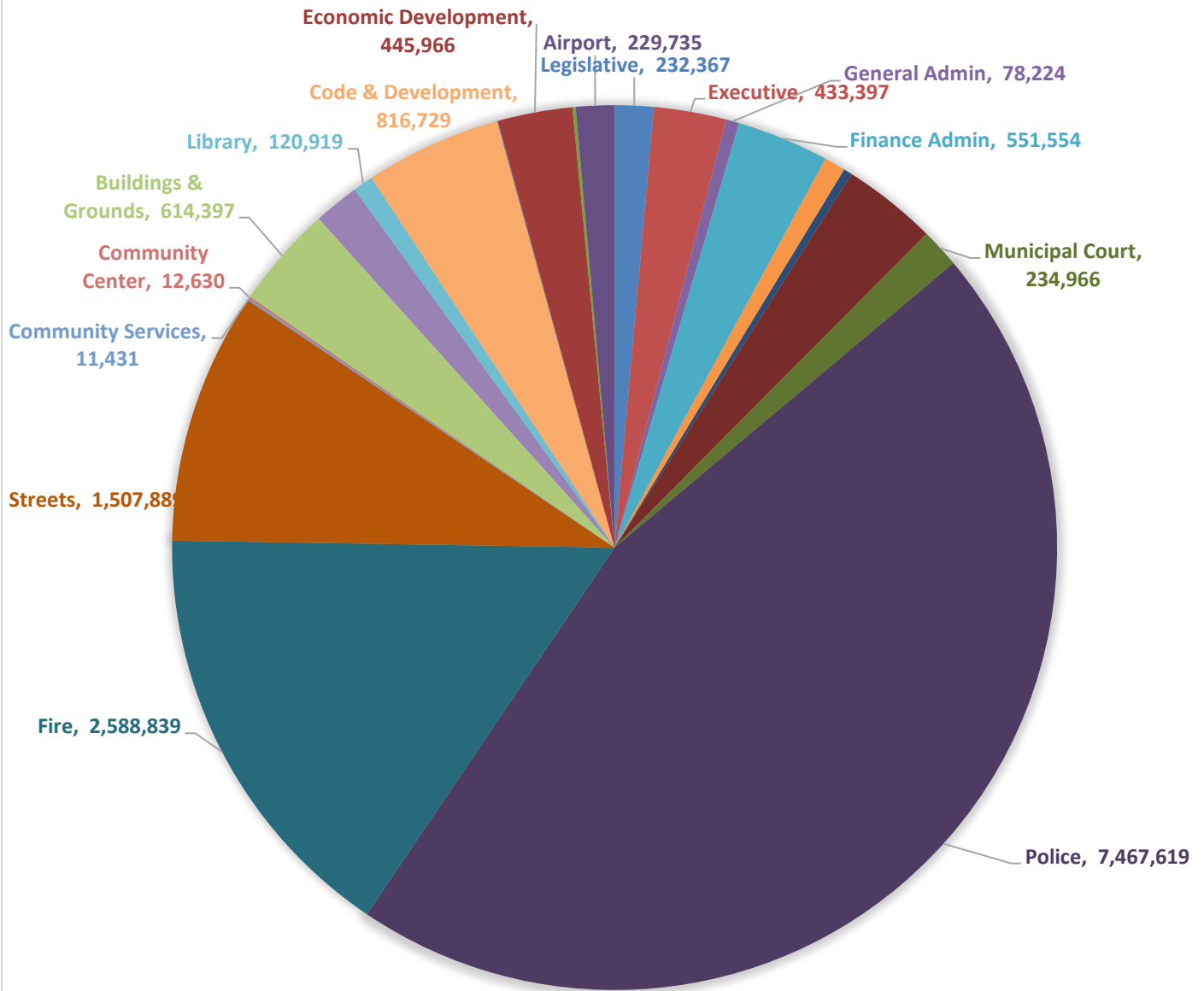
(84% of budgeted used to date)

\$16,367,992

General Fund year-to-date expenses for the month totaled \$16,367,992 which is 84% of total budgeted expenses of \$19,474,219 for 2023.



GENERAL FUND EXPENSE YTD



UTILITY FUND SUMMARY

UTILITY FUND REVENUES



TOTAL BUDGETED

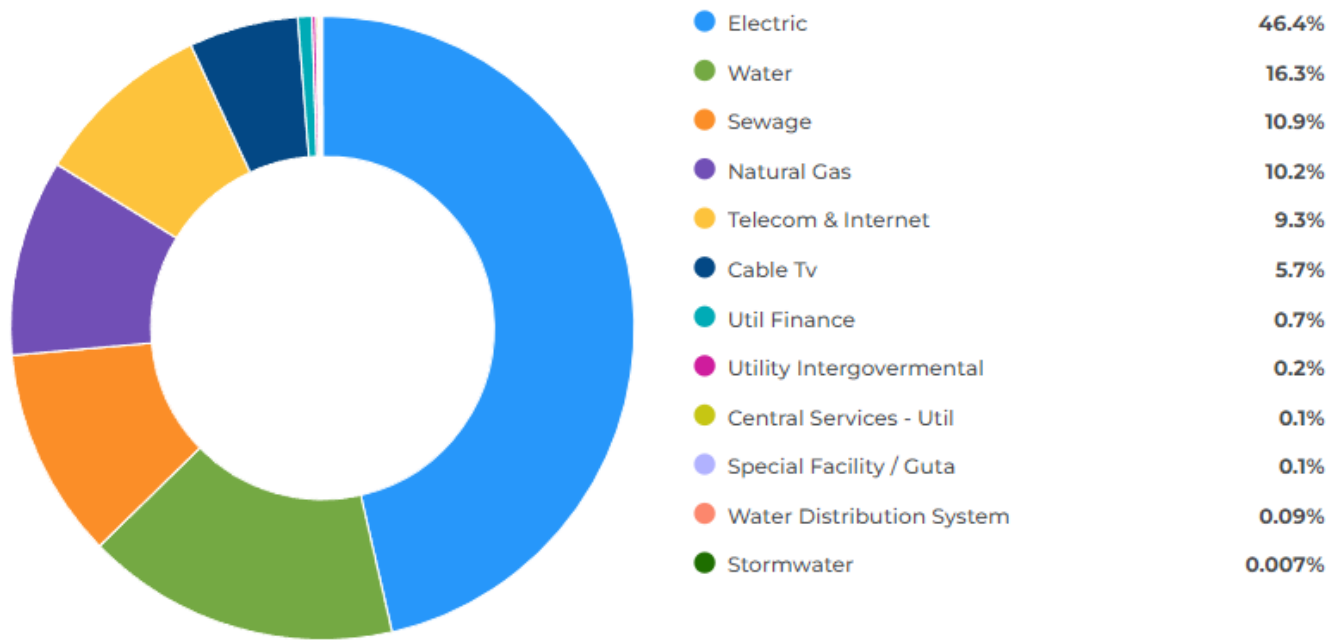
\$46,800,566

COLLECTED TO DATE

(93% of budgeted collected to date)

\$43,525,805

Utility Fund year-to-date operating revenues for the month totaled \$43,353,172 (*excluding capital revenue*). This is 92.6% of total budgeted revenues \$46,800,566 for 2023. Year-to-date capital revenue totaled \$172,633.



UTILITY FUND EXPENDITURES



TOTAL BUDGETED

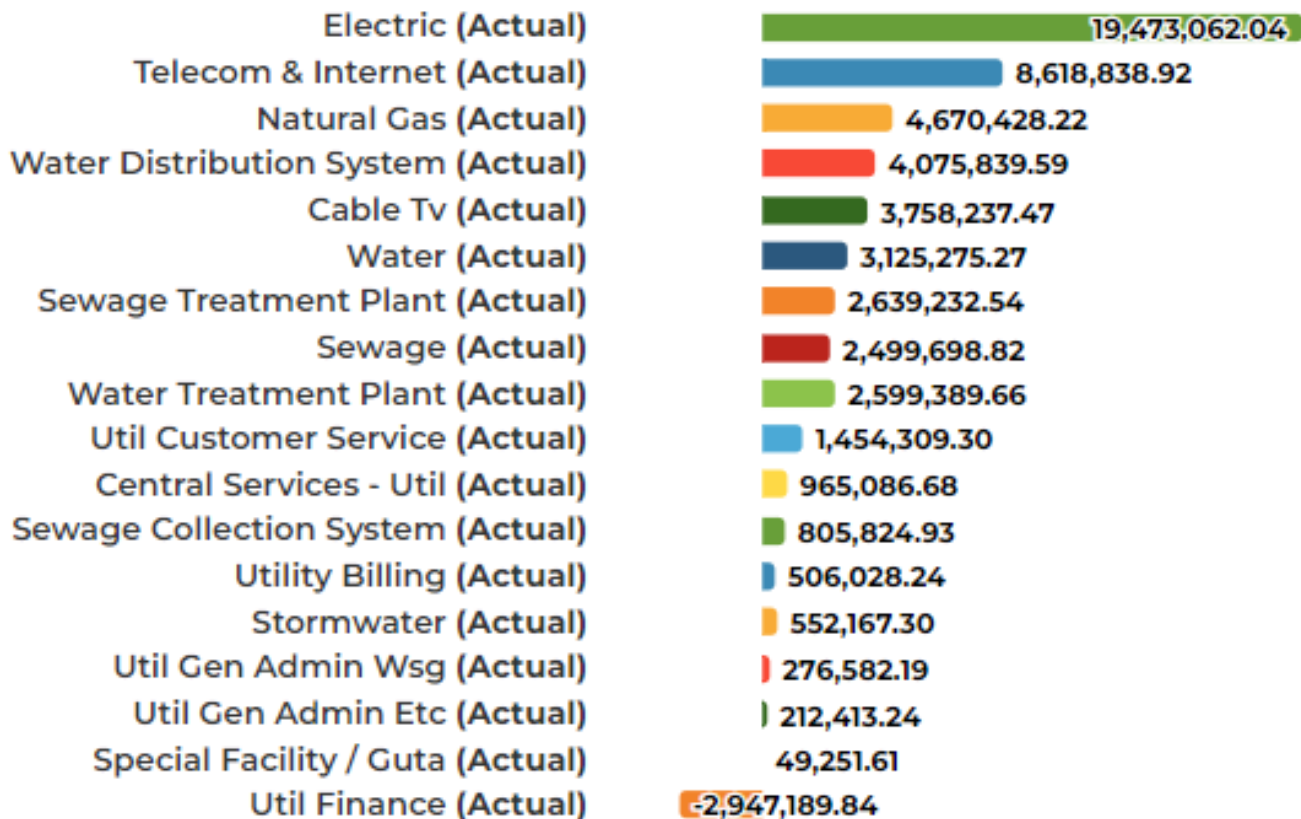
\$46,800,566

EXPENDED TO DATE

(114% of budgeted used to date)

\$53,334,476

Utility Fund year-to-date operating expenses for the month totaled \$41,368,036 (*excluding capital expense*) which is 88.4% of total budgeted expenses of \$46,800,566 for 2023. Year-to-date capital expenses totaled \$11,966,440 which include Utility Bond expenditures.



SOLID WASTE FUND SUMMARY

SOLID WASTE FUND REVENUES



TOTAL BUDGETED

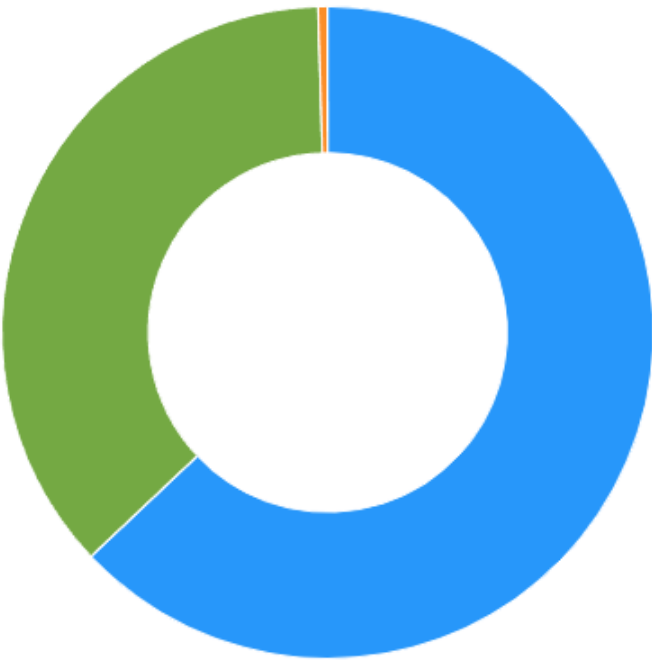
\$8,181,487

COLLECTED TO DATE

(82% of budgeted collected to date)

\$6,697,213

Solid Waste year-to-date revenues for the month totaled \$6,697,213. This is 81.8% of total budgeted revenues \$8,181,487 for 2023.



- Solid Waste Disposal 63%
- Solid Waste Collection 36.6%
- Recyclables Collection 0.5%

SOLID WASTE FUND EXPENDITURES



TOTAL BUDGETED

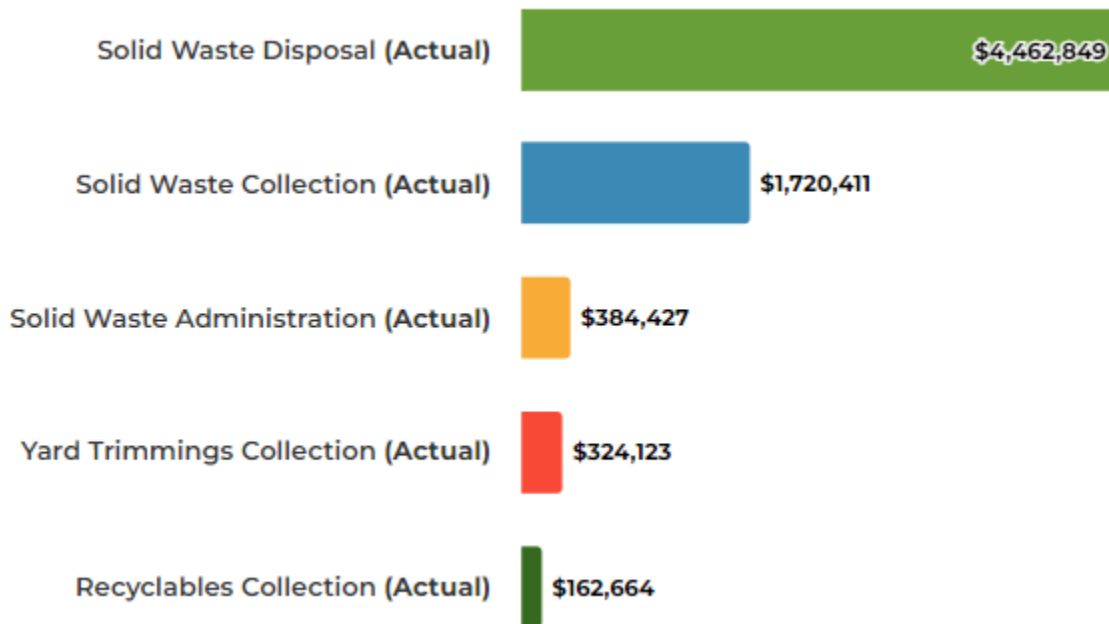
\$8,181,487

EXPENDED TO DATE

(90% of budgeted used to date)

\$7,387,408

Solid Waste year-to-date expenses for the month totaled \$6,973,258 (*excluding capital expense*) which is 85% of total budgeted expenses \$8,181,487. Year-to-date capital expenses totaled \$414,150.



Cash balances for the City of Monroe at month end totaled **\$61,837,851** including the utility bond funds.
The following table shows the individual account balances for the major funds

GOVERNMENTAL FUND	
General Fund Checking	1,662,794
Stabilization Fund	1,250,000
Group Health Insurance Claims (Insurance Trust)	110,834
CAPITAL PROJECTS FUND	
Capital Improvement - General Government	2,740
SPLOST 2013	136,241
SPLOST 2019	2,502,067
SPECIAL REVENUE FUND	
Hotel/Motel	14,595
DEA Confiscated Assets Fund	69,060
Confiscated Assets Fund	74,191
American Rescue Plan	2,084,833
ENTERPRISE FUND	
Solid Waste	925,080
Solid Waste Capital	747,897
Utility Revenue	2,144,573
Utility Tap Fees	3,683,924
Utility MEAG Short-Term Investment	7,777,447
Utility MEAG Intermediate Extended Investment	9,829,892
Utility MEAG Intermediate Portfolio Investment	4,169,006
2020 Bond Fund	21,679,227
Utility Customer Deposits (Restricted)	679,890
Utility Customer Deposits (Investment)	1,586,511

The total Utility Capital funds available at month end are \$8,658,432 as broken down in the section below:

Utility Capital Improvement Cash Balance	3,974,508
Utility Revenue Reserve Cash Balance	1,000,000
Tap Fees Cash Balance	3,683,924
Total Current Funds Available	8,658,432

Utility Transfers Out

	Capital Improvement		General Fund	
January	\$	318,366	\$	221,647
February	\$	327,553	\$	229,652
March	\$	294,708	\$	207,746
April	\$	255,807	\$	180,374
May	\$	255,003	\$	182,074
June	\$	251,703	\$	179,758
July	\$	262,410	\$	190,155
August	\$	278,441	\$	205,687
September	\$	294,148	\$	220,006
October	\$	278,000	\$	204,760
November	\$	252,382	\$	179,142
December				
YTD Total	\$	3,068,520	\$	2,201,001

Utility 2020 Bond Projects

	Original Budget	Expenditures	Balance
Alcovy Sewer Line Extension	4,000,000	2,113,771	1,886,229
Loganville Water Transmission Line Extension	5,580,000	5,580,000	-
Broadband Fiber Extension	12,700,000	8,654,534	4,045,466
Blaine Station Telecom Building	478,648	633,193	(154,545)
Wastewater Treatment Plant Upgrades	7,500,000	5,428,393	2,071,607
Raw Water Line Upgrades	3,520,000	1,552,421	1,967,579
Water Tank Industrial Park & Line Extension	3,000,000	231,265	2,768,735
East Walton Gas Line Extension	1,000,000	323,895	676,105
Future Water Transmission Line Extensions	1,700,000	1,601,832	98,168
Future Expansion Projects	5,771,352		4,471,194
Water Plant System Upgrades	3,000,000	4,300,158	(1,300,158)
Water Tank Northside of System	1,750,000		1,750,000
Bond Closing Fees from Bond Proceeds		435,942	(435,942)
	\$50,000,000	\$30,855,403	\$17,844,438

Solid Waste Capital Funding

Approved Projects/Assets

<u>Dept</u>	<u>Project Description</u>	<u>Remaining Budget</u>	<u>2023 Budgeted Expense</u>	<u>2023 Actual Expense</u>	<u>Remaining Budget</u>
Solid Waste	Transfer Station Improvements	28,973	50,000	44,857	34,116
Solid Waste	Guardrails for New Scales	14,000			14,000
Solid Waste	Downtown Dumpster Corrals	150,000			150,000
Solid Waste	Residential Garbage Truck	150,752		150,752	-
Solid Waste	Commercial Garbage Truck	251,165			251,165
Solid Waste	Repairs to Garbage Truck Sideloaders			16,780	(16,780)
Solid Waste	Pickup Truck	35,000		38,306	(3,306)
Solid Waste	Dodge Ram 1500 Truck		5,700	2,920	2,780
Solid Waste	Transfer Station Trailer		75,000		75,000
Solid Waste	Container Delivery Unit		147,000	160,535	(13,535)
Totals		629,890	277,700	414,150	493,440
Remaining estimated annual CIP transfers-in		-	432,000	72,000	
Estimated Solid Waste Capital Cash Balance		118,007		542,197	

Solid Waste Capital Improvement Cash Balance	747,897	as of November
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SPLOST Budgets

2013 SPLOST	Original Budget	Total Revenue Received Amended Budget	Expenditures	Reimbursements	Balance
Transportation	\$5,785,964	\$5,953,753	\$9,657,351	\$3,839,839	\$136,241
Public Safety	1,200,000	1,210,933	1,230,827	19,894	0
Solid Waste	2,513,544	2,119,133	2,119,132		0
	\$9,499,508	\$9,283,819	\$13,007,310	\$3,859,733	\$136,241

2019 SPLOST	Updated Budget	Total Revenue Received	Expenditures	Reimbursements	Balance
Transportation	\$6,139,675	\$9,360,111	\$7,865,504	\$2,164,421	\$3,659,028
Parks	7,194,378	4,011,476	6,981,638	2,126,942	(843,220)
	\$13,334,053	\$13,371,587	\$14,847,142	\$4,291,363	\$2,815,808



General Fund

For Fiscal Period Ending: Novemer 2023

	Original Total Budget	Current Total Budget	Period Activity	YTD	Assumed Dec	Projected Year End 2023	Year End 2022
Revenue							
1500 - GENERAL ADMIN			4,175	4,175	-	4,175	-
1510 - FINANCE ADMIN	15,022,894	15,022,894	1,790,913	11,377,211	4,212,132	15,589,342	15,380,182
1519 - INTERGOVERNMENTAL	2,303,237	2,303,237	-	1,605,149	1,030,777	2,635,926	1,182,586
1565 - WALTON PLAZA	3,308	3,308	289	3,046	276	3,321	3,308
2650 - MUNICIPAL COURT	300,000	300,000	24,916	258,463	20,653	279,116	247,393
3200 - POLICE	434,258	434,258	11,105	536,796	25,532	562,327	217,947
3500 - FIRE OPERATIONS	65,622	65,622	-	55,401	-	55,401	11,799
3510 - FIRE PREVENTION/CRR	20,000	20,000	350	28,130	550	28,680	11,495
4200 - STREETS & TRANSPORTATION	225,025	225,025	-	219,678	25,642	245,320	222,160
5530 - COMMUNITY CENTER	48,333	48,333	4,583	44,583	3,750	48,333	42,083
6200 - BLDGS & GROUNDS	-	-	-	17,835	-	17,835	-
7200 - CODE & DEVELOPMENT	647,100	647,100	21,663	729,077	45,464	774,541	664,830
7520 - ECONOMIC DEVELOPMENT	20,000	20,000	-	9,379	220	9,599	19,303
7521 - MAINSTREET	35,000	35,000	-	35,000	8,750	43,750	35,000
7563 - AIRPORT	349,442	349,442	16,048	205,148	13,521	218,670	273,571
Revenue Total:	19,474,219	19,474,219	1,874,042	15,129,070	5,387,267	20,516,337	18,311,656
Expense							
1100 - LEGISLATIVE	251,706	251,706	22,742	232,367	26,237	258,604	268,270
1300 - EXECUTIVE	472,190	472,190	45,863	433,397	51,719	485,116	417,653
1400 - ELECTIONS	20,300	20,300	-	-	-	-	-
1500 - GENERAL ADMIN	79,544	79,544	9,122	78,224	10,738	88,962	148,166
1510 - FINANCE ADMIN	506,034	506,034	18,653	531,554	22,910	554,463	464,842
1530 - LAW	160,000	160,000	289	128,264	29,920	158,184	161,531
1560 - AUDIT	40,000	40,000	-	52,030	-	52,030	40,000
1565 - WALTON PLAZA	591,850	591,850	120,900	564,895	27,454	592,349	594,127
2650 - MUNICIPAL COURT	254,944	254,944	17,083	234,966	21,953	256,920	234,500
3200 - POLICE	7,408,105	7,408,105	631,667	7,467,619	663,223	8,130,841	6,621,127
3500 - FIRE OPERATIONS	2,692,801	2,692,801	249,053	2,500,498	368,960	2,869,458	2,652,600
3510 - FIRE PREVENTION/CRR	104,371	104,371	7,002	88,342	9,654	97,996	98,465
4200 - STREETS & TRANSPORTATION	1,834,029	1,834,029	137,788	1,507,889	151,672	1,659,561	1,503,730
5500 - COMMUNITY SERVICES	12,900	12,900	-	11,431	2,105	13,536	12,036
5530 - COMMUNITY CENTER	6,180	6,180	98	12,630	(12,510)	119	6,665
6100 - PARKS	2,460,321	2,460,321	47,569	271,711	-	271,711	-
6200 - BLDGS & GROUNDS	651,665	651,665	58,940	614,397	124,934	739,331	949,039
6500 - LIBRARIES	154,443	154,443	42	120,919	30,942	151,861	133,898
7200 - CODE & DEVELOPMENT	898,451	898,451	40,764	816,729	58,198	874,927	711,626
7400 - PLANNING AND ZONING	4,844	4,844	-	4,844	-	4,844	4,683
7520 - ECONOMIC DEVELOPMENT	579,026	579,026	30,327	445,966	59,507	505,473	480,217
7550 - DOWNTOWN DEVELOPMENT	25,450	25,450	90	19,586	6,250	25,836	25,387
7563 - AIRPORT	265,065	265,065	25,815	229,735	7,414	237,149	252,896
Expense Total:	19,474,219	19,474,219	1,463,806	16,367,992	1,661,280	18,029,271	15,781,458
Report Surplus (Deficit):				(1,238,921)		2,487,066	2,530,198



Monroe, GA

Monthly Budget Report
Group Summary
For Fiscal: 2023 Period Ending: 11/30/2023

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DEP...	November Budget	November Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
Revenue									
R1: 31 - TAXES									
1510 - FINANCE ADMIN	930,179.02	1,485,990.26	555,811.24	59.75%	10,231,969.22	7,885,969.26	-2,345,999.96	-22.93%	11,166,615.00
Total R1: 31 - TAXES:	930,179.02	1,485,990.26	555,811.24	59.75%	10,231,969.22	7,885,969.26	-2,345,999.96	-22.93%	11,166,615.00
R1: 32 - LICENSES & PERMITS									
7200 - CODE & DEVELOPMENT	44,448.88	21,230.75	-23,218.13	-52.24%	488,937.68	546,411.09	57,473.41	11.75%	533,600.00
Total R1: 32 - LICENSES & PERMITS:	44,448.88	21,230.75	-23,218.13	-52.24%	488,937.68	546,411.09	57,473.41	11.75%	533,600.00
R1: 33 - INTERGOVERNMENTAL									
1519 - INTERGOVERNMENTAL	191,859.64	0.00	-191,859.64	-100.00%	2,110,456.04	1,605,148.80	-505,307.24	-23.94%	2,303,237.00
3200 - POLICE	166.60	0.00	-166.60	-100.00%	1,832.60	3,264.15	1,431.55	78.12%	2,000.00
3500 - FIRE OPERATIONS	1,316.93	0.00	-1,316.93	-100.00%	14,486.23	0.00	-14,486.23	-100.00%	15,809.52
4200 - STREETS & TRANSPORTATION	14,904.45	0.00	-14,904.45	-100.00%	163,948.95	178,925.21	14,976.26	9.13%	178,925.00
7200 - CODE & DEVELOPMENT	1,249.50	0.00	-1,249.50	-100.00%	13,744.50	8,286.78	-5,457.72	-39.71%	15,000.00
7520 - ECONOMIC DEVELOPMENT & PLANNNG	0.00	0.00	0.00	0.00%	0.00	8,150.00	8,150.00	0.00%	0.00
Total R1: 33 - INTERGOVERNMENTAL:	209,497.12	0.00	-209,497.12	-100.00%	2,304,468.32	1,803,774.94	-500,693.38	-21.73%	2,514,971.52
R1: 34 - CHARGES FOR SERVICES									
1510 - FINANCE ADMIN	67,473.00	67,333.63	-139.37	-0.21%	742,203.00	785,361.77	43,158.77	5.81%	810,000.00
3200 - POLICE	333.20	335.00	1.80	0.54%	3,665.20	3,821.08	155.88	4.25%	4,000.00
3500 - FIRE OPERATIONS	0.00	0.00	0.00	0.00%	0.00	3,057.00	3,057.00	0.00%	0.00
3510 - FIRE PREVENTION/CRR	1,666.00	350.00	-1,316.00	-78.99%	18,326.00	28,130.47	9,804.47	53.50%	20,000.00
7200 - CODE & DEVELOPMENT	583.10	75.00	-508.10	-87.14%	6,414.10	9,835.08	3,420.98	53.34%	7,000.00
7520 - ECONOMIC DEVELOPMENT & PLANNNG	1,666.00	0.00	-1,666.00	-100.00%	18,326.00	325.00	-18,001.00	-98.23%	20,000.00
7563 - AIRPORT	91.63	85.00	-6.63	-7.24%	1,007.93	935.00	-72.93	-7.24%	1,100.00
Total R1: 34 - CHARGES FOR SERVICES:	71,812.93	68,178.63	-3,634.30	-5.06%	789,942.23	831,465.40	41,523.17	5.26%	862,100.00
R1: 35 - FINES & FORFEITURES									
2650 - MUNICIPAL COURT	24,990.00	24,916.40	-73.60	-0.29%	274,890.00	258,462.66	-16,427.34	-5.98%	300,000.00
3200 - POLICE	2,915.50	3,346.30	430.80	14.78%	32,070.50	31,641.30	-429.20	-1.34%	35,000.00
Total R1: 35 - FINES & FORFEITURES:	27,905.50	28,262.70	357.20	1.28%	306,960.50	290,103.96	-16,856.54	-5.49%	335,000.00
R1: 36 - INVESTMENT INCOME									
1510 - FINANCE ADMIN	41.65	3,255.39	3,213.74	7,716.06%	458.15	43,919.31	43,461.16	9,486.23%	500.00
Total R1: 36 - INVESTMENT INCOME:	41.65	3,255.39	3,213.74	7,716.06%	458.15	43,919.31	43,461.16	9,486.23%	500.00
R1: 37 - CONTRIBUTIONS & DONATIONS									
3200 - POLICE	0.00	0.00	0.00	0.00%	0.00	10,300.00	10,300.00	0.00%	0.00
3500 - FIRE OPERATIONS	0.00	0.00	0.00	0.00%	0.00	1,000.00	1,000.00	0.00%	0.00

Monthly Budget Report

For Fiscal: 2023 Period Ending: 11/30/2023

DEP...	November Budget	November Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
7521 - MAINSTREET	2,915.50	0.00	-2,915.50	-100.00%	32,070.50	35,000.00	2,929.50	9.13%	35,000.00
Total R1: 37 - CONTRIBUTIONS & DONATIONS:	2,915.50	0.00	-2,915.50	-100.00%	32,070.50	46,300.00	14,229.50	44.37%	35,000.00
R1: 38 - MISCELLANEOUS REVENUE									
1500 - GENERAL ADMIN	0.00	4,175.00	4,175.00	0.00%	0.00	4,175.00	4,175.00	0.00%	0.00
1510 - FINANCE ADMIN	3,956.75	34.22	-3,922.53	-99.14%	43,524.25	52,834.49	9,310.24	21.39%	47,500.00
1565 - WALTON PLAZA	275.55	289.41	13.86	5.03%	3,031.05	3,045.71	14.66	0.48%	3,308.00
3200 - POLICE	0.00	7,423.59	7,423.59	0.00%	0.00	59,492.59	59,492.59	0.00%	0.00
5530 - COMMUNITY CENTER	4,026.13	4,583.33	557.20	13.84%	44,287.43	44,583.32	295.89	0.67%	48,333.00
7200 - CODE & DEVELOPMENT	0.00	357.00	357.00	0.00%	0.00	14,062.64	14,062.64	0.00%	0.00
7520 - ECONOMIC DEVELOPMENT & PLANNNG	0.00	0.00	0.00	0.00%	0.00	904.00	904.00	0.00%	0.00
7563 - AIRPORT	27,066.66	15,962.58	-11,104.08	-41.02%	297,733.26	184,431.95	-113,301.31	-38.05%	324,930.00
Total R1: 38 - MISCELLANEOUS REVENUE:	35,325.09	32,825.13	-2,499.96	-7.08%	388,575.99	363,529.70	-25,046.29	-6.45%	424,071.00
R1: 39 - OTHER FINANCING SOURCES									
1510 - FINANCE ADMIN	249,756.63	234,299.45	-15,457.18	-6.19%	2,747,322.93	2,609,124.68	-138,198.25	-5.03%	2,998,279.01
3200 - POLICE	32,758.39	0.00	-32,758.39	-100.00%	360,342.29	428,276.41	67,934.12	18.85%	393,258.00
3500 - FIRE OPERATIONS	4,149.33	0.00	-4,149.33	-100.00%	45,642.63	51,344.47	5,701.84	12.49%	49,812.00
4200 - STREETS & TRANSPORTATION	3,840.13	0.00	-3,840.13	-100.00%	42,241.43	40,752.41	-1,489.02	-3.53%	46,100.00
6200 - BLDGS & GROUNDS	0.00	0.00	0.00	0.00%	0.00	17,834.60	17,834.60	0.00%	0.00
7200 - CODE & DEVELOPMENT	7,621.95	0.00	-7,621.95	-100.00%	83,841.45	150,481.64	66,640.19	79.48%	91,500.00
7563 - AIRPORT	1,950.21	0.00	-1,950.21	-100.00%	21,452.31	19,781.39	-1,670.92	-7.79%	23,412.00
Total R1: 39 - OTHER FINANCING SOURCES:	300,076.64	234,299.45	-65,777.19	-21.92%	3,300,843.04	3,317,595.60	16,752.56	0.51%	3,602,361.01
Total Revenue:	1,622,202.33	1,874,042.31	251,839.98	15.52%	17,844,225.63	15,129,069.26	-2,715,156.37	-15.22%	19,474,218.53
Expense									
1100 - LEGISLATIVE	20,967.09	22,741.73	-1,774.64	-8.46%	230,637.99	232,367.37	-1,729.38	-0.75%	251,706.00
1300 - EXECUTIVE	39,333.38	45,862.58	-6,529.20	-16.60%	432,667.18	433,397.20	-730.02	-0.17%	472,190.00
1400 - ELECTIONS	1,690.99	0.00	1,690.99	100.00%	18,600.89	0.00	18,600.89	100.00%	20,300.00
1500 - GENERAL ADMIN	6,625.97	9,121.52	-2,495.55	-37.66%	72,885.67	78,224.06	-5,338.39	-7.32%	79,544.00
1510 - FINANCE ADMIN	42,152.57	18,652.77	23,499.80	55.75%	463,678.27	531,553.73	-67,875.46	-14.64%	506,034.00
1530 - LAW	13,328.00	289.00	13,039.00	97.83%	146,608.00	128,263.78	18,344.22	12.51%	160,000.00
1560 - AUDIT	3,332.00	0.00	3,332.00	100.00%	36,652.00	52,030.00	-15,378.00	-41.96%	40,000.00
1565 - WALTON PLAZA	49,301.08	120,899.94	-71,598.86	-145.23%	542,311.88	564,895.08	-22,583.20	-4.16%	591,849.81
2650 - MUNICIPAL COURT	21,236.78	17,082.93	4,153.85	19.56%	233,604.58	234,966.46	-1,361.88	-0.58%	254,944.00
3200 - POLICE	617,095.10	631,667.34	-14,572.24	-2.36%	6,788,046.10	7,467,618.50	-679,572.40	-10.01%	7,408,105.00
3500 - FIRE OPERATIONS	224,310.27	249,052.88	-24,742.61	-11.03%	2,467,412.97	2,500,497.68	-33,084.71	-1.34%	2,692,801.00
3510 - FIRE PREVENTION/CRR	8,694.07	7,002.18	1,691.89	19.46%	95,634.77	88,341.59	7,293.18	7.63%	104,371.00
4200 - STREETS & TRANSPORTATION	152,774.56	137,787.72	14,986.84	9.81%	1,680,520.16	1,507,888.93	172,631.23	10.27%	1,834,029.00
5500 - COMMUNITY SERVICES	1,074.57	0.00	1,074.57	100.00%	11,820.27	11,431.00	389.27	3.29%	12,900.00
5530 - COMMUNITY CENTER	514.78	98.45	416.33	80.88%	5,662.58	12,629.62	-6,967.04	-123.04%	6,180.00
6100 - RECREATION	204,944.72	47,569.14	157,375.58	76.79%	2,254,391.92	271,710.81	1,982,681.11	87.95%	2,460,321.13
6200 - BLDGS & GROUNDS	54,283.65	58,940.31	-4,656.66	-8.58%	597,120.15	614,396.63	-17,276.48	-2.89%	651,665.00
6500 - LIBRARIES	12,865.06	41.94	12,823.12	99.67%	141,515.66	120,919.47	20,596.19	14.55%	154,442.61



Monroe, GA

General Fund Income Statement

Group Summary

For Fiscal: 2023 Period Ending: 11/30/2023

DEPT	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Revenue					
1500 - GENERAL ADMIN	0.00	0.00	4,175.00	4,175.00	-4,175.00
1510 - FINANCE ADMIN	15,022,894.01	15,022,894.01	1,790,912.95	11,377,209.51	3,645,684.50
1519 - INTERGOVERNMENTAL	2,303,237.00	2,303,237.00	0.00	1,605,148.80	698,088.20
1565 - WALTON PLAZA	3,308.00	3,308.00	289.41	3,045.71	262.29
2650 - MUNICIPAL COURT	300,000.00	300,000.00	24,916.40	258,462.66	41,537.34
3200 - POLICE	434,258.00	434,258.00	11,104.89	536,795.53	-102,537.53
3500 - FIRE OPERATIONS	65,621.52	65,621.52	0.00	55,401.47	10,220.05
3510 - FIRE PREVENTION/CRR	20,000.00	20,000.00	350.00	28,130.47	-8,130.47
4200 - STREETS & TRANSPORTATION	225,025.00	225,025.00	0.00	219,677.62	5,347.38
5530 - COMMUNITY CENTER	48,333.00	48,333.00	4,583.33	44,583.32	3,749.68
6200 - BLDGS & GROUNDS	0.00	0.00	0.00	17,834.60	-17,834.60
7200 - CODE & DEVELOPMENT	647,100.00	647,100.00	21,662.75	729,077.23	-81,977.23
7520 - ECONOMIC DEVELOPMENT & PLANNNG	20,000.00	20,000.00	0.00	9,379.00	10,621.00
7521 - MAINSTREET	35,000.00	35,000.00	0.00	35,000.00	0.00
7563 - AIRPORT	349,442.00	349,442.00	16,047.58	205,148.34	144,293.66
Revenue Total:	19,474,218.53	19,474,218.53	1,874,042.31	15,129,069.26	4,345,149.27
Expense					
1100 - LEGISLATIVE	251,706.00	251,706.00	22,741.73	232,367.37	19,338.63
1300 - EXECUTIVE	472,190.00	472,190.00	45,862.58	433,397.20	38,792.80
1400 - ELECTIONS	20,300.00	20,300.00	0.00	0.00	20,300.00
1500 - GENERAL ADMIN	79,544.00	79,544.00	9,121.52	78,224.06	1,319.94
1510 - FINANCE ADMIN	506,034.00	506,034.00	18,652.77	531,553.73	-25,519.73
1530 - LAW	160,000.00	160,000.00	289.00	128,263.78	31,736.22
1560 - AUDIT	40,000.00	40,000.00	0.00	52,030.00	-12,030.00
1565 - WALTON PLAZA	591,849.81	591,849.81	120,899.94	564,895.08	26,954.73
2650 - MUNICIPAL COURT	254,944.00	254,944.00	17,082.93	234,966.46	19,977.54
3200 - POLICE	7,408,105.00	7,408,105.00	631,667.34	7,467,618.50	-59,513.50
3500 - FIRE OPERATIONS	2,692,801.00	2,692,801.00	249,052.88	2,500,497.68	192,303.32
3510 - FIRE PREVENTION/CRR	104,371.00	104,371.00	7,002.18	88,341.59	16,029.41
4200 - STREETS & TRANSPORTATION	1,834,029.00	1,834,029.00	137,787.72	1,507,888.93	326,140.07
5500 - COMMUNITY SERVICES	12,900.00	12,900.00	0.00	11,431.00	1,469.00
5530 - COMMUNITY CENTER	6,180.00	6,180.00	98.45	12,629.62	-6,449.62
6100 - RECREATION	2,460,321.13	2,460,321.13	47,569.14	271,710.81	2,188,610.32
6200 - BLDGS & GROUNDS	651,665.00	651,665.00	58,940.31	614,396.63	37,268.37
6500 - LIBRARIES	154,442.61	154,442.61	41.94	120,919.47	33,523.14
7200 - CODE & DEVELOPMENT	898,451.00	898,451.00	40,763.67	816,728.81	81,722.19
7400 - PLANNING AND ZONING	4,844.00	4,844.00	0.00	4,844.25	-0.25
7520 - ECONOMIC DEVELOPMENT & PLANNNG	579,026.00	579,026.00	30,327.24	445,966.23	133,059.77
7550 - DOWNTOWN DEVELOPMENT	25,450.00	25,450.00	90.24	19,585.77	5,864.23
7563 - AIRPORT	265,065.00	265,065.00	25,814.90	229,734.76	35,330.24
Expense Total:	19,474,218.55	19,474,218.55	1,463,806.48	16,367,991.73	3,106,226.82
Total Surplus (Deficit):	-0.02	-0.02	410,235.83	-1,238,922.47	



Monroe, GA

General Fund Prior-Year Comparative Income Statement

Group Summary

For the Period Ending 11/30/2023

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DEP...	2022 Nov. Activity	2023 Nov. Activity	Nov. Variance Favorable / (Unfavorable)	Variance %	2022 YTD Activity	2023 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Revenue								
1500 - GENERAL ADMIN	0.00	4,175.00	4,175.00	0.00%	0.00	4,175.00	4,175.00	0.00%
1510 - FINANCE ADMIN	1,253,332.46	1,790,912.95	537,580.49	42.89%	11,168,050.24	11,377,209.51	209,159.27	1.87%
1519 - INTERGOVERNMENTAL	0.00	0.00	0.00	0.00%	151,808.50	1,605,148.80	1,453,340.30	957.35%
1565 - WALTON PLAZA	275.63	289.41	13.78	5.00%	3,031.93	3,045.71	13.78	0.45%
2650 - MUNICIPAL COURT	22,379.70	24,916.40	2,536.70	11.33%	226,739.68	258,462.66	31,722.98	13.99%
3200 - POLICE	-3,769.65	11,104.89	14,874.54	394.59%	192,415.14	536,795.53	344,380.39	178.98%
3500 - FIRE OPERATIONS	0.00	0.00	0.00	0.00%	11,799.00	55,401.47	43,602.47	369.54%
3510 - FIRE PREVENTION/CRR	2,489.75	350.00	-2,139.75	-85.94%	10,944.75	28,130.47	17,185.72	157.02%
4200 - STREETS & TRANSPORTATION	0.00	0.00	0.00	0.00%	196,517.71	219,677.62	23,159.91	11.79%
5530 - COMMUNITY CENTER	3,750.00	4,583.33	833.33	22.22%	38,333.36	44,583.32	6,249.96	16.30%
6200 - BLDGS & GROUNDS	0.00	0.00	0.00	0.00%	0.00	17,834.60	17,834.60	0.00%
7200 - CODE & DEVELOPMENT	14,937.18	21,662.75	6,725.57	45.03%	619,366.25	729,077.23	109,710.98	17.71%
7520 - ECONOMIC DEVELOPMENT & PLANNING	1,595.00	0.00	-1,595.00	-100.00%	19,083.00	9,379.00	-9,704.00	-50.85%
7521 - MAINSTREET	0.00	0.00	0.00	0.00%	26,250.00	35,000.00	8,750.00	33.33%
7563 - AIRPORT	17,228.91	16,047.58	-1,181.33	-6.86%	260,049.62	205,148.34	-54,901.28	-21.11%
Revenue Total:	1,312,218.98	1,874,042.31	561,823.33	42.81%	12,924,389.18	15,129,069.26	2,204,680.08	17.06%
Expense								
1100 - LEGISLATIVE	24,475.97	22,741.73	1,734.24	7.09%	242,033.17	232,367.37	9,665.80	3.99%
1300 - EXECUTIVE	39,073.91	45,862.58	-6,788.67	-17.37%	365,933.85	433,397.20	-67,463.35	-18.44%
1500 - GENERAL ADMIN	15,565.56	9,121.52	6,444.04	41.40%	137,428.58	78,224.06	59,204.52	43.08%
1510 - FINANCE ADMIN	3,552.26	18,652.77	-15,100.51	-425.10%	441,932.41	531,553.73	-89,621.32	-20.28%
1530 - LAW	21,686.25	289.00	21,397.25	98.67%	109,423.64	128,263.78	-18,840.14	-17.22%
1560 - AUDIT	0.00	0.00	0.00	0.00%	40,000.00	52,030.00	-12,030.00	-30.08%
1565 - WALTON PLAZA	120,874.33	120,899.94	-25.61	-0.02%	566,672.47	564,895.08	1,777.39	0.31%
2650 - MUNICIPAL COURT	33,655.43	17,082.93	16,572.50	49.24%	204,046.51	234,966.46	-30,919.95	-15.15%
3200 - POLICE	551,941.66	631,667.34	-79,725.68	-14.44%	5,957,904.24	7,467,618.50	-1,509,714.26	-25.34%
3500 - FIRE OPERATIONS	230,186.21	249,052.88	-18,866.67	-8.20%	2,283,640.17	2,500,497.68	-216,857.51	-9.50%
3510 - FIRE PREVENTION/CRR	7,651.62	7,002.18	649.44	8.49%	88,810.44	88,341.59	468.85	0.53%
4200 - STREETS & TRANSPORTATION	131,149.46	137,787.72	-6,638.26	-5.06%	1,352,058.16	1,507,888.93	-155,830.77	-11.53%
5500 - COMMUNITY SERVICES	0.00	0.00	0.00	0.00%	9,931.00	11,431.00	-1,500.00	-15.10%
5530 - COMMUNITY CENTER	94.37	98.45	-4.08	-4.32%	19,175.09	12,629.62	6,545.47	34.14%
6100 - RECREATION	0.00	47,569.14	-47,569.14	0.00%	0.00	271,710.81	-271,710.81	0.00%
6200 - BLDGS & GROUNDS	148,546.72	58,940.31	89,606.41	60.32%	824,105.47	614,396.63	209,708.84	25.45%
6500 - LIBRARIES	41.94	41.94	0.00	0.00%	102,956.23	120,919.47	-17,963.24	-17.45%
7200 - CODE & DEVELOPMENT	64,227.08	40,763.67	23,463.41	36.53%	653,428.69	816,728.81	-163,300.12	-24.99%

General Fund Prior-Year Comparative Income Statement

For the Period Ending 11/30/

DEP...	2022 Nov. Activity	2023 Nov. Activity	Nov. Variance Favorable / (Unfavorable)	Variance %	2022 YTD Activity	2023 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
7400 - PLANNING AND ZONING	0.00	0.00	0.00	0.00%	4,682.78	4,844.25	-161.47	-3.45%
7520 - ECONOMIC DEVELOPMENT & PLANNING	48,691.32	30,327.24	18,364.08	37.72%	420,709.99	445,966.23	-25,256.24	-6.00%
7550 - DOWNTOWN DEVELOPMENT	37.95	90.24	-52.29	-137.79%	19,137.36	19,585.77	-448.41	-2.34%
7563 - AIRPORT	53,212.52	25,814.90	27,397.62	51.49%	245,481.10	229,734.76	15,746.34	6.41%
Expense Total:	1,494,664.56	1,463,806.48	30,858.08	2.06%	14,089,491.35	16,367,991.73	-2,278,500.38	-16.17%
Total Surplus (Deficit):	-182,445.58	410,235.83	592,681.41	324.85%	-1,165,102.17	-1,238,922.47	-73,820.30	-6.34%



Monroe, GA

General Fund Budget Report

Group Summary

For Fiscal: 2023 Period Ending: 11/30/2023

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DEP...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Revenue						
1500 - GENERAL ADMIN	0.00	0.00	4,175.00	4,175.00	4,175.00	0.00%
1510 - FINANCE ADMIN	15,022,894.01	15,022,894.01	1,790,912.95	11,377,209.51	-3,645,684.50	24.27%
1519 - INTERGOVERNMENTAL	2,303,237.00	2,303,237.00	0.00	1,605,148.80	-698,088.20	30.31%
1565 - WALTON PLAZA	3,308.00	3,308.00	289.41	3,045.71	-262.29	7.93%
2650 - MUNICIPAL COURT	300,000.00	300,000.00	24,916.40	258,462.66	-41,537.34	13.85%
3200 - POLICE	434,258.00	434,258.00	11,104.89	536,795.53	102,537.53	23.61%
3500 - FIRE OPERATIONS	65,621.52	65,621.52	0.00	55,401.47	-10,220.05	15.57%
3510 - FIRE PREVENTION/CRR	20,000.00	20,000.00	350.00	28,130.47	8,130.47	40.65%
4200 - STREETS & TRANSPORTATION	225,025.00	225,025.00	0.00	219,677.62	-5,347.38	2.38%
5530 - COMMUNITY CENTER	48,333.00	48,333.00	4,583.33	44,583.32	-3,749.68	7.76%
6200 - BLDGS & GROUNDS	0.00	0.00	0.00	17,834.60	17,834.60	0.00%
7200 - CODE & DEVELOPMENT	647,100.00	647,100.00	21,662.75	729,077.23	81,977.23	12.67%
7520 - ECONOMIC DEVELOPMENT & PLANNNG	20,000.00	20,000.00	0.00	9,379.00	-10,621.00	53.11%
7521 - MAINSTREET	35,000.00	35,000.00	0.00	35,000.00	0.00	0.00%
7563 - AIRPORT	349,442.00	349,442.00	16,047.58	205,148.34	-144,293.66	41.29%
Revenue Total:	19,474,218.53	19,474,218.53	1,874,042.31	15,129,069.26	-4,345,149.27	22.31%
Expense						
1100 - LEGISLATIVE	251,706.00	251,706.00	22,741.73	232,367.37	19,338.63	7.68%
1300 - EXECUTIVE	472,190.00	472,190.00	45,862.58	433,397.20	-38,792.80	8.22%
1400 - ELECTIONS	20,300.00	20,300.00	0.00	0.00	20,300.00	100.00%
1500 - GENERAL ADMIN	79,544.00	79,544.00	9,121.52	78,224.06	-1,319.94	1.66%
1510 - FINANCE ADMIN	506,034.00	506,034.00	18,652.77	531,553.73	-25,519.73	-5.04%
1530 - LAW	160,000.00	160,000.00	289.00	128,263.78	-31,736.22	19.84%
1560 - AUDIT	40,000.00	40,000.00	0.00	52,030.00	-12,030.00	-30.08%
1565 - WALTON PLAZA	591,849.81	591,849.81	120,899.94	564,895.08	-26,954.73	4.55%
2650 - MUNICIPAL COURT	254,944.00	254,944.00	17,082.93	234,966.46	-19,977.54	7.84%
3200 - POLICE	7,408,105.00	7,408,105.00	631,667.34	7,467,618.50	-59,513.50	-0.80%
3500 - FIRE OPERATIONS	2,692,801.00	2,692,801.00	249,052.88	2,500,497.68	-192,303.32	7.14%
3510 - FIRE PREVENTION/CRR	104,371.00	104,371.00	7,002.18	88,341.59	-16,029.41	15.36%
4200 - STREETS & TRANSPORTATION	1,834,029.00	1,834,029.00	137,787.72	1,507,888.93	-326,140.07	17.78%
5500 - COMMUNITY SERVICES	12,900.00	12,900.00	0.00	11,431.00	-1,469.00	11.39%
5530 - COMMUNITY CENTER	6,180.00	6,180.00	98.45	12,629.62	-6,449.62	-104.36%
6100 - RECREATION	2,460,321.13	2,460,321.13	47,569.14	271,710.81	-2,188,610.32	88.96%
6200 - BLDGS & GROUNDS	651,665.00	651,665.00	58,940.31	614,396.63	-37,268.37	5.72%
6500 - LIBRARIES	154,442.61	154,442.61	41.94	120,919.47	-33,523.14	21.71%
7200 - CODE & DEVELOPMENT	898,451.00	898,451.00	40,763.67	816,728.81	-81,722.19	9.10%
7400 - PLANNING AND ZONING	4,844.00	4,844.00	0.00	4,844.25	-0.25	-0.01%
7520 - ECONOMIC DEVELOPMENT & PLANNNG	579,026.00	579,026.00	30,327.24	445,966.23	-133,059.77	22.98%
7550 - DOWNTOWN DEVELOPMENT	25,450.00	25,450.00	90.24	19,585.77	-5,864.23	23.04%
7563 - AIRPORT	265,065.00	265,065.00	25,814.90	229,734.76	-35,330.24	13.33%
Expense Total:	19,474,218.55	19,474,218.55	1,463,806.48	16,367,991.73	3,106,226.82	15.95%
Report Surplus (Deficit):	-0.02	-0.02	410,235.83	-1,238,922.47	-1,238,922.45	12,250.00%



Utilities Fund

For Fiscal Period Ending: November 2023

	Original Total Budget	Current Total Budget	Period Activity	YTD	Assumed Dec	Projected Year End 2023	Year End 2022
Revenue							
4002 - WATER	8,103,733	8,103,733	631,372	7,082,068	2,066,664	9,148,732	9,713,582
4003 - SEWER	5,213,333	5,213,333	399,935	4,751,408	397,717	5,149,124	5,343,417
4004 - STORMWATER	8,000	8,000	650	2,950	-	2,950	6,608
4005 - GAS	5,741,619	5,741,619	244,903	4,435,528	662,842	5,098,371	5,836,544
4006 - GUTA	63,880	63,880	8,300	46,440	(5,998)	40,442	157,163
4008 - ELECTRIC	20,753,333	20,753,333	1,714,413	20,067,821	1,625,755	21,693,576	20,677,315
4009 - TELECOM & INTERNET	4,143,333	4,143,333	362,214	4,039,298	367,076	4,406,374	4,069,720
4010 - CABLE TV	2,773,333	2,773,333	189,943	2,462,298	220,245	2,682,542	2,985,527
4012 - UTIL FINANCE	-	-	105,806	410,525	10,077	420,602	742,590
4015- CENTRAL SERVICES	-	-	-	54,836	6,500	61,336	6,500
Revenue Total:	46,800,566	46,800,566	3,657,536	43,353,172	5,350,878	48,704,050	49,538,966
Expense							
4002 - WATER	7,223,733	7,223,733	519,881	6,097,592	583,375	6,680,967	6,740,221
4003 - SEWER	5,716,536	5,716,536	411,700	4,673,419	319,831	4,993,250	5,113,182
4004 - STORMWATER	483,003	483,003	49,887	512,293	26,522	538,815	366,429
4005 - GAS	6,691,442	6,691,442	320,440	4,468,212	707,858	5,176,070	5,614,801
4006 - GUTA	63,930	63,930	5,410	49,252	29,735	78,987	265,091
4007 - GEN ADMIN WSG	257,416	257,416	35,328	276,582	17,300	293,882	253,009
4008 - ELECTRIC	18,114,008	18,114,008	1,527,189	18,363,803	2,518,791	20,882,594	20,327,470
4009 - TELECOM & INTERNET	3,410,627	3,410,627	263,420	3,229,253	260,906	3,490,159	3,021,142
4010 - CABLE TV	4,542,960	4,542,960	325,180	3,755,141	266,424	4,021,566	4,171,000
4011 - GEN ADMIN ELEC/TELECOM	217,399	217,399	26,602	212,413	9,941	222,354	219,793
4012 - UTIL FINANCE	(2,634,804)	(2,634,804)	(260,732)	(3,132,444)	(56,265)	(3,188,709)	(2,852,933)
4013 - UTIL CUST SVC	1,452,640	1,452,640	143,004	1,454,309	200,256	1,654,566	1,689,047
4014 - UTIL BILLING	507,661	507,661	53,164	506,028	41,167	547,196	511,268
4015 - CENTRAL SERVICES	754,016	754,016	83,754	902,557	86,249	988,806	1,228,466
CAPITAL	-	-	-	-	-	-	-
Expense Total:	46,800,566	46,800,566	3,504,228	41,368,411	5,012,091	46,380,502	46,667,986
Report Surplus (Deficit):				1,984,761		2,323,548	2,870,980



Monroe, GA

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Monthly Budget Report

Group Summary

For Fiscal: 2023 Period Ending: 11/30/2023

ACTIVIT...	November Budget	November Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
Revenue									
4002 - WATER	675,040.98	631,372.22	-43,668.76	-6.47%	7,425,450.78	7,082,067.87	-343,382.91	-4.62%	8,103,733.33
4003 - SEWER	434,270.66	399,934.95	-34,335.71	-7.91%	4,776,977.26	4,751,407.54	-25,569.72	-0.54%	5,213,333.33
4004 - STORMWATER	666.40	650.00	-16.40	-2.46%	7,330.40	2,950.00	-4,380.40	-59.76%	8,000.00
4005 - GAS	478,276.88	244,902.89	-233,373.99	-48.79%	5,261,045.68	4,435,528.44	-825,517.24	-15.69%	5,741,619.33
4006 - GUTA	5,321.20	8,300.00	2,978.80	55.98%	58,533.20	46,440.00	-12,093.20	-20.66%	63,880.00
4008 - ELECTRIC	1,728,752.66	1,714,412.98	-14,339.68	-0.83%	19,016,279.26	20,067,820.58	1,051,541.32	5.53%	20,753,333.33
4009 - TELECOM & INTERNET	345,139.66	362,214.06	17,074.40	4.95%	3,796,536.26	4,039,298.11	242,761.85	6.39%	4,143,333.33
4010 - CABLE TV	231,018.66	189,942.86	-41,075.80	-17.78%	2,541,205.26	2,462,297.74	-78,907.52	-3.11%	2,773,333.33
4012 - UTIL FINANCE	0.00	105,806.46	105,806.46	0.00%	0.00	410,525.49	410,525.49	0.00%	0.00
4015 - CENTRAL SERVICES	0.00	0.00	0.00	0.00%	0.00	54,836.34	54,836.34	0.00%	0.00
Total Revenue:	3,898,487.10	3,657,536.42	-240,950.68	-6.18%	42,883,358.10	43,353,172.11	469,814.01	1.10%	46,800,565.98
Expense									
4002 - WATER	601,736.83	519,881.46	81,855.37	13.60%	6,619,105.13	6,097,591.97	521,513.16	7.88%	7,223,732.95
4003 - SEWER	476,187.27	411,700.20	64,487.07	13.54%	5,238,059.97	4,673,419.13	564,640.84	10.78%	5,716,535.60
4004 - STORMWATER	40,234.11	49,887.36	-9,653.25	-23.99%	442,575.21	512,293.10	-69,717.89	-15.75%	483,003.00
4005 - GAS	557,397.03	320,440.19	236,956.84	42.51%	6,131,367.33	4,467,836.35	1,663,530.98	27.13%	6,691,441.89
4006 - GUTA	5,325.35	5,409.94	-84.59	-1.59%	58,578.85	49,251.61	9,327.24	15.92%	63,930.00
4007 - GEN ADMIN WSG	21,442.70	35,327.71	-13,885.01	-64.75%	235,869.70	276,582.19	-40,712.49	-17.26%	257,416.00
4008 - ELECTRIC	1,508,896.82	1,527,188.68	-18,291.86	-1.21%	16,597,865.02	18,363,802.90	-1,765,937.88	-10.64%	18,114,008.00
4009 - TELECOM & INTERNET	284,105.16	263,419.50	20,685.66	7.28%	3,125,156.76	3,229,252.80	-104,096.04	-3.33%	3,410,627.00
4010 - CABLE TV	378,428.50	325,180.18	53,248.32	14.07%	4,162,713.50	3,755,141.47	407,572.03	9.79%	4,542,960.00
4011 - GEN ADMIN ELEC/TELECOM	18,109.28	26,602.40	-8,493.12	-46.90%	199,202.08	212,413.24	-13,211.16	-6.63%	217,399.00
4012 - UTIL FINANCE	-219,479.21	-260,732.34	41,253.13	-18.80%	-2,414,271.31	-3,132,444.09	718,172.78	-29.75%	-2,634,804.00
4013 - UTIL CUST SVC	121,004.88	143,003.99	-21,999.11	-18.18%	1,331,053.68	1,454,309.30	-123,255.62	-9.26%	1,452,640.00
4014 - UTIL BILLING	42,288.13	53,164.25	-10,876.12	-25.72%	465,169.43	506,028.24	-40,858.81	-8.78%	507,661.00
4015 - CENTRAL SERVICES	62,809.47	83,754.39	-20,944.92	-33.35%	690,904.17	902,557.71	-211,653.54	-30.63%	754,016.00
Total Expense:	3,898,486.32	3,504,227.91	394,258.41	10.11%	42,883,349.52	41,368,035.92	1,515,313.60	3.53%	46,800,566.44
Report Total:	0.78	153,308.51	153,307.73		8.58	1,985,136.19	1,985,127.61		-0.46



Monroe, GA

Utility Fund Income Statement

Group Summary

For Fiscal: 2023 Period Ending: 11/30/2023

ACTIVITY	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Revenue					
4002 - WATER	8,103,733.33	8,103,733.33	649,872.22	7,120,258.87	983,474.46
4003 - SEWER	5,213,333.33	5,213,333.33	399,934.95	4,751,407.54	461,925.79
4004 - STORMWATER	8,000.00	8,000.00	650.00	2,950.00	5,050.00
4005 - GAS	5,741,619.33	5,741,619.33	244,902.89	4,435,528.44	1,306,090.89
4006 - GUTA	63,880.00	63,880.00	8,300.00	46,440.00	17,440.00
4008 - ELECTRIC	20,753,333.33	20,753,333.33	1,742,654.92	20,202,262.85	551,070.48
4009 - TELECOM & INTERNET	4,143,333.33	4,143,333.33	362,214.06	4,039,298.11	104,035.22
4010 - CABLE TV	2,773,333.33	2,773,333.33	189,942.86	2,462,297.74	311,035.59
4012 - UTIL FINANCE	0.00	0.00	105,806.46	410,525.49	-410,525.49
4015 - CENTRAL SERVICES	0.00	0.00	0.00	54,836.34	-54,836.34
Revenue Total:	46,800,565.98	46,800,565.98	3,704,278.36	43,525,805.38	3,274,760.60
Expense					
4002 - WATER	7,223,732.95	7,223,732.95	671,427.02	9,800,504.52	-2,576,771.57
4003 - SEWER	5,716,535.60	5,716,535.60	445,609.20	5,944,756.29	-228,220.69
4004 - STORMWATER	483,003.00	483,003.00	49,887.36	552,167.30	-69,164.30
4005 - GAS	6,691,441.89	6,691,441.89	424,092.35	4,670,428.22	2,021,013.67
4006 - GUTA	63,930.00	63,930.00	5,409.94	49,251.61	14,678.39
4007 - GEN ADMIN WSG	257,416.00	257,416.00	35,327.71	276,582.19	-19,166.19
4008 - ELECTRIC	18,114,008.00	18,114,008.00	1,754,197.68	19,473,062.04	-1,359,054.04
4009 - TELECOM & INTERNET	3,410,627.00	3,410,627.00	483,130.87	8,618,838.92	-5,208,211.92
4010 - CABLE TV	4,542,960.00	4,542,960.00	325,180.18	3,758,237.47	784,722.53
4011 - GEN ADMIN ELEC/TELECOM	217,399.00	217,399.00	26,602.40	212,413.24	4,985.76
4012 - UTIL FINANCE	-2,634,804.00	-2,634,804.00	-260,732.34	-2,947,189.84	312,385.84
4013 - UTIL CUST SVC	1,452,640.00	1,452,640.00	143,003.99	1,454,309.30	-1,669.30
4014 - UTIL BILLING	507,661.00	507,661.00	53,164.25	506,028.24	1,632.76
4015 - CENTRAL SERVICES	754,016.00	754,016.00	85,251.81	965,086.68	-211,070.68
Expense Total:	46,800,566.44	46,800,566.44	4,241,552.42	53,334,476.18	-6,533,909.74
Total Surplus (Deficit):	-0.46	-0.46	-537,274.06	-9,808,670.80	



Monroe, GA

Utility Fund Prior-Year Comparative Income Statement

Group Summary

For the Period Ending 11/30/2023

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ACTIVIT...	2022 Nov. Activity	2023 Nov. Activity	Nov. Variance Favorable / (Unfavorable)	Variance %	2022 YTD Activity	2023 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Revenue								
4002 - WATER	701,215.14	649,872.22	-51,342.92	-7.32%	7,646,917.91	7,120,258.87	-526,659.04	-6.89%
4003 - SEWER	463,847.61	399,934.95	-63,912.66	-13.78%	4,945,700.55	4,751,407.54	-194,293.01	-3.93%
4004 - STORMWATER	1,478.00	650.00	-828.00	-56.02%	5,658.00	2,950.00	-2,708.00	-47.86%
4005 - GAS	301,408.74	244,902.89	-56,505.85	-18.75%	5,173,701.85	4,435,528.44	-738,173.41	-14.27%
4006 - GUTA	9,291.00	8,300.00	-991.00	-10.67%	163,161.08	46,440.00	-116,721.08	-71.54%
4008 - ELECTRIC	1,674,491.62	1,742,654.92	68,163.30	4.07%	19,025,309.86	20,202,262.85	1,176,952.99	6.19%
4009 - TELECOM & INTERNET	352,420.39	362,214.06	9,793.67	2.78%	3,702,643.89	4,039,298.11	336,654.22	9.09%
4010 - CABLE TV	245,164.28	189,942.86	-55,221.42	-22.52%	2,765,282.19	2,462,297.74	-302,984.45	-10.96%
4012 - UTIL FINANCE	16,444.94	105,806.46	89,361.52	543.40%	732,513.29	410,525.49	-321,987.80	-43.96%
4015 - CENTRAL SERVICES	0.00	0.00	0.00	0.00%	0.00	54,836.34	54,836.34	0.00%
Revenue Total:	3,765,761.72	3,704,278.36	-61,483.36	-1.63%	44,160,888.62	43,525,805.38	-635,083.24	-1.44%
Expense								
4002 - WATER	1,395,715.65	671,427.02	724,288.63	51.89%	9,011,801.39	9,800,504.52	-788,703.13	-8.75%
4003 - SEWER	657,597.55	445,609.20	211,988.35	32.24%	8,770,884.29	5,944,756.29	2,826,128.00	32.22%
4004 - STORMWATER	18,145.66	49,887.36	-31,741.70	-174.93%	2,209,438.21	552,167.30	1,657,270.91	75.01%
4005 - GAS	503,616.57	424,092.35	79,524.22	15.79%	5,487,624.14	4,670,428.22	817,195.92	14.89%
4006 - GUTA	23,338.24	5,409.94	17,928.30	76.82%	233,849.68	49,251.61	184,598.07	78.94%
4007 - GEN ADMIN WSG	30,814.39	35,327.71	-4,513.32	-14.65%	235,709.45	276,582.19	-40,872.74	-17.34%
4008 - ELECTRIC	1,485,770.03	1,754,197.68	-268,427.65	-18.07%	18,292,175.86	19,473,062.04	-1,180,886.18	-6.46%
4009 - TELECOM & INTERNET	964,664.43	483,130.87	481,533.56	49.92%	7,102,692.00	8,618,838.92	-1,516,146.92	-21.35%
4010 - CABLE TV	367,447.08	325,180.18	42,266.90	11.50%	3,885,862.79	3,758,237.47	127,625.32	3.28%
4011 - GEN ADMIN ELEC/TELECOM	24,384.55	26,602.40	-2,217.85	-9.10%	209,851.79	212,413.24	-2,561.45	-1.22%
4012 - UTIL FINANCE	-276,765.71	-260,732.34	-16,033.37	-5.79%	-2,818,406.88	-2,947,189.84	128,782.96	4.57%
4013 - UTIL CUST SVC	145,675.94	143,003.99	2,671.95	1.83%	1,488,790.51	1,454,309.30	34,481.21	2.32%
4014 - UTIL BILLING	55,837.21	53,164.25	2,672.96	4.79%	468,741.98	506,028.24	-37,286.26	-7.95%
4015 - CENTRAL SERVICES	112,919.94	85,251.81	27,668.13	24.50%	1,213,410.43	965,086.68	248,323.75	20.46%
Expense Total:	5,509,161.53	4,241,552.42	1,267,609.11	23.01%	55,792,425.64	53,334,476.18	2,457,949.46	4.41%
Total Surplus (Deficit):	-1,743,399.81	-537,274.06	1,206,125.75	69.18%	-11,631,537.02	-9,808,670.80	1,822,866.22	15.67%



Monroe, GA

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Utility Fund Budget Report

Group Summary

For Fiscal: 2023 Period Ending: 11/30/2023

without Capital

ACTIVIT...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Revenue						
4002 - WATER	8,103,733.33	8,103,733.33	631,372.22	7,082,067.87	-1,021,665.46	12.61%
4003 - SEWER	5,213,333.33	5,213,333.33	399,934.95	4,751,407.54	-461,925.79	8.86%
4004 - STORMWATER	8,000.00	8,000.00	650.00	2,950.00	-5,050.00	63.13%
4005 - GAS	5,741,619.33	5,741,619.33	244,902.89	4,435,528.44	-1,306,090.89	22.75%
4006 - GUTA	63,880.00	63,880.00	8,300.00	46,440.00	-17,440.00	27.30%
4008 - ELECTRIC	20,753,333.33	20,753,333.33	1,714,412.98	20,067,820.58	-685,512.75	3.30%
4009 - TELECOM & INTERNET	4,143,333.33	4,143,333.33	362,214.06	4,039,298.11	-104,035.22	2.51%
4010 - CABLE TV	2,773,333.33	2,773,333.33	189,942.86	2,462,297.74	-311,035.59	11.22%
4012 - UTIL FINANCE	0.00	0.00	105,806.46	410,525.49	410,525.49	0.00%
4015 - CENTRAL SERVICES	0.00	0.00	0.00	54,836.34	54,836.34	0.00%
Revenue Total:	46,800,565.98	46,800,565.98	3,657,536.42	43,353,172.11	-3,447,393.87	7.37%
Expense						
4002 - WATER	7,223,732.95	7,223,732.95	519,881.46	6,097,591.97	1,126,140.98	15.59%
4003 - SEWER	5,716,535.60	5,716,535.60	411,700.20	4,673,419.13	1,043,116.47	18.25%
4004 - STORMWATER	483,003.00	483,003.00	49,887.36	512,293.10	-29,290.10	-6.06%
4005 - GAS	6,691,441.89	6,691,441.89	320,440.19	4,467,836.35	2,223,605.54	33.23%
4006 - GUTA	63,930.00	63,930.00	5,409.94	49,251.61	14,678.39	22.96%
4007 - GEN ADMIN WSG	257,416.00	257,416.00	35,327.71	276,582.19	-19,166.19	-7.45%
4008 - ELECTRIC	18,114,008.00	18,114,008.00	1,527,188.68	18,363,802.90	-249,794.90	-1.38%
4009 - TELECOM & INTERNET	3,410,627.00	3,410,627.00	263,419.50	3,229,252.80	181,374.20	5.32%
4010 - CABLE TV	4,542,960.00	4,542,960.00	325,180.18	3,755,141.47	787,818.53	17.34%
4011 - GEN ADMIN ELEC/TELECOM	217,399.00	217,399.00	26,602.40	212,413.24	4,985.76	2.29%
4012 - UTIL FINANCE	-2,634,804.00	-2,634,804.00	-260,732.34	-3,132,444.09	497,640.09	-18.89%
4013 - UTIL CUST SVC	1,452,640.00	1,452,640.00	143,003.99	1,454,309.30	-1,669.30	-0.11%
4014 - UTIL BILLING	507,661.00	507,661.00	53,164.25	506,028.24	1,632.76	0.32%
4015 - CENTRAL SERVICES	754,016.00	754,016.00	83,754.39	902,557.71	-148,541.71	-19.70%
Expense Total:	46,800,566.44	46,800,566.44	3,504,227.91	41,368,035.92	5,432,530.52	11.61%
Report Surplus (Deficit):	-0.46	-0.46	153,308.51	1,985,136.19	1,985,136.65	51,445.65%



Monroe, GA

Utility Fund **Budget Report**
Group Summary
For Fiscal: 2023 Period Ending: 11/30/2023
Capital Revenue & Expense

ACTIVIT...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Revenue						
4002 - WATER	0.00	0.00	18,500.00	38,191.00	38,191.00	0.00%
4003 - SEWER	0.00	0.00	0.00	0.00	0.00	0.00%
4005 - GAS	0.00	0.00	0.00	0.00	0.00	0.00%
4008 - ELECTRIC	0.00	0.00	28,241.94	134,442.27	134,442.27	0.00%
4009 - TELECOM & INTERNET	0.00	0.00	0.00	0.00	0.00	0.00%
4010 - CABLE TV	0.00	0.00	0.00	0.00	0.00	0.00%
4015 - CENTRAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00%
Revenue Total:	0.00	0.00	46,741.94	172,633.27	172,633.27	0.00%
Expense						
4002 - WATER	0.00	0.00	151,545.56	3,702,912.55	-3,702,912.55	0.00%
4003 - SEWER	0.00	0.00	33,909.00	1,271,337.16	-1,271,337.16	0.00%
4004 - STORMWATER	0.00	0.00	0.00	39,874.20	-39,874.20	0.00%
4005 - GAS	0.00	0.00	103,652.16	202,591.87	-202,591.87	0.00%
4006 - GUTA	0.00	0.00	0.00	0.00	0.00	0.00%
4008 - ELECTRIC	0.00	0.00	227,009.00	1,109,259.14	-1,109,259.14	0.00%
4009 - TELECOM & INTERNET	0.00	0.00	219,711.37	5,389,586.12	-5,389,586.12	0.00%
4010 - CABLE TV	0.00	0.00	0.00	3,096.00	-3,096.00	0.00%
4012 - UTIL FINANCE	0.00	0.00	0.00	185,254.25	-185,254.25	0.00%
4013 - UTIL CUST SVC	0.00	0.00	0.00	0.00	0.00	0.00%
4014 - UTIL BILLING	0.00	0.00	0.00	0.00	0.00	0.00%
4015 - CENTRAL SERVICES	0.00	0.00	1,497.42	62,528.97	-62,528.97	0.00%
Expense Total:	0.00	0.00	737,324.51	11,966,440.26	-11,966,440.26	0.00%
Report Surplus (Deficit):	0.00	0.00	-690,582.57	-11,793,806.99	-11,793,806.99	0.00%



Solid Waste Fund

For Fiscal Period Ending: November 2023

	Original Total Budget	Current Total Budget	Period Activity	YTD	Assumed Dec	Projected Year End 2023	Year End 2022
Revenue							
4510- SOLID WASTE ADMINISTRATION	-	-	-	-	-	-	2,943
4520 - SOLID WASTE COLLECTION	2,500,000	2,500,000	222,627	2,448,774	459,500	2,908,274	2,726,699
4530 - SOLID WASTE DISPOSAL	5,649,487	5,649,487	365,709	4,216,674	406,776	4,623,450	4,455,632
4540 - RECYCLABLES COLLECTION	32,000	32,000	2,444	31,766	2,798	34,564	37,405
4585- YARD TRIMMINGS COLLECTION	-	-	-	-	-	-	3,619
Revenue Total:	8,181,487	8,181,487	590,781	6,697,213	869,075	7,566,288	7,226,296
Expense							
4510 - SOLID WASTE ADMINISTRATION	416,904	416,904	40,477	373,211	39,837	413,048	424,344
4520 - SOLID WASTE COLLECTION	1,313,435	1,313,435	133,414	1,351,119	261,939	1,613,058	1,546,493
4530 - SOLID WASTE DISPOSAL	5,106,887	5,106,887	438,280	4,429,209	714,207	5,143,416	4,577,790
4540 - RECYCLABLES COLLECTION	237,741	237,741	6,705	162,664	11,668	174,332	135,875
4585 - YARD TRIMMINGS COLLECTION	301,676	301,676	31,518	324,123	28,093	352,216	316,791
9003 - SW - OTHER FINANCING USES	804,844	804,844	29,539	332,932	37,746	370,679	418,187
Expense Total:	8,181,487	8,181,487	679,933	6,973,258	1,093,491	8,066,748	7,419,479
Report Surplus (Deficit):				(276,044)		(500,460)	(193,183)



Monroe, GA

Monthly Budget Report

Group Summary

For Fiscal: 2023 Period Ending: 11/30/2023

DEP...	November Budget	November Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
Revenue									
4520 - SOLID WASTE COLLECTION	208,250.00	222,626.96	14,376.96	6.90%	2,290,750.00	2,448,773.99	158,023.99	6.90%	2,500,000.00
4530 - SOLID WASTE DISPOSAL	470,602.26	365,709.35	-104,892.91	-22.29%	5,176,624.86	4,216,673.80	-959,951.06	-18.54%	5,649,487.00
4540 - RECYCLABLES COLLECTION	2,665.60	2,444.49	-221.11	-8.29%	29,321.60	31,765.64	2,444.04	8.34%	32,000.00
Total Revenue:	681,517.86	590,780.80	-90,737.06	-13.31%	7,496,696.46	6,697,213.43	-799,483.03	-10.66%	8,181,487.00
Expense									
4510 - SOLID WASTE ADMINISTRATION	34,728.06	40,477.47	-5,749.41	-16.56%	382,008.66	373,210.57	8,798.09	2.30%	416,904.00
4520 - SOLID WASTE COLLECTION	109,409.09	133,414.06	-24,004.97	-21.94%	1,203,499.99	1,351,118.82	-147,618.83	-12.27%	1,313,435.00
4530 - SOLID WASTE DISPOSAL	425,403.64	438,279.86	-12,876.22	-3.03%	4,679,440.04	4,429,208.77	250,231.27	5.35%	5,106,887.00
4540 - RECYCLABLES COLLECTION	19,803.76	6,704.70	13,099.06	66.14%	217,841.36	162,664.42	55,176.94	25.33%	237,741.00
4585 - YARD TRIMMINGS COLLECTION	25,129.58	31,517.94	-6,388.36	-25.42%	276,425.38	324,122.89	-47,697.51	-17.26%	301,676.00
9003 - SW - OTHER FINANCING USES	67,043.50	29,539.04	37,504.46	55.94%	737,478.50	332,932.29	404,546.21	54.86%	804,844.11
Total Expense:	681,517.63	679,933.07	1,584.56	0.23%	7,496,693.93	6,973,257.76	523,436.17	6.98%	8,181,487.11
Report Total:	0.23	-89,152.27	-89,152.50		2.53	-276,044.33	-276,046.86		-0.11



Monroe, GA

Solid Waste Fund Income Statement

Group Summary

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For Fiscal: 2023 Period Ending: 11/30/2023

DEPT	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Revenue					
4520 - SOLID WASTE COLLECTION	2,500,000.00	2,500,000.00	222,626.96	2,448,773.99	51,226.01
4530 - SOLID WASTE DISPOSAL	5,649,487.00	5,649,487.00	365,709.35	4,216,673.80	1,432,813.20
4540 - RECYCLABLES COLLECTION	32,000.00	32,000.00	2,444.49	31,765.64	234.36
Revenue Total:	8,181,487.00	8,181,487.00	590,780.80	6,697,213.43	1,484,273.57
Expense					
4510 - SOLID WASTE ADMINISTRATION	416,904.00	416,904.00	40,477.47	384,427.34	32,476.66
4520 - SOLID WASTE COLLECTION	1,313,435.00	1,313,435.00	134,445.37	1,720,411.43	-406,976.43
4530 - SOLID WASTE DISPOSAL	5,106,887.00	5,106,887.00	438,279.86	4,462,849.22	644,037.78
4540 - RECYCLABLES COLLECTION	237,741.00	237,741.00	6,704.70	162,664.42	75,076.58
4585 - YARD TRIMMINGS COLLECTION	301,676.00	301,676.00	31,517.94	324,122.89	-22,446.89
9003 - SW - OTHER FINANCING USES	804,844.11	804,844.11	29,539.04	332,932.29	471,911.82
Expense Total:	8,181,487.11	8,181,487.11	680,964.38	7,387,407.59	794,079.52
Total Surplus (Deficit):	-0.11	-0.11	-90,183.58	-690,194.16	



Monroe, GA

Solid Waste Fund Prior-Year Comparative Income Statement

Group Summary

For the Period Ending 11/30/2023

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DEP...	2022 Nov. Activity	2023 Nov. Activity	Nov. Variance Favorable / (Unfavorable)	Variance %	2022 YTD Activity	2023 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Revenue								
4510 - SOLID WASTE ADMINISTRATION	0.00	0.00	0.00	0.00%	2,942.56	0.00	-2,942.56	-100.00%
4520 - SOLID WASTE COLLECTION	207,085.20	222,626.96	15,541.76	7.51%	2,267,198.28	2,448,773.99	181,575.71	8.01%
4530 - SOLID WASTE DISPOSAL	337,558.53	365,709.35	28,150.82	8.34%	4,048,855.09	4,216,673.80	167,818.71	4.14%
4540 - RECYCLABLES COLLECTION	2,437.99	2,444.49	6.50	0.27%	34,606.87	31,765.64	-2,841.23	-8.21%
4585 - YARD TRIMMINGS COLLECTION	0.00	0.00	0.00	0.00%	3,618.63	0.00	-3,618.63	-100.00%
Revenue Total:	547,081.72	590,780.80	43,699.08	7.99%	6,357,221.43	6,697,213.43	339,992.00	5.35%
Expense								
4510 - SOLID WASTE ADMINISTRATION	48,680.83	40,477.47	8,203.36	16.85%	383,468.47	384,427.34	-958.87	-0.25%
4520 - SOLID WASTE COLLECTION	150,708.34	134,445.37	16,262.97	10.79%	1,585,499.47	1,720,411.43	-134,911.96	-8.51%
4530 - SOLID WASTE DISPOSAL	351,560.15	438,279.86	-86,719.71	-24.67%	3,898,268.18	4,462,849.22	-564,581.04	-14.48%
4540 - RECYCLABLES COLLECTION	10,533.70	6,704.70	3,829.00	36.35%	124,207.17	162,664.42	-38,457.25	-30.96%
4585 - YARD TRIMMINGS COLLECTION	31,230.92	31,517.94	-287.02	-0.92%	287,286.01	324,122.89	-36,836.88	-12.82%
9003 - SW - OTHER FINANCING USES	32,824.90	29,539.04	3,285.86	10.01%	380,440.30	332,932.29	47,508.01	12.49%
Expense Total:	625,538.84	680,964.38	-55,425.54	-8.86%	6,659,169.60	7,387,407.59	-728,237.99	-10.94%
Total Surplus (Deficit):	-78,457.12	-90,183.58	-11,726.46	-14.95%	-301,948.17	-690,194.16	-388,245.99	-128.58%



Monroe, GA

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Solid Waste Fund Budget Report

Group Summary

For Fiscal: 2023 Period Ending: 11/30/2023

without Capital

DEP...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Revenue						
4510 - SOLID WASTE ADMINISTRATION	0.00	0.00	0.00	0.00	0.00	0.00%
4520 - SOLID WASTE COLLECTION	2,500,000.00	2,500,000.00	222,626.96	2,448,773.99	-51,226.01	2.05%
4530 - SOLID WASTE DISPOSAL	5,649,487.00	5,649,487.00	365,709.35	4,216,673.80	-1,432,813.20	25.36%
4540 - RECYCLABLES COLLECTION	32,000.00	32,000.00	2,444.49	31,765.64	-234.36	0.73%
4585 - YARD TRIMMINGS COLLECTION	0.00	0.00	0.00	0.00	0.00	0.00%
Revenue Total:	8,181,487.00	8,181,487.00	590,780.80	6,697,213.43	-1,484,273.57	18.14%
Expense						
4500 - SOLID WASTE & RECYCLING	0.00	0.00	0.00	0.00	0.00	0.00%
4510 - SOLID WASTE ADMINISTRATION	416,904.00	416,904.00	40,477.47	373,210.57	43,693.43	10.48%
4520 - SOLID WASTE COLLECTION	1,313,435.00	1,313,435.00	133,414.06	1,351,118.82	-37,683.82	-2.87%
4530 - SOLID WASTE DISPOSAL	5,106,887.00	5,106,887.00	438,279.86	4,429,208.77	677,678.23	13.27%
4540 - RECYCLABLES COLLECTION	237,741.00	237,741.00	6,704.70	162,664.42	75,076.58	31.58%
4580 - PUBLIC EDUCATION	0.00	0.00	0.00	0.00	0.00	0.00%
4585 - YARD TRIMMINGS COLLECTION	301,676.00	301,676.00	31,517.94	324,122.89	-22,446.89	-7.44%
9003 - SW - OTHER FINANCING USES	804,844.11	804,844.11	29,539.04	332,932.29	471,911.82	58.63%
Expense Total:	8,181,487.11	8,181,487.11	679,933.07	6,973,257.76	1,208,229.35	14.77%
Report Surplus (Deficit):	-0.11	-0.11	-89,152.27	-276,044.33	-276,044.22	49,290.91%



Monroe, GA

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Solid Waste Fund

Budget Report

Group Summary

For Fiscal: 2023 Period Ending: 11/30/2023

Capital Expense

DEP...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense						
4510 - SOLID WASTE ADMINISTRATION	0.00	0.00	0.00	11,216.77	-11,216.77	0.00%
4520 - SOLID WASTE COLLECTION	0.00	0.00	1,031.31	369,292.61	-369,292.61	0.00%
4530 - SOLID WASTE DISPOSAL	0.00	0.00	0.00	33,640.45	-33,640.45	0.00%
4585 - YARD TRIMMINGS COLLECTION	0.00	0.00	0.00	0.00	0.00	0.00%
Expense Total:	0.00	0.00	1,031.31	414,149.83	-414,149.83	0.00%
Report Total:	0.00	0.00	1,031.31	414,149.83	-414,149.83	0.00%

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Performance Indicators	Nov-23	Oct-23	Sep-23	Aug-23	Jul-23	Jun-23	May-23	Apr-23	Mar-23	Feb-23	Jan-23	Dec-22	Nov-22
Filled Positions	261	263	259	258	257	259	258	258	252	252	254	254	251
Vacancies	13	11	15	16	17	15	16	16	22	22	20	9	12
Unfunded Positions	5	5	5	5	5	5	5	5	5	5	5	38	38
Airport													
Airport													
Airport Fuel Sales - Gallons	1,459	2,814	2,252	1,122	1,969	1,114	1,187	1,061	1,449	654	1,240	911	1,590
Fuel Sales - Revenue	8,446	16,296	13,042	6,499	11,401	6,674	7,107	6,356	8,677	3,915	7,427	5,459	9,719



**FIRE
DEPARTMENT
CITY COUNCIL
MONTHLY MEETING**

January 2024

City of Monroe Fire Dept

Monroe, GA

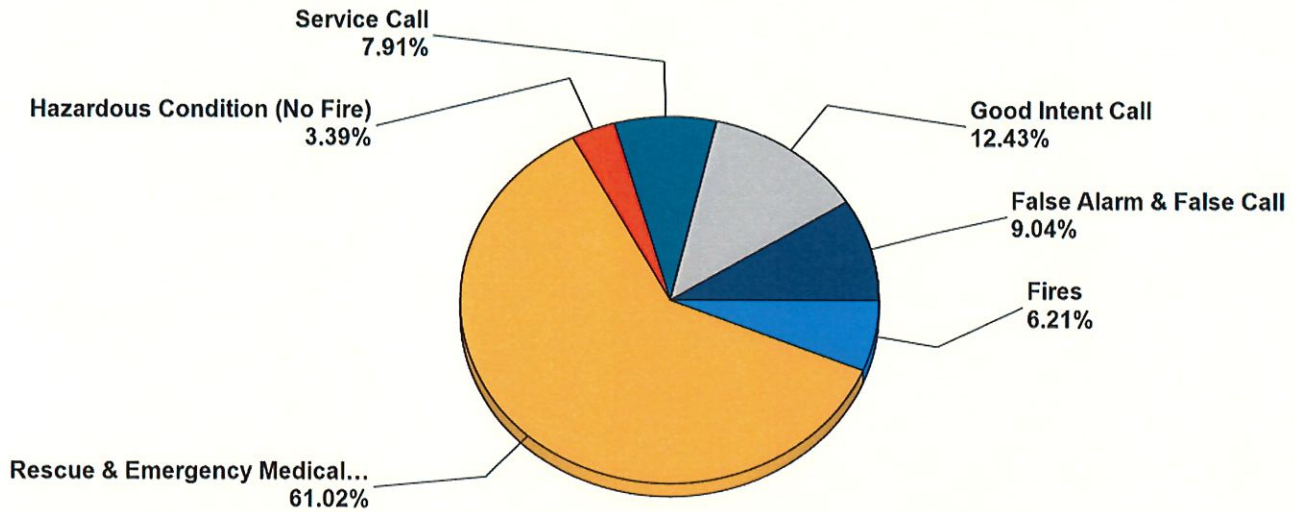
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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/01/2023 | End Date: 11/30/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	11	6.21%
Rescue & Emergency Medical Service	108	61.02%
Hazardous Condition (No Fire)	6	3.39%
Service Call	14	7.91%
Good Intent Call	22	12.43%
False Alarm & False Call	16	9.04%
TOTAL	177	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



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Detailed Breakdown by Incident Type

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INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	1.13%
113 - Cooking fire, confined to container	1	0.56%
131 - Passenger vehicle fire	2	1.13%
132 - Road freight or transport vehicle fire	1	0.56%
134 - Water vehicle fire	1	0.56%
142 - Brush or brush-and-grass mixture fire	1	0.56%
143 - Grass fire	1	0.56%
151 - Outside rubbish, trash or waste fire	1	0.56%
161 - Outside storage fire	1	0.56%
311 - Medical assist, assist EMS crew	56	31.64%
321 - EMS call, excluding vehicle accident with injury	41	23.16%
322 - Motor vehicle accident with injuries	4	2.26%
323 - Motor vehicle/pedestrian accident (MV Ped)	2	1.13%
324 - Motor vehicle accident with no injuries.	3	1.69%
331 - Lock-in (if lock out , use 511)	1	0.56%
341 - Search for person on land	1	0.56%
412 - Gas leak (natural gas or LPG)	3	1.69%
444 - Power line down	1	0.56%
445 - Arcing, shorted electrical equipment	1	0.56%
461 - Building or structure weakened or collapsed	1	0.56%
522 - Water or steam leak	1	0.56%
553 - Public service	1	0.56%
554 - Assist invalid	12	6.78%
611 - Dispatched & cancelled en route	13	7.34%
622 - No incident found on arrival at dispatch address	4	2.26%
631 - Authorized controlled burning	2	1.13%
651 - Smoke scare, odor of smoke	1	0.56%
671 - HazMat release investigation w/no HazMat	2	1.13%
735 - Alarm system sounded due to malfunction	6	3.39%
743 - Smoke detector activation, no fire - unintentional	3	1.69%
744 - Detector activation, no fire - unintentional	1	0.56%
745 - Alarm system activation, no fire - unintentional	5	2.82%
746 - Carbon monoxide detector activation, no CO	1	0.56%
TOTAL INCIDENTS:	177	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

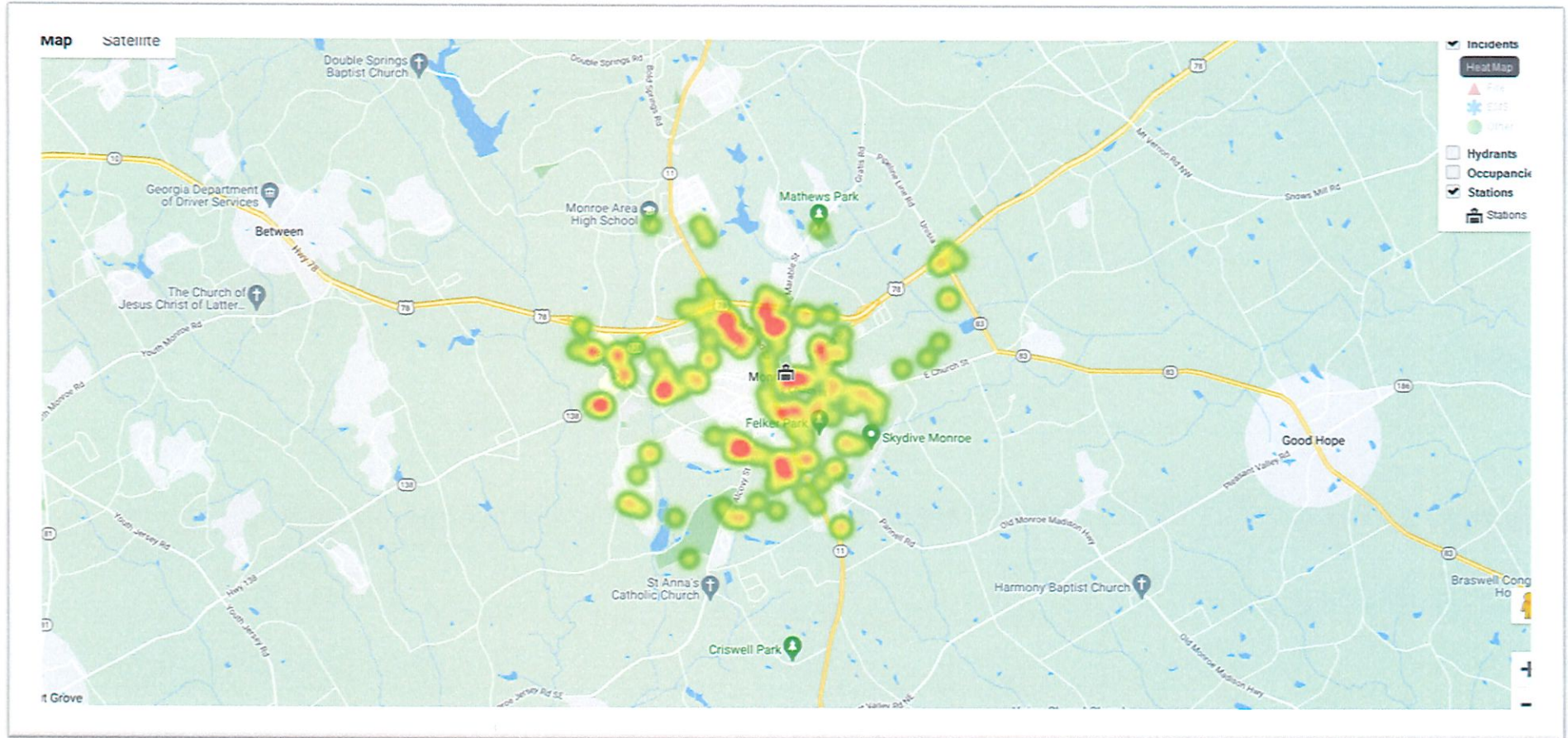


City of Monroe Fire Dept

Monroe, GA



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November 2023 Incident Distribution Map

City of Monroe Fire Dept

Monroe, GA



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Incident Comparison 2018-2023

November	2018	2019	2020	2021	2022	2023
100 - Fire	7	4	5	4	5	11
200 - Overpressure Rupture, Explosion, Overheat	0	0	0	0	0	0
300 - Rescue & EMS	135	110	103	87	109	107
400 - Hazardous Condition	4	8	8	7	10	6
500 - Service Call	13	14	6	7	7	15
600 - Good Intent & Canceled Call	45	52	65	52	47	22
700 - False Alarm & False Call	8	7	12	6	15	16
800 - Severe Weather & Natural Disaster	0	0	0	0	1	0
900 - Special Incident Type	0	0	0	0	0	0
	212	195	199	163	194	177

City of Monroe Fire Dept

Monroe, GA

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Average Response Time for Agency for Response Mode for Date Range

Response Mode: Lights and Sirens | Start Date: 11/01/2023 | End Date: 11/30/2023

RESPONSE MODE	INCIDENT COUNT	AVERAGE RESPONSE TIME (Dispatch to Arrived)
AGENCY: City of Monroe Fire Dept		
Lights and Sirens	189	0:05:40

Only REVIEWED incidents included. Times shown are in HH:MM:SS (Hour:Minute:Second) format.



City of Monroe Fire Dept

Monroe, GA

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Count of Overlapping Incidents for Date Range

Start Date: 11/01/2023 | End Date: 11/30/2023

# OVERLAPPING	% OVERLAPPING	TOTAL
29	16.38	177

OVERLAPPING INCIDENT DETAILS					
ALARM	CLEAR/CANCEL	INCIDENT #	INCIDENT TYPE	STATION	ZONE
11/1/2023					
11/1/2023 2:55:52 PM	11/1/2023 3:27:00 PM	2023-2015	554	Monroe (City of) Headquarters	
11/1/2023 2:58:29 PM	11/1/2023 3:26:49 PM	2023-2016	323	Monroe (City of) Headquarters	
11/4/2023					
11/4/2023 11:41:11 AM	11/4/2023 12:22:07 PM	2023-2029	311	Monroe (City of) Headquarters	
11/4/2023 12:13:55 PM	11/4/2023 12:48:03 PM	2023-2030	321	Monroe (City of) Headquarters	
11/5/2023					
11/5/2023 5:09:23 PM	11/5/2023 6:43:38 PM	2023-2040	161	Monroe (City of) Headquarters	
11/5/2023 6:22:24 PM	11/5/2023 6:33:57 PM	2023-2041	554	Monroe (City of) Headquarters	
11/7/2023					
11/7/2023 10:07:42 AM	11/7/2023 2:44:55 PM	2023-2050	412	Monroe (City of) Headquarters	
11/7/2023 10:52:59 AM	11/7/2023 11:27:18 AM	2023-2051	311	Monroe (City of) Headquarters	
11/8/2023					
11/8/2023 1:37:25 AM	11/8/2023 2:09:30 AM	2023-2053	311	Monroe (City of) Headquarters	
11/8/2023 2:08:08 AM	11/8/2023 2:28:35 AM	2023-2054	321	Monroe (City of) Headquarters	
11/9/2023					
11/9/2023 9:48:34 PM	11/9/2023 10:04:07 PM	2023-2062	321	Monroe (City of) Headquarters	
11/9/2023 9:54:13 PM	11/9/2023 10:19:06 PM	2023-2063	321	Monroe (City of) Headquarters	
11/14/2023					
11/14/2023 11:59:09 AM	11/14/2023 12:24:17 PM	2023-2085	321	Monroe (City of) Headquarters	
11/14/2023 12:02:00 PM	11/14/2023 12:19:10 PM	2023-2086	132	Monroe (City of) Headquarters	
11/14/2023 12:06:32 PM	11/14/2023 12:34:34 PM	2023-2087	321	Monroe (City of) Headquarters	
11/17/2023					
11/17/2023 12:25:21 PM	11/17/2023 12:38:56 PM	2023-2108	311	Monroe (City of) Headquarters	
11/17/2023 12:25:21 PM	11/17/2023 12:38:56 PM	2023-2109	311	Monroe (City of) Headquarters	

Percentage of incidents overlapping from total incidents in month,year. Compared incident time range as either Alarm to Cancel or Alarm to Clear for incidents that have either Cancel or Clear time recorded. Reviewed calls only. Group by date. Displays date, incident number, incident type (numeric only), zone, and station.



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OVERLAPPING INCIDENT DETAILS					
ALARM	CLEAR/CANCEL	INCIDENT #	INCIDENT TYPE	STATION	ZONE
11/18/2023					
11/18/2023 4:51:24 PM	11/18/2023 5:00:44 PM	2023-2117	321	Monroe (City of) Headquarters	
11/18/2023 5:00:00 PM	11/18/2023 5:11:52 PM	2023-2118	522	Monroe (City of) Headquarters	
11/22/2023					
11/22/2023 1:23:10 AM	11/22/2023 3:08:25 AM	2023-2138	111	Monroe (City of) Headquarters	
11/22/2023 2:51:15 AM	11/22/2023 2:57:49 AM	2023-2139	611	Monroe (City of) Headquarters	
11/23/2023					
11/23/2023 7:45:24 PM	11/23/2023 7:52:56 PM	2023-2146	611	Monroe (City of) Headquarters	
11/23/2023 7:50:18 PM	11/23/2023 8:10:35 PM	2023-2147	311	Monroe (City of) Headquarters	
11/26/2023					
11/26/2023 2:41:40 PM	11/26/2023 5:53:59 PM	2023-2161	554	Monroe (City of) Headquarters	
11/26/2023 4:47:51 PM	11/26/2023 5:00:22 PM	2023-2160	321	Monroe (City of) Headquarters	
11/26/2023 8:10:12 PM	11/26/2023 8:30:38 PM	2023-2163	321	Monroe (City of) Headquarters	
11/26/2023 8:27:03 PM	11/26/2023 8:58:04 PM	2023-2164	554	Monroe (City of) Headquarters	
11/28/2023					
11/28/2023 6:12:16 PM	11/28/2023 6:36:50 PM	2023-2177	321	Monroe (City of) Headquarters	
11/28/2023 6:14:58 PM	11/28/2023 6:26:02 PM	2023-2178	321	Monroe (City of) Headquarters	

Percentage of incidents overlapping from total incidents in month,year. Compared incident time range as either Alarm to Cancel or Alarm to Clear for incidents that have either Cancel or Clear time recorded. Reviewed calls only. Group by date. Displays date, incident number, incident type (numeric only), zone, and station.

City of Monroe Fire Dept

Monroe, GA

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Incident Detail for Aid Given and Received for Incident Type Range for Date Range

Incident Type Range: 100 - 911 | StartDate: 11/01/2023 | EndDate: 11/30/2023

INCIDENT DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT
AID TYPE: Automatic aid given				
11/05/2023	2023-2040	4535 Chandler CT	161 - Outside storage fire	MFD - Monroe (City of) Headquarters
11/22/2023	2023-2142	3535 Bridgewater DR	111 - Building fire	MFD - Monroe (City of) Headquarters
11/23/2023	2023-2146	2129 Breedlove Springs CT	611 - Dispatched & cancelled en route	MFD - Monroe (City of) Headquarters

Percentage of Total Incidents: 1.69%

AID TYPE: Automatic aid received				
11/21/2023	2023-2137	143 Sorrells ST	444 - Power line down	MFD - Monroe (City of) Headquarters
11/22/2023	2023-2138	112 G W Carver DR	111 - Building fire	MFD - Monroe (City of) Headquarters

Percentage of Total Incidents: 1.13%

Displays all incidents with aid given or received, and excludes incidents with neither. Percentages calculated from total number of incidents for parameters provided. Only REVIEWED incidents included.



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City of Monroe Fire Dept

Monroe, GA

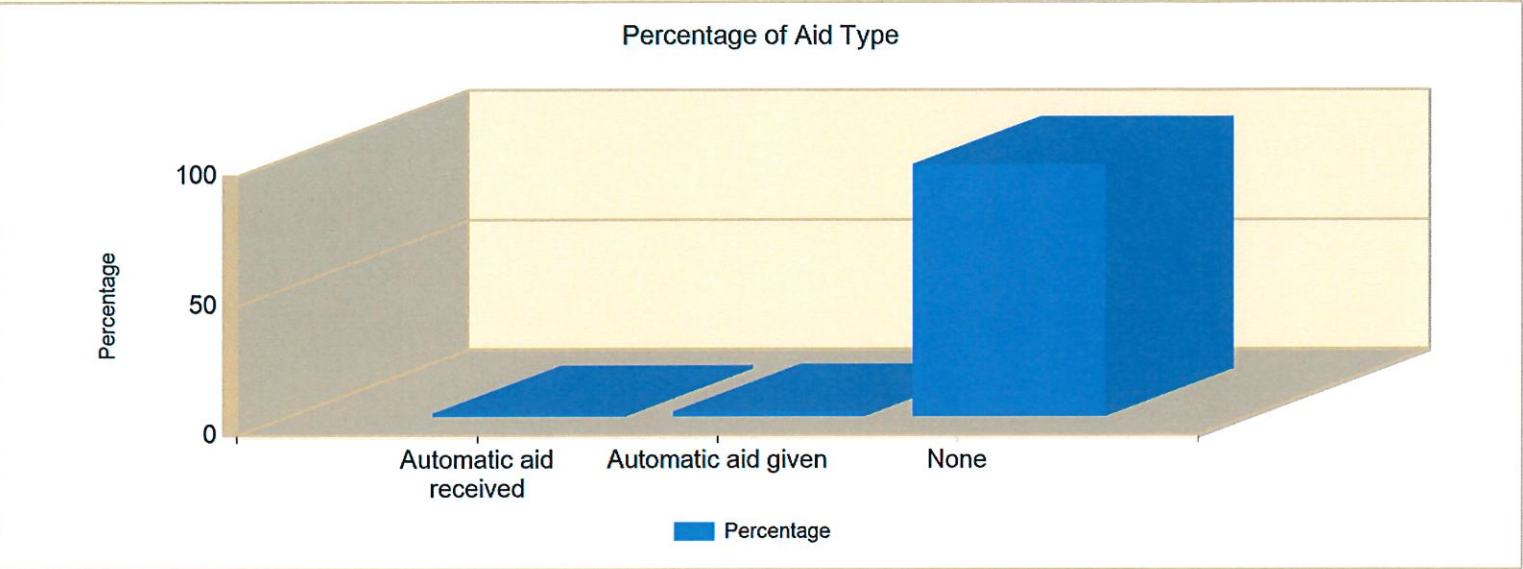
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Count of Aid Given and Received for Incidents for Date Range

Start Date: 11/01/2023 | End Date: 11/30/2023



AID TYPE	TOTAL	% of TOTAL
Automatic aid received	2	1.1%
Automatic aid given	3	1.7%
None	172	97.2%

Only REVIEWED incidents included

City of Monroe Fire Dept

Monroe, GA

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Detailed Losses For Date Range

Start Date: 11/01/2023 | End Date: 11/30/2023

# INCIDENTS	TOTAL PRE-INCIDENT PROP. VAL.	TOTAL PRE-INCIDENT CONT. VAL.	TOTAL PRE-INCIDENT VAL.	AVG. VAL.	TOTAL PROP. LOSS	TOTAL CONT. LOSS	TOTAL LOSSES	AVERAGE LOSS
3	\$75,101.00	\$15,000.00	\$90,101.00	\$30,033.00	\$12,784.00	\$2,500.00	\$15,284.00	\$5,094.00

INCIDENT #	DATE	TYPE	LOCATION	PRE-INCIDENT PROPERTY	PRE-INCIDENT CONTENTS	PRE-INCIDENT TOTAL	PROP. LOSS	CONT. LOSS	TOTAL
2023-2044	11/06/2023	134 - Water vehicle fire	1490 Highway 78 Monroe	\$9,284.00	\$0.00	\$9,284.00	\$9,284.00	\$0.00	\$9,284.00
2023-2086	11/14/2023	132 - Road freight or transport vehicle fire	655 Unisia DR Monroe	\$53,000.00	\$0.00	\$53,000.00	\$500.00	\$0.00	\$500.00
2023-2138	11/22/2023	111 - Building fire	112 G W Carver DR Monroe	\$12,817.00	\$15,000.00	\$27,817.00	\$3,000.00	\$2,500.00	\$5,500.00

Only Reviewed Incidents included.



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Doc Id: 1324

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POLICE
DEPARTMENT
MONTHLY REPORT
January
2024

Comparison of November 2022 to November 2023 Activity Reports

	2023			2022		
Calls for Service	2,136			1,977		
Area Checks	11,028			10,343		
Calls to MPD						
Court Cases	351			252		
Training Hours	552			323		
Part A Crimes	35			45		
Part B Crimes	31			46		
Arrest-Adult	54			53		
Juvenile	4			3		
C/S Trash Pick Up						
Tires						

2023 AGENCY	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TO
													236
LE CALLS													
WALTON SO	3,958	3,456	3,588	3,038	3,508	2,931	3,275	3,444	3,537	4,164	3,549		38,448
WCSO AREA CHECKS	8,835	7,423	8,747	7,488	7,602	6,760	6,484	7,685	11,363	11,839	12,044		96,270
MONROE PD	2,179	2,124	2,192	1,935	2,284	2,183	2,396	2,398	2,202	2,546	2,136		24,575
MPD AREA CHECKS	11,053	10,541	12,123	9,621	10,159	10,589	9,489	9,471	10,690	12,671	11,028		117,435
LOGANVILLE PD	971	789	884	1,014	935	875	1,011	1,006	948	935	860		10,228
LPD AREA CHECKS	15	13	24	1,061	768	500	892	572	753	609	128		5,335
SOCIAL CIRCLE PD	300	249	229	353	384	345	288	244	316	274	315		3,297
SPD AREA CHECKS	2,446	2,588	2,204	1,459	1,805	2,021	1,982	1,316	1,869	1,305	1,283		20,278
LAW TOTALS	29,757	27,183	29,991	25,969	27,445	26,204	25,817	26,136	31,678	34,343	31,343		315,866
WALTON EMS	1,843	1,539	1,594	1,507	1,663	1,563	1,560	1,886	1,663	1,594	1,413		17,825
FIRE DEPTS													
WALTON FIRE	492	426	461	399	424	423	496	514	395	426	427		4,883
MONROE FIRE	246	186	189	196	193	209	210	247	201	193	182		2,252
LOGANVILLE FIRE	213	214	206	223	226	201	228	274	269	209	198		2,461
SOC CIRCLE FIRE	65	61	64	44	66	66	66	71	62	69	56		690
FIRE TOTALS	1,016	887	920	862	909	899	1,000	1,106	927	897	863		10,286
PHONE CALLS													
ABANDONED	321	245	466	321	338	434	320	483	296	279	281		3,784
ADMIN IN	4,768	4,350	4,947	4,823	5,051	5,082	5,076	6,169	4,741	4,627	4,783		54,417
ADMIN OUT	3,051	2,620	3,178	2,849	3,167	2,962	3,074	3,027	2,912	2,929	2,851		32,620
911	5,012	4,632	5,337	4,898	5,334	5,178	5,120	4,519	4,408	4,543	4,409		53,390
TOTAL	13,152	11,847	13,928	12,891	13,890	13,656	13,590	14,198	12,357	12,378	12,324		144,211

	NOVEMBER 2022	NOVEMBER 2023
Citations issued:	254	269
Adjudicated/ Closed cases:	252	351
Fines collected per month:	\$40,855.00	\$43,937.00
Year to date collected:	\$452,864.29	\$446,752.62

November 2023 Training Hours for Monroe Police Department

GPSTC online training: 51

Conference training: 0

In-service Training: 253

Off Site Training: 248

Total Training Hours: 552



Offense and Arrest Summary Report

Printed On:
12/29/2023

Beginning Date: 11/01/2023

Ending Date: 11/30/2023

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Agency: MONROE POLICE DEPARTMENT

Total Offenses	66	Clearance Rate	54.55%
% change from last year	-23.26%	Last years rate	33.72%
Total Arrests	58	Hate Crime Offenses	0
% change from last year	3.57%	Law Officers Assaulted	1
Group A Crime Rate per 100,000 Population :	423.92	Summary based reporting Crime Rate per 100,000 Population :	122.04
Arrest Rate per 100,000 Population :	372.54		

Offense Reporting

Group "A"	Offenses Reported	Offenses Cleared	Offenses Reported Last Year
Murder	0	0	0
Negligent Manslaughter	0	0	0
Justifiable Homicide	0	0	0
Rape	0	0	0
Robbery	0	0	0
Aggravated Assault	2	1	4
Burglary	2	0	5
Larceny	14	3	16
Motor Vehicle Theft	1	0	2
Arson	0	0	0
Simple Assault	16	12	14
Intimidation	3	0	1
Bribery	0	0	0
Counterfeiting/Forgery	1	0	0
Vandalism	8	6	12
Drug/Narcotic Violations	12	11	11
Drug Equipment Violations	1	1	6
Embezzlement	0	0	0
Extortion/Blackmail	0	0	0
Fraud	2	0	13
Gambling	0	0	0
Kidnapping	0	0	0
Pornography	0	0	0
Prostitution	0	0	0
Sodomy	0	0	0
Sexual Assault w/Object	0	0	0
Fondling	1	0	0
Incest	0	0	0
Statutory Rape	0	0	1
Stolen Property	1	0	0
Weapons Law Violations	2	2	1
Human Trafficking, Commercial Sex Acts	0	0	0
Human Trafficking, Involuntary Servitude	0	0	0
Animal Cruelty	0	0	0
Total Group "A"	66	36	86

Crime Against Person

22 - This year
20 - Last year
10% - Percent Change

Crime Against Property

29 - This year
48 - Last year
-39.58% - Percent Change

Crime Against Society

15 - This year
18 - Last year
-16.67% - Percent Change

Arrest Reporting

Group "A"	Adult	Juvenile	Unknown	Total Arrests	Arrests Reported Last Year
Murder	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Justifiable Homicide	0	0	0	0	0
Rape	0	0	0	0	0
Robbery	0	0	0	0	0
Aggravated Assault	1	0	0	1	2
Burglary	0	0	0	0	0
Larceny	3	0	0	3	2
Motor Vehicle Theft	0	0	0	0	0
Arson	0	0	0	0	0
Simple Assault	8	4	0	12	6
Intimidation	0	0	0	0	0
Bribery	0	0	0	0	0
Counterfeiting/Forgery	0	0	0	0	1
Vandalism	5	0	0	5	2
Drug/Narcotic Violations	15	0	0	15	12
Drug Equipment Violations	0	0	0	0	1
Embezzlement	0	0	0	0	0
Extortion/Blackmail	0	0	0	0	0
Fraud	0	0	0	0	0
Gambling	0	0	0	0	0
Kidnapping	0	0	0	0	0
Pornography	0	0	0	0	0
Prostitution	0	0	0	0	0
Sodomy	0	0	0	0	0
Sexual Assault w/Object	0	0	0	0	0
Fondling	0	0	0	0	0
Incest	0	0	0	0	0
Statutory Rape	0	0	0	0	0
Stolen Property	0	0	0	0	0
Weapons Law Violations	0	0	0	0	0
Human Trafficking, Commercial Sex Acts	0	0	0	0	0
Human Trafficking, Involuntary Servitude	0	0	0	0	0
Animal Cruelty	0	0	0	0	0
Total Group A Arrests	32	4	0	36	26
Group "B" Arrests					
Bad Checks	0	0	0	0	0
Curfew/Vagrancy	0	0	0	0	2
Disorderly Conduct	3	0	0	3	1
DUI	8	0	0	8	5
Drunkenness	0	0	0	0	0
Family Offenses-nonviolent	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0
Peeping Tom	0	0	0	0	0
Runaways	0	0	0	0	0
Trespass	2	0	0	2	4
All Other Offenses	9	0	0	9	18
Total Group B Arrests	22	0	0	22	30
Total Arrests	54	4	0	58	56

Population : 15569

Note: Last years figures are provided for comparison purposes only.



WALTON COUNTY 911

Radio Log Statistical Report, by Unit

<u>Unit</u>	<u>Unit Description</u>	<u>Number of Logs</u>
310	LAW ENFORCEMENT UNIT	4
314	LAW ENFORCEMENT UNIT	10
316	LAW ENFORCEMENT UNIT	6
317	LAW ENFORCEMENT UNIT	1
321	LAW ENFORCEMENT UNIT	158
325	LAW ENFORCEMENT UNIT	442
327	LAW ENFORCEMENT UNIT	99
329	LAW ENFORCEMENT UNIT	2
330	LAW ENFORCEMENT UNIT	149
333	LAW ENFORCEMENT UNIT	266
336	LAW ENFORCEMENT UNIT	319
337	LAW ENFORCEMENT UNIT	82
341	LAW ENFORCEMENT UNIT	418
342	LAW ENFORCEMENT UNIT	16
343	LAW ENFORCEMENT UNIT	240
344	LAW ENFORCEMENT UNIT	439
346	LAW ENFORCEMENT UNIT	453
348	LAW ENFORCEMENT UNIT	1
349	LAW ENFORCEMENT UNIT	324
351	LAW ENFORCEMENT UNIT	378
352	LAW ENFORCEMENT UNIT	63
353	LAW ENFORCEMENT UNIT	560
354	LAW ENFORCEMENT UNIT	379
355	LAW ENFORCEMENT UNIT	401
356	LAW ENFORCEMENT UNIT	50
357	LAW ENFORCEMENT UNIT	64
358	LAW ENFORCEMENT UNIT	892
359	LAW ENFORCEMENT UNIT	816
360	LAW ENFORCEMENT UNIT	413
361	LAW ENFORCEMENT UNIT	1
363	LAW ENFORCEMENT UNIT	276
364	LAW ENFORCEMENT UNIT	374
365	LAW ENFORCEMENT UNIT	545
368	LAW ENFORCEMENT UNIT	398
369	LAW ENFORCEMENT UNIT	612
371	LAW ENFORCEMENT UNIT	824
372	LAW ENFORCEMENT UNIT	551
398	CITY MARSHALL	1
4372	[No Description For (4372)]	1
Total Radio Logs:		11028

Report Includes:

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



WALTON COUNTY 911

Law Total Incident Report, by Nature of Incident

<u>Nature of Incident</u>	<u>Total Incidents</u>
FIGHT VIOLENT	6
ANIMAL COMPLAINT	4
VICIOUS ANIMAL	1
PROWLER	3
ATTEMPTED BURGLARY	2
BURGLARY IN PROGRESS	1
BURGLARY REPORT	1
DOMESTIC NON-VIOLENT	26
DOMESTIC VIOLENT	9
WARRANT SERVICE	18
SUBJECT WITH WEAPON	3
SUSPICIOUS PERSON	68
SUSPICIOUS VEHICLE	101
SUICIDE THREAT	3
KEYS LOCKED IN VEHICLE	72
SPEEDING AUTO	1
ACCIDENT NO INJURIES	64
INJURY BY COMPLAINT	1
ACCIDENT WITH A DEER	14
ACCIDENT WITH INJURIES	3
PERSON STRUCK WITH AUTO	1
ACCIDENT UNKNOWN INJURIES	6
ROAD HAZARD	1
DRUNK DRIVER	9
INTOXICATED PERSON	4
HIT AND RUN	6
FUNERAL ESCORT	7
TRANSPORT	6
DISABLED VEHICLE	30
AREA/BLDG CHECK	38
LITTERING/ILLEGAL DUMPING	1
CHILD ABUSE	1
SEXUAL ASSAULT	1
CHASE	2
BUSINESS ALARM	46
CHURCH ALARM	4
RESIDENTIAL ALARM	15
DRAG RACING	1
SUBJECT IN CUSTODY	10
TRANSPORT TO COURT	2
DEMENTED PERSON NON-VIOLENT	15
DEMENTED PERSON VIOLENT	1
STOLEN VEHICLE	3
911 HANGUP	37

<u>Nature of Incident</u>	<u>Total Incidents</u>
CONTROL SUBSTANCE PROBLEM	11
AGENCY ASSISTANCE	9
ASSAULT	3
ASSAULT PRIORITY 3	1
ASSAULT LAW ENFORCEMENT ONLY	3
CHILD CUSTODY DISPUTE	2
CIVIL ISSUE/DISPUTE	18
COUNTERFEIT MONEY	1
DAMAGE TO PROPERTY	33
DISPUTE NON VIOLENT IN NATURE	50
DISPUTE VIOLENT IN NATURE	2
DISTRUBING THE PEACE	5
Dead Body	3
DISORDERLY CONDUCT	1
EMERGENCY MESSAGE	6
LE ASSIST FOR EMS	15
ENTERING AN AUTO	4
EXTRA PATROL REQUEST	4
ASSIST FIRE DEPARTMENT	10
FIREARMS DISCHARGED	12
FOLLOW UP TO PREVIOUS CALL	2
FOUND PROPERTY	7
FRAUD	9
HARRASSING PHONE CALLS	3
HARRASSMENT	8
IDENTITY THEFT	3
ILLEGAL PARKING	21
INFORMATION REPORT	1
JUVENILE COMPLAINT	12
JUVENILE PROBLEM -NO COMPLAINT	8
LOITERING	1
LOST ITEM REPOR	2
LOUD MUSIC COMPLAINT	7
MISSING PERSON	3
MOBILE HOME INSPECTION	1
MISCELLANEOUS LAW INCIDENT	31
ROAD RAGE	3
SHOPLIFTING	2
SHOTS FIRED	1
STALKING	1
THEFT REPORT	15
THREATS	6
TRAFFIC LIGHT OUT	2
TRAFFIC VIOLATION	1101
TRAILER INSPECTION	1
TRESPASSING	4
UNKNOWN PRIORTY 1	1
UNKNOWN LAW PROBLEM	2
UNSECURE PREMISES	3
VEHICLE INSPECTION	8

<u>Nature of Incident</u>	<u>Total Incidents</u>
WANTED PERSON	7
WEAPONS OFFENSE	1
WELFARE CHECK	18

Total reported: 2136

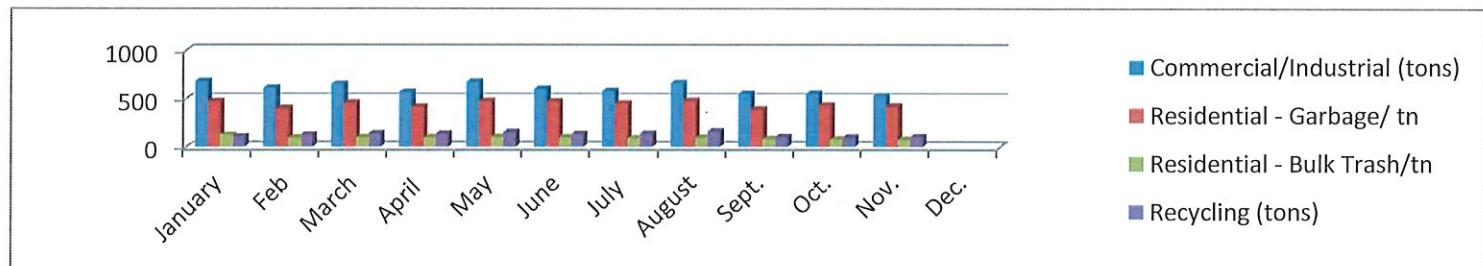
Report Includes:

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



**SOLID WASTE
DEPARTMENT
MONTHLY REPORT
JANUARY
2024**

2023	January	Feb	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.
Commercial/Industrial (tons)	687.88	615.16	657.73	574.65	680.6	605.96	585.71	669.15	558.32	559.31	536.04	
Residential - Garbage/ tn	476.78	402	462.85	415.88	480.01	474.65	454.78	481.75	391.48	435.89	420.1	
Residential - Bulk Trash/tn	128.88	96.67	101.63	100.56	102.21	100.15	92.01	97.69	83.98	81.81	80.27	
Recycling (tons)	114.89	133.00	145.19	143.67	158.46	140.03	142.56	166.19	107.14	101.38	107.87	
Transfer Station (tons)	6,723.63	5,801.08	5,965.72	5,744.80	6,892.55	6,490.95	6,131.12	6,675.61	5,485.18	5,975.18	5,637.60	
Customers (TS)	19	18	18	19	19	19	20	19	18	17	18	
Sweeper debris (tons)	47.84	23.06	3.95					13.9	41.84	9.41	72.73	
Storm drain debris (tons)	0.4	0.52		6.86	0.42		0.13	4.91	0.18	0.15	0.4	
2023	January	Feb	March	April	May	June	July	August	Sept.	Oct.	Nov.	
Recycling - Yard Waste (tons)	65.81	72.04	78.62	88.69	89.27	78.02	80.31	93.06	57.27	53.94	35.14	
Recycling - Leaves (tons)			2.43									
Recycling - Curbside (tons)	42.48	27.44	34.19	31.59	34.51	40.91	28.99	44.04	26.9	29.62	42.14	
Recycling - Cardboard (tons)	3.82	9.4	19.16	14.55	19.05	14.16	14.29	22.4	13.28	16.79	19.77	
Recycling - Scrap Metal (tons)	0.98	20.53	0.93	2.29	9.39	1.79	8.66		2.82	8.67	1.32	
Recycling - Scrap tires (tons)		71 (1.46)	158 (3.26)	80 (1.65)	53 (1.09)			66(1.36)	131(2.70)	57 (1.17)	181 (3.73)	
Recycling - Glass (tons)	1.8	2.13	1.43	1.41	1.77	3	2.24	1.64	0.88	1.29	1.43	
Recycling - C & D (tons)												
Recycling - Mattresses			240 (6.6)	127 (3.49)	123 (3.38)	78 (2.15)	190 (8.07)	82 (3.69)	94 (3.29)	185 (6.69)	106(4.34)	
95G Garbage carts (each)	38	62	57	102	115	35	125	98	46	43	81	
65G Recycling Carts (each)	24	25	21	29	32	24	39	36	26	22	31	
18G Recycling bins (each)	8	3	1	3	1	3	5	2	1	4	1	
Dumpsters (each)	2			9	11	5	2	11	1	7	3	
Cemetery Permits	2	2	5	3	4	2	3	2	4	4	2	



Note: 1,036.32 tons of trash /garbage collected and disposed.

107.87 tons of recycled materials collected, including scrap tires & mattresses.

ITEMS OF INTEREST

- I. Project Update- Transfer Station Improvements:
 - Repair French drains in front of the building. **Complete! (June 17, 2023)**
 - Repair concrete tipping floor, outside the building. **Complete!**
- II. Transfer Station tonnage report: Deposited 5,635 tons in November 2023.
A decrease of 3,593.00 tons from November 2022. **9,228.00 tons at 36%** YTD
total: 67,523 tons in 2023, down 34,814 tons from 2022 at 34%
- III. Curbside Recycling Update: YTD-26% increase in customer participation, using the 65 gallon "Blue" cart!
The "Oops" tags are being implemented, to help educate citizens and reduce the amount of contamination in the cart.
 - Customers who did not receive a cart or would like to participate, should call our office at: 770-267-6933 to make their request. **Service reminder: All acceptable items should be loose inside the cart and not in plastic bags! Oversized cardboard broken down, bundled, and set out next to the cart, for separate collection!**
- IV. Curbside Glass Collection Update: Currently have 403 customers participating.
(1.43 tons collected in November 2023).
Reminder: Please rinse the glass containers and remove all caps or lids. Also, Items cannot be mixed with other recycling materials! A separate vehicle will collect the glass.
- V. Solid Waste Website: The information is being updated, to improve our customer service and to help educate citizens on service guidelines. **We encourage all our citizens to please visit!**
- VI. **Mattress Update:** Effective January 3, 2023 we are no longer accepting mattresses and box springs in the curbside collection program, due to MSW landfill restrictions! Note: Due to unsightly pile up, we are currently cleaning up mattresses set out at the curb. As of March 2023, 1,268 mattresses have been collected at curbside, at a cost of \$37,090.00
 - **Walton Co. Recycling Center at 2051 Leroy Anderson Rd. is currently accepting mattresses for a \$10.00 fee. LIMIT 2!**
- VII. The new 9cy Rear Loader truck arrived on Friday, July 28, 2023 and in full operation.



**STREETS AND
TRANSPORTATION
DEPARTMENT
MONTHLY REPORT
JANUARY
2024**

Public Works Administration

November 2023

	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
Calls received	738	680	668	457	747	810	678	887	570	548	664		7447
Work orders received	86	76	101	94	149	102	149	169	114	98	107		1245
Work orders completed	85	74	101	93	147	67	145	162	112	95	107		1188
Permits received/approved -													
Road closure			1		5		5	5	7	2			25
Parade										1			1
Procession													0
Public demonstration													0
Assembly			2	1		8	3	1		6	7		28
Picket													0
Road race				1					1	1	1		4

Fleet Maintenance Division

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

Department	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
Airport									1				1
City Hall													0
Code							1	4	1				6
Electric/Cable	3	5	2		2	4	2	4	6	6	6		40
Finance													0
Fire		6	5	5	7	4	3	8	6	1	1		46
Gas/Water/Sewer	11	4	8	6	7	9	10	5	10	8	5		83
GUTA					1			1					2
Meter Readers	2	1		2	2	1	3		1	2			14
Motor Pool													0
Police	22	13	24	16	17	21	22	26	26	21	29		237
Public Works	29	33	32	27	43	39	29	27	27	33	32		351
TOTAL	67	62	71	56	79	78	70	75	78	71	73	0	780

Street Division

- Demo sidewalk on Highland Ave
- Christmas lights at Childers Park
- Paved Highland at new sidewalk
- Leaf truck
- Sweeper truck
- Leaf wagon
- Setup for candlelight shopping
- Flagging class
- Magical lights parade

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Utility Cuts	0	0	10	8	12	9	17	0	4	6	10.14		76.14
Pot Holes	7	3	4	10	5	4	2	0	20	5	5		65

Stormwater

- Childers Park 12 days of Christmas lights
- Transfer station water line repair

- Ditch Maintenance
 - Childers Park
 - Duke Street

- * Catch basin maintenance/structure repair
 - Childers Park
 - Utility Department

- Storm pipe install new
 - Utility Department

- Pipe repair
 - Utility Department

- * Inspections
 - Baker Street
 - Michael Etchison
 - Vine Street
 - Church Street
 - Unisia Drive
 - Drake Drive
 - Mayfield Drive
 - Pavilion Pkwy
 - MKL Blvd
 - Aycok Ave

Storm grate cleaning (City wide)

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Grates	60	43	68	72	49	57	16	76	22	34	0		497
Total Tons	1.4	0.22	1.19	0.45	0.42	0.26	0.1	1.01	0.18	0.15	0.12		5.5

Sign & Marking Division

- General maintenance:

	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
Signs repaired	6	12	6	2	6	6	6	15	17	7	8		91
Signs replaced	4	15	49	13	15	30	20	19	13	23	19		220
Sign post replaced/installed	4	7	37	12	16	10	8	21	16	25	10		166
New signs	33	34	56	47	44	53	47	54	55	40	26		489
Signs cleaned	5	7	4	6	4	7		6	8	5	4		56
Signs installed (new)		4	1	8	15	9	7	5		4	1		54
City emblems installed			2	6				10	29	5	6		58
In-lane pedestrian signs		1	3		2		1			1	1		9
Banners		3	4	3	9		6	2	5	4	2		38
Compaction Test													0
Traffic Studies	6	16	1		6	1	1	1	7	5			44
Parking Lot Striped									2				2
Speed hump installed				1	2		1	1		2	1		8
Crosswalk installed									2		2		4
Stop bars installed		5	10	7	14	9	9	10	11	7	6		88
Airport Maint.	7								1				8
Handicap Marking													0
Curb Striped											2		2
TOTAL	65	104	173	105	133	125	106	144	166	128	88	0	1337



TELECOM DEPARTMENT MONTHLY REPORT

JANUARY
2024

Items of Interest

Telecom fiber routes have been moved or replaced around Town Green Project. Old facilities being removed.

Fiber installs have improved significantly in the past month. Multiple contractors have been brought in.

Electric Dept. received new service truck, which allows for two trucks to be deployed.

TELECOM:
MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 11/2023 | FY 2023



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

COMMENTARY & ANALYSIS

The net operating margin after transfers, FY to date was -7.43%

RECOMMENDATIONS

- *
- *
- *
- *

MOST RECENT
12-MONTH

Nov 2023**Nov 2022****FY2023 YTD****FY2022 YTD****FINANCIALS****Revenues**

RETAIL SALES	\$	539,794	\$	555,744	\$	6,029,967	\$	6,128,108	\$	6,608,984
OTHER REVENUES		14,794		33,115		346,954		287,388		386,007
ADJUSTMENTS		(2,431)		8,726		124,674		52,430		155,423
Total Revenues	\$	552,157	\$	597,585	\$	6,501,596	\$	6,467,926	\$	7,150,414

Expenses

PERSONNEL	\$	92,187	\$	84,390	\$	841,217	\$	795,705	\$	848,715
PURCHASED & CONTRACTED SVC		19,276		50,172		379,591		243,812		418,482
PURCHASED PROPERTY SERVICES		9,302		5,001		143,561		36,909		155,492
SUPPLIES		26,378		28,268		414,203		356,021		505,767
COST OF GOODS SOLD		213,137		240,894		2,465,925		2,553,412		2,749,186
DEPR, DEBT SVC & OTHER COSTS		123,197		129,618		1,493,690		1,359,849		1,556,349
FUND TRANSFERS		105,122		122,863		1,246,207		1,279,912		1,325,162
Total Combined Expenses	\$	588,600	\$	661,207	\$	6,984,394	\$	6,625,622	\$	7,559,153

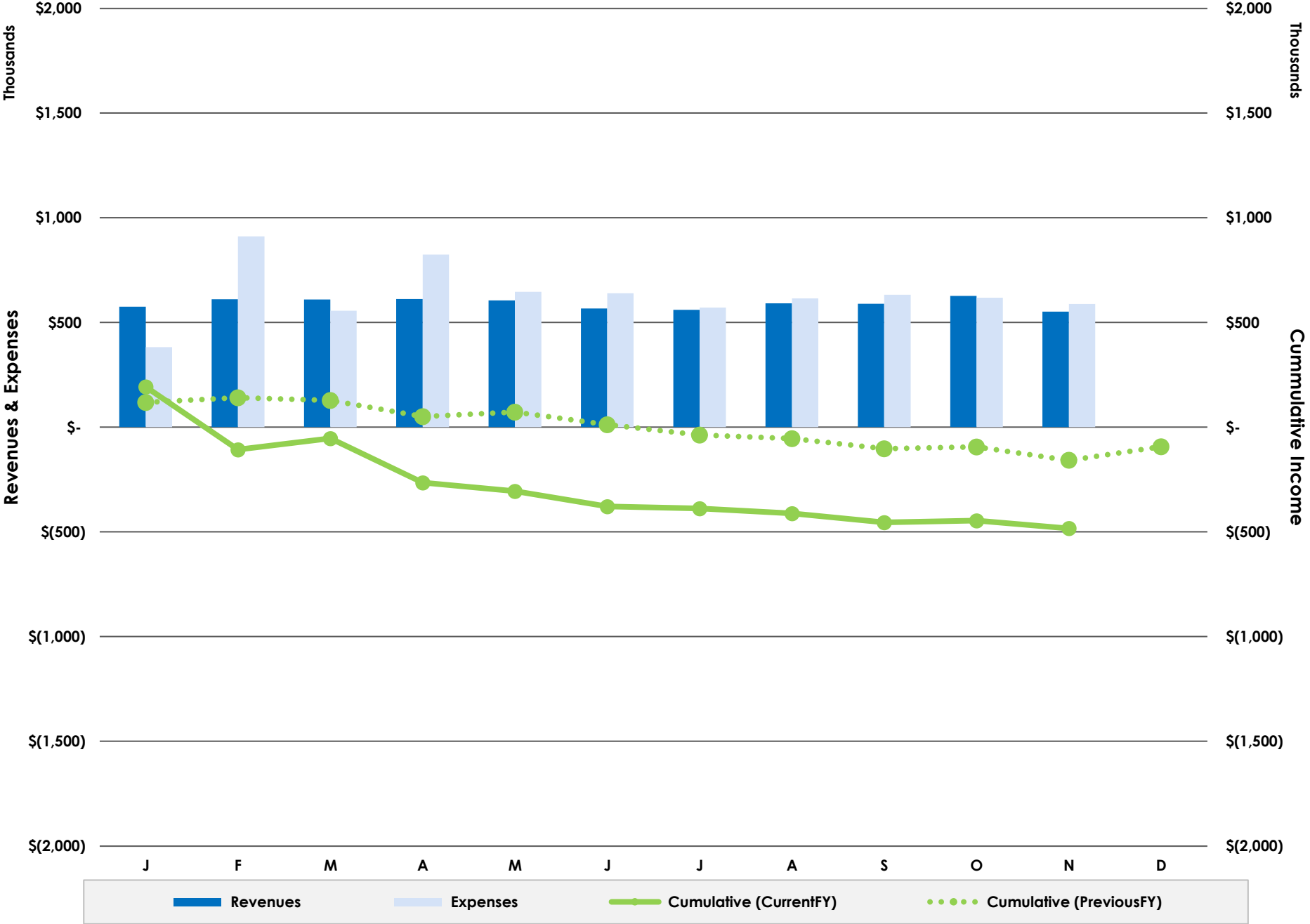
Income

Before Transfer	\$	68,679	\$	59,241	\$	763,408	\$	1,122,216	\$	916,422
After Transfer	\$	(36,442)	\$	(63,622)	\$	(482,799)	\$	(157,696)	\$	(408,739)

Margin

Before Transfer		12.44%		9.91%		11.74%		17.35%		12.82%
After Transfer		-6.60%		-10.65%		-7.43%		-2.44%		-5.72%

CHART 1
MONTHLY DIRECTOR'S REPORT
REVENUE, EXPENSE & INCOME SUMMARY
FISCAL YEAR 2023



MOST RECENT
12-MONTH

Nov 2023**Nov 2022****FY2023 YTD****FY2022 YTD****RETAIL SALES**

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

CABLE TELEVISION	\$	164,834	\$	200,221	\$	1,993,970	\$	2,334,439	\$	2,192,788
DVR SERVICE		15,960		20,245		195,944		230,766		216,000
FIBER OPTICS		141,229		64,015		1,124,215		645,075		1,190,444
INTERNET		181,830		236,604		2,329,143		2,534,469		2,588,850
TELEPHONE		35,059		33,345		375,205		368,017		408,093
SET TOP BOX		882		1,314		11,491		15,342		12,810
Total RETAIL SALES (ACTUAL)	\$	539,794	\$	555,744	\$	6,029,967	\$	6,128,108	\$	6,608,984

OTHER REVENUES

CATV INSTALL/UPGRADE	\$	100	\$	356	\$	616	\$	4,972	\$	790
MARKETPLACE ADS		-		-		-		-		-
PHONE FEES		772		800		9,676		8,978		10,472
EQUIPMENT SALES		-		-		-		-		-
MODEM RENTAL		5,711		8,013		75,184		88,024		83,180
VIDEO PRODUCTION REVENUE		-		-		-		-		-
MISCELLANEOUS		255		896		14,663		28,915		16,525
ADMIN ALLOCATION		7,956		23,100		246,865		156,583		270,829
OPERATING TRANSFERS IN		-		-		-		-		4,662
Transfer from CIP		-		-		-		-		-
MISCELLANEOUS		-		(50)		(50)		(84)		(450)
Total OTHER REVENUES ACTUAL	\$	14,794	\$	33,115	\$	346,954	\$	287,388	\$	386,007

Adjustment

\$ (2,431) \$ 8,726 \$ 124,674 \$ 52,430 \$ 155,423

Note: Adjustment added to match Financials

TOTAL REVENUES (ACTUAL)	\$	552,157	\$	597,585	\$	6,501,596	\$	6,467,926	\$	7,150,414
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MOST RECENT
12-MONTH

Nov 2023

Nov 2022

FY2023 YTD

FY2022 YTD

SUMMARY

Personnel	\$	92,187	\$	84,390	\$	841,217	\$	795,705	\$	848,715
Purchased & Contracted Svc		19,276		50,172		379,591		243,812		418,482
Purchased Property Services		9,302		5,001		143,561		36,909		155,492
Supplies		26,378		28,268		414,203		356,021		505,767
Cost of Goods Sold		213,137		240,894		2,465,925		2,553,412		2,749,186
Depr, Debt Svc & Other Costs		123,197		129,618		1,493,690		1,359,849		1,556,349
Fund Transfers		105,122		122,863		1,246,207		1,279,912		1,325,162
TOTAL SUMMARY (ACTUAL)	\$	588,600	\$	661,207	\$	6,984,394	\$	6,625,622	\$	7,559,153

TELECOM

Personnel

Salaries	\$	64,268	\$	54,878	\$	602,234	\$	547,880	\$	603,829
Benefits		27,919		29,513		238,984		247,825		244,886
Total Personnel (ACTUAL)	\$	92,187	\$	84,390	\$	841,217	\$	795,705	\$	848,715

Purchased & Contracted Svc

Attorney Fees	-	-	-	-	-
Audit Services	-	-	-	-	-
Professional Fees	-	-	870	754	870
Web Design	-	-	-	-	-
Consulting - Technical	-	-	-	-	-
HOLIDAY EVENTS	-	-	-	-	-
Lawn Care & Maintenance	-	-	-	-	-
Security Systems	129	908	515	1,869	515
Pest Control	-	-	-	-	-
Maintenance	349	5,953	15,344	14,554	18,557
Equipment Rents/Leases	188	188	2,253	2,253	2,441
Pole Equip. Rents/Leases	-	-	-	-	-
Equipment Rental	-	16	215	150	247
CONSULTING - TECHNICAL	-	-	-	-	-
LAWN CARE & MAINTENANCE	32	32	256	224	256
HOLIDAY EVENTS	-	-	-	-	135
SECURITY SYSTEMS	-	-	570	-	570
Outside Maintenance	12,481	2,090	94,380	13,749	100,172
EQUIPMENT RENTS / LEASES	-	-	-	-	-
POLE EQUIPMENT RENTS / LEASES	-	-	-	4,772	-
MAINTENANCE CONTRACTS	69	7,349	32,706	45,114	35,721
EQUIPMENT RENTAL	-	11	189	100	210
COMMUNICATION SERVICES	3,287	1,892	26,414	25,348	29,626
INTERNET COSTS	-	-	-	2,219	-
POSTAGE	-	-	-	45	-
TRAVEL EXPENSE	266	164	2,278	1,882	2,278
DUES/FEES	1,090	989	27,605	16,524	29,710
VEHICLE TAG & TITLE FEE	3	-	165	-	165
FCC FEES	715	-	42,332	29,618	49,073
GA DEPT OF REV FEES	-	-	715	-	715
TRAINING & EDUCATION -EMPLOYEE	246	-	6,252	9,837	8,134
CONTRACT LABOR	422	30,582	126,531	74,798	139,085
SOFTWARE EXPENSE	-	-	-	-	-
SHIPPING / FREIGHT	-	-	-	-	-
Total Purchased & Contracted Svc (ACTUAL)	\$ 19,276	\$ 50,172	\$ 379,591	\$ 243,812	\$ 418,482

MOST RECENT
12-MONTH

	Nov 2023	Nov 2022	FY2023 YTD	FY2022 YTD	
Purchased Property Services					
Equipment Rep & Maint -Outside	-	-	-	-	-
Equipment Rental	-	-	-	-	-
Repair & Maintenance (Outside)	-	-	-	-	-
Repair & Maintenance (Inside)	-	-	-	-	-
Maintenance Contracts	-	-	-	-	-
Other Contractual Services	-	-	-	-	-
Communication Services	320	319	3,969	3,224	4,289
Postage	-	-	-	-	1,300
INTERNET COSTS	-	2,000	2,000	2,000	2,000
Public Relations	-	-	-	-	-
Marketing Expense	-	-	-	-	-
	-	-	-	-	878
Dues & Subscriptions	-	-	-	-	-
Fees	-	-	761	792	761
FCC Fees	-	-	-	-	-
Training & Education	-	-	-	-	-
General Liability Insurance	-	-	-	-	-
Vehicle Tag & Title Fee	-	-	-	-	-
GA Dept Revenue Fee	-	-	-	-	-
Uniform Rental	-	-	-	-	-
Contract Labor	8,983	2,682	136,831	30,893	146,264
Fines/Late Fee	-	-	-	-	-
Shipping/Freight	-	-	-	-	-
Total Purchased Property Services (ACTUAL)	\$ 9,302	\$ 5,001	\$ 143,561	\$ 36,909	\$ 155,492

TELECOM (Continued)

Supplies					
Chemicals & Pesticides	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies & Expense	-	-	1,346	258	1,346
Postage	-	-	-	-	-
Auto Parts	199	(46)	1,099	8,599	1,456
CONSTRUCTION MATERIALS	-	-	-	-	-
Damage Claims - CableTV	-	-	350	-	350
EXPENDABLE FLUIDS	-	-	195	244	377
Tires	-	152	1,865	1,025	3,407
Uniform Expense	-	200	-	2,757	-
Janitorial Supplies	309	352	2,903	3,035	3,396
Computer Equipment	-	-	19	-	19
Equipment Parts	42	135	2,381	752	2,638
R&M Building - Inside	-	-	-	-	-
Equipment R&M - Inside	-	-	-	-	-
System R&M - Inside	1,350	1,468	16,823	28,860	57,410
Sys R&M - Inside/Shipping	-	-	-	-	-
COVID-19 EXPENSES	-	-	-	-	-

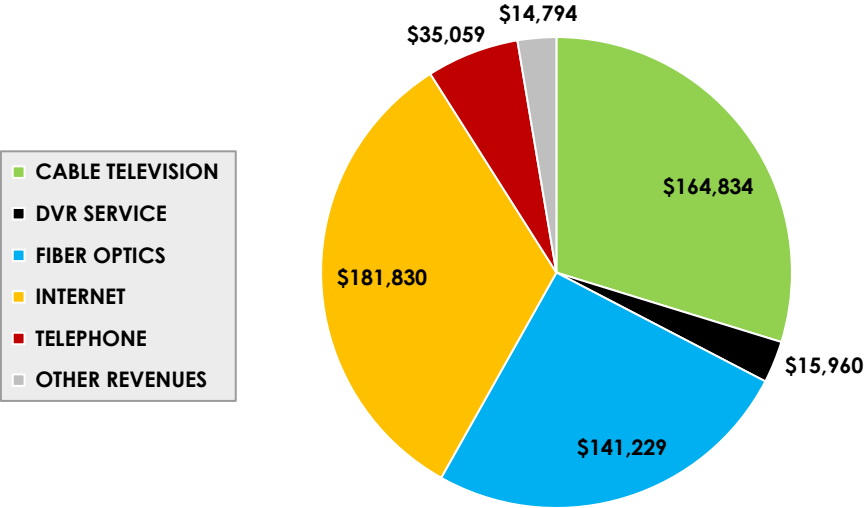
	Nov 2023	Nov 2022	FY2023 YTD	FY2022 YTD	MOST RECENT 12-MONTH
Utility Costs	2,992	2,893	32,905	37,314	37,711
Mileage Reimbursement	-	-	-	-	-
Auto & Truck Fuel	1,274	1,350	12,970	14,335	15,560
Food	122	91	945	1,012	1,064
Small Tools & Minor Equipment	122	266	2,515	1,107	2,748
Small Operating Supplies	-	452	2,407	3,882	2,718
EMPLOYEE RECOGNITION	66	-	684	-	684
Uniform Expense	-	-	-	-	-
Equipment Pur (Less than \$5M)	-	-	-	-	-
OFFICE SUPPLIES & EXPENSES	161	-	4,403	395	4,725
AUTO PARTS	-	-	1,025	192	1,055
CONSTRUCTION MATERIALS	-	-	479	-	479
EXPENDABLE FLUIDS	-	15	-	15	-
SAFETY/MEDICAL SUPPLIES	-	-	178	-	178
UNIFORM EXPENSE	-	-	4,668	5,346	4,668
JANITORIAL SUPPLIES	20	-	20	315	20
COMPUTER EQUIP NON-CAP	39	390	9,694	6,193	10,476
EQUIPMENT PARTS	28	4,091	12,640	6,513	12,919
REPAIRS & MAINTENANCE	9,341	7,420	168,363	112,510	191,777
COVID-19 EXPENSES	-	-	-	-	-
UTILITY COSTS	1,923	1,905	19,486	18,587	23,306
AUTO & TRUCK FUEL	1,274	1,350	12,970	14,700	15,560
SMALL TOOLS & MINOR EQUIPMENT	1,330	1,507	31,292	32,717	38,650
SMALL OPERATING SUPPLIES	190	799	11,444	16,870	12,904
DEPRECIATION EXPENSE	5,598	3,478	58,136	38,262	58,136
EQUIPMENT	-	-	-	-	-
Total Supplies (ACTUAL)	\$ 26,378	\$ 28,268	\$ 414,203	\$ 356,021	\$ 505,767
Cost of Goods Sold					
Internet Costs	-	-	-	-	-
Cost of Sales Telephone	-	-	-	-	-
Cost of Sales Fiber	-	-	-	-	-
Cost of Sales Electricity	-	-	-	-	-
Cost of Sales Telephone	18,797	17,617	204,653	184,801	222,390
Cost of Sales CATV	159,410	183,968	1,885,636	2,078,870	2,113,901
Cost of Sales Internet	15,720	31,255	272,159	199,222	301,413
Cost of Sales Internet	-	-	-	-	-
Cost of Sales Fiber	8,060	8,055	81,223	90,520	89,227
Cost of Sales Streaming	11,150	-	22,255	-	22,255
Cost of Programming CATV	-	-	-	-	-
Total Cost of Goods Sold (ACTUAL)	\$ 213,137	\$ 240,894	\$ 2,465,925	\$ 2,553,412	\$ 2,749,186
Depr, Debt Svc & Other Costs					
Damage Claims - CableTV	\$ -	\$ -	\$ -	\$ -	\$ -
Damage Claims - Telecom	\$ -	\$ -	\$ 63,704	\$ -	\$ 63,704

MOST RECENT

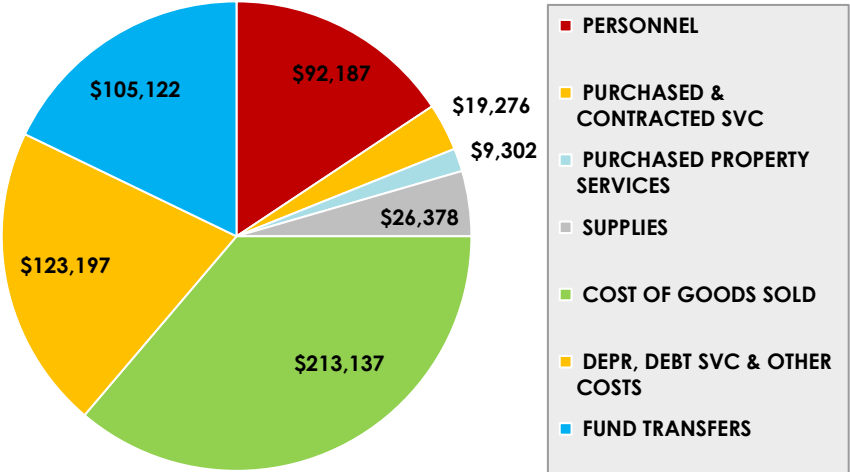
	Nov 2023	Nov 2022	FY2023 YTD	FY2022 YTD	12-MONTH
Miscellaneous	-	-	-	-	-
Utility Cashiers (Over)/Short	-	-	-	-	-
Utility Internal Admin Allocate	-	-	-	-	-
Depreciation Expense	15,470	15,619	170,320	172,068	170,320
INTEREST EXP - 2020 REV BONDS	43,089	43,089	473,981	473,981	517,070
Amortization Exp	-	-	-	-	-
Admin. Allocation - Adm Exp	73,361	79,634	881,642	809,758	909,936
Utility Bad Debt Expense	-	-	-	-	-
Revenue Bond Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Interest Expenses (Bond)	-	-	-	-	-
Construction in Progress	-	-	-	-	-
Capital Exp-Software	-	-	-	-	-
Capital Exp - Equipment	-	-	-	-	-
Total Depr, Debt Svc & Other Costs (ACTUAL)	\$ 123,197	\$ 129,618	\$ 1,493,690	\$ 1,359,849	\$ 1,556,349
Fund Transfers					
Trans Out 5% to Gen Fund - CABLE TV	10,948	16,961	135,774	195,548	153,737
Trans Out 5% to Gen Fund - TELECOM	20,813	26,269	228,791	274,606	261,489
ADMIN ALLOC - ADMIN EXPENSES	73,361	79,634	881,642	809,758	909,936
Total Fund Transfers (ACTUAL)	\$ 105,122	\$ 122,863	\$ 1,246,207	\$ 1,279,912	\$ 1,325,162
TOTAL TELECOM EXPENSES (ACTUAL)	\$ 588,600	\$ 661,207	\$ 6,984,394	\$ 6,625,622	\$ 7,559,153

CHART 5
MONTHLY DIRECTOR'S REPORT
REVENUES & EXPENSES

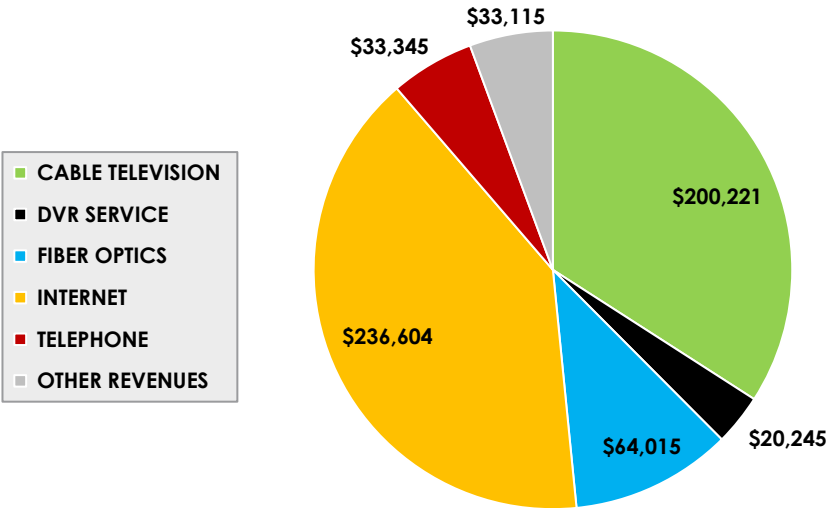
REVENUES [Nov 2023]



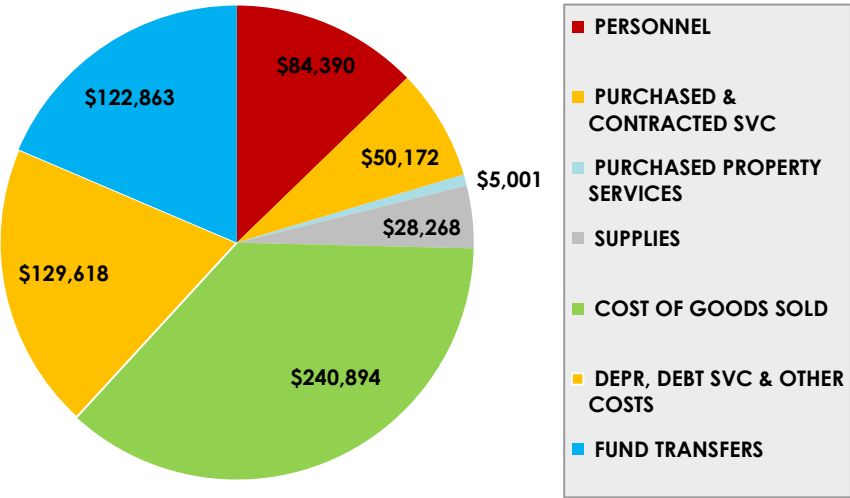
EXPENSES [Nov 2023]



REVENUES [Nov 2022]



EXPENSES [Nov 2022]



	Nov 2023	Nov 2022	FY2023 YTD	FY2022 YTD	MOST RECENT 12-MONTH
BASIC & EXPANDED BASIC					
Number of Bills	1,332	1,640	16,142	19,105	17,760
Revenue (\$)	\$ 152,814	\$ 185,894	\$ 1,847,632	\$ 2,175,026	\$ 2,032,269
Revenue Per Bill (\$)	\$ 115	\$ 113	\$ 114	\$ 114	\$ 114
MINI BASIC					
Number of Bills	249	298	3,035	3,319	3,331
Revenue (\$)	\$ 9,554	\$ 11,207	\$ 115,279	\$ 123,334	\$ 126,354
Revenue Per Bill (\$)	\$ 38	\$ 38	\$ 38	\$ 37	\$ 38
BOSTWICK					
Number of Bills	6	10	94	118	104
Revenue (\$)	\$ 690	\$ 1,150	\$ 10,837	\$ 13,524	\$ 11,987
Revenue Per Bill (\$)	\$ 115	\$ 115	\$ 115	\$ 115	\$ 115
BULK CATV/MOTEL					
Number of Bills	4	4	44	44	48
Revenue (\$)	\$ 1,310	\$ 1,310	\$ 14,410	\$ 14,410	\$ 15,720
Revenue Per Bill (\$)	\$ 328	\$ 328	\$ 328	\$ 328	\$ 328
SHOWTIME					
Number of Bills	3	3	33	39	36
Revenue (\$)	\$ 44	\$ 44	\$ 483	\$ 510	\$ 527
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 15	\$ 13	\$ 15
SHOW/HBO					
Number of Bills	1	4	18	50	22
Revenue (\$)	\$ 13	\$ 50	\$ 222	\$ 625	\$ 263
Revenue Per Bill (\$)	\$ 13	\$ 13	\$ 12	\$ 12	\$ 12
BULK SHOWTIME/MOTEL					
Number of Bills	-	-	-	-	-
Revenue (\$)	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue Per Bill (\$)	\$ -	\$ -	\$ -	\$ -	\$ -
CINEMAX					
Number of Bills	2	2	22	22	24
Revenue (\$)	\$ 29	\$ 29	\$ 322	\$ 322	\$ 352
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15

MOST RECENT
12-MONTH

Nov 2023**Nov 2022****FY2023 YTD****FY2022 YTD****HBO**

Number of Bills	13	16	158	213	175
Revenue (\$)	\$ 190	\$ 234	\$ 2,293	\$ 3,075	\$ 2,542
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 15	\$ 14	\$ 15

MAX/HBO

Number of Bills	-	3	7	50	10
Revenue (\$)	\$ -	\$ 38	\$ 84	\$ 599	\$ 113
Revenue Per Bill (\$)	\$ -	\$ 13	\$ 12	\$ 12	\$ 11

PLAYBOY

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

STARZ

Number of Bills	13	18	167	209	185
Revenue (\$)	\$ 190	\$ 264	\$ 2,407	\$ 3,014	\$ 2,661
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 14	\$ 14	\$ 14

DVR

Number of Bills	96	121	1,187	1,390	1,309
Revenue (\$)	\$ 11,473	\$ 14,445	\$ 141,554	\$ 164,567	\$ 155,874
Revenue Per Bill (\$)	\$ 120	\$ 119	\$ 119	\$ 118	\$ 119

NON DVR

Number of Bills	31	40	375	470	415
Revenue (\$)	\$ 3,708	\$ 4,800	\$ 44,763	\$ 55,159	\$ 49,518
Revenue Per Bill (\$)	\$ 120	\$ 120	\$ 119	\$ 117	\$ 119

SET TOP BOX

Number of Bills	72	108	949	1,260	1,058
Revenue (\$)	\$ 882	\$ 1,314	\$ 11,491	\$ 15,342	\$ 12,810
Revenue Per Bill (\$)	\$ 12	\$ 12	\$ 12	\$ 12	\$ 12

	Nov 2023	Nov 2022	FY2023 YTD	FY2022 YTD	MOST RECENT 12-MONTH
ADD'L DVR BOX					
Number of Bills	44	55	535	610	590
Revenue (\$)	\$ 647	\$ 826	\$ 8,022	\$ 8,745	\$ 8,838
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 15	\$ 14	\$ 15
ADD'L NON DVR BOX					
Number of Bills	13	17	153	219	170
Revenue (\$)	\$ 132	\$ 174	\$ 1,605	\$ 2,296	\$ 1,770
Revenue Per Bill (\$)	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10
FIBER					
Number of Bills	1,952	407	13,512	3,414	13,937
Revenue (\$)	\$ 141,229	\$ 64,015	\$ 1,124,215	\$ 645,075	\$ 1,190,444
Revenue Per Bill (\$)	\$ 72	\$ 157	\$ 83	\$ 189	\$ 85
INTERNET					
Number of Bills	3,053	4,172	39,783	45,441	43,836
Revenue (\$)	\$ 175,979	\$ 234,625	\$ 2,287,802	\$ 2,512,646	\$ 2,545,601
Revenue Per Bill (\$)	\$ 58	\$ 56	\$ 58	\$ 55	\$ 58
WIRELESS INTERNET					
Number of Bills	422	45	2,480	339	2,508
Revenue (\$)	\$ 5,851	\$ 1,980	\$ 41,341	\$ 21,823	\$ 43,250
Revenue Per Bill (\$)	\$ 14	\$ 44	\$ 17	\$ 64	\$ 17
RESIDENTIAL PHONE					
Number of Bills	686	727	7,781	8,116	8,504
Revenue (\$)	\$ 9,568	\$ 6,682	\$ 87,229	\$ 70,932	\$ 93,645
Revenue Per Bill (\$)	\$ 14	\$ 9	\$ 11	\$ 9	\$ 11
COMMERCIAL PHONE					
Number of Bills	267	280	2,996	3,129	3,275
Revenue (\$)	\$ 17,359	\$ 17,944	\$ 195,604	\$ 200,503	\$ 213,513
Revenue Per Bill (\$)	\$ 65	\$ 64	\$ 65	\$ 64	\$ 65
TOTAL REVENUES	\$ 531,663	\$ 547,024	\$ 5,937,595	\$ 6,031,526	\$ 6,508,049

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



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

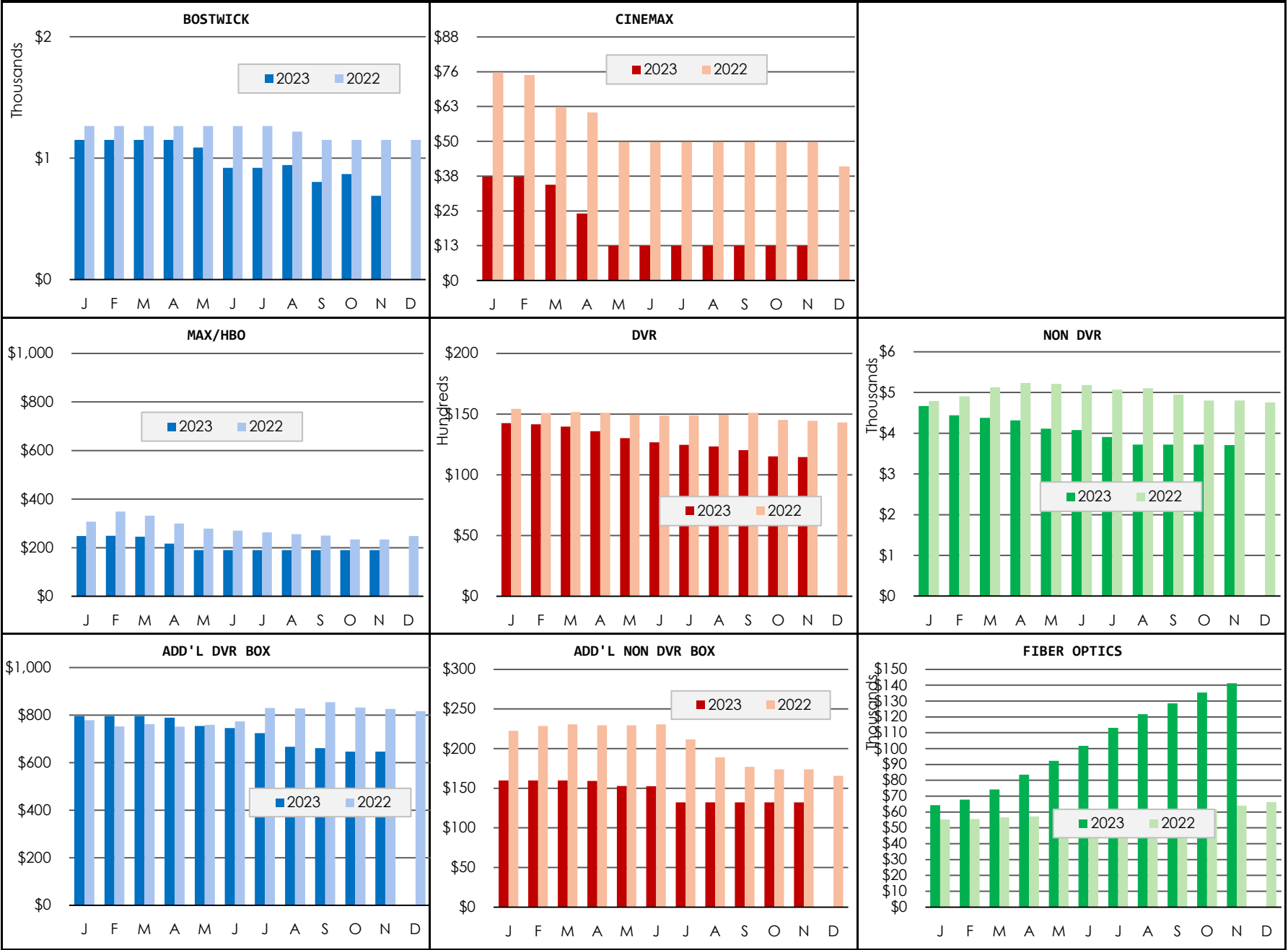
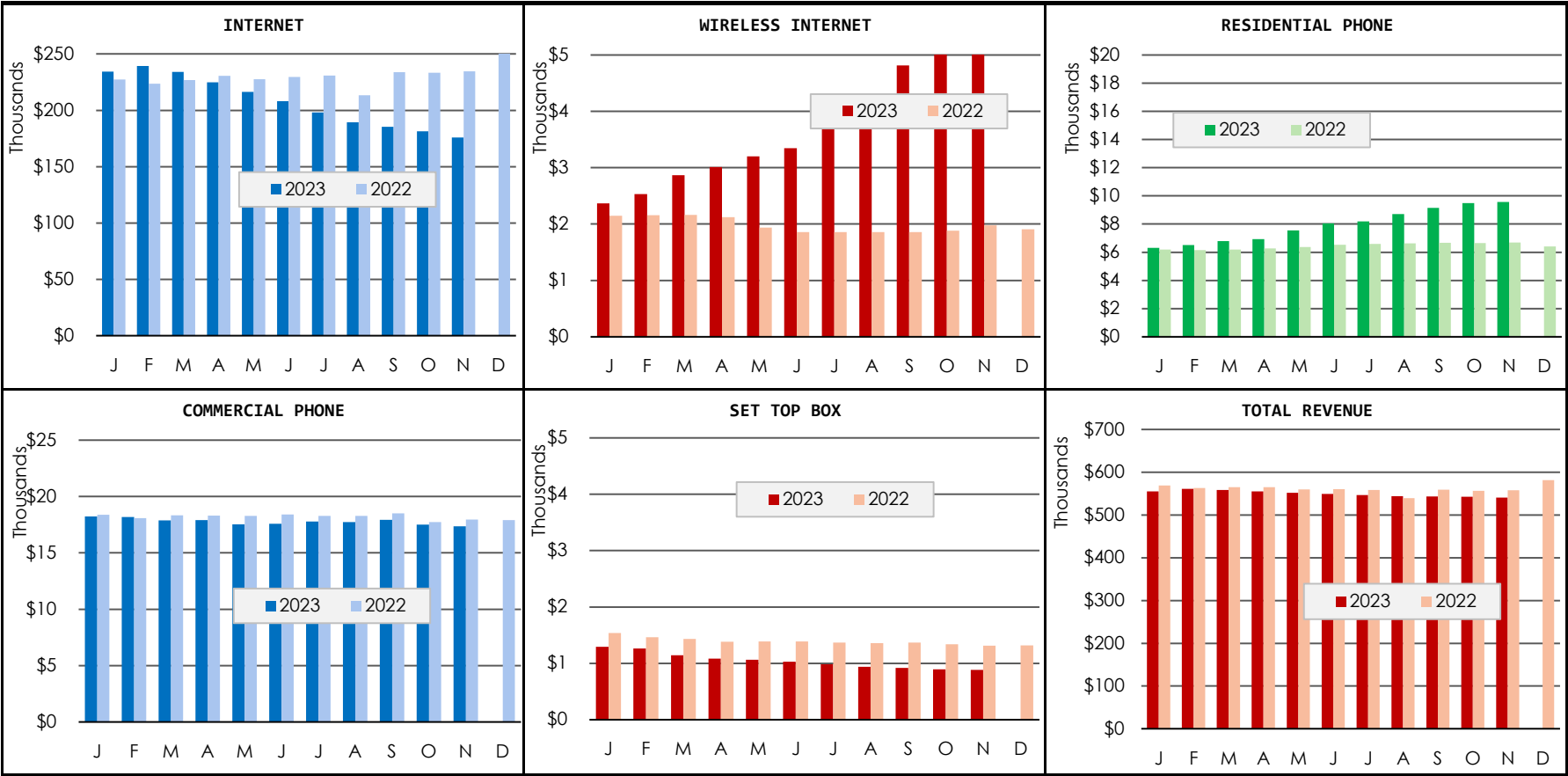
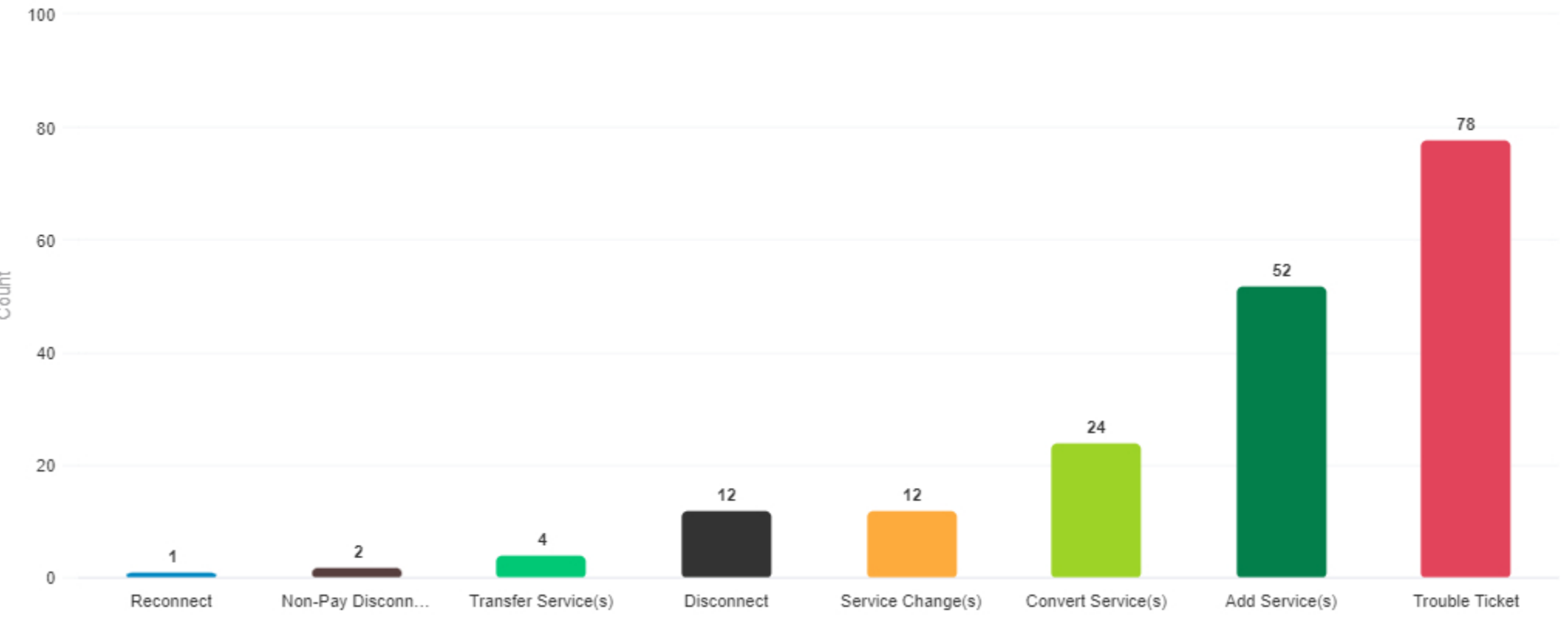


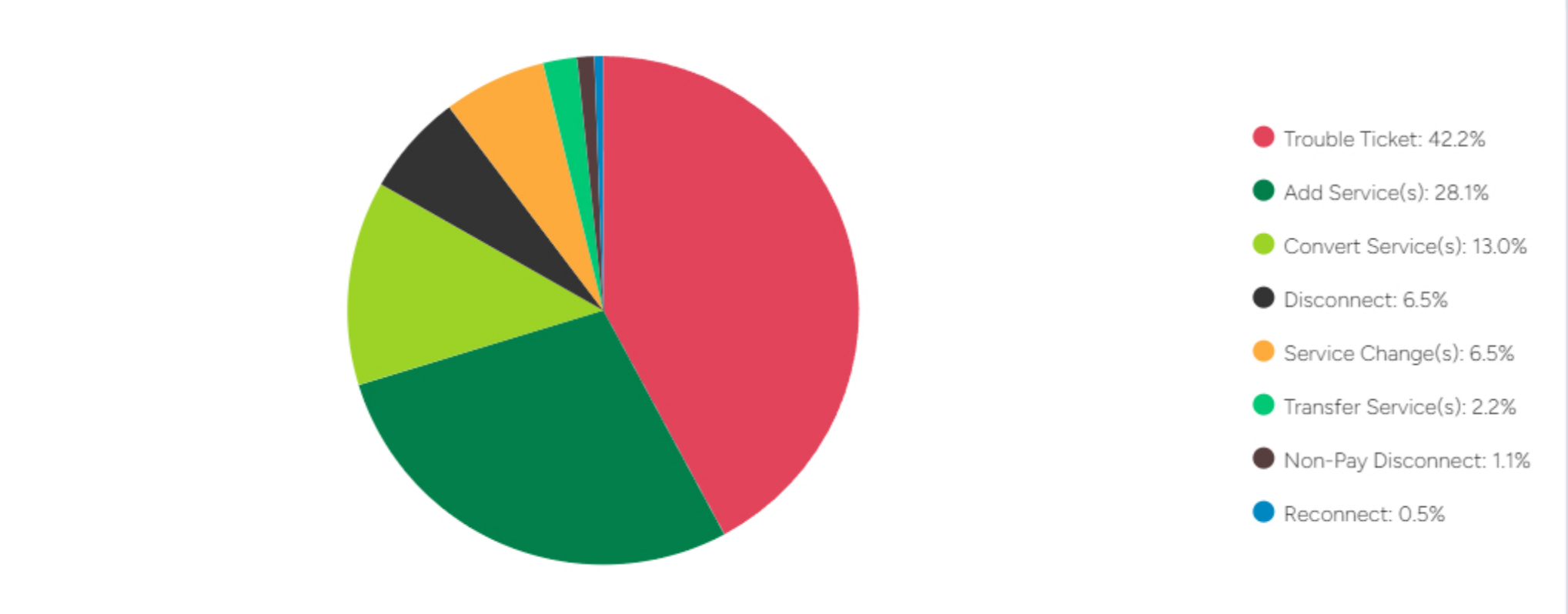
CHART 7
REVENUES FROM SALES BY CLASS
CURRENT VS. PREVIOUS FISCAL YEAR



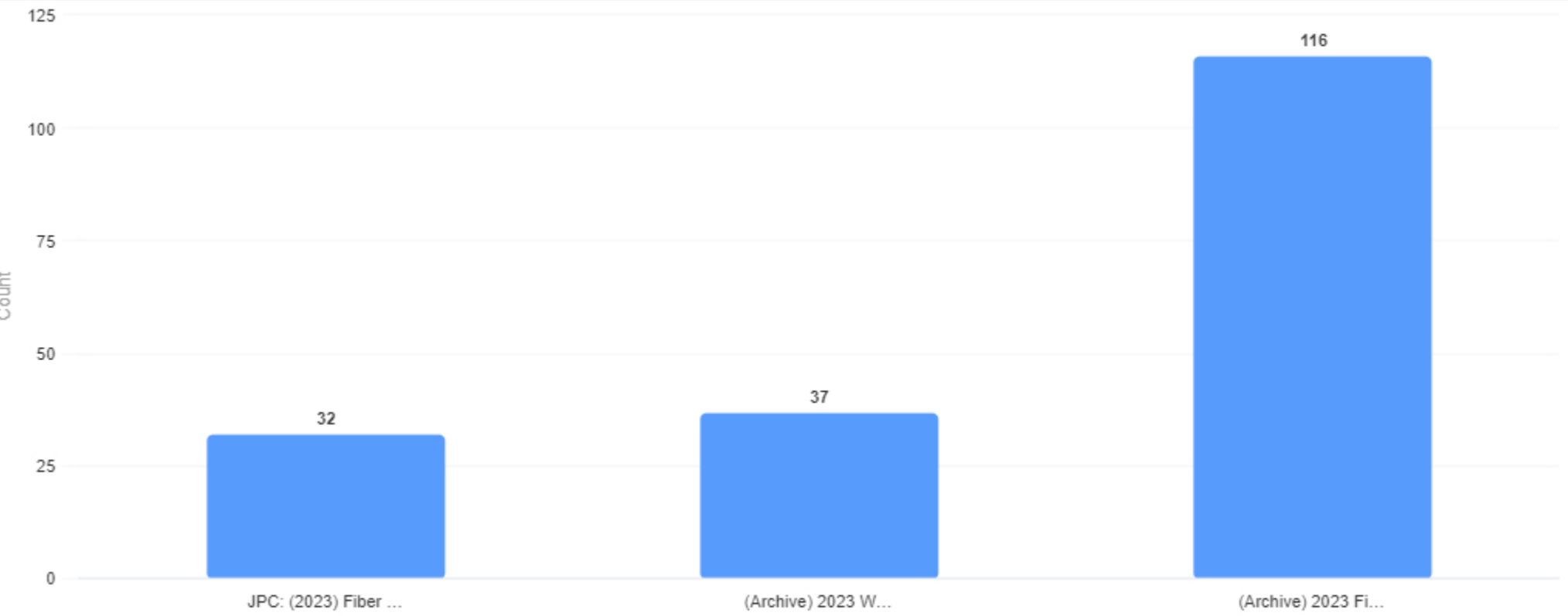
Completed Work Orders:



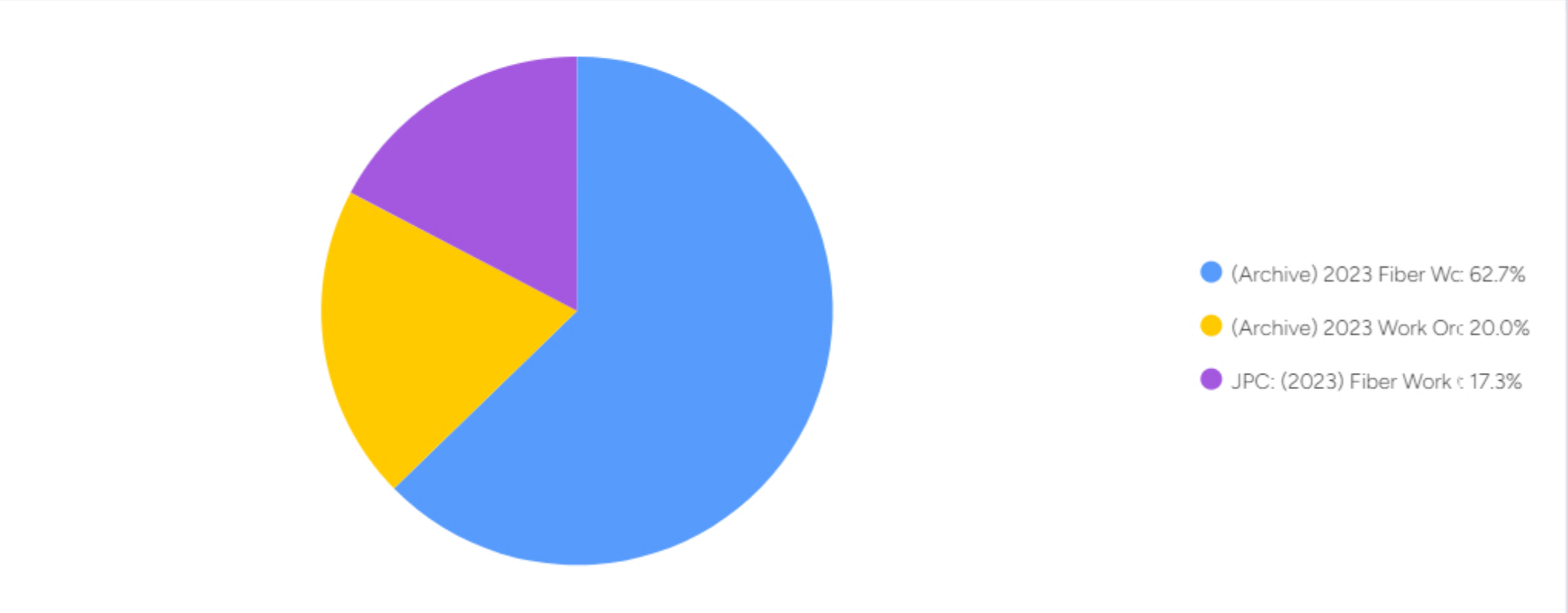
Completed Work Orders:



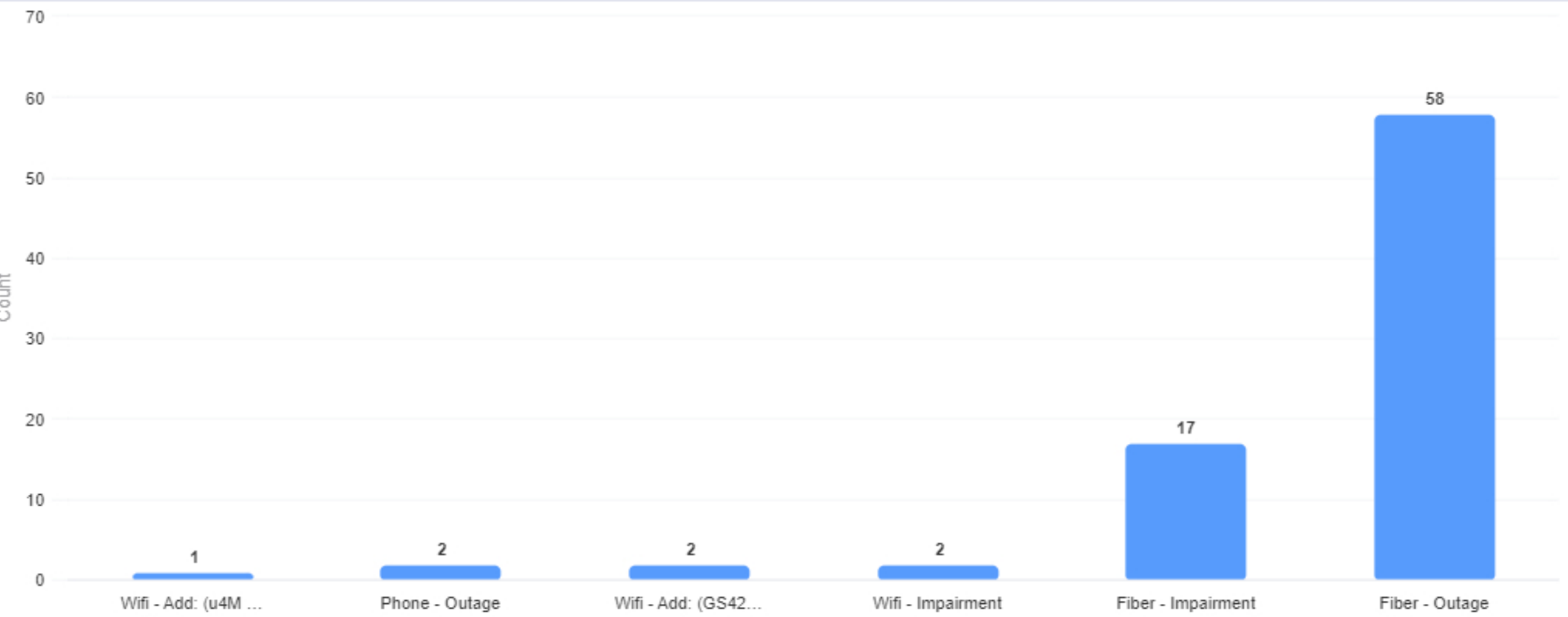
Completed Work Orders (By Company):



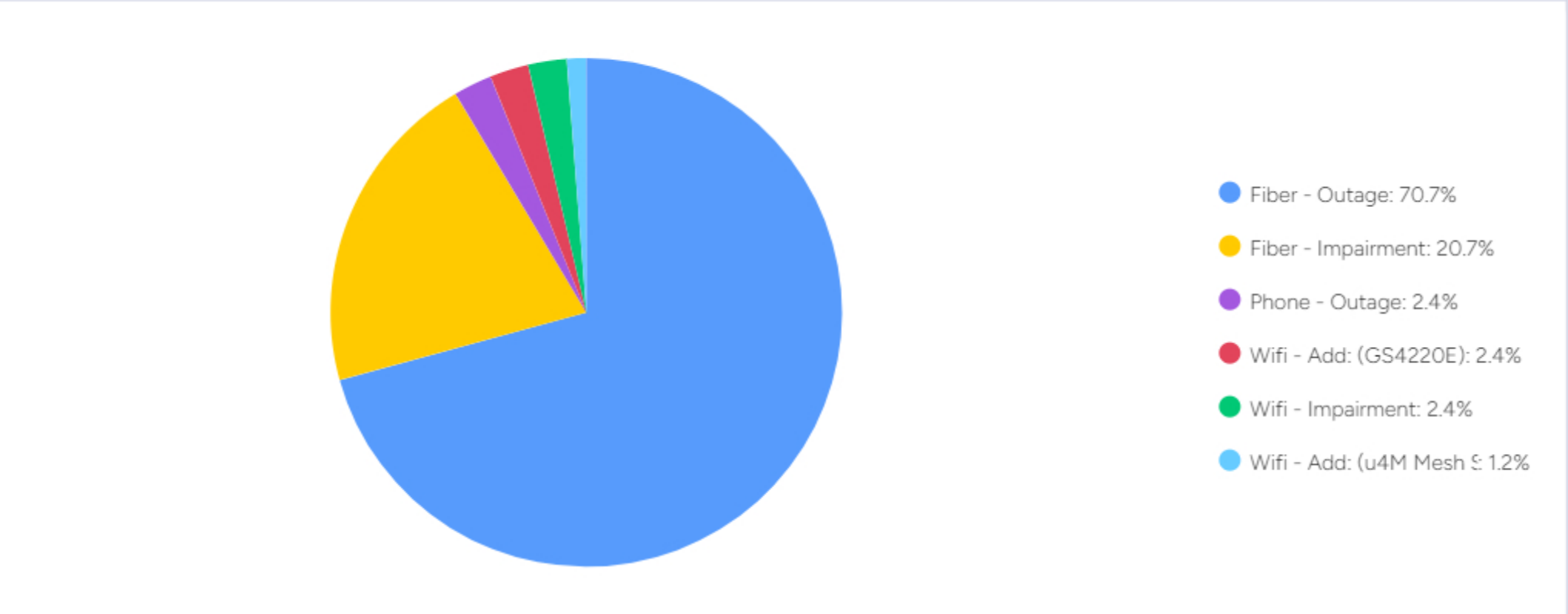
Completed Work Orders (By Company):



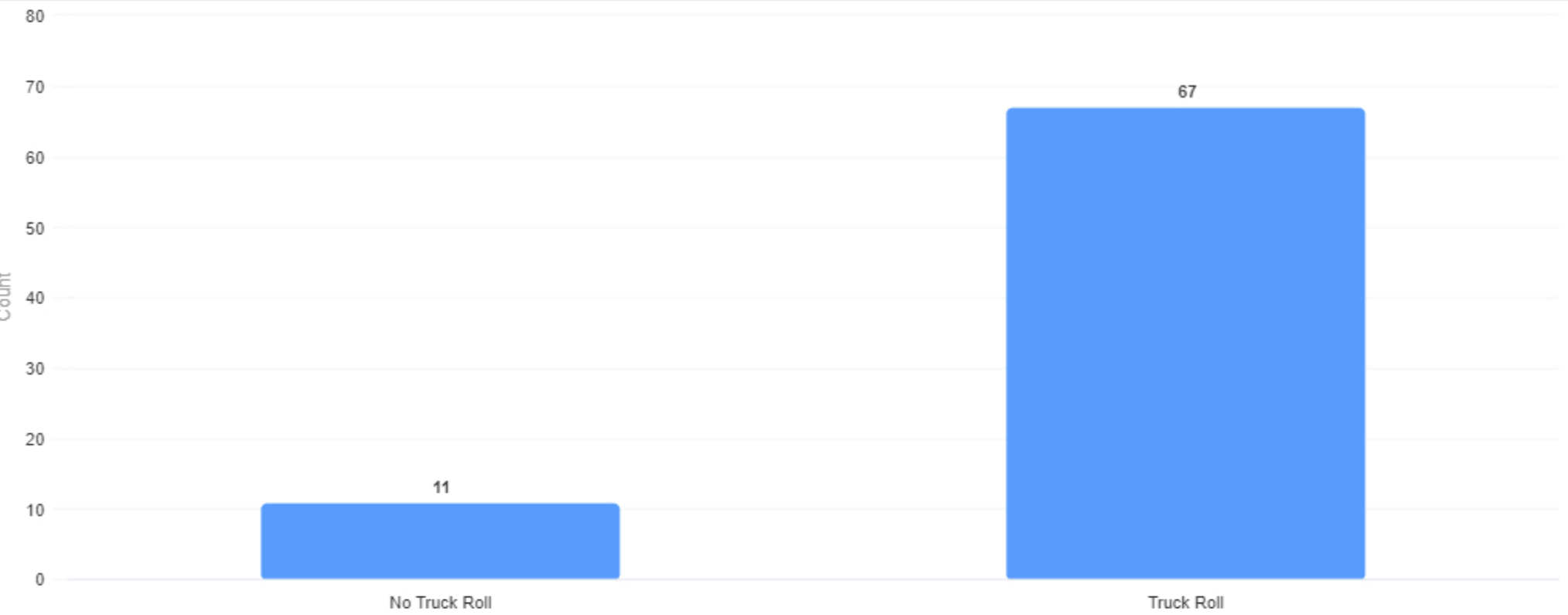
Trouble Tickets: (By Service Action)



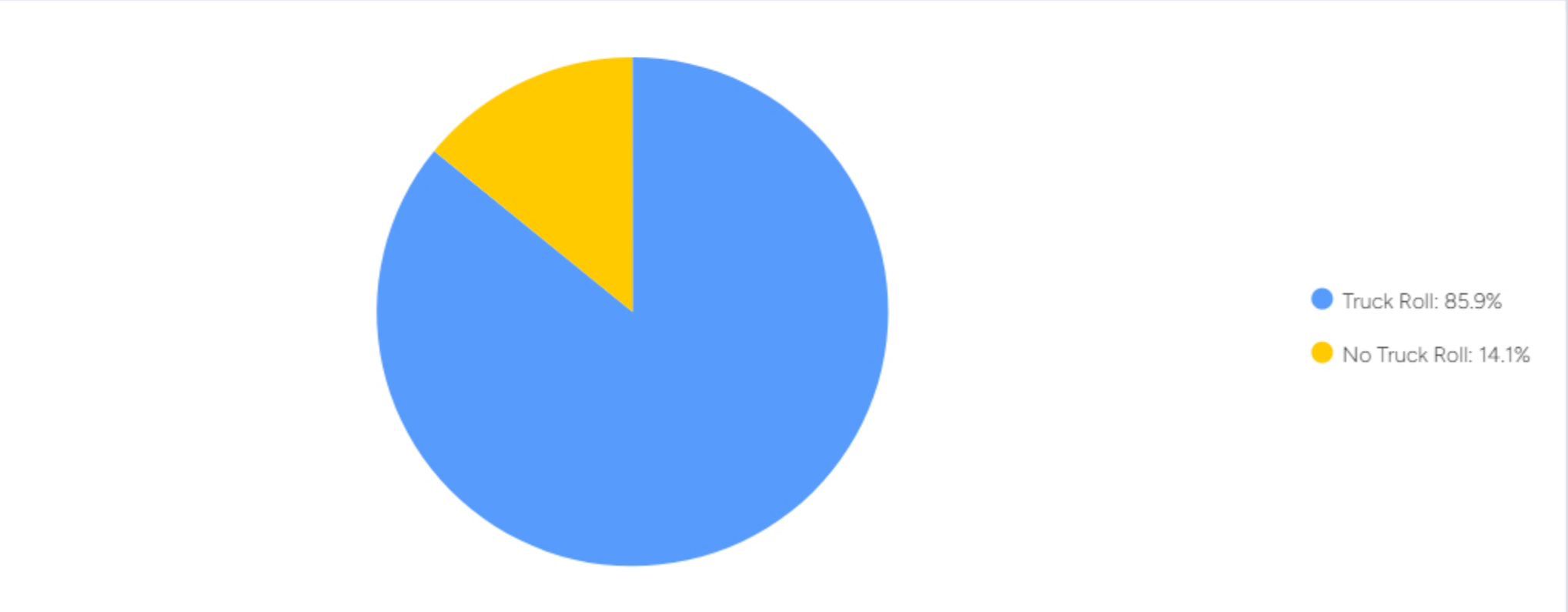
Trouble Tickets: (By Service Action)



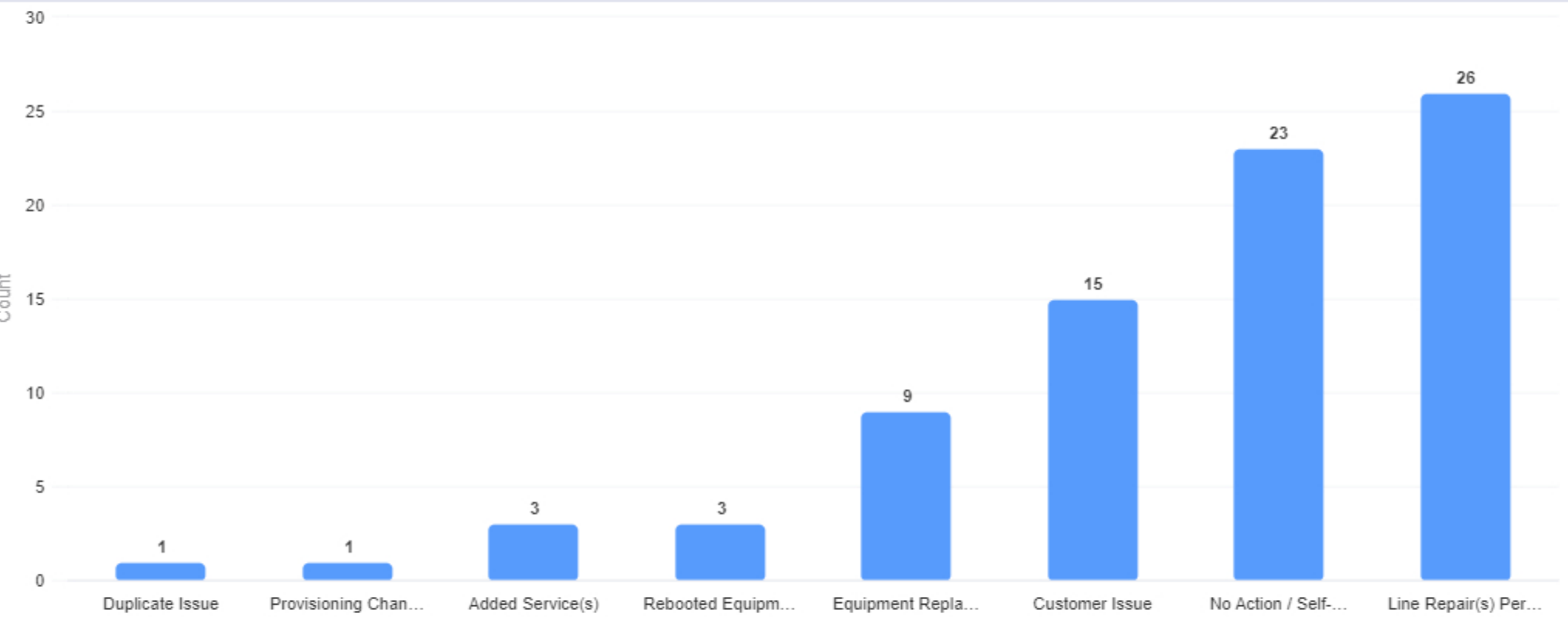
Trouble Tickets: (Truck Roll vs Non-Truck Roll)



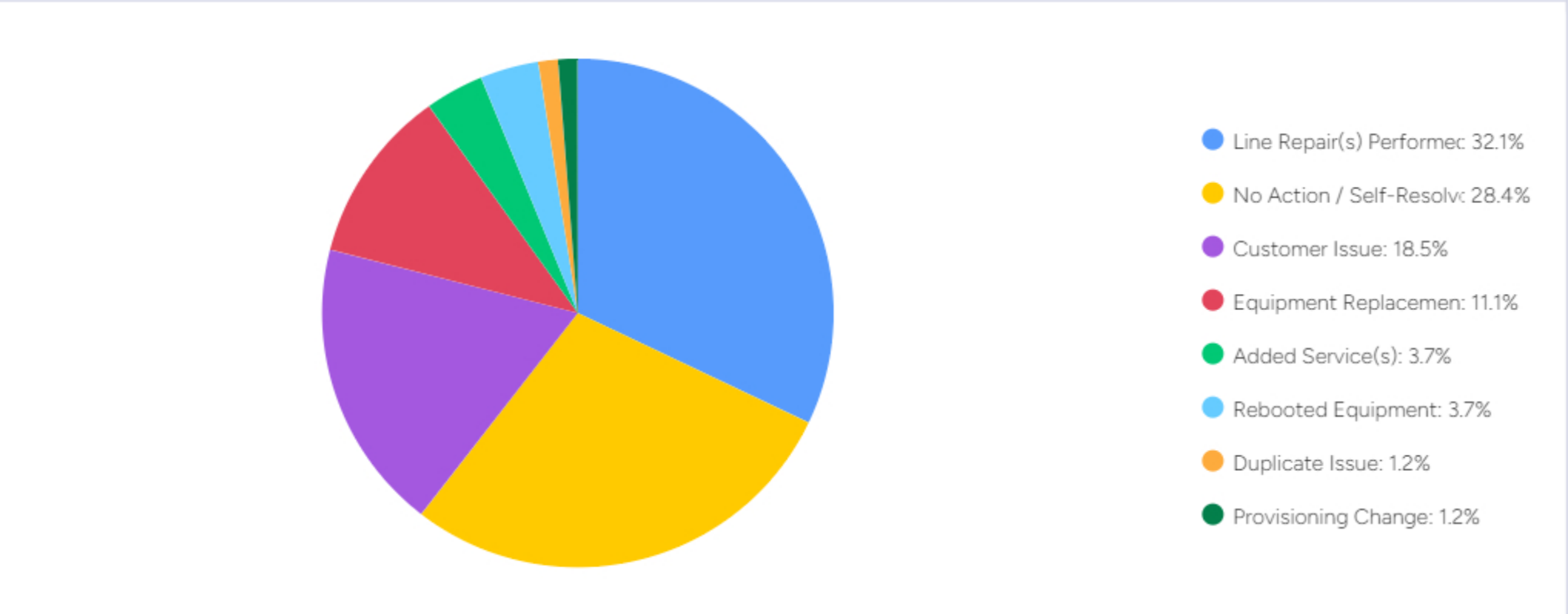
Trouble Tickets: (Truck Roll vs Non-Truck Roll)



Fiber Trouble Tickets: (Resolutions)



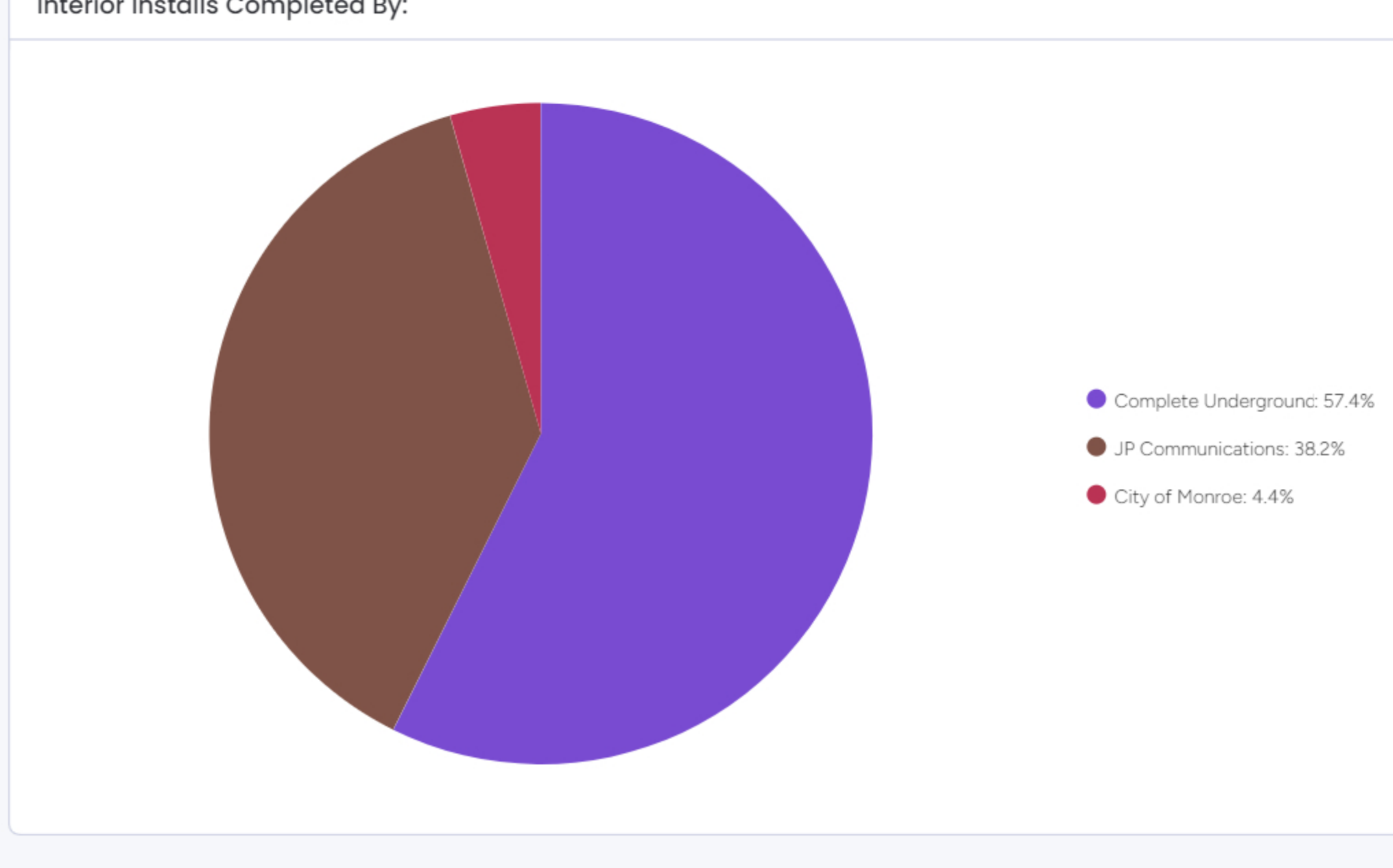
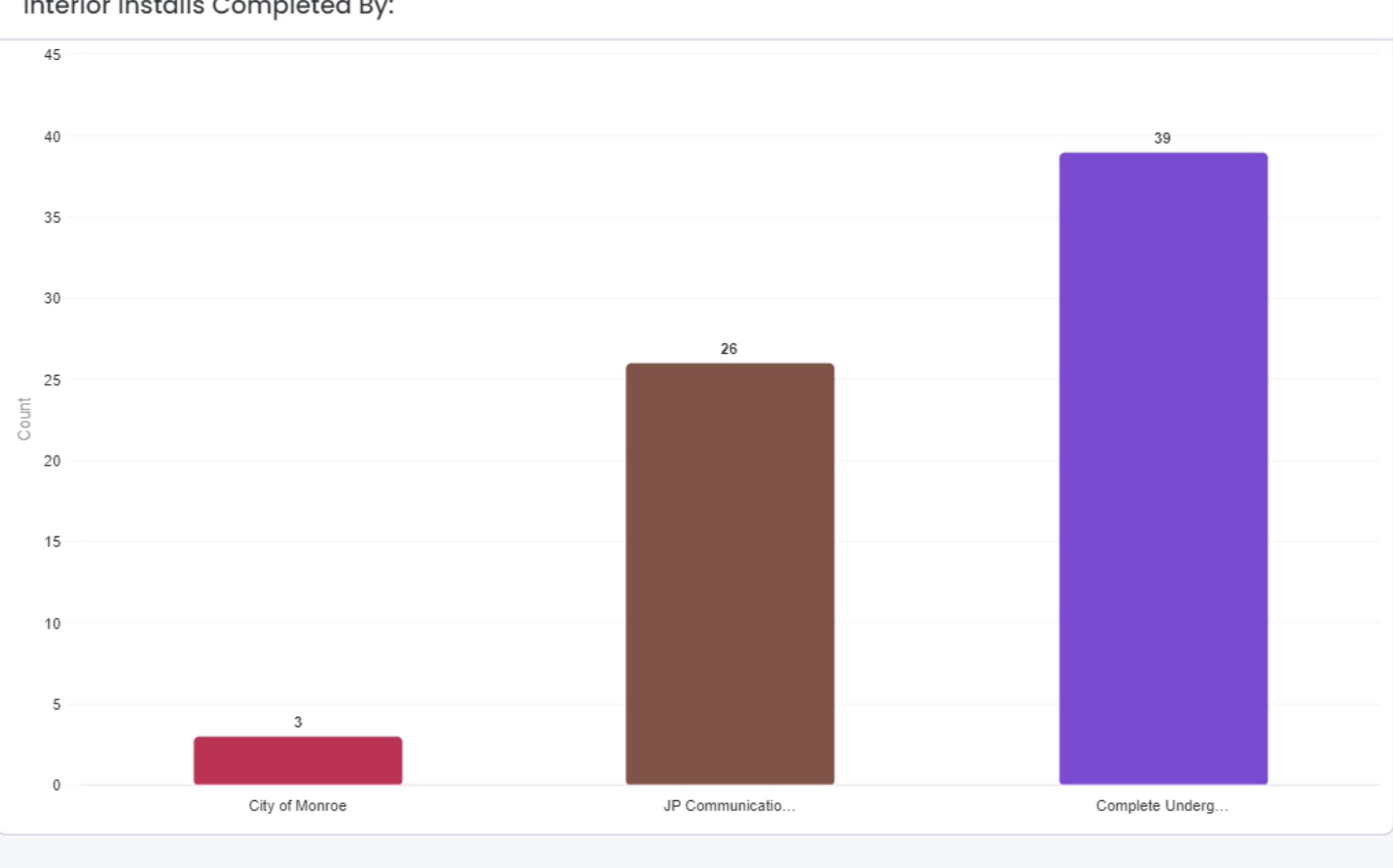
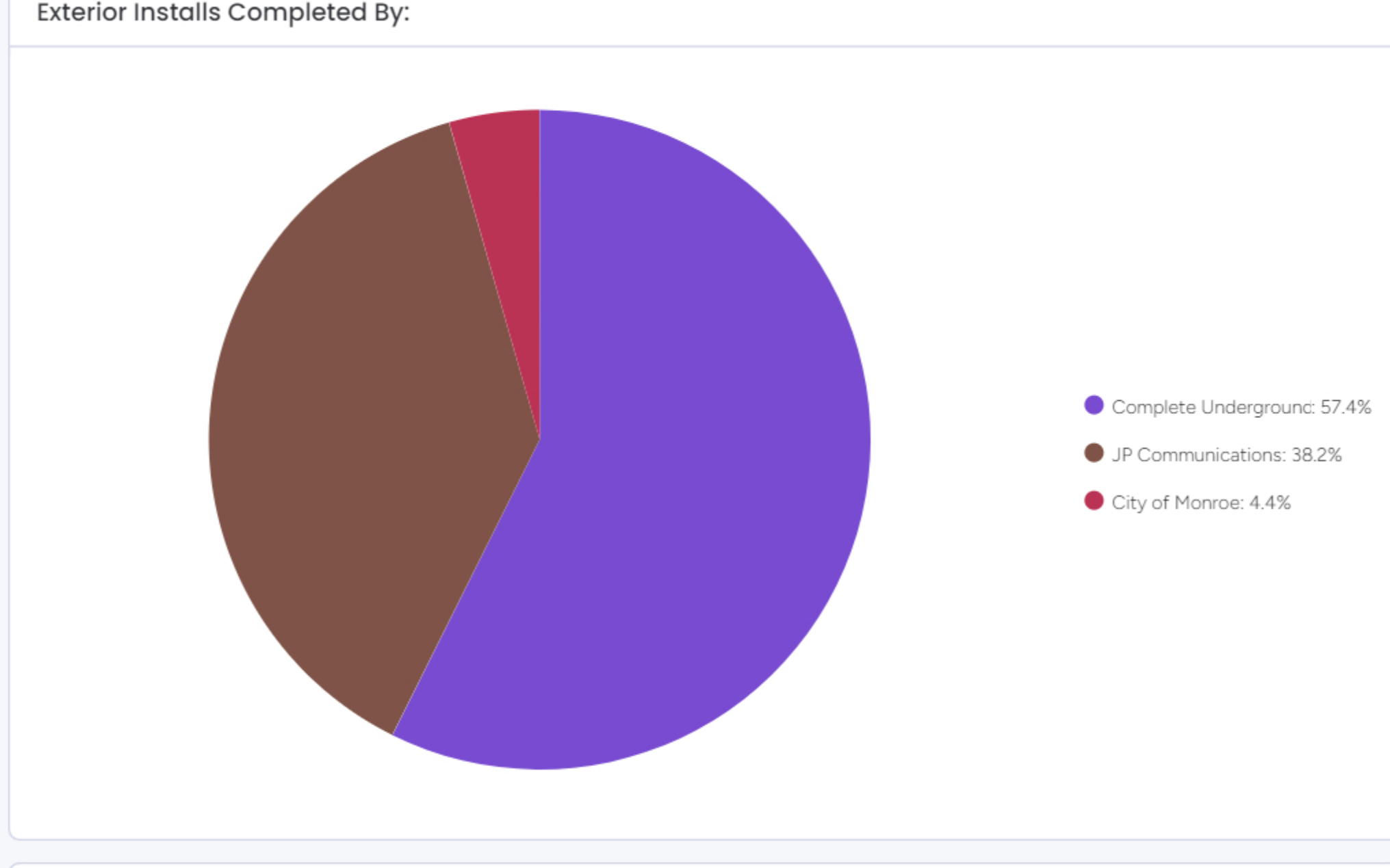
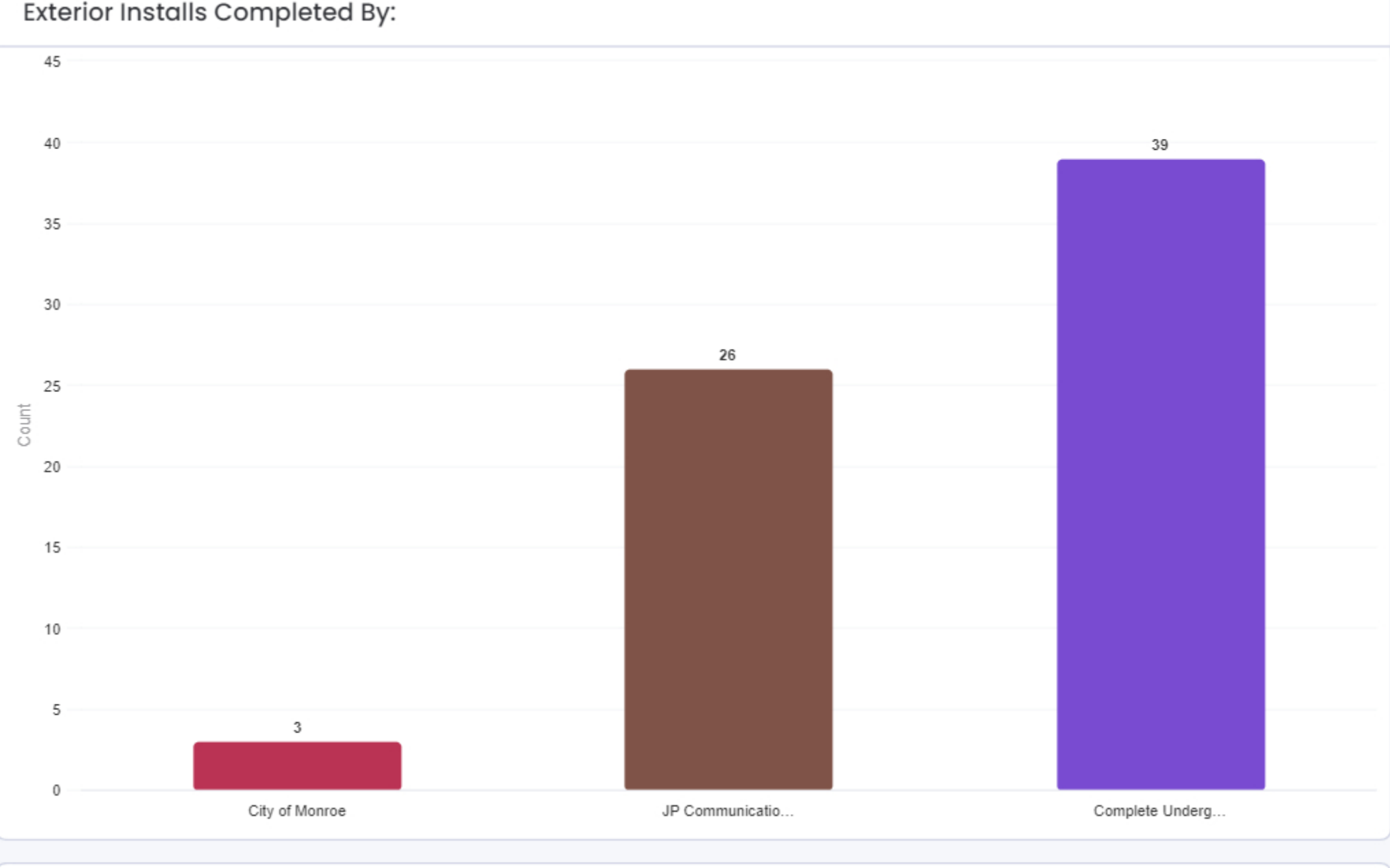
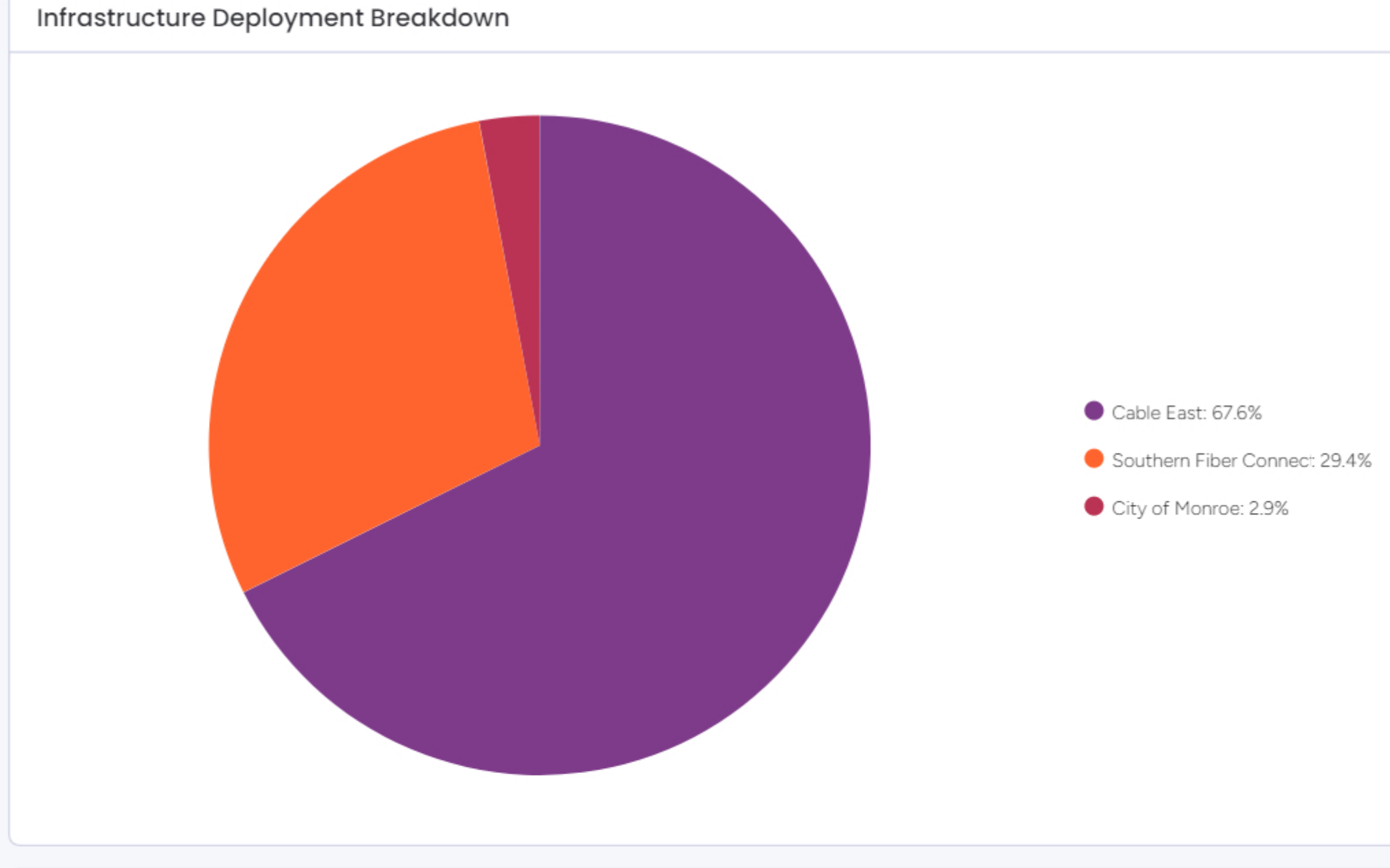
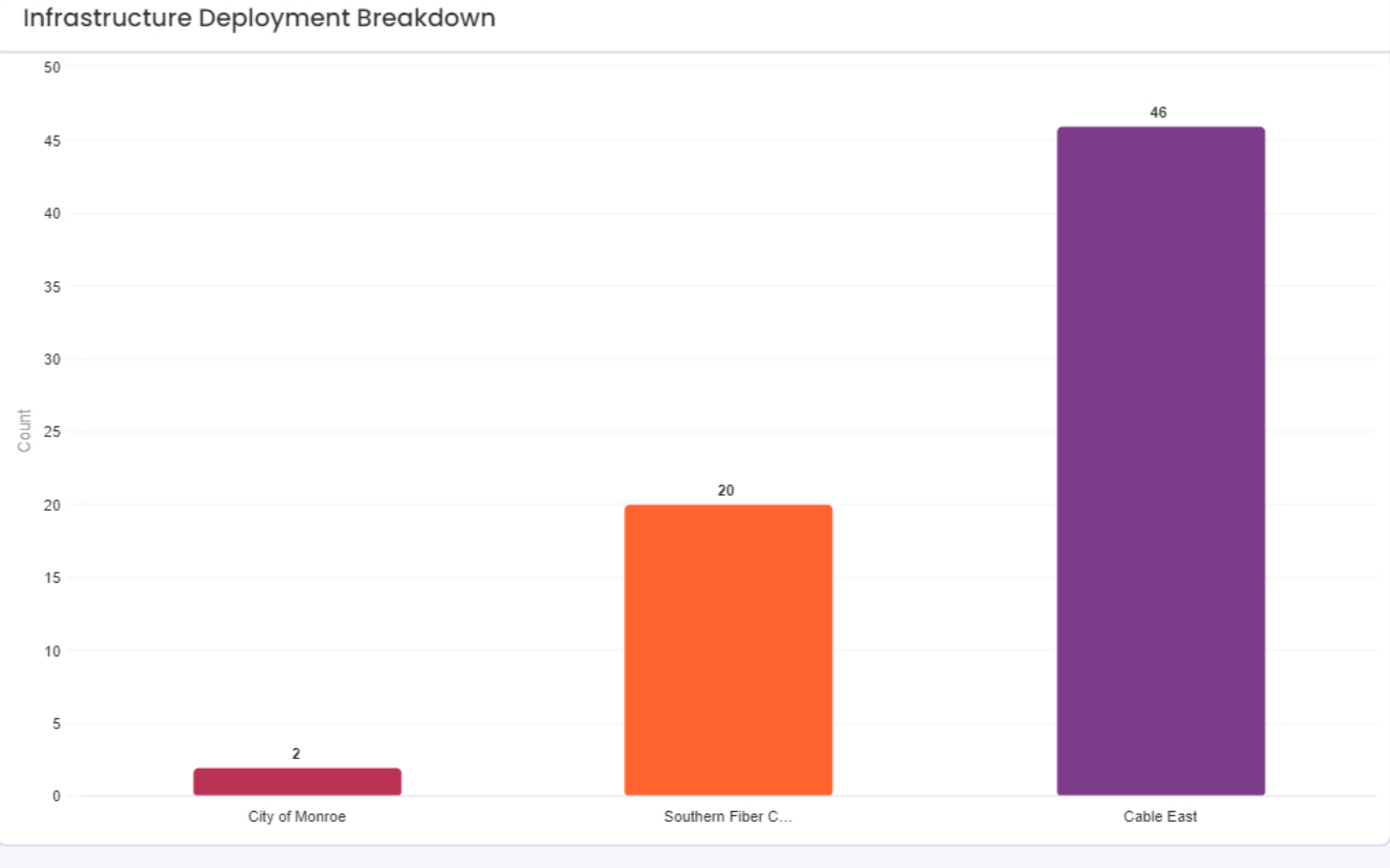
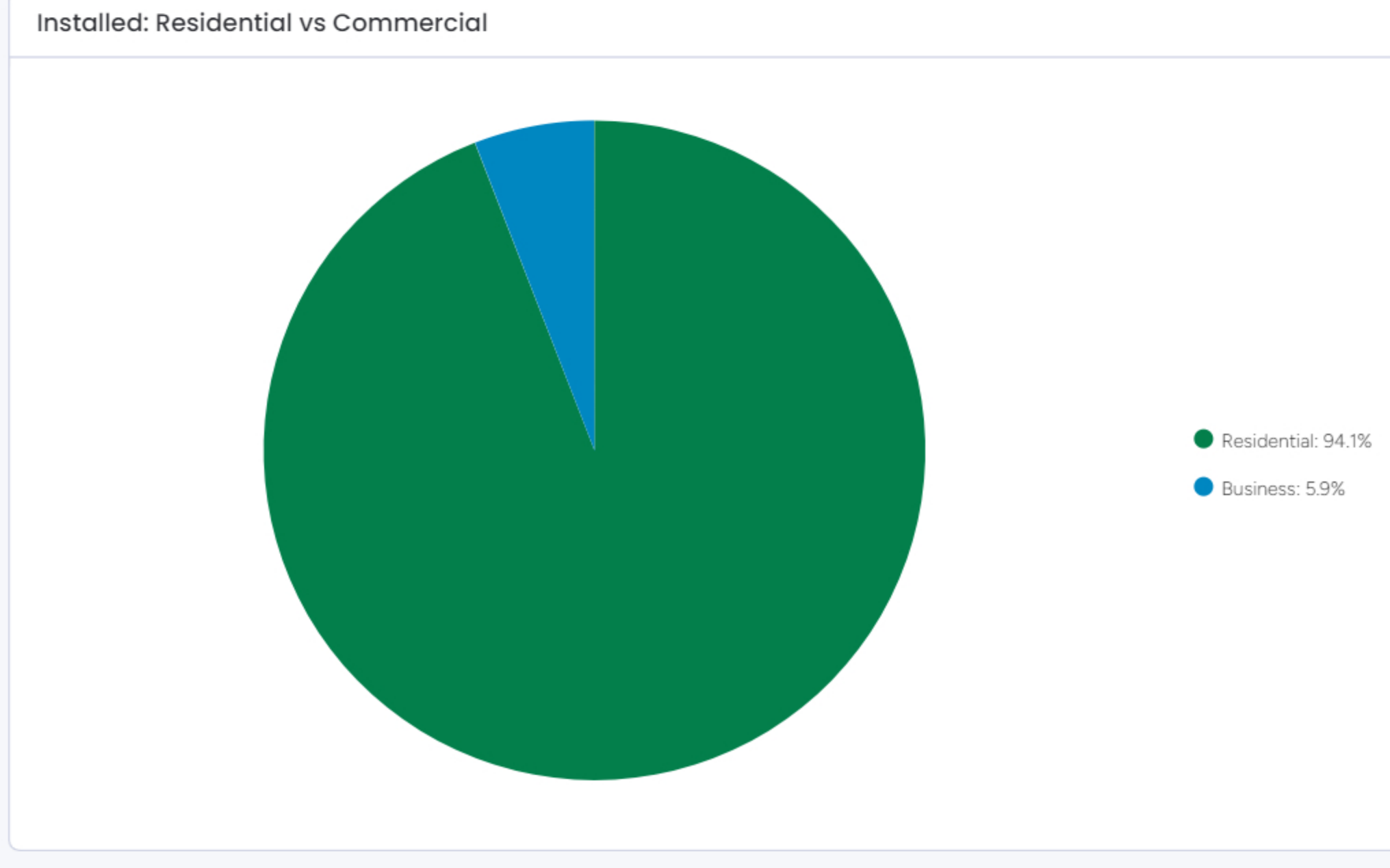
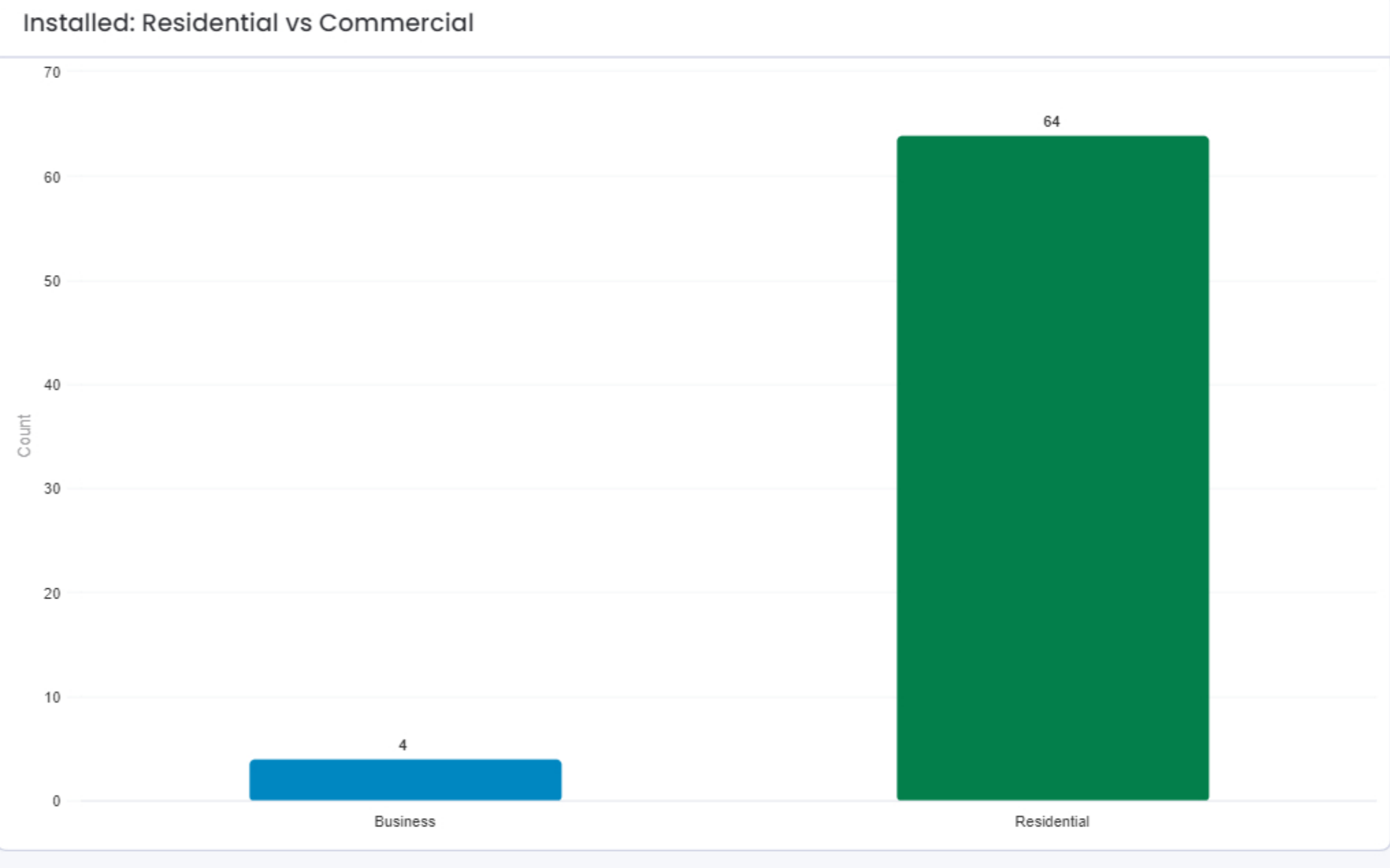
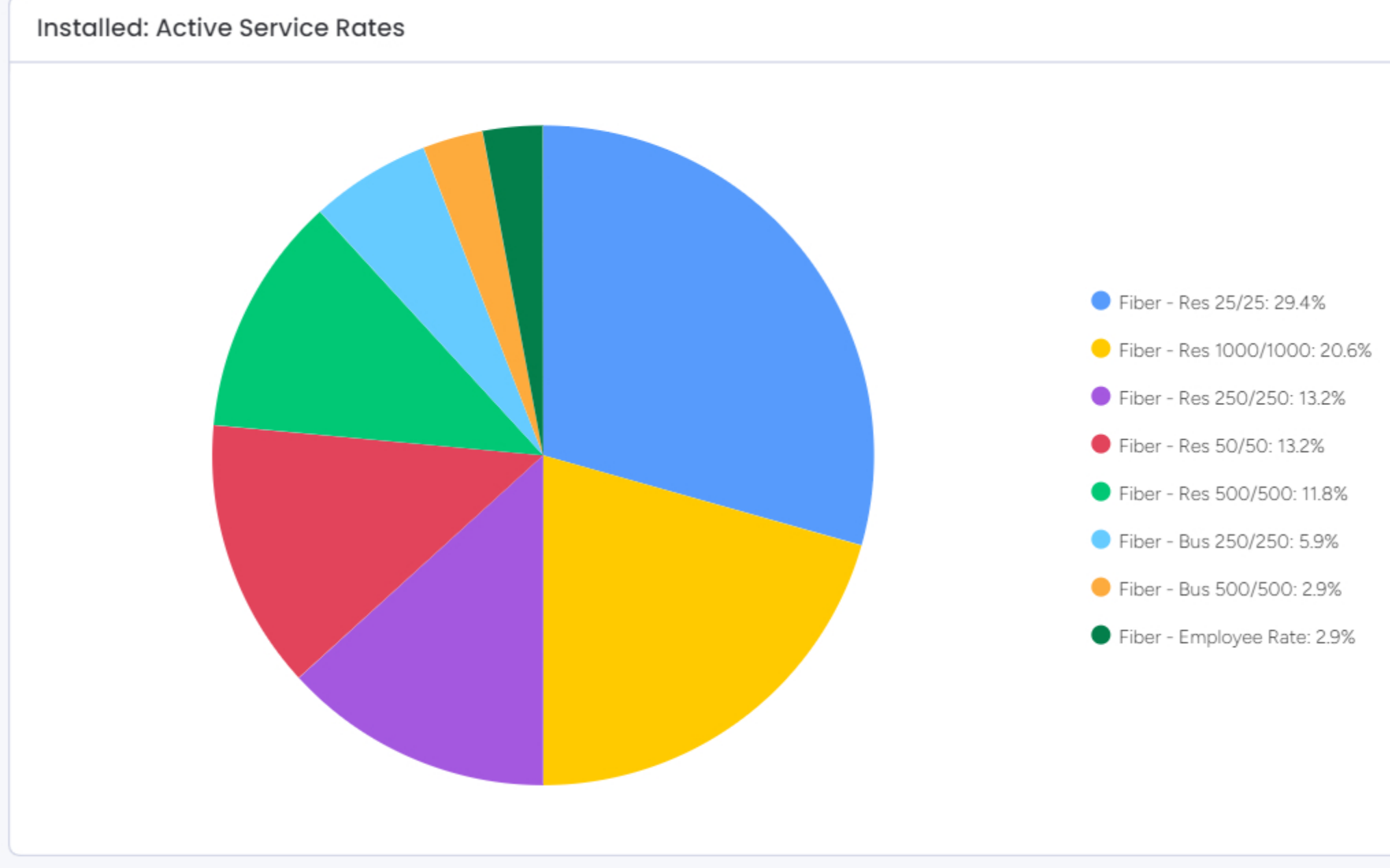
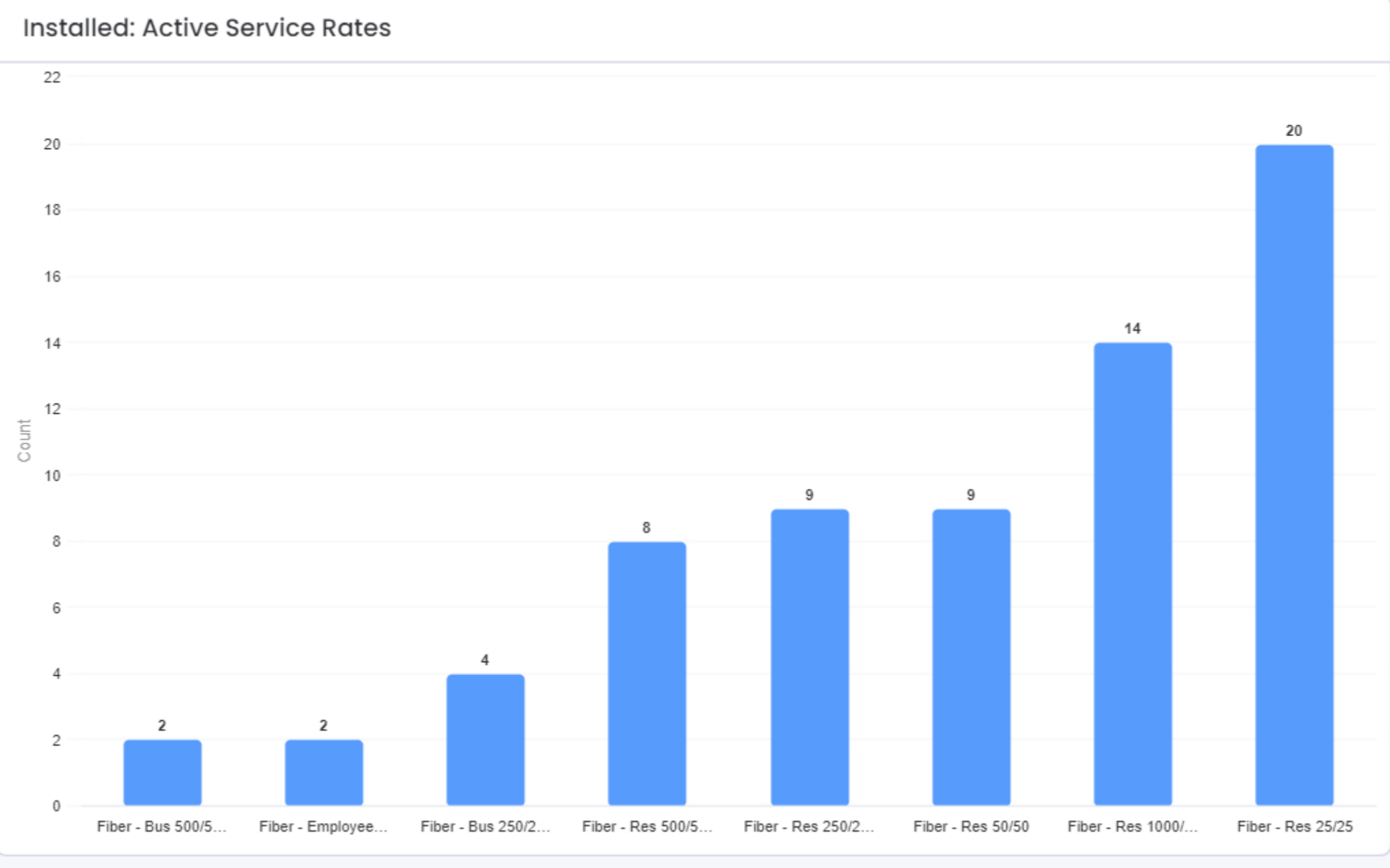
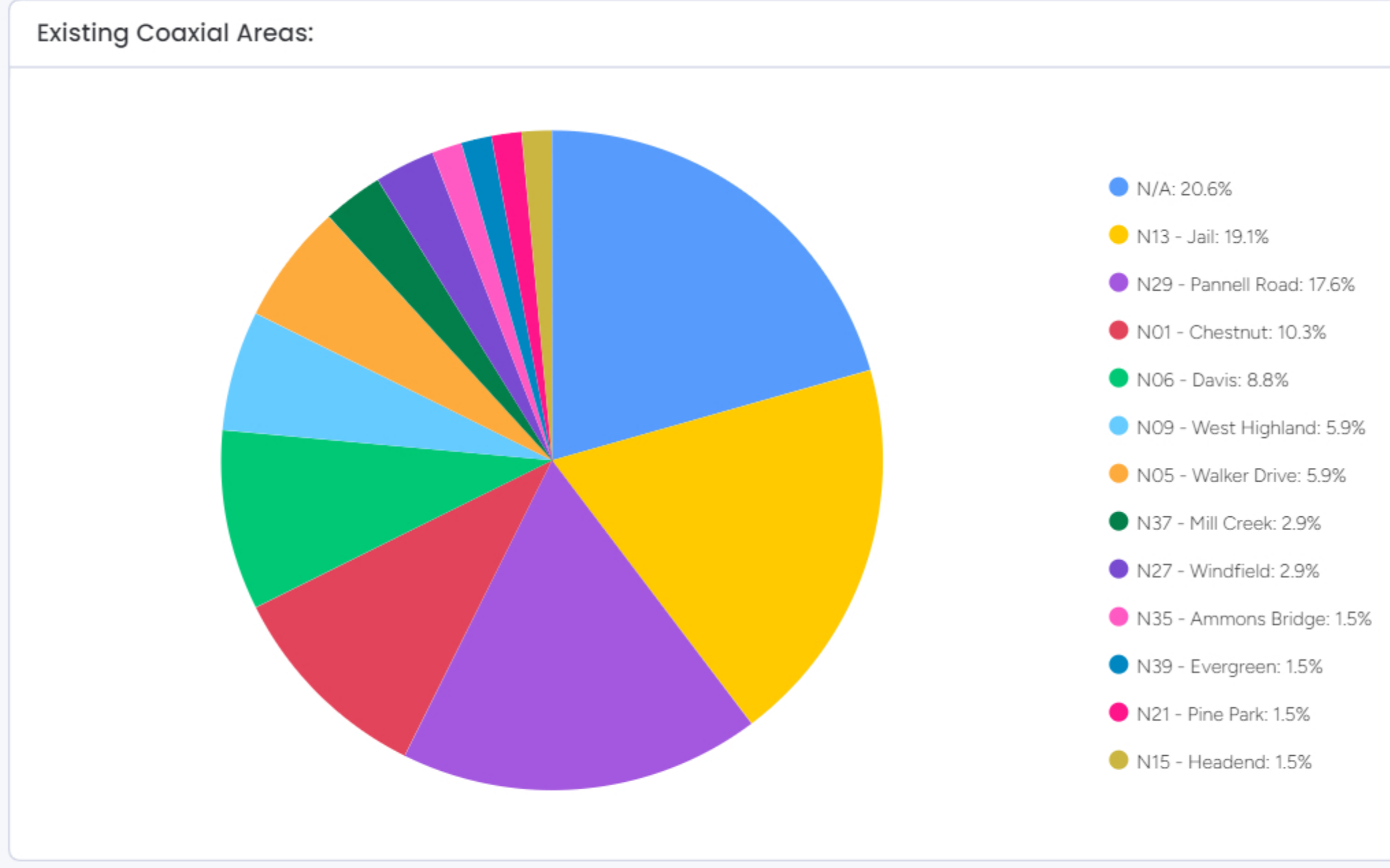
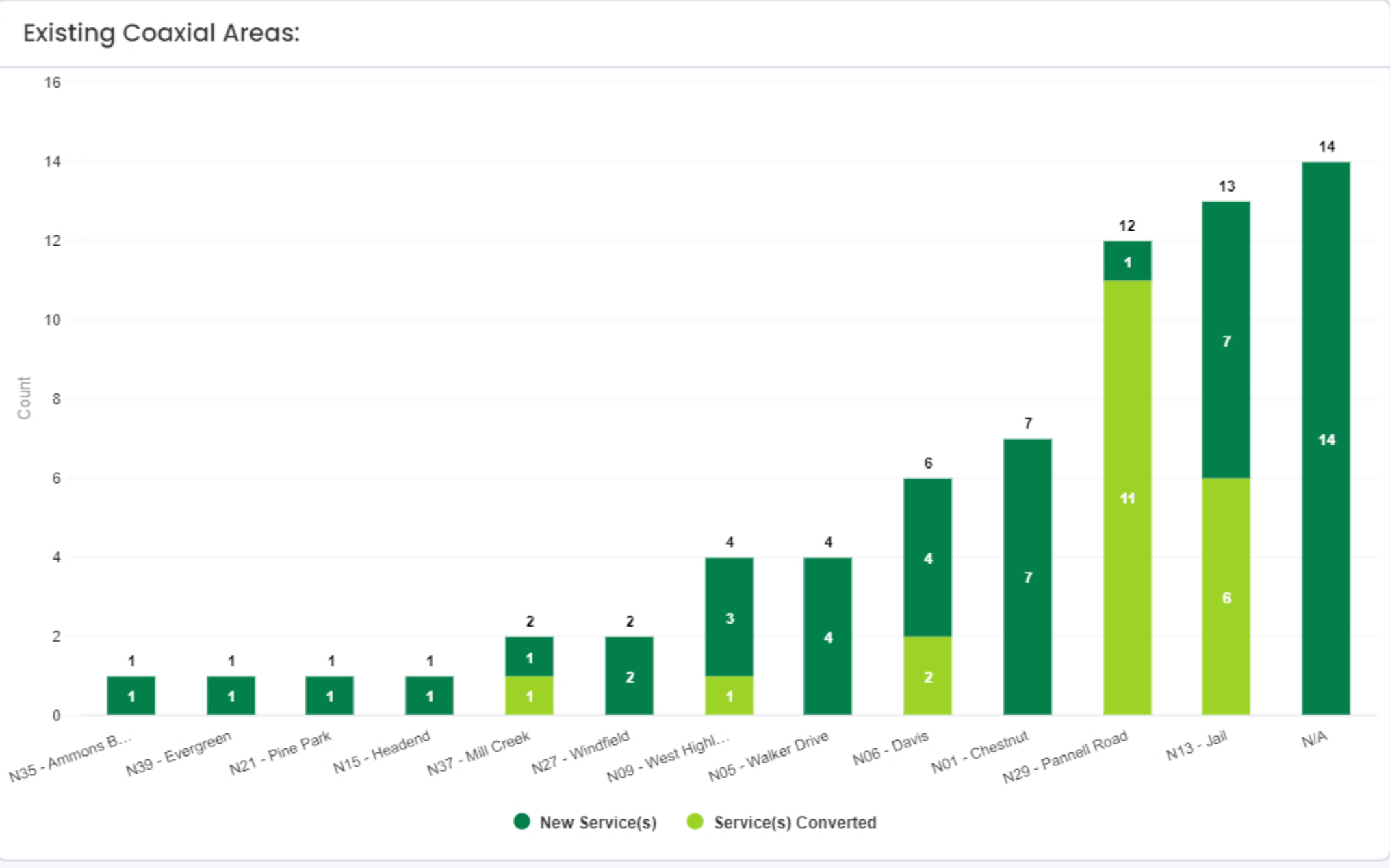
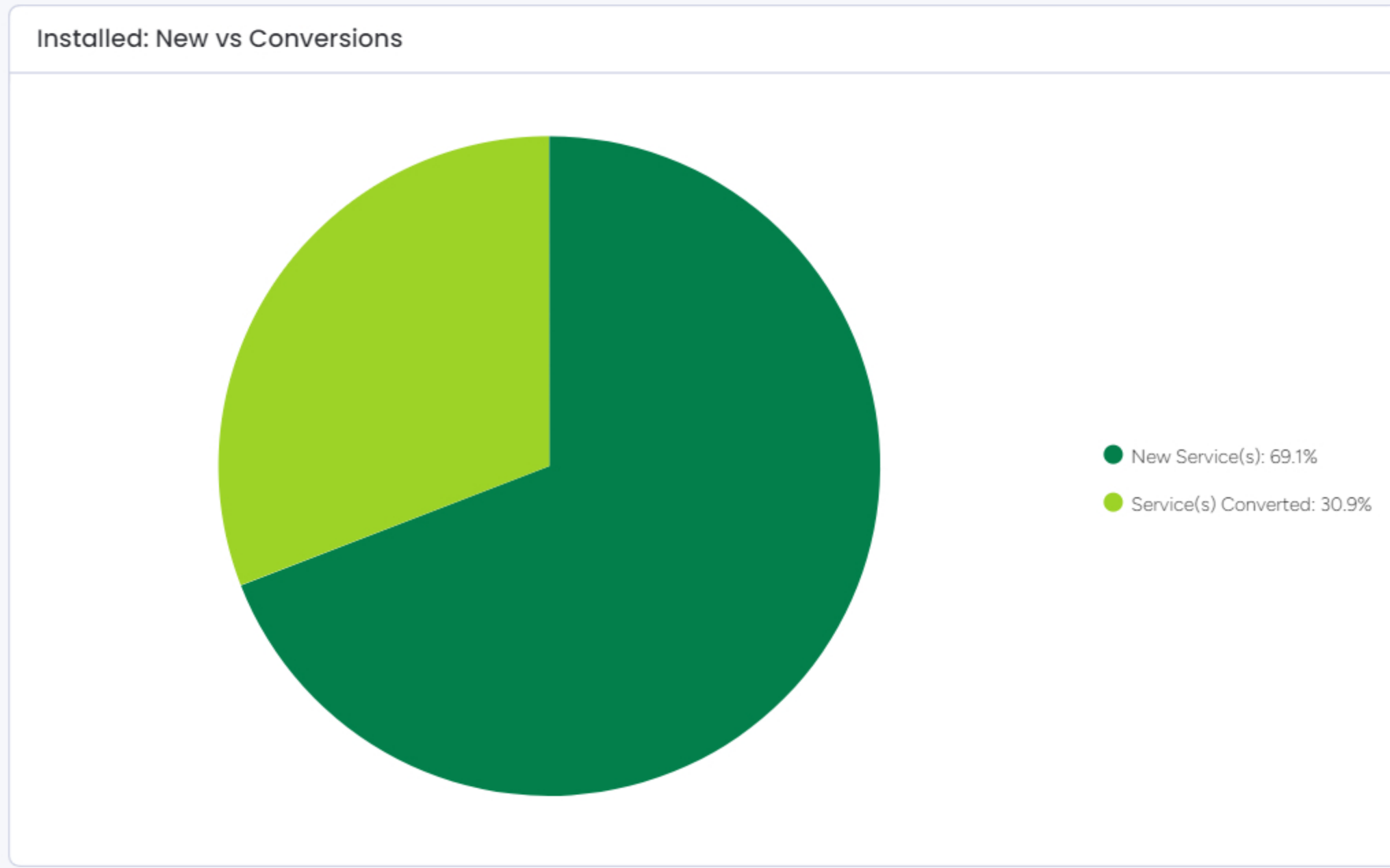
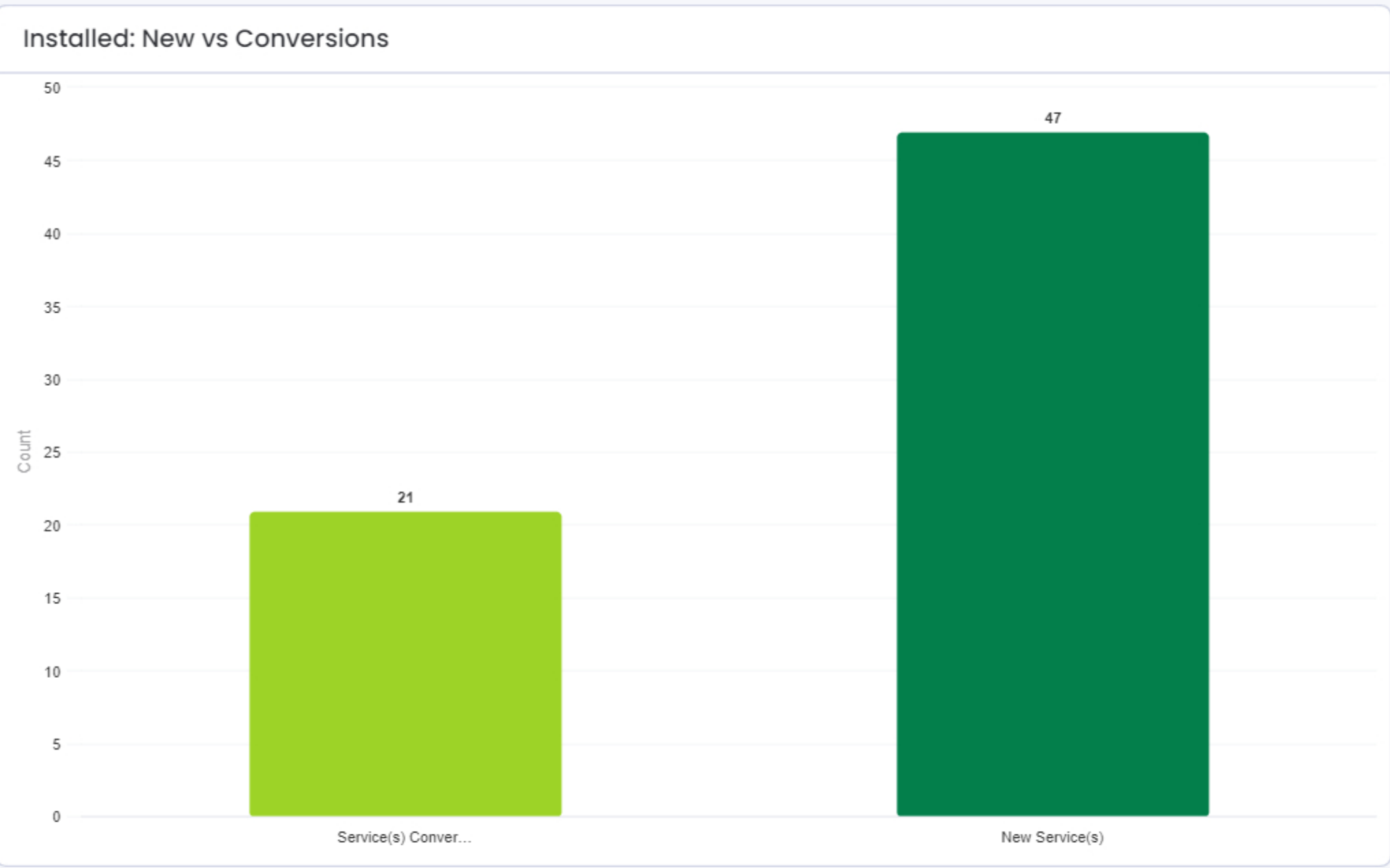
Fiber Trouble Tickets: (Resolutions)



Month of December (2023)

Areas of interest:

- Completed turn up and activation of fiber for the following areas: **Pannell Road** (partial), **Twin Oaks Subdivision**, **Dial Road**, **Brentwood Subdivision**, **Old Monroe Madison Road** (partial).
- Upcoming area(s) in progress are: **Bold Springs** (partial), **Roscoe Davis Road** (parital), **River Station Subdivison**, **2nd Street**, **3rd Street**, **4th Street**, **5th Street**, **6th Street**, and **Barrett Street**.
- Our latest Adtran 5000 series Chasis has been full configured and will go out for deployment this month, with the goal to start servicing customers on the north end of Monroe.
- As of 12/06/2023, the total number of new installed fiber customers / conversions is: **2045. (+63)**, which now puts us over 2,000 new fiber installs / conversions.
- As of 12/06/2023, the total number of active / installed cable modem customers is: **2,861. (-37)**
- As of 12/06/2023, the total number of active / installed Calix managed Wifi customers is: **486 (+36)**
- Congratulations to Scott Emerick who recently completed and passed his **Adtran Technical Solutions Professional (ATSP)** certification!
- BETA testing for our Streaming TV product has started this month. We will continue to test and resolve any pending issues, with the full intention to begin signing up customers at the start of 2024 for service.
- We are currently in discussions with our backhaul providers about expanding our core network bandwidth. We are hoping to add an additional 20 Gbps of bandwidth to our core network to make room for expansion and future growth.





WATER, SEWER, GAS & ELECTRIC MONTHLY REPORT

JANUARY
2023

2024 Project List

	Estimated Start Date	Estimated Completion Date	Notes	Progress	Contractor or City
Natural Gas					
Rivers Edge @ Michael Etchinson Rd Phase 1 -105 lots	Jan-24	Mar-24	Install 18,000 of 2" plastic gas main/joint trench fiber with gas	Awaiting EMC	City
2" & 4" steel main replacement @ W Spring St	Nov-24	Jan-24	Replacing approx. 7,000 of steel gas main along W Spring St from Carwood Dr to Mountain View	In Progress	Contractor
4" gas main Install along Hwy 78 - Jim Daws Rd to Piedmont Industrial Park	Jan-24	Mar-24	Gas main extension to deal with pressure drops in the Industrial park	Material Ordered	City
Gas Relocation/GDOT Bypass project	Jan-24	Jun-24	Relocation in various areas of our 2" & 4" gas mains to accommodate new bypass		
Hwy 83 Good Hope to Chandler Road main extension	Jan-24	Dec-24	Install 10,500' of 4" plastic gas main	Planning Stage	City
Sewer Collection					
Brentwood Subdivision Pump Station Replacement/Rehab	Dec-23	Mar-23	Replace pumps & controls / upgrade 2" forcemain to 4"	Planning Stage	City
2022 CDBG	Dec-21	Jul-24	Rehab of 6" sewer mains in Glen Iris, Edwards, Stowers area, out to bid Oct 2023 Construction meeting scheduled for Jan. 10th	Pre-Awarded	
2024 CDBG	Jan-24	Jan-24	Rehab of sewer & water in GW Carver area/Crew surveying residents in area	In Progress	Smith/Hofstadter
Alcovy River/Hwy 138 Sewer Extension	Jan-21	Dec-21	Gravity sewer installed and completed/waiting on pump station contractor to complete station	Completed	Contractor
Sewer Treatment Plant					
Jacks Creek Plant Rehab	Sep-21	Sep-22	Punch list completed, wrapping up final payment/paperwork	Completed	Heavy/Hofstadter
Water Distribution					
Implementation of EPA's new Lead & Copper Rule	Jul-22	Dec-22	Inventory of all water services to determine presence of lead	Data Collection	City/120Water
24" Raw Water Main / 20" Finished Water Main	Jan-21	Jan-22	EPD approval 7/26/21 / GDOT, Georgia Power, Transco permits submitted	Obtaining easements	Wiedeman & Singleton
Water Main replacement Hwy 78 / Jacks Creek Landing	Jan-24	Mar-24	Replacing existing 10" main with a 12" main	In Progress	City
Water Treatment Plant					
Install 24" raw water main & 20" finished water main	Nov-23	Jan-23	Installed before GDOT starts the Hwy 138/CR Blvd. on-ramp slated for Dec 2022	Completed	Contractor
500,000 gal elevated water tank @ Piedmont Industrial Park	Jul-21	Jan-25	Engineering completed, out to bid in early 2024	Design Phase	Carter & Sloope Wiedeman &
1,000,000 gallon clearwell @ WTP location	Jun-21	Oct-23	95% completed, backfill has begun, completion projected late Jan 2024	95% complete	Singleton
Electric					
Pole Change-Outs	Jan-23	Dec-23	Yearly replacements from pole survey	Ongoing	City
Automated Switching	Mar-23	Dec-23	S Madison Ave, N Broad St, Mayfield Dr, W. Spring St, S Broad St, & Alcovy St switching installed.	Ongoing	City
Tree Trimming	Jan-23	Dec-23	Wood Acres, Landers, Church Street area	Monthly	Contractor
3 phase rebuild Towler Street area	Oct-23	Dec-23	Crews continue to work on 3 phase rebuild of Towler Street	In Progress	City
Annual pole inspection	Nov-24	Dec-24	Yearly inspection of electric poles	Completed	Contractor

WATER / WASTEWATER: MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 11/2023 | FY 2023



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CITY OF MONROE: WATER & SEWER FUND OVERVIEW

	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	FY 2023	AS BUDGET	FY 2024
REVENUES	\$ 1.016M	\$ 1.088M	\$ 1.034M	\$ 1.088M	\$ 1.011M	\$ 1.039M	\$ 1.034M	\$ 1.136M	\$ 1.237M	\$ 1.142M	\$ 1.050M		\$ 11.875M	\$ 13.317M	\$ 12.292M
PERSONNEL COSTS	\$ 0.230M	\$ 0.272M	\$ 0.331M	\$ 0.232M	\$ 0.259M	\$ 0.238M	\$ 0.215M	\$ 0.204M	\$ 0.296M	\$ 0.223M	\$ 0.262M		\$ 2.761M	\$ 3.059M	\$ 2.756M
CONTRACTED SVC	\$ 0.039M	\$ 0.099M	\$ 0.093M	\$ 0.066M	\$ 0.113M	\$ 0.101M	\$ 0.058M	\$ 0.068M	\$ 0.047M	\$ 0.078M	\$ 0.069M		\$ 0.832M	\$ 1.492M	\$ 0.714M
SUPPLIES	\$ 0.098M	\$ 0.198M	\$ 0.194M	\$ 0.196M	\$ 0.195M	\$ 0.189M	\$ 0.154M	\$ 0.222M	\$ 0.189M	\$ 0.212M	\$ 0.145M		\$ 1.992M	\$ 2.391M	\$ 1.980M
CAPITAL OUTLAY	\$ 0.115M	\$ 0.503M	\$ 0.116M	\$ 0.442M	\$ 0.244M	\$ 0.218M	\$ 0.210M	\$ 0.226M	\$ 0.235M	\$ 0.252M	\$ 0.238M		\$ 2.800M	\$ 2.707M	\$ 1.717M
FUND TRANSFERS	\$ 0.074M	\$ 0.056M	\$ 0.056M	\$ 0.052M	\$ 0.052M	\$ 0.053M	\$ 0.056M	\$ 0.058M	\$ 0.059M	\$ 0.061M	\$ 0.061M		\$ 0.638M	\$ 1.837M	\$ 0.809M
DEPRECIATION	\$ 0.205M	\$ 0.205M	\$ 0.205M	\$ 0.205M	\$ 0.205M	\$ 0.206M	\$ 0.205M	\$ 0.205M	\$ 0.205M	\$ 0.206M	\$ 0.206M		\$ 2.260M	\$ -	\$ 1.037M
EXPENSES	\$ 0.760M	\$ 1.333M	\$ 0.996M	\$ 1.193M	\$ 1.069M	\$ 1.006M	\$ 0.898M	\$ 0.983M	\$ 1.031M	\$ 1.032M	\$ 0.981M		\$ 11.283M	\$ 11.485M	\$ 9.014M
MARGIN	\$ 0.256M	\$ (0.245M)	\$ 0.038M	\$ (0.105M)	\$ (0.057M)	\$ 0.033M	\$ 0.136M	\$ 0.153M	\$ 0.206M	\$ 0.109M	\$ 0.069M		\$ 0.591M	\$ 1.832M	\$ 3.278M

12-MO
PROCESSED
KGAL



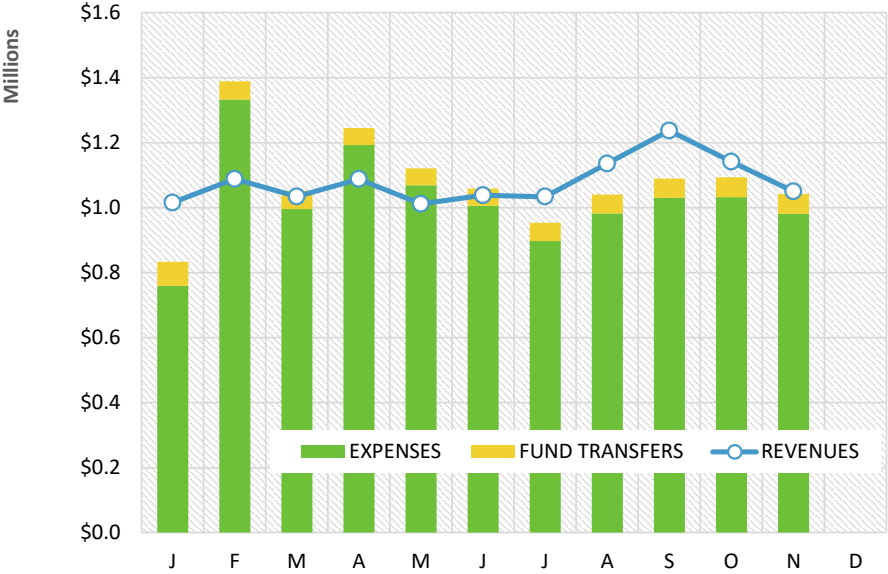
12-MO
RETAIL
KGAL



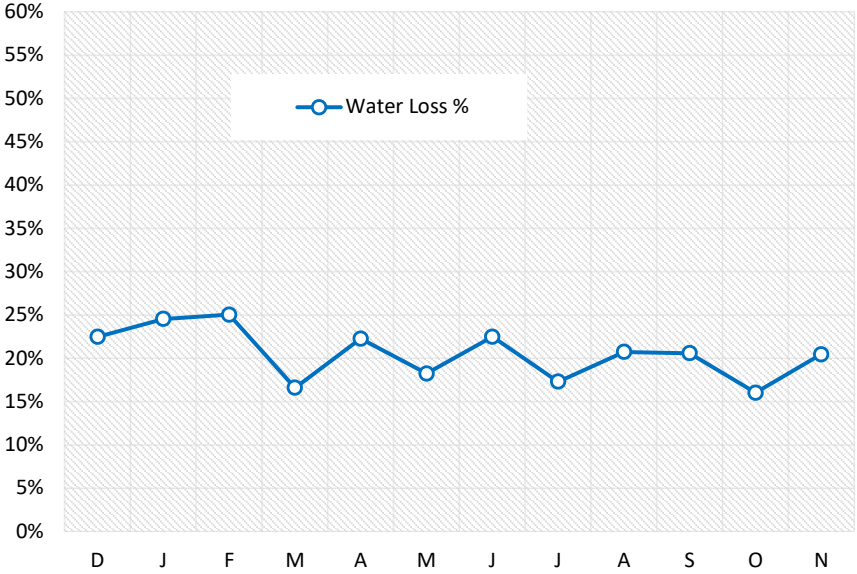
ROLLING
12-MO LINE
LOSS

20.68%

REVENUES vs. EXPENSES



MONTHLY WATER PROCESSED VS SOLD



RETAIL SALES REPORT

Jan 2023 Feb 2023 Mar 2023 Apr 2023 May 2023 Jun 2023 Jul 2023 Aug 2023 Sep 2023 Oct 2023 Nov 2023 Dec 2023

CUSTOMER COUNT - WATER

Residential	9,123	9,127	9,139	9,152	9,189	9,194	9,197	9,228	9,239	9,231	9,243
Commercial	985	993	998	995	996	997	998	997	996	1,001	1,000
Industrial	1	1	1	1	1	1	1	1	1	1	1
Water Authority	1	1	1	1	1	1	1	1	1	1	1
Residential Sprinkler	559	560	555	556	556	559	565	564	567	561	566
Commercial Sprinkler	92	92	92	92	92	93	92	92	92	92	92
Loganville	1	1	1	1	1	1	1	1	1	1	1
Total	10,762	10,775	10,787	10,798	10,836	10,846	10,855	10,884	10,897	10,888	10,904
YOY Δ	-3.50%	-3.62%	-3.54%	-3.56%	-3.68%	-3.97%	-4.33%	-4.27%	-4.34%	-4.47%	-4.40%

KGALLONS - WATER

Residential	36,704	38,478	34,500	33,876	35,897	39,327	42,316	43,041	44,703	44,275	40,696
Commercial	12,520	14,162	12,809	11,917	14,136	15,172	15,654	18,725	18,670	18,605	16,054
Industrial	2,404	2,560	2,486	2,354	2,343	2,886	2,746	1,860	1,990	1,803	1,549
Water Authority	55	16	9	2	11	34	8	9	34	-	1
Loganville	42,010	34,795	33,077	36,811	33,256	31,644	32,555	33,836	32,061	32,527	33,094
Total	93,693	90,011	82,881	84,960	85,644	89,063	93,279	97,471	97,458	97,211	91,394
YOY Δ	20.67%	4.19%	0.43%	2.49%	-3.45%	-12.43%	-19.30%	-15.04%	-10.68%	-9.91%	-7.28%

REVENUE - WATER

Residential	\$ 0.320M	\$ 0.334M	\$ 0.304M	\$ 0.299M	\$ 0.313M	\$ 0.341M	\$ 0.366M	\$ 0.370M	\$ 0.384M	\$ 0.383M	\$ 0.353M
Commercial	\$ 0.104M	\$ 0.105M	\$ 0.096M	\$ 0.091M	\$ 0.104M	\$ 0.111M	\$ 0.115M	\$ 0.133M	\$ 0.132M	\$ 0.132M	\$ 0.118M
Industrial	\$ 0.010M	\$ 0.011M	\$ 0.010M	\$ 0.010M	\$ 0.010M	\$ 0.012M	\$ 0.011M	\$ 0.008M	\$ 0.008M	\$ 0.007M	\$ 0.006M
Water Authority	\$ 0.000M	\$ 0.000M	\$ 0.000M	\$ 0.000M	\$ 0.000M	\$ 0.000M	\$ 0.000M	\$ 0.000M	\$ 0.000M	\$ 0.000M	\$ 0.000M
Loganville	\$ 0.152M	\$ 0.128M	\$ 0.122M	\$ 0.135M	\$ 0.123M	\$ 0.117M	\$ 0.120M	\$ 0.125M	\$ 0.119M	\$ 0.120M	\$ 0.122M
Total	\$ 0.587M	\$ 0.577M	\$ 0.532M	\$ 0.534M	\$ 0.549M	\$ 0.581M	\$ 0.612M	\$ 0.636M	\$ 0.643M	\$ 0.643M	\$ 0.599M
YOY Δ	15.07%	8.37%	1.05%	1.06%	-0.68%	-8.50%	-14.99%	-10.98%	-4.37%	-2.60%	-3.33%

RETAIL SALES REPORT

Jan 2023 Feb 2023 Mar 2023 Apr 2023 May 2023 Jun 2023 Jul 2023 Aug 2023 Sep 2023 Oct 2023 Nov 2023 Dec 2023

CUSTOMER COUNT - SEWER

Residential	6,959	6,968	6,968	6,978	7,012	7,008	7,002	7,015	7,021	7,014	7,027
Commercial	821	832	834	830	831	831	828	827	825	831	831
Water Authority	1	1	1	1	1	1	1	1	1	1	1
Total	7,781	7,801	7,803	7,809	7,844	7,840	7,831	7,843	7,847	7,846	7,859
YOY Δ	-2.58%	1.55%	1.35%	1.49%	1.76%	1.48%	1.35%	1.03%	0.86%	1.03%	0.81%

KGALLONS - SEWER

Residential	36,704	38,478	34,500	33,876	35,897	39,327	42,316	43,041	44,703	44,275	40,696
Commercial	12,520	14,162	12,809	11,917	14,136	15,172	15,654	18,725	18,670	18,605	16,054
Water Authority	55	16	9	2	11	34	8	9	34	-	1
Total	49,279	52,656	47,318	45,795	50,044	54,533	57,978	61,775	63,407	62,880	56,751
YOY Δ	7.11%	16.22%	1.80%	-2.36%	2.83%	-8.71%	-16.36%	-10.47%	1.00%	4.44%	-0.08%

REVENUE - SEWER

Residential	\$ 0.224M	\$ 0.228M	\$ 0.216M	\$ 0.216M	\$ 0.218M	\$ 0.223M	\$ 0.229M	\$ 0.227M	\$ 0.233M	\$ 0.233M	\$ 0.227M
Commercial	\$ 0.142M	\$ 0.154M	\$ 0.141M	\$ 0.134M	\$ 0.144M	\$ 0.150M	\$ 0.141M	\$ 0.142M	\$ 0.157M	\$ 0.151M	\$ 0.145M
Water Authority	\$ 0.002M	\$ 0.002M	\$ 0.001M	\$ 0.002M	\$ 0.002M	\$ 0.002M	\$ 0.001M	\$ 0.002M	\$ 0.002M	\$ 0.002M	\$ 0.002M
Total	\$ 0.368M	\$ 0.383M	\$ 0.359M	\$ 0.351M	\$ 0.363M	\$ 0.375M	\$ 0.372M	\$ 0.371M	\$ 0.392M	\$ 0.386M	\$ 0.373M
YOY Δ	6.99%	12.15%	2.49%	-1.59%	0.39%	-0.71%	-2.98%	-3.75%	4.42%	-0.16%	-0.64%

SALES STATISTICS

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[Jan 2023](#)
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[Jul 2023](#)
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[Sep 2023](#)
[Oct 2023](#)
[Nov 2023](#)
[Dec 2023](#)

YTD

AVERAGE KGALLONS/CUSTOMER (WATER)

Residential	4	4	4	4	4	4	5	5	5	5	4	4
Commercial	13	14	13	12	14	15	16	19	19	19	16	15
Industrial	2,404	2,560	2,486	2,354	2,343	2,886	2,746	1,860	1,990	1,803	1,549	2,271
Water Authority	55	16	9	2	11	34	8	9	34	-	1	16
Loganville	42,010	34,795	33,077	36,811	33,256	31,644	32,555	33,836	32,061	32,527	33,094	34,152

AVERAGE \$/CUSTOMER (WATER)

Residential	\$35	\$37	\$33	\$33	\$34	\$37	\$40	\$40	\$42	\$41	\$38	\$37
Commercial	\$106	\$106	\$96	\$91	\$104	\$111	\$115	\$133	\$132	\$132	\$118	\$113
Industrial	\$9,881	\$10,511	\$10,212	\$9,679	\$9,634	\$11,828	\$11,263	\$7,683	\$8,208	\$7,453	\$6,427	\$9,344
Water Authority	\$391	\$233	\$205	\$177	\$213	\$306	\$201	\$205	\$306	\$169	\$173	\$234
Loganville	\$152,072	\$127,761	\$121,971	\$134,554	\$122,574	\$117,141	\$120,210	\$124,527	\$118,546	\$120,116	\$122,025	\$125,591

AVERAGE \$/KGALLON (WATER)

Residential	\$8.73	\$8.68	\$8.81	\$8.82	\$8.72	\$8.67	\$8.64	\$8.61	\$8.59	\$8.65	\$8.67	\$8.69
Commercial	\$8.31	\$7.40	\$7.49	\$7.63	\$7.33	\$7.31	\$7.32	\$7.10	\$7.06	\$7.11	\$7.33	\$7.40
Industrial	\$4.11	\$4.11	\$4.11	\$4.11	\$4.11	\$4.10	\$4.10	\$4.13	\$4.12	\$4.13	\$4.15	\$4.12
Water Authority	\$7.11	\$14.59	\$22.79	\$88.42	\$19.38	\$9.00	\$25.13	\$22.79	\$9.00	-	\$172.79	\$39.10
Loganville	\$3.62	\$3.67	\$3.69	\$3.66	\$3.69	\$3.70	\$3.69	\$3.68	\$3.70	\$3.69	\$3.69	
Average	\$7.0643	\$8.6940	\$10.8010	\$27.2448	\$9.8839	\$7.2683	\$11.2992	\$10.6576	\$7.1950	\$6.6286	\$48.2347	\$14.09

AVERAGE KGALLONS/CUSTOMER (SEWER)

Residential	5	6	5	5	5	6	6	6	6	6	6	6
Commercial	15	17	15	14	17	18	19	23	23	22	19	18
Water Authority	55	16	9	2	11	34	8	9	34	-	1	16

AVERAGE \$/CUSTOMER (SEWER)

Residential	\$32	\$33	\$31	\$31	\$31	\$32	\$33	\$32	\$33	\$33	\$32	\$32
Commercial	\$173	\$185	\$169	\$161	\$173	\$181	\$170	\$172	\$190	\$182	\$174	\$176
Water Authority	\$2,281	\$1,599	\$1,407	\$1,546	\$1,578	\$1,850	\$1,476	\$1,636	\$1,807	\$1,578	\$1,754	\$1,683

AVERAGE \$/KGALLON (SEWER)

Residential	\$6.10	\$5.92	\$6.27	\$6.36	\$6.06	\$5.67	\$5.42	\$5.28	\$5.22	\$5.26	\$5.57	\$5.74
Commercial	\$11.36	\$10.89	\$11.00	\$11.24	\$10.16	\$9.89	\$9.00	\$7.60	\$8.40	\$8.13	\$9.01	\$9.70
Water Authority	\$41.48	\$99.94	\$156.35	\$772.85	\$143.43	\$54.40	\$184.55	\$181.81	\$53.14	\$0.00	\$1,753.57	\$344.15
Average	\$19.65	\$38.91	\$57.87	\$263.48	\$53.22	\$23.32	\$66.32	\$64.90	\$22.25	\$6.70	\$589.38	\$109.6367

MOST RECENT

12-MONTH

Nov 2023

Nov 2022

FY2023 YTD

FY2022 YTD

SALES REVENUES

WATER SALES	\$	597,124	\$	613,788	\$	6,437,836	\$	6,625,884	\$	7,077,671
STORMWATER PLAN REVIEW FEES	\$	650	\$	-	\$	2,950	\$	-	\$	2,950
SEWER SALES	\$	364,254	\$	368,655	\$	4,019,486	\$	3,949,340	\$	4,394,488
SALES REVENUES (ACTUAL)	\$	962,028	\$	982,442	\$	10,460,272	\$	10,575,224	\$	11,475,109
AS BUDGET	\$	991,667	\$	916,667	\$	10,908,333	\$	10,083,333	Not Applicable	
% ACTUAL TO BUDGET		97.01%		107.18%		95.89%		104.88%	Not Applicable	

OTHER REVENUES

WATER

GEFA PRINCIPAL FORGIVENESS	\$	-	\$	17,606	\$	-	\$	17,606	\$	1,801
OP REVENUE	\$	328	\$	244	\$	3,576	\$	2,796	\$	312
MISC REVENUE	\$	5,764	\$	5,951	\$	59,564	\$	69,323	\$	8,118
SALE OF FIXED ASSETS	\$	-	\$	-	\$	-	\$	-	\$	1,526
TAP FEES	\$	20,200	\$	38,725	\$	334,227	\$	546,282	\$	12,075
REIMB DAMAGE PROP	\$	-	\$	-	\$	-	\$	-	\$	-
OTHER REV	\$	-	\$	-	\$	-	\$	-	\$	-
CONTRIBUTED CAP - OTHER UTILIT	\$	18,500	\$	-	\$	38,191	\$	-	\$	-
ADMIN ALLOC WATER	\$	7,956	\$	23,100	\$	246,865	\$	156,583	\$	23,963
INT/INVEST INCOME	\$	-	\$	-	\$	-	\$	-	\$	-
STATE GRANTS	\$	-	\$	-	\$	-	\$	-	\$	-
FEDERAL GRANT	\$	-	\$	-	\$	-	\$	-	\$	-
OTHER REVENUES (WATER)	\$	52,748	\$	85,626	\$	682,423	\$	792,590	\$	47,796

SEWER

OP REVENUE	\$	21,725	\$	14,025	\$	244,445	\$	197,860	\$	(4,838)
FEDERAL GRANT	\$	-	\$	-	\$	-	\$	-	\$	-
MISC REVENUE	\$	-	\$	-	\$	-	\$	116	\$	-
TAP FEES	\$	6,000	\$	58,068	\$	209,111	\$	587,218	\$	3,589
SALE OF ASSETS - SEWAGE	\$	-	\$	-	\$	31,500	\$	-	\$	-
CUST ACCT FEES	\$	-	\$	-	\$	-	\$	-	\$	-
OTHER REV	\$	-	\$	-	\$	-	\$	-	\$	-
FEDERAL GRANT CDBG 2018	\$	-	\$	-	\$	-	\$	-	\$	-
ADMIN ALLOC SEWAGE	\$	7,956	\$	23,100	\$	246,865	\$	156,583	\$	23,963
OTHER - UTILITY	\$	-	\$	-	\$	-	\$	86	\$	-
INT/INVEST INCOME	\$	-	\$	-	\$	-	\$	-	\$	-
STATE GRANTS	\$	-	\$	-	\$	-	\$	-	\$	-
OPERATING TRANSFERS IN	\$	-	\$	-	\$	-	\$	218,368	\$	-
OPERATING TRANSFERS IN	\$	-	\$	-	\$	-	\$	54,497	\$	-
OTHER REVENUES (SEWER)	\$	35,681	\$	95,193	\$	731,921	\$	1,214,728	\$	22,715

OTHER REVENUES (TOTAL)	\$	88,429	\$	180,819	\$	1,414,344	\$	2,007,319	\$	70,510
AS BUDGET	\$	118,089	\$	162,847	\$	1,298,978	\$	1,791,319	Not Applicable	
% ACTUAL TO BUDGET		74.88%		111.04%		108.88%		112.06%	Not Applicable	

TOTAL REVENUES (ACTUAL)	\$	1,050,457	\$	1,163,261	\$	11,874,616	\$	12,582,543	\$	11,545,620
AS BUDGET	\$	1,109,756	\$	1,079,514	\$	12,207,311	\$	11,874,652	Not Applicable	
% ACTUAL TO BUDGET		94.66%		107.76%		97.27%		105.96%	Not Applicable	

	Nov 2023	Nov 2022	FY2023 YTD	FY2022 YTD	12-MONTH
PERSONNEL	\$ 262,170	\$ 269,828	\$ 2,761,095	\$ 2,757,016	\$ 2,876,528
CONTRACTED SERVICES	\$ 69,296	\$ 99,465	\$ 832,471	\$ 713,581	\$ 946,447
SUPPLIES	\$ 145,174	\$ 154,385	\$ 1,992,313	\$ 1,984,150	\$ 2,284,154
CAPITAL OUTLAY	\$ 237,925	\$ 253,038	\$ 2,799,964	\$ 2,619,994	\$ 2,978,404
FUND TRANSFERS	\$ 60,668	\$ 81,895	\$ 637,628	\$ 809,158	\$ 739,178
DEPRECIATION	\$ 206,236	\$ 176,357	\$ 2,259,835	\$ 1,844,298	\$ 2,259,835
TOTAL	\$ 981,469	\$ 1,034,969	\$ 11,283,305	\$ 10,728,198	\$ 12,084,547

WATER**WATER TREATMENT PLANT
PERSONNEL**

Compensation	\$ 46,766	\$ 46,232	\$ 580,575	\$ 521,946	\$ 617,383
PERSONNEL (ACTUAL)	\$ 71,695	\$ 75,068	\$ 806,946	\$ 768,238	\$ 855,150
AS BUDGET	\$ 69,264	\$ 64,455	\$ 761,899	\$ 709,004	Not Applicable
% ACTUAL TO BUDGET	103.51%	116.47%	105.91%	108.35%	Not Applicable

CONTRACTED SERVICES

CONTRACTED SERVICES (ACTUAL)	\$ 16,862	\$ 47,175	\$ 271,745	\$ 228,782	\$ 323,529
AS BUDGET	\$ 27,788	\$ 26,263	\$ 305,663	\$ 288,888	Not Applicable
% ACTUAL TO BUDGET	60.68%	179.63%	88.90%	79.19%	Not Applicable

SUPPLIES

SUPPLIES (ACTUAL)	\$ 68,642	\$ 56,177	\$ 897,318	\$ 872,886	\$ 1,030,827
AS BUDGET	\$ 79,108	\$ 63,192	\$ 870,192	\$ 695,108	Not Applicable
% ACTUAL TO BUDGET	86.77%	88.90%	103.12%	125.58%	Not Applicable

CAPITAL OUTLAY

Amortization	\$ (12,754)	\$ (12,754)	\$ (126,911)	\$ (126,911)	\$ (139,665)
Admin Allocation - Water Treatment	\$ 73,361	\$ 79,634	\$ 881,642	\$ 809,758	\$ 909,936
Interest Expense	\$ 107,171	\$ 108,461	\$ 1,182,305	\$ 1,196,423	\$ 1,319,481
Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY (ACTUAL)	\$ 167,778	\$ 175,341	\$ 1,937,037	\$ 1,879,270	\$ 2,089,752
AS BUDGET	\$ 88,075	\$ 88,847	\$ 968,828	\$ 977,318	Not Applicable
% ACTUAL TO BUDGET	190.49%	197.35%	199.94%	192.29%	Not Applicable

DEPRECIATION

DEPRECIATION (ACTUAL)	\$ 111,983	\$ 91,640	\$ 1,229,417	\$ 1,003,819	\$ 1,229,417
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FUND TRANSFERS

FUND TRANSFERS (ACTUAL)	\$ 37,762	\$ 51,340	\$ 388,673	\$ 496,938	\$ 454,889
AS BUDGET	\$ 93,605	\$ 92,662	\$ 1,029,659	\$ 1,019,287	Not Applicable
% ACTUAL TO BUDGET	40.34%	55.41%	37.75%	48.75%	Not Applicable

WATER DISTRIBUTION SYSTEM**PERSONNEL**

PERSONNEL (ACTUAL)	\$ 66,692	\$ 75,013	\$ 681,683	\$ 765,790	\$ 710,993
AS BUDGET	\$ 68,493	\$ 67,198	\$ 753,425	\$ 739,174	Not Applicable
% ACTUAL TO BUDGET	97.37%	111.63%	90.48%	103.60%	Not Applicable

CONTRACTED SERVICES

CONTRACTED SERVICES (ACTUAL)	\$ 4,285	\$ 5,094	\$ 52,931	\$ 70,811	\$ 63,984
AS BUDGET	\$ 18,817	\$ 15,963	\$ 206,983	\$ 175,588	Not Applicable
% ACTUAL TO BUDGET	22.77%	31.91%	25.57%	40.33%	Not Applicable

SUPPLIES

SUPPLIES (ACTUAL)	\$ 13,259	\$ 15,488	\$ 261,694	\$ 270,638	\$ 315,067
AS BUDGET	\$ 34,521	\$ 32,229	\$ 379,729	\$ 354,521	Not Applicable
% ACTUAL TO BUDGET	38.41%	48.06%	68.92%	76.34%	Not Applicable

CAPITAL OUTLAY

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

TOTAL WATER EXPENSES (ACTUAL)	\$ 558,959	\$ 592,337	\$ 6,527,444	\$ 6,357,171	\$ 7,073,608
AS BUDGET	\$ 479,671	\$ 450,808	\$ 5,276,376	\$ 4,958,887	Not Applicable
% ACTUAL TO BUDGET	116.53%	131.39%	123.71%	128.20%	Not Applicable

	Nov 2023	Nov 2022	FY2023 YTD	FY2022 YTD	12-MONTH
WASTEWATER					
STORMWATER					
PERSONNEL					
PERSONNEL (ACTUAL)	\$ 32,756	\$ 22,603	\$ 313,181	\$ 234,963	\$ 316,694
AS BUDGET	\$ 29,531	\$ 23,246	\$ 324,838	\$ 255,704	Not Applicable
% ACTUAL TO BUDGET	110.92%	97.24%	96.41%	91.89%	Not Applicable
CONTRACTED SERVICES					
CONTRACTED SERVICES (ACTUAL)	\$ 6,572	\$ 2,184	\$ 83,272	\$ 17,745	\$ 83,608
AS BUDGET	\$ 3,928	\$ 2,679	\$ 43,206	\$ 29,471	Not Applicable
% ACTUAL TO BUDGET	167.33%	81.53%	192.73%	60.21%	Not Applicable
SUPPLIES					
SUPPLIES (ACTUAL)	\$ 3,972	\$ 4,325	\$ 43,388	\$ 40,987	\$ 47,671
AS BUDGET	\$ 79,108	\$ 63,192	\$ 870,192	\$ 695,108	Not Applicable
% ACTUAL TO BUDGET	5.02%	6.84%	4.99%	5.90%	Not Applicable
CAPITAL OUTLAY					
Amortization	\$ (7,911)	\$ (7,911)	\$ (73,607)	\$ (65,696)	\$ (81,518)
Admin Alloc - Adm Exp	\$ 73,361	\$ 79,634	\$ 881,642	\$ 737,543	\$ 909,936
Interest Expense	\$ 4,697	\$ 5,975	\$ 54,892	\$ 68,877	\$ 60,234
Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL OUTLAY (ACTUAL)	\$ 70,147	\$ 77,698	\$ 862,928	\$ 740,724	\$ 888,652
AS BUDGET	\$ 137,476	\$ 136,994	\$ 1,512,239	\$ 1,506,930	Not Applicable
% ACTUAL TO BUDGET	51.02%	56.72%	57.06%	49.15%	Not Applicable
DEPRECIATION	\$ 6,587	\$ 3,061	\$ 72,453	\$ 33,419	\$ 72,453
DEPRECIATION (ACTUAL)	\$ 6,587	\$ 3,061	\$ 72,453	\$ 33,419	\$ 72,453
SEWAGE					
FUND TRANSFERS					
FUND TRANSFERS (ACTUAL)	\$ 22,906	\$ 30,555	\$ 248,955	\$ 312,220	\$ 284,290
AS BUDGET	\$ 59,438	\$ 67,875	\$ 653,822	\$ 746,624	Not Applicable
% ACTUAL TO BUDGET	38.54%	45.02%	38.08%	41.82%	Not Applicable
DEPRECIATION	\$ 87,666	\$ 81,656	\$ 957,965	\$ 807,060	\$ 957,965
DEPRECIATION (ACTUAL)	\$ 87,666	\$ 81,656	\$ 957,965	\$ 807,060	\$ 957,965
SEWAGE COLLECTION					
PERSONNEL					
PERSONNEL (ACTUAL)	\$ 44,731	\$ 49,944	\$ 470,795	\$ 503,461	\$ 491,200
AS BUDGET	\$ 43,591	\$ 42,920	\$ 479,505	\$ 472,123	Not Applicable
% ACTUAL TO BUDGET	102.61%	116.36%	98.18%	106.64%	Not Applicable
CONTRACTED SERVICES					
CONTRACTED SERVICES (ACTUAL)	\$ 7,481	\$ 6,770	\$ 71,349	\$ 74,644	\$ 87,636
AS BUDGET	\$ 8,298	\$ 8,396	\$ 91,277	\$ 92,354	Not Applicable
% ACTUAL TO BUDGET	90.15%	80.64%	78.17%	80.82%	Not Applicable
SUPPLIES					
SUPPLIES (ACTUAL)	\$ 7,004	\$ 16,893	\$ 104,645	\$ 98,481	\$ 123,692
AS BUDGET	\$ 11,421	\$ 10,804	\$ 125,629	\$ 118,846	Not Applicable
% ACTUAL TO BUDGET	61.33%	156.36%	83.30%	82.86%	Not Applicable
SEWAGE TREATMENT					
PERSONNEL					
PERSONNEL (ACTUAL)	\$ 46,296	\$ 47,199	\$ 488,489	\$ 484,564	\$ 502,491
AS BUDGET	\$ 43,916	\$ 42,740	\$ 483,074	\$ 470,139	Not Applicable
% ACTUAL TO BUDGET	105.42%	110.43%	101.12%	103.07%	Not Applicable
CONTRACTED SERVICES					
CONTRACTED SERVICES (ACTUAL)	\$ 34,096	\$ 38,242	\$ 353,173	\$ 321,600	\$ 387,690
AS BUDGET	\$ 65,504	\$ 61,038	\$ 720,546	\$ 671,413	Not Applicable
% ACTUAL TO BUDGET	52.05%	62.65%	49.01%	47.90%	Not Applicable
SUPPLIES					
SUPPLIES (ACTUAL)	\$ 52,296	\$ 61,502	\$ 685,268	\$ 701,159	\$ 766,897
AS BUDGET	\$ 67,717	\$ 63,104	\$ 744,883	\$ 694,146	Not Applicable
% ACTUAL TO BUDGET	77.23%	97.46%	92.00%	101.01%	Not Applicable
TOTAL EXPENSES (ACTUAL)	\$ 422,510	\$ 442,632	\$ 4,755,861	\$ 4,371,027	\$ 5,010,939
AS BUDGET	\$ 549,928	\$ 522,987	\$ 6,049,211	\$ 5,752,858	Not Applicable
% ACTUAL TO BUDGET	76.83%	84.64%	78.62%	75.98%	Not Applicable

NATURAL GAS MONTHLY DIRECTOR'S REPORT

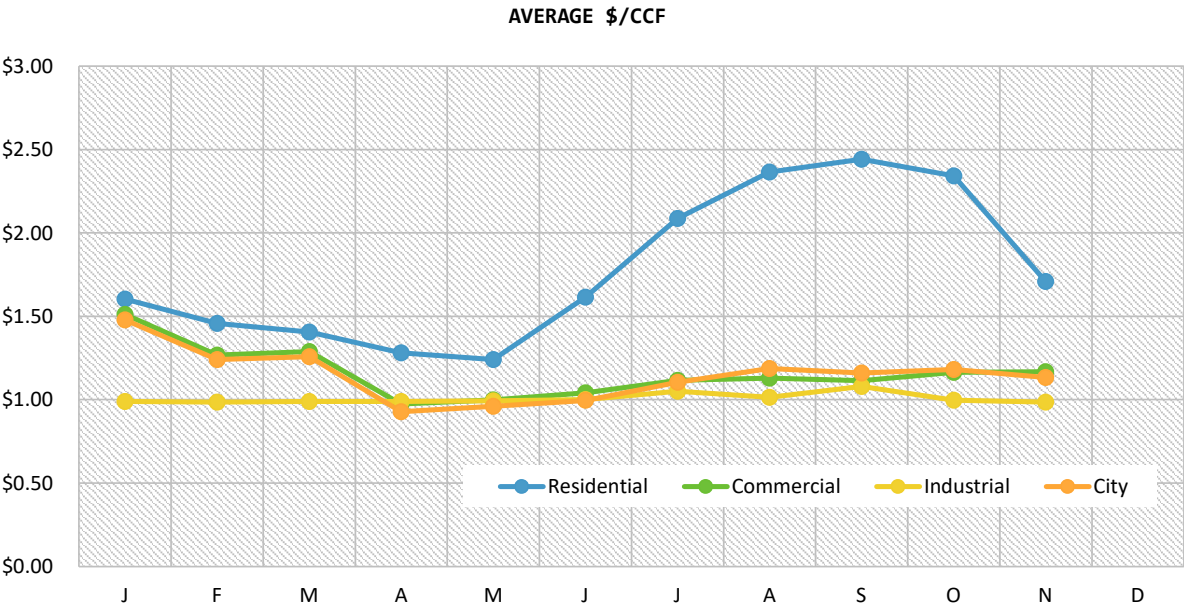
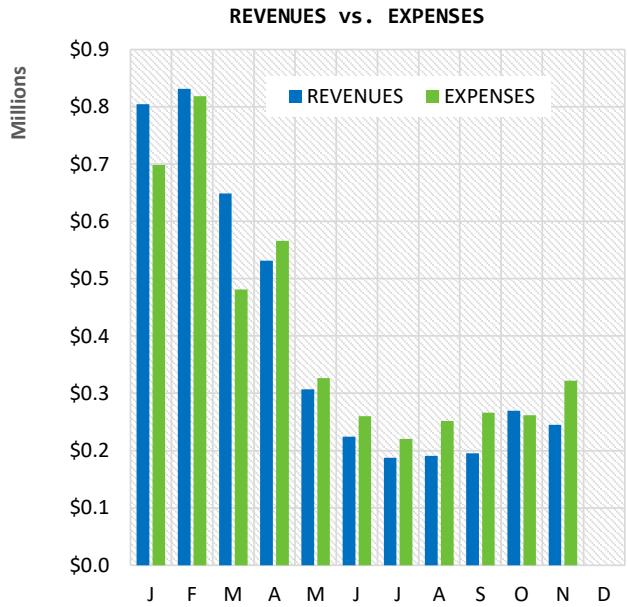
REPORTING PERIOD: 11/2023 | FY 2023



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CITY OF MONROE: NATURAL GAS FUND OVERVIEW

	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	FY 2023	AS BUDGET	FY 2022
REVENUES	\$ 0.805M	\$ 0.831M	\$ 0.649M	\$ 0.532M	\$ 0.307M	\$ 0.224M	\$ 0.187M	\$ 0.191M	\$ 0.195M	\$ 0.269M	\$ 0.245M		\$ 4.436M	\$ 5.263M	\$ 5.174M
PERSONNEL COSTS	\$ 0.063M	\$ 0.074M	\$ 0.085M	\$ 0.055M	\$ 0.068M	\$ 0.062M	\$ 0.054M	\$ 0.055M	\$ 0.079M	\$ 0.062M	\$ 0.078M		\$ 0.735M	\$ 0.763M	\$ 0.715M
CONTRACTED SVC	\$ 0.006M	\$ 0.020M	\$ 0.012M	\$ 0.015M	\$ 0.019M	\$ 0.006M	\$ 0.005M	\$ 0.023M	\$ 0.008M	\$ 0.009M	\$ 0.015M		\$ 0.136M	\$ 0.241M	\$ 0.129M
SUPPLIES	\$ 0.560M	\$ 0.451M	\$ 0.303M	\$ 0.266M	\$ 0.121M	\$ 0.091M	\$ 0.070M	\$ 0.074M	\$ 0.076M	\$ 0.077M	\$ 0.121M		\$ 2.211M	\$ 3.260M	\$ 2.606M
CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
FUND TRANSFERS	\$ 0.069M	\$ 0.274M	\$ 0.081M	\$ 0.230M	\$ 0.119M	\$ 0.102M	\$ 0.091M	\$ 0.100M	\$ 0.103M	\$ 0.114M	\$ 0.107M		\$ 1.390M	\$ 1.657M	\$ 1.426M
EXPENSES	\$ 0.698M	\$ 0.819M	\$ 0.481M	\$ 0.566M	\$ 0.326M	\$ 0.260M	\$ 0.221M	\$ 0.252M	\$ 0.266M	\$ 0.262M	\$ 0.322M		\$ 4.473M	\$ 5.921M	\$ 4.876M
MARGIN	\$ 0.106M	\$ 0.012M	\$ 0.168M	\$ (0.034M)	\$ (0.019M)	\$ (0.036M)	\$ (0.033M)	\$ (0.061M)	\$ (0.071M)	\$ 0.008M	\$ (0.077M)		\$ (0.037M)	\$ (0.658M)	\$ 0.298M



RETAIL SALES REPORT

Jan 2023 Feb 2023 Mar 2023 Apr 2023 May 2023 Jun 2023 Jul 2023 Aug 2023 Sep 2023 Oct 2023 Nov 2023 Dec 2023 283

CUSTOMER COUNT

Residential	3,727	3,747	3,754	3,748	3,753	3,776	3,772	3,773	3,797	3,794	3,814
Commercial	580	586	589	584	583	582	583	582	582	583	587
Industrial	7	6	6	6	6	6	7	7	7	7	7
City	20	20	20	20	20	20	20	20	19	19	19
Total	4,336	4,361	4,371	4,360	4,364	4,386	4,384	4,384	4,407	4,405	4,429
Year-Over-Year Δ	3.98%	4.08%	4.15%	3.74%	3.27%	3.37%	2.89%	2.67%	2.99%	2.63%	2.74%

CCF

Residential	0.284M	0.326M	0.235M	0.165M	0.121M	0.061M	0.038M	0.031M	0.030M	0.032M	0.062M
Commercial	0.187M	0.217M	0.182M	0.113M	0.098M	0.081M	0.070M	0.061M	0.070M	0.058M	0.069M
Industrial	0.015M	0.019M	0.012M	0.013M	0.009M	0.006M	0.002M	0.004M	0.001M	0.008M	0.029M
City	0.013M	0.015M	0.012M	0.007M	0.005M	0.004M	0.003M	0.002M	0.002M	0.002M	0.003M
Total	0.512M	0.589M	0.457M	0.311M	0.248M	0.165M	0.127M	0.111M	0.120M	0.112M	0.180M
Year-Over-Year Δ	22.46%	16.20%	-26.54%	-15.74%	-8.89%	10.29%	16.56%	11.20%	7.41%	-2.70%	6.66%

REVENUE

Residential	\$ 0.455M	\$ 0.475M	\$ 0.331M	\$ 0.211M	\$ 0.150M	\$ 0.099M	\$ 0.080M	\$ 0.074M	\$ 0.073M	\$ 0.076M	\$ 0.106M
Commercial	\$ 0.283M	\$ 0.275M	\$ 0.235M	\$ 0.110M	\$ 0.098M	\$ 0.084M	\$ 0.078M	\$ 0.069M	\$ 0.077M	\$ 0.068M	\$ 0.080M
Industrial	\$ 0.015M	\$ 0.019M	\$ 0.012M	\$ 0.012M	\$ 0.009M	\$ 0.006M	\$ 0.002M	\$ 0.004M	\$ 0.001M	\$ 0.008M	\$ 0.029M
Other	\$ 0.016M	\$ 0.013M	\$ 0.017M	\$ 0.010M	\$ 0.011M	\$ 0.010M	\$ 0.012M	\$ 0.011M	\$ 0.015M	\$ 0.010M	\$ 0.015M
City	\$ 0.020M	\$ 0.018M	\$ 0.015M	\$ 0.007M	\$ 0.005M	\$ 0.004M	\$ 0.003M	\$ 0.002M	\$ 0.002M	\$ 0.002M	\$ 0.003M
Total	\$ 0.789M	\$ 0.800M	\$ 0.610M	\$ 0.351M	\$ 0.273M	\$ 0.203M	\$ 0.175M	\$ 0.160M	\$ 0.169M	\$ 0.164M	\$ 0.233M
Year-Over-Year Δ	44.53%	8.94%	-26.02%	-32.02%	-37.88%	-30.92%	-19.80%	-39.30%	-34.49%	-24.86%	-14.93%

SALES STATISTICS

Jan 2023 Feb 2023 Mar 2023 Apr 2023 May 2023 Jun 2023 Jul 2023 Aug 2023 Sep 2023 Oct 2023 Nov 2023 Dec 2023

YTD 284

AVERAGE CCF/CUSTOMER

Residential	76	87	63	44	32	16	10	8	8	9	16	34
Commercial	323	371	309	194	168	139	121	104	119	100	117	188
Industrial	2,174	3,178	2,045	2,087	1,480	942	256	578	193	1,181	4,142	1,660
City	673	735	614	359	253	202	133	82	97	95	149	308

AVERAGE \$/CUSTOMER

Residential	\$122	\$127	\$88	\$56	\$40	\$26	\$21	\$20	\$19	\$20	\$28	\$52
Commercial	\$488	\$470	\$398	\$189	\$168	\$145	\$135	\$118	\$133	\$116	\$137	\$227
Industrial	\$2,150	\$3,134	\$2,023	\$2,065	\$1,469	\$942	\$269	\$585	\$208	\$1,177	\$4,078	\$1,646
City	\$995	\$912	\$771	\$333	\$243	\$202	\$147	\$98	\$112	\$112	\$169	\$372

AVERAGE \$/CCF

Residential	\$1.6031	\$1.4567	\$1.4058	\$1.2804	\$1.2401	\$1.6144	\$2.0861	\$2.3647	\$2.4417	\$2.3412	\$1.7083	\$1.7766
Commercial	\$1.5113	\$1.2671	\$1.2892	\$0.9745	\$0.9995	\$1.0406	\$1.1152	\$1.1299	\$1.1135	\$1.1638	\$1.1678	\$1.1611
Industrial	\$0.9889	\$0.9860	\$0.9894	\$0.9892	\$0.9930	\$1.0003	\$1.0507	\$1.0134	\$1.0801	\$0.9963	\$0.9847	\$1.0065
City	\$1.4787	\$1.2403	\$1.2573	\$0.9269	\$0.9603	\$0.9960	\$1.1049	\$1.1870	\$1.1604	\$1.1809	\$1.1338	\$1.1479
Average	\$1.3955	\$1.2376	\$1.2354	\$1.0427	\$1.0482	\$1.1628	\$1.3392	\$1.4237	\$1.4489	\$1.4206	\$1.2486	\$1.2730

	Nov 2023	Nov 2022	FY2023 YTD	FY2022 YTD	MOST RECENT 12-MONTH
Natural Gas Supply Cost					
Capacity Reservation Fees	\$ 42,795	\$ 42,773	\$ 466,424	\$ 465,876	\$ 515,504
Demand Storage/Peaking Services	\$ 2,318	\$ 2,383	\$ 25,111	\$ 25,096	\$ 27,418
Supply Charges	\$ 63,559	\$ 157,622	\$ 1,311,779	\$ 1,887,295	\$ 1,522,855
Gas Authority Supply Charges	\$ 3,628	\$ 3,505	\$ 46,365	\$ 44,704	\$ 53,324
Gas Authority Charges	\$ (4,512)	\$ 1,265	\$ (126,875)	\$ (68,854)	\$ (140,904)
P.A.C.E	300	300	3,300	3,300	3,600
APGA Annual Dues	-	-	3,652	3,528	3,652
Other	2,153	2,424	34,663	25,156	38,930
TOTAL MGAG BILL	\$ 110,240	\$ 210,273	\$ 1,764,419	\$ 2,386,100	\$ 2,024,378

DELIVERED SUPPLY

Volume CCF	215,520	220,980	3,068,040	3,039,790	3,457,310
Volume Dth (MGAG)	210,440	214,440	2,984,610	2,981,430	3,364,170

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

UNIT COSTS					
\$/Dth	0.5239	0.9806	0.5912	0.8003	0.6017
\$/CCF	0.5115	0.9515	0.5751	0.7850	0.5855

	Nov 2023	Nov 2022	FY2023 YTD	FY2022 YTD	MOST RECENT 12-MONTH
SALES REVENUES					
NATURAL GAS SALES	\$ 233,277	\$ 274,217	\$ 3,931,138	\$ 4,588,776	\$ 4,569,177
SALES REVENUES (ACTUAL)	\$ 233,277	\$ 274,217	\$ 3,931,138	\$ 4,588,776	\$ 4,569,177
AS BUDGET	\$ 455,024	\$ 334,348	\$ 5,005,262	\$ 334,348	Not Applicable
% ACTUAL TO BUDGET	51.27%	82.02%	78.54%	1372.46%	Not Applicable
<u>Note on Natural Gas Sales:</u> Detail break-down for individual rate class is shown in NATURAL GAS RETAIL SALES section.					
OTHER REVENUES					
OP REVENUE	-	-	-	-	-
MISC REVENUE	620	200	3,320	3,299	3,360
CONTRIBUTED CAPITAL	-	-	-	-	-
SALE FIXED ASSETS	-	-	-	-	-
TAP FEES	3,050	3,891	53,954	75,567	54,754
REIMB DAMAGED PROP - GAS	-	-	-	-	-
ADMIN ALLOC	7,956	23,100	246,865	156,583	270,829
CAPITAL LEASES	-	-	54,955	-	54,955
INT/INVEST INCOME	-	-	-	-	-
STATE GRANTS	-	-	-	-	-
MGAG REBATE	-	-	145,297	99,495	145,297
OPERATING TRANSFERS IN	-	-	-	249,725	-
SALE OF ASSETS - GAS	-	-	-	257	-
OTHER REVENUES (ACTUAL)	\$ 11,625	\$ 27,191	\$ 504,391	\$ 584,926	\$ 529,194
AS BUDGET	\$ 23,444	\$ 23,694	\$ 257,889	\$ 260,639	Not Applicable
% ACTUAL TO BUDGET	49.59%	114.76%	195.58%	224.42%	Not Applicable
TOTAL REVENUES (ACTUAL)	\$ 244,903	\$ 301,409	\$ 4,435,528	\$ 5,173,702	\$ 5,098,371
AS BUDGET	\$ 478,468	\$ 358,042	\$ 5,263,151	\$ 3,938,464	Not Applicable
% ACTUAL TO BUDGET	51.18%	84.18%	84.28%	131.36%	Not Applicable

MOST RECENT

	Nov 2023	Nov 2022	FY2023 YTD	FY2022 YTD	12-MONTH
PERSONNEL					
Compensation	\$ 51,673	\$ 47,478	\$ 503,990	\$ 471,249	\$ 530,259
Benefits	26,705	28,872	229,914	242,945	239,375
PERSONNEL (ACTUAL)	\$ 78,469	\$ 76,438	\$ 735,124	\$ 715,451	\$ 770,854
AS BUDGET	\$ 69,357	\$ 62,156	\$ 762,928	\$ 683,714	Not Applicable
% ACTUAL TO BUDGET	113.14%	122.98%	96.36%	104.64%	Not Applicable

CONTRACTED SERVICES

Consulting	\$ -	\$ -	\$ 11,584	\$ -	\$ 27,371
Landfill Fees	-	-	-	-	-
Custodial Service	-	-	-	-	-
Lawn & Maint	32	32	256	224	256
Holiday Events	-	-	-	-	-
Security Sys	-	-	-	-	-
Equipment Rep & Maint	-	257	1,649	10,879	2,132
Vehicle Rep & Maint Outside	704	204	10,739	2,128	11,042
R&M System - Outside	7,745	1,150	26,527	29,436	27,277
R & M Buildings - Outside	-	-	3,012	432	3,354
Maintenance Contracts	353	251	5,657	4,662	10,097
Equip Rent/Lease	810	1,889	11,657	15,473	13,088
Pole Equip Rent/Lease	-	-	-	-	-
Equipment Rental	-	27	395	251	448
Repairs & Maintenance (Outside)	-	-	-	-	-
Landfill Fees	-	-	-	-	-
Maint Contracts	-	-	-	-	-
Other Contract Svcs	-	-	-	-	-
Comm Svcs	2,251	596	7,953	6,094	8,545
Postage	-	-	-	-	-
Adverstising	-	-	1,067	449	1,602
Mkt Expense	750	93	1,000	1,943	1,000
Printing	-	-	-	450	-
Util Bill Print Svcs	-	-	-	-	-
Dues & Sub	-	-	-	-	-
Travel	-	-	663	3,148	663
Fees	-	-	2,232	370	2,232
Vehicle Tag & Title Fee	-	-	22	42	22
Ga Dept Rev Fee	-	-	-	-	-
Training & Ed	-	2,733	7,858	8,350	8,408
Gen Liab Ins	-	-	-	-	-
Uniform Rental	-	-	922	-	922
Contract Labor	2,410	2,791	43,095	44,729	47,969
Shipping/Freight	-	-	-	-	-
CONTRACTED SERVICES (ACTUAL)	\$ 15,055	\$ 10,023	\$ 136,289	\$ 129,060	\$ 166,429

MOST RECENT

	Nov 2023	Nov 2022	FY2023 YTD	FY2022 YTD	12-MONTH
AS BUDGET	\$ 21,996	\$ 20,079	\$ 241,954	\$ 220,871	Not Applicable
% ACTUAL TO BUDGET	68.45%	49.92%	56.33%	58.43%	Not Applicable

SUPPLIES

Gas Cost	107,719	207,553	1,988,238	2,354,226	2,518,250
Office Supplies	105	47	2,256	828	2,769
Postage	-	-	-	-	-
Furniture <5000	-	-	-	-	-
Auto Parts	341	150	2,281	3,365	2,334
Construction Materials	-	-	-	82	-
Damage Claims	-	-	1,004	-	1,104
Expendable Fluids	-	15	302	93	302
Tires	835	-	2,014	534	2,434
Uniform Expense	-	22	7,252	7,905	7,252
Janitorial	209	237	1,876	2,524	2,208
Computer Equipment	-	-	1,507	3,819	1,507
Equipment Parts	(341)	1,452	7,389	18,476	8,107
Repair & Maintenance	7,860	12,545	113,226	134,533	139,723
Util Costs - Util Fund	373	367	4,097	3,910	4,436
Covid-19 Expenses	-	-	-	-	-
Mileage Reimb	-	-	-	-	-
Auto & Truck Fuel	3,674	2,103	28,044	34,984	33,280
Food	133	199	2,843	1,939	3,351
Sm Tool & Min Equip	174	4,326	3,656	11,962	4,945
Meters	-	4,820	41,968	16,577	43,725
Sm Oper Supplies	323	609	3,434	10,215	3,620
Construction Material	-	-	-	-	-
Tires	-	-	-	-	-
Uniform Exp	-	-	-	-	-
Repairs & Maintenance (Inside)	-	-	-	-	-
Equip Pur (<\$5M)	-	-	-	-	-
Dam Claims	-	-	-	-	-
SUPPLIES (ACTUAL)	\$ 121,405	\$ 234,445	\$ 2,211,387	\$ 2,605,974	\$ 2,779,347
AS BUDGET	\$ 296,343	\$ 16,500	\$ 3,259,774	\$ 181,500	Not Applicable
% ACTUAL TO BUDGET	40.97%	1420.88%	67.84%	1435.80%	Not Applicable

CAPITAL OUTLAY

Amortization Def Chg 2016 Bond	\$ -	\$ -	\$ 4,320	\$ 4,320	\$ 4,320
Amort 2020 Bond Premium	\$ (692)	\$ (692)	\$ (7,610)	\$ (7,610)	\$ (8,302)
Depr Exp	\$ 18,269	\$ 17,129	\$ 197,812	\$ 189,183	\$ 197,812
Capital Lease	\$ 1,127	\$ -	\$ 3,881	\$ -	\$ 3,881

MOST RECENT

	Nov 2023	Nov 2022	FY2023 YTD	FY2022 YTD	12-MONTH
Int Exp 2016 Rev Bond	1,512	1,924	17,673	22,176	19,393
Interest Exp - 2020 Rev Bonds	3,417	3,417	37,592	37,592	41,009
Capital Lease Interest	352	-	1,054	-	1,054
Issuance Costs	-	-	-	-	-
CAPITAL OUTLAY (ACTUAL)	\$ 23,985	\$ 21,778	\$ 254,721	\$ 245,660	\$ 259,167
AS BUDGET	\$ 5,394	\$ 5,803	\$ 59,329	\$ 63,829	Not Applicable
% ACTUAL TO BUDGET	444.69%	375.31%	429.34%	384.87%	Not Applicable

FUND TRANSFERS

Admin Alloc - Adm Exp	\$ 73,361	\$ 79,634	\$ 881,642	\$ 809,758	\$ 909,936
Transfer To Gf	9,644	17,031	253,608	362,534	285,955
Transfer To Cip	-	-	-	-	-
Transfer - Insurance	-	-	-	-	-
Transfer - E&R	-	-	-	-	-
FUND TRANSFERS (ACTUAL)	\$ 83,005	\$ 96,665	\$ 1,135,250	\$ 1,172,292	\$ 1,195,891
AS BUDGET	\$ 145,199	\$ 132,048	\$ 1,597,187	\$ 1,452,532	Not Applicable
% ACTUAL TO BUDGET	57.17%	73.20%	71.08%	80.71%	Not Applicable

TOTAL EXPENSES (ACTUAL)	\$ 321,918	\$ 439,349	\$ 4,472,771	\$ 4,868,437	\$ 5,171,689
AS BUDGET	\$ 538,288	\$ 236,586	\$ 5,921,172	\$ 2,602,446	Not Applicable
% ACTUAL TO BUDGET	59.80%	185.70%	75.54%	187.07%	Not Applicable

ELECTRIC: MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 11/2023 | FY 2023



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CITY OF MONROE: ELECTRIC FUND OVERVIEW

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	Jan 2023	Feb 2023	Mar 2023	Apr 2023	May 2023	Jun 2023	Jul 2023	Aug 2023	Sep 2023	Oct 2023	Nov 2023	Dec 2023	FY 2023	AS BUDGET	FY 2022
REVENUES	\$ 1.540M	\$ 1.735M	\$ 1.560M	\$ 1.341M	\$ 1.448M	\$ 1.495M	\$ 1.593M	\$ 1.886M	\$ 2.064M	\$ 1.894M	\$ 1.404M		\$ 17.960M	\$ 18.657M	\$ 17.976M
PERSONNEL COSTS	\$ 0.114M	\$ 0.148M	\$ 0.152M	\$ 0.108M	\$ 0.122M	\$ 0.117M	\$ 0.129M	\$ 0.105M	\$ 0.144M	\$ 0.100M	\$ 0.124M		\$ 1.364M	\$ 1.379M	\$ 1.337M
CONTRACTED SVC	\$ 0.038M	\$ 0.076M	\$ 0.065M	\$ 0.050M	\$ 0.080M	\$ 0.053M	\$ 0.063M	\$ 0.042M	\$ 0.031M	\$ 0.096M	\$ 0.079M		\$ 0.673M	\$ 0.769M	\$ 0.756M
SUPPLIES	\$ 2.583M	\$ 1.090M	\$ 1.201M	\$ 1.230M	\$ 1.027M	\$ 1.119M	\$ 1.279M	\$ 0.745M	\$ 1.336M	\$ 1.272M	\$ 1.105M		\$ 13.988M	\$ 11.431M	\$ 13.104M
CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -
DEPRECIATION	\$ -	\$ 0.076M	\$ 0.039M	\$ 0.039M	\$ 0.040M	\$ 0.040M	\$ 0.040M	\$ 0.040M	\$ 0.039M	\$ 0.041M	\$ 0.042M		\$ 0.436M	\$ 0.399M	\$ 0.390M
EXPENSES	\$ 2.736M	\$ 1.390M	\$ 1.458M	\$ 1.426M	\$ 1.269M	\$ 1.329M	\$ 1.510M	\$ 0.932M	\$ 1.551M	\$ 1.510M	\$ 1.351M		\$ 16.462M	\$ 13.978M	\$ 15.587M
FUND TRANSFERS	\$ 0.108M	\$ 0.293M	\$ 0.106M	\$ 0.259M	\$ 0.151M	\$ 0.144M	\$ 0.136M	\$ 0.158M	\$ 0.177M	\$ 0.194M	\$ 0.176M		\$ 1.902M	\$ 3.019M	\$ 2.142M
MARGIN W/O TRANSFERS	\$ (1.196M)	\$ 0.345M	\$ 0.103M	\$ (0.086M)	\$ 0.179M	\$ 0.166M	\$ 0.083M	\$ 0.954M	\$ 0.513M	\$ 0.385M	\$ 0.053M	\$ -	\$ 1.498M	\$ 4.679M	\$ 2.389M
MARGIN W/ TRANSFER	\$ (1.303M)	\$ 0.052M	\$ (0.003M)	\$ (0.345M)	\$ 0.028M	\$ 0.021M	\$ (0.053M)	\$ 0.797M	\$ 0.335M	\$ 0.190M	\$ (0.123M)	\$ -	\$ (0.404M)	\$ 1.660M	\$ 0.248M
PART CONTR/YES/INTEREST	\$ 0.289M	\$ 0.013M	\$ 0.480M	\$ 0.395M	\$ 0.086M	\$ 0.064M	\$ 0.167M	\$ 0.170M	\$ 0.091M	\$ 0.149M	\$ 0.339M	\$ -	\$ 2.242M	\$ 0.400M	\$ 0.998M

* Participant Contribution, Year End Settlement and Interest excluded from Revenues

12-MO
PURCHASED
KWH's



12-MO
RETAIL
KWH's



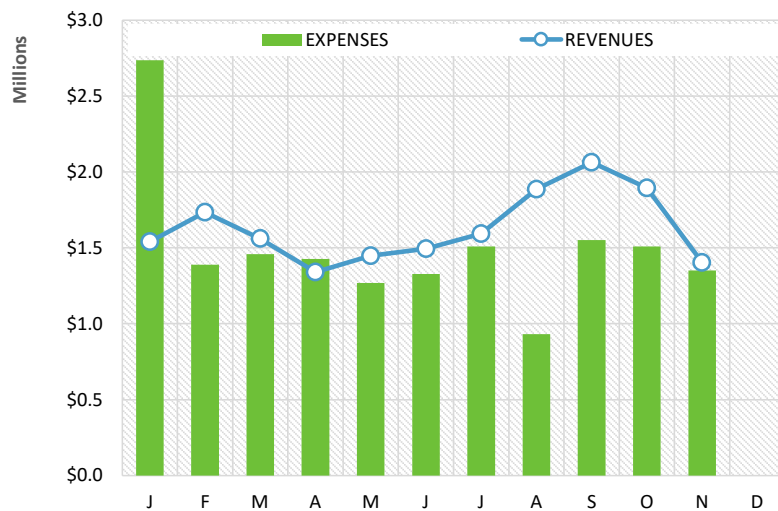
12-MO LINE
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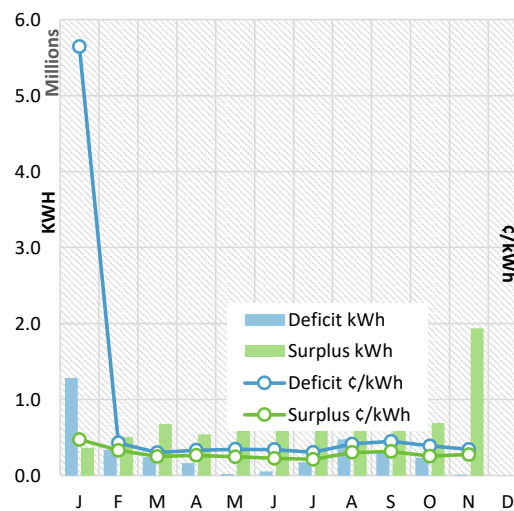
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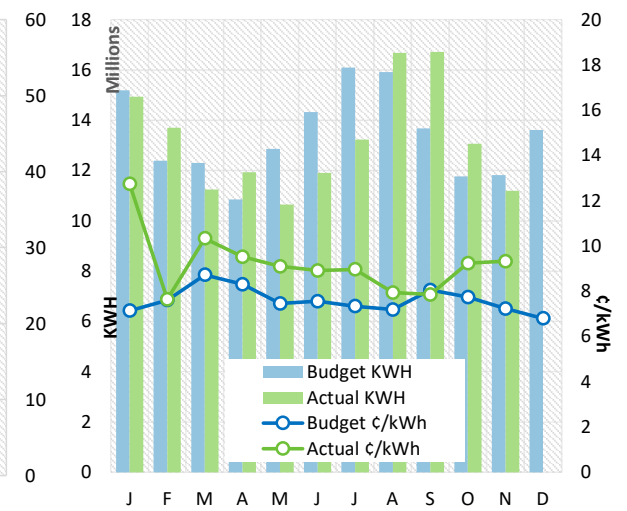
REVENUES vs. EXPENSES



DEFICIT PURCHASES vs. SURPLUS SALES



MEAG BUDGET vs. ACTUAL



RETAIL SALES REPORT

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Jan 2023 Feb 2023 Mar 2023 Apr 2023 May 2023 Jun 2023 Jul 2023 Aug 2023 Sep 2023 Oct 2023 Nov 2023 Dec 2023

CUSTOMER COUNT

Residential	5,896	5,908	5,922	5,938	5,969	5,952	5,946	5,966	5,975	5,964	5,972
Commercial	922	931	932	926	929	929	930	924	925	931	935
Industrial	1	1	1	1	1	1	1	1	1	1	1
City	51	51	51	51	52	53	54	55	54	54	54
Total	6,870	6,891	6,906	6,916	6,951	6,935	6,931	6,946	6,955	6,950	6,962
Year-Over-Year Δ	1.85%	1.80%	2.01%	1.86%	2.25%	1.97%	1.90%	1.70%	1.67%	1.70%	1.43%

KWH

Residential	6.702M	7.569M	6.513M	5.204M	4.912M	4.674M	5.481M	6.790M	7.608M	6.330M	4.704M
Commercial	5.343M	5.471M	5.441M	4.707M	5.152M	5.367M	5.958M	6.642M	7.572M	6.813M	5.478M
Industrial	0.223M	0.234M	0.291M	0.242M	0.253M	0.258M	0.256M	0.284M	0.359M	0.329M	0.302M
Other	-	-	-	-	-	-	-	-	-	-	-
City	0.545M	0.567M	0.527M	0.449M	0.481M	0.490M	0.534M	0.546M	0.578M	0.539M	0.489M
Total	12.813M	13.840M	12.772M	10.602M	10.799M	10.790M	12.229M	14.262M	16.117M	14.011M	10.973M
Year-Over-Year Δ	8.03%	6.98%	-11.25%	-10.70%	0.55%	-5.07%	-13.82%	-11.86%	4.36%	1.09%	-2.68%

REVENUE

Residential	\$ 0.731M	\$ 0.814M	\$ 0.713M	\$ 0.589M	\$ 0.639M	\$ 0.607M	\$ 0.718M	\$ 0.897M	\$ 1.011M	\$ 0.832M	\$ 0.541M
Commercial	\$ 0.685M	\$ 0.707M	\$ 0.701M	\$ 0.624M	\$ 0.673M	\$ 0.694M	\$ 0.748M	\$ 0.818M	\$ 0.894M	\$ 0.834M	\$ 0.697M
Industrial	\$ 0.026M	\$ 0.027M	\$ 0.030M	\$ 0.027M	\$ 0.028M	\$ 0.028M	\$ 0.028M	\$ 0.030M	\$ 0.034M	\$ 0.032M	\$ 0.031M
Other	\$ 0.000M	\$ 0.000M	\$ 0.000M	\$ 0.000M	\$ 0.000M	\$ 0.000M	\$ 0.000M	\$ 0.000M	\$ 0.000M	\$ 0.000M	\$ 0.000M
City	\$ 0.052M	\$ 0.054M	\$ 0.050M	\$ 0.043M	\$ 0.046M	\$ 0.047M	\$ 0.051M	\$ 0.052M	\$ 0.055M	\$ 0.052M	\$ 0.047M
Total	\$ 1.495M	\$ 1.602M	\$ 1.495M	\$ 1.283M	\$ 1.386M	\$ 1.376M	\$ 1.545M	\$ 1.797M	\$ 1.995M	\$ 1.750M	\$ 1.315M
Year-Over-Year Δ	5.88%	5.71%	-9.92%	-9.33%	-1.03%	-5.53%	-13.79%	-11.95%	2.90%	0.86%	-2.82%

SALES STATISTICS

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Jan 2023 Feb 2023 Mar 2023 Apr 2023 May 2023 Jun 2023 Jul 2023 Aug 2023 Sep 2023 Oct 2023 Nov 2023 Dec 2023

YTD

AVERAGE KWH/CUSTOMER

Residential	1,137	1,281	1,100	876	823	785	922	1,138	1,273	1,061	788	1,017
Commercial	5,795	5,876	5,838	5,083	5,546	5,777	6,406	7,189	8,186	7,318	5,859	6,261
Industrial	223,258	233,859	291,101	242,214	253,446	258,002	255,934	283,797	359,106	328,597	302,485	275,618
City	10,692	11,115	10,326	8,801	9,254	9,253	9,894	9,929	10,698	9,987	9,047	9,909

AVERAGE \$/CUSTOMER

Residential	\$124	\$138	\$120	\$99	\$107	\$102	\$121	\$150	\$169	\$140	\$91	\$124
Commercial	\$743	\$760	\$752	\$674	\$724	\$747	\$805	\$885	\$967	\$896	\$745	\$791
Industrial	\$25,891	\$26,567	\$30,232	\$27,099	\$27,826	\$28,113	\$27,980	\$29,751	\$34,396	\$32,440	\$30,771	\$29,188
City	\$1,024	\$1,065	\$989	\$842	\$886	\$886	\$947	\$951	\$1,024	\$956	\$866	\$949

AVERAGE \$/KWH

Residential	\$0.1091	\$0.1075	\$0.1095	\$0.1132	\$0.1301	\$0.1298	\$0.1309	\$0.1321	\$0.1329	\$0.1314	\$0.1150	\$0.1220
Commercial	\$0.1283	\$0.1293	\$0.1288	\$0.1327	\$0.1306	\$0.1293	\$0.1256	\$0.1231	\$0.1181	\$0.1224	\$0.1272	\$0.1268
Industrial	\$0.1160	\$0.1136	\$0.1039	\$0.1119	\$0.1098	\$0.1090	\$0.1093	\$0.1048	\$0.0958	\$0.0987	\$0.1017	\$0.1068
City	\$0.0958	\$0.0958	\$0.0958	\$0.0957	\$0.0957	\$0.0957	\$0.0957	\$0.0957	\$0.0958	\$0.0957	\$0.0957	\$0.0957

Average	\$0.1123	\$0.1115	\$0.1095	\$0.1134	\$0.1165	\$0.1159	\$0.1154	\$0.1140	\$0.1106	\$0.1121	\$0.1099	\$0.1128
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MOST RECENT
12-MONTH

	Nov 2023	Nov 2022	FY2023 YTD	FY2022 YTD	
POWER SUPPLY COSTS					
MEAG Project Power	\$ 877,263	\$ 815,655	\$ 10,256,500	\$ 10,014,335	\$ 11,149,533
Transmission	121,077	98,125	1,359,829	1,149,446	1,454,936
Supplemental	(13,390)	(19,361)	1,129,797	714,329	1,178,267
SEPA	57,272	64,657	592,562	632,452	659,443
Other Adjustments	890	983	9,883	10,789	10,867
TOTAL POWER SUPPLY COSTS	\$ 1,043,112	\$ 960,059	\$ 13,348,572	\$ 12,521,351	\$ 14,453,046
AS BUDGET	853,996	754,288	11,230,535	9,368,553	12,097,489
% ACTUAL TO BUDGET	122.14%	127.28%	118.86%	133.65%	119.47%

PEAKS & ENERGY

Peaks (KW)

Coincident Peak (CP)	24,308	22,279	40,520	36,409	40,520
Non-Coincident Peak (NCP)	24,617	22,279	40,520	36,827	40,520
CP (BUDGET)	24,889	24,054	33,307	33,343	33,307
NCP (BUDGET)	25,977	25,364	34,047	33,705	34,047

Energy (KWH)

MEAG Energy	12,315,850	11,202,615	135,234,762	134,151,914	146,380,646
Supplemental Purchases (or sales)	(1,916,090)	(1,091,157)	(2,989,753)	627,233	(3,076,143)
SEPA Energy	786,696	755,730	12,958,594	12,227,590	13,849,994
Total Energy (KWH)	11,186,456	10,867,188	145,203,604	147,006,737	157,154,496
AS BUDGET	11,811,000	9,533,000	147,149,000	133,036,000	160,510,000
% ACTUAL TO BUDGET	94.71%	114.00%	98.68%	110.50%	97.91%

CP Load Factor	63.92%	67.75%	40.91%	46.09%	44.27%
NCP Load Factor	63.11%	67.75%	40.91%	45.57%	44.27%
% Supplemental	14.62%	9.12%	2.02%	0.43%	1.92%

UNIT COSTS (¢/kWh)					
Bulk Power	9.3115	8.6021	9.2947	8.5672	9.2479
Supplemental	0.6988	1.7743	37.7890	113.8858	38.3034
SEPA Energy	7.2801	8.5556	4.5727	5.1723	4.7613
MEAG Total	9.3248	8.8345	9.1930	8.5175	9.1967

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

MOST RECENT
12-MONTH

Nov 2023

Nov 2022

FY2023 YTD

FY2022 YTD

SALES REVENUES

ELECTRIC SALES	\$	1,315,112	\$	1,319,399	\$	17,035,406	\$	17,340,510	\$	18,404,969
SALES REVENUES (ACTUAL)	\$	1,315,112	\$	1,319,399	\$	17,035,406	\$	17,340,510	\$	18,404,969
AS BUDGET	\$	1,641,667	\$	1,625,000	\$	18,058,333	\$	17,875,000		Not Applicable
% ACTUAL TO BUDGET		80.11%		81.19%		94.34%		97.01%		Not Applicable

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

OTHER REVENUES

OP REVENUE		34,646		34,603		382,840		378,830		417,602
FEDERAL GRANT		-		-		-		-		-
MISC REVENUE		18,075		7,883		150,511		65,225		238,433
CONTRIBUTED CAPITAL		28,242		-		134,442		-		134,442
SALE OF FIXED ASSETS		-		-		10,000		-		10,000
GAIN UTILITIES ASSETS		-		-		-		-		-
REIMB DAMAGED PROPERTY		-		-		-		-		-
CUST ACCT FEES		-		-		-		-		-
OTHER REV		-		-		-		-		-
ADMIN ALLOC		7,956		23,100		246,865		156,583		270,829
STATE GRANTS		-		-		-		-		-
SALE OF RECYCLED MATERIALS		-		-		-		16,950		-
OTHER REVENUES (ACTUAL)	\$	88,919	\$	65,586	\$	924,658	\$	617,588	\$	1,071,306
AS BUDGET	\$	54,444	\$	53,195	\$	598,889	\$	585,140		Not Applicable
% ACTUAL TO BUDGET		163.32%		123.29%		154.40%		105.55%		Not Applicable

TRANSFER

OPERATING TRANSFERS IN		-		-		-		17,963		-
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TOTAL REVENUES (ACTUAL)	\$	1,404,031	\$	1,384,985	\$	17,960,064	\$	17,976,061	\$	19,476,275
AS BUDGET	\$	1,696,111	\$	1,678,195	\$	18,657,222	\$	18,460,140		Not Applicable
% ACTUAL TO BUDGET		82.78%		82.53%		96.26%		97.38%		Not Applicable

MEAG YES/PART CONTR/INTEREST

PARTICIPANT CONT	\$	100,000	\$	100,000	\$	1,100,000	\$	1,100,000	\$	1,200,000
MEAG REBATE	\$	-	\$	-		213,892		711,447		213,892
INTEREST REVENUES - UTILITY	\$	238,624	\$	189,506		928,306		(812,949)		964,100
TOTAL EXCLUDED	\$	338,624	\$	289,506	\$	2,242,199	\$	998,499	\$	2,377,993

Note on Interest/YES/Participant Contribution: excluded from revenues

	Nov 2023	Nov 2022	FY2023 YTD	FY2022 YTD	12-MONTH
PERSONNEL					
Compensation	\$ 88,598	\$ 87,941	\$ 1,044,047	\$ 943,644	\$ 1,076,871
Benefits	35,817	45,833	320,177	393,578	334,479
PERSONNEL (ACTUAL)	\$ 124,415	\$ 133,774	\$ 1,364,224	\$ 1,337,222	\$ 1,411,350
AS BUDGET	\$ 125,077	\$ 125,707	\$ 1,375,846	\$ 1,382,782	Not Applicable
% ACTUAL TO BUDGET	99.47%	106.42%	99.16%	96.71%	Not Applicable

CONTRACTED SERVICES

Consulting	\$ -	\$ -	\$ 683	\$ 6,060	\$ 24,683
Landfill Fees	-	-	-	-	-
Holiday Event	2,000	-	2,000	-	10,122
Maintenance Contracts	503	429	10,494	9,051	10,871
Rents/Leases	188	242	4,268	24,200	4,563
Repairs & Maintenance (Outside)	11,553	11,912	85,801	43,979	115,667
Landfill Fees	-	-	-	-	-
Other Contract Svcs	-	-	-	-	-
Comm Svcs	1,960	1,610	20,477	19,036	22,328
Postage	-	-	26	-	26
Public Relations	-	-	-	4	-
Mkt Expense	-	-	-	4,362	-
Printing	-	-	-	-	-
Dues & Sub	-	-	-	-	-
Travel	220	-	8,957	2,744	8,957
Vehicle Tag & Title Fee	31	-	173	-	173
Ga Dept Rev Fee	-	-	-	-	-
Fees	-	-	-	-	-
Training & Ed	-	-	4,949	9,562	4,949
Contract Labor	62,303	63,107	534,724	635,668	589,570
Shipping/Freight	-	-	-	-	-
CONTRACTED SERVICES (ACTUAL)	\$ 78,790	\$ 77,331	\$ 673,369	\$ 755,595	\$ 792,725
AS BUDGET	\$ 69,952	\$ 52,838	\$ 769,473	\$ 581,213	Not Applicable
% ACTUAL TO BUDGET	112.63%	146.36%	87.51%	130.00%	Not Applicable

SUPPLIES

Office Supplies	134	88	2,518	1,786	2,901
Furniture <5001	-	-	-	1,674	-
Postage	-	-	-	-	-
Auto Parts	-	106	1,504	1,914	1,806
Construction Materials	-	-	-	-	33
Damage Claims	-	-	739	-	739
Sponsorships/Donations	-	-	-	750	-
Expendable Fluids	-	15	302	88	302
Safety/Medical Supplies	-	-	-	4,485	-
Tires	520	-	4,996	11,251	4,996

	Nov 2023	Nov 2022	FY2023 YTD	FY2022 YTD	12-MONTH
Uniform Expense	-	1,209	17,535	16,422	17,535
Janitorial	309	352	2,903	3,475	3,396
Computer Equipment	-	-	8,198	-	8,258
R & M Buildings - Inside	-	-	-	-	-
Util Costs - Util Fund	1,747	682	17,115	14,663	18,301
Covid-19 Expenses	-	-	-	-	-
Streetlights	-	-	-	-	-
Auto & Truck Fuel	2,666	2,945	35,746	37,399	40,331
Food	666	540	2,677	1,999	8,760
Sm Tool & Min Equip	211	1,040	57,661	19,794	59,331
Meters	-	6,789	-	6,789	-
Lab Supplies	-	-	-	-	-
Sm Oper Supplies	20,552	773	28,517	15,020	28,922
Construction Material	-	-	-	-	-
Tires	-	-	-	-	-
Uniform Exp	-	-	-	-	-
Power Costs	1,043,112	960,059	13,296,026	12,469,348	13,429,811
Equip Pur (<\$5M)	-	-	-	-	-
Dam Claims	-	-	-	-	-
SUPPLIES (ACTUAL)	\$ 1,105,468	\$ 1,026,901	\$ 13,988,442	\$ 13,110,380	\$ 14,254,360
AS BUDGET	\$ 1,039,146	\$ 1,028,188	\$ 11,430,604	\$ 11,310,063	Not Applicable
% ACTUAL TO BUDGET	106.38%	99.87%	122.38%	115.92%	Not Applicable
CAPITAL OUTLAY					
Construction In Progress	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Depr Exp	\$ 42,466	\$ 35,691	\$ 435,734	\$ 389,837	\$ 435,734
CAPITAL OUTLAY (ACTUAL)	\$ 42,466	\$ 35,691	\$ 435,734	\$ 389,837	\$ 435,734
AS BUDGET	\$ -	\$ -	\$ -	\$ -	Not Applicable
% ACTUAL TO BUDGET	0.00%	0.00%	0.00%	0.00%	Not Applicable
FUND TRANSFERS					
Admin Alloc - Adm Exp	\$ 73,361	\$ 79,634	\$ 881,642	\$ 809,758	\$ 909,936
TRANSFER TO GF	102,689	132,440	1,020,392	1,331,910	1,141,154
TRANSFER TO CIP	-	-	-	-	-
Transfer - E&R	-	-	-	-	-
FUND TRANSFERS (ACTUAL)	\$ 176,050	\$ 212,073	\$ 1,902,034	\$ 2,141,668	\$ 2,051,090
AS BUDGET	\$ 274,472	\$ 313,677	\$ 3,019,188	\$ 3,450,446	Not Applicable
% ACTUAL TO BUDGET	64.14%	67.61%	63.00%	62.07%	Not Applicable
TOTAL EXPENSES (ACTUAL)	\$ 1,527,189	\$ 1,485,770	\$ 18,363,803	\$ 17,734,703	\$ 18,945,259
AS BUDGET	\$ 1,508,647	\$ 1,520,409	\$ 16,595,112	\$ 16,724,503	Not Applicable
% ACTUAL TO BUDGET	101.23%	97.72%	110.66%	106.04%	Not Applicable