



## Council Meeting

### AGENDA

**Tuesday, October 12, 2021**

**6:00 PM**

**City Hall**

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

- 1. Invocation**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Approval of Consent Agenda**
  - [a.](#) September 7, 2021 Council Minutes
  - [b.](#) September 14, 2021 Council Minutes
  - [c.](#) September 14, 2021 Executive Session Minutes
  - [d.](#) September 28, 2021 Planning & Code Committee Minutes
  - [e.](#) September 21, 2021 Planning Commission Minutes
  - [f.](#) September 9, 2021 Historic Preservation Commission Minutes
  - [g.](#) September 28, 2021 Historic Preservation Commission Minutes
  - [h.](#) Approval - HVAC Purchase and Installation - Paulson-Cheek Mechanical for a total cost of \$15,800.00. (Recommended for Council approval by Public Safety Committee October 5, 2021)

#### **II. PUBLIC PRESENTATIONS**

- [1.](#) Proclamation - Domestic Violence Awareness Month

#### **III. PUBLIC FORUM**

- 1. Public Comments**

- IV. NEW BUSINESS**

1. Preliminary Plat Review - Mountain Creek Estates
2. Preliminary Plat Review - River Pointe
3. 1st Reading - GMEBS Amended and Restated Defined Benefit Retirement Plan Ordinance
4. 2nd Reading - Zoning Ordinance Code Text Amendment #11
5. Renewal - Health and Ancillary Insurance

- V. MAYOR'S UPDATE**

- VI. ADJOURN**

The Mayor and Council met for a called meeting.

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

Staff Present: Danny Smith, R.V. Watts, Andrew Dykes, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Chris Bailey, Sadie Krawczyk, Brad Callender

Visitors: Julie Sams, Jason Sams, Teri Smiley, Stephanie Calabrese, Kerie Rowe, Emilio Kelly, Charles Boyce IV, Ron Coleman, Tara Polson, Mark Polson, Lee Garrett

**I. CALL TO ORDER – JOHN HOWARD**

**1. Roll Call**

Mayor Howard noted that all Council Members were present, except Council Member Lee Malcom. There was a quorum.

*Council Member Lee Malcom arrived at 6:10 pm.*

**2. City Administrator Update**

City Administrator Logan Propes stated they are continuing to monitor how the COVID outbreak is affecting Monroe and Walton County; the City is trying to conduct business accordingly. He stated the City lost two employees from COVID last week. He explained the City may go back to virtual meetings if the outbreak ramps up too much.

**3. Central Services Update**

Mr. Chris Bailey stated the facilities and grounds crews picked up over 3,500 pounds of trash around the City. A pre-construction meeting will be held next week for the 2020 CDBG, and construction should be starting around the first of October. He explained the new striping has been done on the parking lots at City Hall, Pilot Park, and at On-Stage Walton. Phase II of the Plaza Shopping Center Project should be underway; the pre-construction meeting was held last Friday. He stated the second Community Cleanup Day is scheduled for December 4, and the updated project timeline is attached to the report.

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

Ms. Beth Thompson presented the monthly Finance Report. Revenues and expenses are trending as budgeted citywide. The Sales Tax Revenues continue to increase year after year. They are working on the 2022 Capital and Operating Budgets; the Department Heads have submitted their budget requests. She explained there will be a Budget Planning Retreat held in the next couple of months, and there will be a Financial Transparency Tool implemented in October.

Council, City Administrator, and Ms. Beth Thompson discussed revenues, expenses, specific guidelines, special operating funds, and the Financial Transparency Tool.

**b. Approval – 2022 Personal Health Assessment and Wellness Credits Tiered Program**

Mr. Les Russell presented a Tiered Program for the 2022 Wellness Credits. He stated it is time for open enrollment and the Personal Health Assessments. Currently, there are wellness credits given from the deductible amounts for BMI, blood pressure, cholesterol, and no tobacco use. There were originally 24 employees that did not qualify for any deductible credits and now that number is down to six. He requested approval to create a second tier of credits; he reviewed the lower guidelines that would have smaller credits. As an incentive, this year a \$500 wellness credit will be offered for employees that show proof of having gotten the COVID vaccine by December 1, 2021. He explained Piedmont Walton will provide the Personal Health Assessments in the Clinic at City Hall for a total cost of \$25 per employee.

Mayor, Council, and Mr. Russell discussed deductible credits, COVID vaccinations, incentives, and costs related to COVID.

The committee recommends approval of the Wellness Deductibles for 2022 as presented to Council.

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

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

Mr. Chris Bailey presented the monthly Airport Report. The City received a \$777,000.00 reimbursement from the Georgia Department of Transportation for paving the runway. The engineers are working on the maintenance hangar and terminal building site plans; the designs will be brought to Council in November.

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

Mr. Danny Smith presented the monthly Solid Waste Report. The tonnage at the Transfer Station was down 426 tons compared to this time last year, because of the two-day loss from the incident in July. He explained by partnering with WestRock Recycling more materials are going to be added to the Curbside Recycling Program; food and beverage cartons will be added to the collection list. The new flyer with acceptable items will be added to the City's website. He discussed the OOPS tag which will be used to educate customers on unacceptable items. Customers will have three opportunities to get it right, prior to the cart being pulled for three months. This is to reduce the amount of contamination going into the curbside program and the

processor. Mr. Smith stated participation is way up; they ran out of carts and have ordered more. Glass collection participation is also up. He reviewed the Holiday Route Schedule.

**b. Discussion / Approval – Emergency Purchase Automated Side Loader Truck**

Mr. Danny Smith explained the emergency purchase of the automated side loader for the additional cost of \$8,673.00 totaling \$278,673.00. The purchase was an emergency because there was a 15% increase going into effect at the end of August, which would have raised the price to \$320,000.00.

The committee recommends approval of the emergency purchase of the Automated Side Loader from Carolina Environmental Systems for the amount of \$278,673.00 to Council.

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

**c. Monthly Streets & Transportation Report**

Mr. Chris Bailey presented the monthly Streets & Transportation Report. The LMIG Project started much quicker than planned, but has since been delayed due to COVID. East Washington has been milled; Bryant and Pine Crest will be milled next week. He explained Walton County will be paving East Washington from Broad Street to South Madison tomorrow and Thursday. The section going from South Madison to Felker will be paved early next week. He stated the crews have been patching and working on the easements for the upcoming stormwater projects. They have been working on the maintenance and paving on Green, West Marable, and Nowell Street. They have also been working on drainage projects and runway edges at the Airport.

**4. Utilities**

**a. Monthly Electric & Telecom Report**

Mr. Brian Thompson presented the monthly Electric & Telecom Report. The contract crews for the Madison Avenue Project are in the Gulf Coast helping to restore power from the hurricane. The hurricane is causing issues with getting transformers. He stated Publix, Marshall’s and Ross are powering from a transformer now. There are only three other transformers to be installed for the project, and they should be finished next week. He explained the City got a full membership into the Solar Project; it was oversubscribed so he is unsure of the allocation at this time. The crews have been installing conduit for fiber in a lot of subdivisions, but they are having to wait on the electronics to be delivered.

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

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, & Gas Report. He explained the gravity line for the Alcovy River and Highway 138 Sewer Project is about 85% complete. The contractor has started on the Sewer Plant Rehab. The 18-inch pipe going to MAB Development has been completed and pressure tested; it will be chlorinated next week. The 24-inch raw water line and the 20-inch finished water main are 45% complete; prequalification’s for the contractors will be bid on December 2. The Loganville Water Line has been completed, except for the pressure sensors, which should be delivered within the next couple of days.

**c. 2022 CDBG Grant Administration Services Selection**

Mr. Chris Bailey presented the Grant Administration Services Agreement with Allen-Smith Consulting for the 2022 CDBG. The project will rehabilitate water, sewer, and stormwater systems throughout the City.

The committee recommends to Council approval of Allen-Smith Consulting for the 2022 CDBG Grant Administration Services.

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

**d. 2022 CDBG Engineering Services Selection**

Mr. Chris Bailey presented the Engineering Services Agreement with Carter & Sloope for the 2022 CDBG to rehabilitate water, sewer, and stormwater systems throughout the City.

The committee recommends approval of Carter & Sloope for the 2022 CDBG Engineering Services to Council.

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

**5. Public Safety**

**a. Monthly Fire Report**

Fire Chief Andrew Dykes presented the monthly Fire Report. The department responded to 214 emergency incidents, with five of them being fires. The fire loss was able to be confined to a \$450 appliance. He discussed the Heat Map included in the report, which shows the incident distribution and service demand locations. The City gave and received aid from Walton County about an equal number of times. He included a comparison of incident type statistics from the last four years. The aerial truck, ladder truck, and all of the ground ladders have been tested, as well as all of the pumps, and the necessary repairs have been made.

**b. Monthly Police Report**

Police Chief R.V. Watts presented the monthly Police Report. The calls for service were down by 212 from this time last year, the court cases were up, Part A Crimes were down, and the arrests were up. He explained there was a shooting incident on Perry Street and another in Monroe Estates; arrests were made in both incidents. There were six guns taken off the streets within the last 30 days. The department supported the L&J Harris Kids Foundation Back to School Kickback for 2021. Chief Watts stated the department lost Officer Tracey Conroy, a 49-year-old female, due to complications with COVID. He requested prayers for her family and the department.

**c. Approval – Out of State Travel for Police**

Police Chief R.V. Watts requested approval to move forward on the purchase of a fourth canine for the department, which would give the City constant canine coverage. The funds would come from the sale of asset forfeiture vehicles that were sold on GovDeals. He requested approval to purchase the canine using the asset forfeiture funds; there would be no cost to the tax payers. Officer Michael Bailey would attend the Alabama Canine Law Enforcement Officer Training Center for his Dual-Purpose K-9 Certification, for a total cost of \$22,812.00.

Vice-Mayor Larry Bradley clarified that none of the \$22,812.00 cost for the canine and the training will not come from the General Fund. The cost to the tax payers will be zero.

The committee recommends to Council to allow Officer Michael Bailey to attend the Alabama Canine Law Enforcement Officer Training Center in Northport, Alabama, for a total cost of \$22,812.00 to be paid from Asset Forfeiture Fund.

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

**6. Planning & Code**

**a. Monthly Code Report**

Mr. Brad Callender explained that Mr. Patrick Kelley could not be present tonight, but Council could reach out to him by phone or email if they have any questions about the report.

City Administrator Logan Propes stated the report demonstrates that a lot of the ground covering enforcement issues throughout the City have been addressed.

**7. Economic Development**

**a. Monthly Economic Development Report**

Ms. Sadie Krawczyk presented the monthly Economic Development Report. She discussed the Downtown Development Authority Annual Work Plan for what they will try to achieve in the next 12 months. There will be a Parade and Community Celebration in Downtown Monroe for Olympic Medalist Javianne Oliver on September 18 at 10:00 am; she will be recognized for her outstanding efforts in the Olympics. The City received two awards at the Georgia Downtown Conference; John’s Supermarket received the Best Façade Rehabilitation Award and Monroe Walton Center for the Arts received the Downtown Partner of the Year Award. She stated the City Branding process is getting into the final stage and will be revealed to the community during the Bicentennial Week. The Blaine Station Master Plan will be presented to Planning and Zoning by Lord Aeck Sargent this month and Council next month.

**8. Parks**

**a. Monthly Parks Report**

Mr. Chris Bailey presented the monthly Parks Report. He stated the restroom for Pilot Park has been ordered, and there is a small drainage adjustment that will be made for the lower play area. Phase II is underway at Mathews Park; the additional restroom has been ordered. He explained the restrooms have about a five-month lead time, because they are not made until after they have been ordered. The remainder of the equipment should start arriving in the next couple of months. There will be a company coming in to do a full study of the pond, and the paving will be done in the spring. Keck & Wood will be revising and reworking the master plan for improving the park system, which will be presented to Council next year.

**b. Mathews Park Pavilion Bid Award**

Mr. Chris Bailey presented the recommendation for approval of Great Southern Recreation for the replacement of a 22-foot by 44-foot pavilion and the addition of a 30-foot by 60-foot pavilion. Great Southern Recreation had the lowest bid amount of \$117,800.00. He explained the City will save approximately \$21,000.00 on the pavilions by using the sealed bid process.

The committee recommends approval of Great Southern Recreation for \$117,800.00 to Council.

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

**III. ITEMS OF DISCUSSION**

- 1. Public Hearing – Purchase Sale Agreement for Liberty First Bank Property at 830 Highway 138**
- 2. Public Hearing – Zoning Ordinance Code Text Amendment #11**
- 3. Preliminary Plat Review – 319 South Madison Avenue**
- 4. Approval – Chamber of Commerce Contract**
- 5. Appointment – Housing Authority**
- 6. Professional Services Selection for Monroe Historic Survey Update**
- 7. 1<sup>st</sup> Reading – Zoning Ordinance Code Text Amendment #11**
- 8. Resolution – Adoption of Walton County Hazard Mitigation Plan Update 2020 – 2025**
- 9. Resolution – ARPA Funding**
- 10. Resolution – Georgia Cities Week, October 3 – 9, 2021**
- 11. Resolution – Local Government Lighting Project Agreement**
- 12. Resolution – GEFA Drinking Water State Revolving Fund Loan Application**
- 13. Mayor’s Letter of Acknowledgement Regarding Moore’s Ford**

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

**IV. MAYOR’S UPDATE**

Mayor John Howard stated that by the end of the year the Development Authority will have up to three announcements concerning the Piedmont Industrial Park. This will add some jobs and good financial resources to the City. The Boys and Girls Club held the Duck Derby last week to raise money; there were 3,500 ducks dropped into the Alcovy River. They were able to raise approximately \$35,000.00.

**V. ADJOURN TO EXECUTIVE SESSION**

Mayor Howard stated there is no need for an Executive Session tonight.

**VI. ADJOURN**

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



The Mayor and Council met for their regular meeting.

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

Absent:	Myoshia Crawford	Council Member
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Staff Present:	Jeremiah Still, R.V. Watts, Andrew Dykes, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Chris Bailey, Sadie Krawczyk, Patrick Kelley, Brad Callender, Les Russell
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Visitors:	Sharon Swanepoel, Denise Etheridge, Bruce Hendley, Lori Volk, Ann Mann, Kim Mann, Gareth Fenley, Elizabeth Jones, Rashead Ansley, Julie Sams, Hope Reese, Nancy Moate, Mark Polson, Tara Polson, Kim Jolly, Wayne Jolly, Jason Sams, Michael Mirolli, Michelle Mirolli, Carlos Thompson, Stephanie Calabrese, Kirklyn Dixon, Greg Thompson, Emilio Kelly, Teri Smiley, D. Phillip, Shelly Stephens, Mylinda Knittel, BreAnn Robinson, Virginia Crawford, Jacolin Manning, R. Jackson, Leigh Ann Aldridge, Joey Witcher
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**I. CALL TO ORDER – JOHN HOWARD**

**1. Invocation**

Reverend Ann Mann with the Union Chapel United Methodist Church gave the invocation.

**2. Roll Call**

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

**3. Approval of Agenda**

To approve the agenda as presented.

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

**4. Approval of Consent Agenda**

- a. August 3, 2021 Council Minutes
- b. August 3, 2021 Executive Session Minutes
- c. August 17, 2021 Planning Commission Minutes
- d. July 8, 2021 Downtown Development Authority Minutes
- e. July 28, 2021 Downtown Development Authority Minutes
- f. August 12, 2021 Downtown Development Authority Minutes
- g. July 8, 2021 Conventions and Visitors Bureau Minutes
- h. August 12, 2021 Conventions and Visitors Bureau Minutes
- i. January 9, 2020 Urban Redevelopment Agency Minutes
- j. Approval – 2022 Personal Health Assessment and Wellness Credits Tiered Program – To approve the Wellness Deductibles for 2022 as presented. (Recommended for Council approval by Finance Committee September 7, 2021)
- k. Approval – Emergency Purchase Automated Side Loader Truck – To purchase from Carolina Environmental Systems for \$278,673.00. (Recommended for Council approval by Public Works Committee September 7, 2021)
- l. 2022 CDBG Grant Administration Services Selection – Approval of Allen-Smith Consulting. (Recommended for Council approval by Utilities Committee September 7, 2021)
- m. 2022 CDBG Engineering Services Selection – Approval of Carter & Sloope. (Recommended for Council approval by Utilities Committee September 7, 2021)
- n. Approval – Out of State Travel for Police – To allow Officer Michael Bailey to attend the Alabama Canine Law Enforcement Training Center in Northpoint, Alabama for \$22,812.00. (Recommended for Council approval by Public Safety Committee September 7, 2021)
- o. Mathews Park Pavilion Bid Award – Approval of Great Southern Recreation for \$117,800.00. (Recommended for Council approval by Parks Committee September 7, 2021)

To approve the consent agenda as presented.

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

**II. PUBLIC PRESENTATION****1. John's Supermarket Renovation – Georgia Downtown Association – Best Façade Rehabilitation Award**

Ms. Sadie Krawczyk recognized John's Supermarket for being awarded the Best Façade Rehabilitation of the Year Award from the Georgia Downtown Association.

**2. Monroe Walton Center for the Arts – Georgia Downtown Association – Downtown Partner of the Year Award**

Ms. Sadie Krawczyk recognized the Monroe Walton Center for the Arts for their outstanding work. They were recently awarded the Downtown Partner of the Year Award by the Georgia Downtown Association for their programs, classes, and their support of the community.

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

Ms. Gareth Fenley, of 1695 Brushcreek Drive, stated that she spoke more than two years ago concerning racial injustice and the Moore's Ford Lynching. She is proud of the progress being made. She discussed the possibility of a memorial plaque and the statement written by Mayor

Howard, which was considered by the Monroe Diversity Board, of which she is a member. Ms. Fenley read some phrases from the letter and explained that the Board made a number of suggestions for the letter. The Board wanted the letter to come out a long time ago and whole heartedly support the sentiments of the letter. She stated people are beginning to confront the racial injustice in Monroe. The painful impact on the community today is the most important reason something should be done. The memorial will provide a public acknowledgment and is a tiny step in moving forward as a City and a County.

Mr. Rashead Ansley, of 32 Michael Etchison Circle, spoke on behalf of the Diversity Board; he requested approval of the Moore’s Ford letter of apology. He discussed how the organization was formed to add diversity to the City. They have done a lot of class studies and interviewed a lot of people, and their feedback shows that there is not enough diversity. He explained Mayor Howard invited the group to speak for the people who may not have a voice. The Board has discussed the different health issues of being an African American, improving the business sector, and promoting diversified businesses in Walton County. They have all agreed that the trust, communication, and morale must be improved before these things will change. He explained the Board introduced this letter as a way of helping things improve. The letter was basically a way of addressing the hurt that people felt from that time; it is a way of putting forth an effort to progress to a better place.

Mr. Carlos Thompson stated he is a member of the Diversity Board and Mr. Garrett did not speak with him. Mr. Bradley made comments concerning what happened to Michael Etchison in the line of duty and what happened to another individual in the line of duty. The comments were like comparing apples to oranges; these people were brutally murdered. He stated we don’t want an acknowledgment; we want a full-fledged apology. He does not agree with an acknowledgement. He stated we are all responsible indirectly, because our ancestors owned slaves. Indirectly, we have all benefited from land being stolen and victims being raped. There is a cloud over Monroe and issues that have to be dealt with. Mayor Howard has done some great, progressive things here. The letter had some language that the Board wanted changed; it has nothing to do with the election. He stated the Board wants a marker. Policies and Procedures cannot be used against the monument or the other monuments should not be there. The monument would only be placed here temporarily. Everyone needs to do some real soul searching. He prays everyone will make the right decision for healing and closure; they need to be recognized for the brutal way they were murdered.

**2. Public Hearing**

**a. Purchase Sale Agreement for Library First Bank Property at 830 Highway 138**

City Administrator Logan Propes presented the proposal to purchase the property located at 830 Highway 138 from Liberty First Bank for \$1,150,000.00. The purchase would be owner-financed through Liberty First Bank. He explained the ultimate goal is to create connectivity from Highway 138 to Mayfield Drive. This is a long-term goal and a protective real estate acquisition.

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

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

*No Action.*

**b. Zoning Ordinance Code Text Amendment #11**

Code Enforcement Officer Patrick Kelley explained the text amendment has been reflected in the Zoning Ordinance. The text amendment is to insert the by right usage into the M1 Zoning District; the uses are crops grown under cover and bio diesel production.

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

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

*No Action.*

**IV. NEW BUSINESS**

**1. Purchase Sale Agreement for Liberty First Bank Property at 830 Highway 138**

To approve the Commercial Multiyear Purchase and Sale Agreement with Liberty First Bank as presented.

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

**2. Preliminary Plat Review – 319 South Madison Avenue**

Code Enforcement Officer Patrick Kelley presented the Preliminary Plat Review for The Overlook of Monroe located at 319 South Madison Avenue. He stated the plat meets with the Development Regulations and Standards of the City. The Planning & Zoning Commission and Code Office recommend approval.

To approve the Preliminary Plat for The Overlook of Monroe.

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

**3. Approval – Chamber of Commerce Contract**

City Administrator Logan Propes explained the Walton County Chamber of Commerce Contract is a standard renewal for \$5,774.80.

To approve the contract for the period of one year.

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

**4. Appointment – Housing Authority**

To reappoint Stacey Favors to a five (5) year term to expire October 6, 2026.

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

**5. Professional Services Selection for Monroe Historic Survey Update**

Ms. Sadie Krawczyk stated the Historic Preservation Commission reviewed the proposals submitted to conduct Phase I of the Historic Survey Update. The recommendation from the Commission is

WLA Studio. Their proposal is within budget and meets the criteria set forth for using Grant Funds by the State of Georgia.

To contract with WLA Studio.

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

**6. 1<sup>st</sup> Reading – Zoning Ordinance Code Text Amendment #11**

City Attorney Paul Rosenthal presented the first reading of the ordinance.

**7. Resolution – Adoption of Walton County Hazard Mitigation Plan Update 2020 – 2025**

City Administrator Logan Propes explained staff will be working on further updates to the Mitigation Plan, specifically in terms of Electric and applying for additional Federal Funding for better smart grid technology.

To approve the resolution.

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

**8. Resolution – ARPA Funding**

To approve the resolution.

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

**9. Resolution – Georgia Cities Week, October 3 – 9, 2021**

To approve the resolution.

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

**10. Resolution – Local Government Lighting Project Agreement**

To approve the resolution.

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

**11. Resolution – GEFA Drinking Water State Revolving Fund Loan Application**

To approve the resolution.

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

**12. Mayor’s Letter of Acknowledgement Regarding Moore’s Ford**

Mayor John Howard stated an actual policy will be brought back to Council, prior to the previously discussed marker being done. He plans to have the policy done by the end of the year; the

installation time frame will depend on the supplier. The letter was finally agreed upon last Tuesday morning, after much discussion and deliberation from the Diversity Advisory Board, who advises the Mayor’s office. Mayor Howard read the Letter of Acknowledgement, which he has signed. The letter will be going to the newspaper, and any Council Members who choose to sign the letter will be given the opportunity immediately following the meeting.

Council Member David Dickinson stated that he guesses he failed as a preacher last week, when discussing the Book of Amos. This week he is going to preach from the New Testament and the letter to the Galatians. In the letter Apostle Paul declares the Magna Carta of Christianity, which is basically the formula that sets us all free and says we are all the same people regardless of background, color, and gender. It states “We are all one people in Christ”. Mr. Dickinson is concerned about people thinking this is a political point; he has worked on this for 25 years and will continue this work until the day he dies, whether he gets reelected or unelected. He stated when he leaves this earth, he wants to leave it emptied out to make this world and his community a better place. People need to build bridges not burn them. He promised the Diversity Board that he would support this letter and the marker. He intends to sign this letter and hopes that others will; this is about doing what is right and expressing universal love for all humanity.

*No Action.*

**V.            MAYOR’S UPDATE**

Mayor John Howard apologized to Chief Watts for what he has had to go through this year; he has lost two officers within the last six months. Mayor Howard, Mr. Propes, Ms. Thompson, and Mr. Bailey have met individually with Mr. Ross Bradley, Mr. Tyler Gregory, and Mr. Larry Bradley concerning a major pay increase for City Officers next year. He stated they are also looking at ways to enhance Public Safety benefits. He and Chief Dykes have both met with the Daughters of the Revolution for Constitution Week. Silver Medalist Javianne Oliver will be celebrated Saturday on the Historic Courthouse steps, and there will be a parade.

**VI.          ADJOURN TO EXECUTIVE SESSION**

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

**RETURN TO REGULAR SESSION**

**VII.        ADJOURN**

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

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**MAYOR**

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**CITY CLERK**

The Mayor and Council met for an Executive Session.

- |                    |                      |                    |
|--------------------|----------------------|--------------------|
| Those Present:     | John Howard          | Mayor              |
|                    | Larry Bradley        | Vice-Mayor         |
|                    | Lee Malcom           | Council Member     |
|                    | Ross Bradley         | Council Member     |
|                    | Norman Garrett       | Council Member     |
|                    | Tyler Gregory        | Council Member     |
|                    | Nathan Little        | Council Member     |
|                    | David Dickinson      | Council Member     |
|                    | Logan Propes         | City Administrator |
|                    | Debbie Kirk          | City Clerk         |
|                    | Paul Rosenthal       | City Attorney      |
| <br>Absent:        | <br>Myoshia Crawford | <br>Council Member |
| <br>Staff Present: | <br>Brad Callender   |                    |

**I. Call to Order – John Howard**

**1. Roll Call**

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

*Council Member Norman Garrett arrived at 7:01 pm.*

**II. Real Estate Issue (s)**

**1. Real Estate Matter**

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

**III. Adjourn to Regular Session**

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

\_\_\_\_\_  
**MAYOR**

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**CITY CLERK**

Planning & Code Committee Members Present: Lee Malcom, Chair  
 Myoshia Crawford  
 Larry Bradley  
 David Dickinson

Staff Present: Logan Propes  
 Sadie Krawczyk  
 Brad Callender  
 Debbie Kirk

Guests: Denise Etheridge

**I. CALL TO ORDER – Larry Bradley**  
 To approve the agenda as presented.

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

*Chair Lee Malcom arrived at 5:40 pm.*

**II. MATTERS BEFORE COMMITTEE**

**1. Discussion – Review of Responses to Comprehensive Plan RFP**

The Committee discussed the proposals received for consulting services for the mandatory Comprehensive Plan (“Plan”) update that is due June 2022, which must be completed every five years. Staff presented their top three recommendations selected out of the seven Request for Proposals received.

The project goals will include assembling and analyzing data regarding all the existing conditions within the City of Monroe and utilizing that data to develop policies, actions, and an implementation plan to guide future development and decision making within the community with a horizon year of 2032.

The Committee’s consensus in choosing a consultant is to have a localized approach, be extremely responsible, utilize public participation, meet the timeline by the agreed date, incorporate the Council’s wishes, and based on the consultant’s past experience with municipal plans for other towns and cities comparable to the size of Monroe.

The Committee recommends approval of the Consultant Services of Hall Consulting to update the City’s Comprehensive Plan in the amount of \$97,000.00 to Council at the October 5, 2021 Called Meeting.

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

**2. Other Discussion or Direction for Staff**

The committee and staff discussed the status of the MAB project, upcoming text amendments, the Blaine Station project, and various other upcoming projects.

*No Action.*

**III. ADJOURN**

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



**MONROE PLANNING COMMISSION  
MEETING MINUTES—September 21, 2021**

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

**Absent:** Mike Eckles

**Staff:** Pat Kelley – Director of Code  
Laura Wilson – Code Department Assistant  
Brad Callender – Planner

**Visitors:** Allyn Jones, Lee Rowell, Ray Cunliffe, Jim Sibley

Call to Order by Acting Chairman Camp at 5:36 pm.

Acting Chairman Camp asked for any changes, corrections or additions to the August 17, 2021 minutes.

Motion to approve minutes.

Motion Parks. Second Sisk  
Motion carried unanimously

Acting Chairman Camp asked for a Code Officer Report.

Kelley: The agenda has to be amended to remove the Conditional Use Permit Application for 611 Davis St, the Rezone Application for 140 Blaine St, and the Zoning Code Text Amendment #12 because the Walton Tribune failed to advertise those zoning actions in compliance with the ZPL (Zoning Procedures Law). All three of those items will be readvertised and heard in October.

Motion Sisk. Second Parks.  
Motion Carried

Old Business: None

New Business:

**First Item of New Business:** is Preliminary Plat Case #149, a request for preliminary plat approval for a single-family residential development at 935 McDaniel St named Mountain Creek Estates, encompassing 49.82 acres. This is a previously attempted development with a new developer and will be modified to meet current zoning and development requirements.

Code Department recommends approval subject to the corrections listed in the staff report (16 items, mostly administrative items).

Acting Chairman Camp entertained a motion.

Motion to approve with conditions listed

Motion Treadaway. Second Sisk.  
Motion Carried

**Second Item of New Business:** is Preliminary Plat case #157, a request for preliminary plat approval of single-family residential development located at the southwest corner of Double Springs Church Road and Cedar Ridge Road named River Pointe, encompassing approximately 200 acres. The application was submitted by The Pacific Group LLC on behalf of the property owners, The Rowell Family Partnership and Jane Jay Still.

The Code Department recommends approval subject to the four corrections listed in the staff report.

Ray Cunliffe from The Pacific Group spoke in favor of the project. He noted all of the conditions listed in the staff report had been corrected and requested the Commission members vote for approval of the project.

Acting Chairman Camp asked for background on the project. Cunliffe replied the project is for 310 lots under the property’s current zoning of R1 for single family detached homes.

Treadaway: Is this a development that was started back in the 2000s?

Cunliffe: No, it is a raw property, undeveloped

Acting Chairman Camp: What is the price point for these homes?

Cunliffe: 350k-450k

Parks: How many homes per acre is the development?

Kelley: Approximately 1.5, meeting R1 standards

Acting Chairman Camp entertained a motion.

Motion to approve with conditions listed

Motion Treadaway. Second Sisk.

Motion Carried

Acting Chairman Camp entertained a motion to adjourn.

Motion to adjourn

Motion Parks. Second Sisk

Meeting adjourned at 5:45pm

Historic Preservation Commission  
Meeting Minutes  
Called Meeting—September 9, 2021

Present: Jane Camp, Fay Brassie, Elizabeth Jones, Susan Brown

Absent: Mitch Alligood

Staff: Laura Wilson, Code Department Assistant  
Sadie Krawczyk, Director of Economic Development

Visitors: Clayton Mathias, Shauna Mathias

Meeting called to order at 6:02 P.M.

**The First Item of Business:** Request for COA #187 at 239 E Marable St. The applicants are Clayton and Shauna Mathias, owners of said property. The request is to make exterior changes to the structure including a new roof and windows.

Clayton and Shauna Mathias spoke to the request. They stated the house is being fully restored including a new roof and windows. Clayton explained the roof is currently made up of many different materials including metal and shingles. There are multiple layers of shingles on the roof and active leaks. They would like to replace the entire roof with black architectural shingles. For the windows, they are requesting single pane 1/1 windows in the original size. They would like to make the house look like it used too.

Question Brassie: Are the windows that the previous owner did not replace, are they the single 1/1?  
Answer: Yes. The current windows are a variety of sizes and in a varied state of repair—several with missing and broken panes.

Question Brown: Have you done another house in Monroe?  
Answer: Yes, 410 Mill Street

Question Brassie: What size windows are you going back to? (Referring to the different size windows on each side of the house)  
Answer: Back to the original size

Question Brassie: What about the transom type window over the front door?  
Answer: We will be putting glass back in it

Question Brown: Have you thought about using 2/2 or 2/1 windows?  
Answer: Due to the backlog of materials, it would take approximately five months to get different windows in; that is why we went with clear glass.

Question Brassie: Would you consider using a molding/mutton in the window to make it look 2/2 or 2/1?  
Answer: We are not sure who to go for that

Brassie: We want to make sure you keep the character of the house and an overlay on the windows would accomplish that.

To table approval of the windows until tomorrow (9/10/21) until Commission members could visit the house to determine if the windows should be 2/2 or 1/1.

Motion by Brassie, Seconded by Brown

Motion carried

To approve the roof as presented

Motion by Camp, Seconded by Brown

Motion carried

Old Business: None

New Business:

**The First Item of Business:** Selecting a company to complete Phase 1 of the Historic Survey; eleven companies submitted bids for the project. Sadie Krawczyk explained to the Commission members that this is the first year of a multiyear project and that the City was also going to partner with graduate students from the University of Georgia to complete the survey. The first phase of the project includes approximately 550 units, encompassing properties constructed prior to 1981. She also stated the City was in danger of losing its Certified Local Government status because the historic survey was so out of date. The City received a \$15,000 grant for Phase 1 with the total project costing approximately \$33,000.

Commission members discussed different aspects of each proposal and how to grade the proposals according to the providing grading sheet. Several proposals were deemed to be incomplete and therefore rejected as they were submitted without a project timeline or budget. Prior to the meeting each proposal was reviewed and graded by staff. The Commission decided to review and grade the top four companies as chosen by staff according to the grading sheet. The company with the highest score according to the grading sheets as filled out by the Commission would be selected. The Commission members will submit their grading sheets to Laura Wilson the next day.

Acting Chairman Jones entertained a motion to adjourn.

To adjourn

Motion by Camp. Second by Brown.

Motion carried. Adjourned at 6:47 pm

Historic Preservation Commission  
Meeting Minutes  
Regular Meeting—September 28, 2021

- Present: Mitch Alligood, Jane Camp, Fay Brassie,
- Absent: Elizabeth Jones, Susan Brown
- Staff: Patrick Kelley, Director of Code  
Laura Wilson, Code Department Assistant
- Visitors: Ronnie Viar, Lawrence Parker, Lisa Parker, Mark Hammes, David Jones, Alisa Howard, and Neal Howard

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

Chairman Alligood asked if there were any changes or corrections to the July 27, 2021 minutes.  
To approve as submitted.

Motion by Brassie. Second by Camp  
Motion carried.

**The First Item of Business:** Request for COA #234 at 206 Bold Springs Ave. The applicant is Marc Hammes, on behalf of Crista Carrell and Rick Huszagh, owners of said property. The request is to make exterior changes to the structure by adding gutters to the front facade. Hammes explained that they wanted to add gutters to the front porch to prevent the porch from rotting further.

Question Brassie: Where is the water going to drain?  
Hammes: To the side of the house

Question Chairman Alligood: What color will the gutter be?  
Hammes: Black or the same color as the house

Chairman Alligood asked if there were any questions from the public: none

To approve the gutter as presented  
Motion by Camp, Seconded by Brassie  
Motion carried

**The Second Item of Business:** Request for COA #235, a request for an attached garage addition at 711 Lawrence St. The applicants are Ronnie and Amy Viar, owners of said property. Ronnie Viar spoke to the request. He is asking permission to build a 32x40 foot addition on the backside of the house. The siding, roof shingles, and window trim would match what is currently on the house. It would be a side entry two-car garage. The existing gravel driveway would remain with a concrete apron onto Lawrence Street to prevent erosion.

Chairman Alligood asked if there were any questions:

Brassie stated her concerns about the size of the garage, the pitch of the roof on the addition, and what the addition would do to the profile of the house. She made the statement that houses of this era were built

without garages and the addition would change the character of the house. Discussion continued between Viar and the Commission Members about the profile of the roof for the proposed addition. Brassie requested more detailed drawings of the proposed addition showing how exactly it will look and attach to the existing structure.

Viar asked if he would have to come back to another meeting. Kelley stated if there were no comments from the public, the Commission members could decide email.

Chairman Alligood asked if there were any public comments: none

To provide the Commission with front and side elevations of the proposed addition  
Motion by Camp. Second by Brassie  
Motion carried

**The Third Item of Business:** Request for COA #229, a request for a rear deck addition at 204 N. Jackson St. The applicant is David Jones, owner of said property. Jones spoke to the request, explaining 10 or 15 years ago he got approval from the Historic Preservation Commission for a back deck but the project was delayed due to a kitchen renovation. They are now ready to move forward with the project again. The deck cannot be seen from the street. It will be made of wood or wood composite, no roof.

Chairman Alligood asked if there were any public comments: none

To approve as presented  
Motion by Brassie. Second by Camp  
Motion carried

**The Fourth Item of Business:** Request for COA #236, a request for demolition of the structure at 1238 S. Madison Ave. The applicants are Lawrence and Lisa Parker, owners of said property. Lawrence Parker spoke to the request. He stated they originally purchased the property in August 2020 with the hopes of renovating the property. Immediately after purchasing the property, they removed 60 tires from the site, cut down overgrown trees, and tried to fix any code violations. In trying to bring the property up to code, more problems were discovered including structural, electrical, plumbing, and HVAC.

Parker then explained they own two lots on South Madison and two lots that back up to the property at 1238 South Madison which front on Atha Street. After discovering the structural issues with the house, the plan became to redraw the property lines to get more uniform lots because the lot for house on South Madison occupies most of the road frontage. The plan is to put four farm house style houses on the redrawn lots. Estimated costs for demolition for the house on Atha Street are over 200k and over 300k for the house on South Madison.

Chairman Alligood asked if there were any public comments: Neal Howard who owns the home adjacent to the property spoke in favor of the project.

Kelley reminded the Commission that all demolition permits should be accompanied by a plan for the site. Parker then showed the members examples of the farm house style house he wanted to build. Kelley clarified that the lot arrangement on Davis Street would not apply to this project because Davis Street is a Planned Residential Development with its own zoning requirements.

Question Camp: Have you been told it (1238 S Madison) was irreparable?

Parker: No, it is cost prohibitive due to the amount of work needed.

To deny demolition permit for 1238 S. Madison Ave

Motion by Brassie. Second by Camp  
Motion carried

**The Fifth Item of Business:** Request for COA #237, a request for demolition of the structure at 227 Atha Street. The applicants are Lawrence and Lisa Parker, owners of said property. Lawrence Parker spoke to the request.

Note: When discussing the demolition request for 1238 S. Madison, Parker also provided reasoning for the demolition request for 227 Atha Street.

To approve demolition of 227 Atha Street

Motion by Camp. Second by Brassie  
Motion carried

Question Lisa Parker: When we renovated 1238 S. Madison, does it have to look exactly as it looks now?

Kelley: Any change to the footprint and the exterior of the structure would have to come back to the Historic Preservation Commission for approval. Chairman Alligood: You would bring us drawings

Question Lisa Parker: Can we go ahead and build on Atha Street?

Chairman Alligood: You would have to bring us the plans for what you would build over there.

Question Lawrence Parker: If we found plans for a house that looks just like 1238 S Madison, would that be any better?

Camp: It is impossible to give an answer without plans to look at

Question Lawrence Parker: 1238 is basically two-thirds of the frontage on Madison Avenue. What can I do with the other lot?

Kelley: That parcel is an existing lot of record so it can be built upon by R1A standards.

Old Business

**The First Item of Old Business:** Brassie: Last meeting we tabled the window decision for 239 E Marable Street and for the record the property owners are willing to do what we asked for the windows. They were confused about what we were asking and were already doing it.

**The Second Item of Old Business:** Drafting a letter that can be sent to property owners who are in violation of the historic preservation ordinance. Chairman Alligood: I do not have time to draft a letter. I can edit one but not draft a new one.

New Business: None

Chairman Alligood entertained a motion to adjourn.

Motion by Camp. Second by Brassie  
Motion carried. Adjourned at 6:58 pm



**To:** Public Safety Committee, City Council  
**From:** R. V. Watts, Chief of Police  
**Department:** Police  
**Date:** 09/29/2021  
**Subject:** Paulson-Cheek HVAC Maintenance and Repairs

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**Budget Account/Project Name:** Public Safety Building HVAC

**Funding Source:** General Fund

**Budget Allocation:** 100-3200-541300

**Budget Available:** \$15,800.00

**Requested Expense:** \$15,800.00

**Company of Purchase:** Paulson-Cheek Mechanical

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**Description:**

Installing new Santa-Fe Ultra Series Dehumidifier located in the Court Room. Rerouting ductwork and installing PVC drain lines.

**Background:**

Cost will be \$7,430.00 for Installing Santa-Fe Ultra Series Dehumidifier

Cost will be \$4,375.00 for Rerouting ductwork

Cost will be \$3,995.00 for installing PVC drain lines

**Attachment(s):**

See attached documents





**Paulson-Cheek Mechanical**  
6145 Northbelt Parkway  
Suite F  
Norcross, GA 30071  
Ga. Reg. 000386  
770. 729. 0076  
770. 729. 1076 Fax

Chief R.V. Watts  
**Monroe Public Safety Building**  
140 Blaine St.  
Monroe, GA 30655

September 23, 2021

**RE:** Installing new Santa-Fe Ultra Series Dehumidifier located in the Court Room

**Paulson-Cheek Mechanical** proposes to provide and install the material and equipment described below for the following price: .....\$7,430.00

We specifically include the following:

- Provide and install one (1) new Santa-Fe Ultra Series Ultra205 Dehumidifier.
- Provide and install one (1) new gravity drain line from the unit to the outside.
- Provide and install all controls
- Provide ladders and a lift for installation
- Provide service manuals on new equipment.
- One-year warranty on new equipment.
- Complete Start Up.
- State Sales Tax.
- Clean up any job-related debris.

**Clarifications / Exclusions:**

*Work to be performed during normal business hours (Monday – Friday 7:00am – 5:00pm). Any other deficiencies that may be discovered; not listed in above scope; will be addressed separately.*

*Proposal valid for thirty (30) days from proposal date*

- 1.) *Exclude any painting of the drain line, if needed.*
- 2.) *Exclude Electrical. The electrical requirements -115 volt, Phase 1, and 13.2 amps. Needs a 20-amp dedicated circuit*

Thank you for the opportunity to quote this project. If you have any questions, please feel free to call.

Sincerely,

Eric Hollifield  
Commercial Service Project Manager

**Customer Acceptance**

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_



September 22, 2021

Chief R.V. Watts  
**Monroe Public Safety Building**  
140 Blaine Street  
Monroe, Georgia 30655

**Paulson-Cheek Mechanical** proposes to provide and install the material described below for the following prices:..... \$ 4,375.00

We specifically include the following:

- Re-route ductwork as shown on attached sketch
- Provide & install lined spiral paint-grip ductwork as needed
- Provide & install end caps at existing cut duct
- Provide & install hangers as needed
- Provide & install clear chalk on all joints
- Complete Start Up
- State Sales Tax
- Disposal of all job related debris

***Clarifications / Exclusions:***

***Work to be performed during normal business hours (Monday – Friday 7:00am – 5:00pm)***  
***Any other deficiencies that may be discovered; not listed in above scope; will be addressed separately***  
***Proposal valid for thirty (30) days from proposal date***

- 1.) *Exclude any painting of the duct, if needed.*
- 2.) *Excludes any repairs to the sheetrock walls*

Thank you for the opportunity to quote this project. If you have any questions, please feel free to call.

Sincerely,

Eric Hollifield  
Service Project Manager

***Customer Acceptance***

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_



**Paulson-Cheek Mechanical** 27  
6145 Northbelt Parkway  
Suite F  
Norcross, GA 30071  
Ga. Reg. 000386  
770. 729. 0076  
770. 729. 1076 Fax

September 22, 2021

Chief R.V. Watts  
**Monroe Public Safety Building**  
140 Blaine Street  
Monroe, Georgia 30655

**Paulson-Cheek Mechanical** proposes to provide and install the material described below for the following prices:..... \$ 3,995.00

We specifically include the following:

- Provide & install pvc drain lines to gutter
- Provide & install unistrut stands to keep pipe in place
- Complete Start Up
- State Sales Tax

Thank you for the opportunity to quote this project. If you have any questions, please feel free to call.

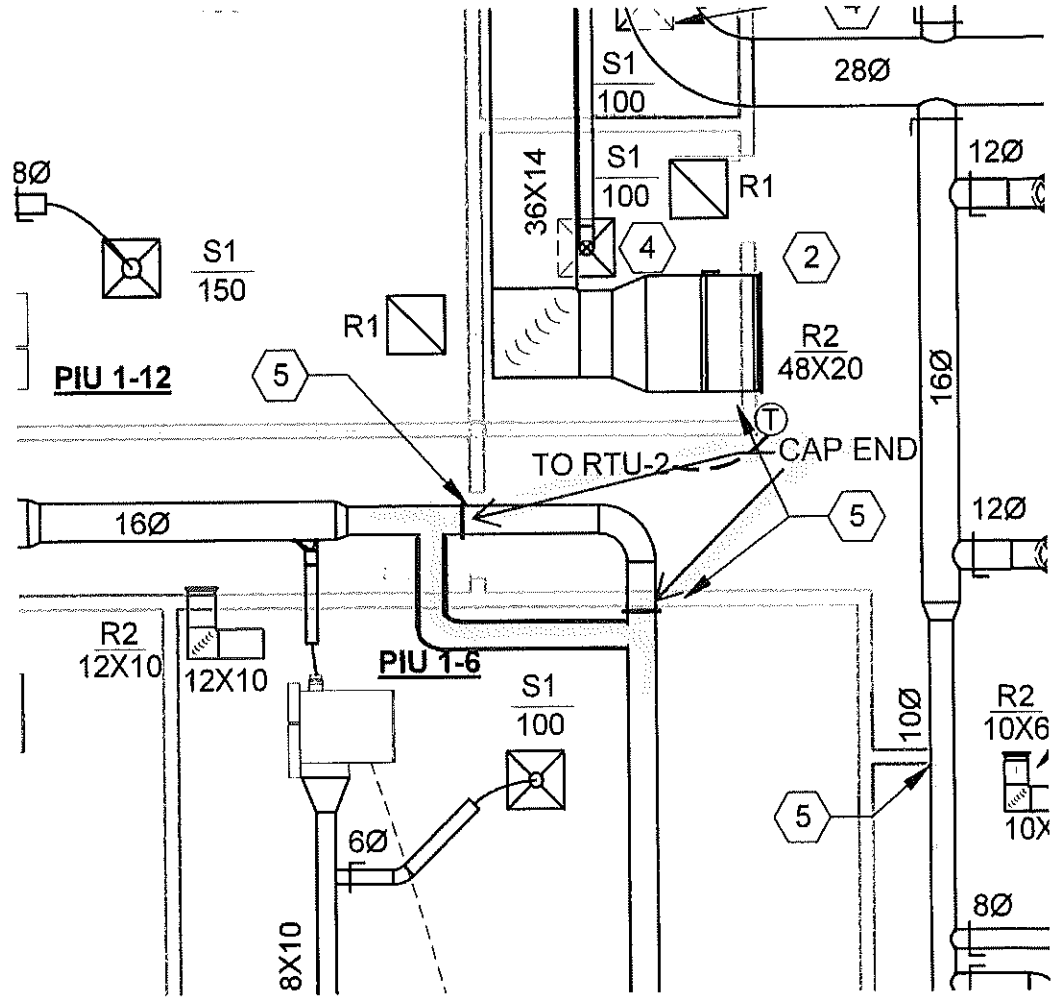
Sincerely,

Eric Hollifield  
Service Project Manager

***Customer Acceptance***

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_



**PROCLAMATION  
CITY OF MONROE, GEORGIA**

**WHEREAS**, domestic violence is a systematic pattern of power and control perpetrated by one intimate partner against another, which includes, but is not limited to: intimidation, physical assault, battery, sexual assault, threats, emotional/psychological abuse or other abusive behavior; and

**WHEREAS**, in the United States, an average of 20 people experience intimate partner physical violence every minute which equates to more than 10 million abuse victims annually; and

**WHEREAS**, of those victims, nearly 1 in 4 women and 1 in 7 men have experienced severe physical violence by an intimate partner in their lifetimes; and

**WHEREAS**, too often, domestic violence touches the lives of children leaving a devastating impact and lifelong repercussions from the emotional and physical trauma; and

**WHEREAS**, anyone can be a victim of domestic violence regardless of age, race, sex, ability, ethnicity, sexual orientation, socioeconomic status, or religion; and

**WHEREAS**, Project ReNeWal Domestic Violence Intervention Program works to end all types of abuse and violence through support, advocacy, prevention, and education while promoting community awareness and accountability, with their vision begin to end all types of abuse and violence; and

**WHEREAS**, domestic violence remains a major public health, social justice, and human rights issue requiring particular attention, and its interventions must be with the inclusion of all people at all levels; and

**WHEREAS**, raising awareness during the month of October provides us with a special opportunity for citizens to learn more about prevention, show support for the numerous organizations, like the Project ReNeWal Domestic Violence Intervention Program, and individuals who provide critical services.

**NOW, THEREFORE, I, JOHN S. HOWARD**, by virtue of the authority vested in me as Mayor of the City of Monroe do hereby proclaim the month of October 2021 as

***DOMESTIC VIOLENCE AWARENESS MONTH***

in the City of Monroe as we work together to eliminate domestic violence from our community.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Seal of the City of Monroe to be affixed this 12<sup>th</sup> day of October, the year of our Lord two thousand twenty-one.



*John S. Howard*  
\_\_\_\_\_  
John S. Howard, Mayor



**To:** Planning and Zoning / City Council  
**From:** Patrick Kelley  
**Department:** Planning, Zoning, Code and Development  
**Date:** 09-10-2021  
**Description:** PRELIMINARY PLAT CASE #: 149, 935 McDaniel Street, 49.82 Ac.

**Budget Account/Project Name:** NA

**Funding Source:** 2021 NA

**Budget Allocation:** NA

**Budget Available:** NA

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

**Recommendation:** Staff recommends approval of this Preliminary Plat subject to the corrections Listed in the preliminary plat review summary (16 Items)

**Background:** This is a previously attempted development that has a new developer and will be modified to meet current zoning and development requirements.

**Attachment(s):** Preliminary plat, application and supporting documents.



**Planning  
City of Monroe, Georgia  
PRELIMINARY PLAT REVIEW**

**APPLICATION SUMMARY**

**PRELIMINARY PLAT CASE #:** 149

**DATE:** September 10, 2021

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

**DEVELOPER:** Garden Street Communities, LLC

**PROPERTY OWNER:** Moreck Group, LLC

**DESIGN CONSULTANT:** Land Planning Consultants, PC

**LOCATION:** South side of McDaniel Street – 935 McDaniel Street

**ACREAGE:** ±49.82

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

**EXISTING LAND USE:** Undeveloped

**ACTION REQUESTED:** The owner is requesting Preliminary Plat approval for a single-family detached residential subdivision.

**STAFF RECOMMENDATION:** Staff recommends approval of this Preliminary Plat subject to the corrections listed below.

**DATE OF SCHEDULED PUBLIC HEARINGS**

**PLANNING COMMISSION:** September 21, 2021

**CITY COUNCIL:** October 12, 2021

**PRELIMINARY PLAT REVIEW SUMMARY**

The submitted Preliminary Plat requires the following corrections prior to signing the plat for approval. Due to the number and type of comments identified, additional corrections may be required upon submission of the revised Preliminary Plat.

1. The Preliminary Plat shall be based upon a certified boundary survey delineating the entirety of the property contained within the Preliminary Plat. No boundary information or source of the boundary was included on the preliminary plat. Submit the certified boundary survey with the corrections for this Preliminary Plat and include the source information on the Preliminary Plat in the General Notes section (7.2.3(a) &(b))
2. Remove the Pavement Cross-Section, Typical Roadway Cul-De-Sac Detail, Concrete Sidewalk Detail, and Asphalt Paving Composition Diagrams from the preliminary plat. These items are required in Site Development Plans but not on the Preliminary Plat.
3. Revise the owner’s name on the plat to read Moreck Group, LLC. (7.2.4(b))

4. The north arrow shown on the plat is pointing east-northeast and not to magnetic north. Revise accordingly. (7.2.4(d))
5. In the Site Information and General Notes sections, revise the Front Setback to 30-feet and the Rear Setback to 25-feet. Revise each of the building setback dimensions shown on each lot in the development accordingly. Revise the Typical Lot Layout diagram accordingly. (7.2.4(g) & Zoning Ordinance Sec. 700.1 – Table 10))
6. On Lots 10, 30, 41, 42, 59, 60, and 61, remove the portions of the building envelope located within the 25-foot State Waters buffer. (7.2.4(h))
7. On Lots 10, 30, 31 and 41, remove the portions of the building envelope from within the Wetlands. (7.2.4(h))
8. The Minimum Lot Size in the R-1 zoning district is 14,000 Sf per Zoning Ordinance Sec. 700.1 – Table 10. Revise the Site Information and General Notes Sections accordingly. (7.2.4(l))
9. Lots 16, 17, 25, 26, 29, 30, 31, 32, 60, 61, and 72 do not meet the minimum 75-foot Lot Frontage Requirement for the R-1 zoning district. Revise the lots accordingly. (7.2.4(l))
10. The lot boundary along the stream on lots 29, 30, 31, 41, 42, 59, 60, and 61 is not illustrated. Revise the plat to clearly show the lot boundary along the stream. (7.2.4(l))
11. All lots located adjacent to intersections must have a 10-foot miter boundary at the intersection. Revise the following lots to include the required 10-foot miter: 15, 34, 37, and 75. (7.2.4(l) & 9.2.4)
12. Zoning Ordinance Section 550.4(3) requires a 25-foot buffer to be established on the street frontage of the development. Revise the preliminary plat to include the required 25-foot buffer along McDaniel Street. The required buffer should be located on separate fee simple open space lots. (7.2.4(l) & Zoning Ordinance Sec. 550.4(3))
13. Delineate the proposed 20-foot buffer labeled along the eastern and southern boundaries of the development. (7.2.4(l))
14. The Flood Hazard areas illustrated on the Preliminary Plat do not match current Flood Hazard data for this site. Refer to FIRM Panels 13297CO136E and 13297CO138E, effective 12/8/2016, for the current flood map data for this site. Revise the reference in the General Notes section accordingly. (7.2.4(u))
15. In the Authorization Statement (owner's certification), revise "Sketch Plat" to read "Preliminary Plat." (7.2.4(x))
16. Remove the Certificate of Approval by Monroe Water and Gas signature block.



CITY OF MONROE
DEVELOPMENT PERMIT AND PRELIMINARY SUBDIVISION PLAT APPLICATION

Application fees: Preliminary Subdivision Plats - \$20 per lot Non-residential Projects - 50% of BP
NPDES fees: \$40/disturbed acre to EPD and \$40/disturbed acre to City of Monroe
Shall be paid prior to issuance of permit.

Three copies of the site development plans including erosion, sediment & pollution control plan and two copies of the stormwater management study or two copies of the preliminary subdivision plat. Also required on all developments...
Two copies of the hydraulic calculations with water line design must accompany all applications.

THIS FORM MUST BE COMPLETELY FILLED OUT.

Project Name Mountain Creek Estates

Project Location 935 McDaniel St

Proposed Use Single family residential Map/Parcel M0070216

Acreage 49.759 #S/D Lots 75 # Multifamily Units # Bldgs

Water(provider) Monroe Sewer(provider) Monroe

Property Owner Moreck Group LLC Phone# (706) 265-9576

Address 5635 Star View Dr City El Paso State TX Zip 79912

Developer Garden Street Communities Southeast LLC Phone# (404) 507-6684

Address 102 Mary Alice Park Rd, Suite 401 City Cumming State GA Zip 30040

Designer Land Planning Consultants, PC Phone# (706) 461-6767

Address 156 Holly Hills Dr City Athens State GA Zip 30606

Site Contractor tbd Phone#

Address City State Zip

The applicant shall be responsible from the date of the permit, or from the time of the beginning of the first work, whichever shall be the earlier, for all injury or damage of any kind resulting from this work, whether for basic services or additional services, to persons or property. The applicant shall exonerate, indemnify and save harmless the City from and against all claims or actions, and all expenses incidental to the defense (including death) to persons or property caused or sustained in connection with the performance of this permit or by conditions created thereby or arising out of or anyway connected with the work performed under the permit or for any and all claims for damages under the laws of the United States or of Georgia arising out of or in any way connected with the acquisition of and construction under the permit and shall assume and pay for, without cost to the City, the defense of any and all claims, litigation, and actions, suffered through any act or omission of the applicant or any subcontractor or anyone directly or indirectly employed under the supervision of any of them.

I HEREBY CERTIFY THAT I HAVE EXAMINED AND UNDERSTAND ALL INFORMATION ON THIS APPLICATION AND THAT THE ABOVE STATEMENTS AND INFORMATION SUPPLIED BY ME ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING WORK TO BE PERFORMED SHALL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT.

SIGNATURE OF APPLICANT: Patrick Green DATE: dotloop verified 08/11/21 3:57 PM EDT NCBN-W8G3-KIMA-X3VZ

August 13, 2021

Moreck Group, LLC  
5635 Star View Drive  
El Paso, Texas 79912

City of Monroe  
215 North Broad Street  
Monroe, Georgia 30655

RE: Mountain Creek Estates, 935 McDaniel Street  
Development Permit and Preliminary Subdivision Plat Application  
Owner representation authorization

To whom it may concern:

As Owner of the property at 935 McDaniel Street in the City of Monroe, I authorize Garden Street Communities Southeast LLC to make the above referenced submittal on my behalf.

Sincerely,



08-13-2021

George Moreck  
Moreck Group, LLC



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

Receipt Number: R00264657 35  
Cashier Name: LAURA WILSON  
Terminal Number: 34  
Receipt Date: 8/20/2021 3:36:45 PM

**Transaction Code: BP - Building Projects Payment**

Payment Method: Check Payn Reference: 1107

<b>Name: Garden St Communities SE</b>	<b>\$1,500.00</b>
<b>Total Balance Due:</b>	<b>\$1,500.00</b>
Amount:	\$1,500.00
<b>Total Payment Received:</b>	<b>\$1,500.00</b>
<b>Change:</b>	<b>\$0.00</b>



# City of Monroe

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

## MAJOR SUBDIVISION PRELIMINARY PLAT PERMIT

PERMIT #:	149	DESCRIPTION:	PRELIMINARY PLAT 75 LOTS
JOB ADDRESS:	935 MCDANIEL ST	LOT #:	
PARCEL ID:		BLK #:	
SUBDIVISION:		ZONING:	
ISSUED TO:	Garden St Communities SE LLC	CONTRACTOR:	Garden St Communities SE LLC
ADDRESS:	102 Mary Alice Park Way	ADDRESS:	102 Mary Alice Park Way
CITY, STATE ZIP:	Cumming GA 30040	CITY, STATE ZIP:	Cumming GA 30040
PHONE:		PHONE:	
PROP. USE:		DATE ISSUED:	8/20/2021
VALUATION:	\$ 0.00	EXPIRATION:	2/16/2022
SQ FT:	0.00	PERMIT STATUS:	O
OCCP TYPE:		# OF BEDROOMS:	
CNST TYPE:		# OF BATHROOMS:	
INSPECTION REQUESTS:	770-207-4674 dadkinson@monroega.gov	# OF OTHER ROOMS:	

FEE CODE	DESCRIPTION	AMOUNT
PZ-05	PRELIMINARY PLAT REVIEW (PER LOT)	\$1,500.00
<b>FEE TOTAL</b>		\$ 1,500.00
<b>PAYMENTS</b>		\$ -1500.00
<b>BALANCE</b>		\$ 0.00

### NOTES:

This application will be heard by the Planning & Zoning Commission on September 21, 2021 @5:30pm and by City Council on October 12, 2021 @6:00pm. Both meetings will be held at 215 N Broad St Monroe, GA 30655.

### NOTICE

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

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

  
\_\_\_\_\_  
(APPROVED BY)

8/20/2021  
DATE







**To:** Planning and Zoning / City Council  
**From:** Patrick Kelley  
**Department:** Planning, Zoning, Code and Development  
**Date:** 09-13-2021

**Description:** PRELIMINARY PLAT CASE #: 157 The Pacific Group is requesting preliminary plat review in order to pursue development plans for submittal. **Parcel ID -** M0290008

**Budget Account/Project Name:** NA

**Funding Source:** 2021 NA

**Budget Allocation:** NA

**Budget Available:** NA

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

**Recommendation:** Staff recommends approval of this Preliminary Plat subject to the corrections listed below.

1. In the Development Summary, correct the proposed use to read "single-family residential". (7.2.4(f))
2. Remove "Bronte Lane" and the entrance to the development off Double Springs Church Road. Revise the Preliminary Plat to show an extension of Dickens Lane eastward through the lots shown as Lots 287 and 288 to a new entrance off Cedar Ridge Road. (7.2.4(i))
3. Revise the tables shown on sheets 5, 6, and 7 to include the lot number, total lot area, and lot dimensions for each residential lot in the development. (7.2.4(k))
4. Label all open space tracts. (7.2.4(l))

**Background:** the property is located at the Southwest corner of Double Springs Church Road and Cedar Ridge Road and is currently undeveloped R1 zoned property and consist of +/- 200.359 Acres.

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



**Planning  
City of Monroe, Georgia  
PRELIMINARY PLAT REVIEW**

---

**APPLICATION SUMMARY**

**PRELIMINARY PLAT CASE #:** 157

**DATE:** September 10, 2021

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

**DEVELOPER:** The Pacific Group

**PROPERTY OWNER:** The Rowell Family Partnership, LLLP & Jane Jay Still

**DESIGN CONSULTANT:** Greyden Engineering

**LOCATION:** Southwest corner of Double Springs Church Road and Cedar Ridge Road

**ACREAGE:** ±200.359

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

**EXISTING LAND USE:** Undeveloped

**ACTION REQUESTED:** The owner is requesting Preliminary Plat approval for a single-family detached residential subdivision.

**STAFF RECOMMENDATION:** Staff recommends approval of this Preliminary Plat subject to the corrections listed below.

**DATE OF SCHEDULED PUBLIC HEARINGS**

**PLANNING COMMISSION:** September 21, 2021

**CITY COUNCIL:** October 12, 2021

---

**PRELIMINARY PLAT REVIEW SUMMARY**

The submitted Preliminary Plat requires the following corrections prior to signing the plat for approval. Due to the number and type of comments identified, additional corrections may be required upon submission of the revised Preliminary Plat.

1. In the Development Summary, correct the proposed use to read “single-family residential”. (7.2.4(f))
2. Remove “Bronte Lane” and the entrance to the development off Double Springs Church Road. Revise the Preliminary Plat to show an extension of Dickens Lane eastward through the lots shown as Lots 287 and 288 to a new entrance off Cedar Ridge Road. (7.2.4(i))
3. Revise the tables shown on sheets 5, 6, and 7 to include the lot number, total lot area, and lot dimensions for each residential lot in the development. (7.2.4(k))
4. Label all open space tracts. (7.2.4(l))



# CITY OF MONROE

## DEVELOPMENT PERMIT AND PRELIMINARY SUBDIVISION PLAT APPLICATION

Application fees: Preliminary Subdivision Plats - \$20 per lot      Non-residential Projects – 50% of BP  
NPDES fees: \$40/disturbed acre to EPD and \$40/disturbed acre to City of Monroe  
Shall be paid prior to issuance of permit.

Three copies of the site development plans including erosion, sediment & pollution control plan and two copies of the stormwater management study or two copies of the preliminary subdivision plat. Also required on all developments...  
Two copies of the hydraulic calculations with water line design must accompany all applications.

### THIS FORM MUST BE COMPLETELY FILLED OUT.

Project Name RIVER POINTE

Project Location DOUBLE SPRINGS CHURCH RD

Proposed Use SUBDIVISION - SINGLE FAMILY      Map/Parcel M0290008

Acreage 200.40      #S/D Lots 310      # Multifamily Units 0      # Bldgs 0

Water(provider) City of Monroe      Sewer(provider) CITY OF MONROE

Property Owner The Rowell Family Partnership & Jane Jay Still      Phone# 678-603-8267

Address P.O. Box 1378      City Monroe      State GA      Zip 30655

Developer The Pacific Group LLC      Phone# 678-603-8267

Address 5755 Dupree Drive      City ATLANTA      State GA      Zip 30327

Designer Greyden Engineering      Phone# 678-910-7169

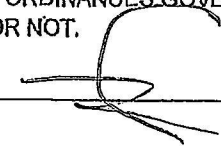
Address 12460 Crabapple Rd. Ste 202-374      City ALPHARETTA      State GA      Zip 30004

Site Contractor TBD      Phone# \_\_\_\_\_

Address \_\_\_\_\_      City \_\_\_\_\_      State \_\_\_\_\_      Zip \_\_\_\_\_

The applicant shall be responsible from the date of the permit, or from the time of the beginning of the first work, whichever shall be the earlier, for all injury or damage of any kind resulting from this work, whether for basic services or additional services, to persons or property. The applicant shall exonerate, indemnify and save harmless the City from and against all claims or actions, and all expenses incidental to the defense (including death) to persons or property caused or sustained in connection with the performance of this permit or by conditions created thereby or arising out of or anyway connected with the work performed under the permit or for any and all claims for damages under the laws of the United States or of Georgia arising out of or in any way connected with the acquisition of and construction under the permit and shall assume and pay for, without cost to the City, the defense of any and all claims, litigation, and actions, suffered through any act or omission of the applicant or any subcontractor or anyone directly or indirectly employed under the supervision of any of them.

I HEREBY CERTIFY THAT I HAVE EXAMINED AND UNDERSTAND ALL INFORMATION ON THIS APPLICATION AND THAT THE ABOVE STATEMENTS AND INFORMATION SUPPLIED BY ME ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING WORK TO BE PERFORMED SHALL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT.

SIGNATURE OF APPLICANT:       DATE: 8/19/2021



# City of Monroe

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

## MAJOR SUBDIVISION PERMIT

PERMIT #:	157	DESCRIPTION:	310 lots for River Pointe S/D
JOB ADDRESS:	Double Springs Ch Rd	LOT #:	
PARCEL ID:		BLK #:	
SUBDIVISION:		ZONING:	R1
ISSUED TO:	Greyden Engineering	CONTRACTOR:	Greyden Engineering
ADDRESS:	12460 Crabapple Rd	ADDRESS:	12460 Crabapple Rd
CITY, STATE ZIP:	Alphretta GA 30004	CITY, STATE ZIP:	Alphretta GA 30004
PHONE:		PHONE:	
PROP.USE:	Residential	DATE ISSUED:	8/24/2021
VALUATION:	\$ 0.00	EXPIRATION:	2/20/2022
SQ FT:	0.00	PERMIT STATUS:	O
OCCP TYPE:		# OF BEDROOMS	
CNST TYPE:		# OF BATHROOMS	
INSPECTION REQUESTS:	770-207-4674 dadkinson@monroega.gov	# OF OTHER ROOMS	

FEE CODE	DESCRIPTION	AMOUNT
PZ-05	PRELIMINARY PLAT REVIEW (PER LOT)	\$6,200.00
<b>FEE TOTAL</b>		\$ 6,200.00
<b>PAYMENTS</b>		\$-6,200.00
<b>BALANCE</b>		\$ 0.00

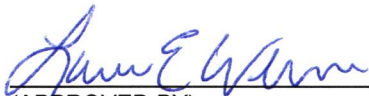
### NOTES:

This application for 310 lots in the proposed River Pointe subdivision will be heard by the Planning and Zoning Commission on September 21, 2021 at 5:30pm and by City Council on October 12, 2021 at 6:00pm. Both meetings will be held at 215 N. Broad St Monroe, GA 30655

**NOTICE**

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\_\_\_\_\_  
(APPROVED BY)

8/24/2021  
DATE



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

Receipt Number: R00265891

43

Cashier Name: LAURA WILSON

Terminal Number: 34

Receipt Date: 8/24/2021 3:52:02 PM

**Transaction Code: BP - Building Projects Payment**

**Name: Greyden Engineering** **\$6,200.00**

**Total Balance Due:** **\$6,200.00**

Payment Method: Check Payn Reference: 0854/0860

Amount: \$6,200.00

**Total Payment Received:** **\$6,200.00**

**Change:** **\$0.00**



September 7, 2021

Mr. Brad Callender  
City Planner  
City of Monroe  
215 N Broad Street  
Monroe, Georgia 30655

Re: Proposed River Pointe Residential Subdivision  
Traffic Study Review No. 1  
K&W Project No. 211070

Dear Mr. Callender:

As requested, I have reviewed the Traffic Impact Study for the proposed River Pointe Residential Subdivision to be located along the south side of Double Springs Church Road and along the west side of Cedar Ridge Road. The study was prepared for Greyden Engineering, Inc by Mark R. Acampora, PE, LLC. My comments are as follows:

**General:**

1. Appendix B has a footer naming the methodology for the “Enclave at Monroe” subdivision. Is this for a different subdivision in Monroe, or has the name of this one changed? Same for the Synchro printouts in Appendix C.
2. GDOT Project S015009 along SR 11 is currently underway and should be detailed in Programmed Improvements Section along with PI0015576 along SR 138 which was mentioned in the report with no detail.
3. On page 9, the new ramp from GA 138 is on to westbound US 78, not US 29.
4. Show figure of volumes modeled for 2026 Background No-Build scenario to aid in understanding proposed volume growth and volume shifts due to other projects.
5. Remove the access point on Double Springs Church Road closest to Cedar Ridge Road.
6. Show 95<sup>th</sup> percentile queue length table for all intersections and approaches necessary for the Existing, No Build and Build scenarios.

**Intersections:**

7. Recommend studying the intersection of US 78 at Cedar Ridge Road as part of traffic study and adjusting trip distribution based on potential for traffic to utilize Cedar Ridge Road.

**Volumes:**

8. No 24-hour volume count was completed along SR 11 near the existing Georgia Department of Transportation Count station north of SR 138 in order to complete the COVID volume check now required by GDOT and recommended statewide.
9. Historical traffic counts from GDOT count stations to develop growth rate should be verified. 15 years of data should be utilized in developing growth rates based on standards for exponential regression methods. GDOT standard growth rate methodology should be applied to calculating this growth rate and methodology used for this calculation needs to be shown in the report or the appendix. Not applying any growth to the State Route traffic is not feasible for the 2026 background volumes. Standard growth rate of 2% minimum should be applied to those volumes.

Mr. Brad Callender  
September 7, 2021  
Page 2 of 2

**Modeling:**

10. Verify that existing signal timings (including clearances) for the SR 11 at SR 138 traffic signal were utilized for the existing conditions operational analysis. Detail methodology for analyzing Double Springs Church Road as signalized for the AM Peak, i.e. assumed cycle length, splits, clearances, etc.
11. Operational Analysis was completed in Synchro 10, which has known issues with modeling unsignalized intersections. Recommend modeling in the latest Synchro version (Synchro 11 with new software patch) or modeling unsignalized intersections in HCS software.
12. 2026 Background No-Build models should be updated with adjusted volumes per previous comments.

**Mitigation:**

13. SR 11 at Friendship Church Road – an eastbound right turn lane should be looked at as mitigation for the LOS E/F on the side street at this intersection.
14. Double Springs Church Road at Drake Road – 2026 volumes without project show an acceptable level of service. 2026 with project take that acceptable level of service and degrade it to LOS E for northbound and southbound approaches. The developer should analyze and propose mitigation for this impact to the intersection. Sidra or GDOT Roundabout Analysis Tool should be utilized in assessing operations for the potential roundabout.
15. SR 138 at Drake Drive – Developer should complete signal warrant analysis and GDOT's Intersection Control Evaluation process to determine needed mitigation for the intersection.

I have retained one copy of the study provided for review in the event there are questions. The developer should be made aware that this review does not constitute a waiver of City Ordinance requirements or assumption of responsibility for full review of City Ordinance requirements. Deviations from Ordinance requirements may be noted at any time during the review, permitting or construction processes. Re-submittals should include a narrative indicating how and where the review comments were addressed.

Sincerely,  
**KECK & WOOD, INC.**



Rob Jacquette, PE, PTOE  
Vice President

CC: Sam Serio, PE (Keck+Wood)

# Project Traffic Characteristics

This section describes the anticipated traffic characteristics of the proposed residential subdivision, including a site description, how much traffic the project will generate, and where that traffic will travel.

## Project Description

The proposed development consists of 310 single family houses. One full movement access will be provided on the west side of Cedar Ridge Road and two full movement accesses will be provided on the south side of Double Springs Church Road. The site plan is presented in Figure 4.

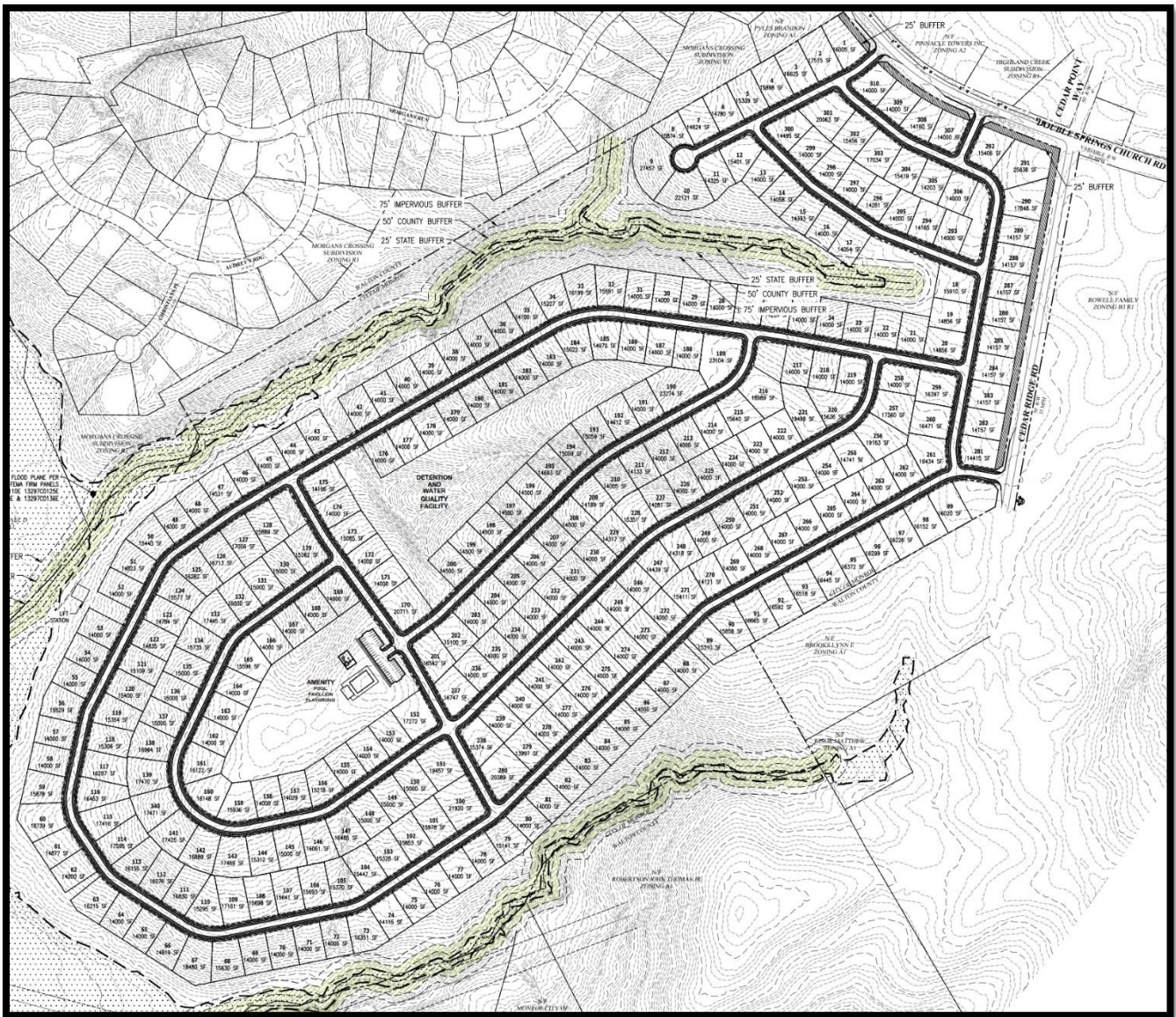


Figure 4 – Site Plan

## Trip Generation

Trip generation is an estimate of the number of entering and exiting vehicular trips that will be generated by the proposed development. The volume of traffic that will be generated by the proposed subdivision was calculated using the equations in the Institute of Transportation Engineers (ITE) *Trip Generation Manual, 10<sup>th</sup> Edition with Supplement* (the current edition). The trip generation for the subdivision used ITE Land Use 210 – Single-Family Detached Housing. The trip generation for the project is presented in Table 4.

**Table 4 – Proposed River Pointe Subdivision Trip Generation**

Land Use	ITE Code	Size	A.M. Peak Hour			P.M. Peak Hour			24-Hour		
			In	Out	Total	In	Out	Total	In	Out	Total
Single-Family Housing	210	310 houses	56	169	225	190	111	301	1,472	1,472	2,944

The proposed subdivision will generate 225 new trips in the a.m. peak hour, 301 new trips in the p.m. peak hour, and 2,944 new daily trips.

## Trip Distribution and Assignment

The trip distribution percentages indicate what proportion of the project's trips will travel to and from various directions. The trip distribution percentages for the residential development were developed based on the locations and proximity of likely trip origins and destinations, such as employment centers, retail and offices, and schools in the area. The new project trips, shown in Table 4, were assigned to the roadway network based on the distribution percentages. The trip distribution percentages and the a.m. and p.m. peak hour trips expected to be generated by the proposed subdivision are shown in Figure 5.

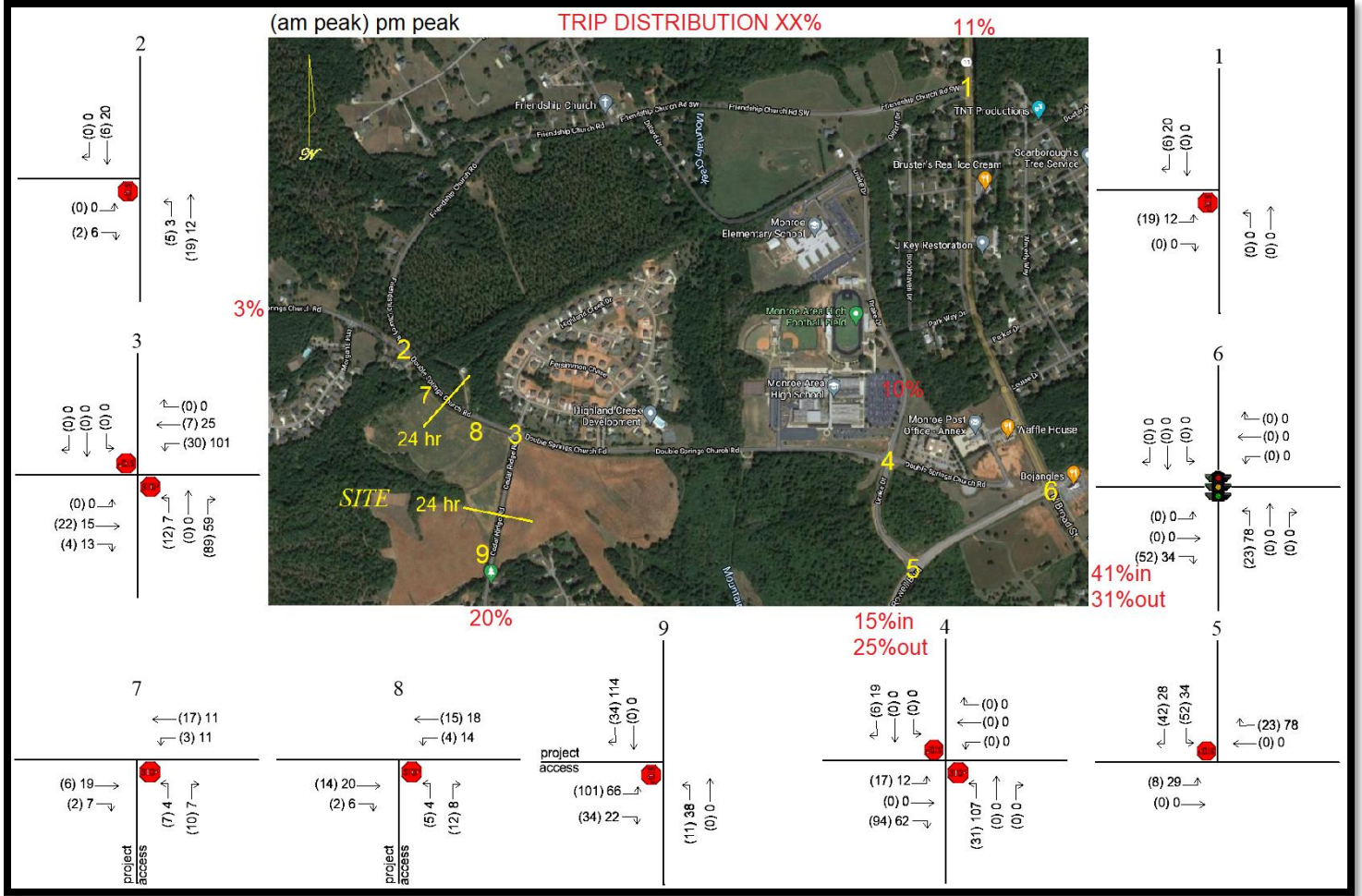


Figure 5 – Weekday A.M. and P.M. Peak Hour Project Trips and Trip Distribution Percentages



### Future Traffic Conditions

The future build volumes consist of the no-build volumes plus the trips that will be generated by the proposed subdivision. The future volumes are shown in Figure 6.

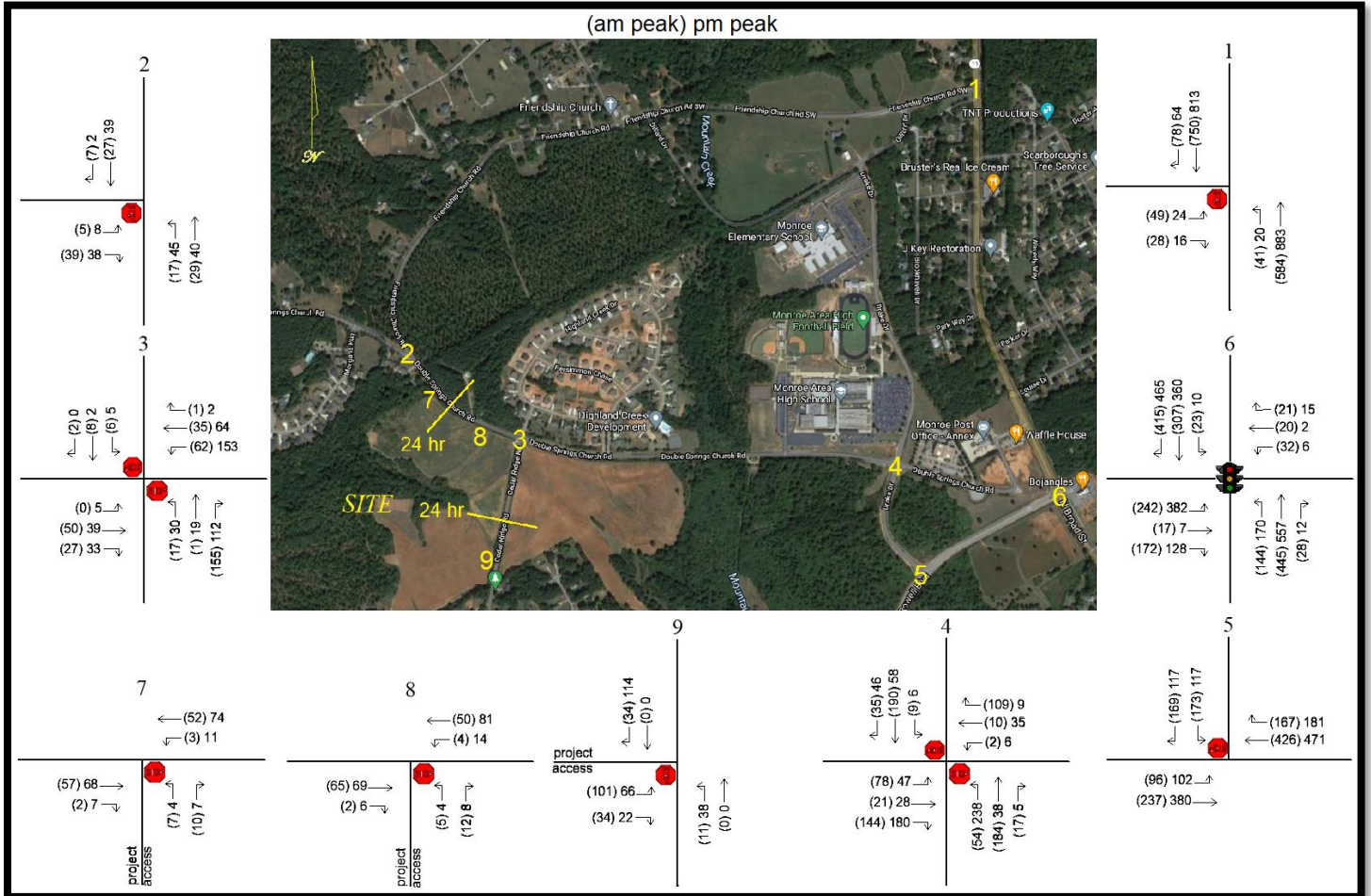


Figure 6 – Future Weekday A.M. and P.M. Peak Hour Volumes

### Auxiliary Lanes at Project Accesses

The layout of the site will make the project access on Cedar Ridge Road function as the main access, and the higher volumes will enter and exit at that location. It is recommended that a southbound right turn lane be built on Cedar Ridge Road to serve this access. A northbound left turn lane is not considered essential due to the moderate through volumes on Cedar Ridge Road. Based on the exiting volumes, it is recommended that separate left and right turn lanes be built exiting the project here, with at least one inbound lane. The exiting approach should be controlled by side street stop sign and accompanying stop bar.

The project accesses on Double Springs Church Road will see more moderate volumes and, therefore, exclusive left and right turn lanes are not necessary for acceptable operations. These accesses should each be built with one entering and one exiting lane and the exiting approaches should be controlled by side street stop sign and accompanying stop bar.

### Future Intersection Operations

An operational analysis was performed for the anticipated future project build-out, at the study intersections. Table 5 presents the results of the future analysis. Computer printouts containing detailed results of the future analysis are located in Appendix E. Levels of service and delays are provided for the overall intersection and for each controlled approach or movement. Locations that operate unacceptably (LOS E or LOS F) are presented in bold type.

Table 5 – Future Intersection Operations

Intersection / Approach	A.M. Peak Hour		P.M. Peak Hour	
	LOS	Delay (s/veh)	LOS	Delay (s/veh)
1. GA 11 at Friendship Church Rd	A	9.6	A	1.8
northbound left turn	B	10.1	A	10.0
eastbound approach	<b>F</b>	<b>119.7</b>	<b>F</b>	<b>63.2</b>
2. Dbl Springs Church Rd at Friendship Church Rd	A	4.7	A	4.4
northbound left turn	A	7.4	A	7.5
eastbound approach	A	9.0	A	9.1
3. Dbl Springs Church Rd at Cedar Ridge Rd / Cedar Pt Way	A	6.6	A	7.7
northbound approach	B	10.3	B	13.2
southbound approach	B	12.8	C	17.5
eastbound left turn	A	7.3	A	7.4
westbound left turn	A	7.6	A	7.8
4. Dbl Springs Church Rd at Drake Dr	D*	52.5	B	11.0
northbound left/through	<b>E</b>	<b>58.1</b>	C	22.4
northbound right turn	<b>E</b>	<b>58.1</b>	A	8.5
southbound left/through	<b>E</b>	<b>65.2</b>	B	14.5
southbound right turn	<b>E</b>	<b>65.2</b>	A	9.0
eastbound left turn	D	37.2	A	7.6
westbound left turn	D	40.9	A	7.8
5. GA 138 at Drake Dr	A	9.0	A	6.6
southbound left turn	<b>E</b>	<b>48.4</b>	<b>F</b>	<b>51.9</b>
southbound right turn	B	13.8	B	13.4
eastbound left turn	A	9.5	A	9.7
6. GA 11 at GA 138 / Bojangles Access	B	18.4	C	24.9
northbound approach	B	10.6	B	15.9
southbound approach	C	24.7	D	35.0
eastbound approach	B	19.3	C	22.6
westbound approach	B	16.7	B	15.2
7. Dbl Springs Church Rd at Project West Access	A	2.4	A	2.2
northbound approach (exiting project)	A	9.1	A	9.3
westbound left turn (entering project)	A	7.4	A	7.4
8. Dbl Springs Church Rd at Project East Access	A	2.4	A	2.2
northbound approach (exiting project)	A	9.1	A	9.3
westbound left turn (entering project)	A	7.4	A	7.4
9. Cedar Ridge Rd at Project Access	A	4.5	A	3.0
northbound left turn (entering project)	A	7.5	A	7.8
eastbound left turn (exiting project)	B	10.6	B	11.4
eastbound right turn (exiting project)	A	8.9	A	8.8

\*intersection controlled by police and modeled as signal control in the a.m. peak

The future analysis reveals operations comparable to the no-build condition at most locations. However, there will be some deterioration at a few key locations:

At the GA 11 / Friendship Church intersection, the side street approach will drop to LOS F in the p.m. (it dropped to LOS F in the a.m. in the no-build). The volumes will continue to be unlikely sufficient to satisfy any volume-based warrants for signalization. No mitigation is identified here.

The delays at the Double Springs Church / Drake intersection are present in the morning peak due to a convergence of normal heavy morning traffic, coupled with the heavy school arrival / drop off traffic. This peaking is very acute and a police officer controls this intersection in the morning. A change in control here merits consideration. Options that would operate well include 1) changing the side street stop control to the Double Springs Church Road approaches and allowing the northbound and southbound approaches to be uncontrolled, 2) changing the control to an all-way stop, or 3) installing a roundabout. It is recommended that these options be investigated further by the City.

The side street delays on Drake at GA 138 will increase and by the future condition, this intersection merits consideration for signalization. In order to pursue signalization, a signal warrant analysis would be required to evaluate the criteria for signalization set forth in the Federal Highway Administration's *Manual on Uniform Traffic Control Devices* (MUTCD). These are the standards required by the Georgia DOT for signalization on state routes.

The two other study intersections and all project accesses are expected to operate well in the future condition. No mitigation is recommended at these locations other than the lane configuration and control recommended, above, for each access.

## Conclusions and Recommendations

This study assesses the traffic impact of a proposed residential subdivision in the City of Monroe, Walton County, Georgia. The site is located along the south side of Double Springs Church Road and the west side of Cedar Ridge Road, with one proposed access on Cedar Ridge Road and two proposed accesses on Double Springs Church Road. The site will be developed with 310 single-family homes. The following are the findings and recommendations of this study:

1. The existing analysis reveals generally acceptable traffic operations at the study intersections. Two locations experience high delays, the eastbound approach from Friendship Church Road at GA 11 and the southbound left turn from Drake Drive at GA 138. Both intersections are considered a weak candidates for signalization at the present time. Therefore, no mitigation is identified for the existing condition.
2. Traffic volume growth trends in this area have been flat on the state routes and positive and moderate on the local roads, and this is expected to continue into the future.
3. A programmed infrastructure project that will effect traffic patterns and volumes in this area is the construction of a new ramp from southbound GA 138 to westbound US 78. This ramp will increase the westbound through volume on GA 138, which will tend to increase delays at the GA 138 / Drake intersection. However, these delays will be generally offset by the shift in volumes from the more-challenging southbound left turn to the easier right turn from Drake.
4. No-build operations at the study intersections will be comparable to the existing. Therefore, no mitigation is identified for the no-build condition.
5. The proposed subdivision will generate 225 new trips in the a.m. peak hour, 301 new trips in the p.m. peak hour, and 2,944 new daily trips.
6. The future analysis reveals operations comparable to the no-build condition at most locations.
  - a. At the GA 11 / Friendship Church intersection, the side street approach will drop to LOS F in the p.m. (it dropped to LOS F in the a.m. in the no-build). The volumes will continue to be unlikely sufficient to satisfy any volume-based warrants for signalization. No mitigation is identified here.
  - b. At the Double Springs Church / Drake intersection, a change in control merits consideration. Options that would operate well include 1) changing the side street stop control to the Double Springs Church Road approaches and allowing the northbound and southbound approaches to be uncontrolled, 2) changing the control to an all-way stop, or 3) installing a roundabout. It is recommended that these options be investigated further by the City.
  - c. The GA 138 / Drake intersection merits consideration for signalization by the future condition. A signal warrant analysis would be required to determine if and when signalization is appropriate.

- d. The two other study intersections and all project accesses are expected to operate well in the future condition. No mitigation is recommended at these locations other than the lane configuration and control recommended for each access.
7. The project access on Cedar Ridge Road will function as the main access, and the higher volumes will enter and exit at that location. It is recommended that a southbound right turn lane be built on Cedar Ridge Road to serve this access. A northbound left turn lane is not considered essential due to the moderate through volumes on Cedar Ridge Road. Based on the exiting volumes, it is recommended that separate left and right turn lanes be built exiting the project here, with at least one inbound lane. The exiting approach should be controlled by side street stop sign and accompanying stop bar.
8. The project accesses on Double Springs Church Road will see more moderate volumes and, therefore, exclusive left and right turn lanes are not necessary for acceptable operations. The accesses should each be built with one entering and one exiting lane and the exiting approaches should be controlled by side street stop sign and accompanying stop bar.
9. The project civil engineer should comply with applicable access design standards including sight distances, driveway spacing, turn lane storage and taper lengths, turn radii, roadway widths, and grades.

August 19th, 2021

Brad Callener  
City Planner  
City of Monroe  
215 N Broad Street  
Monroe, GA 30655

### **River Pointe Impact Study**

This data was gathered to present the impacts of a proposed 310 lot subdivision located in the City of Monroe. The subdivision will be located at the SW quadrant of the intersection of Double Springs Church Road and Cedar Ridge Road.

#### **Project Information:**

Subdivision Name: River Pointe  
Zoning: R1  
Proposed Lots: 310

#### **Water Usage:**

Rate: 400 GPD/Unit (EPD standard)  
Usage:  $400 \times 310 = 124,000 \text{ GPD} = 0.124 \text{ MGD}$

#### **Waste Water Disposal:**

Rate: 400 GPD/Unit (EPD standard)  
Usage:  $400 \times 310 = 124,000 \text{ GPD} = 0.124 \text{ MGD}$

#### **School Student Impact:**

Rate: 0.725 students per household (Metro Atlanta Standard)  
Generation:  $0.725 \times 310 = 225 \text{ students}$

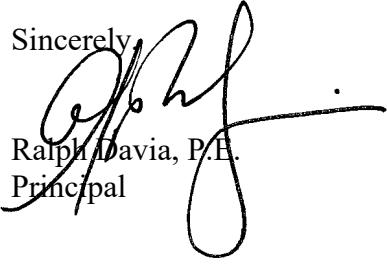
#### **Solid Waste Disposal:**

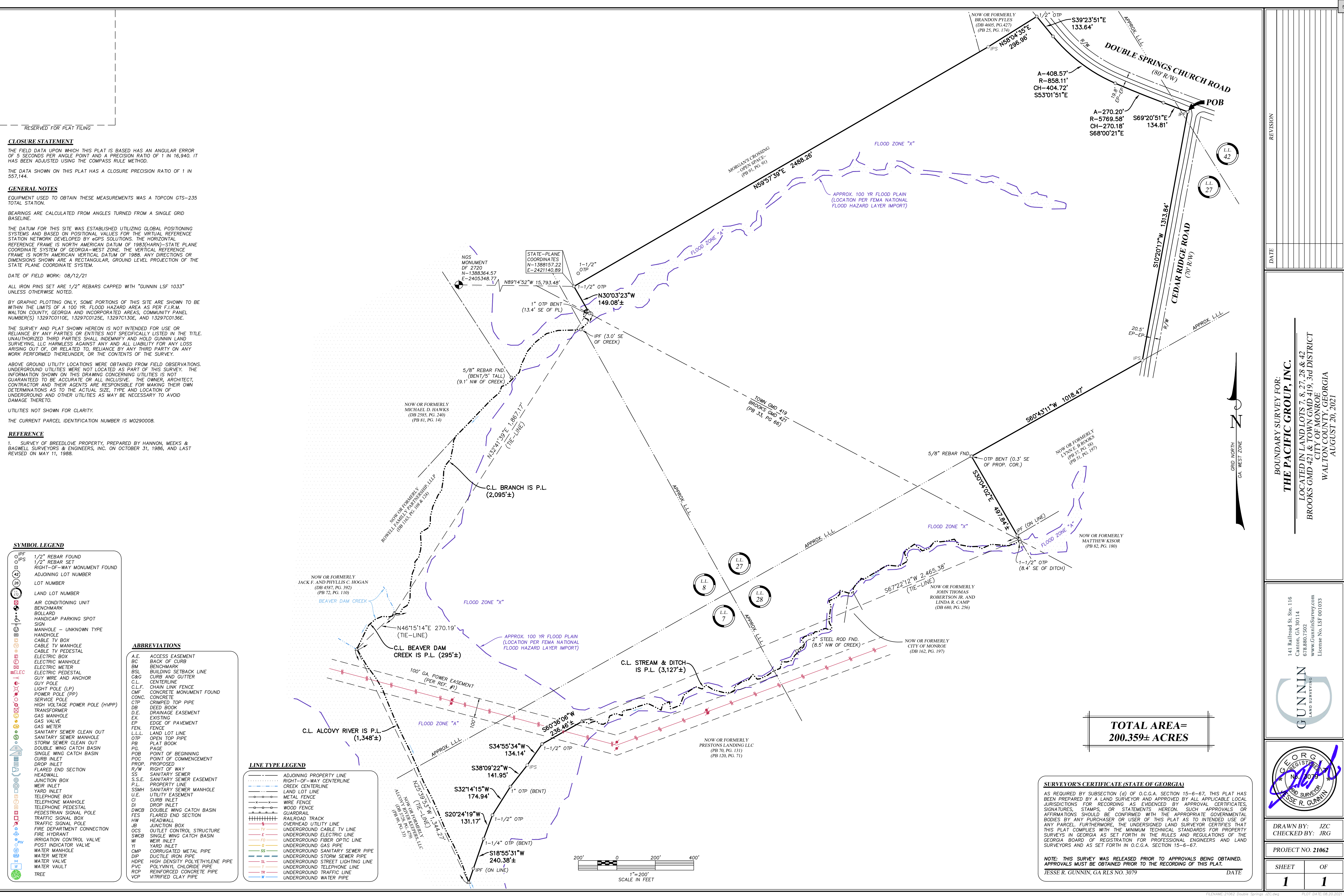
Rate: 20 lbs/unit per day (EPD Standard)  
Generation:  $20 \times 310 = 6,200 \text{ lbs/day}$  or 1132 ton/year

#### **Traffic Study: See attached**

Please do not hesitate to call me at 770-355-8070 should you require any additional information.

Sincerely,

  
Ralph Davia, P.E.  
Principal



**CLOSURE STATEMENT**  
 THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS AN ANGULAR ERROR OF 5 SECONDS PER ANGLE POINT AND A PRECISION RATIO OF 1 IN 16,940. IT HAS BEEN ADJUSTED USING THE COMPASS RULE METHOD.

THE DATA SHOWN ON THIS PLAT HAS A CLOSURE PRECISION RATIO OF 1 IN 557,144.

**GENERAL NOTES**  
 EQUIPMENT USED TO OBTAIN THESE MEASUREMENTS WAS A TOPCON GTS-235 TOTAL STATION.

BEARINGS ARE CALCULATED FROM ANGLES TURNED FROM A SINGLE GRID BASELINE.

THE DATUM FOR THIS SITE WAS ESTABLISHED UTILIZING GLOBAL POSITIONING SYSTEMS AND BASED ON POSITIONAL VALUES FOR THE VIRTUAL REFERENCE STATION NETWORK DEVELOPED BY eGPS SOLUTIONS. THE HORIZONTAL REFERENCE FRAME IS NORTH AMERICAN DATUM OF 1983(HARN)-STATE PLANE COORDINATE SYSTEM OF GEORGIA-WEST ZONE. THE VERTICAL REFERENCE FRAME IS NORTH AMERICAN VERTICAL DATUM OF 1988. ANY DIRECTIONS OR DIMENSIONS SHOWN ARE A RECTANGULAR, GROUND LEVEL PROJECTION OF THE STATE PLANE COORDINATE SYSTEM.

DATE OF FIELD WORK: 08/12/21

ALL IRON PINS SET ARE 1/2" REBARS CAPPED WITH "GUNNIN LSF 1033" UNLESS OTHERWISE NOTED.

BY GRAPHIC PLOTTING ONLY, SOME PORTIONS OF THIS SITE ARE SHOWN TO BE WITHIN THE LIMITS OF A 100 YR. FLOOD HAZARD AREA AS PER F.I.R.M. WALTON COUNTY, GEORGIA AND INCORPORATED AREAS, COMMUNITY PANEL NUMBER(S) 13297C010E, 13297C012E, 13297C130E, AND 13297C013E.

THE SURVEY AND PLAT SHOWN HEREON IS NOT INTENDED FOR USE OR RELIANCE BY ANY PARTIES OR ENTITIES NOT SPECIFICALLY LISTED IN THE TITLE. UNAUTHORIZED THIRD PARTIES SHALL INDEMNIFY AND HOLD GUNNIN AND SURVEYING, LLC HARMLESS AGAINST ANY AND ALL LIABILITY FOR ANY LOSS ARISING OUT OF, OR RELATED TO, RELIANCE BY ANY THIRD PARTY ON ANY WORK PERFORMED THEREUNDER, OR THE CONTENTS OF THE SURVEY.

ABOVE GROUND UTILITY LOCATIONS WERE OBTAINED FROM FIELD OBSERVATIONS. UNDERGROUND UTILITIES WERE NOT LOCATED AS PART OF THIS SURVEY. THE INFORMATION SHOWN ON THIS DRAWING CONCERNING UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR ALL INCLUSIVE. THE OWNER, ARCHITECT, CONTRACTOR AND THEIR AGENTS ARE RESPONSIBLE FOR MAKING THEIR OWN DETERMINATIONS AS TO THE ACTUAL SIZE, TYPE AND LOCATION OF UNDERGROUND AND OTHER UTILITIES AS MAY BE NECESSARY TO AVOID DAMAGE THERETO.

UTILITIES NOT SHOWN FOR CLARITY.

THE CURRENT PARCEL IDENTIFICATION NUMBER IS M0290008.

**REFERENCE**  
 1. SURVEY OF BREEDLOVE PROPERTY, PREPARED BY HANNON, MECKS & BAGWELL SURVEYORS & ENGINEERS, INC. ON OCTOBER 31, 1986, AND LAST REVISED ON MAY 11, 1988.

**SYMBOL LEGEND**

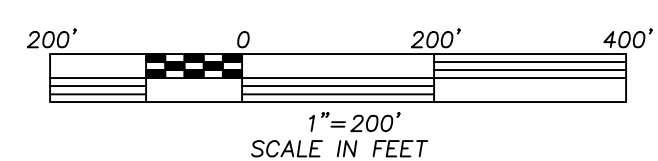
1/2" REBAR FOUND	1/2" REBAR SET	RIGHT-OF-WAY MONUMENT FOUND	ADJOINING LOT NUMBER	LOT NUMBER	LAND LOT NUMBER
AIR CONDITIONING UNIT	BENCHMARK	BOLLARD	HANDICAP PARKING SPOT	SIGN	MANHOLE - UNKNOWN TYPE
HANDHOLE	CABLE TV BOX	CABLE TV MANHOLE	CABLE TV PEDESTAL	ELECTRIC BOX	ELECTRIC MANHOLE
ELECTRIC METER	ELECTRIC PEDESTAL	GUY WIRE AND ANCHOR	GUY POLE	LIGHT POLE (LP)	POWER POLE (PP)
SERVICE POLE	HIGH VOLTAGE POWER POLE (HVPP)	TRANSFORMER	GAS MANHOLE	GAS VALVE	GAS METER
SANITARY SEWER CLEAN OUT	SANITARY SEWER MANHOLE	STORM SEWER CLEAN OUT	DOUBLE WING CATCH BASIN	SINGLE WING CATCH BASIN	CURB INLET
DROP INLET	FLARED END SECTION	HEADWALL	JUNCTION BOX	WEIR INLET	YARD INLET
TELEPHONE BOX	TELEPHONE MANHOLE	TELEPHONE PEDESTAL	PEDESTRIAN SIGNAL POLE	TRAFFIC SIGNAL BOX	TRAFFIC SIGNAL POLE
FIRE DEPARTMENT CONNECTION	FIRE HYDRANT	IRRIGATION CONTROL VALVE	POST INDICATOR VALVE	WATER MANHOLE	WATER METER
WATER VALVE	WATER VAULT	TREE			

**ABBREVIATIONS**

A.E.	ACCESS EASEMENT
BC	BACK OF CURB
BM	BENCHMARK
BSL	BUILDING SETBACK LINE
C&G	CURB AND GUTTER
C.L.	CENTERLINE
C.L.F.	CHAIN LINK FENCE
CONC.	CONCRETE
OTP	CRIMPED TOP PIPE
DB	DEED BOOK
D.E.	DRAINAGE EASEMENT
EX.	EXISTING
EP	EDGE OF PAVEMENT
FEN.	FENCE
LL	LAND LOT LINE
OTP	OPEN TOP PIPE
PLAT	PLAT BOOK
PG.	PAGE
POB	POINT OF BEGINNING
POC	POINT OF COMMENCEMENT
PROP.	PROPOSED
R/W	RIGHT OF WAY
SS	SANITARY SEWER
S.S.E.	SANITARY SEWER EASEMENT
P.L.	PROPERTY LINE
SSMH	SANITARY SEWER MANHOLE
U.E.	UTILITY EASEMENT
DI	DROP INLET
DWCB	DOUBLE WING CATCH BASIN
FES	FLARED END SECTION
HW	HEADWALL
JB	JUNCTION BOX
OCS	OUTLET CONTROL STRUCTURE
SWCB	SINGLE WING CATCH BASIN
WI	WEIR INLET
YI	YARD INLET
CMP	CORRUGATED METAL PIPE
DIP	DUCTILE IRON PIPE
HDPE	HIGH DENSITY POLYETHYLENE PIPE
PVC	POLYVINYL CHLORIDE PIPE
RCP	REINFORCED CONCRETE PIPE
VCP	VITRIFIED CLAY PIPE

**LINE TYPE LEGEND**

---	ADJOINING PROPERTY LINE
---	RIGHT-OF-WAY CENTERLINE
---	CREEK CENTERLINE
---	LAND LOT LINE
---	METAL FENCE
---	WIRE FENCE
---	WOOD FENCE
---	RAILROAD TRACK
---	OVERHEAD UTILITY LINE
---	UNDERGROUND CABLE TV LINE
---	UNDERGROUND ELECTRIC LINE
---	UNDERGROUND FIBER OPTIC LINE
---	UNDERGROUND GAS PIPE
---	UNDERGROUND SANITARY SEWER PIPE
---	UNDERGROUND STORM SEWER PIPE
---	UNDERGROUND STREET LIGHTING LINE
---	UNDERGROUND TELEPHONE LINE
---	UNDERGROUND TRAFFIC LINE
---	UNDERGROUND WATER PIPE



**TOTAL AREA= 200.359± ACRES**

**SURVEYOR'S CERTIFICATE (STATE OF GEORGIA)**  
 AS REQUIRED BY SUBSECTION (d) OF O.C.G.A. SECTION 15-6-67, THIS PLAT HAS BEEN PREPARED BY A LAND SURVEYOR AND APPROVED BY ALL APPLICABLE LOCAL JURISDICTIONS FOR RECORDING AS EVIDENCED BY APPROVAL CERTIFICATES, SIGNATURES, STAMPS, OR STATEMENTS HEREON. SUCH APPROVALS OR AFFIRMATIONS SHOULD BE CONFIRMED WITH THE APPROPRIATE GOVERNMENTAL BODIES BY ANY PURCHASER OR USER OF THIS PLAT AS TO INTENDED USE OF ANY PARCEL. FURTHERMORE, THE UNDERSIGNED LAND SURVEYOR CERTIFIES THAT THIS PLAT COMPLIES WITH THE MINIMUM TECHNICAL STANDARDS FOR PROPERTY SURVEYS IN GEORGIA AS SET FORTH IN THE RULES AND REGULATIONS OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND AS SET FORTH IN O.C.G.A. SECTION 15-6-67.

NOTE: THIS SURVEY WAS RELEASED PRIOR TO APPROVALS BEING OBTAINED. APPROVALS MUST BE OBTAINED PRIOR TO THE RECORDING OF THIS PLAT.

JESSE R. GUNNIN, GA RLS NO. 3079 DATE

REVISION	
DATE	

BOUNDARY SURVEY FOR:  
**THE PACIFIC GROUP, INC.**  
 LOCATED IN LAND LOTS 7, 8, 27, 28 & 42  
 BROOKS GMD 421 & TOWN GMD 419, 3rd DISTRICT  
 CITY OF MONROE  
 WALTON COUNTY, GEORGIA  
 AUGUST 20, 2021

141 Railroad St., Ste. 116  
 Canton, GA 30114  
 678.880.7502  
 www.GunninSurvey.com  
 License No. LSF 001033



DRAWN BY: JZC	CHECKED BY: JRG
PROJECT NO. 21062	
SHEET 1	OF 1



**DEVELOPMENT SUMMARY**

PROPOSED NAME: RIVER POINTE  
 LAND LOTS: 7, 8, 27 & 28  
 LAND DISTRICT: 3RD  
 PROPOSED USE: SINGLE FINALLY RESIDENTIAL  
 EXISTING ZONING: R1  
 PROPOSED ZONING: UNCHANGED  
 TOTAL AREA: 200.04 ACRES  
 PROPOSED LOTS: 310  
 DENSITY: 310 UNITS/200.40 ACRE  
 1.55 UPA  
 REQUIRED OPEN SPACE= 15% OR 30.01 AC  
 PROPOSED OPEN SPACE= 28% OR 28.50 AC

PROPOSED STREET WIDTH = 28' BOC-BOC

PROPOSED ROW WIDTH = 50'

SETBACKS: FRONT = 30'  
 SIDE = 10'  
 REAR = 25'

MIN LOT AREA: 14,000 SF  
 MIN LOT WIDTH: 100' AT BUILDING LINE  
 MIN LOT FRONTAGE: 75'

OWNER: THE ROWELL FAMILY PARTNERSHIP & JANE JAY STILL  
 ADDRESS: P.O. BOX 1378, MONROE, GA 30655  
 TELEPHONE: (770) 3186153

DEVELOPER: THE PACIFIC GROUP  
 ADDRESS: 5755 DUPREE DRIVE, ATLANTA, GA 30327  
 TELEPHONE: (678) 603-8267

ENGINEER: GREYDEN ENGINEERING  
 ADDRESS: 12460 CRABAPPLE ROAD, STE 202-374, ALPHARETTA, GA 30004  
 TELEPHONE: (770) 573-4801

UTILITIES STATEMENT:  
 WATER: SUBDIVISION WILL CONNECT TO CITY OF MONROE WATER MAINS LOCATED ALONG DOUBLE SPRING CHURCH ROAD AND CEDAR RIDGE RD. 8" DUCTILE WILL BE USED THROUGH OUT THE SUBDIVISION.  
 SEWER: SUBDIVISION WILL GRAVITY FEED TO A CENTRALIZED LIFT STATION AND THEN PUMP VIA 6IN FORCE MAIN TO THE NEAREST CITY OF MONROE SYSTEM MANHOLE AS PER DISCUSSIONS WITH CITY OF MONROE UTILITIES.

HYDROLOGY STATEMENT  
 DUE TO TIMING OF BASIN PEAKS, NO DETENTION IS PROPOSED FOR THIS DEVELOPMENT. WATER QUALITY WILL BE PROVIDED VIA INFILTRATION WITHIN THE LOW LYING FLOODPLAIN AREAS. WE WILL ALSO UTILIZE A TREATMENT TRAIN OF PROPRIETARY BMPs AND ENHANCED SWALES. STORM WATER WILL BE DESIGNED IN ACCORDANCE WITH THE GEORGIA STORMWATER MANAGEMENT MANUAL AND THE CITY OF MONROE DEVELOPMENT STANDARDS.

REVISIONS	DATE	DESCRIPTION
57	8/2/2022	PRELIMINARY PLAT SUBMITAL
58	8/19/2022	PRELIMINARY PLAT SUBMITAL #2

CLIENT: **THE PACIFIC GROUP INC.**  
 5755 DUPREE DR., NW #130, ATLANTA, GA 30327 678.603.8267  
 24 HOUR EMERGENCY CONTACT: RICHARD COOPER 678.603.8267

**AUTHORIZATION STATEMENT**

I HEREBY SUBMIT THIS PRELIMINARY PLAT AS AUTHORIZED AGENT/OWNER OF ALL PROPERTY SHOWN THEREON, AND CERTIFY THAT ALL CONTIGUOUS PROPERTY UNDER MY OWNERSHIP OR CONTROL IS INCLUDED WITHIN THE BOUNDARY OF THIS PRELIMINARY PLAT, AS REQUIRED BY THE DEVELOPMENT REGULATIONS.

SIGNATURE OF AUTHORIZED AGENT/OWNER: \_\_\_\_\_ DATE: 8/19/2022

**CERTIFICATION OF APPROVAL BY THE CODE ENFORCEMENT OFFICE**

THIS PRELIMINARY PLAT HAS BEEN REVIEWED AND APPROVED FOR GENERAL COMPLIANCE WITH THE ZONING ORDINANCE AND DEVELOPMENT REGULATION OF THE CITY OF MONROE.

CODE ENFORCEMENT OFFICER: \_\_\_\_\_ DATE: \_\_\_\_\_

**CERTIFICATE OF APPROVAL BY PLANNING COMMISSION**

THE PRELIMINARY PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE ZONING ORDINANCE AND THE DEVELOPMENT REGULATIONS OF THE CITY OF MONROE AND IS HEREBY GIVEN PRELIMINARY APPROVAL BY THE CITY OF MONROE PLANNING COMMISSION. THIS PRELIMINARY APPROVAL DOES NOT CONSTITUTE APPROVAL OF A FINAL PLAT. THIS CERTIFICATE OF APPROVAL SHALL EXPIRE AND BE NULL AND VOID ONE (1) YEAR FROM THE DATE OF THIS CERTIFICATE OF APPROVAL.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

BY: \_\_\_\_\_ CHAIRMAN  
 BY: \_\_\_\_\_ SECRETARY

**CERTIFICATE OF APPROVAL BY MONROE WATER & GAS DEPARTMENT**

THE LOTS SHOWN HEREON AND PLANS FOR WATER AND SEWAGE COLLECTION AND DISPOSAL HAVE BEEN REVIEWED AND APPROVED BY THE CITY OF MONROE WATER & GAS DEPARTMENT, AND WITH THE EXCEPTION OF LOTS ARE APPROVED FOR DEVELOPMENT.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

BY: \_\_\_\_\_  
 TITLE: \_\_\_\_\_

**CERTIFICATE OF APPROVAL BY MAYOR AND COUNCIL**

THE PRELIMINARY PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE ZONING ORDINANCE AND THE DEVELOPMENT REGULATIONS OF THE CITY OF MONROE AND IS HEREBY GIVEN PRELIMINARY APPROVAL BY THE CITY OF MONROE MAYOR AND COUNCIL. THIS PRELIMINARY APPROVAL DOES NOT CONSTITUTE APPROVAL OF A FINAL PLAT. THIS CERTIFICATE OF APPROVAL SHALL EXPIRE AND BE NULL AND VOID ONE (1) YEAR FROM THE DATE OF THIS CERTIFICATE OF APPROVAL.

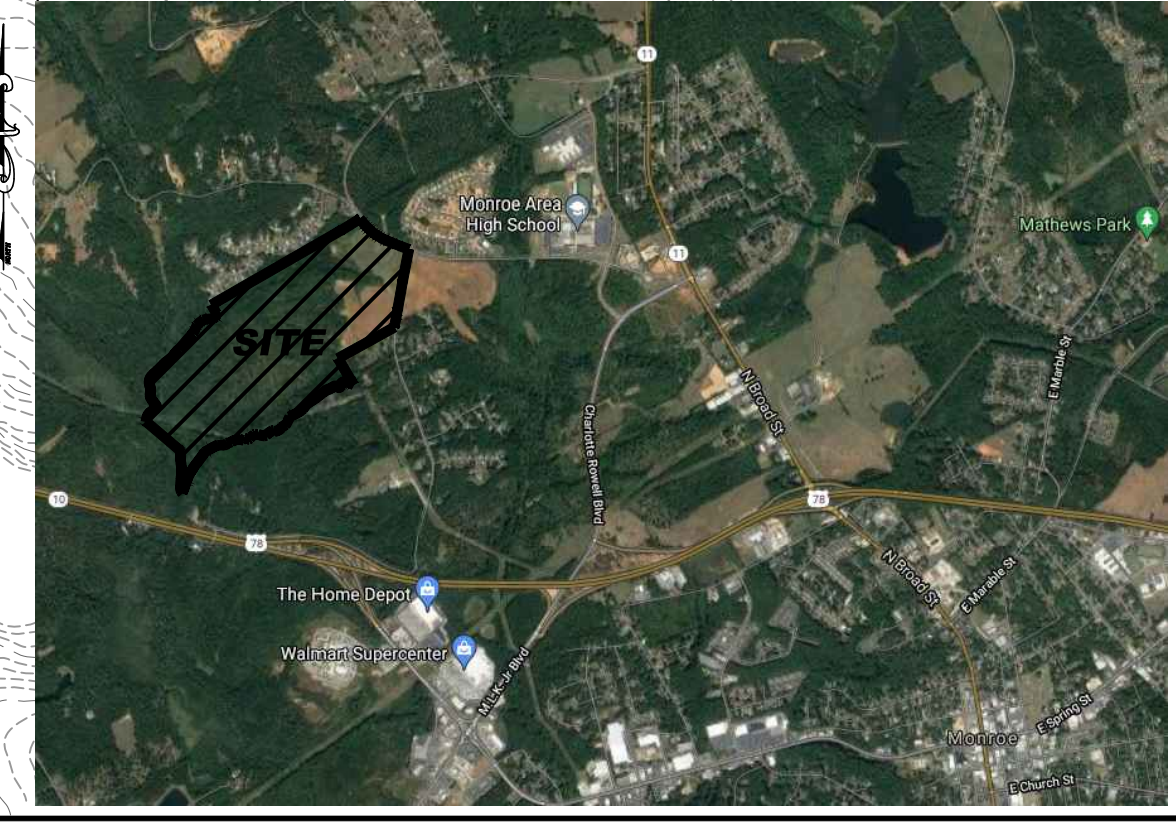
DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

BY: \_\_\_\_\_ MAYOR  
 BY: \_\_\_\_\_ CITY CLERK



- UNDISTURBED BUFFER
- ZONE A FLOOD PLAIN
- DRAINAGE EASEMENT
- SANITARY SEWER EASEMENT
- WETLAND AREAS

**VICINITY MAP**  
 N.T.S.



CLIENT: **GREYDEN ENGINEERING**  
 12460 CRABAPPLE ROAD, STE 202-374, ALPHARETTA, GA 30004  
 PH: 770-573-4801 FAX: 678-302-6362

REGISTERED PROFESSIONAL ENGINEER  
 RALPH DANIEL  
 119/2021  
 ENGINEER'S SEAL & SIGNATURE

OVERALL SITE PLAN FOR RIVER POINTE PRELIMINARY PLAT  
 LOCATED IN LAND LOTS 7, 8, 27 & 28, 3RD DISTRICT, 2ND SECTION CITY OF MONROE, WALTON COUNTY, GEORGIA

DATE	7/26/21
JOB NO.	21-028
DRAWN	RAD
CHECKED	RAD
SCALE	AS NOTED
SHEET:	PP-1

**DEVELOPMENT SUMMARY**

PROPOSED NAME: RIVER POINTE  
 LAND LOTS: 7, 8, 27 & 28  
 LAND DISTRICT: 3RD  
 PROPOSED USE: SINGLE FINALLY RESIDENTIAL  
 EXISTING ZONING: R1  
 PROPOSED ZONING: UNCHANGED  
 TOTAL AREA: 200.04 ACRES  
 PROPOSED LOTS: 310  
 DENSITY: 310 UNITS/200.04 ACRE  
 1.55 UPA  
 REQUIRED OPEN SPACE= 15% OR 30.01 AC  
 PROPOSED OPEN SPACE= 28% OR 28.50 AC

PROPOSED STREET WIDTH = 28' BOC-BOC  
 PROPOSED ROW WIDTH = 50'  
 SETBACKS: FRONT = 30'  
 SIDE = 10'  
 REAR = 25'  
 MIN LOT AREA: 14,000 SF  
 MIN LOT WIDTH: 100' AT BUILDING LINE  
 MIN LOT FRONTAGE: 75'


OWNER: THE ROWELL FAMILY PARTNERSHIP & JANE JAY STILL  
 ADDRESS: P.O. BOX 1378, MONROE, GA 30655  
 TELEPHONE: (770) 3186153


DEVELOPER: THE PACIFIC GROUP  
 ADDRESS: 5755 DUPREE DRIVE, ATLANTA, GA 30327  
 TELEPHONE: (678) 603-8267


ENGINEER: GREYDEN ENGINEERING  
 ADDRESS: 12460 CRABAPPLE ROAD, STE 202-374, ALPHARETTA, GA 30004  
 TELEPHONE: (770) 573-4801

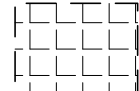
UTILITIES STATEMENT:  
 WATER: SUBDIVISION WILL CONNECT TO CITY OF MONROE WATER MAINS LOCATED ALONG DOUBLE SPRING CHURCH ROAD AND CEDAR RIDGE RD. 8" DUCTILE WILL BE USED THROUGH OUT THE SUBDIVISION. SUBDIVISION WILL GRAVITY FEED TO A CENTRALIZED LIFT STATION AND THEN PUMP VIA 6IN FORCE MAIN TO THE NEAREST CITY OF MONROE SYSTEM MANHOLE AS PER DISCUSSIONS WITH CITY OF MONROE UTILITIES.


SEWER:

 UNDISTURBED BUFFER

 ZONE A FLOOD PLAIN

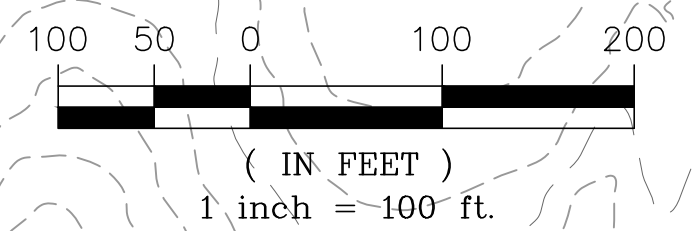
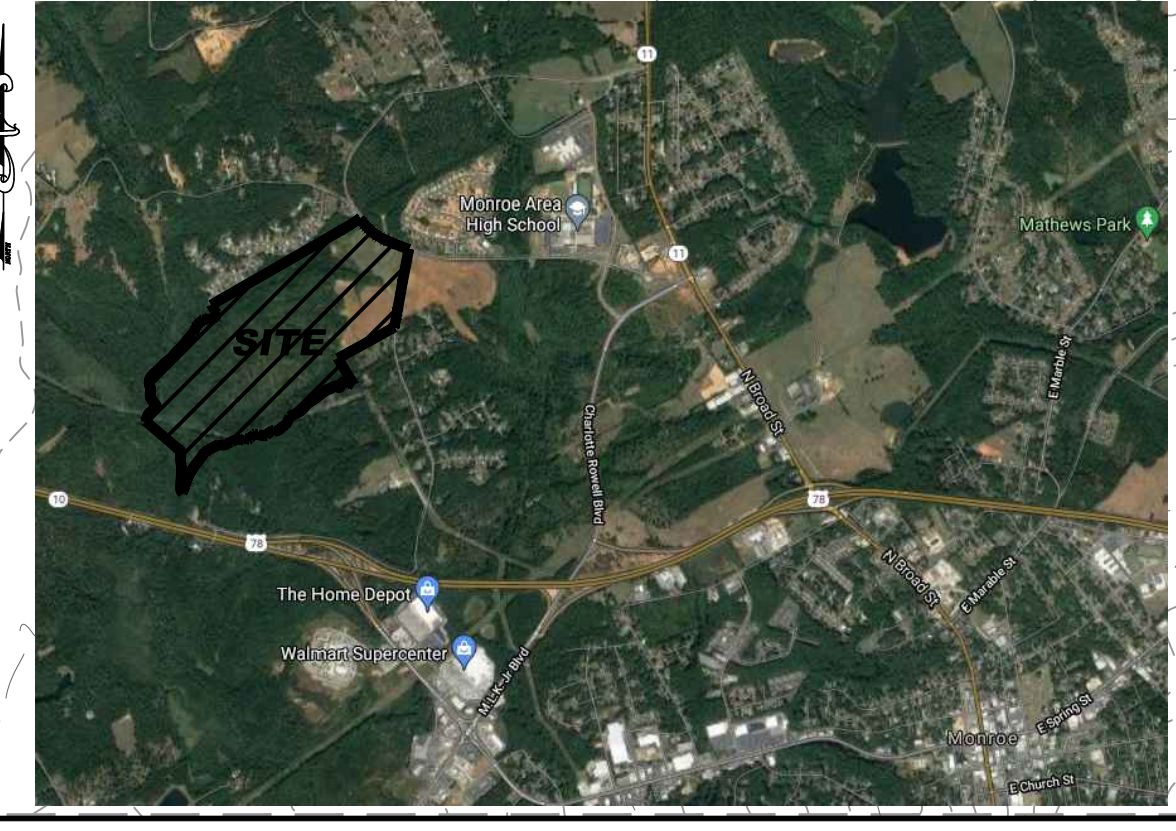
 DRAINAGE EASEMENT

 SANITARY SEWER EASEMENT

 WETLAND AREAS

ZONE A FLOOD PLANE PER FEMA FIRM PANELS 13297C0110E 13297C0125E 13297C130E & 13297C0136E

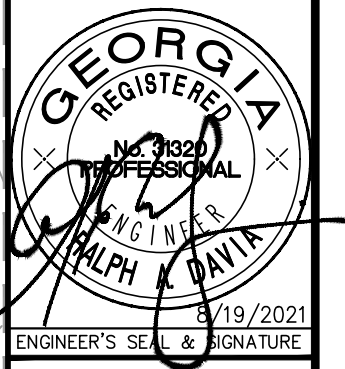
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REVISIONS	DATE	DESCRIPTION
1	8/2/2021	PRELIMINARY PLAT SUBMITTAL
2	6/19/2020	PRELIMINARY PLAT SUBMITTAL

CLIENT: **THE PACIFIC GROUP INC.**  
 5755 DUPREE DR., NW #130, ATLANTA, GA 30327 678.603.8267  
 24 HOUR EMERGENCY CONTACT: RICHARD COOPER 678.603.8267

ENGINEER: **GREYDEN ENGINEERING**  
 12460 CRABAPPLE ROAD, STE 202-374 ALPHARETTA, GA 30004  
 PH: 770-573-4801 FAX: 678-302-6362



**SITE PLAN FOR RIVER POINTE PRELIMINARY PLAT**  
 LOCATED IN LAND LOTS 7, 8, 27 & 28, 3RD DISTRICT, 2ND SECTION CITY OF MONROE, WALTON COUNTY, GEORGIA

DATE	7/26/21
JOB NO.	21-028
DRAWN	RAD
CHECKED	RAD
SCALE	AS NOTED
SHEET:	PP-2

**DEVELOPMENT SUMMARY**

PROPOSED NAME: RIVER POINT  
 LAND LOTS: 7, 8, 27 & 28  
 LAND DISTRICT: 36D  
 PROPOSED USE: SINGLE FINALLY RESIDENTIAL  
 EXISTING ZONING: R1  
 PROPOSED ZONING: UNCHANGED  
 TOTAL AREA = 200.04 ACRES  
 PROPOSED LOTS = 310  
 DENSITY: 310 UNITS/200.40 ACRE  
 1.55 UPA  
 REQUIRED OPEN SPACE = 15% OR 30.01 AC  
 PROPOSED OPEN SPACE = 28% OR 28.50 AC  
 PROPOSED STREET WIDTH = 28' BOC-BOC  
 PROPOSED ROW WIDTH = 50'

OWNER: THE ROWELL FAMILY PARTNERSHIP & JANE JAY STILL  
 ADDRESS: P.O. BOX 1378, MONROE GA 30655  
 TELEPHONE: (770) 3186153

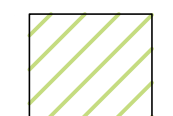
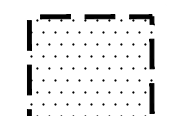

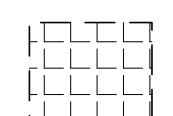

DEVELOPER: THE PACIFIC GROUP  
 ADDRESS: 5755 DUPREE DRIVE, ATLANTA, GA 30327  
 TELEPHONE: (678) 603-8267

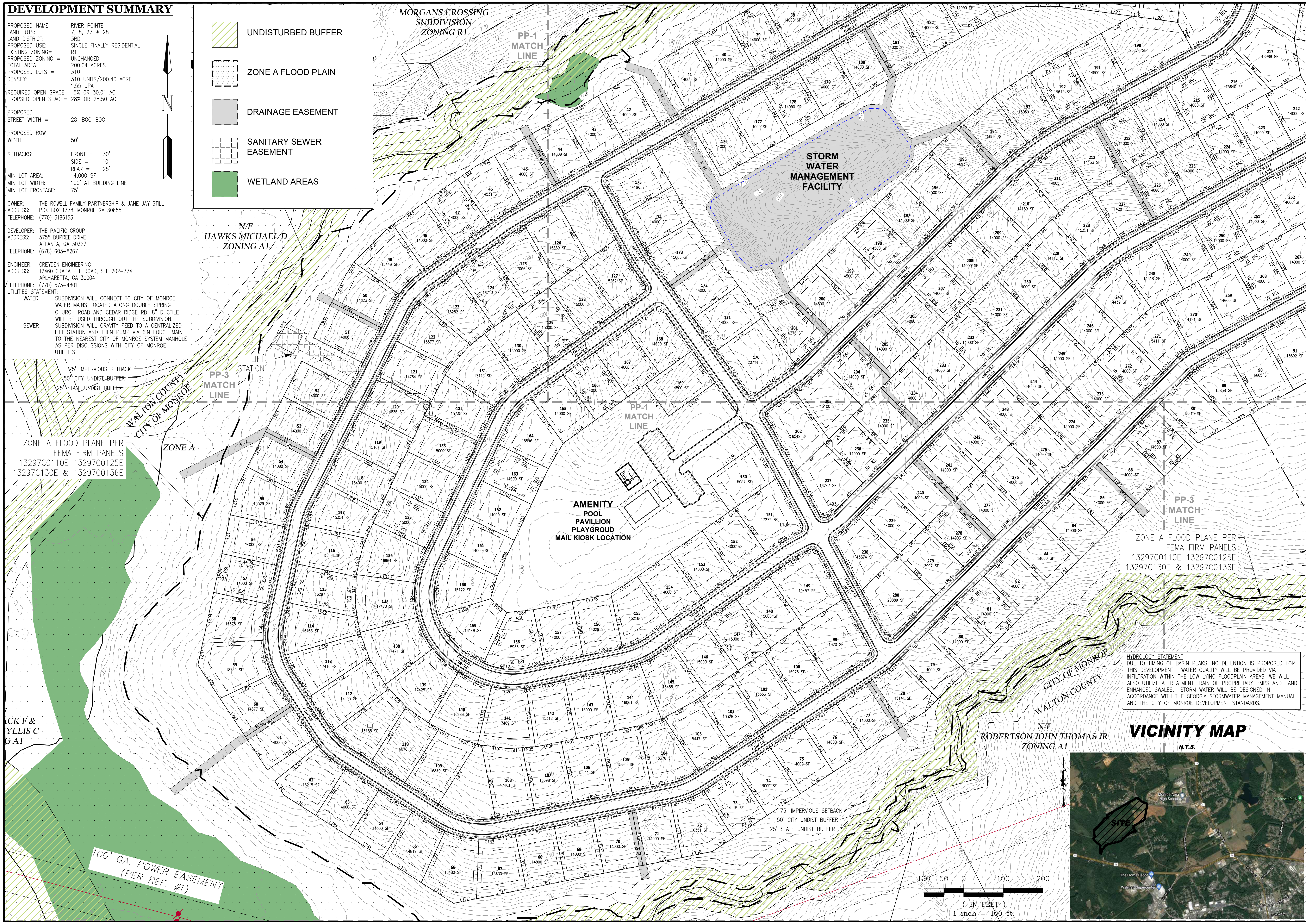
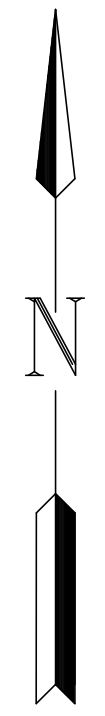
ENGINEER: GREYDEN ENGINEERING  
 ADDRESS: 12460 CRABAPPLE ROAD, STE 202-374, APLHARETTA, GA 30004  
 TELEPHONE: (770) 573-4801

UTILITIES STATEMENT:  
 WATER: SUBDIVISION WILL CONNECT TO CITY OF MONROE WATER MAINS LOCATED ALONG DOUBLE SPRING CHURCH ROAD AND CEDAR RIDGE RD. 8" DUCTILE WILL BE USED THROUGH OUT THE SUBDIVISION. SUBDIVISION WILL GRAVITY FEED TO A CENTRALIZED LIFT STATION AND THEN PUMP VIA GIN FORCE MAIN TO THE NEAREST CITY OF MONROE SYSTEM MANHOLE AS PER DISCUSSIONS WITH CITY OF MONROE UTILITIES.

SEWER: 75' IMPERVIOUS SETBACK  
 50' CITY UNDIST BUFFER  
 25' STATE UNDIST BUFFER

ZONE A FLOOD PLANE PER FEMA FIRM PANELS 13297C0110E 13297C0125E 13297C130E & 13297C0136E

-  UNDISTURBED BUFFER
-  ZONE A FLOOD PLAIN
-  DRAINAGE EASEMENT
-  SANITARY SEWER EASEMENT
-  WETLAND AREAS



N/F HAWKS MICHAEL/D ZONING A1

PP-3 MATCH LINE

PP-1 MATCH LINE

PP-3 MATCH LINE

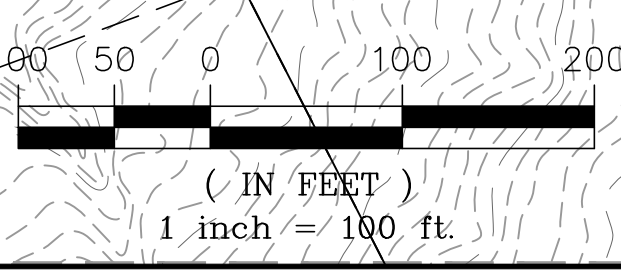
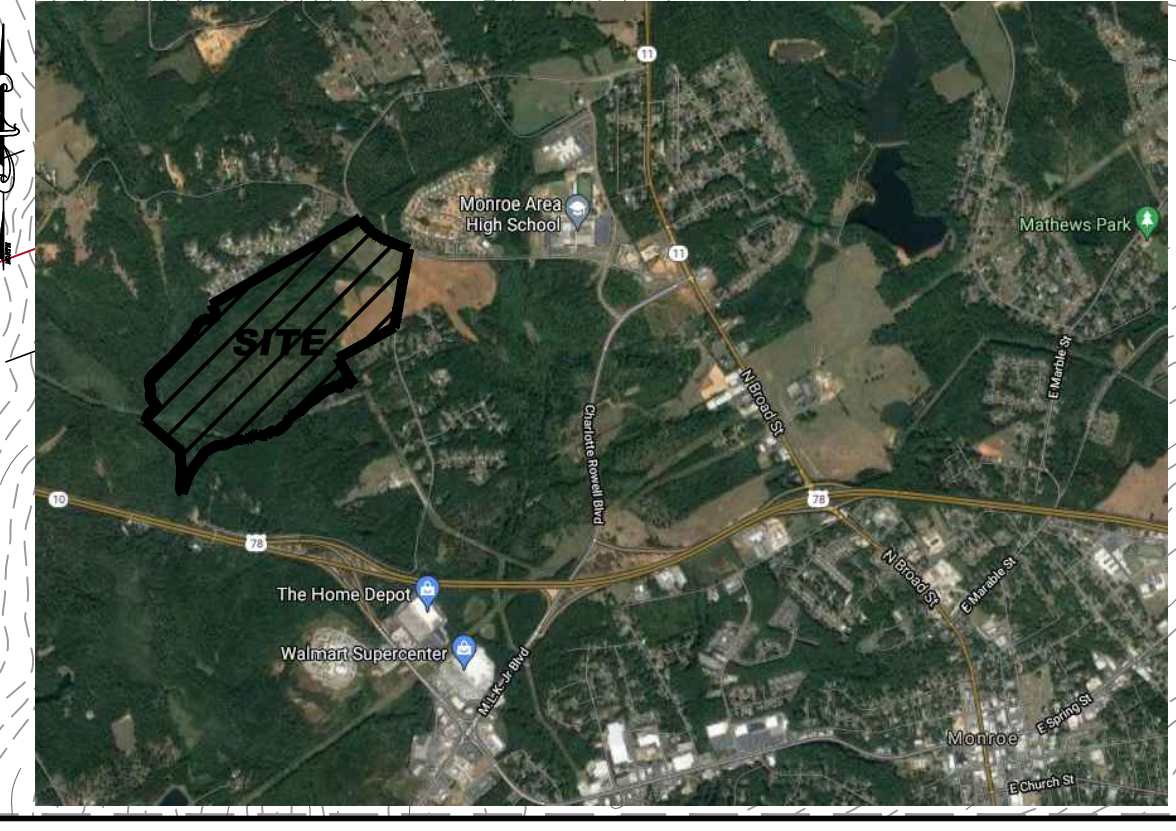
AMENITY POOL  
 PAVILLION  
 PLAYGROUND  
 MAIL KIOSK LOCATION

STORM WATER MANAGEMENT FACILITY

ZONE A FLOOD PLANE PER FEMA FIRM PANELS 13297C0110E 13297C0125E 13297C130E & 13297C0136E

HYDROLOGY STATEMENT  
 DUE TO TIMING OF BASIN PEAKS, NO DETENTION IS PROPOSED FOR THIS DEVELOPMENT. WATER QUALITY WILL BE PROVIDED VIA INFILTRATION WITHIN THE LOW LYING FLOODPLAIN AREAS. WE WILL ALSO UTILIZE A TREATMENT TRAIN OF PROPRIETARY BMS AND ENHANCED SWALES. STORM WATER WILL BE DESIGNED IN ACCORDANCE WITH THE GEORGIA STORMWATER MANAGEMENT MANUAL AND THE CITY OF MONROE DEVELOPMENT STANDARDS.

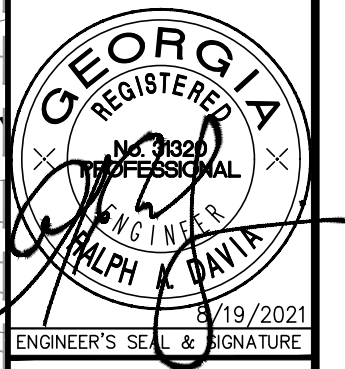
**VICINITY MAP**  
 N.T.S.



REVISIONS	DATE	DESCRIPTION
1	8/2/2021	PRELIMINARY PLAT SUBMITTAL
2	8/19/2021	PRELIMINARY PLAT SUBMITTAL

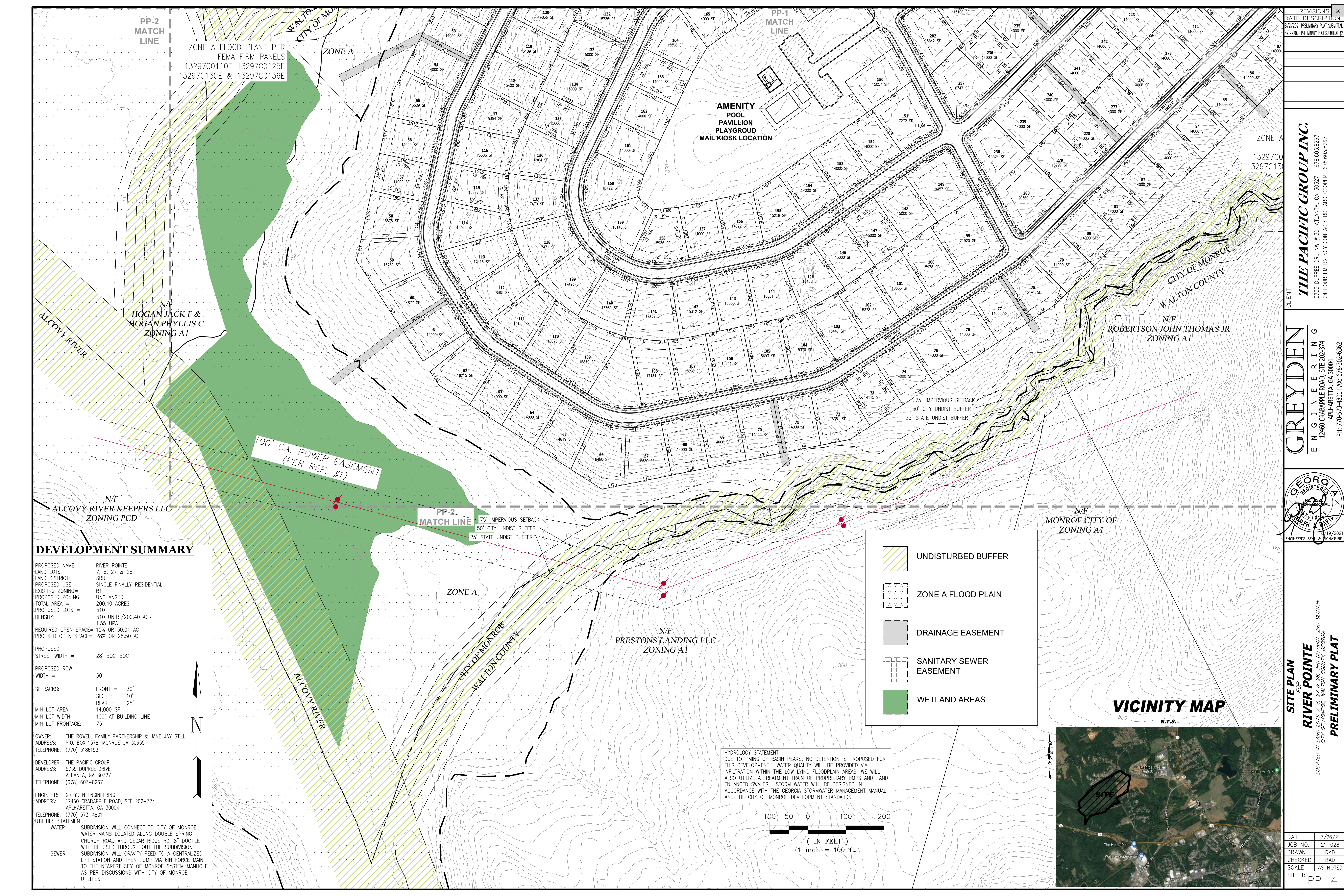
CLIENT: **THE PACIFIC GROUP INC.**  
 5755 DUPREE DR., NW #130, ATLANTA, GA 30327 678.603.8267  
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**GREYDEN**  
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 12460 CRABAPPLE ROAD, STE 202-374  
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 PH: 770-573-4801 FAX: 678-302-6362



**SITE PLAN FOR RIVER POINT**  
 LOCATED IN LAND LOTS 7, 8, 27 & 28, 3RD DISTRICT, 2ND SECTION  
 CITY OF MONROE, WALTON COUNTY, GEORGIA  
**PRELIMINARY PLAT**

DATE	7/26/21
JOB NO.	21-028
DRAWN	RAD
CHECKED	RAD
SCALE	AS NOTED
SHEET:	PP-3



ZONE A FLOOD PLANE PER FEMA FIRM PANELS 13297C0110E 13297C0125E 13297C130E & 13297C0136E

AMENITY POOL  
PAVILLION  
PLAYGROUND  
MAIL KIOSK LOCATION

N/F HOGAN JACK F & HOGAN PHYLLIS C ZONING A1

N/F ROBERTSON JOHN THOMAS JR ZONING A1

100' GA. POWER EASEMENT (PER REF. #1)

PP-2 MATCH LINE  
75' IMPERVIOUS SETBACK  
50' CITY UNDIST BUFFER  
25' STATE UNDIST BUFFER

N/F MONROE CITY OF ZONING A1

N/F PRESTONS LANDING LLC ZONING A1

**DEVELOPMENT SUMMARY**

PROPOSED NAME: RIVER POINTE  
 LAND LOTS: 7, 8, 27 & 28  
 LAND DISTRICT: 3RD  
 PROPOSED USE: SINGLE FINALLY RESIDENTIAL  
 EXISTING ZONING: R1  
 PROPOSED ZONING: UNCHANGED  
 TOTAL AREA: 200.40 ACRES  
 PROPOSED LOTS: 310  
 DENSITY: 310 UNITS/200.40 ACRE  
 1.55 UPA  
 REQUIRED OPEN SPACE: 15% OR 30.01 AC  
 PROPOSED OPEN SPACE: 28% OR 28.50 AC

PROPOSED STREET WIDTH = 28' BOC-BOC  
 PROPOSED ROW WIDTH = 50'

SETBACKS: FRONT = 30'  
 SIDE = 10'  
 REAR = 25'  
 MIN LOT AREA: 14,000 SF  
 MIN LOT WIDTH: 100' AT BUILDING LINE  
 MIN LOT FRONTAGE: 75'

OWNER: THE ROWELL FAMILY PARTNERSHIP & JANE JAY STILL  
 ADDRESS: P.O. BOX 1378, MONROE GA 30655  
 TELEPHONE: (770) 3186153

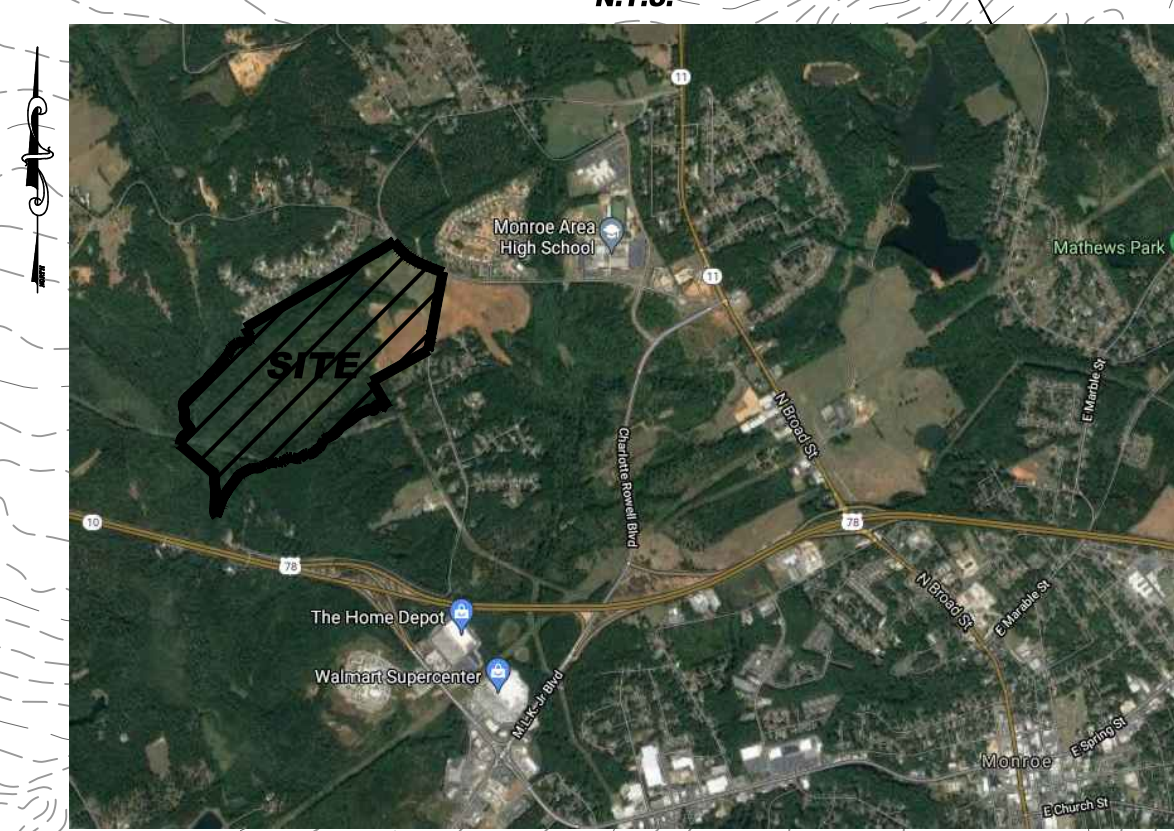
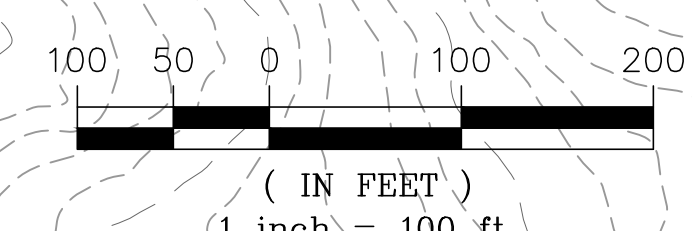
DEVELOPER: THE PACIFIC GROUP  
 ADDRESS: 5755 DUPREE DRIVE, ATLANTA, GA 30327  
 TELEPHONE: (678) 603-8267

ENGINEER: GREYDEN ENGINEERING  
 ADDRESS: 12460 CRABAPPLE ROAD, STE 202-374, APLHARETTA, GA 30004  
 TELEPHONE: (770) 573-4801

UTILITIES STATEMENT:  
 WATER: SUBDIVISION WILL CONNECT TO CITY OF MONROE WATER MAINS LOCATED ALONG DOUBLE SPRING CHURCH ROAD AND CEDAR RIDGE RD. 8" DUCTILE WILL BE USED THROUGH OUT THE SUBDIVISION.  
 SEWER: SUBDIVISION WILL GRAVITY FEED TO A CENTRALIZED LIFT STATION AND THEN PUMP VIA GIN FORCE MAIN TO THE NEAREST CITY OF MONROE SYSTEM MANHOLE AS PER DISCUSSIONS WITH CITY OF MONROE UTILITIES.

	UNDISTURBED BUFFER
	ZONE A FLOOD PLAIN
	DRAINAGE EASEMENT
	SANITARY SEWER EASEMENT
	WETLAND AREAS

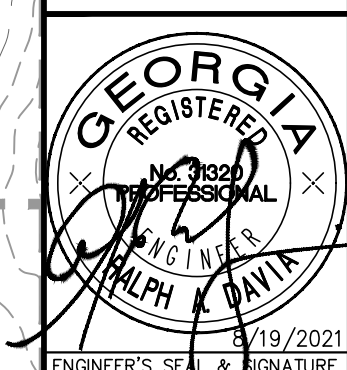
**HYDROLOGY STATEMENT**  
 DUE TO TIMING OF BASIN PEAKS, NO DETENTION IS PROPOSED FOR THIS DEVELOPMENT. WATER QUALITY WILL BE PROVIDED VIA INFILTRATION WITHIN THE LOW LYING FLOODPLAIN AREAS. WE WILL ALSO UTILIZE A TREATMENT TRAIN OF PROPRIETARY BMP'S AND ENHANCED SWALES. STORM WATER WILL BE DESIGNED IN ACCORDANCE WITH THE GEORGIA STORMWATER MANAGEMENT MANUAL AND THE CITY OF MONROE DEVELOPMENT STANDARDS.



REVISIONS	DESCRIPTION
01/22/2021	PRELIMINARY PLAT SUBMITTAL
03/19/2021	PRELIMINARY PLAT SUBMITTAL

CLIENT: **THE PACIFIC GROUP INC.**  
 5755 DUPREE DR., NW #130, ATLANTA, GA 30327 678.603.8267  
 24 HOUR EMERGENCY CONTACT: RICHARD COOPER 678.603.8267

**GREYDEN ENGINEERING**  
 12460 CRABAPPLE ROAD, STE 202-374  
 APLHARETTA, GA 30004  
 PH: 770-573-4801 FAX: 678-302-6362



**SITE PLAN FOR RIVER POINTE PRELIMINARY PLAT**  
 LOCATED IN LAND LOTS 7, 8, 27 & 28, 3RD DISTRICT, 2ND SECTION CITY OF MONROE, WALTON COUNTY, GEORGIA

DATE	7/26/21
JOB NO.	21-028
DRAWN	RAD
CHECKED	RAD
SCALE	AS NOTED
SHEET:	PP-4

LINE TABLE		
LINE #	LENGTH	DIRECTION
L2	53.04'	S49°59'56"W
L4	16.87'	S63°09'32"W
L5	179.60'	N26°50'28"W
L6	70.24'	N58°04'28"E
L7	136.92'	S39°23'00"E
L8	100.00'	S63°09'32"W
L9	170.70'	N26°50'28"W
L10	100.40'	N58°04'28"E
L11	100.00'	S63°09'32"W
L12	161.81'	N26°50'28"W
L13	100.40'	N58°04'28"E
L14	100.00'	S63°09'32"W
L15	156.19'	N26°50'28"W
L16	99.37'	N59°57'31"E
L17	0.79'	N58°04'28"E
L18	100.00'	S63°09'32"W
L19	150.60'	N26°50'28"W
L20	100.16'	N59°57'31"E
L21	100.00'	S63°09'32"W
L22	145.00'	N26°50'28"W
L23	100.16'	N59°57'31"E
L30	112.62'	N46°17'24"W
L32	57.80'	N45°16'57"W
L33	46.38'	N28°56'10"W
L34	53.06'	N13°53'54"W
L35	66.95'	N04°16'34"E
L36	44.89'	N21°38'01"E
L37	53.48'	N59°57'31"E
L38	134.41'	S36°31'45"W
L39	44.49'	S59°24'13"W
L40	58.56'	S77°01'37"W
L41	60.98'	N84°52'28"W
L42	69.32'	N65°07'46"W
L43	3.84'	N45°16'57"W
L44	138.92'	S26°50'28"E
L45	140.00'	S26°50'28"E
L46	31.16'	S63°09'32"W
L47	56.86'	S42°02'23"W
L48	13.38'	S59°24'13"W
L51	62.92'	N63°09'32"E
L52	21.52'	S63°09'32"W
L53	118.80'	N63°09'32"E
L54	14.85'	S74°47'28"E
L56	17.46'	S45°52'44"E
L57	142.02'	S34°26'09"W
L58	88.05'	N45°52'44"W
L59	111.95'	S45°52'44"E
L60	140.00'	S44°07'16"W
L61	7.58'	N46°28'25"W
L62	94.29'	N45°52'44"W
L63	94.29'	S45°52'44"E
L64	140.00'	S42°55'54"W
L65	57.33'	N55°57'35"W
L66	56.58'	N51°30'50"W
L68	57.33'	S55°57'35"E
L69	140.00'	S34°02'25"W
L70	100.00'	N55°57'35"W
L71	100.00'	S55°57'35"E
L72	140.00'	S34°02'25"W
L73	140.00'	S32°55'58"W
L74	7.06'	N56°30'48"W
L75	94.68'	N55°57'35"W
L76	94.68'	S55°57'35"E
L77	139.54'	S21°14'14"W
L78	100.15'	N68°45'46"W

LINE TABLE		
LINE #	LENGTH	DIRECTION
L79	140.34'	N21°14'14"E
L80	64.00'	S68°03'04"E
L81	36.15'	S68°45'23"E
L82	100.00'	N68°45'46"W
L83	143.11'	N21°14'14"E
L84	63.73'	S67°04'50"E
L85	26.64'	S67°05'25"E
L86	9.68'	S68°03'04"E
L87	36.29'	S64°52'45"E
L88	73.97'	N68°45'46"W
L90	148.06'	N33°36'00"E
L91	28.35'	S64°32'49"E
L92	15.29'	S64°52'45"E
L93	31.37'	S59°42'14"E
L94	40.32'	S62°32'38"E
L95	2.69'	S64°32'49"E
L97	99.04'	N55°57'35"W
L98	139.34'	N34°02'25"E
L99	25.29'	S59°42'14"E
L100	101.85'	N55°57'35"W
L101	137.56'	N34°02'25"E
L102	33.24'	S53°34'07"E
L103	66.94'	S58°34'13"E
L104	1.78'	S59°42'14"E
L105	51.12'	N55°57'35"W
L107	31.10'	N45°52'44"W
L108	137.66'	N44°07'16"E
L109	49.45'	S50°44'56"E
L110	37.27'	S53°34'07"E
L111	1.78'	S53°34'07"E
L112	17.15'	S50°44'56"E
L113	103.19'	N45°52'44"W
L114	135.40'	N44°07'16"E
L115	44.57'	S45°28'06"E
L116	40.83'	S47°22'14"E
L117	0.73'	S50°44'56"E
L118	89.40'	N45°52'44"W
L120	13.18'	N14°21'50"E
L121	130.68'	N63°09'32"E
L122	83.16'	S44°24'29"E
L124	28.54'	S51°23'42"E
L125	148.58'	S38°36'18"W
L126	147.85'	N63°09'32"E
L127	14.93'	S75°07'39"E
L128	147.92'	S38°36'18"W
L129	103.84'	S51°23'42"E
L130	137.74'	S30°43'39"W
L131	78.47'	S51°23'42"E
L132	141.98'	S24°09'56"W
L134	76.31'	S65°50'04"E
L135	141.20'	S24°09'56"W
L136	100.00'	S65°50'04"E
L137	137.74'	S24°09'56"W
L138	98.38'	S65°50'04"E
L139	124.88'	S24°09'56"W
L140	14.14'	S69°09'56"W
L141	95.46'	N65°50'04"W
L142	132.89'	N24°09'56"E
L144	63.38'	S67°59'30"E
L145	53.19'	N65°50'04"W
L146	24.92'	N51°23'42"W
L147	132.65'	N38°36'18"E
L148	109.03'	N51°23'42"W
L149	126.41'	N38°36'18"E
L150	76.90'	N51°23'42"W

LINE TABLE		
LINE #	LENGTH	DIRECTION
L151	13.06'	N13°55'49"E
L152	11.59'	N63°09'32"E
L153	55.99'	N49°59'56"E
L154	148.54'	S37°08'08"W
L156	56.03'	N65°50'04"W
L157	14.14'	N20°50'04"W
L158	126.76'	N24°09'56"E
L159	127.52'	S67°59'30"E
L160	89.39'	S10°20'00"W
L161	169.39'	S74°30'46"W
L163	29.83'	S67°59'30"E
L164	114.30'	S69°20'00"E
L165	159.50'	S10°20'00"W
L166	140.00'	N79°40'00"W
L167	31.28'	N10°20'00"E
L169	101.12'	S10°20'00"W
L170	140.00'	N79°40'00"W
L171	101.12'	N10°20'00"E
L172	101.12'	S10°20'00"W
L173	140.00'	N79°40'00"W
L174	101.12'	N10°20'00"E
L175	101.12'	S10°20'00"W
L176	140.00'	N79°40'00"W
L177	101.12'	N10°20'00"E
L178	101.12'	S10°20'00"W
L179	140.00'	N79°40'00"W
L180	101.12'	N10°20'00"E
L181	101.12'	S10°20'00"W
L182	140.00'	N79°40'00"W
L183	101.12'	N10°20'00"E
L184	101.12'	S10°20'00"W
L185	140.00'	N79°40'00"W
L186	101.12'	N10°20'00"E
L187	101.12'	S10°20'00"W
L188	140.00'	N79°40'00"W
L189	101.12'	N10°20'00"E
L190	101.12'	S10°20'00"W
L191	140.00'	N79°40'00"W
L192	101.12'	N10°20'00"E
L193	106.25'	S10°20'00"W
L194	68.25'	N79°35'10"W
L196	15.05'	N50°24'01"W
L197	19.94'	N09°13'36"W
L199	25.28'	N10°20'00"E
L200	93.00'	S10°20'00"W
L201	140.00'	N79°40'00"W
L202	127.26'	N10°20'00"E
L203	107.59'	S68°45'46"E
L205	14.55'	S32°59'03"E
L206	106.11'	S10°20'00"W
L207	140.00'	N79°40'00"W
L208	33.53'	N10°20'00"E
L209	72.59'	N10°20'00"E
L210	96.47'	S10°20'00"W
L211	14.14'	S55°20'00"W
L212	130.00'	N79°40'00"W
L213	106.47'	N10°20'00"E
L214	100.00'	N79°40'00"W
L215	140.00'	N10°20'00"E
L216	100.00'	S79°40'00"W
L217	100.00'	N79°40'00"W
L218	140.00'	N10°20'00"E
L219	100.00'	S79°40'00"W
L220	100.00'	N79°40'00"W
L221	140.00'	N10°20'00"E

LINE TABLE		
LINE #	LENGTH	DIRECTION
L222	100.00'	S79°40'00"E
L223	100.00'	N79°40'00"W
L224	140.00'	N10°20'00"E
L225	100.00'	S79°40'00"E
L226	100.00'	N79°40'00"W
L227	140.00'	N10°20'00"E
L228	100.00'	S79°40'00"E
L229	9.13'	N79°40'00"W
L231	42.18'	N82°18'39"W
L232	140.00'	N07°41'21"E
L233	69.07'	S82°18'39"E
L234	36.01'	S79°40'00"E
L235	100.00'	N82°18'39"W
L236	140.00'	N07°41'21"E
L237	100.00'	S82°18'39"E
L238	100.00'	N82°18'39"W
L239	140.00'	N07°41'21"E
L240	100.00'	S82°18'39"E
L241	100.00'	N82°18'39"W
L242	140.00'	N07°41'21"E
L243	100.00'	S82°18'39"E
L244	100.00'	N82°18'39"W
L245	140.00'	N07°41'21"E
L246	100.00'	S82°18'39"E
L247	100.00'	N82°18'39"W
L248	140.00'	N07°41'21"E
L249	100.00'	S82°18'39"E
L250	9.05'	N82°18'39"W
L252	151.48'	N03°45'48"W
L253	123.52'	S82°18'39"E
L255	140.06'	N16°21'21"W
L256	105.77'	N70°06'29"E
L257	22.03'	S82°18'39"E
L259	140.09'	N28°56'53"W
L260	33.95'	N60°01'51"E
L261	90.37'	N70°06'29"E
L263	91.89'	S60°01'51"W
L264	140.00'	N29°58'09"W
L265	101.96'	N60°01'51"E
L266	100.00'	S60°01'51"W
L267	140.00'	N29°58'09"W
L268	100.00'	N60°01'51"E
L269	100.00'	S60°01'51"W
L270	140.00'	N29°58'09"W
L271	100.00'	N60°01'51"E
L272	100.00'	S60°01'51"W
L273	140.00'	N29°58'09"W
L274	100.00'	N60°01'51"E
L275	100.00'	S60°01'51"W
L276	140.00'	N29°58'09"W
L277	100.00'	N60°01'51"E
L278	100.00'	S60°01'51"W
L279	140.00'	N29°58'09"W
L280	100.00'	N60°01'51"E
L281	100.00'	S60°01'51"W
L282	140.00'	N29°58'09"W
L283	13.62'	N60°01'51"E
L284	86.38'	N60°01'51"E
L285	100.00'	S60°01'51"W
L286	140.00'	N29°58'09"W
L287	100.00'	N60°01'51"E
L288	140.00'	S29°58'09"E
L289	100.00'	S60°01'51"W
L290	140.00'	N29°58'09"W
L291	100.00'	N60°01'51"E

LINE TABLE		
LINE #	LENGTH	DIRECTION
L292	140.00'	S29°58'09"E
L293	100.00'	S60°01'51"W
L294	100.00'	N60°01'51"E
L295	140.00'	S29°58'09"E
L296	100.00'	S60°01'51"W
L297	100.00'	N60°01'51"E
L298	140.00'	S29°58'09"E
L299	100.00'	S60°01'51"W
L300	100.00'	N60°01'51"E
L301	140.00'	S29°58'09"E
L302	100.00'	S60°01'51"W
L303	100.00'	N60°01'51"E
L304	140.00'	S29°58'09"E
L305	100.00'	S60°01'51"W
L306	100.00'	N60°01'51"E
L307	140.00'	S29°58'09"E
L308	100.00'	S60°01'51"W
L309	100.00'	N60°01'51"E
L310	100.00'	S60°01'51"W
L311	100.00'	N60°01'51"E
L312	0.00'	S29°58'09"E
L313	140.00'	S29°58'09"E
L314	140.00'	S10°08'47"E
L315	81.30'	S69°53'36"W
L316	140.00'	S07°41'21"W
L317	83.34'	S89°54'00"W
L319	10.59'	S82°18'39"E
L320	140.00'	S07°41'21"W
L321	100.00'	N82°18'39"W
L322	100.00'	S82°18'39"E
L323	85.44'	N82°18'39"W
L324	100.00'	S82°18'39"E
L325	140.00'	S07°41'21"W
L326	14.56'	N82°18'39"W
L327	140.00'	S07°41'21"W
L328	100.00'	N82°18'39"W
L329	100.00'	S82°18'39"E
L331	36.56'	S61°07'58"W
L332	76.77'	N28°52'02"W
L333	135.86'	S82°18'39"E
L334	14.14'	S37°18'39"E
L335	29.32'	S07°41'21"W
L336	140.00'	S10°20'00"W
L338	89.43'	N79°40'00"W
L339	140.00'	N10°20'00"E
L340	100.00'	S79°40'00"E
L341	140.00'	S10°20'00"W
L342	100.00'	N79°40'00"W
L343	100.00'	S79°40'00"E
L344	96.04'	S10°20'00"W
L346	97.30'	N79°40'00"W
L347	90.63'	S79°40'00"E
L348	14.14'	S34°40'00"E
L349	145.00'	S44°32'48"E
L350	100.00'	S45°27'12"W
L351	145.00'	N44°32'48"W
L352	100.00'	N45°27'12"E
L353	145.00'	S44°32'48"E
L354	100.00'	S45°27'12"W
L355	100.00'	N45°27'12"E
L356	145.00'	S44°32'48"E
L357	100.00'	S45°27'12"W
L358	100.00'	N45°27'12"E
L359	100.00'	S45°27'12"W
L360	100.00'	N45°27'12"E

LINE TABLE		
LINE #	LENGTH	DIRECTION
L361	145.00'	S44°32'48"E
L362	145.00'	S44°32'48"E
L363	100.00'	S45°27'12"W

LINE #	LENGTH	DIRECTION
L578	2.31'	N45°27'12"E
L579	97.69'	N45°27'12"E
L580	100.00'	S45°27'12"W
L581	140.00'	N44°32'48"W
L582	2.31'	N45°27'12"E
L583	97.69'	N45°27'12"E
L584	100.00'	S45°27'12"W
L585	140.00'	N44°32'48"W
L586	2.31'	N45°27'12"E
L587	97.69'	N45°27'12"E
L588	100.00'	S45°27'12"W
L589	140.00'	N44°32'48"W
L590	2.31'	N45°27'12"E
L591	97.69'	N45°27'12"E
L592	100.00'	S45°27'12"W
L593	140.00'	N44°32'48"W
L594	2.31'	N45°27'12"E
L595	97.69'	N45°27'12"E
L596	100.00'	S45°27'12"W
L597	140.00'	N44°32'48"W
L598	2.31'	N45°27'12"E
L599	97.69'	N45°27'12"E
L600	100.05'	S45°27'12"W
L601	140.00'	N44°31'37"W
L602	2.31'	N45°27'12"E
L603	97.69'	N45°27'12"E
L604	99.95'	S45°27'12"W
L605	140.00'	N44°32'48"W
L606	2.31'	N45°27'12"E
L607	97.69'	N45°27'12"E
L608	153.45'	S45°27'12"W
L609	13.12'	N85°33'12"W
L611	116.25'	N28°48'38"W
L612	126.43'	N45°27'12"E
L613	143.58'	N28°48'38"W
L614	14.37'	N15°15'35"E
L616	28.29'	N45°27'12"E
L617	140.00'	S44°32'48"E
L618	140.00'	S44°32'48"E
L619	100.00'	N45°27'12"E
L620	140.00'	S44°32'48"E
L621	100.00'	N45°27'12"E
L622	100.00'	N45°27'12"E
L623	140.00'	S44°32'48"E
L624	140.00'	S44°32'48"E
L625	100.00'	N45°27'12"E
L626	140.00'	S44°32'48"E
L627	100.00'	N45°27'12"E
L628	140.00'	S44°32'48"E
L629	100.00'	N45°27'12"E
L630	140.00'	S44°32'48"E
L631	100.00'	N45°27'12"E
L632	100.00'	N45°27'12"E
L633	140.00'	S44°32'48"E
L634	140.00'	S35°22'00"E
L635	33.44'	N45°27'12"E
L636	140.00'	S28°52'02"E
L638	52.92'	N61°07'58"E
L639	140.00'	S28°52'02"E
L640	100.00'	N61°07'58"E
L641	140.00'	S28°52'02"E
L642	100.00'	N61°07'58"E
L643	100.00'	N61°07'58"E
L644	155.94'	S28°52'02"E
L645	100.00'	S60°42'47"W

LINE #	LENGTH	DIRECTION
L646	161.16'	N28°52'02"W
L647	60.62'	N61°07'58"E
L648	100.00'	S60°42'47"W
L649	161.89'	N28°52'02"W
L650	100.00'	N61°07'58"E
L651	100.00'	S60°42'47"W
L652	162.62'	N28°52'02"W
L653	100.00'	N61°07'58"E
L654	100.00'	S60°42'47"W
L655	163.35'	N28°52'02"W
L656	100.00'	N61°07'58"E
L657	100.00'	S60°42'47"W
L658	164.09'	N28°52'02"W
L659	100.00'	N61°07'58"E
L660	100.00'	S60°42'47"W
L661	164.82'	N28°52'02"W
L662	100.00'	N61°07'58"E
L663	100.00'	S60°42'47"W
L664	165.55'	N28°52'02"W
L665	100.00'	N61°07'58"E
L666	100.00'	S60°42'47"W
L667	166.28'	N28°52'02"W
L668	100.00'	N61°07'58"E
L669	100.00'	S60°42'47"W
L670	167.02'	N28°52'02"W
L671	100.00'	N61°07'58"E
L672	24.67'	S60°42'47"W
L673	50.73'	S61°08'07"W
L674	166.97'	N42°13'49"W
L676	73.51'	N61°07'58"E
L677	99.79'	S61°08'07"W
L678	140.00'	N44°32'48"W
L679	95.79'	N45°27'12"E
L680	100.00'	S45°27'12"W
L681	140.00'	N44°32'48"W
L682	100.00'	N45°27'12"E
L683	140.00'	S44°32'48"E
L684	100.00'	S45°27'12"W
L685	140.00'	N44°32'48"W
L686	100.00'	N45°27'12"E
L687	100.00'	S45°27'12"W
L688	140.00'	N44°32'48"W
L689	100.00'	N45°27'12"E
L690	100.00'	S45°27'12"W
L691	140.00'	N44°32'48"W
L692	100.00'	N45°27'12"E
L693	100.00'	S45°27'12"W
L694	140.00'	N44°32'48"W
L695	100.00'	N45°27'12"E
L696	100.00'	S45°27'12"W
L697	140.00'	N44°32'48"W
L698	100.00'	N45°27'12"E
L699	100.00'	S45°27'12"W
L700	140.00'	N44°32'48"W
L701	100.00'	N45°27'12"E
L702	100.00'	S45°27'12"W
L703	140.00'	N44°32'48"W
L704	100.00'	N45°27'12"E
L705	100.00'	S45°27'12"W
L706	140.00'	N44°32'48"W
L707	100.00'	N45°27'12"E
L708	101.76'	S29°58'09"E
L709	140.00'	S60°01'51"W
L710	91.76'	N29°58'09"W
L711	14.14'	N15°01'51"E

LINE #	LENGTH	DIRECTION
L712	130.00'	N60°01'51"E
L713	100.00'	S29°58'09"E
L714	139.97'	S60°01'51"W
L716	94.59'	N29°58'09"W
L717	72.28'	N35°45'27"W
L719	11.52'	S29°58'09"E
L720	89.22'	S35°45'27"E
L721	140.00'	S54°14'33"W
L722	100.00'	S35°45'27"E
L723	140.00'	S54°14'33"W
L724	100.00'	N35°45'27"W
L725	147.64'	S35°45'27"E
L727	114.63'	N33°30'21"W
L728	14.14'	N80°45'27"W
L729	138.32'	N35°45'27"W
L730	140.00'	N54°14'33"E
L731	100.00'	N35°45'27"W
L732	68.46'	S35°45'27"E
L733	45.68'	S45°27'12"W
L734	76.13'	N56°41'35"W
L735	140.00'	N33°18'25"W
L736	40.21'	N56°41'35"E
L738	9.77'	N45°27'12"E
L739	100.00'	S56°41'35"W
L740	140.00'	N33°18'25"W
L741	100.00'	N56°41'35"E
L742	100.00'	S56°41'35"W
L743	140.00'	N33°18'25"W
L744	100.00'	N56°41'35"E
L745	100.00'	S56°41'35"W
L746	140.00'	N33°18'25"W
L747	100.00'	N56°41'35"E
L748	100.00'	S56°41'35"W
L749	140.00'	N33°18'25"W
L750	100.00'	N56°41'35"E
L751	102.26'	S56°41'35"W
L752	140.08'	N32°07'49"W
L754	94.76'	N56°41'35"E
L755	63.38'	S56°41'35"W
L756	78.30'	N78°40'21"W
L757	140.00'	N11°19'39"W
L758	7.42'	N78°40'21"E
L759	100.00'	S78°40'21"W
L760	140.00'	N11°19'39"W
L761	100.00'	N78°40'21"E
L762	100.00'	S78°40'21"W
L763	140.00'	N11°19'39"W
L764	100.00'	N78°40'21"E
L765	100.00'	S78°40'21"W
L766	140.00'	N11°19'39"W
L767	100.00'	N78°40'21"E
L768	100.00'	S78°40'21"W
L769	140.00'	N11°19'39"W
L770	100.00'	N78°40'21"E
L771	127.73'	S78°40'21"W
L772	150.50'	N02°15'11"E
L774	39.56'	N78°40'21"E
L775	58.73'	S78°40'21"W
L776	96.92'	N57°28'49"W
L777	143.41'	N24°43'19"E
L778	115.28'	N57°28'49"W
L779	140.00'	N32°31'11"E
L780	65.30'	S57°28'49"E
L781	100.00'	N57°28'49"W
L782	140.00'	N32°31'11"E

LINE #	LENGTH	DIRECTION
L783	100.00'	S57°28'49"E
L784	100.00'	N57°28'49"W
L785	140.00'	N32°31'11"E
L786	100.00'	S57°28'49"E
L787	94.66'	N57°28'49"W
L788	43.24'	N33°30'21"W
L789	141.60'	N51°07'58"E
L791	17.16'	S57°28'49"E
L792	100.00'	S33°30'21"E
L793	140.00'	S56°29'39"W
L794	100.00'	N33°30'21"W
L795	140.00'	N56°29'39"W
L796	63.15'	S13°56'30"W
L797	116.27'	N33°30'21"W
L798	143.84'	N64°46'27"E
L800	100.93'	N33°30'21"W
L801	56.15'	N12°15'27"E
L802	152.90'	N87°14'35"E
L804	131.08'	N12°15'27"E
L805	140.00'	S77°44'33"E
L806	33.18'	S12°15'27"W
L807	100.00'	S12°15'27"W
L808	100.00'	N12°15'27"E
L809	140.00'	S77°44'33"E
L810	100.00'	S12°15'27"W
L811	100.00'	N12°15'27"E
L812	140.00'	S77°44'33"E
L813	22.08'	S27°08'31"W
L815	19.96'	S12°15'27"W
L816	67.41'	N12°15'27"E
L817	61.68'	N27°08'31"E
L818	140.00'	S62°51'29"E
L819	100.00'	S27°08'31"W
L820	100.00'	N27°08'31"E
L821	140.00'	S62°51'29"E
L822	100.00'	S27°08'31"W
L823	100.00'	N27°08'31"E
L824	140.00'	S62°51'29"E
L825	140.00'	S62°51'29"E
L826	100.00'	S27°08'31"W
L827	100.00'	N27°08'31"E
L828	100.00'	S27°08'31"W
L829	140.00'	N62°51'29"W
L830	100.00'	N27°08'31"E
L831	140.00'	S62°51'29"E
L833	77.79'	S27°08'31"W
L834	81.82'	N27°08'31"E
L835	34.29'	N32°46'38"E
L836	140.00'	S54°31'50"E
L837	13.63'	S54°50'19"W
L839	122.80'	N45°09'14"E
L840	13.63'	N54°50'19"E
L841	140.00'	S35°09'41"E
L842	100.00'	S54°50'19"W
L843	100.00'	N54°50'19"E
L844	140.00'	S35°09'41"E
L845	100.00'	S54°50'19"W
L846	100.00'	N54°50'19"E
L847	140.00'	S35°09'41"E
L848	140.00'	S29°58'09"E
L849	26.72'	S60°01'51"W
L851	23.05'	S54°50'19"W
L852	53.20'	N54°50'19"E
L853	56.87'	N60°01'51"E
L854	140.00'	S29°58'09"E

LINE #	LENGTH	DIRECTION
L855	100.00'	S60°01'51"W
L856	100.00'	N60°01'51"E
L857	100.00'	S60°01'51"W
L858	100.00'	N60°01'51"E
L859	140.00'	S29°58'09"E
L860	100.00'	S60°01'51"W
L861	100.00'	N60°01'51"E
L862	140.00'	S29°58'09"E
L863	140.00'	S29°58'09"E
L864	100.00'	S60°01'51"W
L865	100.00'	N60°01'51"E
L866	150.99'	S28°48'34"E
L867	14.69'	S13°56'30"W
L868	119.79'	S56°41'35"W
L869	161.41'	N33°18'25"W
L870	22.19'	N54°49'51"E
L871	120.25'	N57°28'20"E
L872	100.00'	S56°41'35"W
L873	158.16'	N33°18'25"W
L874	22.24'	N54°49'51"E
L875	77.81'	N54°49'51"E
L876	100.00'	S56°41'35"W
L877	154.91'	N33°18'25"W
L878	22.29'	N54°49'51"E
L879	77.76'	N54°49'51"E
L880	100.00'	S56°41'35"W
L881	151.66'	N33°18'25"W
L882	22.34'	N54°49'51"E
L883	77.71'	N54°49'51"E
L884	100.00'	S56°41'35"W
L885	158.86'	N33°18'25"W
L886	85.32'	N61°51'58"E
L887	100.00'	N54°49'51"E
L888	11.98'	S56°41'35"W
L890	47.74'	S78°40'21"W
L891	157.45'	N11°19'39"W
L892	58.86'	N73°37'43"E
L893	6.54'	N61°51'58"E
L894	100.00'	S78°40'21"W
L895	156.65'	N11°19'39"W
L896	39.14'	N78°21'21"E
L897	57.92'	N78°21'21"E
L898	2.95'	N73°37'43"E
L899	100.00'	S78°40'21"W
L900	156.27'	N11°19'39"W
L901	39.14'	N78°36'10"E
L902	60.86'	N78°21'21"E
L903	100.00'	S78°40'21"W
L904	160.77'	N11°19'39"W
L905	33.54'	N86°31'25"E
L906	66.77'	N78°36'10"E
L907	99.23'	S78°40'21"W
L909	187.60'	N10°54'29"W
L910	66.89'	S82°14'31"E
L911	36.27'	N86°31'25"E
L914	179.29'	N32°31'11"E
L915	2.64'	S71°03'32"E
L916	10.12'	S82°14'31"E

Parcel Table		
Parcel #	Area SF	Area AC
1	16004.68	0.37
2	17515.15	0.40
3	16625.39	0.38
4	15898.34	0.36
5	15339.18	0.35
6	14780.02	0.34
7	25098.77	0.58
8	27012.26	0.62
9	21641.68	0.50
10	14173.44	0.33
11	15401.20	0.35
12	14000.00	0.32
13	14058.03	0.32
14	14393.07	0.33
15	14000.00	0.32
16	14054.05	0.32
17	15910.28	0.37
18	14856.10	0.34
19	14856.10	0.34
20	14000.00	0.32
21	14000.00	0.32
22	14000.00	0.32
23	14000.00	0.32
24	14000.00	0.32
25	14264.00	0.33
26	14000.00	0.32
27	14000.00	0.32
28	14000.00	0.32
29	14000.00	0.32
30	14000.00	0.32
31	15551.12	0.36
32	16199.20	0.37
33	15226.85	0.35
34	14100.09	0.32
35	14000.00	0.32
36	14000.00	0.32
37	14000.00	0.32
38	14000.00	0.32
39	14000.00	0.32
40	14000.00	0.32
41	14000.00	0.32
42	14000.00	0.32
43	14000.00	0.32
44	14000.00	0.32
45	14000.00	0.32
46	14530.74	0.33
47	14000.00	0.32
48	14000.00	0.32
49	15442.73	0.35
50	14823.07	0.34
51	14000.00	0.32
52	14000.00	0.32
53	14000.00	0.32
54	14000.00	0.32
55	15529.25	0.36
56	14000.00	0.32
57	14000.00	0.32
58	15878.32	0.36
59	18739.09	0.43
60	14876.88	0.34

Parcel Table		
Parcel #	Area SF	Area AC
61	14000.00	0.32
62	16214.87	0.37
63	14000.00	0.32
64	14000.00	0.32
65	14818.53	0.34
66	18479.98	0.42
67	15629.80	0.36
68	14000.00	0.32
69	14000.00	0.32
70	14000.00	0.32
71	14000.00	0.32
72	16351.09	0.38
73	14115.20	0.32
74	14000.00	0.32
75	14000.00	0.32
76	14000.00	0.32
77	14000.00	0.32
78	15140.64	0.35
79	14000.00	0.32
80	14000.00	0.32
81	14000.00	0.32
82	14000.00	0.32
83	14000.00	0.32
84	14000.00	0.32
85	14000.00	0.32
86	14000.00	0.32
87	14000.00	0.32
88	15310.13	0.35
89	15858.46	0.36
90	16664.97	0.38
91	15591.74	0.36
92	16518.50	0.38
93	16445.26	0.38
94	16372.02	0.37
95	16298.79	0.37
96	16225.55	0.37
97	16152.31	0.37
98	16020.46	0.37
99	21920.25	0.50
100	15978.49	0.37
101	15653.33	0.36
102	15328.17	0.35
103	15447.26	0.35
104	15369.64	0.35
105	15693.48	0.36
106	15641.13	0.36
107	15697.74	0.36
108	17160.90	0.39
109	16829.80	0.39
110	16075.84	0.37
111	16154.98	0.37
112	17595.49	0.40
113	17416.06	0.40
114	16463.09	0.38
115	16297.06	0.37
116	15306.06	0.35
117	15353.99	0.35
118	15399.65	0.35
119	15108.85	0.35
120	14834.67	0.34

Parcel Table		
Parcel #	Area SF	Area AC
121	14784.26	0.34
122	15577.30	0.36
123	16282.47	0.37
124	16713.08	0.38
125	17006.48	0.39
126	15888.82	0.36
127	15262.32	0.35
128	15000.00	0.34
129	15000.00	0.34
130	15000.00	0.34
131	17445.03	0.40
132	15734.76	0.36
133	15000.00	0.34
134	15000.00	0.34
135	15000.00	0.34
136	16964.10	0.39
137	17470.06	0.40
138	17470.71	0.40
139	17424.65	0.40
140	16888.88	0.39
141	17469.44	0.40
142	15311.69	0.35
143	15000.00	0.34
144	16061.25	0.37
145	16484.61	0.38
146	15000.00	0.34
147	15000.00	0.34
148	15000.00	0.34
149	19457.49	0.45
150	15057.28	0.35
151	17271.96	0.40
152	14000.00	0.32
153	14000.00	0.32
154	14000.00	0.32
155	15218.07	0.35
156	14029.38	0.32
157	14000.00	0.32
158	15936.31	0.37
159	16147.57	0.37
160	16122.46	0.37
161	14000.00	0.32
162	14000.00	0.32
163	14000.00	0.32
164	15595.87	0.36
165	14000.00	0.32
166	14000.00	0.32
167	14000.00	0.32
168	14000.00	0.32
169	14500.00	0.33
170	20710.97	0.48
171	14000.00	0.32
172	14000.00	0.32
173	15084.89	0.35
174	13999.94	0.32
175	14196.09	0.33
176	14000.00	0.32
177	14000.00	0.32
178	14000.00	0.32
179	14000.00	0.32
180	14000.00	0.32

Parcel Table		
Parcel #	Area SF	Area AC
181	14000.00	0.32
182	14000.00	0.32
183	14000.00	0.32
184	15021.62	0.34
185	14972.47	0.34
186	14000.00	0.32
187	14000.00	0.32
188	14000.00	0.32
189	23103.53	0.53
190	23273.65	0.53
191	14500.00	0.33
192	14611.71	0.34
193	15059.00	0.35
194	15059.00	0.35
195	14693.22	0.34
196	14500.00	0.33
197	14500.00	0.33
198	14500.00	0.33
199	14500.00	0.33
200	14500.00	0.33
201	16433.83	0.38
202	16541.73	0.38
203	15100.00	0.35
204	14000.00	0.32
205	14000.00	0.32
206	14000.00	0.32
207	14000.00	0.32
208	14000.00	0.32
209	14000.00	0.32
210	14188.64	0.33
211	14004.88	0.32
212	14133.44	0.32
213	14000.00	0.32
214	14000.00	0.32
215	14000.00	0.32
216	15639.54	0.36
217	18989.26	0.44
218	14000.00	0.32
219	14000.00	0.32
220	14000.00	0.32
221	19497.62	0.45
222	14000.00	0.32
223	14000.00	0.32
224	14000.00	0.32
225	14000.00	0.32
226	14000.00	0.32
227	14280.66	0.33
228	15350.80	0.35
229	14316.60	0.33
230	14000.00	0.32
231	14000.00	0.32
232	14000.00	0.32
233	14000.00	0.32
234	14000.00	0.32
235	14000.00	0.32
236	14000.00	0.32
237	16746.63	0.38
238	15374.01	0.35
239	14000.00	0.32
240	14000.00	0.32

Parcel Table		
Parcel #	Area SF	Area AC
241	14000.00	0.32
242	14000.00	0.32
243	14000.00	0.32
244	14000.00	0.32
245	14000.00	0.32
246	14000.00	0.32
247	14438.74	0.33
248	14317.62	0.33
249	14000.00	0.32
250	14000.00	0.32
251	14000.00	0.32
252	14000.00	0.32
253	14000.00	0.32
254	14000.00	0.32
255	14740.84	0.34
256	19163.42	0.44
257	17260.04	0.40
258	14000.00	0.32
259	16397.08	0.38
260	16470.59	0.38
261	16433.83	0.38
262	14000.00	0.32
263	14000.00	0.32
264	14000.00	0.32
265	14000.00	0.32
266	14000.00	0.32
267	14000.00	0.32
268	14000.00	0.32
269	14000.00	0.32
270	14121.47	0.32
271	15411.02	0.35
272	14000.00	0.32
273	14000.00	0.32
274	14000.00	0.32
275	14000.00	0.32
276	14000.00	0.32
277	14000.00	0.32
278	14003.39	0.32
279	13996.61	0.32
280	20388.87	0.47
281	14415.10	0.33
282	14157.17	0.33
283	14157.17	0.33
284	14157.17	0.33
285	14157.17	0.33
286	14157.17	0.33
287	14157.17	0.33
288	14157.17	0.33
289	14157.17	0.33
290	17848.20	0.41
291	25637.96	0.59
292	15406.34	0.35
293	14000.29	0.32
294	14164.68	0.33
295	14000.00	0.32
296	14280.81	0.33
297	14000.00	0.32
298	14000.00	0.32
299	14000.50	0.32
300	14494.91	0.33

Parcel Table		
Parcel #	Area SF	Area AC
301	20062.98	0.46
302	15455.63	0.35
303	17034.17	0.39
304	15418.68	0.35
305	14203.13	0.33
306	13999.99	0.32
307	14000.00	0.32
308	14160.30	0.33
309	14000.00	0.32
310	14000.00	0.32

CURVE TABLE					
CURVE #	LENGTH	RADIUS	CHORD BEARING	CHORD LENGTH	
C1	36.55'	883.51'	S40°34'07"E	36.55'	
C2	40.20'	175.00'	S56°34'44"W	40.11'	
C12	93.29'	55.00'	S04°52'50"E	82.50'	
C19	90.79'	53.53'	N79°38'59"E	80.29'	
C20	20.07'	60.24'	N22°18'21"E	19.98'	
C21	22.44'	24.30'	N37°30'00"E	21.65'	
C22	46.59'	225.00'	S39°56'48"E	46.51'	
C27	4.67'	225.00'	S46°28'25"E	4.67'	
C28	34.92'	225.00'	S51°30'50"E	34.88'	
C34	4.35'	225.00'	S56°30'48"E	4.35'	
C35	37.76'	175.00'	N62°34'53"W	37.69'	
C36	1.34'	175.00'	N56°10'47"W	1.34'	
C41	30.79'	175.00'	N50°55'09"W	30.75'	
C42	29.96'	175.00'	N40°58'25"W	29.93'	
C43	65.61'	225.00'	S43°02'28"E	65.38'	
C4					



**To:** Mayor and Council

**From:** Les Russell, Director of Human Resources

**Department:** City Wide

**Date:** 10/05/2021 for Finance & HR Committee

**Description:** 1<sup>st</sup> Reading – GMEBS Restated Defined Benefit Retirement and Plan Ordinance

**Budget Account/Project Name:** Georgia Municipal Employees Benefit System (GMEBS)

**Funding Source:** 2022 operating budgets: city-wide

<b>Budget Allocation:</b>	\$45,000 100-3500-512400-Fire	<b>Estimate of:</b> Employer
<b>Budget Available:</b>	\$58,170 100-3200-5124000-Police	
<b>Requested Expense:</b>	To Be Determined	
	\$103,170	<b>Company of Purchase:</b> GMEBS

**Recommendation:**

Staff recommends that the City Council APPROVE the GMEBS ordinance to amend and restate the public safety service and vesting requirements and the change to prior service credit buy-back.

**Background:**

The City of Monroe has provided a great benefit for all employees with the pension plan available through GMEBS. The plan as written today provides retirement benefits after 55 years of age and 25 years of service. The challenge in today’s environment is that while this continues to provide a solid benefit, the added stress of public safety positions has made this goal hard to reach. To encourage length of service and as an enhancement for recruiting public safety personnel, the city should adopt an ordinance that allows public safety personnel the ability to earn retirement benefits with 20 years of service and eligibility at age 50.

The new benefit will take effect for all public safety personnel on January 1, 2022 but will not have a financial impact of the cost or valuation until 2023. At that time the increase in cost to the city, since this is an employer paid benefit, will be an estimated \$103,170.00 annually.



An additional change to the plan that is being requested is providing an expanded opportunity to purchase credit for service performed prior to employment with the City of Monroe. This change will enhance this benefit as a recruiting and retention tool.

Currently any employee who has served in the military or in another government agency is allowed to purchase credit equal to that prior service. This is allowed after the 5-year vesting plateau with the city and must be complete within 5 years of that date. The request is to remove this time barrier and allow service credit purchase to be at anytime after vesting in the plan, during the open enrollment period in November of each year.

This is not an additional expense to the city as the employee pays for the study and is responsible for the cost of the service credit purchase. It only facilitates the ability to execute the process when it is financially feasible for the employee.



**AN ORDINANCE TO AMEND THE GEORGIA MUNICIPAL EMPLOYEES BENEFIT SYSTEM PLAN REGARDING THE RETIREMENT PLAN FOR THE EMPLOYEES OF THE CITY OF MONROE**

**THE MAYOR AND COUNCIL OF THE CITY OF MONROE HEREBY ORDAIN AS FOLLOWS:**

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

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

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

**SEE EXHIBIT "A"** Attached hereto and incorporated herein by reference for the complete Adoption Agreement, any Addendum to the Adoption Agreement, the Georgia Municipal Employees Benefit System (GMEBS) Master Plan Document, and the GMEBS Trust Agreement.

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

**Section 3.** The effective date of this Ordinance shall be January 1, 2022.

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

**FIRST READING.** This 12<sup>th</sup> day of October 2021.

**SECOND READING AND ADOPTED** on this 9<sup>th</sup> day of November 2021.

**CITY OF MONROE, GEORGIA**

(SEAL)

By: \_\_\_\_\_  
John S. Howard, Mayor

Attest: \_\_\_\_\_  
Debbie Kirk, City Clerk

**GEORGIA MUNICIPAL EMPLOYEES**  
**BENEFIT SYSTEM**

**DEFINED BENEFIT RETIREMENT PLAN**

**AN ORDINANCE**  
**and**  
**ADOPTION AGREEMENT**  
**for**  
**City of Monroe**

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

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## **I. AN ORDINANCE**

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

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

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

**Ordinance continued on page 37**

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

**1. ADMINISTRATOR**

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

**2. ADOPTING EMPLOYER**

Name: **City of Monroe, Georgia**

**3. GOVERNING AUTHORITY**

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

**4. PLAN REPRESENTATIVE**

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

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

### 5. PENSION COMMITTEE

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

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

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

### 6. TYPE OF ADOPTION

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

- This is a new defined benefit plan adopted by the Adopting Employer for its Employees. This plan does not replace or restate an existing defined benefit plan.
- This is an amendment and restatement of the Adopting Employer's preexisting non-GMEBS defined benefit plan.
- This is an amendment and restatement of the Adoption Agreement previously adopted by the Employer, as follows (**check one or more as applicable**):
  - To update the Plan to comply with PPA, HEART, WRERA, and other applicable federal laws and guidance.
  - To make the following amendments to the Adoption Agreement (**must specify below revisions made in this Adoption Agreement; all provisions must be completed in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i): This is an amendment to establish an Alternative Normal Retirement qualification for Public Safety Employees who are at least age 50 and have at least 20 years of Total Credited Service (see Adoption Agreement, p. 20). This is also an amendment to eliminate the requirement that Participants wishing to purchase Credited Service under the Plan apply for said purchase within five (5) years of becoming Vested and establishes an annual two-month window of November 1 – December 31 for service credit purchase applications, provided that Participants purchasing less than all eligible service credit must purchase service credit in whole-year increments (see Service Credit Purchase Addendum, Paragraphs 4 and 8).**



### 7. EFFECTIVE DATE

NOTE: This Adoption Agreement and any Addendum, with the accompanying Master Plan Document, is designed to comply with Internal Revenue Code Section 401(a), as applicable to a governmental qualified defined benefit plan, and is part of the GMEBS Defined Benefit Retirement Plan. Plan provisions designed to comply with certain provisions of the Pension Protection Act of 2006 ("PPA"); the Heroes Earnings Assistance and Relief Tax Act of 2008 ("HEART"); and the Worker, Retiree, and Employer Recovery Act of 2008 ("WRERA"); and Plan provisions designed to comply with certain provisions of additional changes in federal law and guidance from the Internal Revenue Service under Internal Revenue Service Notice 2012-76 (the 2012 Cumulative List) are effective as of the applicable effective dates set forth in the Adoption Agreement and Master Plan Document. By adopting this Adoption Agreement, with its accompanying Master Plan Document, the Adopting Employer is adopting a plan document intended to comply with Internal Revenue Code Section 401(a), as updated by PPA, HEART, WRERA, and the 2012 Cumulative List with the applicable effective dates.

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

The effective date of this Plan is \_\_\_\_\_.  
(insert effective date of this Adoption Agreement not earlier than January 1, 2013).

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

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

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

Except as otherwise specifically provided in the Master Document or in this Adoption Agreement, the effective date of this restatement shall be January 1, 2022 (insert effective date of this Adoption Agreement not earlier than January 1, 2013).

This Plan is adopted as an amendment and restatement of the Employer's preexisting GMEBS Adoption Agreement, which became effective on January 14, 2020 (insert effective date of most recent Adoption Agreement preceding this Adoption Agreement).

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

### 8. PLAN YEAR

Plan Year means (check one):

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

### 9. CLASSES OF ELIGIBLE EMPLOYEES

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

#### A. Eligible Regular Employees

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

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

#### B. Elected or Appointed Members of the Governing Authority

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

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

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

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

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

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

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

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

**10. ELIGIBILITY CONDITIONS**

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

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

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

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

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

Minimum hour requirement applicable to excepted Regular Employees:

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

- Other: \_\_\_\_\_ (must not exceed 40 hours/week regularly scheduled)

**B. Months Per Year (Regular Employees)**

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

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

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

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

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

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

**11. WAITING PERIOD**

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

**12. ESTABLISHING PARTICIPATION IN THE PLAN**

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

Classes for whom participation is optional (**check one**):

- None (Participation is mandatory for all Eligible Employees except as provided in Section 4.03(e) of the Master Plan).

- Participation is optional for the following Eligible Employees (**must specify - specific positions are permissible; specific individuals may not be named; all positions or classes specified must be Eligible Employees**): \_\_\_\_\_.

### 13. CREDITED SERVICE

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

**A. Credited Past Service with Adopting Employer**

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

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

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

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

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

the Eligible Employee performs Service equal to the period of the break in Service or one (1) year, whichever is less. Any limitations imposed above with respect to Eligible Employees employed on the Effective Date shall also apply.

- No Service prior to the date the Eligible Employee becomes a Participant shall be credited (as Credited Past Service).

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

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

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

**B. Prior Military Service**

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

**(1) Credit for Prior Military Service.**

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

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

- Prior Military Service is **not** creditable under the Plan (**if checked, skip to Section 13.C. – Prior Governmental Service**).
- Prior Military Service shall be counted as Credited Service for the following purposes (check one or more as applicable):

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

**(2) Maximum Credit for Prior Military Service.**

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

**(3) Rate of Accrual for Prior Military Service.**

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

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

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

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

**Other Conditions for Award of Prior Military Service Credit (must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i))**: **For purposes of this provision, the definition of “Military Service” contained in Section 2.42 of the Master Plan shall control, except that the second sentence of said definition shall not apply. In order to receive Military Service credit hereunder, the Participant must submit to the Pension Committee Secretary a copy of the Participant’s DD-214 (military separation**

**papers), reflecting the Participant’s prior Military Service. See Service Credit Purchase Addendum for additional conditions.**

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

**C. Prior Governmental Service**

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

**(1) Credit for Prior Governmental Service.**

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

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

**(2) Definition of Prior Governmental Service.**

Prior governmental service shall be defined as follows: (must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i): **Prior Service performed as a full-time employee (employed at least 30 hours per week) of a municipal corporation (other than the City of Monroe), county, consolidated city-county government, the State of Georgia or any other state, or the federal government. However, service creditable under this provision shall not include military service or service for any school system, school district, or school board. If there is a question about whether a Participant’s prior service is within the above definition of prior governmental service, the City Attorney**



**shall have sole discretionary authority to determine whether such service is within said definition, and such determination shall be final and binding.**

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

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

**(3) Maximum Credit for Prior Governmental Service.**

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

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

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

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

**(5) Payment for Prior Governmental Service Credit.**

- Participants shall **not** be required to pay for governmental service credit.
- Participants shall be required to pay for governmental service credit as follows:
  - The Participant must pay **100%** of the actuarial cost of the service credit.
  - The Participant must pay an amount equal to (must specify in a manner that satisfies the definite written program requirement of Treasury

**Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i): \_\_\_\_\_.**

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

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

**(1) Credit for Unused Paid Time Off.**

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

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

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

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

**(2) Minimum Service Requirement.**

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

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

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

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

**(4) Maximum Credit for Unused Paid Time Off.**

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

**(5) Computation of Unused Paid Time Off.**

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

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

## 14. RETIREMENT ELIGIBILITY

### A. Early Retirement Qualifications

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

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

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

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

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

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

**B. Normal Retirement Qualifications**

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

**(1) Regular Employees**

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

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

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

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

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

- Attainment of age \_\_\_\_\_ (insert number)
- Completion of \_\_\_\_\_ years (insert number) of Total Credited Service
- In-Service Distribution to Eligible Employees permitted (i.e., a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if Participant meets minimum age and service requirements specified immediately above and is at least age 62 (unless a lower safe-harbor age is permitted under applicable federal law), subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to (check one):  all Participants  only the following class(es)

of Participants **(must specify - specific positions are permissible; specific individuals may not be named)**: \_\_\_\_\_.

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

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

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

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

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

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

- Attainment of age \_\_\_\_\_ **(insert number)**
- Completion of \_\_\_\_\_ years **(insert number)** of Total Credited Service
- In-Service Distribution to Eligible Employees permitted (*i.e.*, a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if Participant meets minimum age and service requirements specified immediately above and is at least age 62 (unless a lower safe-harbor age is permitted under applicable federal law), subject to applicable Plan provisions concerning recalculation and offset applied at re-retirement to account for the value of benefits received prior to re-retirement. This rule shall apply to **(check one)**:  all Participants  only the following class(es)

of Participants (**must specify - specific positions are permissible; specific individuals may not be named**): \_\_\_\_\_.

**C. Alternative Normal Retirement Qualifications**

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

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

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

This alternative normal retirement benefit is available to:

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

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

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

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

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

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

This alternative normal retirement benefit is available to:

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

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

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

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

- In-Service Distribution to Eligible Employees permitted (*i.e.*, a qualifying Participant may commence receiving retirement benefits while in service without first incurring a Bona Fide Separation from Service), if the Participant meets the minimum service requirement specified immediately above and is at least age 62 (unless a lower safe-harbor age is permitted under applicable federal law), subject to applicable Plan provisions

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

This alternative normal retirement benefit is available to:

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

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

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

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

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

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

This alternative normal retirement benefit is available to:

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



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

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

\_\_\_\_\_.

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

**Must specify qualifications (in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i): Attainment of age 50 and completion of 20 years of Total Credited Service.**

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

\_\_\_\_\_.

This alternative normal retirement benefit is available to:

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

\_\_\_\_\_.

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

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

\_\_\_\_\_.

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

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

**D. Disability Benefit Qualifications**

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

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

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

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

**15. RETIREMENT BENEFIT COMPUTATION**

**A. Maximum Total Credited Service**

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

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

**B. Monthly Normal Retirement Benefit Amount**

**(1) Regular Employee Formula**

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

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

This formula applies to:

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

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

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

This formula applies to:

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

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

This formula applies to:

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

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

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

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

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

(3) **Final Average Earnings**

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

This definition of Final Average Earnings applies to:

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

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

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

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

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

This formula applies to:

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

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

**C. Monthly Early Retirement Benefit Amount**

**Check and complete one or more as applicable:**

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

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

**Alternative Early Retirement Reduction Table**

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

\*Interpolate for whole months

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

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

**E. Monthly Disability Benefit Amount**

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

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

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

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

**F. Minimum/Maximum Benefit For Elected Officials**

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

- Not applicable (elected or appointed members of the Governing Authority do not participate in the Plan).
- No minimum or maximum applies.
- Monthly benefit for Service as an elected or appointed member of the Governing Authority may not exceed 100% of the Participant's final salary as an elected or appointed member of the Governing Authority.
- Other minimum or maximum (**must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)**):  
\_\_\_\_\_.

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

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

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

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

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

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

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

- (b)  The Participant's Early Retirement benefit shall be suspended in accordance with Section 6.06(a)(1) of the Master Plan. However, the



Participant may begin receiving benefits after he satisfies the qualifications for Normal Retirement or Alternative Normal Retirement, as applicable, and after satisfying the minimum age parameters of Section 6.06(a)(3) of the Master Plan, in accordance with Section 6.06(b)(2)(B)(i) of the Master Plan.

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

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

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

**B. Cost Of Living Adjustment**

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

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

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

- All Participants (and their Beneficiaries).
- Participants (and their Beneficiaries) who terminate employment on or after \_\_\_\_\_ **(insert date)**.
- Other **(must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i)); specific positions are permissible; specific individuals may not be named)**: \_\_\_\_\_.

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

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

**A. Eligible Regular Employees**

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

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

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

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

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

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

**B. Elected or Appointed Members of the Governing Authority**

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

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

## 18. PRE-RETIREMENT DEATH BENEFITS

### A. In-Service Death Benefit

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

- (1)  **Auto A Death Benefit.** A monthly benefit payable to the Participant's Pre-Retirement Beneficiary, equal to the decreased monthly retirement benefit that would have otherwise been payable to the Participant, had he elected a 100% joint and survivor benefit under Section 7.03 of the Master Plan. In order to be eligible for this benefit, a Participant must meet the following requirements (**check one**):
  - The Participant must be vested in a normal retirement benefit.
  - The Participant must have \_\_\_\_\_ years (**insert number**) of Total Credited Service.
  - The Participant must be eligible for Early or Normal Retirement.
  - Other eligibility requirement (**must specify in a manner that satisfies the definite written program requirement of Treasury Regulation 1.401-1(a)(2) and the definitely determinable requirement of Treasury Regulation 1.401-1(b)(1)(i):** \_\_\_\_\_).
- (2)  **Actuarial Reserve Death Benefit.** A monthly benefit payable to the Participant's Pre-Retirement Beneficiary, actuarially equivalent to the reserve required for the Participant's anticipated Normal Retirement benefit, provided the Participant meets the following eligibility conditions (**check one**):
  - The Participant shall be eligible upon satisfying the eligibility requirements of Section 8.02(c) of the Master Plan.
  - The Participant must have \_\_\_\_\_ years (**insert number**) of Total Credited Service.

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

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

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

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

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

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

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

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

**B. Terminated Vested Death Benefit**

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

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

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

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

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

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

## 19. EMPLOYEE CONTRIBUTIONS

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

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

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

(2) **Pre-Tax Treatment of Employee Contributions.** If Employee Contributions are required in Subsection (1) above, an Adopting Employer may elect to "pick up" Employee Contributions to the Plan in accordance with IRC Section 414(h). In such case, Employee Contributions shall be made on a pre-tax rather than a post-tax basis, provided the requirements of IRC Section 414(h) are met. If the Employer elects to pick up Employee Contributions, it is the

Employer's responsibility to ensure that Employee Contributions are paid and reported in accordance with IRC Section 414(h). The Adopting Employer must not report picked up contributions as wages subject to federal income tax withholding.

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

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

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

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

## **20. MODIFICATION OF THE TERMS OF THE ADOPTION AGREEMENT**

If an Adopting Employer desires to amend any of its elections contained in this Adoption Agreement (or any Addendum), the Governing Authority by official action must adopt an amendment of the Adoption Agreement (or any Addendum) or a new Adoption Agreement (or Addendum) must be adopted and forwarded to the Board for approval. The amendment of the new Adoption Agreement (or Addendum) is not effective until approved by the Board and other procedures required by the Plan have been implemented.

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

**21. TERMINATION OF THE ADOPTION AGREEMENT**

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

**22. EMPLOYER ADOPTION AND AUTHORIZATION FOR AMENDMENTS**

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

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

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

In the event that any section, subsection, sentence, clause or phrase of this Plan shall be declared or adjudged invalid or unconstitutional, such adjudication shall in no manner affect the previously existing provisions or the other section or sections, subsections, sentences, clauses or phrases of this Plan, which shall remain in full force and effect, as if the section, subsection, sentence, clause or phrase so declared or adjudicated invalid or unconstitutional were not originally a part hereof. The Governing Authority hereby declares that it would have passed the remaining parts of this Plan or retained the previously existing provisions if it had known that such part or parts hereof would be declared or adjudicated invalid or unconstitutional.

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

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

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

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

- the date the Internal Revenue Service requires the Adopting Employer to file Form 5300 as an individually designed plan as a result of an amendment by the Adopting Employer to incorporate a type of Plan not allowable in a volume submitter plan as described in Revenue Procedure 2015-36; or
- as of the date the Plan is otherwise considered an individually designed plan due to the nature and extent of the amendments.



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

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

**AN ORDINANCE (continued from page 1)**

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

**Section 3.** The effective date of this Ordinance shall be January 1, 2022.

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

Approved by the Mayor and Council of the City of Monroe, Georgia this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Attest:

CITY OF MONROE, GEORGIA

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

(SEAL)

Approved:

\_\_\_\_\_  
City Attorney

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

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

Board of Trustees  
Georgia Municipal Employees  
Benefit System

(SEAL)

\_\_\_\_\_  
Secretary

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

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

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

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

(a) **Plan Freeze** - The Plan is "frozen" effective as of \_\_\_\_\_ (specify date). The Plan shall be subject to all provisions of the Adoption Agreement and Master Plan, except as otherwise provided herein, and the Employer shall continue to maintain the Plan's qualified status. The Plan shall be frozen, as follows (check as applicable):

(i) The Plan shall be frozen with respect to the following class(es) of Eligible Employees (one or more as applicable):  all Participants;  all Eligible Regular Employees;  Members of the Governing Authority;  Municipal Legal Officers;  other (must specify): \_\_\_\_\_.

(ii) Active Participants in the affected class(es) of Eligible Employees as of the freeze effective date shall be vested in their normal retirement benefits accrued as of the effective date of the freeze to the extent funded notwithstanding any provision of the Adoption Agreement to the contrary.

(iii) Employees who are (check all that apply):  employed by the Employer or in office as of \_\_\_\_\_ (specify date),  first employed on or after \_\_\_\_\_ (specify date),  first take office on or after \_\_\_\_\_ (specify date),  reemployed on or

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

(iv) With respect to Employees designated in paragraph (iii) above, earnings on or after \_\_\_\_\_ (specify date) shall not be taken into account for purposes of the Plan.

(v) The Employees designated in paragraph (iii) above shall not be credited with Service for the Employer on or after \_\_\_\_\_ (specify date) for purposes of (check all that apply):  computing the amount of benefits payable;  meeting minimum service requirements for participation and vesting;  meeting minimum service requirements for benefit eligibility under the Plan.

(vi) The following additional provisions shall apply as a result of the freeze (must specify): \_\_\_\_\_.

(b) **Restoration Following Plan Freeze** - The Plan has been "frozen" since December 1, 1997 (specify freeze date). Effective January 1, 2004 (specify date), the Plan shall be reactivated in accordance with and subject to the following provisions (check as applicable):

(i) The Plan shall cease to be frozen with respect to the following class(es) of Eligible Employees (one or more as applicable):  all Participants;  all Eligible Regular Employees;  Members of the Governing Authority;  Municipal Legal Officers;  other (must specify): \_\_\_\_\_.

(ii) Employees (check all that apply):  employed by the Employer and/or in office as of December 1, 1997 (specify date),  first employed on or after December 1, 1997 (specify date),  first took office on or after December 1, 1997 (specify date),  reemployed on or after January 1, 2004 (specify date),  returned to

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

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

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

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

Attest: CITY OF MONROE, GEORGIA,

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

(SEAL)

Approved:

\_\_\_\_\_  
City Attorney

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

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

**Board of Trustees  
Georgia Municipal Employees  
Benefit System**

(SEAL)

\_\_\_\_\_  
Secretary

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

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

**(1) Service Credit Purchase; Eligibility Requirements. Subject to any conditions specified in Section 13.B. or 13.C. of the Adoption Agreement and in this Service Credit Purchase Addendum, Participants in this Plan who are actively employed on or after January 1, 2004, and who are Vested in this Plan may purchase service credit under this Plan for prior Military Service, Prior Governmental Service, and part-time service, as described in subsections 13.B. and 13.C. of the Adoption Agreement. The Participant may not purchase credit for service other than that described in subsections 13.B. and 13.C. of the Adoption Agreement, nor may a Participant purchase credit for service which is already creditable under the Plan. The purchase of prior service credit is permitted but not required under this Plan. Such purchases will be allowed to the extent permitted by law, subject to any conditions, proofs, or acceptance that the Pension Committee Secretary or GMEBS deem appropriate.**

**(2) Use of Purchased Service Credit. Subject to any conditions or limitations provided in this Addendum, service credit purchased hereunder will be counted as Credited Service for purposes of (check all that apply):**

- computing the amount of benefits payable under the Plan;**
- meeting the minimum service requirements for vesting under the Plan;**
- meeting the minimum service requirements for benefit eligibility under the Plan.**

- (3) **Application to Purchase Service Credit.** A Participant who meets the eligibility requirements specified in paragraph (1) above and who wishes to purchase eligible service credit as described in paragraph (1) above may apply for such purchase by completing and submitting to the Pension Committee Secretary an application form provided for that purpose. Participants will be responsible for providing the Pension Committee Secretary with any information or documentation that the Pension Committee Secretary deems necessary to establish that the Participant’s service is eligible for purchase under paragraph (1) above.
- (4) **Window Period for Application.** In order to purchase service credit, eligible Participants may submit the service credit purchase application within the two-month annual window beginning each November 1 and ending each December 31. If a Participant does not submit a completed application to purchase service credit within the designated window period, the Participant will not be permitted to purchase service credit. As a precondition for approval of his or her application, the Participant will be responsible for providing the Pension Committee Secretary with any additional information or documentation that the Pension Committee Secretary deems necessary to establish that the Participant's service is eligible for purchase under paragraph (1) above. Notwithstanding any provision herein to the contrary, no Participant may apply for or purchase prior service credit after his or her termination of employment.
- (5) **Review by Pension Committee Secretary.** Within a reasonable time after the end of the application period, the Pension Committee Secretary will review the Participant's application to purchase service credit and will determine whether the application should be accepted. Upon approval of an application by the Pension Committee Secretary, the Pension Committee Secretary will certify on the application the number of years and months of prior service that are eligible for purchase under paragraph (1) above.
- (6) **Fee for Cost Study.** As a precondition for approval of the application to purchase service credit, and prior to the commencement of any cost study, Participants may be required by the Employer to pay all or a portion of the GMEBS actuarial cost study fee(s) associated with determining the cost to purchase the Participant’s eligible service credit.



Any portion of the fee that the Participant is not required to pay will be paid by the Employer.

- (7) **Actuarial Study to Determine Cost of Purchase.** In the event that a cost study has not been undertaken prior to the Participant's submission of a completed application to purchase service credit, if the Participant's application to purchase is approved by the Pension Committee Secretary, a cost study will be undertaken as soon as reasonably practicable after the application has been approved, in order to determine the actuarial cost relating to the Participant's prior service that is eligible for purchase.
  
- (8) **Lump Sum Payment Required Within 90 Days.** Upon completion of the cost study, the Pension Committee Secretary will notify the Participant of the lump sum amount required to purchase prior service credit, as reflected in the cost study. Within 90 days of receiving this notice or of receiving notice of the Pension Committee's approval of the Participant's application to purchase service credit, whichever is later, the Participant shall remit said lump sum amount in the form and manner required by paragraphs (9)-(11) below, the Pension Committee Secretary, and GMEBS. The Participant may remit less than the full lump amount necessary to purchase all of the prior service credit which is eligible for purchase, in which case the percentage of service credit awarded will be equal to the percentage of the full amount remitted; provided, however, that if a Participant purchases less than the full amount of service credit that is eligible for purchase, the Participant must purchase such prior service credit in full-year (12 month) increments. The Pension Committee Secretary shall have the authority to extend the 90-day time period for payment of lump sum amounts required to purchase service credit if, for reasons outside the control of the Participant, payment cannot be made within the 90-day period. However, the time limit for payment will not be extended any later than 90 days and in no event may a Participant make such payment after his or her termination of employment.
  
- (9) **Method of Payment.** To the extent permitted by the Internal Revenue Code and regulations issued thereunder, the lump sum amount referred to in paragraph (8) above may be paid via one or more of the following sources: (1) a direct trustee-to-trustee transfer from a 401(a) qualified retirement plan, a governmental 457(b) deferred compensation plan or

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

(10) **Limitation on Amount of Lump Sum Payment.** If the lump sum amount referred to in paragraph (8) is paid via any method other than as described under paragraph (9)(1) or (9)(2) above, then the Participant shall not be permitted to contribute to the Plan in any calendar year an amount which exceeds any applicable limit specified in Internal Revenue Code Section 415.

(11) **IRC 415, Other Limitations.** Notwithstanding any other provision of the Adoption Agreement or this Addendum to the contrary, the Plan will not accept and shall return without interest any contribution or portion of a contribution made to purchase service credit if such contribution would result in a violation of the applicable limitations established under Internal Revenue Code Section 415(b), (c), or (n) or any other provision of law or the Plan, or if it is later determined that the Participant’s prior service is not eligible for purchase, and any prior service credit attributable to said contribution or portion of a contribution will be forfeited.

(12) **Return of Contributions.** Contributions made to purchase prior service credit shall be used to fund retirement and death benefits payable under the Plan relating to such credit. Contributions shall not otherwise be refundable to the Participant or any other person, except as otherwise provided in this paragraph (12) or in Section 13.06 or 18.04 of the Master Plan Document (concerning failure to exhaust or termination of the Plan, respectively). Participants (check one):

- will not be permitted to withdraw contributions made to purchase prior service credit upon termination of employment (Participants must be vested to purchase prior service credit).
- will not be permitted to withdraw contributions made to purchase prior service credit upon termination of employment, unless they

are not vested upon termination (Participants are not required to be vested to purchase prior service credit).

- will be permitted to withdraw contributions made to purchase service credit upon termination of employment, subject to the provisions of Section 13.03(c) of the Master Plan Document concerning the effect of withdrawal. For purposes of determining the amount of any refund of contributions made to purchase service credit, said contributions shall be credited with interest at [insert rate], subject to any limitations on the crediting of interest in Section 13.03(c) of the Master Plan Document.
- will be permitted to withdraw contributions made to purchase service credit upon termination of employment, subject to the following conditions for repayment (must describe):

\_\_\_\_\_

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

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

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

Addendum within [insert time limit] after the application is approved.

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

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

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

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

Attest:

CITY OF MONROE, GEORGIA

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

(SEAL)

Approved:

\_\_\_\_\_  
City Attorney

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

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

**Board of Trustees  
Georgia Municipal Employees  
Benefit System**

(SEAL)

\_\_\_\_\_  
Secretary



**To:** Planning and Zoning / City Council  
**From:** Patrick Kelley  
**Department:** Planning, Zoning, Code and Development  
**Date:** 08-04-2021  
**Description:** City of Monroe Zoning ordinance Text amendments #11

**Budget Account/Project Name:** NA

**Funding Source:** 2021 NA

**Budget Allocation:** NA

**Budget Available:** NA

**Requested Expense:** \$NA

**Company of Purchase:** NA

**Recommendation:** *Approve as presented*

**Background:** This is a text amendment to permit two uses by right in the M-1 zoning district. They are Crops grown under cover and Bio diesel production.

**Attachment(s):** Amendment, resolution and Amendment breakdown.



# City of Monroe

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

## REZONE PERMIT

PERMIT #:	108	DESCRIPTION:	ZONING TEXT AMENDMENT #11
JOB ADDRESS:	215 N BROAD ST	LOT #:	
PARCEL ID:		BLK #:	
SUBDIVISION:		ZONING:	
ISSUED TO:	CITY OF MONROE	CONTRACTOR:	CITY OF MONROE
ADDRESS:	P.O. BOX 1249	ADDRESS:	P.O. BOX 1249
CITY, STATE ZIP:	MONROE GA 30655	CITY, STATE ZIP:	MONROE GA 30655
PHONE:		PHONE:	
PROP.USE		DATE ISSUED:	8/05/2021
VALUATION:	\$ 0.00	EXPIRATION:	2/01/2022
SQ FT	0.00	PERMIT STATUS:	O
OCCP TYPE:		# OF BEDROOMS	
CNST TYPE:		# OF BATHROOMS	
INSPECTION REQUESTS:	770-207-4674 dadkinson@monroega.gov	# OF OTHER ROOMS	

FEE CODE	DESCRIPTION	AMOUNT
<b>FEE TOTAL</b>		\$ 0.00
<b>PAYMENTS</b>		\$ 0.00
<b>BALANCE</b>		\$ 0.00

City of Monroe Zoning Code Ordinance Text Amendment- Section 630.3 Table 6—Industrial Zoning District Land Use Regulations; Modifying Industrial Zoning District Land Use table to add the principle use of Agriculture: Greenhouse, nursery, and floriculture production—indoor food crop production and under the principle use of Industrial: Industry, heavy-manufacturing, repair, assembly, or processing—biodiesel fuel production. Both uses are to be added as permitted uses.

P&Z MTG 8/17/21 @5:30pm - COUNCIL MTG 9/14/21 6:00pm @ 215 N Broad St

NOTES:

**NOTICE**

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

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

\_\_\_\_\_  
(APPROVED BY)

\_\_\_\_/\_\_\_\_/\_\_\_\_  
DATE

**AN ORDINANCE TO AMEND THE ZONING  
ORDINANCE OF THE CITY OF MONROE, GEORGIA**

**The Mayor and Council of the city of Monroe, Georgia, hereby ordain as follows:**

**The Zoning Ordinance of the City of Monroe, officially adopted June 10, 2014, and Effective July 1, 2014, as thereafter amended, is hereby amended by implementing text amendments and changes outlined and identified in particular detail on Exhibit A, which such exhibit is incorporated herein by reference.**

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

These text amendments of the City of Monroe Zoning Ordinance shall take effect upon their adoption by the Mayor and Council.

**FIRST READING.** This 14<sup>th</sup>, day of September, 2021.

**SECOND READING AND ADOPTED** on this 12<sup>th</sup> day of October, 2021.

**CITY OF MONROE, GEORGIA**

**By: \_\_\_\_\_ (SEAL)  
John Howard, Mayor**

**Attest: \_\_\_\_\_ (SEAL)  
Debbie Kirk, City Clerk**



EXHIBIT A

City of Monroe Zoning Ordinance Text Amendment

Amendment # 11

1. Section 630.3 Table 6—Industrial Zoning District Land Use Regulations; Modifying Industrial Zoning District Land Use table to add the principle use of Agriculture: Greenhouse, nursery, and floriculture production—indoor food crop production and under the principle use of Industrial: Industry, heavy-manufacturing, repair, assembly, or processing—biodiesel fuel production. Both uses are to be added as permitted uses.

# Proposed Amendments to the Zoning Ordinance

August 17 – Planning Commission  
 September 14 – City Council 1<sup>st</sup> Reading  
 October 12 – City Council 2<sup>nd</sup> Reading

Amendment Key

**Blue** – Language to be added

**Red** – Language to be removed

**Green** – Amendment description

- **Section 630.3: Modify Industrial Zoning District Land Use Regulation table to add land uses for Indoor Food Crop Production and Biodiesel Fuel Production. Added land uses will be permitted by right in the M-1 zoning district. Indoor Food Crop Production is based upon NAICS 111419 – Other Food Crops Grown Under Cover with an illustrative example of vegetable farming grown under cover. Biodiesel Fuel Production is based upon NAICS 324199 – All Other Petroleum and Coal Products Manufacturing with an illustrative example of biodiesel fuels not made in petroleum refineries and blended with purchased refined petroleum. These NAICS references should provide clarity regarding interpretation of the intent behind these land uses.**

## Section 630.3 Industrial Land Use Regulations (M-1):

**Section 630.3 Table 6 - Industrial Zoning District Land Use Regulations**

[P]=permitted; [X]=prohibited;[C]=conditional use permit required

LAND USE CATEGORY	DISTRICT	REFERENCE
<b>Principal Use*(unless noted as an accessory use)</b>	<b>M-1</b>	<b>See Section or Note</b>
<b>Accessory building and uses</b>		
structures-general	P	See §1000.1
temporary buildings	P	See §1000.9
uses-general	P	See §1000.2
<b>Administrative and information service facilities</b>		
administrative offices/processing center	P	
call/telecommunications center	P	
data processing/programming facilities	P	
data processing/programming facilities with product production	P	
<b>AGRICULTURE:</b>		
<b>Greenhouse, nursery, and floriculture production</b>		
<a href="#">indoor food crop production</a>	<a href="#">P</a>	
<b>Amusements and Entertainment</b>		
adult entertainment establishment	P	Note (5)
archery range or firing range	P	See § 1031
game center	X	
miniature golf, outdoor	X	
play centers, skating rink, bowling alley	P	
theaters	X	
theaters, outdoor	X	
<b>Animal facilities and services</b>		
clinics and specialty services	C	
hospitals, lodging, and shelters	C	
<b>Building, construction and special trade facilities</b>		
contractor and developer offices	P	
contractor/developer offices with facilities	P	
contractor/developer office center	P	
landscape/irrigation service	P	
timber harvesting service	P	
tree surgery service	P	
building supply store, wholesale	P	





<b>heavy trucks, RVs and other heavy equipment</b>		
body repair and painting	P	
fueling station	P	
general service/installation of parts and accessories	P	
new or used, sales and rental	P	
parts/accessories/tires, sales	P	
truck wash, service or self-service	P	
terminal, motor freight	P	
truck stop/travel plaza	P	

**NOTICE TO THE PUBLIC  
CITY OF MONROE**

**The City of Monroe Planning & Zoning commission will be holding a hearing for a zoning action/zoning code text amendment of Article VI, Section 630.3, Table 6. A public hearing will be held on August 17, 2021 at 5:30 P. M. in the City Hall Building at 215 N Broad Street.**

**The City of Monroe Council will be holding a hearing for a zoning action/zoning code text amendment of Article VI, Section 630.3, Table 6. A public hearing will be held on September 14, 2021 at 6:00 P.M. in the City Hall Building at 215 N Broad Street**

**All those having an interest should be present.**

**Please run on the following date:**

**August 1, 2021**



From: Les Russell, Director of Human Resources

Department: City-wide

Date: 10/12/2021 for Finance & HR Committee

Description: Renewal - Health and Ancillary Insurance

Budget Account/Project Name: n/a

Funding Source: 2022 operating budgets: city-wide

Budget Allocation: \$3,010,700 Combined Estimate of: Employer and Employee share

Budget Available: \$3,010,700

Requested Expense: Est Max. \$3,034,051 Company of Purchase: MSI Benefits

**Recommendation:**

Staff recommends that the City Council APPROVE the 2022 health and ancillary insurance policies as presented through Aetna HCC, MetLife Dental, Standard, and MetLife Vision.

**Background:**

The City of Monroe has partnered with MSI Benefits Group. The City will continue to be partially self-insured while seeking aggregate and specific reinsurance coverages to hedge maximum costs. Renewal will take effect on January 1, 2022, with open enrollment in November 2021. The group size has grown from 209 employees covered in FY 2020 to 221 for FY 2021. The renewal bid includes no proposed laser liability for the 2022 plan year. In FY 2021 we carried responsibility for an additional laser liability of \$350,000. HCC is offering a firm renewal which has an increase of 9.24% on the premium.

We will see the fixed cost remain flat for the next fiscal year, while putting a little more risk toward claims activity. The reality this year is that while we have avoided high dollar long term illness claims, the volume of claims related to the COVID crisis has had a direct impact causing claims to run at 102.53% of expected claims. The incentives that are being placed to get the work population vaccinated is having some positive effect, but sadly not enough of an impact to alleviate the concern that we will have more claims related to the pandemic. For this reason, staff is recommending that we accept the renewal bid from HCC that provides a specific deductible of \$70,000. The 2021 plan year has seen 4 claims that have penetrated the \$70,000 level. While this provides a bit more risk to the city, it is offset with the lower dollar claims incurred. Put another way, we could avoid the risk by agreeing to keep our specific deductible at \$60,000 for an additional

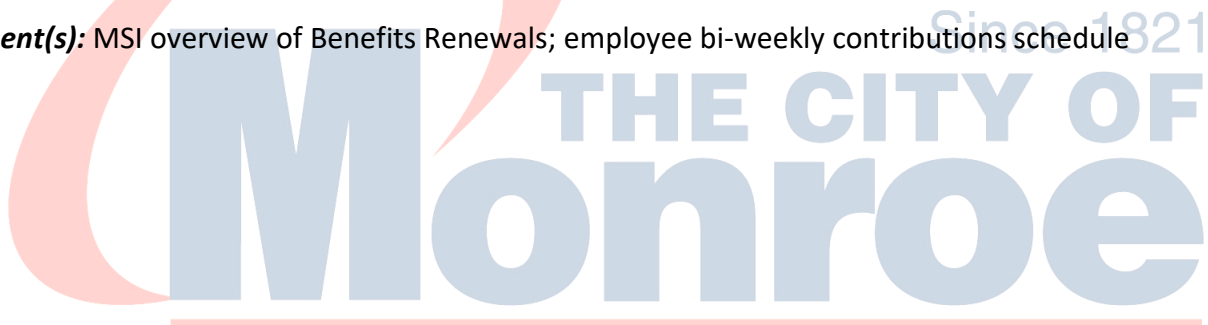
\$61,000. Given the unknowns of 2021 and pandemic, the plan is performing well for this fiscal plan year, albeit at the top end of estimates

The Wellness program will continue in 2021 utilizing the biometric screening as the indicator for reductions in the base deductible for the employee. As a reminder this program was recently enhanced for the 2022 plan year to include a \$500 wellness credit for becoming vaccinated against COVID and introducing tiered deductible credits to incent employees on the fringe to participate in the plan. This program continues incent good health behaviors. In 2021 we had 28 individuals that captured all the credits and 186 that captured a partial credit.

For the employee's contribution there will be a slight increase of 2%. The single rate will increase from \$14.34 to \$14.63 per pay period, with similar increases at the other classifications. It is important to remember that we held the employee contributions steady for all of 2019 and 2020 with a modest 2% increase in 2021. Depending on the success of the incentive for COVID vaccines the hope is that we will see rates maintain or stabilize quickly. If we are not successful in converting to a fully vaccinated workforce, we may have to consider an additional premium for unvaccinated employees due to the strain on the plan.

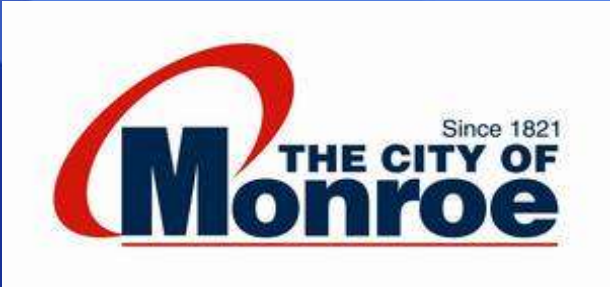
Ancillary benefits will see a slight change in the programs. We are raising the maximum benefit in the high dental plan to \$3000.00. The plan will increase by a net \$1.09 for single coverage to \$9.36 for this increased benefit. The low plan for dental will continue to provide preventive care at no premium for the employee and comparably low cost for family coverage. There is no major coverage or orthodontics in the low plan. In vision the change last year to MetLife has been met with a positive response and there will be no increase this year.

**Attachment(s):** MSI overview of Benefits Renewals; employee bi-weekly contributions schedule





# 2022 Benefits Renewal



# City of Monroe

Presented By: MSI Benefits Group, Inc.



October 12, 2021

# January 2021 Renewal

- Employee deductions were increased 2%
- Participation in wellness program provided employees credits to lower their medical deductible. Participation in 2021:
  - \$500 – 28
  - \$750 – 50
  - \$1,000 – 51
  - \$1,250 – 29
  - \$1,500 – 20
  - \$1,750 – 34

*30 Employees waived all medical coverage*
- Medical plan cost increased 2.33%
- Improved pharmacy performance contract accepted from CVS/Aetna
- Dental changed to MetLife with increase on annual maximum to \$2000 and implants added as a covered benefit
- Vision coverage changed to MetLife
- Clinic was no longer available after March 2021. Annual cost was \$300,000
- Voluntary disability coverage was changed to Standard



# 2019 Medical Claims

Contract Period: 4/1/2019 - 12/31/2019  
 Specific Deductible: \$60,000  
 Aggregated Specific Deductible: \$80,000  
 Employee  
 Aggregate Factors: \$972.18

2019	Emp	Dependents	Estimated Attachment Point		Claims Paid this Month *	Claims not under Aggregate	Less Specific Deductible	Less Specific Reimburse	Aggregate Claims Paid	Cumulative Agg. Claims Paid
			Monthly	Cumulative						
April	205	91	\$ 199,297	\$ 199,297	\$ 153,067	\$ 201			\$ 152,867	\$ 153,067
May	207	92	\$ 201,241	\$ 400,538	\$ 421,778	\$ 38,052	\$ 80,000	\$ 79,079	\$ 304,647	\$ 457,715
June	209	93	\$ 203,186	\$ 603,724	\$ 177,389	\$ 22,385		\$ 47,157	\$ 107,847	\$ 565,561
July	209	95	\$ 203,186	\$ 806,909	\$ 152,392	\$ 33,513		\$ 29,328	\$ 89,551	\$ 655,112
August	205	93	\$ 199,297	\$ 1,006,206	\$ 181,547	\$ 30,116		\$ 6,198	\$ 145,233	\$ 800,345
September	204	91	\$ 198,325	\$ 1,204,531	\$ 135,544	\$ 26,118		\$ 7,637	\$ 101,790	\$ 902,135
October	206	92	\$ 200,269	\$ 1,404,800	\$ 176,124	\$ 29,326		\$ 6,989	\$ 139,809	\$ 1,041,944
November	211	93	\$ 205,130	\$ 1,609,930	\$ 159,000	\$ 15,563		\$ 423	\$ 143,015	\$ 1,184,959
December	211	93	\$ 205,130	\$ 1,815,060	\$ 235,277	\$ 36,965		\$ 6,278	\$ 192,035	\$ 1,376,993
<b>Total</b>				<b>\$ 1,815,060</b>	<b>\$ 1,792,119</b>	<b>\$ 232,238</b>	<b>\$ 80,000</b>	<b>\$ 183,088</b>		<b>\$ 1,376,993</b>

1. Total Claims Paid Under Aggregate Coverage:	\$ 1,376,993
2. Cumulative Estimated Attachment Point:	\$ 1,815,060
3. Loss Ratio (1/2):	75.86%
4. Dollar Claims Exceeding Attachment Point: \$0	\$ -



# 2020 Medical Claims

Contract Period: 1/1/2020 - 12/31/2020  
 Specific Deductible: \$60,000  
 Aggregated Specific Deductible: \$80,000

Employee  
 Aggregate Factors: \$1,039.70

2020	Emp	Dependents	Estimated Attachment Point		Claims Paid this Month *	Claims not under Aggregate	Less Specific Deductible	Less Specific Reimburse	Aggregate Claims Paid	Cumulative Agg. Claims Paid
			Monthly	Cumulative						
January	210	95	\$ 218,337	\$ 218,337	\$ 105,014	\$ 228		\$ 104,786	\$ 104,786	
February	212	96	\$ 220,416	\$ 438,753	\$ 45,472	\$ 612		\$ 44,859	\$ 149,645	
March	213	96	\$ 221,456	\$ 660,210	\$ 261,397	\$ 1,581		\$ 259,815	\$ 409,460	
April	216	97	\$ 224,575	\$ 884,785	\$ 188,194	\$ 23,449		\$ 164,745	\$ 574,205	
May	217	98	\$ 225,615	\$ 1,110,400	\$ 191,184	\$ 26,506		\$ 164,678	\$ 738,883	
June	218	99	\$ 226,655	\$ 1,337,054	\$ 195,154	\$ 15,220		\$ 179,934	\$ 918,817	
July	216	99	\$ 224,575	\$ 1,561,629	\$ 182,991	\$ 9,923	\$ 33,616	\$ 139,451	\$ 1,058,268	
August	212	97	\$ 220,416	\$ 1,782,046	\$ 158,908	\$ 1,637	\$ 23,602	\$ 133,669	\$ 1,191,937	
September	209	96	\$ 217,297	\$ 1,999,343	\$ 264,595	\$ 12,271	\$ 18,722	\$ 233,602	\$ 1,425,539	
October	207	95	\$ 215,218	\$ 2,214,561	\$ 271,569	\$ 49,322	\$ 38,922	\$ 183,326	\$ 1,608,865	
November	209	97	\$ 217,297	\$ 2,431,858	\$ 301,148	\$ 85,119	\$ 35,473	\$ 180,556	\$ 1,789,422	
December	209	100	\$ 217,297	\$ 2,649,156	\$ 1,005,079	\$ 134,621	\$ 460,565	\$ 409,893	\$ 2,199,315	
						\$ 9,866			\$ (9,866)	
<b>Total</b>				<b>\$ 2,649,156</b>	<b>\$ 3,170,704</b>	<b>\$ 370,356</b>		<b>\$ 610,900</b>		<b>\$ 2,189,448</b>

1. Total Claims Paid Under Aggregate Coverage:	\$ 2,189,448
2. Cumulative Estimated Attachment Point:	\$ 2,649,156
3. Loss Ratio (1/2):	82.65%
4. Dollar Claims Exceeding Attachment Point: \$0	\$ -



# 2021 Medical Claims

Contract Period: 1/1/2021 - 12/31/2021  
 Specific Deductible: \$60,000  
 Aggregated Specific Deductible: \$80,000  
 Est Attachment \$2,568,984  
 Employee  
 Aggregate Factors: \$1,005.18

2021	Emp	Dependents	Estimated Attachment Point		Claims Paid this Month *	Claims not under Aggregate	Less Specific Deductible	Less Specific Reimburse	Aggregate Claims Paid	Cumulative Agg. Claims Paid
			Monthly	Cumulative						
January	210	102	\$ 211,088	\$ 211,088	\$185,051.81	\$ 4,475	\$ -	\$ -	\$ 180,543	\$ 180,543
February	211	105	\$ 212,093	\$ 423,181	\$131,244.63	\$ 5,917	\$ -	\$ -	\$ 124,774	\$ 305,317
March	214	106	\$ 215,109	\$ 638,289	\$168,992.27	\$ 702	\$ -	\$ -	\$ 168,273	\$ 473,591
April	219	107	\$ 220,134	\$ 858,424	\$201,099.65	\$ 42	\$ -	\$ -	\$ 201,024	\$ 674,614
May	219	106	\$ 220,134	\$ 1,078,558	\$211,738.05	\$ -	\$ -	\$ -	\$ 210,878	\$ 885,492
June	222	109	\$ 223,150	\$ 1,301,708	\$193,688.71	\$ (473)	\$ -	\$ -	\$ 193,132	\$ 1,078,625
July	222	110	\$ 223,150	\$ 1,524,858	\$167,972.69	\$ 930	\$ -	\$ -	\$ 167,874	\$ 1,246,499
August	221	112	\$ 222,145	\$ 1,747,003	\$275,850.13	\$ 53	\$ 79,938		\$ 195,859	\$ 1,442,358
September	216	210	\$ 217,119	\$ 1,964,122	\$381,067.63	\$ 33	\$ 62	\$ 171,264	\$ 209,708	\$ 1,652,066
October			\$ -	\$ 1,964,122					\$ -	\$ 1,652,066
November			\$ -	\$ 1,964,122					\$ -	\$ 1,652,066
December			\$ -	\$ 1,964,122					\$ -	\$ 1,652,066
<b>Total</b>				<b>\$ 1,964,122</b>	<b>\$ 1,916,706</b>	<b>\$ 11,679</b>		<b>\$ 171,264</b>		<b>\$ 1,652,066</b>

1. Total Claims Paid Under Aggregate Coverage:	\$ 1,652,066	Administrative Cost	\$544,250
2. Cumulative Estimated Attachment Point:	\$ 1,964,122	Total Cost	\$2,196,316
3. Loss Ratio (1/2):	84.11%		
4. Dollar Claims Exceeding Attachment Point: \$0	\$ -		

Medical Claims/Administration	Expected Cost	Actual Cost	% of Expected
	\$2,115,547	\$2,196,316	103.82%



# Fixed Cost

212	Current		Renewal		Renewal			
	Meritain / Aetna January 1		Meritain / Aetna January 1		Meritain / Aetna January 1			
<b>TPA</b>								
Administrative Charge	\$29.00	\$73,776	\$30.45	\$77,465	5.00%	\$30.45	\$77,465	5.00%
Teledoc	\$3.20	\$8,141	\$3.20	\$8,141	0.00%	\$3.20	\$8,141	0.00%
Disease Management	\$4.40	\$11,194	\$4.40	\$11,194	0.00%	\$4.40	\$11,194	0.00%
PPO Access	\$0.00	\$0	\$0.00	\$0	0.00%	\$0.00	\$0	0.00%
Broker Fee	\$22.00	\$55,968	\$22.00	\$55,968	0.00%	\$22.00	\$55,968	0.00%
Specific <i>Includes aggregating \$80,000 specific</i>	<b>HCC - \$60,000</b>		<b>HCC - \$60,000</b>			<b>HCC - \$70,000</b>		
Emp	\$208.58	\$530,628	\$228.40	\$581,050	9.50%	\$204.64	\$520,604	-1.89%
Emp & Family	\$208.58		\$228.40			\$204.64		
Aggregate	\$10.39	\$26,432	\$10.80	\$27,475	3.95%	\$10.93	\$27,806	5.20%
Expected Claim Liability								
Emp	\$804.06	\$2,045,529	\$954.91	\$2,429,291	18.76%	\$977.06	\$2,485,641	21.52%
Emp & Family	\$804.06		\$954.91			\$977.06		
Maximum Claim Liability								
Emp	\$1,005.08	\$2,556,924	\$1,193.64	\$3,036,620	18.76%	\$1,221.33	\$3,107,064	21.52%
Emp & Family	\$1,005.08		\$1,193.64			\$1,221.33		
Excluded - Lasers	<b>\$350,000</b>							



# Medical Options

		Current	Renewal	Renewal
		HCC - \$60,000	HCC - \$60,000	HCC - \$70,000
Admin Fixed Cost		\$58.60	\$60.05	\$60.05
Insurance Fixed Cost	Emp	\$218.97	\$239.20	\$215.57
	Emp & Dep	\$218.97	\$239.20	\$215.57
Expected Claims	Emp	\$804.06	\$954.91	\$977.06
	Emp & Dep	\$804.06	\$954.91	\$977.06
Maximum Claims	Emp	\$1,005.08	\$1,193.64	\$1,221.33
	Emp & Dep	\$1,005.08	\$1,193.64	\$1,221.33
Total Expected Cost (Fixed Cost + Expected Claims)	Emp	\$1,081.63	\$1,254.16	\$1,252.68
	Emp & Dep	\$1,081.63	\$1,254.16	\$1,252.68
Lasers (Excluded)		\$350,000	\$0	\$0
38 waived	Emp	105	105	105
	Emp & Dep	107	107	107
Administrative Fixed Cost		\$149,078	\$152,767	\$152,767
Insurance Fixed Cost		\$557,060	\$608,525	\$548,410
Total Fixed Cost		\$706,138	\$761,292	\$701,177
Annual EXPECTED Claims		\$2,045,529	\$2,429,291	\$2,485,641
Annual Maximum Claims		\$2,556,924	\$3,036,620	\$3,107,064
Fixed + Expected Claims		\$2,602,588	\$3,037,816	\$3,034,051
Laser Liability		\$350,000	\$0	\$0

# Medical Deductions

# on Coverage		Bi-Weekly Deductions (26)	
		<u>Current</u>	<u>2022</u>
105	Employee	\$14.34	\$14.63
34	Employee & Spouse	\$154.91	\$158.01
9	Employee & Children	\$154.65	\$157.75
64	Employee & Family	\$184.31	\$188.00
212	Annual Contributions	\$518,976.78	\$529,356.31
30	Waive Coverage		

- 2% increase in employee contributions for 2022





# Dental Renewal

			Current		Renewal	
			MetLife Low Plan	MetLife High Plan	MetLife Low Plan	MetLife High Plan
	<b>Low</b>	<b>High</b>				
Employee	37	74	28.96	45.90	30.63	48.54
Employee + Spouse	15	33	54.91	88.88	58.07	93.99
Employee+ Child(ren)	4	5	55.19	74.73	58.36	79.03
Employee + Family	17	40	81.14	117.71	85.81	124.48
<b>Annual Total</b>				<b>\$178,884</b>		<b>\$189,175</b>
28 Waive						
<b>Preventive Services</b>			100%	100%	100%	100%
<b>Deductible</b>			\$50	\$50	\$50	\$50
<b>Basic Services</b>			80%	80%	80%	80%
<b>Major Services</b>			0%	50%	0%	50%
<b>Annual Maximum</b>			\$1,000	<b>\$2,000</b>	\$1,000	<b>\$2,000</b>
<b>Lifetime Orthodontia Maximum</b>			Not Covered	<b>50%; \$1,000 -</b>	Not Covered	<b>50%; \$1,000 -</b>
<b>Fee Schedule</b>			90th	<b>Adult/Child</b>	90th	<b>Adult/Child</b>
<b>Endo, Perio and Oral Surgery</b>			Covered in Basic (80%)	Covered in Basic (80%); Implants (50%)	Covered in Basic (80%)	Covered in Basic (80%); Implants (50%)
	<b>Low</b>	<b>High</b>				
<b>Bi-Weekly Deductions</b>						
Employee	37	74	0.00	7.82	0.00	8.27
Employee + Spouse	15	33	11.98	27.66	12.66	29.24
Employee+ Child(ren)	4	5	12.11	21.12	12.80	22.34
Employee + Family	17	40	24.08	40.96	25.47	43.32
<b>Annual Total Deductions</b>				<b>\$100,692</b>		<b>\$106,474</b>
<b>Net Annual City Cost</b>				<b>\$78,192</b>		<b>\$82,701</b>
						<b>5.77%</b>



# Dental Renewal Options

			Renewal Option		Renewal Option	
			MetLife Low Plan	MetLife High Plan	MetLife Low Plan	MetLife High Plan
	<b>Low</b>	<b>High</b>				
Employee	37	74	30.63	50.91	30.63	52.99
Employee + Spouse	15	33	58.07	98.59	58.07	102.61
Employee+ Child(ren)	4	5	58.36	82.89	58.36	86.28
Employee + Family	17	40	85.81	130.57	85.81	135.89
<b>Annual Total</b>				<b>\$196,256</b>		<b>\$202,452</b>
<i>28 Waive</i>						
<b>Preventive Services</b>			100%	100%	100%	100%
<b>Deductible</b>			\$50	\$50	\$50	\$50
<b>Basic Services</b>			80%	80%	80%	80%
<b>Major Services</b>			0%	50%	0%	50%
<b>Annual Maximum</b>			\$1,000	<b>\$3,000</b>	\$1,000	<b>\$3,000</b>
<b>Lifetime Orthodontia Maximum</b>			Not Covered	<b>50%; \$1,000 -</b>	Not Covered	<b>50%; \$2,000 -</b>
<b>Fee Schedule</b>			90th	<b>Adult/Child</b>	90th	<b>Adult/Child</b>
<b>Endo, Perio and Oral Surgery</b>			Covered in Basic (80%)	Covered in Basic (80%); Implants (50%)	Covered in Basic (80%)	Covered in Basic (80%); Implants (50%)
<b>Bi-Weekly Deductions</b>	<b>Low</b>	<b>High</b>				
Employee	37	74	0.00	9.36	0.00	10.32
Employee + Spouse	15	33	12.66	31.37	12.66	33.22
Employee+ Child(ren)	4	5	12.80	24.12	12.80	25.68
Employee + Family	17	40	25.47	46.13	25.47	48.58
<b>Annual Total Deductions</b>				<b>\$113,555</b>		<b>\$119,751</b>
<b>Net Annual City Cost</b>				<b>\$82,701</b>		<b>\$82,701</b>
				<b>5.77%</b>		<b>5.77%</b>

<b>Voluntary Vision</b>	
Employee	89
Employee + Spouse	41
Employee+ Child(ren)	11
Employee + Family	38
<b>Annual Total</b>	<b>179</b>
Eye Exam Frequency	
Single, Bifocal, Trifocal Frequency	
Contacts Elective Medically Necessary Frequency <i>*In lieu of eyeglasses</i>	
Frames Frequency	
<b>OUT-OF-NETWORK</b> Eye Exam Lenses Frames Contacts- Disposable	
<b>Bi-Weekly Deductions</b>	
Employee	89
Employee + Spouse	41
Employee+ Child(ren)	11
Employee + Family	38

73 Waive

Current / Under Rate Guarantee
<b>MetLife</b>
7.35
15.54
16.07
26.15
<b>\$29,541</b>
\$0 Every 12 months
\$25 Every 12 months
Up to \$250 Allowance Included Every 12 months
Up to \$250 Allowance then 20% off any balance Every 24 months
Up to \$45 allowance Up to \$100 allowance Up to \$70 allowance Up to \$105 allowance
<b>Bi-Weekly Deductions</b>
3.39
7.17
7.42
12.07

Employer Paid Basic Life and AD&D Insurance	<i>Current / Under rate guarantee</i>
	Standard
Basic Life Benefits and AD&D Amount	\$50,000
Reduction Schedule:	65% at age 65, 50% age 70, 35% at 75
Life Rate:	0.130
AD&D Rate:	0.020
Projected Volume:	\$12,392,500
Covered Lives:	253
Basic Dependent Life:	1.12
Basic Dependent Covered Lives:	170
Basic Life Monthly Premium:	\$2,049
<b>Annual Cost:</b>	<b>\$24,604.74</b>
Rate Guarantee:	1/1/2023

		<u>%</u> <u>Increase</u>	<u>Employee</u> <u>Deductions</u>	<u>City Net</u> <u>Annual</u> <u>Cost</u>	<u>Net %</u> <u>Increase</u>	<u>Annual</u> <u>Difference</u>
<b>MEDICAL</b>		<b>Fixed Cost/Claims</b>				
<b><u>Aetna/Meritain</u></b>						
Current	\$2,602,588		\$518,977	\$2,083,612		
Renewal	\$3,037,816	16.72%	\$529,356	\$2,508,460	20.39%	\$424,848
Renewal Option ( \$70,000 SSL)	\$3,034,051	-0.12%	\$529,356	\$2,504,694	20.21%	\$421,083
<b>DENTAL</b>		<b>Premiums</b>				
<b><u>MetLife</u></b>						
Current	\$178,884		\$100,692	\$78,192		
Renewal	\$189,175	5.75%	\$106,474	\$82,701	5.77%	\$4,509
Renewal Option (\$3,000)	\$196,256	9.71%	\$113,555	\$82,701	5.77%	\$4,509
Renewal Option (\$3,000/\$2,000)	\$202,452	13.17%	\$119,751	\$82,701	5.77%	\$4,509
<b>Basic Life</b>		<b>Premiums</b>				
<b><u>Standard</u></b>						
Current	\$21,632		\$0	\$21,632	0.00%	\$0
<i>Guaranteed till 1/2023</i>						
<b>Vision (Voluntary)</b>		<b>Premiums</b>				
<b><u>MetLife</u></b>						
Current	\$29,541		\$29,541	\$0	0.00%	\$0
<i>Guaranteed till 1/2023</i>						