



Council Meeting

AGENDA

Tuesday, December 10, 2019

6:00 PM

City Hall

I. CALL TO ORDER

1. Invocation
2. Roll Call
3. Approval of Agenda
4. Approval of Consent Agenda
 - a. November 5, 2019 Council Minutes
 - b. November 7, 2019 Council Minutes
 - c. November 12, 2019 Council Minutes at 5:00 PM
 - d. November 12, 2019 Council Minutes
 - e. November 12, 2019 Executive Session Minutes
 - f. November 19, 2019 Planning Commission Minutes
 - g. November 26, 2019 Historic Preservation Commission Minutes
 - h. September 12, 2019 Downtown Development Authority Minutes
 - i. October 10, 2019 Downtown Development Authority Minutes
 - j. September 12, 2019 Conventions and Visitors Bureau Minutes
 - k. October 10, 2019 Conventions and Visitors Bureau Minutes

- [l.](#) Ground Lease - Hangar Build Site - Approval of agreement with L&M Aviation for building T-Hangars. (Recommended for Council approval by Airport Committee December 3, 2019)
- [m.](#) Traffic Calming Features - East Church Street and Davis Street - To proceed with final design and engineering by Keck & Wood as presented. (Recommended for Council approval by Public Works Committee December 3, 2019)
- [n.](#) Approval - Loganville Water Transmission Line - Award bid to Mid-South Builders for \$4,142,000.00 plus \$245,000.00 for a total of \$4,387,000.00. (Recommended for Council approval by Utilities Committee December 3, 2019)
- [o.](#) Approval - Loganville Water Transmission Line Pump Station & Meter Vault - Award bid to All-South Construction for \$1,428,337.00. (Recommended for Council approval by Utilities Committee December 3, 2019)
- [p.](#) Additional 30-inch Raw Water Main - Engineering Design Services - Approval of design and engineering services by Weideman & Singleton for \$48,790.00. (Recommended for Council approval by Utilities Committee December 3, 2019)
- [q.](#) Approval - Out of State Training for Police - To allow Lieutenant Tracy Hanson to attend the Task Force School in Charleston, South Carolina, December 9 - 13, 2019. (Recommended for Council approval by Public Safety Committee December 3, 2019)

II. PUBLIC FORUM

- 1. Public Comments**
- 2. Public Hearing**

 - [a.](#) Rezone / Annexation - 0 Hardwood Road
 - [b.](#) Variance - 310 North Madison Avenue

III. NEW BUSINESS

- [1.](#) Annexation - 0 Hardwood Road
- [2.](#) Rezone - 0 Hardwood Road
- [3.](#) Variance - 310 North Madison Avenue
- [4.](#) Appointment - Library Board
- [5.](#) Appointments (3) - Downtown Development Authority & Convention & Visitors Bureau Authority & Urban Redevelopment Agency

- [6.](#) Appointment - Planning Commission
- [7.](#) Approval - 2020 Budget Resolution
- [8.](#) Adopt - 2020 Council Meeting Schedule
- [9.](#) 2nd Reading - Alcoholic Beverages Ordinance Amendment
- [10.](#) Resolution - To Adopt the State Minimum Fire Standards
- [11.](#) 1st Reading - Fire Protection and Prevention Ordinance Amendment

IV. ADJOURN

The Mayor and Council met for a called meeting.

Those Present:	John Howard	Mayor
	Wayne Adcock	Vice-Mayor
	Myoshia Crawford	Council Member
	Ross Bradley	Council Member
	Larry Bradley	Council Member
	Nathan Little	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Debbie Kirk	City Clerk
	Paul Rosenthal	City Attorney

Absent:	Lee Malcom	Council Member
	Norman Garrett	Council Member

Staff Present: Danny Smith, Jeremiah Still, R.V. Watts, Bill Owens, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Darrell Stone, Chris Bailey, Beverly Harrison, Sadie Krawczyk

Visitors: Andrew Kenneson, Les Russell, Matt Bidwell

I. CALL TO ORDER – JOHN HOWARD

1. Roll Call

Mayor Howard noted that Council Member Lee Malcom and Council Member Norman Garrett were absent. There was a quorum.

2. City Administrator Update

City Administrator Logan Propes stated the West Spring Street Project is in the closeout phase, and the contractor will be working on the punch list items. The North Broad Street Project is headed towards closeout status. There will be a walk-through tomorrow, and the lights will be installed within the next couple of weeks.

3. Central Services Update

Mr. Chris Bailey stated the invitation to bid for the Police Department Municipal Court Building will be going out on November 11 and close on December 20. The bids will be brought back to Council on January 7, 2020. The trees in Downtown and City Hall have been trimmed and all of the planters have been cleaned out for fall flowers. He stated the Winter Newsletter will go out on December 2.

II. COMMITTEE INFORMATION

1. Finance

a. Monthly Finance Report

Ms. Beth Thompson presented the monthly Finance Report. She stated accounts are trending as budgeted, with utilization around 75%. Expenses are 79% for the General Fund, 72% for Utilities, and 73% for Solid Waste. The new SPLOST Funds and 2019 Property Tax payments have started

being received. The Finance Department has been working on the 2020 Operating and Capital Budgets. The Budget Workshop will be on November 7 at 2:00 pm. She explained the construction for the cashier workstation area will be starting in the next couple of months.

2. Airport

a. Monthly Airport Report

Mr. Chris Bailey presented the monthly Airport Report. He stated fuel sales have been consistent. There is a design project being developed for paving the entire runway in 2021. This will replace the crack and seal project in 2020 and become a full runway rehabilitation project. He explained the total project cost will only result in a difference of approximately \$7,000.00.

3. Public Works

a. Monthly Solid Waste Report

Mr. Danny Smith presented the monthly Solid Waste Report. He stated collections have increased over 1,000 tons compared to this time last year. The Friday schedule will be extended for the remainder of the year; the Transfer Station will stay open until 5:00 pm. There has been no activity on the projects. The Automated Side Loader was put in service. There were a few glitches, but things have started to smooth out. Mr. Smith reviewed the Holiday Collection Schedule.

b. Monthly Streets & Transportation Report

Mr. Jeremiah Still presented the monthly Streets & Transportation Report. He explained the crews have been putting the Christmas lights up in Childers Park. They have also been cleaning the right-of-ways, getting ready for cold weather. The leaf truck will start running within the next couple of weeks and will go until March.

c. Approval – 2020 LMIG Application

Mr. Jeremiah Still presented the patching, overlay, and striping of 1.82 miles of roadway on South Madison Avenue for the 2020 Local Maintenance and Improvement Grant (LMIG). He discussed the contract with the Georgia Department of Transportation. He explained the total cost of the project is \$227,345.14. The grant requires a thirty percent local match, which will be \$52,464.26 and will come from SPLOST Funds. The remaining \$174,880.88 is reimbursable from GDOT.

Council Member Larry Bradley questioned why all of Madison Avenue would not be done.

Mr. Still explained the Pavement Condition Index (PCI) for North Madison Avenue is higher than South Madison Avenue. There is also a specific amount allotted for the LMIG Project and that amount only covers approximately 1.89 miles of road.

Mr. Bradley also questioned whether it will be a joint project with Walton County.

City Administrator Logan Propes answered hopefully it will be a joint project. They will get an Intergovernmental Agreement with Walton County to partner on the paving.

The committee recommends approval of the 2020 LMIG Application as presented to Council.

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

4. Utilities

a. Monthly Electric & Telecom Report

Mr. Brian Thompson presented the monthly Electric & Telecom Report. There will be a preconstruction meeting with the contractor next week for the Spring Street Project and work should start the first week of December. The electric lines will be relocated from Highland Avenue to Breedlove Drive. The North Madison Avenue Project is nearing final design for construction bids. He stated the pole inspections and yearly truck insulation inspections are almost complete. Facebook will be speaking at the quarterly FNA meeting. The testing of the Community WiFi is ongoing, and he should have pricing for Council next month.

b. Monthly Water, Sewer, Gas, & Stormwater Report

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, Gas, & Stormwater Report. The gas main for Phase II of Grand Haven has been started and Creekside Subdivision will start in December. The sewer main is currently being installed along Milledge Avenue, and the sewer rehab on 2nd Street has been completed. He explained they had the 2018 CDBG preconstruction meeting, and the project will start after Thanksgiving. They will move over to Dewey Hogan Road after they finish the second water line extension on Wall Road. Mr. Middlebrooks stated the Takeuchi Excavator and the Lime Slurry System were both CIP purchases made in October.

5. Public Safety

a. Monthly Fire Report

Fire Chief Bill Owens presented the monthly Fire Report. He stated October was Fire Prevention Month. The department had over 15 Public Education Events, which included over 2,000 kids and over 1,000 adults. He explained Live Fire Training will be held in November, and they will also have their hose testing.

b. Monthly Police Report

Police Chief R.V. Watts presented the monthly Police Report. He explained Part 1 Crimes had a 22% decrease from this time last year. The department participated in five community events. He stated the Joint Operations Unit has been proactive and aggressive with drug cases in Monroe. They executed three search warrants and had a total of 14 arrests.

c. Approval – Out of State Training

Police Chief R.V. Watts requested approval to send Officer Ryan Gee and Officer Brandon Studdard to the Regional Counterdrug Training Academy. He stated the officers are in the Joint Operations Unit and are new to narcotics. The training will be held at the MS National Airforce Station from November 18 – 22, 2019 in Meridian, Mississippi. He explained there will be no cost for the training, lodging, or meals. The two officers will travel in one vehicle, and the only cost for the City will be a total of \$100.00 for the per diem.

The committee recommends to Council to allow Officer Ryan Gee and Officer Brandon Studdard to attend the Regional Counterdrug Training Academy in Meridian, Mississippi, November 18 – 22, 2019, for a total cost of \$100.00.

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

6. Planning & Code

a. Monthly Code Report

Mr. Darrell Stone presented the monthly Code Report. He stated there were eight new businesses and two businesses that closed, but one of those was a change in ownership. Silver Queen is working on the curbing and finishing up the building. They are looking to open around the first of the year. He stated the Dentist Office at 1190 West Spring Street is turning out to be a very nice building and layout.

7. Economic Development

a. Monthly Economic Development Report

Ms. Sadie Krawczyk presented the monthly Economic Development Report. She gave a recap from Fall Fest and the last Farmers Market. There will be a Chili Cookoff this weekend. She discussed the Georgia Writers' Project, which will be coordinated by Jessica Huggins. The Stroke of HOPE Fall Workday was last Saturday; they worked on three homes. Hodge Podge Antiques opened in their new location and Ebb & Flow Yoga has another location opening. Wing Foot Running will be celebrating their one-year anniversary on Saturday. She stated everyone is excited about the Light Display in Childers Park and the upcoming Christmas Parade.

8. Parks

a. Monthly Parks Report

City Administrator Logan Propes explained the parks have been on a 20-year lease to Walton County. He has been working with the County on the City taking the balance of the parks back. They will most likely hand the parks over to the City at the end of the year. He and Chris Bailey will be working on a transition and maintenance plan for basic safety concerns. The application has been submitted to the Department of Natural Resources for the Town Green and Rails to Trails Project. When the crews from Public Works finish helping with the Christmas Lights, they will be starting Phase 1 of the Athens Tech Project. Mr. Propes explained they have received the permit from the US Army Corp of Engineers for rehab of the stream in Childers Park; the work will be able to start the first part of next year.

III. ITEMS OF DISCUSSION

- 1. Application – Spirituous Liquors and Beer & Wine On-Premise Consumption – Silver Queen**
- 2. Application – Beer & Wine On-Premise Consumption – Just Wings of Georgia**

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

IV. ITEMS REQUIRING ACTION

1. Renewal – Health & Ancillary Insurance

Mr. Les Russell explained there have been a couple of large claims this year, and the plan is running at about 75% of the expected claims through October. This will require the City to take a little more risk on the renewal plan. Due to two potentially large claims, there will be two lasers this year. There will be a \$350,000 laser and a \$185,000 laser. He stated the policy will be changing from a 9-month plan to a yearly annual plan, which will be renewed on January 1 and go through December 31. The projections will be 9-months versus 12-months. The employee

premiums will not be raised this year for health insurance. The dental plan will be going from \$26.16 to 27.80 for employees.

Mr. Matt Bidwell, with MSI Benefits Group, reviewed the changes made last year. The City changed the insurance plan renewal date to January 1, employee deductions were made uniform, deductibles changed from \$500 to \$1,750, and deductibles could be lowered by employees participating in the wellness program. He explained there will be one administrative change in the 2020 plan; the medical deductible on physician charges will be eliminated. The deductible will be paid to the facility, which will reduce confusion on payments. Mr. Bidwell discussed the renewal offer, paid claim amounts, specific insurance, reinsurance, fixed claims, expected claims, and lasers in detail. He explained lasers are exposures on additional deductibles. There will be two exclusions or higher deductibles on two members within the group. The contract is for 9-months currently and starting January 1 it will turn into a 12-month contract. He stated the dental insurance rates are going up fractionally to adjust for the increase in dental premiums.

Council Member Larry Bradley wanted to verify employee premiums will not be raised, and the plan will pick up the additional costs.

Mr. Bidwell answered that to be correct.

Council and Mr. Propes further discussed lasers, premiums, budgetary amounts, and allocation.

To approve the plan as presented for renewal of the 2020 Health Insurance.

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

V. ADJOURN

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

MAYOR

CITY CLERK

The Mayor and Council met for a called meeting.

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

Absent:	Norman Garrett	Council Member
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Staff Present:	Danny Smith, Jeremiah Still, R.V. Watts, Bill Owens, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Darrell Stone, Chris Bailey, Les Russell, Chad Gravette
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Visitors:	Chau Nguyen
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I. CALL TO ORDER

Mayor Howard noted that Council Member Lee Malcom, Council Member Myoshia Crawford, Council Member Ross Bradley, Council Member Norman Garrett, and Council Member David Dickinson were absent. There was not a quorum.

Council Member David Dickinson, Council Member Lee Malcom, and Council Member Ross Bradley arrived during the discussion. There was a quorum.

II. DEPARTMENTAL BUDGETS

1. Electric & Telecom

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

2. Central Services

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

3. Fire

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

4. Human Resources

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

5. Planning & Development

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

6. Police

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

7. Solid Waste

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

8. Streets

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

9. Water, Sewer, Stormwater, & Natural Gas

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

10. General Fund Finance

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

11. Utility Finance

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

III. ADJOURN

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

MAYOR

CITY CLERK

The Mayor and Council met for a called meeting.

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

Staff Present: Beth Thompson, Beverly Harrison

Visitors: Danny Smith, R.V. Watts, Rodney Middlebrooks, Darrell Stone, Patrick Kelley, Chris Bailey, Les Russell, Alicia Goolsby, Paula Wilson, Amylee Dire, Terrie Giles, Kathleen Lewis, David Clemmons, Sharon Griffin, Sally Snipes, Felicia Durham, Sandy Wilson, Buster Thompson, Melissa Esterline, Ashley Reyes, Vashon Tuggle, Susan Rowe, Robert Rowe, Caitlin Talford

I. CALL TO ORDER – JOHN HOWARD

1. Roll Call

Mayor Howard noted that Council Member Lee Malcom was absent. There was a quorum.

Council Member Lee Malcom arrived at 5:16 pm.

II. NEW BUSINESS

1. Grievance Hearing – Alicia Goolsby

City Attorney Paul Rosenthal gave an overview of the process. He explained under the City of Monroe’s Personnel and Operational Policies and Procedures Manual, specifically Section 12 – Appeal and Grievance Procedures that Mayor and Council serves as the Grievance Committee for any personnel matters. Ms. Alicia Goolsby has filed a grievance, which has come up through the process. Prior to coming to Mayor and Council, the grievance goes to the Human Resources Director, and then to the City Administrator. If any employee is dissatisfied with that decision, then the matter can be appealed to a Grievance Committee, and this body serves as that Grievance Committee. He stated Ms. Goolsby filed a grievance with the City last month, and that is the purpose of this meeting which potentially serves as a hearing. While the hearing is not formalized like a Court of Law, it is still the concept whereby Ms. Goolsby has the opportunity to present evidence. The evidence received must be under oath. Mr. Rosenthal stated he will administer oaths for any witnesses. Then, on behalf of the administration he will have an opportunity to ask Ms. Goolsby and her witnesses questions. Members of this body will also have the opportunity to ask the witnesses questions. After Ms. Goolsby provides evidence, testimony, and information for the board to consider as the Grievance Committee, the City or the administration will have an opportunity to present witnesses and evidence addressing

the issues of the grievance. The same holds true that any evidence or testimony received from City employees or called witnesses will be under oath, and Ms. Goolsby will have the opportunity to ask the witnesses questions. Members of this board will also have the opportunity to ask the witnesses questions. At the conclusion, Ms. Goolsby will have the opportunity to make summation statements or closing arguments, and Mr. Rosenthal can do the same on behalf of the administration. Then, deliberations for Personnel Matters will be in Executive Session. The evidence of the Grievance Committee Hearing will be received in Open Session. Deliberations of the issue and any action chosen to be taken or not taken by the Grievance Committee will be deliberated in Executive Session, and any decisions will be rendered out of Executive Session. The decision does not have to be rendered today, but must be rendered within three days of this hearing.

Ms. Alicia Goolsby presented her testimony. She stated Monica Simmons told her she had the Customer Service Representative job, but Amylee Dire was in that office. She stated that Beth Thompson told her that there must be a misunderstanding, because Monica could not offer the job to anyone. Beth told her as the Department Head, she is the ultimate decision maker, and she would have to apply for the position if she was interested. She discussed the dates which the job was posted, removed, and reposted again. She explained various issues why she felt that she was being discriminated against, such as not receiving the promotion and the flex schedule requirement. She has been passed over for several positions. Ms. Goolsby presented copies of emails and played recorded conversations which she had with Les Russell and Beth Thompson. She stated that Beth Thompson removed herself from the interview process, and Sharon Griffin was on the interview panel instead. She did not feel that the testing applied to the job, and she did not understand why Sabrina Bennett was not on the interview panel instead of Sharon. Ms. Goolsby stated she feels as though she has been manipulated and lied to; she does not trust Beth Thompson.

City Attorney Paul Rosenthal, Council, and Ms. Goolsby discussed the issues of racial discrimination, hostility, retaliation, FMLA violations, and EEOC.

Motion to go into recess, until after the regularly scheduled November 12 Council Meeting.

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

Mr. Les Russell stated that he has been the Human Resources Director for the City since May of 2018 and in Human Resources since 1985. He discussed the job posting rules and the Customer Service Representative position. He stated that Monica Simmons did not have authority to do any hiring. He explained the interview process and the job specification form. Mr. Russell discussed Exhibits A, B, and C which consist of the interview evaluations completed by Sharon Griffin, Terri Giles, and himself. He explained the strength rating, administrative skills, and cumulative scores. Of the three participants, Amylee Dire had significantly higher scores. The written test, face-to-face interviews, and past work history were all taken into consideration. Mr. Russell stated he was not witness to any racial discrimination or irregularities in the selection process. The other two interviewees were both female, one was black, and one was white; they both have customer service knowledge. He stated there was not any sexual or racial bias.

City Attorney Paul Rosenthal, Council, and Ms. Goolsby further discussed the interview process, probation process, job performance forms, the score sheets, and performance evaluations.

No Action.

III. ADJOURN TO EXECUTIVE SESSION

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

Return to Regular Session

Based upon our discussion, I move that the committee take no action in respect to the grievance which will confirm the decision of the Human Resource Director and City Administrator to uphold the hiring of Ms. Dire and our determination is no discrimination occurred.

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

IV. ADJOURN

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

MAYOR

CITY CLERK

The Mayor and Council met for their regular meeting.

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

Staff Present: Danny Smith, Jeremiah Still, R.V. Watts, Bill Owens, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Darrell Stone, Patrick Kelley, Sadie Krawczyk, Chris Bailey, Beverly Harrison

Visitors: David Clemmons, Les Russell, Susan Rowe, Robert Rowe, Hilton Cash, Dawn Dalton, Tim Schnabel, George Baker III, Jacklyn Miller, Misty Dailey, Gerald Dailey, Izabella Cash, Andrew Williams, Buster Thompson, Terrie Giles, Paula Wilson, Amylee Dire, Melissa Esterline, Sharon Griffin, Sharon Crenshaw, Edwin Beckles, Caitlin Talford, Vashon Tuggle, Gina Chiang, Sally Snipes, Felicia Durham, Sandy Wilson, Kathleen Lewis, Ashley Reyes, Alicia Goolsby

I. CALL TO ORDER – JOHN HOWARD

1. Invocation

Pastor Edwin Beckles with First African Baptist (AB) Church gave the invocation.

2. Roll Call

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

3. Approval of Agenda

To approve the agenda as presented.

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

4. Approval of Consent Agenda

- a. October 1, 2019 Council Minutes
- b. October 8, 2019 Council Minutes
- c. October 8, 2019 Executive Session Minutes
- d. October 15, 2019 Planning Commission Minutes
- e. October 22, 2019 Historic Preservation Commission Minutes
- f. Approval – 2020 LMIG Application – To approve as presented. (Recommended for Council approval by Public Works Committee November 5, 2019)
- g. Approval – Out of State Training – To allow Officer Ryan Gee and Officer Brandon Studdard to attend the Regional Counterdrug Training Academy at the MS National Airforce Station in Meridian, Mississippi, November 18 – 22, 2019, for a total cost of \$100.00. (Recommended for Council approval by Public Safety Committee November 5, 2019)

To approve the consent agenda as presented.

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

II. PUBLIC PRESENTATION

1. Proclamation – National Hospice and Palliative Care Month

Mayor John Howard presented the Proclamation for National Hospice and Palliative Care Month to Ms. Dawn Dalton.

No Action.

2. Monroe Area High School Chorus

Ms. Sharon Crenshaw led the Monroe Area High School Chorus as they sang, “God Bless America” and “Bells of Christmas Medleys”. She invited everyone to the Christmas Program at the High School on December 9.

No Action.

III. PUBLIC FORUM

1. Public Comments

Mr. Tim Schnabel, of 744 Chimney Trace, discussed road repairs and resurfacing. He has been a private pilot for more than 50 years. He loves smooth air, not turbulence or a rough ride. Pot holes are rarely refilled smoothly and most paving projects are not smooth in the end. He discussed his morning route to the fitness center and how bumpy the roads are along the route. He stated the paving is incredibly insufficient and poor. He implored everyone to do better and take a higher level of pride. He suggested hiring someone to pave at night, for future paving.

IV. NEW BUSINESS

Council Member Ross Bradley recused himself.

1. Application – Spirituous Liquors and Beer & Wine On-Premise Consumption – Silver Queen

To approve the application.

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

2. Application – Beer & Wine On-Premise Consumption – Just Wings of Georgia

To approve the application.

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

V. ADJOURN

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

MAYOR

CITY CLERK

The Mayor and Council met for an Executive Session.

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

I. Call to Order – John Howard

1. Roll Call

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

II. Personnel Issue (s)

1. Personnel Matter

Personnel matters were discussed, including attorney-client discussions.

Based upon our discussion, I move that the committee take no action in respect to the grievance which will confirm the decision of the Human Resource Director and City Administrator to uphold the hiring of Ms. Dire and our determination is no discrimination occurred.

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

III. Adjourn to Regular Session

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

MAYOR

CITY CLERK

**MONROE PLANNING COMMISSION
MINUTES
November 19, 2019**

Present: Randy Camp, Kyle Harrison, David Butler, Mike Eckles, Rosalind Parks

Absent: None

Staff: Darrell Stone – Director of Planning and Development
Debbie Adkinson – Code Department Assistant

Visitors: Susan Gwin, Robert Gwin, Br Timothy Carson, Mike Conner, Shauna Mathias, Wesley Sisk

CALL TO ORDER by Chairman Mike Eckles at 5:28 pm

Chairman Eckles asked for any changes, corrections or additions to the October 15, 2019 minutes. Hearing none he entertained a motion. Parks made a motion to approve. Camp seconded. Motion carried. Minutes approved.

Chairman Eckles asked for a Code Officer Report
Stone stated there was none.

Public Hearing open 5:29 pm

The first item of business: is for petition #VAR-000034-2019 for a variance at 310 N Madison Avenue. The applicant Shauna & Clayton Mathias are requesting a variance of Section 700.1 Table 11, Lot Width Minimum to be 70 ft as opposed to 75 ft.

Chairman Eckles asked if there was anyone present to speak to the request.

The applicant Shauna Mathias spoke to the request. She explained the reason for the change in lot width being the plan to building two houses there.

Chairman Eckles asked for any opposition from the public. Hearing none he closed the Public Hearing @ 5:32 pm.

Chairman Eckles entertained a motion.

Harrison made a motion to approve.
Parks second. Motion carried.

Public Hearing open 5:33 pm

The second item of business: is for petition # PCOM-000035-2019 for a COA at 205 E Spring Street. The applicant, Brown Oil Company is requesting an approval for signs that will be updated for new logo and the bricking of the canopy columns.

Chairman Eckles asked for someone to speak to the request.

Wesley Sisk with Brown Oil Company spoke to the request. He stated they were planning to remove the 25 ft pylon sign that now stands in the corner of Midland and E Spring. The canopy signs will be led price signs.

Chairman Eckles asked staff if those signs were not in compliance. Stone stated the existing non-conforming sign will be removed and will greatly reduce the non-conformity into something a lot better, more visually appealing. Harrison asked about lighting for the logo signs. Sisk stated the signs would be internally lit as they are now.

Chairman Eckles asked if there were any opposition from the public. Hearing none he closed the Public Hearing 5:36 pm.

Chairman Eckles asked for a motion.

Camp made the motion to approve.
Parks second. Motion carried. COA Granted.

Public Hearing open 5:36 pm

The third item of business: is for petition # ZONE-000038-2019 for a Rezone and Annexation of 0 Hardwood Road. The applicant, Aubrey Conner is requesting to bring this piece of property into the city to build a house for her mother in law. The property is adjacent to a lot that is in the city.

Chairman asked for a Code Report on this request. Stone stated this is an annexation and rezone for the parcel at NM09B-031. It will not be an inclusion it will be contiguous. The only thing noted is that house plans will have to be approved separately by the code department and meet the current zoning which is R1 and requires 1600 sq. ft. house.

Chairman Eckles asked for anyone representing this request.

Mike Conner, husband of the owner spoke to the request. Wants to build a house for his mom so they can be on City Utilities for Water, Sewer and Gas. It will be cheaper for them to go this route. He is requesting R1 zoning and will adhere to the house size.

Chairman Eckles asked if there were any questions. Hearing none he asked for any opposition from the public.

Mrs. Gwin of Hardwood Road asked if this would bring in all parcels in.

Chairman Eckles stated no

Public Hearing closed 5:40 pm

Chairman Eckles entertained a motion.

Harrison made motion to approve.
Camp second. Motion Carried.

Old Business: Chairman Eckles expressed the appreciation for Kyle Harrison's job well done for the Planning and Zoning Commission. This is Kyle's last meeting as he has resigned his position on the Commission to move out of town. He will be sorely missed.

New Business: Tentative schedule for 2020 P&Z Meetings.
Chairman Eckles entertained a motion to agree to continue with the third Tuesday at 5:30 pm of each month for meetings.

Parks made the motion to approve.
Butler second. Motion Carried.

Chairman Eckles entertained a motion to adjourn.

Parks made a motion to adjourn.
Butler second. Meeting adjourned 5:43 pm

Historic Preservation Commission
Meeting Minutes
November 26, 2019

Present: Crista Carrell, Mitch Alligood, Marck Hammes

Absent: Susan Brown, Fay Brassie

Staff: Debbie Adkinson, Code Department Assistant
Darrell Stone, Director of Planning & Development

Visitors: Rene' Cardena, Doug & Deb Hammes

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

Chairman Alligood entertained a motion for approval of the minutes from October 22, 2019 Meeting. Carrell made a motion to approve. Hammes seconded. Motion Carried. Minutes approved.

The first item of business is an application for a COA for petition # HP-000040-2019 at 116 W Spring St. for changes to the façade with addition of 4 sconces, paint the building black and white and to add a new projecting sign of approximately 20 sq. ft. The applicant, Danlar Lighting is asking to add the sconces that will be lit from internal to show light above and below the sconces. The sign will hang from the existing frame.

Rene' Cardena spoke to the request and produced a sample of the sconce that would be used.

Chairman Alligood asked if there was any opposition to the changes. Hearing none he entertained a motion.

Hammes made a motion to approve. Carrell second.
Motion carried. COA granted.

Old Business: None

New Business: The Schedule for 2020 was discussed and it was agreed that the 4th Tuesday at 6:00 pm would continue in the new year.

Chairman Alligood entertained a motion to adjourn.

Carrell motion to adjourn. Hammes second.
Meeting adjourned at 6:05 pm



Downtown Development Authority

MINUTES

Thursday, September 12, 2019

8:00 AM

City Hall

CALL TO ORDER

Meeting called to order at 8:03 am.

ROLL CALL

PRESENT

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

CITY STAFF

Darrell Stone
Les Russell
Leigh Ann Walker
Sadie Krawczyk

APPROVAL OF PREVIOUS MEETING MINUTES

DDA August Minutes

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

APPROVAL OF FINANCIAL STATEMENTS

DDA July Financials

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

PUBLIC FORUM

Heather Drust

CITY UPDATE

City is in the application process for a GOSP grant for park development; there are also plans to apply for a Recreational Trail grant for Pilot park rehab - DDA will submit partner letters of support for each of these grants.

Childers Park work permit expected soon from Corps of Engineers; Athens Tech MOU for upgrading their field as a park has been signed.

COUNTY UPDATE

No update

COMMUNITY WORK PLAN & REPORTS

2019-2020 Community Work Plan

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

2019 DDA Budget vs. Actual

Amendment to the 2019 budget to increase the facade grant amount from \$12,000 to \$20,500 -

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

Parking

New maps are ready. After review, the board suggested a couple of minor edits. Staff will update the maps.

Infill Development

Documents are ready for signatures to extend the due dates with LR Burger that were approved at last month's meeting.

Epiphany and Timeless Events have announced their new locations in downtown.

New Entertainment Draws

A new fall concert and festival is being planned for the towngreen for Saturday, Nov. 16th, in partnership with Contractor's Co-Op at the Monroe Metro.

PROGRAMS

Events

The Sept. concert on the towngreen was a huge crowd and a great success. Feedback for more lighting and creating aisles will easily be added for future events.

Fall Fest and the Walton EMC Kickin' Cancer 5K will be coming up on Oct. 12th; GWA downtown 5K will take place on Sept. 29th.

Downtown Design

City is moving forward with ordering more trashcans for downtown. Corridor signs in the works for E. Spring at Brown Oil corner.

Farmers Market

Battle of the Burgers on 9/28 from 11:00 - 2:00 pm. Ticketed event in coordination with the Chamber of Commerce.

FUNDING

SPONSORSHIP - \$40,325.00 collected to date

FACADE GRANTS - none

COMMUNITY EVENT GRANTS - none

NEW BUSINESS

None.

ANNOUNCEMENTS:

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

ADJOURN

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



Downtown Development Authority

MINUTES

Thursday, October 10, 2019

8:00 AM

City Hall

CALL TO ORDER

Meeting was called to order at 8:04 am.

ROLL CALL

PRESENT

Chairman Lisa Anderson
Vice Chair Meredith Malcom
Secretary Andrea Gray
Board Member Mike Gray
Board Member Whit Holder
Board Member Charles Sanders

ABSENT

Board Member Wesley Sisk
City Council Representative Ross Bradley

CITY STAFF

Darrell Stone
Leigh Ann Walker
Sadie Krawczyk

COUNTY STAFF

Patrice Broughton

APPROVAL OF PREVIOUS MEETING MINUTES

September minutes approved -

Motion made by Board Member Gray, Seconded by Board Member Sanders.

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

DDA September Minutes

APPROVAL OF FINANCIAL STATEMENTS**August Financials Approved**

Motion made by Board Member Holder, Seconded by Vice Chair Malcom.

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

DDA August Financials

PUBLIC FORUM

Heather Drust

CITY UPDATE

Childers Park work has been cleared for construction; GOSP park grant will be submitted on 10/31/19 for Town Green and Rail-to-Trail development; N. Lumpkin has been relined; alleyway improvements will start soon on Court Street alley.

COUNTY UPDATE

America Recycles Day will be 11/16 with paint collection from 8 am to 12 pm.

COMMUNITY WORK PLAN &REPORTS**Parking**

Working on N. Lumpkin private parking lot as a pilot public-private-partnerhsip to activate downtown parking; new parking maps have been shared online

Infill Development

John's Supermarket expansion is underway; Walton Mill new event space will be under construction soon and Hodge Podge is scheduled to re-open in new space on 11/2; Grace Monroe has started construction on the Bold Springs campus

New Entertainment Draws

Planning has started for a new arts and antiques festival for next June; still working to confirm Dockdogs for April date.

PROGRAMS

Events

Fall Fest is coming up on Saturday, volunteers still needed; 5K run will be in the morning before the festival; Food Truck Friday lunch will be on 10/25; Christmas parade applications are online.

The board voted to allocate \$800 for the live Nativity display for one additional night during Candlelight Shopping. Motion made by Board Member Sanders, Seconded by Board Member Holder.

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

Downtown Design

planters are due for replanting; corridor sign planning is underway; new banner design is being worked on by MWCA

Farmers Market

Final market will be this Saturday, 10/12.

FUNDING

SPONSORSHIP - \$40,575.00 collected

FACADE GRANTS - None.

COMMUNITY EVENT GRANTS - None.

NEW BUSINESS

ANNOUNCEMENTS:

Next meeting scheduled, November 14th, at 8:00 am at Monroe City Hall.

Synovus Business After Hours will be held on 10/30 from 5-7 pm in the Radford Courtyard. South on Broad ribbon cutting is today at 4 pm.

ADJOURN

Motion made by Board Member Gray, Seconded by Board Member Sanders.

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



Convention and Visitors Bureau

MINUTES

Thursday, September 12, 2019

9:00 AM

City Hall

CALL TO ORDER

Meeting called to order at 9:00 am.

ROLL CALL

PRESENT

Chairman Lisa Anderson

Vice Chairman Meredith Malcom

Secretary Andrea Gray

Board Member Whit Holder

Board Member Charles Sanders

Board Member Wesley Sisk

City Council Representative Ross Bradley

ABSENT

Board member Mike Gray

STAFF

Darrell Stone

Les Russell

Leigh Ann Walker

Sadie Krawczyk

APPROVAL OF EXCUSED ABSENCES

APPROVAL OF MINUTES FROM PREVIOUS MEETING

CVB August Minutes

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

APPROVAL OF CURRENT FINANCIAL STATEMENTS

CVB July Financials

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

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

2019 CVB Budget vs. Actual

Reviewed. No changes needed.

Chairman's Report

None.

Director's Report

None.

OLD BUSINESS

Getting ready to film new commercials soon.

NEW BUSINESS

None.

ANNOUNCEMENTS

Next meeting will be October 10, 2019 at Monroe City Hall

None.

ADJOURN

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



Convention and Visitors Bureau

MINUTES

Thursday, October 10, 2019

9:00 AM

City Hall

CALL TO ORDER

Called to order at 8:52 am.

ROLL CALL

PRESENT

Chairman Lisa Anderson
Vice Chairman Meredith Malcom
Secretary Andrea Gray
Board member Mike Gray
Board Member Whit Holder
Board Member Charles Sanders

ABSENT

Board Member Wesley Sisk
City Council Representative Ross Bradley

CITY STAFF

Darrell Stone
Sadie Krawczyk
Leigh Ann Walker

APPROVAL OF EXCUSED ABSENCES

APPROVAL OF MINUTES FROM PREVIOUS MEETING

September minutes approved - Motion made by Board Member Holder, Seconded by Secretary Gray.

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

CVB September Minutes

APPROVAL OF CURRENT FINANCIAL STATEMENTS

August Financials approved -

Motion made by Board member Gray, Seconded by Vice Chairman Malcom.

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

CVB August Financials

Chairman's Report

No updates.

Director's Report

No updates.

OLD BUSINESS

Targeting early November for the commercial filming.

NEW BUSINESS

Looking at possibly doing a billboard along I-20 for the Arts & Antiques festival next June. We will get pricing prior to the next board meeting.

ANNOUNCEMENTS

Next meeting will be November 14, 2019 at Monroe City Hall.

ADJOURN

Motion made by Board Member Sanders, Seconded by Board Member Holder.

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



To: Airport Committee, City Council
From: Chris Bailey, Director of Central Services
Department: Airport
Date: 11/24/2019
Subject: Ground Lease – Hangar Build Site

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: L&M Aviation, LLC

Description:

This item is to request approval of a proposed ground lease agreement by L&M Aviation, LLC. The ground lease will be for an area adjacent to the existing t-hangars on Richard Parsons Drive and encompass approximately 17,500 sqft. This would be for the build of a 16-unit t-hangar which would then provide approximately \$174,600 to the Cy Nunnally Memorial Airport during the initial terms of the agreement in land lease revenue.

Background:

The City of Monroe has a total aircraft hangar lease capacity of 16 units with a waiting list of approximately 30 individuals. This increase would greatly benefit the airport and its efforts for grant funding in the future as the based aircraft number would increase by approximately 50 percent. The City is accepting of ground lease proposals for the build of this type of facility that will increase revenue, storage areas, airport traffic, fuel sales, etc.

Attachment(s):

- Lease Agreement – 11 pages
- Site Plan(s) – 2 pages

GROUND LEASE AGREEMENT

THIS GROUND LEASE AGREEMENT (hereinafter called "**Lease**") made and entered into this **DAY** day of **MONTH, YEAR**, by and between **THE CITY OF MONROE, GEORGIA** a political subdivision of the State of Georgia (hereinafter called "**Lessor**") and **[PROPER ENTITY]**, a Georgia Limited Liability company (hereinafter called "**Lessee**").

WITNESSETH

WHEREAS, Lessor is the owner of a tract of land lying and being in the city of Monroe, Walton County, Georgia, and being known as the Cy Nunnally Memorial Airport (hereinafter called "Airport"); and

WHEREAS, Lessee and Lessor are mutually desirous of entering into a Ground Lease for the use and occupancy of certain portions of the Airport in accordance with the terms and conditions contained in this Lease; and

WHEREAS, the Lessor has established an area adjacent to the Airport, with immediate access thereto, certain lots or parcels to be leased to businesses whose activities will contribute significantly to the Airport's viability and the general economy of the community; and

WHEREAS, the Lessee, upon application and after due investigation, is found to be a person, firm, or corporation whose business activities will promote and facilitate the services offered at the Airport, create new jobs and/or preserve existing jobs within the local economy;

NOW THEREFORE, for and in consideration of the respective promises and covenants herein contained and in further consideration of the payment of rent hereinafter stipulated, and of the terms and conditions herein set forth, the parties hereto do hereby agree as follows:

SECTION 1. LEASED PROPERTY

Lessor hereby leases to the Lessee, and the Lessee hereby rents and takes upon the terms and conditions which hereinafter appear, the unimproved real property consisting of approximately 17,500 square feet and being more particularly identified and outlined on the plat or drawing attached hereto as **Exhibit A** (hereinafter called "**Leased Property**") and incorporated herein by reference.

SECTION 2. TERM

- A. Term. The Initial Term of this Lease shall be for a period of fifty (50) years commencing on the date of execution of this Lease and, unless sooner terminated, expiring at 12:00 a.m. on the 50th anniversary thereof.
- B. Option Period. Lessee may, by giving to the Lessor at least ninety (90) days written notice prior to the expiration of this Lease, extend this Lease for an additional fifty (50) year lease period (hereinafter called "**Option Period**") upon the terms and conditions set forth in this Lease. The Option Period shall run from the day following the last day of the prior term or

extension to 12:00 a.m. on the 50th anniversary thereof. If the Lessee fails to give such timely written notice, then this Lease shall terminate and the parties shall have no further rights, duties or obligations hereunder other than obligations that are accrued but unsatisfied as of the date of termination.

- C. If Lessee holds over after the expiration of this lease term then he becomes a tenant at sufferance.

SECTION 3. POSSESSION OF LEASED PROPERTY

Lessor covenants to provide actual delivery of the Leased Property to the Lessee upon the date of execution of this Lease. Possession of the Leased Property by the Lessee shall and hereby does begin on the date of execution of this Lease. Lessor covenants that the Lessee shall and may peaceably and quietly have, hold and enjoy the Leased Property exclusively to it during the term hereof unless sooner cancelled as provided in this Lease.

SECTION 4. USE OF LEASED PROPERTY

- A. Use by Lessee.
- 1) Lessee shall use the Leased Property to store aircraft and for any other legal purposes, so long as Lessee warrants that the facility will be used strictly for aircraft and aeronautical related activities.
 - 2) Lessee shall not violate any assurances made by the Lessor to the Federal Aviation Administration (FAA).
- B. Ingress and Egress. Lessee shall have the right of airplane, motor vehicle and pedestrian ingress to, and egress from, the Leased Property, over and across the Airport. This right shall extend to the Lessee's employees, guests, invitees, licensees, agents, and patrons. The right includes the use of Airport roadways, including the use of common-use roadways and the use of common areas of the Airport, including runways, taxiways, aprons, roadways, and other conveniences for the take-off, taxiing, and landing of aircraft, so long as done so in compliance with all Airport rules and regulations.
- C. Parking. Lessee and Lessee's employees, guests, invitees, licensees, agents, and patrons shall have the right to the nonexclusive use of Airport parking areas, appurtenances and improvements subject to rules and regulations of the airport.

SECTION 5. STANDARD OPERATING PROCEDURES

Lessee agrees to follow all issued Standard Operating Procedures as adopted by the Airport and City of Monroe City Council. Those Standard Operating Procedures are to be followed as well by all tenants renting storage space and are the responsibility of the Lessee to enforce. The Lessor has authority to enforce all Standard Operating Procedures on Leased Property.

SECTION 6. RENT

- A. Lessee agrees to pay to the Lessor during the Initial Term for the use of the land described in Section 1, and for the rights and easements herein provided, a yearly rental charge as set forth below for the Leased Property, upon which the Lessee intends to erect a building,

payable in equal monthly installments on the first (1st) day of each month beginning **MONTH DAY, YEAR** and continuing on the first of each consecutive month thereafter during the term of this Lease.

- B. Lessee shall pay rent to Lessor, without notice or demand and without abatement, reduction, or set-off for any reason at the office of the airport manager or any other place that Lessor may hereafter designate in writing. The rent shall be payable at the following annual rates for the following periods of the lease:
 - 1) For the first fifty (50) years of the lease term, Lessee shall pay to Lessor an annual rent calculated at the rate of 10¢ per square foot of ground area leased, payable in twelve (12) equal monthly installments of \$145.50, due on the first day of each month.
 - 2) At the end of the first fifty (50) years of the lease term, rent shall be renewed with the Option Period for a rate of 10¢ per square foot to equal the original Term.
- C. All rent due under this article shall be paid by Lessee on a monthly basis, in advance, on the first business day of the first calendar month of Lessee's possession of the demised premises, and on the first day of each calendar month thereafter. All installments of rent shall be paid in lawful money of The United States. Rent installments unpaid for more than thirty (30) days shall bear interest at the rate of one and one-half (1.5%) percent per month, commencing on the date the rent was due and continuing until the installment is paid in full.
- D. Lessee covenants and agrees to construct, operate, and maintain its improvements upon the Leased Property in good order, condition, and repair, free from waste and nuisance. At all times, Lessee covenants to conform its business operations on the Leased Property to all requirements imposed by the Federal Aviation Administration (FAA) governing airport regulations of the Cy Nunnally Memorial Airport.
- E. The rent paid to Lessor in accordance with Section 5 of this Lease shall be net to Lessor. This means that in addition to the rent obligation called for herein, Lessee shall pay and be solely liable for all "operating costs" and "impositions" relating to the Leased Property as defined below.
 - 1) "Operating costs" shall include but shall not be limited to all expenses paid or incurred in connection with the following activities:
 - a. Repairs, maintenance, replacements, painting, and redecorating;
 - b. Landscaping and maintenance of outside areas;
 - c. Ice and snow removal;
 - d. Insurance, including premises liability;
 - e. Heating, ventilating, and air conditioning repair and maintenance; Water, sewer, gas, electricity, fuel oil, and other utilities;
 - f. Solid waste removal;
 - g. Supplies and sundries;
 - h. Sales or use taxes on supplies and services;
 - i. Cost of wages and salaries of all persons engaged in the operation, maintenance, and repair of the demised premises, including fringe benefits and social security taxes;
 - j. All other expenses, whether or not mentioned in this Lease, incurred in Lessee's operation of Leased Property.
 - 2) "Impositions" shall include all fines and levies that result from construction activities or the normal operation of the demised premises; all real and personal property taxes, assessments, and other governmental charges that are laid, assessed, levied, or imposed on Lessee's business operations on the Leased Property; or any lien that arises during

the time of this Lease on the Leased Property or on any improvements constructed thereon.

- F. Lessee shall NOT have the right to erect structures, buildings and other improvements on the Leased Property including parking areas, taxiways and aprons, without prior approval of all development and construction plans by the Lessor. In connection with any construction, Lessee may grade, level, and fill the land subject to approved topographical drawings prepared in compliance with applicable drainage, soil erosion and sedimentation control regulations, install roadways and walkways, and suitable landscaping. Lessor shall have no liability for any costs or expenses in connection with the construction or improvements on the Leased Property. Lessor shall assist Lessee in applying for and obtaining any permits required by the City of Monroe or other regulatory agencies for development, but the cost thereof shall be borne solely by the Lessee.

SECTION 7. DEFAULT OF LESSEE

It is mutually agreed that in the event the Lessee shall default in the payment of rent when due, and fails to cure said default within ten (10) days after receipt of written notice of said default from the Lessor; or if the Lessee shall be in default in performing any of the terms or provisions of this Lease (other than the provision requiring payment of rent), and fails to cure such default within thirty (30) days after receipt of written notice of default from the Lessor, the Lessor at its option may terminate this Lease by written notice to the Lessee; whereupon this Lease shall end. Upon such termination by the Lessor, the Lessee will at once surrender possession of the Leased Property to the Lessor and remove all of the Lessee's effects therefrom.

SECTION 8. UTILITIES

- A. Connection of Utilities. Lessor agrees to provide all utilities (water, sewer, electricity, gas, stormwater, internet, and cable television) to the boundary line of the Leased Property at the Lessee's sole expense prior to the initiation of construction by the Lessee. All meter fees, tap fees and connection fees shall be the responsibility of Lessee.
- B. Payment. It is understood and agreed that the rent as noted herein does not include payment for utilities. Lessee shall throughout the term of this Lease pay all utility bills which may accrue in the operation of the Lessee's business.

SECTION 9. TITLE

Lessor covenants that the Lessee has marketable title to the Leased Property and that the Leased Property is not subject to any liens, mortgages, or other encumbrances.

SECTION 10. TAXES

Lessee shall pay all other taxes or assessments that may be levied against the personal property of the Lessee.

SECTION 11. SUBLETTING

Lessee shall not sublease, transfer, or assign the Leased Property or any portion thereof prior to termination of this Lease without prior written approval of Lessor, which shall not be unreasonably withheld.

SECTION 12. TENANT STORAGE RATES

- A. Rate Minimum. Lessee shall not charge a rate for rental of hangar storage below that of the Lessor rates charged for other hangars located at the Airport. Rates shall be at a minimum the rates of the Lessor and updated accordingly as Lessor rates increase or decrease.
- B. Rate Maximum. Lessee shall have no ceiling on the rates for rental of hangar storage.

SECTION 13. INSURANCE

- A. To safeguard the interest of the Lessor, the Lessee at its sole cost and expense shall procure and maintain throughout the term of this Lease insurance protection for "all risk" coverage on the structure and improvements of which the Leased Property is a part, to the extent that they are covered in a sum equal to their replacement value. If said insurance company becomes financially incapable of performing under the terms of said policy, the Lessee shall promptly obtain a new policy issued by a financially responsible carrier.
 - 1) At all times during the lease term Lessee shall maintain, at its sole cost, comprehensive broad-form general public liability insurance against claims and liability for personal injury, death, and property damage arising from the use, occupancy, disuse, or condition of the demised premises and adjoining areas. The insurance shall be carried by a company authorized to transact business in the state of Georgia, acceptable to Lessor. In addition, the following conditions shall be met:
 - a. The insurance provided pursuant to this paragraph shall be in an amount no less than \$1,000,000.00 per occurrence and \$3,000,000.00 yearly aggregate. The insurance policy shall name both Lessor and Lessee as insureds.
 - b. The amounts of insurance shall be increased as Lessor may reasonably require from time to time to account for inflation or generally increased insurance settlements or jury verdicts.
 - 2) Lessee agrees to obtain construction liability insurance at all times when demolition, excavation, grading, or construction work is in progress on the demised premises. This insurance shall be carried by a company authorized to transact business in the state of Georgia, acceptable to Lessor, in amounts not less than \$1,000,000.00 per occurrence and \$3,000,000.00 annual aggregate. This insurance shall name both Lessor and Lessee as insureds.
 - 3) In satisfaction of the foregoing requirements, Lessee shall furnish to Lessor by delivery to the airport manager certificates of all insurance required by this Section 12. Each policy shall provide that the coverage is in full force and effect and may not be canceled unless written notice of intent to cancel has been given the insureds at least ten (10) days in advance. In the event of non-payment of premiums by the Lessee, Lessor may elect to pay the premiums and collect the amount thereof from Lessee as additional rent. Interest may be charged by Lessor on unpaid premiums paid hereunder at the rate of eighteen percent (18%) per annum.

- 4) Lessor shall not be liable for any loss, damage, or injury of any kind or character whatsoever to any person or property arising from any use of the demised premises or improvements, or caused by any defect in any building, structure, equipment, facility, or other improvements on the Leased Property, or caused by or arising from any act or omission of Lessee, or any of its agents, employees, licensees, or invitees, or by or from any accident, fire, or other casualty on the land, or occasioned by the failure of Lessee to maintain the Leased Property in safe condition. Lessee waives all claims and demands on its behalf against Lessor for any loss, damage, or injury and agrees to indemnify and hold Lessor entirely free and harmless from all liability for any loss, damage, or injury of other persons and from all costs and expenses arising from any claims or demands of other persons concerning any loss, damage, or injury caused other than by the negligent or intentional act or omission of Lessor.

SECTION 14. AIRPORT MANAGER

Lessor, through an Airport Manager, shall have the exclusive right and responsibility during the term of this Lease of managing and operating said Airport for civilian flying adjacent to the Leased Property, including the promulgating of such rules and regulations, including traffic rules, so that said Airport may be operated safely, efficiently and to the further end that all take offs, landings, taxiing, and flying in the immediate vicinity of the field shall be uniform for maximum safety.

SECTION 15. MAINTENANCE

- A. Lessee shall throughout the term of this Lease assume the entire responsibility, cost and expense, for all repair and maintenance on the Leased Property and all improvements thereon.
- B. Lessor shall maintain the runways, taxiways, aprons, roadways, and other conveniences for the take-off, taxiing and landing of aircraft in good repair. Lessor agrees to keep in good repair Airport parking areas, appurtenances, improvements, and hard surfaced public roads for access to the Leased Property. Lessor also agrees to maintain its water and sanitary sewer facilities in areas designated for utilities or easements adjacent to the Leased Property for access thereto by the Lessee.

SECTION 16. RUBBISH DISPOSAL

Lessee is responsible for the disposal of trash created by its occupancy and operations in the Leased Property. Trash shall not be allowed to accumulate but shall be disposed of in a reasonable time by the Lessee. Lessor shall provide standard type of residential or commercial trash container for the Lessee's use to be serviced by the Lessor at regular intervals, for normal utility charges.

SECTION 17. WAIVERS

No waiver by the Lessor or Lessee at any time of any of the terms, conditions, covenants or agreements of this Lease, or non-compliance therewith, shall be deemed or taken as a waiver at any time thereafter of the same or any other term, condition, covenant or agreement herein

contained. No term, condition, or covenant of this Lease can be waived except by written consent signed by the Lessor and Lessee.

SECTION 18. AMENDMENT TO THIS AGREEMENT

No subsequent alteration, amendment, change or addition to this Lease shall be binding upon the Lessor or Lessee unless reduced to writing and signed by the Lessor and Lessee.

SECTION 19. TERMINATION

- A. Lessee may cancel this Lease at any time, without penalty, if the Airport ceases to be used for public airport purposes.
- B. Lessee may cancel this Lease at any time, without penalty, if a court of competent jurisdiction issues an injunction which in any way substantially prevents or restrains the use of the Leased Property, or any part thereof necessary to the Lessee's business operations at the Airport, and which injunction remains in force for a period of at least thirty (30) days after the party against whom the injunction has been issued has exhausted or abandoned all appeals or one hundred twenty (120) days whichever is shorter, if such injunction is not necessitated by or issued as a result of an act or omission of Lessee.
- C. Lessee may cancel this Lease at any time, without penalty, upon the assumption by the United States Government, or any authorized agency thereof, of the operation, control or use of the Airport and its facilities, or any substantial part thereof, in such a manner as substantially to restrict the Lessee from operating its authorized Airport business for a continuous period of at least ninety (90) days.
- D. In the event that the improvements are completely destroyed or damaged in excess of fifty (50%) percent due to any cause whatsoever the Lessee may at its own expense repair, restore, or replace the destroyed improvements if Lessee deems it practical or advisable to do so and this lease will continue in full force and effect. If Lessee deems it impractical or inadvisable to repair, restore, replace the destroyed improvements, this lease shall terminate on sixty (60) days written notice to Lessor.
- E. Lessee shall not be permitted to mortgage or encumber Lessee's leasehold interest in the demised premises without the Lessor's written consent, which shall not be unreasonably withheld. In the event of default, Lessee's lender shall consent to give Lessor not less than thirty (30) days written notice prior to any foreclosure action, during which time, Lessor shall have the right, at its option, to purchase the promissory note and security instrument for the amount of the owing to the lender. Upon such purchase, Lessor shall move into the position of a secured lender with all rights thereof cumulative of any other rights and remedies afforded either under this Lease by law.
- F. Lessee's abandonment of the Leased Property either by failure to begin construction of improvements within six (6) months of the execution hereof or by failure to maintain a viable aviation-related business operation from the improvements for a period of three (3) months or greater shall constitute a default under this Lease. Filing of a petition in bankruptcy or insolvency by Lessee for reorganization or appointment of a receiver or trustee shall constitute a default under this lease. Any attempted assignment of Lessee's leasehold interest without the written consent and approval of the Lessor shall constitute an event of default under this Lease.

- G. In the event of any default by Lessee under this lease, Lessor may without further notice or demand elect to terminate Lessee's right of possession and enter upon the demised premises. This right of re-entry shall be cumulative of all other rights and remedies available to Lessor either under this lease or at law. Termination of this Lease or termination of Lessee's right of possession pursuant to this paragraph shall not relieve Lessee of its liability and obligation to pay rent and other charges accrued prior to these events or relieve Lessee of liability for damages for breach. These liabilities and obligations of Lessee shall survive any expiration or termination of this lease or any entry and possession by Lessor.
- H. Upon the termination of Lessee's right of possession under this Lease as set forth herein Lessor may retain, sell, or let any improvements, in whole or in part. Any structures, trade fixtures, equipment and personal articles remaining on the demised premises after the expiration date of the Lease, or any extension thereof, or after sixty (60) days following entry by Lessor hereunder shall be deemed abandoned and shall become the property of Lessor.

SECTION 20. SUCCESSORS AND ASSIGNS

The provisions of this Lease shall bind and inure to the benefit of the successors and assigns of the parties hereto.

SECTION 21. RELATIONSHIP BETWEEN THE PARTIES AND THIRD PARTIES

Lessor is neither a joint venture with nor a partner or associate of the Lessee with respect to any matter provided for in this Lease. Nothing herein contained shall be construed to create any such relationship between the parties or to subject the Lessor to any obligation of the Lessee whatsoever. Additionally, this Lease is made for the sole and exclusive benefit of the Lessor and Lessee, their successors and assigns, and is not made for the benefit of any third party.

SECTION 22. CONSENT NOT TO BE UNREASONABLY WITHHELD

Whenever consent or approval is required hereunder by either party, such consent is not to be unreasonably withheld, nor to be delayed for any unreasonable period of time.

SECTION 23. NOTICES

Any notice required to be given to the Lessor shall be in writing and sent certified mail, return receipt requested, to:

Attn: Airport Manager
City of Monroe
P.O. Box 1249
Monroe, Georgia 30655

Any notice required to be given to the Lessee shall be in writing and sent certified mail, return receipt requested, to:

PROPER ENTITY INFO

SECTION 24. SEVERABILITY

In the event any provision of this Lease is held to be unenforceable for any reason, the remainder of this Lease shall be in full force and effect and enforceable in accordance with its terms.

SECTION 25. HEADINGS

The headings contained herein are for convenience in reference and are not intended to define or limit the scope of any provisions of this Lease.

SECTION 26. EMPLOYMENT AND CONTRACTS

- A. As a condition of this lease, Lessee covenants and agrees that it will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, sex, age, or disability. Lessee will take affirmative efforts to comply in its employment practices with all requirements of equal opportunity in employment act.
- B. In the letting of contracts for construction of improvements on the demised premises Lessee further covenants that it will seek similar assurances from its contractors and their sub-contractors of equal employment opportunity practices and shall refrain from entering into any contract with a contractor debarred from constructing public work projects for failure to comply with equal employment opportunity practices.
- C. Lessee further covenants and agrees to conduct its programs, services, and activities on a non-discriminatory basis without regard to disability.

SECTION 27. INVALIDITY

If any term, covenant, or condition of this lease shall be invalid or unenforceable to any extent the remainder of the terms, covenants, and conditions of this lease shall remain in force and effect and shall in no way be affected, impaired, or invalidated.

SECTION 28. NO ESTATE

This lease and the term and estate granted by this lease or any part of this lease or the term or estate granted, may not be assigned or sublet without Lessor's written consent and approval.

SECTION 29. QUIET ENJOYMENT

Lessor covenants and agrees that Lessee on payment of the rent and other charges provided for in this lease and fulfillment of the obligations under the covenants, agreements, and conditions of this lease, shall lawfully and quietly hold, occupy and enjoy the demised premises during the lease term without any interference from anyone claiming through or under Lessor.

SECTION 30. TAXATION AND LICENSE

Lessee shall obtain all necessary licenses, permits, and certificates required by the City of Monroe as a condition or the right to conduct a business or profession from the demised

premises. Lessee acknowledges that rent paid to Lessor under this Lease is not in lieu of any required permits and licenses including occupational taxes, if any.

SECTION 31. ENTIRE AGREEMENT

This Lease contains the entire agreement of the parties hereto, and no representations, inducements, promises or agreements, oral or otherwise, between the parties, not embodied herein, shall be of any force or effect.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals the day and year first written above.

LESSOR
CITY OF MONROE, GEORGIA

Witness

John Howard, Mayor

Notary Public

Debbie Kirk, City Clerk

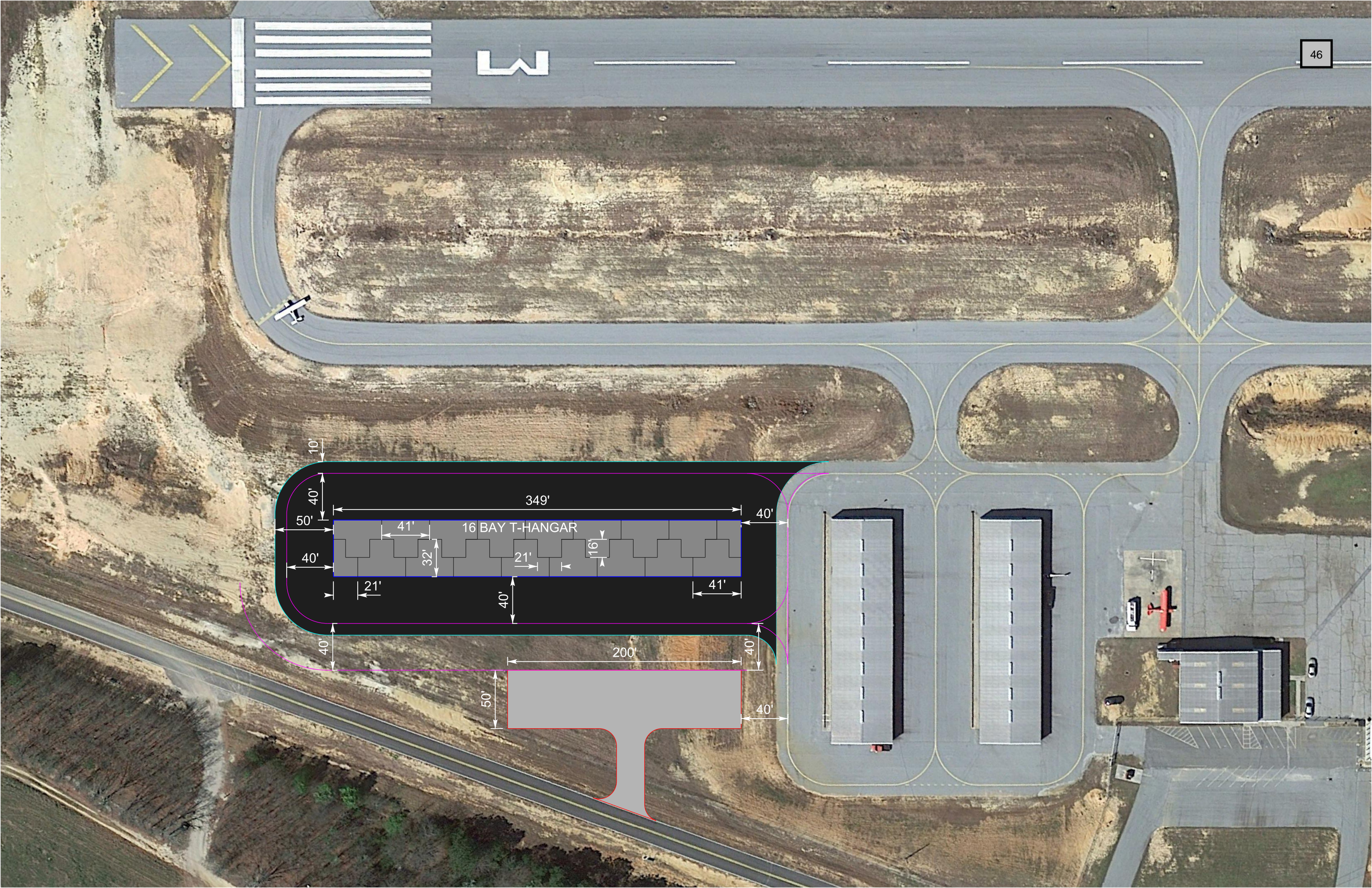
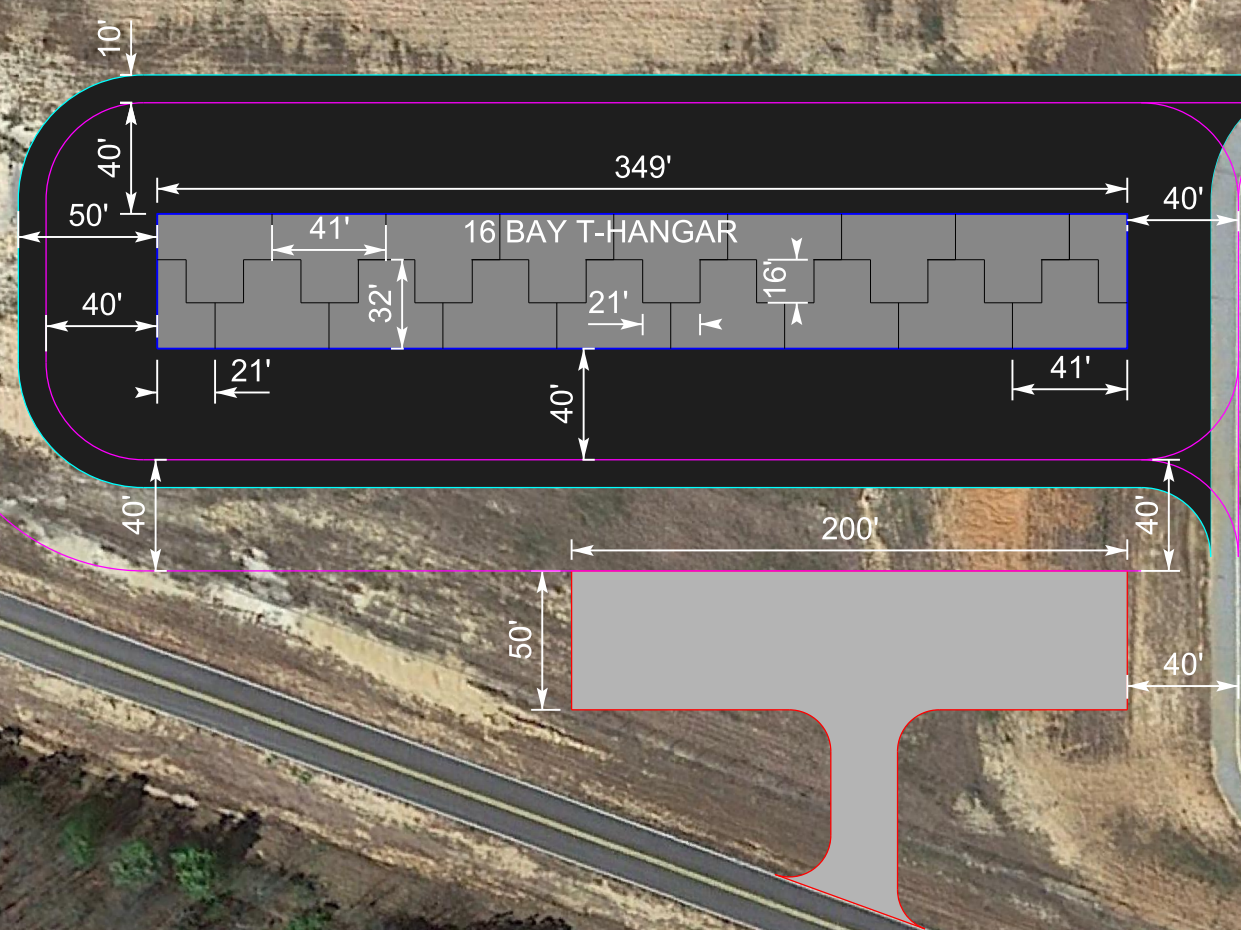
LESSEEE
ENTITY

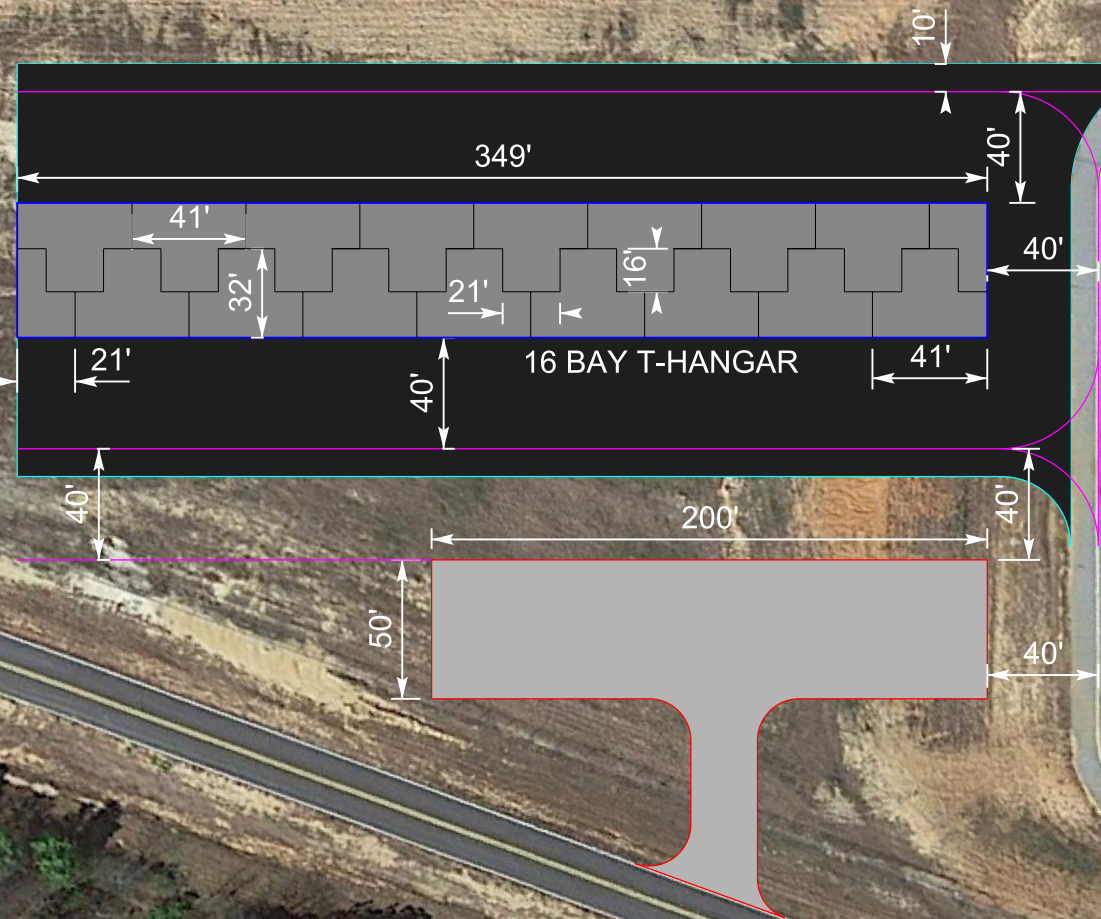
Witness

NAME

Notary Public

Title: _____







To: Public Works Committee
From: Logan Propes, City Administrator
Department: Administration
Date: 12/03/2019
Subject: Traffic Calming Features – East Church Street and Davis Street

Budget Account/Project Name: Traffic Calm

Funding Source: SPLOST 2019

Budget Allocation:	\$500,000	2019-2024 budget
Budget Available:	\$326,837.69	Current available funds
Requested Expense:	\$TBD	Company of Purchase: Keck & Wood

Description:

Approval is sought to have our on-call engineer provide project management and go to bid for the traffic calming features as designed.

Background:

Davis Street and Church Street have a history of significant speeding issues. Adding to the problems are continued heavy truck traffic as a cut through from Unisia Drive. The traffic calming models presented are aimed at deterring speeding and creating additional truck impediments to help prevent as much cut-through traffic by heavy trucks.

Bids will be brought back before City Council for award but the project will be managed by Keck & Wood.

Attachment(s): Project proposals

**EAST CHURCH STREET TRAFFIC CALMING
PROJECT COST ESTIMATE**

*City of Monroe
Project No. 191070.00*

GA. DOT ITEM NO.	PAY ITEMS DESCRIPTION	UNIT	UNIT PRICE	QUANTITY	PRICE
150-1000	TRAFFIC CONTROL -	LS	\$ 10,000.00	1	\$ 10,000.00
210-0100	GRADING COMPLETE -	LS	\$ 25,000.00	1	\$ 25,000.00
310-1101	GR AGGR BASE CRS, INCL MATL	TN	\$ 23.86	100	\$ 2,385.88
402-3130	RECYCLED ASPH CONC 12.5 MM SUPERPAVE, GP 2 ONLY, INCL BITUM MATL & H LIME	TN	\$ 200.00	120	\$ 24,000.00
413-0750	TACK COAT	GL	\$ 3.15	60	\$ 189.00
432-0206	MILL ASPH CONC PVMT, 1 1/2 IN DEPTH	SY	\$ 10.00	1250	\$ 12,500.00
441-0016	DRIVEWAY CONCRETE, 6 IN TK	SY	\$ 50.50	75	\$ 3,787.59
441-0104	CONC SIDEWALK, 4 IN	SY	\$ 40.00	75	\$ 3,000.00
441-5002	CONCRETE HEADER CURB, 6 IN, TP 2	LF	\$ 20.00	1200	\$ 24,000.00
441-5008	CONCRETE HEADER CURB, 6 IN, TP 7	LF	\$ 20.00	355	\$ 7,100.00
446-1100	PVMT REINF FABRIC STRIPS, TP 2, 18 INCH WIDTH	LF	\$ 4.94	1200	\$ 5,922.35
500-9999	CLASS B CONC, BASE OR PVMT WIDENING	CY	\$ 202.96	35	\$ 7,103.49
636-1036	HIGHWAY SIGNS, TP 1 MATL, REFL SHEETING, TP 11	SF	\$ 20.00	60	\$ 1,200.00
636-2070	GALV STEEL POSTS, TP 7	LF	\$ 10.00	120	\$ 1,200.00
653-6006	THERMOPLASTIC TRAF STRIPING, YELLOW	SY	\$ 4.36	165	\$ 718.69
654-1001	RAISED PVMT MARKERS TP 1	EA	\$ 3.71	306	\$ 1,136.17
900-0039	BRICK PAVERS	SF	\$ 13.00	525	\$ 6,825.00

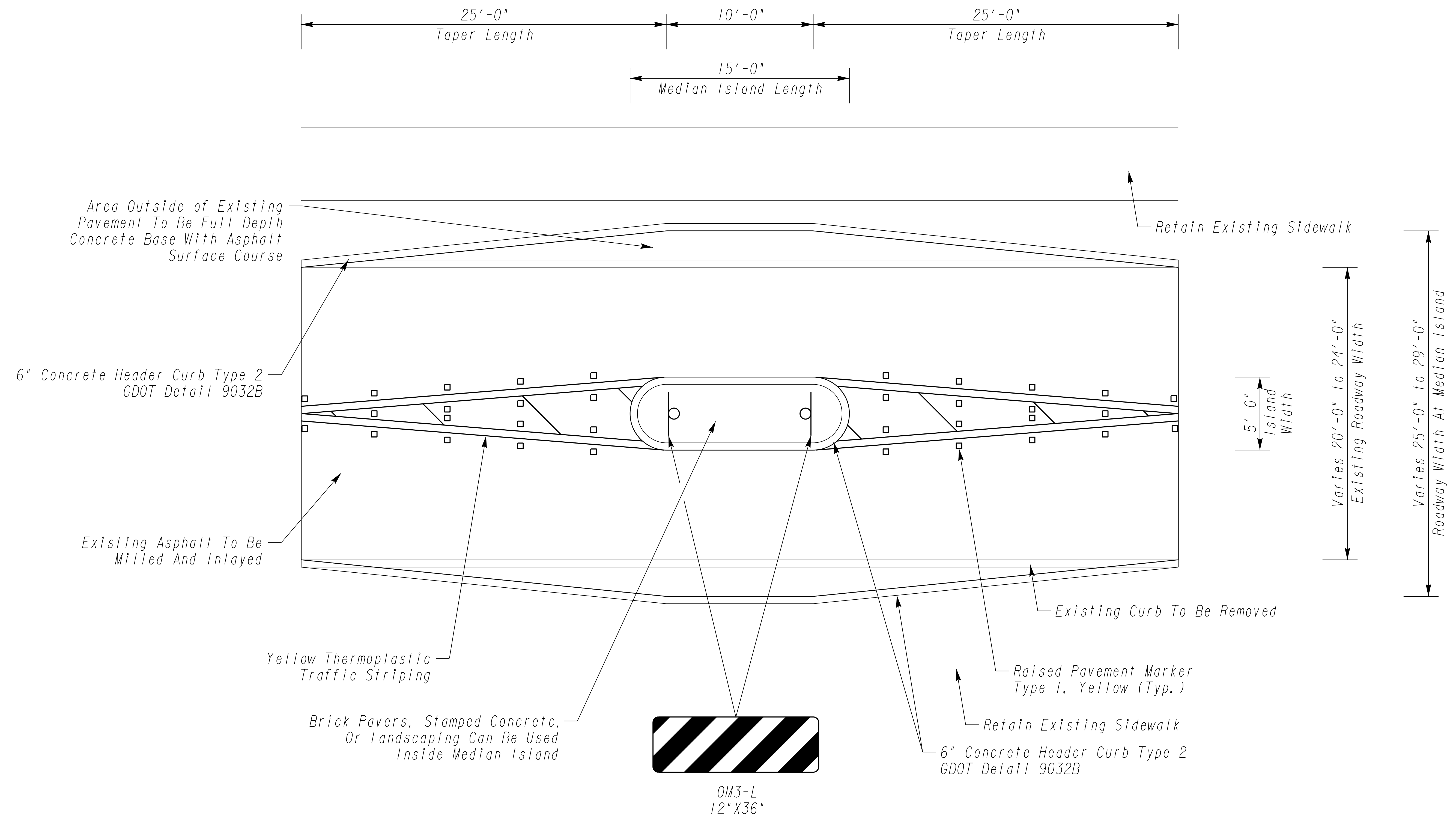
CONSTRUCTION SUB-TOTAL	\$ 136,068.17
ENGINEERING/BIDDING (10%)	\$ 13,606.82
CONTRACT ADMIN. (10%)	\$ 13,606.82
CONTINGENCY (10%)	\$ 16,328.18
TOTAL	\$ 179,609.99
TOTAL (ROUNDED)	\$180,000



TRAFFIC CALMING EXHIBIT

NOVEMBER 2019

EAST CHURCH STREET



NOT TO SCALE

MEDIAN ISLAND DETAIL
 CITY OF MONROE TRAFFIC CALMING

Keck+Wood
 COLLABORATION BY DESIGN
 3090 Premiere Parkway, Suite 200
 Duluth, GA 30097
 (678) 417-4000 keckwood.com

Since 1821
THE CITY OF Monroe

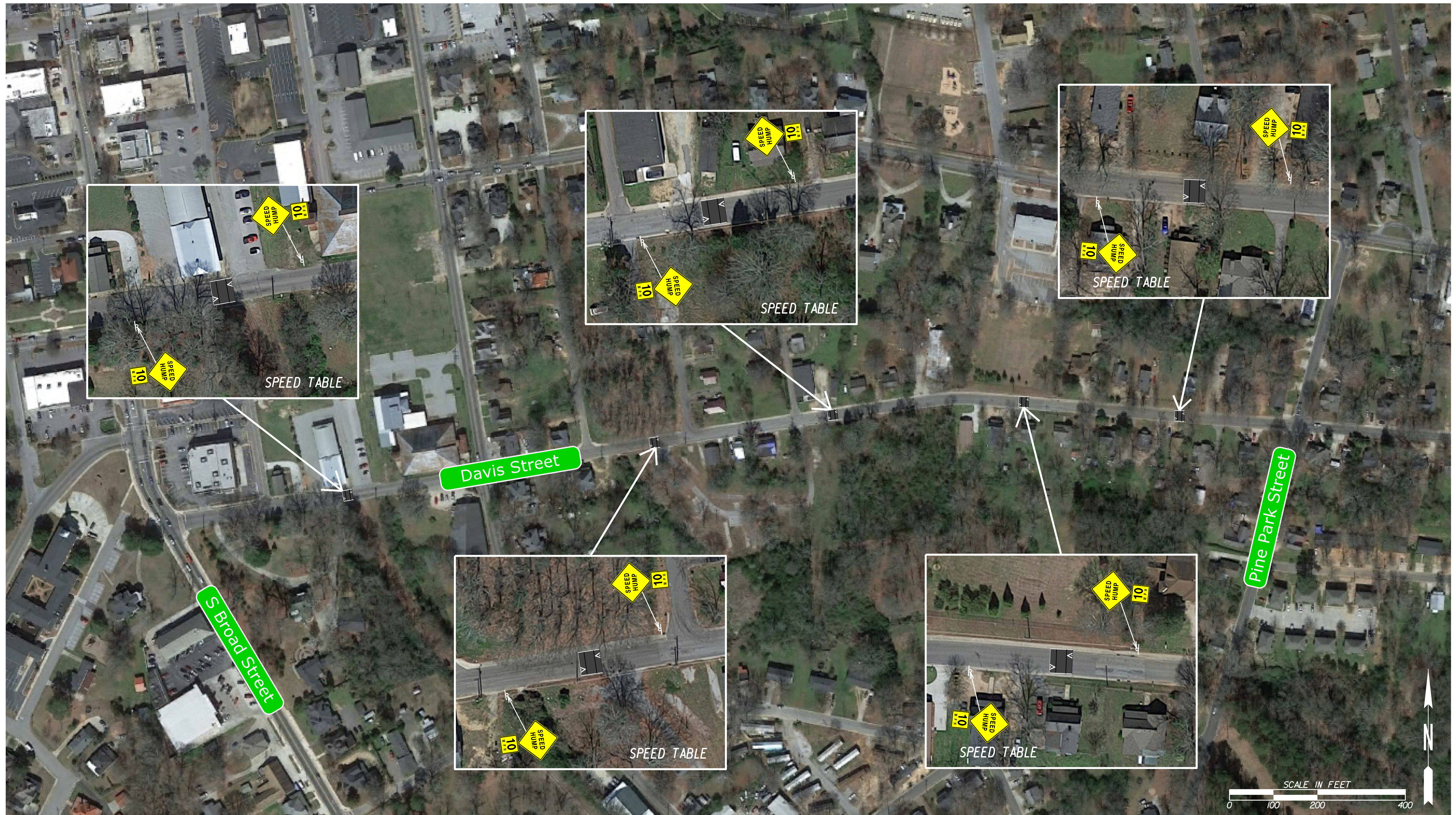
DAVIS STREET TRAFFIC CALMING PROJECT COST ESTIMATE

City of Monroe

Project No. 191070.00

GA. DOT ITEM NO.	PAY ITEMS DESCRIPTION	UNIT	UNIT PRICE	QUANTITY	PRICE
150-1000	TRAFFIC CONTROL -	LS	\$ 10,000.00	1	\$ 10,000.00
	SPEED TABLE	EA	\$ 5,000.00	5	\$ 25,000.00
636-1036	HIGHWAY SIGNS, TP 1 MATL, REFL SHEETING, TP 11	SF	\$ 20.00	85	\$ 1,700.00
636-2090	GALV STEEL POSTS, TP 9	LF	\$ 10.00	160	\$ 1,600.00

CONSTRUCTION SUB-TOTAL	\$ 38,300.00
ENGINEERING/BIDDING (5%)	\$ 1,915.00
CONTRACT ADMIN. (10%)	\$ 3,830.00
CONTINGENCY (10%)	\$ 4,404.50
TOTAL	\$ 48,449.50
TOTAL (ROUNDED)	\$50,000



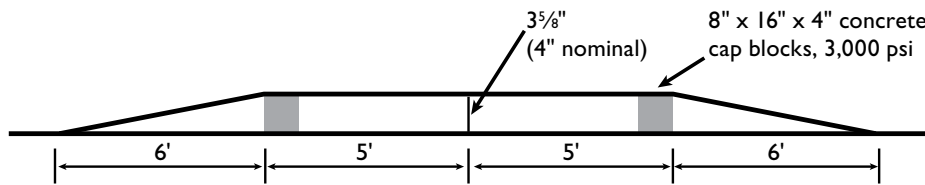
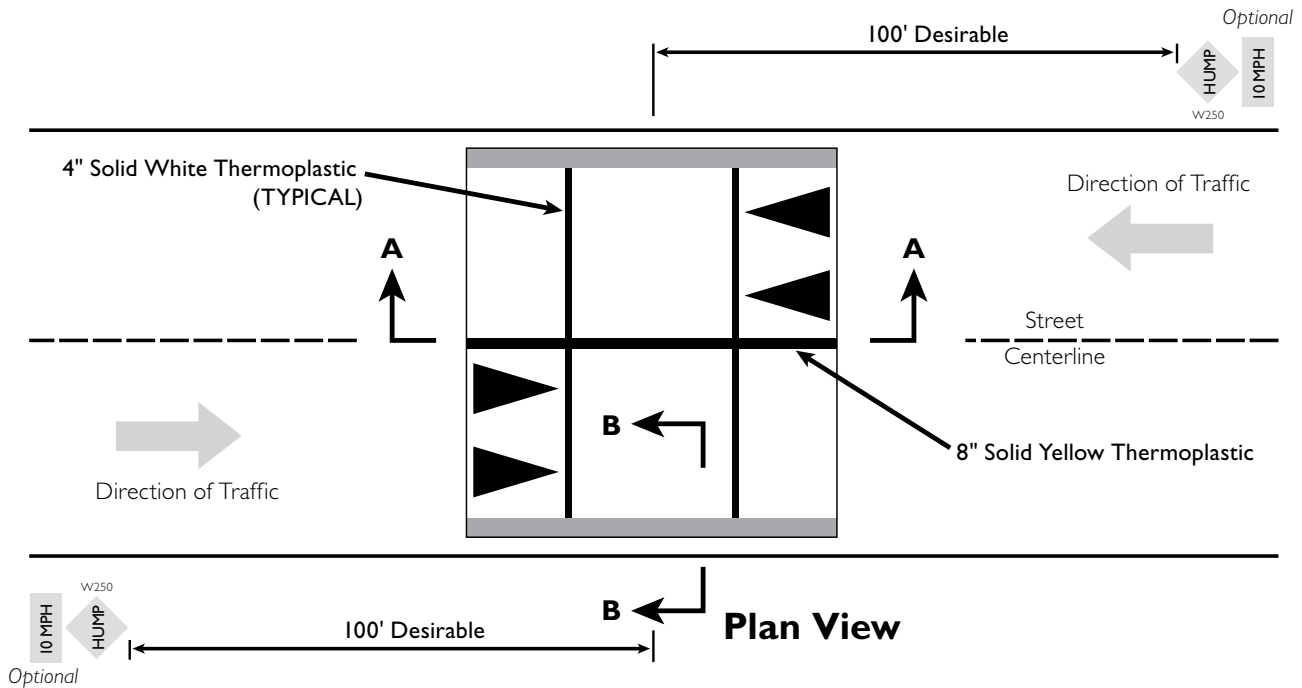
TRAFFIC CALMING EXHIBIT

NOVEMBER 2019

DAVIS STREET

Speed Humps Manual

Appendix D – Speed Table Construction

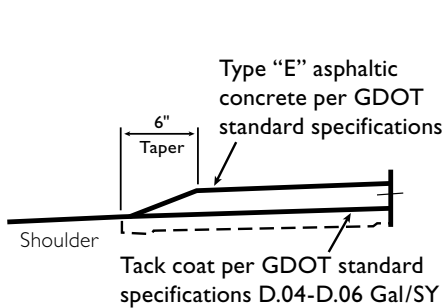


Section A-A

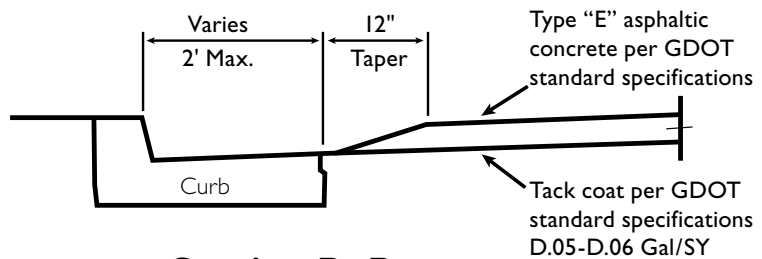
Taper shall be 6" for road widths of 22" or less

NOTES

1. Speed humps may only be placed on streets with grades less than 8%
2. Speed humps shall be installed on "two-pass" streets only to ensure residential traffic only will traverse them

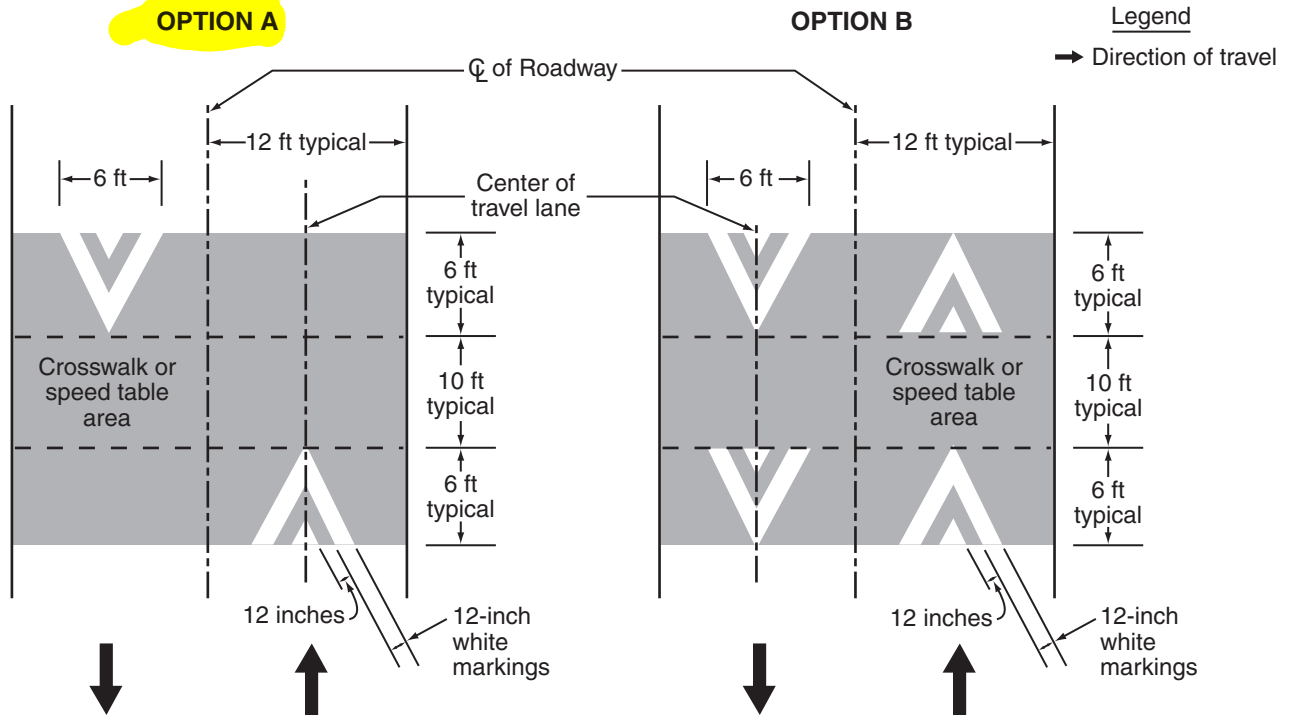


Shoulder detail for streets without curbs



Section B-B

Figure 3B-30. Pavement Markings for Speed Tables or Speed Humps with Crosswalks



Note: Optional crosswalk lines are not shown in this figure



To: Utilities Committee
From: Logan Propes, City Administrator, Rodney Middlebrooks, WSG
Department: Water
Date: 12/03/2019
Subject: Loganville Water Transmission Line

Budget Account/Project Name: Loganville Water

Funding Source: Utility CIP/City of Loganville/Potential bond proceeds

Budget Allocation:	\$0.00	
Budget Available:	\$0.00	
Requested Expense:	\$4,387,000	Company of Purchase: Mid-South Builders, Inc.

Description:

Approval is sought to award the low bid for construction of the water transmission line to Loganville to MID-SOUTH BUILDERS, INC. in the amount of \$4,142,000 and award the bid alternate of \$245,000 for trenching and laying fiber conduit along the same route.

Background:

In 2018 the City of Monroe reached an agreement with the City of Loganville to provide treated water to the city in an amount not less than 1 million gallons per day. In order to achieve this, a transmission line has been designed and engineered over the last two years and right-of-way has been acquired.

Back in 2017 when originally planned, the cost was estimated to be not less than \$3,200,000. With a significant increase in general construction costs, we of course expected bids to come in much higher than originally planned. The low bid construction of the transmission line is **\$4,142,000.00**. There was also an alternate bid by the company of **\$245,000.00** to lay fiber conduit with the build of this project.

Please note that a separate bid of **\$1,428,337.00** was placed for the build out pump station and meter vault by another firm (see next agenda item).

All cost will be split 50-50 with the City of Loganville.

Attachment(s):

Bid Results

Bid award letter (Mid-South Builders, Inc.)

Loganville-Monroe Agreement



**HaFSTADTER &
-NSOCIATES**

58

November 1, 2019

Mr. Logan Propes
City Administrator
City of Monroe
PO Box 1249
Monroe, GA 30655

RE: Water System Improvements
Loganville Connection
Division I
Monroe, GA
H&A File No. 5035-215-01

Dear Logan Propes:

By this letter, Hofstadter and Associates, Inc. recommends award to Mid-South Builders, Inc. with the base bid amount of \$4,142,000.00 and alternate bid of \$245,000.00. Hofstadter and Associates, Inc. will prepare contracts upon notice that the project has been awarded to Mid-South Builders, Inc. and will recommend proceeding with the project upon receipt of the executed contracts containing Payment Bond, Performance Bond and Proof of Insurance.

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

Sincerely,

HOFSTADTER AND ASSOCIATES, INC.



John B. Fry, Jr., P.E.
Project Engineer

JBF/amh

BID TABULATION SUMMARY

PROJECT: Monroe-Loganville Water Line Connection
Monroe, GA
H&A File No. Job #5035-215-01

ENGINEER: Hofstadter and Associates, Inc.
4571 Arkwright Road
Macon, GA 31210

BID OPENING: October 17, 2019

Division I

<u>Contractor</u>	<u>Base Bid Amount</u>	<u>Alternate Bid Amount</u>
Mid-South Builders, Inc.	\$ 4,142,000.00	\$ 245,000.00
Anderson Grading & Pipeline LLC	\$ 4,676,358.00	\$ 175,000.00
Legacy Water Group LLC	\$ 4,776,355.00	\$ 210,000.00
Griffin Brothers, Inc.	\$ 5,082,993.46	\$ 245,000.00
John D. Stephens, Inc.	\$ 5,709,025.00	\$ 350,000.00
The Dickerson Group, Inc.	\$ 7,143,874.00	\$ 1,050,000.00

Division II

<u>Contractor</u>	<u>Base Bid Amount</u>	<u>Alternate Bid Amount</u>
All-South Constructors, Inc.	\$ 1,428,337.00	\$ 232,000.00
Griffin Brothers, Inc.	\$ 1,447,451.14	\$ 405,813.20
P.F. Moon and Company, Inc.	\$ 1,817,000.00	\$ 266,000.00
Lakeshore Engineering, LLC	\$ 1,938,088.00	\$ 325,000.00

I hereby certify the foregoing as a true and accurate tabulation of bids received for the Monroe-Loganville Water Line Connection, Monroe, Georgia, on October 17, 2019 at 11:00 A.M.



John B. Fry, Jr., P.E. – Project Engineer

DIVISION I - WATER MAIN

I. SCHEDULE OF BID PROPOSAL

Bidder must fill in the unit prices in figures, make extensions of each item and total as indicated. For complete information concerning these items, see Plans and Specifications.

DIVISION I - WATER MAIN

EROSION CONTROL & WATER MAIN ITEMS

Item No.	Qty.	Unit	Description	Unit Price	Total Price
<u>EROSION CONTROL ITEMS</u>					
1005	100000	SY	163-0200 Temporary Grass	\$ 0.15	\$15,000.00
1015	10	EA	163-0300 Construct and Remove Construction Exits	\$0.01	\$0.10
1021	2000	LF	171-0010 Temporary Silt Fence, Type A	\$ 2.00	\$4,000.00
1023	15000	LF	171-0030 Temporary Silt Fence, Type C	\$3.00	\$45,000.00
1026	200	LF	643-8200 Barrier Fence (Orange), 4 Ft.	\$ 2.00	\$400.00
1040.1	20	AC	706-1003 Turf Establishment, TP. C	\$ 1,600.00	\$32,000.00
1040.2	1	AC	706-1003 Turf Establishment, TP. C (Sod Installation to match existing site, as Directed by Engineer)	\$35,000.00	\$35,000.00
1050	1000	CY	Gravel for Trench Stabilization & Other Miscellaneous Applications, as directed by Engineer	\$0.01	\$10.00
1055	250	TN	Miscellaneous Surface Gravel, as approved by Engineer	\$0.01	\$2.50

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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FURNISH & INSTALL WATER MAIN

NOTE: Installation work includes clearing & grubbing, trench excavation (all depth cuts), trench bedding, furnishing pipe material, pipe installation, backfilling, and surface repair (i.e., curb & gutter, sidewalk, asphalt pavement, fencing, grassing, & other surface features)

Miscellaneous Main

1110.1	20	LF	Furnish & Install 10" C900 PVC (Pressure Class 235, DR 18) Water Main	\$44.00	\$ 880.00
1110.2	20	LF	Furnish & Install 10" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main	\$ 52.00	\$ 1,040.00
1111	125	LF	Furnish & Install 10" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main, including Jack & Bore 16" Steel Casing w/ 0.250" Wall Thickness	\$260.00	\$ 32,500.00
1112	20	LF	Furnish & Install 12" C900 PVC (Pressure Class 235, DR 18) Water Main	\$ 48.00	\$960.00

Suction Main (STA. 247+60 -to- STA. 359+33)

Project Design & Permitting Requirements: Material and Installation Method, as listed

1220	20	LF	Furnish & Install 20" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main -- Below Grade Stream Crossing	\$ 80.00	\$1,600.00
1221	320	LF	Furnish & Install 20" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main, including Jack & Bore 30" Steel Casing w/ 0.312" Wall Thickness	\$480.00	\$153,600.00
1224	900	LF	Furnish & Install 24" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main via Horizontal Directional Drill	\$400.00	\$360,000.00
			- OR -		
			Furnish & Install 20" Fusible C905 PVC (Pressure Class 235, DR 18) Water Main via Horizontal Directional Drill		

Contractor's Option: Material Selection, with:

- Installation via Trench Excavation & Direct-Bury (Cut & Cover), or
- Installation via Horizontal Directional Drill

1230	10000	LF	Furnish & Install 24" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main	\$ 72.00	\$ 720,000.00
			- OR -		
			Furnish & Install 20" C905 PVC (Pressure Class 235, DR 18) Water Main		
			- OR -		
			Furnish & Install 20" Fusible C905 PVC (Pressure Class 235, DR 18) Water Main		

- Bid Items Continued (on next page) -

BP-5

Addendum No. 3

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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Discharge Main (STA. 0+47 -to- STA. 247+37)

Project Design & Permitting Requirements: Material and Installation Method, as listed

1316	20	LF	Furnish & Install 16" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main -- Below Grade Stream Crossing	\$ 74.00	\$1,480.00
1317	1680	LF	Furnish & Install 16" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main, including Jack & Bore 24" Steel Casing w/ 0.250" Wall Thickness	\$ 360.00	\$604,800.00
1318	580	LF	Furnish & Install 18" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main via Horizontal Directional Drill	\$ 295.00	\$171,100.00
			- OR -		
			Furnish & Install 16" Fusible C905 PVC (Pressure Class 236, DR 18) Water Main via Horizontal Directional Drill		

Contractor's Option: Material Selection, with:

- Installation via Trench Excavation & Direct-Bury (Cut & Cover), or
- Installation via Horizontal Directional Drill

1330	22500	LF	Furnish & Install 18" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main	\$ 58.50	\$1,316,250.00
			- OR -		
			Furnish & Install 16" C905 PVC (Pressure Class 235, DR 18) Water Main		
			Furnish & Install 16" Fusible C905 PVC (Pressure Class 236, DR 18) Water Main		

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
TRENCH PREPARATION for PIPE and STRUCTURE INSTALLATION (Items to be Authorized by Engineer, if needed)					
1611.1	500	CY	Trench Rock Removal (Base Charge)	\$60.00	\$30,000.00
1611.2	500	CY	Trench Rock Removal (Contractor's additional unit price charge above \$60.00/CY)	\$40.00	\$20,000.00
1615	125	CY	Surge Stone to Replace Unsuitable Trench Material (to be authorized by Engineer prior to work)	\$0.01	\$1.25
1620	3125	SF	Filter Fabric to Use with Surge Stone (to be authorized by Engineer prior to work)	\$0.01	\$31.25
1625	250	CY	Select Backfill Material (to be authorized by Engineer prior to work)	\$0.01	\$2.50

WATER SYSTEM ITEMS

1706	16	EA	6" MJ Gate Valve w/ Box	\$600.00	\$9,600.00
1710	2	EA	10" MJ Gate Valve w/ Box	\$1,720.00	\$3,440.00
1712	1	EA	12" MJ Gate Valve w/ Box	\$1,900.00	\$1,900.00
1716	12	EA	16" MJ Geared Butterfly Valve w/ Box (Class 250 psi) NOTE: Contractor shall substitute 18" MJ Geared Butterfly Valve (Class 250 psi) at no additional charge to fit HDPE pipeline	\$3,600.00	\$43,200.00
1720	6	EA	20" MJ Geared Butterfly Valve w/ Box (Class 250 psi) NOTE: Contractor shall substitute 24" MJ Geared Butterfly Valve (Class 250 psi) at no additional charge to fit HDPE pipeline	\$5,400.00	\$32,400.00
1745	Lump	LS	Fittings, including DI Fittings w/ Concrete Thrust Blocks; HDPE -to- DIP/PVC transition fittings (for all project pipe size transitions); and any miscellaneous fittings	\$ Lump Sum	\$306,702.00
1754	16	EA	Flush Hydrant Assembly	\$2,100.00	\$33,600.00
1764	17	EA	Air Release Valve, including manhole structure	\$6,500.00	\$110,500.00

- Bid Items Continued (on next page) -

BP-7

Addendum No. 3

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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CONNECTION ITEMS

1810	Lump	LS	Connect to Monroe Water System, 10"	\$ Lump Sum	\$1,000.40
1812	Lump	LS	Connect to Loganville Water System, 12"	\$ Lump Sum	\$1,000.00
1816	Lump	LS	Connect to Water Booster Pump Station Discharge Piping, 16"	\$ Lump Sum	\$1,000.00
1820	Lump	LS	Connect to Water Booster Pump Station Suction Piping, 20"	\$ Lump Sum	\$1,000.00
1825	Lump	LS	Connect to Delivery Meter Vault Site Piping (Inlet & Outlet), 16"	\$ Lump Sum	\$1,000.00

MISCELLANEOUS ITEMS

1999	Lump	LS	General Contingency Allowance	\$ Lump Sum	\$50,000.00
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TOTAL BID - DIVISION I - (Items 1001 - 1999)

\$4,142,000.00

TOTAL AMOUNT OF DIVISION I (*Water Main*) BID (LINE NO. 1001 THRU 1999)

Four Million One Hundred Forty Two Thousand & 00/100

4,142,000 Dollars

00/100 Cents \$ 4,142,000.00

DIVISION I – WATER MAIN

ADDITIVE ALTERNATIVE BID NO. 1BID PRICE -- MICRODUCT

These prices shall be used only at the discretion of the Owner. The Owner reserves the right to use, or not to use, the items listed below in lieu of the corresponding items found in the base bid.

The Contractor shall list below the unit price for each line item. Failure to provide the information may be considered by the Owner to be a non-responsive bid and may be rejected by the Owner.

The award of this contract will be determined by the Owner. The award may be based on either the Base Bid on BP-8, or on the Base Bid plus Additive Alternate Bid No. 1. The amount of consideration shall be at the sole discretion of the Owner.

ADDITIVE ALTERNATIVE BID -- Microduct

Item No.	Qty.	Unit	Description	Unit Price	Total Price
<i>Alternative Bid Items -- Microduct</i>					
1991	35000	LF	Install 7-Way HDPE Microduct NOTE: City of Monroe will furnish the material	\$7.00	\$ 245,000.00

DIVISION I – WATER MAIN**I. SCHEDULE OF BID PROPOSAL**

Bidder must fill in the unit prices in figures, make extensions of each item and total as indicated.
For complete information concerning these items, see Plans and Specifications.

DIVISION I - WATER MAIN**EROSION CONTROL & WATER MAIN ITEMS**

Item No.	Qty.	Unit	Description	Unit Price	Total Price
<i>EROSION CONTROL ITEMS</i>					
1005	100000	SY	163-0200 Temporary Grass	\$ 0.25	\$ 25,000.00
1015	10	EA	163-0300 Construct and Remove Construction Exits	\$ 1,900.00	\$ 19,000.00
1021	2000	LF	171-0010 Temporary Silt Fence, Type A	\$ 2.10	\$ 4,200.00
1023	15000	LF	171-0030 Temporary Silt Fence, Type C	\$ 3.65	\$ 54,750.00
1026	200	LF	643-8200 Barrier Fence (Orange), 4 Ft.	\$ 2.50	\$ 500.00
1040.1	20	AC	706-1003 Turf Establishment, TP. C	\$ 1,260.00	\$ 25,200.00
1040.2	1	AC	706-1003 Turf Establishment, TP. C (Sod Installation to match existing site, as Directed by Engineer)	\$ 39,220.00	\$ 39,220.00
1050	1000	CY	Gravel for Trench Stabilization & Other Miscellaneous Applications, as directed by Engineer	\$ 76.00	\$ 76,000.00
1055	250	TN	Miscellaneous Surface Gravel, as approved by Engineer	\$ 40.00	\$ 10,000.00

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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FURNISH & INSTALL WATER MAIN

NOTE: Installation work includes clearing & grubbing, trench excavation (all depth cuts), trench bedding, furnishing pipe material, pipe installation, backfilling, and surface repair (i.e., curb & gutter, sidewalk, asphalt pavement, fencing, grassing, & other surface features)

Miscellaneous Main

1110.1	20	LF	Furnish & Install 10" C900 PVC (Pressure Class 235, DR 18) Water Main	\$ 59.00	\$ 1,180.00
1110.2	20	LF	Furnish & Install 10" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main	\$ 177.00	\$ 3,540.00
1111	125	LF	Furnish & Install 10" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main, including Jack & Bore 16" Steel Casing w/ 0.250" Wall Thickness	\$ 316.00	\$ 39,500.00
1112	20	LF	Furnish & Install 12" C900 PVC (Pressure Class 235, DR 18) Water Main	\$ 186.00	\$ 3,720.00

Suction Main (STA. 247+60 -to- STA. 359+33)

Project Design & Permitting Requirements: Material and Installation Method, as listed

1220	20	LF	Furnish & Install 20" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main -- Below Grade Stream Crossing	\$ 555.00	\$ 11,100.00
1221	320	LF	Furnish & Install 20" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main, including Jack & Bore 30" Steel Casing w/ 0.312" Wall Thickness	\$ 675.00	\$ 216,000.00
1224	900	LF	Furnish & Install 24" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main via Horizontal Directional Drill	\$ 436.00	\$ 392,400.00
			- OR -		
			Furnish & Install 20" <i>Fusible</i> C905 PVC (Pressure Class 235, DR 18) Water Main via Horizontal Directional Drill		

Contractor's Option: Material Selection, with:

- Installation via Trench Excavation & Direct-Bury (Cut & Cover), or
- Installation via Horizontal Directional Drill

1230	10000	LF	Furnish & Install 24" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main	\$ 80.00	\$ 800,000.00
			- OR -		
			Furnish & Install 20" C905 PVC (Pressure Class 235, DR 18) Water Main		
			- OR -		
			Furnish & Install 20" <i>Fusible</i> C905 PVC (Pressure Class 235, DR 18) Water Main		

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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Discharge Main (STA. 0+47 -to- STA. 247+37)

Project Design & Permitting Requirements: Material and Installation Method, as listed

1316	20	LF	Furnish & Install 16" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main -- Below Grade Stream Crossing	\$ 436.00	\$ 8,720.00
1317	1680	LF	Furnish & Install 16" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main, including Jack & Bore 24" Steel Casing w/ 0.250" Wall Thickness	\$ 463.00	\$ 777,840.00
1318	580	LF	Furnish & Install 18" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main via Horizontal Directional Drill	\$ 361.00	\$ 209,380.00
			- OR -		
			Furnish & Install 16" Fusible C905 PVC (Pressure Class 235, DR 18) Water Main via Horizontal Directional Drill		

Contractor's Option: Material Selection, with:

- *Installation via Trench Excavation & Direct-Bury (Cut & Cover), or*
- *Installation via Horizontal Directional Drill*

1330	22500	LF	Furnish & Install 18" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main	\$ 60.00	\$ 1,350,000.00
			- OR -		
			Furnish & Install 16" C905 PVC (Pressure Class 235, DR 18) Water Main		
			- OR -		
			Furnish & Install 16" Fusible C905 PVC (Pressure Class 235, DR 18) Water Main		

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
TRENCH PREPARATION for PIPE and STRUCTURE INSTALLATION (Items to be Authorized by Engineer, if needed)					
1611.1	500	CY	Trench Rock Removal (Base Charge)	\$60.00	\$30,000.00
1611.2	500	CY	Trench Rock Removal (Contractor's additional unit price charge above \$60.00/CY)	\$ 60.00	\$ 30,000.00
1615	125	CY	Surge Stone to Replace Unsuitable Trench Material (to be authorized by Engineer prior to work)	\$ 76.00	\$ 9,500.00
1620	3125	SF	Filter Fabric to Use with Surge Stone (to be authorized by Engineer prior to work)	\$ 0.32	\$ 1,000.00
1625	250	CY	Select Backfill Material (to be authorized by Engineer prior to work)	\$ 34.00	\$ 8,500.00

WATER SYSTEM ITEMS

1706	16	EA	6" MJ Gate Valve w/ Box	\$ 1,355.00	\$ 21,680.00
1710	2	EA	10" MJ Gate Valve w/ Box	\$ 2,580.00	\$ 5,160.00
1712	1	EA	12" MJ Gate Valve w/ Box	\$ 2,990.00	\$ 2,990.00
1716	12	EA	16" MJ Geared Butterfly Valve w/ Box (Class 250 psi) NOTE: Contractor shall substitute 18" MJ Geared Butterfly Valve (Class 250 psi) at no additional charge to fit HDPE pipeline	\$ 5,090.00	\$ 61,080.00
1720	6	EA	20" MJ Geared Butterfly Valve w/ Box (Class 250 psi) NOTE: Contractor shall substitute 24" MJ Geared Butterfly Valve (Class 250 psi) at no additional charge to fit HDPE pipeline	\$ 6,810.00	\$ 40,860.00
1745	Lump	LS	Fittings, including DI Fittings w/ Concrete Thrust Blocks; HDPE -to- DIP/PVC transition fittings (for all project pipe size transitions); and any miscellaneous fittings	\$ Lump Sum	\$ 1.00
1754	16	EA	Flush Hydrant Assembly	\$ 9,200.00	\$ 147,200.00
1764	17	EA	Air Release Valve, including manhole structure	\$ 10,296.00	\$ 175,032.00

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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CONNECTION ITEMS

1810	Lump	LS	Connect to Monroe Water System, 10"	\$ Lump Sum	\$ 3,630.00
1812	Lump	LS	Connect to Loganville Water System, 12"	\$ Lump Sum	\$ 3,910.00
1816	Lump	LS	Connect to Water Booster Pump Station Discharge Piping, 16"	\$ Lump Sum	\$ 5,000.00
1820	Lump	LS	Connect to Water Booster Pump Station Suction Piping, 20"	\$ Lump Sum	\$ 5,120.00
1825	Lump	LS	Connect to Delivery Meter Vault Site Piping (Inlet & Outlet), 16"	\$ Lump Sum	\$ 8,445.00

MISCELLANEOUS ITEMS

1999	Lump	LS	General Contingency Allowance	\$ Lump Sum	\$50,000.00
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TOTAL BID - DIVISION I - (Items 1001 - 1999)

\$ 4,676,358.00

TOTAL AMOUNT OF **DIVISION I** (*Water Main*) **BID** (LINE NO. 1001 THRU 1999)

Four million, six hundred, seventy-six thousand, three hundred, fifty-eight and 00/100 dollars

_____ Dollars

_____ Cents **\$ 4,676,358.00**

DIVISION I – WATER MAIN

ADDITIVE ALTERNATIVE BID NO. 1

BID PRICE -- MICRODUCT

These prices shall be used only at the discretion of the Owner. The Owner reserves the right to use, or not to use, the items listed below in lieu of the corresponding items found in the base bid.

The Contractor shall list below the unit price for each line item. Failure to provide the information may be considered by the Owner to be a non-responsive bid and may be rejected by the Owner.

The award of this contract will be determined by the Owner. The award may be based on either the Base Bid on BP-8, or on the Base Bid plus Additive Alternate Bid No. 1. The amount of consideration shall be at the sole discretion of the Owner.

ADDITIVE ALTERNATIVE BID -- Microduct

Item No.	Qty.	Unit	Description	Unit Price	Total Price
<i>Alternative Bid Items – Microduct</i>					
1991	35000	LF	Install 7-Way HDPE Microduct NOTE: City of Monroe will furnish the material	\$ 5.00	\$ 175,00.00

BP-9

Addendum No. 3

DIVISION I – WATER MAIN**I. SCHEDULE OF BID PROPOSAL**

Bidder must fill in the unit prices in figures, make extensions of each item and total as indicated.
For complete information concerning these items, see Plans and Specifications.

DIVISION I - WATER MAIN**EROSION CONTROL & WATER MAIN ITEMS**

Item No.	Qty.	Unit	Description	Unit Price	Total Price
<u>EROSION CONTROL ITEMS</u>					
1005	100000	SY	163-0200 Temporary Grass	\$ 0 ²⁰	\$ 20 000 ⁻
1015	10	EA	163-0300 Construct and Remove Construction Exits	\$ 1370 ⁻	\$ 13 700 ⁻
1021	2000	LF	171-0010 Temporary Silt Fence, Type A	\$ 1 ³⁰	\$ 2 600 ⁻
1023	15000	LF	171-0030 Temporary Silt Fence, Type C	\$ 2 ⁵⁰	\$ 37 500 ⁻
1026	200	LF	643-8200 Barrier Fence (Orange), 4 Ft.	\$ 1 ²⁵	\$ 250 ⁻
1040.1	20	AC	706-1003 Turf Establishment, TP. C	\$ 1735 ⁻	\$ 34 700 ⁻
1040.2	1	AC	706-1003 Turf Establishment, TP. C (Sod Installation to match existing site, as Directed by Engineer)	\$ 44950 ⁻	\$ 44 950 ⁻
1050	1000	CY	Gravel for Trench Stabilization & Other Miscellaneous Applications, as directed by Engineer	\$ 52 ⁵⁰	\$ 52 500 ⁻
1055	250	TN	Miscellaneous Surface Gravel, as approved by Engineer	\$ 24 ⁻	\$ 6 000 ⁻

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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FURNISH & INSTALL WATER MAIN

NOTE: Installation work includes clearing & grubbing, trench excavation (all depth cuts), trench bedding, furnishing pipe material, pipe installation, backfilling, and surface repair (i.e., curb & gutter, sidewalk, asphalt pavement, fencing, grassing, & other surface features)

Miscellaneous Main

1110.1	20	LF	Furnish & Install 10" C900 PVC (Pressure Class 235, DR 18) Water Main	\$ 58 ⁻	\$ 1160 ⁻
1110.2	20	LF	Furnish & Install 10" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main	\$ 75 ⁻	\$ 1500 ⁻
1111	125	LF	Furnish & Install 10" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main, including Jack & Bore 16" Steel Casing w/ 0.250" Wall Thickness	\$ 315 ⁻	\$ 39 375 ⁻
1112	20	LF	Furnish & Install 12" C900 PVC (Pressure Class 235, DR 18) Water Main	\$ 64 ⁻	\$ 1280 ⁻

Suction Main (STA. 247+60 -to- STA. 359+33)

Project Design & Permitting Requirements: Material and Installation Method, as listed

1220	20	LF	Furnish & Install 20" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main -- Below Grade Stream Crossing	\$ 360 ⁻	\$ 7200 ⁻
1221	320	LF	Furnish & Install 20" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main, including Jack & Bore 30" Steel Casing w/ 0.312" Wall Thickness	\$ 590 ⁻	\$ 188 800 ⁻
1224	900	LF	Furnish & Install 24" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main via Horizontal Directional Drill	\$ 285 ⁻	\$ 256 500 ⁻
			- OR -		
			Furnish & Install 20" Fusible C905 PVC (Pressure Class 235, DR 18) Water Main via Horizontal Directional Drill		

Contractor's Option: Material Selection, with:

- Installation via Trench Excavation & Direct-Bury (Cut & Cover), or
- Installation via Horizontal Directional Drill

1230	10000	LF	Furnish & Install 24" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main	\$ 96 ⁻	\$ 960 000 ⁻
			- OR -		
			Furnish & Install 20" C905 PVC (Pressure Class 235, DR 18) Water Main		
			- OR -		
			Furnish & Install 20" Fusible C905 PVC (Pressure Class 235, DR 18) Water Main		

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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Discharge Main (STA. 0+47 -to- STA. 247+37)

Project Design & Permitting Requirements: Material and Installation Method, as listed

1316	20	LF	Furnish & Install 16" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main -- Below Grade Stream Crossing	\$ 295 ⁻	\$ 5900 ⁻
1317	1680	LF	Furnish & Install 16" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main, including Jack & Bore 24" Steel Casing w/ 0.250" Wall Thickness	\$ 455 ⁻	\$ 764400 ⁻
1318	580	LF	Furnish & Install 18" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main via Horizontal Directional Drill	\$ 220 ⁻	\$ 127600 ⁻
			- OR -		
			Furnish & Install 16" Fusible C905 PVC (Pressure Class 235, DR 18) Water Main via Horizontal Directional Drill		

Contractor's Option: Material Selection, with:

- *Installation via Trench Excavation & Direct-Bury (Cut & Cover), or*
- *Installation via Horizontal Directional Drill*

1330	22500	LF	Furnish & Install 18" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main	\$ 67 ⁻	\$ 1507500 ⁻
			- OR -		
			Furnish & Install 16" C905 PVC (Pressure Class 235, DR 18) Water Main		
			- OR -		
			Furnish & Install 16" Fusible C905 PVC (Pressure Class 235, DR 18) Water Main		

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
TRENCH PREPARATION for PIPE and STRUCTURE INSTALLATION (Items to be Authorized by Engineer, if needed)					
1611.1	500	CY	Trench Rock Removal (Base Charge)	\$60.00	\$30,000.00
1611.2	500	CY	Trench Rock Removal (Contractor's additional unit price charge above \$60.00/CY)	\$ 32 ⁻	\$ 16000 ⁻
1615	125	CY	Surge Stone to Replace Unsuitable Trench Material (to be authorized by Engineer prior to work)	\$ 52 ⁵⁰	\$ 6562 ⁵⁰
1620	3125	SF	Filter Fabric to Use with Surge Stone (to be authorized by Engineer prior to work)	\$ 130	\$ 4062 ⁵⁰
1625	250	CY	Select Backfill Material (to be authorized by Engineer prior to work)	\$ 29 ⁻	\$ 7250 ⁻

WATER SYSTEM ITEMS

1706	16	EA	6" MJ Gate Valve w/ Box	\$ 1355 ⁻	\$ 21680 ⁻
1710	2	EA	10" MJ Gate Valve w/ Box	\$ 2485 ⁻	\$ 4970 ⁻
1712	1	EA	12" MJ Gate Valve w/ Box	\$ 3165 ⁻	\$ 3165 ⁻
1716	12	EA	16" MJ Geared Butterfly Valve w/ Box (Class 250 psi) NOTE: Contractor shall substitute 18" MJ Geared Butterfly Valve (Class 250 psi) at no additional charge to fit HDPE pipeline	\$ 4660 ⁻	\$ 55920 ⁻
1720	6	EA	20" MJ Geared Butterfly Valve w/ Box (Class 250 psi) NOTE: Contractor shall substitute 24" MJ Geared Butterfly Valve (Class 250 psi) at no additional charge to fit HDPE pipeline	\$ 6800 ⁻	\$ 40800 ⁻
1745	Lump	LS	Fittings, including DI Fittings w/ Concrete Thrust Blocks; HDPE -to- DIP/PVC transition fittings (for all project pipe size transitions); and any miscellaneous fittings	\$ Lump Sum	\$ 140830 ⁻
1754	16	EA	Flush Hydrant Assembly	\$ 7800 ⁻	\$ 124800 ⁻
1764	17	EA	Air Release Valve, including manhole structure	\$ 10000 ⁻	\$ 170000 ⁻

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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CONNECTION ITEMS

1810	Lump	LS	Connect to Monroe Water System, 10"	\$ Lump Sum	\$ 5300 ⁻
1812	Lump	LS	Connect to Loganville Water System, 12"	\$ Lump Sum	\$ 4800 ⁻
1816	Lump	LS	Connect to Water Booster Pump Station Discharge Piping, 16"	\$ Lump Sum	\$ 5200 ⁻
1820	Lump	LS	Connect to Water Booster Pump Station Suction Piping, 20"	\$ Lump Sum	\$ 5600 ⁻
1825	Lump	LS	Connect to Delivery Meter Vault Site Piping (Inlet & Outlet), 16"	\$ Lump Sum	\$ 6000 ⁻

MISCELLANEOUS ITEMS

1999	Lump	LS	General Contingency Allowance	\$ Lump Sum	\$50,000.00
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TOTAL BID - DIVISION I - (Items 1001 - 1999)

\$ 4 776 355⁻

TOTAL AMOUNT OF **DIVISION I** (*Water Main*) **BID** (LINE NO. 1001 THRU 1999)

FOUR MILLION SEVEN HUNDRED SEVENTY SIX THOUSAND

THREE HUNDRED FIFTY FIVE

_____ Dollars

ZERO Cents \$ 4 776 355⁻

DIVISION I – WATER MAIN

ADDITIVE ALTERNATIVE BID NO. 1

BID PRICE -- MICRODUCT

These prices shall be used only at the discretion of the Owner. The Owner reserves the right to use, or not to use, the items listed below in lieu of the corresponding items found in the base bid.

The Contractor shall list below the unit price for each line item. Failure to provide the information may be considered by the Owner to be a non-responsive bid and may be rejected by the Owner.

The award of this contract will be determined by the Owner. The award may be based on either the Base Bid on BP-8, or on the Base Bid plus Additive Alternate Bid No. 1. The amount of consideration shall be at the sole discretion of the Owner.

ADDITIVE ALTERNATIVE BID -- Microduct

Item No.	Qty.	Unit	Description	Unit Price	Total Price
<i>Alternative Bid Items – Microduct</i>					
1991	35000	LF	Install 7-Way HDPE Microduct NOTE: City of Monroe will furnish the material	\$ 6 ⁻	\$ 210 000 ⁻

BP-9

Addendum No. 3

DIVISION I – WATER MAIN

I. SCHEDULE OF BID PROPOSAL

Bidder must fill in the unit prices in figures, make extensions of each item and total as indicated.
For complete information concerning these items, see Plans and Specifications.

DIVISION I - WATER MAIN

EROSION CONTROL & WATER MAIN ITEMS

Item No.	Qty.	Unit	Description	Unit Price	Total Price
<u>EROSION CONTROL ITEMS</u>					
1005	100000	SY	163-0200 Temporary Grass	\$.50 [¢]	\$ 50,000.00
1015	10	EA	163-0300 Construct and Remove Construction Exits	\$ 1,999.86	\$ 19,998.60
1021	2000	LF	171-0010 Temporary Silt Fence, Type A	\$ 1.32	\$ 2,640.00
1023	15000	LF	171-0030 Temporary Silt Fence, Type C	\$ 1.13	\$ 16,950.00
1026	200	LF	643-8200 Barrier Fence (Orange), 4 Ft.	\$ 1.55	\$ 310.00
1040.1	20	AC	706-1003 Turf Establishment, TP. C	\$ 3,200.00	\$ 64,000.00
1040.2	1	AC	706-1003 Turf Establishment, TP. C (Sod Installation to match existing site, as Directed by Engineer)	\$ 29,000.00	\$ 29,000.00
1050	1000	CY	Gravel for Trench Stabilization & Other Miscellaneous Applications, as directed by Engineer	\$ 36.94	\$ 36,940.00
1055	250	TN	Miscellaneous Surface Gravel, as approved by Engineer	\$ 37.77	\$ 9,442.50

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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FURNISH & INSTALL WATER MAIN

NOTE: Installation work includes clearing & grubbing, trench excavation (all depth cuts), trench bedding, furnishing pipe material, pipe installation, backfilling, and surface repair (i.e., curb & gutter, sidewalk, asphalt pavement, fencing, grassing, & other surface features)

Miscellaneous Main

1110.1	20	LF	Furnish & Install 10" C900 PVC (Pressure Class 235, DR 18) Water Main	\$ 64.84	\$ 1,296.80
1110.2	20	LF	Furnish & Install 10" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main	\$ 74.21	\$ 1,484.20
1111	125	LF	Furnish & Install 10" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main, including Jack & Bore 16" Steel Casing w/ 0.250" Wall Thickness	\$ 319.51	\$ 39,938.75
1112	20	LF	Furnish & Install 12" C900 PVC (Pressure Class 235, DR 18) Water Main	\$ 70.64	\$ 1,412.80

Suction Main (STA. 247+60 -to- STA. 359+33)

Project Design & Permitting Requirements: Material and Installation Method, as listed

1220	20	LF	Furnish & Install 20" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main -- Below Grade Stream Crossing	\$ 334.29	\$ 6,685.80
1221	320	LF	Furnish & Install 20" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main, including Jack & Bore 30" Steel Casing w/ 0.312" Wall Thickness	\$ 643.28	\$ 205,849.60
1224	900	LF	Furnish & Install 24" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main via Horizontal Directional Drill	\$ 348.16	\$ 313,344.00
			- OR -		
			Furnish & Install 20" Fusible C905 PVC (Pressure Class 235, DR 18) Water Main via Horizontal Directional Drill		

Contractor's Option: Material Selection, with:

- *Installation via Trench Excavation & Direct-Bury (Cut & Cover), or*
- *Installation via Horizontal Directional Drill*

1230	10000	LF	Furnish & Install 24" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main	\$ 72.44	\$ 724,400.00
			- OR -		
			Furnish & Install 20" C905 PVC (Pressure Class 235, DR 18) Water Main		
			- OR -		
			Furnish & Install 20" Fusible C905 PVC (Pressure Class 235, DR 18) Water Main		

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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Discharge Main (STA. 0+47 -to- STA. 247+37)

Project Design & Permitting Requirements: Material and Installation Method, as listed

1316	20	LF	Furnish & Install 16" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main -- Below Grade Stream Crossing	\$ 311.02	\$ 6,220.40
1317	1680	LF	Furnish & Install 16" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main, including Jack & Bore 24" Steel Casing w/ 0.250" Wall Thickness	\$ 484.82	\$ 814,497.60
1318	580	LF	Furnish & Install 18" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main via Horizontal Directional Drill	\$ 243.96	\$ 141,496.80
			- OR -		
			Furnish & Install 16" Fusible C905 PVC (Pressure Class 235, DR 18) Water Main via Horizontal Directional Drill		

Contractor's Option: Material Selection, with:

- *Installation via Trench Excavation & Direct-Bury (Cut & Cover), or*
- *Installation via Horizontal Directional Drill*

1330	22500	LF	Furnish & Install 18" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main	\$ 87.50	\$ 1,968,750.00
			- OR -		
			Furnish & Install 16" C905 PVC (Pressure Class 235, DR 18) Water Main		
			- OR -		
			Furnish & Install 16" Fusible C905 PVC (Pressure Class 235, DR 18) Water Main		

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
TRENCH PREPARATION for PIPE and STRUCTURE INSTALLATION (Items to be Authorized by Engineer, if needed)					
1611.1	500	CY	Trench Rock Removal (Base Charge)	\$60.00	\$30,000.00
1611.2	500	CY	Trench Rock Removal (Contractor's additional unit price charge above \$60.00/CY)	\$.01¢	\$ 5.00
1615	125	CY	Surge Stone to Replace Unsuitable Trench Material (to be authorized by Engineer prior to work)	\$ 56.94	\$ 7,117.50
1620	3125	SF	Filter Fabric to Use with Surge Stone (to be authorized by Engineer prior to work)	\$.22¢	\$ 687.50
1625	250	CY	Select Backfill Material (to be authorized by Engineer prior to work)	\$ 22.00	\$ 5,500.00

WATER SYSTEM ITEMS

1706	16	EA	6" MJ Gate Valve w/ Box	\$ 1,211.50	\$ 19,384.00
1710	2	EA	10" MJ Gate Valve w/ Box	\$ 2,077.50	\$ 4,155.00
1712	1	EA	12" MJ Gate Valve w/ Box	\$ 2,442.20	\$ 2,442.20
1716	12	EA	16" MJ Geared Butterfly Valve w/ Box (Class 250 psi) NOTE: Contractor shall substitute 18" MJ Geared Butterfly Valve (Class 250 psi) at no additional charge to fit HDPE pipeline	\$ 4,026.03	48,312.36 \$
1720	6	EA	20" MJ Geared Butterfly Valve w/ Box (Class 250 psi) NOTE: Contractor shall substitute 24" MJ Geared Butterfly Valve (Class 250 psi) at no additional charge to fit HDPE pipeline	\$ 5,543.59	\$ 33,261.54
1745	Lump	LS	Fittings, including DI Fittings w/ Concrete Thrust Blocks; HDPE -to- DIP/PVC transition fittings (for all project pipe size transitions); and any miscellaneous fittings	\$ 129,840.39 \$ Lump Sum	\$ 129,840.39 \$
1754	16	EA	Flush Hydrant Assembly	\$ 6,249.16	\$ 99,986.56
1764	17	EA	Air Release Valve, including manhole structure	\$ 10,316.31	\$ 175,377.27

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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CONNECTION ITEMS

1810	Lump	LS	Connect to Monroe Water System, 10"	4,871.70 \$ Lump Sum	\$ 4,871.70
1812	Lump	LS	Connect to Loganville Water System, 12"	4,476.51 \$ Lump Sum	\$ 4,476.51
1816	Lump	LS	Connect to Water Booster Pump Station Discharge Piping, 16"	3,643.88 \$ Lump Sum	\$ 3,643.88
1820	Lump	LS	Connect to Water Booster Pump Station Suction Piping, 20"	4,770.60 \$ Lump Sum	\$ 4,770.60
1825	Lump	LS	Connect to Delivery Meter Vault Site Piping (Inlet & Outlet), 16"	4,503.60 \$ Lump Sum	\$ 4,503.60

MISCELLANEOUS ITEMS

1999	Lump	LS	General Contingency Allowance	\$ Lump Sum	\$50,000.00
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TOTAL BID - DIVISION I - (Items 1001 - 1999)

5,082,993.46
\$

TOTAL AMOUNT OF **DIVISION I (Water Main) BID** (LINE NO. 1001 THRU 1999)

Five million eighty two thousand, nine hundred
ninety three dollars & 46/100

5,082,993 Dollars
.46¢ Cents

\$ 5,082,993.46

DIVISION I – WATER MAIN

ADDITIVE ALTERNATIVE BID NO. 1

BID PRICE -- MICRODUCT

These prices shall be used only at the discretion of the Owner. The Owner reserves the right to use, or not to use, the items listed below in lieu of the corresponding items found in the base bid.

The Contractor shall list below the unit price for each line item. Failure to provide the information may be considered by the Owner to be a non-responsive bid and may be rejected by the Owner.

The award of this contract will be determined by the Owner. The award may be based on either the Base Bid on BP-8, or on the Base Bid plus Additive Alternate Bid No. 1. The amount of consideration shall be at the sole discretion of the Owner.

ADDITIVE ALTERNATIVE BID -- Microduct

Item No.	Qty.	Unit	Description	Unit Price	Total Price
<i>Alternative Bid Items – Microduct</i>					
1991	35000	LF	Install 7-Way HDPE Microduct NOTE: City of Monroe will furnish the material	\$ 7.00	\$ 245,000. ⁰⁰

DIVISION I – WATER MAIN**I. SCHEDULE OF BID PROPOSAL**

Bidder must fill in the unit prices in figures, make extensions of each item and total as indicated. For complete information concerning these items, see Plans and Specifications.

DIVISION I - WATER MAIN**EROSION CONTROL & WATER MAIN ITEMS**

Item No.	Qty.	Unit	Description	Unit Price	Total Price
<u>EROSION CONTROL ITEMS</u>					
1005	100000	SY	163-0200 Temporary Grass	\$ 0.20	\$ 20,000-
1015	10	EA	163-0300 Construct and Remove Construction Exits	\$ 1,000-	\$ 10,000-
1021	2000	LF	171-0010 Temporary Silt Fence, Type A	\$ 1.95	\$ 3,900-
1023	15000	LF	171-0030 Temporary Silt Fence, Type C	\$ 3.30	\$ 49,500-
1026	200	LF	643-8200 Barrier Fence (Orange), 4 Ft.	\$ 2.00	\$ 400-
1040.1	20	AC	706-1003 Turf Establishment, TP. C	\$ 1,250-	\$ 25,000-
1040.2	1	AC	706-1003 Turf Establishment, TP. C (Sod Installation to match existing site, as Directed by Engineer)	\$ 39,000-	\$ 39,000-
1050	1000	CY	Gravel for Trench Stabilization & Other Miscellaneous Applications, as directed by Engineer	\$ 49-	\$ 49,000-
1055	250	TN	Miscellaneous Surface Gravel, as approved by Engineer	\$ 30-	\$ 7,500-

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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FURNISH & INSTALL WATER MAIN

NOTE: Installation work includes clearing & grubbing, trench excavation (all depth cuts), trench bedding, furnishing pipe material, pipe installation, backfilling, and surface repair (i.e., curb & gutter, sidewalk, asphalt pavement, fencing, grassing, & other surface features)

Miscellaneous Main

1110.1	20	LF	Furnish & Install 10" C900 PVC (Pressure Class 235, DR 18) Water Main	\$ 75 ⁻	\$ 1,500 ⁻
1110.2	20	LF	Furnish & Install 10" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main	\$ 90 ⁻	\$ 1,800 ⁻
1111	125	LF	Furnish & Install 10" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main, including Jack & Bore 16" Steel Casing w/ 0.250" Wall Thickness	\$ 290 ⁻	\$ 36,250 ⁻
1112	20	LF	Furnish & Install 12" C900 PVC (Pressure Class 235, DR 18) Water Main	\$ 80 ⁻	\$ 1,600 ⁻

Suction Main (STA. 247+60 -to- STA. 359+33)

Project Design & Permitting Requirements: Material and Installation Method, as listed

1220	20	LF	Furnish & Install 20" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main -- Below Grade Stream Crossing	\$ 325 ⁻	\$ 6,500 ⁻
1221	320	LF	Furnish & Install 20" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main, including Jack & Bore 30" Steel Casing w/ 0.312" Wall Thickness	\$ 575 ⁻	\$ 184,000 ⁻
1224	900	LF	Furnish & Install 24" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main via Horizontal Directional Drill	\$ 380 ⁻	\$ 342,000 ⁻
			- OR -		
			Furnish & Install 20" Fusible C905 PVC (Pressure Class 235, DR 18) Water Main via Horizontal Directional Drill		

Contractor's Option: Material Selection, with:

- Installation via Trench Excavation & Direct-Bury (Cut & Cover), or
- Installation via Horizontal Directional Drill

1230	10000	LF	Furnish & Install 24" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main	\$ 122.70 ⁻	\$ 1,227,000 ⁻
			- OR -		
			Furnish & Install 20" C905 PVC (Pressure Class 235, DR 18) Water Main		
			- OR -		
			Furnish & Install 20" Fusible C905 PVC (Pressure Class 235, DR 18) Water Main		

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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Discharge Main (STA. 0+47 -to- STA. 247+37)

Project Design & Permitting Requirements: Material and Installation Method, as listed

1316	20	LF	Furnish & Install 16" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main -- Below Grade Stream Crossing	\$ 305 ⁻	\$ 6,100 ⁻
1317	1680	LF	Furnish & Install 16" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main, including Jack & Bore 24" Steel Casing w/ 0.250" Wall Thickness	\$ 380 ⁻	\$ 638,400 ⁻
1318	580	LF	Furnish & Install 18" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main via Horizontal Directional Drill	\$ 300 ⁻	\$ 174,000 ⁻
			- OR -		
			Furnish & Install 16" Fusible C905 PVC (Pressure Class 235, DR 18) Water Main via Horizontal Directional Drill		

Contractor's Option: Material Selection, with:

- *Installation via Trench Excavation & Direct-Bury (Cut & Cover), or*
- *Installation via Horizontal Directional Drill*

1330	22500	LF	Furnish & Install 18" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main	\$ 101.70	\$ 2,288,250 ⁻
			- OR -		
			Furnish & Install 16" C905 PVC (Pressure Class 235, DR 18) Water Main		
			- OR -		
			Furnish & Install 16" Fusible C905 PVC (Pressure Class 235, DR 18) Water Main		

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
TRENCH PREPARATION for PIPE and STRUCTURE INSTALLATION (Items to be Authorized by Engineer, if needed)					
1611.1	500	CY	Trench Rock Removal (Base Charge)	\$60.00	\$30,000.00
1611.2	500	CY	Trench Rock Removal (Contractor's additional unit price charge above \$60.00/CY)	\$ 40 ⁻	\$ 20,000 ⁻
1615	125	CY	Surge Stone to Replace Unsuitable Trench Material (to be authorized by Engineer prior to work)	\$ 65 ⁻	\$ 8,125 ⁻
1620	3125	SF	Filter Fabric to Use with Surge Stone (to be authorized by Engineer prior to work)	\$ 2 ⁻	\$ 6,250 ⁻
1625	250	CY	Select Backfill Material (to be authorized by Engineer prior to work)	\$ 59 ⁻	\$ 14,750 ⁻

WATER SYSTEM ITEMS

1706	16	EA	6" MJ Gate Valve w/ Box	\$ 1,000 ⁻	\$ 16,000 ⁻
1710	2	EA	10" MJ Gate Valve w/ Box	\$ 1,700 ⁻	\$ 3,400 ⁻
1712	1	EA	12" MJ Gate Valve w/ Box	\$ 2,200 ⁻	\$ 2,200 ⁻
1716	12	EA	16" MJ Geared Butterfly Valve w/ Box (Class 250 psi) NOTE: Contractor shall substitute 18" MJ Geared Butterfly Valve (Class 250 psi) at no additional charge to fit HDPE pipeline	\$ 3,600 ⁻	48,200 ⁻ \$
1720	6	EA	20" MJ Geared Butterfly Valve w/ Box (Class 250 psi) NOTE: Contractor shall substitute 24" MJ Geared Butterfly Valve (Class 250 psi) at no additional charge to fit HDPE pipeline	\$ 5,000 ⁻	\$ 30,000 ⁻
1745	Lump	LS	Fittings, including DI Fittings w/ Concrete Thrust Blocks; HDPE -to- DIP/PVC transition fittings (for all project pipe size transitions); and any miscellaneous fittings	\$ Lump Sum	\$ 140,000 ⁻
1754	16	EA	Flush Hydrant Assembly	\$ 6,400 ⁻	\$ 102,400 ⁻
1764	17	EA	Air Release Valve, including manhole structure	\$ 6,000 ⁻	\$ 102,000 ⁻

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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CONNECTION ITEMS

1810	Lump	LS	Connect to Monroe Water System, 10"	\$ Lump Sum	\$ 4,000 ⁻
1812	Lump	LS	Connect to Loganville Water System, 12"	\$ Lump Sum	\$ 4,000 ⁻
1816	Lump	LS	Connect to Water Booster Pump Station Discharge Piping, 16"	\$ Lump Sum	\$ 7,000 ⁻
1820	Lump	LS	Connect to Water Booster Pump Station Suction Piping, 20"	\$ Lump Sum	\$ 7,000 ⁻
1825	Lump	LS	Connect to Delivery Meter Vault Site Piping (Inlet & Outlet), 16"	\$ Lump Sum	\$ 7,000 ⁻

MISCELLANEOUS ITEMS

1999	Lump	LS	General Contingency Allowance	\$ Lump Sum	\$50,000.00
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TOTAL BID - DIVISION I - (Items 1001 - 1999)

\$ 5,709,025.⁰⁰

TOTAL AMOUNT OF **DIVISION I** (*Water Main*) **BID** (LINE NO. 1001 THRU 1999)

Five million seven hundred nine
thousand twenty five —

_____ Dollars

_____ Cents

\$ 5,709,025.⁰⁰

DIVISION I – WATER MAIN

ADDITIVE ALTERNATIVE BID NO. 1

BID PRICE -- MICRODUCT

These prices shall be used only at the discretion of the Owner. The Owner reserves the right to use, or not to use, the items listed below in lieu of the corresponding items found in the base bid.

The Contractor shall list below the unit price for each line item. Failure to provide the information may be considered by the Owner to be a non-responsive bid and may be rejected by the Owner.

The award of this contract will be determined by the Owner. The award may be based on either the Base Bid on BP-8, or on the Base Bid plus Additive Alternate Bid No. 1. The amount of consideration shall be at the sole discretion of the Owner.

ADDITIVE ALTERNATIVE BID -- Microduct

Item No.	Qty.	Unit	Description	Unit Price	Total Price
<i>Alternative Bid Items – Microduct</i>					
1991	35000	LF	Install 7-Way HDPE Microduct NOTE: City of Monroe will furnish the material	\$ 10 ⁻	\$ 350,000 ⁻

DIVISION I – WATER MAIN**I. SCHEDULE OF BID PROPOSAL**

Bidder must fill in the unit prices in figures, make extensions of each item and total as indicated.
For complete information concerning these items, see Plans and Specifications.

DIVISION I - WATER MAIN**EROSION CONTROL & WATER MAIN ITEMS**

Item No.	Qty.	Unit	Description	Unit Price	Total Price
<i>EROSION CONTROL ITEMS</i>					
1005	100000	SY	163-0200 Temporary Grass	\$ 1.00	\$ 100,000.00
1015	10	EA	163-0300 Construct and Remove Construction Exits	\$ 3,500.00	\$ 35,000.00
1021	2000	LF	171-0010 Temporary Silt Fence, Type A	\$ 4.00	\$ 8,000.00
1023	15000	LF	171-0030 Temporary Silt Fence, Type C	\$ 4.50	\$ 67,500.00
1026	200	LF	643-8200 Barrier Fence (Orange), 4 Ft.	\$ 3.00	\$ 600.00
1040.1	20	AC	706-1003 Turf Establishment, TP. C	\$ 3,500.00	\$ 70,000.00
1040.2	1	AC	706-1003 Turf Establishment, TP. C (Sod Installation to match existing site, as Directed by Engineer)	\$ 50,000.00	\$ 50,000.00
1050	1000	CY	Gravel for Trench Stabilization & Other Miscellaneous Applications, as directed by Engineer	\$ 50.00	\$ 50,000.00
1055	250	TN	Miscellaneous Surface Gravel, as approved by Engineer	\$ 50.00	\$ 12,500.00

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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FURNISH & INSTALL WATER MAIN

NOTE: Installation work includes clearing & grubbing, trench excavation (all depth cuts), trench bedding, furnishing pipe material, pipe installation, backfilling, and surface repair (i.e., curb & gutter, sidewalk, asphalt pavement, fencing, grassing, & other surface features)

Miscellaneous Main

1110.1	20	LF	Furnish & Install 10" C900 PVC (Pressure Class 235, DR 18) Water Main	\$ 125.00	\$ 2,500.00
1110.2	20	LF	Furnish & Install 10" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main	\$ 175.00	\$ 3500.00
1111	125	LF	Furnish & Install 10" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main, including Jack & Bore 16" Steel Casing w/ 0.250" Wall Thickness	\$ 455.00	\$ 56,875.00
1112	20	LF	Furnish & Install 12" C900 PVC (Pressure Class 235, DR 18) Water Main	\$ 144.00	\$ 2,880.00

Suction Main (STA. 247+60 -to- STA. 359+33)

Project Design & Permitting Requirements: Material and Installation Method, as listed

1220	20	LF	Furnish & Install 20" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main -- Below Grade Stream Crossing	\$ 600.00	\$ 12,000.00
1221	320	LF	Furnish & Install 20" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main, including Jack & Bore 30" Steel Casing w/ 0.312" Wall Thickness	\$ 622.00	\$ 199,040.00
1224	900	LF	Furnish & Install 24" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main via Horizontal Directional Drill	\$ 512.00	\$ 460,800.00
			- OR -		
			Furnish & Install 20" Fusible C905 PVC (Pressure Class 235, DR 18) Water Main via Horizontal Directional Drill		

Contractor's Option: Material Selection, with:

- Installation via Trench Excavation & Direct-Bury (Cut & Cover), or
- Installation via Horizontal Directional Drill

1230	10000	LF	Furnish & Install 24" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main	\$ 135.00	\$ 1,350,000.00
			- OR -		
			Furnish & Install 20" C905 PVC (Pressure Class 235, DR 18) Water Main		
			- OR -		
			Furnish & Install 20" Fusible C905 PVC (Pressure Class 235, DR 18) Water Main		

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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Discharge Main (STA. 0+47 -to- STA. 247+37)

Project Design & Permitting Requirements: Material and Installation Method, as listed

1316	20	LF	Furnish & Install 16" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main -- Below Grade Stream Crossing	\$ 600.00	\$ 12,000.00
1317	1680	LF	Furnish & Install 16" ANSI/AWWA C150/A21.50 DIP (Pressure Class 350) Water Main, including Jack & Bore 24" Steel Casing w/ 0.250" Wall Thickness	\$475.00	\$ 798,000.00
1318	580	LF	Furnish & Install 18" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main via Horizontal Directional Drill	\$ 430.00	\$ 249,400.00
			- OR -		
			Furnish & Install 16" Fusible C905 PVC (Pressure Class 235, DR 18) Water Main via Horizontal Directional Drill		

Contractor's Option: Material Selection, with:

• Installation via Trench Excavation & Direct-Bury (Cut & Cover), or

• Installation via Horizontal Directional Drill

1330	22500	LF	Furnish & Install 18" ASTM F714 HDPE (Pressure Rating 160, DR 11) Water Main	\$ 118.55	\$ 2,667,375.00
			- OR -		
			Furnish & Install 16" C905 PVC (Pressure Class 235, DR 18) Water Main		
			- OR -		
			Furnish & Install 16" Fusible C905 PVC (Pressure Class 235, DR 18) Water Main		

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
TRENCH PREPARATION for PIPE and STRUCTURE INSTALLATION (Items to be Authorized by Engineer, if needed)					
1611.1	500	CY	Trench Rock Removal (Base Charge)	\$60.00	\$30,000.00
1611.2	500	CY	Trench Rock Removal (Contractor's additional unit price charge above \$60.00/CY)	\$ 65.00	\$ 32,500.00
1615	125	CY	Surge Stone to Replace Unsuitable Trench Material (to be authorized by Engineer prior to work)	\$ 55.00	\$ 6,875.00
1620	3125	SF	Filter Fabric to Use with Surge Stone (to be authorized by Engineer prior to work)	\$2.00	\$ 6,250.00
1625	250	CY	Select Backfill Material (to be authorized by Engineer prior to work)	\$ 38.00	\$ 9,500.00

WATER SYSTEM ITEMS

1706	16	EA	6" MJ Gate Valve w/ Box	\$ 1,800.00	\$ 28,800.00
1710	2	EA	10" MJ Gate Valve w/ Box	\$ 3,100.00	\$ 6,200.00
1712	1	EA	12" MJ Gate Valve w/ Box	\$ 3,500.00	\$ 3,500.00
1716	12	EA	16" MJ Geared Butterfly Valve w/ Box (Class 250 psi) NOTE: Contractor shall substitute 18" MJ Geared Butterfly Valve (Class 250 psi) at no additional charge to fit HDPE pipeline	\$ 4,500.00	\$ 54,000.00
1720	6	EA	20" MJ Geared Butterfly Valve w/ Box (Class 250 psi) NOTE: Contractor shall substitute 24" MJ Geared Butterfly Valve (Class 250 psi) at no additional charge to fit HDPE pipeline	\$ 12,500.00	\$ 75,000.00
1745	Lump	LS	Fittings, including DI Fittings w/ Concrete Thrust Blocks; HDPE -to- DIP/PVC transition fittings (for all project pipe size transitions); and any miscellaneous fittings	\$ Lump Sum	\$ 250,000.00
1754	16	EA	Flush Hydrant Assembly	\$ 8,755.00	\$ 140,080.00
1764	17	EA	Air Release Valve, including manhole structure	\$ 9,800.00	\$ 166,600.00

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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CONNECTION ITEMS

1810	Lump	LS	Connect to Monroe Water System, 10"	\$ Lump Sum	\$ 12,500.00
1812	Lump	LS	Connect to Loganville Water System, 12"	\$ Lump Sum	\$ 14,155.00
1816	Lump	LS	Connect to Water Booster Pump Station Discharge Piping, 16"	\$ Lump Sum	\$ 16,222.00
1820	Lump	LS	Connect to Water Booster Pump Station Suction Piping, 20"	\$ Lump Sum	\$ 17,500.00
1825	Lump	LS	Connect to Delivery Meter Vault Site Piping (Inlet & Outlet), 16"	\$ Lump Sum	\$ 16,222.00

MISCELLANEOUS ITEMS

1999	Lump	LS	General Contingency Allowance	\$ Lump Sum	\$50,000.00
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TOTAL BID - DIVISION I - (Items 1001 - 1999)

\$ 7,143,874.00

TOTAL AMOUNT OF **DIVISION I** (*Water Main*) **BID** (LINE NO. 1001 THRU 1999)

One million one hundred forty three thousand eight hundred seventy four dollars

7,143,874 Dollars

00 Cents \$ 7,143,874.00

DIVISION I – WATER MAIN

ADDITIVE ALTERNATIVE BID NO. 1

BID PRICE -- MICRODUCT

These prices shall be used only at the discretion of the Owner. The Owner reserves the right to use, or not to use, the items listed below in lieu of the corresponding items found in the base bid.

The Contractor shall list below the unit price for each line item. Failure to provide the information may be considered by the Owner to be a non-responsive bid and may be rejected by the Owner.

The award of this contract will be determined by the Owner. The award may be based on either the Base Bid on BP-8, or on the Base Bid plus Additive Alternate Bid No. 1. The amount of consideration shall be at the sole discretion of the Owner.

ADDITIVE ALTERNATIVE BID -- Microduct

Item No.	Qty.	Unit	Description	Unit Price	Total Price
<i>Alternative Bid Items – Microduct</i>					
1991	35000	LF	Install 7-Way HDPE Microduct NOTE: City of Monroe will furnish the material	\$ 30.00	\$ 1,050,000.00

BP-9

Addendum No. 3

STATE OF GEORGIA
COUNTY OF WALTON

WATER SERVICE AGREEMENT

THIS WATER SERVICE AGREEMENT (the “Agreement”) is made and entered into this 9 day of April, 2018 (the “Effective Date”) by and between the CITY OF MONROE, GEORGIA, a municipal corporation of the State of Georgia, by and through its Mayor and Council (hereinafter referred to as “Monroe” or the “City of Monroe”) and the CITY OF LOGANVILLE, GEORGIA, a municipal corporation of the State of Georgia, by and through its Mayor and Council (hereinafter referred to as “Loganville” or the “City of Loganville”) with the City of Monroe and the City of Loganville referred to collectively herein as the “Parties.”

WITNESSETH:

WHEREAS, the City of Monroe owns and operates a water supply distribution system with a capacity currently capable of serving its present customers and capable of supplying certain excess water; and,

WHEREAS, the City of Monroe will be capable of selling certain excess water capacity as stated hereinafter to the City of Loganville to supplement the City of Loganville’s water resources; and,

WHEREAS, the Parties hereto desire to enter into a contract for the sale and purchase of potable water between the Parties and to set forth the terms and conditions for the sale thereof; and,

WHEREAS, the City of Monroe desires currently to be a wholesale seller of water; and,

WHEREAS, the City of Monroe desires currently to sell wholesale potable water to the City of Loganville; and,

WHEREAS, the City of Loganville desires currently to purchase wholesale potable water from the City of Monroe;

NOW, THEREFORE, for and in consideration of the mutual promises contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto intend to be legally bound, and do agree as follows:

1. Allocation. The above recitals are made a part of this Agreement. The City of Monroe shall make available to the City of Loganville at certain points of delivery hereinafter defined, during the term of this Agreement or any renewal or extension thereof, potable water meeting applicable purity standards of the Georgia Department of Health, Georgia Department of Natural Resources and Environmental Protection Division in such quantity and at such prices as specified hereinafter in this Agreement.

2. Quantity of Water. Commencing on the first date that the City of Loganville begins to receive the Daily Minimum GPD as outlined hereinafter, and for ten (10) calendar years from that date (the “Initial Term”), and during all times as this Agreement may be extended or renewed as described herein, the City of Monroe agrees to make available to the City of Loganville at the designated points of delivery hereinafter defined, potable water in a quantity not less than One Million (1,000,000) gallons per day (“GPD”) (the “Daily Minimum GPD”) and not more than Two Million (2,000,000) GPD (the “Daily Maximum GPD”) as determined on a monthly basis, priced at certain tiered pricing as hereinafter defined, subject to the Monroe Priority Policy as hereinafter defined.

3. Monroe Priority Policy.

Should the City of Monroe decide for any reason that provision to the City of Loganville of the amounts of water called for in Paragraph 2 or Paragraph 11 would cause a

shortage or decrease in the capacity of the City of Monroe to provide water to the City of Monroe customers, or said shortage or decrease would negatively impact the customary reserve or processing levels of the City of Monroe water supply, then the City of Monroe in its sole discretion shall be permitted to reduce the amount of water provided to the City of Loganville (the “Reduced GPD”) to an appropriate level as determined by the City of Monroe, this reduction being known as the “Monroe Priority Policy.” The City of Monroe shall provide thirty (30) days’ written notice to the City of Loganville of the City of Monroe’s intent to implement the Monroe Priority Policy, excepting emergency situations.

4. Points of Delivery and Pressure. The City of Monroe and the City of Loganville have or shall have points of delivery designated at the following locations:

- a. A point of delivery/metering location as agreed upon by the parties located within one (1) mile of Between, Georgia, at a mutually serviceable location (the “Meter Point”).

Each Party attests that, by the execution of this Agreement, there are no other known points of delivery aside from the points of delivery stated hereinabove between the City of Monroe and the City of Loganville to be utilized as of the date of the execution of this Agreement. Each Party agrees to notify the other Party in writing immediately if points of delivery, in addition to the ones stated above, are found by such party subsequent to the execution of this Agreement. In such case, the City of Monroe and the City of Loganville will endeavor to mutually determine the quantity of water that has been supplied through such delivery point(s) and the City of Monroe shall bill the City of Loganville accordingly. The City of Monroe and the City of Loganville agree that additional delivery points may be established and installed from time to time at the City of Loganville’s cost and expense unless otherwise agreed. Provided, however, that before any additional delivery point is installed by the City of Loganville, the City of Loganville shall submit

in writing a request to the City of Monroe for authorization of such additional delivery point. No additional delivery point may be established or installed by the City of Loganville without the City of Loganville first receiving written approval from the City of Monroe.

The City of Monroe will ensure to provide adequate water pressure to the City of Loganville at the point of delivery for the life of this Agreement, and any extension or renewal thereof, as confirmed by the City of Monroe’s Engineers in the letter attached as Exhibit “A,” attached hereto and incorporated fully herein.

5. Primary Distribution Line

Distribution to the points of delivery shall be accomplished through the construction of a certain primary water distribution line more fully shown in the attached Exhibit “B,” attached hereto and incorporated fully herein (the “Primary Distribution Line”).

The total amount of funds expended for the build out and construction of the Primary Distribution Line shall be the “Construction Costs” of the Primary Distribution Line. The Construction Costs are estimated to be no less than Three Million Two Hundred Thousand Dollars (\$3,200,000), an amount which both the City of Loganville and City of Monroe acknowledge and assent to being jointly responsible for as described hereinafter, and not a sum certain at the time of execution of this Agreement.

The City of Loganville and City of Monroe shall each be responsible for one half (1/2) the Construction Costs of the Primary Distribution Line. The City of Loganville’s one half (1/2) of Construction Costs shall be the “City of Loganville Share of Costs,” and the City of Monroe’s one half (1/2) of Construction Costs shall be the “City of Monroe’s Share of Costs.”

The City of Monroe shall be responsible for all the initial expenditures of the Construction Costs to build out and develop the Primary Distribution Line. The City of Loganville

Share of Costs shall be determined upon completion of the Primary Distribution Line and full accounting of the Construction Costs (the “Accounting of Costs”) and the Accounting of Costs shall be delivered to the City of Loganville within sixty (60) days of final completion of the Primary Distribution Line.

The City of Loganville Share of Costs shall be due in full and payable to the City of Monroe One Hundred Twenty (120) days after completion of the Primary Distribution Line (the “Loganville Share Payment Deadline”) with no pre-payment penalty of any sort for payment in full of the City of Loganville Share of Costs at any time subsequent to the delivery of the Accounting of Costs or prior to the Loganville Share Payment Deadline.

The City of Loganville and City of Monroe shall each be responsible for maintenance, repair and upkeep of each city’s respective portion of the Primary Distribution Line running from each respective City to the above-referenced Meter Point as outlined in Section 4(a) above. The City of Loganville shall be responsible for the maintenance, repair and upkeep for that certain portion of the Primary Distribution Line located and running west of the Meter Point. The City of Monroe shall be responsible for the maintenance, repair and upkeep for that certain portion of the Primary Distribution Line located and running east of the Meter Point.

6. Billing Procedure. The City of Monroe will furnish the City of Loganville at its address, or through an alternate method as agreed upon by the Parties, a monthly itemized statement of the amount owed to the City of Monroe by the City of Loganville under this Agreement. The standard billing procedures of the City of Monroe shall apply and the City of Loganville shall pay the bill in full within thirty (30) days of the City of Monroe’s mailing of same.

7. Metering Equipment. The Parties agree there is currently located or will be located at the Meter Point as established in Paragraph 4, sufficient metering equipment needed under this

Agreement. The Parties agree to cooperate to modify such metering equipment for use under this Agreement as needed. A meter registering not more than two (2%) percent above or below the test results, shall be deemed to be accurate. The previous reading of any meter disclosed by test to be inaccurate shall be corrected for the three (3) months previous to such test in accordance with the percentage of inaccuracy found by such test. If any meter fails to register for any period, the amount of water furnished during such period shall be deemed to be the amount of water delivered in the corresponding period immediately prior to the failure, unless the City of Monroe and the City of Loganville shall agree upon a different amount. The metering equipment shall be read in a timely manner approximately every thirty (30) days on or close to the first day of each calendar month. An appropriate official of the City of Monroe at all reasonable times shall have access to the meter for purpose of reading same.

8. Renewal Term. The Initial Term of this Agreement shall automatically renew for a single ten (10) year renewal term (the “Renewal Term”) unless cancelled by either Party by way of ninety (90) days’ written notice prior to commencement of the Renewal Term.

9. Failure to Deliver. The City of Monroe will at all times operate and maintain its water system in an efficient manner and will take such actions as will be necessary to furnish the City of Loganville with quantities of water required by this Agreement, excepting the Monroe Priority Policy provisions as defined in Paragraph 3.

Temporary or partial failure to deliver water shall be remedied by the City of Monroe with all possible dispatch. In the event an extended shortage of water beyond the control of the City of Monroe, or a drought declaration by the State of Georgia, or if the supply of water available to the City of Monroe is otherwise diminished over an extended period of time, the supply of water to the City of Loganville’s customers shall be reduced or diminished in the same ratio or proportion

as the supply to the City of Monroe’s customers is reduced or diminished, but also fully subject to the parameters of the Monroe Priority Policy.

10. Price of water. The purchase price of water supplied under this Agreement shall be set as follows:

Number of Gallons per day	Rates per K/Gal
0 – 1,000,000	\$3.72
1,000,001 – 2,000,000	\$3.37
2,000,001 – 3,000,000	\$3.25

The minimum daily rate per K/Gal of Three Dollars and 72/100 (\$3.72) shall apply to any amount of water supplied to the City of Loganville from the City of Monroe under the terms of this Agreement ranging from zero (0) GPD to One Million (1,000,000) GPD (the “Minimum Daily Rate”).

There shall be a one percent (1%) increase in the above-listed Rates per K/Gal for year five (5) of the Initial Term, and a quarter-percent (0.25%) increase in the above-listed Rates per K/Gal for each respective year subsequent to year five (5), including years six (6) through ten (10) of the Initial Term. Additionally, there shall be a quarter-percent (0.25%) increase in the above-listed Rates per K/Gal for each respective year of the Renewal Term, beginning in year one (1) of the Renewal Term, and continuing through and including year ten (10) of the Renewal Term (with the aforementioned rate increases for the Initial Term and Renewal Term collectively referred to as the “Rate Increase Provisions”).

The Rate Increase Provisions are to govern the Rates per K/Gal collected by the City of Monroe from the City of Loganville, unless a City of Monroe-wide rate adjustment occurs,

which is greater than the Rate Increase Provisions, (the “City-wide Increase Rate”), and in such case, the City-wide Increase Rate shall govern.

Notwithstanding anything to the contrary herein, the City of Monroe shall have the right to increase the purchase price of water under this Agreement at any time during the Initial Term, or Renewal Term, or any further extension or renewal thereof, by providing one hundred twenty (120) days written notice to the City of Loganville prior to such an increase.

During the Initial Term of this Agreement and any extensions or renewals thereof, the City of Loganville shall not pay less than a monthly minimum charge which shall be the equivalent cost of purchasing One Million (1,000,000) gallons per day of water at Three Dollars and 72/100 (\$3.72) per K/Gal per a thirty (30) day period. This monthly charge shall be paid whether or not the City of Loganville purchases an average of One Million (1,000,000) GPD of potable water each month, and shall serve as compensation to the City of Monroe for additional improvements required within their system (the “Take or Pay Clause”). Notwithstanding any other provision to the contrary, the application of the Take or Pay Clause of this Agreement for any given month of the Initial Term or any future extension or renewal thereof is expressly conditioned on the City of Loganville being offered an average of One Million (1,000,000) GPD of potable water in said month by the City of Monroe. Should the City of Monroe be unable to provide the required GPD of the Take or Pay Clause due to a system failure or inability to produce the required GPD of the Take or Pay Clause, the City of Loganville shall be responsible only for the Minimum Daily Rate of actual GPD supplied.

11. Increased Daily Maximum GPD

The City of Loganville may petition the City of Monroe by way of a written request, not less than twelve (12) months in advance of the desired start date, for an increase in the Daily

Maximum GPD of potable water purchased by the City of Loganville to not more than Three Million (3,000,000) GPD (the “Increased Daily Maximum GPD Plan”). The option to sell the Increased Daily Maximum GPD will be determined by the City of Monroe in its sole discretion.

Upon commencement of the Increased Daily Maximum GPD Plan, the rate of the Take or Pay Clause as referenced in Paragraph 10 shall increase to a rate such that the City of Loganville shall not pay less than a monthly minimum charge which shall be the equivalent cost of purchasing One Million Five Hundred Thousand (1,500,000) gallons per day of water at Three Dollars and 37/100 (\$3.37) per K/Gal per a thirty (30) day period or the then corresponding rate taking into account the Rate Increase Provisions and the City-Wide Increase Rate. This monthly charge shall be paid whether or not the City of Loganville purchases an average of One Million Five Hundred Thousand (1,500,000) GPD of potable water each month, and shall serve as compensation to the City of Monroe for additional improvements required within their system (the “Increased Take or Pay Clause”).

12. Rules and Regulations. This Agreement is subject to the same rules, regulations, or laws as may be applicable to similar agreements in this state, and the City of Monroe and the City of Loganville will collaborate and obtain such permits, certificates, or the like, as may be required to comply therewith. The City of Loganville agrees to comply with all rules and regulations that the City of Monroe has now or may in the future impose on its water customers. Those rules and regulations may include, but shall not be limited to, such emergency measures as bans on water sprinkling, hydrant flushing, car washing and similar uses.

13. Notice. All notices, requests, demands or other communications required or permitted to be given hereunder shall be in writing by U.S. certified mail, return receipt requested, or statutory overnight delivery, and shall be addressed and delivered to each Party at the addresses

set forth below. By giving prior written notice thereof, either Party may from time to time and at any time change its address for notices hereunder.

If to City of Monroe:

City of Monroe
c/o Mayor John Howard
215 North Broad Street
Monroe, Georgia 30655

With Copy to counsel for the City of Monroe:

Paul L. Rosenthal, Esq.
Preston & Malcom, P.C.
110 Court Street
Monroe, Georgia 30655

If to City of Loganville:

City of Loganville
c/o Mayor Rey Martinez
4303 Lawrenceville Rd.
P.O. Box 39
Loganville, Georgia 30052

With Copy to counsel for the City of Loganville:

Robyn Oliver Webb

Hoffer & Webb, LLP
3190 Northeast Expressway
Suite 430
Chamblee, Georgia 30341

14. Georgia Law. It is the intention of the Parties that the laws of Georgia shall govern the validity of this Agreement, the construction of its terms and the interpretation of the rights or duties of the Parties.

15. Cooperation. On and after the date of this Agreement, either of the Parties shall at the request of the other, make, execute and deliver or obtain and deliver all instruments and documents and shall do or cause to be done all such other things which either Party may reasonably require to effectuate the provisions and intentions of this Agreement.

16. Time. Time is and shall be of the essence of this Agreement.

17. Power. The Parties signing this Agreement hereby state that they have the power to do so on behalf of the entity for whom they are signing.

18. Effective. This Agreement shall be effective upon the Parties hereto and their assigns and successors in office.

19. Cumulative. Except as expressly limited by the terms of this Agreement, all rights, powers, and privileges conferred hereunder shall be cumulative and not restrictive of those provided at law or in equity.

20. Force Majeure. In case by reason of force majeure, any Party hereto shall be rendered unable wholly, or in part, to carry out its obligations under this contract then if such Party shall give notice and full particulars of such force majeure in writing to the other Party within a reasonable time after occurrence of the event or cause relied on, the obligation of the Party giving such notice, so far as it is affected by such force majeure, shall be suspended during the continuance of the inability then claimed, but for no longer period. Such Party, shall endeavor to remove or overcome such inability with all reasonable dispatch. The term "force majeure" as employed herein, shall mean act(s) of God, strikes, lockout(s) or other industrial disturbance(s), act(s) of public enemy, order(s) of any kind of the Government of the United States or the State of Georgia or any civil or military authority, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, hurricanes, storms, floods, washouts, droughts, arrest, restraint of government

and people, civil disturbances, explosions, breakage or accident(s) to machines, pipe lines, or any other cause(s) outside the Party's control which prevent performance under this Agreement. Should interruptions and/or lowering of pressure occur, the City of Loganville shall be foreclosed from any action against the City of Monroe and shall hold the City of Monroe harmless from any costs including attorneys' fees and court costs incurred from any action by one or more of the City of Loganville's customers.

21. Entire Contract. This Agreement constitutes the entire contract and agreement between the Parties and it supersedes and replaces all letters, memoranda, or other documents signed by the parties hereto with respect to the sale of water by the City of Monroe to the City of Loganville. Any modification of this Agreement must be in writing signed by both Parties.

[Remainder of page left intentionally blank. Signature page to follow.]

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

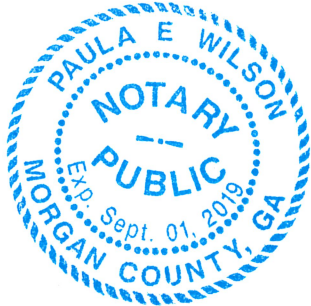
CITY OF MONROE, GEORGIA

Vasmon S. Hill
Witness

John Howard (SEAL)
John Howard, Mayor

Paula E. Wilson
Notary Public

Debbie Kirk (SEAL)
Debbie Kirk, City Clerk



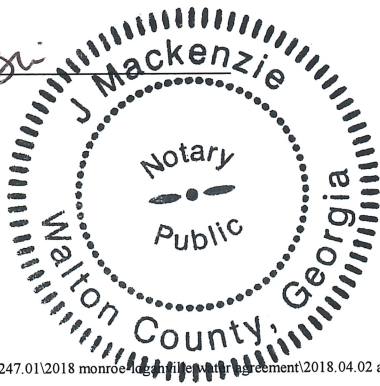
CITY OF LOGANVILLE, GEORGIA

Matthew Hunt
Witness

Rey Martinez (SEAL)
Rey Martinez, Mayor

J Mackenzie
Notary Public

Danny Roberts (SEAL)
Danny Roberts, City Clerk





To: Utilities Committee
From: Logan Propes, City Administrator, Rodney Middlebrooks, WSG
Department: Water
Date: 12/03/2019
Subject: Loganville Water Transmission Line Pump Station & Meter Vault

Budget Account/Project Name: Loganville Water

Funding Source: Utility CIP/City of Loganville/Potential bond proceeds

Budget Allocation: \$0.00

Budget Available: \$0.00

Requested Expense: \$1,428,337.00

Company of Purchase: All-South Constructors, Inc.

Description:

Approval is sought to award the low bid for construction of the pump station and meter vault to ALL-SOUTH CONSTRUCTORS, INC. in the amount of \$1,428.337.00

Background:

In 2018 the City of Monroe reached an agreement with the City of Loganville to provide treated water to the city in an amount not less that 1 million gallons per day. In order to achieve this, a transmission line has been designed and engineered over the last two years and right-of-way has been acquired.

Back in 2017 when originally planned, the cost was estimated to be not less than \$3,200,000. With a significant increase in general construction costs, we of course expected bids to come in much higher than originally planned. The low bid construction of the pump station and meter vault is **\$1,428.337.00**

Please note that a separate bid of **\$4,142,000.00** was placed for the build out transmission line by another firm (see previous agenda item).

All cost will be split 50-50 with the City of Loganville.

Attachment(s):

Bid Results

Bid award letter (All-South Constructors, Inc.)

Loganville-Monroe Agreement



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- N SOCIATES

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November 1, 2019

Mr. Logan Propes
City Administrator
City of Monroe
PO Box 1249
Monroe, GA 30655

RE: Water System Improvements
Loganville Connection
Division II
Monroe, GA
H&A File No. 5035-2 I 5-0I

Dear Logan:

By this letter, Hofstadter and Associates, Inc. recommends award to All-South Constructors, Inc. with the base bid amount of \$1,428,337.00 and alternate bid of \$232,000.00. Hofstadter and Associates, Inc. will prepare contracts upon notice that the project has been awarded to All-South Constructors, Inc. and will recommend proceeding with the project upon receipt of the executed contracts containing Payment Bond, Performance Bond and Proof of Insurance.

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

Sincerely,

HOFSTADTER AND ASSOCIATES, INC.



John B. Fry, Jr., P.E.
Project Engineer

JBF/amh

BID TABULATION SUMMARY

PROJECT: Monroe-Loganville Water Line Connection
Monroe, GA
H&A File No. Job #5035-215-01

ENGINEER: Hofstadter and Associates, Inc.
4571 Arkwright Road
Macon, GA 31210

BID OPENING: October 17, 2019

Division I

<u>Contractor</u>	<u>Base Bid Amount</u>	<u>Alternate Bid Amount</u>
Mid-South Builders, Inc.	\$ 4,142,000.00	\$ 245,000.00
Anderson Grading & Pipeline LLC	\$ 4,676,358.00	\$ 175,000.00
Legacy Water Group LLC	\$ 4,776,355.00	\$ 210,000.00
Griffin Brothers, Inc.	\$ 5,082,993.46	\$ 245,000.00
John D. Stephens, Inc.	\$ 5,709,025.00	\$ 350,000.00
The Dickerson Group, Inc.	\$ 7,143,874.00	\$ 1,050,000.00

Division II

<u>Contractor</u>	<u>Base Bid Amount</u>	<u>Alternate Bid Amount</u>
All-South Constructors, Inc.	\$ 1,428,337.00	\$ 232,000.00
Griffin Brothers, Inc.	\$ 1,447,451.14	\$ 405,813.20
P.F. Moon and Company, Inc.	\$ 1,817,000.00	\$ 266,000.00
Lakeshore Engineering, LLC	\$ 1,938,088.00	\$ 325,000.00

I hereby certify the foregoing as a true and accurate tabulation of bids received for the Monroe-Loganville Water Line Connection, Monroe, Georgia, on October 17, 2019 at 11:00 A.M.



John B. Fry, Jr., P.E. – Project Engineer

DIVISION II – BOOSTER PUMP STATION**I. SCHEDULE OF BID PROPOSAL**

Bidder must fill in the unit prices in figures, make extensions of each item and total as indicated.
For complete information concerning these items, see Plans and Specifications.

DIVISION II - BOOSTER PUMP STATION**EROSION CONTROL & WATER BOOSTER PUMP STATION ITEMS**

Item No.	Qty.	Unit	Description	Unit Price	Total Price
<u>EROSION CONTROL ITEMS</u>					
2005	2100	SY	163-0200 Temporary Grass	\$ 0 ²⁵	\$ 525 ⁰⁰
2015	2	EA	163-0300 Construct and Remove Construction Exits	\$ 650 ⁰⁰	\$ 1,300 ⁰⁰
2023	720	LF	171-0030 Temporary Silt Fence, Type C	\$ 3 ⁰⁰	\$ 2,160 ⁰⁰
2040.1	0.43	AC	706-1003 Turf Establishment, TP. C	\$ 1800 ⁰⁰	\$ 774 ⁰⁰
2050	20	CY	Gravel for Trench Stabilization & Other Miscellaneous Applications, as directed by Engineer	\$ 35 ⁰⁰	\$ 700 ⁰⁰
2055	40	TN	Miscellaneous Surface Gravel, as approved by Engineer	\$ 30 ⁰⁰	\$ 1200 ⁰⁰

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
BOOSTER PUMP STATION					
2105	Lump	LS	Construct Booster Pump Station, including site preparation (clearing & grubbing, storm drainage system, grading, borrow material, material testing); building construction; plaque; furnishing & installing mechanical equipment; furnishing & installing chemical feed equipment; furnishing & installing interior pipes and valves; furnishing & installing flow meter; furnishing & installing yard piping; site dressing; and all appurtenances	\$ Lump Sum	\$ 1,194,701 ⁰⁰
2110.1	Lump	LS	Generator Concrete Pad and Automatic Transfer Switch	\$ Lump Sum	\$ 25,000 ⁰⁰
2110.2	Lump	LS	Generator	\$ Lump Sum	\$ Included in Alternative Bid No. 1
2115	Lump	LS	Construct Delivery Vault, including concrete vault w/ drain; furnishing and installing valves, flow meter, pressure gauge, and all internal pipe; coordinating with SCADA system transmitters; and all incidentals	\$ Lump Sum	\$ 74,000 ⁰⁰
2120.1	Lump	LS	SCADA Control System – Monroe (per plans and Specification Section 11994)	\$ Lump Sum	\$ 54,442 ⁰⁰
2120.2	Lump	LS	SCADA Control System – Loganville (per plans and Specification Section 11995)	\$ Lump Sum	\$ 7,000 ⁰⁰

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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MISCELLANEOUS ITEMS

2960	300	SY	441-0016 Driveway Concrete, 6 Inches Thick	\$ 56 ⁰⁰	\$ 16,800 ⁰⁰
2962	48	SY	441-0104 Concrete Sidewalk, 4"	\$ 64 ⁰⁰	\$ 3,072 ⁰⁰
2965	1010	LF	6' Chain Link Fence w/ 3-Strand Barbed Wire, Incl. Gates	\$ 36 ³⁰	\$ 36,663 ⁰⁰
2999	Lump	LS	General Contingency Allowance	\$ Lump Sum	\$10,000.00

TOTAL BASE BID - DIVISION II - (Items 2001 - 2999)

\$ 1,428,337⁰⁰

TOTAL AMOUNT OF **DIVISION II** (*Booster Pump Station*) **BASE BID** (LINE NO. 2001 THRU 2999)

*One Million, Four Hundred Twenty Eight Thousand,
Three Hundred Thirty Seven Dollars*

_____ Dollars

_____ Cents \$ 1,428,337⁰⁰

DIVISION II – BOOSTER PUMP STATION

ADDITIVE ALTERNATIVE BID NO. 1

BID PRICE -- GENERATOR

These prices shall be used only at the discretion of the Owner. The Owner reserves the right to use, or not to use, the items listed below in lieu of the corresponding items found in the base bid.

The Contractor shall list below the unit price for each line item. Failure to provide the information may be considered by the Owner to be a non-responsive bid and may be rejected by the Owner.

The award of this contract will be determined by the Owner. The award may be based on either the Base Bid on BP-18, or on the Base Bid plus Additive Alternate Bid No. 1. The amount of consideration shall be at the sole discretion of the Owner.

ADDITIVE ALTERNATIVE BID -- Generator

Item No.	Qty.	Unit	Description	Unit Price	Total Price
<i>Alternative Bid Items -- Generator</i>					
2110.2	Lump	LS	Generator	\$ Lump Sum	\$ 232,000 ⁰⁰

BP-19

Addendum No. 3

DIVISION II – BOOSTER PUMP STATION**I. SCHEDULE OF BID PROPOSAL**

Bidder must fill in the unit prices in figures, make extensions of each item and total as indicated.
For complete information concerning these items, see Plans and Specifications.

DIVISION II - BOOSTER PUMP STATION**EROSION CONTROL & WATER BOOSTER PUMP STATION ITEMS**

Item No.	Qty.	Unit	Description	Unit Price	Total Price
<u>EROSION CONTROL ITEMS</u>					
2005	2100	SY	163-0200 Temporary Grass	\$.554	\$ 1,155.00
2015	2	EA	163-0300 Construct and Remove Construction Exits	\$ 2,499.86	\$ 4,999.72
2023	720	LF	171-0030 Temporary Silt Fence, Type C	\$ 3.38	\$ 2,433.60
2040.1	0.43	AC	706-1003 Turf Establishment, TP. C	\$ 1600.00	\$ 688.00
2050	20	CY	Gravel for Trench Stabilization & Other Miscellaneous Applications, as directed by Engineer	\$ 50.94	\$ 1,018.80
2055	40	TN	Miscellaneous Surface Gravel, as approved by Engineer	\$ 46.94	\$ 1,877.60

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
BOOSTER PUMP STATION					
2105	Lump	LS	Construct Booster Pump Station, including site preparation (clearing & grubbing, storm drainage system, grading, borrow material, material testing); building construction; plaque; furnishing & installing mechanical equipment; furnishing & installing chemical feed equipment; furnishing & installing interior pipes and valves; furnishing & installing flow meter; furnishing & installing yard piping; site dressing; and all appurtenances	1,130,393.43 \$ Lump Sum	1,130,393.43 \$
2110.1	Lump	LS	Generator Concrete Pad and Automatic Transfer Switch	39,099.64 \$ Lump Sum	39,099.64 \$
2110.2	Lump	LS	Generator	\$ Lump Sum	\$ Included in Alternative Bid No. 1
2115	Lump	LS	Construct Delivery Vault, including concrete vault w/ drain; furnishing and installing valves, flow meter, pressure gauge, and all internal pipe; coordinating with SCADA system transmitters; and all incidentals	85,677.29 \$ Lump Sum	85,677.29 \$
2120.1	Lump	LS	SCADA Control System – Monroe (<i>per plans and Specification Section 11994</i>)	88,115.22 \$ Lump Sum	88,115.22 \$
2120.2	Lump	LS	SCADA Control System – Loganville (<i>per plans and Specification Section 11995</i>)	7,964.84 \$ Lump Sum	7,964.84 \$

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
MISCELLANEOUS ITEMS					
2960	300	SY	441-0016 Driveway Concrete, 6 Inches Thick	\$ 55.50	\$ 16,650.00
2962	48	SY	441-0104 Concrete Sidewalk, 4"	\$ 46.50	\$ 2,232.00
2965	1010	LF	6' Chain Link Fence w/ 3-Strand Barbed Wire, Incl. Gates	\$ 54.60	\$ 55,146.00
2999	Lump	LS	General Contingency Allowance	\$ Lump Sum	\$10,000.00

TOTAL BASE BID - DIVISION II - (Items 2001 - 2999)

\$1,447,451.¹⁴

TOTAL AMOUNT OF **DIVISION II** (*Booster Pump Station*) **BASE BID** (LINE NO. 2001 THRU 2999)

one million, four hundred forty-seven thousand,
four hundred fifty-one & ¹⁴/₁₀₀

1,447,451 Dollars

.14 Cents

\$ 1,447,451.¹⁴

DIVISION II – BOOSTER PUMP STATION

ADDITIVE ALTERNATIVE BID NO. 1

BID PRICE -- GENERATOR

These prices shall be used only at the discretion of the Owner. The Owner reserves the right to use, or not to use, the items listed below in lieu of the corresponding items found in the base bid.

The Contractor shall list below the unit price for each line item. Failure to provide the information may be considered by the Owner to be a non-responsive bid and may be rejected by the Owner.

The award of this contract will be determined by the Owner. The award may be based on either the Base Bid on BP-18, or on the Base Bid plus Additive Alternate Bid No. 1. The amount of consideration shall be at the sole discretion of the Owner.

ADDITIVE ALTERNATIVE BID -- Generator

Item No.	Qty.	Unit	Description	Unit Price	Total Price
<i>Alternative Bid Items -- Generator</i>					
2110.2	Lump	LS	Generator	405,813.20 \$ Lump Sum	405,813.20 \$

***** DIVISION II – BOOSTER PUMP STATION *****

I. SCHEDULE OF BID PROPOSAL

Bidder must fill in the unit prices in figures, make extensions of each item and total as indicated. For complete information concerning these items, see Plans and Specifications.

**DIVISION II - BOOSTER PUMP STATION
EROSION CONTROL & WATER BOOSTER PUMP STATION ITEMS**

Item No.	Qty.	Unit	Description	Unit Price	Total Price
<u>EROSION CONTROL ITEMS</u>					
2005	2100	SY	163-0200 Temporary Grass	\$ 0.60	\$ 1,260
2015	2	EA	163-0300 Construct and Remove Construction Exits	\$ 1,500	\$ 3,000
2023	720	LF	171-0030 Temporary Silt Fence, Type C	\$ 3	\$ 2,160
2040.1	0.43	AC	706-1003 Turf Establishment, TP. C	\$ 3,000	\$ 1,290
2050	20	CY	Gravel for Trench Stabilization & Other Miscellaneous Applications, as directed by Engineer	\$ 60	\$ 1,200
2055	40	TN	Miscellaneous Surface Gravel, as approved by Engineer	\$ 50	\$ 2,000

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
BOOSTER PUMP STATION					
2105	Lump	LS	Construct Booster Pump Station, including site preparation (clearing & grubbing, storm drainage system, grading, borrow material, material testing); building construction; plaque; furnishing & installing mechanical equipment; furnishing & installing chemical feed equipment; furnishing & installing interior pipes and valves; furnishing & installing flow meter; furnishing & installing yard piping; site dressing; and all appurtenances	\$ Lump Sum	\$ 1,517,660
2110.1	Lump	LS	Generator Concrete Pad and Automatic Transfer Switch	\$ Lump Sum	\$ 26,000
2110.2	Lump	LS	Generator	\$ Lump Sum	\$ Included in Alternative Bid No. 1
2115	Lump	LS	Construct Delivery Vault, including concrete vault w/ drain; furnishing and installing valves, flow meter, pressure gauge, and all internal pipe; coordinating with SCADA system transmitters; and all incidentals	\$ Lump Sum	\$ 140,000
2120.1	Lump	LS	SCADA Control System – Monroe (per plans and Specification Section 11994)	\$ Lump Sum	\$ 60,000
2120.2	Lump	LS	SCADA Control System – Loganville (per plans and Specification Section 11995)	\$ Lump Sum	\$ 8,000

- Bid Items Continued (on next page) -

BP-17

Addendum No. 3

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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MISCELLANEOUS ITEMS

2960	300	SY	441-0016 Driveway Concrete, 6 Inches Thick	\$ 50	\$ 15,000
2962	48	SY	441-0104 Concrete Sidewalk, 4"	\$ 45	\$ 2,160
2965	1010	LF	6' Chain Link Fence w/ 3-Strand Barbed Wire, Incl. Gates	\$ 27	\$ 27,270
2999	Lump	LS	General Contingency Allowance	\$ Lump Sum	\$10,000.00

TOTAL BASE BID - DIVISION II - (Items 2001 - 2999)

\$ 1,817,000

TOTAL AMOUNT OF **DIVISION II** (*Booster Pump Station*) **BASE BID** (LINE NO. 2001 THRU 2999)

One million eight hundred seventeen thousand dollars, No cent

_____ Dollars

_____ Cents \$ 1,817,000

DIVISION II – BOOSTER PUMP STATION

ADDITIVE ALTERNATIVE BID NO. 1

BID PRICE -- GENERATOR

These prices shall be used only at the discretion of the Owner. The Owner reserves the right to use, or not to use, the items listed below in lieu of the corresponding items found in the base bid.

The Contractor shall list below the unit price for each line item. Failure to provide the information may be considered by the Owner to be a non-responsive bid and may be rejected by the Owner.

The award of this contract will be determined by the Owner. The award may be based on either the Base Bid on BP-18, or on the Base Bid plus Additive Alternate Bid No. 1. The amount of consideration shall be at the sole discretion of the Owner.

ADDITIVE ALTERNATIVE BID -- Generator

Item No.	Qty.	Unit	Description	Unit Price	Total Price
<i>Alternative Bid Items -- Generator</i>					
2110.2	Lump	LS	Generator	\$ Lump Sum	\$ 266,000

DIVISION II – BOOSTER PUMP STATION**I. SCHEDULE OF BID PROPOSAL**

Bidder must fill in the unit prices in figures, make extensions of each item and total as indicated.

For complete information concerning these items, see Plans and Specifications.

DIVISION II - BOOSTER PUMP STATION**EROSION CONTROL & WATER BOOSTER PUMP STATION ITEMS**

Item No.	Qty.	Unit	Description	Unit Price	Total Price
<u>EROSION CONTROL ITEMS</u>					
2005	2100	SY	163-0200 Temporary Grass	\$ 0.50	\$ 1,050.00
2015	2	EA	163-0300 Construct and Remove Construction Exits	\$ 750.00	\$ 1,500.00
2023	720	LF	171-0030 Temporary Silt Fence, Type C	\$ 2.50	\$ 1,800.00
2040.1	0.43	AC	706-1003 Turf Establishment, TP. C	\$ 1,500.00	\$ 645.00
2050	20	CY	Gravel for Trench Stabilization & Other Miscellaneous Applications, as directed by Engineer	\$ 60.00	\$ 1,200.00
2055	40	TN	Miscellaneous Surface Gravel, as approved by Engineer	\$ 50.00	\$ 2,000.00

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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BOOSTER PUMP STATION

2105	Lump	LS	Construct Booster Pump Station, including site preparation (clearing & grubbing, storm drainage system, grading, borrow material, material testing); building construction; plaque; furnishing & installing mechanical equipment; furnishing & installing chemical feed equipment; furnishing & installing interior pipes and valves; furnishing & installing flow meter; furnishing & installing yard piping; site dressing; and all appurtenances	\$ Lump Sum	\$1,644,420.00
2110.1	Lump	LS	Generator Concrete Pad and Automatic Transfer Switch	\$ Lump Sum	\$5,000.00
2110.2	Lump	LS	Generator	\$ Lump Sum	\$ Included in Alternative Bid No. 1
2115	Lump	LS	Construct Delivery Vault, including concrete vault w/ drain; furnishing and installing valves, flow meter, pressure gauge, and all internal pipe; coordinating with SCADA system transmitters; and all incidentals	\$ Lump Sum	\$120,000.00
2120.1	Lump	LS	SCADA Control System – Monroe (per plans and Specification Section 11994)	\$ Lump Sum	\$58,500.00
2120.2	Lump	LS	SCADA Control System – Loganville (per plans and Specification Section 11995)	\$ Lump Sum	\$25,000.00

- Bid Items Continued (on next page) -

Item No.	Qty.	Unit	Description	Unit Price	Total Price
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MISCELLANEOUS ITEMS

2960	300	SY	441-0016 Driveway Concrete, 6 Inches Thick	\$ 60.00	\$ 18,000.00
2962	48	SY	441-0104 Concrete Sidewalk, 4"	\$ 68.75	\$ 3,300.00
2965	1010	LF	6' Chain Link Fence w/ 3-Strand Barbed Wire, Incl. Gates	\$ 45.00	\$ 45,450.00
2999	Lump	LS	General Contingency Allowance	\$ Lump Sum	\$10,000.00

TOTAL BASE BID - DIVISION II - (Items 2001 - 2999)

\$ 1,938,088.00

TOTAL AMOUNT OF DIVISION II (Booster Pump Station) BASE BID (LINE NO. 2001 THRU 2999)

ONE MILLION NINE HUNDRED THIRTY EIGHT
THOUSAND EIGHTY EIGHT

_____ Dollars

ZERO Cents \$ 1,938,088.00

DIVISION II – BOOSTER PUMP STATION

ADDITIVE ALTERNATIVE BID NO. 1

BID PRICE -- GENERATOR

These prices shall be used only at the discretion of the Owner. The Owner reserves the right to use, or not to use, the items listed below in lieu of the corresponding items found in the base bid.

The Contractor shall list below the unit price for each line item. Failure to provide the information may be considered by the Owner to be a non-responsive bid and may be rejected by the Owner.

The award of this contract will be determined by the Owner. The award may be based on either the Base Bid on BP-18, or on the Base Bid plus Additive Alternate Bid No. 1. The amount of consideration shall be at the sole discretion of the Owner.

ADDITIVE ALTERNATIVE BID -- Generator

Item No.	Qty.	Unit	Description	Unit Price	Total Price
<i><u>Alternative Bid Items -- Generator</u></i>					
2110.2	Lump	LS	Generator	\$ Lump Sum	\$ 325,000.00

STATE OF GEORGIA
COUNTY OF WALTON

WATER SERVICE AGREEMENT

THIS WATER SERVICE AGREEMENT (the "Agreement") is made and entered into this 9 day of April, 2018 (the "Effective Date") by and between the CITY OF MONROE, GEORGIA, a municipal corporation of the State of Georgia, by and through its Mayor and Council (hereinafter referred to as "Monroe" or the "City of Monroe") and the CITY OF LOGANVILLE, GEORGIA, a municipal corporation of the State of Georgia, by and through its Mayor and Council (hereinafter referred to as "Loganville" or the "City of Loganville") with the City of Monroe and the City of Loganville referred to collectively herein as the "Parties."

WITNESSETH:

WHEREAS, the City of Monroe owns and operates a water supply distribution system with a capacity currently capable of serving its present customers and capable of supplying certain excess water; and,

WHEREAS, the City of Monroe will be capable of selling certain excess water capacity as stated hereinafter to the City of Loganville to supplement the City of Loganville's water resources; and,

WHEREAS, the Parties hereto desire to enter into a contract for the sale and purchase of potable water between the Parties and to set forth the terms and conditions for the sale thereof; and,

WHEREAS, the City of Monroe desires currently to be a wholesale seller of water; and,

WHEREAS, the City of Monroe desires currently to sell wholesale potable water to the City of Loganville; and,

WHEREAS, the City of Loganville desires currently to purchase wholesale potable water from the City of Monroe;

NOW, THEREFORE, for and in consideration of the mutual promises contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto intend to be legally bound, and do agree as follows:

1. Allocation. The above recitals are made a part of this Agreement. The City of Monroe shall make available to the City of Loganville at certain points of delivery hereinafter defined, during the term of this Agreement or any renewal or extension thereof, potable water meeting applicable purity standards of the Georgia Department of Health, Georgia Department of Natural Resources and Environmental Protection Division in such quantity and at such prices as specified hereinafter in this Agreement.

2. Quantity of Water. Commencing on the first date that the City of Loganville begins to receive the Daily Minimum GPD as outlined hereinafter, and for ten (10) calendar years from that date (the “Initial Term”), and during all times as this Agreement may be extended or renewed as described herein, the City of Monroe agrees to make available to the City of Loganville at the designated points of delivery hereinafter defined, potable water in a quantity not less than One Million (1,000,000) gallons per day (“GPD”) (the “Daily Minimum GPD”) and not more than Two Million (2,000,000) GPD (the “Daily Maximum GPD”) as determined on a monthly basis, priced at certain tiered pricing as hereinafter defined, subject to the Monroe Priority Policy as hereinafter defined.

3. Monroe Priority Policy.

Should the City of Monroe decide for any reason that provision to the City of Loganville of the amounts of water called for in Paragraph 2 or Paragraph 11 would cause a

shortage or decrease in the capacity of the City of Monroe to provide water to the City of Monroe customers, or said shortage or decrease would negatively impact the customary reserve or processing levels of the City of Monroe water supply, then the City of Monroe in its sole discretion shall be permitted to reduce the amount of water provided to the City of Loganville (the “Reduced GPD”) to an appropriate level as determined by the City of Monroe, this reduction being known as the “Monroe Priority Policy.” The City of Monroe shall provide thirty (30) days’ written notice to the City of Loganville of the City of Monroe’s intent to implement the Monroe Priority Policy, excepting emergency situations.

4. Points of Delivery and Pressure. The City of Monroe and the City of Loganville have or shall have points of delivery designated at the following locations:

- a. A point of delivery/metering location as agreed upon by the parties located within one (1) mile of Between, Georgia, at a mutually serviceable location (the “Meter Point”).

Each Party attests that, by the execution of this Agreement, there are no other known points of delivery aside from the points of delivery stated hereinabove between the City of Monroe and the City of Loganville to be utilized as of the date of the execution of this Agreement. Each Party agrees to notify the other Party in writing immediately if points of delivery, in addition to the ones stated above, are found by such party subsequent to the execution of this Agreement. In such case, the City of Monroe and the City of Loganville will endeavor to mutually determine the quantity of water that has been supplied through such delivery point(s) and the City of Monroe shall bill the City of Loganville accordingly. The City of Monroe and the City of Loganville agree that additional delivery points may be established and installed from time to time at the City of Loganville’s cost and expense unless otherwise agreed. Provided, however, that before any additional delivery point is installed by the City of Loganville, the City of Loganville shall submit

in writing a request to the City of Monroe for authorization of such additional delivery point. No additional delivery point may be established or installed by the City of Loganville without the City of Loganville first receiving written approval from the City of Monroe.

The City of Monroe will ensure to provide adequate water pressure to the City of Loganville at the point of delivery for the life of this Agreement, and any extension or renewal thereof, as confirmed by the City of Monroe's Engineers in the letter attached as Exhibit "A," attached hereto and incorporated fully herein.

5. Primary Distribution Line

Distribution to the points of delivery shall be accomplished through the construction of a certain primary water distribution line more fully shown in the attached Exhibit "B," attached hereto and incorporated fully herein (the "Primary Distribution Line").

The total amount of funds expended for the build out and construction of the Primary Distribution Line shall be the "Construction Costs" of the Primary Distribution Line. The Construction Costs are estimated to be no less than Three Million Two Hundred Thousand Dollars (\$3,200,000), an amount which both the City of Loganville and City of Monroe acknowledge and assent to being jointly responsible for as described hereinafter, and not a sum certain at the time of execution of this Agreement.

The City of Loganville and City of Monroe shall each be responsible for one half (1/2) the Construction Costs of the Primary Distribution Line. The City of Loganville's one half (1/2) of Construction Costs shall be the "City of Loganville Share of Costs," and the City of Monroe's one half (1/2) of Construction Costs shall be the "City of Monroe's Share of Costs."

The City of Monroe shall be responsible for all the initial expenditures of the Construction Costs to build out and develop the Primary Distribution Line. The City of Loganville

Share of Costs shall be determined upon completion of the Primary Distribution Line and full accounting of the Construction Costs (the "Accounting of Costs") and the Accounting of Costs shall be delivered to the City of Loganville within sixty (60) days of final completion of the Primary Distribution Line.

The City of Loganville Share of Costs shall be due in full and payable to the City of Monroe One Hundred Twenty (120) days after completion of the Primary Distribution Line (the "Loganville Share Payment Deadline") with no pre-payment penalty of any sort for payment in full of the City of Loganville Share of Costs at any time subsequent to the delivery of the Accounting of Costs or prior to the Loganville Share Payment Deadline.

The City of Loganville and City of Monroe shall each be responsible for maintenance, repair and upkeep of each city's respective portion of the Primary Distribution Line running from each respective City to the above-referenced Meter Point as outlined in Section 4(a) above. The City of Loganville shall be responsible for the maintenance, repair and upkeep for that certain portion of the Primary Distribution Line located and running west of the Meter Point. The City of Monroe shall be responsible for the maintenance, repair and upkeep for that certain portion of the Primary Distribution Line located and running east of the Meter Point.

6. Billing Procedure. The City of Monroe will furnish the City of Loganville at its address, or through an alternate method as agreed upon by the Parties, a monthly itemized statement of the amount owed to the City of Monroe by the City of Loganville under this Agreement. The standard billing procedures of the City of Monroe shall apply and the City of Loganville shall pay the bill in full within thirty (30) days of the City of Monroe's mailing of same.

7. Metering Equipment. The Parties agree there is currently located or will be located at the Meter Point as established in Paragraph 4, sufficient metering equipment needed under this

Agreement. The Parties agree to cooperate to modify such metering equipment for use under this Agreement as needed. A meter registering not more than two (2%) percent above or below the test results, shall be deemed to be accurate. The previous reading of any meter disclosed by test to be inaccurate shall be corrected for the three (3) months previous to such test in accordance with the percentage of inaccuracy found by such test. If any meter fails to register for any period, the amount of water furnished during such period shall be deemed to be the amount of water delivered in the corresponding period immediately prior to the failure, unless the City of Monroe and the City of Loganville shall agree upon a different amount. The metering equipment shall be read in a timely manner approximately every thirty (30) days on or close to the first day of each calendar month. An appropriate official of the City of Monroe at all reasonable times shall have access to the meter for purpose of reading same.

8. Renewal Term. The Initial Term of this Agreement shall automatically renew for a single ten (10) year renewal term (the “Renewal Term”) unless cancelled by either Party by way of ninety (90) days’ written notice prior to commencement of the Renewal Term.

9. Failure to Deliver. The City of Monroe will at all times operate and maintain its water system in an efficient manner and will take such actions as will be necessary to furnish the City of Loganville with quantities of water required by this Agreement, excepting the Monroe Priority Policy provisions as defined in Paragraph 3.

Temporary or partial failure to deliver water shall be remedied by the City of Monroe with all possible dispatch. In the event an extended shortage of water beyond the control of the City of Monroe, or a drought declaration by the State of Georgia, or if the supply of water available to the City of Monroe is otherwise diminished over an extended period of time, the supply of water to the City of Loganville’s customers shall be reduced or diminished in the same ratio or proportion

as the supply to the City of Monroe’s customers is reduced or diminished, but also fully subject to the parameters of the Monroe Priority Policy.

10. Price of water. The purchase price of water supplied under this Agreement shall be set as follows:

Number of Gallons per day	Rates per K/Gal
0 – 1,000,000	\$3.72
1,000,001 – 2,000,000	\$3.37
2,000,001 – 3,000,000	\$3.25

The minimum daily rate per K/Gal of Three Dollars and 72/100 (\$3.72) shall apply to any amount of water supplied to the City of Loganville from the City of Monroe under the terms of this Agreement ranging from zero (0) GPD to One Million (1,000,000) GPD (the “Minimum Daily Rate”).

There shall be a one percent (1%) increase in the above-listed Rates per K/Gal for year five (5) of the Initial Term, and a quarter-percent (0.25%) increase in the above-listed Rates per K/Gal for each respective year subsequent to year five (5), including years six (6) through ten (10) of the Initial Term. Additionally, there shall be a quarter-percent (0.25%) increase in the above-listed Rates per K/Gal for each respective year of the Renewal Term, beginning in year one (1) of the Renewal Term, and continuing through and including year ten (10) of the Renewal Term (with the aforementioned rate increases for the Initial Term and Renewal Term collectively referred to as the “Rate Increase Provisions”).

The Rate Increase Provisions are to govern the Rates per K/Gal collected by the City of Monroe from the City of Loganville, unless a City of Monroe-wide rate adjustment occurs,

which is greater than the Rate Increase Provisions, (the “City-wide Increase Rate”), and in such case, the City-wide Increase Rate shall govern.

Notwithstanding anything to the contrary herein, the City of Monroe shall have the right to increase the purchase price of water under this Agreement at any time during the Initial Term, or Renewal Term, or any further extension or renewal thereof, by providing one hundred twenty (120) days written notice to the City of Loganville prior to such an increase.

During the Initial Term of this Agreement and any extensions or renewals thereof, the City of Loganville shall not pay less than a monthly minimum charge which shall be the equivalent cost of purchasing One Million (1,000,000) gallons per day of water at Three Dollars and 72/100 (\$3.72) per K/Gal per a thirty (30) day period. This monthly charge shall be paid whether or not the City of Loganville purchases an average of One Million (1,000,000) GPD of potable water each month, and shall serve as compensation to the City of Monroe for additional improvements required within their system (the “Take or Pay Clause”). Notwithstanding any other provision to the contrary, the application of the Take or Pay Clause of this Agreement for any given month of the Initial Term or any future extension or renewal thereof is expressly conditioned on the City of Loganville being offered an average of One Million (1,000,000) GPD of potable water in said month by the City of Monroe. Should the City of Monroe be unable to provide the required GPD of the Take or Pay Clause due to a system failure or inability to produce the required GPD of the Take or Pay Clause, the City of Loganville shall be responsible only for the Minimum Daily Rate of actual GPD supplied.

11. Increased Daily Maximum GPD

The City of Loganville may petition the City of Monroe by way of a written request, not less than twelve (12) months in advance of the desired start date, for an increase in the Daily

Maximum GPD of potable water purchased by the City of Loganville to not more than Three Million (3,000,000) GPD (the “Increased Daily Maximum GPD Plan”). The option to sell the Increased Daily Maximum GPD will be determined by the City of Monroe in its sole discretion.

Upon commencement of the Increased Daily Maximum GPD Plan, the rate of the Take or Pay Clause as referenced in Paragraph 10 shall increase to a rate such that the City of Loganville shall not pay less than a monthly minimum charge which shall be the equivalent cost of purchasing One Million Five Hundred Thousand (1,500,000) gallons per day of water at Three Dollars and 37/100 (\$3.37) per K/Gal per a thirty (30) day period or the then corresponding rate taking into account the Rate Increase Provisions and the City-Wide Increase Rate. This monthly charge shall be paid whether or not the City of Loganville purchases an average of One Million Five Hundred Thousand (1,500,000) GPD of potable water each month, and shall serve as compensation to the City of Monroe for additional improvements required within their system (the “Increased Take or Pay Clause”).

12. Rules and Regulations. This Agreement is subject to the same rules, regulations, or laws as may be applicable to similar agreements in this state, and the City of Monroe and the City of Loganville will collaborate and obtain such permits, certificates, or the like, as may be required to comply therewith. The City of Loganville agrees to comply with all rules and regulations that the City of Monroe has now or may in the future impose on its water customers. Those rules and regulations may include, but shall not be limited to, such emergency measures as bans on water sprinkling, hydrant flushing, car washing and similar uses.

13. Notice. All notices, requests, demands or other communications required or permitted to be given hereunder shall be in writing by U.S. certified mail, return receipt requested, or statutory overnight delivery, and shall be addressed and delivered to each Party at the addresses

set forth below. By giving prior written notice thereof, either Party may from time to time and at any time change its address for notices hereunder.

If to City of Monroe:

City of Monroe
c/o Mayor John Howard
215 North Broad Street
Monroe, Georgia 30655

With Copy to counsel for the City of Monroe:

Paul L. Rosenthal, Esq.
Preston & Malcom, P.C.
110 Court Street
Monroe, Georgia 30655

If to City of Loganville:

City of Loganville
c/o Mayor Rey Martinez
4303 Lawrenceville Rd.
P.O. Box 39
Loganville, Georgia 30052

With Copy to counsel for the City of Loganville:

Robyn Oliver Webb

Hoffer & Webb, LLP
3190 Northeast Expressway
Suite 430
Chamblee, Georgia 30341

14. Georgia Law. It is the intention of the Parties that the laws of Georgia shall govern the validity of this Agreement, the construction of its terms and the interpretation of the rights or duties of the Parties.

15. Cooperation. On and after the date of this Agreement, either of the Parties shall at the request of the other, make, execute and deliver or obtain and deliver all instruments and documents and shall do or cause to be done all such other things which either Party may reasonably require to effectuate the provisions and intentions of this Agreement.

16. Time. Time is and shall be of the essence of this Agreement.

17. Power. The Parties signing this Agreement hereby state that they have the power to do so on behalf of the entity for whom they are signing.

18. Effective. This Agreement shall be effective upon the Parties hereto and their assigns and successors in office.

19. Cumulative. Except as expressly limited by the terms of this Agreement, all rights, powers, and privileges conferred hereunder shall be cumulative and not restrictive of those provided at law or in equity.

20. Force Majeure. In case by reason of force majeure, any Party hereto shall be rendered unable wholly, or in part, to carry out its obligations under this contract then if such Party shall give notice and full particulars of such force majeure in writing to the other Party within a reasonable time after occurrence of the event or cause relied on, the obligation of the Party giving such notice, so far as it is affected by such force majeure, shall be suspended during the continuance of the inability then claimed, but for no longer period. Such Party, shall endeavor to remove or overcome such inability with all reasonable dispatch. The term "force majeure" as employed herein, shall mean act(s) of God, strikes, lockout(s) or other industrial disturbance(s), act(s) of public enemy, order(s) of any kind of the Government of the United States or the State of Georgia or any civil or military authority, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, hurricanes, storms, floods, washouts, droughts, arrest, restraint of government

and people, civil disturbances, explosions, breakage or accident(s) to machines, pipe lines, or any other cause(s) outside the Party's control which prevent performance under this Agreement. Should interruptions and/or lowering of pressure occur, the City of Loganville shall be foreclosed from any action against the City of Monroe and shall hold the City of Monroe harmless from any costs including attorneys' fees and court costs incurred from any action by one or more of the City of Loganville's customers.

21. Entire Contract. This Agreement constitutes the entire contract and agreement between the Parties and it supersedes and replaces all letters, memoranda, or other documents signed by the parties hereto with respect to the sale of water by the City of Monroe to the City of Loganville. Any modification of this Agreement must be in writing signed by both Parties.

[Remainder of page left intentionally blank. Signature page to follow.]

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

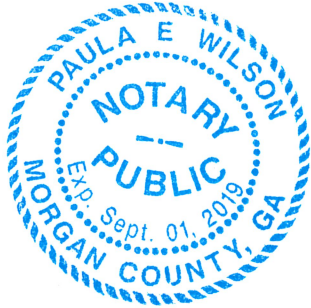
CITY OF MONROE, GEORGIA

Vasmon S. Hill
Witness

John Howard (SEAL)
John Howard, Mayor

Paula E. Wilson
Notary Public

Debbie Kirk (SEAL)
Debbie Kirk, City Clerk



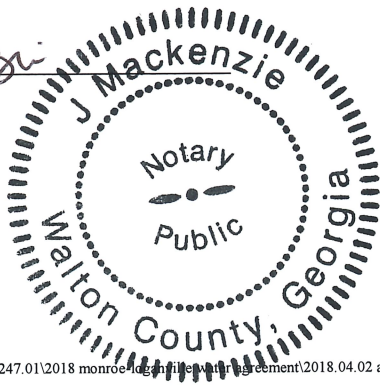
CITY OF LOGANVILLE, GEORGIA

Matthew Hunt
Witness

Rey Martinez (SEAL)
Rey Martinez, Mayor

J Mackenzie
Notary Public

Danny Roberts (SEAL)
Danny Roberts, City Clerk





To: Utilities Committee
From: Logan Propes, City Administrator, Rodney Middlebrooks, WSG
Department: Water
Date: 12/03/2019
Subject: Additional 30-inch Raw Water Line– Engineering Design Services

Budget Account/Project Name: Loganville Water

Funding Source: Utility CIP/ City of Loganville/ Potential bond proceeds.

Budget Allocation:

Budget Available:

Requested Expense: \$48,790.00

Company of Purchase: Weideman and Singleton, Inc.

Description:

Approval is sought to award design and engineering services to Weideman and Singleton, Inc. for a new 30-inch raw water line from the Alcovy River to the Water Plant.

Background:

In 2008, Weideman and Singleton designed and engineered a raw water line system for the City of Monroe. For various reasons at the time the city decided to not proceed with the line construction. Georgia EPD will require an updated design and submission for approval of the withdrawal permit. Having this line will ensure decades of drinking water capability for Monroe and also allow for immediate increase in water sales to other interconnections and our own growing population.

Attachment(s): Proposal Letter

WIEDEMAN AND SINGLETON, INC.

CIVIL AND ENVIRONMENTAL ENGINEERS

143

TROY BEGAN
PETER JOHNS

3091 GOVERNORS LAKE DRIVE
SUITE 430
NORCROSS, GEORGIA 30071

PETER SNYDER
HAROLD WIEDEMAN

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

WWW.WIEDEMAN.COM

November 13, 2019

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

Re: Engineering Design Services -
30-inch Raw Water Main

Dear Mr. Middlebrooks:

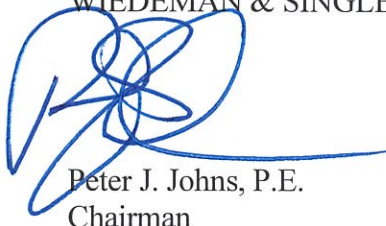
We appreciate the opportunity to submit the enclosed proposal to assist the City of Monroe with required updates and modifications to the 2008 construction plans and specifications prepared by our firm for installation of a new 30-inch Raw Water Main between the City's Raw Water Intake and Pump Station on the Alcovy River and their water plant. As you are aware, due to the time that has expired since preparation of our original construction plans and specifications, Georgia EPD is requiring that these documents be updated and resubmitted for their review and approval before construction can proceed. Utilizing the scope of services presented herein, we anticipate the project being ready for solicitation of bids from general contractors during the 2nd or 3rd quarter of 2020. Our total estimated design services fee for the proposed scope of services is \$48,790.00.

If we are selected for the project, I will serve as the Project Manager and Engineer of Record and Matt Henderson, P.E. will be the Lead Project Engineer. We are available to start work immediately and look forward to working with the City.

If you have any questions or need any additional information, please let me know.

Sincerely,

WIEDEMAN & SINGLETON, INC.



Peter J. Johns, P.E.
Chairman

I: SCOPE OF SERVICES AND FEES

Project Understanding

In 2008, Georgia EPD approved construction plans and specifications prepared by Wiedeman and Singleton for a proposed 30-inch Raw Water Main (approximately 15,500 L.F.) to be constructed between the City of Monroe's Raw Water Intake and Pump Station on the Alcovy River and their water treatment plant. Approval of these construction documents was valid for 1 year from May 19, 2008. For various reasons, after bids were received, the City chose not to proceed with construction.

It is our understanding that the City of Monroe is now ready to proceed with installation of the proposed 30-inch Raw Water Main. We have verified with Georgia EPD that approval of the previous plans and specifications has expired, and that resubmittal and approval is required before construction of the project can begin.

Due to the time that has lapsed since completion of the original construction plans and specifications, we recommend that the original pipeline route be flown using a survey grade drone to assist with updating the plans. This will serve the following purposes:

1. Define any improvements along the original pipeline route;
2. Serve as a check on the original survey; and
3. Provide aerial backgrounds along the proposed construction corridor.

After the drone survey is complete, the original construction drawings and specifications can be updated to present day conditions (and City requirements) for permitting and solicitation of bids from general contractors. This approach should allow for a bid opening in the 2nd or 3rd quarter of 2020.

Our proposed Design Services (Work Task 001) for updating the proposed construction plans and specifications and assisting the City with acquiring the required construction permits is presented herein. For purposes of preparing this proposal, we have assumed that any assistance the City may request from our firm during the Bid and Construction Phases of the project will be negotiated later.

Scope of Services

DESIGN SERVICES (WORK TASK 001)

SUBTASK 1.01 – CONDUCT PROJECT KICK-OFF MEETING

After being issued a Notice to Proceed, Wiedeman and Singleton will conduct a project kick-off meeting with City staff to review the proposed project objectives, schedule, special conditions, and data needs.

SUBTASK 1.02 – RESURVEY PROJECT COORIDOR

Wiedeman and Singleton will subcontract with Robbie Henderson Surveying to resurvey the original pipeline route using a survey grade drone. The drone survey will provide current above ground features, topography, and aerial backgrounds along the project corridor. For purposes of preparing the proposed surveying scope of

services, we have assumed that the original easements acquired by the City outside of road rights of ways will be adequate to construct the pipeline. If this is not the case, we can provide a scope and fee to complete any updated or revised easements during completion of the proposed Design Services.

SUBTASK 1.03 – UPDATE CONSTRUCTION PLANS AND SPECIFICATIONS

The original construction drawings will be updated using the drone survey information obtained from Subtask 1.02, and to address any changes and/or enhancements the City staff would like to make to the project. The construction plans will also include updated sedimentation and erosion control drawings suitable for acquiring a new Land Disturbance Permit (LDP).

The original construction specifications will be updated in accordance with the Construction Standards Institute (CSI) 50 Division format and current City of Monroe standards.

SUBTASK 1.04 – ASSIST CITY WITH REQUIRED PERMITTING AND AGENCY REVIEWS

Wiedeman and Singleton will assist the City with all required permitting and regulatory approvals. This will include such activities as; preparing Georgia EPD, GDOT and NPDES permit applications and drawings, attending meetings, and revising contract documents following agency reviews.

SUBTASK 1.05 – CONDUCT PROGRESS MEETINGS AND FORMAL DESIGN REVIEWS WITH CITY STAFF

Wiedeman and Singleton will conduct periodic progress meetings as needed and conduct a formal 95% Design Review Meeting with the City staff. The 95% Design Documents (plans and specifications) will

be forwarded to the City staff at least 1 week prior to the design review meeting.

SUBTASK 1.06 – QA/QC REVIEW

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

Work Task 001 Deliverables

Wiedeman and Singleton will furnish the City with the following deliverables on this phase of the project:

- ❑ Contract Plans and Specifications (95% - Permitting and 100% – Bid Ready)
- ❑ Permit Applications and Submittals, including Georgia EPD, GDOT and LDP permits
- ❑ Construction Cost Estimate at 95% design completion

Engineering Fees

To complete the proposed scope of services, our estimate of total man-hours and costs are shown in the attached man-hour planning sheet. Please note that administrative and clerical services are not billed separately on our projects and are included in our overhead rate. As such, man-hours for these tasks are not included in our total estimate of man-hours for the project. The total Design Services (Work Task 001) estimated for this project is \$48,790.00.

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

Man-hour Planning Sheet

Client/Facility: CITY OF MONROE
 Project Title: 30-INCH RAW WATER MAIN
 Prepared by: WIEDEMAN AND SINGLETON, INC.

Work Task Name		DESIGN SERVICES		Name of Team or Classification								
Work Task Number		001		PRIN/PM	SR PE	EIT	Total					
Notes:	Sub-tasks											
1. APPROX. 15,500 L.F. OF 30" RAW WATER MAIN	1.01 CONDUCT PROJECT KICK-OFF MEETING	4	4						8	\$1,320.00		
2. UPDATE W&S PLANS AND SPECS DATED 2008	1.02 RESURVEY PROJECT COORIDOR (COORDINATION TIME)		4						4	\$600.00		
3. RESURVEY PROJECT ROUTE WITH DRONE	1.03 UPDATE CONSTRUCTION PLANS AND SPECIFICATIONS	20	40	160					220	\$23,600.00		
4. NO GEOTECHNICAL SERVICES PROPOSED	1.04 ASSIST CITY WITH PERMITTING AND AGENCY REVIEWS	4	40	40					84	\$10,220.00		
5. UTILIZE ORIGINAL PROJECT EASEMENTS	1.05 CONDUCT PERIODIC PROGRESS MEETINGS AND FORMAL DESIGN	12	4						16	\$2,760.00		
6. NO UNDERGROUND UTILITY LOCATION SERVICES PROPOSED	REVIEW WITH CITY STAFF @ 95% COMPLETION											
	1.06 QA/QC REVIEW	8							8	\$1,440.00		
Deliverables												
1. CONTRACT PLANS AND SPECS												
2. PERMIT APPLICATIONS & SUBMITTALS												
3. CONSTRUCTION COST ESTIMATE (95% DESIGN)												
	Total Hours Per Team Member	48	92	200	0	0	0					
	Total Planned Hours								340			
	Total Hourly Rate Per Team Member	\$180.00	\$150.00	\$87.50	\$0.00	\$0.00	\$0.00					
	Total Cost Per Team Member	\$8,640.00	\$13,800.00	\$17,500.00	\$0.00	\$0.00	\$0.00					
	Direct Expenses	\$8,850.00									Total Package Cost	\$48,790
	Mileage, Copying, etc.	\$350.00										
	Robbie Henderson Surveying - Drone Survey of Route	\$8,500.00										



To: Public Safety Committee, City Council
From: R. V. Watts, Chief of Police
Department: Police
Date: 11/26/2019
Subject: Approval - Out of State Training for Police

Budget Account/Project Name: Out of State Training

Funding Source:

Budget Allocation: 0

Budget Available: 0

Requested Expense: 0

Company of Purchase: N/A

Description:

Tracy Hanson, Officer DEA Task Force has been requested to attend training at the 2019 Task Force Officer School in Charleston, S.C. on December 9, 2019 through December 13, 2019.

Background:

The courses length is 5 days (40 hours). It is designed for personnel who have been assigned to DEA Task Force. The cost of the training, lodging, and meals is \$0.00. The training will take place in Charleston, S.C. The officer would drive in a city issued vehicle.

Attachment(s):

TFO School Instructions

Beverly Harrison

From: Mary Knotts
Sent: Tuesday, November 26, 2019 2:27 PM
To: Beverly Harrison
Subject: Fw: TFO School Instructions
Attachments: image001.png; image001.png; image001.png; image001.png

Thank you,
 Mary Knotts
 Administrative Assistant to the Chief
 Monroe Police Department
 116 South Broad Street
 Monroe, GA 30655
 770-267-7576
 770-266-5159
 678-570-5926
 mknotts@monroega.gov

From: Hanson, Tracy M <Tracy.M.Hanson@usdoj.gov>
 Sent: Tuesday, November 26, 2019 10:07 AM
 To: Mary Knotts
 Subject: Fwd: TFO School Instructions

Sent from my iPhone

Begin forwarded message:

From: "Harper, Crystal A." <CAHarper@dea.usdoj.gov>
 Date: November 19, 2019 at 10:28:39 AM EST
 To: "Belanger, Jerrod S" <JSBelanger@dea.usdoj.gov>, "Burgess, James E" <JEBurgess@dea.usdoj.gov>, "Cadena, Jose A" <JACadena@dea.usdoj.gov>, "Dill, Blake R" <BRDill@dea.usdoj.gov>, "Dillard, Philip J" <PJDillard@dea.usdoj.gov>, "Dockins, Jeremy L" <JLDockins@dea.usdoj.gov>, "Ellis, Michael C" <MCEllis@dea.usdoj.gov>, "Endicott, Curtis R" <CREndicott@dea.usdoj.gov>, "Fields, Shawn E" <SEFields@dea.usdoj.gov>, "Gioia, Joshua T" <JTGioia@dea.usdoj.gov>, "Goodrich, Jonathon R" <JRGoodrich@dea.usdoj.gov>, "Jackson, Ariana V" <AVJackson@dea.usdoj.gov>, "Jones, Alan R" <ARJones2@dea.usdoj.gov>, "Jones, Ransom S" <RSJones3@dea.usdoj.gov>, "Kistler, Jeffrey D" <JDKistler@dea.usdoj.gov>, "Lankosz, Romuald A" <RALankosz@dea.usdoj.gov>, "Magee, April D" <ADMagee@dea.usdoj.gov>, "McGloin, Michael R" <MRMcGloin@dea.usdoj.gov>, "ORiley, Chad M" <CMORiley@dea.usdoj.gov>, "Owens, Henry M" <HMOwens@dea.usdoj.gov>, "Parrish, Steven N" <SNParrish@dea.usdoj.gov>, "Rae, James R" <JRRae@dea.usdoj.gov>, "Reeder, Jarvis K" <JKReeder@dea.usdoj.gov>, "Robinson, Douglas M" <DMRobinson2@dea.usdoj.gov>, "Rose, Samantha I" <SIRose@dea.usdoj.gov>, "Royal, Jacob T" <JTRoyal@dea.usdoj.gov>, "Sparacio, Gregory P" <GPSparacio@dea.usdoj.gov>, "Stipe, Daniel M" <DMStipe@dea.usdoj.gov>, "Tew, Thomas C" <TCTew@dea.usdoj.gov>, "Vaughan, Charles D" <CDVaughan@dea.usdoj.gov>, "Weiss, Eric M" <EMWeiss@dea.usdoj.gov>, "Willard, Jayson W" <JWWillard@dea.usdoj.gov>, "Denham, Tyler R" <TRDenham@dea.usdoj.gov>, "DeWald, Michael D" <MDDeWald@dea.usdoj.gov>, "Downer, Joshua D" <JDDowner@dea.usdoj.gov>, "Hanson, Tracy M" <TMHanson@dea.usdoj.gov>, "Davis, Craig G" <CGDavis2@dea.usdoj.gov>, "Newcomb, Eric S"

<ESNewcomb@dea.usdoj.gov>, "Spivey, Justin E" <JESpivey@dea.usdoj.gov>, "Ward, Marcus J" <MJWard@dea.usdoj.gov>, "Fritz, Joseph M" <JMFritz@dea.usdoj.gov>, "Harlan, Michael J" <MJHarlan@dea.usdoj.gov>, "Bohlander, Harry E" <HEBohlander@dea.usdoj.gov>, "Carpenter, Jessica L" <JLCarpenter@dea.usdoj.gov>, "Haus, Christopher M" <CMHaus@dea.usdoj.gov>, "Holbrook, Jonathan S" <JSHolbrook@dea.usdoj.gov>, "King, Fletcher L" <FLKing@dea.usdoj.gov>, "Miller, Andrew" <AMiller2@dea.usdoj.gov>, "Squires, William P" <WPSquires@dea.usdoj.gov>, "Venning, Samuel R" <SRVenning@dea.usdoj.gov>, "White, James C" <JCWhite@dea.usdoj.gov>, "Coggins, Megan M" <MMCoggins@dea.usdoj.gov>, "Cumbo, William A" <WACumbo@dea.usdoj.gov>, "Mosqueda, Adam D" <ADMosqueda@dea.usdoj.gov>, "Ray, John T" <JTRay@dea.usdoj.gov>, "Small, David N" <DNSmall@dea.usdoj.gov>, "Trogon, Justin B" <JBTrogon@dea.usdoj.gov>, "Wooten, Jonathan S" <JSWooten@dea.usdoj.gov>, "Rae, James R" <JRRae@dea.usdoj.gov>
 Subject: RE: TFO School Instructions

Good morning,

Please let me know if you do not have a government issued travel credit card. No response is required if you do have one.

Thank you,
 Crystal

[DEA_badge_C]Crystal Harper | Special Agent | Division Training Coordinator | US Drug Enforcement Administration | Atlanta Division | 75 Ted Turner Drive SW, Suite 800 | Atlanta, Georgia 30303 | email: crystal.a.harper@usdoj.gov<mailto:crystal.a.harper@usdoj.gov> | (cell) 404-328-8018 [DEA_badge_C]

Hi everyone,

1. You have been selected to attend the Atlanta Division TFO School scheduled for December 10-12, 2019 from 8:45 am – 5:00 pm at the Charleston County Sheriff's Office located at 3691 Leeds Avenue, Charleston, South Carolina 29405.
2. Travel days will be Monday, December 9, 2019 and Friday, December 13, 2019 via OGV.
3. Dress attire is business casual.
4. You must complete the following courses in DEALS before Monday, December 2, 2019 (no exceptions):
 - Administrative Subpoenas
 - DEA Criminal Discovery Refresher 2018
 - Electronically Stored Information (ESI) Criminal Discovery
 - Flying While Armed

- GSA SmartPay Travel Card Training (Cardholders)
- Law & Mortar I: Asset Forfeiture
- Law & Mortar New York: Money Laundering
- Use of Force
- Using Social Media
- Fairness in Law Enforcement

Click here<<https://hcm03.ns2cloud.com/sf/learning?destUrl=https%3a%2f%2fdoj%2dhcm03%2ens2cloud%2ecom%2flearnin%2fuser%2fdeeplink%5fredirect%2ejsp%3flinkId%3dCURRICULA%26qualID%3dDEA%2dTRDS%2dCR%2dTFOS%26fromSF%3dY&company=DOJHCM03>> to be taken to the TFO curriculum in DEALS. You will need to click the Self Assign Curriculum button.

5. Individuals are required to stay through the final presentation of the program. Attendance at all training sessions is mandatory. Please let DTC Crystal Harper know asap if you cannot attend.

6. Each non-local TFO is authorized a total of \$1,075.50 for the week (Per Diem Rates/Day: Lodging: \$164.00, M&IE: \$71.00, TD (75% M&IE): \$53.25, Total/Day: \$235.00, Other: \$100). You are authorized to make your hotel reservations at the hotel of your choice at the Federal Government Rate of \$164 or less. Please complete your E2 or Form DOJ-501 travel authorization request through your chain of command before you travel.

7. To register for the training, please click Enroll<<https://hcm03.ns2cloud.com/sf/learning?destUrl=https%3a%2f%2fdoj%2dhcm03%2ens2cloud%2ecom%2flearnin%2fuser%2fdeeplink%5fredirect%2ejsp%3flinkId%3dSCHEDULED%5fOFFERING%5fDETAILS%26scheduleID%3d96724%26fromSF%3dY&company=DOJHCM03>>. You will be taken to the “Task Force Officer Orientation Course” link in DEALS. Click on the “Register Now” link and then “Confirm”. Please register no later than 5:00 pm on November 29, 2019.

8. Funding Sources are as follows:

Pending Funding- (please do not make any travel arrangements until funding has been authorized)

- Cline, Chris-pending background investigation
- Coggins, Megan
- Cumbo, William
- Mosqueda, Adam

- Ray, John
- Small, Nathan
- Trogdon, Justin
- Wooten, Jonathan
- Rae, Rob

Atlanta DTC Funds

- Belanger, Jerrod
- Burgess, Eddie
- Cadena, Jose
- Dill, Blake
- Dillard, Philip
- Dockins, Jeremy
- Ellis, Michael
- Endicott, Curtis
- Fields, Shawn
- Gioia, Joshua
- Goodrich, John
- Jackson, Ariana
- Jones, Alan
- Jones, Ransom
- Kistler, Jeff
- Lankosz, Romuald
- Magee, April
- McGloin, Mike
- O'Riley, Chad

- Owens, Henry
- Parrish, Steve
- Reeder, Jarvis
- Robinson, Douglas
- Rose, Samantha
- Royal, Jacob
- Sparacio, Gregg
- Stipe, Daniel
- Tew, Thomas
- Vaughn, Dustin
- Weiss, Eric
- Willard, Jake

Strike Force Funds

- Denham, Tyler
- DeWald, Michael
- Downer, Joshua
- Hanson, Tracy

HIDTA Funds

- Davis, Craig-pending approval of Form DOJ-501
- Newcomb, Eric
- Spivey, Justin-pending approval of Form DOJ-501
- Ward, Marcus

Diversion Funds

- Fritz, Joseph

- Harlan, Michael
- Juliano, Justin-pending background investigation and funding
- Uribe, Samantha-pending background investigation and funding

Local-No funding needed

- Baldwin, Gilbert
- Bohlander, Ed
- Carpenter, Jessica
- Haus, Christopher
- Holbrook, Jonathan
- King, Fletcher
- Mazzell, Daniel
- Miller, Andrew
- Squires, William
- Venning, Sam
- White, James

9. If you have any questions, please contact SA Crystal Harper at 404-328-8018.

[DEA_badge_C]Crystal Harper | Special Agent | Division Training Coordinator | US Drug Enforcement Administration | Atlanta Division | 75 Ted Turner Drive SW, Suite 800 | Atlanta, Georgia 30303 | email: crystal.a.harper@usdoj.gov<mailto:crystal.a.harper@usdoj.gov> | (cell) 404-328-8018 [DEA_badge_C]



To: Planning and Zoning / City Council
From: Patrick Kelley
Department: Planning, Zoning, Code and Development
Date: 10-28-19
Description: Annexation and rezone of property at 0 Hardwood Rd. Parcel # NM09B-031
 Currently R1 County. Requested zoning is R1 City.

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation: *Approve as requested*
House plans will have to be approved separately at the time of permitting.

Background: The applicant wishes to have this property brought into the city limits in order to build a house and be on city utilities at the resident utility rates. The property is currently vacant and the owner intends to build a house for his mother on this property. It is a single family residential lot that abuts single family residential zoning within the City. The current zoning is R1 County. The requested zoning is R1 City.

Attachment(s): application and supporting documents.



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

Plan Report

Plan NO.: ZONE-00003 **155**

Plan Type: **Rezone**

Work Classification: **Annexation - Map Amendment**

Plan Status: **In Review**

Apply Date: **10/25/2019**

Expiration:

Location Address

0 HARDWOOD ROAD, MONROE, GA 30655

Contacts

AUBREY CONNER 271 Stock Gap Road, Monroe, GA 30656 (770)652-3463	Applicant
--	------------------

Description: REQUEST FOR REZONE AND ANNEXATION - P&Z MTG 11/19/19 @ 5:30 PM - COUNCIL MTG 12/10/19 @ 6:00 PM 215 N BROAD STREET

Valuation:	<u> \$0.00 </u>
Total Sq Feet:	<u> 0.00 </u>

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

Payments	Amt Paid
Total Fees	\$100.00
Check # 412	\$100.00
Amount Due:	\$0.00

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



 Issued By: Debbie Adkinson

October 25, 2019

 Date

Plan_Signature_1

 Date

Plan_Signature_2

 Date

REZONE/ANNEXATION APPLICATION FORM

PERMIT NUMBER _____

- I. LOCATION Hardwood Rd
 COUNCIL DISTRICT _____
 MAPNUMBER ~~000~~ Nm09B
 PARCEL NUMBER Nm09B-031
- II. PRESENT ZONING R16. REQUESTED ZONING R1 City
- III. ACREAGE 0.44 PROPOSED USE Residential
- IV. OWNER OF RECORD Aubrey L Conner
 ADDRESS 271 Stock gap Rd Monroe Ga 30656
 PHONE NUMBER 770-652-3463

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

- V. ANALYSIS:
- A description of all existing uses and zoning of nearby property
Residential zone R1 City and R1 county
 - Description of the extent to which the property value of the subject property is diminished by the existing zoning district classification
None
 - The existing value of the property contained in the petition for rezoning under the existing zoning classification
25,000.⁰⁰
 - The value of the property contained in the application for rezoning under the proposed zoning Classification
25,000.⁰⁰
 - A description of the suitability of the subject property under the existing zoning classification
N/A
 - A description of the suitability of the subject property under the proposed zoning classification of the property
N/A

Rezoning/Annexation Application
Page Two (2)

7. A description of any existing use of property including a description of all structures presently occupying the property N/A Vacant
8. The length of time the property has been vacant or unused as currently zoned 40 yrs
9. A detailed description of all efforts taken by the property owner(s) to use the property or sell the property under the existing zoning classification N/A

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

LEGAL DESCRIPTION OF PROPERTY

Rezoning/Annexation Application
Page Three (3)

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

Owner of property (signature) Aubrey L. Conner
Address 271 Stock Gap Rd. Monroe, Ga. 30656
Phone Number 678-739-8415

Attorney/Agent (signature) Michael Conner
Address 271 Stock Gap Rd
Phone Number 770-653-3463

Personally appeared before me the above applicant named Aubrey L. Conner who on oath says that he/she is the Owner for the foregoing, and that all the above statements are true to the best of his/her knowledge.

Rhonda J. Smith (Notary Public) 9/28/19 (Date)

My Commission Expires 7/17/23



PETITION REQUESTING ANNEXATION
CITY OF MONROE, GEORGIA

Date: 9-26-19

TO THE HONORABLE CITY COUNCIL OF THE CITY OF MONROE, GEORGIA

1. The undersigned, as owner of all real property of the described herein, respectfully request that the City Council annex this territory to the City of Monroe, Georgia, and extend the City boundaries to include the same.
2. The territory to be annexed abuts the existing boundary of Monroe, Georgia, and the description of such territory area is as follows:

Address/Location of Property: lot 14 Meadow Brook Estates

Tax Map Number: NM09B031

See Attached Legal Description and Boundary Survey.

3. It is requested that this territory to be annexed shall be zoned R1 for the following reasons: _____

WHEREFORE, the Petitioners pray that the City Council of the City of Monroe, Georgia, pursuant to the provisions of the Acts of the General Assembly of the State of Georgia, Georgia Laws, do by proper ordinance annex said property to the City Limits of the City of Monroe, Georgia.

Respectfully Submitted,

Aubrey Lisa Conner

Owners Address: 271 Stock Gap Rd.
Monroe, Ga. 30656

Rezoning/Annexation Application
Page Four (4)

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

Sanitary Sewer Septic Tank

The following information must be included in the application material requesting an annexation or zoning change from RI Co. to RI City located at lot 14 meadowbrook estate containing .44 acre(s), property owner being Aubrey L Conner filed on 6-3-2019.

CHECK LIST - APPLICATION MATERIAL

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

Monroe Utilities Network Availability Letter

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

Rezoning/Annexation Application
Page five (5)

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

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

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

- 1 the maximum number of residential dwelling units
- ~~10000~~ the minimum square footage of heated floor area for any residential dwelling unit
- the maximum height of any structure
- ~~10000~~ the minimum square footage of landscaped area
- the maximum lot coverage of building area
- 2 the proposed number of parking spaces
- on all rezoning applications a revised site plan to be approved at a later date by the Mayor and City Council may be required
- yes no Applicant site plan indicates a variance requested
- for any application for multi-family residential uses, the site plan shall also identify the maximum height of any structure, location of amenities, and buffer areas; and,
- any other information as may be reasonably required by the Code Enforcement Officer.

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

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

Return Recorded Document to:

STRICKLAND AND LINDSAY, LLP
P. O. Box 249
Winder, Georgia 30680

LIMITED WARRANTY DEED

STATE OF GEORGIA
COUNTY OF BARROW

FILE #: 190204C


THIS INDENTURE made this 3rd day of June, 2019, between **Reston, Inc.**, a Georgia Corporation, as party or parties of the first part, hereinunder called Grantor, and **Aubrey Lisa Conner**, as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that: Grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable considerations in hand paid, at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee.

All that tract or parcel of land lying and being in Meadowbrook Estates Subdivision and being Lot 14, Section "B", thereof as shown by a plat of survey dated June 27, 1979, and revised July 2, 1979, the same being prepared by William J. Gregg, Sr., Registered Professional Land Surveyor No. 1438. Said plat of survey is recorded in Plat Book 25, Page 110, of the records of Walton County, Georgia, and reference is hereby made to said plat of survey and the record thereof for a more complete description.

Said above described lot is conveyed subject to those restrictive covenants set for in Warranty Deed dated January 29, 1971, as recorded in Record Book 88, Pages 764-765, Walton County Public Land records.

This Deed is given subject to all easements and restrictions of record.

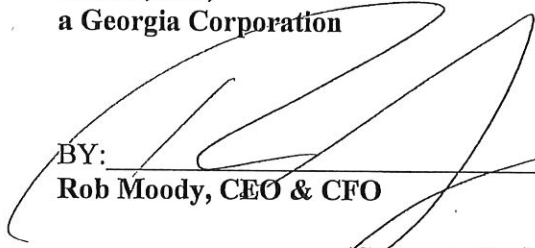


TO HAVE AND TO HOLD the said tract or parcel of land, together with all and singular the rights, members and appurtenances thereof, to the same being, belonging or in anywise appertaining, to the only proper use, benefit and behoove of the said Grantee, forever in **FEE SIMPLE**.

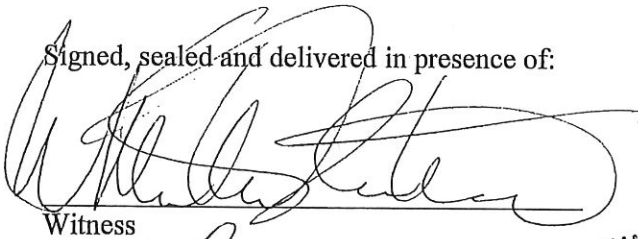
AND THE SAID Grantor will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons by, through and under the above named grantor.

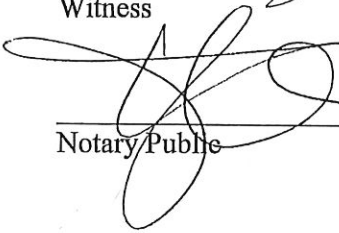
IN WITNESS WHEREOF, Grantor has hereunto set grantor's hand and seal this day and year first above written.

**Reston, Inc.,
a Georgia Corporation**

BY:  (SEAL)
Rob Moody, CEO & CFO
(Corporate Seal)

Signed, sealed and delivered in presence of:


Witness


Notary Public





House Plans

SLAB FOUNDATION

SHEET SET

P-1	COVER PAGE	P-8	SCHEDULES
P-2	FRONT & REAR ELEVATIONS PLAN	P-9	INTERIOR ELEVATIONS
P-3	RIGHT & LEFT ELEVATIONS PLAN	P-10	GENERAL CONTRACTOR NOTES
P-4	MAIN FLOOR PLAN	P-11	TYPICAL FOUNDATION DETAILS
P-5	FOUNDATION PLAN	P-12	TYPICAL ROOF EAVES DETAILS
P-6	ROOF PLAN		
P-7	ELECTRICAL PLAN		

GENERAL NOTES AND SPECIFICATIONS

THE CONTRACTOR SHALL FULLY COMPLY WITH THE 2006 IBC AND ALL ADDITIONAL STATE AND LOCAL CODE REQUIREMENTS. 2006 IBC AND 2006 IMC SHALL BE USED. THE CONTRACTOR SHALL ASSUME FULL RESPONSIBILITY FOR ANY WORK KNOWINGLY PERFORMED CONTRARY TO SUCH LAWS, ORDINANCES OR REGULATIONS. THE CONTRACTOR SHALL ALSO PERFORM COORDINATION WITH ALL UTILITIES AND STATE SERVICE AUTHORITIES.

WRITTEN DIMENSIONS ON THESE DRAWINGS SHALL TAKE PRECEDENCE OVER SCALED DIMENSIONS. THE GENERAL CONTRACTOR SHALL VERIFY AND IS RESPONSIBLE FOR ALL DIMENSIONS (INCLUDING ROUGH OPENINGS).

THE GENERAL CONTRACTOR IS RESPONSIBLE FOR THE DESIGN AND PROPER FUNCTION OF PLUMBING, HVAC AND ELECTRICAL SYSTEMS.

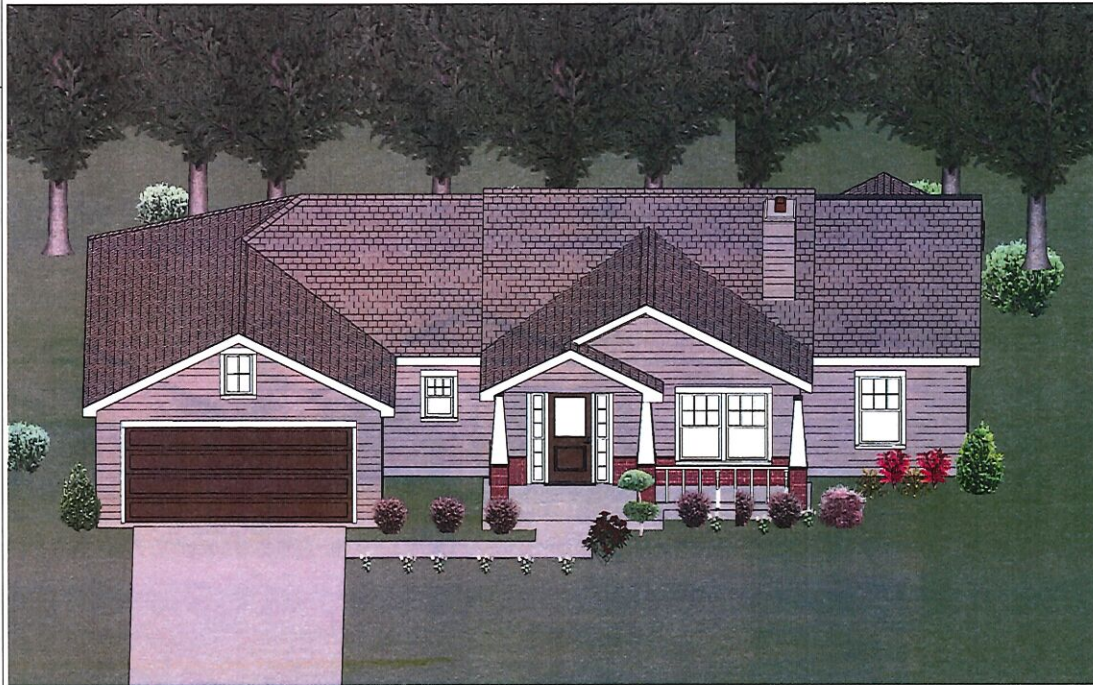
THIS OFFICE SHALL NOT BE RESPONSIBLE FOR CONSTRUCTION MEANS AND METHODS, ACTS OR OMISSIONS OF THE CONTRACTOR OR SUBCONTRACTOR, OR FAILURE OF ANY OF THEM TO CARRY OUT WORK IN ACCORDANCE WITH THE CONSTRUCTION DOCUMENTS.

THIS STRUCTURE SHALL BE ADEQUATELY BRACED FOR WIND LOADS UNTIL THE ROOF, FLOOR AND WALLS HAVE BEEN PERMANENTLY FRAMED TOGETHER AND SHEATHED.

INSTALL WEATHERPROOF GYPSUM BOARD AT ALL WATER SPLASH AREAS TO MINIMUM 70" ABOVE SHOWER DRAINS.

EXHAUST ALL VENTS AND FANS DIRECTLY TO OUTSIDE VIA METAL DUCTS. PROVIDE 40 CFM (MIN) FANS TO PROVIDE 5 AIR CHANGES PER HOUR IN BATHS CONTAINING TUB AND / OR SHOWER AND IN LAUNDRY ROOMS.

PROVIDE SOLID BLOCKING UNDER ALL BEARING WALLS PERPENDICULAR TO JOISTS AND OTHER BEARING POINTS NOT OTHERWISE PROVIDED WITH SUPPORT.



REVISION TABLE	NUMBER	DATE	REVISOR	DESCRIPTION

CONTENT
Plan For Mike Conner
Master 24x36 Layout Page

Plan For
Mike Conner
Lot 14, Hatfieldwood Rd.

DRAWINGS PROVIDED BY:
TRENT PLANS
DENNIS & DANIEL GARNER

DATE:
5/31/19

SCALE:
NONE

SHEET:
P-1

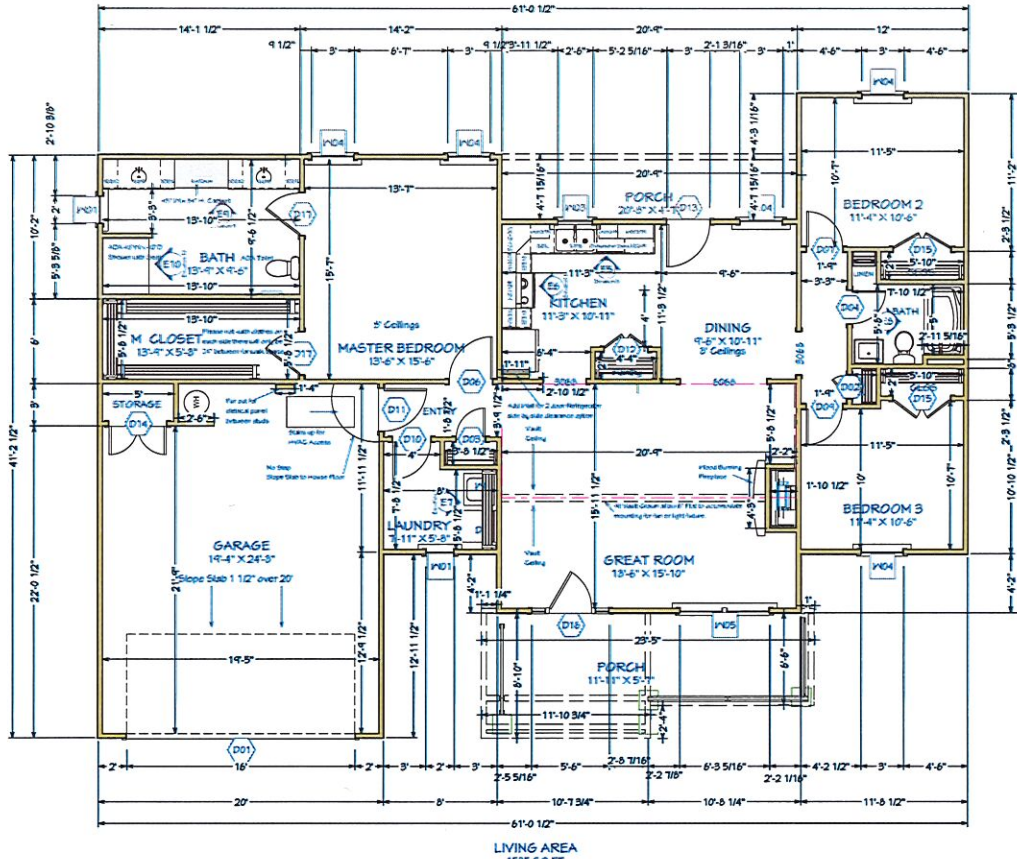
Floor Plan Notes:

- All Bedroom windows must meet egress code requirements. Check local Codes.
- All Glass located within 16" of floor, 24" of a door or locate within 60" of floor at bathtubs shall be Tempered Glass to comply with IRC Section R308.4.8.
- Window size compliance should be verified with Manufacturer before ordering.
- Windows on Main are 20" floor to bottom Except Baths are 44" floor to bottom
- Contractor shall coordinate all closet shelving
- WRITTEN DIMENSIONS have precedence over scaled dimensions on these drawing.
- Bathrooms and utility rooms shall be vented to the outside with a minimum of 40 CFM fan. Range hoods shall be vented to outside.
- Attic HVAC units shall be located within 20' of it's service opening. Return air grills shall not be located within 10' of a gas fired appliance.
- All walls and ceilings in garage and garage storage areas to have 5/8" type-X GYP. Board w/ 1hour fire rating. All exterior doors in garage to be metal or solid core doors Including doors entering heat/cooled portion of residence.
- All interior walls shall be covered with 1/2" Gypsum board with metal corner reinforcing. Tape float and sand (3 coats) use 5/8" gypsum board on ceilings when supporting members are 24" O.C. or greater. Use 1/2" gypsum board on ceilings when supporting members are less than 24".
- All bath and toilet area walls and ceilings shall have water resistant Gypsum board.

All Ceilings 8' unless noted
 HVAC in attic unless noted
 Water Heater in Garage or Basement

WALL PANEL NOTES:
 B.P. BRACED WALL PANEL
 3-4" MIN. LENGTH w/ 7/16" OSB OR 1/2" PLYWOOD AND 8d COMMONS @ 16" AT ALL PANEL EDGES, 12" @ FIELD.
 I.B.P. INTERIOR BRACED WALL PANEL
 12" GYP. BD PER R 602.10.3(5); 1/2" GWSB EACH SIDE w/ #6 X 1 1/4 TYPE S OR W SCREWS PERS ASTM C1002 @ 7" @ ALL SUPPORTS
 A.B.P. ALTERNATE BRACED WALL PANEL
 2-8" MIN. WIDTH w/ 7/16" OSB OR 1/2" PLYWOOD AND 8d COMMONS @ 16" AT ALL PANEL EDGES, 12" @ FIELD & (2) A.B. PER PANEL LOCATED AT 1/4 POINTS & 1800# MIN. HOLDDOWN EACH END *HPAND22 OR STD10)

NOTE: Material shown are subject to change by contractor.
 Allow for differences in Bath Tub, Shower, Doors, Fireplace etc. at FRAMING STAGE.



Floor Plan Specifications:

3 Bedrooms
 2 Bathrooms

Total Heated/Cooled	1595 SQ. FT.
Main Level.....	1595 SQ. FT.
Bonus Level	0000 SQ. FT.
Basement Level	0000 SQ. FT.
Garages, Storage	473 SQ. FT.
Porches	255 SQ. FT.
2 Car Garage	Yes

- Wire Closet Shelves**
 Standard shelf dimensions from floor.
- His Closet: 12" Shelves
 Sides & Back wall 41" & 82"
 2 Sides by Door-locate at: 21, 41, 54, 68, 82"
 - Her Closet: 12" Shelves
 Sides & Back wall 68" & 82"
 Shoe Storage-locate at: 21, 41, 54, 68, 82"
 - Entry Coat Closet: 12" Shelves
 Back wall-locate at: 68" & 82"
 - Bedroom Closet: 12" Shelves
 Back wall-locate at: 68" & 82"
 - Pantry: 16" Shelves Back wall
 Locate at: 26, 40, 54, 68, 82"
 - Laundry Shelf: 12" Shelves
 Locate at: 62"

REVISION TABLE	REVISION DATE	REVISION DESCRIPTION

Main Floor Plan

Plan For
 Mike Conner
 Lot 14, Hardwood Rd.

DRAWINGS PROVIDED BY:
 TRENT PLANS
 DENNIS & DANIEL GARNER

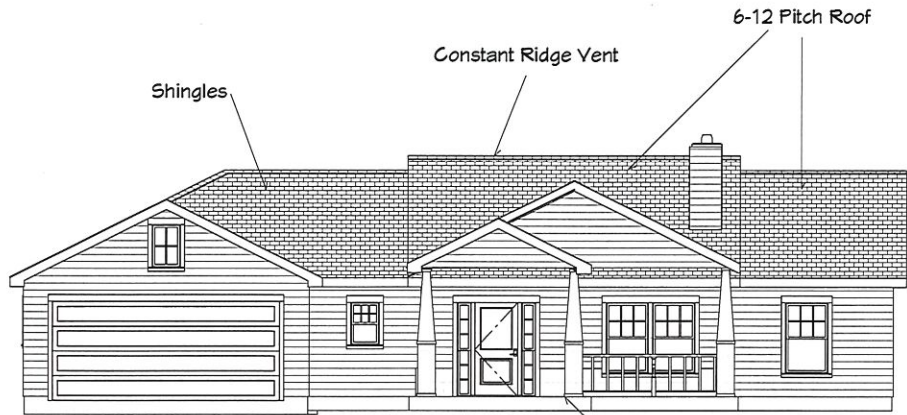
DATE:
 5/31/19
 SCALE:
 1/4"=1'
 SHEET:
 P-4

- NOTE:
- HVAC to be in attic. Verify with builder.
 - Upper floor ceiling height to be 8'-0" unless noted
 - Upper floor joists to be 16-1/2" open web truss.
 - IF Trusses @ 16" O.C. w/ 3/4" T&G stud floor glued and screwed. See Truss Manufacturer for floor truss layouts. All open web floor trusses to be designed & engineered by truss manuf. Truss manuf. will provide truss layout based on engineering truss manufacturer. Trusses to be supplied with chamfered end on selected units to allow for wall support and rafter clearance.

ELEVATION NOTES:

1. Gutters and Downspouts are not shown for Clarity. Downspouts shall be located towards the front and rear of the house. Locate Downspouts in non-visible offensive location.
2. Plumbing and HVAC shall be grouped in attic to limit roof penetrations and to be located away from public view I.E. at the rear of the house and shall be primed and painted to match roof color.
3. Attic to be insulated
4. Exterior flashing shall be correctly installed at all connections between roofs, walls, chimneys, projections and penetrations as required by approved construction practices.
5. Contractor shall provide adequate attic ventilation / Roof vents per local governing code. Install continuous ridge ventilation and paint to match roof provide appropriate soffit ventilation at overhang.
6. Handrails shall be mounted 34" above nosing of stairs. Guardrails shall be mounted at 36".

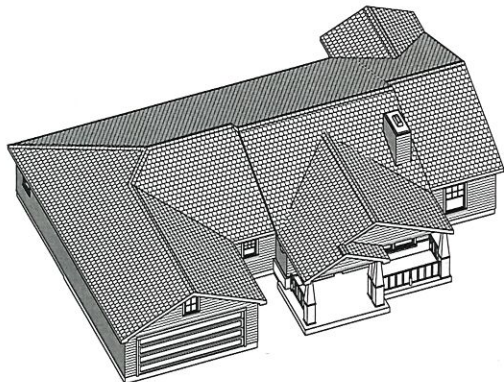
6" Freeze Board
Cornice



Veneer Siding
(4 Sides, Gables & Chimney)

24" High Brick or Stone
Watermark around Front Porch

Front Elevation



Roof View



Rear Elevation



NUMBER	DATE	REVISION	DESCRIPTION

Front & Rear
Elevations

Plan For
Mike Conner
Lot 14, Hardwood Rd.

DRAWINGS PROVIDED BY:
TRENT PLANS
DENNIS & DANIEL GARNER

DATE:

5/31/19

SCALE:

1/4"=1'

SHEET:

P-2

Thursday, September 26, 2019



LOCATION

Property Address	Hardwood Rd GA
Subdivision	Meadowbrook
County	Walton County, GA

GENERAL PARCEL INFORMATION

Parcel ID/Tax ID	NM09B-031
Alternate Parcel ID	35746
Account Number	
District/Ward	04
2010 Census Trct/Blk	1107/1
Assessor Roll Year	2018

PROPERTY SUMMARY

Property Type	Residential
Land Use	Residential Lot
Improvement Type	
Square Feet	

CURRENT OWNER

Name	Reston Inc
Mailing Address	1631 S Broad St Monroe, GA 30655-2264

SALES HISTORY THROUGH 09/14/2019

Date	Amount	Buyer/Owners	Seller	Instrument	No. Parcels	Book/Page Or Document#
12/8/2017	\$7,500	Reston Inc	Liles William G	Land Market - Vacant		4166/79
8/31/2015		Goga Patricia Diane	Liles William G	Unqualified - Vacant	2	3815/357
1/19/2006		Liles William G	Liles William R Estate	Unqualified - Vacant	3	2387/48
5/29/2001		Liles William R Estate	Liles William R	Unqualified - Vacant	3	1238/364
		Liles William R		Unqualified Sale		166/262

TAX ASSESSMENT

Appraisal	Amount	Assessment	Amount
Appraisal Year	2018	Assessment Year	2018
Appraised Land	\$25,000	Assessed Land	\$10,000
Appraised Improvements		Assessed Improvements	
Total Tax Appraisal	\$25,000	Total Assessment	\$10,000
		Exempt Amount	
		Exempt Reason	

TAXES

Tax Year	City Taxes	County Taxes	Total Taxes
2018			\$334.40
2017			\$199.59
2016			\$203.73
2015			\$210.03
2014			\$212.29
2012			\$212.46

170

MORTGAGE HISTORY

No mortgages were found for this parcel.

FORECLOSURE HISTORY

No foreclosures were found for this parcel.

PROPERTY CHARACTERISTICS: BUILDING

No Buildings were found for this parcel.

PROPERTY CHARACTERISTICS: EXTRA FEATURES

No extra features were found for this parcel.

PROPERTY CHARACTERISTICS: LOT

Land Use	Residential Lot	Lot Dimensions	
Block/Lot	B/14	Lot Square Feet	19,166
Latitude/Longitude	33.768598°/-83.721503°	Acreage	0.44

PROPERTY CHARACTERISTICS: UTILITIES/AREA

Gas Source		Road Type	County Paved Paved
Electric Source		Topography	High
Water Source		District Trend	
Sewer Source		Special School District 1	
Zoning Code	R1	Special School District 2	
Owner Type			

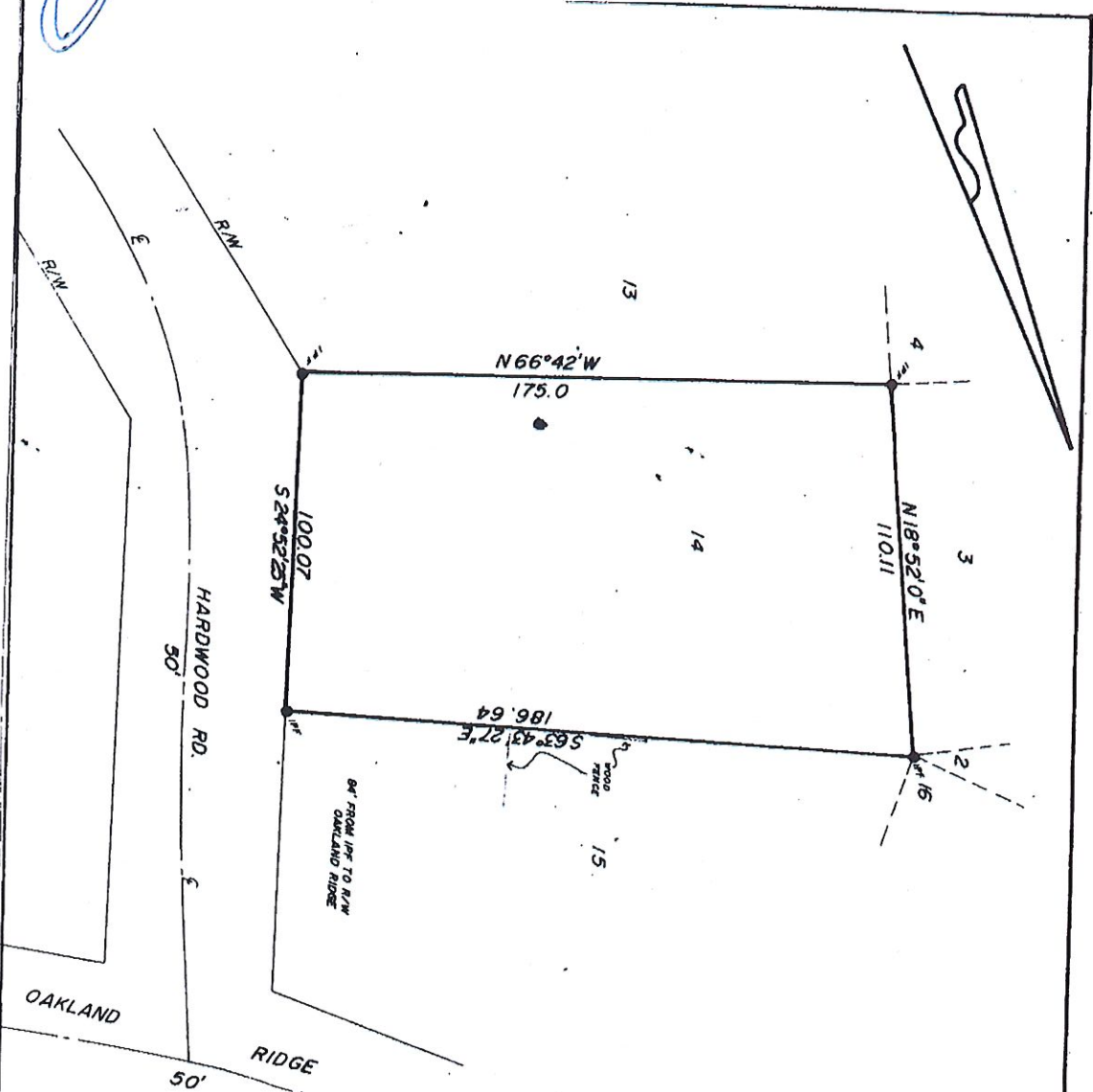
LEGAL DESCRIPTION

Subdivision	Meadowbrook	Plat Book/Page	25/110
Block/Lot	B/14	District/Ward	04
Description	#14B Meadowbrook Estates .44Ac Landlot: 33 Landdist: 3		

FEMA FLOOD ZONES

Zone Code	Flood Risk	BFE	Description	FIRM Panel ID	FIRM Panel Eff. Date
X	Minimal		Area of minimal flood hazard, usually depicted on FIRMs as above the 500-year flood level.	13297C0138E	12/08/2016

Exhibit A

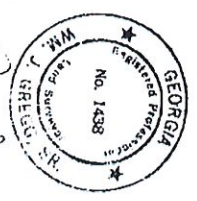


25-11

SURVEY FOR
WILLIAM R. LILES
 LOT 14 SECT. 'B'
 MEADOWBROOK ESTATES
 MOWBEE, WALTON COUNTY, GEORGIA

SCALE 1" = 30'
 JUNE 27, 1979
 REVISED: JULY 2, 1979

SURVEYED BY
 GREGG & ASSOC.
 MOWBEE, GEORGIA



I certify that this plat is correct and a true representation of the conditions on the property.
 GEORGIA REGISTERED PROFESSIONAL ENGINEER
 WILLIAM J. GREIG, No. 1438
 REGISTERED CIVIL ENGINEERING

RECORDED
 This 17 day of July, 1979
 Thomas B. Bickel
 Clerk, Walton Superior Court

October 21, 2019

Brooke Wenzel
Conner Grading & Landscaping
Lot 14 Hardwood Rd.
Monroe, Ga. 30655

Re: Lot 14 Hardwood Road, Monroe, Walton County, Georgia

To Whom It May Concern;

Walton Electric Membership Corporation has the electric distribution facilities to serve the properties located at Lot 14 Hardwood Road, Monroe, Walton County, Georgia. The electric service provided will be subject to the Cooperative's Service Rules and Regulations.

Sincerely,
Debra Clay
E&O Administrative Assistant



Date: September 26, 2019

In Re: Utilities

To Whom It May Concern:

The City of Monroe offers five different utilities in our service territory. The five utilities are: electricity, natural gas, water, wastewater and telecommunication.

The utilities checked below are available at Parcel NMO9B031, Lot 14, in the City of Monroe, Georgia.

- ELECTRICITY
- NATURAL GAS
- WATER
- WASTEWATER
- TELECOMMUNICATION

Please contact our office for any additional information needed. We look forward to serving your utility needs.

Vashon T. Hill
City of Monroe

**NOTICE TO THE PUBLIC
CITY OF MONROE**

**A petition has been filed with the
City of Monroe requesting the
property at 0 Hardwood Road
to be rezoned from R-1 County to
R-1 City and Annexed**

**A public hearing will be held before
the Monroe Planning and Zoning
Commission at City Hall Auditorium at
215 N. Broad Street on November 19, 2019
at 5:30 P.M. All those having an
interest should be present to voice
their interest.**

**A petition has been filed with the
City of Monroe requesting the
property at 0 Hardwood Road
to be rezoned from R-1 County to
R-1 City and Annexed**

**A public hearing will be held before
The Mayor and City Council
at the City Hall Auditorium at
215 N. Broad Street on December 10, 2019
at 6:00 P.M. All those having an
interest should be present to voice
their interest.**

**PLEASE RUN ON THE
FOLLOWING DATE:**

November 3, 2019



To: Planning and Zoning / City Council
From: Patrick Kelley
Department: Planning, Zoning, Code and Development
Date: 10-28-19
Description: Request for variance of lot frontage requirement of 75' in R1A zoning.
 310 North Madison Avenue

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA

Budget Available: NA

Requested Expense: \$NA

Company of Purchase: NA

Recommendation: *Approve as requested*

Background: The property currently houses a single family residence which is to be demolished and the lot will be subdivided to accommodate two new single family dwelling units ,one each, on the resultant lots. The variance will amount to an approximate 5' reduction in frontage for each lot. This is less than a 7% reduction.

Attachment(s): application and supporting documents.



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

Plan Report

Plan NO.: VAR-00003 **176**

Plan Type: Variance
 Work Classification: Variance
 Plan Status: In Review

Apply Date: 10/18/2019 **Expiration:**

Location Address	Parcel Number
310 N MADISON AVE, MONROE, GA 30655	M0120124


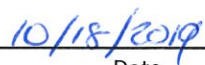
Contacts	
Nancy Tonnessen 1409 SHADOW STONE DR, WINDER, GA 30680 (678)677-2012	Owner
Shauna & Clayton Mathias 302 N Madison AVE, Monroe, GA 30655	Applicant

Description: Request for Variance of Sect 700.1 Table 11 - P&Z Mtg 11/19/19 @ 5:30 pm, Council Mtg 12/10/19 @ 6:00 pm 215 N Broad St

Valuation:	\$0.00
Total Sq Feet:	0.00

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

Payments	Amt Paid
Total Fees	\$100.00
Check # 1020	\$100.00
Amount Due:	\$0.00

Condition Name	Description	Comments
	 Issued By: Debbie Adkinson  Plan_Signature_1	October 18, 2019 Date  Date
	Plan_Signature_2	Date



Variance/Conditional Use Application

Application must be submitted to the Code Department ⁴⁵~~45~~ days prior to the Planning & Zoning Meeting of: ₃₀

Meeting of: _____

Your representative must be present at the meeting

Street address 310 N. Madison Ave. Council District _____ / 2 Map and Parcel # _____
Zoning R1A Acreage 0.89 Proposed Use R1A Road Frontage 139.88 ft. / on
N. Madison Ave. (street or streets)

Applicant
Name Clayton Matthias
Address 302 N. Madison Ave. Monroe 30085
Phone # 404-358-0861

Owner
Name Nancy Tonnessen
Address 1400 Shadowstone Dr. Winder, GA 30080
Phone # 678-677-2012

Request Type: (check one) Variance Conditional Use _____

Nature of proposed use, including without limitation the type of activity proposed, manner of operation, number of occupants and/or employees, hours of operation, number of vehicle trips, water and sewer use, and similar matters:

Divide parcel (per attached site plan) to allow construction of two single family residences (plans also attached).

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

Current structure is zoned R1 and proposed structure(s) will also be single family residential. Adjacent lots are also R1 single family residential.

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

Will allow for slightly more dense in-town home ownership. ~~Complies~~ Complies fully with 1425.5(1-10) - Conforms with previously issued variances by the City of Monroe.

State area, dimensions and details of the proposed structure(s) or use(s), including without limitation, existing and proposed parking, landscaped areas, height and setbacks of any proposed buildings, and location and number of proposed parking/loading spaces and access ways:

Proposing to have 2 lots with 70 ft. road frontage and to construct 2 single family residences at no more than 35 ft. width to maintain 10 ft setbacks with 1 paved driveway for each property. (See attached floor plans).

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

It is not economically viable to rebuild existing structure as currently plotted

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

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

Documents to be submitted with request:

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

Application Fees:

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

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

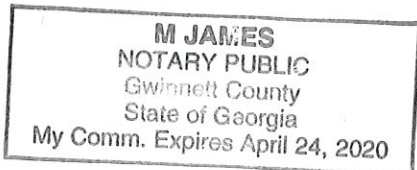
The above statements and accompanying materials are complete and accurate. Applicant hereby authorizes Code department personnel to enter upon and inspect the property for all purposes allowed and required by the zoning ordinance and the development regulations.

Signature [Handwritten Signature] Date: 10/10/19

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

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

Signature [Handwritten Signature] Date: 10-17-19
[Handwritten Signature] Date: 10-17-19



Notary Public
Commission Expires: 4/24/2020

I hereby withdraw the above application: Signature [Handwritten Signature] Date _____

2019 Property Tax Statement

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

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

JACKSON ROBERT & NANCY
 310 N MADISON AVE

MONROE, GA 30655

RETURN THIS PORTION WITH PAYMENT

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

Bill No.	Due Date	Current Due	Prior Payment	Back Taxes	*Total Due*
2019-18637	11/15/2019	\$1,249.67	\$0.00	\$0.00	\$1,249.67

Map: M0120-00000-124-000
 Location: 310 MADISON AVE N
 Account No: 372740 010

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

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

Tax Commissioner
 303 South Hammond Drive STE 100
 Walton County Government Building
 Monroe, Georgia 30655
 Ph: 770-266-1736, Fax: 770-267-1416



Tax Payer: JACKSON ROBERT & NANCY
Map Code: M0120-00000-124-000
Description: LOT
Location: 310 MADISON AVE N
Bill No: 2019-18637

Building Value	Land Value	Acres	Fair Market Value	Due Date	Billing Date	Payment Good through	Exemptions
0.00	0.00	0.0000	\$78,880.00	11/15/2019	08/14/2019		

Entity	Adjusted FMV	Net Assessment	Exemptions	Taxable Value	Millage Rate	Gross Tax	Credit	Net Tax
CITY BOND	\$0.00	\$31,552.00	\$0.00	\$31,552.00	0.001981	\$62.50	\$0.00	\$62.50
CITY TAX	\$0.00	\$31,552.00	\$0.00	\$31,552.00	0.005821	\$323.88	-\$140.22	\$183.66
COUNTY	\$0.00	\$31,552.00	\$0.00	\$31,552.00	0.010905	\$424.69	-\$80.62	\$344.07
SCH BOND	\$0.00	\$31,552.00	\$0.00	\$31,552.00	0.002300	\$72.57	\$0.00	\$72.57
SCHOOL	\$0.00	\$31,552.00	\$0.00	\$31,552.00	0.018600	\$586.87	\$0.00	\$586.87
TOTALS					0.039607	\$1,470.51	-\$220.84	\$1,249.67

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

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

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

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

Current Due	\$1,249.67
Discount	\$0.00
Penalty	\$0.00
Interest	\$0.00
Other Fees	\$0.00
Previous Payments	\$0.00
Back Taxes	\$0.00
Total Due	\$1,249.67

Return Recorded Document to:
 PRESTON & MALCOM, P.C.
 Attorneys at Law
 Post Office Box 984
 110 Court Street
 Monroe, Georgia 30655
 FILE #: 19-25057

LIMITED
 WARRANTY DEED

STATE OF GEORGIA
 COUNTY OF WALTON

THIS INDENTURE, made this 29th day of April, 2019, between ROBERT V. JACKSON, III, MANDY M. BRASWELL, AND KENNETH B. JACKSON, of the County of Walton and State of Georgia, as party or parties of the first part, hereinunder called Grantor, and NANCY TONNESSEN, as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that: Grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable considerations in hand paid, at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee.

All that tract or parcel of land, together with all improvements thereon, situate, lying and being in the State of Georgia, County of Walton, City of Monroe, located in Land Lot 64 of the 3rd Land District, Town G.M.D. 419, containing 0.91 acres, more or less, according to survey entitled, "Survey For: Robert V. Jackson & Nancy A. Jackson," dated July 14, 1993, prepared by Gregg & Associates, certified by WM J. Gregg, Sr., Georgia Registered Land Surveyor No. 1438, and recorded in Plat Book 14, page 128, Walton County, Georgia records. Reference to said plat of survey and the record thereof being hereby made for a more complete description.

This being the real property more commonly known as 310 N. Madison Avenue, according to the present system of numbering properties in the City of Monroe, Walton County, Georgia.

Map Parcel No.: M0120-00000-124-000

This Deed is given subject to all easements and restrictions of record.

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

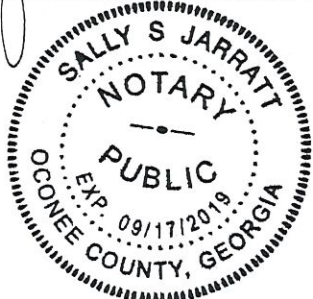
AND THE SAID Grantor will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons by, through and under the above-named Grantor.

IN WITNESS WHEREOF, Grantor has hereunto set Grantor's hand and seal this day and year first above written.

Signed, sealed and delivered
 in the presence of:

[Signature]
 Unofficial Witness

[Signature]
 Notary Public



[Signature] (Seal)
 Robert V. Jackson, III

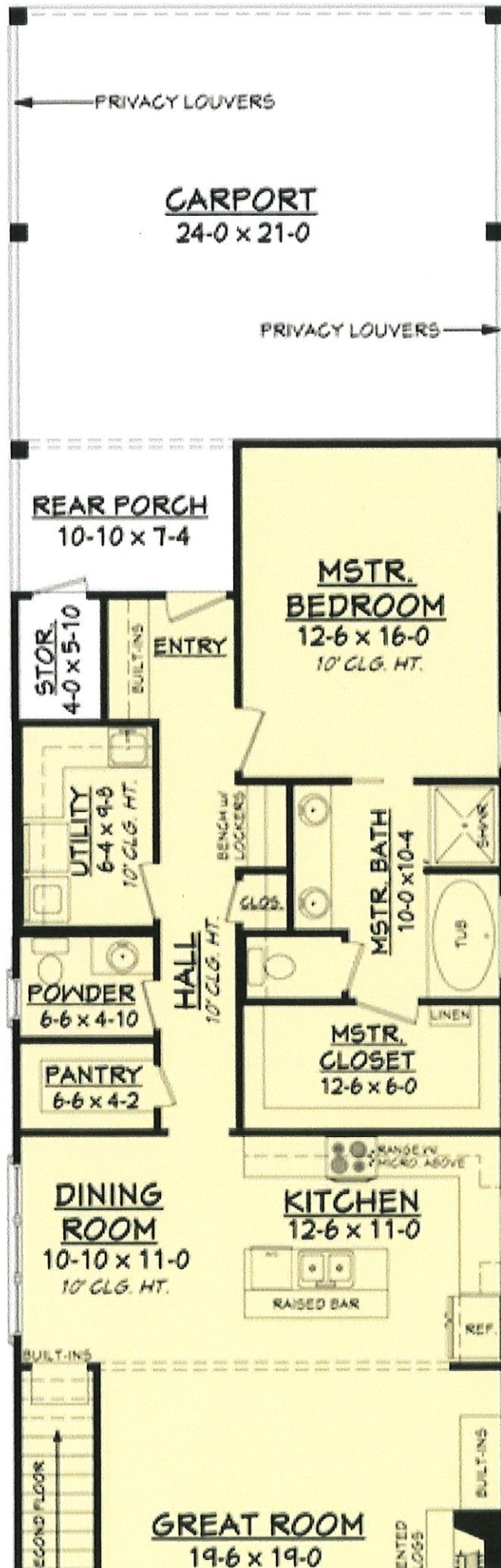
[Signature] (Seal)
 Mandy M. Braswell

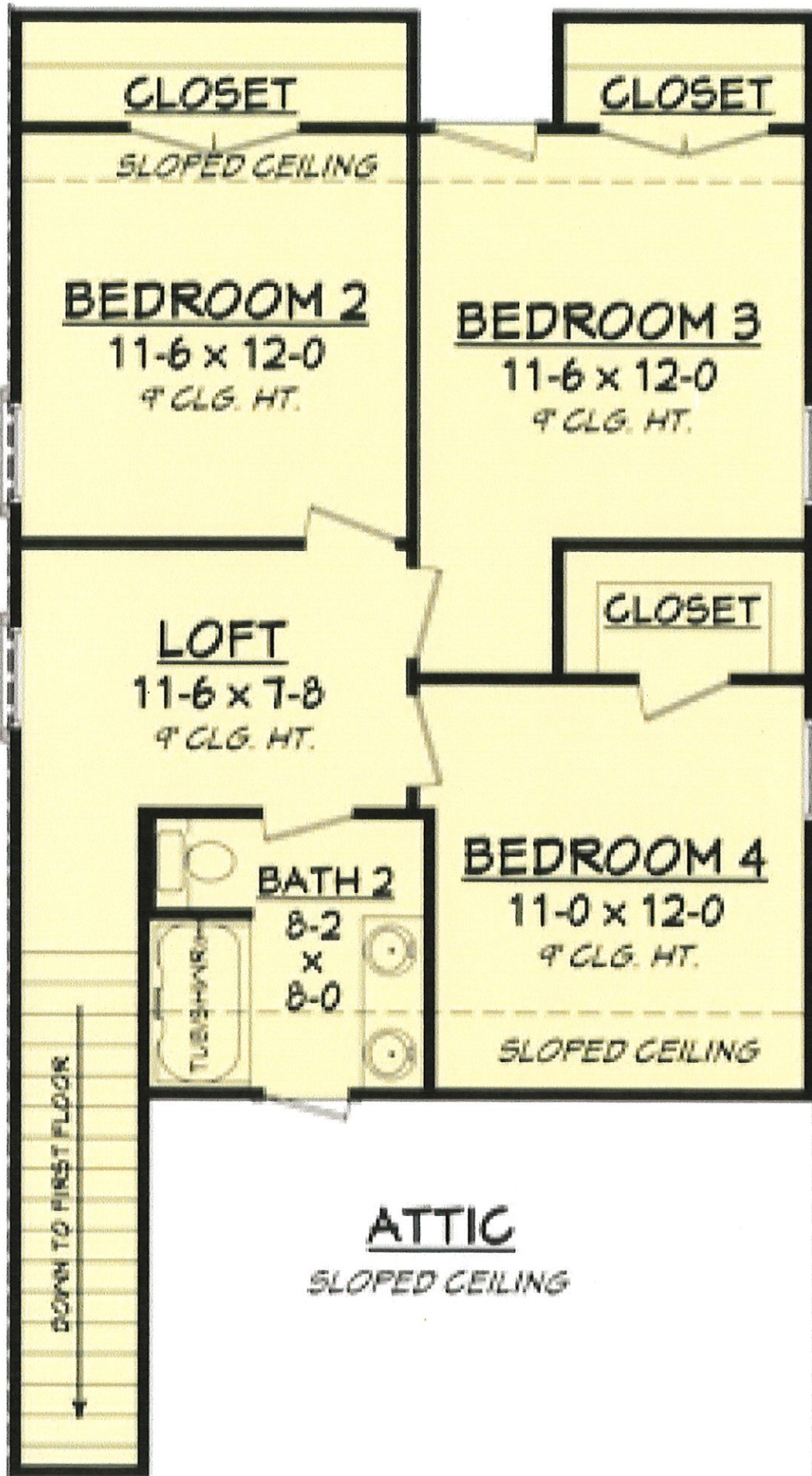
[Signature] (Seal)
 Kenneth B. Jackson, by

Kenneth B. Jackson, by and through Mandy M. Braswell, his Attorney-in-Fact, by that certain Specific Power of Attorney, filed contemporaneously herewith

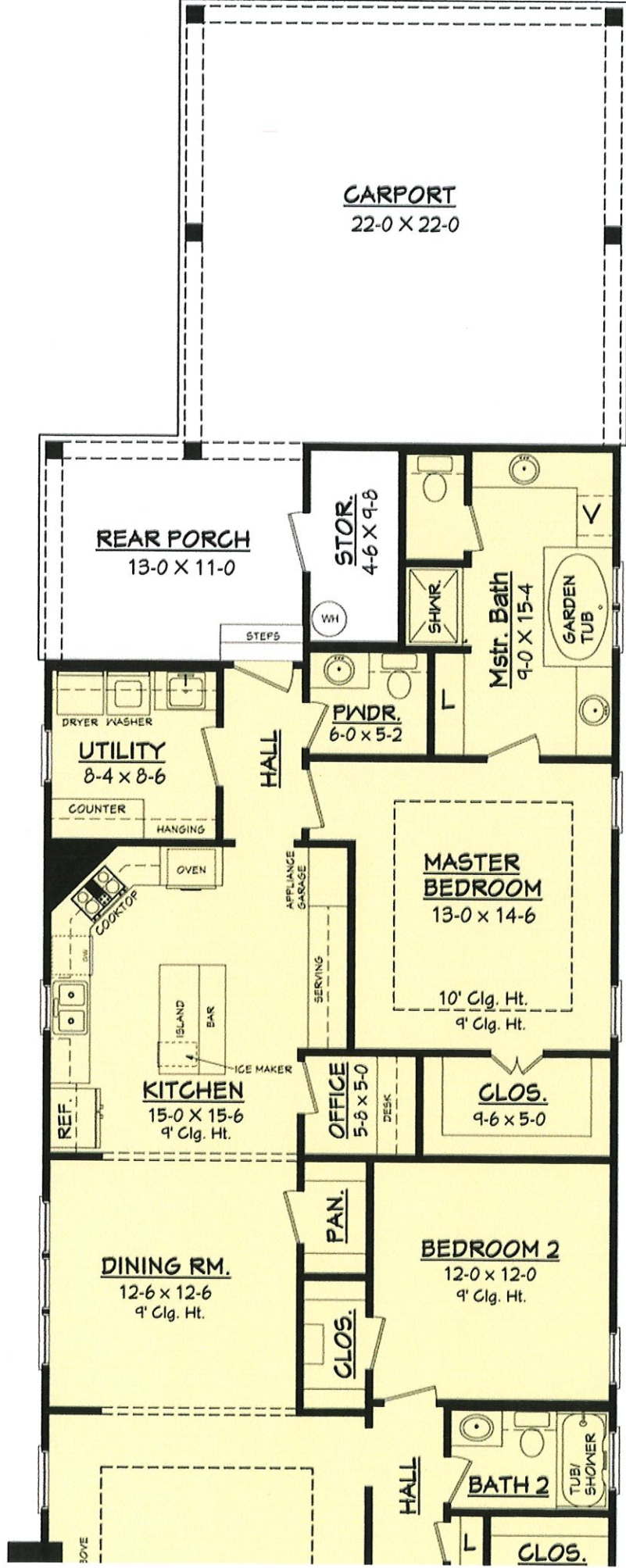
[Signature]
 Mandy M. Braswell, his Attorney-in-Fact.











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

NOTE: THE INITIAL CONTROL POINTS FOR THIS SURVEY WERE LOCATED UTILIZING GPS. THE EQUIPMENT USED WAS A CHAMPION TKO DUAL FREQUENCY RECEIVER WITH A SCEPTER TWO DATA COLLECTOR RUNNING CARLSON SURVCE SOFTWARE. NETWORK RTK CORRECTIONS WERE RECEIVED VIA A CELLULAR MODEM. THE TYPE OF SURVEY WAS NETWORK RTK UTILIZING TRIMBLE VRS REAL TIME NETWORK OPERATED BY eGPS SOLUTIONS, INC. THE RELATIVE POSITIONAL ACCURACY, AS CALCULATED ACCORDING TO THE FEDERAL GEOGRAPHIC DATA COMMITTEE PART 3: NATIONAL STANDARD FOR SPATIAL DATA ACCURACY IS 0.04 FT. HORIZONTAL AND 0.07 FT. VERTICAL AT A 95% CONFIDENCE LEVEL.

NOTE: A PORTION OF THE PROPERTY SHOWN HEREON IS IN A DESIGNATED FLOOD HAZARD AREA, ACCORDING TO THE F.I.R.M. NO. 13297C0137E DATED 12/08/2016

THIS BLOCK RESERVED FOR THE CLERK SUPERIOR COURT

NOTE: NO FIELD SURVEYING WORK WAS DONE IN THE PREPERATION OF THIS PLAT. THIS PLAT IS FOR VARIANCE REQUEST ONLY, NOT A SURVEY AND NOT FOR RECORDING OR TRANSFER OF TITLE.

GRID NORTH GA. WEST ZONE

THEODORE A. LOTZ
316 N. MADISON AVE.
TAX PARCEL M0120125
DB. 3720, PG. 299
PB. 58, PG. 151
ZONED R1A

THEODORE A. LOTZ
316 N. MADISON AVE.
TAX PARCEL M0120125
DB. 3720, PG. 299
PB. 58, PG. 151
ZONED R1A

ROBERT O. HIGHSMITH
306 N. MADISON AVE.
TAX PARCEL M0120123
DB. 90, PG. 311
ZONED R1A

APPARENT 50' R/W ~ NORTH MADISON AVENUE

PLATTED DISTANCE IS 140.00'

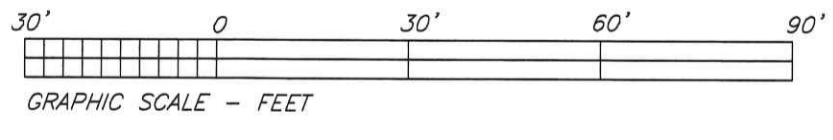
PROPOSED 70.00'

PROPOSED 70.00'

245.00'
10' B.S.L.

PROPOSED PROPERTY LINE
315.92'

365.30'



THE PURPOSE OF THIS PLAT IS FOR A VARIANCE REQUEST TO REDUCE THE MINIMUM FRONATGE FOR THE CREATION OF A NEW BUILDABLE TAX PARCEL AND TWO NEW HOMES.

- LEGEND**
- R.B.F. = REBAR FOUND
 - I.P.S. = IRON PIN SET WITH CAP STAMPED "ALCOVY"
 - C.M.F. = CONCRETE MONUMENT FOUND
 - O.T.P. = OPEN TOP PIPE
 - C.T.P. = CRIMPED TOP PIPE
 - R/W = RIGHT OF WAY
 - P.L. = PROPERTY LINE
 - C.L. = CENTER LINE
 - B.S.L. = BUILDING SETBACK LINE
 - L.L. = LAND LOT
 - L.L.L. = LAND LOT LINE
 - G.M.D. = GEORGIA MILITIA DISTRICT
 - T.B.M. = TEMPORARY BENCH MARK
 - R. = RADIUS
 - CH. = CHORD
 - TAN. = TANGENT
 - N/F. = NOW OR FORMERLY
 - D.B. = DEED BOOK
 - P.B. = PLAT BOOK
 - PG. = PAGE
 - D.E. = DRAINAGE EASEMENT
 - S.S.E. = SANITARY SEWER EASEMENT
 - F.F.E. = FINISHED FLOOR ELEVATION
 - MH. = MANHOLE
 - DI. = DRAIN INLET
 - FH. = FIRE HYDRANT
 - LP. = LIGHT POLE
 - PP. = POWER POLE
 - PL. = POWER LINE
 - FL. = FENCE LINE
 - WL. = WATER LINE
 - GL. = GAS LINE
 - V. = VALVE
 - W. = WELL
 - (DISTANCE) = DEED OR PLAT CALL
 - P.O.C. = POINT OF COMMENCEMENT
 - P.O.B. = POINT OF BEGINNING

PER CURRENT TAX INFORMATION
OWNER:
NANCY TONNESSEN
310 N. MADISON AVE.
MONROE, GA. 30655



REQUEST FOR VARIANCE PLAT FOR:

NANCY TONNESSEN
TAX PARCEL M0120124, 310 N. MADISON AVE., ZONED R1A

FIELD WORK DATE: NONE DATE OF PLAT PREPARATION: 9/24/19

LAND LOT(S) 64 3rd DISTRICT WALTON COUNTY, GEORGIA

ALCOVY SURVEYING AND ENGINEERING, INC. SCALE: 1" = 30'

2205 HWY. 81 S., LOGANVILLE, GA. 30052 JOB NO. 19-214

Phone 770-466-4002 - LSF #000759

**NOTICE TO THE PUBLIC
CITY OF MONROE**

The City of Monroe has received a request for a variance of Article VII, Sect 700.1, Table 11, road frontage at 310 N Madison Ave. A public hearing will be held on November 19, 2019 before the Planning & Zoning Commission, at 5:30 P. M.

The City of Monroe has received a request for a variance of Article VII, Sect 700.1, Table 11, road frontage at 310 N Madison Ave. A public hearing will be held on December 10, 2019 before the Mayor and Council, at 6:00 pm.

The meeting will be held in City Hall Meeting Room, 215 North Broad Street. All those having an interest should be present.

**Please run on the
following date:**

November 3, 2019



To: Planning and Zoning / City Council
From: Patrick Kelley
Department: Planning, Zoning, Code and Development
Date: 10-28-19
Description: Annexation and rezone of property at 0 Hardwood Rd. Parcel # NM09B-031
 Currently R1 County. Requested zoning is R1 City.

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation: *Approve as requested*
House plans will have to be approved separately at the time of permitting.

Background: The applicant wishes to have this property brought into the city limits in order to build a house and be on city utilities at the resident utility rates. The property is currently vacant and the owner intends to build a house for his mother on this property. It is a single family residential lot that abuts single family residential zoning within the City. The current zoning is R1 County. The requested zoning is R1 City.

Attachment(s): application and supporting documents.



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

Plan Report

Plan NO.: ZONE-00003 190

Plan Type: Rezone

Work Classification: Annexation - Map Amendment

Plan Status: In Review

Apply Date: 10/25/2019

Expiration:

Location Address

0 HARDWOOD ROAD, MONROE, GA 30655

Contacts

AUBREY CONNER **Applicant**
271 Stock Gap Road, Monroe, GA 30656
(770)652-3463

Description: REQUEST FOR REZONE AND ANNEXATION - P&Z MTG 11/19/19 @ 5:30 PM - COUNCIL MTG 12/10/19 @ 6:00 PM 215 N BROAD STREET

Valuation: \$0.00
Total Sq Feet: 0.00

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

Payments	Amt Paid
Total Fees	\$100.00
Check # 412	\$100.00
Amount Due:	\$0.00

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

Issued By: Debbie Adkinson

October 25, 2019

Date

Plan_Signature_1

Date

Plan_Signature_2

Date

REZONE/ANNEXATION APPLICATION FORM

PERMIT NUMBER _____

- I. LOCATION Hardwood Rd
 COUNCIL DISTRICT _____
 MAPNUMBER ~~000~~ Nm09B
 PARCEL NUMBER Nm09B-031
- II. PRESENT ZONING R16 REQUESTED ZONING R1 City
- III. ACREAGE 0.44 PROPOSED USE Residential
- IV. OWNER OF RECORD Aubrey L Conner
 ADDRESS 271 Stock gap Rd Monroe Ga 30656
 PHONE NUMBER 770-652-3463

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

- V. ANALYSIS:
- A description of all existing uses and zoning of nearby property
Residential zone R1 City and R1 county
 - Description of the extent to which the property value of the subject property is diminished by the existing zoning district classification
None
 - The existing value of the property contained in the petition for rezoning under the existing zoning classification
25,000.⁰⁰
 - The value of the property contained in the application for rezoning under the proposed zoning Classification
25,000.⁰⁰
 - A description of the suitability of the subject property under the existing zoning classification
N/A
 - A description of the suitability of the subject property under the proposed zoning classification of the property
N/A

Rezoning/Annexation Application
Page Two (2)

7. A description of any existing use of property including a description of all structures presently occupying the property N/A Vacant
8. The length of time the property has been vacant or unused as currently zoned 40 yrs
9. A detailed description of all efforts taken by the property owner(s) to use the property or sell the property under the existing zoning classification N/A

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

LEGAL DESCRIPTION OF PROPERTY

Rezoning/Annexation Application
Page Three (3)

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

Owner of property (signature) Aubrey L. Conner
Address 271 Stock Gap Rd. Monroe, Ga. 30656
Phone Number 678-739-8415

Attorney/Agent (signature) Michael Conner
Address 271 Stock Gap Rd
Phone Number 770-652-3463

Personally appeared before me the above applicant named Aubrey L. Conner who on oath says that he/she is the Owner for the foregoing, and that all the above statements are true to the best of his/her knowledge.

Rhonda J. Smith (Notary Public) 9/28/19 (Date)

My Commission Expires 7/17/23



PETITION REQUESTING ANNEXATION
CITY OF MONROE, GEORGIA

Date: 9-26-19

TO THE HONORABLE CITY COUNCIL OF THE CITY OF MONROE, GEORGIA

1. The undersigned, as owner of all real property of the described herein, respectfully request that the City Council annex this territory to the City of Monroe, Georgia, and extend the City boundaries to include the same.
2. The territory to be annexed abuts the existing boundary of Monroe, Georgia, and the description of such territory area is as follows:

Address/Location of Property: lot 14 Meadow Brook Estates

Tax Map Number: NM09B031

See Attached Legal Description and Boundary Survey.

3. It is requested that this territory to be annexed shall be zoned R1 for the following reasons: _____

WHEREFORE, the Petitioners pray that the City Council of the City of Monroe, Georgia, pursuant to the provisions of the Acts of the General Assembly of the State of Georgia, Georgia Laws, do by proper ordinance annex said property to the City Limits of the City of Monroe, Georgia.

Respectfully Submitted,

Aubrey Lisa Conner

Owners Address: 271 Stock Gap Rd.
Monroe, Ga. 30656

Rezoning/Annexation Application
Page five (5)

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

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

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

- 1 the maximum number of residential dwelling units
- ~~1000~~ the minimum square footage of heated floor area for any residential dwelling unit
- the maximum height of any structure
- ~~1000~~ the minimum square footage of landscaped area
- the maximum lot coverage of building area
- 2 the proposed number of parking spaces
- on all rezoning applications a revised site plan to be approved at a later date by the Mayor and City Council may be required
- yes no Applicant site plan indicates a variance requested
- for any application for multi-family residential uses, the site plan shall also identify the maximum height of any structure, location of amenities, and buffer areas; and,
- any other information as may be reasonably required by the Code Enforcement Officer.

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

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

Rezoning/Annexation Application
Page six (6)

COMMENTS

Disclosure of Campaign Contributions and/or gifts:

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

I hereby withdraw the above application: Signature: _____ Date: _____

Return Recorded Document to:

STRICKLAND AND LINDSAY, LLP
P. O. Box 249
Winder, Georgia 30680

LIMITED WARRANTY DEED

STATE OF GEORGIA
COUNTY OF BARROW

FILE #: 190204C


THIS INDENTURE made this 3rd day of June, 2019, between **Reston, Inc.**, a Georgia Corporation, as party or parties of the first part, hereinunder called Grantor, and **Aubrey Lisa Conner**, as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that: Grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable considerations in hand paid, at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee.

All that tract or parcel of land lying and being in Meadowbrook Estates Subdivision and being Lot 14, Section "B", thereof as shown by a plat of survey dated June 27, 1979, and revised July 2, 1979, the same being prepared by William J. Gregg, Sr., Registered Professional Land Surveyor No. 1438. Said plat of survey is recorded in Plat Book 25, Page 110, of the records of Walton County, Georgia, and reference is hereby made to said plat of survey and the record thereof for a more complete description.

Said above described lot is conveyed subject to those restrictive covenants set for in Warranty Deed dated January 29, 1971, as recorded in Record Book 88, Pages 764-765, Walton County Public Land records.

This Deed is given subject to all easements and restrictions of record.

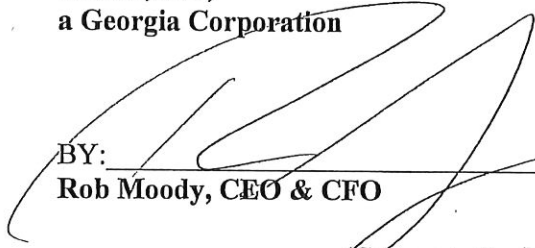


TO HAVE AND TO HOLD the said tract or parcel of land, together with all and singular the rights, members and appurtenances thereof, to the same being, belonging or in anywise appertaining, to the only proper use, benefit and behoove of the said Grantee, forever in **FEE SIMPLE**.

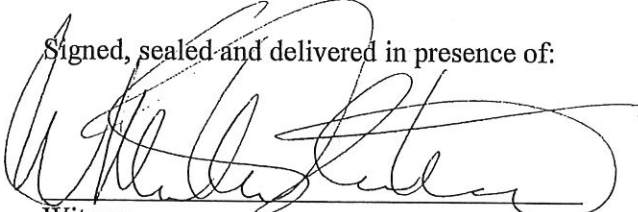
AND THE SAID Grantor will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons by, through and under the above named grantor.

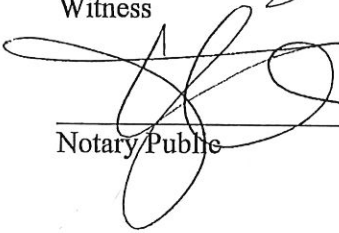
IN WITNESS WHEREOF, Grantor has hereunto set grantor's hand and seal this day and year first above written.

**Reston, Inc.,
a Georgia Corporation**

BY:  (SEAL)
Rob Moody, CEO & CFO
(Corporate Seal)

Signed, sealed and delivered in presence of:


Witness


Notary Public





House Plans

SLAB FOUNDATION

SHEET SET

P-1	COVER PAGE	P-8	SCHEDULES
P-2	FRONT & REAR ELEVATIONS PLAN	P-9	INTERIOR ELEVATIONS
P-3	RIGHT & LEFT ELEVATIONS PLAN	P-10	GENERAL CONTRACTOR NOTES
P-4	MAIN FLOOR PLAN	P-11	TYPICAL FOUNDATION DETAILS
P-5	FOUNDATION PLAN	P-12	TYPICAL ROOF EAVES DETAILS
P-6	ROOF PLAN		
P-7	ELECTRICAL PLAN		

GENERAL NOTES AND SPECIFICATIONS

THE CONTRACTOR SHALL FULLY COMPLY WITH THE 2006 IBC AND ALL ADDITIONAL STATE AND LOCAL CODE REQUIREMENTS. 2006 IBC AND 2006 IMC SHALL BE USED. THE CONTRACTOR SHALL ASSUME FULL RESPONSIBILITY FOR ANY WORK KNOWINGLY PERFORMED CONTRARY TO SUCH LAWS, ORDINANCES OR REGULATIONS. THE CONTRACTOR SHALL ALSO PERFORM COORDINATION WITH ALL UTILITIES AND STATE SERVICE AUTHORITIES.

WRITTEN DIMENSIONS ON THESE DRAWINGS SHALL TAKE PRECEDENCE OVER SCALED DIMENSIONS. THE GENERAL CONTRACTOR SHALL VERIFY AND IS RESPONSIBLE FOR ALL DIMENSIONS (INCLUDING ROUGH OPENINGS).

THE GENERAL CONTRACTOR IS RESPONSIBLE FOR THE DESIGN AND PROPER FUNCTION OF PLUMBING, HVAC AND ELECTRICAL SYSTEMS.

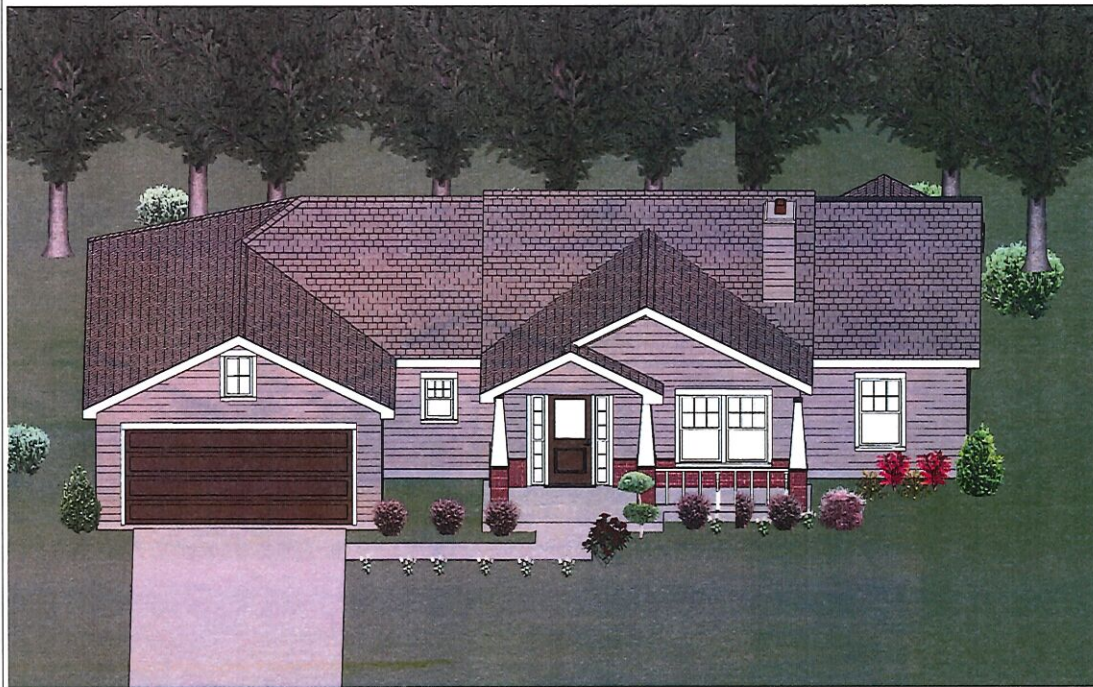
THIS OFFICE SHALL NOT BE RESPONSIBLE FOR CONSTRUCTION MEANS AND METHODS, ACTS OR OMISSIONS OF THE CONTRACTOR OR SUBCONTRACTOR, OR FAILURE OF ANY OF THEM TO CARRY OUT WORK IN ACCORDANCE WITH THE CONSTRUCTION DOCUMENTS.

THIS STRUCTURE SHALL BE ADEQUATELY BRACED FOR WIND LOADS UNTIL THE ROOF, FLOOR AND WALLS HAVE BEEN PERMANENTLY FRAMED TOGETHER AND SHEATHED.

INSTALL WEATHERPROOF GYPSUM BOARD AT ALL WATER SPLASH AREAS TO MINIMUM 70" ABOVE SHOWER DRAINS.

EXHAUST ALL VENTS AND FANS DIRECTLY TO OUTSIDE VIA METAL DUCTS. PROVIDE 40 CFM (MIN) FANS TO PROVIDE 5 AIR CHANGES PER HOUR IN BATHS CONTAINING TUB AND / OR SHOWER AND IN LAUNDRY ROOMS.

PROVIDE SOLID BLOCKING UNDER ALL BEARING WALLS PERPENDICULAR TO JOISTS AND OTHER BEARING POINTS NOT OTHERWISE PROVIDED WITH SUPPORT.



REVISION TABLE	NUMBER	DATE	REVISOR	DESCRIPTION

CONTENT

File: Cover Plan
Master 24-19-26 Layout Page

Plan For
Mike Conner
Lot 14, Hatfieldwood Rd.

DRAWINGS PROVIDED BY:
TRENT PLANS
DENNIS & DANIEL GARNER

DATE:
5/31/19

SCALE:
NONE

SHEET:
P-1

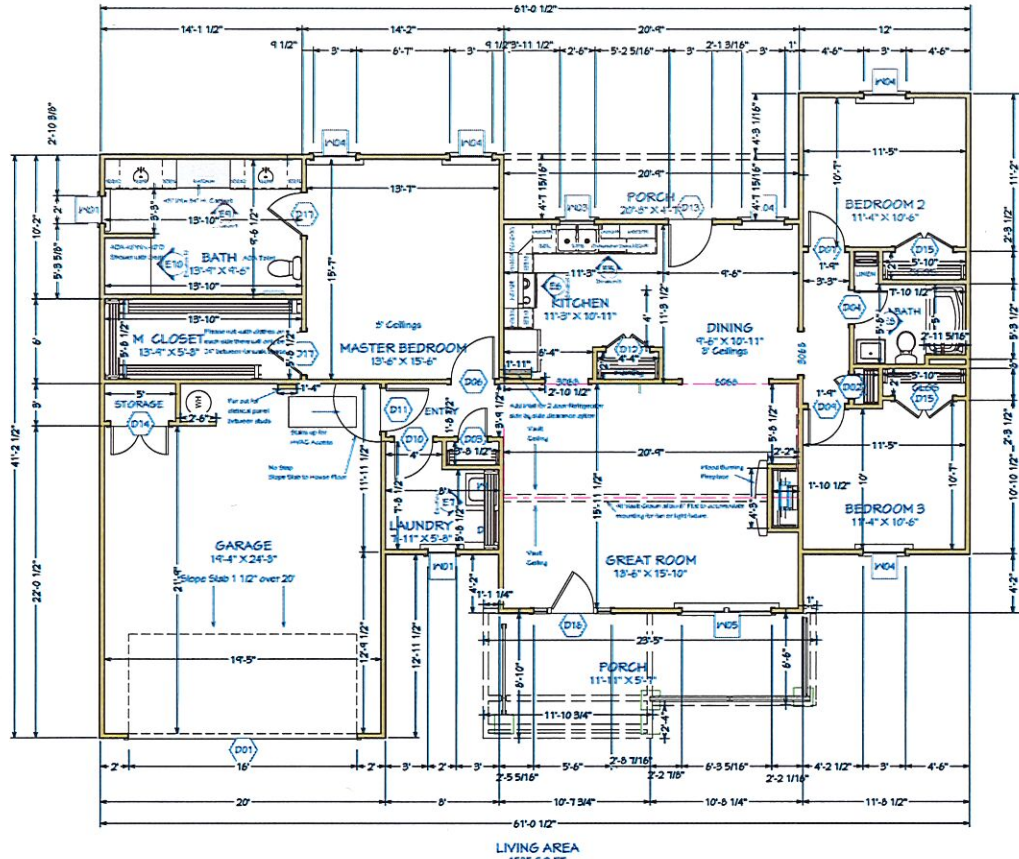
Floor Plan Notes:

- All Bedroom windows must meet egress code requirements. Check local Codes.
- All Glass located within 16" of floor, 24" of a door or locate within 60" of floor at bathtubs shall be Tempered Glass to comply with IRC Section R308.4.8.
- Window size compliance should be verified with Manufacturer before ordering.
- Windows on Main are 20" floor to bottom Except Baths are 44" floor to bottom
- Contractor shall coordinate all closet shelving
- WRITTEN DIMENSIONS have precedence over scaled dimensions on these drawings.
- Bathrooms and utility rooms shall be vented to the outside with a minimum of 40 CFM fan. Range hoods shall be vented to outside.
- Attic HVAC units shall be located within 20' of it's service opening. Return air grills shall not be located within 10' of a gas fired appliance.
- All walls and ceilings in garage and garage storage areas to have 5/8" type-X GYP. Board w/ 1hour fire rating. All exterior doors in garage to be metal or solid core doors Including doors entering heat/cooled portion of residence.
- All interior walls shall be covered with 1/2" Gypsum board with metal corner reinforcing. Tape float and sand (3 coats) use 5/8" gypsum board on ceilings when supporting members are 24" O.C. or greater. Use 1/2" gypsum board on ceilings when supporting members are less than 24".
- All bath and toilet area walls and ceilings shall have water resistant Gypsum board.

All Ceilings 8' unless noted
 HVAC in attic unless noted
 Water Heater in Garage or Basement

WALL PANEL NOTES:
 B.P. BRACED WALL PANEL
 3-4" MIN. LENGTH w/ 7/16" OSB OR 1/2" PLYWOOD AND 8d COMMONS @ 16" AT ALL PANEL EDGES, 12" @ FIELD.
 I.B.P. INTERIOR BRACED WALL PANEL
 12" GYP. BD PER R 602.10.3(5); 1/2" GWSB EACH SIDE w/ #6 X 1 1/4 TYPE S OR W SCREWS PERS ASTM C1002 @ 7" @ ALL SUPPORTS
 A.B.P. ALTERNATE BRACED WALL PANEL
 2-8" MIN. WIDTH w/ 7/16" OSB OR 1/2" PLYWOOD AND 8d COMMONS @ 16" AT ALL PANEL EDGES, 12" @ FIELD & (2) A.B. PER PANEL LOCATED AT 1/4 POINTS & 1800# MIN. HOLDDOWN EACH END *HPAND22 OR STD10)

NOTE: Material shown are subject to change by contractor.
 Allow for differences in Bath Tub, Shower, Doors, Fireplace etc. at FRAMING STAGE.



Floor Plan Specifications:

3 Bedrooms
 2 Bathrooms

Total Heated/Cooled	1595 SQ. FT.
Main Level.....	1595 SQ. FT.
Bonus Level	0000 SQ. FT.
Basement Level	0000 SQ. FT.
Garages, Storage	473 SQ. FT.
Porches	255 SQ. FT.
2 Car Garage	Yes

- Wire Closet Shelves**
 Standard shelf dimensions from floor.
- His Closet: 12" Shelves
 Sides & Back wall 41" & 82"
 2 Sides by Door-locate at: 21, 41, 54, 68, 82"
 - Her Closet: 12" Shelves
 Sides & Back wall 68" & 82"
 Shoe Storage-locate at: 21, 41, 54, 68, 82"
 - Entry Coat Closet: 12" Shelves
 Back wall-locate at: 68" & 82"
 - Bedroom Closet: 12" Shelves
 Back wall-locate at: 68" & 82"
 - Pantry: 16" Shelves Back wall
 Locate at: 26, 40, 54, 68, 82"
 - Laundry Shelf: 12" Shelves
 Locate at: 62"

REVISION TABLE	REVISION DATE	REVISION DESCRIPTION

Main Floor Plan

Plan For
 Mike Conner
 Lot 14, Hardwood Rd.

DRAWINGS PROVIDED BY:
 TRENT PLANS
 DENNIS & DANIEL GARNER

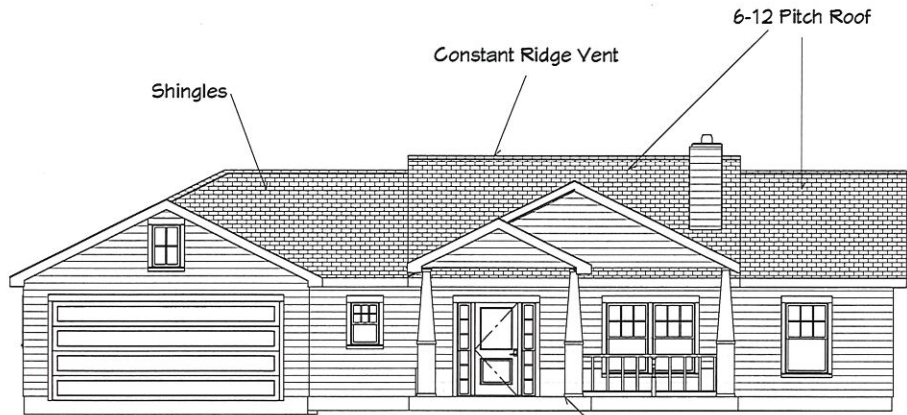
DATE:
 5/31/19
 SCALE:
 1/4"=1'
 SHEET:
 P-4

- NOTE:
- HVAC to be in attic. Verify with builder.
 - Upper floor ceiling height to be 8'-0" unless noted
 - Upper floor joists to be 16-12" open web truss.
 - IF Trusses @ 16" O.C. w/ 3/4" T&G stud/floor glued and screwed. See Truss Manufacturer for floor truss layouts. All open web floor trusses to be designed & engineered by truss manuf. Truss manuf. will provide truss layout based on engineering truss manufacturer. Trusses to be supplied with chamfered end on selected units to allow for wall support and rafter clearance.

ELEVATION NOTES:

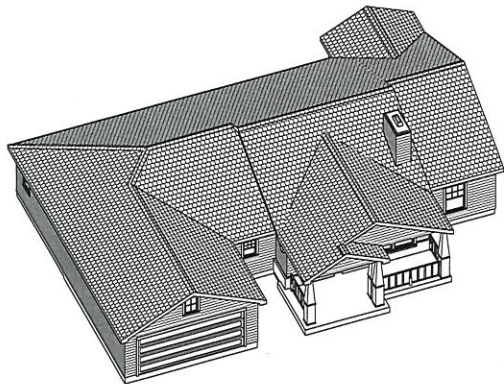
1. Gutters and Downspouts are not shown for Clarity. Downspouts shall be located towards the front and rear of the house. Locate Downspouts in non-visible offensive location.
2. Plumbing and HVAC shall be grouped in attic to limit roof penetrations and to be located away from public view I.E. at the rear of the house and shall be primed and painted to match roof color.
3. Attic to be insulated
4. Exterior flashing shall be correctly installed at all connections between roofs, walls, chimneys, projections and penetrations as required by approved construction practices.
5. Contractor shall provide adequate attic ventilation / Roof vents per local governing code. Install continuous ridge ventilation and paint to match roof provide appropriate soffit ventilation at overhang.
6. Handrails shall be mounted 34" above nosing of stairs. Guardrails shall be mounted at 36".

6" Freeze Board
Cornice



Veneer Siding
(4 Sides, Gables & Chimney)

Front Elevation



Roof View



Rear Elevation

NUMBER	DATE	REVISION	DESCRIPTION

Front & Rear
Elevations

Plan For
Mike Conner
Lot 14, Hardwood Rd.

DRAWINGS PROVIDED BY:
TRENT PLANS
DENNIS & DANIEL GARNER

DATE:
5/31/19
SCALE:
1/4"=1'

SHEET:
P-2

Thursday, September 26, 2019



LOCATION

Property Address	Hardwood Rd GA
Subdivision	Meadowbrook
County	Walton County, GA

GENERAL PARCEL INFORMATION

Parcel ID/Tax ID	NM09B-031
Alternate Parcel ID	35746
Account Number	
District/Ward	04
2010 Census Trct/Blk	1107/1
Assessor Roll Year	2018

PROPERTY SUMMARY

Property Type	Residential
Land Use	Residential Lot
Improvement Type	
Square Feet	

CURRENT OWNER

Name	Reston Inc
Mailing Address	1631 S Broad St Monroe, GA 30655-2264

SALES HISTORY THROUGH 09/14/2019

Date	Amount	Buyer/Owners	Seller	Instrument	No. Parcels	Book/Page Or Document#
12/8/2017	\$7,500	Reston Inc	Liles William G	Land Market - Vacant		4166/79
8/31/2015		Goga Patricia Diane	Liles William G	Unqualified - Vacant	2	3815/357
1/19/2006		Liles William G	Liles William R Estate	Unqualified - Vacant	3	2387/48
5/29/2001		Liles William R Estate	Liles William R	Unqualified - Vacant	3	1238/364
		Liles William R		Unqualified Sale		166/262

TAX ASSESSMENT

Appraisal	Amount	Assessment	Amount
Appraisal Year	2018	Assessment Year	2018
Appraised Land	\$25,000	Assessed Land	\$10,000
Appraised Improvements		Assessed Improvements	
Total Tax Appraisal	\$25,000	Total Assessment	\$10,000
		Exempt Amount	
		Exempt Reason	

TAXES

Tax Year	City Taxes	County Taxes	Total Taxes
2018			\$334.40
2017			\$199.59
2016			\$203.73
2015			\$210.03
2014			\$212.29
2012			\$212.46

MORTGAGE HISTORY

No mortgages were found for this parcel.

FORECLOSURE HISTORY

No foreclosures were found for this parcel.

PROPERTY CHARACTERISTICS: BUILDING

No Buildings were found for this parcel.

PROPERTY CHARACTERISTICS: EXTRA FEATURES

No extra features were found for this parcel.

PROPERTY CHARACTERISTICS: LOT

Land Use	Residential Lot	Lot Dimensions	
Block/Lot	B/14	Lot Square Feet	19,166
Latitude/Longitude	33.768598°/-83.721503°	Acreage	0.44

PROPERTY CHARACTERISTICS: UTILITIES/AREA

Gas Source		Road Type	County Paved Paved
Electric Source		Topography	High
Water Source		District Trend	
Sewer Source		Special School District 1	
Zoning Code	R1	Special School District 2	
Owner Type			

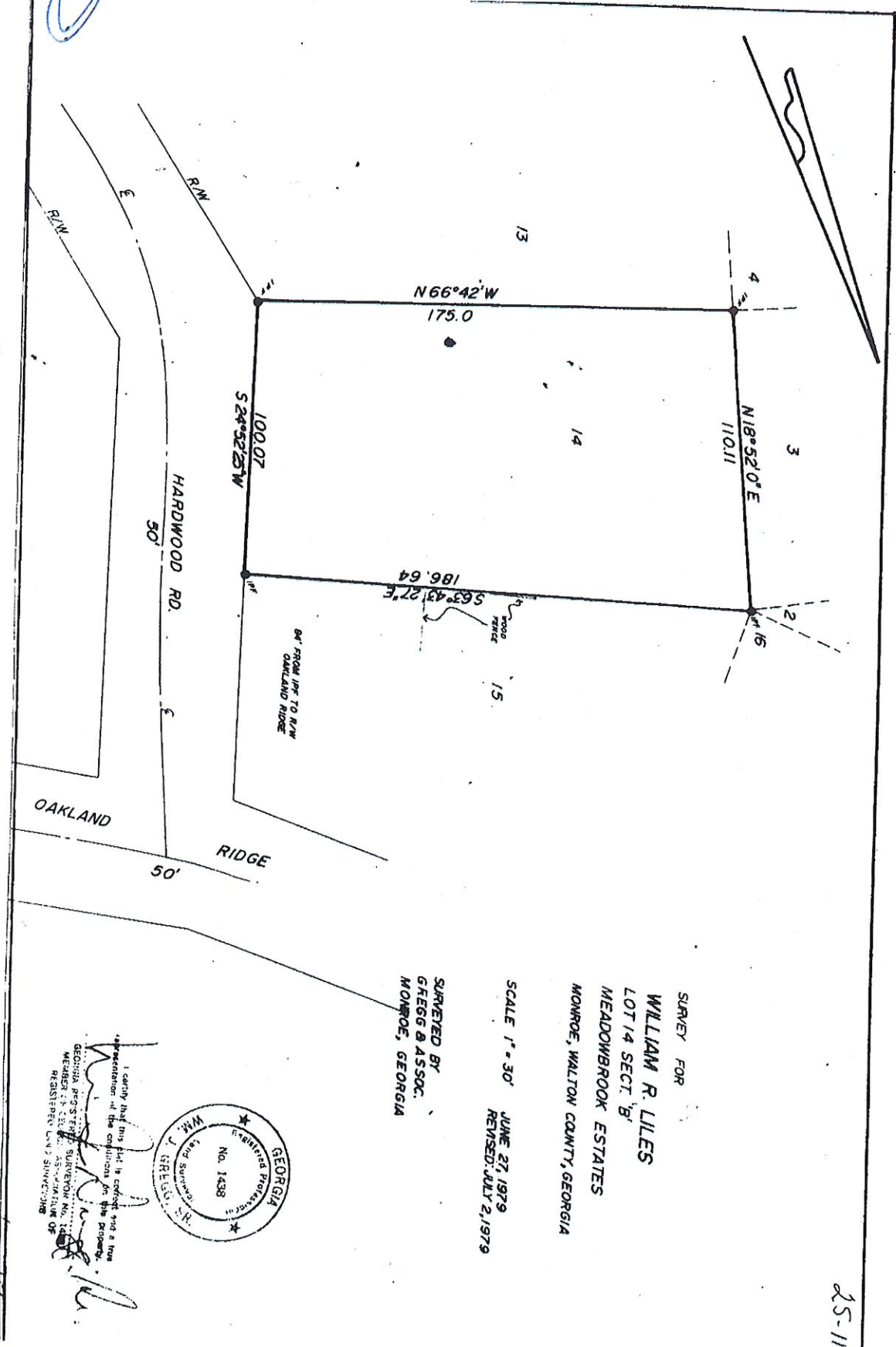
LEGAL DESCRIPTION

Subdivision	Meadowbrook	Plat Book/Page	25/110
Block/Lot	B/14	District/Ward	04
Description	#14B Meadowbrook Estates .44Ac Landlot: 33 Landdist: 3		

FEMA FLOOD ZONES

Zone Code	Flood Risk	BFE	Description	FIRM Panel ID	FIRM Panel Eff. Date
X	Minimal		Area of minimal flood hazard, usually depicted on FIRMs as above the 500-year flood level.	13297C0138E	12/08/2016

Exhibit A



25-11

SURVEY FOR
 WILLIAM R. LILES
 LOT 14 SECT. 'B'
 MEADOWBROOK ESTATES
 MOWBEE, WALTON COUNTY, GEORGIA

SCALE 1" = 30'
 JUNE 27, 1979
 REVISED: JULY 2, 1979

SURVEYED BY
 GREGG & ASSOC.
 MOWBEE, GEORGIA



I certify that this plat is correct and a true representation of the conditions on the property.
 GEORGIA REGISTERED PROFESSIONAL ENGINEER
 WILLIAM J. GREIG, No. 1438
 REGISTERED CIVIL ENGINEERING

RECORDED
 This 17 day of July, 1979
 Thomas B. Bickel
 Clerk, Walton Superior Court

October 21, 2019

Brooke Wenzel
Conner Grading & Landscaping
Lot 14 Hardwood Rd.
Monroe, Ga. 30655

Re: Lot 14 Hardwood Road, Monroe, Walton County, Georgia

To Whom It May Concern;

Walton Electric Membership Corporation has the electric distribution facilities to serve the properties located at Lot 14 Hardwood Road, Monroe, Walton County, Georgia. The electric service provided will be subject to the Cooperative's Service Rules and Regulations.

Sincerely,
Debra Clay
E&O Administrative Assistant



Date: September 26, 2019

In Re: Utilities

To Whom It May Concern:

The City of Monroe offers five different utilities in our service territory. The five utilities are: electricity, natural gas, water, wastewater and telecommunication.

The utilities checked below are available at Parcel NMO9B031, Lot 14, in the City of Monroe, Georgia.

- ELECTRICITY
- NATURAL GAS
- WATER
- WASTEWATER
- TELECOMMUNICATION

Please contact our office for any additional information needed. We look forward to serving your utility needs.

Vashon T. Hill
City of Monroe

**NOTICE TO THE PUBLIC
CITY OF MONROE**

**A petition has been filed with the
City of Monroe requesting the
property at 0 Hardwood Road
to be rezoned from R-1 County to
R-1 City and Annexed**

**A public hearing will be held before
the Monroe Planning and Zoning
Commission at City Hall Auditorium at
215 N. Broad Street on November 19, 2019
at 5:30 P.M. All those having an
interest should be present to voice
their interest.**

**A petition has been filed with the
City of Monroe requesting the
property at 0 Hardwood Road
to be rezoned from R-1 County to
R-1 City and Annexed**

**A public hearing will be held before
The Mayor and City Council
at the City Hall Auditorium at
215 N. Broad Street on December 10, 2019
at 6:00 P.M. All those having an
interest should be present to voice
their interest.**

**PLEASE RUN ON THE
FOLLOWING DATE:**

November 3, 2019



To: Planning and Zoning / City Council
From: Patrick Kelley
Department: Planning, Zoning, Code and Development
Date: 10-28-19
Description: Annexation and rezone of property at 0 Hardwood Rd. Parcel # NM09B-031
 Currently R1 County. Requested zoning is R1 City.

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation: *Approve as requested*
House plans will have to be approved separately at the time of permitting.

Background: The applicant wishes to have this property brought into the city limits in order to build a house and be on city utilities at the resident utility rates. The property is currently vacant and the owner intends to build a house for his mother on this property. It is a single family residential lot that abuts single family residential zoning within the City. The current zoning is R1 County. The requested zoning is R1 City.

Attachment(s): application and supporting documents.



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

Plan Report

Plan NO.: ZONE-00003 **211**

Plan Type: **Rezone**

Work Classification: **Annexation - Map Amendment**

Plan Status: **In Review**

Apply Date: **10/25/2019**

Expiration:

Location Address

0 HARDWOOD ROAD, MONROE, GA 30655

Contacts

AUBREY CONNER 271 Stock Gap Road, Monroe, GA 30656 (770)652-3463	Applicant
--	------------------

Description: REQUEST FOR REZONE AND ANNEXATION - P&Z MTG 11/19/19 @ 5:30 PM - COUNCIL MTG 12/10/19 @ 6:00 PM 215 N BROAD STREET

Valuation:	<u> \$0.00 </u>
Total Sq Feet:	<u> 0.00 </u>

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

Payments	Amt Paid
Total Fees	\$100.00
Check # 412	\$100.00
Amount Due:	\$0.00

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



 Issued By: Debbie Adkinson

October 25, 2019

 Date

 Plan_Signature_1

 Date

 Plan_Signature_2

 Date

REZONE/ANNEXATION APPLICATION FORM

PERMIT NUMBER _____

- I. LOCATION Hardwood Rd
 COUNCIL DISTRICT _____
 MAPNUMBER ~~000~~ Nm09B
 PARCEL NUMBER Nm09B-031
- II. PRESENT ZONING R16. REQUESTED ZONING R1 City
- III. ACREAGE 0.44 PROPOSED USE Residential
- IV. OWNER OF RECORD Aubrey L Conner
 ADDRESS 271 Stock gap Rd Monroe Ga 30656
 PHONE NUMBER 770-652-3463

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

- V. ANALYSIS:
- A description of all existing uses and zoning of nearby property
Residential zone R1 City and R1 county
 - Description of the extent to which the property value of the subject property is diminished by the existing zoning district classification
None
 - The existing value of the property contained in the petition for rezoning under the existing zoning classification
25,000.⁰⁰
 - The value of the property contained in the application for rezoning under the proposed zoning Classification
25,000.⁰⁰
 - A description of the suitability of the subject property under the existing zoning classification
N/A
 - A description of the suitability of the subject property under the proposed zoning classification of the property
N/A

Rezoning/Annexation Application
Page Two (2)

7. A description of any existing use of property including a description of all structures presently occupying the property N/A Vacant
8. The length of time the property has been vacant or unused as currently zoned 40 yrs
9. A detailed description of all efforts taken by the property owner(s) to use the property or sell the property under the existing zoning classification N/A

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

LEGAL DESCRIPTION OF PROPERTY

Rezoning/Annexation Application
Page Three (3)

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

Owner of property (signature) Aubrey L. Conner
Address 271 Stock Gap Rd. Monroe, Ga. 30656
Phone Number 678-739-8415

Attorney/Agent (signature) Michael Conner
Address 271 Stock Gap Rd
Phone Number 770-653-3463

Personally appeared before me the above applicant named Aubrey L. Conner who on oath says that he/she is the Owner for the foregoing, and that all the above statements are true to the best of his/her knowledge.

Rhonda J. Smith (Notary Public) 9/28/19 (Date)

My Commission Expires 7/17/23



PETITION REQUESTING ANNEXATION
CITY OF MONROE, GEORGIA

Date: 9-26-19

TO THE HONORABLE CITY COUNCIL OF THE CITY OF MONROE, GEORGIA

1. The undersigned, as owner of all real property of the described herein, respectfully request that the City Council annex this territory to the City of Monroe, Georgia, and extend the City boundaries to include the same.
2. The territory to be annexed abuts the existing boundary of Monroe, Georgia, and the description of such territory area is as follows:

Address/Location of Property: lot 14 Meadow Brook Estates

Tax Map Number: NM09B031

See Attached Legal Description and Boundary Survey.

3. It is requested that this territory to be annexed shall be zoned R1 for the following reasons: _____

WHEREFORE, the Petitioners pray that the City Council of the City of Monroe, Georgia, pursuant to the provisions of the Acts of the General Assembly of the State of Georgia, Georgia Laws, do by proper ordinance annex said property to the City Limits of the City of Monroe, Georgia.

Respectfully Submitted,

Aubrey Lisa Conner

Owners Address: 271 Stock Gap Rd.
Monroe, Ga. 30656

Rezoning/Annexation Application
Page five (5)

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

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

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

- 1 the maximum number of residential dwelling units
- ~~1000~~ the minimum square footage of heated floor area for any residential dwelling unit
- the maximum height of any structure
- ~~1000~~ the minimum square footage of landscaped area
- the maximum lot coverage of building area
- 2 the proposed number of parking spaces
- on all rezoning applications a revised site plan to be approved at a later date by the Mayor and City Council may be required
- yes no Applicant site plan indicates a variance requested
- for any application for multi-family residential uses, the site plan shall also identify the maximum height of any structure, location of amenities, and buffer areas: and,
- any other information as may be reasonably required by the Code Enforcement Officer.

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

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

Return Recorded Document to:

STRICKLAND AND LINDSAY, LLP
P. O. Box 249
Winder, Georgia 30680

LIMITED WARRANTY DEED

STATE OF GEORGIA
COUNTY OF BARROW

FILE #: 190204C


THIS INDENTURE made this 3rd day of June, 2019, between **Reston, Inc.**, a Georgia Corporation, as party or parties of the first part, hereinunder called Grantor, and **Aubrey Lisa Conner**, as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that: Grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable considerations in hand paid, at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee.

All that tract or parcel of land lying and being in Meadowbrook Estates Subdivision and being Lot 14, Section "B", thereof as shown by a plat of survey dated June 27, 1979, and revised July 2, 1979, the same being prepared by William J. Gregg, Sr., Registered Professional Land Surveyor No. 1438. Said plat of survey is recorded in Plat Book 25, Page 110, of the records of Walton County, Georgia, and reference is hereby made to said plat of survey and the record thereof for a more complete description.

Said above described lot is conveyed subject to those restrictive covenants set for in Warranty Deed dated January 29, 1971, as recorded in Record Book 88, Pages 764-765, Walton County Public Land records.

This Deed is given subject to all easements and restrictions of record.

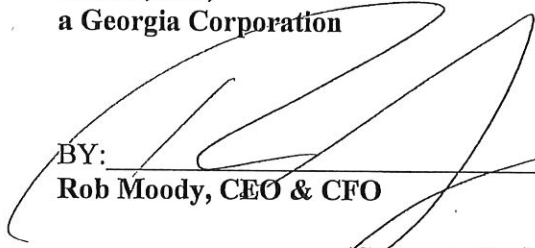


TO HAVE AND TO HOLD the said tract or parcel of land, together with all and singular the rights, members and appurtenances thereof, to the same being, belonging or in anywise appertaining, to the only proper use, benefit and behoove of the said Grantee, forever in **FEE SIMPLE**.

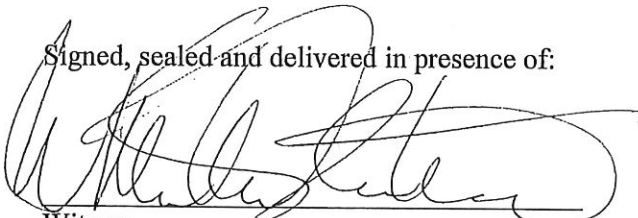
AND THE SAID Grantor will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons by, through and under the above named grantor.

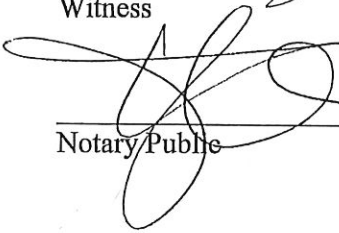
IN WITNESS WHEREOF, Grantor has hereunto set grantor's hand and seal this day and year first above written.

**Reston, Inc.,
a Georgia Corporation**

BY:  (SEAL)
Rob Moody, CEO & CFO
(Corporate Seal)

Signed, sealed and delivered in presence of:


Witness


Notary Public





House Plans

SLAB FOUNDATION

SHEET SET

P-1	COVER PAGE	P-8	SCHEDULES
P-2	FRONT & REAR ELEVATIONS PLAN	P-9	INTERIOR ELEVATIONS
P-3	RIGHT & LEFT ELEVATIONS PLAN	P-10	GENERAL CONTRACTOR NOTES
P-4	MAIN FLOOR PLAN	P-11	TYPICAL FOUNDATION DETAILS
P-5	FOUNDATION PLAN	P-12	TYPICAL ROOF EAVES DETAILS
P-6	ROOF PLAN		
P-7	ELECTRICAL PLAN		

GENERAL NOTES AND SPECIFICATIONS

THE CONTRACTOR SHALL FULLY COMPLY WITH THE 2006 IBC AND ALL ADDITIONAL STATE AND LOCAL CODE REQUIREMENTS. 2006 IBC AND 2006 IMC SHALL BE USED. THE CONTRACTOR SHALL ASSUME FULL RESPONSIBILITY FOR ANY WORK KNOWINGLY PERFORMED CONTRARY TO SUCH LAWS, ORDINANCES OR REGULATIONS. THE CONTRACTOR SHALL ALSO PERFORM COORDINATION WITH ALL UTILITIES AND STATE SERVICE AUTHORITIES.

WRITTEN DIMENSIONS ON THESE DRAWINGS SHALL TAKE PRECEDENCE OVER SCALED DIMENSIONS. THE GENERAL CONTRACTOR SHALL VERIFY AND IS RESPONSIBLE FOR ALL DIMENSIONS (INCLUDING ROUGH OPENINGS).

THE GENERAL CONTRACTOR IS RESPONSIBLE FOR THE DESIGN AND PROPER FUNCTION OF PLUMBING, HVAC AND ELECTRICAL SYSTEMS.

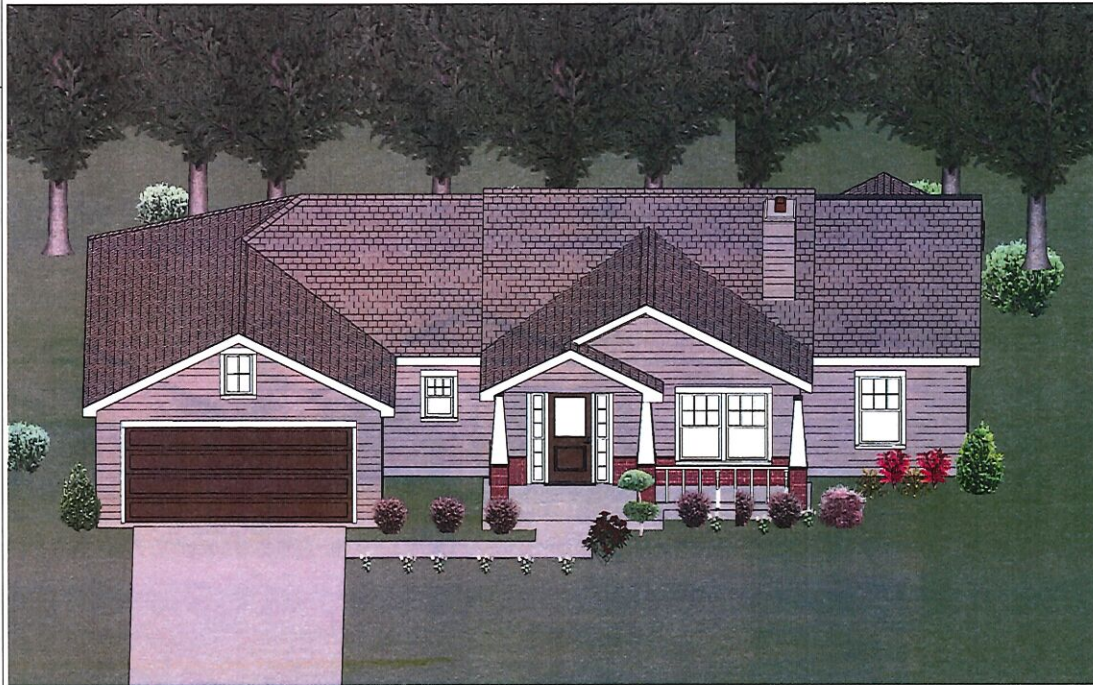
THIS OFFICE SHALL NOT BE RESPONSIBLE FOR CONSTRUCTION MEANS AND METHODS, ACTS OR OMISSIONS OF THE CONTRACTOR OR SUBCONTRACTOR, OR FAILURE OF ANY OF THEM TO CARRY OUT WORK IN ACCORDANCE WITH THE CONSTRUCTION DOCUMENTS.

THIS STRUCTURE SHALL BE ADEQUATELY BRACED FOR WIND LOADS UNTIL THE ROOF, FLOOR AND WALLS HAVE BEEN PERMANENTLY FRAMED TOGETHER AND SHEATHED.

INSTALL WEATHERPROOF GYPSUM BOARD AT ALL WATER SPLASH AREAS TO MINIMUM 70" ABOVE SHOWER DRAINS.

EXHAUST ALL VENTS AND FANS DIRECTLY TO OUTSIDE VIA METAL DUCTS. PROVIDE 40 CFM (MIN) FANS TO PROVIDE 5 AIR CHANGES PER HOUR IN BATHS CONTAINING TUB AND / OR SHOWER AND IN LAUNDRY ROOMS.

PROVIDE SOLID BLOCKING UNDER ALL BEARING WALLS PERPENDICULAR TO JOISTS AND OTHER BEARING POINTS NOT OTHERWISE PROVIDED WITH SUPPORT.



REVISION TABLE	NUMBER	DATE	REVISOR	DESCRIPTION

CONTENT
Plan For Mike Conner
Master 24x36 Layout Page

Plan For
Mike Conner
Lot 14, Hatfieldwood Rd.

DRAWINGS PROVIDED BY:
TRENT PLANS
DENNIS & DANIEL GARNER

DATE:
5/31/19

SCALE:
NONE

SHEET:
P-1

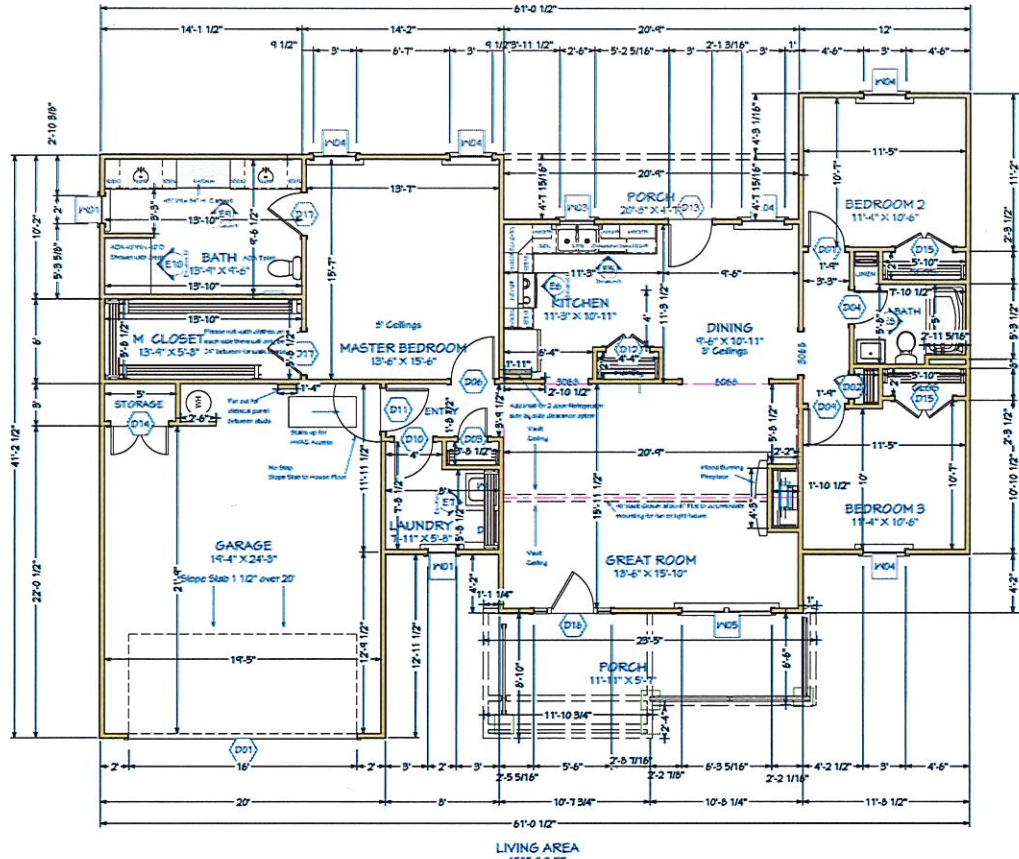
Floor Plan Notes:

- All Bedroom windows must meet egress code requirements. Check local Codes.
- All Glass located within 16" of floor, 24" of a door or locate within 60" of floor at bathtubs shall be Tempered Glass to comply with IRC Section R308.4.8.
- Window size compliance should be verified with Manufacturer before ordering.
- Windows on Main are 20" floor to bottom Except Baths are 44" floor to bottom
- Contractor shall coordinate all closet shelving
- WRITTEN DIMENSIONS have precedence over scaled dimensions on these drawing.
- Bathrooms and utility rooms shall be vented to the outside with a minimum of 40 CFM fan. Range hoods shall be vented to outside.
- Attic HVAC units shall be located within 20' of it's service opening. Return air grills shall not be located within 10' of a gas fired appliance.
- All walls and ceilings in garage and garage storage areas to have 5/8" type-X GYP. Board w/ 1hour fire rating. All exterior doors in garage to be metal or solid core doors Including doors entering heat/cooled portion of residence.
- All interior walls shall be covered with 1/2" Gypsum board with metal corner reinforcing. Tape float and sand (3 coats) use 5/8" gypsum board on ceilings when supporting members are 24" O.C. or greater. Use 1/2" gypsum board on ceilings when supporting members are less than 24".
- All bath and toilet area walls and ceilings shall have water resistant Gypsum board.

All Ceilings 8' unless noted
 HVAC in attic unless noted
 Water Heater in Garage or Basement

WALL PANEL NOTES:
 B.P. BRACED WALL PANEL
 3-4" MIN. LENGTH w/ 7/16" OSB OR 1/2" PLYWOOD AND 8d COMMONS @ 16" @ ALL PANEL EDGES, 12" @ FIELD.
 I.B.P. INTERIOR BRACED WALL PANEL
 12" GYP. BD PER R 602.10.3(5); 1/2" GWSB EACH SIDE w/ #6 X 1 1/4 TYPE S OR W SCREWS PERS ASTM C1002 @ 7" @ ALL SUPPORTS
 A.B.P. ALTERNATE BRACED WALL PANEL
 2-8" MIN. WIDTH w/ 7/16" OSB OR 1/2" PLYWOOD AND 8d COMMONS @ 16" @ ALL PANEL EDGES, 12" @ FIELD & (2) A.B. PER PANEL LOCATED AT 1/4 POINTS & 1800# MIN. HOLDDOWN EACH END *HPAND22 OR STD10)

NOTE: Material shown are subject to change by contractor.
 Allow for differences in Bath Tub, Shower, Doors, Fireplace etc. at FRAMING STAGE.



Floor Plan Specifications:

3 Bedrooms
 2 Bathrooms

Total Heated/Cooled	1595 SQ. FT.
Main Level	1595 SQ. FT.
Bonus Level	0000 SQ. FT.
Basement Level	0000 SQ. FT.
Garages, Storage	473 SQ. FT.
Porches	255 SQ. FT.
2 Car Garage	Yes

- Wire Closet Shelves**
 Standard shelf dimensions from floor.
- His Closet: 12" Shelves
 Sides & Back wall 41" & 82"
 2 Sides by Door-locate at: 21, 41, 54, 68, 82"
 - Her Closet: 12" Shelves
 Sides & Back wall 68" & 82"
 Shoe Storage-locate at: 21, 41, 54, 68, 82"
 - Entry Coat Closet: 12" Shelves
 Back wall-locate at: 68" & 82"
 - Bedroom Closet: 12" Shelves
 Back wall-locate at: 68" & 82"
 - Pantry: 16" Shelves Back wall
 Locate at: 26, 40, 54, 68, 82"
 - Laundry Shelf: 12" Shelves
 Locate at: 62"

REVISION TABLE	REVISION DATE	REVISION DESCRIPTION

Main Floor Plan

Plan For
 Mike Conner
 Lot 14, Hardwood Rd.

DRAWINGS PROVIDED BY:
 TRENT PLANS
 DENNIS & DANIEL GARNER

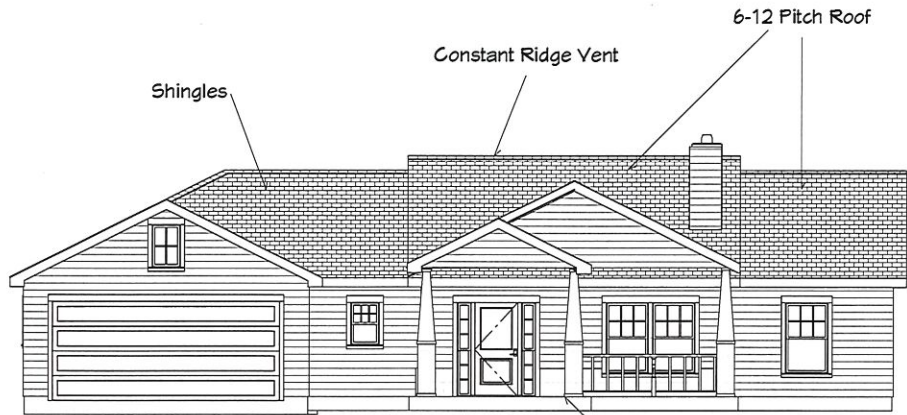
DATE:
 5/31/19
 SCALE:
 1/4"=1'
 SHEET:
 P-4

- NOTE:
- HVAC to be in attic. Verify with builder.
 - Upper floor ceiling height to be 8'-0" unless noted
 - Upper floor joists to be 16-1/2" open web truss.
 - IF Trusses @ 16" O.C. w/ 3/4" T&G stud/floor glued and screwed. See Truss Manufacturer for floor truss layouts. All open web floor trusses to be designed & engineered by truss manuf. Truss manuf. will provide truss layout based on engineering truss manufacturer. Trusses to be supplied with chamfered end on selected units to allow for wall support and rafter clearance.

ELEVATION NOTES:

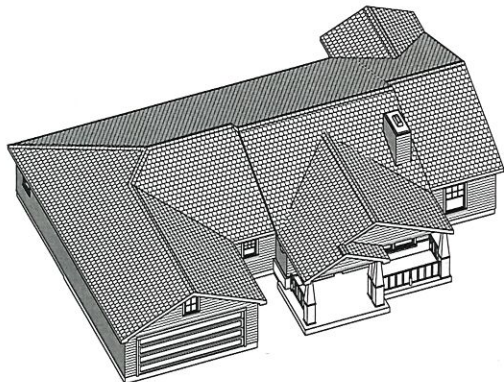
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3. Attic to be insulated
4. Exterior flashing shall be correctly installed at all connections between roofs, walls, chimneys, projections and penetrations as required by approved construction practices.
5. Contractor shall provide adequate attic ventilation / Roof vents per local governing code. Install continuous ridge ventilation and paint to match roof provide appropriate soffit ventilation at overhang.
6. Handrails shall be mounted 34" above nosing of stairs. Guardrails shall be mounted at 36".

6" Freeze Board
Cornice



Veneer Siding
(4 Sides, Gables & Chimney)

Front Elevation



Roof View



Rear Elevation

NUMBER	DATE	REVISION	DESCRIPTION

Front & Rear
Elevations

Plan For
Mike Conner
Lot 14, Hardwood Rd.

DRAWINGS PROVIDED BY:
TRENTHOMESLLC
DENNIS & DANIEL GARNER

DATE:
5/31/19
SCALE:
1/4"=1'

SHEET:
P-2

Thursday, September 26, 2019



LOCATION

Property Address	Hardwood Rd GA
Subdivision	Meadowbrook
County	Walton County, GA

GENERAL PARCEL INFORMATION

Parcel ID/Tax ID	NM09B-031
Alternate Parcel ID	35746
Account Number	
District/Ward	04
2010 Census Trct/Blk	1107/1
Assessor Roll Year	2018

PROPERTY SUMMARY

Property Type	Residential
Land Use	Residential Lot
Improvement Type	
Square Feet	

CURRENT OWNER

Name	Reston Inc
Mailing Address	1631 S Broad St Monroe, GA 30655-2264

SALES HISTORY THROUGH 09/14/2019

Date	Amount	Buyer/Owners	Seller	Instrument	No. Parcels	Book/Page Or Document#
12/8/2017	\$7,500	Reston Inc	Liles William G	Land Market - Vacant		4166/79
8/31/2015		Goga Patricia Diane	Liles William G	Unqualified - Vacant	2	3815/357
1/19/2006		Liles William G	Liles William R Estate	Unqualified - Vacant	3	2387/48
5/29/2001		Liles William R Estate	Liles William R	Unqualified - Vacant	3	1238/364
		Liles William R		Unqualified Sale		166/262

TAX ASSESSMENT

Appraisal	Amount	Assessment	Amount
Appraisal Year	2018	Assessment Year	2018
Appraised Land	\$25,000	Assessed Land	\$10,000
Appraised Improvements		Assessed Improvements	
Total Tax Appraisal	\$25,000	Total Assessment	\$10,000
		Exempt Amount	
		Exempt Reason	

TAXES

Tax Year	City Taxes	County Taxes	Total Taxes
2018			\$334.40
2017			\$199.59
2016			\$203.73
2015			\$210.03
2014			\$212.29
2012			\$212.46

MORTGAGE HISTORY

No mortgages were found for this parcel.

FORECLOSURE HISTORY

No foreclosures were found for this parcel.

PROPERTY CHARACTERISTICS: BUILDING

No Buildings were found for this parcel.

PROPERTY CHARACTERISTICS: EXTRA FEATURES

No extra features were found for this parcel.

PROPERTY CHARACTERISTICS: LOT

Land Use	Residential Lot	Lot Dimensions	
Block/Lot	B/14	Lot Square Feet	19,166
Latitude/Longitude	33.768598°/-83.721503°	Acreage	0.44

PROPERTY CHARACTERISTICS: UTILITIES/AREA

Gas Source		Road Type	County Paved Paved
Electric Source		Topography	High
Water Source		District Trend	
Sewer Source		Special School District 1	
Zoning Code	R1	Special School District 2	
Owner Type			

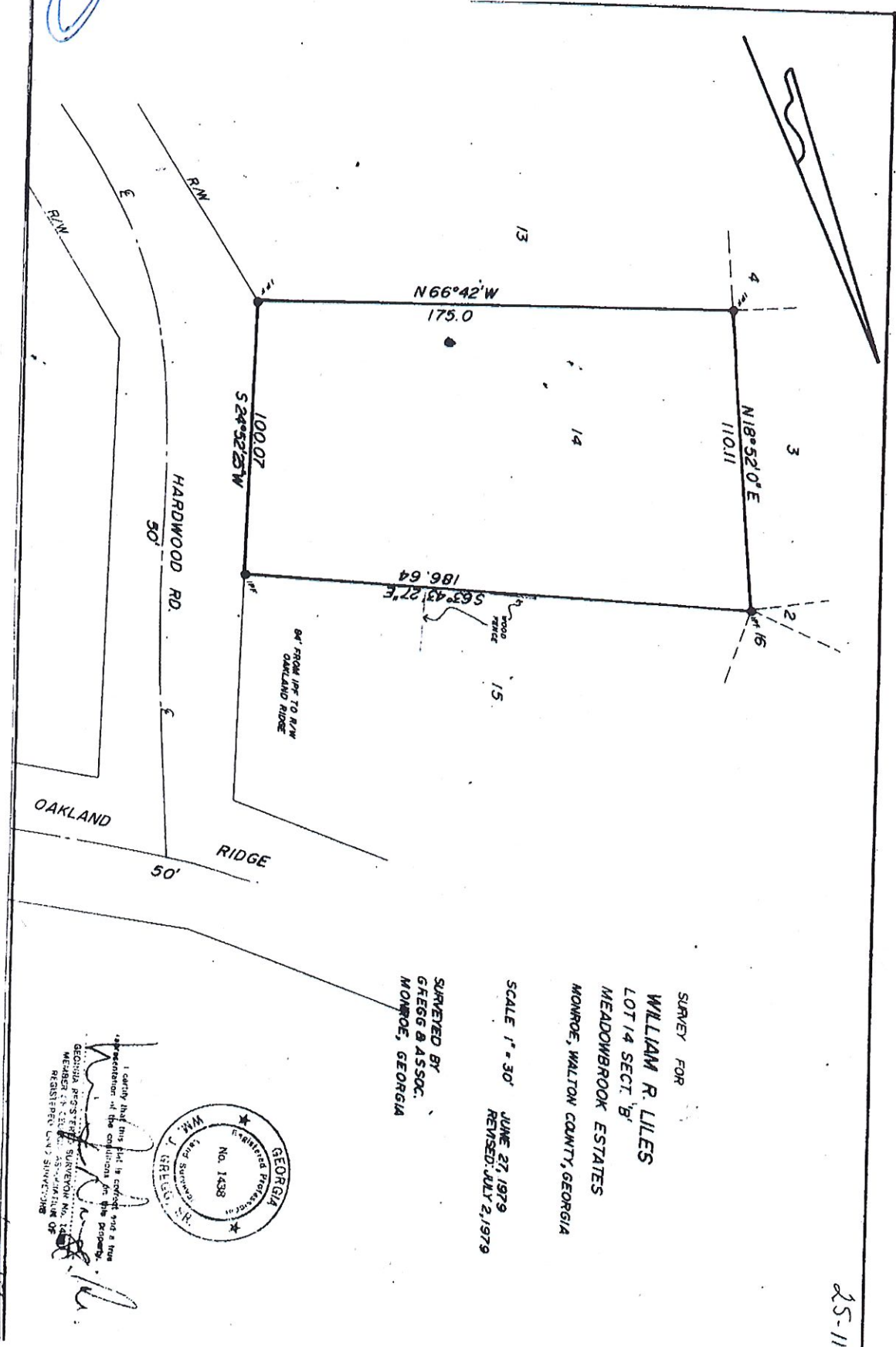
LEGAL DESCRIPTION

Subdivision	Meadowbrook	Plat Book/Page	25/110
Block/Lot	B/14	District/Ward	04
Description	#14B Meadowbrook Estates .44Ac Landlot: 33 Landdist: 3		

FEMA FLOOD ZONES

Zone Code	Flood Risk	BFE	Description	FIRM Panel ID	FIRM Panel Eff. Date
X	Minimal		Area of minimal flood hazard, usually depicted on FIRMs as above the 500-year flood level.	13297C0138E	12/08/2016

Exhibit A



25-11

SURVEY FOR
WILLIAM R. LILES
 LOT 14 SECT. 'B'
 MEADOWBROOK ESTATES
 MOWBEE, WALTON COUNTY, GEORGIA

SCALE 1" = 30'
 JUNE 27, 1979
 REVISED: JULY 2, 1979

SURVEYED BY
GREGG & ASSOC.
 MOWBEE, GEORGIA



I certify that this plat is correct and a true representation of the conditions on the property.
 GEORGIA REGISTERED PROFESSIONAL SURVEYOR NO. 1438
 WILLIAM J. GREIG
 REGISTERED CIVIL ENGINEER

RECORDED
 This 17 day of July, 1979
 Thomas B. Bickel
 Clerk, Walton Superior Court

October 21, 2019

Brooke Wenzel
Conner Grading & Landscaping
Lot 14 Hardwood Rd.
Monroe, Ga. 30655

Re: Lot 14 Hardwood Road, Monroe, Walton County, Georgia

To Whom It May Concern;

Walton Electric Membership Corporation has the electric distribution facilities to serve the properties located at Lot 14 Hardwood Road, Monroe, Walton County, Georgia. The electric service provided will be subject to the Cooperative's Service Rules and Regulations.

Sincerely,
Debra Clay
E&O Administrative Assistant



Date: September 26, 2019

In Re: Utilities

To Whom It May Concern:

The City of Monroe offers five different utilities in our service territory. The five utilities are: electricity, natural gas, water, wastewater and telecommunication.

The utilities checked below are available at Parcel NMO9B031, Lot 14, in the City of Monroe, Georgia.

- ELECTRICITY
- NATURAL GAS
- WATER
- WASTEWATER
- TELECOMMUNICATION

Please contact our office for any additional information needed. We look forward to serving your utility needs.

Vashon T. Hill
City of Monroe

**NOTICE TO THE PUBLIC
CITY OF MONROE**

**A petition has been filed with the
City of Monroe requesting the
property at 0 Hardwood Road
to be rezoned from R-1 County to
R-1 City and Annexed**

**A public hearing will be held before
the Monroe Planning and Zoning
Commission at City Hall Auditorium at
215 N. Broad Street on November 19, 2019
at 5:30 P.M. All those having an
interest should be present to voice
their interest.**

**A petition has been filed with the
City of Monroe requesting the
property at 0 Hardwood Road
to be rezoned from R-1 County to
R-1 City and Annexed**

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The Mayor and City Council
at the City Hall Auditorium at
215 N. Broad Street on December 10, 2019
at 6:00 P.M. All those having an
interest should be present to voice
their interest.**

**PLEASE RUN ON THE
FOLLOWING DATE:**

November 3, 2019



To: Planning and Zoning / City Council
From: Patrick Kelley
Department: Planning, Zoning, Code and Development
Date: 10-28-19
Description: Request for variance of lot frontage requirement of 75' in R1A zoning.
 310 North Madison Avenue

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA

Budget Available: NA

Requested Expense: \$NA

Company of Purchase: NA

Recommendation: *Approve as requested*

Background: The property currently houses a single family residence which is to be demolished and the lot will be subdivided to accommodate two new single family dwelling units ,one each, on the resultant lots. The variance will amount to an approximate 5' reduction in frontage for each lot. This is less than a 7% reduction.

Attachment(s): application and supporting documents.



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

Plan Report

Plan NO.: VAR-00003 232

Plan Type: Variance
 Work Classification: Variance
 Plan Status: In Review

Apply Date: 10/18/2019

Expiration:



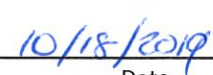
Location Address	Parcel Number
310 N MADISON AVE, MONROE, GA 30655	M0120124

Contacts	
Nancy Tonnessen 1409 SHADOW STONE DR, WINDER, GA 30680 (678)677-2012	Owner
Shauna & Clayton Mathias 302 N Madison AVE, Monroe, GA 30655	Applicant

Description: Request for Variance of Sect 700.1 Table 11 - P&Z Mtg 11/19/19 @ 5:30 pm, Council Mtg 12/10/19 @ 6:00 pm 215 N Broad St	Valuation: \$0.00
	Total Sq Feet: 0.00

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

Payments	Amt Paid
Total Fees	\$100.00
Check # 1020	\$100.00
Amount Due:	\$0.00

Condition Name	Description	Comments
	 Issued By: Debbie Adkinson	October 18, 2019 Date
	 Plan_Signature_1	 Date
	Plan_Signature_2	Date



Variance/Conditional Use Application

Application must be submitted to the Code Department ⁴⁵~~45~~₃₀ days prior to the Planning & Zoning

Meeting of: _____

Your representative must be present at the meeting

Street address 310 N. Madison Ave. Council District _____ / 2 Map and Parcel # _____
Zoning R1A Acreage 0.89 Proposed Use R1A Road Frontage 139.88 ft. / on
N. Madison Ave. (street or streets)

Applicant
Name Clayton Matthias
Address 302 N. Madison Ave. Monroe 30085
Phone # 404-358-0861

Owner
Name Nancy Tonnessen
Address 1400 Shadowstone Dr. Winder, GA 30080
Phone # 678-677-2012

Request Type: (check one) Variance Conditional Use _____

Nature of proposed use, including without limitation the type of activity proposed, manner of operation, number of occupants and/or employees, hours of operation, number of vehicle trips, water and sewer use, and similar matters:

Divide parcel (per attached site plan) to allow construction of two single family residences (plans also attached).

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

Current structure is zoned R1 and proposed structure(s) will also be single family residential. Adjacent lots are also R1 single family residential.

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

Will allow for slightly more dense in-town home ownership. ~~Complies~~ Complies fully with 1425.5(1-10) - Conforms with previously issued variances by the City of Monroe.

State area, dimensions and details of the proposed structure(s) or use(s), including without limitation, existing and proposed parking, landscaped areas, height and setbacks of any proposed buildings, and location and number of proposed parking/loading spaces and access ways:

Proposing to have 2 lots with 70 ft. road frontage and to construct 2 single family residences at no more than 35 ft. width to maintain 10 ft setbacks with 1 paved driveway for each property. (See attached floor plans).

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

It is not economically viable to rebuild existing structure as currently platted

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

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

Documents to be submitted with request:

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

Application Fees:

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

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

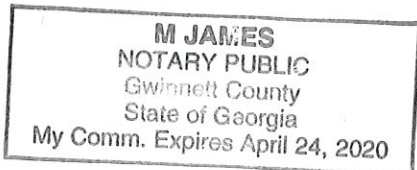
The above statements and accompanying materials are complete and accurate. Applicant hereby authorizes Code department personnel to enter upon and inspect the property for all purposes allowed and required by the zoning ordinance and the development regulations.

Signature [Handwritten Signature] Date: 10/10/19

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

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

Signature [Handwritten Signature] Date: 10-17-19
[Handwritten Signature] Date: 10-17-19



Notary Public
Commission Expires: 4/24/2020

I hereby withdraw the above application: Signature [Handwritten Signature] Date _____

2019 Property Tax Statement

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

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

JACKSON ROBERT & NANCY
 310 N MADISON AVE

MONROE, GA 30655

RETURN THIS PORTION WITH PAYMENT

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

Bill No.	Due Date	Current Due	Prior Payment	Back Taxes	*Total Due*
2019-18637	11/15/2019	\$1,249.67	\$0.00	\$0.00	\$1,249.67

Map: M0120-00000-124-000
 Location: 310 MADISON AVE N
 Account No: 372740 010

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

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

Tax Commissioner
 303 South Hammond Drive STE 100
 Walton County Government Building
 Monroe, Georgia 30655
 Ph: 770-266-1736, Fax: 770-267-1416



Tax Payer: JACKSON ROBERT & NANCY
Map Code: M0120-00000-124-000
Description: LOT
Location: 310 MADISON AVE N
Bill No: 2019-18637

Building Value	Land Value	Acres	Fair Market Value	Due Date	Billing Date	Payment Good through	Exemptions
0.00	0.00	0.0000	\$78,880.00	11/15/2019	08/14/2019		

Entity	Adjusted FMV	Net Assessment	Exemptions	Taxable Value	Millage Rate	Gross Tax	Credit	Net Tax
CITY BOND	\$0.00	\$31,552.00	\$0.00	\$31,552.00	0.001981	\$62.50	\$0.00	\$62.50
CITY TAX	\$0.00	\$31,552.00	\$0.00	\$31,552.00	0.005821	\$323.88	-\$140.22	\$183.66
COUNTY	\$0.00	\$31,552.00	\$0.00	\$31,552.00	0.010905	\$424.69	-\$80.62	\$344.07
SCH BOND	\$0.00	\$31,552.00	\$0.00	\$31,552.00	0.002300	\$72.57	\$0.00	\$72.57
SCHOOL	\$0.00	\$31,552.00	\$0.00	\$31,552.00	0.018600	\$586.87	\$0.00	\$586.87
TOTALS					0.039607	\$1,470.51	-\$220.84	\$1,249.67

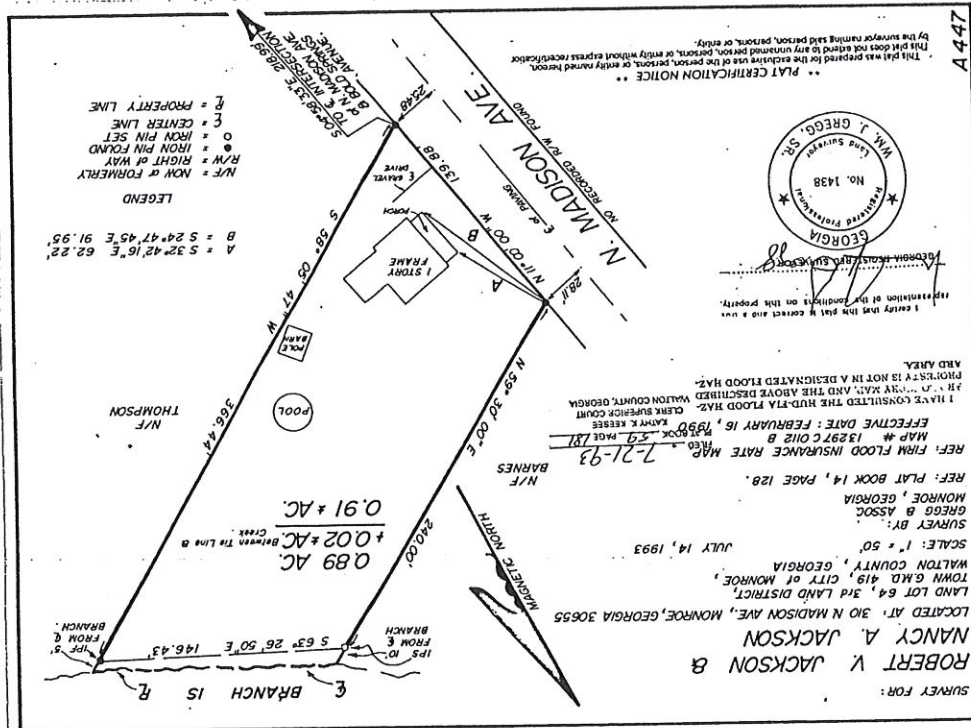
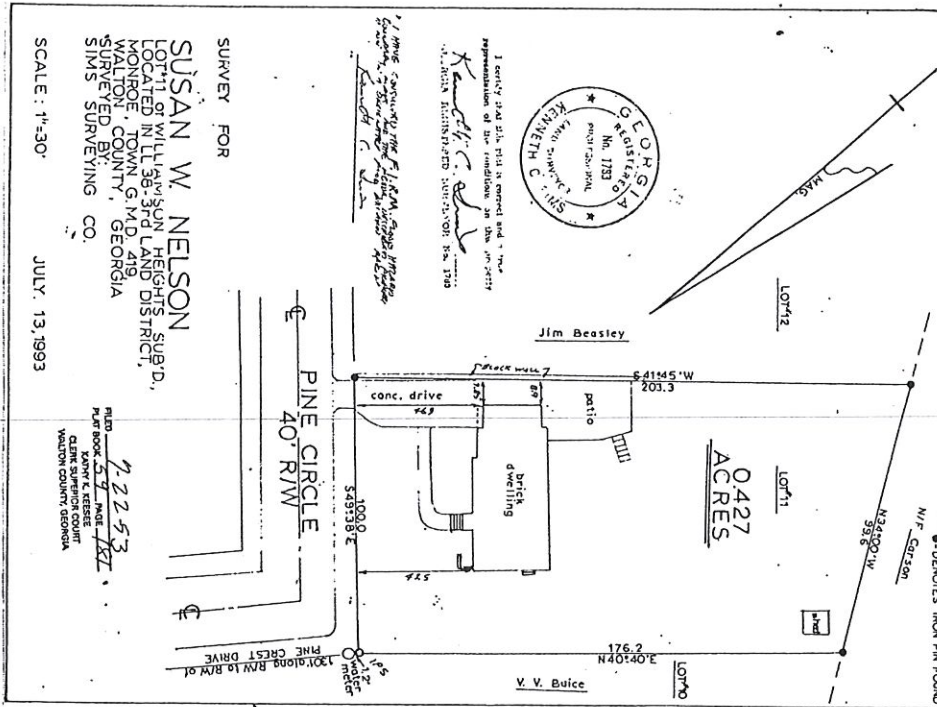
State law requires all tax bills to be mailed to the owner of record on January 1st. If property has been sold, please contact our office.

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

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

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

Current Due	\$1,249.67
Discount	\$0.00
Penalty	\$0.00
Interest	\$0.00
Other Fees	\$0.00
Previous Payments	\$0.00
Back Taxes	\$0.00
Total Due	\$1,249.67



181

59

Return Recorded Document to:
PRESTON & MALCOM, P.C.
Attorneys at Law
Post Office Box 984
110 Court Street
Monroe, Georgia 30655
FILE #: 19-25057

LIMITED
WARRANTY DEED

STATE OF GEORGIA
COUNTY OF WALTON

THIS INDENTURE, made this 29th day of April, 2019, between ROBERT V. JACKSON, III, MANDY M. BRASWELL, AND KENNETH B. JACKSON, of the County of Walton and State of Georgia, as party or parties of the first part, hereinunder called Grantor, and NANCY TONNESSEN, as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that: Grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable considerations in hand paid, at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee.

All that tract or parcel of land, together with all improvements thereon, situate, lying and being in the State of Georgia, County of Walton, City of Monroe, located in Land Lot 64 of the 3rd Land District, Town G.M.D. 419, containing 0.91 acres, more or less, according to survey entitled, "Survey For: Robert V. Jackson & Nancy A. Jackson," dated July 14, 1993, prepared by Gregg & Associates, certified by WM J. Gregg, Sr., Georgia Registered Land Surveyor No. 1438, and recorded in Plat Book 14, page 128, Walton County, Georgia records. Reference to said plat of survey and the record thereof being hereby made for a more complete description.

This being the real property more commonly known as 310 N. Madison Avenue, according to the present system of numbering properties in the City of Monroe, Walton County, Georgia.

Map Parcel No.: M0120-00000-124-000

This Deed is given subject to all easements and restrictions of record.

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

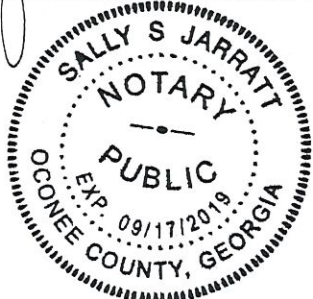
AND THE SAID Grantor will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons by, through and under the above-named Grantor.

IN WITNESS WHEREOF, Grantor has hereunto set Grantor's hand and seal this day and year first above written.

Signed, sealed and delivered
in the presence of:

[Signature]
Unofficial Witness

[Signature]
Notary Public



[Signature] (Seal)
Robert V. Jackson, III

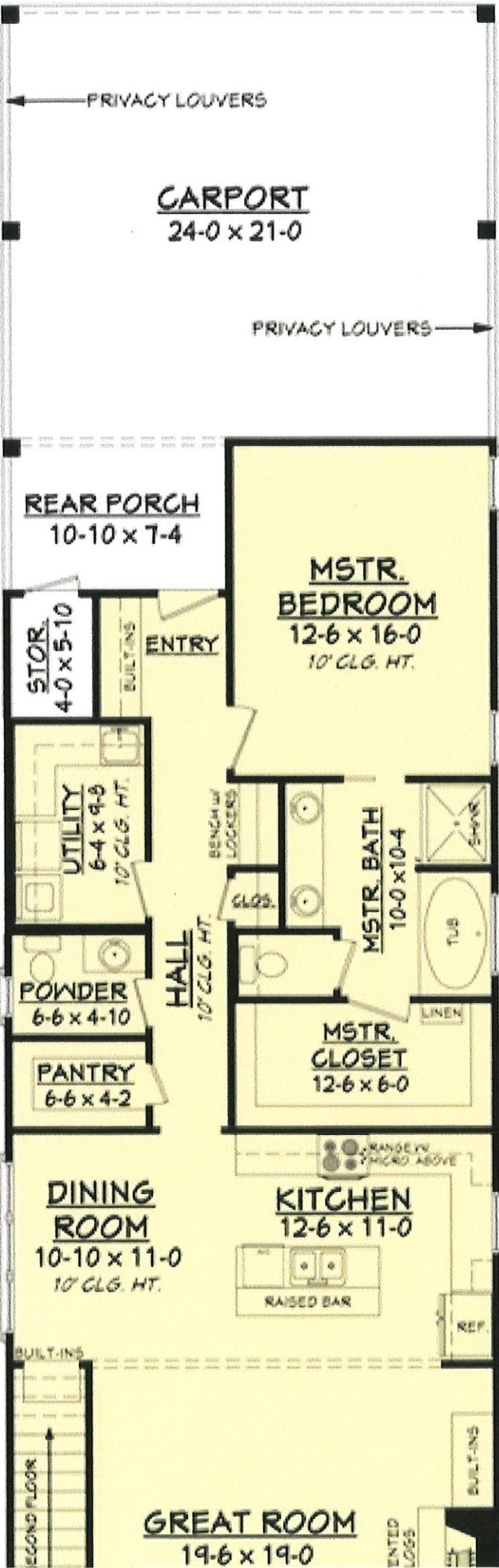
[Signature] (Seal)
Mandy M. Braswell

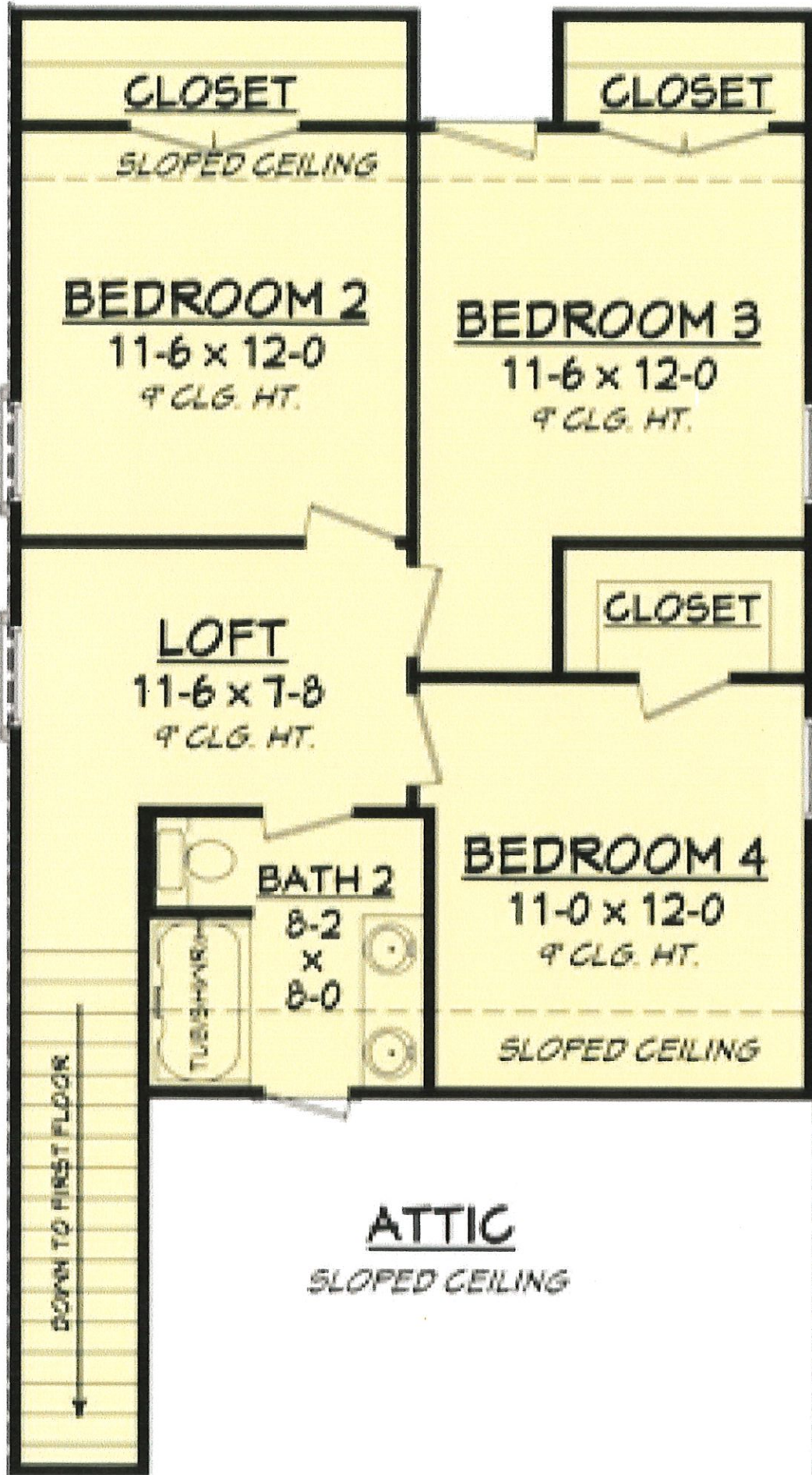
[Signature] (Seal)
Kenneth B. Jackson, by

Kenneth B. Jackson, by and through Mandy M. Braswell, his Attorney-in-Fact, by that certain Specific Power of Attorney, filed contemporaneously herewith

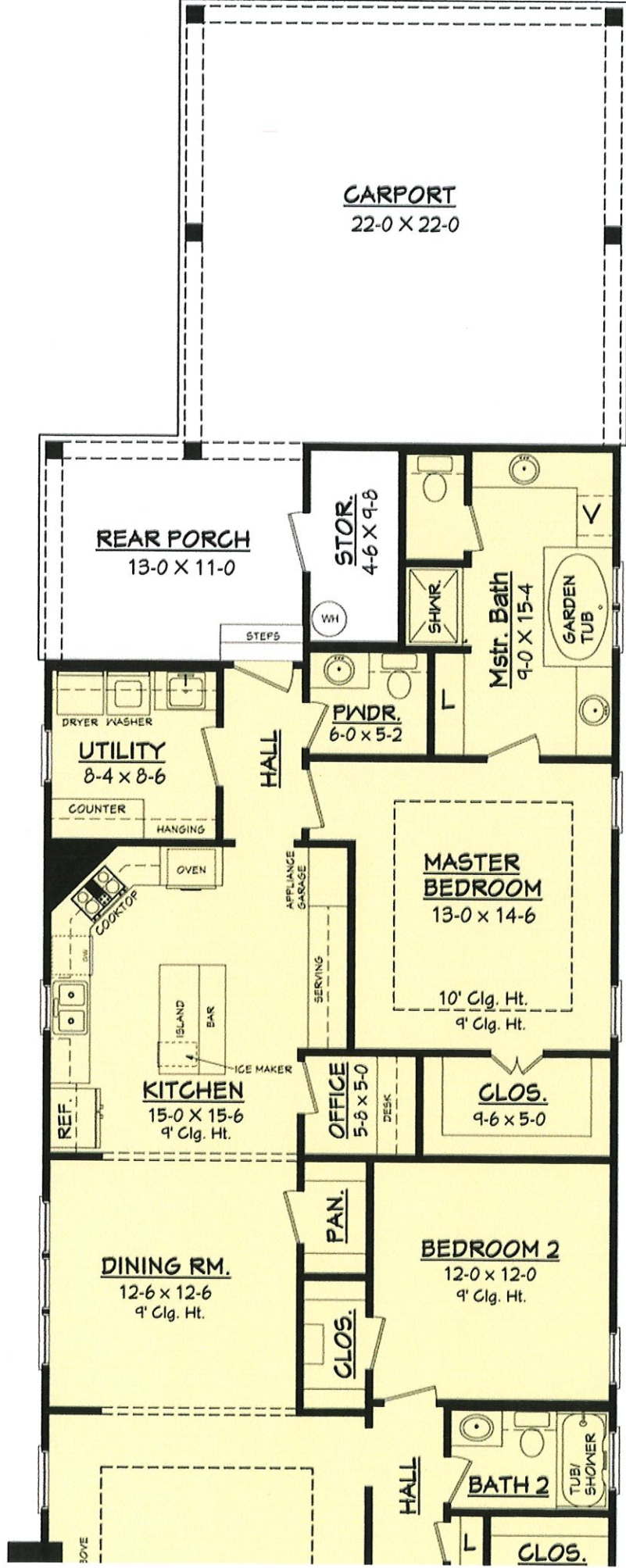
[Signature]
Mandy M. Braswell, his Attorney-in-Fact.











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

NOTE: THE INITIAL CONTROL POINTS FOR THIS SURVEY WERE LOCATED UTILIZING GPS. THE EQUIPMENT USED WAS A CHAMPION TKO DUAL FREQUENCY RECEIVER WITH A SCEPTER TWO DATA COLLECTOR RUNNING CARLSON SURVCE SOFTWARE. NETWORK RTK CORRECTIONS WERE RECEIVED VIA A CELLULAR MODEM. THE TYPE OF SURVEY WAS NETWORK RTK UTILIZING TRIMBLE VRS REAL TIME NETWORK OPERATED BY eGPS SOLUTIONS, INC. THE RELATIVE POSITIONAL ACCURACY, AS CALCULATED ACCORDING TO THE FEDERAL GEOGRAPHIC DATA COMMITTEE PART 3: NATIONAL STANDARD FOR SPATIAL DATA ACCURACY IS 0.04 FT. HORIZONTAL AND 0.07 FT. VERTICAL AT A 95% CONFIDENCE LEVEL.

NOTE: A PORTION OF THE PROPERTY SHOWN HEREON IS IN A DESIGNATED FLOOD HAZARD AREA, ACCORDING TO THE F.I.R.M. NO. 13297C0137E DATED 12/08/2016

THIS BLOCK RESERVED FOR THE CLERK SUPERIOR COURT

NOTE: NO FIELD SURVEYING WORK WAS DONE IN THE PREPERATION OF THIS PLAT. THIS PLAT IS FOR VARIANCE REQUEST ONLY, NOT A SURVEY AND NOT FOR RECORDING OR TRANSFER OF TITLE.

GRID NORTH GA. WEST ZONE

THEODORE A. LOTZ
316 N. MADISON AVE.
TAX PARCEL M0120125
DB. 3720, PG. 299
PB. 58, PG. 151
ZONED R1A

THEODORE A. LOTZ
316 N. MADISON AVE.
TAX PARCEL M0120125
DB. 3720, PG. 299
PB. 58, PG. 151
ZONED R1A

ROBERT O. HIGSMITH
306 N. MADISON AVE.
TAX PARCEL M0120123
DB. 90, PG. 311
ZONED R1A

APPARENT 50' R/W ~ NORTH MADISON AVENUE

PLATTED DISTANCE IS 140.00'

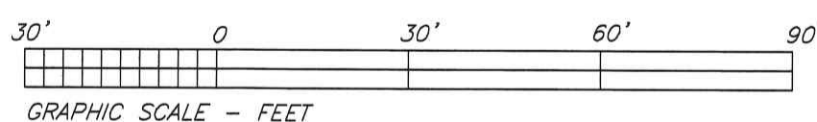
PROPOSED 70.00'

PROPOSED 70.00'

245.00'
10' B.S.L.

PROPOSED PROPERTY LINE
315.92'

365.30'



THE PURPOSE OF THIS PLAT IS FOR A VARIANCE REQUEST TO REDUCE THE MINIMUM FRONATGE FOR THE CREATION OF A NEW BUILDABLE TAX PARCEL AND TWO NEW HOMES.

LEGEND

- R.B.F. = REBAR FOUND
- I.P.S. = IRON PIN SET WITH CAP STAMPED "ALCOVY"
- C.M.F. = CONCRETE MONUMENT FOUND
- O.T.P. = OPEN TOP PIPE
- C.T.P. = CRIMPED TOP PIPE
- R/W = RIGHT OF WAY
- P.L. = PROPERTY LINE
- C.L. = CENTER LINE
- B.S.L. = BUILDING SETBACK LINE
- L.L. = LAND LOT
- L.L.L. = LAND LOT LINE
- G.M.D. = GEORGIA MILITIA DISTRICT
- T.B.M. = TEMPORARY BENCH MARK
- R. = RADIUS
- CH. = CHORD
- TAN. = TANGENT
- N/F. = NOW OR FORMERLY
- D.B. = DEED BOOK
- P.B. = PLAT BOOK
- PG. = PAGE
- D.E. = DRAINAGE EASEMENT
- S.S.E. = SANITARY SEWER EASEMENT
- F.F.E. = FINISHED FLOOR ELEVATION
- MH. = MANHOLE
- DI. = DRAIN INLET
- FH. = FIRE HYDRANT
- LP. = LIGHT POLE
- PP. = POWER POLE
- PL. = POWER LINE
- FL. = FENCE LINE
- WL. = WATER LINE
- GL. = GAS LINE
- V. = VALVE
- W. = WELL
- (DISTANCE) = DEED OR PLAT CALL
- P.O.C. = POINT OF COMMENCEMENT
- P.O.B. = POINT OF BEGINNING

PER CURRENT TAX INFORMATION
OWNER:
NANCY TONNESSEN
310 N. MADISON AVE.
MONROE, GA. 30655



REQUEST FOR VARIANCE PLAT FOR:

NANCY TONNESSEN

TAX PARCEL M0120124, 310 N. MADISON AVE., ZONED R1A

FIELD WORK DATE: NONE

DATE OF PLAT PREPARATION: 9/24/19

LAND LOT(S) 64

3rd DISTRICT

WALTON COUNTY, GEORGIA

ALCOVY SURVEYING AND ENGINEERING, INC.
2205 HWY. 81 S., LOGANVILLE, GA. 30052
Phone 770-466-4002 - LSF #000759

SCALE: 1" = 30'
JOB NO. 19-214

**NOTICE TO THE PUBLIC
CITY OF MONROE**

The City of Monroe has received a request for a variance of Article VII, Sect 700.1, Table 11, road frontage at 310 N Madison Ave. A public hearing will be held on November 19, 2019 before the Planning & Zoning Commission, at 5:30 P. M.

The City of Monroe has received a request for a variance of Article VII, Sect 700.1, Table 11, road frontage at 310 N Madison Ave. A public hearing will be held on December 10, 2019 before the Mayor and Council, at 6:00 pm.

The meeting will be held in City Hall Meeting Room, 215 North Broad Street. All those having an interest should be present.

**Please run on the
following date:**

November 3, 2019

APPOINTMENTS

Updated

September 10, 2019

Appointed**Term Expires****LIBRARY BOARD (Six-year term)**

Estella Bell	July 9, 2013	July 1, 2019
Lynn Warren	July 9, 2013	July 1, 2019
Lynn Laird	July 8, 2014	July 1, 2020
Peggy Leicht	June 12, 2018	July 1, 2024
Hope Reese	April 9, 2019	July 1, 2025

Uncle Remus Regional Library System

246

1121 East Avenue
Madison, Georgia 30650

www.uncleremus.org

Phone 706.342.4974
Fax 706.342.4510

November 18, 2019

Mayor John Howard
City of Monroe
215 N. Broad Street
P.O. Box 1249
Monroe, GA 30655

Dear Mayor Howard:

The Monroe-Walton County Library has a vacancy on the Board of Trustees. We recommend that **Joseph Boyd** be appointed to fill this vacancy for a term beginning on December 1, 2019, and ending on June 30, 2026.

Mr. Boyd lives within the city limits and his mailing address is 929 Holly Hill Road, Monroe, GA 30655. We feel Mr. Boyd will be a good addition to the Monroe-Walton County Library Board. He has filled out the City's biography form and a copy is attached to this letter.

Thank you for your consideration of this item. Please do not hesitate to contact me if you have any questions or concerns.

Sincerely,



Nancy Condon Bryan
Member Library Services
Uncle Remus Regional Library System

cc: Blake Peters, Library Manager
file

O'Kelly Memorial Library
Loganville, Georgia

Monroe-Walton County Library
Monroe, Georgia

W.H. Stanton Memorial Library
Social Circle, Georgia

Walnut Grove Library
Walnut Grove, Georgia

Greene County Library
Greensboro, Georgia

Eatonton-Putnam County Library
Eatonton, Georgia

Jasper County Library
Monticello, Georgia

Morgan County Library
Madison, Georgia

Sparta-Hancock County Library
Sparta, Georgia





Appointed Board Member Biography

Name: Joseph Boyd

Profession / Business: Kemko Lawn Service Position: member/ (owner)

Business Address: 1024 Karlee Blvd

Phone number: (770) 466-6113 Fax number: _____

Email address: info@kemkolawnservice.com

Home Address: 929 Holly Hill rd. Monroe GA 30655

Home Phone number: _____ Mobile Phone number: (678) 618-9776

(Please indicate address where you prefer to receive your mail)

Birthdate: 07/03/1974 Birthplace: Dekalb

Education: Batchelors deg. UGA

Hobbies: art/models/books

Membership in Service Clubs: none

Social Clubs: none

Membership / Offices Held / Other Agency Boards:
none

Civic Appointments: none

Political Offices: none

Reason for wanting to serve on Library Board

Community Participation, Love of books

APPOINTMENTS

Updated

September 10, 2019

Appointed**Term Expires****DOWNTOWN DEVELOPMENT AUTHORITY and
CONVENTION & VISITORS BUREAU AUTHORITY and
URBAN REDEVELOPMENT AGENCY (Three-year term)***(As of 4/10/07 Changed from 6-year terms to 3-year terms) (URA created 12/11/2018)*

Ross Bradley	Council member	December 31, 2019
Whit Holder	December 13, 2016	December 31, 2019
Lisa Reynolds Anderson	December 13, 2016	December 31, 2019
Wesley Sisk	December 12, 2017	December 31, 2020
Andrea Gray	December 12, 2017	December 31, 2020
Mike Gray	December 11, 2018	December 31, 2021
Meredith Malcom	December 11, 2018	December 31, 2021
Charles Sanders	December 11, 2018	December 31, 2021



Appointed Board Member Biography

Name: Whit Holder

Profession / Business: Georgia Reclaimed/Walton Mill Position: owner

Business Address: 600 S Broad Street, Bldg 3 Suite 1B

Phone number: (770) 207-5747 Fax number: _____

Email address: whit@holderbros.com

Home Address: 1883 Alcovy Mountain Road

Home Phone number: (678) 520-8718 Mobile Phone number: _____

(Please indicate address where you prefer to receive your mail)

Birthday: 11/15/1974 Birthplace: Athens, GA

Education: Journalism UGA 1998

Hobbies: historic preservation & adaptive reuse/bagpipes & hot sauce

Membership in Service Clubs: n/a

Social Clubs: n/a

Membership / Offices Held / Other Agency Boards:

Timber Framers Guild, director 2008-2010

Civic Appointments: n/a

Political Offices: n/a

Reason for wanting to serve on DDA/CVB Board



Appointed Board Member Biography

Name: Lisa Reynolds - Anderson

Profession / Business: Retail / Real Estate Position: Co-owner / President

Business Address: 134 North Broad Street, Monroe, GA 30655

Phone number: (770) 267-7149 Fax number: (770) 267-7397

Email address: lisaranderson@aol.com

Home Address: 1230 Highway 138, Monroe, GA 30655

Home Phone number: (770) 267-8338 Mobile Phone number: (678) 283-8166

(Please indicate address where you prefer to receive your mail)

Birthday: 03/30/1963 Birthplace: Clarke County, Georgia

Education: BBA Management

Hobbies: Gardening, Walking, Watching Football

Membership in Service Clubs: _____

Social Clubs: MGCC

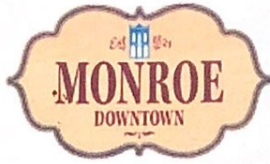
Membership / Offices Held / Other Agency Boards: _____

Civic Appointments: DDA & CVB Board

Political Offices: None

Reason for wanting to serve on DDA Board

To improve economic environment of downtown.



APPLICATION FOR NOMINATION
MONROE DOWNTOWN DEVELOPMENT AUTHORITY

Please Print

Name Chris Collin Email Chris@LRburger.com

Home Address 614 Saint Ives Walk Monroe Zip Code 30655

Business Address (Street & Mailing) 202 East Spring Street

Profession/Business Restaurant Position Owner

Phone Numbers: Home 678-939-4702 Cell " "
Business _____ Fax _____

Birthday: 07-17-1980 Birthplace: Atlanta

Education: BS Communication University West Georgia

I am: (Check all that apply)

- A resident of the City of Monroe or of Walton County
- Available for Board meetings the Second Thursday of each month
- A Elected Member of Government: Elected Position _____
- A Downtown Property Owner: Property Address 202 E Spring 116 W Spring
- A Downtown Business Owner: Business Address 202 E Spring Street
- A Downtown Employee: Business & Position _____

My Downtown Involvement over the past two years includes: (Check all that apply and list)

- Serving on Committee (s) Ambassador for George Walton Academy
- Assisting with Projects _____
- Participation in Events Burger Battle (monroe) Host Oktoberfest, Smokin Hot Taco Fest, and Saint Patricks Festival (Lawrenceville)
- A Financial Contribution _____

Organizations to which I belong and volunteer service include: Walton Chamber

Interest/Hobbies/Talents/Skills: growing community, spending time with family

I am interested in serving on the Authority because I want to help the city of Monroe continue to grow and thrive.

I will allow my name to be submitted for consideration in service to the Authority; and if appointed to serve as a member of the Board of Directors, I agree to:

- Attend all possible regular monthly Board meetings, committee meetings and any special meetings
- Attend eight hours of training within my first year of service as required by law
- Enter into full discussion and participation in policy decisions affecting the DDA and its purpose
- Accept responsibility for assignments and offer suggestions on programming or operations
- Maintain matters of confidence
- Serve the Authority, working for its overall well being and that of the historic business district
- Seek opportunities to learn more about downtown revitalization efforts and best practices.

Signature [Handwritten Signature]

Date 11-11-19



Appointed Board Member Biography

Name: Chris Collin

Profession / Business: Restaurant Position: Owner

Business Address: 202 East Spring Street

Phone number: 470-357-6750 Fax number: _____

Email address: Chris @ LA Burger.com

Home Address: 614 Saint Ives Walk Monroe 50655

Home Phone number: 678 434 4702 Mobile Phone number: " "

(Please indicate address where you prefer to receive your mail)

Birthday: 07-17-1980 Birthplace: Atlanta

Education: B.S. Communication University of West GA

Hobbies: servicing community, spending time with family

Membership in Service Clubs: _____

Social Clubs: _____

Membership / Offices Held / Other Agency Boards:
George Walton Ambassador

Civic Appointments: _____

Political Offices: _____

Reason for wanting to serve on DDA Board

APPOINTMENTS

Updated

September 10, 2019

Appointed**Term Expires****PLANNING COMMISSION (Five-year term)**

Mike Eckles	August 9, 2016	September 1, 2020
David Butler	December 12, 2017 (to fill unexpired term of John Howard)	September 1, 2020
Randy Camp	December 12, 2017	September 1, 2022
Kyle Harrison	September 10, 2019	September 1, 2024
Rosalind Parks	September 10, 2019	September 1, 2024



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Appointed Board Member Biography

Name: Br. Timothy Carson

Profession / Business: Knights of Prayer Position: Lay-Monk (Friar)

Business Address: 110 Baker St. Apt. 283B

Phone number: (770) 598-2916 Fax number: _____

Email address: bro.timothycarson@gmail.com

Home Address: 110 Baker ST. Apt. 283B

Home Phone number: (770) 598-2916 Mobile Phone number: _____

(Please indicate address where you prefer to receive your mail)

Birthday: 05/29/1948 Birthplace: Muskegon, Michigan

Education: Plainfield Highschool, EMT Training & Licensure in MI

Hobbies: Medieval History

Membership in Service Clubs: _____

Social Clubs: _____

Membership / Offices Held / Other Agency Boards:

Yates Township, MI Zoning Official/Zoning Enforcement Officer

Isabella County, MI Zoning Official/Zoning Enforcement Officer

Civic Appointments: _____

Political Offices: _____

Reason for wanting to serve on Zoning Board

Previous Experience as Zoning Official/Officer



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Appointed Board Member Biography

Name: Richard W. Spalding

Profession / Business: Spalding Designs LLC Position: President / Professional Building Designer (AIBD)

Business Address: P.O. Box 1778, Monroe, Georgia 30655

Phone number: (678) 914-5653 Fax number: _____

Email address: rwspalding@hotmail.com

Home Address: 118 6th Street, Monroe, Ga 30655

Home Phone number: (678) 914-5653 Mobile Phone number: (678) 914-5653

(Please indicate address where you prefer to receive your mail)

Birthday: 08/15/1974 Birthplace: Decatur, Georgia

Education: AAS in Drafting from Perimeter College I also studied architecture and construction science at SPSU.

Hobbies: Hiking, camping, cycling

Membership in Service Clubs: None

Social Clubs: None

Membership / Offices Held / Other Agency Boards:

I've held the position of Poll Manager with the Walton County Board of Elections for the past 2 years and I worked several elections as poll clerk prior to becoming a manager. 20 yrs ago I served as a consumer advisor for the GM Future Council for 2 yrs in a row. (Cont. below)

Civic Appointments: The GM Future Council discussed transportation issues & their effects on urban and rural development.

Political Offices: None

Reason for wanting to serve on Planning & Zoning Board

I want the opportunity to utilize my knowledge in architectural design to provide positive input regarding the future development of our community.



Appointed Board Member Biography

Name: Larry Nathan "Nate" Treadaway

Profession / Business: Blackpowder Products, Inc. Position: CEO

Business Address: 1270 Progress Center Ave, Lawrenceville GA 30043

Phone number: (678) 282-2905 Fax number: (770) 242-8546

Email address: nate@bpiguns.com

Home Address: 209 N Jackson Street, Monroe 30655

Home Phone number: (404) 861-9367 Mobile Phone number: (404) 861-9367

(Please indicate address where you prefer to receive your mail)

Birthday: 06/12/1972

Birthplace: Carrollton, GA

Education: BA Political Science, UGA 2004

Hobbies: hunting, fishing, camping

Membership in Service Clubs: _____

Social Clubs: _____

Membership / Offices Held / Other Agency Boards:

Board of Director -- Virginia Glass Association (2008)

Professional Member National Shooting Sports Foundation

Civic Appointments: None

Political Offices: None

Reason for wanting to serve on Zoning & Planning Board

To ensure that our city continues to grow in a healthy and responsible way.

812 McDaniel Street
Monroe, Georgia 30655

November 14, 2019

Mayor John Howard
City of Monroe
215 North Broad Street
Monroe, Georgia 30655

Dear Mayor Howard,

Please accept the attached application for an appointment to serve on the City of Monroe Planning and Zoning Board.

As a native of Monroe and a resident for most of my life, I have a sincere interest in the development of the town I love and call home. Great things are happening in Monroe, from the extraordinary progress of the downtown district, new retail development at the Monroe Pavilion, and revitalization of areas north and south of downtown to exciting new housing construction, parks and entertainment assets. It is a great time to be in America's Best Small Town!

Growth brings challenges. How do we develop in a sustainable way? How do we address traffic? How do we create jobs? How do we attract young families? How do we maintain the sense of community that makes Monroe such a wonderful place to live, work, worship and raise families? Positive outcomes on all of these issues depend on good planning and zoning.

As a former chamber of commerce executive, my background in economic and community development has given me experience in community planning that would be an asset to the planning and zoning process in Monroe. In addition, my current work in human services, education and workforce development provide a unique perspective on the big picture – an understanding of the needs of business and the needs of people – which can coexist and even synergize when managed thoughtfully.

I believe I can offer a unique set of skills and perspectives that would be an asset to the planning and zoning board. It would be an honor to serve the people of Monroe in this capacity, and I would appreciate your consideration.

Sincerely,



Angela Green Yarman



Appointed Board Member Biography

Name: Angela Green Yarman

Profession / Business: United Way/Student Success Alliance Position: Executive Director

Business Address: P.O. Box 611, Monroe, GA 30655

Phone number: (770) 356-2055 Fax number: (770) 267-4322

Email address: angelayarman@gmail.com

Home Address: 812 McDaniel Street, Monroe GA 30655 (preferred)

Home Phone number: (770) 267-4322 Mobile Phone number: (770) 356-2055

(Please indicate address where you prefer to receive your mail)

Birthday: 04/26/1966

Birthplace: Athens, GA

Education: Monroe Area High School, 1984. Bachelor of Science in Consumer Journalism, 1989 and Master of Science in Consumer Economics, 1991 - The University of Georgia

Hobbies: watching high school basketball

Membership in Service Clubs: Monroe Rotary Club

Social Clubs: _____

Membership / Offices Held / Other Agency Boards:

Walton County Chamber of Commerce

Monroe Museum

Civic Appointments: none

Political Offices: none

Reason for wanting to serve on Planning and Zoning Board

EMPLOYMENT

Executive Director, Student Success Alliance, Monroe, Georgia

2009 to present. Responsible for the daily operation of a private non-profit charity organized to unite the community in empowering students to succeed in school and in life. Supervising nine site coordinators to implement programs in four elementary, four middle, and four high schools. Responsible for management of the volunteers, leadership, fund raising and financial resources. Among the first 10 affiliates in Georgia to achieve Total Quality System accreditation. Affiliate grew from one site to twelve in less than nine years.

Executive Director, United Way of Walton County, Monroe, Georgia

2002 to present. Responsible for the daily operation of a private non-profit charity organized to raise funds to support human service agencies to serve the poor, elderly, handicapped and young people. Responsible for coordinating volunteers to conduct the annual fund-raising campaign, managing the process to allocate funds to agencies, managing volunteers, leadership and financial resources. During this period, the campaign increased 600% and the organization met world-wide membership standards each year.

Director of Membership, Monroe Golf & Country Club, Monroe, Georgia

2002 to 2009. Responsible for marketing and membership development of a private golf and social club serving 500 families. Developed marketing campaigns utilizing newspaper, magazine and television advertising, referral programs, and networking. Developed media plan and managed budget. Developed and managed website. Redesigned club newsletter. Developed club handbook. Responsible for club tours and direct membership sales. Managed volunteer membership development committee. During this period, membership increased 35% and revenue increased by more than \$250,000 per year.

Owner, Yarman Solutions, Monroe, Georgia

2001 to 2011. Sole proprietor of management consulting firm specializing in non-profit management, board operations, strategic planning, marketing and fund raising. Provided long-term part-time management for organizations listed above, and short term management of special projects. Clients included Athens First Bank & Trust, Walton Regional Medical Center, Carl Vinson Institute of Government at UGA, numerous civic groups and others.

President, Douglas County Chamber of Commerce, Douglasville, Georgia

1993 to 2001. Responsible for daily operation of 1000-member business organization. Managed \$600,000 annual budget, employed 8 personnel. During this period, the membership tripled, revenue increased four-fold. The organization was named among the top three small chambers of commerce in the United States and became nationally accredited with a score of 94, "little room for improvement."

Director of Community and Leadership Development, Athens Area Chamber of Commerce, Athens, Georgia 1992-1993. Recruited, trained, motivated and supported volunteers to develop and carry out a program of work addressing education and community objectives including Partners in Education, One-to-One Mentoring, Certified Literate Community, Leadership Athens, Women in Business, and University/Community Relations. Previous service to Athens Area Chamber/Convention and Visitors Bureau in administrative positions from 1991-1992.

EDUCATION

Master of Science in Consumer Economics, 1991, The University of Georgia.

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Bachelor of Science in Consumer Journalism, 1989, The University of Georgia. Concentrations in Housing/Consumer Economics and Public Relations.

Graduate Certificate in Organization Management, 1998, Institutes for Organization Management, United States Chamber of Commerce.

PROFESSIONAL AFFILIATIONS

Member, United Ways of Georgia Association, 2002-present

Member, Walton County Chamber of Commerce 2002-present

Graduate, Communities In Schools Executive Leadership Program, 2016

Graduate, Leadership Walton 2013

Member, Georgia Association of Chamber of Commerce Executives 1993 to 2001

Board Member and Chairman, Professional Development Division 2000-2001

Regent, Georgia Board of Regents, Institute for Organization Management 1998-1999

Graduate, Atlanta Regional Leadership Institute 1994

Graduate, Leadership Douglas 1993

COMMUNITY INVOLVEMENT AND AWARDS

Monroe 2020 Complete Count Action Committee, 2019-present

UGA College of Family and Consumer Science Alumni Board of Directors, 2019-present

Walton County Hospital Authority, 2019-present

Membership Chair, Monroe Museum, 2018-present

Development Authority of Walton County Workforce Development Advisory Board, 2018-present

Paul Harris Fellow, Rotary International

Director and Member, Monroe Rotary Club 2005 to present

Rotary Foundation Chair 2012-13

Walton County Chamber of Commerce Member of the Year, 2015 (Communities In Schools)

Advisory Board, Athens Technical College 2012-2015

Founding Member, Walton Proud Initiative, Walton County Chamber of Commerce, 2013

Walton Tribune "Community Spirit Award" Citizen of the Year, 2007

Walton County Chamber of Commerce Small Business of the Quarter, 2005, 2012, 2014

Chairman, Atha Road Elementary School Council 2007-2008

Chairman, Walton County Chamber Membership Committee, 2008

Chairman, Walton County Chamber Education Committee 2007

Chairman, Walton County Chamber Business Council 2006

Chairman, Chamber Ambassadors 2005

Walton County Chamber of Commerce Ambassador of the Year, 2004

Atlanta Business Chronicle Book of Lists: Metro Atlanta's Top Movers and Shakers 1993-2001

Co-Founder and Board Member, "A Taste of Douglasville" Festival Committee

Board Member, United Way Advisory Board, Douglasville, Georgia 1993-2001

Chairman, Resource Management Committee 1998

Member, Metro Atlanta Resource Allocation Executive Committee 1998-99

Founding Board Member, Communities In Schools of Douglas County, 1997

Director, Rotary Club of Douglas County 1995-2001

Member, Foundation Board of Trustees, West Central Technical College 1995-2001

Budget Resolution

A RESOLUTION ADOPTING THE 2020 BUDGET FOR THE CITY OF MONROE, GEORGIA; APPROPRIATING AMOUNTS AS SHOWN IN EACH BUDGET AS EXPENDITURES; ADOPTING THE REVENUE PROJECTIONS; AND PROHIBITING EXPENDITURES TO EXCEED APPROPRIATIONS.

BE IT RESOLVED by the Mayor and City Council of the City of Monroe, Georgia as follows:

WHEREAS, for the purpose of financing the conduct of affairs of the **City of Monroe** during the fiscal year beginning January 1, 2020 and ending December 31, 2020, the Budget of the City's Revenues and Expenditures for such period, as prepared and submitted to the **City Council** by the City Administrator; and so approved by the **Mayor and City Council**.

WHEREAS, the amounts listed are the appropriations so authorized by the **Mayor and City Council** and are approved for the amounts and purpose indicated.

WHEREAS, any pay classification or job description changes contained and funded herein the budget are approved for the amounts and purposes indicated.

WHEREAS, any organizational chart changes or descriptions contained herein the budget are approved as indicated.

WHEREAS, the rates listed are so authorized by the **Mayor and City Council** and are approved for the amounts and purpose indicated.

WHEREAS, a budget amendment is considered any action of the **Mayor and City Council** to purchase items not included in original budgeted figures.

BE IT FURTHER RESOLVED that the expenditures shall not exceed the appropriations authorized by this budget and that the expenditures for the fiscal year shall not exceed funding available.

ADOPTED by the **Mayor and City Council** of the **City of Monroe** this 10th day of December 2019.

John Howard, Mayor
City of Monroe

Attest:

Debbie Kirk, City Clerk

City of Monroe, Georgia

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2020 Proposed Annual Budget

City of Monroe, Georgia

Proposed Annual 2020 Budget

Prepared by the City of Monroe, Georgia
Finance Department



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of Monroe

Georgia

For the Fiscal Year Beginning

January 1, 2019

Christopher P. Morrill

Executive Director



Elected Officials

John Howard, Mayor

Lee P. Malcom, District 1 Councilmember

Myoshia Crawford, District 2 Councilmember

Ross Bradley, District 3 Councilmember

Larry A. Bradley, District 4 Councilmember

Norman Garrett, District 5 Councilmember

L. Wayne Adcock, Vice Mayor & District 6 Councilmember

C. Nathan Little, District 7 Councilmember

David Dickinson, District 8 Councilmember

Appointed Officials

Logan Propes, City Administrator

Beth Thompson, Finance Director

Bill Owens, Fire Chief

Brian Thompson, Electric & Telecommunications Director

Danny Smith, Solid Waste Director

Darrell Stone, Planning & Development Director

Jeremiah Still, Streets and Transportation Director

Les Russell, Human Resources Director

Rodney Middlebrooks, Water, Sewer & Gas Director

R.V. Watts, Police Chief

City of Monroe, Georgia Organizational Chart

January 1, 2020

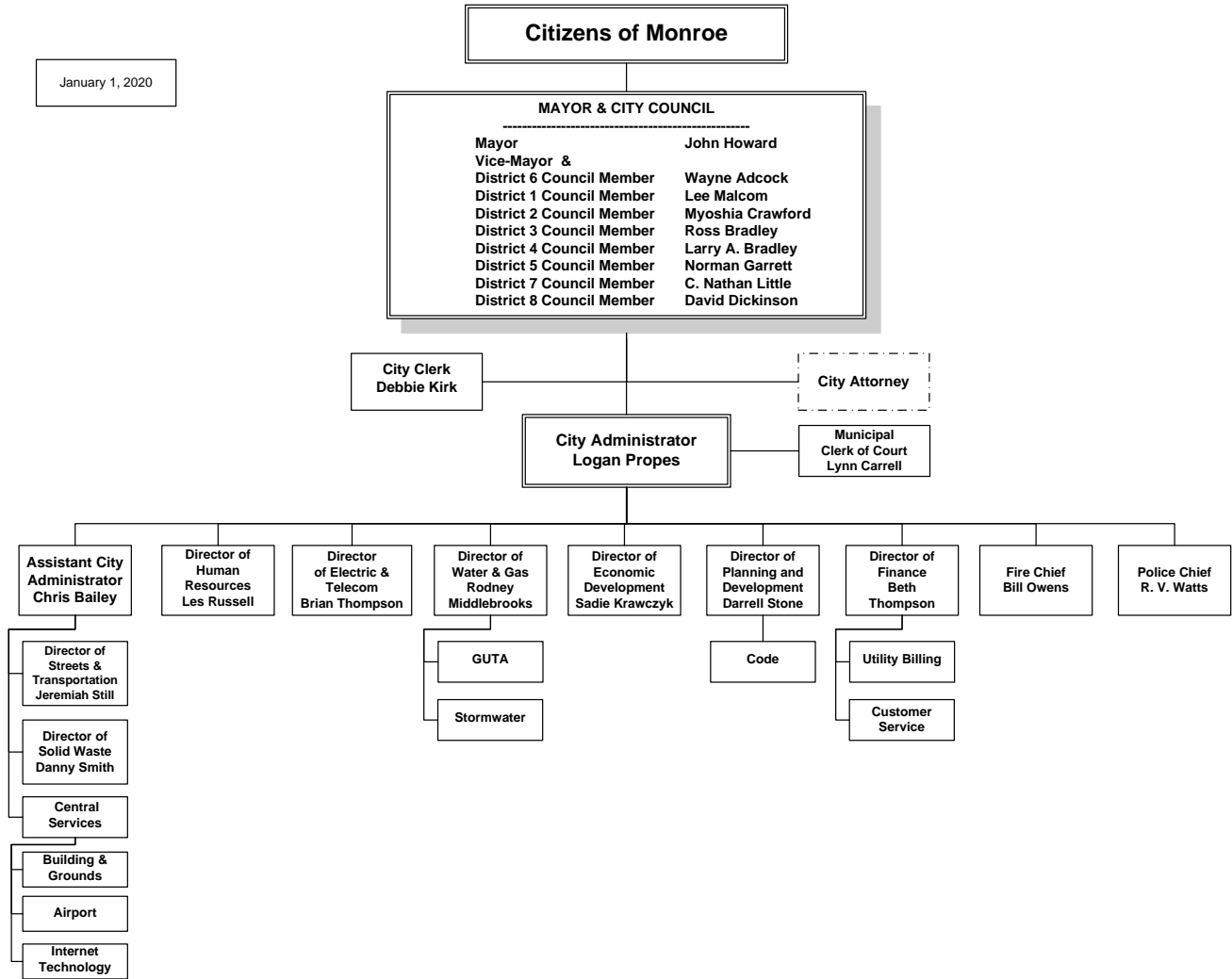


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INTRODUCTION



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

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

November 7, 2019

Honorable Mayor and Members of the City Council:

The City's Finance Department is pleased to present to you the FY 2020 budget. This document contains the Capital Improvement Program (CIP) budget along with the Maintenance & Operations (M&O) budget. The process began with departmental requests which were reviewed and modified by myself and the Finance Director based on funding availability, scope of program need and actual performance.

The current FY 2019 General Fund budget is \$11,807,632. The 2020 budget is \$12,668,341, which represents only a 7.3% increase over 2019. The current 2019 ad valorem tax rate for the City of Monroe is 7.802 mills which will fund the FY 2020 budget (5.821 mills for maintenance & operations and 1.981 mills for general obligation bond debt service). One mill equals approximately \$405,189 in ad valorem tax proceeds at the 96% collection rate.

The total Combined Utilities budget for FY 2020 is \$41,612,339 this is an increase of 4.4% over the current FY 2019 budget of \$39,868,122. The FY 2020 Enterprise Fund budget of Solid Waste contains an increase of 11.3%.

These funds are supplemented by a robust Special Purpose Local Option Sales Tax (SPLOST) program that delivers a wide array of capital improvement projects. For 2020, SPLOST will fund major transportation project initiatives such as joint city-county-state projects and major parks improvements, including the new Downtown Green park. Residual revenues from the 2013 SPLOST will continue to fund transportation and streetscape projects along with public safety and solid waste capital purchases.

All funds combined city-wide are increasing 4.9% for FY 2020 with a total city-wide M&O balanced budget of \$62,375,308.

In the FY 2020 budget, we are adding an additional twelve positions City Wide. We see a need for these additional positions as we continue to keep up with the growth in Monroe. These additional full time positions will create additional efficiencies in service to the public and internally. In the General Fund, we have added four uniform Police Officers and one Criminal Division Investigator. In the Utilities Fund, we have added one Key Accounts Position, one Customer Service Representative, one Wastewater Serviceman, one Water Treatment Plant Trainee, one Natural Gas Serviceman and one Utilities Locate Technician. In the Solid Waste Fund, we have added one Residential Driver in the Collection Division.

There are several new but necessary capital expenditures to ensure our infrastructure and services are top-of-the-line and also of high value for the ratepayer and taxpayer dollar.

This budget includes an employee cost of living increase in salaries for FY 2020, of 3%. These adjustments will be effective in July, 2020.

The portion of the FY 2020 budget that contains capital projects amounting to \$12,646,738 is outlined in the CIP. The General Fund portion of \$643,782 is funded by revenue generated in the General Fund. Other governmental funds' capital projects are funded by a dedicated source such as the SPLOST which totals \$2,660,104 for the capital projects previously mentioned. The Urban Redevelopment Agency Fund will be used to construct & remodel the new Police and Court building at a total of \$2,170,000.

By ordinance, the City has established a utility capital improvement reserve to fund future capital projects for expansion and replacement. Included in the annual budget and financed from current and reserve utility capital revenues is \$4,437,852. Another \$2,483,000 in the CIP budget will be funded by a potential utility bond. The Solid Waste fund accounts for another \$252,000 in capital expenditures in 2020. The CIP accounts for expenditures over \$5,000 and having a useful life of more than two years.

Goals

The following are some of the major goals and priorities of the City for FY 2020:

- Continue rehabilitation of sewer, water & drainage throughout the City with the recently awarded Community Development Block Grant (CDBG) from the Department of Community Affairs (DCA) within the City of Monroe.
- Continue rehabilitation plan on the wastewater treatment plant in lieu of a total plant redesign. This will save the city millions and help the plant last another 10+ years.
- Begin the sewer expansion project along the Hwy 138 corridor and Alcovy River to create new opportunities for commercial and residential growth.
- Renovation and revitalization of the 1.667 acres in downtown for use as the new Town Green (purchased in August 2018) to hold City events.
- Continue street light conversion project to LED for substantial cost savings and citizen safety.
- Continue replacement of old switches and conductors along with other improvements throughout the City's electric infrastructure. These projects will reduce line loss and outages and help with system reliability.
- Continue the partnership with Georgia Department of Transportation (GDOT) and Walton County on a much-needed downtown connector project for a commercial truck route around the historic downtown area connecting Hwy 83 and Hwy 11 South. Preliminary engineering has been submitted to GDOT; while a construction let date has been assigned by GDOT for FY 2020. Such plans will include a new roundabout for improved traffic flow.

- Begin construction on the North Broad Street sidewalk Transportation Alternatives Program (TAP) grant project to enhance sidewalks from Marable Street to the downtown area.
- The Monroe Downtown Development Authority (DDA) and volunteer Main Street committees continue their efforts to promote the downtown district and attract tourism to the City. The Main Street Program sponsors multiple programs and successful events throughout the year. The City will continue to support the downtown through financial contributions and a revised alcohol ordinance allowing for new restaurants and businesses such as brewpubs and wine tasting rooms and will allow for a more robust event calendar.
- Continue to enhance the appearance on the main city corridors with grounds keeping along with our City parks and cemeteries.
- The City will closely monitor growth areas for economic development activity and create the appropriate utility infrastructure plans to position the City for maximum commercial and retail development. Additional resources will be used to help recruit retailers to come to the City of Monroe and also mitigate slum and blight through code enforcement, which has an economic development impact.
- Renovation of the old Walton Plaza shopping center (purchased in December 2017) for use as a new Police Department and Municipal Court will be a major initiative that will help change the face of the East Spring Street Corridor. Further master planning of the site will help to spur future, quality development in an area that has otherwise been left behind. Additionally, the sale of the current police department will allow for a higher and better use of limited downtown retail space and will free up significant amounts of downtown parking at the Wayne Street lot.
- Continued focus on many Airport capital improvement projects such as an LPV approach and other joint GDOT and City project initiatives to make the Airport an economic engine for Monroe and Walton County.

Conclusion

The development of this budget was a challenging task that involved the evaluation of many competing priorities among our various departments and within the limitations of our available revenue. On balance, I believe that this proposed budget is a responsible fiscal plan that will keep Monroe moving progressively forward.

While some costs have increased, most of the budget is comprised of relatively fixed costs; those being personnel, utility purchases, and debt. There are no major changes for FY 2020 regarding scope of services. This budget will only continue to enhance the City's services based on Council's priorities and vision.

Acknowledgement

I wish to thank and acknowledge the many hours of work, advice and knowledge provided by the dedicated department directors and staff of the City of Monroe that have helped myself and the city council to produce this annual financial plan in order to serve the residents and customers of the City of Monroe.

Sincerely,

Logan Propes
City Administrator

City of Monroe's Mission & Goals

Organizational Mission:

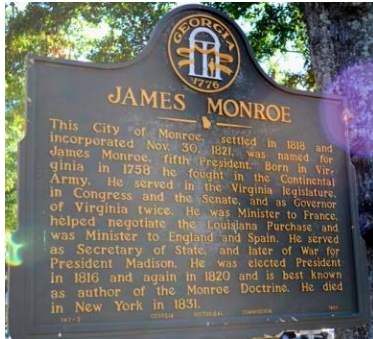
To provide top quality services in a fiscally responsible manner while promoting high standards of living and quality of life.

Department	Sound Leadership	Fiscal Responsibility	High Quality Services	Community Friendly	Open Dialogue	Recruit & Develop Businesses	Encourage Livable Community	Assure Safety of Community	Maintain & Improve Infrastructure	Provide Quality of Life
Airport		X	X	X	X		X		X	
Buildings & Grounds		X	X	X	X		X		X	X
City Administrator	X	X	X	X	X	X				
City Council	X	X	X	X	X					
Economic Development		X	X	X	X	X	X			
Electric & Telecommunications		X	X	X	X				X	
Finance		X	X	X	X					
Fire		X	X	X	X			X		
Human Resources		X	X	X	X					
Internet Technology		X	X	X	X				X	
Municipal Court		X	X	X	X			X		
Police		X	X	X	X			X		X
Protective/Code		X	X	X	X			X		X
Solid Waste		X	X	X	X				X	X
Streets & Transportation		X	X	X	X				X	
Water, Sewer, Gas		X	X	X	X				X	

Goals:	Initiatives:
<i>City Council</i> – To provide sound leadership through diligent policy making while acting to preserve our resources in a fiscally responsible manner.	<ul style="list-style-type: none"> * Listen to citizens concerns and be responsive to their needs. * Maintain low tax burden with lowest possible millage rate
<i>City Employees</i> – To serve the public by creating a safe, community-friendly atmosphere; to provide and preserve the highest quality services.	<ul style="list-style-type: none"> * Ensure projects are completed in a timely manner with the least disruption to our citizens * Maintain the City's current infrastructure and enhance as needed * Provide a safe environment for our citizens through public safety
<i>Communications</i> - To educate our citizens and keep them informed on City programs and to keep an open dialogue with management, staff and the community on a regular basis.	<ul style="list-style-type: none"> * Provide public educational events for our citizens * Continuous updates to the City's website * Implement an ESS (Employee Self Service) Portal for all employees
<i>Economic Development</i> - To ensure continued sustainability of the community by attracting new businesses and encouraging existing businesses to improve and upgrade. Promote livable/walk-able communities.	<ul style="list-style-type: none"> * The Monroe Downtown Development Authority and volunteer Main Street committees continue their efforts to promote the downtown district and attract tourism to the City. The Main Street Program sponsors multiple programs and successful events throughout the year. * The City will closely monitor growth areas for economic development activity and create the appropriate utility infrastructure plans to position the City for maximum commercial and retail development. * Mitigate slum and blight through code enforcement, which has an economic development impact.
<i>Fiscal Responsibility</i> - To make reasonable financial decisions which have the best interest of the City and the community.	<ul style="list-style-type: none"> * Maintain high levels of accounting and reporting standards to be in compliance with local, state and federal laws. * Continue to achieve GFOA awards for Certificate of Achievement for Excellence in Financial Reporting, Distinguished Budget Presentation Award and Award for Outstanding Achievement in Popular Annual Financial Reporting.
<i>Public Infrastructure</i> - To protect, preserve and improve the City's public infrastructure; to plan for future development and prevent system aging by applying proper maintenance techniques.	<ul style="list-style-type: none"> * Continue rehabilitation of sewer and water lines throughout the City with the recently awarded Community Development Block Grant (CDBG) from the Department of Community Affairs (DCA). * Continue rehabilitation on the wastewater treatment plant in lieu of a total plant redesign. * Start a sewer expansion project along the Hwy 138 corridor. * Start remodeling of the newly purchased Police Department and Municipal Court building.
<i>Quality of Life</i> – To provide a well maintained, pleasing atmosphere for all city facilities as well as downtown.	<ul style="list-style-type: none"> * Continue to enhance the appearance on the main city corridors along with city parks and downtown.
<i>Transportation</i> - To provide and maintain quality streets; to properly maintain traffic signs and signals; to provide for the alternative transportation needs of all segments of the community.	<ul style="list-style-type: none"> * Continue the street light conversion project to LED for substantial cost savings and citizen safety. • Continue sidewalk projects throughout the City; Spring Street and North Broad Street. * Continue the partnership with Georgia Department of Transportation (GDOT) and Walton County on a much-needed downtown connector project for a commercial truck route around the historic downtown. * Continue street paving with annual LMIG funds.

General Information

The City of Monroe, Georgia, the county seat of Walton County, was incorporated on November 30, 1821. The city is proud of our nickname, "City of Governors", because of the seven Georgia governors the city has produced. Monroe was named after the fifth U.S. President, James Monroe.



The restored Walton County courthouse is the center of Monroe's Historic District. Also located in this district are the Davis Edwards House and the McDaniel-Tichenor House, home to former Georgia Governor Henry D. McDaniel. Both are listed on the National Registry.

Monroe is the largest city in Walton County, with a population of 13,858 per the 2016 census. Walton County is nestled in the Alcovy River basin between the urban sprawl of Atlanta and classic Athens. Monroe offers the best of both those worlds. Our rich history draws visitors to Monroe; our small town atmosphere, engaging cultural life, and high tech capabilities entice them to stay. Monroe's colorful history is typified by antebellum homes, a historic downtown and venerable government buildings. Monroe's future is exemplified by inter-mingling these historic areas with planned residential growth and high-tech industries.

For years, many visitors have portrayed our city as the perfect place for visiting historic sites, shopping, dining and strolling along the tree-lined streets of a beautiful downtown. Our convenient location makes visiting Downtown Monroe a great day trip or relaxing weekend destination.

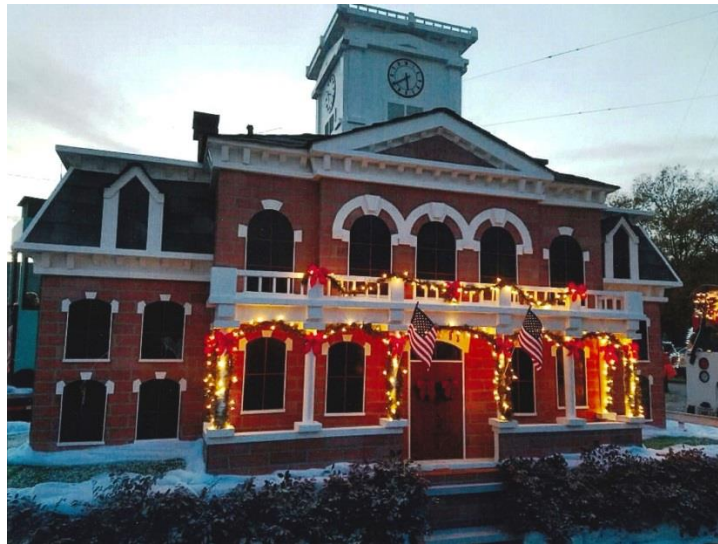
The City of Monroe offers many events and activities throughout the year, including festivals, a farmer's market, concerts and parades. We have a widely divergent range of cultural and recreational activities. The City provides an Art Guild, Music Guild, and the Monroe-Walton County Uncle Remus Regional Library. Monroe's airport hosts the only sky-dive club east of Atlanta and an award winning squadron of the Civil Air Patrol. We welcome you to come see our Museum & Visitor's Center, shop in what is known as the antique capital of Georgia



*Designed by TownMapsUSA.com

or enjoy hiking trails, parks and other recreational areas around Monroe.

Also attracting both individual and corporate customers is the Monroe Utilities Department. This community-owned, full-service utility company provides Monroe and Walton County residents a wide range of services including; water, electricity, gas, sewer, cable TV, high-speed internet, and voice over internet phone service. Additionally, the Monroe Utilities Department provides a citywide broadband fiber optic system typically found only in larger metropolitan areas.



Annual Events

Chocolate Walk	February
Car Show	March
Farm to Table Dinner	April
Alive After 5	April – October
Food Truck Fridays	April, July & October
Farmers Market	May – October
Movies at the Mill	July
July 4 Celebration	July
First Friday Concerts	May, June, August & September
Fall Fest	October
Paws in the Park	October
Light up the Night	November
Candlelight Shopping	November & December
Christmas Parade	December

Budget Adoption

The City of Monroe's budget process complies with state law and local ordinance. The budget is adopted by resolution, a public hearing is advertised and held and the final budget is advertised.

The budget development is led by the City Administrator who according to local ordinance shall prepare and submit the annual operating budget and capital budget to the Mayor and Council. The following process represents many months and hours of work involving a wide range of individuals in order to complete the final budget document:

- The Finance Department distributes spreadsheets showing budget to actual figures to all departments of the City. Staff begins the budget process by reviewing the current year and preparing a preliminary department budget using budget constraints put forth by the administration.
- The Finance Director along with the City Administrator prepares revenue budget estimates. In addition to preparing the revenue budget, customer fees are also analyzed.
- The City Administrator reviews each department's proposed budget, making any needed adjustments.
- Prior to January 1, the City Administrator submits to the Mayor and City Council a proposed operating budget for the fiscal year commencing on January 1. The operating budget includes proposed expenditures and the means for financing them. Council meets to discuss the proposed budget and makes adjustments as needed.
- The City Council holds a public hearing on the budget, giving notice thereof at least ten days in advance by publication in the local newspaper.
- The budget shall be revised and adopted or amended by the City Council at a subsequent regular meeting in the year to which it applies and within forty-five days following January 1. (Meaning a budget must be adopted within 45 days after the new year begins)

- The adopted budget may be revised during the year only by formal action of the City Council in a regular meeting and no increase shall be made without provision also being made for financing same, for anything above the legal level of budgetary control, which is the department level. However, transfers within a department may be made within any fund.

Budget Amendments

The City of Monroe's budget is a dynamic rather than a static plan, which requires adjustments and formal budget amendments as circumstances change. Georgia law regulates how a budget may be amended. There are two types of amendments: budget transfers and appropriation changes.

The Finance Director and City Administrator are permitted to transfer appropriations within a department upon the request of a Department Head. These transfers do not change the total for a department. Transfers between departments and budget amendments require approval of the Mayor and City Council.

The appropriation resolution includes all the City's General Fund and Enterprise funds and the other Governmental funds listed in the table of contents. The City's fiscal year begins on January 1 and ends on December 31.

Budget Calendar

August	<ul style="list-style-type: none"> * Finance Director creates Operating & CIP (Capital) Budget spreadsheets for Department Heads
September	<ul style="list-style-type: none"> * Operating & CIP Budget requests are due to the Finance Director from Department Heads
October	<ul style="list-style-type: none"> * The Finance Director reviews and compiles budget requests * City Administrator, Finance Director and Department Heads review budget requests and adjust where needed * Develop preliminary O&M and CIP Budget books
November	<ul style="list-style-type: none"> * Present preliminary O&M and CIP Budget to Council and Mayor * Review Council and Mayor input and update Budgets as needed
December	<ul style="list-style-type: none"> * Public hearing on 2020 Budget * Adoption of 2020 Budget

Budget Resolution

A RESOLUTION ADOPTING THE 2020 BUDGET FOR THE CITY OF MONROE, GEORGIA; APPROPRIATING AMOUNTS AS SHOWN IN EACH BUDGET AS EXPENDITURES; ADOPTING THE REVENUE PROJECTIONS; AND PROHIBITING EXPENDITURES TO EXCEED APPROPRIATIONS.

BE IT RESOLVED by the Mayor and City Council of the City of Monroe, Georgia as follows:

WHEREAS, for the purpose of financing the conduct of affairs of the **City of Monroe** during the fiscal year beginning January 1, 2020 and ending December 31, 2020, the Budget of the City's Revenues and Expenditures for such period, as prepared and submitted to the **City Council** by the City Administrator; and so approved by the **Mayor and City Council**.

WHEREAS, the amounts listed are the appropriations so authorized by the **Mayor and City Council** and are approved for the amounts and purpose indicated.

WHEREAS, any pay classification or job description changes contained and funded herein the budget are approved for the amounts and purposes indicated.

WHEREAS, any organizational chart changes or descriptions contained herein the budget are approved as indicated.

WHEREAS, the rates listed are so authorized by the **Mayor and City Council** and are approved for the amounts and purpose indicated.

WHEREAS, a budget amendment is considered any action of the **Mayor and City Council** to purchase items not included in original budgeted figures.

BE IT FURTHER RESOLVED that the expenditures shall not exceed the appropriations authorized by this budget and that the expenditures for the fiscal year shall not exceed funding available.

ADOPTED by the **Mayor and City Council** of the **City of Monroe** this 10th day of December 2019.

John Howard, Mayor
City of Monroe

Attest:

Debbie Kirk, City Clerk

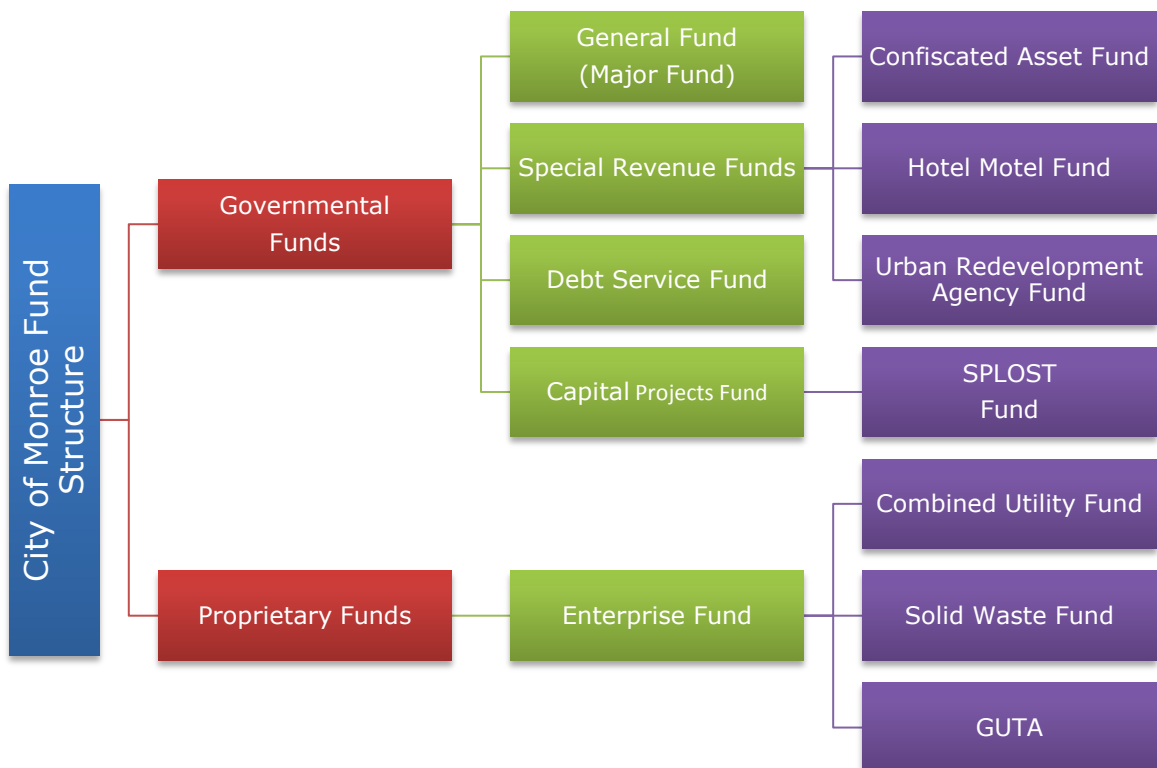
Fund Structure and Basis of Budgeting

The City's financial reporting system is organized on a fund basis consisting of two major types – governmental and proprietary. Each fund is a separate accounting entity with a self-balancing set of accounts. This is in accordance with Generally Accepted Accounting Principles (GAAP). The basis of accounting used for reporting is in accordance with GAAP. The basis for each of the funds is not necessarily the same as the basis used in preparing the budget.

The City of Monroe uses the modified accrual basis for budgeting. However, the actual amounts for the governmental funds are shown on the modified accrual basis and the enterprise funds are full accrual basis with the exception that the depreciation expense is not budgeted, repayments on debts are budgeted as expenses and capital assets are budgeted as expenses in enterprise funds.

Budgets are prepared for each fund except the capital projects fund which adopts project-length budgets and is controlled at the project level with the exception of the SPLOST capital project budget which is included in this document.

The following is a discussion and illustration of the City's fund structure:



Fund Descriptions

The **General Fund** is the principal fund of the City. It supports services associated with the majority of basic governmental activities. The General Fund is used to account for all financial resources, unless they are required to be accounted for within another fund.

Special Revenue Funds are funds used to account for the proceeds of specific revenue resources that are legally restricted. These funds include: Confiscated Assets and Hotel Motel Tax Fund.

Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital projects and are budgeted on a project-length basis. We have included the City's Special Local Option Sales Tax Fund (SPLOST) in this budget document.

Debt Service Funds are used to account for the accumulation of resources for and payment of the City's long-term debt principal and interest.

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private businesses. These funds include the Combined Utilities Fund and the Solid Waste Fund.

The Combined Utility Fund is the largest proprietary fund accounting for the operations of the Electric, Telecommunications, Water, Sewer and Gas systems of the City as well as GUTA which provides training for city employees as well as other outside organizations. The Solid Waste Fund accounts for all solid waste operations of the City.

USE OF FUNDS BY DEPARTMENTS

Department	General Fund (Major)	Confiscated Assets	Hotel Motel Fund	Debt Service Fund	Capital Projects Fund	SPLOST Fund	Combined Utility Fund	Solid Waste Fund
General Government	✓		✓	✓	✓	✓	✓	
Finance	✓				✓	✓	✓	
Protective Service	✓				✓	✓	✓	
Fire	✓				✓	✓	✓	
Public Works	✓				✓	✓	✓	✓
Police	✓	✓			✓	✓	✓	
Buildings and Grounds	✓				✓	✓	✓	
Electric and Telecommunications						✓	✓	
Water, Sewer and Gas						✓	✓	

CITYWIDE SUMMARIES

Citywide Operating Budget Summary

Revenues, Expenditures and Other Sources & Use Summary

REVENUE	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
CHARGES FOR SERVICES	42,524,108	42,528,342	45,405,647	44,427,304	47,325,462	2,898,158
CONTRIBUTIONS AND DONATIONS	81,601	107,416	157,988	43,000	43,000	0
FINES AND FORFEITURES	321,644	294,986	371,036	440,000	515,000	75,000
FUND BALANCE	0	0	0	545,000	757,905	212,905
INTERGOVERNMENTAL	368,990	517,113	3,492,660	2,696,032	2,304,481	(391,551)
INVESTMENT INCOME	175,849	1,168,599	2,296,296	200,000	352,200	152,200
LICENSES AND PERMITS	249,148	165,740	217,648	270,090	342,650	72,560
MISCELLANEOUS	212,389	296,297	309,019	256,808	223,808	(33,000)
OTHER FINANCING SOURCES	5,474,600	3,258,625	4,654,026	3,586,129	2,826,752	(759,377)
TAXES	7,839,101	8,203,389	7,189,628	6,991,689	7,684,050	692,361
PROCEEDS OF GEN FIXED ASSETS	0	32,366	925	0	0	0
PROCEEDS OF GEN LONG TERM	0	245,900	322,523	0	0	0
TOTAL REVENUE	57,247,430	56,818,773	64,417,395	59,456,052	62,375,308	2,919,256

EXPENDITURES BY FUND	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
COMBINED UTILITIES FUND	33,477,335	34,108,687	38,052,883	39,868,122	41,612,339	1,744,217
CONFISCATED ASSETS FUND	60,089	34,120	23,642	40,000	40,000	0
DOWNTOWN DEV FUND	0	318,286	1,500	0	0	0
GENERAL FUND	9,753,148	12,330,653	12,110,628	11,807,632	12,668,341	860,709
GO BOND DEBT SVC FUND	3,354,150	842,725	862,140	881,888	0	(881,888)
HOTEL MOTEL TAX FUND	47,679	45,711	42,896	43,000	43,000	0
SOLID WASTE FUND	4,088,437	4,350,396	4,557,685	4,808,584	5,351,523	542,938
SPLOST 2013 FUND	1,195,248	926,199	5,139,715	545,000	759,105	214,105
SPLOST 2019 FUND	0	0	0	1,461,827	1,901,000	439,173
TOTAL EXPENDITURES	51,976,086	52,956,777	60,791,089	59,456,053	62,375,308	2,919,255

EXCESS/(DEFICIENCY) OF REVENUE & OTHER SOURCES OVER EXPENDITURES	5,271,344	3,861,996	3,626,306	(1)	0	1
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CITYWIDE 2020 OPERATING BUDGET SUMMARY

ALL FUNDS

ESTIMATED FUND BALANCE/FUND EQUITY -
BEGINNING OF YEAR

76,492,078 23,265 98,173 2,743,569 4,634 1,826,935 2,574,519 0 83,763,288

REVENUE	COMBINED UTILITIES FUND	CONFISCATED ASSETS FUND	DOWNTOWN DEV FUND	GENERAL FUND	HOTEL MOTEL TAX FUND	SOLID WASTE FUND	SPLOST 2013 FUND	SPLOST 2019 FUND	TOTAL REVENUE
CHARGES FOR SERVICES	41,262,339			711,600		5,351,523			47,325,462
CONTRIBUTIONS AND DONATIONS	0			43,000					43,000
FINES AND FORFEITURES		40,000		475,000					515,000
FUND BALANCE							757,905		757,905
INTERGOVERNMENTAL	0		0	404,481			0	1,900,000	2,304,481
INVESTMENT INCOME	350,000		0	0			1,200	1,000	352,200
LICENSES AND PERMITS				342,650					342,650
MISCELLANEOUS	0		0	223,808					223,808
OTHER FINANCING SOURCES	0			2,826,752		0			2,826,752
TAXES				7,641,050	43,000		0		7,684,050
PROCEEDS OF GEN FIXED ASSETS				0					0
PROCEEDS OF GEN LONG TERM				0					0
TOTAL REVENUE	41,612,339	40,000	0	12,668,341	43,000	5,351,523	759,105	1,901,000	62,375,308
% OF BUDGET	66.7%	0.1%	0.0%	20.3%	0.1%	8.6%	1.2%	3.0%	

EXPENDITURES	COMBINED UTILITIES FUND	CONFISCATED ASSETS FUND	DOWNTOWN DEV FUND	GENERAL FUND	HOTEL MOTEL TAX FUND	SOLID WASTE FUND	SPLOST 2013 FUND	SPLOST 2019 FUND	TOTAL EXPENDITURES
CAPITAL OUTLAYS - INFRASTRUCTURE							0		0
CAPITAL OUTLAYS - MACHINERY &	0	0		218,889		0	350,000	63,000	631,889
CAPITAL OUTLAYS - PROPERTY	0	0		10,000		0	342,845	1,065,655	1,418,500
DEBT SERVICE	1,901,891			463,171		0	66,260		2,431,322
DEPRECIATION AND AMORTIZATION	31,122			0		0			31,122
INFRASTRUCTURE - AIRPORT								500,000	500,000
OTHER COSTS	325,000		0	195,500	43,000				563,500
OTHER FINANCING USES	6,311,601			92,000	0	600,668	0		7,004,268
PERSONAL SERVICES AND EMPLOYE	8,638,759			8,764,081		1,503,882			18,906,723
PURCHASED/CONTRACTED SERVICE	3,532,853	11,500		1,601,270	0	2,806,129	0	45,000	7,996,752
SUPPLIES	20,871,113	28,500		1,323,430	0	440,844	0	227,345	22,891,232
TOTAL EXPENDITURES	41,612,339	40,000	0	12,668,341	43,000	5,351,523	759,105	1,901,000	62,375,308

EXCESS/(DEFICIENCY) OF REVENUE &
OTHER SOURCES OVER EXPENDITURES

0 0 0 0 0 0 0 0 0

ESTIMATED FUND BALANCE/FUND EQUITY -
END OF YEAR

76,492,078 23,265 98,173 2,743,569 4,634 1,826,935 2,574,519 0 83,763,288

CITYWIDE OPERATING BUDGET REVENUE COMPARISON

	2020 PROPOSED		2020 vs 2019	
	2019 BUDGET	BUDGET	BUDGET	% CHANGE
COMBINED UTILITIES FUND	39,868,121	41,612,339	1,744,218	4.4%
CONFISCATED ASSETS FUND	40,000	40,000	0	0.0%
DOWNTOWN DEV FUND	0	0	0	0.0%
GENERAL FUND	11,807,632	12,668,341	860,709	7.3%
GO BOND DEBT SVC FUND	881,888	0	(881,888)	-100.0%
HOTEL MOTEL TAX FUND	43,000	43,000	0	0.0%
SOLID WASTE FUND	4,808,584	5,351,523	542,939	11.3%
SPLOST 2013 FUND	545,000	759,105	214,105	39.3%
SPLOST 2007 FUND	0	0	0	0.0%
SPLOST 2019 FUND	1,461,827	1,901,000	439,173	30.0%
URA - URBAN REDEVELOPMENT AGENCY	0	0	0	0.0%
SHOP WITH A HERO	0	0	0	0.0%
Grand Total	59,456,052	62,375,308	2,919,256	4.9%

EXPENSE COMPARISON

	2020 PROPOSED		2020 vs 2019	
	2019 BUDGET	BUDGET	BUDGET	% CHANGE
COMBINED UTILITIES FUND	39,868,122	41,612,339	1,744,217	4.4%
CONFISCATED ASSETS FUND	40,000	40,000	0	0.0%
DOWNTOWN DEV FUND	0	0	0	0.0%
GENERAL FUND	11,807,632	12,668,341	860,709	7.3%
GO BOND DEBT SVC FUND	881,888	0	(881,888)	-100.0%
HOTEL MOTEL TAX FUND	43,000	43,000	0	0.0%
SOLID WASTE FUND	4,808,584	5,351,523	542,938	11.3%
SPLOST 2013 FUND	545,000	759,105	214,105	39.3%
SPLOST 2007 FUND	0	0	0	0.0%
SPLOST 2019 FUND	1,461,827	1,901,000	439,173	30.0%
URA - URBAN REDEVELOPMENT AGENCY	0	0	0	0.0%
SHOP WITH A HERO	0	0	0	0.0%
Grand Total	59,456,053	62,375,308	2,919,255	4.9%

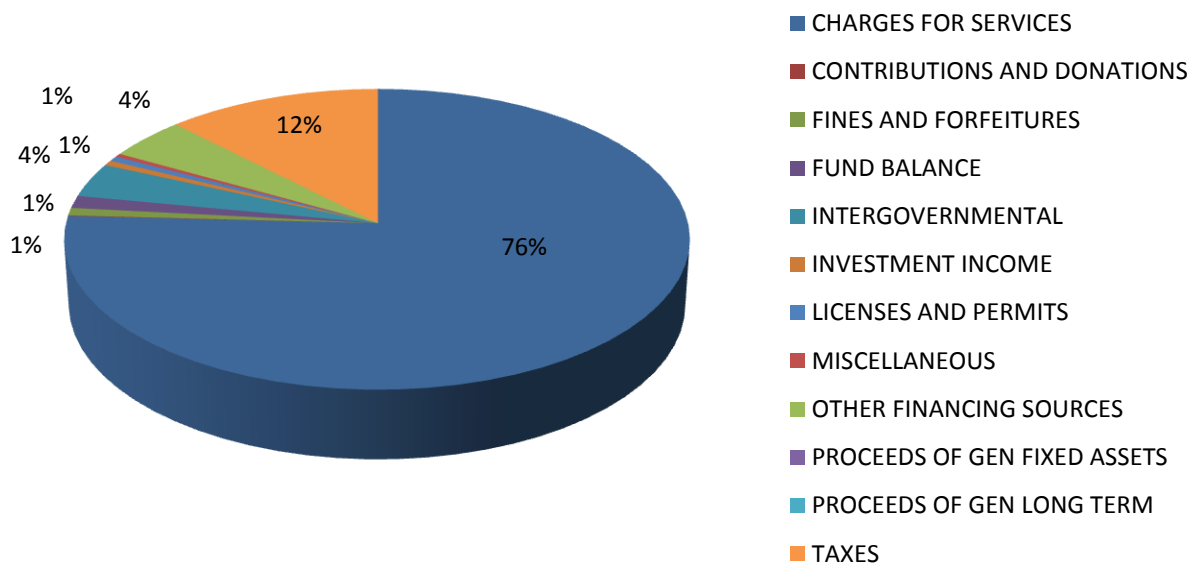
Full Time Citywide Positions by Fund

	2016 FTEs	2017 FTEs	2018 FTEs	2019 FTEs	2020 FTEs
General Fund	101	101	107	112	117
Building & Grounds	3	3	1	3	3
Econ Dev/Main Street	1	1	1	1	1
Finance Financial Administration	3	3	3	3	3
Finance General Administration	2	2	2	1.5	1.5
Fire Operations	22	22	28	29	29
Fire Prevention / CRR	1	1	1	1	1
General Government Executive	1	1	1	0.5	0.5
Highways & Streets	17	17	17	17	17
Municipal Court			1	1	1
Police	44	44	44	47	52
Planning & Development	7	7	8	8	8
Solid Waste Fund	22	22	21	22	23
Administration	3	3	3	3	3
Solid Waste Collection	12	12	12	12	13
Solid Waste Disposal	2	2	2	2	2
Yard Trimmings	4	4	3	4	4
Recycables Collection	1	1	1	1	1
Utility Fund	91	95	103	112	118
Building & Grounds	1	1	1	1	1
GUTA	2	2	2	2	2
Utility-Admin ETC	1	2	2	2	2
Utility-Admin WSG	1	2	2	2	2
Utility-CATV	5	5	6	6	6
Utility-Customer Service	18	18	19	19	20
Utility-Electric	14	14	14	14	14
Utility-Finance	4	4	6	6	7
Utility-Natural Gas	7	7	7	8	10
Utility-Sewage Collection	6	6	6	7	8
Utility-Sewage Treatment Plant	7	7	7	6	6
Utility-Stormwater	3	3	4	6	6
Utility-Telecom & Internet	3	3	2	4	4
Utility-Utility Billing	4	4	4	4	4
Utility-Water Distribution System	7	9	9	9	9
Utility-Water Treatment Plant	4	4	6	8	9
Utility-Central Services	4	4	6	8	8
Grand Total	214	218	231	246	258

Revenue Analysis

The City of Monroe's revenue consists of eight general types of categories common to all fund of Monroe's government. These categories are Charges for Services, Contributions and Donations, Fines and Forfeitures, Intergovernmental, Licenses and Permits, Miscellaneous, Other Financing Sources and Taxes. The City uses trend analysis to project revenues. Changes in the local economy and state mandates are taken into consideration when using this forecasting method. Below are the primary sources of revenue for the City.

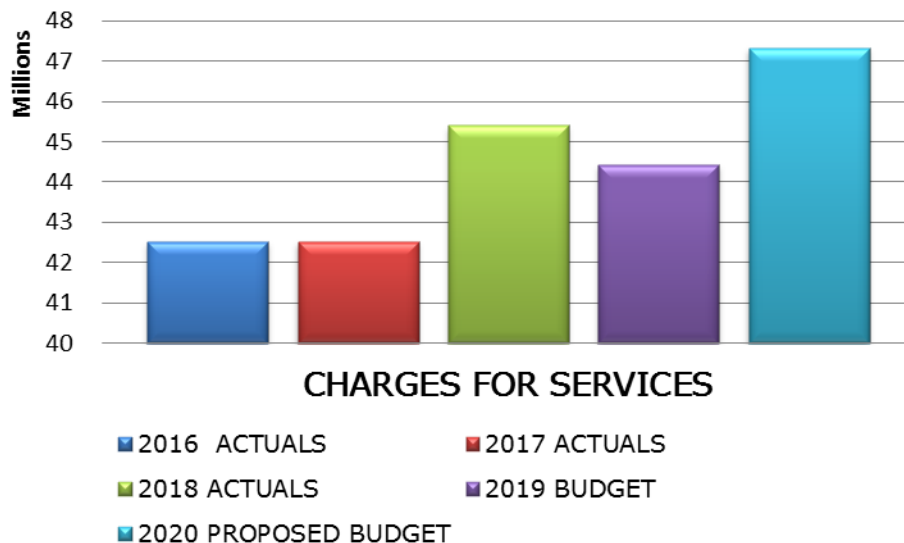
2020 CITYWIDE REVENUES



Charges for Services

This revenue category includes any fee or other billings from services such as solid waste, electric, cable, internet, water, sewer, gas and GUTA.

The Combined Utilities revenue budget increased by \$1,744,218 above last year's budget. Projections for FY2020 are calculated using a conservative approach. We estimate sale of natural gas and electric to increase slightly due to growth and *no rate increase is being considered in the Utility department*. These revenue sources remain fairly stable barring any extreme weather conditions as we seen in early 2014. The rate structure for water and sewer was reconfigured in 2014 and we expect to see some increased expenditures due to our ongoing sewer & water rehab project. We continue to see growth in residential and commercial fiber internet, as well as residential water, seer & natural gas. Employee contributions for health insurance are expected to remain stable as well as funding for pension.

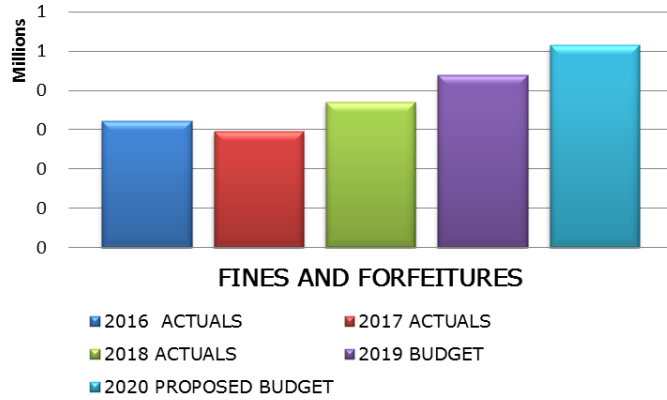


2020 CITYWIDE CHARGES FOR SERVICES

	2019 BUDGET	2020		% CHANGE
		PROPOSED BUDGET	2020 vs 2019 BUDGET	
BAD CHECK FEES	0	0	0	0.0%
CEMETARY LOT SALES	10,000	10,000	0	0.0%
CODE DEPT OTHER INCOME	500	500	0	0.0%
ELECTRIC METERED SALES	18,100,000	19,000,000	900,000	5.0%
ELECTRIC MISC REVENUES	50,000	50,000	0	0.0%
ELECTRIC OPERATING REVENUES	450,000	475,000	25,000	5.6%
EMPLOYEE SELF INS FEES (HEALTH IN	650,000	660,000	10,000	1.5%
EVENT FEES	20,000	20,000	0	0.0%
FIBER REVENUES	475,000	530,000	55,000	11.6%
FIRE DEPARTMENT OTHER INCOME	0	0	0	0.0%
GAS METERED SALES	3,511,433	3,563,289	51,856	1.5%
GAS MISC REVENUES	1,000	1,000	0	0.0%
GAS TAP FEES	18,750	50,000	31,250	166.7%
GUTA	80,000	130,000	50,000	62.5%
INTERNET/DATA REVENUES	1,900,000	2,300,000	400,000	21.1%
MEAG REBATE	400,000	200,000	(200,000)	-50.0%
MGAG REBATE	97,957	111,840	13,883	14.2%
OTHER FEES	100	100	0	0.0%
POLICE DEPARTMENT OTHER FEES	0	0	0	0.0%
POLICE DEPARTMENT OTHER INCOM	20,000	20,000	0	0.0%
SALE OF RECYCLED MATERIALS	32,000	32,000	0	0.0%
SANITATION FEES	1,960,000	2,101,000	141,000	7.2%
SEWAGE OTHER OPER REVENUES	30,000	40,000	10,000	33.3%
SEWAGE TREATMENT REVENUES	3,900,000	4,000,000	100,000	2.6%
SEWERAGE TAP FEES	137,500	800,000	662,500	481.8%
TELEPHONE REVENUES	350,000	340,000	(10,000)	-2.9%
TRANSFER STATION FEES	2,816,584	3,219,523	402,939	14.3%
UTIL GENERAL CUST ACCOUNT FEES	650,000	775,000	125,000	19.2%
WATER METERED SALES	4,800,000	5,100,000	300,000	6.3%
WATER MISC REVENUES	63,480	60,210	(3,270)	-5.2%
WATER OPERATING REVENUES	16,000	16,000	0	0.0%
WATER TAP FEES	150,000	380,000	230,000	153.3%
SEWAGE MISC REVENUES	0	0	0	0.0%
CATV REVENUES	3,600,000	3,200,000	(400,000)	-11.1%
CATV OPERATING REVENUES	22,000	20,000	(2,000)	-9.1%
CATV MISC REVENUES	115,000	120,000	5,000	4.3%
Grand Total	44,427,304	47,325,462	2,898,158	6.5%

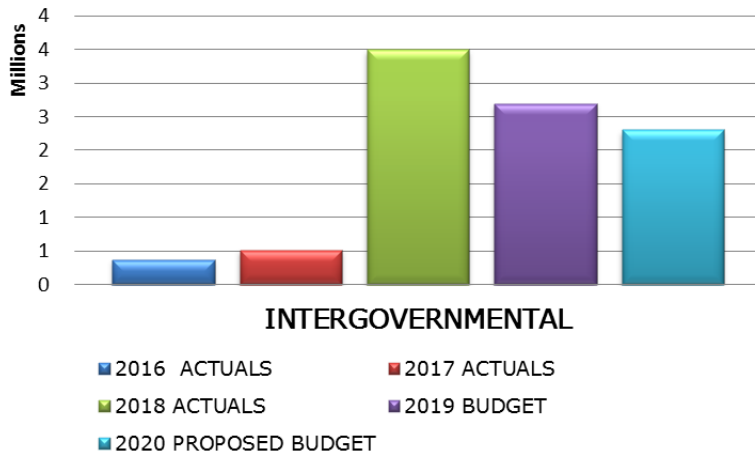
Fines and Forfeitures

Municipal court traffic fines and citations make up the majority of this revenue source. We have experienced an increase in the number of violators being sentenced to jail and/or community service, which has impacted revenue. Fines and Forfeitures are expected to slightly increase for 2020.



Intergovernmental

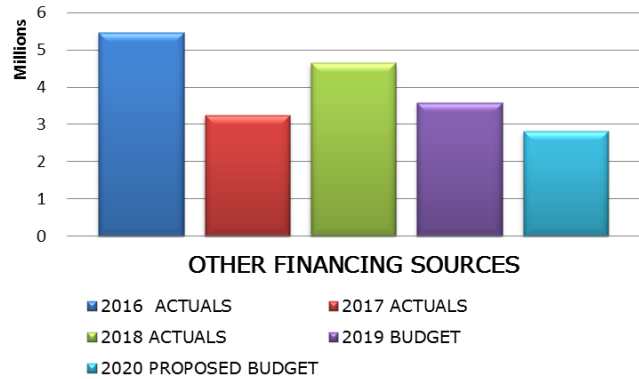
Receipts from local, state and federal governments are included in this category. They include grants, school resource officer and housing authority supplements, payment in lieu of taxes from the local housing authority and 1% Special Local Option Sales Tax (SPLOST). The previous SPLOST collections ended in 2018, as approved projects continue to be completed. A new SPLOST was approved in 2019 and will start to receive revenues in late 2019 & into 2020. Main revenues comprise of \$1,900,000 in SPLOST, \$100,000 Federal SAFER Grant and \$174,881 for the LMIG project. Any variances in revenue will be directly tied to the economy.



Other Financing Sources

The majority of revenues from this category come from inter-fund transfers. The City Charter requires, in lieu of taxes, the transfer of a minimum of 5% of the gross revenue from the receipts of the utilities to the general fund. This amount is one

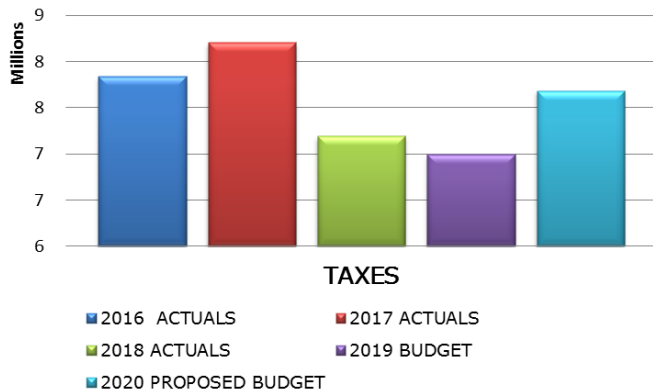
of the general fund’s largest revenue sources. The budgeted amount for this transfer is directly tied to the Combined Utilities Fund revenue & the Solid Waste Fund revenue. The total amount estimated to be transferred to the General Fund for FY2020 is \$2,826,752; of which \$2,493,661 is from the Utilities Fund and \$333,091 is from the Solid Waste Fund.



Taxes

This category includes collections for Real and Personal Property Taxes, 1% Local Option Sales Tax (LOST), Franchise, Insurance Premium, Alcoholic Beverage and Hotel/Motel Tax.

The City’s total millage rate for FY2019 is 7.802 mills. This is a 9.15% increase over the rollback rate. Debt service millage is 1.981, leaving 5.821 for the City’s operating millage. Sales Tax, Franchise Tax and other miscellaneous taxes are expected to slightly increase next year.

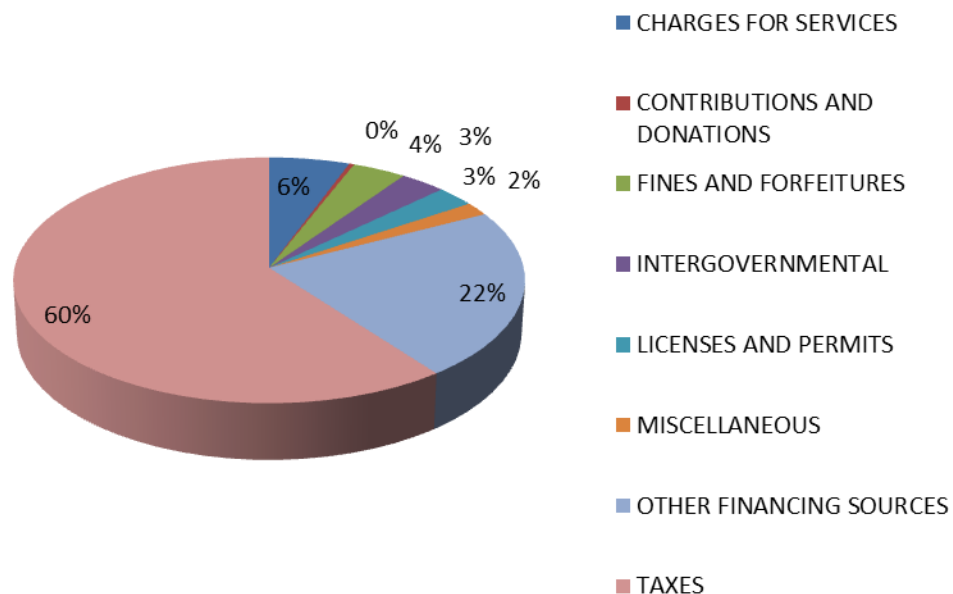


Revenue Summary

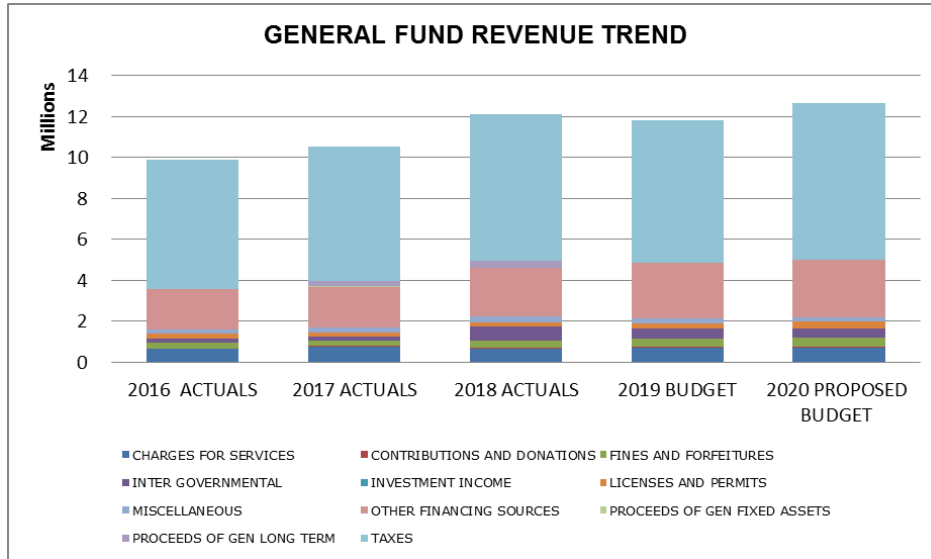
General Fund

The chart below shows sources of revenue along with the percent each generates of the total of revenue for the General Fund. Total budgeted revenue for FY2020 is \$12,668,341. The General Fund revenue budget for FY20 is increasing 7.3% from last year's adopted budget.

2020 General Fund Revenue

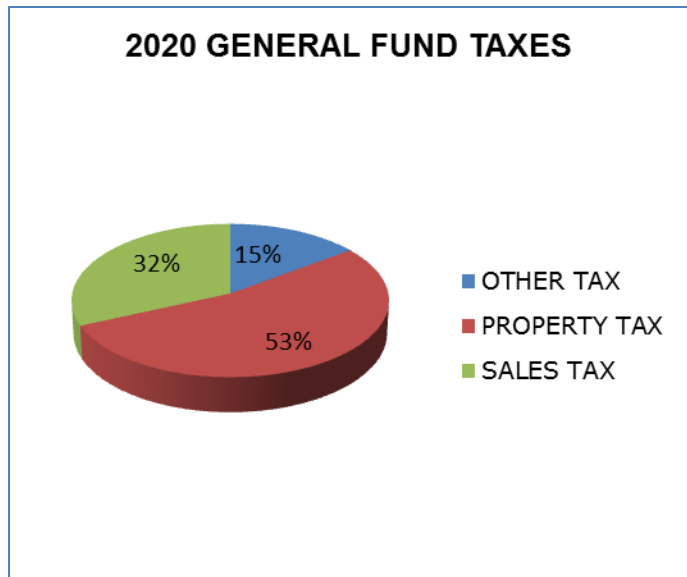


The next chart shows the trend in revenue categories in the General Fund. The trends show a slight increase in License & Permits, Other Financing Sources and Taxes. Those increases are explained in detail in another section.



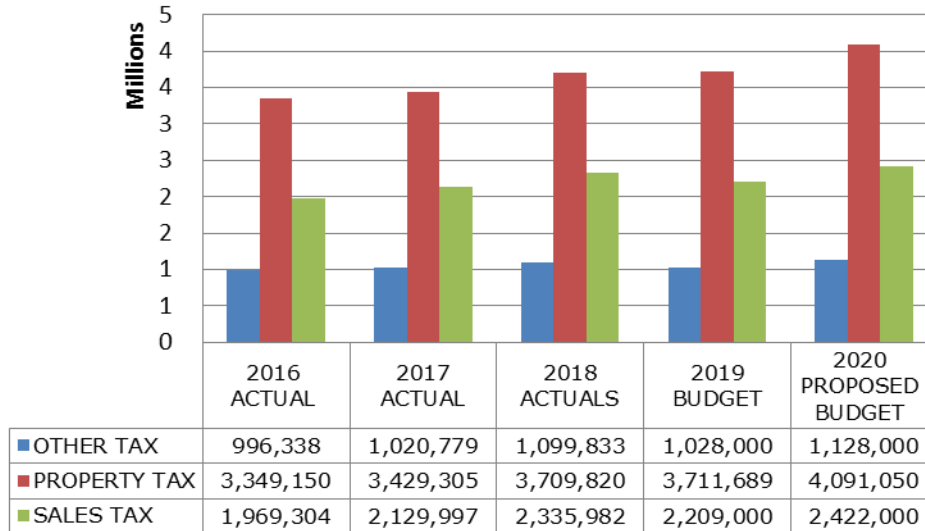
Taxes

This category of revenue is made up of Property, Alcoholic Beverage, Occupation, Financial Institution, Franchise and Local Option Sales Tax (LOST). The General Fund is projected to receive almost 60% of its total revenue from taxes in 2020. Almost half of the total tax collected is Property Tax making it the General Fund’s largest revenue source followed by Other Tax, the majority of this being Insurance Premium, Alcoholic Beverages and TAVT taxes.



This chart shows the trend in Property Tax and Sales and Use Tax with 3 years of actual collections and 2 years of budget.

GENERAL FUND TAX REVENUE TRENDS



Licenses and Permits. Revenues in this category include Alcoholic Beverage Permits, Building Permits, Insurance License and Regulatory Fees. The 2020 budget increases 26.9% from 2019. This increase is due to a restructure of alcoholic beverage permit fees in 2018 as well as growth within the City with building permits.

Intergovernmental. These revenues are received from other governments such as Walton County Board of Education for School Resource Officer reimbursements and the Housing Authority for payments in lieu of tax. Projected revenue for FY2020 decreased by 16.5% due to 2020 being the last year of the Federal SAFER Grant funding, which will be a reduced amount compared to prior year.

Charges for Services. This line item in the 2020 budget remains about the same as 2019. There is a slight increase of \$11,000 for 2020.

Fines and Forfeitures. These revenues are generated from Municipal Court Fines for violations of city ordinances. The 2020 budget is slightly increased by \$75,000 from 2019.

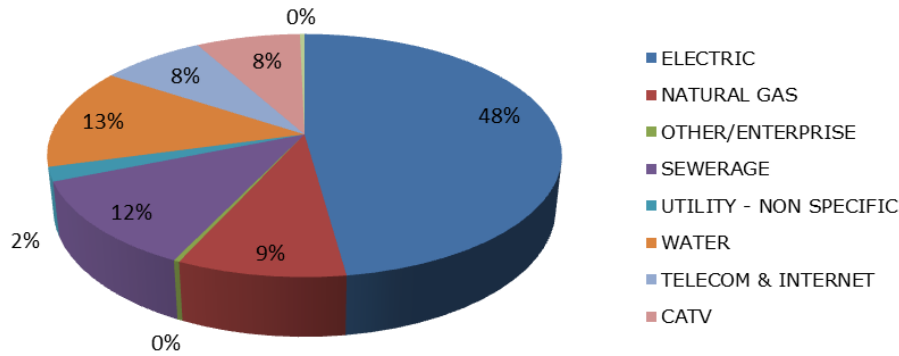
Miscellaneous. These revenues are generated from rentals of city owned facilities and various other fees. The 2020 budget has a 12.9% decrease from 2019 due to Airport hanger & fuel fees.

Other Financing Sources. These revenues are transfers to the General Fund from other funds which include transfers of franchise fees from the City's enterprise funds. An increase of 4.5% is budgeted over 2019 due to a projected increase in Utility transfers in. The Solid Waste fund is budgeted to transfer 6%, while the Utilities fund is budgeted to transfer 6.5% to the General Fund. Mid-year, we will do an analysis and if we need to reduce the transfers down to the required minimum 5% we will do so at that time.

Combined Utilities Fund

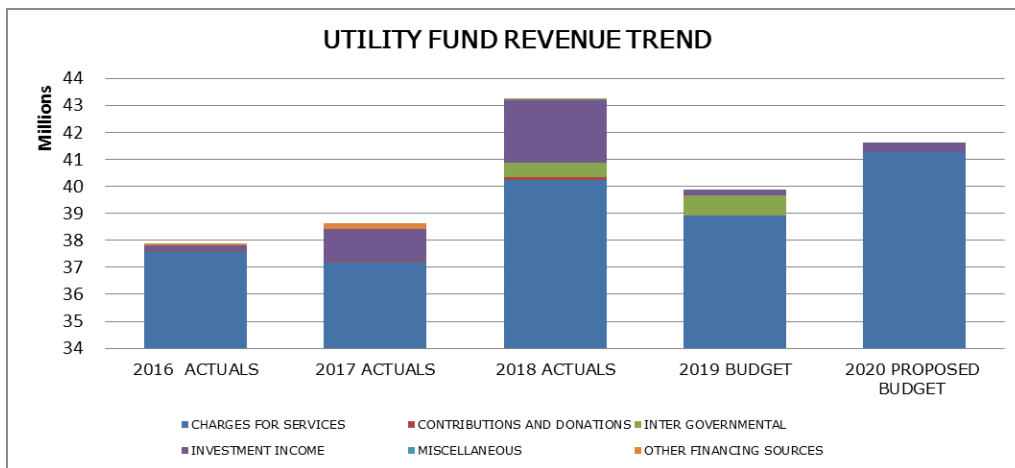
The operation of utilities produces the largest category of revenue, Charges for Services.

2020 UTILITY REVENUE BY DIVISION



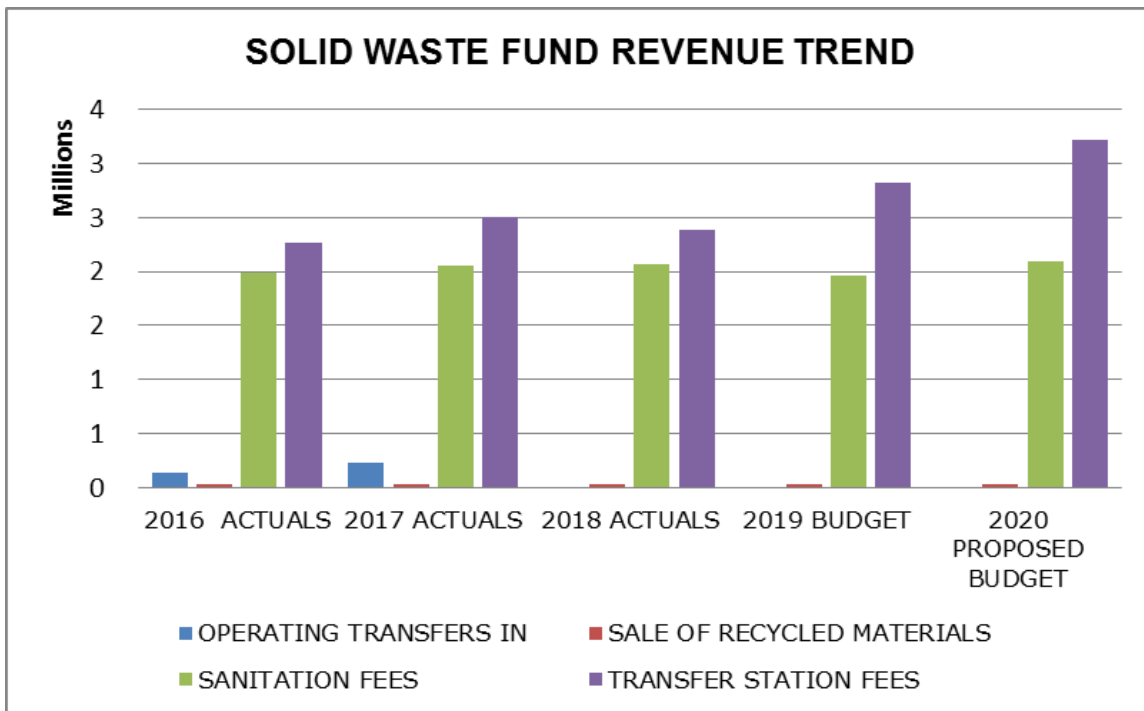
The chart above shows the breakdown by utility division along with the percent each generates of the total of revenue for the Combined Utilities Fund. Total budgeted revenue for FY2020 is \$41,612,339, an increase of 4.4% from last year’s adopted budget. Utility revenue is partially influenced by fluctuations in weather conditions. When we experience mild or severe seasons, rainy or drought conditions, Monroe’s largest enterprise fund’s revenue will increase or decrease accordingly. As the City pays more for the cost of electricity and gas the cost to our customers is also increased. This also accounts for some of the fluctuation in revenue. This chart shows the trend in revenue by division in the Combined Utilities Fund.

UTILITY FUND REVENUE TREND



Solid Waste Fund

Solid Waste funds are derived from charges for services for trash pickup for residential and commercial customers, transfer station revenue and recycling are accounted for in the Solid Waste Enterprise Fund. Sanitation fees from trash pickup will increase in 2020 by the normal 3% in order to keep up with the increase in hauling costs from the transfer station based on the current landfill disposal contract. The primary source of revenue is from the collection of fees charged to vendors using the transfer station. We project an increase for FY2019. Since our costs to transfer solid waste are directly tied to the amount of generated revenue we see a proportional amount of increase or decrease in costs as well.

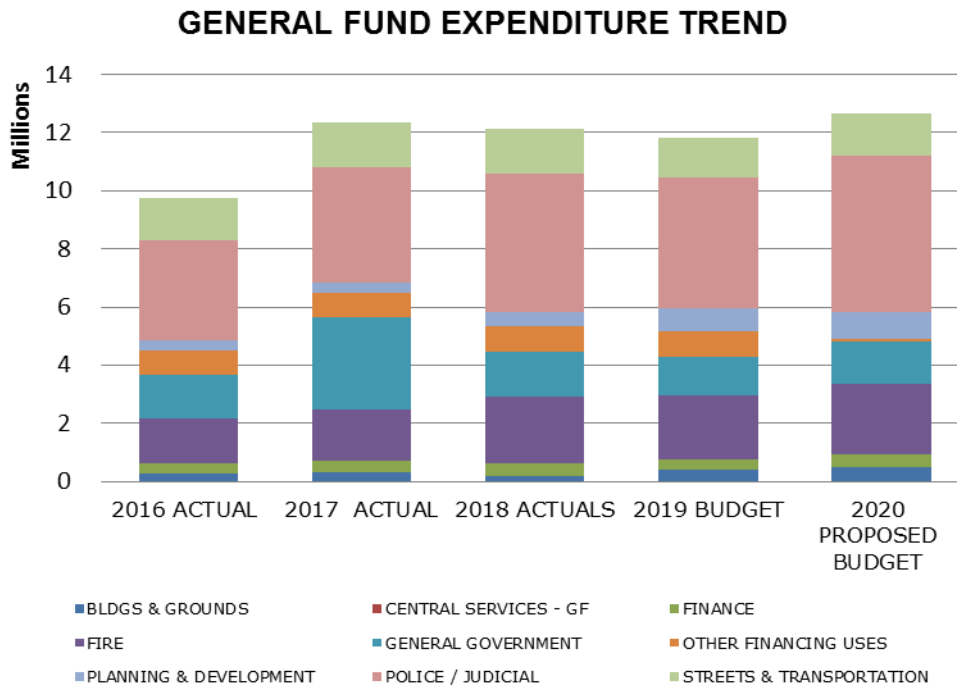


Expenditure Summary

The City of Monroe’s FY2020 budget reflects a conservative document that will meet or exceed the services provided to our citizens in FY2019. The total budget is \$62.4 million for all funds. Summary for the General Fund and Combined Utilities Fund follows.

General Fund

The total budget for the General Fund is \$12.7 million which is increased by 7.3% from last year’s budget. Efforts to keep spending at reasonable levels are made citywide. When possible, a department’s budget is kept at the same level as the prior year. The next chart shows the trend for the departments in the General Fund.

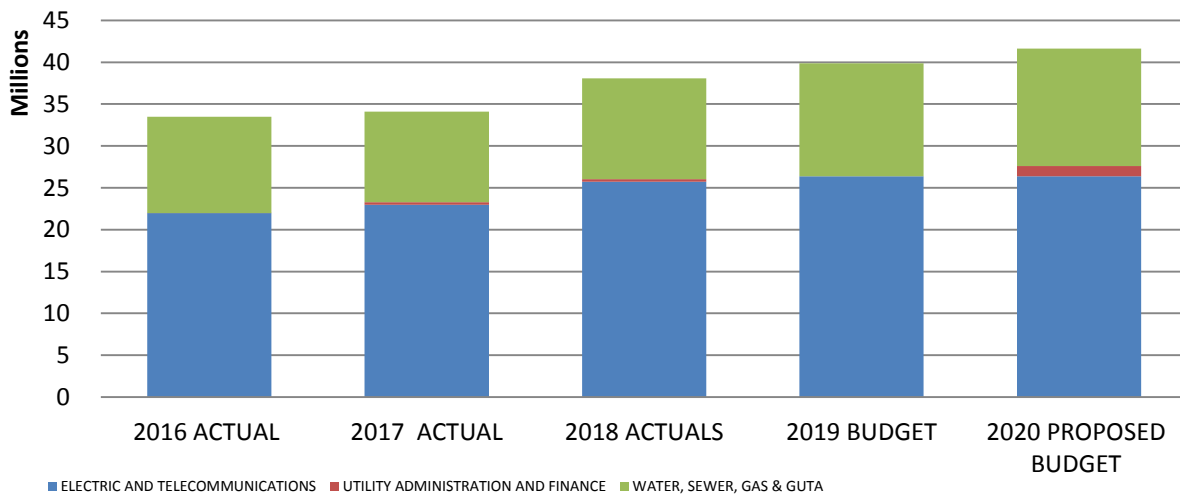


Combined Utilities Fund

The expense budget for Monroe's Combined Utilities Fund totals \$41.6 million for FY2020. This is an increase of 4.4% from last year's adopted budget.

The cost of goods sold in electric (\$12 million), cable TV (\$3.1 million) and gas (\$1.5 million) are the largest expenses for the Combined Utilities Fund. The cost of purchased power in electric accounts for 64.5%, cost of programming in cable TV accounts for 61.5% and the cost of purchased natural gas in the gas department accounts for 40% of their respective department's total budget.

UTILITY FUND EXPENDITURE TREND



CAPITAL

Capital

The Capital Improvement Program (CIP) is a five year plan identifying capital projects and equipment purchases for the City. This plan provides justification and narrative of those projects each department has identified over the next five years. The CIP is reviewed and updated annually and changed to reflect the needs of the City. The plan that follows is listed by Department, with revenue sources also identified.

The process to develop the City's plan begins with each department identifying the projects most essential to the City and the operation of their department. Projects are then presented to City Council during the budget process for review. Justification of each project is carefully reviewed with funding either approved, delayed to a subsequent year or denied.

Budgets for Capital Projects do not lapse at the end of a fiscal year, but remain in effect until the project's completion.

\$12,646,738 in potential capital improvement projects for FY 2020 has been submitted. This is \$5,796,360 higher than 2019. Of the total amount for FY 2020; \$5,123,886 is General Fund, \$602,000 is Solid Waste & \$6,920,852 is Utility Fund.

Funding sources for the CIP are taxes and fees, grants, the Urban Redevelopment Agency Fund (URA), transfers from the Combined Utilities Expansion Repair fund and a potential Utility Bond.

	FY2020	FY2021	FY2022	FY2023	FY2024	FUTURE YRS	PROJECT TOTAL
GENERAL FUND	643,782	1,133,504	767,340	1,253,785	394,713	1,239,072	5,432,196
OTHER			1,500,000				1,500,000
SPLOST	1,610,259	1,747,259	1,192,259	2,285,891	436,000		7,271,668
SPLOST/GRANT	1,049,845	647,000	396,000	670,000	400,000		3,162,845
UTILITIES CIP	4,437,852	3,053,261	1,921,500	1,951,500	1,366,500		12,730,613
SW CIP	252,000	120,000	60,000	25,000			457,000
URA	2,170,000						2,170,000
UTILITY BOND	2,483,000	205,000					2,688,000
Grand Total	12,646,738	6,906,024	5,837,099	6,186,176	2,597,213	1,239,072	35,412,322

A summary and details of the FY 2020 CIP are listed on the following pages.

Five Year Capital Improvement Summary General Fund & SPLOST

DEPARTMENT	PROJECT NAME	FUNDING SOURCE	2020	2021	2022	2023	2024	FUTURE YRS	PROJ TOTAL
Airport	8-Unit T-Hangar	SPLOST/GRANT	500,000		100,000	100,000	350,000		1,050,000
	Corporate Hangar	SPLOST				400,000			400,000
	Grading/Ditching	SPLOST	25,000				25,000		50,000
	Jet-A Fuel Farm	SPLOST/GRANT				120,000			120,000
	John Deere 5075E Utility Tractor	GEN FUND	38,248						38,248
	Obstruction/LPV	SPLOST/GRANT		80,000	80,000				160,000
	Runway Crack Seal & Striping, Rehab	SPLOST/GRANT	155,500						155,500
	Terminal Building	SPLOST/GRANT		350,000					350,000
	West Apron Rehabilitation	SPLOST/GRANT				400,000		400,000	
Airport Total			718,748	430,000	180,000	1,020,000	375,000		2,723,748
Code	Pickup Truck	GEN FUND			30,000				30,000
Code Total					30,000				30,000
Fire	Fire Pumper	GEN FUND		400,000		400,000			800,000
	Fire Station	OTHER			1,500,000				1,500,000
	SCBA (Air Packs)	GEN FUND				270,000			270,000
	Structural Firefighting Gear	GEN FUND			96,000				96,000
Fire Total			400,000	1,596,000	670,000			2,666,000	
Hwys & Streets	Assessment Of Roadways	GEN FUND	10,000	10,000	10,000	10,000	10,000		50,000
	Boom Mower	SPLOST				154,000			154,000
	Joint Transportation	SPLOST		300,000	750,000	100,000			1,150,000
	LMIG/Paving	SPLOST/GRANT	227,345	50,000	50,000	50,000	50,000		427,345
	Michael Etchison Connector	SPLOST				1,200,000			1,200,000
	Milling Head	SPLOST	20,000						20,000
	Mini Excavator	SPLOST		70,000					70,000
	New Sidewalks	SPLOST	85,000	85,000	85,000	85,000	85,000		425,000
	Other Paving Projects	SPLOST	56,000	56,000	56,000	56,000	56,000		280,000
	Single Axle Dump Truck	SPLOST		90,000					90,000
	Skid Steer Loader	SPLOST					85,000		85,000
	Street And Sidewalk Rehab	SPLOST	45,000	45,000	45,000	45,000	45,000		225,000
	Striping	SPLOST	40,000	40,000	40,000	40,000	40,000		200,000
	TAP-Marable St to City Hall Streetscape	SPLOST/GRANT	167,000	167,000	166,000				500,000
	Traffic Calming Features	SPLOST	500,000						500,000
	Trailer	SPLOST	43,000						43,000
	Truck	SPLOST		45,000		45,000			90,000
	Walton Plaza Entrance	SPLOST	100,000						100,000
	Wayne Street Streetscape	SPLOST		250,000					250,000
	White Oak-Paradise Shoppes Connector	SPLOST	55,000						55,000
Zero Turn Mower	GEN FUND	15,000		10,000				25,000	
Hwys & Streets Total		1,363,345	1,208,000	1,212,000	1,785,000	371,000		5,939,345	
Police	Remodel New Court & Police Building	URA	2,170,000						2,170,000
	Report Management System	GEN FUND	56,569	56,569	56,569	56,569	56,569		282,845
	2018 Lease Police Vehicles	GEN FUND	114,791	114,791	47,555				277,137
	2019 Lease Police Vehicles	SPLOST	66,259	66,259	66,259	35,891			234,668
	2020 Lease Police Vehicles	GEN FUND	114,072	114,072	114,072	114,072			456,288
	2021 Lease Police Vehicles	GEN FUND		114,072	114,072	114,072	114,072		456,288
	2022 Lease Police Vehicles	GEN FUND			114,072	114,072	114,072	114,072	456,288
Police Total		2,521,691	465,763	512,599	434,676	284,713	114,072	4,333,514	
Parks	Park Rehabilitation	SPLOST	200,000	175,000	150,000	125,000	100,000		750,000
Parks Total		200,000	175,000	150,000	125,000	100,000		750,000	
Central Services	Art Guild Landscaping	GEN FUND		24,000					24,000
	Buildings Improvements & Rehabilitatic	GEN FUND	215,000	100,000	100,000	100,000	100,000		615,000
	City Entrance Signage/Gateway Signage	SPLOST	25,000	100,000					125,000
Central Services Total		240,000	224,000	100,000	100,000	100,000		764,000	
Finance	New Court & Police Building	GEN FUND	75,000	75,000	75,000	75,000		1,125,000	
Finance Total		75,000	75,000	75,000	75,000		1,125,000	1,425,000	
DDA	Downtown Parking Meters	GEN FUND		125,000					125,000
DDA Total			125,000					125,000	
			5,118,784	3,102,763	3,855,599	4,209,676	1,230,713	1,239,072	18,756,607

Five Year Capital Improvement Summary Utilities Fund

DEPARTMENT	PROJECT NAME	FUNDING SOURCE	2020	2021	2022	2023	2024	FUTURE YRS	PROJ TOTAL
Electric	Commercial Demand Meters	UTILITIES CIP	70,000	70,000					140,000
	Electric Line Truck	UTILITIES CIP	210,000						210,000
	Rebuild Highland and S Madison Ave	UTILITIES CIP	435,500	250,000	250,000				935,500
	Replacement HDD Drill	UTILITIES CIP	224,635						224,635
	System Automation	UTILITIES CIP	47,670	150,000	15,000				212,670
	Two F150 pickup trucks	UTILITIES CIP	64,000						64,000
	AMI-interactive metering	UTILITIES CIP	340,215						340,215
Electric Total			1,392,020	470,000	265,000				2,127,020
Gas	Gas Main Renewal	UTILITIES CIP	450,000	300,000	275,000	225,000	175,000		1,425,000
	Hwy 186 main extension	OTHER	1,900,000						1,900,000
	Main Extension	UTILITIES CIP	250,000	250,000	250,000	250,000	250,000		1,250,000
	Natural Gas Master Plan	UTILITIES CIP	150,000						150,000
	Pickup Truck	UTILITIES CIP	31,639						31,639
	BadgePass security for office buildings &	UTILITIES CIP	17,711						17,711
Gas Total			2,799,350	550,000	525,000	475,000	425,000		4,774,350
Sewer	Aeration Fluidyne Jet Pump	UTILITIES CIP	20,674						20,674
	Application/Design 2022 CDBG submitta	UTILITIES CIP			50,000				50,000
	Application/Design 2024 CDBG submitta	UTILITIES CIP					50,000		50,000
	Asphalt Top Coat	UTILITIES CIP	200,000						200,000
	CDBG 2022 - Construction	UTILITIES CIP				250,000			250,000
	Excavator	UTILITIES CIP	91,000						91,000
	Final Clarifier Clean Out	UTILITIES CIP		20,000		20,000			40,000
	Motors, Pumps, Controls, etc.	UTILITIES CIP	150,000	150,000	150,000	150,000	150,000		750,000
	Sewer Main Rehab	UTILITIES CIP	100,000	100,000	100,000	100,000	100,000		500,000
	Trenchbox	UTILITIES CIP	9,320						9,320
	Trickling Filter Pump	UTILITIES CIP	40,000	40,000					80,000
Truck Replacement	UTILITIES CIP	63,955		50,000				113,955	
Sewer Total			674,949	310,000	350,000	520,000	300,000		2,154,949
Stormwater	Application/Design 2020 CDBG submitta	UTILITIES CIP	50,000						50,000
	CDBG 2020 - Construction	UTILITIES CIP		250,000					250,000
	Equipment Trailer	UTILITIES CIP	8,890						8,890
	F450 Service Body Truck	UTILITIES CIP	63,955						63,955
	FAE Mulching Head	UTILITIES CIP	23,500						23,500
	Improvements	UTILITIES CIP	50,000						50,000
	Pickup Truck	UTILITIES CIP	63,280						63,280
	Skid Steer	UTILITIES CIP	75,000						75,000
	Storm Drain/Retention Pond Rehab	UTILITIES CIP	100,000	100,000	100,000	100,000	10,000		410,000
	Storm Infrastructure/Pipes/Inlets, etc.	UTILITIES CIP	50,000	50,000	50,000	50,000	50,000		250,000
Stormwater Total			484,625	400,000	150,000	150,000	60,000		1,244,625
Telecom	Cable Infrastructure Replacement	UTILITIES CIP	60,000	55,000					115,000
	Carrier Grade NAT	UTILITIES CIP	53,377						53,377
	Core Switch Replacement	UTILITIES CIP	105,000						105,000
	Fiber to the X services	UTILITIES CIP	268,000						268,000
	FTTX Wellington	UTILITIES CIP	150,000	150,000					300,000
	Fusion Splicer	UTILITIES CIP	20,079						20,079
Telecom Total			656,456	205,000					861,456
Water	Alcovy River Screen	UTILITIES CIP	350,000						350,000
	Application/Design 2020 CDBG submitta	UTILITIES CIP	25,000						25,000
	Application/Design 2022 CDBG submitta	UTILITIES CIP			25,000				25,000
	Application/Design 2024 CDBG submitta	UTILITIES CIP					25,000		25,000
	BadgePass for water plant security	UTILITIES CIP	38,344						38,344
	CDBG 2020 - Construction	UTILITIES CIP		250,000					250,000
	CDBG 2022 - Construction	UTILITIES CIP				250,000			250,000
	Control Valve Replacements for John T.	UTILITIES CIP		100,000					100,000
	Fire Hydrant Replacement	UTILITIES CIP	55,000	55,000					110,000
	Fire Hydrant Security	UTILITIES CIP	25,000	25,000	25,000				75,000
	High Service Pumps	UTILITIES CIP	100,000						100,000
	Infrastructure Repair/Replacement	UTILITIES CIP	150,000	150,000	150,000	150,000	150,000		750,000
	Membrane Filters	UTILITIES CIP	76,500	76,500	76,500	76,500	76,500		382,500
	Night pump replacement 1 of 2	UTILITIES CIP	24,150						24,150
	Service Renewals	UTILITIES CIP	100,000	100,000	100,000	100,000	100,000		500,000
	Water Main Rehab	UTILITIES CIP	125,000	125,000	125,000	125,000	125,000		625,000
Water Master Plan	UTILITIES CIP	85,000						85,000	
Water Meters	UTILITIES CIP	56,500	56,500	56,500	56,500	56,500		282,500	
Water line extensions on the system	UTILITIES CIP	175,000	150,000	125,000	100,000	100,000		650,000	
Water Main Extensions & Improvement:	UTILITIES CIP	100,000	100,000	100,000	100,000	100,000		500,000	
Water Total			1,485,494	1,188,000	783,000	958,000	733,000		5,147,494
Central Services	Central Services vehicle	UTILITIES CIP	60,000						60,000
	Exchange Server	UTILITIES CIP	47,100						47,100
Central Services Total			107,100						107,100
Finance - Util	Itron Equipment Upgrade	UTILITIES CIP	40,000						40,000
	Meter Reader Trucks	UTILITIES CIP	48,261	50,000					98,261
Finance - Util Total			88,261	50,000					138,261
Utility Shared	Old Utility warehouse replacement	UTILITIES CIP							
Utility Shared Total									
			7,688,255	3,173,000	2,073,000	2,103,000	1,518,000		16,555,255

Five Year Capital Improvement Summary Solid Waste & SPLOST Fund

DEPARTMENT	PROJECT NAME	FUNDING SOURCE	2020	2021	2022	2023	2024	FUTURE YRS	PROJ TOTAL
Solid Waste	Commercial Garbage Truck	SPLOST		250,000					250,000
	Loader - Transfer Station	SPLOST	350,000						350,000
	Pickup Truck	SW CIP	35,000		35,000				70,000
	Recycling Carts	SW CIP	70,000	70,000					140,000
	Replace Scales - Transfer Station	SPLOST		175,000					175,000
	Transfer Station Improvements	SW CIP	150,000	50,000	25,000	25,000			250,000
Solid Waste Total			605,000	545,000	60,000	25,000			1,235,000
			605,000	545,000	60,000	25,000			1,235,000

DEBT SERVICE

Debt Service

The table below presents the City of Monroe's long-term debt service budgeted figures for the fiscal year ending December 31, 2020.

	<u>Balances</u> <u>1/1/2020</u>	<u>Increases</u>	<u>Decreases</u>	<u>12/31/2020</u>	<u>Due In</u> <u>FY 2021</u>
Governmental Activities:					
Bond Payable					
Urban Redevelopment Agency	\$ 3,600,000.00		\$ 98,700.00	\$ 3,501,300.00	\$ 401,000.00
Notes Payable					
Walton Plaza	1,350,000	-	75,000	1,275,000	75,000
Total Governmental Type Activities	<u>\$ 1,350,000</u>	<u>\$ -</u>	<u>\$ 75,000</u>	<u>\$ 1,275,000</u>	<u>\$ 75,000</u>
	<u>1/1/2020</u>	<u>Increases</u>	<u>Decreases</u>	<u>12/31/2020</u>	<u>FY 2021</u>
Business Type Activities:					
Bonds Payable					
Series 2016	11,505,000	-	1,540,000	9,965,000	1,570,000
Notes Payable					
GEFA #2013-007	1,322,747	-	107,996	1,214,751	108,537
Total Business Type Activities	<u>\$ 12,827,747</u>	<u>\$ -</u>	<u>\$ 1,647,996</u>	<u>\$ 11,179,751</u>	<u>\$ 1,678,537</u>

The Constitution of the State of Georgia provides that the general obligation debt incurred by the City shall never exceed 10 percent of the assessed value of all taxable property within the City. In addition, under the Constitution of the State of Georgia, the City shall not incur any new debt without the assent of a majority of the qualified voters of the City voting in an election held for that purpose as provided by law.

As computed in the table below, the City could incur (with voter approval) approximately \$44,991,183 in long-term general obligation bonds.

	<u>Fiscal Year</u>
	<u>2019</u>
Debt Limit	<u>\$ 44,991,183</u>
Total Net Debt Applicable to Limit	<u>-</u>
Legal Debt Margin	<u>\$ 44,991,183</u>
Total Net Debt Applicable to the Limit as a Percentage of Debt Limit	<u>0.00%</u>

The following table shows the debt funding requirements remaining over the life of the debt based on current outstanding debt issues. In late 2016, a GEFA loan for a meter change-out project, along with the current 2003 and 2006 Revenue Refunding Bonds were refinanced in a combined placement at a total interest rate of 2.19% with the term of the loan remaining the same. The total gross savings of the 2016 refunding is \$1,932,207 or 9.55% of savings as a percent of refunded bonds. This is paid through the combined utilities fund.

Below is information concerning the funding requirements for the City of Monroe for the period ending 12/31/20

**Combined Utility System Refinancing
Revenue Refunding Bonds, Series 2016**

<u>Period Ending</u>	<u>Principal</u>	<u>Interest</u>	<u>Debt Service</u>
12/1/2020	1,540,000	243,528	1,783,528
12/1/2021	1,570,000	209,638	1,779,638
12/1/2022	1,605,000	175,091	1,780,091
12/1/2023	1,640,000	139,722	1,779,722
12/1/2024	1,680,000	103,587	1,783,587
12/1/2025	1,715,000	66,576	1,781,576
12/1/2026	1,755,000	28,799	1,783,799
12/1/2027	-	-	-
12/1/2028	-	-	-
12/1/2029	-	-	-
12/1/2030	-	-	-
12/1/2031	-	-	-
12/1/2032	-	-	-
12/1/2033	-	-	-
12/1/2034	-	-	-
12/1/2035	-	-	-
12/1/2036	-	-	-
	\$ 11,505,000	\$ 966,941	\$ 12,471,941

The City's bond ratings are further evidence of its financial strength. General obligation bonds are currently rated A+ by Standard & Poor's, and revenue bonds are currently rated A- by Standard & Poor's. The General Obligation bond rating is A+ and the Revenue Bond rating is an A-. Having solid financial policies, prudent financial management practices and strong fund balances and financial reserves are principle reasons for these investment grade bond ratings. These ratings translate directly into lower interest rates on the City's debt.

GENERAL FUND

GENERAL FUND OPERATING BUDGET SUMMARY

Revenues, Expenditures and Other Sources & Use Summary

REVENUE	2016	2017	2018	2019	2020 PROPOSED	2020 vs 2019	% CHANGE
	ACTUALS	ACTUALS	ACTUAL	BUDGET	BUDGET	BUDGET	
CHARGES FOR SERVICES	647,433	739,084	675,448	700,600	711,600	11,000	1.6%
CONTRIBUTIONS AND DONATIONS	38,250	65,554	48,608	43,000	43,000	0	0.0%
FINES AND FORFEITURES	287,674	267,476	332,014	400,000	475,000	75,000	18.8%
INTERGOVERNMENTAL	185,449	192,533	690,518	484,205	404,481	(79,724)	-16.5%
INVESTMENT INCOME	2	78	2	0	0	0	0.0%
LICENSES AND PERMITS	249,148	165,740	217,648	270,090	342,650	72,560	26.9%
MISCELLANEOUS	210,649	281,111	258,182	256,808	223,808	(33,000)	-12.9%
OTHER FINANCING SOURCES	1,933,174	1,964,740	2,409,445	2,704,240	2,826,752	122,512	4.5%
TAXES	6,314,792	6,580,080	7,145,635	6,948,689	7,641,050	692,361	10.0%
PROCEEDS OF GEN FIXED ASSETS	0	32,366	925	0	0	0	0.0%
PROCEEDS OF GEN LONG TERM	0	245,900	322,523	0	0	0	0.0%
TOTAL REVENUE	9,866,571	10,534,663	12,100,948	11,807,632	12,668,341	860,709	7.3%
DEPARTMENT	2016	2017	2018	2019	2020 PROPOSED	2020 vs 2019	% CHANGE
	ACTUALS	ACTUALS	ACTUALS	BUDGET	BUDGET	BUDGET	
BLDGS & GROUNDS	263,186	334,487	197,760	382,024	480,133	98,109	25.7%
FINANCE	364,795	381,380	438,010	385,335	449,669	64,334	16.7%
FIRE	1,544,884	1,775,490	2,262,020	2,191,187	2,416,418	225,231	10.3%
GENERAL GOVERNMENT	1,493,332	3,160,496	1,579,485	1,340,451	1,473,677	133,226	9.9%
OTHER FINANCING USES	841,150	843,224	862,140	881,888	92,000	(789,888)	-89.6%
POLICE / JUDICIAL	3,467,428	3,948,851	4,781,606	4,494,016	5,371,566	877,550	19.5%
STREETS & TRANSPORTATION	1,446,772	1,527,334	1,515,952	1,368,799	1,475,655	106,856	7.8%
CENTRAL SERVICES - GF	0	0	0	0	0	0	0.0%
PLANNING & DEVELOPMENT	331,601	359,391	473,653	763,932	909,223	145,291	19.0%
TOTAL EXPENDITURES	9,753,148	12,330,653	12,110,628	11,807,632	12,668,341	860,709	7.3%
USE OF CASH RESERVES							
EXCESS/(DEFICIENCY) OF REVENUE & OTHER SOURCES OVER EXPENDITURES	113,423	(1,795,990)	(9,680)	0	0	(0)	(0)

GENERAL FUND

REVENUE DETAIL

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
CHARGES FOR SERVICES						
BAD CHECK FEES	120	210	30	0	0	0
CEMETARY LOT SALES	14,445	8,970	7,330	10,000	10,000	0
CODE DEPT OTHER INCOME	1,217	697	2,032	500	500	0
EMPLOYEE SELF INS FEES (HEALTH INSURANCE)	598,982	670,686	628,934	650,000	660,000	10,000
EVENT FEES	15,846	11,943	16,303	20,000	20,000	0
FIRE DEPARTMENT OTHER INCOME	1,000	2,000	0	0	0	0
OTHER FEES	345	220	173	100	100	0
POLICE DEPARTMENT OTHER INCOME	15,478	44,359	20,561	20,000	20,000	0
SALE OF RECYCLED MATERIALS	0	0	0	0	0	0
SANITATION FEES	0	0	85	0	1,000	1,000
TRANSFER STATION FEES	0	0	0	0	0	0
CHARGES FOR SERVICES Total	647,433	739,084	675,448	700,600	711,600	11,000
CONTRIBUTIONS AND DONATIONS						
FIRE DEPARTMENT	3,375	0	4,000	4,000	4,000	0
GENERAL CITY	0	5,864	0	0	0	0
MAIN STREET	31,500	40,000	35,000	35,000	35,000	0
MISC GRP INSURANCE RECEIPTS	0	17,690	5,608	0	0	0
POLICE DEPARTMENT	3,375	2,000	4,000	4,000	4,000	0
CONTRIBUTIONS AND DONATIONS Total	38,250	65,554	48,608	43,000	43,000	0
FINES AND FORFEITURES						
MUNICIPAL COURT	287,674	267,476	332,014	400,000	475,000	75,000
FINES AND FORFEITURES Total	287,674	267,476	332,014	400,000	475,000	75,000
INTERGOVERNMENTAL						
BOARD OF EDUCATION	46,231	46,231	70,831	70,831	79,600	8,769
DEA	5,767	6,011	0	0	0	0
DEPT OF JUSTICE	18,000	0	0	0	0	0
FEDERAL GRANTS	40,210	2,330	0	0	0	0
LMIG PROGRAM	0	0	157,752	130,000	174,881	44,881
PILOTHOUSING AUTHORITY	42,290	16,981	27,006	25,000	25,000	0
STATE GRANTS REC'D	32,951	27,207	0	0	0	0
FED GRANT - BVP	0	0	5,530	0	0	0
FED GRANT - SAFER	0	0	227,485	238,374	100,000	(138,374)
FED GRANT - CHIP	0	93,773	96,638	0	0	0
FED GRANT - HIDTA	0	0	6,506	0	5,000	5,000
FEDERAL DISASTER RELIEF FUNDS	0	0	80,077	0	0	0
PCARD REBATE	0	0	18,693	20,000	20,000	0
INTERGOVERNMENTAL Total	185,449	192,533	690,518	484,205	404,481	(79,724)
INVESTMENT INCOME						
INTEREST REVENUES	2	78	2	0	0	0
INVESTMENT INCOME Total	2	78	2	0	0	0

General Fund

Revenue Detail continued

GENERAL FUND REVENUE DETAIL						
	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
LICENSES AND PERMITS						
ALCOHOLIC BEVERAGE PERMITS	43,300	42,100	12	0	0	0
BUILDING PERMITS	171,710	88,838	121,152	130,000	200,000	70,000
INSURANCE LICENSE	33,638	34,163	35,400	34,000	30,000	(4,000)
OTHER REGULATORY FEES - GOLF CARTS	0	240	285	240	500	260
REGULATORY FEES	500	400	100	200	200	0
ALCOHOL ADMIN FEE	0	0	3,000	2,000	2,000	0
NON-PROFIT ALCOHOL TEMP LICENSE	0	0	250	200	200	0
FOR-PROFIT ALCOHOL TEMP LICENSE	0	0	750	500	1,000	500
SPECIAL EVENT ALCOHOL REG FEE	0	0	900	1,200	900	(300)
HOTEL/MOTEL ALCOHOL IN-ROOM LIC	0	0	250	250	0	(250)
ALCOHOL BEV CUPS-BUSINESSES	0	0	1,500	1,000	2,000	1,000
ALCOHOL BEV CUPS-RESIDENTS	0	0	150	0	100	100
ON-PREMISE BEER/WINE LICENSE	0	0	10,500	20,000	21,000	1,000
BREWERIES BEER LICENSE	0	0	0	0	1,500	1,500
ON-PREMISE LIQUOR LICENSE	0	0	28,500	24,000	30,000	6,000
DISTILLERIES LIQUOR LICENSE	0	0	0	0	750	750
OTHER LICENSE/PERMIT	0	0	500	500	500	0
BEER/WINE RETAIL PKG LICENSE	0	0	14,400	56,000	52,000	(4,000)
LICENSES AND PERMITS Total	249,148	165,740	217,648	270,090	342,650	72,560
MISCELLANEOUS						
AIRPORT FUEL FEES	77,799	150,759	112,147	130,000	100,000	(30,000)
AIRPORT INCOME	0	5	5	0	0	0
AIRPORT TIE DOWN FEES	2,200	1,950	1,600	1,500	1,500	0
COMMUNITY CENTER FEES	12,420	15,120	16,175	12,000	15,000	3,000
HANGER RENT	78,660	87,061	92,016	105,000	99,000	(6,000)
OTHER	4,553	11,977	18,028	5,000	5,000	0
POLICE DEPARTMENT	0	0	0	0	0	0
REIMB FOR DAMAGED PROPERTY	6,952	14,189	5,714	0	0	0
RENTAL - 227 S BROAD	21,130	50	0	0	0	0
WORK COMP MISC RECEIPTS/REFUND	6,935	0	0	0	0	0
RENTAL - WALTON PLAZA	0	0	12,496	3,308	3,308	0
MISCELLANEOUS Total	210,649	281,111	258,182	256,808	223,808	(33,000)
OTHER FINANCING SOURCES						
OPERATING TRANSFERS IN	0	32,111	0	0	0	0
OPERATING TRANSFERS IN UTILITY	1,694,581	1,675,925	2,151,649	2,391,725	2,481,661	89,936
TRAN IN - SW GRP INS REG FUND	12,611	12,000	12,000	12,000	12,000	0
TRAN IN - UT GRP INS REG FUND	14,783	12,000	12,000	12,000	12,000	0
TRANSFER IN - SOLID WASTE	211,199	232,705	233,796	288,515	321,091	32,576
NOTE PROCEEDS-WALTON PLAZA	0	0	0	0	0	0
OTHER FINANCING SOURCES Total	1,933,174	1,964,740	2,409,445	2,704,240	2,826,752	122,512

General Fund

Revenue Detail continued

GENERAL FUND							
REVENUE DETAIL							
	2016	2017	2018	2019	2020	2020 vs 2019	
	ACTUALS	ACTUALS	ACTUALS	BUDGET	PROPOSED	BUDGET	
TAXES							
AD VALOREM TAX - CURRENT YEAR	2,634,075	2,707,664	2,918,954	2,894,000	3,268,750	374,750	
AD VALOREM TAX - PRIOR YEAR	50,316	16,861	(10,430)	10,000	20,000	10,000	
ALCOHOLIC BEVERAGE EXCISE TAX	280,651	327,956	289,218	300,000	300,000	0	
BUSINESS & OCCUPATION TAX	86,200	87,339	93,850	93,000	93,000	0	
FINANCIAL INSTITUTIONS TAX	59,579	66,266	65,294	65,000	65,000	0	
FRANCHISE TAX ELECTRIC	303,920	317,921	289,629	290,000	290,000	0	
INSURANCE PREMIUM TAX	825,052	852,827	919,876	850,000	950,000	100,000	
INTANGIBLE TAX REVENUE	23,450	13,006	13,031	13,000	20,000	7,000	
LOCAL OPTION MIXED DRINK	15,993	19,577	19,237	19,000	22,000	3,000	
LOCAL OPTION SALES & USE TAX	1,672,504	1,782,464	2,027,527	1,890,000	2,100,000	210,000	
MOBILE HOME TAX	6,223	5,766	5,402	5,500	6,000	500	
MOTOR VEHICLE TAX	44,837	43,784	30,003	34,000	25,000	(9,000)	
OTHER SELECTIVE TAX	156	0	0	0	0	0	
PEN & INT ON DELINQUENT TAXES	25,507	14,347	20,813	20,000	20,000	0	
PUBLIC UTILITY TAX	52,035	54,131	51,284	50,289	50,600	311	
RAILROAD EQUIPMENT TAX	499	499	585	500	500	0	
REAL ESTATE TRANSFER TAX	8,871	5,723	7,097	6,000	10,000	4,000	
TITLE ADVALOREM TAX - TAVT	224,924	263,950	359,504	360,000	360,000	0	
TIMBER TAX	0	0	440	400	200	(200)	
FRANCHISE TAX TELEPHONE	0	0	44,322	48,000	40,000	(8,000)	
TAXES Total	6,314,792	6,580,080	7,145,635	6,948,689	7,641,050	692,361	
PROCEEDS OF GEN FIXED ASSETS							
SALE OF ASSETS - GEN FUND	0	32,366	925	0	0	0	
PROCEEDS OF GEN FIXED ASSETS Total	0	32,366	925	0	0	0	
PROCEEDS OF GEN LONG TERM							
CAPITAL LEASES	0	245,900	322,523	0	0	0	
PROCEEDS OF GEN LONG TERM Total	0	245,900	322,523	0	0	0	
TOTAL REVENUE	9,866,571	10,534,663	12,100,948	11,807,632	12,668,341	860,709	

Full Time General Fund Positions

	2016 FTEs	2017 FTEs	2018 FTEs	2019 FTEs	2020 FTEs
Building & Grounds	3	3	1	3	3
EQUIPMENT OPERATOR I BLDG MAINT	1	1		1	1
GENERAL LABORER	1	1		1	1
UTILITY WORKER STREET	1	1	1	1	1
Econ Dev/Main Street	1	1	1	1	1
MAIN STREET DIRECTOR	1	1	1	1	1
Finance Financial Administration	3	3	3	3	3
ACCOUNTANT	1	1	1	1	1
PAYROLL SPECIALIST	1	1	1	1	1
ACCOUNTING TECH/AP CLERK	1	1	1	1	1
Finance General Administration	2	2	2	1.5	1.5
CITY HALL RECORDS CLERK	1	1	1	1	1
FINANCE DIRECTOR 50%	1	1	1	0.5	0.5
Fire Operations	22	22	28	29	29
FIRE CHIEF			1	1	1
FIRE LIEUTENANT	2	2	2	2	2
FIRE LIEUTENANT/PARAMEDIC	1	1	1	1	1
FIREFIGHTER	8	8	14	14	14
FIREFIGHTER/EMT	3	3	3	3	3
BATTALION CHIEF	3	3	3	3	3
FIRE ADMIN ASST				1	1
CAPTAIN	1	1	1	1	1
FIRE SERGEANT/EMT	2	2	2	2	2
FIREFIGHTER/EMT/ARSON INVESTIGATOR	1	1	1	1	1
ASST FIRE CHIEF	1	1			
Fire Prevention / CRR	1	1	1	1	1
FIRE MARSHAL	1	1	1	1	1
General Government Executive	1	1	1	0.5	0.5
CITY ADMINISTRATOR 50%	1	1	1	0.5	0.5
Highways & Streets	17	17	17	17	17
ADMIN ASST PUBLIC WORKS	1	1	1	1	1
DIRECTOR OF STREETS & TRANSPORTATION	1	1	1	1	1
EQUIPMENT OPERATOR I STREET	5	5	5	5	5
EQUIPMENT OPERATOR II STREET	2	2	2	2	2
EQUIPMENT OPERATOR III STREET	3	3	3	3	3
SHOP FOREMAN	1	1	1	1	1
SIGN TECH/BLDG & GRNDS SUPERVISOR	1	1	1	1	1
STREET FOREMAN/EQUIPMENT OPERATOR III	1	1	1	1	1
UTILITY WORKER STREET	2	2	2	2	2
Municipal Court			1	1	1
MUNICIPAL COURT CLERK			1	1	1

Full Time General Fund Positions

Continued

	2016 FTEs	2017 FTEs	2018 FTEs	2019 FTEs	2020 FTEs
Police	44	44	44	47	52
POLICE ADMIN ASST	1	1	1	1	1
POLICE CHIEF			1	1	1
POLICE CLERK	1	1	1	1	1
POLICE TAC CLERK	1	1	1	1	1
ASST POLICE CHIEF	1	1			
CAPTAIN	3	3	3	3	3
LIEUTENANT	4	4	4	4	4
OFFICER-FIELD TRAINING OFFICER	2	2	2	3	3
DETECTIVE	4	4	4	4	4
SERGEANT	7	7	7	7	7
OFFICER/K9	2	2	2	2	2
LIEUTENANT-TASK FORCE OFFICER	1	1	1	1	1
LIEUTENANT/ADMIN SUPV	1	1	1	1	1
CADET				2	2
UNIFORM PATROL	15	15	15	15	19
CRIMINAL INVESTIGATIONS					1
POLICE EVIDENCE	1	1	1	1	1
Planning & Development	7	7	8	8	8
ADMIN ASST CODE	1	1	1	1	1
CITY MARSHAL			1	2	2
CODE CLERK	1	1	1	1	1
DIRECTOR OF CODE	1	1	1	1	1
DIRECTOR OF ECONOMIC DEVELOPMENT	1	1	1	1	1
DIRECTOR OF PLANNING	1	1	1	1	1
PROPERTY MAINTENANCE INSPECTOR	2	2	2	1	1
Grand Total	101	101	107	112	117

GENERAL GOVERNMENT

Airport

Overview

To continue a forward-thinking growth and development plan that continues to grow the airport into an economic tool and benefit for the City with specific attention on safety, imagery, facilities, and the functionality of all amenities and facilities through the effective management of funding from federal, state, and local allocations. This is a division of the Central Services Department.



Goals

- Development of a more economically beneficial area with the development and design of business-friendly facilities and grounds.
- Expand the amenities available to airport patrons and visitors, residential and business communities.
- Continue to focus on safety improvements to the facility, grounds, and buildings.
- Provide facilities that invite a high traffic flow to the airport and provide benefit to the City.
- Continue to balance both City funding with grant funding for the most effective expansions of airport facilities and improvements.

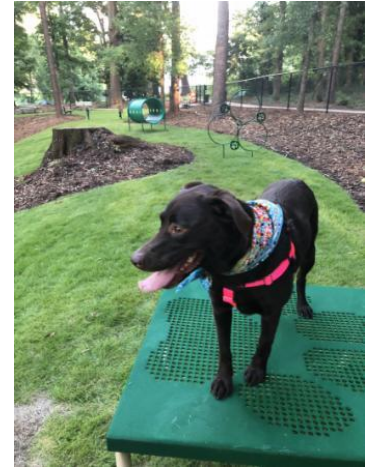
AIRPORT EXPENDITURES

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
AIRPORT						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
EQUIPMENT	0	0	0	43,350	38,248	(5,102)
MACHINERY	0	0	0	0	0	0
VEHICLES	0	0	0	0	0	0
CAPITAL OUTLAYS - MACHINERY & EQUIP Total	0	0	0	43,350	38,248	(5,102)
CAPITAL OUTLAYS - PROPERTY						
BUILDINGS	0	0	25,775	0	0	0
CONSTRUCTION IN PROGRESS	0	0	20,884	0	0	0
INFRASTRUCTURE	0	0	0	0	0	0
SITE IMPROVEMENTS	0	0	0	0	0	0
CAPITAL OUTLAYS - PROPERTY Total	0	0	46,659	0	0	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
REIMB SALARIES - OTHER	0	0	2,566	0	0	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	0	0	2,566	0	0	0
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	0	0	1,380	1,200	2,500	1,300
COMMUNICATIONS	0	1,286	1,395	1,350	1,500	150
CONSTRUCTION SERVICES	0	0	0	0	0	0
CONSULTING - TECHNICAL	0	984	0	0	500	500
CONTRACT LABOR	0	0	0	5,000	0	(5,000)
DUES/FEES	0	0	0	0	500	500
EQUIPMENT RENTAL	0	0	7,332	0	0	0
EQUIPMENT REP & MAINT-OUTSIDE	0	6,074	2,495	2,500	500	(2,000)
GENERAL LIABILITY INSURANCE	0	6,205	0	0	0	0
LAWN CARE & MAINTENANCE	0	0	10,713	7,500	2,500	(5,000)
LICENSES	0	0	0	0	500	500
MAINTENANCE CONTRACTS	0	0	8,586	1,000	7,500	6,500
PRINTING	0	0	0	0	0	0
R & M AIRPORT	0	1,250	8,474	2,500	15,000	12,500
R & M BUILDINGS - OUTSIDE	0	0	0	0	2,500	2,500
R & M SYSTEM - OUTSIDE	0	0	2,745	0	0	0
TRAINING & EDUCATION	0	0	0	150	500	350
TRAVEL EXPENSE	0	966	0	1,000	500	(500)
VEHICLE REP & MAINT-OUTSID	0	0	0	250	250	0
PURCHASED/CONTRACTED SERVICES Total	0	16,765	43,120	22,450	34,750	12,300
SUPPLIES						
AIRPORT EXPENSE	17,540	23,108	6,543	2,500	12,500	10,000
AIRPORT FUEL	75,257	141,964	123,142	125,000	110,000	(15,000)
AUTO & TRUCK FUEL	935	75	0	250	0	(250)
AUTO PARTS	183	184	325	250	250	0
CHEMICALS/PESTICIDES	0	0	1,287	2,500	2,500	0
DAMAGE CLAIMS	0	0	0	0	0	0
DNU - MISCELLANEOUS	1,006	2,772	0	0	0	0
EQUIPMENT PARTS	0	0	1,752	2,000	2,000	0
EXPENDABLE FLUIDS	65	0	9	250	250	0
FOOD	0	26	0	100	100	0
OFFICE SUPPLIES & EXPENSES	12,041	96	463	1,000	250	(750)
R & M BUILDINGS - INSIDE	3,447	20,393	1,332	2,500	1,000	(1,500)
SMALL TOOLS & MINOR EQUIPMENT	5,595	0	0	250	2,500	2,250
TIRES	0	0	0	250	250	0
UNIFORM RENTAL	0	0	0	0	0	0
SUPPLIES Total	116,070	188,619	134,852	136,850	131,600	(5,250)
AIRPORT Total	116,070	205,384	227,197	202,650	204,598	1,948

Buildings and Grounds

Overview

To maintain a responsible and presentation focused division to citizens with specific attention to safety, imagery, cleanliness, respectfulness, and functionality of all City buildings, facilities, and grounds through an effective management of labor, money, and material. This is a division of the Central Services Department.



Goals

- Continue to provide efficient and high levels of service and maintenance of all City building, facilities, grounds, and parks.
- Provide the highest level of functionality and aesthetic appearance for all City buildings, facilities, grounds, and parks.
- Continue to balance both City labor and contractor labor for the most effective approach to achievement of objectives for all City buildings, facilities, grounds, and parks.
- Continue to implement overall City plans to rehabilitate the park system in the City for use by all citizens and visitors alike.

BUILDINGS & GROUNDS EXPENDITURES

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
BLDGS & GROUNDS						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
EQUIPMENT	0	0	0	0	0	0
MACHINERY	0	0	0	0	0	0
VEHICLES	0	0	0	25,000	0	(25,000)
CAPITAL OUTLAYS - MACHINERY & EQUIP Total	0	0	0	25,000	0	(25,000)
CAPITAL OUTLAYS - PROPERTY						
BUILDINGS	0	0	0	0	0	0
INFRASTRUCTURE	0	0	0	0	0	0
SITE IMPROVEMENTS	0	55,890	13,972	0	0	0
CAPITAL OUTLAYS - PROPERTY Total	0	55,890	13,972	0	0	0
DEBT SERVICE						
CAPITAL LEASE INTEREST	0	0	0	0	0	0
DEBT SERVICE Total	0	0	0	0	0	0
OTHER COSTS						
ART GUILD	1,925	2,427	2,065	2,500	5,000	2,500
LIBRARY	3,964	2,937	2,733	2,500	5,000	2,500
OTHER COSTS Total	5,889	5,363	4,798	5,000	10,000	5,000
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	81	25	25	100	75
GMEBS- RETIREMENT CONTRIBUTION	18,805	20,433	5,712	28,979	28,979	0
GROUP INS	30,173	28,712	8,839	36,000	55,350	19,350
MEDICAL EXAMS	50	303	0	0	100	100
MEDICARE	1,376	1,452	539	1,679	1,734	55
OVERTIME - OTHER	0	0	0	0	0	0
OVERTIME SALARIES	1,475	1,611	4,279	3,500	3,000	(500)
PART - TIME/TEMPORARY SALARIES	16,094	21,033	5,863	0	0	0
REGULAR SALARIES	90,982	92,334	34,397	115,811	119,557	3,746
RETIREMENT CONTRIBUTION	0	0	0	0	0	0
SOCIAL SECURITY	5,882	6,248	2,473	7,180	7,413	233
WORKERS COMP INSURANCE	0	0	464	0	1,500	1,500
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	164,837	172,207	62,591	193,174	217,733	24,559
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	24	16	0	0	0	0
COMMUNICATIONS	602	842	0	750	500	(250)
CONSULTING - TECHNICAL	0	0	1,800	0	0	0
CONTRACT LABOR	46,300	31,900	3,194	15,000	2,500	(12,500)
CUSTODIAL SVCS	0	0	0	0	0	0
DUES/FEES	0	45	2	0	0	0
ENVIRONMENTAL EXPENSE	0	0	0	0	0	0
EQUIPMENT RENTAL	0	136	37	2,500	250	(2,250)
EQUIPMENT REP & MAINT-OUTSIDE	0	0	0	250	250	0
GENERAL LIABILITY INSURANCE	2,671	2,795	3,263	2,800	2,500	(300)
LAWN CARE & MAINTENANCE	0	35,357	62,840	60,000	70,000	10,000
MAINTENANCE CONTRACTS	2,448	2,201	616	5,500	10,000	4,500
PARKS & GROUNDS R&M OUTSIDE	0	0	4,039	2,500	5,000	2,500
PEST CONTROL	0	113	630	1,000	1,000	0
POSTAGE	0	0	49	0	0	0
PRINTING	0	0	0	0	0	0
R & M BUILDINGS - OUTSIDE	0	0	2,620	10,000	5,000	(5,000)
R&M BLDG - PLAYHOUSE	5,020	288	4,533	2,500	2,500	0
TRAINING & EDUCATION	0	70	20	500	250	(250)
VEHICLE REP & MAINT-OUTSID	45	0	0	250	500	250
I/T SVCS - WEB DESIGN, ETC.	0	0	22	25	0	(25)
R&M BLDG - OLD CITY HALL OUTSIDE					2,500	2,500
PURCHASED/CONTRACTED SERVICES Total	57,110	73,764	83,664	103,575	102,750	(825)

Buildings & Grounds

Expenditures continued

BUILDINGS & GROUNDS EXPENDITURES						
	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
SUPPLIES						
AUTO & TRUCK FUEL	4,466	4,499	5,162	7,500	5,000	(2,500)
AUTO PARTS	813	421	2,132	500	500	0
CHEMICALS/PESTICIDES	80	67	0	500	2,500	2,000
COMPUTER EQUIP NON-CAPITAL	0	0	15	0	0	0
DAMAGE CLAIMS	281	0	0	0	0	0
DNU - MISCELLANEOUS	178	0	0	0	0	0
EQUIPMENT PARTS	8,306	5,754	5,605	5,000	2,500	(2,500)
EXPENDABLE FLUIDS	584	92	74	250	250	0
FOOD	0	0	0	125	250	125
HAND TOOLS	228	25	186	250	500	250
JANITORIAL SUPPLIES	574	0	95	250	250	0
OFFICE SUPPLIES & EXPENSES	1,264	447	66	500	250	(250)
PARKS & GROUNDS R&M INSIDE	13,215	0	4,550	2,500	100,000	97,500
R & M BUILDINGS - INSIDE	0	17	103	2,500	1,000	(1,500)
SAFETY/MEDICAL SUPPLIES	1,076	1,078	7	500	250	(250)
SIGNAGE & MATERIALS	0	0	0	500	250	(250)
SMALL TOOLS & MINOR EQUIPMENT	0	0	403	1,000	1,000	0
TIRES	917	411	1,541	500	1,000	500
UNIFORM RENTAL	1,941	2,126	25	6,500	4,000	(2,500)
UNIFORM EXPENSE	0	0	0	0	900	900
LANDSCAPING R & M - INSIDE	1,426	0	30	2,500	5,000	2,500
R&M BLDG - OLD CITY HALL INSIDE					2,500	2,500
SUPPLIES Total	35,350	14,938	19,995	31,375	127,900	96,525
BLDGS & GROUNDS Total	263,186	322,162	185,021	358,124	458,383	100,259
COMMUNITY CENTER						
PURCHASED/CONTRACTED SERVICES						
COMMUNICATIONS	0	922	964	1,000	1,000	0
CUSTODIAL SVCS	0	1,465	3,600	5,000	4,000	(1,000)
EQUIPMENT RENTS / LEASES	0	210	0	0	0	0
MAINTENANCE CONTRACTS	0	0	1,143	2,000	1,000	(1,000)
PEST CONTROL	0	70	420	400	250	(150)
R & M BUILDINGS - OUTSIDE	0	0	2,688	12,000	14,500	2,500
R&M COMMUNITY CENTER - OUTSIDE	0	0	88	0	0	0
PURCHASED/CONTRACTED SERVICES Total	0	2,667	8,903	20,400	20,750	350
SUPPLIES						
CHEMICALS/PESTICIDES	0	0	0	0	0	0
COMPUTER EQUIP NON-CAPITAL	0	0	190	0	0	0
JANITORIAL SUPPLIES	0	619	360	250	250	0
OFFICE SUPPLIES & EXPENSES	0	0	77	250	250	0
PARKS & GROUNDS R&M INSIDE	0	9,039	3,209	0	0	0
R & M BUILDINGS - INSIDE	0	0	0	2,500	500	(2,000)
LANDSCAPING R & M - INSIDE	0	0	0	500	0	(500)
SUPPLIES Total	0	9,658	3,837	3,500	1,000	(2,500)
COMMUNITY CENTER Total	0	12,325	12,740	23,900	21,750	(2,150)
TOTAL EXPENDITURES	263,186	334,487	197,760	382,024	480,133	98,109

Finance



Overview

The Finance Department has the responsibility of providing service and oversight of the various financial functions within the City. Primary functions include accounting, budgeting, accounts payable, payroll, billing and collecting receivables, financial reporting and purchasing. In addition, all utility administration, billing, collection and field services fall within this department.

Goals/Accomplishments

- Received Certificate of Achievement for Excellence in Financial Reporting Program Award for the FY2018 Comprehensive Annual Financial Report (CAFR) from the Government Finance Officers Association (GFOA).
- Received the Popular Annual Financial Reporting Award Program Award from GFOA for the FY2018 Popular Annual Financial Report (PAFR).
- Received the Distinguished Budget Presentation Award for the FY2019 adopted budget from GFOA.
- Fully implemented a new city-wide financial, payroll, ESS (employee self-service) and utility billing software system.
- Implemented a comprehensive document archiving system with the new software system.
- Implemented Positive Pay and Fraud Filters with our bank to prevent check and ACH fraud.

FINANCE EXPENDITURES

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
FINANCIAL ADMINISTRATION						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	134	75	80	100	20
GMEBS-RETIREMENT CONTRIBUTION	18,805	20,433	17,136	21,735	21,735	0
GROUP INS	24,188	31,454	31,754	27,000	44,389	17,389
MEDICAL EXAMS	0	303	0	0	100	100
MEDICARE	1,488	2,176	2,120	2,250	2,236	(14)
OVERTIME SALARIES	3,404	2,024	2,331	2,500	2,500	0
REGULAR SALARIES	102,587	150,093	146,172	155,132	154,198	(934)
SOCIAL SECURITY	6,364	9,304	9,066	9,618	9,560	(58)
WORKERS COMP INSURANCE	0	0	0	0	1,500	1,500
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	156,836	215,922	208,655	218,315	236,318	18,004
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	0	380	1,000	0	0	0
COMMUNICATIONS	1,032	1,318	(98)	0	0	0
CONTRACT LABOR	0	0	76,292	300	1,000	700
DUES/FEES	3,520	3,007	92	1,200	1,200	0
EQUIPMENT RENTAL	0	250	269	250	250	0
GENERAL LIABILITY INSURANCE	0	0	0	0	0	0
LICENSES	0	0	317	0	0	0
MAINTENANCE CONTRACTS	2,644	3,230	6,462	5,850	14,000	8,150
MARKETING EXPENSES	0	0	0	0	25,000	25,000
P O BOX RENTAL	0	0	214	220	235	15
POSTAGE	0	115	1,119	1,300	1,200	(100)
PROFESSIONAL FEES	0	1,900	265	300	0	(300)
R & M BUILDINGS - OUTSIDE	0	0	2,855	0	0	0
SOFTWARE	0	218	390	200	200	0
TRAINING & EDUCATION	4,701	4,543	872	5,000	5,000	0
TRAVEL EXPENSE	0	683	336	1,000	2,000	1,000
I/T SVCS - WEB DESIGN, ETC.	0	0	463	0	0	0
PURCHASED/CONTRACTED SERVICES Total	11,897	15,643	90,849	15,620	50,085	34,465
SUPPLIES						
AUTO & TRUCK FUEL	22	0	0	0	0	0
COMPUTER EQUIP NON-CAPITAL	0	0	3,432	100	1,500	1,400
DNU - MISCELLANEOUS	271	374	0	0	0	0
EMPLOYEE RECOGNITION	0	0	200	0	0	0
EQUIPMENT PARTS	0	655	138	0	0	0
FOOD	0	62	1,227	300	500	200
FURNITURE < 5,000	0	0	318	500	500	0
JANITORIAL SUPPLIES	0	391	1,368	1,300	800	(500)
OFFICE SUPPLIES & EXPENSES	17,595	18,651	11,073	15,000	8,000	(7,000)
R & M BUILDINGS - INSIDE	0	629	0	0	0	0
SUPPLIES Total	17,887	20,762	17,756	17,200	11,300	(5,900)
FINANCIAL ADMINISTRATION Total	186,620	252,327	317,260	251,135	297,703	46,569
GENERAL ADMINISTRATION						
OTHER COSTS						
GMA ASSESSMENT	4,795	4,754	2,378	4,800	4,800	0
OTHER COSTS Total	4,795	4,754	2,378	4,800	4,800	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	0	50	0	50	50
GMEBS-RETIREMENT CONTRIBUTION	12,537	13,622	11,424	10,867	10,867	(0)
GROUP INS	20,784	16,399	17,065	13,500	27,850	14,350
MEDICAL EXAMS	0	202	0	0	100	100
MEDICARE	1,807	1,241	1,296	1,382	1,406	24
OVERTIME SALARIES	1,254	2,882	2,228	2,000	2,000	0
REGULAR SALARIES	129,270	84,541	83,112	95,340	96,980	1,640
SOCIAL SECURITY	7,727	5,305	2,902	5,911	6,013	102
WORKERS COMP INSURANCE	0	0	0	0	1,500	1,500
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	173,380	124,192	118,077	129,000	146,766	17,766
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	0	32	0	0	0	0
COMMUNICATIONS	0	0	296	400	400	0
PURCHASED/CONTRACTED SERVICES Total	0	32	296	400	400	0
SUPPLIES						
FOOD	0	33	0	0	0	0
SMALL TOOLS & MINOR EQUIPMENT	0	42	0	0	0	0
SUPPLIES Total	0	75	0	0	0	0
GENERAL ADMINISTRATION Total	178,175	129,053	120,750	134,200	151,966	17,766
TOTAL EXPENDITURES	364,795	381,380	438,010	385,335	449,669	64,334

Fire

Our Mission: "The Monroe Fire Department is dedicated to protecting the lives and property of its citizens and visitors to the community through fire prevention, public education, training, and the delivery of professional fire and emergency services."



Goals

- Preservation of life
- Preservation of property

We accomplish these goals through:

- Fire prevention education
- Fire inspections code enforcement
- Training
- Fire suppression operations
- Rescue and first responder operations

Accomplishments

- Conducted 50+ Public Relation/ Fire Educational Events
- Conducted 2nd annual Fire Safety Blowout
- Purchased used engine from Johns Creek
- Received grant (\$30,818.69) for Jaws of Life tools
- Conducted 2nd recruit class
- Purchased medical cart for PR events throughout the city
- Conducted Firefighter 2 certification and testing
- Save 3.9 million in fire loss
- Added and improved to the new fire training facility

**FIRE
EXPENDITURES**

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
FIRE OPERATIONS						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
EQUIPMENT	0	0	0	0	0	0
MACHINERY	0	0	0	0	0	0
VEHICLES	0	63,674	30,111	0	0	0
CAPITAL OUTLAYS - MACHINERY & EQUIP Total	0	63,674	30,111	0	0	0
CAPITAL OUTLAYS - PROPERTY						
BUILDINGS	11,550	18,459	14,714	0	0	0
CONSTRUCTION IN PROGRESS	0	0	102,302	0	0	0
SITE IMPROVEMENTS	0	0	0	0	0	0
CAPITAL OUTLAYS - PROPERTY Total	11,550	18,459	117,016	0	0	0
DEBT SERVICE						
CAPITAL LEASE INTEREST	0	0	2,820	3,171	2,330	(841)
CAPITAL LEASE PRINCIPAL	0	0	27,881	33,749	27,146	(6,603)
DEBT SERVICE Total	0	0	30,701	36,920	29,476	(7,444)
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	618	703	700	700	0
GMEBS-RETIREMENT CONTRIBUTION	140,037	156,650	159,933	196,133	210,130	13,997
GROUP INS	236,716	220,126	308,679	264,300	342,950	78,650
MEDICAL EXAMS	60	5,169	2,605	10,000	10,000	0
MEDICARE	12,709	14,461	16,770	17,858	19,255	1,397
OVERTIME SALARIES	17,331	26,516	37,514	30,000	25,000	(5,000)
PART - TIME/TEMPORARY SALARIES	26,292	17,427	27,292	16,900	28,000	11,100
REGULAR SALARIES	891,757	1,024,415	1,164,892	1,214,702	1,315,955	101,253
RETIREMENT CONTRIBUTION	5,200	5,700	6,700	9,000	9,000	0
SOCIAL SECURITY	54,340	61,833	71,705	76,359	82,333	5,974
WORKERS COMP INSURANCE	8,302	4,391	8	0	1,500	1,500
VOLUNTEER SALARIES	0	0	410	0	0	0
WALTON ATHLETIC MEMBERSHIP	0	0	0	0	180	180
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	1,392,743	1,537,305	1,797,211	1,835,952	2,045,003	209,051
PURCHASED/CONTRACTED SERVICES						
COMMUNICATIONS	2,285	3,236	3,676	7,050	7,050	0
DUES/FEEES	5,327	8,280	6,358	3,000	6,000	3,000
EQUIPMENT RENTAL	0	1,474	1,648	1,620	1,500	(120)
EQUIPMENT REP & MAINT - OUTSIDE	2,724	5,507	8,359	4,000	6,000	2,000
GA DEPT REV FEES	0	250	250	250	250	0
GENERAL LIABILITY INSURANCE	2,251	2,236	2,268	5,000	5,000	0
LAWN CARE & MAINTENANCE	0	0	0	1,500	0	(1,500)
LICENSES	0	75	0	1,000	1,000	0
MAINTENANCE CONTRACTS	5,784	3,094	4,405	4,000	3,000	(1,000)
PEST CONTROL	0	28	4,183	4,300	600	(3,700)
PROFESSIONAL FEES	0	0	440	500	500	0
R & M BUILDINGS - OUTSIDE	0	0	1,603	17,500	5,000	(12,500)
SOFTWARE	0	0	540	1,000	6,000	5,000
TRAINING & EDUCATION	4,847	8,047	9,068	10,000	10,000	0
TRAVEL EXPENSE	0	666	4,970	4,000	3,000	(1,000)
VEHICLE REP & MAINT - OUTSID	3,379	10,489	5,271	13,549	6,000	(7,549)
HOLIDAY EVENTS	0	0	70	0	0	0
I/T SVCS - WEB DESIGN, ETC.	0	0	641	0	0	0
VEHICLE TAG & TITLE FEE	0	0	3	0	50	50
PURCHASED/CONTRACTED SERVICES Total	26,597	43,383	53,754	78,269	60,950	(17,319)
SUPPLIES						

Fire

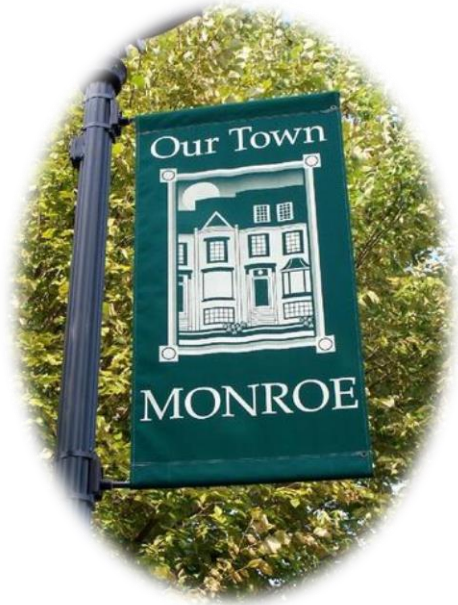
Expenditures continued

FIRE EXPENDITURES						
	2016	2017	2018	2019	2020	2020 vs 2019
	ACTUALS	ACTUALS	ACTUALS	BUDGET	PROPOSED BUDGET	BUDGET
AUTO & TRUCK FUEL	11,562	12,066	16,260	16,000	16,000	0
AUTO PARTS	2,520	2,669	3,519	5,000	5,000	0
CHEMICALS/PESTICIDES	0	0	0	0	0	0
COMPUTER EQUIP NON-CAPITAL	0	792	1,080	0	2,000	2,000
DAMAGE CLAIMS	0	0	3,000	0	0	0
DNU - MISCELLANEOUS	690	0	0	0	15,000	15,000
EQUIPMENT PARTS	15,747	19,516	16,861	15,500	15,500	0
EXPENDABLE FLUIDS	1,406	1,785	1,235	2,500	2,500	0
FIRE EQUIPMENT	39,275	12,598	43,221	34,500	35,000	500
FOOD	0	495	803	1,000	2,000	1,000
FURNITURE < 5,000	0	0	2,080	1,200	1,500	300
HAND TOOLS	0	3,663	0	0	0	0
JANITORIAL SUPPLIES	2,408	3,065	3,427	3,500	3,500	0
OFFICE SUPPLIES & EXPENSES	15,002	14,682	11,033	10,000	8,000	(2,000)
R & M BUILDINGS - INSIDE	7,635	12,980	8,196	7,000	8,000	1,000
SAFETY/MEDICAL SUPPLIES	3,115	1,271	2,364	10,000	10,000	0
SMALL TOOLS & MINOR EQUIPMENT	0	3,658	4,848	5,000	6,000	1,000
SPONSORSHIPS/DONATIONS	0	3,079	350	2,000	0	(2,000)
SYSTEM R & M - INSIDE	0	225	0	0	0	0
TIRES	1,068	3,837	3,259	8,500	7,500	(1,000)
TRAINING MATERIALS - COM USE	0	0	6,578	8,000	10,000	2,000
FIRE EDUCATION MATERIALS	3,552	3,312	(120)	0	0	0
UNIFORM EXPENSE	10,013	9,070	20,080	10,000	17,000	7,000
DONATION PURCHASES	0	3,905	500	0	0	0
LANDSCAPING R & M - INSIDE	0	0	0	0	1,500	1,500
SUPPLIES Total	113,994	112,669	148,573	139,700	166,000	26,300
FIRE OPERATIONS Total	1,544,884	1,775,490	2,177,366	2,090,841	2,301,429	210,588
FIRE PREVENTION/CRR						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	0	25	25	25	0
GMEBS-RETIREMENT CONTRIBUTION	0	0	5,712	7,245	7,245	0
GROUP INS	0	0	12,025	9,300	22,650	13,350
MEDICAL EXAMS	0	0	65	300	100	(200)
MEDICARE	0	0	613	759	789	30
OVERTIME SALARIES	0	0	2,788	3,000	3,000	0
REGULAR SALARIES	0	0	50,715	52,333	54,426	2,093
RETIREMENT CONTRIBUTION	0	0	0	759	0	(759)
SOCIAL SECURITY	0	0	2,880	3,245	3,374	129
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	0	0	74,823	76,966	91,609	14,643
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	0	0	0	0	0	0
DUES/FEES	0	0	0	1,900	1,900	0
EQUIPMENT REP & MAINT-OUTSIDE	0	0	0	750	750	0
EVENTS	0	0	650	0	0	0
TRAINING & EDUCATION	0	0	0	5,850	5,850	0
PURCHASED/CONTRACTED SERVICES Total	0	0	650	8,500	8,500	0
SUPPLIES						
AUTO PARTS	0	0	0	500	500	0
FIRE EQUIPMENT	0	0	0	2,880	2,880	0
OFFICE SUPPLIES & EXPENSES	0	0	0	500	500	0
FIRE EDUCATION MATERIALS	0	0	9,181	10,500	10,500	0
UNIFORM EXPENSE	0	0	0	500	500	0
SUPPLIES Total	0	0	9,181	14,880	14,880	0
FIRE PREVENTION/CRR Total	0	0	84,655	100,346	114,989	14,643
TOTAL EXPENDITURES	1,544,884	1,775,490	2,262,020	2,191,187	2,416,418	225,231

General Government

Overview

The General Government Department is responsible for directing the day to day activities of the City. This department is made up of the Mayor, City Council, and City Administrator. The City Administrator oversees all departments, staff and operations. The City Administrator is responsible for compliance of City policies and all other regulations.



Goals

- To ensure delivery of quality, cost effective services to the citizens of Monroe.
- To provide effective leadership and management to elected officials and city employees.
- To ensure successful implementation of Mayor and City Council goals and policies.

GENERAL GOVERNMENT EXPENDITURES

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
AUDIT						
PURCHASED/CONTRACTED SERVICES						
AUDIT SERVICES	32,500	29,500	30,000	32,500	39,500	7,000
PURCHASED/CONTRACTED SERVICES Total	32,500	29,500	30,000	32,500	39,500	7,000
AUDIT Total	32,500	29,500	30,000	32,500	39,500	7,000
CENTRAL SERVICES						
SUPPLIES						
STREET LIGHTS	23,533	24,132	0	0	0	0
SUPPLIES Total	23,533	24,132	0	0	0	0
CENTRAL SERVICES Total	23,533	24,132	0	0	0	0
COMMUNITY SERVICES						
OTHER COSTS						
CHAMBER OF COMMERCE	4,800	4,800	5,500	5,500	5,500	0
SENIOR CITIZENS CENTER	5,600	5,600	5,600	5,600	5,600	0
OTHER COSTS Total	10,400	10,400	11,100	11,100	11,100	0
COMMUNITY SERVICES Total	10,400	10,400	11,100	11,100	11,100	0
DOWNTOWN DEVELOPMENT						
OTHER COSTS						
DOWNTOWN DEVELOPMENT	15,000	31,000	25,000	25,000	25,000	0
OTHER COSTS Total	15,000	31,000	25,000	25,000	25,000	0
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	0	18	691	0	0	0
TRAINING & EDUCATION	0	0	0	0	0	0
PURCHASED/CONTRACTED SERVICES Total	0	18	691	0	0	0
DOWNTOWN DEVELOPMENT Total	15,000	31,018	25,691	25,000	25,000	0
ECONOMIC DEVELOPMENT						
OTHER COSTS						
CHIP PROJECT EXPENSE	0	93,773	74,768	0	0	0
OTHER COSTS Total	0	93,773	74,768	0	0	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	54	50	51	51	0
GMEBS-RETIREMENT CONTRIBUTION	12,537	13,622	11,424	7,245	7,245	0
GROUP INS	20,116	19,141	21,121	9,000	11,000	2,000
MEDICAL EXAMS	0	202	0	0	100	100
MEDICARE	1,400	1,408	1,529	1,036	1,004	(32)
OVERTIME SALARIES	8,171	4,217	3,662	3,500	0	(3,500)
PART - TIME/TEMPORARY SALARIES	6,405	8,342	10,761	27,144	18,000	(9,144)
REGULAR SALARIES	87,532	90,317	96,515	44,298	51,177	6,879
SOCIAL SECURITY	5,985	6,020	6,537	4,429	4,295	(134)
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	142,145	143,323	151,600	96,703	92,872	(3,831)
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	8,950	19,617	13,978	10,000	7,500	(2,500)
COMMUNICATIONS	2,725	2,309	3,377	3,000	3,000	0
CONTRACT LABOR	3,047	3,008	2,965	5,000	5,000	0
CUSTODIAL SVCS	0	174	0	0	0	0
DUES/FEES	895	1,230	1,595	500	500	0
EQUIPMENT RENTAL	0	2,188	99	100	100	0
EVENTS	63,159	53,344	89,349	85,000	105,000	20,000
LAWN CARE & MAINTENANCE	0	0	467	1,000	1,000	0
MAINTENANCE CONTRACTS	2,049	5,194	6,622	4,910	4,910	0
PRINTING	2,694	4,039	3,147	3,000	6,000	3,000
PROFESSIONAL FEES	8,310	51,203	2,000	5,000	5,000	0
TRAINING & EDUCATION	6,833	8,874	7,205	6,500	6,500	0
TRAVEL EXPENSE	0	55	6,032	5,000	5,000	0
I/T SVCS - WEB DESIGN, ETC.	0	0	120	0	600	600
LANDFILLS FEES	0	0	4,291	0	0	0
PURCHASED/CONTRACTED SERVICES Total	98,663	151,236	141,247	129,010	150,110	21,100
SUPPLIES						
COMPUTER EQUIP NON-CAPITAL	0	0	31	0	0	0
DNU - MISCELLANEOUS	551	1,730	0	0	0	0
FOOD	0	0	295	500	500	0
OFFICE SUPPLIES & EXPENSES	8,599	3,958	11,618	3,000	3,000	0
SPONSORSHIPS/DONATIONS	9,688	0	25,000	25,000	25,000	0
OLD CITY HALL BLDG	0	0	329	500	500	0
SUPPLIES Total	18,837	5,689	37,273	29,000	29,000	0
ECONOMIC DEVELOPMENT Total	259,645	394,021	404,888	254,713	271,982	17,269
ELECTIONS						
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	0	280	0	300	0	(300)
ELECTION EXPENSE	7,150	14,872	0	18,600	0	(18,600)
PURCHASED/CONTRACTED SERVICES Total	7,150	15,152	0	18,900	0	(18,900)
ELECTIONS Total	7,150	15,152	0	18,900	0	(18,900)

General Government

Expenditures continued

GENERAL GOVERNMENT EXPENDITURES						
	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
EXECUTIVE						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
EQUIPMENT	2,000	0	0	0	0	0
CAPITAL OUTLAYS - MACHINERY & EQUIP Total	2,000	0	0	0	0	0
CAPITAL OUTLAYS - PROPERTY						
BUILDINGS	0	1,500,000	0	0	0	0
SITE IMPROVEMENTS	22,209	0	0	0	0	0
CAPITAL OUTLAYS - PROPERTY Total	22,209	1,500,000	0	0	0	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	27	50	51	50	(1)
GMEBS - RETIREMENT CONTRIBUTION	12,537	13,622	11,424	10,867	10,867	0
GROUP INS	22,809	19,141	17,161	13,500	27,850	14,350
GROUP INS COBRA	203,906	0	0	0	0	0
MEDICAL EXAMS	0	202	130	0	50	50
MEDICARE	560	1,264	946	1,016	1,073	57
OVERTIME SALARIES	0	0	0	0	0	0
REGULAR SALARIES	39,718	87,188	24,917	70,077	74,000	3,923
SOCIAL SECURITY	2,395	5,201	671	4,335	4,588	253
UNEMPLOYMENT EXPENSE	217	7,600	2,640	5,000	5,000	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	282,141	134,244	57,939	104,846	123,478	18,632
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	0	2,785	69	100	100	0
COMMUNICATIONS	1,467	226	334	400	600	200
CONSULTING - TECHNICAL	0	2,500	0	0	0	0
CONTRACT LABOR	73,515	24,500	0	0	0	0
CUSTODIAL SVCS	0	0	3,650	4,000	4,000	0
DUES/FEES	2,500	8,005	2,903	3,000	3,000	0
EQUIPMENT RENTAL	0	29	12	0	0	0
FINES/LATE FEE	0	0	2,500	0	0	0
GENERAL LIABILITY INSURANCE	116,869	141,202	158,473	147,192	155,000	7,808
LAWN CARE & MAINTENANCE	0	1,030	6,882	2,000	2,000	0
MAINTENANCE CONTRACTS	7,970	7,188	7,821	8,000	6,000	(2,000)
MAYOR'S EXPENSE - HOWARD	191	843	6,730	2,000	5,000	3,000
POSTAGE	0	0	830	500	500	0
PROFESSIONAL FEES	3,029	6,056	1,325	1,000	1,000	0
R & M BUILDINGS - OUTSIDE	0	0	105	0	0	0
SOFTWARE	0	812	4,800	0	0	0
TRAINING & EDUCATION	6,533	4,565	7,080	5,500	5,500	0
TRAINING MAYOR	762	2,305	2,435	2,000	2,000	0
TRAVEL EXPENSE	0	171	3,737	2,000	2,500	500
VEHICLE REP & MAINT-OUTSID	0	0	0	0	0	0
I/T SVCS - WEB DESIGN, ETC.	0	0	22	0	0	0
PURCHASED/CONTRACTED SERVICES Total	212,836	202,217	209,709	177,692	187,200	9,508
SUPPLIES						
AIRPORT EXPENSE	0	2,335	0	0	0	0
AIRPORT FUEL	0	0	394	0	0	0
AUTO & TRUCK FUEL	0	1,190	0	0	0	0
AUTO PARTS	0	3	0	0	0	0
BOOKS & PERIODICALS	0	0	25	50	50	0
CHEMICALS/PESTICIDES	0	0	0	0	0	0
COMPUTER EQUIP NON-CAPITAL	0	0	265	0	0	0
DNU - MISCELLANEOUS	0	835	0	0	0	0
EMPLOYEE RECOGNITION	6,229	7,553	4,098	6,000	3,500	(2,500)
FOOD	0	1,533	1,098	1,000	1,000	0
JANITORIAL SUPPLIES	0	98	585	800	300	(500)
OFFICE SUPPLIES & EXPENSES	0	4,424	5,117	3,000	3,000	0
R & M BUILDINGS - INSIDE	0	9,366	647	500	500	0
SPONSORSHIPS/DONATIONS	6,714	0	0	0	0	0
SUPPLIES Total	12,943	27,337	12,230	11,350	8,350	(3,000)
EXECUTIVE Total	532,129	1,863,799	279,878	293,888	319,028	25,140
LAW						
PURCHASED/CONTRACTED SERVICES						
ATTORNEY FEES - OTHERS	0	2,813	12,300	3,000	3,000	0
ATTORNEY FEES - P & M	143,613	237,651	203,616	136,625	200,000	63,375
PURCHASED/CONTRACTED SERVICES Total	143,613	240,464	215,916	139,625	203,000	63,375
LAW Total	143,613	240,464	215,916	139,625	203,000	63,375

General Government

Expenditures continued

GENERAL GOVERNMENT EXPENDITURES						
	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
LEGISLATIVE						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
GMEBS-RETIREMENT CONTRIBUTION	50,148	54,487	45,695	57,959	57,959	0
GROUP INS	80,463	76,566	84,007	72,000	99,350	27,350
MEDICAL EXAMS	0	809	0	0	100	100
MEDICARE	498	516	606	696	696	0
REGULAR SALARIES	48,000	46,000	48,799	48,000	48,000	0
SOCIAL SECURITY	2,130	2,206	2,592	2,976	2,976	0
WALTON ATHLETIC MEMBERSHIP	0	0	0	0	60	60
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	181,239	180,583	181,700	181,631	209,141	27,510
PURCHASED/CONTRACTED SERVICES						
DIST 1 EXPENSE - MALCOM	1,174	1,290	3,821	4,000	4,000	0
DIST 2 EXPENSE - CRAWFORD	3,876	3,600	3,835	4,000	4,000	0
DIST 3 EXPENSE - R BRADLEY	2,025	91	4,097	4,000	4,000	0
DIST 4 EXPENSE - L BRADLEY	1,807	1,671	1,814	4,000	4,000	0
DIST 5 EXPENSE - GARRETT	5,226	4,578	7,087	4,000	4,000	0
DIST 6 EXPENSE - ADCOCK	842	3,291	4,171	4,000	4,000	0
DIST 7 EXPENSE - LITTLE	1,838	2,847	3,668	4,000	4,000	0
DIST 8 EXPENSE - DICKINSON	2,440	3,500	3,175	4,000	4,000	0
DUES/FEES	0	121	0	0	0	0
TRAINING DIST 1 MALCOM	2,309	1,040	1,915	2,500	2,500	0
TRAINING DIST 2 CRAWFORD	2,890	2,130	1,870	2,500	2,500	0
TRAINING DIST 3 R BRADLEY	2,580	1,885	1,710	2,500	2,500	0
TRAINING DIST 4 L BRADLEY	3,982	2,005	1,115	2,500	2,500	0
TRAINING DIST 5 GARRETT	4,057	3,295	3,280	2,500	2,500	0
TRAINING DIST 6 ADCOCK	3,795	1,905	1,415	2,500	2,500	0
TRAINING DIST 7 LITTLE	2,376	1,560	1,680	2,500	2,500	0
TRAINING DIST 8 DICKINSON	2,392	2,790	1,120	2,500	2,500	0
PURCHASED/CONTRACTED SERVICES Total	43,609	37,600	45,774	52,000	52,000	0
LEGISLATIVE Total	224,848	218,183	227,474	233,631	261,141	27,510
LIBRARIES						
OTHER COSTS						
LIBRARY	123,600	123,600	123,600	123,600	123,600	0
OTHER COSTS Total	123,600	123,600	123,600	123,600	123,600	0
PURCHASED/CONTRACTED SERVICES						
R & M BUILDINGS - OUTSIDE	0	0	28,670	0	0	0
PURCHASED/CONTRACTED SERVICES Total	0	0	28,670	0	0	0
SUPPLIES						
LANDSCAPING R & M - INSIDE	0	0	227	0	0	0
SUPPLIES Total	0	0	227	0	0	0
LIBRARIES Total	123,600	123,600	152,497	123,600	123,600	0
RECREATION						
OTHER COSTS						
ART GUILD	0	0	0	0	0	0
OTHER COSTS Total	0	0	0	0	0	0
RECREATION Total	0	0	0	0	0	0
PLANNING COMMISSION						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
MEDICARE	65	65	65	65	65	0
REGULAR SALARIES	4,500	4,500	4,500	4,500	4,500	0
SOCIAL SECURITY	279	279	279	279	279	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	4,844	4,844	4,844	4,844	4,844	0
PLANNING COMMISSION Total	4,844	4,844	4,844	4,844	4,844	0
TOTAL EXPENDITURES	1,493,332	3,160,496	1,579,485	1,340,451	1,473,677	133,226

Planning & Development

Overview

The Planning & Development Department is in charge of planning, development, code enforcement & economic development for the City of Monroe. The department is also responsible for building inspections, rezoning and variances and maintaining the future land use map. The department issues all building-related permits and the associated activities as they relate to the permits being issued. These activities include plan review for all new construction, remodels, additions, and miscellaneous projects. In addition, the department's staff issues business licenses for businesses located in Monroe and handles the abatement of nuisance buildings and properties. The staff also functions as secretary to both the Planning Commission and the Historic Preservation Commissions and maintains for public record the minutes and all other documents incidental to the procedures of these Commissions.



Goals & Accomplishments

- To provide economic development, downtown growth and revitalization using the most up to date planning tools available.
- To ensure the standards and codes as set forth by the City of Monroe for safety, health and public welfare are implemented and maintained by regulating and controlling the design, construction, quality of materials, use and occupancy, and location of all buildings and structures within Monroe.
- To maintain efforts on tax and business license compliance.
- To modify ordinances to better reflect the current business growth and pursue a greater compliance within the residential areas regarding quality of life for our citizens.
- To provide, through revisions of the existing ordinances, zoning and development codes, a more consistent, simple and cohesive implementation of the regulations of the City.
- To lead the process for the periodic update of the Comprehensive Plan, the Short Term Work Program (STWP) and the Service Delivery Strategy (SDS) documents with Walton County.
- Implement Park approved Master Plans starting with Downtown Green.

PLANNING & DEVELOPMENT EXPENDITURES

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
PLANNING & DEVELOPMENT						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
VEHICLES	0	0	0	25,000	0	(25,000)
CAPITAL OUTLAYS - MACHINERY & EQUIP Total	0	0	0	25,000	0	(25,000)
CAPITAL OUTLAYS - PROPERTY						
CONSTRUCTION IN PROGRESS	0	0	0	0	0	0
CAPITAL OUTLAYS - PROPERTY Total	0	0	0	0	0	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	161	176	180	200	20
GMEBS-RETIREMENT CONTRIBUTION	33,411	40,865	39,983	57,959	57,959	0
GROUP INS	65,733	57,424	75,276	72,000	99,350	27,350
MEDICAL EXAMS	15	607	0	0	150	150
MEDICARE	2,537	2,636	3,166	6,409	6,878	469
OVERTIME SALARIES	1,615	2,531	2,567	3,500	4,500	1,000
REGULAR SALARIES	190,418	197,953	236,540	442,019	474,318	32,299
SOCIAL SECURITY	10,850	11,270	13,806	27,405	29,408	2,003
WORKERS COMP INSURANCE	0	0	0	0	1,500	1,500
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	304,579	313,447	371,514	609,472	674,263	64,791
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	0	1,138	1,183	500	500	0
COMMUNICATIONS	901	1,423	2,074	2,000	2,000	0
CONSULTING - TECHNICAL	0	0	0	0	0	0
CONTRACT LABOR	0	0	45,796	50,000	150,000	100,000
DUES/FEES	410	762	937	1,000	1,000	0
EQUIPMENT RENTAL	0	176	190	210	210	0
GENERAL LIABILITY INSURANCE	2,671	2,795	2,408	3,000	3,000	0
MAINTENANCE CONTRACTS	8,780	9,162	9,099	9,500	17,000	7,500
POSTAGE	0	0	1,141	1,500	1,500	0
PRINTING	0	139	0	0	0	0
PROFESSIONAL FEES	0	12,580	18,666	25,000	25,000	0
SOFTWARE	0	0	500	0	0	0
TRAINING & EDUCATION	3,041	1,749	2,221	4,800	4,800	0
TRAVEL EXPENSE	0	0	688	1,000	1,000	0
VEHICLE REP & MAINT - OUTSID	0	55	0	2,000	2,000	0
I/T SVCS - WEB DESIGN, ETC.	0	0	155	0	0	0
PURCHASED/CONTRACTED SERVICES Total	15,803	29,978	85,057	100,510	208,010	107,500
SUPPLIES						
AUTO & TRUCK FUEL	1,840	1,819	2,540	3,500	3,500	0
AUTO PARTS	493	314	362	1,000	1,000	0
CODIFICATION UPDATE	550	2,932	550	5,000	5,000	0
COMPUTER EQUIP NON-CAPITAL	0	0	2,153	0	0	0
DNU - MISCELLANEOUS	245	59	0	0	0	0
EXPENDABLE FLUIDS	52	0	0	400	400	0
FOOD	0	65	310	300	300	0
FURNITURE < 5,000	0	0	0	5,000	3,000	(2,000)
JANITORIAL SUPPLIES	0	537	1,881	1,750	1,750	0
OFFICE SUPPLIES & EXPENSES	7,790	9,602	7,228	8,500	8,500	0
R & M BUILDINGS - INSIDE	0	127	0	0	0	0
TIRES	0	511	2,059	2,000	2,000	0
UNIFORM RENTAL	0	0	0	0	0	0
UNIFORM EXPENSE	249	0	0	1,500	1,500	0
SUPPLIES Total	11,219	15,966	17,083	28,950	26,950	(2,000)
PLANNING & DEVELOPMENT Total	331,601	359,391	473,653	763,932	909,223	145,291
TOTAL EXPENDITURES	331,601	359,391	473,653	763,932	909,223	145,291

Police

Overview

The City of Monroe Police Department's mission statement is "To protect and to serve". We strive to provide our community with the highest quality of law enforcement with fair, firm and consistent public safety services in partnership with the community." The Monroe Police Department is a 24hr a day full time service law enforcement agency that provides proactive and public safety services to our community. The department works to develop our agency and programs that will continue building strong relationships between the community and the department.



Law Enforcement Operations

Uniform Patrol
 Criminal Investigations
 SWAT
 Joint Operations
 Evidence/Property/Crime Technician

Service & Support

Day to Day Admin Operation
 Open Records Request
 Municipal Court Operations
 Supply
 Training & State Certification

Goals

- To continue to be fiscally responsible and manage the departments needs while remaining within our allotted budget
- Continue to develop and provide the best quality training for our officers so they can meet the needs of our community while conducting themselves in the most courteous and professional manner.
- Continue to provide professional public safety services to our community while managing our resources in a conservative and responsible manner that reflects our City's leadership visions, goals and responsiveness to our community.
- Continue to develop and implement a sustainable Fleet Management Program that meets the needs of MPD and the community we serve.
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Police continued

- Establish and retain adequate Law Enforcement staffing required to accomplish our mission in a very fluid and challenging public safety environment. As well as preparing for the future growth of Monroe.
- Move our agency from the existing building (approx. 17,000 sq. ft) to a much larger building on East Spring Street (approx. 30,000 sq. ft) that meets the future growth and needs of the department and community.

Accomplishments

- Implemented the new digital radios for our officers
- Upgraded our Axon Body worn cameras
- Upgraded our X2 tasers
- Conducted 73 Public Relations / Community events
- Implemented the new Spillman Software for record management
- Conducted 7 Bike Unit events
- Worked 820 MVA's
- Handled an average of 3,030 Calls for Service per month
- Handled an average of 1,887 Area Checks per month
- Conducted and or participated in 3500 plus hours of training
- Have acquired approximately \$30,000 of excess property through Federal 10-33 program.
- 2 Officers completed GPSTC police academy
- Conducted 2 K-9 school searches (GWA and MAHS)
- Re-certified through the GACP State Certification program
- Cyber bully video released

**POLICE
EXPENDITURES**

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
POLICE						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
EQUIPMENT	0	0	51,814	56,569	56,569	0
VEHICLES	0	159,070	292,412	0	114,072	114,072
CAPITAL OUTLAYS - MACHINERY & EQUIP Total	0	159,070	344,226	56,569	170,641	114,072
CAPITAL OUTLAYS - PROPERTY						
BUILDINGS	0	0	0	75,000	0	(75,000)
CAPITAL OUTLAYS - PROPERTY Total	0	0	0	75,000	0	(75,000)
DEBT SERVICE						
CAPITAL LEASE INTEREST	0	0	12,897	17,924	104,890	86,966
CAPITAL LEASE PRINCIPAL	0	0	87,643	128,826	213,491	84,665
DEBT SERVICE Total	0	0	100,540	146,750	318,381	171,631
OTHER COSTS						
POLICE OFFICERS A&B FUND	13,052	12,672	8,880	21,000	21,000	0
OTHER COSTS Total	13,052	12,672	8,880	21,000	21,000	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	1,129	1,155	1,200	1,200	0
GMEBS-RETIREMENT CONTRIBUTION	250,739	286,064	262,736	333,264	376,733	43,469
GROUP INS	402,254	405,109	493,968	414,000	572,000	158,000
MEDICAL EXAMS	3,536	7,996	2,800	2,500	5,000	2,500
MEDICARE	26,913	27,808	32,378	29,750	33,251	3,501
OVERTIME - OTHER	5,767	6,039	6,850	10,000	10,000	0
OVERTIME SALARIES	177,427	182,464	209,589	160,000	180,000	20,000
PART - TIME/TEMPORARY SALARIES	36,818	24,295	35,444	32,000	16,000	(16,000)
REGULAR SALARIES	1,722,263	1,860,496	2,104,176	2,019,691	2,277,199	257,508
RETIREMENT CONTRIBUTION	7,860	8,180	8,380	13,500	12,480	(1,020)
SOCIAL SECURITY	115,075	122,488	135,428	127,205	142,178	14,973
WORKERS COMP INSURANCE	95,226	87,954	56,886	50,000	58,490	8,490
WALTON ATHLETIC MEMBERSHIP	0	0	0	0	600	600
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	2,843,877	3,020,023	3,349,789	3,193,110	3,685,131	492,021
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	0	7,970	8,162	1,000	3,000	2,000
COMMUNICATIONS	37,418	35,079	43,444	47,500	47,500	0
CONTRACT LABOR	5,913	5,388	4,167	10,000	7,000	(3,000)
CUSTODIAL SVCS	0	7,200	7,200	8,200	8,500	300
DUES/FEES	3,208	4,511	8,469	8,000	10,000	2,000
ENVIRONMENTAL EXPENSE	0	0	50	0	0	0
EQUIPMENT RENTAL	0	2,079	2,111	2,400	2,400	0
EQUIPMENT RENTS / LEASES	0	563	0	1,500	2,500	1,000
EQUIPMENT REP & MAINT-OUTSIDE	2,488	1,715	2,117	5,300	7,000	1,700
EVENTS	0	0	0	0	3,000	3,000
FINES/LATE FEE	0	0	36	0	0	0
GENERAL LIABILITY INSURANCE	69,311	80,892	84,958	88,000	90,000	2,000
LICENSES	0	960	450	1,500	0	(1,500)
MAINTENANCE CONTRACTS	39,969	47,300	46,900	43,200	107,000	63,800
P O BOX RENTAL	0	0	214	300	400	100
PEST CONTROL	0	50	300	500	500	0
POSTAGE	0	306	1,961	1,000	2,500	1,500
PRINTING	0	565	510	0	2,000	2,000
PRISONER MEDICAL	0	0	0	5,000	5,000	0
PROFESSIONAL FEES	0	451	1,629	1,500	3,000	1,500
R & M BUILDINGS - OUTSIDE	0	0	532	0	10,000	10,000
SECURITY SYSTEMS	0	0	527	3,500	3,500	0
SOFTWARE	0	2,547	0	3,000	4,000	1,000
TRAINING & EDUCATION	27,214	32,293	31,834	20,000	25,000	5,000
TRAVEL EXPENSE	0	0	19,696	10,000	10,000	0
VEHICLE REP & MAINT-OUTSID	25,959	33,556	38,608	22,000	22,000	0
HOLIDAY EVENTS	0	0	135	0	0	0
I/T SVCS - WEB DESIGN, ETC.	0	0	2,072	3,800	3,800	0
INVESTIGATIVE SERVICES	0	0	7,415	5,000	10,000	5,000
VEHICLE RENTAL	0	0	9,388	0	0	0
VEHICLE TAG & TITLE FEE	0	0	48	0	500	500
PURCHASED/CONTRACTED SERVICES Total	211,480	263,423	322,933	292,200	390,100	97,900
SUPPLIES						
AMMO/QUALIFICATION	11,237	10,309	8,598	12,500	15,500	3,000
AUTO & TRUCK FUEL	88,798	97,183	135,609	130,000	150,000	20,000
AUTO PARTS	32,366	47,994	39,137	33,000	40,000	7,000
BOOKS & PERIODICALS	0	103	1,065	500	250	(250)
COMPUTER EQUIP NON-CAPITAL	0	7,488	4,536	5,000	26,600	21,600
DAMAGE CLAIMS	23,429	29,812	12,479	10,000	10,000	0
DNU - MISCELLANEOUS	828	0	0	0	0	0
EMPLOYEE RECOGNITION	0	0	680	0	2,000	2,000
EQUIPMENT PARTS	1,577	1,703	7,674	2,800	2,000	(800)
EXPENDABLE FLUIDS	1,600	831	1,988	1,800	1,800	0
FOOD	0	2,429	2,304	2,000	2,000	0
FURNITURE < 5,000	0	0	0	0	5,000	5,000
INVESTIGATION SUPPLIES	19,188	40,557	13,774	30,000	30,000	0
ISSUED EQUIPMENT	26,610	58,377	70,365	167,302	165,000	(2,302)
JANITORIAL SUPPLIES	3,403	1,908	3,258	4,500	2,500	(2,000)
K-9 OPERATIONS	743	1,294	7,568	5,000	7,000	2,000
OFFICE SUPPLIES & EXPENSES	28,224	28,976	21,836	21,500	21,500	0
R & M BUILDINGS - INSIDE	4,636	5,594	3,764	10,000	5,000	(5,000)
SAFETY/MEDICAL SUPPLIES	0	0	643	0	7,500	7,500
SMALL TOOLS & MINOR EQUIPMENT	221	42	4,396	5,000	2,500	(2,500)
SPONSORSHIPS/DONATIONS	6,893	2,051	10,125	2,000	2,000	0
TIRES	12,210	16,616	14,032	12,500	16,000	3,500
TRAINING MATERIALS - COM USE	0	0	11,384	7,000	5,000	(2,000)
UNIFORM EXPENSE	15,686	30,594	46,961	25,000	45,500	20,500
DONATION PURCHASES	0	4,464	3,441	250	0	(250)
VEHICLE R & M - INSIDE	0	0	3,704	0	0	0
SUPPLIES Total	277,649	388,326	429,319	487,652	564,650	76,998
POLICE Total	3,346,057	3,843,513	4,555,687	4,272,281	5,149,903	877,622

Police

Expenditures continued

WALTON PLAZA/POLICE						
EXPENDITURES						
	2016	2017	2018	2019	2020	2020 vs 2019
	ACTUALS	ACTUALS	ACTUALS	BUDGET	PROPOSED	BUDGET
WALTON PLAZA						
DEBT SERVICE						
CAPITAL LEASE INTEREST	0	0	44,639	42,483	40,314	(2,169)
CAPITAL LEASE PRINCIPAL	0	0	75,000	75,000	75,000	0
DEBT SERVICE Total	0	0	119,639	117,483	115,314	(2,169)
PURCHASED/CONTRACTED SERVICES						
R & M BUILDINGS - OUTSIDE	0	0	9,800	0	0	0
PURCHASED/CONTRACTED SERVICES Total	0	0	9,800	0	0	0
WALTON PLAZA Total	0	0	129,439	117,483	115,314	(2,169)

MUNICIPAL COURT						
EXPENDITURES						
	2016	2017	2018	2019	2020	2020 vs 2019
	ACTUALS	ACTUALS	ACTUALS	BUDGET	PROPOSED	BUDGET
MUNICIPAL COURT						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	7	25	25	25	0
GMEBS-RETIREMENT CONTRIBUTION	6,268	6,811	5,712	7,245	7,245	0
GROUP INS	10,058	9,571	10,663	9,000	22,350	13,350
MEDICAL EXAMS	0	101	0	0	0	0
MEDICARE	919	1,055	782	764	777	13
OVERTIME SALARIES	1,818	2,407	3,959	1,500	500	(1,000)
PROFESSIONAL FEES	0	150	7,147	0	0	0
REGULAR SALARIES	62,699	36,274	50,746	52,719	53,551	832
RETIREMENT CONTRIBUTION	0	0	0	0	0	0
SOCIAL SECURITY	3,928	1,851	3,382	3,269	3,320	51
TRAVEL EXPENSE	0	682	1,482	0	1,500	1,500
WORKERS COMP INSURANCE	0	0	0	0	1,500	1,500
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	85,689	58,908	83,899	74,522	90,768	16,246
PURCHASED/CONTRACTED SERVICES						
COMMUNICATIONS	350	527	696	1,000	1,000	0
CONSULTING - TECHNICAL	0	0	500	0	0	0
CONTRACT LABOR	0	500	0	0	500	500
DUES/FEES	0	15	2	0	200	200
EQUIPMENT RENTAL	0	29	27	30	30	0
INDIGENT DEFENSE	28,561	39,525	9,733	25,000	20,000	(5,000)
P O BOX RENTAL	0	0	198	200	235	35
TRAINING & EDUCATION	2,277	1,298	419	1,200	1,200	0
WITNESS FEES	1,130	740	220	1,000	1,000	0
PURCHASED/CONTRACTED SERVICES Total	32,318	42,634	11,795	28,430	24,165	(4,265)
SUPPLIES						
OFFICE SUPPLIES & EXPENSES	3,264	3,518	696	1,000	1,000	0
UNIFORM EXPENSE	101	278	90	300	300	0
SUPPLIES Total	3,365	3,796	786	1,300	1,300	0
MUNICIPAL COURT Total	121,372	105,338	96,480	104,252	116,233	11,981

Streets and Transportation

Overview

Mission Statement:

To provide the essential services to our citizens in a prompt, courteous, safe, efficient, and cost effective manner. The department, through its dedicated employees, strives to plan, build, maintain, and operate our public infrastructure in a sustainable manner which will preserve its assets for future generations.



Vision Statement:

To improve daily operations by encouraging continuous development in our customer service, infrastructure, and employee involvement.

Department Description

The Streets & Transportation Department maintains the City's streets, sidewalks, public facilities, traffic controls and signage, and right of ways. The department also operates an efficient fleet service center that services the entire fleet of the City.

Goals

- Continue to provide professional, effective, and timely services to all of our residents and businesses
- Continue to provide essential services while striving to become more efficient on a daily basis
- Continue safe work practices and strive for a "zero-loss" accident rate by following safety guidelines along with implementing new safety training methods
- Continue to enhance a working relationship with elected officials, the public, and each department within the municipality
- Continue a street resurfacing program through LMIG funding
- Implement a Pavement Preservation Program with third-party analysis and implement alternative methods of preservation in order to achieve a maximum life span of each roadway
- Continue to improve walkability within the City using the "Sidewalk Master Plan" as a reference guide

Streets & Transportation continued

- Maintain the Right of Way throughout the City in the most efficient way possible
- Maintain mandated levels of reflectivity on all signage throughout the City
- Continue to provide the proper services to assure a safe and well operating fleet throughout the City

STREETS & TRANSPORTATION EXPENDITURES

Y	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
STREETS & TRANSPORTATION						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
EQUIPMENT	6,000	5,889	14,010	10,000	10,000	0
MACHINERY	0	0	0	0	0	0
VEHICLES	0	38,265	0	0	0	0
CAPITAL OUTLAYS - MACHINERY & EQUIP Total	6,000	44,153	14,010	10,000	10,000	0
CAPITAL OUTLAYS - PROPERTY						
BUILDINGS	0	0	0	0	0	0
INFRASTRUCTURE	0	0	0	10,000	10,000	0
SITE IMPROVEMENTS	0	0	0	0	0	0
CAPITAL OUTLAYS - PROPERTY Total	0	0	0	10,000	10,000	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	591	527	530	530	0
GMEBS-RETIREMENT CONTRIBUTION	133,706	149,839	119,949	123,163	123,163	0
GROUP INS	223,965	210,555	220,899	153,000	198,350	45,350
MEDICAL EXAMS	170	2,982	1,244	1,000	1,000	0
MEDICARE	9,639	10,786	11,459	9,853	10,433	580
OVERTIME - OTHER	0	0	0	0	0	0
OVERTIME SALARIES	33,286	47,041	60,047	30,000	47,000	17,000
PART - TIME/TEMPORARY SALARIES	9,612	10,656	4,382	0	0	0
REGULAR SALARIES	645,137	723,241	763,519	679,538	719,509	39,971
REIMB SALARIES - CDBG	0	0	0	0	0	0
REIMB SALARIES - OTHER	0	0	(2,566)	0	0	0
REIMB SALARIES - SPLOST	(39,830)	0	0	0	0	0
REIMB SALARIES - SW	(2,056)	(34,891)	(21,091)	0	0	0
SOCIAL SECURITY	41,215	46,121	48,996	42,131	44,610	2,479
WORKERS COMP INSURANCE	38,620	115,265	867	0	1,500	1,500
WALTON ATHLETIC MEMBERSHIP	0	0	0	0	60	60
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	1,093,464	1,282,186	1,208,232	1,039,215	1,146,155	106,940
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	43	64	0	500	1,500	1,000
COMMUNICATIONS	3,739	3,723	3,025	5,400	5,400	0
CONSTRUCTION SERVICES	0	0	0	1,500	1,500	0
CONSULTING - TECHNICAL	0	0	0	1,400	2,000	600
CUSTODIAL SVCS	0	370	2,400	2,400	2,400	0
DUES/FEES	499	847	2,038	2,000	2,000	0
EQUIPMENT RENTAL	9,006	777	782	5,000	5,000	0
EQUIPMENT REP & MAINT-OUTSIDE	12,882	3,973	2,878	4,500	4,500	0
FINES/LATE FEE	0	0	121	0	0	0
GA DEPT REV FEES	0	900	900	900	1,500	600
GENERAL LIABILITY INSURANCE	12,799	12,892	13,470	15,000	15,000	0
LAWN CARE & MAINTENANCE	138	0	775	1,000	1,000	0
MAINTENANCE CONTRACTS	5,217	3,475	4,583	4,100	5,000	900
PEST CONTROL	0	13	80	84	100	16
POSTAGE	0	0	49	100	100	0
PRINTING	0	0	0	500	500	0
PROFESSIONAL FEES	0	9,950	10,905	100	5,000	4,900
R & M SYSTEM - OUTSIDE	0	0	(1,167)	1,000	1,000	0
RECYCLING	0	0	40	0	0	0
STREET REPAIRS & MAINT LMIG	113,466	0	0	0	0	0
TRAFFIC LIGHTS	625	2,765	10,693	5,000	5,000	0
TRAINING & EDUCATION	3,103	2,695	4,426	5,000	5,000	0
VEHICLE REP & MAINT-OUTSID	4,306	2,075	698	5,000	5,000	0
I/T SVCS - WEB DESIGN, ETC.	0	0	685	500	500	0
VEHICLE TAG & TITLE FEE	0	0	3	0	0	0
SHIPPING/FREIGHT	0	0	0	0	0	0
PURCHASED/CONTRACTED SERVICES Total	165,822	44,520	57,383	60,984	69,000	8,016

Streets & Transportation

Expenditures continued

STREETS & TRANSPORTATION EXPENDITURES						
	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
SUPPLIES						
AUTO & TRUCK FUEL	29,462	31,358	45,316	52,000	50,000	(2,000)
AUTO PARTS	8,046	7,750	19,968	15,000	12,000	(3,000)
CHEMICALS/PESTICIDES	741	1,281	1,811	3,500	4,000	500
COMPUTER EQUIP NON-CAPITAL	0	0	499	0	4,000	4,000
CONSTRUCTION MATERIALS	16,164	6,307	8,419	16,000	15,000	(1,000)
DAMAGE CLAIMS	344	4,905	160	1,000	1,000	0
DNU - MISCELLANEOUS	2,272	375	0	0	0	0
EQUIPMENT PARTS	39,243	23,871	35,428	30,000	25,000	(5,000)
EXPENDABLE FLUIDS	6,758	5,828	8,431	6,500	6,500	0
FOOD	0	0	242	500	500	0
HAND TOOLS	4,255	7,830	6,612	5,000	5,000	0
JANITORIAL SUPPLIES	12,780	14,459	17,056	17,000	15,000	(2,000)
OFFICE SUPPLIES & EXPENSES	8,355	6,446	3,810	3,500	3,500	0
R & M BUILDINGS - INSIDE	0	0	2,650	0	500	500
R/W REPAIRS & MAINT INSIDE	13,656	1,400	7,106	12,000	10,000	(2,000)
SAFETY/MEDICAL SUPPLIES	4,771	4,483	5,717	8,000	8,000	0
SIGNAGE & MATERIALS	8,534	7,876	11,197	10,000	12,000	2,000
SMALL TOOLS & MINOR EQUIPMENT	1,876	1,921	6,743	10,000	10,000	0
STREET LIGHTS	0	0	23,232	25,000	20,000	(5,000)
STREET REPAIRS & MAINT INSIDE	3,917	4,048	3,477	4,000	6,000	2,000
STREET SUPPLIES	4,023	6,817	6,981	8,500	8,500	0
TIRES	7,105	7,472	9,085	6,000	9,000	3,000
UNIFORM RENTAL	8,784	11,765	10,905	14,100	14,000	(100)
SIDEWALK R & M - INSIDE	0	0	0	0	0	0
UNIFORM EXPENSE	401	282	1,482	1,000	1,000	0
SUPPLIES Total	181,487	156,475	236,327	248,600	240,500	(8,100)
STREETS & TRANSPORTATION Total	1,446,772	1,527,334	1,515,952	1,368,799	1,475,655	106,856
TOTAL EXPENDITURES	1,446,772	1,527,334	1,515,952	1,368,799	1,475,655	106,856

OTHER GOVERNMENTAL FUNDS

Other Governmental Funds Overview

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trust or major capital projects) that are legally restricted to expenditures for specified purposes. The City of Monroe utilizes the following Special Revenue Funds:

Confiscated Assets Fund – This fund is used to account for the City’s share of monies that have been forfeited through the court system and are restricted for law enforcement purposes.

Hotel/Motel Tax Fund – This fund is used to account for hotel/motel taxes collected and are restricted for the promotion of trade and tourism in the City.

G.O. Debt Service Fund

A fund established to account for the accumulation of resources for, and payment of the City’s long-term debt principal and interest.

Capital Projects Funds

A fund used to account for financial resources used for the acquisition or construction of major capital equipment or facilities other than those financed by proprietary funds.

SPLOST Fund – This fund is used to account for the special local option sales tax collected and used for specific purposes. This tax must be approved by a majority of the qualified voters of Walton County. This is our third SPLOST which will be in place years 2019-2024. This additional 1% will start in 2019 and will end December 2024. The City’s portion of SPLOST is negotiated and agreed upon with Walton County through an inter-governmental agreement.

**CONFISCATED ASSETS FUND OPERATING BUDGET SUMMARY
REVENUES, EXPENDITURES AND OTHER SOURCES AND USES SUMMARY**

REVENUE	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
FINES AND FORFEITURES	33,970	27,510	39,022	40,000	40,000	0
TOTAL REVENUE	33,970	27,510	39,022	40,000	40,000	0

DEPARTMENT	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
POLICE / JUDICIAL	60,089	34,120	23,642	40,000	40,000	0
TOTAL EXPENDITURES	60,089	34,120	23,642	40,000	40,000	0
USE OF CASH RESERVES						
EXCESS/(DEFICIENCY) OF REVENUE & OTHER SOURCES OVER EXPENDITURES	(26,119)	(6,610)	15,380	0	0	0

CONFISCATED ASSETS FUND REVENUE

Row Labels	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
CONDEMNED FUNDS	12,536	20,751	11,840	12,000	12,000	0
CONDEMNED FUNDS - DEA	21,434	6,759	27,182	28,000	28,000	0
TOTAL REVENUE	33,970	27,510	39,022	40,000	40,000	0

CONFISCATED ASSETS FUND EXPENDITURES

Row Labels	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
CAPITAL OUTLAYS - MACHINERY & EQUIP	0	0	0	0	0	0
VEHICLES	0	0	0	0	0	0
CAPITAL OUTLAYS - PROPERTY	0	0	0	0	0	0
SITE IMPROVEMENTS	0	0	0	0	0	0
PURCHASED/CONTRACTED SERVICES	24,649	12,174	9,050	13,000	11,500	(1,500)
ANTI-DRUG ADVERTISING	0	0	0	0	0	0
COMMUNICATIONS	0	1,769	2,455	2,500	2,500	0
COURT FEES	0	1,860	2,330	1,500	2,000	500
EVENTS	0	0	1,925	0	0	0
TRAINING & EDUCATION	24,649	8,545	2,340	9,000	7,000	(2,000)
SUPPLIES	35,440	21,946	14,592	27,000	28,500	1,500
DNU - MISCELLANEOUS	26,886	8,326	0	0	0	0
INVESTIGATION SUPPLIES	0	1,100	4,800	2,000	2,500	500
ISSUED EQUIPMENT	8,555	12,520	0	15,000	15,000	0
K-9 OPERATIONS	0	0	0	10,000	11,000	1,000
OFFICE SUPPLIES & EXPENSES	0	0	9,792	0	0	0
TOTAL EXPENDITURES	60,089	34,120	23,642	40,000	40,000	0
EXCESS/(DEFICIENCY) OF REVENUE & OTHER SOURCES OVER EXPENDITURES	(26,119)	(6,610)	15,380	0	0	0

HOTEL/MOTEL FUND OPERATING BUDGET SUMMARY

REVENUES, EXPENDITURES AND OTHER SOURCES AND USES SUMMARY

REVENUE	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
TAXES	42,504	46,052	43,993	43,000	43,000	0
TOTAL REVENUE	42,504	46,052	43,993	43,000	43,000	0

DEPARTMENT	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
GENERAL GOVERNMENT	47,679	45,711	42,896	43,000	43,000	0
TOTAL EXPENDITURES	47,679	45,711	42,896	43,000	43,000	0
USE OF CASH RESERVES						
EXCESS/(DEFICIENCY) OF REVENUE & OTHER SOURCES OVER EXPENDITURES	(5,175)	340	1,097	0	0	0

HOTEL/MOTEL FUND REVENUE

Row Labels	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
PEN & INT ON DELINQUENT TAXES	0	68	0	0	0	0
TAXES	42,504	45,983	43,993	43,000	43,000	0
TOTAL REVENUE	42,504	46,052	43,993	43,000	43,000	0

HOTEL/MOTEL FUND EXPENDITURES

Row Labels	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
OTHER COSTS	47,679	45,711	42,896	43,000	43,000	0
CONVENTION VISITORS BUREAU	47,679	45,711	42,896	43,000	43,000	0
TOTAL EXPENDITURES	47,679	45,711	42,896	43,000	43,000	0
USE OF CASH RESERVES						
EXCESS/(DEFICIENCY) OF REVENUE & OTHER SOURCES OVER EXPENDITURES	(5,175)	340	1,097	0	0	0

G. O. BOND FUND REVENUE

Row Labels	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
OPERATING TRANSFERS IN	3,354,150	842,724	862,140	881,888	0	(881,888)
TOTAL REVENUE	3,354,150	842,724	862,140	881,888	0	(881,888)

G. O. BOND FUND EXPENDITURES

Row Labels	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
ADVANCE REFUNDING ESCROW	2,478,307	0	0	0	0	0
BOND PREPAYMENT PENALTIES	0	0	0	0	0	0
GO BOND PRINCIPAL	700,000	810,000	835,000	868,000	0	(868,000)
GO BOND-INTEREST	141,150	32,725	27,140	13,888	0	(13,888)
ISSUANCE COSTS	34,693	0	0	0	0	0
TOTAL EXPENDITURES	3,354,150	842,725	862,140	881,888	0	(881,888)
USE OF CASH RESERVES						
EXCESS/(DEFICIENCY) OF REVENUE & OTHER SOURCES OVER EXPENDITURES	0	(1)	0	0	0	0

SPLOST FUND OPERATING BUDGET SUMMARY
REVENUES, EXPENDITURES AND OTHER SOURCES AND USES SUMMARY

REVENUE	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
FUND BALANCE	0	0	0	545,000	757,905	212,905
INTERGOVERNMENTAL	183,541	324,580	2,265,180	1,461,827	1,900,000	438,173
INVESTMENT INCOME	0	3,451	3,781	0	2,200	2,200
OTHER FINANCING SOURCES	0	0	1,380,834	0	0	0
TAXES	1,481,805	1,577,257	0	0	0	0
TOTAL REVENUE	1,665,346	1,905,289	3,649,795	2,006,827	2,660,105	653,278
DEPARTMENT	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
BLDGS & GROUNDS	0	0	0	438,548	0	(438,548)
FIRE	156,385	0	0	10,000	0	(10,000)
GENERAL GOVERNMENT	50,593	169,166	925,952	105,000	1,565,655	1,460,655
OTHER FINANCING USES	0	0	1,380,834	0	0	0
POLICE / JUDICIAL	151,444	0	0	95,000	66,260	(28,740)
SOLID WASTE & RECYCLING	146,486	232,689	0	310,000	350,000	40,000
STREETS & TRANSPORTATION	690,340	524,344	2,832,930	1,048,279	678,190	(370,089)
TOTAL EXPENDITURES	1,195,248	926,199	5,139,715	2,006,827	2,660,105	653,278
EXCESS/(DEFICIENCY) OF REVENUE & OTHER SOURCES OVER EXPENDITURES	470,098	979,090	(1,489,921)	0	0	0

SPLOST FUND REVENUE

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
FUND BALANCE	0	0	0	545,000	757,905	212,905
FUND BALANCE	0	0	0	545,000	757,905	212,905
INTERGOVERNMENTAL	183,541	324,580	2,265,180	1,461,827	1,900,000	438,173
FEDERAL GRANTS	183,541	0	162,639	0	0	0
LCI GRANT	0	15,782	223,495	0	0	0
STATE GRANTS REC'D	0	160,537	0	0	0	0
WALTON CO SPLOST 2013 REVENUE	0	0	1,798,437	0	0	0
STATE GRANTS REC'D	0	148,261	0	0	0	0
WALTON CO SPLOST 2019 REVENUE	0	0	0	1,461,827	1,900,000	438,173
FED GRANT - AIRPORT	0	0	76,898	0	0	0
STATE GRANTS - AIRPORT	0	0	3,711	0	0	0
INVESTMENT INCOME	0	3,451	3,781	0	2,200	2,200
INTEREST REVENUES	0	3,451	3,781	0	2,200	2,200
OTHER FINANCING SOURCES	0	0	1,380,834	0	0	0
OPERATING TRANSFERS IN	0	0	1,380,834	0	0	0
TAXES	1,481,805	1,577,257	0	0	0	0
SPLOST 2013 TAXES	1,481,805	1,577,257	0	0	0	0
TOTAL REVENUE	1,665,346	1,905,289	3,649,795	2,006,827	2,660,105	653,278

SPLOST FUND EXPENDITURES

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
CAPITAL OUTLAYS - INFRASTRUCTURE						
INFRASTRUCTURE - AIRPORT	0	(50,343)	0	0	0	0
CAPITAL OUTLAYS - INFRASTRUCTURE Total	0	(50,343)	0	0	0	0
CAPITAL OUTLAYS - MACHINERY & EQUIP						
EQUIPMENT	0	120,889	0	0	0	0
EQUIPMENT - FIRE	41,230	0	0	10,000	0	(10,000)
EQUIPMENT - STREETS	14,073	0	0	130,000	63,000	(67,000)
EQUIPMENT - SW COLLECTION	0	0	0	310,000	350,000	40,000
VEHICLES	37,344	0	0	0	0	0
CAPITAL OUTLAYS - MACHINERY & EQUIP Total	92,647	120,889	0	450,000	413,000	(37,000)
CAPITAL OUTLAYS - PROPERTY						
CONSTRUCTION IN PROGRESS	0	0	0	0	885,155	885,155
INFRASTRUCTURE - AIRPORT	50,343	98,440	925,772	0	0	0
INFRASTRUCTURE - STREETS	462,649	164,027	2,586,931	768,279	342,845	(425,434)
SITE IMPROVEMENTS	0	0	0	0	180,500	180,500
CAPITAL OUTLAYS - PROPERTY Total	512,992	262,467	3,512,703	768,279	1,408,500	640,221
DEBT SERVICE						
CAPITAL LEASE INTEREST	4,809	0	0	0	9,419	9,419
CAPITAL LEASE PRINCIPAL	261,791	0	0	95,000	56,841	(38,159)
DEBT SERVICE Total	266,599	0	0	95,000	66,260	(28,740)
OTHER FINANCING USES						
TRANSFERS OUT - OTHER FUNDS	137,651	232,689	1,380,834	0	0	0
OTHER FINANCING USES Total	137,651	232,689	1,380,834	0	0	0
PURCHASED/CONTRACTED SERVICES						
CONSULTING - BY-PASS	64,035	86,200	0	0	0	0
DUES/FEES	0	180	180	0	0	0
PROFESSIONAL FEES	250	0	0	0	0	0
SIDEWALK REPAIRS & MAINT OUTSIDE	0	0	10,000	50,000	45,000	(5,000)
STREET R & M - OUTSIDE	0	0	5,577	0	0	0
PURCHASED/CONTRACTED SERVICES Total	64,285	86,380	15,757	50,000	45,000	(5,000)
SUPPLIES						
EQUIPMENT < 5,000	0	2,615	0	0	0	0
PARKS & GROUNDS R&M INSIDE	0	0	0	438,548	0	(438,548)
STREET REPAIRS & MAINT INSIDE	121,074	271,501	230,421	100,000	227,345	127,345
SUPPLIES Total	121,074	274,116	230,421	538,548	227,345	(311,203)
INFRASTRUCTURE - AIRPORT						
INFRASTRUCTURE - AIRPORT	0	0	0	105,000	500,000	395,000
INFRASTRUCTURE - AIRPORT Total	0	0	0	105,000	500,000	395,000
TOTAL EXPENDITURES	1,195,248	926,199	5,139,715	2,006,827	2,660,105	653,278
USE OF CASH RESERVES						
EXCESS/(DEFICIENCY) OF REVENUE & OTHER SOURCES OVER EXPENDITURES	470,098	979,090	(1,489,921)	0	0	0

ENTERPRISE FUNDS

COMBINED UTILITIES FUND

Revenues and Rates

Funding for the Combined Utilities Fund is provided primarily by user fees. The operating revenues provide funding for the operating and maintenance expenses of the utility, routine repairs and maintenance and debt service on all existing debt connected to utilities.

Ten percent (10%) of the gross revenue received per month from the operation of the system is placed in a reserve fund that is kept separate from other funds. The money in this fund is used for expansion or major maintenance and repair of the system. Additionally, a minimum of five percent (5%) of the gross revenue is paid to the General Fund of the City.

The City of Monroe Combined Utility provides electric, natural gas, sewer, cable, internet and phone services to customers primarily within the City limits. The City has an adequate supply of water, electric and gas to meet the needs of Monroe's expected demand for the next 15-20 years.

Electric System

The electric utility of the City, with 185 miles of electric distribution lines, is substantially confined to an area within or near the corporate City limits of Monroe and customers therein needing electric service must take such service from the City. An exception exists if it is a new customer and the load is expected to exceed 9MW. A new customer whose load exceeds 9 MW falls under the Georgia Customer Choice regulation. This regulation allows the customer to take bids and then contract for their electric service. Under this regulation, the City can likewise provide electric service to customers outside of, but strategically near their service territory. The City purchases nearly all of its electricity through the Municipal Electric Authority of Georgia (MEAG). Planning for generating capacity and/or power purchases to serve the City's electric load is also provided by MEAG Power. This arrangement serves to reduce the risk of adding incremental generating capacity as well as the risk of losing a large customer to individual MEAG Power participants such as the City.

Natural Gas System

Natural gas service is provided within the corporate limits of the City as well as in some areas of Walton County. In 1987, the City, along with 62 other

municipally-owned natural gas systems in the State of Georgia, began purchasing gas from the Municipal Gas Authority of Georgia (MGAG). The City's natural gas system consists primarily of two delivery stations and approximately 146 miles of natural gas distribution lines. The City's two delivery stations are connected to the Transcontinental Gas Pipe Line Corporation.

Water System

The City's raw water supply facilities originate with raw water intake from the Alcovy River at the River Intake Pump Station located immediately upstream of Georgia Highway 78. In addition to its raw water intake from the Alcovy River, the City owns the John T. Briscoe, Jr. Raw Water Reservoir (Briscoe Reservoir) which increases its total raw water supply capacity to be 795 million gallons.

The City has the ability to pump raw water from either or both of its raw water sources to its water treatment plant. The water portion of the City system is under the jurisdiction of The Georgia Environmental Protection Division (Georgia EPD). The Georgia EPD has approved a reliable raw water yield from the City's current raw water sources of 10 MGD (maximum daily withdrawal). The City has consistently met all requirements set forth by the Georgia EPD as to water quality.

The City's Water Treatment Plant (WTP) is located within the City's corporate limits. The WTP is a 10-MGD microfiltration system. The City currently operates and maintains over 235 miles of water lines in its distribution system varying in diameter up to 24 inches. Three water storage tanks, with a total storage volume of 1.5 million gallons, are located throughout the City's distribution system to help satisfy peak water demands and fire protection requirements.

Sewer System

The Jack's Creek Wastewater Treatment plant (WWTP) is a 3.4-MGD trickling filter plant that provides secondary treatment capable of handling peak flows of 9.5 MGD. The sewerage collection system primarily serves areas inside and adjacent to the corporate City limits. This collection system includes approximately 140 miles of sewer lines and 7 lift stations.

COMBINED UTILITIES FUND OPERATING BUDGET SUMMARY
REVENUES, EXPENSES AND OTHER SOURCES AND USES SUMMARY

REVENUE	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
CHARGES FOR SERVICES	37,603,830	37,208,320	40,248,287	38,918,120	41,262,339	2,344,219
CONTRIBUTIONS AND DONATIONS	43,351	41,862	109,380	0	0	0
INTERGOVERNMENTAL	0	0	535,462	750,000	0	(750,000)
INVESTMENT INCOME	175,847	1,165,069	2,290,140	200,000	350,000	150,000
MISCELLANEOUS	1,740	15,186	44,192	0	0	0
OTHER FINANCING SOURCES	49,625	218,471	1,607	1	0	(1)
TOTAL REVENUE	37,874,393	38,648,909	43,229,069	39,868,121	41,612,339	1,744,218

DEPARTMENT	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
ELECTRIC AND TELECOMMUNICATIONS	21,976,001	22,964,508	25,743,427	26,360,203	25,792,598	(567,605)
UTILITY ADMINISTRATION AND FINANCE	7,979	317,976	298,977	0	1,063,293	1,063,293
WATER, SEWER, GAS & GUTA	11,493,355	10,826,203	12,010,479	13,507,919	14,756,448	1,248,529
TOTAL EXPENDITURES	33,477,335	34,108,687	38,052,883	39,868,122	41,612,339	1,744,217
USE OF CASH RESERVES						
EXCESS/(DEFICIENCY) OF REVENUE & OTHER SOURCES OVER EXPENDITURES	4,397,058	4,540,221	5,176,185	(1)	0	1



Water



Gas



Electricity

COMBINED UTILITIES FUND
REVENUE DETAIL

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
CHARGES FOR SERVICES	37,603,830	37,208,320	40,248,287	38,918,120	41,262,339	2,344,219
ELECTRIC METERED SALES	18,036,587	17,467,915	19,204,019	18,100,000	19,000,000	900,000
ELECTRIC MISC REVENUES	50,241	131,479	126,249	50,000	50,000	0
ELECTRIC OPERATING REVENUES	459,036	496,480	495,812	450,000	475,000	25,000
FIBER REVENUES	390,558	474,808	538,113	475,000	530,000	55,000
GAS METERED SALES	3,108,495	3,131,132	3,892,954	3,511,433	3,563,289	51,856
GAS MISC REVENUES	1,030	1,998	189	1,000	1,000	0
GAS TAP FEES	22,424	21,800	28,425	18,750	50,000	31,250
GUTA	120,078	119,826	147,428	80,000	130,000	50,000
INTERNET/DATA REVENUES	1,592,935	1,772,500	1,996,751	1,900,000	2,300,000	400,000
MEAG REBATE	580,448	705,858	443,115	400,000	200,000	(200,000)
MGAG REBATE	100,170	95,505	91,524	97,957	111,840	13,883
SEWAGE OTHER OPER REVENUES	19,870	29,780	54,970	30,000	40,000	10,000
SEWAGE TREATMENT REVENUES	3,810,601	3,855,663	3,936,605	3,900,000	4,000,000	100,000
SEWERAGE TAP FEES	145,000	103,500	165,000	137,500	800,000	662,500
TELEPHONE REVENUES	359,934	354,605	347,135	350,000	340,000	(10,000)
UTIL GENERAL CUST ACCOUNT FEES	794,089	684,107	775,954	650,000	775,000	125,000
WATER METERED SALES	4,825,270	4,720,803	4,861,486	4,800,000	5,100,000	300,000
WATER MISC REVENUES	60,802	63,680	110,348	63,480	60,210	(3,270)
WATER OPERATING REVENUES	16,686	15,440	20,265	16,000	16,000	0
WATER TAP FEES	181,775	139,600	240,250	150,000	380,000	230,000
SEWAGE MISC REVENUES	0	0	4,000	0	0	0
CATV REVENUES	2,767,106	2,674,204	2,627,467	3,600,000	3,200,000	(400,000)
CATV OPERATING REVENUES	25,473	23,947	21,849	22,000	20,000	(2,000)
CATV MISC REVENUES	135,222	123,689	118,379	115,000	120,000	5,000
CONTRIBUTIONS AND DONATIONS	43,351	41,862	109,380	0	0	0
CONTRIBUTED CAP - ELECTRIC	43,351	0	109,380	0	0	0
CONTRIBUTED CAP - GAS	0	6,970	0	0	0	0
CONTRIBUTED CAP - OTHER UTILITY	0	34,892	0	0	0	0
INTERGOVERNMENTAL	0	0	535,462	750,000	0	(750,000)
FEDERAL DISASTER RELIEF FUNDS	0	0	35,462	0	0	0
FED GRANT CDBG2016	0	0	500,000	0	0	0
FED GRANT CDBG2018	0	0	0	750,000	0	(750,000)
INVESTMENT INCOME	175,847	1,165,069	2,290,140	200,000	350,000	150,000
INTEREST REVENUES - UTILITY	175,847	265,069	388,841	200,000	350,000	150,000
PARTICIPANT CONTRIBUTION	0	900,000	1,901,299	0	0	0
MISCELLANEOUS	1,740	15,186	44,192	0	0	0
OTHER	790	0	0	0	0	0
OTHER - UTILITY	950	15,186	29,708	0	0	0
REIMBURSE FOR DAMAGED PROP - ELECTRIC	0	0	14,484	0	0	0
OTHER FINANCING SOURCES	49,625	218,471	1,607	1	0	(1)
ADMIN ALLOC - CATV	0	143,109	199,617	140,080	225,000	84,920
ADMIN ALLOC - ELECTRIC	0	451,163	505,459	361,556	225,000	(136,556)
ADMIN ALLOC - GAS	0	96,525	121,230	91,469	225,000	133,531
ADMIN ALLOC - OTHER	0	(1,014,237)	(1,194,740)	(850,000)	(1,125,000)	(275,000)
ADMIN ALLOC - SEWER	0	140,523	163,739	113,407	225,000	111,593
ADMIN ALLOC - WATER	0	182,918	204,695	143,489	225,000	81,511
OPERATING TRANSFERS IN	0	218,913	0	0	0	0
SALE OF ASSETS - ELECTRIC	0	4,721	261	0	0	0
SALE OF ASSETS - GAS	16,398	0	0	0	0	0
SALE OF ASSETS - GENERAL	7,187	(6,272)	227	0	0	0
SALE OF ASSETS - SEWAGE	9,010	0	921	0	0	0
SALE OF ASSETS - WATER	17,030	1,110	198	0	0	0
TOTAL REVENUE	37,874,393	38,648,909	43,229,069	39,868,121	41,612,339	1,744,218

Full Time Utility Fund Positions

	2016 FTEs	2017 FTEs	2018 FTEs	2019 FTEs	2020 FTEs
Building & Grounds	1	1	1	1	1
GROUNDS & FACILITIES TECH	1	1	1	1	1
GUTA	2	2	2	2	2
GUTA TRAINER	2	2	2	2	2
Utility-Admin ETC	1	2	2	2	2
DIRECTOR OF ELECTRIC & TELECOMMUNICATION	1	1	1	1	1
UTILITIES ADMIN ASST		1	1	1	1
Utility-Admin WSG	1	2	2	2	2
DIRECTOR OF WATER & GAS	1	1	1	1	1
FIELD PROJECT SUPERVISOR		1	1	1	1
Utility-CATV	5	5	6	6	6
CATV FOREMAN	1	1	1	1	1
CATV INSTALLER	1	1	1	1	1
CATV TECH	3	3	4	4	4
Utility-Customer Service	18	18	19	19	20
CALL CENTER TECH	4	4	4	4	4
CITY CLERK	1	1	1	1	1
CUSTOMER SERVICE MANAGER	1	1	1	1	1
FIELD SERVICE TECH	4	4	4	4	4
CASHIER	5	5	5	5	5
ACCOUNTING TECH	1	1	1	1	1
CUSTOMER SERVICE REP	2	2	2	2	3
RECEPTIONIST-CITY HALL			1	1	1
Utility-Electric	14	14	14	14	14
CONSTRUCTION FOREMAN	1	1	1	1	1
ELECTRIC EQUIPMENT OPERATOR	1	1	1	1	1
ELECTRIC FOREMAN	1	1	1	1	1
ELECTRIC OPERATIONS MANAGER	1	1	1	1	1
JOURNEY LINEMAN	2	2	2	2	2
LEAD LINEMAN	5	5	5	5	5
LINEMAN	1	1	1	1	1
UTILITIES LOCATE TECH	1	1	1	1	1
APPRENTICE LINEMAN	1	1	1	1	1
Utility-Finance	4	4	6	6	7
ASST FINANCE DIRECTOR	1	1	1	1	1
CITY ADMINISTRATOR 50%	0.5	0.5	0.5	0.5	0.5
FINANCE DIRECTOR 50%	0.5	0.5	0.5	0.5	0.5
FINANCE STAFF ASST	1	1	1	1	1
HR DIRECTOR			1	1	1
HR SPECIALIST	1	1	1	1	1
HR/FINANCE ASST			1	1	1
KEY ACCOUNTS POSITION					1
Utility-Natural Gas	7	7	7	8	10
NATURAL GAS FOREMAN	1	1	1	1	1
NATURAL GAS SERVICEMAN	6	6	6	6	7
UTILITIES LOCATE TECH					1
REGULATORY COMPLIANCE				1	1

Full Time Utility Fund Positions Continued

	2016 FTEs	2017 FTEs	2018 FTEs	2019 FTEs	2020 FTEs
Utility-Sewage Collection	6	6	6	7	8
WASTEWATER FOREMAN	1	1	1	1	1
WASTEWATER SERVICEMAN	4	4	4	4	5
UTILITY INSPECTOR	1	1	1	1	1
CCTV/I&I TECHNICIAN				1	1
Utility-Sewage Treatment Plant	7	7	7	6	6
WWTP APPRENTICE	2	2	1	1	1
WWTP MANAGER	1	1	1	1	1
WWTP OPERATOR II	2	2	3	2	2
WWTP OPERATOR III	1	1	1	1	1
PUMP/LIFE STATION MECHANIC	1	1	1	1	1
Utility-Stormwater	3	3	4	6	6
STORMWATER TECH	3	3	4	6	6
Utility-Telecom & Internet	3	3	2	4	4
COMP NETWORK/INTERNET SPEC	1	1	1	1	1
NETWORK ENGINEER				1	1
SR NETWORK ENGINEER	1	1		1	1
TELECOM OPERATIONS MANAGER	1	1	1	1	1
Utility-Utility Billing	4	4	4	4	4
UTILITY BILLING CLERK	3	3	3	3	3
UTILITY BILLING SUPERVISOR	1	1	1	1	1
Utility-Water Distribution System	7	9	9	9	9
WATER DISTRIBUTION FIELD SERVICE SPECIALIST		1	1	1	1
WATER FOREMAN	1	1	1	1	1
WATER LEAK DETECTION TECH		1	1	1	1
WATER SERVICEMAN	6	6	6	6	6
Utility-Water Treatment Plant	4	4	6	8	9
WATER TREATMENT OPERATOR III				1	1
WTP APPRENTICE			2	2	2
WTP LAB ANALYST			1	1	1
WTP OPERATOR I	1	1	1	1	1
WTP OPERATOR II	2	2	1	2	2
WTP TRAINEE					1
WTP SUPERVISOR/WTP OPERATOR I	1	1	1	1	1
Utility-Central Services	4	4	6	8	8
CENTRAL SERVICES MANAGER			1	1	1
GENERAL LABORER	1	1	2	2	2
PARKS MANAGER				1	1
PURCHASING AGENT	1	1	1	1	1
SYSTEM TECH/IT	1	1	1	1	1
SYSTEMS IT				1	1
QUALITY CONTROL COORDINATOR	1	1	1	1	1
Grand Total	91	95	103	112	118

ELECTRIC RATES

(Effective March 2012)

RESIDENTIAL

	<u>Summer (May - October)</u>	<u>Winter (November - April)</u>
Base Charge	\$10.00	\$10.00
First 700 KWH	\$ 0.09 per kWh	\$ 0.09 per kWh
Over 700 KWH	\$ 0.128 per kWh	\$ 0.078 per kWh

Plus Applicable Power Cost Adjustment and Applicable Sales Tax

Minimum Bill \$10.00 plus Applicable Sales Tax

COMMERCIAL NON DEMAND

Applicable to non-residential service where average monthly energy consumption is less than 3,000 kilowatt hours, based on the most recent 12 months' data in January each year.

	<u>Summer (May - October)</u>	<u>Winter (November - April)</u>
Base Charge	\$16.00	\$16.00
All kWh	\$ 0.155 per kWh	\$ 0.125 per kWh

Plus Applicable Power Cost Adjustment and Applicable Sales Tax

Minimum Bill \$16.00 plus Applicable Sales Tax

COMMERCIAL DEMAND

Applicable to all commercial or industrial electric service where the average monthly consumption is greater than or equal to 3,000 kilowatt hours and the maximum monthly demand is less than 1,000 kilowatts.

Base Charge	\$35.00
Demand Charge	\$ 2.50 per kW

Energy Charges:

First 200 kWh per kW of Billing Demand:

First 3,000 kWh	\$0.125 per kWh
Next 7,000 kWh	\$0.117 per kWh
Next 90,000 kWh	\$0.109 per kWh
Next 100,000 kWh	\$0.101 per kWh

Next 200 kWh per kW of Billing Demand	\$0.053 per kWh
Over 400 kWh per kW of Billing Demand	\$0.047 per kWh

Plus Applicable Power Cost Adjustment and Applicable Sales Tax

Minimum Bill \$35.00 per meter plus \$8.00 per kW of billing demand plus applicable Sales Tax

INDUSTRIAL

Applicable to all commercial or industrial electric service where maximum monthly demand exceeds 1,000 kilowatts.

Base Charge	\$100.00
Demand Charge	\$ 8.00 per kW

Energy Charges:

All consumption kWh not greater than 200 hours times the demand:

First 200,000 kWh	\$ 0.07 per kWh
Over 200,000 kWh	\$ 0.06 per kWh

All consumption kWh in excess of 200 hours and not greater than

400 hours times the billing demand \$ 0.048 per kWh

All consumption kWh in excess of 400 hours times the demand

\$ 0.042 per kWh

Plus Applicable Power Cost Adjustment and Applicable Sales Tax

Minimum Bill \$100.00 per meter plus \$8.00 per kW of billing demand plus applicable Sales Tax

CHURCH

Applicable to all buildings and facilities owned and solely used by religious institutions and led by licensed members of the clergy. Buildings and facilities used for weekday afternoon educational, preschool and/or recreational purposes may, at the sole option of the City of Monroe, be billed under the otherwise appropriate commercial rate schedule. At the option of high load factor religious institutional accounts, service under the commercial demand tariff may be selected in lieu of this tariff.

Base Charge	\$10.00
All kWh	\$ 0.088 per kW

Plus Applicable Power Cost Adjustment and Applicable Sales Tax

Minimum Bill \$10.00 plus Applicable Sales Tax

CITY GOVERNMENT

Applicable to all aspects of the government of the City of Monroe.

All kWh	\$ 0.08 per kW
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SECURITY LIGHTS

<u>TYPE</u>	<u>RATE</u>
100 Watt HPS	\$10.00
150 Watt HPS	\$10.00
150 Watt HPS (ornamental)	\$12.00
175 Watt MV	\$10.00
250 Watt HPS	\$16.00
400 Watt HPS	\$20.00
400 Watt MH	\$32.00
1000 Watt MH	\$45.00

Plus Applicable Sales Tax

- Add-ons: \$3.00/month for New Pole
\$3.00/month for Underground

(Light must be located within 50 feet of the transformer or meter base, with no exceptions.)

CABLE TELEVISION RATES

PROGRAMMING

MONTHLY FEES

Basic Cable	\$18.28
Basic & Expanded Basic Cable	\$56.40
Digital Non-DVR Cable Service	\$72.10
Digital DVR Cable Service	\$77.10
Cable Programming Fee	\$20.00*

*programming fee for each cable service

Showtime	\$14.65 ¹
Cinemax	\$14.65 ¹
HBO	\$14.65
STARZ Super Pak (Starz, Encore, WAM)	\$14.65

¹ If purchased with HBO \$12.55

Additional HD DVR	\$9.95
Additional HD Non-DVR	\$6.95
Additional SD Non-DVR	\$4.95
Static IP Address	\$5.00

CATV INSTALLATION CHARGES

Un-wired Home	\$55.00 includes one outlet - Each Additional (same trip)	\$15.00
Pre-wired Home	\$55.00 includes one outlet - Each Additional (same trip)	\$15.00
Additional Outlet (different trip)	\$25.00 for 1 st outlet	
	\$15.00 for each additional outlet	
Relocate Outlet	\$25.00 for 1 st outlet	
	\$15.00 for each additional outlet	
Premium Channel Addition	\$10.00 for one channel	
Upgrade of Service Fee (basic to expanded basic)		\$10.00
Cable Reconnect-Office Fee		\$20.00
Trip Charge for customer-caused problems		\$35.00 plus materials
Modem Rental Fee		\$2.00 per month

INTERNET SERVICE RATES

<u>Download/Upload Speed</u>	<u>Monthly Fee</u>
2Mbps/1Mbps	\$21.95
8Mbps/2Mbps	\$34.95
25Mbps/3Mbps	\$44.95
50Mbps/5Mbps	\$69.95
75Mbps/8Mbps	\$99.95
100Mbps/10Mbps	\$129.95

A Start-Up Charge of \$55.00 must be paid before installation.

WIRELESS INTERNET SERVICE RATES

<u>Residential</u>	<u>Monthly Fee</u>
10Mbps	\$49.95
15Mbps	\$59.95
25Mbps	\$79.95

<u>Commercial</u>	<u>Monthly Fee</u>
10Mbps	\$59.95
15Mbps	\$79.95
25Mbps	\$109.95

Upload speeds are equal to download speeds.

FIBER INTERNET SERVICE RATES

<u>Download/Upload Speed</u>	<u>Monthly Fee</u>
10Mbps/10Mbps	\$59.99
50Mbps/50Mbps	\$109.99
100Mbps/100Mbps	\$139.99
250Mbps/250Mbps	\$159.99
500Mbps/500Mbps	\$199.95
1Gig/1Gig	\$299.99

Upload speeds are equal to download speeds.

PHONE RATES

RESIDENTIAL

Residential Phone	\$29.95
Phone/Internet Bundle	\$57.95
Phone/Expanded Cable Bundle	\$57.95
Phone/Non DVR Cable Bundle	\$72.10
Phone/DVR Cable Bundle	\$77.10
Phone/Internet/Cable Bundle	\$99.95
Residential FCC Fee	\$4.48 per line
911 Fee	\$1.50 per line

COMMERCIAL

Commercial Phone	\$39.95
Phone/Internet Bundle	\$79.95
Phone/Cable Bundle	\$79.95
Phone/Internet/Cable Bundle	\$110.95
Commercial FCC Fee	\$9.07 per line
911 Fee	\$1.50 per line

Installation/Port Charges

Installation or Transfer Charge	\$25.00
One Time Port Charge	\$24.00
International Long Distance	Rates vary
411 Information	\$ 1.50

WATER RATES

METER BASE CHARGES (Effective January 1, 2016)

Meter Size	Inside City	Outside City
5/8 inch meter	\$11.25	\$15.00
3/4 inch meter	\$11.25	\$15.00
1 inch meter	\$11.25	\$15.00
1 1/2 inch meter	\$45.00	\$56.25
2 inch meter	\$45.00	\$56.25
3 inch meter	\$56.25	\$67.50
4 inch meter	\$56.25	\$67.50
6 inch meter	\$112.50	\$168.75
8 inch meter	\$150.00	\$206.25

RESIDENTIAL (Effective January 1, 2016)

The minimum bill will be determined by the Base Charge of the water meter size.

	Inside City	Outside City
0 – 2,000 gallons	\$2.69 per 1,000 gallons	\$4.04 per 1,000 gallons
2,001 – 6,000 gallons	\$5.38 per 1,000 gallons	\$8.07 per 1,000 gallons
6,001 – 10,000 gallons	\$6.73 per 1,000 gallons	\$10.10 per 1,000 gallons
Over 10,000 gallons	\$8.07 per 1,000 gallons	\$12.12 per 1,000 gallons

COMMERCIAL (Effective January 1, 2016)

The minimum bill will be determined by the Base Charge of the water meter size.

	Inside City	Outside City
Commercial Rate	\$5.38 per 1,000 gallons	\$8.07 per 1,000 gallons

INDUSTRIAL (Effective January 1, 2016)

The minimum bill will be determined by the Base Charge of the water meter size.

	Inside City	Outside City
Industrial Rate	\$2.69 per 1,000 gallons	\$4.04 per 1,000 gallons

WATER RATES (cont.)

IRRIGATION

(Effective January 1, 2014)

Meter Size	Inside City	Outside City
5/8 inch meter	\$15.00	\$20.00
3/4 inch meter	\$15.00	\$20.00
1 inch meter	\$15.00	\$20.00
1 1/2 inch meter	\$60.00	\$75.00
2 inch meter	\$60.00	\$75.00
3 inch meter	\$75.00	\$90.00
4 inch meter	\$75.00	\$90.00
6 inch meter	\$150.00	\$225.00
8 inch meter	\$200.00	\$275.00

The minimum bill will be determined by the Base Charge of the water meter size.

	Inside City	Outside City
Irrigation Rate	\$5.18 per 1,000 gallons	\$7.77 per 1,000 gallons

WATER MAIN LINE TAP & FIRE LINE TAP

(Effective September 12, 2007)

Size	Tap Fee
Up to 6" x 6"	\$3,500
8" x 6"	\$3,550
8" x 8"	\$3,850
10" x 6"	\$4,100
10" x 8"	\$4,400
10" x 10"	\$4,850

Hydrant tap fee is dependent on the main line tap size

WATER & IRRIGATION METER TAP & CONNECTION FEES

(Effective January 1, 2019)

Gallons Per Minute	Size	Tap Fees*	Residential Inside City	Residential Outside City	Commercial Inside City	Commercial Outside City
25	5/8"	\$813.00	\$937.00	\$1,812.00	\$1,437.00	\$2,562.00
50	1"	\$1,019.00	\$981.00	\$1,981.00	\$1,481.00	\$2,731.00
90	1 1/2"	\$2,188.00	\$312.00	\$1,562.00	\$812.00	\$2,312.00
130	2"	\$2,588.00	\$412.00	\$1,912.00	\$912.00	\$2,662.00
500	3"				\$12,500.00	\$18,750.00
500+	4"	TBD**			\$13,000.00	\$19,500.00
500+	6"				\$17,500.00	\$26,250.00

For multi-family residential or multi-unit commercial applications, the connection fee shall be the greater of a) scheduled water connection fee based on water meter size or b) number of units/rooms in the development multiplied by \$1,000

ADDITIONAL WATER METERS

(WITHOUT A SEPARATE TAP)

(Effective September 11, 2001)

- A 5/8" x 3/4 inch water meter must be installed immediately adjacent to his/her existing water meter and must be connected to the same service line which supplies the existing meter.
- Customer's water line that extends from the additional water meter must end outside of the occupancy's foundation and in no way connect to the occupancy's plumbing.
- The purpose of this additional water meter shall be for lawn irrigation and other related activities.
- The consumption of this additional water meter shall not be subject to a sewer charge.

INSTALLATION FEE FOR ADDITIONAL WATER METER: \$200.00

- This Installation Fee only applies when the meter can be installed without a separate tap.
- If an additional tap is required, the standard tap fee shall apply.

NOTE: INSTALLATION FEE FOR ADDITIONAL 1" WATER METER: \$350.00

TEMPORARY WATER METER PERMIT

(Effective March 12, 2002)

- \$350.00 Deposit required to use a Temporary Water Meter for water use from a Fire Hydrant at a designated location. Permit Application must be completed and deposit paid in advance of receiving water meter.

ADJUSTMENTS FOR WATER LEAKS

(Effective March 12, 2002)

When a customer's water consumption exceeds his or her normal water usage because of a leak on the customer's premises, the City will adjust the amount of the customer's bill, provided that the following conditions are met:

- The leak was relatively un-preventable.
- The total adjustment will be limited to one-half of the water consumption above the customer's normal usage. Normal usage shall be determined by examining the customer's water history for the same month of the year for prior year's usage.
- All of the consumption above normal usage will be adjusted from the sewer charge.
- The City will adjust two consecutive months' bills during any twelve-month period.
- The City may require verification of the leak (i.e. a receipt from a plumber for the repair, etc.)

An adjustment will not be made if it is less than \$5.00

SEWER RATES

RESIDENTIAL

(Effective January 1, 2014)

	Inside City	Outside City
Base Charge	\$15.00 per month	\$20.00 per month
Volumetric Charge	\$3.58 per 1000 gals of water used	\$5.33 per 1000 gals of water used
Minimum Bill	\$22.16 per month	\$30.66 per month

COMMERCIAL / INDUSTRIAL

(Effective January 1, 2014)

The monthly Sewer charge is 190% of the current monthly water charge.

The minimum bill will be determined by the base charge of the water meter size.

WASTEWATER PUMP STATION MAINTENANCE FEE

(Effective June 1, 2004)

Residential Customers served by a WW Pump Station located OUTSIDE the City Limits	\$5.00 per month
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SEWER CAMERA FEES

(Effective May 14, 2002)

\$2.00 per foot
\$100.00 Minimum Charge

SEPTIC DISCHARGE PRICING

(Effective May 1, 2013)

\$0.25 per gallon discharged

WASTEWATER TAP & CONNECTION FEES

(Effective January 1, 2019)

Based on Water Meter Size

Gallons Per Minute	Size	Residential Inside City	Residential Outside City	Commercial Inside City	Commercial Outside City
25	5/8"	\$3,000.00	\$6,000.00	\$5,000.00	\$10,000.00
50	1"			\$6,000.00	\$12,000.00
90	1 1/2"			\$7,500.00	\$15,000.00
130	2"			\$10,000.00	\$20,000.00
500	3"			\$20,000.00	\$40,000.00
500+	4"			\$35,000.00	\$70,000.00
500+	6"			\$50,000.00	\$100,000.00

1. Developer/Property Owner NOT located in a subdivision pays \$3000.00 (\$2,000 Sewer Main Tap Fee PLUS the \$1,000 Sewer Service Tap Fee)
2. Developer of a Subdivision pays Sewer Main Tap Fee of \$2,000 per lot & Builder in a Subdivision pays Sewer Service Tap Fee of \$1,000 per lot
3. Developer/Property Owner NOT located in a subdivision pays \$6000.00 (\$4,000 Sewer Main Tap Fee PLUS the \$2,000 Sewer Service Tap Fee)
4. Developer of a Subdivision pays Sewer Main Tap Fee of \$4,000 per lot & Builder in a Subdivision pays Sewer Service Tap Fee of \$2,000 per lot
5. Developer/Commercial Property Owner pays the total Base Meter Fee per lot with the remaining tap fee per lot for any tap larger than the 3/4" base meter

NATURAL GAS RATES

As of the August 23, 2000 Commission Meeting, the fuel cost adjustment will be changed each month to reflect the rate fluctuations in natural gas, which is due to the rise in natural gas costs.

METER BASE CHARGES (Effective January 1, 2014)

Meter Size	Residential	Commercial	Agricultural
AC-250 meter	\$12.00	\$20.00	\$15.00
415 meter	\$12.00	\$20.00	\$15.00
AC-630 meter	\$12.00	\$20.00	\$15.00
AL-800 meter	\$12.00	\$20.00	\$15.00
2M meter	\$20.00	\$20.00	\$20.00
3M meter	\$30.00	\$30.00	\$20.00
5M meter	\$40.00	\$40.00	\$20.00

RESIDENTIAL (Effective January 1, 2014)

The Base Charge will be determined by the gas meter size.

Distribution Charge Per CCF \$0.375 per CCF

Plus Gas Cost and Applicable Sales Tax.

COMMERCIAL (Effective January 1, 2014)

The Base Charge will be determined by the gas meter size.

Distribution Charge Per CCF \$0.375 per CCF

Plus Gas Cost and Applicable Sales Tax.

CITY GOVERNMENT (Effective January 1, 2014)

The Base Charge will be determined by the gas meter size.

Distribution Charge Per CCF \$0.375 per CCF

Plus Gas Cost and Applicable Sales Tax.

FIRM INDUSTRIAL
(Effective January 1, 2014)

Base Charge	\$479 minimum
Distribution Charge Per CCF	\$0.225 per CCF

Plus Gas Cost and Applicable Sales Tax.

INTERRUPTIBLE INDUSTRIAL
(Effective January 1, 2014)

Base Charge	\$384 minimum
Distribution Charge Per CCF	\$0.225 per CCF

Plus Gas Cost and Applicable Sales Tax.

NATURAL GAS TAP FEES
(Effective January 23, 2001)

Residential	\$400 plus installation charges
Commercial	\$800 plus installation charges

Plus installation charges of \$1.75 per foot over 100 feet.

NATURAL GAS RECONNECTION FEE
(Effective May 14, 2002)

A fee of \$200.00 will be charged to reconnect a residential meter that a resident requests to be disconnected for the summer season.

Finance and Administration - Utility



Overview

The Finance and Administration Department of the Combined Utilities provides financial and administrative support for all departments of the utility as well as customer service for the citizens and users. Divisions in the Finance and Administration Department of the Utilities are Administration, Billing, Customer Service & Meter Reading. The Administration area includes customer service, cashier operations and call center. Billing handles all utility billing, work orders and meter reading.

Goals/Accomplishments

- Provide courteous and prompt service to our customers.
- Continue Cashier cross training with Customer Service duties.
- Increase security measures and implement security training sessions for Customer Service staff along with police department personnel.
- Improvements made to the drive thru with up to date technology.
- In the process of improvements for security and space to the inside of the front counter and drive thru cashier areas.
- Fully implemented a new utility billing software system.
- Implement Levelized/Budget Billing options along with the new utility billing software.
- Continued Customer Service training with GMA & ECG for all cashiers, customer service representatives and call center agents.
- Update Utility Customer Service policies.

UTILITY FINANCE & ADMINISTRATION EXPENDITURES

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
CENTRAL SERVICES						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
VEHICLES	0	0	0	25,000		(25,000)
CAPITAL OUTLAYS - MACHINERY & EQUIP Total	0	0	0	25,000	0	(25,000)
DEPRECIATION AND AMORTIZATION						
DEPRECIATION EXPENSE	142,675	132,100	410	0	0	0
DEPRECIATION AND AMORTIZATION Total	142,675	132,100	410	0	0	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	242	326	250	250	0
GMEBS-RETIREMENT CONTRIBUTION	56,416	61,298	74,254	50,714	57,959	7,245
GROUP INS	73,960	96,754	133,522	63,000	88,000	25,000
MEDICAL EXAMS	90	970	95	100	300	200
MEDICARE	4,905	5,630	9,025	5,067	6,036	969
OVERTIME SALARIES	12,408	15,646	28,246	20,000	23,000	3,000
PART - TIME/TEMPORARY SALARIES	0	0	16,428	0	0	0
REGULAR SALARIES	350,294	391,905	601,679	349,421	416,288	66,867
SOCIAL SECURITY	20,972	23,539	43,672	21,664	25,810	4,146
WORKERS COMP INSURANCE	653	225	821	500	1,500	1,000
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	519,696	596,208	908,069	510,716	619,143	108,427
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	0	660	520	500	250	(250)
COMMUNICATIONS	6,571	8,538	13,691	5,000	10,000	5,000
CONSULTING - TECHNICAL	0	70	0	0	0	0
CONTRACT LABOR	54	3,371	0	0	17,500	17,500
DUES/FEES	900	756	654	1,000	1,000	0
EQUIPMENT RENTAL	0	263	377	0	0	0
EQUIPMENT RENTS / LEASES	0	0	450	0	0	0
EQUIPMENT REP & MAINT-OUTSIDE	0	0	760	0	500	500
MAINTENANCE CONTRACTS	24,729	22,319	25,357	40,400	27,500	(12,900)
POSTAGE	15	885	0	0	0	0
R & M BUILDINGS - OUTSIDE	0	698	125	0	0	0
TRAINING & EDUCATION	2,027	3,769	3,180	2,500	1,500	(1,000)
TRAVEL EXPENSE	0	0	475	1,000	1,000	0
VEHICLE REP & MAINT-OUTSID	135	55	2,980	1,000	500	(500)
HOLIDAY EVENTS	0	4,248	9,734	0	0	0
I/T SVCS - WEB DESIGN, ETC.	0	0	287	0	250	250
VEHICLE TAG & TITLE FEE	0	0	24	0	0	0
PURCHASED/CONTRACTED SERVICES Total	34,431	45,633	58,614	51,400	60,000	8,600
SUPPLIES						
AUTO & TRUCK FUEL	10,113	10,128	12,288	5,000	10,000	5,000
AUTO PARTS	3,488	2,315	3,366	2,500	2,500	0
COMPUTER EQUIP NON-CAPITAL	0	0	3,689	500	10,000	9,500
DAMAGE CLAIMS	81	983	0	0	0	0
DNU - MISCELLANEOUS	186	246	0	0	0	0
EQUIPMENT PARTS	0	48	865	1,000	500	(500)
FOOD	0	406	1,088	500	1,000	500
JANITORIAL SUPPLIES	0	1,318	4,616	2,500	2,500	0
OFFICE SUPPLIES & EXPENSES	14,204	18,995	14,515	2,500	5,000	2,500
R & M BUILDINGS - INSIDE	375	1,200	3,196	0	0	0
SMALL OPERATING SUPPLIES	1,218	1,925	8,246	5,000	2,500	(2,500)
SMALL TOOLS & MINOR EQUIPMENT	1,206	8,534	12,099	5,000	5,000	0
SPONSORSHIPS/DONATIONS	0	0	30	0	0	0
TIRES	0	447	2,104	500	1,000	500
UNIFORM RENTAL	0	3,447	8,832	2,600	0	(2,600)
UTILITY COSTS	0	0	0	0	0	0
UNIFORM EXPENSE	6,005	2,589	3,097	1,800	3,150	1,350
SUPPLIES Total	36,877	52,582	78,031	29,400	43,150	13,750
CENTRAL SERVICES Total	733,679	826,524	1,045,125	616,516	722,293	105,777

Utility Finance & Administration

Expenditures continued

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
UTILITY BILLING						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	81	75	100	100	0
GMEBS-RETIREMENT CONTRIBUTION	18,805	20,433	17,136	21,735	28,980	7,245
GROUP INS	25,551	32,251	32,397	27,000	44,000	17,000
MEDICAL EXAMS	0	303	0	50	100	50
MEDICARE	1,929	2,498	2,173	2,296	3,107	811
OVERTIME SALARIES	6,182	6,838	7,650	12,000	12,000	0
REGULAR SALARIES	137,952	176,168	150,320	158,315	214,255	55,940
SOCIAL SECURITY	8,247	10,682	9,131	9,815	13,284	3,469
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	198,666	249,254	218,882	231,311	315,826	84,515
PURCHASED/CONTRACTED SERVICES						
CONSULTING - TECHNICAL	0	1,125	0	0	0	0
DUES/FEES	0	45	6	50	50	0
EQUIPMENT RENTAL	0	88	82	100	100	0
MAINTENANCE CONTRACTS	4,681	4,295	4,811	8,000	45,000	37,000
MARKETING EXPENSES	0	0	0	0	500	500
POSTAGE	56,382	55,178	58,381	58,000	51,000	(7,000)
TRAINING & EDUCATION	0	865	310	2,500	2,500	0
UTIL BILL PRINT SERVICES	16,100	15,917	16,414	17,000	17,000	0
I/T SVCS - WEB DESIGN, ETC.	0	0	66	200	0	(200)
PURCHASED/CONTRACTED SERVICES Total	77,163	77,514	80,069	85,850	116,150	30,300
SUPPLIES						
COMPUTER EQUIP NON-CAPITAL	0	0	2,468	1,000	1,200	200
DNU - MISCELLANEOUS	62	0	0	0	0	0
FOOD	0	32	155	200	1,000	800
JANITORIAL SUPPLIES	0	391	1,368	1,200	800	(400)
OFFICE SUPPLIES & EXPENSES	8,539	9,218	16,802	15,000	10,000	(5,000)
SMALL OPERATING SUPPLIES	224	0	0	0	0	0
SUPPLIES Total	8,825	9,641	20,793	17,400	13,000	(4,400)
UTILITY BILLING Total	284,654	336,409	319,744	334,561	444,976	110,415

Utility Finance & Administration

Expenditures continued

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
UTILITY CUSTOMER SERVICE						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	403	408	400	500	100
GMEBS-RETIREMENT CONTRIBUTION	42,069	102,163	85,678	137,652	141,275	3,623
GROUP INS	116,458	163,019	160,570	171,000	214,500	43,500
MEDICAL EXAMS	95	1,516	65	100	200	100
MEDICARE	7,622	9,601	8,097	10,598	10,481	(117)
OVERTIME SALARIES	18,616	25,497	21,919	35,000	25,000	(10,000)
REGULAR SALARIES	533,368	662,253	570,322	730,888	728,247	(2,641)
SOCIAL SECURITY	32,592	40,733	35,433	45,315	44,815	(500)
WORKERS COMP INSURANCE	0	0	196	0	1,500	1,500
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	750,820	1,005,185	882,688	1,130,953	1,166,518	35,565
PURCHASED/CONTRACTED SERVICES						
COMMUNICATIONS	1,197	1,669	5,827	10,300	10,300	0
CONSULTING - TECHNICAL	0	424	0	0	0	0
CONTRACT LABOR	114,562	165,174	150	0	0	0
DUES/FEES	0	227	293	300	300	0
EQUIPMENT RENTAL	0	751	608	750	750	0
MAINTENANCE CONTRACTS	14,074	14,691	17,578	20,000	56,425	36,425
PROFESSIONAL FEES	0	4,596	201,188	190,000	240,000	50,000
TRAINING & EDUCATION	803	1,223	1,077	4,000	5,000	1,000
TRAVEL EXPENSE	0	0	48	400	500	100
VEHICLE REP & MAINT-OUTSID	0	0	0	2,000	2,000	0
I/T SVCS - WEB DESIGN, ETC.	0	0	332	500	0	(500)
PURCHASED/CONTRACTED SERVICES Total	130,636	188,754	227,102	228,250	315,275	87,025
SUPPLIES						
AUTO & TRUCK FUEL	0	0	0	5,000	5,000	0
AUTO PARTS	0	0	0	2,000	2,000	0
COMPUTER EQUIP NON-CAPITAL	0	0	2,772	2,000	3,000	1,000
DNU - MISCELLANEOUS	413	0	0	0	0	0
EQUIPMENT PARTS	100	0	0	0	0	0
FOOD	0	340	1,410	1,200	1,200	0
JANITORIAL SUPPLIES	0	1,465	5,129	5,000	3,000	(2,000)
OFFICE SUPPLIES & EXPENSES	25,509	14,931	13,080	16,000	16,000	0
SAFETY/MEDICAL SUPPLIES	0	0	477	0	0	0
SMALL OPERATING SUPPLIES	224	59	0	500	250	(250)
SMALL TOOLS & MINOR EQUIPMENT	0	140	0	300	500	200
TIRES	0	0	0	1,200	1,200	0
UNIFORM RENTAL	0	0	0	4,000	1,000	(3,000)
UTILITY CASHIERS OVER/SHORT	1,095	343	388	500	500	0
UNIFORM EXPENSE	0	0	0	2,500	2,500	0
SUPPLIES Total	27,340	17,278	23,255	40,200	36,150	(4,050)
UTILITY CUSTOMER SERVICE Total	908,796	1,211,217	1,133,045	1,399,403	1,517,943	118,540

Utility Finance & Administration

Expenditures continued

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
UTILITY FINANCE						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
SOFTWARE	0	0	240,156	0	0	0
CAPITAL OUTLAYS - MACHINERY & EQUIP Total	0	0	240,156	0	0	0
DEBT SERVICE						
INTEREST EXP - 2006 REV BONDS	133,764	0	0	0	0	0
INTEREST-CUST DEPOSITS	4,338	4,055	4,494	0	4,000	4,000
DEBT SERVICE Total	138,101	4,055	4,494	0	4,000	4,000
DEPRECIATION AND AMORTIZATION						
AMORT 2006 BOND DEF CHG (2011)	3,602	0	0	0	0	0
AMORT 2006 BOND DEFEASANCE	8,236	0	0	0	0	0
AMORT 2006 BOND PREMIUM	(11,562)	0	0	0	0	0
DEPRECIATION EXPENSE	0	0	134,088	0	0	0
DEPRECIATION AND AMORTIZATION Total	276	0	134,088	0	0	0
OTHER COSTS						
ADMIN ALLOC - ADMIN EXPENSES	(3,415,903)	(3,460,335)	(4,213,248)	(4,067,366)	(3,554,377)	512,989
UTILITY BAD DEBT EXPENSE	288,313	272,334	370,616	300,000	325,000	25,000
OTHER COSTS Total	(3,127,590)	(3,188,001)	(3,842,631)	(3,767,366)	(3,229,377)	537,989
OTHER FINANCING USES						
TRAN OUT - INSURANCE	14,783	12,000	12,000	12,000	12,000	0
OTHER FINANCING USES Total	14,783	12,000	12,000	12,000	12,000	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	107	94	130	130	0
GMEBS-RETIREMENT CONTRIBUTION	25,074	27,243	28,559	43,469	50,714	7,245
GROUP INS	31,375	43,001	59,766	54,000	103,676	49,676
MEDICAL EXAMS	0	404	130	150	150	0
MEDICARE	2,739	3,034	3,852	6,036	6,764	728
OVERTIME SALARIES	12,402	2,565	2,877	5,000	2,500	(2,500)
REGULAR SALARIES	183,387	214,009	273,106	416,306	456,331	40,025
SOCIAL SECURITY	11,713	12,974	16,469	25,811	28,920	3,109
WORKERS COMP INSURANCE	29,852	29,614	31,023	30,000	30,000	0
WALTON ATHLETIC MEMBERSHIP	0	0	0	0	60	60
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	296,542	332,953	415,877	580,902	679,245	98,343
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	0	2,333	2,124	300	500	200
ATTORNEY FEES - OTHERS	1,748	419	5,172	4,200	2,000	(2,200)
ATTORNEY FEES-P & M	48,073	47,819	52,656	37,800	50,000	12,200
AUDIT SERVICES	36,120	33,485	35,140	40,000	52,000	12,000
COMMUNICATIONS	33,122	32,488	6,709	3,100	3,100	0
CONTRACT LABOR	0	0	721	1,000	1,000	0
CUSTODIAL SVCS	0	6,337	24,000	24,000	24,000	0
DUES/FEES	9,417	12,328	5,980	10,000	6,000	(4,000)
EQUIPMENT RENTAL	0	221	224	270	500	230
EQUIPMENT RENTS / LEASES	190	0	0	0	0	0
GENERAL LIABILITY INSURANCE	147,526	139,065	139,479	150,000	150,000	0
LAWN CARE & MAINTENANCE	5,560	5,225	24,253	30,000	30,000	0
LICENSES	0	0	18	0	0	0
MAINTENANCE CONTRACTS	44,978	51,100	27,626	30,000	40,000	10,000
MARKETING EXPENSES	1,594	3,451	1,058	1,500	26,500	25,000
OTHER CONTRACTUAL SERVICES	0	0	721	0	0	0
P O BOX RENTAL	0	0	214	225	235	10
PEST CONTROL	0	130	792	780	1,800	1,020
POSTAGE	5,461	5,472	4,855	6,000	3,500	(2,500)
PROFESSIONAL FEES	0	7,900	303	1,000	1,200	200
R & M BUILDINGS - OUTSIDE	17,938	43,260	29,364	20,000	29,248	9,248
R & M SYSTEM - OUTSIDE	0	0	20,714	0	0	0
SECURITY SYSTEMS	0	0	565	0	300	300
SOFTWARE	0	218	967	300	300	0
TRAINING & EDUCATION	4,736	3,289	1,285	4,800	8,000	3,200
TRAVEL EXPENSE	0	1,657	1,457	2,200	8,000	5,800
UTILITY PROTECTION CTR (DIG)	5,246	5,574	6,119	6,300	6,530	230
I/T SVCS - WEB DESIGN, ETC.	0	0	9,473	9,500	1,000	(8,500)
PURCHASED/CONTRACTED SERVICES Total	361,707	401,769	401,989	383,275	445,713	62,438
SUPPLIES						
COMPUTER EQUIP NON-CAPITAL	0	0	1,517	500	3,000	2,500
DNU - MISCELLANEOUS	3,040	202	0	0	0	0
EMPLOYEE RECOGNITION	0	0	4,098	0	4,500	4,500
FOOD	0	1,327	4,203	500	500	0
FURNITURE < 5,000	0	590	0	2,500	2,500	0
JANITORIAL SUPPLIES	0	1,232	2,394	2,709	2,000	(709)
OFFICE SUPPLIES & EXPENSES	24,338	26,821	13,088	20,000	20,000	0
R & M BUILDINGS - INSIDE	5,050	3,871	5,900	7,500	7,000	(500)
SAFETY/MEDICAL SUPPLIES	0	0	477	0	0	0
SMALL OPERATING SUPPLIES	224	0	2,684	2,000	2,000	0
UTIL COSTS FOR OTHER FUNDS	262,330	240,026	284,667	285,000	295,000	10,000
UTILITY COSTS	102,048	106,981	116,065	120,000	130,000	10,000
SUPPLIES Total	397,031	381,050	435,091	440,709	466,500	25,791
UTILITY FINANCE Total	(1,919,151)	(2,056,173)	(2,198,937)	(2,350,480)	(1,621,919)	728,561
TOTAL EXPENDITURES	7,979	317,976	298,977	0	1,063,293	1,063,293

Electric and Telecommunications



Overview

The Electric and Telecomm Department includes CATV and external services to homes and businesses. This department is responsible for providing a safe and reliable source of power to residential, commercial and industrial customers while continually working to reduce energy and telecommunications costs. Their mission is to be “committed to provide exceptional service and reliable electricity and telecommunications at a competitive rate.” The City provides power to its customers purchased from the Municipal Electric Authority of Georgia (MEAG).

Goals/Accomplishments

- To provide the residents and businesses of the City of Monroe with outstanding local service, environmental leadership, responsiveness and accessibility.
- To continue working to reduce energy and telecommunications costs and find more efficient and eco-friendly ways to provide its services.
- Obtain a 0% rejection rate on all wood utility poles.
- Increase electric system reliability throughout the City.
- Increase public awareness of electrical safety.
- Continue to strive for a “Zero-Loss” accident rate.
- Lower band-width cost by leveraging multiple internet providers and large capacity customers.
- Add multiple co-location sites for reliability in the communication system.
- Continue to stay on a six-year inspection schedule with Southeastern Wood Pole Inspectors (SWPI) for maintenance of the electric infrastructure.
- Replace weak copper conductors with aluminum conductor steel reinforced (ACSR).
- Expand FTTX internet to un-served and underserved areas of Walton County.

ELECTRIC & TELECOMMUNICATIONS EXPENDITURES

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
ELECTRIC						
DEPRECIATION AND AMORTIZATION						
DEPRECIATION EXPENSE	278,631	288,068	288,738	0	0	0
DEPRECIATION AND AMORTIZATION Total	278,631	288,068	288,738	0	0	0
OTHER COSTS						
ADMIN ALLOC - ADMIN EXPENSES	1,468,258	1,539,261	1,782,499	1,730,095	710,877	(1,019,218)
OTHER COSTS Total	1,468,258	1,539,261	1,782,499	1,730,095	710,877	(1,019,218)
OTHER FINANCING USES						
TRANS OUT UTIL 5% TO GEN FUND	882,054	852,937	1,105,430	1,207,830	1,267,955	60,125
TRANS OUT UTL 5% E&R FUND	0	0	0	929,100	975,350	46,250
TRANS OUT UTL E&R FUND	0	0	0	929,100	975,350	46,250
TRANSFERS OUT - OTHER FUNDS	217,993	0	0	0	0	0
OTHER FINANCING USES Total	1,100,048	852,937	1,105,430	3,066,030	3,218,655	152,625
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	457	352	460	350	(110)
GMEBS-RETIREMENT CONTRIBUTION	87,758	95,352	43,214	94,183	101,428	7,245
GROUP INS	119,238	150,506	147,874	117,000	154,000	37,000
MEDICAL EXAMS	100	1,520	325	300	300	0
MEDICARE	11,728	12,390	13,998	11,640	12,428	788
OVERTIME SALARIES	116,290	127,416	232,165	130,000	130,000	0
REGULAR SALARIES	726,118	752,516	755,992	802,743	857,095	54,352
SOCIAL SECURITY	50,147	52,974	59,852	49,770	53,140	3,370
WORKERS COMP INSURANCE	983	0	0	0	1,500	1,500
WALTON ATHLETIC MEMBERSHIP	0	0	0	0	300	300
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	1,112,362	1,193,131	1,253,772	1,206,096	1,310,541	104,445
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	0	400	441	500	500	0
COMMUNICATIONS	12,245	7,209	21,725	9,500	10,000	500
CONSULTING - TECHNICAL	867	724	430	0	0	0
CONTRACT LABOR	296,015	360,619	417,185	435,000	435,000	0
CUSTODIAL SVCS	0	198	0	0	0	0
DUES/FEES	160	227	236	2,500	2,500	0
EQUIPMENT RENTAL	0	468	3,703	2,540	2,540	0
EQUIPMENT RENTS / LEASES	17,663	18,694	20,410	2,940	2,940	0
EQUIPMENT REP & MAINT-OUTSIDE	19,920	77,358	25,324	20,000	20,000	0
GA DEPT REV FEES	0	900	800	900	900	0
LAWN CARE & MAINTENANCE	0	1,303	0	0	0	0
MAINTENANCE CONTRACTS	7,267	4,852	7,089	4,700	4,700	0
MARKETING EXPENSES	13,723	4,478	31,314	40,000	40,000	0
POLE EQUIPMENT RENTS / LEASES	240	2,091	3,102	3,500	3,500	0
POSTAGE	259	777	0	500	500	0
PRINTING	0	65	0	0	0	0
PROFESSIONAL FEES	0	0	1,000	1,000	31,000	30,000
R & M SYSTEM - OUTSIDE	18,197	13,094	10,505	15,000	15,000	0
TRAINING & EDUCATION	20,217	8,467	9,190	13,000	10,000	(3,000)
TRAVEL EXPENSE	0	1,162	4,606	3,000	4,200	1,200
VEHICLE REP & MAINT-OUTSID	17,262	24,641	36,247	20,000	20,000	0
HOLIDAY EVENTS	0	394	308	0	0	0
I/T SVCS - WEB DESIGN, ETC.	0	0	398	500	500	0
VEHICLE TAG & TITLE FEE	0	0	18	0	0	0
SHIPPING/FREIGHT	0	0	278	0	500	500
LANDFILLS FEES	0	0	110	0	0	0
PURCHASED/CONTRACTED SERVICES Total	424,036	528,120	594,420	575,080	604,280	29,200

Electric

Expenditures continued

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
SUPPLIES						
AUTO & TRUCK FUEL	17,341	22,043	24,459	18,200	18,200	0
AUTO PARTS	7,625	11,034	4,265	4,000	4,000	0
COMPUTER EQUIP NON-CAPITAL	0	0	1,344	100	5,000	4,900
CONSTRUCTION MATERIALS	0	1,197	0	0	500	500
COS - ELECTRICITY	12,470,418	12,982,672	14,172,245	12,058,975	12,406,920	347,945
COS - MCT CREDIT	(938,016)	(663,792)	(311,931)	0	0	0
DAMAGE CLAIMS	1,994	4,041	1,127	1,500	1,500	0
DNU - MISCELLANEOUS	20,845	4,435	0	0	0	0
EQUIPMENT PARTS	18,113	21,509	8,054	10,000	10,000	0
FOOD	0	205	3,878	1,000	1,000	0
JANITORIAL SUPPLIES	0	627	2,037	1,800	1,800	0
METERS	0	0	0	2,500	2,500	0
OFFICE SUPPLIES & EXPENSES	0	0	4,188	2,500	2,500	0
PARKS & GROUNDS R&M INSIDE	0	0	7,898	8,000	8,000	0
R & M BUILDINGS - INSIDE	0	0	48	0	0	0
SMALL OPERATING SUPPLIES	22,984	37,364	38,797	20,000	20,000	0
SMALL TOOLS & MINOR EQUIPMENT	18,973	64,726	23,135	25,000	25,000	0
SYS R & M - INSIDE / SHIPPING	1,441	0	0	0	0	0
SYSTEM R & M - INSIDE	181,233	184,436	136,338	57,000	125,000	68,000
TIRES	0	3,497	2,691	0	5,500	5,500
UNIFORM RENTAL	0	0	0	0	0	0
UTILITY COSTS	7,883	7,319	11,535	18,000	18,000	0
UNIFORM EXPENSE	8,734	10,607	16,145	15,000	15,000	0
STREETLIGHTS	0	0	167	0	0	0
SUPPLIES Total	11,839,568	12,691,920	14,146,421	12,243,575	12,670,420	426,845
ELECTRIC Total	16,222,902	17,093,435	19,171,280	18,820,876	18,514,773	(306,103)

Telecom and Internet

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
TELECOM & INTERNET						
OTHER FINANCING USES						
TRANS OUT UTIL 5% TO GEN FUND	0	0	0	175,019	203,944	28,925
TRANS OUT UTL 5% E&R FUND	0	0	0	134,630	156,880	22,250
TRANS OUT UTL E&R FUND	0	0	0	134,630	156,880	22,250
OTHER FINANCING USES Total	0	0	0	444,279	517,704	73,425
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	0	0	100	100	0
GMEBS-RETIREMENT CONTRIBUTION	0	0	0	28,979	28,980	1
GROUP INS	0	0	820	36,000	44,000	8,000
MEDICAL EXAMS	0	0	0	100	200	100
MEDICARE	0	0	60	3,343	3,522	179
OVERTIME SALARIES	0	0	95	10,000	8,000	(2,000)
REGULAR SALARIES	0	0	4,271	230,534	242,930	12,396
SOCIAL SECURITY	0	0	258	14,293	15,062	769
WORKERS COMP INSURANCE	0	0	0	0	1,500	1,500
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	0	0	5,504	323,349	344,294	20,945
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	0	0	0	300	300	0
COMMUNICATIONS	0	0	2,451	13,800	13,800	0
CONSULTING - TECHNICAL	0	0	35	21,000	21,000	0
CONTRACT LABOR	0	0	0	51,000	51,000	0
DUES/FEES	0	0	0	4,800	4,800	0
EQUIPMENT RENTAL	0	0	0	180	550	370
EQUIPMENT RENTS / LEASES	0	0	0	1,800	1,800	0
EQUIPMENT REP & MAINT-OUTSIDE	0	0	0	6,000	6,000	0
GA DEPT REV FEES	0	0	0	150	150	0
INTERNET COSTS	0	0	0	270	270	0
MAINTENANCE CONTRACTS	0	0	0	2,820	17,000	14,180
MARKETING EXPENSES	0	0	49	1,500	2,000	500
POLE EQUIPMENT RENTS / LEASES	0	0	0	3,000	3,000	0
POSTAGE	0	0	0	300	300	0
R & M BUILDINGS - OUTSIDE	0	0	0	1,500	1,500	0
R & M SYSTEM - OUTSIDE	0	0	0	6,000	6,000	0
SECURITY SYSTEMS	0	0	0	390	390	0
SOFTWARE	0	0	459	0	1,500	1,500
TRAINING & EDUCATION	0	0	512	5,000	5,000	0
VEHICLE REP & MAINT-OUTSID	0	0	0	4,500	4,500	0
I/T SVCS - WEB DESIGN, ETC.	0	0	0	300	300	0
FCC FEES	0	0	16,478	20,000	20,000	0
PURCHASED/CONTRACTED SERVICES Total	0	0	19,983	144,610	161,160	16,550
SUPPLIES						
AUTO & TRUCK FUEL	0	0	0	13,500	13,500	0
AUTO PARTS	0	0	0	5,700	5,700	0
COMPUTER EQUIP NON-CAPITAL	0	0	272	0	5,000	5,000
CONSTRUCTION MATERIALS	0	0	12	0	500	500
COS - FIBER	0	120,520	117,426	110,000	115,000	5,000
COS - INTERNET	159,295	217,778	278,570	225,000	225,000	0
COS - TELEPHONE	641,843	463,221	361,947	425,000	425,000	0
DAMAGE CLAIMS	0	0	0	900	900	0
EQUIPMENT PARTS	0	0	0	6,000	6,000	0
FOOD	0	0	0	600	600	0
JANITORIAL SUPPLIES	0	0	0	1,200	1,200	0
OFFICE SUPPLIES & EXPENSES	0	0	2,914	1,788	1,788	0
R & M BUILDINGS - INSIDE	0	0	0	1,200	2,500	1,300
SMALL OPERATING SUPPLIES	0	0	3,919	18,600	18,600	0
SMALL TOOLS & MINOR EQUIPMENT	0	0	1,189	14,400	14,400	0
SYS R & M - INSIDE / SHIPPING	0	0	0	300	300	0
SYSTEM R & M - INSIDE	0	0	0	47,100	40,000	(7,100)
TIRES	0	0	0	1,500	1,500	0
UTILITY COSTS	0	0	0	32,400	32,400	0
UNIFORM EXPENSE	0	0	399	1,500	2,500	1,000
SUPPLIES Total	801,138	801,520	766,647	906,688	912,388	5,700
TELECOM & INTERNET Total	801,138	801,520	792,134	1,818,926	1,935,546	116,620

Cable

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
CATV						
DEPRECIATION AND AMORTIZATION						
DEPRECIATION EXPENSE	177,935	181,232	172,050	0	0	0
DEPRECIATION AND AMORTIZATION Total	177,935	181,232	172,050	0	0	0
OTHER COSTS						
ADMIN ALLOC - ADMIN EXPENSES	591,874	488,253	703,949	670,302	710,875	40,573
OTHER COSTS Total	591,874	488,253	703,949	670,302	710,875	40,573
OTHER FINANCING USES						
TRANS OUT UTIL 5% TO GEN FUND	244,702	252,567	310,554	240,825	215,020	(25,805)
TRANS OUT UTL 5% E&R FUND	0	0	0	185,250	165,400	(19,850)
TRANS OUT UTL E&R FUND	0	0	0	185,250	165,400	(19,850)
OTHER FINANCING USES Total	244,702	252,567	310,554	611,325	545,820	(65,505)
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	269	201	200	200	0
GMEBS-RETIREMENT CONTRIBUTION	50,148	54,487	45,695	43,469	43,469	0
GROUP INS	68,136	86,003	84,725	54,000	66,000	12,000
MEDICAL EXAMS	0	869	65	100	100	0
MEDICARE	5,435	6,218	6,006	4,263	4,408	145
OVERTIME SALARIES	37,853	35,123	38,637	40,000	28,000	(12,000)
REGULAR SALARIES	352,801	412,682	391,485	293,997	304,012	10,015
SOCIAL SECURITY	23,238	26,587	25,681	18,228	18,849	621
WORKERS COMP INSURANCE	279	911	9,673	0	1,500	1,500
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	537,890	623,149	602,169	454,257	466,538	12,281
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	0	0	113	200	200	0
CATV VIDEO PRODUCTION EXPENSES	4,875	0	0	0	0	0
COMMUNICATIONS	21,896	24,640	33,992	9,200	9,200	0
CONSULTING - TECHNICAL	22,972	24,855	28,650	14,000	14,000	0
CONTRACT LABOR	4,997	450	36,500	34,000	34,000	0
CUSTODIAL SVCS	0	198	0	0	0	0
DUES/FEES	7,268	10,767	3,802	3,200	5,000	1,800
EQUIPMENT RENTAL	0	263	497	120	500	380
EQUIPMENT RENTS / LEASES	3,904	4,747	3,287	1,200	2,000	800
EQUIPMENT REP & MAINT-OUTSIDE	17,344	6,209	8,667	4,000	4,000	0
FINES/LATE FEE	0	0	440	0	0	0
GA DEPT REV FEES	0	250	250	100	100	0
INTERNET COSTS	0	2,000	2,237	180	180	0
MAINTENANCE CONTRACTS	4,377	4,921	8,167	1,880	67,500	65,620
MARKETING EXPENSES	8,695	200	774	1,000	1,000	0
PEST CONTROL	0	0	0	0	450	450
POLE EQUIPMENT RENTS / LEASES	0	0	0	2,000	2,000	0
POSTAGE	402	24	51	200	200	0
PRINTING	0	65	0	0	0	0
PROFESSIONAL FEES	0	0	1,216	1,000	1,000	0
R & M BUILDINGS - OUTSIDE	8,718	3,861	425	1,000	2,000	1,000
R & M CATV STUDIO - OUTSIDE	2,250	6,238	0	0	0	0
R & M SYSTEM - OUTSIDE	45,025	48,563	22,267	4,000	15,000	11,000
SECURITY SYSTEMS	0	0	623	260	260	0
TRAINING & EDUCATION	2,647	4,492	4,633	5,000	5,000	0
VEHICLE REP & MAINT-OUTSIDE	3,390	7,710	439	3,000	3,000	0
HOLIDAY EVENTS	0	9,319	0	0	0	0
I/T SVCS - WEB DESIGN, ETC.	0	0	177	200	200	0
VEHICLE TAG & TITLE FEE	0	0	24	0	0	0
SHIPPING/FREIGHT	0	0	146	0	500	500
FCC FEES	0	0	27,928	0	0	0
PURCHASED/CONTRACTED SERVICES Total	158,760	159,772	185,306	85,740	167,290	81,550
SUPPLIES						
AUTO & TRUCK FUEL	27,416	23,201	25,713	9,000	9,000	0
AUTO PARTS	7,392	7,689	11,933	3,800	3,800	0
COMPUTER EQUIP NON-CAPITAL	0	0	122	50	50	0
CONSTRUCTION MATERIALS	0	1,197	0	0	0	0
COS - CATV	0	2,811,033	3,188,048	3,070,000	3,070,000	0
COS - GAS	2,750,021	0	0	0	0	0
DAMAGE CLAIMS	0	7,312	0	600	600	0
DNU - MISCELLANEOUS	1,796	148	0	0	0	0
EQUIPMENT PARTS	25,627	8,569	11,997	4,000	4,000	0
FOOD	0	205	959	400	500	100
JANITORIAL SUPPLIES	0	627	2,038	800	1,500	700
OFFICE SUPPLIES & EXPENSES	3,246	4,948	4,157	1,143	1,143	0
R & M BUILDINGS - INSIDE	1,547	1,459	17	800	800	0
R & M CATV STUDIO - INSIDE	0	5,402	0	0	0	0
SMALL OPERATING SUPPLIES	12,288	17,892	45,238	12,400	12,400	0
SMALL TOOLS & MINOR EQUIPMENT	24,818	26,721	54,753	9,600	9,600	0
SYS R & M - INSIDE / SHIPPING	2,394	894	40	200	650	450
SYSTEM R & M - INSIDE	140,026	153,772	66,908	556,192	100,000	(456,192)
TIRES	0	0	3,235	1,000	1,000	0
UNIFORM RENTAL	0	0	0	0	1,500	1,500
UTILITY COSTS	50,446	49,156	57,228	32,000	32,000	0
UNIFORM EXPENSE	1,986	2,137	1,972	1,000	1,000	0
SUPPLIES Total	3,049,002	3,122,362	3,474,358	3,702,985	3,249,543	(453,442)
CATV Total	4,760,163	4,827,334	5,448,386	5,524,609	5,140,066	(384,543)

Electric and Telecommunications Admin

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
ADMIN ETC						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	0	100	100	50	(50)
GMEBS-RETIREMENT CONTRIBUTION	12,537	20,433	22,848	14,490	14,490	0
GROUP INS	17,006	33,133	38,330	18,000	22,000	4,000
MEDICAL EXAMS	0	303	0	100	200	100
MEDICARE	2,180	2,742	3,570	2,163	2,202	39
OVERTIME SALARIES	1,782	4,408	3,933	2,500	2,000	(500)
REGULAR SALARIES	148,974	170,660	247,583	149,189	151,856	2,667
SOCIAL SECURITY	9,321	10,540	15,263	9,250	9,415	165
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	191,799	242,218	331,627	195,792	202,213	6,421
ADMIN ETC Total	191,799	242,218	331,627	195,792	202,213	6,421
TOTAL EXPENDITURES	21,976,001	22,964,508	25,743,427	26,360,203	25,792,598	(567,605)

GUTA, Natural Gas, Sewer, Storm water & Water



Overview

The Water, Sewer, Gas and Storm water department is responsible for the management, repairs and operation of the systems. Their mission statement is "Committed to providing our customers with exceptional water, sewer, natural gas and storm water services at the best possible rates." The City of Monroe is responsible for providing a safe and reliable drinking water supply, collection and treatment of wastewater, and an efficient storm water system for the citizens of Monroe. The City also distributes gas purchased from the Municipal Gas Authority of Georgia (MGAG) to its customers.

The Georgia Utility Training Academy (GUTA) is a state of the art training facility set on 4½ acres that specializes in natural gas, water, wastewater, stormwater, confined space, trenching & shoring, flagging and a fire school.



At GUTA, the focus is on providing cost-effective, certified training for municipalities and utility contractors across the entire southeast. The training does not end in the classrooms and workshop of the 4,000 square foot building. It continues with a mock neighborhood for natural gas leak investigation, many different emergency response scenarios for live training, as well as several different hands-on scenarios for water, wastewater, stormwater and confined space entry.

The trainers of GUTA are certified professionals who meet and exceed industry requirements. Each trainer possesses a comprehensive knowledge in his/her respective field.

Goals/Accomplishments

- Ensure reliable distributions of drinking water to residents compliant with all Federal, State and Local requirements.

- Ensure adequate raw water resources to meet the City's future demands.
- Provide infrastructure in the most efficient and equitable manner in a sound, environmental manner.

Water, Sewer and Gas

Goals/Accomplishments (cont.)

- Ensure the reliable operation of the wastewater collection and transmission systems through the regular cleaning, inspecting and rehabilitation of system components.
- Conserve, protect and sustain the environmental resources in our communities and state through environmental stewardship.
- Maintain potable water quality within all regulatory parameters.
- Ensure consistent operational reliability of all water treatment, water storage facilities, distribution system, wastewater treatment, pumping stations, and collection systems.
- Develop a replacement program for the City's deteriorating and aged utility mains.
- Provide and maintain adequate water, wastewater and stormwater facilities to serve both existing and planned growth development.
- Maintain an annually updated capital improvement plan.
- Increase public awareness of natural gas safety and its green energy capabilities.
- Facilitate proper stormwater system installation, maintenance and repair.
- Provide adequate shoulder, ditch, curb, gutter and culvert maintenance and repair.
- Monitor and perform catch basin construction, repair and reconstruction.

GUTA

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
GUTA						
DEPRECIATION AND AMORTIZATION						
DEPRECIATION EXPENSE	8,118	9,022	9,037	0	0	0
DEPRECIATION AND AMORTIZATION Total	8,118	9,022	9,037	0	0	0
OTHER FINANCING USES						
TRANSFERS OUT - OTHER FUNDS	(217,925)	0	0	0	0	0
OTHER FINANCING USES Total	(217,925)	0	0	0	0	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	81	75	80	50	(30)
GMEBS-RETIREMENT CONTRIBUTION	18,805	20,433	17,136	14,490	14,490	0
GROUP INS	46,216	35,073	31,587	18,000	22,000	4,000
MEDICAL EXAMS	0	303	35	50	200	150
MEDICARE	8,677	2,937	(6,241)	1,304	1,343	39
OVERTIME SALARIES	12,278	15,749	12,584	10,000	10,000	0
REGULAR SALARIES	109,751	136,702	105,643	89,946	92,645	2,699
SOCIAL SECURITY	7,154	8,936	6,889	5,577	5,743	166
WORKERS COMP INSURANCE	0	202	86	0	1,500	1,500
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	202,882	220,415	167,794	139,447	147,971	8,524
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	9,912	572	4,842	5,000	5,000	0
COMMUNICATIONS	42	220	(39)	350	350	0
CONTRACT LABOR	0	0	0	1,500	1,500	0
COST OF TRAINING	31,504	46,686	37,732	40,000	40,000	0
DUES/FEES	0	45	8	50	500	450
EQUIPMENT RENTAL	0	3,015	82	1,000	750	(250)
EQUIPMENT REP & MAINT-OUTSIDE	503	0	225	1,500	1,000	(500)
EVENTS	7,952	16,962	13,027	12,500	12,500	0
GENERAL LIABILITY INSURANCE	0	4	1	1,000	1,000	0
LAWN CARE & MAINTENANCE	2,776	4,741	10,725	5,040	5,040	0
MAINTENANCE CONTRACTS	2,353	3,101	2,528	2,500	3,500	1,000
POSTAGE	118	176	45	500	500	0
PRINTING	335	755	1,086	9,500	9,500	0
PROFESSIONAL FEES	0	1,350	419	2,500	1,800	(700)
R & M BUILDINGS - OUTSIDE	728	150	378	5,000	2,500	(2,500)
R & M SYSTEM - OUTSIDE	0	0	700	1,000	1,000	0
SOFTWARE	0	0	130	0	0	0
STREET REPAIRS & MAINT LMIG	0	0	14	0	0	0
TRAINING & EDUCATION	639	556	2,080	1,500	1,500	0
TRAVEL EXPENSE	0	0	1,656	2,500	3,000	500
VEHICLE REP & MAINT-OUTSID	0	0	0	1,500	1,500	0
I/T SVCS - WEB DESIGN, ETC.	0	0	148	250	3,000	2,750
PURCHASED/CONTRACTED SERVICES Total	56,860	78,334	75,789	94,690	95,440	750
SUPPLIES						
AUTO & TRUCK FUEL	255	931	975	2,000	2,000	0
AUTO PARTS	315	67	220	500	500	0
COMPUTER EQUIP NON-CAPITAL	0	0	186	0	0	0
DNU - MISCELLANEOUS	3,306	3,262	0	0	0	0
FOOD	0	293	2,118	500	500	0
JANITORIAL SUPPLIES	0	1,607	4,572	3,000	3,000	0
OFFICE SUPPLIES & EXPENSES	8,489	4,152	2,228	6,500	6,500	0
R & M BUILDINGS - INSIDE	5,643	9,465	817	7,500	5,000	(2,500)
SMALL OPERATING SUPPLIES	874	400	98	3,000	2,000	(1,000)
SMALL TOOLS & MINOR EQUIPMENT	3,638	1,774	27	5,000	2,500	(2,500)
SPONSORSHIPS/DONATIONS	371	0	0	0	0	0
TIRES	0	0	453	0	500	500
UTILITY COSTS	4,768	3,476	3,833	5,000	5,000	0
SUPPLIES Total	27,658	25,427	15,527	33,000	27,500	(5,500)
GUTA Total	77,593	333,199	268,146	267,137	270,911	3,774

Natural Gas

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
NATURAL GAS						
DEBT SERVICE						
INTEREST EXP - 2003 UTIL BOND	8,966	0	0	0	0	0
INTEREST EXP - 2016 REV BONDS	0	48,164	43,194	38,399	33,802	(4,597)
ISSUANCE COSTS	35,376	0	0	0	0	0
REVENUE BOND PRINCIPAL 2016	0	0	0	208,894	213,752	4,858
DEBT SERVICE Total	44,343	48,164	43,194	247,293	247,554	261
DEPRECIATION AND AMORTIZATION						
AMORT DEF CHGS - 2003 UTIL BON	1,218	0	0	0	0	0
AMORT EXP - 2003 UTILITY BONDS	(78)	0	0	0	0	0
AMORT PREMIUM - 2003 UTIL BOND	0	0	0	0	0	0
DEPRECIATION EXPENSE	138,437	142,608	139,811	0	0	0
AMORT DEF CHG 2016 BOND	0	0	4,320	4,320	4,320	(0)
DEPRECIATION AND AMORTIZATION Total	139,576	142,608	144,131	4,320	4,320	(0)
OTHER COSTS						
ADMIN ALLOC - ADMIN EXPENSES	380,737	329,320	427,518	437,689	710,875	273,186
OTHER COSTS Total	380,737	329,320	427,518	437,689	710,875	273,186
OTHER FINANCING USES						
TRANS OUT UTIL 5% TO GEN FUND	146,418	151,402	221,706	234,435	231,438	(2,997)
TRANS OUT UTL 5% E&R FUND	0	0	0	180,335	178,029	(2,306)
TRANS OUT UTL E&R FUND	0	0	0	180,335	178,029	(2,306)
OTHER FINANCING USES Total	146,418	151,402	221,706	595,105	587,497	(7,608)
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	215	201	200	200	0
GMEBS-RETIREMENT CONTRIBUTION	50,148	54,487	45,695	57,959	72,449	14,490
GROUP INS	68,136	86,003	84,916	72,000	110,000	38,000
MEDICAL EXAMS	140	844	305	100	100	0
MEDICARE	3,988	3,902	4,496	4,858	5,947	1,089
OVERTIME SALARIES	16,181	16,042	25,348	18,000	18,000	0
REGULAR SALARIES	269,391	259,721	289,933	335,007	410,147	75,140
SOCIAL SECURITY	17,052	16,303	18,897	20,770	25,429	4,659
WORKERS COMP INSURANCE	65,715	43,039	95,561	0	1,500	1,500
WALTON ATHLETIC MEMBERSHIP	0	0	0	0	60	60
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	490,749	480,556	565,352	508,894	643,832	134,938
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	0	32	682	100	100	0
COMMUNICATIONS	5,346	7,275	8,179	7,300	7,300	0
CONSULTING - TECHNICAL	510	8,695	10,936	11,500	11,500	0
CONTRACT LABOR	23,105	28,658	25,073	42,000	42,000	0
CUSTODIAL SVCS	0	92	0	0	0	0
DUES/FEES	7,855	1,491	1,396	1,700	1,700	0
EQUIPMENT RENTAL	0	234	217	300	300	0
EQUIPMENT RENTS / LEASES	6,406	6,641	2,514	5,000	5,000	0
EQUIPMENT REP & MAINT-OUTSIDE	5,334	19,668	20,108	15,000	15,000	0
GA DEPT REV FEES	0	50	50	50	50	0
MAINTENANCE CONTRACTS	2,860	4,219	5,654	5,000	5,000	0
MARKETING EXPENSES	8,508	9,591	32,609	20,000	20,000	0
MILEAGE REIMBURSEMENT	0	0	0	250	250	0
POSTAGE	186	29	816	1,000	1,000	0
PRINTING	0	70	0	0	0	0
PROFESSIONAL FEES	0	0	5,000	5,000	2,500	(2,500)
R & M BUILDINGS - OUTSIDE	0	0	0	0	1,000	1,000
R & M SYSTEM - OUTSIDE	29,753	39,197	30,729	85,000	100,000	15,000
TRAINING & EDUCATION	3,622	8,367	14,792	12,000	12,000	0
TRAVEL EXPENSE	0	112	1,523	1,500	2,000	500
VEHICLE REP & MAINT-OUTSID	70	591	511	5,000	5,000	0
HOLIDAY EVENTS	0	394	289	0	0	0
I/T SVCS - WEB DESIGN, ETC.	0	0	177	500	500	0
SHIPPING/FREIGHT	0	0	105	0	0	0
LANDFILLS FEES	0	0	110	0	0	0
PURCHASED/CONTRACTED SERVICES Total	93,554	135,406	161,469	218,200	232,200	14,000
SUPPLIES						
AMR PROJECT EXPENSE	453	0	0	5,000	5,000	0
AUTO & TRUCK FUEL	11,485	13,101	15,947	15,000	15,000	0
AUTO PARTS	5,228	4,589	1,680	2,500	2,500	0
COMPUTER EQUIP NON-CAPITAL	0	0	122	50	50	0
CONSTRUCTION MATERIALS	0	1,197	0	0	0	0
COS - GAS	1,224,921	1,403,181	1,615,662	1,575,804	1,504,498	(71,306)
DAMAGE CLAIMS	841	202	10,132	1,000	1,000	0
DNU - MISCELLANEOUS	1,122	240	0	0	0	0
EQUIPMENT PARTS	4,297	0	7,899	7,500	7,500	0
FOOD	0	367	728	580	1,000	420
FURNITURE < 5,000	0	0	0	0	1,000	1,000
JANITORIAL SUPPLIES	0	274	892	850	850	0
METERS	0	0	2,988	0	5,000	5,000
OFFICE SUPPLIES & EXPENSES	3,906	5,892	3,290	8,500	8,500	0
SMALL OPERATING SUPPLIES	9,105	13,851	12,787	15,000	15,000	0
SMALL TOOLS & MINOR EQUIPMENT	6,648	21,391	18,363	11,000	12,500	1,500
SYS R & M - INSIDE / SHIPPING	110	110	0	500	500	0
SYSTEM R & M - INSIDE	34,617	20,891	95,766	75,000	75,000	0
TIRES	0	1,237	771	500	1,000	500
UNIFORM RENTAL	0	449	0	0	0	0
UTILITY COSTS	2,901	2,446	3,994	3,700	3,700	0
UNIFORM EXPENSE	2,879	3,339	5,850	3,000	3,000	0
VEHICLE R & M - INSIDE	0	0	0	0	1,000	1,000
SUPPLIES Total	1,308,513	1,492,756	1,796,872	1,725,484	1,663,598	(61,886)
NATURAL GAS Total	2,603,890	2,780,213	3,360,244	3,736,985	4,089,876	352,891

Sewer Collection

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
SEWAGE						
DEBT SERVICE						
INTEREST EXP - 2003 UTIL BOND	27,849	0	0	0	0	0
INTEREST EXP - 2006 REV BONDS	51,572	0	0	0	0	0
INTEREST EXP - 2016 REV BONDS	0	149,593	134,158	119,264	104,985	(14,279)
ISSUANCE COSTS	108,656	0	0	0	0	0
REVENUE BOND PRINCIPAL 2016	0	0	0	648,805	663,894	15,089
DEBT SERVICE Total	188,077	149,593	134,158	768,069	768,879	810
DEPRECIATION AND AMORTIZATION						
AMORT 2006 BOND DEF CHG (2011)	1,177	0	0	0	0	0
AMORT 2006 BOND DEFEASANCE	2,692	0	0	0	0	0
AMORT 2006 BOND PREMIUM	(3,780)	0	0	0	0	0
AMORT DEF CHGS - 2003 UTIL BON	3,781	0	0	0	0	0
AMORT PREMIUM - 2003 UTIL BOND	(244)	0	0	0	0	0
DEPRECIATION EXPENSE	691,637	720,573	764,460	0	0	0
AMORT DEF CHG 2016 BOND	0	0	13,417	13,417	13,417	(0)
DEPRECIATION AND AMORTIZATION Total	695,265	720,573	777,877	13,417	13,417	(0)
OTHER COSTS						
ADMIN ALLOC - ADMIN EXPENSES	430,301	479,429	577,426	542,668	710,875	168,207
OTHER COSTS Total	430,301	479,429	577,426	542,668	710,875	168,207
OTHER FINANCING USES						
TRANS OUT UTIL 5% TO GEN FUND	188,738	191,503	232,306	239,200	249,600	10,400
TRANS OUT UTIL 5% E&R FUND	0	0	0	184,000	192,000	8,000
TRANS OUT UTL E&R FUND	0	0	0	184,000	192,000	8,000
OTHER FINANCING USES Total	188,738	191,503	232,306	607,200	633,600	26,400
SEWAGE Total	1,502,381	1,541,099	1,721,767	1,931,354	2,126,771	195,417
SEWAGE COLLECTION SYSTEM						
CAPITAL OUTLAYS - PROPERTY						
CONSTRUCTION IN PROGRESS	(5,950)	0	0	0	0	0
CAPITAL OUTLAYS - PROPERTY Total	(5,950)	0	0	0	0	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	215	239	201	201	0
GMEBS-RETIREMENT CONTRIBUTION	50,148	54,487	45,695	43,469	57,959	14,490
GROUP INS	68,136	86,003	84,669	54,000	88,000	34,000
MEDICAL EXAMS	95	1,158	251	250	250	0
MEDICARE	4,196	3,623	3,776	3,388	4,480	1,092
OVERTIME SALARIES	25,792	26,791	29,241	27,000	27,000	0
REGULAR SALARIES	287,163	252,636	259,330	233,688	310,290	76,602
SOCIAL SECURITY	17,942	15,491	16,144	14,489	19,153	4,664
WORKERS COMP INSURANCE	0	7,436	10,568	0	1,500	1,500
WALTON ATHLETIC MEMBERSHIP	0	0	0	0	180	180
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	453,470	447,841	449,912	376,485	509,013	132,528
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	0	0	81	100	100	0
COMMUNICATIONS	9,433	5,616	8,918	7,500	7,500	0
CONSULTING - TECHNICAL	3,072	500	3,000	1,500	1,500	0
CUSTODIAL SVCS	0	92	0	0	0	0
DUES/FEES	513	1,079	1,199	1,500	1,500	0
EQUIPMENT RENTAL	0	263	217	300	500	200
EQUIPMENT RENTS / LEASES	30,236	49,973	54,073	40,000	40,000	0
EQUIPMENT REP & MAINT-OUTSIDE	1,979	6,275	11,339	8,125	8,125	0
GA DEPT REV FEES	0	250	150	250	250	0
LICENSES	0	0	0	0	1,000	1,000
MAINTENANCE CONTRACTS	2,860	4,219	9,662	4,000	4,000	0
MARKETING EXPENSES	269	0	0	500	1,000	500
MILEAGE REIMBURSEMENT	0	0	44	250	250	0
POSTAGE	187	0	0	250	250	0
PROFESSIONAL FEES	0	0	1,000	1,000	1,000	0
R & M BUILDINGS - OUTSIDE	0	0	0	0	1,500	1,500
R & M SYSTEM - OUTSIDE	35,380	2,961	850	5,320	10,000	4,680
TRAINING & EDUCATION	6,744	6,294	3,772	5,500	6,500	1,000
TRAVEL EXPENSE	0	0	642	2,000	2,500	500
VEHICLE REP & MAINT-OUTSID	4,192	1,491	3,311	5,000	6,500	1,500
HOLIDAY EVENTS	0	394	0	0	0	0
I/T SVCS - WEB DESIGN, ETC.	0	0	204	150	2,500	2,350
VEHICLE TAG & TITLE FEE	0	0	3	0	0	0
LANDFILLS FEES	0	0	110	0	0	0
PURCHASED/CONTRACTED SERVICES Total	94,864	79,406	98,576	83,245	96,475	13,230
SUPPLIES						
AUTO & TRUCK FUEL	13,386	12,554	16,604	16,000	16,000	0
AUTO PARTS	10,154	2,349	8,846	6,500	6,500	0
BOOKS & PERIODICALS	0	120	0	0	250	250
CHEMICALS/PESTICIDES	17,294	3,088	5,422	10,000	10,000	0
COMPUTER EQUIP NON-CAPITAL	0	0	122	50	500	450
CONSTRUCTION MATERIALS	0	1,197	0	0	0	0
DAMAGE CLAIMS	455	215	17,230	10,500	10,500	0
DNU - MISCELLANEOUS	5,532	47	0	0	0	0
EQUIPMENT PARTS	6,625	7,065	13,228	11,500	11,500	0
FOOD	0	114	785	400	400	0
FURNITURE < 5,000	0	0	0	5,000	2,500	(2,500)
JANITORIAL SUPPLIES	0	704	3,882	2,928	2,928	0
OFFICE SUPPLIES & EXPENSES	4,135	1,422	572	1,530	1,000	(530)
SMALL OPERATING SUPPLIES	16,557	25,523	20,422	15,000	15,000	0
SMALL TOOLS & MINOR EQUIPMENT	8,114	9,193	25,815	17,500	17,500	0
SYS R & M - INSIDE / SHIPPING	0	0	281	250	250	0
SYSTEM R & M - INSIDE	13,858	6,819	5,019	16,872	16,872	0
TIRES	0	0	5,554	3,700	3,700	0
UNIFORM RENTAL	0	716	0	0	0	0
UNIFORM EXPENSE	2,615	2,322	3,685	3,700	3,700	0
SUPPLIES Total	98,725	73,448	127,466	121,430	119,100	(2,330)
SEWAGE COLLECTION SYSTEM Total	641,109	600,694	675,954	581,160	724,588	143,428

Sewer Treatment Plant

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
SEWAGE TREATMENT PLANT						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	188	176	180	180	0
GMEBS-RETIREMENT CONTRIBUTION	43,879	47,676	39,983	43,469	43,469	0
GROUP INS	59,619	75,253	73,778	54,000	66,000	12,000
MEDICAL EXAMS	70	743	260	100	300	200
MEDICARE	4,026	4,113	3,602	3,661	4,033	372
OVERTIME SALARIES	29,115	29,188	36,336	36,000	36,000	0
REGULAR SALARIES	265,322	276,919	227,705	252,451	278,135	25,684
SOCIAL SECURITY	17,215	17,999	15,460	15,652	17,244	1,592
WORKERS COMP INSURANCE	0	12,698	0	0	1,500	1,500
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	419,246	464,778	397,299	405,513	446,861	41,348
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	0	600	40	50	50	0
COMMUNICATIONS	432	861	2,452	2,000	2,000	0
CONSULTING - TECHNICAL	942	46,000	27,000	250,000	250,000	0
CONTRACT LABOR	0	0	1,759	0	0	0
CUSTODIAL SVCS	0	335	0	0	0	0
DUES/FEES	0	281	39	1,050	1,050	0
ENVIRONMENTAL EXPENSE	0	0	5,250	0	0	0
EQUIPMENT RENTAL	0	234	12,581	6,000	6,000	0
EQUIPMENT RENTS / LEASES	12,404	12,647	0	3,600	3,600	0
EQUIPMENT REP & MAINT-OUTSIDE	70,414	67,155	35,990	75,000	75,000	0
FINES/LATE FEE	0	2,000	201	0	0	0
GA DEPT REV FEES	0	300	300	300	300	0
LANDFILL FEES	45,389	100,905	73,481	70,000	85,000	15,000
LAWN CARE & MAINTENANCE	0	0	8,744	7,000	7,500	500
MAINTENANCE CONTRACTS	3,024	2,327	6,776	4,000	10,000	6,000
MARKETING EXPENSES	0	0	0	500	500	0
MILEAGE REIMBURSEMENT	0	0	0	250	500	250
POSTAGE	177	436	287	500	500	0
R & M BUILDINGS - OUTSIDE	35,234	9,722	7,152	50,000	50,000	0
R & M SYSTEM - OUTSIDE	5,118	39,826	34,493	160,000	160,000	0
TRAINING & EDUCATION	1,546	3,126	5,276	4,000	4,500	500
TRAVEL EXPENSE	0	0	1,127	1,000	2,000	1,000
VEHICLE REP & MAINT-OUTSIDE	6,441	118	650	3,000	3,000	0
I/T SVCS - WEB DESIGN, ETC.	0	0	155	150	150	0
VEHICLE TAG & TITLE FEE	0	0	21	0	0	0
SHIPPING/FREIGHT	0	0	483	0	0	0
PURCHASED/CONTRACTED SERVICES Total	181,121	286,873	224,258	638,400	661,650	23,250
SUPPLIES						
AUTO & TRUCK FUEL	7,511	7,415	6,848	10,000	10,000	0
AUTO PARTS	1,518	8,345	5,193	2,500	2,500	0
CHEMICALS/PESTICIDES	105,301	114,601	134,478	125,000	125,000	0
COMPUTER EQUIP NON-CAPITAL	0	0	107	50	250	200
DAMAGE CLAIMS	0	0	0	1,000	1,000	0
DNU - MISCELLANEOUS	520	698	0	0	0	0
EQUIPMENT PARTS	9,540	41,060	39,259	50,000	50,000	0
FOOD	0	488	2,073	500	500	0
HAND TOOLS	0	0	9	0	0	0
JANITORIAL SUPPLIES	0	1,221	2,990	1,896	2,500	604
LAB SUPPLIES	25,221	25,985	24,837	50,000	50,000	0
OFFICE SUPPLIES & EXPENSES	4,215	3,855	3,922	3,510	3,510	0
R & M BUILDINGS - INSIDE	1,075	2,512	5,140	3,500	3,500	0
SMALL OPERATING SUPPLIES	11,829	14,202	16,699	10,000	10,000	0
SMALL TOOLS & MINOR EQUIPMENT	6,112	31,274	27,007	14,000	14,000	0
SYSTEM R & M - INSIDE	7,854	40,271	36,345	44,404	44,404	0
UNIFORM RENTAL	13,181	7,871	8,920	7,200	7,200	0
UTILITY COSTS	340,871	295,266	295,033	325,000	325,000	0
UNIFORM EXPENSE	1,027	1,274	1,222	5,000	5,000	0
VEHICLE R & M - INSIDE	0	0	0	0	250	250
SUPPLIES Total	535,774	596,337	610,083	653,560	654,614	1,054
SEWAGE TREATMENT PLANT Total	1,136,141	1,347,988	1,231,641	1,697,473	1,763,125	65,652

Storm Water

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
STORMWATER						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
EQUIPMENT	0	0	0	0	0	0
VEHICLES	0	0	0	0	0	0
CAPITAL OUTLAYS - MACHINERY & EQUIP Total	0	0	0	0	0	0
CAPITAL OUTLAYS - PROPERTY						
CONSTRUCTION IN PROGRESS	0	0	0	0	0	0
INFRASTRUCTURE	0	0	0	0	0	0
CAPITAL OUTLAYS - PROPERTY Total	0	0	0	0	0	0
DEPRECIATION AND AMORTIZATION						
DEPRECIATION EXPENSE	1,604	1,849	6,089	0	0	0
DEPRECIATION AND AMORTIZATION Total	1,604	1,849	6,089	0	0	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	20	100	101	101	0
GMEBS-RETIREMENT CONTRIBUTION	18,805	20,433	22,848	43,469	43,469	0
GROUP INS	25,613	32,312	43,784	54,000	66,000	12,000
MEDICAL EXAMS	0	338	276	150	150	0
MEDICARE	1,978	1,914	2,299	3,376	3,352	(24)
OVERTIME SALARIES	9,798	5,395	4,525	5,000	3,500	(1,500)
REGULAR SALARIES	129,573	135,453	160,507	232,797	234,590	1,793
SOCIAL SECURITY	8,456	8,458	9,832	14,433	14,433	0
WORKERS COMP INSURANCE	0	0	2,996	0	1,500	1,500
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	194,223	204,323	247,166	353,326	367,095	13,769
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	0	32	0	0	1,000	1,000
COMMUNICATIONS	632	1,194	2,963	2,208	2,500	292
CONSULTING - TECHNICAL	800	650	3,420	3,500	3,500	0
DUES/FEES	155	110	8	250	250	0
EQUIPMENT RENTAL	0	88	163	200	500	300
EQUIPMENT RENTS / LEASES	0	0	0	0	2,000	2,000
EQUIPMENT REP & MAINT-OUTSIDE	288	0	1,395	1,000	1,000	0
LAWN CARE & MAINTENANCE	0	790	0	0	0	0
MAINTENANCE CONTRACTS	842	0	215	3,000	3,000	0
MARKETING EXPENSES	0	0	138	0	1,000	1,000
MILEAGE REIMBURSEMENT	0	0	0	250	250	0
R & M BUILDINGS - OUTSIDE	0	0	0	0	1,500	1,500
R & M SYSTEM - OUTSIDE	1,220	15,400	7,270	50,000	75,000	25,000
SOFTWARE	0	0	0	0	500	500
TRAINING & EDUCATION	180	1,697	630	1,600	1,600	0
VEHICLE REP & MAINT-OUTSID	771	0	0	2,500	2,500	0
I/T SVCS - WEB DESIGN, ETC.	0	0	88	100	2,500	2,400
SHIPPING/FREIGHT	0	0	0	0	250	250
R & M PONDS - OUTSIDE	0	0	0	0	2,500	2,500
LANDFILLS FEES	0	0	110	0	0	0
PURCHASED/CONTRACTED SERVICES Total	4,889	19,961	16,400	64,608	101,350	36,742
SUPPLIES						
AUTO & TRUCK FUEL	4,417	3,670	4,732	5,000	5,000	0
AUTO PARTS	2,582	7,319	2,662	1,500	2,500	1,000
CHEMICALS/PESTICIDES	0	9	0	0	0	0
COMPUTER EQUIP NON-CAPITAL	0	0	61	50	1,000	950
DAMAGE CLAIMS	1,951	4,272	109	5,000	5,000	0
DNU - MISCELLANEOUS	704	6,145	0	0	0	0
EQUIPMENT PARTS	0	0	31	0	1,000	1,000
EXPENDABLE FLUIDS	0	0	267	0	0	0
FOOD	0	234	120	100	250	150
FURNITURE < 5,000	0	0	0	5,000	2,500	(2,500)
OFFICE SUPPLIES & EXPENSES	751	587	150	650	650	0
SMALL OPERATING SUPPLIES	8,154	9,764	9,855	9,000	9,000	0
SMALL TOOLS & MINOR EQUIPMENT	11,923	11,447	8,756	7,500	10,000	2,500
SYSTEM R & M - INSIDE	13,242	7,688	6,677	50,000	50,000	0
TIRES	0	0	579	0	0	0
UNIFORM EXPENSE	1,961	11	1,641	1,050	1,500	450
VEHICLE R & M - INSIDE	0	0	0	0	1,000	1,000
SUPPLIES Total	45,685	51,146	35,641	84,850	89,400	4,550
STORMWATER Total	246,401	277,278	305,296	502,784	557,845	55,061

Water Collection

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
WATER						
DEBT SERVICE						
CONTRA-INTEREST G13 EXPENSE	(5,938)	0	0	0	0	0
INTEREST EXP - 2003 UTIL BOND	27,785	0	0	0	0	0
INTEREST EXP - 2006 REV BONDS	440,177	0	0	0	0	0
INTEREST EXP - 2016 REV BONDS	0	149,246	133,847	118,988	104,741	(14,247)
INTEREST ON GEFA 2009	102,136	0	0	0	0	0
INTEREST ON GEFA 2013	6,627	0	7,441	6,905	6,367	(538)
ISSUANCE COSTS	108,656	0	0	0	0	0
PRINCIPAL GEFA 2009	0	0	0	0	0	0
PRINCIPAL GEFA 2013	0	7,974	0	107,458	107,996	538
REVENUE BOND PRINCIPAL 2016	0	0	0	647,301	662,354	15,053
DEBT SERVICE Total	679,442	157,220	141,288	880,652	881,458	806
DEPRECIATION AND AMORTIZATION						
AMORT 2006 BOND DEF CHG (2011)	10,049	0	0	0	0	0
AMORT 2006 BOND DEFEASANCE	22,979	0	0	0	0	0
AMORT 2006 BOND PREMIUM	(32,260)	0	0	0	0	0
AMORT DEF CHGS - 2003 UTIL BON	3,773	0	0	0	0	0
AMORT PREMIUM - 2003 UTIL BOND	(243)	0	0	0	0	0
DEPRECIATION EXPENSE	1,772,426	995,906	978,532	0	0	0
AMORT DEF CHG 2016 BOND	0	0	13,386	13,386	13,386	(0)
DEPRECIATION AND AMORTIZATION Total	1,776,724	995,906	991,918	13,386	13,386	(0)
OTHER COSTS						
ADMIN ALLOC - ADMIN EXPENSES	544,734	624,071	721,856	686,612	710,875	24,263
OTHER COSTS Total	544,734	624,071	721,856	686,612	710,875	24,263
OTHER FINANCING USES						
TRANS OUT UTIL 5% TO GEN FUND	232,600	227,515	281,652	294,416	313,704	19,287
TRANS OUT UTL 5% E&R FUND	0	0	0	226,474	241,311	14,837
TRANS OUT UTL E&R FUND	0	0	0	226,474	241,311	14,837
OTHER FINANCING USES Total	232,600	227,515	281,652	747,364	796,325	48,960
WATER Total	3,233,500	2,004,713	2,136,713	2,328,014	2,402,044	74,029
WATER DISTRIBUTION SYSTEM						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	269	226	230	230	0
GMEBS-RETIREMENT CONTRIBUTION	50,148	68,109	51,407	65,204	65,204	0
GROUP INS	70,773	109,267	94,276	81,000	99,000	18,000
MEDICAL EXAMS	30	1,026	425	300	400	100
MEDICARE	4,697	3,840	4,607	4,778	5,196	418
OVERTIME SALARIES	36,032	30,494	49,087	30,000	45,000	15,000
REGULAR SALARIES	307,061	254,078	286,081	329,510	368,022	38,512
SOCIAL SECURITY	20,084	16,525	20,017	20,430	22,218	1,788
WORKERS COMP INSURANCE	0	0	0	0	1,500	1,500
WALTON ATHLETIC MEMBERSHIP	0	0	0	0	120	120
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	488,826	483,606	506,127	531,452	606,890	75,438
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	0	48	81	100	100	0
COMMUNICATIONS	3,446	4,240	9,683	4,200	4,200	0
CONSULTING - TECHNICAL	2,652	1,250	4,000	4,000	4,000	0
CUSTODIAL SVCS	0	92	0	0	0	0
DUES/FEES	1,074	845	736	1,500	1,500	0
EQUIPMENT RENTAL	0	293	245	300	5,000	4,700
EQUIPMENT RENTS / LEASES	9,181	34,530	30,264	15,000	15,000	0
EQUIPMENT REP & MAINT - OUTSIDE	5,171	1,369	3,092	7,500	7,500	0
MAINTENANCE CONTRACTS	2,860	4,219	5,741	2,000	2,000	0
MARKETING EXPENSES	325	60	670	300	750	450
MILEAGE REIMBURSEMENT	0	0	0	250	500	250
POSTAGE	186	0	0	0	0	0
PROFESSIONAL FEES	0	0	1,000	1,000	10,000	9,000
R & M SYSTEM - OUTSIDE	30,943	16,685	9,250	54,000	100,000	46,000
SIDEWALK REPAIRS & MAINT OUTSIDE	0	6,800	1,250	10,000	10,000	0
TRAINING & EDUCATION	5,533	4,909	3,827	5,000	5,000	0
TRAVEL EXPENSE	0	0	385	500	1,500	1,000
VEHICLE REP & MAINT - OUTSID	5,838	4,894	3,637	10,000	10,000	0
HOLIDAY EVENTS	0	394	0	0	0	0
I/T SVCS - WEB DESIGN, ETC.	0	0	199	250	2,000	1,750
VEHICLE TAG & TITLE FEE	0	0	24	0	0	0
LANDFILLS FEES	0	0	110	0	0	0
PURCHASED/CONTRACTED SERVICES Total	67,209	80,628	74,193	115,900	179,050	63,150
SUPPLIES						
AUTO & TRUCK FUEL	8,882	10,026	14,814	10,000	10,000	0
AUTO PARTS	3,797	5,730	7,780	3,500	3,500	0
CHEMICALS/PESTICIDES	169	2,600	0	500	500	0
COMPUTER EQUIP NON-CAPITAL	0	0	138	100	100	0
DAMAGE CLAIMS	4,831	1,438	10,014	1,000	1,000	0
DNU - MISCELLANEOUS	220	2,732	0	0	0	0
EQUIPMENT PARTS	1,438	2,199	4,553	5,000	5,000	0
EXPENDABLE FLUIDS	0	0	756	1,000	1,000	0
FOOD	0	114	693	500	500	0
JANITORIAL SUPPLIES	0	274	892	500	500	0
METERS	0	56,247	0	0	75,000	75,000
OFFICE SUPPLIES & EXPENSES	2,317	2,971	1,640	8,500	8,500	0
SMALL OPERATING SUPPLIES	24,747	23,664	16,715	10,000	10,000	0
SMALL TOOLS & MINOR EQUIPMENT	12,081	6,920	19,155	13,500	13,500	0
SYSTEM R & M - INSIDE	114,638	119,956	179,732	115,000	135,000	20,000
TIRES	0	0	1,449	1,000	1,000	0
TRAINING MATERIALS - COM USE	0	0	9,591	10,000	10,000	0
UNIFORM RENTAL	0	449	0	0	0	0
SIDEWALK R & M - INSIDE	0	0	530	2,000	2,000	0
UNIFORM EXPENSE	3,221	3,023	4,024	3,000	3,000	0
SUPPLIES Total	176,340	238,345	272,475	185,100	280,100	95,000
WATER DISTRIBUTION SYSTEM Total	732,375	802,579	852,795	832,452	1,066,040	233,588

Water Treatment Plant

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
WATER TREATMENT PLANT						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	134	113	80	200	120
GMEBS-RETIREMENT CONTRIBUTION	31,342	34,054	34,271	50,714	65,204	14,490
GROUP INS	42,585	53,752	65,173	63,000	99,000	36,000
MEDICAL EXAMS	0	505	485	150	150	0
MEDICARE	3,185	2,773	4,198	4,724	5,270	546
OVERTIME SALARIES	23,192	22,600	22,479	20,000	28,000	8,000
REGULAR SALARIES	205,521	176,782	278,059	325,816	363,426	37,610
SOCIAL SECURITY	13,619	11,891	17,951	20,264	22,532	2,268
WORKERS COMP INSURANCE	0	554	5,317	0	1,500	1,500
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	319,443	303,046	428,048	484,748	585,282	100,534
PURCHASED/CONTRACTED SERVICES						
COMMUNICATIONS	1,888	2,035	3,368	3,180	3,180	0
CONSULTING - TECHNICAL	2,436	0	9,200	7,500	7,500	0
CONTRACT LABOR	0	0	409	500	500	0
CUSTODIAL SVCS	0	764	0	0	0	0
DUES/FEES	581	1,262	1,513	2,500	2,500	0
EQUIPMENT RENTAL	0	146	163	180	180	0
EQUIPMENT RENTS / LEASES	0	0	0	1,000	1,000	0
EQUIPMENT REP & MAINT-OUTSIDE	82,372	47,232	63,291	75,000	75,000	0
FINES/LATE FEE	0	0	532	0	0	0
LAWN CARE & MAINTENANCE	0	810	2,404	2,160	3,500	1,340
LICENSES	0	0	0	0	1,000	1,000
MAINTENANCE CONTRACTS	41,568	15,477	8,523	55,660	55,660	0
MARKETING EXPENSES	77	0	131	500	500	0
MILEAGE REIMBURSEMENT	0	0	0	250	500	250
OTHER CONTRACTUAL SERVICES	0	0	409	0	0	0
POSTAGE	2,543	3,113	5,278	5,000	5,000	0
PROFESSIONAL FEES	0	12,480	0	0	1,600	1,600
R & M BUILDINGS - OUTSIDE	1,978	10,853	2,956	10,000	10,000	0
R & M RESERVOIR - OUTSIDE	6,551	6,704	1,900	7,500	7,500	0
R & M SYSTEM - OUTSIDE	76,229	25,781	39,911	60,000	60,000	0
R & M WATER TANKS - OUTSIDE	53,380	52,690	51,250	53,000	53,000	0
TRAINING & EDUCATION	3,149	6,591	5,756	3,500	4,500	1,000
TRAVEL EXPENSE	0	252	1,223	0	2,500	2,500
VEHICLE REP & MAINT-OUTSID	0	0	0	1,000	1,000	0
I/T SVCS - WEB DESIGN, ETC.	0	0	177	200	200	0
VEHICLE TAG & TITLE FEE	0	0	21	0	0	0
SHIPPING/FREIGHT	0	0	318	500	500	0
PURCHASED/CONTRACTED SERVICES Total	272,752	186,191	198,732	289,130	296,820	7,690
SUPPLIES						
AUTO & TRUCK FUEL	1,579	2,310	3,988	5,000	5,000	0
AUTO PARTS	604	812	1,286	1,500	1,500	0
BOOKS & PERIODICALS	0	120	0	500	500	0
CHEMICALS/PESTICIDES	149,812	163,417	167,712	180,000	180,000	0
COMPUTER EQUIP NON-CAPITAL	0	0	122	100	100	0
CONSTRUCTION MATERIALS	0	1,197	0	0	0	0
DAMAGE CLAIMS	0	0	0	1,000	1,000	0
DNU - MISCELLANEOUS	229	536	0	0	0	0
EQUIPMENT PARTS	11,283	21,529	43,877	20,000	20,000	0
FOOD	0	122	1,084	500	500	0
FURNITURE < 5,000	0	0	0	0	1,000	1,000
JANITORIAL SUPPLIES	0	3,795	13,345	12,000	12,000	0
LAB SUPPLIES	21,163	30,074	23,745	20,000	22,500	2,500
OFFICE SUPPLIES & EXPENSES	2,968	2,482	4,980	6,000	6,000	0
R & M BUILDINGS - INSIDE	3,479	2,199	2,237	5,000	5,000	0
RESERVOIR R & M - INSIDE	503	858	280	1,000	1,000	0
SMALL OPERATING SUPPLIES	10,933	8,309	2,865	8,000	8,000	0
SMALL TOOLS & MINOR EQUIPMENT	12,518	15,722	6,140	12,500	12,500	0
SYSTEM R & M - INSIDE	829	4,106	3,869	12,500	12,500	0
TIRES	0	0	0	0	800	800
UNIFORM RENTAL	4,297	5,460	5,473	5,000	5,000	0
UTILITY COSTS	335,563	291,715	342,330	350,000	350,000	0
UNIFORM EXPENSE	882	439	451	750	750	0
SUPPLIES Total	556,642	555,202	623,785	641,350	645,650	4,300
WATER TREATMENT PLANT Total	1,148,838	1,044,439	1,250,565	1,415,228	1,527,752	112,524

Natural Gas, Sewer, Storm Water & Water Admin

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
ADMIN WSG						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	0	50	50	50	0
GMEBS-RETIREMENT CONTRIBUTION	6,268	13,622	11,424	14,490	14,490	0
GROUP INS	8,489	22,382	21,380	18,000	22,000	4,000
MEDICAL EXAMS	0	202	0	0	50	50
MEDICARE	2,036	690	2,280	2,428	2,558	130
OVERTIME SALARIES	0	0	1,675	2,500	1,000	(1,500)
REGULAR SALARIES	145,631	54,153	161,069	167,480	176,411	8,931
SOCIAL SECURITY	8,705	2,951	9,480	10,384	10,938	554
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	171,129	94,001	207,358	215,332	227,497	12,165
ADMIN WSG Total	171,129	94,001	207,358	215,332	227,497	12,165
TOTAL EXPENDITURES	11,493,355	10,826,203	12,010,479	13,507,919	14,756,448	1,248,529

SOLID WASTE FUND

Solid Waste



Overview

The Solid Waste Department provides curbside household garbage and bulk trash pickup, commercial dumpster pickup, recycling and yard trimming pickup. The City also owns and operates a transfer station where the City contracts with other solid waste providers for the transport of solid waste to the private sector landfill.

Goals/Accomplishments

- Meet Federal and State guidelines and comply with environmental regulations.
- Preserve natural resources.
- Protect public health and the environment.
- Deliver consistent and quality customer service.
- Reduce waste and keep costs at a minimum.
- Encourage all citizens to be "waste conscious" and make a sincere effort to reduce the amount of waste generated by practicing reduction and recycling whenever possible.

SOLID WASTE FUND OPERATING BUDGET SUMMARY
REVENUES, EXPENSES AND OTHER SOURCES AND USES SUMMARY

REVENUE	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET	% CHANGE
CHARGES FOR SERVICES	4,272,845	4,580,937	4,481,912	4,808,584	5,351,522	542,938	11.3%
OTHER FINANCING SOURCES	137,651	232,689	0	0	0	0	0
TOTAL REVENUE	4,410,496	4,813,626	4,481,912	4,808,584	5,351,522	542,938	11.3%
DEPARTMENT	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET	% CHANGE
OTHER FINANCING USES	223,810	244,705	245,796	540,944	600,667	59,723	11.0%
SOLID WASTE & RECYCLING	3,864,627	3,957,608	4,311,889	4,267,640	4,750,855	483,215	11.3%
DEPRECIATION AND AMORTIZATION	0	148,083	0	0	0	0	0.0%
TOTAL EXPENDITURES	4,088,437	4,350,396	4,557,685	4,808,584	5,351,522	542,938	11.3%
USE OF CASH RESERVES							
EXCESS/(DEFICIENCY) OF REVENUE & OTHER SOURCES OVER EXPENDITURES	322,059	463,231	(75,773)	(0)	(0)	(0)	

Revenues and Rates

The cost of providing residential and commercial solid waste service is financed and accounted for in the Solid Waste Fund. This fund is divided into the following functions: Administration, Recyclables Collection, Solid Waste Collection and Solid Waste Disposal.

The primary source of revenue is collections from fees charged monthly for the collection of solid waste in addition to the fees collected from the operation of the transfer station. The City has contracts with vendors to "transfer" their solid waste which is then transported by a contractor to a landfill.

Commercial rates are based on the size of the container and the frequency of the pickup. Commercial and Residential rates for 2019 will increase by 3% annually on January 1st in order to keep up with the increase in hauling costs from the transfer station based on the current landfill disposal contract.

City of Monroe Garbage Rates

	2020
Description	Rate
Residential	
Minimum/Vacant	13.84
In City	23.68
With Additional Cart	35.53
Curbside Cart Fee	67.83
Out of City **	25.07
Apartment in City	13.99
Commercial	
Shared Dumpster	41.53
2 yard - 1 Pickup per Week Dumpster	41.53
2 yard - 2 Pickups per Week Dumpster	65.06
2 yard - 3 Pickups per Week Dumpster	99.66
2 yard - 4 Pickups per Week Dumpster	131.50
2 yard - 5 Pickups per Week Dumpster	163.34
4 yard - 1 Pickup per Week Dumpster	62.29
4 yard - 2 Pickups per Week Dumpster	128.73
4 yard - 3 Pickups per Week Dumpster	192.41
4 yard - 4 Pickups per Week Dumpster	256.08
4 yard - 5 Pickups per Week Dumpster	321.14
6 Yard - 1 Pickup per Week Dumpster	94.13
6 Yard - 2 Pickups per Week Dumpster	188.26
6 Yard - 3 Pickups per Week Dumpster	283.77
6 Yard - 4 Pickups per Week Dumpster	377.90
6 Yard - 5 Pickups per Week Dumpster	472.02
8 Yard - 1 Pickup per Week Dumpster	125.97
8 Yard - 2 Pickups per Week Dumpster	249.16
8 Yard - 3 Pickups per Week Dumpster	373.74
8 Yard - 4 Pickups per Week Dumpster	499.71
8 Yard - 5 Pickups per Week Dumpster	624.29
30 Yard - 1 Pickup per Week Rolloff	321.14
30 Yard - 2 Pickups per Week Rolloff	570.30
WCBOE/Admin Bldg	216.05
WCBOE/Elem Schools	432.08
WCBOE/High School	648.13

SOLID WASTE FUND

REVENUE DETAIL

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
CHARGES FOR SERVICES						
SALE OF RECYCLED MATERIALS	25,119	31,772	33,613	32,000	32,000	0
SANITATION FEES	1,982,222	2,051,644	2,069,367	1,960,000	2,100,000	140,000
TRANSFER STATION FEES	2,265,504	2,497,521	2,378,932	2,816,584	3,219,523	402,939
CHARGES FOR SERVICES Total	4,272,845	4,580,937	4,481,912	4,808,584	5,351,523	542,939
OTHER FINANCING SOURCES						
OPERATING TRANSFERS IN	137,651	232,689	0	0	0	0
OTHER FINANCING SOURCES T	137,651	232,689	0	0	0	0
TOTAL REVENUE	4,410,496	4,813,626	4,481,912	4,808,584	5,351,523	542,939

SOLID WASTE EXPENDITURES

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
DEPRECIATION AND AMORTIZATION						
DEPRECIATION AND AMORTIZATION						
DEPRECIATION EXPENSE	0	148,083	0	0	0	0
DEPRECIATION AND AMORTIZATION Total	0	148,083	0	0	0	0
DEPRECIATION AND AMORTIZATION Total	0	148,083	0	0	0	0
OTHER FINANCING USES						
OTHER FINANCING USES						
TRAN OUT - CIP	0	0	0	240,429	267,576	27,147
TRANSFERS OUT - OTHER FUNDS	211,199	232,705	233,796	288,515	321,091	32,576
TRAN OUT - WC INSURANCE	12,611	12,000	12,000	12,000	12,000	0
OTHER FINANCING USES Total	223,810	244,705	245,796	540,944	600,668	59,723
OTHER FINANCING USES Total	223,810	244,705	245,796	540,944	600,668	59,723
SOLID WASTE ADMINISTRATION						
DEPRECIATION AND AMORTIZATION						
DEPRECIATION EXPENSE	136,772	0	0	0	0	0
DEPRECIATION AND AMORTIZATION Total	136,772	0	0	0	0	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	81	75	100	100	0
GMEBS-RETIREMENT CONTRIBUTION	18,805	20,433	17,136	21,735	21,735	0
GROUP INS	36,453	32,508	31,989	27,000	35,700	8,700
MEDICAL EXAMS	0	303	186	150	150	0
MEDICARE	2,188	2,205	2,129	2,378	2,483	105
OVERTIME SALARIES	2,034	3,857	3,763	3,000	3,000	0
PART - TIME/TEMPORARY SALARIES	0	9,395	235	14,251	17,058	2,807
REGULAR SALARIES	143,449	146,517	141,306	149,716	154,205	4,489
SEASONAL SALARIES	11,505	0	0	0	0	0
SOCIAL SECURITY	9,355	9,427	9,139	10,166	10,618	452
WORKERS COMP INSURANCE	8	0	0	0	2,000	2,000
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	223,798	224,725	205,958	228,496	247,049	18,553
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	146	96	414	750	750	0
COMMUNICATIONS	5,258	1,727	1,079	1,200	1,200	0
CUSTODIAL SVCS	0	370	2,400	3,000	3,000	0
DUES/FEES	776	1,236	434	750	750	0
EQUIPMENT RENTAL	0	753	20,769	1,000	1,000	0
EQUIPMENT RENTS / LEASES	0	0	5,000	0	0	0
GENERAL LIABILITY INSURANCE	21,651	24,528	27,216	25,500	25,500	0
LAWN CARE & MAINTENANCE	0	0	0	2,000	2,000	0
MAINTENANCE CONTRACTS	10,561	6,374	10,756	14,000	14,000	0
PEST CONTROL	0	113	680	800	800	0
POSTAGE	0	0	49	100	100	0
PRINTING	3,080	4,250	5,472	5,000	5,000	0
PROFESSIONAL FEES	0	0	83	150	150	0
R & M BUILDINGS - OUTSIDE	0	0	22,192	1,000	15,000	14,000
TRAINING & EDUCATION	5,008	2,158	3,444	3,500	3,500	0
TRAVEL EXPENSE	0	381	185	500	500	0
VEHICLE REP & MAINT-OUTSID	0	0	0	305	305	0
I/T SVCS - WEB DESIGN, ETC.	0	0	487	500	500	0
PURCHASED/CONTRACTED SERVICES Total	46,480	41,986	100,659	60,055	74,055	14,000
SUPPLIES						
AUTO & TRUCK FUEL	1,848	1,590	1,779	2,500	2,500	0
AUTO PARTS	84	673	583	1,000	1,000	0
CHEMICALS/PESTICIDES	728	567	0	700	700	0
COMPUTER EQUIP NON-CAPITAL	0	0	337	115	500	385
DAMAGE CLAIMS	0	0	0	200	200	0
DNU - MISCELLANEOUS	646	30	0	0	0	0
EQUIPMENT PARTS	0	0	362	500	500	0
EXPENDABLE FLUIDS	207	0	41	100	100	0
FOOD	0	33	0	200	200	0
HAND TOOLS	2,071	1,241	567	1,500	1,500	0
JANITORIAL SUPPLIES	17,378	14,603	17,615	15,000	15,000	0
OFFICE SUPPLIES & EXPENSES	5,005	2,750	3,229	7,000	7,000	0
R & M BUILDINGS - INSIDE	36,092	29,416	25,781	35,000	25,000	(10,000)
SAFETY/MEDICAL SUPPLIES	376	430	168	750	750	0
TIRES	455	0	511	600	600	0
UNIFORM RENTAL	0	(36)	0	0	0	0
UNIFORM EXPENSE	41	90	350	500	500	0
SUPPLIES Total	64,931	51,387	51,322	65,665	56,050	(9,615)
SOLID WASTE ADMINISTRATION Total	471,981	318,098	357,939	354,216	377,154	22,938

Solid Waste Recyclables

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
RECYCLABLES COLLECTION						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	27	25	30	30	0
GMEBS-RETIREMENT CONTRIBUTION	6,268	6,811	5,712	7,245	7,245	0
GROUP INS	12,151	10,836	10,663	9,000	13,700	4,700
MEDICAL EXAMS	0	101	0	150	150	0
MEDICARE	596	379	449	511	398	(113)
OVERTIME SALARIES	0	0	507	500	500	0
REGULAR SALARIES	43,219	29,861	35,041	35,271	27,401	(7,870)
REIMB SALARIES - SW	0	10,467	6,327	0	0	0
SOCIAL SECURITY	2,549	1,621	1,922	2,187	1,699	(488)
WORKERS COMP INSURANCE	0	0	169	0	500	500
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	64,784	60,103	60,816	54,894	51,623	(3,271)
PURCHASED/CONTRACTED SERVICES						
CONTRACT LABOR	9,470	8,270	17,900	45,000	45,000	0
DUES/FEES	0	0	2	0	0	0
EQUIPMENT REP & MAINT-OUTSIDE	6,440	835	0	2,000	2,000	0
GA DEPT REV FEES	0	100	100	100	100	0
GENERAL LIABILITY INSURANCE	589	577	603	700	700	0
LANDFILL FEES	0	1,104	9,995	0	0	0
RECYCLING	0	4,418	6,435	6,000	7,000	1,000
RECYCLING EDUCATION	0	0	0	25,000	25,000	0
TRAINING & EDUCATION	0	35	0	1,000	1,000	0
VEHICLE REP & MAINT-OUTSID	0	0	0	0	0	0
PURCHASED/CONTRACTED SERVICES Total	16,500	15,338	35,035	79,800	80,800	1,000
SUPPLIES						
AUTO & TRUCK FUEL	4,450	5,581	7,465	10,000	10,000	0
DNU - MISCELLANEOUS	121	0	0	0	0	0
EQUIPMENT PARTS	5,036	806	1,603	10,120	10,120	0
EXPENDABLE FLUIDS	1,023	214	384	500	500	0
JANITORIAL SUPPLIES	0	0	0	500	500	0
RECYCLING BINS	4,332	0	0	5,000	5,000	0
SAFETY/MEDICAL SUPPLIES	281	140	353	750	750	0
SMALL TOOLS & MINOR EQUIPMENT	0	0	0	300	300	0
TIRES	0	1,886	1,882	2,500	2,500	0
UNIFORM RENTAL	475	795	728	1,200	1,200	0
UNIFORM EXPENSE	0	0	36	100	100	0
SUPPLIES Total	15,718	9,423	12,450	30,970	30,970	0
RECYCLABLES COLLECTION Total	97,002	84,863	108,302	165,664	163,393	(2,271)

Solid Waste Collection

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
SOLID WASTE COLLECTION						
DEPRECIATION AND AMORTIZATION						
DEPRECIATION EXPENSE	0	0	109,843	0	0	0
DEPRECIATION AND AMORTIZATION Total	0	0	109,843	0	0	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	322	301	330	330	0
GMEBS-RETIREMENT CONTRIBUTION	88,531	81,730	27,178	86,938	94,183	7,245
GROUP INS	145,813	130,030	127,927	108,000	146,148	38,148
MEDICAL EXAMS	113	1,478	1,615	200	300	100
MEDICARE	5,520	5,631	6,132	6,148	7,345	1,197
OVERTIME SALARIES	12,532	12,987	15,415	13,000	13,000	0
PART - TIME/TEMPORARY SALARIES	0	0	11,708	16,806	19,000	2,194
REGULAR SALARIES	387,610	394,159	404,204	407,225	487,573	80,348
REIMB SALARIES - SW	0	24,424	14,764	0	0	0
SOCIAL SECURITY	23,601	23,959	25,673	26,290	31,408	5,118
WORKERS COMP INSURANCE	3,404	13,346	11,922	0	10,000	10,000
WALTON ATHLETIC MEMBERSHIP	0	0	0	0	60	60
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	667,122	688,068	646,841	664,937	809,347	144,410
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	0	16	0	0	0	0
COMMUNICATIONS	0	2,013	2,300	6,100	6,100	0
DUES/FEES	0	0	193	205	205	0
EQUIPMENT REP & MAINT-OUTSIDE	8,500	1,980	5,891	2,000	2,000	0
GA DEPT REV FEES	0	900	1,000	1,000	1,000	0
GENERAL LIABILITY INSURANCE	6,878	6,939	7,057	9,000	9,000	0
TRAINING & EDUCATION	0	1,370	806	2,700	2,700	0
TRAVEL EXPENSE	0	0	404	0	0	0
VEHICLE REP & MAINT-OUTSID	0	0	(395)	0	0	0
PURCHASED/CONTRACTED SERVICES Total	15,378	13,218	17,257	21,005	21,005	0
SUPPLIES						
AUTO & TRUCK FUEL	36,577	37,865	51,732	50,000	50,000	0
AUTO PARTS	946	1,533	3,318	1,500	1,500	0
CHEMICALS/PESTICIDES	0	0	0	0	0	0
DAMAGE CLAIMS	8,382	1,118	3,468	3,500	3,500	0
DNU - MISCELLANEOUS	992	100	0	0	0	0
DUMPSTERS/CARTS	46,250	35,256	52,941	50,000	100,000	50,000
EQUIPMENT PARTS	25,892	32,106	30,840	27,000	27,000	0
EXPENDABLE FLUIDS	3,007	3,578	2,560	4,000	4,000	0
HAND TOOLS	0	0	0	300	300	0
JANITORIAL SUPPLIES	0	0	335	1,300	1,300	0
SAFETY/MEDICAL SUPPLIES	3,901	2,366	4,604	3,500	3,500	0
SMALL TOOLS & MINOR EQUIPMENT	0	0	0	300	300	0
TIRES	11,702	10,339	11,018	15,000	15,000	0
UNIFORM RENTAL	8,169	8,674	8,131	10,100	10,100	0
UNIFORM EXPENSE	0	0	497	500	500	0
SUPPLIES Total	145,819	132,934	169,444	167,000	217,000	50,000
SOLID WASTE COLLECTION Total	828,319	834,219	943,384	852,942	1,047,352	194,410


Solid Waste Disposal

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
SOLID WASTE DISPOSAL						
CAPITAL OUTLAYS - PROPERTY						
INFRASTRUCTURE	0	0	0	50,000	0	(50,000)
CAPITAL OUTLAYS - PROPERTY Total	0	0	0	50,000	0	(50,000)
DEPRECIATION AND AMORTIZATION						
DEPRECIATION EXPENSE	0	0	44,156	0	0	0
DEPRECIATION AND AMORTIZATION Total	0	0	44,156	0	0	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	54	50	50	50	0
GMEBS-RETIREMENT CONTRIBUTION	12,537	13,622	11,424	14,490	14,490	0
GROUP INS	24,302	21,672	21,326	18,000	24,700	6,700
MEDICAL EXAMS	0	202	211	100	100	0
MEDICARE	857	924	1,034	910	974	64
OVERTIME SALARIES	10,240	10,599	11,969	12,547	12,547	0
REGULAR SALARIES	55,041	59,990	61,060	62,768	67,167	4,399
SOCIAL SECURITY	3,662	3,949	4,420	3,892	4,164	272
WORKERS COMP INSURANCE	559	0	0	0	1,500	1,500
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	107,199	111,011	111,493	112,757	125,692	12,935
PURCHASED/CONTRACTED SERVICES						
COMMUNICATIONS	0	0	1,335	1,500	1,500	0
CONSULTING - TECHNICAL	0	0	1,450	2,000	2,000	0
CUSTODIAL SVCS	0	68	0	0	0	0
ENVIRONMENTAL EXPENSE	208	2,650	0	2,000	2,000	0
EQUIPMENT RENTS / LEASES	0	9,900	0	2,500	2,500	0
EQUIPMENT REP & MAINT-OUTSIDE	1,596	3,645	0	2,000	5,000	3,000
GENERAL LIABILITY INSURANCE	616	594	603	1,500	1,500	0
LANDFILL FEES	2,098,161	2,293,493	2,465,571	2,379,313	2,585,399	206,086
R & M BUILDINGS - OUTSIDE	0	21,220	0	20,000	25,000	5,000
TRAINING & EDUCATION	0	0	0	150	150	0
VEHICLE TAG & TITLE FEE	0	0	121	0	0	0
PURCHASED/CONTRACTED SERVICES Total	2,100,581	2,331,571	2,469,080	2,410,963	2,625,049	214,086
SUPPLIES						
AUTO & TRUCK FUEL	16,389	17,698	25,444	30,000	30,000	0
AUTO PARTS	0	0	334	0	0	0
DAMAGE CLAIMS	0	575	0	0	0	0
DNU - MISCELLANEOUS	41	0	0	0	0	0
EQUIPMENT PARTS	31,002	22,385	23,936	30,000	30,000	0
EXPENDABLE FLUIDS	553	241	525	1,000	1,000	0
HAND TOOLS	0	0	93	200	200	0
JANITORIAL SUPPLIES	0	3,685	2,451	2,500	2,500	0
SAFETY/MEDICAL SUPPLIES	696	485	822	1,100	1,100	0
SMALL TOOLS & MINOR EQUIPMENT	0	375	0	300	300	0
TIRES	7,133	31,190	0	35,000	35,000	0
UNIFORM RENTAL	1,529	1,750	1,858	2,200	2,200	0
UNIFORM EXPENSE	0	0	79	100	100	0
SUPPLIES Total	57,343	78,384	55,542	102,400	102,400	0
SOLID WASTE DISPOSAL Total	2,265,122	2,520,966	2,680,271	2,676,120	2,853,141	177,021

Solid Waste Yard Trimmings

	2016 ACTUALS	2017 ACTUALS	2018 ACTUALS	2019 BUDGET	2020 PROPOSED BUDGET	2020 vs 2019 BUDGET
YARD TRIMMINGS COLLECTION						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM	0	81	75	100	100	0
GMEBS-RETIREMENT CONTRIBUTION	18,805	20,433	17,136	21,735	28,980	7,245
GROUP INS	39,146	32,507	31,742	27,000	46,700	19,700
MEDICAL EXAMS	120	363	261	150	250	100
MEDICARE	1,499	1,527	1,413	1,671	2,500	829
OVERTIME SALARIES	3,171	4,009	5,752	6,000	7,000	1,000
PART - TIME/TEMPORARY SALARIES	5,394	8,746	16,001	16,806	16,806	0
REGULAR SALARIES	97,211	97,389	85,059	98,446	155,587	57,141
SOCIAL SECURITY	6,412	6,605	6,554	7,146	10,688	3,542
WORKERS COMP INSURANCE	1,058	1,081	26,763	0	1,500	1,500
WALTON ATHLETIC MEMBERSHIP	0	0	0	0	60	60
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	172,817	172,742	190,757	179,054	270,171	91,117
PURCHASED/CONTRACTED SERVICES						
CONTRACT LABOR	84	0	0	0	0	0
EQUIPMENT REP & MAINT-OUTSIDE	335	250	0	2,350	2,350	0
GA DEPT REV FEES	0	150	150	150	150	0
GENERAL LIABILITY INSURANCE	1,715	2,185	2,313	2,500	2,500	0
TRAINING & EDUCATION	0	70	125	220	220	0
PURCHASED/CONTRACTED SERVICES Total	2,134	2,655	2,594	5,220	5,220	0
SUPPLIES						
AUTO & TRUCK FUEL	10,966	12,047	15,815	16,314	16,314	0
AUTO PARTS	0	0	164	0	0	0
DAMAGE CLAIMS	1,486	1,764	0	500	500	0
DNU - MISCELLANEOUS	212	0	0	0	0	0
EQUIPMENT PARTS	7,223	5,373	3,400	8,000	8,000	0
EXPENDABLE FLUIDS	803	329	511	1,200	1,200	0
HAND TOOLS	0	0	0	500	500	0
JANITORIAL SUPPLIES	0	0	425	0	0	0
SAFETY/MEDICAL SUPPLIES	563	461	576	1,110	1,110	0
TIRES	4,147	1,620	5,207	3,600	3,600	0
UNIFORM RENTAL	1,852	2,471	2,380	3,000	3,000	0
UNIFORM EXPENSE	0	0	163	200	200	0
SUPPLIES Total	27,252	24,065	28,642	34,424	34,424	0
YARD TRIMMINGS COLLECTION Total	202,203	199,462	221,992	218,698	309,815	91,117
TOTAL EXPENDITURES	4,088,437	4,350,396	4,557,685	4,808,584	5,351,523	542,938

Full Time Solid Waste Fund Positions

	2016 FTEs	2017 FTEs	2018 FTEs	2019 FTEs	2020 FTEs
Administration	3	3	3	3	3
DIRECTOR OF SOLID WASTE	1	1	1	1	1
SCALE HOUSE OPERATOR	1	1	1	1	1
CUSTOMER SERVICE PUBLIC WORKS	1	1	1	1	1
Solid Waste Collection	12	12	12	12	13
COMMERCIAL DRIVER	1	1	1	1	1
EQUIPMENT OPERATOR I SOLID WASTE	1	1	1	1	1
KNUCKLEBOOM DRIVER	1	1	1	1	1
MECHANIC	1	1	1	1	1
MECHANIC SR	1	1	1	1	1
RESIDENTIAL DRIVER	1	1	1	1	2
RESIDENTIAL DRIVER/EQUIPMENT OPERATOR I	1	1	1	1	1
SOLID WASTE FOREMAN	1	1	1	1	1
UTILITY WORKER SOLID WASTE	4	4	4	4	4
Solid Waste Disposal	2	2	2	2	2
EQUIPMENT OPERATOR I SOLID WASTE	1	1	1	1	1
TRANSFER STATION OPERATOR	1	1	1	1	1
Yard Trimmings	4	4	3	4	4
EQUIPMENT OPERATOR II SOLID WASTE	1	1	1	1	1
KNUCKLEBOOM DRIVER	1	1	1	1	1
MECHANIC	1	1	1	1	1
UTILITY WORKER SOLID WASTE	1	1		1	1
Recyclables Collection	1	1	1	1	1
RECYCLING DRIVER	1	1	1	1	1
Grand Total	22	22	21	22	23

APPENDIX

STATISTICAL INFORMATION

CITY OF MONROE, GEORGIA

DEMOGRAPHIC AND ECONOMIC STATISTICS LAST TEN YEARS

Fiscal Year	Population (1)	Personal Income* (in thousands)	Per Capita Personal Income (2)*	Median Age (1)	Housing Units (1)	Unemployment Rate (3)*	Wage & Salary Employment # of Jobs (2)*
2009	13,534	\$ 425,306	\$ 31,425	32	4,637	10.3 %	24,047
2010	13,234	427,392	32,295	33	6,006	10.2	23,660
2011	13,349	458,338	34,335	33	6,250	9.9	24,286
2012	13,349	478,962	35,880	33	6,250	8.3	23,750
2013	13,349	482,339	36,133	33	6,212	7.5	24,443
2014	13,466	486,567	36,133	35	6,131	6.5	24,443
2015	13,664	447,728	32,767	36	6,446	5.3	25,178
2016	13,664	467,623	34,223	35	6,512	4.8	22,335
2017	13,478	485,801	36,044	32	5,379	3.8	33,151
2018	13,484	524,137	38,871	36	9,611	3.3	36,430

(1) Source: U.S. Census Bureau - all numbers are estimates from the Census Bureau except for 2010.

(2) Source: Bureau of Economic Analysis

(3) Source: BLS/Georgia Stats UGA

* Data only available at the County level

OPERATING INDICATORS BY FUNCTION

Function	Fiscal Year				
	2018	2017	2016	2015	2014
Police					
Number of dispatches	40,569	38,403	38,353	47,513	45,624
Number of traffic citations issued	6,269	3,478	2,087	3,624	4,510
Fire					
Number of fire/EMS dispatches	2,721	2,596	2,531	2,223	2,063
Highways & Streets					
Street resurfacing (lane miles)	2.36	2.52	1.64	2.12	2.18
Housing & Development					
Value of new building construction (000's) \$	24,577	\$ 12,638	\$ 43,219 (1)	\$ 7,110	\$ 13,797
Number of permits issued	174	149	98	76	149
Utilities					
Cable & Internet					
Number of customers standard cable	3,598	3,703	4,119	4,348	4,607
Number of customers digital cable	202	188	-	49	36
Number of Internet customers	3,639	3,303	3,149	2,912	2,609
Number of phone customers	1,343	1,365	1,375	1,405	1,371
Electric					
Number of customers	6,290	6,286	6,252	6,191	6,154
Average daily consumption (KWh)	446,257	400,533	416,643	405,877	398,256
Natural gas					
Number of customers	3,760	3,756	3,716	3,692	3,700
Average daily consumption (MCF)	891	720	747	831	924
Wastewater					
Number of customers	6,937	6,863	6,834	6,804	6,757
Average daily sewage treatment (MGD)	1.85	1.770	1.700	1.700	1.600
Water					
Number of customers	9,239	9,136	9,059	8,986	8,941
Average daily consumption (000's)	1,752	1,763	1,842	1,731	1,615
Solid Waste Service					
Refuse collected (tons)	13,004	11,993	10,181	11,604	11,032
Recyclables collected (tons)	1,681	1,852	1,463	1,562	1,545
Number of residential customers	5,542	5,530	5,378	5,361	5,381
Number of commercial customers	653	622	650	625	655
Number of transfer station customers	14	15	15	15	16

Source: Various City Departments

CAPITAL ASSET STATISTICS BY FUNCTION

Function	Fiscal Year				
	2018	2017	2016	2015	2014
Administration					
Vehicles	12	12	12		
Code					
Vehicles	3	5	5		
Fire					
Stations	1	1	1	1	1
Vehicles	5	8	8		
Police					
Stations	1	1	1	1	1
Vehicles	54	43	52	44	46
Streets & Transportation					
Streets (miles)	81	81	80	80	80
Streetlights	1,124	1,136	1,136	1,136	1,136
Traffic Signals	3	3	3	3	3
Vehicles	16	28	28		
Utilities					
Cable					
Cable (miles)	273	270	267	267	267
Vehicles	6	10	10		
Electric					
Lines (miles)	188	186	185	185	185
Substations	3	3	3	3	3
Vehicles	23	21	21		
Natural Gas					
Mains (miles)	114	114	114	114	114
Vehicles	8	8	8		
Stormwater					
Vehicles	1	2	2		
Telecom					
Vehicles	2	1	1		
Wastewater					
Sanitary sewer (miles)	140	140	140	140	140
Maximum daily treatment capacity (MGD)	3.4	3.4	3.4	3.4	3.4
Vehicles	16	16	16		
Water					
Mains (miles)	218	218	218	218	215
Maximum daily treatment capacity (MGD)	10.0	10.0	10.0	10.0	10.0
Treated water storage capacity (MG)	1.5	1.5	1.5	1.5	1.5
Reservoir (raw) storage capacity (MG)	795.0	795.0	795.0	795.0	795.0
Vehicles	8	11	11		
Solid Waste Service					
Collection trucks	8	11	11	11	11
Recycling trucks	1	1	1	2	1
Transfer stations	1	1	1	1	1
Yard Trimmings trucks	3	3	3		
Administration vehicles	2	2	2		
GUTA-Georgia Utility Training Academy					
Vehicles	1	1	1		

Source: Various City Departments

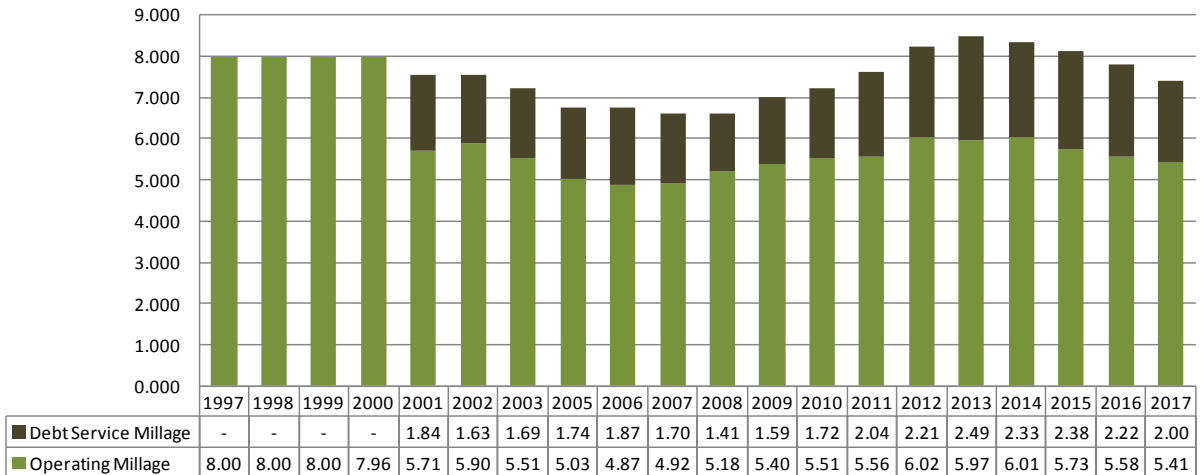
**PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS (1)
PER \$1,000 OF ASSESSED VALUE
LAST TEN YEARS**

<u>City of Monroe, Georgia</u>			
<u>Fiscal Year</u>	<u>Operating Millage</u>	<u>Debt Service Millage</u>	<u>Total City Millage</u>
2009	5.403	1.594	6.997
2010	5.512	1.728	7.240
2011	5.565	2.047	7.612
2012	6.020	2.211	8.231
2013	5.971	2.499	8.470
2014	6.017	2.336	8.353
2015	5.734	2.381	8.115
2016	5.582	2.220	7.802
2017	5.418	2.003	7.421
2018	5.298	1.979	7.277

Source: Walton County Tax Assessors Office & Ga Dept of Revenue website

Note: Assessed values are established by the County Assessors on January 1 of each year at 40% of the actual value.

(1) Overlapping rates are those of local and county governments that apply to property owners within the City of Monroe.

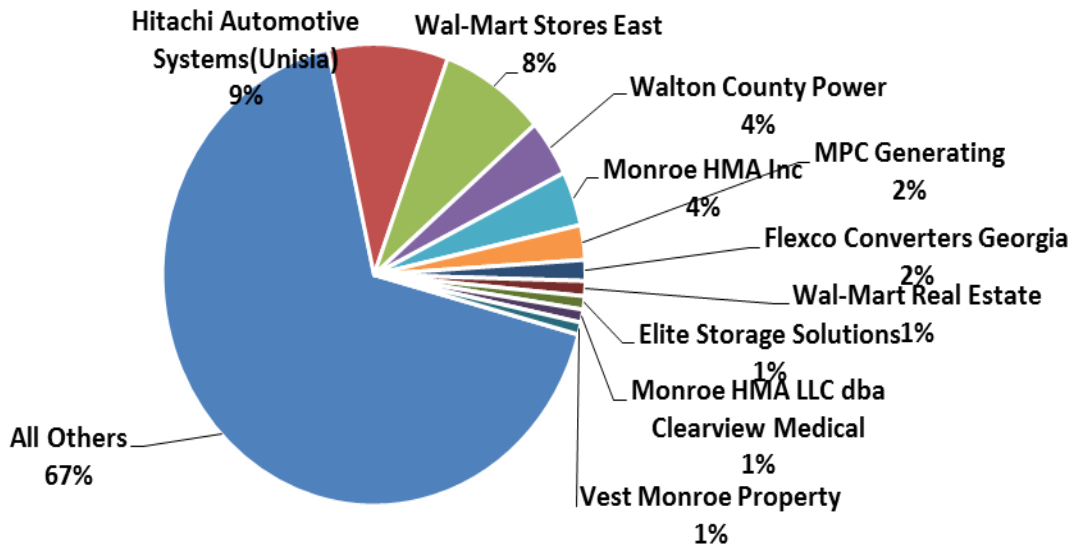


PRINCIPAL PROPERTY TAXPAYERS

(amounts expressed in thousands)

Taxpayer	2018		
	Taxable Assessed Value	Rank	Percentage of Taxable Assessed Value
Hitachi Automotive Systems(Unisia)	\$ 38,360	1	9.16 %
Wal-Mart Stores East	33,751	2	8.06
Walton County Power	16,707	3	3.99
Monroe HMA Inc	15,974	4	3.82
MPC Generating	10,145	5	2.42
Flexco Converters Georgia	6,131	6	1.46
Wal-Mart Real Estate	4,407	7	1.05
Elite Storage Solutions	3,904	8	0.93
Monroe HMA LLC dba Clearview Medical	3,791	9	0.91
Vest Monroe Property	3,537	10	0.85
Unisia of Georgia Corp			
E. Kenneth Murray			
Windstream Georgia			
Walton Ventures, Inc			
Home Depot			
Totals	\$ 136,707		32.66 %

Source: Walton County Tax Commissioner's Office

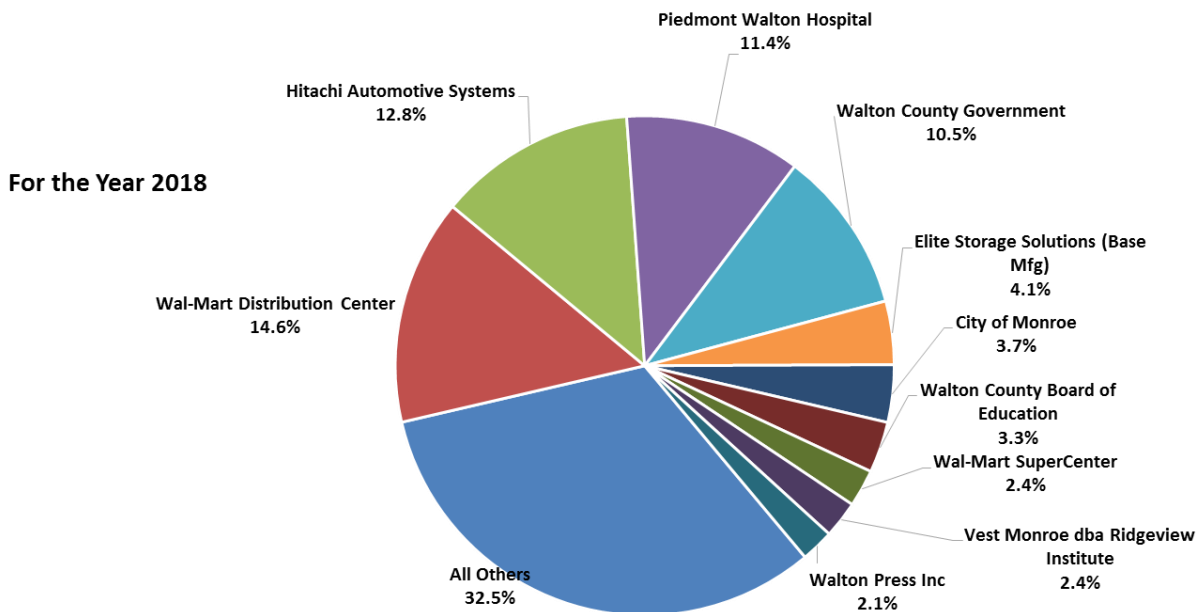


PRINCIPAL EMPLOYERS

(amounts expressed in thousands)

Employer	Employees	Rank	Percentage of Total City Employment
Wal-Mart Distribution Center	907	1	14.6 %
Hitachi Automotive Systems	796	2	12.8
Piedmont Walton Hospital	709	3	11.4
Walton County Government	654	4	10.5
Elite Storage Solutions (Base Mfg)	255	5	4.1
City of Monroe	230	6	3.7
Walton County Board of Education	205	7	3.3
Wal-Mart SuperCenter	150	8	2.4
Vest Monroe dba Ridgeview Institute	148	9	2.4
Walton Press Inc	132	10	2.1
Monroe HMA			
Angel Food Ministries			
State of Georgia			
Totals	4,186		67.5 %

Source: City of Monroe Code Department

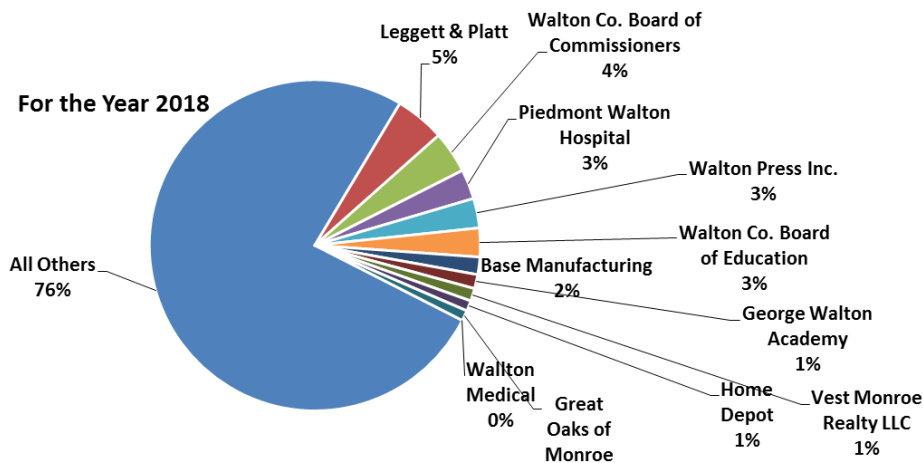


TOP TEN ELECTRIC CUSTOMERS

(amounts expressed in thousands)

Customer	2018			
	Usage in MWh	Annual Revenue (in thousands)	Rank	Percentage of Total Revenues
Leggett & Platt	10,851	\$ 846	1	4.84 %
Walton Co. Board of Commissioners	6,260	714	2	4.09
Piedmont Walton Hospital	4,881	509	3	2.91
Walton Press Inc.	4,724	504	4	2.89
Walton Co. Board of Education	4,325	492	5	2.82
Base Manufacturing	2,567	298	6	1.71
George Walton Academy	2,015	239	7	1.37
Vest Monroe Realty LLC	1,932	218	8	1.25
Home Depot	1,592	178	9	1.02
Great Oaks of Monroe	1,393	178	10	1.02
Wallton Medical				0.00
Southern Family Markets (BiLo)				
Quality Foods				
Totals	40,540	4,176		23.91
All Others	105,655	13,292		76.09
Annual Totals	146,195	\$ 17,468		100.00 %

Source: City of Monroe Finance Department

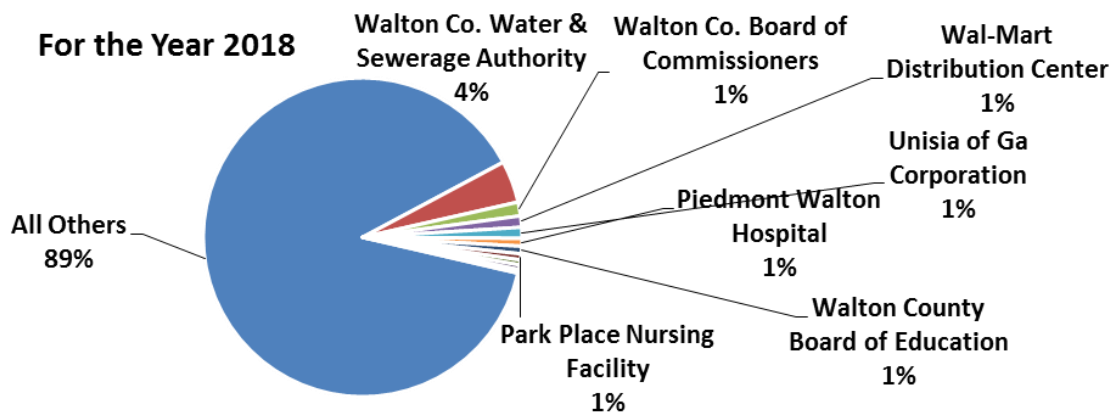


TOP TEN WATER CUSTOMERS

(amounts expressed in thousands)

2018				
Customer	Usage in Gallons (thousands)	Annual Revenue (thousands)	Rank	Percentage of Total Revenues
Walton Co. Water & Sewerage Authority	54,309	\$ 201	1	4.26 %
Walton Co. Board of Commissioners	8,477	66	2	1.40
Wal-Mart Distribution Center	9,581	54	3	1.14
Unisia of Ga Corporation	9,023	53	4	1.12
Piedmont Walton Hospital	5,809	37	5	0.78
Walton County Board of Education	3,578	36	6	0.76
Park Place Nursing Facility	3,430	29	7	0.61
Doyle Energy Facility	2,616	24	8	0.51
George Walton Academy	3,183	22	9	0.47
Endwell Associates Inc	3,022	17	10	0.36
Walton Regional Medical				
Home Depot				
Base Manufacturing				
Great Oaks				
Totals	103,028	539		11.41
All Others	535,972	4,182		88.59
Annual Totals	639,000	4,721		100.00 %

Source: City of Monroe Finance Department

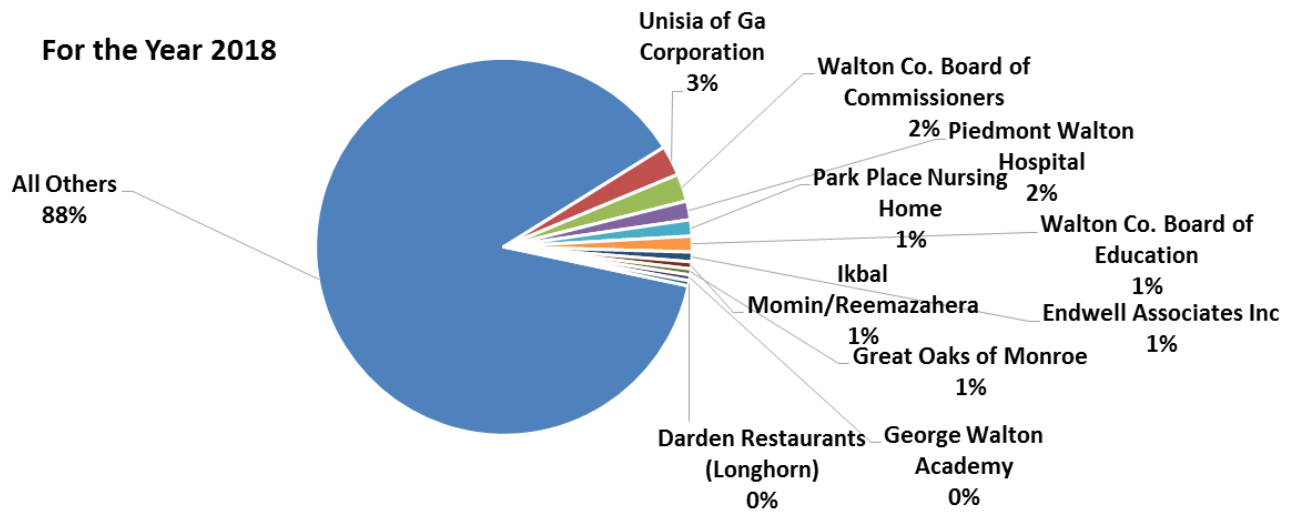


TOP TEN SEWER CUSTOMERS

(amounts expressed in thousands)

2018				
Customer	Usage in Gallons (thousands)	Annual Revenue (thousands)	Rank	Percentage of Total Revenues
Unisia of Ga Corporation	9,023	\$ 100	1	2.59 %
Walton Co. Board of Commissioners	6,885	91	2	2.36
Piedmont Walton Hospital	5,171	62	3	1.61
Park Place Nursing Home	3,430	54	4	1.40
Walton Co. Board of Education	2,720	52	5	1.35
Endwell Associates Inc	3,022	32	6	0.83
Ikbal Momin/Reemazahera	2,183	23	7	0.60
Great Oaks of Monroe	1,791	20	8	0.52
George Walton Academy	1,194	19	9	0.49
Darden Restaurants (Longhorn)	1,555	17	10	0.44
Walton Regional Medical				
Doyle Energy Facility				
Base Manufacturing				
Home Depot				
Fresenius Medical Care				
Totals	36,974	470		12.19
All Others		3,386		87.81
Annual Totals		\$ 3,856		100.00 %

Source: City of Monroe Finance Department

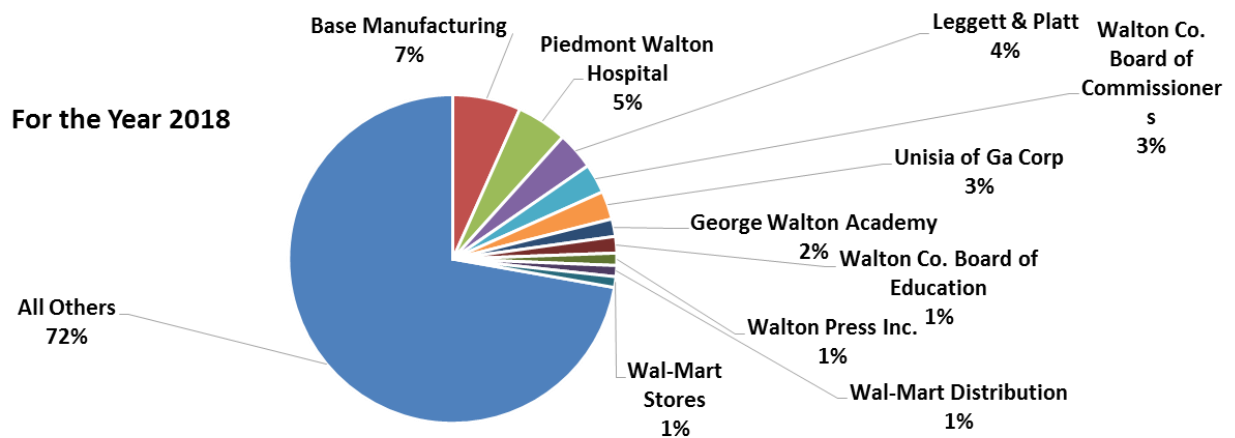


TOP TEN NATURAL GAS CUSTOMERS

(amounts expressed in thousands)

Customer	2018			
	Usage in MCF	Annual Revenue (thousands)	Rank	Percentage of Total Revenues
Base Manufacturing	22,972	210	1	6.71 %
Piedmont Walton Hospital	15,657	156	2	4.98
Leggett & Platt	12,563	116	3	3.70
Walton Co. Board of Commissioners	8,585	91	4	2.91
Unisia of Ga Corp	8,708	87	5	2.78
George Walton Academy	5,158	54	6	1.72
Walton Co. Board of Education	4,801	51	7	1.63
Walton Press Inc.	3,841	38	8	1.21
Wal-Mart Distribution	3,387	34	9	1.09
Wal-Mart Stores	3,172	33	10	1.05
Walton Regional Medical				
A Warrior Roofing				
Universal Rundle				
Totals	88,844	870		27.78
All Others	236,257	2,261		72.22
Annual Totals	325,101	\$ 3,131		100.00 %

Source: City of Monroe Finance Department



FINANCIAL POLICIES

Financial Policies

The City of Monroe uses the following policies to assist with budget and fiscal management. Policies are formally adopted by Council and reviewed regularly for updates as needed.

Budget Policy

The Budget shall be prepared in full compliance with the State's Uniform Chart of Accounts, and with Generally Accepted Accounting Principles (GAAP) for Governments as promulgated by the Government Accounting Standards Board.

All Budgets shall be adopted at the legal level of budgetary control, which is the fund/department level (i.e. expenditures/expenses may not exceed the total appropriation for any department within a fund without the City Council's approval).

When applicable, project length budgets are adopted for the Capital Projects Fund. All annual appropriations lapse at fiscal year-end. Georgia law requires the City to adopt a balanced budget annually. A balanced budget is one in which budgeted funding sources equal budgeted expenditures and fund balance may be used to balance the budget. The City's expenses may not exceed the amounts appropriated, except in the case of an emergency or a contingency which was not reasonably foreseeable.

Revenue Policy

The City will budget revenues conservatively so that the chance of a revenue shortage during the year is remote.

The City shall strive to maintain a diversified and stable revenue structure to shelter it from short-term fluctuations in any primary revenue source. When possible, the City shall have a diversified revenue mix in order to minimize the impact of any economic downturns.

The City will make every effort not to become too dependent on one source of revenue in order to minimize serious fluctuations in any year.

The City will consider market rates and rates of comparable cities in the region when changing tax rates, fees, and charges. The City will review annually all fees and charges to assure that they maintain their inflation-adjusted purchasing power.

All cash donations to any department or agency of the City must be deposited with the Finance Director's Office. All purchases using such donations must be budgeted for and comply fully with the City's purchasing policies.

Cash Management and Investment Policy

All deposits must be fully collateralized as required by State law.

The City will aggressively pursue all revenues due, including past due utility bills, court tickets and fines, and property taxes, using whatever legal means are available.

The City will pay all obligations on or before the due date.

The City's cash management and investment policies are designed to emphasize safety of capital first, sufficient liquidity to meet obligations second, and the highest possible yield third. Those policies are outlined below:

The City will operate with the least number of bank accounts required by federal and state statutes and regulations and GAAP for governments. Consolidation of bank accounts makes investment decisions easier, and reduces staff time needed to reconcile monthly bank statements.

Accounting, Auditing and Financial Policy

The City will maintain its accounting records and issue its annual financial statements in accordance with Generally Accepted Accounting Principles (GAAP) as promulgated by the Government Accounting Standards Board (GASB).

The City shall have a qualified certified public accounting firm conduct an independent audit annually, as required by Georgia Law. Any deficiencies noted by the Auditors shall be corrected immediately by the Director of Finance.

Debt Policy

The City will attempt to fund capital improvements through net income of the utility systems, general revenues, and its portion of any SPLOST (Special Purpose Local Option Sales Tax) funds before resorting to long-term debt issuance. This will reduce the overall indebtedness and strengthen the City's creditworthiness.

The City will not issue notes or bonds to finance operating deficits. Adequate reserves will be maintained to assure this doesn't become necessary. No

bond or note will be issued to purchase a fixed asset that has a shorter useful life than the term of the debt instrument.

The City will issue general obligation bonds or capital outlay notes for necessary general government projects and either general obligation or revenue bonds for enterprise fund projects. The City may also use pooled capital lease funds from GMA and loans from the Georgia Environmental Facilities Authority (GEFA).

No debt will be issued which would increase the outstanding amount of debt above ten (10%) percent of the total assessed value of property within the City. The outstanding amount of debt in this calculation shall not include debt issued for improvements in the utility systems, because that debt will be repaid from charges for services, not from property taxes. These limitations are found in Article IX., Section V, Paragraph 1 and Article IX., Section VI, Paragraph 1 of the Georgia Constitution.

A firm source of revenue sufficient to make the anticipated debt service payments must be identified by the City Council before any capital outlay note, GEFA loan, GMA capital equipment lease, general obligation bond, or revenue bond is issued.

Further, good communication with bond-rating agencies will be maintained in full disclosure on every financial report as well as bond official statements will continue.

GLOSSARY

Glossary

Accounting System: The total structure of records and procedures that identify, record, classify, summarize and report information on the financial position and results of operations of a governmental unit or any of its funds.

Accrual Basis Accounting: A method of accounting in which revenues are recorded when measurable and earned, and expenses are recognized when a good or service is used.

Activity: A specific unit of work or service performed.

Ad Valorem Tax: A tax levied on the assessed value of real property. This tax is also known as property tax.

Adopted Budget: The Budget as formally approved by the City Council.

Amended Budget: The Adopted Budget as formally adjusted by the City Council.

Appropriation Ordinance: The official enactment by the City Council establishing the legal authority for the City officials to encumber or obligate and expend dollar resources.

Appropriation: An authorization made by the City Council which permits officials to incur obligations against and to make expenditures for a stated purpose. Appropriations are usually made for fixed dollar amounts and are typically granted for a one (1) fiscal year period.

Assessed Value: The value at which property is taxed. The Assessed value in the state of Georgia is forty percent (40%) of the fair market value.

Assessment: The process of making the official valuation of property for taxation.

Assets: Property owned by the City which has book or appraised monetary value.

Audit: A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls.

Authority: A government or public agency created to perform a single function of a restricted group of related activities. Usually such units are

financed from service charges, fees and tools, but in some instances they also have taxing powers. An authority may be completely independent of other governments or partially dependent upon other governments for its creation, its financing or the exercises of certain powers.

Balanced Budget: A budget in which revenues are equal to expenditures.

Balance Sheet: A statement purporting to present the financial position of an entity or fund by disclosing the value of its assets, liabilities, and equities as of a specified date.

Base Charge: The administrative cost/fee incurred by a customer for the expenses associated with utility and solid waste services.

Bond Discount: The excess of the face value of a bond over the price for which it is acquired or sold.

Bond Premium: The excess of the price at which a bond is acquired or sold over its face value.

Bond: A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specific rate.

Bonded Debt: The portion of indebtedness represented by outstanding bonds.

Budget Amendment: A budget amendment alters the total appropriation for a department or fund and requires approval by an ordinance passed by the Board of Commissioners.

Budget Calendar: The schedule of key dates or milestones which the City follows in the preparation, processing and adoption of the budget.

Budget Document: The official written statement prepared by the Budget office and supporting staff which presents the Proposed Budget to the City Council.

Budget Resolution: The official enactment by the City Council legally authorizing the Financial Director to obligate and spend resources.

Budget Transfer: Intra-department Transfer: A transfer from one account in a division to another within the same division that does not increase the

departments' total budget. These transfers may be made upon the approval of the Finance Director.

Budget: A plan of financial operation embodying estimates of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

CAFR: Comprehensive Annual Financial Report which is an audited and printed copy of the City's financial statement at the end of a given fiscal year.

Capital Assets/Expenditures: Capital outlay of five thousand dollars (\$5,000) or more that has a useful life in excess of two years.

Capital Improvement Program (CIP): A multi-year plan developed for capital improvements, which is updated annually. All improvements are to be made in accordance to this plan.

Capital Outlays: Expenditures for the acquisition of capital assets. Includes the cost of land, buildings, permanent improvements, machinery, large tools, rolling and stationary equipment.

Capital Projects Fund: A fund used to account for financial resources used for the acquisition or construction of major capital equipment or facilities.

Cash Basis: A basis of accounting under which transactions are recognized only when cash is received or disbursed.

CDBG: Community Development Block Grant.

Charter: The legal document in which the State of Georgia grants the City's authority.

Confiscated Assets Fund: This fund is used to account for the City's share of monies that have been forfeited through the court system that are restricted for law enforcement purposes.

Construction in Progress: The cost of construction work that has been started but not yet completed.

Contingency: A budgetary reserve set aside for emergencies or unforeseen expenditures.

Contractual Services: Items of expenditure for services the City receives from an Inter-Department Transfer or from an outside company. Utilities, rent, and postage are examples of contractual services.

COPS: Federal grants awarded to support community policing programs and other law enforcement initiatives.

Debt Service Fund: A fund established to account for the accumulation of resources for, and payment of, general long-term debt principal and interest.

Debt Service: Expenditures for principal and interest payments on loans, notes, and bonds.

Debt: An obligation resulting from the borrowing of money or from the purchase of goods and services.

Deficit: 1.) The excess of an entity's or fund's liabilities over its assets (See Fund Balance). 2.) The excess of expenditures or expenses over revenues during a single accounting period.

Delinquent Taxes: Taxes remaining unpaid after the due date. Unpaid taxes continue to be delinquent until paid, abated, or converted into a lien on property.

Department: A major unit of organization in the City of Monroe comprised of subunits named divisions or cost centers and responsible for the provision of a specific package of services.

Depreciation: (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. (2) The portion of the cost of a capital asset which is charged as an expense during a fiscal period.

Enterprise Funds: A fund established to account for operations that are financed and operated in a manner similar to private enterprise – where the intent of the governing body is to provide goods or services to the general public, charging user fees to recover financing costs. An example is the City of Monroe Combined Utility.

Expenditure: This term refers to the outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid. This term applies to governmental funds.

Expense: Outflows or other using up of assets or incurring of liabilities during a period from delivering or producing goods, rendering services or carrying out other activities that constitute the entity's ongoing major or central operations for example, depreciation. This term applies to Enterprise Funds.

Fiscal Year: A 12-month period of time to which the annual budget applies and at the end of which a governmental unit determines its financial position and the results of its operations.

Function: An accounting entity which is part of a fund. It is a compilation of all costs associated with a program or a department within a fund.

Fund Accounting: A method of accounting where resources are allocated to and accounted for in separate funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund Balance: Fund Balance is the difference between assets and liabilities of a governmental fund. Because assets may include non-cash items, fund balances may not represent liquid assets.

Fund Equity: The excess of assets over liabilities. A portion of the equity may be reserved or designated; the remainder is Fund Balance.

Fund: A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities, or balances and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

FY: The abbreviation for Fiscal Year which the twelve (12) month period beginning on January 1st and ending on December 31st.

GAAP: Generally Accepted Accounting Principles as determined through common practice or as promulgated by the Governmental Accounting Standards Board, Financial Accounting Standards Board, or various other accounting standards setting bodies.

GEFA: Georgia Environmental Finance Authority (Formerly, Georgia Environmental Facilities Authority).

General Fund: A fund used to account for all transactions of a governmental unit that are not accounted for in another fund.

General Obligation Bonds: When the City pledges its full faith and credit to the repayment of the bonds it issues, then those bonds are general obligation (G.O.) bonds. Sometimes the term is also used to refer to bonds which are to be repaid from taxes and other general revenues.

GFOA: Government Finance Officers Association is a support organization whose purpose is to enhance and promote the professional management of governments for the public benefit.

GO Debt Service Fund: A fund established to account for the accumulation of resources for, and payment of the City's long-term debt principal and interest.

Governmental Funds: This category of funds includes typical governmental activities and includes funds such as the General Fund, Special Revenue Fund, and the Debt Service Fund. These funds are set up to measure current expendable financial resources (only current assets and current liabilities) and uses the modified accrual basis of accounting.

Grant: A contribution of assets (usually cash) from one government unit or organization to another. Typically, these contributions are made to local governments from the state or federal governments to be used for specific purposes and require distinctive reporting.

GUTA: The Georgia Utility Training Academy (GUTA) is a training facility specializing in natural gas, water, wastewater, confined space, trenching & shoring, flagging and fire training.

Hotel/Motel Fund: This fund is used to account for hotel/motel taxes collected that are restricted for promotion of trade and tourism in the City.

Insurance Premium Tax: Tax paid by insurance companies for premiums collected inside the City.

Interfund Loan: A loan made by one fund to another to be repaid at a later date.

Intergovernmental Revenue: Revenue from other governments in the form of entitlements, grants, shared revenues or payments in lieu of taxes.

Investment: Securities held for the production of income in the form of interest and dividends.

L.O.S.T. (Local Option Sales Tax): Tax levied at the rate of one percent which applies to the same items as the State sales tax, except that the local option sales tax also applies to sales of motor fuels. In order to impose this tax, the qualifying entity must submit a copy of a resolution showing more than one-half of the votes cast are in favor of the tax.

Lease-Purchase Agreements: Contractual agreements that are termed leases, but that in substance are purchase contracts.

Levy: To impose taxes, special assessments or service charges for the support of government activities.

Liabilities: Probable future sacrifices of economic benefits, arising from present obligations of a particular entity to transfer assets or provide services to other entities in the future as a result of past transactions or events.

Line-Item: A detailed classification of an expense or expenditures classified within each Department.

Long-Term Debt: Debt with a maturity of more than one year after the date of issuance.

Major Fund: A governmental fund or enterprise fund reported as a separate column in the basic fund financial statements. The general fund is always a major fund. Otherwise, major funds are funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all governmental or enterprise funds and a least 5 percent of the aggregate amount for all governmental and enterprise funds for the same item. Any other government or enterprise fund may be reported as a major fund if the government's officials believe that fund is particularly important to financial statement users.

Maturities: The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

Mill: One one-thousandth of a dollar of assessed value. A tax rate of one mill produces one dollar of taxes for each \$1,000 of assessed property valuation.

Millage: Rate used in calculating taxes based upon the value of property, expressed in mills per dollar of property value.

Mission: The mission statements included in Department budget requests are designed to inform the reader of the department's essential functions or activities/responsibilities/tasks they are charged to accomplish, as well as, the major services they provide.

Modified Accrual Basis: Governmental funds use the modified accrual basis of accounting. Revenues are recognized in the period in which they become both available and measurable. Expenditures are recognized at the time a liability is incurred.

Non-operating Expense: Proprietary fund expenses incurred in performance of activities not directly related to supplying the basic service by a governmental enterprise.

Non-operating Income: Proprietary fund income that is not derived from the basic operations of such enterprises.

Objective: An objective is a decision about the amount of progress to be made within a specified period of time. It states in measurable and quantitative terms the results to be achieved within a specified time and plans the incremental steps to achieve the goal.

Operating Costs: Operating costs are proprietary (Enterprise) fund expenses that directly relate to the fund's primary service activities. For example: salaries and wages, expendable supplies, and contractual services.

Operating Transfer: Legally authorized inter-fund transfers from a fund receiving revenue to the fund that makes expenditures.

Ordinance: A formal legislative enactment by the governing body of a city. It is not in conflict with any higher form of law, such as state statute or constitutional provision; it has the full force and effect of law within the boundaries of the municipality to which it applies.

PAFR: The Popular Annual Financial Report is a report containing extracted accounting information specifically designed to be readily accessible and easily understandable to the general public and other interested parties without a background in public finance.

Performance Measures: Specific quantitative productivity measures of work performed within an activity or program. Also, a specific quantitative measure of results obtained through a program or activity.

Personal Property: Property that can be moved with relative ease, such as motor vehicles, boats, machinery, and inventoried goods.

Personal Services: Expenditures for the payment of salaries, wages and fringe benefits of employees.

Property Tax: Tax based on assessed value of a property, either real estate or personal. Tax liability falls on the owner of record as of the appraisal date.

Proprietary Funds: This category of funds often emulates the private sector and includes Enterprise Funds. These funds are set up to measure the flow of economic resources (all assets and liabilities) and use the accrual basis of accounting.

Rating: The credit worthiness of a city as evaluated by independent agencies, with AAA or Aaa being the highest.

Real Property: Land, buildings, permanent fixtures, and improvements.

Renewal & Replacement (utilities): The amount needed to replace an asset such as meters, conductors, utility mains, etc.

Reserve: (1) An account used to earmark a portion of fund balance to indicate that it has been earmarked for a particular purpose; and (2) an account used to earmark a portion of fund equity as legally segregated for a future use.

Resources: Total dollars, people, materials and facilities available for use including estimated revenues, fund transfers, and beginning fund balances.

Retained Earnings: An equity account reflecting the accumulated earnings of an enterprise or internal service fund.

Revenue Bonds: Bonds whose principal and interest are payable exclusively from earnings of an enterprise fund.

Revenue: Increases in the net current assets of a government fund type from other than expenditure refunds and residual equity transfers. Examples include property taxes, licenses and fees, and charges for services.

S.P.L.O.S.T. (Special Purpose Local Option Sales Tax): An additional 1 percent sales tax that may be imposed for a specific time period on the same items as the State sales tax. The tax may be levied with voter approval and must be used for specific capital projects or capital outlay.

Self-Insurance: The formal assumption or partial assumption of risks and the accounting of results. Specific accounts are set aside to fund the risks. Any losses which do occur are charged against those accounts or funds.

Special Revenue Fund: A fund used to account for the proceeds of specific revenue sources (other than expendable trust or major capital projects) that are legally restricted to expenditures for specified purposes.

Tax Anticipation Note (TAN): Borrowing by a local government against future anticipated tax revenue.

Tax Digest: The total assessed value of taxable property for a particular area.

Tax Levy: The total amount to be raised by general property taxes for operations and debt service purposes.

Tax: A compulsory charge levied by a governmental unit for the purpose of raising revenue. These revenues are used to pay for services or improvements provided for the general public benefit.

TE Grant: Transportation Enhancement Grant made available by the Georgia Department of Transportation (GDOT) to provide for sidewalks, street lighting and other improvements.

User Fees: Charges or fees established to recover part or all of the costs incurred in the provision of services by a government; based on the philosophy that the recipient of the benefit should pay for the services. Also called Charges for Service.



To: City Council
From: Logan Propes
Department: Administration
Date: 12/03/2019
Subject: 2020 Meeting Calendar

Budget Account/Project Name: N/A

Funding Source: N/A

Budget Allocation: N/A

Budget Available: N/A

Requested Expense: N/A

Company of Purchase:

Description:

Staff recommends the Council approve the 2020 Meeting Calendar as presented.

Background:

Staff has compiled a list of potential calendar dates that uses the general rule of first and second Tuesdays as meeting dates for Committee Work Sessions and Council Meetings respectively.

Notable exception is only one planned Council meeting in July due to the conflict of the MEAG Annual Power Meeting.

Attachment(s):

Proposed 2020 Meeting Calendars

CITY OF MONROE COUNCIL MEETING SCHEDULE FOR 2020

CALLED MEETINGS

January 7

February 4

March 3

April 7

May 5

June 2

August 4

September 1

October 6

November 3

December 1

REGULAR MEETINGS

January 14

February 11

March 10

April 14

May 12

June 9

July 7

August 11

September 8

October 13

November 10

December 8

2020

January							February							March							April						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	1	2	3	4	5	6	7				1	2	3	4	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	8	9	10	11	12	13	14	5	6	7	8	9	10	11
12	13	14	15	16	17	18	9	10	11	12	13	14	15	15	16	17	18	19	20	21	12	13	14	15	16	17	18
19	20	21	22	23	24	25	16	17	18	19	20	21	22	22	23	24	25	26	27	28	19	20	21	22	23	24	25
26	27	28	29	30	31	23	24	25	26	27	28	29	29	30	31	26	27	28	29	30							

May							June							❖ July							August								
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S		
					1	2		1	2	3	4	5	6				1	2	3	4							1		
3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8		
10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15		
17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22		
24	25	26	27	28	29	30	28	29	30	26	27	28	29	30	31	23	24	25	26	27	28	29	23	24	25	26	27	28	29
31																					30	31							

September							October							November							December						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5					1	2	3	1	2	3	4	5	6	7			1	2	3	4	5
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
27	28	29	30	25	26	27	28	29	30	31	29	30	27	28	29	30	31										

❖ Please Note: There will be ONLY one July Meeting, which will be on Tuesday, July 7. The second Tuesday will be during the MEAG Power Annual Meeting (July 13-15, 2020)

AN ORDINANCE TO AMEND CHAPTER 6 OF THE CODE OF ORDINANCES OF THE CITY OF MONROE, GEORGIA, REGARDING ALCOHOLIC BEVERAGES AND FOR OTHER PURPOSES.

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

Article I.

Chapter 6 of the Code of Ordinances is hereby amended by deleting Article II, Retail Sales of Distilled Spirits for Consumption on the Premises, Section 6-84, Hours and days of sale, subsection 6-84(c), Article III, Retail Sales of Malt Beverages and Wine for Consumption on the Premises, Section 6-108, Hours and days of sale, subsection 6-108(c), and Article VI, Private Clubs, Sec. 6-335, Hours and days of sale, subsection 6-335(c), in their entirety, regarding the regulation of Sunday sales of distilled spirits or alcoholic beverages for on-site consumption purposes by the drink, and replace said subsections with the following in lieu thereof:

SEE ATTACHED “**EXHIBIT A**” FOR THE COMPLETE TEXT OF the above-referenced subsections 6-84(c), subsection 6-108(c) and subsection 6-335(c).

Article II.

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

Article III.

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

FIRST READING. This 3rd day of December, 2019.

SECOND READING AND ADOPTED. This 10th day of December, 2019.

CITY OF MONROE, GEORGIA

By: _____ **(SEAL)**

John S. Howard, Mayor

Attest: _____ **(SEAL)**

Debbie Kirk, City Clerk

EXHIBIT A**CHAPTER 6 – ALCOHOLIC BEVERAGES****ARTICLE II. - RETAIL SALES OF DISTILLED SPIRITS FOR CONSUMPTION ON THE PREMISES****Sec. 6-84. - Hours and days of sale.**

- (c) The sale of distilled spirits for consumption on the premises is permitted on Sundays from 11:00 a.m. until 12:00 midnight in the following establishments provided a Sunday sales license has been obtained:
- (1) Any licensed establishment which derives at least fifty percent (50%) of its total annual gross sales from the sale of prepared meals or food in all of the combined retail outlets of the individual establishment where food is served;
 - (2) Any licensed establishment which derives at least fifty percent (50%) of its total annual gross income from the rental of rooms for overnight lodging;
 - (3) Any publicly owned civic and cultural center deriving at least seventy percent (70%) of its total annual gross sales operational activities other than alcohol sales; or
 - (4) A public stadium, coliseum or auditorium.
 - (5) A publicly or privately owned golf course.
 - (6) Otherwise as specifically permitted in this chapter.

ARTICLE III. - RETAIL SALES OF MALT BEVERAGES AND WINE FOR CONSUMPTION ON THE PREMISES**Sec. 6-108. - Hours and days of sale.**

- (c) The sale of beer or wine on the premises is permitted on Sundays from 11:00 a.m. until 12:00 midnight in the following establishments provided a Sunday sales license has been obtained:
- (1) Any licensed establishment which derives at least fifty percent (50%) of its total annual gross sales from the sale of prepared meals or food in all of the combined retail outlets of the individual establishment where food is served;
 - (2) Any licensed establishment which derives at least fifty percent (50%) of its total annual gross income from the rental of rooms for overnight lodging;
 - (3) Any publicly owned civic and cultural center deriving at least seventy percent (70%) of its total annual gross sales from operational activities other than alcohol sales; or
 - (4) A public stadium, coliseum or auditorium.
 - (5) A publicly or privately owned golf course.
 - (6) Otherwise as permitted in this chapter.

ARTICLE VI. - PRIVATE CLUBS

Sec. 6-335. - Hours and days of sale.

- (c) The sale of alcoholic beverages for consumption on the premises is permitted on Sundays from 11:00 a.m. until 12:00 midnight in a private club or sports club provided a Sunday sales license has been obtained.

AN ORDINANCE TO AMEND CHAPTER 6 OF THE CODE OF ORDINANCES OF THE CITY OF MONROE, GEORGIA, REGARDING ALCOHOLIC BEVERAGES AND FOR OTHER PURPOSES.

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

Article I.

Chapter 6 of the Code of Ordinances is hereby amended by deleting Article II, Retail Sales of Distilled Spirits for Consumption on the Premises, Section 6-84, Hours and days of sale, subsection 6-84(c), Article III, Retail Sales of Malt Beverages and Wine for Consumption on the Premises, Section 6-108, Hours and days of sale, subsection 6-108(c), and Article VI, Private Clubs, Sec. 6-335, Hours and days of sale, subsection 6-335(c), in their entirety, regarding the regulation of Sunday sales of distilled spirits or alcoholic beverages for beverage purposes by the drink, and replace said subsections with the following in lieu thereof:

SEE ATTACHED “**EXHIBIT A**” FOR THE COMPLETE TEXT OF the above-referenced subsections 6-84(c), subsection 6-108(c) and subsection 6-335(c).

Article II.

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

Article III.

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

FIRST READING. This 3rd day of December, 2019.

SECOND READING AND ADOPTED. This 10th day of December, 2019.

CITY OF MONROE, GEORGIA

By: _____ (SEAL)

John S. Howard, Mayor

Attest: _____ (SEAL)

Debbie Kirk, City Clerk

EXHIBIT A**CHAPTER 6 – ALCOHOLIC BEVERAGES****ARTICLE II. - RETAIL SALES OF DISTILLED SPIRITS FOR CONSUMPTION ON THE PREMISES****Sec. 6-84. - Hours and days of sale.**

(c) The sale of distilled spirits for consumption on the premises is permitted on Sundays from ~~12:30 p.m.~~11:00 a.m. until 12:00 midnight in the following establishments provided a Sunday sales license has been obtained:

- (1) Any licensed establishment which derives at least fifty percent (50%) of its total annual gross sales from the sale of prepared meals or food in all of the combined retail outlets of the individual establishment where food is served;
- (2) Any licensed establishment which derives at least fifty percent (50%) of its total annual gross income from the rental of rooms for overnight lodging;
- (3) Any publicly owned civic and cultural center deriving at least seventy percent (70%) of its total annual gross sales operational activities other than alcohol sales; or
- (4) A public stadium, coliseum or auditorium.
- (5) A publicly or privately owned golf course.
- (6) Otherwise as specifically permitted in this chapter.

ARTICLE III. - RETAIL SALES OF MALT BEVERAGES AND WINE FOR CONSUMPTION ON THE PREMISES**Sec. 6-108. - Hours and days of sale.**

(c) The sale of beer or wine on the premises is permitted on Sundays from ~~12:30 p.m.~~11:00 a.m. until 12:00 midnight in the following establishments provided a Sunday sales license has been obtained:

- (1) Any licensed establishment which derives at least fifty percent (50%) of its total annual gross sales from the sale of prepared meals or food in all of the combined retail outlets of the individual establishment where food is served;
- (2) Any licensed establishment which derives at least fifty percent (50%) of its total annual gross income from the rental of rooms for overnight lodging;
- (3) Any publicly owned civic and cultural center deriving at least seventy percent (70%) of its total annual gross sales from operational activities other than alcohol sales; or
- (4) A public stadium, coliseum or auditorium.
- (5) A publicly or privately owned golf course.
- (6) Otherwise as permitted in this chapter

ARTICLE VI. - PRIVATE CLUBS

Sec. 6-335. - Hours and days of sale.

- (c) The sale of alcoholic beverages for consumption on the premises is permitted on Sundays from ~~12:30 p.m.~~11:00 a.m. until 12:00 midnight in a private club or sports club provided a Sunday sales license has been obtained.

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF MONROE,
GEORGIA, TO ADOPT THE STATE MINIMUM FIRE STANDARDS**

WHEREAS, the City of Monroe, Georgia (the “City”) has been vested with substantial power to regulate the use of property within the City for the purposes of maintaining the health, morals, safety, security, peace and general welfare of the City; and,

WHEREAS, pursuant to the Official Code of Georgia Annotated § 25-2-4 the State Fire Commissioner shall adopt such rules and regulations as he deems necessary to promote the State Minimum Fire Safety Standards; and

WHEREAS, pursuant to the Official Code of Georgia Annotated § 25-2-12(b), the City is authorized to adopt the State Minimum Fire Safety Standards outlined in O.C.G.A. § 25-2-4; and,

WHEREAS, the Mayor and City Council, have, as part of the general planning and development procedures for the City, determined that it would be in the best interest of the City to adopt the State Minimum Fire Safety Standards; and,

WHEREAS, the Mayor and City Council, have, as to be included in Chapter 46 of the Code of Ordinance for the City of Monroe (the “Fire Protection and Prevention Ordinance”), determined that it is in the best interest of the public welfare and the health and public safety of its residence to amend said Ordinance to adopt the State Minimum Fire Safety Standards.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Monroe do hereby declare and adopt the State Minimum Fire Safety Standards pursuant to O.C.G.A. § 25-2-4 and O.C.G.A. § 25-12-12, as follows:

1. The preamble of this Resolution shall be considered to be, and is hereby incorporated by reference as if, fully set out herein;
2. The City shall amend Chapter 46 of the City’s Code of Ordinances to adopt and incorporate the State Minimum Fire Safety Standards;
3. The City shall provide at least the state minimum level of fire safety standards and enforcement services within the city limits of the City of Monroe pursuant to O.C.G.A. § 25-2-12;
4. The City shall conduct fire safety inspections of existing buildings and structures pursuant to O.C.G.A. § 25-2-12(a)(2);
5. The City shall review plans and specifications for proposed buildings and structures, issue building permits when plans are approved, and conduct fire safety inspections of such buildings and structures pursuant to O.C.G.A. § 25-2-12(a)(2);
6. The City shall issue permanent and temporary certificates of occupancy to such buildings and structures pursuant to O.C.G.A. § 25-2-12(a)(2);
7. The City shall provide at least the state minimum level of fire safety standards and enforcement services within the City limits of the City of Monroe that was previously

provided by the **OFFICE OF SAFETY FIRE COMMISSIONER**, by and through its duly authorized representative, the **SAFETY FIRE COMMISSIONER** (collectively hereinafter referred to as the "Commissioner");

- 8. The City shall investigate all cases of arson and other suspected incendiary fires within its jurisdiction, and shall submit quarterly reports to the state fire marshal containing fire-loss data regarding all fires within its jurisdiction.

SO RESOLVED this 10th day of December, 2019.

CITY OF MONROE, GEORGIA

Approved: _____
John S. Howard, Mayor

Attest: _____
Debbie Kirk, City Clerk

Preston & Malcom, P.C.

Memo

To: Paul L. Rosenthal
From: Donnie A. Wright, III
cc: Jesse S. Couch
Date: December 5, 2019
Re: City of Monroe adoption of the state minimum fire standards

O.C.G.A. § 25-2-12 explicitly provides for the City's adoption of the state's minimum fire safety standards. In short, the Council will need to adopt the state minimums by virtue of a city resolution and forward the same to the Safety Fire Commissioner. However, once the City adopts the state minimums, the City would be responsible for maintaining the buildings and structures in accordance with those minimums, as well as perform certain duties as required by the statute. Such duties include but are not limited to the following:

- Conduct fire safety inspections of existing buildings and structures.
- Review plans and specifications for proposed buildings and structures, issue building permits when plans are approved, and conduct fire safety inspections of such buildings and structures.
- Issue permanent and temporary certificates of occupancy.
- Investigate all cases of arson and other suspected incendiary fires and submit quarterly reports to the state fire marshal containing fire-loss data.

Secondly, it is important for the City to know which buildings and structures it will be responsible for maintaining the state minimum fire standards. O.C.G.A. § 25-2-13 provides an extensive list of buildings and structures the City will be responsible for after adopting the state minimums, including buildings or structures that present special hazards, landmark museum buildings, and historic buildings or structures. However, O.C.G.A. § 25-2-12 simplifies it by excepting hospitals, nursing homes, jails, ambulatory health care centers, penal institutions and buildings and structures which are owned and operated or occupied by the state. The code section (O.C.G.A. § 25-2-13) provides a more extensive list of buildings and structures the City would become responsible for, but the general idea is that if it is not part of the aforementioned list, then the City is required to enforce the state minimum requirements on all other buildings.

Lastly, the these codes sections do not apply to one-family and two-family dwellings, one- and two-family row houses (townhouses) separated by a 2-hour fire wall and two-family townhouses separated by a 2-hour fire wall, and those buildings and structures listed in O.C.G.A. § 25-2-13, except as may be required or permitted by O.C.G.A. 25-2-12. Thus, pursuant to O.C.G.A. § 25-2-13(f), the City shall have the authority to enact such ordinances as it deems necessary to perform fire safety inspections and related activities for those buildings and structures not covered by O.C.G.A. 25-2-13. *GA R&R, 120-3-3-.02(1)(b)*.

The state minimum fire safety standards can be found at <http://rules.sos.ga.gov/GAC/120-3-3>

AN ORDINANCE TO AMEND CHAPTER 46 OF THE CODE OF ORDINANCES OF THE CITY OF MONROE, GEORGIA, REGARDING THE CITY’S FIRE PROTECTION AND PREVENTION ORDINANCES AND FOR OTHER PURPOSES.

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

Article I.

Chapter 46 of the Code of Ordinances is hereby amended by deleting said Chapter in its entirety and replacing it with the following in lieu thereof:

SEE ATTACHED “EXHIBIT A” FOR THE COMPLETE TEXT OF CHAPTER 46.

Article II.

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

Article III.

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

FIRST READING. This 10th day of December, 2019.

SECOND READING AND ADOPTED on this ___ day of _____, 2020.

CITY OF MONROE, GEORGIA

By: _____ (SEAL)

John Howard, Mayor

Attest: _____ (SEAL)

Debbie Kirk, City Clerk

EXHIBIT A

Chapter 46 - FIRE PROTECTION AND PREVENTION

ARTICLE I. - IN GENERAL

Sec. 46-1. – Fire Department Establishment-Purpose-Composition.

There is established a department of the City to be known as the Monroe Fire Department and shall be composed of such members and employees as may be determined necessary by the Mayor and City Council, the purpose of which shall be the prevention of fire and the protection of life and property within the corporate limits of the City. The fire department shall be headed by a person designated as the Fire Chief who shall report directly to the City Administrator and whose employment shall be governed by the personnel policies of the City.

Sec. 46-2. - General authority during emergencies.

Whenever the fire department is answering an alarm or operating at the scene of a fire or other emergency, every enrolled member of the department is hereby empowered and authorized to control and direct motor vehicle traffic, stop or move vehicles, cause buildings to be removed, torn down, or destroyed and enforce all provisions of this article and any other code provisions, the enforcement of which is deemed necessary to assist in the control of the fire or other emergencies.

Sec. 46-3. – Community Risk Reduction Division.

A. There shall be created under the supervision of the Fire Chief, the Community Risk Reduction Division.

The purpose of the Community Risk Reduction Division is to better conserve property and safeguard human lives and to assist in the enforcement of various rules, regulations and ordinances of the City and the State pertaining to fire prevention and life safety.

- B. The Fire Marshal in charge of the Community Risk Reduction Division shall be appointed by the Fire Chief on the basis of examination to determine his or her qualifications. The appointment of the Fire Marshal shall continue during good behavior and satisfactory service.
- C. Except as otherwise expressly provided by other sections of the city code and regulations adopted or promulgated thereunder, the Community Risk Reduction Division and the Fire Marshal shall be charged with responsibility for the direct administration and enforcement of all codes, regulations and ordinances dealing with fire prevention and life safety, including but not limited to all provisions of this Chapter. Further, the term "authority having jurisdiction" as may be used in this Chapter or in any standard code adopted under this Chapter shall mean the Fire Chief or his designee. As may be consistent with the intent of the provisions of this Chapter, the use of the term "Fire Marshal" shall mean the head of the Community Risk Reduction Division.
- D. The Community Risk Reduction Division shall investigate the cause, origin and circumstances of every fire occurring in the City by which property has been destroyed or damaged, or loss

of life has occurred and, so far as possible, shall determine whether the fire is the result of carelessness or design. Such investigation shall begin immediately upon the occurrence of a fire. The Fire Marshal shall take charge immediately of the physical evidence, shall notify the proper authorities designated by law to pursue the investigation of such matters, and shall further cooperate with the authorities in the collection of evidence and in the prosecution of any cases. Every fire shall be reported in writing to the Community Risk Reduction Division. Such reports shall be in such form as shall be prescribed by the Fire Chief.

- E. The Fire Marshal shall compile and keep a record of all fires and of all facts concerning the same including injuries, deaths, rescues of persons and statistics as to the extent of such fires and damage caused thereby. The Fire Marshal shall make an annual report of the activities of the fire department and the fire prevention bureau and shall transmit this report to the chief of the fire department and to the Fire Chief.

Sec. 46-4—46-30. - Reserved

**ARTICLE II. - FIRE PREVENTION
STANDARDS AND CODES**

Sec. 46-31. - State rules adopted.

The “State Minimum Fire Safety Standards” are established by the Safety Fire Commissioner pursuant to Section 25-2-4 of the Official Code of Georgia Annotated, as may be amended from time to time and promulgated by the rules and regulations adopted thereof. There is adopted by the City for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion those pursuant to the 1982 amendments by the

Georgia General Assembly to the Georgia Fire Safety Act. Pursuant to the provisions of Section 25-2-12(b), Official Code of Georgia Annotated, the City of Monroe does hereby adopt the "State Minimum Fire Safety Standards," adopted in the rules and regulations promulgated pursuant to Chapter 2 of Title 25, Official Code of Georgia Annotated, to apply only to those buildings and structures listed in Section 25-2-13, Official Code of Georgia Annotated. As used in this chapter, the term "state rules and regulations" shall mean the State Minimum Fire Safety Standards adopted in the rules and regulations promulgated by the Georgia Safety Fire Commissioner pursuant to the aforesaid Official Code of Georgia Annotated from time to time including all subsequent revisions thereof as fully as if the same were set out herein in their entirety. There shall be not less than one (1) copy of such codes filed of record in the City code department. From the date this chapter takes effect, the provisions thereof shall be controlling within the limits of the City.

Sec. 46-32. - Modifications.

The Fire Chief, shall have the power to modify any of the provisions of this Chapter and any codes enforced by the Community Risk Reduction Division, upon written application of the owner or lessee of property, or his duly authorized agent, when there are practical difficulties in carrying out the provisions of this Chapter, provided that the spirit of this Chapter shall be observed, public safety secured, and substantial justice done. Any request for a variance from the provisions of this Chapter shall be submitted in writing to the Community Risk Reduction Division with the explanation and reasons for the variance. The details of such variances when granted or allowed and the decision shall be entered upon the records of the code department and a signed copy shall be furnished to the applicant.

Sec. 46-33. - Issuance of approvals and certificate of occupancy; review fee.

- A. Plans and specifications for all proposed buildings and structures which come under the classification of Section 46-31 of this Chapter shall be submitted to and receive approval by the Fire Marshal before any building permit may be issued or construction started thereon. All such plans and specifications submitted as required herein shall be accompanied by the required plan review fee payable to the City and the Georgia registration number of the drafting architect or engineer or otherwise have the approval of the fire marshal. A complete set of the approved plans and specifications shall be maintained on the construction site and construction shall proceed in compliance with the minimum fire safety standards under which such plans and specifications were approved. The owner of any such building or structure, or his authorized representative, shall notify the Fire Marshal upon completion of approximately eighty (80) percent of the construction thereof and shall apply for a Certificate of Occupancy when construction of such building or structure is completed. Payment of the plan review fee established by the Mayor and Council from time to time by resolution, which may vary depending upon the square footage of the building, shall be required, a copy of which will be on file with the City Clerk.
- B. Every building or structure which comes under the classification in Section 46-31 shall have a Certificate of Occupancy issued by the Fire Marshal before such building or structure may be occupied. Such Certificates of Occupancy shall be issued for each business establishment within a building or structure, shall carry

a charge per business establishment as established by the Mayor and Council from time to time by resolution, shall state the occupant load for such business establishment or building, shall be posted in a prominent location within such business establishment or building, and shall run for the life of the building.

- C. All commercial buildings and tenant spaces shall be required to obtain and post in a conspicuous place, a Certificate of Occupancy from the Community Risk Reduction Division in addition to the Code Department Certificate of Occupancy.

Sec. 46-34. – Inspection of buildings and premises and authority to enter premises.

- A. It shall be the duty of the Fire Marshal or other representatives of the Community Risk Reduction Division to inspect all buildings and premises except the interiors of dwellings expressly exempted from the application of this Chapter, as often as may be necessary for the purpose of ascertaining and causing to be corrected any conditions liable to cause fire, endanger life from fire, or any violations of the provisions or intent of this Chapter dealing with fire hazards and life-safety.
- B. The Fire Chief, Fire Marshal or any designee therefor may, at all reasonable hours, enter any building or premises covered by the application of this Chapter for the purpose of making any inspection or investigation which, under the provisions of this Chapter, they may deem necessary to be made. The Fire Chief, Fire Marshal or any designee thereof shall be permitted by the owner, lessee, manager or operator of any building or premises to enter and inspect their building or premises at the time and

for the purpose stated in this section.

- C. Any inspections by the Fire Chief, Fire Marshal or any designee thereof of buildings and premises not otherwise open to the public shall be made only upon securing the consent of the owner or occupant thereof or upon securing of a search warrant for the inspection of the premises issued by the Municipal Court Judge upon the showing of probable cause of a violation of this Code.

Sec. 46-35. - Temporary occupancy.

A temporary certificate of occupancy may be issued for a portion of a facility. The Fire Marshal shall forward written comments to the building official of the City allowing or disallowing occupancy of a partially completed facility. Approval by both the Code Department and Community Risk Reduction Division is required for the issuance of a temporary certificate of occupancy.

Sec. 46-36 – 46-60. - Reserved

**ARTICLE III. – SPRINKLERS AND
FIRE DETECTION SYSTEMS**

Sec. 46-61. Definitions.

The following words, terms and phrases, when used in this Article, shall have the meanings ascribed in this section, except where the context clearly indicates a different meaning:

Fire alarm system means an assembly of equipment and devices designated and arranged to detect a fire at protected premises, and with respect to such signal, public safety officers are expected to respond.

False alarm means the activation of a fire alarm system thereby necessitating a

Response by any public safety officer where an emergency does not and did not exist and includes, but is not limited to, mechanical failure, malfunction, improper installation and maintenance, or the negligence of the owner or lessee of a fire alarm system or his employees or agents, but does not include alarm activation caused by violent conditions of nature or other extraordinary circumstances not reasonably subject to control by the alarm user or fire alarm system business.

Response means the dispatch of a public safety officer to the premises where a fire alarm system has been activated indicating fire is presently in progress on those premises.

Sec. 46-62. Unlawful activation; failure to notify the fire department of malfunction or repair work

It shall be unlawful for anyone to activate any fire alarm system for the purpose of summoning public safety officers except in the event of a fire, an occurrence to which fire personnel are expected to respond, or for anyone notifying the fire department of an activated fire alarm system and having knowledge that such activation was apparently caused by an electrical or other malfunction of the fire alarm system, or was apparently caused by maintenance or service to the fire alarm system, to fail at the same time to notify the fire department of such apparent malfunction or repair.

Sec. 46-63. Notice to owners/lessees of premises of false alarm.

For each and every false alarm response, within a reasonable time thereafter, the City shall send written notice to the owner or lessee of the premises of the false alarm informing them of the date, time and location of the false alarm necessitating the Response. Depending on the number of false alarm

responses required in that calendar year, the notice will provide the appropriate corrective action necessary and fines to be paid, if applicable, pursuant to Sec. 46-64.

Sec. 46-64. Response to false alarm; fees; corrective action.

- (a) For the first false alarm response to any premises within the City, at which no other false alarm has occurred within a calendar year period, the person or business having or maintaining such fire alarm system shall, within seven (7) working days after notice to do so, make a written report to the Fire Marshal on forms prescribed by him setting forth the cause of such false alarm, the corrective action taken, whether such fire alarm system has been inspected by an authorized serviceman, and such other information as the Fire Marshal may require to determine the cause of such false alarm and corrective action necessary.
- (b) For the second false alarm response to any premises within the City after a first false alarm response within a calendar-year period, a written report shall be required as for a first response and the City may inspect or cause to be inspected the fire alarm system at such premises and prescribe necessary corrective action and shall give notice to the person or business having or maintaining such fire alarm system of the conditions and requirements of this article, including the fee requirements for three (3) or more false alarm responses within each calendar year.
- (c) For the third false alarm response to any premises within the City limits within a calendar year, and for all succeeding responses within that calendar year, the City shall charge and collect from the person or business having or maintaining such fire alarm system on the premises owned or occupied by him, a fee in the amount established by the City, a copy of which is on file in the office of the city clerk.

- (d) Said fee shall be due within thirty (30) days from the date of notice as required by Section 46-63. If such false alarms are as a result of failure to take necessary corrective action prescribed by the City, the City may order the disconnection of such fire alarm system and it shall be unlawful to reconnect such fire alarm system until such corrective action is taken; provided that no disconnection shall be ordered as to any premises required by law to have a fire alarm system in operation.
- (e) Any other violation of this Chapter without a penalty as specifically prescribed herein shall be punishable in accordance with Section 1-11.

Sec. 46-65. Collection of false alarm penalty.

In the event the user fails to submit the penalty payment for a third or subsequent false alarm response penalty within thirty (30) days of receiving notice of said violation, the City Clerk shall issue an execution for the false alarm penalty that is due and owing. The lien shall cover the property of the individual or business liable for payment of the delinquent false alarm penalty and become fixed as of the date and time it became delinquent. The failure to pay the civil penalty within thirty (30) days of the execution shall be subject to punishment as provided in Section 1-11. All other proceedings in relation thereto shall be as provided by the Code and Charter of the City and state law.

Secs. 46-66—46-115. - Reserved

ARTICLE IV. – RAPID ENTRY SYSTEM

Sec. 46-116. - Intent.

- (a) The City recognizes the importance of providing the Fire Department rapid entry into locked buildings. The delay in gaining entry can result in substantial

property damage, the potential for rapid fire spread, growth, expansion and increased danger for the fire fighters. To assist the Fire Department in gaining rapid entry, the City adopts a rapid entry system ordinance.

- (b) In accordance with International Fire Code 506.1, a Fire Department can require a business to have a key box on-premises as well as provide a Fire Department master key to authorized personnel of the fire department.

Sec. 46-117. - Applicability.

The following sections apply to all buildings within the City, exclusive of buildings within the city limits of Monroe, that:

- (1) Are used for public buildings, restricted business, industrial, commercial or limited commercial use and:
 - a. Contain a sprinkler system as required by code; or
 - b. Contain a fire alarm system as required by code; or
 - c. Contain an automatic fire suppression system as required by code; or
 - d. Is a facility that is required to prepare and have available material safety data sheets and/or hazardous chemical inventory forms under the Superfund Amendments; or
 - e. All government buildings; or
 - f. Any building or facility that is open and occupied continuously without interruption.

Sec. 46-118. - Definitions.

As used in this article, the following terms shall have the meaning indicated:

Automatic fire suppression system. A system or assembly of piping, valves, controls and sprinklers which are designed and installed to comply with the NFPA standards, which utilize water, foam, CO₂, or other gas to automatically react to suppress fires.

Central station. An office of a private company to which a remote alarm and supervisory signaling devices are transmitted and where personnel are in attendance at all times to supervise the circuits and investigate signals.

Fire alarm system. Equipment which automatically actuates a fire alarm when the detecting element is exposed to fire, smoke, abnormal rise or decrease in temperature or activation of a sprinkler system or manually activated device.

Fire department master key. A limited issue key of special or controlled design to be carried by fire department officials in command which will open key boxes on specified properties.

Lock box/key box. A high security key vault which is listed under the UL 1610 and the UL 1037 standards, master keyed with a Medeco Biaxial Level 7 or equivalent lock. Locks shall be keyed to the key configuration provided by the fire department.

Lock box document vault. A high security steel plate vault with a minimum of fourteen (14) inches high by twelve (12) inches wide by two (2) inches deep, constructed to the same standards as the lock box, for the storage of documents.

Sec. 46-119. - Installation requirements.

- (a) The City hereby requires all lock boxes / key boxes purchased for use in the City

of Monroe to be mandated by either the Knox Company or Kidde Corporation.

- (b) The owner of applicable buildings, as described in Section 46-117 above, shall install or cause to be installed a lock box system and/or lock box document vault prior to the issuance of a certificate of occupancy for any portion of the building for new or remodeling construction or within twelve (12) months of the adoption date of the ordinance from which this article derives if no new construction or remodeling takes place.
- (c) The lock box shall be installed on the front of the building near the main entry door and between four (4) and six (6) feet above the ground unless approved at a higher or lower level by the Fire Marshal. For buildings located in Fire District One (1), or is listed on the National Register of Historic Places, or located within a City historic district, the lock box shall be installed at the rear entry door of the building or in a location approved by the Fire Marshal, so long as all other provisions of this subsection are complied with.
- (d) The lock box shall contain the key(s) for the exterior doors, the keys for all interior doors within the building and a scaled floor plan of the building. In lieu of having the interior keys at this location, a second lock box may be located within the main lobby of the building to hold these keys. Keys within the lock box shall be labeled for easy identification either by the tenant name or indexed floor plan of the building and shall be kept current.
- (e) Where a building contains a business that is required to maintain material safety data sheets, a lock box document vault shall be installed. The lock box document vault shall be installed on the

front of the building, near the main entry door and between four (4) and six (6) feet from the ground unless approved at a higher or lower level by the fire department. The vault shall contain copies of the material safety data sheets that are required to be on file within the building as well as a floor plan or written description that indicates the location of the general areas of these materials to be found within the building.

Secs. 46-120—46-150. - Reserved.