



Committee Work Session & Called Council Meeting

AGENDA

Tuesday, November 06, 2018

6:00 PM

City Hall

I. CALL TO ORDER

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

II. COMMITTEE INFORMATION

- 1. Finance**
 - a.** Monthly Finance Report
- 2. Airport**
 - a.** Monthly Airport Report
- 3. Public Works**
 - a.** Monthly Solid Waste Report
 - b.** Monthly Streets & Transportation Report
 - c.** Purchase - Trees for West Spring Street Sidewalk Project
- 4. Utilities**
 - a.** Monthly Electric & Telecom Report
 - b.** Monthly Water, Sewer, Gas, & Stormwater Report
 - c.** Approval - 2018 CDBG Engineering Services Award

- [d.](#) Approval - HVAC for Water Plant
- [e.](#) Approval - Electrical System for Water Plant
- [f.](#) Approval - Young Street Gas Main Replacement
- [g.](#) Purchase - Vermeer Service Trencher
- [h.](#) Purchase - Redundant Server System
- [i.](#) Purchase - Redundant Arris C4 CMTS
- [j.](#) Purchase - Optical Transport System

5. Public Safety

- [a.](#) Monthly Fire Report
- [b.](#) Monthly Police Report

6. Planning & Code

- [a.](#) Monthly Code Report
- [b.](#) Intergovernmental Agreement for Aerial Photometrics

7. Economic Development

- [a.](#) Monthly Economic Development Report

III. ITEMS OF DISCUSSION

- [1.](#) Application - Beer & Wine Package Sales - Alcovy Grocery
- [2.](#) Application - Beer & Wine On-Premise Consumption - Rocky's Pizzeria & Grill
- [3.](#) Resolution - City of Ethics Recertification

IV. ITEMS REQUIRING ACTION

- [1.](#) Resolution - R1A Moratorium Extension
- [2.](#) Tax Abatement - Hitachi Automotive Systems Americas, Inc.

V. ADJOURN

CENTRAL SERVICES

MONTHLY REPORT NOVEMBER 2018

	2018 January	2018 February	2018 March	2018 April	2018 May	2018 June	2018 July	2018 August	2018 September	2018 October	2017 October	2017 November	2017 December	Monthly Average	Yearly Totals
COMMUNITY SERVICE															
Participants	1	0	0	0	0	0	1	0	0	0		0	1	0.3	3
Hours	4.0	0.0	0.0	0.0	0.0	0.0	10.0	0.0	0.0	0.0		0.0	8.0	1.8	22.0
SAFETY PROGRAMS															
Facility Inspections	8	5	6	9	5	5	7	4	1	5			3	5.3	58
Vehicle Inspections	12	0	0	0	0	0	22	10	0	0			0	4.0	44
Equipment Inspections	4	0	0	0	0	0	6	4	1	0			0	1.4	15
Worksite Inspections	5	4	1	2	3	1	7	4	3	3			2	3.2	35
Employee Safety Classes	0	1	3	3	6	1	0	0	0	2			0	1.5	16
PURCHASING															
P-Card Transactions	334	452	480	424	440	445	460	430	312	419	324	321	314	396.5	5,155
Purchase Orders	143	144	105	100	114	108	102	122	112	83	119	106	67	109.6	1,425
Sealed Bids/Proposals	0	0	0	2	1	1	0	1	1	0	2	0	2	0.8	10
GPR Postings							0	1	1	3				1.3	5
INFORMATION TECHNOLOGY															
Workorder Tickets	91	83	109	103	107	99	99	101	95	133	60	56	67	92.5	1,203
Phishing Fail Percentage				4.2%		6.9%		3.0%		7.6%				5.4%	
MARKETING															
Newsletters Distributed	0	0	6,005	0	6,005	0	0	8,000	0	0	0	0	6,241	2,019.3	26,251
Public Awareness Material	0	0	9,950	0	6,005	0	0	0	0	0	0	100	160	1,247.3	16,215
GROUNDS & FACILITIES															
Contractor Acres Mowed	46.6	46.6	46.6	92.4	92.4	123.5	139.1	139.1	139.1	139.1	46.6	46.6	46.6	88.0	1,144.0
Crew Acres Mowed	27.0	27.0	27.0	33.3	54.0	54.0	54.0	54.0	55.5	55.5	27.0	27.0	27.0	40.2	522.4

PROJECTS & UPDATES

FACILITIES MANAGEMENT

The renovation of the exterior of City Hall is close to complete. The broken bricks and pavers, cement patching of drainage cuts, pressure washing of the City Hall block, bleaching of the concrete around the fountain, and the installation of natural gas fixtures on the building will be performed over the next couple of months. The HVAC system and controls have also been updated to better deal with any mold, mildew, and humidity problems we have dealt with in the past, and also gives us more control over the operating system to efficiently control the operations of the systems for energy savings during off hours and event hours.

The Fire Department roof and exterior replacement started on October 22nd and is moving along on schedule. Upon the completion of the roof, the second phase will begin with the pressure washing and cleaning of the rest of the exterior will start. The Art Guild leaks from the windows have been stopped and are experiencing the final repairs now, with the interior damage being repaired as well. Drainage issues at the Old City Hall have been addressed and repaired in recent weeks.

MARKETING – NEWSLETTERS

The recent departure of Patrice Broughton has provided for a challenge to continue the monthly employee newsletters and quarterly newsletters for distribution to all customers. The employee newsletters will continue to be distributed through email to all employees and posted at timeclocks around the City facilities. Quarterly newsletters will take on a different look and become digital based by being posted on the City of Monroe website instead of being created as mailers. This change will save the City of Monroe approximately \$12,000 in material and mailing of the newsletters per quarter but provide for the same quality product.

INFORMATION TECHNOLOGY – PHISHING TEST UPDATES

The City will be implementing a mandatory phishing email training program for all employees with access to email or the internet. The recent failure rate of 7.6% for the email phishing test along with another incident prompted the decision to create a mandatory training program for all employees. This along with the

constant and continued monitoring by our IT division will help the City systems remain safe and provide for a staff that is more educated.

CHILDERS PARK

Conduit and electrical wire has been placed along some of the walkways for the inclusion of free standing Christmas decorations this year in the park. The dog park continues to be a popular area as does the rest of the park. Hillside slides are currently on order to be placed in the park along with the use of the recently cut down tree for seating areas. The park should continue to see updates as we move forward and budget for those upgrades into 2019.



Tinkergarten will have a Fall Lantern Walk in the park on November 3rd starting at 4:45pm with free admission for families.

GROUNDS MAINTENANCE

The growing season is slowing and allowing for the opportunity to catch up on some maintenance issues at different areas around the City to include trimming bushes, applying straw, cleaning up trash in different areas, and any other issues discovered. Childers Park and Rest Haven Cemetery will return to bi-weekly cuts instead of weekly as November begins.



**FINANCIAL
STATUS REPORT
AS OF SEPTEMBER 2018**

City of Monroe
Financial Performance Report
For the Period Ended
September 30, 2018

Cash balances for the City of Monroe as of September 30th total **\$36,232,922**

The following table shows the individual account balances.

9/30/2018	
GOVERNMENTAL FUND	
General Fund Checking	314,093.52
Stabilization Fund	450,000.00
Community Center Deposits	2,180.79
Group Health Insurance (Claims/Premiums)	699,971.39
Unemployment Fund	17,174.03
Workmen's Compensation (To Fund Claims)	92,465.50
CAPITAL PROJECTS FUND	
Capital Improvement - General Government	2,739.99
SPLOST	1,380,834.46
SPLOST 2013	3,417,500.85
SPECIAL REVENUE FUND	
Hotel/Motel	11,068.44
DEA Confiscated Assets Fund	13,250.52
Confiscated Assets Fund	29,624.54
ENTERPRISE FUND	
Solid Waste	345,453.74
Solid Waste Capital	835,332.88
Utility Revenue	1,025,017.30
Utility Revenue Reserve	1,333,114.10
Utility MEAG Payment Acct	2,228.70
Utility MGAG Payment Acct	8,335.56
Utility Gov't Loan Payment Acct	26,053.12
Utility MEAG Short-Term Investment	4,761,018.63
Utility MEAG Intermediate Extended Investment	5,641,837.38
Utility MEAG Intermediate Portfolio Investment	1,972,019.88
Utility Capital Improvement	9,014,121.94
Utility GEFA	1,000.00
Utility Bond Sinking Fund	802,284.24
Utility Tap Fees	1,354,711.58
Utility Customer Deposits (Restricted)	1,179,890.33
Utility Customer Deposits (Investment)	1,499,598.37

City of Monroe
Financial Performance Report
For the Period Ended
September 30, 2018

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REVENUE AND EXPENSE REPORT						
GENERAL FUND						
	Sep-17	Sep-18	Variance	2018 Budget	Budget Balance	% Budget to YTD 2018
REVENUE						
TAXES	5,066,929	5,335,649	268,720	6,773,323	1,437,674	78.77%
LICENSES & PERMITS	140,586	170,552	29,966	327,700	157,148	52.05%
INTERGOVERNMENTAL	140,241	495,668	355,427	460,374	(35,294)	107.67%
CHARGES FOR SERVICES	534,066	527,930	(6,136)	700,000	172,070	75.42%
FINES	194,654	256,243	61,589	400,000	143,757	64.06%
INVESTMENT INCOME	77	2	(75)	-	-	-
CONTRIBUTIONS & DONATIONS	24,873	31,608	6,735	41,000	9,392	77.09%
MISCELLANEOUS INCOME	192,906	206,247	13,341	266,000	59,753	77.54%
OTHER FINANCING SOURCES	1,704,955	1,738,520	33,565	2,518,758	780,238	69.02%
TOTAL REVENUE:	7,999,287	8,762,419	763,132	11,487,155	2,724,738	76.28%
EXPENSE						
GENERAL GOVERNMENT	1,136,319	1,100,460	(35,859)	1,315,499	215,039	83.65%
FINANCE	358,305	232,594	(125,711)	417,991	185,397	55.65%
PROTECTIVE/CODE INSPECTION	242,940	285,272	42,332	631,363	346,091	45.18%
FIRE	1,179,601	1,431,749	252,148	2,202,148	770,399	65.02%
HIGHWAYS & STREETS	1,079,464	1,031,553	(47,911)	1,569,486	537,933	65.73%
POLICE	2,804,371	2,953,581	149,210	4,203,295	1,249,714	70.27%
PARKS/BUILDINGS	187,559	147,401	(40,158)	285,129	137,728	51.70%
OTHER FINANCING USES	843,224	862,140	18,916	862,248	108	99.99%
TOTAL EXPENSES:	7,831,783	8,044,750	212,967	11,487,159	3,442,409	70.03%

Collections year-to-date are \$8,762,419 which is at 76% of the total amount budgeted for 2018.

Taxes:

- Actual Property Tax collections for the month were \$137 thousand. *Until the last quarter of the year when property tax collections start coming in, this figure includes an estimated amount.*
- Local Option Sales Tax collected for the month was \$171 thousand
- Selective Sales & Use Tax (Alcohol Beverage, etc.) collections were \$29 thousand
- Business Tax collections for the month were \$875. *Insurance Premium Tax will not be received from the State until October. If the Insurance Premium Tax were paid monthly, we would have an additional \$70,000 per month.*

Licenses & Permits

- Business Licenses (include alcoholic beverage permits and insurance licenses) collections for the month were \$350
- Building permits; \$3 thousand collected

Charges for Services

- \$100 was collected in Culture & Recreation (Event Fees)
- Self-Insurance fees & Cemetery lot fees collected during the month totaled \$52 thousand

Fines

- Municipal Court Collections were \$15 thousand. *This figure does not include any of the add-on fees collected that are paid to outside agencies and not included as part of the City's revenue.*

*City of Monroe
Financial Performance Report
For the Period Ended
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Contributions & Donations

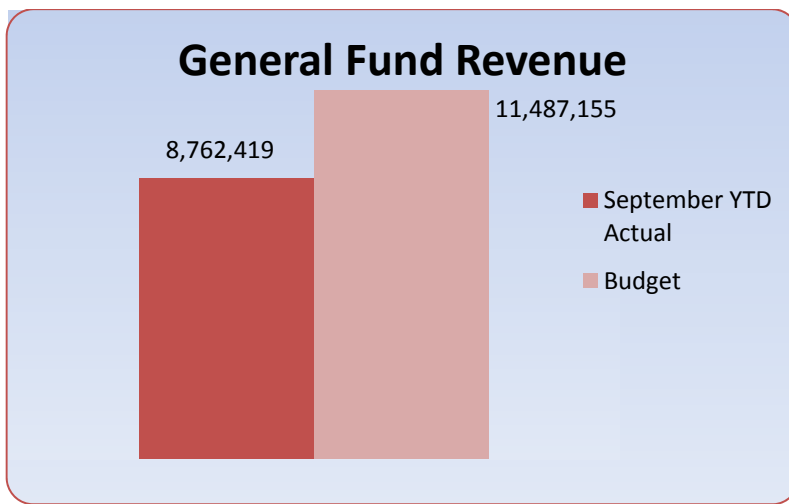
- None were collected this month

Miscellaneous

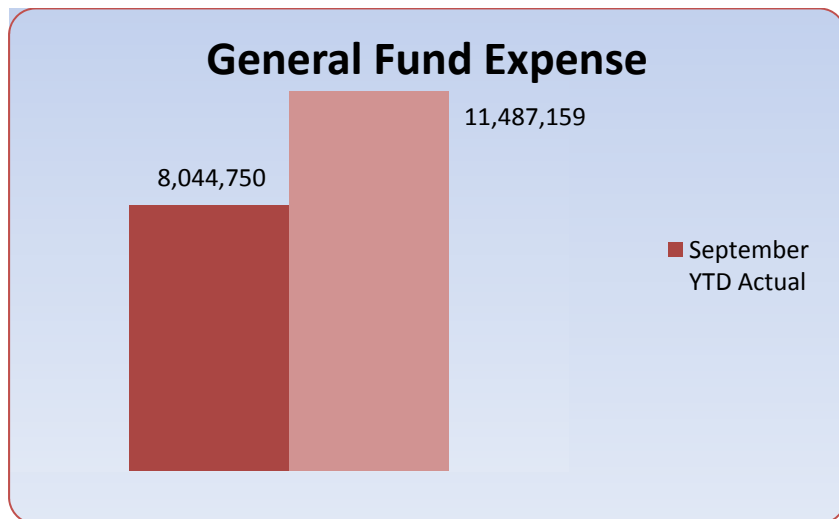
- Hanger rent, tie down fees, community center & Walton Plaza rental fees totaled \$18 thousand

Other Financing Sources

- Operating transfers in from Utilities for the month were \$181 thousand and operating transfers in from Solid Waste were \$19 thousand



General fund year-to-date total expenditures of \$8,044,750 are at 70% of the total budgeted for 2018.



City of Monroe
Financial Performance Report
For the Period Ended
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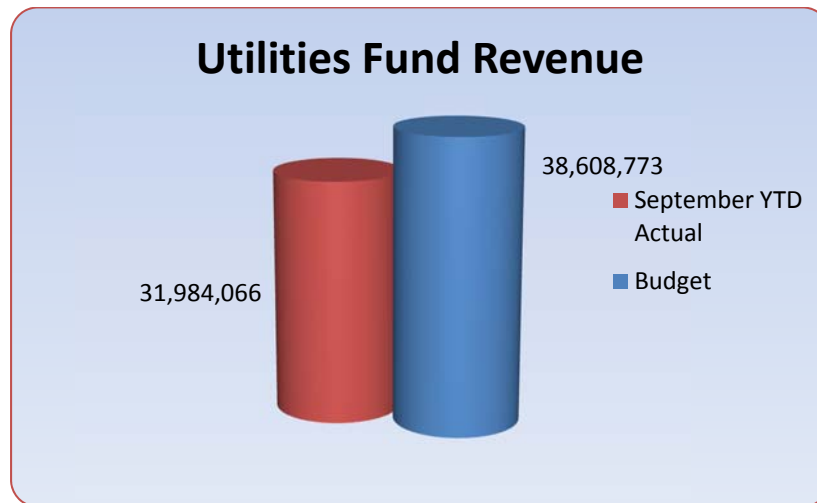
REVENUE AND EXPENSE REPORT COMBINED UTILITIES FUND						
	<u>Sep-17</u>	<u>Sep-18</u>	<u>Variance</u>	<u>2018 Budget</u>	<u>Budget Balance</u>	<u>% Budget to YTD 2018</u>
REVENUE						
INTERGOVERNMENTAL	-	535,462	535,462	500,000	(35,462)	107.09%
CHARGES FOR SERVICES						
WATER	3,681,311	3,865,555	184,244	4,845,000	979,445	79.78%
SEWER	2,979,952	3,075,821	95,869	3,928,000	852,179	78.31%
ELECTRIC	14,631,632	14,734,299	102,667	19,004,530	4,270,231	77.53%
NATURAL GAS	2,525,750	3,096,546	570,796	3,566,181	469,635	86.83%
CATV/INTERNET	4,055,424	4,228,771	173,347	5,698,000	1,469,229	74.22%
UTILITY NON SPECIFIC	509,693	568,636	58,943	640,000	71,364	88.85%
GUTA	-	106,802	106,802	367,062	260,260	29.10%
INVESTMENT INCOME	1,548,857	1,623,361	74,504	60,000	(1,563,361)	2705.60%
CONTRIBUTIONS & DONATIONS	-	109,380	109,380	-		#DIV/0!
MISCELLANEOUS INCOME	-	38,314	38,314	-		-
OTHER FINANCING SOURCES	7,142	1,119	(6,023)	-		-
TOTAL REVENUE:	29,939,761	31,984,066	2,044,305	38,608,773	6,773,520	82.84%
EXPENSE						
FINANCIAL ADMINISTRATION	(1,387,140)	(1,717,207)	(330,067)	(2,350,535)	(633,328)	73.06%
UTILITY CUSTOMER SERVICE	831,222	764,870	(66,352)	1,087,100	322,230	70.36%
UTILITY BILLING	221,170	214,418	(6,752)	312,636	98,218	68.58%
CENTRAL SERVICES	457,789	737,918	280,129	950,800	212,882	77.61%
GENERAL ADMIN ELECTRIC/TELECOMM	164,715	222,215	57,500	358,627	136,412	61.96%
ELECTRIC	12,812,924	14,555,963	1,743,039	18,503,513	3,947,550	78.67%
TELECOMM	4,177,052	4,839,770	662,718	6,281,929	1,442,159	77.04%
GENERAL ADMIN GAS WATER & SEWER	99,535	131,552	32,017	217,159	85,607	60.58%
SEWER	2,396,244	3,225,205	828,961	4,594,859	1,369,654	70.19%
WATER	2,355,072	3,559,566	1,204,494	4,631,205	1,071,639	76.86%
GAS	2,073,397	2,998,565	925,168	3,653,918	655,353	82.06%
GUTA	-	179,799	179,799	367,562	187,763	48.92%
TOTAL EXPENSES:	24,201,980	29,712,634	5,510,654	38,608,773	8,896,139	76.96%

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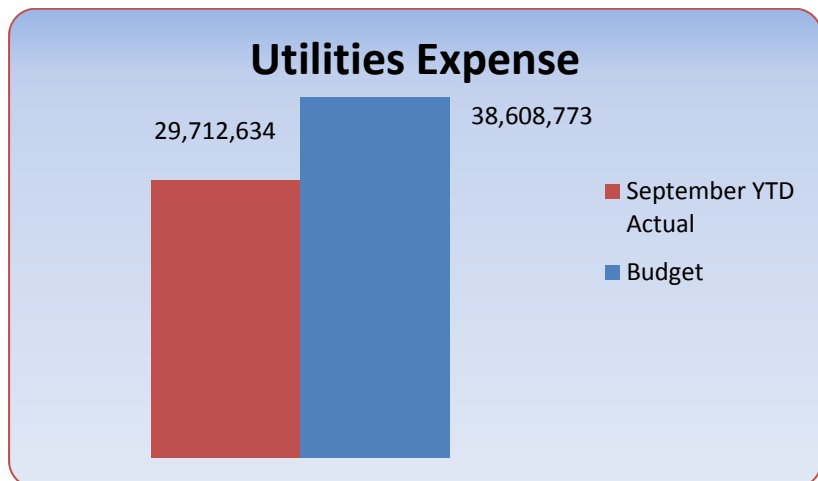
Operating revenues total \$31,984,066 which is 83% of the total amount budgeted for 2018

Charges for Sales and Services for each department during the month were:

- Water \$453 thousand
- Sewer \$351 thousand
- Electric \$1.9 million
- Natural Gas \$155 thousand
- Telecom \$473 thousand



Operating expenses were at 76% of the total budget, \$29,712,634



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The total Utility Capital funds available as of September are \$11,701,948 as broken down in the section below:

Utility Capital Improvement Cash Balance	9,014,122	
Utility Revenue Reserve Cash Balance	1,333,114	
Tap Fees Cash Balance	1,354,712	<i>for Sewer rehab</i>
Total Current Funds Available	\$ 11,701,948	
Estimated monthly additional CIP transfers-in through December 2018	150,000	
	450,000	
Fertilizer Plant Sale	475,000	
Estimated Utility Capital Cash Balance as of Dec 31, 2018	\$ 5,169,762	
<i>*Assuming all projects are completed</i>		

Total unfinished approved Capital project balances as of September is \$7,457,186. Assuming all of these expenditures were to be completed by December 2018, the Utility Capital fund balance would be \$5,169,762

A breakdown of all Utility Capital items in progress for 2018 are shown in the chart on the following page.

Dept	Project Description	Estimated		
		Budgeted Cost	2018 Expense	Balance to Finish
Sewer	Sewer CDBG 2016 (cities portion)	461,788.00	594,601.62	(132,813.62)
Sewer	Sewer CDBG 2018-Initial Application	25,000.00	13,330.00	11,670.00
Sewer	Sewer Main Rehab	150,000.00		150,000.00
Sewer	Infrastructure Repair/Replacement	337,223.00	11,791.17	325,431.83
Sewer	Watershed Assessment	-	402.60	(402.60)
Sewer	Graco Pump	5,674.00	5,674.00	-
Sewer	Pedestal Chopper Pump	20,164.00	20,164.00	-
Sewer	Flygt Concertor Pump	9,572.70	9,572.70	-
Sewer	Wetwell Pump	24,466.00	24,466.00	-
Sewer	Wilo Submersible Pump		9,990.36	(9,990.36)
Sewer	pumping station control system		8,895.00	(8,895.00)
Sewer	Sewer Extension 138 to Reliant Development	2,700,000.00	56,401.27	2,643,598.73
Sewer	Pump Station SCADA	50,000.00		50,000.00
Sewer	Truck - F150 WWTP	20,500.00	20,500.00	-
Water	Truck	40,000.00		40,000.00
Water	Truck - F150 WTP	20,500.00	20,500.00	-
Water	Deckover Trailer	5,645.00	5,645.00	-
Water	Loganville Water Distribution Line	1,648,125.07	112,450.00	1,535,675.07
Water	Fire Hydrant Replacement	55,000.00		55,000.00
Water	Infrastructre Repair/Replacement	150,000.00	9,772.53	140,227.47
Water	Remodel of Old Water Plant	225,000.00	43,808.45	181,191.55
Water	Replacement of Controls	15,000.00		15,000.00
Water	Warehouse Improvements	25,000.00		25,000.00
Water	Water CDBG 2016 (cities portion)	376,512.00	561,359.86	(184,847.86)
Water	Alley Waterline Repair	25,000.00	4,993.07	20,006.93
Water	Programmable Logic Controller	68,840.00	68,856.65	(16.65)
Water	Water Main Rehab	150,000.00		150,000.00
Water	2017 proj - Roof Replacement	237,548.00	237,548.00	-
SPECIAL PROJECT	Fertilizer Plant Purchase - Town Green	792,530.11	805,515.11	(12,985.00)
Admin	Vehicle-IT Dept	25,000.00	24,500.00	500.00
Admin	Zero Turn Mower	8,840.00	8,839.32	0.68
Admin	City Hall Sign	5,616.35	5,616.35	-
Admin	Utility Billing Software	300,617.00	160,227.70	140,389.30
Admin	Security Upgrade/City Hall	38,080.22	39,280.21	(1,199.99)
Admin	Drive Thru Rehab/City Hall	225,000.00		225,000.00
Admin	Landscape Rehab/City Hall	34,189.00		34,189.00
Admin	Council A/V	20,250.00	21,587.90	(1,337.90)
Electric	Bucket Truck Replacement	215,000.00	97,876.00	117,124.00
Electric	Fault Finder	22,000.00	21,697.51	302.49
Electric	Meter Load Tester	33,000.00		33,000.00
Electric	Pole Crane	80,000.00		80,000.00
Electric	Van	27,000.00		27,000.00
Electric	Rotary Lift	9,000.00	9,000.00	-
Electric	Automated Switching	150,000.00		150,000.00
Electric	LED Streetlights	125,000.00		125,000.00
Electric	Reconductor Distrubtion System	350,000.00		350,000.00
Electric	Warehouse Project	75,000.00		75,000.00
Electric	Pollack Rebuild	199,415.20	188,184.24	11,230.96
Telecom	Fiber Blower	44,000.00	36,784.01	7,215.99
Telecom	Halon Fire Suppression	44,000.00		44,000.00
Telecom	Network Monitor & Analyzer	8,845.00	8,845.00	-
Telecom	Fiber Loop	150,000.00		150,000.00
Telecom	Fiber to the X	100,000.00	22,355.53	77,644.47
Telecom	Wireless Deployment	75,000.00		75,000.00
Telecom	Cable Replacement	80,000.00	30,765.64	49,234.36
Telecom	Network Redundancy	195,000.00	145,770.32	49,229.68
Telecom	2017 Cable Replacement	80,000.00	16,067.70	63,932.30
Telecom	DOCSIS 3	175,000.00	27,061.29	147,938.71
Telecom	Alcovy Mountain Fiber	45,000.00	57,399.21	(12,399.21)
Gas	Service Trencher	80,000.00		80,000.00
Gas	System Expansion	50,000.00	16,021.60	33,978.40
Gas	HWY 78 Gas Line and Take Station	541,000.00	461,681.45	79,318.55
Gas	Lacy, Davis, Harris & Ash Street (Bryant Rd)	140,000.00	1,440.00	138,560.00
Gas	Dean Hill Rd Gas Extension	26,901.00	17,218.42	9,682.58
Gas	Roosevelt Rd Replacement	162,725.00	69,323.51	93,401.49
Gas	Alcovy Mountain	8,242.40	8,242.40	-
Stormwater	Mini Excavator	75,000.00	63,600.00	11,400.00
	Totals	11,662,809.05	4,205,622.70	7,457,186.35

City of Monroe
Financial Performance Report
For the Period Ended
September 30, 2018

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The table below shows the changes in net position for the Utility Fund

	ADMINISTRATIVE DIVISION	CATV/INTERNET DIVISION	ELECTRIC DIVISION	GAS DIVISION	WASTEWATER DIVISION	WATER DIVISION	GUTA DIVISION	TOTAL ALL DIVISIONS
OPERATING REVENUES								
Charges for sales and services	0	4,228,771	14,734,299	3,096,546	3,075,821	3,865,555	106,802	29,107,794
Customer account fees	568,636	0	0	0	0	0	0	568,636
Other revenue - allocation	(764,529)	127,737	323,449	77,577	104,779	130,987	0	0
Other	0	0	0	0	0	0	0	0
Total operating revenues	(195,893)	4,356,508	15,057,748	3,174,123	3,180,600	3,996,542	106,802	29,676,430
OPERATING EXPENSES								
Cost of sales and services	0	2,902,920	10,632,306	1,199,192	0	0	0	14,734,418
General operating expenses	(1,087,837)	1,365,665	3,060,491	1,139,602	2,040,291	2,114,885	179,799	8,812,895
Depreciation	0	0	0	0	0	0	0	0
Amortization	0	0	0	3,240	10,062	10,039	0	23,341
Total operating expenses	(1,087,837)	4,268,585	13,692,797	2,342,034	2,050,353	2,124,924	179,799	23,570,654
Operating income (loss)	891,944	87,923	1,364,951	832,089	1,130,248	1,871,618	(72,997)	6,105,776
NON-OPERATING REVENUES (EXPENSES)								
Interest income	172,062	0	0	0	0	0	0	172,062
Other	23,830	0	1,575,163	0	0	0	0	1,598,993
Intergovernmental	0	0	35,462	0	500,000	0	0	535,462
Interest expense	(3,293)	0	0	(32,852)	(102,035)	(107,429)	0	(245,609)
Gain on disposal of capital assets	0	0	0	0	921	198	0	1,119
Total non-operating revenue (expense)	192,599	0	1,610,625	(32,852)	398,886	(107,231)	0	2,062,028
Income (loss) before capital contributions and transfers	1,084,543	87,923	2,975,577	799,237	1,529,134	1,764,387	(72,997)	8,167,804
Capital contributions	0	0	0	0	0	0	0	0
Capital assets	(1,075,544)	(343,637)	(316,758)	(573,927)	(903,917)	(1,125,902)	0	(4,339,685)
Transfers in	0	0	0	0	0	0	0	0
Transfers out	(9,000)	(227,549)	(768,624)	(181,302)	(168,899)	(201,309)	0	(1,556,684)
	(1,084,544)	(571,186)	(1,085,382)	(755,229)	(1,072,816)	(1,327,211)	0	(5,896,369)
Change in net position	(1)	(483,263)	1,890,194	44,008	456,317	437,176	(72,997)	2,271,435
Net position, beginning of year								67,551,155
Net position, end of period	(1)	(483,263)	1,890,194	44,008	456,317	437,176	(72,997)	69,822,590

City of Monroe
Financial Performance Report
For the Period Ended
September 30, 2018

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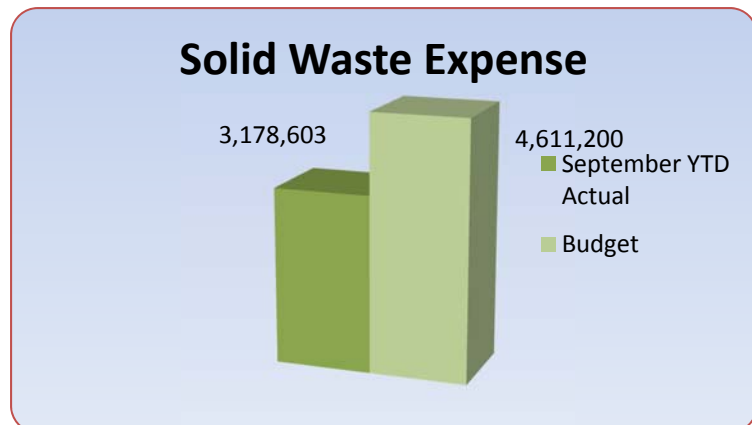
REVENUE AND EXPENSE REPORT SOLID WASTE FUND						
	Sep-17	Sep-18	Variance	2018 Budget	Budget Balance	% Budget to YTD 2018
REVENUE						
CHARGES FOR SERVICES	3,700,260	3,438,215	(262,045)	4,611,200	1,172,985	74.56%
CONTRIBUTIONS & DONATIONS	-	-	-	-	-	-
TOTAL REVENUE:	3,700,260	3,438,215	(262,045)	4,611,200	1,172,985	74.56%
EXPENSE						
ADMINISTRATION	228,848	241,477	12,629	342,176	100,699	70.57%
SOLID WASTE COLLECTION	575,652	574,514	(1,138)	830,811	256,297	69.15%
SOLID WASTE DISPOSAL	1,954,081	1,937,170	(16,911)	2,520,805	583,635	76.85%
RECYCLABLE COLLECTION	64,097	72,095	7,998	160,909	88,814	44.80%
PUBLIC EDUCATION	-	-	-	-	-	-
YARD TRIMMINGS COLLECTION	143,357	172,436	29,079	220,339	47,903	78.26%
OTHER FINANCING USES	185,753	180,911	(4,842)	536,160	355,249	33.74%
TOTAL EXPENSES:	3,151,788	3,178,603	26,815	4,611,200	1,432,597	68.93%

Collections year-to-date for Solid Waste are \$3,438,215; 74% of the revenue budget appropriation.

- Sanitation fee collections were \$172 thousand
- Transfer Station revenues were \$187 thousand for the month



Solid Waste expenses year-to-date are at 69% of the total budget, \$3,178.603



City of Monroe
Financial Performance Report
For the Period Ended
September 30, 2018

Below is a chart showing disbursements from Walton County to date for SPLOST

	Walton County		15.3335760%	Actual		
Sales Tax	Special Local	Receipt Total	Monroe's	Receipt Total		Total
Receipt	Option Sales	for Period of	Portion	for	Other	Receipts
Month	Taxes Received	SPLOST	up to 60M	Month	Revenues	SPLOST
Sep-17	868,042.28	45,285,229.85	133,101.92	133,099.53		133,099.53
Oct-17	856,642.97	46,141,872.82	131,354.00	131,351.64		131,351.64
Nov-17	830,845.61	46,972,718.43	127,398.34	127,396.05		127,396.05
Dec-17	853,438.30	47,826,156.73	130,862.61	130,900.98		130,900.98
Jan-18	986,456.84	48,812,613.57	151,259.11	151,215.66		151,215.66
Feb-18	853,134.51	49,665,748.08	130,816.03	130,813.67		130,813.67
Mar-18	792,463.54	50,458,211.62	121,513.00	121,510.81	19,737.65	141,248.46
Apr-18	954,910.67	51,413,122.29	146,421.95	146,419.32	37,245.24	183,664.56
May-18	891,313.39	52,304,435.68	136,670.22	136,667.76		136,667.76
Jun-18	928,779.45	53,233,215.13	142,415.10	142,412.54		142,412.54
Jul-18	915,881.79	54,149,096.92	140,437.43	140,434.90		140,434.90
Aug-18	1,023,277.44	55,172,374.36	156,905.02	156,902.20		156,902.20
Sep-18	989,490.30	56,161,864.66	151,724.25		39,361.61	39,361.61

City of Monroe
Financial Performance Report
For the Period Ended
September 30, 2018

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Performance Indicators														Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18
Telephone Calls																										
Admin Support																										
Utilities - Incoming Calls	6,174	7,299	7,506	6,654	5,675	5,521	6,004	5,419	6,756	5,736	6,047	6,234	8,851													
Utilities - Abandoned Calls	411	460	467	509	349	323	302	296	421	327	342	396	494													
% of Abandoned Calls - Utility	6.66%	6.30%	6.22%	7.65%	6.15%	5.85%	5.03%	5.46%	6.23%	5.70%	5.66%	6.35%	5.58%													
Utilities																										
Electric Customers	6,343	6,343	6,297	6,340	6,311	6,314	6,297	6,310	6,347	6,230	6,217	6,287	6,261													
Natural Gas Customers	3,773	3,770	3,765	3,765	3,763	3,762	3,736	3,742	3,772	3,726	3,731	3,749	3,760													
Water Customers	9,216	9,239	9,212	9,277	9,201	9,194	9,179	9,157	9,236	9,111	9,076	9,114	9,095													
Waste water Customers	6,923	6,957	6,921	6,963	6,922	6,913	6,911	6,900	6,974	6,863	6,837	6,891	6,864													
Cable TV Customers	3,573	3,600	3,594	3,643	3,591	3,659	3,624	3,622	3,682	3,599	3,626	3,681	3,669													
Digital Cable Customers	204	199	204	201	197	199	194	198	197	196	194	192	189													
Internet Customers	3,596	3,584	3,597	3,547	3,542	3,476	3,486	3,456	3,470	3,365	3,293	3,338	3,366													
Residential Phone Customers	887	893	898	887	882	904	887	893	901	889	887	896	905													
Commercial Phone Customers	435	447	454	456	430	453	436	432	448	441	435	443	440													
Fiber Customers	62	62	62	62	62	62	62	62	58	49	49	49	49													
Work Orders Generated																										
Utilities																										
Connects	696	766	570	656	607	626	688	753	672	616	706	755	650													
Cutoff for Non-Payment	209	271	254	218	253	235	191	129	216	232	189	203	201													
Electric Work Orders	49	50	40	28	29	53	34	45	33	33	59	98	91													
Water Work Orders	143	115	61	109	61	60	82	94	113	133	98	111	94													
Natural Gas Work Orders	39	59	48	41	25	50	111	30	47	56	26	31	11													
Disconnects	639	715	575	549	588	602	625	632	633	509	556	771	672													
Telecomm Work Orders	275	306	146	248	264	247	294	380	410	302	325	483	427													
Billing/Collections																										
Utilities																										
Utility Revenue Billed	\$3,695,859	\$3,692,334	\$3,488,005	\$3,282,658	\$3,300,220	\$3,315,676	\$3,489,893	\$3,965,341	\$3,540,223	\$3,239,965	\$3,115,028	\$3,420,156	\$3,608,210													
Utility Revenue Collected	\$3,345,030	\$3,754,607	\$3,308,073	\$3,152,514	\$3,180,845	\$3,388,384	\$3,815,887	\$3,581,457	\$3,385,570	\$3,073,351	\$3,125,037	\$3,448,590	\$3,549,586													
# of Inactive Accounts	36	79	63	66	44	32	65	55	80	77	52	49	54													
Amount Written Off for Bad Debt	\$23,802	\$139,944	\$28,088	\$32,798	\$27,469	\$16,089	\$27,987	\$36,511	\$46,845	\$42,805	\$26,793	\$21,466	\$23,542													
Utility Bad Debt Collected	\$5,256	\$8,195	\$3,927	\$2,623	\$5,899	\$4,657	\$6,151	\$6,920	\$12,828	\$5,398	\$4,726	\$3,984	\$5,723													
Extensions																										
Utilities																										
Extensions Requested	639	704	711	648	655	682	535	627	761	583	662	717	722													
Extensions Pending	241	230	304	242	193	219	197	291	259	193	286	293	311													
Extensions Defaulted	41	47	38	28	21	25	31	25	48	30	31	33	45													
Extensions Paid per Agreement	587	730	611	583	649	635	598	569	647	646	638	702	636													
Percentage of Extensions Paid	93%	94%	94%	96%	97%	96%	95%	96%	93%	96%	95%	96%	93%													
Taxes																										
Admin Support																										
Property Tax Transactions	-	-	-	1	2	31	-	-	-	-	5	1	-	6												
Property Tax Collected	\$-	\$-	\$10	\$84	\$816	\$10	\$-	\$-	\$-	\$2,342	\$113	\$-	\$679													
Accounting																										
Payroll & Benefits																										
Payroll Checks Issued	58	49	91	81	62	63	61	70	70	223	64	62	53													
Direct Deposit Advices	438	439	447	657	436	427	431	415	409	614	414	395	397													
General Ledger																										
Accounts Payable Checks Issued	272	328	293	293	390	280	294	289	258	320	313	294	258													
Accounts Payable Invoices Entered	361	394	378	341	387	447	428	420	232	366	449	275	590													
Journal Entries Processed	133	144	132	152	145	170	158	163	166	180	150	207	183													
Miscellaneous Receipts	204	250	280	250	262	266	280	239	261	279	261	553	215													
Utility Deposit Refunds Processed	45	34	30	31	50	40	32	18	29	29	34	41	31													
Local Option Sales Tax	\$171,248	\$177,065	\$158,473	\$160,093	\$154,337	\$165,606	\$137,428	\$147,572	\$170,725	\$147,431	\$143,745	\$148,203	\$150,257													
Special Local Option Sales Tax - 2013	\$151,722	\$156,902	\$140,435	\$142,413	\$136,668	\$146,419	\$121,511	\$130,814	\$151,216	\$130,901	\$127,396	\$131,352	\$133,100													
Personnel																										
Payroll & Benefits																										
Budgeted Positions	244	242	242	242	242	241	241	241	241	228	228	228	228													
Filled Positions	229	227	227	233	233	231	228	227	226	217	216	225	222													
Vacancies	15	15	15	9	9	10	14	14	15	11	12	13	16													
Unfunded Positions	33	33	33	33	33	33	33	33	33	32	32	32	32													
Clinic Appointment Capacity	126	160	160	160	292	250	340	232	171	120	160	140	140													
Clinic Ancillary Visits	30	42	37	34	98	98	168	100	47	10	26	25	16													
Clinic Utilization Percentage	98%	97%	99%	84%	102%	107%	119%	105%	103%	82%	88%	101%	92%													
Clinic No Shows	16	32	17	22	23	14	30	10	14	5	9	16	17													
Clinic Utilization2	78	81	105	79	83	135	206	134	115	83	106	100	96													

AIRPORT

MONTHLY REPORT

NOVEMBER 2018

	2018 January	2018 February	2018 March	2018 April	2018 May	2018 June	2018 July	2018 August	2018 September	2018 October	2017 October	2017 November	2017 December	Monthly Average	Yearly Totals
100LL AVGAS															
100LL AvGas Sale Price	\$3.83	\$3.99	\$3.99	\$3.99	\$4.19	\$4.19	\$4.19	\$4.22	\$4.39	\$4.39	\$3.69	\$3.69	\$3.79	\$4.04	
Transactions	92	75	98	101	99	104	94	92	105	103	105	132	98	100	1298
Gallons Sold	3,073.1	2,328.6	2,380.2	2,646.3	2,442.7	2,783.4	2,563.8	2,395.3	2,376.7	2,396.6	2,778.0	4,446.2	3,305.7	2,762.8	35,916.5
Revenue	\$11,771.97	\$9,290.99	\$9,497.04	\$10,558.66	\$10,229.30	\$11,662.38	\$10,742.50	\$10,103.22	\$10,433.73	\$10,520.95	\$10,250.80	\$16,406.48	\$12,528.50	\$11,076.66	\$143,996.52
AvGas Profit/Loss	(\$180.12)	\$205.05	\$209.93	\$235.07	\$344.61	\$400.84	\$315.18	\$115.89	\$495.02	\$499.31	\$336.95	\$357.37	\$140.80	\$267.38	\$3,475.90
GENERAL REVENUE/EXPENSE															
Hangar Rental	\$3,360.00	\$3,360.00	\$3,360.00	\$3,360.00	\$3,360.00	\$3,360.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$3,360.00	\$3,360.00	\$3,360.00	\$3,618.46	\$47,040.00
Lease Agreements	\$3,015.07	\$4,065.07	\$4,065.07	\$4,065.07	\$4,065.07	\$4,065.07	\$4,065.07	\$4,065.07	\$4,065.07	\$4,065.07	\$4,015.07	\$4,015.07	\$4,015.07	\$3,972.76	\$51,645.91
Grounds Maintenance	\$360.00	\$360.00	\$360.00	\$5,750.00	\$6,122.46	\$360.00	\$360.00	\$360.00	\$2,580.00	\$360.00	\$360.00	\$360.00	\$360.00	\$1,388.65	\$18,052.46
Buildings Maintenance	\$956.18	\$300.00	\$300.00	\$300.00	\$710.00	\$14,525.00	\$15,854.99	\$1,163.19	\$960.49	\$300.00	\$1,193.38	\$904.32	\$300.00	\$2,905.20	\$37,767.55
Equipment Maintenance	\$600.00	\$599.69	\$215.92	\$115.92	\$115.92	\$115.92	\$5,424.92	\$1,764.62	\$1,784.67	\$3,893.00	\$2,643.44	\$165.81	\$100.00	\$1,349.22	\$17,539.83
Airport Profit/Loss	(\$448.23)	\$3,643.48	\$5,007.08	(\$257.77)	(\$930.70)	(\$8,927.01)	(\$17,786.65)	\$3,341.15	\$1,682.93	\$2,459.38	\$847.51	\$4,890.31	\$4,143.87	(\$179.59)	(\$2,334.65)

PROJECTS & UPDATES

Monroe – Walton County Airport (D73)		
October Fuel Sales		
\$4.39	Average Price	
103	Transactions	
2,396.6	Gallons Sold	
\$10,520.95	Fuel Revenue	
\$499.31	Fuel Profit/Loss	
\$2,459.38	Airport Profit/Loss	

EAST & WEST APRON PROJECTS

The East Apron project is currently ongoing, as it began on November 15th with staging and material movement. The project is set for a 90-day completion schedule and is currently running ahead of schedule. Upon completion of the East Apron project, the West Apron/Taxiway project will begin and should be completed by the end of the year with an approximate 30-day timeline for completion. Neither project should affect any daily airport operations, and should only affect fueling availability for no more than 2-3 days during paving.

NON-DIRECTIONAL BEACON (NDB)

The Non-Directional Beacon for the Monroe-Walton County Airport will soon need to be replaced with a new unit as the old one is currently down and repair is becoming more difficult. This should be a minimal cost hopefully, but will need to be addressed in the very near future. Currently, Barge Design Solutions along with DBT Transportation Services are working on a solution to the issue and possible replacement timeline with cost estimates.



**SOLID WASTE
DEPARTMENT
MONTHLY REPORT
NOVEMBER
2018**

ITEMS OF INTEREST

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

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

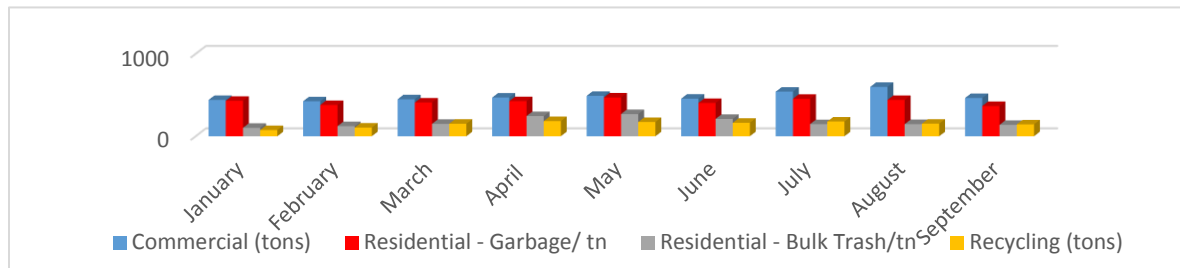
Project List:

- Drainage: Re-direct surface water into our water treatment system. ***Pending, per Streets & Transportation.***
- Repair/Resurface concrete tipping floor. ***Pending! 2019 SW-CIP***
- Welding Service: ***Install Steel on upper wall and weld all joints, inside the building. Project to be outsourced. Cost estimate: \$8,290.00 for material & labor.***

II. Scrap Tire Funding –***Update: Rec’d reimbursements in the amount of \$2,553.54 from GADNR. We’re preparing to submit another report, for additional funding.***

Dps

2018	January	February	March	April	May	June	July	August	September
Commercial (tons)	440.19	424.27	448.42	469.34	489.63	455.74	540.8	598.48	463.34
Residential - Garbage (tons)	429.92	378.95	409.25	425.9	470.54	403.52	453.81	440.1	366.75
Residential - Bulk Trash (tons)	101.83	122.38	150.02	244.37	268.81	210.24	146.82	147.1	137.86
Recycling (tons)	75.00	104.98	151.43	183.75	172.92	163.39	178.72	152.45	144.02
Transfer Station (tons)	4,861.42	5,156.39	5,336.50	5,576.98	6,064.64	5,786.64	5,998.48	6,404.41	4,921.46
Customers (TS)	15	15	14	15	15	14	15	14	14
Sweeper (tons)	0.7	1.77	0.35	1.29	3.74	6.8	2.45	7.33	13.99
Storm drain debris (tons)	0.3	9.06	8.67		0.10		0.75	0.75	
	January	February	March	April	May	June	July	August	September
Recycling - Yard Waste (tons)	43.62	70.4	96.7	123.96	126.2	131.24	141.86	108.91	111.57
Recycling - Curbside (tons)	17.76	18.87	20.13	18.87	21.42	13.4	16.33	14.98	14.34
Recycling - Cardboard (tons)	10.73	12.14	12.83	11.68	15.9	13.46	14.01	19.24	12.43
Recycling - Scrap Metal (tons)			18	21.24	2.94	1.6	6.52	7.63	
Recycling - Scrap Tires (tons)	140 (2.89)	173 (3.57)	183(3.77)	388 (8)	313 (6.46)	179 (3.69)	113 (2.33)	82 (1.69)	63 (1.29)
Recycling - C & D (tons)									4.39
Garbage carts (each)	31	62	44	52	37	31	62	92	38
Recycling bins (each)	13	17	10	18	15	17	26	18	14
Dumpsters (each)	1	6	1	3		2	2	1	1
Lids (each)								1	
Cemetery Permits	1	8	9	4	9	1	4	7	2



Note:

981.95 tons of trash /garbage collected and disposed.

144.02 tons of recycled materials collected, including scrap tires.



**STREETS AND
TRANSPORTATION
DEPARTMENT
MONTHLY REPORT
NOVEMBER
2018**

Public Works Administration

September 2018

* The Public Works Office received 630 calls during this period.

*The Public Works Office issued 111 work orders of which 102 were completed.

*Community Building rented out six times (small – twice, large – three times and whole building –once).

Fleet Maintenance Division

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

Department	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
Airport			1										1
City Hall													0
Code		1				1		1					3
Electric/Cable	7	3	6	3	1	5	8	11	6				50
Finance													0
Fire	3	3	7	6	3	6	5	3	5				41
Gas/Water/Sewer	6	6	3	6	6	4	5	1	5				42
GUTA													0
Meter Readers		4	2		5	1		4	1				17
Motor Pool													0
Police	9	23	18	24	23	19	18	14	11				159
Public Works	37	35	39	38	42	41	38	44	22				336
TOTAL	62	75	76	77	80	77	74	78	50	0	0	0	649

Grounds Division

*Landscaping work at City Facilities, Power Stations, and Water Pump Stations.

*Picked up .01 tons/20 pounds of litter on various city streets.

Street Division

*The right of way crew picked up .24 tons/480 pounds of litter on the ROW. Crews have also completed road repairs and asphalt patching on various streets, and are continuing to work on the 2018 LMIG project.

Sign & Marking Division

- General maintenance:

	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
Signs repaired	3	4	1	4	5	6	12	7	5				47
Signs replaced		6	1	4	4	13	4	11	16				59
Sign post replaced/installed	2	5	9	7	2	9		11	13				58
New signs	23	15	12	10	17	15	10	22	21				145
Signs cleaned	6	5	8	9	12	8	9	10	7				74
Signs installed (new)	2	6	10	4	2	4			10				38
City emblems installed		4		2				6					12
In-lane pedestrian signs	2		1										3
Banners	3	4	3	4	4	4	5	5	7				39
Compaction Test		1		4		2		4	1				12
Traffic Studies		1	4	11	14			3	3				36
Parking Lot Striped													0
Speed hump installed		1	1			2			2				6
Crosswalk installed													0
Stop bars installed						4							4
TOTAL	41	52	50	59	60	67	40	79	85	0	0	0	533

Building Maintenance Division

- Work orders were issued for repair work and completed at the following locations:

	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
Airport	1	4	1	5	3	8	5		5				32
Art Guild		4	1	3	2	2	2	4	1				19
City Hall	6	11	10	13	5	8	7	8	6				74
Comm. Building	11	11	6	12	13	13	9	5	14				94
DDA	2	3											5
Fire		1	2			2	2	1					8
Library	4	2	2	5	6	8	3	1	2				33
Old City Hall	4	5	1	5			1	2	2				20
Playhouse	1	2	2		3	2	1	1					12
Police	3	8	3	5	2	2	10	2	4				39
Public Works	22	22	14	23	23	14	18	17	16				169
Transfer Station		1	1		1	1	1	4	1				10
Utilities	7	10	2		4	4	2	2					31
Downtown			3	1	6	3	3	2	6				24
TOTAL	61	84	48	72	68	67	64	49	57	0	0	0	570



To: Public Works Committee
From: Logan Propes, City Administrator
Department: Public Works/Electric
Date: 11/06/2018
Subject: Street Trees for the West Spring St. Sidewalk Project

Budget Account/Project Name: SPRGSIDEWLK

Funding Source: 2013 SPLOST

Budget Allocation: \$2,550,000.00

Budget Available: \$611,083.60

Requested Expense: \$27,524.00

Company of Purchase: Bold Springs Nursery

Description:

Staff recommends that the Committee award the bid to Bold Springs Nursery for street trees totaling \$26,324.00 plus shipping costs.

Background:

Street Trees (Trident Maple variety) were originally included in the W. Spring Street streetscape bid. However, the low bidder on the project had bid \$58,560.00 for the trees. Staff felt we could save money by buying and installing trees ourselves. The low bid at the time for 96 trees was \$58,560. We feel 88 will be adequate totaling an equivalent bid of \$53,680 from the original contract bid. Brian Thompson has competitively bid the 88 trees needed for the project. The bids are as follows:

Bold Springs Nursery: \$26,324.00 plus est. \$1,200.00 shipping

Green Reyno: \$16,800.00 plus \$1,500.00 shipping

Quantum Linc: \$25,600.00 plus est. \$1,200.00 shipping

It is staff's recommendation to use Bold Springs Nursery due to consistent quality of product given to the city on various projects. The price is still within a reasonable range of cost savings on the project.

Attachment(s): Tree Bids



Bold Spring Nursery

1366 Columbus Hwy
Hawkinsville, GA 31036

Phone: 478-783-4975

Fax: 478-783-4997

ORDER NO.	325176	27
CUSTOMER NO	MONR	

QUOTE

Street Trees

BILL TO:

City of Monroe
215 N. Broad Street
Monroe, GA 30655

Phone: 770-266-5345 mb
Contact: Brian Thompson

SHIP TO:

City of Monroe
Monroe, GA 30655

Phone: 770-266-5345 mb
Contact: Brian Thompson

SHIP DATE		SHIP VIA		F.O.B.		TERMS	
11/12/18				HAWKINSVILLE		NET 30 DAYS	
P.O. NUMBER		ORDER DATE		SALES PERSON		REFERENCE NO.	
		10/17/18		Lisa Lightfoot			
QUANTITY			ITEM CODE	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	
ORDERED	SHIPPED						
60	0		ABA250STD 28"	Acer buer. Aeryn® 2.5"	281.00	16860.00	
28	0		ABA300STD 32"	Acer buer. Aeryn® 3"	338.00	9464.00	
35	0		LAM300STDT 32" - Standards, single trunk, predug special - ready to ship.	Lagerstroemia 'Muskogee' 3"	185.00	6475.00	
54	0		LAM350STDT 36" - Standards, single trunk, predug special - ready to ship.	Lagerstroemia 'Muskogee' 3.5"	210.00	11340.00	
177	0						
						NET AMOUNT	44139.00

Freight is estimated at 2 flatbed loads approx. \$600 each for either the Tridents or Muskogeas. Please let me know which selection will work for your planting. Thanks, Lisa

BALANCE DUE 44139.00



THIS IS NOT AN ORDER
Availability Subject to Change
Based on Dormant Digging unless Noted
Summer Dig is Extra 10%

Delayed shipments will be subject to Price Increases

**Orders require a 35% non-refundable deposit due upon receipt.
Deposits not received will result in a canceled order and items returned to availability for resale.**



Spring Street Trees

Botanical Name	Common Name	Quantity	Caliper/Size	Price	Item Total
Acer buergerianum	Trident Maple	60	2.5"	\$175.00	\$10,500.00
Acer buergerianum	Trident Maple	28	3"	\$225.00	\$6,300.00
				Total	\$16,800.00

Note:

1. All Trees FOB - Freight 9%

Tree Total	\$16,800.00
Freight	\$1,500.00
Bid Total	\$18,300.00



74750 – CITY OF MONROE

SPRING STREET TREES

ACER BUERGERIANUM (TRIDENT MAPLE)

BID CLOSING DATE/TIME: OCTOBER 29, 2018 @ 10:00 AM EST
BID PROVIDED BY: QUANTUM LINC, LLC.

BIDS SUBMITTED VIA EMAIL TO:

PURCHASE@MONROEGA.GOV AND BKTHOMPSON@MONROEGA.GOV

QUANTUM LINC, LLC is pleased to submit a bid for Acer Buergerianum (Trident Maple) trees for the City of Monroe downtown appearance upgrade project. The Aeryn Trident Maples trees will be provided by Moon's Tree Farm located in Loganville, Georgia which is in close proximity to the City of Monroe.

Qty. 60 - Acer Buergerianum (2.5" x 28") – \$ 275 each (60 x \$275 = \$16,500)

Qty. 28 - Acer Buergerianum (3" x 32") – \$ 325 each (28 x \$325 = \$9,100)

Freight Estimate – \$ 1200

FOR MORE INFORMATION CONTACT: JAMILIA TANNER @ (404) 396-9185



**ELECTRIC & TELECOM
DEPARTMENT
MONTHLY REPORT**

**NOVEMBER
2018**

Items of Interest

Electric

1. Storm response
2. Pole inspections reached 4% reject goal while pad mount equipment reject was below 1%.
3. Installation of electric in Childers Park
4. Lighting on Spring Street set to start.

Telecom

1. Started the yearly RF leak survey.
2. GPW redundant is complete.

MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 09/2018 | FY 2018



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

CITY OF MONROE: ELECTRIC FUND OVERVIEW

	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018	Jul 2018	Aug 2018	Sep 2018	Oct 2018	Nov 2018	Dec 2018	FY 2018	AS BUDGET	FY 2017
REVENUES	\$ 1.487M	\$ 1.641M	\$ 1.543M	\$ 1.431M	\$ 1.501M	\$ 1.891M	\$ 2.027M	\$ 1.933M	\$ 2.080M				\$ 15.534M	\$ 14.457M	\$ 14.899M
PERSONNEL COSTS	\$ 0.112M	\$ 0.094M	\$ 0.124M	\$ 0.123M	\$ 0.112M	\$ 0.151M	\$ 0.124M	\$ 0.122M	\$ 0.112M				\$ 1.073M	\$ 0.895M	\$ 0.932M
CONTRACTED SVC	\$ 0.033M	\$ 0.047M	\$ 0.065M	\$ 0.062M	\$ 0.046M	\$ 0.055M	\$ 0.061M	\$ 0.055M	\$ 0.034M				\$ 0.458M	\$ 0.347M	\$ 0.341M
SUPPLIES	\$ 1.004M	\$ 1.617M	\$ 1.131M	\$ 1.183M	\$ 1.006M	\$ 1.188M	\$ 1.200M	\$ 1.236M	\$ 1.266M				\$ 10.833M	\$ 9.573M	\$ 9.050M
CAPITAL OUTLAY	\$ 0.029M	\$ 0.011M	\$ 0.074M	\$ 0.079M	\$ 0.101M	\$ -	\$ -	\$ -	\$ 0.022M				\$ 0.317M	\$ -	\$ 0.189M
FUND TRANSFERS	\$ 0.104M	\$ 0.211M	\$ 0.237M	\$ 0.219M	\$ 0.208M	\$ 0.286M	\$ 0.245M	\$ 0.560M	\$ 0.239M				\$ 2.309M	\$ 1.597M	\$ 1.650M
DEPRECIATION	\$ 0.024M	\$ 0.024M	\$ 0.024M	\$ 0.024M	\$ 0.024M	\$ 0.024M	\$ 0.024M	\$ 0.024M	\$ 0.024M				\$ 0.216M	\$ 0.162M	\$ 0.216M
EXPENSES	\$ 1.306M	\$ 2.004M	\$ 1.656M	\$ 1.691M	\$ 1.498M	\$ 1.704M	\$ 1.654M	\$ 1.996M	\$ 1.696M				\$ 15.206M	\$ 12.574M	\$ 12.379M
MARGIN	\$ 0.181M	\$ (0.364M)	\$ (0.112M)	\$ (0.260M)	\$ 0.004M	\$ 0.187M	\$ 0.373M	\$ (0.063M)	\$ 0.384M	\$ -	\$ -	\$ -	\$ 0.328M	\$ 1.882M	\$ 2.520M
MCT CREDIT/YES	\$ 0.075M	\$ 0.357M	\$ 0.180M	\$ 0.175M	\$ 0.175M	\$ 0.618M	\$ 0.175M	\$ 0.175M	\$ 0.175M	\$ -	\$ -	\$ -	\$ 2.106M	\$ (0.260M)	\$ (0.938M)

* MCT Credit is excluded from margin as it typically has restricted use.

* Year End Settlement excluded due to fluctuations year to year

12-MO
PURCHASED
KWH's



12-MO
RETAIL
KWH's



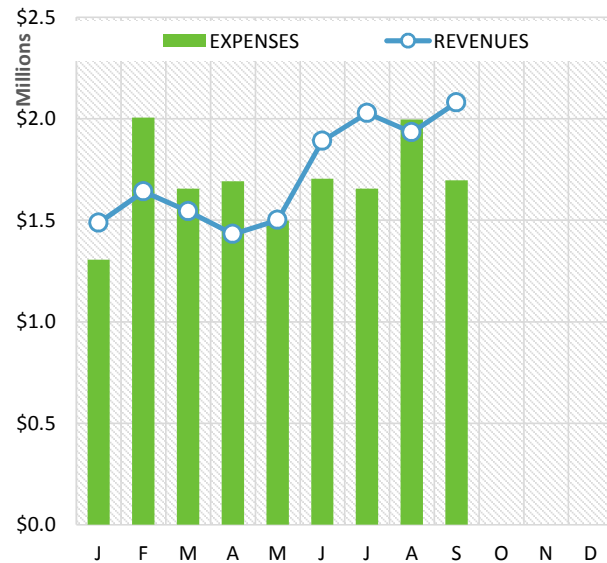
12-MO LINE
LOSS

2.99%

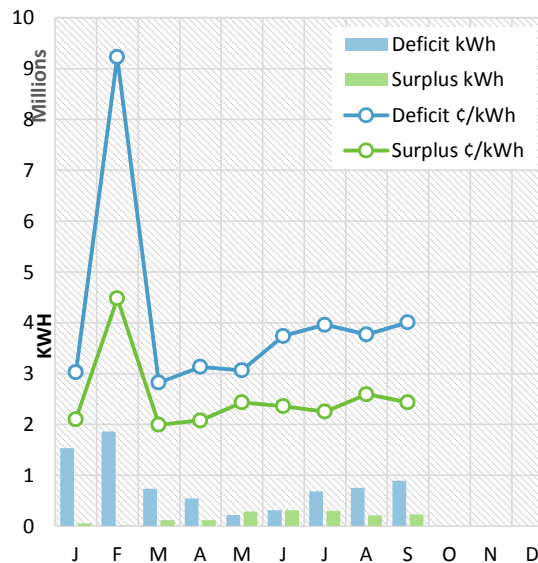
12-MO
WHOLESALE
¢/kWh

8.360

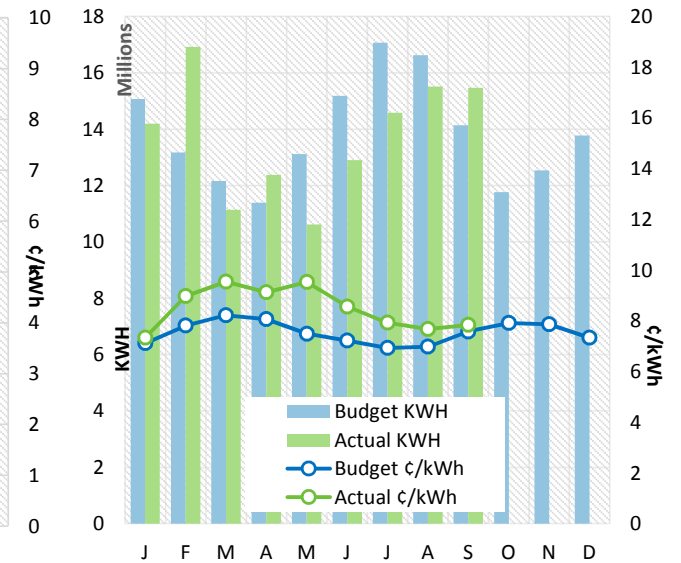
REVENUES vs. EXPENSES



DEFICIT PURCHASES vs. SURPLUS SALES



MEAG BUDGET vs. ACTUAL



RETAIL SALES REPORT

Jan 2018 Feb 2018 Mar 2018 Apr 2018 May 2018 Jun 2018 Jul 2018 Aug 2018 Sep 2018 Oct 2018 Nov 2018 Dec 2018

CUSTOMER COUNT

Residential	5,457	5,408	5,400	5,419	5,410	5,446	5,406	5,445	5,434
Commercial	856	863	856	852	857	853	849	857	868
Industrial	1	1	1	1	1	1	1	1	1
City	33	38	40	42	43	40	41	40	40
Total	6,347	6,310	6,297	6,314	6,311	6,340	6,297	6,343	6,343

Year-Over-Year Δ 1.68% 0.81% 0.62% -2.49% -0.30% 0.78% 0.29% 0.60% 1.31%

KWH

Residential	6.984M	8.503M	6.680M	5.334M	4.838M	4.958M	6.121M	6.719M	6.721M
Commercial	4.908M	5.443M	4.935M	4.710M	4.740M	5.209M	5.948M	6.663M	6.782M
Industrial	0.693M	0.816M	0.805M	0.734M	0.744M	0.739M	0.850M	0.768M	0.808M
City	0.391M	0.440M	0.438M	0.409M	0.432M	0.417M	0.489M	0.470M	0.495M
Total	12.977M	15.203M	12.859M	11.186M	10.754M	11.324M	13.408M	14.619M	14.806M

Year-Over-Year Δ 7.86% 25.75% 8.92% 0.81% -1.09% -0.84% 2.09% -0.03% -1.09%

REVENUE

Residential	\$ 0.704M	\$ 0.847M	\$ 0.715M	\$ 0.616M	\$ 0.649M	\$ 0.641M	\$ 0.800M	\$ 0.907M	\$ 0.911M
Commercial	\$ 0.630M	\$ 0.631M	\$ 0.629M	\$ 0.631M	\$ 0.640M	\$ 0.659M	\$ 0.739M	\$ 0.811M	\$ 0.821M
Industrial	\$ 0.061M	\$ 0.059M	\$ 0.067M	\$ 0.067M	\$ 0.067M	\$ 0.063M	\$ 0.071M	\$ 0.068M	\$ 0.070M
Other	\$ 0.000M	\$ 0.003M	\$ 0.000M	\$ 0.001M	\$ 0.001M	\$ 0.002M	\$ 0.000M	\$ 0.001M	\$ 0.001M
City	\$ 0.038M	\$ 0.037M	\$ 0.042M	\$ 0.041M	\$ 0.043M	\$ 0.040M	\$ 0.047M	\$ 0.046M	\$ 0.049M
Total	\$ 1.431M	\$ 1.577M	\$ 1.453M	\$ 1.355M	\$ 1.400M	\$ 1.405M	\$ 1.658M	\$ 1.833M	\$ 1.852M

Year-Over-Year Δ 2.36% 9.13% 6.02% 4.01% 2.73% -1.43% 3.05% 1.95% -0.19%

SALES STATISTICS

Jan 2018 Feb 2018 Mar 2018 Apr 2018 May 2018 Jun 2018 Jul 2018 Aug 2018 Sep 2018 Oct 2018 Nov 2018 Dec 2018 YTD

AVERAGE KWH/CUSTOMER

Residential	1,280	1,572	1,237	984	894	910	1,132	1,234	1,237	1,165
Commercial	5,734	6,308	5,765	5,528	5,531	6,107	7,006	7,775	7,813	6,396
Industrial	692,960	816,000	805,280	733,920	743,680	739,360	850,080	768,000	808,000	773,031
City	11,861	11,587	10,958	9,731	10,045	10,437	11,930	11,740	12,372	11,185

AVERAGE \$/CUSTOMER

Residential	\$129	\$157	\$132	\$114	\$120	\$118	\$148	\$167	\$168	\$139
Commercial	\$735	\$731	\$735	\$740	\$747	\$772	\$871	\$946	\$946	\$803
Industrial	\$60,516	\$59,369	\$66,918	\$66,520	\$67,126	\$63,161	\$70,662	\$67,712	\$70,144	\$65,792
City	\$1,142	\$985	\$1,041	\$973	\$1,005	\$992	\$1,150	\$1,160	\$1,222	\$1,074

AVERAGE \$/KWH

Residential	\$0.1007	\$0.0996	\$0.1070	\$0.1155	\$0.1341	\$0.1293	\$0.1308	\$0.1350	\$0.1356	\$0.1208
Commercial	\$0.1283	\$0.1159	\$0.1275	\$0.1339	\$0.1350	\$0.1265	\$0.1243	\$0.1217	\$0.1211	\$0.1260
Industrial	\$0.0873	\$0.0728	\$0.0831	\$0.0906	\$0.0903	\$0.0854	\$0.0831	\$0.0882	\$0.0868	\$0.0853
City	\$0.0963	\$0.0850	\$0.0950	\$0.1000	\$0.1000	\$0.0950	\$0.0964	\$0.0988	\$0.0988	\$0.0961
Average	\$0.1032	\$0.0933	\$0.1032	\$0.1100	\$0.1149	\$0.1090	\$0.1086	\$0.1109	\$0.1106	\$0.1071

Sep 2018

Sep 2017

FY2018 YTD

FY2017 YTD

12-MONTH

POWER SUPPLY COSTS

MEAG Project Power	\$	991,990	\$	879,389	\$	8,197,137	\$	7,404,338	\$	10,565,229
Transmission		95,836		97,246		806,811		811,216		1,063,519
Supplemental		76,391		80,084		921,663		702,080		1,095,101
SEPA		46,002		57,692		480,168		489,874		628,096
Other Adjustments		861		792		7,677		7,068		10,052
TOTAL POWER SUPPLY COSTS	\$	1,211,080	\$	1,115,203	\$	10,413,457	\$	9,414,577	\$	13,361,997
AS BUDGET		1,070,526		1,057,683		9,503,286		9,541,721		12,434,977
% ACTUAL TO BUDGET		113.13%		105.44%		109.58%		98.67%		107.45%

PEAKS & ENERGY

Peaks (KW)

Coincident Peak (CP)	32,314	29,093	36,151	32,666	36,151
Non-Coincident Peak (NCP)	32,705	33,231	36,256	33,231	36,256
CP (BUDGET)	32,240	32,485	35,013	35,664	35,013
NCP (BUDGET)	32,960	33,297	35,722	36,419	35,722

Energy (KWH)

MEAG Energy	13,426,822	13,116,457	102,305,342	99,629,443	134,313,258
Supplemental Purchases (or sales)	921,419	1,321,023	11,961,040	11,435,373	13,615,977
SEPA Energy	1,114,718	1,019,065	9,389,168	8,084,477	11,908,163
Total Energy (KWH)	15,462,959	15,456,545	123,655,550	119,149,293	159,837,398
AS BUDGET	14,136,000	13,894,000	127,880,000	127,878,000	166,070,000
% ACTUAL TO BUDGET	109.39%	111.25%	96.70%	93.17%	96.25%

CP Load Factor	66.46%	73.79%	39.05%	41.64%	50.47%
NCP Load Factor	65.67%	64.60%	38.93%	40.93%	50.33%
% Supplemental	5.96%	8.55%	9.67%	9.60%	8.52%

UNIT COSTS (¢/kwh)

Bulk Power	7.9796	7.1816	8.5496	7.8818	8.4586
Supplemental	8.2906	6.0623	7.7055	6.1395	8.0428
SEPA Energy	4.1268	5.6613	5.1141	6.0594	5.2745
MEAG Total	7.8321	7.2151	8.4213	7.9015	8.3597

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

Sep 2018

Sep 2017

FY2018 YTD

FY2017 YTD

12-MONTH

SALES REVENUES

ELECTRIC SALES	\$	1,851,175	\$	1,798,194	\$	13,953,222	\$	13,190,224	\$	18,156,818
SALES REVENUES (ACTUAL)	\$	1,851,175	\$	1,798,194	\$	13,953,222	\$	13,190,224	\$	18,156,818
AS BUDGET	\$	1,510,794	\$	1,482,917	\$	1,510,794	\$	1,482,917	Not Applicable	
% ACTUAL TO BUDGET		122.53%		121.26%		923.57%		889.48%	Not Applicable	

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

OTHER REVENUES

OP REVENUE		35,217		34,675		317,314		614,282		497,904
FEDERAL GRANT		35,462		-		35,462		-		35,462
MISC REVENUE		1,512		22,565		20,648		121,267		23,718
CONTRIBUTED CAPITAL		109,380		-		109,380		-		109,380
SALE OF FIXED ASSETS		-		-		-		-		3,510
REIMB DAMAGED PROPERTY		11,181		-		14,484		-		14,484
CUST ACCT FEES		-		-		-		-		-
OTHER REV		(14,424)		-		-		-		-
MEAG REBATE		-		-		443,115		705,858		443,115
ADMIN ALLOC		28,946		30,642		323,449		267,524		430,293
INT/INVEST INCOME		-		-		-		-		-
STATE GRANTS		-		-		-		-		-
OTHER REVENUES (ACTUAL)	\$	207,273	\$	87,882	\$	1,263,852	\$	1,708,931	\$	1,557,866
AS BUDGET	\$	95,512	\$	101,297	\$	859,612	\$	911,670	Not Applicable	
% ACTUAL TO BUDGET		217.01%		86.76%		147.03%		187.45%	Not Applicable	

TRANSFER

Transfer From CIP		21,698		-		316,758		-		316,758
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TOTAL REVENUES (ACTUAL)	\$	2,080,145	\$	1,886,076	\$	15,533,831	\$	14,899,156	\$	20,031,442
AS BUDGET	\$	1,606,307	\$	1,584,213	\$	14,456,759	\$	14,257,920	Not Applicable	
% ACTUAL TO BUDGET		129.50%		119.05%		107.45%		104.50%	Not Applicable	

MCT CREDIT	\$	175,093	\$	130,316	\$	1,662,637	\$	1,117,528	\$	2,499,281
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Note on MEAG MCT: excluded from revenues as it is a restricted account.

PERSONNEL

Compensation	\$	93,730	\$	100,146	\$	858,162	\$	689,714	\$	1,159,854
Benefits		17,895		33,207		215,749		242,141		324,618
PERSONNEL (ACTUAL)	\$	111,625	\$	133,353	\$	1,073,912	\$	931,856	\$	1,484,472
AS BUDGET	\$	99,643	\$	102,225	\$	896,789	\$	920,027	Not Applicable	
% ACTUAL TO BUDGET		112.02%		130.45%		119.75%		101.29%	Not Applicable	

CONTRACTED SERVICES

Consulting	\$	35	\$	329	\$	1,828	\$	724	\$	1,828
Custodial Service		-		49		-		49		148
Lawn & Maint		-		-		-		-		1,303
Holiday Event		-		-		-		-		394
Maintenance Contracts		581		272		5,801		3,485		7,168
Rents/Leases		45		244		7,334		5,605		22,514
Repairs & Maintenance (Outside)		1,395		6,634		48,168		45,330		118,360
Landfill Fees		-		-		-		-		-
Other Contract Svcs		-		63,361		-		269,944		75,602
Comm Svcs		2,969		611		16,797		4,751		18,604
Postage		-		-		-		-		459
Public Relations		-		-		441		-		641
Mkt Expense		-		-		30,480		4,328		30,630
Printing		-		-		-		-		65
Dues & Sub		-		-		-		-		-
Travel		592		-		3,126		-		4,287
Ga Dept Rev Fee		-		-		800		-		1,700
Fees		-		-		236		-		464
Training & Ed		1,650		469		8,773		7,151		9,489
Contract Labor		26,711		-		333,412		-		344,711
Shipping/Freight		-		-		208		-		208
CONTRACTED SERVICES (ACTUAL)	\$	33,977	\$	71,971	\$	457,405	\$	341,367	\$	638,575
AS BUDGET	\$	38,367	\$	29,625	\$	345,300	\$	266,625	Not Applicable	
% ACTUAL TO BUDGET		88.56%		242.94%		132.47%		128.03%	Not Applicable	

Sep 2018

Sep 2017

FY2018 YTD

FY2017 YTD

SUPPLIES

Office Supplies	431	(45)	3,964	8,517	4,174
Postage	-	-	-	318	-
Auto Parts	139	-	3,640	-	3,640
Damage Claims	-	-	1,127	-	1,127
Tires	1,444	-	1,444	-	1,444
Uniform Expense	165	-	11,755	-	11,755
Janitorial	162	-	1,428	-	1,820
Computer Equipment	-	-	101	-	101
Parks & Grounds R & M Inside	-	-	7,898	-	7,898
Util Costs - Util Fund	611	652	8,700	5,835	10,184
Auto & Truck Fuel	2,363	2,033	15,728	14,412	21,966
Food	488	-	1,095	-	1,244
Sm Tool & Min Equip	1,859	7,451	27,232	33,183	53,824
Lab Supplies	-	-	-	157	-
Sm Oper Supplies	5,159	5,823	29,609	32,289	34,395
Construction Material	-	-	-	-	1,197
Tires	-	-	-	-	3,497
Uniform Exp	-	1,786	-	3,881	6,526
Power Costs	1,236,173	1,224,829	10,632,305	8,827,330	14,213,179
Repairs & Maintenance (Inside)	17,314	15,799	86,730	106,052	214,492
Amr Proj Exp	-	-	-	3,265	-
Equip Pur (<\$5M)	-	-	-	4,840	-
Dam Claims	-	-	-	4,041	-
Misc	-	2,104	-	5,678	(1,243)

SUPPLIES (ACTUAL)	\$	1,266,309	\$	1,260,431	\$	10,832,757	\$	9,049,798	\$	14,591,219
AS BUDGET	\$	1,063,717	\$	1,053,670	\$	9,573,455	\$	9,483,033	Not Applicable	
% ACTUAL TO BUDGET		119.05%		119.62%		113.15%		95.43%	Not Applicable	

CAPITAL OUTLAY

Construction In Progress	\$	-	\$	24,000	\$	188,184	\$	32,200	\$	242,583
Capital Expenditures	\$	21,698	\$	-	\$	128,574	\$	157,242	\$	70,528
Depr Exp	\$	24,006	\$	24,006	\$	216,051	\$	216,051	\$	288,068
CAPITAL OUTLAY (ACTUAL)	\$	45,703	\$	48,006	\$	532,809	\$	405,492	\$	601,179
AS BUDGET	\$	-	\$	-	\$	-	\$	-	Not Applicable	
% ACTUAL TO BUDGET		0.00%		0.00%		0.00%		0.00%	Not Applicable	

FUND TRANSFERS

Admin Alloc - Adm Exp	\$	135,089	\$	145,780	\$	1,540,059	\$	1,091,398	\$	1,954,547
Transfer To Gf		103,750		86,412		768,624		559,067		1,000,441
FUND TRANSFERS (ACTUAL)	\$	238,839	\$	232,192	\$	2,308,683	\$	1,650,464	\$	2,954,988
AS BUDGET	\$	177,434	\$	155,375	\$	1,596,906	\$	1,398,375	Not Applicable	
% ACTUAL TO BUDGET		134.61%		149.44%		144.57%		118.03%	Not Applicable	

TOTAL EXPENSES (ACTUAL)	\$	1,696,453	\$	1,745,953	\$	15,205,565	\$	12,378,977	\$	20,270,434
AS BUDGET	\$	1,379,161	\$	1,340,896	\$	12,412,449	\$	12,068,060	Not Applicable	
% ACTUAL TO BUDGET		123.01%		130.21%		122.50%		102.58%	Not Applicable	

MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 09/2018 | FY 2018



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COMMENTARY & ANALYSIS

The net operating margin after transfers, FY to date was -8.00%

RECOMMENDATIONS

- *
- *
- *
- *

MOST RECENT
12-MONTH

Sep 2018

Sep 2017

FY2018 YTD

FY2017 YTD

12-MONTH

FINANCIALS

Revenues

RETAIL SALES	\$	441,788	\$	421,626	\$	3,940,586	\$	3,762,269	\$	5,201,181
OTHER REVENUES		55,967		31,061		606,690		312,005		702,964
ADJUSTMENTS		(12,912)		8,836		87,740		5,735		122,646
Total Revenues	\$	484,842	\$	461,524	\$	4,635,015	\$	4,080,009	\$	6,026,791

Expenses

PERSONNEL	\$	40,282	\$	50,837	\$	448,740	\$	403,490	\$	616,600
PURCHASED & CONTRACTED SVC		7,534		2,579		44,646		19,849		52,706
PURCHASED PROPERTY SERVICES		16,097		46,887		73,078		221,711		138,682
SUPPLIES		29,740		23,129		230,484		96,988		256,107
COST OF GOODS SOLD		513,213		332,898		2,902,494		2,695,357		3,546,808
DEPR, DEBT SVC & OTHER COSTS		101,360		132,221		1,078,921		663,459		1,280,523
FUND TRANSFERS		25,459		21,203		227,549		168,099		291,081
Total Combined Expenses	\$	733,685	\$	609,754	\$	5,005,912	\$	4,268,952	\$	6,182,508

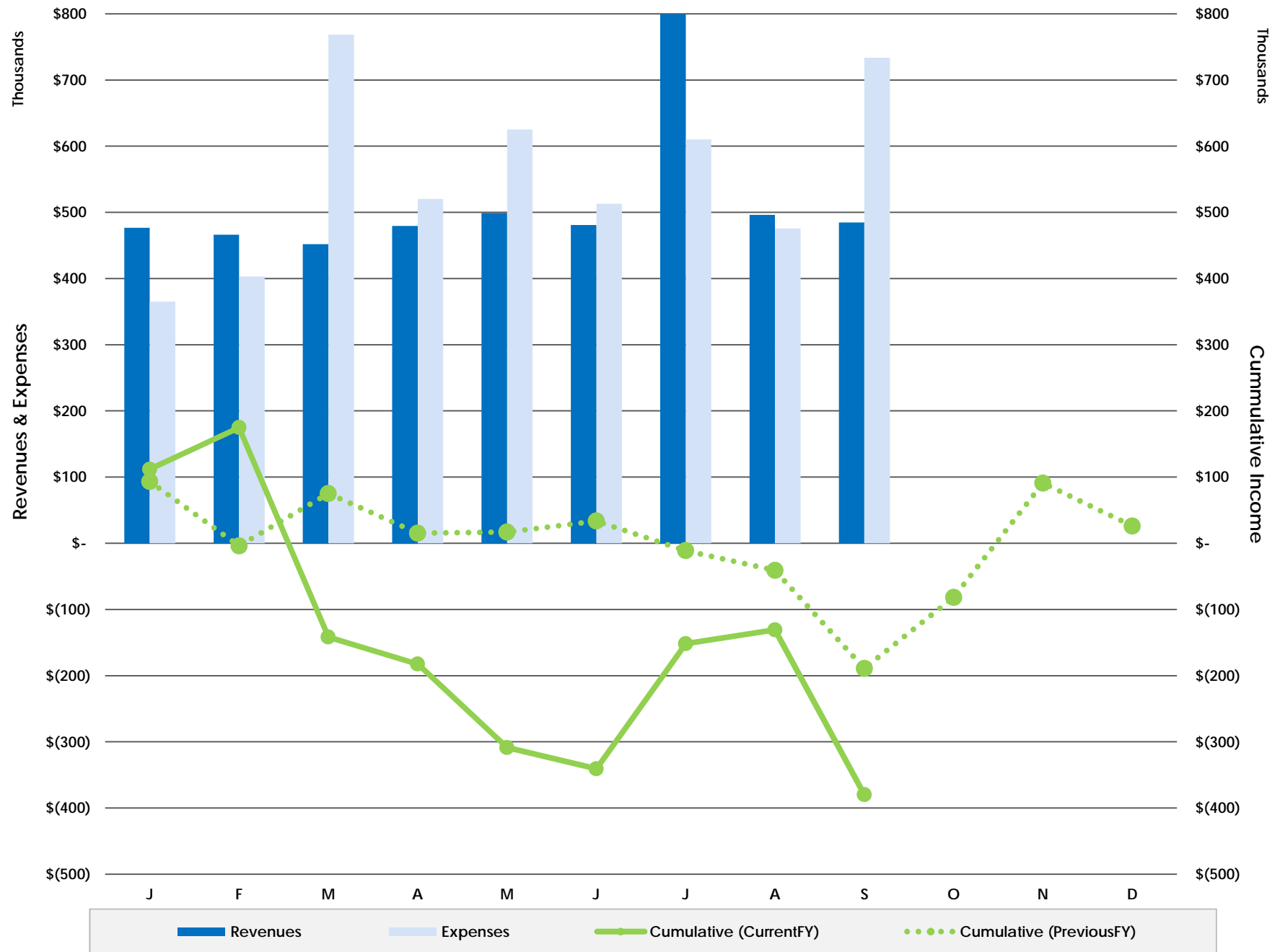
Income

Before Transfer	\$	(223,384)	\$	(127,028)	\$	(143,348)	\$	(20,844)	\$	135,363
After Transfer	\$	(248,843)	\$	(148,230)	\$	(370,897)	\$	(188,943)	\$	(155,718)

Margin

Before Transfer	-46.07%	-27.52%	-3.09%	-0.51%	2.25%
After Transfer	-51.32%	-32.12%	-8.00%	-4.63%	-2.58%

CHART 1
MONTHLY DIRECTOR'S REPORT
REVENUE, EXPENSE & INCOME SUMMARY
FISCAL YEAR 2018



MOST RECENT
12-MONTH

Sep 2018

Sep 2017

FY2018 YTD

FY2017 YTD

RETAIL SALES

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

CABLE TELEVISION	\$	196,210	\$	201,234	\$	1,784,341	\$	1,832,473	\$	2,381,133
DVR SERVICE		16,451		15,111		144,233		132,910		191,125
FIBER OPTICS		47,402		39,984		418,896		359,827		539,073
INTERNET		159,700		143,271		1,394,121		1,236,493		1,825,141
TELEPHONE		18,305		18,806		168,955		173,075		225,384
SET TOP BOX		3,720		3,220		30,040		27,491		39,325
Total RETAIL SALES (ACTUAL)	\$	441,788	\$	421,626	\$	3,940,586	\$	3,762,269	\$	5,201,181

OTHER REVENUES

CATV INSTALL/UPGRADE	\$	2,250	\$	3,031	\$	18,733	\$	25,367	\$	27,182
MARKETPLACE ADS		-		-		25		160		35
PHONE FEES		10,214		10,535		94,200		95,647		125,104
EQUIPMENT SALES		3,400		1,150		18,510		10,355		21,710
MODEM RENTAL		7,196		6,626		62,754		58,831		82,574
VIDEO PRODUCTION REVENUE		-		-		-		-		-
MISCELLANEOUS		-		-		-		20,661		-
ADMIN ALLOCATION		-		9,720		68,831		100,984		102,722
CONTRIBUTED CAPITAL		-		-		-		-		-
Transfer from CIP		32,907		-		343,637		-		343,637
Total OTHER REVENUES ACTUAL	\$	55,967	\$	31,061	\$	606,690	\$	312,005	\$	702,964

Adjustment	\$	(12,912)	\$	8,836	\$	87,740	\$	5,735	\$	122,646
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Note: Adjustment added to match Financials

TOTAL REVENUES (ACTUAL)	\$	484,842	\$	461,524	\$	4,635,015	\$	4,080,009	\$	6,026,791
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MOST RECENT
12-MONTH

Sep 2018

Sep 2017

FY2018 YTD

FY2017 YTD

SUMMARY

Personnel	\$	40,282	\$	50,837	\$	448,740	\$	403,490	\$	616,600
Purchased & Contracted Svc		7,534		2,579		44,646		19,849		52,706
Purchased Property Services		16,097		46,887		73,078		221,711		138,682
Supplies		29,740		23,129		230,484		96,988		256,107
Cost of Goods Sold		513,213		332,898		2,902,494		2,695,357		3,546,808
Depr, Debt Svc & Other Costs		101,360		132,221		1,078,921		663,459		1,280,523
Fund Transfers		25,459		21,203		227,549		168,099		291,081
TOTAL SUMMARY (ACTUAL)	\$	733,685	\$	609,754	\$	5,005,912	\$	4,268,952	\$	6,182,508

TELECOM

Personnel

Salaries	\$	33,009	\$	35,777	\$	347,284	\$	291,940	\$	465,723
Benefits		7,273		15,060		101,456		111,549		150,877
Total Personnel (ACTUAL)	\$	40,282	\$	50,837	\$	448,740	\$	403,490	\$	616,600

Purchased & Contracted Svc

Attorney Fees	-	-	-	-	-
Audit Services	-	-	-	-	-
Professional Fees	-	-	1,000	-	1,000
Web Design	-	-	177	-	177
Consulting - Technical	2,250	2,285	19,615	15,785	26,400
Utility Protection Ctr (DIG)	-	-	-	-	-
Custodial Service	-	49	-	49	148
Lawn Care & Maintenance	-	-	-	-	-
Holiday Events	-	-	-	-	394
Security Systems	-	-	459	-	459
Equipment Rep & Maint	1,395	-	2,402	-	2,402
Vehicle Rep & Maint Outside	-	-	287	-	287
R&M System - Outside	3,289	-	13,014	-	13,014
R&M Buildings - Outside	-	-	35	-	35
Maintenance Contracts	581	-	4,497	-	4,497
Equipment Rents/Leases	-	244	2,724	4,014	3,457
Pole Equip. Rents/Leases	-	-	-	-	-
Equipment Rental	20	-	438	-	438
Total Purchased & Contracted Svc (ACTUAL)	\$ 7,534	\$ 2,579	\$ 44,646	\$ 19,849	\$ 52,706

	Sep 2018	Sep 2017	FY2018 YTD	FY2017 YTD	MOST RECENT 12-MONTH
Purchased Property Services					
Equipment Rep & Maint -Outside	-	386	-	2,191	3,374
Equipment Rental	-	173	-	173	68
Repair & Maintenance (Outside)	-	16,018	36	56,893	8,397
Repair & Maintenance (Inside)	-	27,080	-	131,262	44,157
Landfill Fees	-	-	-	-	-
Maintenance Contracts	-	272	-	3,485	1,436
Other Contractual Services	-	450	-	450	-
Communication Services	2,656	2,135	21,878	15,154	29,684
Postage	-	-	51	-	51
Public Relations	-	-	32	-	32
Marketing Expense	-	-	480	200	480
Utility Bill Printing Services	-	-	-	-	-
Dues & Subscriptions	-	-	-	7,411	-
Fees	100	-	3,694	-	3,846
FCC Fees	9,285	-	9,285	-	9,285
Training & Education	536	375	3,741	4,492	3,741
General Liability Insurance	-	-	-	-	-
Vehicle Tag & Title Fee	-	-	24	-	24
GA Dept Revenue Fee	-	-	250	-	500
Uniform Rental	-	-	-	-	-
Contract Labor	3,520	-	33,530	-	33,530
Shipping/Freight	-	-	77	-	77
Total Purchased Property Services (ACTUAL)	\$ 16,097	\$ 46,887	\$ 73,078	\$ 221,711	\$ 138,682

MOST RECENT
12-MONTH

Sep 2018

Sep 2017

FY2018 YTD

FY2017 YTD

TELECOM (Continued)

Supplies

Chemicals & Pesticides	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies & Expense	1,133	1,051	3,755	4,652	3,876
Postage	-	-	-	325	-
Auto Parts	1,855	-	9,733	-	9,733
Damage Claims	-	-	1,016	-	1,016
Tires	-	-	2,763	-	2,763
Uniform Expense	-	-	1,833	-	1,833
Janitorial Supplies	162	-	1,429	-	1,820
Computer Equipment	-	-	45	-	45
Equipment Parts	661	-	11,899	-	11,899
R&M Building - Inside	-	-	17	-	17
Equipment R&M - Inside	-	-	-	-	-
System R&M - Inside	11,425	-	58,602	-	58,602
Sys R&M - Inside/Shipping	40	-	40	-	40
Utility Costs	3,587	4,496	39,572	37,476	50,635
Mileage Reimbursement	-	-	-	-	-
Auto & Truck Fuel	2,667	2,166	16,956	13,647	23,287
Food	78	-	686	-	835
Small Tools & Minor Equipment	5,332	2,064	48,641	9,060	54,551
Small Operating Supplies	2,800	3,373	33,495	12,568	33,718
Construction Material	-	-	-	-	1,197
Uniform Expense	-	774	-	5,612	-
AMR Project Exp.	-	-	-	1,449	-
Equipment Pur (Less than \$5M)	-	9,206	-	12,200	238
Total Supplies (ACTUAL)	\$ 29,740	\$ 23,129	\$ 230,484	\$ 96,988	\$ 256,107

Cost of Goods Sold

Internet Costs	-	(9,754)	237	44,798	2,237
Cost of Sales Telephone	-	35,923	-	339,927	39,912
Cost of Sales Fiber	-	6,055	-	57,659	30,550
Cost of Sales Electricity	-	-	(4,604)	-	(4,604)
Cost of Sales Telephone	38,150	33,872	308,296	128,208	368,221
Cost of Sales CATV	434,915	-	2,300,413	-	2,570,604
Cost of Sales Internet	26,798	-	198,999	-	233,006
Cost of Sales Fiber	13,351	-	99,153	-	124,222
Cost of Programming CATV	-	266,802	-	2,124,765	182,660
CATV Video Production	-	-	-	-	-
Total Cost of Goods Sold (ACTUAL)	\$ 513,213	\$ 332,898	\$ 2,902,494	\$ 2,695,357	\$ 3,546,808

MOST RECENT
12-MONTH

	Sep 2018	Sep 2017	FY2018 YTD	FY2017 YTD	
Depr, Debt Svc & Other Costs					
Damage Claims	\$ -	\$ -	\$ -	\$ 7,312	\$ -
Miscellaneous	-	-	-	600	(452)
Utility Cashiers (Over)/Short	-	-	-	-	-
Utility Internal Admin Allocate	-	-	-	-	-
Depreciation Expense	15,103	15,103	135,924	135,924	181,232
Amortization Exp	-	-	-	-	-
Admin. Allocation - Adm Exp	53,350	46,241	608,204	346,191	739,680
Utility Bad Debt Expense	-	-	-	-	-
Revenue Bond Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Interest Expenses (Bond)	-	-	-	-	-
Construction in Progress	32,907	70,877	298,008	173,432	323,279
Capital Exp - Equipment	-	-	36,784	-	36,784
Total Depr, Debt Svc & Other Costs (ACTUAL)	\$ 101,360	\$ 132,221	\$ 1,078,921	\$ 663,459	\$ 1,280,523

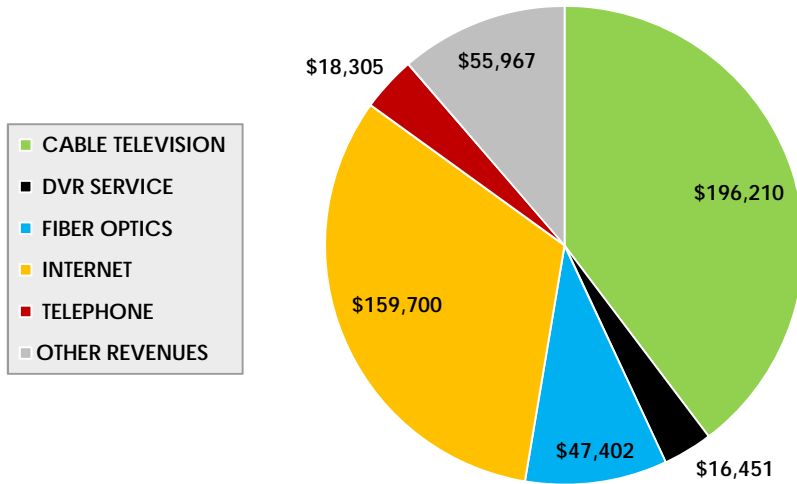
Fund Transfers

Transfer 5% to General Fund	25,459	21,203	227,549	168,099	291,081
Total Fund Transfers (ACTUAL)	\$ 25,459	\$ 21,203	\$ 227,549	\$ 168,099	\$ 291,081

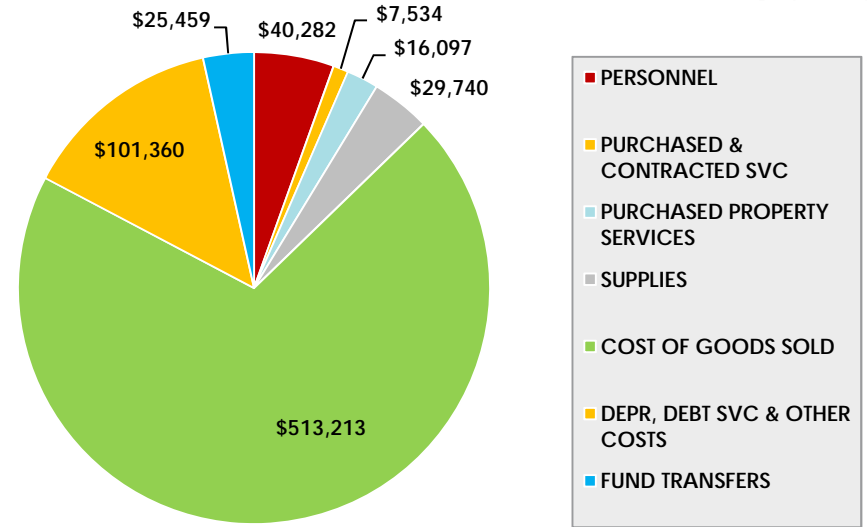
TOTAL TELECOM EXPENSES (ACTUAL)	\$ 733,685	\$ 609,754	\$ 5,005,912	\$ 4,268,952	\$ 6,182,508
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CHART 5
MONTHLY DIRECTOR'S REPORT
REVENUES & EXPENSES

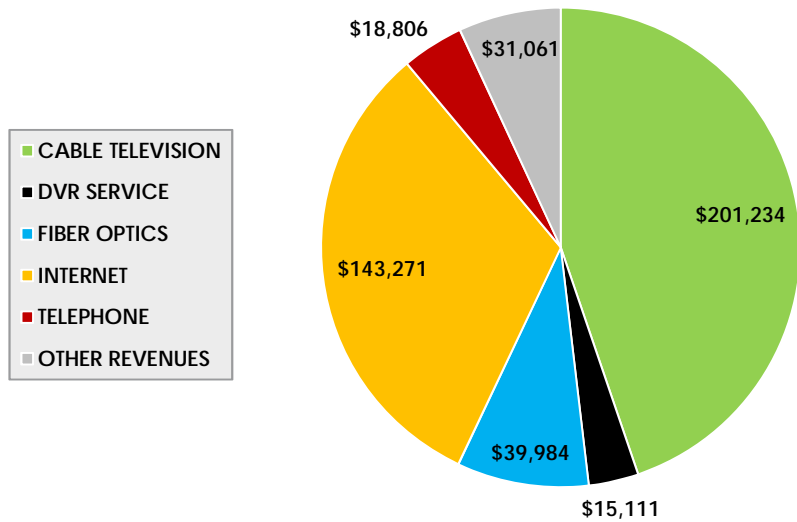
REVENUES [Sep 2018]



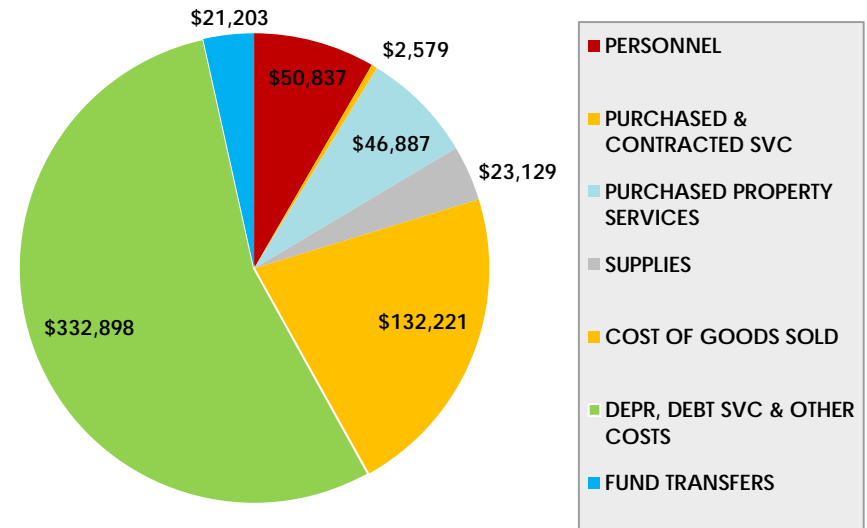
EXPENSES [Sep 2018]



REVENUES [Sep 2017]



EXPENSES [Sep 2017]



MOST RECENT
12-MONTH

Sep 2018

Sep 2017

FY2018 YTD

FY2017 YTD

BASIC & EXPANDED BASIC

Number of Bills	3,376	3,469	30,793	31,618	41,086
Revenue (\$)	\$ 190,032	\$ 194,886	\$ 1,728,032	\$ 1,772,554	\$ 2,305,528
Revenue Per Bill (\$)	\$ 56	\$ 56	\$ 56	\$ 56	\$ 56

MINI BASIC

Number of Bills	180	181	1,635	1,724	2,189
Revenue (\$)	\$ 3,254	\$ 3,309	\$ 29,722	\$ 31,412	\$ 39,832
Revenue Per Bill (\$)	\$ 18	\$ 18	\$ 18	\$ 18	\$ 18

BOSTWICK

Number of Bills	17	19	160	180	219
Revenue (\$)	\$ 959	\$ 1,072	\$ 8,996	\$ 10,129	\$ 12,323
Revenue Per Bill (\$)	\$ 56	\$ 56	\$ 56	\$ 56	\$ 56

BULK CATV/MOTEL

Number of Bills	4	4	36	36	48
Revenue (\$)	\$ 990	\$ 990	\$ 8,910	\$ 8,910	\$ 11,880
Revenue Per Bill (\$)	\$ 248	\$ 248	\$ 248	\$ 248	\$ 248

SHOWTIME

Number of Bills	7	6	71	55	93
Revenue (\$)	\$ 103	\$ 88	\$ 1,042	\$ 806	\$ 1,364
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15

SHOW/HBO

Number of Bills	6	6	59	67	79
Revenue (\$)	\$ 75	\$ 75	\$ 740	\$ 832	\$ 990
Revenue Per Bill (\$)	\$ 13	\$ 13	\$ 13	\$ 12	\$ 13

BULK SHOWTIME/MOTEL

Number of Bills	-	-	-	-	-
Revenue (\$)	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue Per Bill (\$)	\$ -	\$ -	\$ -	\$ -	\$ -

CINEMAX

Number of Bills	2	3	31	48	43
Revenue (\$)	\$ 29	\$ 44	\$ 454	\$ 691	\$ 630
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 15	\$ 14	\$ 15

MOST RECENT
12-MONTH

Sep 2018

Sep 2017

FY2018 YTD

FY2017 YTD

MAX/HBO

Number of Bills	26	28	240	273	324
Revenue (\$)	\$ 381	\$ 410	\$ 3,474	\$ 3,942	\$ 4,660
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 14	\$ 14	\$ 14

HBO

Number of Bills	-	-	-	-	-
Revenue (\$)	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue Per Bill (\$)	\$ -	\$ -	\$ -	\$ -	\$ -

MAX/HBO

Number of Bills	4	4	36	48	49
Revenue (\$)	\$ 50	\$ 50	\$ 452	\$ 585	\$ 602
Revenue Per Bill (\$)	\$ 13	\$ 13	\$ 13	\$ 12	\$ 12

PLAYBOY

Number of Bills	-	2	-	15	2
Revenue (\$)	\$ -	\$ 31	\$ -	\$ 223	\$ 31
Revenue Per Bill (\$)	\$ -	\$ 16	\$ -	\$ 15	\$ 16

STARZ

Number of Bills	23	19	176	163	236
Revenue (\$)	\$ 337	\$ 278	\$ 2,520	\$ 2,388	\$ 3,291
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 14	\$ 15	\$ 14

DVR

Number of Bills	148	129	1,285	1,127	1,692
Revenue (\$)	\$ 11,411	\$ 9,946	\$ 98,886	\$ 86,786	\$ 130,209
Revenue Per Bill (\$)	\$ 77	\$ 77	\$ 77	\$ 77	\$ 77

NON DVR

Number of Bills	56	60	508	540	683
Revenue (\$)	\$ 3,992	\$ 4,326	\$ 36,106	\$ 38,881	\$ 48,723
Revenue Per Bill (\$)	\$ 71	\$ 72	\$ 71	\$ 72	\$ 71

SET TOP BOX

Number of Bills	386	321	3,091	2,700	4,068
Revenue (\$)	\$ 3,720	\$ 3,220	\$ 30,040	\$ 27,491	\$ 39,325
Revenue Per Bill (\$)	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10

MOST RECENT
12-MONTH

Sep 2018

Sep 2017

FY2018 YTD

FY2017 YTD

ADD'L DVR BOX

Number of Bills	83	62	728	533	954
Revenue (\$)	\$ 826	\$ 617	\$ 7,206	\$ 5,290	\$ 9,454
Revenue Per Bill (\$)	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10

ADD'L NON DVR BOX

Number of Bills	32	32	296	281	397
Revenue (\$)	\$ 222	\$ 222	\$ 2,036	\$ 1,953	\$ 2,738
Revenue Per Bill (\$)	\$ 7	\$ 7	\$ 7	\$ 7	\$ 7

FIBER

Number of Bills	62	39	554	457	672
Revenue (\$)	\$ 47,402	\$ 39,984	\$ 418,896	\$ 359,827	\$ 539,073
Revenue Per Bill (\$)	\$ 765	\$ 1,025	\$ 756	\$ 787	\$ 802

INTERNET

Number of Bills	3,546	3,312	31,287	29,082	41,232
Revenue (\$)	\$ 156,626	\$ 139,964	\$ 1,365,068	\$ 1,210,020	\$ 1,787,245
Revenue Per Bill (\$)	\$ 44	\$ 42	\$ 44	\$ 42	\$ 43

WIRELESS INTERNET

Number of Bills	50	54	467	463	617
Revenue (\$)	\$ 3,074	\$ 3,307	\$ 29,053	\$ 26,474	\$ 37,895
Revenue Per Bill (\$)	\$ 61	\$ 61	\$ 62	\$ 57	\$ 61

RESIDENTIAL PHONE

Number of Bills	887	905	8,032	8,261	10,704
Revenue (\$)	\$ 3,030	\$ 3,274	\$ 27,908	\$ 29,136	\$ 37,543
Revenue Per Bill (\$)	\$ 3	\$ 4	\$ 3	\$ 4	\$ 4

COMMERCIAL PHONE

Number of Bills	435	440	3,991	4,131	5,310
Revenue (\$)	\$ 15,275	\$ 15,532	\$ 141,047	\$ 143,939	\$ 187,841
Revenue Per Bill (\$)	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35

TOTAL REVENUES	\$ 441,788	\$ 421,626	\$ 3,940,586	\$ 3,762,269	\$ 5,201,181
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CHART 7
REVENUES FROM SALES BY CLASS
CURRENT VS. PREVIOUS FISCAL YEAR

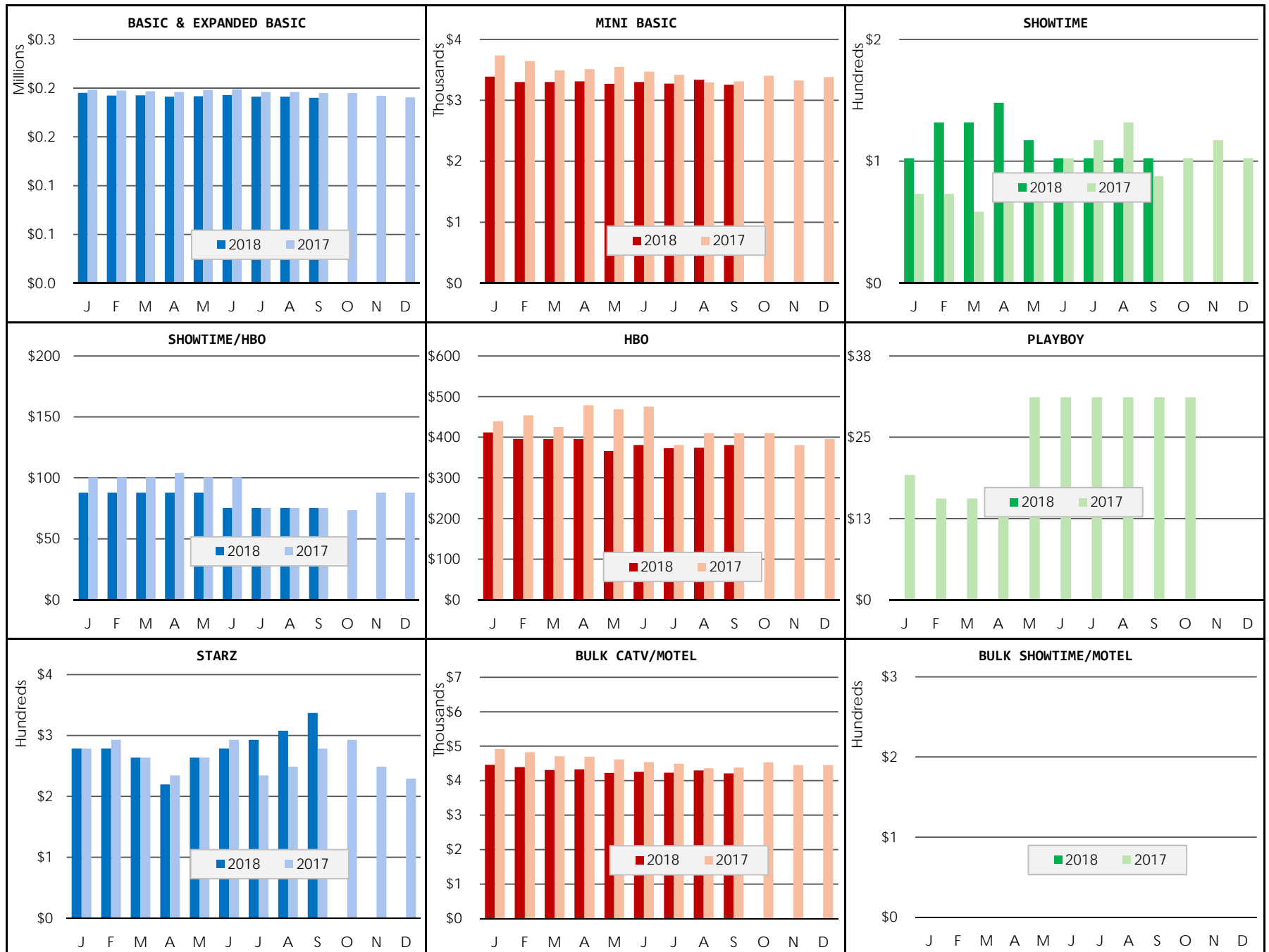


CHART 7
REVENUES FROM SALES BY CLASS
CURRENT VS. PREVIOUS FISCAL YEAR

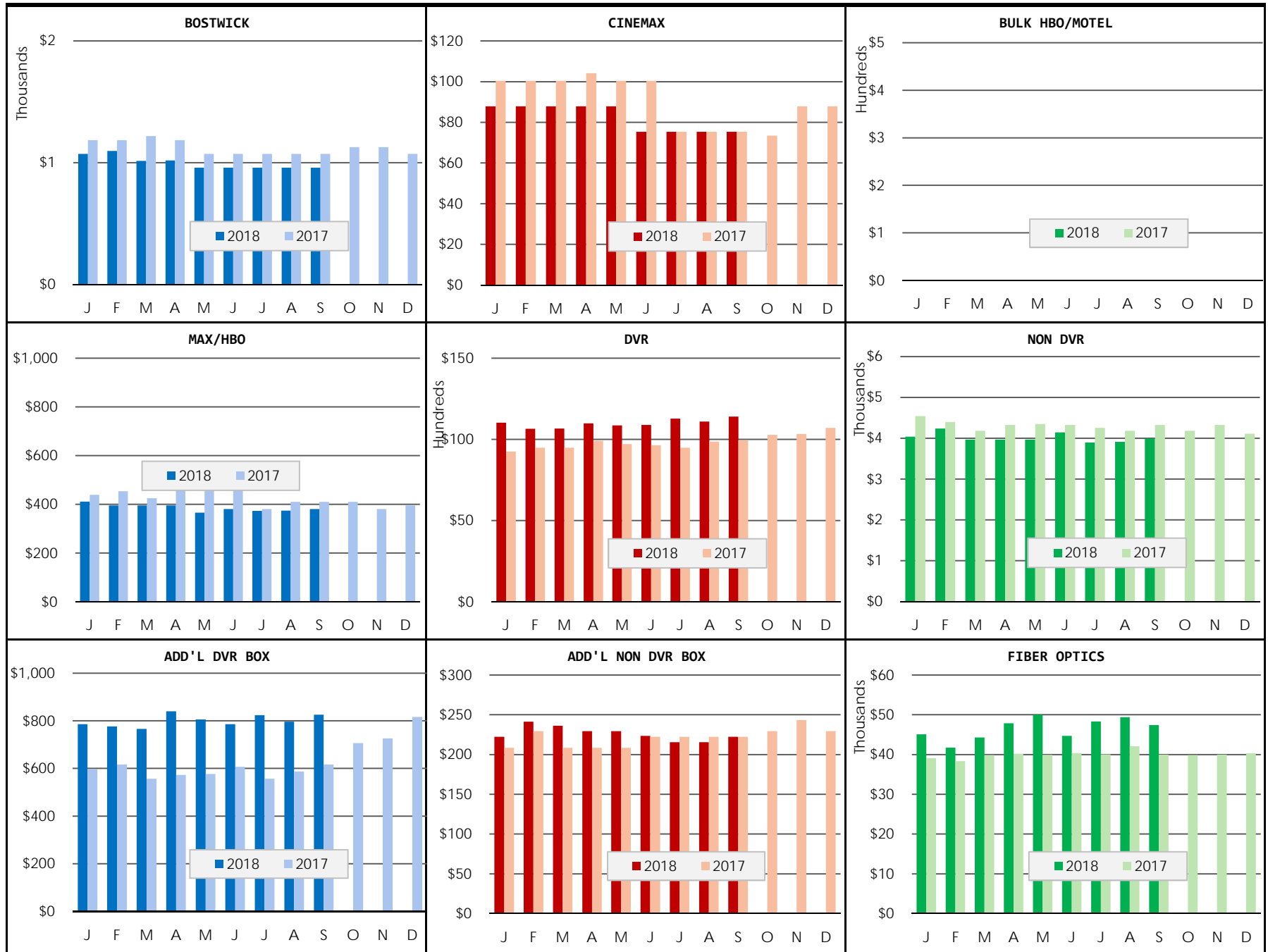
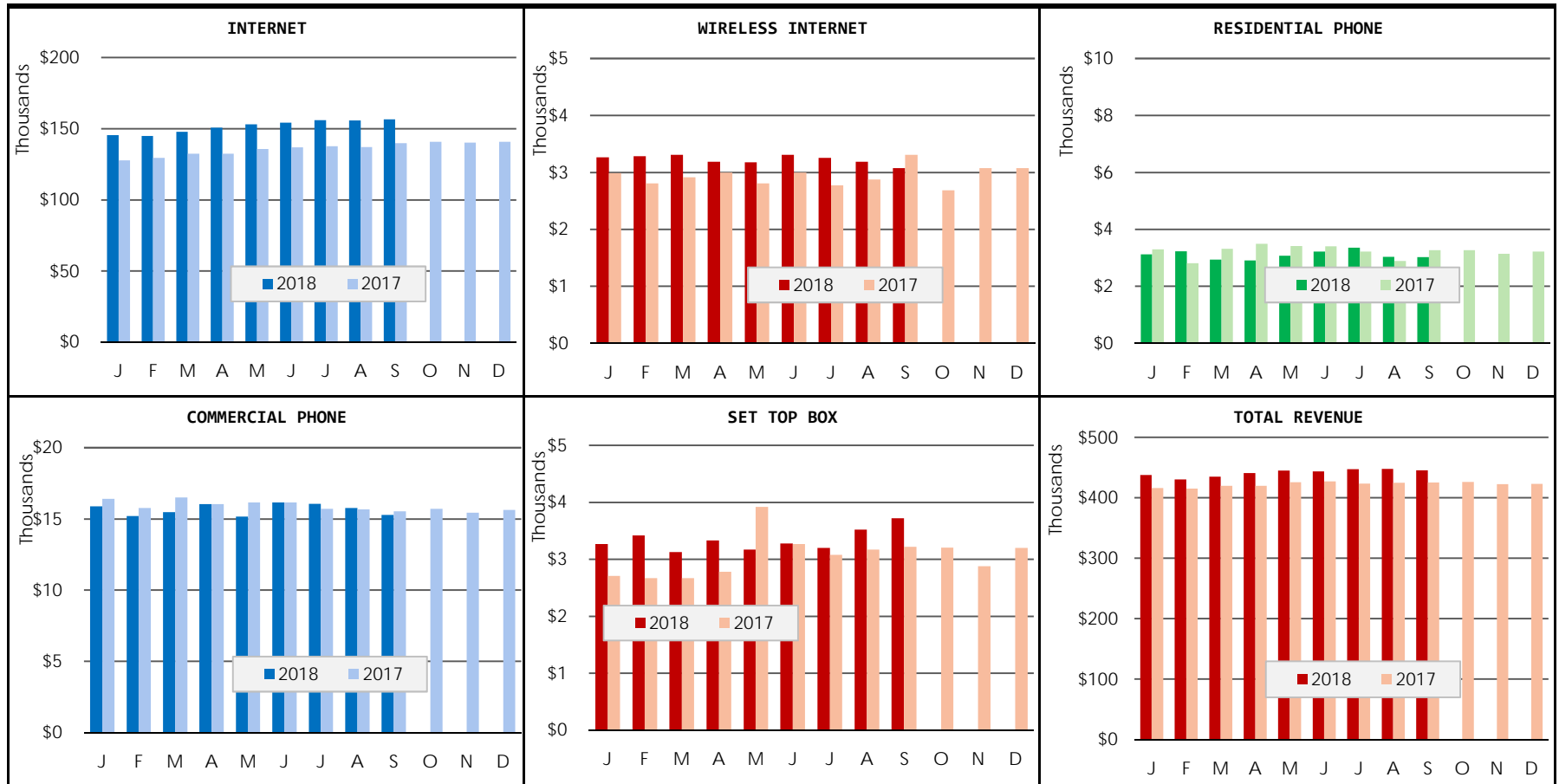


CHART 7
REVENUES FROM SALES BY CLASS
CURRENT VS. PREVIOUS FISCAL YEAR





**WATER, SEWER, GAS,
& STORMWATER
MONTHLY REPORT
NOVEMBER
2018**

2018 Project List

	Estimated Start Date	Estimated Completion Date	Notes	Completed
Natural Gas				
Gas main replacement Roosevelt, Marable St area	Dec-18	Feb-18	Steel gas main replacement	Completed
Dean Hill Road	Nov-17	Mar-18	4" plastic main along Dean Hill Rd	Completed
Alcovy Mountain Subdivison	Apr-18		1.6 miles of 2" plastic gas main / material paid for by residents	Completed
Hwy 11/78 relocation	May-18	Sep-18	GMC/Lance Souther - main installed / currently installing new station	Completed
				Approved
Lacy, Davis, Harris & Ash Streets	Jul-18	Aug-18	Replaced with Bryant Rd and Church Street due to extent of corrosion	6/5/18
Mt. Vernon Rd Chicken house expansion	Jun-18	Aug-18	1 mile of 4" plastic main installed / currently building meter set	Completed
Alcovy Street Rehab	Oct-17	Apr-18	Completed/landscaping left to do once weather clears	Completed
Install gas lanterns (city wide)	Mar-18		Will install as the material is delivered	Ongoing
Retreat @ Mill Creek (middle street)	Feb-18	Feb-18	1500' 2" plastic gas main installed	Completed
Sewer Collection				
TV, Surveys for 2018 CDBG	Jan-18	Feb-18	2/15/2018 deadline for surveys/records	Completed
Rehab of main along N. Midland/Hwy 78 ramp	Sep-18	Oct-18	Material on hand / start once Olympian Way is completed	
Alcovy River sewer / Pump station	Jan-18	Jan-18	Carl currently surveying / design	Ongoing
2018 CDBG	Sep-18	Jul-20	Awarded \$750,000 CDBG grant	Ongoing
Rehab of main along Olympian Way	Jun-18	Aug-18	Rehab of 1000' of 6" terra-cotta sewer main	Completed
Sewer Plant				
Design/Review for plant rehab	Feb-18	Aug-18	Working with Carl equipment / Process	Ongoing
Rehab of Primaries 1 & 2	Feb-18	Mar-18	Material on hand/will begin once repair made on 3 & 4	Started
Install new digester pumps	Feb-18	Feb-18	Pumps delivered and installed	Completed
Water Distribution				
Install meters/meter boxes CDBG2016	Feb-18	Mar-18	Install 69 new water meters w/ erts & new meter boxes	Completed
Highland Ave./Wayne Street water main	Nov-18	Jan-18	Replace 2" water main with 6" main	Ongoing
Loganville Water Extension			Design phase	Ongoing
Water Treatment Plant				
Plant roof	Dec-18	Mar-18	Completed	Completed
Plant rehab (water,sewer,gas department offices)	Apr-18	Dec-18	Walls framed awaiting approval for HVAC, Electrical, and floor coverings	Ongoing
Stormwater				
Meadow Walk Subdivision Ponds 1 & 2	Aug-18	Oct-18	Contractor has completed both ponds along with needed repairs	Completed
Alley @ Livery Stable (concrete pads/pea gravel)	Mar-18	Mar-18	Install concrete drive with flower beds	Completed
Alley @Livery Stable out to Spring Street	Aug-18	Sep-18	Utility replacements finished - concrete work to start next week	Started
Court Street Alley	Oct-18	Nov-18	Design process	

MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 09/2018 | FY 2018



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CITY OF MONROE: WATER & SEWER FUND OVERVIEW

	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018	Jul 2018	Aug 2018	Sep 2018	Oct 2018	Nov 2018	Dec 2018	FY 2018	AS BUDGET	FY 2017
REVENUES	\$ 0.720M	\$ 0.896M	\$ 0.748M	\$ 0.906M	\$ 0.924M	\$ 0.891M	\$ 2.502M	\$ 1.061M	\$ 1.199M				\$ 9.847M	\$ 8.989M	\$ 6.534M
PERSONNEL COSTS	\$ 0.159M	\$ 0.192M	\$ 0.160M	\$ 0.146M	\$ 0.144M	\$ 0.192M	\$ 0.147M	\$ 0.141M	\$ 0.134M				\$ 1.417M	\$ 1.901M	\$ 1.225M
CONTRACTED SVC	\$ 0.039M	\$ 0.034M	\$ 0.063M	\$ 0.029M	\$ 0.069M	\$ 0.049M	\$ 0.104M	\$ 0.040M	\$ 0.052M				\$ 0.478M	\$ 0.776M	\$ 0.502M
SUPPLIES	\$ 0.082M	\$ 0.136M	\$ 0.194M	\$ 0.132M	\$ 0.139M	\$ 0.099M	\$ 0.103M	\$ 0.180M	\$ 0.154M				\$ 1.219M	\$ 1.532M	\$ 1.161M
CAPITAL OUTLAY	\$ 0.255M	\$ 0.502M	\$ 0.518M	\$ 0.640M	\$ 0.412M	\$ 0.451M	\$ 0.519M	\$ 0.758M	\$ 0.616M				\$ 4.671M	\$ 1.344M	\$ 2.698M
FUND TRANSFERS	\$ 0.033M	\$ 0.040M	\$ 0.041M	\$ 0.041M	\$ 0.041M	\$ 0.042M	\$ 0.045M	\$ 0.045M	\$ 0.043M				\$ 0.370M	\$ 0.630M	\$ 0.275M
EXPENSES	\$ 0.568M	\$ 0.904M	\$ 0.976M	\$ 0.988M	\$ 0.804M	\$ 0.833M	\$ 0.917M	\$ 1.164M	\$ 1.000M				\$ 8.154M	\$ 6.183M	\$ 5.862M
MARGIN	\$ 0.152M	\$ (0.008M)	\$ (0.228M)	\$ (0.081M)	\$ 0.120M	\$ 0.058M	\$ 1.585M	\$ (0.102M)	\$ 0.199M				\$ 1.693M	\$ 2.806M	\$ 0.673M

12-MO
PROCESSED
KGAL



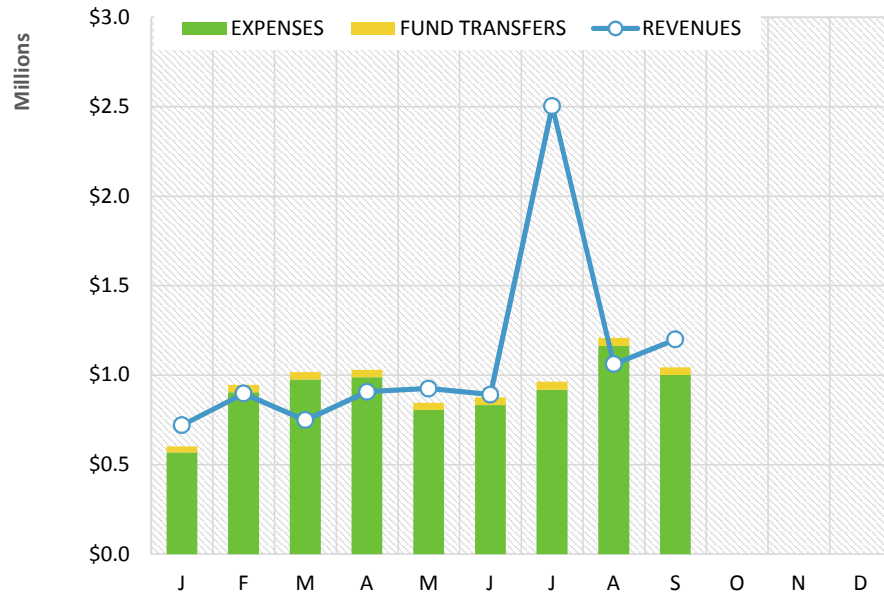
12-MO
RETAIL
KGAL



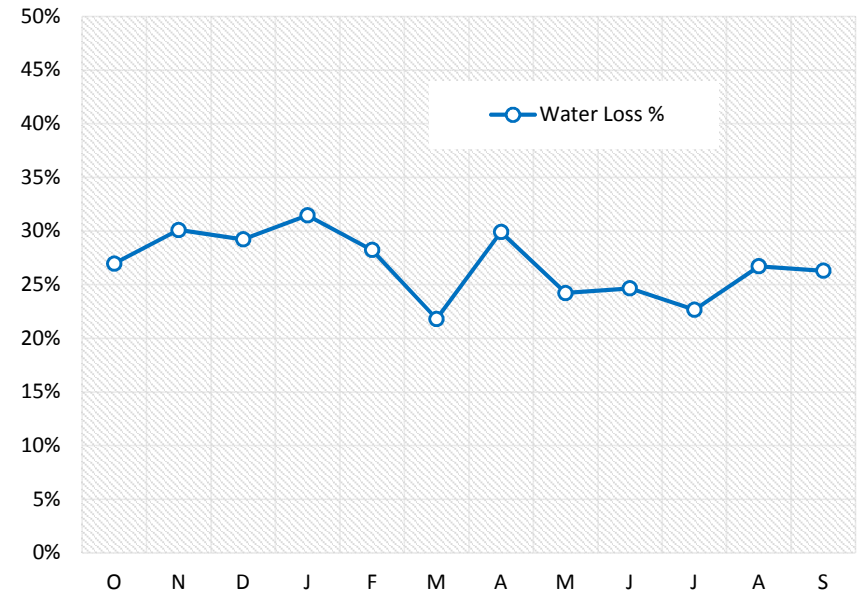
ROLLING
12-MO LINE
LOSS

26.91%

REVENUES vs. EXPENSES



MONTHLY WATER PROCESSED VS SOLD



RETAIL SALES REPORT

Jan 2018 Feb 2018 Mar 2018 Apr 2018 May 2018 Jun 2018 Jul 2018 Aug 2018 Sep 2018 Oct 2018 Nov 2018 Dec 2018

CUSTOMER COUNT - WATER

Residential	8,035	7,955	7,985	7,995	7,993	8,059	8,005	8,023	7,983
Commercial	899	901	891	896	894	897	888	900	912
Industrial	1	1	1	1	1	1	1	1	1
Water Authority	1	1	1	1	1	1	1	1	1
Residential Sprinkler	223	222	224	223	234	241	239	235	240
Commercial Sprinkler	77	77	77	77	77	77	77	79	83
Total	9,236	9,157	9,179	9,193	9,200	9,276	9,211	9,239	9,220

YOY Δ 1.95% 0.80% 0.93% 0.91% -1.32% 1.23% 0.85% 0.86% 1.37%

KGALLONS - WATER

Residential	33,268	33,961	32,761	32,032	33,907	35,410	36,031	36,270	37,502
Commercial	9,691	10,150	9,795	10,659	11,437	14,315	13,856	13,774	14,348
Industrial	2,203	2,175	2,004	1,422	1,744	1,264	1,864	1,249	1,699
Water Authority	3,413	5,519	4,125	4,061	4,283	4,835	4,810	4,536	4,543
Total	48,574	51,805	48,685	48,174	51,371	55,824	56,561	55,829	58,092

YOY Δ -7.91% 3.81% -2.36% -0.84% 6.50% -4.51% 2.69% -5.68% -3.71%

REVENUE - WATER

Residential	\$ 0.278M	\$ 0.287M	\$ 0.276M	\$ 0.270M	\$ 0.285M	\$ 0.295M	\$ 0.299M	\$ 0.302M	\$ 0.311M
Commercial	\$ 0.075M	\$ 0.078M	\$ 0.077M	\$ 0.081M	\$ 0.085M	\$ 0.101M	\$ 0.099M	\$ 0.099M	\$ 0.103M
Industrial	\$ 0.009M	\$ 0.009M	\$ 0.008M	\$ 0.006M	\$ 0.007M	\$ 0.005M	\$ 0.008M	\$ 0.005M	\$ 0.007M
Water Authority	\$ 0.006M	\$ 0.009M	\$ 0.017M	\$ 0.017M	\$ 0.017M	\$ 0.020M	\$ 0.020M	\$ 0.018M	\$ 0.019M
Total	\$ 0.369M	\$ 0.383M	\$ 0.378M	\$ 0.373M	\$ 0.395M	\$ 0.421M	\$ 0.425M	\$ 0.425M	\$ 0.439M

YOY Δ -4.41% 1.48% 3.72% 4.08% 10.96% -0.41% 4.53% -1.22% -0.18%

RETAIL SALES REPORT

[Jan 2018](#)
[Feb 2018](#)
[Mar 2018](#)
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CUSTOMER COUNT - SEWER

Residential	6,155	6,098	6,115	6,110	6,120	6,164	6,127	6,153	6,112
Commercial	818	801	795	802	801	798	793	803	810
Water Authority	1	1	1	1	1	1	1	1	1
Total	6,974	6,900	6,911	6,913	6,922	6,963	6,921	6,957	6,923

YOY Δ 2.05% 0.79% 0.70% 0.64% -2.47% 0.88% 0.44% 0.61% 0.86%

KGALLONS - SEWER

Residential	33,268	33,961	32,761	32,032	33,907	35,410	36,031	36,270	37,502
Commercial	9,691	10,150	9,795	10,659	11,437	14,315	13,856	13,774	14,348
Water Authority	3,413	5,519	4,125	4,061	4,283	4,835	4,810	4,536	4,543
Total	46,371	49,630	46,681	46,752	49,627	54,560	54,697	54,580	56,393

YOY Δ -6.90% 6.64% 0.85% 2.93% 9.93% -1.33% 4.41% -3.23% -2.97%

REVENUE - SEWER

Residential	\$ 0.196M	\$ 0.197M	\$ 0.194M	\$ 0.192M	\$ 0.195M	\$ 0.198M	\$ 0.200M	\$ 0.203M	\$ 0.203M
Commercial	\$ 0.116M	\$ 0.116M	\$ 0.120M	\$ 0.124M	\$ 0.129M	\$ 0.149M	\$ 0.137M	\$ 0.127M	\$ 0.138M
Water Authority	\$ 0.001M	\$ 0.001M	\$ 0.001M	\$ 0.001M	\$ 0.001M	\$ 0.001M	\$ 0.001M	\$ 0.001M	\$ 0.001M
Total	\$ 0.313M	\$ 0.314M	\$ 0.315M	\$ 0.317M	\$ 0.326M	\$ 0.348M	\$ 0.339M	\$ 0.331M	\$ 0.342M

YOY Δ -1.35% 2.06% 1.97% -0.05% 6.88% 2.37% 2.85% -1.63% 1.56%

SALES STATISTICS

[Jan 2018](#)
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[Dec 2018](#)

[YTD](#)

AVERAGE KGALLONS/CUSTOMER (WATER)

Residential	4	4	4	4	4	4	5	5	5	4
Commercial	11	11	11	12	13	16	16	15	16	13
Industrial	2,203	2,175	2,004	1,422	1,744	1,264	1,864	1,249	1,699	1,736
Water Authority	3,413	5,519	4,125	4,061	4,283	4,835	4,810	4,536	4,543	4,458

AVERAGE \$/CUSTOMER (WATER)

Residential	\$35	\$36	\$35	\$34	\$36	\$37	\$37	\$38	\$39	\$36
Commercial	\$84	\$86	\$86	\$90	\$95	\$113	\$111	\$110	\$113	\$99
Industrial	\$9,069	\$8,956	\$8,265	\$5,914	\$7,215	\$5,275	\$7,699	\$5,215	\$7,033	\$7,182
Water Authority	\$6,375	\$9,382	\$16,834	\$16,575	\$17,472	\$19,702	\$19,601	\$18,494	\$18,522	\$15,884

AVERAGE \$/KGALLON (WATER)

Residential	\$8.3658	\$8.4529	\$8.4155	\$8.4228	\$8.4193	\$8.3215	\$8.3035	\$8.3298	\$8.2956	\$8.3696
Commercial	\$7.7515	\$7.6652	\$7.8498	\$7.5709	\$7.4275	\$7.0800	\$7.1450	\$7.2139	\$7.1640	\$7.4298
Industrial	\$4.1166	\$4.1176	\$4.1242	\$4.1587	\$4.1368	\$4.1735	\$4.1305	\$4.1751	\$4.1393	\$4.1414
Water Authority	\$1.8679	\$1.7000	\$4.0809	\$4.0816	\$4.0794	\$4.0749	\$4.0751	\$4.0772	\$4.0771	\$3.5682
Average	\$5.5255	\$5.4839	\$6.1176	\$6.0585	\$6.0157	\$5.9125	\$5.9135	\$5.9490	\$5.9190	\$5.8772

AVERAGE KGALLONS/CUSTOMER (SEWER)

Residential	5	6	5	5	6	6	6	6	6	6
Commercial	12	13	12	13	14	18	17	17	18	15
Water Authority	3,413	5,519	4,125	4,061	4,283	4,835	4,810	4,536	4,543	4,458

AVERAGE \$/CUSTOMER (SEWER)

Residential	\$32	\$32	\$32	\$31	\$32	\$32	\$33	\$33	\$33	\$32
Commercial	\$142	\$145	\$151	\$154	\$161	\$186	\$173	\$158	\$171	\$160
Water Authority	\$1,279	\$1,119	\$1,173	\$1,013	\$1,199	\$1,359	\$1,279	\$1,226	\$1,412	\$1,229

AVERAGE \$/KGALLON (SEWER)

Residential	\$5.8970	\$5.7957	\$5.9190	\$6.0043	\$5.7632	\$5.6020	\$5.5513	\$5.6060	\$5.4042	\$5.7270
Commercial	\$11.9720	\$11.4736	\$12.2366	\$11.6118	\$11.3104	\$10.3909	\$9.9143	\$9.2107	\$9.6321	\$10.8614
Water Authority	\$0.3748	\$0.2028	\$0.2843	\$0.2494	\$0.2800	\$0.2811	\$0.2659	\$0.2703	\$0.3109	\$0.2799
Average	\$6.0813	\$5.8240	\$6.1466	\$5.9552	\$5.7846	\$5.4247	\$5.2439	\$5.0290	\$5.1157	\$5.6228

Sep 2018

Sep 2017

FY2018 YTD

FY2017 YTD

12-MONTH

SALES REVENUES

WATER SALES	\$	437,620	\$	440,912	\$	3,589,226	\$	3,530,023	\$	4,780,127
SEWER SALES	\$	340,024	\$	336,364	\$	2,926,831	\$	2,548,151	\$	3,894,313
SALES REVENUES (ACTUAL)	\$	777,645	\$	777,276	\$	6,516,057	\$	6,078,175	\$	8,674,439
AS BUDGET	\$	705,083	\$	692,478	\$	6,345,750	\$	6,232,305	Not Applicable	
% ACTUAL TO BUDGET		110.29%		112.25%		102.68%		97.53%	Not Applicable	

Note on Water & Sewer Sales: Detail break-down for individual rate class is shown in WATER & SEWER: RETAIL SALES section.

OTHER REVENUES

WATER

OP REVENUE	\$	1,603	\$	959	\$	13,677	\$	12,403	\$	1,023
MISC REVENUE	\$	7,653	\$	5,290	\$	94,478	\$	48,160	\$	5,290
SALE OF FIXED ASSETS	\$	-	\$	-	\$	-	\$	-	\$	-
REIMB DAMAGE PROP	\$	-	\$	-	\$	-	\$	-	\$	-
TAP FEES	\$	7,000	\$	2,625	\$	168,175	\$	90,725	\$	22,125
CUST ACCT FEES	\$	-	\$	-	\$	-	\$	-	\$	-
OTHER REV	\$	-	\$	-	\$	-	\$	-	\$	-
ADMIN ALLOC	\$	11,722	\$	12,423	\$	130,987	\$	129,075	\$	15,775
INT/INVEST INCOME	\$	-	\$	-	\$	-	\$	-	\$	-
STATE GRANTS	\$	-	\$	-	\$	-	\$	-	\$	-
FEDERAL GRANT	\$	20,914	\$	-	\$	80,908	\$	-	\$	-
TRANSFER FROM CIP_WATER	\$	114,684	\$	-	\$	1,329,117	\$	-	\$	-
OTHER REVENUES (WATER)	\$	163,577	\$	21,297	\$	1,817,342	\$	280,363	\$	44,213

SEWER

OP REVENUE	\$	5,700	\$	-	\$	40,990	\$	18,670	\$	5,190
FEDERAL GRANT	\$	-	\$	-	\$	419,092	\$	-	\$	-
MISC REVENUE	\$	-	\$	-	\$	4,000	\$	-	\$	-
TAP FEES	\$	5,000	\$	4,000	\$	104,000	\$	73,500	\$	14,000
CUST ACCT FEES	\$	-	\$	-	\$	-	\$	-	\$	-
OTHER REV	\$	-	\$	-	\$	921	\$	-	\$	-
ADMIN ALLOC	\$	9,377	\$	9,544	\$	104,779	\$	83,325	\$	12,119
INT/INVEST INCOME	\$	-	\$	-	\$	-	\$	-	\$	-
STATE GRANTS	\$	-	\$	-	\$	-	\$	-	\$	-
TRANSFER FROM CIP_SEWER	\$	237,394	\$	-	\$	840,317	\$	-	\$	-
OTHER REVENUES (SEWER)	\$	257,471	\$	13,544	\$	1,514,099	\$	175,495	\$	31,309

OTHER REVENUES (TOTAL)	\$	421,048	\$	34,841	\$	3,331,441	\$	455,858	\$	75,521
AS BUDGET	\$	43,989	\$	46,009	\$	395,900	\$	414,077	Not Applicable	
% ACTUAL TO BUDGET		957.17%		75.73%		841.49%		110.09%	Not Applicable	

TOTAL REVENUES (ACTUAL)	\$	1,198,693	\$	812,117	\$	9,847,498	\$	6,534,032	\$	8,749,961
AS BUDGET	\$	749,072	\$	738,487	\$	6,741,650	\$	6,646,382	Not Applicable	
% ACTUAL TO BUDGET		160.02%		109.97%		146.07%		98.31%	Not Applicable	

Sep 2018

Sep 2017

FY2018 YTD

FY2017 YTD

12-MO

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PERSONNEL	\$	134,287	\$	158,748	\$	1,416,605	\$	1,224,659	\$	1,965,450
CONTRACTED SERVICES	\$	52,225	\$	93,745	\$	477,998	\$	502,053	\$	602,544
SUPPLIES	\$	154,268	\$	234,940	\$	1,218,767	\$	1,161,437	\$	1,539,711
CAPITAL OUTLAY	\$	616,214	\$	351,287	\$	4,670,696	\$	2,698,056	\$	5,749,321
FUND TRANSFERS	\$	42,960	\$	37,377	\$	370,208	\$	275,325	\$	480,413
TOTAL	\$	999,954	\$	876,097	\$	8,154,274	\$	5,861,531	\$	10,337,440

WATER**PERSONNEL**

Compensation	\$	51,509	\$	42,029	\$	472,785	\$	319,816	\$	604,212
Benefits	\$	12,872	\$	25,756	\$	165,324	\$	192,241	\$	251,123
PERSONNEL (ACTUAL)	\$	64,382	\$	67,785	\$	638,108	\$	512,057	\$	855,336
AS BUDGET	\$	80,502	\$	80,569	\$	724,519	\$	725,119	Not Applicable	
% ACTUAL TO BUDGET		79.97%		84.13%		88.07%		70.62%	Not Applicable	

CONTRACTED SERVICES

Professional Fee	\$	-	\$	-	\$	1,000	\$	-	\$	13,480
Web Design	\$	-	\$	-	\$	376	\$	-	\$	376
Consulting	\$	-	\$	-	\$	12,826	\$	1,250	\$	25,306
Custodial Service	\$	-	\$	214	\$	-	\$	214	\$	642
Lawn & Maint	\$	303	\$	180	\$	1,634	\$	180	\$	2,264
Holiday Event	\$	-	\$	-	\$	-	\$	-	\$	394
Equipment Rep & Maint	\$	4,976	\$	-	\$	60,067	\$	-	\$	60,067
Vehicle Rep & Maint Outside	\$	-	\$	-	\$	3,578	\$	-	\$	3,578
R&M System - Outside	\$	12,960	\$	-	\$	49,150	\$	-	\$	49,150
R&M Buildings - Outside	\$	-	\$	-	\$	1,991	\$	-	\$	1,991
R&M Water Tanks - Outside	\$	-	\$	-	\$	38,438	\$	-	\$	38,438
R&M Reservoir - Outside	\$	-	\$	-	\$	1,900	\$	-	\$	1,900
Maintenance Contracts	\$	848	\$	-	\$	9,739	\$	-	\$	9,739
Sidewalk R&M	\$	-	\$	-	\$	-	\$	-	\$	6,800
Sidewalk R&M - Outside	\$	-	\$	-	\$	1,250	\$	-	\$	1,250
Security Sys	\$	-	\$	-	\$	-	\$	-	\$	-
Rents/Leases	\$	2,370	\$	2,994	\$	22,999	\$	24,050	\$	31,146
Repair & Maintenance (Outside)	\$	-	\$	29,651	\$	-	\$	116,259	\$	39,292
Landfill Fees	\$	-	\$	-	\$	-	\$	-	\$	-
Contracted Services	\$	-	\$	474	\$	-	\$	18,153	\$	1,543
Comm Svcs	\$	1,079	\$	652	\$	9,522	\$	4,106	\$	11,084
Postage	\$	1,159	\$	-	\$	2,697	\$	-	\$	3,090
Public Relations	\$	-	\$	-	\$	81	\$	-	\$	97
Mkt Expense	\$	-	\$	-	\$	801	\$	60	\$	801
Util Bill Print Svcs	\$	-	\$	-	\$	-	\$	-	\$	-
Dues & Sub	\$	-	\$	90	\$	-	\$	1,859	\$	-
Travel	\$	-	\$	-	\$	335	\$	-	\$	587
Fees	\$	-	\$	-	\$	2,109	\$	-	\$	2,351
Vehicle Tag & Title Fee	\$	-	\$	-	\$	21	\$	-	\$	21
Training & Ed	\$	735	\$	675	\$	6,659	\$	6,601	\$	7,873
Gen Liab Ins	\$	-	\$	-	\$	-	\$	2,181	\$	-
Uniform Rent	\$	-	\$	859	\$	-	\$	3,794	\$	-
Contract Labor	\$	-	\$	-	\$	409	\$	-	\$	409
Shipping/Freight	\$	-	\$	-	\$	318	\$	-	\$	318
CONTRACTED SERVICES (ACTUAL)	\$	24,428	\$	35,789	\$	226,524	\$	178,707	\$	300,131
AS BUDGET	\$	32,204	\$	30,017	\$	289,838	\$	270,150	Not Applicable	
% ACTUAL TO BUDGET		75.85%		119.23%		78.16%		66.15%	Not Applicable	

SUPPLIES

Chem & Pest	\$	-	\$	15,689	\$	-	\$	99,521	\$	46,692
Office Supplies	\$	238	\$	524	\$	6,221	\$	23,511	\$	8,168
Auto Parts	\$	1,096	\$	-	\$	7,174	\$	-	\$	7,174
Chemicals & Pesticides	\$	21,439	\$	-	\$	129,011	\$	-	\$	129,011
Damage Claims	\$	1,568	\$	-	\$	2,393	\$	-	\$	2,393
Janitorial	\$	1,144	\$	-	\$	10,034	\$	-	\$	12,531
Equipment Parts	\$	8,958	\$	-	\$	43,478	\$	-	\$	43,478
R&M Building - Inside	\$	504	\$	-	\$	2,020	\$	-	\$	2,020
Equipment R&M - Inside	\$	-	\$	-	\$	(5,638)	\$	-	\$	(5,638)
System R&M Inside	\$	8,135	\$	-	\$	143,962	\$	-	\$	143,962
Reservoir R&M - Inside	\$	-	\$	-	\$	1,679	\$	-	\$	1,679

	Sep 2018	Sep 2017	FY2018 YTD	FY2017 YTD	12-Mo
Sidewalk R & M	\$ -	\$ -	\$ 530	\$ -	\$ -
Expendable Fluids	\$ -	\$ -	\$ 756	\$ -	\$ 756
Postage	\$ -	\$ 283	\$ -	\$ 2,295	\$ 219
Tires	\$ -	\$ -	\$ 655	\$ -	\$ 655
Uniform Expense	\$ 426	\$ -	\$ 3,630	\$ -	\$ 3,630
Computer Equipment	\$ -	\$ -	\$ 95	\$ -	\$ 95
Utility Costs	\$ 29,065	\$ 33,814	\$ 241,133	\$ 233,898	\$ 299,397
Fuel & Mileage	\$ 2,002	\$ 1,249	\$ 11,666	\$ 7,810	\$ 15,336
Food	\$ 231	\$ -	\$ 983	\$ -	\$ 1,151
Books & Periodicals	\$ -	\$ -	\$ -	\$ -	\$ 120
Sm Tool & Min Equip	\$ 6,778	\$ 3,013	\$ 18,440	\$ 7,029	\$ 29,591
Lab Supplies	\$ 2,500	\$ 5,567	\$ 15,490	\$ 21,097	\$ 20,391
Training Material	\$ -	\$ -	\$ 9,591	\$ -	\$ 9,591
Sm Oper Supplies	\$ 4,538	\$ 2,714	\$ 14,744	\$ 33,215	\$ 11,432
Uniform Rental	\$ 574	\$ -	\$ 3,246	\$ -	\$ 4,185
Construction Material	\$ -	\$ -	\$ -	\$ -	\$ 1,197
Uniform Exp	\$ -	\$ 159	\$ -	\$ 3,108	\$ 265
Repairs & Maintenance (Inside)	\$ -	\$ 31,278	\$ -	\$ 123,176	\$ 45,116
Meters	\$ -	\$ 56,247	\$ -	\$ 56,247	\$ -
Equip Pur (<\$5M)	\$ -	\$ -	\$ -	\$ 3,295	\$ -
Dam Claims	\$ -	\$ -	\$ -	\$ -	\$ 1,438
Lab Equip	\$ -	\$ -	\$ -	\$ -	\$ -
Misc	\$ -	\$ 536	\$ -	\$ 3,570	\$ (302)
Amr Proj Exp	\$ -	\$ -	\$ -	\$ -	\$ -
SUPPLIES (ACTUAL)	\$ 89,197	\$ 151,075	\$ 661,290	\$ 617,775	\$ 836,263
AS BUDGET	\$ 66,591	\$ 61,058	\$ 599,318	\$ 549,525	Not Applicable
% ACTUAL TO BUDGET	133.95%	247.43%	110.34%	112.42%	Not Applicable

CAPITAL OUTLAY

Util Cash (Over)/Shrt	\$ -	\$ -	\$ -	\$ -	\$ -
Util Int Admin Alloc	\$ -	\$ -	\$ -	\$ -	\$ -
Depr Exp	\$ 82,992	\$ 82,992	\$ 746,930	\$ 746,930	\$ 995,906
Amortization	\$ -	\$ -	\$ 10,039	\$ -	\$ 10,039
Admin Alloc - Adm Exp	\$ 54,707	\$ 59,104	\$ 623,675	\$ 442,492	\$ 791,723
Util Bad Debt Exp	\$ -	\$ -	\$ -	\$ -	\$ -
Principal Payments	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Expense	\$ 11,529	\$ 13,049	\$ 107,429	\$ 118,864	\$ 145,785
Sites/Land	\$ -	\$ -	\$ -	\$ -	\$ -
Cip	\$ 114,684	\$ -	\$ 1,030,901	\$ 121,729	\$ 1,060,901
Capital Expenditures	\$ -	\$ 70,000	\$ 95,003	\$ 121,500	\$ 95,003
CAPITAL OUTLAY (ACTUAL)	\$ 263,913	\$ 225,146	\$ 2,613,976	\$ 1,551,514	\$ 3,099,357
AS BUDGET	\$ 56,015	\$ -	\$ 504,134	\$ -	Not Applicable
% ACTUAL TO BUDGET	471.15%	0.00%	518.51%	0.00%	Not Applicable

FUND TRANSFERS

FUND TRANSFERS (ACTUAL)	\$ 24,007	\$ 20,722	\$ 201,309	\$ 148,427	\$ 262,376
AS BUDGET	\$ -	\$ -	\$ -	\$ -	Not Applicable
% ACTUAL TO BUDGET	0.00%	0.00%	0.00%	0.00%	Not Applicable

TOTAL WATER EXPENSES (ACTUAL)	\$ 465,928	\$ 500,516	\$ 4,341,207	\$ 3,008,480	\$ 5,353,463
AS BUDGET	\$ 235,312	\$ 171,644	\$ 2,117,809	\$ 1,544,794	Not Applicable
% ACTUAL TO BUDGET	198.00%	291.60%	204.99%	194.75%	Not Applicable

Sep 2018

Sep 2017

FY2018 YTD

FY2017 YTD

12-MO

66

WASTEWATER

PERSONNEL

Compensation	\$	54,384	\$	58,769	\$	566,499	\$	474,782	\$	774,677
Benefits	\$	15,521	\$	32,194	\$	211,998	\$	237,820	\$	335,437
PERSONNEL (ACTUAL)	\$	69,905	\$	90,963	\$	778,497	\$	712,602	\$	1,110,114
AS BUDGET	\$	77,896	\$	82,948	\$	701,064	\$	746,535	Not	Applicable
% ACTUAL TO BUDGET		89.74%		109.66%		111.04%		95.45%	Not	Applicable

CONTRACTED SERVICES

Consulting	\$	-	\$	17,000	\$	28,700	\$	47,150	\$	28,700
Professional Fee	\$	-	\$	-	\$	1,000	\$	-	\$	1,000
Web Design	\$	-	\$	-	\$	420	\$	-	\$	420
Util Protect Ctr	\$	-	\$	-	\$	-	\$	-	\$	-
Landfill Fees	\$	1,455	\$	-	\$	59,844	\$	-	\$	59,844
Custodial Service	\$	-	\$	107	\$	-	\$	107	\$	321
Lawn & Maint	\$	1,294	\$	-	\$	5,449	\$	-	\$	6,239
Holiday Event	\$	-	\$	-	\$	-	\$	-	\$	394
Security Sys	\$	-	\$	-	\$	-	\$	-	\$	-
Equipment Repair & Maintenance	\$	8,294	\$	-	\$	29,619	\$	-	\$	29,619
Vehicle Rep & Maint Outside	\$	-	\$	-	\$	3,311	\$	-	\$	3,311
R&M System - Outside	\$	2,613	\$	-	\$	32,418	\$	-	\$	32,418
R&M Buildings - Outside	\$	-	\$	-	\$	5,280	\$	-	\$	5,280
Maintenance Contracts	\$	8,380	\$	-	\$	13,891	\$	-	\$	13,891
Rents/Leases	\$	4,623	\$	5,491	\$	53,048	\$	44,911	\$	68,662
Repairs & Maintenance (Outside)	\$	-	\$	17,846	\$	-	\$	144,804	\$	(6,044)
Landfill Fees	\$	-	\$	15,037	\$	-	\$	62,542	\$	31,463
Contracted Services	\$	-	\$	322	\$	-	\$	4,707	\$	1,839
Comm Svcs	\$	1,138	\$	812	\$	8,856	\$	4,762	\$	10,950
Public Relations	\$	-	\$	-	\$	121	\$	-	\$	753
Mkt Expense	\$	-	\$	-	\$	-	\$	-	\$	-
Util Bill Print Svcs	\$	-	\$	-	\$	-	\$	-	\$	-
Dues & Sub	\$	-	\$	-	\$	-	\$	1,073	\$	-
Mileage Reimbursement	\$	-	\$	-	\$	44	\$	-	\$	44
Travel	\$	-	\$	-	\$	1,164	\$	-	\$	1,164
Fees	\$	-	\$	-	\$	596	\$	-	\$	884
Vehicle Tag & Title Fee	\$	-	\$	-	\$	3	\$	-	\$	3
Ga Dept Rev Fee	\$	-	\$	-	\$	450	\$	-	\$	1,000
Training & Ed	\$	-	\$	778	\$	5,050	\$	5,369	\$	6,050
Gen Liab Ins	\$	-	\$	-	\$	-	\$	3,498	\$	-
Uniform Rent	\$	-	\$	563	\$	-	\$	4,424	\$	-
Contract Labor	\$	-	\$	-	\$	1,759	\$	-	\$	1,759
Fine/Late Fee	\$	-	\$	-	\$	-	\$	-	\$	2,000
Shipping/Freight	\$	-	\$	-	\$	451	\$	-	\$	451
CONTRACTED SERVICES (ACTUAL)	\$	27,797	\$	57,956	\$	251,474	\$	323,347	\$	302,413
AS BUDGET	\$	32,450	\$	33,529	\$	292,050	\$	301,763	Not	Applicable
% ACTUAL TO BUDGET		85.66%		172.85%		86.11%		107.15%	Not	Applicable

SUPPLIES

Chem & Pest	\$	-	\$	14,639	\$	-	\$	71,695	\$	34,402
Office Supplies	\$	212	\$	6	\$	4,410	\$	14,734	\$	5,117
Auto Parts	\$	1,299	\$	-	\$	12,747	\$	-	\$	12,747
Chemicals & Pesticides	\$	15,035	\$	-	\$	100,152	\$	-	\$	100,152
Expendable Fluids	\$	-	\$	-	\$	267	\$	-	\$	267
Tires	\$	538	\$	-	\$	4,277	\$	-	\$	4,277
Uniform Expense	\$	1,457	\$	-	\$	5,166	\$	-	\$	5,166
Janitorial	\$	422	\$	-	\$	4,685	\$	-	\$	6,192
Computer Equipment	\$	-	\$	-	\$	106	\$	-	\$	106
Postage	\$	-	\$	-	\$	-	\$	833	\$	-
Damage Claims	\$	-	\$	-	\$	10,289	\$	-	\$	10,289
Equipment Parts	\$	1,655	\$	-	\$	46,770	\$	-	\$	46,770
R&M Building - Inside	\$	444	\$	-	\$	4,864	\$	-	\$	4,864
Equipment R&M - Inside	\$	-	\$	-	\$	(0)	\$	-	\$	(0)
System R&M - Inside	\$	1,072	\$	-	\$	25,392	\$	-	\$	25,392
Utility Costs	\$	21,720	\$	25,746	\$	213,393	\$	244,183	\$	262,198
Transportation	\$	2,554	\$	2,634	\$	18,258	\$	16,535	\$	23,973
Food	\$	266	\$	-	\$	1,827	\$	-	\$	2,483
Books & Periodicals	\$	-	\$	-	\$	-	\$	-	\$	120
Sm Tool & Min Equip	\$	7,410	\$	4,923	\$	47,836	\$	26,676	\$	61,314
Lab Supplies	\$	1,664	\$	6,097	\$	17,503	\$	20,040	\$	21,212

	Sep 2018	Sep 2017	FY2018 YTD	FY2017 YTD	12-MO
Sm Oper Supplies	\$ 8,620	\$ 4,078	\$ 33,513	\$ 37,596	\$ 42,500
Uniform	\$ 704	\$ 125	\$ 6,020	\$ 2,841	\$ 9,001
Construction Material	\$ -	\$ -	\$ -	\$ -	\$ 1,197
Repairs & Maintenance (Inside)	\$ -	\$ 23,258	\$ -	\$ 96,953	\$ 22,442
Meters	\$ -	\$ -	\$ -	\$ -	\$ -
Equip Pur (<\$5M)	\$ -	\$ -	\$ -	\$ 3,905	\$ 179
Dam Claims	\$ -	\$ 332	\$ -	\$ (70)	\$ 1,480
Lab Equip	\$ -	\$ -	\$ -	\$ -	\$ -
Misc	\$ -	\$ 2,027	\$ -	\$ 7,742	\$ (852)
CONTRACTED SERVICES (ACTUAL)	\$ 65,071	\$ 83,866	\$ 557,477	\$ 543,662	\$ 703,449
AS BUDGET	\$ 66,591	\$ 61,058	\$ 599,318	\$ 549,525	Not Applicable
% ACTUAL TO BUDGET	97.72%	137.35%	93.02%	98.93%	Not Applicable

CAPITAL OUTLAY

Util Cash (Over)/Shrt	\$ -	\$ -	\$ -	\$ -	\$ -
Util Int Admin Alloc	\$ -	\$ -	\$ -	\$ -	\$ -
Depr Exp	\$ 60,202	\$ 60,202	\$ 541,816	\$ 541,816	\$ 722,422
Amortization	\$ -	\$ -	\$ 10,062	\$ -	\$ 10,062
Admin Alloc - Adm Exp	\$ 43,761	\$ 45,406	\$ 498,889	\$ 339,935	\$ 627,989
Util Bad Debt Exp	\$ -	\$ -	\$ -	\$ -	\$ -
Principal Payments	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Expense	\$ 10,944	\$ 12,423	\$ 102,035	\$ 113,096	\$ 138,532
Sites/Land	\$ -	\$ -	\$ -	\$ -	\$ -
Cip	\$ 227,749	\$ 8,111	\$ 784,936	\$ 97,024	\$ 1,031,977
Capital Expenditures	\$ 9,645	\$ -	\$ 118,982	\$ 54,671	\$ 118,982
CAPITAL OUTLAY (ACTUAL)	\$ 352,301	\$ 126,141	\$ 2,056,720	\$ 1,146,541	\$ 2,649,964
AS BUDGET	\$ 55,987	\$ -	\$ 503,885	\$ -	Not Applicable
% ACTUAL TO BUDGET	629.25%	0.00%	408.17%	0.00%	Not Applicable

FUND TRANSFERS

FUND TRANSFERS (ACTUAL)	\$ 18,953	\$ 16,655	\$ 168,899	\$ 126,898	\$ 218,037
AS BUDGET	\$ 52,467	\$ -	\$ 472,200	\$ -	Not Applicable
% ACTUAL TO BUDGET	36.12%	0.00%	35.77%	0.00%	Not Applicable
TOTAL EXPENSES (ACTUAL)	\$ 534,027	\$ 375,582	\$ 3,813,068	\$ 2,853,051	\$ 4,983,976
AS BUDGET	\$ 285,391	\$ 177,536	\$ 2,568,517	\$ 1,597,823	Not Applicable
% ACTUAL TO BUDGET	187.12%	211.55%	148.45%	178.56%	Not Applicable

MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 09/2018 | FY 2018



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CITY OF MONROE: NATURAL GAS FUND OVERVIEW

	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018	Jul 2018	Aug 2018	Sep 2018	Oct 2018	Nov 2018	Dec 2018	FY 2018	AS BUDGET	FY 2017
REVENUES	\$ 0.539M	\$ 0.741M	\$ 0.455M	\$ 0.469M	\$ 0.304M	\$ 0.188M	\$ 0.729M	\$ 0.159M	\$ 0.164M				\$ 3.748M	\$ 2.728M	\$ 2.594M
PERSONNEL COSTS	\$ 0.052M	\$ 0.039M	\$ 0.056M	\$ 0.131M	\$ 0.053M	\$ 0.064M	\$ 0.048M	\$ 0.049M	\$ 0.048M				\$ 0.539M	\$ 0.377M	\$ 0.360M
CONTRACTED SVC	\$ 0.007M	\$ 0.019M	\$ 0.010M	\$ 0.021M	\$ 0.020M	\$ 0.015M	\$ 0.004M	\$ 0.012M	\$ 0.013M				\$ 0.120M	\$ 0.165M	\$ 0.104M
SUPPLIES	\$ 0.230M	\$ 0.290M	\$ 0.175M	\$ 0.167M	\$ 0.118M	\$ 0.087M	\$ 0.072M	\$ 0.084M	\$ 0.089M				\$ 1.310M	\$ 1.245M	\$ 0.945M
CAPITAL OUTLAY	\$ -	\$ 0.088M	\$ 0.011M	\$ 0.005M	\$ 0.008M	\$ 0.016M	\$ 0.117M	\$ 0.329M	\$ 0.001M				\$ 0.574M	\$ -	\$ 0.060M
FUND TRANSFERS	\$ 0.042M	\$ 0.077M	\$ 0.094M	\$ 0.075M	\$ 0.068M	\$ 0.081M	\$ 0.066M	\$ 0.135M	\$ 0.056M				\$ 0.694M	\$ 0.626M	\$ 0.488M
EXPENSES	\$ 0.331M	\$ 0.512M	\$ 0.346M	\$ 0.398M	\$ 0.267M	\$ 0.262M	\$ 0.306M	\$ 0.608M	\$ 0.207M				\$ 3.237M	\$ 2.413M	\$ 1.956M
MARGIN	\$ 0.208M	\$ 0.229M	\$ 0.109M	\$ 0.071M	\$ 0.037M	\$ (0.074M)	\$ 0.423M	\$ (0.449M)	\$ (0.043M)				\$ 0.511M	\$ 0.315M	\$ 0.638M

12-MO
PURCHASED
CCF 's



12-MO
RETAIL
CCF 's



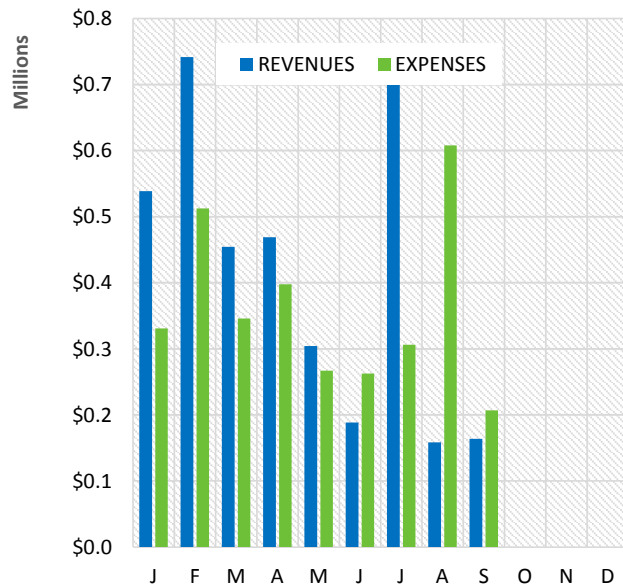
12-MO LINE
LOSS

2.23%

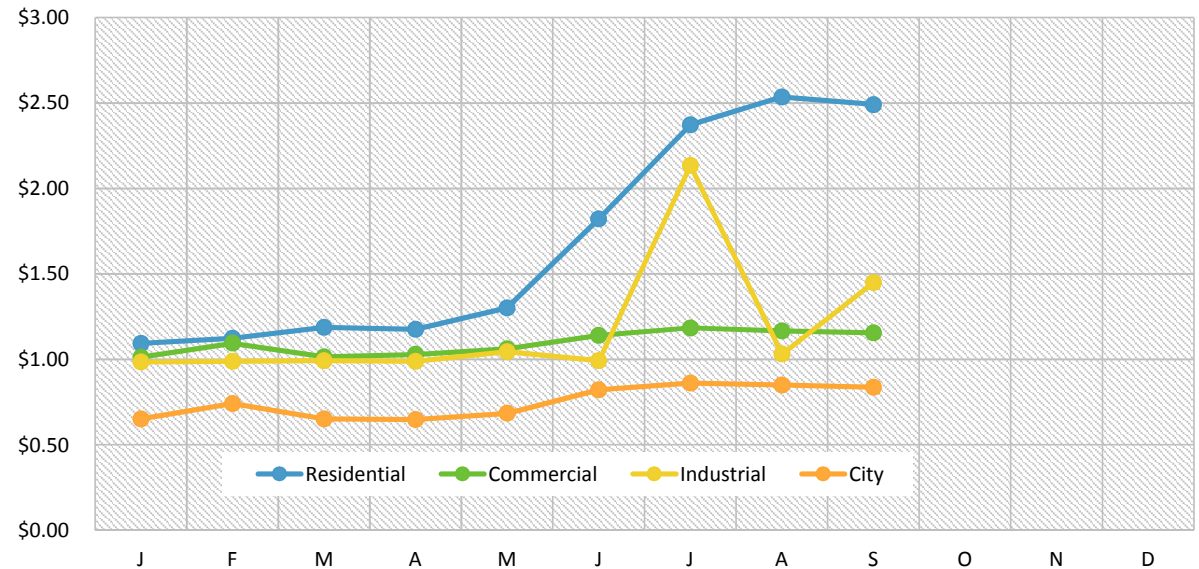
AVERAGE
COST PER
CCF

\$0.4687

REVENUES vs. EXPENSES



AVERAGE \$/CCF



RETAIL SALES REPORT

Jan 2018 Feb 2018 Mar 2018 Apr 2018 May 2018 Jun 2018 Jul 2018 Aug 2018 Sep 2018 Oct 2018 Nov 2018 Dec 2018

CUSTOMER COUNT

Residential	3,188	3,160	3,156	3,176	3,181	3,184	3,187	3,196	3,190
Commercial	559	557	554	560	556	555	552	548	557
Industrial	3	3	3	3	3	3	3	3	3
City	20	20	20	20	20	20	20	20	20
Total	3,772	3,742	3,736	3,762	3,763	3,765	3,765	3,770	3,773

Year-Over-Year Δ 1.15% 0.00% -0.24% -2.94% -0.74% 0.67% 0.99% 0.51% 0.35%

CCF

Residential	0.285M	0.348M	0.205M	0.163M	0.109M	0.044M	0.027M	0.024M	0.025M
Commercial	0.184M	0.278M	0.155M	0.137M	0.109M	0.065M	0.055M	0.055M	0.061M
Industrial	0.016M	0.008M	0.005M	0.007M	0.001M	0.005M	0.000M	0.001M	0.000M
City	0.011M	0.017M	0.009M	0.010M	0.007M	0.002M	0.002M	0.002M	0.002M
Total	0.508M	0.667M	0.408M	0.348M	0.252M	0.136M	0.100M	0.100M	0.108M

Year-Over-Year Δ 19.11% 68.96% 20.11% 19.85% 45.60% 0.66% -10.35% -2.89% 9.30%

REVENUE

Residential	\$ 0.312M	\$ 0.391M	\$ 0.243M	\$ 0.191M	\$ 0.142M	\$ 0.081M	\$ 0.064M	\$ 0.062M	\$ 0.062M
Commercial	\$ 0.186M	\$ 0.304M	\$ 0.157M	\$ 0.141M	\$ 0.116M	\$ 0.075M	\$ 0.066M	\$ 0.064M	\$ 0.070M
Industrial	\$ 0.016M	\$ 0.008M	\$ 0.005M	\$ 0.007M	\$ 0.001M	\$ 0.005M	\$ 0.000M	\$ 0.001M	\$ 0.000M
Other	\$ 0.011M	\$ 0.016M	\$ 0.028M	\$ 0.026M	\$ 0.023M	\$ 0.017M	\$ 0.014M	\$ 0.016M	\$ 0.017M
City	\$ 0.007M	\$ 0.012M	\$ 0.006M	\$ 0.007M	\$ 0.005M	\$ 0.002M	\$ 0.002M	\$ 0.002M	\$ 0.002M
Total	\$ 0.531M	\$ 0.731M	\$ 0.440M	\$ 0.372M	\$ 0.286M	\$ 0.179M	\$ 0.146M	\$ 0.144M	\$ 0.152M

Year-Over-Year Δ 10.58% 65.54% 21.42% 21.52% 34.35% 1.37% -4.88% 0.34% 7.76%

SALES STATISTICS

Jan 2018 Feb 2018 Mar 2018 Apr 2018 May 2018 Jun 2018 Jul 2018 Aug 2018 Sep 2018 Oct 2018 Nov 2018 Dec 2018 YTD

AVERAGE CCF/CUSTOMER

Residential	89	110	65	51	34	14	8	8	8	43
Commercial	329	500	280	245	196	118	100	100	110	220
Industrial	5,453	2,621	1,744	2,460	312	1,723	17	397	43	1,641
City	527	831	445	518	337	110	97	93	103	340

AVERAGE \$/CUSTOMER

Residential	\$98	\$124	\$77	\$60	\$45	\$25	\$20	\$19	\$20	\$54
Commercial	\$333	\$546	\$284	\$252	\$208	\$134	\$119	\$116	\$126	\$235
Industrial	\$5,364	\$2,589	\$1,729	\$2,431	\$326	\$1,708	\$37	\$409	\$62	\$1,628
City	\$344	\$616	\$289	\$335	\$231	\$90	\$83	\$79	\$86	\$239

AVERAGE \$/CCF

Residential	\$1.0925	\$1.1235	\$1.1867	\$1.1758	\$1.3001	\$1.8214	\$2.3723	\$2.5350	\$2.4908	\$1.6776
Commercial	\$1.0124	\$1.0940	\$1.0144	\$1.0285	\$1.0619	\$1.1408	\$1.1838	\$1.1663	\$1.1545	\$1.0952
Industrial	\$0.9837	\$0.9876	\$0.9915	\$0.9881	\$1.0441	\$0.9916	\$2.1338	\$1.0304	\$1.4488	\$1.1777
City	\$0.6520	\$0.7405	\$0.6506	\$0.6476	\$0.6839	\$0.8220	\$0.8612	\$0.8503	\$0.8363	\$0.7494
Average	\$0.9351	\$0.9864	\$0.9608	\$0.9600	\$1.0225	\$1.1940	\$1.6378	\$1.3955	\$1.4826	\$1.1750

	Sep 2018	Sep 2017	FY2018 YTD	FY2017 YTD	MOST RECENT 12-MONTH
Natural Gas Supply Cost					
Capacity Reservation Fees	\$ 31,539	\$ 31,584	\$ 372,727	\$ 373,248	\$ 493,964
Demand Storage/Peaking Services	\$ 1,580	\$ 1,580	\$ 13,964	\$ 13,967	\$ 18,602
Supply Charges	\$ 30,164	\$ 32,176	\$ 833,976	\$ 739,072	\$ 1,010,205
Gas Authority Supply Charges	\$ 1,159	\$ -	\$ 34,013	\$ -	\$ 34,013
Gas Authority Charges	\$ (368)	\$ (1,146)	\$ (55,487)	\$ (36,073)	\$ (64,188)
P.A.C.E	300	-	2,700	-	2,700
APGA Annual Dues	-	-	2,973	-	2,973
Other	691	2,568	18,221	25,142	27,655
TOTAL MGAG BILL	\$ 65,066	\$ 66,761	\$ 1,223,086	\$ 1,115,356	\$ 1,525,924

DELIVERED SUPPLY

Volume CCF	105,980	107,740	2,721,840	2,237,470	3,335,620
Volume Dth (MGAG)	103,630	104,740	2,658,270	2,173,620	3,255,830

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

UNIT COSTS					
\$/Dth	0.6279	0.6374	0.4601	0.5131	0.4687
\$/CCF	0.6139	0.6196	0.4494	0.4985	0.4575

MOST RECENT
12-MONTH

Sep 2018

Sep 2017

FY2018 YTD

FY2017 YTD

SALES REVENUES

NATURAL GAS SALES	\$	152,090	\$	141,116	\$	2,978,899	\$	2,417,045	\$	3,659,857
SALES REVENUES (ACTUAL)	\$	152,090	\$	141,116	\$	2,978,899	\$	2,417,045	\$	3,659,857
AS BUDGET	\$	286,932	\$	287,528	\$	2,582,386	\$	287,528	Not Applicable	
% ACTUAL TO BUDGET		53.01%		49.08%		115.35%		840.63%	Not Applicable	

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

OTHER REVENUES

OP REVENUE	-	-	-	-	-
MISC REVENUE	-	-	98	800	1,296
CONTRIBUTED CAPITAL	-	-	-	-	6,970
SALE FIXED ASSETS	-	-	-	-	-
TAP FEES	3,625	800	26,025	12,400	35,425
OTHER REV	-	-	-	-	-
ADMIN ALLOC	6,942	6,556	77,577	68,112	100,436
INT/INVEST INCOME	-	-	-	-	-
STATE GRANTS	-	-	-	-	-
MGAG REBATE	-	-	91,524	95,505	91,524
TRANSFER FROM CIP	1,440	-	573,927	-	573,927
OTHER REVENUES (ACTUAL)	\$ 12,007	\$ 7,356	\$ 769,151	\$ 176,817	\$ 809,577
AS BUDGET	\$ 16,169	\$ 18,063	\$ 145,522	\$ 162,568	Not Applicable
% ACTUAL TO BUDGET	74.26%	40.72%	528.55%	108.77%	Not Applicable

TOTAL REVENUES (ACTUAL)	\$	164,097	\$	148,471	\$	3,748,050	\$	2,593,863	\$	4,469,435
AS BUDGET	\$	303,101	\$	305,591	\$	2,727,908	\$	2,750,323	Not Applicable	
% ACTUAL TO BUDGET		54.14%		48.58%		137.40%		94.31%	Not Applicable	

	Sep 2018	Sep 2017	FY2018 YTD	FY2017 YTD	12-MONTH
PERSONNEL					
Compensation	\$ 37,494	\$ 28,024	\$ 335,214	\$ 200,383	\$ 436,047
Benefits	10,334	20,523	203,567	159,505	266,909
PERSONNEL (ACTUAL)	\$ 47,827	\$ 48,547	\$ 538,969	\$ 359,888	\$ 703,359
AS BUDGET	\$ 41,863	\$ 43,305	\$ 376,769	\$ 389,743	Not Applicable
% ACTUAL TO BUDGET	114.25%	112.11%	143.05%	92.34%	Not Applicable
CONTRACTED SERVICES					
Consulting	\$ 65	\$ (7,505)	\$ 16,243	\$ 8,695	\$ 17,288
Util Protect Ctr	-	-	-	-	-
Custodial Service	-	23	-	23	69
Lawn & Maint	-	-	-	-	-
Holiday Events	-	-	-	-	394
Security Sys	-	-	-	-	-
Equipment Rep & Maint	2,656	-	19,498	-	19,498
Vehicle Rep & Maint Outside	-	-	192	-	192
R&M System - Outside	4,550	-	14,393	-	14,393
Maintenance Contracts	518	-	4,675	-	4,675
Equip Rent/Lease	-	661	1,951	5,491	3,101
Pole Equip Rent/Lease	-	-	-	-	-
Equipment Rental	20	-	158	-	158
Repairs & Maintenance (Outside)	-	12,968	-	49,821	8,629
Landfill Fees	-	-	-	-	-
Maint Contracts	-	213	-	3,035	1,184
Other Contract Svcs	-	718	3,647	18,614	10,044
Comm Svcs	704	737	5,609	4,180	7,547
Public Relations	-	-	113	-	145
Mkt Expense	2,667	975	21,578	5,431	25,386
Printing	-	-	-	-	70
Util Bill Print Svcs	-	-	-	-	-
Dues & Sub	-	-	-	1,370	-
Travel	-	-	1,120	-	1,232
Fees	-	-	1,396	313	1,517
Ga Dept Rev Fee	-	-	50	-	100
Training & Ed	872	926	11,972	6,385	13,640
Gen Liab Ins	-	-	-	-	-
Uniform Rent	-	-	-	449	-
Contract Labor	680	-	17,524	-	17,524
Shipping/Freight	51	-	85	-	85
CONTRACTED SERVICES (ACTUAL)	\$ 12,782	\$ 9,717	\$ 120,204	\$ 103,807	\$ 146,872
AS BUDGET	\$ 18,323	\$ 15,973	\$ 164,906	\$ 143,756	Not Applicable
% ACTUAL TO BUDGET	69.76%	60.83%	72.89%	72.21%	Not Applicable

SUPPLIES

	Sep 2018	Sep 2017	FY2018 YTD	FY2017 YTD	12-MONTH
Gas Cost	64,075	65,897	1,199,192	882,790	1,495,026
Office Supplies	-	20	3,249	1,410	3,312
Postage	-	29	-	465	-
Auto Parts	128	-	1,413	-	1,413
Damage Claims	8,882	-	10,132	-	10,132
Tires	771	-	771	-	771
Uniform Expense	516	-	5,483	-	5,483
Janitorial	71	-	625	-	796
Computer Equipment	-	-	45	-	45
Equipment Parts	3,246	-	5,669	-	5,669
Repair & Maintenance	5,409	-	45,733	-	45,733
Util Costs - Util Fund	310	216	2,956	1,405	3,618
Util Cost - Other Fund	-	-	-	196	-
Mileage Reimb	-	-	-	834	-
Auto & Truck Fuel	1,236	1,114	11,754	8,255	15,208
Food	146	-	537	-	572
Sm Tool & Min Equip	2,015	1,199	13,331	2,773	18,930
Meters	-	-	929	-	929
Sm Oper Supplies	1,965	1,960	8,433	12,992	9,174
Construction Material	-	-	-	-	1,197
Tires	-	-	-	-	1,237
Uniform Exp	-	711	-	3,339	-
Repairs & Maintenance (Inside)	-	4,301	-	26,893	9,230
Equip Pur (<\$5M)	-	-	-	2,878	-
Dam Claims	-	-	-	-	202
Misc	-	-	-	451	(211)
SUPPLIES (ACTUAL)	\$ 88,771	\$ 75,445	\$ 1,310,252	\$ 944,681	\$ 1,628,466
AS BUDGET	\$ 138,375	\$ 11,046	\$ 1,245,375	\$ 99,413	Not Applicable
% ACTUAL TO BUDGET	64.15%	683.02%	105.21%	950.26%	Not Applicable

CAPITAL OUTLAY

Cip	\$ 1,440	\$ 50,250	\$ 573,927	\$ 59,856	\$ 726,983
Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Amortization Def Chg 2016 Bond	\$ -	\$ -	\$ 3,240	\$ -	\$ 3,240
Depr Exp	\$ 11,884	\$ 11,884	\$ 106,956	\$ 106,956	\$ 142,608
Int Exp 2016 Rev Bond	3,524	4,000	32,852	36,413	44,603
CAPITAL OUTLAY (ACTUAL)	\$ 16,848	\$ 66,134	\$ 716,975	\$ 203,225	\$ 917,434
AS BUDGET	\$ 3,600	\$ -	\$ 32,396	\$ -	Not Applicable
% ACTUAL TO BUDGET	468.05%	0.00%	2213.19%	0.00%	Not Applicable

FUND TRANSFERS

	Sep 2018	Sep 2017	FY2018 YTD	FY2017 YTD	12-MONTH
Admin Alloc - Adm Exp	\$ 32,400	\$ 31,189	\$ 369,371	\$ 233,501	\$ 458,049
Transfer To Gf	8,167	6,925	181,302	111,092	205,598
Transfer To Cip	-	-	-	-	-
Transfer - Insurance	-	-	-	-	-
FUND TRANSFERS (ACTUAL)	\$ 40,567	\$ 38,114	\$ 550,673	\$ 344,593	\$ 663,648
AS BUDGET	\$ 65,930	\$ 60,506	\$ 593,373	\$ 544,556	Not Applicable
% ACTUAL TO BUDGET	61.53%	62.99%	92.80%	63.28%	Not Applicable

TOTAL EXPENSES (ACTUAL)	\$ 206,795	\$ 237,957	\$ 3,237,073	\$ 1,956,194	\$ 4,059,778
AS BUDGET	\$ 268,091	\$ 130,830	\$ 2,412,818	\$ 1,177,468	Not Applicable
% ACTUAL TO BUDGET	77.14%	181.88%	134.16%	166.14%	Not Applicable



To: Utilities Committee
From: Logan Propes, City Administrator
Department: Water, Sewer, Gas, & Stormwater
Date: 11/06/2018
Subject: Award for Engineering Services for 2018 CDBG

Budget Account/Project Name: 2018 CDBG

Funding Source: Grant/Utility Capital

Budget Allocation: \$2,550,000

Budget Available: \$611,083.60

Requested Expense: \$27,524.00

Company of Purchase: Hofstadter & Associates

Description:

Staff recommends that the Committee award the 2018 CDBG engineering services to Hofstadter & Associates in the amount of \$141,787.00.

Background:

The City was recently awarded the 2018 CDBG from the state Department of Community Affairs in the amount of \$750,000 for sewer improvements in the S. Madison Ave. target area.

In order to complete the process engineering services must be selected. In selecting these professional services staff recommends Hofstadter and Associates as its engineer for the 2018 CDBG sewer project. The City had success with them on the 5th and 6th street CDBG project that just concluded last month. The total fee is set at \$141,787.00.

Attachment(s): Agreement for Engineering Services

AGREEMENT
BETWEEN
THE CITY OF MONROE, GEORGIA
AND
HOFSTADTER AND ASSOCIATES, INC.

THIS AGREEMENT made and entered into as of the 29th day of October, in the year Two Thousand and Eighteen between the City of Monroe, Georgia, (hereinafter called OWNER) and Hofstadter and Associates, Inc. Consulting Engineers (hereinafter called ENGINEER). WITNESSETH, that whereas the OWNER intends to construct Sanitary Sewer System Improvements, FY 2018 CBDG (hereinafter called the PROJECT).

NOW, THEREFORE, the OWNER and ENGINEER for the considerations hereinafter set forth, agree as follows:

1. THE ENGINEER AGREES to perform the following Engineering services for the project:
 - A. General: The Engineer shall serve as the Owner's professional representative in the planning and the supervision of construction of the Project, and shall give consultation and advice to the Owner during the performance of his services.
 - (1) Copyright of Patent Infringement: The Engineer shall defend actions or claims charging infringement of any copyright or patent by reason of the use of adoption of any designs, drawings or specifications supplied by him, and he shall hold harmless the Owner from loss or damage resulting there from, providing however, that the Owner within five (5) days after receipt of any notice of infringement or of summons in any action therefore shall have forwarded the same to the Engineer in writing.
 - (2) Insurance: The Engineer shall secure and maintain such insurance as will protect him from claims under the Workers' Compensation Acts and from claims for bodily injury, death, or property damage which may arise from the performance of his services under this Agreement.

B. Basic Services of the Engineer:

- (1) Contract Documents: The Engineer shall prepare working drawings, specifications, and other Contract Documents completely describing the material and workmanship required and procedures to be followed for the construction of the Project including the following:
 - (a) Design: The Engineer will design the proposed improvements as outlined in the Preliminary Engineering Report titled Sanitary Sewer System Improvements, FY 2018 Application, to serve the City of Monroe, Georgia, including Georgia Department of Natural Resources Environmental Protection Division approval.
- (2) Receipt of Proposals: The Engineer shall furnish drawings and specifications for the use of Bidders in submitting Proposals. He shall assist the Owner in securing proposals from Bidders, in analyzing such Proposals, and in preparing the Agreement for execution by the Contractor.
- (3) During Construction: The Engineer shall provide general supervision of construction to check the Contractor's work for general compliance with the drawings and specifications and shall endeavor to protect the Owner against defects and deficiencies in the work of the Contractor, but he does not guarantee the Contractor's performance. The Engineer's general supervision shall include furnishing a resident Engineer and shall include the following services:
 - (a) Additional Instructions: The Engineer shall issue additional instructions to the Contractor as may be necessary to interpret the drawings and specifications or to illustrate changes required in the Contractor's work.
 - (b) Contractor's Submittals: The Engineer shall check shop drawings, samples, equipment, approval data and other data submitted by the Contractor for compliance with the drawings and specifications.
 - (c) Contractor's Requests for Payment: The Engineer shall act upon the Contractor's requests for payment in accordance with the provisions of the General Conditions of the Contract.
 - (d) Visits to the Site: The Engineer shall make inspections at the site to check the Contractor's work for general compliance with the Contract Documents and to determine the extent of work completed for checking of Contractor's requests for payment.

- (e) Special Performance Tests: The Engineer shall witness and fully report the results of all special performance tests required for the Project (not in this contract).
 - (f) Final Acceptance: The Engineer shall prepare completion lists when 90 percent completion of the Project is claimed by the Contractor and again when 100 percent completion is claimed. When the Contractor shall have completed the work in accordance with the terms of the Contract Documents, the Engineer shall certify his acceptance to the Owner and his approval of the Contractor's final request for payment.
 - (g) Inspection Prior to Expiration of the Guaranty Period: Inspection prior to the expiration of the guaranty period of the Project and preparation of a written report listing discrepancies between guarantees and performance.
 - (h) Instruction to the Owner: The Engineer shall arrange for detailed instruction by the Contractor and manufacturer's representatives of the Owner of his delegated representative in the proper operation and maintenance of the equipment furnished and installed for the Project.
- C. Extra Services of the Engineer: Shall include the following when authorized in writing by the Owner:
- (1) Contract Documents: Revisions to drawings and/or specifications previously approved and preparation of Contract Documents for alternate proposals and change orders.
 - (2) Land Surveys: Preparation of legal descriptions, i.e., plats, as may be required for the acquisition of lands, rights-of way, or easements. (Not in this Contract)
 - (3) During Construction Services: Construction observation of the Project in excess of the number of visits included in this Contract.
- D. Reimbursable Services of the Engineer: Shall include the following items when authorized in writing by the Owner: Transportation and subsistence of principals and employees on special trips to the Project or to other locations; long distance telephone and telegraph calls as required to expedite the work of the Contractor; reproduction of drawings and specifications in addition to those specified in Article 1.B(2) of the Agreement; soil borings and tests; and work of special consultants when required by the complex nature of the Project.

2. THE OWNER AGREES to provide the Engineer with complete information concerning the requirements of the Project and to perform the following services:

- A. Access to the Work: The Owner shall guarantee access to make all provisions for the Engineer to enter upon public and private lands as required for the Engineer to perform such work as surveys and inspections in the development of the Project.
- B. Consideration of the Engineer's Work: The Owner shall give thorough consideration to all reports, sketches, estimates, drawings, specifications, proposals, and other documents presented by the Engineer, and shall inform the Engineer of all decisions within a reasonable time so as not to delay the work of the Engineer.
- C. Legal Requirements: The Owner shall hold promptly all required special meetings, serve all required public and private notices, receive and act upon all protests and fulfill all requirements necessary in the development of the Project, and pay all costs incident thereto.
- D. Proposals: The Owner shall advertise for Proposals from Bidders, open the Proposals at the appointed time and place and pay costs incident thereto.
- E. Protection of Markers: The Owner shall protect to the best of his ability, all stakes and other markers set by the Engineer prior to the assumption of such responsibility by the Contractor. Replacement of markers or stakes which have been damaged, moved or removed shall be paid for by the Owner as extra services of the Engineer.
- F. Standards: The Owner shall furnish the Engineer with a copy of any design construction standards he shall require the Engineer to follow in the preparation of Contract Documents for the Project.
- G. Owner's Representative: The Owner shall designate in writing, by appendix to this Agreement, a single person to act as Owner's Representative with respect to the work to be performed under this Agreement. The person designated as Owner's Representative shall have complete authority to transmit instructions, receive information, interpret and define Owner's policy and decisions, with respect to the materials, equipment, elements and systems pertinent to the work covered by this Agreement.

3. THE OWNER'S PAYMENT TO THE ENGINEER:

- A. Abandoned or Suspended Work: If any work performed by the Engineer is abandoned or suspended in whole or in part by the Owner other than for default by the Engineer, the Engineer shall be paid for services performed prior to receipt of written notice from the Owner such abandonment or suspension in an amount equal to the work performed as of the date of abandonment or suspension.

B. Progress Payments: Once each month, the Owner shall pay the Engineer for professional services performed under this Agreement in proportion to services performed during the period as verified by statements of services.

C. Payments for Basic Services of the Engineer: The Owner shall pay the Engineer for the services described in Article 1.B of this Agreement as described in Attachment "A".

D. The Engineer shall perform all services with professional skill and care and shall prepare preliminary plans and specifications for the Project and forward to the Owner for review. Upon completion of the review, the final plans and specifications shall be prepared and forwarded to Owner.

This schedule shall not, except for reasonable cause, be exceeded by the Engineer.

E. Payment for Extra Services of the Engineer: For extra services defined in Article 1.C the Owner shall pay the Engineer on an hourly basis in accordance with the schedule of charges attached hereto.

F. Payments for Engineer's Reimbursable Services: The Engineer shall be reimbursed at cost for the reimbursable services outlined under Article 1.D.

4. THE OWNER AND ENGINEER FURTHER AGREE to the following conditions:

A. Termination: This Agreement may be terminated by either party, in the event of substantial failure to perform in accordance with the terms hereof by the one party through no fault of the other party, given a written notice of such termination and specifying the effective date thereof, at least five days before the effective day of such termination or if the grant to the City of Monroe under the Community Development Block Grant Program is suspended or terminated.

If termination is due to the fault of others than the Engineer, the Engineer shall be paid for services satisfactorily performed to the date of termination, including reimbursements then due.

If the Engineer shall violate any of the covenants, agreements, or stipulations of this Contract, the Owner thereupon shall have the right to terminate this Contract by giving written notice as detailed above, and the Engineer shall be paid for the value of services performed satisfactorily to the date of termination, such value as determined by the Owner.

In the Event that termination of this Contract by the Owner shall be for violation or breach of any Contract terms on the part of the Engineer, the Owner shall have full recourse to such administrative, contractual, or legal remedies, together with such necessary and reasonable sanctions and penalties against the Engineer, as may be appropriate.

- B. Termination for Convenience: The City of Monroe may terminate this contract at any time for any reason by giving at least thirty (30) days notice in writing to the Engineer. If the contract is terminated by the City of Monroe as provided herein, the Engineer will be paid a fair payment as negotiated with the City of Monroe for the work completed as of the date of termination.
- C. Ownership of Documents: The original completed tracings as master specification sheets shall remain the property of the Engineer. One set of reproducible record drawings shall be furnished to the Owner.
- D. Disputes: In the case of a dispute, it will be settled using a process agreeable to both parties. It is proposed that disputes which cannot be settled between the parties to this agreement be referred to mediation under the then current Construction Industry Mediation Rules of the American Arbitration Association. Agreement to attempt mediation will not in any respect surrender the right of either party to arbitration or if they ultimately deem it necessary to institute litigation. It is agreed that our firm is a Corporation and that any claim arising out of any act or omission of any director, officer, or employee of the firm in the execution or performance of this agreement, shall be made against the Firm and not against such director, officer or employee.
- E. The total liability, in the aggregate, of Consultant and Consultant's directors, officers, employees, agents, associates or subcontractors, and any of them, to Client or anyone claiming by, under or through you are Client, for any and all injuries, claims, losses, expenses, including attorney's fees, expert fees or court costs and damages whatsoever arising out of or in any way related to Consultant's Services under this Agreement, from any cause or causes whatsoever, including but not limited to, negligent acts or omissions, professional negligence, breach of contract, strict liability, errors or omissions of Consultant, or the employees, directors, officers, agents, associates or subcontractors of Consultant, or any of them, will be limited to Consultant's fee (including changes).

The parties waive incidental, indirect, or consequential damages for claims, disputes, or other matters in question arising out of or relating to this Agreement. This waiver is applicable, without limitation, to all consequential damages due to either Party's termination in accordance with paragraphs 4A. and 4B.

5. SUCCESSORS AND ASSIGNS: This Agreement and all of the covenants hereof shall inure to the benefit of and be binding upon the Owner and Engineer respectively and his partners, successors, assigns and legal representatives. Neither the Owner nor the Engineer shall have the right to assign, transfer or sublet his interest or obligations hereunder without written consent of the other party.
6. SPECIAL PROVISIONS: The Owner and the Engineer mutually agree that this Agreement shall be subject to the following Special Provisions which shall supersede other conflicting provisions of the Agreement.

- A. Owner shall pay Engineer for additional services rendered under Article 1.C at the hourly rates stated on the attached Schedule of Hourly Rates:
 - B. Engineer shall develop contract drawings and specifications to comply with minimum requirements of all Federal, State and Local Regulatory Agencies.
 - C. Engineer shall submit upon request an Affirmative Action Plan which clearly demonstrates how compliance will be obtained with Title 6 of the Civil Rights Act of 1964 and the President's Executive Order Numbers 11246 and 11375 which prohibit discrimination in employment regarding race, creed, color, sex, age or national origin.
 - D. Any dispute concerning the agreement or claims hereunder shall be subject to the jurisdiction of the Appling County Superior Court.
7. **EQUAL OPPORTUNITY:** In carrying out this Contract, the Engineer shall comply in full with all applicable requirements of Executive Order 11246, entitled *Equal Employment Opportunity*, as amended by Executive Order 11375 and as supplemented in U.S. Department of Labor regulations (41 CFR Par 60), and all other applicable state and federal laws and regulations addressing equal employment opportunity.
 8. **EMPLOYMENT OF LOCAL RESIDENTS:** In the event that the Engineer finds it necessary to employ additional staff to accomplish the activities required under this Contract, every reasonable effort will be made to secure such additional staff from among residents of the City of Monroe, provided applicants with the necessary qualifications as established by the Engineer can be identified. In any case, final decisions regarding employment of such staff shall be the sole responsibility of the Engineer. Details regarding the requirements of this *Section 3 Clause* are set forth in Attachment "C", which is made a part of this Contract.
 9. **AUDITS AND INSPECTIONS:** The Owner, the Georgia Department of community Affairs (DCA), the U.S. Department of Housing and Urban Development (HUD), the Comptroller of the United States, or any of their duly authorized representatives, shall have full access to the right to examine pertinent books, documents, papers, and records of the Engineer involving transactions related to this Contract for three years after the Owner makes the final payment on this Contract, or until all audit findings, if any, have been resolved to the satisfaction of DCA, HUD, or the Owner, whichever is later.

IN WITNESS WHEREOF the parties hereto have made and executed this Agreement the day and year first written above:

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OWNER:

THE CITY OF MONROE, GEORGIA

Witness

BY: _____
John Howard, Mayor

ATTEST: _____
Debbie Kirk, City Clerk

ENGINEER:

HOFSTADTER AND ASSOCIATES, INC.

Witness

BY: _____
Carl E. Hofstadter, P.E., President

ATTEST: _____
Kelvin S. Seagraves, P.E., Vice-President

WITNESSETH: That for and in consideration of the mutual covenants and promises between the parties hereto, it is hereby agreed:

The Consulting Engineer will accomplish all general tasks related to Civil Engineering for the Owner for the Sanitary Sewer System Improvements, FY 2018 Application. The Owner shall compensate the Consulting Engineer as follows:

ENGINEERING SERVICES

Sanitary Sewer System Improvements

Engineering Services

Basic Service	Qty.	Unit	Unit Price	Total Price
Surveying	200	HR	\$ 130.00	\$ 26,000.00
Principal Engineer	240	HR	\$ 130.00	\$ 31,200.00
Design	225	HR	\$ 105.00	\$ 23,625.00
Drafting (CADD Operator)	180	HR	\$ 75.00	\$ 13,500.00
Clerical	150	HR	\$ 50.00	\$ 7,500.00
Administration	1	LS	\$ 4,962.00	\$ 4,962.00
Construction Observation	70	VISITS	\$ 500.00	\$ 35,000.00
Subtotal				\$ 141,787.00

The Owners shall compensate the Consulting Engineer for additional services as follows:

REGISTERED ENGINEER	\$115.00/hr
ENGINEER.....	\$ 85.00/hr
CADD OPERATOR.....	\$ 65.00/hr
LANDSCAPE ARCHITECT.....	\$ 65.00/hr
SURVEYOR.....	\$ 115.00/hr
3-MAN SURVEY CREW	\$115.00/hr
4-MAN SURVEY CREW	\$125.00/hr
DRAFTSMAN.....	\$ 65.00/hr
CLERICAL	\$ 45.00/hr

Community Development Block Grant – Terms and Conditions

Termination of Contract for Cause (Provision for Remedies). If, through any cause, the ENGINEER shall fail to fulfill in timely manner and proper manner any material obligations under this Contract, or if the ENGINEER shall violate any of the covenants, agreements, or stipulations of this Contract, the RECIPIENT shall thereupon give written notice to the ENGINEER of such failure, violation or breach. If the ENGINEER has not or cannot remedy such failure, violation or breach within ten (10) days of the giving of such notice by the RECIPIENT, the RECIPIENT shall thereupon have the right to terminate this Contract by giving written notice to the ENGINEER of such termination and specifying the effective date thereof, at least ten (10) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, photographs and reports prepared by the ENGINEER under this Contract shall, at the option of the RECIPIENT become its property and the ENGINEER shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.

Equal Employment Opportunity. During the performance of this Contract, the ENGINEER agrees as follows:

- a. The ENGINEER will not discriminate against any employee or applicant for employment because of race, creed, sex, color, or national origin. The ENGINEER will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, creed, color, sex, or national origin. Such action shall include, but not be limited to, the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The ENGINEER agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the OWNER setting forth the provisions of this non-discrimination clause.
- b. The ENGINEER will, in all solicitation or advertisements for employees placed by or on behalf of the ENGINEER, state that all qualified applicants will received consideration for employment without regard to race, creed, color, sex, and national origin.
- c. The ENGINEER will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Contract so that such provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contract or subcontracts for standards commercial supplies or raw materials.
- d. The ENGINEER will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations and relevant orders of the Secretary of Labor.

- e. The ENGINEER will furnish all information and reports required by Executive Order 11246, of September 24, 1965, and by the rules, regulations and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his/her books, records, and accounts by the compliance with such rules, regulations and orders.
- f. In the event of the ENGINEER's noncompliance with the noncompliance clauses of this Agreement or with any of such rules, regulations or orders, this Contract, may be canceled, terminated or suspended in whole or in part and the ENGINEER may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulations, or order of the Secretary of Labor, or as otherwise provided by law.
- g. The ENGINEER will include the provisions of paragraphs (a) through (g) in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor.

"Section 3" Compliance in the Provision of Training, Employment and Business Opportunities.

- (a) The work to be performed under this Contract is on a project assisted under a program providing direct Federal financial assistance from the Department of Housing and Urban Development and is subject to the requirement of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 USC 1701u. Section 3 requires that to the greatest extent feasible opportunities for training and employment be given lower income residents of the project. Failure to fulfill these requirements shall subject the applicant or OWNER, its contractors and subcontractors, its successor and assigns to those sanctions specified by the grant or loan agreement or contract through which federal assistance is provided, and to such sanctions as are specified by 24 CFR Part 135.

Georgia Energy Code. The ENGINEER does hereby acknowledge and agree that the provisions of the Georgia Energy Code will be considered and included, where applicable.

Architectural Barriers. The ENGINEER hereby acknowledges and agrees that provisions of State and Federal law pertaining to Architectural Barriers will be considered and included, where applicable.

Georgia Department of Community Affairs
Required Submittal - Section 3 Self-Certification and Action Plan

All firms and individuals intending to do business with DCA, its recipients, sub-recipients and contractors **MUST** complete and submit this Action Plan and submit it with the bid, offer, or proposal in order to claim a preference on any contract or prior to award of a contract exceeding \$100,000 if no preference is claimed. ***For contracts exceeding \$100,000, this document (signed, and notarized) must be satisfactorily completed to be eligible for award.***

Business Name: Hofstadter & Associates, Inc.																							
D.B.A. (if different from above):																							
Address: 4571 Arkwright Road		City: Macon	State/Zip: GA 31210																				
Business Phone: (478) 757-1169		Fax: (478) 471-1646																					
E-Mail: info@hofstadter.com		Business Website: www.hofstadter.com																					
Federal Employer Identification Number: 58-1941754		Owner Social Security Number (if no EIN):																					
Contact Person & Title: Kelvin S. Seagraves		Contact Phone: 478-757-1169																					
Trade Description: <table style="width:100%; border: none;"> <tr> <td><input type="checkbox"/> Carpentry</td> <td><input type="checkbox"/> Heating (HVAC)</td> <td><input type="checkbox"/> Electrical</td> <td><input type="checkbox"/> Painting</td> </tr> <tr> <td><input type="checkbox"/> Masonry Restoration</td> <td><input type="checkbox"/> Asbestos</td> <td><input type="checkbox"/> Plumbing</td> <td><input type="checkbox"/> Roofing</td> </tr> <tr> <td><input type="checkbox"/> Lead (Abatement)</td> <td><input type="checkbox"/> General Contractor</td> <td><input type="checkbox"/> Concrete</td> <td><input type="checkbox"/> Ironwork</td> </tr> <tr> <td><input type="checkbox"/> Carpet/Flooring</td> <td><input type="checkbox"/> Rubbish Removal/Hauling</td> <td><input type="checkbox"/> Appraisal Services</td> <td><input type="checkbox"/> Landscaping</td> </tr> <tr> <td><input type="checkbox"/> Demolition</td> <td colspan="3"><input checked="" type="checkbox"/> Other: <u>Engineering & Surveying Services</u></td> </tr> </table>				<input type="checkbox"/> Carpentry	<input type="checkbox"/> Heating (HVAC)	<input type="checkbox"/> Electrical	<input type="checkbox"/> Painting	<input type="checkbox"/> Masonry Restoration	<input type="checkbox"/> Asbestos	<input type="checkbox"/> Plumbing	<input type="checkbox"/> Roofing	<input type="checkbox"/> Lead (Abatement)	<input type="checkbox"/> General Contractor	<input type="checkbox"/> Concrete	<input type="checkbox"/> Ironwork	<input type="checkbox"/> Carpet/Flooring	<input type="checkbox"/> Rubbish Removal/Hauling	<input type="checkbox"/> Appraisal Services	<input type="checkbox"/> Landscaping	<input type="checkbox"/> Demolition	<input checked="" type="checkbox"/> Other: <u>Engineering & Surveying Services</u>		
<input type="checkbox"/> Carpentry	<input type="checkbox"/> Heating (HVAC)	<input type="checkbox"/> Electrical	<input type="checkbox"/> Painting																				
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<input type="checkbox"/> Carpet/Flooring	<input type="checkbox"/> Rubbish Removal/Hauling	<input type="checkbox"/> Appraisal Services	<input type="checkbox"/> Landscaping																				
<input type="checkbox"/> Demolition	<input checked="" type="checkbox"/> Other: <u>Engineering & Surveying Services</u>																						
Date Business was established (MM/DD/YYYY):																							
Type of Business (Check One): <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Limited Liability Corporation (LLC) <input type="checkbox"/> Limited Liability Partnership (LLP) <input type="checkbox"/> Joint Venture <input type="checkbox"/> Other (Describe): 																							
Number of employees: Full-time: <u>13</u> Part-time: <u>0</u> Contract: <u>2</u> Total: <u>15</u>																							
Section 3 employees: Full-time: _____ Part-time: _____ Contract: _____ Total: _____																							

I am Certifying as a Section 3 Business Concern and requesting Preference accordingly (Select only One Option):

Option 1

- ☐ A business claiming status as a Section 3 Resident-Owned Business Concern (ROB) entity:

_____ Initial here to confirm selection of this option

Option 2

- ☐ A business claiming Section 3 status, because at least 30% of the existing or newly hired workforce for this specific contract will be Section 3 residents throughout the entire contract period. If a Prime or General Contractor is electing this option, the 30% employment requirement will be for the entire project including all the sub-contractors' employees:

Check all methods you will employ to secure Section 3 Residents/Persons

Posting the position in community sources that are generally available to low income residents and the general public is a standard requirement. **Check at least three (3) methods you will employ:**

- ☐ The local community newspaper
- ☐ The most widely distributed newspaper
- ☐ Company or agency website
- ☐ The management office of the local housing authority, or homeless service agency, or local low income housing community
- ☐ Local Workforce Board (i.e., Department of Labor)
- ☐ Local office of the Georgia Division of Family and Children Services
- ☐ Local office of the Georgia Department of Public Health
- ☐ Dodge Room <http://www.construction.com/dodge/dodge.asp>
- ☐ Other locations identified below and subject to DCA approval:

_____ Initial here to confirm selection of this option

I anticipate my total number of employees for this contract to be _____ and _____ will be qualified Section 3 Residents/persons.

Option 3

- ☐ A business claiming Section 3 status by subcontracting 25% of the dollar award to qualified Section 3 Business:

Attach a list of intended subcontract Section 3 business(es) with subcontract amount.

Attach certification & all supporting documentation for each planned subcontract Section 3 Business.

_____ Initial here to confirm selection of this option

I am NOT Requesting Preference under Section 3:

☒ I am NOT certifying as a qualified Section 3 Business Concern and I am not requesting a preference. However if I do trigger the regulation by doing any sub-contracting or hiring, I will comply by meeting all requirements of DCA's Section 3 policy and am committing to do the outreach as specified below.

Check all methods you will employ to secure Section 3 Residents/Businesses

Posting the position/contract opportunity in community sources that are generally available to low income residents and Section 3 Businesses and the general public is a standard requirement. **Check at least three (3) methods you will employ:**

- ☒ The local community newspaper
- ☐ The most widely distributed newspaper
- ☒ Company or agency website
- ☐ The management office of the local housing authority, or homeless service agency, or local low income housing community
- ☒ Local Workforce Board (i.e., Department of Labor)
- ☐ Local office of the Georgia Division of Family and Children Services
- ☐ Local office of the Georgia Department of Public Health
- ☐ Dodge Room <http://www.construction.com/dodge/dodge.asp>
- ☐ Other locations identified below and subject to DCA approval:

Initial here to confirm selection of this option

Signature: Kelvin S. Seagraves

Printed/Typed Name: Kelvin S. Seagraves

Title: Vice President

Date: 10/29/2018

Notarial Affidavit

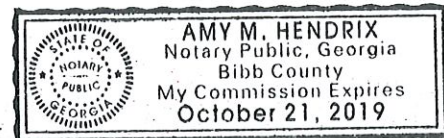
Sworn to and subscribed before me this 29th day of October, 2018.

Amy M Hendrix
Signature of Notary Public

Amy M Hendrix
Printed Name of Notary Public

Commission Expiration Date: 10/21/19

(Notarial Seal)



**Georgia Department of Community Affairs
Required Submittal - Previous Section 3 Compliance Certification**

Name of Business: Hofstadter & Associates, Inc.

Address of Business: 4571 Arkwright Road, Macon, GA 31210

Type of Business (Check One): ☒ Corporation ☐ Partnership
 ☐ Sole Proprietorship ☐ Other

Business Activity: Engineering & Surveying

All firms and individuals intending to do business with DCA, its recipients, sub-recipients, or contractors **MUST** complete and submit this certification of prior compliance prior to award of any contract exceeding \$100,000. Please check the appropriate line box below and sign and date the form.

1. I am certifying that I have complied with the HUD Section 3 Regulations, when triggered by new hiring or contracting opportunities, in my past contracts **when required** by the recipient, sub-recipient or contractor by either:

- i. Certifying as Resident Owned Business (ROB); or,
- ii. Employing Section 3 residents for at least 30% of the newly hired workforce; or,
- iii. Subcontracting 25% of the total dollar award to a qualified Section 3 Business; or,
- iv. Hiring or contracting to the "greatest extent feasible" with Section 3 Residents or Section 3 Businesses.

☐ Check this box

2. I have never done any HUD funded contracting.

☐ Check this box

3. I completed HUD Section 3 covered contracts in the past three years but the regulation was not triggered because either there were no new hires on the contract(s) and/or I did not do any new contracting or subcontracting.

☒ Check this box

Signature: 

Print Name: Kelvin S. Seagraves

Title: Vice President

Required Submittal - Assurance of Compliance Certification
Section 3 Action Plan
Housing and Urban Development Act of 1968
(12 U.S.C. 1701 U)

Contract/Solicitation Name or Number:

Sanitary Sewer System Improvements - 2018 CDBG Application

DCA Funding

Program: CDBG

Entity Receiving DCA Funding Award: City of Monroe

Purpose: To ensure that regulations promulgated under 24 CFR Part 135 Employment Opportunities for Businesses and Lower Income Persons in Connection with Assisted Projects and the Section 3 Policy of DCA, its recipients, sub-recipients and contractors to the greatest extent feasible is adhered to, and to serve as the "assurance of compliance" certification and action plan as required in the bid documents, supplemental general conditions, and required forms for the contract for any HUD work funded by DCA.

Description of the project's work detail: The project work will be as listed in the final scope of work in the contract with DCA, its recipients, sub-recipients and contractors including any change orders. List all known subcontractors below:

Subcontractor(s): None

Subcontractor(s):

Subcontractor(s):

Subcontractor(s):

Subcontractor(s):

Subcontractor(s):

Subcontractor(s):

Subcontractor(s):

Use an additional sheet if required.

Note: If subcontractors are unknown at this time, print UNKNOWN on the line above. Also, the contractor must notify DCA or recipient or sub-recipient if subcontractors are added or changed during the contract. Any changes to this certification requires a resubmission of this form to DCA or recipient or sub-recipient.

Preliminary Statement for Work Force Needs:

DCA intends to meet Section 3 compliance at the highest level and it is our intent to identify any short-term and long-term employment or contracting opportunities for qualified Section 3 persons and Business Concerns during the course of the contract funded by DCA via its recipients or sub-recipients and contractors. Please list the status of all planned employment positions and opportunities for this contract. **Preference for all opportunities must be given to low and very low-income residents if they qualify. If awarded a contract, regardless of whether your firm has elected a preference, you are required to provide a list of your aggregate workforce on this project. Any changes to that workforce during the project will constitute NEW hires. You must notify DCA, its recipient, sub-recipient or contractor (respectively) overseeing your contract of any new hire opportunities that arise during the life of your contract. The anticipated workforce list may be provided on a separate sheet or in a different format.**

<u>List All Employees</u>	<u>Date Hired</u>	<u>Section 3 Resident (Yes/No)</u>	<u>Job Title/Trade</u>	<u>Salary Range</u>
Name: Address: City, ZIP: See attachment				
Name: Address: City, Zip Code:				
Name: Address: City, Zip Code:				
Name: Address: City, Zip Code:				

Use additional pages as needed.

"To the Greatest Extent Feasible":

The Contractor has identified 0 # of **OPEN** positions with respect to this contract. The positions are filled by the _____ (Position title) of the Contractor.

Should the scope of work or duties of the contractor change to a degree requiring a modification of the work force needs, the contractor shall put forth a reasonable effort to fill vacant positions with eligible Section 3 residents.

Documentation of "To the Greatest Extent Feasible":

The contractor will work with DCA, its recipients, sub-recipients, and contractors staff to notify residents of any opportunities afforded under the contract. The contractor will partner with DCA, its recipients, sub-recipients, and contractors by giving preference of any employment opportunities to the Section 3 persons or businesses.

The contractor shall recruit or attempt to recruit from the Section 3 area the necessary number of low-income and very low-income residents and Section 3 businesses, as applicable. The contractor must also document their recruiting efforts and any impediments to compliance with DCA's Section 3 policy and the requirements of this solicitation package. This documentation must be submitted to the recipient or sub-recipient.

1. DCA, its sub-recipients and contractors shall: Maintain a list of all low-income area residents who have applied, either on their own or from referral from any source, and employ such person if otherwise eligible and if a trainee vacancy exists.
2. Conduct solicitation in accordance with DCA's Section 3 policy and the requirements outlined in the solicitation package.

The contractor shall review all employment applications and determine if low-income and very low-income residents or Section 3 businesses meet minimum hiring or contracting qualifications. If these applicants meet such minimum qualifications, but are not hired due to lack of employment opportunities or for other reasons, they will be placed on a priority list and offered positions/contracts upon the occurrence of the first available appropriate opening.

Utilization of Section 3 Businesses Located Within the County:

The recipient, sub-recipient or contractor does does not X intend to subcontract any of the work identified in the scope of work cited in the bid specifications, scope of work or General Conditions. Should the scope of work or needs of the contractor change, the contractor shall, to the greatest extent feasible, assure that subcontracts be awarded to business concerns within the Section 3 covered area, or to business concerns owned in the substantial part (at least 51%) by persons residing in the Section 3 covered area.

Record Keeping:

The recipient, sub-recipient, contractor or subcontractor, as applicable, shall maintain on file all records related to employment and job training of low-income and very low-income residents or other such records, advertisements, legal notices, brochures, flyers, publications, assurances of compliance from sub-contractors, etc., in connection with this contract. If a report is needed in the future, the recipient,

sub-recipient, contractor or subcontractor, as applicable, agrees to provide all records upon request. The contractor shall, upon request, provide such records or copies of records to HUD, DCA, their recipients, sub-recipients, contractors, staff, or agents. Records shall be maintained for at least three (3) years after the close of the contract.

Reports:

The recipient, sub-recipient or contractor shall provide reports as required in connection with the contractor specifications. All certified and regular payrolls shall clearly detail which employees qualify under Section 3.

Certification:

The recipient, sub-recipient or contractor will certify that any vacant employment positions, including training positions that filled:

- 1) After the recipient, sub-recipient or contractor is selected but before the contract is executed, and
- 2) With persons other than those to who the regulations of 24 CFR Part 135 require employment opportunities to be directed, were not filled to circumvent the subcontractor's obligations under 24 CFR Part 135.

Grievance and Compliance:

The recipient, sub-recipient, contractor or subcontractor hereby acknowledges that they understand that any low-income and very low-income resident of the project area, for him/her or as representatives of persons similarly situated, seeking employment or job training opportunities in the project area, or any eligible business concerns seeking contract opportunities may file a grievance if efforts to the greatest extent feasible were not executed. The grievance must be filed with HUD not later than one hundred eighty (180) calendar days from the date of the action (or omission) upon which the grievance is based.

I attest that the information on the preceding pages is true and correct.

Signature

Kelvin S. Seagraves, P.E.

Print Name

Vice President

Title

10/29/2018

Date

Section 3 Workforce Needs

<u>List All Employees</u>	<u>Hire Date</u>	<u>Section 3 Resident (Yes/No)</u>	<u>Job Title</u>
Carl E. Hofstadter, P.E. 4571 Arkwright Road Macon, GA 31210	8/2/1982	No	President
Kelvin S. Seagraves, P.E. 4571 Arkwright Road Macon, GA 31210	7/1/1989	No	Vice President
Carl E. Hofstadter, Jr., P.E. 4571 Arkwright Road Macon, GA 31210	12/26/2007	No	Treasurer
Michael Hayes Hofstadter, P.E. 4571 Arkwright Road Macon, GA 31210	12/26/2012	No	Secretary
John B. Fry, Jr., P.E. 4571 Arkwright Road Macon, GA 31210	7/5/1994	No	Project Engineer
Kelly Hickox 4571 Arkwright Road Macon, GA 31210	5/4/2015	No	Project Engineer
Rusty Lovett 27 Tippins Street Baxley, GA 31513	10/6/2014	No	Project Engineer
Andy Tomberlin 27 Tippins Street Baxley, GA 31513	8/26/2013	No	Registered Surveyor
Brent Tomberlin 27 Tippins Street Baxley, GA 31513	1/28/2015	No	Surveyor
David Tomberlin 27 Tippins Street Baxley, GA 31513	6/16/2014	No	Surveyor/CADD Operator

Section 3 Workforce Needs

<u>List All Employees</u>	<u>Hire Date</u>	<u>Section 3 Resident (Yes/No)</u>	<u>Job Title</u>
Heather Seagraves 4571 Arkwright Road Macon, GA 31210	12/22/1993	No	Office Manager
Amy Hendrix 4571 Arkwright Road Macon, GA 31210	7/20/2015	No	Administrative Assistant
Tommy Lawrence 27 Tippins Street Baxley, GA 31513	8/22/2016	No	Inspector
Butch Griffin 4571 Arkwright Road Macon, GA 31210	5/1/2017	No	Inspector
Gerald Treadway 27 Tippins Street Macon, GA 31210	6/11/2018	No	Inspector

ITEM A

"SECTION 3" CLAUSE OF THE URBAN DEVELOPMENT ACT OF 1968

1. The work to be performed under this Contract is on a project assisted under a program providing direct federal financial assistance from the U.S. Department of Housing and Urban Development, and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701u). Section 3 requires that, to the greatest extent feasible, opportunities for training and employment be given to lower income residents of the project area, and contracts for work in connection with the project be awarded to business concerns which are located in, or owned in substantial part by persons residing in, the area of the project.
2. The parties to this Contract will comply with the provisions of said Section 3, the regulations issued pursuant thereto by the Secretary of the U.S. Department of Housing and Urban Development as set forth in 24 CFR Part 135, and all applicable rules and orders of the Department issued thereunder, prior to the execution of this Contract. The parties to this Contract certify and agree that they are under no contractual or other disability which would prevent them from complying with these requirements.
3. The Contractor will send to each labor organization or representative of workers with which he has a collective bargaining agreement or other contract or understanding, if any, a notice advising the said labor organization or worker's representative of his commitments under this Section 3 clause, and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.
4. The Contractor will include this Section 3 clause in every subcontract for work in connection with the project, and will, at the direction of the applicant for or recipient of federal financial assistance, take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the Secretary of Housing and Urban Development (24 CFR Part 135). The Contractor will not subcontract with any subcontractor where he has notice or knowledge that the latter has been found in violation of regulations under 24 CFR Part 135, and will not let any subcontract unless the subcontractor has first provided him with a preliminary statement of ability to comply with the requirements of these regulations.
5. Compliance with the provisions of Section 3, the regulations set forth in 24 CFR Part 135, and all applicable rules and orders of the Department issued thereunder, prior to the execution of this Contract, shall be a condition of the federal financial assistance provided to the project, binding upon the applicant or recipient for such assistance, its successors, and assigns. Failure to fulfill these requirements shall subject the applicant or recipient, its successors, and assigns, to those sanctions specified by the Community Development Block Grant program through which federal assistance is provided, and to such sanctions as are specified by 24 CFR Part 135.

CONTRACTOR AFFIDAVIT FOR ELECTRONIC VERIFICATION OF WORK

101

AUTHORIZATION PROGRAMS

I and any entity I represent:

1) Complies with O.C.G.A. §13-10-91, and has registered with and is participating in a federal work authorization program (any of the Electronic Verification of Work Authorization Programs operated by the U.S. Department of Homeland Security to verify information of newly hired employees) per the applicable provisions and deadlines of O.C.G.A. §13-10-91 (E-verify User Identification Number 636777);

2) Agree that, should we employ or contract with any subcontractor(s) in connection with the services for the City, we will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. §13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form:

3) Agree to maintain records of such compliance and provide a copy of each such verification to the City at the time the subcontractor(s) is retained to perform such service; and

4) Agree to keep records of compliance and present a copy thereof to the City immediately upon demand.

5) Contractor has 16 employees at the time of this contract.

6) Contractor warrants that Contractor has included a similar provision in all written agreements with any subcontractors engaged to perform services under its Contract with the City of Monroe, Georgia.

In making the above sworn certification, under oath, I understand that any person who knowingly and willfully makes a false, fictitious or fraudulent statement or representation in an affidavit shall be guilty of a violation of code section 16-10-20 of the Official Code of Georgia.

Sworn to and subscribed before me
this 20th day of October, 2018.

Amy M. Hendrix
Notary Public

My commission expires: 10/21/19

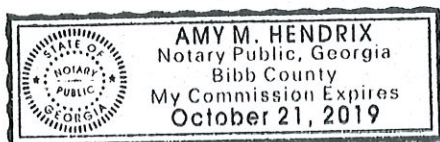
Name: _____

By: _____

Authorized Officer or Agent

Title: Vice President

Print Name: Kelvin S. Seagraves, P.E.





To: City Council, Committee, City Administrator
From: Rodney Middlebrooks, Director of Water & Gas
Department: Water, Sewer & Gas
Date: 11/6/2018
Subject: Purchase -HVAC (Water Plant)

Budget Account/Project Name: 520-527-04430-00541-541303/WTRPLNTREMOD

Funding Source: Capital Budget

Budget Allocation: \$225,000.00

Budget Available: \$181,191.55

Requested Expense: \$61,815.00

Company of Purchase: JC Lane Consulting, INC

Description:

Staff recommends the approval to hire JC Lane Consulting to furnish & install HVAC in new office space at the water plant.

Background:

Installing a 14-ton Yanmar gas heat pump in the old water plant. The plant is being remodeled to house the Water, Sewer, Gas and Stormwater departments. MGAG will rebate the City \$1,500.00 per ton. The total rebate will be \$21,00.00. Final cost to the City would be \$40,815.00.

Attachment(s):

Bid – JC Lane Consulting, INC

JC Lane Consulting, Inc.

d.b.a. JC LANE Co

HVAC Consultants/Contractors

Date: October 15, 2018
Attention: Rodney Middlebrooks
Project Name: Monroe County Water Works

We propose to furnish/install/design the HVAC system as described below for the price of.....
\$61,815.00

HVAC SCOPE - 2-Pipe System

- New HVAC Equipment: (A) 1-14 Ton Yanmar Gas Heat Pump (B) 2-Daikin Air-handlers (C) 1-Daikin Ceiling Cassette (D) 4-Ceiling Exhaust Fans
- New paint-grade exposed spiral ductwork, internally lined
- Exhaust ductwork from bathrooms
- Return will be free return back to mechanical room
- Sidewall registers in each office and bathroom
- Refrigerant/Condensate piping
- Controls with remote monitoring panel
- Certified test and balance
- Start-up & warranty as specified
- Fire safing of penetrations

Exclusions

- Bond (add 1.25%)
- **Gas pipe by others**
- **Power wiring/electrical by others**
- **System cannot heat and cool at the same time, it will either be in heat or cool**
- Roofing, flashing
- Smoke detectors (by electrician), interlock of smoke detectors to building alarm contractor
- Structural support, equipment foundation, concrete pads
- Dumpsters by others
- No painting other than touch-up of our equipment
- Power wiring, disconnects, starters

Respectfully Submitted,
 JC LANE Co
 J. Christopher Lane

**980 Birmingham Road
 Suite 501-372
 Milton, GA 30004
 (770) 241-4519 phone**

Benefits of YANMAR VRF

1. Reduction of condensing units needed to heat/cool the building
 - a. YANMAR VRF will only require one outdoor condensing unit
2. Reduced overall operational cost (from 30-70%)
 - a. This is based on the cost of natural gas vs. electrical
3. Reduction of carbon footprint (up to 50%)
 - a. Do to the reduction of electricity usage where transmission loss is one of the main causes of carbon pollution, natural gas is a cleaner/greener energy source
4. Reduction of electrical usage up to 90%
 - a. Our compressors are mechanically operated utilizing a natural gas engine instead of typical electrical compressors
5. Lowered system lifecycle costs.
 - a. Our maintenance intervals are 10,000-hour intervals. Average is 2.5-5 years between scheduled maintenance.
6. Remote monitoring is utilized to protect our customer's asset
 - a. YANMAR offers a monitoring service at no extra charge to the customer in order to protect the asset for the customer. All that is need to accomplish this is a connection to the internet provided by the customer
 - b. This system is non-evasive to the customers network
 - c. This is a 24-7 monitoring service that sends e-mail notifications in the event of an error
 - d. Generally YANMAR can respond to any issues quickly and accurately to reduce down time



To: City Council, Committee, City Administrator
From: Rodney Middlebrooks
Department: Water, Sewer, Gas, Stormwater
Date: 11/06/2018
Subject: Approval for installation of electrical system in new office space (Water Plant)

Budget Account/Project Name: 520-527-04430-00541-541303 WTRPLNTREMOD

Funding Source: Capital Budget

Budget Allocation: \$225,000.00

Budget Available: \$140,376.55

Requested Expense: \$29,500.00

Company of Purchase: Peters Electric

Description:

Staff recommends the APPROVAL to hire Peters Electric to furnish & install electrical in new office space at old water plant.

Background: To provide electrical services to new Water, Sewer, Gas, and Stormwater offices at the old water plant.

Attachment(s):

Bid(s)

Peters Electric

Legacy Electrical Services

UpTime Electric Company, Inc.

Todd Peters
Peters Electric
Bid for electrical service @ Water Plant/Office

200 amp electrical service
2 20 amp circuits
20 20 amp circuits
4 30 amp circuits for water heaters
2 20 amp 220 volt circuits for outdoor units
1 20 amp circuit for printer
4 fans for bathrooms
2 2x2 lay ins small bathrooms
3 2x4 lay ins big bathroom all LEDS
51 LED industrial look lights in offices hallway
24 switches
4 emergency lights
3 exit lights

Parts and Labor \$29500.00

If you have any questions email me or call 6788987993
Thank you

Legacy Electrical Services, Inc.
 2421 Lance Ct., Ste. C
 Loganville, GA 30052
 (470) 545-2130



ESTIMATE

ADDRESS

City of Monroe
 Attn: Accounts Payable
 215 N. Broad St.
 Monroe, GA 30655

ESTIMATE # LES 7155
 DATE 09/25/2018

PROJECT

Electrical Services

DESCRIPTION

AMOUNT

-Estimate is in reference to the office build-out at the water plant and includes the following items:

See Notes

(1) 200 amp 120/240 volt, single phase service and ground system located on end of building closest Hwy 11	30,986.30
(1) 200A, 120/240 Volt, single phase, 40 circuit panel fed through the ceiling bar joist in EMT conduit	
(1) set of plaques for new and existing service(s) to mark the number and location for code compliance	
(20) 20 amp 120 volt branch circuits for lights, receptacles, etc..	
(2) 20 amp 120 volt air handler circuit, switch, and unit whip	
(2) 20 amp 240 volt exterior HVAC unit circuit, disconnect, and unit whip	
(4) 30 amp 120 volt insta-hot circuit and unit whip (water heaters)	
(1) 20 amp 120 volt dedicated quad receptacles (phone board)	
(1) phone board ground black and building steel bond	
(1) 20 amp 120 volt dedicated receptacle (printer)	
(4) feed for restroom exhaust fans (fans provided/installed by others)	
(3) 2x4, LED, lay-in fixture for large restrooms	
(2) 2x2, LED lay-in fixtures for small restrooms	
(51) 4x1, LED, industrial reflector, suspended fixture for the hallway, office, map room, storage, and conference center lighting	
(3) exit fixtures	
(4) emergency fixtures	
(24) switch	
(45) 120 Volt general use receptacle	
(20) data box and wall stub	
(4) general use GFCI receptacle	
(1) weather-proof general use GFCI receptacle located near the exterior HVAC units	

Notes:

1. Estimate is figured upon all exposed circuiting to be installed in EMT conduit through the bar joists, MC cable above the suspended ceilings and romex cable in wood stud halls.
2. Estimate assumes restroom ceilings will be suspended type ceilings
3. Estimate does not include any provisions for phone, data, communication or security cabling or devices
4. Estimate includes material/labor needed to install supports in the bar joists to allow for suspended 4ft fixtures to be installed in the correct layout/spacing for each room.
5. All circuits and devices are figured to be 20 amps minimum

This estimate is for completing the job as described above. It is based on our evaluation and does not include material price increases or additional labor and/or materials which may be required should unforeseen problems arise after the work has started.

TOTAL

\$30,986.30

Accepted By

Accepted Date



ELECTRIC COMPANY, INC.

495-C 85 Circle
College Park, GA 30349
Telephone 404-559-8745
Fax 404-766-6350
www.uptimeelectric.com

September 28, 2018
City Of Monroe

Office Renovation
Electrical Proposal

Dear: Rodney Middlebrooks

UpTime Electric Company, Inc. proposes to furnish the necessary materials, tools, equipment, labor, and supervision required to successfully accomplish the installation described herein for the above referenced project as detailed below for the sum of: **\$56,427.00**

Scope

- Provide and Install electrical outlets and communication outlets per the attached drawing.
- Provide and Install 2x4 Lighting per the attached drawing. Hall switching included at exits, office switching locally per office.
- Provide and Install one new 400Amp, 42 Circuit 120/208 Panel, including service and disconnect.
- Provide and Install power to the new HVAC system by others.

Qualifications

1. Due to the rising cost of labor and materials, UpTime Electric reserves the right to revise this proposal if not accepted within 30 days of the above date.
2. Regardless of anything to the contrary, our bid is conditioned upon mutually acceptable subcontract terms being negotiated. Further, we do not agree to be bound by terms of any document not furnished to us.
3. This proposal is based upon UpTime Electric's interpretation of the requested scope of work.
4. This proposal is based on working regular shift hours Monday through Friday.
5. Engineered drawings if deemed necessary are not included in this proposal.
6. Electrical Service coordination and tie in to be by others.
7. Pay Terms: NET 30

UpTime Electric Company, Inc. is pleased to be considered for this project and looks forward to working with you again.

Sincerely

UpTime Electric Co., Inc.

Josh Spears

Joshua Spears
Project Manager



To: City Council, Committee, City Administrator
From: Rodney Middlebrooks, Director of Water & Gas
Department: Water, Sewer & Gas
Date: 11/6/2018
Subject: Install gas main & Service (Young Street)

Budget Account/Project Name: 520-527-04700-00522-522203

Funding Source: R&M System (Outside)

Budget Allocation: \$100,000.00

Budget Available: \$70,607.00

Requested Expense: \$50,490.00

Company of Purchase: Harrison & Harrison, Inc

Description:

Staff recommends the approval to hire Harrison & Harrison, Inc to replace 3,200 feet of steel gas main on Young Street.

Background:

Main was installed in 1962 and consist of approximately 3,200 feet of 2" steel pipe. Recent leak surveys have shown continuous deterioration of the pipe coating, resulting in pitted pipe. The City has made repairs to 2-grade 2 leaks and 2-grade 3 leaks in the last year. During these repairs, city staff noted bare steel and missing coating on main

Attachment(s):

Bids – (2) Harrison & Harrison Inc, Southern Pipe


Harrison & Harrison, Inc.

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

City of Monroe, Georgia
 Attention: Bryan Pittman

QUOTE

Quote Date: 9/6/2018
 Job Name: City of Monroe, Ga
 Young Street
 Gas Main and
 Service Replacement

	DESCRIPTION	Unit Price	TOTAL
	Install 2" PE Gas Main- Approximately 3,200 L.F.	\$10.85	\$34,720.00
	Service Tie overs- 38 each	\$390.00	\$14,820.00
	2" Tie-In- 1 each	\$950.00	\$950.00
	<u>Note:</u> Quantities above are approximate. We will invoice per amount of pipe footage installed, per service tie overs done, & tie-ins done.		
	<u>Unit Prices:</u> Rock Removal- \$200.00 Per L.F.		
	Respectfully Submitted,  Michael Freeman Harrison & Harrison, Inc.		
			\$ 50,490.00



Southern Pipeline

PO Box 98, Winder, GA 30680 | jphommaly@southernpipeline.org | Phone: (678) 963-5676

Young Street Renewals

Walton, Monroe, Georgia

SOUTHERN PIPELINE

8/17/2018

County	City	Street	Pipe	Qty	Price	Total
Walton	Monroe	Young Street	2"PLS PIPE	3200	\$11.00	\$35,200.00
Walton	Monroe	Young Street	2"PLS TIE-IN	1	\$1,000.00	\$1,000.00
Walton	Monroe	Young Street	SERVICE RN/TIES	38	\$400.00	\$15,200.00
				Quantity		Subtotal Price
						\$51,400.00

GRAND TOTAL

\$51,400.00



To: City Council, Committee, City Administrator
From: Rodney Middlebrooks, Director of Water & Gas
Department: Water, Sewer & Gas
Date: 11/6/2018
Subject: Purchase – Vermeer RTX450 Service Trencher

Budget Account/Project Name: 520-527-04700-00542-542500

Funding Source: Capital Budget

Budget Allocation: \$80,000.00

Budget Available: \$80,000.00

Requested Expense: \$57,000.00

Company of Purchase: Vermeer Southeast Sales

Description:

Staff recommends the approval to purchase a new Vermeer RTX450 Service trencher for the gas department.

Background:

Purchase of the Vermeer RTX450, will replace an older Vermeer V3550 trencher. The V3550 has a blown engine and a bad drive pump. The service trencher is crucial to both the gas and electric departments, which is used to install services to both home and businesses.

Attachment(s):

Bid – Vermeer South
Georgia Office
Alabama Office
Florida Office



Vermeer®

SOUTHEAST

Serving the Southeast.....since 1967

Vermeer Southeast Sales & Service

2965 McEver Road; Buford, GA 30518

PHONE: 404-557-7279 FAX: 770-973-7829

E-Mail: AndrewBetts@vermeersoutheast.com

July 10, 2018

Quote #98011

To: City of Monroe, GA
From: Andrew Betts
RE: Vermeer RTX450

Thank you for allowing us to quote you on the Vermeer RTX450 trencher. Your specs and pricing are as follows:

New Vermeer RTX450 Ride-on trencher

- 49 Horse Power Tier 4F Deutz Diesel Engine (2.9L)
- Front Planetary 68 series axle
- steerable Rear Planetary 68 series axle
- Diagnostic display on console
- Sauer Danfoss H1 Hydrostatic Pumps for ground drive & trencher drive circuits
- 26x12-12 Super Grip Air Filled Tires
- 60" 6-Way Backfill Blade with Joystick Control
- Grouped controls on right-hand side of operator's station
- Creep-override foot pedal on ground drive
- AutoTrench feature (similar to cruise control – monitors engine RPM and automatically adjusts ground speed to match)
- TR455 center mount trencher attachment
- 48" boom, 6" width
- Delivery & in-service training
- 1 year/1000 hour warranty

City of Monroe Price \$57,500

Additional options

Sliding offset trencher	\$4,600
Trench cleaner	\$ 500

***Quote good for 30 days**



Vermeer®
SOUTHEAST

Vermeer Southeast Sales

2231 Flint Drive
Ft Myers, FL 33916
Phone: (239) 337-5900
Fax: (239) 337-5901

Serving our valued partners in the SE since 1967

The City of Monroe, GA

We are pleased to present the following to your team:

New Vermeer RTX450 Ride-On Trencher:

49 HP Deutz 2.9 Tier 4F Diesel Powerplant

Standard Equipment Includes:

- Front and Rear Corner 6,800lb Planetary Axles (Heaviest Axle Structure of any machine in this HP class)
- Steerable rear axle
- 26" x 12" SuperGrip Tubeless Rubber Tires
- 48" Center Mount Trencher Assembly (Rear Attachment), 980lb Weight Kit (Front Attachment)
- 6-way Backfill Blade
- AutoCreep Control System and TrenchSense Control System
- Electronically adjustable trencher and ground drive hydraulics



Built with Vermeer's leading trencher industry technology the new RTX450 will provide you with increased productivity and efficiencies with features that will positively impact your ROI:

Critical productivity features include:

- **49HP Tier 4F Diesel Engine** delivers more horsepower than any competitive machine in its weight class
- **Fully Adjustable Auto-Creep** is an advanced productivity control system that matches ground drive speed to your maximum trenching speed. Auto-Creep is fully adjustable on the electronic display so the operator can set preferences based on ground conditions to maximize trenching speed.
- **Trench-Sense** is a system unique to Vermeer that senses any sharp drop in engine RPM while trenching. When this occurs the ground drive will stop and reverse briefly, the trencher chain will also stop and reverse slightly. When the engine RPM stabilizes the chain and ground drive will continue forward with the whole process taking place in a period of about 1 second. Trench-Sense prevents premature engine and hydraulic system wear caused by stalling.
- **High Capacity Hydraulic System** (highest in the industry) allows for more thorough heat transfer of the hydraulic fluid providing greater longevity of key hydraulic components in demanding conditions, and greater productivity (cooler fluid can maintain higher operating pressures)
- **Electronically Adjustable Trencher and Ground Drive** allows the operator to turn a dial to adjust chain speed and max creep rate independent of engine RPM. This translates to reduced wear on the chain and boom while still utilizing all of the available horsepower. Less down time and fewer chain replacements provide a lower total cost of ownership.
- **Maxi-Display** provides machine diagnostic and engine information directly to the operator.
- **Available QUAD-TRACK System** allows for full power to all four tracks for increased tractive effort and stability, reduced surface damage, improved flotation and maneuverability (crab steer feature)

Total Investment - \$59,900

Additional options

Trench cleaner – add \$500

Sliding offset trencher – add \$4,600



Vermeer Southeast Sales & Service, Inc.
2950 Pinson Valley Parkway
Birmingham, AL 35217

QUOTE

Date: 10/30/18

Sales Rep: Kris Olin

Customer Information:

City of Monroe
215 North Broad Street
Monroe, GA 30655

Delivered to:

Same

Contact Name: Brian Pittman
Phone Number: 770-266-5393

Payment method: PO

Qty	DESCRIPTION and SERIAL #	Unit Price	TOTAL
1	2018 Vermeer RTX450 Trencher 74hp Deutz tier 4 final diesel engine Rear steerable 68 series axle Front 68 series axle 60" 6 way backfill blade with extensions 980lb front weight kit Center mount trencher 48" boom; 6" wide shark/cup combo chain Smartrench technology 1 year/1000 hour warranty	\$ 64,500.00	\$ 64,500.00
	Add sliding offset feature	\$ 4,600.00	\$ -
	Add trench cleaner	\$ 500.00	\$ -

THANK YOU FOR YOUR BUSINESS!

TERMS:

SubTotal	\$ 64,500.00
Tax	
Total	\$ 64,500.00
Less Down	
Payment	
Balance Due	\$ 64,500.00

All warranties, if any, made with respect to this equipment are those warranties made by the Manufacturer. Dealer makes no warranties express or implied, including, but not limited to, warranties of MERCHANTABILITY AND FITNESS OF A PARTICULAR PURPOSE.

Customer _____



To: City Council, Committee, City Administrator
From: Brian Thompson
Department: Telecom
Date: 10/06/2018
Subject: Purchase -Redundant Server System

Budget Account/Project Name: CIP

Funding Source: CIP

Budget Allocation: \$225,000.00

Budget Available: \$225,000.00

Requested Expense: \$68,845.73

Company of Purchase: Dell

Description:

Staff Recommends the approval for the purchase of the Redundant Server Systems for all back-office ISP processes.

Background:

Existing Server is at end of life and is not redundant. These servers control the end users to the internet. The new Dell servers will be redundant, expandable and come with 3 years of service included. Curvature's bid seems to be lower, but it is not a complete quote.

Attachment(s):

Request – 14

Quotes – Dell, Curvature, Netsource and Logista



A quote for your consideration!

Based on your business needs, we put the following quote together to help with your purchase decision. Please review your quote details below, then contact your sales rep when you're ready to place your order.

Total: \$68,845.73

Quote number: 3000029665565.1	Quote date: Oct. 9, 2018	Quote expiration: Nov. 8, 2018	Solution ID: 10155195	Deal ID: 16571002
Company name: CITY OF MONROE	Customer number: 5728579	Phone: (770) 267-7536		
Sales rep information: Landon Becker Landon_Becker@Dell.com (800) 456-3355 Ext: 5138244	Billing Information: CITY OF MONROE PO BOX 1249 MONROE GA 30655-1249 US (770) 267-7536			

Pricing Summary

Item	Qty	Unit Price	Subtotal
APC Smart-UPS X 3000VA RT 2U U PS Battery Backup with Network Management Card (SMX3000RMLV2 UNC)	1	\$1,644.11	\$1,644.11
Storage & Availability - [dellstar_1110_storage]	1	\$19,781.72	\$19,781.72
APC Netshelter SX 42U Rack - 6 00mm x 1070mm Black	1	\$1,193.79	\$1,193.79
APC 24-Outlet Basic Rack Power Distribution Unit - Zero U	2	\$270.80	\$541.60
PowerEdge R640 - [AMER_R640_12232]	3	\$10,219.50	\$30,658.50
PowerEdge R640 - with VCenter	1	\$14,201.06	\$14,201.06
Subtotal:			\$68,020.78
Shipping:			\$824.95
Environmental Fees:			\$0.00
Non-Taxable Amount:			\$68,845.73
Taxable Amount:			\$0.00
Estimated Tax:			\$0.00
Total:			\$68,845.73

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

Dear Customer,

Your Quote is detailed below; please review the quote for product and information accuracy. If you find errors or desire certain changes please contact me as soon as possible.

Regards,
Landon Becker

Order this quote easily online through your [Premier page](#), or if you do not have Premier, using [Quote to Order](#)

Group 1 - Group 1

Shipping Contact: RECEIVING DEPT	Shipping phone: (770) 267-7536	Shipping via: Express Delivery	Shipping Address: 227 SOUTH BROAD ST MONROE GA 30655-2117 US
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SKU	Description	Qty	Unit Price	Subtotal
	APC Smart-UPS X 3000VA RT 2U U PS Battery Backup with Network Management Card (SMX3000RMLV2 UNC)	1	\$1,644.11	\$1,644.11
	Estimated delivery date: Oct. 23, 2018 Contract No: 99AGZ Customer Agreement No: MHEC-07012015			
A4488719	APC Smart-UPS X 3000VA RT 2U UPS Battery Backup with Network Management Card (SMX3000RMLV2UNC)	1	-	-
SKU	Description	Qty	Unit Price	Subtotal
	Storage & Availability - [dellstar_1110_storage]	1	\$19,781.72	\$19,781.72
	Estimated delivery date: Oct. 17 - 22, 2018 Contract No: 99AGZ Customer Agreement No: MHEC-07012015			
210-AJMO	VMware vSAN Enterprise	1	-	-
332-1286	US Order	1	-	-
808-4208	ProSupport for Software, VMware, Contract, 1 Year	1	-	-
929-3709	Thank you for Your Order	1	-	-
935-6720	Thank you for Your Order	1	-	-
634-BHUI	VMware vSAN Enterprise, 1CPU, 1YR	4	-	-
810-5115	ProSupport for Software, VMware, VSAN 6 Enterprise for 1 Processor, 1 Year	4	-	-

SKU	Description	Qty	Unit Price	Subtotal
	APC Netshelter SX 42U Rack - 6 00mm x 1070mm Black	1	\$1,193.79	\$1,193.79
	Estimated delivery date: Oct. 11, 2018 Contract No: 99AGZ Customer Agreement No: MHEC-07012015			
A7067495	APC Netshelter SX 42U Rack - 600mm x 1070mm Black	1	-	-
SKU	Description	Qty	Unit Price	Subtotal
	APC 24-Outlet Basic Rack Power Distribution Unit - Zero U	2	\$270.80	\$541.60
	Estimated delivery date: Oct. 19, 2018 Contract No: 99AGZ Customer Agreement No: MHEC-07012015			
A7287249	APC 24-Outlet Basic Rack Power Distribution Unit - Zero U	2	-	-
SKU	Description	Qty	Unit Price	Subtotal
	PowerEdge R640 - [AMER_R640_12232]	3	\$10,219.50	\$30,658.50
	Estimated delivery date: Oct. 15 - 18, 2018 Contract No: 99AGZ Customer Agreement No: MHEC-07012015			
210-AKWU	PowerEdge R640 Server	3	-	-
329-BDKC	PowerEdge R640 Motherboard	3	-	-
461-AADZ	No Trusted Platform Module	3	-	-
321-BCQL	2.5 Chassis with up to 10 Hard Drives and 3PCIe slots	3	-	-
340-BKNE	PowerEdge R640 Shipping	3	-	-
340-BLUC	PowerEdge R640 x4 and x10 Drive Shipping Material	3	-	-
338-BLUS	Intel Xeon Silver 4114 2.2G, 10C/20T, 9.6GT/s , 14M Cache, Turbo, HT (85W) DDR4-2400	3	-	-
374-BBBX	No Additional Processor	3	-	-
370-ADNM	Blank for 1CPU Configuration	3	-	-
412-AAIQ	Standard 1U Heatsink	3	-	-
370-ADNU	2666MT/s RDIMMs	3	-	-
370-AAIP	Performance Optimized	3	-	-
780-BCDI	No RAID	3	-	-

405-AAJU	HBA330 12Gbps SAS HBA Controller (NON-RAID), Minicard	3	-	-
403-BBPZ	BOSS controller card + with 2 M.2 Sticks 240G (RAID 1),LP	3	-	-
634-BLVU	VMware ESXi 6.5 U2 Embedded Image	3	-	-
421-5736	No Media Required	3	-	-
385-BBKT	iDRAC9,Enterprise	3	-	-
528-BBWT	OME Server Configuration Management	3	-	-
528-BCBW	iDRAC Digital License	3	-	-
379-BCQY	iDRAC Group Manager, Disabled	3	-	-
379-BCSG	iDRAC,Legacy Password	3	-	-
330-BBGY	Riser Config 4, 2x16 LP	3	-	-
555-BCKP	Intel X710 Quad Port 10Gb DA/SFP+ Ethernet, Network Daughter Card	3	-	-
815-9081	Virtual SAN Ready Node,3 Years	3	-	-
429-AAIQ	No Internal Optical Drive	3	-	-
384-BBPR	5 Standard Fans for R640	3	-	-
450-ADWS	Dual, Hot-plug, Redundant Power Supply (1+1), 750W	3	-	-
350-BBBW	No Bezel	3	-	-
350-BBJT	Dell EMC Luggage Tag for x10	3	-	-
350-BBKC	Quick Sync 2 (At-the-box mgmt)	3	-	-
384-BBBL	Performance BIOS Settings	3	-	-
800-BBDM	UEFI BIOS Boot Mode with GPT Partition	3	-	-
770-BBBL	ReadyRails Sliding Rails With Cable Management Arm	3	-	-
631-AACK	No Systems Documentation, No OpenManage DVD Kit	3	-	-
332-1286	US Order	3	-	-
634-BJBD	OpenManage Integration for VMware vCenter - 1 host increment, 3 year license - Digitally Fulfilled	3	-	-
813-9255	Dell Hardware Limited Warranty Plus On-Site Service	3	-	-
813-9262	ProSupport: Next Business Day On-Site Service After Problem Diagnosis, 3 Years	3	-	-
813-9274	ProSupport: 7x24 HW/SW Technical Support and Assistance, 3 Years	3	-	-

989-3439	Thank you choosing Dell ProSupport. For tech support, visit //www.dell.com/support or call 1-800- 945-3355	3	-	-
804-6748	ProDeploy Dell Server R Series 1U/2U - Deployment	3	-	-
804-6749	ProDeploy Dell Server R Series 1U/2U - Deployment Verification	3	-	-
815-4076	ProDeploy Add-On: VMware vSAN (Requires ProDeploy)	3	-	-
370-ADND	16GB RDIMM, 2666MT/s, Dual Rank	12	-	-
400-AXOP	1.92TB SSD SAS Read Intensive 12Gbps 512 2.5in Hot-plug AG Drive, 1 DWPD, 3504 TBW	6	-	-
400-ASEM	400GB SSD SAS Write Intensive 12Gbps 512n 2.5in Hot-plug Drive, PX05SM,10 DWPD,7300 TBW	6	-	-
555-BCKN	Intel X710 Dual Port 10Gb Direct Attach, SFP+, Converged Network Adapter, Low Profile	3	-	-
450-AALV	NEMA 5-15P to C13 Wall Plug, 125 Volt, 15 AMP, 10 Feet (3m), Power Cord, North America	6	-	-
634-BHBX	vSphere Standard 1CPU License, 1Y Subscription w/Dwngrd Rights	3	-	-

SKU	Description	Qty	Unit Price	Subtotal
	PowerEdge R640 - with VCenter	1	\$14,201.06	\$14,201.06
	Estimated delivery date: Oct. 15 - 18, 2018			
	Contract No: 99AGZ			
	Customer Agreement No: MHEC-07012015			
210-AKWU	PowerEdge R640 Server	1	-	-
329-BDKC	PowerEdge R640 Motherboard	1	-	-
461-AADZ	No Trusted Platform Module	1	-	-
321-BCQL	2.5 Chassis with up to 10 Hard Drives and 3PCIe slots	1	-	-
340-BKNE	PowerEdge R640 Shipping	1	-	-
340-BLUC	PowerEdge R640 x4 and x10 Drive Shipping Material	1	-	-
338-BLUS	Intel Xeon Silver 4114 2.2G, 10C/20T, 9.6GT/s , 14M Cache, Turbo, HT (85W) DDR4-2400	1	-	-
374-BBBX	No Additional Processor	1	-	-
370-ADNM	Blank for 1CPU Configuration	1	-	-
412-AAIQ	Standard 1U Heatsink	1	-	-

370-ADNU	2666MT/s RDIMMs	1	-	-
370-AAIP	Performance Optimized	1	-	-
780-BCDI	No RAID	1	-	-
405-AAJU	HBA330 12Gbps SAS HBA Controller (NON-RAID), Minicard	1	-	-
403-BBPZ	BOSS controller card + with 2 M.2 Sticks 240G (RAID 1),LP	1	-	-
634-BLVU	VMware ESXi 6.5 U2 Embedded Image	1	-	-
421-5736	No Media Required	1	-	-
385-BBKT	iDRAC9,Enterprise	1	-	-
528-BBWT	OME Server Configuration Management	1	-	-
528-BCBW	iDRAC Digital License	1	-	-
379-BCQY	iDRAC Group Manager, Disabled	1	-	-
379-BCSG	iDRAC,Legacy Password	1	-	-
330-BBGY	Riser Config 4, 2x16 LP	1	-	-
555-BCKP	Intel X710 Quad Port 10Gb DA/SFP+ Ethernet, Network Daughter Card	1	-	-
815-9081	Virtual SAN Ready Node,3 Years	1	-	-
429-AAIQ	No Internal Optical Drive	1	-	-
384-BBPR	5 Standard Fans for R640	1	-	-
450-ADWS	Dual, Hot-plug, Redundant Power Supply (1+1), 750W	1	-	-
350-BBBW	No Bezel	1	-	-
350-BBJT	Dell EMC Luggage Tag for x10	1	-	-
350-BBKC	Quick Sync 2 (At-the-box mgmt)	1	-	-
384-BBBL	Performance BIOS Settings	1	-	-
800-BBDM	UEFI BIOS Boot Mode with GPT Partition	1	-	-
770-BBBL	ReadyRails Sliding Rails With Cable Management Arm	1	-	-
631-AACK	No Systems Documentation, No OpenManage DVD Kit	1	-	-
332-1286	US Order	1	-	-
634-BJBD	OpenManage Integration for VMware vCenter - 1 host increment, 3 year license - Digitally Fulfilled	1	-	-
813-9255	Dell Hardware Limited Warranty Plus On-Site Service	1	-	-

813-9262	ProSupport: Next Business Day On-Site Service After Problem Diagnosis, 3 Years	1	-	-
813-9274	ProSupport: 7x24 HW/SW Technical Support and Assistance, 3 Years	1	-	-
989-3439	Thank you choosing Dell ProSupport. For tech support, visit //www.dell.com/support or call 1-800- 945-3355	1	-	-
804-6748	ProDeploy Dell Server R Series 1U/2U - Deployment	1	-	-
804-6749	ProDeploy Dell Server R Series 1U/2U - Deployment Verification	1	-	-
815-4076	ProDeploy Add-On: VMware vSAN (Requires ProDeploy)	1	-	-
370-ADND	16GB RDIMM, 2666MT/s, Dual Rank	4	-	-
400-AXOP	1.92TB SSD SAS Read Intensive 12Gbps 512 2.5in Hot-plug AG Drive, 1 DWPDP, 3504 TBW	2	-	-
400-ASEM	400GB SSD SAS Write Intensive 12Gbps 512n 2.5in Hot-plug Drive, PX05SM,10 DWPDP,7300 TBW	2	-	-
555-BCKN	Intel X710 Dual Port 10Gb Direct Attach, SFP+, Converged Network Adapter, Low Profile	1	-	-
450-AALV	NEMA 5-15P to C13 Wall Plug, 125 Volt, 15 AMP, 10 Feet (3m), Power Cord, North America	2	-	-
634-BHBX	vSphere Standard 1CPU License, 1Y Subscription w/Dwngrd Rights	1	-	-
634-BHBL	VMware vCenter Standard License, 1yr Subscription w/Dwngrd Rights, NFI	1	-	-
			Subtotal:	\$68,020.78
			Shipping:	\$824.95
			Environmental Fees:	\$0.00
			Estimated Tax:	\$0.00
			Total:	\$68,845.73

Unless you have a separate written agreement that specifically applies to this order, your order is subject to [Dell's Terms of Sale](#) (for consumers the terms include a binding arbitration provision). Please see the legal disclaimers below for further information.

Important Notes

Terms of Sale

Unless you have a separate written agreement that specifically applies to this order, your order will be subject to and governed by the following agreements, each of which are incorporated herein by reference and available in hardcopy from Dell at your request: Dell's Terms of Sale (www.dell.com/learn/us/en/uscorp1/terms-of-sale), which include a binding consumer arbitration provision and incorporate Dell's U.S. Return Policy (www.dell.com/returnpolicy) and Warranty (for [Consumer warranties](#) ; for [Commercial warranties](#)).

If this purchase includes services: in addition to the foregoing applicable terms, the terms of your service contract will apply ([Consumer](#); [Commercial](#)). If this purchase includes software: in addition to the foregoing applicable terms, your use of the software is subject to the license terms accompanying the software, and in the absence of such terms, then use of the Dell-branded application software is subject to the Dell End User License Agreement - Type A (www.dell.com/AEULA) and use of the Dell-branded system software is subject to the Dell End User License Agreement - Type S (www.dell.com/SEULA).

If your purchase is for Mozy, in addition to the foregoing applicable terms, your use of the Mozy service is subject to the terms and conditions located at <https://mozy.com/about/legal/terms>.

If your purchase is for Boomi services or support, your use of the Boomi Services (and related professional service) is subject to the terms and conditions located at <https://boomi.com/msa>.

If this purchase is for (a) a storage product identified in the DELL EMC Satisfaction Guarantee Terms and Conditions located at

http://www.emc.com/collateral/sales/dellemc-satisfaction-guarantee-terms-and-conditions_ex-gc.pdf ("Satisfaction Guarantee") and (ii) three (3) years of a ProSupport Service for such storage product, in addition to the foregoing applicable terms, such storage product is subject to the Satisfaction Guarantee.

You acknowledge having read and agree to be bound by the foregoing applicable terms in their entirety. Any terms and conditions set forth in your purchase order or any other correspondence that are in addition to, inconsistent or in conflict with, the foregoing applicable online terms will be of no force or effect unless specifically agreed to in a writing signed by Dell that expressly references such terms.

Pricing, Taxes, and Additional Information

All product, pricing, and other information is valid for U.S. customers and U.S. addresses only, and is based on the latest information available and may be subject to change. Dell reserves the right to cancel quotes and orders arising from pricing or other errors. Please indicate any tax-exempt status on your PO, and fax your exemption certificate, including your Customer Number, to the Dell Tax Department at 800-433-9023. Please ensure that your tax-exemption certificate reflects the correct Dell entity name: **Dell Marketing L.P.**

Note: All tax quoted above is an estimate; final taxes will be listed on the invoice.

If you have any questions regarding tax please send an e-mail to Tax_Department@dell.com.

For certain products shipped to end-users in California, a State Environmental Fee will be applied to your invoice. Dell encourages customers to dispose of electronic equipment properly.

Account Executive: Michael Grady
Phone:
Fax:
Email: mgrady@curvature.com
Address:

Quote: 00743548
 Date : 2018-10-11
 Expires : 2018-11-10
 Payment Terms: NET 30

Customer:
 City of Monroe
 Justin Milligan
 (770) 266-5333
 jmilligan@monroega.gov
 www.ci.monroe.wa.us

Bill To:
 City of Monroe
 Justin Milligan

Ship To:
 City of Monroe
 Justin Milligan

Hardware and Software

Line	Product Name	QTY	Product Description	List Price	Sales Price	Total Price
1.0	DELL-PE-R640-BUN	1	DELL POWEREDGE R640 1U SERVER BUNDLE INCL. - (1) SILVER 4114 10C 2.2G CPU, (4) 16GB 2400MHZ RDIMM, (2) 1.92TB RI 12G SAS SSD, (2) 400GB WI 12G SAS SSD, HBA330, BOSS CARD W/ (2) 240GB SATA M.2, X710 QP NBC, (1) X520-DA2, IDRAC ENT, RAILS+CMA, 3YR NBD 5X10	18,990.00	9,385.00	9,385.00
2.0	VCS6-STD-C	1	VMware vCenter Server 6 Standard for vSphere 6 (Per Instance)	6,175.00	5,560.00	5,560.00
3.0	VCS6-STD-P-SSS-C	1	PROD SNS VCTR SERVER 6 STD VSPHERE 6 PER INSTANCE	1,544.00	1,544.00	1,544.00
4.0	VS6-STD-C	4	VSPHERE 6 STD 1 PROC	995.00	925.00	3,700.00
5.0	VS6-STD-P-SSS-C	4	PROD SNS VSPHERE 6 STD 1 PROC	323.00	323.00	1,292.00
6.0	ST6-EN-C	4	VSAN 6 ENT 1 PROC	5,655.00	3,795.00	15,180.00
7.0	ST6-EN-P-SSS-C	4	PROD SNS VSAN 6 ENT 1 PROC 1YR SLIC	1,414.00	1,414.00	5,656.00
8.0	AR3100	1	NETSHELTER SX 42U 600MMX1070MMD ENCL SIDES	1,890.00	1,290.00	1,290.00
9.0	SMX3000RMLV2UNC	1	APC SMART-UPS X 3000VA RACK/TOWER LCD 100-127V WITH NETWORK CARD	2,675.00	1,675.00	1,675.00
10.0	WS-C4900M	2	BASE SYSTEM WITH 8 X2 PORTS AND 2 HALF SLOTS, NO P/S	22,400.00	590.00	1,180.00
11.0	PWR-C49M-1000AC	4	POWER SUPPLY FOR THE WS-C4900M	1,150.00	115.00	460.00
12.0	WS-X4920-GB-RJ45	2	20 PORT 10/100/1000 RJ45	4,000.00	400.00	800.00

TOTAL LIST PRICE: 122,222.00
DISCOUNT: 74,500.00
DISCOUNT %: 61%

HARDWARE AND SOFTWARE SUBTOTAL USD: 47,722.00

SUBTOTAL: 47,722.00
FREIGHT: TBD
TAX (%):

Account Executive: Michael Grady
Phone:
Fax:
Email: mgrady@curvature.com

Quote: 00743548

Date : 2018-10-11

Expires : 2018-11-10

Payment Terms: NET 30

D&T: _____

TOTAL USD: 47,722.00

NOTES:

DELL R640 10X2.5' W/3SLOT INCL -

(1) SILVER 4114 10C 2.2G CPU

(4) 16GB DDR4-2400 RDIMM

(2) 400GB 12G SAS SSD WI

(2) 1.92TB 12G SAS SSD RI

(1) HBA330

(1) BOSS CARD W/(2) 240GB M.2 SSD

(1) X710 QUAD PORT NDC

(1) X520-DA2

(2) 750W POWER SUPPLY

RAILS+CMA

IDRAC ENT

3YR NBD BASIC 5X10 NBD SUPPORT

Freight and taxes TBD depending upon shipping location and terms. Curvature's standard terms and conditions for the sale of equipment are incorporated by reference into this Quote and shall govern the sale of the products set forth above (collectively, the "Products"). Such terms and conditions are posted at the following page:

<https://www.curvature.com/PoliciesAndWarranty#TermsAndConditionsEQ>.

Curvature's warranty for the Products can be found at the following page: <https://www.curvature.com/PoliciesAndWarranty#Warranty>.

Curvature's return policy for the Products can be found at the following page:

<https://www.curvature.com/PoliciesAndWarranty#ProductReturns>.

The Products are sold and exported in accordance with all applicable laws including, but not limited to, the US Export Administration Regulations administered by the US Department of Commerce, the European Union 428/2009 export regulations, Singapore's Strategic Goods Control Act, and all other applicable import and export laws. Diversion contrary to any such laws is prohibited. By accepting delivery of the Products, Customer and, if applicable, it's appointed agent, are thereby agreeing to comply with all such laws. Curvature may require Customer to sign an Export Control Certification and provide further details regarding Customer's intentions for the Products (including final destination, intended end use and intended end user) prior to delivery. Failure to provide such certification and information upon request may result in Curvature's cancellation of this Quote and its offer to sell the Products.

ACCEPTED

City of Monroe

Signature: _____

Name: _____

Title: _____

Server Hardware	Quantity
Dell PowerEdge R640	4
2.5" Chassis with up to 10 Hard Drives and 3PCIe slots	4
Intel Xeon Silver 4114 2.2G, 10C/20T, 9.6GT/s, 14M Cache, Turbo, HT (85W) DDR4-2400	4
Single CPU	4
HBA330 12Gbps SAS HBA Controller (NON-RAID), minicard	4
BOSS controller card + with 2 M.2 Sticks 240G (RAID 1), LP	4
iDRAC9, Enterprise	4
Riser Config 4, 2x16 LP	4
Intel X710 Quad Port 10Gb DA/SFP+ Ethernet, Network Daughter Card	4
Intel X520 Dual Port 10Gb, SFP+, Low Profile	4
Dual, Hot-plug, Redundant Power Supply (1+1), 750W	4
Ready Rails with Cable Management Arm	4
16GB RDIMM, 2666MT/s, Dual Rank	16
1.92TB SSD SAS Read Intensive 12Gbps 512 2.5in Hot-plug AG Drive, 1DWPD, 3504 TBW	8
400GB SSD SAS Write Intensive 12Gbps 512n 2.5in Hot-plug Drive, PX05SM, 10 DWPD, 7300 TBW	8
NEMA 5-15P to C13 Wall Plug, 125 volt, 15 Amp, 10 feet (3m), Power Cord, North America	8
VMWare Licensing	
Four VMWare vSphere Standard 1CPU License (1 year support)	4
Four VMWare vSAN Enterprise 1CPU License (1 year support)	4
One VMWare vCenter Standard (1 year support)	1
VMware Production support is included within each license quoted	
Rack	
42U Data Center rack - 600mm x 1070mm (Dell or APC)	1
APC - AR3100	
UPS	
APC SMX3000RMLV2 UNC	1
10GE Switches	
WS-C4900M (Cisco 4900M Switch) - switch is EOL/EOS from Cisco - limited 90 day warranty available	2
PWR-C49M- 1000AC (Power Supply Module)	4
WS-X4920-GB-RJ45 (20 port 1GE rj45 module)	2

HPE DL360 Gen10 8SFF CTO Server	4
U.S. - English localization	4
HPE DL360 Gen10 Xeon-S 4114 FIO Kit	4
HPE 16GB 1Rx4 PC4-2666V-R Smart Kit	16
Factory integrated	16
HPE DL360 Gen10 2SFF SAS/SATA Bkpln Kit	4
Factory integrated	4
HPE 400GB SAS 12G WI SFF SC DS SSD	16
Factory integrated	16
HPE 240GB SATA RI SFF SC DS SSD	8
Factory integrated	8
HPE 1.92TB SATA RI SFF SC DS SSD	16
Factory integrated	16
HPE Ethernet 10Gb 2-port 562SFP+ Adptr	8
Factory integrated	8
HPE 96W Smart Storage Battery 145mm Cbl	4
Factory integrated	4
HPE Smart Array P816i-a SR Gen10 Ctrlr	4
Factory integrated	4
HPE Ethernet 10Gb 2-port 562FLR-SFP+Adpt	4
Factory integrated	4
HPE 800W FS Plat Ht Plg LH Pwr Sply Kit	8
Factory integrated	8
HPE 1.83m 10A C13-UL Dom Pwr Cord	8
Factory integrated	8
HPE iLO Adv Security Lic 3yr Support	4
Factory integrated	4
HPE 1U CMA for Easy Install Rail Kit	4
Factory integrated	4
HPE 1U Gen10 SFF Easy Install Rail Kit	4
Factory integrated	4
HPE 3Y Foundation Care 24x7 Service	4
HPE DL360 Gen10 Support	4

Price	Extended
-------	----------

See below for HP quote

\$ 1,125.00	\$ 4,500.00
\$ 6,049.00	\$ 24,196.00
\$ 6,499.00	\$ 6,499.00

\$ 1,290.00	\$ 1,290.00
-------------	-------------

\$ 1,525.00	\$ 1,525.00
-------------	-------------

\$ 2,400.00	\$ 4,800.00
\$ 300.00	\$ 1,200.00
\$ 750.00	\$ 1,500.00

\$ 15,625.00 \$ 62,500.00

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Sales Proposal 10429

Netsource Global Inc.

132

Date 10/9/2018

Terms

NET 30

Valid for

30 days

SO

0

Customer	Ship To	Proposal by
City of Monroe 215 North Broad St. Monroe, GA 30655 UNITED STATES	City of Monroe 215 North Broad St. Monroe, GA 30655 UNITED STATES	Netsource Global Inc. 915 Saint Vincent Ave Santa Barbara, CA 93101 UNITED STATES
Attn: Justin Milligan Phone: 770-266-5349 Email: jmilligan@monroeGA.gov	Attn: Justin Milligan Phone: 770-266-5349 Email: jmilligan@monroeGA.gov	Attn: Kyle Jolly

Item	CLEI	Mfgr	Description	Qty	Unit Price	Extended
R640		DELL	Dell PowerEdge R640 Server - Configured as follows: 1 x Dell PowerEdge R640 2.5" Chassis with up to 8 Hard Drives and 3 PCIe Slots 1 x Intel Silver 4114 10C 2.2Ghz 13.75M DDR4-2400 85W 1 x Dell R640/740 Heat Sinks 4 x Dell 16GB DDR4 Registered 1 x Dell HBA330 12Gbs Adapter LP 2 x Dell 400GB 12Gbps SAS Write Intensive MLC 2.5 SSD PX05SMB040 2 x Dell 1.92TB 12Gbps SAS Read Intensive TLC 2.5 SSD PM1633a 1 x Dell/Intel X710 DP 10Gb DA/SFP+, I350 DP 1GbE Network Daughter Card 1 x Dell/Intel X520-DA2 10Gb DP SFP+ CNA LP 1 x iDRAC9 Enterprise 1 x Dell 14th Gen 1U Front Bezel 1 x Dell 1U Sliding Ready Rails and Cable Management 1 x Custom Configuration and Full Testing, Full Firmware Updates 2 x Dell 750W 80 Plus Platinum Efficiency Power Supplies 2 x Standard Power Cord(s) - Qty to Match Power Supplies 1 x Dell BOSS Controller Low Profile Card with 2x240GB M.2 SSD (RAID 1) 1 x 5 Years Dell Next Business Day Onsite Service	4	8,175.00	32,700.00
VS6-STD-C		VMWARE	VSPHERE 6 STD 1 PROC LICS	4	1,100.00	4,400.00
VS6-STD-P-SSS-C		VMWARE	PROD SNS VSPHERE 6 STD 1 PROC SLIC 1YR	4	380.00	1,520.00
ST6-EN-C		VMWARE	VSAN 6 ENT 1 PROC LICS	4	4,855.00	19,420.00

Item	CLEI	Mfgr	Description	Qty	Unit Price	133	ed
VCS6-STD-P-SSS-C		VMWARE	PROD SNS VCTR SERVER 6 STD SLIC VSPHERE 6	1	1,645.00		00
VCS6-STD-C		VMWARE	VCTR SERVER 6 STD VSPHERE 6 PERLICS INSTANCE	1	6,620.00	6,620.00	
ST6-EN-P-SSS-C		VMWARE	PROD SNS VSAN 6 ENT 1 PROC 1YR SLIC	4	4,385.00	17,540.00	
AR3100		APC	APC NetShelter SX 19" Server Rack - 42U Refurbished - Lifetime Warranty	1	815.00	815.00	
SMX3000RMLV2UNC		APC	APC SMART UPS x 30000VA Rack/Tower Refurbished - Lifetime Warranty	1	1,280.00	1,280.00	
WS-C4900M		CISCO	Base system with 8 X2 ports and 2 half slots Refurbished - Lifetime Warranty	2	550.00	1,100.00	
PWR-C49M-1000AC		CISCO	4900M AC power supply, 1000 watts Refurbished - Lifetime Warranty	4	125.00	500.00	
WS-X4920-GB-RJ45		CISCO	20 port 10/100/1000 RJ45 Refurbished - Lifetime Warranty	2	315.00	630.00	
					Your Price	88,170.00	

Freight and Taxes TBD. Subject to a 20% restocking fee if returned without defect within 30 days. Software, licenses and warranties may not be returned.



To: City Council, Committee, City Administrator
From: Brian Thompson
Department: Telecom
Date: 10/6/2018
Subject: Purchase – Redundant Arris C4 CMTS

Budget Account/Project Name: CIP

Funding Source: CIP

Budget Allocation: \$225,000.00

Budget Available: \$156,154.27

Requested Expense: \$39,770.00

Company of Purchase: Netsource Global

Description:

Staff recommends the approval for the purchase of a redundant Arris C4 CMTS, to increase bandwidth and create redundancy in the CATV internet system

Background:

Existing CMTS has a total of 608Mbps per downstream. By adding another CMTS we will double system capacity 1.216G delivered to the same number of end users and create a totally redundant RF IP system.

Attachment(s):

Request – 3

Quotes – AMT, Netsource Global



3150 SW 15th Street
Deerfield Beach, FL 33442
Phone: 888-293-5856

This Quote is Valid for 30 Days from

9/24/2018

To: City of Monroe

Reference #: C4 CMTS Proposal

Notes:

Line	Brand	Part Number	Description	QTY	Item Price		Total
1	Chassis Components & Power Supplies						
2	Arris	782354VRK	C4, VR Duplex Chassis Kit: Two RCMs, TWO SCMS & Pics, (No CAMs) (Verified Refurbished) DC Power Cables not included and must be purchased with kit.	1	\$ 6,322.00		\$6,322.00
3	Arris	782321VRK	Classic 32D CAM Kit (Active): 1 32D CAM, PIC, and SW Note: Requires Rel 7.4 or higher (Verified Refurbished)	5	\$ 3,706.00		\$18,530.00
4	Arris	790562VRK	VR C4 24U CAM Kit (Even): 1 CAM, 1 Even PIC, and 24 SW licenses	3	\$ 1,778.00		\$5,334.00
5	Arris	790563VRK	VR C4 24U CAM Kit (Odd): 1 CAM, 1 Odd PIC, and 24 SW licenses	4	\$ 1,778.00		\$7,112.00
6	Arris	722873	XFP Optical Interface, 10GBase-SR, 850nm.	0	\$ 498.13		\$0.00
7	Arris	802685	C4 CMTS GE Universal Power Supply Assembly, Low Line	1	\$ 3,800.00		\$3,800.00
8	Arris	713901	For GE Low Line 110VAC N.A. Input Cord, NEMA 5-15 Plug/C13, 15A	4	\$ 28.00		\$112.00
9	Arris	708985	C4 Blue Power Cable for -48V DC.	1	\$ 156.17		\$156.17
10	Arris	708986	C4 Red Power Cable for -48V DC.	1	\$ 156.17		\$156.17
11	Arris	785177VR	C4 Module Blank Front Panel	5	\$ 20.00		\$100.00
12	Arris	708930VR	C4 Module Blank Rear Panel	7	\$ 17.00		\$119.00
13	Redundant Hardware & Upgrade Hardware & Licenses						
14	Arris	782322VRK	Classic 32D CAM Kit (Spare): 1 32D CAM, CAM PIC, and SW Note: Requires Rel 7.4 or higher (Verified Refurbished)	0	\$ 3,706.00		\$0.00
15	Arris	790564VRK	VR C4 24U CAM Kit (Spare): 1 CAM, 1 Spare PIC, and 24 SW licenses	0	\$ 1,778.00		\$0.00
16							
17	Installation Services						
18	AMT	Prof Service	Estimated Installation Services: Includes Configuration, Testing, and First Modem Provisioning Support, Assumes Customer performing Rack, Stack, Cabling, and Combining. 1 Week Onsite including Travel and Pre Trip remote support for up to 2 hours,	0	\$ 8,000.00		\$0.00
19							
20	SLA: Firmware Upgrades & Technical Support						
21	Arris	708387	C4 Gold Support, 7x24 Tech support, SW updates, SW upgrades, Required at time of Purchase , Annual Renewal	1	7% of Purch Price		\$2,921.89

Total

\$44,663.23



Sales Proposal 10272

Netsource Global Inc.

136

Date 9/6/2018

Terms NET 30

Valid for 30 days

SO 0

Customer	Ship To	Proposal by
City of Monroe 215 North Broad St. Monroe, GA 30655 UNITED STATES	City of Monroe 215 North Broad St. Monroe, GA 30655 UNITED STATES	Netsource Global Inc. 915 Saint Vincent Ave Santa Barbara, CA 93101 UNITED STATES
Attn: Justin Milligan Phone: 770-266-5349 Email: jmilligan@monroega.gov	Attn: Justin Milligan Phone: 770-266-5349 Email: jmilligan@monroega.gov	Attn: Kai Jolly Phone: 805-770-2629 Email: kai@netsourceglobal.com

Item	CLEI	Mfgr	Description	Qty	List Price	Disc %	Unit Price	Extended
CHAS-00210W		ARRIS	Cadant C4 CMST Chassis	1	0.00	0.00	750.00	750.00
PCM-0148AB		ARRIS	PCM-0148AB:Arris Power Conditioning Module	2	0.00	0.00	175.00	350.00
FAN-02210W		ARRIS	HIGH SPEED FAN MODULE	3	0.00	0.00	50.00	150.00
PWR-12410N		ARRIS	PWR-12410N 3600W Front End PowerSupply Rectifier 48V	1	0.00	0.00	950.00	950.00
MOD-F0002W		ARRIS	MOD-F0002W:Arris Filler Panel	1	0.00	0.00	50.00	50.00
RCM-01000W		ARRIS	ARRIS Router Control Module	2	0.00	0.00	1,950.00	3,900.00
PICS-20440W		ARRIS	PICS-20440W:Cadant PIC-SCM (E)	1	0.00	0.00	175.00	175.00
SCM-02441W		ARRIS	ARRIS System Control Module	2	0.00	0.00	1,250.00	2,500.00
722891		ARRIS	722891:Cable Crossover	1	0.00	0.00	95.00	95.00
CAM-20032W		ARRIS	CAM-20032W:Classic XD CAM	5	0.00	0.00	2,950.00	14,750.00
CAM-01240W		ARRIS	24U Cable Access Module (CAM) DOCSIS 3.0	7	0.00	0.00	2,300.00	16,100.00
							Your Price	39,770.00

Freight and Taxes TBD. Subject to a 20% restocking fee if returned without defect within 30 days. Software, licenses and warranties may not be returned.



To: City Council, Committee, City Administrator
From: Brian Thompson
Department: Telecom
Date: 10/6/2018
Subject: Purchase – Optical Transport System

Budget Account/Project Name: CIP

Funding Source: CIP

Budget Allocation: \$225,000.00

Budget Available: \$116,384.27

Requested Expense: \$54,046.91

Company of Purchase: MEGA Hertz

Description:

Staff Recommends the approval for the purchase of a redundant forward and reverse optical transport system for our CATV internet system

Background:

Current configuration of our optical transport system consists of CMTS signals from City Hall distributed to the end user. If approved the new configuration will employ two CMTSs, one at the Headend and one at City Hall. Either could run the whole system if there was a failure but running together they double capacity to each node. What we are asking to purchase is the optical equipment that allows the second CMTS to operate.

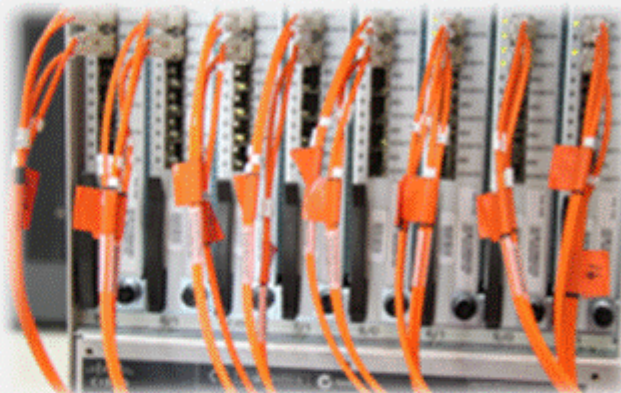
Attachment(s):

Request – 1

Quotes – (2) AMT, Netsource Global

To meet your project goals, expectations and future requirements, this proposal has been designed with Best-in-Class technologies!

- **Multi-Vendor Multi-Technology System Solutions** (HFC; RFOG; IPTV; FTTH; IP; DOCSIS; MPEG; Multi-Screen; OTT & Satellite), *to take you into the future!*
- **Project Planning, Design & Management**, *you can rely on!*
- **Integration, Activation & Certification**, *that will exceed your expectations!*
- **"Fractional Engineering" Resources, Knowledge & Support**, *you can depend on!*
- **Customized Lease Financing**, *designed to match your budget, cash flow and ROI objectives!*



MEGA HERTZ - meg·a·hertz (mĕg'ə-hûrts') Abbr.
LONGEVITY, KNOWLEDGE & ASSETS, YOU CAN COUNT ON!

- 41 Years of,
 - "Unique" Multi-Vendor-System-Solutions (MVSS),
 - Engineering, Integration & Activation Services, that
 - Support the deployment of advanced technologies,
 - in HFC, RFOG, IPTV, FTTx, MPEG, IP, IT, DOCSIS & Satellite networks.

Proposed to:
Mike McGuire
City of Monroe
215 North Broad
Street
P.O. Box 725
Monroe, GA 30655



9620 Bartlett Circle
Fort Worth, TX 76103
Fax: 817-529-0139

Sandra Sujak
sandrasujak@go2mhz.com
800-883-8839 x138

For faster order processing send all purchase orders to
purchaseorder@go2mhz.com or fax to 817-529-0745

MHz Proposal SS020-560

Date 10/30/20

Expires 11/19/2018

Our Engineering & Integrated Services Department is ready to help you with this or any other project you may have.
Please feel free to contact me for further details regarding our onsite & remote engineering services.

MHz#	Description	Price	Qty	Extend
Prisma II Product Description				
210-10556	P2 HD 1310 nm Tx, Standard, 12 dBm, SC/APC	\$1,988.25	10	\$19,882.50
210-1022	(P2-HD-RXR-SA)HD Dual Rev Rx,5-90MHz,Std,SA	\$660.25	40	\$26,410.00
210-1020	(P2-HM)HD Host Module	\$120.75	3	\$362.25
210-3467	(P2-XD-CH-F-ICIM)XD Chassis,F Conn,ICIM	\$1,295.80	3	\$3,887.40
210-2129	Prisma II XD PS,90-264VAC to -48VDC	\$345.00	3	\$1,035.00
Combining Network Product Description				
MN4-2TCPF	MAXNET DUAL 4-WAY COMBINER, F	\$110.70	20	\$2,214.00
MN5B	MAXNET 5RU 19' VERTICAL CHASSIS W/BARS	\$127.88	2	\$255.76

Freight: Shipments will be made F.O.B. Shipping Point and charges will appear as a separate line item on Mega Hertz invoices.

Total: \$54,046.91

Ask us about **CUSTOMIZED LEASE FINANCING**

- Solutions designed to match your budget, cash flow and ROI objectives
- Interim financing during the project integration phase
- Graduated payments to match the timing of future revenue
- Fixed rate financing with monthly payment terms from 2 to 84 months
- \$1 buyout at the end of the lease-purchase term



NETWORK SUPPLY SERVICES, INC.

1014 Karlee Blvd
Loganville, GA 30052
Phone: (770) 554-9885
Fax: (770) 554-9886
Web: www.nssi4u.com

140

QUOTATION

Contact: Mike McGuire	Quote No: KF18-10-27
Company: City of Monroe, Utilities Dept.	Lead-time: 1 Week
Address: 420 North Broad Street Monroe, GA 30655	

Salesperson: Kaitlyn Flynn	Payment Terms: Net 30
Date of Quote: October 22, 2018	Currency: US

QTY	Part Number	Description	Price	Ext. Price
10	4010450	SA/Cisco Prisma II High Density Standard 1310nm Transmitter, 12dB, SC/APC (P2-HD-13TXTS-12-SA)	\$2,840.50	\$28,405.00
40	4012718	SA/Cisco Prisma II High Density Standard Dual Reverse Optical Receiver, SC/APC (P2-HD-RXR-SA)	\$895.00	\$35,800.00
40	591813	SA/Cisco 4 Way Splitter/Combiner Module, F Connector (9904RF)	\$75.00	\$3,000.00
3	4008281	SA/Cisco Prisma II Host Module (PS-HM)	\$192.00	\$576.00
3	4022058	SA/Cisco Prisma II XD Chassis, F Connector (P2-XD-CH-F)	\$1,200.00	\$3,600.00
3	1005444	SA/Cisco Prisma II XD Power Supply, 90-264V AC	\$549.00	\$1,647.00
3	4022060	SA/Cisco Prisma II XD Intelligent Communications Interface Module (ICIM)	\$680.00	\$2,040.00
3	592021	SA/Cisco 4 Post Rack Mounting Kit, Cable Tray, & Cable Management Hardware for Series 9900 RF Modules	\$185.00	\$555.00
				Total
				\$75,623.00

*Pricing does not include Shipping & Handling.

*Items quoted subject to availability.

*Any adjustments to quantities may affect pricing.



FIRE

DEPARTMENT

MONTHLY REPORT

November

2018

CITY OF MONROE FIRE DEPT															
			2018	2018	2018	2018	2018	2018	2018	2018	2018	2018	2018	2018	2018
			JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL-YTD
PHONE CALLS				128	180	154	157	191	113	161	120				1204
	Duration in Minutes			186	208	192	159	240	142	196	140				1463
INCIDENT REPORTS															
	FIRES														
	Building Fire		4	1	2	2	1	1	1	2	3				17
	Cooking Fire		0	0	1	1	0	0	0	2	0				4
	Vehicle Fire		3	0	1	1	1	5	2	2	0				15
	Grass Fire		1	0	1	2	5	1	1	3	0				14
	Trash/Waste Fire		2	2	1	0	2	1	2	2	1				13
	Dumpster Fire		0	0	1	0	0	0	0	0	1				2
	Fire Other		1	0	1	0	0	0	0	0	0				2
	Total Fire Calls		11	3	8	6	9	8	6	11	5	0	0	0	67
	EMS														
	EMS Call		71	77	75	60	48	50	53	59	58				551
	Medical Assist		65	48	52	92	68	74	60	83	74				616
	Vehicle Accident w/Injuries		4	6	5	12	10	8	1	6	6				58
	Vehicle/Pedestrian Accident		0	1	0	2	1	0	0	0	0				4
	MVA/No Injuries		4	6	6	4	6	3	3	5	1				38
	Extrication		0	1	0	2	1	0	0	0	1				5
	EMS Other		0	0	0	2	0	1	1	0	0				4
	Total EMS Calls		144	139	138	174	134	136	118	153	140	0	0	0	1276
	HAZARDOUS CONDITIONS														
	Flammable Liquid Spill		0	0	1	1	0	0	1	0	0				3
	Gas Leak (LP/Natural Gas)		1	1	2	0	0	3	0	2	2				11
	Hazardous Other		6	1	5	2	4	5	6	4	7				40
	Total Hazardous Calls		7	2	8	3	4	8	7	6	9	0	0	0	54
	SERVICE CALL														
	Assist other Agency		3	2	2	2	2	2	2	1	1				17
	Public Service		1	1	1	4	4	1	3	4	0				19
	Service Other		10	6	11	15	8	9	10	15	13				97
	Total Service Calls		14	9	14	21	14	12	15	20	14	0	0	0	133

	GOOD INTENT CALL													143
	Canceled Call	49	45	52	34	39	45	44	29	31				
	No Emergency Found	9	4	3	7	8	5	7	2	3				48
	Good Intent Other	3	1	6	2	1	1	1	3	1				19
	Total Good Intent Calls	61	50	61	43	48	51	52	34	35	0	0	0	435
	False Alarm													
	Malicious Alarm	0	2	1	0	0	1	1	0	0				5
	System/Detector Malfunction	9	8	2	4	3	7	10	6	8				57
	Unintentional Activation	5	0	1	6	0	2	12	7	7				40
	Alarm Other	0	0	1	0	2	4	0	0	0				7
	Total False Alarm	14	10	5	10	5	14	23	13	15	0	0	0	109
	SEVERE WEATHER													
	Sever Weather	0	0	0	0	0	3	0	0	0				3
	TOTAL	251	213	234	257	214	232	221	237	218	0	0	0	2077
	AID GIVEN TO WCFR	6	6	1	1	2	8	4	2	4				34
	AID RECEIVED FROM WCFR	4	1	11	6	5	2	8	6	7				50
	PUBLIC RELATIONS/EVENTS	2	2	1	4	4	1	3	4	3				24
	TRAINING HRS.	273.5	272	457.5	509.5	274	256.5	279	396.25	276				2994.25
	BUILDING INSPECTIONS	28	18	12	14	9	11	14	16	12				134
	SMOKE ALARMS ISSUED TO PUBLIC	0	0	50	38	4	5	8	4	7				116
	ARSON INVESTIGATIONS/CITY	1	1	1	1	0	0	1	0	1				6
	ARSON INVEST./INTER AGENCY	0	0	0	0	0	0	0	0	0				0



POLICE

DEPARTMENT

MONTHLY REPORT

November

2018

MPD Activity Report-SEPT 2018 INFO-NOV Council Meeting

MPD Activity Report-SEP 1 2018 INFO-NOV Council Meeting								
Calls for Service	3226							
Calls to MPD	1357							
Court Cases	562							
Training Hours	463							
Part 1 Crimes	52							
Part 2 Crimes	45							
Arrest-Adult	99							
Juvenile	7							
C/S Trash Pick up	0							
Tires	0							
Community Events								
9/1-Farmer's Market								
9/6-Alive After 5:00								
9/7-First Friday Concert								
9/8-A Strong Hands Up Class								
9/8-Farmer's Market								
9/15-Farmers Market								
9/21-Hurricane Football Game								
9/22-Farmers Market								
9/22-Pollack Neighborhood block party								
9/27-28-Street Ministry-Outreach for the community								
9/29-Farmer's Market								
9/29-A Strong Hands Up Class								

2018	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
AGENCY													
LE CALLS													
WALTON SO	4,854	4,035	4,488	4,591	5,323	5,240	4,825	4,942	4,848				43,146
WCSO AREA CHECKS	8,677	7,659	9,497	9,911	10,941	9,294	9,645	10,313	11,935				87,872
MONROE PD	3,549	3,345	3,463	3,360	3,940	3,629	3,469	3,755	3,226				31,736
MPD AREA CHECKS	237	210	235	232	290	313	337	221	235				2,310
LOGANVILLE PD	2,452	2,532	2,395	1,929	2,569	2,532	2,023	1,818	1,583				19,833
LPD AREA CHECKS	11	8	4	7	7	16	9	7	4				73
SOCIAL CIRCLE PD	2,195	2,214	2,422	1,995	1912	2126	2224	2112	2024				19,224
SPD AREA CHECKS	7	6	2	5	8	2	4	4	3				41
													0
WALTON EMS	1,861	1,461	1,650	1,441	1,371	1,391	1,366	1,402	1,490				13,433
													0
FIRE DEPTS													0
WALTON FIRE	543	405	445	401	403	399	431	422	403				3,852
MONROE FIRE	263	213	245	260	220	233	244	244	223				2,145
LOGANVILLE FIRE	197	146	203	198	184	184	178	196	191				1,677
SOC CIRCLE FIRE	89	88	77	65	90	74	75	74	67				699
TOTAL	24,935	22,322	25,126	24,395	27,258	25,433	24,830	25,510	26,232	0	0	0	226,041
PHONE CALLS													
ABANDONED	272	181	197	155	253	160	190	232	160				
ADMIN IN	6,238	5,623	6,150	6,012	6,319	6,363	6,313	6,216	5,808				
ADMIN OUT	3,932	3,366	3,809	3,671	4,125	3,790	4,308	4,160	4,154				
911	4,449	4,112	4,657	4,424	4,858	4,635	4,580	4,614	4,563				
TOTAL	14,891	13,282	14,813	14,262	15,555	14,948	15,391	15,222	14,685	0	0	0	133,049

COMPARISON OF CITATIONS 2017/2018

	Sep-18	Sep-18
CITATIONS/WARNINGS ISSUED:	384	405
ADJUDICATED/CLOSED CASES	506	562
FINES COLLECTED PER MONTH	\$41,452.70	\$61,333.57
YEAR TO DATE COLLECTED:	\$320,811.25	\$475,023.72



WALTON COUNTY 911

Radio Log Statistical Report, by Unit

<u>Unit</u>	<u>Unit Description</u>	<u>Number of Logs</u>
314	LAW ENFORCEMENT UNIT	4
320	LAW ENFORCEMENT UNIT	2
326	LAW ENFORCEMENT UNIT	3
327	LAW ENFORCEMENT UNIT	8
340	LAW ENFORCEMENT UNIT	23
341	LAW ENFORCEMENT UNIT	11
342	LAW ENFORCEMENT UNIT	4
343	LAW ENFORCEMENT UNIT	19
351	LAW ENFORCEMENT UNIT	11
352	LAW ENFORCEMENT UNIT	30
353	LAW ENFORCEMENT UNIT	1
356	LAW ENFORCEMENT UNIT	52
358	LAW ENFORCEMENT UNIT	7
360	LAW ENFORCEMENT UNIT	26
364	LAW ENFORCEMENT UNIT	32
370	LAW ENFORCEMENT UNIT	2
Total Radio Logs:		235

Report Includes:

All dates between `00:00:00 09/01/18` and `23:59:59 09/30/18`, All agencies matching `MPD`, All zones, All units, All tencodes matching `1066`, All shifts



WALTON COUNTY 911

Law Total Incident Report, by Nature of Incident

<u>Nature of Incident</u>	<u>Total Incidents</u>
FIGHT VIOLENT	6
ANIMAL COMPLAINT	12
INJURED ANIMAL	2
VICIOUS ANIMAL	1
PROWLER	10
ATTEMPTED BURGLARY	2
BURGLARY IN PROGRESS	5
BURGLARY REPORT	6
DOMESTIC NON-VIOLENT	79
DOMESTIC VIOLENT	2
ARMED ROBBERY	1
WARRANT SERVICE	17
SUBJECT WITH WEAPON	2
SUSPICIOUS PERSON	79
SUSPICIOUS VEHICLE	134
TRAFFIC STOP	1
SUICIDE ATTEMPT	3
SUICIDE THREAT	11
KEYS LOCKED IN VEHICLE	152
SPEEDING AUTO	6
ACCIDENT NO INJURIES	71
INJURY BY COMPLAINT	3
ACCIDENT WITH A DEER	2
10-50 WITH ENTRAPMENTS	1
ACCIDENT WITH INJURIES	7
OFFICER INVOLVED ACCIDENT	1
ACCIDENT UNKNOWN INJURIES	3
ROAD HAZARD	5
INTOXICATED PERSON	1
HIT AND RUN	10
FUNERAL ESCORT	8
TRANSPORT	11
DISABLED VEHICLE	27
AREA/BLDG CHECK	1401
LITTERING/ILLEGAL DUMPING	1
CHILD ABUSE	2
RAPE	2
BUSINESS ALARM	61
RESIDENTIAL ALARM	33
SCHOOL ALARM	1
DRAW RACING	2
SUBJECT IN CUSTODY	10
TRANSPORT TO JAIL	3
DEMENTED PERSON NON-VIOLENT	12

<u>Nature of Incident</u>	<u>Total Incidents</u>
STOLEN VEHICLE	4
911 HANGUP	33
CONTROL SUBSTANCE PROBLEM	8
AGENCY ASSISTANCE	20
ASSAULT	4
ASSAULT PRIORITY 3	1
ASSAULT LAW ENFORCEMENT ONLY	2
CHILD CUSTODY DISPUTE	2
CIVIL ISSUE/DISPUTE	5
COUNTERFEIT MONEY	3
DAMAGE TO PROPERTY	29
DISPUTE NON VIOLENT IN NATURE	82
DISPUTE VIOLENT IN NATURE	2
DISTURBING THE PEACE	8
Dead Body	1
EMERGENCY MESSAGE	3
LE ASSIST FOR EMS	26
ENTERING AN AUTO	8
EXTRA PATROL REQUEST	7
ASSIST FIRE DEPARTMENT	6
FIREARMS DISCHARGED	17
FOLLOW UP TO PREVIOUS CALL	2
FOUND PROPERTY	11
FRAUD	8
GUNSHOT WOUND PRIORITY 1	1
HARRASSING PHONE CALLS	3
HARRASSMENT	11
ILLEGAL PARKING	8
JUVENILE RUNAWAY	3
JUVENILE COMPLAINT	28
JUVENILE PROBLEM -NO COMPLAINT	5
LOITERING	2
LOST ITEM REPOR	6
LOUD MUSIC COMPLAINT	6
MISSING PERSON	12
MISCELLANEOUS LAW INCIDENT	41
POWER LINES DOWN	3
RECOVERED STOLEN VEHICLE	1
SAFETY SOBRIETY CHECK POINT	2
PHONE CALLS/MAIL SCAMS	2
SEARCH WARRANT	1
SHOPLIFTING	13
SHOTS FIRED	1
STABBING PRIORITY 1	1
THEFT REPORT	35
THREATS	8
TRAFFIC VIOLATION	462
TRAILER INSPECTION	5
TREE DOWN	1
TRESPASSING	2

*Law Total Incident Report, by Nature of Incident**Page 3 of 3*

<u>Nature of Incident</u>	<u>Total Incidents</u>
UNKNOWN PRIORITY 1	2
UNKNOWN LAW PROBLEM	8
UNSECURE PREMISES	7
VEHICLE INSPECTION	10
VIOLATION TPO	2
WELFARE CHECK	33

Total reported: 3226

Report Includes:

All dates between '00:00:00 09/01/18' and '23:59:59 09/30/18', All agencies matching 'MPD', All natures, All locations, All responsible officers, All dispositions, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes



CODE

DEPARTMENT

MONTHLY REPORT

November

2018

The Code Department of the City of Monroe respectfully submits this report to the Mayor and Council. It is the intent of this report to highlight statistics, specific job duties, and any job functions related to the Code Department during the time period of September 1, 2018 thru September 30, 2018.

Statistics:

- Total Calls: 426
- Total Minutes: 19:35:15
- Total Minutes/Call: 2:46
- Code Inspections: 74
- Total Permits Written: 34
- Amount collected for permits: \$2,966.00
- Check postings for Miscellaneous Revenue: 68

Business/Alcohol Licenses new & renewals:

- **New Businesses:** 15
 - Elite Speed Motors
 - All About Homes – residential
 - Elite Transportation Services-residential
 - Hometown Liquidations
 - Winged Foot Running
 - Brand New Thing
 - Piedmont Primary Care-Athens dba PPG Hitachi Unisia
 - SWAD LLC dba The Market – ownership change
 - RMCO Monroe LLC dba Monroe Food Mart
 - Signature Insurance Group
 - B'Well Automotives
 - Salon Aurora by Devonna
 - The Graceful Manor Senior Care Home
- **Closed Businesses:** 2
 - Ask Simply German-residential
 - Encore Academy of Performing Arts

Major Projects

- Major Projects Permitted: None
- Major Projects Ongoing: None

Code Department:

- Preparing letters to mail out to businesses with alcohol licenses making them aware of ordinance changes and fee increases
- Receiving business license payments, affidavits and identification.

- Making numerous phone calls regarding insufficient paperwork and/or incorrect amounts license payments
- Reviewing new alcohol ordinance and new procedures
- Permit Applications – Parade, Road Race ect
- Processing paperwork for alcohol licenses
- Checking turn on list from utilities and contacting businesses that have not purchased business licenses
- Checking all businesses for delinquent city and county personal property taxes prior to accepting payments for licenses
- Researching state license requirements for businesses
- Updating spread sheets regarding business licenses, number of employees, E-Verify #'s etc.
- Applications for PTVR registrations
- Reviewing templates for new software
- Conversion calls for new software
- Training for new software software
- Software Conversion
- Issuing permits for Building, Electrical, Plumbing and HVAC
- Scheduling inspections for contractors.
- Entering district data into the property system for reports.
- Preparing agenda items for Planning & Zoning and Historic Preservation Meetings.
- Scheduling Planning and Zoning and Historic Preservation meetings and attending
- Taking minutes for Planning & Zoning and Historic Preservation meetings and preparing them
- Taking and recording complaints.
- Researching Zoning Inquiries.
- Responding online inquiries.
- Cleaning up expired permits.
- Preparing and reviewing permits for Bureau Veritas Billing
- Entering data for inspections being done into Blue Prince software
- Testing new Energov Software for Permitting and Business license
- Working on mapping document for Energov
- Inspecting and processing nuisance housing projects – see attached.

City Marshal:

- Patrolled city daily.
- Removed 52 signs from road way.
- 154 repair /cleanup orders and Re-inspections
- Transported city funds for deposit to banks daily.
- Investigated 6 utility tampering and theft cases. (4 citations issued)
- Represented city in Municipal Court.

Historic Preservation Commission:

Request for COA – 113 N Broad Street – COA Granted

Request for COA – 220 Felker Street – COA Granted

Request for COA – 405 Mill Street – COA Granted

Planning Commission:

Request for Rezone – 1190 West Spring Street – recommend approval

Request for COA – 202 East Spring Street – COA Granted

Request for Rezone – 318 Alcovy St and 1.252 acs 409 Greenwood Dr. – recommend approval

Request for Variance – Remainder of 409 Greenwood Dr – Tabled



To: Planning & Code Committee
From: Logan Propes
Department: Administration
Date: 11/06/2018
Subject: Intergovernmental Agreement with Walton County and City of Loganville for Aerial Photometrics

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:** N/A

Description:

Staff recommends that the Committee approve to full Council the Intergovernmental Agreement with Walton County and the City of Loganville for enhanced aerial photometrics.

Background:

Over the past several months staff has worked with the County Property Appraisal Department and the City of Loganville to share in the cost of an ultra-high definition, aerial orthorectified photometric study that will benefit the parties with better ground level visualizations for assessments and better clarity for parcel boundaries, layering, and other GIS and planning work.

We agreed on a split cost of 20% per city and the remaining 60% to the county. This would be paid over a 3-year period as follows:

TOTAL COST: \$100,830.25

COUNTY 60% = \$60,498.15 / 3 = \$20,166.05 per year

Monroe 20% = \$20,166.05 / 3 = \$ 6,722.02 per year

Loganville 20% = \$20,166.05 / 3 = \$ 6,722.02 per year (this would also include the Gwinnett portion of the city)

First payment would be due upon delivery of imagery: (Estimated time frame is on, or around May 1, 2019)

This is included in the draft 2019 budget currently being prepared by Finance.

Attachment(s):

IGA with Walton County and Loganville



**2018 INTERGOVERNMENTAL AGREEMENT BETWEEN
WALTON COUNTY, GEORGIA AND THE CITY OF MONROE AND THE CITY OF
LOGANVILLE REGARDING AERIAL MEASUREMENT PROJECTS**

This Intergovernmental Agreement ("Agreement") is made this ____ day of _____, 2018, by and between **WALTON COUNTY, GEORGIA**, a political subdivision of the State of Georgia, by and through the duly authorized governing authority of Walton County, Georgia (hereinafter referred to as "Walton County"), the **CITY OF MONROE**, a duly incorporated Georgia municipality situated in Walton County, by and through the duly authorized governing authority of the City of Monroe (hereinafter referred to as "Monroe"), and the **CITY OF LOGANVILLE**, a duly incorporated Georgia municipality situated in Walton and Gwinnett Counties, by and through the duly authorized governing authority of the City of Loganville (hereinafter referred to as "Loganville").

WHEREAS, Walton County has engaged Pictometry International Corp ("Pictometry") to provide certain aerial measurement services of Walton County, Georgia;

WHEREAS, Monroe and Loganville desire for Walton County to obtain from Pictometry certain enhanced aerial measurement services for the incorporated areas of the City of Monroe and the City of Loganville;

NOW, THEREFORE, Walton County, Monroe and Loganville, in exchange of good and adequate consideration, the receipt of which is hereby acknowledged by the parties, which includes the mutual benefits to be received by the citizens of each local government, do hereby agree that Walton County shall obtain from Pictometry certain enhanced aerial measurement services for the incorporated areas of the City of Monroe and the City of Loganville as follows:

1. **Aerial Measurement Services.** Walton County shall provide Monroe and Loganville with access to the aerial measurement services that it obtains from Pictometry. For the incorporated areas of the City of Monroe and the City of Loganville, Walton County shall obtain from Pictometry the enhanced aerial measurement services.

2. **Compensation.** In exchange for Walton County obtaining the enhanced aerial measurement services, each of Monroe and Loganville agree to pay Walton County according to the following schedule:

- (i) March 1, 2019 - \$6,777.02;
- (ii) March 1, 2020 - \$6,777.02; and
- (iii) March 1, 2021 - \$6,777.02.

3. **Use of Aerial Measurement Services.** Each of Monroe and Loganville agree that they shall only use the aerial measurement services for lawful purposes in accordance with the direction, instruction, and supervision of Walton County.

4. **Authority.** Monroe and Loganville certifies that each has reviewed its charter prior to entering into this Agreement with Walton County and affirms by the execution of this

Agreement that there is no prohibition, expressed or implied, in their charter that prevents Monroe or Loganville from entering into this Agreement and performing in accordance with the terms set forth herein.

5. **Term and Termination.** This Agreement shall commence on _____, 2018 and continue in full force and effect until February 28, 2022, unless terminated earlier pursuant to this Agreement. Walton County may terminate this Agreement upon sixty (60) days prior written notice to Monroe and Loganville. In the event of such termination by Walton County, Monroe and Loganville shall have no further obligation hereunder.

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

7. **Modifications.** Any change, alteration, deletion, or addition to the terms set forth in this Agreement must be in the form of a written modification signed by both parties.

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

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

[Signature Page Follows]

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

WALTON COUNTY:

WALTON COUNTY, GEORGIA

By: _____
Kevin W. Little, Chairman

Attest: _____
Name: _____
Title: _____

[SEAL]

MONROE:

CITY OF MONROE

By: _____
John Howard, Mayor

Attest: _____
Name: _____
Title: _____

[SEAL]

LOGANVILLE:

CITY OF LOGANVILLE

By: _____
Rey Martinez, Mayor

Attest: _____
Name: _____
Title: _____

[SEAL]

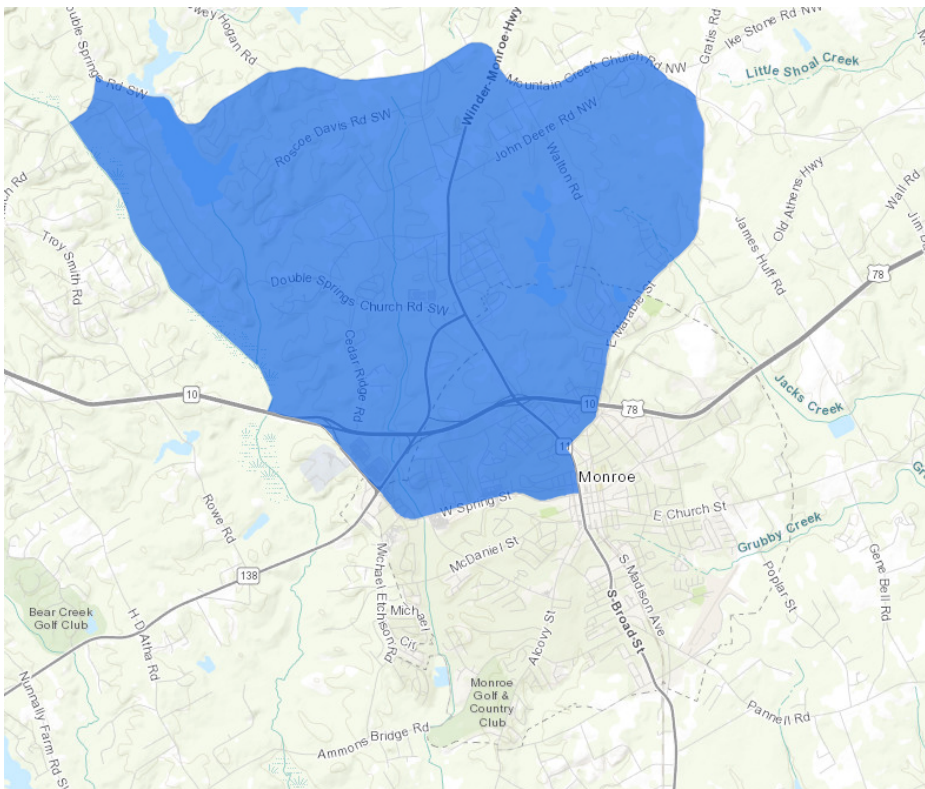


**ECONOMIC
DEVELOPMENT
MONTHLY REPORT
NOVEMBER
2018**

Economic Development November Report:

162

- Monroe Housing Expo was held on Oct. 6th - smaller crowd this year due to the change in date from July; still beneficial for attendees according to feedback
- Fall Fest was an excellent event for the city on Oct. 13th
- Paws in the Park raised \$2,000+ for Childers
- Levitt AMP Monroe Music Series grant opportunity - \$25,000 grant to fund 10 summer concerts in 2019 on the downtown green; in voting period now until 11/20 - please vote!
- Federally designated Opportunity Zone area in Monroe (see map below)
- Andy Camp from Nextsite - update on Retail Recruitment and Atlanta ICSC



Ongoing ED projects:

- RDF - livery stable renovation - payback payments to begin soon
- CHIP grant - 4 homes completed; 2 more scheduled for renovation
- DCA Main Street compliance
- Visitors Center
- The Local Crowd Monroe - crowdfunding tool, www.fundmonroe.com
- Walton Mill Mainstreet senior living development still pending closing

Upcoming Events:

Candlelight Shopping - 11/8, 11/15, 11/29

Farmers Market ongoing through Nov. 17th

Tiny Tots Christmas Parade in Childers - 11/29

Light Up the Night - Nov. 1st, 5-8 pm

Christmas Parade - Dec. 6th, 6:30 pm

Candlelight Shopping/Carriage rides - Dec. 13th & 20th



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

OCCUPATION TAX APPLICATION

BUSINESS NAME ALCOVY GROCERY TELEPHONE (770) 266-3201

ADDRESS 218 ALCOVY ST. TYPE OF BUSINESS
MONROE GA 30655 GROCERY
 MAILING ADDRESS SAME AS ABOVE

EMAIL ADDRESS 218ALCOVY@GMAIL.COM

OWNER'S NAME VISHAL ALI TELEPHONE (845) 313-1428

EMERGENCY CONTACT PERSON: ALEEM NURANI

TELEPHONE (478) 424-0899

PROPERTY OWNER'S NAME: ALGIN PROPERTIES LLC

TELEPHONE (770) 616-4460

**NUMBER OF EMPLOYEES: FULL TIME 1
 PART TIME 1

**(Including Owners & Family Members)

HAVE YOU EVER BEEN CONVICTED OF A FELONY OR ARE YOU DISQUALIFIED TO RECEIVE A LICENSE

BY REASON OF ANY MATTER OR THING CONTAINED IN THE LAWS OF THIS STATE, OR THIS CITY? ☐ YES ☒ NO

WILL A SIGN BE INSTALLED ON THE BUILDING OR PROPERTY? ☐ YES ☒ NO

A PERMIT IS REQUIRED FOR ALL SIGNS!!

I hereby certify that I will not violate any of the laws of this State of Georgia
 or of the United States. I further agree to comply with any and all ordinances
 of the City of Monroe in conducting business in the City.

Signature: Vishal Ali Date 10 / 1 / 18

CITY OF MONROE

ALCOHOLIC BEVERAGE LICENSE APPLICATION

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

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

Please check the licenses that you are applying for.

CITY OF MONROE

ALCOHOLIC BEVERAGE LICENSE FEES

CONSUMPTION ON PREMISE:

LICENSE FEE:

BEER/WINE

\$1000.00

NON PROFIT PRIVATE CLUB

\$600.00

SUNDAY SALES-PRIVATE CLUBS ONLY

\$150.00

BEER/WINE AMENITIES LICENSE

\$100.00

DISTILLED SPIRITS

\$3000.00

NON PROFIT PRIVATE CLUB-ONLY

\$600.00

SUNDAY SALES

\$150.00

PACKAGE:

LICENSE FEE:

BEER/WINE

\$2000.00

HOTEL/MOTEL IN ROOM SERVICE

\$250.00

GROWLERS

\$2000.00

MANUFACTURER

LICENSE FEE: 1 FEE ONLY

DISTILLERIES OR MICRO-DISTILLERIES

\$1500.00

BREWERY OR MICRO-BWERIES

\$1000.00

BREWPUB

\$750.00

WHOLESALE DEALERS:**LICENSE FEE:**

PRINCIPAL PLACE OF BUSINESS - CITY

BEER/WINE

\$1500.00

DISTILLED SPIRITS

\$2000.00

PRINCIPAL PLACE OF BUSINESS – NOT IN CITY

\$100.00

TEMPORARY LICENSE:**LICENSE FEE:**

NON PROFIT ORGANIZATIONS

\$25.00 PER DAY

FOR PROFIT ORGANIZATIONS

\$150.00 PER DAY

SPECIAL EVENT VENUES

\$300.00

REGISTRATION

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

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

1. Full Name of Business _____

Under what name is the Business to operate? ALCOVY GROCERY

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

Proprietorship

2. Address: a) Physical: 218 ALCOVY St. MONROE, GA 30655

b) Mailing: Same as above.

3. Phone 770-266-3201 Beginning Date of Business in City of Monroe 10-1-18

4. ☐ New Business ☒ Existing business purchase

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

5. Federal Tax ID Number [REDACTED] Georgia Sales Tax Number [REDACTED]

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

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

Beer and Wine 100 Yards Yes _____ No ☒

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

7. Full name of Applicant VISHAL ALI

Full Name of Spouse, if Married SHAMIM ALI

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

Birthplace INDIA

Current Address 253 Shaw dr. City Acworth St GA Zip 30102

Home Telephone 845-313-1428

Number of Years at present address 7+

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

N/A

Number of years at previous address N/A

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

If transfer or change of ownership, effective date of this change 10-1-18

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

Previous applicant & D/B/A K CORP INC D/B/A ALCOVY GROCERY

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

10. Has the person, firm, limited liability company, corporation, applicant, owner/owners, partner, shareholder, manager or officer been arrested, convicted or entered a plea of nolo

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

No

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

12. Do you own the land and building on which this business is to be operated? No

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

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

N/A

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

N/A

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

N/A

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

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

19. Does the applicant have any financial interest in any manufacturer or wholesaler of alcoholic beverages? If yes, please explain. No

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

21. Does you or your spouse or any of the other owners, partners or stockholders have any interest in any liquor store or wholesale liquor business? No

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

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

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

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

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

24. Character References: (For the applicant)

1. Hushenali Nurani
 Name
5305 Jefferson Sq.
 Address
Decatur GA 30030 404-643-7866
 City State Zip Telephone
2. Aleem Nurani
 Name
5305 Jefferson Sq.
 Address
Decatur GA 30030 470-424-0899
 City State Zip Telephone
3. Sanil Vadsariya
 Name
210 N. Decatur Land
 Address
Decatur GA 30033 608-421-0921
 City State Zip Telephone

This the _____ day of _____, 20____.

Vishal Ali (Signature Applicant)

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

VISHAL ALI (Print Name)

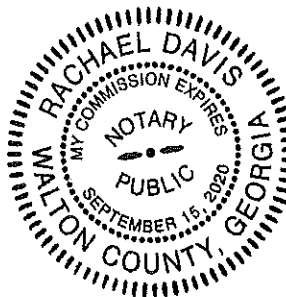
Or: _____ (Signature of Corporate Officer)

 (Printed Name and Title of Corporate Officer)

Signed, sealed and delivered in the presence of: Rachael Davis

Notary Public:

Executed: 9/20/2023 ¹⁸ rad





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

170

OCCUPATION TAX APPLICATION

BUSINESS NAME Rocky's Pizzeria & Grill Inc. TELEPHONE (770) 207 5400
ADDRESS 1700C Bolo Springs Rd TYPE OF BUSINESS Pizzeria
MAILING ADDRESS _____
EMAIL ADDRESS hype3618@aht.net
OWNER'S NAME Matthew Dion TELEPHONE (706) 410 8335
EMERGENCY CONTACT PERSON: Janice Dion
TELEPHONE (678) 315 4346
PROPERTY OWNER'S NAME: Kareem (Nabst Inc.)
TELEPHONE (1678) 923 7860
**NUMBER OF EMPLOYEES: FULL TIME 2
PART TIME 8 **(Including Owners & Family Members)

HAVE YOU EVER BEEN CONVICTED OF A FELONY OR ARE YOU DISQUALIFIED TO RECEIVE A LICENSE

BY REASON OF ANY MATTER OR THING CONTAINED IN THE LAWS OF THIS STATE, OR THIS CITY? YES NO

WILL A SIGN BE INSTALLED ON THE BUILDING OR PROPERTY? YES NO

A PERMIT IS REQUIRED FOR ALL SIGNS!!

I hereby certify that I will not violate any of the laws of this State of Georgia
or of the United States. I further agree to comply with any and all ordinances
of the City of Monroe in conducting business in the City.

Signature: [Signature] Date / /

Notice: All businesses located in the City of Monroe are subject to inspection by City Code and Fire Officials

CITY OF MONROE

ALCOHOLIC BEVERAGE LICENSE APPLICATION

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

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

Please check the licenses that you are applying for.

CITY OF MONROE

ALCOHOLIC BEVERAGE LICENSE FEES

CONSUMPTION ON PREMISE:

LICENSE FEE:

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

PACKAGE:

LICENSE FEE:

BEER/WINE	\$2000.00	<u> </u>
HOTEL/MOTEL IN ROOM SERVICE	\$250.00	<u> </u>
GROWLERS	\$2000.00	<u> </u>

MANUFACTURER

LICENSE FEE: 1 FEE ONLY

DISTILLERIES OR MICRO-DISTILLERIES	\$1500.00	<u> </u>
BREWERY OR MICRO-BREWERIES	\$1000.00	<u> </u>
 BREW PUB	 \$750.00	 <u> </u>

WHOLESALE DEALERS:**LICENSE FEE:**

PRINCIPAL PLACE OF BUSINESS - CITY

BEER/WINE

\$1500.00

DISTILLED SPIRITS

\$2000.00

PRINCIPAL PLACE OF BUSINESS – NOT IN CITY

\$100.00

TEMPORARY LICENSE:**LICENSE FEE:**

NON PROFIT ORGANIZATIONS

\$25.00 PER DAY

FOR PROFIT ORGANIZATIONS

\$150.00 PER DAY

SPECIAL EVENT VENUES

\$300.00

REGISTRATION

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

There is no application fee for wholesale dealers.

1. Full Name of Business

Rockys Pozera & Crail Inc

Under what name is the Business to operate?

Rockys Pozera & Crail

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

S - corporation

2. Address: a) Physical:

1700C Bob Springs Rd Monroe

b) Mailing:

same as above

3. Phone 770 707 5400

Beginning Date of Business in City of Monroe

4. ☐ New Business

Existing business purchase

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

5. Federal Tax ID Number

Georgia Sales Tax Number

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

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

Beer and Wine 100 Yards Yes _____ No X

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

7. Full name of Applicant Matthew L. DimFull Name of Spouse, if Married Janice DimAre you a Citizen of the United States or Alien Lawful Permanent Resident? yesBirthplace Burlington VTCurrent Address 1450 Palmer Dr City Monroe State LA Zip 30656Home Telephone 706 410 8355Number of Years at present address (1) year

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

2017 Chickadee Dr MonroeNumber of years at previous address (8) years8. If new business, date business will begin in Monroe N/A

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

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

Previous applicant & D/B/A _____

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

Matthew Dim1450 Palmer Dr Monroe LA 30656

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

NO

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

NO

12. Do you own the land and building on which this business is to be operated? NO

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

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

Rodriguez Rivera & Crill Inc.
1480 Palmer Dr Monroe LA

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

Matthew D. m CEO 90 %
Janice D. m Secretary 10 %

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

N/A

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

N/A

18. Does applicant receive any financial aid or assistance from any manufacturer or wholesaler of alcoholic beverages? If yes, explain. _____

N/A

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

N/A

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

N/A

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

N/A

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

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

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

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

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

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

24. Character References: (For the applicant)

1. Keddy Hale CPA
 Name 791 Pooble Springs Rd
 Address Monroe LA 30656 770 267 6643
 City State Zip Telephone

2. Chris Cannon
 Name Monroe Police Dept
 Address 676 357 1939
 City State Zip Telephone

3. Jerney Adams
 Name 2070 Hwy 11 NW
 Address Monroe LA 30656 770 267 0753
 City State Zip Telephone

This the 24th day of October 2018.

[Signature] (Signature Applicant)

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

Matthew Dion (Print Name)

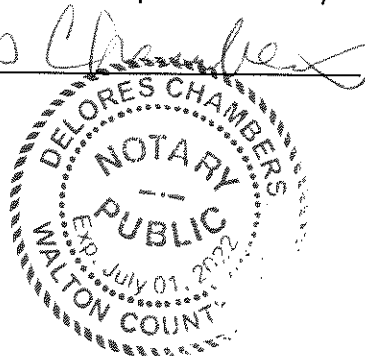
Or: _____ (Signature of Corporate Officer)

 (Printed Name and Title of Corporate Officer)

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

Notary Public:

Executed: 10-24-18





To: City Council
From: Logan Propes, City Administrator
Department: Administration
Date: 10/11/2018
Subject: Resolution – City of Ethics Recertification

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:** N/A

Description:

To recertify the City of Monroe as a “Certified City of Ethics”, this resolution must be adopted to establish the five ethics principles for the conduct of the City’s officials.

Background:

Periodic recertification, which is good for four years, is required to maintain the City of Ethics designation. To remain a “Certified City of Ethics”, prior to the expiration of the four-year period, the City must submit to GMA for review a resolution re-adopting the five ethics principles, and a copy of any changes to the City’s ethics ordinance (Article IV. – Code of Ethics). The City’s current certification expires in January 2019.

Attachment(s):

Resolution

RESOLUTION

WHEREAS, the Board of Directors of the Georgia Municipal Association has established a Certified City of Ethics program; and,

WHEREAS, the City of Monroe, wishes to be recertified as a Certified City of Ethics under the GMA Program; and,

WHEREAS, part of the recertification process requires the Mayor and Council to subscribe to the ethics principles approved by the GMA Board.

NOW, THEREFORE, BE IT RESOLVED by the governing authority of the City of Monroe, Georgia, that as a group and as individuals, the governing authority subscribes to the following ethics principles and pledges to conduct its affairs accordingly:

- * Serve Others, Not Ourselves
- * Use Resources With Efficiency and Economy
- * Treat All People Fairly
- * Use The Power of Our Position For The Well Being Of Our Constituents
- * Create An Environment Of Honesty, Openness And Integrity

RESOLVED this 13th day of November, 2018.

Mayor

Vice-Mayor/Councilmember

Councilmember

Councilmember

Councilmember

Councilmember

Councilmember

Councilmember

Councilmember

ATTEST:



To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 10-31-18
Description: R1A Moratorium Extension

Budget Account/Project Name: NA

Funding Source: 2018 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation: *Approval*

Background: Continued efforts to update the R1A provisions have spurred additional revisions to other related areas of the Zoning ordinance. This has required the extension to be extended an additional 180 days. This extension is necessary to accommodate these additional text amendments.

Attachment(s):

See resolution below

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF MONROE,
STATE OF GEORGIA, TO EXTEND A MORATORIUM ON THE ACCEPTANCE OF
APPLICATIONS FOR REZONING OR ANNEXATION TO R1A ZONING**

WHEREAS, the City of Monroe, Georgia (the “City”) has been vested with substantial power to regulate the use of property within the City for the purposes of maintaining the health, morals, safety, security, peace and general welfare of the City; and,

WHEREAS, the City has the legislative power to adopt reasonable resolutions or regulations relating to property within the City for which no provision has been made by general law and which are not inconsistent with the Constitution of the State of Georgia or any charter provision applicable thereto; and,

WHEREAS, local governments may impose moratoria on zoning decisions, building permits, and other development approvals where warranted (See City of Roswell v. Outdoor Sys., Inc., 274 Ga. 130 (2001); DeKalb Cty. v. Townsend Assocs., Inc., 243 Ga. 80 (1979)); and,

WHEREAS, specifically, the Supreme Court of Georgia held “to justify the State in thus interposing its authority in behalf of the public, it must appear, first, that the interests of the public generally, as distinguished from those of a particular class, require such interference; and second, that the means are reasonably necessary for the accomplishment of the purpose, and not unduly oppressive upon individuals.” DeKalb Cty., 243 Ga. at 82; and,

WHEREAS, the Mayor and City Council have, as a part of planning, zoning and growth management effort been in review of the City’s current zoning ordinances, and studying the City’s estimates and projections regarding the anticipated type of development with the City; and,

WHEREAS, the Mayor and City Council, as part of planning, zoning and growth management efforts and strategy for the City have called for continued City staff review and overview of the current mix of housing available, and projections on the future mix of housing within the City; and,

WHEREAS, the Mayor and City Council do not intend to frustrate developments that have been recently rezoned, nor to affect any development rights that have vested as of the date of the original moratorium in February, 2018, and,

WHEREAS, the Mayor and City Council recognize the need for a zoning classification in the City referred to as Medium Lot Residential District R1A (“R1A”); and,

WHEREAS, the Mayor and City Council recognize the stated goal of the R1A zoning classification is to provide for areas of medium density, detached, single-family residential uses; to recognize and protect the moderate lot size, street grid based and highly pedestrian character of the City’s turn-of-the-century neighborhoods and subdivisions; to reinforce the traditional

residential development pattern characteristic of the historic areas of the City; to permit compatible accessory uses which normally complement balanced and attractive residential uses; to stabilize and protect owner-occupied housing and encourage a suitable environment for family life; and, to protect moderate density, single family residential areas from encroachment of higher density residential and incompatible non-residential uses; and,

WHEREAS, the Mayor and City Council are directing City staff to further continue studying the current mix of housing, make projections on the future mix of housing, and impacts of the same, and to make recommendation as to the contemplated, pending zoning regulations and updates, and additional time is needed to accomplish said goal; and,

WHEREAS, the Mayor and City Council are further directing City staff to continue working with the retained land planner to study the current mix of housing within the City of Monroe, projections as to the future mix of housing, impacts of the same, and to make recommendations as to the contemplated, pending zoning regulations and updates; and,

WHEREAS, the Mayor and City Council have determined it is in the best interests of the City for the protection of the health and public safety that there be continued a moratorium on the acceptance of applications for re-zoning or annexation within the City for zoning into the R1A zoning classification, for a sufficient and reasonable time to allow for a comprehensive and in-depth review and modification of the City's comprehensive future land use plan, zoning ordinance and development requirements related specifically to the R1A zoning classification, and additional time is needed to accomplish said goal; and,

WHEREAS, a moratorium on the acceptance of zoning or annexation applications for R1A-zoned properties is a proper police power while the above referenced studies by the City and City staff are performed; and,

WHEREAS, a Resolution imposing a moratorium on the acceptance of applications for rezoning or annexing to R1A zoning was adopted by the Mayor and City Council in February of 2018, and an extension of said moratorium was adopted in August of 2018; and,

WHEREAS, all stated goals of said resolutions are incorporated fully herein; and,

WHEREAS, additional time is needed to accomplish all stated goals of said resolutions; and,

WHEREAS, the Mayor and City Council have determined it is in the best interests of the City to grant an additional one hundred eighty (180) days to fully investigate, study and accomplish goals of said resolutions;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Monroe do hereby declare and adopt an additional one hundred eighty (180) day moratorium from the

expiration of the August 7, 2018 moratorium extension, set for November 11, 2018, for all acceptance of applications for rezoning or annexation into R1A-zoned property, 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. No plans or applications shall be accepted by City staff for rezoning or annexation of property to be rezoned or annexed in the City into R1A zoning for an additional one hundred eighty (180) days from the expiration date of the August 7, 2018 Resolution, the same being November 11, 2018;
3. This moratorium shall have no impact on any land development, building or construction permits for any property currently zoned R1A at the time of the adoption of the original Resolution or this Resolution;
4. This moratorium shall have no effect on the issuance of permits or site plan reviews for any property currently zoned R1A and submitted prior to the adoption of the original February 2018 Resolution;
5. During this additional one hundred eighty (180) day period, the City staff shall study the current mix of housing, make projections on the future mix of housing, and impacts of the same, and make recommendations as to the contemplated, pending zoning regulations and updates, to further the City's interest in growth management, so as to promote the traditional police power goals of health, safety, morals, aesthetics, and the general welfare of the City;
6. During this additional one hundred eighty (180) day period, the City staff is further hereby directed to continue to work with the retained land planner to finalize the study of the current mix of housing, make projections on the future mix of housing, and impacts of the same, and to make final recommendations as to the contemplated, pending zoning regulations and updates, so as to further the City's interest in growth management, so as to promote the traditional police power goals of health, safety, morals, aesthetics, and the general welfare of the City;
7. This moratorium extension shall become effective upon its adoption.

SO RESOLVED this 6th day of November, 2018.

CITY OF MONROE, GEORGIA

Approved: _____

John S. Howard, Mayor

Attest:

Debbie Kirk, City Clerk

Y:\Client Files\PLR\City of Monroe - 05.247.01\2018 R1A Zoning\2018.11.06 Resolution Extension PLR edits FINAL updated.docx



To: City Council
From: Logan Propes, Sadie Krawczyk
Department: Economic Development
Date: 11/06/2018
Subject: Tax Abatement for additional Hitachi Automotive Systems Americas, Inc.

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:** N/A

Description:

Staff recommends that the Council authorize the Mayor to execute the Memorandum of Agreement for the tax abatement schedule with Hitachi Automotive Systems Americas, Inc. and the Development Authority of Walton County.

Background:

Over the past several months staff has been working with the Development Authority of Walton County and Hitachi Automotive Systems on furthering their industry in Monroe and Walton County. Earlier this year the Council approved the City to take the lead as conduit for an EIP grant through the Department of Community Affairs that would help expand the parkway in the industrial park to Hwy 78. This extension would also be beneficial to Hitachi and would allow for them to expand their footprint and business output. The agreement also would reimburse the city and authority 50% of the costs for the obtainment of the grant.

In order to assist with the expansion, the Walton County, through the Development Authority, and the Walton County Board of Education have all agreed to the tax abatement agreement and want the City of Monroe to participate as well.

For its abatement, Hitachi will promise a minimum investment of \$20 million for each phase and creation of

at least 100 new jobs. Total investment is anticipated to be up to \$330 million and they have until the end of 2022 to complete the phases of expansion.

The phase in of the abatement is as follows:

Year one: 0% taxable
Year two: 20% taxable
Year three: 40% taxable
Year four: 60% taxable
Year five: 80% taxable
Year six: 100% taxable

Attachment(s):

Memorandum of Agreement for tax abatement



**MEMORANDUM OF AGREEMENT
REGARDING LEASE STRUCTURE AND
VALUATION OF LEASEHOLD INTEREST**

HITACHI AUTOMOTIVE SYSTEMS AMERICAS, INC.

Hitachi Automotive Systems Americas, Inc., a corporation organized and existing under and by virtue of the laws of the State of Delaware and authorized to do business in the State of Georgia (the “Company”), is presently contemplating the construction of certain additional buildings and the acquisition of certain equipment, machinery and tooling to be used in the production of certain automotive parts (the “Project”) at the Company’s automotive parts manufacturing facility located at 1000 Unisia Drive, Monroe, Georgia in Walton County, Georgia (the “Facility”). The Company has informed the parties hereto that the Project is dependent upon several factors, including the Company receiving contracts from its customers for multiple automotive products; the Company deciding to locate the Project at the Facility in Monroe, Walton County, Georgia rather than another manufacturing location outside of Walton County, Georgia; the Company securing a qualified workforce at the Facility in Monroe, Walton County, Georgia; and the Company receiving a tax abatement incentive through the Development Authority of Walton County, Georgia (the “Authority”) as described herein. The Company anticipates that a minimum of 100 additional jobs may be created in connection with the Project at the Facility. The Company further anticipates that the Project may require capital expenditures of up to \$330,000,000 during the period of January 1, 2018 through and including December 31, 2022 and will be completed in multiple phases with each phase requiring a \$20,000,000 minimum investment (each, a “Phase”).

On August 27, 2018, the Authority adopted a resolution (the “Resolution”) declaring that the proposed Project is consistent with and furthers the public purpose of the Authority to develop trade, commerce, industry and employment opportunities within Walton County, Georgia (the “County”). To facilitate and encourage development of the Project in the County, the Authority’s Resolution also declared its intention to make taxable revenue bond financing available to the Company in an amount up to a maximum authorized principal amount of \$330,000,000 (the “Bonds”) over the period of January 1, 2018 through and including December 31, 2022. Under the financing, the Authority would own the Project purchased with the bond proceeds and would lease the Project to the Company under a lease, as amended from time to time (the “Lease”), to secure the Bonds.

Under the proposed transaction and contemporaneously with the issuance of the Bonds, the Company would transfer title to the Project, as then existing, to the Authority, and the Authority and the Company would enter into the Lease under which the Authority would lease the Project as then or thereafter existing to the Company. The Company’s rental payments under the Lease would be an amount sufficient, and would be payable at such times, as would permit the Authority to pay the principal of and interest on the outstanding Bonds. The Lease would grant to the Company an option to purchase the Project, or any portions thereof, at any time for the nominal sum of \$1.00 (the “Purchase Option”). As a condition to exercise of the Purchase Option on the Project, the Company would have to provide for the retirement of the Bonds as a condition to

exercise of the Purchase Option. The Lease shall contain provisions permitting the assignment of the Company's interest thereunder pursuant to certain conditions and requirements.

The Company will purchase all of the Bonds for itself in a private placement and will be solely responsible for the repayment of all amounts due in respect of the Bonds through the Lease payments. As a result, the Company will be both the owner of the Bonds and obligor under the Lease for the payment of the debt represented by the Bonds. The Bonds will be payable through a Home Office Payment Agreement with the Company pursuant to which it will make notations on its own books to record payments, as lessee, and credits, as bondholder, without the obligation to make payments through the Authority or any bond trustee. The Bonds will not be sold or distributed in public markets.

It is anticipated that the first Phase of the Project, legal transfer of the Project to the Authority and the execution and delivery of the Lease therefore will occur on or before December 31, 2018. It is understood that the Company will have access to the Project prior to the completion date of any Phase of the Project in order that it may complete the acquisition, construction, development and installation of each such Phase of the Project. The term of the Lease will expire on or about ten years after the completion date of the first Phase of the Project.

All parties to this Memorandum recognize and agree that the Authority is not subject to ad valorem taxation on its interest in the personal and real property interests in the Project, inasmuch as the Project is a "project" authorized by Official Code of Georgia, Section 36-62-1, *et seq.*, the "Development Authorities Law". The parties further understand and agree that the Company, as Lessee, will be subject to ad valorem taxation on its leasehold interest in the Project (the "Leasehold Interest"). Pursuant to Official Code of Georgia, Section 36-80-16.1, known as the "PILOT Restriction Act", which expressly gives a county board of tax assessors authority to determine the fair market value of bond transaction leasehold estates by using a valuation method "based on assessments of the increasing interest of the [lessee] in the real or personal property, or both, over the term of the lease, or to use a simplified method or methods employing a specified percentage or specified percentages of such leasehold interests" and the decision of the Supreme Court of Georgia in *W.C. Harris, et al. vs. DeKalb County Board of Tax Assessors*, 248 Ga. 277 (1981), which permits a county board of tax assessors to agree in advance to fixed, reasonable and non-arbitrary valuation methods, the parties (including any assignee of the Company pursuant to the assignment in accordance with the applicable provisions of any such Lease) desire to agree upon an appropriate, reasonable and non-arbitrary methodology for valuation of the Leasehold Interest of the Lessee under its respective Leases. Taking into account the encumbrance on the Project represented by the Bonds, the parties agree that the Project shall be valued as provided by the schedule set forth below. The Company agrees that after the fifth year with respect to any item comprising the Project remaining in the City of Monroe, Walton County, the valuation of that property will revert to the standard non-leasehold valuation of such item so that no item will be valued under the schedule set forth below for any period of more than five (5) years, as described below. In addition, the parties to this Memorandum recognize and agree that in response to the decision of the Supreme Court of Georgia in *Sherman vs. Fulton County Board of Assessors et al.*, 288 Ga. 88 (2010), the validation process with respect to the Bonds to be held in the Superior Court of Walton County will include an introduction of this Memorandum into evidence and will seek an express finding in the validation order that this Memorandum sets forth a reasonable and non-arbitrary method of arriving at a fair market value of the Leasehold Interest of the Company.

In order to provide the Company with sufficient information and certainty upon which it can base its decision to develop the Project in the City of Monroe, Walton County, Georgia, the parties agree that it is important to set forth the methodology by which it is agreed that the Leasehold Interest of the Company in the Project will be valued for ad valorem property purposes. That methodology is as follows:

1. If during the period beginning January 1, 2018 and extending through December 31, 2018, the Company completes a Phase of the Project, by making aggregate capital expenditures in the Project of at least \$20,000,000:

(a) for the first calendar year following the calendar year in which the Company completes a Phase of the Project, the Company will make 0% payment of any ad valorem taxation that would otherwise be due on the assessed value of its leasehold interest in that Phase of the Project;

(b) for the second calendar year following the calendar year in which the Company completes a Phase of the Project, the Company will make 20% payment of any ad valorem taxation that would otherwise be due on the assessed value of its leasehold interest in that Phase of the Project;

(c) for the third calendar year following the calendar year in which the Company completes a Phase of the Project, the Company will make a 40% payment of any ad valorem taxation that would otherwise be due on the assessed value of its leasehold interest in that Phase of the Project;

(d) for the fourth calendar year following the calendar year in which the Company completes a Phase of the Project, the Company will make a 60% payment of any ad valorem taxation that would otherwise be due on the assessed value of its leasehold interest in that Phase of the Project; and

(e) for the fifth calendar year following the calendar year in which the Company completes a Phase of the Project, the Company will make a 80% payment of any ad valorem taxation on its leasehold interest in that Phase of the Project;

(f) for the sixth calendar year following the calendar year in which the Company completes a Phase of the Project, and all years thereafter, the Company will make 100% payment of any ad valorem taxation on its leasehold interest in that Phase of the Project.

Notwithstanding anything herein to the contrary, the Company will also make certain “payments in lieu of taxes” (“PILOT”) directly to the Walton County School Board (the “School Board”) under a separate PILOT agreement between the Company and the School Board under which the Company will pay the School Board (a) the difference between the amount received by the School District based on the ad valorem taxation schedule described herein and \$100,000 for the first calendar year following the calendar year in which the Company completes the initial Phase of the Project and (b) the difference between the amount received by the School District based on the ad valorem taxation schedule described herein and \$100,000 for the second calendar year following the calendar year in which the Company completes the initial Phase of the Project.

2. The parties acknowledge that each Phase contemplated by the Company on or before December 31, 2022, shall each qualify for the same five (5) year ad valorem taxation methodology as outlined in paragraphs 1(a) through (f) above.

3. The determination of the fair market value of the fee interest in any asset in any year (prior to being reduced by the applicable percentage) will be subject to period reassessment, for which the Board of Assessors will employ standard valuation methods, including depreciation of improvements and personalty, using customary useful life tables and other consideration, where appropriate. The fair market value of the Leasehold Interest valued thereunder shall be multiplied by 40% to determine the assessed value of each such category for such year and thereafter multiplied by the millage rate established by Walton County, Georgia and any other applicable taxing entity, including the City of Monroe, Georgia, to the extent the Project is located within the geographical boundaries of such municipality, with respect to such year, to determine the ad valorem tax for such year.

The Company shall file a return for the property comprising the Project leased by it for ad valorem taxation purposes in Walton County annually.

The above described payments in lieu of property taxation shall be paid to the Tax Commissioner of Walton County, Georgia.

The Company may, at any time, terminate the Lease, which termination would require payment in full of the Bonds. If the Company owns the Bonds, this may be accomplished by canceling the Bonds and surrendering them to the Authority. At any time that the Lease is terminated or has expired, the Project will be taxed based upon the valuation formula set forth above for that portion of the year in which the Lease was in effect, and based upon the standard non-leasehold valuation for that portion of the year after the Lease was terminated.

By their signatures appearing at the end of this Memorandum, all parties concur in the above valuation of the Leasehold Interests for ad valorem tax purposes by the Walton County Board of Assessors.

4. The Company agrees, whether or not the transactions contemplated by this Memorandum shall be consummated, (a) to pay and save the Authority, the County, the City, the Board of Assessors, the School Board and their respective members, officers, agents, employees and attorneys (each, an "Indemnified Party") harmless against liability for the payment of all reasonable and necessary expenses arising in connection with the transactions contemplated by this Memorandum and (b) to protect, indemnify and hold each Indemnified Party free and harmless from any loss, claim, damage, tax, penalty, liability, disbursement, litigation expense (including attorney's fees and expenses reasonably and actually incurred) or court cost arising out of or in any way relating to, the execution or performance of this Memorandum, validation, offering, sale or issuance of the Bonds or any other costs whatsoever pertaining thereto; provided, however, nothing contained herein shall be construed to require the Company to indemnify any Indemnified Party for any claim, cost or expense which is incurred as a result of the gross negligence, willful misconduct or unlawful act of such Indemnified Party. This indemnification shall survive the termination of this Memorandum and the payment in full of the Bonds, if issued.

5. No covenant, agreement or obligation contained herein shall be deemed to be a covenant, agreement or obligation of any member, officer, employee or agent of the parties hereto in his/her individual capacity. No member, officer, employee or agent of the parties hereto shall incur any personal liability or personal accountability by reason of the execution hereof or with respect to any action taken by him/her pursuant to this Memorandum.

6. The Company hereby agrees that it shall be responsible for all fees and expenses relating to the issuance of the Bonds, and all fees and expenses reasonably related to the Bonds or this transaction for so long as any portion of the Bonds remain outstanding, including those of (a) the Authority, (b) counsel to the Authority, Atkinson Ferguson, LLC, (c) counsel to the Company, Lynn Gavin, Attorney and (d) any other professionals or experts retained with the Company's approval in connection with the issuance of the Bonds. In addition, the Company shall be responsible for all expenses relating to the validation process with respect to the Bonds in the Superior Court of Walton County.

7. The Company shall pay to the Authority an annual administrative fee of \$1,000 for each year (or partial year) that any portion of the Bonds remain outstanding. Such annual administrative fee shall be paid at the initial closing of the Bonds, and thereafter on the anniversary of such date for so long as any portion of the Bonds remain outstanding. In addition, the Company shall pay to the Authority, at the initial closing of the Bonds, a bond issuance fee in the amount of \$25,000.

8. Upon request of the Company, and at no additional charge to the Company (other than customary closing costs), the Authority shall convey to the Company (on the date hereinafter set forth) that approximate 17.3 acre parcel adjoining the Company's property, as shown on Exhibit A attached hereto (the "Adjoining Parcel"). The valuation of such Adjoining Parcel for such conveyance shall be \$45,000 per acre (estimated to total \$778,500), though the actual consideration for such conveyance shall be at no additional charge (other than customary closing costs), as set forth above. The date of such conveyance shall be at such time as the Company requests in connection with the Project. The deed to the Company for such conveyance of the Adjoining Parcel shall include, substantively, the following reversionary clause: in the event the Company does not complete construction of an additional warehouse building of no less than 100,000 square feet on the Adjoining Parcel and minimum investment of \$20,000,000 as set forth in the MOA between the parties within 24 months of the date the conveyance to the Company, then the Adjoining Parcel shall automatically revert to the Authority and the Company shall execute such deeds or similar instruments as the Authority may request to effectuate and confirm such transfer.

9. The Authority has commenced and shall diligently pursue state grants for funds necessary to fund the extension of Piedmont Parkway to U.S. Highway 78, so as to create a right in, right out intersection thereon. The Company agrees to pay to the Authority, fifty-percent (50%) of all costs and fees associated with pursuing or obtaining any such grants. The Company acknowledges that such grants are conditioned upon the Company constructing the improvements and making the minimum investment described in Section 8 above.

10. The Authority shall use good faith efforts in seeking to provide the Company with workforce development assistance as may be available through the State of Georgia or its agencies,

provided that the Authority shall not be required to pay for or fund the actual workforce development assistance.

11. Notwithstanding anything herein to the contrary, the Company shall have the option to terminate this Memorandum in its sole and absolute discretion if any type of government development that the Company deems to be detrimental to the overall economic viability of the community is constructed or placed into service within a radius of two miles or less of the Facility by providing notice in writing of such termination to all parties hereto 30 calendar days prior to such termination.

(Signatures on Following Page)

This _____ day of _____, 2018

HITACHI AUTOMOTIVE SYSTEMS AMERICAS, INC.

By: _____

Its: _____

(Signature Page to Hitachi Automotive Systems Americas, Inc. Memorandum of Agreement)

DEVELOPMENT AUTHORITY OF WALTON COUNTYBy: Its: Chairman

(Signature Page to Hitachi Automotive Systems Americas, Inc. Memorandum of Agreement)

CITY OF MONROE, GEORGIA

By: _____

Its: _____

WALTON COUNTY, GEORGIA

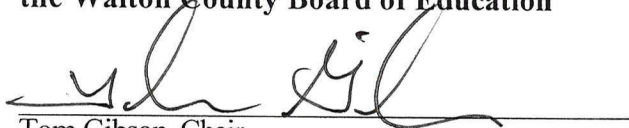
By: Kevin W. RiddleIts: Chairman

WALTON COUNTY BOARD OF TAX ASSESSORS

By: _____

Its: _____

WALTON COUNTY SCHOOL DISTRICT,
acting by and through its governing authority,
the Walton County Board of Education

A handwritten signature in black ink, appearing to read "Tom Gibson", written over a horizontal line.

Tom Gibson, Chair
Walton County Board of Education

A handwritten signature in blue ink, appearing to read "Nathan Franklin", written over a horizontal line.

Dr. Nathan Franklin, Superintendent and Secretary
Walton County Board of Education

Piedmont Regional Industrial Park
Monroe, Georgia



**WALTON COUNTY BOARD OF EDUCATION
RESOLUTION OF SUPPORT FOR PROPOSED PROJECT OF
HITACHI AUTOMOTIVE SYSTEMS AMERICAS, INC.**

WHEREAS, the Walton County Board of Education and Superintendent have been informed by representatives of Hitachi Automotive Systems Americas, Inc., a corporation organized and existing under and by virtue of the laws of the State of Delaware and authorized to do business in the State of Georgia (the "Company") that the Company is presently contemplating the construction of certain additional buildings and the acquisition of certain equipment, and machinery and tooling to be used in the proposed production of certain automotive parts (the "Project") at the Company's automotive parts manufacturing facility located at 1000 Unisia Drive, Monroe, Georgia in Walton County, Georgia (the "Facility"); and

WHEREAS, the Walton County Board of Education and Superintendent were further informed by representatives of Hitachi that the Project is dependent upon several factors, including the Company receiving contracts from its customers for multiple automotive products; the Company deciding to locate the Project at the Facility in Monroe, Walton County, Georgia rather than another manufacturing location outside of Walton County, Georgia; the Company securing a qualified workforce at the Facility in Monroe, Walton County, Georgia; and the Company receiving a tax abatement incentive through the Development Authority of Walton County, Georgia; and

WHEREAS, the Walton County Board of Education and Superintendent have further been informed by representatives of the Company that the Project may result in up to \$330,000,000 of capital being invested (dependent upon the conditions stated above) in Walton County, Georgia in that the Company anticipates that the Project may require capital expenditures of up to \$330,000,000 (dependent upon the conditions stated above) during the period of January 1, 2018, through and including December 31, 2022, with a required minimum investment of \$100,000,000 over such five year period; and

WHEREAS, the Walton County Board of Education and Superintendent were further informed by representatives of Hitachi that the Project may increase employment opportunities in Walton County, Georgia in that Hitachi anticipates that a minimum of 100 additional jobs may be created in connection with the Project at the Facility; and

WHEREAS, the Walton County Board of Education and Superintendent were further informed by representatives of Hitachi that Hitachi is proposing that such tax abatement incentive be structured such that the Development Authority of Walton County would make taxable revenue bond financing available to Hitachi in an amount not to exceed \$330,000,000 in connection with the Project and memorialized in a memorandum of agreement to be executed by Hitachi, the Development Authority of Walton County; the Walton County Board of Education; Walton County; the City of Monroe; and the Walton County Board of Tax Assessors; and

WHEREAS, the Walton County Board of Education and Superintendent were further informed by representatives of Hitachi that Hitachi is proposing that such tax abatement incentive also consist of Hitachi making payment of ad valorem taxation that would otherwise be due on the assessed leasehold interest on the Project to the Walton County Board of Education; Walton County, Georgia; and the City of Monroe in accordance with the following schedule: 0% payment for the first calendar year, 20% payment for the second calendar year, 40% payment for the third calendar year, 60% payment for the fourth calendar year, 80% payment for the fifth calendar year, and 100% for the sixth calendar year, and all years thereafter (the "Tax Abatement Incentive"); and

WHEREAS, the Walton County Board of Education and Superintendent were further informed by representatives of Hitachi that Hitachi is also proposing that notwithstanding such tax incentive abatement, Hitachi will also make certain payments in lieu of taxes directly to the Walton County School Board in a maximum amount of \$100,000 for the first calendar year of the Project and in a maximum amount of \$100,000 for the second calendar year of the Project (the "Payments In Lieu of Taxes" and together with the Tax Abatement Incentive and the Project, collectively, the "Proposed Project");

THEREFORE, BE IT RESOLVED, the Walton County Board of Education and Superintendent on this 13th day of February, 2018, hereby pledge to support the Proposed Project of Hitachi as described herein in that such Proposed Project will benefit the education system and students of Walton County.



Tom Gibson, Chair
Walton County Board of Education



Dr. Nathan Franklin, Superintendent and Secretary
Walton County Board of Education