Council Meeting

AGENDA

Tuesday, July 08, 2025
6:00 PM
City Hall

I. CALL TO ORDER

1. **Invocation**
2. **Roll Call**
3. **Approval of Agenda**
4. **Approval of Consent Agenda**
   - a. May 8, 2025 DDA Minutes
   - b. May 8, 2025 CVB Minutes
   - c. June 10, 2025 City Council Minutes
   - d. June 10, 2025 Executive Session Minutes

II. PUBLIC FORUM

1. **Public Presentation(s)**
2. **Public Comment(s)**

III. BUSINESS ITEMS

1. **City Administrator Update**
2. **Assistant City Administrator Update**
3. **Department Reports**
   - a. Central Services Report

b. Code Report

c. Economic Development Report

d. Financial Report

e. Fire Report

f. Police Report

g. Solid Waste Report

h. Streets Monthly Report

i. Monthly Telecom Report

j. Water, Sewer, Gas & Electric Monthly Report

V. NEW BUSINESS

1. Public Hearing(s)

a. 1521 S. Broad Rezone

b. 1521 S. Broad Conditional Use

2. New Business

a. 1521 S. Broad Rezone

b. 1521 S. Broad Conditional Use

c. Application - Beer & Wine on Premise Consumption and Restaurant Distilled Spirits - Amici Monroe

d. Application - Beer & Wine, Distilled Spirits, and Sunday Sales - Consumption on Premise License - Catch 22

e. Application - Beer & Wine Package License - Broad 1312

f. Construction Agreement for TAP project

g. Resolution for Amicus Brief to Georgia Supreme Court

h. DR Horton Development Agreement

i. Capital Improvement Element and Impact Fee Study Adoption

j. Fixed Base Operator (FBO) – End Lease Agreement

k. Fixed Base Operator (FBO) – Lease Agreement

l. River Pointe Phase 1 Final Plat

m. School Resource Officer new contract - Foothills

School Resource Officer new contract - George Walton

School Resource Officer new contract - Monroe Area High School

n. Discussion/Approval: Intergovernmental Agreement with DDA for the 208 S Broad St CDBG RDF Loan Grant

o. Discussion/Approval: Resolution authorizing a City of Monroe RLF Loan to JEC Development for $140,000 for 208 S Broad St

p. Discussion/Approval: Intergovernmental Agreement with DDA for a City of Monroe RLF Loan to JEC Development for $140,000 for 208 S Broad St

VI. DISTRICT ITEMS

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

VIII. ADJOURN

CITY OF MONROE
DOWNTOWN DEVELOPMENT AUTHORITY
MAY 8, 2025 – 8:00 A.M.

The Downtown Development Authority met for their regular meeting.

Those Present:	Lisa Reynolds Anderson	Chairwoman
	Meredith Malcom	Vice-Chairwoman
	Chris Collin	Board Member
	Whit Holder	Board Member
	Lee Malcom	City Council Representative
	Andrea Gray	Secretary
	Clayton Mathias	Board Member
	Brittany Palazzo	Board Member

Those Absent:

Staff Present: Logan Propes, Chris Bailey, Kaitlyn Stubbs, Laura Beth Caudell, Sandy Daniels

Visitors:

I. CALL TO ORDER – 8:05

1. Roll Call

Chairwoman Anderson noted that all Committee Members were present. There was a quorum.

2. Approval of Previous Meeting Minutes

a. March 13, 2025 Minutes

To approve the minutes as presented.

Motion by Holder, seconded by Mathias. Passed Unanimously

b. March 13, 2025 Executive Session Minutes

To approve the minutes as presented.

Motion by Holder, seconded by Mathias. Passed Unanimously

c. April 10, 2025 Minutes

To approve the minutes as presented.

Motion by Malcom, seconded by Collin. Passed Unanimously

3. Approval of Financial Statements

a. February Financials

To approve the February 2025 Financials.

Motion by Malcom, seconded by Collin. Passed Unanimously

b. March Financials
To approve the March 2025 Financials.

Motion by Malcom, seconded by Collin.
Passed Unanimously

II. PUBLIC FORUM

There were no public comments.

III. CITY UPDATE

Assistant City Administrator Chris Bailey shared that Lumpkin Street Tap grant will go before City Council next Tuesday. We are waiting for the final design engineering for a small streetscape and speed table for the Church St. corridor. The City received a parking lot estimate for Wayne St

IV. COUNTY UPDATE

There was no update from the County.

V. ECONOMIC DEVELOPMENT UPDATE

1. Logan Propes, City Administrator, shared that there was a lot going on but much could not be discussed per the request of some of the owners involved. The Hotel RFQ will close this month.

VI. COMMUNITY WORK PLAN & REPORTS

1. Downtown Design

Ms. Daniels thanked Chairwoman Anderson for doing the planters downtown. The statues are still a hit, and we have many visitors coming to town to see them. The mention of murals came back up for discussion. The plan is to reach out to Laura Gross, and to scout out a smaller location.

2. Redevelopment Projects

118 W. Spring St. continues to move forward.

3. Entertainment Draws

Ms. Daniels shared that the concert went well. Placer had us at 4.1 thousand people in town that night. The stakeholder's reception went smoothly and we had many in attendance. Bouquet day is Saturday, for every ten dollars that is spent with a business, the customer will receive a stem and by the end of the day, they should have a bouquet. The market should still be happening. Crepe Myrtle Festival is quickly approaching. We have over 100 vendors- we have also adjusted the time in hopes that it will be better accommodating for the weather.

VII. PROGRAMS

1. Farmers Market

Farmers Market is going great! Artisan Market is the first Saturday of the month, and we have a huge turnout on those Saturdays.

VIII. FUNDING

1. Sponsorship

Those that pay monthly/quarterly continue to trickle in. We are still sitting at the $88,000-$90,000 mark.

2. Community Event Grants

There were no community event grants.

IX. NEW BUSINESS

1. DDA Retreat

   Mrs. Daniels shared that she would like the DDA to pick a retreat date. The date chosen was August 4th at 8:30 at the Welcome Center.

X. ANNOUNCEMENTS

1. **Next Meeting – June 12, 2025 at 8:00 at City Hall**

XI. ADJOURN- 8:37

Motion by Holder, seconded Collin.
Passed Unanimously

CITY OF MONROE
CONVENTION & VISITORS BUREAU AUTHORITY
MAY 8, 2025 – 9:00 A.M.

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

Those Present:	Lisa Reynolds Anderson	Chairman
	Meredith Malcom	Vice-Chairman
	Chris Collin	Board Member
	Whit Holder	Board Member
	Andrea Gray	Secretary
	Lee Malcom	City Council Representative
	Clayton Mathias	Board Member
	Brittany Palazzo	Board Member

Those Absent:

Staff Present: Logan Propes, Chris Bailey, Sandra Daniels, Laura Beth Caudell, Brian Wilson, Kaitlyn Stubbs

Visitors:

I. CALL TO ORDER- 9:01am

1. Roll Call

Chairman Anderson noted that all Committee Members were present. There was a quorum.

2. Approval of Previous Meeting Minutes

a. March 13, 2025 Minutes

To approve the minutes as presented.

Motion by Holder, seconded by Collin.
Passed Unanimously

b. April 10, 2025 Minutes

To approve the minutes as presented.

Motion by Collin, seconded by Mathias.
Passed Unanimously

3. Approval of Financial Statements

a. February Financials

To approve the February 2025 Financials.

Motion by Malcom, seconded by Mathias.
Passed Unanimously

b. March Financials
To approve the March 2025 Financials.

Motion by Malcom, seconded by Gray.
Passed Unanimously

II. CHAIRMAN UPDATE

Chairwoman Anderson mentioned how pleased she was with Monroe and all of its visitors.

III. DIRECTOR UPDATE

Ms. Daniels shared that we own the domain for experiencemonroe.com.
The Mainstreet staff is excited for all that is taking place in the Welcome Center and cannot wait to get everyone moved in. The 1821 Shoppe is gaining traction and is continuing to grow.

IV. OLD BUSINESS

QR code plaques have arrived.

V. NEW BUSINESS

Ms. Malcom shared that the City Council will be moving towards impact fees.
Rivian has reached out to be apart of the Monroe community.

VI. ANNOUNCEMENTS

1. **Next Meeting – June 12, 2025 at 9:00 am at City Hall**

VII. ADJOURN -9:24am

Motion by Collin, seconded by Mathias.
Passed Unanimously

MAYOR AND COUNCIL MEETING June 10, 2025 6:00 P.M.

The Mayor and Council met for their Regular meeting.

Those Present:	John Howard	Mayor
	Lee Malcom	Vice-Mayor
	Julie Sams	Council Member
	Adriane Brown	Council Member
	Tyler Gregory	Council Member
	Greg Thompson	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Paul Rosenthal	City Attorney
	Russell Preston	City Attorney
Absent:	Myoshia Crawford	
	Charles Boyce	

Staff Present: Danny Smith, Jeremiah Still, RV Watts, Andrew Dykes, Beth Thompson, Rodney Middlebrooks, Brian Wilson, Mike McGuire, Chris Bailey, Kaitlyn Stubbs

Visitors: Laura Powell, Gabriel Morris, Franklin and Lula Johnson, Moshe Webster, Andrea Wells, 6U Girls Sounders Soccer Team, Jayne Sinclair, Penny Anderson, Marvin and Brenda Fears, Joe Grizzle, and Will Derzis

I. CALL TO ORDER – JOHN HOWARD

1. Invocation

Council Member Lee Malcom gave the invocation.

2. Roll Call

Mayor Howard noted that all Council Members were present except Myoshia Crawford and Charles Boyce. There was a quorum.

3. Amend Agenda

Need to amend the agenda to add presentation of Seattle Sounders girls' soccer team

4. Approval of Agenda

Motion by Thompson, seconded by Brown. Passed Unanimously

5. Approval of Consent Agenda

a. April 15, 2025 Planning Commission Minutes
b. April 22, 2025 HPC Minutes
c. May 6, 2025 Called Session Minutes
d. May 13, 2025 City Council Minutes
e. May 13, 2025 Executive Session Minutes
f. May 28, 2025 Called Session Minutes
g. May 28, 2025 Executive Session Minutes

To approve the consent agenda as presented.

Motion by Gregory, seconded by Sams.
Passed Unanimously

II. PUBLIC FORUM

1. Public Presentation

Seattle Sounders Soccer Team- The 6U Seattle Sounders went undefeated this year, and won the championship game.

Kade and Koen Eason- Star Readers- recognized for reading 1,000 books before Kindergarten

Monroe Estates- Volunteer Recognition- recognized for helping to take care of and maintain the common areas that have been neglected within Monroe Estates.

2. Public Comment

Brenda Fears- shared her frustrations with the state of Monroe Estates. She said stepping outside is like stepping into the ghetto. It is overgrown.

Joy Wilson- making an official request for grant funding toward long–term stability home and work.

Seifollah Aliahanbari-shared that due to the zoning change his property can no longer be used for what is has been used for in the past. The plan is for him to meet with the City of Monroe planning team to go through appropriate uses for his property now that we have had zoning changes.

Franklin Johnson- Shared his same frustrations with the overgrown state of Monroe Estates.

Jayne Sinclair- would like for GDOT to put more speed signs along 78 so that people are more aware of the speeds along this route.

III. BUSINESS ITEMS

1. City Administrator Update- Logan Propes

2. Assistant City Administrator Update- Chris Bailey

3. Department Reports

a. Monthly Central Services Report- Chris Croy
b. Monthly Code Report- Logan Propes
c. Monthly Economic Development Report- Brian Wilson
d. Monthly Finance Report- Beth Thompson
e. Monthly Fire Report- Chief Dykes
f. Monthly Police Report- RV Watts
g. Monthly Solid Waste Report- Danny Smith
h. Monthly Streets & Transportation Report- Jeremiah Still
i. Monthly Telecom Report- Mike McGuire
j. Monthly Water, Sewer, Gas & Electric Report- Rodney Middlebrooks

4. Department Requests

a. Approval for Jacks Creek Wastewater Treatment Engineering

Mr. Middlebrooks- asking for the approval to proceed with the engineering services with Weidman and Singleton for the design and bidding out of the wastewater sewer plant expansion. This will double our capacity at the plant. It is for $1,619,665. Mr. Propes

recommended using the Utility Capital Reserve, which will get us kick started.

Motion to approve by Dickinson, Seconded by Gregory
Passed unanimously

IV. NEW BUSINESS

1. Public Hearing

a. Post Award RDF Public Hearing

Mr. Gabe Morris with our Grant Administrator, Carter and Sloope went over the award. He shared this was the official post award public hearing the redevelopment fund application that was submitted and awarded. The award date from DCA is April 1st. This redevelopment fund project is for the rehabilitation of the Old Ford Building. The Old Ford building is being rehabilitated with a million dollars in loan assistance from DCA. This award is a little bit different that the standard CDBGs that the City is used to because it is a redevelopment process, so it was a grant to the city that is then being loaned out to the developer. Kickoff meeting with the DCA staff will be upcoming. They will review everything submitted so far and make sure that our paperwork is off to a good start.

Public Comment

No public comment

b. Environmental Variance #3757 – 311 Stokes St.

Mr. Propes shared that an administrative special exception variance has been granted to the property owner to reduce the principal front building setback and accessory building setback by 20%. That is allowable under our code rules; however, there has been an additional petition to make the project feasible. They are seeking an environmental variance asking for a reduction of the 25-foot impervious setback. This setback is attached to the 50 foot undisturbed stream buffer. The owner proposes to raise an existing single-family dwelling and replace it with a new single-family dwelling.

Public Comment

No public comment

2. New Business

a. Environmental Variance #3757 – 311 Stokes St**.**

Motion to approve by Dickinson, Seconded by Malcom
Passed unanimously

b. Mauldin & Jenkins 2024 Financial Report

Will Derzis with Mauldin & Jenkins gave an analysis of the annual audit they do with the City of Monroe.

Motion to approve by Malcom, Seconded by Sams
Passed unanimously

c. Application – Beer & Wine on Premise Consumption – Your Pie

Motion to approve by Sams, Seconded by Brown
Passed unanimously

d. Application - Spirituous Liquors and Beer & Wine On – Premise Consumption – Red Crawfish

Motion to approve by Malcom, Seconded by Sams
Passed unanimously

e. Application – Beer & Wine Package Sales – 914 Broad St.

Motion to approve by Sams, Seconded by Malcom
Passed unanimously

f. Application – Brewery – Grizzle Beer

Motion to approve by Thompson, Seconded by Sams
Passed unanimously

I. DISTRICT ITEMS

1. District Updates

a. Malcom- Thank you to City staff for all that was done during the storms this past weekend. Power still out on W Spring st, but they were all very respectful and understood.

b. Sams- Thank you to the City staff for getting everything cleaned up so quickly.

c. Brown- Thank you to the City staff for the hard work during the storms. Also, a thank you to the Monroe Estates delegation for coming in and speaking about what is going on in their community. A reminder to everyone about Habitat for Humanity's book bag and health fair that is coming up on Saturday July 26th. In addition, on July 19th Shepherds House will be having a family fun day!

d. Gregory-Thank you to the City staff for getting the city cleaned up so quickly.

e. Thompson- Starting to get questions about the traffic in downtown. Mr. Thomson asked for a quick overview of what is going on with the bypass. Mayor Howard shared that we were on track and ahead of schedule. GDOT is saying October. Mr. Propes shared that another big piece of this is the traffic signal project at 78 and 11. GDOT finally understands the need for this. Our engineers have submitted a permit this past week.

2. Mayoral Update

a. Mayor Howard shared that the Liverpool group came to town and they learned about Southern Hospitality. Many great comments from groups that continue to visit here. Recognizing Laura Powell.

II. ADJOURN TO EXECUTIVE SESSION

Motion by Thompson, Seconded by Brown
Passed unanimously

III. EXECUTIVE SESSION

1. Real Estate

Motion to Adjourn out of Executive Session

Motion by Malcom, Seconded by Thompson
Passed unanimously

Meeting Called Back to Order at 7:45pm

IV. ADJOURN- 7:47pm

Motion by Thompson, Seconded by Malcom
Passed unanimously

_____ _____

John Howard, Mayor **Logan Propes, City Clerk**

MAYOR AND COUNCIL MEETING June 10, 2025 6:00 P.M.

The Mayor and Council met for an Executive Session

Those Present:	John Howard	Mayor
	Lee Malcom	Vice-Mayor
	Julie Sams	Council Member
	Adriane Brown	Council Member
	Tyler Gregory	Council Member
	Greg Thompson	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Paul Rosenthal	City Attorney
	Russell Preston	City Attorney
Absent:	Charles Boyce	
	Myoshia Crawford	

Staff Present:

I. CALL TO ORDER – JOHN HOWARD

1. Roll Call

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

II. Real Estate (s)

1. Real Estate (s)

Real Estate issues were discussed.

III. Adjourn to Regular Session- 7:45 pm

Motion to approve by Malcom, Seconded by Thompson
Passed unanimously

_____ _____

John Howard, Mayor **Logan Propes, City Clerk**

CENTRAL SERVICES, BUILDINGS & GROUNDS, PARKS, GUTA, AND AIRPORT

MONTHLY REPORT

JULY

2025

CENTRAL SERVICES

MONTHLY REPORT

JULY 2025

	2025 January	2025 February	2025 March	2025 April	2025 May	2025 June	2024 June	2024 July	2024 August	2024 September	2024 October	2024 November	2024 December	Monthly Average	Yearly Totals
SAFETY PROGRAMS															
Facility Inspections	2	8	8	9	8	9	7	9	13	2	8	0	6	6.8	89
Worksite Inspections	4	1	16	16	18	15	1	4	1	4	17	8	4	8.4	109
Employee Safety Classes	8	8	14	8	6	6	7	7	8	8	8	8	6	7.8	102
Attendance	60	71	63	36	32	28	35	24	31	42	38	33	30	40.2	523
PURCHASING															
P-Card Transactions	577	573	693	634	578	594	522	494	553	625	539	447	458	560.5	7,287
Purchase Orders	82	85	106	69	79	60	121	101	109	52	131	94	70	89.2	1,159
Total Purchases	659	658	799	703	657	654	643	595	662	677	670	541	528	649.7	8,446
Sealed Bids/Proposals	2	3	3	4	1	1	4	2	4	4	1	4	2	2.7	35
INFORMATION TECHNOLOGY															
Workorder Tickets	58	55	80	69	95	69	52	64	70	48	59	49	24	60.9	792
Phishing Fail Percentage	2.5%	1.8%	0.4%	2.2%	1.2%	1.1%	1.5%	1.5%	2.6%	0.7%	N/A	0.7%	0.4%	1.4%	
MARKETING															
Job Vacancies	6	8	8	12	10	10	9	10	12	11	10	9	9	9.5	124
Social Media Updates	41	46	56	68	58	63	41	40	38	41	33	36	37	46.0	598
GROUNDS & FACILITIES															
Contractor Acres Mowed	188.7	188.7	188.7	188.7	188.7	188.7	188.7	188.7	188.7	188.7	188.7	188.7	188.7	188.7	2,452.9
Trash Collection	2,800	6,140	3,100	4,180	5,580	4,020	4,150	3,960	2,940	3,450	3,440	2,520	2,260	3,733.8	48,540.0
Crew Acres Mowed	98.6	98.6	98.6	98.6	98.6	98.6	102.6	102.6	102.6	102.6	102.6	98.6	98.6	100.1	1,301.8

AIRPORT

MONTHLY REPORT

JULY 2025

	2025 January	2025 February	2025 March	2025 April	2025 May	2025 June	2024 June	2024 July	2024 August	2024 September	2024 October	2024 November	2024 December	Monthly Average	Yearly Totals
100LL AVGAS															
100LL AvGas Sale Price	$5.79	$5.39	$5.39	$5.39	$5.39	$5.39	$5.79	$5.79	$5.79	$5.79	$5.79	$5.79	$5.79	$5.64	
Transactions	49	80	64	109	84	137	57	60	77	63	65	31	57	71.8	933
Gallons Sold	992.6	1,718.6	1,472.4	2,855.8	2,243.8	2,763.5	1,306.7	1,486.1	1,887.0	1,249.8	1,561.2	749.8	1,322.5	1662.3	21,609.9
AvGas Revenue	$5,747.42	$9,263.25	$7,936.38	$15,392.91	$12,094.25	$14,895.21	$7,565.83	$8,598.92	$10,928.89	$7,236.47	$9,039.08	$4,341.31	$7,657.17	$9,284.39	$120,697.09
AvGas Profit/Loss	$995.64	$1,565.21	$1,338.92	$2,610.92	$2,351.57	$2,899.69	$865.10	$980.54	$1,258.69	$1,257.45	$1,574.43	$748.39	$1,331.43	$1,521.38	$19,777.98
GENERAL REVENUE/EXPENSE															
Hangar Rental	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$4,200.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$5,000.00	$4,938.46	$64,200.00
Lease Agreements	$4,527.57	$4,527.57	$4,527.57	$4,527.57	$4,623.37	$4,623.37	$4,477.57	$4,477.57	$4,477.57	$4,477.57	$4,477.57	$4,477.57	$4,477.57	$4,515.39	$58,700.01
Grounds Maintenance	$535.00	$535.00	$535.00	$535.00	$535.00	$535.00	$535.00	$535.00	$3,535.00	$535.00	$535.00	$535.00	$535.00	$765.77	$9,955.00
Buildings Maintenance	$608.22	$608.22	$608.22	$608.22	$608.22	$608.22	$530.00	$530.00	$530.00	$530.00	$530.00	$530.00	$530.00	$566.10	$7,359.32
Equipment Maintenance	$1,705.62	$126.90	$126.90	$126.90	$126.90	$126.90	$126.90	$126.90	$126.90	$126.90	$126.90	$126.90	$126.90	$248.34	$3,228.42
Airport Profit/Loss	$4,834.85	$7,200.27	$6,973.98	$8,245.98	$8,082.43	$8,631.55	$5,728.38	$6,643.82	$3,921.97	$6,920.73	$7,237.71	$6,411.67	$6,994.71	$6,756.00	$87,828.05

PROJECTS

Department:	Project Name:	Status:
Buildings	Visitor Center Exterior	Complete
Budlings	Visitor Center Interior	Open
Parks	Monument Park	Complete
Airport	Hangar Site Development	Open
Central Services	Cell Tower Agreements	Open
Buildings	City Hall Chiller Replacement	Open (Chiller 3 Replaced)
Airport	Obstruction Removal	Open
Central Services	Easement	Open
Airport	AWOS Survey	Open
Parks	Cameras	Open

PROCUREMENT

Open Bid/RFQ:	Closing Date:
Natural Gas Main Replacement – Rowe Roads	Friday 1/31/2025 (Closed)
Downtown Hotel Development Project	Thursday 5/15/2025 (Closed)
Trailer-Mounted, Diesel-Powered Pump	Friday 4/25/2025 (Closed)

Information regarding our current bids and proposals can be found on the City of Monroe website.

INFORMATION TECHNOLOGY

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

CODE DEPARTMENT

MONTHLY REPORT

JULY 2025

The Code Department of the City of Monroe respectfully submits this report to the Mayor and Council. It is the intent of this report to highlight statistics, specific job duties, and any job functions related to the Code Department during the time of June 1, 2025, through June 30, 2025.

Planning Commission – June 2025:

- Rezone M-1 to B-3; 1521 S. Broad St., for a commercial development including a convenience store with fuel pumps and retail
  - Recommendation: Approval
- Conditional Use – Convenience Store with Fuel Pumps; 1521 S. Broad St.
  - Recommendation: Approval

Historic Preservation Commission – June 2025:

NOTE: A quorum was not formed at the June meeting. 2 of the 4 members were not present.

- COA Request for a Fence; 229 E. Marable St., to install a fence along the boundary of the property
  - Decision: Approved by Default under Code of Ordinances Section 54-129(b)
- COA Request for a Fence; 231 E. Marable St., to install a fence along the boundary of the property
  - Decision: Approved by Default under Code of Ordinances Section 54-129(b)

Department Statistics:

- Code Inspections: 55[⬇35]
- Total Permits Written: 8243[⬆39]
- Amount collected for permits: $20,492.63
- Check postings for General Ledger: 166

Licenses:

New Alcohol Licenses Applications: 3

- Catch 22 Gastro Pub – 136 N Broad St
- Amici Walton LLC – 132 E Church St **(Change of Ownership)**
- Broad 1312 LLC – 1312 S Broad St

Business License Additions: 4
Number of Employees: 40 (DDA: 34)

- 914 Broad LLC DBA Valero Food Mart – 914 N Broadt St **(Change of Ownership)**
- Amici Walton LLC DBA Amici Monroe – 132 E Church St **(Change of Ownership) (DDA)**
- Sunday Ivory LLC – 1029 Stone Creek Lane **(Residential)**
- Supermercado El Mana – 800 W Spring St

Business License Deletions: **3**
Number of Employees: 42 (DDA: 37)

- Izzy Lee LLC DBA Design Clips – 2120 W Spring St, Ste 1300
- Amici Monroe LLC – 132 E Church St **(Change of Ownership) (DDA)**
- DMS Investments LLC DBA Amoco Food Mart – 914 N Broad St **(Change of Ownership)**

Development Projects – June 2025:

Commercial

Review Phase:

- 114 S. Broad St. and Wayne St.; Oak & Vine, outdoor space renovation and site improvements

Approved Plans (Construction/Site Development Not Started):

- 121 Victory Dr.; Cell Phone Tower
- 1974 W Spring St.; America's Best
- 800 W. Spring St.; Super Mercado El Mana-Monroe
- 920 Birch St.; Oglethorpe Power & Mechanical (Accessory) Building

Tenant Build-Outs (Existing Commercial Buildings):

- Monroe Pavilion
    - PPG Monroe Primary Care Office

New Construction/Site Development:

- 130 Bankers Blvd.; car wash, under construction
- Reliant Homes Corporate Office: under construction
- 150 Vine St.; Nucor Warehouse, under construction
- Monroe Airport T-Hangers; under construction
- 800 W. Spring St.; Super Mercado El Mana-Monroe
- Lill Lofts at 200 Barrett St.; Mixed-Use Development (Renovation & Remodel)
- 511 N. Broad St.; Pleasant Paws Dog Kennel; under construction

Renovations & Remodels:

- 210 Cherry Hill Rd.; Lugo Construction (Remodel)
- 208 S. Broad St.; Ford Building (Remodel), Future Grizzle Bear Brewery
- 709 Breedlove Dr.; Ridgeview Institute
- 1312 S. Broad St.; Convenience Store (former pawn shop)
- 500 Great Oaks Drive, Suite 9; Loco Mexican Snack

Misc. Projects:

- Brown Oil Remediation; E. Spring Street

Residential

Review Phase:

- Carson Pointe; 707 S. Madison Ave., Single-Family Residential, 4 lots

New Site Development/Project Construction:

- The Overlook of Monroe; Townhomes, 7 Total Townhomes, 3 remaining undeveloped
- The Vines of Monroe; Single-Family Residential Subdivision, 220 Lots, under construction with 1st phase near completion
- Hambrick Station; Single-Family Residential Subdivision, 56 Lots, site development in progress
- River Pointe; Single-Family Residential Subdivision, 292 Lots, 1st phase complete, remaining phases concurrently under development.

New Subdivision/Residential Development:

- Rivers Edge Phase 1; 105 Lots, no permits requested at this time
- Brookland Commons; 142 Units (98 Single-Family Detached Lots & 44 Townhome Lots)

- Building permits have been issued for some of the detached house construction has begun
- Development agreement between City and developer drafted and ready for execution at the July City Council Meeting

Preliminary & Final Plats:

Preliminary Plats:

- None under review actively

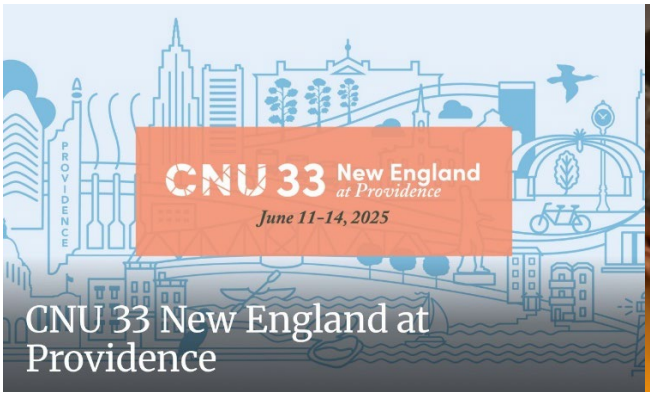
Final Plats:

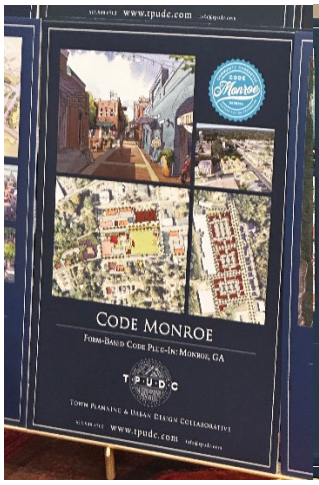
- River Pointe, Phase 1 – Single-Family Residential Subdivision; Cedar Ridge Rd. & Double Springs Church Rd.; 47 Lots
  - Scheduled for July City Council Meeting
- Tokyo Commercial – 3 Commercial Lots; 250 Hwy 138
  - Accepted for 30-day review on 7/2/25

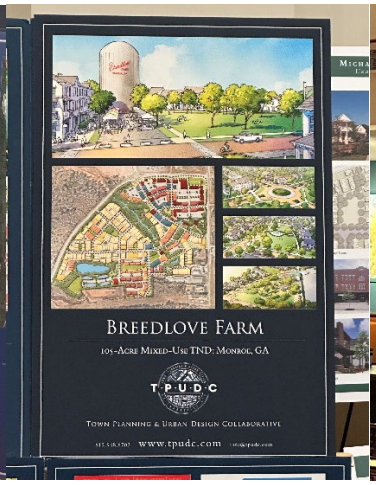
Conferences, Training, & Certifications:

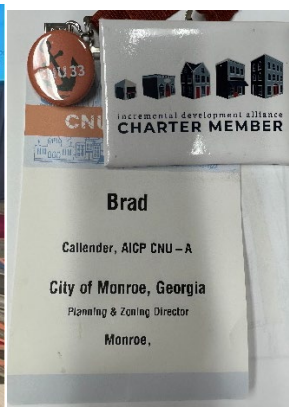
Brad Callender:

- Attended the 33rd Congress for the New Urbanism and 2025 Strong Towns National Gathering in Providence, Rhode Island – June 8th to June 15;th; conference attendance is required for AICP certification maintenance and CNU accreditation



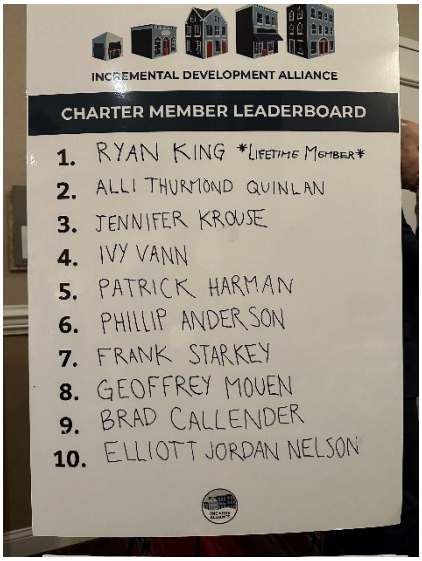






- Formed Strong Towns Monroe; group is now an active Local Conversation Group recognized by the Strong Towns movement; required to have the first meeting for formal recognition. Currently meeting with Strong Towns leadership regarding future publication of housing strategies for small cities and communities
- Became a Charter Member of the Incremental Development Alliance and was recognized as a top 10 member in Providence during CNU 33

STRONG TOWNS MONROE



- Became of member of the Urban Guild

Pre-Application & Future Project Discussion Meetings:

- 140 Vine Street – Preliminary discussions with attorney for property owner regarding non-compliance issues and future potential applications to the City
- 1302 Alcovy Street – Discussion and brief pre-application meeting letting City know the intent to de-annex from the City
- Hambrick Station – meeting and discussion about minimum residential dwelling design requirements for the development
- Breedlove Farms – meeting requested by developer; proposing alternative sewer treatment to start project prior to City completing the upgrades to the wastewater treatment plant
- 133 E. Church Street – Project discussion about improvements to streetscape on E. Church Street to coincide with renovations to permits issued for remodeling existing buildings

City Marshal Duty Summary – June 2025:

- Patrolled city daily.
- Removed 16 signs from the roadway.
- 586 repair/cleanup orders and Re-inspections
- Transported city funds for deposit to banks daily.
- "0" Investigations for utility tampering and theft cases.
- 28 citations issued
- Represented City Marshals office in Municipal Court.
- Handled 12 Directed Complaints called in or e-mailed to Code Office
- Placed or retrieved Re-zoning / Historical Zoning Signs as needed
- 1-9 Jun 25 vacation
- 10 Jun 25 and 19 Jun 25 MPD calendar tasking
- 10 Jun 25 and 18 Jun 25 SWAT training
- 12 Jun 25 HW78 traffic detail for HV line replacement after storm
- 19 Jun 25 Juneteenth
- 23-27 Jun 25 In-service training
- 17 Jun 25 GTOA training at Barrow County
- 25 Jun 25 CRTEN meeting at Morgan County
- 30 Jun 25 assisted CID with translating victim interview

CITY MARSHAL CASE SUMMARY

Goga					
6/11/2025	300B Tanglewood Dr	neighborhood standards	citation		closed
6/11/2025	300B Tanglewood Dr	tall grass and weeds	citation		closed
6/11/2025	633B Birch St	neighborhood standards	RC	25-Jun-25	closed
6/11/2025	637B Birch St	vehicle parked on improper surface	RC	25-Jun-25	closed
6/11/2025	531 Walton Rd	tall grass and weeds	RC	25-Jun-25	closed
6/11/2025	604 Lakeview Dr	neighborhood standards	RC	25-Jun-25	closed
6/11/2025	507 Walton Rd	neighborhood standards	RC	25-Jun-25	closed
6/11/2025	443 Sweetgum Dt	neighborhood standards	RC	25-Jun-25	closed
6/11/2025	443 Sweetgum Dt	tall grass and weeds	RC	25-Jun-25	closed
6/11/2025	443 Sweetgum Dt	vehicle parked on improper surface	RC	25-Jun-25	closed
6/13/2025	1702 Meadow Trace	tall grass and weeds	RC	27-Jun-25	closed
6/13/2025	1215 Meadow View Dr	neighborhood standards	RC	27-Jun-25	closed
6/13/2025	1203 meadow View Dr	tall grass and weeds	RC	27-Jun-25	closed

6/13/2025	1203 meadow View Dr	vehicle parked on improper surface	RC	27-Jun-25	closed
6/13/2025	917 Rosewood Ln	neighborhood standards	RC	27-Jun-25	closed
6/13/2025	917 Rosewood Ln	tall grass and weeds	RC	27-Jun-25	closed
6/13/2025	1006 Meadowalk Dr	tall grass and weeds	RC	27-Jun-25	closed
6/13/2025	301 East Marable St	neighborhood standards	RC	27-Jun-25	closed
6/13/2025	301 East Marable St	tall grass and weeds	RC	27-Jun-25	closed
6/16/2025	126 4th St	court ordered re-inspection	N/A		closed
6/16/2025	529 Lawrence St	court ordered re-inspection	N/A		closed
6/16/2025	326 Glen Iris Dr	court ordered re-inspection	N/A		closed
6/16/2025	1804 Meadowalk Dr	vehicle parked on improper surface	RC	30-Jun-25	closed
6/16/2025	1804 Meadowalk Dr	tree debirs	RC	30-Jun-25	closed
6/16/2025	1400 Meadow Ct	vehicle parked on improper surface	RC	30-Jun-25	closed
6/16/2025	1400 Meadow Ct	tall grass and weeds	RC	30-Jun-25	closed
6/16/2025	929 Creekside Way	vehicle parked on improper surface	RC	30-Jun-25	closed
6/16/2025	913 Creekside Way	tall grass and weeds	RC	30-Jun-25	closed
6/16/2025	825 Fawnfield Dr	tall grass and weeds	RC	30-Jun-25	closed
6/16/2025	622B East Marable St	neighborhood standards	RC	30-Jun-25	closed
6/18/2025	812 Fawnfield Dr	tall grass and weeds	RC	2-Jul-25	open
6/18/2025	812 Fawnfield Dr	tree debirs	RC	2-Jul-25	open
6/18/2025	423 North Broad St	tall grass and weeds	RC	2-Jul-25	open
6/18/2025	1113 Meadowalk Dr	junk vehicle	RC	2-Jul-25	open
6/18/2025	1113 Meadowalk Dr	tall grass and weeds	RC	2-Jul-25	open
6/18/2025	1113 Meadowalk Dr	vehicle parked on improper surface	RC	2-Jul-25	open
6/18/2025	822 Rosewood Ln	vehicle parked on improper surface	RC	2-Jul-25	open
6/18/2025	822 Rosewood Ln	gutters	RC	2-Jul-25	open
6/18/2025	822 Rosewood Ln	tall grass and weeds	RC	2-Jul-25	open
6/18/2025	814 Rosewood Ln	vehicle parked on improper surface	RC	2-Jul-25	open
6/18/2025	2060 West Spring St	not zoned for clothing donation boxes	RC	2-Jul-25	open
Gibbs					
6/2/2025	1106 South Broad St	Tall Grass and Weeds	RC	6/17/2025	Closed
6/2/2025	1106 South Broad St	Uncultivated Vegetation	RC	6/17/2025	Closed
6/2/2025	1106 South Broad St	Exterior Surface Treatment	RC	7/2/2025	Open
6/2/2025	412 Davis St	Tall Grass and Weeds	RC	6/17/2025	Closed
6/2/2025	412 Davis St	Uncultivated Vegetation	RC	6/17/2025	Closed
6/2/2025	313 Stokes St	Tall Grass and Weeds	RC	6/17/2025	Closed
6/2/2025	317 Stokes St	Neighbor Standards	RC	6/17/2025	Closed
6/2/2025	321 Stokes St	Neighbor Standards	RC	6/17/2025	Closed
6/2/2025	321 Stokes St	Unsecured Window	RC	6/17/2025	Closed
6/2/2025	321 Stokes St	Roof Structurally Sound	RC	7/2/2025	Open
6/2/2025	1320 Creekview Dr	Tall Grass and Weeds	RC	6/17/2025	Closed
6/2/2025	1320 Creekview Dr	Uncultivated Vegetation	RC	6/17/2025	Closed
6/3/2025	1325 Creekview Dr	Tall Grass and Weeds	RC	6/17/2025	Closed
6/3/2025	1240 Creekview Ct	Tall Grass and Weeds	RC	6/18/2025	Closed
6/3/2025	1419 Creekview Dr	Uncultivated Vegetation	RC	6/18/2025	Closed
6/3/2025	1409 Creekview Dr	Uncultivated Vegetation	RC	6/18/2025	Closed
6/3/2025	716 Country Club Dr	Neighbor Standards	RC	6/18/2025	Close
6/3/2025	716 Country Club Dr	Tall Grass and Weeds	RC	6/18/2025	Closed
6/3/2025	716 Country Club Dr	Uncultivated Vegetation	RC	6/18/2025	Closed
6/3/2025	800 E Church St	Tall Grass and Weeds	CITATION		Closed
6/3/2025	800 E Church St	Uncultivated Vegetation	CITATION	N/A	Closed
6/3/2025	800 E Church St	Tree Debris	CITATION	N/A	Closed
6/3/2025	800 E Church St	Neighbor Standards	CITATION	N/A	Closed

6/3/2025	255 Carwood Dr	Neighbor Standards	RC	6/18/2025	Closed
6/3/2025	255 Carwood Dr	Junk Vehicles	RC	6/18/2025	Closed
6/3/2015	255 Carwood Dr	Tree Debris	RC	6/18/2025	Close
6/3/2025	255 Carwood Dr	Vehicle Parked unproper Surface x 3	RC	6/18/2025	Closed
6/3/2025	255 Carwood Dr	Tall Grass and Weeds	RC	6/18/2025	Closed
6/4/2025	124 South Broad St	Exterior Surface Treatment	CITATION	N/A	Closed
6/4/2025	124 South Broad St	Exterior Walls	CITATION	N/A	Closed
6/4/2025	737 West Creek Dr	Neighbor Standards	RC	6/19/2025	Closed
6/4/2025	737 West Creek Dr	Junk Vehicles	RC	6/19/2025	Closed
6/4/2025	737 West Creek Dr	Commercial Vehicle	RC	6/5/2025	Closed
6/4/2025	737 West Creek Dr	Vehicle Parked unproper Surface	RC	6/5/2025	Closed
6/4/2025	1211 E Church St	Neighbor Standards	RC	6/19/2025	Closed
6/4/2025	1211 E Church St	Tall Grass and Weeds	RC	6/19/2025	Closed
6/4/2025	1211 E Church St	Exterior Walls	RC	7/7/2025	Open
6/4/2025	1211 E Church St	Exterior Surface Treatment	RC	7/7/2025	Open
6/4/2025	1217 E Church St	Neighbor Standards	RC	7/19/2025	Open
6/4/2025	1217 E Church St	Tall Grass and Weeds	RC	6/19/2025	Closed
6/4/2025	910 Davis St	Tall Grass and Weeds / Uncultivated Vegetation	CITATION	N/A	Closed
6/4/2025	910 Davis St	Neighbor Standards	CITATION	N/A	Closed
6/4/2025	910 Davis St	Exterior Surface Treatment	CITATION	N/A	Closed
6/4/2025	910 Davis St	Windows	CITATION	N/A	Closed
6/5/2025	1325 Church St / Owner	Neighbor Standards	CITATION	N/A	Closed
6/5/2025	1325 Church St / Owner	Junk Vehicles	CITATION	N/A	Closed
6/5/2025	1325 Church St / Occupant	Neighbor Standards	CITATION	N/A	Closed
6/5/2025	1325 Church St / Occupant	Junk Vehicles	CITATION	N/A	Closed
6/5/2025	1315 South Madison Ave	Neighbor Standards	RC	6/20/2025	Closed
6/5/2025	1315 South Madison Ave	Vehicles Parked Unproper Surface	RC	6/20/2025	Closed
6/5/2025	310 Pannell Rd	Neighbor Standards	RC	6/20/2025	Closed
6/5/2025	310 Pannell Rd	Junk Vehicles	RC	6/20/2025	Closed
6/5/2025	310 Pannell Rd	Vehicles Parked Unproper Surface	RC	6/20/2025	Closed
6/5/2025	310 Pannell Rd	Outside Storage	RC	6/20/2025	Closed
6/5/2025	310 Pannell Rd	Land Use Regulation	RC	6/20/2025	Closed
6/5/2025	638 Mill Stone Bluff APT A	Junk Vehicles	RC	6/20/2025	Closed
6/5/2025	933 Old Mill Point APT A and B	Exterior Surface Treatment	RC	7/7/2025	Open
6/5/2025	933 Old Mill Point APT A and B	Exterior Walls	RC	7/7/2025	Open
6/6/2025	325 Turner St	Tall Grass And Weeds	RC	7/9/2025	Open
6/6/2025	119 3 Rd St	Tall Grass and Weeds	RC	7/21/2025	Open
6/6/2025	119 3 Rd St	Neighbor Standards	RC	7/21/2025	Open
6/6/2025	1450 South Broad St Lot 165	Neighbor Standards	RC	7/21/2025	Open
6/6/2025	1450 South Broad St Lot 165	Skirting	RC	7/21/2025	Open
6/6/2025	226 1/2 Douglas St	Uncultivated Vegetation	RC	7/21/2025	Closed
6/6/2025	417 Red Oak Ct	Outside Storage	RC	7/21/2025	Closed
6/6/2025	1206 Fambrough Way	Neighbor Standards	RC	7/21/2025	Closed
6/6/2025	710 Heritage Ridge	Tall Grass and Weeds	RC	7/21/2025	Closed
6/6/2025	710 Heritage Ridge	Uncultivated Vegetation	RC	7/21/2025	Closed
6/9/2025	626 Oakwood Ln	Neighbor Standards	RC	6/24/2025	Closed
6/9/2025	626 Oakwood Ln	Outside Storage	RC	6/24/2025	Closed
6/9/2025	416 Spring Pl	Tree Debris	RC	6/24/2025	Closed
6/9/2025	416 Spring Pl	Uncultivated Vegetation	RC	6/24/2025	Closed

6/9/2025	934 Harvest Ln	Neighbor Standards	RC	6/24/2025	Close
6/9/2025	934 Harvest Ln	Uncultivated Vegetation	RC	6/24/2025	Closed
6/9/2025	836 Harvest Ln	Neighbor Standards	RC	6/24/2025	Closed
6/9/2025	836 Harvest Ln	Tree Debris	RC	6/24/2025	Closed
6/9/2025	607 Michael Cir	Tall Grass and Weeds	RC	6/24/2025	Closed
6/9/2025	607 Michael Cir	Outside Storage	RC	6/24/2025	Closed
6/10/2025	425 Magnolia St / Owner	Neighbor Standards	CITATION	N/A	Closed
6/10/2025	425 Magnolia St / Owner	Junk Vehicles	CITATION	N/A	Closed
6/10/2025	425 Magnolia St / Owner	Vehicles Parked Unproper Surface	CITATION	N/A	Closed
6/10/2025	425 Magnolia St / Occupant	Neighbor Standards	CITATION	N/A	Closed
6/10/2025	425 Magnolia St / Occupant	Junk Vehicles	CITATION	N/A	Closed
6/10/2025	425 Magnolia St / Occupant	Vehicles Parked Unproper Surface	CITATION	N/A	Closed
6/10/2025	231 Fambrough St	Hazardous Tree	RC	7/10/2025	Open
6/10/2025	126 Felker St	Tall Grass and Weeds	RC	6/25/2025	Open
6/10/2025	126 Felker St	Uncultivated Vegetation	RC	6/25/2025	Open
6/10/2025	126 Felker St	Vehicle Parked Unproper Surface	RC	6/25/2025	Open
6/10/2025	701 S Broad St	Neighbor Standards	RC	6/25/2025	Open
6/10/2025	701 S Broad St	Tall Grass and Weeds	RC	6/25/2025	Open
6/10/2025	701 S Broad St	Uncultivated Vegetation	RC	6/25/2025	Open
6/10/2025	1450 south Broad St Lot 230	Exterior Walls	CITATION	N/A	Closed
6/10/2025	1450 South Broad St Lot 230	Exterior Surface Treatment	CITATION		Closed
6/11/2025	228 Wheel House Ln APT A	Exterior Walls	RC	7/11/2025	Open
6/11/2025	228 Wheel House Ln APT A	Exterior Surface Treatment	RC	7/11/2025	Open
6/11/2025	228 Wheel House Ln APT B	Exterior Surface Treatment	RC	7/11/2025	Open
6/11/2025	228 Wheel House Ln Apt B	Exterior Walls	RC	7/11/2025	Open
6/11/2025	500 Washington St	Uncultivated Vegetation	RC	6/26/2025	Open
6/11/2025	118 Felker St	Neighbor Standards	RC	6/26/2025	Open
6/11/2025	118 Felker St	Tall Grass and Weeds Back Yard	RC	6/26/2025	Open
6/11/2025	118 Felker St	Uncultivated Vegetation	RC	6/26/2025	Open
6/11/2025	118 Felker St	Outside Storage	RC	6/26/2025	Open
6/11/2025	530 Chestnut Ln	Neighbor Standards	RC	6/26/2025	Open
6/11/2025	530 Chestnut Ln	Tall Grass and Weeds	RC	6/26/2025	Open
6/11/2025	338 Towler St	Camper Parked Unproper Surface	RC	6/26/2025	Open
6/11/2025	338 Towler St	Section 540.2 Camper more than 14 Days	RC	6/26/2025	Open
6/11/2025	1004 South Madison Ave	Pool (Green water from the road)	RC	6/26/2025	Open
6/11/2025	1004 South Madison Ave	Neighbor Standards	RC	6/26/2025	Open
6/11/2025	117 Walker Dr	Neighbor Standards	RC	6/26/2025	Open
6/11/2025	117 Walker Dr	Camper Parked Unproper Surface	RC	6/26/2025	Open
6/11/2025	117 Walker Dr	Section 540.2 Camper more than 14 Days	RC	6/26/2025	Open
6/12/2025	725 Wheel House Ln Apt A	Exterior Walls	RC	7/12/2025	Open
6/12/2025	725 Wheel House Ln Apt A	Exterior Surface Treatment	RC	7/12/2025	Open
6/12/2025	725 Wheel House Ln Apt B	Exterior Walls	RC	7/12/2025	Open
6/12/2025	725 Wheel House Ln Apt B	Exterior Surface Treatment	RC	7/12/2025	Open
6/12/2025	729 Wheel House Ln Apt A	Exterior Walls	RC	7/12/2025	Open

6/12/2025	729 Wheel House Ln Apt A	Exterior Surface Treatment	RC	7/12/2025	Open
6/12/2025	729 Wheel House Ln Apt B	Exterior Walls	RC	7/12/2025	Open
6/12/2025	729 Wheel House Ln Apt B	Exterior Surface Treatment	RC	7/12/2025	Open
6/12/2025	733 Wheel House Ln Apt A, B	Exterior Walls	RC	7/12/2025	Open
6/12/2025	733 Wheel House Ln Apt A, B	Exterior Surface Treatment	RC	7/12/2025	Open
6/12/2025	736 Whell House Ln Apt A	Exterior Walls	RC	7/12/2025	Open
6/12/2025	736 Wheel House Ln Apt A	Exterior Surface Treatment	RC	7/12/2025	Open
6/12/2025	736 Wheel House Ln Apt A	Tall Grass and Weeds	RC	7/12/2025	Open
6/12/2025	736 Wheel House Ln Apt A	Uncultivated Vegetation	RC	7/12/2025	Open
6/12/2025	736 Wheel House Ln Apt B	Exterior Walls	RC	7/12/2025	Open
6/12/2025	736 Wheel House Ln Apt B	Exterior Surface Treatment	RC	7/12/2025	Open
6/12/2025	736 Wheel House Ln Apt B	Tall Grass and Weeds	RC	7/12/2025	Open
6/12/2025	736 Wheel House Ln Apt B	Uncultivated Vegetation	RC	7/12/2025	Open
6/13/2025	739 Wheel House Apt A, B	Exterior Walls	RC	7/13/2025	Open
6/13/2025	739 Wheel House Apt A, B	Exterior Surface Treatment	RC	7/13/2025	Open
6/13/2025	224 Douglas St	Porches & Railing	RC	6/28/2025	Open
6/13/2025	224 Douglas St	Auxiliary structure	RC	6/28/2025	Open
6/13/2025	224 Douglas St	Uncultivated Vegetation	RC	6/28/2025	Open
6/13/2025	224 Douglas St	Windows	RC	6/28/2025	Open
6/13/2025	303 Walker Dr	Neighbor Standards	RC	6/28/2025	Open
6/13/2025	303 Walker Dr	Outside Storage	RC	6/28/2025	Open
6/13/2025	227 Atha St	Tall Grass and Weeds	RC	6/28/2025	Open
6/13/2025	227 Atha St	Uncultivated Vegetation	RC	6/28/2025	Open
6/13/2025	227 Atha St	Roof Structurally Sound	RC	7/13/2025	Open
6/13/2025	437 Plantation Dr	Tall Grass and Weeds	RC	6/28/2025	Open
6/13/2025	437 Plantation Dr	Uncultivated Vegetation	RC	6/28/2025	Open
6/13/2025	1450 South Side Lot 225	Exterior Surface Treatment	RC	7/13/2025	Open
6/16/2025	909 Lopez LN	Uncultivated Vegetation	RC	7/1/2025	Open
6/16/2025	559 Michael Cir	Neighbor Standards	RC	7/1/2025	Open
6/16/2025	559 Michael Cir	Outside Storage	RC	7/1/2025	Open
6/16/2025	559 Michael Cir	Uncultivated Vegetation	RC	7/1/2025	Open
6/16/2025	633 Michael Cir	Tall Grass and Weeds	RC	7/1/2025	Open
6/16/2025	633 Michael Cir	Uncultivated Vegetation	RC	7/1/2025	Open
6/16/2025	808 Davis St	Junk Vehicles	RC	7/1/2025	Open
6/16/2025	808 Davis St	Neighbor Standards	RC	7/1/2025	Open
6/16/2025	808 Davis St	Tall Grass and Weed	RC	7/1/2025	Open
6/16/2025	808 Davis St	Second Auxiliary Structure	RC	7/16/2025	Open
6/16/2025	743 Wheel House Ln Apt A, B	Exterior Walls	RC	7/16/2025	Open
6/16/2025	743 Wheel House Ln Apt A, B	Exterior Surface Treatment	RC	7/16/2025	Open
6/16/2025	750 Wheel House Ln Apt B	Exterior Walls	RC	7/16/2025	Open
6/16/2025	750 Wheel House Ln Apt B	Exterior Surface Treatment	RC	7/16/2025	Open
6/16/2025	747 Wheel House Ln Apt A, B	Exterior Walls	RC	7/16/2025	Open

6/16/2025	747 Wheel House Ln Apt A, B	Exterior Surface Treatment	RC	7/16/2025	Open
6/16/2025	750 Wheel House Ln Apt A	Tall Grass and Weeds	RC	7/16/2025	Open
6/16/2025	750 Wheel House Ln Apt A	Exterior Surface Treatment	RC	7/16/2025	Open
6/16/2025	750 Wheel House Ln Apt A	Exterior Walls	RC	7/16/2025	Open
6/17/2025	823 Thompson Ridge Dr	Tall Grass and Weeds	RC	7/2/2025	Open
6/17/2025	823 Thompson Ridge Dr	Uncultivated Vegetation	RC	7/2/2025	Open
6/17/2025	818 Thompson Ridge Dr	Tall Grass and Weeds	RC	7/2/2025	Open
6/17/2025	802 Thompson Ridge Dr	Tall Grass and Weeds	RC	7/2/2025	Open
6/17/2025	802 Thompson Ridge Dr	Uncultivated Vegetation	RC	7/2/2025	Open
6/17/2025	S Madison Ave @ E Norris St	Tall Grass and Weeds	RC	7/2/2025	Open
6/17/2025	321 Stokes St	Neighbor Standards	RC	7/2/2025	Open
6/17/2025	321 Stokes St	Roof Structurally Sound	RC	7/2/2025	Open
6/17/2025	321 Stokes St	Unsecure Windows	RC	7/2/2025	Open
6/17/2025	317 Stokes St	Unsecure Door	RC	7/2/2025	Open
6/17/2025	317 Stokes St	Neighbor Standards	RC	7/2/2025	Open
6/17/2025	Shops of Breedlove	Neighbor Standards	RC	7/2/2025	Open
6/18/2025	610 Harris St	Neighbor Standards	RC	7/3/2025	Open
6/18/2025	610 Harris St	Junk Vehicles	RC	7/3/2025	Open
6/18/2025	610 Harris St	Vehicles Parked Unproper Surface	RC	7/3/2025	Open
6/18/2025	516 Harris St	Power / Water needs to be turned on	RC	7/3/2025	Open
6/18/2025	516 Harris St	Tall Grass and Weeds	RC	7/3/2025	Open
6/18/2025	516 Harris St	Tree Debris	RC	7/3/2025	Open
6/18/2025	516 Harris St	Exterior Surface Treatment	RC	7/18/2025	Open
6/18/2025	516 Harris St	Roof Structurally Sound	RC	7/18/2025	Open
6/18/2025	255 Carwood Dr	Neighbor Standards	RC	7/3/2025	Open
6/18/2025	255 Carwood Dr	Junk Vehicles	RC	7/3/2025	Open
6/18/2025	255 Carwood Dr	Vehicles Parked Unproper Surface	RC	7/3/2025	Open
6/18/2025	255 Carwood Dr	Temporary structure needs to be maintained	RC	7/3/2025	Open
6/18/2025	1409 Creekview Dr	Tall Grass and Weeds	RC	7/3/2025	Open
6/18/2025	1409 Creekview Dr	Uncultivated Vegetation	RC	7/3/2025	Open
6/18/2025	1325 Creekview Dr	Tall Grass and Weeds	RC	7/3/2025	Open
6/18/2025	1017 Wheel House Ln Apt A	Tall Grass and Weeds	RC	7/3/2025	Open
6/18/2025	1017 Wheel House Ln Apt A	Neighbor Standards	RC	7/3/2025	Open
6/18/2025	1017 Wheel House Ln Apt F	Roof Structurally Sound	RC	7/18/2025	Open
6/20/2025	1034 Wheel House Apt B	Exterior Walls	RC	7/21/2025	Open
6/20/2025	1034 Wheel House Apt B	Exterior Surface Treatment	RC	7/21/2025	Open
6/20/2025	1034 Wheel House Apt A	Exterior Walls	RC	7/21/2025	Open
6/20/2025	1034 Wheel House Apt A	Exterior Surface Treatment	RC	7/21/2025	Open
6/23/2025	417 Red Oak Ct	Outside Storage	RC	7/8/2025	Open
6/23/2025	560 Breedlove Dr	Chickens	RC	7/8/2025	Open
6/23/2025	737 West Creek Dr	Neighbor Standards	RC	7/8/2025	Open
6/23/2025	737 West Creek Dr	Junk Vehicles	RC	7/8/2025	Open
6/23/2025	112 5TH ST	Neighbor Standards	RC	7/8/2025	Open
6/23/2025	112 5TH ST	Outside Storage	RC	7/8/2025	Open
6/23/2025	112 5TH ST	Tall Grass and Weeds	RC	7/8/2025	Open
6/23/2025	1042 Wheel House Ln Apt A, C, D	Exterior Walls	RC	7/21/2025	Open
6/24/2025	1042 Wheel House Ln Apt A, C, D	Exterior Surface Treatment	RC	7/21/2025	Open

6/24/2025	710 Heritage Ridge	Tall Grass and Weeds	CITATION		Closed
6/24/2025	710 Heritage Ridge	Uncultivated Vegetation	CITATION		Closed
6/24/2025	1046 Weel House Ln	Neighbor Standards	RC	7/24/2025	Open
6/24/2025	1046 Weel House Ln	Exterior Walls	RC	7/24/2025	Open
6/24/2025	1046 Weel House Ln	Exterior Surface treatment	RC	7/24/2025	Open

ECONOMIC DEVELOPMENT DEPARTMENT MONTHLY REPORT

July 2025

I. *Downtown Hotel RFQ*

a. Held kickoff meeting with selected developer to discuss options for downtown hotel design and financing on June 26.
b. Developer is currently working on creating models and further defining project requirements.
c. Follow-up meeting to take place week of August 11.

II. *City and Downtown Business Activity*

a. **Business License Additions – 4 (DDA – 1); Number of Jobs Added – 40 (DDA – 34)**

- 914 Broad LLC DBA Valero Food Mart – 914 N Broadt St **(Change of Ownership)**
- Amici Walton LLC DBA Amici Monroe – 132 E Church St **(Change of Ownership) (DDA)**
- Sunday Ivory LLC – 1029 Stone Creek Lane **(Residential)**
- Supermercado El Mana – 800 W Spring St

b. **Business License Deletions – 3 (DDA – 1); Number of Jobs Lost – 42 (DDA – 37)**

- Izzy Lee LLC DBA Design Clips **– 2120 W Spring St, Ste 1300**
- Amici Monroe LLC – 132 E Church St **(Change of Ownership) (DDA)**
- DMS Investments LLC DBA Amoco Food Mart **– 914 N Broad St (Change of Ownership)**

III. *City of Monroe Quarterly Vibrancy Report Tracking – FY25*

2025	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total
New Businesses	29	23			+52
Closed Businesses	27	24			-51

2025 DDA ONLY	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Total
New Businesses	4	5			+9
Closed Businesses	9	5			-14

Summary Financials May 2025

General Fund

General Fund revenue collections are at 30% of budget, while expenses are at 34% of budget for the month.

YTD LOST collections are slightly less than budget for May

YTD 2025 SPLOST collections are slightly less than budget

Collections for business license exceeded budget YTD by $74k

YTD Collections for building permits are @ $84k below budget as of May

Transfers in from the Utility Fund are at budget YTD

Utility Fund

Utility revenues are at 52% of budget, while expenses are at 51% of total bud get . Monthly utility bill collections are at 93%, while $26,052 were uncollected & turned over to the collection agency .

11,466 utility bills were mailed out

594 utility bill extensions granted

4,824,122 YTD Utility CIP & bond expenditures

93% of monthly extensions paid on time

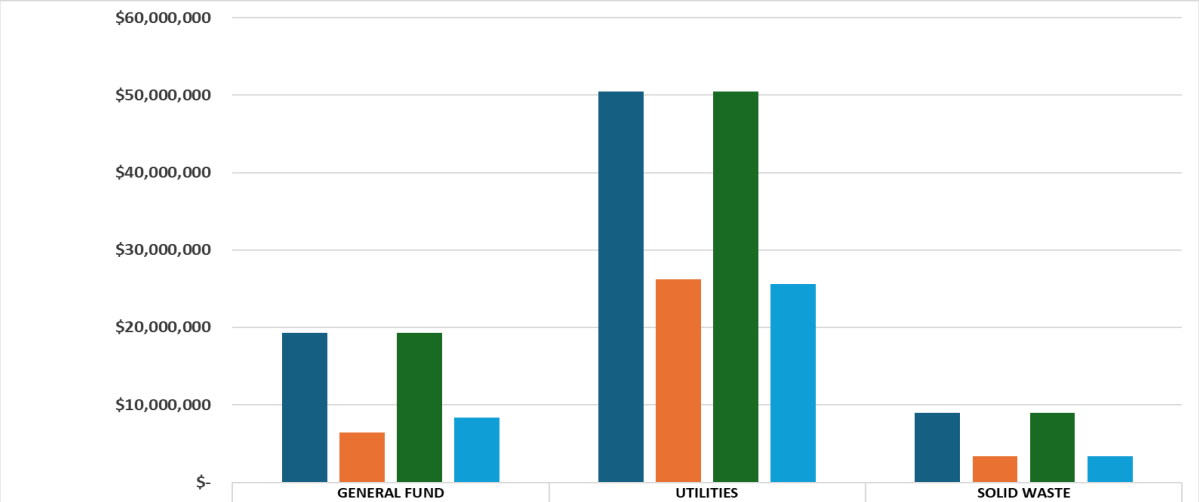
Solid Waste Fund

Solid Waste overall revenues are at 38% of total budget, while expenses are at 37% of budget for the month.

6,889 residential & commercial customers

Sanitation collections are @ $167k below budget as of April

Transfer Station collections are @ $180k below budget as of April



	GENERAL FUND	UTILITIES	SOLID WASTE
BUDGETED REVENUE	$19,314,606	$50,441,447	$9,006,164
COLLECTED	$6,444,766	$26,202,939	$3,405,495
BUDGETED EXPENDITURES	$19,314,606	$50,441,447	$9,006,164
EXPENDED	$8,329,578	$25,634,382	$3,344,033

Financial Report
May 2025

All financial reports are available online at our website or here
https://cleargov.com/georgia/walton/city/monroe

GENERAL FUND SUMMARY

GENERAL FUND REVENUES

TOTAL BUDGETED

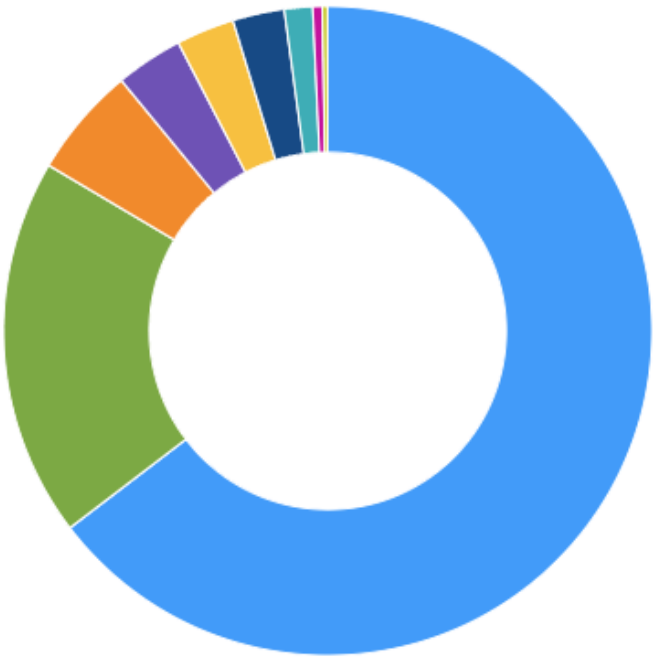
$19,314,606

COLLECTED TO DATE

(33% of budgeted collected to date)

$6,444,766

General Fund year-to-date revenues for the month totaled $6,444,766 which is 33% of total budgeted revenues of $19,314,606 for 2025. *Property Tax & Insurance Premium Tax collections make up @ 40% of total General Fund Revenues, which is not collected until the fourth quarter of each year.*



Taxes	64.6%
Other Financing	18.9%
Charges for Services	5.5%
Licenses and Permits	3.4%
Intergovernmental Revenues	2.9%
Fines and Forfeitures	2.6%
Misc Revenue	1.4%
Contributions and Donations From Private Sources	0.5%
Investment Income	0.3%

GENERAL FUND EXPENDITURES

TOTAL BUDGETED

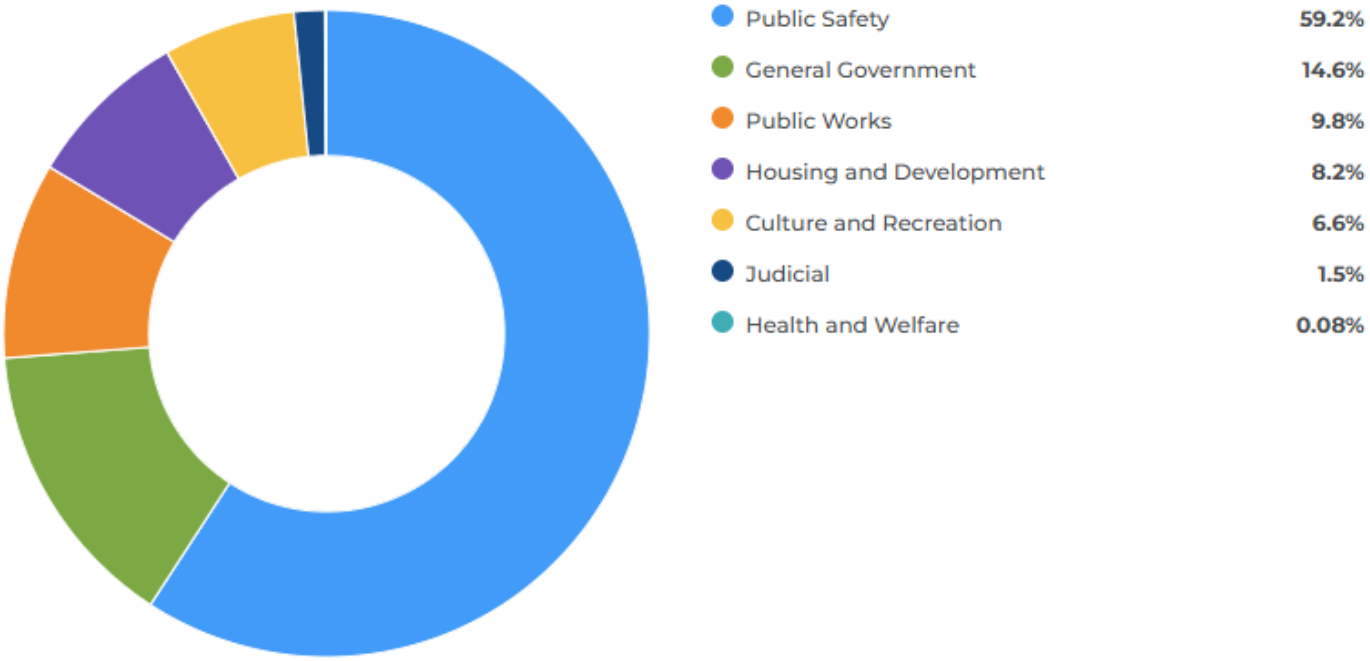
$19,314,606

EXPENDED TO DATE

(43% of budgeted used to date)

$8,329,578

General Fund year-to-date expenses for the month totaled $8,329,578 which is @ 43% total budgeted expenses of $19,314,606 for 2025.



UTILITY FUND SUMMARY

UTILITY FUND REVENUES

TOTAL BUDGETED

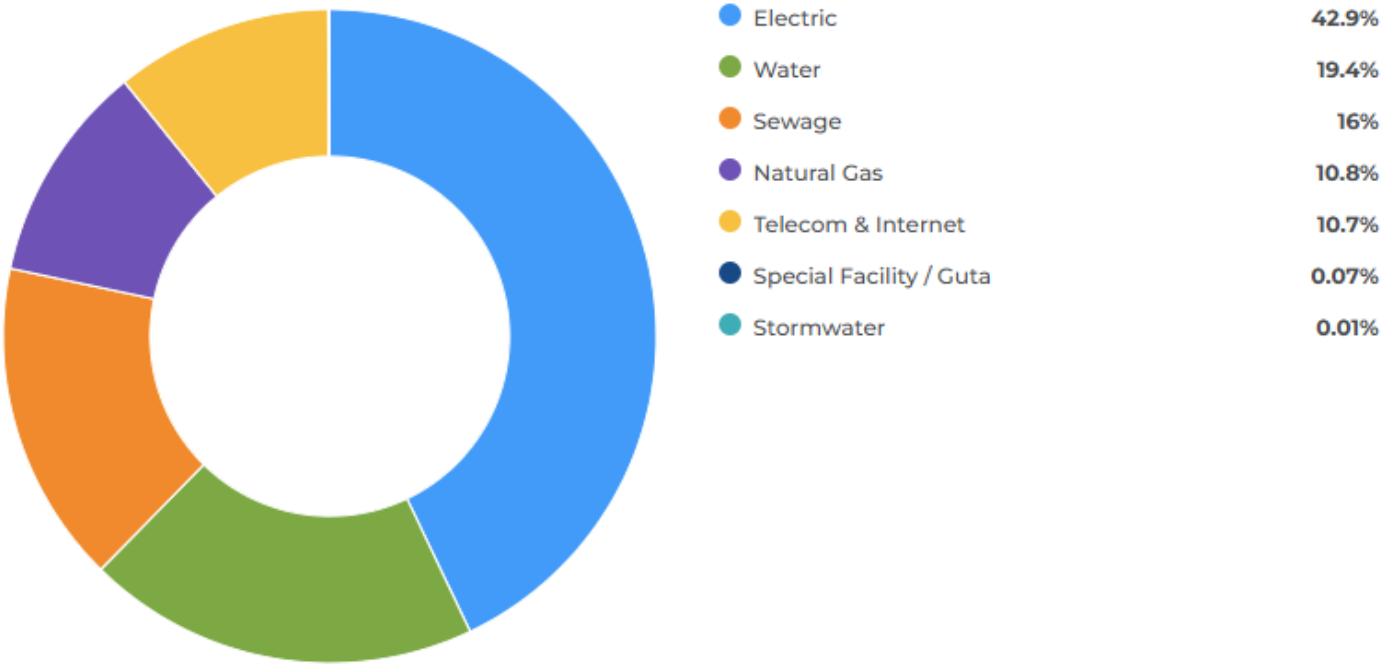
$50,441,447

COLLECTED TO DATE

(52% of budgeted collected to date)

$26,202,939

Utility Fund year-to-date operating revenues for the month totaled $23,126,435 *(excluding capital revenue).* This is @ 46% of total budgeted revenues of $50,441,447 for 2025. Capital revenues total $3,074,162.



UTILITY FUND EXPENDITURES

TOTAL BUDGETED

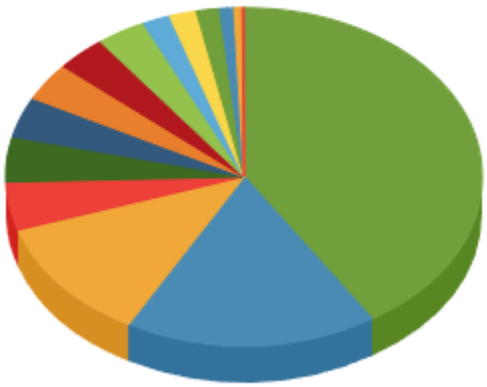
$50,441,447

EXPENDED TO DATE

(51% of budgeted used to date)

$25,634,383

Utility Fund year-to-date operating expenses for the month totaled $20,810,261 *(excluding capital expense)* which is @ 41% of total budgeted expenses of $50,441,447 for 2025. Year-to-date capital expenses totaled $4,824,122 which includes Utility Bond expenditures.



- Electric **(Actual) $5,790,644**
- Natural Gas **(Actual) $2,413,602**
- Telecom & Internet **(Actual) $1,670,377**
- Water **(Actual) $654,193**
- Water Treatment Plant **(Actual) $607,455**
- Sewage **(Actual) $550,125**
- Util Customer Service **(Actual) $515,238**
- Sewage Treatment Plant **(Actual) $480,637**
- Water Distribution System **(Actual) $471,905**
- Sewage Collection System **(Actual) $265,048**
- Central Services - Util **(Actual) $261,788**
- Utility Billing **(Actual) $223,010**
- Stormwater **(Actual) $134,861**
- Util Gen Admin Wsg **(Actual) $78,573**
- Cable Tv **(Actual) $14,390**
- Util Finance **(Actual) $-997,969**

SOLID WASTE FUND SUMMARY

SOLID WASTE FUND REVENUES

TOTAL BUDGETED

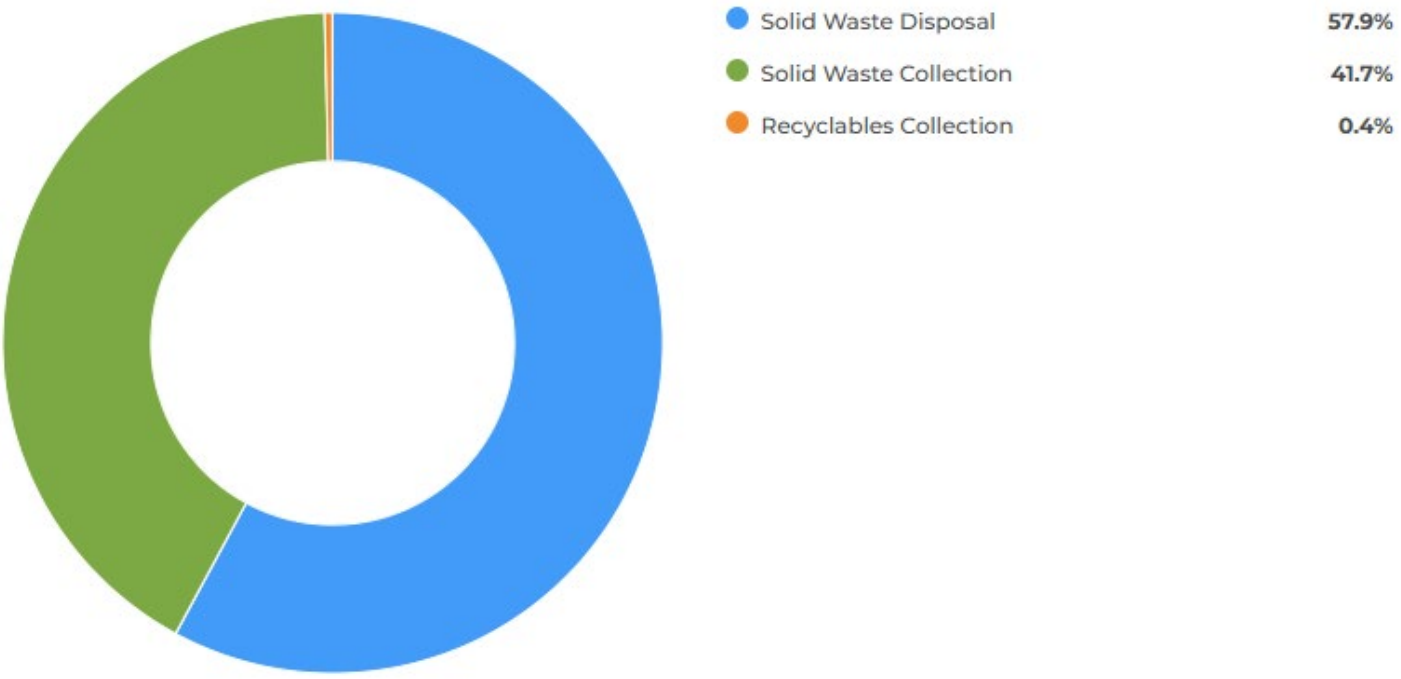
$9,006,164

COLLECTED TO DATE

(38% of budgeted collected to date)

$3,405,496

Solid Waste year-to-date revenues for the month totaled $3,405,496. This is @ 38% of total budgeted revenues $9,006,164 for 2025.



SOLID WASTE FUND EXPENDITURES

TOTAL BUDGETED

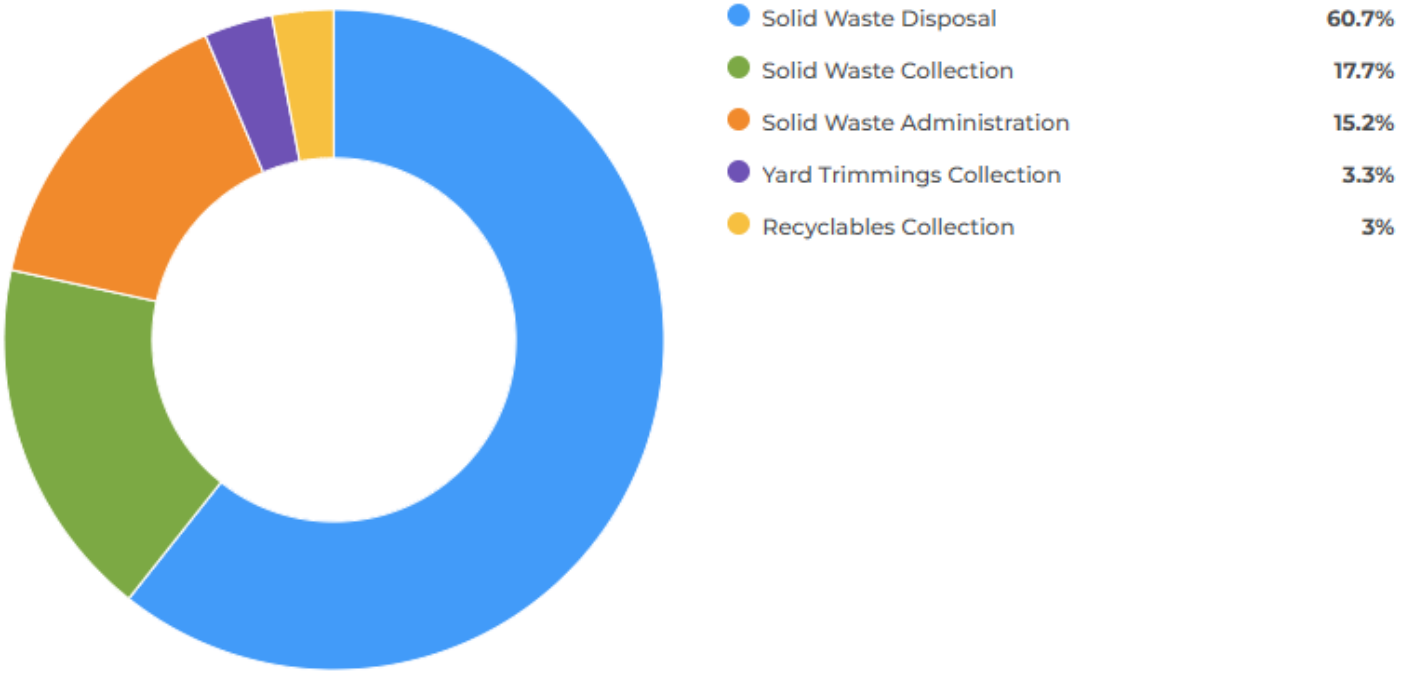
$9,006,164

EXPENDED TO DATE

(37% of budgeted used to date)

$3,344,033

Solid Waste year-to-date expenses for the month totaled $3,326,033 *(excluding capital expense)* which is @ 37% total budgeted expenses of $9,006,164. Year-to-date capital expenses totaled $18,000.



Cash balances for the City of Monroe at month end totaled **$54,938,116** including the utility bond funds.
The following table shows the individual account balances for the major funds

GOVERNMENTAL FUND	
General Fund Checking	787,568.88
Group Health Insurance Claims (Insurance Trust)	431,054.11
FSA	1,108.71
CAPITAL PROJECTS FUND	
Capital Improvement - General Government	2,739.99
SPLOST 2019	5,432,668.79
SPLOST 2025	854,316.86
SPECIAL REVENUE FUND	
Hotel/Motel	23,375.55
DEA Confiscated Assets Fund	120,127.45
Seized Fund Checking	68,648.68
Forfeiture Fund Checking	31,178.15
American Rescue Plan	180.74
ENTERPRISE FUND	
Solid Waste	899,005.99
Solid Waste Capital	773,970.63
Utility Revenue	1,768,008.32
Utility MEAG Short-Term Investment	9,218,840.76
Utility MEAG Intermediate Extended Investment	9,504,975.80
Utility MEAG Intermediate Portfolio Investment	4,957,714.41
Utility Tap Fees	2,071,668.38
2020 Util Bond Sinking Fund	954,971.19
2020 Bond Fund	14,767,198.92
Utility Customer Deposits (Restricted)	679,890.33
Utility Customer Deposits (Investment)	1,588,903.74

The total Utility Capital funds available at month end, $7,132,300, as broken down in the section below:

Utility Capital Improvement Cash Balance	4,060,632
Utility Revenue Reserve Cash Balance	1,000,000
Tap Fees Cash Balance	2,071,668
Total Current Funds Available	7,132,300

Utility Transfers

	CIP Transfer In	CIP Expensed	General Fund Transfer In
January	$ 473,875	$ (611,314)	$ 250,230
February	$ 566,301	$ (819,043)	$ 300,360
March	$ 570,795	$ (605,744)	$ 304,236
April	$ 501,371	$ (1,362,456)	$ 265,399
May	$ 463,827	$ (2,077,014)	$ 246,742
June			
July			
August			
September			
October			
November			
December			
YTD Total	**$ 2,576,170**	**$ (5,475,571)**	**$ 1,366,967**

Utility 2020 Bond Funds

	Original Budget	Updated Budget	Expenditures	Balance
Alcovy Sewer Line Extension	4,000,000	4,000,000	2,186,235	1,813,765
Loganville Water Transmission Line Extension	5,580,000	5,580,000	5,580,000	-
Broadband Fiber Extension	12,700,000	12,700,000	12,745,462	(45,462)
Blaine Station Telecom Building	478,648	633,193	633,193	-
Wastewater Treatment Plant Upgrades	7,500,000	5,500,564	5,512,888	-
Raw Water Line Upgrades	3,520,000	11,203,242	4,433,764	6,769,478
Water Tank Cherry Hill & Line Extension	3,000,000	4,065,000	1,826,267	2,238,733
East Walton Gas Line Extension	1,000,000	1,000,000	323,895	676,105
Future Water Transmission Line Extensions	1,700,000	1,601,831	1,601,831	-
Future Expansion Projects	5,771,352	-		-
Water Plant System Upgrades	3,000,000	4,614,282	4,616,357	-
Water Tank Northside of System	1,750,000	-	-	-
Bond Closing Fees from Bond Proceeds			435,942	(435,942)
	$50,000,000	$50,898,112	$39,895,833	$10,104,167

SPLOST Budgets

2019 SPLOST	Updated Budget	Total Revenue Received	Expenditures	Reimbursements	Balance
Transportation	$9,000,000	$12,620,870	$10,841,974	$2,665,921	$4,444,817
Parks	8,000,000	5,408,944	6,520,940	2,127,311	1,015,315
	$17,000,000	$18,029,815	$17,362,914	$4,793,232	$5,460,133

2025 SPLOST	Updated Budget	Total Revenue Received	Expenditures	Reimbursements	Balance
Transportation	$6,168,477	$353,915	$31,178	$695	$323,432
Parks	2,004,755	115,022	0	3	115,025
Public Safety	6,168,477	353,915	0	8	353,923
Public Facilities	1,079,484	61,935	0	1	61,937
	$15,421,193	$884,787	$31,178	$707	$854,316

General Fund

For Fiscal Period Ending: May 2025

		Original Total Budget	Current Total Budget	May 2025	YTD	Assumed June-Dec	Projected Year End 2025	Year End 2024
Revenue								
	1500 - GENERAL ADMIN	-	-		-	1,000	1,000	13,350
	1510 - FINANCE ADMIN	17,126,801	17,126,801	791,469	5,203,861	10,911,024	16,114,885	15,799,211
	1519 - INTERGOVERNMENTAL	273,857	273,857	28,861	77,723	199,456	277,179	264,964
	1565 - WALTON PLAZA	3,473	3,473	289	1,447	2,026	3,473	3,473
	2650 - MUNICIPAL COURT	425,000	425,000	-	112,816	263,263	376,079	423,230
	3200 - POLICE	131,000	131,000	6,186	45,582	106,326	151,908	270,934
	3500 - FIRE OPERATIONS	-	-	-	-	25,607	25,607	29,657
	3510 - FIRE PREVENTION/CRR	40,000	40,000	560	29,760	3,460	33,220	45,587
	4200 - STREETS & TRANSPORTATION	206,713	206,713	1,851	433,564	5,415	438,979	434,131
	5530 - COMMUNITY CENTER	28,075	28,075	4,583	22,917	25,700	48,617	48,617
	6100 - PARKS	-	-	-	-	42,580	42,580	42,580
	6200 - BLDGS & GROUNDS	-	-	-	-	21,360	21,360	-
	7200 - CODE & DEVELOPMENT	680,360	680,360	23,179	307,364	159,460	466,825	747,539
	7520 - ECONOMIC DEVELOPMENT	-	-	-	-	-	-	350
	7521 - MAINSTREET	190,500	190,500	23,389	114,776	100,305	215,081	196,551
	7563 - AIRPORT	208,827	208,827	22,132	94,956	123,513	218,469	200,461
Revenue Total:		**19,314,606**	**19,314,606**	**902,499**	**6,444,766**	**11,990,496**	**18,435,262**	18,520,635
Expense								
	1100 - LEGISLATIVE	301,110	301,110	32,548	139,437	126,854	266,291	275,282
	1300 - EXECUTIVE	1,017,877	1,017,877	60,850	288,803	338,393	627,196	603,124
	1400 - ELECTIONS	24,300	24,300	-	-	877	877	877
	1500 - GENERAL ADMIN	91,841	91,841	6,849	42,398	48,202	90,600	97,114
	1510 - FINANCE ADMIN	571,296	571,296	28,239	167,565	450,784	618,349	562,137
	1530 - LAW	167,500	167,500	-	51,208	73,517	124,725	146,330
	1560 - AUDIT	60,000	60,000	-	61,000	4,870	65,870	54,870
	1565 - WALTON PLAZA	587,314	587,314	146,980	267,872	321,140	589,012	589,588
	2650 - MUNICIPAL COURT	295,606	295,606	13,902	123,630	128,377	252,007	256,484
	3200 - POLICE	8,066,464	8,066,464	683,661	3,738,567	4,511,971	8,250,538	8,179,832
	3290 - CITY MARSHAL	163,775	163,775	16,320	56,017	-	56,017	512
	3500 - FIRE OPERATIONS	3,086,708	3,086,708	254,792	1,378,875	1,620,103	2,998,978	2,796,789
	3510 - FIRE PREVENTION/CRR	114,128	114,128	8,283	43,450	60,719	104,169	105,592
	4200 - STREETS & TRANSPORTATION	1,898,867	1,898,867	162,451	843,203	1,052,082	1,895,285	1,818,521
	5500 - COMMUNITY SERVICES	7,100	7,100	-	7,350	-	7,350	7,100
	5530 - COMMUNITY CENTER	9,130	9,130	290	10,162	11,011	21,173	21,077
	6100 - PARKS	420,390	420,390	42,447	186,782	392,953	579,734	563,102
	6200 - BLDGS & GROUNDS	699,019	699,019	78,460	287,770	493,112	780,883	762,906
	6500 - LIBRARIES	156,943	156,943	42	47,920	81,935	129,855	158,866
	7200 - CODE & DEVELOPMENT	755,505	755,505	61,510	294,504	393,660	688,164	717,594
	7400 - PLANNING AND ZONING	4,844	4,844	-	-	4,844	4,844	4,844
	7520 - ECONOMIC DEVELOPMENT	136,595	136,595	5,897	45,329	142,458	187,787	198,165
	7521 - MAINSTREET	410,459	410,459	44,489	161,758	254,929	416,687	385,908
	7550 - DOWNTOWN DEVELOPMENT	26,408	26,408	115	6,773	19,433	26,205	26,148
	7563 - AIRPORT	241,427	241,427	38,346	79,206	107,786	186,992	181,317
Expense Total:		**19,314,606**	**19,314,606**	**1,686,471**	**8,329,578**	**10,640,011**	**18,969,589**	18,514,079
Report Surplus (Deficit):					**(1,884,813)**	**1,350,486**	**(534,327)**	**6,556**

Monroe, GA

General Fund Income Statement

Group Summary

For Fiscal: 2025 Period Ending: 05/31/2025

DEPT	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Revenue					
1510 - FINANCE ADMIN	17,126,801.04	17,126,801.00	791,468.51	5,203,861.46	11,922,939.54
1519 - INTERGOVERNMENTAL	273,857.00	273,857.00	28,861.32	77,722.64	196,134.36
1565 - WALTON PLAZA	3,473.00	3,473.00	289.41	1,447.05	2,025.95
2650 - MUNICIPAL COURT	425,000.00	425,000.00	0.00	112,815.97	312,184.03
3200 - POLICE	131,000.00	131,000.00	6,185.81	45,581.73	85,418.27
3510 - FIRE PREVENTION/CRR	40,000.00	40,000.00	560.00	29,760.00	10,240.00
4200 - STREETS & TRANSPORTATION	206,713.00	206,713.00	1,851.00	433,563.63	-226,850.63
5530 - COMMUNITY CENTER	28,075.00	28,075.00	4,583.33	22,916.65	5,158.35
7200 - CODE & DEVELOPMENT	680,360.00	680,360.00	23,178.82	307,364.22	372,995.78
7521 - MAINSTREET	190,500.00	190,500.00	23,389.29	114,776.13	75,723.87
7563 - AIRPORT	208,827.00	208,827.00	22,131.91	94,956.19	113,870.81
Revenue Total:	**19,314,606.04**	**19,314,606.00**	**902,499.40**	**6,444,765.67**	**12,869,840.33**
Expense					
1100 - LEGISLATIVE	301,110.00	301,110.00	32,547.88	139,437.12	161,672.88
1300 - EXECUTIVE	1,017,877.00	956,377.00	60,850.18	288,803.32	667,573.68
1400 - ELECTIONS	24,300.00	24,300.00	0.00	0.00	24,300.00
1500 - GENERAL ADMIN	91,841.00	91,841.00	6,849.01	42,398.44	49,442.56
1510 - FINANCE ADMIN	571,296.00	571,296.00	28,238.92	167,565.32	403,730.68
1530 - LAW	167,500.00	167,500.00	0.00	51,207.96	116,292.04
1560 - AUDIT	60,000.00	60,000.00	0.00	61,000.00	-1,000.00
1565 - WALTON PLAZA	587,314.00	587,314.00	146,980.32	267,872.17	319,441.83
2650 - MUNICIPAL COURT	295,606.00	295,606.00	13,901.67	123,629.85	171,976.15
3200 - POLICE	8,066,464.00	8,127,964.00	683,661.43	3,738,566.55	4,389,397.45
3290 - CITY MARSHAL	163,775.00	163,775.00	16,319.88	56,017.06	107,757.94
3500 - FIRE OPERATIONS	3,086,708.00	3,086,708.00	254,792.16	1,378,874.79	1,707,833.21
3510 - FIRE PREVENTION/CRR	114,128.00	114,128.00	8,282.73	43,449.80	70,678.20
4200 - STREETS & TRANSPORTATION	1,898,867.00	1,898,867.00	162,450.57	843,202.64	1,055,664.36
5500 - COMMUNITY SERVICES	7,100.00	7,100.00	0.00	7,350.00	-250.00
5530 - COMMUNITY CENTER	9,130.00	9,130.00	289.68	10,161.96	-1,031.96
6100 - PARKS	420,390.00	420,390.00	42,447.37	186,781.67	233,608.33
6200 - BLDGS & GROUNDS	699,019.00	699,019.00	78,459.93	287,770.12	411,248.88
6500 - LIBRARIES	156,943.00	156,943.00	41.94	47,919.54	109,023.46
7200 - CODE & DEVELOPMENT	755,505.00	755,505.00	61,510.36	294,503.60	461,001.40
7400 - PLANNING AND ZONING	4,844.00	4,844.00	0.00	0.00	4,844.00
7520 - ECONOMIC DEVELOPMENT & PLANNNG	136,595.00	136,595.00	5,897.26	45,329.14	91,265.86
7521 - MAINSTREET	410,459.00	410,459.00	44,488.72	161,758.43	248,700.57
7550 - DOWNTOWN DEVELOPMENT	26,408.00	26,408.00	115.20	6,772.90	19,635.10
7563 - AIRPORT	241,427.00	241,427.00	38,346.09	79,206.01	162,220.99
Expense Total:	**19,314,606.00**	**19,314,606.00**	**1,686,471.30**	**8,329,578.39**	**10,985,027.61**
Total Surplus (Deficit):	**0.04**	**0.00**	**-783,971.90**	**-1,884,812.72**	

Monroe, GA

General Fund Prior-Year Comparative Income Statement

Group Summary

For the Period Ending 05/31/2025

DEPT	2024 May Activity	2025 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2024 YTD Activity	2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Revenue								
1500 - GENERAL ADMIN	1,000.00	0.00	-1,000.00	-100.00%	12,350.00	0.00	-12,350.00	-100.00%
1510 - FINANCE ADMIN	717,128.65	791,468.51	74,339.86	10.37%	4,320,646.59	5,203,861.46	883,214.87	20.44%
1519 - INTERGOVERNMENTAL	0.00	28,861.32	28,861.32	0.00%	65,507.40	77,722.64	12,215.24	18.65%
1565 - WALTON PLAZA	289.41	289.41	0.00	0.00%	1,447.05	1,447.05	0.00	0.00%
2650 - MUNICIPAL COURT	31,612.75	0.00	-31,612.75	-100.00%	159,966.66	112,815.97	-47,150.69	-29.48%
3200 - POLICE	13,396.86	6,185.81	-7,211.05	-53.83%	53,373.49	45,581.73	-7,791.76	-14.60%
3510 - FIRE PREVENTION/CRR	1,800.00	560.00	-1,240.00	-68.89%	42,126.95	29,760.00	-12,366.95	-29.36%
4200 - STREETS & TRANSPORTATION	1,391.40	1,851.00	459.60	33.03%	427,290.02	433,563.63	6,273.61	1.47%
5530 - COMMUNITY CENTER	4,583.33	4,583.33	0.00	0.00%	22,916.65	22,916.65	0.00	0.00%
7200 - CODE & DEVELOPMENT	36,583.13	23,178.82	-13,404.31	-36.64%	566,209.27	307,364.22	-258,845.05	-45.72%
7520 - ECONOMIC DEVELOPMENT & PLANNNG	0.00	0.00	0.00	0.00%	350.00	0.00	-350.00	-100.00%
7521 - MAINSTREET	18,244.98	23,389.29	5,144.31	28.20%	96,245.53	114,776.13	18,530.60	19.25%
7563 - AIRPORT	18,097.43	22,131.91	4,034.48	22.29%	76,947.98	94,956.19	18,008.21	23.40%
Revenue Total:	**844,127.94**	**902,499.40**	**58,371.46**	**6.92%**	**5,845,377.59**	**6,444,765.67**	**599,388.08**	**10.25%**
Expense								
1100 - LEGISLATIVE	31,968.89	32,547.88	-578.99	-1.81%	138,602.13	139,437.12	-834.99	-0.60%
1300 - EXECUTIVE	53,398.09	60,850.18	-7,452.09	-13.96%	244,168.87	288,803.32	-44,634.45	-18.28%
1500 - GENERAL ADMIN	6,740.73	6,849.01	-108.28	-1.61%	44,431.38	42,398.44	2,032.94	4.58%
1510 - FINANCE ADMIN	22,225.05	28,238.92	-6,013.87	-27.06%	104,357.66	167,565.32	-63,207.66	-60.57%
1530 - LAW	25,006.94	0.00	25,006.94	100.00%	72,812.34	51,207.96	21,604.38	29.67%
1560 - AUDIT	5,000.00	0.00	5,000.00	100.00%	50,000.00	61,000.00	-11,000.00	-22.00%
1565 - WALTON PLAZA	120,888.76	146,980.32	-26,091.56	-21.58%	268,447.46	267,872.17	575.29	0.21%
2650 - MUNICIPAL COURT	24,371.47	13,901.67	10,469.80	42.96%	118,643.48	123,629.85	-4,986.37	-4.20%
3200 - POLICE	646,911.01	683,661.43	-36,750.42	-5.68%	3,536,549.99	3,738,566.55	-202,016.56	-5.71%
3290 - CITY MARSHAL	0.00	16,319.88	-16,319.88	0.00%	0.00	56,017.06	-56,017.06	0.00%
3500 - FIRE OPERATIONS	241,044.25	254,792.16	-13,747.91	-5.70%	1,245,672.82	1,378,874.79	-133,201.97	-10.69%
3510 - FIRE PREVENTION/CRR	8,505.92	8,282.73	223.19	2.62%	40,738.79	43,449.80	-2,711.01	-6.65%
4200 - STREETS & TRANSPORTATION	171,850.56	162,450.57	9,399.99	5.47%	785,681.90	843,202.64	-57,520.74	-7.32%
5500 - COMMUNITY SERVICES	0.00	0.00	0.00	0.00%	7,100.00	7,350.00	-250.00	-3.52%
5530 - COMMUNITY CENTER	4,355.57	289.68	4,065.89	93.35%	10,066.25	10,161.96	-95.71	-0.95%
6100 - PARKS	51,081.73	42,447.37	8,634.36	16.90%	188,191.50	186,781.67	1,409.83	0.75%
6200 - BLDGS & GROUNDS	56,821.41	78,459.93	-21,638.52	-38.08%	274,251.04	287,770.12	-13,519.08	-4.93%
6500 - LIBRARIES	38,444.63	41.94	38,402.69	99.89%	76,931.20	47,919.54	29,011.66	37.71%
7200 - CODE & DEVELOPMENT	55,528.13	61,510.36	-5,982.23	-10.77%	298,177.92	294,503.60	3,674.32	1.23%
7520 - ECONOMIC DEVELOPMENT & PLANNNG	10,921.42	5,897.26	5,024.16	46.00%	48,205.50	45,329.14	2,876.36	5.97%

General Fund Prior-Year Comparative Income Statement **For the Period Ending 05/31/2**

DEPT	2024 May Activity	2025 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2024 YTD Activity	2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
7521 - MAINSTREET	45,626.20	44,488.72	1,137.48	2.49%	131,360.97	161,758.43	-30,397.46	-23.14%
7550 - DOWNTOWN DEVELOPMENT	97.50	115.20	-17.70	-18.15%	6,715.72	6,772.90	-57.18	-0.85%
7563 - AIRPORT	15,842.89	38,346.09	-22,503.20	-142.04%	73,531.38	79,206.01	-5,674.63	-7.72%
Expense Total:	**1,636,631.15**	**1,686,471.30**	**-49,840.15**	**-3.05%**	**7,764,638.30**	**8,329,578.39**	**-564,940.09**	**-7.28%**
Total Surplus (Deficit):	**-792,503.21**	**-783,971.90**	**8,531.31**	**1.08%**	**-1,919,260.71**	**-1,884,812.72**	**34,447.99**	**1.79%**

Monroe, GA

General Fund Budget Report

Group Summary

For Fiscal: 2025 Period Ending: 05/31/2025

DEPT	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Revenue						
1510 - FINANCE ADMIN	17,126,801.04	17,126,801.00	791,468.51	5,203,861.46	-11,922,939.54	69.62%
1519 - INTERGOVERNMENTAL	273,857.00	273,857.00	28,861.32	77,722.64	-196,134.36	71.62%
1565 - WALTON PLAZA	3,473.00	3,473.00	289.41	1,447.05	-2,025.95	58.33%
2650 - MUNICIPAL COURT	425,000.00	425,000.00	0.00	112,815.97	-312,184.03	73.46%
3200 - POLICE	131,000.00	131,000.00	6,185.81	45,581.73	-85,418.27	65.20%
3510 - FIRE PREVENTION/CRR	40,000.00	40,000.00	560.00	29,760.00	-10,240.00	25.60%
4200 - STREETS & TRANSPORTATION	206,713.00	206,713.00	1,851.00	433,563.63	226,850.63	109.74%
5530 - COMMUNITY CENTER	28,075.00	28,075.00	4,583.33	22,916.65	-5,158.35	18.37%
7200 - CODE & DEVELOPMENT	680,360.00	680,360.00	23,178.82	307,364.22	-372,995.78	54.82%
7521 - MAINSTREET	190,500.00	190,500.00	23,389.29	114,776.13	-75,723.87	39.75%
7563 - AIRPORT	208,827.00	208,827.00	22,131.91	94,956.19	-113,870.81	54.53%
Revenue Total:	**19,314,606.04**	**19,314,606.00**	**902,499.40**	**6,444,765.67**	**-12,869,840.33**	**66.63%**
Expense						
1100 - LEGISLATIVE	301,110.00	301,110.00	32,547.88	139,437.12	161,672.88	53.69%
1300 - EXECUTIVE	1,017,877.00	956,377.00	60,850.18	288,803.32	667,573.68	69.80%
1400 - ELECTIONS	24,300.00	24,300.00	0.00	0.00	24,300.00	100.00%
1500 - GENERAL ADMIN	91,841.00	91,841.00	6,849.01	42,398.44	49,442.56	53.83%
1510 - FINANCE ADMIN	571,296.00	571,296.00	28,238.92	167,565.32	403,730.68	70.67%
1530 - LAW	167,500.00	167,500.00	0.00	51,207.96	116,292.04	69.43%
1560 - AUDIT	60,000.00	60,000.00	0.00	61,000.00	-1,000.00	-1.67%
1565 - WALTON PLAZA	587,314.00	587,314.00	146,980.32	267,872.17	319,441.83	54.39%
2650 - MUNICIPAL COURT	295,606.00	295,606.00	13,901.67	123,629.85	171,976.15	58.18%
3200 - POLICE	8,066,464.00	8,127,964.00	683,661.43	3,738,566.55	4,389,397.45	54.00%
3290 - CITY MARSHAL	163,775.00	163,775.00	16,319.88	56,017.06	107,757.94	65.80%
3500 - FIRE OPERATIONS	3,086,708.00	3,086,708.00	254,792.16	1,378,874.79	1,707,833.21	55.33%
3510 - FIRE PREVENTION/CRR	114,128.00	114,128.00	8,282.73	43,449.80	70,678.20	61.93%
4200 - STREETS & TRANSPORTATION	1,898,867.00	1,898,867.00	162,450.57	843,202.64	1,055,664.36	55.59%
5500 - COMMUNITY SERVICES	7,100.00	7,100.00	0.00	7,350.00	-250.00	-3.52%
5530 - COMMUNITY CENTER	9,130.00	9,130.00	289.68	10,161.96	-1,031.96	-11.30%
6100 - PARKS	420,390.00	420,390.00	42,447.37	186,781.67	233,608.33	55.57%
6200 - BLDGS & GROUNDS	699,019.00	699,019.00	78,459.93	287,770.12	411,248.88	58.83%
6500 - LIBRARIES	156,943.00	156,943.00	41.94	47,919.54	109,023.46	69.47%
7200 - CODE & DEVELOPMENT	755,505.00	755,505.00	61,510.36	294,503.60	461,001.40	61.02%
7400 - PLANNING AND ZONING	4,844.00	4,844.00	0.00	0.00	4,844.00	100.00%
7520 - ECONOMIC DEVELOPMENT & PLANNNG	136,595.00	136,595.00	5,897.26	45,329.14	91,265.86	66.81%
7521 - MAINSTREET	410,459.00	410,459.00	44,488.72	161,758.43	248,700.57	60.59%
7550 - DOWNTOWN DEVELOPMENT	26,408.00	26,408.00	115.20	6,772.90	19,635.10	74.35%
7563 - AIRPORT	241,427.00	241,427.00	38,346.09	79,206.01	162,220.99	67.19%
Expense Total:	**19,314,606.00**	**19,314,606.00**	**1,686,471.30**	**8,329,578.39**	**10,985,027.61**	**56.87%**
Report Surplus (Deficit):	**0.04**	**0.00**	**-783,971.90**	**-1,884,812.72**	**-1,884,812.72**	**0.00%**

Utilities Fund

For Fiscal Period Ending: May 2025

		Original Total Budget	Current Total Budget	May 2025	YTD	Assumed June-Dec	Projected Year End 2025	Final Year End 2024
Revenue								
	4002 - WATER	9,802,135	9,802,135	748,597	3,813,185	5,269,355	9,082,540	8,286,849
	4003 - SEWER	8,053,180	8,053,180	575,827	2,790,338	4,001,196	6,791,534	6,367,591
	4004 - STORMWATER	5,000	5,000	-	1,800	2,200	4,000	4,277
	4005 - GAS	5,472,132	5,472,132	463,586	3,866,280	1,680,832	5,547,113	4,624,236
	4006 - GUTA	35,000	35,000	6,005	41,955	32,250	74,205	61,764
	4008 - ELECTRIC	21,660,000	21,660,000	1,705,325	10,292,034	14,207,975	24,500,010	22,787,076
	4009 - TELECOM & INTERNET	5,414,000	5,414,000	464,034	2,323,183	3,037,538	5,360,722	4,958,920
	4010 - CABLE TV	-	-	-	(0)	550,051	550,051	1,538,099
	4012 - UTIL FINANCE	-	-	-	(2,342)	865,139	862,797	969,207
	4015- CENTRAL SERVICES	-	-	-	-	12,120	12,120	12,120
Revenue Total:		**50,441,447**	**50,441,447**	**3,963,374**	**23,126,434**	**29,658,658**	**52,785,092**	**49,610,139**
Expense								
	4002 - WATER	8,802,514	8,802,514	684,800	3,256,668	4,181,989	7,438,657	7,048,942
	4003 - SEWER	6,636,791	6,636,791	543,580	2,569,803	3,168,964	5,738,767	5,357,336
	4004 - STORMWATER	553,793	553,793	57,578	259,312	295,951	555,264	541,851
	4005 - GAS	5,970,124	5,970,124	497,501	3,017,397	2,343,595	5,360,993	4,717,613
	4006 - GUTA	51,750	51,750	3,871	23,949	26,725	50,674	45,376
	4007 - GEN ADMIN WSG	296,434	296,434	24,381	126,437	141,367	267,803	229,710
	4008 - ELECTRIC	21,263,226	21,263,226	1,682,858	9,055,770	11,508,826	20,564,597	19,469,377
	4009 - TELECOM & INTERNET	5,680,933	5,680,933	513,532	2,404,475	2,650,955	5,055,430	4,376,283
	4010 - CABLE TV	-	-	15,907	93,924	1,595,658	1,689,582	3,253,784
	4011 - GEN ADMIN ELEC/TELECOM	-	-	-	2,526	(14,122)	(11,597)	81,184
	4012 - UTIL FINANCE	(2,064,551)	(2,064,551)	(546,570)	(1,988,344)	(1,976,765)	(3,965,109)	(3,697,396)
	4013 - UTIL CUST SVC	1,654,354	1,654,354	287,841	1,130,600	1,398,871	2,529,471	2,089,942
	4014 - UTIL BILLING	581,974	581,974	40,753	308,361	379,074	687,436	670,505
	4015 - CENTRAL SERVICES	1,014,106	1,014,106	114,817	549,382	791,572	1,340,954	1,296,707
	CAPITAL	-	-					
Expense Total:		**50,441,447**	**50,441,447**	**3,920,847**	**20,810,261**	**26,492,661**	**47,302,922**	**45,481,213**
Report Surplus (Deficit):					**2,316,173**		**5,482,170**	**4,128,926**

Monroe, GA

Utility Fund ncome Statement

Group Summary

For Fiscal: 2025 Period Ending: 05/31/2025

ACTIVITY	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Revenue					
4002 - WATER	9,802,135.33	9,802,135.33	748,597.21	4,754,241.33	5,047,894.00
4003 - SEWER	8,053,180.00	8,053,180.00	575,827.15	3,423,444.44	4,629,735.56
4004 - STORMWATER	5,000.00	5,000.00	0.00	1,800.00	3,200.00
4005 - GAS	5,472,131.67	5,472,131.67	463,585.61	5,366,280.47	105,851.20
4006 - GUTA	35,000.00	35,000.00	6,005.00	41,955.00	-6,955.00
4008 - ELECTRIC	21,660,000.00	21,660,000.00	1,705,324.81	10,292,034.48	11,367,965.52
4009 - TELECOM & INTERNET	5,414,000.00	5,414,000.00	464,034.35	2,323,183.24	3,090,816.76
4012 - UTIL FINANCE	0.00	0.00	0.00	-2,342.37	2,342.37
4013 - UTIL CUST SVC	0.00	0.00	0.00	2,342.37	-2,342.37
Revenue Total:	**50,441,447.00**	**50,441,447.00**	**3,963,374.13**	**26,202,938.96**	**24,238,508.04**
Expense					
4002 - WATER	8,802,514.14	8,802,514.14	2,402,013.43	6,099,033.02	2,703,481.12
4003 - SEWER	6,636,790.66	6,636,790.66	626,311.95	2,739,921.16	3,896,869.50
4004 - STORMWATER	553,793.00	553,793.00	62,782.89	273,332.33	280,460.67
4005 - GAS	5,970,124.37	5,970,124.37	497,500.98	3,549,213.99	2,420,910.38
4006 - GUTA	51,750.00	51,750.00	3,870.84	23,948.78	27,801.22
4007 - GEN ADMIN WSG	296,434.00	296,434.00	24,381.25	126,436.60	169,997.40
4008 - ELECTRIC	21,263,225.60	21,263,225.23	1,766,062.89	9,683,272.19	11,579,953.04
4009 - TELECOM & INTERNET	5,680,932.60	5,680,932.60	698,190.17	3,036,709.14	2,644,223.46
4010 - CABLE TV	0.00	0.00	15,906.63	93,923.53	-93,923.53
4011 - GEN ADMIN ELEC/TELECOM	0.00	0.00	0.00	2,525.51	-2,525.51
4012 - UTIL FINANCE	-2,064,551.00	-2,064,551.00	-542,570.33	-1,982,277.25	-82,273.75
4013 - UTIL CUST SVC	1,654,354.00	1,654,354.00	287,840.85	1,130,600.37	523,753.63
4014 - UTIL BILLING	581,974.00	581,974.00	40,753.10	308,361.18	273,612.82
4015 - CENTRAL SERVICES	1,014,106.00	1,014,106.00	114,816.60	549,381.95	464,724.05
Expense Total:	**50,441,447.37**	**50,441,447.00**	**5,997,861.25**	**25,634,382.50**	**24,807,064.50**
Total Surplus (Deficit):	**-0.37**	**0.00**	**-2,034,487.12**	**568,556.46**	

Monroe, GA

Utility Fund Prior-Year Comparative Income Statement

Group Summary

For the Period Ending 05/31/2025

ACTIVITY	2024 May Activity	2025 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2024 YTD Activity	2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Revenue								
4002 - WATER	596,743.55	748,597.21	151,853.66	25.45%	3,169,319.18	4,754,241.33	1,584,922.15	50.01%
4003 - SEWER	406,744.39	575,827.15	169,082.76	41.57%	2,447,816.71	3,423,444.44	975,627.73	39.86%
4004 - STORMWATER	777.05	0.00	-777.05	-100.00%	2,077.05	1,800.00	-277.05	-13.34%
4005 - GAS	282,853.91	463,585.61	180,731.70	63.90%	2,943,404.00	5,366,280.47	2,422,876.47	82.32%
4006 - GUTA	5,855.00	6,005.00	150.00	2.56%	29,514.48	41,955.00	12,440.52	42.15%
4008 - ELECTRIC	1,676,194.78	1,705,324.81	29,130.03	1.74%	8,579,328.39	10,292,034.48	1,712,706.09	19.96%
4009 - TELECOM & INTERNET	387,372.10	464,034.35	76,662.25	19.79%	1,921,381.13	2,323,183.24	401,802.11	20.91%
4010 - CABLE TV	189,368.95	0.00	-189,368.95	-100.00%	988,047.11	0.00	-988,047.11	-100.00%
4012 - UTIL FINANCE	0.00	0.00	0.00	0.00%	104,067.30	-2,342.37	-106,409.67	-102.25%
4013 - UTIL CUST SVC	0.00	0.00	0.00	0.00%	0.00	2,342.37	2,342.37	0.00%
Revenue Total:	**3,545,909.73**	**3,963,374.13**	**417,464.40**	**11.77%**	**20,184,955.35**	**26,202,938.96**	**6,017,983.61**	**29.81%**
Expense								
4002 - WATER	646,790.71	2,402,013.43	-1,755,222.72	-271.37%	3,343,151.28	6,099,033.02	-2,755,881.74	-82.43%
4003 - SEWER	565,037.06	626,311.95	-61,274.89	-10.84%	2,442,394.09	2,739,921.16	-297,527.07	-12.18%
4004 - STORMWATER	167,368.65	62,782.89	104,585.76	62.49%	375,583.03	273,332.33	102,250.70	27.22%
4005 - GAS	376,046.64	497,500.98	-121,454.34	-32.30%	2,703,864.06	3,549,213.99	-845,349.93	-31.26%
4006 - GUTA	3,963.15	3,870.84	92.31	2.33%	18,651.24	23,948.78	-5,297.54	-28.40%
4007 - GEN ADMIN WSG	16,640.46	24,381.25	-7,740.79	-46.52%	88,343.31	126,436.60	-38,093.29	-43.12%
4008 - ELECTRIC	1,509,252.05	1,766,062.89	-256,810.84	-17.02%	8,362,627.59	9,683,272.19	-1,320,644.60	-15.79%
4009 - TELECOM & INTERNET	718,596.19	698,190.17	20,406.02	2.84%	3,474,267.66	3,036,709.14	437,558.52	12.59%
4010 - CABLE TV	353,850.76	15,906.63	337,944.13	95.50%	1,664,218.21	93,923.53	1,570,294.68	94.36%
4011 - GEN ADMIN ELEC/TELECOM	7,086.96	0.00	7,086.96	100.00%	95,306.40	2,525.51	92,780.89	97.35%
4012 - UTIL FINANCE	-419,557.84	-542,570.33	123,012.49	29.32%	-1,720,630.57	-1,982,277.25	261,646.68	15.21%
4013 - UTIL CUST SVC	176,247.69	287,840.85	-111,593.16	-63.32%	729,337.57	1,130,600.37	-401,262.80	-55.02%
4014 - UTIL BILLING	45,048.36	40,753.10	4,295.26	9.53%	291,370.38	308,361.18	-16,990.80	-5.83%
4015 - CENTRAL SERVICES	121,561.69	114,816.60	6,745.09	5.55%	522,440.90	549,381.95	-26,941.05	-5.16%
Expense Total:	**4,287,932.53**	**5,997,861.25**	**-1,709,928.72**	**-39.88%**	**22,390,925.15**	**25,634,382.50**	**-3,243,457.35**	**-14.49%**
Total Surplus (Deficit):	**-742,022.80**	**-2,034,487.12**	**-1,292,464.32**	**-174.18%**	**-2,205,969.80**	**568,556.46**	**2,774,526.26**	**125.77%**

Monroe, GA

Utility Fund

Budget Report

Group Summary

For Fiscal: 2025 Period Ending: 05/31/2025

Without Capital

ACTIVITY	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Revenue						
4002 - WATER	9,802,135.33	9,802,135.33	748,597.21	3,813,185.38	-5,988,949.95	61.10%
4003 - SEWER	8,053,180.00	8,053,180.00	575,827.15	2,790,338.28	-5,262,841.72	65.35%
4004 - STORMWATER	5,000.00	5,000.00	0.00	1,800.00	-3,200.00	64.00%
4005 - GAS	5,472,131.67	5,472,131.67	463,585.61	3,866,280.47	-1,605,851.20	29.35%
4006 - GUTA	35,000.00	35,000.00	6,005.00	41,955.00	6,955.00	19.87%
4008 - ELECTRIC	21,660,000.00	21,660,000.00	1,705,324.81	10,292,034.48	-11,367,965.52	52.48%
4009 - TELECOM & INTERNET	5,414,000.00	5,414,000.00	464,034.35	2,323,183.24	-3,090,816.76	57.09%
4012 - UTIL FINANCE	0.00	0.00	0.00	-2,342.37	-2,342.37	0.00%
Revenue Total:	**50,441,447.00**	**50,441,447.00**	**3,963,374.13**	**23,126,434.48**	**-27,315,012.52**	**54.15%**
Expense						
4002 - WATER	8,802,514.14	8,802,514.14	684,800.32	3,256,668.38	5,545,845.76	63.00%
4003 - SEWER	6,636,790.66	6,636,790.66	543,579.81	2,569,803.44	4,066,987.22	61.28%
4004 - STORMWATER	553,793.00	553,793.00	57,577.89	259,312.33	294,480.67	53.18%
4005 - GAS	5,970,124.37	5,970,124.37	497,500.98	3,017,397.45	2,952,726.92	49.46%
4006 - GUTA	51,750.00	51,750.00	3,870.84	23,948.78	27,801.22	53.72%
4007 - GEN ADMIN WSG	296,434.00	296,434.00	24,381.25	126,436.60	169,997.40	57.35%
4008 - ELECTRIC	21,263,225.60	21,263,225.23	1,682,857.53	9,055,770.28	12,207,454.95	57.41%
4009 - TELECOM & INTERNET	5,680,932.60	5,680,932.60	513,531.92	2,404,474.55	3,276,458.05	57.67%
4010 - CABLE TV	0.00	0.00	15,906.63	93,923.53	-93,923.53	0.00%
4011 - GEN ADMIN ELEC/TELECOM	0.00	0.00	0.00	2,525.51	-2,525.51	0.00%
4012 - UTIL FINANCE	-2,064,551.00	-2,064,551.00	-546,570.33	-1,988,343.50	-76,207.50	3.69%
4013 - UTIL CUST SVC	1,654,354.00	1,654,354.00	287,840.85	1,130,600.37	523,753.63	31.66%
4014 - UTIL BILLING	581,974.00	581,974.00	40,753.10	308,361.18	273,612.82	47.01%
4015 - CENTRAL SERVICES	1,014,106.00	1,014,106.00	114,816.60	549,381.95	464,724.05	45.83%
Expense Total:	**50,441,447.37**	**50,441,447.00**	**3,920,847.39**	**20,810,260.85**	**29,631,186.15**	**58.74%**
Report Surplus (Deficit):	**-0.37**	**0.00**	**42,526.74**	**2,316,173.63**	**2,316,173.63**	**0.00%**

Monroe, GA

Utility Fund Budget Report

Group Summary

For Fiscal: 2025 Period Ending: 05/31/2025

Capital

ACTIVITY	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Revenue						
4002 - WATER	0.00	0.00	0.00	941,055.95	941,055.95	0.00%
4003 - SEWER	0.00	0.00	0.00	633,106.16	633,106.16	0.00%
4005 - GAS	0.00	0.00	0.00	1,500,000.00	1,500,000.00	0.00%
Revenue Total:	**0.00**	**0.00**	**0.00**	**3,074,162.11**	**3,074,162.11**	**0.00%**
Expense						
4002 - WATER	0.00	0.00	1,717,213.11	2,842,364.64	-2,842,364.64	0.00%
4003 - SEWER	0.00	0.00	82,732.14	170,117.72	-170,117.72	0.00%
4004 - STORMWATER	0.00	0.00	5,205.00	14,020.00	-14,020.00	0.00%
4005 - GAS	0.00	0.00	0.00	531,816.54	-531,816.54	0.00%
4008 - ELECTRIC	0.00	0.00	83,205.36	627,501.91	-627,501.91	0.00%
4009 - TELECOM & INTERNET	0.00	0.00	184,658.25	632,234.59	-632,234.59	0.00%
4012 - UTIL FINANCE	0.00	0.00	4,000.00	6,066.25	-6,066.25	0.00%
Expense Total:	**0.00**	**0.00**	**2,077,013.86**	**4,824,121.65**	**-4,824,121.65**	**0.00%**
Report Surplus (Deficit):	**0.00**	**0.00**	**-2,077,013.86**	**-1,749,959.54**	**-1,749,959.54**	**0.00%**

Solid Waste Fund

For Fiscal Period Ending: May 2025

		Original Total Budget	Current Total Budget	May 2025	YTD	Assumed June-Dec	Projected Year End 2025	Year End 2024
Revenue								
	4510- SOLID WASTE ADMINISTRATION	-	-	-	-	-	-	-
	4520 - SOLID WASTE COLLECTION	2,782,802	2,782,802	300,947	1,399,243	1,734,817	3,134,060	2,917,355
	4530 - SOLID WASTE DISPOSAL	5,062,506	5,062,506	431,986	1,993,103	2,811,186	4,804,289	4,613,061
	4540 - RECYCLABLES COLLECTION	32,000	32,000	2,703	13,150	18,455	31,604	30,677
	4585- YARD TRIMMINGS COLLECTION	-	-	-	-	-	-	-
Revenue Total:		**7,877,308**	**7,877,308**	**735,636**	**3,405,496**	**4,564,458**	**7,969,953**	**7,561,094**
Expense								
	4510 - SOLID WASTE ADMINISTRATION	575,698	575,698	47,346	188,702	276,755	465,458	463,805
	4520 - SOLID WASTE COLLECTION	1,356,552	1,356,552	148,854	752,872	950,420	1,703,292	1,609,027
	4530 - SOLID WASTE DISPOSAL	4,572,620	4,572,620	493,558	1,946,240	3,498,206	5,444,445	5,320,941
	4540 - RECYCLABLES COLLECTION	255,585	255,585	27,150	93,139	135,216	228,354	242,035
	4585 - YARD TRIMMINGS COLLECTION	253,869	253,869	26,264	123,803	165,874	289,677	275,909
	9003 - SW - OTHER FINANCING USES	862,984	862,984	47,736	221,277	222,823	444,100	372,655
Expense Total:		**7,877,308**	**7,877,308**	**790,908**	**3,326,033**	**5,249,294**	**8,575,327**	**8,284,372**
Report Surplus (Deficit):				**(55,273)**	**79,463**		**(605,374)**	**(723,278)**

Monroe, GA

Solid Waste Income Statement

Group Summary

For Fiscal: 2025 Period Ending: 05/31/2025

DEPT		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Revenue						
4520 - SOLID WASTE COLLECTION		3,756,783.00	3,756,783.00	300,946.65	1,399,243.00	2,357,540.00
4530 - SOLID WASTE DISPOSAL		5,214,381.00	5,214,381.00	431,986.03	1,993,102.80	3,221,278.20
4540 - RECYCLABLES COLLECTION		35,000.00	35,000.00	2,702.82	13,149.70	21,850.30
	Revenue Total:	**9,006,164.00**	**9,006,164.00**	**735,635.50**	**3,405,495.50**	**5,600,668.50**
Expense						
4510 - SOLID WASTE ADMINISTRATION		1,202,007.00	1,202,007.00	47,345.73	188,702.03	1,013,304.97
4520 - SOLID WASTE COLLECTION		1,397,356.00	1,397,356.00	148,853.73	752,871.53	644,484.47
4530 - SOLID WASTE DISPOSAL		4,784,470.00	4,784,470.00	511,558.20	1,964,240.62	2,820,229.38
4540 - RECYCLABLES COLLECTION		237,352.00	236,952.00	27,150.41	93,138.54	143,813.46
4585 - YARD TRIMMINGS COLLECTION		263,583.00	263,583.00	26,263.86	123,802.75	139,780.25
9003 - SW - OTHER FINANCING USES		1,121,395.50	1,121,396.00	47,736.28	221,277.19	900,118.81
	Expense Total:	**9,006,163.50**	**9,005,764.00**	**808,908.21**	**3,344,032.66**	**5,661,731.34**
	Total Surplus (Deficit):	**0.50**	**400.00**	**-73,272.71**	**61,462.84**	

Monroe, GA

Solid Waste Fund Prior-Year Comparative Income Statement

Group Summary

For the Period Ending 05/31/2025

DEPT	2024 May Activity	2025 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2024 YTD Activity	2025 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
Revenue								
4520 - SOLID WASTE COLLECTION	241,059.26	300,946.65	59,887.39	24.84%	1,182,538.09	1,399,243.00	216,704.91	18.33%
4530 - SOLID WASTE DISPOSAL	387,770.99	431,986.03	44,215.04	11.40%	1,801,875.33	1,993,102.80	191,227.47	10.61%
4540 - RECYCLABLES COLLECTION	2,444.49	2,702.82	258.33	10.57%	12,222.45	13,149.70	927.25	7.59%
Revenue Total:	**631,274.74**	**735,635.50**	**104,360.76**	**16.53%**	**2,996,635.87**	**3,405,495.50**	**408,859.63**	**13.64%**
Expense								
4510 - SOLID WASTE ADMINISTRATION	50,486.55	47,345.73	3,140.82	6.22%	197,729.43	188,702.03	9,027.40	4.57%
4520 - SOLID WASTE COLLECTION	131,486.27	148,853.73	-17,367.46	-13.21%	965,138.17	752,871.53	212,266.64	21.99%
4530 - SOLID WASTE DISPOSAL	452,744.42	511,558.20	-58,813.78	-12.99%	1,822,735.58	1,964,240.62	-141,505.04	-7.76%
4540 - RECYCLABLES COLLECTION	12,032.25	27,150.41	-15,118.16	-125.65%	106,819.25	93,138.54	13,680.71	12.81%
4585 - YARD TRIMMINGS COLLECTION	23,409.96	26,263.86	-2,853.90	-12.19%	110,035.18	123,802.75	-13,767.57	-12.51%
9003 - SW - OTHER FINANCING USES	19,664.38	47,736.28	-28,071.90	-142.76%	149,831.79	221,277.19	-71,445.40	-47.68%
Expense Total:	**689,823.83**	**808,908.21**	**-119,084.38**	**-17.26%**	**3,352,289.40**	**3,344,032.66**	**8,256.74**	**0.25%**
Total Surplus (Deficit):	**-58,549.09**	**-73,272.71**	**-14,723.62**	**-25.15%**	**-355,653.53**	**61,462.84**	**417,116.37**	**117.28%**

Monroe, GA

Solid Waste Fund

Budget Report

Group Summary

For Fiscal: 2025 Period Ending: 05/31/2025

without Capital

DEPT		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Revenue							
4520 - SOLID WASTE COLLECTION		3,756,783.00	3,756,783.00	300,946.65	1,399,243.00	-2,357,540.00	62.75%
4530 - SOLID WASTE DISPOSAL		5,214,381.00	5,214,381.00	431,986.03	1,993,102.80	-3,221,278.20	61.78%
4540 - RECYCLABLES COLLECTION		35,000.00	35,000.00	2,702.82	13,149.70	-21,850.30	62.43%
	Revenue Total:	**9,006,164.00**	**9,006,164.00**	**735,635.50**	**3,405,495.50**	**-5,600,668.50**	**62.19%**
Expense							
4510 - SOLID WASTE ADMINISTRATION		1,202,007.00	1,202,007.00	47,345.73	188,702.03	1,013,304.97	84.30%
4520 - SOLID WASTE COLLECTION		1,397,356.00	1,397,356.00	148,853.73	752,871.53	644,484.47	46.12%
4530 - SOLID WASTE DISPOSAL		4,784,470.00	4,784,470.00	493,558.20	1,946,240.62	2,838,229.38	59.32%
4540 - RECYCLABLES COLLECTION		237,352.00	236,952.00	27,150.41	93,138.54	143,813.46	60.69%
4585 - YARD TRIMMINGS COLLECTION		263,583.00	263,583.00	26,263.86	123,802.75	139,780.25	53.03%
9003 - SW - OTHER FINANCING USES		1,121,395.50	1,121,396.00	47,736.28	221,277.19	900,118.81	80.27%
	Expense Total:	**9,006,163.50**	**9,005,764.00**	**790,908.21**	**3,326,032.66**	**5,679,731.34**	**63.07%**
	Report Surplus (Deficit):	**0.50**	**400.00**	**-55,272.71**	**79,462.84**	**79,062.84**	**19,765.71%**

Monroe, GA

Solid Waste Fund

Budget Report

Group Summary

For Fiscal: 2025 Period Ending: 05/31/2025

Capital

DEPT		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense							
4530 - SOLID WASTE DISPOSAL		0.00	0.00	18,000.00	18,000.00	-18,000.00	0.00%
	Expense Total:	**0.00**	**0.00**	**18,000.00**	**18,000.00**	**-18,000.00**	**0.00%**
	Report Total:	**0.00**	**0.00**	**18,000.00**	**18,000.00**	**-18,000.00**	**0.00%**

Performance Indicators	May - 25	APR - 25	Mar-25	FEB-25	Jan-25	Dec-24	Nov-24	Oct-24	Sep-24	Aug-24	Jul-24	Jun-24	May-24
Utilities													
Electric Customers	7,032	7,028	7,025	6,993	7,005	7,051	7,000	7,000	7,006	7,015	7,000	6,992	7,024
Natural Gas Customers	4,476	4,484	4,494	4,488	4,489	4,524	4,479	4,474	4,483	4,476	4,478	4,467	4,473
Water Customers	11,006	10,996	11,001	10,976	10,998	11,044	10,985	10,993	10,989	10,950	10,955	10,956	10,986
Wastewater Customers	7,935	7,932	7,929	7,900	7,919	7,955	7,897	7,899	7,914	7,922	7,907	7,910	7,920
Cable TV Customers							-	-	525	1,350	1,427	1,446	1,466
Digital Cable Customers							-	-	24	95	1,047	106	109
Internet Customers	3,129	3,171	3,217	3,227	3,309	3,415	3,484	3,511	3,484	3,419	3,366	2,274	3,423
Residential Phone Customers	578	589	599	603	609	641	629	627	636	642	642	646	656
Commercial Phone Customers	250	246	248	248	246	249	247	247	254	259	258	260	263
Fiber Customers	3,625	3,487	3,348	3,268	3,191	3,145	2,980	2,830	2,735	2,590	2,485	2,406	2,328
WIFI Router Customers													
Streaming Customers	485	493	504	501	508	553	511	456	368	167	66	18	
Work Orders Generated													
Utilities													
Connects	347	292	308	201	220	242	227	232	196	190	248	182	283
Cutoff for Non-Payment	117	132	97	75	74	57	61	85	43	62	68	43	80
Electric Work Orders	80	188	301	88	91	34	104	114	55	119	145	86	111
Water Work Orders	163	145	152	147	130	82	70	155	100	103	81	86	141
Natural Gas Work Orders	18	48	56	37	40	23	13	42	17	22	8	32	33
Disconnects	203	164	189	138	163	174	177	161	152	160	201	142	194
Sewer Work Orders	7	15	15	25	6	8	9	20	5	3	4	-	26
Telecomm Work Orders	366	284	294	240	237	303	282	477	374	1,021	1,217	250	261
Stormwater Work Orders	-	-	1	-	-	1	-	-	-	-	-	-	-
Billing/Collections													
Utilities													
Utility Revenue Billed	$ 4,107,917	$ 4,429,006	$ 4,907,349	$ 4,952,706	$ 4,256,578	$ 3,454,398	$ 3,653,135	$ 3,930,410	$ 5,230,278	$ 4,234,331	$ 3,882,849	$ 3,549,808	$ 3,472,782
Utility Revenue Collected	$ 3,834,499	$ 4,819,537	$ 4,623,415	$ 4,670,607	$ 3,917,560	$ 3,501,050	$ 3,653,135	$ 3,682,220	$ 4,963,527	$ 3,998,513	$ 3,627,351	$ 3,312,583	$ 3,229,367
Amount Written Off for Bad Debt	$ 26,052	$ 13,151	$ 16,600	$ 22,624	$ 28,748	$ 30,557	$ 16,615	$ 19,105	$ 16,707	$ 25,776	$ 24,590	$ 16,675	$ 17,580
Extensions													
Utilities													
Extensions Requested	594	645	576	563	585	581	506	621	585	552	545	469	564
Extensions Pending	33	40	83	48	54	53	61	45	82	46	37	27	51
Extensions Defaulted	43	32	30	24	29	18	18	32	22	29	25	18	26
Extensions Paid per Agreement	554	654	507	543	549	570	457	624	527	506	510	477	514
Percentage of Extensions Paid	93%	95%	95%	96%	95%	97%	96%	95%	96%	95%	95%	96%	95%
Taxes													
Admin Support													
Property Tax Collected	$ 16,933	$ 81,547	$ 35,948	$ 168,228	$ 110,007	$ 3,843,886	$ 829,113	$ 262,764	$ 50,759	$ 3,309	$ 8,380	$ 5,520	$ 21,058
Accounting													
Payroll & Benefits													
Payroll Checks issued	-	9	-	-	7	-	-	1	-	-	-	-	1
Direct Deposit Advices	669	663	671	672	999	668	753	674	675	984	654	654	654
General Ledger													
Accounts Payable Checks Issued	219	305	248	219	259	218	213	333	247	296	327	290	362
Accounts Payable Invoices Entered	340	423	369	382	387	333	327	496	335	427	441	410	472
Journal Entries Processed	47	103	51	50	64	133	81	101	93	113	89	88	75
Miscellaneous Receipts	331	376	526	580	672	478	393	318	315	312	331	213	354
Utility Deposit Refunds Processed	14	26	19	14	27	32	22	33	29	203	36	33	51
Local Option Sales Tax	$ 255,221	$ 262,658	$ 245,163	$ 247,605	$ 302,579	$ 264,798	$ 276,795	$ 253,073	$ 270,065	$ 276,632	$ 276,460	$ 267,710	$ 256,648
Special Local Option Sales Tax - 2025		224,974	233,145	211,774	214,894								
Payroll & Benefits													
Budgeted Positions	276	276	276	276	276	276	276	276	276	276	276	276	276
Filled Positions	251	251	249	251	249	252	254	254	252	254	258	257	259
Vacancies	25	25	27	25	21	24	22	22	24	22	18	19	17
Airport													
Airport													
Airport Fuel Sales - Gallons	2,469	2,388	1,585	1,711	1,016	1,270	920	1,614	1,166	1,570	1,578	1,436	1,718
Fuel Sales - Revenue	13,319	12,861	8,511	9,267	5,883	7,352	5,325	9,348	6,751	10,825	9,137	8,314	9,950

FIRE DEPARTMENT CITY COUNCIL MONTHLY MEETING

July 2025

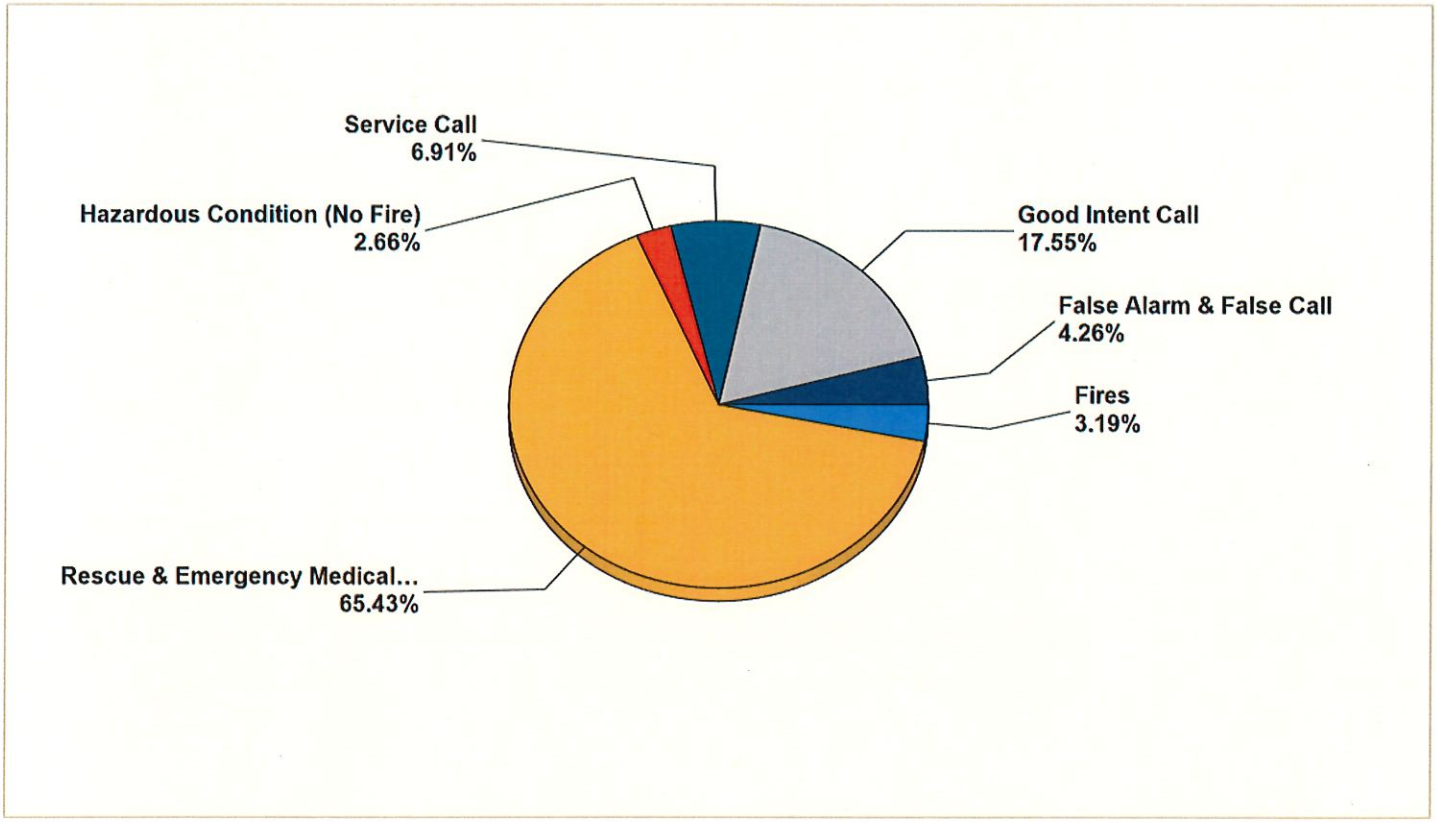
City of Monroe Fire Dept

Monroe, GA

This report was generated on 6/20/2025 12:33:55 PM

Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 05/01/2025 | End Date: 05/31/2025



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	6	3.19%
Rescue & Emergency Medical Service	123	65.43%
Hazardous Condition (No Fire)	5	2.66%
Service Call	13	6.91%
Good Intent Call	33	17.55%
False Alarm & False Call	8	4.26%
TOTAL	188	100%

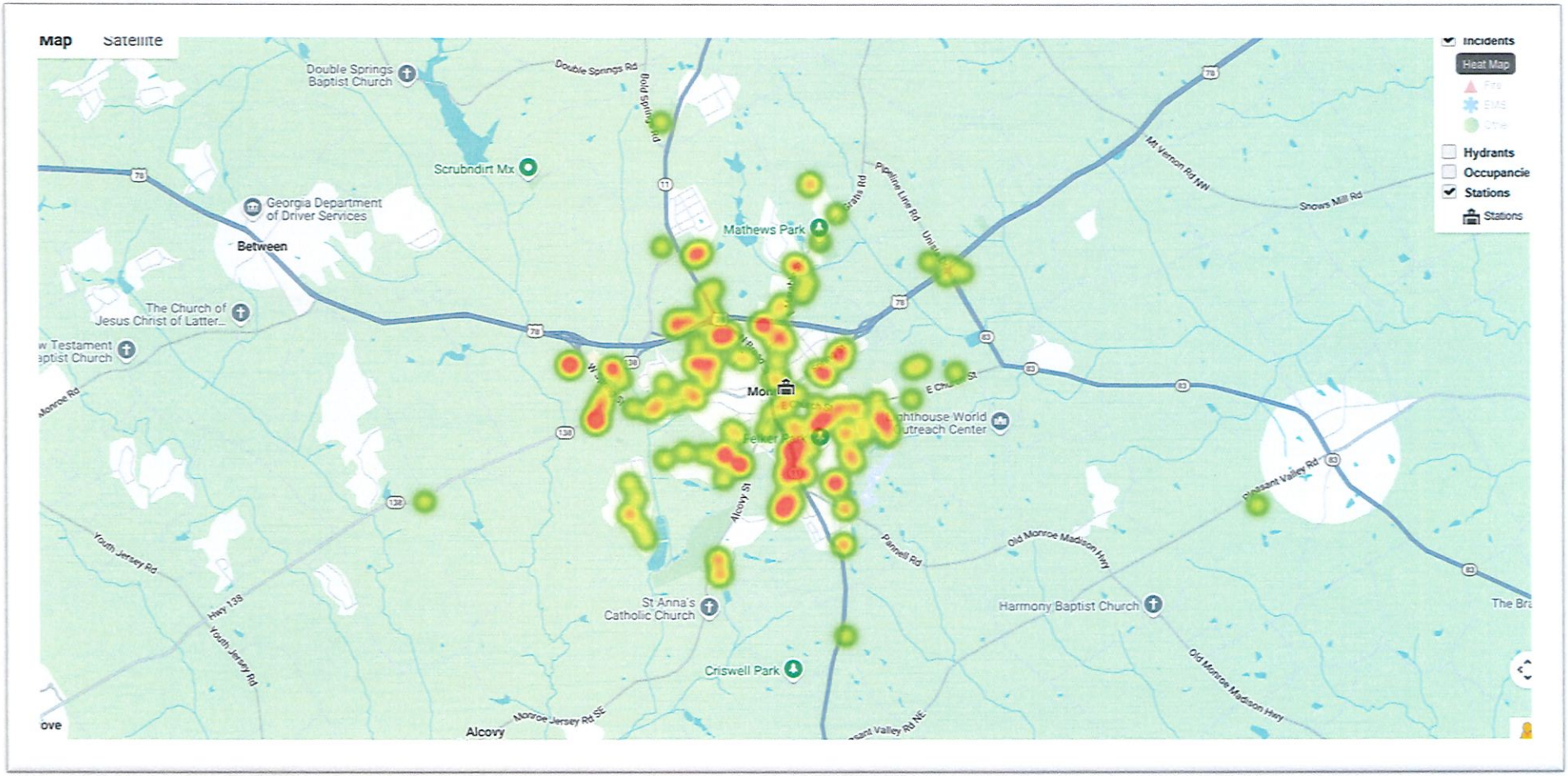
Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type		
INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	3	1.6%
113 - Cooking fire, confined to container	1	0.53%
118 - Trash or rubbish fire, contained	1	0.53%
131 - Passenger vehicle fire	1	0.53%
311 - Medical assist, assist EMS crew	61	32.45%
321 - EMS call, excluding vehicle accident with injury	49	26.06%
322 - Motor vehicle accident with injuries	4	2.13%
323 - Motor vehicle/pedestrian accident (MV Ped)	2	1.06%
324 - Motor vehicle accident with no injuries.	5	2.66%
352 - Extrication of victim(s) from vehicle	1	0.53%
361 - Swimming/recreational water areas rescue	1	0.53%
400 - Hazardous condition, other	1	0.53%
440 - Electrical wiring/equipment problem, other	1	0.53%
444 - Power line down	1	0.53%
445 - Arcing, shorted electrical equipment	1	0.53%
451 - Biological hazard, confirmed or suspected	1	0.53%
500 - Service Call, other	2	1.06%
522 - Water or steam leak	1	0.53%
541 - Animal problem	2	1.06%
551 - Assist police or other governmental agency	1	0.53%
553 - Public service	2	1.06%
554 - Assist invalid	5	2.66%
611 - Dispatched & cancelled en route	27	14.36%
622 - No incident found on arrival at dispatch address	2	1.06%
631 - Authorized controlled burning	1	0.53%
651 - Smoke scare, odor of smoke	2	1.06%
671 - HazMat release investigation w/no HazMat	1	0.53%
735 - Alarm system sounded due to malfunction	3	1.6%
736 - CO detector activation due to malfunction	2	1.06%
743 - Smoke detector activation, no fire - unintentional	2	1.06%
745 - Alarm system activation, no fire - unintentional	1	0.53%
TOTAL INCIDENTS:	188	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

City of Monroe Fire Dept

Monroe, GA



May 2025 Incident Distribution Map

City of Monroe Fire Dept

Monroe, GA

Incident Comparison 2021-2025

May	2021	2022	2023	2024	2025
100 - Fire	8	5	5	1	6
200 - Overpressure Rupture, Explosion, Overheat	0	0	0	0	0
300 - Rescue & EMS	139	107	124	147	123
400 - Hazardous Condition	16	12	11	6	5
500 - Service Call	11	10	10	28	13
600 - Good Intent & Canceled Call	73	41	27	37	33
700 - False Alarm & False Call	5	9	12	16	8
800 - Severe Weather & Natural Disaster	0	0	0	0	0
900 - Special Incident Type	0	0	0	0	0
	252	184	189	235	188

City of Monroe Fire Dept

Monroe, GA

This report was generated on 6/20/2025 12:44:27 PM

Average Response Time for Agency for Response Mode for Date Range

Response Mode: Lights and Sirens | Start Date: 05/01/2025 | End Date: 05/31/2025

RESPONSE MODE	INCIDENT COUNT	AVERAGE RESPONSE TIME (Dispatch to Arrived)
AGENCY: City of Monroe Fire Dept		
Lights and Sirens	200	0:05:34

Only REVIEWED incidents included. Times shown are in HH:MM:SS (Hour:Minute:Second) format.

City of Monroe Fire Dept

Monroe, GA

This report was generated on 6/20/2025 12:39:48 PM

Count of Overlapping Incidents for Date Range

Start Date: 05/01/2025 | End Date: 05/31/2025

# OVERLAPPING	% OVERLAPPING	TOTAL
30	15.96	188

OVERLAPPING INCIDENT DETAILS

ALARM	CLEAR/CANCEL	INCIDENT #	INCIDENT TYPE	STATION	ZONE
5/1/2025					
5/1/2025 11:28:25 AM	5/1/2025 11:40:38 AM	2025-0844	311	Monroe (City of) Headquarters	
5/1/2025 11:31:52 AM	5/1/2025 11:49:54 AM	2025-0845	311	Monroe (City of) Headquarters	
5/5/2025					
5/5/2025 2:21:46 PM	5/5/2025 3:14:06 PM	2025-0862	118	Monroe (City of) Headquarters	
5/5/2025 2:22:59 PM	5/5/2025 2:35:47 PM	2025-0863	311	Monroe (City of) Headquarters	
5/6/2025					
5/6/2025 1:05:42 AM	5/6/2025 1:45:14 AM	2025-0867	321	Monroe (City of) Headquarters	
5/6/2025 1:10:03 AM	5/6/2025 1:40:36 AM	2025-0868	311	Monroe (City of) Headquarters	
5/8/2025					
5/8/2025 8:46:17 PM	5/8/2025 9:00:06 PM	2025-0883	311	Monroe (City of) Headquarters	
5/8/2025 8:59:23 PM	5/8/2025 9:24:41 PM	2025-0884	321	Monroe (City of) Headquarters	
5/10/2025					
5/10/2025 8:40:04 PM	5/10/2025 8:53:32 PM	2025-0895	311	Monroe (City of) Headquarters	
5/10/2025 8:41:09 PM	5/10/2025 8:59:59 PM	2025-0896	322	Monroe (City of) Headquarters	
5/10/2025 8:47:55 PM	5/10/2025 9:09:27 PM	2025-0897	736	Monroe (City of) Headquarters	
5/11/2025					
5/11/2025 5:03:08 PM	5/11/2025 5:23:33 PM	2025-0902	451	Monroe (City of) Headquarters	
5/11/2025 5:11:46 PM	5/11/2025 5:27:52 PM	2025-0903	321	Monroe (City of) Headquarters	
5/13/2025					
5/13/2025 3:17:26 PM	5/13/2025 3:48:28 PM	2025-0913	322	Monroe (City of) Headquarters	
5/13/2025 3:38:17 PM	5/13/2025 3:48:00 PM	2025-0914	311	Monroe (City of) Headquarters	
5/13/2025 5:09:12 PM	5/13/2025 5:12:03 PM	2025-0915	611	Monroe (City of) Headquarters	
5/13/2025 5:11:47 PM	5/13/2025 5:25:36 PM	2025-0916	311	Monroe (City of) Headquarters	

Percentage of incidents overlapping from total incidents in month,year. Compared incident time range as either Alarm to Cancel or Alarm to Clear for incidents that have either Cancel or Clear time recorded. Reviewed calls only. Group by date. Displays date, incident number, incident type (numeric only), zone, and station.

OVERLAPPING INCIDENT DETAILS					
ALARM	CLEAR/CANCEL	INCIDENT #	INCIDENT TYPE	STATION	ZONE
5/13/2025 5:23:49 PM	5/13/2025 5:48:00 PM	2025-0917	321	Monroe (City of) Headquarters	
5/20/2025					
5/20/2025 10:21:15 AM	5/20/2025 11:18:43 AM	2025-0961	322	Monroe (City of) Headquarters	
5/20/2025 11:13:27 AM	5/20/2025 11:36:38 AM	2025-0962	554	Monroe (City of) Headquarters	
5/20/2025 11:16:52 AM	5/20/2025 11:43:18 AM	2025-0963	324	Monroe (City of) Headquarters	
5/20/2025 11:29:12 AM	5/20/2025 11:50:45 AM	2025-0964	321	Monroe (City of) Headquarters	
5/22/2025					
5/22/2025 3:08:26 PM	5/22/2025 3:34:19 PM	2025-0974	311	Monroe (City of) Headquarters	
5/22/2025 3:19:05 PM	5/22/2025 3:37:12 PM	2025-0975	311	Monroe (City of) Headquarters	
5/24/2025					
5/24/2025 9:49:00 PM	5/24/2025 10:10:59 PM	2025-0991	500	Monroe (City of) Headquarters	
5/24/2025 9:53:57 PM	5/24/2025 10:06:59 PM	2025-0992	311	Monroe (City of) Headquarters	
5/26/2025					
5/26/2025 12:24:59 PM	5/26/2025 12:37:31 PM	2025-1001	554	Monroe (City of) Headquarters	
5/26/2025 12:31:34 PM	5/26/2025 12:37:00 PM	2025-1002	611	Monroe (City of) Headquarters	
5/26/2025 1:26:30 PM	5/26/2025 3:39:43 PM	2025-1003	111	Monroe (City of) Headquarters	
5/26/2025 2:57:22 PM	5/26/2025 3:00:30 PM	2025-1004	611	Monroe (City of) Headquarters	

Percentage of incidents overlapping from total incidents in month,year. Compared incident time range as either Alarm to Cancel or Alarm to Clear for incidents that have either Cancel or Clear time recorded. Reviewed calls only. Group by date. Displays date, incident number, incident type (numeric only), zone, and station.

City of Monroe Fire Dept

Monroe, GA

This report was generated on 6/20/2025 12:46:23 PM

Incident Detail for Aid Given and Received for Incident Type Range for Date Range

Incident Type Range: 100 - 911 | StartDate: 05/01/2025 | EndDate: 05/31/2025

INCIDENT DATE	INCIDENT #	ADDRESS	INCIDENT TYPE	SHIFT
AID TYPE: Automatic aid given				
05/07/2025	2025-0874	1210 MOUNT PARAN CHURCH RD	111 - Building fire	MFD - Monroe (City of) Headquarters
05/13/2025	2025-0915	1865 Bold Springs RD	611 - Dispatched & cancelled en route	MFD - Monroe (City of) Headquarters
05/20/2025	2025-0959	2970 HD ATHA RD	611 - Dispatched & cancelled en route	MFD - Monroe (City of) Headquarters
05/27/2025	2025-1013	1525 J M Brown Rd	651 - Smoke scare, odor of smoke	MFD - Monroe (City of) Headquarters
05/27/2025	2025-1014	1880 Highway 138	611 - Dispatched & cancelled en route	MFD - Monroe (City of) Headquarters
		Percentage of Total Incidents:	2.66%	
AID TYPE: Automatic aid received				
05/01/2025	2025-0843	735 Country Club DR	111 - Building fire	MFD - Monroe (City of) Headquarters
05/03/2025	2025-0854	1480 Highway 78	445 - Arcing, shorted electrical equipment	MFD - Monroe (City of) Headquarters
05/13/2025	2025-0919	216 Walker DR	440 - Electrical wiring/equipment problem, other	MFD - Monroe (City of) Headquarters
05/23/2025	2025-0985	751 Ridge RD	651 - Smoke scare, odor of smoke	MFD - Monroe (City of) Headquarters
05/26/2025	2025-1003	752 Fleeting WAY	111 - Building fire	MFD - Monroe (City of) Headquarters
05/28/2025	2025-1017	1225 Custom WAY	113 - Cooking fire, confined to container	MFD - Monroe (City of) Headquarters
		Percentage of Total Incidents:	3.19%	
AID TYPE: Mutual aid received				
05/18/2025	2025-0949	1016 E Marable ST	361 - Swimming/recreational water areas rescue	MFD - Monroe (City of) Headquarters
05/26/2025	2025-1004	907 Amber TRL	611 - Dispatched & cancelled en route	MFD - Monroe (City of) Headquarters
		Percentage of Total Incidents:	1.06%	

Displays all incidents with aid given or received, and excludes incidents with neither. Percentages calculated from total number of incidents for parameters provided. Only REVIEWED incidents included.

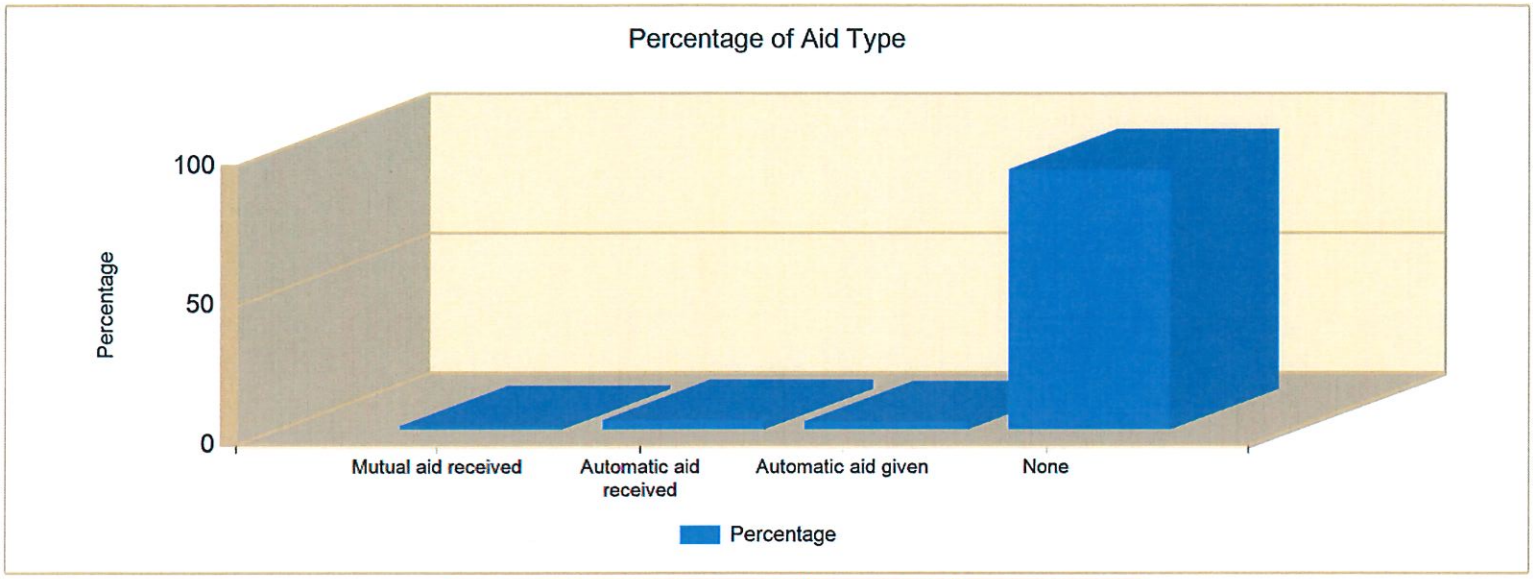
City of Monroe Fire Dept

Monroe, GA

This report was generated on 6/20/2025 12:45:31 PM

Count of Aid Given and Received for Incidents for Date Range

Start Date: 05/01/2025 | End Date: 05/31/2025



AID TYPE	TOTAL	% of TOTAL
Mutual aid received	2	1.1%
Automatic aid received	6	3.2%
Automatic aid given	5	2.7%
None	175	93.1%

Only REVIEWED incidents included

City of Monroe Fire Dept

Monroe, GA

This report was generated on 6/20/2025 12:38:32 PM

Detailed Losses For Date Range

Start Date: 05/01/2025 | End Date: 05/31/2025

# INCIDENTS	TOTAL PRE-INCIDENT PROP. VAL.	TOTAL PRE-INCIDENT CONT. VAL.	TOTAL PRE-INCIDENT VAL.	AVG. VAL.	TOTAL PROP. LOSS	TOTAL CONT. LOSS	TOTAL LOSSES	AVERAGE LOSS
5	$1,118,882.00	$259,041.00	$1,377,923.00	$275,584.00	$54,400.00	$18,100.00	$72,500.00	$14,500.00

INCIDENT #	DATE	TYPE	LOCATION	PRE-INCIDENT PROPERTY	PRE-INCIDENT CONTENTS	PRE-INCIDENT TOTAL	PROP. LOSS	CONT. LOSS	TOTAL
2025-0843	05/01/2025	111 - Building fire	735 Country Club DR Monroe	$308,082.00	$154,041.00	$462,123.00	$3,000.00	$3,000.00	$6,000.00
2025-0850	05/02/2025	131 - Passenger vehicle fire	2050 W Spring ST Monroe	$5,000.00	$0.00	$5,000.00	$1,000.00	$0.00	$1,000.00
2025-0862	05/05/2025	118 - Trash or rubbish fire, contained	1611 Manor PL Monroe	$262,400.00	$5,000.00	$267,400.00	$0.00	$100.00	$100.00
2025-1003	05/26/2025	111 - Building fire	752 Fleeting WAY Monroe	$542,800.00	$100,000.00	$642,800.00	$50,000.00	$15,000.00	$65,000.00
2025-1017	05/28/2025	113 - Cooking fire, confined to container	1225 Custom WAY Monroe	$600.00	$0.00	$600.00	$400.00	$0.00	$400.00

Only Reviewed Incidents included.

POLICE DEPARTMENT MONTHLY REPORT

July

2025

Compairison of May 2024 to May 2025 Activity Reports

	2024			2025	
Calls for Service	2,456			2,263	
Area Checks	11,380			9,494	
Training Hours	808			623	
Part A Crimes	39			23	
Part B Crimes	24			17	
Arrest-Adult	37			38	
Juvenile	2			2	

Arrest Distribution Report

Printed On: 06/30/2025

Beginning Date: 05/01/2025 **Ending Date:** 05/31/2025

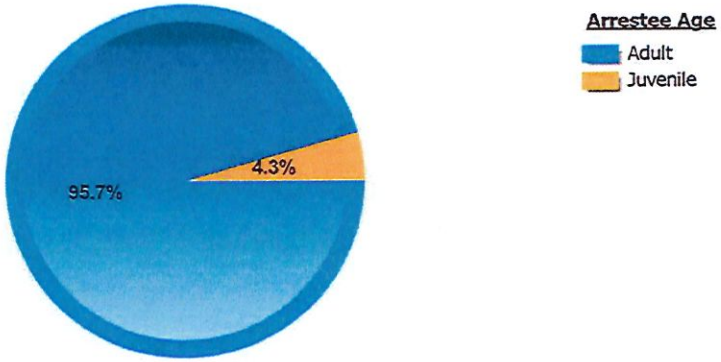
Arrestee Age

Agency: MONROE POLICE DEPARTMENT

Offense: Group A Offenses

Offense	Adult	Juvenile	Total
13A - Aggravated Assault	3	1	4
13B - Simple Assault	8		8
23C - Shoplifting	1		1
23H - All Other Larceny	1		1
290 - Destruction/Damage/Vandalism of Property	1		1
35A - Drug/Narcotic Violations	8		8
Total	22	1	23

Arrestee Age Distribution



© STATE OF GEORGIA

Arrest Distribution Report

Beginning Date: 05/01/2025 **Ending Date:** 05/31/2025

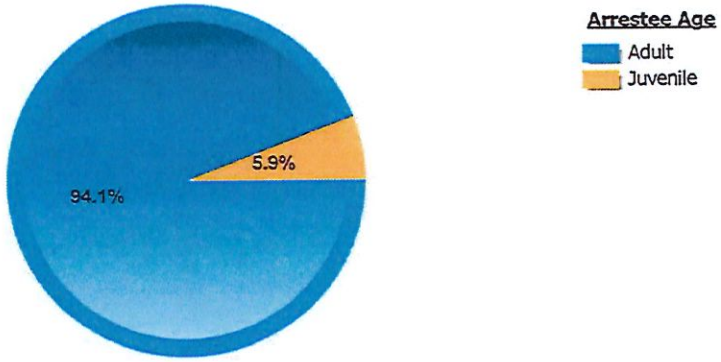
Arrestee Age

Agency: MONROE POLICE DEPARTMENT

Offense: Group B Offenses

Offense	Adult	Juvenile	Total
90C - Disorderly Conduct	5	1	6
90D - Driving Under the Influence	1		1
90E - Drunkenness	2		2
90J - Trespass of Real Property	1		1
90Z - All Other Offenses	7		7
Total	16	1	17

Arrestee Age Distribution



© STATE OF GEORGIA

Monroe Police Department

Monthly Traffic Unit Report – May 2025

I. **Introduction**

The Monroe Police Department's Traffic Unit is responsible for ensuring road safety, enforcing traffic laws, and reducing vehicle-related incidents within our jurisdiction. This report provides an overview of traffic enforcement efforts, accident statistics, and strategies for improving road safety for May 2025.

II. **Traffic Enforcement Summary**

- **Total Combined Traffic Stops Conducted:** 449
  - Downtown Traffic Stops: 93
- **Total Citations Issued:** 109
- **Warnings Issued:** 405
  - Downtown Violations: 5
  - Downtown Warnings: 51
- **DUI Arrests:** 4
- **Speeding Violations:** 100
  - Speeding Citations: 21
  - Speeding Warnings: 79
- **Other Traffic Violations:** 218
  - Citations: 48
  - Warnings: 170
- **Seatbelt Violations:** 65
  - Citations: 11
  - Warnings: 54
- **Child Restraint Violations: 8**
  - Citations: 6
  - Warnings: 2
- **Arrests:**
- Adult: (14) Juvenile (0)

III. **Accident Data Analysis**

Total Reported Traffic Crashes: 59

- Fatal Accidents: 0
- Injury Accidents: 22
- Property Damage Only Accidents: 47

Prepared by:
Lt. Anthony Harris
June 02, 2025

May 2025 Training Hours for Monroe Police Department

GPSTC online training: 116

Conference training: 28

In-service Training: 263

Off Site Training: 216

Total Training Hours: 623

WALTON COUNTY 911

Radio Log Statistical Report, by Unit

Unit	Unit Descriptiion	Number of Logs
314	LAW ENFORCEMENT UNIT	20
321	LAW ENFORCEMENT UNIT	313
325	LAW ENFORCEMENT UNIT	522
328	LAW ENFORCEMENT UNIT	1
330	LAW ENFORCEMENT UNIT	1
333	LAW ENFORCEMENT UNIT	169
336	LAW ENFORCEMENT UNIT	448
337	LAW ENFORCEMENT UNIT	95
340	LAW ENFORCEMENT UNIT	374
341	LAW ENFORCEMENT UNIT	9
342	LAW ENFORCEMENT UNIT	80
344	LAW ENFORCEMENT UNIT	422
347	LAW ENFORCEMENT UNIT	228
349	LAW ENFORCEMENT UNIT	516
351	LAW ENFORCEMENT UNIT	337
352	LAW ENFORCEMENT UNIT	5
354	LAW ENFORCEMENT UNIT	563
355	LAW ENFORCEMENT UNIT	155
356	LAW ENFORCEMENT UNIT	448
357	LAW ENFORCEMENT UNIT	29
358	LAW ENFORCEMENT UNIT	658
359	LAW ENFORCEMENT UNIT	765
360	LAW ENFORCEMENT UNIT	307
361	LAW ENFORCEMENT UNIT	218
364	LAW ENFORCEMENT UNIT	275
365	LAW ENFORCEMENT UNIT	183
366	LAW ENFORCEMENT UNIT	54
368	LAW ENFORCEMENT UNIT	525
369	LAW ENFORCEMENT UNIT	509
370	LAW ENFORCEMENT UNIT	77
371	LAW ENFORCEMENT UNIT	1188
	Total Radio Logs:	**9494**

Report Includes:
All dates between `00:00:00 05/01/25` and `23:59:59 05/31/25`, All agencies matching `MPD`, All zones, All units, All tencodes matching `1066`, All shifts

WALTON COUNTY 911

Law Total Incident Report, by Agency, Nature

Agency: MONROE POLICE DEPARTMENT

Nature of Incident	Total Incidents
FIGHT VIOLENT	11
ANIMAL COMPLAINT	4
INJURED ANIMAL	1
PROWLER	4
BURGLARY IN PROGRESS	2
BURGLARY REPORT	4
DOMESTIC NON-VIOLENT	33
DOMESTIC VIOLENT	4
WARRANT SERVICE	14
SUBJECT WITH WEAPON	5
SUSPICIOUS PERSON	59
SUSPICIOUS VEHICLE	117
TRAFFIC STOP	3
SUICIDE ATTEMPT	2
SUICIDE THREAT	2
KEYS LOCKED IN VEHICLE	75
SPEEDING AUTO	2
ACCIDENT NO INJURIES	52
MVA WITH AN ANIMAL	1
INJURY BY COMPLAINT	4
ACCIDENT WITH A DEER	3
ACCIDENT WITH INJURIES	1
OFFICER INVOLVED ACCIDENT	3
PERSON STRUCK WITH AUTO	3
ACCIDENT UNKNOWN INJURIES	8
ROAD HAZARD	6
LIVESTOCK IN ROADWAY	1
DRUNK DRIVER	2
HIT AND RUN	10
DIRECT TRAFFIC	2
TRANSPORT FOR BUSINESS	22
FUNERAL ESCORT	11
TRANSPORT	9
DISABLED VEHICLE	28
AREA/BLDG CHECK	20
LITTERING/ILLEGAL DUMPING	4
CHILD ABUSE	2
SEXUAL ASSAULT	4
BANK ALARM	2
BUSINESS ALARM	48
RESIDENTIAL ALARM	18
SCHOOL ALARM	1
DRAG RACING	1

Nature of Incident	Total Incidents
SUBJECT IN CUSTODY	1
TRANSPORT TO JAIL	1
DEMENTED PERSON NON-VIOLENT	13
STOLEN VEHICLE	4
911 HANGUP	105
CONTROL SUBSTANCE PROBLEM	12
AGENCY ASSISTANCE	9
ASSAULT	3
ASSAULT LAW ENFORCEMENT ONLY	4
CHILD CUSTODY DISPUTE	7
CIVIL ISSUE/DISPUTE	20
CRASH DETECTION DEVICE	4
DAMAGE TO PROPERTY	30
DISPUTE NON VIOLENT IN NATURE	47
DISPUTE VIOLENT IN NATURE	2
DISTRUBING THE PEACE	5
Dead Body	1
DROWNING PRIORITY 1	1
ABUSE OF THE ELDERLY	2
EMERGENCY MESSAGE	3
LE ASSIST FOR EMS	23
ENTERING AN AUTO	2
EXTRA PATROL REQUEST	7
ASSIST FIRE DEPARTMENT	7
FIREARMS DISCHARGED	9
FIREWORKS	2
FOLLOW UP TO PREVIOUS CALL	4
FOUND PROPERTY	5
FRAUD	7
GUNSHOT WOUND PRIORITY 1	2
HARRASSING PHONE CALLS	2
HARRASSMENT	7
IDENTITY THEFT	1
ILLEGAL PARKING	15
JUVENILE RUNAWAY	4
JUVENILE COMPLAINT	21
JUVENILE PROBLEM -NO COMPLAINT	6
LOST ITEM REPOR	2
LOUD MUSIC COMPLAINT	37
MENTAL PSYCHOLOGICAL EMOTIONAL	1
MISCELLANEOUS CAD REPORT	1
MISSING PERSON	3
MISCELLANEOUS LAW INCIDENT	38
RECOVERED STOLEN PROPERTY	2
RECOVERED STOLEN VEHICLE	1
SAFETY SOBRIETY CHECK POINT	3
PHONE CALLS/MAIL SCAMS	2
SHOPLIFTING	4

Nature of Incident	Total Incidents
STALKING	2
THEFT REPORT	21
THREATS	12
TRAFFIC LIGHT OUT	6
TRAFFIC VIOLATION	1044
TRAILER INSPECTION	4
TREE DOWN	2
TRESPASSING	1
UNKNOWN PRIORTY 1	1
UNKNOWN LAW PROBLEM	14
UNSECURE PREMISES	2
VEHICLE INSPECTION	13
VIOLATION TPO	3
WANTED PERSON	9
WELFARE CHECK	29
Total Incidents for This Agency	**2263**

Total reported: 2263

Report Includes:
All dates between `00:00:00 05/01/25` and `23:59:59 05/31/25`, All agencies matching `MPD`, All natures, All locations, All responsible officers, All dispositions, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes

2025 JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTALS	
AGENCY													
LE CALLS													
WALTON SO	4,275	3,503	4,643	4,041	4,086								20,548
WCSO AREA CHECKS	12,436	11,207	12,300	12,075	12,462								60,480
MONROE PD	2,310	2,079	2,540	2,304	2,263								11,496
MPD AREA CHECKS	11,208	10,237	11,893	9,318	9,494								52,150
LOGANVILLE PD	859	791	972	1,069	1,087								4,778
LPD AREA CHECKS	2,720	3,687	3,676	3,059	2,846								15,988
SOCIAL CIRCLE PD	507	730	753	554	634								3178
SPD AREA CHECKS	1,021	767	634	495	630								3,547
TOTALS	35,336	33,001	37,411	32,915	33,502								172,165
WALTON EMS	1,939	1,530	1,677	1,574	1,544								8,264
WALTON FIRE	623	527	606	519	502								2,777
MONROE FIRE	252	206	208	205	201								1072
LOGANVILLE FIRE	245	208	220	204	193								1,070
SOC CIRCLE FIRE	88	56	68	57	60								329
TOTALS	1,208	997	1,102	985	956	0	0	0	0	0	0	0	5,248
PHONE CALLS													
ABANDONED	197	272	237	234									940
ADMIN IN	5,903	4,672	5,397	5,514									21,486
ADMIN OUT	3,518	3,066	3,313	3,485									13,382
911	4,403	3,731	4,132	4,009									16,275
TOTAL	14,021	11,741	13,079	13,242	0	0	0	0	0	0	0	0	52,083

SOLID WASTE DEPARTMENT MONTHLY REPORT JULY 2025

ITEMS OF INTEREST

I. **Mattress Update*:*** ***103 mattresses picked up at curbside in May 2025.***
Billed for 87 at $1,696.50

II. **Tonnage Reports:** ***See attached!***

III. Curbside Recycling Update: A 34% increase in customer participation, using the 65 gallon "Blue" cart, since the program started in ***March of 2021.***
The "Oops" tags are being implemented, *to help educate citizens and reduce the amount of contamination in the cart.*

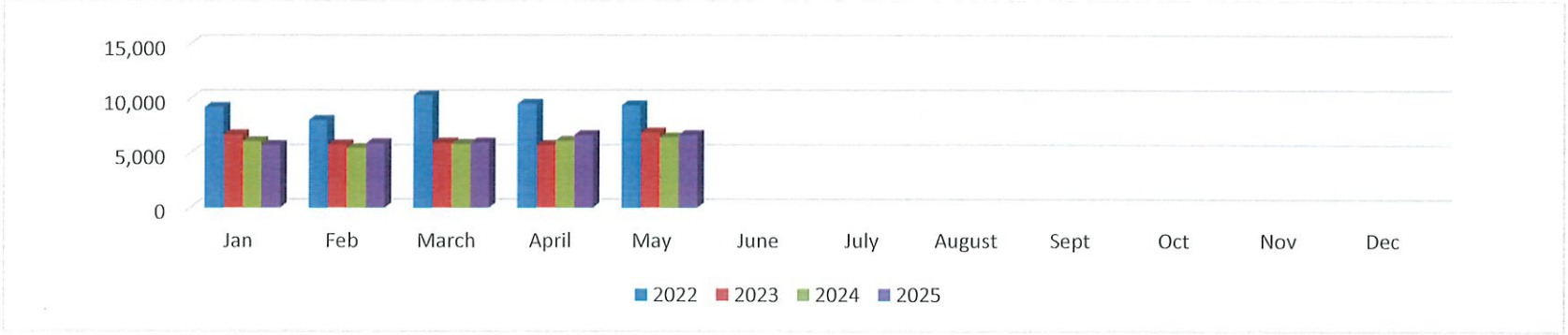
- Customers who would like to participate, should call our office at: 770-267-6933 to request a cart***. Service reminder: All acceptable items should be loose inside the cart and not in plastic bags! Oversized cardboard broken down, bundled, and set out next to the cart, for separate collection.***

IV. Curbside Glass Collection Update: Currently have 419 customers participating. (2.70 tons collected in May 2025).
Reminder: Please rinse the glass containers and remove all caps or lids. Also, Items cannot be mixed with other recycling materials! A separate vehicle will collect the glass.

Dps

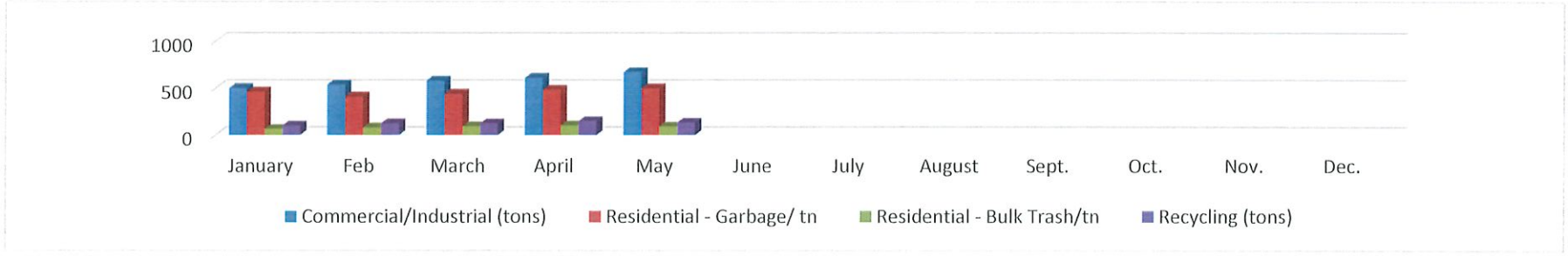
City of Monroe Transfer Station
Customer Inbound Garbage/Trash Tonnage

	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total:
2022	9,230	8,037	10,290	9,526	9,395								
2023	6,724	5,801	5,966	5,745	6,894								
2024	6,080	5,486	5,847	6,129	6,455								
2025	5,727	5,903	5,971	6,668	6,674								



Note: A 29% decrease in tonnage since May 2022, due to rate increases in 2023, 2024, and 2025.

2025	January	Feb	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.
Commercial/Industrial (tons)	499.08	535.49	578.9	609	669.11							
Residential - Garbage/ tn	461.17	410.06	439.06	482.62	496.58							
Residential - Bulk Trash/tn	63.58	77.92	92.98	100.1	89.23							
Recycling (tons)	98.53	124.60	123.49	148.3	131.68							
Transfer Station (tons)	5,727.12	5,903.09	5,970.73	6,667.56	6,673.99							
Customers (TS)	20	21	21	20	19							
Sweeper debris (tons)	45.93	52.39	36.21	32.95	29.94							
Storm drain debris (tons)	0.12	0.19	0.65	0.52	2.01							
2025	January	Feb	March	April	May							
Recycling - Yard Waste (tons)	42.68	69.26	61.85	78.79	71.43							
Recycling - Leaves (tons)					4.74							
Recycling - Curbside (tons)	38.14	31.39	36.13	41.03	35.84							
Recycling - Cardboard (tons)	7.25	7.85	11.62	15.26	4.39							
Recycling - Scrap Metal (tons)	4.72	8.83	6.88	3.57	9.35							
Recycling - Scrap tires (tons)	22 (0.45)	94 (1.94)	98 (2.02)	203 (4.19)	20 (0.41)							
Recycling - Glass (tons)	1.47	1.53	1.63	0.89	2.7							
Recycling - C & D (tons)												
Recycling - Mattresses	***139 (3.82)***	***138 (3.80)***	***122 (3.36)***	***166 (4.57)***	***103 (2.83)***							
95G Garbage carts (each)	25	29	84	60	31							
65G Recycling Carts (each)	***13***	***5***	***17***	***38***	***9***							
18G Recycling bins (each)	1	2	1		2							
Dumpsters (each)	1	4		6	3							
Cemetery Permits	4	2	4	3	5							



Note: 1,254.92 tons of trash /garbage collected and disposed.

131.68 tons of recycled materials collected, including scrap tires & mattresses.

STREETS AND TRANSPORTATION DEPARTMENT MONTHLY REPORT

JULY 2025

Public Works Administration

May 2025

	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
Calls received	611	454	713	544	509								2831
Work orders received	157	160	187	180	142								826
Work orders completed	97	78	4	2	2								183
Permits received/approved -													
Road closure					1								1
Parade													0
Procession													0
Public demonstration													0
Assembly			1	4	5								10
Picket													0
Road race			1	1									2

Fleet Maintenance Division

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

Department	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
Airport													0
Code													0
Electric/Cable	3	1	1	6	7								18
Fire	6	5	2	5	2								20
Gas/Water/Sewer	3	8	7	8	11								37
Meter Readers	2		2	2	1								7
Police	37	25	21	20	20								123
Public Works	32	25	23	24	25								129
													0
TOTAL	83	64	56	65	66	0	0	0	0	0	0	0	334

Street Division

- Sweeper-city wide
- City wide road repair
- Right of way mowing
- Utility cuts – city wide
- Mowing near the lights at the Airport
- Airport hanger paving
- Inert loading mulch
- Prune tree on Spring St @Broad Street
- Clearing on Wayne Street parking lot
- First Friday Concert
- Cleaning curbs – city wide

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Pot holes/utility cuts	10	18	10	25	22								85
Total tons	10.5	36.67	10.62	18.3	55								131

Stormwater

- Ditch Maintenance
  -Sorrells Street

* Catch basin maintenance/structure repair
  -Hammond Drive
  -Marable Street

- Storm pipe install new/Catch basin new
  -Shamrock Drive

- Pipe repair or replace
  -None

* Inspections
  -City Wide

- Pond Maint.
  -Public Works

Storm grate cleaning (City wide)

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Grates	7	10	30	31	56								134
Total Tons	0.2	0.19	1.5	0.31	3.4								5.6

Sign & Marking Division

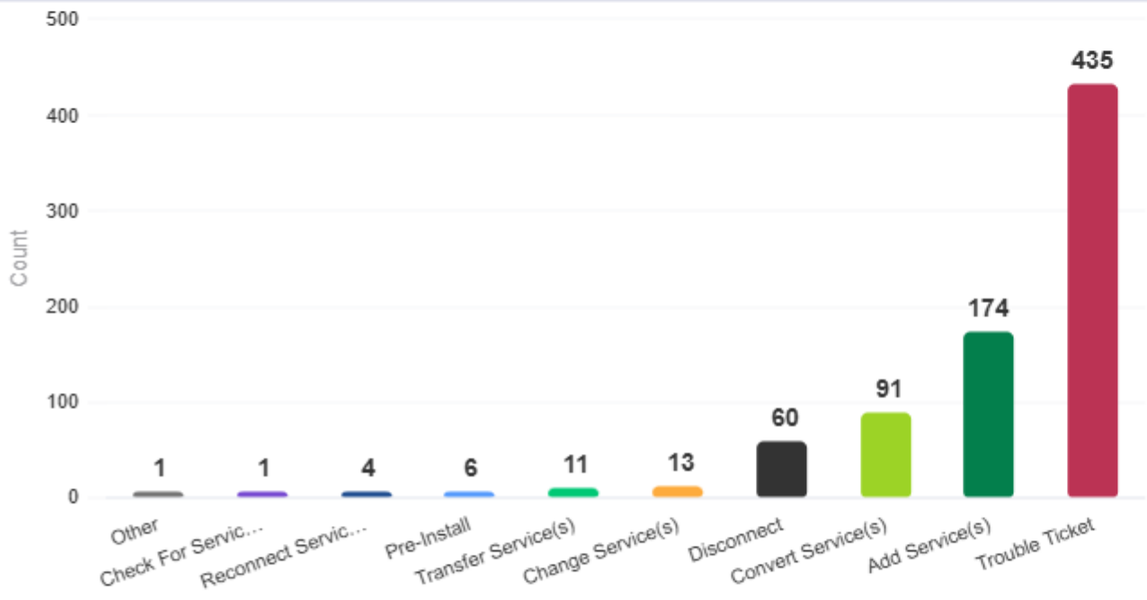
• General maintenance:

	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
Signs repaired	9	5	4	10	4								32
Signs replaced	13	12	9	21	7								62
Sign post replaced/installed	13	13	14	27	7								74
New signs	19	17	27	24	25								112
Signs cleaned	11	5	4	6	7								33
Signs installed (new)	2		4	7									13
City emblems installed			2	2	2								6
In-lane pedestrian signs	1												1
Banners													0
Compaction Test													0
Traffic Studies	4				1								5
Parking Lot Striped					1								1
Speed hump installed/repair	1				1								2
Crosswalk installed			1										1
Stop bars installed													0
Airport Maint.	10	7	7	9	4								37
Handicap Marking													
Gate repairs	2	2	2	3									
Traffic Lights-flashing lights	2	2	3	1	1								9
Locates	10	3	12	8	1								34
Curb striped													
TOTAL	97	66	89	118	61	0	0	0	0	0	0	0	422

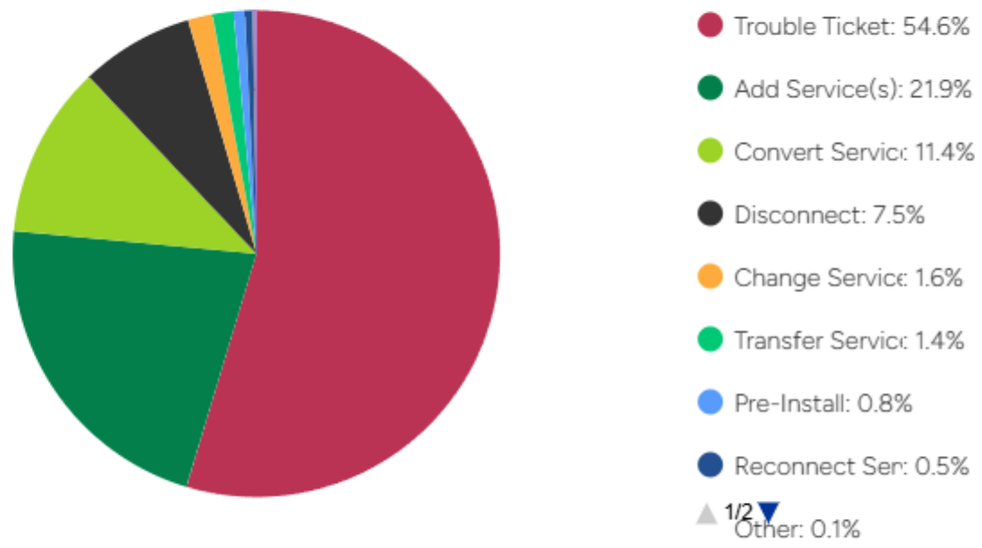
June 2025: Telecomm Work Order Report

July 02, 2025 | 14:44:59

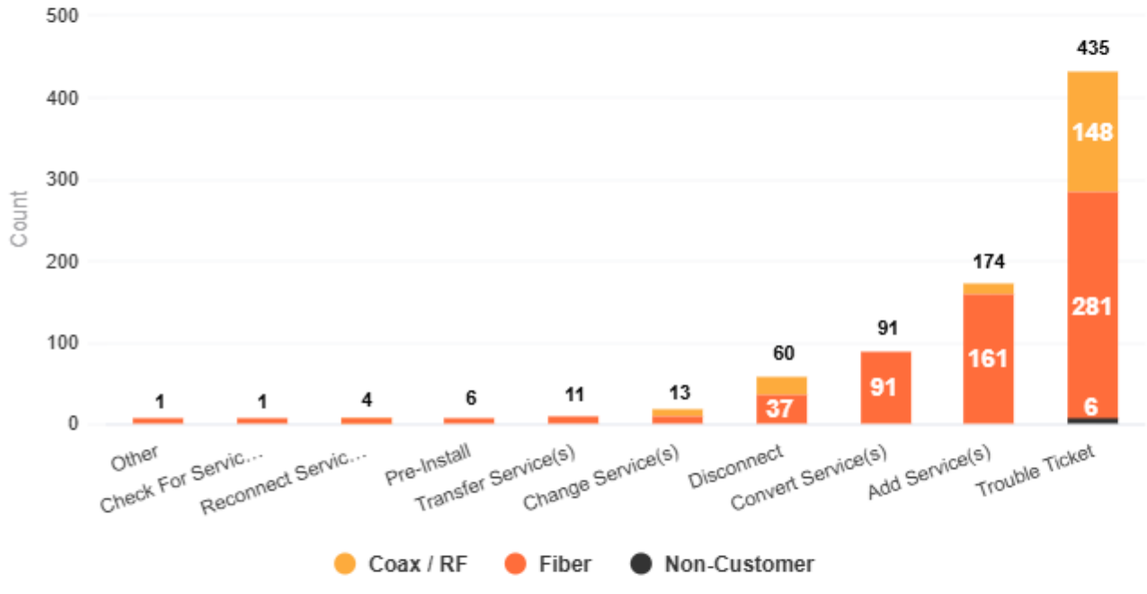
Work Orders Completed (By Type)



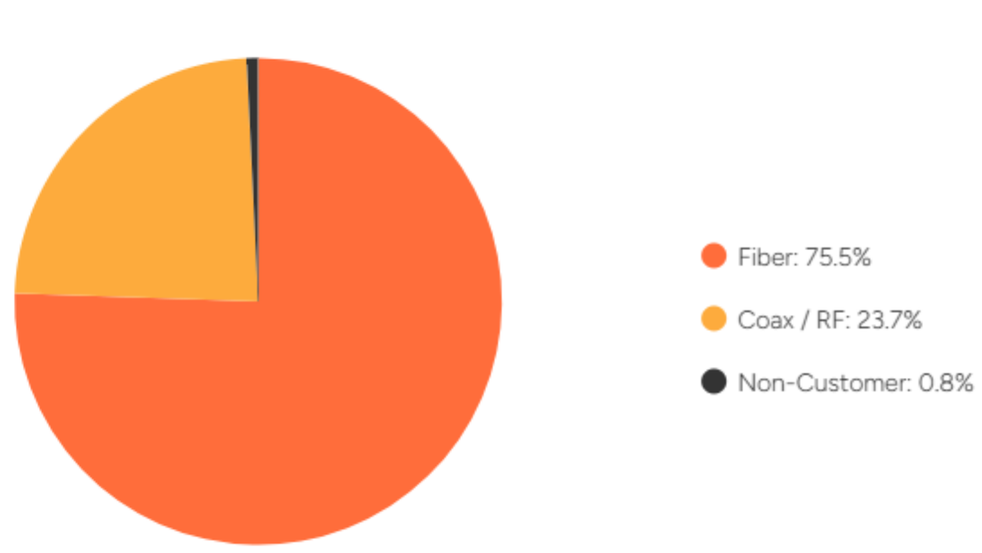
Work Orders Completed (By Type)



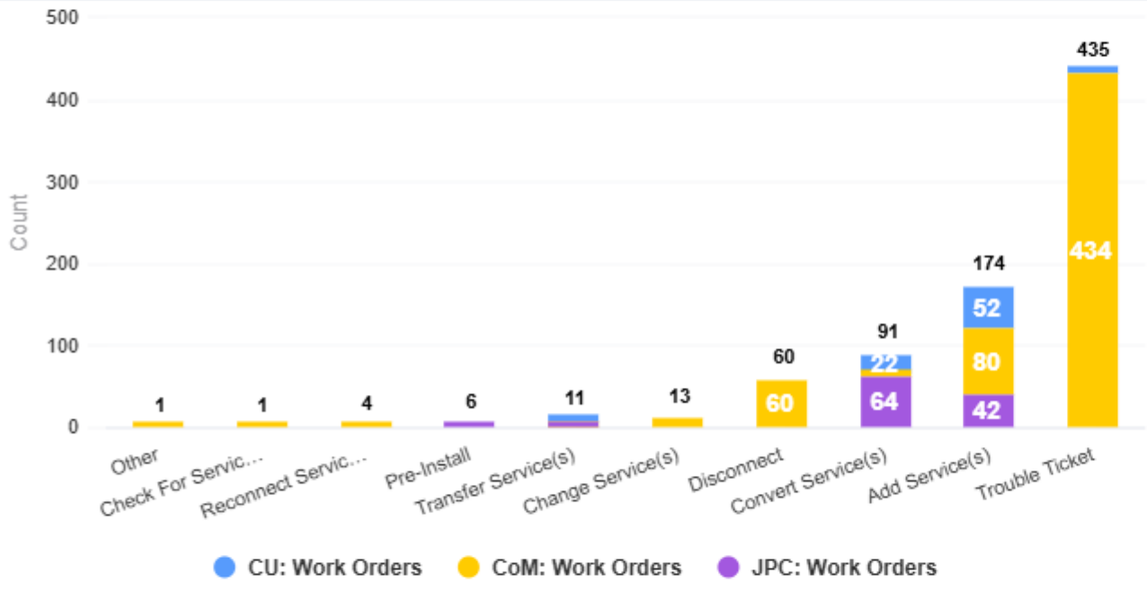
Work Orders Completed (By Service Delivery)



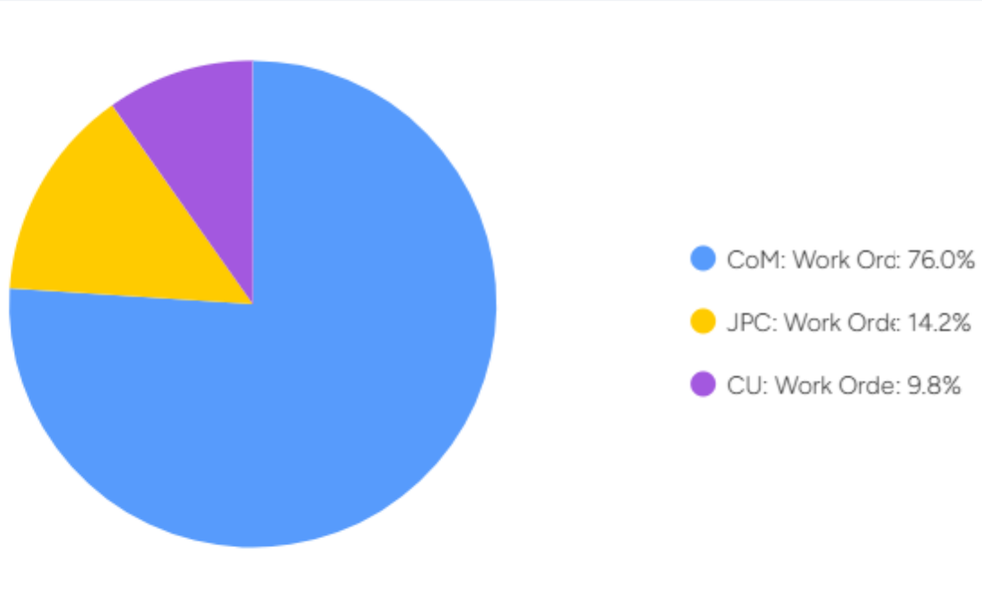
Work Orders Completed (By Service Delivery)



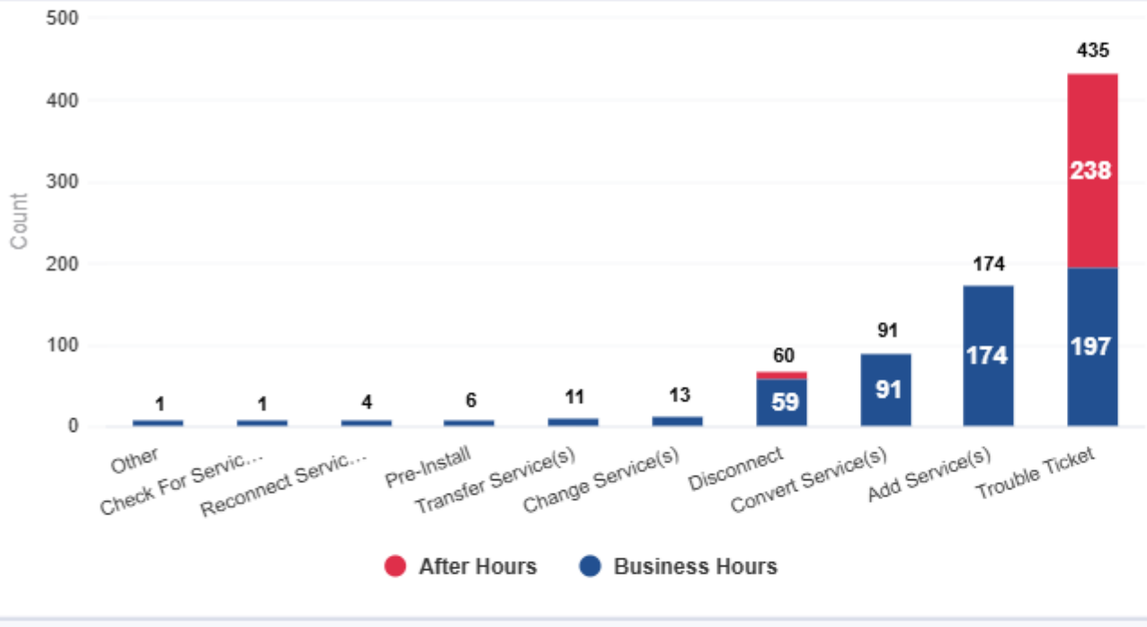
Work Orders Completed (By Group)



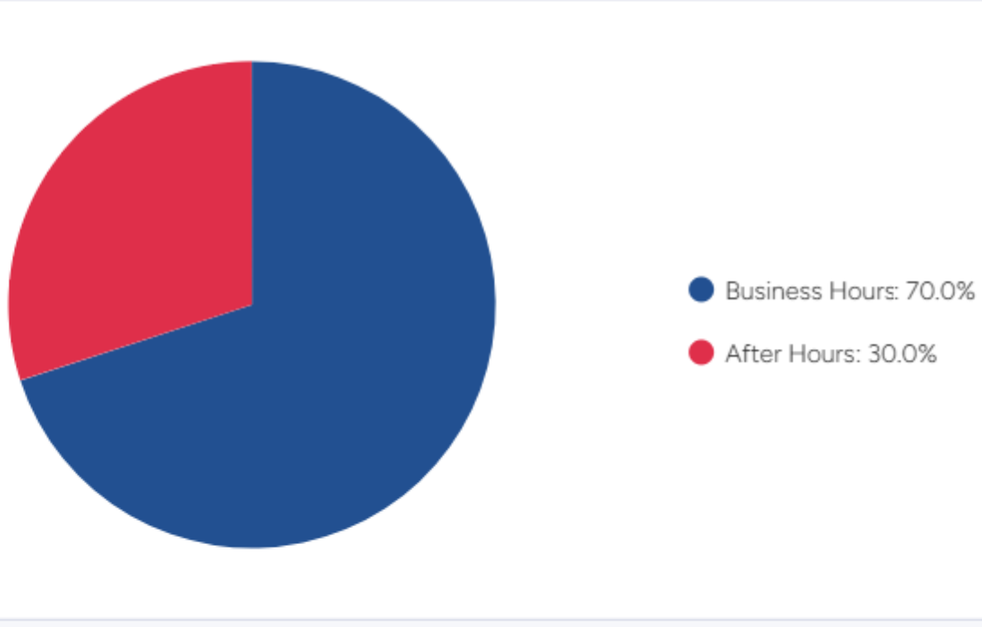
Work Orders Completed (By Group)



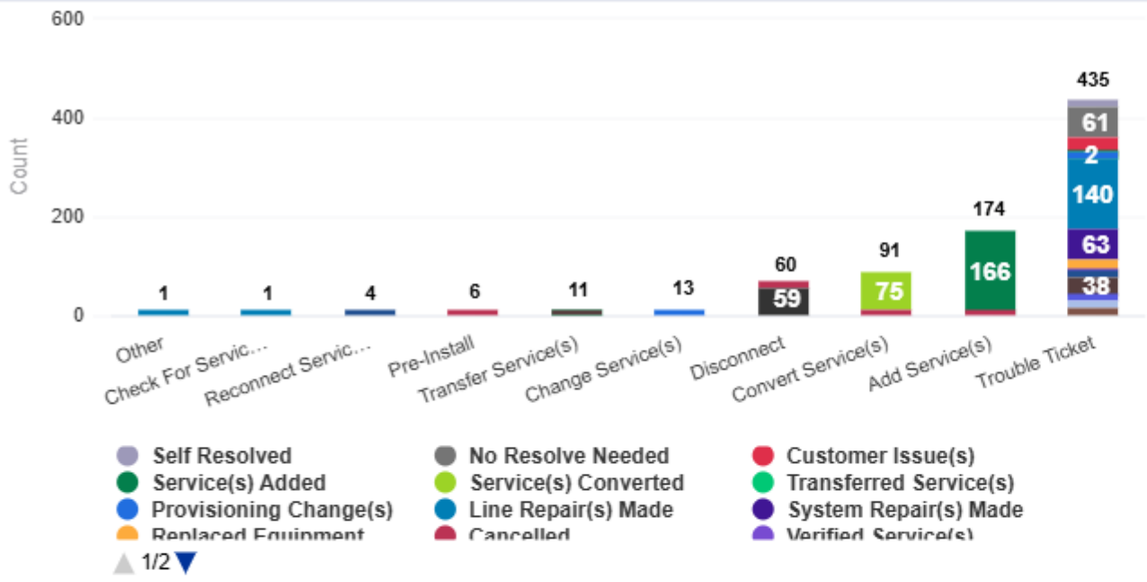
Work Orders Completed (By Submission Timeframe)



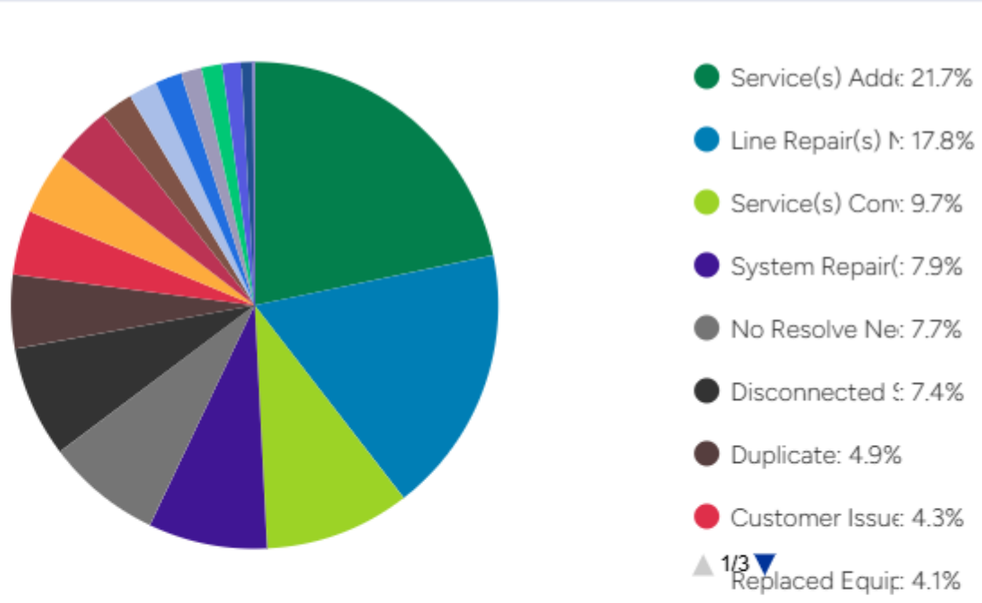
Work Orders Completed (By Submission Timeframe)



Work Orders Completed (By Resolution)



Work Orders Completed (By Resolution)



TELECOMMUNICATIONS DEPARTMENT

MONTHLY REPORT

June

2025

Subscriber Report: *(As of 07/02/2025)*

Subscriber Type	Month of May	Month of June	Change
Registered Online Fiber ONTs:	4,119	4,146*	+27*
Registered Online Cable Modems:	1,578	1,528	-50
Registered WiFi Devices:	1,316	1,390	+74
Registered Streaming TV Accounts:	506	499	-7

- Registered fiber devices currently account for 73% (+1%) of all active online devices / customers.
- Registered cable modem devices currently account for 27% (-1%) of all active installations.
- At present, managed Wi-Fi (Calix) devices account for 24% (+1) of Wi-Fi service(s) across all fiber ONT and cable modem customers.

** - Starting this month, we will be tracking the number of online and registered fiber ONTs vs the number of installs. This will give us a much more accurate count of online fiber devices instead of just tracking installs that may happen multiple times at the same location.*

Projects List:

Fiber BOND Project
Status: ***In Progress***

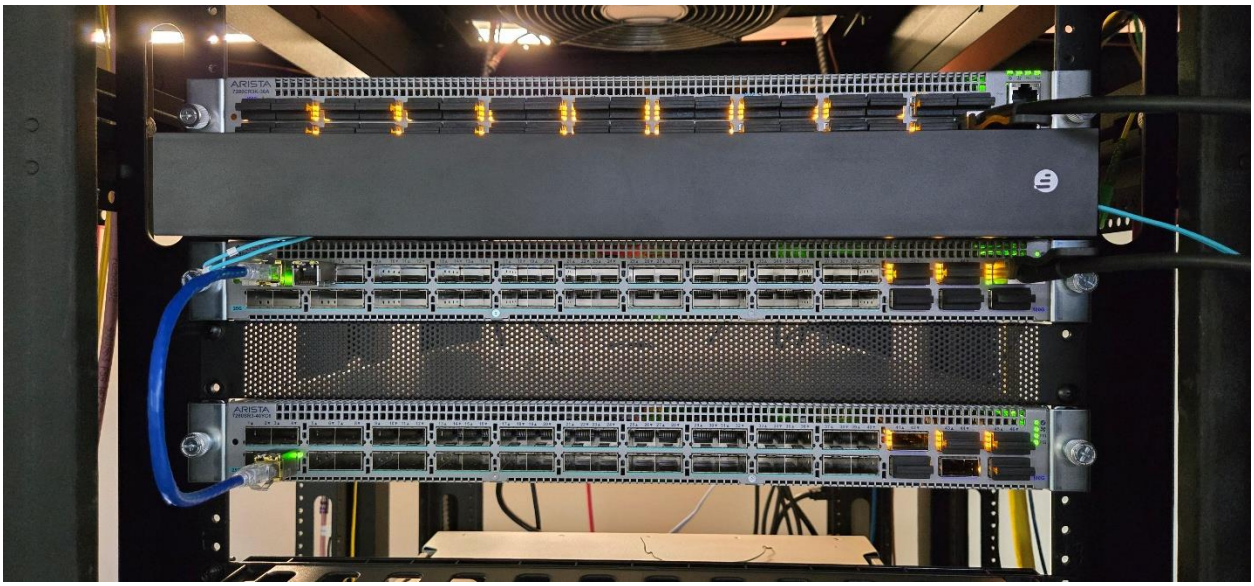
Work continues along the East Marable Street / Hickory Drive area to turn up new fiber services. Due to the frequency of bad weather in June , infrastructure progress slowed a little bit as we have spent a good deal of time trying to get storm impacted areas back up and running again at full capacity. We anticipate that infrastructure work will resume back to normal levels for the upcoming month, provided frequent weather events do not repeat.

Down lines / trees were frequent for the month of June due to increased storm activity.

Arista Core Replacement (CIP)

Status: ***In Progress***

Our Arista equipment has arrived! We are currently in the process of getting the equipment installed and will begin basic configuration in the very near future. As discussed previously, this project will allow us to greatly increase backhaul bandwidth, upgrade our core infrastructure with more up-to-date network technology, as well as provide better network diagnostic information with real-time information.



Arista 7280cr3k-36a (top) and two Arista 7280sr3-40yc6 (bottom) installed at one of our locations, getting ready for base configuration.

Core Bandwidth Expansion

Status: ***Completed***

Our new 40 gig circuit has been installed and we have migrated connections from our existing 20 gig circuit over. The new circuit not only doubles our bandwidth but also provides us advanced DDoS protection as well.

24 hour sample of traffic peaking near 16 Gbps during peak hours.

Brookhaven Conversion

Status: ***In Progress***

We have been able to convert the existing customers off our old legacy fiber system on to our standard GPON deployment infrastructure, offering the customer more bandwidth options and giving us better support and diagnostic capabilities. Work continues to reach the remaining legacy customers and convert them over.

Network Diversity Expansion

Status: ***Beginning***

We have come to agreement with Georgia Transmission Company which will allow us to use them as transport for a second (truly diverse) network path out. GTC is now in the process of working to have their network delivered to us in at a mutual connection site.

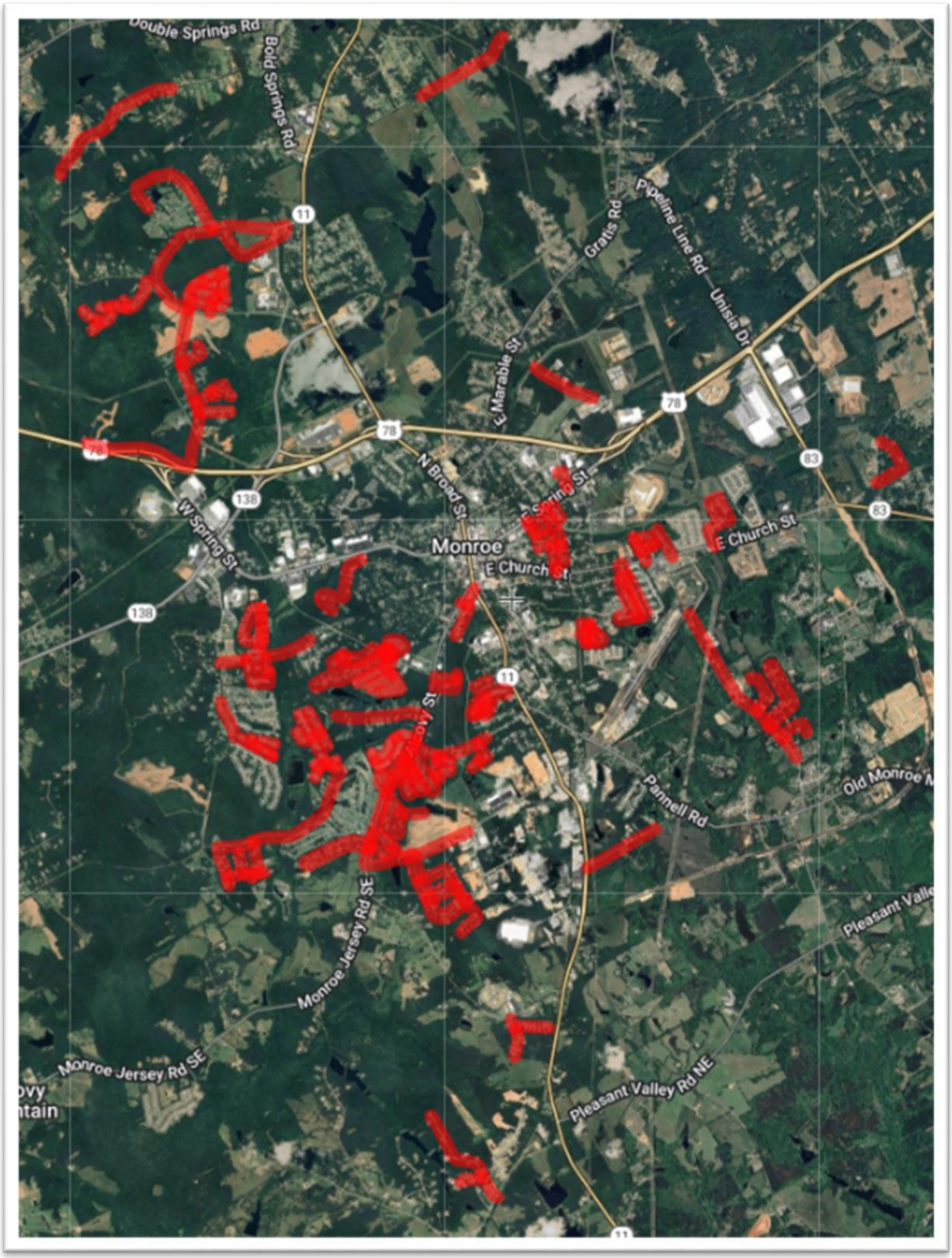
RF Plant Decommission

Status: ***In Progress***

Work continues with decommissioning part of the existing cable plant where service(s) are no longer being offered. At present, we currently have nearly 22% (+3%) of our existing legacy coax plant completely shutdown and terminated.

The following legacy coax nodes currently have LESS than 20 active cable modems customers waiting to be converted:

- Cedar Ridge
- Mill Creek
- Evergreen
- Banker's Boulevard
- Pine Park
- John Deere
- Roscoe Davis



Areas in red show where existing coax service(s) have been completely terminated and are no longer available to be used.

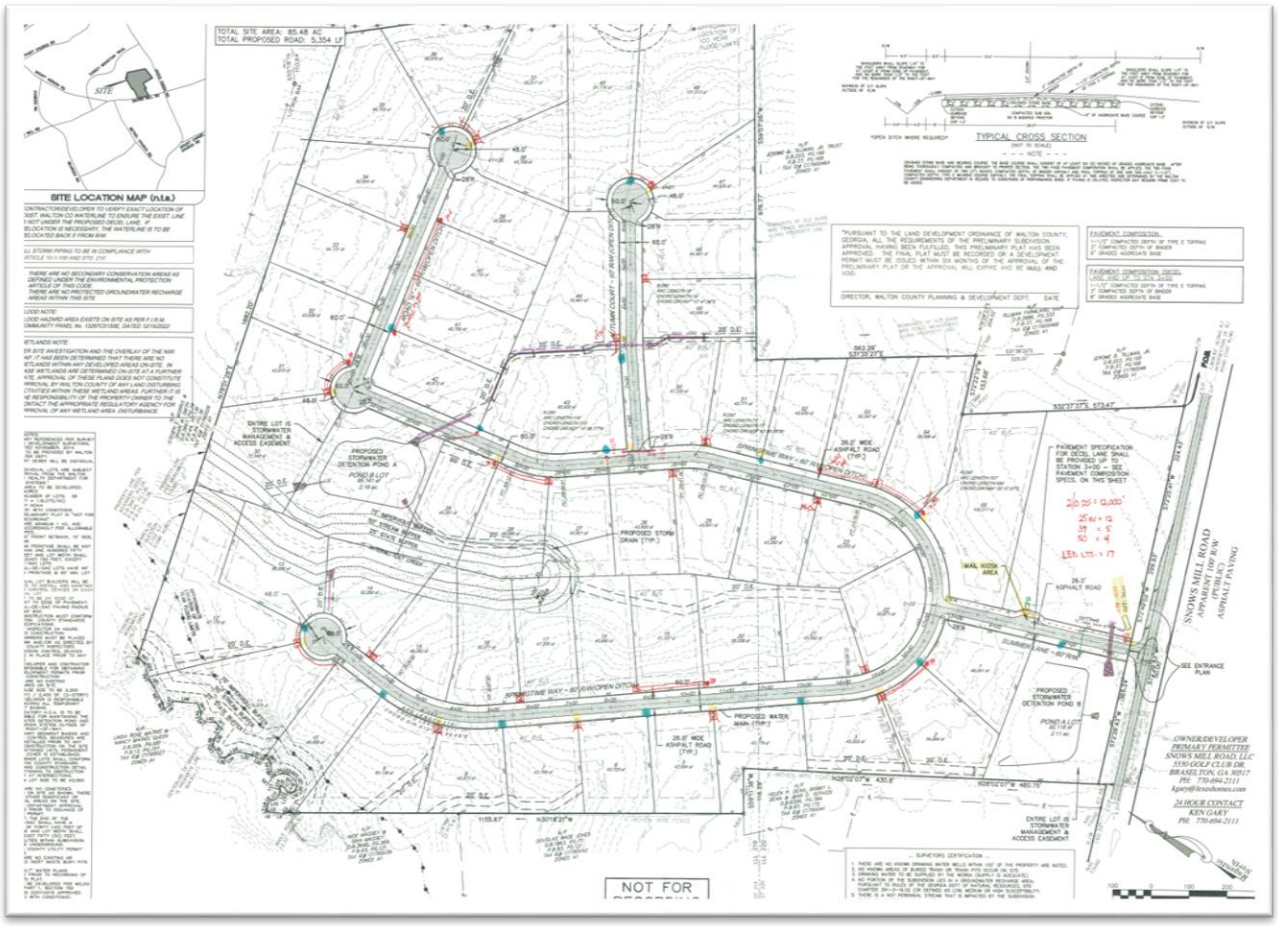
Upcoming Subdivisions / Areas of Deployments:

- -

Estates at Snows Mill (Snows Mill Road)

Status: ***Planning***

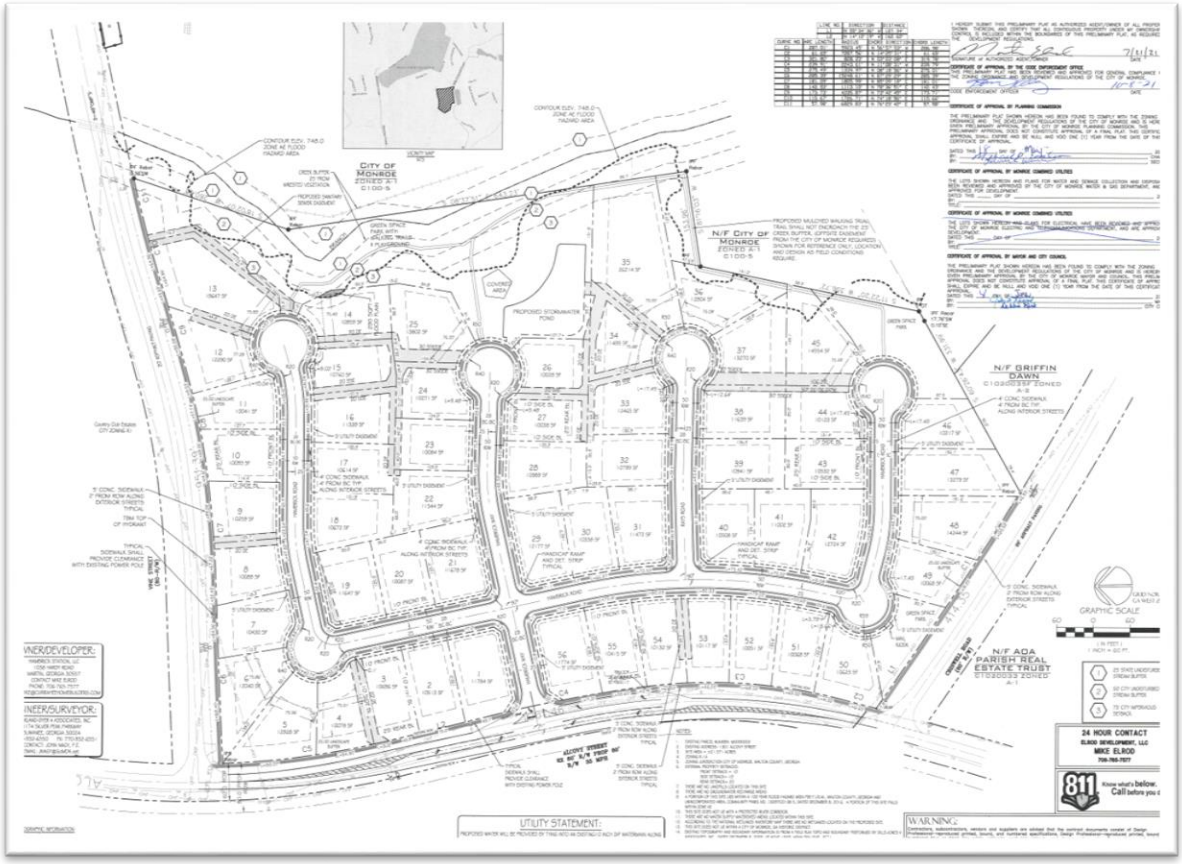
We are in the process of planning for deployment into this subdivision. At present, our plan it to start infrastructure deployment by joint trenching with the Gas department when they begin.



Hambrick Station (Criswell Road)

Status: ***Planning***

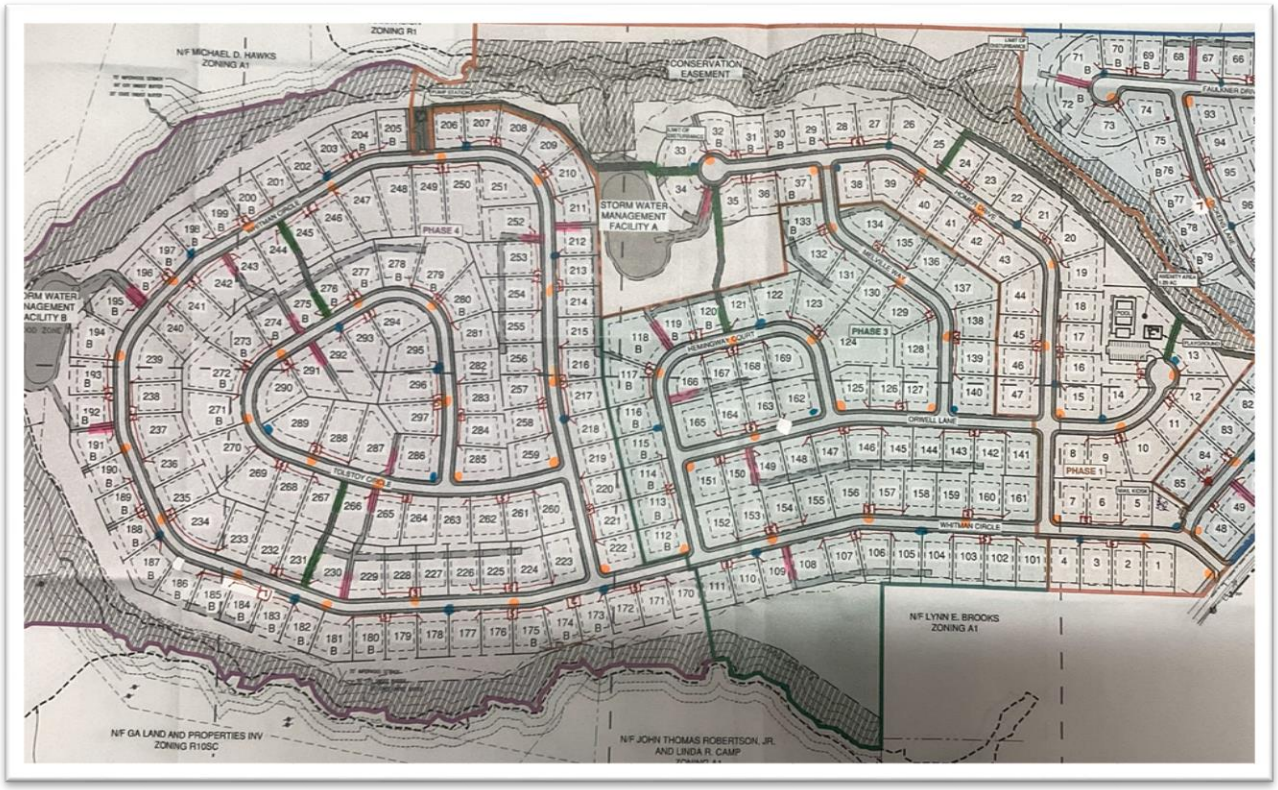
We are in the process of planning for deployment into this subdivision. At present, our plan it to start infrastructure deployment by joint trenching with the Gas department when they begin.



River Pointe (Cedar Ridge)

Status: ***In Progress***

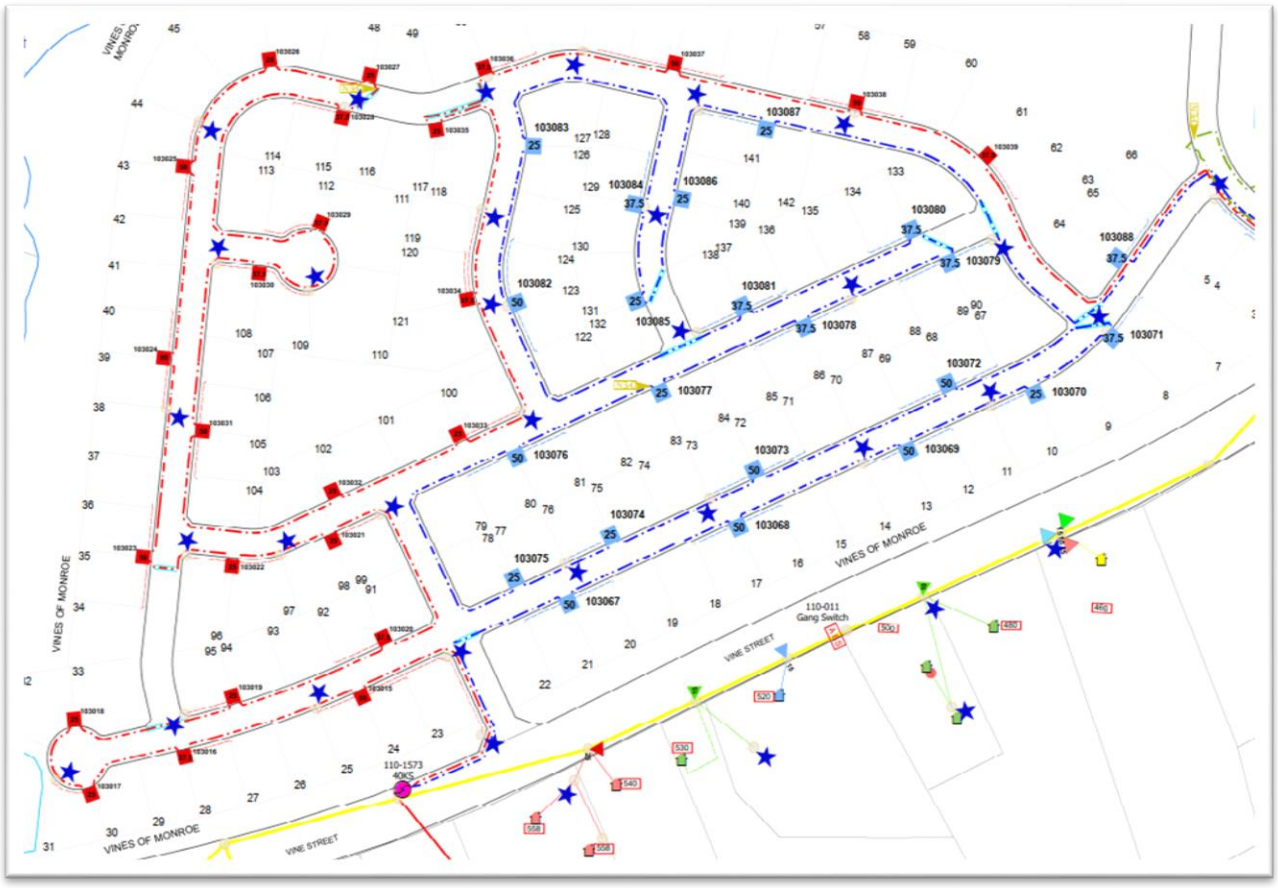
At present, we continue to work with the gas department to install conduit and infrastructure for this project.



Vines of Monroe (Vine Street)

Status: *Planning*

We are in the process of planning for deployment into this subdivision. At present, our plan it to start infrastructure deployment by joint trenching with the Gas department when they begin.



Congratulations to Eli Yeater!

Congratulations to Eli Yeater, who passed his Cisco Certified Network Associate (CCNA) test in June! Eli's acquisition of the CCNA will allow him to apply the knowledge and training he has learned in his daily job functions, as well as help in future projects, such as our Arista infrastructure upgrade.

MONROE

TELECOM: MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 04/2025 | FY 2025

COVER	1
EXECUTIVE SUMMARY	2
OVERVIEW	3
CHART 1: REVENUES, EXPENSES & INCOME SUMMARY	4
REVENUES	5
EXPENSES	6-9
CHART 2: REVENUES & EXPENSE	10
RETAIL SALES & REVENUE	11-14
CHART 3: RETAIL REVENUES	15-16

COMMENTARY & ANALYSIS

The net operating margin after transfers, FY to date was -8.88%

RECOMMENDATIONS

*

*

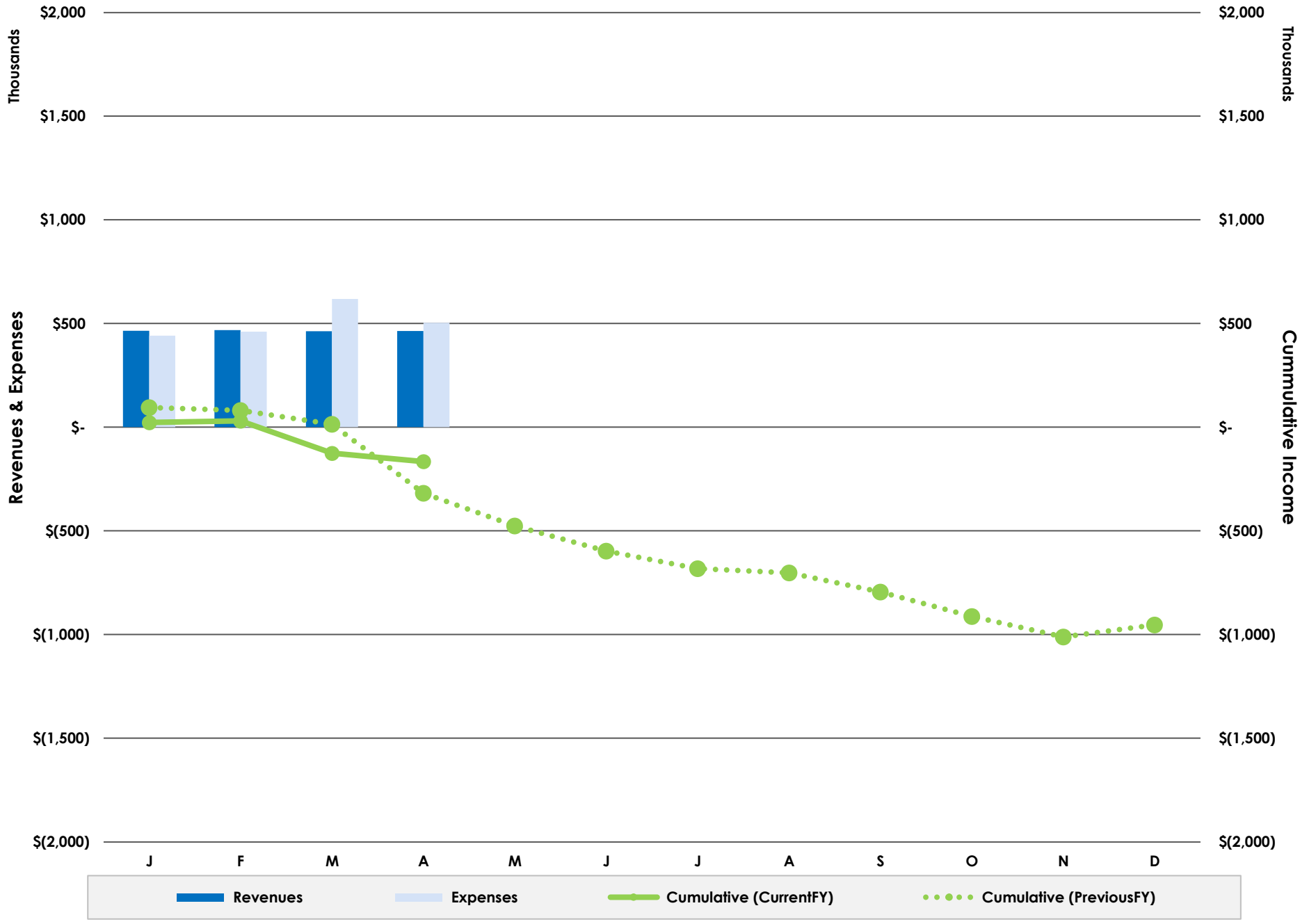
*

*

FINANCIALS

	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
Revenues					
RETAIL SALES	$ 446,290	$ 538,445	$ 1,787,398	$ 2,154,467	$ 5,710,126
OTHER REVENUES	4,359	30,383	18,253	122,389	235,271
ADJUSTMENTS	12,714	10,722	53,498	55,832	75,981
Total Revenues	**$ 463,364**	**$ 579,549**	**$ 1,859,149**	**$ 2,332,687**	**$ 6,021,378**
Expenses					
PERSONNEL	$ 100,192	$ 93,408	$ 459,915	$ 396,025	$ 1,209,914
PURCHASED & CONTRACTED SVC	27,399	31,572	180,782	104,822	544,270
PURCHASED PROPERTY SERVICES	-	5,563	-	8,406	41,193
SUPPLIES	38,479	35,320	157,894	135,431	653,655
COST OF GOODS SOLD	88,396	374,487	354,593	881,741	1,573,195
DEPR, DEBT SVC & OTHER COSTS	52,595	164,097	228,363	568,326	1,312,599
FUND TRANSFERS	196,448	207,613	642,655	556,395	1,486,267
Total Combined Expenses	**$ 503,509**	**$ 912,060**	**$ 2,024,200**	**$ 2,651,146**	**$ 6,821,094**
Income					
Before Transfer	$ 156,303	$ (124,898)	$ 477,604	$ 237,936	$ 686,551
After Transfer	$ (40,146)	$ (332,511)	$ (165,051)	$ (318,459)	$ (799,716)
Margin					
Before Transfer	33.73%	-21.55%	25.69%	10.20%	11.40%
After Transfer	-8.66%	-57.37%	-8.88%	-13.65%	-13.28%

CHART 1
MONTHLY DIRECTOR'S REPORT
REVENUE, EXPENSE & INCOME SUMMARY
FISCAL YEAR 2025



	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
RETAIL SALES					
Note on Telecom Sales: Detail break-down for individual rate class is shown in *TELECOM: RETAIL SALES* section.					
CABLE TELEVISION	$ -	$ 154,751	$ -	$ 629,233	$ 626,935
DVR SERVICE	-	13,982	-	58,937	53,471
FIBER OPTICS	225,436	160,137	872,714	616,536	2,337,153
STREAMING	51,599	-	210,359	-	378,728
INTERNET	132,769	174,477	551,314	706,951	1,842,734
TELEPHONE	36,487	34,231	153,011	139,359	467,758
SET TOP BOX	-	866	-	3,450	3,348
Total RETAIL SALES (ACTUAL)	**$ 446,290**	**$ 538,445**	**$ 1,787,398**	**$ 2,154,467**	**$ 5,710,126**
OTHER REVENUES					
CATV INSTALL/UPGRADE	$ -	$ 25	$ -	$ (7)	$ (70)
MARKETPLACE ADS	-	-	-	-	-
PHONE FEES	520	645	2,110	2,565	7,189
EQUIPMENT SALES	-	-	-	-	-
MODEM RENTAL	3,814	5,389	16,118	21,959	55,352
VIDEO PRODUCTION REVENUE	-	-	-	-	-
MISCELLANEOUS	-	1,377	(0)	3,229	14,602
ADMIN ALLOCATION	-	22,947	-	94,642	158,174
OPERATING TRANSFERS IN	-	-	-	-	-
Transfer from CIP	-	-	-	-	-
MISCELLANEOUS	25	-	25	-	25
Total OTHER REVENUES ACTUAL	**$ 4,359**	**$ 30,383**	**$ 18,253**	**$ 122,389**	**$ 235,271**
Adjustment	$ 12,714	$ 10,722	$ 53,498	$ 55,832	$ 75,981
Note: Adjustment added to match Financials					
TOTAL REVENUES (ACTUAL)	**$ 463,364**	**$ 579,549**	**$ 1,859,149**	**$ 2,332,687**	**$ 6,021,378**

	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
SUMMARY					
Personnel	$ 100,192	$ 93,408	$ 459,915	$ 396,025	$ 1,209,914
Purchased & Contracted Svc	27,399	31,572	180,782	104,822	544,270
Purchased Property Services	-	5,563	-	8,406	41,193
Supplies	38,479	35,320	157,894	135,431	653,655
Cost of Goods Sold	88,396	374,487	354,593	881,741	1,573,195
Depr, Debt Svc & Other Costs	52,595	164,097	228,363	568,326	1,312,599
Fund Transfers	196,448	207,613	642,655	556,395	1,486,267
TOTAL SUMMARY (ACTUAL)	$ 503,509	$ 912,060	$ 2,024,200	$ 2,651,146	$ 6,821,094
TELECOM					
Personnel					
Salaries	$ 64,269	$ 59,505	$ 300,696	$ 260,130	$ 790,333
Benefits	35,923	33,904	159,218	135,896	419,581
Total Personnel (ACTUAL)	$ 100,192	$ 93,408	$ 459,915	$ 396,025	$ 1,209,914
Purchased & Contracted Svc					
Attorney Fees	-	-	-	-	-
Audit Services	-	-	-	-	-
Professional Fees	-	-	-	-	399
Web Design	-	-	-	-	-
Consulting - Technical	-	-	-	-	-
HOLIDAY EVENTS	-	-	-	-	-
Lawn Care & Maintenance	-	-	-	-	-
Security Systems	-	-	-	129	1,160
Pest Control	-	-	-	-	-
Maintenance	-	6,035	-	12,223	7,418
Equipment Rents/Leases	-	376	-	939	1,502
Pole Equip. Rents/Leases	-	-	-	-	-
Equipment Rental	-	55	-	83	250
CONSULTING - TECHNICAL	-	-	-	-	-
LAWN CARE & MAINTENANCE	-	-	-	-	-
HOLIDAY EVENTS	-	-	-	-	-
SECURITY SYSTEMS	-	-	129	-	1,401
Outside Maintenance	22,766	4,435	120,953	29,286	316,282
EQUIPMENT RENTS / LEASES	188	-	939	-	939
POLE EQUIPMENT RENTS / LEASES	-	12,736	6,419	12,736	6,419
MAINTENANCE CONTRACTS	481	-	34,685	19,996	53,417
EQUIPMENT RENTAL	-	92	74	138	481
COMMUNICATION SERVICES	2,619	2,043	11,855	8,313	34,364
INTERNET COSTS	-	-	30	-	30
POSTAGE	-	-	-	-	-
MARKETING EXPENSES	-	-	-	-	737
PRINTING	-	-	-	-	77
TRAVEL EXPENSE	-	-	-	-	1,934
DUES/FEES	976	530	3,740	1,651	23,357
VEHICLE TAG & TITLE FEE	-	-	-	22	32
FCC FEES	-	5,146	394	15,437	15,990
GA DEPT OF REV FEES	-	-	300	-	63,345
TRAINING & EDUCATION -EMPLOYEE	369	124	935	711	8,346
CONTRACT LABOR	-	-	331	3,158	6,391
SOFTWARE EXPENSE	-	-	-	-	-
SHIPPING / FREIGHT	-	-	-	-	-
Total Purchased & Contracted Svc (ACTUAL)	$ 27,399	$ 31,572	$ 180,782	$ 104,822	$ 544,270

	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
Purchased Property Services					
Equipment Rep & Maint -Outside	-	-	-	-	-
Equipment Rental	-	-	-	-	-
R & M CATV Studio - Outside	-	-	-	-	-
Equipment Rep & Maint - Inside	-	-	-	-	-
Maintenance Contracts	-	-	-	-	-
Other Contractual Services	-	-	-	-	-
Communication Services	-	273	-	819	3,465
Postage	-	58	-	58	-
INTERNET COSTS	-	-	-	-	2,000
Public Relations	-	-	-	-	-
Marketing Expense	-	-	-	-	-
Printing	-	-	-	-	1,750
Dues & Subscriptions	-	-	-	-	-
Fees	-	-	-	434	-
FCC Fees	-	-	-	-	-
Training & Education	-	-	-	-	-
General Liability Insurance	-	-	-	-	-
CATV Video Production	-	-	-	-	-
Vehicle Tag & Title Fee	-	-	-	-	-
GA Dept Revenue Fee	-	-	-	-	-
Uniform Rental	-	-	-	-	-
Contract Labor	-	5,232	-	7,095	33,978
Fines/Late Fee	-	-	-	-	-
Shipping/Freight	-	-	-	-	-
Total Purchased Property Services (ACTUAL)	**$ -**	**$ 5,563**	**$ -**	**$ 8,406**	**$ 41,193**

TELECOM (Continued)

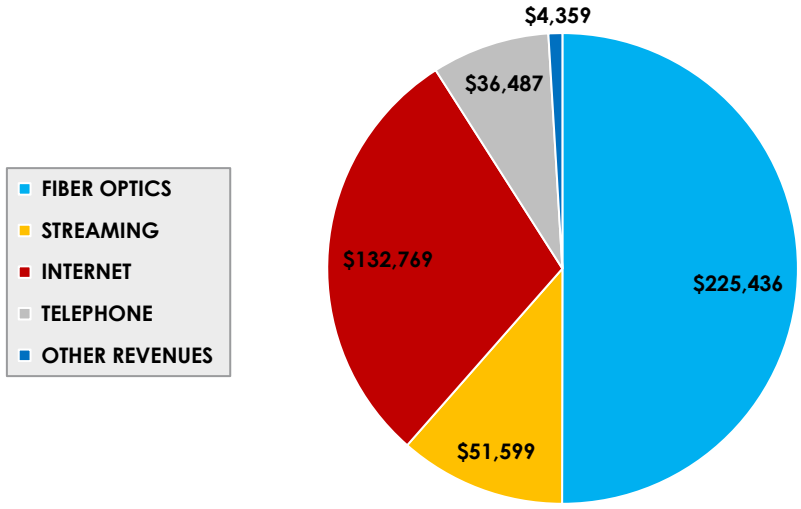
Supplies					
Chemicals & Pesticides	$ -	$ -	$ -	$ -	$ -
Office Supplies & Expense	-	-	-	-	1,824
Postage	-	-	-	-	-
Auto Parts	-	-	67	270	677
CONSTRUCTION MATERIALS	-	-	-	-	-
Damage Claims - CableTV	-	-	-	-	-
EXPENDABLE FLUIDS	-	-	-	22	-
Tires	-	-	-	-	412
Uniform Expense	-	-	-	-	-
Janitorial Supplies	-	167	-	749	1,241
Computer Equipment	-	-	-	-	-
Equipment Parts	-	-	-	379	391
R&M Building - Inside	-	-	-	-	-
Equipment R&M - Inside	-	-	-	-	-
System R&M - Inside	-	797	-	4,007	127,372
Sys R&M - Inside/Shipping	-	-	-	-	650

	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
COVID-19 EXPENSES	-	-	-	-	-
Utility Cost for Other Funds	-	-	-	-	-
Mileage Reimbursement	-	-	-	-	-
Auto & Truck Fuel	-	1,383	-	4,134	10,282
Food	-	88	-	750	808
Small Tools & Minor Equipment	-	43	-	715	1,327
Small Operating Supplies	-	176	-	1,282	14,758
EMPLOYEE RECOGNITION	-	-	-	-	-
Uniform Expense	-	-	-	-	-
Equipment Pur (Less than $5M)	-	-	-	-	-
OFFICE SUPPLIES & EXPENSES	248	220	1,111	3,021	8,501
AUTO PARTS	-	1,618	774	2,077	1,497
CONSTRUCTION MATERIALS	-	-	279	-	8,776
EXPENDABLE FLUIDS	-	-	267	-	267
SAFETY/MEDICAL SUPPLIES	-	-	-	-	-
UNIFORM EXPENSE	2,577	1,204	5,742	1,890	8,562
TIRES	-	1,865	2,861	3,731	3,971
JANITORIAL SUPPLIES	193	-	626	23	741
COMPUTER EQUIP NON-CAP	2,001	1,507	3,251	3,818	8,158
SYS R & M - INSIDE/SHIPPING	-	-	-	-	33
REPAIRS & MAINTENANCE	13,368	5,714	61,291	36,156	222,379
COVID-19 EXPENSES	-	-	-	-	-
UTILITY COSTS	5,484	2,435	17,406	6,377	36,520
FOOD	40	-	278	87	548
SMALL TOOLS & MINOR EQUIPMENT	4,288	5,192	12,017	17,845	42,034
SMALL OPERATING SUPPLIES	1,246	839	8,822	4,448	30,932
DEPRECIATION EXPENSE	6,320	6,955	31,694	27,627	70,621
EQUIPMENT	-	-	-	-	-
Total Supplies (ACTUAL)	**$ 38,479**	**$ 35,320**	**$ 157,894**	**$ 135,431**	**$ 653,655**
Cost of Goods Sold					
Internet Costs	-	-	-	-	-
Cost of Sales Telephone	-	-	-	-	-
Cost of Sales Fiber	-	-	-	-	-
Cost of Sales Electricity	-	-	-	-	-
Cost of Sales Telephone	17,097	18,147	69,617	73,069	203,169
Cost of Sales CATV	-	281,094	-	608,157	576,906
Cost of Sales Internet	34,614	60,393	131,331	148,120	397,782
Cost of Sales Internet	-	-	-	-	-
Cost of Sales Fiber	1,966	7,717	18,187	25,327	77,856
Cost of Sales Streaming	34,719	7,136	135,457	27,067	317,483
Cost of Programming CATV	-	-	-	-	-
Total Cost of Goods Sold (ACTUAL)	**$ 88,396**	**$ 374,487**	**$ 354,593**	**$ 881,741**	**$ 1,573,195**

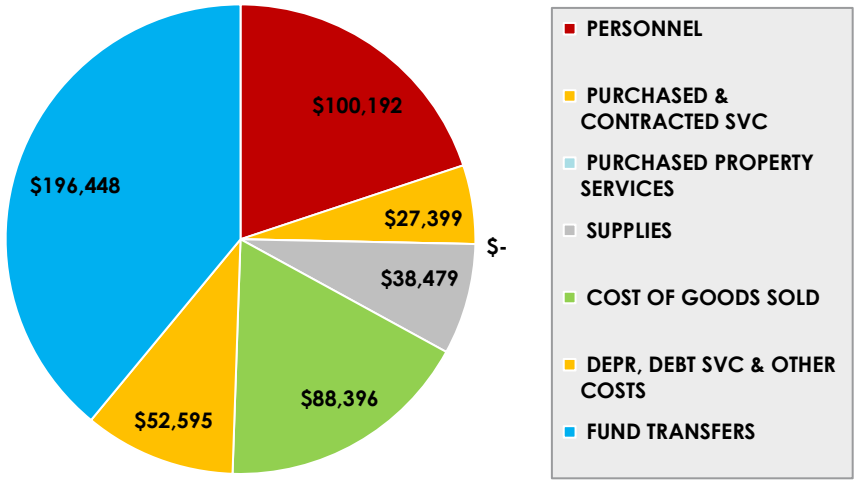
	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
Depr, Debt Svc & Other Costs					
Damage Claims - CableTV	$ -	$ -	$ -	$ -	$ -
Damage Claims - Telecom	$ -	$ -	$ -	$ -	$ -
Miscellaneous	-	-	-	-	-
Utility Cashiers (Over)/Short	-	-	-	-	-
Utility Internal Admin Allocate	-	-	-	-	-
Depreciation Expense	15,907	15,572	79,702	62,084	188,704
INTEREST EXP - 2020 REV BONDS	43,089	43,089	172,357	172,357	517,070
Amortization Exp	-	-	-	-	-
Admin. Allocation - Adm Exp	-	113,905	-	367,763	679,710
Utility Bad Debt Expense	-	-	-	-	-
AMORT 2020 BOND PREMIUM	(8,723)	(8,723)	(34,894)	(34,894)	(104,681)
AMORT RIGHT TO USE ASSET	1,805	-	9,125	-	25,304
Debt Service Interest	-	-	-	-	-
Other Interest Expense	-	-	-	-	-
Construction in Progress	-	-	-	-	-
CAPITAL LEASE	-	-	-	-	-
CAPITAL LEASE INTEREST	-	-	-	-	-
LEASE LIABILITY INTEREST	518	254	2,074	1,016	6,492
Capital Exp - Capital Lease	518	254	2,074	1,016	6,492
Capital Exp - Equipment	-	-	-	-	-
Total Depr, Debt Svc & Other Costs (ACTUAL)	**$ 52,595**	**$ 164,097**	**$ 228,363**	**$ 568,326**	**$ 1,312,599**
Fund Transfers					
Trans Out 5% to Gen Fund - CABLE TV	-	10,183	-	41,673	40,024
Trans Out 5% to Gen Fund - TELECOM	60,713	21,400	144,823	84,834	330,826
Intergovernmental-Walton County	-	62,125	-	62,125	(62,125)
ADMIN ALLOC - ADMIN EXPENSES	135,735	113,905	497,832	367,763	1,177,542
Total Fund Transfers (ACTUAL)	**$ 196,448**	**$ 207,613**	**$ 642,655**	**$ 556,395**	**$ 1,486,267**
TOTAL TELECOM EXPENSES (ACTUAL)	**$ 503,509**	**$ 912,060**	**$ 2,024,200**	**$ 2,651,146**	**$ 6,821,094**

CHART 5
MONTHLY DIRECTOR'S REPORT
REVENUES & EXPENSES

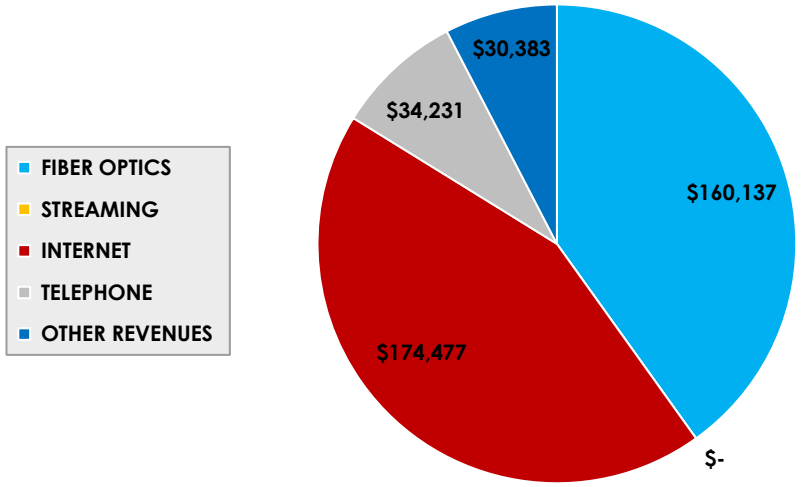
REVENUES [Apr 2025]



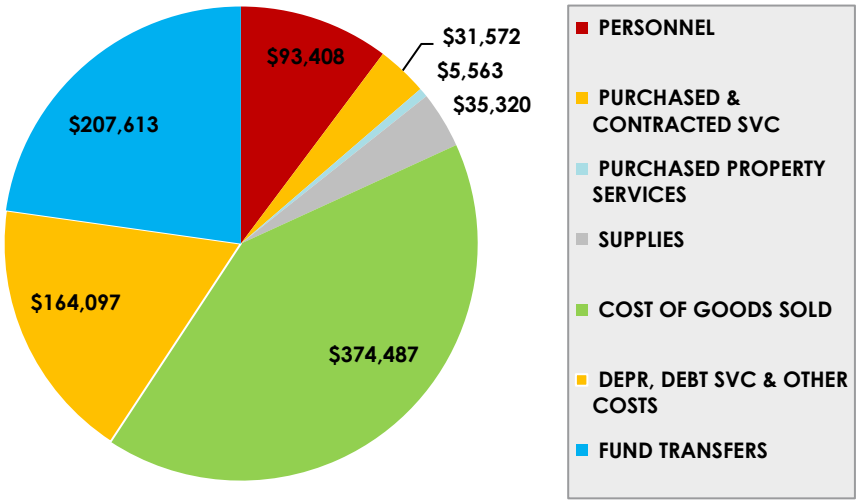
EXPENSES [Apr 2025]



REVENUES [Apr 2024]



EXPENSES [Apr 2024]



	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
BASIC & EXPANDED BASIC					
Number of Bills	-	1,253	-	5,096	5,237
Revenue ($)	$ -	$ 143,893	$ -	$ 584,339	$ 583,282
Revenue Per Bill ($)	$ -	$ 115	$ -	$ 115	$ 111
MINI BASIC					
Number of Bills	-	228	-	940	961
Revenue ($)	$ -	$ 8,721	$ -	$ 35,811	$ 35,581
Revenue Per Bill ($)	$ -	$ 38	$ -	$ 38	$ 37
BOSTWICK					
Number of Bills	-	4	-	19	16
Revenue ($)	$ -	$ 460	$ -	$ 2,193	$ 1,840
Revenue Per Bill ($)	$ -	$ 115	$ -	$ 115	$ 115
BULK CATV/MOTEL					
Number of Bills	-	4	-	16	16
Revenue ($)	$ -	$ 1,310	$ -	$ 5,240	$ 4,904
Revenue Per Bill ($)	$ -	$ 328	$ -	$ 328	$ 307
SHOWTIME					
Number of Bills	-	1	-	7	4
Revenue ($)	$ -	$ 15	$ -	$ 120	$ 54
Revenue Per Bill ($)	$ -	$ 15	$ -	$ 17	$ 13
SHOW/HBO					
Number of Bills	-	1	-	4	1
Revenue ($)	$ -	$ 13	$ -	$ 50	$ 13
Revenue Per Bill ($)	$ -	$ 13	$ -	$ 13	$ 13
BULK SHOWTIME/MOTEL					
Number of Bills	-	-	-	-	-
Revenue ($)	$ -	$ -	$ -	$ -	$ -
Revenue Per Bill ($)	$ -	$ -	$ -	$ -	$ -
CINEMAX					
Number of Bills	-	1	-	5	4
Revenue ($)	$ -	$ 15	$ -	$ 71	$ 58
Revenue Per Bill ($)	$ -	$ 15	$ -	$ 14	$ 15

	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
HBO					
Number of Bills	-	12	-	49	49
Revenue ($)	$ -	$ 176	$ -	$ 715	$ 687
Revenue Per Bill ($)	$ -	$ 15	$ -	$ 15	$ 14
MAX/HBO					
Number of Bills	-	-	-	-	-
Revenue ($)	$ -	$ -	$ -	$ -	$ -
Revenue Per Bill ($)	$ -	$ -	$ -	$ -	$ -
PLAYBOY					
Number of Bills	-	-	-	-	-
Revenue ($)	$ -	$ -	$ -	$ -	$ -
Revenue Per Bill ($)	$ -	$ -	$ -	$ -	$ -
STARZ					
Number of Bills	-	11	-	48	38
Revenue ($)	$ -	$ 149	$ -	$ 695	$ 516
Revenue Per Bill ($)	$ -	$ 14	$ -	$ 14	$ 14
DVR					
Number of Bills	-	89	-	366	341
Revenue ($)	$ -	$ 10,432	$ -	$ 43,648	$ 39,902
Revenue Per Bill ($)	$ -	$ 117	$ -	$ 119	$ 117
NON DVR					
Number of Bills	-	24	-	103	97
Revenue ($)	$ -	$ 2,864	$ -	$ 12,348	$ 10,972
Revenue Per Bill ($)	$ -	$ 119	$ -	$ 120	$ 113
SET TOP BOX					
Number of Bills	-	70	-	278	280
Revenue ($)	$ -	$ 866	$ -	$ 3,450	$ 3,348
Revenue Per Bill ($)	$ -	$ 12	$ -	$ 12	$ 12

	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
ADD'L DVR BOX					
Number of Bills	-	43	-	175	163
Revenue ($)	$ -	$ 575	$ -	$ 2,478	$ 2,159
Revenue Per Bill ($)	$ -	$ 13	$ -	$ 14	$ 13
ADD'L NON DVR BOX					
Number of Bills	-	11	-	46	45
Revenue ($)	$ -	$ 111	$ -	$ 463	$ 438
Revenue Per Bill ($)	$ -	$ 10	$ -	$ 10	$ 10
FIBER					
Number of Bills	3,487	2,254	13,294	8,581	34,793
Revenue ($)	$ 225,436	$ 160,137	$ 872,714	$ 616,536	$ 2,337,153
Revenue Per Bill ($)	$ 65	$ 71	$ 66	$ 72	$ 67
INTERNET					
Number of Bills	2,076	2,850	8,766	11,592	30,000
Revenue ($)	$ 118,062	$ 166,354	$ 495,287	$ 676,995	$ 1,704,009
Revenue Per Bill ($)	$ 57	$ 58	$ 57	$ 58	$ 57
BASIC STREAM					
Number of Bills	87	-	349	-	702
Revenue ($)	$ 5,863	$ -	$ 23,073	$ -	$ 39,746
Revenue Per Bill ($)	$ 67	$ -	$ 66	$ -	$ 57
EXPAND STREAM					
Number of Bills	129	-	536	-	1,090
Revenue ($)	$ 13,235	$ -	$ 56,052	$ -	$ 99,000
Revenue Per Bill ($)	$ 103	$ -	$ 105	$ -	$ 91
Premium Stream					
Number of Bills	244	-	987	-	2,112
Revenue ($)	$ 28,127	$ -	$ 113,209	$ -	$ 208,116
Revenue Per Bill ($)	$ 115	$ -	$ 115	$ -	$ 99
Everything Stream					
Number of Bills	33	-	134	-	275
Revenue ($)	$ 4,373	$ -	$ 18,024	$ -	$ 31,865
Revenue Per Bill ($)	$ 133	$ -	$ 135	$ -	$ 116
WIRELESS INTERNET					
Number of Bills	1,095	583	4,158	2,147	10,400
Revenue ($)	$ 14,706	$ 8,123	$ 56,027	$ 29,957	$ 138,726
Revenue Per Bill ($)	$ 13	$ 14	$ 13	$ 14	$ 13

	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
RESIDENTIAL PHONE					
Number of Bills	589	666	2,400	2,688	7,509
Revenue ($)	$ 14,337	$ 9,653	$ 61,959	$ 38,769	$ 183,186
Revenue Per Bill ($)	$ 24	$ 14	$ 26	$ 14	$ 24
COMMERCIAL PHONE					
Number of Bills	246	262	988	1,065	3,025
Revenue ($)	$ 15,105	$ 16,695	$ 62,724	$ 68,483	$ 196,114
Revenue Per Bill ($)	$ 61	$ 64	$ 63	$ 64	$ 65
TOTAL REVENUES	**$ 439,246**	**$ 530,562**	**$ 1,759,070**	**$ 2,122,359**	**$ 5,621,669**

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

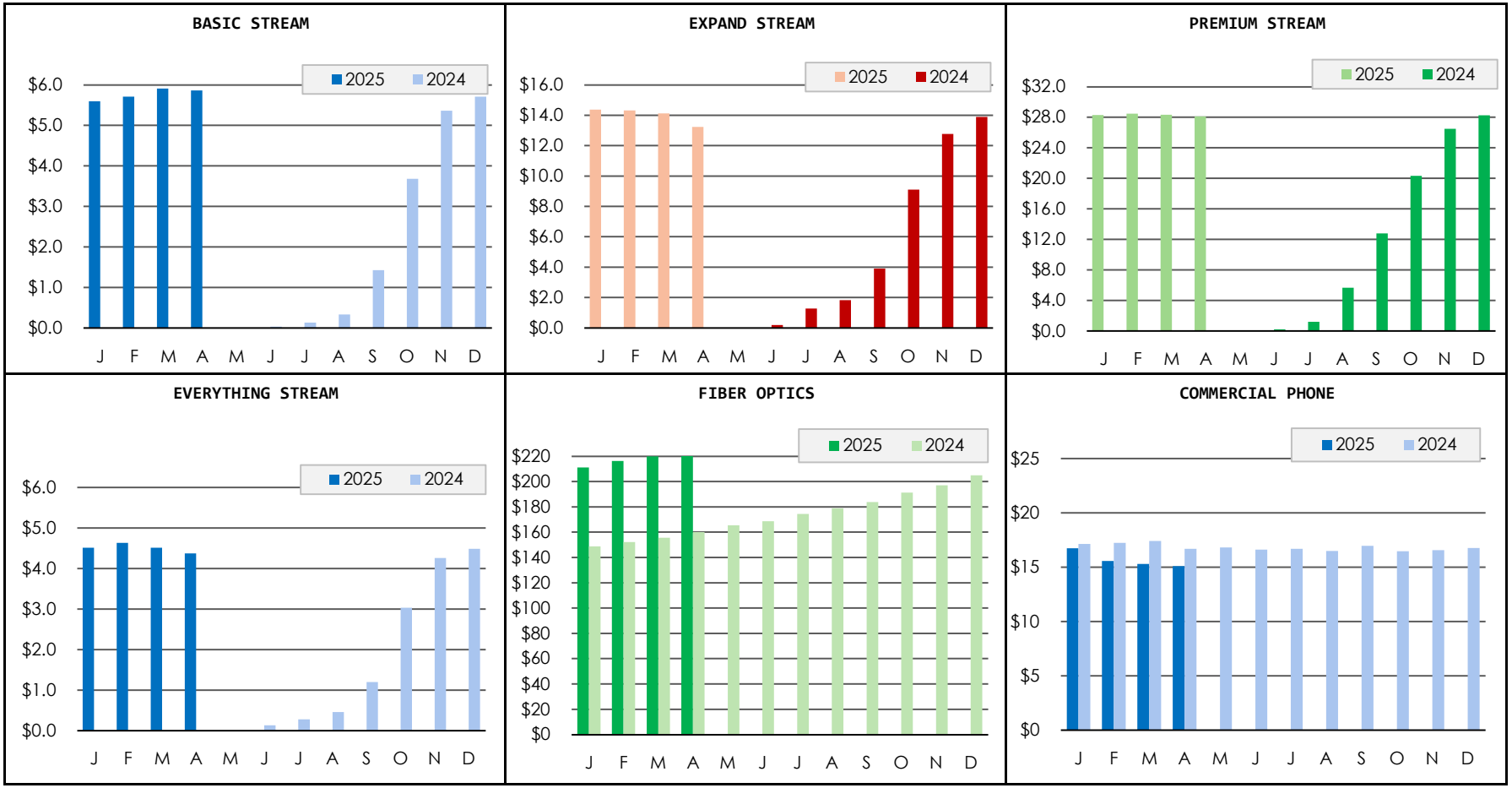
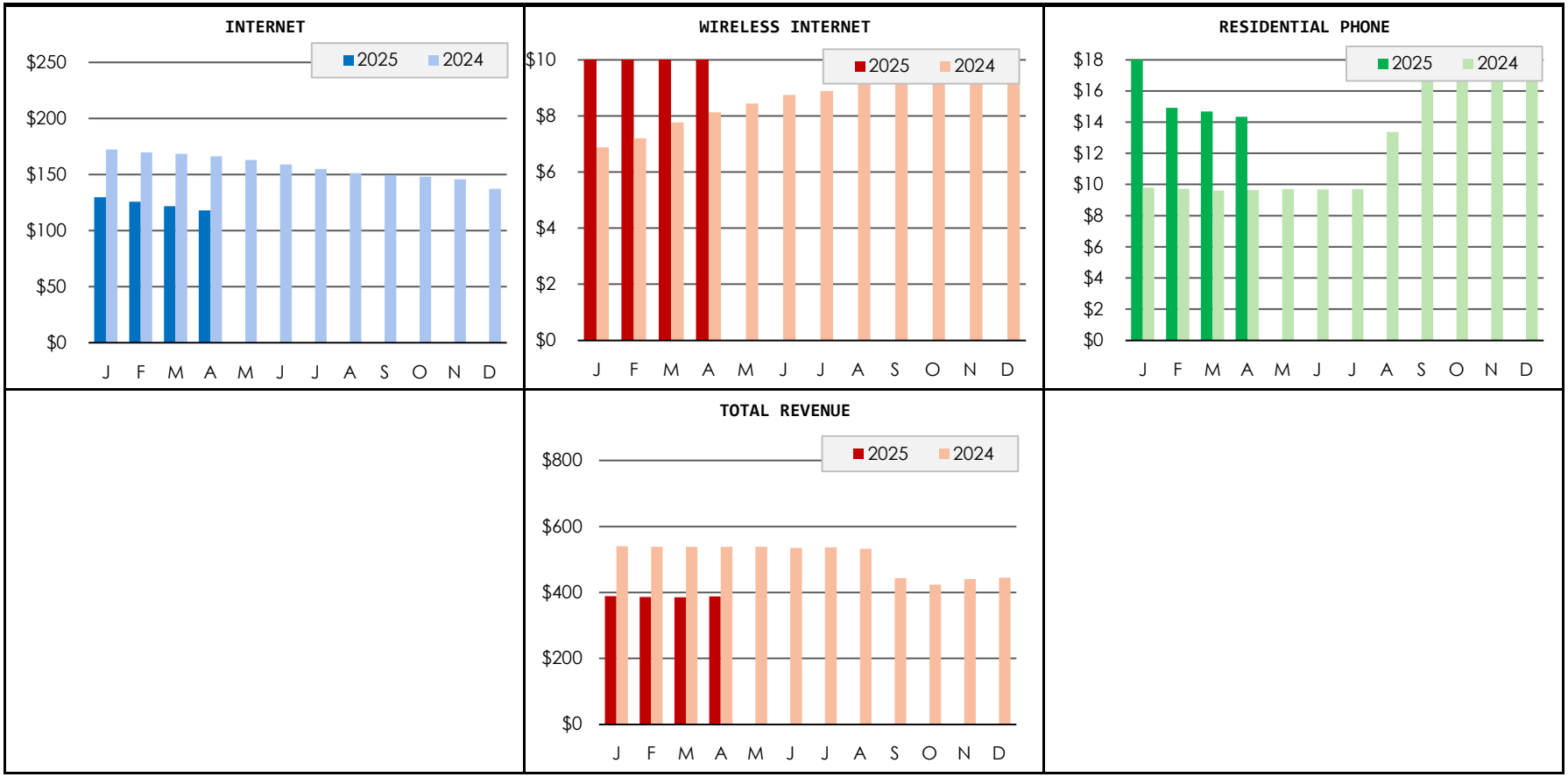


CHART 7
REVENUES FROM SALES BY CLASS
CURRENT VS. PREVIOUS FISCAL YEAR



WATER, SEWER, GAS & ELECTRIC MONTHLY REPORT

JULY 2023

2025 Project List

	Estimated Start Date	Estimated Completion Date	Notes	Progress	Contractor or City
Natural Gas					
Gas/Fiber install for River Pointe Subdivision	Jan-25	Feb-25	Installing 2" plastic main to 297 lot subdivision @ Cedar Ridge & Double Springs Church	Completed	City
Gas/Fiber install for The Vines of Monroe	Feb-25	Apr-25	Installing 2" plastic main to 220 lot subdivision @ Vine Street	Material Ordered	City
Gas/Fiber install for new subdivision on Snows Mill Rd	Apr-25	May-25	Installing 2" plastic main to 54 lot subdivision @ Snows Mill Rd	Material Ordered	City
Design & build of 4" high pressure steel main to feed new jail	Jan-24	Jan-25	Gas main to feed jail and provide additional gas for Piedmont Industrial Park	Completed	Contractor
Gas Relocation/GDOT Bypass project	Jan-24	Jan-25	Relocation in various areas of our 2" & 4" gas mains to accommodate new bypass	Completed	City/Contractor
Steel main replacement along Rowe Rd	Feb-25	Mar-25	Replace 1.6 miles of 4" steel gas main due to leaks	Completed	Contractor
Sewer Collection					
Brentwood Subdivision Pump Station Replacement/Rehab	Feb-25	Jun-25	Replace pumps & controls / upgrade 2" force main to 4"	Planning Stage	City
Sewer main rehab along Vine St near creek	Mar-25	Apr-25	Crew pipebursting existing 6" main, upsizing to a 10"	Completed	City
2022 CDBG	Dec-21	Feb-25	Glen Iris & Edwards, have been re-milled & paved, crews are adjusting manholes rings & covers	In final stages	James Warren & Associates
2025 CDBG	Jan-24	Jan-26	Rehab of sewer & water along Green St, King St, Perry St, Launius Ave, & Carver Place / Crew surveying residents in area (will be a 2025 CDBG application)	In Progress	Carter & Sloope/Hofstadter
Sewer Treatment Plant					
Jacks Creek Plant future expansion	Sep-21	Jan-25	Received comments from EPD for Environmental Information Documents (EID), nearing completion of the Design review (DDR) - design started 6/2025	Engineering	Wiedeman & Singleton
Water Distribution					
Construction of 500,000 gallon elevated water tower	Sep-24	Mar-26	Site staked, drill expected 5/12 for pier drilling, tank construction slated for late 2025 - foundation installed in 5/2025, awaiting steel delivery for tank	In Progress	Carter & Sloope
16" water transmission main from water plant to tank site	Sep-24	Aug-25	Crews have completed several hundred feet along E. Marable - crews have installed main along both Marable & Union Streets	In Progress	Carter & Sloope
Implementation of EPA's new Lead & Copper Rule	Jul-22	Continuing	Inventory of all water services to determine presence of lead / both sides of meters	Submitted	City/120Water
Water Main relocation for Hwy 11 By-pass	Jan-24	Mar-25	Relocate approx. 4,000 of 8" main & 2,500 of 10" main in various areas along bypass	Completed	City
Water extension to serve YMCA	Mar-24	Mar-24	Installing 10" water main to serve YMCA site	Completed	City
Water Treatment Plant					
24" Raw Water Main / 20" Finished Water Main	Sep-24	Mar-26	All 3 bores installed, all grading & grubbing completed, pipe delivery has begun - crews have installed main along Cedar Ridge Rd, Sorrells & Cook Streets	In progress	Wiedeman & Singleton
Electric					
Install underground power to new County jail	Aug-24	Mar-25	Installing street lights in the area	Inprogress	City
Starting underground replacement in various areas of the City	Sep-24	Dec-25	Replacing old underground power in Camptown Gardens, Tanglewood & Southside Park	In Progress	City
Pole Change-Outs	Jan-25	Dec-25	Hwy 11, John Deere Rd, Tanglewood, Pierce St, Reese St, Bolton St, Southview Dr. 125 poles TD	Ongoing	City/Contractor
Automated Switching	Mar-23	Mar-25	21 switches installed to date, the remaining switches will be in DOE/GEFA grant award	Ongoing	City
DOE/GEFA GRIP Grant award	Nov-24	Dec-25	Submitted our 5 year plan, received intent to award notice for years 1-3,$2.7 with a 49% match	In Progress	City/Contractor
Tantalus electric meter install	Jan-24	Ongoing	375 meters intalled to date, order for 1,400 meters placed in March	Ongoing	City
Jeff Cook Safety Award			Department received the Diamond Award - 2nd yr in a row		

WATER/WASTEWATER: MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 04/2025 | FY 2025

COVER	1
OVERVIEW	2
SALES REPORT	3-4
SALES STATISTICS	5
DETAIL REVENUES	6
DETAIL EXPENSES	7-8

CITY OF MONROE: WATER & SEWER FUND OVERVIEW

123

	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	FY 2025	AS BUDGET	F
REVENUES	**$ 2.804M**	**$ 1.414M**	**$ 1.260M**	**$ 1.377M**									**$ 6.855M**	**$ 17.855M**	**$ 4.587M**
PERSONNEL COSTS	$ 0.350M	$ 0.278M	$ 0.311M	$ 0.264M									$ 1.203M	$ 2.798M	$ 1.123M
CONTRACTED SVC	$ 0.049M	$ 0.053M	$ 0.070M	$ 0.090M									$ 0.261M	$ 1.427M	$ 0.211M
SUPPLIES	$ 0.208M	$ 0.202M	$ 0.205M	$ 0.205M									$ 0.820M	$ 2.721M	$ 0.747M
CAPITAL OUTLAY	$ 0.318M	$ 0.298M	$ 0.377M	$ 0.365M									$ 1.358M	$ 3.374M	$ 0.783M
FUND TRANSFERS	$ 0.057M	$ 0.073M	$ 0.081M	$ 0.162M									$ 0.374M	$ 3.068M	$ 0.213M
DEPRECIATION	$ -	$ -	$ 0.860M	$ 0.214M									$ 1.074M	$ -	$ 0.429M
EXPENSES	**$ 0.982M**	**$ 0.904M**	**$ 1.903M**	**$ 1.301M**									**$ 5.090M**	**$ 13.387M**	**$ 3.506M**
MARGIN	**$ 1.822M**	**$ 0.510M**	**$ (0.643M)**	**$ 0.077M**									**$ 1.765M**	**$ 4.468M**	**$ 1.081M**

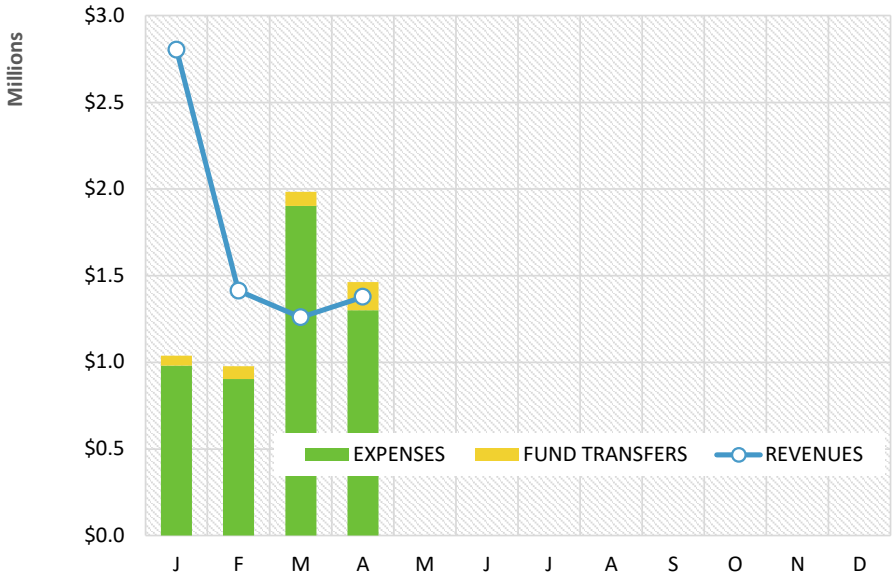
12-MO PROCESSED KGAL

12-MO RETAIL KGAL

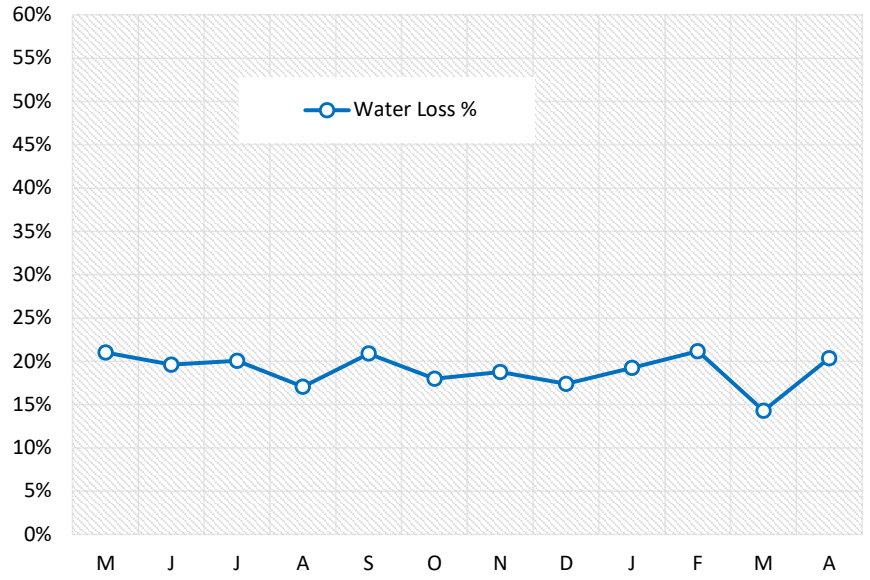
ROLLING 12-MO LINE LOSS

19.03%

REVENUES vs. EXPENSES



MONTHLY WATER PROCESSED VS SOLD



RETAIL SALES REPORT

	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	YTD
CUSTOMER COUNT - WATER													
Residential	9,309	9,290	9,314	9,327									9,310
Commercial	926	1,024	1,027	1,026									1,001
Industrial	1	1	1	1									1
Water Authority	1	1	1	1									1
Residential Sprinkler	568	563	561	544									559
Commercial Sprinkler	96	96	96	96									96
Loganville	1	1	1	1									1
Total	**10,902**	**10,976**	**11,001**	**10,996**									**10,969**
YOY Δ	-5.67%	-4.99%	-4.92%	-5.04%									
KGALLONS - WATER													
Residential	38,201	37,684	36,482	34,101									146,468
Commercial	13,745	13,644	16,496	16,511									60,395
Industrial	2,381	2,112	1,775	847									7,115
Water Authority	7	-	3	3									13
Loganville	39,512	37,851	29,951	32,973									140,287
Total	**93,846**	**91,290**	**84,706**	**84,435**									**354,278**
YOY Δ	12.11%	8.42%	0.40%	-1.26%									
REVENUE - WATER													
Residential	$ 0.402M	$ 0.455M	$ 0.441M	$ 0.424M									$ 1.723M
Commercial	$ 0.103M	$ 0.116M	$ 0.131M	$ 0.138M									$ 0.489M
Industrial	$ 0.010M	$ 0.009M	$ 0.007M	$ 0.004M									$ 0.029M
Water Authority	$ 0.000M	$ 0.000M	$ 0.000M	$ 0.000M									$ 0.001M
Loganville	$ 0.144M	$ 0.138M	$ 0.112M	$ 0.122M									$ 0.515M
Total	**$ 0.659M**	**$ 0.718M**	**$ 0.692M**	**$ 0.688M**									**$ 2.757M**
YOY Δ	21.16%	32.16%	25.62%	25.74%									

RETAIL SALES REPORT

	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	YTD
CUSTOMER COUNT - SEWER													
Residential	7,064	7,044	7,071	7,076									7,064
Commercial	854	855	857	855									855
Water Authority	1	1	1	1									1
Total	**7,919**	**7,900**	**7,929**	**7,932**									**7,920**
YOY Δ	0.78%	0.77%	0.63%	0.51%									
KGALLONS - SEWER													
Residential	38,201	37,684	36,482	34,101									146,468
Commercial	13,745	13,644	16,496	16,511									60,395
Water Authority	7	-	3	3									13
Total	**51,953**	**51,328**	**52,981**	**50,615**									**206,876**
YOY Δ	6.23%	4.84%	4.58%	3.19%									
REVENUE - SEWER													
Residential	$ 0.271M	$ 0.307M	$ 0.305M	$ 0.298M									$ 1.181M
Commercial	$ 0.138M	$ 0.156M	$ 0.169M	$ 0.188M									$ 0.651M
Water Authority	$ 0.002M	$ 0.002M	$ 0.001M	$ 0.001M									$ 0.006M
Total	**$ 0.410M**	**$ 0.465M**	**$ 0.475M**	**$ 0.488M**									**$ 1.838M**
YOY Δ	17.51%	32.33%	31.39%	35.92%									

SALES STATISTICS

	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	YTD
AVERAGE KGALLONS/CUSTOMER (WATER)													
Residential	4	4	4	4									4
Commercial	15	13	16	16									15
Industrial	2,381	2,112	1,775	847									1,779
Water Authority	7	-	3	3									3
Loganville	39,512	37,851	29,951	32,973									35,072
AVERAGE $/CUSTOMER (WATER)													
Residential	$43	$49	$47	$45									$46
Commercial	$111	$113	$128	$135									$122
Industrial	$9,788	$8,714	$7,352	$3,603									$7,364
Water Authority	$197	$169	$180	$181									$182
Loganville	$143,657	$138,057	$111,600	$121,619									$128,733
AVERAGE $/KGALLON (WATER)													
Residential	$10.54	$12.07	$12.10	$12.44									$11.79
Commercial	$7.49	$8.51	$7.96	$8.38									$8.08
Industrial	$4.11	$4.13	$4.14	$4.25									$4.16
Water Authority	$28.15	$0.00	$60.00	$60.29									$37.11
Loganville	$3.64	$3.65	$3.73	$3.69									$3.67
Average	**$12.5713**	**$6.1751**	**$21.0498**	**$21.3415**									**$15.28**
AVERAGE KGALLONS/CUSTOMER (SEWER)													
Residential	5	5	5	5									5
Commercial	16	16	19	19									18
Water Authority	7	-	3	3									3
AVERAGE $/CUSTOMER (SEWER)													
Residential	$38	$44	$43	$42									$42
Commercial	$161	$183	$198	$220									$190
Water Authority	$1,562	$1,940	$1,375	$1,343									$1,555
AVERAGE $/KGALLON (SEWER)													
Residential	$7.09	$8.14	$8.35	$8.75									$8.08
Commercial	$10.02	$11.45	$10.27	$11.39									$10.78
Water Authority	$223.10	$0.00	$458.38	$447.72									$282.30
Average	**$80.07**	**$6.53**	**$159.00**	**$155.95**									**$100.3881**

	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
SALES REVENUES					
WATER SALES	$ 685,319	$ 545,252	$ 2,739,457	$ 2,170,959	$ 7,894,825
STORMWATER PLAN REVIEW FEES	$ -	$ 1,300	$ 1,800	$ 1,300	$ 4,777
SEWER SALES	$ 461,032	$ 359,356	$ 1,793,791	$ 1,410,866	$ 4,877,778
SALES REVENUES (ACTUAL)	**$ 1,146,351**	**$ 905,908**	**$ 4,535,048**	**$ 3,583,126**	**$ 12,777,380**
AS BUDGET	$ 1,208,333	$ 975,000	$ 4,833,333	$ 3,900,000	Not Applicable
% ACTUAL TO BUDGET	94.87%	92.91%	93.83%	91.88%	Not Applicable
OTHER REVENUES					
WATER					
GEFA PRINCIPAL FORGIVENESS	$ -	$ 26,409	$ -	$ 26,409	$ -
OP REVENUE	$ 262	$ 252	$ 1,389	$ 1,208	$ 514
MISC REVENUE	$ 5,652	$ 6,214	$ 29,413	$ 26,557	$ 6,214
SALE OF FIXED ASSETS	$ -	$ -	$ -	$ -	$ -
TAP FEES	$ 36,971	$ 29,650	$ 212,250	$ 100,975	$ 14,400
REIMB DAMAGE PROP	$ -	$ -	$ -	$ -	$ -
OTHER REV	$ -	$ -	$ -	$ -	$ -
TMOBILE-LEASE INTEREST	$ -	$ -	$ -	$ -	$ -
TMOBILE-AMORT RENT REV	$ -	$ -	$ -	$ -	$ -
CONTRIBUTED CAP - OTHER UTILIT	$ -	$ -	$ 941,056	$ 151,825	$ -
ADMIN ALLOC WATER	$ 24,640	$ 22,947	$ 82,080	$ 94,642	$ 22,145
INT/INVEST INCOME	$ -	$ -	$ -	$ -	$ -
STATE GRANTS	$ -	$ -	$ -	$ -	$ -
FEDERAL GRANT	$ -	$ -	$ -	$ -	$ -
OTHER REVENUES (WATER)	**$ 67,525**	**$ 85,473**	**$ 1,266,188**	**$ 401,616**	**$ 43,274**
SEWER					
OP REVENUE	$ 63,360	$ 16,200	$ 144,955	$ 131,643	$ 20,450
FEDERAL GRANT	$ -	$ -	$ -	$ -	$ -
MISC REVENUE	$ -	$ -	$ -	$ -	$ -
TAP FEES	$ 75,516	$ -	$ 193,685	$ 322,500	$ 14,000
SALE OF ASSETS - SEWAGE	$ -	$ -	$ -	$ -	$ -
CUST ACCT FEES	$ -	$ -	$ -	$ -	$ -
OTHER REV	$ -	$ -	$ -	$ -	$ -
FEDERAL GRANT CDBG 2018	$ -	$ -	$ -	$ -	$ -
ADMIN ALLOC SEWAGE	$ 24,640	$ 22,947	$ 82,080	$ 94,642	$ 22,145
OTHER - UTILITY	$ -	$ -	$ -	$ -	$ -
CONTRIBUTED CAPITAL - SEWAGE	$ -	$ -	$ 633,106	$ 81,421	$ -
INT/INVEST INCOME	$ -	$ -	$ -	$ -	$ -
STATE GRANTS	$ -	$ -	$ -	$ -	$ -
OPERATNG TRANSFERS IN	$ -	$ -	$ -	$ -	$ -
OPERATING TRANSFERS IN	$ -	$ -	$ -	$ -	$ -
OTHER REVENUES (SEWER)	**$ 163,516**	**$ 39,147**	**$ 1,053,826**	**$ 630,206**	**$ 56,595**
OTHER REVENUES (TOTAL)	**$ 231,042**	**$ 124,619**	**$ 2,320,014**	**$ 1,031,822**	**$ 99,869**
AS BUDGET	$ 279,610	$ 201,692	$ 1,118,438	$ 806,768	Not Applicable
% ACTUAL TO BUDGET	82.63%	61.79%	207.43%	127.90%	Not Applicable
TOTAL REVENUES (ACTUAL)	**$ 1,377,393**	**$ 1,030,527**	**$ 6,855,062**	**$ 4,614,948**	**$ 12,877,249**
AS BUDGET	$ 1,487,943	$ 1,176,692	$ 5,951,772	$ 4,706,768	Not Applicable
% ACTUAL TO BUDGET	92.57%	87.58%	115.18%	98.05%	Not Applicable

	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
PERSONNEL	$ 264,054	$ 255,881	$ 1,202,530	$ 1,123,327	$ 3,146,461
CONTRACTED SERVICES	$ 89,773	$ 58,689	$ 261,190	$ 212,715	$ 982,993
SUPPLIES	$ 204,988	$ 211,505	$ 820,335	$ 748,033	$ 2,473,350
CAPITAL OUTLAY	$ 365,426	$ 324,405	$ 1,358,101	$ 1,108,526	$ 3,439,723
FUND TRANSFERS	$ 162,308	$ 53,476	$ 373,952	$ 212,672	$ 854,306
DEPRECIATION	$ 214,150	$ 191,857	$ 1,073,916	$ 766,251	$ 2,424,579
TOTAL	**$ 1,300,700**	**$ 1,095,813**	**$ 5,090,024**	**$ 4,171,525**	**$ 13,321,411**

WATER

WATER TREATMENT PLANT

PERSONNEL

Compensation	$ 49,484	$ 47,529	$ 227,482	$ 220,366	$ 585,651
PERSONNEL (ACTUAL)	**$ 73,731**	**$ 74,501**	**$ 338,267**	**$ 327,515**	**$ 870,056**
AS BUDGET	$ 25,134	$ 73,544	$ 100,536	$ 294,175	Not Applicable
% ACTUAL TO BUDGET	293.35%	101.30%	336.46%	111.33%	Not Applicable

CONTRACTED SERVICES

CONTRACTED SERVICES (ACTUAL)	**$ 6,860**	**$ 13,987**	**$ 42,284**	**$ 47,839**	**$ 287,211**
AS BUDGET	$ 32,588	$ 31,588	$ 130,350	$ 126,350	Not Applicable
% ACTUAL TO BUDGET	21.05%	44.28%	32.44%	37.86%	Not Applicable

SUPPLIES

SUPPLIES (ACTUAL)	**$ 109,639**	**$ 80,882**	**$ 365,390**	**$ 314,819**	**$ 1,142,655**
AS BUDGET	$ 102,254	$ 88,733	$ 409,017	$ 354,933	Not Applicable
% ACTUAL TO BUDGET	107.22%	91.15%	89.33%	88.70%	Not Applicable

CAPITAL OUTLAY

Amortization	$ (9,408)	$ (9,408)	$ (44,324)	$ (44,324)	$ (139,665)
Admin Allocation - Water Treatment	$ 135,735	$ 113,905	$ 497,832	$ 367,763	$ 1,177,542
Interest Expense	$ 105,191	$ 106,508	$ 420,778	$ 426,055	$ 1,267,774
Capital Expenditures	$ -	$ -	$ -	$ -	$ -
CAPITAL OUTLAY (ACTUAL)	**$ 231,518**	**$ 211,006**	**$ 874,285**	**$ 749,493**	**$ 2,305,651**
AS BUDGET	$ 114,535	$ 93,352	$ 458,138	$ 373,406	Not Applicable
% ACTUAL TO BUDGET	202.14%	226.03%	190.83%	200.72%	Not Applicable

DEPRECIATION

DEPRECIATION	$ 110,842	$ 101,241	$ 556,266	$ 402,779	$ 1,267,600
DEPRECIATION (ACTUAL)	**$ 110,842**	**$ 101,241**	**$ 556,266**	**$ 402,779**	**$ 1,267,600**

FUND TRANSFERS

FUND TRANSFERS (ACTUAL)	**$ 95,224**	**$ 31,988**	**$ 223,882**	**$ 128,407**	**$ 520,423**
AS BUDGET	$ 154,254	$ 90,400	$ 617,017	$ 361,599	Not Applicable
% ACTUAL TO BUDGET	61.73%	35.39%	36.28%	35.51%	Not Applicable

WATER DISTRIBUTION SYSTEM

PERSONNEL

PERSONNEL (ACTUAL)	**$ 64,194**	**$ 61,379**	**$ 289,552**	**$ 279,706**	**$ 807,988**
AS BUDGET	$ 76,080	$ 71,164	$ 304,318	$ 284,654	Not Applicable
% ACTUAL TO BUDGET	84.38%	86.25%	95.15%	98.26%	Not Applicable

CONTRACTED SERVICES

CONTRACTED SERVICES (ACTUAL)	**$ 23,460**	**$ 2,763**	**$ 36,990**	**$ 18,289**	**$ 125,452**
AS BUDGET	$ 17,458	$ 17,083	$ 69,833	$ 68,333	Not Applicable
% ACTUAL TO BUDGET	134.38%	16.17%	52.97%	26.76%	Not Applicable

SUPPLIES

SUPPLIES (ACTUAL)	**$ 16,360**	**$ 46,668**	**$ 157,860**	**$ 165,849**	**$ 348,616**
AS BUDGET	$ 34,463	$ 34,129	$ 137,850	$ 136,517	Not Applicable
% ACTUAL TO BUDGET	47.47%	136.74%	114.52%	121.49%	Not Applicable

CAPITAL OUTLAY

CAPITAL OUTLAY (ACTUAL)	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
AS BUDGET	$ -	$ -	$ -	$ -	Not Applicable
% ACTUAL TO BUDGET	0.00%	0.00%	0.00%	0.00%	Not Applicable

TOTAL WATER EXPENSES (ACTUAL)	**$ 731,829**	**$ 624,414**	**$ 2,884,777**	**$ 2,434,696**	**$ 7,675,654**
AS BUDGET	$ 556,765	$ 499,992	$ 2,227,060	$ 1,999,967	Not Applicable
% ACTUAL TO BUDGET	131.44%	124.88%	129.53%	121.74%	Not Applicable

	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
WASTEWATER					
STORMWATER					
PERSONNEL					
PERSONNEL (ACTUAL)	**$ 36,964**	**$ 29,455**	**$ 157,548**	**$ 126,097**	**$ 388,135**
AS BUDGET	$ 34,587	$ 30,504	$ 138,348	$ 122,017	Not Applicable
% ACTUAL TO BUDGET	106.87%	96.56%	113.88%	103.34%	Not Applicable
CONTRACTED SERVICES					
CONTRACTED SERVICES (ACTUAL)	**$ 697**	**$ 2,755**	**$ 2,607**	**$ 24,741**	**$ (2,408)**
AS BUDGET	$ 5,288	$ 5,288	$ 21,150	$ 21,150	Not Applicable
% ACTUAL TO BUDGET	13.17%	52.10%	12.33%	116.98%	Not Applicable
SUPPLIES					
SUPPLIES (ACTUAL)	**$ 3,983**	**$ 4,670**	**$ 11,828**	**$ 10,898**	**$ 59,074**
AS BUDGET	$ 102,254	$ 88,733	$ 409,017	$ 354,933	Not Applicable
% ACTUAL TO BUDGET	3.89%	5.26%	2.89%	3.07%	Not Applicable
CAPITAL OUTLAY					
Amortization	$ (4,557)	$ (4,557)	$ (24,937)	$ (24,937)	$ (81,518)
Admin Alloc - Adm Exp	$ 135,735	$ 113,905	$ 497,832	$ 367,763	$ 1,177,542
Interest Expense	$ 2,730	$ 4,052	$ 10,920	$ 16,207	$ 38,048
Capital Expenditures	$ -	$ -	$ -	$ -	$ -
CAPITAL OUTLAY (ACTUAL)	**$ 133,908**	**$ 113,400**	**$ 483,816**	**$ 359,033**	**$ 1,134,072**
AS BUDGET	$ 166,624	$ 144,187	$ 666,496	$ 576,746	Not Applicable
% ACTUAL TO BUDGET	80.37%	78.65%	72.59%	62.25%	Not Applicable
DEPRECIATION	$ 7,424	$ 6,657	$ 37,233	$ 26,628	$ 89,203
DEPRECIATION (ACTUAL)	**$ 7,424**	**$ 6,657**	**$ 37,233**	**$ 26,628**	**$ 89,203**
SEWAGE					
FUND TRANSFERS					
FUND TRANSFERS (ACTUAL)	**$ 67,084**	**$ 21,488**	**$ 150,070**	**$ 84,265**	**$ 333,883**
AS BUDGET	$ 101,374	$ 58,993	$ 405,497	$ 235,973	Not Applicable
% ACTUAL TO BUDGET	66.17%	36.42%	37.01%	35.71%	Not Applicable
DEPRECIATION	$ 95,883	$ 83,959	$ 480,416	$ 336,845	$ 1,067,776
DEPRECIATION (ACTUAL)	**$ 95,883**	**$ 83,959**	**$ 480,416**	**$ 336,845**	**$ 1,067,776**
SEWAGE COLLECTION					
PERSONNEL					
PERSONNEL (ACTUAL)	**$ 47,311**	**$ 44,281**	**$ 207,410**	**$ 188,634**	**$ 526,979**
AS BUDGET	$ 46,977	$ 45,694	$ 187,907	$ 182,777	Not Applicable
% ACTUAL TO BUDGET	100.71%	96.91%	110.38%	103.20%	Not Applicable
CONTRACTED SERVICES					
CONTRACTED SERVICES (ACTUAL)	**$ 11,565**	**$ 3,469**	**$ 33,753**	**$ 12,834**	**$ 90,767**
AS BUDGET	$ 12,131	$ 11,965	$ 48,525	$ 47,858	Not Applicable
% ACTUAL TO BUDGET	95.33%	29.00%	69.56%	26.82%	Not Applicable
SUPPLIES					
SUPPLIES (ACTUAL)	**$ 7,617**	**$ 11,654**	**$ 29,538**	**$ 22,450**	**$ 142,776**
AS BUDGET	$ 10,888	$ 10,679	$ 43,550	$ 42,717	Not Applicable
% ACTUAL TO BUDGET	69.96%	109.13%	67.83%	52.56%	Not Applicable
SEWAGE TREATMENT					
PERSONNEL					
PERSONNEL (ACTUAL)	**$ 41,855**	**$ 46,265**	**$ 209,753**	**$ 201,375**	**$ 553,303**
AS BUDGET	$ 50,302	$ 46,937	$ 201,207	$ 187,749	Not Applicable
% ACTUAL TO BUDGET	83.21%	98.57%	104.25%	107.26%	Not Applicable
CONTRACTED SERVICES					
CONTRACTED SERVICES (ACTUAL)	**$ 47,191**	**$ 35,715**	**$ 145,557**	**$ 109,012**	**$ 481,970**
AS BUDGET	$ 51,454	$ 51,454	$ 205,817	$ 205,817	Not Applicable
% ACTUAL TO BUDGET	91.71%	69.41%	70.72%	52.97%	Not Applicable
SUPPLIES					
SUPPLIES (ACTUAL)	**$ 67,389**	**$ 67,631**	**$ 255,717**	**$ 234,017**	**$ 780,228**
AS BUDGET	$ 73,146	$ 69,521	$ 292,583	$ 278,083	Not Applicable
% ACTUAL TO BUDGET	92.13%	97.28%	87.40%	84.15%	Not Applicable
TOTAL EXPENSES (ACTUAL)	**$ 568,871**	**$ 471,398**	**$ 2,205,247**	**$ 1,736,830**	**$ 5,645,757**
AS BUDGET	$ 655,024	$ 563,955	$ 2,620,095	$ 2,255,821	Not Applicable
% ACTUAL TO BUDGET	86.85%	83.59%	84.17%	76.99%	Not Applicable

MONROE

130

NATURAL GAS MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 04/2025 | FY 2025

COVER	1
OVERVIEW	2
SALES REPORT	3
SALES STATISTICS	4
POWER SUPPLY	5
DETAIL REVENUES	6
DETAIL EXPENSES	7-9

CITY OF MONROE: NATURAL GAS FUND OVERVIEW

	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	FY 2025	AS BUDGET	FY 2024
REVENUES	**$ 0.681M**	**$ 0.936M**	**$ 2.455M**	**$ 0.831M**									**$ 4.903M**	**$ 1.824M**	**$ 2.661M**
PERSONNEL COSTS	$ 0.094M	$ 0.074M	$ 0.083M	$ 0.072M									$ 0.323M	$ 0.300M	$ 0.285M
CONTRACTED SVC	$ 0.008M	$ 0.016M	$ 0.022M	$ 0.014M									$ 0.060M	$ 0.089M	$ 0.067M
SUPPLIES	$ 0.340M	$ 0.455M	$ 0.290M	$ 0.249M									$ 1.334M	$ 0.725M	$ 1.058M
CAPITAL OUTLAY	$ -	$ -	$ -	$ -									$ -	$ -	$ -
FUND TRANSFERS	$ 0.137M	$ 0.154M	$ 0.311M	$ 0.273M									$ 0.874M	$ 0.795M	$ 0.608M
EXPENSES	**$ 0.578M**	**$ 0.699M**	**$ 0.706M**	**$ 0.608M**									**$ 2.590M**	**$ 1.909M**	**$ 2.018M**
MARGIN	**$ 0.103M**	**$ 0.238M**	**$ 1.749M**	**$ 0.223M**									**$ 2.313M**	**$ (0.085M)**	**$ 0.643M**

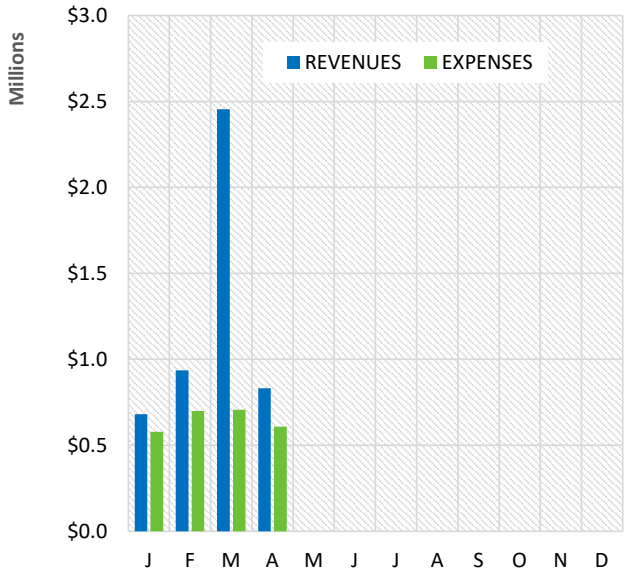
12-MO PURCHASED CCF's

12-MO RETAIL CCF's

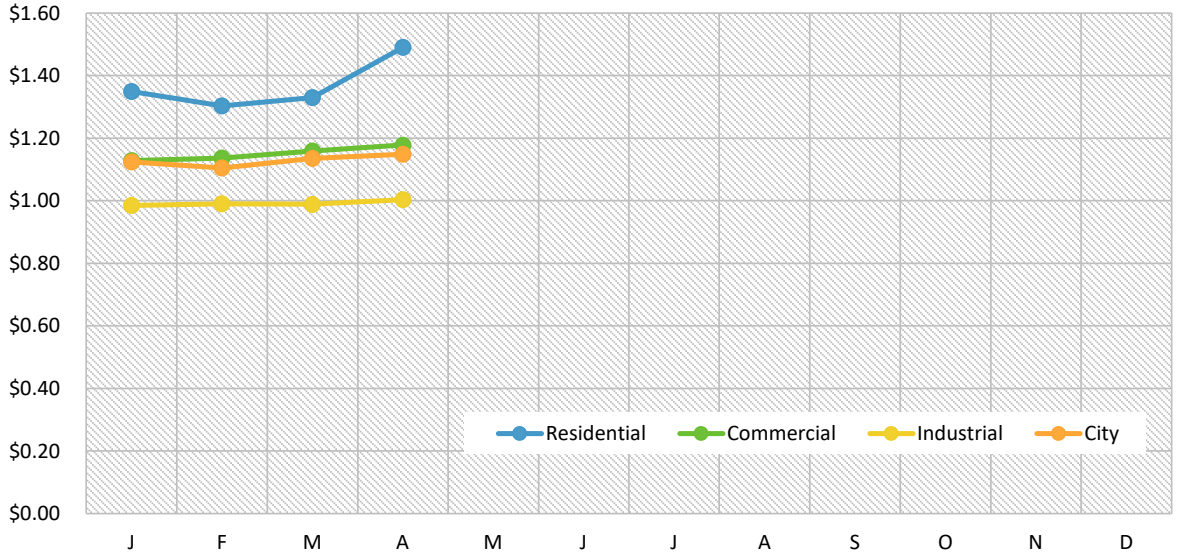
12-MO LINE LOSS: 4.72%

AVERAGE COST PER CCF: $0.4710

REVENUES vs. EXPENSES



AVERAGE $/CCF



RETAIL SALES REPORT

	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	132

CUSTOMER COUNT

Residential	3,867	3,861	3,867	3,857									3,863
Commercial	594	599	599	599									598
Industrial	7	7	7	7									7
City	19	19	19	19									19
Total	**4,489**	**4,488**	**4,494**	**4,484**									**4,489**
Year-Over-Year Δ	0.56%	0.47%	0.33%	0.25%									

CCF

Residential	0.260M	0.404M	0.383M	0.235M									1.281M
Commercial	0.216M	0.296M	0.311M	0.216M									1.039M
Industrial	0.029M	0.023M	0.026M	0.010M									0.088M
Other	0.015M	0.013M	0.020M	0.018M									0.067M
City	0.012M	0.018M	0.016M	0.010M									0.056M
Total	**0.533M**	**0.754M**	**0.756M**	**0.490M**									**2.532M**
Year-Over-Year Δ	2.56%	5.16%	23.09%	16.95%									

REVENUE

Residential	$ 0.350M	$ 0.527M	$ 0.509M	$ 0.350M									$ 1.736M
Commercial	$ 0.244M	$ 0.336M	$ 0.360M	$ 0.255M									$ 1.195M
Industrial	$ 0.029M	$ 0.023M	$ 0.026M	$ 0.010M									$ 0.088M
Other	$ 0.015M	$ 0.013M	$ 0.020M	$ 0.018M									$ 0.066M
City	$ 0.014M	$ 0.020M	$ 0.018M	$ 0.012M									$ 0.063M
Total	**$ 0.652M**	**$ 0.918M**	**$ 0.933M**	**$ 0.645M**									**$ 3.148M**
Year-Over-Year Δ	9.55%	18.06%	44.70%	61.39%									

SALES STATISTICS

	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	YTD 133
AVERAGE CCF/CUSTOMER													
Residential	67	105	99	61									83
Commercial	364	493	519	361									434
Industrial	4,168	3,298	3,764	1,412									3,161
City	637	959	824	538									739
AVERAGE $/CUSTOMER													
Residential	$91	$136	$132	$91									$112
Commercial	$411	$561	$601	$425									$500
Industrial	$4,105	$3,265	$3,721	$1,416									$3,127
City	$716	$1,060	$936	$618									$832
AVERAGE $/CCF													
Residential	$1.3489	$1.3034	$1.3299	$1.4906									$1.3682
Commercial	$1.1282	$1.1369	$1.1586	$1.1779									$1.1504
Industrial	$0.9848	$0.9899	$0.9886	$1.0030									$0.9916
City	$1.1238	$1.1049	$1.1359	$1.1484									$1.1282
Average	**$1.1465**	**$1.1337**	**$1.1533**	**$1.2050**									**$1.1596**

	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
Natural Gas Supply Cost					
Capacity Reservation Fees	$ 73,500	$ 50,744	$ 239,820	$ 216,841	$ 542,320
Demand Storage/Peaking Services	$ 3,522	$ 2,317	$ 10,320	$ 9,120	$ 28,683
Supply Charges	$ 170,734	$ 64,552	$ 1,054,025	$ 663,731	$ 1,447,033
Gas Authority Supply Charges	$ 5,972	$ 5,862	$ 34,042	$ 33,340	$ 53,760
Gas Authority Charges	$ (20,355)	$ (23,403)	$ (65,720)	$ (72,654)	$ (158,522)
P.A.C.E	300	300	1,200	1,200	3,600
APGA Annual Dues	-	-	5,075	3,755	5,075
Other	3,646	3,636	23,351	21,465	43,630
TOTAL MGAG BILL	**$ 237,319**	**$ 104,009**	**$ 1,302,112**	**$ 876,796**	**$ 1,965,580**
DELIVERED SUPPLY					
Volume CCF	400,740	374,720	2,701,720	2,416,970	4,314,440
Volume Dth (MGAG)	411,750	364,970	2,641,560	2,345,420	4,208,960

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

UNIT COSTS					
$/Dth	0.5764	0.2850	0.4929	0.3738	0.4670
$/CCF	0.5922	0.2776	0.4820	0.3628	0.4556

	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
SALES REVENUES					
NATURAL GAS SALES	$ 644,637	$ 399,414	$ 3,149,425	$ 2,416,456	$ 4,927,956
SALES REVENUES (ACTUAL)	**$ 644,637**	**$ 399,414**	**$ 3,149,425**	**$ 2,416,456**	**$ 4,927,956**
AS BUDGET	$ 421,105	$ 346,464	$ 1,684,422	$ 346,464	Not Applicable
% ACTUAL TO BUDGET	153.08%	115.28%	186.97%	697.46%	Not Applicable
OTHER REVENUES					
OP REVENUE	-	-	-	-	-
MISC REVENUE	-	250	400	650	5,475
CONTRIBUTED CAPITAL	-	-	1,500,000	-	1,500,000
SALE FIXED ASSETS	-	-	-	-	-
TAP FEES	3,082	800	12,310	14,970	34,217
REIMB DAMAGED PROP - GAS	-	-	-	-	-
ADMIN ALLOC	24,640	22,947	82,080	94,642	240,254
CAPITAL LEASES	-	-	-	-	-
INT/INVEST INCOME	-	-	-	-	-
STATE GRANTS	-	-	-	-	-
MGAG REBATE	158,480	133,831	158,480	133,831	158,480
OPERATING TRANSFERS IN	-	-	-	-	-
SALE OF ASSETS - GAS	-	-	-	-	-
OTHER REVENUES (ACTUAL)	**$ 186,203**	**$ 157,828**	**$ 1,753,270**	**$ 244,094**	**$ 1,938,425**
AS BUDGET	$ 34,906	$ 38,297	$ 139,622	$ 153,189	Not Applicable
% ACTUAL TO BUDGET	533.45%	412.11%	1255.72%	159.34%	Not Applicable
TOTAL REVENUES (ACTUAL)	**$ 830,840**	**$ 557,242**	**$ 4,902,695**	**$ 2,660,550**	**$ 6,866,381**
AS BUDGET	$ 456,011	$ 384,761	$ 1,824,044	$ 1,539,044	Not Applicable
% ACTUAL TO BUDGET	182.20%	144.83%	268.78%	172.87%	Not Applicable

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

NATURAL GAS: EXPENSES

REPORTING PERIOD: 04/2025

MONRO

	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
PERSONNEL					
Compensation	$ 45,703	$ 38,205	$ 204,553	$ 180,627	$ 550,135
Benefits	25,806	25,755	117,615	104,104	302,244
PERSONNEL (ACTUAL)	**$ 71,687**	**$ 64,035**	**$ 322,696**	**$ 285,243**	**$ 853,870**
AS BUDGET	$ 74,941	$ 72,339	$ 299,764	$ 289,356	Not Applicable
% ACTUAL TO BUDGET	95.66%	88.52%	107.65%	98.58%	Not Applicable
CONTRACTED SERVICES					
Consulting	$ 295	$ -	$ 295	$ -	$ 34,490
Landfill Fees	-	-	-	-	-
Custodial Service	-	-	-	-	-
Lawn & Maint	-	-	-	-	-
Holiday Events	-	-	-	-	211
Security Sys	-	-	-	-	-
Equipment Rep & Maint	-	4,319	-	8,878	8,058
Vehicle Rep & Maint Outside	20	151	409	1,954	2,202
R&M System - Outside	5,500	21	15,223	7,331	40,760
R & M Buildings - Outside	-	-	59	-	2,476
Maintenance Contracts	908	246	3,563	1,863	10,642
Equip Rent/Lease	1,121	997	2,960	2,804	21,069
Pole Equip Rent/Lease	-	-	-	-	-
Equipment Rental	-	110	51	166	550
Repairs & Maintenance (Outside)	-	-	-	-	-
Landfill Fees	-	-	-	-	-
Maint Contracts	-	-	-	-	-
Other Contract Svcs	-	-	-	-	-
Comm Svcs	810	662	3,786	2,060	9,786
Postage	-	-	-	-	-
Adverstising	-	-	15	-	135
Mkt Expense	400	-	400	400	1,131
Printing	-	-	-	-	-
Util Bill Print Svcs	-	-	-	-	-
Dues & Sub	-	-	-	-	-
Travel	388	831	578	1,036	1,237
Fees	-	-	900	900	1,798
Vehicle Tag & Title Fee	-	-	-	-	-
Ga Dept Rev Fee	-	-	100	-	100
Training & Ed	700	910	1,899	910	6,435
Gen Liab Ins	-	-	-	-	-
Uniform Rental	-	-	-	-	-
Contract Labor	3,835	3,825	29,511	38,526	57,752
Shipping/Freight	-	-	-	-	-
CONTRACTED SERVICES (ACTUAL)	**$ 13,977**	**$ 12,072**	**$ 59,750**	**$ 66,829**	**$ 198,833**

	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
AS BUDGET	$ 22,292	$ 22,292	$ 89,167	$ 89,167	Not Applicable
% ACTUAL TO BUDGET	62.70%	54.16%	67.01%	74.95%	Not Applicable
SUPPLIES					
Gas Cost	235,117	154,058	1,281,681	970,584	2,002,115
Office Supplies	(268)	-	616	-	1,258
Postage	-	-	-	-	-
Furniture <5000	-	-	-	-	-
Auto Parts	-	-	-	406	1,930
Construction Materials	-	-	-	-	-
Damage Claims	-	-	-	-	-
Expendable Fluids	-	-	133	22	133
Tires	-	281	779	784	2,895
Uniform Expense	1,968	1,806	3,038	1,806	7,151
Janitorial	95	113	324	515	1,054
Computer Equipment	-	-	-	-	123
Equipment Parts	574	215	1,943	449	9,350
System R&M - Inside	4,209	14,822	26,035	62,988	155,297
Sys R & M - Inside/Shipping	-	-	-	-	44
Repair & Maintenance	4,209	14,822	26,035	62,988	157,068
Util Costs - Util Fund	366	356	1,476	1,422	4,315
Covid-19 Expenses	-	-	-	-	-
Mileage Reimb	-	-	-	-	-
Auto & Truck Fuel	1,768	1,904	7,267	6,069	29,647
Food	367	468	905	1,241	2,908
Sm Tool & Min Equip	262	(4,217)	1,055	1,238	16,318
Meters	3,787	-	5,968	5,952	17,776
Sm Oper Supplies	710	1,214	2,322	4,461	22,719
Construction Material	-	-	-	-	-
Tires	-	-	-	-	-
Uniform Exp	-	-	-	-	-
Repairs & Maintenance (Inside)	-	-	-	-	-
Equip Pur (<$5M)	-	-	-	-	-
Dam Claims	-	-	-	-	-
SUPPLIES (ACTUAL)	**$ 248,955**	**$ 171,019**	**$ 1,333,543**	**$ 1,057,938**	**$ 2,276,804**
AS BUDGET	$ 181,368	$ 25,733	$ 725,470	$ 102,933	Not Applicable
% ACTUAL TO BUDGET	137.27%	664.58%	183.82%	1027.79%	Not Applicable
CAPITAL OUTLAY					
Amortization Def Chg 2016 Bond	$ 1,080	$ 1,080	$ 2,160	$ 2,160	$ 4,320
Amort 2020 Bond Premium	$ (692)	$ (692)	$ (2,767)	$ (2,767)	$ (8,302)

NATURAL GAS: EXPENSES

REPORTING PERIOD: 04/2025

MONRO

	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
Amort Right To Use Asset	$ 1,287	$ -	$ 6,517	$ -	$ 20,672
Depr Exp	$ 22,901	$ 19,335	$ 116,934	$ 77,342	$ 242,150
Capital Lease	$ -	$ -	$ -	$ -	$ -
Int Exp 2016 Rev Bond	879	1,305	3,516	5,218	12,250
Interest Exp - 2020 Rev Bonds	3,417	3,417	13,670	13,670	41,009
Capital Lease Interest	-	-	-	-	-
Lease Liability Interest	352	352	1,406	1,406	4,219
Issuance Costs	-	-	-	-	-
CAPITAL OUTLAY (ACTUAL)	**$ 29,224**	**$ 24,797**	**$ 141,435**	**$ 97,029**	**$ 316,317**
AS BUDGET	$ 4,547	$ 4,976	$ 18,190	$ 19,902	Not Applicable
% ACTUAL TO BUDGET	642.63%	498.38%	777.55%	487.53%	Not Applicable
FUND TRANSFERS					
Admin Alloc - Adm Exp	$ 135,735	$ 113,905	$ 497,832	$ 367,763	$ 1,177,542
Transfer To Gf	108,250	37,594	234,838	140,468	337,649
Transfer To Cip	-	-	-	-	-
Transfer - Insurance	-	-	-	-	-
Transfer - E&R	-	-	-	-	-
FUND TRANSFERS (ACTUAL)	**$ 243,985**	**$ 151,499**	**$ 732,670**	**$ 508,231**	**$ 1,515,192**
AS BUDGET	$ 194,109	$ 134,401	$ 776,437	$ 537,603	Not Applicable
% ACTUAL TO BUDGET	125.69%	112.72%	94.36%	94.54%	Not Applicable
TOTAL EXPENSES (ACTUAL)	**$ 607,827**	**$ 423,423**	**$ 2,590,094**	**$ 2,015,270**	**$ 5,161,016**
AS BUDGET	$ 477,257	$ 259,740	$ 1,909,027	$ 1,038,961	Not Applicable
% ACTUAL TO BUDGET	127.36%	163.02%	135.68%	193.97%	Not Applicable

ELECTRIC: MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 04/2025 | FY 2025

COVER	1
OVERVIEW	2
SALES REPORT	3
SALES STATISTICS	4
POWER SUPPLY	5
DETAIL REVENUES	6
DETAIL EXPENSES	7-8

CITY OF MONROE: ELECTRIC FUND OVERVIEW

	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	FY 2025	AS BUDGET	FY 2024
REVENUES	**$ 1.554M**	**$ 1.910M**	**$ 1.961M**	**$ 1.632M**									**$ 7.058M**	**$ 6.887M**	**$ 6.387M**
PERSONNEL COSTS	$ 0.169M	$ 0.124M	$ 0.132M	$ 0.116M									**$ 0.540M**	$ 0.476M	$ 0.457M
CONTRACTED SVC	$ 0.067M	$ 0.068M	$ 0.078M	$ 0.071M									**$ 0.284M**	$ 0.296M	$ 0.226M
SUPPLIES	$ 1.170M	$ 1.561M	$ 1.396M	$ 1.304M									**$ 5.432M**	$ 4.751M	$ 4.867M
CAPITAL OUTLAY	$ 0.000M	$ 0.000M	$ 0.004M	$ 0.001M									**$ 0.006M**	$ -	$ 0.001M
DEPRECIATION	$ -	$ -	$ 0.184M	$ 0.045M									**$ 0.229M**	$ 0.076M	$ 0.183M
EXPENSES	**$ 1.406M**	**$ 1.754M**	**$ 1.794M**	**$ 1.537M**									**$ 6.490M**	**$ 5.599M**	**$ 5.734M**
FUND TRANSFERS	**$ 0.187M**	**$ 0.207M**	**$ 0.271M**	**$ 0.374M**									**$ 1.039M**	**$ 1.562M**	**$ 0.721M**
MARGIN W/O TRANSFERS	**$ 0.148M**	**$ 0.157M**	**$ 0.167M**	**$ 0.096M**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 0.568M**	**$ 1.287M**	**$ 0.653M**
MARGIN W/ TRANSFER	**$ (0.039M)**	**$ (0.051M)**	**$ (0.104M)**	**$ (0.278M)**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ (0.471M)**	**$ (0.275M)**	**$ (0.068M)**
PART CONTR/YES/INTEREST	$ 0.201M	$ 0.177M	$ 0.351M	$ 0.799M	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1.529M	$ 1.000M	$ 0.516M

* Participant Contribution, Year End Settlement and Interest excluded from Revenues

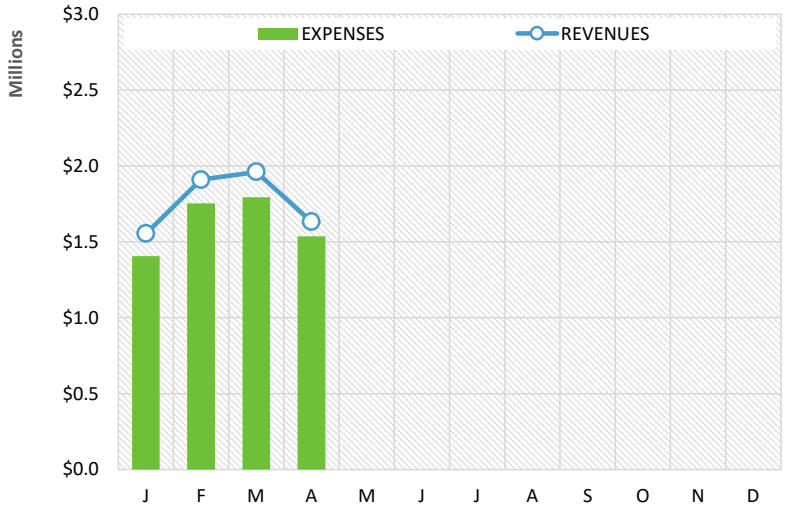
12-MO PURCHASED KWH's

12-MO RETAIL KWH's

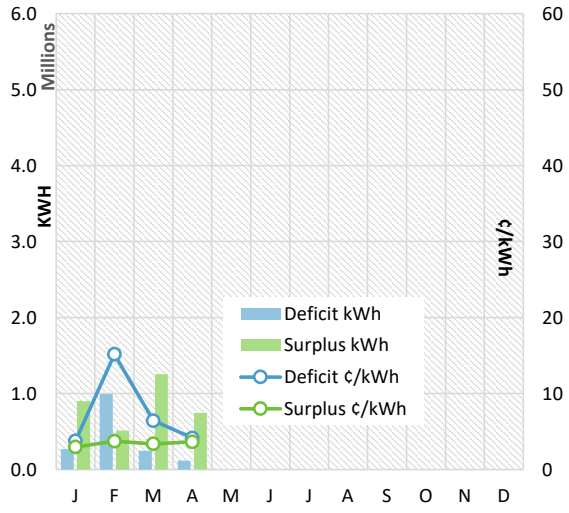
12-MO LINE LOSS: 3.79%

12-MO WHOLESALE ¢/kWh: 8.428

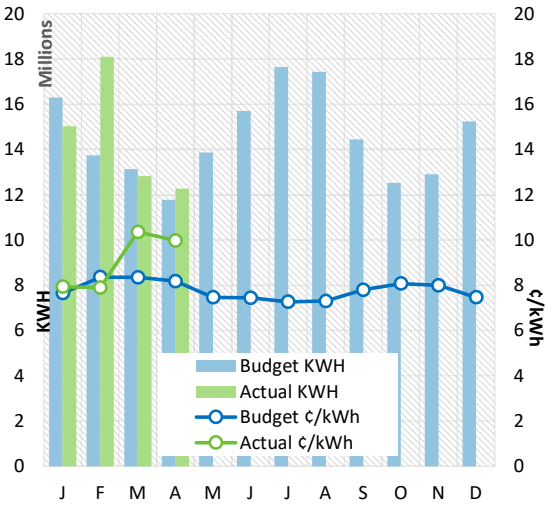
REVENUES vs. EXPENSES



DEFICIT PURCHASES vs. SURPLUS SALES



MEAG BUDGET vs. ACTUAL



RETAIL SALES REPORT

	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	YTD
CUSTOMER COUNT													
Residential	5,991	5,977	6,006	6,011									5,996
Commercial	960	962	965	963									963
Industrial	1	1	1	1									1
City	53	53	53	53									53
Total	**7,005**	**6,993**	**7,025**	**7,028**									**7,013**
Year-Over-Year Δ	0.47%	0.30%	0.47%	0.36%									
KWH													
Residential	6.188M	8.374M	8.724M	6.181M									29.467M
Commercial	5.137M	5.730M	5.966M	5.151M									21.984M
Industrial	0.363M	0.355M	0.419M	0.358M									1.495M
Other	-	-	-	-									-
City	0.526M	0.624M	0.594M	0.540M									2.284M
Total	**12.214M**	**15.083M**	**15.702M**	**12.230M**									**55.229M**
Year-Over-Year Δ	-1.06%	0.50%	9.47%	3.68%									
REVENUE													
Residential	$ 0.725M	$ 0.967M	$ 0.999M	$ 0.758M									$ 3.450M
Commercial	$ 0.683M	$ 0.763M	$ 0.785M	$ 0.703M									$ 2.933M
Industrial	$ 0.036M	$ 0.035M	$ 0.039M	$ 0.036M									$ 0.146M
Other	$ 0.000M	$ 0.000M	$ 0.000M	$ 0.000M									$ 0.000M
City	$ 0.050M	$ 0.060M	$ 0.057M	$ 0.052M									$ 0.219M
Total	**$ 1.495M**	**$ 1.825M**	**$ 1.880M**	**$ 1.548M**									**$ 6.748M**
Year-Over-Year Δ	1.71%	5.55%	12.72%	9.07%									

SALES STATISTICS

	Jan 2025	Feb 2025	Mar 2025	Apr 2025	May 2025	Jun 2025	Jul 2025	Aug 2025	Sep 2025	Oct 2025	Nov 2025	Dec 2025	YTD
AVERAGE KWH/CUSTOMER													
Residential	1,033	1,401	1,452	1,028									1,229
Commercial	5,351	5,956	6,182	5,349									5,710
Industrial	362,771	354,571	418,888	358,408									373,660
City	9,929	11,776	11,202	10,191									10,774
AVERAGE $/CUSTOMER													
Residential	$121	$162	$166	$126									$144
Commercial	$711	$793	$813	$730									$762
Industrial	$35,769	$35,270	$39,295	$35,505									$36,460
City	$951	$1,128	$1,073	$976									$1,032
AVERAGE $/KWH													
Residential	$0.1172	$0.1155	$0.1145	$0.1226									$0.1175
Commercial	$0.1330	$0.1331	$0.1316	$0.1364									$0.1335
Industrial	$0.0986	$0.0995	$0.0938	$0.0991									$0.0977
City	$0.0957	$0.0958	$0.0958	$0.0957									$0.0957
Average	**$0.1111**	**$0.1110**	**$0.1089**	**$0.1134**									**$0.1111**

	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
POWER SUPPLY COSTS					
MEAG Project Power	$ 1,013,198	$ 854,144	$ 4,292,039	$ 3,844,664	$ 12,160,632
Transmission	123,256	106,407	488,502	453,025	1,364,949
Supplemental	59,392	39,393	279,235	249,917	452,020
SEPA	52,932	58,954	221,803	233,654	664,739
Other Adjustments	(26,522)	(15,108)	(113,053)	(119,017)	(297,090)
TOTAL POWER SUPPLY COSTS	**$ 1,222,256**	**$ 1,043,791**	**$ 5,168,526**	**$ 4,662,242**	**$ 14,345,250**
AS BUDGET	**961,919**	**881,302**	**4,450,175**	**4,004,413**	**12,814,954**
% ACTUAL TO BUDGET	**127.06%**	**118.44%**	**116.14%**	**116.43%**	**111.94%**
PEAKS & ENERGY					
Peaks (KW)					
Coincident Peak (CP)	26,178	25,622	32,177	35,712	36,509
Non-Coincident Peak (NCP)	26,894	25,622	36,667	40,654	37,310
CP (BUDGET)	24,794	22,335	33,799	31,785	33,799
NCP (BUDGET)	24,535	22,467	33,403	31,770	34,195
Energy (KWH)					
MEAG Energy	10,511,296	9,760,353	53,723,681	49,023,301	163,205,371
Supplemental Purchases (or sales)	558,254	218,721	70,035	1,064,970	(5,962,324)
SEPA Energy	1,189,675	1,749,687	4,389,241	4,948,633	12,965,717
Total Energy (KWH)	**12,259,225**	**11,728,761**	**58,182,957**	**55,036,904**	**170,208,764**
AS BUDGET	**11,767,000**	**10,727,000**	**54,915,000**	**50,683,000**	**165,672,000**
% ACTUAL TO BUDGET	**104.18%**	**109.34%**	**105.95%**	**108.59%**	**102.74%**
CP Load Factor	65.04%	63.58%	20.64%	17.59%	53.22%
NCP Load Factor	63.31%	63.58%	18.11%	15.45%	52.08%
% Supplemental	4.55%	1.86%	0.12%	1.94%	3.38%
UNIT COSTS (¢/kWh)					
Bulk Power	10.6291	9.6462	9.1852	8.7903	8.6787
Supplemental	10.6388	18.0107	398.7072	23.4671	7.5813
SEPA Energy	4.4493	3.3694	5.0533	4.7216	5.1269
MEAG Total	9.9701	8.8994	8.8832	8.4711	8.4280

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

	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
SALES REVENUES					
ELECTRIC SALES	$ 1,547,916	$ 1,384,096	$ 6,742,212	$ 6,145,906	$ 19,946,454
SALES REVENUES (ACTUAL)	**$ 1,547,916**	**$ 1,384,096**	**$ 6,742,212**	**$ 6,145,906**	**$ 19,946,454**
AS BUDGET	$ 1,625,000	$ 1,541,667	$ 6,500,000	$ 6,166,667	Not Applicable
% ACTUAL TO BUDGET	95.26%	89.78%	103.73%	99.66%	Not Applicable
OTHER REVENUES					
OP REVENUE	58,075	34,732	212,467	138,795	492,823
FEDERAL GRANT	-	-	-	-	-
MISC REVENUE	1,125	3,727	15,261	4,598	258,436
CONTRIBUTED CAPITAL	-	-	-	228	11,084
SALE OF FIXED ASSETS	-	-	-	-	-
GAIN UTILITIES ASSETS	-	-	-	-	-
REIMB DAMAGED PROPERTY	-	-	-	-	-
CUST ACCT FEES	-	-	-	-	-
OTHER REV	-	-	-	-	-
ADMIN ALLOC	24,640	22,947	82,080	94,642	240,254
STATE GRANTS	-	-	-	-	-
SALE OF RECYCLED MATERIALS	679	-	6,004	2,743	14,654
OTHER REVENUES (ACTUAL)	**$ 84,520**	**$ 61,405**	**$ 315,812**	**$ 241,007**	**$ 1,017,250**
AS BUDGET	$ 96,667	$ 67,097	$ 386,667	$ 268,389	Not Applicable
% ACTUAL TO BUDGET	87.43%	91.52%	81.68%	89.80%	Not Applicable
TRANSFER					
OPERATING TRANSFERS IN	-	-	-	-	-
TOTAL REVENUES (ACTUAL)	**$ 1,632,435**	**$ 1,445,501**	**$ 7,058,024**	**$ 6,386,913**	**$ 20,963,704**
AS BUDGET	$ 1,721,667	$ 1,608,764	$ 6,886,667	$ 6,435,056	Not Applicable
% ACTUAL TO BUDGET	94.82%	89.85%	102.49%	99.25%	Not Applicable
TOTAL EXCLUDED	**$ 799,228**	**$ 162,345**	**$ 1,528,686**	**$ 516,221**	**$ 3,500,404**

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

Note on Interest/YES/Participant Contribution: excluded from revenues

	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECE 12-MONTH
PERSONNEL					
Compensation	$ 81,158	$ 75,520	$ 380,764	$ 316,972	$ 1,000,879
Benefits	34,836	34,982	159,718	140,063	415,217
PERSONNEL (ACTUAL)	**$ 115,995**	**$ 110,503**	**$ 540,483**	**$ 457,035**	**$ 1,416,096**
AS BUDGET	$ 118,987	$ 119,493	$ 475,948	$ 477,972	Not Applicable
% ACTUAL TO BUDGET	97.49%	92.48%	113.56%	95.62%	Not Applicable
CONTRACTED SERVICES					
Consulting	$ -	$ -	$ 128	$ -	$ 523
Landfill Fees	-	-	-	-	-
Holiday Event	-	-	-	-	8,168
Maintenance Contracts	1,028	310	24,159	19,859	29,163
Rents/Leases	1,121	529	2,419	1,170	5,097
Repairs & Maintenance (Outside)	5,469	97	12,849	10,449	104,176
Landfill Fees	-	-	-	-	-
Other Contract Svcs	-	-	-	-	-
Comm Svcs	1,499	1,593	6,987	5,923	22,971
Postage	-	-	-	-	-
Public Relations	-	-	-	-	-
Mkt Expense	-	-	-	-	-
Printing	-	-	-	-	-
Dues & Sub	-	-	-	-	-
Travel	182	214	492	625	4,320
Vehicle Tag & Title Fee	-	-	-	22	-
Ga Dept Rev Fee	-	-	900	-	900
Fees	-	-	-	-	-
Training & Ed	1,439	-	5,233	2,000	11,061
Contract Labor	60,149	39,150	230,520	185,944	687,824
Shipping/Freight	-	-	-	-	-
CONTRACTED SERVICES (ACTUAL)	**$ 70,886**	**$ 41,894**	**$ 283,687**	**$ 225,992**	**$ 879,079**
AS BUDGET	$ 74,029	$ 72,113	$ 296,117	$ 288,450	Not Applicable
% ACTUAL TO BUDGET	95.75%	58.10%	95.80%	78.35%	Not Applicable
SUPPLIES					
Office Supplies	(526)	-	(320)	-	1,290
Furniture <5001	-	-	-	-	-
Postage	-	-	-	-	-
Auto Parts	140	546	194	741	1,537
Construction Materials	-	-	-	-	-
Damage Claims	-	-	-	-	5,739
Sponsorships/Donations	-	-	-	-	-
Expendable Fluids	157	-	290	22	290
Safety/Medical Supplies	-	-	-	-	-
Tires	259	609	259	2,475	4,048

	Apr 2025	Apr 2024	FY2025 YTD	FY2024 YTD	MOST RECENT 12-MONTH
Uniform Expense	600	15,174	24,974	16,890	25,895
Janitorial	166	241	604	833	1,907
Computer Equipment	-	-	-	49	123
R & M Buildings - Inside	-	-	-	-	-
Util Costs - Util Fund	1,614	1,619	11,111	9,621	18,491
Covid-19 Expenses	-	-	-	-	-
Streetlights	-	-	-	-	-
Auto & Truck Fuel	2,952	2,735	9,696	8,058	34,402
Food	40	88	2,690	385	9,053
Sm Tool & Min Equip	3,431	3,266	7,112	7,571	43,593
Meters	-	-	-	-	-
Lab Supplies	-	-	-	-	-
Sm Oper Supplies	1,227	889	2,977	6,186	27,860
Construction Material	-	-	-	-	-
Tires	-	-	-	-	-
Uniform Exp	-	-	-	-	-
Power Costs	1,222,256	1,043,791	5,110,657	4,610,040	14,422,173
Equip Pur (<$5M)	-	-	-	-	-
Dam Claims	-	-	-	-	-
SUPPLIES (ACTUAL)	**$ 1,304,145**	**$ 1,102,399**	**$ 5,431,866**	**$ 4,866,688**	**$ 15,003,138**
AS BUDGET	$ 1,187,667	$ 1,070,142	$ 4,750,667	$ 4,280,570	Not Applicable
% ACTUAL TO BUDGET	109.81%	103.01%	114.34%	113.69%	Not Applicable
CAPITAL OUTLAY					
Construction In Progress	$ -	$ -	$ -	$ -	$ -
Capital Expenditures	$ -	$ -	$ -	$ -	$ -
Capital Lease	$ 259	$ 261	$ 1,035	$ 1,044	$ 3,110
Amort Right To Use Asset	$ 915	$ -	$ 4,632	$ -	$ 14,702
Depr Exp	$ 44,522	$ 45,875	$ 228,693	$ 183,423	$ 537,080
CAPITAL OUTLAY (ACTUAL)	**$ 45,696**	**$ 46,136**	**$ 234,361**	**$ 184,467**	**$ 554,892**
AS BUDGET	$ -	$ -	$ -	$ -	Not Applicable
% ACTUAL TO BUDGET	0.00%	0.00%	0.00%	0.00%	Not Applicable
FUND TRANSFERS					
Admin Alloc - Adm Exp	$ 135,735	$ 113,905	$ 497,832	$ 367,763	$ 1,177,543
TRANSFER TO GF	238,364	95,456	541,074	353,097	1,317,895
TRANSFER TO CIP	-	-	-	-	-
Transfer - E&R	-	-	-	-	-
FUND TRANSFERS (ACTUAL)	**$ 374,099**	**$ 209,361**	**$ 1,038,906**	**$ 720,860**	**$ 2,495,438**
AS BUDGET	$ 390,503	$ 268,993	$ 1,562,011	$ 1,075,972	Not Applicable
% ACTUAL TO BUDGET	95.80%	77.83%	66.51%	67.00%	Not Applicable
TOTAL EXPENSES (ACTUAL)	**$ 1,910,820**	**$ 1,510,293**	**$ 7,529,302**	**$ 6,455,043**	**$ 20,348,643**
AS BUDGET	$ 1,771,185	$ 1,530,741	$ 7,084,742	$ 6,122,964	Not Applicable
% ACTUAL TO BUDGET	107.88%	98.66%	106.27%	105.42%	Not Applicable

To: City Council

From: Brad Callender, Planning & Zoning Director

Department: Planning & Zoning

Date: 7/1/2025

Subject: REZONE #3816 – 1521 S. Broad Street – B-3 Rezone

Budget Account/Project Name: N/A

Funding Source: N/A

Budget Allocation: N/A

Budget Available: N/A

Requested Expense: N/A **Company of Record:** N/A

Description:

The property owner of 1521 S. Broad Street is petitioning for a Rezone from M-1 to B-3 to allow for development of a convenience store with fuel pumps.

Background:

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

Recommendation:

The Planning Commission voted unanimously to recommend approval of the Rezone as submitted without conditions.

Attachment(s):

Staff Report
Application Documents

CITY OF MONROE
PLANNING & ZONING
REZONE STAFF REPORT

APPLICATION SUMMARY

REZONE CASE: 3816

DATE: June 6, 2025

STAFF REPORT BY: Brad Callender, Planning & Zoning Director

APPLICANT NAME: Monroe Center, LLC

PROPERTY OWNER: Monroe Center, LLC

LOCATION: East side of S. Broad Street – 1521 S. Broad Street

COUNCIL DISTRICTS: 6 & 8

ACREAGE: ±6.08

EXISTING ZONING: M-1 (Light Industrial/Manufacturing District)

EXISTING LAND USE: Undeveloped

ACTION REQUESTED: Rezone M-1 to B-3 (Highway Commercial District)

REQUEST SUMMARY: The owner is petitioning for a rezone to allow development of a convenience store with fuel pumps.

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

DATES OF SCHEDULED MEETINGS

PLANNING COMMISSION: June 17, 2025
CITY COUNCIL: July 8, 2025

REQUEST SUMMARY

REZONE REQUEST SUMMARY:

The applicant is requesting approval of a rezone to B-3 (Highway Business District) to allow for development of a convenience store with fuel pumps. The property is currently zoned M-1 and convenience stores are not permitted uses in the M-1 zoning district. The project has already received City approvals for the project presented in this request, however changes to the Zoning Ordinance and the expiration of their permits now require a rezone of the property and restarting the development process.

PROPOSED PROJECT SUMMARY:

- Rezone – B-3 Convenience Store with Fuel Pumps
  - Site Area – ±6.08 Acres
  - Potential Subdivision of 3 Commercial Lots

STAFF ANALYSIS

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

(1) The location, present use, and zoning classification of the subject property, and its suitability and economic viability for use as currently zoned: The subject property is currently zoned M-1 (Light Industrial/Manufacturing). The property has been zoned M-1 since the adoption of zoning in the City in 1972. The property has never been developed. Under the current M-1 zoning, convenience stores are not permitted uses. In order to allow a convenience store with fuel pumps, the property must be rezone to either B-2 or B-3 and also obtain Conditional Use approval.

(2) The proposed use and zoning classification of the subject property: The applicant is requesting the rezone to B-3 (Highway Business District) in order to develop a convenience store with fuel pumps and other commercial uses on the subject property. Convenience stores with fuel pumps are conditional uses in the B-3 zoning district. The M-1 zoning district has limited commercial uses permitted within the district making the rezone request align more with the intent to develop the site for commercial purposes.

(3) The existing land uses and zoning classification of nearby property, whether the zoning proposal seeks a use consistent with the use and development of adjacent and nearby property, and to what extent the zoning proposal will adversely affect adjacent or nearby property: Properties located north of the site are zoned R-1A and R-2. Properties south and west of the site along S. Broad St. are zoned M-1. Properties east of the site across the Great Walton Railroad are zoned R-1. Land uses to the north along S. Broad Street are a mixture of commercial and residential uses while the land uses to the south are all non-residential with a mixture of commercial and industrial uses. The requested commercial rezone is in keeping with the land use development patterns south and west of the site. Rezoning the property to B-3 will place a commercially zoned property between residentially and industrially zoned properties.

(4) Whether the zoning proposal will result in a use which could adversely affect existing infrastructure including without limitation streets, transportation facilities, utilities, schools, police and fire protection, and municipal personnel: The requested rezone to develop the property commercially should not adversely affect existing infrastructure. The applicant has already received a permit from GDOT for the improvements at the project entrance. City services and utilities should be adequate to serve the site.

(5) Whether the zoning proposal is consistent with the Comprehensive Plan: The subject property is located in the South Sub-Area as identified in the Monroe Comprehensive Plan. The existing character of this vicinity of the South Sub-Area is predominantly non-residential, from this property south to the City Limit boundary. North of the property along S. Broad Street is a mixture of commercial and residential uses. The requested rezone does not conflict with any goals of the Comprehensive Plan.

(6) Whether there are other factors or existing or changing conditions regarding the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal: While the property has been zoned M-1, the applicant received a Certificate of Appropriateness Approval for the Corridor Design Overlay District to develop a convenience store with fuel pumps in October of 2021. The applicant then submitted site development plans and was granted a Land Disturbance Permit for development of the convenience store and fuel pumps. The Land Disturbance Permit was granted to the applicant on March 6, 2024. However, the project never commenced construction. Under the rules for Land Disturbance Permits in the Development Regulations, after 6 months if the project has not commenced, the Land Disturbance Permit automatically expires.

On December 10, 2024, the adoption of revisions to the Zoning Ordinance included changes to permitted land uses. Convenience stores with fuel pumps were changed to conditional uses in all the districts where previously permitted by right. With that now being the case, convenience stores with fuel pumps must undergo obtain conditional use approval from City Council. With City Council action now being a minimum requirement action for this use, the applicant decided to also rezone the property to align the zoning of the property with the intent to develop the remainder of property commercially.

STAFF RECOMMENDATION

Based upon the City Council's policies, decision making criteria and standards outlined in the Zoning Ordinance of the City of Monroe, staff recommends approval of the requested rezone to allow for the development of a convenience store with fuel pumps as presented without conditions.

CITY OF MONROE

REZONE APPLICATION #3816

REZONE LOCATION & DESCRIPTION

Address (or street location): 1521 South Broad Street

Parcel Acreage/Square Feet: 264,659.5 sf, 6.08 acres

Parcel #(s): M0200283 Council Districts: (1 – 6) 6 & (7 or 8) 8

Existing Zoning: M-1 Proposed Zoning: B-3

Existing Use: undeveloped wooded lot

Proposed Use: Commercial

PROPERTY OWNER & APPLICANT INFORMATION

Property Owner: Monroe Center, LLC Phone #: 770-557-5534

Address: 130 Shadburn Ferry Road City: Buford State: Ga Zip: 30518

Applicant (if not Property Owner): _____ Phone #: _____

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

REZONE INFORMATION

Describe the current zoning of the subject property and abutting properties. Describe all existing uses on abutting properties (1521.4.b.3): Current Zoning of subject property is M-1. Property Northwesterly of subject property is R1A. Property Northeasterly of subject property is zoned R-2. Property Easterly of subject property is Great Walton Railroad. Property southeasterly of subject property is zoned M-1.

Provide a statement explaining the intent for the requested zoning change, the proposed use, and any special or unusual parts of the rezoning request (1521.4.b.4): Request to change the current zoning from M-1 to B-3. The proposed development is a 8100 sf commercial building for a convenience store and two retail spaces. A canopy with fueling stations, parking, dumpster enclosure , and 30' interparcel access provided for this lot and remaining property. Utilites extended for future development.

REZONE INFORMATION CONT.

Describe the suitability for development under the existing zoning vs. the proposed zoning. Describe all existing uses and structures (1521.4.b.5): The subject property is part of a M-1 node along South Broad Street with a requested proposed zoning of B-3.

Dollar General, Marathon Gas Station & other commercial businesses all zoned M-1 are located across South Broad Street. The Great Walton Railroad abuts the easterly property line.

Properties north of this development have individual residential homes. The Nucor Warehouse Systems, southeasterly is zoned M-1. The proposed B-3 Zoning will allow commercial uses.

Describe the duration of vacancy or non-use if the property is vacant and unused at the time the application is submitted (1521.4.b.6): The property is a vacant wooded lot.

Select all existing utilities available and/or describe proposed utilities (1521.4.b.11):

Water ☑ Sewer ☑ Electric ☑ Gas ☑ Telecom ☑ Private Well ☐ Septic Tank ☐

REQUIRED SUBMITTAL ITEMS

THE FOLLOWING ARE REQUIRED SUBMITTAL ITEMS:

- ☑ Completed Application
- ☑ Fee (see Fee Schedule)
- ☑ Typed Legal Description
- ☑ Deed
- ☑ Survey Plat
- ☑ Typed Detailed Description of the Request
- ☑ Proof of all property taxes paid in full
- ☑ Site Plan

SITE PLANS SHALL BE DRAWN TO SCALE AND INCLUDE THE FOLLOWING ITEMS (1521.4.b.7):

- ☑ Proposed Uses/Buildings
- ☑ Proposed Improvement Data
- ☑ Parking
- ☑ Traffic Circulation
- ☑ Landscaping/Buffers
- ☑ Stormwater/Detention Structures
- ☑ Amenities

FOR COMMERCIAL & INDUSTRIAL REZONING SITE PLANS, THE FOLLOWING SHALL ALSO BE INCLUDED WITH THE SITE PLAN ITEMS LISTED (1521.4.b.8):

- ☑ Max. Gross Sq. Footage of Structures
- ☑ Min. Sq. Footage of Landscaped Areas
- ☑ Max. Structure Height
- ☑ Min. Sq. Footage of Parking & Drives
- ☑ Proposed Number of Parking Spaces
- ☑ Required Buffers

FOR RESIDENTIAL REZONING SITE PLANS, THE FOLLOWING SHALL ALSO BE INCLUDED WITH THE SITE PLAN ITEMS LISTED (1521.4.b.9):

- ☐ Max. Number of Dwelling Units/Lots
- ☐ Maximum Structure Height
- ☐ Minimum Square Footage of Dwellings
- ☐ Minimum Lot Size
- ☐ Maximum Lot Coverage
- ☐ Maximum Structure Height
- ☐ Location of Amenities
- ☐ Required Buffers

PLANNED DISTRICT REZONES SHALL INCLUDE THE FOLLOWING IN ADDITION TO THE APPLICAPLE REQUIRED APPLICATION DOCUMENTS (650.5):

- ☐ Pattern Book (Written Report) (650.5.a)
  - ☐ Pre-Application Review of Pattern Book by staff mandatory required to submit rezoning application
- ☐ Detailed Site Plans (650.5.b)
- ☐ Development Agreement (650.5.c)

OTHER ITEMS IDENTIFIED BY THE CODE ENFORCEMENT OFFICER DURING PRE-APPLICATION CONFERENCE (1521.4.b.11p):

- ☐ Other Items Required by Code Enforcement Officer

APPLICANT SIGNATURE & AFFADAVIT

I HEREBY CERTIFY THAT I HAVE EXAMINED AND UNDERSTAND ALL INFORMATION ON THIS APPLICATION AND THAT THE ABOVE STATEMENTS AND INFORMATION SUPPLIED BY ME ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING WORK TO BE PERFORMED SHALL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. APPLICANT HERBY AUTHORIZES THE CODE DEPARTMENT PERSONNEL TO ENTER UPON AND INSPECT THE PROPERTY FOR ALL PURPOSES ALLOWED AND REQUIRED BY THE ZONING ORDINANCE AND THE DEVELOPMENT REGULATIONS.

SIGNATURE: Ian S. Wilcox **DATE:** 04/30/25

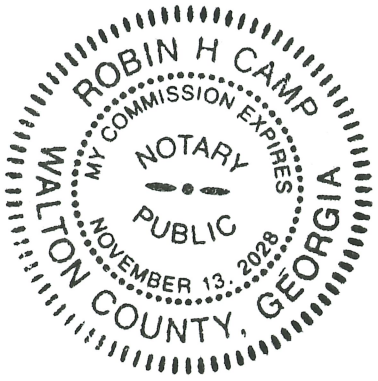
A PUBLIC NOTICE SIGN WILL BE PLACED ON THE SUBJECT PROPERTY PRIOR TO THE PUBLIC HEARING BY THE CODE DEPARTMENT. THE PUBLIC NOTICE SIGN MUST REMAIN ON THE SUBJECT PROPERTY UNTIL AFTER THE CITY COUNCIL MEETING DECIDES THE MATTER. THE CODE DEPARTMENT WILL REMOVE THE SIGN AFTER THE PUBLIC HEARING.

PROPERTY OWNER'S AUTHORIZATION SIGNATURE, IF NOT THE APPLICANT

SIGNATURE: [signature] **DATE:** 04/30/25

NOTARY PUBLIC: Robin H. Camp SWORN TO AND SUBSCRIBED BEFORE THIS 30th DAY OF April, 2025 NOTARY SIGNATURE: Robin H. Camp

DATE: 11/13/28 SEAL:



Note: It is the responsibility of the applicant and not the staff to ensure a complete application with all required materials are submitted. Applications and submittals found to be incomplete and incorrect will be rejected. Each applicant is responsible for compliance with the Disclosure of Campaign Contributions and/or Gifts outlined in Section 1550 of the Zoning Ordinance.

Carter Harkleroad Group

April 30, 2025

Brad Callender, City Planner
City of Monroe
215 North Broad Street
Monroe, Ga 30655

Monroe Center, LLC – 1530 South Broad Street
Conditional Use Permit & Rezoning from M-1 to B-3

Mr. Callender

Monroe Center, LLC is requesting a Conditional Use & Rezoning for the above subject property. In October 2021, the subject property obtained Certificate of Appropriateness approval from the City of Monroe. The developer then moved forward with civil design and obtained City of Monroe, Georgia Soil Water Conservation Commission, and Georgia Department of Transportation approval. The City of Monroe issued a Land Disturbance Permit in March of 2024.

Due to unexpected construction costs and shortage of materials, this project was put on temporary hold. The developer is now recommitted to this project and would like to construct the originally approved design.

The enclosed site layout includes an 8,100 sf commercial building for a convenience store and two retail spaces. A canopy with fueling stations is proposed. Twenty four parking spaces including two handicap spaces are provided. A 20' landscape strip is provided along South Broad Street with a 25' buffer along the NW property line. Interior landscaping is provided around the building. An enclosed dumpster is proposed rear of the proposed building. Detention is provided in a pond, rear of the development. Water & Sanitary Sewer Service is available along South Broad Street.

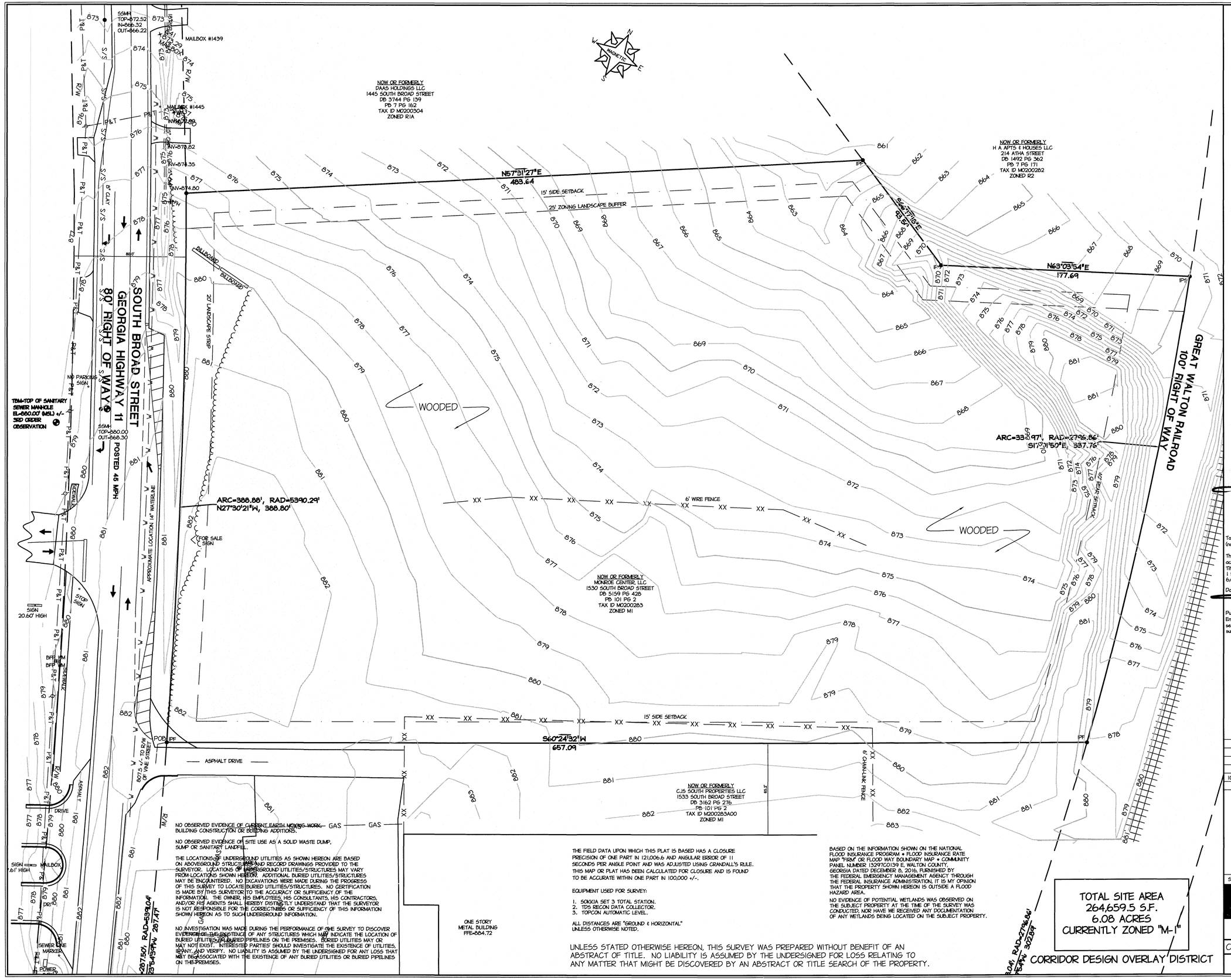
A 30' inter-parcel access connects to South Broad Street. The contractor posted the required GDOT performance bond for the South Broad Street improvements to secure the GDOT Permit.

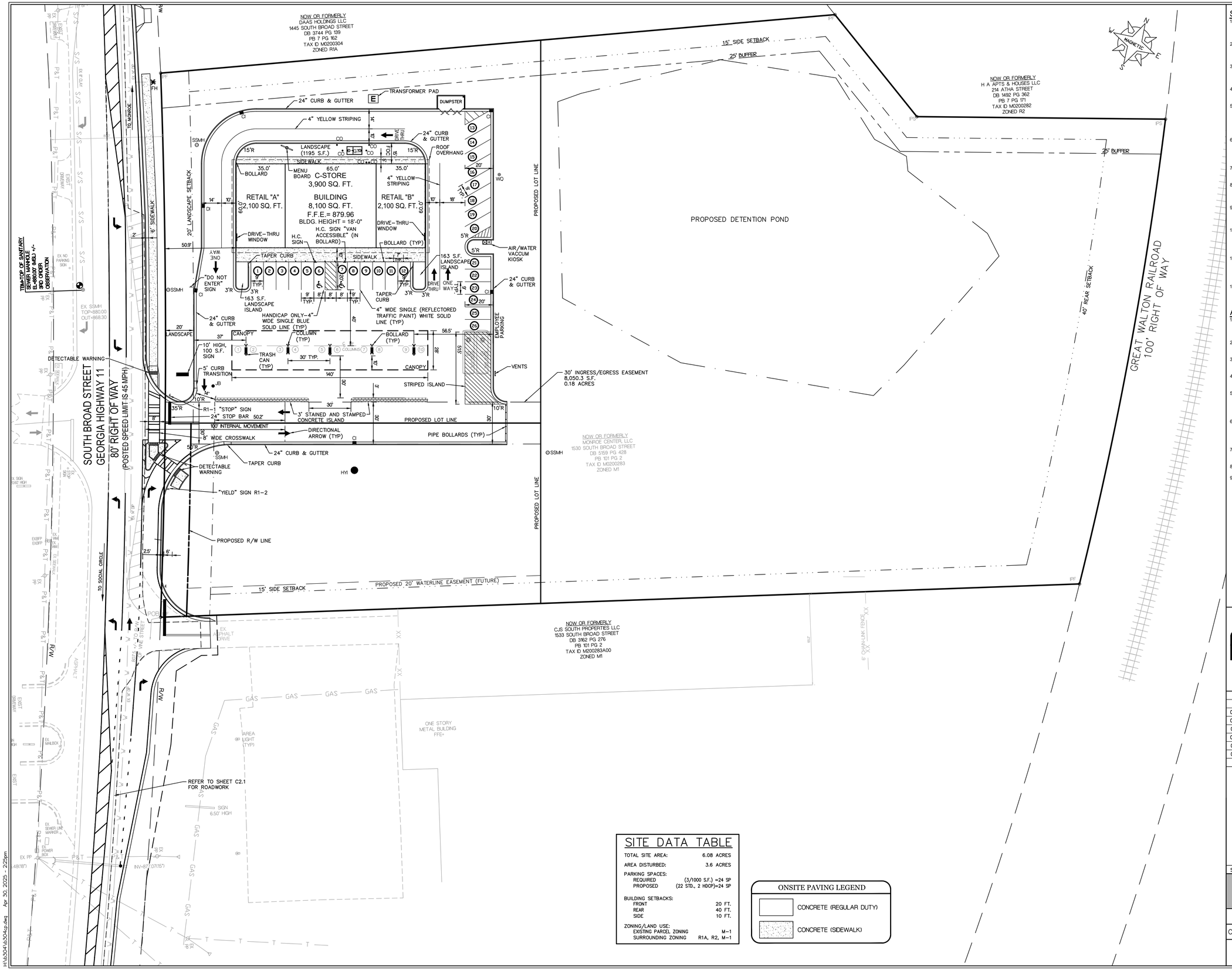
The subject property is part of a M-1 node. Many commercial developments exist near the property. The developer is prepared to provide required buffers along the residential zoned property. The B-3 code will allow a variety of commercial development with the remaining undeveloped property.

Thank you for your cooperation.

Sincerely,

Nan S. Wilcox, Project Manager


NOW OR FORMERLY
DAAS HOLDINGS LLC
1445 SOUTH BROAD STREET
DB 3744 PG 139
PB 7 PG 162
TAX ID M0200304
ZONED R1A
NOW OR FORMERLY
H A APTS & HOUSES LLC
214 ATHA STREET
DB 1492 PG 362
PB 7 PG 171
TAX ID M0200282
ZONED R2
NOW OR FORMERLY
MONROE CENTER, LLC
1530 SOUTH BROAD STREET
DB 5159 PG 428
PB 101 PG 2
TAX ID M0200283
ZONED MI
NOW OR FORMERLY
CJS SOUTH PROPERTIES LLC
1533 SOUTH BROAD STREET
DB 3162 PG 276
PB 101 PG 2
TAX ID M0200283A00
ZONED MI
N57°31'27"E
483.64
S64°27'19"E
85.52
N63°03'54"E
177.69
S60°24'32"W
657.09
ARC=388.88', RAD=5390.29'
N27°30'21"W, 388.80'
ARC=33.97', RAD=2796.86'
S1°33'50"E, 33.76'
15' SIDE SETBACK
25' ZONING LANDSCAPE BUFFER
15' SIDE SETBACK
20' LANDSCAPE STRIP
6' WIRE FENCE
6' CHAIN-LINK FENCE
WOODED
WOODED
ASPHALT DRIVE
ASPHALT DRIVE
GREAT WALTON RAILROAD
100' RIGHT OF WAY
SOUTH BROAD STREET
GEORGIA HIGHWAY 11
80' RIGHT OF WAY
POSTED 45 MPH
NO PARKING SIGN
SIGN 20.67' HIGH
SIGN 7.61' HIGH
STOP SIGN
FOR SALE SIGN
MAILBOX #1439
MAILBOX #1445
MAILBOX
BILLBOARD
BILLBOARD
SSMH
TOP=872.52
IN=866.32
OUT=866.22
SSMH
TOP=880.00
OUT=868.30
INV=872.62
INV=874.35
INV=874.80
8" CLAY
POB, IPF
IPF
IPS
IPS
IPF
TBM-TOP OF SANITARY SEWER MANHOLE EL=880.00' (MSL) +/- 3RD ORDER OBSERVATION
APPROXIMATE LOCATION 14" WATERLINE
BFP, WM
BFP, WM
SEWER LINE MARKER
POWER POLE
DROP INLET
MAILBOX
GAS
GAS
R/W
R/W
R/W



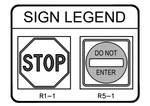
SITE NOTES:

1. ALL DIMENSIONS SHOWN ARE MEASURED TO THE FACE OF CURB AND FACE OF BUILDING, UNLESS OTHERWISE NOTED. REFER TO ARCHITECTURAL DRAWINGS FOR BUILDING DIMENSIONS.
2. THE CONTRACTOR IS TO FIELD VERIFY DIMENSIONS FOR ACCURACY PRIOR TO BEGINNING CONSTRUCTION. IF DISCREPANCIES EXIST, CALL ENGINEER IMMEDIATELY.
3. DEVIATIONS FROM THESE PLANS AND SPECIFICATIONS WITHOUT THE PRIOR CONSENT OF THE ENGINEER OF RECORD MY BE CAUSE FOR THE WORK TO BE UNACCEPTABLE.
4. "TYP" MEANS THAT THE CONDITION IS REPRESENTATIVE FOR SIMILAR CONDITIONS THROUGHOUT, UNLESS OTHERWISE NOTED
5. TESTING OF MATERIALS REQUIRED FOR THE CONSTRUCTION OF THE PAVING IMPROVEMENTS SHALL BE PERFORMED BY AN PROFESSIONAL ORGANIZATION FOR TESTING MATERIALS. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO ENSURE THAT THE WORK CONSTRUCTED MEETS THE REQUIREMENTS OF THE PROJECT SPECIFICATIONS.
6. ALL SIGNS, PAVEMENT MARKINGS, AND OTHER TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" LATEST EDITION, AS WELL AS APPLICABLE STATE AND LOCAL REQUIREMENTS, UNLESS OTHERWISE NOTED.
7. TRAFFIC CONTROL SHALL BE IN ACCORDANCE WITH THE STATE DOT STANDARDS.
8. ALL HANDICAP RAMPING, STRIPING, AND PAVEMENT MARKINGS SHALL CONFORM TO THE "ADA STANDARDS FOR ACCESSIBLE DESIGN", LATEST EDITION.
9. THE PAVING CONTRACTOR IS TO COORDINATE WITH THE BUILDING CONTRACTOR ON THE CONSTRUCTION AND PAVING NEAR ANY BUILDINGS, SCREENING WALLS, DUMPSTER PADS AND ENCLOSURES.
10. ALL DISCREPANCIES FOUND BY THE CONTRACTOR RELATED TO UNDERGROUND UTILITIES OR OTHER APPURTENANCES SHALL BE RESOLVED TO THE SATISFACTION OF THE OWNER/DEVELOPER AND ENGINEER OF RECORD PRIOR TO INSTALLATION OF ANY PAVEMENT.
11. EXISTING MANHOLE TOPS, INLETS, VALVE BOXES, ETC. ARE TO BE ADJUSTED AS REQUIRED TO MATCH FINISHED GRADES. IF NECESSARY, RE-ADJUSTMENTS SHALL BE PERFORMED UPON COMPLETION OF PAVING, FINE GRADING, AND LANDSCAPING TO ENSURE A SMOOTH TRANSITION.
12. ALL PAVEMENT TO BE SLOPED FOR POSITIVE DRAINAGE.

ADA NOTES:

1. ACCESSIBLE ROUTES AND GENERAL SITE ELEMENTS SHALL COMPLY WITH THE STANDARDS OUTLINED IN THE D.O.J. "2010 ADA STANDARDS FOR ACCESSIBLE DESIGN" AND "2015 GEORGIA ACCESSIBILITY CODE.
2. WALKING SURFACES MUST HAVE A RUNNING SLOPE NO STEEPER THAN 1:20 (5.00%), AND A CROSS SLOPE NO STEEPER THAN 1:48 (2.08%).
3. RAMPS MUST HAVE A RUNNING SLOPE NO STEEPER THAN 1:12 (8.33%), AND A CROSS SLOPE NO STEEPER THAN 1:48 (2.08%).
4. RAMPS WITH A RISE GREATER THAN 6" (0.5') SHALL HAVE HANDRAILS. THE MAXIMUM RAMP RISE SHALL BE NO GREATER THAN 30" (2.5').
5. LANDINGS SHALL BE AT LEAST AS WIDE AS THE ASSOCIATED RAMP AND/OR CURB RAMP, AND HAVE A SLOPE NO GREATER THAN 1:48 (2.08%) IN ALL DIRECTIONS. EXCEPTION: LANDINGS THAT CHANGE DIRECTION SHALL BE AT LEAST 60" (5.0') WIDE.
6. A MINIMUM 60" (5.0') LONG LANDING SHALL BE PROVIDED AT THE TOP AND BOTTOM OF A RAMP. EXCEPTION: A MINIMUM 36" (3.0') LAND LANDING SHALL BE PROVIDED AT THE TOP OF A CURB RAMP, AND NO LANDING IS REQUIRED AT THE BOTTOM.
7. PARKING SPACES AND THE ASSOCIATED ACCESS AISLE(S) SHALL HAVE A SLOPE NO GREATER THAN 1:48 (2.08%) IN ALL DIRECTIONS.
8. GROUND SURFACES ARE TO BE STABLE, FIRM, AND SLIP RESISTANT.
9. DETECTABLE WARNINGS SHALL BE INSTALLED ON WALKING SURFACES TO WARN OF HAZARDS ON WALKS, RAMPS, AND LANDINGS.

SIGN LEGEND



30' 15' 0 30' 60'

1"=30'

SITE DATA TABLE

TOTAL SITE AREA:	6.08 ACRES
AREA DISTURBED:	3.6 ACRES
PARKING SPACES:	
REQUIRED	(3/1000 S.F.) =24 SP
PROPOSED	(22 STD., 2 HDCP)=24 SP
BUILDING SETBACKS:	
FRONT	20 FT.
REAR	40 FT.
SIDE	10 FT.
ZONING/LAND USE:	
EXISTING PARCEL ZONING	M-1
SURROUNDING ZONING	R1A, R2, M-1

ONSITE PAVING LEGEND

CONCRETE (REGULAR DUTY)

CONCRETE (SIDEWALK)

GSWCC LEVEL II CERT. NO 10875

GEORGIA811 Utilities Protection Center, Inc.
Know what's below. Call before you dig.

GEORGIA REGISTERED No. 27706 PROFESSIONAL ENGINEER THRIS A. CARTER

04-29-25

DATE	NO.	REVISION	BY
04-28-25	6	REZONING/CUP PLAN	NSW
04-26-23	5	ADDRESS GDOT COMMENTS	NSW
04-18-23	4	ADDRESS GDOT COMMENTS	NSW
03-29-23	3	ADDRESS GDOT COMMENTS	RD
09-19-22	2	ADDRESS GDOT AND CITY COMMENTS	RD
08-10-22	1	ADDRESS GDOT COMMENTS	RD

REZONING & CONDITIONAL USE PLAN

FOR

MONROE MARKET L.L.C.

LOCATED

1530 SOUTH BROAD STREET
LAND LOT 67, 3RD DISTRICT
CITY OF MONROE, WALTON COUNTY, GEORGIA
TAX ID: M0200283

SCALE: 1"= 30' | JOB NO.: 6304 | DATE: 03-02-2022

Carter ◆ Harkleroad Group
94 E. CROGAN STREET, SUITE 100, LAWRENCEVILLE, GA 30046
(770)982-1996
COA | DONALD W. HARKLEROAD & ASSOCIATES, INC.
No. PEF000295, LSF000260 | EXPIRATION: 6-30-2026

SHEET C2.0

1530 SOUTH BROAD STREET

H:\6304\6304dwg Apr 30, 2025 - 2:25pm

To: City Council

From: Brad Callender, Planning & Zoning Director

Department: Planning & Zoning

Date: 7/1/2025

Subject: CONDITIONAL USE #3817 – 1521 S. Broad Street – Conditional Use, Convenience Store with Fuel Pumps

---

Budget Account/Project Name: N/A

Funding Source: N/A

Budget Allocation: N/A

Budget Available: N/A

Requested Expense: N/A **Company of Record:** N/A

Description:
The property owner of 1521 S. Broad Street is petitioning for Conditional Use approval to allow development of a convenience store with fuel pumps.

Background:
Please refer to the attached staff report for complete details regarding this Conditional Use request.

Recommendation:
The Planning Commission voted unanimously to recommend approval of the Conditional Use as submitted without conditions.

Attachment(s):
Staff Report
Application Documents

CITY OF MONROE
PLANNING & ZONING
CONDITIONAL USE STAFF REPORT

APPLICATION SUMMARY

CONDITIONAL USE CASE: 3817

DATE: June 6, 2025

STAFF REPORT BY: Brad Callender, Planning & Zoning Director

APPLICANT NAME: Monroe Center, LLC

PROPERTY OWNER: Monroe Center, LLC

LOCATION: East side of S. Broad Street – 1521 S. Broad Street

COUNCIL DISTRICTS: 6 & 8

ACREAGE: ±6.08

EXISTING ZONING: M-1 (Light Industrial/Manufacturing District)

EXISTING LAND USE: Undeveloped

REQUEST SUMMARY: The owner is petitioning for Conditional Use approval on this property to allow development of a convenience store with fuel pumps.

STAFF RECOMMENDATION: Staff recommends approval of this Conditional Use request as submitted without conditions.

DATES OF SCHEDULED PUBLIC HEARINGS

PLANNING COMMISSION: June 17, 2025
CITY COUNCIL: July 8, 2025

REQUEST SUMMARY

CONDITIONAL USE PERMIT REQUEST SUMMARY:

The applicant is requesting approval of a Conditional Use in order to develop a convenience store with fuel pumps. The property is currently zoned M-1 (Light-Industrial/Manufacturing). Convenience stores with fuel pumps are not permitted uses in the M-1 zoning district, so in conjunction with this Conditional Use request the applicant is also seeking to rezone the property to the B-3 (Highway Business District) zoning classification.

PROPOSED PROJECT SUMMARY:

- Rezone – B-3 Convenience Store with Fuel Pumps
  - Site Area – ±6.08 Acres
  - Potential Subdivision of 3 Commercial Lots

STAFF ANALYSIS

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

(1) The proposed use will not be detrimental to adjacent properties or the general neighborhood, the proposed use will not significantly adversely affect public health, safety, morality and welfare, and the proposed use as designed will minimize adverse effects on the surrounding neighborhood: The proposed convenience store with fuel pumps should not be detrimental to surrounding uses. Properties to the south are predominantly industrial and commercial with properties north of the site containing a mixture of commercial and residential.

(2) The applicable standards in Article XI have been met: There are no standards applicable to Convenience Stores with Fuel Pumps under the B-3 zoning district in Article XI of the Zoning Ordinance.

(3) The proposed use is consistent with the Comprehensive Plan, and the conditional use is compatible with the community development pattern: The subject property is in the South Sub-Area as identified in the Monroe Comprehensive Plan. The existing character of this vicinity of the South Sub-Area is predominantly non-residential, from this property south to the City Limit boundary with a mixture of commercial and residential uses north of the property along S. Broad Street. The requested Conditional Use does not conflict with any goals of the Comprehensive Plan.

(4) A rezoning to allow the requested use as a permitted use would not be appropriate: The applicant is requesting a rezone in conjunction with this rezone request to the B-3. Convenience stores with fuel pumps are permitted only as Conditional Uses in the zoning districts where allowed. A rezoning to allow the requested use is not an option for this type of land use.

(5) The proposed use will not be injurious to the natural environment or the other property in the immediate vicinity, or unconstitutionally diminish property values within the surrounding neighborhood: The property is currently zoned M-1 and could be developed with more intense uses than the requested down zone to B-3. The conditional use of a convenience store with fuel pumps developed along the highway is in keeping with the underlying intent of the B-3 zoning district and should not negatively impact property values on adjacent properties.

(6) Off-street parking and loading, and access thereto, will be adequate: The site will be accessed from a private driveway located off Hwy 11 into the center of the existing property. The applicant has an approved GDOT driveway permit for the entrance to the project on Hwy 11 that includes adding a through lane and the construction of deceleration lanes and acceleration taper. The convenience store will be connected to private drive with multiple access points. The private drive will be constructed to provide access to future parcels for the subdivision of the property.

(7) Public facilities and utilities are capable of adequately serving the proposed use, and the use would not lead to a major negative change in existing levels of public service, or fiscal stability: Public services and utilities are adequate to serve the proposed development. The convenience store was previously approved by the City for construction in 2024, but those permits have expired.

(8) The use will not be an extension of a use which will cause a damaging volume of (a) agricultural, (b) commercial, (c) industrial, or (d) higher density residential use into a stable neighborhood of well-maintained single-family homes, nor likely lead to decreasing surrounding property values, neighborhood deterioration, spreading of blight, or additional requests of a similar nature which would expand the problem: The primary uses surrounding the site to the south are industrial and commercial. The development of the property for commercial purposes as the result of a down zoning of the property from industrial to commercial zoning will not negatively affect surrounding properties.

(9) The use would not significantly increase congestion, noise, or traffic hazards: The applicant has already been approved for project entrance improvements by GDOT and are reflected on the submitted concept plan as noted above.

(10) Granting this request would not have a "domino effect," in that it becomes the opening wedge for further rapid growth, urbanization or other land-use change beyond what is indicated in the Comprehensive Plan: Non-residential development exists south of the site along S. Broad Street. No domino effect will result along S. Broad Street in the granting of this Conditional Use for a convenience store with fuel pumps on this property.

STAFF RECOMMENDATION

Based upon the City Council's policies, decision making criteria and standards outlined in the Zoning Ordinance of the City of Monroe, staff recommends approval of the requested Conditional Use for development of the site for a convenience store with fuel pumps as submitted without conditions.

CITY OF MONROE

CONDITIONAL USE APPLICATION

3817

CONDITIONAL USE LOCATION & DESCRIPTION

Address: 1521 South Broad Street

Parcel #: M0200283 Council Districts: (1 – 6) 6 & (7 or 8) 8

Zoning: M-1 Parcel Acreage/Square Feet: 264,659.5 sf, 6.08 acres

Type of Conditional Use Requested: Convenience Store/Gas Station

PROPERTY OWNER & APPLICANT INFORMATION

Property Owner: Monroe Center, LLC Phone #: 770-557-5534

Address: 130 Shadburn Ferry Road City: Buford State: Ga Zip: 30518

Applicant (if not Property Owner): _____ Phone #: _____

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

CONDITIONAL USE INFORMATION

Describe the nature of the proposed use, including without limitation the type of activity proposed, number of occupants and/or employees, hours of operation, number of vehicle trips, water and sewer use, and similar matters (1525.1.a.2):

Proposed 8,100 sf commercial building for a convenience store and two retail space, canopy with fueling pumps, and dumpster enclosure. Employees - 12, hours of business - 16 hours min.

Trip Generation - 3458 2-way 24 hour, new trips 1,729 trips

Water Useage - 2-1" domestic meters, 1-3/4" domestic meter, existing 14" water line along frontage

Sanitary Sewer - 6" extension for commercial building, 8" extension for future development, existing 8" sanitary sewer along frontage

Describe the location of the proposed structure(s) or use(s) and its relationship to existing adjacent uses or structures, and use of adjacent properties (1525.1.a.3): Proposed 8100 sf commercial building is 50.9' from South Broad Street R/W and 69.2' from NW property line. Residence on NW property approximately 40' from adjoining property line.

Nucor Warehouse Systems has a metal building 65' southeast from adjoining SE property line.

Dollar General has a building SW of property, across South Broad Street. Great Walton Railroad exists to the rear of the property.

CONDITIONAL USE INFORMATION CONT.

Describe the area, dimensions and details of the proposed structure(s) or uses(s), including without limitation, existing and proposed parking, landscaped areas, height and setbacks of any proposed buildings, and location and number of proposed parking/loading spaces and access ways (1525.1.a.4): The property is vacant. Proposed 8100 sf (135' x 60') commercial building, convenience store & two retail spaces, 140' x 28' canopy with 10 fueling stations, proposed 24 parking spaces, including 2 hc spaces, 30' inter-parcel access, connecting to South Broad Street

20' Landscape strip along South Broad Street, 25' buffer along NW property line, interior landscape areas provided. Setbacks 20' front, 40' rear, 10' side provided.

Select all existing utilities available and/or describe proposed utilities (1525.1.a.5):

Water ☑ Sewer ☑ Electric ☑ Gas ☑ Telecom ☑ Private Well ☐ Septic Tank ☐

REQUIRED SUBMITTAL ITEMS

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

APPLICANT SIGNATURE & AFFADAVIT

I HEREBY CERTIFY THAT I HAVE EXAMINED AND UNDERSTAND ALL INFORMATION ON THIS APPLICATION AND THAT THE ABOVE STATEMENTS AND INFORMATION SUPPLIED BY ME ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING WORK TO BE PERFORMED SHALL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. APPLICANT HERBY AUTHORIZES THE CODE DEPARTMENT PERSONNEL TO ENTER UPON AND INSPECT THE PROPERTY FOR ALL PURPOSES ALLOWED AND REQUIRED BY THE ZONING ORDINANCE AND THE DEVELOPMENT REGULATIONS.

SIGNATURE: Nan S. Wilcox **DATE:** 04/30/25

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

PROPERTY OWNER'S AUTHORIZATION SIGNATURE, IF NOT THE APPLICANT

SIGNATURE: [signature] **DATE:** 04/30/25

NOTARY PUBLIC: Robin H. Camp SWORN TO AND SUBSCRIBED BEFORE THIS 30th DAY OF April, 20 25 NOTARY SIGNATURE: Robin H. Camp

DATE: 11/13/28 SEAL:

ROBIN H CAMP NOTARY PUBLIC WALTON COUNTY GEORGIA MY COMMISSION EXPIRES NOVEMBER 13, 2028

Note: It is the responsibility of the applicant and not the staff to ensure a complete application with all required materials are submitted. Applications and submittals found to be incomplete and incorrect will be rejected. Each applicant is responsible for compliance with the Disclosure of Campaign Contributions and/or Gifts outlined in Section 1550 of the Zoning Ordinance.

Carter Harkleroad Group

April 30, 2025

Brad Callender, City Planner
City of Monroe
215 North Broad Street
Monroe, Ga 30655

Monroe Center, LLC – 1530 South Broad Street
Conditional Use Permit & Rezoning from M-1 to B-3

Mr. Callender

Monroe Center, LLC is requesting a Conditional Use & Rezoning for the above subject property. In October 2021, the subject property obtained Certificate of Appropriateness approval from the City of Monroe. The developer then moved forward with civil design and obtained City of Monroe, Georgia Soil Water Conservation Commission, and Georgia Department of Transportation approval. The City of Monroe issued a Land Disturbance Permit in March of 2024.

Due to unexpected construction costs and shortage of materials, this project was put on temporary hold. The developer is now recommitted to this project and would like to construct the originally approved design.

The enclosed site layout includes an 8,100 sf commercial building for a convenience store and two retail spaces. A canopy with fueling stations is proposed. Twenty four parking spaces including two handicap spaces are provided. A 20' landscape strip is provided along South Broad Street with a 25' buffer along the NW property line. Interior landscaping is provided around the building. An enclosed dumpster is proposed rear of the proposed building. Detention is provided in a pond, rear of the development. Water & Sanitary Sewer Service is available along South Broad Street.

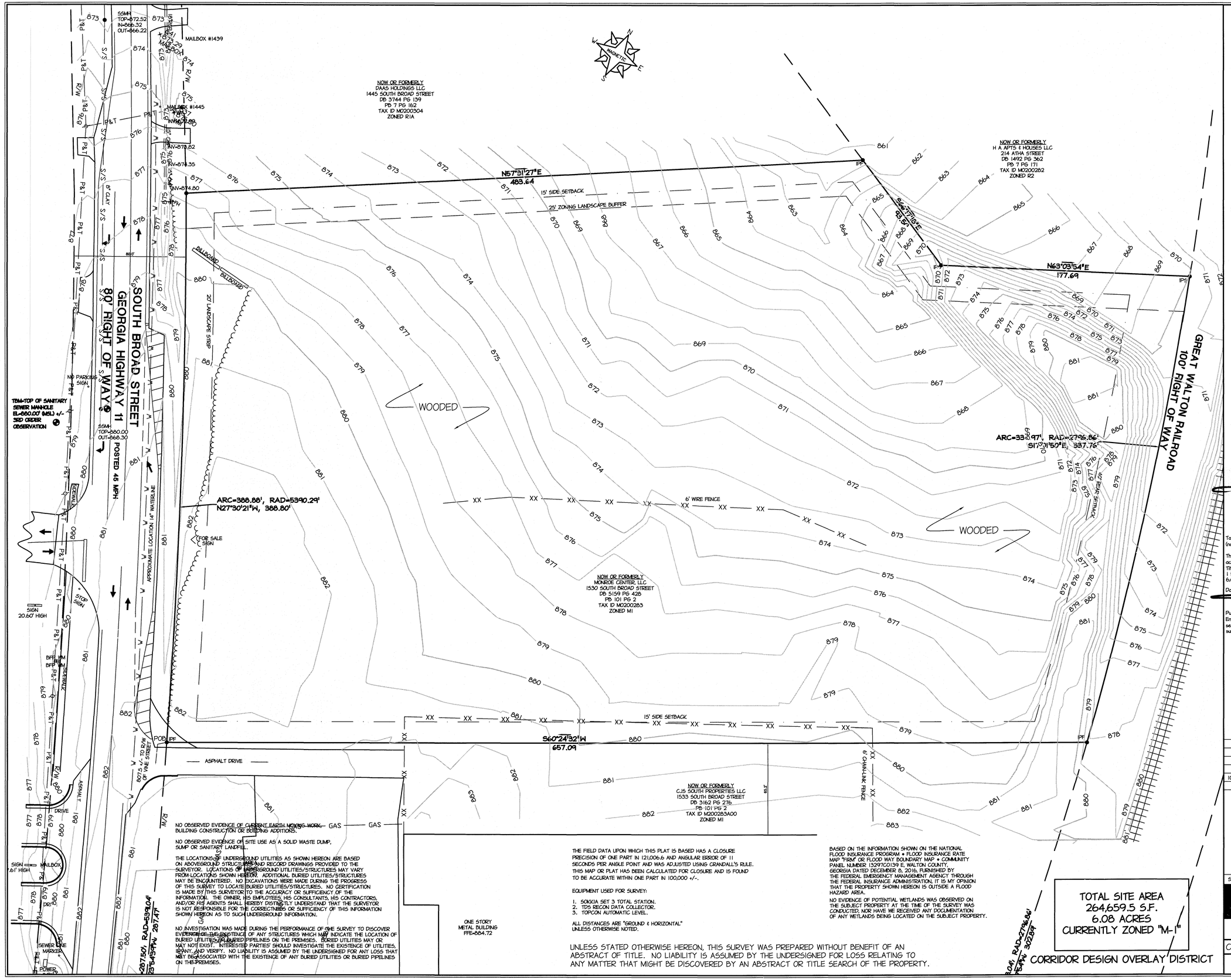
A 30' inter-parcel access connects to South Broad Street. The contractor posted the required GDOT performance bond for the South Broad Street improvements to secure the GDOT Permit.

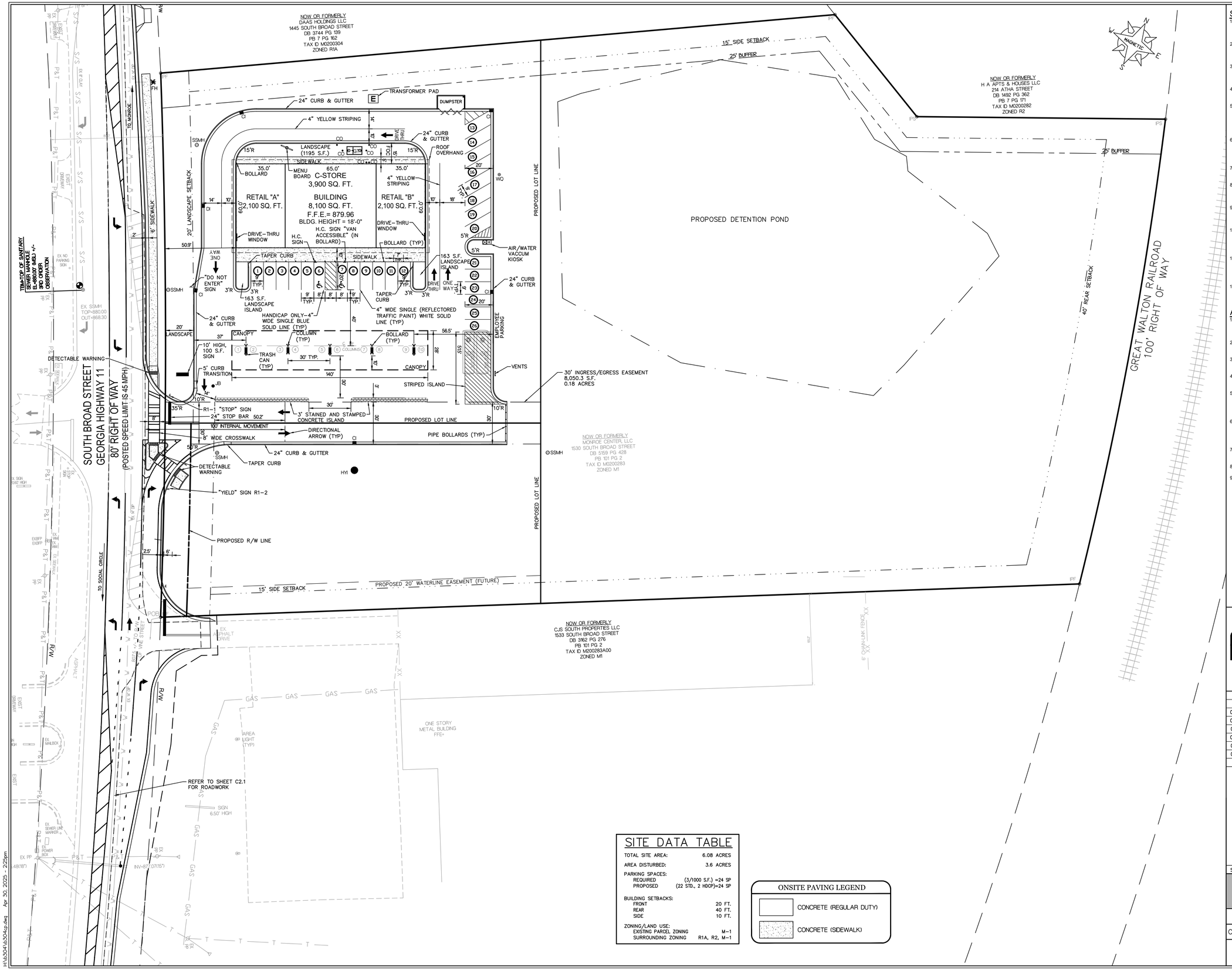
The subject property is part of a M-1 node. Many commercial developments exist near the property. The developer is prepared to provide required buffers along the residential zoned property. The B-3 code will allow a variety of commercial development with the remaining undeveloped property.

Thank you for your cooperation.

Sincerely,

Nan S. Wilcox, Project Manager


NOW OR FORMERLY
DAAS HOLDINGS LLC
1445 SOUTH BROAD STREET
DB 3744 PG 139
PB 7 PG 162
TAX ID M0200304
ZONED R1A
NOW OR FORMERLY
H A APTS & HOUSES LLC
214 ATHA STREET
DB 1492 PG 362
PB 7 PG 171
TAX ID M0200282
ZONED R2
NOW OR FORMERLY
MONROE CENTER, LLC
1530 SOUTH BROAD STREET
DB 5159 PG 428
PB 101 PG 2
TAX ID M0200283
ZONED MI
NOW OR FORMERLY
CJS SOUTH PROPERTIES LLC
1533 SOUTH BROAD STREET
DB 3162 PG 276
PB 101 PG 2
TAX ID M0200283A00
ZONED MI
N57°31'27"E
483.64
15' SIDE SETBACK
25' ZONING LANDSCAPE BUFFER
S42°17'19"E
85.52
N63°03'54"E
177.69
ARC=388.88', RAD=5390.29'
N27°30'21"W, 388.80'
ARC=338.97', RAD=2796.86'
S1°33'50"E, 337.76'
S60°24'32"W
657.09
15' SIDE SETBACK
6' WIRE FENCE
6' CHAIN-LINK FENCE
WOODED
WOODED
ASPHALT DRIVE
ASPHALT DRIVE
GEORGIA HIGHWAY 11
80' RIGHT OF WAY
SOUTH BROAD STREET
POSTED 45 MPH
GREAT WALTON RAILROAD
100' RIGHT OF WAY
MAILBOX #1439
MAILBOX #1445
SSMH
TOP=872.52
IN=866.32
OUT=866.22
INV=870.62
INV=874.35
INV=874.80
8" CLAY
SSMH
TOP=880.00
OUT=868.30
BILLBOARD
BILLBOARD
20' LANDSCAPE STRIP
NO PARKING SIGN
STOP SIGN
SIGN 20.67' HIGH
SIGN 7.61' HIGH
MAILBOX
FOR SALE SIGN
APPROXIMATE LOCATION 14" WATERLINE
BFP, WM
BFP, WM
POWER POLE
POWER POLE
SEWER LINE MARKER
DRIVE
POB, IPF
IPF
IPS
IPS
IPF
R/W
R/W
R/W



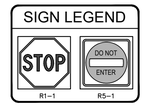
SITE NOTES:

1. ALL DIMENSIONS SHOWN ARE MEASURED TO THE FACE OF CURB AND FACE OF BUILDING, UNLESS OTHERWISE NOTED. REFER TO ARCHITECTURAL DRAWINGS FOR BUILDING DIMENSIONS.
2. THE CONTRACTOR IS TO FIELD VERIFY DIMENSIONS FOR ACCURACY PRIOR TO BEGINNING CONSTRUCTION. IF DISCREPANCIES EXIST, CALL ENGINEER IMMEDIATELY.
3. DEVIATIONS FROM THESE PLANS AND SPECIFICATIONS WITHOUT THE PRIOR CONSENT OF THE ENGINEER OF RECORD MY BE CAUSE FOR THE WORK TO BE UNACCEPTABLE.
4. "TYP" MEANS THAT THE CONDITION IS REPRESENTATIVE FOR SIMILAR CONDITIONS THROUGHOUT, UNLESS OTHERWISE NOTED
5. TESTING OF MATERIALS REQUIRED FOR THE CONSTRUCTION OF THE PAVING IMPROVEMENTS SHALL BE PERFORMED BY AN PROFESSIONAL ORGANIZATION FOR TESTING MATERIALS. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO ENSURE THAT THE WORK CONSTRUCTED MEETS THE REQUIREMENTS OF THE PROJECT SPECIFICATIONS.
6. ALL SIGNS, PAVEMENT MARKINGS, AND OTHER TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" LATEST EDITION, AS WELL AS APPLICABLE STATE AND LOCAL REQUIREMENTS, UNLESS OTHERWISE NOTED.
7. TRAFFIC CONTROL SHALL BE IN ACCORDANCE WITH THE STATE DOT STANDARDS.
8. ALL HANDICAP RAMPING, STRIPING, AND PAVEMENT MARKINGS SHALL CONFORM TO THE "ADA STANDARDS FOR ACCESSIBLE DESIGN", LATEST EDITION.
9. THE PAVING CONTRACTOR IS TO COORDINATE WITH THE BUILDING CONTRACTOR ON THE CONSTRUCTION AND PAVING NEAR ANY BUILDINGS, SCREENING WALLS, DUMPSTER PADS AND ENCLOSURES.
10. ALL DISCREPANCIES FOUND BY THE CONTRACTOR RELATED TO UNDERGROUND UTILITIES OR OTHER APPURTENANCES SHALL BE RESOLVED TO THE SATISFACTION OF THE OWNER/DEVELOPER AND ENGINEER OF RECORD PRIOR TO INSTALLATION OF ANY PAVEMENT.
11. EXISTING MANHOLE TOPS, INLETS, VALVE BOXES, ETC. ARE TO BE ADJUSTED AS REQUIRED TO MATCH FINISHED GRADES. IF NECESSARY, RE-ADJUSTMENTS SHALL BE PERFORMED UPON COMPLETION OF PAVING, FINE GRADING, AND LANDSCAPING TO ENSURE A SMOOTH TRANSITION.
12. ALL PAVEMENT TO BE SLOPED FOR POSITIVE DRAINAGE.

ADA NOTES:

1. ACCESSIBLE ROUTES AND GENERAL SITE ELEMENTS SHALL COMPLY WITH THE STANDARDS OUTLINED IN THE D.O.J. "2010 ADA STANDARDS FOR ACCESSIBLE DESIGN" AND "2015 GEORGIA ACCESSIBILITY CODE.
2. WALKING SURFACES MUST HAVE A RUNNING SLOPE NO STEEPER THAN 1:20 (5.00%), AND A CROSS SLOPE NO STEEPER THAN 1:48 (2.08%).
3. RAMPS MUST HAVE A RUNNING SLOPE NO STEEPER THAN 1:12 (8.33%), AND A CROSS SLOPE NO STEEPER THAN 1:48 (2.08%).
4. RAMPS WITH A RISE GREATER THAN 6" (0.5') SHALL HAVE HANDRAILS. THE MAXIMUM RAMP RISE SHALL BE NO GREATER THAN 30" (2.5').
5. LANDINGS SHALL BE AT LEAST AS WIDE AS THE ASSOCIATED RAMP AND/OR CURB RAMP, AND HAVE A SLOPE NO GREATER THAN 1:48 (2.08%) IN ALL DIRECTIONS. EXCEPTION: LANDINGS THAT CHANGE DIRECTION SHALL BE AT LEAST 60" (5.0') WIDE.
6. A MINIMUM 60" (5.0') LONG LANDING SHALL BE PROVIDED AT THE TOP AND BOTTOM OF A RAMP. EXCEPTION: A MINIMUM 36" (3.0') LAND LANDING SHALL BE PROVIDED AT THE TOP OF A CURB RAMP, AND NO LANDING IS REQUIRED AT THE BOTTOM.
7. PARKING SPACES AND THE ASSOCIATED ACCESS AISLE(S) SHALL HAVE A SLOPE NO GREATER THAN 1:48 (2.08%) IN ALL DIRECTIONS.
8. GROUND SURFACES ARE TO BE STABLE, FIRM, AND SLIP RESISTANT.
9. DETECTABLE WARNINGS SHALL BE INSTALLED ON WALKING SURFACES TO WARN OF HAZARDS ON WALKS, RAMPS, AND LANDINGS.

SIGN LEGEND



30' 15' 0 30' 60'

1"=30'

SITE DATA TABLE

TOTAL SITE AREA:	6.08 ACRES
AREA DISTURBED:	3.6 ACRES
PARKING SPACES:	
REQUIRED	(3/1000 S.F.) =24 SP
PROPOSED	(22 STD., 2 HDCP)=24 SP
BUILDING SETBACKS:	
FRONT	20 FT.
REAR	40 FT.
SIDE	10 FT.
ZONING/LAND USE:	
EXISTING PARCEL ZONING	M-1
SURROUNDING ZONING	R1A, R2, M-1

ONSITE PAVING LEGEND

CONCRETE (REGULAR DUTY)

CONCRETE (SIDEWALK)

GSWCC LEVEL II CERT. NO 10875

GEORGIA811 Utilities Protection Center, Inc.
Know what's below. Call before you dig.

GEORGIA REGISTERED No. 27706 PROFESSIONAL ENGINEER THRISA CARTER

04-29-25

DATE	NO.	REVISION	BY
04-28-25	6	REZONING/CUP PLAN	NSW
04-26-23	5	ADDRESS GDOT COMMENTS	NSW
04-18-23	4	ADDRESS GDOT COMMENTS	NSW
03-29-23	3	ADDRESS GDOT COMMENTS	RD
09-19-22	2	ADDRESS GDOT AND CITY COMMENTS	RD
08-10-22	1	ADDRESS GDOT COMMENTS	RD

REZONING & CONDITIONAL USE PLAN

FOR

MONROE MARKET L.L.C.

LOCATED

1530 SOUTH BROAD STREET
LAND LOT 67, 3RD DISTRICT
CITY OF MONROE, WALTON COUNTY, GEORGIA
TAX ID: M0200283

SCALE: 1"= 30' | JOB NO.: 6304 | DATE: 03-02-2022

Carter ◆ Harkleroad Group
94 E. CROGAN STREET, SUITE 100, LAWRENCEVILLE, GA 30046
(770)982-1996
COA | DONALD W. HARKLEROAD & ASSOCIATES, INC.
No. PEF000295, LSF000260 | EXPIRATION: 6-30-2026

SHEET C2.0

1530 SOUTH BROAD STREET

H:\6304\6304dwg Apr 30, 2025 - 2:25pm

To: City Council

From: Brad Callender, Planning & Zoning Director

Department: Planning & Zoning

Date: 7/1/2025

Subject: REZONE #3816 – 1521 S. Broad Street – B-3 Rezone

Budget Account/Project Name: N/A

Funding Source: N/A

Budget Allocation: N/A

Budget Available: N/A

Requested Expense: N/A **Company of Record:** N/A

Description:

The property owner of 1521 S. Broad Street is petitioning for a Rezone from M-1 to B-3 to allow for development of a convenience store with fuel pumps.

Background:

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

Recommendation:

The Planning Commission voted unanimously to recommend approval of the Rezone as submitted without conditions.

Attachment(s):

Staff Report
Application Documents

CITY OF MONROE
PLANNING & ZONING
REZONE STAFF REPORT

APPLICATION SUMMARY

REZONE CASE: 3816

DATE: June 6, 2025

STAFF REPORT BY: Brad Callender, Planning & Zoning Director

APPLICANT NAME: Monroe Center, LLC

PROPERTY OWNER: Monroe Center, LLC

LOCATION: East side of S. Broad Street – 1521 S. Broad Street

COUNCIL DISTRICTS: 6 & 8

ACREAGE: ±6.08

EXISTING ZONING: M-1 (Light Industrial/Manufacturing District)

EXISTING LAND USE: Undeveloped

ACTION REQUESTED: Rezone M-1 to B-3 (Highway Commercial District)

REQUEST SUMMARY: The owner is petitioning for a rezone to allow development of a convenience store with fuel pumps.

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

DATES OF SCHEDULED MEETINGS

PLANNING COMMISSION: June 17, 2025
CITY COUNCIL: July 8, 2025

REQUEST SUMMARY

REZONE REQUEST SUMMARY:

The applicant is requesting approval of a rezone to B-3 (Highway Business District) to allow for development of a convenience store with fuel pumps. The property is currently zoned M-1 and convenience stores are not permitted uses in the M-1 zoning district. The project has already received City approvals for the project presented in this request, however changes to the Zoning Ordinance and the expiration of their permits now require a rezone of the property and restarting the development process.

PROPOSED PROJECT SUMMARY:

- Rezone – B-3 Convenience Store with Fuel Pumps
  - Site Area – ±6.08 Acres
  - Potential Subdivision of 3 Commercial Lots

STAFF ANALYSIS

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

(1) The location, present use, and zoning classification of the subject property, and its suitability and economic viability for use as currently zoned: The subject property is currently zoned M-1 (Light Industrial/Manufacturing). The property has been zoned M-1 since the adoption of zoning in the City in 1972. The property has never been developed. Under the current M-1 zoning, convenience stores are not permitted uses. In order to allow a convenience store with fuel pumps, the property must be rezone to either B-2 or B-3 and also obtain Conditional Use approval.

(2) The proposed use and zoning classification of the subject property: The applicant is requesting the rezone to B-3 (Highway Business District) in order to develop a convenience store with fuel pumps and other commercial uses on the subject property. Convenience stores with fuel pumps are conditional uses in the B-3 zoning district. The M-1 zoning district has limited commercial uses permitted within the district making the rezone request align more with the intent to develop the site for commercial purposes.

(3) The existing land uses and zoning classification of nearby property, whether the zoning proposal seeks a use consistent with the use and development of adjacent and nearby property, and to what extent the zoning proposal will adversely affect adjacent or nearby property: Properties located north of the site are zoned R-1A and R-2. Properties south and west of the site along S. Broad St. are zoned M-1. Properties east of the site across the Great Walton Railroad are zoned R-1. Land uses to the north along S. Broad Street are a mixture of commercial and residential uses while the land uses to the south are all non-residential with a mixture of commercial and industrial uses. The requested commercial rezone is in keeping with the land use development patterns south and west of the site. Rezoning the property to B-3 will place a commercially zoned property between residentially and industrially zoned properties.

(4) Whether the zoning proposal will result in a use which could adversely affect existing infrastructure including without limitation streets, transportation facilities, utilities, schools, police and fire protection, and municipal personnel: The requested rezone to develop the property commercially should not adversely affect existing infrastructure. The applicant has already received a permit from GDOT for the improvements at the project entrance. City services and utilities should be adequate to serve the site.

(5) Whether the zoning proposal is consistent with the Comprehensive Plan: The subject property is located in the South Sub-Area as identified in the Monroe Comprehensive Plan. The existing character of this vicinity of the South Sub-Area is predominantly non-residential, from this property south to the City Limit boundary. North of the property along S. Broad Street is a mixture of commercial and residential uses. The requested rezone does not conflict with any goals of the Comprehensive Plan.

(6) Whether there are other factors or existing or changing conditions regarding the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal: While the property has been zoned M-1, the applicant received a Certificate of Appropriateness Approval for the Corridor Design Overlay District to develop a convenience store with fuel pumps in October of 2021. The applicant then submitted site development plans and was granted a Land Disturbance Permit for development of the convenience store and fuel pumps. The Land Disturbance Permit was granted to the applicant on March 6, 2024. However, the project never commenced construction. Under the rules for Land Disturbance Permits in the Development Regulations, after 6 months if the project has not commenced, the Land Disturbance Permit automatically expires.

On December 10, 2024, the adoption of revisions to the Zoning Ordinance included changes to permitted land uses. Convenience stores with fuel pumps were changed to conditional uses in all the districts where previously permitted by right. With that now being the case, convenience stores with fuel pumps must undergo obtain conditional use approval from City Council. With City Council action now being a minimum requirement action for this use, the applicant decided to also rezone the property to align the zoning of the property with the intent to develop the remainder of property commercially.

STAFF RECOMMENDATION

Based upon the City Council's policies, decision making criteria and standards outlined in the Zoning Ordinance of the City of Monroe, staff recommends approval of the requested rezone to allow for the development of a convenience store with fuel pumps as presented without conditions.

CITY OF MONROE

REZONE APPLICATION #3816

REZONE LOCATION & DESCRIPTION

Address (or street location): 1521 South Broad Street

Parcel Acreage/Square Feet: 264,659.5 sf, 6.08 acres

Parcel #(s): M0200283 Council Districts: (1 – 6) 6 & (7 or 8) 8

Existing Zoning: M-1 Proposed Zoning: B-3

Existing Use: undeveloped wooded lot

Proposed Use: Commercial

PROPERTY OWNER & APPLICANT INFORMATION

Property Owner: Monroe Center, LLC Phone #: 770-557-5534

Address: 130 Shadburn Ferry Road City: Buford State: Ga Zip: 30518

Applicant (if not Property Owner): _____ Phone #: _____

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

REZONE INFORMATION

Describe the current zoning of the subject property and abutting properties. Describe all existing uses on abutting properties (1521.4.b.3): Current Zoning of subject property is M-1. Property Northwesterly of subject property is R1A. Property Northeasterly of subject property is zoned R-2. Property Easterly of subject property is Great Walton Railroad. Property southeasterly of subject property is zoned M-1.

Provide a statement explaining the intent for the requested zoning change, the proposed use, and any special or unusual parts of the rezoning request (1521.4.b.4): Request to change the current zoning from M-1 to B-3. The proposed development is a 8100 sf commercial building for a convenience store and two retail spaces. A canopy with fueling stations, parking, dumpster enclosure , and 30' interparcel access provided for this lot and remaining property. Utilites extended for future development.

REZONE INFORMATION CONT.

Describe the suitability for development under the existing zoning vs. the proposed zoning. Describe all existing uses and structures (1521.4.b.5): The subject property is part of a M-1 node along South Broad Street with a requested proposed zoning of B-3.

Dollar General, Marathon Gas Station & other commercial businesses all zoned M-1 are located across South Broad Street. The Great Walton Railroad abuts the easterly property line.

Properties north of this development have individual residential homes. The Nucor Warehouse Systems, southeasterly is zoned M-1. The proposed B-3 Zoning will allow commercial uses.

Describe the duration of vacancy or non-use if the property is vacant and unused at the time the application is submitted (1521.4.b.6): The property is a vacant wooded lot.

Select all existing utilities available and/or describe proposed utilities (1521.4.b.11):

Water ☑ Sewer ☑ Electric ☑ Gas ☑ Telecom ☑ Private Well ☐ Septic Tank ☐

REQUIRED SUBMITTAL ITEMS

THE FOLLOWING ARE REQUIRED SUBMITTAL ITEMS:

- ☑ Completed Application
- ☑ Fee (see Fee Schedule)
- ☑ Typed Legal Description
- ☑ Deed
- ☑ Survey Plat
- ☑ Typed Detailed Description of the Request
- ☑ Proof of all property taxes paid in full
- ☑ Site Plan

SITE PLANS SHALL BE DRAWN TO SCALE AND INCLUDE THE FOLLOWING ITEMS (1521.4.b.7):

- ☑ Proposed Uses/Buildings
- ☑ Proposed Improvement Data
- ☑ Parking
- ☑ Traffic Circulation
- ☑ Landscaping/Buffers
- ☑ Stormwater/Detention Structures
- ☑ Amenities

FOR COMMERCIAL & INDUSTRIAL REZONING SITE PLANS, THE FOLLOWING SHALL ALSO BE INCLUDED WITH THE SITE PLAN ITEMS LISTED (1521.4.b.8):

- ☑ Max. Gross Sq. Footage of Structures
- ☑ Min. Sq. Footage of Landscaped Areas
- ☑ Max. Structure Height
- ☑ Min. Sq. Footage of Parking & Drives
- ☑ Proposed Number of Parking Spaces
- ☑ Required Buffers

FOR RESIDENTIAL REZONING SITE PLANS, THE FOLLOWING SHALL ALSO BE INCLUDED WITH THE SITE PLAN ITEMS LISTED (1521.4.b.9):

- ☐ Max. Number of Dwelling Units/Lots
- ☐ Maximum Structure Height
- ☐ Minimum Square Footage of Dwellings
- ☐ Minimum Lot Size
- ☐ Maximum Lot Coverage
- ☐ Maximum Structure Height
- ☐ Location of Amenities
- ☐ Required Buffers

PLANNED DISTRICT REZONES SHALL INCLUDE THE FOLLOWING IN ADDITION TO THE APPLICAPLE REQUIRED APPLICATION DOCUMENTS (650.5):

- ☐ Pattern Book (Written Report) (650.5.a)
  - ☐ Pre-Application Review of Pattern Book by staff mandatory required to submit rezoning application
- ☐ Detailed Site Plans (650.5.b)
- ☐ Development Agreement (650.5.c)

OTHER ITEMS IDENTIFIED BY THE CODE ENFORCEMENT OFFICER DURING PRE-APPLICATION CONFERENCE (1521.4.b.11p):

- ☐ Other Items Required by Code Enforcement Officer

APPLICANT SIGNATURE & AFFADAVIT

I HEREBY CERTIFY THAT I HAVE EXAMINED AND UNDERSTAND ALL INFORMATION ON THIS APPLICATION AND THAT THE ABOVE STATEMENTS AND INFORMATION SUPPLIED BY ME ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING WORK TO BE PERFORMED SHALL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. APPLICANT HERBY AUTHORIZES THE CODE DEPARTMENT PERSONNEL TO ENTER UPON AND INSPECT THE PROPERTY FOR ALL PURPOSES ALLOWED AND REQUIRED BY THE ZONING ORDINANCE AND THE DEVELOPMENT REGULATIONS.

SIGNATURE: Ian S. Wilcox **DATE:** 04/30/25

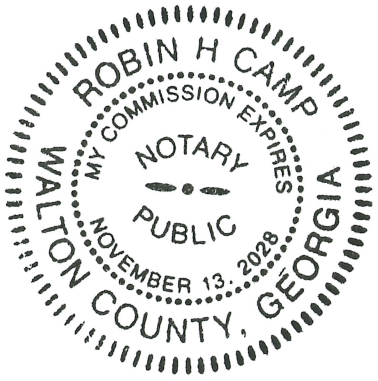
A PUBLIC NOTICE SIGN WILL BE PLACED ON THE SUBJECT PROPERTY PRIOR TO THE PUBLIC HEARING BY THE CODE DEPARTMENT. THE PUBLIC NOTICE SIGN MUST REMAIN ON THE SUBJECT PROPERTY UNTIL AFTER THE CITY COUNCIL MEETING DECIDES THE MATTER. THE CODE DEPARTMENT WILL REMOVE THE SIGN AFTER THE PUBLIC HEARING.

PROPERTY OWNER'S AUTHORIZATION SIGNATURE, IF NOT THE APPLICANT

SIGNATURE: [signature] **DATE:** 04/30/25

NOTARY PUBLIC: Robin H. Camp SWORN TO AND SUBSCRIBED BEFORE THIS 30th DAY OF April, 2025 NOTARY SIGNATURE: Robin H. Camp

DATE: 11/13/28 SEAL:



Note: It is the responsibility of the applicant and not the staff to ensure a complete application with all required materials are submitted. Applications and submittals found to be incomplete and incorrect will be rejected. Each applicant is responsible for compliance with the Disclosure of Campaign Contributions and/or Gifts outlined in Section 1550 of the Zoning Ordinance.

Carter Harkleroad Group

April 30, 2025

Brad Callender, City Planner
City of Monroe
215 North Broad Street
Monroe, Ga 30655

Monroe Center, LLC – 1530 South Broad Street
Conditional Use Permit & Rezoning from M-1 to B-3

Mr. Callender

Monroe Center, LLC is requesting a Conditional Use & Rezoning for the above subject property. In October 2021, the subject property obtained Certificate of Appropriateness approval from the City of Monroe. The developer then moved forward with civil design and obtained City of Monroe, Georgia Soil Water Conservation Commission, and Georgia Department of Transportation approval. The City of Monroe issued a Land Disturbance Permit in March of 2024.

Due to unexpected construction costs and shortage of materials, this project was put on temporary hold. The developer is now recommitted to this project and would like to construct the originally approved design.

The enclosed site layout includes an 8,100 sf commercial building for a convenience store and two retail spaces. A canopy with fueling stations is proposed. Twenty four parking spaces including two handicap spaces are provided. A 20' landscape strip is provided along South Broad Street with a 25' buffer along the NW property line. Interior landscaping is provided around the building. An enclosed dumpster is proposed rear of the proposed building. Detention is provided in a pond, rear of the development. Water & Sanitary Sewer Service is available along South Broad Street.

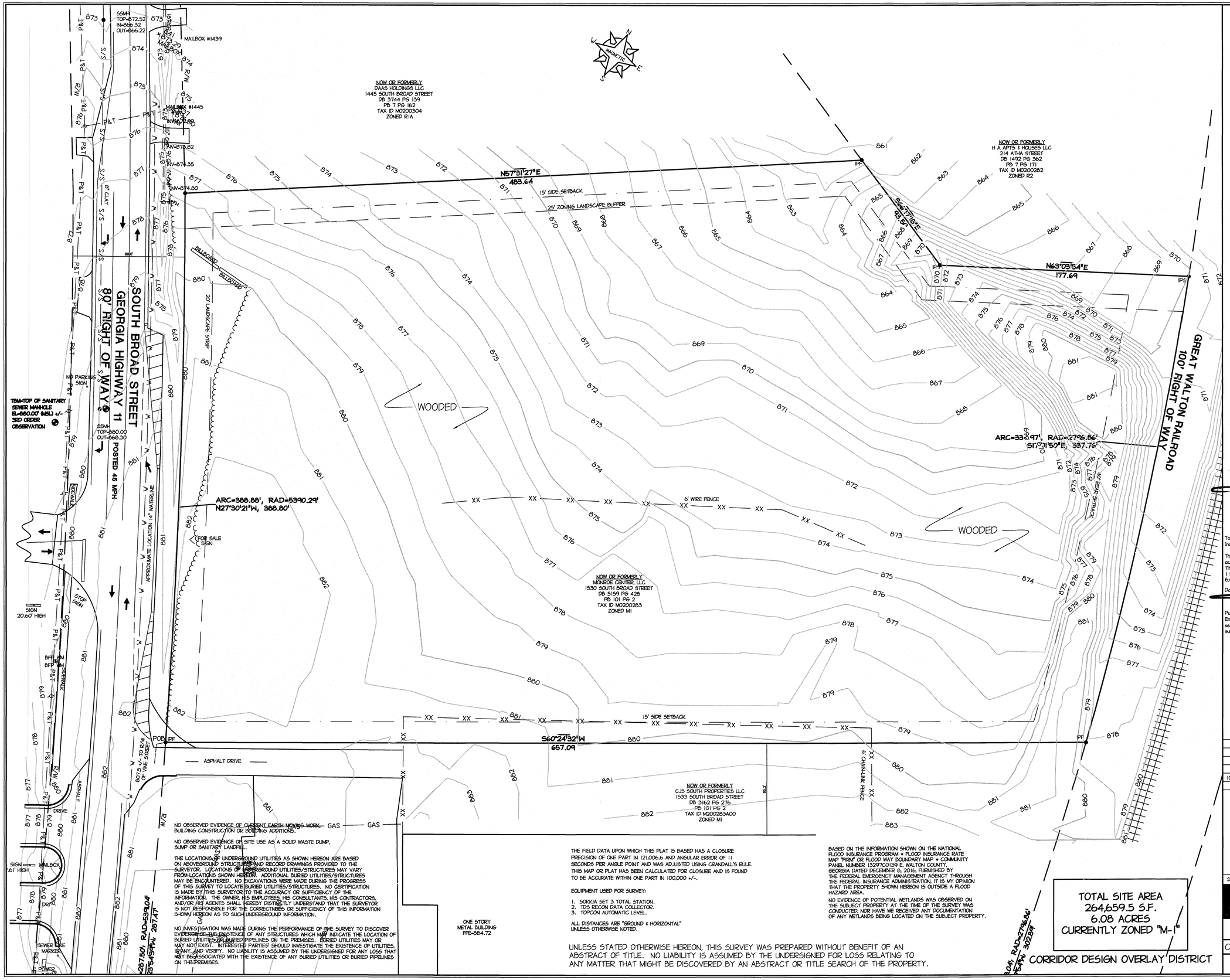
A 30' inter-parcel access connects to South Broad Street. The contractor posted the required GDOT performance bond for the South Broad Street improvements to secure the GDOT Permit.

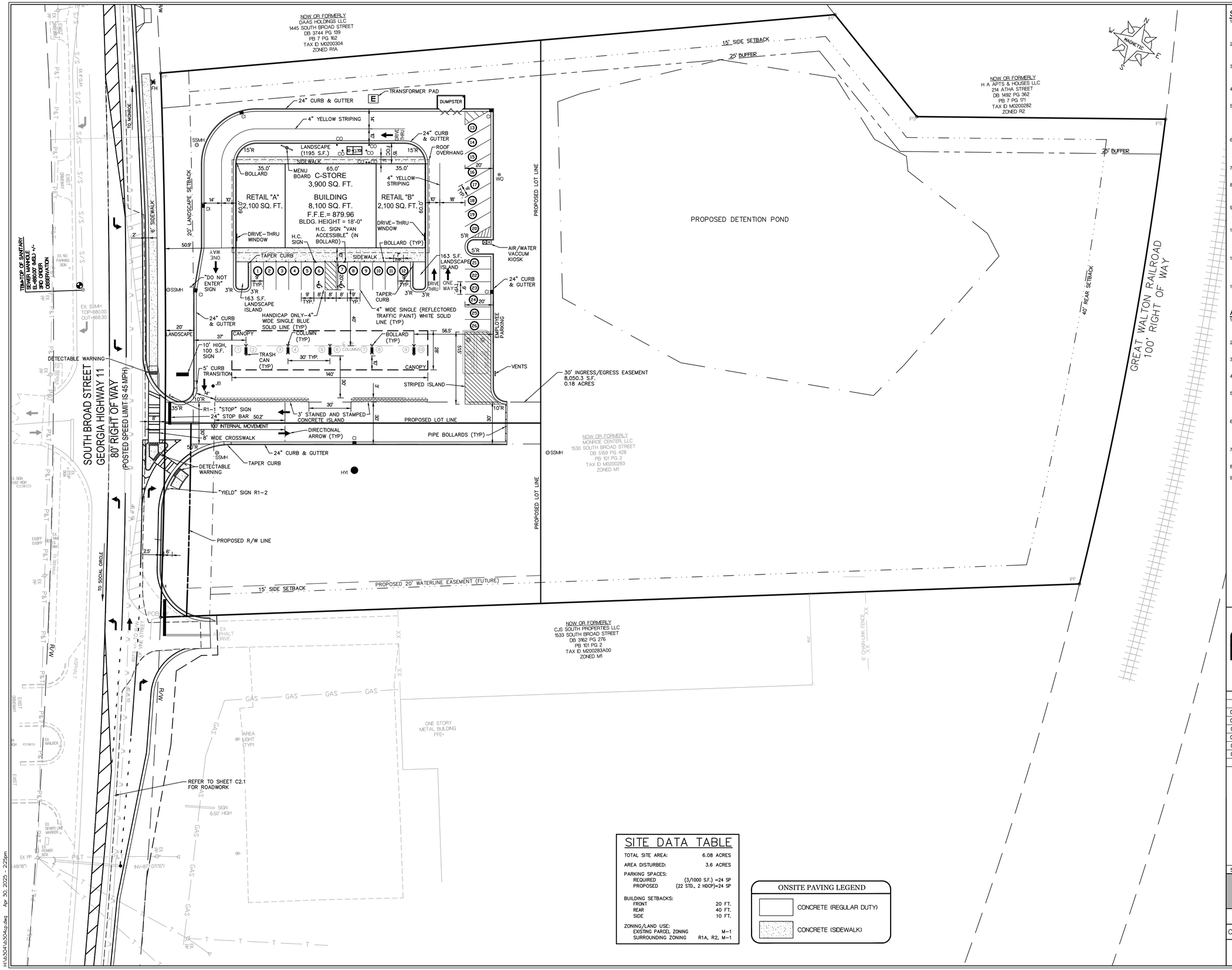
The subject property is part of a M-1 node. Many commercial developments exist near the property. The developer is prepared to provide required buffers along the residential zoned property. The B-3 code will allow a variety of commercial development with the remaining undeveloped property.

Thank you for your cooperation.

Sincerely,

Nan S. Wilcox, Project Manager


NOW OR FORMERLY
DAAS HOLDINGS LLC
1445 SOUTH BROAD STREET
DB 3744 PG 139
PB 7 PG 162
TAX ID M0200304
ZONED R1A
NOW OR FORMERLY
H A APTS & HOUSES LLC
214 ATHA STREET
DB 1492 PG 362
PB 7 PG 171
TAX ID M0200282
ZONED R2
NOW OR FORMERLY
MONROE CENTER, LLC
1530 SOUTH BROAD STREET
DB 5159 PG 428
PB 101 PG 2
TAX ID M0200283
ZONED MI
NOW OR FORMERLY
CJS SOUTH PROPERTIES LLC
1533 SOUTH BROAD STREET
DB 3162 PG 276
PB 101 PG 2
TAX ID M0200283A00
ZONED MI
N57°31'27"E
483.64
15' SIDE SETBACK
25' ZONING LANDSCAPE BUFFER
S42°17'19"E
88.52
N63°03'54"E
177.69
ARC=388.88', RAD=5390.29'
N27°30'21"W, 388.80'
ARC=338.97', RAD=2796.86'
S17°33'50"E, 337.76'
S60°24'32"W
657.09
15' SIDE SETBACK
6' WIRE FENCE
6' CHAIN-LINK FENCE
WOODED
WOODED
ASPHALT DRIVE
ASPHALT DRIVE
20' LANDSCAPE STRIP
BILLBOARD
BILLBOARD
FOR SALE SIGN
SIGN 20.67' HIGH
SIGN 7.61' HIGH
STOP SIGN
NO PARKING SIGN
MAILBOX
MAILBOX #1439
MAILBOX #1445
SSMH
TOP=872.52
IN=866.32
OUT=866.22
SSMH
TOP=880.00
OUT=868.30
INV=870.62
INV=874.35
INV=874.80
SEWER LINE MARKER
POWER POLE
POWER POLE
BFP
BFP
IPF
IPS
POB, IPF
IPS
IPF
TBM-TOP OF SANITARY SEWER MANHOLE EL=880.00' (MSL) +/- 3RD ORDER OBSERVATION
SOUTH BROAD STREET
GEORGIA HIGHWAY 11
80' RIGHT OF WAY
POSTED 45 MPH
GREAT WALTON RAILROAD
100' RIGHT OF WAY
APPROXIMATE LOCATION 14" WATERLINE
8" CLAY S/S
6" S/S
6" S/S
6"



SITE NOTES:

1. ALL DIMENSIONS SHOWN ARE MEASURED TO THE FACE OF CURB AND FACE OF BUILDING, UNLESS OTHERWISE NOTED. REFER TO ARCHITECTURAL DRAWINGS FOR BUILDING DIMENSIONS.
2. THE CONTRACTOR IS TO FIELD VERIFY DIMENSIONS FOR ACCURACY PRIOR TO BEGINNING CONSTRUCTION. IF DISCREPANCIES EXIST, CALL ENGINEER IMMEDIATELY.
3. DEVIATIONS FROM THESE PLANS AND SPECIFICATIONS WITHOUT THE PRIOR CONSENT OF THE ENGINEER OF RECORD MY BE CAUSE FOR THE WORK TO BE UNACCEPTABLE.
4. "TYP" MEANS THAT THE CONDITION IS REPRESENTATIVE FOR SIMILAR CONDITIONS THROUGHOUT, UNLESS OTHERWISE NOTED
5. TESTING OF MATERIALS REQUIRED FOR THE CONSTRUCTION OF THE PAVING IMPROVEMENTS SHALL BE PERFORMED BY AN PROFESSIONAL ORGANIZATION FOR TESTING MATERIALS. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO ENSURE THAT THE WORK CONSTRUCTED MEETS THE REQUIREMENTS OF THE PROJECT SPECIFICATIONS.
6. ALL SIGNS, PAVEMENT MARKINGS, AND OTHER TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" LATEST EDITION, AS WELL AS APPLICABLE STATE AND LOCAL REQUIREMENTS, UNLESS OTHERWISE NOTED.
7. TRAFFIC CONTROL SHALL BE IN ACCORDANCE WITH THE STATE DOT STANDARDS.
8. ALL HANDICAP RAMPING, STRIPING, AND PAVEMENT MARKINGS SHALL CONFORM TO THE "ADA STANDARDS FOR ACCESSIBLE DESIGN", LATEST EDITION.
9. THE PAVING CONTRACTOR IS TO COORDINATE WITH THE BUILDING CONTRACTOR ON THE CONSTRUCTION AND PAVING NEAR ANY BUILDINGS, SCREENING WALLS, DUMPSTER PADS AND ENCLOSURES.
10. ALL DISCREPANCIES FOUND BY THE CONTRACTOR RELATED TO UNDERGROUND UTILITIES OR OTHER APPURTENANCES SHALL BE RESOLVED TO THE SATISFACTION OF THE OWNER/DEVELOPER AND ENGINEER OF RECORD PRIOR TO INSTALLATION OF ANY PAVEMENT.
11. EXISTING MANHOLE TOPS, INLETS, VALVE BOXES, ETC. ARE TO BE ADJUSTED AS REQUIRED TO MATCH FINISHED GRADES. IF NECESSARY, RE-ADJUSTMENTS SHALL BE PERFORMED UPON COMPLETION OF PAVING, FINE GRADING, AND LANDSCAPING TO ENSURE A SMOOTH TRANSITION.
12. ALL PAVEMENT TO BE SLOPED FOR POSITIVE DRAINAGE.

ADA NOTES:

1. ACCESSIBLE ROUTES AND GENERAL SITE ELEMENTS SHALL COMPLY WITH THE STANDARDS OUTLINED IN THE D.O.J. "2010 ADA STANDARDS FOR ACCESSIBLE DESIGN" AND "2015 GEORGIA ACCESSIBILITY CODE.
2. WALKING SURFACES MUST HAVE A RUNNING SLOPE NO STEEPER THAN 1:20 (5.00%), AND A CROSS SLOPE NO STEEPER THAN 1:48 (2.08%).
3. RAMPS MUST HAVE A RUNNING SLOPE NO STEEPER THAN 1:12 (8.33%), AND A CROSS SLOPE NO STEEPER THAN 1:48 (2.08%).
4. RAMPS WITH A RISE GREATER THAN 6" (0.5') SHALL HAVE HANDRAILS. THE MAXIMUM RAMP RISE SHALL BE NO GREATER THAN 30" (2.5').
5. LANDINGS SHALL BE AT LEAST AS WIDE AS THE ASSOCIATED RAMP AND/OR CURB RAMP, AND HAVE A SLOPE NO GREATER THAN 1:48 (2.08%) IN ALL DIRECTIONS. EXCEPTION: LANDINGS THAT CHANGE DIRECTION SHALL BE AT LEAST 60" (5.0') WIDE.
6. A MINIMUM 60" (5.0') LONG LANDING SHALL BE PROVIDED AT THE TOP AND BOTTOM OF A RAMP. EXCEPTION: A MINIMUM 36" (3.0') LAND LANDING SHALL BE PROVIDED AT THE TOP OF A CURB RAMP, AND NO LANDING IS REQUIRED AT THE BOTTOM.
7. PARKING SPACES AND THE ASSOCIATED ACCESS AISLE(S) SHALL HAVE A SLOPE NO GREATER THAN 1:48 (2.08%) IN ALL DIRECTIONS.
8. GROUND SURFACES ARE TO BE STABLE, FIRM, AND SLIP RESISTANT.
9. DETECTABLE WARNINGS SHALL BE INSTALLED ON WALKING SURFACES TO WARN OF HAZARDS ON WALKS, RAMPS, AND LANDINGS.

SIGN LEGEND

30' 15' 0 30' 60'

1"=30'

SITE DATA TABLE

TOTAL SITE AREA:	6.08 ACRES
AREA DISTURBED:	3.6 ACRES
PARKING SPACES:	
REQUIRED	(3/1000 S.F.) =24 SP
PROPOSED	(22 STD., 2 HDCP)=24 SP
BUILDING SETBACKS:	
FRONT	20 FT.
REAR	40 FT.
SIDE	10 FT.
ZONING/LAND USE:	
EXISTING PARCEL ZONING	M-1
SURROUNDING ZONING	R1A, R2, M-1

ONSITE PAVING LEGEND

CONCRETE (REGULAR DUTY)

CONCRETE (SIDEWALK)

GSWCC LEVEL II CERT. NO 10875

GEORGIA811 Utilities Protection Center, Inc.
Know what's below. Call before you dig.

GEORGIA REGISTERED No. 27706 PROFESSIONAL ENGINEER THRIS A. CARTER

04-29-25

DATE	NO.	REVISION	BY
04-28-25	6	REZONING/CUP PLAN	NSW
04-26-23	5	ADDRESS GDOT COMMENTS	NSW
04-18-23	4	ADDRESS GDOT COMMENTS	NSW
03-29-23	3	ADDRESS GDOT COMMENTS	RD
09-19-22	2	ADDRESS GDOT AND CITY COMMENTS	RD
08-10-22	1	ADDRESS GDOT COMMENTS	RD

REZONING & CONDITIONAL USE PLAN

FOR

MONROE MARKET L.L.C.

LOCATED

1530 SOUTH BROAD STREET
LAND LOT 67, 3RD DISTRICT
CITY OF MONROE, WALTON COUNTY, GEORGIA
TAX ID: M0200283

SCALE: 1"= 30' | JOB NO.: 6304 | DATE: 03-02-2022

Carter ◆ Harkleroad Group
94 E. CROGAN STREET, SUITE 100, LAWRENCEVILLE, GA 30046
(770)982-1996
COA | DONALD W. HARKLEROAD & ASSOCIATES, INC.
No. PEF000295, LSF000260 | EXPIRATION: 6-30-2026

SHEET C2.0

1530 SOUTH BROAD STREET

H:\6304\6304dwg Apr 30, 2025 - 2:25pm

To: City Council

From: Brad Callender, Planning & Zoning Director

Department: Planning & Zoning

Date: 7/1/2025

Subject: CONDITIONAL USE #3817 – 1521 S. Broad Street – Conditional Use, Convenience Store with Fuel Pumps

---

Budget Account/Project Name: N/A

Funding Source: N/A

Budget Allocation: N/A

Budget Available: N/A

Requested Expense: N/A **Company of Record:** N/A

Description:

The property owner of 1521 S. Broad Street is petitioning for Conditional Use approval to allow development of a convenience store with fuel pumps.

Background:

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

Recommendation:

The Planning Commission voted unanimously to recommend approval of the Conditional Use as submitted without conditions.

Attachment(s):

Staff Report

Application Documents

CITY OF MONROE
PLANNING & ZONING
CONDITIONAL USE STAFF REPORT

APPLICATION SUMMARY

CONDITIONAL USE CASE: 3817

DATE: June 6, 2025

STAFF REPORT BY: Brad Callender, Planning & Zoning Director

APPLICANT NAME: Monroe Center, LLC

PROPERTY OWNER: Monroe Center, LLC

LOCATION: East side of S. Broad Street – 1521 S. Broad Street

COUNCIL DISTRICTS: 6 & 8

ACREAGE: ±6.08

EXISTING ZONING: M-1 (Light Industrial/Manufacturing District)

EXISTING LAND USE: Undeveloped

REQUEST SUMMARY: The owner is petitioning for Conditional Use approval on this property to allow development of a convenience store with fuel pumps.

STAFF RECOMMENDATION: Staff recommends approval of this Conditional Use request as submitted without conditions.

DATES OF SCHEDULED PUBLIC HEARINGS

PLANNING COMMISSION: June 17, 2025
CITY COUNCIL: July 8, 2025

REQUEST SUMMARY

CONDITIONAL USE PERMIT REQUEST SUMMARY:

The applicant is requesting approval of a Conditional Use in order to develop a convenience store with fuel pumps. The property is currently zoned M-1 (Light-Industrial/Manufacturing). Convenience stores with fuel pumps are not permitted uses in the M-1 zoning district, so in conjunction with this Conditional Use request the applicant is also seeking to rezone the property to the B-3 (Highway Business District) zoning classification.

PROPOSED PROJECT SUMMARY:

- Rezone – B-3 Convenience Store with Fuel Pumps
  - Site Area – ±6.08 Acres
  - Potential Subdivision of 3 Commercial Lots

STAFF ANALYSIS

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

(1) The proposed use will not be detrimental to adjacent properties or the general neighborhood, the proposed use will not significantly adversely affect public health, safety, morality and welfare, and the proposed use as designed will minimize adverse effects on the surrounding neighborhood: The proposed convenience store with fuel pumps should not be detrimental to surrounding uses. Properties to the south are predominantly industrial and commercial with properties north of the site containing a mixture of commercial and residential.

(2) The applicable standards in Article XI have been met: There are no standards applicable to Convenience Stores with Fuel Pumps under the B-3 zoning district in Article XI of the Zoning Ordinance.

(3) The proposed use is consistent with the Comprehensive Plan, and the conditional use is compatible with the community development pattern: The subject property is in the South Sub-Area as identified in the Monroe Comprehensive Plan. The existing character of this vicinity of the South Sub-Area is predominantly non-residential, from this property south to the City Limit boundary with a mixture of commercial and residential uses north of the property along S. Broad Street. The requested Conditional Use does not conflict with any goals of the Comprehensive Plan.

(4) A rezoning to allow the requested use as a permitted use would not be appropriate: The applicant is requesting a rezone in conjunction with this rezone request to the B-3. Convenience stores with fuel pumps are permitted only as Conditional Uses in the zoning districts where allowed. A rezoning to allow the requested use is not an option for this type of land use.

(5) The proposed use will not be injurious to the natural environment or the other property in the immediate vicinity, or unconstitutionally diminish property values within the surrounding neighborhood: The property is currently zoned M-1 and could be developed with more intense uses than the requested down zone to B-3. The conditional use of a convenience store with fuel pumps developed along the highway is in keeping with the underlying intent of the B-3 zoning district and should not negatively impact property values on adjacent properties.

(6) Off-street parking and loading, and access thereto, will be adequate: The site will be accessed from a private driveway located off Hwy 11 into the center of the existing property. The applicant has an approved GDOT driveway permit for the entrance to the project on Hwy 11 that includes adding a through lane and the construction of deceleration lanes and acceleration taper. The convenience store will be connected to private drive with multiple access points. The private drive will be constructed to provide access to future parcels for the subdivision of the property.

(7) Public facilities and utilities are capable of adequately serving the proposed use, and the use would not lead to a major negative change in existing levels of public service, or fiscal stability: Public services and utilities are adequate to serve the proposed development. The convenience store was previously approved by the City for construction in 2024, but those permits have expired.

(8) The use will not be an extension of a use which will cause a damaging volume of (a) agricultural, (b) commercial, (c) industrial, or (d) higher density residential use into a stable neighborhood of well-maintained single-family homes, nor likely lead to decreasing surrounding property values, neighborhood deterioration, spreading of blight, or additional requests of a similar nature which would expand the problem: The primary uses surrounding the site to the south are industrial and commercial. The development of the property for commercial purposes as the result of a down zoning of the property from industrial to commercial zoning will not negatively affect surrounding properties.

(9) The use would not significantly increase congestion, noise, or traffic hazards: The applicant has already been approved for project entrance improvements by GDOT and are reflected on the submitted concept plan as noted above.

(10) Granting this request would not have a "domino effect," in that it becomes the opening wedge for further rapid growth, urbanization or other land-use change beyond what is indicated in the Comprehensive Plan: Non-residential development exists south of the site along S. Broad Street. No domino effect will result along S. Broad Street in the granting of this Conditional Use for a convenience store with fuel pumps on this property.

STAFF RECOMMENDATION

Based upon the City Council's policies, decision making criteria and standards outlined in the Zoning Ordinance of the City of Monroe, staff recommends approval of the requested Conditional Use for development of the site for a convenience store with fuel pumps as submitted without conditions.

CITY OF MONROE

CONDITIONAL USE APPLICATION

3817

CONDITIONAL USE LOCATION & DESCRIPTION

Address: 1521 South Broad Street

Parcel #: M0200283 Council Districts: (1 – 6) 6 & (7 or 8) 8

Zoning: M-1 Parcel Acreage/Square Feet: 264,659.5 sf, 6.08 acres

Type of Conditional Use Requested: Convenience Store/Gas Station

PROPERTY OWNER & APPLICANT INFORMATION

Property Owner: Monroe Center, LLC Phone #: 770-557-5534

Address: 130 Shadburn Ferry Road City: Buford State: Ga Zip: 30518

Applicant (if not Property Owner): _____ Phone #: _____

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

CONDITIONAL USE INFORMATION

Describe the nature of the proposed use, including without limitation the type of activity proposed, number of occupants and/or employees, hours of operation, number of vehicle trips, water and sewer use, and similar matters (1525.1.a.2):

Proposed 8,100 sf commercial building for a convenience store and two retail space, canopy with fueling pumps, and dumpster enclosure. Employees - 12, hours of business - 16 hours min.

Trip Generation - 3458 2-way 24 hour, new trips 1,729 trips

Water Useage - 2-1" domestic meters, 1-3/4" domestic meter, existing 14" water line along frontage

Sanitary Sewer - 6" extension for commercial building, 8" extension for future development, existing 8" sanitary sewer along frontage

Describe the location of the proposed structure(s) or use(s) and its relationship to existing adjacent uses or structures, and use of adjacent properties (1525.1.a.3): Proposed 8100 sf commercial building is 50.9' from South Broad Street R/W and 69.2' from NW property line. Residence on NW property approximately 40' from adjoining property line.

Nucor Warehouse Systems has a metal building 65' southeast from adjoining SE property line.

Dollar General has a building SW of property, across South Broad Street. Great Walton Railroad exists to the rear of the property.

CONDITIONAL USE INFORMATION CONT.

Describe the area, dimensions and details of the proposed structure(s) or uses(s), including without limitation, existing and proposed parking, landscaped areas, height and setbacks of any proposed buildings, and location and number of proposed parking/loading spaces and access ways (1525.1.a.4): The property is vacant. Proposed 8100 sf (135' x 60') commercial building, convenience store & two retail spaces, 140' x 28' canopy with 10 fueling stations, proposed 24 parking spaces, including 2 hc spaces, 30' inter-parcel access, connecting to South Broad Street

20' Landscape strip along South Broad Street, 25' buffer along NW property line, interior landscape areas provided. Setbacks 20' front, 40' rear, 10' side provided.

Select all existing utilities available and/or describe proposed utilities (1525.1.a.5):

Water ☑ Sewer ☑ Electric ☑ Gas ☑ Telecom ☑ Private Well ☐ Septic Tank ☐

REQUIRED SUBMITTAL ITEMS

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

APPLICANT SIGNATURE & AFFADAVIT

I HEREBY CERTIFY THAT I HAVE EXAMINED AND UNDERSTAND ALL INFORMATION ON THIS APPLICATION AND THAT THE ABOVE STATEMENTS AND INFORMATION SUPPLIED BY ME ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING WORK TO BE PERFORMED SHALL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. APPLICANT HERBY AUTHORIZES THE CODE DEPARTMENT PERSONNEL TO ENTER UPON AND INSPECT THE PROPERTY FOR ALL PURPOSES ALLOWED AND REQUIRED BY THE ZONING ORDINANCE AND THE DEVELOPMENT REGULATIONS.

SIGNATURE: Nan S. Wilcox **DATE:** 04/30/25

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

PROPERTY OWNER'S AUTHORIZATION SIGNATURE, IF NOT THE APPLICANT

SIGNATURE: [signature] **DATE:** 04/30/25

NOTARY PUBLIC: Robin H. Camp SWORN TO AND SUBSCRIBED BEFORE THIS 30th DAY OF April, 20 25 NOTARY SIGNATURE: Robin H. Camp

DATE: 11/13/28 SEAL:

ROBIN H CAMP NOTARY PUBLIC WALTON COUNTY GEORGIA MY COMMISSION EXPIRES NOVEMBER 13, 2028

Note: It is the responsibility of the applicant and not the staff to ensure a complete application with all required materials are submitted. Applications and submittals found to be incomplete and incorrect will be rejected. Each applicant is responsible for compliance with the Disclosure of Campaign Contributions and/or Gifts outlined in Section 1550 of the Zoning Ordinance.

Carter Harkleroad Group

April 30, 2025

Brad Callender, City Planner
City of Monroe
215 North Broad Street
Monroe, Ga 30655

Monroe Center, LLC – 1530 South Broad Street
Conditional Use Permit & Rezoning from M-1 to B-3

Mr. Callender

Monroe Center, LLC is requesting a Conditional Use & Rezoning for the above subject property. In October 2021, the subject property obtained Certificate of Appropriateness approval from the City of Monroe. The developer then moved forward with civil design and obtained City of Monroe, Georgia Soil Water Conservation Commission, and Georgia Department of Transportation approval. The City of Monroe issued a Land Disturbance Permit in March of 2024.

Due to unexpected construction costs and shortage of materials, this project was put on temporary hold. The developer is now recommitted to this project and would like to construct the originally approved design.

The enclosed site layout includes an 8,100 sf commercial building for a convenience store and two retail spaces. A canopy with fueling stations is proposed. Twenty four parking spaces including two handicap spaces are provided. A 20' landscape strip is provided along South Broad Street with a 25' buffer along the NW property line. Interior landscaping is provided around the building. An enclosed dumpster is proposed rear of the proposed building. Detention is provided in a pond, rear of the development. Water & Sanitary Sewer Service is available along South Broad Street.

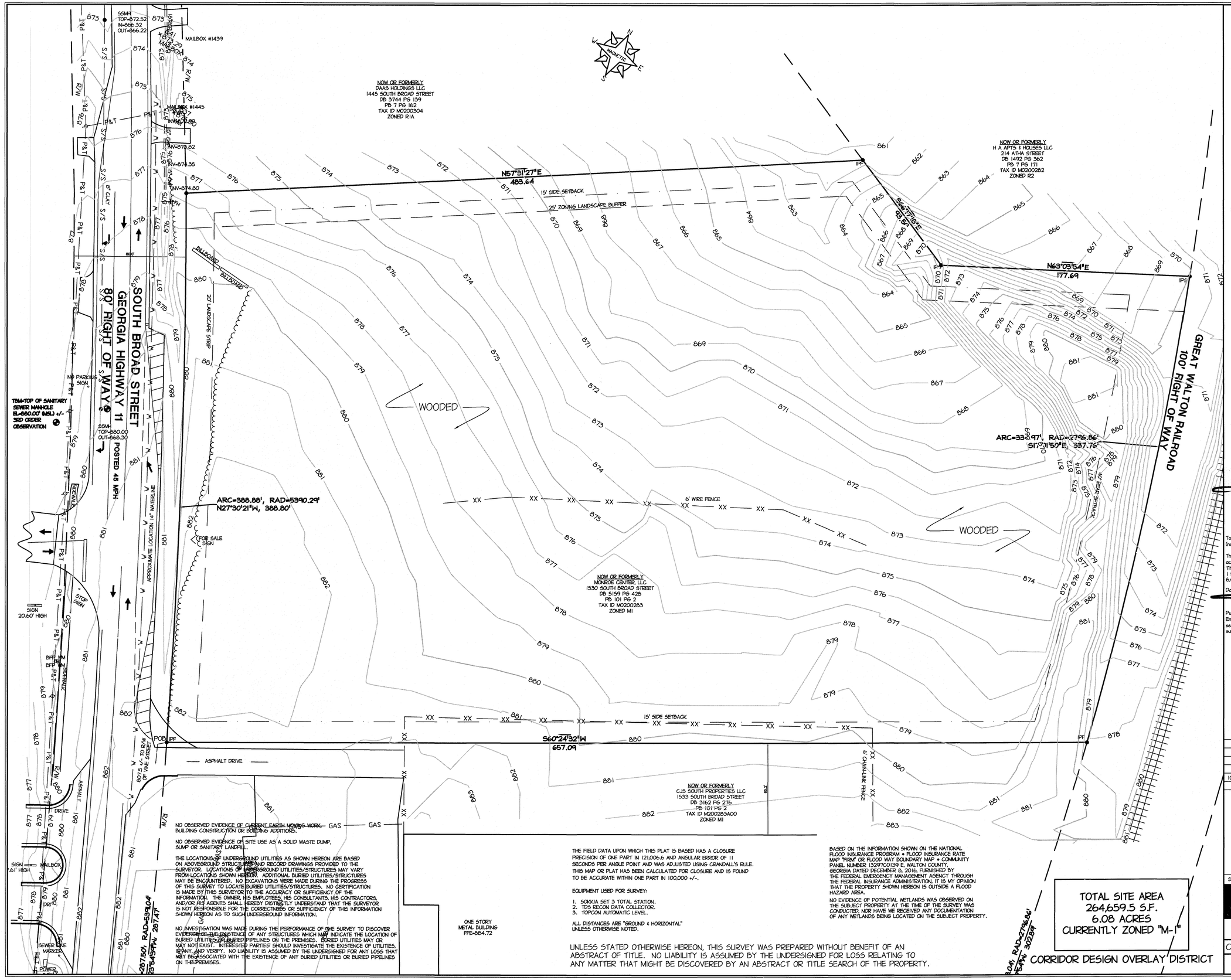
A 30' inter-parcel access connects to South Broad Street. The contractor posted the required GDOT performance bond for the South Broad Street improvements to secure the GDOT Permit.

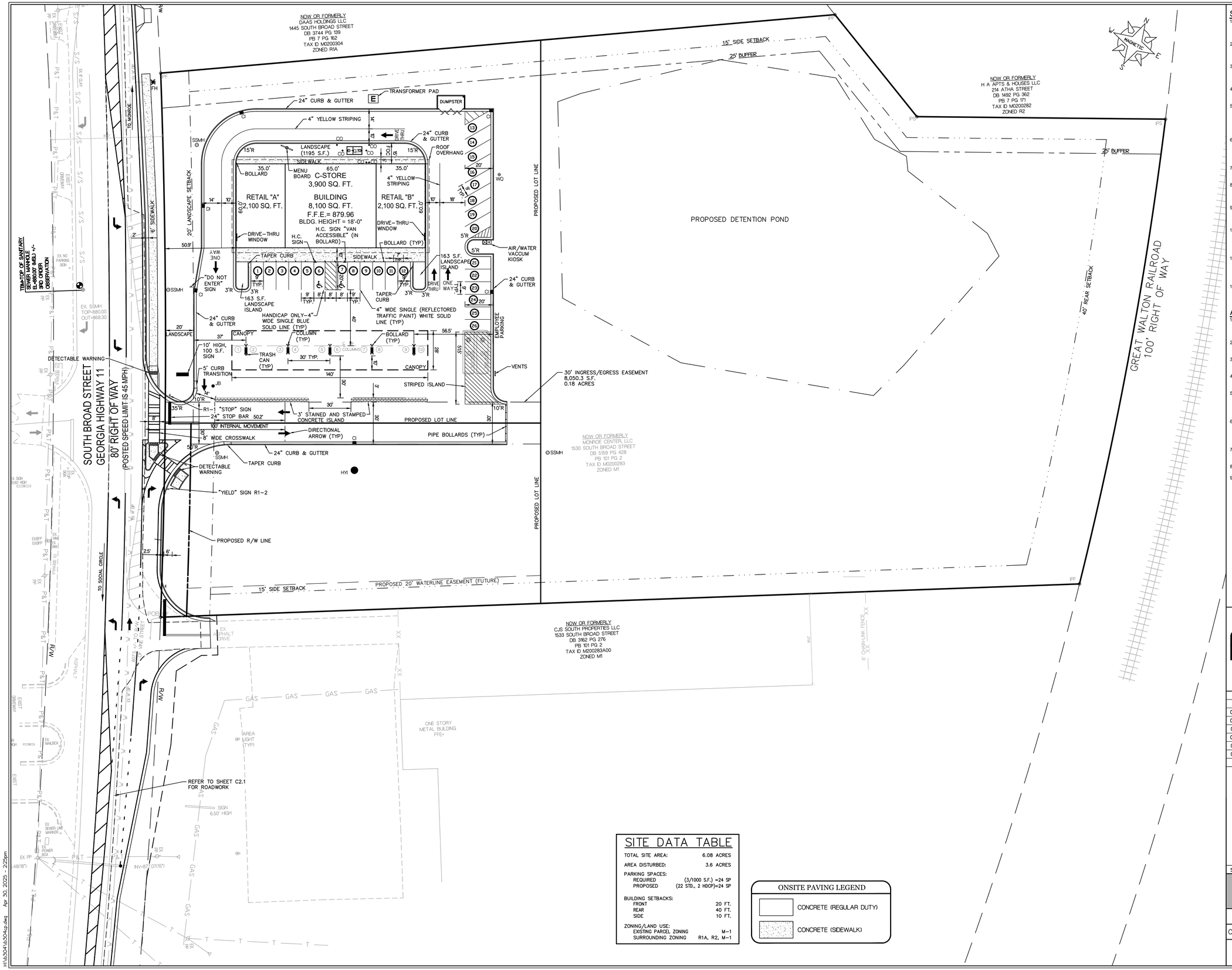
The subject property is part of a M-1 node. Many commercial developments exist near the property. The developer is prepared to provide required buffers along the residential zoned property. The B-3 code will allow a variety of commercial development with the remaining undeveloped property.

Thank you for your cooperation.

Sincerely,

Nan S. Wilcox, Project Manager


SSMH
TOP=872.52
IN=866.32
OUT=866.22
MAILBOX #1439
MAILBOX #1445
INV=870.62
INV=874.35
INV=874.80
NOW OR FORMERLY
DAAS HOLDINGS LLC
1445 SOUTH BROAD STREET
DB 3744 PG 139
PB 7 PG 162
TAX ID M0200304
ZONED R1A
N57°31'27"E
483.64
15' SIDE SETBACK
25' ZONING LANDSCAPE BUFFER
NOW OR FORMERLY
H A APTS & HOUSES LLC
214 ATHA STREET
DB 1492 PG 362
PB 7 PG 171
TAX ID M0200282
ZONED R2
S42°17'16"E
85.52'
N63°03'54"E
177.69
IPF
IPS
GREAT WALTON RAILROAD
100' RIGHT OF WAY
ARC=338.97', RAD=2796.86'
S1°33'50"E, 337.76'
SOUTH BROAD STREET
GEORGIA HIGHWAY 11
80' RIGHT OF WAY
POSTED 45 MPH
TBM-TOP OF SANITARY SEWER MANHOLE EL=860.00' (MSL) +/- 3RD ORDER OBSERVATION
SSMH
TOP=880.00
OUT=868.30
ARC=388.88', RAD=5390.29'
N27°30'21"W, 388.80'
6' WIRE FENCE
WOODED
NOW OR FORMERLY
MONROE CENTER, LLC
1530 SOUTH BROAD STREET
DB 5159 PG 428
PB 101 PG 2
TAX ID M0200283
ZONED MI
15' SIDE SETBACK
POB
IPF
S60°24'32"W
657.09
ASPHALT DRIVE
NOW OR FORMERLY
CJS SOUTH PROPERTIES LLC
1533 SOUTH BROAD STREET
DB 3162 PG 276
PB 101 PG 2
TAX ID M0200283A00
ZONED MI
6' CHAIN-LINK FENCE
ONE STORY
METAL BUILDING
FFE=884.72
BILLBOARD
20' LANDSCAPE STRIP
FOR SALE SIGN
APPROXIMATE LOCATION 14" WATERLINE
NO PARKING SIGN
STOP SIGN
SIGN 20.67' HIGH
SIGN 7.61' HIGH
MAILBOX
DRIVE
SEWER LINE MARKER
POWER POLE
ARC=287.50', RAD=5390.04'
S35°49'W, 287.47'
NO OBSERVED EVIDENCE OF CURRENT EARTH MOVING WORK, BUILDING CONSTRUCTION OR BUILDING ADDITIONS.
NO OBSERVED EVIDENCE OF SITE USE AS A SOLID WASTE DUMP, SUMP OR SANITARY LANDFILL.
THE LOCATIONS OF UNDERGROUND UTILITIES AS SHOWN HEREON ARE BASED ON ABOVEGROUND STRUCTURES AND RECORD DRAWINGS PROVIDED TO THE SURVEYOR. LOCATIONS OF UNDERGROUND UTILITIES/STRUCTURES MAY VARY FROM LOCATIONS SHOWN HEREON. ADDITIONAL BURIED UTILITIES/STRUCTURES MAY BE ENCOUNTERED. NO EXCAVATIONS WERE MADE DURING THE PROGRESS OF THIS SURVEY TO LOCATE BURIED UTILITIES/STRUCTURES. NO CERTIFICATION IS MADE BY THIS SURVEYOR TO THE ACCURACY OR SUFFICIENCY OF THE INFORMATION. THE OWNER, HIS EMPLOYEES, HIS CONSULTANTS, HIS CONTRACTORS, AND/OR HIS AGENTS SHALL HEREBY DISTINCTLY UNDERSTAND THAT THE SURVEYOR IS NOT RESPONSIBLE FOR THE CORRECTNESS OR SUFFICIENCY OF THIS INFORMATION SHOWN HEREON AS TO SUCH UNDERGROUND INFORMATION.
NO INVESTIGATION WAS MADE DURING THE PERFORMANCE OF THE SURVEY TO DISCOVER EVIDENCE OF THE EXISTENCE OF ANY STRUCTURES WHICH MAY INDICATE THE LOCATION OF BURIED UTILITIES OR BURIED PIPELINES ON THE PREMISES. BURIED UTILITIES MAY OR MAY NOT EXIST. INTERESTED PARTIES SHOULD INVESTIGATE THE EXISTENCE OF UTILITIES, IF ANY, AND VERIFY. NO LIABILITY IS ASSUMED BY THE UNDERSIGNED FOR ANY LOSS THAT MAY BE ASSOCIATED WITH THE EXISTENCE OF ANY BURIED UTILITIES OR BURIED PIPELINES ON THE PREMISES.
THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE PART IN 121,006.6 AND ANGULAR ERROR OF 11 SECONDS PER ANGLE POINT AND WAS ADJUSTED USING CRANDALL'S RULE. THIS MAP OR PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE PART IN 100,000 +/-.
EQUIPMENT USED FOR SURVEY:
1. SOKKIA SET 3 TOTAL STATION.
2. TDS RECON DATA COLLECTOR.
3. TOPCON AUTOMATIC LEVEL.
ALL DISTANCES ARE "GROUND & HORIZONTAL" UNLESS OTHERWISE NOTED.
BASED ON THE INFORMATION SHOWN ON THE NATIONAL FLOOD INSURANCE PROGRAM • FLOOD INSURANCE RATE MAP "FIRM" OR FLOOD WAY BOUNDARY MAP • COMMUNITY PANEL NUMBER 13297C0139 E. WALTON COUNTY, GEORGIA DATED DECEMBER 8, 2016, FURNISHED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY THROUGH THE FEDERAL INSURANCE ADMINISTRATION, IT IS MY OPINION THAT THE PROPERTY SHOWN HEREON IS OUTSIDE A FLOOD HAZARD AREA.
NO EVIDENCE OF POTENTIAL WETLANDS WAS OBSERVED ON THE SUBJECT PROPERTY AT THE TIME OF THE SURVEY WAS CONDUCTED. NOR HAVE WE RECEIVED ANY DOCUMENTATION OF ANY WETLANDS BEING LOCATED ON THE SUBJECT PROPERTY.
UNLESS STATED OTHERWISE HEREON, THIS SURVEY WAS PREPARED WITHOUT BENEFIT OF AN ABSTRACT OF TITLE. NO LIABILITY IS ASSUMED BY THE UNDERSIGNED FOR LOSS RELATING TO ANY MATTER THAT MIGHT BE DISCOVERED BY AN ABSTRACT OR TITLE SEARCH OF THE PROPERTY.
TOTAL SITE AREA
264,659.5 S.F.
6.08 ACRES
CURRENTLY ZONED "M-1"
CORRIDOR DESIGN OVERLAY DISTRICT
GREAT WALTON RAILROAD
SOUTH BROAD STREET
GA HIGHWAY 11
SITE
VINE STREET
LOCATION MAP
NTS
LEGEND:
ICV - IRRIGATION CONTROL VALVE
IPF - IRON PIN FOUND
IPS - IRON PIN SET (1/2" RB)
OT - OPEN TOP PIPE
CT - CRIMP TOP PIPE
CMF - CONCRETE MONUMENT FOUND
N & C - NAIL AND CAP
RB - REBAR
PP - POWER POLE
TP - TELEPHONE POLE
LL - LAND LOT
LLL - LAND LOT LINE
POB - POINT OF BEGINNING
BL - BUILDING LINE
CL - CENTER LINE
PL - PROPERTY LINE
FH - FIRE HYDRANT
CB - CATCH BASIN
DI - DROP INLET
HW - HEAD WALL
JB - JUNCTION BOX
DE - DRAINAGE EASEMENT
WM - WATER METER
WV - WATER VALVE
GV - GAS VALVE
MH - MAN HOLE
T - TELEPHONE LINE
UT - BURIED TELEPHONE CABLE
G - GAS LINE (APPROXIMATE LOCATION)
W - WATER LINE (APPROXIMATE LOCATION)
S/S - SANITARY SEWER LINE
SD - STORM DRAIN LINE
RIGHT OF WAY MONUMENT FOUND
ANCHOR
POWER LINE (OVERHEAD)
FENCE
FIRE HYDRANT
TREE
GEORGIA REGISTERED No. 2453 LAND SURVEYOR DONALD W. HARKLEROAD
10/19/22
The survey was prepared in conformity with The Technical Standards for Property Surveys in Georgia as set forth in Chapter 180-7 of the Rules of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in the Georgia Plat Act O.C.G.A. 15-6-67. Authority O.C.G.A Sec. 15-6-67, 43-15-4, 43-15-6, 43-15-19, 43-15-22.
To Monroe Center, LLC
(names of others as negotiated with the client):
This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and Includes items 1 thru 4, 6 thru 11, 13 and 14 of Table A thereof. The field work was completed on 6/22/21.
Date: 10-19-22
Donald W. Harkleroad, Jr. Ga. R.L.S. #2453
Pursuant to Rule 180-6.09 of the Georgia State Board of Registration for Professional Engineers and Land Surveyors, the term "certify" or "certification" relating to land surveying services shall mean a signed statement based of facts and knowledge known to the land surveyor and is not a guarantee or warranty, either expressed or implied.
RECORDED PLATS
PB 56 PG 14
PB 101 PG 2
30 15 0 30 60 90
SCALE IN FEET
USE DIMENSIONS DO NOT SCALE DRAWING
10/19/22 | 1 | UPDATE RECORDING INFORMATION | DWH
DATE | NO. | REVISION | BY
ALTA/NSPS LAND TITLE SURVEY
FOR
MONROE CENTER LLC
LOCATED
1530 SOUTH BROAD STREET/GA HIGHWAY 11
LL 67 3RD DISTRICT
CITY OF MONROE
WALTON COUNTY, GEORGIA
PLAT PREPARED ON
DATE: 09/29/21
SCALE: 1" = 30' | JOB NO.: 63045RVY | FIELD DATE: 09/16/21
Harkleroad and Associates
ENGINEERS - LAND SURVEYORS
1608 TREE LANE, BUILDING A SUITE 100, SNELLVILLE, GA 30078
PHONE (770) 982-1996 / FAX: (770) 982-1998
COA | DONALD W. HARKLEROAD & ASSOCIATES, INC.
No. PEF000295, LSF000260 | EXPIRATION: 06/30/2022
SHEET 1 OF 2



SITE NOTES:

1. ALL DIMENSIONS SHOWN ARE MEASURED TO THE FACE OF CURB AND FACE OF BUILDING, UNLESS OTHERWISE NOTED. REFER TO ARCHITECTURAL DRAWINGS FOR BUILDING DIMENSIONS.
2. THE CONTRACTOR IS TO FIELD VERIFY DIMENSIONS FOR ACCURACY PRIOR TO BEGINNING CONSTRUCTION. IF DISCREPANCIES EXIST, CALL ENGINEER IMMEDIATELY.
3. DEVIATIONS FROM THESE PLANS AND SPECIFICATIONS WITHOUT THE PRIOR CONSENT OF THE ENGINEER OF RECORD MY BE CAUSE FOR THE WORK TO BE UNACCEPTABLE.
4. "TYP" MEANS THAT THE CONDITION IS REPRESENTATIVE FOR SIMILAR CONDITIONS THROUGHOUT, UNLESS OTHERWISE NOTED
5. TESTING OF MATERIALS REQUIRED FOR THE CONSTRUCTION OF THE PAVING IMPROVEMENTS SHALL BE PERFORMED BY AN PROFESSIONAL ORGANIZATION FOR TESTING MATERIALS. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO ENSURE THAT THE WORK CONSTRUCTED MEETS THE REQUIREMENTS OF THE PROJECT SPECIFICATIONS.
6. ALL SIGNS, PAVEMENT MARKINGS, AND OTHER TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES" LATEST EDITION, AS WELL AS APPLICABLE STATE AND LOCAL REQUIREMENTS, UNLESS OTHERWISE NOTED.
7. TRAFFIC CONTROL SHALL BE IN ACCORDANCE WITH THE STATE DOT STANDARDS.
8. ALL HANDICAP RAMPING, STRIPING, AND PAVEMENT MARKINGS SHALL CONFORM TO THE "ADA STANDARDS FOR ACCESSIBLE DESIGN", LATEST EDITION.
9. THE PAVING CONTRACTOR IS TO COORDINATE WITH THE BUILDING CONTRACTOR ON THE CONSTRUCTION AND PAVING NEAR ANY BUILDINGS, SCREENING WALLS, DUMPSTER PADS AND ENCLOSURES.
10. ALL DISCREPANCIES FOUND BY THE CONTRACTOR RELATED TO UNDERGROUND UTILITIES OR OTHER APPURTENANCES SHALL BE RESOLVED TO THE SATISFACTION OF THE OWNER/DEVELOPER AND ENGINEER OF RECORD PRIOR TO INSTALLATION OF ANY PAVEMENT.
11. EXISTING MANHOLE TOPS, INLETS, VALVE BOXES, ETC. ARE TO BE ADJUSTED AS REQUIRED TO MATCH FINISHED GRADES. IF NECESSARY, RE-ADJUSTMENTS SHALL BE PERFORMED UPON COMPLETION OF PAVING, FINE GRADING, AND LANDSCAPING TO ENSURE A SMOOTH TRANSITION.
12. ALL PAVEMENT TO BE SLOPED FOR POSITIVE DRAINAGE.

ADA NOTES:

1. ACCESSIBLE ROUTES AND GENERAL SITE ELEMENTS SHALL COMPLY WITH THE STANDARDS OUTLINED IN THE D.O.J. "2010 ADA STANDARDS FOR ACCESSIBLE DESIGN" AND "2015 GEORGIA ACCESSIBILITY CODE.
2. WALKING SURFACES MUST HAVE A RUNNING SLOPE NO STEEPER THAN 1:20 (5.00%), AND A CROSS SLOPE NO STEEPER THAN 1:48 (2.08%).
3. RAMPS MUST HAVE A RUNNING SLOPE NO STEEPER THAN 1:12 (8.33%), AND A CROSS SLOPE NO STEEPER THAN 1:48 (2.08%).
4. RAMPS WITH A RISE GREATER THAN 6" (0.5') SHALL HAVE HANDRAILS. THE MAXIMUM RAMP RISE SHALL BE NO GREATER THAN 30" (2.5').
5. LANDINGS SHALL BE AT LEAST AS WIDE AS THE ASSOCIATED RAMP AND/OR CURB RAMP, AND HAVE A SLOPE NO GREATER THAN 1:48 (2.08%) IN ALL DIRECTIONS. EXCEPTION: LANDINGS THAT CHANGE DIRECTION SHALL BE AT LEAST 60" (5.0') WIDE.
6. A MINIMUM 60" (5.0') LONG LANDING SHALL BE PROVIDED AT THE TOP AND BOTTOM OF A RAMP. EXCEPTION: A MINIMUM 36" (3.0') LAND LANDING SHALL BE PROVIDED AT THE TOP OF A CURB RAMP, AND NO LANDING IS REQUIRED AT THE BOTTOM.
7. PARKING SPACES AND THE ASSOCIATED ACCESS AISLE(S) SHALL HAVE A SLOPE NO GREATER THAN 1:48 (2.08%) IN ALL DIRECTIONS.
8. GROUND SURFACES ARE TO BE STABLE, FIRM, AND SLIP RESISTANT.
9. DETECTABLE WARNINGS SHALL BE INSTALLED ON WALKING SURFACES TO WARN OF HAZARDS ON WALKS, RAMPS, AND LANDINGS.

SIGN LEGEND

30′ 15′ 0 30′ 60′

1″= 30′

SITE DATA TABLE

TOTAL SITE AREA:	6.08 ACRES
AREA DISTURBED:	3.6 ACRES
PARKING SPACES:	
REQUIRED	(3/1000 S.F.) =24 SP
PROPOSED	(22 STD., 2 HDCP)=24 SP
BUILDING SETBACKS:	
FRONT	20 FT.
REAR	40 FT.
SIDE	10 FT.
ZONING/LAND USE:	
EXISTING PARCEL ZONING	M-1
SURROUNDING ZONING	R1A, R2, M-1

ONSITE PAVING LEGEND

- CONCRETE (REGULAR DUTY)
- CONCRETE (SIDEWALK)

69WCC LEVEL II CERT. NO 10875

GEORGIA811 Utilities Protection Center, Inc.
Know what's below. Call before you dig.

GEORGIA REGISTERED No. 27706 PROFESSIONAL ENGINEER THRISA A. CARTER

04-29-25

DATE	NO.	REVISION	BY
04-28-25	6	REZONING/CUP PLAN	NSW
04-26-23	5	ADDRESS GDOT COMMENTS	NSW
04-18-23	4	ADDRESS GDOT COMMENTS	NSW
03-29-23	3	ADDRESS GDOT COMMENTS	RD
09-19-22	2	ADDRESS GDOT AND CITY COMMENTS	RD
08-10-22	1	ADDRESS GDOT COMMENTS	RD

REZONING & CONDITIONAL USE PLAN

FOR

MONROE MARKET L.L.C.

LOCATED

1530 SOUTH BROAD STREET
LAND LOT 67, 3RD DISTRICT
CITY OF MONROE, WALTON COUNTY, GEORGIA
TAX ID: M0200283

SCALE: 1"= 30' | JOB NO.: 6304 | DATE: 03-02-2022

Carter ◆ Harkleroad Group
94 E. CROGAN STREET, SUITE 100, LAWRENCEVILLE, GA 30046
(770)982-1996
COA | DONALD W. HARKLEROAD & ASSOCIATES, INC.
No. PEF000295, LSF000260 | EXPIRATION: 6-30-2026

SHEET C2.0

1530 SOUTH BROAD STREET

H:\6304\6304dwg Apr 30, 2025 - 2:25pm

OCCUPATIONAL TAX APPLICATION
CITY OF MONROE

PO Box 1249 - Monroe, GA 30655
770-207-4674 – hbrookshire@monroega.gov

Business Contact Information

Business Name: AMICI WALTON LLC
DBA: AMICI MONROE
Physical Location: 132 E CHURCH STREET
Inside DDA (Downtown Development Authority) Boundary? Y or N
Mailing Address: 176 WEST WASHINGTON STREET, MADISON, GA 30650
Email: JMINES@AMICI-CAFE.COM
Business Phone: 706-266-6803

Ownership Type (select only one)

- ☐ Corporation
- ☑ LLC
- ☐ Sole Proprietor
- ☐ Partnership
- ☐ Non-profit

Business Owner Contact Information

Owner(s) Name: AMICI FOOD GROUP LLC (Christian Torino / Mike Torino)
Owner's Email: corporate@amici-cafe.com Owner's Phone: 706-752-0081
Local / Emergency Contact: Riley Moore Phone: 770-940-6381
Property Owner's Name: JACKSON THORPE (landlord) Phone: 770-267-7557

Business Information

Business Description: FULL SERVICE RESTAURANT
Residential or Commercial? COMMERCIAL
NAICS Code (https://www.census.gov/naics): 722511
Start Date: 05/28/2025
Federal Tax ID (EIN): 39-2370513
GA State & Use Tax: TBD
GA Professional State License Number(s):
Exempt from E-Verify?: NO
If no, list E-Verify Number 1168186

Reason for Application (select one)

- ☐ New Business
- ☑ Change of Ownership
- ☐ DBA Change
- ☐ Change of Address
- ☐ Change of Business Activity
- ☐ Short Term Rental

Gross Receipts: (Estimated from start of business to end of calendar year): 2070000.00
OR **Number of Practitioners*:**

***Under O.C.G.A. 48-13-9(c)1-18 practitioners have the right to pay $400 per practitioner and practitioners are defined as Lawyers; Physicians; Osteopaths; Podiatrists; Dentists; Optometrists; Psychologists; Veterinarians; Landscape Architects; Land Surveyors; Practitioners of Physiotherapy; Public Accountants; Embalmers; Funeral Directors; Civil, Mechanical, Hydraulic, or Electrical Engineers; Architects; Marriage and Family Counselors; Social Works, and Professional Counselors.**

IF applying as a Non-Profit: Under O.C.G.A. § 48-13-13, nonprofit organizations are exempt from any occupation tax, regulatory fee, or administrative fee. If applying for an occupation tax certificate as a nonprofit, please provide proof of nonprofit status.

Number of Employees

1. Number of Full-Time Employees: 20
2. Number of Part-Time Employees: 29
3. On average, how many hours do ALL the part-time employees work in one week? 580

Full-Time Equivalent

A. Answer from #1 20
B. Answer from #3 divided by 40 14.5
C. Add lines A and B: 34.5

Questions

1. In the past five years have you been convicted of, or pled guilty or nolo contendere to any sexual offense as set out in O.C.G.A. § 16-6-1 et seq., or to any offense involving the lottery, illegal possession or sale of narcotics or alcoholic beverages or possession or receiving of stolen property? NO
2. For Commercial Businesses, will a sign be installed on the building or property? (permit required) EXISTING

I, CHRISTIAN TORINO, do solemnly swear that the information on this application is true, correct to the best of my knowledge, training, and ability, and that no false or misleading statement is made herein to obtain a business occupational tax certificate. I understand that if I provide false or misleading information in this application, I may be subject to criminal prosecution and/or immediate revocation of my business occupational tax certificate issued as a result of this application. I understand that I must comply with any and all ordinances of the City of Monroe.

Christian Torino | CHRISTIAN TORINO | 5/28/2025

Signature | Print Name | Date

Subscribed and sworn before me this 28 day of May, 2025

Notary Public Signature and Seal: Latasha Pratt

Any false statement, misrepresentation of fact(s) or omission may be cause for criminal prosecution.
O.C.G.A. § 16-10-20

City of Monroe—Alcoholic Beverage License Application

Please print or type application and answer all questions!
Do not leave any sections blank. If it does not apply mark sections N/A

ALCOHOLIC BEVERAGE LICENSE TYPES & FEES—CHECK ALL LICENSE TYPES YOU ARE APPLYING FOR

Consumption On Premise Licenses

- Beer & Wine:
  - ✓ Restaurant Beer & Wine: Fee $1,000.00
  - _____ Non-profit Private Club Beer & Wine: Fee $1,000.00
  - _____ Special Event Facility Beer & Wine: Fee $1,000.00

- Distilled Spirits:
  - ✓ Restaurant Distilled Spirits: Fee $3,000.00
  - _____ Non-profit Private Club Distilled Spirits: Fee $3,000.00
  - _____ Special Event Facility Distilled Spirits: Fee $3,000.00

- _____ Sunday Sales: NO FEE

Package Licenses

_____ Beer / Wine: Fee $2,000.00

_____ Hotel / Motel In-Room Service: Fee $250.00

_____ Growlers: Fee $2,000.00

_____ Brew-Pub: Fee $750.00

_____ Wine Shop: Fee $750.00

Manufacturer Licenses

_____ Distilleries or Micro-Distilleries: Fee $3,000.00

_____ Brewery or Micro-Breweries: Fee $1,000.00

Alcohol Beverage Caterer

_____ Alcohol Beverage Caterer Beer / Wine: Fee $1,000.00

_____ Alcohol Beverage Caterer Distilled Spirits: Fee $1,000.00

Wholesale Dealers

_____ Principal Place of Business in City Beer / Wine: Fee $1,500.00

_____ Principal Place of Business in City Distilled Spirits: Fee $2,000.00

Other Fees

_____ Annual registration for Special Event Facility: Fee $300.00

X First-time Application Administrative: Fee $250.00 *NON-REFUNDABLE*

Total Fees Submitted: 250.00

Application Information:

1. Full Name of Business: AMICI WALTON LLC

DBA: AMICI MONROE

Is the business is a proprietorship, partnership, or corporation? Domestic or Foreign?

DOMESTIC

2. Address: A) Physical: 132 E CHURCH STREET, MONROE, GA 30655

B) Mailing: 176 WEST WASHINGTON STREET, MADISON, GA 30650

3. Phone: 7067520081 Beginning Date of Business in City of Monroe 05/28/2025

4. _____ New Business x* Existing Business Purchase *SPECIAL CIRCUMSTANCES OCCURRED

***IF change in ownership, enclose a copy of the sales contract and closing statement.

5. Federal Tax ID Number 39-2370513 GA Sales Tax Number TBD

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

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

Beer and Wine 100 Yards Yes YES No _____

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

7. Full name of Applicant CHRISTIAN TORINO

Full Name of Spouse, if Married LISA TORINO

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

Birthplace MARYLAND

Current Address 3231 FAIRPLAY ROAD City MADISON St GA Zip 30650

Home Telephone 706-474-0151

Number of Years at present address 5

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

_____

Number of years at previous address _____

8. If new business, date business will begin in Monroe 5/28/2025

If transfer or change of ownership, effective date of this change 05/28/2025

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

Previous applicant & D/B/A AMICI MONROE LLC (JOSHUA GENTRUP)

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

RILEY MOORE- GM AND CURRENT REGISTERED AGENT ON SITE.

264 N MIDLAND AVENUE, MONROE, GA 30655 - 770-940-6381

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

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

NO

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

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

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

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

AMICI WALTON LLC - incorporated 05/23/2025

Owned by Amici Food Group LLC -incorporated -6/24/2003 (AFG)

AFG owned by : Christian Torino and Michael Torino

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

Amici Food Group LLC - owner of Amici Walton LLC - 100%

176 WEST WASHINGTON STREET, MADISON, GA 30650

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

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

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

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

NO

20. State whether or not applicant, partner, corporation officer, or stockholder holds any alcoholic beverage license in other jurisdiction or has ever applied for a license and been denied. (Submit full details) License holders - Amici Madison Livery LLC, Amici Covington LLC, Amici CTC, LLC Amici LKO LLC (Greensboro GA)

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

NO

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

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

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

24. Character References: (For the applicant)

1. Nelson Hale
Name
United Bank
Address
Madison | GA | 30650 | 706-343-5995
City | State | Zip | Telephone

2. Mike Conrads
Name
LANE CONRADS CORP.
Address
MADISON | GA | 30650 | 706-342-3777
City | State | Zip | Telephone

3. MATT MILLER
Name
157 WEST JEFFERSON STREET
Address
MADISON | GA | 30650 | 706-342-1040
City | State | Zip | Telephone

This the _____ day of _____ 20____.

_____ (Signature Applicant)

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

CHRISTIAN TORING (Print Name)

Or: _____ (Signature of Corporate Officer)

_____ (Printed Name and Title of Corporate Officer)

Signed, sealed and delivered in the presence of: Latasha Pratt

Notary Public:

Executed: 5/28/2025

LATASHA PRATT NOTARY PUBLIC MORGAN COUNTY, GEORGIA MY COMMISSION EXPIRES JULY 23, 2028

OCCUPATIONAL TAX APPLICATION
CITY OF MONROE

PO Box 1249 - Monroe, GA 30655
770-207-4674 – hbrookshire@monroega.gov

Business Contact Information

Business Name: 136 Broad LLC
DBA: Catch 22 Gratiot pub
Physical Location: 136 N Broad st Monroe GA 30655
Inside DDA (Downtown Development Authority) Boundary? Y or N
Mailing Address: 136 N Broad St Monroe GA 30655
Email: rchard@catch22gp.com
Business Phone: C- 678-458-2321

Ownership Type (select only one)

- ☐ Corporation
- ☒ LLC
- ☐ Sole Proprietor
- ☐ Partnership
- ☐ Non-profit

Business Owner Contact Information

Owner(s) Name: Richard Miley
Owner's Email: rchard@catch22gp.com Owner's Phone: 678 458 2321
Local / Emergency Contact: Bill Medaniel Phone: 678 900 5675
Property Owner's Name: Richard Miley Phone: 678 458 2321

Business Information

Business Description: Restaurant
Residential or Commercial? Commercial
NAICS Code (https://www.census.gov/naics): 722511
Start Date: 29 May 25
Federal Tax ID (EIN): 39-2389626
GA State & Use Tax: ~~sent~~ 309-065136 / 20308412056
GA Professional State License Number(s): no
Exempt from E-Verify?: yes
If no, list E-Verify Number

Reason for Application (select one)

- ☒ New Business
- ☐ Change of Ownership
- ☐ DBA Change
- ☐ Change of Address
- ☐ Change of Business Activity
- ☐ Short Term Rental

Gross Receipts: (Estimated from start of business to end of calendar year): 1 Sept 25 start $400k
OR **Number of Practitioners*:**

***Under O.C.G.A. 48-13-9(c)1-18 practitioners have the right to pay $400 per practitioner and practitioners are defined as Lawyers; Physicians; Osteopaths; Podiatrists; Dentists; Optometrists; Psychologists; Veterinarians; Landscape Architects; Land Surveyors; Practitioners of Physiotherapy; Public Accountants; Embalmers; Funeral Directors; Civil, Mechanical, Hydraulic, or Electrical Engineers; Architects; Marriage and Family Counselors; Social Works, and Professional Counselors.**

IF applying as a Non-Profit: Under O.C.G.A. § 48-13-13, nonprofit organizations are exempt from any occupation tax, regulatory fee, or administrative fee. If applying for an occupation tax certificate as a nonprofit, please provide proof of nonprofit status.

Number of Employees

1. Number of Full-Time Employees: 8
2. Number of Part-Time Employees: 10
3. On average, how many hours do ALL the part-time employees work in one week? 15-20

Full-Time Equivalent

A. Answer from #1 8
B. Answer from #3 divided by 40 = .5
C. Add lines A and B: 8.5

Questions

1. In the past five years have you been convicted of, or pled guilty or nolo contendere to any sexual offense as set out in O.C.G.A. § 16-6-1 et seq., or to any offense involving the lottery, illegal possession or sale of narcotics or alcoholic beverages or possession or receiving of stolen property? No
2. For Commercial Businesses, will a sign be installed on the building or property? (permit required) Yes

I, Richard Miley, do solemnly swear that the information on this application is true, correct to the best of my knowledge, training, and ability, and that no false or misleading statement is made herein to obtain a business occupational tax certificate. I understand that if I provide false or misleading information in this application, I may be subject to criminal prosecution and/or immediate revocation of my business occupational tax certificate issued as a result of this application. I understand that I must comply with any and all ordinances of the City of Monroe.

Signature	Print Name	Date
	Richard Miley	5 June 25

Subscribed and sworn before me this 5 day of June, 2025

Notary Public Signature and Seal: Heather Brookshire

HEATHER BROOKSHIRE NOTARY PUBLIC WALTON COUNTY, GA MY COMMISSION EXPIRES NOVEMBER 04 2027

Any false statement, misrepresentation of fact(s) or omission may be cause for criminal prosecution O.C.G.A. § 16-10-20

Control Number : 25105042

STATE OF GEORGIA

Secretary of State

Corporations Division
313 West Tower
2 Martin Luther King, Jr. Dr.
Atlanta, Georgia 30334-1530

CERTIFICATE OF ORGANIZATION

I, **Brad Raffensperger**, the Secretary of State and the Corporation Commissioner of the State of Georgia, hereby certify under the seal of my office that

136 Broad LLC
a Domestic Limited Liability Company

has been duly organized under the laws of the State of Georgia on **05/20/2025** by the filing of articles of organization in the Office of the Secretary of State and by the paying of fees as provided by Title 14 of the Official Code of Georgia Annotated.

WITNESS my hand and official seal in the City of Atlanta and the State of Georgia on **05/28/2025**.

Brad Raffensperger

Brad Raffensperger
Secretary of State

ARTICLES OF ORGANIZATION

Electronically Filed
Secretary of State
Filing Date: 5/20/2025 1:50:30 PM

BUSINESS INFORMATION

CONTROL NUMBER	25105042
BUSINESS NAME	136 Broad LLC
BUSINESS TYPE	Domestic Limited Liability Company
EFFECTIVE DATE	05/20/2025

PRINCIPAL OFFICE ADDRESS

ADDRESS	136 N. Broad Street, Monroe, GA, 30655, USA

REGISTERED AGENT

NAME	ADDRESS	COUNTY
Kevin Epps	1220 Langford Drive, 200-101, Watkinsville, GA, 30677, USA	Oconee

ORGANIZER(S)

NAME	TITLE	ADDRESS
Kevin Epps	ORGANIZER	1220 Langford Drive, 200-101, Watkinsville, GA, 30677, USA

OPTIONAL PROVISIONS

N/A

AUTHORIZER INFORMATION

AUTHORIZER SIGNATURE	Kevin Epps
AUTHORIZER TITLE	Attorney In Fact

City of Monroe—Alcoholic Beverage License Application

Please print or type application and answer all questions!
Do not leave any sections blank. If it does not apply mark sections N/A

ALCOHOLIC BEVERAGE LICENSE TYPES & FEES—CHECK ALL LICENSE TYPES YOU ARE APPLYING FOR

Consumption On Premise Licenses

- Beer & Wine:
  - X Restaurant Beer & Wine: Fee $1,000.00
  - _____ Non-profit Private Club Beer & Wine: Fee $1,000.00
  - _____ Special Event Facility Beer & Wine: Fee $1,000.00

- Distilled Spirits:
  - X Restaurant Distilled Spirits: Fee $3,000.00
  - _____ Non-profit Private Club Distilled Spirits: Fee $3,000.00
  - _____ Special Event Facility Distilled Spirits: Fee $3,000.00

- X Sunday Sales: NO FEE

Package Licenses

_____ Beer / Wine: Fee $2,000.00

_____ Hotel / Motel In-Room Service: Fee $250.00

_____ Growlers: Fee $2,000.00

_____ Brew-Pub: Fee $750.00

_____ Wine Shop: Fee $750.00

Manufacturer Licenses

_____ Distilleries or Micro-Distilleries: Fee $3,000.00

_____ Brewery or Micro-Breweries: Fee $1,000.00

Alcohol Beverage Caterer

_____ Alcohol Beverage Caterer Beer / Wine: Fee $1,000.00

_____ Alcohol Beverage Caterer Distilled Spirits: Fee $1,000.00

Wholesale Dealers

_____ Principal Place of Business in City Beer / Wine: Fee $1,500.00

_____ Principal Place of Business in City Distilled Spirits: Fee $2,000.00

Other Fees

_____ Annual registration for Special Event Facility: Fee $300.00

X First-time Application Administrative: Fee $250.00 *NON-REFUNDABLE*

Total Fees Submitted: $250 Application $4,000 when Approved

Application Information:

1. Full Name of Business: 136 Broad LLC

DBA: Catch 22 Gastropub

Is the business is a proprietorship, partnership, or corporation? Domestic or Foreign? LLC

2. Address: A) Physical: 136 N Broad st Monroe GA 30655

B) Mailing: Same

3. Phone: C-6784582321 Beginning Date of Business in City of Monroe 1 Sept 25

4. X New Business _____ Existing Business Purchase

***IF change in ownership, enclose a copy of the sales contract and closing statement.

5. Federal Tax ID Number 39-2389626 GA Sales Tax Number_____

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

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

Beer and Wine 100 Yards Yes _____ No X

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

7. Full name of Applicant Richard Miley

Full Name of Spouse, if Married Ashley Miley

Are you a Citizen of the United States or Alien Lawful Permanent Resident? Yes

Birthplace Covina CA

Current Address 115 Southbridge dr City Watkinsville St GA Zip 30677

Home Telephone C- 678-458-2321

Number of Years at present address 11

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

N/A

Number of years at previous address _____

8. If new business, date business will begin in Monroe 1 Sept 25

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

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

Previous applicant & D/B/A _____

9. What is the name of the person who, if the license is granted, will be the active manager of the business and on the job at the business? List address, occupation, phone number, and employer Richard Miley Owner/Chef 678 458 2321

115 Southbridge dr Watkinsville GA 30677

Catch 22 gastropub

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

contendere within ten (10) years immediately prior to the filing of this application for any felony or misdemeanor of any state or of the United States, or any municipal ordinance involving moral turpitude, illegal gambling or illegal possession or sale of controlled substances or the illegal possession or sale of alcoholic beverages to minors in a manner contrary to law, keeping a place of prostitution, pandering, pimping, public indecency, prostitution, solicitation of sodomy, or any sexually related crime. If yes, describe in detail and give dates. NO

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

12. Do you own the land and building on which this business is to be operated? YES

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

14. If operating as a corporation, state name and address of corporation, when and where incorporated, and the names and addresses of the officers and directors and the office held by each.
Richard Miley 100% 136 Broad LLC GA
Watkinsville GA

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

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

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

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

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

20. State whether or not applicant, partner, corporation officer, or stockholder holds any alcoholic beverage license in other jurisdiction or has ever applied for a license and been denied. (Submit full details) NO

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

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

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

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

24. Character References: (For the applicant)

1. Kevin Epps Attorney Kevin@Ehdhlaw.com
Name
1220 Langford Dr Buildings 200 Suite 101
Address
Watkinsville GA 30677 706-508-4000 C-706-340-6523
City State Zip Telephone

2. David Williams Attorney David@Ehdhlaw.com
Name
1220 Langford Dr Buildings 200 Suite 101
Address
Watkinsville GA 30677 706 508 4000 C-678-429-0353
City State Zip Telephone

3. Bill McDaniel (Thai Won On)
Name
129 N Wayne St
Address
Monroe GA 30655 C 678-900-5675
City State Zip Telephone

This the _____ day of _____ 20____.

_____ (Signature Applicant)

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

Richard Miley (Print Name)

Or: _____ (Signature of Corporate Officer)

_____ (Printed Name and Title of Corporate Officer)

Signed, sealed and delivered in the presence of: Heather Brookshire

Notary Public:

Executed: 6/5/25

HEATHER BROOKSHIRE NOTARY PUBLIC WALTON COUNTY, GA MY COMMISSION EXPIRES NOVEMBER 04 2027

OCCUPATIONAL TAX APPLICATION
CITY OF MONROE

PO Box 1249 - Monroe, GA 30655
770-207-4674 – hbrookshire@monroega.gov

Business Contact Information

Business Name: Broad 1312 LLC
DBA: Broad 1312 LLC
Physical Location: 1312 S Broad St. Monroe GA 30655
Inside DDA (Downtown Development Authority) Boundary? Y or N
Mailing Address: 1312 S Broad St. Monroe GA 30655
Email: Broad1312@gmail.com
Business Phone: 609-968-1671

Ownership Type (select only one)

- ☐ Corporation
- ☑ LLC
- ☐ Sole Proprietor
- ☐ Partnership
- ☐ Non-profit

Business Owner Contact Information

Owner(s) Name: Siraj Rashdi
Owner's Email: Broad1312@gmail.com Owner's Phone: 609-968-1671
Local Emergency Contact: Zohaib Mohammad Phone: 404-645-2757
Property Owner's Name: NKL Investments LLC Phone: 678-923-7860

Business Information

Business Description: Smoke Shop & Convenience Store
Residential or Commercial? Commercial
NAICS Code (https://www.census.gov/naics): 45991
Start Date: ~~06/15/25~~ 7/15/25
Federal Tax ID (FIN): 33-4805149
GA State & Use Tax: 309-073400
GA Professional State License Number(s):
Exempt from E-Verify?:
If no, list E-Verify Number

Reason for Application (select one)

- ☑ New Business
- ☐ Change of Ownership
- ☐ DBA Change
- ☐ Change of Address
- ☐ Change of Business Activity
- ☐ Short Term Rental

Gross Receipts: (Estimated from start of business to end of calendar year): 350,000
OR **Number of Practitioners***:

***Under O.C.G.A. 48-13-9(c)1-18 practitioners have the right to pay $400 per practitioner and practitioners are defined as Lawyers; Physicians; Osteopaths; Podiatrists; Dentists; Optometrists; Psychologists; Veterinarians; Landscape Architects; Land Surveyors; Practitioners of Physiotherapy; Public Accountants; Embalmers; Funeral Directors; Civil, Mechanical, Hydraulic, or Electrical Engineers; Architects; Marriage and Family Counselors; Social Works, and Professional Counselors.**

IF applying as a Non-Profit: Under O.C.G.A. § 48-13-13, nonprofit organizations are exempt from any occupation tax, regulatory fee, or administrative fee. If applying for an occupation tax certificate as a nonprofit, please provide proof of nonprofit status.

Number of Employees

1. Number of Full-Time Employees: 1
2. Number of Part-Time Employees: 1
3. On average, how many hours do ALL the part-time employees work in one week? 15-20

Full-Time Equivalent

A. Answer from #1: 1
B. Answer from #3 divided by 40: .025
C. Add lines A and B: 1.025

Questions

1. In the past five years have you been convicted of, or pled guilty or nolo contendere to any sexual offense as set out in O.C.G.A. § 16-6-1 et seq., or to any offense involving the lottery, illegal possession or sale of narcotics or alcoholic beverages or possession or receiving of stolen property? No
2. For Commercial Businesses, will a sign be installed on the building or property? (permit required) No

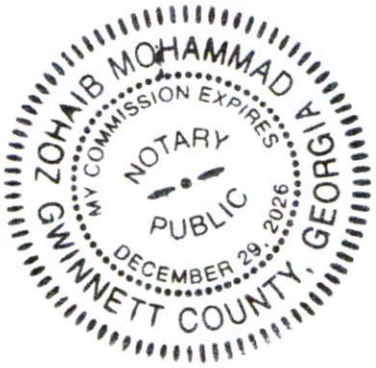
I, Siraj Rashdi, do solemnly swear that the information on this application is true, correct to the best of my knowledge, training, and ability, and that no false or misleading statement is made herein to obtain a business occupational tax certificate. I understand that if I provide false or misleading information in this application, I may be subject to criminal prosecution and/or immediate revocation of my business occupational tax certificate issued as a result of this application. I understand that I must comply with any and all ordinances of the City of Monroe.

Signature	Siraj Rashdi	05.29.25
	Print Name	Date

Subscribed and sworn before me this 29th day of May, 20 25

Notary Public Signature and Seal: Zohaib A [illegible]

Any false statement, misrepresentation of fact(s) or omission may be cause for criminal prosecution.
O.C.G.A. § 16-10-20



Control Number : 25078292

STATE OF GEORGIA

Secretary of State

Corporations Division
313 West Tower
2 Martin Luther King, Jr. Dr.
Atlanta, Georgia 30334-1530

CERTIFICATE OF ORGANIZATION

I, **Brad Raffensperger**, the Secretary of State and the Corporation Commissioner of the State of Georgia, hereby certify under the seal of my office that

Broad 1312 LLC
a **Domestic Limited Liability Company**

has been duly organized under the laws of the State of Georgia on **04/19/2025** by the filing of articles of organization in the Office of the Secretary of State and by the paying of fees as provided by Title 14 of the Official Code of Georgia Annotated.

WITNESS my hand and official seal in the City of Atlanta and the State of Georgia on **04/22/2025**.

Brad Raffensperger

Brad Raffensperger
Secretary of State

ARTICLES OF ORGANIZATION

Electronically Filed
Secretary of State
Filing Date: 4/19/2025 12:49:07 PM

BUSINESS INFORMATION

CONTROL NUMBER	25078292
BUSINESS NAME	Broad 1312 LLC
BUSINESS TYPE	Domestic Limited Liability Company
EFFECTIVE DATE	04/19/2025

PRINCIPAL OFFICE ADDRESS

ADDRESS	1312 South Broad Street, Monroe, GA, 30655, USA

REGISTERED AGENT

NAME	ADDRESS	COUNTY
Siraj Rashdi	1312 South Broad St., Monroe, GA, 30655, USA	Walton

ORGANIZER(S)

NAME	TITLE	ADDRESS
Siraj Rashdi	ORGANIZER	1312 South Broad St., Monroe, GA, 30655, USA

OPTIONAL PROVISIONS

N/A

AUTHORIZER INFORMATION

AUTHORIZER SIGNATURE	Siraj Rashdi
AUTHORIZER TITLE	Organizer

City of Monroe—Alcoholic Beverage License Application

Please print or type application and answer all questions!
Do not leave any sections blank. If it does not apply mark sections N/A

ALCOHOLIC BEVERAGE LICENSE TYPES & FEES—CHECK ALL LICENSE TYPES YOU ARE APPLYING FOR

Consumption On Premise Licenses

- Beer & Wine:
  - _____ Restaurant Beer & Wine: Fee $1,000.00
  - _____ Non-profit Private Club Beer & Wine: Fee $1,000.00
  - _____ Special Event Facility Beer & Wine: Fee $1,000.00
- Distilled Spirits:
  - _____ Restaurant Distilled Spirits: Fee $3,000.00
  - _____ Non-profit Private Club Distilled Spirits: Fee $3,000.00
  - _____ Special Event Facility Distilled Spirits: Fee $3,000.00
- _____ Sunday Sales: NO FEE

Package Licenses

✓ Beer / Wine: Fee $2,000.00

_____ Hotel / Motel In-Room Service: Fee $250.00

_____ Growlers: Fee $2,000.00

_____ Brew-Pub: Fee $750.00

_____ Wine Shop: Fee $750.00

Manufacturer Licenses

_____ Distilleries or Micro-Distilleries: Fee $3,000.00

_____ Brewery or Micro-Breweries: Fee $1,000.00

Alcohol Beverage Caterer

_____ Alcohol Beverage Caterer Beer / Wine: Fee $1,000.00

_____ Alcohol Beverage Caterer Distilled Spirits: Fee $1,000.00

Wholesale Dealers

_____ Principal Place of Business in City Beer / Wine: Fee $1,500.00

_____ Principal Place of Business in City Distilled Spirits: Fee $2,000.00

Other Fees

_____ Annual registration for Special Event Facility: Fee $300.00

_____ First-time Application Administrative: Fee $250.00 *NON-REFUNDABLE*

Total Fees Submitted:_____

Application Information:

1. Full Name of Business: Broad 1312 LLC

DBA:_____

Is the business is a proprietorship, partnership, or corporation? Domestic or Foreign?_____

Domestic

2. Address: A) Physical: 1312 S Broad St. Monroe GA 30655

B) Mailing: 1312 S Broad St. Monroe GA 30655

3. Phone: 609-968-1671 Beginning Date of Business in City of Monroe 06/15/25

4. ✓ New Business _____ Existing Business Purchase

***IF change in ownership, enclose a copy of the sales contract and closing statement.

5. Federal Tax ID Number 33-4805149 GA Sales Tax Number 309-073400

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

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

Beer and Wine 100 Yards Yes ✓ No _____

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

7. Full name of Applicant Siraj Rashdi

Full Name of Spouse, if Married Ayesha Rashdi

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

Birthplace Pakistan

Current Address 1624 Fort Perry Way City Dacula St GA Zip 30019

Home Telephone 609-968-1671

Number of Years at present address 5

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

_____

Number of years at previous address _____

8. If new business, date business will begin in Monroe 06/15/25

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

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

Previous applicant & D/B/A _____

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

Siraj Rashdi, Owner, 609-968-1671

_____

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

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

No

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

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

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

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

Broad 1312 LLC, Siraj Rashdi, 1312 S Broad St. Monroe GA 30655

Siraj Rashdi, 100% Owner

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

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

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

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

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

No

20. State whether or not applicant, partner, corporation officer, or stockholder holds any alcoholic beverage license in other jurisdiction or has ever applied for a license and been denied. (Submit full details) No

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

No

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

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

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

24. Character References: (For the applicant)

1. Zohaib Mohammad
   Name
   3639 Morgans Ridge Court
   Address
   Buford | GA | 30519 | 404-645-2757
   City | State | Zip | Telephone

2. Bilal Mohammad
   Name
   3639 Morgans Ridge Court
   Address
   Buford | GA | 30519 | 404-935-8556
   City | State | Zip | Telephone

3. Nadir Rashdi
   Name
   1624 Fort Perry Way
   Address
   Dacula | GA | 30019 | 609-533-0331
   City | State | Zip | Telephone

This the 29th day of May 2025.

Siraj Rashdi (Signature Applicant)

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

Siraj Rashdi (Print Name)

Or:_____(Signature of Corporate Officer)

_____(Printed Name and Title of Corporate Officer)

Signed, sealed and delivered in the presence of: Zohaib Mohammad

Notary Public:

Executed:

ZOHAIB MOHAMMAD
NOTARY PUBLIC
GWINNETT COUNTY, GEORGIA
MY COMMISSION EXPIRES
DECEMBER 29, 2026

To: City Council

From: Jeremiah Still, Streets & Transportation Director
Beth Thompson, Finance Director

Department: Streets & Transportation

Date: 07/08/25

Subject: Construction Agreement for TAP project

Budget Account/Project Name: SPLOST/TAP-Transportation Alternatives Program

Funding Source: SPLOST/Grant

Budget Allocation: $3,889,115.15

Budget Available:

Requested Expense: $3,889,119.15 **Company of Record:**

Description:
Staff recommends approval of the attached construction agreement with GDOT related to construction services of the TAP grant project PI 0016630.

Background:
Council approved the low bid $3,879,119.25 for the construction phase of the TAP project to Ohmshiv Construction LLC. This agreement will cover the costs associated with the construction for the transportation project on North Broad Street, East Highland Avenue & North Lumpkin Street of $10,000 to GDOT and $3,879,115.25 to Ohmshiv Construction LLC.

Attachment(s):
GDOT agreement

Russell R. McMurry, P.E., Commissioner
One Georgia Center
600 West Peachtree Street, NW
Atlanta, GA 30308
(404) 631-1000 Main Office

June 20, 2025

Honorable John Howard
City of Monroe
215 North Broad Street
Monroe, GA 30655-1843

ATTN: Jeremiah Still, Director of Streets & Transportation

Subject: **Construction Agreement for Execution**
P.I. 0016630, Walton County
SR 11; Highland Ave & N Lumpkin St @ 3 Locs in Monroe

Dear Honorable John Howard,

The Department accepts the recommendation from City of Monroe to award Ohmshiv Construction, LLC the contract for construction services concerning the above referenced project. In addition, the Department is requesting that City of Monroe submit payment for Construction Oversight activities that will be used to fund GDOT staff man-hours and any other associated expenses incurred by any GDOT employee. The estimated amount for the GDOT Construction Oversight is $10,000.00. Please send payment in the amount of $2,000.00 made out to the Georgia Department of Transportation as follows and include the above P.I. No. on the transaction:

For payments made by check:
Georgia Department of Transportation
P.O. Box 932764
Atlanta, GA 31193-2764

For payments made by ACH:
Bank Routing (ABA) # 121000248
Account # 29794840000000007

Please review the attached agreement and if satisfactory, execute the agreement within the Contract Authorization Tracking System (CATS) using the DocuSign® electronic signature system. Once the Department has received the check and other required obligations are met, a Notice to Proceed to Construction will be issued.

Should you have any questions or concerns, please contact the Department's Project Manager, Michael Lawing, at 678-728-9056.

Sincerely,

Kimberly W. Nesbitt
State Program Delivery Administrator

KWN:CCV:MSL:MSL
Attachments

Cc: General Accounting, ARBillings@dot.ga.gov
Jason Dykes, District 1 Engineer
Derek Fusco, District 1 Construction Manager

CONSTRUCTION AGREEMENT
Between
GEORGIA DEPARTMENT OF TRANSPORTATION
and
CITY OF MONROE

Please indicate which Catalog of Federal Domestic Assistance Number (CFDA) applies to this agreement (Check only one):

☒ CFDA # 20.205 - Highway Planning and Construction
☐ CFDA # 20.219 - Recreational Trails Program

This Construction Agreement ("Agreement"), made and entered into this _____ (the "Effective Date"), by and between the GEORGIA DEPARTMENT OF TRANSPORTATION, an agency of the State of Georgia, hereinafter called the "DEPARTMENT", and CITY OF MONROE, GEORGIA, acting by and through its Mayor and City Council hereinafter called the "SPONSOR" (the "Agreement"). The DEPARTMENT and SPONSOR may sometimes be referred to individually as the "PARTY" and collectively as the "PARTIES".

WHEREAS, the SPONSOR has been approved by the DEPARTMENT to carry out a Federal-aid project which consists of the construction of project, which has been assigned the following GDOT project identification number (P.I. #), P.I. #0016630, hereinafter referred to as the "PROJECT"; and

WHEREAS, the DEPARTMENT is authorized to receive federal funding for Projects for Georgia pursuant to provisions of 23 U.S.C. Section 133(b)(8); and

WHEREAS, the PROJECT is expected to positively impact the quality of transportation in the State of Georgia; and

WHEREAS, the DEPARTMENT desires to participate with the SPONSOR in the implementation of the PROJECT; and

WHEREAS, the SPONSOR has represented to the DEPARTMENT that it has the authority to receive and expend federal funds for the purpose of this PROJECT and is qualified and experienced to provide such services necessary for the construction of the PROJECT and the DEPARTMENT has relied upon such representations; and

WHEREAS, under Section 32-2-2(a)(7) of the Official Code of Georgia Annotated ("O.C.G.A."), the DEPARTMENT is authorized to participate in such an undertaking:

NOW, THEREFORE, in consideration of the mutual promises and covenant contained herein, it is agreed by and between the DEPARTMENT and the SPONSOR THAT:

ARTICLE I
SCOPE AND PROCEDURE

The SCOPE AND PROCEDURE for this PROJECT shall construct streetscape improvements in the downtown area along State Route 11/North Broad Street, East Highland Avenue & North Lumpkin Street, as set forth in Exhibit A, WORK PLAN. The PROJECT is further defined by the PROJECT estimate sheets ("PROJECT PLANS"), which are on file with the DEPARTMENT and the SPONSOR and are incorporated by reference as if fully set forth herein.

The SPONSOR shall be responsible for assuring that the PROJECT will be conducted in an economically feasible manner and based upon sound engineering principles, meet American Association of State Highway and Transportation Officials ("AASHTO") Guidelines and will be sensitive to ecological, environmental and archaeological issues.

The WORK PLAN sets out the scope of work for the PROJECT. It is understood and agreed that the DEPARTMENT shall participate only in the PROJECT as specified in Exhibit A, WORK PLAN.

The SPONSOR shall work with the DEPARTMENT District 1, who will advise the SPONSOR on the WORK PLAN and provide guidance during implementation of the PROJECT.

During the development of the PROJECT the SPONSOR has taken into consideration, as applicable, the DEPARTMENT'S Standard Specifications - Construction of Transportation Systems (current edition), AASHTO guidelines; Federal Highway Administration("FHWA") guidelines; compliance with the U.S. Secretary of the Interior "Standards and Guidelines, Archaeology and Historic Preservation"; compliance with Section 106 of the National Historic Preservation Act of 1966 and with Section 4(f) of the US DOT Act of 1966; compliance with the Archaeology and Historic Preservation Act of 1974; compliance with the Archaeological Resources Protection Act of 1979 and with the Native American Graves Protection and Repatriation Act, the Georgia Abandoned Cemeteries and Burial Grounds Act of 1991; compliance with the DEPARTMENT's Scenic Byways Designation and Management Program, and with the American Society of Landscape Architect Guidelines; compliance with the Outdoor Advertising Requirements as outlined in the Official Code of Georgia Annotated, Section 32-6-70 et.seq. and other standards and guidelines as may be applicable to the PROJECT.

The SPONSOR has acquired rights of way, if required, and related services for the PROJECT in accordance with State and Federal laws, DEPARTMENT's Right of Way Manual, Federal Regulations and particularly Title 23 and 49 of the Code of Federal Regulations ("CFR"), as amended. The SPONSOR further acknowledges that no acquisition of rights of way occurred until all applicable archaeological, environmental and historical preservation clearances were approved.

The SPONSOR shall be solely responsible for construction of the PROJECT and the procurement of and execution of all applicable agreement(s) required to provide for any and all construction services required to construct the

PROJECT. Construction shall be accomplished in accordance with the terms and conditions set forth in this Agreement, 23 CFR Chapter 1 (*specifically see also 23 CFR §1.9 (Limitation on Federal Participation) and §1.27 (Maintenance)*), 23 CFR Part 645 Subparts A and B (*Utilities*), as well as Section 101 of Title 23 of the United States Code ("U.S.C.") (*Definitions-Construction*) and 23 U.S.C. *§*116 (*Maintenance*), the DEPARTMENT's Locally Administered Projects ("LAP") Manual, and all applicable design guidelines and policies of the DEPARTMENT in order to produce a cost-effective PROJECT. Failure to follow all applicable guidelines and policies will jeopardize the reimbursement of federal funds in some or all categories outlined in this Agreement, and it shall be the responsibility of the SPONSOR for any loss of funding.

In accordance with the BUY AMERICA requirements of the Federal regulations (23 U.S.C. § 313 and 23 CFR § 635.410), the SPONSOR will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured goods produced outside the United States to be used for any project for which funds are provided hereunder. The SPONSOR will include a provision implementing Buy America in every contract. Further, the SPONSOR must also comply with the requirements under the BUILD AMERICA, BUY AMERICA ACT (Public Law 117-58, §§ 70901-52), which extends coverage of BUY AMERICA to include construction materials used for this PROJECT. Concurrently with execution of this Agreement, the SPONSOR shall complete and submit Certificates of Compliance with BUY AMERICA and BUILD AMERICA, BUY AMERICA, each attached hereto as Exhibits F and G.

The SPONSOR shall ensure that all contracts as well as any subcontracts for the construction of the PROJECT shall comply with the Federal and State legal requirements imposed on the DEPARTMENT and any amendments thereto. The SPONSOR is required and does agree to abide by those provisions governing the DEPARTMENT's authority to contract, specifically, but not limited to Sections 32-2-60 through 32-2-77 of the Official Code of Georgia Annotated; the DEPARTMENT's Rules and Regulations governing the Prequalification of Prospective Bidders, Chapter 672-5; the DEPARTMENT's Standard Specifications - Construction of Transportation Systems (current edition); and, any Supplemental Specifications and Special Provisions as applicable for the PROJECT.

The SPONSOR further agrees to comply with and shall require the compliance and physical incorporation of Federal Form FHWA-1273 into all contracts or subcontracts for construction, which is attached hereto as Exhibit D, REQUIRED CONTRACT PROVISIONS, FEDERAL-AID CONSTRUCTION CONTRACTS.

The SPONSOR shall be solely responsible for letting the PROJECT to construction, for the execution of all applicable agreements, and for securing and awarding the construction contract for the PROJECT.

The work shall be procured by the SPONSOR and subcontracted through the appropriate procurement process to a private contractor or government entity as may be appropriate. If the work is performed by a private contractor, the SPONSOR is responsible for preparing the bid contract documents and letting the work out for bid in accordance with the express limitations provided in

this Agreement, the DEPARTMENT's LAP Manual or any other applicable provisions of State law. Upon opening bids, the SPONSOR shall award the PROJECT to the lowest reliable bidder. The SPONSOR shall follow the requirements of the DEPARTMENT's LAP Manual and remain LAP certified during the term of this Agreement.

Prior to award of the PROJECT, the SPONSOR shall submit to the DEPARTMENT a bid tabulation and the SPONSOR's recommendation for awarding the PROJECT. The DEPARTMENT will review the information focusing on budget proposals and issue a written recommendation to award or reject the bids. If a recommendation to award is given by the DEPARTMENT, the DEPARTMENT shall issue a written "Notice to Proceed" to construction. No work shall begin until this Notice to Proceed has been issued to the SPONSOR.

The SPONSOR will be responsible for performing the construction, inspection, supervision and documentation. At the discretion of the DEPARTMENT, spot inspection and material testing will be performed by the DEPARTMENT when deemed necessary by the DEPARTMENT and pursuant to the LAP Manual.

ARTICLE II
COVENANTS AGAINST CONTINGENT FEES

The SPONSOR shall comply with all relevant requirements of Federal, State and local laws including but not limited to those applicable requirements as outlined in Exhibit D, REQUIRED CONTRACT PROVISIONS, FEDERAL-AID CONSTRUCTION CONTRACTS. The SPONSOR warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the SPONSOR, to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the SPONSOR, any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the DEPARTMENT shall have the right to terminate this Agreement without liability, or, in its discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

ARTICLE III
REVIEW OF WORK

Authorized representatives of the DEPARTMENT and the FHWA, may at all reasonable times review and inspect the activities and data collected under the terms of this Agreement and amendments thereto, including but not limited to, all reports, drawings, studies, specifications, estimates, maps, and computations, prepared by or for the SPONSOR. The DEPARTMENT reserves the right for reviews and acceptance on the part of effected public agencies, railroads and utilities insofar as the interest of each is concerned.

Acceptance shall not relieve the SPONSOR of its obligation to correct, at its expense, any of its errors in the work. The DEPARTMENT's review

recommendations shall be incorporated into the work activities of the SPONSOR.

ARTICLE IV
TIME OF PERFORMANCE

TIME IS OF THE ESSENCE IN THIS AGREEMENT. The SPONSOR shall perform its responsibilities for the PROJECT, commencing on receipt of written "Notice to Proceed" from the DEPARTMENT, and shall complete the PROJECT no later than 780 calendar days after receipt of the written “Notice to Proceed” (based on the construction time). The work shall be carried on in accordance with the schedule attached to this Agreement as Exhibit B, WORK SCHEDULE, with the understanding of the PARTIES that unforeseen events may make necessary some minor variations in that schedule.

The work shall be carried on expeditiously, it being understood, however, that this Agreement may be extended or continued in force by mutual consent of the PARTIES and evidenced by a written amendment thereto.

ARTICLE V
RESPONSIBILITY FOR CLAIMS AND LIABILITY

To the extent permitted by law, the SPONSOR shall be responsible for any and all damages to property or persons and shall save harmless the DEPARTMENT, its officers, agents and employees from all suits, claims, actions or damages of any nature whatsoever resulting from the negligence of the SPONSOR in the performance of the work under this Agreement.

It is understood by the SPONSOR that claims, damages, losses, and expenses may include monetary claims made by the construction contractor for the PROJECT, and its related facilities, that are a result of the SPONSOR's negligence or improper representation in the plans.

The SPONSOR shall ensure that the provisions of this Article V are included in all contracts and subcontracts.

These indemnities shall not be limited by reason of any insurance coverage held by the SPONSOR or the SPONSOR's contractors or subcontractors.

ARTICLE VI
INSURANCE

The SPONSOR shall provide insurance under this Agreement as follows:

1. It is understood that the SPONSOR (complete the applicable statement):
☒ shall, obtain coverage from SPONSOR’s private insurance company or cause SPONSOR’s consultant/contractor to obtain coverage

OR

☐ is self-insured.

Prior to beginning work, the SPONSOR shall furnish to the DEPARTMENT, a copy of the certificates and the endorsement page for the minimum amounts of insurance indicated below in this Article VI of the Agreement.

2. The SPONSOR shall list the "State of Georgia, its officers, employees and agents, GDOT, 600 W Peachtree St NW, Atlanta, Georgia 30308" as the certificate holder and as an additional insured. The policy shall protect the SPONSOR and the Georgia Department of Transportation (as an additional insured) from any claims for bodily injury, property damage, or personal injury covered by the indemnification obligations set forth herein throughout the duration of the Agreement.

3. Minimum Amounts. The following minimum amount of insurance from insurers rated at least A- by A. M. Best's and registered to do business in the State of Georgia:

a) Commercial General Liability Insurance of at least $1,000,000 per occurrence $3,000,000 aggregate, including Automobile Comprehensive Liability Coverage with bodily injury in the minimum amount of $1,000,000 combined single limits each occurrence. DEPARTMENT shall be named as an additional insured and a copy of the policy endorsement shall be provided with the insurance certificate.

b) Workers Compensation Insurance in accordance with the laws of the State of Georgia.

4. The above-listed insurance coverages shall be maintained in full force and effect for the entire term of the Agreement.

5. The insurance certificate must provide the following:
a) Name, address, signature and telephone number of authorized agents.
b) Name and address of insured.
c) Name of Insurance Company.
d) Description of coverage in standard terminology.
e) Policy number, policy period and limits of liability.
f) Name and address of State Agency as certificate holder.
g) Thirty (30) day written notice of cancellation.
h) Details of any special policy exclusions.

6. Waiver of Subrogation. There is no waiver of subrogation rights by either PARTY with respect to insurance.

7. If and to the extent such damage or loss (including costs and expenses) as covered by this indemnification set forth herein is paid by the State Tort Claims Trust Fund, the State Authority Liability Trust Fund, the State Employee Broad Form Liability Fund, the State Insurance and Hazard Reserve Fund, and other self-insured funds established and maintained by the State of Georgia Department of Administrative Services Risk Management Division or

any successor agency (all such funds hereinafter collectively referred to as the "Funds"), in satisfaction of any liability, whether established by judgment or settlement, SPONSOR and its consultant/contractor agrees to reimburse the Funds for such monies paid out by the Funds.

ARTICLE VII
COMPENSATION AND PAYMENT

It is agreed that the compensation hereinafter specified includes both direct and indirect costs chargeable to the PROJECT under generally accepted accounting principles and as allowed in the Federal Acquisition Regulations ("FAR") Subpart 31.6 and not prohibited by the laws of the State of Georgia.

It is understood and agreed that the total estimated construction cost of the PROJECT as outlined in this Article VII and as shown in Exhibit C, BUDGET ESTIMATE, is Three million, Eight Hundred Eighty-Nine Thousand, One Hundred Nineteen dollars and Fifteen cents ($3,889,119.15).

It is agreed that the total maximum reimbursable amount the DEPARTMENT will pay is Three million, One Hundred Eleven Thousand, Two Hundred Ninety-Five dollars and Thirty-two cents ($3,111,295.32), which is the DEPARTMENT'S maximum obligation. The DEPARTMENT will reimburse at 100 percent (100%) up to the total maximum reimbursable amount.

The SPONSOR shall be solely responsible for any and all amounts in excess of the total maximum reimbursable amount for the PROJECT.

It is understood and agreed that nothing in the foregoing shall prevent an adjustment of the estimate of the PROJECT costs, provided that the DEPARTMENT's maximum obligation under this Agreement is not exceeded and that the original intent of the PROJECT is not substantially altered from the approved PROJECT. In order to adjust said budget estimate, it is also understood that the SPONSOR shall request any and all budget changes in writing and that the DEPARTMENT shall approve or disapprove the requested budget estimate change in writing.

The SPONSOR shall submit to the DEPARTMENT monthly reports of the PROJECT's progress to include a report on what was accomplished during the month, anticipated work to be done during the next month and any problems encountered or anticipated. Payment on account of the above fee will be made monthly on the basis of calendar months, in proportion to the percentage of the work completed for each phase of work. Payments shall be made after approval of a certified voucher from the SPONSOR. Upon the basis of its review of such vouchers, the DEPARTMENT shall, at the request of the SPONSOR, make payment to the SPONSOR as the work progresses, but not more often than once a month. Should the work for the PROJECT begin within any one month, the first voucher shall cover the partial period from the beginning date of the work through the last date of the month in which it began. The vouchers shall be numbered consecutively and subsequent vouchers submitted each month until the work is completed. Payment will be made in the amount of sums

earned less previous partial payments. The final invoice shall reflect the actual cost of work accomplished by the SPONSOR under the terms of this Agreement, and shall be the basis for final payment.

No expense for travel shall be an allowable expense for the SPONSOR under this Agreement unless such travel is listed in the approved PROJECT budget submitted by the SPONSOR to the DEPARTMENT. In addition, budgeted costs for travel shall be limited to the amount included in the approved PROJECT budget, unless prior DEPARTMENT approval is obtained for increasing such amount.

Should the work under this Agreement be terminated by the DEPARTMENT, pursuant to the provisions of Article XIV, the SPONSOR shall be paid based upon the percentage of work completed at the point of termination, notwithstanding any just claims by the SPONSOR.

ARTICLE VIII
FINAL PAYMENT

IT IS FURTHER AGREED that upon completion of the work by the SPONSOR and acceptance by the DEPARTMENT of the work, including the receipt of any final written submission by the SPONSOR and a final statement of costs, the DEPARTMENT shall pay to the SPONSOR a sum equal to one hundred percent (100%) of the total compensation as set forth in all approved invoices, less the total of all previous partial payments, paid or in the process of payment.

The SPONSOR agrees that acceptance of this final payment shall be in full and final settlement of all claims arising against the DEPARTMENT for work done, materials furnished, costs incurred, or otherwise arising out of this Agreement and shall release the DEPARTMENT from any and all further claims of whatever nature, whether known or unknown, for and on account of said Agreement, and for any and all work done, and labor and materials furnished, in connection with the same.

The SPONSOR will allow examination and verification of costs by the DEPARTMENT's representatives before final payment is made, in accordance with the provisions of Article XII, herein. If the DEPARTMENT'S examination of the contract cost records, as provided for in Article XII, results in unallowable expenses, the SPONSOR shall immediately be responsible for reimbursing the DEPARTMENT the full amount of such disallowed expenses.

ARTICLE IX
CONTINGENT INTEREST

The DEPARTMENT shall retain a contingent interest in the PROJECT for as long as there continues a Federal interest in the PROJECT as determined by the DEPARTMENT's calculation of the economic life of the PROJECT. Based on the scope of work, as set forth in Exhibit A, WORK PLAN, the DEPARTMENT has determined the economic life of the PROJECT to be five years from the date of the PROJECT Final Acceptance.

ARTICLE X
RIGHT OF FIRST REFUSAL

A determination by the SPONSOR to sell or dispose of the PROJECT shall entitle the DEPARTMENT to the right of first refusal to purchase or lease the PROJECT at net liquidation value. Such right of first refusal shall be retained for as long as the DEPARTMENT holds a contingent interest in the PROJECT pursuant to Article IX of this Agreement.

Should the DEPARTMENT elect to purchase or lease the PROJECT at any time after completion of the PROJECT no compensation shall be provided for the value added as a result of the PROJECT.

ARTICLE XI
SUBSTANTIAL CHANGES

No material changes in the scope, character, complexity, cost, or duration of the PROJECT from those required under the Agreement shall be allowed without the execution of a Supplemental Agreement between the DEPARTMENT and SPONSOR.

Minor changes in the work which do not involve increased compensation, extensions of time, or changes in the goals and objectives of the PROJECT, may be made by written notification of such change by either PARTY with written approval by the other PARTY.

ARTICLE XII
MAINTENANCE OF CONTRACT COST RECORDS

The SPONSOR shall maintain all books, documents, papers, accounting records, and other evidence pertaining to costs incurred on the PROJECT and used in support of its or its subcontractor’s proposal. The SPONSOR shall notify the DEPARTMENT where such records and documents are kept. The SPONSOR shall make all such materials available for inspection by the DEPARTMENT, its authorized representative(s), and any reviewing agencies at all reasonable times during the period of the Agreement, and for three years from the date of final payment under the Agreement, at no cost to the DEPARTMENT. The SPONSOR shall furnish copies thereof upon request. The SPONSOR agrees that the provisions of this Article XII shall be included in any Agreement it may make with any subcontractor, assignee, or transferee.

An Audit of the Agreement shall be provided by the SPONSOR. The audit shall be conducted by an independent accountant or accounting firm in accordance with audit requirements, 49 CFR 18.26 and OMB Circular 128 or any revision or supplement thereto. PROJECT costs shall be documented within the OMB Circular 128 audit. An audit shall be submitted to the DEPARTMENT in a timely manner in each of the SPONSOR's fiscal years for the period of the Agreement.

ARTICLE XIII
SUBLETTING, ASSIGNMENT, OR TRANSFER

It is understood by the PARTIES to this Agreement that the work of the SPONSOR is considered personal by the DEPARTMENT. The SPONSOR agrees not to assign, sublet, or transfer any or all of its interest in this Agreement without prior written approval of the DEPARTMENT.

The DEPARTMENT reserves the right to review all subcontracts prepared in connection with the Agreement, and the SPONSOR agrees that it shall submit to the DEPARTMENT proposed subcontract documents together with sub-contractor cost estimates for the DEPARTMENT's review and written concurrence in advance of their execution.

All subcontracts in the amount of $10,000.00 or more shall include the provisions set forth in this Agreement.

ARTICLE XIV
TERMINATION

The DEPARTMENT reserves the right to terminate this Agreement at any time for just cause, or for any cause upon 30 days written notice to the SPONSOR, notwithstanding any just claims by the SPONSOR for payment of services rendered prior to the date of termination.

It is understood by the PARTIES hereto that should the DEPARTMENT terminate this Agreement prior to the completion of an element of work the SPONSOR shall be reimbursed for such work element based upon the percentage of work completed up to and including the date of termination set forth in the notice.

Failure to meet the time set for completion of an approved work authorization, may be considered just cause for termination of the Agreement.

ARTICLE XV
OWNERSHIP OF DOCUMENTS

The SPONSOR agrees that all reports, drawings, studies, specifications, survey notes, estimates, maps, computations, computer files and other data, prepared by or for it under the terms of this Agreement shall remain the property of the SPONSOR upon termination or completion of the work. The DEPARTMENT shall have the right to use and modify the same without restriction or limitation and without additional compensation to the SPONSOR other than that provided for in this Agreement.

ARTICLE XVI
CONTRACT DISPUTES

This Agreement shall be deemed to have been executed in Fulton County, Georgia, and all questions of interpretation and construction shall be governed by the laws of the State of Georgia.

ARTICLE XVII
COMPLIANCE WITH APPLICABLE LAWS

1. The undersigned, on behalf of the SPONSOR, certifies that the provisions of Section 45-10-20 through 45-10-28 of the Official Code of Georgia Annotated relating to Conflict of Interest and State employees and officials trading with the State have been complied with in full.

2. The SPONSOR acknowledges and agrees that it shall comply and shall require its subcontractors to comply with the regulations for COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, as amended, and 23 CFR 200, as stated in Exhibit E of this Agreement.

3. The undersigned, on behalf of the SPONSOR, certifies that the provisions of Section 50- 24-1 through 50-24-6 of the Official Code of Georgia Annotated relating to the "Drug-Free Workplace Act" have been complied with in full, as stated in Appendix A of this Agreement.

4. The SPONSOR acknowledges and agrees that it shall subcontract a minimum of eleven percent (11%) of the total amount of PROJECT funds to Disadvantaged Business Enterprise (DBE) as defined and provided for under the Federal Rules and Regulations 49 CFR parts 23 and 26. The SPONSOR shall ensure that DBE firms are certified with the DEPARTMENT's Equal Employment Opportunity Office. The SPONSOR shall submit to the DEPARTMENT for its review and concurrence, a copy of the proposed subcontract including the name of the DBE subcontractor.

5. The SPONSOR acknowledges and agrees that it shall comply and shall require its subcontractors to comply with all applicable requirements of the American with Disabilities Act of 1990 (ADA), 42 U.S.C. 12101 et.seq. and 49 U.S.C. 322; Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 791; and regulations and amendments thereto.

6. The SPONSOR acknowledges and agrees that it shall comply, and shall require its contractors and subcontractors to comply, with all applicable requirements of the Davis-Bacon Act of 1931, 40 U.S.C. 276(a); as prescribed by 23 U.S.C. 113, for Federal-aid highway projects, except roadways classified as local roads or rural minor collectors.

7. The SPONSOR has read and understands the regulations for State Audit Requirement as stated in Appendix B (“Certification of Compliances”) of this Agreement and will comply in full with said provisions of O.C.G.A. Section 36-81-7.

8. By execution of this Agreement, the undersigned certifies on behalf of the SPONSOR under penalty of law that the SPONSOR is in compliance with the service delivery strategy law (O.C.G.A. Sections 36-70-1 *et seq.)* as stated in Appendix B (“Certification of Compliances”) and is not debarred from receiving financial assistance from the State of Georgia.

9. The SPONSOR acknowledges and agrees that it shall comply, and shall require its contractors and subcontractors to comply, with Title 25, Section 9 of the Official Code of Georgia Annotated, Georgia Utility Facility Protection Act, CALL BEFORE YOU DIG 1-800-282-7411.

10. The SPONSOR acknowledges and agrees that it shall require its contractors and subcontractors to comply with the State of Georgia's Sexual Harassment Prevention Compliance Policy, as stated in Appendix D of this Agreement.

11. Pursuant to Section 13-10-91 of the Official Code of Georgia Annotated, the SPONSOR and all contractors and subcontractors performing work under this Agreement are, and shall be at all times, in compliance with the Federal Work Authorization Program. Prime contractors and subcontractors may participate in any of the electronic verification work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United State Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 ("IRCA"), Appendix E ("Georgia Security and Immigration Compliance Act Affidavit").

12. The SPONSOR acknowledges and agrees that it is, and shall at all times be, in compliance with O.C.G.A. § 50-36-4(b), O.C.G.A. § 35-1-17 *et seq.*, and O.C.G.A. § 36-80-23(b) relating "Annual Immigration Reporting Requirements/No Sanctuary Policy/Federal Law Enforcement Cooperation" as stated in Appendix E of this Agreement.

13. The SPONSOR acknowledges and agrees that by signing and submitting this Agreement and pursuant to Section 50-5-85 of the Official Code of Georgia Annotated, SPONSOR hereby certifies that is not currently engaged in, and agrees that for the duration of this contract, it will not engage in a boycott of Israel.

14. The SPONSOR acknowledges and agrees that failure to complete appropriate certifications or the submission of a false certification shall result in the termination of this Agreement pursuant to the provisions of Article XIV.

15. The covenants herein contained shall, except as otherwise provided, accrue to the benefit of and be binding upon the successors and assigns of the PARTIES hereto.

ARTICLE XVIII
MISCELLANEOUS

1. NOTICE. The telephone numbers, contact persons, and mailing addresses listed below for the DEPARTMENT's and the SPONSOR's representatives may be changed during the term of this Agreement by written notification to the other PARTY. Notices given pursuant to this Agreement shall be in writing and shall be to the DEPARTMENT or SPONSOR by delivering them in person, via email, or by depositing it in the U.S. mail postage prepaid, addressed to the PARTIES as follows:

On behalf of the DEPARTMENT:	**On behalf of the SPONSOR:**
Georgia Department of Transportation	City of Monroe
Attn: Kimberly Nesbitt	Attn: Jeremiah Still
Title: State Program Delivery Administrator	Title: Dir, Streets & Transportation
Address: 600 West Peachtree St NW	Address: 215 N. Broad Street
25th Floor, Atlanta GA 30308	Monroe, GA 30655-1843
Telephone #: 404-631-1575	Telephone #: 770-267-3429
E-mail: knesbitt@dot.ga.gov	Email: jstill@monroega.gov

In the event that any of the above identified individuals are no longer serving at their identified position, any notices, requests, demands and other communications shall be sent to the current individual in the position. In the event that any of the above identified positions no longer exist, any notices, requests, demands and other communications shall be sent to an equivalent position within the PARTY, as identified by the PARTY

2. ASSIGNMENT. Except as herein provided, the PARTIES hereto will not transfer or assign all or any of their rights, titles or interests hereunder or delegate any of their duties or obligations hereunder without the prior written consent of the other PARTY, which consent will not be unreasonably withheld.

3. NONWAIVER. No failure of either PARTY to exercise any right or power given to such PARTY under this Agreement, or to insist upon strict compliance by the other PARTY with the provisions of this Agreement, and no custom or practice of either PARTY at variance with the terms and conditions of this Agreement, will constitute a waiver of either PARTY 's right to demand exact and strict compliance by the other PARTY with the terms and conditions of this Agreement.

4. NO THIRD PARTY BENEFICIARIES. Nothing contained herein shall be construed as conferring upon or giving to any person, other than the PARTIES hereto, any rights or benefits under or by reason of this Agreement. This Agreement is made and entered into for the sole protection and benefit of the DEPARTMENT, and their respective successors, executors, administrators, and assigns. No other persons, firms, entities, or PARTIES shall have any rights, or standing to assert any rights, under this Agreement in any manner.

5. SOVEREIGN IMMUNITY. Notwithstanding any other provision of this Agreement to the contrary, no term or condition of this Agreement shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protection, or other provisions under the Georgia Constitution.

6. CONTINUITY. Each of the provisions of this Agreement will be binding upon and inure to the benefit and detriment of the PARTIES and the successors and assigns of the PARTIES.

7. WHEREAS CLAUSE AND EXHIBITS. The Whereas Clauses and Exhibits hereto are a part of this Agreement and are incorporated by reference.

8. SEVERABILITY. If any one or more of the provisions contained herein are for any reason held by any court of competent jurisdiction to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision hereof, and this Agreement will be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

9. INTERPRETATION. Should any provision of this Agreement require judicial interpretation, it is agreed that the court interpreting or construing the same shall not apply a presumption that the terms hereof shall be more strictly construed against one PARTY by reason of the rule of construction that a document is to be construed more strictly against the PARTY who itself or through its agent prepared the same, it being agreed that the agents of all PARTIES have participated in the preparation hereof.

10. EXECUTION. Each of the individuals executing this Agreement represents that they are authorized to execute this Agreement on behalf of their respective entities.

11. COUNTERPARTS. This Agreement may be executed and delivered in counterparts, and if so executed, shall become effective when a counterpart has been executed and delivered by all PARTIES hereto. All counterparts taken together shall constitute one and the same Agreement and shall be fully enforceable as such. Delivery of counterparts via facsimile transmission or via email with scanned attachment shall be effective as if originals thereof were delivered.

12. ENTIRE AGREEMENT. This Agreement supersedes all prior negotiations, discussion, statements and agreements between the PARTIES and constitutes the full, complete and entire agreement between the PARTIES with respect hereto; no member, officer, employee or agent of either PARTY has authority to make, or has made, any statement, agreement, representation or contemporaneous agreement, oral or written, in connection herewith, amending, supplementing, modifying, adding to, deleting from, or changing the terms and conditions of this Agreement. No modification of or amendment to this Agreement will be binding on either PARTY hereto unless such modification or amendment will be properly authorized, in writing, properly signed by both PARTIES and incorporated by reference made a part hereof.

13. ON-THE-JOB TRAINING (OJT) REQUIREMENTS. This PROJECT may contain an OJT requirement. As such, the SPONSOR shall comply, and require its contractors and subcontractors to comply, with all requirements of 23 CFR 230.111, the DEPARTMENT's OJT Policy and On-the-Job Training Program Manual, and all related amendments thereto. This PROJECT has a specified OJT goal of zero (0) hours.

IN WITNESS WHEREOF, said PARTIES have hereunto set their hands and affixed their seals the day and year above first written.

GEORGIA DEPARTMENT OF TRANSPORTATION

By:_____
Commissioner

Attest:

_____
Treasurer

CITY OF MONROE, GEORGIA

By:_____ (Seal)
Mayor
Name: John Howard

Signed, sealed and delivered
This _____,
in the presence of:

_____
Notary Public (Notary Seal)
Name: Kaitlyn Stubbs
Title: Executive Admin Assistant

This Agreement, approved by
CITY OF MONROE, on _____, 20___.

Attest:

_____
Beth Thompson, Finance Director

58-6000626_____
Federal Employer Identification Number

EXHIBITS

Exhibit A	Work Plan
Exhibit B	Work Schedule
Exhibit C	Budget Estimate
Exhibit D	Required Contract Provisions, Federal-Aid Construction Contracts
Exhibit E	Civil Rights Compliance Certification
Exhibit F	Buy America Certificate of Compliance
Exhibit G	Build America, Buy America Certificate of Compliance for Construction Materials

EXHIBIT A

WORK PLAN

CITY OF MONROE

P.I. No. 0016630

GENERAL DESCRIPTION OF WORK TO BE PERFORMED

The project will construct approximately 2,300 linear feet of streetscape improvements in the downtown area along SR 11/North Broad Street, East Highland Avenue & North Lumpkin Street in the city of Monroe, Georgia.

1. Traffic Control
2. Demo existing concrete and asphalt
3. Install drainage
4. Install new sidewalk and curb and gutter
5. Upgrade signals
6. Erosion Control

EXHIBIT B

WORK SCHEDULE

CITY OF MONROE

P.I. No. 0016630

Project work to begin within 6 months of receiving the approved signed contract and Notice to Proceed. Sponsor is required to adhere to Section 6 of the LAP Manual regarding the start of work and invoice timing.

Construction will be completed by date stated in Article IV, Time of Performance.

Award contract	6/5/25
Construction NTP	8/31/25
Corrective List	8/31/27
Final inspection	10/31/27

EXHIBIT C

BUDGET ESTIMATE

CITY OF MONROE

P.I. No. 0016630

LOW BID = $3,879,119.25

GDOT OVERSIGHT = $10,000.00

CONTRACT TOTAL = $3,889,119.15*

*10 cents less will be funded locally

215 N Broad Street
Monroe, GA 30655
(770) 267-3429
cbailey@monroega.gov

May 29, 2025

Georgia Department of Transportation
One Georgia Center
600 West Peachtree Street, NW
Atlanta, GA 30308

Attention: Michael Lawing
Project Manager

RE: Subject: Bid Results
Project Name: SR 11; Highland Ave & N Lumpkin St Streetscape Improvements Project
Identification Number: PI 0016630, Walton County

Mr. Lawing,

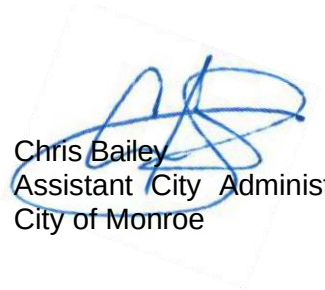
The City of Monroe opened bids on the referenced project. Three (3) bids were received. The following is a summary of the three (3) responsive low bids.

	Bidder	**Bid Amount**
1.	Ohmshiv Construction, LLC 805 Progress Court NE, Suite A Lawrenceville, GA 30043	$3,879,119.25
2.	Vertical Earth, Inc. 6025 Matt Hwy. Cumming, GA 30028	$3,923,720.94
3.	Summit Construction & Dev., LLC 2108 Bentley Drive Stone Mountain, GA 30087	$4,136,579.41

The project's low bidder, Ohmshiv Construction, LLC met the Disadvantage Business Enterprise (DBE) participation goal. We verified the DBE contractor(s) is/are certified and are being used in the areas of their certification. Ohmshiv Construction, LLC is a pre-qualified contractor with the

Georgia Department of Transportation (GDOT), and appears to have met all of the required qualifications for GDOT. The City of Monroe wishes to request an authorization to award a construction contract to Ohmshiv Construction, LLC for $3,879,119.25. The fees for the construction of this project totals to $3,889,119.25, including GDOT oversight in the amount of $10,000.00, and **therefore the City of Monroe requests $3,111,295.40 in federal funds, which is 80% of the total construction cost anticipated for this project.** The City of Monroe's required matching funds are $777,823.85 which is 20% of the total construction cost anticipated for this project. We look forward to GDOT's approval of this request and the subsequent construction of our project.

Sincerely,



Chris Bailey
Assistant City Administrator
City of Monroe

FORMAT FOR UNIT PRICE BID					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Bid Unit Price**	**Bid Price**
1	TRAFFIC CONTROL	LS	1	$230,000.00	$230,000.00
2	GRADING COMPLETE	LS	1	$1,302,075.00	$1,302,075.00
3	GPS DATA COLLECTION AND SUBMITTAL	LS	1	$15,000.00	$15,000.00
4	TEMPORARY GRASSING	AC	1	$750.00	$750.00
5	MULCH	TN	40	$250.00	$10,000.00
6	CONSTRUCTION EXIT	EA	1	$1,250.00	$1,250.00
7	CONSTRUCT AND REMOVE INLET SEDIMENT TRAP	EA	42	$150.00	$6,300.00
8	MAINTENANCE OF TEMPORARY SILT FENCE, TP A	LF	417	$1.00	$417.00
9	MAINTENANCE OF CONSTRUCTION EXIT	EA	1	$500.00	$500.00
10	MAINTENANCE OF INLET SEDIMENT TRAP	EA	42	$50.00	$2,100.00
11	MAINTENANCE OF CONSTRUCTION EXIT TIRE WASH AREA	EA	1	$500.00	$500.00
12	WATER QUALITY MONITORING AND SAMPLING	EA	5	$200.00	$1,000.00
13	WATER QUALITY INSPECTIONS	MO	20	$650.00	$13,000.00
14	TEMPORARY SILT FENCE, TYPE A	LF	835	$2.00	$1,670.00
15	REMOVAL OF CONTAMINATED SOIL	CY	25	$100.00	$2,500.00
16	GRADED AGGR BASE, CRS, INCL MATL	TN	2110	$40.00	$84,400.00
17	AGGR SURF CRS	TN	50	$40.00	$2,000.00
18	RECYCLED ASPH CONC LEVELING, INCL BITUM MATL & H-LIME	TN	650	$151.00	$98,150.00
19	RECYCLED ASPH CONC 25 MM SUPERPAVE, GP 1 OR 2, INCL BITUM MATL & H LIME	TN	245	$180.40	$44,198.00

Copyright © 2013 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

FORMAT FOR UNIT PRICE BID					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Bid Unit Price**	**Bid Price**
20	RECYCLED ASPH CONC 12.5 MM SUPERPAVE, GP 2 ONLY, INCL BITUM MATL & H LIME	TN	784	$157.00	$123,088.00
21	RECYCLED ASPH CONC 19 MM SUPERPAVE, GP 1 OR 2, INCL BITUM MATL & H LIME	TN	185	$183.50	$33,947.50
22	TACK COAT	GL	615	$3.75	$2,306.25
23	MILL ASPH CONC PVMT, 1 ½ IN DEPTH	SY	7650	$4.60	$35,190.00
24	DRIVEWAY CONCRETE, 6 IN TK	SY	330	$57.00	$18,810.00
25	DRIVEWAY CONCRETE, 8 IN TK	SY	150	$68.00	$10,200.00
26	CONC SIDEWALK, 4 IN	SY	3000	$43.00	$129,000.00
27	CONC SIDEWALK, 8 IN	SY	329	$68.00	$22,372.00
28	CONC VALLEY GUTTER, 6 IN	SY	260	$57.00	$14,820.00
29	CONC VALLEY GUTTER, 8 IN	SY	580	$67.00	$38,860.00
30	CONC VALLEY GUTTER WITH CURB, 8 IN	SY	365	$71.00	$25,915.00
31	CONCRETE HEADER CURB, 6 IN, TP 2	LF	636	$23.00	$14,628.00
32	CONC CURB & GUTTER, 8 IN X 30 IN, TP 1	LF	506	$26.00	$13,156.00
33	CONC CURB & GUTTER, 8 IN X 30 IN, TP 2	LF	4517	$26.00	$117,442.00
34	CLASS B CONCRETE, RETAINING WALL WITH BRICK VENEER	CY	32	$850.00	$27,200.00
35	CLASS B CONC, BASE OR PVMT WIDENING	CY	5	$260.00	$1,300.00
36	HIGHWAY SIGNS, TP 2 MATL, REFL SHEETING, TP 9	SF	41	$30.00	$1,230.00
37	STORM DRAIN PIPE, 18 IN, H 1-10	LF	1512	$82.00	$123,984.00
38	STORM DRAIN PIPE, 24 IN, H 1-10	LF	698	$110.00	$76,780.00
39	VIDEO INSPECTION	LF	466	$12.00	$5,592.00
40	STORM SEW MANHOLE, TYPE 1	EA	5	$6,500.00	$32,500.00
41	REMOVE SIGN	EA	4	$50.00	$200.00
42	RESET SIGN	EA	4	$150.00	$600.00
43	HIGHWAY SIGNS, TP 1 MATL, REFL SHEETING, TP 9	SF	109	$26.00	$2,834.00

Copyright © 2013 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

FORMAT FOR UNIT PRICE BID					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Bid Unit Price**	**Bid Price**
44	HIGHWAY SIGNS, TP 1 MATL, REFL SHEETING, TP 11	SF	30	$26.00	$780.00
45	GALV STEEL POSTS, TP 7	LF	270	$15.00	$4,050.00
46	STEEL STRAIN POLE, TP IV W/ TANDEM 45'/50' MAST ARMS, POWDER COATED BLACK	EA	2	$48,500.00	$97,000.00
47	ORNAMENTAL FENCE	LF	200	$100.00	$20,000.00
48	TRAFFIC SIGNAL INSTALLATION NO – 1 (NORTH BROAD STREET AT HIGHLAND AVENUE)	LS	1	$120,000.00	$120,000.00
49	TRAFFIC SIGNAL INSTALLATION NO – 2 (NORTH BROAD STREET AT MARABLE AVENUE)	LS	1	$25,000.00	$25,000.00
50	THERMOPLASTIC PVMT MARKING, ARROW, TP 1	EA	2	$105.00	$210.00
51	THERMOPLASTIC PVMT MARKING, ARROW, TP 2	EA	3	$150.00	$450.00
52	THERMOPLASTIC PVMT MARKING, ARROW, TP 5	EA	1	$165.00	$165.00
53	THERMOPLASTIC SOLID TRAF STRIPE, 6 IN, WHITE	LF	4700	$0.85	$3,995.00
54	THERMOPLASTIC SOLID TRAF STRIPE, 6 IN, YELLOW	LF	4000	$0.85	$3,400.00
55	THERMOPLASTIC SOLID TRAF STRIPE, 24 IN, WHITE	LF	945	$6.00	$5,670.00
56	THERMOPLASTIC SOLID TRAF STRIPE, 8 IN, WHITE	LF	900	$2.50	$2,250.00
57	THERMOPLASTIC SKIP TRAF STRIPE, 6 IN, WHITE	GLF	150	$0.55	$82.50
58	THERMOPLASTIC TRAF STRIPING, WHITE	SY	125	$5.50	$687.50
59	THERMOPLASTIC TRAF STRIPING, YELLOW	SY	55	$5.50	$302.50
60	RAISED PVMT MARKERS TP 1	EA	88	$5.50	$484.00
61	RAISED PVMT MARKERS TP 3	EA	15	$5.50	$82.50
62	PAVEMENT MARKING, BIKE SHARED LANE SYMBOL	EA	18	$350.00	$6,300.00
63	CATCH BASIN, GP 1	EA	17	$6,250.00	$106,250.00
64	DROP INLET, GP 1	EA	37	$6,250.00	$231,250.00
65	LIGHTING STD, POST TOP	EA	42	$4,500.00	$189,000.00

Copyright © 2013 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

FORMAT FOR UNIT PRICE BID					
Item No.	**Description**	**Unit**	**Estimated Quantity**	**Bid Unit Price**	**Bid Price**
66	CONDUIT, NONMETL, TP 3, 1 IN	LF	3430	$10.00	$34,300.00
67	CONDUIT, NONMETL, TP 3, 2 IN	LF	745	$10.00	$7,450.00
68	CONDUIT, RIGID, 1 IN	LF	30	$30.00	$900.00
69	DIRECTIONAL BORE – 5 IN	LF	290	$32.00	$9,280.00
70	DIRECTIONAL BORE – 9 IN	LF	55	$35.00	$1,925.00
71	SOD	SY	2550	$8.00	$20,400.00
72	MAPLE ACER BUERGERANUM	EA	49	$650.00	$31,850.00
73	BRICK PAVERS	SF	6826	$14.00	$95,564.00
74	3G / 4G CELLULAR ROUTER TYPE - 4	EA	1	$70.00	$70.00
75	MICROWAVE RADAR DETECTION ASSEMBLY	EA	4	$15,000.00	$60,000.00
76	TRAINING - MICROWAVE DETECTION SYSTEM	LS	1	$275.00	$275.00
77	LUMINARIE, TP 3 LED	EA	42	$1,185.00	$49,770.00
78	CABLE, TP XHHW, AWG NO 10	LF	10,265	$1.00	$10,265.00
79	ELECTRICAL SERVICE POINT	EA	1	$12,500.00	$12,500.00
80	ELECTRICAL JUNCTION BOX	EA	18	$650.00	$11,700.00
81	DIRECTIONAL BORE, 2 IN	LF	575	$32.00	$18,400.00
82	SAWED JOINTS IN EXIST PAVEMENTS	LF	500	$3.00	$1,500.00
83	FLOWABLE FILL	CY	25	$170.00	$4,250.00
84	HIGHWAY SIGNS, TP 2 MATL, REFL SHEETING, TP 9	SF	41	$86.50	$3,546.50
Total of All Unit Price Bid Items					$3,879,119.25

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 6 – TIME OF COMPLETION

6.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.

6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

Copyright © 2013 National Society of Professional Engineers, American Council of Engineering Companies, and American Society of Civil Engineers. All rights reserved.

EXHIBIT D

REQUIRED CONTRACT PROVISIONS, FEDERAL-AID CONSTRUCTION CONTRACTS

I. General
II. Nondiscrimination
Ill. Non-segregated Facilities
IV. Davis-Bacon and Related Act Provisions
V. Contract Work Hours and Safety Standards Act Provisions
VI. Subletting or Assigning the Contract
VII. Safety: Accident Prevention
VIII. False Statements Concerning Highway Projects
IX. Implementation of Clean Air Act and Federal Water Pollution Control Act
X. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion
XI. Certification Regarding Use of Contract Funds for Lobbying
XII. Use of United States-Flag Vessels:
ATTACHMENTS
A. Employment and Materials Preference for Appalachian Development Highway System or Appalachian Local Access Road Contracts (included in Appalachian contracts only)

I. GENERAL

1. Form FHWA-1273 must be physically incorporated in each construction contract funded under title 23, United States Code, as required in 23 CFR 633.102(b) (excluding emergency contracts solely intended for debris removal). The contractor (or subcontractor) must insert this form in each subcontract and further require its inclusion in all lower tier subcontracts (excluding purchase orders, rental agreements and other agreements for supplies or services). 23 CFR 633.102(e).

The applicable requirements of Form FHWA-1273 are incorporated by reference for work done under any purchase order, rental agreement or agreement for other services. The prime contractor shall be responsible for compliance by any subcontractor, lower-tier subcontractor or service provider. 23 CFR 633.102(e).

Form FHWA-1273 must be included in all Federal-aid design- build contracts, in all subcontracts and in lower tier subcontracts (excluding subcontracts for design services, purchase orders, rental agreements and other agreements for supplies or services) in accordance with 23 CFR 633.102. The design-builder shall be responsible for compliance by any subcontractor, lower-tier subcontractor or service provider.

Contracting agencies may reference Form FHWA-1273 in solicitation-for-bids or request-for-proposals documents, however, the Form FHWA-1273 must be physically incorporated (not referenced) in all contracts, subcontracts and lower-tier subcontracts (excluding purchase orders, rental agreements and other agreements for supplies or services related to a construction contract). 23 CFR 633.102(b).

2. Subject to the applicability criteria noted in the following sections, these contract provisions shall apply to all work performed on the contract by the contractor's own organization and with the assistance of workers under the contractor's immediate superintendence and to all work performed on the contract by piecework, station work, or by subcontract. 23 CFR 633.102(d).

3. A breach of any of the stipulations contained in these Required Contract Provisions may be sufficient grounds for withholding of progress payments, withholding of final payment, termination of the contract, suspension / debarment or any other action determined to be appropriate by the contracting agency and FHWA.

4. Selection of Labor: During the performance of this contract, the contractor shall not use convict labor for any purpose within the limits of a construction project on a Federal-aid highway unless it is labor performed by convicts who are on parole, supervised release, or probation. 23 U.S.C. 114(b). The term Federal-aid highway does not include roadways functionally classified as local roads or rural minor collectors. 23 U.S.C. 101(a).

II. NONDISCRIMINATION (23 CFR 230.107(a); 23 CFR Part 230, Subpart A, Appendix A; EO 11246)

The provisions of this section related to 23 CFR Part 230, Subpart A, Appendix A are applicable to all Federal-aid construction contracts and to all related construction subcontracts of $10,000 or more. The provisions of 23 CFR Part 230 are not applicable to material supply, engineering, or architectural service contracts.

In addition, the contractor and all subcontractors must comply with the following policies: Executive Order 11246, 41 CFR Part 60, 29 CFR Parts 1625-1627, 23 U.S.C. 140, Section 504
of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d et seq.), and related regulations including 49 CFR Parts 21, 26, and 27; and 23 CFR Parts 200, 230, and 633.

The contractor and all subcontractors must comply with: the requirements of the Equal Opportunity Clause in 41 CFR 60- 1.4(b) and, for all construction contracts exceeding $10,000, the Standard Federal Equal Employment Opportunity Construction Contract Specifications in 41 CFR 60-4.3.

Note: The U.S. Department of Labor has exclusive authority to determine compliance with Executive Order 11246 and the policies of the Secretary of Labor including 41 CFR Part 60, and 29 CFR Parts 1625-1627. The contracting agency and the FHWA have the authority and the responsibility to ensure compliance with 23 U.S.C. 140, Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), and Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d et seq.), and related regulations including 49 CFR Parts 21, 26, and 27; and 23 CFR Parts 200, 230, and 633.

The following provision is adopted from 23 CFR

Part 230, Subpart A, Appendix A, with appropriate revisions to conform to the U.S. Department of Labor (US DOL) and FHWA requirements.

1. Equal Employment Opportunity: Equal Employment Opportunity (EEO) requirements not to discriminate and to take affirmative action to assure equal opportunity as set forth under laws, executive orders, rules, regulations (see 28 CFR Part 35, 29 CFR Part 1630, 29 CFR Parts 1625-1627, 41 CFR Part 60 and 49 CFR Part 27) and orders of the Secretary of Labor as modified by the provisions prescribed herein, and imposed pursuant to 23 U.S.C. 140, shall constitute the EEO and specific affirmative action standards for the contractor's project activities under this contract. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) set forth under 28 CFR Part 35 and 29 CFR Part 1630 are incorporated by reference in this contract. In the execution of this contract, the contractor agrees to comply with the following minimum specific requirement activities of EEO:

a. The contractor will work with the contracting agency and the Federal Government to ensure that it has made every good faith effort to provide equal opportunity with respect to all of its terms and conditions of employment and in their review of activities under the contract. 23 CFR 230.409 (g)(4) & (5).

b. The contractor will accept as its operating policy the following statement:

"It is the policy of this Company to assure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, sex, sexual orientation, gender identity, color, national origin, age or disability. Such action shall include: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship, pre-apprenticeship, and/or on-the-job training."

2. EEO Officer:
The contractor will designate and make known to the contracting officers an EEO Officer who will have the responsibility for and must be capable of effectively administering and promoting an active EEO program and who must be assigned adequate authority and responsibility to do So.

3. Dissemination of Policy:
All members of the contractor's staff who are authorized to hire, supervise, promote, and discharge employees, or who recommend such action or are substantially involved in such action, will be made fully cognizant of and will implement the contractor's EEO policy and contractual responsibilities to provide EEO in each grade and classification of employment. To ensure that the above agreement will be met, the following actions will be taken as a minimum:

a. Periodic meetings of supervisory and personnel office employees will be conducted before the start of work and then not less often than once every six months, at which time the contractor's EEO policy and its implementation will be reviewed and explained. The meetings will be conducted by the EEO Officer or other knowledgeable company official.

b. All new supervisory or personnel office employees will be given a thorough indoctrination by the EEO Officer, covering all major aspects of the contractor's EEO obligations within thirty days following their reporting for duty with the contractor.

c. All personnel who are engaged in direct recruitment for the project will be instructed by the EEO Officer in the contractor's procedures for locating and hiring minorities and women.

d. Notices and posters setting forth the contractor's EEO policy will be placed in areas readily accessible to employees, applicants for employment and potential employees.

e. The contractor's EEO policy and the procedures to implement such policy will be brought to the attention of employees by means of meetings, employee handbooks, or other appropriate means.

4. Recruitment:
When advertising for employees, the contractor will include in all advertisements for employees the notation: "An Equal Opportunity Employer." All such advertisements will be placed in publications having a large circulation among minorities and women in the area from which the project work force would normally be derived.

a. The contractor will, unless precluded by a valid bargaining agreement, conduct systematic and direct recruitment through public and private employee referral sources likely to yield qualified minorities and women. To meet this requirement, the contractor will identify sources of potential minority group employees and establish with such identified sources procedures whereby minority and women applicants may be referred to the contractor for employment consideration.

b. In the event the contractor has a valid bargaining agreement providing for exclusive hiring hall referrals, the contractor is expected to observe the provisions of that agreement to the extent that the system meets the contractor's compliance with EEO contract provisions. Where implementation of such an agreement has the effect of discriminating against minorities or women, or obligates the contractor to do the same, such implementation violates Federal nondiscrimination provisions.

c. The contractor will encourage its present employees to refer minorities and women as applicants for employment. Information and procedures with regard to referring such applicants will be discussed with employees.

5. Personnel Actions:
Wages, working conditions, and employee benefits shall be established and administered, and personnel actions of every type, including hiring, upgrading, promotion, transfer, demotion, layoff, and termination, shall be taken without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age or disability. The following procedures shall be followed:

a. The contractor will conduct periodic

inspections of project sites to ensure that working conditions and employee facilities do not indicate discriminatory treatment of project site personnel.

b. The contractor will periodically evaluate the spread of wages paid within each classification to determine any evidence of discriminatory wage practices.

c. The contractor will periodically review selected personnel actions in depth to determine whether there is evidence of discrimination. Where evidence is found, the contractor will promptly take corrective action. If the review indicates that the discrimination may extend beyond the actions reviewed, such corrective action shall include all affected persons.

d. The contractor will promptly investigate all complaints of alleged discrimination made to the contractor in connection with its obligations under this contract, will attempt to resolve such complaints, and will take appropriate corrective action within a reasonable time. If the investigation indicates that the discrimination may affect persons other than the complainant, such corrective action shall include such other persons. Upon completion of each investigation, the contractor will inform every complainant of all of their avenues of appeal.

6. Training and Promotion:

a. The contractor will assist in locating, qualifying, and increasing the skills of minorities and women who are applicants for employment or current employees. Such efforts should be aimed at developing full journey level status employees in the type of trade or job classification involved.

b. Consistent with the contractor's work force requirements and as permissible under Federal and State regulations, the contractor shall make full use of training programs (i.e., apprenticeship and on-the-job training programs for the geographical area of contract performance). In the event a special provision for training is provided under this contract, this subparagraph will be superseded as indicated in the special provision. The contracting agency may reserve training positions for persons who receive welfare assistance in accordance with 23 U.S.C. 140(a).

c. The contractor will advise employees and applicants for employment of available training programs and entrance requirements for each.

d. The contractor will periodically review the training and promotion potential of employees who are minorities and women and will encourage eligible employees to apply for such training and promotion.

7. Unions:

If the contractor relies in whole or in part upon unions as a source of employees, the contractor will use good faith efforts to obtain the cooperation of such unions to increase opportunities for minorities and women. 23 CFR 230.409. Actions by the contractor, either directly or through a contractor's association acting as agent, will include the procedures set forth below:

a. The contractor will use good faith efforts to develop, in cooperation with the unions, joint training programs aimed toward qualifying more minorities and women for membership in the unions and increasing the skills of minorities and women so that they may qualify for higher paying employment.

b. The contractor will use good faith efforts to incorporate an EEO clause into each union agreement to the end that such union will be contractually bound to refer applicants without regard to their race, color, religion, sex, sexual orientation, gender identity, national origin, age, or disability.

c. The contractor is to obtain information as to the referral practices and policies of the labor union except that to the extent such information is within the exclusive possession of the labor union and such labor union refuses to furnish such information to the contractor, the contractor shall so certify to the contracting agency and shall set forth what efforts have been made to obtain such information.

d. In the event the union is unable to provide the contractor with a reasonable flow of referrals within the time limit set forth in the collective bargaining agreement, the contractor will, through independent recruitment efforts, fill the employment vacancies without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, or disability; making full efforts to obtain qualified and/or qualifiable minorities and women. The failure of a union to provide sufficient referrals (even though it is obligated to provide exclusive referrals under the terms of a collective bargaining agreement) does not relieve the contractor from the requirements of this paragraph. In the event the union referral practice prevents the contractor from meeting the obligations pursuant to Executive Order 11246, as amended, and these special provisions, such contractor shall immediately notify the contracting agency.

8. Reasonable Accommodation for Applicants / Employees with Disabilities:

The contractor must be familiar with the requirements for and comply with the Americans with Disabilities Act and all rules and regulations established thereunder. Employers must provide reasonable accommodation in all employment activities unless to do so would cause an undue hardship.

9. Selection of Subcontractors,

Procurement of Materials and Leasing of Equipment: The contractor shall not discriminate on the grounds of race, color, religion, sex, sexual orientation, gender identity, national origin, age, or disability in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The contractor shall take all necessary and reasonable steps to ensure nondiscrimination in the administration of this contract.

a. The contractor shall notify all potential subcontractors, suppliers, and lessors of their EEO obligations under this contract.

b. The contractor will use good faith efforts

to ensure subcontractor compliance with their EEO obligations.

10. Assurances Required:

a. The requirements of 49 CFR Part 26 and the State DOT's FHWA-approved Disadvantaged Business Enterprise (DBE) program are incorporated by reference.

b. The contractor, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

(1) Withholding monthly progress payments;
(2) Assessing sanctions;
(3) Liquidated damages; and/or
(4) Disqualifying the contractor from future bidding as non- responsible.

c. The Title VI and nondiscrimination provisions of U.S. DOT Order 1050.2A at Appendixes A and E are incorporated by reference. 49 CFR Part 21.

11. Records and Reports:

The contractor shall keep such records as necessary to document compliance with the EEO requirements. Such records shall be retained for a period of three years following the date of the final payment to the contractor for all contract work and shall be available at reasonable times and places for inspection by authorized representatives of the contracting agency and the FHWA.

a. The records kept by the contractor shall document the following:

(1) The number and work hours of minority and non- minority group members and women employed in each work classification on the project;

(2) The progress and efforts being made in cooperation with unions, when applicable, to increase employment opportunities for minorities and women; and

(3) The progress and efforts being made in locating, hiring, training, qualifying, and upgrading minorities and women.

b. The contractors and subcontractors will submit an annual report to the contracting agency each July for the duration of the project indicating the number of minority, women, and non- minority group employees currently engaged in each work classification required by the contract work. This information is to be reported on Form FHWA-1391. The staffing data should represent the project work force on board in all or any part of the last payroll period preceding the end of July. If on-the-job training is being required by special provision, the contractor will be required to collect and report training data. The employment data should reflect the work force on board during all or any part of the last payroll period preceding the end of July.

III. NONSEGREGATED FACILITIES

This provision is applicable to all Federal-aid construction contracts and to all related construction subcontracts of more than $10,000. 41 CFR 60-1.5.

As prescribed by 41 CFR 60-1.8, the contractor must ensure that facilities provided for employees are provided in such a manner that segregation on the basis of race, color, religion, sex, sexual orientation, gender identity, or national origin cannot result. The contractor may neither require such segregated use by written or oral policies nor tolerate such use by employee custom. The contractor's obligation extends further to ensure that its employees are not assigned to perform their services at any location under the contractor's control where the facilities are segregated. The term "facilities" includes waiting rooms, work areas, restaurants and other eating areas, time clocks, restrooms, washrooms, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing provided for employees. The contractor shall provide separate or single-user restrooms and necessary dressing or sleeping areas to assure privacy between sexes.

IV. DAVIS-BACON AND RELATED ACT PROVISIONS This section is applicable to all Federal-aid construction projects exceeding $2,000 and to all related subcontracts and lower-tier subcontracts (regardless of subcontract size), in accordance with 29 CFR 5.5. The requirements apply to all projects located within the right-of-way of a roadway that is functionally classified as Federal-aid highway. 23 U.S.C. 113. This excludes roadways functionally classified as local roads or rural minor collectors, which are exempt. 23 U.S.C. 101.

Where applicable law requires that projects be treated as a project on a Federal-aid highway, the provisions of this subpart will apply regardless of the location of the project. Examples include: Surface Transportation Block Grant Program projects funded under 23 U.S.C. 133 [excluding recreational trails projects], the Nationally Significant Freight and Highway Projects funded under 23 U.S.C. 117, and National Highway Freight Program projects funded under 23 U.S.C. 167.

The following provisions are from the U.S. Department of Labor regulations in 29 CFR 5.5 "Contract provisions and related matters" with minor revisions to conform to the FHWA- 1273 format and FHWA program requirements.

1. Minimum wages (29 CFR 5.5)

a. *Wage rates and fringe benefits.* All laborers and mechanics employed or working upon the site of the work (or otherwise working in construction or development of the project under a development statute), will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR part 3)), the full amount of basic hourly wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment

computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the contractor and such laborers and mechanics. As provided in paragraphs (d) and (e) of 29 CFR 5.5, the appropriate wage determinations are effective by operation of law even if they have not been attached to the contract. Contributions made or costs reasonably anticipated for bona fide fringe benefits under the Davis-Bacon Act (@ U.S.C. 3141(2)(B)) on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of paragraph 1.e. of this section; also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics must be paid the appropriate wage rate and fringe benefits on the wage determination for the classification(s) of work actually performed, without regard to skill, except as provided in paragraph 4. of this section. Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: *Provided,* That the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classifications and wage rates conformed under paragraph 1.c. of this section) and the Davis-Bacon poster (WH—1321) must be posted at all times by the contractor and its subcontractors at the site of the work in a prominent and accessible place where it can be easily seen by the workers.

2. Minimum wages (29 CFR 5.5)

a. *Wage rates and fringe benefits.* All laborers and mechanics employed or working upon the site of the work (or otherwise working in construction or development of the project under a development statute), will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR part 3)), the full amount of basic hourly wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the contractor and such laborers and mechanics. As provided in paragraphs (d) and (e) of 29 CFR 5.5, the appropriate wage determinations are effective by operation of law even if they have not been attached to the contract. Contributions made or costs reasonably anticipated for bona fide fringe benefits under the Davis-Bacon Act (@ U.S.C. 3141(2)(B)) on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of paragraph 1.e. of this section; also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics must be paid the appropriate wage rate and fringe benefits on the wage determination for the classification(s) of work actually performed, without regard to skill, except as provided in paragraph 4. of this section. Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: *Provided,* That the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classifications and wage rates conformed under paragraph 1.c. of this section) and the Davis-Bacon poster (WH—1321) must be posted at all times by the contractor and its subcontractors at the site of the work in a prominent and accessible place where it can be easily seen by the workers.

b. *Frequently recurring classifications.* (1) In addition to wage and fringe benefit rates that have been determined to be prevailing under the procedures set forth in 29 CFR part 1, a wage determination may contain, pursuant to § 1.3(f), wage and fringe benefit rates for classifications of laborers and mechanics for which conformance requests are regularly submitted pursuant to paragraph 1.c. of this section, provided that:

(i) The work performed by the classification is not performed by a classification in the wage determination for which a prevailing wage rate has been determined;

(ii) The classification is used in the area by the construction industry; and

(iii) The wage rate for the classification bears a reasonable relationship to the prevailing wage rates contained in the wage determination.

(2) The Administrator will establish wage rates for such classifications in accordance with paragraph 1.c.(1)(iii) of this section. Work performed in such a classification must be paid at no less than the wage and fringe benefit rate listed on the wage determination for such classification.

c. *Conformance.* (1) The contracting officer must require that any class of laborers or mechanics, including helpers, which is not listed in the wage determination and which is to be employed under the contract be classified in conformance with the wage determination. Conformance of an additional classification and wage rate and fringe benefits is appropriate only when the following criteria have been met:

(i) The work to be performed by the classification requested is not performed by a classification in the wage determination; and

(ii) The classification is used in the area by the construction industry; and

(iii) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates

contained in the wage determination.

(2) The conformance process may not be used to split, subdivide, or otherwise avoid application of classifications listed in the wage determination.

(3) If the contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and the contracting officer agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken will be sent by the contracting officer by email to *DBAconformance@dot.gov*. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30--day period that additional time is necessary.

(4) In the event the contractor, the laborers or mechanics to be employed in the classification or their representatives, and the contracting officer do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), the contracting officer will, by email to *DBAconformance@dot.gov*, refer the questions, including the views of all interested parties and the recommendation of the contracting officer, to the Administrator for determination. The Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30--day period that additional time is necessary.

(5) The contracting officer must promptly notify the contractor of the action taken by the Wage and Hour Division under paragraphs 1.c.(3) and (4) of this section. The contractor must furnish a written copy of such determination to each affected worker or it must be posted as a part of the wage determination. The wage rate (including fringe benefits where appropriate) determined pursuant to paragraph 1.c.(3) or (4) of this section must be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

d. Fringe *benefits* not expressed as an hourly rate. Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the contractor may either pay the benefit as stated in the wage determination or may pay another bona fide fringe benefit or an hourly cash equivalent thereof.

e. *Unfunded plans.* If the contractor does not make payments to a trustee or other third person, the contractor may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program, *Provided,* That the Secretary of Labor has found, upon the written request of the contractor, in accordance with the criteria set forth in
§ 5.28, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.

f. *Interest.* In the event of a failure to pay all or part of the wages required by the contract, the contractor will be required to pay interest on any underpayment of wages.

3. Withholding (29 CFR 5.5)

a. *Withholding requirements.* The contracting agency may, upon its own action, or must, upon written request of an authorized representative of the Department of Labor, withhold or cause to be withheld from the contractor so much of the accrued payments or advances as may be considered necessary to satisfy the liabilities of the prime contractor or any subcontractor for the full amount of wages and monetary relief, including interest, required by the clauses set forth in this section for violations of this contract, or to satisfy any such liabilities required by any other Federal contract, or federally assisted contract subject to Davis-Bacon labor standards, that is held by the same prime contractor (as defined in § 5.2). The necessary funds may be withheld from the contractor under this contract, any other Federal contract with the same prime contractor, or any other federally assisted contract that is subject to Davis-Bacon labor standards requirements and is held by the same prime contractor, regardless of whether the other contract was awarded or assisted by the same agency, and such funds may be used to satisfy the contractor liability for which the funds were withheld. In the event of a contractor’s failure to pay any laborer or mechanic, including any apprentice or helper working on the site of the work all or part of the wages required by the contract, or upon the contractor's failure to submit the required records as discussed in paragraph 3.d. of this section, the contracting agency may on its own initiative and after written notice to the contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.

b. *Priority to withheld funds.* The Department has priority to funds withheld or to be withheld in accordance with paragraph 2.a. of this section or Section V, paragraph 3.a., or both, over claims to those funds by:

(1) A contractor’s surety(ies), including without limitation performance bond sureties and payment bond sureties;

(2) A contracting agency for its reprocurement costs;

(3) A trustee(s) (either a court-appointed trustee or a U.S. trustee, or both) in bankruptcy of a contractor, or a contractor's bankruptcy estate;

(4) A contractor's assignee(s);

(5) A contractor's successor(s); or

(6) A claim asserted under the Prompt Payment Act, 31 U.S.C. 3901–3907.

4. Records and certified payrolls (29 CFR 5.5)

a. *Basic record requirements* (1) *Length of record retention.* All regular payrolls and other basic records must be maintained by the contractor and any subcontractor during the course of the work and preserved for all laborers and mechanics working at the site of the work (or otherwise working in construction or development of the project under a development statute) for a period of at least 3 years after all the work on the prime contract is completed.

(2) *Information required.* Such records must contain the name; Social Security number; last known address, telephone number, and email address of each such worker; each worker's correct classification(s) of work actually performed; hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in 40 U S C 3141(2)(B) of the Davis-Bacon Act); daily and weekly number of hours actually worked in total and on each covered contract; deductions made; and actual wages paid.

(3) *Additional records relating to fringe benefits.* Whenever the Secretary of Labor has found under paragraph 1.e. of this section that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in 40 U S C 3141(2)(B) of the Davis-Bacon Act, the contractor must maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits.

(4) *Additional records relating to apprenticeship.* Contractors with apprentices working under approved programs must maintain written evidence of the registration of apprenticeship programs, the registration of the apprentices, and the ratios and wage rates prescribed in the applicable programs.

b. *Certified payroll requirements* (1) *Frequency and method of submission.* The contractor or subcontractor must submit weekly, for each week in which any DBA- or Related Acts-covered work is performed, certified payrolls to the contracting agency. The prime contractor is responsible for the submission of all certified payrolls by all subcontractors. A contracting agency or prime contractor may permit or require contractors to submit certified payrolls through an electronic system, as long as the electronic system requires a legally valid electronic signature; the system allows the contractor, the contracting agency, and the Department of Labor to access the certified payrolls upon request for at least 3 years after the work on the prime contract has been completed; and the contracting agency or prime contractor permits other methods of submission in situations where the contractor is unable or limited in its ability to use or access the electronic system.

(2) *Information required.* The certified payrolls submitted must set out accurately and completely all of the information required to be maintained under paragraph 3.a.(2) of this section, except that full Social Security numbers and last known addresses, telephone numbers, and email addresses must not be included on weekly transmittals. Instead, the certified payrolls need only include an individually identifying number for each worker (e.g., the last four digits of the worker's Social Security number). The required weekly certified payroll information may be submitted using Optional Form WH–347 or in any other format desired. Optional Form WH–347 is available for this purpose from the Wage and Hour Division website at *https://www.dot.gov/sites/doIgov/files/WHD/legacy/files/wh347/.pdf* o its successor website. It is not a violation of this section for a prime contractor to require a subcontractor to provide full Social Security numbers and last known addresses, telephone numbers, and email addresses to the prime contractor for its own records, without weekly submission by the subcontractor to the contracting agency.

(3) *Statement of Compliance.* Each certified payroll submitted must be accompanied by a "Statement of Compliance," signed by the contractor or subcontractor, or the contractor's or subcontractor's agent who pays or supervises the payment of the persons working on the contract, and must certify the following:

(i) That the certified payroll for the payroll period contains the information required to be provided under paragraph 3.b. of this section, the appropriate information and basic records are being maintained under paragraph 3.a. of this section, and such information and records are correct and complete;

(ii) That each laborer or mechanic (including each helper and apprentice) working on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in 29 CFR part 3; and

(iii) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification(s) of work actually performed, as specified in the applicable wage determination incorporated into the contract.

(4) *Use of Optional Form WH–347.* The weekly submission of a properly executed certification

set forth on the reverse side of Optional Form WH–347 will satisfy the requirement for submission of the "Statement of Compliance" required by paragraph 3.b.(3) of this section.

(5) *Signature.* The signature by the contractor, subcontractor, or the contractor's or subcontractor's agent must be an original handwritten signature or a legally valid electronic signature.

(6) *Falsification.* The falsification of any of the above certifications may subject the contractor or subcontractor to civil or criminal prosecution under 18 U S C 1001 and 1 U.S.C. 3729.

(7) *Length of certified payroll retention.* The contractor or subcontractor must preserve all certified payrolls during the course of the work and for a period of 3 years after all the work on the prime contract is completed.

c. *Contracts, subcontracts, and related documents.* The contractor or subcontractor must maintain this contract or subcontract and related documents including, without limitation, bids, proposals, amendments, modifications, and extensions. The contractor or subcontractor must preserve these contracts, subcontracts, and related documents during the course of the work and for a period of 3 years after all the work on the prime contract is completed.

d. *Required disclosures and access* (1) *Required record disclosures and access to workers.* The contractor or subcontractor must make the records required under paragraphs 3.a. through 3.c. of this section, and any other documents that the contracting agency, the State DOT, the FHWA, or the Department of Labor deems necessary to determine compliance with the labor standards provisions of any of the applicable statutes referenced by § 5.1, available for inspection, copying, or transcription by authorized representatives of the contracting agency, the State DOT, the FHWA, or the Department of Labor, and must permit such representatives to interview workers during working hours on the job.

(2) *Sanctions for non-compliance with records and worker access requirements.* If the contractor or subcontractor fails to submit the required records or to make them available, or refuses to permit worker interviews during working hours on the job, the Federal agency may, after written notice to the contractor, sponsor, applicant, owner, or other entity, as the case may be, that maintains such records or that employs such workers, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available, or to permit worker interviews during working hours on the job, may be grounds for debarment action pursuant to § 5.12. In addition, any contractor or other person that fails to submit the required records or make those records available to WHD within the time WHD requests that the records be produced will be precluded from introducing as evidence in an administrative proceeding under 29 CFR part 6 any of the required records that were not provided or made available to WHD. WHD will take into consideration a reasonable request from the contractor or person for an extension of the time for submission of records. WHD will determine the reasonableness of the request and may consider, among other things, the location of the records and the volume of production.

(3) *Required information disclosures.* Contractors and subcontractors must maintain the full Social Security number and last known address, telephone number, and email address of each covered worker, and must provide them upon request to the contracting agency, the State DOT, the FHWA, the contractor, or the Wage and Hour Division of the Department of Labor for purposes of an investigation or other compliance action.

5. Apprentices and equal employment opportunity (29 CFR 5.5)

a. *Apprentices* (1) *Rate of pay.* Apprentices will be permitted to work at less than the predetermined rate for the work they perform when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship (OA), or with a State Apprenticeship Agency recognized by the OA. A person who is not individually registered in the program, but who has been certified by the OA or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice, will be permitted to work at less than the predetermined rate for the work they perform in the first 90 days of probationary employment as an apprentice in such a program. In the event the OA or a State Apprenticeship Agency recognized by the OA withdraws approval of an apprenticeship program, the contractor will no longer be permitted to use apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(2) *Fringe benefits.* Apprentices must be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator determines that a different practice prevails for the applicable apprentice classification, fringe benefits must be paid in accordance with that determination.

(3) *Apprenticeship ratio.* The allowable ratio of apprentices to journey workers on the job site in any craft classification must not be greater than the ratio permitted to the contractor as to the entire work force under the registered program or the ratio applicable to the locality of the project pursuant to paragraph 4.a.(4) of this section. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated in paragraph 4.a.(1) of this section, must be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under this section must be paid not less than the applicable wage rate on the wage determination for the work actually performed.

(4) *Reciprocity of ratios and wage rates.* Where a contractor is performing construction on a project in a locality other than the locality in which its program is registered, the ratios and wage rates (expressed in percentages of the journey worker's hourly rate) applicable within the locality in which the construction is being performed must be observed. If there is no applicable ratio or wage rate for the locality of the project, the ratio and wage rate specified in the contractor's registered program must be observed.

b. *Equal employment opportunity.* The use of apprentices and journey workers under this part must be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR part 30.

c. Apprentices and Trainees (programs of the U.S. DOT).

Apprentices and trainees working under apprenticeship and skill training programs which have been certified by the Secretary of Transportation as promoting EEO in connection with Federal-aid highway construction programs are not subject to the requirements of paragraph 4 of this Section IV. 23 CFR 230.111(e)(2). The straight time hourly wage rates for apprentices and trainees under such programs will be established by the particular programs. The ratio of apprentices and trainees to journey workers shall not be greater than permitted by the terms of the particular program.

6. **Compliance with Copeland Act requirements.** The contractor shall comply with the requirements of 29 CFR part 3, which are incorporated by reference in this contract as provided in 29 CFR 5.5.

7. **Subcontracts.** The contractor or subcontractor must insert FHWA-1273 in any subcontracts, along with the applicable wage determination(s) and such other clauses or contract modifications as the contracting agency may by appropriate instructions require, and a clause requiring the subcontractors to include these clauses and wage determination(s) in any lower tier subcontracts. The prime contractor is responsible for the compliance by any subcontractor or lower tier subcontractor with all the contract clauses in this section. In the event of any violations of these clauses, the prime contractor and any subcontractor(s) responsible will be liable for any unpaid wages and monetary relief, including interest from the date of the underpayment or loss, due to any workers of lower-tier subcontractors, and may be subject to debarment, as appropriate. 29 CFR 5.5.

8. **Contract termination: debarment.** A breach of the contract clauses in 29 CFR 5.5 may be grounds for termination of the contract, and for debarment as a contractor and a subcontractor as provided in 29 CFR 5.12.

9. **Compliance with Davis-Bacon and Related Act requirements.** All rulings and interpretations of the Davis- Bacon and Related Acts contained in 29 CFR parts 1, 3, and 5 are herein incorporated by reference in this contract as provided in 29 CFR 5.5.

10. **Disputes concerning labor standards.** As provided in 29 CFR 5.5, disputes arising out of the labor standards provisions of this contract shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the contractor (or any of its subcontractors) and the contracting agency, the U.S. Department of Labor, or the employees or their representatives.

10. Certification of eligibility.

a. By entering into this contract, the contractor certifies that neither it nor any person or firm who has an interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of 40 U.S.C. 3144(b) or § 5.12(a).

b. No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of 40 U.S.C. 3144(b) or § 5.12(a).

c. The penalty for making false statements is prescribed in the U.S. Code, Title 18 Crimes and Criminal Procedure, M U.S.C. 1001.

11. **Anti-retaliation.** It is unlawful for any person to discharge, demote, intimidate, threaten, restrain, coerce, blacklist, harass, or in any other manner discriminate against, or to cause any person to discharge, demote, intimidate, threaten, restrain, coerce, blacklist, harass, or in any other manner discriminate against, any worker or job applicant for:

a. Notifying any contractor of any conduct which the worker reasonably believes constitutes a violation of the DBA, Related Acts, this part, or 29 CFR part 1 or 3;

b. Filing any complaint, initiating or causing to be initiated any proceeding, or otherwise asserting or seeking to assert on behalf of themselves or others any right or protection under the DBA, Related Acts, this part, or 29 CFR part 1 or 3;

c. Cooperating in any investigation or other compliance action, or testifying in any proceeding under the DBA, Related Acts, this part, or 29 CFR part 1 or _; or

d. Informing any other person about their rights under the DBA, Related Acts, this part, or 29 CFR part 1 or 3.

V. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT

Pursuant to 29 CFR 5.5(b), the following clauses apply to any Federal-aid construction contract in an amount in excess of
$100,000 and subject to the overtime provisions of the Contract Work Hours and Safety Standards Act. These clauses shall be inserted in addition to the clauses required by 29 CFR 5.5(a) or 29 CFR 4.6. As used in this paragraph, the terms laborers and mechanics include watchpersons and guards.

1. **Overtime requirements.** No contractor or subcontractor contracting for any part of the

contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek. 29 CFR 5.5.

2. **Violation; liability for unpaid wages; liquidated damages.** In the event of any violation of the clause set forth in paragraph 1. of this section the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages and interest from the date of the underpayment. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchpersons and guards, employed in violation of the clause set forth in paragraph 1. of this section, in the sum currently provided in 29 CFR 5.5(b)(2)* for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph 1. of this section.

" $31 as of January 15, 2023 (See 88 FR 88 FR 2210) as may be adjusted annually by the Department of Labor, pursuant to the Federal Civil Penalties Inflation Adjustment Act of 1990.

3. Withholding for unpaid wages and liquidated damages

a. *Withholding process.* The FHWA or the contracting agency may, upon its own action, or must, upon written request of an authorized representative of the Department of Labor, withhold or cause to be withheld from the contractor so much of the accrued payments or advances as may be considered necessary to satisfy the liabilities of the prime contractor or any subcontractor for any unpaid wages; monetary relief, including interest; and liquidated damages required by the clauses set forth in this section on this contract, any other Federal contract with the same prime contractor, or any other federally assisted contract subject to the Contract Work Hours and Safety Standards Act that is held by the same prime contractor (as defined in § 5.2). The necessary funds may be withheld from the contractor under this contract, any other Federal contract with the same prime contractor, or any other federally assisted contract that is subject to the Contract Work Hours and Safety Standards Act and is held by the same prime contractor, regardless of whether the other contract was awarded or assisted by the same agency, and such funds may be used to satisfy the contractor liability for which the funds were withheld.

b. *Priority to withheld funds.* The Department has priority to funds withheld or to be withheld in accordance with Section IV paragraph 2.a. or paragraph 3.a. of this section, or both, over claims to those funds by:

(1) A contractor's surety(ies), including without limitation performance bond sureties and payment bond sureties;

(2) A contracting agency for its reprocurement costs;

(3) A trustee(s) (either a court-appointed trustee or a U.S. trustee, or both) in bankruptcy of a contractor, or a contractor's bankruptcy estate;

(4) A contractor's assignee(s);

(5) A contractor's successor(s); or

(6) A claim asserted under the Prompt Payment Act, 31 U.S.C. 3901—3907.

4. **Subcontracts.** The contractor or subcontractor must insert in any subcontracts the clauses set forth in paragraphs 1. through 5. of this section and a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor is responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs 1. through 5. In the event of any violations of these clauses, the prime contractor and any subcontractor(s) responsible will be liable for any unpaid wages and monetary relief, including interest from the date of the underpayment or loss, due to any workers of lower- tier subcontractors, and associated liquidated damages and may be subject to debarment, as appropriate.

5. **Anti-retaliation.** It is unlawful for any person to discharge, demote, intimidate, threaten, restrain, coerce, blacklist, harass, or in any other manner discriminate against, or to cause any person to discharge, demote, intimidate, threaten, restrain, coerce, blacklist, harass, or in any other manner discriminate against, any worker or job applicant for:

a. Notifying any contractor of any conduct which the worker reasonably believes constitutes a violation of the Contract Work Hours and Safety Standards Act (CWHSSA) or its implementing regulations in this part;

b. Filing any complaint, initiating or causing to be initiated any proceeding, or otherwise asserting or seeking to assert on behalf of themselves or others any right or protection under CWHSSA or this part;

c. Cooperating in any investigation or other compliance action, or testifying in any proceeding under CWHSSA or this part; or

d. Informing any other person about their rights under CWHSSA or this part.

VI. SUBLETTING OR ASSIGNING THE CONTRACT

This provision is applicable to all Federal-aid construction
contracts on the National Highway System pursuant to 23 CFR 635.116.
6. The contractor shall perform with its own organization contract work amounting to not less

than 30 percent (or a greater percentage if specified elsewhere in the contract) of the total original contract price, excluding any specialty items designated by the contracting agency. Specialty items may be performed by subcontract and the amount of any such specialty items performed may be deducted from the total original contract price before computing the amount of work required to be performed by the contractor's own organization (23 CFR 635.116).

a. The term "perform work with its own organization" in paragraph 1 of Section VI refers to workers employed or leased by the prime contractor, and equipment owned or rented by the prime contractor, with or without operators. Such term does not include employees or equipment of a subcontractor or lower tier subcontractor, agents of the prime contractor, or any other assignees. The term may include payments for the costs of hiring leased employees from an employee leasing firm meeting all relevant Federal and State regulatory requirements. Leased employees may only be included in this term if the prime contractor meets all of the following conditions: (based on longstanding interpretation)

(1) the prime contractor maintains control over the supervision of the day-to-day activities of the leased employees;
(2) the prime contractor remains responsible for the quality of the work of the leased employees;
(3) the prime contractor retains all power to accept or exclude individual employees from work on the project; and
(4) the prime contractor remains ultimately responsible for the payment of predetermined minimum wages, the submission of payrolls, statements of compliance and all other Federal regulatory requirements.

b. "Specialty Items" shall be construed to be limited to work that requires highly specialized knowledge, abilities, or equipment not ordinarily available in the type of contracting organizations qualified and expected to bid or propose on the contract as a whole and in general are to be limited to minor components of the overall contract. 23 CFR 635.102.

7. Pursuant to 23 CFR 635.116(a), the contract amount upon which the requirements set forth in paragraph (1) of Section VI is computed includes the cost of material and manufactured products which are to be purchased or produced by the contractor under the contract provisions.

8. Pursuant to 23 CFR 635.116(c), the contractor shall furnish (a) a competent superintendent or supervisor who is employed by the firm, has full authority to direct performance of the work in accordance with the contract requirements, and is in charge of all construction operations (regardless of who performs the work) and (b) such other of its own organizational resources (supervision, management, and engineering services) as the contracting officer determines is necessary to assure the performance of the contract.

9. No portion of the contract shall be sublet, assigned or otherwise disposed of except with the written consent of the contracting officer, or authorized representative, and such consent when given shall not be construed to relieve the contractor of any responsibility for the fulfillment of the contract. Written consent will be given only after the contracting agency has assured that each subcontract is evidenced in writing and that it contains all pertinent provisions and requirements of the prime contract. (based on long- standing interpretation of 23 CFR 635.116).

10. The 30-percent self-performance requirement of paragraph (1) is not applicable to design-build contracts; however, contracting agencies may establish their own self-performance requirements. 23 CFR 635.116(d).

VI. SAFETY: ACCIDENT PREVENTION

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

1. In the performance of this contract the contractor shall comply with all applicable Federal, State, and local laws governing safety, health, and sanitation (23 CFR Part 635). The contractor shall provide all safeguards, safety devices and protective equipment and take any other needed actions as it determines, or as the contracting officer may determine, to be reasonably necessary to protect the life and health of employees on the job and the safety of the public and to protect property in connection with the performance of the work covered by the contract. 23 CFR 635.108.

2. It is a condition of this contract, and shall be made a condition of each subcontract, which the contractor enters into pursuant to this contract, that the contractor and any subcontractor shall not permit any employee, in performance of the contract, to work in surroundings or under conditions which are unsanitary, hazardous or dangerous to his/her health or safety, as determined under construction safety and health standards (29 CFR Part 1926) promulgated by the Secretary of Labor, in accordance with Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 3704). 29 CFR 1926.10.

3. Pursuant to 29 CFR 1926.3, it is a condition of this contract that the Secretary of Labor or authorized representative thereof, shall have right of entry to any site of contract performance to inspect or investigate the matter of compliance with the construction safety and health standards and to carry out the duties of the Secretary under Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 3704).

VII. FALSE STATEMENTS CONCERNING HIGHWAY PROJECTS

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

In order to assure high quality and durable construction in conformity with approved plans and specifications and a high degree of reliability on statements and representations made by engineers, contractors, suppliers, and workers on Federal- aid highway projects, it is essential that all persons concerned with the

project perform their functions as carefully, thoroughly, and honestly as possible. Willful falsification, distortion, or misrepresentation with respect to any facts related to the project is a violation of Federal law. To prevent any misunderstanding regarding the seriousness of these and similar acts, Form FHWA-1022 shall be posted on each Federal-aid highway project (23 CFR Part 635) in one or more places where it is readily available to all persons concerned with the project:

18 U.S.C. 1020 reads as follows:

"Whoever, being an officer, agent, or employee of the United States, or of any State or Territory, or whoever, whether a person, association, firm, or corporation, knowingly makes any false statement, false representation, or false report as to the character, quality, quantity, or cost of the material used or to be used, or the quantity or quality of the work performed or to be performed, or the cost thereof in connection with the submission of plans, maps, specifications, contracts, or costs of construction on any highway or related project submitted for approval to the Secretary of Transportation; or

Whoever knowingly makes any false statement, false representation, false report or false claim with respect to the character, quality, quantity, or cost of any work performed or to be performed, or materials furnished or to be furnished, in connection with the construction of any highway or related project approved by the Secretary of Transportation; or

Whoever knowingly makes any false statement or false representation as to material fact in any statement, certificate, or report submitted pursuant to provisions of the Federal-aid Roads Act approved July 11, 1916, (39 Stat. 355), as amended and supplemented;

Shall be fined under this title or imprisoned not more than 5 years or both."

VIII. IMPLEMENTATION OF CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT (42 U.S.C. 7606; 2 CFR 200.88; EO 11738)

This provision is applicable to all Federal-aid construction contracts in excess of $150,000 and to all related subcontracts. 48 CFR 2.101; 2 CFR 200.327.

By submission of this bid/proposal or the execution of this contract or subcontract, as appropriate, the bidder, proposer, Federal-aid construction contractor, subcontractor, supplier, or vendor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal Highway Administration and the Regional Office of the Environmental Protection Agency. 2 CFR Part 200, Appendix II.

The contractor agrees to include or cause to be included the requirements of this Section in every subcontract, and further agrees to take such action as the contracting agency may direct as a means of enforcing such requirements. 2 CFR 200.327.

IX. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

This provision is applicable to all Federal-aid construction contracts, design-build contracts, subcontracts, lower-tier subcontracts, purchase orders, lease agreements, consultant contracts or any other covered transaction requiring FHWA approval or that is estimated to cost $25,000 or more — as defined in 2 CFR Parts 180 and 1200. 2 CFR 180.220 and
1200.220.

1. Instructions for Certification — First Tier Participants:

a. By signing and submitting this proposal, the prospective first tier participant is providing the certification set out below.

b. The inability of a person to provide the certification set out below will not necessarily result in denial of participation in this covered transaction. The prospective first tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective first tier participant to furnish a certification or an explanation shall disqualify such a person from participation in this transaction. 2 CFR 180.320.

c. The certification in this clause is a material representation of fact upon which reliance was placed when the contracting agency determined to enter into this transaction. If it is later determined that the prospective participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the contracting agency may terminate this transaction for cause of default. 2 CFR 180.325.

d. The prospective first tier participant shall provide immediate written notice to the contracting agency to whom this proposal is submitted if any time the prospective first tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances. 2 CFR 180.345 and 180.350.

e. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180, Subpart I, 180.900-180.1020, and 1200. "First Tier Covered Transactions" refers to any covered transaction between a recipient or subrecipient of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction

under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a recipient or subrecipient of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

f. The prospective first tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction. 2 CFR 180.330.

g. The prospective first tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transactions," provided by the department or contracting agency, entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the $25,000 threshold. 2 CFR 180.220 and 180.300.

h. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. 2 CFR 180.300; 180.320, and 180.325. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. 2 CFR 180.335. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the System for Award Management website (https://www.sam.gov/). 2 CFR 180.300, 180.320, and 180.325.

i. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of the prospective participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

j. Except for transactions authorized under paragraph (f) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default. 2 CFR 180.325.

2. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion — First Tier Participants:

a. The prospective first tier participant certifies to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency, 2 CFR 180.335;.

(2) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property, 2 CFR 180.800;

(3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (a)(2) of this certification, 2 CFR 180.700 and 180.800; and

(4) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default. 2 CFR 180.335(d).

(5) Are not a corporation that has been convicted of a felony violation under any Federal law within the two-year period preceding this proposal (USDOT Order 4200.6 implementing appropriations act requirements); and

(6) Are not a corporation with any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability (USDOT Order 4200.6 implementing appropriations act requirements).

b. Where the prospective participant is unable to certify to any of the statements in this certification, such prospective participant should attach an explanation to this proposal. 2 CFR 180.335 and 180.340.

3. Instructions for Certification - Lower Tier Participants:

(Applicable to all subcontracts, purchase orders, and other lower tier transactions requiring prior FHWA approval or estimated to cost $25,000 or more - 2 CFR Parts 180 and 1200). 2 CFR 180.220 and 1200.220.

a. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

b. The certification in this clause is a

material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

c. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous by reason of changed circumstances. 2 CFR 180.365.

d. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180, Subpart I, 180.900 — 180.1020, and 1200. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. "First Tier Covered Transactions" refers to any covered transaction between a recipient or subrecipient of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a recipient or subrecipient of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

e. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated. 2 CFR 1200.220 and 1200.332.

f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the $25,000 threshold. 2 CFR 180.220 and 1200.220.

g. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the System for Award Management website (https://www.sam.gov/), which is compiled by the General Services Administration. 2 CFR 180.300, 180.320, 180.330, and 180.335.

h. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

i. Except for transactions authorized under paragraph e of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment. 2 CFR 180.325.

4. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Participants:

a. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals:

(1) is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency, 2 CFR 180.355;

(2) is a corporation that has been convicted of a felony violation under any Federal law within the two-year period preceding this proposal (USDOT Order 4200.6 implementing appropriations act requirements); and

(3) is a corporation with any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability. (USDOT Order 4200.6 implementing appropriations act requirements)

b. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant should attach an explanation to this proposal.

X. CERTIFICATION REGARDING USE OF CONTRACT FUNDS FOR LOBBYING

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts which exceed
$100,000. 49 CFR Part 20, App. A.

1. The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

2. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

3. The prospective participant also agrees by submitting its bid or proposal that the participant shall require that the language of this certification be included in all lower tier subcontracts, which exceed $100,000 and that all such recipients shall certify and disclose accordingly.

XI. USE OF UNITED STATES-FLAG VESSELS:

This provision is applicable to all Federal-aid construction contracts, design-build contracts, subcontracts, lower-tier subcontracts, purchase orders, lease agreements, or any other covered transaction. 46 CFR Part 381.

This requirement applies to material or equipment that is acquired for a specific Federal-aid highway project. 46 CFR 381.7. It is not applicable to goods or materials that come into inventories independent of an FHWA funded-contract.

When oceanic shipments (or shipments across the Great Lakes) are necessary for materials or equipment acquired for a specific Federal-aid construction project, the bidder, proposer, contractor, subcontractor, or vendor agrees:

1. To utilize privately owned United States-flag commercial vessels to ship at least 50 percent of the gross tonnage (computed separately for dry bulk carriers, dry cargo liners, and tankers) involved, whenever shipping any equipment, material, or commodities pursuant to this contract, to the extent such vessels are available at fair and reasonable rates for United States-flag commercial vessels. 46 CFR 381.7.

2. To furnish within 20 days following the date of loading for shipments originating within the United States or within 30 working days following the date of loading for shipments originating outside the United States, a legible copy of a rated, 'on-board' commercial ocean bill-of-lading in English for each shipment of cargo described in paragraph (b)(1) of this section to both the Contracting Officer (through the prime contractor in the case of subcontractor bills-of-lading) and to the Office of Cargo and Commercial Sealift (MAR-620), Maritime Administration, Washington, DC 20590. (MARAD requires copies of the ocean carrier's (master) bills of lading, certified onboard, dated, with rates and charges. These bills of lading may contain business sensitive information and therefore may be submitted directly to MARAD by the Ocean Transportation Intermediary on behalf of the contractor). 46 CFR 381.7.

ATTACHMENT A - EMPLOYMENT AND MATERIALS PREFERENCE FOR APPALACHIAN DEVELOPMENT HIGHWAY SYSTEM OR APPALACHIAN LOCAL ACCESS ROAD CONTRACTS (23 CFR 633, Subpart B, Appendix B) This provision is applicable to all Federal-aid projects funded under the Appalachian Regional Development Act of 1965.

1. During the performance of this contract, the contractor undertaking to do work which is, or reasonably may be, done as on-site work, shall give preference to qualified persons who regularly reside in the labor area as designated by the DOL wherein the contract work is situated, or the subregion, or the Appalachian counties of the State wherein the contract work is situated, except:
    a. To the extent that qualified persons regularly residing in the area are not available.
    b. For the reasonable needs of the contractor to employ supervisory or specially experienced personnel necessary to assure an efficient execution of the contract work.
    c. For the obligation of the contractor to offer employment to present or former employees as the result of a lawful collective bargaining contract, provided that the number of nonresident persons employed under this subparagraph (1c) shall not exceed 20 percent of the total number of employees employed by the contractor on the contract work, except as provided in subparagraph (4) below.

2. The contractor shall place a job order with the State Employment Service indicating (a) the classifications of the laborers, mechanics and other employees required to perform the contract work, (b) the number of employees required in each classification, (c) the date on which the participant estimates such employees will be required, and (d) any other pertinent information required by the State Employment Service to complete the job order form. The job order may be placed with the State Employment Service in writing or by telephone. If during the course of the contract work, the information submitted by the contractor in the original job order is substantially modified, the participant shall promptly notify the State Employment Service.
3. The contractor shall give full consideration to all qualified job applicants referred to him by the State Employment Service. The contractor is not required to grant employment to any job applicants who, in his opinion, are not qualified to perform the classification of work required.
4. If, within one week following the placing of a job order by the contractor with the State Employment Service, the State Employment Service is unable to refer any qualified job applicants to the contractor, or less than the number requested, the State Employment Service will forward a certificate to the contractor indicating the unavailability of applicants. Such certificate shall be made a part of the contractor's permanent project records. Upon receipt of this certificate, the contractor may employ persons who do not normally reside in the labor area to fill positions covered by the certificate, notwithstanding the provisions of subparagraph (1c) above.
5. The provisions of 23 CFR 633.207(e) allow the contracting agency to provide a contractual preference for the use of mineral resource materials native to the Appalachian region.
6. The contractor shall include the provisions of Sections 1 through 4 of this Attachment A in every subcontract for work which is, or reasonably may be, done as on-site work.

EXHIBIT E

NOTICE TO SPONSOR
COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

During the performance of this contract, the SPONSOR, **CITY OF MORNOE**, for itself, its assignees, and successors in interest (hereinafter referred to as the "SPONSOR"), agree as follows:

1. Compliance with Regulations
   The SPONSOR shall comply with the Regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter referred to as DOT), Title 49, Code of Federal Regulations, part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

2. Nondiscrimination
   The SPONSOR, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The SPONSOR shall not participate either directly or indirectly in discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

3. Solicitations for Subcontracts, Including Procurement of Materials and Equipment
   In all solicitations either by competitive bidding or negotiations made by the SPONSOR for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the SPONSOR of the SPONSOR's obligations under this contract and the Regulations relative to nondiscrimination on the ground of race, color, sex, or national origin.

4. Information and Reports
   The SPONSOR shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information and its facilities as may be determined by the State Department of Transportation or the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations, orders, and instructions. Where any information required of a sponsor is in the exclusive possession of another who fails or refuses to furnish this information, the SPONSOR shall so certify to the State Department of Transportation, or the Federal Highway Administration as appropriate, and shall set forth what efforts it has made to obtain the information.

5. Sanctions for Noncompliance
   In the event of the SPONSOR's noncompliance with the nondiscrimination provisions of this contract, the State Department of Transportation shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:

a. Withholding of payments to the SPONSOR under the contract until the SPONSOR complies; and/or b. Cancellation, termination, or suspension of the contact, in whole or in part.

6. Incorporation of Provisions

The SPONSOR shall include the provisions of paragraphs (I) through (6) in every subcontract, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto.

The SPONSOR shall take such action with respect to any subcontractor or procurement as the State Department of Transportation or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event SPONSOR becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the SPONSOR may request the State to enter into such litigation to protect the interests of the state and, in addition, the SPONSOR may request the United States to enter into such litigation to protect the interests of the United States.

Exhibit F

GEORGIA DEPARTMENT OF TRANSPORTATION

BUY AMERICA CERTIFICATE OF COMPLIANCE

Date _____

WE, CITY OF MORNOE

Address: 215 N. Broad Street, Monroe, GA 30655-1843

Hereby certify that we are in compliance with the "Buy America" requirements of the Federal regulations 23 U.S.C. 313 and 23 CFR 635.410 of this PROJECT.

P.I. No. 0016630 – The project will construct approximately 2,300 linear feet of streetscape improvements in the downtown area along SR 11/North Broad Street, East Highland Avenue & North Lumpkin Street in the city of Monroe, Georgia.

WALTON COUNTY, CITY OF MONROE

As required, we will maintain all records and documents pertinent to the Buy America requirement, at the address given above, for not less than 3 years from the date of project completion and acceptance, if we do not provide the records and documents during invoicing. If all records and documents pertinent to the Buy America requirement are delivered during invoicing, then we will maintain all records and documents pertinent to the Buy America requirement for not less than three (3) years from the date conditional final payment has been received by the SPONSORS. These files will be available for inspection and verification by the Department and/or FHWA.

We further certify that the total value of foreign steel as described in the Buy America requirements for this project does not exceed one-tenth of one percent (0.1%) of the total contract price or $2,500.00, whichever is greater.

Signed by _____ City Administrator
(Logan Propes)

Subscribed and sworn to before me this _____day of _____, _____.

_____ My Commission Expires: 10/1/28
Kaitlyn Stubbs, Notary Public

Exhibit G

BUILD AMERICA, BUY AMERICA CERTIFICATE OF COMPLIANCE
FOR CONSTRUCTION MATERIALS

Date _____

WE, CITY OF MORNOE

Address: 215 N. Broad Street, Monroe, GA 30655-1843

Hereby certify that we are in compliance with the "BUILD AMERICA, BUY AMERICA" ("BABA") requirements of the Infrastructure Investment and Jobs Act ("IIJA"), as set forth under Pub. L. No. 117-58, §§ 70901-52, and that all construction materials as defined under BABA furnished for the referenced project, have been produced in the United States of America.

P.I. No. 0016630 - The project will construct approximately 2,300 linear feet of streetscape improvements in the downtown area along SR 11/North Broad Street, East Highland Avenue & North Lumpkin Street in the city of Monroe, Georgia.
WALTON COUNTY

We further certify that as required, we will maintain all records and documents pertinent to the BABA requirements, at the address given above, for not less than 3 years from the date of project completion and acceptance, if we do not provide the records and documents during invoicing. If all records and documents pertinent to the BABA requirements are delivered during invoicing, then we will maintain all records and documents pertinent to the BABA requirements for not less than three (3) years from the date conditional final payment has been received by the SPONSOR. These files will be available for inspection and verification by the Department and/or FHWA.

Signed by _____ City Administrator
(Logan Propes)

Subscribed and sworn to before me this _____day of _____,
_____.

_____ My Commission Expires: 10/1/28
Kaitlyn Stubbs, Notary Public

APPENDICES

Appendix A	Certification of CITY OF MONROE Drug-Free Workplace
Appendix B	Certification of Compliances
Appendix C	Georgia Security and Immigration Compliance Act Affidavit (E-Verify)
Appendix D	Sexual Harassment Prevention Policy Compliance
Appendix E	Certificate of Compliance with Annual Immigration Reporting Requirements/No Sanctuary Policy/Federal Law Enforcement Cooperation
Appendix F	**Reserved**
Appendix G	Certification of the Georgia Department of Transportation
Appendix H	Certification of CITY OF MONROE
Appendix I	CITY OF MONROE Certification Regarding Debarment, Suspension, and Other Responsibility Matters

APPENDIX A

CERTIFICATION OF CITY OF MONROE

DRUG-FREE WORKPLACE

I hereby certify that I am a duly authorized representative of CITY OF MORNOE whose address is 215 N. Broad Street, Monroe, GA 30655-1843 and it is also that:

1. The provisions of Section 50-24-1 through 50-24-6 of the Official Code of Georgia Annotated, relating to the "Drug-Free Workplace Act" have been complied with in full; and,

2. A drug-free workplace will be provided for the sponsor's employees during the performance of the contract; and,

3. Each subcontractor hired by the SPONSOR shall be required to ensure that the subcontractor's employees are provided a drug-free workplace. The SPONSOR shall secure from that subcontractor the following written certification: "As part of the subcontracting agreement with _____,_____ certifies to the SPONSOR that a drug-free workplace will be provided for the subcontractor's employees during the performance of this contract pursuant to paragraph (7) of subsection (b) of the Official Code of Georgia Annotated Section 50-24-3"; and,

4. It is certified that the undersigned will not engage in unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of the contract.

_____ _____

Date Signature

Name: Logan Propes

Title: City Administrator

APPENDIX B
CERTIFICATION OF COMPLIANCES

I hereby certify that I am the duly authorized representative of CITY OF MONROE whose address is 215 N. Broad Street, Monroe, GA 30655-1843, and it is also certified that:

I. PROCUREMENT REQUIREMENTS

The below listed provisions of State Procurement requirements shall be complied with throughout the contract period:

(a) Provisions of Section Chapters 2 and Chapters 4 of the Title 32 of the Official Code of Georgia Annotated. Specifically as to the County the provisions of O.C.G.A. § 32-4-40 et seq. and as to the Municipality the provisions of O.C.G.A. § 32-4-92 et seq.

II. STATE AUDIT REQUIREMENT

The provisions of Section 36-81-7 of the Official Code of Georgia Annotated, relating to the "Requirement of Audits" shall be complied with throughout the contract period in full, including but not limited to the following provisions:

(a) Each unit of local government having a population in excess of 1,500 persons or expenditures of $550,000.00 or more shall provide for and cause to be made an annual audit of the financial affairs and transactions of all funds and activities of the local government for each fiscal year of the local government.

(b) The governing authority of each local unit of government not included above shall provide for and cause to be made the audit required not less often than once every two fiscal years.

(c) The governing authority of each local unit of government having expenditures of less than $550,000.00 in that government's most recently ended fiscal year may elect to provide for and cause to be made, in lieu of the biennial audit, an annual report of agreed upon procedures for that fiscal year.

(d) A copy of the report and any comments made by the state auditor shall be maintained as a public record for public inspection during the regular working hours at the principal office of the local government. Those units of local government not having a principal office shall provide a notification to the public as to the location of and times during which the public may inspect the report.

III. SERVICE DELIVERY STRATEGY REQUIREMENT

The provisions of Section 36-70-20 et seq. of the Official Code of Georgia, relating to the "Coordinated And Comprehensive Planning And Service Delivery By Counties And Municipalities", as amended, has been complied with throughout the contract period.

_____ _____

Date Signature

Name: Logan Propes

Title: City Administrator

APPENDIX C

GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

P.I.# and Project Description:	0016630, SR 11; Highland Ave & N Lumpkin St @ 3 Locs in Monroe
Sponsor's Name:	City of Monroe
Sponsor's Address:	215 N. Broad Street Monroe, GA 30655-1843

SPONSOR AFFIDAVIT

By executing this affidavit, the undersigned person or entity verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, entity or corporation which is engaged in the physical performance of services on behalf of the Georgia Department of Transportation has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.

Furthermore, the undersigned person or entity will continue to use the federal work authorization program throughout the contract period and the undersigned person or entity will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10- 91(b). The undersigned person or entity hereby attests that its federal work authorization user identification number and date of authorization are as follows:

134652 — Federal Work Authorization User ID Number (EEV/E-Verify Company Identification Number)

7/8/2008 — Date of Authorization

CITY OF MONROE — Name of Sponsor

I hereby declare under penalty of perjury that the foregoing is true and correct

Logan Propes — Printed Name (of Authorized Officer or Agent)

City Administrator — Title (of Authorized Officer or Agent)

_____ — Signature (of Authorized Officer or Agent)

_____ — Date

Signed SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

___DAY OF_____, 20__

Kaitlyn Stubbs
Notary Public

My Commission Expires: 10/1/2028

APPENDIX D
SEXUAL HARRASMENT PREVENTION POLICY COMPLIANCE

The State of Georgia promotes respect and dignity and does not tolerate sexual harassment in the workplace. The State is committed to providing a workplace and environment free from sexual harassment for its employees and for all persons who interact with state government. All State of Georgia employees are expected and required to interact with all persons including other employees, contractors, and customers in a professional manner that contributes to a respectful work environment free from sexual harassment. Furthermore, the State of Georgia maintains an expectation that its contractors and their employees and subcontractors will interact with entities of the State of Georgia, their customers, and other contractors of the State in a professional manner that contributes to a respectful work environment free from sexual harassment.

Pursuant to the State of Georgia's Statewide Sexual Harassment Prevention Policy (the "Policy"), all contractors who are regularly on State premises or who regularly interact with State personnel must complete sexual harassment prevention training on an annual basis.

A contractor, including its employees and subcontractors, who have violated the Policy, including but not limited to engaging in sexual harassment and/or retaliation may be subject to appropriate corrective action. Such action may include, but is not limited to, notification to the employer, removal from State premises, restricted access to State premises and/or personnel, termination of contract, and/or other corrective action(s)deemed necessary by the State.

A. If Contractor is an individual who is regularly on State premises or who will regularly interact with State personnel, Contractor certifies that:

a. Contractor has received, reviewed, and agreed to comply with the State of Georgia's Statewide Sexual Harassment Prevention Policy located at https://doas.ga.gov/human-resources-administration/sexual-harassment-prevention/Statewide-Sexual-Harassment-Prevention-Policy;

b. Contractor has completed sexual harassment prevention training in the last year; or will complete the Georgia Department of Administrative Services' sexual harassment prevention training located at https://doas.ga.gov/human-resources-administration/employee-training (scroll down to section for entities without a LMS section) or this direct link https://www.youtube.com/embed/NjVt0DDnc2s?rel=0 prior to accessing State premises and prior to interacting with State employees; and on an annual basis thereafter; and,

c. Upon request by the State, Contractor will provide documentation substantiating the completion of sexual harassment training.

B. If Contractor has employees and subcontractors that are regularly on State premises or who will regularly interact with State personnel, Contractor certifies that:

1. Contractor will ensure that such employees and subcontractors have received, reviewed, and agreed to comply with the State of Georgia's Statewide Sexual Harassment Prevention Policy located at https://doas.ga.gov/human-resources-administration/board-rules-policy-and-compliance/jointly-issuedstatewide-policies/sexual-harassment-prevention-policy;

2. Contractor has provided sexual harassment prevention training in the last year to such employees and subcontractors and will continue to do so on an annual basis; or Contractor will ensure that such employees and subcontractors complete the Georgia Department of Administrative Services' sexual harassment prevention training located at https://doas.ga.gov/human-resources-administration/employee-training (scroll down to section for entities without a LMS section) or this direct link https://www.youtube.com/embed/NjVt0DDnc2s?rel=0 prior to accessing State premises and prior to interacting with State employees; and on an annual basis thereafter; and

C. Upon request of the State of the Georgia Department of Transportation, Contractor will provide documentation substantiating such employees and subcontractors' acknowledgment of the State of Georgia's Statewide Sexual Harassment Prevention Policy and annual completion of sexual harassment prevention training.

APPENDIX E

CERTIFICATION OF COMPLIANCE WITH ANNUAL IMMIGRATION REPORTING REQUIREMENTS/ NO SANCTUARY POLICY/FEDERAL LAW ENFORCEMENT COOPERATION

By executing this document, the undersigned duly authorized representative of the SPONSOR, certifies that the SPONSOR:

1) has filed a compliant Annual Immigration Compliance Report with the Georgia Department of Audits & Accounts ("GDA&A") for the preceding calendar year required by O.C.G.A. § 50-36-4(b), or has been issued a written exemption from GDA&A from doing so;

2) has not enacted a "Sanctuary Policy" in violation of O.C.G.A. § 36-80-23(b); and,

3) is in compliance with O.C.G.A. §§ 35-1-17 *et seq.* regarding its obligation to cooperate with federal immigration enforcement authorities to deter the presence of criminal illegal aliens.

As an ongoing condition to receiving funding from the Georgia Department of Transportation, the SPONSOR shall continue to remain fully compliant with O.C.G.A. §§ 50-36-4, 36-80-23 and 35-1-17 *et seq.* for the duration of time the subject agreement is in effect.

_____

Signature of Authorized Officer or Agent

Logan Propes

_____

Printed Name of Authorized Officer or Agent

City Administrator

_____

Title of Authorized Officer or Agent

_____

Date

APPENDIX F

Reserved

APPENDIX G
CERTIFICATION OF
THE GEORGIA DEPARTMENT OF TRANSPORTATION

I hereby certify that I am the Commissioner of the Department of Transportation of the State of Georgia, and that the above SPONSOR or its representative has not been required, directly or indirectly as an express or implied condition in connection with obtaining or carrying out this Agreement to:

a. employ or retain, or agree to employ or retain, any firm or person, or

b. pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind; except as here expressly stated, (if any):

I acknowledge that this certificate is to be furnished to the Federal Highway Administration, U.S. Department of Transportation, in connection with this Agreement involving participation of Federal-aid Highway Funds, and is subject to applicable State and Federal laws, both criminal and civil.

_____ _____
Date Commissioner

APPENDIX H
CERTIFICATION OF CITY OF MONROE

STATE OF GEORGIA

I hereby certify that I am the Mayor of the CITY OF MONROE in the State of Georgia, and that the above SPONSOR or its representative has not been required, directly or indirectly as an express or implied condition in connection with obtaining or carrying out this Agreement to:

a. employ or retain, or agree to employ or retain, any firm or person, or

b. pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind; except as here expressly stated, (if any):

I acknowledge that this certificate is to be furnished to the Federal Highway Administration, U.S. Department of Transportation, in connection with this Agreement involving participation of Federal - aid Highway Funds, and is subject to applicable State and Federal laws, both criminal and civil.

_____ Date

_____
CITY OF MONROE MAYOR
Name: John Howard
Title: Mayor

APPENDIX I
CITY OF MONROE
CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
AND
OTHER RESPONSIBILITY MATTERS

I hereby certify that I am the City Administrator and duly authorized representative of CITY OF MONROE, whose address is 215 N. Broad Street, Monroe, GA 30655-1843, and I certify that I have read and understand the attached instructions and that to the best of my knowledge and belief the firm and its representatives:

Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by the Georgia Department of Transportation and by any Federal department or agency;

1) Have not within a three year period preceding this Agreement been convicted of or had a civil judgment rendered against the firm or its representatives for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State, or Local) transaction or contract under a public transaction in violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

2) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and,

3) Have not within a three year period preceding this Agreement had one or more public transaction (Federal, State or Local) terminated for cause or default.

4) That the firm will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction" as attached hereto and without motivation, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

I acknowledge that this certification is provided pursuant to Executive Order 12549 and 49 CFR Part 29 and that this firm agrees to abide by the rules and conditions set forth therein for any misrepresentation that would render this certification erroneous, including termination of this Agreement and other remedies available to the Georgia Department of Transportation and Federal Government.

I further acknowledge that this certificate is to be furnished to the Georgia Department of Transportation, in connection with this Agreement involving participation of Federal-Aid Highway Funds, and is subject to applicable State and Federal laws, both criminal and civil.

_____ _____

Date Signature

(Seal)

Name: Logan Propes

Title: City Administrator

Instructions for Appendix I Certification

Certification Regarding Debarment, Suspension, and Other Responsibility Matters -- Primary Covered Transactions (SPONSORs)

1. By signing and submitting this contract the SPONSOR is providing the certification set out in Appendix A.

2. The inability of the SPONSOR to provide the certification required may not necessarily result in denial of participation in this covered transaction. The SPONSOR shall then submit an explanation of why it cannot provide the certification. The certification or explanation will be considered in connection with the Department's determination whether to enter into this transaction. However, failure of the SPONSOR to furnish a certification or an explanation shall disqualify such person or firm from participation in this transaction.

3. The certification, Appendix A, is a material representation of fact upon which reliance is placed by the Department before entering into this transaction. If it is later determined that the SPONSOR knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the Department may terminate this transaction for cause of default.

4. The SPONSOR shall provide immediate written notice to the Department if at any time the SPONSOR learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in these instructions and the certification, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the Department for assistance in obtaining a copy of those regulations.

6. The SPONSOR agrees by submitting this proposal/contract that should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person/firm who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction unless authorized by the Department.

7. The SPONSOR further agrees by submitting this proposal/contract that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," as provided by the Department without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

8. A SPONSOR, in a covered transaction may rely upon a certification of a prospective participant in lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. The SPONSOR may decide the method and frequency by which it determines the eligibility of its principals.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by these instructions. The knowledge and information of SPONSOR is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

10. Except for transactions authorized under paragraph 6 of these instructions, if the SPONSOR in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction in addition to other remedies available to the Federal Government, the Georgia Department of Transportation may terminate this transaction for cause or default.

RESOLUTION OF THE CITY OF MONROE, GEORGIA (the "CITY") AUTHORIZING PARTICIPATION IN AN AMICUS BRIEF IN THE CHANG V. CITY OF MILTON APPEAL PENDING BEFORE THE GEORGIA SUPREME COURT

WHEREAS, the Chang v. Milton litigation involves a claim of liability against the City of Milton, Georgia, for personal injuries due to a 2016 vehicle collision with a fixed obstruction (a masonry planter) located on City-owned right of way where the obstruction was outside the motoring lanes of travel;

WHEREAS, the masonry planter had been at the same location since 1992 and had never been the subject of a complaint or prior accident;

WHEREAS, at the trial court, the City of Milton was found to be partially at fault and a jury awarded money damages against the City of Milton of $35,000,000;

WHEREAS, on September 16, 2024, the Court of Appeals affirmed the findings of the trial court, City of Milton v. Chang, et. al., 373 Ga. App. 667 (2024) (Court of Appeals ruling);

WHEREAS, on June 24, 2025, the Supreme Court of Georgia granted certiorari, Supreme Court docket number S25G0476;

WHEREAS, the Georgia Supreme Court identified three issues upon which it wanted the Parties to focus in their appellate briefing:

1. Is the design and placement of objects on a shoulder of a roadway part of the ministerial duty of a municipality to keep its "streets and sidewalks in a reasonably safe condition" or is it a governmental function? Compare Mayor, Etc., of Dalton v. Wilson, 118 Ga. 100 (44 SE 830) (1903) with Town of Fort Oglethorpe v. Phillips, 224 Ga. 834 (165 SE2d 141) (1968). See generally OCGA § 36-33-1.

2. Is the placement of a planter on the shoulder of a roadway a "defect[] in the public roads of [the municipality's] municipal street system"? See OCGA § 32-4-93 (a).

3. For municipal immunity to be waived under the circumstances of this case, must the plaintiff show that the municipality violated its ministerial duty to keep its "streets and sidewalks in a reasonably safe condition" and that the planter on the shoulder of the roadway is a "defect[] in the public roads of [the municipality's] municipal street system"? Please address the interplay between OCGA § 36-33-1 and OCGA § 32-4-93 (a).

WHEREAS, the CITY believes that answers to the above legal questions are of significant value to its citizens and residents;

WHEREAS, the CITY believes that Supreme Court guidance on such questions may lead to the Court of Appeals ruling being overturned

WHEREAS, the CITY believes the Court of Appeals ruling is inconsistent with existing legal precedent; and,

WHEREAS, the CITY believes that it is in the best interests of the health, welfare, and safety of its citizens that the Court of Appeals ruling be reversed and that the questions presented by the Supreme Court be answered in a way that benefits Georgia's' cities.

NOW THEREFORE BE IT RESOLVED, that the CITY does hereby authorize participation in an amicus brief before the Georgia Supreme Court asking that the Court of Appeals ruling be reversed and that the Supreme Court's three proffered questions be answered in a way that is legally advantageous to Georgia's cities. An amicus brief so tendered may include the City's name as a participating party.

This _____, day of _____, 2025.

CITY OF MONROE, GEORGIA

By:_____
John Howard, Mayor

(SEAL)

Attest:

By:_____
Laura Powell, City Clerk

DEVELOPMENT AGREEMENT – BROOKLAND COMMONS SUBDIVISION

GEORGIA, WALTON COUNTY

THIS DEVELOPMENT AGREEMENT ("Agreement") is made and entered into on the ___ day of _____, 2025, by and between the **CITY OF MONROE, GEORGIA**, a Municipal Corporation chartered under the laws of the State of Georgia (hereinafter the "City") and **D.R. HORTON, INC.**, a Delaware corporation (hereinafter the "Developer").

PREAMBLE:

WHEREAS, Developer is the owner of that certain real property (together with all improvements now or hereafter located thereon) located in the City of Monroe, Walton County, Georgia, and being generally known as BROOKLAND COMMONS SUBDIVISION (the "Property"), (a detailed legal description of the same is attached hereto and incorporated herein by reference as Exhibit "A"); and

WHEREAS, Developer desires to develop the Property by constructing not more than 142 mixed residential units (the "Units"), inclusive of all roads and public utilities on the Property in accordance with City code and other requirements (the "Development"); and

WHEREAS, Developer has previously installed a sedimentary detention pond on the southerly end of the Property (the "Sediment Pond") (the Sediment Pond being shown on Exhibit "B" attached hereto); and,

WHEREAS, the City has taken the position that a stormwater level spreader (the "Level Spreader"), must be installed to replace the Sediment Pond at a later date; and,

WHEREAS, Developer desires to install the Level Spreader subject to the terms and mutual promises and obligations contained herein; and

WHEREAS, Developer desires that the City issue building permits (and certificates of occupancy) for the Development prior to the installation of the Level Spreader; and

WHEREAS, the City desires to issue building permits (and certificates of occupancy) for the Development upon the full execution of this Agreement; and

WHEREAS, this Agreement will become effective upon the execution by all Parties and shall be complied with in accordance with its terms.

NOW, THEREFORE, for and in consideration of the covenants and agreements hereinafter stated and for the sum of one dollar in hand paid, and for other good and valuable consideration received by the undersigned, the receipt and adequacy being hereby acknowledged, the Parties agree as follows:

AGREEMENT

1.

Development Requirements

A) **Requirements Generally.** The following conditions shall apply:

(1) Developer shall complete any and all specific conditions of this Agreement, as well as comply with all applicable rules, regulations, and conditions of the current City Ordinances, Development Regulations, Utility Department Specifications, and the Zoning Ordinance for the City (collectively, the "Development Standards"), except as where specifically excepted herein, in the development of the Property. In addition to the Development Standards for the City, the conditions contained in this Agreement shall apply. If there is a conflict between the Ordinances, the current Development Regulations for the City and this Agreement, the terms of this Agreement shall control.

(2) Developer acknowledges and agrees that the bonds required herein are specific conditions of this Agreement, and are in addition to the standard performance and maintenance bonds required by the City for other public or common infrastructure related to the Property that is not the Level Spreader and are **not** a supplantation thereof.

B) **Specific Conditions.** The following conditions shall apply:

(1) Subject to the timelines and trigger events or thresholds provided in this Section 1.B, Developer shall remove or cause to be removed or otherwise functionally replace the Sediment Pond and shall replace it with the Level Spreader in accordance with the plans provided by SPG

Planners + Engineers, the same being attached hereto as Exhibit "C" (the "Level Spreader Installation Project").

(2) The Parties acknowledge and agree that the City shall allow Developer to apply for and be issued up to eighty percent (80%) of the approximate 142 building permits (and certificates of occupancy for the same, when applicable) available for the Development prior to the completion of the Level Spreader Installation Project. The Parties further acknowledge and agree that the City shall not issue the remaining 20% of the building permits for the Units (and certificates of occupancy for the same) until such time as the Sediment Pond has been functionally replaced by the Level Spreader and the Level Spreader Installation Project is complete and has been inspected and approved by the City.

(3) The Parties acknowledge and agree that the Developer shall be responsible for any and all costs of any type or kind associated with the construction and maintenance of the Level Spreader.

(4) Developer shall enter into a contract with a bank or other financial institution (a "Liquidity Provider") rated in the highest short-term rating category by Standard & Poor's Corporation, Moody's Investors Service, or A. M. Best & Company to provide a prepaid, fixed interest surety performance bond or irrevocable letter of credit payable to the City, in the amount of $78,150.00 in a form acceptable to the City Attorney in order to ensure performance of the installation of the Level Spreader Installation Project. Th term of the performance bond shall commence on (or within ten (10) days) after the date this Agreement is fully executed, and shall terminate on the earlier of: (i) the date that is thirty-six (36) months thereafter, or (ii) the date upon which the Level Spreader Installation Project is completed and passes City inspection and approval. Developer shall ensure that the Level Spreader Installation Project is properly completed and in compliance with all Development Standards of the City. If said Level Spreader Installation Project is not properly installed to the aforementioned specifications, the City may assume responsibility for repairing the Level Spreader Installation Project to the Property utilizing

vendors of its choosing, provided such vendors must be commercially qualified, reasonable, and charge industry standard rates, and charge against the performance bond amounts identified hereinabove for such costs; provided, however, that the City agrees it shall not take any such action or claim against the performance bond or assume any responsibility or obligation of Developer hereunder without first providing written notice to Developer of its non-compliance and providing Developer with a ten (10) business day cure period commencing on the date notice is received by Developer to correct any noncompliance of Developer's obligations set forth under Section 1.B.4. hereof.

(5) Developer shall enter into a contract with a Liquidity Provider rated in the highest short-term rating category by Standard & Poor's Corporation, Moody's Investors Service, or A. M. Best & Company to provide a prepaid, fixed interest surety maintenance bond or irrevocable letter of credit payable to the City, in the amount of $26,050.00 in a form acceptable to the City Attorney, in order to cover costs of maintaining the Level Spreader in accordance with all Development Standards. Said maintenance bond shall have a term of forty-eight (48) months from the date the Level Spreader Installation Project is complete.

Following the execution of this Agreement, Developer shall ensure that the Level Spreader, once constructed, is properly maintained and in compliance with the Development Standards for a period of time not less than the term of the maintenance bond as stated hereinabove. If the Level Spreader is not properly maintained to the aforementioned specifications during that time, the City may assume responsibility for maintaining and repairing Level Spreader to the Property utilizing vendors of its choosing, provided such vendors must be commercially qualified, reasonable, and charge industry standard rates, and charge against the maintenance bond amounts identified hereinabove for such costs; provided, however, that the City agrees it shall not take any such action or claim against the maintenance bond or assume any responsibility or obligation of Developer hereunder without first providing written notice to Developer of its non-compliance and providing Developer with a ten (10) business day cure

period commencing on the date notice is received by Developer to correct any noncompliance of Developer's obligations set forth under Section 1.B.5. hereof.

Provided Developer complies with terms and provisions of this Agreement, the City, in consideration for Developer's obligations herein, confirms it shall process and issue building permits and certificates of occupancy in a reasonable, timely, and prudent manner.

2.

Date of Effectiveness of this Agreement

This Agreement shall be effective between the Parties, their successors and assigns, immediately upon the execution of this Agreement by all Parties.

3.

Previous Written and Oral Statements

The terms and conditions of this Agreement shall supersede any previous agreement or written or oral statements between the Parties concerning the subject matter herein. The Parties agree that time shall be of the essence of this Agreement. This Agreement may be executed in counterparts and each such counterpart, and all counterparts together, shall constitute the original Agreement.

4.

Amendment and Modification of Agreement

This Agreement represents the entire understanding of the Parties hereto, and any amendments, changes, additions or deletions shall be made in writing upon the mutual agreement of the Parties, executed by the City and the Developer.

5.

Binding Effect

This Agreement shall be binding upon the undersigned and their agents, heirs, administrators, executors, successors and assigns. The promises and covenants contained within this Agreement shall run with the land. Subject to and except from the terms of Section 15 hereof, the Parties expressly stipulate that there are no third-party beneficiaries to this Agreement.

6.

Future Changes in Development Specifications

The Level Spreader Installation Project shall be developed to the standards established by the Development Standards in effect as of the date of this Agreement. Developer agrees to develop and/or maintain the Level Spreader Installation Project in accordance with any ancillary updates or modifications to the Development Standards, provided any such change, update or modification does not change the scope, scale or costs of the Level Spreader Installation Project as specified in Exhibit "C."

7.

Captions and Definitions

Captions, the description headings of the separate articles, sections and paragraphs contained in this Agreement are inserted for convenience only and shall not control or affect the meaning or construction of any of the provisions hereof.

"Developer" includes the above-named party responsible for performing the specific conditions of this Agreement, as well as complying with all applicable rules, regulations and conditions of the Development Standards, except as where specifically excepted herein, in the development of the Improvements. "Developer" also includes any assignee or successor in interest of Developer under this Agreement.

All terms used in this Agreement which are not otherwise defined herein shall be defined in the manner prescribed by the City Ordinances, as applicable.

8.

Severability

The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, all of which other provisions shall remain in full force and effect to the extent permitted by law.

Each person executing or attesting this Agreement warrants and represents that he or she is fully authorized to do so. Each person also stipulates that he or she has been afforded an adequate opportunity

to read this Agreement and to consult with an attorney prior to executing the same, and that all signatures are given knowingly, voluntarily, and with full awareness of the terms contained herein. The Parties also agree that this Agreement has been prepared after negotiations and, as a result, neither party may be considered the sole author thereof, and it should not be construed in favor or against either party by a court of competent jurisdiction.

9.

Applicable Law

The laws of the State of Georgia shall govern the validity, interpretation, performance and enforcement of this Agreement and any dispute involving this Agreement without regard to conflicts of laws principles.

10.

Enforcement

In the event that Developer, its successors, or its assignees fail to comply with all the aforementioned terms of this Agreement or the Development Standards following receipt of written notice of such failure and being provided a ten (10) business day cure period to correct such failure, such cure period commencing on the date such written notice is received, the City shall be authorized to refuse building permits, construction permits, and certificates of occupancy for the Units.. If, prior to completion of Developer's obligations outlined in Section 1(A) and Section 1(B) herein, any individual or entity that is not a party to this Agreement brings an action against the City relating to Developer's breach of its obligations as outlined in Section 1(A) and Section 1(B) herein, or if it becomes necessary for the City to bring an action under this Agreement against Developer or its agents for a breach of Developer's obligation herein (beyond the applicable notice and cure period), then, Developer, its successors, or its assignees shall be responsible for reimbursing the City for all costs and expenses, including attorneys fees, incurred in connection with such a proceeding, so long as the City prevails in such an action, and less and except any loss, cost, claim or damage that is the result of the City's negligence or intentional

misconduct. This agreement may be enforced by the Superior Court of Walton County or any other court having jurisdiction over the same.

11.

Indemnification

Developer for itself and all entities performing work under the terms of this Agreement at Developer's request, hereby specifically promises and warrants to fully indemnify and hold harmless the City, its agents, assigns and/or representatives against any and all claims, causes of action, actions, liens, demands, rights to causes of action, damages and claims of damages sustained, or claimed to have been sustained, on account of any known and unknown personal injuries, deaths and/or property damage occurring during the performance of the work involved in Section 1(A) and Section 1(B) and arising out of or in any way related to the performance of such work, whether or not said claims, causes of action, actions, liens, demands, rights to causes of action or damages, less and except to the extent any such claims, loss or damage is the result, in all or part , from the negligent acts, omissions, or misconduct of the City, its agents, assigns and/or representatives.

Any and all indemnity obligations of Developer under this Agreement shall expire on the date that is two (2) years after the completion of the Level Spreader Installation Project. The provisions of this section are contractual and are not merely recitals.

12.

Insurance

From the date of execution of this Agreement up and until the completion of all obligations of Developer contained within Section 1(A) and Section 1(B) of this Agreement, Developer shall carry public liability insurance naming the City as an additional insured in a minimum amount of One Million Dollars ($1,000,000.00) in respect to the aggregate claims arising out of a single occurrence and One Million Dollars ($1,000,000.00) in property damage. A copy of the policy or a certificate of insurance

shall be delivered to the City contemporaneously with the execution of this Agreement and Developer shall supply the City with a renewal policy or certificate prior to the expiration of each renewal or succeeding policy or certificate as requested by the City. Such insurance policy shall provide that the insurer shall not cancel such policy unless such insurer shall deliver to the City notice of such cancellation no later than thirty (30) days prior to the date of such cancellation.

13.

Rights Cumulative

All rights, powers and privileges conferred hereunder upon Parties hereto shall be cumulative but not restrictive to those given by law. No waiver of any default hereunder shall be implied from any omission to take any action on account of such default if such default persists or is repeated, and no express waiver shall affect any default other than the default specified in the express waiver and that only for the time and to the extent therein stated. One or more waivers by a party shall not be construed as a waiver of a subsequent breach of the same covenant, term or condition.

14.

Stipulation and Waiver

In the event of a breach of this Agreement by any party hereto, remedies shall be limited to equitable relief and monetary damages limited to actual, reasonable loss and expenses; both parties hereto knowingly and voluntarily waive any right to seek monetary relief in the form of punitive or compensatory damages.

15.

Assignability

The parties acknowledge that Developer shall have the right to assign all of its rights and obligations under this Agreement to Brookland Commons Homeowners Associations, Inc., a Georgia nonprofit corporation (the "HOA"), provided that Developer is the Declarant of the HOA at the time of assignment, and further provided that Developer provides notice of the assignment to the City after the assignment takes effect. Notwithstanding any permitted assignment or delegations of duties or

obligations, the City shall have the right to enforce this Agreement against the Developer and the Developer hereby expressly waives any defense based on such assignment.

16.

Notice

Any notice required or permitted hereunder shall be given in writing and sent by email or certified mail, return receipt requested, to the parties hereto at the following addresses, and shall be deemed effective on the date received by the recipient party:

If to Developer:	Shawn A. Tokanel, Division President D. R. Horton, Inc. 1371 Dogwood Drive SW Conyers, Georgia 30012 Phone: (678) 750-1791 Email: stokanel@drhorton.com
With copy to:	Kip Krieger, East Division Counsel D. R. Horton, Inc. 1371 Dogwood Drive SW Conyers, Georgia 30012 Phone: (407) 371-8401 Email: mkkrieger@drhorton.com
If to City:	City of Monroe, Georgia Attn: Logan Propes, City Administrator 215 N. Broad St. Monroe, Georgia 30655 770-267-7536 lpropes@monroega.gov
With Copy to:	Rosenthal Wright, LLC Attn: Paul Rosenthal, Esq. 110 Court St. Monroe, Georgia 30655 770-267-2894 paul@rosenthalwright.com

[END OF AGREEMENT, SIGNATURE PAGES FOLLOW]

IN WITNESS WHEREOF, the undersigned have hereunto set their hands and affixed their seals the day and year first above written.

Signed, sealed and delivered
in the presence of:

_____
Unofficial Witness

_____
Notary Public
My Commission expires _____.
[Seal]

D.R. HORTON, INC.

_____**(SEAL)**
By: _____
Its: _____

Signed, sealed and delivered
in the presence of:

_____
Unofficial Witness

_____
Notary Public
My Commission expires _____.
[Seal]

CITY OF MONROE

_____**(SEAL)**
John Howard, Mayor

Attest:_____
Logan Propes, City Administrator

(CITY SEAL)

Exhibit "A"

(d

LEGAL DESCRIPTION

ALL THAT TRACT OR PARCEL OF LAND LYING AND BEING IN THE 419TH GEORGIA MILITIA DISTRICT OF WALTON COUNTY, ALSO BEING IN THE CITY OF MONROE, BEING MORE FULLY DESCRIBED AS FOLLOWS:

TO FIND THE ***POINT OF BEGINNING***, COMMENCE AT A POINT ON THE SOUTHEAST RIGHT-OF-WAY OF EAST CHURCH ROAD/GA. HWY. #83 (a.k.a. GOOD HOPE ROAD) WHERE THE CENTERLINE (IF EXTENDED) OF YOUNG STREET INTERSECTS SAID RIGHT-OF-WAY, THENCE PROCEED NORTHEASTERLY ALONG SAID RIGHT-OF-WAY OF EAST CHURCH ROAD/GA. HWY. #83 (a.k.a. GOOD HOPE ROAD), 739.2 FEET TO A 1/2 INCH REBAR AND CAP SET, THE ***POINT OF BEGINNING***.

THENCE, CONTINUE ALONG SAID RIGHT-OF-WAY, NORTH 71 DEGREES 50 MINUTES 21 SECONDS EAST, 480.66 FEET TO A POINT;

THENCE, NORTH 70 DEGREES 42 MINUTES 16 SECONDS EAST, 320.36 FEET TO A 1/2 INCH REBAR AND CAP SET;

THENCE, LEAVING SAID RIGHT-OF-WAY, SOUTH 18 DEGREES 21 MINUTES 04 SECONDS EAST, 1,150.59 FEET TO A 1/2 INCH REBAR;

THENCE, SOUTH 18 DEGREES 19 MINUTES 34 SECONDS EAST, 464.00 FEET TO A 1 INCH IRON ROD;

THENCE, SOUTH 18 DEGREES 19 MINUTES 09 SECONDS EAST, 104.52 FEET TO AN AXLE;

THENCE, SOUTH 18 DEGREES 19 MINUTES 09 SECONDS EAST, 142.28 FEET TO THE CENTER OF GRUBBY CREEK;

THENCE, ALONG SAID CENTER OF CREEK, SOUTH 88 DEGREES 37 MINUTES 01 SECONDS WEST, 47.77 FEET;
SOUTH 69 DEGREES 55 MINUTES 46 SECONDS WEST, 29.66 FEET;
NORTH 75 DEGREES 51 MINUTES 09 SECONDS WEST, 32.56 FEET;
NORTH 44 DEGREES 17 MINUTES 24 SECONDS WEST, 51.92 FEET;
NORTH 50 DEGREES 49 MINUTES 44 SECONDS WEST, 22.77 FEET;
NORTH 87 DEGREES 25 MINUTES 29 SECONDS WEST, 42.28 FEET;
NORTH 79 DEGREES 58 MINUTES 09 SECONDS WEST, 51.49 FEET;
SOUTH 18 DEGREES 25 MINUTES 46 SECONDS WEST, 35.56 FEET;
NORTH 62 DEGREES 42 MINUTES 19 SECONDS WEST, 60.57 FEET;
NORTH 85 DEGREES 14 MINUTES 34 SECONDS WEST, 39.90 FEET;
NORTH 36 DEGREES 44 MINUTES 14 SECONDS WEST, 36.36 FEET;
SOUTH 80 DEGREES 57 MINUTES 41 SECONDS WEST, 50.12 FEET;
SOUTH 72 DEGREES 51 MINUTES 46 SECONDS WEST, 42.90 FEET;
SOUTH 52 DEGREES 08 MINUTES 56 SECONDS WEST, 72.01 FEET;
NORTH 74 DEGREES 02 MINUTES 44 SECONDS WEST, 74.47 FEET;
SOUTH 70 DEGREES 26 MINUTES 26 SECONDS WEST, 32.59 FEET;

NORTH 86 DEGREES 17 MINUTES 14 SECONDS WEST, 42.47 FEET;
SOUTH 48 DEGREES 33 MINUTES 26 SECONDS WEST, 29.55 FEET;
SOUTH 33 DEGREES 32 MINUTES 14 SECONDS EAST, 62.77 FEET;

[Description Continues and Ends on Following Page]

SOUTH 76 DEGREES 54 MINUTES 46 SECONDS WEST, 41.49 FEET;
SOUTH 60 DEGREES 38 MINUTES 51 SECONDS WEST, 42.53 FEET;
NORTH 83 DEGREES 37 MINUTES 39 SECONDS WEST, 50.40 FEET;
SOUTH 64 DEGREES 42 MINUTES 21 SECONDS WEST, 65.92 FEET;
SOUTH 09 DEGREES 04 MINUTES 29 SECONDS EAST, 55.79 FEET;
SOUTH 34 DEGREES 29 MINUTES 06 SECONDS WEST, 59.79 FEET;
SOUTH 06 DEGREES 51 MINUTES 46 SECONDS WEST, 62.60 FEET;
SOUTH 44 DEGREES 49 MINUTES 16 SECONDS WEST, 51.33 FEET;
SOUTH 62 DEGREES 27 MINUTES 21 SECONDS WEST, 29.87 FEET;
SOUTH 88 DEGREES 40 MINUTES 11 SECONDS WEST, 2.74 FEET;
NORTH 80 DEGREES 30 MINUTES 29 SECONDS WEST, 26.52 FEET;
SOUTH 66 DEGREES 41 MINUTES 06 SECONDS WEST, 24.48 FEET;
SOUTH 20 DEGREES 02 MINUTES 16 SECONDS WEST, 33.61 FEET;
SOUTH 59 DEGREES 12 MINUTES 26 SECONDS WEST, 42.42 FEET;
SOUTH 46 DEGREES 28 MINUTES 56 SECONDS WEST, 29.33 FEET;

THENCE, LEAVING SAID CENTER OF CREEK, NORTH 30 DEGREES 22 MINUTES 39 SECONDS WEST, 635.40 FEET TO A 1/2 INCH OPEN TOP PIPE;

THENCE, NORTH 60 DEGREES 14 MINUTES 31 SECONDS EAST, 142.63 FEET TO A 1/2 INCH OPEN TOP PIPE;

THENCE, NORTH 28 DEGREES 16 MINUTES 26 SECONDS WEST, 728.63 FEET TO A 1/2 INCH REBAR AND CAP SET;

THENCE, NORTH 52 DEGREES 31 MINUTES 06 SECONDS EAST, 254.83 FEET TO A 1/2 INCH REBAR WITH CAP;

THENCE, NORTH 78 DEGREES 24 MINUTES 06 SECONDS EAST, 201.81 FEET TO A 1/2 INCH REBAR AND CAP SET;

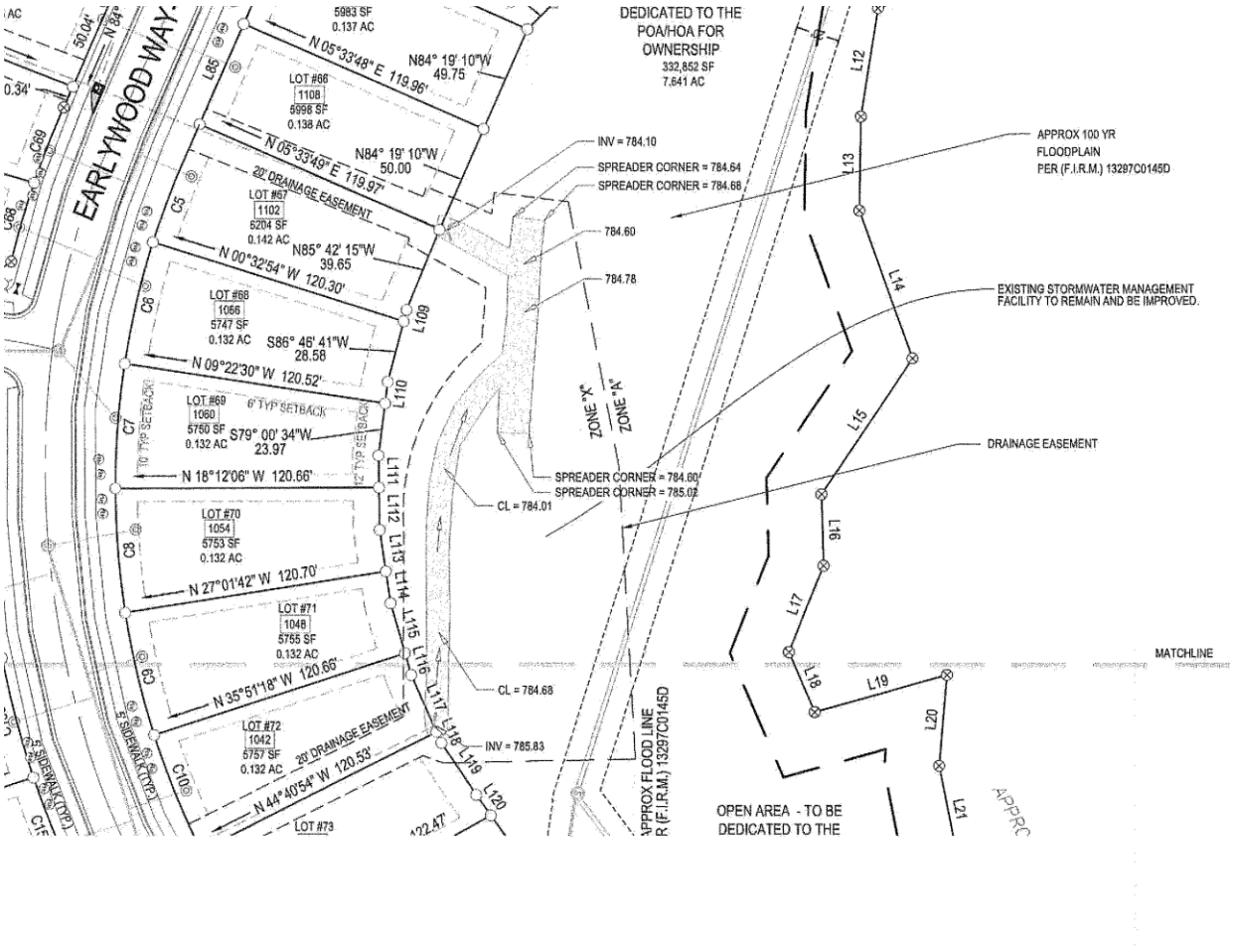
THENCE, NORTH 03 DEGREES 12 MINUTES 34 SECONDS WEST, 109.38 FEET TO A 1/2 INCH REBAR;

THENCE, NORTH 18 DEGREES 13 MINUTES 14 SECONDS WEST, 196.08 FEET TO A 1/2 INCH REBAR AND CAP SET;

THENCE, NORTH 26 DEGREES 00 MINUTES 39 SECONDS WEST, 163.09 FEET TO THE ***POINT OF BEGINNING***.

SAID TRACT OR PARCEL CONTAINING ***43.43 ACRES (1,892,000 SQUARE FEET)***.

Exhibit “B”



Note: Sediment Pond is currently located in the drainage easement currently containing the (yet to be built) spreader

Exhibit “C”

See Attached.

SPG Planners + Engineers
1725 Electric Avenue
Suite 320
Watkinsville, GA 30677

T: 706 769 9515
E: hello@onespg.com
onespg.com

February 13, 2025

Mr. Patrick Kelley
City of Monroe, Code Director
215 N Broad St
Monroe, GA 30655
Via email: (pkelley@monroega.gov)

RE: Brookland Commons
Bond Valuation Letter – Level Spreader

Mr. Kelley,

The developer (defined below) of Brookland Commons wishes to bond the removal and replacement of the sediment storage basin with a level spreader. Attached please find bond valuation calculations and associated documentation for your review and use. Please note, this estimation assumes the level spreader will be installed per stamped plans dated 10/21/24.

Developer Name: DR Horton
Developer Address: 1371 Dogwood Drive SW, Conyers, GA 30012
Development Name: Brookland Commons
Development Address: 935 Good Hope Rd Monroe, GA 30655

Respectfully submitted,

Maggie Taylor

Maggie Taylor, PE
Studio Lead
SPG Planners + Engineers

Brookland Commons 2/13/2025

Itemization - Sediment Storage Pond Stabilization

Improvements listed below for sediment storage pond stabilization not yet complete

	Description	Quantity	Unit	Cost
1	Mobilization	1	LS	$ 9,500.00
2	Sediment Storage Pond Demolition & Removal	1	LS	$ 30,000.00
3	Level Spreader Installation	1	LS	$ 12,600.00
	TOTAL			**$ 52,100.00**

NOTE: Price data based on Dekalb Pipeline Company proposal dated 2/18/25 and included herein

2101 Plunkett Road Conyers, GA 30012
Office (770) 929-8811

Date 02/18/2025

Company DR Horton

Location 1371 Dogwood Dr
Conyers, GA 30012

Submitted By Jason Heyman

Phone 470-496-6151
Email JasonH@DekalbPipeline.com

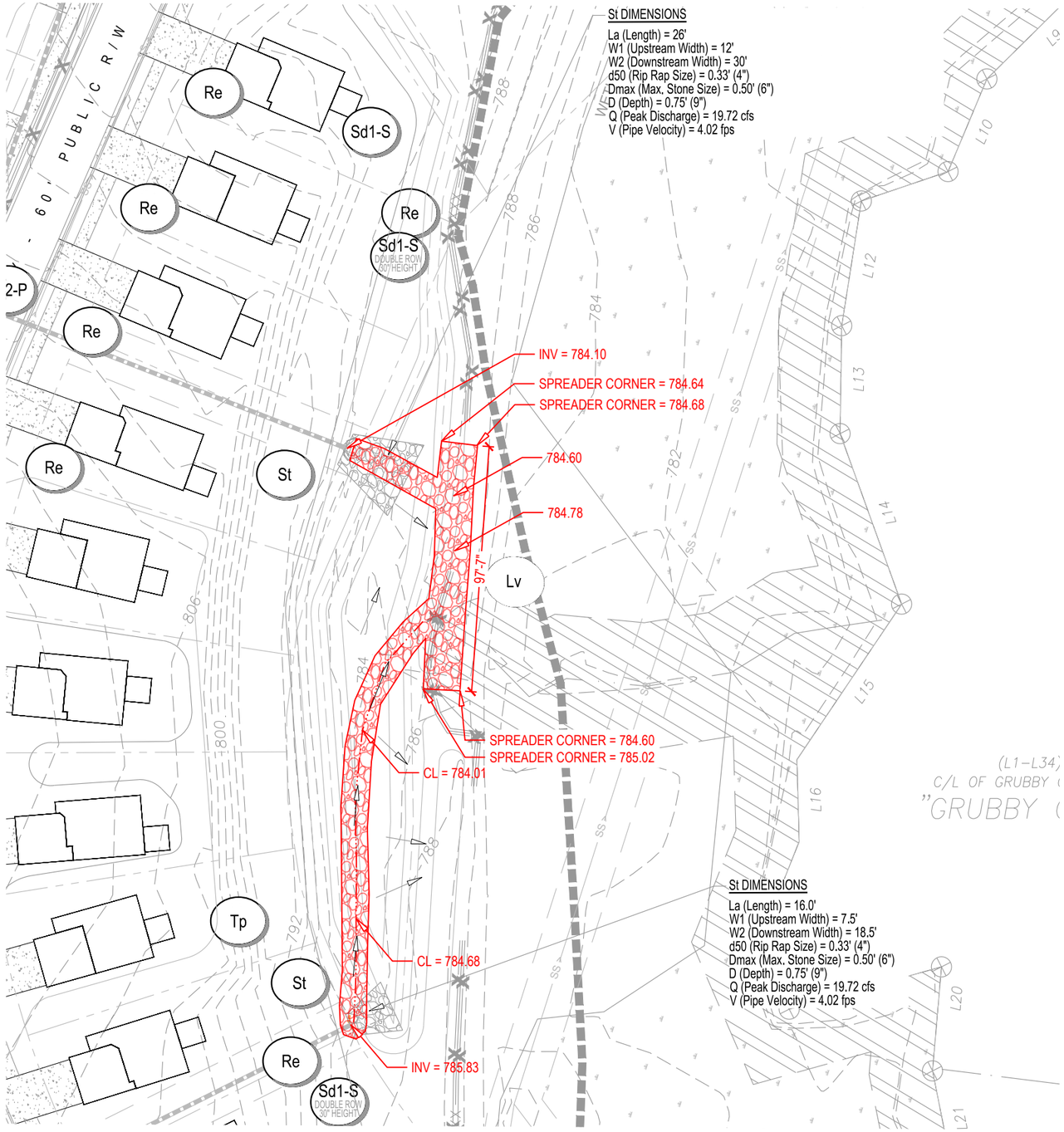
PROJECT NAME & LOCATION: Brookland Commons

Plans by: Smith Planning Group 09/28/2021

Mobilize Excavator/Dozer/Skid Steer	**$**	**9,500.00**
Demo dam/haul & spread on site	**$**	**30,000.00**
Install level spreader	**$**	**12,600.00**
PROJECT TOTAL	**$**	**52,100.00**

Dekalb Pipeline Company
Jason Heyman

DR Horton
Matt Holder



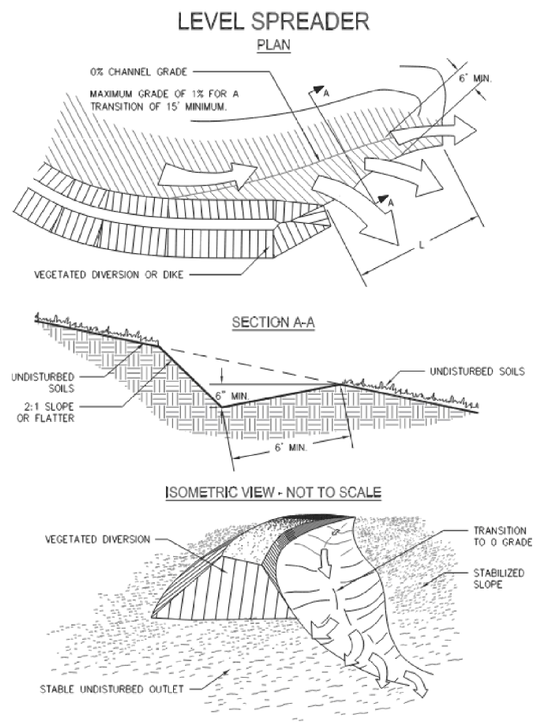


Figure 6-23.1

GEORGIA REGISTERED No. 035656 PROFESSIONAL ENGINEER EDWARD LANE

10/21/2024

The level spreader was constructed in lieu of modifying a temporary sediment basin into a permanent detention pond. Rather than remove the temporary sediment pond and regrading the area to allow direct discharge into the floodplain, the level spreader solution was proposed and approved through consultation with Monroe's Storm Water Technician & Inspector.

The regular and proper ongoing maintenance of level spreader is the critical for its intended function.

This layout and design was approved by the City of Monroe and included in the recorded Final Plat.

To: City Council

From: Brad Callender, Planning & Zoning Director

Department: Planning & Zoning

Date: 7/1/2025

Subject: Capital Improvement Element & Impact Fee Study

Budget Account/Project Name: N/A

Funding Source: N/A

Budget Allocation: N/A

Budget Available: N/A

Requested Expense: N/A **Company of Record:** N/A

Description:

The next step in the consideration of the adoption of Development Impact Fees requires the City Council to adopt the state approved Capital Improvements Element and Impact Fee Study.

Background:

The Comprehensive Plan adopted in June 2022 includes a community work program goal to explore the adoption of Impact Fees. Marilyn Hall from Hall Consulting presented background information and a public hearing was held at the April 11, 2023 City Council meeting to discuss Impact Fee Methodology. A Development Impact Fee Advisory Committee was established with members appointed by City Council, and the Committee met on June 28, 2023, and August 16, 2023. At the 2nd meeting of the Development Impact Fee Committee on August 16, 2023, the committee made a recommendation to City Council that Development Impact Fees would benefit the City and further recommended proceeding with adoption of Impact Fees. The Georgia Development Impact Fee Act and the Standards and Procedures for Local Comprehensive Planning requires the preparation of a Capital Improvement Element (CIE) and Impact Fee Study (IFS) to be reviewed and approved by the Northeast Georgia Regional Commission and the Georgia Department of Community Affairs. Hall Consulting began preparing the CIE and IFS in 2023. The CIE and IFS prepared by Hall Consulting, was completed in January of 2024. The City Council approved transmittal of the CIE and IFS to the NEGRC and DCA for official review on January 9, 2024. Hall Consulting, working with NEGRC and DCA, went through two rounds of review and the CIE and IFS was approved July 30, 2024. The next step in the process of implementing impact fees is to adopt the approved CIE and IFS.

Recommendation:

Adopt the July 24, 2024 version of the Capital Improvement Element (CIE) and Impact Fee Study (IFS) prepared by Hall Consulting that was approved by the Northeast Georgia Regional Commission and the Georgia Department of Community Affairs on July 30, 2024. **NOTE: This is not the actual adoption of impact fees, only the adoption of the approved Capital Improvements Element and Impact Fee Study.**

Attachment(s):

NEGRC Findings

Approved Capital Improvements Element & Impact Fee Study

NEGRC
NORTHEAST GEORGIA REGIONAL COMMISSION

LOCAL PLAN REVIEW

Report of Findings & Recommendations

Northeast Georgia Regional Commission • 305 Research Drive, Athens, Georgia • www.negrc.org

The Department of Community Affairs (DCA) and the Northeast Georgia Regional Commission (NEGRC) have completed their review of the following local plan document. Interested parties were asked to submit their comments about the document during a 15-day period, beginning on **2/15/24** and ending on **3/1/24**. This report contains DCA's review and findings, the NEGRC's review, and a list of comments received from interested parties.

Name of Document: Capital Improvements Element & Impact Fee Study

Review Type: Capital Improvements Element (new)

Submitting Local Government(s): City of Monroe

Plan Preparer (if not local government): Hall Consulting

Department of Community Affairs Review & Findings

Our staff has reviewed the Capital Improvement Element amendment for the Cit of Monroe and has determined that it adequately addresses applicable requirements. The next step is for the local governments to adopt the CIE. As soon as your office provides written notice that the CIE has been adopted and provides DCA with a digital copy of the final adopted version of this document, DCA will update its records to reflect this plan amendment.

Summary of Hearing

A hearing was held on 2/21/24 at the Northeast Georgia Regional Commission. The hearing was advertised via a notice emailed to contiguous and potentially affected local governments, regional commissions, and state agencies on 2/15/24. No interested parties attended.

NEGRC Review

The submitted plan is generally consistent with the Regional Plan & Regional Resource Plan.

☒ **Yes** ☐ **No**

Findings & Recommendations:

By providing a mechanism for new development to pay a proportionate share of the cost of new public facilities, the proposed CIE is consistent with the following Regional Plan policies:

- Pricing in the cost of potential impacts of development on public infrastructure (under Goal 1, "enhance economic mobility and competitiveness"),
- Ensuring that all residents have reasonable access to essential goods and services, including greenspace (under Goal 2, "elevate public health and equity for all residents and visitors"), and
- Ensuring that growth and new development do not burden existing levels of service (under Goal 3, "support and add value to existing communities").

The submitted CIE is also consistent with the Regional Plan's policies related to Goal 5, "improve connectivity and transportation choices." The program of work in Table 33 includes projects related to streets, sidewalks, complete streets, trail planning, and airport facilities; however, only road projects are listed as being funded by

Impact Fees. Transportation facilities are included in both the Transportation and Parks sections of the CIE, described below:

- *Parks:* Trail miles are considered throughout the impact fee calculations for park facilities and would be addressed within Parks and Recreation projects listed in Table 33 (e.g., park improvement projects, implementation of the Parks Master Plan).

- *Transportation:* The tables within the Transportation section only identify needs and costs of "lane miles." With its submittal of this revised CIE, the City included a memo (dated 04/15/24), which states that the estimated lane miles cost "is inclusive of all expected costs, including signals, landscaping, sidewalks, and bike lanes." To avoid potential uncertainty for those implementing the CIE in the future, it would be helpful to add this description of what is included in "lane miles" to the CIE.

There are potential conflicts with neighboring jurisdictions' comprehensive plans.
☐ **Yes** ☒ **No**
Findings & Recommendations:
No potential conflicts were identified.

Opportunities for inter-jurisdictional/regional solutions to common issues *[findings & recommendations]:*
No potential opportunities were identified.

Review of internal consistency *[findings & recommendations]:*
The CIE is consistent with the City of Monroe's 2022 Comprehensive Plan Update. Projects within the program of work are supported by needs and opportunities identified in the Comprehensive Plan. Demographic analysis and projections used in the impact fee study are based on assessments within the Comprehensive Plan.

Carol Flaute
Senior Community Planner

Comments from Interested Parties

None received.

CAPITAL IMPROVEMENTS ELEMENT & IMPACT FEE STUDY

CITY OF MONROE, GEORGIA
AN ELEMENT OF THE COMPREHENSIVE PLAN

July 24, 2024

Approved by the Georgia Department of Community Affairs and the Northeast Georgia Regional Commission on July 30, 2024

Contents

Introduction ***4***
Capital Improvements Element 4
Impact Fee Study 5
Methodology and Approach 6
Credits 6

Demographics and Projections ***8***
Day/Night Population 9

Impact Fee Calculations ***10***

Parks **10**

Service Area 10
Level of Service 10
Future Demand 12
Methodology for Calculating Proportionate Share 12
Future Cost 14
Scheduling Individual Projects and Improvements 15
Credits 16
Parks Impact Fee Result 17

Fire Protection **17**

Service Area 17
Level of Service 17
Future Demand 18
Future Costs 18
Project Costs Attributable to New Development 19
Credit 20
Fire Protection Impact Fee Result 20
Schedule of Fire Department Capital Improvements 20

Police **22**

Service Area 22
Level of Service 22
Future Demand 22
Buy In Approach for New Development 23
Credit 23
Police Impact Fee Result 24
Schedule of Payments and Capital Improvements for Police Facilities 24

Transportation **25**

Service Area 25
Current Level of Service 26
Desired Level of Service 26

Future Cost 27
Credits 28
Transportation Impact Fee Result 28
Schedule of Transportation Capital Improvements 28

Libraries 30

Service Area 30
Level of Service 30
Future Demand 31
Future Cost 31
Credits 32
Library Impact Fee Result 32
Schedule of Library Improvements 33

Maximum Allowable Impact Fee Summary 34
Individual Fee Assessment 34
Adoption of Reduced Impact Fees 34
Exemptions 35

Capital Improvements Element 36

Appendix 1 – Methodology Report 42

Introduction 42

Approach 43

Service Area and Recommended Approach 43

Level of Service Standards 44

Example Service (Illustrative Only) 45

Summary 48

Service Area 48
Level of Service 48
Calculation 48

Appendix 2 – Credit Calculation 50

Appendix 3 – Maximum Allowable Impact Fee Schedule 56

List of Tables

Table 1: Growth Forecasts 8
Table 2: Population, Housing, & Employment, 2023 vs 2043 9
Table 3: Day/Night Population 9
Table 4: Existing Park Facilities 11

Table 5: Existing LOS for Parks 11
Table 6: Desired LOS for Parks 12
Table 7:Parks Desired Level of Service and Proportionate Share to New Development 13
Table 8: Cost of All Needed Park Facilities 14
Table 9: Cost of Needed Facilities Attributable to New Development 15
Table 10: Park Costs Attributable to Each New Dwelling Unit 15
Table 11 Parks Facilities Costs to Meet Future Demand 16
Table 12: Parks Credit Calculation 17
Table 13: Fire Protection Existing Facilities and Heavy Equipment 17
Table 14: Existing LOS for Fire Protection 18
Table 15: Fire Protection LOS To Serve New Growth 18
Table 16: Fire Protection Cost of New Facilities and Heavy Equipment 19
Table 17: Fire Protection Costs Per Day/Night Population 19
Table 18: Fire Facilities Costs to Meet Future Demand 20
Table 19: Fire Protection Credit Calculation 20
Table 20: Schedule of Fire Department Capital Improvements 21
Table 21: Inventory of Existing Police Facilities 22
Table 22: Target LOS for Police & Municipal Courts 23
Table 23:Cost of Police & Courts Attributable to New Development 23
Table 24: Credit Calculation for Police & Courts 23
Table 25: Schedule of Payments and Capital Improvements for Police Facilities 25
Table 26: Existing Road Lane Miles 26
Table 27: Existing LOS for Roads 26
Table 28: Target LOS for Roads and Development Proportionate Share 27
Table 29: Road Costs Per Day/Night Population 28
Table 30: Transportation Credit Calculation 28
Table 31: Schedule of Impact Fee Eligible Transportation Improvements 29
Table 32: Monroe's Share of Walton County's Housing Units 30
Table 33: Library LOS 31
Table 34: Library LOS and Proportionate Share To New Development 31
Table 35: Library Cost per Dwelling Unit 32
Table 36: Library Credit Calculation 32
Table 37: Estimated Project Timeline for Library Expansion 33
Table 38: Maximum Allowable Impact Fee Summar 34
Table 39: Community Work Program 36
Table 40: Methodology Report - Level of Service (LOS) Standards 44
Table 41: Methodology Report - Example Facilities 45
Table 42: Methodology Report - Example Facilities Existing LOS 45
Table 43: Methodology Report - Example Facilities Needs 45
Table 44: Methodology Report - Example Facility Cost Calculation 46
Table 45: Methodology Report - Example Facility Cost Impact 47
Table 46: Methodology Report - Example Facility Credit Calculation 47
Table 47: Credit Calculation - Historical Funding Patterns From General Fund 50
Table 48: Credit Calculation - Historical Funding for Transportation and Parks 50
Table 49: Credit Calculation - Total Taxes by Source 51

Table 50: Credit Calculation - Primary Income Sources for Capital Expenditures 52
Table 51: Credit Calculation - Property Tax Projections 53
Table 52: Credit Calculation - NPV of New Sales and Property Taxes 55
Table 53:Maximum Allowable Impact Fee Schedule 56

Introduction

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

Capital Improvements Element

In the state of Georgia, a Capital Improvements Element (CIE) is a component of the Comprehensive Plan that outlines the long-term capital improvement needs and priorities of a local government or municipality. The CIE provides a framework for planning and funding the development, expansion, or enhancement of public infrastructure and facilities within the jurisdiction. In the State of Georgia, a city must have a CIE within its Comprehensive Plan to legally charge impact fees. Georgia state code provides enabling legislation for municipalities and counties to charge an impact fee on new development for the projected new demand of certain public facilities[1].

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

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

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

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

Impact Fee Study

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

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

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

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

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

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

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

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

Methodology and Approach

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

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

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

Credits

An important restriction on an impact fee program is that new growth and development cannot be charged more in impact fees than their 'fair share' of the cost of funding the public facilities needed to serve that new growth. The calculation of that 'fair share' is intrinsic to the impact fee calculations carried out in the chapters addressing each public facility category in this report. This includes providing credit for the future contributions in taxes and user fees from the new development that will be available for funding these public facilities[3.] Other credits may also be applicable to

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

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

development for providing system improvements directly[4].

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

[4] 36-71-7. Credit for present value of construction accepted by municipality or county from developer. (a) In the calculation of development impact fees for a particular project, credit shall be given for the present value of any construction of improvements or contribution or dedication of land or money required or accepted by a municipality or county from a developer or his predecessor in title or interest for system improvements of the category for which the development impact fee is being collected. Credits shall not be given for project improvements.

Demographics and Projections

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

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

TABLE 1: GROWTH FORECASTS

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

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

	Population		Housing Units		Employment	
Year	Walton County	Monroe	Walton County	Monroe	Walton County	Monroe
2023	102,282	16,104	38,997	6,656	41,282	7,418
2043	142937	26224	51,386	11,362	60,194	17,038
Increase	40,655	10,120	12,389	4,706	18,912	9,620
% Increase	40%	63%	32%	71%	46%	130%

Day/Night Population

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

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

TABLE 3: DAY/NIGHT POPULATION

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

Impact Fee Calculations

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

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

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

Parks

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

Service Area

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

Level of Service

This study utilizes an approach that considers land, recreational facilities, and other improvements in measuring the LOS. The determination of the LOS standards begins with an inventory of existing facilities as shown in Table 4.

TABLE 4: EXISTING PARK FACILITIES

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

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

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

TABLE 5: EXISTING LOS FOR PARKS

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

Future Demand

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

TABLE 6: DESIRED LOS FOR PARKS

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

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

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

Methodology for Calculating Proportionate Share

The Level of Service (LOS) calculations in Table 7 are based on the total number of recreation components that serve the current (2023) population on a housing unit basis (6,656 HUs in the service area). LOS standards were determined in the Park System Master Plan for all recreation facilities except land, buildings, pavilions, and fields. The LOS for these facilities are based on current LOS. Column G shows additional capacity that will be created to serve new development.

Table 7 shows the calculations for the proportionate share of each facility type attributed to new development. The needed LOS equals Desired LOS x Total DUs. The existing deficit is calculated by multiplying the desired LOS by new DUs minus current quantity. New Development Proportionate share equals additional needed minus current deficit and is shown in Column G.

TABLE 7:PARKS DESIRED LEVEL OF SERVICE AND PROPORTIONATE SHARE TO NEW DEVELOPMENT

	A Desired LOS	B Current LOS (2023)	C Needs (2043) (=A x Projected DU)	D Current Qty in Acres or Sq Feet	E Additional needed (=C – D)	F Deficit Existing (C x New DU – D)	G New Development Proportionate Share*** (E – F)	% Impact Fee Eligible (G / E)
Existing Dwelling Units (DU)	6,656							
New Dwelling Units	4705							
Projected DU	11,362							
Target LOS Land**	0.0359	0.0359	407.39	238.67	168.72	0	168.7206	100.00%
Target LOS Playgrounds*	0.0011	0.0006	12.43	4	8.429	3.2815	5.1474	61.07%
Target LOS Buildings**	0.7145	0.7145	8,118.11	4,756.00	3,362.11	0	3,362.11	100.00%
Target LOS Pavilions**	0.2704	0.2704	3,072.46	1,800.00	1,272.46	0.0000	1,272.4558	100.00%
Target LOS Fields**	0.0006	0.0006	6.83	4	2.828	0	2.8277	100.00%
Target LOS Basketball Courts*	0.0007	0.0002	7.67	1	6.667	3.4917	3.1753	47.63%
Target LOS Tennis Courts*	0.00094	0.00090	10.73	6	4.732	0.2872	4.4445	93.93%
Target LOS Dog Parks*	0.0003	0.0002	3.14	1	2.136	0.8371	1.2987	60.81%
Target LOS Tot Lots*	0.0004	0.0002	4.48	1	3.481	1.6252	1.8558	53.31%
Target LOS Community Gardens*	0.0003	0.0002	3.96	1	2.962	1.3213	1.641	55.40%
Target LOS Trail Miles*	0.0005	0.0002	5.12	1.23	3.891	1.77	2.1208	54.51%

*LOS standards for these items are from the Park System Master Plan.
**LOS standards for these items are equal to existing LOS
***Additional capacity to serve new development

Future Cost

Table 8 shows the estimated costs of impact fee park eligible amenities.[5] The table uses the Units needed per DU from Column G in Table 7 to calculate the cost of needed amenities. There are an estimated $12,537,311 in park amenities or park expansions that are needed for the City. The *Parks Master Plan* shows that the City currently has a deficit in some amenities. (The deficits are shown in Table 7.) Impact fees cannot be used to make up for current deficiencies. The final row in Table 8 shows the costs of all needed park facilities and calculates the share of cost attributable to new growth to be 86.04%.

Table 9 shows just the cost of amenities that are attributable to new development, $10,786,570, and are impact fee eligible. Table 10 breaks the cost down to each new DU.

TABLE 8: COST OF ALL NEEDED PARK FACILITIES

	Additional units needed for future population, including current residents		Cost per unit	Cost of needed amenities	New Growth % From previous table	Cost attributable to new growth (impact fee eligible)
Land	168.72	Acres	$40,000	$6,748,823	100.00%	$6,748,822.56
Playgrounds	8.43	Qty	$313,246	$2,640,310	61.07%	$1,612,405.75
Buildings	3,362.11	Sq Ft	$243	$816,676	100.00%	$816,675.88
Pavilions	1,272.46	Sq Ft	$89	$113,814	100.00%	$113,814.10
Fields	2.83	Qty	$64,157	$181,416	100.00%	$181,416.03
Basketball Courts	6.67	Qty	$19,247	$128,321	47.63%	$61,115.18
Tennis Courts	4.73	Qty	$115,483	$546,430	93.93%	$513,267.08
Dog Parks	2.14	Sq Ft	$10,000	$21,358	60.81%	$12,986.90
Tot Lots	3.48	Qty	$125,299	$436,166	53.31%	$232,530.23
Community Gardens	2.96	Qty	$30,000	$88,870	55.40%	$49,230.11
Trail Miles	3.89	Mile	$209,503	$815,127	54.51%	$444,306.34
Total				$12,537,311		$10,786,570 **(86%)**

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

TABLE 9: COST OF NEEDED FACILITIES ATTRIBUTABLE TO NEW DEVELOPMENT

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

TABLE 10: PARK COSTS ATTRIBUTABLE TO EACH NEW DWELLING UNIT

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

Scheduling Individual Projects and Improvements

Table 11 Shows annual expenditures and specific project costs to meet future demand over the next 20 years. Since planning expenditures and budgets cannot be scheduled on an annual basis over the coming 20 years with much certainty, this table can be amended at any time. Over the coming 5 years, however, specific projects drawn from Table 9 by the City Council are scheduled as part of the annual budget adoption process. These projects are then shown on the Community Work Program, included in this report, and subsequently updated each year as part of the City's Annual CIE Update report reflecting decisions by the City Council regarding capital project funding decisions made during consideration and adoption of that year's annual budget.

TABLE 11 PARKS FACILITIES COSTS TO MEET FUTURE DEMAND

Population			Cost						
Year	Population	Cumulative Additions	River Park Phase 1	River Park Phase 2	Playgrounds & Tot Lots	Fields	Courts	Total Cost	Impact Fee Eligible
2025	16888	392						$0	
2026	17848	1,352	$602,798					$602,798	$518,406
2027	18808	2,312						$0	$0
2028	19768	3,272	$2,009,329					$2,009,329	$1,728,023
2029	20728	4,232	$2,009,329					$2,009,329	$1,728,023
2030	21688	5,192	$2,009,329	$404,272				$2,413,601	$2,075,697
2031	21966	5,470		$1,347,575		$181,416		$1,528,991	$1,314,932
2032	22244	5,748		$1,347,575				$1,347,575	$1,158,914
2033	22523	6,027		$1,347,575				$1,347,575	$1,158,914
2034	22801	6,305						$0	$0
2035	23079	6,583						$0	$0
2036	23479	6,983					$201,639	$201,639	$173,410
2037	23879	7,383						$0	$0
2038	24279	7,783						$0	$0
2039	24679	8,183						$0	$0
2040	25079	8,583						$0	$0
2041	25461	8,965						$0	$0
2042	25843	9,347			$1,076,476			$1,076,476	$925,769
2043	26224	9,728						$0	$0
2044	26606	10,110						$0	$0
2045	26988	10,492						$0	$0

Credits

Impact fees must include a credit for future contributions from new development to system facility funding based on historical funding patterns. The credit calculated in Table 12 below will be subtracted from the total cost calculated in the Future Cost section above. A detailed explanation of the Credit Calculation is presented in Appendix 2.

TABLE 12: PARKS CREDIT CALCULATION

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

Parks Impact Fee Result

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

Fire Protection

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

Service Area

The Monroe Fire Department serves the entire city of Monroe.

Level of Service

The City's fire station is a 9,898 square foot building and currently houses 3 fire engines and one ladder truck. The City of Monroe has determined that there is currently no deficiency in the level of service for Fire Protection, as such the current LOS can be used to project future needs.

TABLE 13: FIRE PROTECTION EXISTING FACILITIES AND HEAVY EQUIPMENT

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

The current LOS is shown in Table 14 below and is based on day/night population. The LOS for fire protection is calculated by dividing the unit of measure for the amenity by day/night population.

TABLE 14: EXISTING LOS FOR FIRE PROTECTION

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

Future Demand

The Current Level of Service is used to calculate Future Demand for fire protection services by multiplying the Current Level of Service by the projected increase in day/night population. Maintaining the LOS into the future assumes that there is currently no deficit in service and that new development is responsible for new stations and equipment. Table 15 below shows that three new engines, one new ladder truck, and 8,307 additional square feet of station are needed to serve new development.

TABLE 15: FIRE PROTECTION LOS TO SERVE NEW GROWTH

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

Future Costs

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

TABLE 16: FIRE PROTECTION COST OF NEW FACILITIES AND HEAVY EQUIPMENT

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

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

TABLE 17: FIRE PROTECTION COSTS PER DAY/NIGHT POPULATION

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

Project Costs Attributable to New Development

Table 18 shows the additional fire facilities and trucks needed to meet future demand. A calculation is needed to round the figures for heavy equipment to the nearest whole number, since a portion of a truck cannot be built (such as 0.84 of a ladder truck). As a result, slightly more of each truck is being purchased or provided for new growth than required, the total cost of each truck will be slightly more than 100% impact fee eligible (as shown in the Impact Fee Eligible column). For instance, of the 3 new Engines to be added, only 2.52 are impact fee eligible. Thus, the cost of purchasing the three trucks is only 84% eligible for impact fee funding.

TABLE 18: FIRE FACILITIES COSTS TO MEET FUTURE DEMAND

	Quantity	Unit	Cost Each	Total Cost	% Impact Fee Eligible	Total Impact Fee Eligible Cost
Fire Station Floor Space	8306.71	sq feet	$ 550.00	$ 4,568,691	100%	$ 4,568,691
Ladder Trucks	1	truck	$ 1,300,000	$ 1,300,000	84%	$1,092,000
Engines	3	engines	$613,415	$1,840,245	84%	$1,545,806

Credit

DIFA requires the impact fee include a credit for future contributions from new development to system facility funding based on historical funding patterns. The credit calculated in Table 19 below will be subtracted from the total cost calculated in the Future Cost section above.

TABLE 19: FIRE PROTECTION CREDIT CALCULATION

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

Fire Protection Impact Fee Result

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

Schedule of Fire Department Capital Improvements

Table 20 shows the expected schedule of fire related improvements and purchases to accommodate new growth. The items to be purchased over the next 5 years are shown in the Community Work Program, included in this report, and may be updated each year as part of the City's Annual CIE Update report reflecting decisions by the City Council regarding capital project funding decisions made during consideration and adoption of that year's annual budget.

TABLE 20: SCHEDULE OF FIRE DEPARTMENT CAPITAL IMPROVEMENTS

	Service Area Day/Night Population		Cost					
Year	Total	Cumulative Additions	Facility Additions (sq ft)	Fire Engines	Ladder Trucks	Facility	Vehicles	Total Cost
2024	24,395							
2025	25,268	873			1		$ 1,300,000	$ 1,300,000
2026	26,709	2,314						$ -
2027	28,150	3,755	8,307			$ 4,568,850		$ 4,568,850
2028	29,591	5,196		1			$ 613,415	$ 613,415
2029	31,032	6,637						$ -
2030	32,473	8,078						$ -
2031	33,232	8,837		1			$ 613,415	$ 613,415
2032	33,991	9,596						$ -
2033	34,751	10,356						$ -
2034	35,510	11,115						$ -
2035	36,269	11,874						$ -
2036	37,150	12,755						$ -
2037	38,031	13,636		1			$ 613,415	$ 613,415
2038	38,912	14,517						$ -
2039	39,793	15,398						$ -
2040	40,674	16,279						$ -
2041	41,537	17,142						$ -
2042	42,400	18,005						$ -
2043	43,262	18,867						$ -
2044	44,125	19,730						$ -
2045	44,988	20,593						$ -
		Totals	**8,307**	**3**	**1**	**$4,568,850**	**$3,140,245**	**$ 7,709,095**

Police

The new City of Monroe Police and Courts building is located in a 96,400 square foot building. It is estimated that the police use 31,590 square feet of the building. The building is an adaptive reuse of a defunct shopping mall. Impact fees for Police will be calculated using the buy-in approach. The LOS will be based on square footage and day/night population, but the fee will recover the cost of excess capacity that will serve future residents.

Service Area

The Monroe Police serve the entire city of Monroe.

Level of Service

The City's Police Department currently utilizes about 31,590 square feet of the 96,400 square foot building. There are 61,300 square feet of vacant space in the building. Table 20 shows the existing LOS is 1.49 square feet per day/night population. The City of Monroe has determined that there is currently surplus capacity to meet current needs for Police and Municipal Court Facilities. The City purchased and designed the existing facility utilizing a 20-year planning horizon. It was planned to accommodate a day/night population of 43,262 in the year 2043, at .81 square feet per day/night population. Therefore, the desired level of service is .81 square feet per day/night population.

TABLE 21: INVENTORY OF EXISTING POLICE FACILITIES

Description	Occupied Square Feet
Police Facility	31,590
Existing Day/Night Population (2023)	23,522
Square Feet per Day/Night Population	1.34

Future Demand

The Police and Municipal Courts Building was acquired in 2022. The City purchased and designed the facility so it would provide the desired level of service of .81 square feet per day/night population. The Police facilities should accommodate its future needs through 2043.

Table 22 shows the desired LOS at the end of the planning period is .81 square feet per day/night population.

TABLE 22: TARGET LOS FOR POLICE & MUNICIPAL COURTS

	Projection (2043)	Current (2023)
New Growth	19,740	
Total Day/Night Pop	43,262	23,522
Target LOS Square Feet*	0.81	1.34
Space Needed (sq ft)	35,100	31,590
*Target LOS is consistent with other police facilities in Georgia.		

Buy In Approach for New Development

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

Table 23 shows that the existing facility cost $118.75 per square foot to acquire. The desired LOS is 0.81 square feet per day/night population. Therefore, the cost per day/night population is $96.35 per additional unit of day/night population. (New resident or employee)

TABLE 23:COST OF POLICE & COURTS ATTRIBUTABLE TO NEW DEVELOPMENT

Units needed per day/night population (Future LOS)		0.81 sq feet
Cost per unit		$118.75
Cost per day/night population		$96.35

Credit

DIFA requires the impact fee include a credit for future contributions from new development to system facility funding based on historical funding patterns. The credit calculated in Table 24 below will be subtracted from the total cost calculated in the Future Cost section above.

TABLE 24: CREDIT CALCULATION FOR POLICE & COURTS

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

Police Impact Fee Result

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

Schedule of Payments and Capital Improvements for Police Facilities

Table 25 shows the expected schedule of cost recoupment and police related improvements to accommodate new growth. The debt repayment/cost recoupment over the next 5 years is shown in the Community Work Program, included in this report, and may be updated each year as part of the City's Annual CIE Update report reflecting decisions by the City Council regarding capital project funding decisions made during consideration and adoption of that year's annual budget.

TABLE 25: SCHEDULE OF PAYMENTS AND CAPITAL IMPROVEMENTS FOR POLICE FACILITIES

	Cumulative Recoupment	Facility Additions
2024	$58,828	
2025	$117,657	
2026	$214,760	
2027	$311,864	
2028	$408,968	
2029	$506,072	
2030	$603,176	
2031	$654,336	
2032	$705,495	
2033	$756,655	
2034	$807,815	
2035	$858,975	
2036	$918,342	
2037	$977,709	
2038	$1,037,077	
2039	$1,096,444	
2040	$1,155,812	
2041	$1,213,953	
2042	$1,272,094	
2043	$1,330,235	
2044	$6,364	$1,000,000
2045		
	$1,336,599	**$1,000,000**

Transportation

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

Service Area

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

Current Level of Service

For the purposes of Impact Fees, there are two categories of local roads. *Excluded* local roads are development specific and paid for directly by developers to serve the development. Excluded local roads are within the service area, but not included in the lane mile needs for calculating the system-wide fee. They are all shown in Table 26 to provide a complete picture of all the lane miles within the city of Monroe. Table 27 shows the existing lane miles for roads and streets in terms of linear miles per day/night population.

TABLE 26: EXISTING ROAD LANE MILES

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

TABLE 27: EXISTING LOS FOR ROADS

Road Type	Lane Miles per Day/Night Population
	Day/Night Population =23,522
Collector	0.0008
Arterial	0.0025
Local (Excluded)	0.0035
Local (Included)	0.0026

Desired Level of Service

Table 28 shows the target LOS and future demand for roads, The Current Level of Service is used to calculate Future Demand for all roads except Included Local Roads. An important goal of the *City of Monroe 2022 Comprehensive Plan* is to improve connectivity throughout the city. This will require an increased LOS for Included Local Roads. Since the desired future LOS is higher than the existing LOS, there is a deficit that cannot be paid for with Impact Fees. Future needs are calculated by multiplying the desired level of service by the projected increase in day/night population. As explained above, Excluded local roads are shown to illustrate the LOS, but will not be included in the Impact Fee. Maintaining the LOS into the

future assumes that there is currently no deficit in service and that new development is responsible for all Collector and Arterial road miles, and their share of Included Local roads. 88.4% of needed lane miles can be attributed to new growth. (451/510=88.4%)

TABLE 28: TARGET LOS FOR ROADS AND DEVELOPMENT PROPORTIONATE SHARE

	A Desired LOS (2043)	B Current Lane Mile (2023)	C Needed Lane Miles (2043) (=A x Projected DU)	D Deficit Existing (23,522 x A-B)	E New Development Proportionate Share* (C-D)
New Growth	19,740				
Total Day/Night Pop	43,262	23,522	19,740		
Collector Target LOS Lane Miles	0.0008	18.19	35	0.63	34
Arterial Target LOS Lane Miles	0.0025	57.65	108	1.16	107
Excluded Local Target LOS Lane Miles	0.0035	82.60	151	0.00	151
Included Local Target LOS Lane Miles	0.0050	60.00	216	57.61	159
Lane Miles Needed	0.0118	218	510	59.39	451
					451/510 = **88.4%**
*Additional Capacity to serve new development					

Future Cost

The Unit Cost of one lane mile is $209,503. Table 29 shows that the cost per additional unit of day/night population is $3,180.54. The cost per day/night population for Roads is calculated by multiplying the additional units needed per person by the cost per unit.

TABLE 29: ROAD COSTS PER DAY/NIGHT POPULATION

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

Credits

DIFA requires the impact fee include a credit for future contributions from new development to system facility funding based on historical funding patterns. The credit calculated in Table 30 below will be subtracted from the total cost calculated in the Future Cost section above. A detailed explanation of the Credit Calculation is presented in Appendix 2.

TABLE 30: TRANSPORTATION CREDIT CALCULATION

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

Transportation Impact Fee Result

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

Schedule of Transportation Capital Improvements

Table 31 shows the expected schedule of road related improvements to accommodate new growth. The projects scheduled over the next 5 years are in the Community Work Program, included in this report, and may be updated each year as part of the City's Annual CIE Update report reflecting decisions by the City Council regarding capital project funding decisions made during consideration and adoption of that year's annual budget. The projects beyond the 5-year planning horizon are estimated based on level of service needs and will be planned in more detail during the annual CIE update and transportation planning processes.

TABLE 31: SCHEDULE OF IMPACT FEE ELIGIBLE TRANSPORTATION IMPROVEMENTS

Year	Mayfield Drive to Hwy 138 Connector (Total)	Michael Etchison Connector	Traffic Calming	Additional Lane Miles	Total Cost
2024	$184,560	$1,200,000			$1,384,560
2025	$184,560				$184,560
2026	$2,930,155				$2,930,155
2027			$500,000		$500,000
2028				$3,125,000	$3,125,000
2029				$3,125,000	$3,125,000
2030				$3,125,000	$3,125,000
2031				$3,125,000	$3,125,000
2032				$3,125,000	$3,125,000
2033				$3,125,000	$3,125,000
2034				$3,125,000	$3,125,000
2035				$3,125,000	$3,125,000
2036				$3,125,000	$3,125,000
2037				$3,125,000	$3,125,000
2038				$3,125,000	$3,125,000
2039				$3,125,000	$3,125,000
2040				$3,125,000	$3,125,000
2041				$3,125,000	$3,125,000
2042				$3,125,000	$3,125,000
2043				$3,125,000	$3,125,000
2044					$0
2045					$0
	$3,299,275	**$1,200,000**	**$500,000**	**$50,000,000**	**54,999,275**

Libraries

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

Service Area

The service area for the Monroe-Walton County Library is the entire city of Monroe. Materials, facilities, and services of the Walton County library system are equally available to the county's population, but the city shares the expenses of the Monroe-Walton County Library with Walton County according to the city's share of population. Materials, facilities, and services of the Walton County library system are equally available to the county's population. The city shares the expenses of the Monroe-Walton County Library with Walton County according to the city's share of population. The City's share of the library building is based on its share of dwelling units. In 2023 there were an estimated 38,997 housing units in Walton County and an estimated 6,656 housing units in Monroe. As shown in Table 32, Monroe's housing units make up 17.1% of the county's total. Therefore, the City is responsible for 17.1% of facility capital costs and Walton County is responsible for the remainder.

Table 32: Monroe's Share of Walton County's Housing Units

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

FIGURE 1: LIBRARY SERVICE AREA

Level of Service

The Monroe-Walton County Library is a 12,539 square foot building and serves the entire county. The City of Monroe accounts for 17% of the population of Walton County so the City's share of the library is 17%. The current LOS for the City of Monroe is determined by dividing the City's share of square footage by the number of housing units in the City. These level of service calculations determine that the City of Monroe is responsible for providing .32 square feet of library for every Dwelling Unit. The City of Monroe has determined that the current LOS is adequate to meet the needs of existing housing units, as such it will be the target LOS

for the impact fee calculation.

TABLE 33: LIBRARY LOS

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

Future Demand

The Current Level of Service is used to calculate Future Demand for library square footage between 2023 and 2043 by multiplying the Current Level of Service by the projected increase in housing units. Table 34 shows that an additional 1,513 square feet will be needed to serve new development.

TABLE 34: LIBRARY LOS AND PROPORTIONATE SHARE TO NEW DEVELOPMENT

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

Future Cost

Total cost per dwelling unit is calculated by multiplying the needed square footage per dwelling unit, as calculated in Table 34 above with, the cost per square foot. The total cost to the city for library square footage is $178.94 per dwelling unit. The building floor area needed to serve new growth identified above is 1,513 square feet. It is used to calculate the future cost to meet service demand, as shown in Table 35. Cost is based on the cost of renovation/addition to the O'Kelly Memorial Library as presented in the O'Kelly Memorial Library Feasibility Study prepared by McMillan, Pazda, Smith Architecture, in November 2021, escalated to 2023 with the Turner Price Index. The costs are shown in current dollars.

TABLE 35: LIBRARY COST PER DWELLING UNIT

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

Credits

Impact fees must include a credit for future contributions from new development to system facility funding based on historical funding patterns. The credit calculated in Table 36 below will be subtracted from the total cost calculated in the Future Cost section above. A detailed explanation of the Credit Calculation is presented in Appendix 2.

TABLE 36: LIBRARY CREDIT CALCULATION

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

Library Impact Fee Result

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

Schedule of Library Improvements

The Azalea Regional Library System is currently building a new library in Loganville. Once that is complete, they plan to expand the Monroe-Walton County Library. The exact year of the expansion is unknown, however Table 37 provides a reasonable estimated timeline. Once known, the schedule will be added to the CIE Work Program during the annual update process.

TABLE 37: ESTIMATED PROJECT TIMELINE FOR LIBRARY EXPANSION

Year	Library Expansion	Percent of project Cost attributable to new development
2024		
2025		
2026		
2027		
2028		
2029	$212,500	100%
2030	$212,500	100%
2031	$212,500	100%
2032	$212,500	100%
2033		
2034		
2035		
2036		
2037		
2038		
2039		
2040		
2041		
2042		
2043		
	$850,000	100%

Maximum Allowable Impact Fee Summary

The summary fee schedule presented in Table 38 shows the maximum impact fees that could be charged in the City of Monroe for the public facility categories included in this report, based on the calculations carried out in this report. The Impact Eligible Cost per Unit shown for each public facility category are drawn from that public facility category's section and reflect the reductions for any applicable credit based upon anticipated tax contributions from new development. A 3% fee for administration of the Impact Fee Program and for recoupment of the cost to prepare the CIE is added. Appendix 3 shows the detailed fee by type of development.

TABLE 38: MAXIMUM ALLOWABLE IMPACT FEE SUMMAR

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

Individual Fee Assessment

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

Adoption of Reduced Impact Fees

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

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

Exemptions

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

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

Capital Improvements Element

(Service area to be served by each project is the entire City of Monroe)

TABLE 39: COMMUNITY WORK PROGRAM

#	Activity	Responsible Party	Total Cost Estimate	2023	2024	2025	2026	2027	Beyond 5-Years	Funding Source
TRANSPORTATION										
1	Trails Master Plan	Parks & Recreation	$0	$0	$0					General Fund
2	Terminal Building Furniture (Furniture)	Airport	$25,000	$25,000						General Fund
3	Airport Courtesy Car (Vehicle Cost)	Airport	$26,000	$5,200	$5,200	$5,200	$5,200	$5,200		General Fund
4	Taxiway Rehabilitation (Construction/Maintenance)	Airport	$305,000	$305,000						SPLOST 2019
5	Hangar Fee Design (Engineering)	Airport	$56,000	$56,000						SPLOST 2019
6	Apron/Commute Paving (Construction/Maintenance)	Airport	$180,000	$180,000						SPLOST 2019
7	Mayfield Drive to Hwy 138 Connector (Other)	Streets & Transportation	$1,183,835	$84,560	$84,560	$84,560	$930,155			12% General Fund Impact Fees 88%
8	CITY WIDE PAVEMENT/SIGNAGE ASSESSMENT (Other)	Streets & Transportation	$40,000	$10,000	$10,000	$10,000	$10,000			General Fund

City of Monroe - Capital Improvements Element & Impact Fee Study
Capital Improvements Element
July 24, 2024

#	Activity	Responsible Party	Total Cost Estimate	2023	2024	2025	2026	2027	Beyond 5-Years	Funding Source
9	Dodge RAM Truck - Streets 2023 (Vehicle Cost)	Streets & Transportation	$46,400	$5,800	$11,600	$11,600	$11,600	$5,800		General Fund
10	Street And Sidewalk Rehab (Construction/Maintenance)	Streets & Transportation	$90,000	$45,000	$45,000					SPLOST 2013
11	Other Paving Projects (Construction/Maintenance)	Streets & Transportation	$112,000	$56,000	$56,000					SPLOST 2019
12	Striping (Construction/Maintenance)	Streets & Transportation	$80,000	$40,000	$40,000					SPLOST 2019
13	CRACK SEALING AND HA5 APPLICATIONS (Repairs/Improvements)	Streets & Transportation	$250,000	$50,000	$50,000	$50,000	$50,000	$50,000		SPLOST 2019
14	2023 LMIG PAVING PROGRAM (Repairs/Improvements)	Streets & Transportation	$232,600	$232,600						SPLOST 2019
15	Mayfield Drive to Hwy 138 Connector (Construction/Maintenance)	Streets & Transportation	$1,116,165	$15,440	$15,440	$15,440	$1,069,845			12% General Fund Impact Fees 88%
16	Mayfield Dr to Hwy 138 Connector	Streets & Transportation	$2,400,000		$84,560	$84,560	$930,155			12% General Fund Impact Fees 88%
17	TAP-Marable St to Lumpkin St Streetscape (Engineering)	Streets & Transportation	$100,000	$100,000						SPLOST 2019
18	TAP-Marable St to Lumpkin St Streetscape (Other)	Streets & Transportation	$172,000	$172,000						SPLOST 2019
19	New Sidewalks (Construction/Maintenance)	Streets & Transportation	$170,000	$85,000	$85,000					SPLOST 2019

City of Monroe - Capital Improvements Element & Impact Fee Study
Capital Improvements Element
July 24, 2024

#	Activity	Responsible Party	Total Cost Estimate	2023	2024	2025	2026	2027	Beyond 5-Years	Funding Source
20	North Madison Stormwater Rehabilitation (Other)	Streets & Transportation	$250,000	$250,000						SPLOST 2019
21	North Lumpkin Alleyway Improvements (Construction/Maintenance)	Streets & Transportation	$150,000	$150,000						SPLOST 2019
22	Cemetery Rehabilitation/Paving (Construction/Maintenance)	Streets & Transportation	$75,000	$75,000						SPLOST 2019
23	Wayne Street streetscape (Construction/Maintenance)	Streets & Transportation	$1,000,000		$1,000,000					SPLOST 2019/Enterprise Fund
24	Michael Etchison Connector (Construction/Maintenance)	Streets & Transportation	$1,200,000		$1,200,000					12% General Fund Impact Fees 88%
25	Joint Transportation Hwy 78 WB on-ramp (Construction/Maintenance)	Streets & Transportation	$400,000	$400,000						SPLOST 2019
26	Joint Transportation Hwy 11/78 interchange (Construction/Maintenance)	Streets & Transportation	$750,000			$750,000				SPLOST 2019
27	Street Sweeper (Equipment)	Streets & Transportation	$299,500	$299,500						SPLOST 2019
28	Skid Steer Loader - Streets 2024 (Equipment)	Streets & Transportation	$85,000		$85,000					SPLOST 2019
29	Asphalt Spreader (Equipment)	Streets & Transportation	$160,000	$160,000						SPLOST 2019
30	Complete Streets	Planning & Development	$0							General Fund

City of Monroe - Capital Improvements Element & Impact Fee Study
Capital Improvements Element
July 24, 2024

#	Activity	Responsible Party	Total Cost Estimate	2023	2024	2025	2026	2027	Beyond 5-Years	Funding Source
31	Vehicle Replacement	Central Services	$38,500							Enterprise Fund
32	Gateway Entrance Signage/Landscaping	Bldgs & Grounds	$30,000							SPLOST
33	Terminal Building	Airport	$550,000							SPLOST/Grant
34	Traffic Calming	Streets & Transportation	$500,000							12% General Fund Impact Fees 88%
35	Additional Lane Miles	Streets & Transportation	$50M						$50M	12% General Fund Impact Fees 88%
PARKS AND RECREATION										
1	Town Green Improvements	Bldgs & Grounds	$4,217,529	$4,217,529						SPLOST/Grant/Enterprise Fund
2	Parks Rehabilitation	Bldgs & Grounds	$750,000							SPLOST
3	Childers Park Holiday Lights	Parks	$125,000	$125,000						ARPA Fund
4	Sunshade Structures (Construction/Maintenance)	Parks	$90,000	$25,000	$20,000	$15,000	$15,000	$15,000		SPLOST 2019
5	Park Rehabilitation (Construction/Maintenance)	Parks	$750,000	$150,000	$150,000	$150,000	$150,000	$150,000		SPLOST 2019
6	Park Restroom Facilities	Bldgs & Grounds	$150,000							86% Impact Fee 14% General Fund
7	Implement Parks Master Plan	Parks	$659,567						$659,567	86% Impact Fee 14% General Fund
8	Childers Park Improvements/Master Plan	Parks	$400,000							General Fund

City of Monroe - Capital Improvements Element & Impact Fee Study
Capital Improvements Element
July 24, 2024

#	Activity	Responsible Party	Total Cost Estimate	2023	2024	2025	2026	2027	Beyond 5-Years	Funding Source
9	River Park Improvements Phase1	Parks	$6,630,748				$602,798		$6,027,950	86% Impact Fee 14% General Fund
10	River Park Improvements Phase 2	Parks	$4,446,996					$1,482,332	$2,964,664	86% Impact Fee 14% General Fund
11	Coker Park Improvements/Master Plan	Parks	$400,000			$400,000				General Fund
FIRE PROTECTION										
1	Ladder Truck	Fire Department	$1,300,000			$1,300,000				16% General Fund 84% Impact Fees
2	Fire Engine (Pumper)	Fire Department	$613,415	$613,415						16% General Fund 84% Impact Fees
3	Fire Engine (Pumper)	Fire Department	$613,415						$613,415	16% General Fund 84% Impact Fees
4	Fire Engine (Pumper)	Fire Department	$613,415						$613,415	16% General Fund 84% Impact Fees
5	Fire Engine Equipment	Fire Department	$50,000		$50,000					16% General Fund 84% Impact Fees
6	New Fire Station	Fire Department	$4,670,000						$4,670,000	100% Impact Fees
7	Ford F150 Pickup QRV (Vehicle Cost)	Fire Department	$68,800	$8,800	$12,000	$12,000	$12,000	$12,000		General Fund
8	Active Shooter/Hostile Event Response (ASHER) Equipment (Equipment)	Fire Department	$15,000	$15,000						General Fund
9	Structural Firefighting Gear (Equipment)	Fire Department	$80,000		$80,000					General Fund
10	Fire Self Contained Breathing Apparatus (SCBA) (Equipment)	Fire Department	$135,000	$135,000						ARPA Fund

City of Monroe - Capital Improvements Element & Impact Fee Study
Capital Improvements Element
July 24, 2024

#	Activity	Responsible Party	Total Cost Estimate	2023	2024	2025	2026	2027	Beyond 5-Years	Funding Source
POLICE AND COURTS										
1	Quartermaster Program (Software)	Police	$24,117	$8,039	$8,039	$8,039				General Fund
2	Axon Fleet 3 In-Car cameras (Equipment)	Police	$565,656	$46,176	$103,896	$103,896	$103,896	$103,896		General Fund
3	Flock Safety (Equipment)	Police	$80,000	$40,000	$40,000					General Fund
4	Updated Axon Equipment Body Cameras & Tasers (Equipment)	Police	$890,574	$148,429	$148,429	$148,429	$148,429	$148,429		General Fund
5	2023 Lease Police Vehicles (Vehicle Cost)	Police	$549,880	$49,880	$100,000	$100,000	$100,000	$100,000		General Fund
6	2022 Lease Police Vehicles (Vehicle Cost)	Police	$95,010	$26,710	$26,710	$26,710	$14,880			General Fund
7	Report Management System (Equipment)	Police	$113,138	$56,569	$56,569					General Fund
8	2021 Lease Police Vehicles (Vehicle Cost)	Police	$230,220	$81,255	$81,255	$67,710				General Fund
9	2020 Lease Police Vehicles (Vehicle Cost)	Police	$195,930	$132,130	$63,800					General Fund
10	2019 Lease Police Vehicles (Vehicle Cost)	Police	$101,868	$66,077	$35,791					General Fund
11	Cost Recoupment/Debt	Police	$1,336,599	$58,828	$58,828	$97,104	$97,104	$97,104	$927,630	Impact Fees
LIBRARY										
1	Monroe-Walton County Library Expansion	City Hall & Azalea Library System	$850,000						$850,000	100% Impact Fees

Appendix 1 – Methodology Report

Introduction

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

Georgia state code provides enabling legislation for municipalities and counties to charge an impact fee on new development for the projected new demand of certain public facilities[6]. This includes system improvements for water, wastewater, public safety, parks, recreation, open space, stormwater, libraries, roads, streets, and bridges[7]. The useful life of these facilities needs to be at least 10 years[8]. As such, minor equipment and furniture having a shorter useful life a generally excluded from any fee calculation.

The calculation of fees shall be based on service areas and levels of service[9]. The impact fee shall not exceed the proportionate share of the new developments impact on system facilities[10]. Additionally, the impact fee shall be net of any credits from revenues generated by the new development that will contribute to the system facilities being paid for by the impact fee[11]. The final limitation on the impact fee calculation is related to the cost used to calculate the fee. The fee must be based on actual or a reasonable estimate in current dollars[12]. At the option of the municipality or county, previously constructed system improvements may be included in an impact fee calculation[13].

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

---

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

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

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

[9] O.C.G.A. §36-71-4 (b) (c)

[10] O.C.G.A. §36-71-4 (a)

[11] O.C.G.A. §36-71-4 (i) (r)

[12] O.C.G.A. §36-71-4 (q) (r)

[13] O.C.G.A. §36-71-4 (k)

Approach

There are three general approaches to calculate the cost of facilities needed to serve new development. The first is a *buy-in approach* where existing capacity is available for new development and the fee charged simply recoups previous investment by the community. The impact fees collected in this fashion can be used towards existing debt that may have been taken out to fund these facilities or the refurbishing or renewal of the asset[14].

Another methodology is the *incremental cost approach*, where only new facilities as proposed in the capital improvement element are used to calculate the value. The portion of any project in the CIE that is used to increase the LOS for existing residents and business owners must be excluded. The value must be converted into current dollars. Like the "buy-in" approach, the incremental approach can be used for debt, however, this is for new debt and excludes any portion of the debt that was used for routine and periodic maintenance, personnel training, and other operating costs. The resulting fee would most likely be higher than the buy-in approach as construction cost inflation usually results in a higher system improvement value for the same LOS[15].

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

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

Service Area and Recommended Approach

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

---

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

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

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

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

Level of Service Standards

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

TABLE 40: METHODOLOGY REPORT - LEVEL OF SERVICE (LOS) STANDARDS

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

The calculation of the fee can be summarized as follows:

- Current inventory divided by LOS parameter = current LOS
- Projected demand multiplied by adopted LOS[16] standard = capacity needed for new growth
- System improvement cost divided by adopted LOS standard

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

Example Service (Illustrative Only)

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

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

TABLE 41: METHODOLOGY REPORT - EXAMPLE FACILITIES

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

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

TABLE 42: METHODOLOGY REPORT - EXAMPLE FACILITIES EXISTING LOS

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

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

TABLE 43: METHODOLOGY REPORT - EXAMPLE FACILITIES NEEDS

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

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

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

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

TABLE 44: METHODOLOGY REPORT - EXAMPLE FACILITY COST CALCULATION

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

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

Credits

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

TABLE 45: METHODOLOGY REPORT - EXAMPLE FACILITY COST IMPACT

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

TABLE 46: METHODOLOGY REPORT - EXAMPLE FACILITY CREDIT CALCULATION

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

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

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

Parks and Libraries

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

Fire Protection

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

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

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

Transportation

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

Police & Courts

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

Summary

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

Service Area

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

Level of Service

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

Calculation

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

public safety and transportation, the unit of measure will be based on day/night population. Dwelling units will use census data and non-residential will use ITE employment calculations[17]. All calculations will provide a credit for any expected taxes or other revenues from new development that would go to pay for system improvements. The value of the system's improvement will be based on current dollars using the best reasonable estimate for their cost.

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

Appendix 2 – Credit Calculation

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

TABLE 47: CREDIT CALCULATION - HISTORICAL FUNDING PATTERNS FROM GENERAL FUND

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

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

TABLE 48: CREDIT CALCULATION - HISTORICAL FUNDING FOR TRANSPORTATION AND PARKS

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

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

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

TABLE 49: CREDIT CALCULATION - TOTAL TAXES BY SOURCE

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

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

It is also assumed that property taxes and LOST are the primary funding source for non-SPLOST capital expenditures. The allocation of credit from these sources is based on latest audited data (Table 45). SPLOST is assumed to be 100% for capital expenditures, with 70%

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

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

TABLE 50: CREDIT CALCULATION - PRIMARY INCOME SOURCES FOR CAPITAL EXPENDITURES

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

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

TABLE 51: CREDIT CALCULATION - PROPERTY TAX PROJECTIONS

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

City of Monroe - Capital Improvements Element & Impact Fee Study
Appendix 2 – Credit Calculation
July 24, 2024

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

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

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

TABLE 52: CREDIT CALCULATION - NPV OF NEW SALES AND PROPERTY TAXES

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

Appendix 3 – Maximum Allowable Impact Fee Schedule

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

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

TABLE 53:MAXIMUM ALLOWABLE IMPACT FEE SCHEDULE

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

City of Monroe - Capital Improvements Element & Impact Fee Study
Appendix 2 – Credit Calculation
July 24, 2024

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

City of Monroe - Capital Improvements Element & Impact Fee Study
Appendix 2 – Credit Calculation
July 24, 2024

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

City of Monroe - Capital Improvements Element & Impact Fee Study
Appendix 2 – Credit Calculation
July 24, 2024

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

City of Monroe - Capital Improvements Element & Impact Fee Study
Appendix 2 – Credit Calculation
July 24, 2024

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

City of Monroe - Capital Improvements Element & Impact Fee Study
Appendix 2 – Credit Calculation
July 24, 2024

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

To: City Council

From: Chris Bailey, Assistant City Administrator

Department: Airport

Date: 06/30/25

Subject: Fixed Base Operator (FBO) – End Lease Agreement

Budget Account/Project Name: N/A

Funding Source: N/A

Budget Allocation: N/A

Budget Available: N/A

Requested Expense: N/A **Company of Record:** FairWeather Flights, LLC

Description:

Staff recommends the mutual termination of the current lease agreement with FairWeather Flights, LLC at the Cy Nunnally Memorial Airport (D73) as the FBO. The agreement was originally scheduled to terminate automatically on December 31, 2026.

Background:

The City of Monroe first entered into agreement with FairWeather Flights, LLC on December 1, 2016. The partnership during the ten (10) year period as FBO provided both growth and forward thinking that has helped prepare a stronger future for the airport. It's a relationship that is, and will be missed.

Attachment(s):

FWF FBO Letter – 1 page
Lease Termination – 2 pages

FAIRWEATHER FLIGHTS, LLC

July 1, 2025

VIA HAND DELIVERY AND U.S.P.S. FIRST CLASS MAIL

Chris Bailey, Assistant City Administrator
City of Monroe, Georgia
215 N. Broad Street
Monroe, Georgia 30655

Re: Early Termination of FBO Hangar Building Lease

Dear Chris,

As you know, since Cy passed in 2019, I have continued to maintain the operations of FairWeather Flights, LLC at the airport FBO hangar. In the years since his passing it has become more difficult for me to effectively handle the affairs of the FBO Hangar in a manner consistent with the continued growth of the airport that I know Cy would want to see. I understand that you and the City have identified a new organization that is ready to take over the FBO Hangar to allow stronger growth of airport operations at the Cy Nunnally Memorial Airport. I think this is a wonderful plan and I fully support it. I am asking that the City consider an early termination of the lease agreement with FairWeather Flights, LLC effective July 31, 2025, to allow this new effort to commence for the betterment of D73 overall. My only request is that Charlie Brown be allowed to sub-lease space for his airplane (Tail# N204PC) from the new FBO Operator in the FBO Hangar for the remainder of the original term of my lease which runs through December 31, 2026, at his currently effective rental rate of $400.00 per month. I really appreciate your help with D73 with me and with Cy. I know he would be proud of how far the airport has come so far. I am looking forward to watching it grow even further.

Sincerely,

Nichole H. Nunnally
Owner
FairWeather Flights, LLC

TERMINATION OF COMMERCIAL LEASE AGREEMENT

This Termination of Commercial Lease Agreement (the "Termination") is made effective as of this 31st day of July, 2025 (the "Effective Date"), by and between the City of Monroe, a municipal corporation of the State of Georgia (hereinafter referred to as the "City"); and Fair Weather Flights, LLC (herein after referred to as the "Fixed Based Operator," or "FBO"). The City and the FBO are referred to herein individually as a "Party" and collectively as the "Parties."

WITNESSETH:

WHEREAS, the Parties entered into that certain Commercial Lease Agreement dated March 8, 2022 (the "Lease"); and

WHEREAS, the Parties acknowledge that certain circumstances have arisen such that the termination of the Lease as outlined herein will be in the best interest of the Parties;

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein, the receipt and sufficiency of which is hereby acknowledged by the Parties, the Parties hereby agree as follows:

1. The Lease as defined hereinabove is terminated as of the Effective Date written hereinabove;
2. This Termination shall serve as the entire agreement between the Parties with regard to the Lease, and shall govern any previous oral or written statements or agreement between the parties with regard to the Lease.

[*REMAINDER OF PAGE LEFT INTENTIONALLY BLANK*]

[*SIGNATURE PAGE FOLLOWS*]

IN WITNESS WHEREOF, the Parties have entered this Agreement on the date first written above.

CITY
CITY OF MONROE, GEORGIA

_____
John Howard, Mayor

_____
Laura Powell, City Clerk

FBO
Fair Weather Flights, LLC

_____
Nichole Nunnally
Title: Owner

To: City Council

From: Chris Bailey, Assistant City Administrator

Department: Airport

Date: 06/30/25

Subject: Fixed Base Operator (FBO) – Lease Agreement

Budget Account/Project Name: N/A

Funding Source: N/A

Budget Allocation: N/A

Budget Available: N/A

Requested Expense: N/A **Company of Record:** Fellow Ship Aviation, LLC

Description:

Staff recommends the approval of Fellow Ship Aviation, LLC to enter into a lease agreement to serve as the new FBO for the Cy Nunnally Memorial Airport (D73). The agreement will assume the term dates from August 1, 2025 to December 31, 2026, with a subsequent automatic renewal of five (5) years additionally from January 1, 2027 to December 31, 2031.

Background:

The City of Monroe is continually seeking the improvement of services at the Cy Nunnally Memorial Airport (D73). The services offered through flight instruction, maintenance, rental, wash services, and other on-field services will greatly increase the traffic and quality of the airport.

Attachment(s):

Lease Agreement – 18 pages

COMMERCIAL LEASE AGREEMENT

This COMMERCIAL LEASE AGREEMENT (the "Agreement") is made and entered into this ____ day of _____, 2025 (the "Effective Date"), by and between the City of Monroe, a municipal corporation of the State of Georgia (hereinafter referred to as the "City"); and Fellow Ship Aviation, LLC (hereinafter referred to as the "Fixed Base Operator," or "FBO").

WITNESSETH

WHEREAS, the City is the owner of an airport with improvements thereon, which is the Cy Nunnally Memorial Airport (the "Airport"), located in the City of Monroe, Walton County, State of Georgia; and,

WHEREAS, the City seeks to lease the premises including all land and improvements within the leased property boundary (the "Leased Premises") as described herein to the FBO; and,

WHEREAS, the FBO desires to enter into a lease with the City, commencing August 1, 2025 through December 31, 2026; and,

WHEREAS, this Agreement is for the mutual and economic benefits for both the City and the FBO; and,

WHEREAS, the fulfillment of the terms of this Agreement between the City and the FBO will benefit the aeronautic use of the City's Airport;

NOW THERFORE, for and in consideration of the premises and covenants herein contained and in further consideration of the terms and conditions herein set forth, the parties hereby agree as follows:

ARTICLE I: COMMERCIAL LEASE

1.1. Term.

A. The City hereby leases the Leased Premises to the FBO, and FBO hereby leases the same from the City, for a term to commence on August 1, 2025 and ending December 31, 2026. Landlord shall give Tenant possession of premises on or before August 1, 2025.

1.2. Leased Property.

The Leased Premises consists of the Monroe Airport Lease Area #2, including any improvements thereon, and being more particularly defined as:

The Monroe Airport Hangar Lease Area #2 containing 0.27 acres more or less as more fully shown on the attached Exhibit "A" survey entitled Ground Lease Survey prepared for

City of Monroe, Monroe Airport Lease Hangar #2 March 7, 2022, by Dean C. Olson, Registered Land Surveyor No. 2806.

Said Leased Premises generally contains an approximate six thousand (6,000) square foot hangar building with certain office and restroom facilities located thereon.

1.3. Use of Leased Property.

The FBO shall use the Leased Premises for a Full Fixed Base Operation for general aviation purposes, including, but not limited to: Aircraft Storage, Aircraft Maintenance and Repairs, Flight Instruction, Aircraft Rental and Sales, Aircraft Washing Services, and the performance of other duties related thereto all in compliance with all other Cy Nunnally Memorial Airport Rules and Regulations.

The FBO shall have the right of ingress to and egress from the Leased Premises over airport roadways and parking lots adjacent to the Leased Premises adjoining Richard Parsons Parkway, including the use of common-use roadways, expressly subject to such rules and regulations as may be established by the City as respecting such use and subject to additional instructions as required by the Airport Manager.

1.4. Lease Payments.

FBO agrees to pay the City monthly rent as fully set forth in this Article 1.4 during the term of this Agreement, due promptly on the first (1st) day of each calendar month for the current month, during the term of this Agreement, as follows:

- August 1, 2025 through December 31, 2026, monthly lease rate shall be $3,000.00 per month

1.5. Late Payment Charge.

FBO agrees to pay a penalty charge to the City in an amount equal to ten percent (10%) of each monthly payment not received by the City within fifteen (15) days of the date by which payment is due.

1.6. Sublease and Assignment.

FBO shall not sublease all or any part of the Leased Premises, excepting interior hangar rental for individual planes, or assign this Agreement in whole or in part without the City's consent, such consent not to be unreasonably withheld, conditioned or delayed.

1.7. Repairs.

Except for damage caused by any act or omission of the FBO, or FBO's employees, agents, contractors or invitees, the City shall keep the foundation, roof and walls of the Leased Premises in

good order, condition and repair. However, the City shall not be obligated to maintain or repair windows, doors, plate glass or the surface of walls. FBO shall promptly report in writing to the City any defective condition known to it which the City is required to repair. The FBO shall be responsible for all other repairs and expenses, including those created as a result of damage and/or wear created through normal occupancy of the premises or the gross negligence of FBO, including, without limitation, electrical and plumbing systems, heating systems and furnaces, HVAC systems, restrooms, lighting, doors, windows, floors. FBO shall keep the Leased Premises in a clean and orderly condition and in good repair, subject to reasonable wear and tear.

1.8. Alterations and Improvements.

FBO shall ***not*** have the right to remodel, redecorate, and/or make additions, improvements and replacements of and to all or any part of the Leased Premises without the prior written consent of the City. FBO shall have the right to place and install personal property, trade fixtures, equipment and other temporary installations in and upon the Leased Premises, and fasten the same to the premises. All personal property, equipment, machinery, trade fixtures and temporary installations, whether acquired by FBO at FBO's commencement of the Lease term or placed or installed on the Leased Premises by FBO, shall remain FBO's property free and clear of any claim by the City. FBO shall have the right to remove the same at any time during the term of this Agreement provided that all damage to the Leased Premises caused by such removal shall be repaired by FBO at FBO's expense.

1.9. Property Taxes.

The City shall pay, prior to delinquency, all general real estate taxes and installments of special assessments coming due during the Lease term on the Leased Premises, and all personal property taxes with respect to the City's personal property, if any, on the Leased Premises. FBO shall be responsible for paying all personal property taxes with respect to FBO's personal property at the Leased Premises, including any aircraft located thereon.

1.10. Utilities.

FBO shall pay all charges for water, sewer, gas, electricity, telephone, internet and other services and utilities including any and all system maintenance agreements used by FBO on the Leased Premises during the term of this Lease unless otherwise expressly agreed in writing by the City. In the event that any utility or service or maintenance agreement provided to the Leased Premises is not separately metered, the City shall pay the amount due and separately invoice FBO for FBO's pro rata share of the charges. FBO shall pay such amounts within fifteen (15) days of receipt of invoice. FBO acknowledges that the Leased Premises are designed to provide standard office use electrical facilities and standard office lighting. FBO shall not use any equipment or devices that utilize excessive electrical energy or which may, in the City's reasonable opinion, overload the wiring or interfere with electrical service to the Leased Premises.

1.11. Signs.

The City shall have absolute discretion and control to approve all signage. However, the City agrees to not unreasonably withhold, delay or condition such approval. Following the City's approval, FBO shall have the right to place on the Leased Premises signage subject to Landlord's approval. The City may refuse consent to any proposed signage that is in the City's opinion too large, deceptive, unattractive or otherwise inconsistent with or inappropriate to the Leased Premises or use of the airport facilities. The City shall assist and cooperate with FBO in obtaining any necessary permission from governmental authorities or adjoining owners and occupants for FBO to place or construct the foregoing signs. FBO shall repair all damage to the Leased Premises resulting from the removal of signs installed by FBO.

1.12. Entry.

Upon reasonable prior notice, the City shall have the right to enter upon the Leased Premises at reasonable hours to inspect the same, provided the City shall not thereby unreasonably interfere with FBO's business on the Leased Premises.

1.13. Damage and Destruction.

A. If the Leased Premises or any other part of the Building is damaged by fire or other casualty resulting from gross negligence or willful misconduct of Tenant or any of Tenant's agents, employees or invitees, rent shall not be diminished or abated while such damages are under repair, and FBO shall be responsible for the costs of repair not covered by insurance.

B. The City shall maintain fire and extended coverage insurance on the Leased Premises in such amounts as the City shall deem appropriate. FBO shall be responsible, at its expense, for fire and extended coverage insurance on all of its personal property, including removable trade fixtures, located in the Leased Premises.

C. Subject to Section 3.3, if the Leased Premises or any part thereof or any appurtenance thereto is so damaged by fire, casualty or structural defects that the same cannot be used for FBO's purposes, then FBO shall have the right within ninety (90) days following damage to elect by notice to the City to terminate this Agreement as of the date of such damage. In the event of minor damage to any part of the Leased Premises, and if such damage does not render the Leased Premises unusable for FBO's purposes, the City shall promptly repair such damage at the cost of the City. In making the repairs called for in this paragraph, the City shall not be liable for any delays resulting from strikes, governmental restrictions, inability to obtain necessary materials or labor or other matters which are beyond the reasonable control of the City. FBO shall be relieved from paying rent and other charges during any portion of the Lease term that the Leased Premises are inoperable or unfit for occupancy, or use, in whole or in part, for FBO's purposes. Rentals and other charges paid in advance for any such periods shall be credited on the next ensuing payments, if

any, but if no further payments are to be made, any such advance payments shall be refunded to FBO.

1.14. Quiet Possession.

The City covenants and warrants that upon performance by FBO of its obligations hereunder, the City will keep and maintain FBO in exclusive, quiet, peaceable and undisturbed and uninterrupted possession of the Leased Premises during the term of this Agreement.

1.15. Condemnation**.**

If any legally, constituted authority condemns the Leased Premises or such part thereof which shall make the Leased Premises unsuitable for its intended purpose, this Agreement shall cease when the public authority takes possession, and the City and FBO shall account for rental as of that date. Such termination shall be without prejudice to the rights of either party to recover compensation from the condemning authority for any loss or damage caused by the condemnation.

1.16. Subordination.

FBO accepts this Agreement subject and subordinate to any mortgage, deed of trust or other lien presently existing or hereafter arising upon the Leased Premises, or upon the Building and to any renewals, refinancing and extensions thereof, but FBO agrees that any such mortgagee shall have the right at any time to subordinate such mortgage, deed of trust or other lien to this Agreement on such terms and subject to such conditions as such mortgagee may deem appropriate in its reasonable discretion. The City is hereby irrevocably vested with full power and authority to subordinate this Agreement to any mortgage, deed of trust or other lien now existing or hereafter placed upon the Leased Premises of the Building, and FBO agrees to execute such further reasonable instruments subordinating this Agreement or attorning to the holder of any such liens as Landlord may request. FBO agrees that it will from time to time upon request by the City execute and deliver to such persons as the City shall request a reasonable statement in recordable form certifying that this Agreement is unmodified and in full force and effect (or if there have been modifications, that the same is in full force and effect as so modified), stating the dates to which rent and other charges payable under this Lease have been paid, stating that to FBO's knowledge, without a duty to investigate, the City is not in default hereunder (or if FBO alleges a default stating the nature of such alleged default) and further stating such other matters as the City shall reasonably require.

1.17. Notice.

All notices are to be given in writing and shall be deemed delivered when deposited in the United States mail, postage prepaid, certified, and addressed to the City with a copy to Rosenthal Wright, LLC or the FBO at such address as contained herein or otherwise from time to time as may be designated by either party by written notice to the other party.

As to City:

City of Monroe
Attn: City Airport Manager
215 N. Broad St.
Monroe, Georgia 30655

with a copy to:

Rosenthal Wright, LLC
c/o Paul L. Rosenthal, Esq.
110 Court Street
Monroe, Georgia 30655

As to FBO:

Fellow Ship Aviation, LLC
200 Wild Road
Monticello, Georgia 31064

1.18. Restrictions On Use of Leased Premises.

(a) Amusement Devices and Vending Machines. Coin operated amusement devices shall not be placed or used upon the Leased Premises without prior written permission of the City. Machines vending tobacco, candy, confections, beverages, light refreshments or convenience items may be permitted on the Premises.

(b) Rent-A-Car and Food Services. Lessee does not have the right to contract with, solicit for, or provide to the public any rent-a-car service, food service, or any service not directly related to a Fixed Base Operation, as determined by the City and as described herein, either through its own subsidiary or through contract or agreement with other agencies and sublessee's without written consent of the City.

(c) Premises to be Used for Designated Purposes. The Premises shall not be used for any purposes except for the purposes herein designated without the written consent of the City.

1.19. FBO to hold harmless.

The FBO shall be responsible, upon taking occupancy of the Leased Premises, for all injury or damage of any kind resulting from the work in or on or the occupancy of the Leased Premises, to persons or property except such damage or injury as may be caused by the City, its agents and employees. The FBO shall exonerate, indemnify and save harmless the City from any and all claims or actions, and all expenses incidental to the defense of any such claims, litigation and actions, based upon or arising out of damage or injury (including death) to persons or property, including employees and property of the City caused by or sustained in connection with the

performance of this Agreement or by conditions created thereby or arising out of or any way connected with work performed under this Agreement 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 FBO or any subcontractor or anyone directly or indirectly employed by or under the supervision of any of them, or in any way arising out of the use and occupancy of the premises except such damage or injury as may be caused by the City, its agents and employees. The FBO expressly agrees to defend against any claims brought or actions filed against the City where such claims or action involves, in whole or in part, the subject of the indemnity contained herein, whether such claims or actions are rightfully or wrongfully brought or filed.

1.20. Liability.

(a) Abandonment. FBO shall not vacate or abandon the Leased Premises at any time during the term hereof; and if lessee shall abandon, vacate or surrender the Leased Premises or be dispossessed by operation of law or otherwise, any personal property belonging to the FBO and left upon the Leased Premises any or all of the FBO's improvements and facilities thereon shall, at the option of the City, be deemed to be abandoned by the FBO and shall, at the option of the City, become property of the City.

(b) Liens. FBO shall keep the Leased Premises and all improvements thereon free from any and all liens arising out of any work performed, materials furnished or obligation incurred by FBO, FBO's employees, agents or contractors. FBO agrees to indemnify and save the City harmless from any such liens and to pay to the City, upon demand, the cost of discharging such liens with interest at the rate of eighteen percent (18%) per annum from the date of such discharge, together with reasonable attorney's fees in connection with the settlement, trial or appeal of any such lien matter.

(c) Tenant at Will. If FBO remains in possession of the Premises after expiration of the terms hereof, with the City's acquiescence and without any express agreement of parties, the FBO shall be a tenant at will at the rental rate in effect at the end of the Agreement; and FBO shall be bound by the terms and conditions of this Agreement as far as applicable; and there shall be no renewal of this lease by operation of law.

1.21. Termination.

FBO agrees that upon termination of the Agreement, that all outstanding payments, or balances owed to the City shall be paid in full no less than thirty (30) days following termination in writing.

The City and FBO agree that in the case of failure on the part of the FBO to comply fully with settlement and payment of all accounts at regular accounting periods, or FBO's failure to diligently and faithfully perform the terms of the Agreement to the end that such operations shall be operated efficiently and properly, at the sole subjective judgment of the City, such failure shall

constitute grounds for the cancellation and termination of this Agreement by the City by written notice to the FBO at a reasonable time, but not less than thirty (30) days, in which to correct the objections made and assigned as grounds for cancellation and termination of the Agreement.

FBO may cancel this lease at any time if the Cy Nunnally Memorial Airport ceases to be used for Airport purposes.

1.22. FBO's Encumbrances.

(a) Obligation. FBO shall not encumber Lessor's interest in the Leased Premises or in any improvements FBO places thereon by mortgage, deed of trust or other instrument without the prior written consent of the City.

(b) Foreclosure of Liens. If there is a foreclosure of any lien secured by any mortgage, deed of trust, or other similar instrument on the Leased Premises, for a period of thirty (30) calendar days from the date the City receives notice of such foreclosure, the City shall have the first option of assuming or discharging said lien at its actual face value, and according to the terms thereof, and thereupon terminate this Agreement and all interest in it or re-let the Leased Premises under the provisions contained.

(c) Non-Relief of Liability. The execution of any encumbrance under this Section, or the foreclosure thereof, or any sale thereunder, either by Judicial proceeding or by virtue of any power reserved in such encumbrance, or conveyance by FBO to the holder of such indebtedness or encumbrance or the exercising of any right, power or privilege reserved in any encumbrance, shall not be held as a violation of any of the terms or conditions hereof, or as an assumption by the holder of such indebtedness personally of the obligations hereof. No such encumbrance, foreclosure, conveyance or exercise of right shall relieve FBO from its liability hereunder.

(d) Rights Prior to Termination. If FBO is not in default of this Agreement, it shall have the right to remove any and all fixtures which FBO may have placed or installed upon the Leased Premises, provided, upon removal, FBO shall repair at its own expense any damage resulting from the removal and leave the Leased Premises in a clean and neat condition.

1.23. Redelivery of Leased Premises.

FBO shall, upon termination of this Agreement in any manner, quit and deliver up the Leased Premises to the City peaceably, quietly and in as good order and condition as the same now are or hereafter may be improved by the FBO or the City, reasonable use and wear excepted.

1.24. City's Lien.

If FBO is in default under any covenant, term or provision of this Agreement, or has abandoned the Leased Premises, in addition to the rights of the City under this Agreement and Georgia law, FBO hereby grants to the City a lien upon any improvements, personal property and

trade fixtures of the FBO upon the Leased Premises, which lien the City may satisfy by selling said improvements, personal property, or trade fixtures at public or private sale after due notice has been provided to the FBO and from the proceeds of the sale, satisfy first, any cost of storage, removal and sale, and any other debts due from the FBO to the City; and secondly, satisfy the total amount of unpaid rent due hereunder to the date of default as indicated by this section and hold any balance for the account of the FBO. This lien shall inure to the City's benefit whenever the FBO is in default hereunder and when the City exercises any right, which the City may have at law, in equity or under this Agreement.

ARTICLE II: SERVICES MANAGEMENT

2.1. Hours of Operation.

The FBO shall maintain open business operations during a schedule of hours, which said schedule shall be filed with and approved by the City's Airport Manager.

(a) Hours of operation shall not be changed without the prior written consent of the City, except during any period when the Airport is closed by any lawful authority restricting the use in such a manner as to interfere with use by the FBO for its business operation.

ARTICLE III: GENERAL PROVISIONS

3.1. Default by the FBO.

The FBO shall be deemed in default of this Agreement upon any one or more of the following events:

(a) Failure to timely pay rent as called for herein when it is due;

(b) The filing of a petition under the Federal Bankruptcy Act or any amendment, including a petition for reorganization;

(c) The commencement of a proceeding for dissolution or for the appointment of a receiver of the FBO;

(d) The making of an assignment for the benefit of creditors by the FBO;

(e) The abandonment of the Leased Premises by the FBO;

(f) The continuing violation of any restrictions of this Agreement, or continuing failure to keep any of its covenants after thirty (30) days written notice to cease such violation and/or correct such violation.

3.2. Remedies By The City.

In the event of any default, nonperformance, and/or violation by the FBO of any term, covenant, or condition of this Agreement, it shall be the right of the City to rescind this Agreement if corrective action of the violation as approved by the City has not been taken within thirty (30) days following written notice to the FBO.

3.3. Insurance.

(a) The FBO agrees to provide comprehensive commercial general liability insurance and workers compensation insurance and shall procure and maintain said insurance on or before the Effective Date of this Agreement. Workman's Compensation Insurance shall be as required by the State of Georgia.

(b) The FBO shall carry comprehensive commercial general liability insurance naming the City as an additional insured in a minimum amount of Two Million Dollars ($2,000,000) in respect to the aggregate claims arising out of a single occurrence.

(c) The FBO shall carry property damage insurance naming the City as an additional insured in a minimum amount of One Million Dollars ($1,000,000) per occurrence.

(d) The policies of insurance shall be approved by the City and the City's attorney as to legal form, and shall contain a provision that the same may not be cancelled before the expiration of its term except upon thirty (30) days written notice to the City.

(e) A copy of the policy or a certificate of insurance shall be delivered to the City and the City's attorney contemporaneously with the execution of this Agreement and the FBO shall supply the City with a renewal policy or certificate prior to the expiration of each renewal or succeeding policy or certificate as requested by the City.

(f) The cancellation or other termination of any insurance policy issued in compliance with this section shall automatically terminate the Agreement, unless another policy has been presented and approved pursuant to this section and shall be in effect at the time of such cancellation or termination.

3.4. Indemnity.

(a) To the fullest extent permitted by law, for and in consideration of the City entering into this agreement with the FBO and any entity related thereto, its invitees, employees, or officers hereby for itself, its agents, assigns, invitees, employees, officers, occupants of or those making use of property subject to this Agreement, and/or representatives, specifically promise and warrant to fully release, indemnify, and hold harmless the City, its agents, assigns, and/or representatives against any and all claims, causes, actions, liens, demands, rights to causes of action, damages, and claims of damages sustained, or claimed to have been sustained, on account of any known and

unknown personal injuries, deaths, and/or property damage arising out of or in any way related to the Agreement, whether or not said claims, causes of action, actions, liens, demands, rights to cause of action or damages may have resulted in whole or in part from the negligent acts or omissions of the City, its agents, assigns, and/or representatives.

(b) In the event a claim is asserted or an action is brought against the City, its agents, assigns, and/or representatives arising from this Agreement, the FBO, its agents, assigns, invitees, employees, officers, occupants of or those making use of property subject to this Agreement, and/or representatives will release, indemnify, save and hold harmless and make good any damage award that may be entered against the City, its agents, assigns and/or representatives including any and all costs of defense, attorneys' fees, and all expenses.

3.5. Fair and Non-Discriminatory Services.

The FBO in the conduct of any aeronautical activity for the public at the Airport, shall furnish the same on a fair, equal, and nondiscriminatory basis to all users, and shall charge fair and reasonable prices for the same.

3.6. Title VI Civil Rights Assurances.

(a) The FBO, for itself, its personal representatives, successors in interest, and assigns agrees that no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities;

(b) The FBO, for itself, its personal representatives, successors in interest, and assigns agrees that in the construction of any improvements on, over, or under such land and the furnishing of services thereon, no person on the grounds of race, color, or national origin be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination;

(c) The FBO, for itself, its personal representatives, successors in interest, and assigns agrees that the FBO shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964, and as the Regulations may be amended.

3.7. Affirmative Action.

The FBO assures that it will undertake an affirmative action program as required by 14 CFR Part 152, Subpart E. The FBO assures that no person shall be excluded on these grounds from participating in or receiving the services or benefits of any program or activity covered by this subpart. The FBO assures that it will require that its covered sub-organizations provide Assurances to the City that they similarly will undertake affirmative action programs and that they will require

assurances from their sub-organizations, as required by 14 CFR Part 152, Subpart E, to the same effect.

3.8. Non-Exclusive Rights.

The FBO shall have the right and privilege of engaging in a business on the premises of the Airport under the terms and conditions as set forth herein and in its Agreement, provided, however, that this Agreement shall not be construed in any manner to grant FBO or those claiming under it the exclusive right to the use of the premises and facilities of the Airport other than the Leased Premises leased exclusively to the FBO.

3.9. FAA Entry.

FBO shall at all times conduct its business in a lawful manner and at all times conform to the rules and regulations of the Federal Aviation Administration insofar as applicable to FBO's possession and business.

It is agreed and understood between the parties that during the term of this Agreement that the Federal Aviation Administration or any other Federal or State agency shall be permitted to enter the premises and make improvements to the Airport as required.

3.10 Derogation.

FBO shall not knowingly omit or fail to do anything or permit anything to be done on or about the Leased Premises, or bring or keep anything on the Leased Premises or in any improvement of the facility erected thereon, which will in any way conflict with any law, ordinance, rule or regulation required to be kept and observed by FBO which is now in force or which may hereinafter be enacted or promulgated by any public authority having jurisdiction over the Leased Premises, provided, however, that no such rules or regulations shall be of such nature as to interfere with or constitute any derogation of or infringement upon the rights and privileges herein in this Agreement granted to FBO.

3.11. Previous Written and Oral Statements.

All previous written or transcribed plans, documents, letters, electronic correspondence or other forms of communication between the parties concerning all matters set forth in this Agreement have been incorporated herein, and the terms and conditions of this Agreement shall supersede any previous agreement between the parties. The parties agree that time shall be of the essence of this Agreement. This Agreement may be executed in counterparts and each such counterpart, and all counterparts together, shall constitute the original Agreement.

3.12. Amendment and Modification of Agreement.

This Agreement represents the entire understanding of the parties hereto, and any amendments, changes, additions or deletions shall be made only in writing and signed by both the City and the FBO.

3.13. Severability and Authority to Execute.

(a) The invalidity or unenforceability of any provision of this Agreement shall not affect the validity or enforceability of any other provision of this Agreement, all of said other provisions shall remain in full force and effect.

(b) The City and the FBO attest that each person executing this Agreement warrants and represents that they are fully authorized to do so. Each party stipulates that they have been afforded an adequate opportunity to read this Agreement and to consult with an attorney prior to executing the same, and all signatures are given knowingly, voluntarily, and with full awareness of the terms contained herein.

3.14. Security.

The City shall provide, or cause to be provided, during the term of the Agreement, all proper and appropriate public fire and police protection similar to that afforded to other tenants at the airport, and it will issue and enforce rules and regulations with respect thereto for all portions of the airport. FBO shall have the right, but shall not be obligated, to provide such additional or supplemental public protection as it may desire, but such right, whether or not exercised by the FBO, shall not in any way be construed to limit or reduce the obligations of the City hereunder.

3.15. Public Use and Federal Grants.

(a) Grant Agreements. The Leased Premises and the airport are subject to the terms of those certain sponsor's assurances made to guarantee the public use of the airport as incidental to grant agreements between the City and the United States of America as amended, and the City represents that none of the provisions of this Agreement violate any of the provisions of the Sponsor's Assurances Agreement.

(b) Non-Exclusive Rights. Nothing contained in this Agreement shall be construed to grant or authorize the granting of an exclusive right within the meaning of Section 308 of the Federal Aviation Act of 1958, as amended, now codified as 49 U.S.C. § 40103(e).

(c) Right to Develop Airport. The City reserves the right to further develop or improve the Airport and all roadways, parking areas, terminal facilities, landing areas, and taxiways as it may see fit, regardless of the desires or views of the FBO and without interference or hindrance.

(d) Subordination of Agreement. This Agreement shall be subordinate to the provisions of any existing or future agreement between the City and the United States of America, its Boards,

Agencies or Commissions relative to the operation or maintenance of the Airport, the execution of which has been or may be required as a conditions precedent to the expenditure of Federal funds on the development of the Airport and to the existing deeds of land upon which the Airport is situated.

(e) Right to Amend. In the event that the Federal Aviation Administration or its successors shall require any modifications or changes in this Agreement as a condition precedent to the granting of funds for the improvement of the Airport, FBO hereby consents to such amendments, modifications, revisions, supplements or deletions of any of the terms, conditions or requirements of this Agreement as may be reasonably be required to obtain such funds; provided, however, that in no event will the FBO be required, pursuant to this paragraph, to accept an increase in fees or rent provided for hereunder or accept a change in the use of, accept a reduction in the size of the Leased Premises, or to accept any change which would adversely affect the rights of any mortgagee, beneficiary, payee or trustee registered with the City.

3.16. Consent Not to be Unreasonably Withheld.

Whenever consent or approval is required hereunder by either party, such consent is not to be unreasonably withheld, or to be delayed for any unreasonable period of time.

3.17. Prevention of Trespass.

FBO agrees to use its best efforts to prevent unauthorized persons from gaining access to the Airport restricted areas through the Leased Premises.

3.18. Relationship of the Parties.

The City is neither a joint venture with nor a partner or associate of the FBO with respect to any matter provided for in this Agreement, Nothing herein contained shall be construed to create any such relationship between the parties or to subject the City to any obligation of the FBO whatsoever.

3.19. Airport Operations.

The City shall have the exclusive right and responsibility during the term of this Agreement of managing and operating the Airport for civilian flying adjacent to the Leased Premises of the FBO, including the promulgating of such rules and regulations, including traffic rules, so that the Airport may be operated safely, efficiently and to further ensure that all takeoffs, landings, taxiing and flying in the immediate vicinity of the field shall be uniform for maximum safety.

3.20. Maintenance of Runways and Taxiways.

The City will maintain runways and taxiways in a usable condition, considering the type and nature of the initial construction, except those portions thereto which may be closed to air traffic during periods of repair or construction or for any purpose deemed necessary by the City.

3.21. Trash and Refuse.

(a) Storage. Trash, clippings, refuse, garbage and other debris shall be stored in closed containers pending their removal and disposal, and such storage shall not generate odors, attract rodents or insects, or become offensive in any manner. The storage area shall be kept neat and clean at all times.

(b) Waste Products. The FBO shall prevent the entrance of objectionable quantities of petroleum products and other deleterious wastes in the sewerage and storm water drainage systems serving the City and shall treat same in accordance and in full compliance with all applicable laws, regulations and procedures of Federal, State, County and City authorities having jurisdiction with respect to such matters. Any contamination of the FBO's property now existing or caused by the City or other person shall not in any manner be attributable to the FBO, and further, FBO shall be held harmless from any costs of such cleanup or fine associated therewith.

3.22. Noise Abatement.

FBO agrees to comply with noise abatement policies and procedures as adopted and published by the City.

3.23. Enforcement.

If it becomes necessary for the City to bring an action under this Agreement against the FBO, its successors, or its assignees, the FBO shall be responsible for reimbursing the City for all costs and expenses, including attorney's fees, incurred in connection with such proceedings.

3.24. Waiver.

No waiver of any default of the City or FBO hereunder shall be implied from any omission to take any action on account of such default if such default persists or is repeated, and no express waiver shall affect any default other than the default specified in the express waiver and that only for the time and to the extent therein stated. One or more waivers by the City or FBO shall not be construed as a waiver of a subsequent breach of the same covenant, term or condition.

3.25. Memorandum of Lease.

The parties hereto contemplate that this Agreement should not and shall not be filed for record, but in lieu thereof, at the request of either party, the City and FBO shall execute a mutually agreeable Memorandum of Lease to be recorded for the purpose of giving record notice of the appropriate provisions of this Lease.

3.26. Headings.

The headings used in this Lease are for convenience of the parties only and shall not be considered in interpreting the meaning of any provision of this Lease.

3.27. Successors.

The provisions of this Agreement shall extend to and be binding upon the City and FBO and their respective legal representatives, successors and assigns.

3.28. Compliance with Law.

FBO shall comply with all laws, orders, ordinances and other public requirements now or hereafter pertaining to FBO's use of the Leased Premises. The City shall comply with all laws, orders, ordinances and other public requirements now or hereafter affecting the Leased Premises.

3.29. Final Agreement.

This Agreement terminates and supersedes all prior understandings or agreements on the subject matter hereof. This Agreement may be modified only by a further writing that is duly executed by both parties.

3.30. Governing Law.

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

3.31. Venue.

This Agreement has been executed and is to be wholly performed in the City of Monroe, Georgia. For the purpose of venue and jurisdiction, the FBO agrees and consents that any causes of action arising out of this Agreement shall be brought in and heard by the Superior Court of Walton County.

3.32. Time is of the Essence.

Time is of the essence in all provisions of this Agreement.

3.33. Automatic Renewal Term of Lease.

The Parties agree that this Lease shall automatically renew for ONE (1) renewal period of FIVE (5) years, commencing on January 1, 2027 and terminating on December 31, 2031, (the "Renewal Term") under the same terms and conditions as outlined herein for the Original Term of the Lease, unless either party shall provide written notice to the other on or before October 1, 2026 of its intent to NOT renew this Lease for said Renewal Term. During said Renewal Term the monthly rental rate to be paid by Tenant shall be as follows:

Calendar Year	Rental Rate
2027	$3,000 multiplied by the number 1 plus the annual CPI index rate as released in October 2026 from the Federal Bureau of Labor Statistics
2028	The Rental Rate for CY 2027 multiplied by the number 1 plus the annual CPI index rate as released in October 2027 from the Federal Bureau of Labor Statistics
2029	The Rental Rate for CY 2028 multiplied by the number 1 plus the annual CPI index rate as released in October 2028 from the Federal Bureau of Labor Statistics
2030	The Rental Rate for CY 2029 multiplied by the number 1 plus the annual CPI index rate as released in October 2029 from the Federal Bureau of Labor Statistics
2031	The Rental Rate for CY 2030 multiplied by the number 1 plus the annual CPI index rate as released in October 2030 from the Federal Bureau of Labor Statistics

3.34 Special Stipulations.

The Parties agree that the following Special Stipulations shall control during the Term of this Lease and the Renewal Term, if any. Whenever any term of this Lease is in conflict with these Special Stipulations, the terms of these Special Stipulations shall control:

(a) To ensure safety of the Airport, the Leased Premises and the operations of aeronautical activities by the general public, the FBO shall not be permitted to keep on or near the Leased Premises any combustible fuel or fuel storage of any type including fuel tanks, fuel dispensing equipment or the like. The Parties agree that this is a material term of the Lease.

(b) During the Initial Term of this Lease agreement (through December 31, 2026) the FBO agrees to allow Charlie Brown to continue to sublease a portion of the Leased Premises at his existing monthly rental rate of Four Hundred and 00/100 Dollars ($400.00) per month for the sole purpose of indoor aircraft storage of his private plane with a Tail Number of N204PC.

(c) FBO shall be entitled to the sole and exclusive use of two (2) certain aircraft tie down areas located directly adjacent to the Leased Premises on the apron of the airport taxiway.

IN WITNESS WHEREOF, The City and the FBO have hereunto set their hands, this day and year first written above.

CITY
CITY OF MONROE, GEORGIA

_____ _____

Witness John Howard, Mayor

_____ _____

Notary Public Laura Powell, City Clerk

FBO
Fellow Ship Aviation, LLC

_____ _____

Witness Jacob Gess
Title: Member

_____

Notary Public

To: City Council

From: Brad Callender, Planning & Zoning Director

Department: Planning & Zoning

Date: 7/1/2025

Subject: FINAL PLAT #3749 – River Pointe Phase 1 – 47 Single-Family Residential Lots

---

Budget Account/Project Name: N/A

Funding Source: N/A

Budget Allocation: N/A

Budget Available: N/A

Requested Expense: N/A **Company of Record:** N/A

Description:

The property owner of the River Pointe project is petitioning for Final Plat approval of Phase 1 of the project to allow for the subdivision of 47 single-family residential lots. The project includes public streets, an amenity area, and open space tracts. There will be a total of 4 phases in the project for 297 single-family residential lots.

Background:

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

Recommendation:

The staff recommends approval of the final plat as submitted without corrections.

Attachment(s):

Staff Report
Final Plat

CITY OF MONROE
PLANNING & ZONING
FINAL PLAT STAFF REPORT

APPLICATION SUMMARY

FINAL PLAT CASE: 3749

DATE: July 1, 2025

STAFF REPORT BY: Brad Callender, Planning & Zoning Director

PROJECT NAME: River Pointe, Phase I

DEVELOPER: Meritage Homes

PROPERTY OWNER: Meritage Homes of Georgia Inc

DESIGN CONSULTANT: Maxwell-Reddick and Associates LLC

LOCATION: South of Double Springs Church Rd. and the west side of Cedar Ridge Rd.

COUNCIL DISTRICTS: 1 & 7

ACREAGE: Total Project, ±200.00; Phase 1, ±48.5

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

EXISTING LAND USE: Partially graded and developed with undedicated infrastructure

ACTION REQUESTED: The owner is requesting Final Plat approval to subdivide the 1st phase of the project into 47 single-family residential lots.

STAFF RECOMMENDATION: Staff recommends approval of this Final Plat as submitted.

DATE OF SCHEDULED PUBLIC HEARINGS

CITY COUNCIL: July 8, 2025

FINAL PLAT SUMMARY

The applicant is requesting approval of a Final Plat to subdivide the first phase of the River Pointe subdivision. The first phase consists of 47 single-family residential lots. The Preliminary Plat for the overall project was approved on February 14, 2023. The first phase is located near the central portion of the property and will be accessed by the southernmost entrance on Cedar Ridge Road. The streets inside the development will be dedicated public streets. The amenity area for the development is included in phase one. Other elements included in the platting of phase one are the dedication of easements for the sanitary sewer lift station and open space for areas around lots in phase one.

PROJECT SUMMARY:

- Project Name – River Pointe Phase I
- Development Type – Single-Family Residential Subdivision
- Total Project Area – ±200.00 Acres
    - Phase I Acreage – ±48.5 Acres
    - Phase I Right-of-Way Area to be Dedicated – ±4.189 Acres
    - Phase I Open Space to be Dedicated (to HOA) – ±26.96 Acres
- Proposed Lots – 297-Total Project; 47-Phase I

FINAL SUBDIVISION PLAT
RIVER POINTE SUBDIVISION - PHASE 1
PREPARED FOR
MERITAGE HOMES

LOCATED IN LAND LOTS 8 & 27
419TH & 421ST G.M.D.
3RD LAND DISTRICT, CITY OF MONROE, WALTON COUNTY, GA
PARENT TAX PARCEL ID NO. M0290008

PHASE 1 SITE INFORMATION

- LAND LOT 8 & 27
- 419TH & 421ST G.M.D.
- 3RD LAND DISTRICT
- CITY OF MONROE, WALTON COUNTY, GA
- TAX PARCEL ID# M0290008
- PHASE 1 ENTRANCE ADDRESS: 1299 CEDAR RIDGE RD

UTILITY PROVIDERS:

POWER	WALTON EMC	770-267-2505
WATER	CITY OF MONROE	770-267-3698
SEWER	CITY OF MONROE	770-267-3698
GAS	CITY OF MONROE	770-267-3698

SHEET INDEX

SHEET 1:	COVER SHEET & NOTES
SHEET 2:	TOTAL PROJECT LAYOUT & TABLES
SHEET 3:	PHASE 1 FINAL PLAT LAYOUTS 1
SHEET 4:	PHASE 1 FINAL PLAT LAYOUTS 2
SHEET 5:	PHASE 1 FINAL PLAT LAYOUTS 3

SIGHT DISTANCE CERTIFICATION

I, THE UNDERSIGNED, HEREBY CERTIFY THAT THE ENTRY TO THIS SUBDIVISION MEETS THE REQUIREMENTS OF CHAPTER IX "AT GRADE INTERSECTIONS" OF AASHTO "A POLICY ON GEOMETRIC DESIGN OF HIGHWAYS AND STREETS", LATEST EDITION. THE ENTRANCE ROAD ON CEDAR RIDGE ROAD (WHITMAN CIRCLE) WAS CONSTRUCTED WITH ADEQUATE SIGHT DISTANCE UNDER ASBUILT SITE CONDITIONS. THE REGULATED SPEED LIMIT OF CEDAR RIDGE ROAD DRIVE IS 35 MILES PER HOUR. THE AASHTO SIGHT DISTANCE REQUIRED FOR THE ENTRANCE IS 350 FEET TO THE NORTHEAST AND 350 FEET TO THE SOUTHWEST. THE SIGHT DISTANCE TO THE NORTHEAST ACHIEVES A DISTANCE OF 390 FEET. THE SIGHT DISTANCE TO THE SOUTHWEST ACHIEVES A DISTANCE OF 390 FEET. SIGHT DISTANCE WAS MEASURED PARALLEL TO THE ROADWAY, 15 FEET FROM THE EDGE OF THE TRAVEL WAY AT A HEIGHT OF 3.5 FEET ABOVE THE SURFACE OF THE ROADWAY, TO AN OBJECT ON THE CENTERLINE OF THE ROAD 3.5 FEET ABOVE THE SURFACE OF THE ROADWAY IN EACH DIRECTION.

THOMAS C. O' BARR - GA. PROFESSIONAL ENGINEER #32726 — DATE SIGNED: 06-12-2025

REGISTERED LAND SURVEYORS CERTIFICATE

IT IS HEREBY CERTIFIED THAT THIS PLAT IS TRUE AND CORRECT AS TO THE PROPERTY LINES AND ALL IMPROVEMENTS SHOWN THEREON AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY MADE BY ME OR UNDER MY SUPERVISION; THAT ALL MONUMENTS SHOWN HEREON ACTUALLY EXIST AND THEIR LOCATION, SIZE, TYPE, AND MATERIAL ARE CORRECTLY SHOWN. THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF 1 FOOT IN 16,940 FEET AND AN ANGULAR ERROR OF 00°00'05.0" PER ANGLE POINT, AND WAS ADJUSTED USING THE COMPASS RULE METHOD. THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN 1 FOOT IN 213,577 FEET, AND CONTAINS A TOTAL OF ± 48.5 ACRES. THE EQUIPMENT USED TO OBTAIN THE LINEAR AND ANGULAR MEASUREMENTS HEREIN WAS TRIMBLE ACCESS, TRIMBLE R12 GPS UNIT, AND TRIMBLE S8 ROBOTIC TOTAL STATION.

DENVER W. YOUNGBLOOD
REGISTERED GEORGIA LAND SURVEYOR NO. 3327
DATE OF EXPIRATION - 12-31-2025
DATE SIGNED: 06-12-2025

OWNERS CERTIFICATE AND DECLARATION

STATE OF GEORGIA, CITY OF MONROE

THE OWNER OF THE LAND SHOWN ON THIS PLAT AND WHOSE NAME IS SUBSCRIBED HERETO, IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, ACKNOWLEDGES THAT THIS PLAT WAS MADE FROM AN ACTUAL SURVEY AND DEDICATES TO THE USE OF THE PUBLIC FOREVER ALL STREETS, DRAINS, EASEMENTS, AND OTHER PUBLIC FACILITIES AND APPURTENANCES THEREON SHOWN FOR THE PURPOSES THEREIN EXPRESSED.

DATED THIS 12th DAY OF June, 2025

BY: _____ Clay Kirkley, VP Land Development, OWNER

CERTIFICATE OF APPROVAL BY THE CODE ENFORCEMENT OFFICE

THE CODE ENFORCEMENT OFFICER CERTIFIES THAT THIS PLAT COMPLIES WITH THE ZONING ORDINANCE AND DEVELOPMENT REGULATIONS OF THE CITY OF MONROE AND HAS BEEN APPROVED BY ALL OTHER AFFECTED CITY DEPARTMENTS, AS APPROPRIATE. THIS PLAT IS APPROVED, SUBJECT TO THE PROVISIONS AND REQUIREMENTS OF THE PERFORMANCE AND MAINTENANCE SURETY AGREEMENT EXECUTED FOR THIS PROJECT BETWEEN THE OWNER AND THE CITY OF MONROE.

BY: _____

DATE: _____

CODE ENFORCEMENT OFFICER: _____

CERTIFICATE OF APPROVAL BY MAYOR AND COUNCIL

THE CITY OF MONROE MAYOR AND CITY COUNCIL HEREBY ACCEPT ON BEHALF OF THE CITY OF MONROE THE DEDICATION OF ALL PUBLIC STREETS, RIGHTS OF WAY, EASEMENTS AND OTHER PUBLIC FACILITIES AND APPURTENANCES SHOWN THEREON. THIS PLAT IS APPROVED SUBJECT TO THE PROVISIONS AND REQUIREMENTS OF THE PERFORMANCE AND MAINTENANCE SURETY AGREEMENT EXECUTED FOR THIS PROJECT BETWEEN THE OWNER AND THE CITY OF MONROE.

DATED THIS _____ DAY OF _____, _____

BY: _____, MAYOR
THE CITY OF MONROE MAYOR AND CITY COUNCIL

ATTEST: _____
CITY CLERK, CITY OF MONROE

CERTIFICATE OF APPROVAL BY THE CITY OF MONROE UTILITY DEPARTMENT

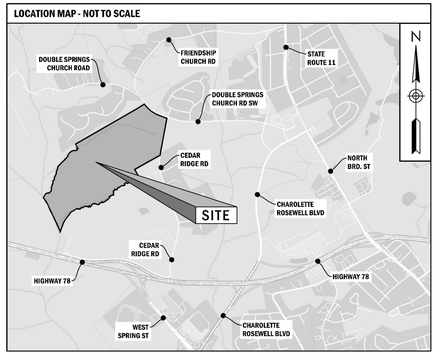
THE LOTS SHOWN HEREON AND PLANS FOR WATER AND SEWAGE COLLECTION AND DISPOSAL HAVE BEEN REVIEWED AND APPROVED BY THE CITY OF MONROE WATER & GAS DEPARTMENT, AND ARE APPROVED FOR DEVELOPMENT.

DATED THIS _____ DAY OF _____, _____

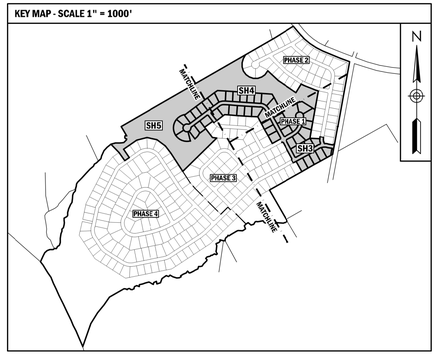
BY: _____

TITLE: _____

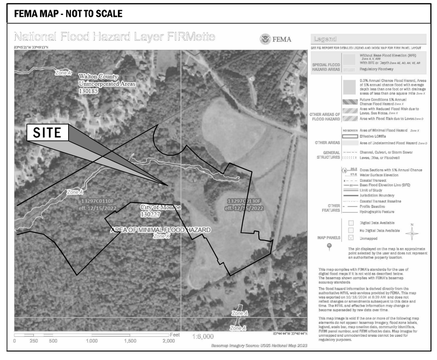
LOCATION MAP - NOT TO SCALE



KEY MAP - SCALE 1" = 1000'



FEMA MAP - NOT TO SCALE



GENERAL NOTES

1. CORNER PIN STATEMENT - 1/2" RE-BARS 24 INCHES IN LENGTH WITH PLASTIC CAPS LABELED LSF000953 SET ON CORNERS UNLESS OTHERWISE NOTED.
2. ALL UTILITIES SHALL BE LOCATED UNDERGROUND.
3. WATER SERVICES TO BE PROVIDED BY THE CITY OF MONROE.
4. SANITARY SEWER SERVICES TO BE PROVIDED BY THE CITY OF MONROE.
5. THE LOTS SHOWN HEREON MAY NOT BE SUBDIVIDED EXCEPT THROUGH THE SUBDIVISION PROCESS AS PROVIDED BY THE CITY OF MONROE ZONING ORDINANCE IN EFFECT AT THAT TIME.
6. A TRIMBLE S7 ROBOTIC TOTAL STATION WAS USED TO COMPLETE THIS SURVEY. TRIMBLE R12 AND R12i GPS SYSTEMS WERE UTILIZED TO ESTABLISH STATE PLANE COORDINATES AND BENCHMARK ELEVATIONS ONLY.
7. OWNERS AND TAX I.D. NUMBERS WERE TAKEN FROM THE WALTON COUNTY TAX ASSESSORS WEB SITE.
8. LAND SURVEYORS, AS LICENSED PROFESSIONALS BY THE STATE OF GEORGIA, ARE NOT EXPERTS IN THE IDENTIFICATION OF WETLANDS, CEMETERIES OR BURIAL GROUNDS, ITEMS OF HISTORICAL OR CULTURAL SIGNIFICANCE; THEREFORE EXCEPTION IS TAKEN TO ANY SUCH MATTERS WHICH MAY EXIST WITHIN THE LIMITS OF THIS SURVEY.
9. PROPERTIES WITHIN THE LIMITS OF THIS SURVEY MAY BE SUBJECT TO EASEMENTS, RESERVATIONS, RIGHTS OF WAY, OR RESTRICTIONS WHICH ARE NOT RECORDED OR ARE OTHERWISE UNKNOWN TO THE SURVEYOR THEREFORE EXCEPTION IS TAKEN TO ANY SUCH ITEMS.
10. ALL HORIZONTAL DISTANCES SHOWN ARE GROUND DISTANCES IN U.S. SURVEY FEET.
11. THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF AN ABSTRACT OF TITLE. SUBJECT AND ADJACENT PROPERTY OWNERS DEED REFERENCES WERE OBTAINED FROM THE WALTON COUNTY TAX ASSESSORS WEB SITE AND ARE NOT GUARANTEED AS TO ACCURACY OR COMPLETENESS.
12. THIS SURVEY WAS PREPARED FOR THE EXCLUSIVE USE OF THE PERSON, PERSONS, OR ENTITY NAMED HEREON. THIS SURVEY DOES NOT EXTEND TO UNNAMED PERSON, PERSONS, OR ENTITIES WITHOUT EXPRESS CERTIFICATION BY THE SURVEYOR NAMING SAID PERSON, PERSONS, OR ENTITIES.
13. THIS SURVEY COMPLIES WITH BOTH THE RULES OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND THE OFFICIAL CODE OF ANNOTATED O.C.G.A. 15-6-67 AS AMENDED BY HB10042016, IN THAT WHERE A CONFLICT EXISTS BETWEEN THOSE TWO SETS OF SPECIFICATIONS, THE REQUIREMENTS OF LAW PREVAIL.
14. THIS PLAT IS SUBJECT TO THE COVENANTS SET FORTH IN THE SEPARATE DOCUMENT ATTACHED HERETO, DATED12-16-2024, AND RECORDED IN DEED BOOK 5573, PAGES 1913-1992, WHICH HEREBY BECOME A PART OF THIS PLAT AND WHICH WERE RECORDED AND SIGNED BY THE OWNER. COVENANTS WERE AMENDED ON 06-06-2025. AMENDED COVENANTS WERE RECORDED IN DEED BOOK 5592, PAGES 324-328.
15. OPEN SPACES AND RECREATIONS AREAS SHALL BE OWNED IN FEE-SIMPLE BY A MANDATORY HOMEOWNERS ASSOCIATION.
16. THE CITY OF MONROE ASSUMES NO RESPONSIBILITY FOR THE OVERFLOW OR EROSION OF NATURAL OR ARTIFICIAL DRAINS BEYOND THE EXTENT OF THE STREET RIGHT-OF-WAY, OR FOR THE EXTENSION OF CULVERTS BEYOND THE POINT SHOWN ON THE APPROVED AND RECORDED SUBDIVISION PLAT.
17. NO PORTION OF THIS SUBDIVISION LIES WITHIN A GROUNDWATER RECHARGE AREA, PURSUANT TO THE RULES OF THE GEORGIA DEPARTMENT OF NATURAL RESOURCES, ENVIRONMETAL PROTECTION DIVISION, CHAPTER 391-3-16.01.
18. PERENNIAL STREAMS AND WETLANDS EXIST WITHIN THE LIMITS OF THIS SUBDIVISION. ALL PERENNIAL STREAMS AND WETLANDS ARE LABELED AND ARE ALL LOCATED WITHIN THE OPEN SPACES AND NATURAL CONSERVATION EASEMENT AREAS.

FLOOD HAZARD NOTE:

- BY GRAPHICAL PLOTTING, ACCORDING TO F.I.R.M. MAP NUMBER 13297C0110F AND 13297C0130F, WITH EFFECTIVE DATES OF 12-15-2022, A PORTION OF THIS PROPERTY LIES WITHIN ZONE "A". ZONE "A" IS A SPECIAL FLOOD HAZARD ZONE INUNDATED BY THE 100-YR. FLOOD. THE REMAINDER OF THIS PROPERTY LIES WITHIN ZONE "X". ZONE "X" IS NOT A SPECIAL FLOOD HAZARD ZONE INUNDATED BY THE 100-YR. FLOOD.
- NOTE: DISTURBANCE OF THE 100 YEAR FLOOD PLAIN IS PROHIBITED.

WETLAND NOTES

- THE NATIONAL WETLAND INVENTORY MAPS HAVE BEEN CONSULTED.
- IF WETLANDS ARE INDICATED, THE LAND OWNER OR DEVELOPER HAS BEEN ADVISED THAT LAND DISTURBANCE OF PROTECTED WETLANDS SHALL NOT OCCUR UNLESS THE APPROPRIATE FEDERAL WETLANDS ALTERATION SECTION "404" PERMIT HAS BEEN OBTAINED.
- THERE ARE NO WETLANDS BEING DISTURBED ON THIS SITE.

EXPLANATION OF UTILITY LOCATIONS

THE UTILITIES ARE SHOWN AS PER THE LOCATION OF POLES, MANHOLES, VALVES, PEDESTALS, ETC., EXISTING DRAWINGS AND INFORMATION PROVIDED BY UTILITY PERSONNEL. THE SURVEYOR MAKES NO GUARANTEE THAT THE UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED, ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE.

THE UTILITIES SHOWN ALONG CEDAR RIDGE ROAD WERE MARKED BY LONG ENGINEERING ON 06-06-2023. THESE UNDERGROUND UTILITIES WERE LOCATED BY PAPE-DAWSON ENGINEERS FIELD PERSONNEL.

THE UTILITIES SHOWN WITHIN THE LIMITS OF THIS SUBDIVISION WERE AS-BUILT BY PAPE-DAWSON ENGINEERS.

DATUM NOTES

- THE HORIZONTAL DATUM FOR THIS SURVEY IS BASED ON THE NORTH AMERICAN DATUM OF 1983 FROM GPS OBSERVATIONS PERFORMED BY PAPE-DAWSON ENGINEERS UTILIZING TRIMBLE VRS NOW.
- THE VERTICAL DATUM FOR THIS SURVEY IS BASED ON THE NORTH AMERICAN DATUM OF 1988 FROM GPS OBSERVATIONS PERFORMED BY PAPE-DAWSON ENGINEERS UTILIZING TRIMBLE VRS NOW.

CLOSURE STATEMENT

1. THE BOUNDARY DATA UPON WHICH THIS PLAT IS BASED WAS TAKEN FROM AN ALTA/NSPS SURVEY PERFORMED BY GUNNIN LAND SURVEYING ON 10-05-2021 AND HAD A CLOSURE PRECISION OF 1 FOOT IN 16,940 FEET WITH AN ANGULAR ERROR OF 05.0 SECONDS PER ANGLE POINT. THIS REFERENCE PLAT WAS ADJUSTED USING THE COMPASS RULE METHOD.
2. THIS FINAL PLAT HAS BEEN CALCULATED FOR CLOSURE AND IF FOUND TO BE ACCURATE WITHIN 1 FOOT IN 213,577 FEET.

OWNER / DEVELOPER

MERITAGE HOMES
3700 MANSELL ROAD
ALPHARETTA, GA 30022
PHONE: 678.348.8350
CONTACT: CLAY KIRKLEY
EMAIL: CLAY.KIRKLEY@MERITAGEHOMES.COM

SURVEYOR

PAPE-DAWSON ENGINEERS
NORTHWINDS III
2500 NORTHWINDS PKWY, SUITE 360
ALPHARETTA, GA 30009
PHONE: 404.693.1618
CONTACT: DENVER YOUNGBLOOD
EMAIL: DENVER.YOUNGBLOOD @ PAPE-DAWSON.COM

ENGINEER

PAPE-DAWSON ENGINEERS
NORTHWINDS III
2500 NORTHWINDS PKWY, SUITE 360
ALPHARETTA, GA 30009
PHONE: 404.693.1618
CONTACT: CLARK O'BARR
EMAIL: CLARK.OBARR @ PAPE-DAWSON.COM

SITE NOTES - PHASE 1

PARCEL ID:	M0290008
CURRENT ZONING:	R1
(SINGLE FAMILY RESIDENTIAL)	
TOTAL PROJECT AREA:	± 200.0 ACRES
TOTAL PHASE 1 AREA:	± 48.5 ACRES
PHASE 1 LOT AREA:	17.317 ACRES
PHASE 1 OPEN SPACE:	± 26.96 ACRES
PHASE 1 BUFFER AREA:	0.047 ACRES
PHASE 1 R/W AREA:	4.189 ACRES

12.235 ACRES OF THE OPEN SPACE AREA IS CONSERVATION EASEMENT AREA

± 151.5 ACRES TO BE DEVELOPED IN ADDITIONAL SUBDIVISION PHASES

ZONING REQUIREMENTS:

MIN. LOT AREA:	14,000 SF
MIN. BUILDING AREA:	1,600 SF HEATED
MAX. LOT COVERAGE:	40%
MIN. LOT WIDTH:	100 FT
MIN. LOT FRONTAGE:	75 FT
MAX. BUILDING HEIGHT:	35 FT
MIN. BUILDING WIDTH:	24 FT

TOTAL SITE LOT SUMMARY:

TOTAL LOTS:	297 LOTS
PROPOSED DENSITY:	1.49 DU/AC

PHASE 1 LOT SUMMARY:

PHASE 1 LOTS:	47 LOTS

BUILDING SETBACKS REQUIRED:

FRONT:	30 FT
SIDE:	10 FT
REAR:	25 FT

PAPE-DAWSON ENGINEERS
2500 NORTHWINDS PKWY, STE 360 I ALPHARETTA, GA 30009 I 404.693.1618

SURVEYORS CERTIFICATION

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 CERTIFICATIONS, 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.

DENVER W. YOUNGBLOOD - REGISTERED GEORGIA SURVEYOR NO. 3327
DATE OF EXPIRATION - 12-31-2025
40 JOE KENNEDY BOULEVARD STATESBORO, GA 30458 - (912)-764-4214
DATE SIGNED: 06-12-2025

CERTIFICATE OF AUTHORIZATION # LSF000953

GEORGIA REGISTERED No. 3327 6-12-25 LAND SURVEYOR DENVER W. YOUNGBLOOD

REVISIONS:		DRAWN BY:	JTD
1	REVISED ON 4-25-2025 TO ADDRESS COMMENTS FROM THE CITY OF MONROE PLANNING AND ZONING DEPARTMENT.	FIELD WORK:	P-D FIELD
2	REVISED ON 6-12-2025 TO ADDRESS ADDITIONAL COMMENTS FROM THE CITY OF MONROE PLANNING AND ZONING DEPARTMENT.	DATE:	1-24-2025
3		JOB NO.:	2021-234
4		SCALE:	AS SHOWN

DRAWING NUMBER 1
1 OF 5 SHEETS

SITE NOTES - PHASE 1

PARCEL ID:	M0290008
CURRENT ZONING: (SINGLE FAMILY RESIDENTIAL)	R1
TOTAL PROJECT AREA:	± 200.0 ACRES
TOTAL PHASE 1 AREA:	± 48.5 ACRES
PHASE 1 LOT AREA:	17.317 ACRES
PHASE 1 OPEN SPACE:	± 26.96 ACRES
PHASE 1 BUFFER AREA:	0.047 ACRES
PHASE 1 R/W AREA:	4.189 ACRES

12.235 ACRES OF THE OPEN SPACE AREA IS CONSERVATION EASEMENT AREA

± 151.5 ACRES TO BE DEVELOPED IN ADDITIONAL SUBDIVISION PHASES

ZONING REQUIREMENTS:

MIN. LOT AREA:	14,000 SF
MIN. BUILDING AREA:	1,600 SF HEATED
MAX. LOT COVERAGE:	40%
MIN. LOT WIDTH:	100 FT
MIN. LOT FRONTAGE:	75 FT
MAX. BUILDING HEIGHT:	35 FT
MIN. BUILDING WIDTH:	24 FT

TOTAL SITE LOT SUMMARY:

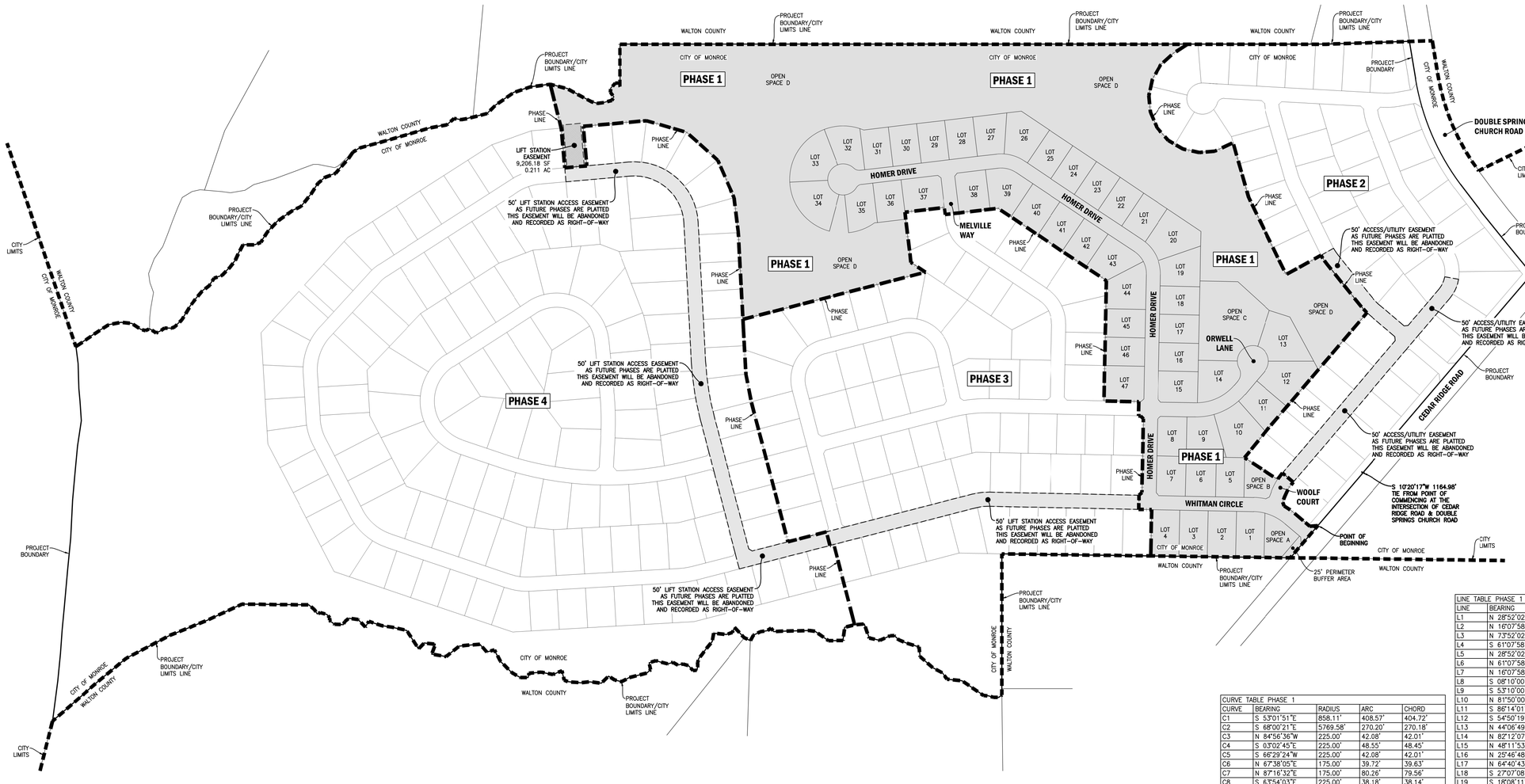
TOTAL LOTS:	297 LOTS
PROPOSED DENSITY:	1.49 DU/AC

PHASE 1 LOT SUMMARY:

PHASE 1 LOTS:	47 LOTS

BUILDING SETBACKS REQUIRED:

FRONT:	30 FT
SIDE:	10 FT
REAR:	25 FT



CENTERLINE ROAD CURVE TABLE PHASE 1

CURVE	BEARING	RADIUS	ARC	CHORD
CLC1	N 89°24'23"W	200.00'	68.56'	68.22'
CLC2	S 70°57'11"W	200.00'	68.56'	68.22'
CLC3	N 35°43'59"E	200.00'	177.32'	171.57'
CLC4	N 06°45'44"W	120.00'	71.61'	70.55'
CLC5	N 57°33'07"W	120.00'	120.15'	115.20'
CLC6	S 73°27'54"W	120.00'	85.03'	83.26'
CLC7	N 00°33'12"E	200.00'	68.28'	67.95'

CENTERLINE ROAD LINE TABLE PHASE 1

LINE	BEARING	DISTANCE
CLL1	N 79°35'10"W	26.57'
CLL2	N 79°35'10"W	93.30'
CLL3	N 09°13'36"W	53.55'
CLL4	S 61°07'58"W	371.04'
CLL5	S 61°07'58"W	35.00'
CLL6	N 28°52'02"W	330.00'
CLL7	S 61°07'58"W	42.37'
CLL8	N 61°07'58"E	158.07'
CLL9	N 10°20'00"E	26.21'
CLL10	N 23°51'27"W	16.48'
CLL11	N 28°52'02"W	474.26'
CLL12	N 86°14'12"W	501.25'
CLL13	S 53°10'00"W	179.82'
CLL14	S 36°50'00"E	165.00'
CLL15	S 53°10'00"W	362.04'

CURVE TABLE PHASE 1

CURVE	BEARING	RADIUS	ARC	CHORD
C1	S 53°01'51"E	858.11'	408.57'	404.72'
C2	S 68°00'21"E	5769.58'	270.20'	270.18'
C3	N 84°56'36"W	225.00'	42.08'	42.01'
C4	S 03°02'45"E	225.00'	48.55'	48.45'
C5	S 66°29'24"W	225.00'	42.08'	42.01'
C6	N 67°38'05"E	175.00'	39.72'	39.63'
C7	N 87°16'32"E	175.00'	80.26'	79.56'
C8	S 63°54'03"E	225.00'	38.18'	38.14'
C9	S 72°51'12"E	225.00'	32.13'	32.10'
C10	N 52°36'37"E	225.00'	66.93'	66.69'
C11	N 31°21'21"E	225.00'	100.00'	99.18'
C12	N 14°28'42"E	225.00'	32.55'	32.53'
C13	N 09°54'24"W	55.00'	38.86'	38.05'
C14	N 66°10'42"W	55.00'	69.18'	64.71'
C15	S 24°16'41"W	55.00'	102.73'	88.44'
C16	S 43°38'27"E	55.00'	27.66'	27.37'
C17	S 23°51'27"E	40.00'	47.74'	44.96'
C18	S 34°35'52"W	175.00'	148.22'	143.83'
C19	S 59°59'50"W	175.00'	6.94'	6.94'
C20	N 38°55'19"W	145.00'	50.89'	50.63'
C21	N 65°08'32"W	145.00'	81.82'	80.74'
C22	N 83°46'20"W	145.00'	12.47'	12.47'
C23	S 78°48'40"W	145.00'	75.68'	74.82'
C24	S 58°30'46"W	145.00'	27.06'	27.02'
C25	S 78°49'23"W	25.00'	22.39'	21.65'
C26	S 71°48'04"W	55.00'	62.75'	59.40'
C27	S 03°05'10"W	55.00'	69.18'	64.71'
C28	S 68°58'39"E	55.00'	69.18'	64.71'
C29	N 64°30'53"E	55.00'	20.11'	20.00'
C30	N 27°56'38"E	55.00'	50.10'	48.38'
C31	N 27°30'28"E	25.00'	22.39'	21.65'
C32	N 73°27'54"E	95.00'	67.31'	65.91'
C33	S 71°53'40"E	95.00'	47.56'	47.07'
C34	S 43°12'35"E	95.00'	47.56'	47.07'
C35	S 39°00'25"W	189.03'	99.17'	98.04'
C36	N 68°58'39"W	189.01'	237.72'	222.36'
C37	N 03°05'10"E	189.01'	237.72'	222.36'
C38	N 58°33'23"E	189.01'	128.24'	125.80'
C39	N 80°10'35"E	189.01'	14.40'	14.39'
C40	N 06°44'03"E	225.00'	28.27'	28.25'
C41	S 00°33'12"W	175.00'	59.74'	59.45'

LINE TABLE PHASE 1

LINE	BEARING	DISTANCE
L1	N 28°52'02"W	50.00'
L2	N 16°07'58"E	14.14'
L3	N 73°52'02"W	14.14'
L4	S 61°07'58"W	7.37'
L5	N 28°52'02"W	50.00'
L6	N 61°07'58"E	7.37'
L7	N 16°07'58"E	14.14'
L8	S 08°10'00"W	14.14'
L9	S 53°10'00"W	50.00'
L10	N 81°50'00"W	14.14'
L11	S 86°14'01"E	61.87'
L12	S 54°50'19"W	78.06'
L13	N 44°06'49"W	160.09'
L14	N 82°12'07"E	178.57'
L15	N 48°11'53"E	52.95'
L16	N 25°46'48"W	51.47'
L17	N 64°40'43"E	25.59'
L18	S 27°07'08"W	60.81'
L19	S 18°08'11"W	59.33'
L20	S 00°10'15"W	59.33'
L21	S 17°47'40"E	59.33'
L22	S 35°45'35"E	59.33'
L23	S 53°45'02"E	59.50'
L24	S 71°45'59"E	59.50'
L25	S 89°46'56"E	59.50'
L26	N 72°12'06"E	59.50'
L27	N 55°05'32"E	55.00'
L28	N 34°56'27"E	70.73'
L29	S 10°20'17"W	90.00'
L30	S 55°22'34"W	28.27'
L31	N 79°35'10"W	73.27'
L32	N 50°24'01"W	15.05'
L33	S 09°13'36"E	19.94'
L34	S 09°13'36"E	19.94'
L35	S 31°56'49"W	15.05'
L36	N 73°52'02"W	14.14'
L37	N 16°07'58"E	14.14'
L38	N 61°07'58"E	94.00'
L39	N 61°07'58"E	29.07'
L40	N 10°20'00"E	63.20'
L41	N 10°20'00"E	44.08'
L42	S 10°20'00"W	18.96'
L43	S 61°07'58"W	123.07'
L44	N 73°52'02"W	14.14'
L45	S 79°35'10"E	68.33'
L46	S 79°35'10"E	5.00'
L47	S 34°37'26"E	28.30'
L48	S 10°20'17"W	58.86'
L49	N 10°20'17"E	99.59'
L50	N 77°47'23"E	76.16'
L51	S 58°19'00"E	34.27'
L52	S 79°40'00"E	50.00'

LOT INFORMATION TABLE – PHASE 1

LOT NUMBER	ACREAGE	SQUARE FEET
LOT–1	0.368	16,018.82
LOT–2	0.371	16,149.52
LOT–3	0.372	16,221.61
LOT–4	0.374	16,293.71
LOT–5	0.321	14,000.00
LOT–6	0.341	14,856.10
LOT–7	0.333	14,510.00
LOT–8	0.333	14,510.00
LOT–9	0.389	16,961.34
LOT–10	0.506	22,054.89
LOT–11	0.342	14,891.11
LOT–12	0.475	20,694.87
LOT–13	0.506	22,057.35
LOT–14	0.411	17,909.48
LOT–15	0.352	15,349.68
LOT–16	0.321	14,000.00
LOT–17	0.321	14,000.00
LOT–18	0.321	14,000.00
LOT–19	0.383	16,676.63
LOT–20	0.482	20,988.85
LOT–21	0.321	14,002.23
LOT–22	0.321	14,000.00
LOT–23	0.321	14,000.00
LOT–24	0.321	14,000.00
LOT–25	0.321	14,000.00
LOT–26	0.432	18,807.50
LOT–27	0.348	15,156.08
LOT–28	0.321	14,000.00
LOT–29	0.321	14,000.00
LOT–30	0.321	14,000.00
LOT–31	0.322	14,043.22
LOT–32	0.356	15,496.46
LOT–33	0.472	20,562.91
LOT–34	0.472	20,562.92
LOT–35	0.343	14,954.62
LOT–36	0.321	14,000.00
LOT–37	0.369	16,082.22
LOT–38	0.352	15,350.00
LOT–39	0.428	18,642.52
LOT–40	0.370	16,100.00
LOT–41	0.333	14,513.35
LOT–42	0.323	14,049.03
LOT–43	0.397	17,298.50
LOT–44	0.436	19,003.53
LOT–45	0.323	14,049.03
LOT–46	0.323	14,049.03
LOT–47	0.401	17,450.29
PERIMETER BUFFER AREA	0.047	2,030.53
OPEN SPACE A	0.296	12,906.58
OPEN SPACE B	0.258	11,216.82
OPEN SPACE C	1.281	55,791.86
OPEN SPACE D	25.121	1,094,285.89
INTERIOR R/W	4.188	182,455.42

SURVEYORS CERTIFICATION

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 CERTIFICATIONS, 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.

DENVER W. YOUNGBLOOD - REGISTERED GEORGIA SURVEYOR NO. 3327
DATE OF EXPIRATION - 12-31-2025
40 JOE KENNEDY BOULEVARD STATESBORO, GA 30458 - (912)-764-4214

06-12-2025
DATE SIGNED

CERTIFICATE OF AUTHORIZATION # LSF000953

GEORGIA REGISTERED No. 3327 6-12-25 LAND SURVEYOR DENVER W. YOUNGBLOOD

GRAPHIC SCALE 1" = 200'
200 0 200 400 600

PRECISION DATA	1 / 16,940
E.D.C. FIELD	00° 00' 05.0"
ERROR PER ANGLE	NETWORK/EAST SQUARES
ADJ. METHOD	1 / 23,137
E.D.C. FIELD	

FIELD EQUIPMENT
TRIMBLE R12 GPS
MAGNETIC LOCATOR
TRIMBLE ASSESS
TRIMBLE S5 TOTAL

DRAWN BY: JTD
FIELD WORK: P.D FIELD
DATE: 1-24-2025
JOB NO.: 2021-234
SCALE: AS SHOWN

DRAWING NUMBER
2
2 OF 5 SHEETS

GRID NORTH
GA. WEST ZONE

PAPE-DAWSON ENGINEERS
2500 NORTHWINDS PKWY. STE 350 | ALPHARETTA, GA 30009 | 404.893.1618

REVISIONS:
- REVISED ON 4-25-2025 TO ADDRESS COMMENTS FROM THE CITY OF MONROE PLANNING AND ZONING DEPARTMENT.
- REVISED ON 6-12-2025 TO ADDRESS ADDITIONAL COMMENTS FROM THE CITY OF MONROE PLANNING AND ZONING DEPARTMENT.

FINAL SUBDIVISION PLAT
RIVER POINTE SUBDIVISION - PHASE 1
PREPARED FOR
MERITAGE HOMES
LOCATED IN LAND LOTS 8 & 27 - 419TH & 421ST G.M.D.
3RD DISTRICT, CITY OF MONROE, WALTON COUNTY, GA

LEGEND

———	= STORM PIPE
——— S ———	= SANITARY SEWER
——— FM ———	= SANITARY FORCE MAIN
——— W ———	= WATER LINE
——— OHP ———	= OVERHEAD POWER
◉	= SANITARY MANHOLE (SSMH)
◎	= SANITARY LATERAL
◈	= FIRE HYDRANT (FH)
⊗	= WATER VALVE (WV)
SWCB	= SINGLE WING CATCH BASIN
DWCB	= DOUBLE WING CATCH BASIN
OCS	= OUTLET CONTROL STRUCTURE
JB	= JUNCTION BOX
YI	= YARD INLET
PI	= PEDESTAL INLET
HW	= HEADWALL
ARM	= AIR RELEASE MANHOLE
PP	= POWER POLE
WM	= WATER METER
B.S.L.	= BUILDING SETBACK LINE
R/W	= RIGHT OF WAY
L.L.L.	= LAND LOT LINE
N.A.E.	= NO ACCESS EASEMENT
S.S.E.	= SANITARY SEWER EASEMENT
D.E.	= DRAINAGE EASEMENT
U.E.	= UTILITY EASEMENT

CORNER LEGEND

○	= 1/2" CAPPED REBAR SET (CRBS)
⊗	= PREVIOUS EXISTING CORNER FOUND
CRBF	= CAPPED REBAR FOUND
OTPF	= OPEN TOP PIPE FOUND
BRBF	= BENT REBAR FOUND
RBF	= REBAR FOUND

1/2" RE-BARS 24 INCHES IN LENGTH WITH PLASTIC CAPS LABELED LSF000953 SET ON CORNERS UNLESS OTHERWISE NOTED.

ALL PREVIOUS EXISTING CORNERS FOUND ARE LABELED INDIVIDUALLY WITH THE SIZES AND MATERIALS AS WELL AS THE CAP INFORMATION FOUND WHERE APPLICABLE.

PIPE LEGEND

HDPE	= HIGH DENSITY POLYETHYLENE
RCP	= REINFORCED CONCRETE PIPE
CMP	= CORRUGATED METAL PIPE
DIP	= DUCTILE IRON PIPE
PVC	= POLYVINYL CHLORIDE PIPE

BUFFER LEGEND

(1) = 25' UNDISTURBED STATE WATERS BUFFER

(2) = 50' UNDISTURBED CITY STREAM BUFFER

(3) = 75' IMPERVIOUS SETBACK

SURVEYORS CERTIFICATION

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 CERTIFICATIONS, 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.

DENVER W. YOUNGBLOOD - REGISTERED GEORGIA SURVEYOR NO. 3327
DATE OF EXPIRATION - 12-31-2025
40 JOE KENNEDY BOULEVARD STATESBORO, GA 30458 - (912)-764-4214

06-12-2025
DATE SIGNED

CERTIFICATE OF AUTHORIZATION # LSF000953

GEORGIA REGISTERED No. 3327 6-12-25 LAND SURVEYOR DENVER W. YOUNGBLOOD

GRID NORTH
GA. WEST ZONE

PAPE-DAWSON ENGINEERS
2500 NORTHWINDS PKWY, STE 350 | ALPHARETTA, GA 30009 | 404.693.1618

REVISIONS:
1. REVISED ON 4-25-2025 TO ADDRESS COMMENTS FROM THE CITY OF MONROE PLANNING AND ZONING DEPARTMENT.
2. REVISED ON 6-12-2025 TO ADDRESS ADDITIONAL COMMENTS FROM THE CITY OF MONROE PLANNING AND ZONING DEPARTMENT.

FINAL SUBDIVISION PLAT
RIVER POINTE SUBDIVISION - PHASE 1
PREPARED FOR
MERITAGE HOMES
LOCATED IN LAND LOTS 8 & 27 - 419TH & 421ST G.M.D.
3RD DISTRICT, CITY OF MONROE, WALTON COUNTY, GA

GRAPHIC SCALE 1" = 50' (50 0 50 100 150)

FIELD EQUIPMENT	
TRIMBLE R12 GPS	
MAGNETIC LOCATOR	
TRIMBLE S7 TOTAL STATION	
TRIMBLE S5 ROBOT	

PRECISION DATA	1' / 16,940
E.D.C. FIELD ERROR PER ANGLE AND DISTANCE	00° 00' 05.0"
ADJ. METHOD	NETWORK LEAST SQUARES
E.D.C. USED	TRIMBLE S7

DRAWN BY: JTD
FIELD WORK: P.O FIELD
DATE: 1-24-2025
JOB NO.: 2021-234
SCALE: AS SHOWN

DRAWING NUMBER
3
3 OF 5 SHEETS

LYNN E. BROOKS & BETSY J. COOPER
TAX ID# C0910016
D.B. 178, PG. 438
P.B. 51, PG. 197
ZONED: A1

MORGANS CROSSING SUBDIVISION
HOMEOWNERS ASSOCIATION
(OPEN SPACE)
TAX ID# N089A071
D.B. 2364, PG. 170
P.B. 91, PG. 91
ZONED: R1

WALTON COUNTY
CITY OF MONROE

PROJECT BOUNDARY/CITY LIMIT LINE

OPEN SPACE D
1,094,285.89 SF
25.121 AC

N 59°57'39"E 485.46'

1/2"CRBS
LSF000953

FUTURE DEVELOPMENT PHASE 2

FUTURE DEVELOPMENT PHASE 3

PHASE 1 CONSERVATION EASEMENT AREA
12.235 AC/532,976.86 SF

ZONE "X"

C/L PERENNIAL STREAM 2

C/L PERENNIAL STREAM 2B

C/L PERENNIAL STREAM 2A

TOP OF CREEK BANK

LIMITS OF FLOOD ZONE

SPRINGHEAD

PHASE LINE

SHEET 5
SHEET 4

HOMER DRIVE
50' PUBLIC R/W

MERRILEE WAY
50' PUBLIC R/W

LOT-29 4,000.00 SF 0.321 AC
LOT-28 14,000.00 SF 0.321 AC
LOT-27 15,156.08 SF 0.348 AC
LOT-26 18,807.50 SF 0.432 AC
LOT-25 14,000.00 SF 0.321 AC
LOT-24 14,000.00 SF 0.321 AC
LOT-23 14,000.00 SF 0.321 AC
LOT-22 14,000.00 SF 0.321 AC
LOT-21 14,002.23 SF 0.321 AC
LOT-20 20,988.85 SF 0.482 AC
LOT-19 16,676.63 SF 0.383 AC
LOT-18 14,000.00 SF 0.321 AC
LOT-17 14,000.00 SF
LOT-38 15,350.00 SF 0.352 AC
LOT-39 18,642.52 SF 0.428 AC
LOT-40 16,100.00 SF 0.370 AC
LOT-41 14,513.35 SF 0.333 AC
LOT-42 14,049.03 SF 0.323 AC
LOT-43 17,298.50 SF 0.397 AC
LOT-44 19,003.53 SF 0.436 AC
LOT-45 14,049.03 SF 0.323 AC

OPEN SPACE C
(AMENITIES AREA)
55,791.86 SF
1.281 AC

1297 OPWELL LANE

NO STRUCTURES ALLOWED

10' F.M.E. NO STRUCTURES ALLOWED

20' S.S.E. NO STRUCTURES ALLOWED

THIS SECTION OF STORM IS BEING AS-BUILT WITH PHASE 1 IN ORDER TO PROVIDE DRAINAGE FOR LOTS 1-7

50' ACCESS/UTILITY EASEMENT AS FUTURE PHASES ARE PLATTED THIS EASEMENT WILL BE ABANDONED AND RECORDED AS RIGHT-OF-WAY

LEGEND

———	= STORM PIPE
——S———	= SANITARY SEWER
——FM———	= SANITARY FORCE MAIN
——W———	= WATER LINE
——OHP———	= OVERHEAD POWER
	= SANITARY MANHOLE (SSMH)
	= SANITARY LATERAL
	= FIRE HYDRANT (FH)
	= WATER VALVE (WV)
SWCB	= SINGLE WING CATCH BASIN
DWCB	= DOUBLE WING CATCH BASIN
OCS	= OUTLET CONTROL STRUCTURE
JB	= JUNCTION BOX
YI	= YARD INLET
PI	= PEDESTAL INLET
HW	= HEADWALL
ARM	= AIR RELEASE MANHOLE
PP	= POWER POLE
WM	= WATER METER
B.S.L.	= BUILDING SETBACK LINE
R/W	= RIGHT OF WAY
L.L.L.	= LAND LOT LINE
N.A.E.	= NO ACCESS EASEMENT
S.S.E.	= SANITARY SEWER EASEMENT
D.E.	= DRAINAGE EASEMENT
U.E.	= UTILITY EASEMENT

CORNER LEGEND

	= 1/2" CAPPED REBAR SET (CRBS)
	= PREVIOUS EXISTING CORNER FOUND
CRBF	= CAPPED REBAR FOUND
OTPF	= OPEN TOP PIPE FOUND
BRBF	= BENT REBAR FOUND
RBF	= REBAR FOUND

1/2" RE-BARS 24 INCHES IN LENGTH WITH PLASTIC CAPS LABELED LSF000953 SET ON CORNERS UNLESS OTHERWISE NOTED.

ALL PREVIOUS EXISTING CORNERS FOUND ARE LABELED INDIVIDUALLY WITH THE SIZES AND MATERIALS AS WELL AS THE CAP INFORMATION FOUND WHERE APPLICABLE.

PIPE LEGEND

HDPE	= HIGH DENSITY POLYETHYLENE
RCP	= REINFORCED CONCRETE PIPE
CMP	= CORRUGATED METAL PIPE
DIP	= DUCTILE IRON PIPE
PVC	= POLYVINYL CHLORIDE PIPE

BUFFER LEGEND

1	= 25' UNDISTURBED STATE WATERS BUFFER
2	= 50' UNDISTURBED CITY STREAM BUFFER
3	= 75' IMPERVIOUS SETBACK

GRID NORTH
GA. WEST ZONE

PAPE-DAWSON ENGINEERS
2500 NORTHWINDS PKWY. STE 350 | ALPHARETTA, GA 30009 | 404.693.1618

REVISIONS:
1. REVISED ON 4-25-2025 TO ADDRESS COMMENTS FROM THE CITY OF MONROE PLANNING AND ZONING DEPARTMENT.
2. REVISED ON 6-12-2025 TO ADDRESS ADDITIONAL COMMENTS FROM THE CITY OF MONROE PLANNING AND ZONING DEPARTMENT.

FINAL SUBDIVISION PLAT
RIVER POINTE SUBDIVISION - PHASE 1
PREPARED FOR
MERITAGE HOMES
LOCATED IN LAND LOTS 8 & 27 - 419TH & 421ST G.M.D.
3RD DISTRICT, CITY OF MONROE, WALTON COUNTY, GA

GRAPHIC SCALE
1" = 50'
0 50 100 150

FIELD EQUIPMENT	
TRIMBLE R12 GPS	
MAGNETIC LOCATOR	
TRIMBLE S6 TOTAL STATION	
TRIMBLE S3 TOTAL STATION	

PRECISION DATA	
E.O.C. FIELD	1' / 16,940
ERROR PER ANGLE	00° 00' 05.0"
ADJ. METHOD	NETWORK LEAST SQUARES
CLOSURE	1' / 215,347

DRAWN BY:	JTD
FIELD WORK:	P.O FIELD
DATE:	1-24-2025
JOB NO.:	2021.234
SCALE:	AS SHOWN

DRAWING NUMBER
4
4 OF 5 SHEETS

SURVEYORS CERTIFICATION

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 CERTIFICATIONS, 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.

DENVER W. YOUNGBLOOD - REGISTERED GEORGIA SURVEYOR NO. 3327
DATE OF EXPIRATION - 12-31-2025
40 JOE KENNEDY BOULEVARD STATESBORO, GA 30458 - (912)-764-4214

06-12-2025
DATE SIGNED

CERTIFICATE OF AUTHORIZATION # LSF000953

GEORGIA REGISTERED No. 3327 6-12-25 LAND SURVEYOR DENVER W. YOUNGBLOOD

MORGANS CROSSING SUBDIVISION
HOMEOWNERS ASSOCIATION
(OPEN SPACE)
TAX ID# N089A071
D.B. 2364, PG. 170
P.B. 91, PG. 91
ZONED: R1

LL 8 | LL 27 | APPROXIMATE L.L.L.

419TH G.M.D. AS PER P.B. 32, PG. 66

PROJECT BOUNDARY/CITY LIMIT LINE | WALTON COUNTY | CITY OF MONROE

PROJECT BOUNDARY | 1/2"CRBS LSF000953 | N 30°03'23"W 149.08'

N 59°57'39"E 2002.80'

OPEN SPACE D
1,094,285.89 SF
25.121 AC

ZONE "X" | LIMITS OF FLOOD ZONE | C/L OF THE CREEK IS THE PROPERTY LINE | C/L OF CREEK TRAVERSE LINE | C/L OF THE CREEK IS THE PROPERTY LINE THROUGH THIS AREA | PHASE LINE | L13 | L14 | L15 | L16 | L17 | TOP OF CREEK BANK | C/L PERENNIAL STREAM 2 | C/L PERENNIAL STREAM 3 | C/L INTERMITTENT STREAM 3 | WETLANDS | SPRINGHEAD

PHASE 1 CONSERVATION EASEMENT AREA
12.235 AC/532,976.86 SF

SHEET 5 | SHEET 4

FUTURE DEVELOPMENT PHASE 4

LIFT STATION & WET WELL

LIFT STATION EASEMENT
9,206.18 SF
0.211 AC
7299 CEDAR RIDGE ROAD

L12 | N 35°50'47"W 140.21' | S 35°50'47"E 140.18'

50' LIFT STATION ACCESS EASEMENT AS PLATTED THIS EASEMENT WILL BE ABANDONED AND RECORDED AS RIGHT-OF-WAY

S 54°52'14"W 223.67' | 25' S.S.E./F.M.E. | NO STRUCTURES ALLOWED | S 76°03'41"W 147.14' | N 28°07'45"W 147.62' | N 54°44'49"W 145.09' | N 37°00'46"W 124.07' | N 35°05'46"W 306.36'

STORMWATER MANAGEMENT POND A ACCESS & MAINTENANCE EASEMENT
1.623 AC/70,718.35 SF
TOP OF POND ELEV= 774.50
BOTTOM OF POND ELEV= 760.00
PERMANENT POOL ELEV= 766.00
100-YR PONDING ELEV= 772.51

7299 CEDAR RIDGE ROAD

30" PERFORATED STANDPIPE WITH 6"PVC POND DRAIN

THIS SECTION OF 30" STORM LINE SERVES FUTURE PHASES

THIS SECTION OF 48" STORM LINE SERVES FUTURE PHASES

RIP-RAP OUTFALL

GRAVEL POND ACCESS DRIVE

COMBINED DRAINAGE AND POND ACCESS EASEMENT
0.215 AC/9,347.96 SF

OCS AZ-2 | JB AW-3 | JB AW-2 | JB AW-1 | HW AW-1 | YI AW-4 | JB AW-5 | JB AW-4 | YI AW-1 | HW AM-1 | JB AM-2 | HW AM-2 | HW AM-3 | JB AA-4 | JB AA-3 | JB AA-2 | PI AD-1 | YI AD-2 | YI AD-3

18"CMP | 42"CMP | 20' D.E. | 25' S.S.E./F.M.E. NO STRUCTURES ALLOWED

OPEN SPACE D
1,094,285.89 SF
25.121 AC

LOT-32
15,496.46 SF
0.356 AC

LOT-33
20,562.91 SF
0.472 AC

LOT-34
20,562.92 SF
0.472 AC

LOT-35
14,954.62 SF
0.343 AC

LOT-36
14,000.00 SF
0.321 AC

LOT-37
16,062.22 SF
0.369 AC

LOT-38
15,350.00 SF
0.352 AC

LOT-31
14,043.22 SF
0.322 AC

LOT-30
14,000.00 SF
0.321 AC

LOT-29
14,000.00 SF
0.321 AC

LOT-28
14,000.00 SF
0.321 AC

HOMER DRIVE
50' PUBLIC R/W

MEMORIAL WAY
50' PUBLIC R/W

N 53°10'00"E 560.09' | N 53°10'00"E 87.18' | S 53°10'00"W 100.00' | S 53°10'00"W 140.00' | S 53°10'00"W 109.85' | S 36°50'00"E 178.24' | S 45°27'12"W 664.86' | N 36°50'00"W 140.00' | N 36°50'00"W 130.00' | N 36°50'00"W 115.99' | N 36°50'00"W 140.00' | N 36°50'00"W 140.00' | N 36°50'00"W 140.00' | N 36°50'00"W 140.00' | N 36°50'00"W 140.00' | N 36°50'00"W 140.00' | S 36°50'00"E 153.32' | S 36°50'00"E 140.00' | S 36°50'00"E 130.00' | S 36°50'00"E 115.99' | S 36°50'00"E 140.00' | S 36°50'00"E 140.00' | S 36°50'00"E 140.00' | S 36°50'00"E 140.00' | S 36°50'00"E 140.00' | S 36°50'00"E 140.00'

C25 | C26 | C27 | C28 | C29 | C30 | C31 | C35 | C36 | C37 | C38 | C39 | L9-TIE | L10 | L11

16.91' | 39.59' | 24.91'

4' S/W CONC. | 5' U.E. | 25' B.S.L. | 30' B.S.L. | 10' B.S.L. | 22' B.S.L. | HYDRANT ASSEMBLY | 16"CMP | 24"CMP | 30"CMP | 6"HDPE | 8"SAN | 8"SAN-6"HDPE | 8"SAN-S-FM-6"HDPE | 8"W | 6"W | 8"W-6"W | SSMH | SWCB AA-1 | SWCB AA-2 | SWCB AA-3 | SWCB AA-4 | SWCB AA-5 | SWCB AA-6 | SWCB AA-7 | SWCB AA-8 | SWCB AA-9 | SWCB AA-10 | SWCB AB-1 | SWCB AC-1 | SWCB AD-1 | DWCB AA-6 | CU-1 | CU-2 | CU-3 | CU-4 | CU-5 | CU-6 | CU-7 | CU-8 | CU-9 | CU-10 | CU-11 | CU-12 | CU-13 | CU-14 | CU-15 | CU-16 | CU-17 | CU-18 | CU-19 | CU-20 | CU-21 | CU-22 | CU-23 | CU-24 | CU-25 | CU-26 | CU-27 | CU-28 | CU-29 | CU-30 | CU-31 | CU-32 | CU-33 | CU-34 | CU-35 | CU-36 | CU-37 | CU-38 | CU-39 | CU-40 | CU-41 | CU-42 | CU-43 | CU-44 | CU-45 | CU-46 | CU-47 | CU-48 | CU-49 | CU-50 | CU-51 | CU-52 | CU-53 | CU-54 | CU-55 | CU-56 | CU-57 | CU-58 | CU-59 | CU-60 | CU-61 | CU-62 | CU-63 | CU-64 | CU-65 | CU-66 | CU-67 | CU-68 | CU-69 | CU-70 | CU-71 | CU-72 | CU-73 | CU-74 | CU-75 | CU-76 | CU-77 | CU-78 | CU-79 | CU-80 | CU-81 | CU-82 | CU-83 | CU-84 | CU-85 | CU-86 | CU-87 | CU-88 | CU-89 | CU-90 | CU-91 | CU-92 | CU-93 | CU-94 | CU-95 | CU-96 | CU-97 | CU-98 | CU-99 | CU-100 | CU-101 | CU-102 | CU-103 | CU-104 | CU-105 | CU-106 | CU-107 | CU-108 | CU-109 | CU-110 | CU-111 | CU-112 | CU-113 | CU-114 | CU-115 | CU-116 | CU-117 | CU-118 | CU-119 | CU-120 | CU-121 | CU-122 | CU-123 | CU-124 | CU-125 | CU-126 | CU-127 | CU-128 | CU-129 | CU-130 | CU-131 | CU-132 | CU-133 | CU-134 | CU-135 | CU-136 | CU-137 | CU-138 | CU-139 | CU-140 | CU-141 | CU-142 | CU-143 | CU-144 | CU-145 | CU-146 | CU-147 | CU-148 | CU-149 | CU-150 | CU-151 | CU-152 | CU-153 | CU-154 | CU-155 | CU-156 | CU-157 | CU-158 | CU-159 | CU-160 | CU-161 | CU-162 | CU-163 | CU-164 | CU-165 | CU-166 | CU-167 | CU-168 | CU-169 | CU-170 | CU-171 | CU-172 | CU-173 | CU-174 | CU-175 | CU-176 | CU-177 | CU-178 | CU-179 | CU-180 | CU-181 | CU-182 | CU-183 | CU-184 | CU-185 | CU-186 | CU-187 | CU-188 | CU-189 | CU-190 | CU-191 | CU-192 | CU-193 | CU-194 | CU-195 | CU-196 | CU-197 | CU-198 | CU-199 | CU-200 | CU-201 | CU-202 | CU-203 | CU-204 | CU-205 | CU-206 | CU-207 | CU-208 | CU-209 | CU-210 | CU-211 | CU-212 | CU-213 | CU-214 | CU-215 | CU-216 | CU-217 | CU-218 | CU-219 | CU-220 | CU-221 | CU-222 | CU-223 | CU-224 | CU-225 | CU-226 | CU-227 | CU-228 | CU-229 | CU-230 | CU-231 | CU-232 | CU-233 | CU-234 | CU-235 | CU-236 | CU-237 | CU-238 | CU-239 | CU-240 | CU-241 | CU-242 | CU-243 | CU-244 | CU-245 | CU-246 | CU-247 | CU-248 | CU-249 | CU-250 | CU-251 | CU-252 | CU-253 | CU-254 | CU-255 | CU-256 | CU-257 | CU-258 | CU-259 | CU-260 | CU-261 | CU-262 | CU-263 | CU-264 | CU-265 | CU-266 | CU-267 | CU-268 | CU-269 | CU-270 | CU-271 | CU-272 | CU-273 | CU-274 | CU-275 | CU-276 | CU-277 | CU-278 | CU-279 | CU-280 | CU-281 | CU-282 | CU-283 | CU-284 | CU-285 | CU-286 | CU-287 | CU-288 | CU-289 | CU-290 | CU-291 | CU-292 | CU-293 | CU-294 | CU-295 | CU-296 | CU-297 | CU-298 | CU-299 | CU-300 | CU-301 | CU-302 | CU-303 | CU-304 | CU-305 | CU-306 | CU-307 | CU-308 | CU-309 | CU-310 | CU-311 | CU-312 | CU-313 | CU-314 | CU-315 | CU-316 | CU-317 | CU-318 | CU-319 | CU-320 | CU-321 | CU-322 | CU-323 | CU-324 | CU-325 | CU-326 | CU-327 | CU-328 | CU-329 | CU-330 | CU-331 | CU-332 | CU-333 | CU-334 | CU-335 | CU-336 | CU-337 | CU-338 | CU-339 | CU-340 | CU-341 | CU-342 | CU-343 | CU-344 | CU-345 | CU-346 | CU-347 | CU-348 | CU-349 | CU-350 | CU-351 | CU-352 | CU-353 | CU-354 | CU-355 | CU-356 | CU-357 | CU-358 | CU-359 | CU-360 | CU-361 | CU-362 | CU-363 | CU-364 | CU-365 | CU-366 | CU-367 | CU-368 | CU-369 | CU-370 | CU-371 | CU-372 | CU-373 | CU-374 | CU-375 | CU-376 | CU-377 | CU-378 | CU-379 | CU-380 | CU-381 | CU-382 | CU-383 | CU-384 | CU-385 | CU-386 | CU-387 | CU-388 | CU-389 | CU-390 | CU-391 | CU-392 | CU-393 | CU-394 | CU-395 | CU-396 | CU-397 | CU-398 | CU-399 | CU-400 | CU-401 | CU-402 | CU-403 | CU-404 | CU-405 | CU-406 | CU-407 | CU-408 | CU-409 | CU-410 | CU-411 | CU-412 | CU-413 | CU-414 | CU-415 | CU-416 | CU-417 | CU-418 | CU-419 | CU-420 | CU-421 | CU-422 | CU-423 | CU-424 | CU-425 | CU-426 | CU-427 | CU-428 | CU-429 | CU-430 | CU-431 | CU-432 | CU-433 | CU-434 | CU-435 | CU-436 | CU-437 | CU-438 | CU-439 | CU-440 | CU-441 | CU-442 | CU-443 | CU-444 | CU-445 | CU-446 | CU-447 | CU-448 | CU-449 | CU-450 | CU-451 | CU-452 | CU-453 | CU-454 | CU-455 | CU-456 | CU-457 | CU-458 | CU-459 | CU-460 | CU-461 | CU-462 | CU-463 | CU-464 | CU-465 | CU-466 | CU-467 | CU-468 | CU-469 | CU-470 | CU-471 | CU-472 | CU-473 | CU-474 | CU-475 | CU-476 | CU-477 | CU-478 | CU-479 | CU-480 | CU-481 | CU-482 | CU-483 | CU-484 | CU-485 | CU-486 | CU-487 | CU-488 | CU-489 | CU-490 | CU-491 | CU-492 | CU-493 | CU-494 | CU-495 | CU-496 | CU-497 | CU-498 | CU-499 | CU-500 | CU-501 | CU-502 | CU-503 | CU-504 | CU-505 | CU-506 | CU-507 | CU-508 | CU-509 | CU-510 | CU-511 | CU-512 | CU-513 | CU-514 | CU-515 | CU-516 | CU-517 | CU-518 | CU-519 | CU-520 | CU-521 | CU-522 | CU-523 | CU-524 | CU-525 | CU-526 | CU-527 | CU-528 | CU-529 | CU-530 | CU-531 | CU-532 | CU-533 | CU-534 | CU-535 | CU-536 | CU-537 | CU-538 | CU-539 | CU-540 | CU-541 | CU-542 | CU-543 | CU-544 | CU-545 | CU-546 | CU-547 | CU-548 | CU-549 | CU-550 | CU-551 | CU-552 | CU-553 | CU-554 | CU-555 | CU-556 | CU-557 | CU-558 | CU-559 | CU-560 | CU-561 | CU-562 | CU-563 | CU-564 | CU-565 | CU-566 | CU-567 | CU-568 | CU-569 | CU-570 | CU-571 | CU-572 | CU-573 | CU-574 | CU-575 | CU-576 | CU-577 | CU-578 | CU-579 | CU-580 | CU-581 | CU-582 | CU-583 | CU-584 | CU-585 | CU-586 | CU-587 | CU-588 | CU-589 | CU-590 | CU-591 | CU-592 | CU-593 | CU-594 | CU-595 | CU-596 | CU-597 | CU-598 | CU-599 | CU-600 | CU-601 | CU-602 | CU-603 | CU-604 | CU-605 | CU-606 | CU-607 | CU-608 | CU-609 | CU-610 | CU-611 | CU-612 | CU-613 | CU-614 | CU-615 | CU-616 | CU-617 | CU-618 | CU-619 | CU-620 | CU-621 | CU-622 | CU-623 | CU-624 | CU-625 | CU-626 | CU-627 | CU-628 | CU-629 | CU-630 | CU-631 | CU-632 | CU-633 | CU-634 | CU-635 | CU-636 | CU-637 | CU-638 | CU-639 | CU-640 | CU-641 | CU-642 | CU-643 | CU-644 | CU-645 | CU-646 | CU-647 | CU-648 | CU-649 | CU-650 | CU-651 | CU-652 | CU-653 | CU-654 | CU-655 | CU-656 | CU-657 | CU-658 | CU-659 | CU-660 | CU-661 | CU-662 | CU-663 | CU-664 | CU-665 | CU-666 | CU-667 | CU-668 | CU-669 | CU-670 | CU-671 | CU-672 | CU-673 | CU-674 | CU-675 | CU-676 | CU-677 | CU-678 | CU-679 | CU-680 | CU-681 | CU-682 | CU-683 | CU-684 | CU-685 | CU-686 | CU-687 | CU-688 | CU-689 | CU-690 | CU-691 | CU-692 | CU-693 | CU-694 | CU-695 | CU-696 | CU-697 | CU-698 | CU-699 | CU-700 | CU-701 | CU-702 | CU-703 | CU-704 | CU-705 | CU-706 | CU-707 | CU-708 | CU-709 | CU-710 | CU-711 | CU-712 | CU-713 | CU-714 | CU-715 | CU-716 | CU-717 | CU-718 | CU-719 | CU-720 | CU-721 | CU-722 | CU-723 | CU-724 | CU-725 | CU-726 | CU-727 | CU-728 | CU-729 | CU-730 | CU-731 | CU-732 | CU-733 | CU-734 | CU-735 | CU-736 | CU-737 | CU-738 | CU-739 | CU-740 | CU-741 | CU-742 | CU-743 | CU-744 | CU-745 | CU-746 | CU-747 | CU-748 | CU-749 | CU-750 | CU-751 | CU-752 | CU-753 | CU-754 | CU-755 | CU-756 | CU-757 | CU-758 | CU-759 | CU-760 | CU-761 | CU-762 | CU-763 | CU-764 | CU-765 | CU-766 | CU-767 | CU-768 | CU-769 | CU-770 | CU-771 | CU-772 | CU-773 | CU-774 | CU-775 | CU-776 | CU-777 | CU-778 | CU-779 | CU-780 | CU-781 | CU-782 | CU-783 | CU-784 | CU-785 | CU-786 | CU-787 | CU-788 | CU-789 | CU-790 | CU-791 | CU-792 | CU-793 | CU-794 | CU-795 | CU-796 | CU-797 | CU-798 | CU-799 | CU-800 | CU-801 | CU-802 | CU-803 | CU-804 | CU-805 | CU-806 | CU-807 | CU-808 | CU-809 | CU-810 | CU-811 | CU-812 | CU-813 | CU-814 | CU-815 | CU-816 | CU-817 | CU-818 | CU-819 | CU-820 | CU-821 | CU-822 | CU-823 | CU-824 | CU-825 | CU-826 | CU-827 | CU-828 | CU-829 | CU-830 | CU-831 | CU-832 | CU-833 | CU-834 | CU-835 | CU-836 | CU-837 | CU-838 | CU-839 | CU-840 | CU-841 | CU-842 | CU-843 | CU-844 | CU-845 | CU-846 | CU-847 | CU-848 | CU-849 | CU-850 | CU-851 | CU-852 | CU-853 | CU-854 | CU-855 | CU-856 | CU-857 | CU-858 | CU-859 | CU-860 | CU-861 | CU-862 | CU-863 | CU-864 | CU-865 | CU-866 | CU-867 | CU-868 | CU-869 | CU-870 | CU-871 | CU-872 | CU-873 | CU-874 | CU-875 | CU-876 | CU-877 | CU-878 | CU-879 | CU-880 | CU-881 | CU-882 | CU-883 | CU-884 | CU-885 | CU-886 | CU-887 | CU-888 | CU-889 | CU-890 | CU-891 | CU-892 | CU-893 | CU-894 | CU-895 | CU-896 | CU-897 | CU-898 | CU-899 | CU-900 | CU-901 | CU-902 | CU-903 | CU-904 | CU-905 | CU-906 | CU-907 | CU-908 | CU-909 | CU-910 | CU-911 | CU-912 | CU-913 | CU-914 | CU-915 | CU-916 | CU-917 | CU-918 | CU-919 | CU-920 | CU-921 | CU-922 | CU-923 | CU-924 | CU-925 | CU-926 | CU-927 | CU-928 | CU-929 | CU-930 | CU-931 | CU-932 | CU-933 | CU-934 | CU-935 | CU-936 | CU-937 | CU-938 | CU-939 | CU-940 | CU-941 | CU-942 | CU-943 | CU-944 | CU-945 | CU-946 | CU-947 | CU-948 | CU-949 | CU-950 | CU-951 | CU-952 | CU-953 | CU-954 | CU-955 | CU-956 | CU-957 | CU-958 | CU-959 | CU-960 | CU-961 | CU-962 | CU-963 | CU-964 | CU-965 | CU-966 | CU-967 | CU-968 | CU-969 | CU-970 | CU-971 | CU-972 | CU-973 | CU-974 | CU-975 | CU-976 | CU-977 | CU-978 | CU-979 | CU-980 | CU-981 | CU-982 | CU-983 | CU-984 | CU-985 | CU-986 | CU-987 | CU-988 | CU-989 | CU-990 | CU-991 | CU-992 | CU-993 | CU-994 | CU-995 | CU-996 | CU-997 | CU-998 | CU-999 | CU-1000

LEGEND

S	= SANITARY SEWER
FM	= SANITARY FORCE MAIN
W	= WATER LINE
OHP	= OVERHEAD POWER
(S)	= SANITARY MANHOLE (SSMH)
S	= SANITARY LATERAL
	= FIRE HYDRANT (FH)
	= WATER VALVE (WV)
SWCB	= SINGLE WING CATCH BASIN
DWCB	= DOUBLE WING CATCH BASIN
OCS	= OUTLET CONTROL STRUCTURE
JB	= JUNCTION BOX
YI	= YARD INLET
PI	= PEDESTAL INLET
HW	= HEADWALL
ARM	= AIR RELEASE MANHOLE
PP	= POWER POLE
WM	= WATER METER
B.S.L.	= BUILDING SETBACK LINE
R/W	= RIGHT OF WAY
L.L.L.	= LAND LOT LINE
N.A.E.	= NO ACCESS EASEMENT
S.S.E.	= SANITARY SEWER EASEMENT
D.E.	= DRAINAGE EASEMENT
U.E.	= UTILITY EASEMENT

CORNER LEGEND

○	= 1/2" CAPPED REBAR SET (CRBS)
⊗	= PREVIOUS EXISTING CORNER FOUND
CRBF	= CAPPED REBAR FOUND
OTPF	= OPEN TOP PIPE FOUND
BRBF	= BENT REBAR FOUND
RBF	= REBAR FOUND

1/2" RE-BARS 24 INCHES IN LENGTH WITH PLASTIC CAPS LABELED LSF000953 SET ON CORNERS UNLESS OTHERWISE NOTED.

ALL PREVIOUS EXISTING CORNERS FOUND ARE LABELED INDIVIDUALLY WITH THE SIZES AND MATERIALS AS WELL AS THE CAP INFORMATION FOUND WHERE APPLICABLE.

PIPE LEGEND

HDPE	= HIGH DENSITY POLYETHYLENE
RCP	= REINFORCED CONCRETE PIPE
CMP	= CORRUGATED METAL PIPE
DIP	= DUCTILE IRON PIPE
PVC	= POLYVINYL CHLORIDE PIPE

BUFFER LEGEND

(1) = 25' UNDISTURBED STATE WATERS BUFFER

(2) = 50' UNDISTURBED CITY STREAM BUFFER

(3) = 75' IMPERVIOUS SETBACK

SURVEYORS CERTIFICATION

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 CERTIFICATIONS, 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.

DENVER W. YOUNGBLOOD - REGISTERED GEORGIA SURVEYOR NO. 3327
DATE OF EXPIRATION - 12-31-2025
40 JOE KENNEDY BOULEVARD STATESBORO, GA 30458 - (912)-764-4214

06-12-2025
DATE SIGNED

CERTIFICATE OF AUTHORIZATION # LSF000953

GEORGIA REGISTERED No. 3327 6-12-25 LAND SURVEYOR DENVER W. YOUNGBLOOD

GRID NORTH
GA. WEST ZONE

PAPE-DAWSON ENGINEERS
2500 NORTHWINDS PKWY, STE 350 | ALPHARETTA, GA 30009 | 404.693.1618

REVISIONS:
1. REVISED ON 4-25-2025 TO ADDRESS COMMENTS FROM THE CITY OF MONROE PLANNING AND ZONING DEPARTMENT.
2. REVISED ON 6-12-2025 TO ADDRESS ADDITIONAL COMMENTS FROM THE CITY OF MONROE PLANNING AND ZONING DEPARTMENT.

FINAL SUBDIVISION PLAT
RIVER POINTE SUBDIVISION - PHASE 1
PREPARED FOR
MERITAGE HOMES
LOCATED IN LAND LOTS 8 & 27 - 419TH & 421ST G.M.D.
3RD DISTRICT, CITY OF MONROE, WALTON COUNTY, GA

GRAPHIC SCALE
1" = 50'
150 | 100 | 50 | 0 | 50

PRECISION DATA	1 / 16,840
E.O.C. FIELD	00° 00' 05.0"
ERROR PER ANGLE	NETWORK LEAST SQUARES
ADJ. METHOD	1 / 21,317
FIELD EQUIPMENT	TRIMBLE R12 GPS; MAGNETIC LOCATOR; TRIMBLE ACCESSORY

DRAWN BY:	ITD
FIELD WORK:	P-D FIELD
DATE:	1-24-2025
JOB NO.:	2021-234
SCALE:	AS SHOWN

DRAWING NUMBER
5
5 OF 5 SHEETS

To: City Council

From: R.V. Watts, Police Chief

Department: Police

Date: 7/3/2025

Subject: Approval – School Resource Officer Contract with Monroe Area High school

---

Budget Account/Project Name: N/A

Funding Source: N/A

Budget Allocation: N/A

Budget Available: N/A

Requested Expense: N/A **Company of Record:** N/A

Description:

Agreement between the City of Monroe and Monroe Area High School for the School Resource Officer Program (SRO.)

Background:

The background of the agreement is to increase the security and safety of Walton County School District (WCSD) through the funding necessary to permit, *inter alia,* the assignment of School Resource Officers to serve WCSD at Monroe Area High School on a full-time basis during the regular school year. The MPD shall be compensated by WCSD in the total amount of $66,897.00 annually for the services to be performed under this agreement.

Attachment(s):

SRO Contract for 2025-2026

AGREEMENT BETWEEN THE CITY OF MONROE

and

THE WALTON COUNTY SCHOOL DISTRICT

for

THE SCHOOL RESOURCE OFFICER PROGRAM

THIS AGREEMENT is made and entered into as of the 3rd day of July, 2025 (the "Effective Date"), by and between the CITY OF MONROE, and the WALTON COUNTY SCHOOL DISTRICT (the "WCSD").

WITNESSETH

WHEREAS, it is the intent and desire of the MPD and the WCSD to provide for law enforcement and related services as set forth herein;

WHEREAS, the MPD and the WCSD recognize the benefits of a School Resource Officer Program ("Program") to the citizens of Walton County, and particularly to the employees and students of Walton County Public Schools;

NOW, THEREFORE, for and in consideration of the promises and mutual covenants contained herein, and other good and valuable consideration, the MPD and the WCSD hereby agree as follows:

Section 1. **Purpose**. The purpose of this Agreement is to increase the security and safety of WCSD through the funding necessary to permit, *inter alia*, the assignment of School Resource Officer's to serve WCSD on a full-time basis during the regular school year.

Section 2. **Term of Agreement**. The term of this Agreement shall be for one (1) year from the Effective Date; provided, however, that the Agreement shall be automatically renewed unless either party provides written notice of its intent not to renew the Agreement at least thirty (30) days prior to the expiration of the term. The MPD and the WCSD agree to negotiate the Program costs annually for any subsequent term in accordance with Section 5 below.

Section 3. **Program Staffing**. The Program shall be staffed in accordance with the following:

3.1.1 School Resource Officers. The MPD shall assign one (1) full-time Police Officer to the following school to serve as a School Resource Officer ("SRO"): Monroe Area High School. The duties of the SRO shall include the following:

(a) *Instruction.* The SRO shall act as an instructor for specialized, short-term programs about Georgia criminal and juvenile laws, as well as the law-related section of the Alcohol Drug Awareness Program (ADAP), when requested to do so by the Principal or a faculty member of the school to which the SRO is assigned.

(b) *Investigations.* The SRO may assist with non-campus investigations related to juveniles who attend the school to which the SRO is assigned.

(c) *Law Enforcement.* The SRO may take emergency law enforcement action when required by law; provided, however, that the Principal of the school shall be notified of such action as soon as practicable.

(d) *Traffic Control.* The SRO shall assist in traffic control during the arrival and departure of students.

3.1.2. Supervising Officer. The Chief of Police shall assign one (1) full-time Supervising Officer to oversee the Program and serve as a liaison with WCSD, whose duties shall include the following:

(a) *School Visits.* The Supervising Officer shall perform scheduled and non-scheduled visits to the schools within WCSD to which an SRO is assigned by MPD.

(b) *Program Administration.* The Supervising Officer shall approve Program reports; provide leadership, training and direction for the Program; conduct Program evaluations; analyze campus statistics and problem areas for WCSD; establish rapport with WCSD administrators; oversee school traffic issues; submit monthly reports to the Superintendent; oversee major school functions in which an SRO is participating; coordinate with the Walton County Juvenile Court regarding school-related criminal cases; keep accurate crime reports for WCSD; and maintain time cards and keep up with overtime and comp time for the Program.

(c) *Investigations.* The Supervising Officer shall be available for investigation of crime-related incidents involving a WCSD employee that have a student as the complainant or victim.

3.2 *Application and Appointment Process.* The MPD's School Resource Officer Unit Commander shall recruit, interview and evaluate potential candidates for the positions above. The names of any applicants receiving a favorable recommendation from the School Resource Officer Unit Commander shall be forwarded to the Chief of Police, who shall make the appointments necessary to staff said positions. Applicants must meet the following requirements:

1. An applicant must have a desire to serve in the position for which he or she is applying.

2. An applicant must be certified and sworn peace officers with a minimum of three (3) years law enforcement experience.

3. An applicant must have successfully completed the School Resource Officers 40-hour training course.

3.3 *Scheduling*. SRO's shall be scheduled in accordance with the following:

3.3.1. Working Hours. SRO's shall serve WCSD on a full-time basis, i.e., from one-half (1/2) hour prior to the start of classes until one-half (1/2) hour after classes are dismissed, although a SRO's working hours may be adjusted on a situational basis, with the prior consent of the School Resource Unit Commander, in order to cover campus-related activities which require the presence of a law enforcement officer. Notwithstanding the foregoing, SRO's may periodically be required by the MPD to perform other tasks during school hours, including, but not limited to mandatory training.

3.3.2. Temporary Reassignment. The Chief of Police may temporarily reassign the SRO's when school is not in session and during periods of law enforcement emergency.

3.3.3 Overtime. The SRO may not work overtime hours without the prior approval of the School Resource Unit Commander. Overtime work will be paid in accordance with MPD policies. SRO's shall neither expect nor accept any additional compensation for overtime work directly from the WCSD.

3.4 *Employment Status*. The SRO and Supervising Officer (SRO's) shall be and remain employees of the MPD and shall not be WCSD employees. SRO's shall remain responsive to the supervision and chain of command of the MPD. The MPD shall remain solely responsible for the SRO's hiring, firing, training, discipline and/or dismissal. The MPD agrees to pay the salary and employment benefits of the SRO's in accordance with the applicable salary schedules and employment practices of the MPD, including but not limited to: sick leave, annual leave, retirement compensation, workers compensation, unemployment compensation, life insurance, medical and dental insurance. The SRO's shall be subject to all other personnel policies of the MPD.

3.5 *Removal and Replacement Process*. SRO's may be removed and replaced in accordance with the following:

3.5.1. Removal for Cause. If the Principal, in consultation with the Assistant Principal, requests that the SRO be removed from the school (1) because the SRO is not effectively performing the duties of the SRO and/or (2) because the SRO has engaged in unprofessional conduct, MPD will replace the SRO in accordance with 3.5.3.

3.5.2. Discretionary Removal. The MPD reserves the right to dismiss or reassign an SRO when it is deemed to be in the best interests of either the WCSD or the MPD.

3.5.3. Replacement. In the event of a resignation, dismissal, reassignment, removal, or long-term absence of an SRO, the MPD shall provide a temporary replacement for the SRO as soon as possible, but not more than fifteen (15) school days of receiving notice of such absence, dismissal, resignation, removal, or reassignment. As soon as practicable, the MPD shall provide a permanent replacement for the position.

Section 4. Duties and Responsibilities of SRO's. In addition to those duties and responsibilities specifically provided for in Section 3.1 above, SRO's shall have the following duties and responsibilities:

1. SRO's shall enforce federal, state and local laws and, at the request of the school administration, assist WCSD officials with the enforcement of WCSD policies and regulations regarding student conduct.

2. SRO's shall investigate criminal activity committed on or adjacent to WCSD property.

3. SRO's shall assist school administrators in developing plans and strategies to prevent and minimize dangerous situations that may occur on campus or during school-sponsored events.

4. SRO's shall maintain a detailed weekly report of duties performed.

Notwithstanding the foregoing, SRO's shall not be used by WCSD as school disciplinarians; provided, however, that an SRO may be contacted regarding incidents believed to be in violation of the law, and the SRO shall then determine whether law enforcement action is appropriate. SRO's shall also not be used for regularly-assigned monitoring duties, including but not limited to lunchroom, hallway, carpool, or bus monitoring duties.

Section 5. Compensation. The MPD shall be compensated by the WCSD in the total amount of **$66,897.00** annually for the services to be performed under this Agreement. Not less than sixty (60) days prior to the expiration of this Agreement, the MPD shall inform the WCSD of any additional compensation it is requesting for the subsequent term. Compensation owed to the MPD by the WCSD shall be paid in accordance with the Payment Schedule attached hereto as Exhibit "A" and incorporated herein by reference.

Section 6. Termination. Either party may terminate this Agreement for any reason whatsoever with sixty (60) days prior written notice to the other party. In the event of such termination by the WCSD, the SRO's will be immediately reassigned by the MPD and, if the termination is not for cause, the WCSD shall immediately pay any remaining funds due to the

MPD for the remainder of the school year. In the event of termination by the MPD, the WCSD shall compensate the MPD for all services provided up to the date of termination.

Section 7. **Assignability**. This Agreement may not be delegated or assigned by either party and any purported delegation or assignment of this Agreement (or rights hereunder) is void unless prior written consent of the other party has been obtained.

Section 8. **Entire Agreement**. This Agreement incorporates all prior negotiations, interpretations, and understandings between the parties and is the full and complete expression of their Agreement.

Section 9. **Modifications**. Any change, alteration, deletion, or addition to the terms set forth in this Agreement must be in writing and signed by both parties.

Section 10. **Governing Law**. This Agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of Georgia.

Section 11. **Miscellaneous**. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original and all of which counterparts together shall constitute but one and the same instrument. Each provision of this Agreement is severable from any and all other provisions of this Agreement. Should any provision of this Agreement be for any reason unenforceable, the balance shall nonetheless remain in and be of full force and effect, without giving effect to such unenforceable provision. Time is of the essence hereof. The section headings of this Agreement are for convenience only and in no way limit or enlarge the scope or meaning of the language hereof.

IN WITNESS WHEREOF, the parties hereto have duly signed, sealed, and delivered this Agreement as of the Effective Date.

THE CITY OF MONROE:

By: _____
Mayor

Date: _____

WALTON COUNTY SCHOOL DISTRICT:

By: _____
Superintendent

Date: _____

EXHIBIT "A"

The WCSD shall pay in full the amount set forth in Section 6 of the Agreement in a lump sum payment at a time mutually agreeable to the parties. Notwithstanding the foregoing, said payment must be made prior to the end of the applicable school year.

To: City Council

From: R.V. Watts, Police Chief

Department: Police

Date: 7/3/2025

Subject: Approval – School Resource Officer Contract with George Walton Academy

---

Budget Account/Project Name: N/A

Funding Source: N/A

Budget Allocation: N/A

Budget Available: N/A

Requested Expense: N/A **Company of Record:** N/A

Description:

Agreement between the City of Monroe and George Walton Academy for the School Resource Officer Program

Background:

The background of the agreement is to increase the security and safety of GWA through the funding necessary to permit, *inter alia,* the assignment of School Resource Officers to serve GWA on a full-time basis during the regular school year. The MPD shall be compensated by GWA in the total amount of $66,897.00 annually for the services to be performed under this agreement.

Attachment(s):

SRO Contract for GWA 2025-2026

AGREEMENT BETWEEN THE CITY OF MONORE

and

THE GEORGE WALTON ACADEMY

for

THE SCHOOL RESOURCE OFFICER PROGRAM

THIS AGREEMENT is made and entered into as of the 3rd day of July, 2025 (the "Effective Date"), by and between the CITY OF MONROE, and GEORGE WALTON ACADEMY (the "GWA").

WITNESSETH

WHEREAS, it is the intent and desire of the MPD and the GWA to provide for law enforcement and related services as set forth herein;

WHEREAS, the MPD and the GWA recognize the benefits of a School Resource Officer Program ("Program") to the citizens of Walton County, and particularly to the employees and students of George Walton Academy;

NOW, THEREFORE, for and in consideration of the promises and mutual covenants contained herein, and other good and valuable consideration, the MPD and the GWA hereby agree as follows:

Section 1. Purpose. The purpose of this Agreement is to increase the security and safety of GWA through the funding necessary to permit, *inter alia*, the assignment of School Resource Officers to serve GWA on a full-time basis during the regular school year.

Section 2. Term of Agreement. The term of this Agreement shall be for one (1) year from the Effective Date; provided, however, that the Agreement shall be automatically renewed unless either party provides written notice of its intent not to renew the Agreement at least thirty (30) days before the expiration of the term. The MPD and the GWA agree to negotiate the Program costs annually for any subsequent term by Section 5 below.

Section 3. Program Staffing. The Program shall be staffed by the following:

3.1.1 School Resource Officers. The MPD shall assign one (1) full-time Police Officer to each of the following schools to serve as a School Resource Officer ("SRO"): George Walton Academy. The duties of the SRO shall include the following:

(a) ***Instruction***. The SRO shall act as an instructor for specialized, short-term programs about Georgia criminal and juvenile laws, as well as the law-related section of the Alcohol Drug Awareness Program (ADAP) when requested to do so by the Head Master, Principal or a faculty member of the school to which the SRO is assigned.

(b) ***Investigations***. The SRO may assist with non-campus investigations related to juveniles who attend the school to which the SRO is assigned.

(c) ***Law Enforcement***. The SRO may take emergency law enforcement action when required by law; provided, however, that the Head Master, Principal of the school shall be notified

of such action as soon as practicable.

(d) ***Traffic Control.*** The SRO shall assist in traffic control during the arrival and departure of students.

3.1.2. **Supervising Officer**. The Chief of Police shall assign one (1) full-time Supervising Officer to oversee the Program and serve as a liaison with GWA, whose duties shall include the following:

(a) ***School Visits.*** The Supervising Officer shall perform scheduled and nonscheduled visits to the schools within GWA to which an SRO is assigned by MPD.

(b) ***Program Administration.*** The Supervising Officer shall approve Program reports; provide leadership, training, and direction for the Program; conduct Program evaluations; analyze campus statistics and problem areas for GWA; establish rapport with GWA administrators; oversee school traffic issues; submit monthly reports to the Superintendent; oversee major school functions in which an SRO is participating; coordinate with the Walton County Juvenile Court regarding school-related criminal cases; keep accurate crime reports for GWA, and maintain time cards and keep up with overtime and comp time for the Program.

(c) ***Investigations.*** The Supervising Officer shall be available for investigation of crime-related incidents involving a GWA employee that has a student as the complainant or victim.

3.2 ***Application and Appointment Process.*** The MPD's School Resource Officer Unit The commander shall recruit, interview, and evaluate potential candidates for the positions above. The names of any applicants receiving a favorable recommendation from the School Resource Officer Unit Commander shall be forwarded to the Chief of Police, who shall make the appointments necessary to staff said positions. Applicants must meet the following requirements:

1. An applicant must have a desire to serve in the position for which he or she is applying.
2. An applicant must be a certified and sworn peace officer with a minimum of three (3) years of law enforcement experience.
3. An applicant must have completed the School Resource Officers 40-hour training course.

3.3 ***Scheduling.*** SRO's shall be scheduled by the following:

3.3.1. **Working Hours**. SRO's shall serve GWA on a full-time basis, i.e., from one-half (1/2) hour before the start of classes until one-half (1/2) hour after classes are dismissed, although an SRO's working hours may be adjusted on a situational basis, with the prior consent of the School Resource Unit Commander, to cover campus-related activities which require the presence of a law enforcement officer. Notwithstanding the foregoing, SRO's may periodically be required by the MPD to perform other tasks during school hours, including, but not limited to mandatory training.

3.3.2. **Temporary Reassignment**. The Chief of Police may temporarily reassign the SRO's when school is not in session and during periods of law enforcement emergency.

3.3.3 **Overtime**. The SRO may not work overtime hours without the prior approval of the School Resource Unit Commander. Overtime work will be paid by MPD policies. SRO's shall neither expect nor accept any additional compensation for overtime work directly from the GWA.

3.4 ***Employment Status***. The SRO and Supervising Officer (SRO's) shall be and remain employees of the MPD and shall not be GWA employees. SRO's shall remain responsive to the supervision and chain of command of the MPD. The MPD shall remain solely responsible for the SRO's hiring, firing, training, discipline, and/or dismissal. The MPD agrees to pay the salary and employment benefits of the SRO's by the applicable salary schedules and employment practices of the MPD, including but not limited to: sick leave, annual leave, retirement compensation, workers compensation, unemployment compensation, life insurance, medical and dental insurance. The SRO's shall be subject to all other personnel policies of the MPD.

3.5 ***Removal and Replacement Process***. SRO's may be removed and replaced by the following:

3.5.1. **Removal for Cause**. If the Head Master or Principal, in consultation with the Assistant Principal, requests that the SRO be removed from the school (1) because the SRO is not effectively performing the duties of the SRO and/or (2) because the SRO has engaged in unprofessional conduct, MPD will replace the SRO by 3.5.3.

3.5.2. **Discretionary Removal.** The MPD reserves the right to dismiss or reassign an SRO when it is deemed to be in the best interests of either the GWA or the MPD.

3.5.3. **Replacement**. In the event of a resignation, dismissal, reassignment, removal, or long-term absence of an SRO, the MPD shall provide a temporary replacement for the SRO as soon as possible, but not more than fifteen (15) school days after receiving notice of such absence, dismissal, resignation, removal, or reassignment. MPD shall provide a permanent replacement for the position as soon as practicable.

Section 4. **Duties and Responsibilities of SRO**. In addition to those duties and responsibilities specifically provided for in Section 3.1 above, SRO's shall have the following duties and responsibilities:

1. SRO's shall enforce federal, state, and local laws and, at the request of the school administration, assist GWA officials with the enforcement of GWA policies and regulations regarding student conduct.

2. SRO's shall investigate criminal activity committed on or adjacent to GWA property.

3. SRO's shall assist school administrators in developing plans and strategies to prevent and minimize dangerous situations that may occur on campus or during school-sponsored events.

4. SRO's shall maintain a detailed weekly report of duties performed.

Notwithstanding the foregoing, SRO's **shall not** be used by GWA as school disciplinarians; provided, however, that an SRO may be contacted regarding incidents believed to violate the law, and the SRO shall then determine whether law enforcement action is appropriate. SRO's shall also not be used for regularly-assigned monitoring duties, including but not limited to the lunchroom, hallway, carpool, or bus monitoring duties.

Section 5. **Compensation**. The MPD shall be compensated by the GWA in the The total amount of **$ 66,897.00** for the 2025-2026 school year for the services to be performed under this Agreement. No less than sixty (60) days before the expiration of this Agreement, the MPD shall inform the GWA of any additional compensation it is requesting for the subsequent term. Compensation owed to the MPD by the GWA shall be paid by the Payment Schedule attached hereto as Exhibit "A" and incorporated herein by reference.

3.5.4. **Discretionary Removal.** The MPD reserves the right to dismiss or reassign an SRO when it is deemed to be in the best interests of either the GWA or the MPD.

3.5.5. **Replacement**. In the event of a resignation, dismissal, reassignment, removal, or long-term absence of an SRO, the MPD shall provide a temporary replacement for the SRO as soon as possible, but not more than fifteen (15) school days after receiving notice of such absence, dismissal, resignation, removal, or reassignment. The MPD shall provide a permanent replacement for the position as soon as practicable.

Section 6. **Termination**. Either party may terminate this Agreement for any reason whatsoever with sixty (60) days prior written notice to the other party. In the event of such termination by the GWA, the SRO's will be immediately reassigned by the MPD and, if the termination is not for cause, the GWA shall immediately pay any remaining funds due to the MPD for the remainder of the school year. In the event of termination by the MPD, the GWA shall compensate the MPD for all services provided up to the date of termination.

Section 7. Assignability. This Agreement may not be delegated or assigned by either party and any purported delegation or assignment of this Agreement (or rights hereunder) is void unless prior written consent of the other party has been obtained.

Section 8. Entire Agreement. This Agreement incorporates all prior negotiations, interpretations, and understandings between the parties and is the complete expression of their Agreement.

Section 9. Modifications. Any change, alteration, deletion, or addition to the terms outlined in this Agreement must be in writing and signed by both parties.

Section 10. Governing Law. This Agreement shall be governed by, and construed and enforced by, the laws of the State of Georgia.

Section 11. Miscellaneous. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, and all of which counterparts together shall constitute but the same instrument. Each provision of this Agreement is severable from any other provisions of this Agreement. Should any provision of this Agreement be for any reason unenforceable, the balance shall nonetheless remain in and be of full force and effect, without giving effect to such unenforceable provision. Time is of the essence hereof. The section headings of this Agreement are for convenience only and in no way limit or enlarge the scope or meaning of the language hereof.

IN WITNESS WHEREOF, the parties hereto have duly signed, sealed, and delivered this Agreement as of the Effective Date.

THE CITY OF MONROE:

By:_____ (Seal)
Mayor

Date: _____

GEORGE WALTON ACADEMY:

By:_____

Name: _____
Head Master

Date:_____
(GWA SEAL)

EXHIBIT "A"

The GWA shall pay in full the amount outlined in Section 5 of the Agreement in a lump sum payment at a time mutually agreeable to the parties. Notwithstanding the foregoing, said payment must be made before the end of the applicable school year.

To: City Council

From: R.V. Watts, Police Chief

Department: Police

Date: 7/3/2025

Subject: Approval – Foothills Contract with Foothills Regional High School

---

Budget Account/Project Name: N/A

Funding Source: N/A

Budget Allocation: N/A

Budget Available: N/A

Requested Expense: N/A **Company of Record:** N/A

Description:

Agreement between the City of Monroe and the Walton County School District for the School Resource Officer Program (SRO:) Foothills Education Charter High School (Walton Site) @ Monroe Area High School.

Background:

The background of the agreement is to increase the security and safety of WCSD through the funding necessary to permit, *inter alia,* the assignment of School Resource Officers to serve WCSD on a full-time basis during the regular school year. The MPD shall be compensated at the rate of $210.00/day for 176 days, for a total amount of $36,960 annually for the services to be performed under this agreement.

Attachment(s):

SRO Contract for 2025-2026

AGREEMENT BETWEEN THE CITY OF MONROE

and

FOOTHILLS REGIONAL HIGH SCHOOL

for

THE SCHOOL RESOURCE OFFICER PROGRAM

THIS AGREEMENT is made and entered into as of the 1st day of July, 2025 (the "Effective Date"), by and between the CITY OF MONROE, and the FOOTHILLS REGIONAL HIGH SCHOOL ("Foothills").

WITNESSETH

WHEREAS, it is the intent and desire of the CITY OF MONROE and FOOTHILLS to provide for law enforcement and related services as set forth herein;

WHEREAS, the CITY OF MONROE and FOOTHILLS recognize the benefits of a School Resource Officer Program ("Program") to the citizens of WALTON County and particularly to the employees and students of the FOOTHILLS WALTON site.

NOW, THEREFORE, for and in consideration of the promises and mutual covenants contained herein, and other good and valuable consideration, the CITY OF MONROE and FOOTHILLS hereby agree as follows:

Section 1. **Purpose**. The purpose of this Agreement is to increase the security and safety of Foothills through the funding necessary to permit, *inter alia*, the assignment of School Resource Officers to serve FOOTHILLS on a full-time basis during the regular school year.

Section 2. **Term of Agreement**. The term of this Agreement shall be for one (1) year from the Effective Date; provided, however, that the Agreement shall be automatically renewed (dates may change) unless either party provides written notice of its intent not to renew the Agreement at least thirty (30) days prior to the expiration of the term. The CITY OF MONROE and FOOTHILLS agree to negotiate the Program costs annually for any subsequent term in accordance with Section 5 below.

Section 3. **Program Staffing**. The Program shall be staffed in accordance with the following:

3.1.1 School Resource Officers. The CITY OF MONROE shall assign one (1) Police Officer to the following school to serve as School Resource Officer ("SRO"): FOOTHILLS WALTON @ Monroe Area High School. The duties of the SRO shall include the following:

(a) *Investigations.* The SRO may assist with non-campus investigations related to juveniles who attend the school to which the SRO is assigned.

(b) *Law Enforcement.* The SRO may take emergency law enforcement action when required by law; provided, however, that the Site Directors of the Foothills site and Superintendent of the school shall be notified of such action as soon as practicable.

(c) *Traffic Control.* The SRO shall assist in traffic control during the arrival and departure of students.

3.1.2. Supervising Officer. The Chief of Police shall assign one (1) full-time Supervising Officer to oversee the Program and serve as a liaison with FOOTHILLS, whose duties shall include the following:

(a) *School Visits.* The Supervising Officer shall perform scheduled and non-scheduled visits to the schools within FOOTHILLS to which an SRO is assigned by the Chief of Police.

(b) *Program Administration.* The Supervising Officer shall approve Program reports; provide leadership, training and direction for the Program; conduct Program evaluations; analyze campus statistics and problem areas for FOOTHILLS; establish rapport with FOOTHILLS administrators; oversee school traffic issues; submit quarterly reports to the Site Director; oversee major school functions in which an SRO is participating; coordinate with the WALTON County Juvenile Court regarding school-related criminal cases; keep accurate crime reports for FOOTHILLS; and maintain time cards and keep up with overtime and comp time for the Program.

(c) *Investigations.* The Supervising Officer shall be available for investigation of crime-related incidents involving a Foothills employee with a student as the complainant or victim.

3.2 Appointment Process. The CITY OF MONROE shall appoint officers with a desire to serve at Foothills.

3.3 Scheduling. SROs shall be scheduled in accordance with the following:

3.3.1. Working Hours. SROs shall serve FOOTHILLS at FOOTHILLS WALTON on a full-time basis, Monday - Thursday from 4:30 - 8:30 pm, although a SRO's working hours may be adjusted on a situational basis, with the prior consent of the School Resource Unit Commander, in order to cover campus-related activities which require the presence of a law enforcement officer. Notwithstanding the foregoing, SROs may periodically be required by the Chief of Police to perform other tasks during school hours, including, but not limited to mandatory training.

3.4 Employment Status. The SRO and Supervising Officer (SROs) shall be and remain employees of the CITY OF MONROE and shall not be FOOTHILLS employees. As employees of the CITY OF MONROE, the CITY OF MONROE shall remain fully liable for the actions of its employees while they are engaged in extra duty assignment at FOOTHILLS. SROs shall remain responsive to the supervision and chain of command of the CITY OF MONROE. The CITY OF MONROE shall remain solely responsible for SRO hiring, firing, training, discipline and/or dismissal. The CITY OF MONROE agrees to pay the salary and employment benefits of the SROs in accordance with the applicable salary schedules and employment practices of the CITY OF MONROE, including but not limited to: sick leave, annual leave, retirement compensation, workers compensation, unemployment compensation, life insurance, medical and dental insurance. The SROs shall be subject to all other personnel policies of the CITY OF MONROE.

3.5 Removal and Replacement Process. SROs may be removed and replaced in accordance with the following:

3.5.1. Removal for Cause. If FOOTHILLS regional administrators, in consultation with the Site Director, request that the SRO be removed from the school (1) because the SRO is not effectively performing the duties of the SRO and/or (2) because the SRO has engaged in unprofessional conduct, the CITY OF MONROE will replace the SRO in accordance with 3.5.3.

3.5.2. Discretionary Removal. The CITY OF MONROE reserves the right to dismiss or reassign an SRO when it is deemed to be in the best interests of either the FOOTHILLS or the CITY OF MONROE.

3.5.3. Replacement. In the event of a resignation, dismissal, reassignment, removal, or long-term absence of an SRO, the CITY OF MONROE shall provide a temporary replacement for the SRO as soon as possible, but not more than fifteen (15) school days of receiving notice of such absence, dismissal, resignation, removal, or reassignment. As soon as practicable, the CITY OF MONROE shall provide a permanent replacement for the position.

Section 4. Duties and Responsibilities of SROs. In addition to those duties and responsibilities specifically provided for in Section 3.1 above, SROs shall have the following duties and responsibilities:

1. SROs shall enforce federal, state and local laws and, at the request of the school administration, assist FOOTHILLS officials with the enforcement of FOOTHILLS policies and regulations regarding student conduct.

2. SROs shall investigate criminal activity committed on or adjacent to FOOTHILLS property.

3. SROs shall assist school administrators in developing plans and strategies to prevent and minimize dangerous situations that may occur on campus or during school-sponsored events.

4. SROs shall maintain a detailed weekly report of duties performed.

Notwithstanding the foregoing, SROs shall not be used by FOOTHILLS as school disciplinarians; provided, however, that an SRO may be contacted regarding incidents believed to be in violation of the law, and the SRO shall then determine whether law enforcement action is appropriate. SROs shall also not be used for regularly-assigned monitoring duties, including but not limited to, hallway monitoring and student drop-off/pickup.

Section 5. **Compensation**. The CITY OF MONROE shall be compensated at the rate of $210 per day ($52.50 per hour), for 176 days, for a total amount of $36,960 annually for the services to be performed under this Agreement. Not less than sixty (60) days prior to the expiration of this Agreement, the CITY OF MONROE shall inform FOOTHILLS of any additional compensation it is requesting for the subsequent term. Compensation owed to the CITY OF MONROE by FOOTHILLS shall be paid in accordance with the Payment Schedule attached hereto as Exhibit "A" and incorporated herein by reference.

Section 6. **Termination**. Either party may terminate this Agreement for any reason whatsoever with sixty (60) days prior written notice to the other party. In the event of such termination by FOOTHILLS, the SRO will be immediately reassigned by the CITY OF MONROE. In the event of termination, FOOTHILLS shall compensate the CITY OF MONROE for all services provided up to the date of termination and/or refunded for any services paid for in accordance with Exhibit A and which are not utilized as a result of said termination.

Section 7. **Assignability**. This Agreement may not be delegated or assigned by either party and any purported delegation or assignment of this Agreement (or rights hereunder) is void unless prior written consent of the other party has been obtained.

Section 8. **Entire Agreement**. This Agreement incorporates all prior negotiations, interpretations, and understandings between the parties and is the full and complete expression of their Agreement.

Section 9. **Modifications**. Any change, alteration, deletion, or addition to the terms set forth in this Agreement must be in writing and signed by both parties.

Section 10. **Governing Law**. This Agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of Georgia.

Section 11. **Miscellaneous**. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original and all of which counterparts together shall constitute but one and the same instrument. Each provision of this Agreement is severable from any and all other provisions of this Agreement. Should any provision of this

Agreement be for any reason unenforceable, the balance shall nonetheless remain in and be of full force and effect, without giving effect to such unenforceable provision. Time is of the essence hereof. The section headings of this Agreement are for convenience only and in no way limit or enlarge the scope or meaning of the language hereof.

IN WITNESS WHEREOF, the parties hereto have duly signed, sealed, and delivered this Agreement as of the Effective Date.

THE CITY OF MONROE:

By: _____
Mayor's Signature

_____
Mayor's Printed Name

Date: _____

FOOTHILLS REGIONAL HIGH SCHOOL:

By: _____
Superintendent

Date: _____

EXHIBIT "A"

FOOTHILLS shall pay in full the amount set forth in Section 5 of the Agreement in a lump sum payment at a time mutually agreeable to the parties. Notwithstanding the foregoing, said payment must be made prior to the end of the applicable school year. The CITY OF MONROE agrees to invoice FOOTHILLS for the amount due. Invoices may be submitted using either of the following methods:

Mail to:

Foothills Regional High School
Attention: Tracy Hendrix
P.O. Box 7427
Athens, GA 30604

or

Email to:

tracy.hendrix@foothillsrhs.org

**INTERGOVERNMENTAL AGREEMENT
BETWEEN THE CITY OF MONROE, GEORGIA, AND
THE DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF MONROE
CONCERNING A CDBG REDEVELOPMENT FUND LOAN TO JEC
DEVELOPMENT, LLC FOR THE REHABILITATION OF 208 S. BROAD ST.,
MONROE, GEORGIA 30655, GRANT NO.: 24RD-X-147-2-6771**

This Intergovernmental Agreement is made and entered into this 10th day of July, 2025, by and between the City of Monroe, Georgia, a duly incorporated municipality organized and operating under the laws of the State of Georgia (the "City") and the Downtown Development Authority of the City of Monroe (the "DDA") (the "Agreement") (with both the City and DDA being referred to herein collectively as the "Parties").

RECITALS

WHEREAS, on April 5, 2016, the City established its Revolving Loan Fund ("RLF") for economic development projects located within the City's limits; and,

WHEREAS, on November 8, 2016, the City adopted a resolution to fund the RLF with funds from CDGB/EIP/RDF grants awarded to the City for the purpose of eliminating slum and blight and to create and or retain jobs for persons of low or moderate income; and,

WHEREAS, on March 12, 2024, the City adopted a resolution declaring the Old Ford building located at 208 S. Broad St., Monroe, Georgia 30655, Map/Parcel No. M0140103 and Map/Parcel No. M0140102, located on W. Washington St., Monroe, Georgia 30655 (collectively, the "Property") a blighting influence under local standards, detrimental to the public health, safety and welfare, and that the Property's deterioration is negatively affecting the surrounding neighborhood, community facilities, and local tax base; and,

WHEREAS, on December 10, 2024, the City adopted a resolution agreeing to submit a Redevelopment Fund Program application to the Georgia Department of Community Affairs (the "DCA") to apply for a Community Development Block Grant Program ("CDBG") in the amount of One Million and 00/100 Dollars ($1,000,000.00) for the purpose of assisting with the elimination of the blighted conditions on the Property; and,

WHEREAS, on or about April 1, 2025, the DCA approved the City's Redevelopment Fund Program grant application, and the City accepted the grant (specifically, CDBG Grant Number:

24rd-x-147-2-6771) (the "Grant") in the amount of One Million and 00/100 Dollars ($1,000,000.00) (the "Grant Award") ; and,

WHEREAS, on May 13, 2025, the City adopted its Language Access Plan to comply with necessary rules and regulations governing recipients of federal assistance programs such as the Grant and CDBG; and,

WHEREAS, on June 10, 2025, the City held a post-award public hearing concerning the Grant and the Property; and,

WHEREAS, the Grant requires the City, through the DDA, to provide a low interest-interest redevelopment fund loan in the amount of Nine Hundred Forty Thousand and 00/100 Dollars ($940,000.00) to JEC Development, LLC ("JEC") for the purpose of assisting in the elimination of blighted conditions on the Property (the "RDF Loan"); and,

WHEREAS, on March 12, 2024, the City passed a resolution agreeing to enter into a contract with the Downtown Development Authority of the City of Monroe, Georgia (the "DDA") concerning the Grant and the servicing of the RDF Loan; and,

WHEREAS, the City desires that the DDA be responsible for administering the Grant and the RDF Loan for the benefit of the City and the Property, and in accordance with the legal obligations promulgated by the DCA and CDBG; and,

WHEREAS, the DDA desires to be responsible for administering the Grant and the RDF Loan for the benefit of the City and the Property, and in accordance with the legal obligations promulgated by the DCA and CDBG; and,

WHEREAS, JEC has acknowledged and agreed to accept the RDF Loan for the purpose of assisting with the elimination of the blighted area on the Property; and,

WHEREAS, JEC has further acknowledged and agreed to invest not less than Two Million Twenty-Nine Thousand Four Hundred Forty-Five and 00/100 Dollars ($2,029,445.00) of its own funds and private lender financing to assist with the elimination of the blighted area on the Property (the "Project"); and,

WHEREAS, the City and DDA desire to support the Project and the economic well-being of the City and its citizens, particularly by encouraging economic growth and development as well as the elimination of slum and blight within the Central Business District of Downtown Monroe, where the Property is located; and,

WHEREAS, pursuant to O.C.G.A. § 36-42-2, the DDA is responsible for the revitalization and redevelopment of the downtown area of the City under its purview by promoting public good, general welfare, commerce, industry, and employment opportunities of the City and State; and,

WHEREAS, this Agreement is consistent with the general purpose, mission, and responsibility of the DDA;

NOW THEREFORE, for and in consideration of the mutual covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

TERMS OF AGREEMENT

1. **Incorporation**: Each and every WHEREAS clause stated hereinabove shall be incorporated into and made part of the TERMS OF AGREEMENT as if fully restated herein.

2. **The City**: Within three (3) days of receipt of the Grant funds, the City shall transfer to the DDA the RDF Loan funds in the maximum amount of Nine Hundred Forty Thousand and 00/100 Dollars ($940,000.00), for the purpose of the DDA loaning said funds to JEC pursuant to the terms of this Agreement, the loan documents executed between the DDA and JEC, and other relevant laws governing the utilization of the Grant ("City Duties").

3. **The DDA**: On or before August 31, 2025, the DDA shall loan the RDF Loan funds to JEC under the following conditions:

   a. The RDF Loan shall be for a term of fifteen (15) years.
   b. The RDF Loan shall carry an interest rate of two percent (2%) per annum.
   c. The RDF Loan shall have a monthly principal and interest payment due to the City in the amount of $6,048.98.

d. Any and all other general and special conditions as stated and outlined in the Grant and the Grant Award.

The DDA agrees that it shall administer the RDF Loan in accordance with the Grant's requirements and the City's RLF program that was established on or about April 5, 2016, together with the City's Underwriting Policy of even date. The DDA further agrees that it shall be responsible for administering the RDF Loan by (i) receiving any and all monthly payments made by JEC for the purpose of repaying the RDF Loan; (ii) retaining all such payments with DDA as the local administrator; and (iii) depositing the payments into the City's RLF repayment fund for the benefit of the City.

4. **The Parties; Conditions**: The Parties agree that the RDF Loan to JEC is consistent with the City's RLF Underwriting Policy established on or about November 8, 2016, by RDF #15rd-x-147-2-5826. The Parties further agree that this Agreement is consistent with the terms, conditions, requirements, and obligations of the Grant (specifically, CDBG Grant Number: 24rd-x-147-2-6771), and that the Parties shall work together to comply with all requirements of the Grant, including but not limited to the General Conditions and Specific Conditions stated therein.

5. **Term**: The initial term of this Agreement shall begin upon the execution of this Agreement, and shall continue until such time as the RDF Loan funds are fully repaid by JEC, or at such time as the DCA cancels the Grant for noncompliance with the terms of the Grant.

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

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

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

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

10. **Loan Documents; Authorized Representatives**: The Parties agree that this Agreement contemplates the procurement and execution of certain closing documents, including but not limited to a loan agreement, promissory note, deed to secure debt, loan servicing agreement, and corporate documents and resolutions (collectively, the "Closing Documents"); and the Parties hereby consent that John S. Howard as Mayor or Logan Propes as City Administrator shall be authorized to execute this Agreement and any and all relevant Closing Documents on behalf of the City, and that Lisa Reynolds Anderson as Chairman and Andrea Gray as Secretary shall be authorized to execute this Agreement and any and all relevant Closing Documents on behalf of the DDA.

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

CITY OF MONROE, GEORGIA

By:_____
John S. Howard
Mayor

Attest:_____
Name: Logan Propes
Title: City Administrator

[SEAL]

DOWNTOWN DEVELOPMENT AUTHORITY
OF THE CITY OF MONROE

By:_____
Lisa Reynolds Anderson, Chairman

Attest: _____
Name: Andrea Gray
Title: Secretary

[SEAL]

R:\Real Estate\25-26370\IGAs\2025.06.26. IGA COM - DDA 940k.docx

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF MONROE, GEORGIA, AUTHORIZING CITY REVOLVING LOAN FUNDS TO BE LOANED TO JEC DEVELOPMENT, LLC FOR THE REVITALIZATION OF 208 S. BROAD ST.

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

WHEREAS, pursuant to O.C.G.A. § 36-35-3, the City has the legislative power to adopt reasonable resolutions, ordinances, or regulations relating to property within the City for which no provision has been made by general law and which are not inconsistent with the Constitution of the State of Georgia or any charter provision applicable thereto; and,

WHEREAS, on April 5, 2016, the City established its Revolving Loan Fund ("RLF") for economic development projects located within the City's limits; and,

WHEREAS, the RLF's goal is to expand economic opportunities for persons of low and moderate income, to provide loan funds to small businesses with the objective of benefiting low and moderate income persons while preventing or eliminating slums and blight, and to assist small service, commercial, and industrial businesses located in the City of Monroe by providing gap financing; and,

WHEREAS, the Mayor and City Council hold a strong interest in expanding economic opportunities for persons of low and moderate income, as well as preventing or eliminating slums and blight located within the City's limits; and,

WHEREAS, on November 8, 2016, the City adopted a resolution to fund the RLF with funds from CDGB/EIP/RDF grants awarded to the City for the purpose of eliminating slum and blight and to create and or retain jobs for persons of low or moderate income; and,

WHEREAS, also on November 8, 2016, the City adopted its Underwriting Policy governing the use and purpose of the RLF (the "RLF Policy"); and,

WHEREAS, the RLF Policy permits the City to provide fixed asset loans to local businesses that meet the qualifications and conditions stated in the RLF Policy; and,

WHEREAS, JEC Development, LLC ("JEC") has applied for and does qualify for an RLF loan in the amount of One Hundred Forty-Thousand and 00/100 Dollars ($140,000.00) (the "RLF Loan"); and,

WHEREAS, JEC desires to utilize RLF Loan funds to create jobs for low and moderate income persons while simultaneously assisting the City in the prevention or elimination of slums and blight located within the City's limits; and,

WHEREAS, on March 12, 2024, the City adopted a resolution declaring the Old Ford building located at 208 S. Broad St., Monroe, Georgia 30655, Map/Parcel No. M0140103 and Map/Parcel No. M0140102, located on W. Washington St., Monroe, Georgia 30655 (collectively, the "Property") a blighting influence under local standards, detrimental to the public health, safety and welfare, and that the Property's deterioration is negatively affecting the surrounding neighborhood, community facilities, and local tax base; and,

WHEREAS, JEC desires to use the RLF Loan to create jobs for low and moderate income persons and to rehabilitate the Property to eliminate slums and blight located in the City's limits (the "208 S. Broad Project"); and,

WHEREAS, the 208 S. Broad Project is an appropriate use of the City's RLF in assisting in the elimination of slums and blight for properties designated by the City being detrimental to the public health, and safety and welfare of the citizens of the City; and,

WHEREAS, the City desires that the Downtown Development Authority of the City of Monroe, Georgia (the "DDA") be responsible for administering the RLF Loan for the benefit of the City and the Property, and in accordance with the RLF Policy; and,

WHEREAS, the DDA desires to be responsible for administering the RLF Loan for the benefit of the City and the Property, and in accordance with the RLF Policy; and,

WHEREAS, JEC has acknowledged and agreed to accept the RLF Loan for the purpose of assisting with the elimination of the blighted area on the Property in accordance with the RLF Policy; and,

WHEREAS, JEC has further acknowledged and agreed to invest not less than Two Million Twenty-Nine Thousand Four Hundred Forty-Five and 00/100 Dollars ($2,029,445.00) of its own funds and private lender financing to assist with the 208 S. Broad Project; and,

WHEREAS, the City and DDA desire to support the 208 S. Broad Project together with the economic well-being of the City and its citizens, particularly by encouraging economic growth and development as well as the elimination of slum and blight within the Central Business District of Downtown Monroe, where the Property is located by facilitating the RLF Loan; and,

WHEREAS, pursuant to O.C.G.A. § 36-42-2, the DDA is responsible for the revitalization and redevelopment of the downtown area of the City under its purview by promoting public good, general welfare, commerce, industry, and employment opportunities of the City and State; and,

WHEREAS, this Resolution is consistent with the general purpose, mission, and responsibility of the DDA and the City;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of Monroe do hereby declare and approve the following:

1. The preamble of this Resolution shall be considered to be, and is hereby incorporated by reference as if fully set out herein; and,
2. That pursuant to the RLF purpose and the RLF Policy, JEC Development, LLC does meet the qualifications for the City to provide JEC Development, LLC the RLF Loan in the amount of One Hundred Forty Thousand and 00/100 Dollars ($140,000.00) for the 208 S. Broad St. Project.
3. That pursuant to the RLF purpose and the RLF Policy, the 208 S. Broad St. Project does meet the criteria and guidelines for the City to provide a loan to JEC Development, LLC, under the City's RLF program.
4. That the City shall enter into an intergovernmental agreement with the DDA for the purpose of administering the RLF Loan for the 208 S. Broad St. Project for the benefit of the City.

SO RESOLVED this 8th day of July, 2025.

CITY OF MONROE, GEORGIA

Approved: _____
John Howard, Mayor

Attest: _____
Laura Powell, City Clerk

R:\Real Estate\25-26370\IGAs\2025.07.01. Resolution re 140k DDA Loan.docx

INTERGOVERNMENTAL AGREEMENT
BETWEEN THE CITY OF MONROE, GEORGIA, AND
THE DOWNTOWN DEVELOPMENT AUTHORITY OF THE CITY OF MONROE
CONCERNING THE CITY'S REVOLVING LOAN FUND LOAN TO
JEC DEVELOPMENT, LLC FOR THE REHABILITATION OF 208 S. BROAD ST.

This Intergovernmental Agreement is made and entered into this 10th day of July, 2025, by and between the City of Monroe, Georgia, a duly incorporated municipality organized and operating under the laws of the State of Georgia (the "City") and the Downtown Development Authority of the City of Monroe (the "DDA") (the "Agreement") (with both the City and DDA being referred to herein collectively as the "Parties").

RECITALS

WHEREAS, on April 5, 2016, the City established its Revolving Loan Fund ("RLF") for economic development projects located within the City's limits; and,

WHEREAS, the RLF's goal is to expand economic opportunities for persons of low and moderate income, to provide loan funds to small businesses with the objective of benefiting low and moderate income persons while preventing or eliminating slums and blight, and to assist small service, commercial, and industrial businesses located in the City of Monroe by providing gap financing; and,

WHEREAS, on November 8, 2016, the City adopted a resolution to fund the RLF with funds from CDGB/EIP/RDF grants awarded to the City for the purpose of eliminating slum and blight and to create and or retain jobs for persons of low or moderate income; and,

WHEREAS, also on November 8, 2016, the City adopted its Underwriting Policy governing the use and purpose of the RLF (the "RLF Policy"); and,

WHEREAS, the RLF Policy permits the City to provide fixed asset loans to local businesses that meet the qualifications and conditions stated in the RLF Policy; and,

WHEREAS, JEC Development, LLC ("JEC") has applied for and does qualify for an RLF loan in the amount of One Hundred Forty-Thousand and 00/100 Dollars ($140,000.00) (the "RLF Loan"); and,

WHEREAS, JEC desires to utilize RLF Loan funds to create jobs for low and moderate income persons while simultaneously assisting the City in the prevention or elimination of slums and blight located within the City's limits; and,

WHEREAS, on March 12, 2024, the City adopted a resolution declaring the Old Ford building located at 208 S. Broad St., Monroe, Georgia 30655, Map/Parcel No. M0140103 and Map/Parcel No. M0140102, located on W. Washington St., Monroe, Georgia 30655 (collectively, the "Property") a blighting influence under local standards, detrimental to the public health, safety and welfare, and that the Property's deterioration is negatively affecting the surrounding neighborhood, community facilities, and local tax base; and,

WHEREAS, JEC desires to use the RLF Loan to create jobs for low and moderate income persons and to rehabilitate the Property to eliminate slums and blight located in the City's limits (the "208 S. Broad Project"); and,

WHEREAS, the 208 S. Broad Project is an appropriate use of the City's RLF funds in assisting in the elimination of slums and blight for properties designated by the City being detrimental to the public health, and safety and welfare of the citizens of the City; and,

WHEREAS, on July 8, 2025, the City adopted a resolution authorizing the City to enter into this Agreement between the City and the Downtown Development Authority of the City of Monroe, Georgia (the "DDA") concerning the RLF Loan and the 208 S. Broad Project (the "208 S. Broad St. Resolution"); and,

WHEREAS, the City desires that the DDA be responsible for administering the RLF Loan for the benefit of the City and the Property, and in accordance with the RLF Policy; and,

WHEREAS, the DDA desires to be responsible for administering the RLF Loan for the benefit of the City and the Property, and in accordance with the RLF Policy; and,

WHEREAS, JEC has acknowledged and agreed to accept the RLF Loan for the purpose of assisting the City with the elimination of the blighted area on the Property; and,

WHEREAS, JEC has further acknowledged and agreed to invest not less than Two Million Twenty-Nine Thousand Four Hundred Forty-Five and 00/100 Dollars ($2,029,445.00) of its own funds and private lender financing to assist with the 208 S. Broad Project; and,

WHEREAS, the City and DDA desire to support the 208 S. Broad Project together with the economic well-being of the City and its citizens, particularly by encouraging economic growth and development as well as the elimination of slum and blight within the Central Business District of Downtown Monroe, where the Property is located; and,

WHEREAS, pursuant to O.C.G.A. § 36-42-2, the DDA is responsible for the revitalization and redevelopment of the downtown area of the City under its purview by promoting public good, general welfare, commerce, industry, and employment opportunities of the City and State; and,

WHEREAS, this Agreement is consistent with the general purpose, mission, and responsibility of the DDA and the City;

NOW THEREFORE, for and in consideration of the mutual covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

TERMS OF AGREEMENT

1. **Incorporation**: Each and every WHEREAS clause stated hereinabove shall be incorporated into and made part of the TERMS OF AGREEMENT as if fully restated herein.

2. **The City**: On or before July 15, 2025, the City shall transfer to the DDA the RLF Loan funds in the amount of One Hundred Forty Thousand and 00/100 Dollars ($140,000.00), for the purpose of the DDA loaning said funds to JEC pursuant to the terms of this Agreement and the RLF Policy ("City Duties").

3. **The DDA**: On or before August 31, 2025, the DDA shall loan the RLF Loan funds to JEC under the following conditions:

   a. The RLF Loan shall be for a term of fifteen (15) years.

b. The RLF Loan shall carry an interest rate of two and one-half percent (2.5%) per annum.
c. The RLF Loan shall have a monthly principal and interest payment due to the City in the amount of $933.50.
d. Any and all other conditions as stated and outlined in the RLF Policy and the 208 S. Broad St. Resolution.

The DDA agrees that it shall administer the RLF Loan in accordance with the RLF Policy and the 208 S. Broad St. Resolution. The DDA further agrees that it shall be responsible for administering the RLF Loan by (i) receiving any and all monthly payments made by JEC for the purpose of repaying the RLF Loan; (ii) retaining all such payments with the DDA as the local administrator; and (iii) depositing the payments into the City's RLF repayment fund for the benefit of the City.

4. **The Parties; Conditions**: The Parties agree that the RLF Loan to JEC is consistent with the purpose and goal of the City's RLF Policy, and that the Parties shall work together to comply with all requirements of the RLF Policy to assist JEC with the elimination of slum and blight in connection with the 208 S. Broad St. Project for the benefit of the City.

5. **Term**: The initial term of this Agreement shall begin upon the execution of this Agreement, and shall continue until such time as the RLF Loan funds are fully repaid by JEC.

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

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

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

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

10. **Loan Documents; Authorized Representatives**: The Parties agree that this Agreement contemplates the procurement and execution of certain closing documents, including but not limited to a loan agreement, promissory note, deed to secure debt, loan servicing agreement, and corporate documents and resolutions (collectively, the "Closing Documents"); and the Parties hereby consent that John S. Howard as Mayor or Logan Propes as City Administrator shall be authorized to execute this Agreement and any and all relevant Closing Documents on behalf of the City, and that Lisa Reynolds Anderson as Chairman and Andrea Gray as Secretary shall be authorized to execute this Agreement and any and all relevant Closing Documents on behalf of the DDA.

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

CITY OF MONROE, GEORGIA

By:_____
John S. Howard
Mayor

Attest:_____
Name: Logan Propes
Title: City Administrator

[SEAL]

DOWNTOWN DEVELOPMENT AUTHORITY
OF THE CITY OF MONROE

By:_____
Lisa Reynolds Anderson, Chairman

Attest: _____
Name: Andrea Gray
Title: Secretary

[SEAL]

R:\Real Estate\25-26370\IGAs\2025.06.26. IGA COM - DDA 140k.docx