



## Council Meeting

### AGENDA

Tuesday, July 07, 2020

6:00 PM

City Hall

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#### I. CALL TO ORDER

1. Invocation
2. Roll Call
3. Approval of Agenda
4. Approval of Consent Agenda
  - a. June 2, 2020 Council Minutes
  - b. June 9, 2020 Council Minutes
  - c. June 23, 2020 Historic Preservation Commission Minutes
  - d. May 14, 2020 Downtown Development Authority Minutes
  - e. May 14, 2020 Conventions and Visitors Bureau Minutes

#### II. PUBLIC RECOGNITION

1. Public Recognition of Wayne Adcock

#### III. PUBLIC FORUM

1. Public Comments

#### IV. DEPARTMENT REPORTS

1. City Administrator Update
- [2.](#) Central Services Update

- [3.](#) Monthly Finance Report
- [4.](#) Monthly Airport Report
- [5.](#) Monthly Solid Waste Report
- [6.](#) Monthly Street & Transportation Report
- [7.](#) Monthly Electric & Telecom Report
- [8.](#) Monthly Water, Sewer, Gas, & Stormwater Report
- [9.](#) Monthly Fire Report
- [10.](#) Monthly Police Report
- [11.](#) Monthly Code Report
- [12.](#) Monthly Economic Development Report
- [13.](#) Monthly Parks Report

**V. NEW BUSINESS**

- [1.](#) FY2019 PAFR
- [2.](#) Speed Limit Change on Alcovy Street and McDaniel Street
- [3.](#) Approval - Purchase Four Wilo Pumps for Sewer Lift Stations
- [4.](#) Appointment - Historic Preservation Commission
- [5.](#) Resolution - ECG Voting Delegate
- [6.](#) Resolution - MEAG Voting Delegate
- [7.](#) Extension of Ordinance to Temporarily Modify Certain City Personnel Policies
- [8.](#) Extension of Ordinance to Temporarily Increase the Spending Authority of the City Administrator
- [9.](#) 1st Reading - MGAG Supply Contract Amendment & Supplemental Contract for Portfolio V Project Ordinance
- [10.](#) 1st Reading - Alcoholic Beverage Ordinance Amendment
- [11.](#) Appointment - Library Board
- [12.](#) Ground Lease Agreement

**VI. MAYOR'S UPDATE**

**VII. ADJOURN**

The Mayor and Council met for a called meeting.

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

Absent:	Lee Malcom	Council Member
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Staff Present:	Danny Smith, Jeremiah Still, R.V. Watts, Bill Owens, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Chris Bailey, Sadie Krawczyk, Patrick Kelley, Beverly Harrison
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Visitors:	Les Russell, Duane Wilson, Jim Wilson, George Baker III
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**I. CALL TO ORDER – JOHN HOWARD**

**1. Roll Call**

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

**2. City Administrator Update**

City Administrator Logan Propes discussed the contract with Peters & Fosters that Council approved in March, which was contingent upon the new sidewalk and shared parking lot agreement. He stated the agreement suddenly hit a roadblock with the property owners, and the contract bid is running out of time. The City can still get easements to finish out the sidewalks as intended, but they no longer want the City to redo the parking lot. Mr. Propes stated he wanted to get Council’s thoughts prior to pursuing the sidewalk expansion. He hopes once the sidewalk project has been completed, they will reconsider the parking lot project. The actual amounts will be brought back for Council to review next week. Mr. Propes gave an update on the By-Pass Truck Connector. The right-of-way is almost finished with GDOT, and they finalized the design and location schedule for the project in May. The construction will not take place until State Fiscal Year 2022, which would be July 2021 at the earliest. He explained that he will try to work with State Officials to speed it up some, but that may not happen due it being such a large expense. The construction costs for the project will be \$25 million.

**3. Central Services Update**

Mr. Chris Bailey stated the Summer Newsletter went out on June 1. The Police Station / Municipal Court Building construction is moving along nicely, and the sheet rock is currently being installed. He invited Council Members to take a tour of the facility.

## II. COMMITTEE INFORMATION

Mayor Howard stated Item 5 under Committee Information – Public Safety will be moved to Item 1 under Committee Information.

### 1. Public Safety

#### a. Monthly Fire Report

Fire Chief Bill Owens presented the monthly Fire Report. He stated their numbers have been consistent overall for April, but the numbers did drop some during the COVID-19 crisis. The crews have started hydrant maintenance throughout the City, and they will start flow testing in the upcoming weeks.

#### b. Monthly Police Report

Police Chief R.V. Watts presented the monthly Police Report. He stated they have seen a reduction in calls for service, but the officers conducted over 11,000 area checks. He discussed the protests yesterday, which went smoothly. There will be a protest tonight and another Friday night. He stated the Department has taken all the steps possible to prepare and train for the situation. He thanked the Mayor, City Administrator, and Council for continually supporting him and his officers. The support from the community helps keep them motivated to move forward.

### 2. Finance

#### a. Monthly Finance Report

Ms. Beth Thompson presented the monthly Finance Report. She stated overall the revenue and expenses are trending as budgeted for April, with the exception of Municipal Court and Economic Event Fees due to COVID-19. The City has applied for grant reimbursements from the Department of Justice and Georgia Municipal Association for expenses related to COVID-19. She stated the sales tax collections for April increased 11% overall from the same time last year. There were only 162 non-payment cutoffs in May, and there are typically between 200 and 250. On-line fillable forms are being implemented for the Utility customers, and they will eventually extend to the other departments. These forms will decrease traffic in the office and decrease the reason citizens have to come inside. She explained Adam Fraley with Mauldin & Jenkins will present the 2019 CAFR next week, via telephone.

### 3. Airport

#### a. Monthly Airport Report

Mr. Chris Bailey presented the monthly Airport Report. He stated the City has applied for an assistance program through the CARES Act. The City is eligible to receive up to \$30,000.00 from the Georgia Department of Transportation for economic relief funding. He explained the funds will help with potential revenue loss and expenses incurred at the Airport during the COVID-19 Pandemic. There will be a resolution presented at the Council Meeting next Tuesday, as part of the submittal process.

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

Mr. Danny Smith presented the monthly Solid Waste Report. He explained the privacy fence is about 50% complete. The Transfer Station will be open to the general public starting Monday. The new Automated Leaf Truck, which can be operated by a single operator, has been delivered. The curbside glass collection has been delayed until further notice, due to the partnering company having positive cases of COVID-19. He stated one of the City drivers hit a power pole on West Spring Street yesterday in an unfortunate accident. He stated there were no injuries, and he thanked Brian Thompson for his quick response.

**b. Monthly Streets & Transportation Report**

Mr. Jeremiah Still presented the monthly Streets & Transportation Report. He stated Blount Construction finished the improvements on Wayne Street and Highland Avenue, and the striping will be done in the next couple of weeks. The deep patching and leveling have been done on Cedar Ridge Road, which is a joint project with Walton County.

**c. 2020 TSPLOST Intergovernmental Agreement**

City Administrator Logan Propes discussed the 2020 TSPLOST Intergovernmental Agreement with Walton County and all the other Municipalities in Walton County. He explained Elections must have 60 days of advertising time, prior to the November ballot. The TSPLOST is estimated to be \$60 million county-wide. Monroe's percentage will be 15.4147% of the proceeds totaling an estimated \$9,248,820, which is the same distribution formula currently being used with SPLOST. Mr. Propes explained the County and Municipalities have all worked a lot on the project lists, and joint projects can receive more funding. He reviewed the extensive project list. This will be a County-wide vote not just City-wide, and Walton County will be considering this item next month.

Mayor, Council, and Mr. Propes further discussed the project list.

The committee recommends approval of the 2020 TSPLOST Intergovernmental Agreement as presented to Council.

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

**5. Utilities****a. Monthly Electric & Telecom Report**

Mr. Brian Thompson presented the monthly Electric & Telecom Report. He stated his only comments concerning the accident are that the driver stayed inside the vehicle exactly like he should have, due to their being live wires down. He and Mr. Propes are working with the owners of the Pavilion on selecting the lights for the project. They will be purchasing the lights, which will belong to the City after one year. Mr. Thompson discussed electric sales being down, due mainly to the weather. He explained that Leggett & Platt, which is the City's largest electric customer had to shut down one shift for a while.

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

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, Gas, & Stormwater Report. He stated the gas install for Stone Creek Phase II is almost complete. They will then move to the 8.6-mile gas main extension along Snows Mill Road and Jones Woods Road. The water line

extension on Highway 78 is moving along; the contractor has about 12,000 feet installed and about half of the bores done. They are waiting on the rock profile for Alcovy River in order to determine the best route. Mr. Middlebrooks stated there will be an EDA Cares Act Recovery Assistance Funding Grant Application on the agenda next week, for an elevated water storage tank at the Piedmont Industrial Park. This will benefit the existing industries with their water demands.

## **6. Planning & Code**

### **a. Monthly Code Report**

Mr. Patrick Kelley presented the monthly Code Report. He stated Tokyo will be relocating to Highway 138, and there are two tenants looking at the Balmar Outdoors location. Walmart will be adding a Healthcare Clinic that will provide dental, mental, and medical services; their plans are currently under review. He stated MAB Development has been submitting preliminary review plans. Meadows Farm on Church Street will be starting their development soon.

## **7. Economic Development**

### **a. Monthly Economic Development Report**

Ms. Sadie Krawczyk presented the monthly Economic Development Report. She discussed the NextSite Customer Mobility Reports. The reports show baselines for Walmart and Downtown from January to mid-April, through the COVID-19 crisis. They show how drastically Downtown was impacted. She stated everyone is thankful the DDA Stabilization Grants were created. She discussed the DDA Customer Survey; the majority of the population surveyed are comfortable having a large outdoor event with proper social distancing. The first planned outdoor event for the City will be on July 24. Ms. Krawczyk gave an update on the DDA Stabilization Grants that have been awarded. A version of the face-to-face Farmers Market will be starting on Saturday. The City will have Fireworks on July 4 and the Boys and Girls Club will be coordinating a fund-raising event at Athens Tech in association with the fireworks.

## **8. Parks**

### **a. Monthly Parks Report**

Mr. Chris Bailey presented the monthly Parks Report. He stated the Childers Park Project is about a week away from completion. They are still cleaning up the Spring Street side, some trees and hedges need to be taken down to open up the view, and the fountain needs to be installed. He discussed the numerous buildings at the parks. The red brick building at Mathews Park was removed in April, due to its dilapidated condition. There are two structures at Hammond Park, one at EC Kidd, and two at Coker which are all in very bad condition. He requested opinions from Council on demolishing these structures; the estimated cost for disposal is between \$17,500 and \$20,000. Mr. Bailey wanted direction from Council in how they would like the structures to be handled.

Mayor, Council, Mr. Propes, and Mr. Bailey discussed the buildings, bathrooms at Mathews Park, and on-going maintenance for park bathrooms. They also discussed the upcoming Governor's Orders concerning Parks.

Council Member Ross Bradley discussed getting a group of citizens to clean up and provide new fixtures for the bathrooms at Mathews Park, as an interim fix. He doesn't feel demolishing the buildings should be a priority right now, because there are other things that the parks need more.

Council decided to review the buildings prior to making a decision.

**III. ITEMS OF DISCUSSION**

- 1. Public Hearing Rezone – 1020 South Madison Avenue**
- 2. Public Hearing Rezone – 603 & 606 Alcovy Street**

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

**IV. ITEMS REQUIRING ACTION****1. Pilot Park Rehabilitation Project**

Mr. Chris Bailey explained the request to purchase the playground and accessory equipment for a total amount of \$175,468.00 from Play South Playground Creators. This amount is included as part of the \$250,000.00 approved by Council last month. He stated there were eight bids submitted for the equipment and installation, which were narrowed down to two companies. After equipment decisions, Play South Playground Creators had the lowest bid of \$175,468.00.

Council Member Norman Garrett questioned the acreage of Pilot Park and spending \$250,000.00 on a park that is less than two acres. He stated Mathews Park has acres and acres that could be fixed up first. He questioned how much it would cost for the rehabilitation of Mathews Park.

Mr. Bailey answered the acreage for Pilot Park is 1.9, and the Community Garden is approximately a tenth of an acre. He explained the City does not currently have enough funds built up in SPLOST to approach Mathews Park. The intent was to do Mathews Park towards the end of the year in order to allow SPLOST Funds to build up over the course of the year. Mr. Bailey stated Mathews Park would probably cost around \$1.5 million for a complete reassessment and rebuild. He stated there is currently \$571,000.00 in SPLOST Funds for the Parks.

Mayor, Council, Mr. Propes, and Mr. Bailey further discussed the size and benefits of Pilot Park verses Mathews Park. They discussed the amount of money being spent on Pilot Park, the possibility of allocating some of those funds to the other parks, and the order that the parks will be rehabilitated.

City Administrator Logan Propes clarified the landscaping portion of the project is primarily for sodding the open area; the interior playground area will have the proper fill. He reminded Council that they decided at the Planning Retreat to start the parks on the inside prior to spreading out. Pilot Park will be finished first, as discussed. It connects a lot of neighborhoods, is relatively small, and can be completed all at once instead of being pieced together over years. Council wanted to start on Mathews Park after Pilot Park and then move on to Hammond Park, which is exactly what staff has done.

Mr. Garrett questioned the order of the parks. He stated it looks like everyone has forgotten about spending a million plus on Childers Park. He questioned when Mathews Park will be started.

Logan stated Childers Park is a \$90,000 project, which will complete that park. Pilot Park will be finished, and they are already doing as much as possible at Mathews Park. The building has been torn down and things are being cleaned up; Mathews Park will be a multi-phase park.

Mr. Bailey stated all of the old tree markers and the brush have been removed at Mathews Park in order to open things up more. This will set the stage for planning the development and deciding where everything should be placed.

Mayor, Council, Mr. Propes, and Mr. Bailey further discussed the order that the parks will be rehabilitated, the types and functions of each park, the time frame for Mathews Park, and cutting the grass at Coker Field.

To approve Play South Playground Creators for the purchase and installation of equipment for the amount of \$175,468.00.

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

**2. Bond Reimbursement Resolution**

City Administrator Logan Propes stated staff has been working to put a bond package together for the Combined Utility Fund to include some large projects, which will have a 30 to 50-year life cycle. He explained it may be a few months before everything is worked out, but they wanted to get ahead for budgeting and cash flow purposes by passing the Bond Reimbursement Resolution. The City will be working with Stifel as the Bond Placement Agent. The bond will have a 60-day look back for project costs that are being incurred currently, such as the City’s 50% portion of the cost for the Loganville Waterline Project. He explained the City will be able to get reimbursed for the list of projects that will be amortized for a 30-year period.

To approve the resolution as presented.

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

**3. Personnel Issue (s)**

*Moved to next week.*

**V. MAYOR’S UPDATE**

Mayor John Howard stated Council Member Lee Malcom is going to be a grandma again. He stated Joe Locklin who is a retired Fire Captain passed away, and his son Jonathan works on the force. The First Day Outreach Resource Center that provides food, clothing, and shelter to residents of Walton County, Newton County, and Gwinnett County will be having their ribbon cutting soon. There have been 269 cases of COVID-19 in Walton County, with 12 deaths. He stated Council Member Ross Bradley received the Community Spirit Award. There will be a Budget Retreat in July.

**VI. ADJOURN**

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



The Mayor and Council met for their regular meeting.

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

Staff Present: Danny Smith, Jeremiah Still, Matt McClung, Bill Owens, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Patrick Kelley, Chris Bailey, Sadie Krawczyk, Beverly Harrison

Visitors: Les Russell, Hugo Bryan-Porter, Adam Fraley (by phone), Billy Mitchell, Victoria Mosley, BreAnn Robinson, Pastor Al Savage, Pastor Angel Savage, Duante Fulmore

**I. CALL TO ORDER – JOHN HOWARD**

**1. Invocation**

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

**2. Roll Call**

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

**3. Approval of Agenda**

To approve the agenda as presented.

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

**4. Approval of Consent Agenda**

- a. May 5, 2020 Council Minutes
- b. May 12, 2020 Council Minutes
- c. May 19, 2020 Planning Commission Minutes
- d. April 9, 2020 Downtown Development Authority Minutes
- e. April 9, 2020 Conventions and Visitors Bureau Minutes
- f. 2020 TSPLOST Intergovernmental Agreement (copy attached) – Approval of IGA as presented. (Recommended for Council approval by Public Works Committee June 2, 2020)

To approve the consent agenda as presented.

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

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

Ms. BreAnn Robinson of 537 Chestnut Lane stated she is part of the group FORM, which stands for Fighting Oppression and Racism in Monroe. She questioned why some of the officers don't display their badge numbers and names, and whether there is a policy in place for all police officer's uniforms to show their badge numbers. She also questioned whether there are policies in place to ban choke-holds on civilians. She stated more and more government agencies are adopting some form of artificial intelligence to make decisions that impact people's lives on how they are policed, paroled, sentenced, whether they get jobs, housing, public benefits, and even whether the State intervenes to take their children away. These artificial intelligence systems are rarely subjected to public approval, many agencies can not explain how they work, and their research often shows they contain biases that are against people of color and people that are not Christian. Ms. Robinson questioned whether Council believes these kinds of artificial intelligence systems should be publicly approved before they are implemented, and what other policy frameworks Council thinks should apply to their use. She questioned whether Mayor Howard feels that all poor people need to get out of Monroe and stated that she is asking on behalf of a friend.

Mr. Duante Fulmore of 601 Alcovy Street stated he is also part of the FORM group. He questioned current and future initiatives for small and minority businesses, especially black owned businesses in the City of Monroe. He questioned whether the City would be open to meeting with these leaders in the community if there are no programs in place.

**2. Public Hearing**

*Council Member David Dickinson recused himself, due to representing Mr. and Mrs. Savage and their church.*

**a. Rezone – 1020 South Madison Avenue**

Code Enforcement Officer Patrick Kelley presented the application for rezone of this property from R2 Multifamily to R1A Single Family to accommodate the subdivision of the property. This would reduce the non-conformity as it exists currently and allow them to subdivide the house separate from the Church, which would put them both on conforming lots. The Code Office and Planning Commission recommend the request be approved, and the Future Land Use Plan points in that direction.

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

Mr. Billy Mitchell explained he has a contract to purchase the property, and the property needs to go from R2 to R1A in order to be partitioned. He requested the rezone to be granted.

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

*No Action.*

**III. NEW BUSINESS****1. Rezone – 1020 South Madison Avenue**

To approve the rezone.

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

**2. FY2019 Audited Financial Statements (CAFR)**

Ms. Beth Thompson introduced Mr. Adam Fraley to present the final audit numbers. She explained he will be presenting the CAFR via teleconference, due to their COVID-19 policy.

Mr. Adam Fraley, with Mauldin & Jenkins, presented highlights from the FY2019 Audit. He discussed the Annual Audit Agenda, stating the audit went smoothly. Mr. Fraley explained that they rendered an unmodified audit report, meaning a clean opinion of the audit for the year ending December 31, 2019. He explained one change in the CAFR this year is that the City adopted GASB Statement No. 84, which concerns Fiduciary Activities. The Municipal Court Activity that was previously reported in the City's General Fund had to be broken out into a separate Fiduciary Fund Statement within the CAFR. He commended the City of Monroe for going above and beyond what is required by State Law in preparing and reporting the Comprehensive Annual Financial Report. The City should be proud for receiving an award from the Government Finance Officers Association for the CAFR each year. He stated that Ms. Thompson and the finance staff were very cooperative and transparent getting them everything they needed so the audit could be completed in an official, effective, and timely manner. A large part of the audit was conducted in a remote fashion, due to challenges with the pandemic. He explained there were some audit adjustments made to the General Ledger, and they were reflected in the Audit Report. There were some past adjustments or uncorrected misstatements, which were deemed immaterial. He explained there were a few finding this year that were in the accounting nature, which have been cleaned-up at this point. There were some issues with the reporting of non-current assets, an equity reporting issue, and some issues with the lack of segregation of duties in the Municipal Court. Mr. Fraley discussed their recommendations for improvement concerning I.T. cybersecurity, utilities allowance for doubtful accounts, the recording of financed purchases, and custodial fund bank accounts. He also discussed the new accounting standards coming in the future, with the biggest change relating to the pandemic.

To approve the FY2019 Audited Financial Statements.

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

**3. CARES Act Resolution – Cy Nunnally Memorial Airport**

Mr. Chris Bailey explained the CARES Act Funding is provided through the Georgia Department of Transportation by the Federal Government. The Cy Nunnally Memorial Airport will receive up to \$30,000.00 for lost revenues and additional expenses during the COVID-19 Pandemic. The resolution is a formality of the application.

To approve the resolution.

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

**4. Resolution – FY2020 EDA-CARES Act Application**

City Administrator Logan Propes explained the Economic Development Administration (EDA) has now included the CARES Act in the Recovery Assistance Funding. The grant will be used to provide water distribution improvements for the Piedmont Regional Industrial Park, which will improve the reliability and resilience of the Park during emergencies and disasters. The EDA-CARES Act Grant will fund 80% of the eligible cost for the proposed project. He explained the resolution allows the City to apply for these funds, with the City committing to fund 20% of the proposed costs.

Mr. Rodney Middlebrooks stated the estimates for engineering, contingencies, and grant administration are about \$3.9 million. The City’s 20% match amount for construction and contingencies would be \$1,142,850.00, and the City would be responsible for the engineering and grant administration.

Mr. Propes stated the funding would come from the Bond currently being worked on, which would be part of the look back provision of the previously passed resolution. He explained the City will be working with the Walton County Development Authority for some additional cost sharing options.

To approve the resolution.

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

**5. Personnel Issue (s)**

*Moved to next month.*

**IV. MAYOR’S UPDATE**

Mayor John Howard discussed receiving a nice thank you note from Regina Adcock. He stated John and Liz are expecting a baby and wished Council Member Lee Malcom congratulations on becoming a grandmother again. The Fireworks and an event by the Boys and Girls Club will be held on July 4.

Fire Chief Bill Owens discussed the planned events and explained they are waiting on the June 12 news from the Governor.

Mayor Howard discussed the peaceful protests last week, which went well.

**V. ADJOURN**

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

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

\_\_\_\_\_  
**CITY CLERK**

**INTERGOVERNMENTAL AGREEMENT BETWEEN WALTON COUNTY, GEORGIA  
AND THE CITIES OF MONROE, LOGANVILLE, SOCIAL CIRCLE,  
WALNUT GROVE, GOOD HOPE, JERSEY, AND BETWEEN, GEORGIA FOR  
THE WALTON COUNTY 2020 TRANSPORTATION  
SPECIAL PURPOSE LOCAL OPTION SALES TAX**

THIS INTERGOVERNMENTAL AGREEMENT (hereinafter referred to as the “Agreement”) is entered into, effective as of this \_\_\_\_ day of \_\_\_\_\_, 2020, by and between WALTON COUNTY, GEORGIA, a political subdivision of the State of Georgia (the “County”) and the cities of MONROE, LOGANVILLE, SOCIAL CIRCLE, WALNUT GROVE, GOOD HOPE, JERSEY and BETWEEN, municipalities of the State of Georgia located in the County (hereinafter individually referred to as the “City” and collectively referred to as the “Cities”).

WITNESSETH:

WHEREAS, Article IX, Section III, Paragraph I of the Georgia Constitution authorizes the entry of intergovernmental agreements by counties and municipalities for the provision of services, activities, and facilities which the contracting parties are authorized by law to undertake or provide;

WHEREAS, O.C.G.A. § 48-8-260, *et seq.* (hereinafter the “Act”), authorizes the levy of a one percent Transportation Special Purpose Local Option Sales Tax (hereinafter “TSPLOST”) within the special district which is coterminous with the boundaries of the County (hereinafter “Special District”) upon the approval of the voters therein;

WHEREAS, the Cities constitute all of the qualified municipalities located within the Special District;

WHEREAS, the County is not located within a special district levying a special sales and use tax pursuant to Article 5 of Chapter 8 of Title 48 of the Official Code of Georgia;

WHEREAS, the County is not located in a region of the State wherein a referendum on a special sales and use tax under Article 5 of Chapter 8 of Title 48 of the Official Code of Georgia has been proposed, as defined by O.C.G.A. 48-8-262(a)(1);

WHEREAS, a tax is currently being levied and collected in the County pursuant to Part 1 of Article 3 of Chapter 8 of Title 48 of the Official Code of Georgia;

WHEREAS, the County is not a Metropolitan County Special District as defined in and governed by Part 2 of Article 5a of Chapter 8 of Title 48 of the Official Code of Georgia;

WHEREAS, the County and the Cities desire for the County to submit to the voters thereof on November 3, 2020 the question of whether to impose a one percent TSPLOST in the Special District beginning on April 1, 2021 (hereinafter the “2020 TSPLOST”);

WHEREAS, the Act authorizes the County and Cities to enter into an intergovernmental agreement in order, among other things, to memorialize their agreement to the imposition of the 2020 TSPLOST and the rate of said tax, to establish the distribution of the proceeds of the 2020 TSPLOST, and to establish the transportation purposes and projects that will be funded with said proceeds;

WHEREAS, on March 12, 2020, the County and Cities met to discuss the imposition of the 2020 TSPLOST, the rate of said tax, the allocation of the proceeds therefrom, and possible transportation purposes and projects to be funded from the proceeds therefrom, pursuant to O.C.G.A. § 48-8-262(a)(2);

WHEREAS, said meeting between the County and Cities was preceded by a written notice of the date, time, place, and purpose of said meeting being mailed or delivered by the County to the mayor of each of the Cities such that said notice was received by each mayor at least ten days prior to said meeting, pursuant to O.C.G.A. § 48-8-262(a)(2); and

WHEREAS, the County and Cities desire to enter into this Agreement for the imposition of the 2020 TSPLOST, the rate thereof, the allocation of the proceeds therefrom, and the identification of the transportation purposes and projects to be funded therefrom;

NOW THEREFORE, in consideration of the mutual promises and understandings made in this Agreement, and for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the County and the Cities consent and agree as follows:

**SECTION 1**  
**REPRESENTATIONS OF THE CITIES**

Each of the Cities hereby represents that:

(a) It is a municipal corporation as defined by law and judicial interpretation and a "qualified municipality" as such term is defined in the Act and has been duly authorized to execute and deliver this Agreement and to perform its obligations hereunder, and such authorization has not been revoked or rescinded.

(b) The execution and delivery of this Agreement by the City, and the performance of its obligations hereunder, does not violate any provision of the Constitution or laws of the State of Georgia or any order, rule or regulation of any judicial or governmental agency binding on the City, or violate or constitute a breach of or a default under any agreement, contract, instrument, ordinance or other resolution of the City or by which the City is bound.

(c) To the knowledge of the City, there is no litigation pending or threatened challenging the existence or powers of the City or the ability of the City to enter into this Agreement, or seeking to restrain or enjoin the City from entering into this Agreement or

acquiring, constructing or installing any of the transportation purposes or projects of the City sought to be financed from the proceeds of the 2020 TSPLOST.

**SECTION 2**  
**REPRESENTATIONS OF THE COUNTY**

The County hereby represents that:

(a) It is a political subdivision of the State of Georgia and has been duly authorized to execute and deliver this Agreement and to perform its obligations hereunder, and such authorization has not been revoked or rescinded.

(b) The execution and delivery of this Agreement by the County, and the performance of its obligations hereunder, does not violate any provision of the Constitution or laws of the State of Georgia or any order, rule or regulation of any judicial or governmental agency binding on the County, or violate or constitute a breach of or a default under any agreement, contract, instrument, ordinance or other resolution of the County or by which the County is bound.

(c) To the knowledge of the County, there is no litigation pending or threatened challenging the existence or powers of the County or the ability of the County to enter into this Agreement, or seeking to restrain or enjoin the County from entering into this Agreement, imposing the 2020 TSPLOST or acquiring, constructing or installing any of the transportation purposes or projects of the County sought to be financed from the proceeds of the 2020 TSPLOST.

**SECTION 3**  
**EFFECTIVE DATE AND TERM OF AGREEMENT**

This Agreement shall commence upon the date that it is last signed by a party hereto and shall terminate upon the earlier of:

- (a) The failure of the referendum election described in this Agreement;
- (b) The expenditure of the last dollar of money collected from the 2020 TSPLOST after its expiration; or
- (c) The passage of fifty (50) years from the date of the commencement of this Agreement.

**SECTION 4**  
**REFERENDUM ELECTION FOR IMPOSITION OF TSPLOST**

4.1 The County agrees that it will take all actions necessary to cause to be called a referendum election, to be held in all the voting precincts in the County, on the 3rd day of November, 2020 for the purpose of submitting to the qualified voters of the County for their approval, the question of whether or not a Sales and Use Tax of one percent shall be imposed on all sales and uses in the Special District, as authorized by the Act, for five years to raise approximately \$60,000,000.00 for transportation purposes. The distribution of the proceeds from said 2020 TSPLOST, the transportation purposes and projects for which said funds are to be expended, and the estimated amount of the 2020 TSPLOST to be allocated to each such transportation purpose and project are set forth on Schedule A to this Agreement.

4.2 The County and the Cities agree to the imposition of said 2020 TSPLOST, the holding of said referendum election, and the distribution and uses of the proceeds of the 2020 TSPLOST set forth herein.

**SECTION 5**  
**CONDITIONS PRECEDENT**

The obligations of all parties under this Agreement are conditioned upon the following events:

- (a) The adoption of a resolution by the Board of Commissioners of Walton County authorizing the imposition of the 2020 TSPLOST and directing the Walton County Board of Elections and Registration to call the referendum election described herein.
- (b) The calling by the Walton County Board of Elections and Registration of the referendum election described herein.
- (c) The approval of the imposition of the 2020 TSPLOST by a majority of the voters in the County voting in the referendum election.

**SECTION 6**  
**PROCEEDS AND TERM**

6.1 Upon the approval of the Walton County voters, the 2020 TSPLOST tax referenced herein will be collected beginning on April 1, 2021 and terminating on the earlier of: (a) March 31, 2026, or (b) at the end of the calendar quarter during which the Georgia Commissioner of Revenue determines that the 2020 TSPLOST will have raised revenues sufficient to provide to the Special District net proceeds equal to or greater than \$60,000,000.00.



6.2 The proceeds from the 2020 TSPLOST shall be used by the County and Cities exclusively for the transportation purposes specified in the resolution of the County calling for the imposition of the 2020 TSPLOST, except as otherwise provided by law.

6.3 A list of the transportation purposes and projects proposed to be funded by the proceeds of the 2020 TSPLOST and the estimated or projected dollar amounts for each such transportation purpose and project is set forth on Schedule A hereto.

6.4 The list of transportation purposes and projects set forth in Schedule A hereto reflects the expenditure of at least 30 percent of the estimated revenue from the 2020 TSPLOST on projects consistent with the State-wide Strategic Transportation Plan, as referenced in O.C.G.A. § 32-2-22(a)(6).

6.5 The County shall create and maintain a separate bank account in which the County's proceeds of the 2020 TSPLOST shall be maintained until disbursed as provided for herein. The proceeds of the 2020 TSPLOST received by the County shall be kept separate from all other funds of the County and shall not be commingled therewith. Each City shall create and maintain a separate bank account in which that City's share of the proceeds of the 2020 TSPLOST shall be maintained until disbursed as provided for herein. The proceeds of the 2020 TSPLOST received by each City shall be kept separate from all other funds of such City and shall not be commingled therewith.

6.6 The County shall receive from the Georgia Department of Revenue (hereinafter "DOR") all proceeds of the 2020 TSPLOST, other than the amount paid into the general fund of the state treasury pursuant to O.C.G.A. § 48-8-267(a)(1).

6.7 Upon the receipt by the County of the proceeds of the 2020 TSPLOST collected by the DOR, the County shall immediately deposit said proceeds in the County's separate bank account created pursuant to this Section. Within ten (10) business days after the County's receipt of said proceeds, the County shall disburse to the Cities their respective shares of said proceeds pursuant to Section 7 of this Agreement. Should any City cease to exist as a legal entity before all proceeds of the 2020 TSPLOST are distributed under this Agreement, that City's share of the proceeds subsequent to dissolution shall be paid to the County and shall become part of the County's share of the proceeds unless an act of the Georgia General Assembly makes the defunct City part of another successor city. If such an act is passed, the defunct City's share shall be paid to the successor city in addition to all other funds to which the successor city would otherwise be entitled.

6.8 The proceeds of the 2020 TSPLOST shall be maintained in separate accounts and utilized exclusively for the purposes specified for such funds.

6.9 The transportation purposes and projects included in this Agreement shall be funded from the proceeds of the 2020 TSPLOST, except as otherwise agreed in writing by the parties hereto.

**SECTION 7**  
**SCHEDULE OF DISBURSEMENTS**

7.1 Within ten (10) days after the County’s monthly receipt from the DOR of the proceeds of the 2020 TSPLOST, the County shall disburse said proceeds pursuant in the following percentages:

<u>Jurisdiction</u>	<u>Percentage</u>
Walton County	66.8712%
Monroe	15.4147%
Loganville	10.1930%
Social Circle	5.0427%
Walnut Grove	1.5863%
Good Hope	0.3328%
Jersey	0.1682%
Between	0.3911%

7.2 Said funds shall be disbursed in said percentages until the expiration or termination of the 2020 TSPLOST. The County and each of the Cities shall use their respective shares of the proceeds of the 2020 TSPLOST for the transportation purposes and projects identified for each on Schedule A hereto.

7.3 The general priority of the transportation purposes and projects for the County and each of the Cities is set forth on Schedule A hereto. It is anticipated that each jurisdiction will pursue its transportation purposes and projects in a manner generally consistent with said priorities, though each jurisdiction shall be permitted to pursue its transportation purposes and projects in the order it deems most advantageous to its citizens.

**SECTION 8**  
**COUNTY AND CITIES NOT LIABLE FOR INSUFFICIENT PROCEEDS**

8.1 Should the proceeds generated by the 2020 TSPLOST be insufficient to complete the transportation purposes and projects listed on Schedule A hereto, the County and Cities shall have no obligation to pay additional funds from sources other than the 2020 TSPLOST for the completion of any of the same.

8.2 The County and each of the Cities shall not be obligated to pursue such jurisdiction’s transportation purposes and projects set forth on Schedule A to the extent that such

jurisdiction’s share of the proceeds from the 2020 TSPLOST is insufficient to complete all of the same. In such event, the governing body of such jurisdiction may elect to not pursue certain of the transportation projects and purposes set forth on Schedule A for that jurisdiction, or to modify such projects and purposes, beginning with those having the lowest priority, to the extent necessary to remedy such shortfall.

**SECTION 9**  
**RECORDKEEPING, AUDITS, AND REPORTS**

9.1 The governing authorities of the County and the Cities shall each maintain a record of each and every purpose/project for which the proceeds of the 2020 TSPLOST are used. A schedule shall be included in the annual audit of the County and of each of the Cities setting forth that County or City’s transportation purposes/projects to be funded by the proceeds of the 2020 TSPLOST and for each such transportation purpose/project shall set forth: the original estimated cost, the current estimated cost if different than the original estimated cost, amounts expended in prior years, and amounts expended in the current year. The auditors for the County and for each City shall verify and test expenditures in a manner sufficient to assure that the schedule is fairly presented in relation to the financial statements. The auditors’ reports on the financial statements of the County and each of the Cities shall include an opinion, or a disclaimer of opinion, as to whether the schedule is presented fairly in all material respects in relation to the financial statements taken as a whole.

9.2 The governing authority of the County and of each of the Cities shall, by no later than December 31 of each year, publish in the *Walton Tribune* the report required by O.C.G.A. § 48-8-269.6.

**SECTION 10**  
**COMPLETION OF PROJECTS AND EXCESS FUNDS**

10.1 The County and Cities acknowledge that the costs shown for each transportation purpose and project described on Schedule A are estimated amounts.

10.2 Within thirty (30) days after the transportation purposes and projects of any City have been completed, such City shall file with the County a Certificate of Completion signed by the Mayor, City Manager or other Authorized Signatory, setting forth the date on which the transportation purpose(s) or project(s) for that City as set forth on Schedule A hereof were completed and stating that all proceeds of the 2020 TSPLOST disbursed to such City have been applied to the transportation project(s) and purpose(s) of such City or otherwise applied in accordance with the Act.

10.3 If a transportation purpose or project of the County has been satisfactorily completed at an actual cost less than the estimated cost listed for that project in Schedule A, the County may apply the remaining unexpended County proceeds of the 2020 TSPLOST allocated to such purpose or project to any other County transportation project(s) or purpose(s) as listed in Schedule A. Any County proceeds of the 2020 TSPLOST in excess of the total actual costs of the County transportation projects and purposes listed on Schedule A hereof shall be used solely for the purpose of reducing County debt and, if such excess proceeds exceed the outstanding

indebtedness of the County, then such excess proceeds shall be paid into the general fund of the County for the purpose of reducing ad valorem taxes.

10.4 If a transportation purpose or project of a City has been satisfactorily completed at an actual cost less than the estimated cost listed for that project in Schedule A, that City may apply its remaining unexpended proceeds of the 2020 TSPLOST allocated to such purpose or project to any other transportation project(s) or purpose(s) of that City as listed in Schedule A. Any of that City’s proceeds of the 2020 TSPLOST in excess of the total actual costs of that City’s transportation projects and purposes listed on Schedule A hereof shall be used solely for the purpose of reducing that City’s debt and, if such excess proceeds exceed the outstanding indebtedness of that City, then such excess proceeds shall be paid into the general fund of that City for the purpose of reducing ad valorem taxes.

**SECTION 11**  
**NO GENERAL OBLIGATION DEBT**

No general obligation debt is to be issued in conjunction with the imposition of the 2020 TSPLOST.

**SECTION 12**  
**ENTIRE AGREEMENT**

This Agreement, including Schedule A, constitutes all of the understandings and agreements existing between the County and Cities with respect to use of the proceeds from the 2020 TSPLOST. This Agreement supersedes all prior agreements, negotiations and communications of whatever type, whether written or oral, between the parties hereto with respect to the 2020 TSPLOST. This Agreement shall not be amended or modified except by agreement in writing executed by the governing authorities of the County and the Cities.

**SECTION 13**  
**GOVERNING LAW**

This Agreement shall be construed and enforced in accordance with the laws of the State of Georgia.

**SECTION 14**  
**AUTHORITY**

Each of the signatories below represents that he or she has the authority to execute this Agreement on behalf of the party for which he or she has signed it.

**SECTION 15**  
**SEVERABILITTY**

Should any provision of this Agreement be held invalid or unconstitutional, the remainder of the Agreement shall remain in full force.

**SECTION 16**  
**COUNTERPARTS**

This Agreement may be executed in several counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same document.

**SECTION 17**  
**NOTICES**

All notices given pursuant to this Agreement shall be in writing and shall be deemed to have been given upon being sent by United States certified mail, return receipt requested, and postage prepaid, addressed as set forth below:

- (a) As to Walton County:  
Walton County Board of Commissioners  
Attention: Chairman  
111 South Broad Street  
Monroe, GA 30655
  
- (b) As to the City of Monroe:  
City of Monroe  
Attention: Mayor  
215 North Broad Street  
Monroe, GA 30655
  
- (c) As to the City of Loganville:  
City of Loganville  
Attention: Mayor  
P.O. Box 309  
4303 Lawrenceville Road  
Loganville, GA 30052
  
- (d) As to the City of Social Circle:  
City of Social Circle  
Attention: Mayor  
P.O. Box 310  
166 North Cherokee Road  
Social Circle, GA 30025

- (e) As to the City of Walnut Grove:  
City of Walnut Grove  
Attention: Mayor  
2581 Leone Avenue  
Loganville, GA 30052
  
- (f) As to the City of Good Hope:  
City of Good Hope  
Attention: Mayor  
P.O. Box 10  
169 Highway 83 South  
Good Hope, GA 30641
  
- (g) As to the City of Jersey:  
City of Jersey  
Attention: Mayor  
P.O. Box 218  
Jersey, GA 30018
  
- (h) As to the City of Between:  
City of Between  
Attention: Mayor  
P.O. Box 46  
2150 New Hope Church Road  
Monroe, GA 30655

[Signature Pages Follow]

IN WITNESS WHEREOF, all parties hereto have agreed as of this \_\_\_\_ day of \_\_\_\_\_, 2020.

WALTON COUNTY, GEORGIA

By: \_\_\_\_\_  
Chairman

(SEAL)

Attest:

\_\_\_\_\_  
Clerk

CITY OF MONROE

By: \_\_\_\_\_  
Mayor

(SEAL)

Attest:

\_\_\_\_\_  
Clerk

CITY OF LOGANVILLE

By: \_\_\_\_\_  
Mayor

(SEAL)

Attest:

\_\_\_\_\_  
Clerk

CITY OF SOCIAL CIRCLE

By: \_\_\_\_\_  
Mayor

(SEAL)

Attest:

\_\_\_\_\_  
Clerk

CITY OF WALNUT GROVE

By: \_\_\_\_\_  
Mayor

(SEAL)

Attest:

\_\_\_\_\_  
Clerk

CITY OF GOOD HOPE

By: \_\_\_\_\_  
Mayor

(SEAL)

Attest:

\_\_\_\_\_  
Clerk



CITY OF JERSEY

By: \_\_\_\_\_  
Mayor

(SEAL)

Attest:

\_\_\_\_\_  
Clerk

CITY OF BETWEEN

By: \_\_\_\_\_  
Mayor

(SEAL)

Attest:

\_\_\_\_\_  
Clerk

# SCHEDULE A

## Walton County Transportation Special Purpose Loal Option Sales Tax (TSPLOST) Program

**Total Projected Collections: \$60,000,000**

March 2020

PRIORITY	JURISDICTION / PROJECT	PROJECT BUDGETS
<b>CITY OF BETWEEN</b>		
		<i>0.3911%</i>
1	Transportation Improvements, Maintenance and Construction	\$234,660
	<b>CITY OF BETWEEN TOTAL:</b>	<b>\$234,660</b>
<b>CITY OF GOOD HOPE</b>		
		<i>0.3328%</i>
1	Transportation Improvements, Maintenance and Construction	\$198,000
	<b>CITY OF GOOD HOPE TOTAL:</b>	<b>\$199,680</b>
<b>CITY OF JERSEY</b>		
		<i>0.1682%</i>
1	Transportation Improvements, Maintenance and Construction	\$100,920
	<b>CITY OF JERSEY TOTAL:</b>	<b>\$100,920</b>
<b>CITY OF LOGANVILLE</b>		
		<i>10.1930%</i>
1	Rock Road Realignment and Signalization	\$1,485,000
2	SR 20 @ US 78 Striping and Traffic Signal Modifications	\$65,000
3	Highway 81 @ Twin Lakes Road Roundabout	\$850,000
4	SR 10/US 78 @ Walton Street Intersection Improvements	\$650,000
5	SR 10/US 78 @ Loganville Town Centre Intersection Improvements	\$1,200,000
6	Asphalt Patching, Resurfacing and Striping Program	\$1,000,000
7	Main Street Streetscape	\$865,800
	<b>CITY OF LOGANVILLE TOTAL:</b>	<b>\$6,115,800</b>
<b>CITY OF MONROE</b>		
		<i>15.4147%</i>
1	West Spring Street (Bus 10) East Bound On-Ramp to US 78	\$250,000
2	US 78 @ Charlotte Rowel Boulevard West Bound On-Ramp	\$350,000
3	US 78/SR 11 Interchange Improvements	\$1,800,000
4	Other Joint State and/or County Transportation Improvements	\$600,000
5	Misc. Sidewalk, Pedstrian Facilites and Streetscapes	\$2,500,000
6	Misc. Transportation Improvements, Maintenance and Construction	\$1,948,000
7	Asphalt Patching, Resurfacing and Striping Program	\$1,800,820
	<b>CITY OF MONROE TOTAL:</b>	<b>\$9,248,820</b>
<b>CITY OF SOCIAL CIRCLE</b>		
		<i>5.0427%</i>
1	South Cherokee Street @ Social Circle Parkway (SR 11) Roundabout	\$500,000
2	East Hightower Trail @ Social Circle Parkway (SR 11) Roundabout	\$500,000
3	North Cherokee Street @ Social Circle Parkway (SR 11) Roundabout	\$500,000
4	Misc. Sidewalk and Drainage Improvements	\$750,000
5	Asphalt Patching, Resurfacing and Striping Program	\$775,620
	<b>CITY OF SOCIAL CIRCLE TOTAL:</b>	<b>\$3,025,620</b>
<b>CITY OF WALNUT GROVE</b>		
		<i>1.5863%</i>
1	SR 81 @ Park Street Roundabout	\$450,000
2	Misc. Transportation Improvements, Maintenance and Construction	\$501,780
	<b>CITY OF WALNUT GROVE TOTAL:</b>	<b>\$951,780</b>

	<b>WALTON COUNTY</b>	<i>66.8712%</i>
1	SR 138 @ HD Atha Road Intersection Improvements	\$1,250,000
2	SR 138 @ Youth-Jersey Road Intersection Improvements	\$1,350,000
3	US 78 @ Ho Hum Hollow Intersection Improvements	\$580,000
4	West Spring Street (Bus 10) East Bound On-Ramp to US 78	\$850,000
5	US 78 @ Charlotte Rowel Boulevard West Bound On-Ramp	\$450,000
6	SR 138 @ SR 81 Intersection Improvements	\$4,000,000
7	SR 81 Corridor Intersection Improvements	\$6,250,000
8	Pleasant Valley Road Widening (SR 83 to SR 11) - 6.5 Miles	\$2,500,000
9	Sardis Church Rd. @ Youth-Monroe Rd/HD Atha Rd Intersection Impr.	\$1,850,000
10	SR 11 @ Mountain Creek Church Road Intersection Realignment	\$1,450,000
11	Youth-Monroe Road Traffic Safety Improvements	\$1,800,000
12	Center Hill Church Road Traffic Safety Improvements	\$2,500,000
13	SR 81 @ Ozora Church Road Intersection Improvements	\$2,100,000
14	SR 81 @ Youth-Jersey Road Roundabout	\$1,450,000
15	5-Year Asphalt Patching, Resurfacing and Striping Program	\$7,000,000
16	Misc. Transportation Improvements, Maintenance and Construction	\$4,742,720
	<b>WALTON COUNTY TOTAL:</b>	<b>\$40,122,720</b>
	<b>TOTAL TSPLOST PROGRAM FUNDING:</b>	<b>\$60,000,000</b>
	Project State and Federal Matching Funds Leveraged:	\$40,000,000
	<b>TOTAL ANTICIPATED WALTON COUNTY TRANSPORTATION INVESTMENT:</b>	<b>\$100,000,000</b>

Historic Preservation Commission  
Meeting Minutes  
June 23, 2020

- Present: Crista Carrell, Susan Brown, Fay Brassie
- Absent: Marc Hammes
- Staff: Pat Kelley, Director of Planning & Code
- Visitors: Rob Grafe, Vicki Grafe, Jace Grafe, Jessica Smith, Christina Carter, Esron Lewis, Jonathan Lewis, BreAnn Robinson, Shyana Green

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

Chairman Carrell entertained a motion for approval of the minutes from April 28, 2020 Meeting. Brassie made motion to approve. Brown seconded. Motion Carried. Minutes approved.

**The first item of business** is an application for a COA for petition # HP-000058-2020 at 706 S Broad St. for an addition. The applicants are Rob and Vicki Grafe.

Mr. Grafe spoke to the request. They are wanting to put a Tea House there. They will need to add an ADA compliant bathroom and a handicap ramp. They are in negotiations with the next door land owner for additional parking. They have a possibility to add parking to the property of the house. The bathroom would have an entrance from the exterior. They would be adding some space to make the kitchen larger.

Brassie asked if a door was going into the bathroom from the outside?  
Grafe stated there would be an entrance from the outside due to the original opening coming from the kitchen.

There was more discussion about the changes and where entrances would be.

Chairman Carrell asked if there were any questions. There were none.

Chairman Carrell entertained a motion.

Brown made a motion to approve. Brassie second.  
Motion carried. COA granted.

**The second item of business** is an application for a COA for petition # HP-000058-2020 at 427 S Broad St. to add a handicap ramp for personal care home. The applicant is Jonathan and Esron Lewis.

Jonathan and Esron Lewis both spoke to the request. They asked to be able to add the handicap ramp on the rear of the property.

Chairman Carrell asked if there were any questions.  
Kelley stated the landing would need to be a 5 ft wide landing.  
Brassie asked if ramp would be the correct size?  
Kelley it should be a maximum of 1 & 12 pitch.

Chairman Carrell entertained a motion.

Brassie made a motion to approve. Brown Second

Motion Carried. COA Granted.

Old Business: Brassie asked about a new member. It was discussed as to getting this on the agenda. Chairman Carrell stated she would speak to Debbie Adkinson about the applicants.

New Business: BriAnn Robinson- what is the historic district.  
Kelley stated the map could be found on line.

Chairman Carroll entertained a motion to adjourn.

Brassie made a motion to adjourn. Brown second.  
Meeting adjourned at 6:15 pm



**Downtown Development Authority**

**MINUTES**

**Thursday, May 14, 2020**

**8:00 AM**

**Join Zoom Meeting <https://us02web.zoom.us/j/84286281187>**

**Meeting ID: 842 8628 1187**

**CALL TO ORDER**

Meeting called to order at 8:09 am.

**ROLL CALL**

**ROLL CALL**

**PRESENT**

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

**CITY STAFF**

- Logan Propes
- Sadie Krawczyk
- Leigh Ann Walker
- Les Russell

**APPROVAL OF PREVIOUS MEETING MINUTES**

1. DDA Minutes April

DDA Minutes April - approved - Motion made by Board Member Sanders, Seconded by Vice Chair Malcom.

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

**APPROVAL OF FINANCIAL STATEMENTS**

2. DDA March Financials

DDA March Financials - approved - Motion made by Secretary Gray, Seconded by Board Member Holder.

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

**PUBLIC FORUM**

None

**CITY UPDATE**

Childers Park work should wrap up in June; Pilot Park will begin work next month; Community Building will be leased to Monroe Country Day School for the next 5 years; Church Street traffic calming installation starting soon; Wayne Street and Highland will be resurfaced in the next few weeks; engineers are getting back updated design documents for the town green with phased-in approach for construction.

**COUNTY UPDATE**

County opening up to the public on 5/18/20.

**COMMUNITY WORK PLAN &REPORTS**

**Existing Environment -**

Existing Environment - ordering swings and moving forward with parklet construction behind visitors center; planters have been planted for spring/summer.

**Infill Development -**

**Entertainment Draws -**

Entertainment Draws - hammock promotion generated over \$7,100 in sales for downtown; plans to do similar promotion with 2020 event t-shirts in June. Turtle scavenger hunt planned for June/July reveal.

**PROGRAMS**



**Events**

**Events** - July 24th, outdoor concert on towngreen; Boys and Girls Club is coordinating an event on July 4th in conjunction with city fireworks; MATM is planned for 7/31.

**Downtown Design**

Downtown Design - Banners are still in progress for light poles

**Farmers Market - online market open - monroefm.locallygrown.net**

Farmers Market - online market open - monroefm.locallygrown.net

**FUNDING**

**SPONSORSHIP**

**Stabilization Grants**

May Stabilization Grant Applications

4. May Applications

#	Applicant Name	Employees	Amount Requested	Amount Approved	Action	Motion	Second	Left Meeting for item	In Favor Votes
1	The Southern Ox	13	\$ 2,500.00	\$ 2,500.00	Approve	Ross Bradley	Wesley Sisk	Chris Collin	Ross Bradley, Andrea Gray, Wesley Sisk, Whit Holder, Lisa Anderson, Charles Sanders, Meredith Malcom
2	Luxe Studio Salon	1	\$ 2,000.00	\$ 2,000.00	Approve	Andrea Gray	Wesley Sisk	Chris Collin	Ross Bradley, Andrea Gray, Wesley Sisk, Whit Holder, Lisa Anderson, Charles Sanders, Meredith Malcom
3	LR Burger	30	\$ 2,500.00	\$ 2,500.00	Approve	Charles Sanders	Meredith Malcom	Chris Collin	Ross Bradley,

									Andrea Gray, Wesley Sisk, Whit Holder, Lisa Anderson, Charles Sanders, Meredith Malcom
									Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Meredith Malcom
4	Georgia Reclaimed	8	\$ 2,500.00	\$ 2,500.00	Approve	Charles Sanders	Wesley Sisk	Whit Holder	Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Meredith Malcom
									Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Whit Holder, Meredith Malcom
5	Sailor Studio & Rekindle Candle Co.	2	\$ 2,500.00	\$ 2,500.00	Approve	Andrea Gray	Whit Holder	Charles Sanders	Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Meredith Malcom
									Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Meredith Malcom
6	Made in Monroe	11	\$ 2,500.00	\$ 2,500.00	Approve	Meredith Malcom	Wesley Sisk	Whit Holder	Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Meredith Malcom
									Ross Bradley, Andrea Gray, Wesley Sisk, Chris
7	Silver Queen	50	\$ 2,500.00	\$ 2,500.00	Approve	Meredith Malcom	Whit Holder	no conflict	Wesley Sisk, Chris

								Collin, Lisa Anderson, Charles Sanders, Whit Holder, Meredith Malcom	
								Ross Bradley, Andrea Gray, Chris Collin, Lisa Anderson, Charles Sanders, Whit Holder, Meredith Malcom	
8	Saltbox Lane	2	\$ 2,500.00	\$ 2,500.00	Approve	Andrea Gray	Whit Holder	Wesley Sisk	Ross Bradley, Andrea Gray, Chris Collin, Lisa Anderson, Charles Sanders, Whit Holder, Meredith Malcom
								Ross Bradley, Andrea Gray, Chris Collin, Lisa Anderson, Charles Sanders, Whit Holder, Meredith Malcom	
9	Broad Street Boots	5	\$ 2,500.00	\$ 2,500.00	Approve	Ross Bradley	Whit Holder	Wesley Sisk	Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Meredith Malcom
									Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Meredith Malcom
10	Hodge Podge Art, Antiques, & Interiors	6	\$ 2,500.00	\$ 2,500.00	Approve	Chris Collin	Wesley Sisk	Whit Holder	Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Meredith Malcom
									Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Meredith Malcom
11	Hybrid Fitness	1	\$ 1,990.00	\$ 1,990.00	Approve	Chris Collin	Charles Sanders	no conflict	Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles

									Sanders, Whit Holder, Meredith Malcom
									Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Whit Holder, Meredith Malcom
12	4M Management Inc./MERMCI, Inc.	0	\$ 2,500.00	\$ -	Deny	Chris Collin	Charles Sanders	no conflict	Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Whit Holder, Meredith Malcom
									Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Whit Holder, Meredith Malcom
13	Stuever Studios	1	\$ 2,500.00	\$ 2,500.00	Approve	Whit Holder	Meredith Malcom	no conflict	Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Whit Holder, Meredith Malcom
									Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Whit Holder, Meredith Malcom
14	Shadonne's Wright Touch Beauty Salon	1	\$ 2,500.00	\$ 2,500.00	Approve	Andrea Gray	Whit Holder	no conflict	Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Whit Holder, Meredith Malcom
									Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Whit Holder, Meredith Malcom
15	Atlanta's Skin Rejuvenation Center	2	\$ 2,500.00	\$ 2,500.00	Approve	Whit Holder	Wesley Sisk	no conflict	Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Whit Holder, Meredith Malcom

									Collin, Lisa Anderson, Charles Sanders, Whit Holder, Meredith Malcom
									Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Whit Holder, Meredith Malcom
16	JEC Development	0	\$ 2,500.00	\$ -	Deny	Chris Collin	Ross Bradley	no conflict	Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Whit Holder, Meredith Malcom
									Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Whit Holder, Meredith Malcom
17	Accolades Awards & Recognition Gifts, Inc.	2	\$ 2,500.00	\$ 2,500.00	Approve	Meredith Malcom	Charles Sanders	no conflict	Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Whit Holder, Meredith Malcom
									Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Whit Holder, Meredith Malcom
18	Ana African Hair Braiding	2	\$ 2,500.00	\$ 2,500.00	Approve	Whit Holder	Meredith Malcom	no conflict	Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Whit Holder, Meredith Malcom
									Ross Bradley, Andrea Gray, Wesley Sisk, Chris Collin, Lisa Anderson, Charles Sanders, Whit Holder, Meredith Malcom
		<b>137</b>	<b>\$ 43,990.00</b>	<b>\$ 38,990.00</b>					

**FACADE GRANTS**

203 E. Spring Street

203 E. Spring Street - approved - Motion made by Board Member Holder, Seconded by Vice Chair Malcom.

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

Voting Abstaining: Board Member Sisk (left meeting for this discussion and action)

6. 205 E. Spring Street

205 E. Spring Street - approved - Motion made by Secretary Gray, Seconded by Vice Chair Malcom.

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

Voting Abstaining: Board Member Sisk (left meeting for this discussion and action)

**COMMUNITY EVENT GRANTS**

COMMUNITY EVENT GRANTS - none

**NEW BUSINESS**

**NEW BUSINESS**

DT business owner zoom meeting scheduled for next Tuesday at 3:00 pm

**ANNOUNCEMENTS:**

Next meeting scheduled, June 11th, at 8:00 am at Monroe City Hall.

**ADJOURN**

**ADJOURN**

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

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



**Convention and Visitors Bureau**

**MINUTES**

**Thursday, May 14, 2020**

**9:00 AM**

**Join Zoom Meeting <https://us02web.zoom.us/j/84286281187>**

**Meeting ID: 842 8628 1187**

**CALL TO ORDER**

Meeting was called to order at 9:25 am.

**ROLL CALL**

**PRESENT**

- Chairman Lisa Anderson
- Vice Chairman Meredith Malcom
- Secretary Andrea Gray
- Board Member Whit Holder
- Board Member Charles Sanders
- Board Member Wesley Sisk
- Board Member Chris Collin

**ABSENT**

- City Council Representative Ross Bradley

**CITY STAFF**

- Sadie Krawczyk
- Leigh Ann Walker
- Logan Propes
- Les Russell

**APPROVAL OF EXCUSED ABSENCES**

**APPROVAL OF MINUTES FROM PREVIOUS MEETING**

CVB Minutes April

Approved. Motion made by Board Member Sanders, Seconded by Secretary Gray.  
Voting Yea: Chairman Anderson, Vice Chairman Malcom, Secretary Gray, Board Member Holder, Board Member Sanders, Board Member Sisk, Board Member Collin

**APPROVAL OF CURRENT FINANCIAL STATEMENTS**

CVB March Financials

Approved. Motion made by Board Member Sisk, Seconded by Secretary Gray.  
Voting Yea: Chairman Anderson, Vice Chairman Malcom, Secretary Gray, Board Member Holder, Board Member Sanders, Board Member Sisk, Board Member Collin

**Chairman's Report**

None.

**Director's Report**

Sadie mentioned that we're keeping an eye on hotel/motel tax to see what kind of impact COVID-19 will have on funds.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**ANNOUNCEMENTS**

Next meeting will be June 11, 2020 at Monroe City Hall.

**ADJOURN**

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



# CENTRAL SERVICES

## MONTHLY REPORT

JULY 2020

	2020 January	2020 February	2020 March	2020 April	2020 May	2020 June	2019 June	2019 July	2019 August	2019 September	2019 October	2019 November	2019 December	Monthly Average	Yearly Totals
<b>SAFETY PROGRAMS</b>															
Facility Inspections	6	2	5	8	8	6	2	6	8	6	6	4	7	5.7	74
Vehicle Inspections	0	1	0	0	27	0	6	6	7	7	1	0	10	5.0	65
Equipment Inspections	0	2	0	1	10	0	4	4	5	6	0	0	5	2.8	37
Worksite Inspections	0	0	1	1	0	1	2	1	1	2	2	0	0	0.8	11
Employee Safety Classes	3	0	2	1	0	0	0	0	1	1	0	2	0	0.8	10
<b>PURCHASING</b>															
P-Card Transactions	537	404	435	385	303	441	539	533	534	519	534	361	382	454.4	5,907
Purchase Orders	153	97	97	89	66	87	79	84	72	68	106	73	42	85.6	1,113
Total Purchases	690	501	532	474	369	528	618	617	606	587	640	434	424	540.0	7,020
Sealed Bids/Proposals	0	2	1	2	1	0	1	2	2	1	3	2	0	1.3	17
<b>INFORMATION TECHNOLOGY</b>															
Workorder Tickets	132	86	91	74	86	136	135	151	161	118	187	144	129	125.4	1,630
Phishing Fail Percentage	4.0%	4.0%	2.8%	7.6%	8.5%	8.5%	6.3%	6.0%	4.3%	4.3%	7.1%	5.0%	8.0%	5.9%	
<b>MARKETING</b>															
Newsletters Distributed	0	1	0	1	2	0	1	0	2	1	0	1	1	0.8	10
Intern Hours	19.8	58.1	0.0	0.0			23.8	48.2	12.5					23.2	162.4
<b>GROUNDS &amp; FACILITIES</b>															
Contractor Acres Mowed	94.8	94.8	94.8	102.4	110.0	110.0	52.4	141.1	141.1	141.1	143.1	145.5	94.8	112.7	1,465.6
Trash Collection	3,000.0	3,030.0	3,540.0	2,085.0	1,900.0	2,140.0	1,240.0	1,900.0	820.0	2,360.0	1,660.0	1,420.0	2,380.0	2,113.5	27,475.0
Crew Acres Mowed	16.7	16.7	40.7	52.0	63.3	77.3	54.0	54.0	54.0	59.0	33.3	33.3	16.7	43.9	570.9

# PROJECTS & UPDATES

## POLICE STATION / MUNICIPAL COURT BUILDING

The police building renovation is still in progress! Currently almost all framing has been completed, along with generator purchase, switching gear, fire alarm systems, sprinkler systems, security/entry systems, and other next step items. Sheetrock and mesh has started on the framed walls to secure evidence areas, and other walls are going up with electrical being almost finished. Completion is still anticipated by the latter part of the year.



## MARKETING

The week of June 14-20, 2020 was Waste & Recycling Workers Week and featured a week long campaign to focus on the essential nature of the Solid Waste profession! The posts focused on what this profession and mainly what these individuals are to the community and society. Other cities from around the state and country focused on these same messages through the Solid Waste Association of North America.

**I am  
Essential,  
not Invisible.**



*Celebrate Waste and Recycling Workers Week!*

**JUNE 14 - 20, 2020**

*Visit [gaswana.org](http://gaswana.org) for more information.*



**FACILITIES & GROUNDS MAINTENANCE**

We are currently maintaining all right-of-ways and facilities with a combination of employee and contractor labor. During the month of June, employees from the grounds and parks crews picked up or collected 2,140 lbs of trash while also cutting 77.3 acres of right-of-ways and grounds at facilities. Contractors cut an additional 110.0 acres. Beginning on July 12<sup>th</sup>, grounds will have coverage 7 days per week for trash collection and simple maintenance tasks.

Mulch and flowers should be installed at City Hall, On-Stage Playhouse, Library, and new grass inside the Dog Park at Childers over the next few weeks.

**SIDEWALKS & STREETS MAINTENANCE**

We are currently in the process of using repairing and rehabing sidewalks in the central portions of Monroe and will be throughout the summer and fall months. After that is complete we will begin hitting other areas of Monroe with repairs and rehab work to damaged areas. After the HA5 topcoat was done on portions of Highland Avenue and Wayne Street, this process will be monitored and a plan of action for other areas will be determined to increase the life cycle of our streets within the City.



**FINANCIAL STATUS REPORT**  
as of May 2020

City of Monroe  
 Financial Performance Report  
 For the Period Ended  
 May 31, 2020

Cash balances for the City of Monroe as of May total **\$41,241,132**. The following table shows the individual account balances.

<b>GOVERNMENTAL FUND</b>	
General Fund Checking	902,634.32
Stabilization Fund	-
Group Health Insurance (Claims/Premiums)	38,100.77
Unemployment Fund	17,174.03
Workmen's Compensation (To Fund Claims)	132,465.50
<b>CAPITAL PROJECTS FUND</b>	
Capital Improvement - General Government	2,739.99
SPLOST	1,380,834.46
SPLOST 2013	1,251,701.05
SPLOST 2019	1,715,622.26
<b>SPECIAL REVENUE FUND</b>	
Hotel/Motel	8,827.38
DEA Confiscated Assets Fund	53,054.60
Confiscated Assets Fund	52,936.56
<b>ENTERPRISE FUND</b>	
Solid Waste	327,524.30
Solid Waste Capital	1,378,496.14
Utility Revenue	3,230,446.65
Utility Revenue Reserve	833,114.10
Utility MEAG Payment Acct	2,909.12
Utility MGAG Payment Acct	8,392.52
Utility Gov't Loan Payment Acct	26,094.27
Utility MEAG Short-Term Investment	5,681,011.64
Utility MEAG Intermediate Extended Investment	7,520,174.99
Utility MEAG Intermediate Portfolio Investment	2,807,261.13
Utility Capital Improvement	8,500,782.17
Utility GEFA	1,000.00
Utility Bond Sinking Fund	126,797.80
Utility Tap Fees	3,003,156.47
Utility Customer Deposits (Restricted)	679,890.33
Utility Customer Deposits (Investment)	1,557,989.52

City of Monroe  
 Financial Performance Report  
 For the Period Ended  
 May 31, 2020

The total Utility Capital funds available as of May are \$12,337,052 as broken down in the section below:

Utility Capital Improvement Cash Balance	8,500,782
Utility Revenue Reserve Cash Balance	833,114
Tap Fees Cash Balance	3,003,156
<b>Total Current Funds Available</b>	<b>\$ 12,337,052</b>

Estimated annual Tap Fees	800,000	800,000	1,200,000	1,200,000	1,200,000
Estimated annual CIP transfers-in	2,400,000	2,400,000	3,600,000	3,600,000	3,600,000
Estimated Utility Capital Cash Balance EOY	\$ 7,662,573	\$ 12,337,052	\$ (21,716,913)	\$ (20,000,174)	\$ (17,196,674)
<i>Potential Bonded Projects already approved</i>	25,561,837	25,561,837	25,561,837	25,561,837	25,561,837
Estimated Utility Capital Cash Balance EOY with Bond	\$ 33,224,410	\$ 3,844,924	\$ 5,561,663	\$ 8,365,163	\$ 11,213,663

The detail by year of each project is shown on the following page

Dept	Project Description	2020			2021	2022	2023
		Budgeted Expense	2020 Actual Expense	Remaining Budget	Budgeted Expense	Budgeted Expense	Budgeted Expense
Sewer	Sewer Extension 138 to Reliant Development	0	106,488	3,788,335			
Sewer	Pump Station SCADA			0			
Sewer	Pump Station SCADA	0		50,874			
Sewer	Sewer Main Rehab			0			
Sewer	Sewer Main Rehab	100,000		451,474	100,000	100,000	100,000
Sewer	Infrastructure Repair/Replacement			0			
Sewer	Infrastructure Repair/Replacement	150,000		3,290,314	75,000	75,000	
Sewer	Sewer CDBG 2018-Initial Application		1,550	3,430			
Sewer	CDBG 2018 Construction & Design		382,555	90,658			
Sewer	CDBG 2018 Revenue (DCA draws)			77,850			
Sewer	Lime Slurry System		151,350	-6,150			
Sewer	Kawasaki Mule			0			
Sewer	Aeration Fluidyne Jet Pump		21,784	0			
Sewer	Control Panel for Plant Drain			0			
Sewer	air compressor			0			
Sewer	GIS Program Development		7,879	0			
Sewer	excavator	90,755		90,755			
Sewer	motors, pumps, controls, etc	150,000	28,503	121,497	150,000	150,000	150,000
Sewer	Trenchbox	9,320		9,320			
Sewer	Trickling Filter Pump	40,000		0	40,000		
Sewer	Truck Replacement	31,640		31,640		50,000	
Sewer	Application/Design CDBG 2022 submittal			0		50,000	
Sewer	CDBG 2022 Construction			0			250,000
Sewer	Final Clarifier Clean Out			0	20,000		20,000
Sewer	replacement motor, gear reducer & jackshaft assembly			0			
Sewer	drive assembly cross collector			0			
Sewer	Waste Water Treatment Plant Rehab			7,522,776			
Water	Water Main Rehab	125,000		500,000	125,000	125,000	125,000
Water	Fire Hydrant Replacement			0			
Water	Fire Hydrant Replacement	55,000		72,273	55,000		
Water	Infrastructure Repair/Replacement			0			
Water	Infrastructure Repair/Replacement	150,000		511,179	150,000	150,000	150,000
Water	Loganville Water Distribution Line	0	972,948	5,769,054			
Water	Alcovy River to Water Treatment Plant upsize			3,600,000			
Water/Telecom	Loganville Water Line-Fiber	245,000		245,000			
Water	Water Plant remodel			0			
Water	replace truck			0			
Water	Replacement of Controls			40,000			
Water	Warehouse Improvements			22,384			
Water	Water Valve Maintenance Trailer			0			
Water	Swan Turbidity Meters			0			
Water	air compressors			0			
Water	Membrane Filters			0			
Water	Membrane Filters	25,000		66,365	25,000	25,000	25,000
Water	Excavator			0			
Water	Water Meters	0		0	0	0	0
Water	Water Meters	56,500		56,500	56,500	56,500	56,500
Water	GIS Program Development		7,879	0			
Water	Alcovy River Screen	350,000		350,000			
Water	Badgepass for Water plant security	38,344	43,023	-4,679			
Water	Fire Hydrant Security	25,000		25,000	25,000	25,000	
Water	High Service Pumps	100,000	8,399	91,601			
Water	Service Renewals	100,000		100,000	100,000	100,000	100,000
Water	Water Master Plan	85,000		85,000			
Water	Waterline extensions of system	175,000	68,332	106,668	150,000	125,000	100,000
Water	8 Mstr Mtr Octave AWWA Mtr			0			
Water	New Construction Water Meters	0		0	0	0	0
Water	New Construction Water Meters	20,560		20,560	0	0	0
Water	CDBG 2018 Construction & Design			0			
Water	Application/Design CDBG 2022 submittal			0		25,000	
Water	CDBG 2022 Construction			0			250,000
Water	Control Vlv Replacement Reservoir & Alcovy River			0	100,000		
Water	Water Expansion 2019			0			
Water	Water Expansion 2020		1,706	-1,706			
Water	30" Water Main		12,043	-12,043			
Water	VFD		6,520	-6,520			
Water	Econ Dev grant Piedmont Park Water Tank		500	-500			

Central Svcs	Vehicle	60,000		85,000		
Admin	Financial/Utility Billing Software			0		
Central Svcs	Exchange server	47,100		47,100		
Admin	Drive Thru Rehab/City Hall		17,278	168,456		
Admin	Trucks	48,261		73,261	48,261	
Admin	server replacement			41,000		
Admin	Itron hand-held mobile unit			40,000		
Admin	Itron nighthawk electric meters			70,000		
Admin	Itron Equip Upgrades	40,000	4,200	35,800		
Admin	Barracuda Archiver			7,500		
Admin	Rack Server			0		
Admin	Town Green improvements			0		
Admin	Badgepass security office & warehouse	13,048		13,048		
Admin	Basement Chiller Compressor	0	11,415	0		
Electric	Reconductor Distrubtion System		21,518	471,303		
Electric	Automated Switching			0		
Electric	3 Phase Feeder (Hwy138 - Hospital)			95,000		
Electric	Cover Gear			25,000		
Electric	Bucket Truck replacement			0		
Electric	mini excavator			75,000		
Electric	fault finder			22,000		
Electric	2018 LED Streetlights		14,467	95,416		
Electric	meter load tester			33,000		
Electric	Pole Crane			80,000		
Electric	van			27,000		
Electric	Warehouse Project		15,694	30,186		
Electric	Stone Creek			0		
Electric	Stone Creek phase 2		143,221	0		
Electric	HOLDERS (at the Mill)		18,438	-4,546		
Electric	One Street (at the Mill)		14,941	1,891		
Electric	System Automation 2019-2020	47,670	125,840	105,248	150,000	15,000
Electric	Underground for Town Green			187,000		
Electric	AMI meters/system	125,215		162,823	140,000	
Electric	Rebuild Highland & S Madison Ave	435,500		726,700	250,000	250,000
Electric	GIS Program Development		21,738	11,386		
Electric	commercial demand meters	70,000		70,000	70,000	
Electric	electric line truck	210,000		210,000		
Electric	replace HDD drill	224,635	212,172	0		
Electric	2 F150 pickup trucks	64,000		64,000		
Electric	Crimping Tools	0	6,470	0		
Electric	Pole Relocation	0	16,556	0		
Electric	John's parking lot lights (contributed capital)	0	9,765	0		
Telecom	IP Conversion	0		107,729		
Telecom	IPTV	0		100,585		
Telecom	2018 Network Redundancy			322,955		
Telecom	Fiber to the X			44,451		
Telecom	2018 Cable Replacement		7,629	121,605		
Telecom	Community WiFi / Wireless Deployment		88,291	61,709		
Telecom	Fusion Splicer	20,079		38,079		
Telecom	Fiber Backbone Extension			111,500		
Telecom	Fiber Blower			0		
Telecom	Fiber Loop			52,918		
Telecom	Halon Fire Suppression			44,000		
Telecom	DOCSIS 3			113,356		
Telecom	Micro Trench Saw			0		
Telecom	FTTX Wellington	150,000	77,303	192,697	150,000	
Telecom	Cable Infrastructure Replacement	60,000		125,000	55,000	
Telecom	GIS Program Development		33,125	0		
Telecom	Carrier Grade NAT	53,377	53,728	0		
Telecom	Fiber to the X services	268,000	51,017	216,983		
Telecom	Core switch replacement	105,000		105,000		
Telecom	Stone Creek phase 2		16,828	0		
Telecom	Weston Estates Fiber		14,574	0		
Gas	Gas GIS	0		72,249		
Gas	Good Hope			0		
Gas	James Huff/Gratis			0		
Gas	Old Mill Replacement			0		
Gas	Unisia Dr Extension			0		
Gas	Lacy, Davis, Harris & Ash Streets			140,000		
Gas	Service Trencher			0		
Gas	2018 System Rehab/Expansion			0		



Gas	Various Projects			100,000			
Gas	Gas Main Renewal			0			
Gas	Gas Main Renewal	450,000		527,215	300,000	275,000	225,000
Gas	Main Extension	250,000	3,577	254,820	250,000	250,000	250,000
Gas	GIS Program Development		21,739	11,386			
Gas	Hwy 186 main extension	1,900,000		1,900,000			
Gas	natural gas master plan	150,000		150,000			
Gas	pickup truck	31,639		31,639			
Gas	badgepass security	17,711	17,693	0			
Gas	East Walton Gas extension (ER Snell)			1,000,000			
Stormwater	2018 Infrastructure Repair/Replacement						
Stormwater	x3 dump truck conversions		49,329	0			
Stormwater	mini excavator			0			
Stormwater	Lateral Repair			8,183			
Stormwater	Storm/Drain Retention Pond Rehab	100,000		175,000	100,000	100,000	100,000
Stormwater	Heritage Trace Retention Pond			0			
Stormwater	GIS Program Development		7,879	0			
Stormwater	Improvements	50,000		100,000			
Stormwater	equipment trailer	8,890	8,890	0			
Stormwater	F450 Service Body Truck	63,955		63,955			
Stormwater	pickup truck	63,280		63,280			
Stormwater	Infrastructure / Pipes / Inlets / etc.	50,000		95,510	50,000	50,000	50,000
Stormwater	Skid Steer	0		0	75,000		
Stormwater	Public Works Retention Pond	0		0			
Stormwater	CDBG2020 Application & Design	75,000	5,820	73,680			
Stormwater	CDBG 2020 Construction	500,000		500,000	250,000		
Stormwater	FAE mulching head			0	23,500		
<b>Totals</b>		<b>\$ 7,874,479</b>	<b>\$ 2,932,593</b>	<b>\$ 37,253,965</b>	<b>\$ 3,083,261</b>	<b>\$ 1,996,500</b>	<b>\$ 1,951,500</b>

# Monthly Budget Report

## Group Summary

For Fiscal: 2020 Period Ending: 05/31/2020



Monroe, GA

## General Fund

DEP...	May Budget	May Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
<b>Revenue</b>									
<b>R1: 31 - TAXES</b>									
1510 - FINANCE ADMIN	636,499.46	327,065.06	-309,434.40	-48.62 %	3,182,497.30	1,787,302.67	-1,395,194.63	-43.84 %	7,641,050.00
<b>Total R1: 31 - TAXES:</b>	<b>636,499.46</b>	<b>327,065.06</b>	<b>-309,434.40</b>	<b>-48.62 %</b>	<b>3,182,497.30</b>	<b>1,787,302.67</b>	<b>-1,395,194.63</b>	<b>-43.84 %</b>	<b>7,641,050.00</b>
<b>R1: 32 - LICENSES &amp; PERMITS</b>									
7200 - PLANNING & DEVELOPMENT	28,405.30	7,563.00	-20,842.30	-73.37 %	142,026.50	236,201.81	94,175.31	66.31 %	341,000.00
<b>Total R1: 32 - LICENSES &amp; PERMITS:</b>	<b>28,405.30</b>	<b>7,563.00</b>	<b>-20,842.30</b>	<b>-73.37 %</b>	<b>142,026.50</b>	<b>236,201.81</b>	<b>94,175.31</b>	<b>66.31 %</b>	<b>341,000.00</b>
<b>R1: 33 - INTERGOVERNMENTAL</b>									
1510 - FINANCE ADMIN	1,666.00	0.00	-1,666.00	-100.00 %	8,330.00	0.00	-8,330.00	-100.00 %	20,000.00
1519 - INTERGOVERNMENTAL	8,713.18	0.00	-8,713.18	-100.00 %	43,565.90	87,382.25	43,816.35	100.57 %	104,600.00
3200 - POLICE	416.50	14,256.12	13,839.62	3,322.84 %	2,082.50	20,072.30	17,989.80	863.86 %	5,000.00
3500 - FIRE OPERATIONS	8,330.00	27,553.75	19,223.75	230.78 %	41,650.00	31,257.25	-10,392.75	-24.95 %	100,000.00
4200 - STREETS & TRANSPORTATION	14,567.58	0.00	-14,567.58	-100.00 %	72,837.90	174,880.88	102,042.98	140.10 %	174,881.00
<b>Total R1: 33 - INTERGOVERNMENTAL:</b>	<b>33,693.26</b>	<b>41,809.87</b>	<b>8,116.61</b>	<b>24.09 %</b>	<b>168,466.30</b>	<b>313,592.68</b>	<b>145,126.38</b>	<b>86.15 %</b>	<b>404,481.00</b>
<b>R1: 34 - CHARGES FOR SERVICES</b>									
1510 - FINANCE ADMIN	55,811.00	89,037.41	33,226.41	59.53 %	279,055.00	327,326.96	48,271.96	17.30 %	670,000.00
3200 - POLICE	1,666.00	150.00	-1,516.00	-91.00 %	8,330.00	4,378.96	-3,951.04	-47.43 %	20,000.00
7200 - PLANNING & DEVELOPMENT	41.65	133.00	91.35	219.33 %	208.25	3,272.44	3,064.19	1,471.40 %	500.00
7520 - ECONOMIC DEVELOPMENT	1,666.00	68.00	-1,598.00	-95.92 %	8,330.00	5,392.00	-2,938.00	-35.27 %	20,000.00
7563 - AIRPORT	91.63	85.00	-6.63	-7.24 %	458.15	455.00	-3.15	-0.69 %	1,100.00
<b>Total R1: 34 - CHARGES FOR SERVICES:</b>	<b>59,276.28</b>	<b>89,473.41</b>	<b>30,197.13</b>	<b>50.94 %</b>	<b>296,381.40</b>	<b>340,825.36</b>	<b>44,443.96</b>	<b>15.00 %</b>	<b>711,600.00</b>
<b>R1: 35 - FINES &amp; FORFEITURES</b>									
2650 - MUNICIPAL COURT	39,567.50	7,911.99	-31,655.51	-80.00 %	197,837.50	107,860.84	-89,976.66	-45.48 %	475,000.00
<b>Total R1: 35 - FINES &amp; FORFEITURES:</b>	<b>39,567.50</b>	<b>7,911.99</b>	<b>-31,655.51</b>	<b>-80.00 %</b>	<b>197,837.50</b>	<b>107,860.84</b>	<b>-89,976.66</b>	<b>-45.48 %</b>	<b>475,000.00</b>
<b>R1: 37 - CONTRIBUTIONS &amp; DONATIONS</b>									
3200 - POLICE	333.20	3,050.00	2,716.80	815.37 %	1,666.00	3,050.00	1,384.00	83.07 %	4,000.00
3500 - FIRE OPERATIONS	333.20	0.00	-333.20	-100.00 %	1,666.00	0.00	-1,666.00	-100.00 %	4,000.00
4200 - STREETS & TRANSPORTATION	0.00	2,808.00	2,808.00	0.00 %	0.00	11,628.00	11,628.00	0.00 %	0.00
7521 - MAINSTREET	2,915.50	8,750.00	5,834.50	200.12 %	14,577.50	8,750.00	-5,827.50	-39.98 %	35,000.00
<b>Total R1: 37 - CONTRIBUTIONS &amp; DONATIONS:</b>	<b>3,581.90</b>	<b>14,608.00</b>	<b>11,026.10</b>	<b>307.83 %</b>	<b>17,909.50</b>	<b>23,428.00</b>	<b>5,518.50</b>	<b>30.81 %</b>	<b>43,000.00</b>
<b>R1: 38 - MISCELLANEOUS REVENUE</b>									
1510 - FINANCE ADMIN	416.50	-3,245.99	-3,662.49	-879.35 %	2,082.50	2,708.94	626.44	30.08 %	5,000.00
1565 - WALTON PLAZA	275.55	275.63	0.08	0.03 %	1,377.75	1,378.15	0.40	0.03 %	3,308.00
4200 - STREETS & TRANSPORTATION	0.00	0.00	0.00	0.00 %	0.00	12,740.00	12,740.00	0.00 %	0.00

Monthly Budget Report

For Fiscal: 2020 Period Ending: 05/31/20

DEP...	May Budget	May Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
5530 - COMMUNITY CENTER	1,249.50	-950.00	-2,199.50	-176.03 %	6,247.50	1,475.00	-4,772.50	-76.39 %	15,000.00
7563 - AIRPORT	16,701.65	14,774.67	-1,926.98	-11.54 %	83,508.25	71,751.67	-11,756.58	-14.08 %	200,500.00
<b>Total R1: 38 - MISCELLANEOUS REVENUE:</b>	<b>18,643.20</b>	<b>10,854.31</b>	<b>-7,788.89</b>	<b>-41.78 %</b>	<b>93,216.00</b>	<b>90,053.76</b>	<b>-3,162.24</b>	<b>-3.39 %</b>	<b>223,808.00</b>
<b>R1: 39 - OTHER FINANCING SOURCES</b>									
1510 - FINANCE ADMIN	235,468.46	213,637.49	-21,830.97	-9.27 %	1,177,342.30	1,090,924.24	-86,418.06	-7.34 %	2,826,752.32
3200 - POLICE	0.00	0.00	0.00	0.00 %	0.00	398,136.16	398,136.16	0.00 %	0.00
4200 - STREETS & TRANSPORTATION	0.00	0.00	0.00	0.00 %	0.00	1,155.00	1,155.00	0.00 %	0.00
<b>Total R1: 39 - OTHER FINANCING SOURCES:</b>	<b>235,468.46</b>	<b>213,637.49</b>	<b>-21,830.97</b>	<b>-9.27 %</b>	<b>1,177,342.30</b>	<b>1,490,215.40</b>	<b>312,873.10</b>	<b>26.57 %</b>	<b>2,826,752.32</b>
<b>Total Revenue:</b>	<b>1,055,135.36</b>	<b>712,923.13</b>	<b>-342,212.23</b>	<b>-32.43 %</b>	<b>5,275,676.80</b>	<b>4,389,480.52</b>	<b>-886,196.28</b>	<b>-16.80 %</b>	<b>12,666,691.32</b>
<b>Expense</b>									
1100 - LEGISLATIVE	21,753.02	8,027.05	13,725.97	63.10 %	108,765.10	69,929.19	38,835.91	35.71 %	261,141.00
1300 - EXECUTIVE	26,575.01	27,973.22	-1,398.21	-5.26 %	132,875.05	132,811.93	63.12	0.05 %	319,028.00
1500 - GENERAL ADMIN	12,658.74	14,997.75	-2,339.01	-18.48 %	63,293.70	59,981.53	3,312.17	5.23 %	151,966.00
1510 - FINANCE ADMIN	24,798.64	26,279.49	-1,480.85	-5.97 %	123,993.20	111,128.37	12,864.83	10.38 %	297,703.32
1530 - LAW	16,909.90	0.00	16,909.90	100.00 %	84,549.50	44,944.54	39,604.96	46.84 %	203,000.00
1560 - AUDIT	3,290.35	0.00	3,290.35	100.00 %	16,451.75	30,500.00	-14,048.25	-85.39 %	39,500.00
1565 - WALTON PLAZA	9,605.65	0.00	9,605.65	100.00 %	48,028.25	73,267.50	-25,239.25	-52.55 %	115,314.00
2650 - MUNICIPAL COURT	9,682.16	11,632.19	-1,950.03	-20.14 %	48,410.80	38,840.85	9,569.95	19.77 %	116,233.00
3200 - POLICE	428,986.85	43,859.52	385,127.33	89.78 %	2,144,934.25	1,998,936.14	145,998.11	6.81 %	5,149,903.00
3500 - FIRE OPERATIONS	191,708.98	250,912.33	-59,203.35	-30.88 %	958,544.90	991,003.77	-32,458.87	-3.39 %	2,301,429.00
3510 - FIRE PREVENTION/CRR	9,578.54	9,259.63	318.91	3.33 %	47,892.70	35,151.15	12,741.55	26.60 %	114,989.00
4200 - STREETS & TRANSPORTATION	122,922.01	133,990.90	-11,068.89	-9.00 %	614,610.05	530,132.14	84,477.91	13.74 %	1,475,655.00
5500 - COMMUNITY SERVICES	924.63	0.00	924.63	100.00 %	4,623.15	5,600.00	-976.85	-21.13 %	11,100.00
5530 - COMMUNITY CENTER	1,811.76	717.33	1,094.43	60.41 %	9,058.80	7,651.22	1,407.58	15.54 %	21,750.00
6200 - BLDGS & GROUNDS	38,183.24	34,811.05	3,372.19	8.83 %	190,916.20	137,094.83	53,821.37	28.19 %	458,383.00
6500 - LIBRARIES	10,295.88	212.97	10,082.91	97.93 %	51,479.40	32,904.69	18,574.71	36.08 %	123,600.00
7200 - PLANNING & DEVELOPMENT	75,738.23	71,259.70	4,478.53	5.91 %	378,691.15	342,942.07	35,749.08	9.44 %	909,223.00
7400 - PLANNING AND ZONING	403.50	0.00	403.50	100.00 %	2,017.50	0.00	2,017.50	100.00 %	4,844.00
7520 - ECONOMIC DEVELOPMENT	22,656.07	15,502.44	7,153.63	31.57 %	113,280.35	73,649.43	39,630.92	34.98 %	271,982.00
7550 - DOWNTOWN DEVELOPMENT	2,082.50	0.00	2,082.50	100.00 %	10,412.50	6,250.00	4,162.50	39.98 %	25,000.00
7563 - AIRPORT	17,042.98	19,000.23	-1,957.25	-11.48 %	85,214.90	30,230.56	54,984.34	64.52 %	204,598.00
9001 - GEN - OTHER FINANCING USES	7,663.60	0.00	7,663.60	100.00 %	38,318.00	0.00	38,318.00	100.00 %	92,000.00
<b>Total Expense:</b>	<b>1,055,272.24</b>	<b>668,435.80</b>	<b>386,836.44</b>	<b>36.66 %</b>	<b>5,276,361.20</b>	<b>4,752,949.91</b>	<b>523,411.29</b>	<b>9.92 %</b>	<b>12,668,341.32</b>
<b>Report Total:</b>	<b>-136.88</b>	<b>44,487.33</b>	<b>44,624.21</b>		<b>-684.40</b>	<b>-363,469.39</b>	<b>-362,784.99</b>		<b>-1,650.00</b>



Monroe, GA

# General Fund

# Income Statement

## Group Summary

For Fiscal: 2020 Period Ending: 05/31/2020

DEPT	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Revenue</b>					
1510 - FINANCE ADMIN	11,162,802.32	11,162,802.32	626,493.97	3,208,262.81	7,954,539.51
1519 - INTERGOVERNMENTAL	104,600.00	104,600.00	0.00	87,382.25	17,217.75
1565 - WALTON PLAZA	3,308.00	3,308.00	275.63	1,378.15	1,929.85
2650 - MUNICIPAL COURT	475,000.00	475,000.00	7,911.99	107,860.84	367,139.16
3200 - POLICE	29,000.00	29,000.00	17,456.12	425,637.42	-396,637.42
3500 - FIRE OPERATIONS	104,000.00	104,000.00	27,553.75	31,257.25	72,742.75
4200 - STREETS & TRANSPORTATION	174,881.00	174,881.00	2,808.00	200,403.88	-25,522.88
5530 - COMMUNITY CENTER	15,000.00	15,000.00	-950.00	1,475.00	13,525.00
7200 - PLANNING & DEVELOPMENT	343,150.00	343,150.00	7,996.00	241,574.25	101,575.75
7520 - ECONOMIC DEVELOPMENT	20,000.00	20,000.00	68.00	5,392.00	14,608.00
7521 - MAINSTREET	35,000.00	35,000.00	8,750.00	8,750.00	26,250.00
7563 - AIRPORT	201,600.00	201,600.00	14,859.67	72,206.67	129,393.33
<b>Revenue Total:</b>	<b>12,668,341.32</b>	<b>12,668,341.32</b>	<b>713,223.13</b>	<b>4,391,580.52</b>	<b>8,276,760.80</b>
<b>Expense</b>					
1100 - LEGISLATIVE	261,141.00	261,141.00	8,027.05	69,929.19	191,211.81
1300 - EXECUTIVE	319,028.00	319,028.00	27,973.22	132,811.93	186,216.07
1500 - GENERAL ADMIN	151,966.00	151,966.00	14,997.75	59,981.53	91,984.47
1510 - FINANCE ADMIN	297,703.32	297,703.32	26,279.49	111,128.37	186,574.95
1530 - LAW	203,000.00	203,000.00	0.00	44,944.54	158,055.46
1560 - AUDIT	39,500.00	39,500.00	0.00	30,500.00	9,000.00
1565 - WALTON PLAZA	115,314.00	115,314.00	0.00	73,267.50	42,046.50
2650 - MUNICIPAL COURT	116,233.00	116,233.00	11,632.19	38,840.85	77,392.15
3200 - POLICE	5,149,903.00	5,149,903.00	43,859.52	1,998,936.14	3,150,966.86
3500 - FIRE OPERATIONS	2,301,429.00	2,301,429.00	250,912.33	991,003.77	1,310,425.23
3510 - FIRE PREVENTION/CRR	114,989.00	114,989.00	9,259.63	35,151.15	79,837.85
4200 - STREETS & TRANSPORTATION	1,475,655.00	1,475,655.00	133,990.90	530,132.14	945,522.86
5500 - COMMUNITY SERVICES	11,100.00	11,100.00	0.00	5,600.00	5,500.00
5530 - COMMUNITY CENTER	21,750.00	21,750.00	717.33	7,651.22	14,098.78
6200 - BLDGS & GROUNDS	458,383.00	458,383.00	34,811.05	137,094.83	321,288.17
6500 - LIBRARIES	123,600.00	123,600.00	212.97	32,904.69	90,695.31
7200 - PLANNING & DEVELOPMENT	909,223.00	909,223.00	71,259.70	342,942.07	566,280.93
7400 - PLANNING AND ZONING	4,844.00	4,844.00	0.00	0.00	4,844.00
7520 - ECONOMIC DEVELOPMENT	271,982.00	271,982.00	15,502.44	73,649.43	198,332.57
7550 - DOWNTOWN DEVELOPMENT	25,000.00	25,000.00	0.00	6,250.00	18,750.00
7563 - AIRPORT	204,598.00	204,598.00	19,000.23	30,230.56	174,367.44
9001 - GEN - OTHER FINANCING USES	92,000.00	92,000.00	0.00	0.00	92,000.00
<b>Expense Total:</b>	<b>12,668,341.32</b>	<b>12,668,341.32</b>	<b>668,435.80</b>	<b>4,752,949.91</b>	<b>7,915,391.41</b>
<b>Total Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>44,787.33</b>	<b>-361,369.39</b>	



Monroe, GA

## General Fund

## Prior-Year Comparative Income Statement

### Group Summary

For the Period Ending 05/31/2020

DEP...	2019 May Activity	2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2019 YTD Activity	2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
<b>Revenue</b>								
1510 - FINANCE ADMIN	615,977.33	626,493.97	10,516.64	1.71%	3,050,997.78	3,208,262.81	157,265.03	5.15%
1519 - INTERGOVERNMENTAL	0.00	0.00	0.00	0.00%	76,462.00	87,382.25	10,920.25	14.28%
1565 - WALTON PLAZA	551.26	275.63	-275.63	-50.00%	1,405.71	1,378.15	-27.56	-1.96%
2650 - MUNICIPAL COURT	31,105.14	7,911.99	-23,193.15	-74.56%	229,208.95	107,860.84	-121,348.11	-52.94%
3200 - POLICE	1,105.00	17,456.12	16,351.12	1,479.74%	15,192.87	425,637.42	410,444.55	2,701.56%
3500 - FIRE OPERATIONS	52,363.50	27,553.75	-24,809.75	-47.38%	52,828.00	31,257.25	-21,570.75	-40.83%
4200 - STREETS & TRANSPORTATION	0.00	2,808.00	2,808.00	0.00%	159,841.15	200,403.88	40,562.73	25.38%
5530 - COMMUNITY CENTER	425.00	-950.00	-1,375.00	-323.53%	6,825.00	1,475.00	-5,350.00	-78.39%
7200 - PLANNING & DEVELOPMENT	35,932.00	7,996.00	-27,936.00	-77.75%	250,340.00	241,574.25	-8,765.75	-3.50%
7520 - ECONOMIC DEVELOPMENT	60,334.00	68.00	-60,266.00	-99.89%	66,004.00	5,392.00	-60,612.00	-91.83%
7521 - MAINSTREET	0.00	8,750.00	8,750.00	0.00%	8,750.00	8,750.00	0.00	0.00%
7563 - AIRPORT	21,204.18	14,859.67	-6,344.51	-29.92%	85,845.76	72,206.67	-13,639.09	-15.89%
<b>Revenue Total:</b>	<b>818,997.41</b>	<b>713,223.13</b>	<b>-105,774.28</b>	<b>-12.92%</b>	<b>4,003,701.22</b>	<b>4,391,580.52</b>	<b>387,879.30</b>	<b>9.69%</b>
<b>Expense</b>								
1100 - LEGISLATIVE	27,323.83	8,027.05	19,296.78	70.62%	105,479.62	69,929.19	35,550.43	33.70%
1300 - EXECUTIVE	40,507.99	27,973.22	12,534.77	30.94%	181,240.01	132,811.93	48,428.08	26.72%
1500 - GENERAL ADMIN	15,308.14	14,997.75	310.39	2.03%	59,325.06	59,981.53	-656.47	-1.11%
1510 - FINANCE ADMIN	26,292.90	26,279.49	13.41	0.05%	107,360.29	111,128.37	-3,768.08	-3.51%
1530 - LAW	30,649.54	0.00	30,649.54	100.00%	84,553.30	44,944.54	39,608.76	46.84%
1560 - AUDIT	0.00	0.00	0.00	0.00%	24,000.00	30,500.00	-6,500.00	-27.08%
1565 - WALTON PLAZA	0.00	0.00	0.00	0.00%	48,871.50	73,267.50	-24,396.00	-49.92%
2650 - MUNICIPAL COURT	10,011.79	11,632.19	-1,620.40	-16.18%	41,945.42	38,840.85	3,104.57	7.40%
3200 - POLICE	523,307.87	43,859.52	479,448.35	91.62%	1,864,100.15	1,998,936.14	-134,835.99	-7.23%
3500 - FIRE OPERATIONS	291,423.29	250,912.33	40,510.96	13.90%	980,291.82	991,003.77	-10,711.95	-1.09%
3510 - FIRE PREVENTION/CRR	9,461.55	9,259.63	201.92	2.13%	34,684.91	35,151.15	-466.24	-1.34%
4200 - STREETS & TRANSPORTATION	155,407.17	133,990.90	21,416.27	13.78%	572,578.07	530,132.14	42,445.93	7.41%
5500 - COMMUNITY SERVICES	5,600.00	0.00	5,600.00	100.00%	5,600.00	5,600.00	0.00	0.00%
5530 - COMMUNITY CENTER	651.67	717.33	-65.66	-10.08%	6,570.29	7,651.22	-1,080.93	-16.45%
6200 - BLDGS & GROUNDS	30,053.54	34,811.05	-4,757.51	-15.83%	123,441.36	137,094.83	-13,653.47	-11.06%
6500 - LIBRARIES	0.00	212.97	-212.97	0.00%	30,900.00	32,904.69	-2,004.69	-6.49%
7200 - PLANNING & DEVELOPMENT	66,554.54	71,259.70	-4,705.16	-7.07%	288,638.78	342,942.07	-54,303.29	-18.81%
7520 - ECONOMIC DEVELOPMENT	43,727.59	15,502.44	28,225.15	64.55%	157,425.60	73,649.43	83,776.17	53.22%
7550 - DOWNTOWN DEVELOPMENT	6,250.00	0.00	6,250.00	100.00%	6,250.00	6,250.00	0.00	0.00%
7563 - AIRPORT	683.12	19,000.23	-18,317.11	-2,681.39%	64,511.22	30,230.56	34,280.66	53.14%

Prior-Year Comparative Income Statement

For the Period Ending 05/31/2

DEP...	2019	2020	May Variance	Variance %	2019	2020	YTD Variance	Variance %
	May Activity	May Activity	Favorable / (Unfavorable)		YTD Activity	YTD Activity	Favorable / (Unfavorable)	
Expense Total:	1,283,214.53	668,435.80	614,778.73	47.91%	4,787,767.40	4,752,949.91	34,817.49	0.73%
Total Surplus (Deficit):	-464,217.12	44,787.33	509,004.45	109.65%	-784,066.18	-361,369.39	422,696.79	53.91%

# General Fund

# Budget Report Group Summary

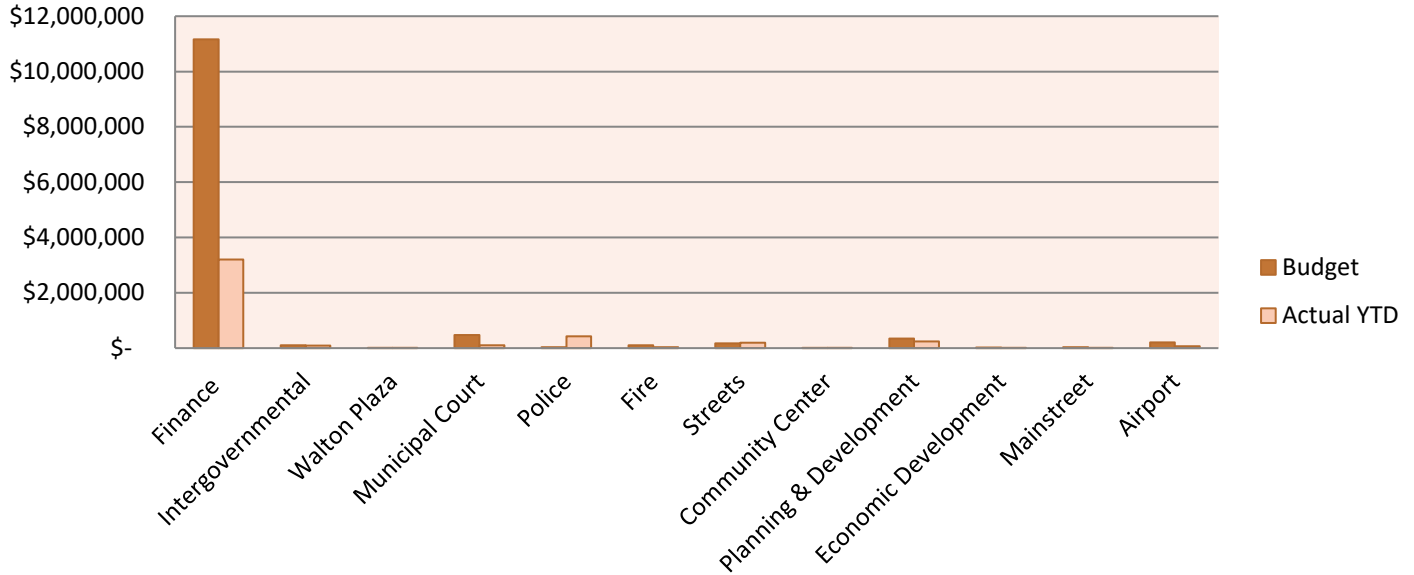


Monroe, GA

For Fiscal: 2020 Period Ending: 05/31/2020

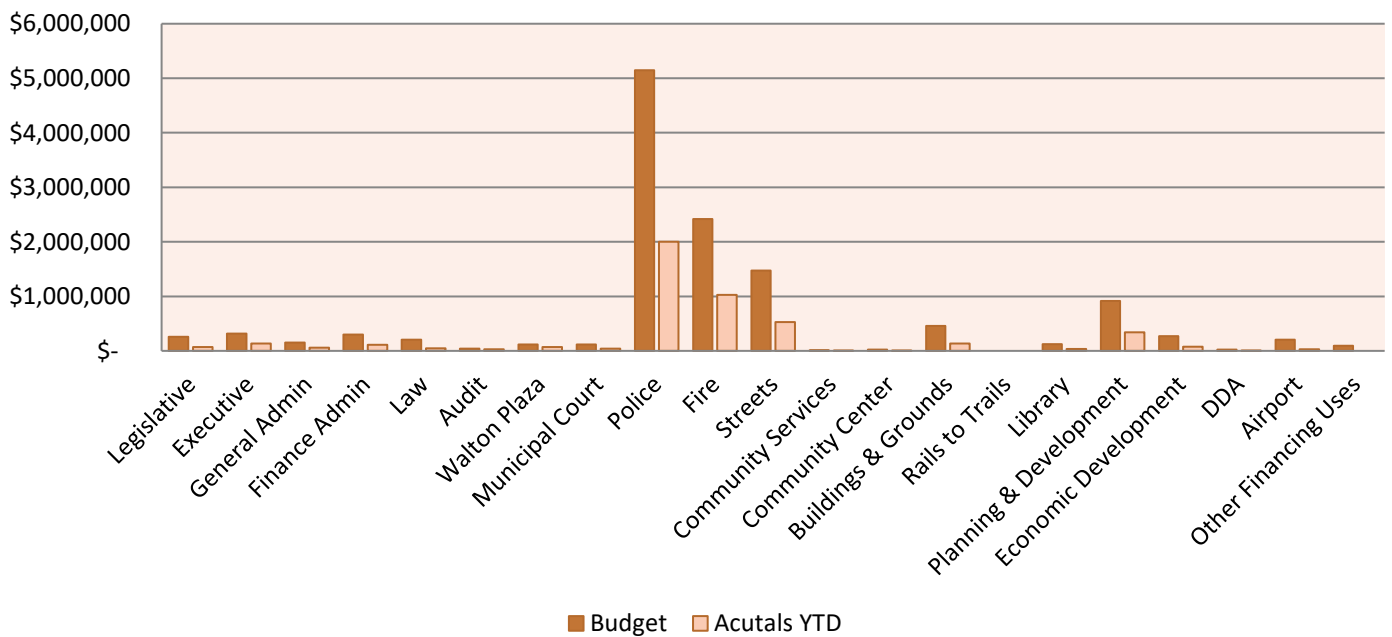
DEP...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Revenue</b>						
1510 - FINANCE ADMIN	11,162,802.32	11,162,802.32	626,493.97	3,208,262.81	-7,954,539.51	71.26 %
1519 - INTERGOVERNMENTAL	104,600.00	104,600.00	0.00	87,382.25	-17,217.75	16.46 %
1565 - WALTON PLAZA	3,308.00	3,308.00	275.63	1,378.15	-1,929.85	58.34 %
2650 - MUNICIPAL COURT	475,000.00	475,000.00	7,911.99	107,860.84	-367,139.16	77.29 %
3200 - POLICE	29,000.00	29,000.00	17,456.12	425,637.42	396,637.42	1,367.72 %
3500 - FIRE OPERATIONS	104,000.00	104,000.00	27,553.75	31,257.25	-72,742.75	69.94 %
4200 - STREETS & TRANSPORTATION	174,881.00	174,881.00	2,808.00	200,403.88	25,522.88	14.59 %
5530 - COMMUNITY CENTER	15,000.00	15,000.00	-950.00	1,475.00	-13,525.00	90.17 %
7200 - PLANNING & DEVELOPMENT	341,500.00	341,500.00	7,696.00	239,474.25	-102,025.75	29.88 %
7520 - ECONOMIC DEVELOPMENT	20,000.00	20,000.00	68.00	5,392.00	-14,608.00	73.04 %
7521 - MAINSTREET	35,000.00	35,000.00	8,750.00	8,750.00	-26,250.00	75.00 %
7563 - AIRPORT	201,600.00	201,600.00	14,859.67	72,206.67	-129,393.33	64.18 %
<b>Revenue Total:</b>	<b>12,666,691.32</b>	<b>12,666,691.32</b>	<b>712,923.13</b>	<b>4,389,480.52</b>	<b>-8,277,210.80</b>	<b>65.35 %</b>
<b>Expense</b>						
1100 - LEGISLATIVE	261,141.00	261,141.00	8,027.05	69,929.19	191,211.81	73.22 %
1300 - EXECUTIVE	319,028.00	319,028.00	27,973.22	132,811.93	186,216.07	58.37 %
1500 - GENERAL ADMIN	151,966.00	151,966.00	14,997.75	59,981.53	91,984.47	60.53 %
1510 - FINANCE ADMIN	297,703.32	297,703.32	26,279.49	111,128.37	186,574.95	62.67 %
1530 - LAW	203,000.00	203,000.00	0.00	44,944.54	158,055.46	77.86 %
1560 - AUDIT	39,500.00	39,500.00	0.00	30,500.00	9,000.00	22.78 %
1565 - WALTON PLAZA	115,314.00	115,314.00	0.00	73,267.50	42,046.50	36.46 %
2650 - MUNICIPAL COURT	116,233.00	116,233.00	11,632.19	38,840.85	77,392.15	66.58 %
3200 - POLICE	5,149,903.00	5,149,903.00	43,859.52	1,998,936.14	3,150,966.86	61.18 %
3500 - FIRE OPERATIONS	2,301,429.00	2,301,429.00	250,912.33	991,003.77	1,310,425.23	56.94 %
3510 - FIRE PREVENTION/CRR	114,989.00	114,989.00	9,259.63	35,151.15	79,837.85	69.43 %
4200 - STREETS & TRANSPORTATION	1,475,655.00	1,475,655.00	133,990.90	530,132.14	945,522.86	64.07 %
5500 - COMMUNITY SERVICES	11,100.00	11,100.00	0.00	5,600.00	5,500.00	49.55 %
5530 - COMMUNITY CENTER	21,750.00	21,750.00	717.33	7,651.22	14,098.78	64.82 %
6200 - BLDGS & GROUNDS	458,383.00	458,383.00	34,811.05	137,094.83	321,288.17	70.09 %
6500 - LIBRARIES	123,600.00	123,600.00	212.97	32,904.69	90,695.31	73.38 %
7200 - PLANNING & DEVELOPMENT	909,223.00	909,223.00	71,259.70	342,942.07	566,280.93	62.28 %
7400 - PLANNING AND ZONING	4,844.00	4,844.00	0.00	0.00	4,844.00	100.00 %
7520 - ECONOMIC DEVELOPMENT	271,982.00	271,982.00	15,502.44	73,649.43	198,332.57	72.92 %
7550 - DOWNTOWN DEVELOPMENT	25,000.00	25,000.00	0.00	6,250.00	18,750.00	75.00 %
7563 - AIRPORT	204,598.00	204,598.00	19,000.23	30,230.56	174,367.44	85.22 %
9001 - GEN - OTHER FINANCING USES	92,000.00	92,000.00	0.00	0.00	92,000.00	100.00 %
<b>Expense Total:</b>	<b>12,668,341.32</b>	<b>12,668,341.32</b>	<b>668,435.80</b>	<b>4,752,949.91</b>	<b>7,915,391.41</b>	<b>62.48 %</b>
<b>Report Surplus (Deficit):</b>	<b>-1,650.00</b>	<b>-1,650.00</b>	<b>44,487.33</b>	<b>-363,469.39</b>	<b>-361,819.39</b>	<b>21,928.45 %</b>

### General Fund Revenue May YTD Budget Comparison



General Fund year-to-date revenues for the month totaled \$4,389,481 which is 34.7% of total budgeted revenues of \$12,668,341.

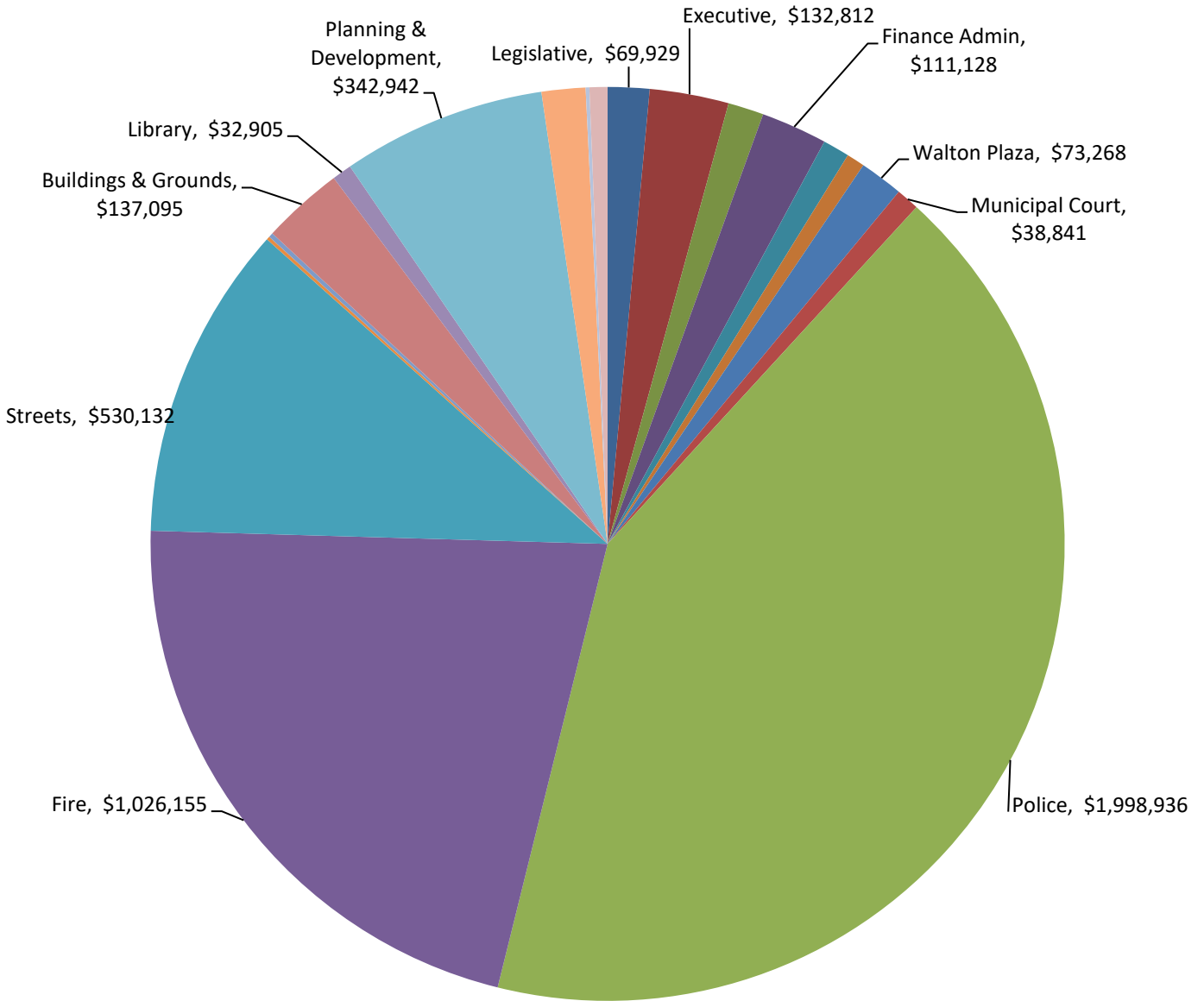
### General Fund Expense May YTD Budget Comparison



General Fund year-to-date expenses for the month totaled \$4,752,950 which is 37.5% of total budgeted expenses of \$12,668,341.



# General Fund Expenses May YTD



# Monthly Budget Report

## Group Summary

For Fiscal: 2020 Period Ending: 05/31/2020



Monroe, GA

### Utility Fund

ACTIVIT...	May Budget	May Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
<b>Revenue</b>									
4002 - WATER	481,574.79	697,206.26	215,631.47	44.78 %	2,407,873.95	2,641,423.54	233,549.59	9.70 %	5,781,210.00
4003 - SEWER	421,914.50	381,872.39	-40,042.11	-9.49 %	2,109,572.50	2,411,346.94	301,774.44	14.31 %	5,065,000.00
4005 - GAS	329,129.04	251,559.47	-77,569.57	-23.57 %	1,645,645.20	2,169,946.80	524,301.60	31.86 %	3,951,129.00
4006 - GUTA	10,829.00	21,190.00	10,361.00	95.68 %	54,145.00	36,435.00	-17,710.00	-32.71 %	130,000.00
4008 - ELECTRIC	1,661,835.00	1,843,243.86	181,408.86	10.92 %	8,309,175.00	7,524,916.27	-784,258.73	-9.44 %	19,950,000.00
4009 - TELECOM & INTERNET	264,061.00	310,552.40	46,491.40	17.61 %	1,320,305.00	1,356,273.88	35,968.88	2.72 %	3,170,000.00
4010 - CABLE TV	296,964.50	304,029.40	7,064.90	2.38 %	1,484,822.50	1,364,473.83	-120,348.67	-8.11 %	3,565,000.00
4012 - UTIL FINANCE	0.00	293,483.12	293,483.12	0.00 %	0.00	374,322.55	374,322.55	0.00 %	0.00
<b>Total Revenue:</b>	<b>3,466,307.83</b>	<b>4,103,136.90</b>	<b>636,829.07</b>	<b>18.37 %</b>	<b>17,331,539.15</b>	<b>17,879,138.81</b>	<b>547,599.66</b>	<b>3.16 %</b>	<b>41,612,339.00</b>
<b>Expense</b>									
4002 - WATER	416,152.97	947,117.61	-530,964.64	-127.59 %	2,080,764.85	2,917,570.39	-836,805.54	-40.22 %	4,995,835.56
4003 - SEWER	384,386.32	709,052.08	-324,665.76	-84.46 %	1,921,931.60	2,529,416.79	-607,485.19	-31.61 %	4,614,483.57
4004 - STORMWATER	46,468.43	38,227.24	8,241.19	17.74 %	232,342.15	235,062.01	-2,719.86	-1.17 %	557,845.00
4005 - GAS	340,686.55	294,845.75	45,840.80	13.46 %	1,703,432.75	1,671,147.62	32,285.13	1.90 %	4,089,875.60
4006 - GUTA	22,566.85	19,779.73	2,787.12	12.35 %	112,834.25	87,726.16	25,108.09	22.25 %	270,911.00
4007 - GEN ADMIN WSG	18,950.47	26,543.23	-7,592.76	-40.07 %	94,752.35	94,842.30	-89.95	-0.09 %	227,497.00
4008 - ELECTRIC	1,542,280.55	1,420,717.97	121,562.58	7.88 %	7,711,402.75	7,392,193.06	319,209.69	4.14 %	18,514,773.00
4009 - TELECOM & INTERNET	161,230.93	178,532.49	-17,301.56	-10.73 %	806,154.65	845,740.13	-39,585.48	-4.91 %	1,935,546.00
4010 - CABLE TV	428,167.43	459,012.59	-30,845.16	-7.20 %	2,140,837.15	2,098,249.34	42,587.81	1.99 %	5,140,066.00
4011 - GEN ADMIN ELEC/TELECOM	16,844.31	23,342.93	-6,498.62	-38.58 %	84,221.55	85,311.91	-1,090.36	-1.29 %	202,213.00
4012 - UTIL FINANCE	-135,105.91	-267,397.72	132,291.81	-97.92 %	-675,529.55	-1,221,819.00	546,289.45	-80.87 %	-1,621,919.00
4013 - UTIL CUST SVC	126,444.63	140,829.66	-14,385.03	-11.38 %	632,223.15	646,530.05	-14,306.90	-2.26 %	1,517,943.26
4014 - UTIL BILLING	37,066.48	34,153.24	2,913.24	7.86 %	185,332.40	198,151.56	-12,819.16	-6.92 %	444,976.00
4015 - CENTRAL SERVICES	60,166.97	92,414.82	-32,247.85	-53.60 %	300,834.85	377,137.39	-76,302.54	-25.36 %	722,293.00
<b>Total Expense:</b>	<b>3,466,306.98</b>	<b>4,117,171.62</b>	<b>-650,864.64</b>	<b>-18.78 %</b>	<b>17,331,534.90</b>	<b>17,957,259.71</b>	<b>-625,724.81</b>	<b>-3.61 %</b>	<b>41,612,338.99</b>
<b>Report Total:</b>	<b>0.85</b>	<b>-14,034.72</b>	<b>-14,035.57</b>		<b>4.25</b>	<b>-78,120.90</b>	<b>-78,125.15</b>		<b>0.01</b>



Monroe, GA

# Utility Fund

# Income Statement

## Group Summary

For Fiscal: 2020 Period Ending: 05/31/2020

ACTIVITY	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Revenue</b>					
4002 - WATER	5,781,210.00	5,781,210.00	697,206.26	2,641,423.54	3,139,786.46
4003 - SEWER	5,065,000.00	5,065,000.00	381,872.39	2,411,346.94	2,653,653.06
4005 - GAS	3,951,129.00	3,951,129.00	251,559.47	2,169,946.80	1,781,182.20
4006 - GUTA	130,000.00	130,000.00	21,190.00	36,435.00	93,565.00
4008 - ELECTRIC	19,950,000.00	19,950,000.00	1,843,243.86	7,524,916.27	12,425,083.73
4009 - TELECOM & INTERNET	3,170,000.00	3,170,000.00	310,552.40	1,356,273.88	1,813,726.12
4010 - CABLE TV	3,565,000.00	3,565,000.00	304,029.40	1,364,473.83	2,200,526.17
4012 - UTIL FINANCE	0.00	0.00	293,483.12	374,322.55	-374,322.55
<b>Revenue Total:</b>	<b>41,612,339.00</b>	<b>41,612,339.00</b>	<b>4,103,136.90</b>	<b>17,879,138.81</b>	<b>23,733,200.19</b>
<b>Expense</b>					
4002 - WATER	4,995,835.56	4,995,835.56	947,117.61	2,917,570.39	2,078,265.17
4003 - SEWER	4,614,483.57	4,614,483.57	709,052.08	2,529,416.79	2,085,066.78
4004 - STORMWATER	557,845.00	557,845.00	38,227.24	235,062.01	322,782.99
4005 - GAS	4,089,875.60	4,089,875.60	294,845.75	1,671,147.62	2,418,727.98
4006 - GUTA	270,911.00	270,911.00	19,779.73	87,726.16	183,184.84
4007 - GEN ADMIN WSG	227,497.00	227,497.00	26,543.23	94,842.30	132,654.70
4008 - ELECTRIC	18,514,773.00	18,514,773.00	1,420,717.97	7,392,193.06	11,122,579.94
4009 - TELECOM & INTERNET	1,935,546.00	1,935,546.00	178,532.49	845,740.13	1,089,805.87
4010 - CABLE TV	5,140,066.00	5,140,066.00	459,012.59	2,098,249.34	3,041,816.66
4011 - GEN ADMIN ELEC/TELECOM	202,213.00	202,213.00	23,342.93	85,311.91	116,901.09
4012 - UTIL FINANCE	-1,621,919.00	-1,621,919.00	-267,397.72	-1,221,819.00	-400,100.00
4013 - UTIL CUST SVC	1,517,943.26	1,517,943.26	140,829.66	646,530.05	871,413.21
4014 - UTIL BILLING	444,976.00	444,976.00	34,153.24	198,151.56	246,824.44
4015 - CENTRAL SERVICES	722,293.00	722,293.00	92,414.82	377,137.39	345,155.61
<b>Expense Total:</b>	<b>41,612,338.99</b>	<b>41,612,338.99</b>	<b>4,117,171.62</b>	<b>17,957,259.71</b>	<b>23,655,079.28</b>
<b>Total Surplus (Deficit):</b>	<b>0.01</b>	<b>0.01</b>	<b>-14,034.72</b>	<b>-78,120.90</b>	

# Prior-Year Comparative Income Statement

## Group Summary

For the Period Ending 05/31/2020



Monroe, GA

### Utility Fund

ACTIVIT...	2019 May Activity	2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2019 YTD Activity	2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
<b>Revenue</b>								
4002 - WATER	485,222.95	697,206.26	211,983.31	43.69%	2,312,897.17	2,641,423.54	328,526.37	14.20%
4003 - SEWER	391,951.45	381,872.39	-10,079.06	-2.57%	1,902,595.35	2,411,346.94	508,751.59	26.74%
4005 - GAS	256,682.30	251,559.47	-5,122.83	-2.00%	2,566,578.20	2,169,946.80	-396,631.40	-15.45%
4006 - GUTA	7,062.56	21,190.00	14,127.44	200.03%	30,168.50	36,435.00	6,266.50	20.77%
4008 - ELECTRIC	1,906,925.08	1,843,243.86	-63,681.22	-3.34%	9,106,551.76	7,524,916.27	-1,581,635.49	-17.37%
4009 - TELECOM & INTERNET	256,189.02	310,552.40	54,363.38	21.22%	1,239,476.86	1,356,273.88	116,797.02	9.42%
4010 - CABLE TV	308,281.29	304,029.40	-4,251.89	-1.38%	1,500,558.91	1,364,473.83	-136,085.08	-9.07%
4012 - UTIL FINANCE	0.00	293,483.12	293,483.12	0.00%	67,600.00	374,322.55	306,722.55	453.73%
<b>Revenue Total:</b>	<b>3,612,314.65</b>	<b>4,103,136.90</b>	<b>490,822.25</b>	<b>13.59%</b>	<b>18,726,426.75</b>	<b>17,879,138.81</b>	<b>-847,287.94</b>	<b>-4.52%</b>
<b>Expense</b>								
4002 - WATER	431,434.57	947,117.61	-515,683.04	-119.53%	1,745,838.60	2,917,570.39	-1,171,731.79	-67.12%
4003 - SEWER	369,463.76	709,052.08	-339,588.32	-91.91%	1,638,753.64	2,529,416.79	-890,663.15	-54.35%
4004 - STORMWATER	53,689.99	38,227.24	15,462.75	28.80%	185,609.86	235,062.01	-49,452.15	-26.64%
4005 - GAS	278,672.78	294,845.75	-16,172.97	-5.80%	1,949,892.24	1,671,147.62	278,744.62	14.30%
4006 - GUTA	21,286.37	19,779.73	1,506.64	7.08%	96,083.01	87,726.16	8,356.85	8.70%
4007 - GEN ADMIN WSG	24,909.45	26,543.23	-1,633.78	-6.56%	88,141.84	94,842.30	-6,700.46	-7.60%
4008 - ELECTRIC	1,483,205.97	1,420,717.97	62,488.00	4.21%	7,684,345.22	7,392,193.06	292,152.16	3.80%
4009 - TELECOM & INTERNET	200,668.68	178,532.49	22,136.19	11.03%	546,990.83	845,740.13	-298,749.30	-54.62%
4010 - CABLE TV	574,931.24	459,012.59	115,918.65	20.16%	1,977,195.70	2,098,249.34	-121,053.64	-6.12%
4011 - GEN ADMIN ELEC/TELECOM	22,950.26	23,342.93	-392.67	-1.71%	81,590.27	85,311.91	-3,721.64	-4.56%
4012 - UTIL FINANCE	-268,638.75	-267,397.72	-1,241.03	-0.46%	-1,008,765.04	-1,221,819.00	213,053.96	21.12%
4013 - UTIL CUST SVC	159,206.52	140,829.66	18,376.86	11.54%	609,888.57	646,530.05	-36,641.48	-6.01%
4014 - UTIL BILLING	33,576.37	34,153.24	-576.87	-1.72%	129,073.32	198,151.56	-69,078.24	-53.52%
4015 - CENTRAL SERVICES	70,062.53	92,414.82	-22,352.29	-31.90%	270,649.38	377,137.39	-106,488.01	-39.35%
<b>Expense Total:</b>	<b>3,455,419.74</b>	<b>4,117,171.62</b>	<b>-661,751.88</b>	<b>-19.15%</b>	<b>15,995,287.44</b>	<b>17,957,259.71</b>	<b>-1,961,972.27</b>	<b>-12.27%</b>
<b>Total Surplus (Deficit):</b>	<b>156,894.91</b>	<b>-14,034.72</b>	<b>-170,929.63</b>	<b>-108.95%</b>	<b>2,731,139.31</b>	<b>-78,120.90</b>	<b>-2,809,260.21</b>	<b>-102.86%</b>



Monroe, GA

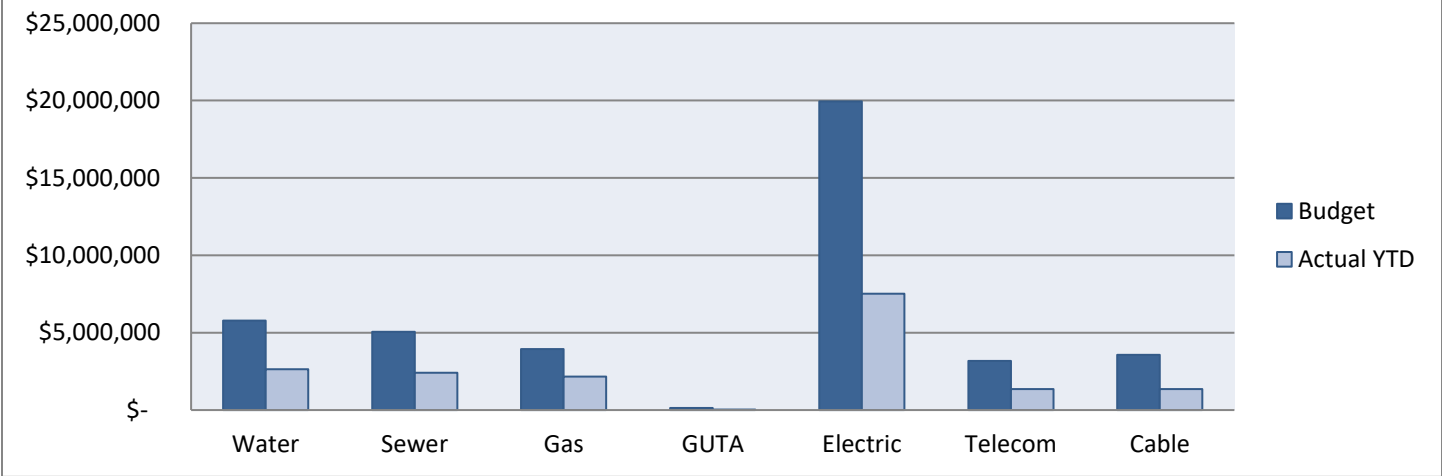
# Utility Fund

# Budget Report Group Summary

For Fiscal: 2020 Period Ending: 05/31/2020

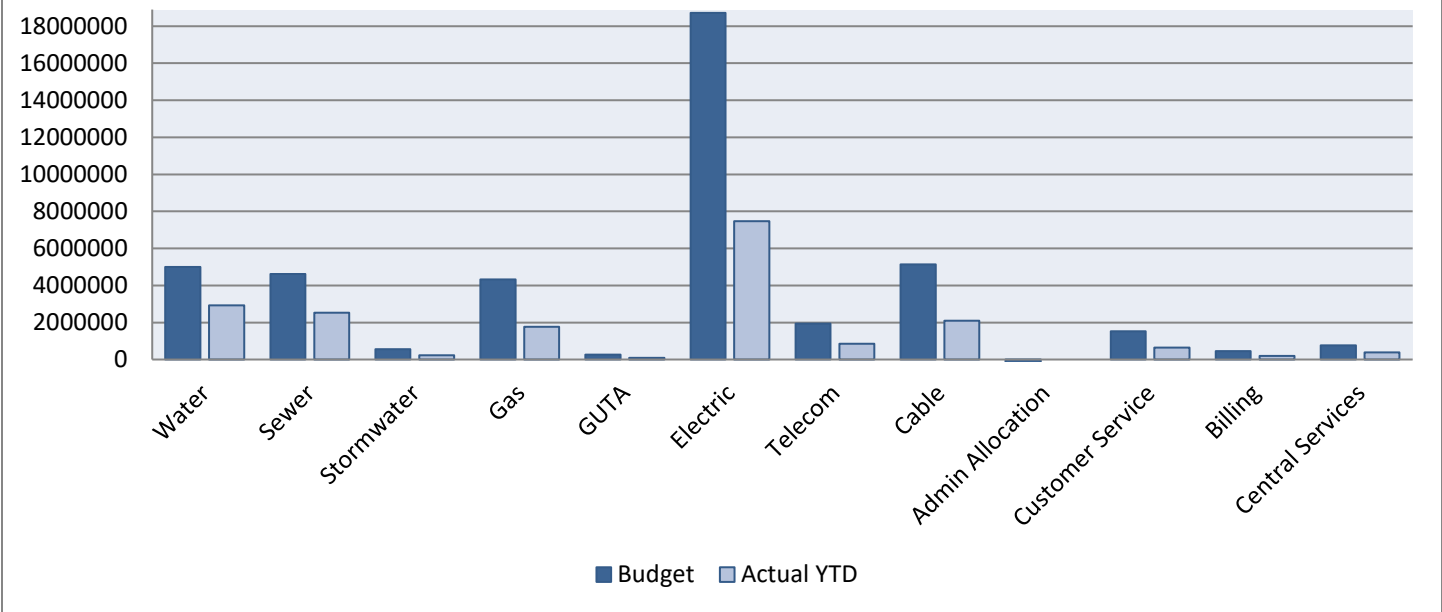
ACTIVIT...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Revenue</b>						
4002 - WATER	5,781,210.00	5,781,210.00	697,206.26	2,641,423.54	-3,139,786.46	54.31 %
4003 - SEWER	5,065,000.00	5,065,000.00	381,872.39	2,411,346.94	-2,653,653.06	52.39 %
4005 - GAS	3,951,129.00	3,951,129.00	251,559.47	2,169,946.80	-1,781,182.20	45.08 %
4006 - GUTA	130,000.00	130,000.00	21,190.00	36,435.00	-93,565.00	71.97 %
4008 - ELECTRIC	19,950,000.00	19,950,000.00	1,843,243.86	7,524,916.27	-12,425,083.73	62.28 %
4009 - TELECOM & INTERNET	3,170,000.00	3,170,000.00	310,552.40	1,356,273.88	-1,813,726.12	57.22 %
4010 - CABLE TV	3,565,000.00	3,565,000.00	304,029.40	1,364,473.83	-2,200,526.17	61.73 %
4012 - UTIL FINANCE	0.00	0.00	293,483.12	374,322.55	374,322.55	0.00 %
<b>Revenue Total:</b>	<b>41,612,339.00</b>	<b>41,612,339.00</b>	<b>4,103,136.90</b>	<b>17,879,138.81</b>	<b>-23,733,200.19</b>	<b>57.03 %</b>
<b>Expense</b>						
4002 - WATER	4,995,835.56	4,995,835.56	947,117.61	2,917,570.39	2,078,265.17	41.60 %
4003 - SEWER	4,614,483.57	4,614,483.57	709,052.08	2,529,416.79	2,085,066.78	45.19 %
4004 - STORMWATER	557,845.00	557,845.00	38,227.24	235,062.01	322,782.99	57.86 %
4005 - GAS	4,089,875.60	4,089,875.60	294,845.75	1,671,147.62	2,418,727.98	59.14 %
4006 - GUTA	270,911.00	270,911.00	19,779.73	87,726.16	183,184.84	67.62 %
4007 - GEN ADMIN WSG	227,497.00	227,497.00	26,543.23	94,842.30	132,654.70	58.31 %
4008 - ELECTRIC	18,514,773.00	18,514,773.00	1,420,717.97	7,392,193.06	11,122,579.94	60.07 %
4009 - TELECOM & INTERNET	1,935,546.00	1,935,546.00	178,532.49	845,740.13	1,089,805.87	56.30 %
4010 - CABLE TV	5,140,066.00	5,140,066.00	459,012.59	2,098,249.34	3,041,816.66	59.18 %
4011 - GEN ADMIN ELEC/TELECOM	202,213.00	202,213.00	23,342.93	85,311.91	116,901.09	57.81 %
4012 - UTIL FINANCE	-1,621,919.00	-1,621,919.00	-267,397.72	-1,221,819.00	-400,100.00	24.67 %
4013 - UTIL CUST SVC	1,517,943.26	1,517,943.26	140,829.66	646,530.05	871,413.21	57.41 %
4014 - UTIL BILLING	444,976.00	444,976.00	34,153.24	198,151.56	246,824.44	55.47 %
4015 - CENTRAL SERVICES	722,293.00	722,293.00	92,414.82	377,137.39	345,155.61	47.79 %
<b>Expense Total:</b>	<b>41,612,338.99</b>	<b>41,612,338.99</b>	<b>4,117,171.62</b>	<b>17,957,259.71</b>	<b>23,655,079.28</b>	<b>56.85 %</b>
<b>Report Surplus (Deficit):</b>	<b>0.01</b>	<b>0.01</b>	<b>-14,034.72</b>	<b>-78,120.90</b>	<b>-78,120.91</b>	<b>09,100.00 %</b>

### Utilities Revenue May YTD Budget Comparison



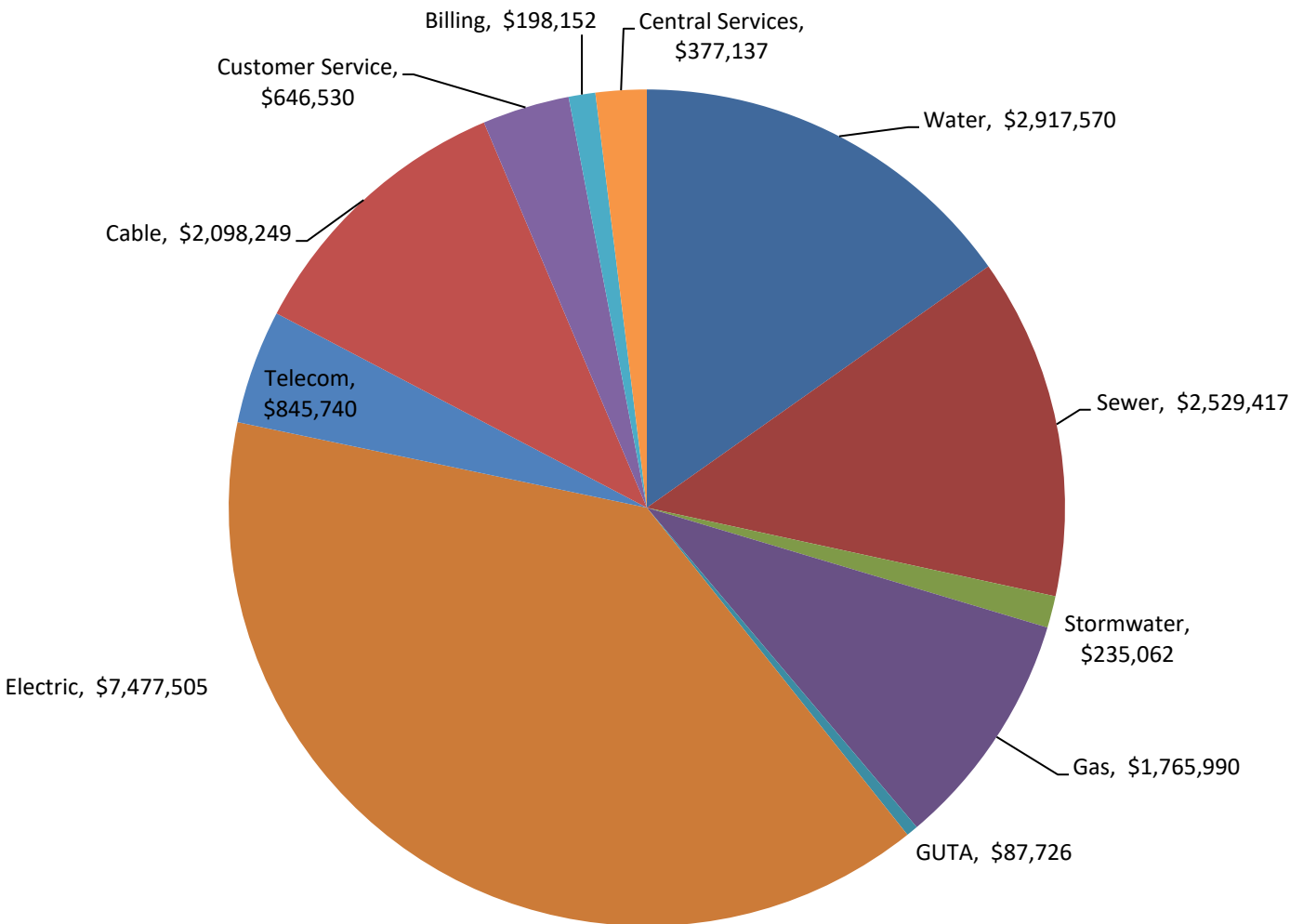
Utility Fund year-to-date revenues for the month totaled \$17,879,139 which is 42.9% of total budgeted revenues of \$41,612,339

### Utilities Expense May YTD Budget Comparison



Utility Fund year-to-date expenses for the month totaled \$17,957,260 which is 43.1% of total budgeted expenses of \$41,612,339

### Utilities Expenses May YTD





Monroe, GA

### Solid Waste Fund

## Monthly Budget Report Group Summary

For Fiscal: 2020 Period Ending: 05/31/2020

DEP...	May Budget	May Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
<b>Revenue</b>									
4520 - SOLID WASTE COLLECTION	174,930.00	188,480.48	13,550.48	7.75 %	874,650.00	906,896.84	32,246.84	3.69 %	2,100,000.00
4530 - SOLID WASTE DISPOSAL	268,186.26	282,736.77	14,550.51	5.43 %	1,340,931.30	1,501,017.09	160,085.79	11.94 %	3,219,523.00
4540 - RECYCLABLES COLLECTION	2,665.60	2,263.51	-402.09	-15.08 %	13,328.00	31,188.44	17,860.44	134.01 %	32,000.00
<b>Total Revenue:</b>	<b>445,781.86</b>	<b>473,480.76</b>	<b>27,698.90</b>	<b>6.21 %</b>	<b>2,228,909.30</b>	<b>2,439,102.37</b>	<b>210,193.07</b>	<b>9.43 %</b>	<b>5,351,523.00</b>
<b>Expense</b>									
4510 - SOLID WASTE ADMINISTRATION	31,416.87	37,240.26	-5,823.39	-18.54 %	157,084.35	134,001.03	23,083.32	14.69 %	377,154.00
4520 - SOLID WASTE COLLECTION	87,244.37	125,853.00	-38,608.63	-44.25 %	436,221.85	466,559.26	-30,337.41	-6.95 %	1,047,352.00
4530 - SOLID WASTE DISPOSAL	237,666.61	319,141.56	-81,474.95	-34.28 %	1,188,333.05	1,055,240.84	133,092.21	11.20 %	2,853,141.00
4540 - RECYCLABLES COLLECTION	13,610.59	7,400.06	6,210.53	45.63 %	68,052.95	34,504.69	33,548.26	49.30 %	163,393.00
4585 - YARD TRIMMINGS COLLECTION	25,807.53	28,007.33	-2,199.80	-8.52 %	129,037.65	108,608.40	20,429.25	15.83 %	309,815.00
9003 - SW - OTHER FINANCING USES	50,035.60	29,408.91	20,626.69	41.22 %	250,178.00	149,959.24	100,218.76	40.06 %	600,667.53
<b>Total Expense:</b>	<b>445,781.57</b>	<b>547,051.12</b>	<b>-101,269.55</b>	<b>-22.72 %</b>	<b>2,228,907.85</b>	<b>1,948,873.46</b>	<b>280,034.39</b>	<b>12.56 %</b>	<b>5,351,522.53</b>
<b>Report Total:</b>	<b>0.29</b>	<b>-73,570.36</b>	<b>-73,570.65</b>		<b>1.45</b>	<b>490,228.91</b>	<b>490,227.46</b>		<b>0.47</b>



# Solid Waste Fund

# Income Statement

## Group Summary

For Fiscal: 2020 Period Ending: 05/31/2020



Monroe, GA

DEPT	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
<b>Revenue</b>					
4520 - SOLID WASTE COLLECTION	2,100,000.00	2,100,000.00	188,480.48	906,896.84	1,193,103.16
4530 - SOLID WASTE DISPOSAL	3,219,523.00	3,219,523.00	282,736.77	1,501,017.09	1,718,505.91
4540 - RECYCLABLES COLLECTION	32,000.00	32,000.00	2,263.51	31,188.44	811.56
<b>Revenue Total:</b>	<b>5,351,523.00</b>	<b>5,351,523.00</b>	<b>473,480.76</b>	<b>2,439,102.37</b>	<b>2,912,420.63</b>
<b>Expense</b>					
4510 - SOLID WASTE ADMINISTRATION	377,154.00	377,154.00	37,240.26	134,001.03	243,152.97
4520 - SOLID WASTE COLLECTION	1,047,352.00	1,047,352.00	125,853.00	466,559.26	580,792.74
4530 - SOLID WASTE DISPOSAL	2,853,141.00	2,853,141.00	319,141.56	1,055,240.84	1,797,900.16
4540 - RECYCLABLES COLLECTION	163,393.00	163,393.00	7,400.06	34,504.69	128,888.31
4585 - YARD TRIMMINGS COLLECTION	309,815.00	309,815.00	28,007.33	108,608.40	201,206.60
9003 - SW - OTHER FINANCING USES	600,667.53	600,667.53	29,408.91	149,959.24	450,708.29
<b>Expense Total:</b>	<b>5,351,522.53</b>	<b>5,351,522.53</b>	<b>547,051.12</b>	<b>1,948,873.46</b>	<b>3,402,649.07</b>
<b>Total Surplus (Deficit):</b>	<b>0.47</b>	<b>0.47</b>	<b>-73,570.36</b>	<b>490,228.91</b>	

Prior-Year Comparative Income Statement

Group Summary

For the Period Ending 05/31/2020



Monroe, GA

Solid Waste Fund

DEP...	2019 May Activity	2020 May Activity	May Variance Favorable / (Unfavorable)	Variance %	2019 YTD Activity	2020 YTD Activity	YTD Variance Favorable / (Unfavorable)	Variance %
<b>Revenue</b>								
4520 - SOLID WASTE COLLECTION	181,279.06	188,480.48	7,201.42	3.97%	880,221.26	906,896.84	26,675.58	3.03%
4530 - SOLID WASTE DISPOSAL	331,702.17	282,736.77	-48,965.40	-14.76%	1,324,104.93	1,501,017.09	176,912.16	13.36%
4540 - RECYCLABLES COLLECTION	-17,001.36	2,263.51	19,264.87	113.31%	13,009.55	31,188.44	18,178.89	139.73%
<b>Revenue Total:</b>	<b>495,979.87</b>	<b>473,480.76</b>	<b>-22,499.11</b>	<b>-4.54%</b>	<b>2,217,335.74</b>	<b>2,439,102.37</b>	<b>221,766.63</b>	<b>10.00%</b>
<b>Expense</b>								
4510 - SOLID WASTE ADMINISTRATION	36,678.57	37,240.26	-561.69	-1.53%	164,351.28	134,001.03	30,350.25	18.47%
4520 - SOLID WASTE COLLECTION	103,233.23	125,853.00	-22,619.77	-21.91%	415,995.90	466,559.26	-50,563.36	-12.15%
4530 - SOLID WASTE DISPOSAL	257,424.48	319,141.56	-61,717.08	-23.97%	830,203.49	1,055,240.84	-225,037.35	-27.11%
4540 - RECYCLABLES COLLECTION	10,904.69	7,400.06	3,504.63	32.14%	38,075.59	34,504.69	3,570.90	9.38%
4585 - YARD TRIMMINGS COLLECTION	28,995.79	28,007.33	988.46	3.41%	108,326.30	108,608.40	-282.10	-0.26%
9003 - SW - OTHER FINANCING USES	30,758.85	29,408.91	1,349.94	4.39%	138,040.38	149,959.24	-11,918.86	-8.63%
<b>Expense Total:</b>	<b>467,995.61</b>	<b>547,051.12</b>	<b>-79,055.51</b>	<b>-16.89%</b>	<b>1,694,992.94</b>	<b>1,948,873.46</b>	<b>-253,880.52</b>	<b>-14.98%</b>
<b>Total Surplus (Deficit):</b>	<b>27,984.26</b>	<b>-73,570.36</b>	<b>-101,554.62</b>	<b>-362.90%</b>	<b>522,342.80</b>	<b>490,228.91</b>	<b>-32,113.89</b>	<b>-6.15%</b>

# Solid Waste Fund

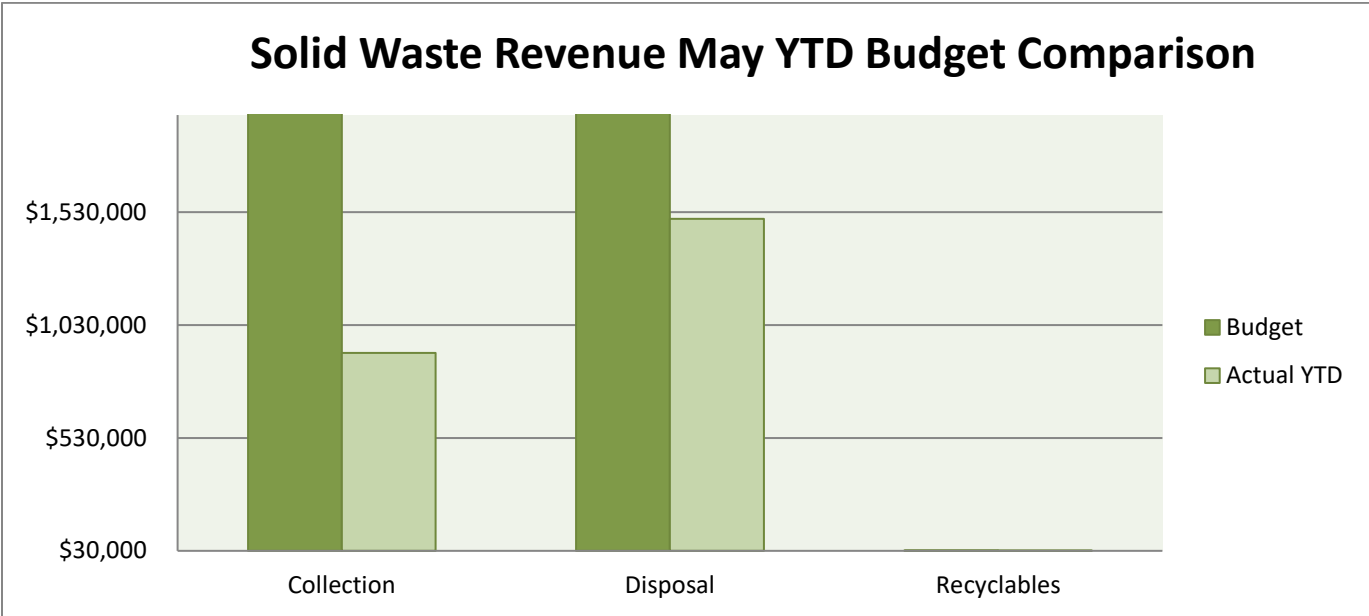
# Budget Report Group Summary



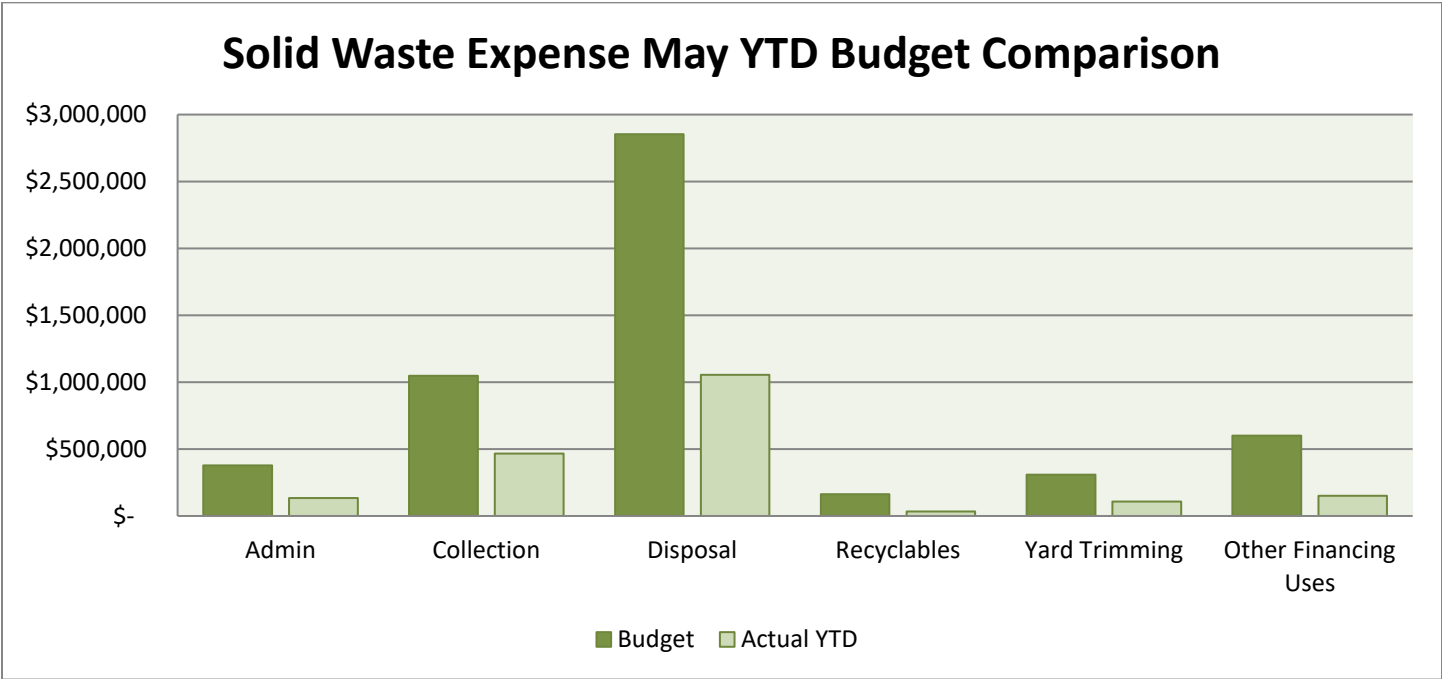
Monroe, GA

For Fiscal: 2020 Period Ending: 05/31/2020

DEP...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Revenue</b>						
4520 - SOLID WASTE COLLECTION	2,100,000.00	2,100,000.00	188,480.48	906,896.84	-1,193,103.16	56.81 %
4530 - SOLID WASTE DISPOSAL	3,219,523.00	3,219,523.00	282,736.77	1,501,017.09	-1,718,505.91	53.38 %
4540 - RECYCLABLES COLLECTION	32,000.00	32,000.00	2,263.51	31,188.44	-811.56	2.54 %
<b>Revenue Total:</b>	<b>5,351,523.00</b>	<b>5,351,523.00</b>	<b>473,480.76</b>	<b>2,439,102.37</b>	<b>-2,912,420.63</b>	<b>54.42 %</b>
<b>Expense</b>						
4510 - SOLID WASTE ADMINISTRATION	377,154.00	377,154.00	37,240.26	134,001.03	243,152.97	64.47 %
4520 - SOLID WASTE COLLECTION	1,047,352.00	1,047,352.00	125,853.00	466,559.26	580,792.74	55.45 %
4530 - SOLID WASTE DISPOSAL	2,853,141.00	2,853,141.00	319,141.56	1,055,240.84	1,797,900.16	63.01 %
4540 - RECYCLABLES COLLECTION	163,393.00	163,393.00	7,400.06	34,504.69	128,888.31	78.88 %
4585 - YARD TRIMMINGS COLLECTION	309,815.00	309,815.00	28,007.33	108,608.40	201,206.60	64.94 %
9003 - SW - OTHER FINANCING USES	600,667.53	600,667.53	29,408.91	149,959.24	450,708.29	75.03 %
<b>Expense Total:</b>	<b>5,351,522.53</b>	<b>5,351,522.53</b>	<b>547,051.12</b>	<b>1,948,873.46</b>	<b>3,402,649.07</b>	<b>63.58 %</b>
<b>Report Surplus (Deficit):</b>	<b>0.47</b>	<b>0.47</b>	<b>-73,570.36</b>	<b>490,228.91</b>	<b>490,228.44</b>	<b>03,923.40 %</b>

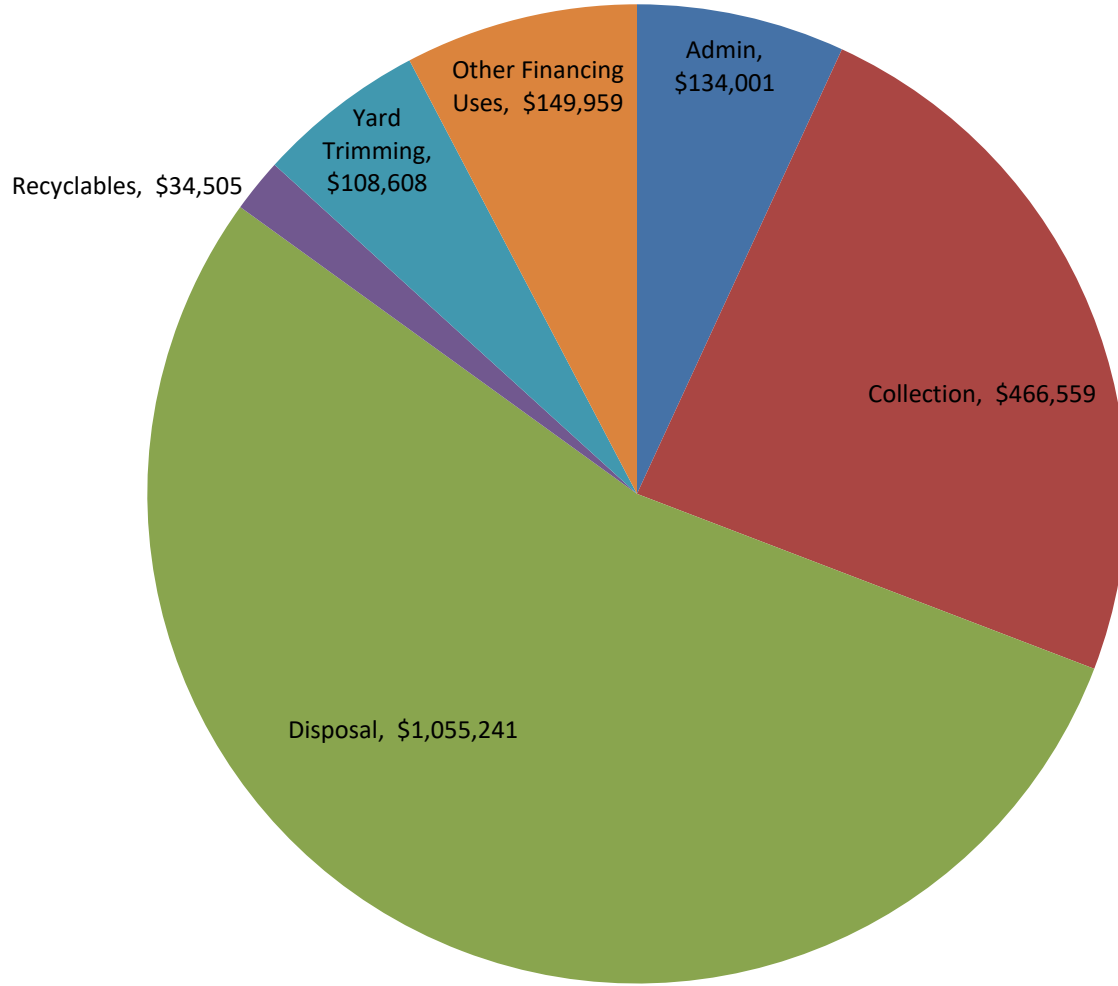


Solid Waste year-to-date revenues for the month totaled \$2,439,102. This is 45.5% of total budgeted revenues of \$5,351,523.



Solid Waste year-to-date expenses for the month totaled \$1,948,873. This is 36.4% of total budgeted expenses of \$5,351,523.

### Solid Waste Expenses May YTD





Performance Indicators	May-20	Apr-20	Mar-20	Feb-20	Jan-20	Dec-19	Nov-19	Oct-19	Sep-19	Aug-19	Jul-19	Jun-19	May-19
Special Local Option Sales Tax - 2019		200,718	165,941	151,282	120,601	226,058	178,471	176,351	167,143	177,725	168,785	172,164	180,699
<b>Personnel</b>													
<b>Payroll &amp; Benefits</b>													
Budgeted Positions	258	258	258	258	258	244	244	244	244	243	243	242	242
Filled Positions	241	241	240	238	236	236	236	236	236	232	229	232	236
Vacancies	17	17	18	20	22	8	8	8	8	11	14	10	6
Unfunded Positions	38	38	38	38	38	38	38	38	38	38	38	37	37
Clinic Appointment Capacity	-	-	219	208	216	190	205	285	210	242	236	224	229
Clinic Ancillary Visits	-	-	13	23	22	15	28	67	20	28	18	24	15
Clinic Utilization Percentage	-	-	52%	74%	69%	65%	69%	72%	62%	64%	57%	60%	55%
Clinic No Shows	-	-	13	13	13	14	9	21	16	9	7	14	8
Clinic Utilization2	-	-	88	117	113	95	104	118	95	117	110	96	103

# AIRPORT

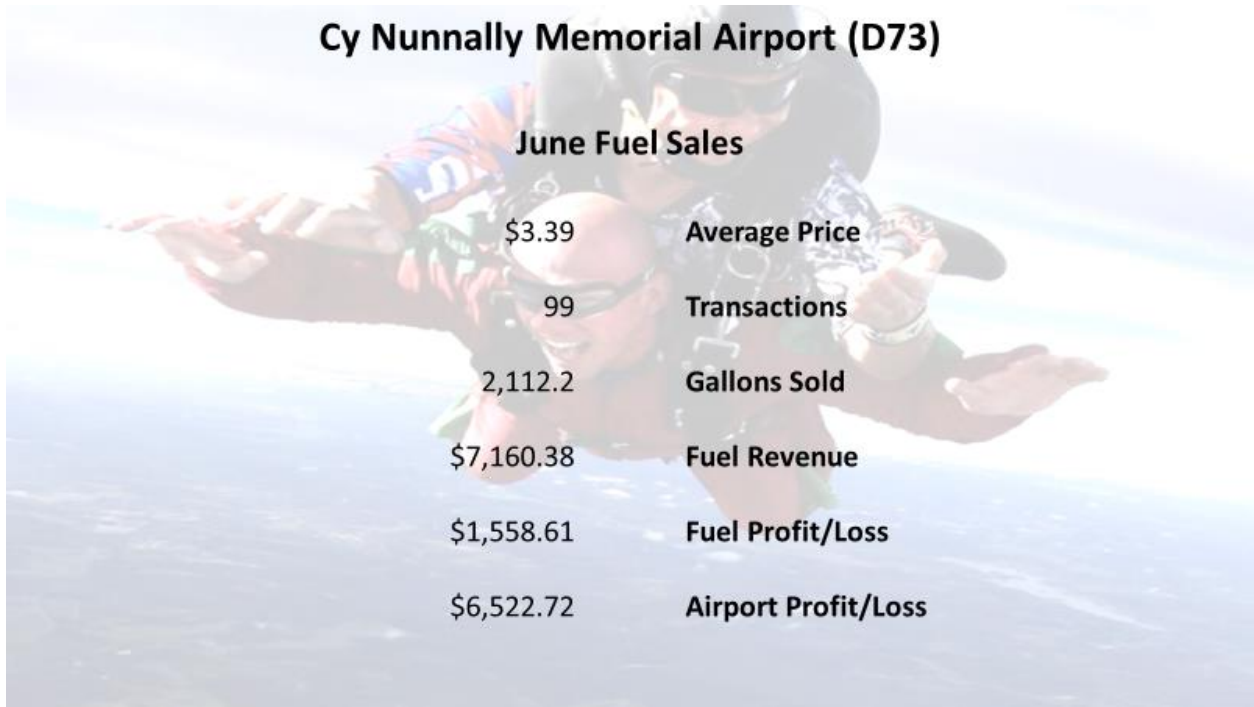
## MONTHLY REPORT

### JULY 2020

	2020 January	2020 February	2020 March	2020 April	2020 May	2020 June	2019 June	2019 July	2019 August	2019 September	2019 October	2019 November	2019 December	Monthly Average	Yearly Totals
<b>100LL AVGAS</b>															
100LL AvGas Sale Price	\$4.19	\$4.19	\$4.19	\$4.19	\$3.95	\$3.39	\$4.29	\$4.19	\$4.19	\$4.19	\$4.19	\$4.19	\$4.19	\$4.12	
Transactions	76	39	68	59	73	99	91	102	100	127	93	112	85	86.5	1124
Gallons Sold	1,911.2	933.1	1,642.8	1,212.7	1,556.1	2,112.2	2,445.7	2,210.7	2,660.2	3,157.1	2,203.0	2,400.2	1,880.8	2,025.1	26,325.7
AvGas Revenue	\$8,007.92	\$3,909.73	\$6,883.16	\$5,081.11	\$6,140.35	\$7,160.38	\$10,492.01	\$9,263.00	\$11,146.15	\$13,228.30	\$9,230.74	\$10,056.92	\$7,880.41	\$8,344.63	\$108,480.18
AvGas Profit/Loss	\$887.11	\$425.46	\$760.38	\$557.40	\$366.49	\$1,558.61	\$669.55	\$989.37	\$1,193.55	\$1,419.28	\$1,127.31	\$1,229.55	\$960.20	\$934.17	\$12,144.26
<b>GENERAL REVENUE/EXPENSE</b>															
Hangar Rental	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$4,200.00	\$54,600.00
Lease Agreements	\$4,165.07	\$4,165.07	\$4,165.07	\$4,165.07	\$4,165.07	\$4,165.07	\$4,115.07	\$3,015.07	\$3,015.07	\$3,015.07	\$3,015.07	\$3,015.07	\$3,015.07	\$3,015.07	\$3,630.45
Grounds Maintenance	\$535.00	\$535.00	\$535.00	\$535.00	\$535.00	\$535.00	\$360.00	\$360.00	\$360.00	\$2,580.00	\$535.00	\$535.00	\$535.00	\$651.92	\$8,475.00
Buildings Maintenance	\$380.00	\$545.00	\$1,545.77	\$380.00	\$380.00	\$380.00	\$300.00	\$1,463.49	\$1,150.00	\$580.00	\$764.29	\$533.17	\$749.17	\$703.91	\$9,150.89
Equipment Maintenance	\$676.22	\$1,871.70	\$510.33	\$4,914.00	\$106.46	\$106.46	\$116.98	\$1,136.98	\$116.98	\$116.98	\$471.16	\$166.98	\$1,191.36	\$884.81	\$11,502.59
Airport Profit/Loss	\$5,363.54	\$3,541.41	\$4,236.93	\$713.97	\$5,330.60	\$6,522.72	\$5,910.22	\$2,946.55	\$4,484.22	\$3,081.33	\$4,274.51	\$4,912.05	\$3,402.32	\$4,209.26	\$54,720.37



# PROJECTS & UPDATES



**Cy Nunnally Memorial Airport (D73)**

**June Fuel Sales**

\$3.39	<b>Average Price</b>
99	<b>Transactions</b>
2,112.2	<b>Gallons Sold</b>
\$7,160.38	<b>Fuel Revenue</b>
\$1,558.61	<b>Fuel Profit/Loss</b>
\$6,522.72	<b>Airport Profit/Loss</b>

## CARES ACT

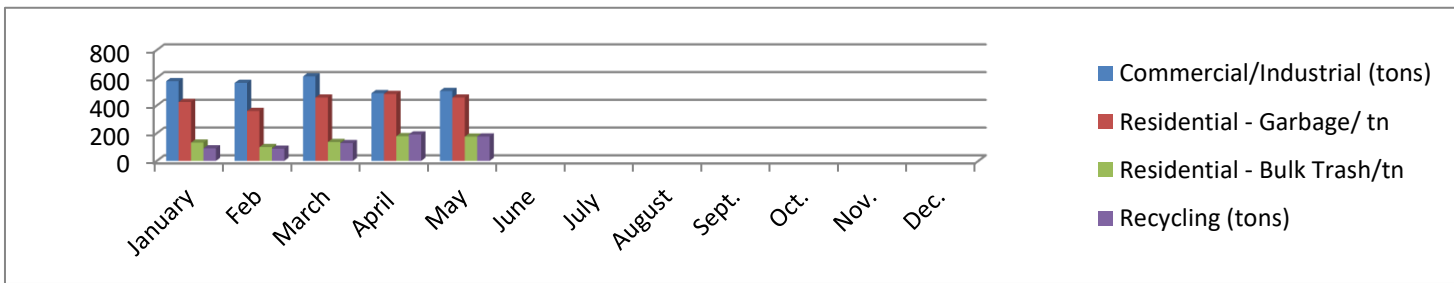
The City of Monroe has approved its participation for the Coronavirus Aid, Relief, and Economic Security (CARES) Act assistance program for the Cy Nunnally Memorial Airport. The CARES Act is set to provide \$10 billion in funding to eligible U.S. airports, of which \$410 million is allotted to the state of Georgia airports affected by the ongoing pandemic. The Cy Nunnally Memorial Airport is eligible for \$30 thousand in relief funding through this Act. Assistance documentation has been submitted and the City should expect a portion of the relief funds during the month of July.



**SOLID WASTE  
DEPARTMENT  
MONTHLY REPORT  
JULY  
2020**

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2020	January	Feb	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.
Commercial/Industrial (tons)	574.6	562.36	608.95	488.36	504.27							
Residential - Garbage/ tn	425.13	359.8	456.71	482.54	456.42							
Residential - Bulk Trash/tn	131.86	99.52	136.05	178.11	174.9							
Recycling (tons)	90.43	87.87	127.84	190.36	175.58							
Transfer Station (tons)	7,839.84	7,037.56	8,537.69	7,094.03	7,500.70							
Customers (TS)	16	16	16	16	16							
Sweeper debris (tons)	11.43	9.46	11.8	28.26	67.12							
Storm drain debris (tons)	0.08	0.30	0.22	0.55								
	January	Feb	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.
Recycling - Yard Trim (tons)	47.99	44.03	81.65	144.24	132.77							
Recycling - Curbside (tons)	33.27	17.05	25.98	29.67	27.1							
Recycling - Cardboard (tons)	2.98	15.62	10.44	6.31	6.72							
Recycling - Scrap Metal (tons)	5.24	9.54	8.7	3.99								
Recycling - Scrap tires (tons)	46 (.95)	79 (1.63)	52 (1.07)	298 (6.15)	436 (8.99)							
Recycling - C & D (tons)												
Garbage carts (each)	64	69	59	58	184							
Recycling bins (each)	21	15	22	41	29							
Dumpsters (each)	4	3	3	2	5							
Lids (each)												
Cemetery Permits	5	5	4	4	5							



**Note:**

**1,135.59 tons of trash /garbage collected and disposed.**

**175.58 tons of recycled materials collected, including scrap tires.**

ITEMS OF INTEREST

I. Transfer Station Site Improvements – Project updates.

Project List:

- Repair/Resurface concrete tipping floor: **Complete!**
- Welding: Extend metal plate on the right inside push wall and the back plate wall, inside the lower floor. **50% Complete! (Back plate wall; Done – June 27, 2020)**
- Privacy Fence: Install 520’ of 6’ galvanized fencing with mesh screen, along the property line, to help control litter. **95% Complete!**

II. Transfer Station tonnage report: Deposited 7,500.70 tons in May. An increase of 419.45 tons compared to May 2019.

III. Curbside Glass collection will start August 3, 2020. *See attached flyer!*

Dps

# CURBSIDE GLASS RECYCLING

## GLASS BOTTLES OR JARS ONLY!

The following items are NOT accepted:

- Ceramics (Plates & Dishes)
- Pyrex
- Windshields
- Windows, Mirrors
- Light Bulbs



## Beginning August 3<sup>rd</sup> ...

Citizens who wish to participate are encouraged to contact the Solid Waste Department to request an 18-gallon recycling bin.



CITY OF MONROE SOLID WASTE DEPARTMENT  
213 Cherry Hill Road, Monroe, GA 30655  
(770) 267-6933 | [www.monroega.gov/solidwaste/page/recycling](http://www.monroega.gov/solidwaste/page/recycling)



**STREETS AND  
TRANSPORTATION  
DEPARTMENT  
MONTHLY REPORT  
JULY  
2020**

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ELECTRIC & TELECOM  
DEPARTMENT  
MONTHLY REPORT

JULY

# Items of Interest

New Line Truck Delivered.

3 Phase Feeders Under Construction on Station 2 to Correct Unbalanced Circuit.

Pavilion Project Design Update.

# **ELECTRIC: MONTHLY DIRECTOR'S REPORT**

REPORTING PERIOD: 05/2020 | FY 2020



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 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	FY 2020	AS BUDGET	FY 2019
<b>REVENUES</b>	<b>\$ 1.445M</b>	<b>\$ 1.493M</b>	<b>\$ 1.822M</b>	<b>\$ 1.369M</b>	<b>\$ 1.350M</b>								<b>\$ 7.478M</b>	<b>\$ 8.229M</b>	<b>\$ 8.439M</b>
PERSONNEL COSTS	\$ 0.098M	\$ 0.094M	\$ 0.109M	\$ 0.107M	\$ 0.166M								\$ 0.574M	\$ 0.546M	\$ 0.544M
CONTRACTED SVC	\$ 0.038M	\$ 0.062M	\$ 0.045M	\$ 0.053M	\$ 0.051M								\$ 0.250M	\$ 0.252M	\$ 0.237M
SUPPLIES	\$ 0.998M	\$ 1.045M	\$ 1.014M	\$ 0.965M	\$ 0.966M								\$ 4.988M	\$ 5.279M	\$ 5.494M
CAPITAL OUTLAY	\$ 0.006M	\$ 0.071M	\$ 0.355M	\$ 0.114M	\$ 0.040M								\$ 0.586M	\$ -	\$ 0.167M
DEPRECIATION	\$ -	\$ -	\$ 0.089M	\$ 0.033M	\$ 0.030M								\$ 0.152M	\$ 0.063M	\$ -
<b>EXPENSES</b>	<b>\$ 1.141M</b>	<b>\$ 1.271M</b>	<b>\$ 1.613M</b>	<b>\$ 1.271M</b>	<b>\$ 1.254M</b>								<b>\$ 6.550M</b>	<b>\$ 6.141M</b>	<b>\$ 6.442M</b>
<b>FUND TRANSFERS</b>	<b>\$ 0.280M</b>	<b>\$ 0.288M</b>	<b>\$ 0.330M</b>	<b>\$ 0.328M</b>	<b>\$ 0.305M</b>								<b>\$ 1.530M</b>	<b>\$ 1.637M</b>	<b>\$ 2.042M</b>
<b>MARGIN W/O TRANSFERS</b>	<b>\$ 0.304M</b>	<b>\$ 0.222M</b>	<b>\$ 0.208M</b>	<b>\$ 0.098M</b>	<b>\$ 0.097M</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 0.928M</b>	<b>\$ 2.089M</b>	<b>\$ 4.038M</b>
<b>MARGIN W/ TRANSFER</b>	<b>\$ 0.024M</b>	<b>\$ (0.066M)</b>	<b>\$ (0.121M)</b>	<b>\$ (0.230M)</b>	<b>\$ (0.208M)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (0.602M)</b>	<b>\$ 2.089M</b>	<b>\$ 1.996M</b>
MCT CREDIT/YES	\$ 0.100M	\$ -	\$ -	\$ -	\$ 0.533M	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.633M	\$ 0.200M	\$ (0.800M)

\*Year End Settlement excluded due to fluctuations year to year.

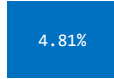
12-MO PURCHASED KWH's



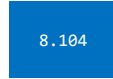
12-MO RETAIL KWH's



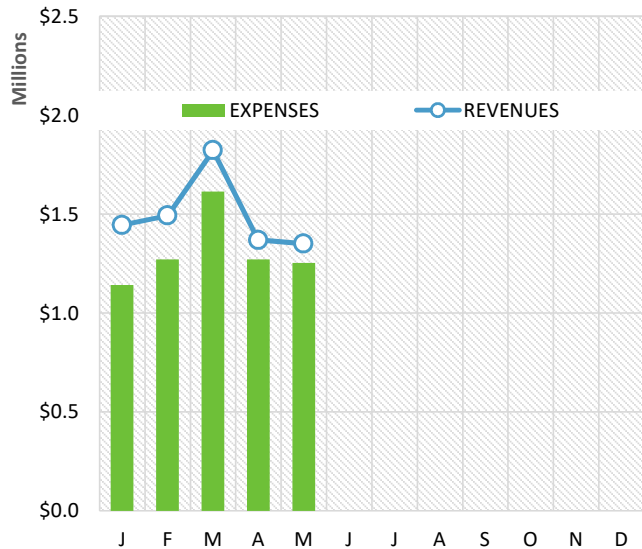
12-MO LINE LOSS



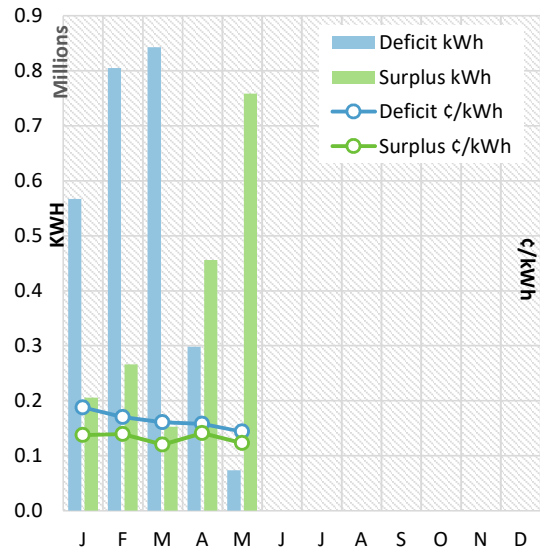
12-MO WHOLESALE \$/kWh



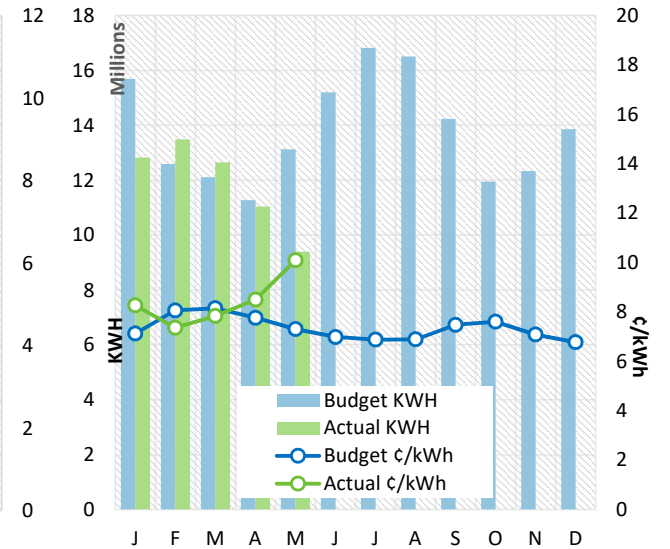
**REVENUES vs. EXPENSES**



**DEFICIT PURCHASES vs. SURPLUS SALES**



**MEAG BUDGET vs. ACTUAL**



# RETAIL SALES REPORT

Jan 2020 Feb 2020 Mar 2020 Apr 2020 May 2020 Jun 2020 Jul 2020 Aug 2020 Sep 2020 Oct 2020 Nov 2020 Dec 2020

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## CUSTOMER COUNT

Residential	5,540	5,556	5,576	5,604	5,593
Commercial	859	856	860	859	861
Industrial	1	1	1	1	1
City	50	52	52	52	50
<b>Total</b>	<b>6,450</b>	<b>6,465</b>	<b>6,489</b>	<b>6,516</b>	<b>6,505</b>

Year-Over-Year Δ 0.02% 1.56% -2.73% 2.21% 2.12%

## KWH

Residential	6.247M	6.394M	6.494M	5.606M	4.329M
Commercial	4.534M	4.798M	4.884M	4.931M	3.980M
Industrial	0.424M	0.455M	0.455M	0.439M	0.239M
City	0.370M	0.424M	0.436M	0.410M	0.343M
<b>Total</b>	<b>11.575M</b>	<b>12.071M</b>	<b>12.269M</b>	<b>11.386M</b>	<b>8.891M</b>

Year-Over-Year Δ -14.04% -9.64% -6.71% 3.51% -16.47%

## REVENUE

Residential	\$ 0.682M	\$ 0.696M	\$ 0.706M	\$ 0.622M	\$ 0.560M
Commercial	\$ 0.613M	\$ 0.580M	\$ 0.630M	\$ 0.609M	\$ 0.541M
Industrial	\$ 0.041M	\$ 0.043M	\$ 0.043M	\$ 0.042M	\$ 0.030M
Other	\$ 0.000M	\$ 0.000M	\$ 0.000M	\$ 0.000M	\$ 0.000M
City	\$ 0.035M	\$ 0.041M	\$ 0.042M	\$ 0.039M	\$ 0.033M
<b>Total</b>	<b>\$ 1.372M</b>	<b>\$ 1.360M</b>	<b>\$ 1.421M</b>	<b>\$ 1.313M</b>	<b>\$ 1.164M</b>

Year-Over-Year Δ -24.45% -18.39% -13.03% -7.49% -20.27%

# SALES STATISTICS

[Jan 2020](#)
[Feb 2020](#)
[Mar 2020](#)
[Apr 2020](#)
[May 2020](#)
[Jun 2020](#)
[Jul 2020](#)
[Aug 2020](#)
[Sep 2020](#)
[Oct 2020](#)
[Nov 2020](#)
[Dec 2020](#)

YTD

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## AVERAGE KWH/CUSTOMER

Residential	1,128	1,151	1,165	1,000	774	1,043
Commercial	5,278	5,605	5,679	5,741	4,622	5,385
Industrial	424,278	455,410	455,192	438,906	238,611	402,479
City	7,404	8,154	8,394	7,878	6,867	7,740

## AVERAGE \$/CUSTOMER

Residential	\$123	\$125	\$127	\$111	\$100	\$117
Commercial	\$713	\$677	\$732	\$709	\$629	\$692
Industrial	\$41,442	\$43,429	\$43,418	\$42,374	\$29,564	\$40,045
City	\$709	\$781	\$803	\$754	\$657	\$741

## AVERAGE \$/KWH

Residential	\$0.1092	\$0.1089	\$0.1087	\$0.1109	\$0.1294	\$0.1134
Commercial	\$0.1352	\$0.1208	\$0.1290	\$0.1235	\$0.1360	\$0.1289
Industrial	\$0.0977	\$0.0954	\$0.0954	\$0.0965	\$0.1239	\$0.1018
City	\$0.0957	\$0.0957	\$0.0957	\$0.0957	\$0.0956	\$0.0957
<b>Average</b>	<b>\$0.1094</b>	<b>\$0.1052</b>	<b>\$0.1072</b>	<b>\$0.1067</b>	<b>\$0.1212</b>	<b>\$0.1099</b>

MOST RECENT  
12-MONTH

	May 2020	May 2019	FY2020 YTD	FY2019 YTD	
<b>POWER SUPPLY COSTS</b>					
MEAG Project Power	\$ 764,785	\$ 799,151	\$ 3,857,642	\$ 4,279,391	\$ 10,091,342
Transmission	98,119	89,896	515,417	470,890	1,207,528
Supplemental	25,441	15,763	255,690	343,329	694,356
SEPA	57,291	66,797	290,156	316,764	684,260
Other Adjustments	988	898	4,644	4,453	10,931
<b>TOTAL POWER SUPPLY COSTS</b>	<b>\$ 946,624</b>	<b>\$ 972,505</b>	<b>\$ 4,923,549</b>	<b>\$ 5,414,828</b>	<b>\$ 12,688,417</b>
<b>AS BUDGET</b>	<b>956,854</b>	<b>957,499</b>	<b>4,943,414</b>	<b>4,961,383</b>	<b>12,118,194</b>
<b>% ACTUAL TO BUDGET</b>	<b>98.93%</b>	<b>101.57%</b>	<b>99.60%</b>	<b>109.14%</b>	<b>104.71%</b>

**PEAKS & ENERGY**

## Peaks (KW)

Coincident Peak (CP)	17,111	24,011	30,310	31,436	34,831
Non-Coincident Peak (NCP)	17,688	24,011	30,310	31,436	35,441
CP (BUDGET)	28,682	28,502	34,512	32,430	34,512
NCP (BUDGET)	29,526	29,221	34,905	32,818	35,241

## Energy (KWH)

MEAG Energy	8,117,313	9,416,026	48,643,504	47,682,108	134,399,084
Supplemental Purchases (or sales)	(410,814)	(1,010,526)	2,534,436	4,200,305	6,393,299
SEPA Energy	1,680,763	2,179,172	8,184,421	10,421,189	15,778,315
<b>Total Energy (KWH)</b>	<b>9,387,263</b>	<b>10,584,672</b>	<b>59,362,361</b>	<b>62,303,602</b>	<b>156,570,698</b>
<b>AS BUDGET</b>	<b>13,120,000</b>	<b>12,944,000</b>	<b>64,743,000</b>	<b>64,339,000</b>	<b>164,981,000</b>
<b>% ACTUAL TO BUDGET</b>	<b>71.55%</b>	<b>81.77%</b>	<b>91.69%</b>	<b>96.84%</b>	<b>94.90%</b>

CP Load Factor	76.20%	61.23%	22.36%	22.62%	51.31%
NCP Load Factor	73.71%	61.23%	22.36%	22.62%	50.43%
% Supplemental	4.19%	8.72%	4.27%	6.74%	4.08%

**UNIT COSTS (¢/kWh)**

Bulk Power	11.5739	10.9552	8.8068	9.5912	8.3116
Supplemental	6.1928	1.5599	10.0886	8.1739	10.8607
SEPA Energy	3.4086	3.0653	3.5452	3.0396	4.3367
MEAG Total	10.0841	9.1879	8.2941	8.6910	8.1040

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

MOST RECENT  
12-MONTH

May 2020

May 2019

FY2020 YTD

FY2019 YTD

## SALES REVENUES

ELECTRIC SALES	\$ 1,263,205	\$ 1,423,076	\$ 6,624,679	\$ 7,812,861	\$ 18,230,846
<b>SALES REVENUES (ACTUAL)</b>	<b>\$ 1,263,205</b>	<b>\$ 1,423,076</b>	<b>\$ 6,624,679</b>	<b>\$ 7,812,861</b>	<b>\$ 18,230,846</b>
AS BUDGET	\$ 1,583,333	\$ 1,508,333	\$ 1,583,333	\$ 1,508,333	Not Applicable
% ACTUAL TO BUDGET	79.78%	94.35%	418.40%	517.98%	Not Applicable

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

## OTHER REVENUES

OP REVENUE	34,909	37,120	169,708	178,526	408,697
FEDERAL GRANT	-	-	-	-	-
MISC REVENUE	325	-	7,325	-	125,163
CONTRIBUTED CAPITAL	-	-	-	-	207,084
SALE OF FIXED ASSETS	-	-	-	-	656
GAIN UTILITIES ASSETS	-	-	-	-	656
REIMB DAMAGED PROPERTY	-	3,279	-	6,558	3,742
CUST ACCT FEES	-	-	-	-	-
OTHER REV	-	-	-	-	-
ADMIN ALLOC	12,056	67,766	90,456	282,922	431,122
INT/INVEST INCOME	-	-	-	-	-
STATE GRANTS	-	-	-	-	-
SALE OF RECYCLED MATERIALS	-	-	-	-	159
<b>OTHER REVENUES (ACTUAL)</b>	<b>\$ 47,290</b>	<b>\$ 108,164</b>	<b>\$ 267,489</b>	<b>\$ 468,006</b>	<b>\$ 1,177,278</b>
AS BUDGET	\$ 62,500	\$ 71,796	\$ 312,500	\$ 358,982	Not Applicable
% ACTUAL TO BUDGET	75.66%	150.65%	85.60%	130.37%	Not Applicable

## TRANSFER

Transfer From CIP	39,979	1	586,155	157,715	920,895
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<b>TOTAL REVENUES (ACTUAL)</b>	<b>\$ 1,350,475</b>	<b>\$ 1,531,241</b>	<b>\$ 7,478,323</b>	<b>\$ 8,438,581</b>	<b>\$ 20,329,019</b>
AS BUDGET	\$ 1,645,833	\$ 1,580,130	\$ 8,229,167	\$ 7,900,648	Not Applicable
% ACTUAL TO BUDGET	82.05%	96.91%	90.88%	106.81%	Not Applicable

MEAG YES/PART CONTR/MCT CREDIT	\$ 532,748	\$ 375,685	\$ 632,748	\$ 850,999	\$ 1,307,434
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Note on MEAG Credit/YES/Participant Contribution: excluded from revenues



	May 2020	May 2019	FY2020 YTD	FY2019 YTD	12-MONTH
<b>PERSONNEL</b>					
Compensation	\$ 125,326	\$ 112,432	\$ 428,574	\$ 396,101	\$ 1,041,034
Benefits	40,278	41,047	144,967	148,065	316,873
<b>PERSONNEL (ACTUAL)</b>	<b>\$ 165,604</b>	<b>\$ 153,479</b>	<b>\$ 573,541</b>	<b>\$ 544,165</b>	<b>\$ 1,357,907</b>
AS BUDGET	\$ 109,087	\$ 100,508	\$ 545,434	\$ 502,540	Not Applicable
% ACTUAL TO BUDGET	151.81%	152.70%	105.15%	108.28%	Not Applicable
<b>CONTRACTED SERVICES</b>					
Consulting	\$ -	\$ -	\$ 17,346	\$ 180	\$ 18,431
Landfill Fees	-	-	-	-	-
Holiday Event	-	-	-	-	8,135
Maintenance Contracts	279	891	2,501	2,285	5,662
Rents/Leases	454	254	2,191	1,642	6,196
Repairs & Maintenance (Outside)	6,010	5,985	12,230	17,851	58,217
Landfill Fees	-	-	-	-	-
Other Contract Svcs	-	-	-	-	-
Comm Svcs	1,568	1,755	7,876	6,293	20,120
Postage	-	-	-	-	176
Public Relations	-	-	-	-	720
Mkt Expense	1,646	-	1,646	23,238	9,900
Printing	-	-	-	-	-
Dues & Sub	-	-	-	-	-
Travel	-	709	368	2,011	6,902
Vehicle Tag & Title Fee	-	-	-	-	24
Ga Dept Rev Fee	-	-	-	800	100
Fees	-	-	319	300	319
Training & Ed	-	-	-	1,500	1,539
Contract Labor	41,444	43,533	205,223	181,042	456,823
Shipping/Freight	-	-	368	85	1,088
<b>CONTRACTED SERVICES (ACTUAL)</b>	<b>\$ 51,401</b>	<b>\$ 53,128</b>	<b>\$ 250,068</b>	<b>\$ 237,225</b>	<b>\$ 594,439</b>
AS BUDGET	\$ 50,357	\$ 47,923	\$ 251,783	\$ 239,617	Not Applicable
% ACTUAL TO BUDGET	102.07%	110.86%	99.32%	99.00%	Not Applicable

	May 2020	May 2019	FY2020 YTD	FY2019 YTD	MOST RECENT 12-MONTH
<b>SUPPLIES</b>					
Office Supplies	-	41	1,109	643	2,684
Postage	-	-	-	-	-
Auto Parts	467	-	860	628	2,907
Construction Materials	1,336	-	7,476	331	19,705
Damage Claims	-	-	-	-	-
Expendable Fluids	-	-	36	-	36
Tires	112	-	1,114	5,990	6,631
Uniform Expense	-	-	4,832	2,200	17,433
Janitorial	145	145	1,056	914	3,180
Computer Equipment	-	-	-	3,796	7,225
R & M Buildings - Inside	-	-	-	-	4,463
Parks & Grounds R & M Inside	-	-	-	-	-
Util Costs - Util Fund	449	443	5,779	6,479	10,552
Covid-19 Expenses	1,625	-	1,625	-	1,625
Streetlights	-	-	-	-	-
Auto & Truck Fuel	1,776	2,011	7,971	8,199	26,357
Food	67	75	665	359	5,503
Sm Tool & Min Equip	2,613	88	6,423	11,128	39,045
Meters	-	-	-	-	-
Lab Supplies	-	-	-	-	-
Sm Oper Supplies	948	1,479	7,810	9,935	35,252
Construction Material	-	-	-	-	-
Tires	-	-	-	-	-
Uniform Exp	-	-	-	-	-
Power Costs	946,624	972,505	4,866,050	5,386,202	11,592,520
Equip Pur (<\$5M)	-	-	-	-	-
Dam Claims	-	-	-	-	-
Misc	-	-	-	-	-
<b>SUPPLIES (ACTUAL)</b>	<b>\$ 966,346</b>	<b>\$ 991,932</b>	<b>\$ 4,988,159</b>	<b>\$ 5,494,051</b>	<b>\$ 12,035,861</b>
AS BUDGET	\$ 1,055,868	\$ 1,020,298	\$ 5,279,342	\$ 5,101,490	Not Applicable
% ACTUAL TO BUDGET	91.52%	97.22%	94.48%	107.70%	Not Applicable
<b>CAPITAL OUTLAY</b>					
Construction In Progress	\$ 39,979	\$ 1	\$ 367,513	\$ 131,300	\$ 634,896
Capital Expenditures	\$ -	\$ -	\$ 218,642	\$ 35,490	\$ 434,431
Depr Exp	\$ 30,351	\$ -	\$ 152,343	\$ -	\$ 440,372
<b>CAPITAL OUTLAY (ACTUAL)</b>	<b>\$ 70,330</b>	<b>\$ 1</b>	<b>\$ 738,498</b>	<b>\$ 166,791</b>	<b>\$ 1,509,699</b>
AS BUDGET	\$ -	\$ -	\$ -	\$ -	Not Applicable
% ACTUAL TO BUDGET	0.00%	0.00%	0.00%	0.00%	Not Applicable
<b>FUND TRANSFERS</b>					
Admin Alloc - Adm Exp	\$ 82,838	\$ 196,805	\$ 416,144	\$ 772,662	\$ 1,553,584
Transfer To Gf	84,199	87,861	425,133	494,766	1,187,517
Transfer To Cip	68,910	77,425	344,552	387,125	958,089
Transfer - E&R	68,910	77,425	344,552	387,125	958,089
<b>FUND TRANSFERS (ACTUAL)</b>	<b>\$ 304,858</b>	<b>\$ 439,516</b>	<b>\$ 1,530,380</b>	<b>\$ 2,041,678</b>	<b>\$ 4,657,280</b>
AS BUDGET	\$ 327,461	\$ 399,677	\$ 1,637,305	\$ 1,998,385	Not Applicable
% ACTUAL TO BUDGET	93.10%	109.97%	93.47%	102.17%	Not Applicable
<b>TOTAL EXPENSES (ACTUAL)</b>	<b>\$ 1,558,539</b>	<b>\$ 1,638,056</b>	<b>\$ 8,080,647</b>	<b>\$ 8,483,910</b>	<b>\$ 20,155,186</b>
AS BUDGET	\$ 1,542,773	\$ 1,568,406	\$ 7,713,864	\$ 7,842,032	Not Applicable
% ACTUAL TO BUDGET	101.02%	104.44%	104.75%	108.19%	Not Applicable

# TELECOM: MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 05/2020 | FY 2020

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CHART 3: RETAIL REVENUES	14-16

COMMENTARY & ANALYSIS

The net operating margin after transfers, FY to date was 3.93%

RECOMMENDATIONS

- \*
- \*
- \*
- \*

MOST RECENT  
12-MONTH

## FINANCIALS

## Revenues

	May 2020	May 2019	FY2020 YTD	FY2019 YTD	MOST RECENT 12-MONTH
RETAIL SALES	\$ 510,724	\$ 506,754	\$ 2,537,587	\$ 2,476,367	\$ 6,105,045
OTHER REVENUES	107,290	154,881	581,131	424,875	1,096,173
ADJUSTMENTS	68,234	27,364	(54,846)	(2,747)	(78,154)
<b>Total Revenues</b>	<b>\$ 686,249</b>	<b>\$ 688,999</b>	<b>\$ 3,063,872</b>	<b>\$ 2,898,495</b>	<b>\$ 7,123,064</b>

## Expenses

PERSONNEL	\$ 92,841	\$ 94,078	\$ 339,736	\$ 328,441	\$ 790,607
PURCHASED & CONTRACTED SVC	7,056	8,023	58,765	56,467	203,797
PURCHASED PROPERTY SERVICES	8,573	10,344	38,511	47,170	110,771
SUPPLIES	94,566	55,060	422,543	173,908	756,383
COST OF GOODS SOLD	302,254	442,178	1,411,454	1,362,816	3,742,927
DEPR, DEBT SVC & OTHER COSTS	98,532	133,335	511,274	403,047	1,136,871
FUND TRANSFERS	33,725	(41,101)	161,056	78,655	469,685
<b>Total Combined Expenses</b>	<b>\$ 637,545</b>	<b>\$ 701,916</b>	<b>\$ 2,943,339</b>	<b>\$ 2,450,503</b>	<b>\$ 7,211,042</b>

## Income

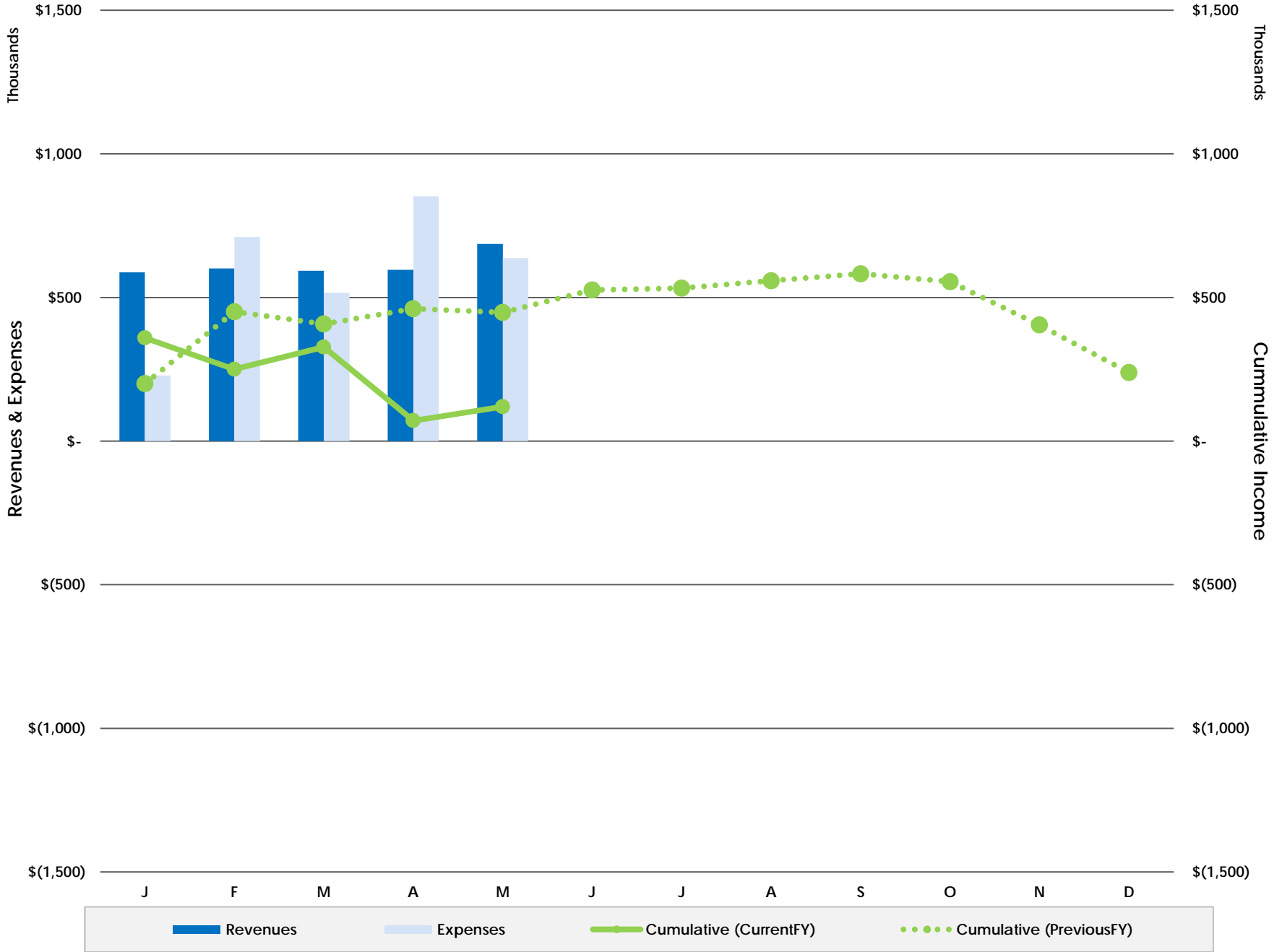
Before Transfer	\$ 82,428	\$ (54,019)	\$ 281,588	\$ 526,648	\$ 381,707
After Transfer	\$ 48,703	\$ (12,918)	\$ 120,532	\$ 447,993	\$ (87,978)

## Margin

Before Transfer	12.01%	-7.84%	9.19%	18.17%	5.36%
After Transfer	7.10%	-1.87%	3.93%	15.46%	-1.24%

Note on Energy Loss: Loss is the difference between *Energy Purchased* and *Retail Sales*. *Energy Purchased* is reported on a calendar month basis by MEAG and SEPA. *Retail Sales* is reported on billing cycle that may not adhere to calendar month. Due to this timing difference, we suggest using Most Recent 12-Month Loss as a better indicator of loss.

CHART 1  
MONTHLY DIRECTOR'S REPORT  
REVENUE, EXPENSE & INCOME SUMMARY  
FISCAL YEAR 2020



MOST RECENT  
12-MONTH

	May 2020	May 2019	FY2020 YTD	FY2019 YTD	
<b>RETAIL SALES</b>					
<i>Note on Telecom Sales: Detail break-down for individual rate class is shown in TELECOM: RETAIL SALES section.</i>					
CABLE TELEVISION	\$ 222,516	\$ 247,770	\$ 1,128,744	\$ 1,213,120	\$ 2,788,879
DVR SERVICE	19,191	20,863	96,850	101,528	236,787
FIBER OPTICS	46,179	44,437	229,493	215,695	549,769
INTERNET	189,706	172,731	916,860	840,855	2,135,636
TELEPHONE	30,765	17,623	153,103	88,139	360,197
SET TOP BOX	2,367	3,330	12,537	17,030	33,778
<b>Total RETAIL SALES (ACTUAL)</b>	<b>\$ 510,724</b>	<b>\$ 506,754</b>	<b>\$ 2,537,587</b>	<b>\$ 2,476,367</b>	<b>\$ 6,105,045</b>
<b>OTHER REVENUES</b>					
CATV INSTALL/UPGRADE	\$ 725	\$ 1,744	\$ 18,175	\$ 8,859	\$ 38,847
MARKETPLACE ADS	-	25	-	25	-
PHONE FEES	834	10,178	3,078	52,004	28,427
EQUIPMENT SALES	7,790	2,387	38,854	12,710	65,037
MODEM RENTAL	1,928	7,430	9,621	37,102	45,423
VIDEO PRODUCTION REVENUE	-	-	-	-	-
MISCELLANEOUS	4,630	7,628	40,216	46,101	114,148
ADMIN ALLOCATION	12,056	26,255	90,456	109,615	222,442
CONTRIBUTED CAPITAL	-	-	-	-	-
Transfer from CIP	71,667	99,234	343,124	158,460	516,543
MISCELLANEOUS	7,661	-	37,608	-	65,306
<b>Total OTHER REVENUES ACTUAL</b>	<b>\$ 107,290</b>	<b>\$ 154,881</b>	<b>\$ 581,131</b>	<b>\$ 424,875</b>	<b>\$ 1,096,173</b>
<b>Adjustment</b>	<b>\$ 68,234</b>	<b>\$ 27,364</b>	<b>\$ (54,846)</b>	<b>\$ (2,747)</b>	<b>\$ (78,154)</b>
<i>Note: Adjustment added to match Financials</i>					
<b>TOTAL REVENUES (ACTUAL)</b>	<b>\$ 686,249</b>	<b>\$ 688,999</b>	<b>\$ 3,063,872</b>	<b>\$ 2,898,495</b>	<b>\$ 7,123,064</b>

SUMMARY

	May 2020	May 2019	FY2020 YTD	FY2019 YTD	
Personnel	\$ 92,841	\$ 94,078	\$ 339,736	\$ 328,441	\$ 790,607
Purchased & Contracted Svc	7,056	8,023	58,765	56,467	203,797
Purchased Property Services	8,573	10,344	38,511	47,170	110,771
Supplies	94,566	55,060	422,543	173,908	756,383
Cost of Goods Sold	302,254	442,178	1,411,454	1,362,816	3,742,927
Depr, Debt Svc & Other Costs	98,532	133,335	511,274	403,047	1,136,871
Fund Transfers	33,725	(41,101)	161,056	78,655	469,685
<b>TOTAL SUMMARY (ACTUAL)</b>	<b>\$ 637,545</b>	<b>\$ 701,916</b>	<b>\$ 2,943,339</b>	<b>\$ 2,450,503</b>	<b>\$ 7,211,042</b>

TELECOM

Personnel

Salaries	\$ 67,680	\$ 64,299	\$ 243,646	\$ 221,490	\$ 570,145
Benefits	25,161	29,779	96,091	106,951	220,462
<b>Total Personnel (ACTUAL)</b>	<b>\$ 92,841</b>	<b>\$ 94,078</b>	<b>\$ 339,736</b>	<b>\$ 328,441</b>	<b>\$ 790,607</b>

Purchased & Contracted Svc

Attorney Fees	-	-	-	-	-
Audit Services	-	-	-	-	-
Professional Fees	47	95	179	238	527
Web Design	-	-	41	-	348
Consulting - Technical	-	2,250	6,750	9,035	20,250
Utility Protection Ctr (DIG)	-	-	-	-	-
Custodial Service	-	-	-	-	-
Lawn Care & Maintenance	-	-	-	-	-
Security Systems	129	129	258	258	1,365
Pest Control	-	225	-	225	-
Maintenance	250	4,848	2,645	10,835	38,069
Equipment Rents/Leases	454	175	2,005	1,275	5,639
Pole Equip. Rents/Leases	2,000	-	2,000	-	21,715
Equipment Rental	-	15	58	235	180
CONSULTING - TECHNICAL	-	-	-	70	-
Outside Maintenance	-	-	6,565	11,859	10,919
EQUIPMENT RENTS / LEASES	267	175	1,066	524	3,198
POLE EQUIPMENT RENTS / LEASES	2,726	-	2,726	-	2,726
MAINTENANCE CONTRACTS	69	69	4,205	137	13,889
EQUIPMENT RENTAL	-	43	39	248	120
COMMUNICATION SERVICES	1,115	-	7,209	1,039	18,840
INTERNET COSTS	-	-	1,292	-	1,292
POSTAGE	-	-	-	-	26
TRAVEL EXPENSE	-	-	-	369	77
DUES/FEES	-	-	-	-	2,571
VEHICLE TAG & TITLE FEE	-	-	-	-	3
FCC FEES	-	-	13,313	15,835	53,163
GA DEPT OF REV FEES	-	-	-	150	-
TRAINING & EDUCATION -EMPLOYEE	-	-	8,360	3,886	8,825
SOFTWARE EXPENSE	-	-	-	250	-
SHIPPING / FREIGHT	-	-	56	-	56
<b>Total Purchased &amp; Contracted Svc (ACTUAL)</b>	<b>\$ 7,056</b>	<b>\$ 8,023</b>	<b>\$ 58,765</b>	<b>\$ 56,467</b>	<b>\$ 203,797</b>



	May 2020	May 2019	FY2020 YTD	FY2019 YTD	12-MONTH
<b>Purchased Property Services</b>					
Equipment Rep & Maint -Outside	-	-	-	-	-
Equipment Rental	-	-	-	-	-
Repair & Maintenance (Outside)	-	-	-	-	-
Repair & Maintenance (Inside)	-	-	-	-	-
Maintenance Contracts	-	-	-	-	-
Other Contractual Services	-	-	-	-	-
Communication Services	1,336	2,841	6,614	9,464	20,576
Postage	-	-	-	-	-
INTERNET COSTS	-	-	-	-	2,000
Public Relations	-	-	-	-	120
Marketing Expense	-	-	-	36	-
Utility Bill Printing Services	-	-	-	-	-
Dues & Subscriptions	-	-	-	-	-
Fees	-	-	78	6,154	5,441
FCC Fees	-	-	-	-	-
Training & Education	-	-	182	37	207
General Liability Insurance	-	-	-	-	-
Vehicle Tag & Title Fee	-	-	-	-	-
GA Dept Revenue Fee	-	-	-	100	-
Uniform Rental	-	-	-	-	-
Contract Labor	7,237	7,503	31,043	31,095	80,776
Fines/Late Fee	-	-	-	-	100
Shipping/Freight	-	-	594	283	1,551
<b>Total Purchased Property Services (ACTUAL) \$</b>	<b>8,573</b>	<b>\$ 10,344</b>	<b>\$ 38,511</b>	<b>\$ 47,170</b>	<b>\$ 110,771</b>

TELECOM (Continued)

Supplies

	May 2020	May 2019	FY2020 YTD	FY2019 YTD	MOST RECENT 12-MONTH
Chemicals & Pesticides	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies & Expense	-	41	497	41	589
Postage	-	-	-	-	-
Auto Parts	671	34	2,468	787	2,864
CONSTRUCTION MATERIALS	5,414	-	9,824	-	16,697
Damage Claims	-	125	-	125	-
Tires	1,777	-	1,777	479	2,860
Uniform Expense	-	-	-	377	324
Janitorial Supplies	145	145	1,000	835	2,828
Computer Equipment	-	-	-	-	-
Equipment Parts	(333)	28	2,894	4,149	6,690
R&M Building - Inside	-	-	-	896	429
Equipment R&M - Inside	-	-	-	-	-
System R&M - Inside	7,869	4,003	20,361	26,878	60,144
Sys R&M - Inside/Shipping	-	(896)	-	-	508
Utility Costs	4,495	5,725	19,163	21,240	52,387
Mileage Reimbursement	-	-	-	-	-
Auto & Truck Fuel	1,155	2,305	4,314	8,864	(191)
Food	67	75	392	359	1,070
Small Tools & Minor Equipment	244	106	2,379	301	5,655
Small Operating Supplies	1,446	206	5,895	1,804	12,552
Construction Material	-	-	-	-	-
Uniform Expense	-	-	-	-	-
Equipment Pur (Less than \$5M)	-	-	-	-	-
OFFICE SUPPLIES & EXPENSES	-	-	771	991	935
AUTO PARTS	-	-	-	684	-
CONSTRUCTION MATERIALS	553	-	785	-	1,889
UNIFORM EXPENSE	-	-	683	2,404	1,081
JANITORIAL SUPPLIES	-	-	66	-	147
COMPUTER EQUIP NON-CAP	-	-	2,574	8,754	9,172
EQUIPMENT PARTS	-	-	1,442	2,398	4,431
REPAIRS & MAINTENANCE	-	(1,139)	3,833	28,666	44,379
COVID-19 EXPENSES	18	-	18	-	18
AUTO & TRUCK FUEL	1,121	-	4,280	88	27,323
SMALL TOOLS & MINOR EQUIPMENT	74	2,035	3,330	4,688	12,267
SMALL OPERATING SUPPLIES	4,135	120	9,847	1,008	18,463
CONSTRUCTION IN PROGRESS	63,989	42,149	315,322	57,010	374,154
DEPRECIATION EXPENSE	1,726	-	8,629	-	8,629
SOFTWARE	-	-	-	-	-
EQUIPMENT	-	-	-	-	88,085
<b>Total Supplies (ACTUAL)</b>	<b>\$ 94,566</b>	<b>\$ 55,060</b>	<b>\$ 422,543</b>	<b>\$ 173,908</b>	<b>\$ 756,383</b>

	May 2020	May 2019	FY2020 YTD	FY2019 YTD	12-MONTH
<b>Cost of Goods Sold</b>					
Internet Costs	-	-	-	-	-
Cost of Sales Telephone	-	-	-	-	-
Cost of Sales Fiber	-	-	-	-	-
Cost of Sales Electricity	-	-	-	-	-
Cost of Sales Telephone	15,548	15,692	82,666	65,239	199,759
Cost of Sales CATV	257,471	397,721	1,190,030	1,168,357	3,193,771
Cost of Sales Internet	19,171	18,811	89,260	87,881	230,309
Cost of Sales Internet	-	-	-	-	-
Cost of Sales Fiber	10,064	9,953	49,498	41,339	119,089
Cost of Programming CATV	-	-	-	-	-
CATV Video Production	-	-	-	-	-
<b>Total Cost of Goods Sold (ACTUAL)</b>	<b>\$ 302,254</b>	<b>\$ 442,178</b>	<b>\$ 1,411,454</b>	<b>\$ 1,362,816</b>	<b>\$ 3,742,927</b>

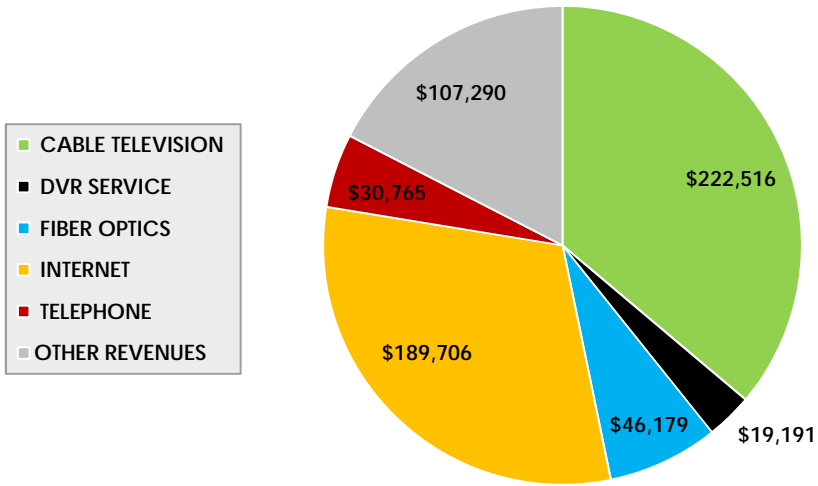
<b>Depr, Debt Svc &amp; Other Costs</b>					
Damage Claims	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	-	-	-	-	-
Utility Cashiers (Over)/Short	-	-	-	-	-
Utility Internal Admin Allocate	-	-	-	-	-
Depreciation Expense	14,608	-	73,920	-	232,330
Amortization Exp	-	-	-	-	-
Admin. Allocation - Adm Exp	82,838	76,249	416,144	299,358	856,830
Utility Bad Debt Expense	-	-	-	-	-
Revenue Bond Principal	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Interest Expenses (Bond)	-	-	-	-	-
Construction in Progress	1,086	57,085	21,210	103,689	47,712
Capital Exp-Software	-	-	-	-	-
Capital Exp - Equipment	-	-	-	-	-
<b>Total Depr, Debt Svc &amp; Other Costs (ACTUAL)</b>	<b>\$ 98,532</b>	<b>\$ 133,335</b>	<b>\$ 511,274</b>	<b>\$ 403,047</b>	<b>\$ 1,136,871</b>

<b>Fund Transfers</b>					
Transfer 5% to General Fund	16,098	(41,101)	79,189	78,655	202,526
TRANS OUT UTIL 5% TO GEN FUND	17,627	-	81,867	-	267,159
<b>Total Fund Transfers (ACTUAL)</b>	<b>\$ 33,725</b>	<b>\$ (41,101)</b>	<b>\$ 161,056</b>	<b>\$ 78,655</b>	<b>\$ 469,685</b>

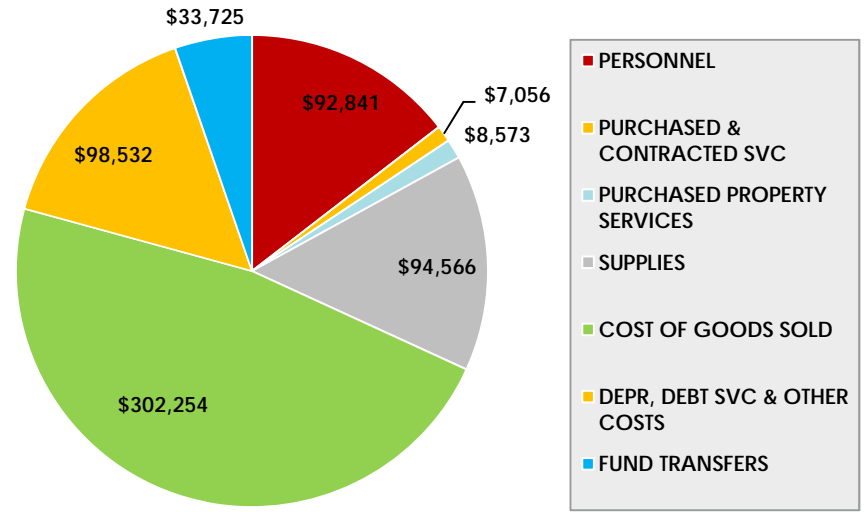
<b>TOTAL TELECOM EXPENSES (ACTUAL)</b>	<b>\$ 637,545</b>	<b>\$ 701,916</b>	<b>\$ 2,943,339</b>	<b>\$ 2,450,503</b>	<b>\$ 7,211,042</b>
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CHART 5  
MONTHLY DIRECTOR'S REPORT  
REVENUES & EXPENSES

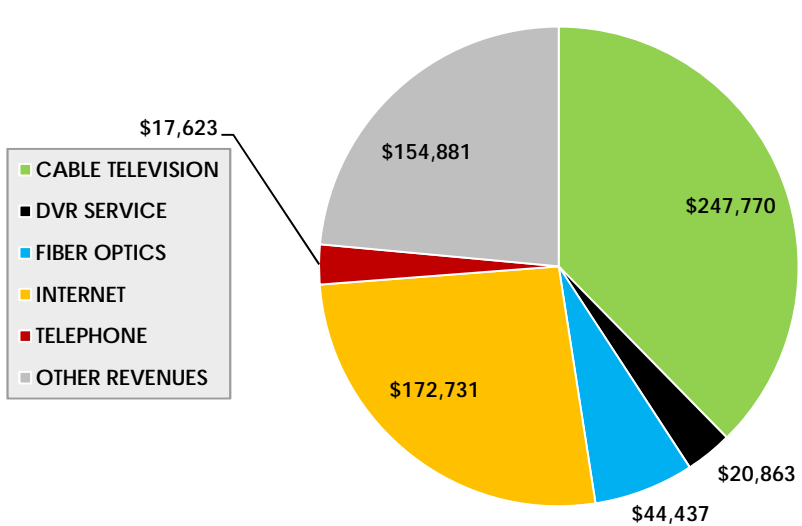
REVENUES [May 2020]



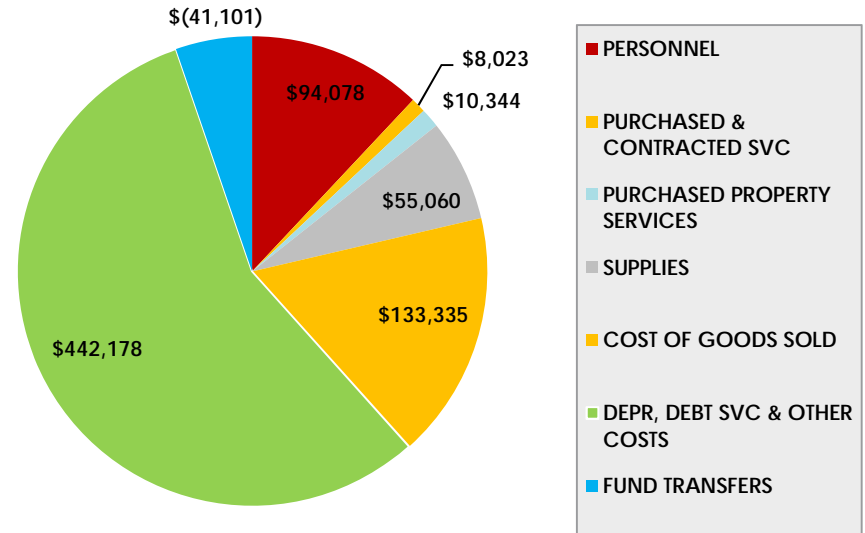
EXPENSES [May 2020]



REVENUES [May 2019]



EXPENSES [May 2019]



MOST RECENT  
12-MONTH

	May 2020	May 2019	FY2020 YTD	FY2019 YTD	MOST RECENT 12-MONTH
<b>BASIC &amp; EXPANDED BASIC</b>					
Number of Bills	2,815	3,128	14,285	16,450	35,424
Revenue (\$)	\$ 212,613	\$ 238,109	\$ 1,078,694	\$ 1,167,037	\$ 2,670,594
Revenue Per Bill (\$)	\$ 76	\$ 76	\$ 76	\$ 71	\$ 75
<b>MINI BASIC</b>					
Number of Bills	163	168	837	888	2,039
Revenue (\$)	\$ 6,147	\$ 6,431	\$ 31,550	\$ 30,019	\$ 76,527
Revenue Per Bill (\$)	\$ 38	\$ 38	\$ 38	\$ 34	\$ 38
<b>BOSTWICK</b>					
Number of Bills	15	17	75	85	192
Revenue (\$)	\$ 1,146	\$ 1,299	\$ 5,730	\$ 6,154	\$ 14,587
Revenue Per Bill (\$)	\$ 76	\$ 76	\$ 76	\$ 72	\$ 76
<b>BULK CATV/MOTEL</b>					
Number of Bills	5	4	25	20	54
Revenue (\$)	\$ 1,550	\$ 990	\$ 7,750	\$ 4,950	\$ 15,005
Revenue Per Bill (\$)	\$ 310	\$ 248	\$ 310	\$ 248	\$ 278
<b>SHOWTIME</b>					
Number of Bills	9	7	45	35	99
Revenue (\$)	\$ 137	\$ 103	\$ 651	\$ 513	\$ 1,427
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 14	\$ 15	\$ 14
<b>SHOW/HBO</b>					
Number of Bills	8	7	40	37	94
Revenue (\$)	\$ 100	\$ 88	\$ 493	\$ 464	\$ 1,138
Revenue Per Bill (\$)	\$ 13	\$ 13	\$ 12	\$ 13	\$ 12
<b>BULK SHOWTIME/MOTEL</b>					
Number of Bills	-	-	-	-	-
Revenue (\$)	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue Per Bill (\$)	\$ -	\$ -	\$ -	\$ -	\$ -
<b>CINEMAX</b>					
Number of Bills	2	2	13	10	32
Revenue (\$)	\$ 29	\$ 29	\$ 190	\$ 147	\$ 453
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 15	\$ 15	\$ 14

MOST RECENT  
12-MONTH

	May 2020	May 2019	FY2020 YTD	FY2019 YTD	MOST RECENT 12-MONTH
<b>HBO</b>					
Number of Bills	27	26	119	134	322
Revenue (\$)	\$ 396	\$ 381	\$ 1,703	\$ 1,963	\$ 4,488
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 14	\$ 15	\$ 14
<b>MAX/HBO</b>					
Number of Bills	6	5	27	25	65
Revenue (\$)	\$ 75	\$ 63	\$ 328	\$ 314	\$ 791
Revenue Per Bill (\$)	\$ 13	\$ 13	\$ 12	\$ 13	\$ 12
<b>PLAYBOY</b>					
Number of Bills	-	-	-	-	-
Revenue (\$)	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue Per Bill (\$)	\$ -	\$ -	\$ -	\$ -	\$ -
<b>STARZ</b>					
Number of Bills	21	19	109	107	262
Revenue (\$)	\$ 322	\$ 278	\$ 1,655	\$ 1,560	\$ 3,868
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15
<b>DVR</b>					
Number of Bills	147	152	737	784	1,775
Revenue (\$)	\$ 14,092	\$ 14,759	\$ 70,157	\$ 72,285	\$ 169,193
Revenue Per Bill (\$)	\$ 96	\$ 97	\$ 95	\$ 92	\$ 95
<b>NON DVR</b>					
Number of Bills	44	54	210	269	587
Revenue (\$)	\$ 4,085	\$ 4,973	\$ 21,697	\$ 23,489	\$ 55,463
Revenue Per Bill (\$)	\$ 93	\$ 92	\$ 103	\$ 87	\$ 94
<b>SET TOP BOX</b>					
Number of Bills	191	337	1,016	1,778	2,816
Revenue (\$)	\$ 2,367	\$ 3,330	\$ 12,537	\$ 17,030	\$ 33,778
Revenue Per Bill (\$)	\$ 12	\$ 10	\$ 12	\$ 10	\$ 12

	May 2020	May 2019	FY2020 YTD	FY2019 YTD	MOST RECENT 12-MONTH
<b>ADD'L DVR BOX</b>					
Number of Bills	53	92	275	478	707
Revenue (\$)	\$ 796	\$ 915	\$ 3,940	\$ 4,705	\$ 9,652
Revenue Per Bill (\$)	\$ 15	\$ 10	\$ 14	\$ 10	\$ 14
<b>ADD'L NON DVR BOX</b>					
Number of Bills	20	31	105	151	263
Revenue (\$)	\$ 218	\$ 215	\$ 1,056	\$ 1,049	\$ 2,478
Revenue Per Bill (\$)	\$ 11	\$ 7	\$ 10	\$ 7	\$ 9
<b>FIBER</b>					
Number of Bills	111	110	541	360	1,232
Revenue (\$)	\$ 46,179	\$ 44,437	\$ 229,493	\$ 215,695	\$ 549,769
Revenue Per Bill (\$)	\$ 416	\$ 404	\$ 424	\$ 599	\$ 446
<b>INTERNET</b>					
Number of Bills	3,890	3,713	19,026	18,320	45,024
Revenue (\$)	\$ 186,698	\$ 169,945	\$ 902,303	\$ 825,373	\$ 2,101,880
Revenue Per Bill (\$)	\$ 48	\$ 46	\$ 47	\$ 45	\$ 47
<b>WIRELESS INTERNET</b>					
Number of Bills	44	45	218	242	514
Revenue (\$)	\$ 3,008	\$ 2,786	\$ 14,556	\$ 15,482	\$ 33,756
Revenue Per Bill (\$)	\$ 68	\$ 62	\$ 67	\$ 64	\$ 66
<b>RESIDENTIAL PHONE</b>					
Number of Bills	843	898	4,224	4,587	10,285
Revenue (\$)	\$ 10,060	\$ 2,663	\$ 50,165	\$ 13,641	\$ 107,554
Revenue Per Bill (\$)	\$ 12	\$ 3	\$ 12	\$ 3	\$ 10
<b>COMMERCIAL PHONE</b>					
Number of Bills	284	427	1,408	2,155	3,681
Revenue (\$)	\$ 20,705	\$ 14,959	\$ 102,938	\$ 74,498	\$ 242,462
Revenue Per Bill (\$)	\$ 73	\$ 35	\$ 73	\$ 35	\$ 66
<b>TOTAL REVENUES</b>	<b>\$ 510,724</b>	<b>\$ 506,754</b>	<b>\$ 2,537,587</b>	<b>\$ 2,476,367</b>	<b>\$ 6,094,865</b>

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

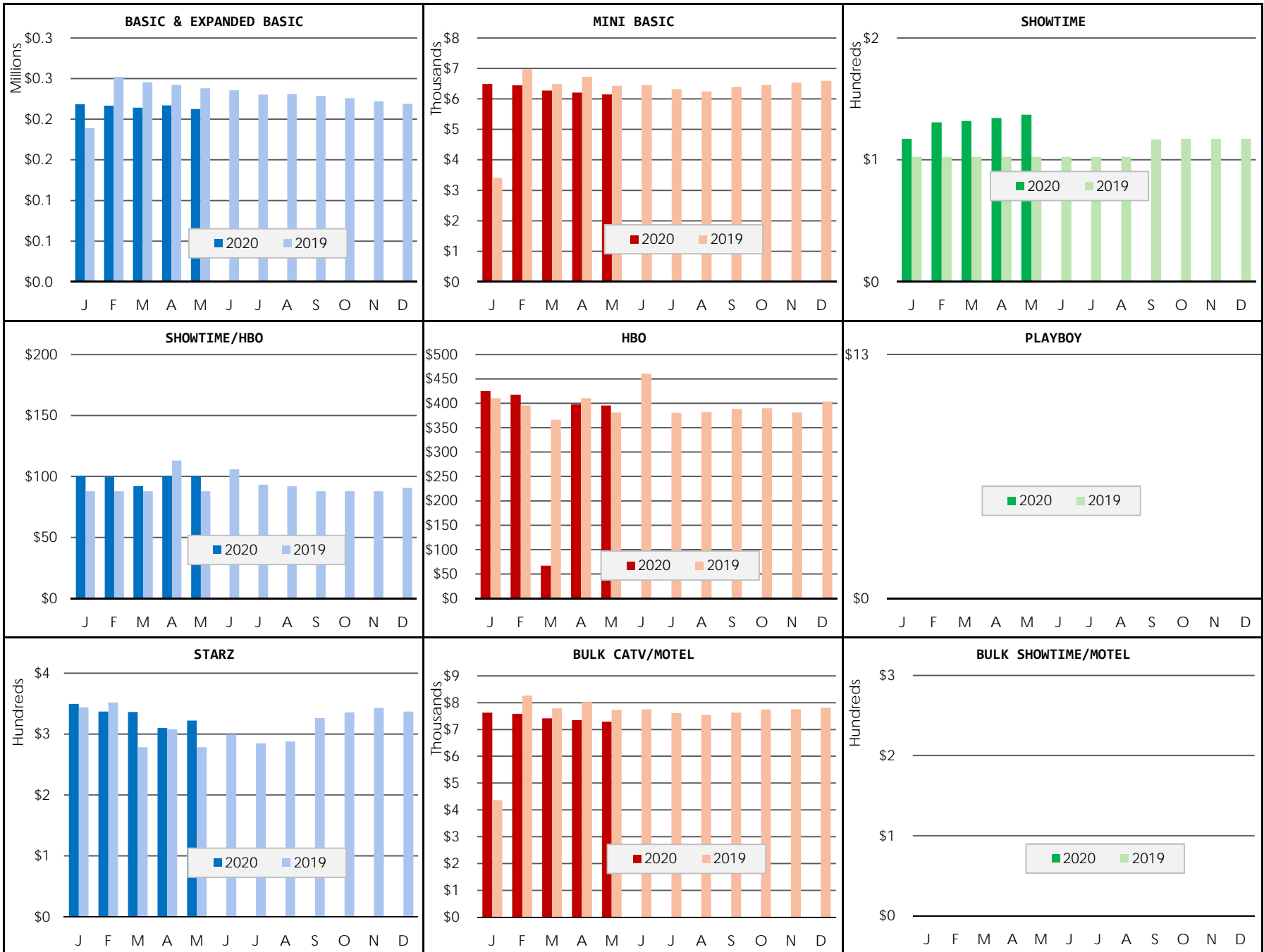




CHART 7  
REVENUES FROM SALES BY CLASS  
CURRENT VS. PREVIOUS FISCAL YEAR

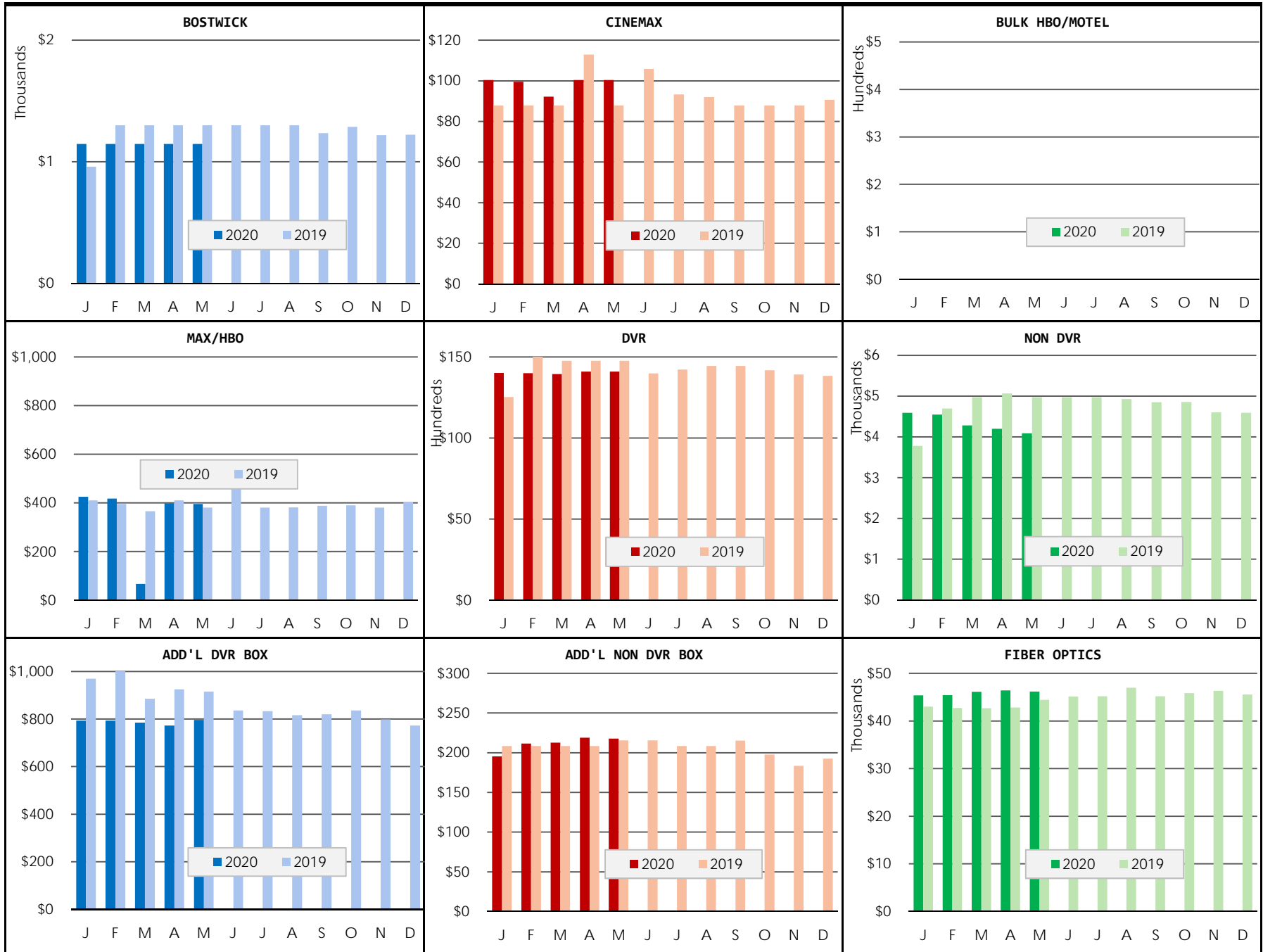
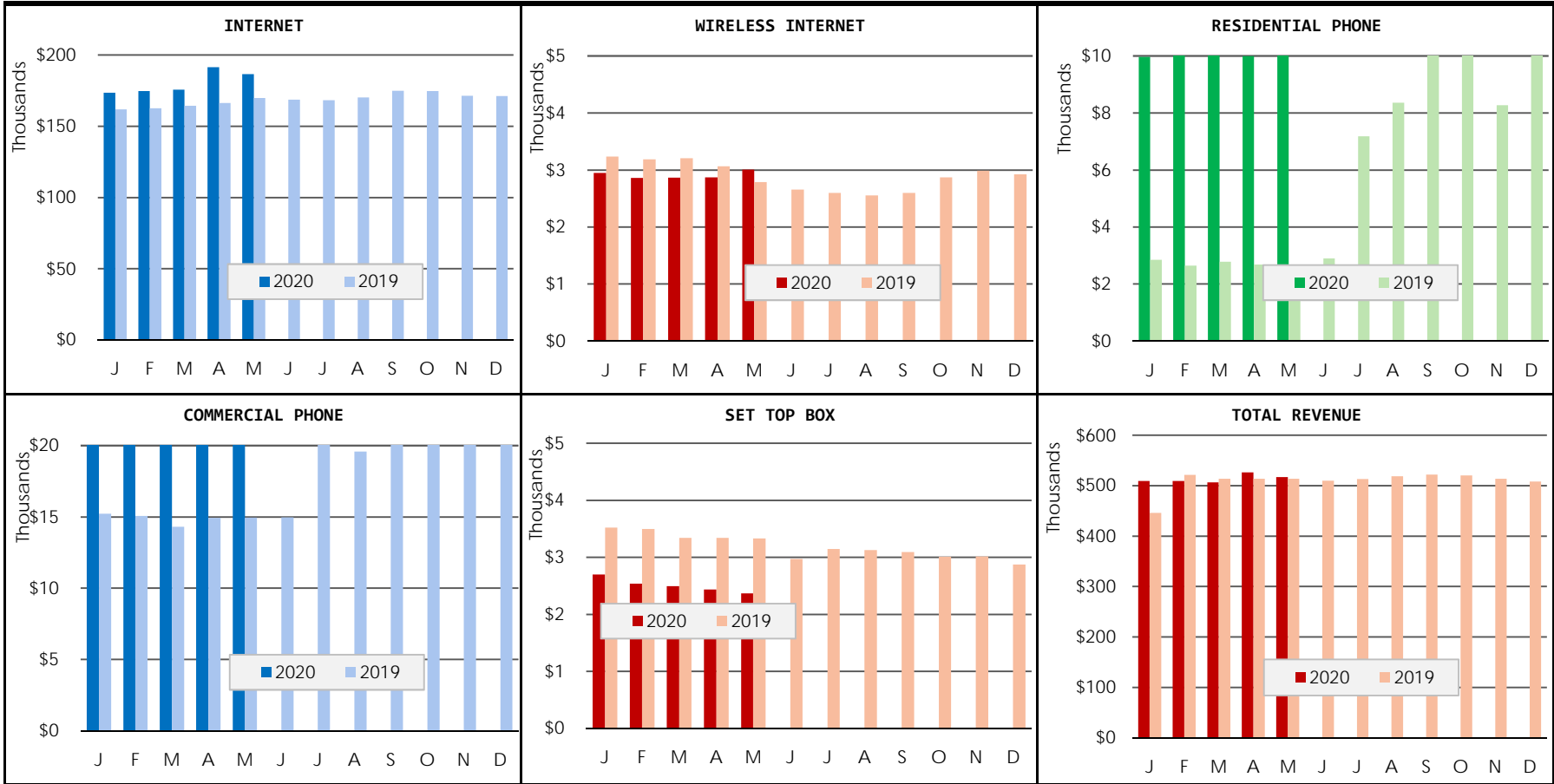


CHART 7  
REVENUES FROM SALES BY CLASS  
CURRENT VS. PREVIOUS FISCAL YEAR





WATER, SEWER, GAS &  
STORMWATER  
MONTHLY REPORT

JULY  
2020

## 2020 Project List

	Estimated Start Date	Estimated Completion Date	Notes	Progress
<b>Natural Gas</b>				
Milledge Ave/Davis St gas main extension	Mar-20	May-20	Install 420' of 2" gas main along Milledge Ave from Davis Street	Completed
Southview, Bolton, Pierce, Reese and Olympian Way main replacement	Mar-20	May-20	Replace 4500' of 2" steel	Ongoing
Snows Mill Rd/Jones Woods Rd gas extension	May-20	Aug-20	Install 8.6 miles of 4" plastic gas main to serve area	Started
Hwy 11 South gas renewal	May-20	Sep-20	Replace 3.8 miles of 4" high pressure steel with 4" plastic / Bid opening 3/18	July 13th
Victory Drive main replacement	May-20	Jun-20	Replace 1500' of 2" steel	Ongoing
Harris & Lacy Streets main replacement	Jul-20	Sep-20	Replace 200' of 2" steel	Ongoing
Main extension MAB Development	Jun-20	Oct-20	Install 4" plastic thru MAB development	Design Phase
Stone Creek Phase 2	Jan-20	Jun-20	Gas service for new development 162 lots	Completed
<b>Sewer Collection</b>				
Sewer Right-of-way easement cutting	Seasonal	Seasonal	Cutting of sewer right-of-ways thru out system	Ongoing
2018 CDBG	Sep-18	Jul-20	Bid opening scheduled for August 6th/Awarded to IPR	Started
Birch Street I&I Rehab	Feb-19	Jul-20	Rehab of main & manholes to reduce inflow & infiltration	Ongoing
Hwy 138/Alcovy River Sewer	Jan-18	Dec-20	Survey phase/Engineering	Ongoing
<b>Sewer Plant</b>				
Belt Press Rental	Jan-20	Mar-20	Sludge press working great/Rental continues due to loss of land	Ongoing
Design/Review for WWTP rehab	Feb-18	Jan-20	Engineering phase	Ongoing
<b>Water Distribution</b>				
Wall Rd water extension #2	Nov-19	Jan-20	Install 3600' of 8" water main along Wall Rd from Jim Daws to Mountain Creek Church Rd	Completed
Dewey Hogan water extension	Feb-20	Mar-20	Install 4224' of 8" water main along Dewey Hogan Rd and Brookside Drive	Ongoing
Milledge Ave/Davis St water main extension	Aug-19	Mar-20	Install 420' of 6" water main along Milledge Ave from Davis Street	Completed
Loganville Water Extension	Jul-18	Dec-20	Bid opening Oct 17th / Job awarded to Mid-South & AllSouth Contractors	Started
<b>Water Treatment Plant</b>				
<b>Stormwater</b>				
2020 CDBG	Jan-20	Jan-20	Install storm drainage along Cherokee Ave, Wilkins Dr, Colquitt St, S Hubbard St, and Indian Creek Dr	Submitted
McDaniel Street drainage rehab	Feb-20	Mar-20	Replace section of curb & sidewalk and address drainage at 3 driveways	Completed
Alcovy Street @ Barrett St drainage rehab	May-20	May-20	Install drain and raise sidewalk	Completed
Court Street Alley	Jul-20	Sep-20	Replace utilities, improve storm drainage, replace asphalt with concrete	Design Phase
Livery Stable Alleyway #3	Jul-20	Sep-20	Replace utilities, improve storm drainage, replace asphalt with concrete	Design Phase

### 2020 CIP Completion

Purchased 3 Ford F150 trucks for Sewer, Gas, & Stormwater departments

Awarded Hwy 11 S gas renewal project to replace 4 miles of 4" steel to 4" plastic to low bid of \$331,251.00 to Harrison & Harrison

Water Main Extension - 6,050' water main along Dewey Hogan Rd & Brookside Drive / Installation by City crews

Gas Main Extension - 8.6 miles of 4" gas main along Snows Mill Rd & Jones Woods Rd to serve existing/future poultry houses / Installation by City crews

Purchase of 2.2 M Charter belt press for Jacks Creek WWTP - \$409,648.00

# WATER / WASTEWATER: MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 05/2020 | FY 2020



COVER	1
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# CITY OF MONROE: WATER & SEWER FUND OVERVIEW

	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	FY 2020	AS BUDGET	FY 2019
<b>REVENUES</b>	<b>\$ 1.308M</b>	<b>\$ 0.911M</b>	<b>\$ 1.102M</b>	<b>\$ 1.320M</b>	<b>\$ 1.733M</b>								<b>\$ 6.375M</b>	<b>\$ 10.846M</b>	<b>\$ 5.094M</b>
PERSONNEL COSTS	\$ 0.166M	\$ 0.161M	\$ 0.188M	\$ 0.178M	\$ 0.240M								\$ 0.932M	\$ 2.512M	\$ 0.951M
CONTRACTED SVC	\$ 0.040M	\$ 0.072M	\$ 0.068M	\$ 0.107M	\$ 0.059M								\$ 0.345M	\$ 1.334M	\$ 0.198M
SUPPLIES	\$ 0.072M	\$ 0.182M	\$ 0.342M	\$ 0.264M	\$ 0.447M								\$ 1.307M	\$ 1.788M	\$ 1.099M
CAPITAL OUTLAY	\$ 0.158M	\$ 0.179M	\$ 0.305M	\$ 0.716M	\$ 0.752M								\$ 2.109M	\$ 2.437M	\$ 1.099M
FUND TRANSFERS	\$ 0.111M	\$ 0.112M	\$ 0.113M	\$ 0.113M	\$ 0.080M								\$ 0.528M	\$ 1.430M	\$ 0.604M
DEPRECIATION	\$ -	\$ -	\$ 0.462M	\$ 0.154M	\$ 0.154M								\$ 0.771M	\$ -	\$ -
<b>EXPENSES</b>	<b>\$ 0.547M</b>	<b>\$ 0.705M</b>	<b>\$ 1.478M</b>	<b>\$ 1.532M</b>	<b>\$ 1.731M</b>								<b>\$ 5.993M</b>	<b>\$ 9.501M</b>	<b>\$ 3.951M</b>
<b>MARGIN</b>	<b>\$ 0.761M</b>	<b>\$ 0.206M</b>	<b>\$ (0.376M)</b>	<b>\$ (0.212M)</b>	<b>\$ 0.003M</b>								<b>\$ 0.383M</b>	<b>\$ 1.345M</b>	<b>\$ 1.143M</b>

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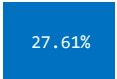
12-MO PROCESSED KGAL



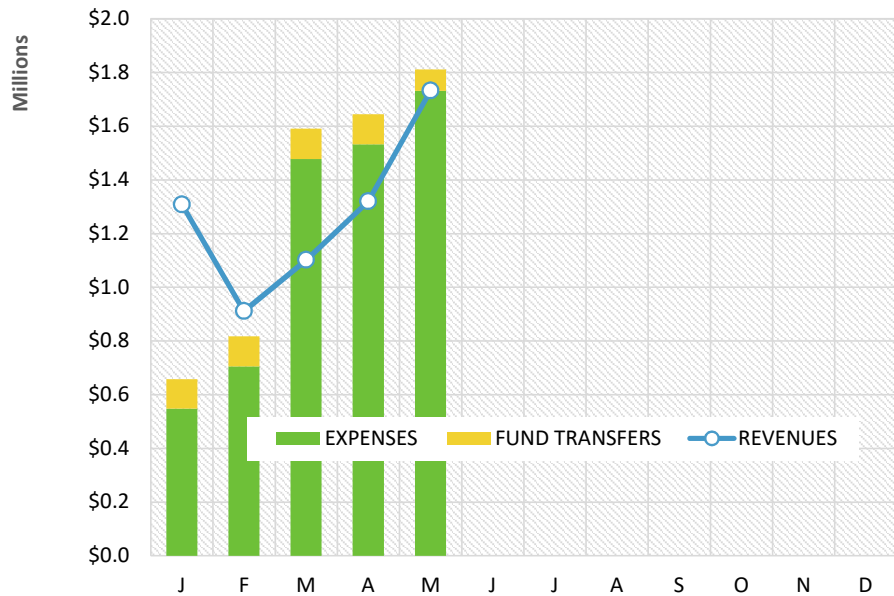
12-MO RETAIL KGAL



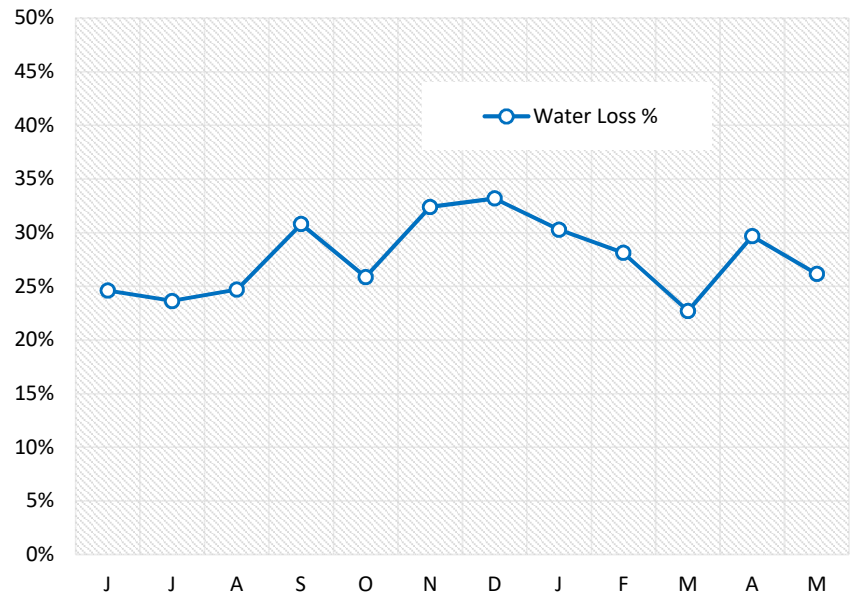
ROLLING 12-MO LINE LOSS



**REVENUES vs. EXPENSES**



**MONTHLY WATER PROCESSED VS SOLD**



## RETAIL SALES REPORT

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### CUSTOMER COUNT - WATER

Residential	8,354	8,375	8,419	8,461	8,463
Commercial	928	931	934	932	930
Industrial	1	1	1	1	1
Water Authority	1	1	1	1	1
Residential Sprinkler	327	337	351	356	371
Commercial Sprinkler	80	80	80	79	79
<b>Total</b>	<b>9,691</b>	<b>9,725</b>	<b>9,786</b>	<b>9,830</b>	<b>9,845</b>

YOY Δ                      -0.38%            0.06%            -3.26%            0.29%            0.28%

### KGALLONS - WATER

Residential	33,533	32,784	31,819	32,295	35,474
Commercial	9,916	10,201	10,542	9,524	8,612
Industrial	1,593	1,692	1,932	1,530	1,551
Water Authority	27	4	-	2	-
<b>Total</b>	<b>45,069</b>	<b>44,682</b>	<b>44,294</b>	<b>43,351</b>	<b>45,637</b>

YOY Δ                      -14.91%            -9.61%            -8.55%            -14.42%            -10.26%

### REVENUE - WATER

Residential	\$ 0.289M	\$ 0.281M	\$ 0.274M	\$ 0.277M	\$ 0.300M
Commercial	\$ 0.076M	\$ 0.078M	\$ 0.080M	\$ 0.075M	\$ 0.069M
Industrial	\$ 0.007M	\$ 0.007M	\$ 0.008M	\$ 0.006M	\$ 0.006M
Water Authority	\$ 0.000M	\$ 0.000M	\$ -	\$ 0.000M	\$ 0.000M
<b>Total</b>	<b>\$ 0.372M</b>	<b>\$ 0.366M</b>	<b>\$ 0.362M</b>	<b>\$ 0.358M</b>	<b>\$ 0.376M</b>

YOY Δ                      -8.00%            -3.57%            -2.02%            -7.51%            -2.31%

## RETAIL SALES REPORT

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### CUSTOMER COUNT - SEWER

Residential	6,402	6,427	6,465	6,488	6,491
Commercial	776	781	784	785	782
Water Authority	1	1	1	1	1
<b>Total</b>	<b>7,179</b>	<b>7,209</b>	<b>7,250</b>	<b>7,274</b>	<b>7,274</b>

YOY Δ                      1.26%            2.23%            -1.99%            2.25%            2.22%

### KGALLONS - SEWER

Residential	33,533	32,784	31,819	32,295	35,474
Commercial	9,916	10,201	10,542	9,524	8,612
Water Authority	27	4	-	2	-
<b>Total</b>	<b>43,476</b>	<b>42,990</b>	<b>42,362</b>	<b>41,821</b>	<b>44,086</b>

YOY Δ                      -14.69%            -9.81%            -10.10%            -14.74%            -10.50%

### REVENUE - SEWER

Residential	\$ 0.203M	\$ 0.201M	\$ 0.197M	\$ 0.201M	\$ 0.207M
Commercial	\$ 0.123M	\$ 0.123M	\$ 0.130M	\$ 0.119M	\$ 0.101M
Water Authority	\$ 0.001M	\$ 0.001M	\$ 0.001M	\$ 0.001M	\$ 0.001M
<b>Total</b>	<b>\$ 0.327M</b>	<b>\$ 0.326M</b>	<b>\$ 0.328M</b>	<b>\$ 0.321M</b>	<b>\$ 0.309M</b>

YOY Δ                      -6.04%            2.58%            1.68%            -1.69%            -2.01%



## SALES STATISTICS

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### AVERAGE KGALLONS/CUSTOMER (WATER)

Residential	4	4	4	4	4	4
Commercial	11	11	11	10	9	10
Industrial	1,593	1,692	1,932	1,530	1,551	1,660
Water Authority	27	4	-	2	-	7

### AVERAGE \$/CUSTOMER (WATER)

Residential	\$35	\$34	\$33	\$33	\$35	\$34
Commercial	\$82	\$84	\$86	\$80	\$74	\$81
Industrial	\$6,604	\$7,004	\$7,974	\$6,350	\$6,435	\$6,874
Water Authority	\$278	\$185	\$0	\$177	\$169	\$162

### AVERAGE \$/KGALLON (WATER)

Residential	\$8.6214	\$8.5603	\$8.6037	\$8.5680	\$8.4525	\$8.5612
Commercial	\$7.6830	\$7.6382	\$7.6205	\$7.8229	\$8.0267	\$7.7583
Industrial	\$4.1459	\$4.1397	\$4.1273	\$4.1503	\$4.1488	\$4.1424
Water Authority	\$10.2900	\$46.2275		\$88.4150		\$48.3108
<b>Average</b>	<b>\$7.6851</b>	<b>\$16.6414</b>	<b>\$6.7838</b>	<b>\$27.2391</b>	<b>\$6.8760</b>	<b>\$13.0451</b>

### AVERAGE KGALLONS/CUSTOMER (SEWER)

Residential	5	5	5	5	5	5
Commercial	13	13	13	12	11	12
Water Authority	27	4	-	2	-	7

### AVERAGE \$/CUSTOMER (SEWER)

Residential	\$32	\$31	\$31	\$31	\$32	\$31
Commercial	\$158	\$158	\$166	\$151	\$129	\$152
Water Authority	\$1,386	\$1,311	\$1,226	\$1,423	\$1,364	\$1,342

### AVERAGE \$/KGALLON (SEWER)

Residential	\$6.0565	\$6.1288	\$6.2005	\$6.2102	\$5.8236	\$6.0839
Commercial	\$12.3743	\$12.0832	\$12.3213	\$12.4743	\$11.6872	\$12.1881
Water Authority	\$51.3259	\$327.7950		\$711.5550		\$363.5586
<b>Average</b>	<b>\$23.2523</b>	<b>\$115.3357</b>	<b>\$9.2609</b>	<b>\$243.4132</b>	<b>\$8.7554</b>	<b>\$80.0035</b>

MOST RECENT  
12-MONTH

	May 2020	May 2019	FY2020 YTD	FY2019 YTD	
<b>SALES REVENUES</b>					
WATER SALES	\$ 420,267	\$ 383,091	\$ 1,816,009	\$ 1,901,018	\$ 5,012,343
SEWER SALES	\$ 346,961	\$ 313,496	\$ 1,595,273	\$ 1,601,041	\$ 3,977,625
<b>SALES REVENUES (ACTUAL)</b>	<b>\$ 767,228</b>	<b>\$ 696,587</b>	<b>\$ 3,411,282</b>	<b>\$ 3,502,059</b>	<b>\$ 8,989,969</b>
AS BUDGET	\$ 758,333	\$ 725,000	\$ 3,791,667	\$ 3,625,000	Not Applicable
% ACTUAL TO BUDGET	101.17%	96.08%	89.97%	96.61%	Not Applicable

**OTHER REVENUES**

**WATER**

OP REVENUE	\$ 124	\$ 2,073	\$ 873	\$ 11,948	\$ 954
MISC REVENUE	\$ 5,448	\$ 5,290	\$ 28,428	\$ 26,450	\$ 5,290
SALE OF FIXED ASSETS	\$ -	\$ -	\$ -	\$ -	\$ -
REIMB DAMAGE PROP	\$ -	\$ -	\$ -	\$ -	\$ -
TAP FEES	\$ 10,200	\$ 67,875	\$ 179,317	\$ 261,200	\$ 29,100
CUST ACCT FEES	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER REV	\$ -	\$ -	\$ -	\$ -	\$ -
ADMIN ALLOC WATER DIST	\$ -	\$ -	\$ -	\$ -	\$ -
INT/INVEST INCOME	\$ -	\$ -	\$ -	\$ -	\$ -
STATE GRANTS	\$ -	\$ -	\$ -	\$ -	\$ -
FEDERAL GRANT	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER FROM CIP_WATER	\$ 566,555	\$ 74,132	\$ 1,110,559	\$ 412,991	\$ 142,298
ADMIN ALLOC WATER	\$ 12,056	\$ 26,894	\$ 90,456	\$ 112,282	\$ 20,863
<b>OTHER REVENUES (WATER)</b>	<b>\$ 594,383</b>	<b>\$ 176,264</b>	<b>\$ 1,409,632</b>	<b>\$ 824,870</b>	<b>\$ 198,505</b>

**SEWER**

OP REVENUE	\$ 19,650	\$ 5,200	\$ 64,750	\$ 27,038	\$ 4,000
FEDERAL GRANT	\$ -	\$ -	\$ -	\$ -	\$ -
MISC REVENUE	\$ -	\$ -	\$ 13,443	\$ 5,324	\$ 5,034
TAP FEES	\$ 3,205	\$ 52,000	\$ 642,205	\$ 167,500	\$ 13,000
SALE OF ASSETS - SEWAGE	\$ -	\$ -	\$ -	\$ -	\$ -
CUST ACCT FEES	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER REV	\$ -	\$ -	\$ -	\$ -	\$ -
FEDERAL GRANT CDBG 2018	\$ -	\$ -	\$ -	\$ -	\$ -
ADMIN ALLOC SEW COLLECT	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER - UTILITY	\$ -	\$ -	\$ 5,220	\$ -	\$ -
INT/INVEST INCOME	\$ -	\$ -	\$ -	\$ -	\$ -
STATE GRANTS	\$ -	\$ -	\$ -	\$ -	\$ -
TRANSFER FROM CIP_SEWER	\$ 336,851	\$ 72,585	\$ 738,333	\$ 478,158	\$ 78,240
ADMIN ALLOC SEWAGE	\$ 12,056	\$ 21,256	\$ 90,456	\$ 88,743	\$ 16,489
<b>OTHER REVENUES (SEWER)</b>	<b>\$ 371,763</b>	<b>\$ 151,041</b>	<b>\$ 1,554,407</b>	<b>\$ 766,762</b>	<b>\$ 116,763</b>

<b>OTHER REVENUES (TOTAL)</b>	<b>\$ 966,146</b>	<b>\$ 327,305</b>	<b>\$ 2,964,039</b>	<b>\$ 1,591,632</b>	<b>\$ 315,268</b>
AS BUDGET	\$ 145,518	\$ 33,082	\$ 727,588	\$ 165,408	Not Applicable
% ACTUAL TO BUDGET	663.94%	989.38%	407.38%	962.24%	Not Applicable

<b>TOTAL REVENUES (ACTUAL)</b>	<b>\$ 1,733,373</b>	<b>\$ 1,023,892</b>	<b>\$ 6,375,321</b>	<b>\$ 5,093,691</b>	<b>\$ 9,305,236</b>
AS BUDGET	\$ 903,851	\$ 758,082	\$ 4,519,254	\$ 3,790,408	Not Applicable
% ACTUAL TO BUDGET	191.78%	135.06%	141.07%	134.38%	Not Applicable

	May 2020	May 2019	FY2020 YTD	FY2019 YTD	12-MONTH
PERSONNEL	\$ 239,619	\$ 269,643	\$ 932,419	\$ 950,659	\$ 2,210,860
CONTRACTED SERVICES	\$ 58,533	\$ 79,966	\$ 344,671	\$ 197,432	\$ 774,137
SUPPLIES	\$ 447,054	\$ 224,640	\$ 1,307,098	\$ 1,098,819	\$ 2,762,237
CAPITAL OUTLAY	\$ 751,650	\$ 234,996	\$ 2,109,389	\$ 1,099,360	\$ 3,801,567
FUND TRANSFERS	\$ 79,971	\$ 121,472	\$ 528,263	\$ 603,776	\$ 1,426,597
DEPRECIATION	\$ 154,032	\$ -	\$ 770,740	\$ -	\$ 2,436,196
<b>TOTAL</b>	<b>\$ 1,730,859</b>	<b>\$ 930,717</b>	<b>\$ 5,992,579</b>	<b>\$ 3,950,046</b>	<b>\$ 13,411,593</b>

**WATER**

**WATER TREATMENT PLANT**

PERSONNEL					
Compensation	\$ 32,007	\$ 40,717	\$ 119,140	\$ 129,827	\$ 316,487
PERSONNEL (ACTUAL)	\$ 48,902	\$ 61,190	\$ 191,102	\$ 202,688	\$ 472,729
AS BUDGET	\$ 48,774	\$ 40,396	\$ 243,868	\$ 201,978	Not Applicable
% ACTUAL TO BUDGET	100.26%	151.48%	78.36%	100.35%	Not Applicable
CONTRACTED SERVICES					
CONTRACTED SERVICES (ACTUAL)	\$ 5,525	\$ 11,070	\$ 62,003	\$ 48,799	\$ 133,298
AS BUDGET	\$ 24,693	\$ 24,073	\$ 123,467	\$ 120,367	Not Applicable
% ACTUAL TO BUDGET	22.37%	45.98%	50.22%	40.54%	Not Applicable
SUPPLIES					
SUPPLIES (ACTUAL)	\$ 34,480	\$ 58,658	\$ 204,651	\$ 206,670	\$ 597,302
AS BUDGET	\$ 53,804	\$ 53,446	\$ 269,021	\$ 267,229	Not Applicable
% ACTUAL TO BUDGET	64.08%	109.75%	76.07%	77.34%	Not Applicable
CAPITAL OUTLAY					
Capital Expenditures	\$ -	\$ -	\$ 6,520	\$ 122,522	\$ 150,842
CAPITAL OUTLAY (ACTUAL)	\$ 92,405	\$ 134,996	\$ 520,255	\$ 684,543	\$ 1,212,450
AS BUDGET	\$ 78,614	\$ 77,779	\$ 393,069	\$ 388,895	Not Applicable
% ACTUAL TO BUDGET	117.54%	173.56%	132.36%	176.02%	Not Applicable
DEPRECIATION					
DEPRECIATION (ACTUAL)	\$ 86,369	\$ -	\$ 431,684	\$ -	\$ 1,349,268
FUND TRANSFERS	\$ 59,208	\$ 62,146	\$ 296,697	\$ 308,298	\$ 769,117
AS BUDGET	\$ 66,360	\$ 62,280	\$ 331,802	\$ 311,402	Not Applicable
% ACTUAL TO BUDGET	89.22%	99.78%	89.42%	99.00%	Not Applicable

**WATER DISTRIBUTION SYSTEM**

PERSONNEL					
PERSONNEL (ACTUAL)	\$ 63,695	\$ 71,384	\$ 235,599	\$ 241,799	\$ 570,140
AS BUDGET	\$ 50,449	\$ 44,288	\$ 252,246	\$ 221,438	Not Applicable
% ACTUAL TO BUDGET	126.26%	161.18%	93.40%	109.19%	Not Applicable
CONTRACTED SERVICES					
CONTRACTED SERVICES (ACTUAL)	\$ 7,033	\$ 7,725	\$ 13,683	\$ 27,959	\$ 95,497
AS BUDGET	\$ 14,879	\$ 9,638	\$ 74,396	\$ 48,188	Not Applicable
% ACTUAL TO BUDGET	47.27%	80.16%	18.39%	58.02%	Not Applicable
SUPPLIES					
SUPPLIES (ACTUAL)	\$ 19,408	\$ 33,977	\$ 93,341	\$ 106,980	\$ 311,507
AS BUDGET	\$ 23,342	\$ 15,425	\$ 116,708	\$ 77,125	Not Applicable
% ACTUAL TO BUDGET	83.15%	220.27%	79.98%	138.71%	Not Applicable
CAPITAL OUTLAY					
CAPITAL OUTLAY (ACTUAL)	\$ 566,555	\$ 28,034	\$ 1,050,866	\$ 106,032	\$ 1,566,333
AS BUDGET	\$ -	\$ -	\$ -	\$ -	Not Applicable
% ACTUAL TO BUDGET	0.00%	0.00%	0.00%	0.00%	Not Applicable
<b>TOTAL WATER EXPENSES (ACTUAL)</b>	<b>\$ 983,580</b>	<b>\$ 469,180</b>	<b>\$ 3,099,880</b>	<b>\$ 1,933,767</b>	<b>\$ 7,077,642</b>
AS BUDGET	\$ 360,915	\$ 327,324	\$ 1,804,576	\$ 1,636,622	Not Applicable
% ACTUAL TO BUDGET	272.52%	143.34%	171.78%	118.16%	Not Applicable

May 2020 May 2019 FY2020 YTD FY2019 YTD 12-MONTH

WASTEWATER

STORMWATER

PERSONNEL

PERSONNEL (ACTUAL)	\$	31,523	\$	41,302	\$	129,842	\$	139,530	\$	323,598
AS BUDGET	\$	30,591	\$	29,444	\$	152,956	\$	147,219	Not	Applicable
% ACTUAL TO BUDGET		103.05%		140.27%		84.89%		94.78%	Not	Applicable

CONTRACTED SERVICES

CONTRACTED SERVICES (ACTUAL)	\$	1,793	\$	2,424	\$	17,619	\$	5,425	\$	48,179
AS BUDGET	\$	8,446	\$	5,384	\$	42,229	\$	26,920	Not	Applicable
% ACTUAL TO BUDGET		21.23%		45.03%		41.72%		20.15%	Not	Applicable

SUPPLIES

SUPPLIES (ACTUAL)	\$	2,780	\$	9,964	\$	11,759	\$	32,112	\$	55,913
AS BUDGET	\$	53,804	\$	53,446	\$	269,021	\$	267,229	Not	Applicable
% ACTUAL TO BUDGET		5.17%		18.64%		4.37%		12.02%	Not	Applicable

CAPITAL OUTLAY

Capital Expenditures	\$	-	\$	-	\$	58,219	\$	-	\$	58,219
CAPITAL OUTLAY (ACTUAL)	\$	92,690	\$	71,966	\$	538,269	\$	308,785	\$	1,022,783
AS BUDGET	\$	124,431	\$	110,346	\$	622,154	\$	551,731	Not	Applicable
% ACTUAL TO BUDGET		74.49%		65.22%		86.52%		55.97%	Not	Applicable

DEPRECIATION

DEPRECIATION (ACTUAL)	\$	1,331	\$	-	\$	5,685	\$	-	\$	13,209
DEPRECIATION (ACTUAL)	\$	1,331	\$	-	\$	5,685	\$	-	\$	13,209

SEWAGE

FUND TRANSFERS

FUND TRANSFERS (ACTUAL)	\$	20,763	\$	59,326	\$	231,565	\$	295,478	\$	657,480
AS BUDGET	\$	52,800	\$	50,600	\$	264,000	\$	253,000	Not	Applicable
% ACTUAL TO BUDGET		39.32%		117.25%		87.71%		116.79%	Not	Applicable

DEPRECIATION

DEPRECIATION (ACTUAL)	\$	66,331	\$	-	\$	333,371	\$	-	\$	1,073,719
DEPRECIATION (ACTUAL)	\$	66,331	\$	-	\$	333,371	\$	-	\$	1,073,719

SEWAGE COLLECTION

PERSONNEL

PERSONNEL (ACTUAL)	\$	45,487	\$	46,096	\$	177,840	\$	186,741	\$	398,194
AS BUDGET	\$	42,418	\$	31,374	\$	212,089	\$	156,869	Not	Applicable
% ACTUAL TO BUDGET		107.24%		146.92%		83.85%		119.04%	Not	Applicable

CONTRACTED SERVICES

CONTRACTED SERVICES (ACTUAL)	\$	10,258	\$	13,389	\$	35,879	\$	33,790	\$	109,253
AS BUDGET	\$	8,040	\$	6,937	\$	40,198	\$	34,685	Not	Applicable
% ACTUAL TO BUDGET		127.59%		193.00%		89.25%		97.42%	Not	Applicable

SUPPLIES

SUPPLIES (ACTUAL)	\$	316,122	\$	17,134	\$	548,905	\$	225,350	\$	665,117
AS BUDGET	\$	9,904	\$	10,119	\$	49,521	\$	50,596	Not	Applicable
% ACTUAL TO BUDGET		3191.80%		169.32%		1108.43%		445.39%	Not	Applicable

SEWAGE TREATMENT

PERSONNEL

PERSONNEL (ACTUAL)	\$	50,012	\$	49,671	\$	198,036	\$	179,902	\$	446,199
AS BUDGET	\$	37,113	\$	33,793	\$	185,567	\$	168,964	Not	Applicable
% ACTUAL TO BUDGET		134.75%		146.99%		106.72%		106.47%	Not	Applicable

CONTRACTED SERVICES

CONTRACTED SERVICES (ACTUAL)	\$	33,925	\$	45,358	\$	215,488	\$	81,459	\$	387,910
AS BUDGET	\$	55,138	\$	53,200	\$	275,688	\$	266,000	Not	Applicable
% ACTUAL TO BUDGET		61.53%		85.26%		78.16%		30.62%	Not	Applicable

SUPPLIES

SUPPLIES (ACTUAL)	\$	74,265	\$	104,907	\$	448,443	\$	527,707	\$	1,132,398
AS BUDGET	\$	54,530	\$	54,463	\$	272,652	\$	272,317	Not	Applicable
% ACTUAL TO BUDGET		136.19%		192.62%		164.47%		193.78%	Not	Applicable

<b>TOTAL EXPENSES (ACTUAL)</b>	<b>\$</b>	<b>747,279</b>	<b>\$</b>	<b>461,537</b>	<b>\$</b>	<b>2,892,699</b>	<b>\$</b>	<b>2,016,279</b>	<b>\$</b>	<b>6,333,951</b>
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AS BUDGET	\$	477,215	\$	439,106	\$	2,386,074	\$	2,195,530	Not	Applicable
% ACTUAL TO BUDGET		156.59%		105.11%		121.23%		91.84%	Not	Applicable

# NATURAL GAS MONTHLY DIRECTOR'S REPORT

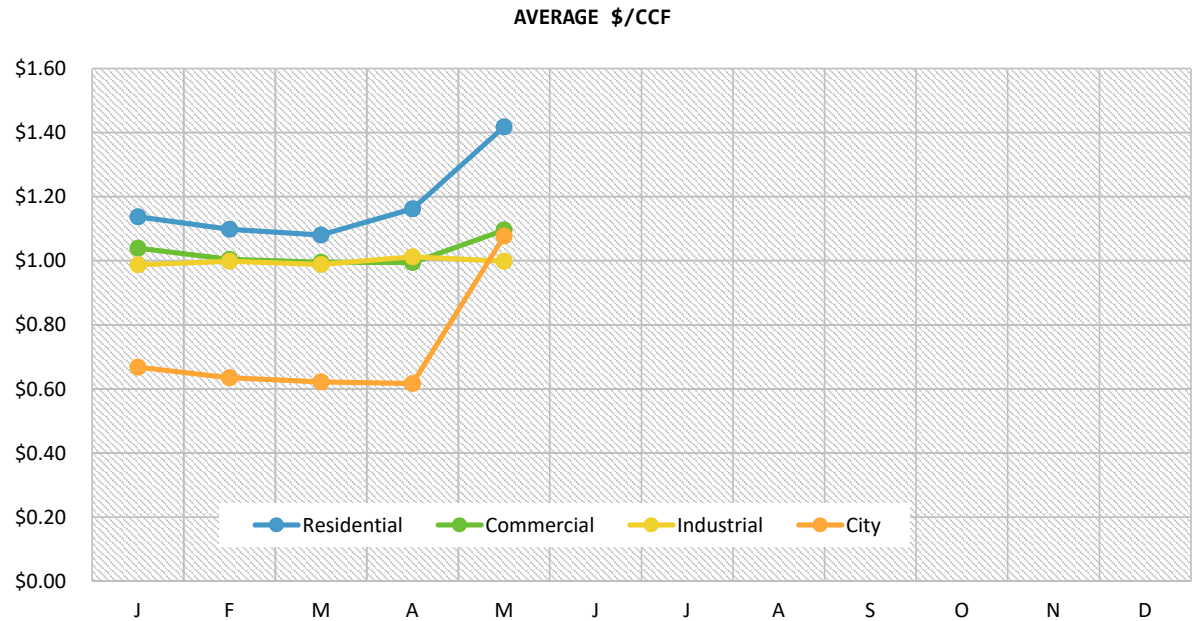
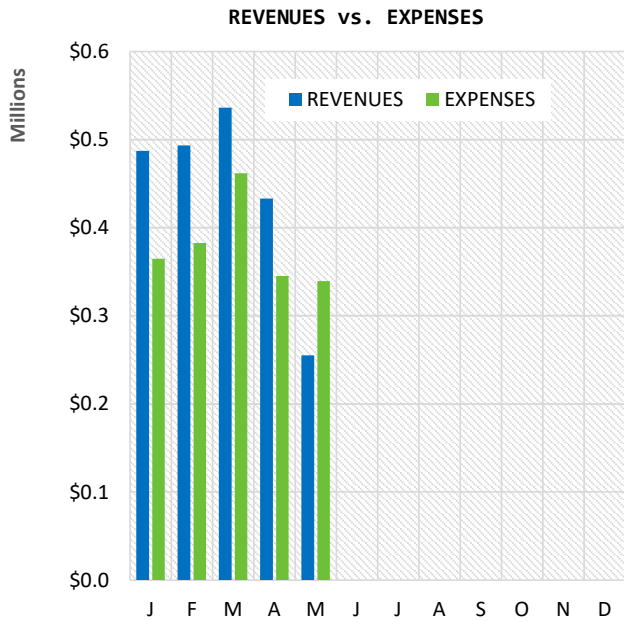
REPORTING PERIOD: 05/2020 | FY 2020



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POWER SUPPLY	5
DETAIL REVENUES	6
DETAIL EXPENSES	7-9

### CITY OF MONROE: NATURAL GAS FUND OVERVIEW

	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020	FY 2020	AS BUDGET	FY 2019
<b>REVENUES</b>	\$ 0.487M	\$ 0.493M	\$ 0.536M	\$ 0.433M	\$ 0.255M								\$ 2.205M	\$ 1.646M	\$ 2.748M
PERSONNEL COSTS	\$ 0.038M	\$ 0.036M	\$ 0.044M	\$ 0.040M	\$ 0.056M								\$ 0.215M	\$ 0.268M	\$ 0.225M
CONTRACTED SVC	\$ 0.021M	\$ 0.011M	\$ 0.006M	\$ 0.013M	\$ 0.007M								\$ 0.058M	\$ 0.097M	\$ 0.106M
SUPPLIES	\$ 0.170M	\$ 0.196M	\$ 0.156M	\$ 0.101M	\$ 0.107M								\$ 0.729M	\$ 0.691M	\$ 1.064M
CAPITAL OUTLAY	\$ -	\$ -	\$ 0.031M	\$ -	\$ 0.004M								\$ 0.035M	\$ -	\$ 0.181M
FUND TRANSFERS	\$ 0.136M	\$ 0.139M	\$ 0.224M	\$ 0.192M	\$ 0.166M								\$ 0.857M	\$ 0.557M	\$ 0.525M
<b>EXPENSES</b>	\$ 0.365M	\$ 0.383M	\$ 0.462M	\$ 0.345M	\$ 0.339M								\$ 1.893M	\$ 1.613M	\$ 2.100M
<b>MARGIN</b>	\$ 0.122M	\$ 0.111M	\$ 0.075M	\$ 0.088M	\$ (0.084M)								\$ 0.311M	\$ 0.034M	\$ 0.648M



# RETAIL SALES REPORT

Jan 2020 Feb 2020 Mar 2020 Apr 2020 May 2020 Jun 2020 Jul 2020 Aug 2020 Sep 2020 Oct 2020 Nov 2020 Dec 2020

## CUSTOMER COUNT

Residential	3,300	3,310	3,334	3,339	3,324
Commercial	561	562	562	559	559
Industrial	4	4	4	4	4
City	22	22	22	22	22
<b>Total</b>	<b>3,889</b>	<b>3,900</b>	<b>3,924</b>	<b>3,926</b>	<b>3,911</b>
Year-Over-Year Δ	1.22%	2.47%	-1.01%	2.96%	3.11%

## CCF

Residential	0.235M	0.252M	0.259M	0.162M	0.079M
Commercial	0.148M	0.161M	0.170M	0.132M	0.067M
Industrial	0.010M	0.004M	0.009M	0.002M	0.004M
City	0.011M	0.012M	0.014M	0.010M	0.003M
<b>Total</b>	<b>0.421M</b>	<b>0.445M</b>	<b>0.473M</b>	<b>0.323M</b>	<b>0.164M</b>
Year-Over-Year Δ	-22.38%	-20.02%	1.07%	-8.45%	-20.16%

## REVENUE

Residential	\$ 0.268M	\$ 0.277M	\$ 0.280M	\$ 0.188M	\$ 0.112M
Commercial	\$ 0.154M	\$ 0.162M	\$ 0.169M	\$ 0.131M	\$ 0.073M
Industrial	\$ 0.010M	\$ 0.004M	\$ 0.009M	\$ 0.002M	\$ 0.004M
Other	\$ 0.015M	\$ 0.013M	\$ 0.017M	\$ 0.013M	\$ 0.010M
City	\$ 0.007M	\$ 0.007M	\$ 0.009M	\$ 0.006M	\$ 0.003M
<b>Total</b>	<b>\$ 0.454M</b>	<b>\$ 0.463M</b>	<b>\$ 0.484M</b>	<b>\$ 0.341M</b>	<b>\$ 0.202M</b>
Year-Over-Year Δ	-26.41%	-20.99%	-6.27%	-13.29%	-13.33%

# SALES STATISTICS

[Jan 2020](#)
[Feb 2020](#)
[Mar 2020](#)
[Apr 2020](#)
[May 2020](#)
[Jun 2020](#)
[Jul 2020](#)
[Aug 2020](#)
[Sep 2020](#)
[Oct 2020](#)
[Nov 2020](#)
[Dec 2020](#)

YTD 120

## AVERAGE CCF/CUSTOMER

Residential	71	76	78	49	24	60
Commercial	264	286	303	237	119	242
Industrial	2,587	1,063	2,285	615	1,116	1,533
City	479	530	641	436	136	445

## AVERAGE \$/CUSTOMER

Residential	\$81	\$84	\$84	\$56	\$34	\$68
Commercial	\$275	\$288	\$301	\$235	\$131	\$246
Industrial	\$2,556	\$1,061	\$2,259	\$622	\$1,113	\$1,522
City	\$320	\$336	\$399	\$269	\$147	\$294

## AVERAGE \$/CCF

Residential	\$1.1374	\$1.0981	\$1.0804	\$1.1617	\$1.4182	\$1.1792
Commercial	\$1.0392	\$1.0046	\$0.9951	\$0.9941	\$1.0959	\$1.0258
Industrial	\$0.9877	\$0.9988	\$0.9888	\$1.0125	\$0.9979	\$0.9972
City	\$0.6676	\$0.6345	\$0.6222	\$0.6169	\$1.0772	\$0.7237
<b>Average</b>	<b>\$0.9580</b>	<b>\$0.9340</b>	<b>\$0.9216</b>	<b>\$0.9463</b>	<b>\$1.1473</b>	<b>\$0.9814</b>



	May 2020	May 2019	FY2020 YTD	FY2019 YTD	MOST RECENT 12-MONTH
<b>Natural Gas Supply Cost</b>					
Capacity Reservation Fees	\$ 45,910	\$ 53,702	\$ 302,898	\$ 275,068	\$ 656,172
Demand Storage/Peaking Services	\$ 1,518	\$ 1,469	\$ 7,442	\$ 8,243	\$ 17,919
Supply Charges	\$ 25,351	\$ 47,942	\$ 311,736	\$ 782,244	\$ 651,658
Gas Authority Supply Charges	\$ 2,226	\$ 2,679	\$ 30,211	\$ 36,056	\$ 52,164
Gas Authority Charges	\$ 1,307	\$ 2,008	\$ (71,835)	\$ (89,240)	\$ (125,751)
P.A.C.E	300	300	1,500	1,500	3,600
APGA Annual Dues	-	-	3,297	3,118	3,297
Other	1,171	1,592	13,019	14,711	22,494
<b>TOTAL MGAG BILL</b>	<b>\$ 77,782</b>	<b>\$ 109,691</b>	<b>\$ 598,270</b>	<b>\$ 1,031,700</b>	<b>\$ 1,281,553</b>

**DELIVERED SUPPLY**

Volume CCF	141,610	166,110	1,801,810	2,143,320	2,820,810
Volume Dth (MGAG)	138,050	162,910	1,779,590	2,099,610	2,773,800

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

<b>UNIT COSTS</b>					
\$/Dth	0.5634	0.6733	0.3362	0.4914	0.4620
\$/CCF	0.5493	0.6604	0.3320	0.4814	0.4543

	May 2020	May 2019	FY2020 YTD	FY2019 YTD	MOST RECENT 12-MONTH
<b>SALES REVENUES</b>					
NATURAL GAS SALES	\$ 237,866	\$ 233,332	\$ 1,943,927	\$ 2,346,179	\$ 3,094,041
<b>SALES REVENUES (ACTUAL)</b>	<b>\$ 237,866</b>	<b>\$ 233,332</b>	<b>\$ 1,943,927</b>	<b>\$ 2,346,179</b>	<b>\$ 3,094,041</b>
AS BUDGET	\$ 296,941	\$ 292,619	\$ 1,484,704	\$ 292,619	Not Applicable
% ACTUAL TO BUDGET	80.11%	79.74%	130.93%	801.79%	Not Applicable
<i>Note on Natural Gas Sales: Detail break-down for individual rate class is shown in NATURAL GAS RETAIL SALES section.</i>					
<b>OTHER REVENUES</b>					
OP REVENUE	-	-	-	-	-
MISC REVENUE	-	-	40	25,061	290
CONTRIBUTED CAPITAL	-	-	-	-	-
SALE FIXED ASSETS	-	-	-	-	-
TAP FEES	1,638	6,206	19,016	31,464	43,279
OTHER REV	-	-	2,015	-	2,015
ADMIN ALLOC	12,056	17,144	90,456	71,575	176,639
INT/INVEST INCOME	-	-	-	-	-
STATE GRANTS	-	-	-	-	-
MGAG REBATE	-	-	114,493	92,299	114,493
TRANSFER FROM CIP	3,577	-	34,851	181,258	69,482
<b>OTHER REVENUES (ACTUAL)</b>	<b>\$ 17,271</b>	<b>\$ 23,350</b>	<b>\$ 260,871</b>	<b>\$ 401,657</b>	<b>\$ 406,198</b>
AS BUDGET	\$ 32,320	\$ 17,431	\$ 161,600	\$ 87,157	Not Applicable
% ACTUAL TO BUDGET	53.44%	133.95%	161.43%	460.84%	Not Applicable
<b>TOTAL REVENUES (ACTUAL)</b>	<b>\$ 255,136</b>	<b>\$ 256,682</b>	<b>\$ 2,204,798</b>	<b>\$ 2,747,836</b>	<b>\$ 3,500,239</b>
AS BUDGET	\$ 329,261	\$ 310,051	\$ 1,646,304	\$ 1,550,254	Not Applicable
% ACTUAL TO BUDGET	77.49%	82.79%	133.92%	177.25%	Not Applicable

MOST RECENT  
12-MONTH

	May 2020	May 2019	FY2020 YTD	FY2019 YTD	
<b>PERSONNEL</b>					
Compensation	\$ 36,723	\$ 41,566	\$ 134,691	\$ 141,809	\$ 339,837
Benefits	18,957	22,955	79,765	82,672	172,564
<b>PERSONNEL (ACTUAL)</b>	<b>\$ 55,689</b>	<b>\$ 64,521</b>	<b>\$ 214,624</b>	<b>\$ 224,589</b>	<b>\$ 512,733</b>
AS BUDGET	\$ 53,644	\$ 42,400	\$ 268,222	\$ 211,998	Not Applicable
% ACTUAL TO BUDGET	103.81%	152.17%	80.02%	105.94%	Not Applicable

**CONTRACTED SERVICES**

Consulting	\$ -	\$ 130	\$ 69	\$ 7,007	\$ 8,835
Util Protect Ctr	-	-	-	-	-
Landfill Fees	-	-	-	-	-
Custodial Service	-	-	-	-	-
Lawn & Maint	-	-	-	-	-
Holiday Events	-	-	-	-	-
Security Sys	-	-	-	-	-
Equipment Rep & Maint	-	-	8	429	8,240
Vehicle Rep & Maint Outside	-	-	-	543	1,464
R&M System - Outside	4,350	315	10,660	56,692	73,962
R & M Buildings - Outside	66	1,250	66	1,250	1,651
Maintenance Contracts	222	727	11,238	1,806	13,378
Equip Rent/Lease	454	175	2,005	1,275	5,880
Pole Equip Rent/Lease	-	-	-	-	-
Equipment Rental	-	54	97	288	260
Repairs & Maintenance (Outside)	-	-	-	-	-
Landfill Fees	-	-	-	-	-
Maint Contracts	-	-	-	-	-
Other Contract Svcs	-	-	-	-	-
Comm Svcs	605	576	2,912	2,642	8,324
Postage	-	-	-	-	882
Adverstising	-	-	912	-	912
Mkt Expense	-	-	1,050	8,158	3,483
Printing	-	-	1,715	-	1,764
Util Bill Print Svcs	-	-	-	-	-
Dues & Sub	-	-	-	-	-
Travel	-	-	-	235	1,690
Fees	350	-	553	550	893
Ga Dept Rev Fee	-	-	-	50	-
Training & Ed	-	4,500	7,975	5,748	11,865
Gen Liab Ins	-	-	-	-	-
Uniform Rent	-	-	-	-	-
Contract Labor	1,374	1,580	18,564	19,072	23,338
Shipping/Freight	-	-	-	178	742
<b>CONTRACTED SERVICES (ACTUAL)</b>	<b>\$ 7,422</b>	<b>\$ 9,306</b>	<b>\$ 57,823</b>	<b>\$ 105,924</b>	<b>\$ 167,562</b>
AS BUDGET	\$ 19,338	\$ 18,171	\$ 96,688	\$ 90,854	Not Applicable
% ACTUAL TO BUDGET	38.38%	51.22%	59.80%	116.59%	Not Applicable

	May 2020	May 2019	FY2020 YTD	FY2019 YTD	12-MONTH
<b>SUPPLIES</b>					
Gas Cost	88,423	107,800	678,962	1,012,371	963,861
Office Supplies	115	41	1,124	866	1,703
Postage	-	-	-	-	-
Furniture <5000	-	6,300	-	6,300	-
Auto Parts	-	134	649	1,833	2,782
Construction Materials	-	-	1,183	-	6,061
Damage Claims	-	445	-	2,374	-
Tires	-	-	1,519	25	3,053
Uniform Expense	838	-	838	1,202	2,844
Janitorial	63	63	446	398	1,294
Computer Equipment	-	-	-	2,057	1,450
Equipment Parts	29	-	115	41	2,495
Repair & Maintenance	3,859	9,539	12,047	19,180	66,318
Util Costs - Util Fund	368	412	1,800	1,944	4,411
Covid-19 Expenses	10,326	-	10,326	-	10,326
Util Cost - Other Fund	-	-	-	-	-
Mileage Reimb	-	-	-	-	-
Auto & Truck Fuel	1,009	1,461	5,132	5,443	18,412
Food	487	37	802	331	1,786
Sm Tool & Min Equip	826	175	10,140	3,177	39,470
Meters	-	-	-	-	-
Sm Oper Supplies	310	404	4,065	6,001	12,681
Construction Material	-	-	-	-	-
Tires	-	-	-	-	-
Uniform Exp	-	-	-	-	-
Repairs & Maintenance (Inside)	-	-	-	-	-
Equip Pur (<\$5M)	-	-	-	-	-
Dam Claims	-	-	-	-	-
Misc	-	-	-	-	-
<b>SUPPLIES (ACTUAL)</b>	<b>\$ 106,653</b>	<b>\$ 126,810</b>	<b>\$ 729,148</b>	<b>\$ 1,063,543</b>	<b>\$ 1,138,948</b>
AS BUDGET	\$ 138,175	\$ 12,015	\$ 690,874	\$ 60,075	Not Applicable
% ACTUAL TO BUDGET	77.19%	1055.43%	105.54%	1770.36%	Not Applicable

**CAPITAL OUTLAY**

Cip	\$ 3,577	\$ -	\$ 34,851	\$ 123,758	\$ 50,604
Capital Expenditures	\$ -	\$ -	\$ -	\$ 57,500	\$ 5,618
Amortization Def Chg 2016 Bond	\$ -	\$ -	\$ 2,160	\$ 2,160	\$ 4,320
Depr Exp	\$ 13,956	\$ -	\$ 69,782	\$ -	\$ 223,193
Int Exp 2016 Rev Bond	2,914	3,296	14,572	16,478	36,112
<b>CAPITAL OUTLAY (ACTUAL)</b>	<b>\$ 20,448</b>	<b>\$ 3,296</b>	<b>\$ 121,365</b>	<b>\$ 199,896</b>	<b>\$ 319,847</b>
AS BUDGET	\$ 3,177	\$ 3,560	\$ 15,884	\$ 17,800	Not Applicable
% ACTUAL TO BUDGET	643.66%	92.57%	764.07%	1123.04%	Not Applicable

	May 2020	May 2019	FY2020 YTD	FY2019 YTD	
<b>FUND TRANSFERS</b>					
Admin Alloc - Adm Exp	\$ 82,838	\$ 49,789	\$ 416,144	\$ 195,472	\$ 703,900
Transfer To Gf	21,796	24,951	132,044	160,468	200,834
Transfer To Cip	22,234	15,028	111,172	75,139	216,367
Transfer - Insurance	-	-	-	-	-
Transfer - E&R	22,234	15,028	111,172	75,139	216,367
<b>FUND TRANSFERS (ACTUAL)</b>	<b>\$ 149,103</b>	<b>\$ 104,795</b>	<b>\$ 770,531</b>	<b>\$ 506,219</b>	<b>\$ 1,337,467</b>
AS BUDGET	\$ 108,198	\$ 86,066	\$ 540,988	\$ 430,330	Not Applicable
% ACTUAL TO BUDGET	137.81%	121.76%	142.43%	117.64%	Not Applicable
<b>TOTAL EXPENSES (ACTUAL)</b>	<b>\$ 339,314</b>	<b>\$ 308,729</b>	<b>\$ 1,893,491</b>	<b>\$ 2,100,171</b>	<b>\$ 3,476,557</b>
AS BUDGET	\$ 322,531	\$ 162,211	\$ 1,612,656	\$ 811,057	Not Applicable
% ACTUAL TO BUDGET	105.20%	190.32%	117.41%	258.94%	Not Applicable



**May 2020**

**Monthly Report**

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CITY OF MONROE FIRE DEPT		2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020	2020
		JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL-YTD	
<b>INCIDENT REPORTS</b>															
	FIRES	4	4	2	5	9								24	
	EMS/RESCUE	114	100	105	69	156								544	
	HAZARDOUS COND.	5	8	4	10	8								35	
	SERVICE CALL	10	5	10	9	18								52	
	GOOD INTENT	47	55	57	52	71								282	
	FALSE ALARMS	15	6	6	8	14								49	
	SEVER WEATHER	0	0	0	0	0								0	
	<b>Total Service Calls</b>	<b>195</b>	<b>178</b>	<b>184</b>	<b>153</b>	<b>276</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>986</b>	

Fire Loss/Save Report

	Loss	Saved
January	\$ -	\$ -
February	\$ 750.00	\$ 173,450.00
March	\$ 2,000.00	\$ 213,274.00
April	\$ 5,000.00	\$ 36,400.00
May	\$ 163,700.00	\$ 23,525.00
June		
July		
August		
September		
October		
November		
December		
<b>TOTAL</b>	<b>\$ 171,450.00</b>	<b>\$ 446,649.00</b>

Fire Notes:

- Hydrant testing is completed
- Hydrant Maintenance Continues



**POLICE**

**DEPARTMENT**

**MONTHLY REPORT**

**JULY**

**2020**







# Local Number Inbound Summary

Fri, May 1, 2020 12:00 AM -  
Sun, May 31, 2020 11:59 PM

Local Numbers	1	Total Calls	1,534
Total Answered Calls	1,027	Total Abandoned Calls	524
Total Distinct Callers	556	Total Call Duration	48:19:57
Total Talking Duration	27:06:17	Avg Call Duration Per Call	0:01:53
Avg Talking Duration Per Call	0:01:35	Max Call Duration	0:28:25
Avg Time to Answer Per Call	0:00:11	Max Time to Answer	0:01:55
Percent Answered	66.9%	Percent Abandoned	34.2%

Local Number	Total Calls	Answered Calls	Abandoned Calls	Distinct Callers	Total Call Duration	Total Talking Duration	Avg Call Duration	Avg Talking Duration	Max Call Duration	Avg Time to Answer	Max Time to Answer	Percent Answered	Percent Abandoned
7702677576	1,534	1,027	524	556	48:19:57	27:06:17	0:01:53	0:01:35	0:28:25	0:00:11	0:01:55	66.9%	34.2%

### COMPARISON OF CITATIONS 2019/2020

	May-19	May-20
CITATIONS/WARNINGS ISSUED:	638	251
ADJUDICATED/CLOSED CASES	605	0
FINES COLLECTED PER MONTH	\$47,468.00	\$16,297.00
YEAR TO DATE COLLECTED:	\$295,668.20	\$167,087.12

**MAY 2020 Training Hours for Monroe Police Department**

GPSTC online training: 10

Conference training: 0

In-service Training: 117

Off Site Training: 52

Total Training Hours: 179

Crime Statistics Report  
Reporting Month: MAY

Part I Type	2019 MAY	2020 MAY	%Change	2019 Year to Date	2020 Year to Date	
Homicide	0	0	0.00%	0	0	0.00%
Rape	0	2	200.00%	3	4	33.33%
Robbery	2	0	-100.00%	12	6	-50.00%
Aggravated Assault	3	3	0.00%	14	15	7.14%
Burglary	4	10	150.00%	37	54	45.95%
Larceny	26	51	96.15%	116	198	70.69%
Vehicle Theft	3	12	300.00%	3	22	633.33%
Arson	0	0	0.00%	0	0	0.00%
<b>TOTAL</b>	<b>38</b>	<b>78</b>	<b>105.26%</b>	<b>185</b>	<b>299</b>	<b>61.62%</b>

PART II Type	2019 MAY	2020 MAY		2019 Year to Date	2020 Year to Date	
Other Assaults	20	31	55.00%	55	114	107.27%
Forgery/Counterfeit	5	2	-60.00%	13	9	-30.77%
Fraud	2	10	400.00%	15	20	33.33%
Embezzlement	0	0	0.00%	0	0	0.00%
Stolen Property	0	0	0.00%	0	0	0.00%
Vandalism	11	1	-90.91%	29	1	-96.55%
Weapons	1	27	2600.00%	1	67	6600.00%
Prostitution	0	0	0.00%	0	0	0.00%
Other Sex Offnses	1	1	0.00%	0	7	700.00%
Narcotics	1	30	2900.00%	1	63	6200.00%
Gambling	0	0	0.00%	0	0	0.00%
Family viol/children	1	59	5800.00%	2	181	8950.00%
DUI	3	4	33.33%	8	8	0.00%
Liquor Laws	0	0	0.00%	0	0	0.00%
Disorderly Conduct	18	7	35.00%	35	16	-54.29%
<b>TOTAL</b>	<b>63</b>	<b>172</b>	<b>173.02%</b>	<b>159</b>	<b>486</b>	<b>205.66%</b>

Arrests H	2019 MAY	2020 MAY		2019 Year to Date	2020 Year to Date	
Adults	98	84	-14.29%	304	208	-31.58%
Juveniles	9	0	-100.00%	14	5	-64.29%
<b>TOTAL</b>	<b>107</b>	<b>84</b>	<b>-21.50%</b>	<b>318</b>	<b>213</b>	<b>-33.02%</b>



# WALTON COUNTY 911

## Radio Log Statistical Report, by Unit

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<u>Unit</u>	<u>Unit Description</u>	<u>Number of Logs</u>
304	LAW ENFORCEMENT UNIT	3
311	LAW ENFORCEMENT UNIT	6
322	LAW ENFORCEMENT UNIT	22
323	LAW ENFORCEMENT UNIT	594
324	LAW ENFORCEMENT UNIT	232
325	LAW ENFORCEMENT UNIT	292
327	LAW ENFORCEMENT UNIT	247
341	LAW ENFORCEMENT UNIT	136
342	LAW ENFORCEMENT UNIT	418
343	LAW ENFORCEMENT UNIT	300
344	LAW ENFORCEMENT UNIT	446
345	LAW ENFORCEMENT UNIT	83
346	LAW ENFORCEMENT UNIT	260
347	LAW ENFORCEMENT UNIT	471
348	LAW ENFORCEMENT UNIT	205
349	LAW ENFORCEMENT UNIT	1109
351	LAW ENFORCEMENT UNIT	3
353	LAW ENFORCEMENT UNIT	8
355	LAW ENFORCEMENT UNIT	403
356	LAW ENFORCEMENT UNIT	663
357	LAW ENFORCEMENT UNIT	175
359	LAW ENFORCEMENT UNIT	587
360	LAW ENFORCEMENT UNIT	644
362	LAW ENFORCEMENT UNIT	954
363	LAW ENFORCEMENT UNIT	100
364	LAW ENFORCEMENT UNIT	584
365	LAW ENFORCEMENT UNIT	335
366	LAW ENFORCEMENT UNIT	1
367	LAW ENFORCEMENT UNIT	219
369	LAW ENFORCEMENT UNIT	403
<b>Total Radio Logs:</b>		<b>9903</b>

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**Report Includes:**

All dates between `00:00:00 05/01/20` and `23:59:59 05/31/20`, All agencies matching `MPD`, All zones, All units, All tencodes matching `1066`, All shifts



# WALTON COUNTY 911

## Law Total Incident Report, by Nature of Incident

<u>Nature of Incident</u>	<u>Total Incidents</u>
(Not Defined)	1
FIGHT VIOLENT	10
ANIMAL BITE	1
ANIMAL COMPLAINT	13
INJURED ANIMAL	2
VICIOUS ANIMAL	1
PROWLER	4
ATTEMPTED BURGLARY	1
BURGLARY IN PROGRESS	5
BURGLARY REPORT	6
DOMESTIC NON-VIOLENT	66
DOMESTIC VIOLENT	2
WARRANT SERVICE	11
SUBJECT WITH WEAPON	4
SUSPICIOUS PERSON	103
SUSPICIOUS VEHICLE	132
SUICIDE ATTEMPT	1
SUICIDE THREAT	6
KEYS LOCKED IN VEHICLE	110
SPEEDING AUTO	11
ACCIDENT NO INJURIES	50
ACCIDENT WITH A DEER	2
ACCIDENT WITH INJURIES	5
OFFICER INVOLVED ACCIDENT	2
PERSON STRUCK WITH AUTO	1
ACCIDENT UNKNOWN INJURIES	4
ROAD HAZARD	6
LIVESTOCK IN ROADWAY	1
DRUNK DRIVER	2
INTOXICATED PERSON	2
HIT AND RUN	9
TRANSPORT FOR BUSINESS	4
FUNERAL ESCORT	2
TRANSPORT	13
DISABLED VEHICLE	27
AREA/BLDG CHECK	59
LITTERING/ILLEGAL DUMPING	3
CHILD ABUSE	1
SEXUAL ASSAULT	4
CHASE	6
BUSINESS ALARM	45
CHURCH ALARM	1
RESIDENTIAL ALARM	18
SCHOOL ALARM	1



<u>Nature of Incident</u>	<u>Total Incidents</u>
SUBJECT IN CUSTODY	2
DEMENTED PERSON NON-VIOLENT	15
STOLEN VEHICLE	8
911 HANGUP	29
CONTROL SUBSTANCE PROBLEM	15
AGENCY ASSISTANCE	9
AGGRAVATED ASSAULT	1
ASSAULT	5
ASSAULT LAW ENFORCEMENT ONLY	5
CHILD CUSTODY DISPUTE	1
CIVIL ISSUE/DISPUTE	20
COUNTERFEIT MONEY	2
DAMAGE TO PROPERTY	30
DISPUTE NON VIOLENT IN NATURE	81
DISPUTE VIOLENT IN NATURE	2
DISTRUBING THE PEACE	18
DISORDERLY CONDUCT	1
EMERGENCY MESSAGE	2
LE ASSIST FOR EMS	26
ENTERING AN AUTO	28
EXPLOSIVES PROBLEM	1
EXTRA PATROL REQUEST	4
ASSIST FIRE DEPARTMENT	11
FIREARMS DISCHARGED	22
FIREWORKS	2
FOLLOW UP TO PREVIOUS CALL	2
FOUND PROPERTY	12
FRAUD	14
GUNSHOT WOUND PRIORITY 2	1
HARRASSING PHONE CALLS	3
HARRASSMENT	5
ILLEGAL PARKING	2
INFORMATION REPORT	2
JUVENILE COMPLAINT	18
JUVENILE PROBLEM -NO COMPLAINT	1
LOST ITEM REPOR	5
LOUD MUSIC COMPLAINT	27
MISSING PERSON	6
MISCELLANEOUS LAW INCIDENT	33
PERSON SICK PRIORTY 1	1
POWER LINES DOWN	1
RECOVERED STOLEN VEHICLE	1
ROAD RAGE	2
PHONE CALLS/MAIL SCAMS	1
SEARCH WARRANT	2
SHOPLIFTING	16
SHOTS FIRED	3
STABBING PRIORTY 3	1
THEFT IN PROGRESS	1
THEFT REPORT	33

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<u>Nature of Incident</u>	<u>Total Incidents</u>
THREATS	9
TRAFFIC VIOLATION	595
TRAILER INSPECTION	4
TREE DOWN	2
TRESPASSING	4
UNKNOWN PRIORITY 1	2
UNKNOWN LAW PROBLEM	9
UNSECURE PREMISES	4
VANDALISM CHURCH CEMETERY	1
VEHICLE INSPECTION	13
VIOLATION TPO	1
WELFARE CHECK	28

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Total reported: 1963

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**Report Includes:**

All dates between `00:00:00 05/01/20` and `23:59:59 05/31/20`, All agencies matching `MPD`, All natures, All locations, All responsible officers, All dispositions, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes



**CODE**

**DEPARTMENT**

**MONTHLY REPORT**

**July**

**2020**

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The Code Department of the City of Monroe respectfully submits this report to the Mayor and Council. It is the intent of this report to highlight statistics, specific job duties, and any job functions related to the Code Department during the time period of May 1, 2020 thru May 31, 2020.

### **Statistics:**

- Total Calls: 495
- Total Minutes: 23:55:44
- Total Minutes/Call: 2:54
- Code Inspections: 103
- Total Permits Written: 47
- Amount collected for permits: \$6733.00
- Check postings for General Ledger: 57

### **Business/Alcohol Licenses new & renewals:**

- **New Businesses:** 4
  - Elevate Outfitters – 101B N. Broad St.
  - Jelilade Global – 333 Alcovy St. Ste 7Q
  - Kirkpatrick’s Turf & Landscape Management – 759 Fleeting Way – residential office only
  - Pressed on Budget – 505 S. Hammond Dr. – residential office only
- **Closed Businesses:** 11
  - Best Rate Insurance, Tax & Title Pawn – 119 N. Midland Ave.
  - Bryant Insurance – 1121 W. Spring St. – change of ownership
  - First Choice Taxes & More – 924 W. Spring St.
  - Gold Pak LLC – 1135 E. Church St. – change of ownership
  - Hometown Liquidations – 105D Vine St.
  - JG Goins Enterprises dba The Cotton Café – 136 N. Broad St.
  - Manifest Motors – 333 Alcovy St. Ste 7E
  - Piedmont Urgent Care & Imaging – 2151 W. Spring St.
  - Revolutionaries Market – 101B N Broad St.
  - Speciality Retailers dba Goody’s – 1215 W. Spring St.
  - The Pro Agency – 129 N. Midland Ave.

### **Major Projects**

- Major Projects Permitted:
- Major Projects Ongoing: Main Street Apartments 698 S broad Street, 416 S Broad Street  
John’s Supermarket, 215 Breedlove Dr – Monroe Self Storage, Monroe Pavilion, and 100 S Broad St. – The Roe

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**Code Department:**

- Receiving business license payments, affidavits and identification.
- Making numerous phone calls regarding insufficient paperwork and/or incorrect amounts for license payments
- Returning payments that are incorrect amounts
- Processing paperwork for alcohol licenses and special event permits
- Checking turn on list from utilities and contacting businesses that have not purchased business licenses
- Checking all businesses for delinquent city and county personal property taxes prior to accepting payments for licenses
- Researching state license requirements for businesses
- Updating spread sheets regarding business licenses, number of employees, E-Verify #'s etc.
- Applications for PTVR registrations and renewals
- Communicating with Tyler regarding problems and additional features that we need with EnerGov as well as InCode
- Balancing monthly reports
- Issuing permits for Building, Electrical, Plumbing and HVAC
- Receiving and preparing Rezones, variances, Conditional Uses, COA's, etc. for Meetings.
- Scheduling inspections for contractors.
- Preparing agenda items for Planning & Zoning and Historic Preservation Meetings.
- Scheduling Planning and Zoning and Historic Preservation meetings and attending
- Taking minutes for Planning & Zoning and Historic Preservation meetings and preparing them
- Taking and recording complaints.
- Researching Zoning Inquiries.
- Responding online inquiries.
- Cleaning up expired permits.
- Preparing all permit reports and copies of permit for County Tax Dept.
- Preparing and reviewing permits for Bureau Veritas Billing
- Entering data for inspections being done into Energov software.

**City Marshal:**

- Patrolled city daily.
  - Removed 66 signs from road way.
  - 276 repair/cleanup orders and Re-inspections
  - Transported city funds for deposit to banks daily.
  - Investigated 2 utility tampering and theft cases. 6 citations
  - Represented city in Municipal Court.
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**Historic Preservation Commission:**

NONE

**Planning Commission:**

Request for Rezone from R2 to R1A – 1020 S Madison Ave – Recommend Approval

Request for Rezone from P/R1A to PRD – 603 & 606 Alcovy – Recommend Approval  
with conditions and later pulled from agenda.

Request for Rezone from MH to PRD – 120 Vine St – Tabled

Request for COA – 2050 W Spring St – COA Granted.

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5/1/2020	735 WALTON RD.	TALL GRASS/WEEDS	R/C	5/15/2020	CUT	
5/1/2020	811 HICKERY DR.	TALL GRASS/WEEDS	R/C	5/15/2020	CUT	
5/1/2020	431 SWEETGUN	TALL GRASS/WEEDS	R/C	5/15/2020	CUT	
5/4/2020	435 SWEETGUN	TALL GRASS/WEEDS	R/C	5/16/2020	CUT	
5/4/2020	883 HICKORY DR.	OLD VEHICLE	R/C	5/16/2020		
5/5/2020	916 N. BROAD ST.	TALL GRASS/WEEDS	R/C	5/20/2020	CUT	
5/5/2020	125-B TANGLEWOOD DR.	TALL GRASS/WEEDS	R/C	5/20/2020	CUT	
5/6/2020	116-A TANGLEWOOD DR.	TALL GRASS/WEEDS	R/C	5/21/2020	CUT	
5/6/2020	116-B TANGLEWOOD DR.	TALL GRASS/WEEDS	R/C	5/21/2020	CUT	
5/6/2020	212-A TANGLEWOOD DR.	JUNK/TRASH IN YARD	R/C	5/21/2020	CLEANED	
5/6/2020	212-B TANGLEWOOD DR.	TALL GRASS/WEEDS	R/C	5/21/2020	CUT	
5/7/2020	204-B TANGLEWOOD DR.	OPEN OUTDOOR STORAGE	R/C	5/22/2020	AREA CLEANED	
5/7/2020	223-B TANGLEWOOD DR.	TALL GRASS/WEEDS	R/C	5/22/2020	CUT	
5/7/2020	237-B TANGLEWOOD DR.	JUNK/TRASH IN YARD	R/C	5/22/2020	CLEANED	
5/8/2020	300-A TANGLEWOOD DR.	YARD NEEDS CLEANING	R/C	5/23/2020	CLEANED	
5/8/2020	223-A TANGLEWOOD DR.	TALL GRASS/WEEDS	R/C	5/23/2020	CUT	
5/8/2020	223-B TANGLEWOOD DR.	TALL GRASS/WEEDS	R/C	5/23/2020	CUT	
5/11/2020	300-B TANGLEWOOD DR.	TRASH/JUNK IN YARD	R/C	5/27/2020	CLEANED	
5/11/2020	420 EDWARDS ST.	TALL GRASS/WEEDS	R/C	5/27/2020	CUT	
5/11/2020	117 W. MARABLE ST.	JUNK IN YARD	R/C	May-20	CLEANED	
5/12/2020	121 W. MARABLE ST.	TALL GRASS/WEEDS	R/C	5/28/2020	CUT	
5/12/2020	139 W. MARABLE ST.	OPEN OUTDOOR STORAGE	R/C	5/28/2020	CLEANED	
5/12/2020	146-B W. MARABLE ST.	TRASH/JUNK IN YARD	R/C	5/28/2020	CLEANED	
5/13/2020	COOK PLACE APT. 15 UNITS	JUNK/TRASH IN YARD	R/C	5/29/2020	CLEANED	
5/13/2020	341 TURNER ST.	TRASH/JUNK IN YARD	R/C	5/29/2020	CLEANED	
5/13/2020	332 TURNER ST.	YARD NEEDS CLEANING, TALL GRASS	R/C	5/29/2020	CLEANED	
5/14/2020	325 TURNER ST.	TALL GRASS/WEEDS	R/C	5/30/2020	CUT	
5/14/2020	335 BOLD SPRINGS AVE.	JUNK IN YARD	R/C	5/30/2020	CLEANED	
5/15/2020	311 ETTEN DR.	TALL GRASS/WEEDS	R/C	6/1/2020	CUT	
5/15/2020	1355 ARMISTEAD CIR.	TALL GRASS/WEEDS	R/C	6/1/2020	CUT	
5/15/2020	1360 ARMISTEAD CIR.	TALL GRASS/WEEDS	R/C	6/1/2020	CUT	
5/15/2020	726 REED ST.	TIRES IN YARD, TALL GRASS	R/C	6/1/2020	CLEANED	
5/18/2020	304 CARWOOD DR.	TALL GRASS/WEEDS	R/C	6/3/2020	CUT	
5/18/2020	142 5TH ST.	JUNK/TRASH IN YARD	R/C	6/3/2020	CLEANED	
5/19/2020	140 5TH ST.	TALL GRASS/WEEDS	R/C	6/4/2020	CUT	
5/19/2020	144 5TH ST.	JUNK/TRASH IN YARD	R/C	6/4/2020	CLEANED	
5/19/2020	128 5TH ST.	TALL GRASS/WEEDS	R/C	6/4/2020	CUT	
5/20/2020	122 5TH ST.	TALL GRASS/WEEDS	R/C	6/5/2020	CUT	
5/20/2020	119 5TH ST.	TALL GRASS/WEEDS	R/C	6/5/2020	CUT	
5/20/2020	129 PERRY ST.	TRASH/JUNK IN YARD	R/C	6/5/2020	CLEANED	
5/21/2020	113 PERRY ST.	JUNK/TRASH IN YARD	R/C	6/6/2020	CLEANED	
5/21/2020	139 W. MARABLE ST.	OPEN OUTDOOR STORAGE	R/C	6/7/2020	WORKING WITH OWNER	
5/21/2020	227 MARABLE ST.	TALL GRASS/WEEDS	R/C	6/7/2020	CUT	
5/22/2020	306 MARABLE ST.	TALL GRASS/WEEDS	R/C	6/7/2020	CUT	
5/22/2020	1002 WINDSOR DR.	VEHICLE IN YARD, TALL GRASS	R/C	6/7/2020	CUT	
5/25/2020	1008 WINSOR DR.	TALL GRASS/WEEDS	R/C	6/11/2020	CUT	

5/25/2020	343 MADISON AVE.	TALL GRASS/WEEDS	R/C	6/11/2020	CUT	
5/25/2020	347 MADISON AVE.	JUNK IN YARD, TIRES	R/C	6/11/2020	CLEANED	
5/26/2020	310 MADISON AVE.	TALL GRASS/WEEDS	R/C	6/12/2020	CUT	
5/26/2020	206 BOLDS SPRING AVE.	TALL GRASS/WEEDS	R/C	6/12/2020	CUT	
5/26/2020	339 MADISON AVE.	TALL GRASS/WEEDS	R/C	6/12/2020	CUT	
5/26/2020	337 MADISON AVE.	TIRES IN YARD, TALL GRASS	R/C	6/12/2020	CLEANED	
5/27/2020	602 ROOSEVELT ST.	TALL GRASS/WEEDS	R/C	6/13/2020	CUT	
5/27/2020	127 PERRY ST	TRASH/JUNK IN YARD	R/C	6/14/2020	CLEANED UP	
5/28/2020	121 PERRY ST	TRASH/JUNK IN YARD	R/C	6/15/2020	CLEANED UP	
5/28/2020	113 PERRY ST.	JUNK/TRASH IN YARD	R/C	6/15/2020	CLEANED UP	
5/29/2020	121 MORROW ST.	JUNK WOOD/ MISC JUNK IN YARD	R/C	6/16/2020	WORKING WITH OWNER	
5/29/2020	118 OAK ST.	JUNK IN YARD	R/C	6/16/2020	CLEANED UP	
5/29/2020	520 OAK ST.	OLD VEHICLE IN YARD	R/C	6/16/2020	MOVED	



5/1/2020	WASHINGTON AVE	42-97 VACANT LOT	R/C	OVERGRONWN LOT MAILED OUT	F/U 05/11/2020 CLOSED COMPLIED 05/11/2020
5/4/2020	926 E. CHURCH STREET	18-262, 42-97	R/C	OWNER, RESIDENT, ROOF NEEDS CLEANING OFF, WEEDS AND GRASS	F/U 05/12/2020 GRASS CUT COMPLIED 05/19/2020
5/4/2020	329 WOODLAND ROAD	18-258	R/C	VEHICLE PARKED ON GRASS	F/U 05/12/2020 CLOSED COMPLIED 05/12/2020
5/4/2020	406 PINE PARK STREET	42-97	R/C	GRASS AND WEEDS TO BE CUT	F/U 05/12/2020 COMPLIED CUT 05/12/2020
5/4/2020	620 DAVIS STREET	42-97	R/C	GRASS AND WEEDS TO BE CUT	F/U 05/12/2020 05/11 POSTAGE RETURNED FROM RESIDENT ADDRESS CUT 05/20
5/4/2020	124 BAKER STREET	42-97, 18-258, 18-259	R/C	2ND NOTICE FOR VEHICLES PARKING ON GRASS FRONT	F/U 05/12/2020 NEXT VIOLATION WILL BE A CITATION COMPLIED 05/12/2020
5/5/2020	118 4TH STREET	42-97	R/C	MAILED TO OWNER VERBAL WITH STEVE MILLEDGE ON 04/15 NOT CUT YET	F/U 05/13/2020 CUT COMPLIED CLOSED
5/5/2020	302 S. HAMMOND DR	42-97	R/C	GRASS AND WEEDS TO BE CUT AND MAINTAINED 2ND NOTICE 12 MONTHS	F/U 05/13/2020 CUT COMPLIED CLOSED 05/13/2020
5/5/2020	406 PINE PARK STREET	42-97	R/C	GRASS AND WEEDS TO BE CUT AND MAINTAINED 2ND NOTICE 12 MONTHS	F/U 05/13/2020 ARNOLD PROPERTIES CUT COMPLIED 05/13/2020
5/5/2020	254 BRIDGEPORT LANE	42-97	R/C	GRASS AND WEEDS TO BE CUT AND MAINTAINED	F/U 05/13/2020 ARNOLD PROPERTIES CUT COMPLIED 05/13/2020
5/5/2020	913 S. BROAD STREET	42-97	R/C	GRASS AND WEEDS TO BE CUT AND MAINTAINED, RENTAL PROPERTY	F/U 05/13/2020 HUGH WILLIAMSON RENTALS CUT COMPLIED 05/13/2020
5/5/2020	415 WALKER DRIVE	540.2, 62-9	R/C	R.V. PARKED IN FRONT BY ROADWAY, JUNK VEHICLES ON PROPERTY	F/U 05/19/2020 (14) DAYS RENTAL PROPERTY, DENISE PUTMAN COMPLIED 05/19
5/5/2020	515 SHERWOOD DRIVE	18-258, 18-259	R/C	PARKING ON FRONT LAWN (FOUR EAGLE INVESTMENTS, (7) DAYS	F/U 05/13/2020 RENTAL COMPLIED 05/13/2020
5/5/2020	519 SHERWOOD DRIVE	18-258, 18-259	R/C	PARKING ON FRONT LAWN (FOUR EAGLE INVESTMENTS, (7) DAYS	F/U 05/13/2020 RENTAL COMPLIED 05/13/2020
5/5/2020	520 SHERWOOD DRIVE	62-9, 18-258, 18-259	R/C	JUNK VEHICLE ON FRONT GRASS, VEHICLE PARKING ON GRASS FRONT	F/U 05/13/2020 FOUR EAGLE INVESTMENTS. RENTAL EXT. 05/22/2020 CLOSED
5/5/2020	400 PINE CIRCLE	RE-INSPECTED	R/C	PINE TREES CLEARED FROM PROPERTY CLOSED	CLOSED
5/6/2020	1012 E. CHURCH STREET	42-97	R/C	GRASS TO BE CUT, 2ND NOTICE IN 3MONTH (7) DAYS	F/U 05/14/2020 CALLED BACK LEFT MESSAGE 05/12 CUT CLOSED
5/6/2020	512 LANDERS STREET	42-97	R/C	GRASS AND WEEDS TO BE CUT, RENTAL PROPERTY (7) DAYS	F/U 05/14/2020 CUT CLOSED COMPLIED 05/14/2020
5/6/2020	526 LANDERS STREET	42-97	R/C	MAINTANANCE TO BE CONDUCTED BY CITY PROPERTY IN PROBATE	F/U 05/14/2020
5/6/2020	514 LANDERS STREET	42-97	R/C	GRASS AND WEEDS TO BE CUT AND MAINTAINED (7) DAYS	F/U 05/14/2020 CUT COMPLIED 05/14/2020
5/6/2020	521 LANDERS STREET	42-97 62-9	R/C	JUNK IN YARD, CARPORT AND GRASS/WEEDS TO BE CUT (7) DAYS	F/U 05/14/2020 CUT CLOSED COMPLIED 05/14/2020
5/6/2020	1301 E. CHRUCH STREET	42-97	R/C	GRASS/WEEDS TO BE CUT AND MAINTAINED (7) DAYS	F/U 05/14/2020 CUT CLOSED COMPLIED 05/14/2020
5/6/2020	732 DAVIS STREET	42-97	R/C	RESIDENCE IS VACANT, REMODELED (7) DAYS SENT TO PROPERTY OWNER	F/U 05/14/2020 COMPLIED 05/22/2020 CLOSED
5/6/2020	111 NORRIS STREET	42-97 POSTED	R/C	POSTED NOTICE ON FRONT WINDOW OF RESIDENCE (7) DAYS	F/U 05/14/2020
5/7/2020	234 BOULVARD	42-97	R/C	CALLED OWNER CLEAN UP COMPLETED BY DAYS END	CLOSED 05/08/2020
5/7/2020	144 5TH STREET	42-97, 62-9	R/C	SERVED RESIDENT, PROPERTY CLEAN-UP JUNK TRASH, GRASS TO BE CUT	F/U 05/15/2020 CLOSED COMPLIED 05/15/2020
5/8/2020	112 3RD STREET	42-97	R/C	MAILED OUT GRASS AND WEEDS TO BE CUT	F/U 05/15/2020 CLOSED COMPLIED 05/15/2020
5/8/2020	114 W. 5TH STREET	42-97	R/C	MAILED OUT GRASS AND WEEDS TO BE CUT	F/U 05/15/2020 CLOSED 05/15/2020
5/8/2020	119 W. 5TH STREET	42-97	R/C	MAILED OUT GRASS AND WEEDS TO BE CUT	F/U 05/15/2020 EXT TILL 05/22/2020 CLOSED 05/26/2020
5/8/2020	144 W. 5TH STREET	42-97	R/C	MAILED OUT GRASS AND WEEDS TO BE CUT	F/U 05/15/2020 CLOSED COMPLIED 05/15/2020
5/8/2020	125 6TH STREET	42-97	R/C	MAILED OUT GRASS AND WEEDS TO BE CUT	F/U 05/15/2020 CLOSED COMPLIED 05/15/2020
5/8/2020	129 6TH STREET	42-97, 185-258,	R/C	MIALED OUT, GRASS AND WEEDS AND JUNK VEHICLE ON PROPERTY	F/U 05/15/2020 CALLED IN EXT. 05/22 VEHICLE REG.INS. ADVISED OR REMEDIES CLOSED
5/8/2020	108 6TH STREET	42-97	R/C	MAILED OUT, GRASS AND WEEDS TO BE CUT	F/U 05/15/2020 CALLED IN 05/13, WILL BE CUT TODAY, CLOSED 05/15/2020
5/11/2020	643 WELLINGTON DRIVE	42-97	R/C	MAILED OUT TO RESIDENCE AND OWNER (7) DAYS	F/U 05/18/2020 NOT CUT, EXT TILL FRIDAY 05/22 THEN SEND LETTER COMPLIED 05/22
5/11/2020	624 WELLINGTON DRIVE	42-97	R/C	MAILED OUT TO RESIDENT (7) DAYS	F/U 05/18/2020 CLOSED 05/19 COMPLIED
5/11/2020	535 EAGLES COURT	42-97	R/C	MAILED OUT TO RESIDENT (7) DAYS	F/U 05/18/2020 CLOSED 05/19 COMPLIED
5/11/2020	907 S. BROAD STREET	42-97	R/C	MAILED OUT TO RESIDENT AND OWNER (7) DAYS	F/U 05/18/2020 COMPLIED 05/19/2020
5/11/2020	807 S. BROAD STREET	42-97, 18-256	R/C	MAILED OUT TO RESIDENT AND OWNER (30) DAYS FALLEN TREE FRONT YARD	F/U 05/18/2020 06/11/2020 COMPLIED CLOSED
5/11/2020	504 WELLINGTON DRIVE	42-97	R/C	MAILED TO RESIDENT (7) DAYS	F/U 05/18/2020 COMPLIED 05/19/2020
5/12/2020	108 SOUTHVIEW DRIVE	42-97	R/C	MAILED OUT TO OWNER, 10 DAYS OWNER INFO-646-234-5588	F/U 05/22/2020 sent letter 05/22/2020 left message for realtor 06/05 CUT CLOSED
5/12/2020	1235 ALCOVY STREET	18-258, 18-259	R/C	MAILED OUT TO OWNER VEHICLES PARKING ON GRASS FRONT SIDE LAWN	F/U 05/20/2020 COMPLIED CLOSED 05/20/2020
5/12/2020	631 COUNTRY CLUB DR	42-97	R/C	MAILED OUT TO RESIDENCE AND OWNER (7) DAYS	F/U 05/20/2020 COMPLIED CLOSED 05/20/2020
5/12/2020	720 COUNTRY CLUB DR	42-97	R/C	MAILED OUT TO RESIDENCE AND OWNER (7) DAYS	F/U 05/20/2020 COMPLIED CLOSED 05/20/2020
5/12/2020	744 COUNTRY CLUB DR	42-97	R/C	MAILED OUT TO RESIDENCE AND OWNER (7) DAYS	F/U 05/20/2020 COMPLIED CLOSED 05/20/2020
5/13/2020	555 BARON DRIVE	42-97	R/C	MAILED TO PROPERTY OWNER, (7) TO (10) DAYS	F/U 05/22/2020 LETTER SENT 05/26/2020 F/U 06/01 CLOSED 06/02 COMPLIED
5/13/2020	645 A BARRON DRIVE	18-258, 18-259, 62-9	R/C	MAILED TO PROPERTY OWNER, (7) TO (10) DAYS	F/U 05/22/2020 COMPLIED CLOSED 05/27/2020
5/13/2020	1230 CUSTOM WAY	62-9	R/C	MAILED TO PROPERTY OWNER, (7) TO (10) DAYS	F/U 05/22/2020 COMPLIED CLOSED 05/22
5/13/2020	1131 CLASSIC TRAIL	42-97	R/C	MAILED TO PROPERTY OWNER, (7) TO (10) DAYS	F/U 05/22/2020 COMPLIED CLOSED 05/22
5/14/2020	124 E. FAMBROUGH	42-97	R/C	MAILED OUT (7) DAYS	F/U 05/21/2020 EXT. 05/26/2020 COMPLIED 05/26/2020
5/14/2020	118 E. FAMBROUGH	42-97, 18-258, 18-259	R/C	MAILED OUT (7) DAYS, VEHICLE PARKED ON GRASS FRONT LAWN	F/U 05/21/2020 CLOSED COMPLIED 05/22
5/14/2020	108 E. FAMBROUGH	42-97	R/C	MAILED OUT (7) DAYS,	F/U 05/21/2020 CLOSED COMPLIED 05/22
5/15/2020	408 SHAMROCK DRIVE	62-9, 18-258	R/C	VEHICLES PARKED ON GRASS, JUNK (14) DAYS	F/U 05/29/2020 CLOSED COMPLIED 05/29

5/15/2020	307 BRIDGEPORT LANE	18-258, 18-259	R/C	PARKING VEHICLE ON FRONT GRASS AREA (7) DAYS MAILED OUT	F/U 05/22/2020 COMPLIED CLOSED 05/22
5/15/2020	710 HERITAGE RIDGE DR	42-97	R/C	CONTACT MADE WITH RESIDENT, RENTER, ADVISED TO CUT WEEDS	F/U 05/22/2020 FOLLOWED UP A COMPLANT
5/15/2020	501 HARRIS STREET	42-97	R/C	VACANT RESIDENCE, GRASS AND WEEDS (14) DAYS	F/U 05/29/2020
5/15/2020	910 DAVIS STREET	62-9	R/C	JUNK ON BACK SIDE OF RESIDENCE TO BE CLEANED UP. (7) DAYS	F/U 05/22/2020 EXT TILL 05/28- LETTER SENT 06/30/2020 IN PERSON EXTENTION 6/15
5/19/2020	427 SO. BROAD STREET	42-97	R/C	RENTAL PROPERTY, GRASS AND WEEDS (7) DAYS MAILED OUT	F/U 05/26/2020 COMPLIED 05/26/2020
5/19/2020	330 WALKER DRIVE	42-97	R/C	RENTAL PROPERTY, GRASS AND WEEDS (7) DAYS MAILED OUT	F/U 05/26/2020 COMPLIED 05/26/2020
5/19/2020	714 HERITAGE RIDGE DR	18-258, 18-259	R/C	VEHICLE PARKE ON GRASS FRONT SIDE OF DRIVEWAY, MAILED OUT (7) DAYS	F/U 05/26/2020 COMPLIED 05/26/2020
5/20/2020	420 BRIDGEPORT PLACE	42-97	R/C	MAILED OUT (7) DAYS GRASS WEEDS	F/U 05/27/2020 COMPLIED 05/27/2020
5/20/2020	443 BRIDGEPORT PLACE	42-97	R/C	MAILED OUT (7) DAYS GRASS/WEEDS	F/U 05/27/2020 COMPLIED 05/27/2020
5/20/2020	514 BRIDGEPORT PLACE	42-97	R/C	MAILED OUT (7) DAYS GRASS/WEEDS	F/U 05/27/2020 EXT- TILL FRIDAY 05/29 06/01/2020 COMPLIED CLOSED
5/20/2020	520 BRIDGEPORT PLACE	42-97	R/C	MAILED OUT (7) DAYS GRASS/WEEDS	F/U 05/27/2020 COMPLIED 05/27/2020
5/20/2020	552 BRIDGEPORT PLACE	42-97	R/C	MAILED OUT (7) DAYS GRASS/WEEDS	F/U 05/27/2020 COMPLIED 05/27/2020
5/22/2020	310 PINE PARK STREET	42-97	R/C	ADVISED HAVE CUT	F/U 05/26/2020 COMPLIED 05/26/2020
5/22/2020	314 PINE PARK STREET	42-97	R/C	ADVISED HAVE CUT	F/U 05/26/2020 COMPLIED 05/26/2020
5/26/2020	113 3RD STREET	42-97	R/C	MAILED OUT	F/U 06/02/2020 CLOSED COMPLIED
5/26/2020	128 5TH STREET	42-97	R/C	MAILED OUT TO ESTATE OWNER	F/U 06/02/2020 F/U LETTER SENT, 06/02/2020 F/U 06/09/20 CUT 06/16/2020 CLOSED
5/26/2020	444 BARON DRIVE	42-97	R/C	MAILED OUT TO OWNER	F/U 06/02/2020 CLOSED COMPLIED
5/26/2020	712 HERITAGE RIDGE DR	42-97	R/C	MAILE OUT TO OWNER	F/U 06/02/2020 CLOSED COMPLIED
5/27/2020	COUNTRY CLUB DRIVE	540-COMPLAINT	VERBAL	CONTACT MADE WITH OWNER GEORGE CRUZ, COMMERICAL VEHICLE PARKED	F/U 06/15/2020 678-414-3332, 770-873-9931
5/27/2020	106 NORRIS STREET	62-9, 42-97	R/C	MAILED TO OWNER	F/U 06/03/2020 COMPLIED 06/05/2020
5/27/2020	123 NORRIS STREET	42-97, 18-258	R/C	MAILED TO OWNER	F/U 06/03/2020 COMPLIED 06/05/2020
5/27/2020	707 S. MADISON AVE	42-97	R/C	MAILED TO PROPERTY OWNER LANDLORD PINE HURST HOMES	F/U 06/03/2020 COMPLIED 06/05/2020
5/27/2020	628 COUNTRY CLUB DR	42-97	R/C	MAILED TO OWNER	F/U 06/03/2020 COMPLIED 06/05/2020
5/28/2020	RITE AIDE/WALGREENS	42-97	VERBAL	CONTACT MADE WITH MANAGEMENT, REFERENCE TO MAINTAINING PROP	F/U 06/01/2020 COMPLIED 06/05/2020
5/28/2020	737 KENDALL COURT	42-97	R/C	MAILED TO OWNER	F/U 06/04/2020 COMPLIED 06/04/2020 CLOSED
5/28/2020	711 KENDALL COURT	42-97, 62-9	R/C	MAILED TO OWNER, 2ND NOTICE IN 12 MONTHS TRASH AND GRASS/WEEDS	F/U 06/04/2020 COMPLIED 06/04/2020 CLOSED
5/28/2020	703 KENDALL COURT	42-97	R/C	MAILED TO OWNER, 2ND NOTICE IN 12 MONTHS TRASH AND GRASS/WEEDS	F/U 06/04/2020 COMPLIED 06/04/2020 CLOSED
5/28/2020	612 HARRIS STREET	42-97	R/C	MAILED TO OWNER	F/U 06/04/2020 COMPLIED 06/04/2020 CLOSED

## **Economic Development June Report:**

- DDA Stabilization Grants complete - \$121,190.00 awarded to 52 businesses; 375 jobs
- Face to Face & Online farmers market both in operation - [monroefm.locallygrown.net](http://monroefm.locallygrown.net)
- Event t-shirt sales - \$270 raised to support 15 different businesses
- GMA Conference Sessions featuring Monroe
- DDA Annual Planning - Thursday, July 9th, 10:00 am to 4:00 pm at Monroe Metro
- Public space improvements in coming months
  - Pocket Park update
  - swings around hammock park
  - Turtle scavenger hunt
  - additional benches & picnic tables
  - VC parklet

### **Ongoing ED projects:**

- DCA Main Street compliance
- Visitors Center - currently closed to the public
- Nextsite retail recruitment
- Farmers Market

### **Upcoming Events:**

Farmers Market - July 4, 11, 18, 25

July 4th Fireworks

DDA/CVB Board Meetings - Thursday, July 9th, 8:00 am

Friday Concert - July 24th, 7:00 pm on Towngreen

# CITY PARKS UPDATE

## PILOT PARK

The park rehabilitation project should begin in late July based on the estimated ship date of equipment and materials. The park will be closed for approximately 4-6 weeks during the period of construction from start to finish. We plan to have a fun reopening of the park sometime in September of 2020.



**CHILDERS PARK**

The planned project for Childers Park is complete, minus the fencing to go up on the perimeter of the lake and grass to grow. The fountain and lights currently operate on a timer. The final completion of the permit has been submitted to the U.S. Army Corps of Engineers. There may be an additional walkway bridge placed in the area over the sidewalk where springs are continually keeping that area wet. Expect to see the park sidewalks back fully open and possibly closed again for a short period of time during the fence installation in the coming weeks. This will be for safety reasons and speed of installation.





From: Beth Thompson, Finance Director

Department: Finance

Date: July 2, 2020

Description: FY2019 PAFR

Budget Account/Project Name: n/a

Funding Source: n/a

Budget Allocation: n/a Allocated in each dept. n/a

Budget Available: n/a Allocated in each dept. n/a

Requested Expense: n/a Company of Purchase: n/a

**Recommendation:**

n/a

**Background:**

Present the FY 2019 Popular Annual Financial Report (PAFR). The PAFR is a brief summary of the Comprehensive Annual Financial Report (CAFR). The 2019 PAFR has been submitted to GFOA (Government Finance Officers Association) for the Award for Outstanding Achievement. If received, this will be the sixteenth year the City of Monroe has recognized for this award.

**Attachment(s):** FY2019 PAFR

# 2019 Popular Annual Financial Report



Monroe, Georgia

Year End December 31, 2019





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*Monroe, Georgia*

## From the Finance Department

We, at the City of Monroe, want to welcome you to our city! We take great pride in our community and the services we offer.

We are pleased to present the City of Monroe’s Popular Annual Financial Report (PAFR) for year end December 31, 2019. The PAFR is a brief analysis of where revenues come from to operate the City and where those same dollars are spent for the year. It is our goal to provide a means of communicating the financial operations of the City in an easy to understand financial report.

The PAFR is a summary of the financial activities for the City of Monroe and is drawn from the 2019 Comprehensive Annual Financial Report (CAFR) and contains information only from selected funds. The CAFR was prepared in conformance with Generally Accepted Accounting Principles (GAAP) and was audited by the City’s independent auditors, Mauldin & Jenkins and received an unmodified opinion.

The City’s PAFR is unaudited and is presented on a non-GAAP basis for simplicity. Non-GAAP means that the statements do not comply with generally accepted accounting principles. The financial information presented in this document is based on the same financial data presented in the CAFR. The statements include summarizations and combinations of accounting data that would not be allowed by GAAP. Individuals who would prefer to review GAAP basis reports should refer to the City’s CAFR for more detailed information. Copies of the City of Monroe’s CAFR are available at City Hall, 215 North Broad Street, Monroe, Georgia 30655 or on the City’s website at [www.monroega.com](http://www.monroega.com), under Departments & Finance. We hope this PAFR gives you a better understanding of how the City of Monroe operates.

*Beth Thompson*

Finance Director



# General Information

The City of Monroe was incorporated in 1821 and is located in Northeast Georgia, approximately 40 miles east of Atlanta. Monroe is the county seat of Walton County. The City operates under a Mayor/Council form of government, elected on a non-partisan basis. The Mayor is elected at-large. The Council is composed of eight members, with six members being elected from individual districts and two members being elected from super districts. The Mayor and Council are elected to four year terms. The City Administrator is responsible for carrying out the policies and ordinances of the council, and overseeing the day-to-day operations of the government.

The City of Monroe provides a full range of municipal services including police, fire, streets, solid waste collection, planning and zoning, code enforcement, library facilities, airport and utilities including electric, cable, internet, telephone, natural gas, water, wastewater, storm water as well as water and wastewater treatment.

Small town Monroe has become known as the antique capital of Georgia. We have several antique malls as well as a historic downtown for local shopping. Plan your day to see one of our local breweries, take your dog to play in our dog park or relax in our hammock park. We are sure you will find something for everyone in our great city!

## Appointed Officials

City Administrator	Logan Propes	<a href="mailto:lpropes@monroega.gov">lpropes@monroega.gov</a>
Electric & Telecom Director	Brian Thompson	<a href="mailto:bkthompson@monroega.gov">bkthompson@monroega.gov</a>
Finance Director	Beth Thompson	<a href="mailto:bthompson@monroega.gov">bthompson@monroega.gov</a>
Fire Chief	Bill Owens	<a href="mailto:wowens@monroega.gov">wowens@monroega.gov</a>
Police Chief	RV Watts	<a href="mailto:rwatts@monroega.gov">rwatts@monroega.gov</a>
Planning & Development Director	Darrell Stone	<a href="mailto:dstone@monroega.gov">dstone@monroega.gov</a>
Solid Waste Director	Danny Smith	<a href="mailto:dsmith@monroega.gov">dsmith@monroega.gov</a>
Street & Transportation Director	Jeremiah Still	<a href="mailto:jstill@monroega.gov">jstill@monroega.gov</a>
Water & Gas Director	Rodney Middlebrooks	<a href="mailto:rmiddlebrooks@monroega.gov">rmiddlebrooks@monroega.gov</a>

# Elected Officials

Mayor	John Howard	<a href="mailto:jhoward@monroega.gov">jhoward@monroega.gov</a>
District 1	Lee Malcom	<a href="mailto:lmalcom@monroega.gov">lmalcom@monroega.gov</a>
District 2	Myoshia Crawford	<a href="mailto:mcrawford@monroega.gov">mcrawford@monroega.gov</a>
District 3	Ross Bradley	<a href="mailto:rbradley@monroega.gov">rbradley@monroega.gov</a>
District 4	Larry Bradley	<a href="mailto:lbradley@monroega.gov">lbradley@monroega.gov</a>
District 5	Norman Garrett	<a href="mailto:ngarrett@monroega.gov">ngarrett@monroega.gov</a>
District 6	Wayne Adcock	<a href="mailto:wadcock@monroega.gov">wadcock@monroega.gov</a>
District 7	Nathan Little	<a href="mailto:nlittle@monroega.gov">nlittle@monroega.gov</a>
District 8	David Dickinson	<a href="mailto:ddickinson@monroega.gov">ddickinson@monroega.gov</a>



# City Statistics

Date of Incorporation.....	1821
Form of Government.....	Mayor & Council
Number of Employees.....	237
Population.....	13,573
Area in Square Miles.....	15
Miles of Streets.....	81

Fiscal Year	Population	Per Capita Personal Income	Median Age	Unemployment Rate
2013	13,349	36,133	33	7.5%
2014	13,466	36,133	35	6.5%
2015	13,664	32,767	36	5.3%
2016	13,664	34,223	35	4.8%
2017	13,478	36,044	32	3.8%
2018	13,484	38,871	36	3.3%
2019	13,573	40,458	33	2.5%

**Public Safety**

Police Dispatches.....	32,256
Fire Dispatches.....	2,471

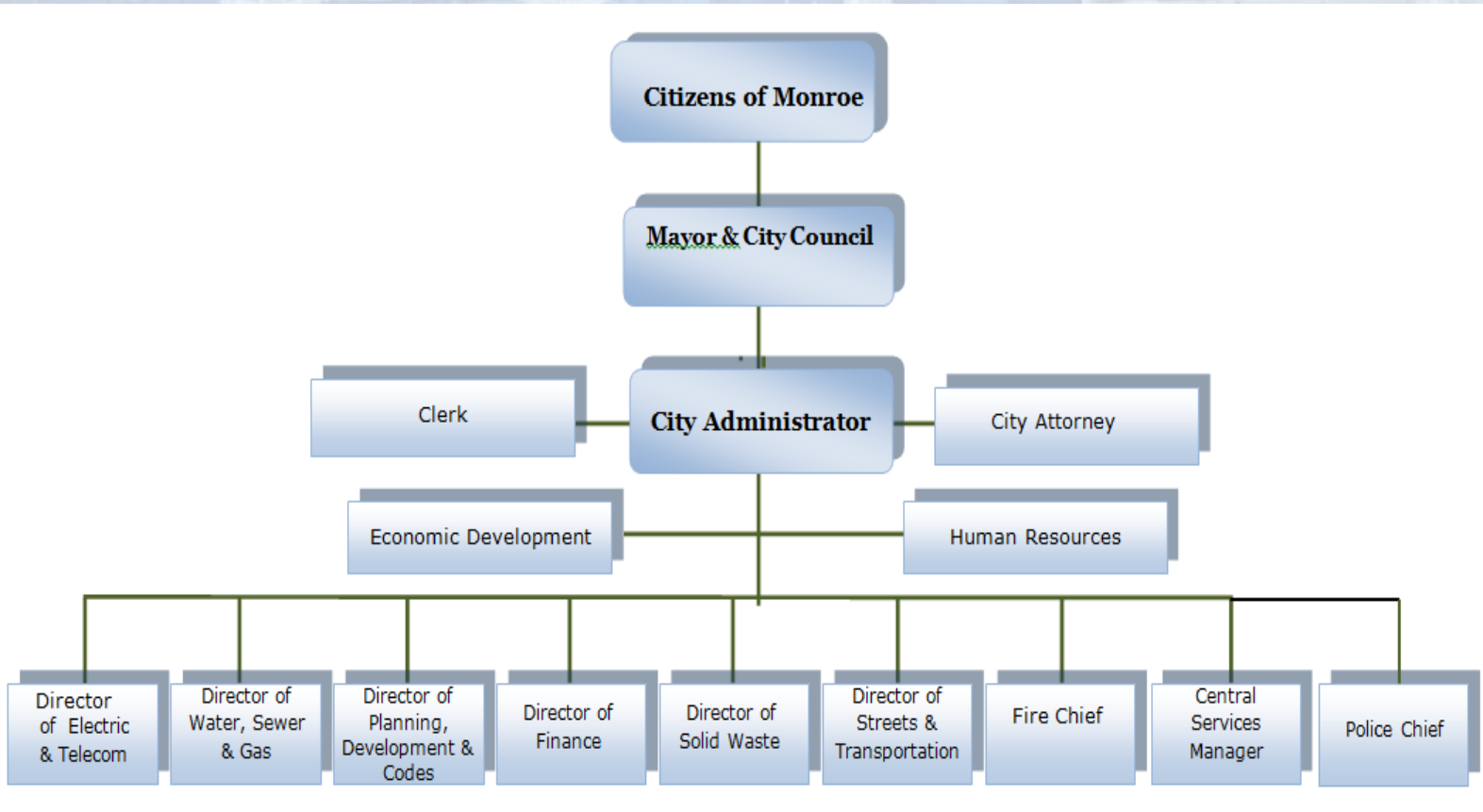
**Customer Data**

Cable.....	3,529
Electric.....	6,444
Garbage.....	6,355
Internet.....	3,826
Natural Gas.....	3,852
Telephone.....	1,256
Water.....	9,545
Wastewater.....	7,163

**Top Employers**

Wal-Mart Distribution Center.....	816
Hitachi Automotive Systems.....	696
Walton County Government.....	627
Piedmont Walton Hospital.....	438
Elite Storage Solutions.....	250
City of Monroe.....	237
Walton County Board of Education...	184
Wal-Mart Super Center.....	177
State of Georgia.....	127
Ridgeview Institute.....	125

# Government Organization



# Budget Process

Yearly, each department director submits to the City Administrator a proposed annual budget for their respective department. The City Administrator submits to the Mayor and Council a proposed operating and capital budget for the upcoming fiscal year. The operating budget includes proposed expenditures and the means of financing them.

The Council holds a public hearing, giving notice in advance in the local newspaper, The Walton Tribune, thus allowing public comments. The budget is then revised if necessary and adopted by the Council at a subsequent meeting.

The adopted budget may be revised during the year only by formal action of the City Council.

Operating and capital budgets are legally adopted each fiscal year for the General Fund, all Special Revenue Funds and the Debt Service Fund. Below is the amended 2019 Budget.

REVENUES	GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUNDS
TAXES	\$ 6,948,689	43,000	
LICENSES & PERMITS	269,650		
FINES & FORFEITURES	400,000	40,000	
CHARGES FOR SERVICES	720,600		
INTERGOVERNMENTAL	464,205		
OTHER REVENUES	300,248		
OTHER FINANCIAL SOURCES	1,822,352		881,888
<b>TOTAL REVENUES</b>	<b>\$ 10,925,744</b>	<b>\$ 83,000</b>	<b>\$ 881,888</b>
EXPENDITURES	GENERAL FUND	SPECIAL REVENUE FUNDS	DEBT SERVICE FUNDS
GENERAL GOVERNMENT	\$ 1,103,879		
JUDICIAL	104,252		
PUBLIC SAFETY	6,263,522	40,000	
PUBLIC WORKS	1,368,799		
HEALTH & WELFARE	35,000		
CULTURE & RECREATION	481,724		
HOUSING & DEVELOPMENT	1,251,139	43,000	
DEBT SERVICE	317,429		881,888
<b>TOTAL EXPENDITURES</b>	<b>\$ 10,925,744</b>	<b>\$ 83,000</b>	<b>\$ 881,888</b>

# Financial Highlights

Key financial highlights for the Fiscal Year 2019 are as follows:

- The City of Monroe's combined net position (total assets and deferred outflows of resources minus total liabilities) as of December 31, 2019 totaled \$117.7 million.
- Total revenues for all governmental funds were \$21.2 million.
- Total expenditures for all governmental funds were \$17.6 million.
- Utility Fund operating revenues totaled \$42.5 million.
- Utility Fund operating expenses totaled \$34.8 million.



## Types of Funds

The City of Monroe maintains seven (7) individual governmental funds. Governmental funds are used to account for all tax supported activities of the City. Revenues and expenditures are recorded using the modified accrual basis of accounting which closely resembles how you would record your personal checkbook.

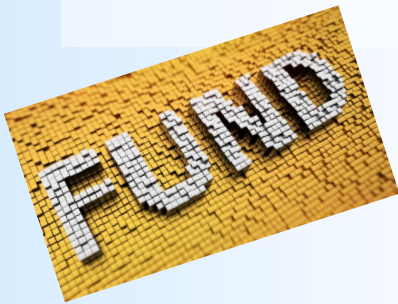
- **General Fund:** This is the City's primary operating fund and accounts for revenues and expenditures that are not required to be accounted for in other funds.
- **Special Revenue Funds:** These are used to account for specific revenues that are legally restricted for particular purposes.
- **Capital Project Funds:** Used to account for the acquisition and construction of major capital facilities.
- **Debt Service Funds:** Used to account for the payment of principal and interest on General Obligation Bonds.

The City of Monroe maintains one type of proprietary fund. These funds are used to report operations showing a profit or loss similar to that of private businesses.

- **Enterprise Funds:** Used to account for Utility and Solid Waste operations.

This PAFR focuses on the three funds of most interest to citizens: General Fund, Utility Fund and Solid Waste Fund.





## Fund Balance

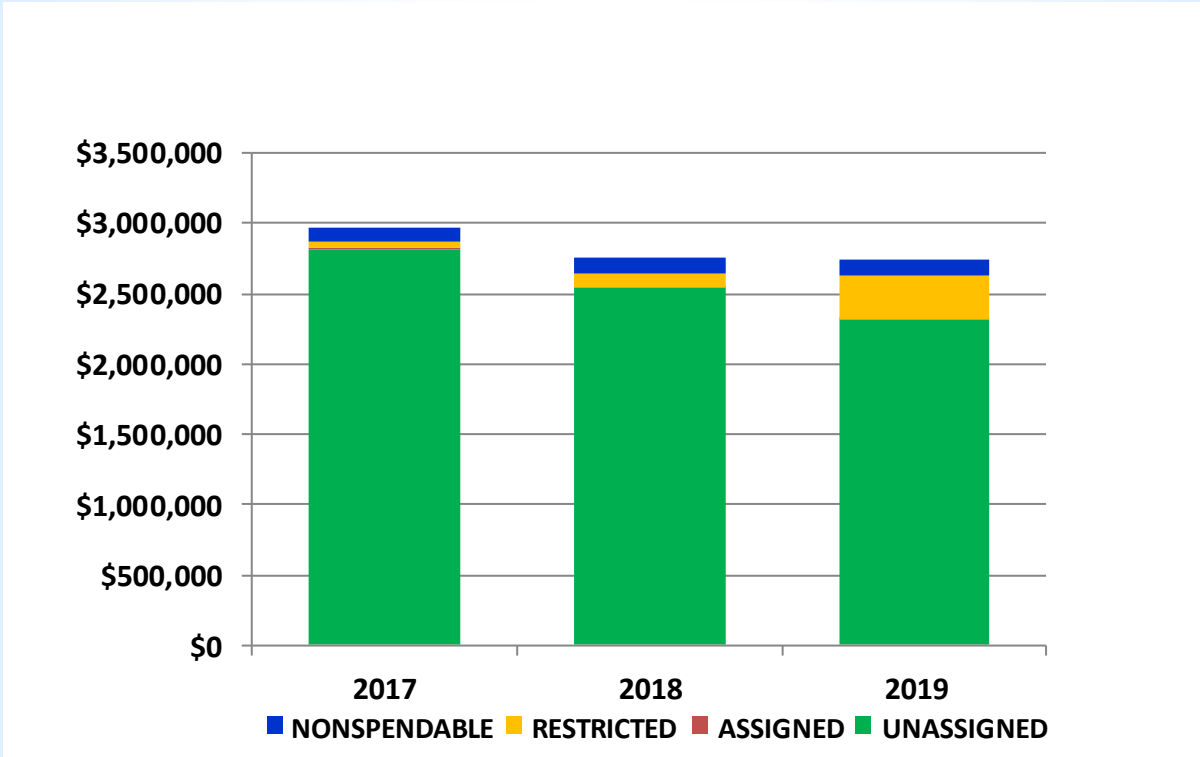
Fund Balance is the difference between assets (what the City owns) and liabilities (what the City owes). Fund balances are classified as follows:

- **Nonspendable** which is an amount that cannot be spent because it either cannot be converted to cash or are legally or contractually required to be maintained intact.
- **Restricted** fund balance is the amount to be only used for specific purposes stipulated by legislation.
- **Assigned** fund balance is the amount intended to be used for a specific purpose.
- **Unassigned** fund balance is the spendable portion of fund balance that is available for any purpose and is reported only in the General Fund.

At the end of FY2019, unassigned fund balance was \$2.5 million. Total fund balance of the General Fund increased by about \$448 thousand during 2019, this is well within a healthy range of recommended fund balance.

The City's unassigned fund balance represents approximately 21% of total General Fund

### Fund Balance - General Fund

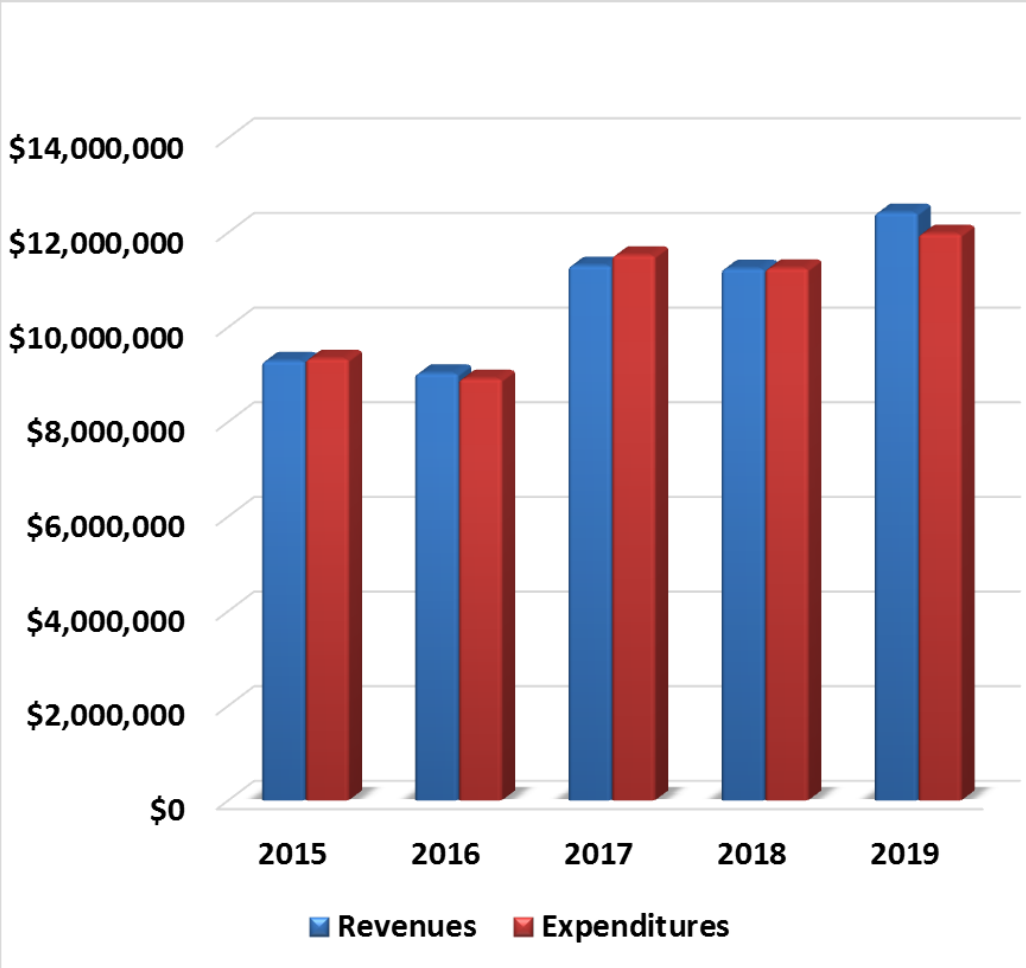


# General Fund Highlights

This chart shows trend data over the past five (5) years for the total revenues and total expenditures for the City of Monroe’s General Fund. The General Fund is the chief operating fund of the City and is the only major governmental fund. More detail concerning General Fund revenues and expenditures is contained in the following pages of this Popular Annual Financial Report (PAFR). Transfers are included in revenue totals in the graph below.

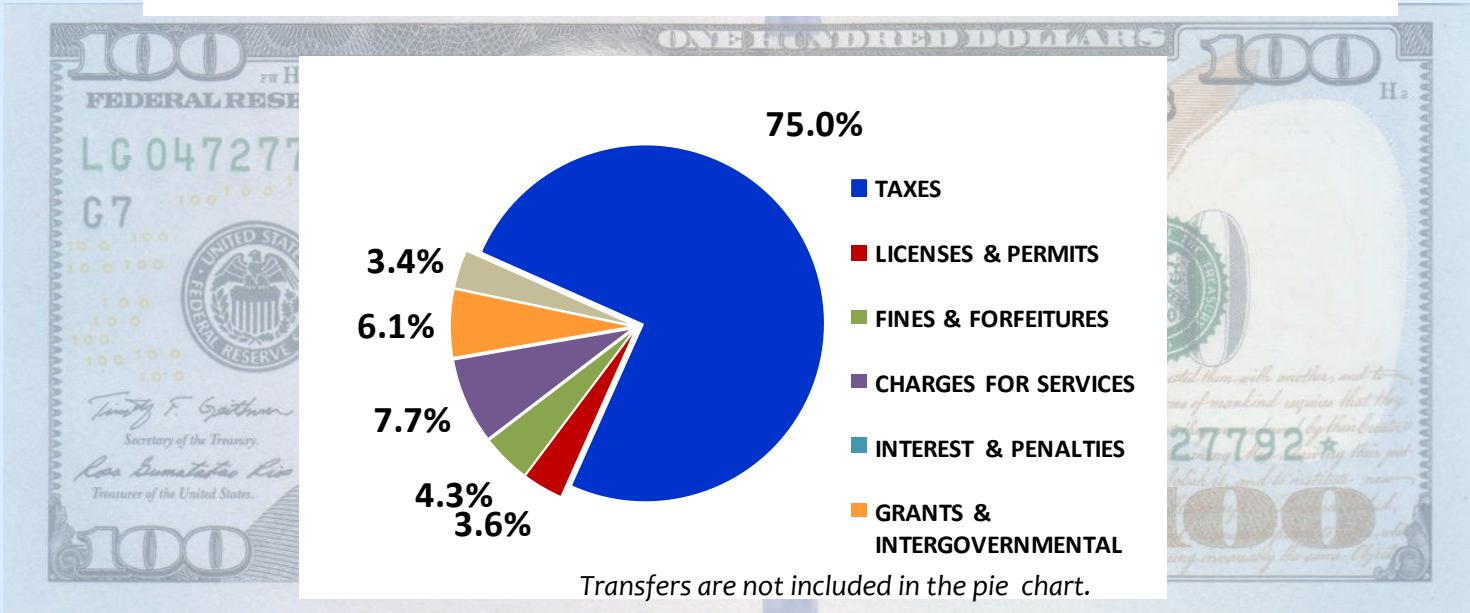
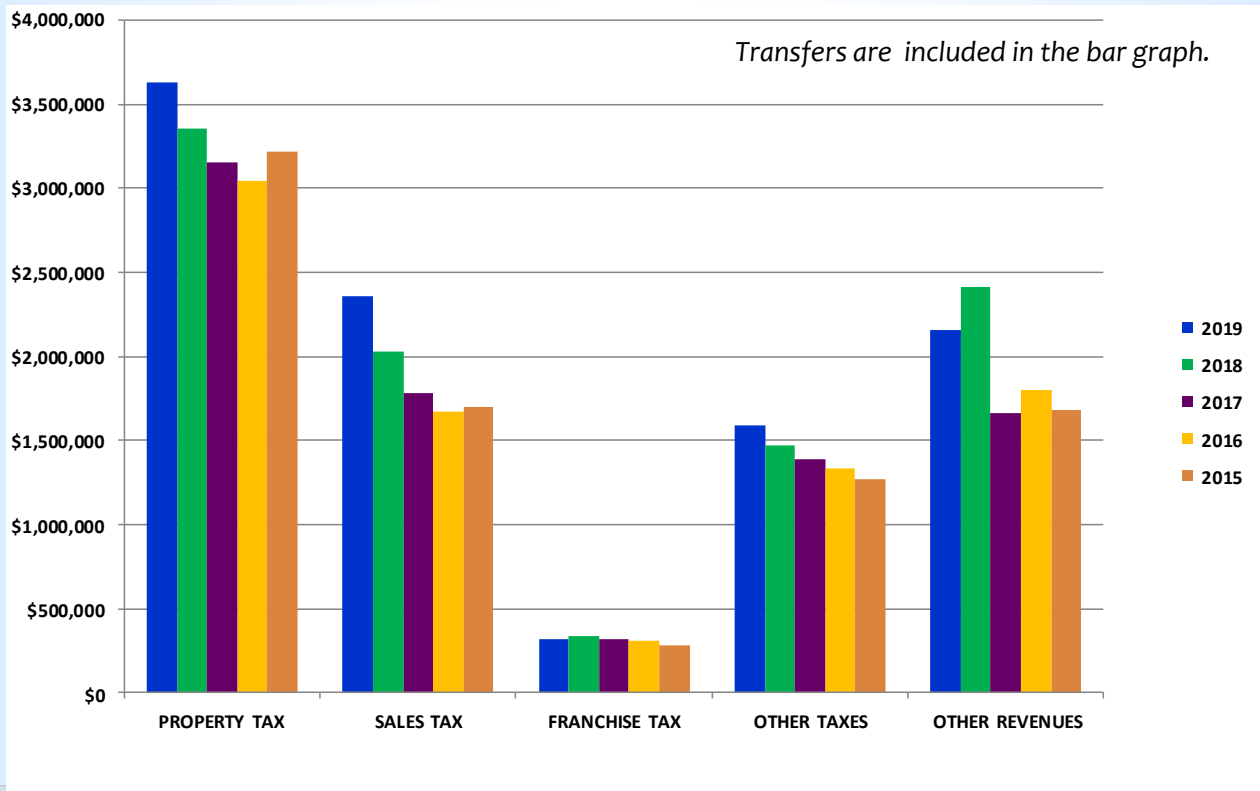
General Fund expenditures had an overall increase of approximately \$729 thousand, from 2018 to 2019. While General Fund revenues also had an increase from 2018 to 2019 of approximately \$1.2 million.

## Revenues & Expenditures



# Revenues-Where The Money Comes From

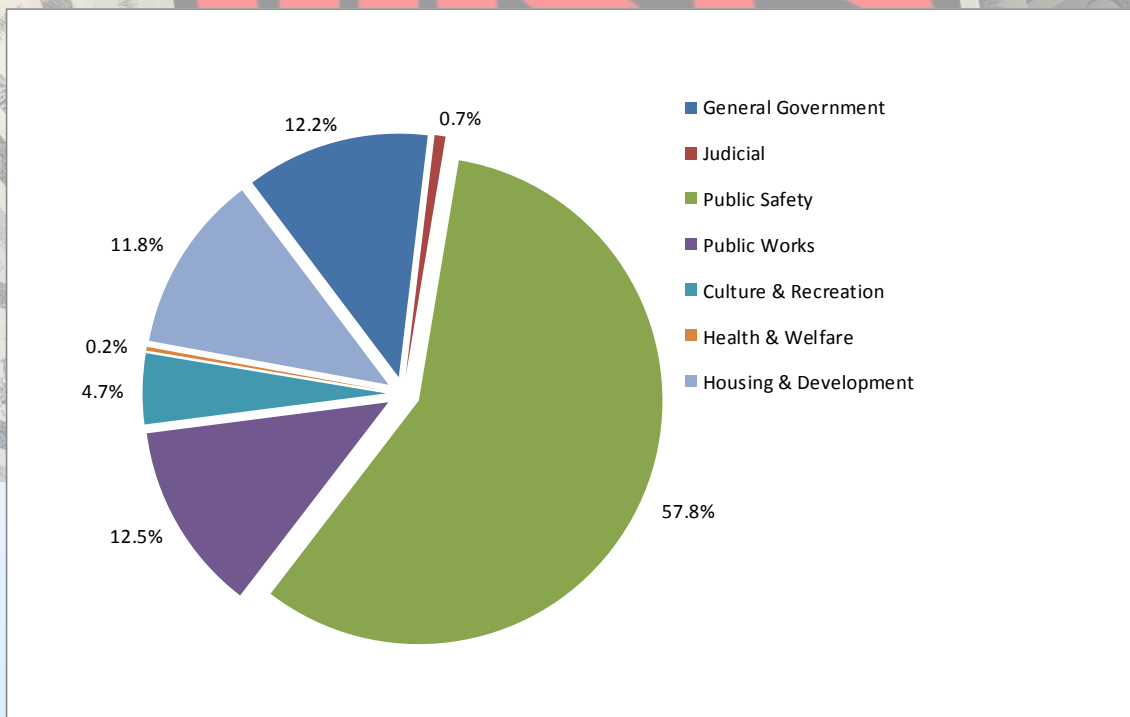
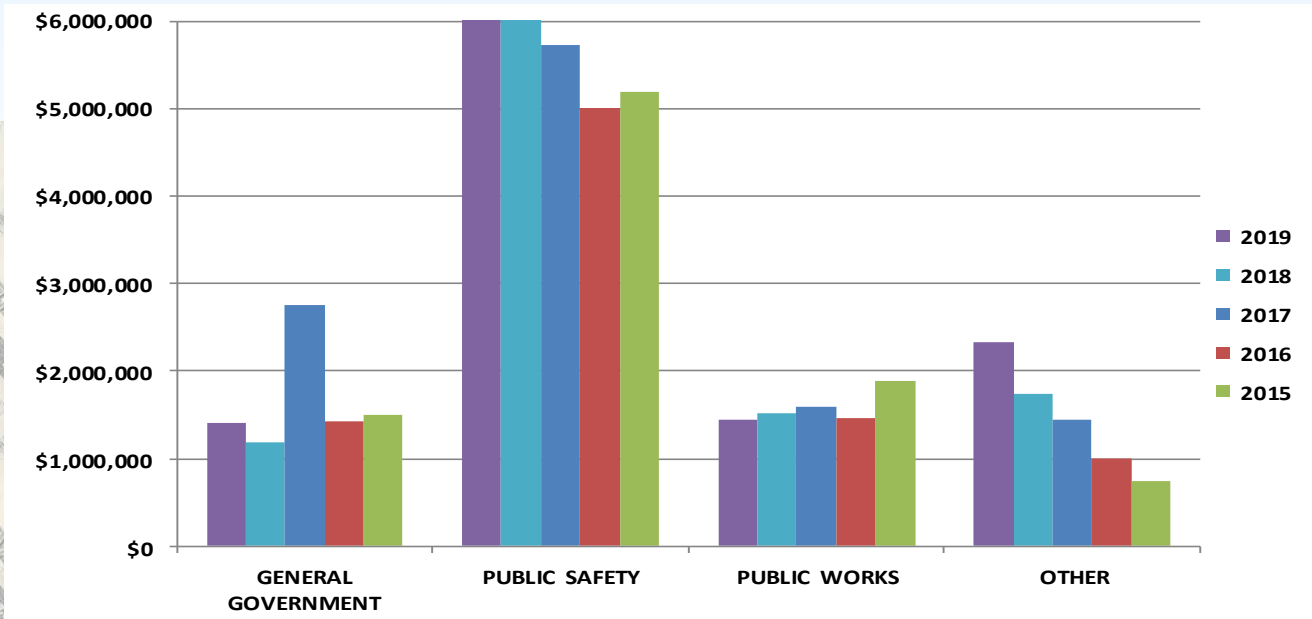
General Fund revenues increased by approximately \$1.2 million over the prior fiscal year. The reason for this significant increase is due to an increase in business license, building permits, as well as Local Option Sales Tax (LOST) revenues. The pie chart below shows a breakdown of revenue collections by source. The bar graph shows trend data for the last five (5) years for revenues by source. These charts show where the money comes from to support services



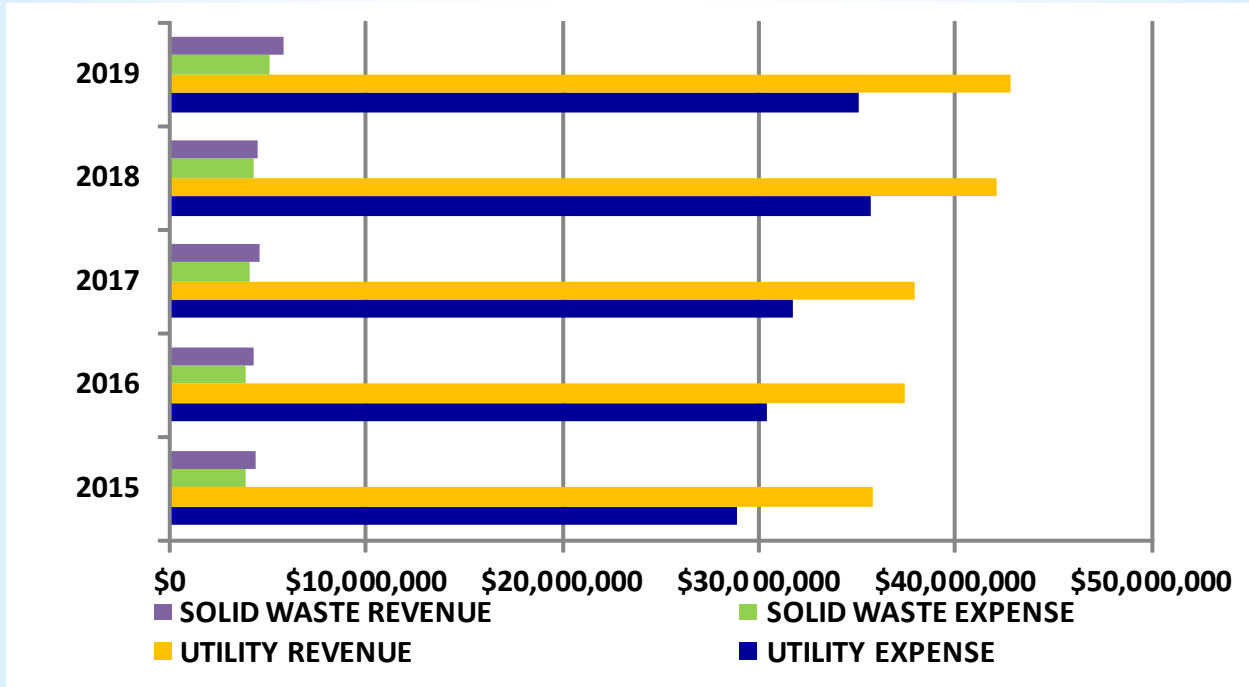
# Expenditures-Where The Money Goes

Primary expenditures of the General Fund are: General Government, Judicial, Public Safety (Police & Fire), Public Works, Culture & Recreation, Health & Welfare and Housing & Development. Overall General Fund expenditures for 2019 increased by \$729 thousand. The pie chart below shows where the money is spent along with the percentage for each city function. The bar graph below shows trend data for the last five (5) years for expenditures by function.

The City continues to provide quality services for our citizens at the lowest cost possible.



# Enterprise Fund Highlights



## Utility Fund

The City's Utility Fund revenues have steadily increased over the past five (5) years. Revenues continued to show a slight increase in FY2019, by \$671 thousand; with expenses decreasing by a similar margin of approximately \$581 thousand. This decrease in expenditures was due to lower cost of sales and was mirrored with an increase in revenues as well.

The above factors equate to the \$5.9 million increase in 2019 net position compared with 2018 net position.

## Solid Waste Fund

Revenues and Expenses for the Solid Waste fund have remained steady for the prior five (5) years. For 2019 revenues increased by \$1.3 million and expenses increased by \$847 thousand. The Solid Waste Fund had an increase in net position of \$967 thousand. Increase in transfer station revenues were the major cause of the increase.

The transfer station provides a way for the City to dispose of solid waste generated by contracting with a private contractor to haul the large quantities of waste out of the City, saving time and money.

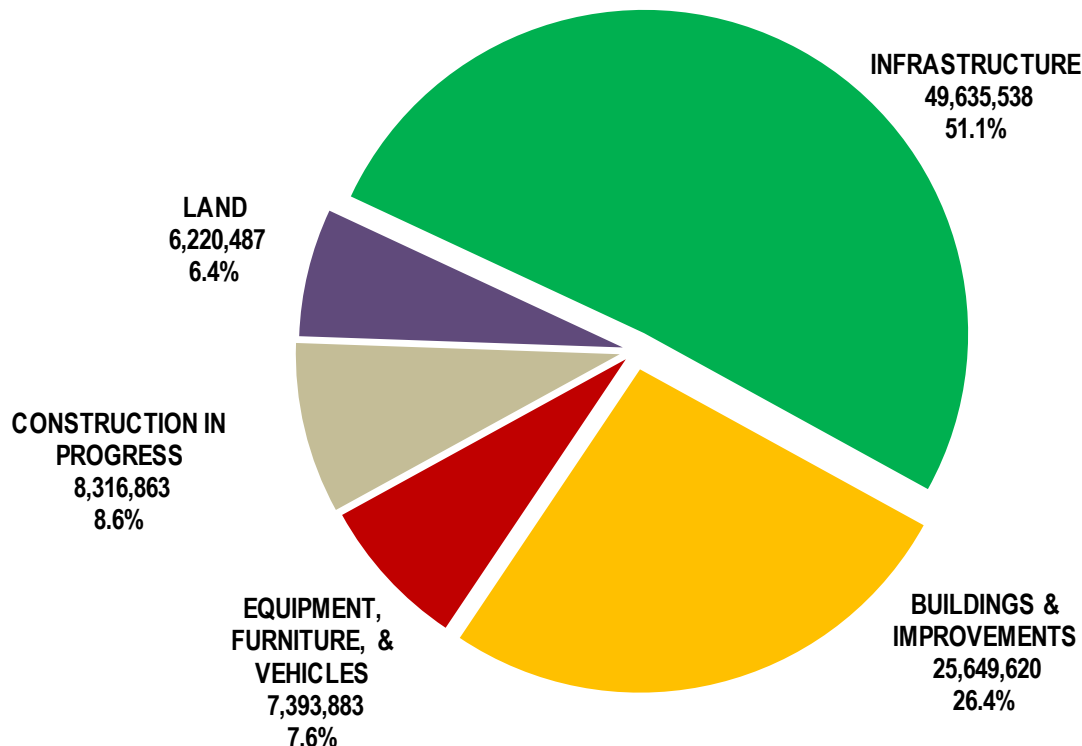
# Capital Assets

The City's investment in capital assets for the governmental activities (financed through taxes, intergovernmental revenues and other nonexchange revenues) and business-type activities (financed in whole or in part by fees charged to external parties for goods or services) as of December 31, 2019 amounted to \$97.2million (net of accumulated depreciation). This investment includes land, infrastructure, buildings & improvements, equipment, furniture & vehicles and construction in progress. Major additions this year were:



- Approximately \$3.7 million in depreciation increases to infrastructure, buildings and improvements, and equipment, furniture, and vehicles.
- Construction in progress projects totaling \$2.4 million in utility service and \$5.9 thousand for government activity projects.

Overall investments in capital assets increased significantly by \$4.6 million from FY2018 to FY2019. This is due to a mixture of increase in assets and accumulated depreciation of infrastructure, buildings & improvements, and equipment, furniture & vehicles. The majority of the increase is in sidewalk projects within the City.



## Long-Term Debt

At fiscal year end 2019, the City had \$17.3 million in outstanding long-term debt, of which \$2.1 million will be due during 2020. The City levies a property tax, general obligation bond tax (bonds issued to finance projects requiring prior voter approval with funds to repay them coming from taxes levied by the City). The City of Monroe’s GO bond rating from Standard & Poor’s is an “A” with the Revenue Bonds rated “A -”. Bond credit ratings assess the credit worthiness of the City much like an individual’s credit rating. Our rating says we have an above average creditworthiness relative to other municipal issuers. The City’s rating is Upper Medium Grade with High Quality being the next level and Best Quality being the highest rating.

The below Summary of Debt Activity reflects the Net Pension Liability reporting requirements as outlined in the Governmental Accounting Standards Board (GASB) Statement 68. This revision became effective for any fiscal years beginning after June 15, 2014.

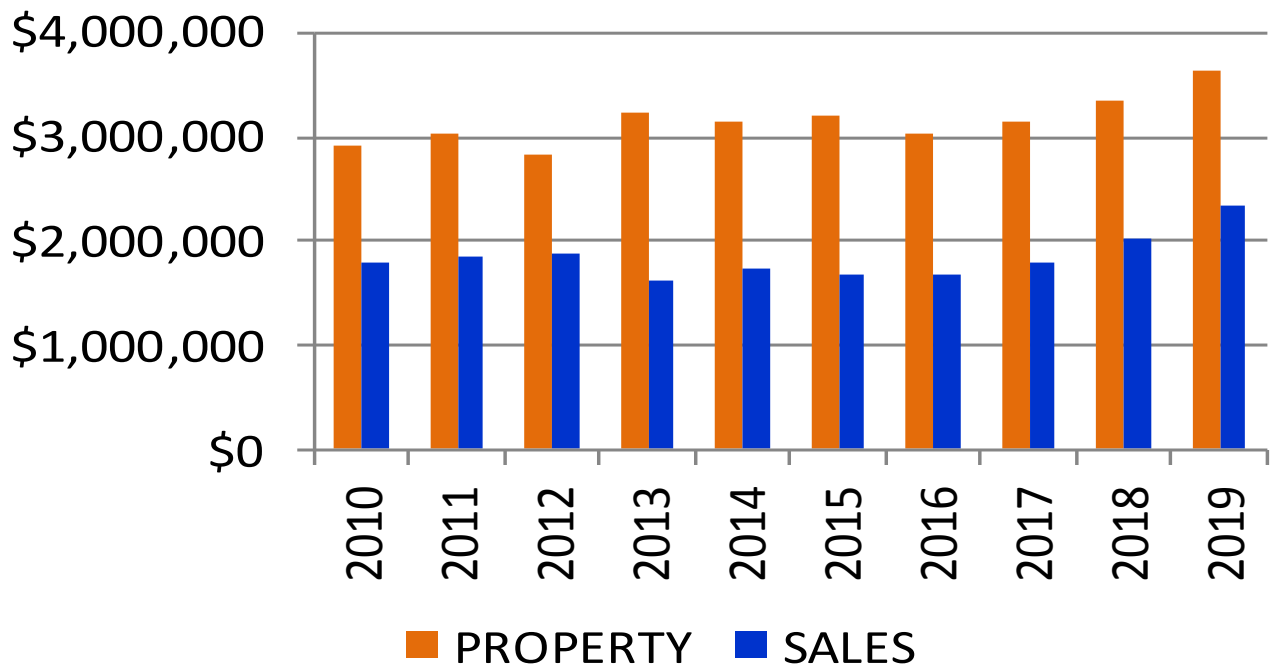
<b>SUMMARY OF DEBT ACTIVITY</b>	1/1/2019	INCREASES	DECREASES	12/31/2019	DUE WITHIN ONE YEAR
GENERAL OBLIGATION BONDS		-		-	-
REVENUE BONDS	-	3,600,000		3,600,000	98,700
FINANCED PURCHASES	452,899	226,855	(211,552)	468,202	198,650
NOTE PAYABLE	1,425,000		(75,000)	1,350,000	75,000
COMPENSATED ABSCENCES	729,664	537,251	(451,130)	815,785	311,049
NET PENSION LIABILITY	3,629,010	1,382,163	(1,129,552)	3,881,621	-
<b>GOVERNMENTAL ACTIVITY</b>	<b>7,104,573</b>	<b>5,746,269</b>	<b>(2,735,234)</b>	<b>10,115,608</b>	<b>683,399</b>
REVENUE BONDS	13,010,000		(1,505,000)	11,505,000	1,540,000
NOTES PAYABLE	1,430,206		(107,458)	1,322,748	107,996
COMPENSATED ABSENCES	386,796	654,241	(537,965)	503,072	503,072
NET PENSION LIABILITY	3,867,039	1,416,688	(1,305,146)	3,978,581	-
<b>BUSINESS TYPE ACTIVITY</b>	<b>18,694,041</b>	<b>2,070,929</b>	<b>(3,455,569)</b>	<b>17,309,401</b>	<b>2,151,068</b>

# Sales Tax

The City of Monroe receives a portion of Walton County's 1¢ Local Option Sales Tax along with a portion of their Special Local Option Sales Tax to make sales tax the second largest source of revenue for the City's General Fund. The chart below shows sales tax revenues increasing in 2019. The increase of about \$329 thousand is primarily due to revitalizing our downtown area with more consumer friendly shopping with continued growth.



Tax Collections

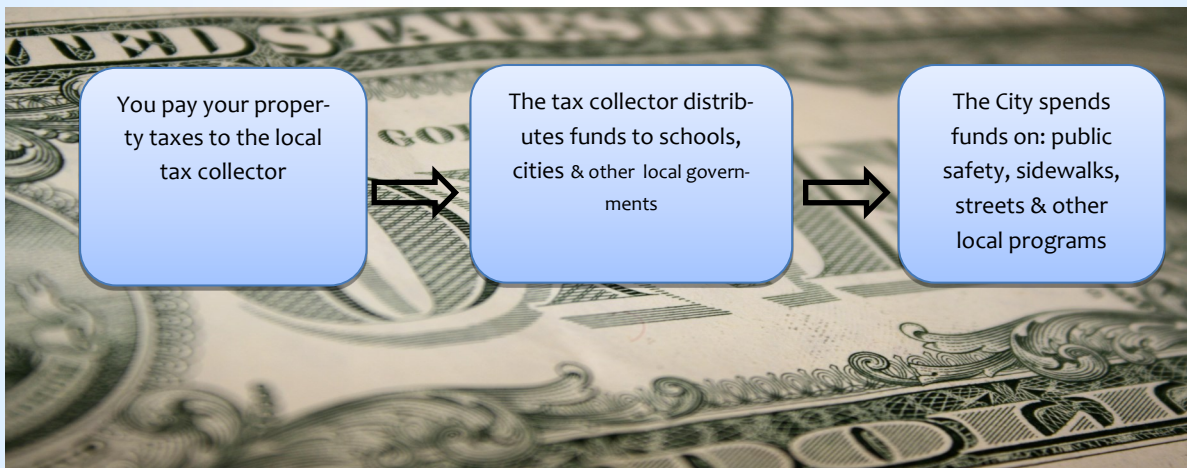




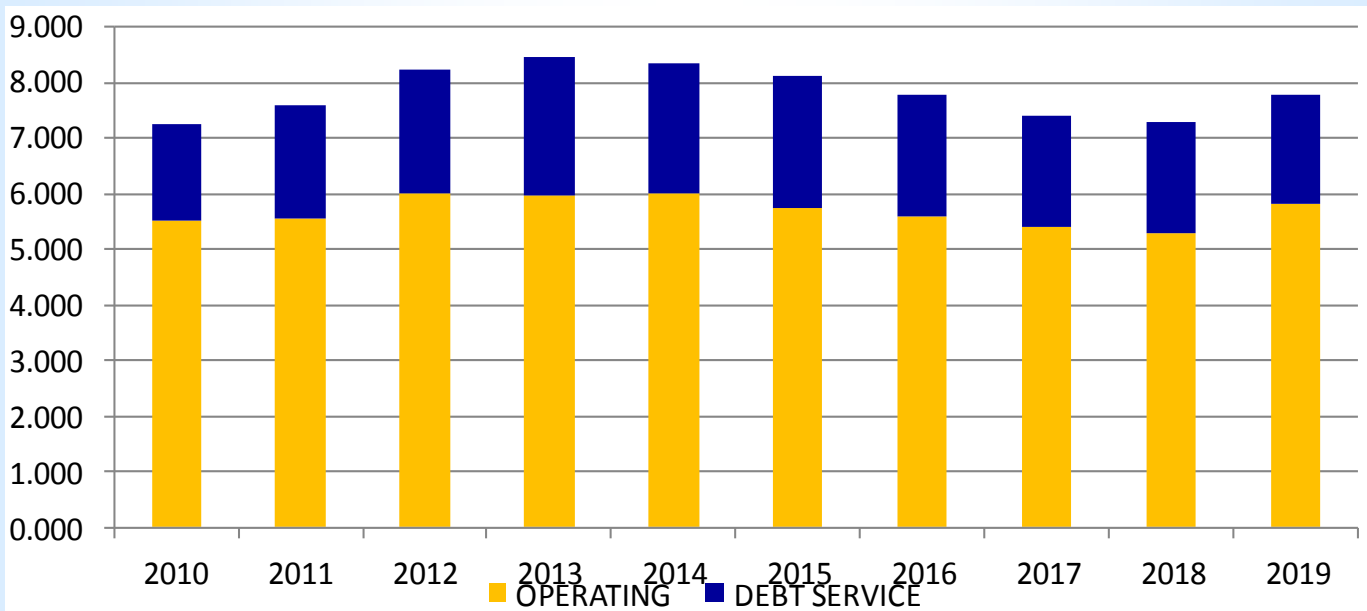
# Property Taxes

The millage rate for 2019 property taxes remains steady with a slight increase in revenues for 2019 due to increased property values. The Millage Rate for 2019 was increased to 7.802. We have experienced some economic growth allowing us to roll back the Millage Rate for the past several years. We are very proud to be able to keep the millage rate low while maintaining the level of services provided to our community.

## Path of a Property Tax Dollar



## Property Millage Rates



## Major Initiatives

The City of Monroe continues to work closely with Georgia Department of Transportation and Walton County to implement the area's transportation initiatives. Construction on a much needed truck by-pass around the historic downtown area is expected to begin in early 2020 with full completion anticipated in 2024.

The City completed construction in 2019 on sidewalk improvements to the northern entrance of Monroe. This \$2 million transportation project, Livable Center Initiative (LCI) was federally funded.

Additionally, the City will use SPLOST funds to address the public's need for quality passive parks. The City has taken over the responsibility of City parks from Walton County along with the purchase of property for a new Downtown Green. The almost two-acre site will be redeveloped into an all-year park and entertainment space with plans to eventually feature a splash pad, outdoor amphitheater, walking space, open green space & tree plantings.

## Local Economy

The City of Monroe continues to be in a new period of substantial commercial and residential growth. This has given stability to the overall economy in Monroe as well as stabilized the City's revenues and positioned the City for additional growth. Economic development is one of the City's main priorities. LOST and SPLOST revenues have steadily increased over the last few years, which is a result of revitalizing our downtown area with more consumer friendly shopping.

Continued growth for the City's commercial development primarily lies along the Highway US 78/GA 138 corridor, with a new commercial expansion planned to break ground in 2020.

The City of Monroe's population is estimated at 13,573 residents. Among the top ten employers in the City, three are governments accounting for 18.9% of all jobs in the city.

## Long-Term Financial Planning

In 2018 the City applied for (and was later awarded in early 2019) a Transportation Alternatives Project (TAP) Grant that will link the North Broad sidewalk project with the rest of the downtown's streetscaping that will create approximately two continuous miles of downtown streetscaping along the Broad Street corridor.

The City continues to receive funding for rehab of sewer lines and improve storm water drainage through our the City to serve lower income areas with funds from a Community Development Block Grant (CDBG). The City was awarded CDBG funds in FY07, FY09, FY11, FY13, FY16 and in FY18 to continue with our sewer rehab and storm water drainage projects.

The City began redevelopment on a new Police Department and Municipal Court complex that will take over the long-defunct Food Lion shopping center. We anticipate this project will breathe new life into redevelopment of the East side of the City. The City, through it's conduit of the Urban Redevelopment Agency, borrowed \$3.6 million to renovate the facility.

The Monroe-Walton County Airport continues to receive funding through grant proceeds for improvements at the airport. Economic Development and Downtown Development Authority (DDA) have been awarded grants and funding to continue efforts to make the downtown areas and Monroe more attractive to families and businesses, to help grow the City and its revenue base.

## GFOA Awards



The Government Finance Officers Association (GFOA) awarded the City of Monroe the Outstanding Achievement in Popular Annual Financial Reporting for the fiscal year ended December 31, 2018. This was the fifteenth year the City has received this prestigious award. The Award for Outstanding Achievement in Popular Annual Financial Reporting is a prestigious national award recognizing conformance with the highest standards for preparation of state and local government popular reports. In order to receive an Award for Outstanding

Achievement in Popular Financial Reporting, a government must publish a Popular Annual Financial Report, whose contents conform to program standards of creativity, presentation, understandability, and reader appeal. An Award for Outstanding Achievement in Popular Annual Financial Reporting is valid for a period of one year only. We believe our current report continues to conform to the Popular Annual Financial Reporting requirements, and we are submitting it to GFOA to determine its eligibility for another certificate.



The City of Monroe Comprehensive Annual Financial Report (CAFR) for the year ended December 31, 2019 has been submitted to the Government Finance Officers Association (GFOA) for the Certificate of Achievement for Excellence in Financial Reporting. The award of the Certificate of Achievement for Excellence in Financial Reporting presented by the GFOA has been received for the past sixteen years. An award is valid for a period of one year only. We believe our current CAFR continues to meet the program's requirements.



The Government Finance Officers Association (GFOA) awarded the City of Monroe the Distinguished Budget Presentation Award for its 2019 budget document. This was the seventh year the City has received this prestigious award. We believe our current 2020 Budget document continues to meet the program's requirements and has been submitted to the GFOA.

## Frequent Terms

**Ad Valorem Taxes**—Property taxes.

**Assessed Valuation**— A valuation set upon real estate or other property by a government as a basis for levying taxes.

**Budget**— A plan of financial operation embodying an estimate of proposed expenditures for a given period or purpose and the proposed means of financing them.

**Bond**—A written promise to pay a specified sum of money at a fixed time in the future, and carrying interest at a fixed rate.

**Capital Assets**— Assets including land, improvement to land, building, vehicles and infrastructure that has an initial useful lives that extend beyond a single reporting period.

**Comprehensive Annual Financial Report (CAFR)**- Financial report that provides information on each individual fund in detail.

**Debt Service**—The amount of interest and principal the City must pay each year on net direct long-term debt plus the interest it must pay on direct short-term debt.

**Deferred Outflow of Resources**— A consumption of net assets by the government that is applicable to a future reporting period.

**Deferred Inflow of Resources**-An acquisition of net assets by the government that is applicable to a future reporting period.

**Fiscal Year**-A 12-month period designated as the operating year for accounting and budgeting purposes in an organization; the City has a fiscal year from January 1 through December 31.

**Fund Balance**—The excess of the assets of a fund over its liabilities, reserves and carryover.

**Governmental Accounting Standards Board (GASB)**-The independent organization that establishes and improves standards of accounting and financial reporting for state and local government.

**Generally Accepted Accounting Principles (GAAP)**- Conventions, rules and procedures that serve as the norm for the fair presentation of financial statements.

**General Fund**-A fund established to account for resources and costs of operations associated with the City which are not required to be accounts for in other funds.

**General Obligation Bond**-Bonds that finance a variety of public projects such as streets, buildings & improvements.

**Governmental Funds**-Funds generally used to account for tax supported activities.

**Intergovernmental Resources**-Funds received from federal, state and other local government sources in the form of grants, shared revenues and payments in lieu of taxes.

**Operating transfers In/Out**-Amounts transferred from one fund to another to assist in financing the services of the recipient fund.

**Popular Annual Financial Report (PAFR)**-Financial report that provides summarized financial information related to the CAFR.

**Proprietary Fund**-A fund used to account for operations that are financed and operated in a manner similar to private businesses.

**Resources**-Total amounts available for appropriation including projected revenues, fund transfers, bond proceeds and beginning fund balances.

**Restricted**-The amount of assets or resources limited for a specific purpose.

**Special Revenue Funds**-Governmental funds used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

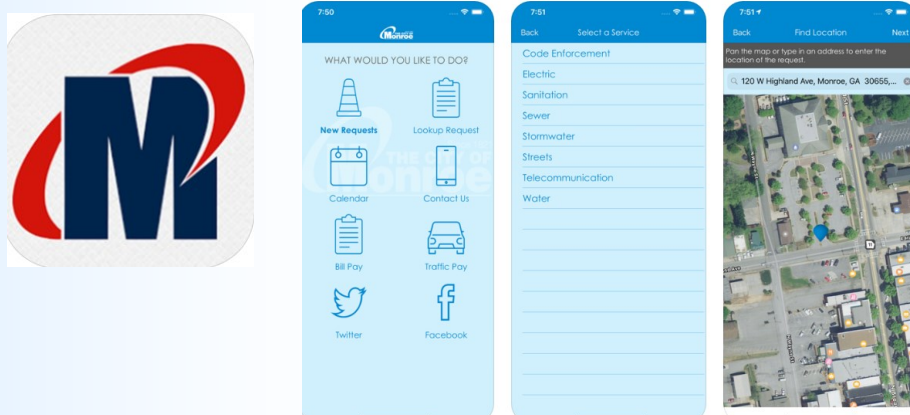
**Unrestricted**-The difference between assets and liabilities that are not already limited for a specific purpose; i.e. restricted.

# Stay Connected

770-266-3429

www.monroega.com

Download our 311 app. This app allows citizens to engage with community leaders by reporting quality of life issues right on your phone. Available for Android and Iphone users.



Stay up to date by following us on social media:

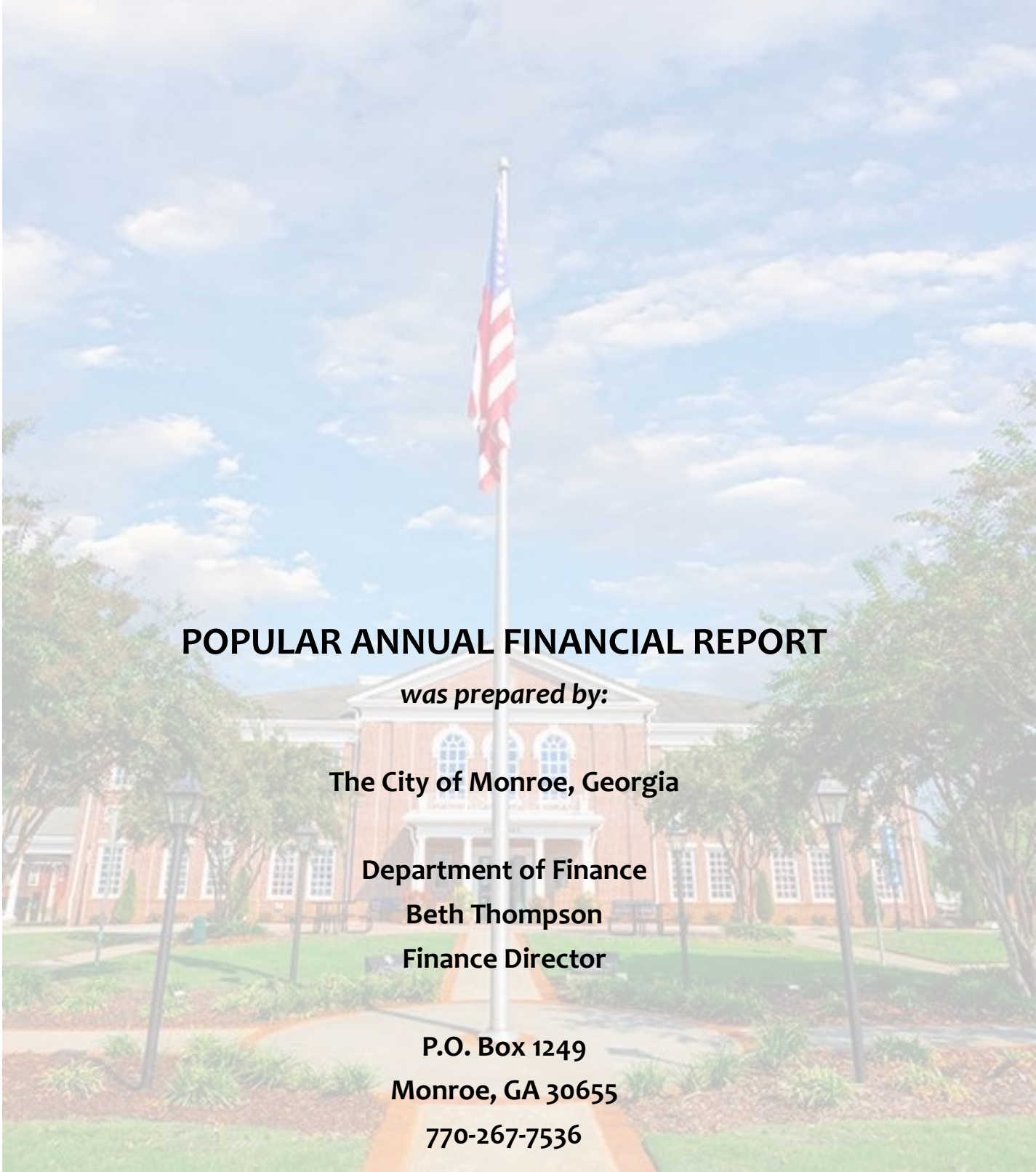


City of Monroe, GA Government on facebook

@MONROEGA on twitter

@MonroeDowntown on twitter

City of Monroe on youtube



**POPULAR ANNUAL FINANCIAL REPORT**

*was prepared by:*

**The City of Monroe, Georgia**

**Department of Finance**

**Beth Thompson**

**Finance Director**

**P.O. Box 1249**

**Monroe, GA 30655**

**770-267-7536**



**To:** City Council, Public Works Committee  
**From:** Jeremiah B. Still, Streets and Transportation Director  
**Department:** Streets and Transportation  
**Date:** 6/19/2020  
**Description:** Speed Limit Change on Alcovy Street and McDaniel Street

---

**Budget Account/Project Name:** N/A

**Funding Source:**

**Budget Allocation:**

**Budget Available:**

**Requested Expense:**

**Company of Purchase:** N/A

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**Recommendation:** Staff is seeking approval to lower the speed limit on sections of Alcovy Street and McDaniel Street.

**Background:** Currently the section on Alcovy Street beginning at the City limits and stopping at the midpoint of County Club Dr/Oakland Ridge is posted at 45 mph. Our recommendation is to lower that section to 35 mph. The other section in question is from the City limits on McDaniel Street spanning to the intersection at Breedlove Drive. It is currently posted at 45 mph. Our recommendation is to lower this section to 35 mph. These recommendations come after reviewing an ETI performed by Keck & Wood at our request. The investigation gives ample information that will justify lowering the speed limits on these sections.

**Attachment(s):**

Alcovy Street ETI Memo  
McDaniel Street ETI Memo



# MEMO

**To:** Logan Propes, City Administrator  
City of Monroe

**Project Name:** Alcovy Street Engineering and Traffic Investigation (ETI) Report

**K&W Project Number:** 201070

**Date:** 5/20/2020

**From:** Rob Jacquette, PE, PTOE  
Keck & Wood, Inc.

The City of Monroe contacted Keck & Wood, Inc. to perform an ETI Report for the segment of Alcovy Street from Criswell Road to the halfway point between Oakland Ridge Road and Country Club Drive. The purpose of this report is to document the existing conditions of this segment of Alcovy Street and determine appropriate speed control for the segment.

**Origin, Location, Reason:**

Alcovy Street between Criswell Road and the halfway point between Oakland Ridge Road and Country Club Drive is an off-system roadway segment located within the City limits of Monroe, Walton County, Georgia. The study was completed at the request of the City of Monroe City Council in order to determine the feasibility of lowering the speed limit for this section of Alcovy Street from 45 mph to 35 mph to match the rest of Alcovy Street within the City Limits.

**Area Description:**

Alcovy Street within the City of Monroe City Limits is a two-lane rural roadway with deceleration/right turn lanes in some areas. The geometry of Alcovy Street has both horizontal and vertical curves throughout the corridor with rural grass shoulders. No sidewalk exists in this segment of Alcovy Street. A drive through the Alcovy Street roadway segment was performed on May 20<sup>th</sup>, 2020 in order to confirm the driving conditions of the segment.

**Speed Data:**

The current posted speed limit for this segment of Alcovy Street is 45 mph in both directions. The Monroe City Council desires to reduce the speed limit for this section to 35 mph in both directions. The collected traffic data for a two-day period revealed the 85<sup>th</sup> percentile speed of this segment to be 53 mph. The 10-mph speed pace of the corridor was 45 mph to 55 mph, with 48% of all vehicles driving within that speed range.

**Volume:**

Traffic volume and speed data was collected by the City of Monroe for Tuesday, May 12, 2020 and Wednesday May 13, 2020. The average daily traffic volume for this segment of Alcovy Street was 3,766 vehicles per day with a peak hour of 5 pm to 6 pm and 344 vehicles during that hour on average.

**Accident History:**

Utilizing the Georgia Department of Transportation’s Numetric Crash Data website, crashes for the subject roadway segment were pulled for 2013 to 2019 (available data). There were 18 total crashes in those 7 years. 2 crashes had serious injuries, one at Country Club Drive and one at Criswell Road. The crash at Country Club Drive was a single vehicle crash with the vehicle heading northbound towards downtown and the potential recommended countermeasure was shoulder rumble strips. The crash at Criswell Road was also a single vehicle crash with the vehicle heading in the northbound direction towards downtown and the potential recommended countermeasure was high friction surface treatment and curve signing.



The largest number of crashes occurred at the Alcovy Street at Vine Street intersection, which supports a potential sight distance issue at that intersection.

**Sight Distance:**

Sight distance is limited north of Criswell Road, where a reverse horizontal curve exists along Alcovy street. The observed minimum sight distance through that curve in the SW bound direction was around 350 feet. The observed minimum sight distance through that curve in the NE bound direction was around 400 feet. The recommended stopping sight distance for 45 mph is 360 feet.

There is also a perceived intersection sight distance issue with the intersection of Alcovy Street and Vine Street. The required intersection sight distance for 35 mph (on Vine Street, looking right to turn left) is 390 feet; however, the observed sight distance is only around 325 feet.

**Conclusion & Recommendation:**

With the existing horizontal curves and the perceived sight distance concerns along this segment of Alcovy Street and the perceived intersection sight distance issue at Vine Street, it is recommended that the speed limit for this section of Alcovy Street be reduced from 45 mph to 35 mph. The 85<sup>th</sup> percentile speed is 53 mph; therefore, enforcement and an evaluation for potential geometric changes to encourage vehicles to drive at a reduced speed are recommended for the roadway segment. It is recommended that a 35 mph speed limit sign be installed in the SW bound direction across from the existing 35 mph speed limit sign in the NE direction in between Country Club Drive and Oakland Ridge Road. It is also recommended that the existing 45 mph speed limit sign in the NE bound direction just north of Criswell Road be removed and replaced with a 35 mph speed limit sign farther to the south across from the existing 45 mph speed limit sign for SW bound traffic near the City limits. The last recommendation is to place an advisory speed limit sign of 25 mph on the existing “curve ahead” and “intersection ahead” signs in the SW bound direction south of Fairway Drive. While these advisory signs aren’t enforceable, it should increase roadway safety by giving additional reinforcement to SW bound traffic that vehicles are potentially turning from Vine Road.

**Segment Description:**

Street	From	To	Length	Speed Limit
Alcovy Street	<b>City Limit</b> (898’ South West of Criswell Road)	<b>Midpoint of Country Club Drive / Oakland Ridge Road</b> (3010’ North East of Criswell Road)	0.75 miles	45 mph



# MEMO

**To:** Logan Propes, City Administrator  
City of Monroe

**Project Name:** McDaniel Street Engineering and Traffic Investigation (ETI) Report

**K&W Project Number:** 201070

**Date:** 5/20/2020

**From:** Rob Jacquette, PE, PTOE  
Keck & Wood, Inc.

The City of Monroe contacted Keck & Wood, Inc. to perform an ETI Report for the segment of McDaniel Street from the City Limits to Breedlove Drive. The purpose of this report is to document the existing conditions of this segment of McDaniel Street and determine appropriate speed control for the segment.

**Origin, Location, Reason:**

McDaniel Street between the Monroe City Limits and Breedlove Drive is an off-system roadway segment located within the City limits of Monroe, Walton County, Georgia. The study was completed at the request of the City of Monroe City Council in order to determine the feasibility of lowering the speed limit for this section of McDaniel Street from 45 mph to 35 mph to match the rest of McDaniel Street within the City Limits.

**Area Description:**

McDaniel Street within the City of Monroe City Limits is a two-lane rural roadway with deceleration/right turn lanes in some areas. The geometry of McDaniel Street has both horizontal and vertical curves throughout the corridor with narrow grass shoulders. No sidewalk exists in this segment of McDaniel Street. A drive through the McDaniel Street roadway segment as performed on May 20<sup>th</sup>, 2020 in order to confirm the driving conditions of the segment.

**Speed Data:**

The current posted speed limit for this segment of McDaniel Street is 45 mph in both directions. The Monroe City Council desires to reduce the speed limit for this section to 35 mph in both directions. The collected traffic data for a two-day period revealed the 85<sup>th</sup> percentile speed of this segment to be 54 mph. The 10-mph speed pace of the corridor was 45mph to 55 mph with 54% of all vehicles driving within that speed range.

**Volume:**

Traffic volume and speed data was collected by the City of Monroe for Tuesday, May 12, 2020 and Wednesday May 13, 2020. The average daily traffic volume for this segment of McDaniel Street was 2,880 vehicles per day with a peak hour of 5 pm to 6 pm and 270 vehicles during that hour on average.

**Accident History:**

Utilizing the Georgia Department of Transportation’s Numetric Crash Data website, crashes for the subject roadway segment were pulled for 2013 to 2019 (available data). There were 25 total crashes in those 7 years. 1 crash had serious injuries at the McDaniel Street and Breedlove Drive intersection. The crash at Breedlove Drive was a two-vehicle angle crash at the signalized intersection. The largest number of crashes (19) along the corridor occurred at the McDaniel Street at Breedlove Drive intersection. Crashes at signalized intersections are typically not due to speed limits of the roadways.

**Sight Distance:**

Sight distance is limited at the intersection of Breedlove Drive due to horizontal curves and existing obstructions which include vegetation; however, the signalization of the intersection controls the potential intersection sight distance issues. No other sight distance concerns were observed along the corridor.

**Conclusion & Recommendation:**

With the existing horizontal curves through this section of McDaniel Street and narrow shoulders in areas of this roadway segment, it is recommended that the speed limit be reduced from 45 mph to 35 mph along this segment of McDaniel Street in order to promote roadway safety along the segment. The 85<sup>th</sup> percentile speed is much higher than the current posted speed limit of 45 mph; therefore, additional enforcement will be required in order to encourage motorists along the roadway segment to reduce their speeds. It is also recommended that additional design considerations be evaluated for the roadway segment to encourage traffic to drive at a slower speed, such as curb and gutter, narrower lanes and other “visual friction” elements.

**Segment Description:**

Street	From	To	Length	Speed Limit
McDaniel Street	City Limit (3320' South West of Breedlove Drive)	Breedlove Drive	0.63 miles	45 mph



**To:** City Counsel, Rodney Middlebrooks, Logan Propes  
**From:** Jessica de Benedictis, Wastewater Plant Manager  
**Department:** Sewer  
**Date:** 6-24-20  
**Description:** Approval to purchase 2 new Wilo Pumps for Vine Street Lift Station and 2 new Wilo Pumps for Ammons Bridge Lift Station.

**Budget Account/Project Name:** Sewer Infrastructure Repair/Replace

**Funding Source:** 520-4335-541303

**Budget Allocation:**

**Budget Available:**

**Requested Expense:** 148,657.00 **Company of Purchase:** J H Wright & Associates

**Recommendation:**

Staff recommends the APPROVAL to purchase a total of 4 new Wilo pumps for Ammons Bridge and Vine Street sewer lift stations.

**Background:**

Ammons Bridge and Vine Street lift stations are the 2 largest lift stations in the city. All the pumps currently in the pump stations are original pumps except for one. Because of the wear and tear of the old pumps we currently only have 2 in operation at each site (each pump station should have a total of 4 pumps). It has come to a point where it is more cost efficient to replace the pumps vs trying to keep repairing. WILO pumps come with a 5 year manufacturer's warranty.

**Attachment(s):**

PO Request  
 2 Quotes from J H Wright & Associates  
 2 Quotes from GWI  
 1 Quote from Templeton & Associates



Goforth Williamson, Inc.  
 Mail To: 373 O'Dell Road  
 Ship To: 377 O'Dell Road  
 Griffin, GA 30224  
 United States of America

181

Ph: 770-467-0303

Fax: 770-467-0301

**Quote**

ID: P213952 Date: 27-Mar-20

**To**

Monroe, City of  
 215 North Broad St  
 PO Box 1249  
 Monroe, GA 30655  
 United States of America

**Quote To**

Kyle Braswell  
 City of Monroe  
 420 North Broad St  
 Monroe, GA 30655  
 United States of America

Ph: 770-267-7536

Ph: 404-392-0216

Terms		Ship Via		Salesperson
Net 30 Days		Pre-Pay& ADD		JGBOS
Quantity	Description	Unit Price	Amount	
	Reference: Vine St Fairbanks PER YOUR REQUEST, WE ARE PLEASED TO QUOTE THE FOLLOWING:			
	Line: 001 <span style="float: right;">Expiration Date: 27-Apr-20</span> Part: YP 9235 8185 125HP 6 P 460V <span style="float: right;">Rev:</span> Yeomans 9235-8185			
	Design Condition: 2070 gpm at 119 ft			
	Submersible Solids Handling Pump 8" Horizontal Flanged Discharge / 10" Flaned Suction / 5" Solids Single Channel Cast Iron Impeller w/ SST Wear Rings 125 hp 1150 rpm 460/3/60 Motor 1.15SF w/ Cooling Jacket Moisture Sensor / Motor Thermal Switches 50 ft Long Cord Includes: Cast Iron Suction Elbow Fabricated Steel Pump Stand			
1	ea	\$78,572.00	\$78,572.00	



Goforth Williamson, Inc.  
 Mail To: 373 O'Dell Road  
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 Griffin, GA 30224  
 United States of America

182

Ph: 770-467-0303

Fax: 770-467-0301

**Quote**

ID: P213952 Date: 27-Mar-20

**To**

Monroe, City of  
 215 North Broad St  
 PO Box 1249  
 Monroe, GA 30655  
 United States of America

**Quote To**

Kyle Braswell  
 City of Monroe  
 420 North Broad St  
 Monroe, GA 30655  
 United States of America

Ph: 770-267-7536

Ph: 404-392-0216

Terms		Ship Via		Salesperson
Net 30 Days		Pre-Pay& ADD		JGBOS
Quantity	Description	Unit Price	Amount	
1	Line: 002 Part: YEOMANS INSTALL M/D:9235/8185  Expiration Date: 27-Apr-20 Rev: BUDGET  This pump is dimensionally the same as the existing Yeomans pump.  Scope of Work: 1) Travel to sites – Vine Street Pump Station 2) Remove existing Yeomans vertical line shaft pump. 3) Install new Yeomans dry pit submersible. 4) Set pump to run and verify operation. 5) Clean up site and return to GWI Service Center.  Note: Customer is to have pump isolated before GWI arrives on site for installation.	\$4,250.00	\$4,250.00	
1	Line: 003 Part: SHIPPING & HANDLING CHARGES Freight on Inbound Materials In Bound Standard Ground Shipping Charges  Expiration Date: 27-Apr-20 Rev:	\$447.00	\$447.00	
	PLEASE NOTE: 1. Freight: FOB Origin, ground freight prepaid and charged to curbside of first location. 2. Price "does not" reflect Sales Tax, Documentation, Drawings, or Special Paperwork. 3. We can now accept Visa, Mastercard, American Express and Discover. Please contact us if you would like to pay via credit card. A 5% surcharge will be added to the invoice amount. 4. GWI will provide 1-year warranty on workmanship and materials from the date of delivery  THANK YOU FOR THE OPPORTUNITY TO PROVIDE THIS QUOTE. PLEASE CALL	Total:	\$83,269.00	



Goforth Williamson, Inc.  
 Mail To: 373 O'Dell Road  
 Ship To: 377 O'Dell Road  
 Griffin, GA 30224  
 United States of America

183

Ph: 770-467-0303

Fax: 770-467-0301

**Quote**

ID: P213952 Date: 27-Mar-20

**To**

Monroe, City of  
 215 North Broad St  
 PO Box 1249  
 Monroe, GA 30655  
 United States of America

**Quote To**

Kyle Braswell  
 City of Monroe  
 420 North Broad St  
 Monroe, GA 30655  
 United States of America

Ph: 770-267-7536

Ph: 404-392-0216

Terms	Ship Via	Salesperson
Net 30 Days	Pre-Pay& ADD	JGBOS

Quantity	Description	Unit Price	Amount
	770-467-0303, OR YOUR SALES REP, IF YOU HAVE ANY QUESTIONS.		



Goforth Williamson, Inc.  
 Mail To: 373 O'Dell Road  
 Ship To: 377 O'Dell Road  
 Griffin, GA 30224  
 United States of America

184

Ph: 770-467-0303

Fax: 770-467-0301

**Quote**

ID: P213952R1 Date: 30-Mar-20

**To**

Monroe, City of  
 215 North Broad St  
 PO Box 1249  
 Monroe, GA 30655  
 United States of America

**Quote To**

Kyle Braswell  
 City of Monroe  
 420 North Broad St  
 Monroe, GA 30655  
 United States of America

Ph: 770-267-7536

Ph: 404-392-0216

Terms		Ship Via		Salesperson
Net 30 Days		Pre-Pay& ADD		JGBOS
Quantity	Description	Unit Price	Amount	
	Reference: Vine St Pump Station PER YOUR REQUEST, WE ARE PLEASED TO QUOTE THE FOLLOWING:			
	Line: 001 <span style="float: right;">Expiration Date: 30-Apr-20</span> Part: 98918212 <span style="float: right;">Rev:</span> S2.40.A80.1270.4.70M.C.332.G.E			
	Design Condition: 2070 gpm at 118 ft			
	Grundfos Submerisble Solids Handling Pump 8" Horizontal Flanged Discharge / 3-15/16" Solids 2 Channel Cast Iron Impeller 127 HP 1778 rpm 460/3/60 Explosion Proof Motor w/ Cooling Jacket Moisture Sensor and Water in Oil Sensor / Klixon Motor Thermal Switches 49' Cable			
1	ea 20 - 22 weeks	\$31,425.00	\$31,425.00	





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 Mail To: 373 O'Dell Road  
 Ship To: 377 O'Dell Road  
 Griffin, GA 30224  
 United States of America

185

Ph: 770-467-0303

Fax: 770-467-0301

**Quote**

ID: P213952R1 Date: 30-Mar-20

**To**

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 Monroe, GA 30655  
 United States of America

**Quote To**

Kyle Braswell  
 City of Monroe  
 420 North Broad St  
 Monroe, GA 30655  
 United States of America

Ph: 770-267-7536

Ph: 404-392-0216

Terms		Ship Via		Salesperson
Net 30 Days		Pre-Pay& ADD		JGBOS
Quantity	Description	Unit Price	Amount	
1 ea	Line: 002 Part: INSTALL LABOR GRUNDFOS SUBM Dry Pit at Monroe Vine St PS  Expiration Date: 30-Apr-20 Rev: BUDGET  Scope of Work: 1. Travel to Site- Monroe, GA 2. Pull and Remove existing pump, base stand, suction elbow, and concentric reducer 3. Demo and remove existing concrete base 4. Provide and Install the following parts: a. 1 ea. – Adjustable Base Stand b. 1 ea. – 10" Suction Elbow c. 1 ea. – 12" x 10" Eccentric Reducer d. 1 ea. – 12" 45 Degree Elbow e. 1 ea. – 12" Spool x 2' Long f. 1 ea. – 12" EZ Flange g. 1 ea. – 8" Spool x 3' Long h. 1 ea. – 8" 45 Degree Elbow i. 1 ea. – 8" EZ Flange j. 1 ea. – Junction Box k. Misc. Gaskets and Fasteners 5. Install the following parts: a. 1 ea. – Grundfos 127 HP Pump 6. Set pump to run; Verify Operation  Note: any work outside the above scope of work will require a revised quote. No further work will be performed without approval of changes.  Note: GWI will provide a 1-year warranty on workmanship.	\$17,090.00	\$17,090.00	



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 United States of America

186

Ph: 770-467-0303

Fax: 770-467-0301

**Quote**

ID: P213952R1 Date: 30-Mar-20

**To**

Monroe, City of  
 215 North Broad St  
 PO Box 1249  
 Monroe, GA 30655  
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**Quote To**

Kyle Braswell  
 City of Monroe  
 420 North Broad St  
 Monroe, GA 30655  
 United States of America

Ph: 770-267-7536

Ph: 404-392-0216

Terms		Ship Via		Salesperson
Net 30 Days		Pre-Pay& ADD		JGBOS
Quantity	Description	Unit Price	Amount	
1	Line: 003 Part: SHIPPING & HANDLING CHARGES Freight on Inbound Materials In Bound Standard Ground Shipping Charges ea  Expiration Date: 30-Apr-20 Rev:	\$420.00	\$420.00	
	PLEASE NOTE: 1. Freight: FOB Origin, ground freight prepaid and charged to curbside of first location. 2. Price "does not" reflect Sales Tax, Documentation, Drawings, or Special Paperwork. 3. We can now accept Visa, Mastercard, American Express and Discover. Please contact us if you would like to pay via credit card. A 5% surcharge will be added to the invoice amount. 4. GWI will provide 1-year warranty on workmanship and materials from the date of delivery  THANK YOU FOR THE OPPORTUNITY TO PROVIDE THIS QUOTE. PLEASE CALL 770-467-0303, OR YOUR SALES REP, IF YOU HAVE ANY QUESTIONS.	Total:	\$48,935.00	

# J H Wright & Associates

P. O. BOX 1085  
27395 POLLARD ROAD  
DAPHNE, AL 36526  
PHONE: 888-655-7867 / 251-621-1491  
FAX: 251-621-8111

## QUOTATION #



DATE:

## JS0620-12

187

6/19/2020

**PREPARED BY:**  
**Josh Stanford**

<b>TO:</b> <u>Jessica DeBenedictis</u>	<b>PROJECT:</b> <u>Monroe - Ammons Bridge Lift Station</u>
<b>COMPANY:</b> <u>City of Monroe - Jack's Creek</u>	<b>LOCATION:</b> <u>Monroe, GA</u>
<u>2200 Highway 83</u>	
<u>Monroe, GA 30655</u>	
<b>PHONE:</b> <u>(470)-514-0234</u>	<b>ENGINEER:</b> _____
<b>FAX:</b> <u>JDeBenedictis@MonroeGA.gov</u>	
<b>CREDIT TERMS:</b> <u>NET 30</u>	<b>SPECS PROVIDED VIA:</b> _____
<b>DELIVERY*:</b> <u>18-20 Weeks</u>	<b>FREIGHT:</b> <u>Included in Price</u>

<u>QUANTITY</u>	<u>DESCRIPTION</u>	
<b>WILO Pumps for Ammons Bridge Lift Station</b>		
2	FA15.77Z + FK34.1-6/24 Motor 50HP, 460V with 40' Cables Moisture and Thermal Sensors Rated for 1,530 GPM @ 66 FT TDH	\$59,686.00
2	Free-Hanging, 10-Inch LR Suction Elbow for Dry-Pit	\$6,961.00
2	Support Plate for Dry-Pit	\$4,637.00
2	Moisture and Thermal Relays	\$550.00
1	Freight Allowed to Jobsite	\$1,350.00
<b>Total Price</b>		<b>\$ 73,184.00</b>

**Notes: 1. WILO 5-Year Manufacturers Warranty included.**

\*DELIVERY IS AN APPROXIMATE TIME PERIOD AFTER CUSTOMER ACCOUNT HAS BEEN SET UP, OR PAYMENT METHOD HAS BEEN APPROVED.

Due to the rising costs of raw materials, All quotations are good for 30 days. All material is subject to Engineer's final approval of submittals. JHW takes no responsibility for electrical wiring, components or terminations made by others or subsequent damages of our equipment due to faulty design and/or installation; including drives, or other devices not furnished and installed by JHW. J H Wright will not be responsible for system conditions, present or future, which may vary from original design. This includes but is not limited to hydraulic and electrical conditions

Progress payments may be required on some orders dependant on Customer Credit/Payment history or the Equipment Manufacturers' requirements

Under no circumstances are "retainage fees" allowed. Our prices do not include any Federal, State or Local sales taxes. All quotations are for material only and do not include any labor or installation unless otherwise noted. Manufacturer's warranty applies to all products. JHW standard terms and conditions apply. Should services of a collection agency, attorney, or other legal service become necessary for collection, purchaser shall assume all responsibility for all expenses accrued in the collection process. ANY REMAINING EQUIPMENT HELD AT JHW's WAREHOUSE WILL BE INVOICED BASED ON CUSTOMER'S ORIGINAL REQUIRED DATE, WITH PAYMENT DUE WITHIN 30 DAYS OF INVOICE DATE.

The undersigned agrees to and has the authority to bind purchaser to the terms and conditions and equipment above:

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_ PO#: \_\_\_\_\_

# J H Wright & Associates

P. O. BOX 1085  
 27395 POLLARD ROAD  
 DAPHNE, AL 36526  
 PHONE: 888-655-7867 / 251-621-1491  
 FAX: 251-621-8111

## QUOTATION #



DATE:

**JS0620-11**

188

6/18/2020

**PREPARED BY:**  
**Josh Stanford**

**TO:** Jessica De Benedictis      **PROJECT:** Vine St. LS Pumps  
**COMPANY:** City of Monroe  
2200 Highway 83      **LOCATION:** Monroe, GA  
Monroe, GA 30655  
**PHONE:** (470)-514-0234      **ENGINEER:** \_\_\_\_\_  
**FAX:** JDeBenedictis@MonroeGA.gov

**CREDIT TERMS:** NET 30      **SPECS PROVIDED VIA:** \_\_\_\_\_  
**DELIVERY\*:** 18-20 Weeks      **FREIGHT:** Included in Price

<u>QUANTITY</u>	<u>DESCRIPTION</u>	
<b>Vine St. Lift Station - WILO Pumps Quote</b>		
2	WILO FA15.77Z + FK34.1-4/33 Motor 100HP, 460V with 40' Cable Moisture & Thermal Sensors Rated for 2,070 GPM @ 119 FT TDH	\$61,975.00
2	Free-Hanging, 10-Inch LR Suction Elbow	\$6,961.00
2	Support Base Plate for Dry-Pit	\$4,637.00
2	Moisture and Thermal Relay	\$550.00
1	Freight allowed to Jobsite	\$1,350.00
<b>Total Price</b>		<b>\$ 75,473.00</b>

**Notes: 1. WILO 5-year Manufacturers Warranty Included in Total Price**

\*DELIVERY IS AN APPROXIMATE TIME PERIOD AFTER CUSTOMER ACCOUNT HAS BEEN SET UP, OR PAYMENT METHOD HAS BEEN APPROVED.

Due to the rising costs of raw materials, All quotations are good for 30 days. All material is subject to Engineer's final approval of submittals. JHW takes no responsibility for electrical wiring, components or terminations made by others or subsequent damages of our equipment due to faulty design and/or installation; including drives, or other devices not furnished and installed by JHW. J H Wright will not be responsible for system conditions, present or future, which may vary from original design. This includes but is not limited to hydraulic and electrical conditions

Progress payments may be required on some orders dependant on Customer Credit/Payment history or the Equipment Manufacturers' requirements

Under no circumstances are "retainage fees" allowed. Our prices do not include any Federal, State or Local sales taxes. All quotations are for material only and do not include any labor or installation unless otherwise noted. Manufacturer's warranty applies to all products. JHW standard terms and conditions apply. Should services of a collection agency, attorney, or other legal service become necessary for collection, purchaser shall assume all responsibility for all expenses accrued in the collection process. ANY REMAINING EQUIPMENT HELD AT JHW's WAREHOUSE WILL BE INVOICED BASED ON CUSTOMER'S ORIGINAL REQUIRED DATE, WITH PAYMENT DUE WITHIN 30 DAYS OF INVOICE DATE.

The undersigned agrees to and has the authority to bind purchaser to the terms and conditions and equipment above:

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_ PO#: \_\_\_\_\_

WC Equipment Sales  
Attn: Stanley Mize

**Quote #43429**  
Dated: 5/27/20  
Page 1

Project: City of Monroe, GA

*DUE TO CONTINUED PRICING INSTABILITIES IN MOTORS, METALS AND CASTINGS  
ALL PRICING BEYOND 60 DAYS MUST BE VERIFIED PRIOR TO PLACING AN ORDER.*

ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
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**LIFT STATION #1 Vine St.- 2000 GPM @ 119 FEET TDH**

**1 1 only VAUGHAN MODEL PE8L10CS-125 VERTICAL DRY PIT PEDESTAL CHOPPER PUMP CONSISTING OF:**

- **CASING AND BACK PULL-OUT PLATE**, cast ductile iron, with 8" 125 lb. ANSI rated discharge flange
- **IMPELLER, UPPER CUTTER AND EXTERNAL CUTTER**, cast steel, heat treated to minimum 60 Rockwell C Hardness. Impeller dynamically balanced.
- **CUTTER BAR**, plate steel, heat treated to minimum 60 Rockwell C Hardness.
- **SHAFT**, heat treated steel.
- **BEARINGS**, ball type thrust and spherical roller radial bearings, oil lubricated with site glass.
- **BEARING/PACKING HOUSING**, cast ductile iron.
- **FLUSHLESS MECHANICAL SEAL**, cartridge type with Silicon Carbide faces and integral shaft sleeve, as manufactured by Vaughan.
- **ELASTOMERS**, BUNA N
- **INLET FLANGE**, 10" 150 lb. ANSI rated forged steel elbow, pedestal mounted. Base plate fabricated from 1018 steel, complete with anchor bolt holes.
- **BASE**, fabricated 1018 steel.
- **STANDARD FINISH**: treated with solvent wash and a single coat of Tnemec Perma-Shield PL Series 431 Epoxy (minimum 5 MDFT). (Except Motor)
- **DISCHARGE FLANGE ROTATED TO 3:00 POSITION AS VIEW FROM ABOVE THE PUMP**, suction flange at 12:00.

<b>TOTAL LIST PRICE:</b>	<b>\$24,771</b>	<b>\$24,771</b>
<b>ESTIMATED FREIGHT, FOB MONTESANO, WA:</b>	<b>\$1,200</b>	<b>\$1,200</b>

*Freight quotes are for informational purposes only and is not a guarantee of the final shipping charge.  
Shipping charges are not finalized until the equipment leaves Vaughan's warehouse.  
Partial shipments are subject to additional freight charges*

<b>NET ADDER FOR ENGINEERING SUBMITTAL:</b>	<b>\$800 net</b>	<b>\$800 net</b>
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**LIFT STATION #2 Ammonds – 1500 GPM @ 66 FEET TDH**

SUBMITTALS:	SUBMITTAL TIME IS 4 - 6 WEEKS AFTER RECEIPT OF ORDER.
PRODUCTION TIME:	ESTIMATED 8 TO 10 WEEKS AFTER RECEIPT OF APPROVED SUBMITTALS, RELEASE TO PRODUCTION AND EXECUTED PURCHASE ORDER. ESTIMATED SHIP DATES ARE SUBJECT TO CHANGE DEPENDENT ON MOTOR AVAILABILTY. VAUGHAN CO. WILL ARRANGE SHIPMENT UPON THE RECEIPT OF APPROVED FACTORY TESTS, IF APPLICABLE.
FOB:	MONTESANO, WASHINGTON VIA BEST WAY
TERMS:	CONTINGENT ON CREDIT APPROVAL
EXPIRATION:	QUOTATION VALID FOR 60 DAYS

jsf

***“Solids Handling Specialists”***

WC Equipment Sales  
Attn: Stanley Mize

**Quote #43429**  
Dated: 5/27/20  
Page 2

Project: City of Monroe, GA

*DUE TO CONTINUED PRICING INSTABILITIES IN MOTORS, METALS AND CASTINGS  
ALL PRICING BEYOND 60 DAYS MUST BE VERIFIED PRIOR TO PLACING AN ORDER.*

ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
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**2 1 only VAUGHAN MODEL PE6W8CS-100 VERTICAL DRY PIT  
PEDESTAL CHOPPER PUMP CONSISTING OF:**

- **CASING AND BACK PULL-OUT PLATE**, cast ductile iron, with 6" 125 lb. ANSI rated discharge flange
- **IMPELLER, UPPER CUTTER AND CUTTER NUT**, cast steel, heat treated to minimum 60 Rockwell C Hardness. Impeller dynamically balanced.
- **CUTTER BAR**, plate steel, heat treated to minimum 60 Rockwell C Hardness.
- **SHAFT**, heat treated steel.
- **BEARINGS**, ball type thrust and spherical roller radial bearings, oil lubricated with site glass.
- **BEARING/PACKING HOUSING**, cast ductile iron.
- **FLUSHLESS MECHANICAL SEAL**, cartridge type with Silicon Carbide faces and integral shaft sleeve, as manufactured by Vaughan.
- **ELASTOMERS**, BUNA N
- **INLET FLANGE**, 8" 150 lb. ANSI rated forged steel elbow, pedestal mounted. Base plate fabricated from 1018 steel, complete with anchor bolt holes.
- **BASE**, fabricated 1018 steel.
- **STANDARD FINISH**: treated with solvent wash and a single coat of Tnemec Perma-Shield PL Series 431 Epoxy (minimum 5 MDFT). (Except Motor)
- **DISCHARGE FLANGE ROTATED TO 3:00 POSITION AS VIEW FROM ABOVE THE PUMP**, suction flange at 12:00.

<b>TOTAL LIST PRICE:</b>	<b>\$13,771</b>	<b>\$13,771</b>
<b>ESTIMATED FREIGHT, FOB MONTESANO, WA:</b>	<b>\$900</b>	<b>\$900</b>

*Freight quotes are for informational purposes only and is not a guarantee of the final shipping charge.  
Shipping charges are not finalized until the equipment leaves Vaughan's warehouse.  
Partial shipments are subject to additional freight charges*

<b>NET ADDER FOR ENGINEERING SUBMITTAL:</b>	<b>\$800 net</b>	<b>\$800 net</b>
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**NOTES:**

SUBMITTALS:	SUBMITTAL TIME IS 4 - 6 WEEKS AFTER RECEIPT OF ORDER.
PRODUCTION TIME:	ESTIMATED 8 TO 10 WEEKS AFTER RECEIPT OF APPROVED SUBMITTALS, RELEASE TO PRODUCTION AND EXECUTED PURCHASE ORDER. ESTIMATED SHIP DATES ARE SUBJECT TO CHANGE DEPENDENT ON MOTOR AVAILABILTY. VAUGHAN CO. WILL ARRANGE SHIPMENT UPON THE RECEIPT OF APPROVED FACTORY TESTS, IF APPLICABLE.
FOB:	MONTESANO, WASHINGTON VIA BEST WAY
TERMS:	CONTINGENT ON CREDIT APPROVAL
EXPIRATION:	QUOTATION VALID FOR 60 DAYS

jsf

***"Solids Handling Specialists"***

WC Equipment Sales  
Attn: Stanley Mize

**Quote #43429**  
Dated: 5/27/20  
Page 3

Project: City of Monroe, GA

*DUE TO CONTINUED PRICING INSTABILITIES IN MOTORS, METALS AND CASTINGS  
ALL PRICING BEYOND 60 DAYS MUST BE VERIFIED PRIOR TO PLACING AN ORDER.*

ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
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1. For Lift Station #1, the existing 100 HP, 1750 RPM motor and drive shaft assembly to be reused.
2. For Lift Station #2, the existing 50 HP, 1750 RPM motor and drive shaft assembly to be reused.

THE FOLLOWING ITEMS ARE NOT INCLUDED IN THIS QUOTATION. IF REQUIRED, PLEASE CONTACT YOUR LOCAL VAUGHAN REPRESENTATIVE FOR PRICING AND AVAILABILITY:

- FLEXIBLE COUPLING TO CONNECT PUMP SHAFT TO DRIVE SHAFT.
- DRIVE SHAFT ASSEMBLY OR ANY MODIFICATIONS TO THE EXISTING DRIVE SHAFT.
- NEW ELECTRIC MOTORS.
- CONTROL PANELS OR LEVEL CONTROLS.
- PRESSURE GAUGES, SWITCHES, VALVES AND OTHER SPECIALTIES NOT SPECIFICALLY CALLED OUT HEREIN.
- SPECIAL COATINGS OTHER THAN THOSE QUOTED.
- FACTORY PUMP PERFORMANCE, HYDROSTATIC PRESSURE, VIBRATION AND NOISE TESTS.
- EQUIPMENT, LABOR, MATERIAL AND PERSONNEL REQUIRED TO PERFORM FIELD TESTING OF PUMPS.
- FACTORY MOTOR TESTS.
- INTRINSICALLY SAFE FEATURES.
- SPARE PARTS.
- ADDITIONAL LUBRICANTS OTHER THAN THOSE CONTAINED WITHIN THE PUMP.
- ANCHOR BOLTS.
- STARTUP BY MANUFACTURER'S REPRESENTATIVE.

**APPLICATION:** LIFT STATION  
**INDUSTRY:** MUNICIPAL

SUBMITTALS:	SUBMITTAL TIME IS 4 - 6 WEEKS AFTER RECEIPT OF ORDER.
PRODUCTION TIME:	ESTIMATED 8 TO 10 WEEKS AFTER RECEIPT OF APPROVED SUBMITTALS, RELEASE TO PRODUCTION AND EXECUTED PURCHASE ORDER. ESTIMATED SHIP DATES ARE SUBJECT TO CHANGE DEPENDENT ON MOTOR AVAILABILTY. VAUGHAN CO. WILL ARRANGE SHIPMENT UPON THE RECEIPT OF APPROVED FACTORY TESTS, IF APPLICABLE.
FOB:	MONTESANO, WASHINGTON VIA BEST WAY
TERMS:	CONTINGENT ON CREDIT APPROVAL
EXPIRATION:	QUOTATION VALID FOR 60 DAYS

jsf

**“Solids Handling Specialists”**

WC Equipment Sales  
Attn: Stanley Mize

**Quote #43429**  
Dated: 5/27/20  
Page 4

Project: City of Monroe, GA

*DUE TO CONTINUED PRICING INSTABILITIES IN MOTORS, METALS AND CASTINGS  
ALL PRICING BEYOND 60 DAYS MUST BE VERIFIED PRIOR TO PLACING AN ORDER.*

ITEM	QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
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Vaughan Co., Inc.

SUBMITTALS:	SUBMITTAL TIME IS 4 - 6 WEEKS AFTER RECEIPT OF ORDER.
PRODUCTION	ESTIMATED 8 TO 10 WEEKS AFTER RECEIPT OF APPROVED SUBMITTALS, RELEASE TO
TIME:	PRODUCTION AND EXECUTED PURCHASE ORDER. ESTIMATED SHIP DATES ARE SUBJECT TO
	CHANGE DEPENDENT ON MOTOR AVAILABILTY. VAUGHAN CO. WILL ARRANGE SHIPMENT
	UPON THE RECEIPT OF APPROVED FACTORY TESTS, IF APPLICABLE.
FOB:	MONTESANO, WASHINGTON VIA BEST WAY
TERMS:	CONTINGENT ON CREDIT APPROVAL
EXPIRATION:	QUOTATION VALID FOR 60 DAYS

jsf

***“Solids Handling Specialists”***



**PRODUCT WARRANTY, TERMS & CONDITIONS FOR SALES MADE BY VAUGHAN CO., INC.**

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1. **GENERAL:** The Terms & Conditions herein established by Vaughan Co., Inc. (“us”, “we”, “our”) as may be amended by us from time to time (“Terms and Conditions”) apply to all dealings with our potential and actual customers (“you” and “your”), whether made by you or us, for any solicitation, submission, inquiry, offer, request or arrangement (a “Communication”) or sale by us with respect to goods we sell (“Product(s)”). Written authorization is only valid if executed by an authorized officer of Vaughan Co.
2. **SCOPE OF SUPPLY:** Scope of supply will be limited to accepted quotation or approved submittals, if required.
3. **ACCEPTANCE OF ORDERS:** No Communication is binding on us unless written authorization is obtained by an authorized officer of Vaughan Co. Any sample provided by us is not part of an Accepted Order.
4. **SUBMITTALS:** Drawings and submittals for approval will typically be supplied four to six (4-6) weeks from the receipt of the order in pdf format. Vaughan will not be responsible for damages, fees or charges for any additional submittal reviews that were not the fault of Vaughan.
5. **PRODUCTION TIME:** Vaughan’s production time will begin after complete submittal approval, release to production, execution of the purchase order and receipt of progress payments, if applicable. Production time excludes time to approve test results.
6. **NO CANCELLATION:** Accepted Orders cannot be cancelled or modified, in whole or in part, without our prior written consent, which consent may be withheld or subject to conditions and reasonable charges we may impose. Any custom ordered parts cannot be cancelled without full payment.
7. **DEFAULT:** If Buyer defaults on the contract, Vaughan shall have the right to be cancel the contract in part or whole. Buyer shall be responsible for reasonable termination charges up to the total agreement value. The termination charge is at Vaughan’s discretion dependent upon the percentage of the Agreement price reflecting the percentage of the work fabricated prior to the default plus actual direct costs resulting from default, including cancellation charges directly associated with costs for items that are in production at time of cancellation.
8. **PRICE INCREASE:** Price of Product(s) is subject to increase if equipment is not released to production within six months from the date Vaughan receives the initial purchase order from you.
9. **TAXES:** All prices are subject to all applicable sales and use taxes and any other taxes now or hereafter imposed and/or levied by any governmental authority with respect to the sale of the Product(s) (“Applicable Taxes”). Customers located in states where Vaughan is registered for sales tax sales must pay sales tax on all orders delivered or picked up within said state unless Vaughan Co. has in its possession an accurate and current resale or exemption certificate or other acceptable alternate document on file for your company and/or project. If you have a certificate on file with Vaughan Co., please indicate on the purchase order if tax is to be applied or not at the time of the order. Our failure to charge or collect Applicable Taxes when due shall not relieve you of your obligation for its payment. Regardless of any other payment terms, all Applicable Taxes are due net 30 days from the invoice date.
10. **PAYMENT TERMS:** Terms of sale will be shown on each invoice or purchase order, and it is agreed that invoices will be paid in full when due. Standard payment terms are as follows:
  - 10% upon submittal approval;
  - 10% prior to shipment of equipment;
  - 75% net 30 from shipment of equipment;
  - 5% due at the earlier of startup or 120 days from shipment of equipment.However, Vaughan may at their discretion alter these percentages on a case by case basis. Payment is not subject to hold-backs or contingent upon the Buyer receiving payment from the Owner. If payment in full on any invoice is not received when due, or if your credit worthiness is deemed unsatisfactory by us at any time, we may take, without incurring any liability, one or more of the following actions: (a) impose a service charge at the rate that is the lesser of (i) 1.5% per month or (ii) the maximum rate allowed by applicable law, on any amount past due commencing from the date of such invoice, (b) modify or accelerate payments terms, (c) withhold delivery of Product(s) under any Accepted Order not yet shipped and/or delay, recall or reclaim shipments of Product(s) en route to you or delivered until arrangements satisfactory to us are made to secure payment for any outstanding invoice and for all open Accepted Orders and/or (d) file a lien or bond claim for any unpaid labor or material.
11. **RETAINAGE:** Retainage, if applicable, is limited to 5% of the total Accepted Order price less any applicable taxes and is due at the earlier of start-up or 10 days upon owner’s acceptance, however, retainage shall not exceed 120 days from the shipment of equipment.
12. **FREIGHT:** Unless otherwise stated in the purchase order or quote, freight for a single shipment is included. Additional freight cost for split-shipments will be the responsibility of the Buyer. Buyer is responsible for providing complete shipping information and requirements including, but not limited to residential delivery, lift gates, limited access, advance notice, construction/jobsite, etc. Failure to provide accurate information may result in additional shipping fees. Those fees are the responsibility of the Buyer and will be billed accordingly
13. **DATE OF SHIPMENT:** Shipment dates are approximate and subject to change based upon Product(s) availability, production schedules, and other prevailing conditions. Shipment date is contingent upon the receipt of approved submittals, execution of purchase order, receipt of progress payments and approved factory tests, if applicable. You must accept delivery after approval of submittals, production time and factory test approval or issue us a change to the Accepted Order that must be accepted by us in writing. . If Vaughan does not receive approval to ship equipment within 30 days from the submission of factory tests, Buyer will pay Vaughan \$100 per day for storage of equipment.
14. **LONG TERM STORAGE:** We will hold Product(s) in long term storage contingent upon payment of full purchase order price less retainage. Long term storage duration, fees, and any other considerations will be evaluated on a case by case basis.
15. **YOUR ACCEPTANCE OF PRODUCT(S):** You are responsible to promptly inspect Product(s) delivered and notify us within five (5) calendar days following receipt of the Product(s) for which a claim is filed of any shortages, visible material defects or non-conformance of the Product(s) with the Accepted Order. If the equipment is damaged during transport that was arranged by Vaughan, Vaughan will file the claim with the freight carrier. Any damages will be limited to the amounts recovered by Vaughan from the freight carrier.
16. **RETURNS:** Product(s) may not be returned for any reason without authorization by us. Please refer to the “Returned Goods Authorization Policy” for further information on returns.
17. **WARRANTY:** Vaughan Co., Inc. warrants to the original purchaser/end user all pumps and pump parts manufactured by Vaughan Co. to be free from defects in workmanship or material for a period of one (1) year from date of startup or eighteen (18) months from the date of shipment from

**PRODUCT WARRANTY, TERMS & CONDITIONS FOR SALES MADE BY VAUGHAN CO., INC.**

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Vaughan Co., whichever occurs sooner. If during said warranty period, any pump or pump parts manufactured by Vaughan Co. prove to be defective in workmanship or material under normal use and service, and if such pump or pump parts are returned to Vaughan Co.'s factory at Montesano, WA, or to a Vaughan authorized Service Facility, transportation charges prepaid, and if the pump or pump parts are found to be defective in workmanship or material, they will be replaced or repaired by Vaughan Co. free of charge. Products repaired or replaced from the Vaughan Co. factory or a Vaughan authorized Service Facility under this warranty will be returned freight prepaid. Vaughan Co. shall not be responsible for the cost of labor for pump or part removal and/or re-installation. All warranty claims must be submitted in writing to Vaughan Co. not later than thirty (30) days after warranty breach occurrence. The original warranty length shall not be extended with respect to pumps or parts repaired or replaced by Vaughan Co. under this Warranty. This Warranty is voided as to pumps or parts repaired/replaced by other than Vaughan Co. or its duly authorized representatives. Vaughan Co. shall not be liable for consequential damages of any kind and the purchaser by acceptance of delivery assumes all liability for the consequences of the use or misuse of Vaughan Co. products by the purchaser, its employees or others. Vaughan Co. will not be held responsible for travel expenses, rented equipment, outside contractor's fees, or unauthorized repair service or parts. This warranty shall not apply to any product or part of product which has been subjected to misuse, accident, negligence, operated in the dashed portion of the published pump curves, used in a manner contrary to Vaughan's printed instructions or damaged due to a defective power supply, improper electrical protection or faulty installation, maintenance, or repair. Wear caused by pumping abrasive or corrosive fluids or by cavitation is not covered under this warranty. Equipment and accessories purchased by Vaughan Co. from outside sources which are incorporated into any Vaughan pump or any pump part are warranted only to the extent of and by the original manufacturer's warranty or guarantee, if any, which warranty, if appropriate, will be assigned by Vaughan Co. to the purchaser/end user. *THIS IS VAUGHAN CO.'S SOLE WARRANTY AND IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, WHICH ARE HEREBY EXCLUDED INCLUDING IN PARTICULAR ALL WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.* Vaughan Co. neither assumes, nor authorizes any person or company to assume for it, any other obligation in connection with the sale of its equipment with the exception of a valid Vaughan "Performance Guarantee" or "Extended Warranty," if applicable. Any other enlargement or modification of this warranty by a representative or other selling agent shall not be legally binding on Vaughan Co.

18. **FORCE MAJEURE:** Vaughan shall have no liability in respect of failure to deliver or perform or delay in delivering or performing any obligations due to causes such as fire, earthquakes, flooding or other natural disasters, failure of our supplier to deliver on time, war, acts or threats of terrorism, strikes and any other circumstance outside the reasonable control of Vaughan.
19. **DAMAGES:** Vaughan is not responsible for any damages due to delays, special, indirect, consequential or punitive damages.
20. **BACK CHARGES:** You shall not charge Vaughan back charges without first receiving written approval from an authorized officer of Vaughan Co.
21. **COLLECTION CHARGES:** You shall pay all costs and expenses, including without limitation reasonable attorneys' fees and administrative charges, we incur in endeavoring to protect our rights arising out of your failure to perform your obligations to us, including without limitation any attempt to collect any amount you owe us.
22. **CONFIDENTIALITY:** Buyer shall take reasonable efforts to maintain as confidential, such items marked or identified as such by Vaughan. Such confidential information shall not include information which may have been provided to Vaughan in connection with this Agreement. All devices, designs (including drawings, plans and specifications), estimates, prices, notes, electronic data, software and other documents or information prepared or disclosed by Vaughan, and all related intellectual property rights, shall remain Vaughan's property. Vaughan grants Buyer and Owner a non-exclusive, non-transferable license to use any such material solely for Buyer's use of the work. Buyer shall not disclose any such material to third parties without Vaughan's prior written consent
23. **EAR COMPLIANCE:** If Product(s) are exported by us, we provide the following statement: "these commodities, technology or software were exported from the United States in accordance with the export Administration Regulations. Diversion contrary to U.S. law is prohibited."
24. **GOVERNING LAW:** The transactions between you and us are made in Washington State, shall be governed by the laws of Washington State, and you agree to submit exclusively to jurisdiction and venue of such state with respect to any dispute arising out of any transaction between you and us. **YOU AND WE KNOWINGLY, VOLUNTARILY AND INTENTIONALLY WAIVE THE RIGHT TO TRIAL BY JURY IN ANY ACTION OR PROCEEDING ARISING OUT OF ANY SUCH DISPUTE.**
25. **DISPUTES:** Any claim or dispute between Vaughan and Buyer, arising out of or relating to either's obligations to the other under this Contract, shall, if possible, be resolved by negotiation between Vaughan's and Buyer's designated representatives. Vaughan and Buyer each commit to seeking resolution of such matters in an amicable, professional and expeditious manner so as to avoid unnecessary losses, delays and disruptions to the Work. If a matter cannot be resolved by the parties' designated on-site representatives, the following dispute resolution procedure shall apply:
  - i. No later than thirty (30) days after the designated representatives fail to reach agreement, representatives from executive management of Seller and Contractor shall attempt to resolve the matter.
  - ii. If resolution cannot be reached by the parties' executive managers, no later than thirty (30) days after the executive managers fail to reach agreement, the parties shall submit the dispute to non-binding mediation. The parties shall select a mediator that is mutually acceptable. The location of the mediation shall be in County wherein the project is located.
  - iii. If resolution cannot be reached by the parties through mediation, within thirty (30) days after the mediation has concluded, either party may file a demand for arbitration. Such arbitration shall be administered by the American Arbitration Association ("AAA") in accordance with its Construction Industry Arbitration Rules. Judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof.
26. **NO RIGHT OF SET-OFF:** Each Accepted Order constitutes a separate and distinct contract when accepted by us and you may not withhold payment for an invoice or offset same, in whole or in part, against sums you claim are due you by us with respect to another Accepted Order, invoice or for any other cause or reason whatsoever.

**PRODUCT WARRANTY, TERMS & CONDITIONS FOR SALES MADE BY VAUGHAN CO., INC.**

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- 27. **INDEMNITY CLAUSE:** Any indemnification shall not include claims of, or damages resulting from the negligence, gross negligence, or willful, wanton or intentional misconduct of the parties indemnified hereunder. To the extent that conditions, acts, activities or conduct involve the contributory negligence or misconduct of you or other third parties, liability will be apportioned between the parties according to comparative fault.
- 28. **OUR RIGHTS ARE NOT EXCLUSIVE:** Our rights hereunder are in addition to and not in lieu of any other rights and remedies available to us at law or in equity.
- 29. **NOTICES:** All notices of claims or disputes given by either you or us with respect to any Communication, Accepted Order or these Terms & Conditions shall be in writing and sent by (a) first class mail with a copy by certified mail, return receipt requested, postage pre-paid, or (b) overnight delivery service, charges prepaid, and address as follows: (i) if intended for us, to our address to which a Communications was sent or an Accepted Order was placed, and (ii) if to you, at your address last known to us. Notice will be effective the first business day after notice is sent.
- 30. **NO OTHER TERMS ACCEPTED:** No terms or conditions, other than these Terms and Conditions, shall apply to any Accepted Order and no agreement or understanding in any way adding to or otherwise modifying these Terms and Conditions shall be binding on us unless set forth in writing and signed by an officer of Vaughan Co. Vaughan Co. is only bound to the terms of the contract/agreement/purchase order between Vaughan and Buyer. The Buyer's Prime Contract with an Owner shall not affect the contract between Vaughan and Buyer unless specifically accepted in writing by an authorized officer of Vaughan Co.
- 31. **COUNTERPARTS:** This Agreement may be executed in counterpart, and may be executed by way of facsimile, email or electronic signature, and if so, shall be considered an original.
- 32. **MISCELLANEOUS:** No waiver of any rights or remedies shall be binding on us unless set forth in a written waiver signed by us. We do not give up any of our rights or remedies if we fail or delay in seeking a remedy or if we accept a payment while there is a breach by you. Any such waiver, delay or failure by us on one occasion shall not be deemed a waiver by us of any future default by you or of any future right or remedy available to us. The Section, Paragraph and other heading in these Terms & Conditions are for convenience of reference only and shall not limit or otherwise affect the meaning of any provision contained in these Terms and Conditions. The invalidity of enforceability of any provision in these Terms and conditions shall in no way effect the validity or enforceability of any other provision.



## **APPOINTMENTS**

*Updated*  
February 25, 2020

### **APPOINTED**

### **TERM EXPIRES**

#### **HISTORIC PRESERVATION COMMISSION (Three-year term)**

*(As of 2/12/19 Changed from 5-year terms to 3-year terms)*

Marc Hammes	December 12, 2017	May 1, 2020
	<i>(to fill unexpired term of James Woodall)</i>	
Fay Brassie	December 12, 2017	May 1, 2021
	<i>(to fill unexpired term of John Lucas)</i>	
Crista Carrell	December 12, 2017	May 1, 2022
	<i>(to fill unexpired term of Eric Edkin)</i>	
Susan Brown	April 10, 2018	May 1, 2023
Mitch Alligood	April 10, 2019	May 1, 2022
	<i>(Resigned January 13, 2020)</i>	



Appointed Board Member Biography

Name: Mitch Alligood

Profession / Business: teacher, Walton Co. Schools Position: teacher, Department Chair.

Business Address: 322 W. Highland Ave Monroe, GA 30655

Phone number: 678 654 8996 Fax number: —

Email address: Malligood@walton.k12.ga.us

Home Address: 322 W. Highland Ave Monroe, GA 30655

Home Phone number: 678 654 8996 Mobile Phone number: 678 654 8996

(Please indicate address where you prefer to receive your mail)

Birthday: 10/21/1972 Birthplace: Dublin, GA

Education: BSED (UGA) ; MAT (Piedmont College) ; EdS (Piedmont College.)

Hobbies: travel, reading, gardening

Membership in Service Clubs: Historic Preservation Commission, Onstage Board of Directors

Social Clubs: LT. Joseph D. Helton Foundation

Membership / Offices Held / Other Agency Boards:

President Historic Preservation Commission

Civic Appointments: Historic Preservation Commission

Political Offices: NONE

Reason for wanting to serve on HPC Board

to continue the work I began with the HPC in an effort to enhance & protect Monroe, GA's historic places

**Debbie Kirk**

---

**From:** Debbie Adkinson  
**Sent:** Tuesday, June 30, 2020 12:39 PM  
**To:** Debbie Kirk  
**Cc:** Beverly Harrison  
**Subject:** FW: Historic Preservation Commission

Please see the interest in the HPC below.

*Debbie Adkinson*  
City of Monroe  
Code Department Assistant  
Phone: 770-207-4674  
Direct: 770-266-5160

**From:** Alligood, Mitch <malligood@walton.k12.ga.us>  
**Sent:** Tuesday, June 30, 2020 12:35 PM  
**To:** Debbie Adkinson <DAdkinson@MonroeGA.gov>  
**Subject:** Re: Historic Preservation Commission

Hi!

I'd love to return to HPC to help as much as I can. The info in my bio is current. Please feel free to submit it as is.

Thanks!  
Mitch

On Tue, Jun 30, 2020 at 12:28 PM Debbie Adkinson <[DAdkinson@monroega.gov](mailto:DAdkinson@monroega.gov)> wrote:

Good afternoon,

I was speaking with Marc Hammes this morning and he mentioned that you might be interested in being on the HPC again but not as chairman. If you are will you please let me know today. We are trying to get your old position and now Marc's position filled and will need to get it on the agenda for the council next month.

Thank you,

*Debbie Adkinson*  
City of Monroe

**STATE OF GEORGIA**  
**CITY OF MONROE**

**A RESOLUTION**

**BE IT RESOLVED** by the Mayor and City Council of the City of Monroe that John S. Howard is hereby appointed to serve as this City’s voting delegate for the annual Electric Cities of Georgia, Inc. Board of Directors’ election, with authority to cast all votes to which this city is entitled. Larry A. Bradley is appointed as alternate voting delegate.

**SO RESOLVED**, this 7<sup>th</sup> day of July 2020.

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

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

*This is to certify the above is a true and correct copy of a resolution passed by the City of Monroe Mayor and Council on the 7<sup>th</sup> day of July 2020*

\_\_\_\_\_  
Debbie Kirk, City Clerk  
(Official Seal)



**STATE OF GEORGIA**  
**CITY OF MONROE**

**A RESOLUTION**

**BE IT RESOLVED** by the Mayor and City Council of the City of Monroe that John S. Howard is hereby appointed to serve as this City’s voting delegate on the Municipal Electric Authority of Georgia’s Election Committee, with authority to cast all votes to which this city is entitled. Larry A. Bradley is appointed as alternate voting delegate.

**SO RESOLVED**, this 7<sup>h</sup> day of July 2020.

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

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

*This is to certify the above is a true and correct copy of a resolution passed by the City of Monroe Mayor and Council on the 7<sup>th</sup> day of July 2020.*

\_\_\_\_\_  
Debbie Kirk, City Clerk  
(Official Seal)



**To:** City Council  
**From:** Logan Propes, City Administrator  
**Department:** Administration  
**Date:** 07/07/2020  
**Description:** Extension of Ordinance to Temporarily Modify Certain City Personnel Policies

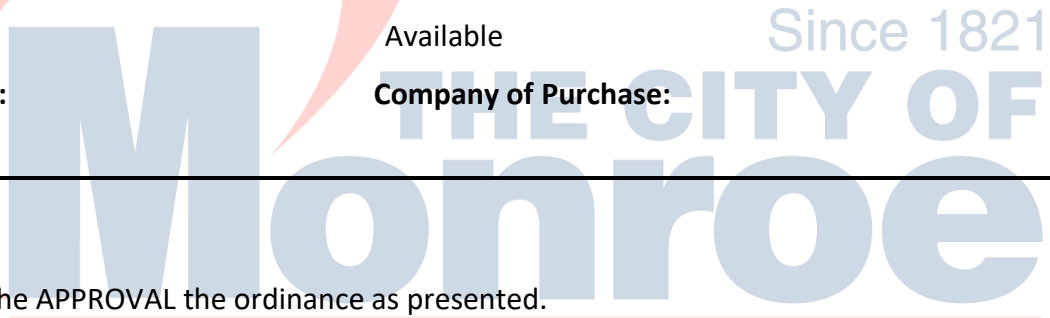
**Budget Account/Project Name:**

**Funding Source:**

**Budget Allocation:** Current Encumbered

**Budget Available:** Available

**Requested Expense:** Company of Purchase:



**Recommendation:**

Staff recommends the APPROVAL the ordinance as presented.

**Background:**

On March 26, 2020 the City Council passed several ordinances to allow for the quick reaction and adjustment to the COVID-19 pandemic. One such ordinance was to temporarily modify certain personnel policies of the city of Monroe for 90 days, allowing for the City Administrator to swiftly modify pay schedules, reduction-in-force-provisions, work schedules, etc. Due to the lingering effect of the pandemic and the continued uncertainty facing the City whether budgetarily or in workforce scheduling, it is a prudent measure to request an extension of the previous ordinance for another 90-day period.

**Attachment(s):** Ordinance to Temporarily Modify Certain Personnel Policies of the City of Monroe

AN ORDINANCE TO TEMPORARILY MODIFY CERTAIN PERSONNEL POLICIES OF  
THE CITY OF MONROE, GEORGIA

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

WHEREAS, the World Health Organization has declared the novel coronavirus known as COVID-19 to be a world health emergency and pandemic; and,

WHEREAS, the President of the United States of America declared a National Public Health Emergency on Friday March 13, 2020 regarding the same; and,

WHEREAS, the Governor of the State of Georgia declared a Public Health State of Emergency in Georgia on March 14, 2020 regarding the same, and has extended the Public Health State of Emergency since that date; and,

WHEREAS, the Mayor and City Council, as the governing body of the City of Monroe, and City staff, have been closely monitoring the constantly evolving COVID-19 national and state health emergency and pandemic (the “Pandemic”), and taking appropriate measures to ensure the general welfare, safety and health welfare of the citizens of the City of Monroe; and,

WHEREAS, pursuant to City Charter Section 2.05, the Mayor and City Council held a specially called meeting on March 26, 2020 (the “Meeting”) to address the evolving Pandemic, and to institute certain temporary personnel policy modifications; and,

WHEREAS, pursuant to City Charter Section 2.12, the Mayor and City Council declared the Pandemic to be an emergency situation permitting the personnel policy modification ordinance to be read and voted on at the Meeting, and not requiring reading at two meetings; and,

WHEREAS, the Mayor and City Council seek to continue certain temporary ordinance amendments and amendments to the Personnel and Operational Policies and Procedures as further outlined herein (the “Amendments”) effective for an additional ninety (90) days, unless sooner terminated or extended, pursuant to the same authority and provisions, in order to ensure the general welfare, health and safety of the public; and,

WHEREAS, the Mayor and City Council are permitted to vest power and authority in a City Administrator, including but not limited to, duties as coordinator and commissions of departments, and general management of City business under direction and guidance of the Mayor and City Council pursuant to City Charter Section 2.10; and,

WHEREAS, the City Administrator shall function as chief administrative officer of the City, and is responsible to the Mayor and City Council for the proper administration of all affairs of the City, including assigning job priorities and work schedules as necessary and in accordance with the policies established by the Mayor and City Council and otherwise direct day-to-day operations of the City, combining offices, positions, departments or units of the City with the approval of the Mayor and City Council, and performing such other duties as may be required by the Mayor and City Council consistent with the City Charter, Code of Ordinances, and applicable law, pursuant to City Code of Ordinances Section 2.1; and,

WHEREAS, the Mayor and City Council wish for the City Administrator as acting Personnel Administrator to redefine the City’s Reduction in Force provisions in consultation with the City Attorney, to approve updated work schedules and pay plans as needed, all in order to address the evolving City response to the Pandemic.

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

**Article I.**

The City Administrator, as acting Personnel Administrator, shall be vested with full authority to redefine the City’s Reduction in Force provisions in consultation with the City Attorney, to approve updated work schedules and pay plans as needed, and take other City personnel related actions as required in order to address the evolving City response to the Pandemic.

**Article II.**

All City of Monroe Ordinances or parts of Ordinances in conflict herewith are expressly repealed for ninety (90) days, unless sooner terminated or extended, in order to ensure the general welfare, health and safety of the public.

**Article III**

This Ordinance shall take effect immediately upon its adoption by the Mayor and Council of the City of Monroe, Georgia, and shall remain in effect for ninety (90) days, unless sooner terminated or extended, in order to ensure the general welfare, health and safety of the public.

**READ AND ADOPTED** on this \_\_\_ day of \_\_\_\_\_, 2020.

**CITY OF MONROE, GEORGIA**

**By:** \_\_\_\_\_ **(SEAL)**

**John S. Howard, Mayor**

**Attest:** \_\_\_\_\_ **(SEAL)**

**Debbie Kirk, City Clerk**



**To:** City Council  
**From:** Logan Propes, City Administrator  
**Department:** Administration  
**Date:** 07/07/2020  
**Description:** Extension of Ordinance to Temporarily Increase the Spending Authority of the City Administrator

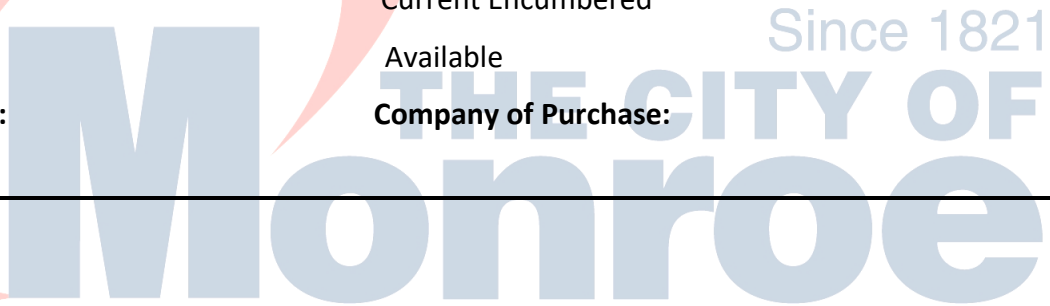
**Budget Account/Project Name:**

**Funding Source:**

**Budget Allocation:** Current Encumbered

**Budget Available:** Available

**Requested Expense:** Company of Purchase:



**Recommendation:**

Staff recommends the APPROVAL the ordinance as presented.

**Background:**

On March 26, 2020 the City Council passed several ordinances to allow for the quick reaction and adjustment to the COVID-19 pandemic. One such ordinance was to temporarily increase the spending authority of the City Administrator of the City of Monroe for 90 days, allowing for the City Administrator to swiftly approve needed purchases or spending agreements with other jurisdictions, etc. in order to meet emergency demands or orders. Due to the lingering effect of the pandemic and the continued uncertainly facing the City, it is a prudent measure to request an extension of the previous ordinance for another 90-day period.

**Attachment(s):** Ordinance to Temporarily Increase the Spending Authority of the City Administrator

AN ORDINANCE TO TEMPORARILY INCREASE THE SPENDING AUTHORITY OF THE CITY ADMINISTRATOR OF THE CITY OF MONROE, GEORGIA

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

WHEREAS, the World Health Organization has declared the novel coronavirus known as COVID-19 to be a world health emergency and pandemic; and,

WHEREAS, the President of the United States of America declared a National Public Health Emergency on Friday March 13, 2020 regarding the same; and,

WHEREAS, the Governor of the State of Georgia declared a Public Health State of Emergency in Georgia on March 14, 2020 regarding the same, and has extended the Public Health State of Emergency since that date; and,

WHEREAS, the Mayor and City Council, as the governing body of the City of Monroe, and City staff, have been closely monitoring the constantly evolving COVID-19 national and state health emergency and pandemic (the “Pandemic”), and taking appropriate measures to ensure the general welfare, safety and health welfare of the citizens of the City of Monroe; and,

WHEREAS, pursuant to City Charter Section 2.05, the Mayor and City Council held a specially called meeting on March 26, 2020 (the “Meeting”) to address the evolving Pandemic and to institute certain temporary City Administrator spending authority modifications; and,

WHEREAS, pursuant to City Charter Section 2.12, the Mayor and City Council declared the Pandemic to be an emergency situation permitting the spending authority modifications ordinance to be read and voted on at the Meeting, and not requiring reading at two meetings; and,

WHEREAS, the Mayor and City Council seek to continue certain temporary City manager spending authority ordinance amendments as further outlined herein (the “Amendments”) effective for ninety (90) days, unless sooner terminated or extended, pursuant to the same authority and provisions, in order to ensure the general welfare, health and safety of the public; and,

WHEREAS, the Mayor and City Council are permitted to vest power and authority in a City Administrator, including but not limited to, duties of purchasing agent for all departments, and coordinator and commissions of departments, and general management of City business under direction and guidance of the Mayor and City Council pursuant to City Charter Section 2.10; and,

WHEREAS, the City Administrator shall function as chief administrative officer of the City, and is responsible to the Mayor and City Council for the proper administration of all affairs of the City, including contracting for the necessary operation of city services, and performing such other duties as may be required by the Mayor and City Council consistent with the City Charter, Code of Ordinances, and applicable law, pursuant to City Code of Ordinances Section 2.1; and,

WHEREAS, the City Administrator currently has a maximum purchasing cap limit of Ten Thousand Dollars and 00/100 (\$10,000.00) pursuant to the enacted City purchasing policies; and,

WHEREAS, the Mayor and Council wish to increase the City Administrator’s maximum purchasing cap limit to One Hundred Thousand Dollars and 00/100 (\$100,000.00) to allow the City Administrator to more effectively and efficiently manage the City’s response to the ongoing Pandemic, and any emergency actions or procurements needed to combat the ongoing Pandemic;

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

**Article I.**

The City Administrator’s current maximum purchasing cap limit of Ten Thousand Dollars and 00/100 (\$10,000.00), existing pursuant to the enacted City purchasing policies, is increased to One Hundred Thousand Dollars and 00/100 (\$100,000.00) to allow the City Administrator to make necessary purchases to accommodate the City’s response to the Pandemic and ensure the general welfare, safety and health of the public. Said purchases shall be made for any necessary emergency supplies, construction or services to respond to the Pandemic. A written determination of the basis for the emergency and for the selection of the particular contractor or supplies shall be included in the contract file, and this provision shall not abrogate the City’s requirements as specified by State law. Purchases made pursuant to the City Administrator’s emergency purchasing power authority as granted herein shall be subject to ratification and approval by the Mayor.

**Article II.**

Except as otherwise specifically required by state law or by the terms of this Ordinance, all other provisions of the City Administrator purchasing authority shall remain in full force and effect.

**Article III.**

All City of Monroe Ordinances or parts of Ordinances in conflict herewith are expressly repealed for ninety (90) days, unless sooner terminated or extended, in order to ensure the general welfare, health and safety of the public.

**Article IV**

This Ordinance shall take effect immediately upon its adoption by the Mayor and Council of the City of Monroe, Georgia, and shall remain in effect for ninety (90) days, unless sooner terminated or extended, in order to ensure the general welfare, health and safety of the public.

**READ AND ADOPTED** on this \_\_\_\_ day of \_\_\_\_\_, 2020.

**CITY OF MONROE, GEORGIA**

**By:** \_\_\_\_\_ **(SEAL)**

**John S. Howard, Mayor**

**Attest:** \_\_\_\_\_ **(SEAL)**

**Debbie Kirk, City Clerk**





**To:** City Council  
**From:** Logan Propes, City Administrator  
**Department:** Natural Gas  
**Date:** 07/07/2020  
**Subject:** 1<sup>st</sup> Reading - MGAG Supply Contract Amendment & Supplemental Contract for Portfolio V Project Ordinance

**Budget Account/Project Name:** N/A

**Funding Source:** N/A

**Budget Allocation:** N/A

**Budget Available:** N/A

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

**Description:**

This request is for the adoption of the Ordinance to approve the Amendment to the Gas Supply Contract and the Supplemental Contract for the Portfolio V Project with the Municipal Gas Authority of Georgia. The contracts have already been reviewed and approved to form by the City Attorney.

**Background:**

Portfolio projects allow MGAG to go out and buy natural gas on the City's behalf and then redeliver it on a month-to-month basis. MGAG purchases natural gas in blocks of five, ten, and twenty years; then redelivers it to the Cities on a day-to-day basis and bill it on a monthly basis.

The Portfolio IV Supplemental Contract contains a time limit for MGAG to acquire long-term financed gas supplies through the issuance of municipal debt, which will expire December 31, 2020. Also, the existing Portfolio IV contract limits the maximum term for outstanding debt to 20 years. In order to acquire future gas supplies to satisfy MGAG Members' long-term needs, Portfolio V must be established, which this contract mirrors the Portfolio IV Supplemental Contract currently in place.

The Portfolio V Supplemental Contract has only two basic changes: First, it establishes that debt may be issued for new acquisitions or prepayments through December 31, 2030; and second, it provides for debt maturities not to exceed 30 years from the date of issuance, whereas Portfolio IV limits the maturity limit to 20 years. The maximum total dollar limit of outstanding debt at any given time is reduced to \$1 billion, from the \$1.5 billion limit that was the maximum in Portfolio IV. Financing gas supply is the most economical way to meet MGAG members' long-term requirements with gas supplies.

**Attachment(s):** Ordinance, First Amendment, Supplemental Contract, Memo, Frequently Asked Questions, Red-line version of Portfolio IV showing changes

AN ORDINANCE OF  
CITY OF MONROE

APPROVAL OF AMENDMENT TO GAS SUPPLY CONTRACT AND SUPPLEMENTAL CONTRACT (GAS PORTFOLIO V PROJECT) EACH BETWEEN THE GAS AUTHORITY AND CITY OF MONROE, GEORGIA (THE “CITY”), AND FOR OTHER PURPOSES

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WHEREAS, the 1987 Session of the General Assembly of the State of Georgia adopted the Municipal Gas Authority of Georgia Act (Ga. Laws 1987, p. 745 *et seq.* (*codified* at O.C.G.A. Sections 46-4-80 through 46-4-125)), as amended (the “Act”), creating the Municipal Gas Authority of Georgia (the “Gas Authority”), providing for its organization and purposes and authorizing it to contract with certain political subdivisions for the provision of an adequate and dependable wholesale supply of gas to meet the needs of the gas distribution systems of such political subdivisions; and

WHEREAS, the City has studied and reviewed its opportunity to enter into an Amendment to the Gas Supply Contract (the “Amendment”) with the Gas Authority, substantially similar to amendments entered into with other Gas Authority members, providing for the extension of the term of the Gas Supply Contract related to Gas Authority's obligation to furnish the City with its gas supply requirements and for the City's obligation to pay for such gas supplies; and

WHEREAS, the City has also studied and reviewed its opportunity to contract with the Gas Authority for additional gas supplies, and to that end, the City and the Gas Authority have caused to be prepared a certain Supplemental Contract (Gas Portfolio V Project) (the “Supplemental Contract,” and together with the Amendment, the “Contracts”); and

WHEREAS, the Gas Authority functions as a governmental joint action agency operating on a nonprofit basis solely for the benefit of its Members and effectively as an extension and instrumentality of its Members, aggregating their natural gas supply, management and transportation needs for economies of scale and leveraging their human and financial resources for efficiency, resulting in lower costs and higher benefits to the Members than if each acted individually or in smaller groups; and

WHEREAS, the Members control the Gas Authority and its policies through the Board of the Gas Authority, which is composed of Member representatives, and through the Gas Supply Contracts, and the Members intend to collectively share allocable portions of all risks and rewards of the Gas Authority’s operations pursuant to such contracts, and the Contracts will necessarily be relied upon by the other Members due, among other things, to the interrelated nature of the Gas Supply Contracts and the relationships among the Gas Authority and the Members effected thereby; and

**NOW, THEREFORE**, be it ordained by the governing body of the City in meeting duly assembled, and it is hereby ordained by authority thereof, as follows:

**Section 1.** The City hereby finds and determines that it is in its best interest to contract with the Gas Authority, and the City hereby declares its intention to so contract with the Gas Authority for the purchase of its gas supply.

**Section 2.** The City hereby approves and authorizes the execution and delivery of the Contracts in substantially the form of the drafts of the Contracts attached to this Ordinance as Exhibit "A" and Exhibit "B," respectively, and hereby incorporated herein by reference, subject to such changes, additions and deletions made in the Mayor's discretion, with advice of counsel. The Contracts will each be executed by the Mayor, attested by the Clerk, and will have the City's seal affixed thereto, and will be delivered to the Gas Authority, and when so executed and delivered, will be binding upon the City in accordance with their respective terms. Execution of the Contracts as authorized herein will be conclusive evidence of the City's approval thereof.

**Section 3.** In the adoption of this Ordinance, the City hereby recognizes that this action will be relied upon by other political subdivisions that own and operate gas distribution systems and that adopt similar ordinances or resolutions in furtherance of the organization of the Gas Authority under the Act, and that the City is also relying upon the adoption of such ordinances and resolutions by such other political subdivisions.

**Section 4.** All ordinances or resolutions or parts of ordinances or resolutions in conflict herewith are hereby repealed.

ORDAINED this \_\_\_\_ day of \_\_\_\_\_, 2020.

CITY OF MONROE, GEORGIA

By: \_\_\_\_\_  
Mayor

[SEAL]

Attest:

\_\_\_\_\_  
Clerk

**Exhibit "A"**

**[Attach Amendment to Gas Supply Contract]**

**Exhibit "B"**

**[Attach Supplemental Contract (Gas Portfolio V)]**

**CERTIFICATION**

I, the undersigned, Clerk of the City of Monroe, Georgia (the "City"), DO HEREBY CERTIFY that the foregoing pages of typewritten matter constitute a true and correct copy of the Ordinance duly adopted by the governing body of the City at a public meeting held on the \_\_\_ day of \_\_\_\_\_, 2020, duly called in compliance with the laws of the State of Georgia, at which a quorum was present and acting throughout, the original of which Ordinance has been duly recorded in the Minute Book of the City, which is in my custody and control, and that the Ordinance has not been rescinded or modified and is now in full force and effect.

GIVEN under the seal of the City this \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Clerk

[SEAL]

**FIRST AMENDMENT TO GAS SUPPLY CONTRACT**  
**Between**  
**Municipal Gas Authority of Georgia**  
**and**  
**City of Monroe**

This **FIRST AMENDMENT TO CONTRACT**, made and entered into as of January 1, 2021, by and between **Municipal Gas Authority of Georgia**, a public body corporate and politic, a public corporation and an instrumentality of the State of Georgia (the “Gas Authority”), created by and existing under the provisions of Ga. Laws 1987, p. 745 *et seq.*, codified at O.C.G.A. Sections 46-4-80 through 46-4-125, as amended (the “Act”), and the **City of Monroe**, a municipal corporation of the State of Georgia (the “Member”),

**WITNESSETH**  
**THAT:**

WHEREAS, the Member owns and operates a gas distribution system as contemplated by Section 46-4-100 of the Act and has determined to contract with the Gas Authority pursuant to the Act; and

WHEREAS, the Gas Authority and the Member have heretofore entered into a Gas Supply Contract, as amended and restated on August 1, 2016 (the “Gas Supply Contract”), providing for a term ending December 31, 2050, subject to certain rights of the Member to elect Resigning Member Status (defined in the Gas Supply Contract) as defined in the Gas Supply Contract; and

WHEREAS, the Gas Authority has also entered into contracts in substantially the form of the Gas Supply Contract (each, a “Gas Supply Contract,” and collectively, the “Gas Supply Contracts”) with other municipalities that own and operate gas distributions systems (each, a “Member,” and collectively, the “Members”); and

WHEREAS, the Gas Authority and the Members are contemplating the acquisition of long-term gas supplies or contract rights that may have contract terms expiring after the current expiration date of the Gas Supply Contracts; and

WHEREAS, the Gas Authority and the Member have determined that it is in the best interest of the Gas Authority and its Members to provide for the extension of the term of the Gas Supply Contract for an additional ten years; and

WHEREAS, Section 806 of the Gas Supply Contract provides that, subject to the terms of any debt instrument relating to Authorized Debt (defined in the Gas Supply Contract), the Gas Supply Contract may be amended by instrument in writing executed with the same formality as the Gas Supply Contract; and

WHEREAS, pursuant to Section 705 of the Gas Supply Contract, the Member has acknowledged and agreed that the Gas Authority may assign and pledge to any person to whom

amounts are owing under Authorized Debt its right, title and interests in and to all or any portion of the payments to be made to the Gas Authority under the provisions of the Gas Supply Contract and any Supplemental Contracts; and

WHEREAS, the Member has acknowledged pursuant to Section 405 of the Supplemental Contracts it has entered into pursuant to the terms of the Gas Supply Contract that all payments to be made by the Member pursuant to the provisions of such Article IV shall be pledged to secure the payment of the Gas Authority's Bonds; and

WHEREAS, the Gas Revenue Bond Resolutions (collectively the "Resolutions") permits the extension of the term of the Gas Supply Contract; and

WHEREAS, the Gas Authority and the Member have caused to be prepared this First Amendment to Gas Supply Contract (the "First Amendment") to provide for the extension of the term of each of the Gas Supply Contracts with the Members;

**NOW, THEREFORE:** For and in consideration of the premises and mutual covenants and agreements herein contained, the parties hereby agree as follows:

**Section 1.** Term. Section 101 of the Gas Supply Contract is hereby amended to extend the term stated therein for an additional ten years beyond the original December 31, 2050 to December 31, 2060, and to extend the right of the Member to elect Resigning Member Status as provided in Section 101 of the Gas Supply Contract on each successive fifth anniversary after December 31, 2020 through December 31, 2055.

**Section 2.** This First Amendment shall be read and taken together with the Gas Supply Contract as one and the same instrument. The Gas Supply Contract, as amended by this First Amendment, is hereby ratified and affirmed in all respects.

**Municipal Gas Authority of Georgia**

APPROVED AS TO FORM:

BY: \_\_\_\_\_  
Chairman

\_\_\_\_\_  
General Counsel

ATTEST: \_\_\_\_\_  
Asst. Secretary-Treasurer

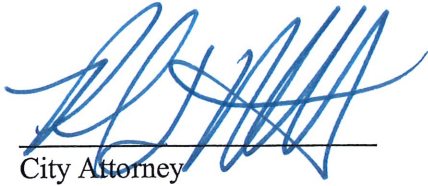
(SEAL)

**[SIGNATURES CONTINUED ON NEXT PAGE]**



**City of Monroe**

APPROVED AS TO FORM:



City Attorney

Paul Rose

BY: \_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
Clerk

(SEAL)

**SUPPLEMENTAL CONTRACT**

**Between**

**MUNICIPAL GAS AUTHORITY OF GEORGIA**

**and**

**CITY OF MONROE, GEORGIA**

**(GAS PORTFOLIO V PROJECT)**

This Contract, made and entered into as of January 1, 2021, by and between the **MUNICIPAL GAS AUTHORITY OF GEORGIA**, a public body corporate and politic, a public corporation and an instrumentality of the State of Georgia, (the “Gas Authority”), created and existing pursuant to the provisions of Ga. Laws 1987, p. 745 *et seq.*, *codified* at O.C.G.A. Section 46-4-80 through 46-4-125, as amended (the “Act”), and the **CITY OF MONROE, GEORGIA**, a political subdivision of the State of Georgia, hereinafter sometimes designated as the Member,

**WITNESSETH**

**THAT:**

WHEREAS, the Member owns and operates a gas distribution system as contemplated by O.C.G.A. Section 46-4-100 and has determined to contract with the Gas Authority pursuant to the Act and Article IX, Section III, Paragraph I of the Constitution of the State of Georgia (the “Intergovernmental Contracts Clause”); and

WHEREAS, the Gas Authority and the Member have entered into that certain Gas Supply Contract (the “Gas Supply Contract”), pursuant to which the Gas Authority has agreed to provide gas supplies to the Member for resale to its citizens, inhabitants and customers through its gas distribution system; and

WHEREAS, the Gas Authority has also entered into contracts in substantially the form of the Gas Supply Contract (each, a “Gas Supply Contract” and collectively, the “Gas Supply Contracts”) with other political subdivisions and systems that own and operate gas distribution systems (each, a “Member” and collectively, the “Members”); and

WHEREAS, the Gas Authority and the Member have agreed to enter into this Supplemental Contract to provide for, among other things, (i) the approval of a Project as contemplated by the Gas Supply Contract and as more particularly described herein; and (ii) the issuance of Bonds to fund Project Costs, as more particularly described herein; and

WHEREAS, in order to enable the Gas Authority to issue its Bonds and to pay the costs of the Project, it is necessary for the Gas Authority to have binding contracts with the Members in accordance with the provisions of the Act and the Gas Supply Contracts; and

WHEREAS, the payments required to be made under Article IV of this Contract, and all other payments attributable to the Project or the Annual Project Costs, as hereinafter defined, to be made in accordance with or pursuant to any other provision of this Contract, will be pledged as security for the payment of Bonds;

**NOW, THEREFORE:**

FOR AND IN CONSIDERATION of the premises and the mutual covenants and agreements herein contained, the parties hereby agree as follows:

**ARTICLE I**

**TERM AND DEFINITIONS**

**Section 101. Term.**

This Contract is dated as of the first date set forth above, its effective date, and will terminate at the close of business on the date of the final maturity and payment or the defeasance of all outstanding Bonds or any refunding Bonds issued with respect thereto. Following the termination of this Contract, any remaining Project assets will be accounted for by the Gas Authority to reflect the benefit thereof to the Members participating in the Project.

**Section 102. Definitions.**

(a) Those words which are defined in O.C.G.A. Section 46-4-81 will have the same meaning when used herein as defined in said Code Section.

(b) Those capitalized terms used herein which are not defined will have the meaning ascribed thereto in the Gas Supply Contract.

(b) As used herein, the term:

(1) “Annual Project Costs” means the Project Costs applicable to a Gas Supply Year.

(2) “Bond Resolution” means the Gas Portfolio V Project Revenue Bond Resolution to be adopted by the Gas Authority for the benefit of the owners of the Bonds, which provides for the issuance of such Bonds, a copy of which Bond Resolution in substantially the form to be adopted by the Gas Authority is on file in the records of the Gas Authority, and any resolution for the issuance of refunding bonds for the Bonds, as amended or supplemented from time to time.

(3) “Bonds” means the Bonds or other debt instruments issued by the Gas Authority pursuant to the provisions of the Bond Resolution to finance or refinance the Project Costs, whether or not any issue of such Bonds will be subordinated as to payment to any other issue of such Bonds, and will include refunding Bonds issued pursuant to the provisions of Section 302 hereof, together with any payment obligations under any gas production sharing or other agreements providing for the acquisition, ownership, operation, hedging and financing of natural gas reserves or interests therein, either by the Gas Authority alone or jointly with other governmental entities.

(4) “Contract” refers to this Supplemental Contract.

(5) “Debt Service” means Debt Service on the Bonds.

(6) “Gas Supply Year” means the annual period as established by the Gas Authority from time to time, initially commencing each January 1.

(7) “Indemnity Share” means the amount determined in accordance with 402 hereof and set forth in the Schedule of Indemnity Shares attached hereto and hereby incorporated herein by this reference.

(8) “Indemnity Share Member” means each of the Georgia and non-Georgia political subdivisions or systems executing similar Contracts with the Gas Authority with respect to the Project contemplated by the Bond Resolution, other than Obligation Share Members, and set forth in the Schedule of Indemnity Shares attached hereto.

(9) “Member” or “Members” means the political subdivision or system that is a party to this Contract, or collectively, all of the Georgia political subdivisions or systems described in Section 46-4-100 of the Act executing similar Contracts as Obligation Share Members or Indemnity Share Members, and all non-Georgia political subdivisions or systems executing similar Contracts as Indemnity Share Members.

(10) “MCF” means thousand cubic feet.

(11) “Obligation Share Member” means each of the Georgia political subdivisions shown in the Schedule of Obligation Shares attached hereto and hereby incorporated herein by this reference.

(12) “Obligation Share” means, with respect to an Obligation Share Member, that percentage set forth in the Schedule of Obligation Shares attached hereto.

(13) “Project” means the development of a portfolio of Project Gas Supplies through the acquisition, construction or development of any plant, works, system, facility, and real and personal property of any nature whatsoever, together with all parts thereof and appurtenances thereto, and any contract rights relating to the storage, acquisition, exploration, production, distribution, enrichment, transmission, purchase, sale, exchange, or interchange of gas or associated liquids and relating to the acquisition, extraction, conversion, transportation, storage, or processing of fuel of any kind for any such purposes, or any interest in, or the right to the use, services, enrichment, output, or capacity of any such plant, works, system, or facility. “Project” as used in this paragraph, is intended to include contracts and contract rights as well as tangible property, and including further any (i) major renewals, replacements, repairs, additions, betterments and improvements necessary to keep such project in good operating condition; (ii) any major additions, improvements, repairs and modifications thereto; (iii) any disposal of a Project required by any governmental agency having jurisdiction over the Project; (iv) costs of engineering, architectural, legal and financial services, costs of plans and specifications and all expenses necessary or incidental to determining the feasibility or practicability of the Project and to obtain all licenses, permits and approvals necessary in connection with the furtherance thereof, and related expenses; (v) all costs of operating, servicing, and maintaining the Project, including insurance premiums, administrative and overhead costs, costs of interest rate or commodity hedging and any other charges payable by the Gas Authority reasonably allocable by the Gas Authority to the operation, servicing and maintenance of the Project; and (vi) reasonable working capital determined to be necessary by the Gas Authority to place the Project in operation and to operate the Project during the life of the Project.

## ARTICLE II

### CERTAIN OBLIGATIONS OF THE GAS AUTHORITY AND THE MEMBER

#### **Section 201. Authority Gas Supplies.**

The Gas Authority will use the proceeds of the Bonds for the costs of acquiring the Project as more particularly described in the definition of the "Project." The Gas Authority will use the natural gas provided by the Project to fulfill, in whole or in part, its obligation under Section 201 of the Gas Supply Contract to supply Authority Gas Supplies to the Member, and to the extent that such Authority Gas Supplies are not required by the Member, to sell such Authority Gas Supplies to others. The Gas Authority and the Member hereby agree that for purposes of the Gas Supply Contract and this Supplemental Contract, natural gas acquired as a part of the Project and financed from the proceeds of Bonds issued pursuant to the authorization contained in Article III of this Supplemental Contract will be deemed to have passed through the meter at the Member's City gate prior to other Authority Gas Supplies.

#### **Section 202. Reports.**

The Gas Authority will prepare and issue to the Member, for each Gas Supply Year, reports disclosing the financial status of the Project. The Member will provide to the Gas Authority, in such form as will be reasonably requested by the Gas Authority, any and all documents, releases, financial statements and other information necessary to enable the Gas Authority to comply with any disclosure or other reporting requirement, including but not limited to Rule 15c2-12 of the Securities and Exchange Commission, now or hereafter imposed by the United States of America, the State of Georgia, or any political subdivision or agency of either having jurisdiction over the Member, the Gas Authority or the issuance and sale of the Gas Authority's bonds or other debt obligations, by law, judicial decision, regulation, rule or policy. Such information will be provided by the Member from time to time as requested by the Gas Authority, but in any case, no less frequently than will enable the Gas Authority to comply with any such law, judicial decision, regulation, rule or policy.

#### **Section 203. Records and Accounts.**

The Gas Authority will keep accurate records and accounts relating to administration of the Project, including all payments with respect to the Bonds. Said accounts will be included in the Gas Authority's financial statements, which will be subject to an annual audit by a firm of independent certified public accountants experienced in gas utility accounting and of national reputation to be submitted to the Gas Authority within one hundred fifty days after the close of each Gas Supply Year.

**Section 204. Rate Covenant**

The Member will establish, maintain and collect rates and charges for the gas service of its gas system so as to provide revenues sufficient, together with available gas system reserves, to enable the Member to pay to the Gas Authority all amounts payable under the Gas Supply Contract and any Supplemental Contract, including this Contract, and to pay all other amounts payable from and all lawful charges against or liens on the revenues of the Member's gas system.

**ARTICLE III**

**ISSUANCE OF BONDS**

**Section 301. Issuance of Bonds.**

Pursuant to the authority hereof, the Gas Authority is authorized to issue, in series as may be determined by the Gas Authority, Bonds pursuant to the Bond Resolution for the purpose of financing Project Costs. The Bonds may be issued in series through the close of business on December 31, 2030, with a maximum principal amount outstanding at any one time of \$831,500,000; provided however, that such limitation will not apply to any price or interest rate hedges or swap agreements entered into in connection with projects financed by any such Bonds, and such maximum principal amount will be increased from time to time *pro tanto* as Bonds issued pursuant to the Supplemental Contract (Gas Portfolio IV Project), between the Gas Authority and the Member, as amended, are retired, up to a maximum aggregate principal amount of \$1,000,000,000 outstanding at any one time hereunder. Each series of Bonds will have a final maturity of no more than 30 years from the date of issuance of each such series of Bonds.

**Section 302. Refunding Bonds.**

The Gas Authority may issue and sell refunding Bonds for Bonds previously issued with a final maturity not exceeding the final maturity of the Bonds being refunded, which refunding Bonds may be issued in an amount sufficient to refund any Bonds together with other associated costs, including, but not limited to the principal amount thereof, interest accrued or to accrue thereon, redemption premium thereof, if any, and costs of issuance including any costs of terminating any derivative products associated therewith, but will not be counted against the amount limitation set forth in Section 301 hereof. Any such refunding Bonds issued in accordance with the provisions of this Section may rank *pari passu* as to the security afforded by the provisions of this Contract with all Bonds theretofore issued pursuant to and secured in accordance with the provisions of this Contract.

## ARTICLE IV

### INDEMNITY SHARES

#### **Section 401. Obligation Shares.**

Each of the Members initially participating in the Project have been assigned an Obligation Share as set forth in the Schedule of Obligation Shares attached hereto pursuant to Supplemental Contracts with such Members identical to this contract except for the identification of the parties and the signature pages. In the event that at any time and from time to time all Project Costs payable by the Gas Authority are in excess of the revenues of the Gas Authority available for the purpose of paying the same and pursuant to Section 503 of the Gas Supply Contract and any applicable rate stabilization or reserve funds, then the Member will be obligated to pay immediately upon demand by the Gas Authority or the Trustee under the Bond Resolution its Obligation Share of such excess.

#### **Section 402. Subsequent Members.**

Should any Member subsequently be admitted by the Gas Authority that has not been assigned an Obligation Share in the Schedule of Obligation Shares, then such Member will be assigned by the Gas Authority an "Indemnity Share" based upon the ratio of that new Member's average annual purchases of gas, based on the 24-month period ended with the last month for which information is available (the "Average Gas Purchases") to the total of all Obligation Share Members' Average Gas Purchases at the effective date of this Contract. Upon the admission of such new Member, the Schedule of Indemnity Shares will be recalculated and provided to each Member and the Gas Authority for attachment to this Supplemental Contract in lieu of the preceding Schedule of Indemnity Shares attached to this Supplemental Contract immediately preceding the admission of such Member. In the event that Obligation Share Members should be required to pay amounts based upon their Obligation Shares as set forth in Section 401 above, then each such new Member would be required to indemnify and hold each such Obligation Share Member harmless for a portion of the amount required to be paid by the Obligation Share Member equal to that new Member's Indemnity Share of the amount required to be paid by that Obligation Share Member.

#### **Section 403. Payment Obligations.**

The Member hereby agrees to pay its Obligation Share of Project Costs as set forth in the Schedule of Obligation Shares. The obligation of the Member to pay promptly its obligation under Section 401 or 402 hereof is for the benefit of, among others, the owners of the Bonds and will be absolute and unconditional and will not be subject to any defense or any right of setoff, counterclaim or recoupment arising out of any breach by the Gas Authority of any obligation to any Member or the breach by any



Member of any obligation to the Gas Authority or to any other Member, whether hereunder, under the Gas Supply Contract or otherwise or any overpayment or underpayment by reason of a miscalculation of the amount owed by any Member to the Gas Authority or otherwise. Until such time as the principal of, redemption premium (if any) and interest on the Bonds will have been fully paid or provision for the payment thereof will have been made, the Member will not suspend or discontinue any payments provided for herein for any cause, including, without limiting the generality of the foregoing, failure of the Gas Authority to complete any Project, the occurrence of any acts or circumstances that may constitute failure of consideration, eviction or constructive eviction, destruction of or damage to any Project or any of the Gas Authority's facilities, the taking by eminent domain of title to or temporary use of all or any portion of any Project or of any of the Gas Authority's facilities, commercial frustration of purpose, any change in the tax or other laws of the United States of America or the State of Georgia or of any political subdivision of either thereof or any failure of any party to perform and observe any agreement, whether express or implied, or any duty, liability or obligation arising out of or in connection with this Contract, the Gas Supply Contract or otherwise.

**Section 404. Sources of Member's Payments.**

The obligations of the Member to make the payments to the Gas Authority under this Contract will constitute general obligations of the Member for the payment of which the full faith and credit of the Member will be and the same hereby is pledged to provide the funds required to fulfill all obligations arising under this Contract. Unless such payments or provision for such payments will have been made from the revenues of the Gas Supply System of the Member or from other funds thereof, the Member will annually in each and every fiscal year during the term of this Contract include in its general revenue or appropriation measure, whether or not any other items are included, sums sufficient to satisfy the payments required to be made in each year by this Contract until all payments required under this Contract have been paid in full. In the event for any reason any such provision or appropriation is not made for a fiscal year of a Member, then the chief fiscal officer of the Member will, in accordance with the provisions of the Act in effect as of the date of this agreement, set up as an appropriation on the accounts of the Member in each fiscal year the amounts required to pay the obligations called for under this Contract. The amount of the appropriation in such fiscal year to meet the obligations of this Contract will be due and payable and will be expended for the purpose of paying and meeting the obligations provided under the terms and conditions of this Contract, and such appropriation will have the same legal status as if the Member had included the amount of the appropriation in its general revenue or appropriation measure.

**Section 405. Pledge of Payments.**

All payments required to be made by the Member pursuant to the provisions of this Article IV will be pledged to secure the payment of the Gas Authority's Bonds.

**Section 406. Levy of Tax for Payment.**

The Member will provide for the assessment and collection of an annual tax sufficient in amount to provide funds annually, to the extent necessary due to deficiencies in its gas supply revenues, to make all payments due under the provisions of this Contract in each year over the remainder of the term of this Contract and the Gas Authority will have the right to bring any suit, action or proceeding in law or in equity, including mandamus and action for specific performance, to enforce the assessment and collection of a continuing direct annual tax upon all the taxable property within the boundaries of such Member sufficient in amount to provide such funds annually in each year of the remainder of the term of this Contract.

**ARTICLE V**

**EXCESS BOND PROCEEDS**

**Section 501. Excess Bond Proceeds.**

In the event the proceeds derived from the sale of any Bonds issued pursuant to the provisions of this Contract, the payment of which is secured by assignment of payments made pursuant to the provisions of this Contract and of any other Supplemental Contracts between the Gas Authority and the Members relating to the Project and to the issuance of Bonds therefor, exceed the aggregate amount required for the purposes of the Project, the amount of such excess will be used to make up any deficiency then existing in any fund or account under the Bond Resolution in the manner therein provided, and any balance will be used to retire, by purchase or call and redemption, Bonds in advance of maturity, and in such event the Gas Authority will reduce such elements of Annual Project Costs as are necessary and appropriate to reflect such accelerated retirement.

**ARTICLE VI**

**DEFAULT**

**Section 601. Event of Default.**

Failure of the Member to make to the Gas Authority any of the payments for which provision is made in this Contract or the Gas Supply Contract as and when the same are due and payable will constitute a default on the part of the Member.

**Section 602. Continuing Obligation, Right to Discontinue Service.**

In the event of any such default, the Member will not be relieved of its liability for payment of the amounts in default, and the Gas Authority will have the right to recover from the Member any amount in default. In enforcement of any such right of recovery, the Gas Authority may bring any suit, action, or proceeding in law or in equity, including mandamus and action for specific performance, as may be necessary or appropriate to enforce any covenant, agreement or obligation to make any payment for which provision is made in this Contract against the Member.

**Section 603. Other Default by Member.**

In the event of a failure of the Member to establish, maintain, or collect rates or charges adequate to provide revenue sufficient to enable the Member to pay all amounts due to the Gas Authority under this Contract and the Gas Supply Contract, or in the event of any default by the Member under any other covenant, agreement or obligation of this Contract or the Gas Supply Contract, the Gas Authority may enforce such covenant, agreement or obligation of this Contract or the Gas Supply Contract in accordance with the escalating dispute resolution process provided for in the Gas Supply Contract.

**Section 604. Default by Gas Authority.**

In the event of any default by the Gas Authority under any covenant, agreement or obligation of this Contract, the Member may enforce such covenant, agreement or obligation of this Contract or the Gas Supply Contract in accordance with the escalating dispute resolution process provided for in the Gas Supply Contract.

**Section 605. Abandonment of Remedy.**

In case any proceeding taken on account of any default will have been discontinued or abandoned for any reason, the parties to such proceedings will be restored to their former positions and rights hereunder, respectively, and all rights, remedies, powers, and duties of the Gas Authority and the Member will continue as though no such proceedings had been taken.

**ARTICLE VII**

**MISCELLANEOUS GENERAL PROVISIONS**

**Section 701. Character and Continuity of Service.**

The Gas Authority will not be required to provide, or be liable for failure to provide, service under this Contract when such failure or the cessation or curtailment of or interference with the service is caused by force majeure or the default or failure to

perform of any third party. No failure on the part of the Gas Authority will be grounds for the termination or suspension of the payments due from the Member hereunder.

**Section 702. Other Terms and Conditions.**

Service hereunder will be in accordance with such other terms and conditions as are established as part of the Gas Authority's service rules and regulations, which will not be inconsistent with the provisions of this Contract.

**Section 703. Termination or Amendment of Contract.**

Subject to the terms of the Bond Resolution, this Contract may be amended by instrument in writing executed with the same formality as this Contract; provided, however, if any such amendment is to be made to less than all of the Contracts of the Members pertaining to the Project, at least thirty (30) days advance notice will be given by the Gas Authority to all Members of the Gas Authority transmitting a copy of such amendment. No amendment will be made which is adverse to the interest of the owners of the Bonds.

**Section 704. No Assignment or Transfer.**

Except as provided in Section 705 of the Gas Supply Contract, neither party to this Contract will be entitled or empowered to assign or transfer this Contract or any interest therein, unless such assignment is required by act of the General Assembly.

**ARTICLE VIII**

**SEVERABILITY**

In case any one or more of the provisions of this Contract will for any reason be held to be illegal or invalid by a court of competent jurisdiction, it is the intention of each of the parties hereto that such illegality or invalidity will not affect any other provision hereof, but this Contract will be construed and enforced as if such illegal or invalid provision had not been contained herein, and this Contract will be construed to adopt, but not to enlarge upon, all the applicable provisions of said Act, and all the applicable provisions of the Constitution and general laws of Georgia, and, if any provisions hereof conflict with any applicable provision of said Constitution or laws, the former as proposed by the General Assembly, ratified by the people and interpreted by the courts of this state, and the latter as adopted by the General Assembly and as interpreted by the courts of this state will prevail in lieu of any provision hereof in conflict or not in harmony therewith.

**[SIGNATURES BEGIN ON NEXT PAGE]**

IN WITNESS WHEREOF, the Municipal Gas Authority of Georgia has caused this Contract to be executed in its corporate name by its duly authorized officers and has caused its corporate seal to be hereunto impressed and attested; the Member has caused this Contract to be executed in its corporate name by its duly authorized officers and its corporate seal to be hereunto impressed and attested, and delivery hereof by the Authority to the Member is hereby acknowledged, all as of the day and year first above written.

**Municipal Gas Authority of Georgia**

Approved As To Form:

By: \_\_\_\_\_  
Chairman

\_\_\_\_\_  
General Counsel

Attest: \_\_\_\_\_  
Asst. Secretary-Treasurer

(Seal)

**[Signatures Continued On Next Page]**

**City of Monroe, Georgia**

Approved As To Form:



CITY ATTORNEY

*Paul Ribonima*

(Seal)

By: \_\_\_\_\_  
MAYOR

Attest: \_\_\_\_\_  
CLERK

**Municipal Gas Authority of Georgia**

**SCHEDULE OF OBLIGATION SHARE PERCENTAGES FOR  
MEMBERS PARTICIPATING IN GAS PORTFOLIO V PROJECT**

**[OBLIGATION SHARES TO BE ASSIGNED ON THE BASIS  
OF A RATIO CALCULATED ON THE BASIS OF  
EACH MEMBER'S ANNUAL PURCHASES]**

Obligation Share Members	Obligation Share	Indemnity Share
Adairsville	2.1765%	2.0202%
Adel	0.4268%	0.3962%
Albany	5.2496%	4.8729%
Americus	0.6009%	0.5578%
Andersonville	0.0039%	0.0036%
Ashburn	0.1325%	0.1230%
Bainbridge	0.5902%	0.5478%
Blakely	0.3881%	0.3603%
Bowman	0.0253%	0.0235%
Buford	7.9261%	7.3572%
Byron	0.3508%	0.3257%
Cairo	0.2597%	0.2411%
Camilla	1.5852%	1.4714%
Claxton	0.6678%	0.6199%
Cochran	0.8944%	0.8302%
Colquitt	0.0744%	0.0691%
Commerce	1.3407%	1.2445%
Covington	5.4239%	5.0346%
Dawson	0.7442%	0.6908%
Decatur County	0.1691%	0.1570%
Doerun	0.1000%	0.0928%
Donalsonville	0.1006%	0.0934%
Douglas	2.1188%	1.9667%
Dublin	4.6093%	4.2784%
Eatonton	0.3168%	0.2941%
Edison	0.0882%	0.0819%
Elberton	0.9973%	0.9257%
Fitzgerald	2.0206%	1.8755%
Fort Valley	1.5200%	1.4109%
Grantville	0.0751%	0.0698%
Greensboro	1.9192%	1.7815%
Hartwell	1.1710%	1.0870%
Hawkinsville	2.0803%	1.9310%
Hogansville	0.2914%	0.2705%
LaFayette	0.6074%	0.5638%
Lawrenceville	9.5823%	8.8945%
Louisville	0.2542%	0.2360%
Lumpkin	0.0611%	0.0567%
Madison	0.9293%	0.8626%
Millen	0.3215%	0.2985%
Monroe	0.7704%	0.7151%
Monticello	0.1931%	0.1793%
Moultrie	0.7868%	0.7303%
Nashville	0.4219%	0.3916%
Pelham	0.0569%	0.0528%
Perry	1.7383%	1.6136%
Quitman	0.3228%	0.2996%


Obligation Share Members	Obligation Share	Indemnity Share
Royston	0.6167%	0.5724%
Social Circle	1.5774%	1.4641%
Sparta	0.1862%	0.1729%
Statesboro	1.4216%	1.3196%
Sugar Hill	1.9287%	1.7903%
Summerville	1.8870%	1.7515%
Sylvania	2.2444%	2.0833%
Sylvester	0.2764%	0.2566%
Thomasville	1.1134%	1.0335%
Thomson	3.4910%	3.2404%
Tifton	1.2585%	1.1682%
Toccoa	3.4520%	3.2043%
Trion	4.1046%	3.8100%
Union Point	0.1010%	0.0938%
Vienna	0.5645%	0.5239%
Warner Robins	9.7311%	9.0327%
Waynesboro	0.3213%	0.2982%
West Point	0.3420%	0.3175%
Winder	2.8975%	2.6895%
<b>Total</b>	<b>100%</b>	<b>93%</b>

GA Indemnity Only Members		
<b>Non-Georgia Members</b>		
Alexander City, Alabama	N/A	0.6903%
Chambersburg, Pennsylvania	N/A	2.7418%
East Central Alabama Gas District	N/A	0.8903%
Havanna, Florida	N/A	0.0500%
Jasper, Florida	N/A	0.1133%
Lanett, Alabama	N/A	0.1737%
Lawrenceburg, Tennessee	N/A	1.6005%
Maplesville, Alabama	N/A	0.0581%
Quincy, Florida	N/A	0.3226%
Roanoke, Alabama	N/A	0.3657%
Rockford, Alabama	N/A	0.0097%
Wadley, Alabama	N/A	0.0687%
Wedowee, Alabama	N/A	0.0925%
<b>Total Indemnity Shares</b>		<b>100%</b>





## Memorandum

Date: May 21, 2020  
To: Member Main Contacts  
Cc: Member Secondary Contacts, Board of Directors, General Counsel, Staff  
From: Arthur C. Corbin   
Re: Launching Gas Supply Portfolio V – **ACTION REQUESTED**

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It may be hard to believe, but it is already time to begin writing the fifth chapter of our successful Gas Supply Portfolio Program. We will reach the end of the acquisition and bond issuance period for the Portfolio IV Supplemental Contract later this year. The new Portfolio V Supplemental Contract will follow the same form as Portfolio IV, which should help the approval process at the local level run smoothly. Basically, Portfolio V will be a continuation of the same successful program the Gas Authority initiated back in 1991. Obviously, we have learned much over the past 29 years since the inception of the Gas Supply Portfolio Program, and we have been innovating all along the way. Portfolio V will be no different, delivering the solid results our Members have come to expect and enjoy. In addition, it is necessary to amend the underlying Gas Supply Contract, extending it by 10 years to synchronize the end dates of both agreements.

The purpose of this memorandum is to deliver the Portfolio V Supplemental Contract and the Amendment to the Gas Supply Contract for your review, and to request your assistance in getting it executed as expeditiously as possible. Because this contract mirrors the Portfolio IV Supplemental Contract currently in place, it should streamline the review process for you and your attorney. For your convenience in comparing Portfolio IV and V, a red-line version of the Portfolio IV contract, which incorporates the changes of Portfolio V, is enclosed.

In addition to three originals of both the Portfolio V Supplemental Contract and the Amendment to the Gas Supply Contract, I have enclosed a discussion of "Frequently Asked Questions" (FAQ) and a form resolution for adoption by your local governing body.

**Important Instructions: I have placed one original contract and amendment in a red folder to be given promptly to your attorney (the red-line version of Portfolio IV is also enclosed in this folder). The yellow folder contains the remaining two originals of each document. Once your attorney has reviewed the contract and amendment, and returned them to you, please provide all three originals of each document to the Mayor or Chairman listed on the contract and amendment for execution. Please return all three originals of each document to Mr. Peter Floyd with Alston & Bird. For your convenience, we have placed a return envelope addressed to Mr. Floyd in this packet. A fully executed copy of each document will be returned to you once all Members have acted.**

If you have any questions, please feel free to contact me, Chris Strippelhoff, Rodney Dill, Scott Tolleson, or your Business Analyst.

Attachments

**MUNICIPAL GAS AUTHORITY OF GEORGIA**

**GAS SUPPLY PORTFOLIO V**

May 21, 2020

**Frequently Asked Questions**

**1. Why do we need to enter into a new Supplemental Contract? Can't the Gas Authority continue to make the necessary supply purchases under our existing contract?**

The Portfolio IV Supplemental Contract currently in place contains a time limit for the Gas Authority to acquire long-term financed gas supplies through the issuance of municipal debt. The time limit for acquisitions under Portfolio IV will expire on December 31, 2020. The existing contract also limits the maximum term for outstanding debt to 20 years. To acquire future gas supplies to satisfy our Members' long-term needs, we must establish Portfolio V by the end of 2020.

**2. How does the new Supplemental Contract differ from the one we have today?**

The Portfolio V Supplemental Contract has only two basic changes from the current contract. First, the new contract establishes that debt may be issued for new acquisitions or prepayments through December 31, 2030. Second, it provides for debt maturities not to exceed 30 years from the date of issuance. Portfolio IV currently limits the maturity horizon to 20 years. The maximum total dollar limit of \$1.5 billion of outstanding debt at any given time during the term in Portfolio IV is reduced to \$1 billion in Portfolio V.

**3. Are there any changes in the way my Obligation or Indemnity Share is calculated?**

There is no change in the methodology. The calculation continues to be a percentage of each Member's annual purchases. Portfolio IV is based on each Member's annual purchases for the year ended December 31, 2013. Portfolio V will be based on each Member's annual purchases for the year ended December 31, 2019.

**4. Why are you extending the possible term of the gas supply acquisitions from 20 years to 30 years?**

The market for prepayment transactions has ebbed and flowed since the inception of Portfolio IV, varying with the dynamic market conditions. Prepay suppliers are more aggressive and interested in negotiating longer term deals, even with the advent of inter-term repricing provisions. Because of the discounting involved in prepayment and other acquisition

calculations, it is to our Members' benefit to consider longer term contracts when they become available. The extension of the authorized term will allow us that flexibility.

**5. Why should we enter into the Portfolio V Supplemental Contract?**

Financing gas supply, as we have since 1991, is clearly the most economical way to meet our Members' long-term requirements with firm gas supplies. The nearly 30 years of solid economic results from the Portfolio Projects demonstrate this fact. The Portfolio Projects have not only yielded costs below the market price for comparable long-term firm supplies but have produced costs below the 30-day spot market price. Portfolio V is intended to perpetuate this important benefit for our Members.

**6. How do financed gas supplies authorized by Portfolio V save my gas system money?**

Financed gas supplies save our Members money by taking advantage of several opportunities: First, through the aggregation of the needs of 80 Member systems, the Gas Authority can negotiate for the purchase of a large quantity of gas. This increases the interest of suppliers in both bidding on the contract and in offering attractive pricing. Second, because we are pre-paying for the gas supply, we benefit from the discount rate used to determine the net present value of the firm gas supplies. Traditionally, because the Gas Authority has access to tax-exempt interest rates for the purchase of natural gas supplies, our cost of capital is lower than the discount rate the supplier uses in calculating the prepayment, which yields savings for our Members; the longer the term, the greater the impact of the discount. Although the delta between taxable and tax-exempt rates can be narrow at times, the tool remains an important one for the Gas Authority. Finally, with our large volumes, strong credit rating, and ability to issue debt, we remain an attractive suitor for high-quality suppliers.

**7. Why does the term of the Gas Supply Contract need to be extended by 10 years?**

Very simply, the terms of the Gas Supply Contract and the Supplemental Portfolio V Contract should mirror one another to satisfy lenders. Amending the term of the Gas Supply Contract to terminate on December 31, 2060 matches the obligation period of Portfolio V.

**8. What are the next steps?**

- a. **STEP 1: Immediately please forward the red file folder to your attorney for review. It contains one original Portfolio V Supplemental Contract, the red-line version of the Portfolio IV contract, the Amendment to the Gas Supply Contract, and the form resolution for adoption by your local governing body.** Although the document is basically identical to your existing contract, your attorney may have some questions.

Please ask your attorney to contact Mr. Peter Floyd at Alston & Bird with all legal questions pertaining to the contract. He may be reached at 404.881.4510 or via email at [Peter.Floyd@alston.com](mailto:Peter.Floyd@alston.com).

- b. **STEP 3:** After reviewing the contract and amendment, your attorney should return it to you promptly so that all three originals of both documents may duly authorized, signed and sealed by your Mayor or Chairman. In addition, we have enclosed an authorizing resolution for this purpose.
  
- c. **STEP 4:** Send all three originals of both documents, including the authorizing resolution, signed, and sealed, to Peter Floyd at Alston & Bird (in addressed envelope provided) by August 31, 2020.

SUPPLEMENTAL CONTRACT

Between

MUNICIPAL GAS AUTHORITY OF GEORGIA

and

~~MEMBER~~ MEMBER, GEORGIA

(GAS PORTFOLIO ~~IV~~ V PROJECT)

This Contract, made and entered into as of ~~November~~ January 1, ~~2014~~ 2021, by and between the MUNICIPAL GAS AUTHORITY OF GEORGIA, a public body corporate and politic, a public corporation and an instrumentality of the State of Georgia, (the "Gas Authority"), created and existing pursuant to the provisions of Ga. Laws 1987, p. 745 *et seq.*, codified at O.C.G.A. Section 46-4-80 through 46-4-125, as amended (the "Act"), and the ~~CITY OF, a municipal corporation~~ MEMBER, {STATE}, a political subdivision of the State of ~~Georgia~~ Georgia, hereinafter sometimes designated as the Member,

WITNESSETH  
THAT:

WHEREAS, the Member owns and operates a gas distribution system as contemplated by O.C.G.A. Section 46-4-100 and has determined to contract with the Gas Authority pursuant to the Act and Article IX, Section III, Paragraph I of the Constitution of the State of Georgia (the "Intergovernmental Contracts Clause"); and

WHEREAS, the Gas Authority and the Member have entered into that certain Gas Supply Contract (the "Gas Supply Contract"), pursuant to which the Gas Authority has agreed to provide gas supplies to the Member for resale to its citizens, inhabitants and customers through its gas distribution system; and

WHEREAS, the Gas Authority has also entered into contracts in substantially the form of the Gas Supply Contract (each, a "Gas Supply Contract" and collectively, the "Gas Supply Contracts") with other ~~municipalities~~ political subdivisions and systems that own and operate gas distribution systems (each, a "Member" and collectively, the "Members"); and

~~WHEREAS, the Gas Authority and the Members have heretofore extended the original term of their respective Gas Supply Contracts beyond the original termination date of December 2015 to December 31, 2025 pursuant to the First Amendment to Gas Supply Contract, and from December 31, 2025 to December 31, 2040 pursuant to the Second Amendment to Gas Supply Contract; and~~

WHEREAS, the Gas Authority and the Member have agreed to enter into this Supplemental Contract to provide for, among other things, (i) the approval of a Project as contemplated by the Gas Supply Contract and as more particularly described herein; and (ii) the issuance of Bonds to fund Project Costs, as more particularly described herein; and

WHEREAS, in order to enable the Gas Authority to issue its Bonds and to pay the costs of the Project, it is necessary for the Gas Authority to have binding contracts with the Members in accordance with the provisions of the Act and the Gas Supply Contracts; and

WHEREAS, the payments required to be made under Article IV of this Contract, and all other payments attributable to the Project or the Annual Project Costs, as hereinafter defined, to be made in accordance with or pursuant to any other provision of this Contract, ~~shall~~will be pledged as security for the payment of Bonds;

**NOW, THEREFORE:**

FOR AND IN CONSIDERATION of the premises and the mutual covenants and agreements herein contained, the parties hereby agree as follows:

**ARTICLE I**

**TERM AND DEFINITIONS**

**Section 101. Term.**

This Contract is dated as of ~~November 1, 2014~~the first date set forth above, its effective date, and ~~shall~~will terminate at the close of business on the date of the final maturity and payment or the defeasance of all outstanding Bonds or any refunding Bonds issued with respect thereto. Following the termination of this Contract, any remaining Project assets will be accounted for by the Gas Authority to reflect the benefit thereof to the Members participating in the Project.

**Section 102. Definitions.**

(a) Those words which are defined in O.C.G.A. Section 46-4-81 shall will have the same meaning when used herein as defined in said Code Section.

(b) Those capitalized terms used herein which are not defined shall will have the meaning ascribed thereto in the Gas Supply Contract.

(b) As used herein, the term:

(1) "Annual Project Costs" shall mean means the Project Costs applicable to a Gas Supply Year.

(2) "Bond Resolution" shall mean means the Gas Portfolio IVV Project Revenue Bond Resolution to be adopted by the Gas Authority for the benefit of the owners of the Bonds, which provides for the issuance of such Bonds, a copy of which Bond Resolution in substantially the form to be adopted by the Gas Authority is on file in the records of the Gas Authority, and any resolution for the issuance of refunding bonds for the Bonds, as amended or supplemented from time to time.

(3) "Bonds" shall mean means the Bonds or other debt instruments issued by the Gas Authority pursuant to the provisions of the Bond Resolution to finance or refinance the Project Costs, whether or not any issue of such Bonds shall will be subordinated as to payment to any other issue of such Bonds, and shall will include refunding Bonds issued pursuant to the provisions of Section 302 hereof, together with any payment obligations under any gas production sharing or other agreements providing for the acquisition, ownership, operation, hedging and financing of natural gas reserves or interests therein, either by the Gas Authority alone or jointly with other governmental entities.

(4) "Contract" refers to this Supplemental Contract.

(5) "Debt Service" shall mean means Debt Service on the Bonds.

(6) "Gas Supply Year" shall mean means the annual period as established by the Gas Authority from time to time, initially commencing each January 1.

(7) "Indemnity Share" shall mean means the amount determined in accordance with Section 402 hereof and set forth in the Schedule of Indemnity Shares attached hereto and hereby incorporated herein by this reference.

(8) "Indemnity Share Member" means each of the Georgia and non-Georgia municipalities political subdivisions or systems executing similar Contracts with the Gas Authority with respect to the Project contemplated by the Bond Resolution, other than Obligation Share Members, and set forth in the Schedule of Indemnity Shares attached hereto.

(9) ~~"Member"~~ or ~~"Members"~~ ~~shall mean the Georgia municipality~~ means the political subdivision or system that is a party to this Contract, or collectively, all of the Georgia ~~municipalities~~political subdivisions or systems described in Section 46-4-100 of the Act executing similar Contracts as Obligation Share Members or Indemnity Share Members, and all non-Georgia ~~municipalities~~political subdivisions or systems executing similar Contracts as Indemnity Share Members.

(10) ~~"MCF"~~ ~~shall mean~~ means thousand cubic feet.

(11) ~~"Obligation Share Member"~~ means each of the Georgia ~~municipalities~~political subdivisions shown in the Schedule of Obligation Shares attached hereto and hereby incorporated herein by this reference.

(12) ~~"Obligation Share"~~ ~~shall mean~~ means, with respect to an Obligation Share Member, that percentage set forth in the Schedule of Obligation Shares attached hereto.

(13) ~~"Project"~~ ~~shall mean~~ means the development of a portfolio of Project Gas Supplies through the acquisition, construction or development of any plant, works, system, facility, and real and personal property of any nature whatsoever, together with all parts thereof and appurtenances thereto, and any contract rights relating to the storage, acquisition, exploration, production, distribution, enrichment, transmission, purchase, sale, exchange, or interchange of gas or associated liquids and relating to the acquisition, extraction, conversion, transportation, storage, or processing of fuel of any kind for any such purposes, or any interest in, or the right to the use, services, enrichment, output, or capacity of any such plant, works, system, or facility. ~~"Project"~~ as used in this paragraph, is intended to include contracts and contract rights as well as tangible property, and including further any (i) major renewals, replacements, repairs, additions, betterments and improvements necessary to keep such project in good operating condition; (ii) any major additions, improvements, repairs and modifications thereto; (iii) any disposal of a Project required by any governmental agency having jurisdiction over the Project; (iv) costs of engineering, architectural, legal and financial services, costs of plans and specifications and all expenses necessary or incidental to determining the feasibility or practicability of the Project and to obtain all licenses, permits and approvals necessary in connection with the furtherance thereof, and related expenses; (v) all costs of operating, servicing, and maintaining the Project, including insurance premiums, administrative and overhead costs, costs of interest rate or commodity hedging and any other charges payable by the Gas Authority reasonably allocable by the Gas Authority to the operation, servicing and maintenance of the Project; and (vi) reasonable working capital determined to be necessary by the Gas Authority to place the Project in operation and to operate the Project during the life of the Project.



ARTICLE II

CERTAIN OBLIGATIONS OF THE GAS AUTHORITY AND THE MEMBER

Section 201. Authority Gas Supplies.

The Gas Authority shall will use the proceeds of the Bonds for the costs of acquiring the Project as more particularly described in the definition of the "Project." The Gas Authority shall will use the natural gas provided by the Project to fulfill, in whole or in part, its obligation under Section 201 of the Gas Supply Contract to supply Authority Gas Supplies to the Member, and to the extent that such Authority Gas Supplies are not required by the Member, to sell such Authority Gas Supplies to others. The Gas Authority and the Member hereby agree that for purposes of the Gas Supply Contract and this Supplemental Contract, natural gas acquired as a part of the Project and financed from the proceeds of Bonds issued pursuant to the authorization contained in Article III of this Supplemental Contract shall will be deemed to have passed through the meter at the Member's cityCity gate prior to other Authority Gas Supplies.

Section 202. Reports.

The Gas Authority shall will prepare and issue to the Member, for each Gas Supply Year, reports disclosing the financial status of the Project. The Member shall will provide to the Gas Authority, in such form as shall will be reasonably requested by the Gas Authority, any and all documents, releases, financial statements and other information necessary to enable the Gas Authority to comply with any disclosure or other reporting requirement, including but not limited to Rule 15c2-12 of the Securities and Exchange Commission, now or hereafter imposed by the United States of America, the State of Georgia, or any political subdivision or agency of either having jurisdiction over the Member, the Gas Authority or the issuance and sale of the Gas Authority's bonds or other debt obligations, by law, judicial decision, regulation, rule or policy. Such information shall will be provided by the Member from time to time as requested by the Gas Authority, but in any case, no less frequently than shall will enable the Gas Authority to comply with any such law, judicial decision, regulation, rule or policy.

Section 203. Records and Accounts.

The Gas Authority will keep accurate records and accounts relating to administration of the Project, including all payments with respect to the Bonds. Said accounts shall will be included in the Gas Authority's financial statements, which shall will be subject to an annual audit by a firm of independent certified public accountants experienced in gas utility accounting and of national reputation to be submitted to the Gas Authority within one hundred fifty days after the close of each Gas Supply Year.

**Section 204. Rate Covenant**

The Member will establish, maintain and collect rates and charges for the gas service of its gas system so as to provide revenues sufficient, together with available gas system reserves, to enable the Member to pay to the Gas Authority all amounts payable under the Gas Supply Contract and any Supplemental Contract, including this Contract, and to pay all other amounts payable from and all lawful charges against or liens on the revenues of the Member's gas system.

**ARTICLE III**

**ISSUANCE OF BONDS**

**Section 301. Issuance of Bonds.**

Pursuant to the authority hereof, the Gas Authority is authorized to issue, in series as may be determined by the Gas Authority, Bonds pursuant to the Bond Resolution for the purpose of financing Project Costs. The Bonds may be issued in series through the close of business on December 31, ~~2020~~2030, with a maximum principal amount outstanding at any one time of \$~~1,100,000,000~~831,500,000; provided however, that such limitation shall will not apply to any price or interest rate hedges or swap agreements entered into in connection with projects financed by any such Bonds, and such maximum principal amount shall will be increased from time to time *pro tanto* as Bonds issued pursuant to the Supplemental Contract, ~~dated as of November 1, 2002~~ (Gas Portfolio HHIV Project), between the Gas Authority and the Member, as amended, are retired, up to a maximum aggregate principal amount of \$~~1,500,000,000~~1,000,000,000 outstanding at any one time hereunder. Each series of Bonds shall will have a final maturity of no more than 2030 years from the date of issuance of each such series of Bonds.

**Section 302. Refunding Bonds.**

The Gas Authority may issue and sell refunding Bonds for Bonds previously issued with a final maturity not exceeding the final maturity of the Bonds being refunded, which refunding Bonds may be issued in an amount sufficient to refund any Bonds together with other associated costs, including, but not limited to the principal amount thereof, interest accrued or to accrue thereon, redemption premium thereof, if any, and costs of issuance including any costs of terminating any derivative products associated therewith, but shall will not be counted against the amount limitation set forth in Section 301 hereof. Any such refunding Bonds issued in accordance with the provisions of this Section may rank *pari passu* as to the security afforded by the provisions of this Contract with all Bonds theretofore issued pursuant to and secured in accordance with the provisions of this Contract.

ARTICLE IV

~~OBLIGATION~~INDEMNITY SHARES

**Section 401. Obligation Shares.**

Each of the Members initially participating in the Project have been assigned an Obligation Share as set forth in the Schedule of Obligation Shares attached hereto pursuant to Supplemental Contracts with such Members identical to this contract except for the identification of the parties and the signature pages. In the event that at any time and from time to time all Project Costs payable by the Gas Authority are in excess of the revenues of the Gas Authority available for the purpose of paying the same and pursuant to Section 503 of the Gas Supply Contract and any applicable rate stabilization or reserve funds, then the Member ~~shall~~will be obligated to pay immediately upon demand by the Gas Authority or the Trustee under the Bond Resolution its Obligation Share of such excess.

**Section 402. Subsequent Members.**

Should any Member subsequently be admitted by the Gas Authority that has not been assigned an Obligation Share in the Schedule of Obligation Shares, then such Member ~~shall~~will be assigned by the Gas Authority an "Indemnity Share" based upon the ratio of that new Member's average annual purchases of gas, based on the 24-month period ended with the last month for which information is available (the "Average Gas Purchases") to the total of all Obligation Share Members' Average Gas Purchases at the effective date of this Contract. Upon the admission of such new Member, the Schedule of Indemnity Shares ~~shall~~will be recalculated and provided to each Member and the Gas Authority for attachment to this Supplemental Contract in lieu of the preceding Schedule of Indemnity Shares attached to this Supplemental Contract immediately preceding the admission of such Member. In the event that Obligation Share Members should be required to pay amounts based upon their Obligation Shares as set forth in Section 401 above, then each such new Member would be required to indemnify and hold each such Obligation Share Member harmless for a portion of the amount required to be paid by the Obligation Share Member equal to that new Member's Indemnity Share of the amount required to be paid by that Obligation Share Member.

**Section 403. Payment Obligations.**

The Member hereby agrees to pay its Obligation Share of Project Costs as set forth in the Schedule of Obligation Shares. The obligation of the Member to pay promptly its obligation under Section 401 or 402 hereof is for the benefit of, among others, the owners of the Bonds and ~~shall~~will be absolute and unconditional and ~~shall~~will not be subject to any defense or any right of setoff, counterclaim or recoupment arising out of any breach by the Gas Authority of any obligation to any Member or the breach by

any Member of any obligation to the Gas Authority or to any other Member, whether hereunder, under the Gas Supply Contract or otherwise or any overpayment or underpayment by reason of a miscalculation of the amount owed by any Member to the Gas Authority or otherwise. Until such time as the principal of, redemption premium (if any) and interest on the Bonds shall will have been fully paid or provision for the payment thereof shall will have been made, the Member shall will not suspend or discontinue any payments provided for herein for any cause, including, without limiting the generality of the foregoing, failure of the Gas Authority to complete any Project, the occurrence of any acts or circumstances that may constitute failure of consideration, eviction or constructive eviction, destruction of or damage to any Project or any of the Gas Authority's facilities, the taking by eminent domain of title to or temporary use of all or any portion of any Project or of any of the Gas Authority's facilities, commercial frustration of purpose, any change in the tax or other laws of the United States of America or the State of Georgia or of any political subdivision of either thereof or any failure of any party to perform and observe any agreement, whether express or implied, or any duty, liability or obligation arising out of or in connection with this Contract, the Gas Supply Contract or otherwise.

**Section 404. Sources of Member's Payments.**

The obligations of the Member to make the payments to the Gas Authority under this Contract shall will constitute general obligations of the Member for the payment of which the full faith and credit of the Member shall will be and the same hereby is pledged to provide the funds required to fulfill all obligations arising under this Contract. Unless such payments or provision for such payments shall will have been made from the revenues of the Gas Supply System of the Member or from other funds thereof, the Member will annually in each and every fiscal year during the term of this Contract include in its general revenue or appropriation measure, whether or not any other items are included, sums sufficient to satisfy the payments required to be made in each year by this Contract until all payments required under this Contract have been paid in full. In the event for any reason any such provision or appropriation is not made for a fiscal year of a Member, then the chief fiscal officer of the Member shall will, in accordance with the provisions of the Act in effect as of the date of this agreement, set up as an appropriation on the accounts of the Member in each fiscal year the amounts required to pay the obligations called for under this Contract. The amount of the appropriation in such fiscal year to meet the obligations of this Contract shall will be due and payable and shall will be expended for the purpose of paying and meeting the obligations provided under the terms and conditions of this Contract, and such appropriation shall will have the same legal status as if the Member had included the amount of the appropriation in its general revenue or appropriation measure.

**Section 405. Pledge of Payments.**

All payments required to be made by the Member pursuant to the provisions of this Article IV shall will be pledged to secure the payment of the Gas Authority's Bonds.

**Section 406. Levy of Tax for Payment.**

The Member shall will provide for the assessment and collection of an annual tax sufficient in amount to provide funds annually, to the extent necessary due to deficiencies in its gas supply revenues, to make all payments due under the provisions of this Contract in each year over the remainder of the term of this Contract and the Gas Authority shall will have the right to bring any suit, action or proceeding in law or in equity, including mandamus and action for specific performance, to enforce the assessment and collection of a continuing direct annual tax upon all the taxable property within the boundaries of such Member sufficient in amount to provide such funds annually in each year of the remainder of the term of this Contract.

**ARTICLE V**

**EXCESS BOND PROCEEDS**

**Section 501. Excess Bond Proceeds.**

In the event the proceeds derived from the sale of any Bonds issued pursuant to the provisions of this Contract, the payment of which is secured by assignment of payments made pursuant to the provisions of this Contract and of any other Supplemental Contracts between the Gas Authority and the Members relating to the Project and to the issuance of Bonds therefor, exceed the aggregate amount required for the purposes of the Project, the amount of such excess shall will be used to make up any deficiency then existing in any fund or account under the Bond Resolution in the manner therein provided, and any balance shall will be used to retire, by purchase or call and redemption, Bonds in advance of maturity, and in such event the Gas Authority will reduce such elements of Annual Project Costs as are necessary and appropriate to reflect such accelerated retirement.

**ARTICLE VI**

**DEFAULT**

**Section 601. Event of Default.**

Failure of the Member to make to the Gas Authority any of the payments for which provision is made in this Contract or the Gas Supply Contract as and when the same are due and payable shall will constitute a default on the part of the Member.

**Section 602. Continuing Obligation, Right to Discontinue Service.**

In the event of any such default, the Member shallwill not be relieved of its liability for payment of the amounts in default, and the Gas Authority shallwill have the right to recover from the Member any amount in default. In enforcement of any such right of recovery, the Gas Authority may bring any suit, action, or proceeding in law or in equity, including mandamus and action for specific performance, as may be necessary or appropriate to enforce any covenant, agreement or obligation to make any payment for which provision is made in this Contract against the Member.

**Section 603. Other Default by Member.**

In the event of a failure of the Member to establish, maintain, or collect rates or charges adequate to provide revenue sufficient to enable the Member to pay all amounts due to the Gas Authority under this Contract and the Gas Supply Contract, or in the event of any default by the Member under any other covenant, agreement or obligation of this Contract or the Gas Supply Contract, the Gas Authority may ~~bring any suit, action, or proceeding in law or in equity, including mandamus, injunction and action for specific performance, as may be necessary or appropriate to enforce any~~enforce such covenant, agreement or obligation of this Contract or the Gas Supply Contract ~~against the Member~~in accordance with the escalating dispute resolution process provided for in the Gas Supply Contract.

**Section 604. Default by Gas Authority.**

In the event of any default by the Gas Authority under any covenant, agreement or obligation of this Contract, the Member may ~~bring any suit, action, or proceeding in law or in equity, including mandamus, injunction, and action for specific performance, as may be necessary or appropriate to enforce any~~enforce such covenant, agreement, or obligation of this Contract ~~against~~or the Gas ~~Authority~~Supply Contract in accordance with the escalating dispute resolution process provided for in the Gas Supply Contract.

**Section 605. Abandonment of Remedy.**

In case any proceeding taken on account of any default shallwill have been discontinued or abandoned for any reason, the parties to such proceedings shallwill be restored to their former positions and rights hereunder, respectively, and all rights, remedies, powers, and duties of the Gas Authority and the Member shallwill continue as though no such proceedings had been taken.

**ARTICLE VII**

**MISCELLANEOUS GENERAL PROVISIONS**

**Section 701. Character and Continuity of Service.**

The Gas Authority shall will not be required to provide, or be liable for failure to provide, service under this Contract when such failure or the cessation or curtailment of or interference with the service is caused by force majeure or the default or failure to perform of any third party. No failure on the part of the Gas Authority shall will be grounds for the termination or suspension of the payments due from the Member hereunder.

**Section 702. Other Terms and Conditions.**

Service hereunder shall will be in accordance with such other terms and conditions as are established as part of the Gas Authority's service rules and regulations, which shall will not be inconsistent with the provisions of this Contract.

**Section 703. Termination or Amendment of Contract.**

Subject to the terms of the Bond Resolution, this Contract may be amended by instrument in writing executed with the same formality as this Contract; provided, however, if any such amendment is to be made to less than all of the Contracts of the Members pertaining to the Project, at least thirty (30) days advance notice shall will be given by the Gas Authority to all Members of the Gas Authority transmitting a copy of such amendment. No amendment shall will be made which is adverse to the interest of the owners of the Bonds.

**Section 704. No Assignment or Transfer.**

Except as provided in Section 705 of the Gas Supply Contract, neither party to this Contract shall will be entitled or empowered to assign or transfer this Contract or any interest therein, unless such assignment is required by act of the General Assembly.

**ARTICLE VIII**

**SEVERABILITY**

In case any one or more of the provisions of this Contract **shall**will for any reason be held to be illegal or invalid by a court of competent jurisdiction, it is the intention of each of the parties hereto that such illegality or invalidity **shall**will not affect any other provision hereof, but this Contract **shall**will be construed and enforced as if such illegal or invalid provision had not been contained herein, and this Contract **shall**will be construed to adopt, but not to enlarge upon, all the applicable provisions of said Act, and all the applicable provisions of the Constitution and general laws of Georgia, and, if any provisions hereof conflict with any applicable provision of said Constitution or laws, the former as proposed by the General Assembly, ratified by the people and interpreted by the courts of this state, and the latter as adopted by the General Assembly and as interpreted by the courts of this state **shall**will prevail in lieu of any provision hereof in conflict or not in harmony therewith.

**[SIGNATURES BEGIN ON NEXT PAGE]**



IN WITNESS WHEREOF, the Municipal Gas Authority of Georgia has caused this Contract to be executed in its corporate name by its duly authorized officers and has caused its corporate seal to be hereunto impressed and attested; the Member has caused this Contract to be executed in its corporate name by its duly authorized officers and its corporate seal to be hereunto impressed and attested, and delivery hereof by the Authority to the Member is hereby acknowledged, all as of the day and year first above written.

~~MUNICIPAL GAS AUTHORITY OF GEORGIA~~  
Municipal Gas Authority of Georgia

~~APPROVED AS TO FORM~~ Approved As To Form:

~~BY~~ By: \_\_\_\_\_

~~CHAIRMAN~~ Chairman

\_\_\_\_\_  
~~ATTEST~~ Attest:  
~~GENERAL COUNSEL~~  
General Counsel

\_\_\_\_\_  
~~ASST. SECRETARY-TREASURER~~  
Asst. Secretary-Treasurer

(~~SEAL~~ Seal)

~~[SIGNATURES CONTINUED ON NEXT PAGE]~~ Signatures Continued On Next Page]

~~MEMBER~~ MEMBER, {STATE}

~~APPROVED AS TO FORM~~ Approved As To Form:

~~BY~~ By: \_\_\_\_\_ ~~MAYOR~~ MAYOR

\_\_\_\_\_  
~~ATTEST~~ Attest:  
~~CITY ATTORNEY~~ CITY ATTORNEY

~~CLERK~~ CLERK

~~—(SEAL)~~

(Seal)

**MUNICIPAL GAS AUTHORITY OF GEORGIA**  
**Municipal Gas Authority of Georgia**

SCHEDULE OF OBLIGATION SHARE PERCENTAGES FOR  
MEMBERS PARTICIPATING IN GAS PORTFOLIO **IVY** PROJECT

**{OBLIGATION SHARES TO BE ASSIGNED ON THE BASIS  
OF A RATIO CALCULATED ON THE BASIS OF  
EACH MEMBER'S ANNUAL PURCHASES}**

<u>Member</u>	<u>Annual Purchases</u>	<u>Obligation Share Percentage</u>
Adairsville		
Adel		
Albany		
Americus		
Ashburn		
Bainbridge		
Blakely		
Bowman		
Buford		
Byron		
Cairo		
Camilla		
Claxton		
Cochran		
Commerce		
Covington		
Crawfordville		
Dawson		
Doerun		
Donalsonville		
Douglas		
Eatonton		
Edison		
Elberton		
Fitzgerald		
Fort Valley		
Grantville		
Greensboro		
Hartwell		
Hogansville		
LaFayette		
Lawrenceville		
Louisville		
Lumpkin		

<u>Member</u>	<u>Annual Purchases</u>	<u>Obligation Share Percentage</u>
Madison		
Manchester		
Millen		
Monroe		
Monticello		
Moultrie		
Nashville		
Pelham		
Perry		
Quitman		
Royston		
Social Circle		
Sparta		
Statesboro		
Sugar Hill		
Summerville		
Sylvania		
Sylvester		
Thomasville		
Thomson		
Tifton		
Tooeba		
Trion		
Union Point		
Vienna		
Warner Robins		
Waynesboro		
West Point		
Winder		
Total	<u>                    </u>	<u>                    </u> %

**MUNICIPAL GAS AUTHORITY OF GEORGIA**  
**SCHEDULE OF INDEMNITY SHARE PERCENTAGES FOR**  
**MEMBERS PARTICIPATING IN GAS PORTFOLIO IV PROJECT**  
**[INDEMNITY OBLIGATION SHARES TO BE ASSIGNED ON THE BASIS**  
**OF A RATIO CALCULATED ON THE BASIS OF**  
**EACH MEMBER'S PEAK-DAY-DEMAND ANNUAL PURCHASES]**

<u>Member</u>	<u>Contract Demand</u>	<u>Indemnity- Share Percentage</u>
Havana, Florida-		
Quincy, Florida		
Jasper, Florida		
East-Central-Alabama-		
Gas-District		
Maplesville (Alabama)		
Water-Works-and-		
Gas-District-		
City-of-Roanoke,-		
Alabama		
Town-of-Rockford,-		
Alabama		
Town-of-Wadley,-		
Alabama		
Water, Sewer and Gas-		
Board of the Town		
of Wedowee-		
(Alabama)		
<hr/> <hr/> Total	<hr/> <hr/>	<hr/> <hr/> 100%

(Added graphics)	Obligation Share	Indemnity Share
Adairsville	2.1765%	2.0202%
Adel	0.4268%	0.3962%
Albany	5.2496%	4.8729%
Americus	0.6009%	0.5578%
Andersonville	0.0039%	0.0036%
Ashburn	0.1325%	0.1230%
Bainbridge	0.5902%	0.5478%
Blakely	0.3881%	0.3603%
Bowman	0.0253%	0.0235%
Buford	7.9261%	7.3572%
Byron	0.3508%	0.3257%
Cairo	0.2597%	0.2411%
Camilla	1.5852%	1.4714%
Claxton	0.6678%	0.6199%
Cochran	0.8944%	0.8302%
Colquitt	0.0744%	0.0691%
Commerce	1.3407%	1.2445%
Covington	5.4239%	5.0346%
Dawson	0.7442%	0.6908%
Decatur County	0.1691%	0.1570%
Doerun	0.1000%	0.0928%
Donalsonville	0.1006%	0.0934%
Douglas	2.1188%	1.9667%
Dublin	4.6093%	4.2784%
Eatonton	0.3168%	0.2941%
Edison	0.0882%	0.0819%
Elberton	0.9973%	0.9257%
Fitzgerald	2.0206%	1.8755%
Fort Valley	1.5200%	1.4109%
Grantville	0.0751%	0.0698%
Greensboro	1.9192%	1.7815%
Hartwell	1.1710%	1.0870%
Hawkinsville	2.0803%	1.9310%
Hogansville	0.2914%	0.2705%
LaFayette	0.6074%	0.5638%
Lawrenceville	9.5823%	8.8945%
Louisville	0.2542%	0.2360%
Lumpkin	0.0611%	0.0567%
Madison	0.9293%	0.8626%
Millen	0.3215%	0.2985%
Monroe	0.7704%	0.7151%
Monticello	0.1931%	0.1793%
Moultrie	0.7868%	0.7303%
Nashville	0.4219%	0.3916%
Pelham	0.0569%	0.0528%
Perry	1.7383%	1.6136%
Quitman	0.3228%	0.2996%

(Added graphics)	Obligation Share	Indemnity Share
Royston	0.6167%	0.5724%
Social Circle	1.5774%	1.4641%
Sparta	0.1862%	0.1729%
Statesboro	1.4216%	1.3196%
Sugar Hill	1.9287%	1.7903%
Summerville	1.8870%	1.7515%
Sylvania	2.2444%	2.0833%
Sylvester	0.2764%	0.2566%
Thomasville	1.1134%	1.0335%
Thomson	3.4910%	3.2404%
Tifton	1.2585%	1.1682%
Toccoa	3.4520%	3.2043%
Trion	4.1046%	3.8100%
Union Point	0.1010%	0.0938%
Vienna	0.5645%	0.5239%
Warner Robins	9.7311%	9.0327%
Waynesboro	0.3213%	0.2982%
West Point	0.3420%	0.3175%
Winder	2.8975%	2.6895%
<b>Total</b>	<b>100%</b>	<b>93%</b>

GA Indemnity Only Members		
<b>Non-Georgia Members</b>		
Alexander City, Alabama	N/A	0.6903%
Chambersburg, Pennsylvania	N/A	2.7418%
East Central Alabama Gas District	N/A	0.8903%
Havanna, Florida	N/A	0.0500%
Jasper, Florida	N/A	0.1133%
Lanett, Alabama	N/A	0.1737%
Lawrenceburg, Tennessee	N/A	1.6005%
Maplesville, Alabama	N/A	0.0581%
Quincy, Florida	N/A	0.3226%
Roanoke, Alabama	N/A	0.3657%
Rockford, Alabama	N/A	0.0097%
Wadley, Alabama	N/A	0.0687%
Wedowee, Alabama	N/A	0.0925%
<b>Total Indemnity Shares</b>		<b>100%</b>

<b>Summary report:</b>	
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Embedded Graphics (Visio, ChemDraw, Images etc.)	2
Embedded Excel	0
Format changes	0
<b>Total Changes:</b>	<b>333</b>



AN ORDINANCE TO AMEND CHAPTER 6 OF THE CODE OF ORDINANCES OF THE CITY OF MONROE, GEORGIA, REGARDING ALCOHOLIC BEVERAGES AND FOR OTHER PURPOSES.

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

**Article I.**

Chapter 6 of the Code of Ordinances is hereby amended by deleting the enumerated sub-sections as described and substituting with the following in lieu thereof, and by the addition of certain, enumerated sub-sections, and by the addition of Article XI, Alcoholic Beverage Caterers:

SEE ATTACHED “**EXHIBIT A**” FOR THE COMPLETE TEXT OF SUB-SECTIONS AND ARTICLE XI, ALCOHOLIC BEVERAGE CATERERS

**Article II.**

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**Article III.**

This ordinance shall take effect from and after its adoption by the Mayor and Council of the City of Monroe, Georgia.

**FIRST READING.** This \_\_\_ day of JULY, 2020.

**SECOND READING AND ADOPTED.** This \_\_\_ day of AUGUST, 2020.

**CITY OF MONROE, GEORGIA**

**By:** \_\_\_\_\_ (SEAL)

**John S. Howard, Mayor**

**Attest:** \_\_\_\_\_ (SEAL)

**Debbie Kirk, City Clerk**

**EXHIBIT A**

**CHAPTER 6 – ALCOHOLIC BEVERAGES**

**Sec. 6-8. - Licensing qualifications.**

- (g) All licensed establishments must have and continuously maintain in Walton County, Georgia, a registered agent upon whom any process, notice or demand required or permitted by law or under this chapter to be served upon the licensee or owner may be served. This person must be a resident of Walton County, or a licensed attorney practicing law that maintains an office in Walton County. The licensee shall file the name of such agent, along with the written consent of such agent, with the code enforcement officer and shall be in such form as he may prescribe.
- (j) The mayor and city council in its discretion may consider any extenuating circumstances which may reflect favorably or unfavorably on the applicant, application or the proposed location of the business. If in its judgment, circumstances are such that the granting of the license would not be in the best interests of the City or general public, such circumstances may be grounds for denying the application.
- (k) The mayor and city council shall have the right to examine, or cause to be examined, under oath, any applicant for a local license or for a renewal thereof, or any licensee upon whom notice of revocation or suspension has been served as provided by statute, and to examine or cause to be examined the books and records of any such applicant or licensee;

to hear testimony and take proof for his information in the performance of his duties, and for such purpose to issue subpoenas which shall be effective in any part of this state.

**Sec. 6-11. - Fees enumerated.**

License fees applicable to this chapter shall be as follows:

- (16) Alcoholic Beverage Caterer beer and wine license, \$1,000.00 per year.
- (17) Alcoholic Beverage Caterer distilled spirits License, \$1,000.00 per year.

**Sec. 6-36. - Monroe Historic Downtown Entertainment District.**

- (b) As used in this chapter, the term “Monroe Historic Downtown Entertainment District” shall be defined as: All that area of public space, streets, sidewalks, open areas, and all parcels and tracts of real property in the area of the City located in the currently existing boundaries of the Downtown Development Authority and bound as follows: on the North by East and West Marable Streets, on the South by 2<sup>nd</sup> and Mill Streets, on the West by Jackson Street, and on the East by Madison Avenue, including all parcels and tracts of real property that have road frontage on or touch any of the aforementioned boundary roads. The code enforcement officer shall maintain an official map of the Monroe Historic Downtown

Entertainment District in his office at all times.

**Sec. 6-37. - Eligibility for issuance of a temporary special event license.**

(a) A temporary license may be issued to any person, firm or corporation, for a period not to exceed three (3) days for any one (1) event for an approved special event. The person, firm or corporation must make application and pay the fee that may be required by this chapter and shall be required to comply with all the general ordinances and regulations for an on-premises consumption establishment with the exception of the full-service kitchen requirement. Said temporary licenses may be applied for and issued to any one (1) person, firm or corporation up to ten (10) times per calendar year. The applicant seeking a temporary license must also obtain a state-issued temporary special event permit. Applicants seeking a temporary license need not be licensed as an alcoholic beverage caterer pursuant to Article XI of this chapter.

**Sec. 6-106. - Type of retail establishment where permitted.**

No beer or wine shall be sold for consumption on the premises where sold except:

- (7) At a business establishment holding an on premises consumption license subject to and in compliance with the Volume/Sales Ratio requirement of the Monroe Historic Downtown Entertainment District as outlined in section 6-110.

**Sec. 6-110. - Sales Volume Ratio for Select Businesses**

- (a) Any business required to pay a business occupation tax that does not otherwise meet the criteria of section 6-106(1) and is located in the Monroe Historic Downtown Entertainment District, may obtain an on premises consumption license for malt beverages and wine subject to the following conditions:
  - 1. The sale of alcoholic beverages shall be clearly incidental to the primary business conducted on the premises.
  - 2. On Premises consumption licensees shall maintain at least sixty percent (60%) of their business volume from the sale of other merchandise or services, not including alcoholic beverages.
  - 3. No alcoholic beverages shall be served on Sunday.

**Sec. 6-356. – Licensed Alcoholic Beverage Caterer Pouring.**

A licensed Alcoholic Beverage Caterer, licensed by the state pursuant to O.C.G.A. § 3-11-1, *et seq.* may distribute and sell alcoholic beverages at a special events facility in the City so long as the licensed Alcoholic Beverage Caterer complies with all requirements of O.C.G.A. § 3-11-1, *et seq.* and the special events facility has first registered with the City pursuant to section 6-353 hereinabove.

**Sec. 6-401. - License.**

- (a) Any hotel as defined herein may provide in-room service of malt beverages and wine after obtaining a license for the

same in accordance with the terms of this article.

- (b) The sale of malt beverages and wine by in-room service shall be subject to all restrictions and limitations imposed by this chapter, and shall be authorized only on such days and only during such hours as the sale of alcoholic beverages is otherwise authorized.

**Sec. 6-402 – In-Room Service.**

- (a) For purposes of this chapter, "in-room service" consists of:
  - (1) The delivery of malt beverages and wine in unbroken packages by an employee of the hotel to a registered guest's room when such beverages have been ordered by the guest and when the guest shall be billed for the cost of such beverages at the time of delivery and when the sale of such beverages is completed at the time of delivery or,
  - (2) The provision of a cabinet, refrigerator, mini-bar or other facility located in a hotel's guest room which contains malt beverages or wine and which is accessible only to the guest and for which the sale of malt beverages or wine contained therein is final at the time requested except for a credit which may be given to the guest for any unused portion.

**ARTICLE XI. – ALCOHOLIC BEVERAGE CATERERS**

**Sec. 6-701. - Definitions.**

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section,

except where the context clearly indicates a different meaning:

*Alcoholic beverage caterer* means any person licensed for the sale of alcoholic beverages by the State of Georgia and who possesses a license by a local government in the State of Georgia authorizing such person to sell and dispense alcoholic beverages by the drink in connection with an authorized catered function.

*Authorized catered function* means an event at a location not otherwise licensed for consumption of alcoholic beverages by the drink at which alcoholic beverages are furnished, served, sold and dispensed to persons present at the event, by the drink, pursuant to a permit obtained under this section.

**Sec. 6-702. – License Requirements and Restrictions.**

An Alcoholic Beverage Caterer, after properly obtaining a license to do so, may engage in the service and sale of malt beverages, wine or spiritous liquors by the drink at authorized catered functions as follows:

- (a) Licenses may be obtained for the purposes of selling or dispensing alcoholic beverages by the drink on premises on which authorized catered functions are to be held.
- (b) Such license may be obtained only by those persons, firms, or corporations with a valid local beverage alcohol license and a valid state retail dealer license.
- (c) Such licenses shall only authorize the Alcoholic Beverage Caterer to sell those alcoholic beverages for which he or she is licensed.

- (d) Before a licensed Alcoholic Beverage Caterer may sell, serve or dispense alcoholic beverages at any authorized catered function, such Alcoholic Beverage Caterer shall obtain an event permit from the City at least ten (10) business days prior to the event.
- (e) The application for an event permit shall include the name of the licensed Alcoholic Beverage Caterer, the Alcoholic Beverage Caterer’s license number, and the date, address and time of the event.
- (f) No event permit fee shall be charged for the Alcoholic Beverage Caterers licensed by the City.
- (g) For Alcoholic Beverage Caterers licensed by jurisdictions other than the City, a permit fee of \$250.00 per event shall be charged.
- (h) The event permit shall be good for the specific event at the specific address and times set forth in the application.
- (i) The event permit and a copy of the Alcoholic Beverage Caterer’s state and local licenses shall be kept in the vehicle used to transport alcoholic beverages to the event at all times during which the event permit is in effect.
- (j) Caterers licensed by the City or any other jurisdiction shall maintain records of alcoholic beverages transported for each event as may be required by state law.

**Sec. 6-703. – Age Restrictions.**

No licensed Alcoholic Beverage Caterer shall employ any person under twenty-one (21) years of age to dispense, serve, sell or handle alcoholic beverages at authorized catered functions.

**Sec. 6-704. – Excise Taxes.**

Excise taxes are imposed upon Alcoholic Beverage Caterers and shall be paid as required by this chapter and Georgia law.

**Sec. 6-705. – State Law Compliance.**

The licensed Alcoholic Beverage Caterer shall comply with all provisions set forth in this chapter and shall be subject to the restrictions found in O.C.G.A. § 3-11-4.

**Sec. 6-706. – Investigative and administrative costs.**

Each application seeking a license to sell alcoholic beverages as an Alcoholic Beverage Caterer shall be accompanied by a certified check for the full amount of the license or registration fee, together with a separate certified check or cash in the amount of \$250.00 to defray investigative and administrative costs. If the application is denied and the license refused, the deposit representing the license fee shall be refunded; but the \$250.00 cost paid for investigation and administration shall be retained. However, any person applying for more than one (1) license shall pay only one (1) fee to defray investigative and administrative expenses, which fee shall be the largest of the investigative and administrative fees authorized under this chapter. Any applicant for a license or registration under this article who has in existence at the time of making the new application an existing license or active registration under this article shall pay no investigative and administrative costs.

**Sec. 6-707. – Timing of Sales or Consumption.**

All sales of alcoholic beverages or consumption of alcoholic beverages at authorized catered events shall comply in all

respects to the time restrictions found in sections 6-84 and 6-108 herein.

**Secs. 6-708—6-730. - Reserved.**

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**CHAPTER 6 – ALCOHOLIC BEVERAGES**

**ARTICLE I. - IN GENERAL**

**State Law reference**— Georgia Alcoholic Beverage Code, O.C.G.A. § 3-1-1 *et seq.*; public drunkenness, O.C.G.A. § 16-11-41; furnishing alcoholic beverages to persons under 21 years of age, jurisdiction of municipal courts, O.C.G.A. § 36-32-10; driving under the influence of alcohol or drugs, O.C.G.A. § 40-6-391.

**Sec. 6-1. - Definitions.**

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Alcohol* means ethyl alcohol, hydrated oxide of ethyl, or spirits of wine, from whatever source or by whatever process produced.

*Alcoholic beverage* means and includes all alcohol, distilled spirits, beer, malt beverage, wine or fortified wine as defined in this section.

*Beer* or *malt beverage* means any alcoholic beverage obtained by the fermentation of any infusion or decoction of barley, malt, hops, or any other product, or any combination of such products in water containing not more than fourteen percent (14%) alcohol by volume, and including ale, porter, brown, stout, lager, beer, small beer and strong beer. The term "malt beverage" does not include sake, known as Japanese rice wine.

*Brewery* means a large or industrial scale manufacturer of alcoholic malt beverages for the purpose of wholesale distribution. Such use must be connected to public water and sewer.

*Brewpub* means any restaurant in which malt beverages are manufactured, subject to the barrel production limitation prescribed in O.C.G.A. § 3-5-36. Barrels of malt beverages sold to licensed wholesale dealers for distribution or to the public for consumption off the premises as authorized by State law shall not be used when determining the total annual gross food and beverage sales as required under this chapter.

*Distilled spirits* or *spirituous liquor* means any alcoholic beverage obtained by distillation or containing more than twenty-one percent (21%) alcohol by volume, including but not limited to, all fortified wines.

*Distiller* means a manufacturer of distilled spirits.

*Distillery* means a large or industrial scale manufacturer of alcoholic distilled spirits for the purpose of wholesale distribution. Such use must be connected to public water and sewer.

*Eating establishment* means any public place, including a place available for rental by the public, selling prepared food for consumption by the public on the premises with a full service kitchen. A full service kitchen will consist of a three-compartment pot sink, a stove or grill permanently installed, and refrigerator, all of which must be approved by the health and fire departments. An eating establishment will be prepared to serve food every hour they are open.

*Fortified wine* means any alcoholic beverage containing more than twenty-four percent (24%) alcohol by volume made from fruits, berries, or grapes, either by natural fermentation or by natural fermentation with

brandy added. Fortified wine includes, but is not limited to, brandy.

*Governing authority* means the mayor and council of the City of Monroe.

*Growler* means a reusable, resealable, and professionally sanitized glass jug used to transport malt beverages or wine for off-premises consumption that is not to exceed sixty-four (64) ounces and is filled with malt beverages or wine from a keg by a licensee, or an employee of a licensee, with a malt beverage and/or wine license for consumption off premises issued by the City of Monroe.

*Hotel* means any facility, or any portion of a facility, where a room, rooms or lodgings are furnished for value to any person, persons or legal entity, including a hotel, motel, inn, bed and breakfast, lodge, or any other place in which rooms, lodgings or accommodations are regularly furnished for value. For the purposes of this article, such hotel shall maintain a minimum of four (4) separate and distinct rooms available for hire. Motels and bed and breakfast establishments meeting the qualifications set out in this definition for hotels shall be classified in the same category as hotels.

*Indoor commercial recreational establishment* means and is limited to an establishment which:

- (1) Regularly serves prepared food, with a full service kitchen (a full service kitchen will consist of a three-compartment pot sink, a stove or grill permanently installed, and a refrigerator, all of which must be approved by the health and fire departments), prepared to serve food every hour they are open and deriving at least seventy percent (70%) of its total annual gross sales

from the sale of prepared meals or foods and recreation activities; and

- (2) Wherein the sale of food and alcoholic beverages is incidental to its primary enterprise and activity on the premises.

The primary activity on the premises of the indoor commercial recreational establishment shall be family-oriented in nature, generally meaning a use which attracts a range of individuals from all age groups. Uses may specifically include, but are not limited to, dinner theatres, bowling centers, and other similar uses. Outdoor commercial recreation is not included, nor shall concession sales of alcoholic beverages be permitted. Bingo parlors, dance halls, nightclubs, taverns, billiard parlors, video arcades, skating arenas, adult entertainment and/or sexually related entertainment activities, and similar uses are specifically excluded from this definition of indoor commercial recreational establishments.

*Indoor publicly owned civic and cultural center* means and is limited to publicly owned establishments in which:

The sale of food and alcoholic beverages are incidental to its primary enterprise and activity on the premises. Indoor publicly owned civic and cultural centers may include any publicly owned building or facility where events or functions are held for the purpose of recognizing and advancing the civic, cultural, artistic and entertainment interests of the City of Monroe.

*License* means an authorization granted by the City to operate as a retail consumption dealer, retail package dealer, or wholesale dealer or manufacturer as outlined under this chapter.

*Licensee* means the individual to whom a license is issued or, in the case of a



partnership, corporation or limited liability company, all partners, officers, and directors of the partnership, corporation or limited liability company.

*Liter* means a metric measurement currently used by the United States.

*Manufacturer* means any maker, producer, or bottler of an alcoholic beverage. The term "manufacturer" also means in the case of distilled spirits, any person engaged in distilling, rectifying, or blending any distilled spirits; in the case of malt beverage, any brewer.

*Micro Brewery* shall mean a manufacturer of malt beverages of up to fifteen thousand (15,000) barrels per year for the purpose of wholesale distribution of a majority of its product with incidental sales to the public either for on-site consumption or for package sales carryout not to exceed two hundred twenty-eight (288) ounces per person per day. Such use must be connected to public water and sewer. (No restaurant component).

*Micro Distillery* shall mean a producer of alcoholic distilled spirits of up to five hundred (500) barrels per year for the purpose of wholesale distribution with incidental retail sales to the public for on-site consumption. Such use must be connected to public water and sewer. (No restaurant component).

*Package* means a bottle, can, keg, barrel, or other original consumer container. Retail package alcoholic beverages shall include all alcoholic beverages in their original container, sold at retail to the final consumer, and not for resale.

*Person* means any individual, firm, partnership, cooperative, nonprofit membership corporation, joint venture, association, company, corporation, agency, syndicate, estate, trust, business trust, receiver, fiduciary, limited liability company

or other group or combination acting as a unit, body politic, or political subdivision, whether public, private, or quasipublic.

*Retail consumption dealer* means any person who sells alcoholic beverages for consumption on the premises, at retail, only to consumers and not for resale.

*Retail package dealer* means any person who sells unbroken packages, at retail, only to consumers and not for resale.

*Special events facility* means a facility that meets all of the following criteria:

- a. Is regularly available for use to public or private groups or persons for a fee;
- b. Regularly is rented for a fee for special occasions such as weddings, meetings, banquets, catered events, parties or similar gatherings;
- c. Is located within either the boundaries of the Downtown Development Authority of the City of Monroe, or the City of Monroe's Designated Historic Districts;
- d. Hosts a minimum of eighteen (18) events for a fee per calendar year;
- e. Consists of a minimum of one thousand (1,000) square feet of rentable meeting and/or event space;
- f. Has adequate and accessible restroom facilities.

*Wholesaler or wholesale dealer* means any person who sells alcoholic beverages to other wholesale dealers, to retail package dealers, or to retail consumption dealers.

*Wine* means any alcoholic beverage containing not more than twenty-four percent (24%) alcohol made from fruits, berries, or grapes either by natural fermentation or by natural fermentation with brandy added. Wine includes, but is not

limited to, all sparkling wines, champagnes, combinations of such beverages, vermouths, special natural wines, rectified wines, and like products. The term "wine" does not include cooking wine mixed with salt or other ingredients so as to render it unfit for human consumption as a beverage. A liquid shall first be deemed to be a wine at the point in the manufacturing process when it conforms to the definition of wine contained in this section.

**State Law reference**— Similar provisions, O.C.G.A. § 3-1-2.

**Sec. 6-2. - Penalties for violation of chapter.**

Any person convicted of a violation of this chapter shall be punished as provided in section 1-11 of this Code of Ordinances, or otherwise as may be provided by applicable law.

**Sec. 6-3. - Sale in the City; license a privilege.**

- (a) Alcoholic beverages may be sold in the City only under a license granted by the city council upon the terms and conditions provided in this chapter.
- (b) All licenses in this chapter shall be a mere grant of privilege to carry on the business during the term of the license, subject to all terms and conditions imposed by this chapter and state law.
- (c) All licenses pursuant to this chapter shall have printed on the front these words: "This license is a mere privilege subject to be revoked and annulled, and is subject to any further ordinances which may be enacted."
- (d) Any holder of a license issued pursuant to this chapter is required to apply for and obtain an alcoholic beverage license

from the state before any sales commence. Additionally, City licensees are required to abide by all applicable state regulations and laws.

**State Law reference**— Permit or license from governing authority required for wholesale or retail sales of alcoholic beverages; due process guidelines; fingerprints, O.C.G.A. § 3-3-2.

**Sec. 6-4. - Sale or possession for sale without license or beyond boundaries of premises covered by license.**

It shall be unlawful for any person, corporation, partnership or other legal entity to sell, or possess for the purpose of sale at any business location any alcoholic beverage where the person does not have a license granted by the City to sell or possess for sale these alcoholic beverages, or to sell or make deliveries beyond the boundaries of the premises covered by the license.

**State Law reference**— Licenses, § 3-3-3; violation of criminal provisions of title, § 3-1-4; dealing in alcoholic beverages declared privilege, § 3-3-1.; jurisdiction of municipal courts, § 36-32-1 *et. seq.*

**Sec. 6-5. - Separate application and separate license for each location of sale.**

Separate applications must be made for each location and separate licenses must be issued.

**Sec. 6-6. - Application forms.**

- (a) All persons desiring to sell alcoholic beverages shall make application on the forms prescribed by the code enforcement officer.
- (b) The application shall include, but shall not be limited to, the name and address of the applicant; the proposed business to

be carried on; if a partnership, the names and residence address of the partners; if a limited liability company, the name and address of the manager(s) and the name of any person or legal entity owning at least twenty percent (20%) of the limited liability company; if a corporation, the names of the officers, the name and address of the registered agent for service of process, the name of the manager(s), and the name of all shareholders holding at least twenty percent (20%) of any class of corporate stock, or any other entity having a financial interest in each entity which is to own or operate the establishment for which a license is sought. If the manager changes, the applicant must furnish the code enforcement officer the name and address of the new manager and other information as requested within ten (10) days of such change.

- (c) All applicants shall furnish data, fingerprints, financial responsibility and other records as required by the code enforcement officer and to ensure compliance with the provisions of this chapter. Failure to furnish data pursuant to such request shall automatically serve to dismiss the application with prejudice.
- (d) All applications shall be sworn to by the applicant before a notary public or other officer empowered by law to administer oaths.
- (e) In all instances in which an application is denied under the provisions of this chapter the applicant may not reapply for a license for at least one (1) year from the final date of such denial.
- (f) The code enforcement officer shall provide written notice to any applicant whose application is denied under the provisions of this chapter. Such written notification shall set forth in reasonable detail the reasons for such denial and

shall advise the applicant of the right to appeal under the provisions of this chapter.

**Sec. 6-7. - Withdrawal of application.**

Any license application made pursuant to this chapter may be withdrawn by the applicant at any time. If the application is withdrawn before the license is issued, any sums deposited as license fees will be refunded. After issuance of the license, no refunds will be made. No refunds shall be made under any circumstances for investigative and administrative expenses required under this chapter.

**Sec. 6-8. - Licensing qualifications.**

- (a) No license for the sale of alcoholic beverages shall be granted to any person who is not a citizen of the United States or an alien lawfully admitted for permanent residence.
- (b) Where the applicant is a partnership, limited liability company or corporation, the provisions of this section shall apply to all its partners, officers, manager(s) and majority stockholders. In the case of a corporation, the license shall be issued jointly to the corporation and the majority stockholder, if an individual. Where the majority stockholder is not an individual, the license shall be issued jointly to the corporation and its agent registered under the provisions of this subsection. In the case of a partnership, the license will be issued to all the partners owning at least twenty percent (20%) of the partnership. If no partner owns twenty percent (20%) of the partnership, then the general partner, managing partner or the partner with the greatest ownership will be licensed. In the case of a limited liability company, the license will be issued jointly to the

limited liability company and manager(s).

- (c) No person, firm, limited liability company or corporation shall be granted any alcoholic beverage license unless it shall appear to the satisfaction of the city attorney that such person, manager(s), partners in the firm, or officers and directors of the corporation have not been convicted or pleaded guilty or entered a plea of nolo contendere to and have been released from parole or probation concerning any crime involving moral turpitude, illegal gambling or illegal possession or sale of controlled substances or the illegal possession or sale of alcoholic beverages, including the sale or transfer 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 within a period of ten (10) years immediately prior to the filing of such application. At the time an application is submitted for any alcoholic beverage license, the applicant shall, by a duly sworn affidavit, certify that neither the applicant, nor any of the other owners of the establishment, has been convicted or has pleaded guilty or entered a plea of nolo contendere to any crime involving moral turpitude, illegal gambling or illegal possession or sale of controlled substances or the illegal possession or sale of alcoholic beverages, including the sale or transfer 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 within a period of ten (10) years immediately prior to the filing of such application. Should any applicant,

partner, shareholder, manager or officer instrumental in the sale or dispensing of any alcoholic beverage, after a license has been granted, be convicted or plead guilty or nolo contendere to a crime involving moral turpitude, illegal gambling or illegal possession or sale of controlled substances or the illegal possession or sale of alcoholic beverages, including the sale or transfer 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, the license issued hereunder shall be immediately revoked and cancelled.

- (d) No license for the sale of alcoholic beverages shall be granted to any person convicted under any federal, state or local law of any felony, within fifteen (15) years prior to the filing of application for such license.
- (e) No license for the sale of alcoholic beverages shall be granted to any person who has had any license issued under the police powers of the City previously revoked within two (2) years prior to the filing of the application.
- (f) The code enforcement officer may decline to issue a license when any person having any ownership interest in the operation of such place of business or control over such place of business does not meet the same character requirements as set forth in this section for the licensee.
- (g) All licensed establishments must have and continuously maintain in ~~the~~ [CityWalton County, Georgia](#), a registered agent upon whom any process, notice or demand required or permitted by law or under this chapter to be served upon the licensee or owner

may be served. This person must be a resident of ~~the CityWalton County~~, or a licensed attorney practicing law that maintains an office in ~~the CityWalton County~~. The licensee shall file the name of such agent, along with the written consent of such agent, with the code enforcement officer and shall be in such form as he may prescribe.

(h) All applicants for any alcoholic beverage license must be of good character, and all operators, managers, clerks, or other employees shall be of like character. Corporate or firm applicants shall be of good business reputation.

(i) A license application may be denied to any applicant for any alcoholic beverage license where it appears that the applicant would not have adequate financial participation in the proposed business to direct and manage its affairs, or where it appears that the application is intended to be a mere surrogate for a person or persons who would not otherwise qualify for a license for any reason whatsoever.

(j) The mayor and city council in its discretion may consider any extenuating circumstances which may reflect favorably or unfavorably on the applicant, application or the proposed location of the business. If in its judgment, circumstances are such that the granting of the license would not be in the best interests of the City or general public, such circumstances may be grounds for denying the application.

(k) The mayor and city council shall have the right to examine, or cause to be examined, under oath, any applicant for a local license or for a renewal thereof, or

any licensee upon whom notice of revocation or suspension has been served as provided by statute, and to examine or cause to be examined the books and records of any such applicant or licensee; to hear testimony and take proof for his information in the performance of his duties, and for such purpose to issue subpoenas which shall be effective in any part of this state.

**State Law reference**— Governing authority shall set forth ascertainable standards pertaining to the granting, refusal, suspension or revocation of alcoholic beverage permits or licenses, O.C.G.A. § 3-3-2.

**Sec. 6-9. - Distance requirements.**

(a) No person may sell any malt beverage or wine for off premises consumption in or within one hundred (100) yards of a church building, school, school grounds or college campus.

(b) Except for those licensees located in the Monroe Historic Downtown Entertainment District as defined herein, no person may sell any alcoholic beverage for on premises consumption in or within one hundred (100) yards of a church building, school, school grounds or college campus.

(c) As used in this section, the term "school building," "school," "school grounds" or "educational building" shall apply only to state, county, city, or church school buildings and to such buildings at such other schools in which are taught subjects commonly taught in the common schools, universities and colleges of this state and which are public schools or private schools as

defined in O.C.G.A. § 20-2-690(b). The term "school building" and "educational building" includes only those structures in which instruction is offered. The term "school grounds" shall apply only to the parcel or parcels of land on which a school, school building or educational building is located.

- (d) The term "church building" as used in this section shall mean the main structure used by any religious organization for purposes of worship.
- (e) The requirements for minimum distance from a church building, located in a shopping center as defined by the latest Illustrated Book of Development Definitions (copyright 2004 by Rutgers) or in the Monroe Historic Downtown Entertainment District shall not apply to any new license for retail package sales.
- (f) For purposes of this section, distance shall be measured by the most direct route of travel on the ground and shall be measured in the following manner:
  - (1) From the main physical entrance (i.e. the front door) of the establishment from which alcoholic beverages are sold or offered for sale;
  - (2) In a straight line, regardless of obstructions, to the nearest public sidewalk, walkway, street, road or highway by the nearest route;
  - (3) Along such public sidewalk, walkway, street, road or highway by the nearest route;
  - (4) To the main physical entrance (i.e. the front door) of the church building, school building or college campus.
- (g) No location which is licensed to sell alcoholic beverages on the effective date of the ordinance from which this section

is derived shall be denied continued operation under an existing license, or denied any renewal of such license, nor shall any new owner of the location be denied a new license based upon the measurements set forth in this section.

- (h) As to any location licensed in the future, if the distance requirements in this section are met at the time of issuance of any license, the subsequent opening and operation of a church or school within the distance prohibited herein shall not prevent the continuance of an existing license or the renewal thereof or the issuance of a new license to any subsequent owner of such property; provided, however, that the distance requirements herein shall not apply at any location for which a new license is applied for if the sale of alcoholic beverages was lawful at such location at any time during the six (6) months immediately preceding such application.

**State Law reference**— Sales of alcoholic beverages near churches, schools or college campus, O.C.G.A. § 3-3-21.

**Sec. 6-10. - License fee scale.**

Before a license shall be granted, the applicant therefor shall comply with all rules and regulations adopted by the mayor and city council regulating the sale of alcoholic beverages and each applicant shall pay a license fee in accordance with the scale fixed, from time to time, by the mayor and city council contained in section 6-11 and kept on file with the code enforcement officer.

**Sec. 6-11. - Fees enumerated.**

License fees applicable to this chapter shall be as follows:

- (1) Retail dealers of distilled spirits to be consumed on the premises, \$3,000.00 per year.
- (2) Retail dealers of beer and wine to be consumed on the premises, \$1,000.00 per year.
- (3) Retail dealers of beer and wine sold in original packages for consumption off the premises, \$2,000.00 per year.
- (4) Wholesale dealers in beer and wine, whose principal place of business is in the City, \$1,500.00 per year.
- (5) Wholesale dealers in distilled spirits whose principal place of business is in the City, \$2,000.00 per year.
- (6) Wholesale dealers in alcoholic beverages whose principal place of business is not in the City, \$100.00 per year.
- (7) Temporary license for nonprofit organizations, \$25.00 per day, maximum ten (10) days per year.
- (8) Temporary license for for-profit organizations, \$150.00 per day, maximum ten (10) days per year.
- (9) Non profit private club, beer and wine to be consumed on the premises, \$600.00 per year; Sunday sales, \$150.00 per year additional.
- (10) Non profit private club, distilled spirits to be consumed on the premises, \$600.00 per year; Sunday sales, \$150.00 per year additional.
- (11) Hotel-motel "in-room service," \$250.00 per year.
- (12) Distilleries or Micro-Distilleries, \$1,500.00 per year.

- (13) Breweries or Micro-Breweries, \$1,000.00 per year.
- (14) Brewpubs, \$750.00 per year.
- (15) Beer and Wine Amenities License, \$100.00 per year.

(16) Alcoholic Beverage Caterer beer and wine license, \$1,000.00 per year.

(17) Alcoholic Beverage Caterer distilled spirits License, \$1,000.00 per year.

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**Sec. 6-12. - Collection of fee or tax sums due.**

If any person shall fail to pay any sums due under this chapter, the code enforcement officer or designee shall issue an execution against the person so delinquent and his property, for the amount of the delinquent fee or tax.

**Sec. 6-13. - Transferability of license.**

- (a) No license for the sale of alcoholic beverages shall be transferable, except as otherwise provided in this section.
- (b) In case of the death of a licensee, the establishment shall be allowed to continue to sell alcoholic beverages for a period of forty-five (45) days from the date of death or until expiration of the license or until approval of a new licensee, whichever shall first occur.
- (c) If a license is surrendered or a licensee severs his association with a licensed establishment, the establishment may continue to sell alcoholic beverages for a period of forty-five (45) days from the date of surrender, or from the date determined by the code enforcement officer to be the date of severance, provided a new application for a license

is made within ten (10) days of surrender or severance. Upon issuance of a new license, the authorization to sell under the previous license shall be revoked by operation of law. No additional license fees shall be required during the period for which the original license was issued.

- (d) Nothing in this section, however, shall prohibit one (1) or more of the partners of a partnership holding a license to withdraw from the partnership in favor of one (1) or more of the partners who were partners at the time of the issuance of the license. Further, this section shall not prohibit transfer of stock between persons who held stock in the corporation at the time of issuance of the license.
- (e) Except as provided in subsections (a) through (d) of this section, any change in the ownership of any entity holding a license hereunder shall cancel and revoke any license pursuant to this chapter automatically, without the necessity of any hearing.
- (f) Violation of this section shall result in revocation of the license being used and subject the license holders to penalties as outlined in section 6-2. No license will be issued to the old or the new owner in the city for one (1) year from the date of any such violation.
- (g) Should a licensee make application to the code enforcement officer for a transfer of location and should such a transfer of a location be approved, with no change of ownership of the business, the license fee paid for the previous license shall be applied to the new location. Each applicant for a transfer of location shall pay a transfer fee in the amount of \$300.00.

**Sec. 6-14. - Display of license at place of business.**

The City alcoholic beverage license shall at all times be kept plainly exposed to view to the public at the place of the business of the licensee.

**Sec. 6-15. - Expiration; renewal of license.**

All licenses granted hereunder shall be for the calendar year and shall expire automatically every December 31 of each calendar year. The full license fee must be paid for a license application filed prior to July 1 of the license year. One-half (1/2) of a full license fee shall be paid for any license application filed after July 1 of the license year, except for applications for temporary licenses under section 6-11 (7) and section 6-11 (8), which shall not be reduced.

**Sec. 6-16. - Automatic license forfeiture for nonuse.**

Any holder of any license hereunder who shall for a period of three (3) consecutive months after the license has been issued cease to operate the business and sale of the product or products authorized shall after the said three-month period automatically forfeit the license without the necessity of any further action.

**Sec. 6-17. - Suspension or revocation of license.**

- (a) A license may be suspended or revoked by the code enforcement officer where the licensee furnishes fraudulent or untruthful information in the application for a license and for failure to pay all fees, taxes or other charges imposed under the provisions of this chapter.
- (b) Whenever the State shall revoke any permit or license to sell alcoholic beverages, the City license issued hereunder shall thereupon be automatically revoked. The chief of police, upon notice of this revocation



from the code enforcement officer, shall take the necessary steps to see that signs are removed and that all alcoholic beverage sales cease.

- (c) Any licensed establishment that is found to be in violation of section 6-38 or 6-41 shall be subject to immediate license revocation.
- (d) The code enforcement officer shall revoke the license of any licensee whose license has been suspended two (2) or more times in any consecutive twelve-month period.
- (e) The code enforcement officer shall revoke the license for any premises where alcoholic beverages have been sold or distributed during a period of suspension.
- (f) The code enforcement officer may suspend or revoke the license of any establishment which does not meet the licensing qualifications set forth in this chapter at any time such knowledge becomes known to him.
- (g) An act or omission of a licensee, owner of more than twenty percent (20%) interest in the licensed establishment, or employee of the licensee or licensed establishment willingly or knowingly performed which constitutes a violation of federal or state law relating to alcoholic beverages or of any provision of this chapter, will subject the licensee to suspension or revocation of its license in accordance with the provisions of this chapter, when the code enforcement officer determines to his own satisfaction that the act or omission did occur, regardless of whether any criminal prosecution or conviction ensues; provided, however, in the case of an employee, the code enforcement officer must determine that the acts of the employee were known to or under

reasonable circumstances should have been known to the licensee, were condoned by the licensee, or where the licensee has not established practices or procedures to prevent the violation from occurring.

- (h) Whenever it can be shown that a licensee under this chapter no longer maintains adequate financial responsibility upon which issuance of the license was conditioned, or whenever the licensee has defaulted in any obligation of any kind whatsoever, lawfully owing to the City, the license shall be revoked.
- (i) Wherever this chapter permits the code enforcement officer to suspend any license issued under this chapter but does not mandate the period of such suspension, such discretion shall be exercised within the guidelines of this subsection.
  - (1) No suspension shall be for a period of time longer than the time remaining on such license.
  - (2) The following factors shall be considered on any revocation or suspension as set out above:
    - (a) Consistency of penalties mandated by this chapter and those set by the code enforcement officer.
    - (b) Likelihood of deterring future wrongdoing.
    - (c) Impact of the offense on the community.
    - (d) Any mitigating circumstances or remedial or corrective steps taken by the licensee.
    - (e) Any aggravating circumstances or failure by the licensee to take remedial or corrective steps.

**Sec. 6-18. - Hearings.**

- (a) No license shall be denied, suspended or revoked without the opportunity for a hearing as hereinafter provided.
- (b) The code enforcement officer shall provide written notice to the applicant or licensee of the order to deny, suspend or revoke the license. Such written notification shall set forth in reasonable detail the reasons for such action and shall notify the applicant or licensee of the right to appeal under the provisions of this chapter. Any applicant or licensee who is aggrieved or adversely affected by a final action of the code enforcement officer may have a review thereof by appeal to the mayor and city council. Such appeal shall be by written petition, filed in the office of the code enforcement officer within fifteen (15) days after the final order or action of the code enforcement officer and, in order to defray administrative costs, must be accompanied by a filing fee of Fifty Dollars (\$50.00). The code enforcement officer, at his discretion, may waive or reduce the filing fee amount if it is determined the fee would create a hardship on the individual filing said appeal. The mayor and city council may, at the request of the appellant, refund the filing fee by a majority vote.
- (c) The mayor and city council shall determine all issues under this appeal process by a majority vote. Should the mayor and city council be unable to reach a decision by majority vote, the action taken by the code enforcement officer shall be upheld automatically.
- (d) A hearing shall be conducted on each appeal within forty-five (45) days of the date of filing with the code enforcement officer unless a continuance of such date is agreed to by the appellant and the code

enforcement officer. The appellant at such hearing shall have the right to be represented by an attorney, at the expense of the appellant, and to present evidence and cross examine witnesses. Should the appellant desire an official transcript of the appeal proceedings, then such request must be made at least three days prior to such hearing. The appellant shall have the burden of proof on any such appeal. Before hearing an appeal, each member of the city council shall sign an affidavit to be part of the record that he is not related to any owner of the licensed establishment in question in the appeal being considered and that he has no financial interest in the outcome of the appeal. Should any council member be unable to sign such an affidavit, that member shall not serve on that appeal and the case shall be heard by the remaining members of the city council.

- (e) The findings of the mayor and city council shall be forwarded to the code enforcement officer within fifteen (15) days after the conclusion of the hearing, and it shall be the duty of the code enforcement officer to notify the appellant of the decision of the mayor and city council.
- (f) The findings of the city council shall be final unless appealed within thirty (30) days of the date of said finding by writ of certiorari to the Superior Court of Walton County pursuant to O.C.G.A. § 5-4-3.

**Sec. 6-19. - Notice.**

For the purpose of this chapter, notice shall be deemed delivered three (3) days after the date of deposit to the United States Postal Service by certified mail or statutory overnight delivery.

**Sec. 6-20. - Advertising; location requirements; signs.**

- (a) Except for those licensees located in the Monroe Historic Downtown Entertainment District, signs or displays advertising, promoting the use of, or otherwise related to alcoholic beverages in any manner aside from that described in subsection (c) of this section may not be placed in exterior windows for view from the public right-of-way.
- (b) Except for those licensees located in the Monroe Historic Downtown Entertainment District no licensee shall use signs or any other visible means of advertising the sale of alcoholic beverages on the outside of the building in which the business of the licensee is located.
- (c) Any on premises consumption licensee under this chapter shall be permitted to use and advertise the words "your favorite beverages served" or an equivalent phrase to advertise that alcoholic beverages by the drink may be purchased at that licensed business establishment.
- (d) Any and all signage permitted hereunder must be displayed in compliance with the City of Monroe Zoning Ordinance as currently enacted or hereafter amended.
- (e) The exterior of each building in which alcoholic beverages are sold shall contain sufficient lighting so that all sides of the building and all entrances thereto are clearly visible at all times when the premises are open for business.

**Sec. 6-21. - Audits of licensees.**

- (a) If the code enforcement officer deems it necessary to conduct an audit of the

records and books of the licensee, he shall notify the licensee of the date, time and place of the audit. The code enforcement officer may designate the City's internal auditor or other designated person to perform any audit authorized in this chapter. The licensee shall cooperate with the audit or forfeit any license(s) issued under this chapter.

- (b) All licensed establishments must maintain the following records for a three-year period and make them available for audit at the licensed premises:
  - (1) Monthly income or operating statements;
  - (2) Daily sales receipts showing liquor, beer, wine and food sales separately (this requirement does not apply to package beer and wine licensees);
  - (3) Daily cash register receipts such as Z tapes or guest tickets;
  - (4) Monthly state sales and use tax reports;
  - (5) Federal income tax returns with all Form 1099s and W-2s.

**Sec. 6-22. - Retailer to purchase from licensed wholesaler only.**

- (a) No retailer shall purchase alcoholic beverages from any person other than a wholesaler licensed under this chapter. No wholesaler shall sell any alcoholic beverage to anyone other than a retailer licensed under this chapter; provided, however, that this section shall not prohibit the purchase by one retailer of another retailer's entire stock in a bona fide purchase of an ongoing business.
- (b) The code enforcement officer or his designee may request, from time to time, information concerning purchases and

sales of alcoholic beverages from retailers and wholesalers.

**Sec. 6-23. - Retail consumption dealers to store inventory only on premises.**

No retail consumption dealer licensed under this chapter shall keep any alcoholic beverages at any place except the licensed place of business. No retail consumption dealer shall be permitted to enter into any type of arrangement whereby alcoholic beverages owned by a licensee are stored by a licensed wholesaler.

**Sec. 6-24. - Bring your own bottle (brown bagging) prohibited.**

Except where allowed in this chapter in regard to corkage services in section 6-109 and special event facilities in article VII, no person shall bring his or her own alcoholic beverage, into any establishment either licensed or unlicensed to serve alcoholic beverages.

**Sec. 6-25. - Addition to contents of alcoholic beverages prohibited.**

No one shall add to or permit the adding to any alcoholic beverage or refill any alcoholic beverage manufacturer's container in any manner.

**Sec. 6-26. - Poured alcohol to be transported by employees.**

Poured alcoholic beverages will be transported from point of dispensing to the customer by certified employees only.

**Sec. 6-27. - Licensees to maintain a copy of this chapter; employees to be familiar with terms; licensee responsible for violations.**

Each licensee licensed under this chapter shall keep a copy of this chapter in the licensed premises and shall instruct any person working there with respect to the

terms, conditions and requirements of this chapter; and each licensee, the licensee's agents and employees selling alcoholic beverages shall at all times be familiar with the terms of this chapter.

**Sec. 6-28. - Employment of underage persons prohibited; exceptions.**

- (a) No person shall allow or require a person in his employment under eighteen (18) years of age to dispense, serve, sell, or take orders for any alcoholic beverage.
- (b) The provisions of this section shall not prohibit persons under eighteen (18) years of age who are employed in supermarkets or convenient stores from selling or handling alcoholic beverages which are sold for consumption off the premises.

**Sec. 6-29. - Failure to require and properly check identification.**

It shall be a violation of this chapter not to require and properly check identification to ensure an underage person is not sold, served, or permitted to have in his possession, alcoholic beverages while in a licensed establishment. The term "identification" in this section shall mean any document issued by a governmental agency containing a description of the person, such person's photograph, and giving such person's date of birth and shall include, without being limited to, a passport, military ID card, driver's license or state department of public safety ID card.

**Sec. 6-30. - Prohibited Actions of Licensees; Penalties.**

- (a) No licensee or employee of a licensee under this chapter, shall do any of the following upon the licensed premises:

- (1) Sell or offer to sell any distilled spirits, wines, malt beverages, or any other alcoholic beverage to any person under the age of twenty-one (21) years.
- (2) Sell or offer to sell any alcoholic beverages to any person who is noticeably intoxicated whose intemperate habits are known to the licensee or his employees.
- (3) Sell alcoholic beverages upon the licensed premises or permit alcoholic beverages to be consumed thereon, on any day or at any time when the sale or consumption is prohibited by law.
- (b) No person who holds a license to sell alcoholic beverages by the drink shall allow any minors to be in, frequent or loiter about the licensed premises of the establishment unless such minors are accompanied by a parent, legal guardian, or custodian; provided, however, that such minors shall be permitted in eating establishments, indoor commercial recreational establishments, or private clubs as defined in this chapter without being accompanied by a parent, legal guardian, or custodian and provided further that this section shall not apply to minors who are employees under this chapter.
- (c) Any licensed establishment where two (2) or more violations of this section, or O.C.G.A. § 3-3-23 have occurred within any 24-month period shall be punished as follows:
  - (1) For the second violation within any 24-month period, suspension of said license(s) for a period not to exceed ninety (90) days.

- (2) For the third and any subsequent violation within any 24-month period, suspension of license(s) for a period not to exceed one (1) year.

**State Law reference—** Furnishing to, purchase of, or possession by persons under twenty-one (21) years of age of alcoholic beverages; use of false identification; proper identification for sale of alcoholic beverages; dispensing, serving, etc., of alcoholic beverages by persons under twenty-one (21) years of age in the course of employment; seller's duty to request proper identification, O.C.G.A. § 3-3-23.

**Sec. 6-31. - Purchase or possession of alcoholic beverages by underage persons.**

Except as otherwise authorized by law:

- (a) No person under twenty-one (21) years of age shall purchase, attempt to purchase, or knowingly possess any alcoholic beverage;
- (b) No person under twenty-one (21) years of age shall misrepresent such person's age in any manner whatsoever for the purpose of obtaining illegally any alcoholic beverage;
- (c) No person knowingly or intentionally shall act as an agent to purchase or acquire any alcoholic beverage for or on behalf of a person under twenty-one (21) years of age; and,
- (d) No person under twenty-one (21) years of age shall misrepresent his identity or use any false identification for the purpose of purchasing or obtaining any alcoholic beverage.

**State Law reference—** Similar provisions, O.C.G.A. § 3-3-23.

**Sec. 6-32. - Regulations as to employees and managers.**

The following regulations shall apply to all establishments holding a license for consumption of alcoholic beverages on the premises:

- (a) Any licensee for consumption on the premises shall require all persons employed as managers, servers, bartenders, doorpersons, or any other employee, agent or subcontractor with the responsibility for handling, serving, mixing or dispensing alcoholic beverages to obtain a server certification with proper training from a third party vendor approved by the City no later than three (3) days after commencement of his or her employment. The licensee or the employee of the licensee shall pay a fee as provided for by the third party vendor for such server certification.
- (b) The City may select one or more designated third party vendors approved for the issuance of server certifications. A list of designated vendors shall be kept by and made available to licensees by the code enforcement officer.
- (c) Any person who has been convicted of a violation of any law, ordinance or regulation governing the sale of alcoholic beverages, a violent crime or possession of illegal drugs in the three (3) years immediately preceding the date of the certification shall not be eligible to receive a server certification.
- (d) Only those persons maintaining a valid server certification required herein shall be permitted by a

licensee to dispense, pour, mix or otherwise handle any alcoholic beverage on behalf of said licensee. Licensees found to be in violation of this section shall be subject to penalties as set forth in section 6-2.

- (e) All licensees shall maintain on the licensed premises a written log of all employees, a copy of a government issued photo identification of each employee and proof of the server certification required for each employee. Upon the request of a City of Monroe police officer, the city marshal or code enforcement officer, the licensee or manager on duty must present a manifest indicating employees on duty required to hold such certification. Such records and manifests may also be kept by a third party vendor who shall provide access to the server certifications to the City upon request.
- (f) All persons required to maintain server certification under this section shall keep proof of the same on their person at all times while working in any licensed establishment and shall display the same upon the request of any police officer or code enforcement official of the City.
- (g) Any person required to maintain server certification under this section who is cited for a violation of this chapter or any state law governing dispensing of alcohol and who either enters a plea of guilty or nolo contendere or is convicted of such violation shall no longer be eligible for server certification for a period of three (3) years from the date of said plea or conviction.

**Sec. 6-33. - Open area and patio sales.**

- (a) Alcoholic beverage sales can be made by a licensed on-premises consumption establishment in a patio/open area type environment if the establishment has been approved to do so by the code enforcement officer.
- (b) The patio/open area shall be enclosed by some structure or stanchions providing for public ingress/egress only through the main licensed premises. The purpose of this requirement is to prevent a customer from leaving the outside sales area with an open drink without the licensee's knowledge.
- (c) The height of such structure shall be a minimum of three (3) feet above ground level. It does not have to be solid nor does it have to restrict visibility into or out of the patio/open sales area. It must be permitted and approved by the code enforcement officer or his designee.
- (d) The only exit from this type area is to be through the licensed establishment's main premises and through an approved fire exit, not for general public use unless an emergency exists.
- (e) If a licensee desires a patio/open sales area inside an existing structure, plans will be reviewed and approved on an individual basis by the code enforcement officer. Interior type patio/open sales areas must also meet the requirements of the City's development and fire codes.
- (f) Nothing contained in this section shall prohibit a hotel or motel with an on the premises consumption license from making sales and allowing consumption of alcoholic beverages in ballrooms, meeting rooms, reception rooms, or patio areas of such hotel or motel, provided such functions are catered in connection with a meeting, conference, convention or similar type gathering at

such hotel or motel. "Patio areas," as that term is used in this subsection, do not have to conform to the standards in this section.

**Sec. 6-34. - No consumption outside premises.**

- (a) Except as otherwise permitted in this chapter, it is prohibited for customers to leave a licensed premises with open alcoholic beverages, and it is the licensee's responsibility to ensure that no open beverages are sold and carried out. However, nothing in this section shall be construed to prohibit the carrying out of alcoholic beverages for consumption at a publicly owned or privately owned golf course.
- (b) Except as otherwise permitted in this chapter, it is prohibited for customers to gather outside an alcoholic beverage establishment and consume alcoholic beverages.
- (c) Except as otherwise permitted in this chapter, it is prohibited for the manager or any employee to allow persons to gather outside an alcoholic beverage establishment and consume alcoholic beverages.
- (d) Notwithstanding any other contrary provision of law, any eating establishment which is licensed to sell alcoholic beverages for consumption on the premises may permit a patron to remove one unsealed bottle of wine per patron for consumption off premises, if the patron has purchased a meal and consumed a portion of the bottle of wine which has been purchased on the premises with such meal. A partially consumed bottle of wine that is to be removed from the premises must be securely resealed by the licensee or its employees before removal from the premises. The partially consumed bottle

of wine shall be placed in a bag or other container that is secured in such a manner that it is visibly apparent if the container has been subsequently opened or tampered with, and a dated receipt for the bottle of wine and meal shall be provided by the licensee and attached to the container. If transported in a motor vehicle, the container with the resealed bottle of wine shall be placed in a locked glove compartment, a locked trunk, or the area behind the last upright seat of a motor vehicle that is not equipped with a trunk.

**Sec. 6-35. - Specifications of premises.**

No alcoholic beverage license shall be issued to any person unless the building in which the business will be located is complete and detailed plans of the building and outside premises are attached to the application, or unless proposed plans and specifications and a building permit of a proposed building to be built are attached to the application. The completed building or the proposed building shall comply with ordinances of the City, regulations of the state revenue commissioner and the State. The proposed building shall also be subject to final inspection and approval when completed by the code enforcement officer and the fire department. Each building in which the business will be located shall contain sufficient lighting so that the building itself and the premises on all sides of the building are readily visible at all times from the front of the street on which the building is located so as to reveal all of the outside premises of such building. Each applicant for an alcoholic beverage license shall attach to the application evidence of ownership of the building or proposed building, or a copy of the lease if the applicant is leasing the building. All premises for which an alcoholic beverage license shall be issued shall afford therein adequate sanitary and accessible toilet

facilities available for use by the public and shall be adequately illuminated so that all hallways, passage ways and open areas may be clearly seen by the customers therein.

**Sec. 6-36. - Monroe Historic Downtown Entertainment District.**

(a) The provisions of this section are intended to set forth certain exceptions and provisions applicable only to licensees whose establishments are located within the Monroe Historic Downtown Entertainment District (as hereinafter defined) holding licenses to sell alcoholic beverages for consumption on the premises. Except as specifically set forth in this section to the contrary, all such licensees remain subject to all other provisions of this chapter.

(b) As used in this chapter, the term “Monroe Historic Downtown Entertainment District” shall be defined as: All that area of public space, streets, sidewalks, open areas, and all parcels and tracts of real property in the area of the City located in the currently existing boundaries of the Downtown Development Authority and bound as follows: on the North by East and West Marable Streets, on the South by 2<sup>nd</sup> and Mill Streets, on the West by Jackson Street, and on the East by Madison Avenue, including all parcels and tracts of real property that have road frontage on or touch any of the aforementioned boundary roads. The code enforcement officer shall maintain an official map of the Monroe Historic Downtown Entertainment District in his office at all times.  
~~As used in this chapter, the term “Monroe Historic Downtown Entertainment District” shall be defined as: All that area of public space, streets, sidewalks, open areas, and all parcels and tracts of real property in the area of the City bound as follows: on the North~~



~~by Bold Springs Avenue, on the South by Davis East Marable Street, on the South by Walker Street, on the West by Wayne Street, and on the East by Madison Avenue, and on the West by Wayne Street, including all parcels and tracts of real property that have road frontage on Wayne or touch any of the aforementioned boundary roads, also including all parcels that front on Broad Street between East Marable Street and Walker Street. The code enforcement officer shall maintain an official map of the Monroe Historic Downtown Entertainment District in his office at all times.~~

(c) Outside consumption of alcoholic beverages by the drink shall be permitted within the Monroe Historic Downtown Entertainment District under the following conditions:

- (1) Any licensee who desires to sell alcoholic beverages for outside consumption within the Monroe Historic Downtown Entertainment District must possess an alcoholic beverage license for on premises consumption in good standing with the City of Monroe and the State of Georgia.
- (2) Any establishment licensed to sell alcoholic beverages by the drink for consumption on the premises is authorized to dispense alcoholic beverages in a clear plastic cup with the City’s approved logo and name imprinted thereon for consumption outside of the premises. Dispensing beer and/or wine in a can, bottle, or glass container for consumption outside in the designated area(s) is prohibited. Said clear plastic cups shall be purchased from the code enforcement officer or his designee

at prices established by the city administrator.

- (3) No establishment shall dispense to any person more than one (1) drink at a time for consumption outside of the premises within the Monroe Historic Downtown Entertainment District.
- (4) No container in which an alcoholic beverage is dispensed for consumption in the designated area(s) shall exceed twenty (20) fluid ounces in size.
- (5) No alcoholic beverages shall be sold and/or consumed outside and within the Monroe Historic Downtown Entertainment District except within the authorized hours of sale of the establishment where purchased.
- (6) Food must be served during any period of time that alcoholic beverages are served. A licensed establishment shall always maintain the correct ratio of food to alcoholic beverage sales.

(d) Outside consumption of alcoholic beverages by the drink by residents living in the Monroe Historic Downtown Entertainment District shall be permitted within the Monroe Historic Downtown Entertainment District under the following conditions:

- (1) Residents living in the Monroe Historic Downtown Entertainment District shall be permitted to purchase clear plastic cups with the City’s approved logo and name imprinted thereon for personal use and outside consumption of alcoholic beverages within the Monroe Historic Downtown Entertainment District.

- (2) Said clear plastic cups shall be purchased at prices established by the city administrator.
  - (3) No resident shall be in possession of more than one (1) drink contained in an approved clear plastic cup at any given time while partaking in outside consumption in the Monroe Historic Downtown Entertainment District.
  - (4) No resident shall be in possession of a drink contained in an approved clear plastic cup outside of the authorized hours of sale under this chapter within the Monroe Historic Downtown Entertainment District.
  - (5) All other rules of general applicability of this Section shall apply to residents of the Monroe Historic Downtown Entertainment District using clear plastic cups for personal use.
- (e) The following additional regulations shall apply to the Monroe Historic Downtown Entertainment District:
- (1) The possession of any open can, bottle, or glass container of alcoholic beverages for outside consumption within the Monroe Historic Downtown Entertainment District is prohibited.
  - (2) The possession of any container of alcoholic beverages for outside consumption within the Monroe Historic Downtown Entertainment District exceeding twenty (20) ounces is prohibited.
- (f) Nothing in this section shall relieve licensees from complying with all other provisions of this chapter and state law.
- Sec. 6-37. - Eligibility for issuance of a temporary special event license.**
- (a) A temporary license may be issued to any person, firm or corporation, for a period not to exceed three (3) days for any one (1) event for an approved special event. The person, firm or corporation must make application and pay the fee that may be required by this chapter and shall be required to comply with all the general ordinances and regulations for an on-premises consumption establishment with the exception of the full-service kitchen requirement. Said temporary licenses may be applied for and issued to any one (1) person, firm or corporation up to ten (10) times per calendar year. The applicant seeking a temporary license must also obtain a state-issued temporary special event permit. [Applicants seeking a temporary license need not be licensed as an alcoholic beverage caterer pursuant to Article XI of this chapter.](#)
  - (b) The special event must meet the following criterion prior to the issuance of a license to sell alcoholic beverages:
    - (1) The special event must receive approval from the city police department on crowd control and security measures.
    - (2) The special event must receive approval from the city department of transportation, traffic operations section, on traffic control measures.
    - (3) The location at which the special event is to take place must be properly zoned and approved by the code enforcement officer.
    - (4) The premises at which the special event is to take place must be approved by the code enforcement officer.
  - (c) At least one (1) employee or volunteer of the special event licensee, working the

special event in any position dispensing, selling, serving, taking orders or mixing alcoholic beverages shall be required to obtain a sever certification pursuant to section 6-32 for the special event.

- (d) The code enforcement officer or the chief of police or his designee may immediately revoke any temporary license for a special event if it is determined continued alcohol sales may endanger the health, welfare or safety of the public.
- (e) As a condition on the issuance of a temporary special event license, the licensee shall indemnify and hold the City harmless from any and all claims, demands or causes of action which may arise from activities associated with the special event.

**Sec. 6-38. - Solicitation prohibited.**

No retail consumption dealers licensed under this chapter shall require, permit, suffer, encourage, or induce any employee or person to solicit in the licensed premises for himself, or for any person other than the patron and guest of the patron, the purchase by the patron of any drink, whether alcoholic beverage or nonalcoholic beverage or money with which to purchase the beverage; nor shall any licensee pay a commission or any other compensation to any person frequenting his establishment or to his agent or manager to solicit for himself or for others, the purchase by the patron of any drink, whether alcoholic beverage or nonalcoholic beverage or money with which to purchase the beverage.

**Sec. 6-39. - Inspection of licensed establishments by the police department.**

Sworn officers of the police department and the code enforcement officer or his designee shall have the authority to inspect establishments licensed under this chapter

during the hours in which the premises are open for business. These inspections shall be made for the purpose of verifying compliance with the requirements of this chapter and state law. This section is not intended to limit the authority of the code enforcement officer or any other city officer to conduct inspections authorized by other provisions of this code.

**Sec. 6-40. - Establishment can be closed in cases of emergency.**

The mayor, code enforcement officer or the chief of police, or their designee, may immediately close an establishment licensed under this chapter in case of emergency, for the safety of the public or to investigate a crime, for a period of time not to exceed twenty-four (24) hours.

**Sec. 6-41. - Types of entertainment, attire and conduct prohibited.**

- (a) *Preamble and purpose.*
  - (1) Based upon the experiences of other counties and municipalities, including, but not limited to, Atlanta and Fulton County, Georgia; DeKalb County, Georgia; Gwinnett County, Georgia; Austin, Texas; Seattle and Renton, Washington; New York, New York; Los Angeles, California; and Ft. Lauderdale and Palm Beach, Florida, which experiences the city council believes are relevant to the problems faced by the City and based upon the evidence and testimony of the citizens and experts who have appeared before such bodies, the city council takes note of the notorious and self-evident conditions attendant to the commercial exploitation of human sexuality, which do not vary greatly

among generally comparable communities within our country.

(2) Moreover, it is the finding of the city council that public nudity and semi-nudity, under certain circumstances, particularly circumstances relating to the sale and consumption of alcoholic beverages in so-called "nude bars" or establishments offering so-called "nude entertainment" or "erotic entertainment" begets criminal behavior and tends to create undesirable community conditions. Among the acts of criminal behavior identified with nudity and alcohol are disorderly conduct, prostitution, and drug trafficking and use. Among the undesirable community conditions identified with nudity and alcohol are depression of property values in the surrounding neighborhoods, increased expenditure for and allocation of law enforcement personnel to preserve law and order, increased burden on the judicial system as a consequence of the criminal behavior hereinabove described, and acceleration of community blight by the concentration of such establishments in particular areas. Therefore, the limitation of nude or semi-nude conduct in establishments licensed to sell alcohol for consumption on the premises is in the public welfare and is a matter of governmental interest and concern to prevent the occurrence of criminal behavior and undesirable community conditions normally associated with establishments which serve alcohol and also allow and/or encourage nudity or semi-nudity.

(b) *Prohibited activities.* Any establishment licensed under the provisions of this chapter is prohibited from permitting or engaging in the following activities:

- (1) The employment or use of any person, in any capacity, in the sale or service of alcoholic beverages while such person is unclothed or in such attire, costume or clothing as to expose to view any portion of the female breast below the top of the areola or any portion of the pubic hair, anus, cleft of the buttocks, vulva or genitals;
- (2) Live entertainment which provides or features nude or semi-nude or erotic dancing, or the performance of obscene acts which simulate:
  - a. Sexual intercourse, masturbation, sodomy, bestiality, oral copulation, flagellation or any sexual acts which are prohibited by law;
  - b. The touching, caressing or fondling of the breast, buttock, anus or genitals; or
  - c. The displaying of the pubic hair, anus, vulva or genitals;
- (3) The showing of any film, still pictures, electronic reproduction or other visual reproductions depicting any of the acts described in subsection (b)(2) of this section, which are obscene under state law; or
- (4) The holding, promotion or allowance of any contest, promotion, special night or any other activity where patrons of the licensed establishment are encouraged or allowed to engage in

any of the above-prohibited conduct.

- (c) *Mainstream activity excluded.* Notwithstanding the prohibitions in subsection (b) of this section, nothing in this chapter shall or is intended to apply to theatrical or motion picture performance houses, museums, or the like where the consumption or service of alcohol is not a primary purpose or mainstream activity of such establishment.

**Secs. 6-42—6-80. - Reserved.**

**ARTICLE II. - RETAIL SALES OF DISTILLED SPIRITS FOR CONSUMPTION ON THE PREMISES**

**State Law reference—** Retail sales of distilled spirits by the drink, O.C.G.A. § 3-4-90 *et. seq.*

**Sec. 6-81. - Locations where permitted.**

No distilled spirits may be sold by the drink for consumption on the premises where sold except:

- (1) In eating establishments regularly serving prepared food, with a full service kitchen. A full service kitchen will consist of a three-compartment pot sink, a stove or grill permanently installed, and a refrigerator, all of which must be approved by the health and fire departments. Such eating establishment will regularly serve food every hour they are open and derive at least as much gross receipts annually from the sale of prepared meals or food as it derives from the sale of distilled spirits.
- (2) In indoor commercial recreation establishments.

- (3) In an indoor publicly owned civic and cultural center deriving at least seventy percent (70%) of its total annual gross sales from operational activities other than alcohol sales.
- (4) At a publicly or privately owned golf course.
- (5) In public stadiums, coliseums or auditoriums.
- (6) Otherwise as permitted in this chapter (*i.e.* private clubs, hotel-motel in room service, etc.).

**Sec. 6-82. - Investigative and administrative costs.**

Each application for a license under this article shall be accompanied by a certified check for the full amount of the license fee, together with a separate certified check or cash in the amount of \$250.00 to defray investigative and administrative costs. If the applicant is denied a license, the deposit representing the license fee shall be refunded; but the \$250.00 cost paid for investigation and administrative costs shall be retained. However, any person applying for more than one (1) license shall pay only one (1) fee to defray investigative and administrative expenses, which fee shall be the largest of the investigative and administrative fees authorized under this chapter. Any applicant for a license under this article who has in existence at the time of making the new application an existing license under this article shall pay no investigative and administrative costs.

**Sec. 6-83. - Advertising in official gazette of county.**

A notice of each application to sell distilled spirits by consumption shall be advertised in the official gazette of the county, once a week for two (2) weeks

immediately preceding consideration of the application.

**Sec. 6-84. - Hours and days of sale.**

- (a) Distilled spirits shall not be sold for consumption on the premises except between the hours of 9:00 a.m. until 1:55 a.m. Monday through Saturday.
- (b) Distilled spirits shall not be sold for consumption at any time in violation of state law or any local ordinance or regulation or of any special order of the mayor and city council.
- (c) The sale of distilled spirits for consumption on the premises is permitted on Sundays from 11:00 a.m. until 12:00 midnight in the following establishments provided a Sunday sales license has been obtained:
  - (1) Any licensed establishment which derives at least fifty percent (50%) of its total annual gross sales from the sale of prepared meals or food in all of the combined retail outlets of the individual establishment where food is served;
  - (2) Any licensed establishment which derives at least fifty percent (50%) of its total annual gross income from the rental of rooms for overnight lodging;
  - (3) Any publicly owned civic and cultural center deriving at least seventy percent (70%) of its total annual gross sales operational activities other than alcohol sales; or
  - (4) A public stadium, coliseum or auditorium.
  - (5) A publicly or privately owned golf course.
  - (6) Otherwise as specifically permitted in this chapter.

- (d) Distilled spirits may be sold for consumption on the premises from 12:00 midnight to 1:55 a.m. on any Monday which is New Year's Day, January 1, of any year.

**Secs. 6-85—6-105. - Reserved.**

**ARTICLE III. - RETAIL SALES OF MALT BEVERAGES AND WINE FOR CONSUMPTION ON THE PREMISES**

**Sec. 6-106. - Type of retail establishment where permitted.**

No beer or wine shall be sold for consumption on the premises where sold except:

- (1) In eating establishments having a full service kitchen (a full service kitchen will consist of a three-compartment sink, a stove or grill permanently installed, and a refrigerator, all of which must be approved by the health and fire departments), prepared to serve food every hour they are open.
- (2) In indoor commercial recreation establishments.
- (3) In an indoor publicly owned civic and cultural center deriving at least seventy percent (70%) of its total annual gross sales from operational activities other than alcohol sales.
- (4) At a publicly or privately owned golf course.
- (5) At a public stadium, coliseum or auditorium.
- (6) At a business establishment holding an Amenities License pursuant to section 6-111.

- (7) At a business establishment holding an on premises consumption license subject to and in compliance with the Volume/Sales Ratio requirement of the Monroe Historic Downtown Entertainment District as outlined in section 6-~~110~~110.
- (8) Otherwise as permitted in this chapter (i.e. private clubs, hotel-motel in room service, etc.)

**Sec. 6-107. - Investigative and Administrative costs.**

Each application for a license under this article shall be accompanied by a certified check for the full amount of the license fee, together with a separate certified check or cash in the amount of \$250.00 to defray investigative and administrative costs. If the application is denied and the license refused, or if the applicant withdraws his application prior to its being issued, the license fee shall be refunded; but the \$250.00 costs paid for investigation and administration shall be retained. Any person applying for more than one (1) license shall pay only one (1) fee to defray investigative and administrative expenses, which fee shall be the largest of the investigative and administrative fees authorized under this chapter. Any applicant for a license under this article who has in existence at the time of making the new application an existing license under this article shall pay no investigative and administrative costs.

**Sec. 6-108. - Hours and days of sale.**

- (a) Beer or wine shall not be sold for consumption on the premises except between the hours of 9:00 a.m. and 1:55 a.m. Monday through Saturday.
- (b) No beer or wine shall be sold for consumption at any time in violation of

state law or any local ordinance or regulation or of any special order of the mayor and city council.

- (c) The sale of beer or wine on the premises is permitted on Sundays from 11:00 a.m. until 12:00 midnight in the following establishments provided a Sunday sales license has been obtained:
  - (1) Any licensed establishment which derives at least fifty percent (50%) of its total annual gross sales from the sale of prepared meals or food in all of the combined retail outlets of the individual establishment where food is served;
  - (2) Any licensed establishment which derives at least fifty percent (50%) of its total annual gross income from the rental of rooms for overnight lodging;
  - (3) Any publicly owned civic and cultural center deriving at least seventy percent (70%) of its total annual gross sales from operational activities other than alcohol sales; or
  - (4) A public stadium, coliseum or auditorium.
  - (5) A publicly or privately owned golf course.
  - (6) Otherwise as permitted in this chapter.
- (d) Beer and/or wine may be sold for consumption on the premises from 12:00 midnight to 1:55 a.m. on any Monday which is New Year's Day, January 1, of any year.

**Sec. 6-109. - Corkage services.**

- (a) An eating establishment that possesses a valid license for the retail sale of beer or wine for consumption on premises may permit patrons to bring, possess and

consume bottles of wine that are owned by the patron and brought unopened onto the premises under the following conditions:

- (1) No more than Seven Hundred Fifty (750) milliliters of wine, per patron over the age of twenty-one (21), per meal, shall be permitted to be uncorked.
  - (2) Only patrons seated at tables or booths shall be permitted to consume wine that has been provided by the patron.
  - (3) Patron provided wine may only be consumed by individuals who order and are served a meal by the licensee.
  - (4) Every bottle of wine brought onto the premises by a patron must be opened by the licensee’s personnel.
  - (5) A patron may remove a partially consumed uncorked bottle of wine from the premises only if the requirements set forth in section 6-33(d) are met.
- (b) Eating establishments may at their discretion charge corkage fees for such services.

**Sec. 6-110. - Sales Volume Ratio for Select Businesses**

- (a) Any business required to pay a business occupation tax that does not otherwise meet the criteria of section 6-106(a1) and is located in the Monroe Historic Downtown Entertainment District, may obtain an on premises consumption license for malt beverages and wine subject to the following conditions:
  - 1. The sale of alcoholic beverages shall be clearly incidental to the primary business conducted on the premises.

- 2. On Premises consumption licensees shall maintain at least sixty percent (60%) of their business volume from the sale of other merchandise or services, not including alcoholic beverages.
  - 3. No alcoholic beverages shall be served on Sunday.
- (b) To qualify for such license, a retail business establishment must be open to the public for business a minimum of thirty-two (32) hours per week.

**Sec. 6-111. - Amenity License**

(a) A non-eating establishment that offers beer or wine as an act of hospitality, where it is clearly a secondary function of the business, shall be eligible to apply for a beer or wine amenity permit. Eating establishments shall not be eligible for a beer or wine amenity permit.

(b) An amenity permit shall allow the permit holder to offer beer or wine as an act of hospitality and shall not be part of the core operations of such establishments.

(c) The initial amenity permit application shall include a background check. A \$200.00 administrative fee shall be charged to cover this administrative process.

**Secs. 6-112—6-135. - Reserved.**

**ARTICLE IV. - RESERVED**

**Secs. 6-136 – 6-300. – Reserved.**

**ARTICLE V. - RETAIL PACKAGE SALES OF MALT BEVERAGES AND WINE**



**State Law reference—** License requirements, O.C.G.A. §§ 3-5-42, 3-6-40.

**Sec. 6-301. - Type of retail establishment where permitted.**

No beer or wine shall be sold at retail except in establishments maintaining at least fifty percent (50%) of the floor space and storage area in a manner which is devoted principally to the retail sale of products that are not alcoholic beverages and located in zoning districts in which these establishments are permitted as a conforming use or in districts where an existing establishment exists as a nonconforming use.

**Sec. 6-302. - Hours and days of sale.**

- (a) Retail package licensees shall not engage in the sale of beer or wine except between the hours of 7:00 a.m. and 12:00 midnight Monday through Saturday and 12:30 p.m. and 11:30 p.m. on Sunday.
- (b) Retail package beer or wine shall not be sold at any time in violation of any state law or local ordinance or regulations or of any special order of the mayor and city council.

**Sec. 6-303. - Use of tags or labels to indicate prices.**

Retailers shall indicate plainly by tags or labels on the bottles or containers or on the shelf immediately below where the containers are placed the prices of all beer and wine exposed or offered for sale.

**Sec. 6-304. - Quantity sale requirements.**

Single cans or bottles or other properly packaged containers of alcoholic beverages may be sold.

**Sec. 6-305. - Investigative and Administrative costs.**

Each application for a license under this article shall be accompanied by a certified check for the full amount of the license fee, together with a separate certified check or cash in the amount of \$250.00 to defray investigative and administrative costs. If the application is denied and the license refused, or if the applicant withdraws his application prior to its being issued, the license fee shall be refunded; but the \$250.00 cost paid for investigation and administration shall be retained. However, any person applying for more than one (1) license shall pay only one (1) fee to defray investigative and administrative expenses, which fee shall be the largest of the investigative and administrative fees authorized under this chapter. As to any applicant for a license under this article who has in existence at the time of making the new application an existing license under this article, there shall be no investigative and administrative fee.

**Sec. 6-306. - Growler sales.**

Licensees holding a retail beer and wine package license pursuant to this article may fill growlers with malt beverages or wine at the licensed location subject to the following requirements:

- (1) At least seventy percent (70%) of the licensee's total gross alcohol sales are from packaged sale of malt beverages or wine and the licensee's premises have a minimum of four hundred (400) square feet of floor space dedicated to the display of packaged malt beverages or wine offered for sale.
- (2) A growler shall not exceed sixty-four (64) ounces. Growlers may only be filled from kegs or barrels procured by the licensee from a duly licensed wholesaler.

- (3) Only professionally sanitized and sealed growlers may be filled and made available for retail sale.
- (4) Each growler must be securely sealed and removed from the premises in its original sealed condition.
- (5) Samples of tap malt beverages or wine may be made available. No individual shall be allowed to sample more than a total of twenty-four (24) ounces which shall be comprised of at least four (4) different varieties of malt beverages or wine.
- (6) A licensee may charge a fee for samples of tap malt beverages or wine.

**Secs. 6-307-330. - Reserved.**

**ARTICLE VI. - PRIVATE CLUBS**

**State Law reference**— Sale of distilled spirits by private clubs, O.C.G.A. § 3-7-1 *et seq.*

**Sec. 6-331. - Definitions.**

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Fixed salary* means the amount of compensation paid any member, officer, agent, or employee of a bona fide private club as may be fixed for him by its members at a prior annual meeting or by the governing body out of the general revenue of the club and shall not include a commission on any profits from the sale of alcoholic beverages. For the purpose of this definition, tips or gratuities which are added to the bills under club regulation shall not be considered as profits from the sale of alcoholic beverages.

*Private club* means any nonprofit association organized under the laws of this state which:

- (1) Has been in existence at least one (1) year prior to the filing of its application for a license to be issued pursuant to this article;
- (2) Has at least seventy-five (75) regular dues-paying members;
- (3) Owns, hires or leases a building or space within a building for the reasonable use of its members with:
  - a. Suitable kitchen and dining room space and equipment;
  - b. A sufficient number of employees for cooking, preparing and serving meals for its members and guests; and
- (4) Has no member, officer, agent or employee directly or indirectly receiving, in the form of salary or other compensation, any profits from the sale of alcoholic beverages beyond a fixed salary.

*Sports club* means an association or corporation organized and existing under the laws of the state, organized and operated primarily to provide a location for the patrons thereof to engage in sporting events. To qualify for an alcoholic beverage consumption on-premise license, a sports club must have been actively in operation within the city at least two (2) years prior to an application for license under this chapter; provided, however, the two-year operational requirement shall not apply to golf club associations or golf club corporations where the selling or the serving of alcoholic beverages is to take place on the golf course premises. A sports club organized or operated primarily for serving of alcoholic beverages shall not qualify for licensing under this article, and accordingly shall not be permitted

to serve alcoholic beverages at any time. Unless otherwise indicated, a sports club licensee shall comply with all other requirements imposed upon retail consumption dealers.

**Sec. 6-332. - Regulation of sale of alcoholic beverages.**

Private clubs or sports clubs may sell and dispense alcoholic beverages upon compliance with all applicable ordinances and regulations of the City governing the sale of such beverages and upon payment of such license fees and taxes as may be required by this chapter.

**Sec. 6-333. - Certain organizations exempt from food establishment requirements.**

Veterans' organizations, fraternal organizations, and other nonprofit organizations currently having tax exempt status under either the United States Internal Revenue Code or the state income tax law shall not be required to operate a food establishment serving prepared food. However, any such organization selling or dispensing alcoholic beverages shall be subject to all ordinance regulations dealing with general licensing and on-premise consumption establishments under this chapter.

**Sec. 6-334. - Investigative and administrative costs.**

Each application for a license under this article shall be accompanied by a certified check for the full amount of the license fee, together with a separate certified check or cash in the amount of \$250.00 to defray investigative and administrative costs. If the application is denied and the license refused, the deposit representing the license fee shall be refunded; but the \$250.00 cost paid for investigation and administration shall be retained. However, any person applying for

more than one (1) license shall pay only one (1) fee to defray investigative and administrative expenses, which fee shall be the largest of the investigative and administrative fees authorized under this chapter. Any applicant for a license under this article who has in existence at the time of making the new application an existing license under this article shall pay no investigative and administrative costs.

**Sec. 6-335. - Hours and days of sale.**

- (a) No alcoholic beverages shall be sold for consumption on the premises of private clubs except between the hours of 9:00 a.m. and 1:55 a.m. Monday through Saturday.
- (b) Alcoholic beverages shall not be sold for consumption at any time in violation of any state law or local ordinance or regulation or of any special order of the mayor and city council.
- (c) The sale of alcoholic beverages for consumption on the premises is permitted on Sundays from 11:00 a.m. until 12:00 midnight in a private club or sports club provided a Sunday sales license has been obtained.
- (d) Alcoholic beverages may be sold for consumption on the premises from 12:00 midnight to 1:55 a.m. on any Monday which is New Year's Day, January 1, of any year.

**Secs. 6-336—6-350. - Reserved.**

**ARTICLE VII. SPECIAL EVENT VENUES**

**Sec. 6-351. – Preamble and Purpose.**

The City recognizes the valuable economic impact of special events facilities being located throughout the city's downtown and historic districts. The distribution and consumption of alcoholic beverages at special events facilities is attendant with the normal and customary types of events held at such facilities, i.e., weddings, meetings, banquets, catered events, parties or similar gatherings. To encourage such economic impact of these facilities while ensuring the safety, health and general welfare of the public, special events facilities must obtain a license to sell alcoholic beverages at said facilities and must also register with the City annually for operating a special events facility.

**Sec. 6-352. – Sale without a license prohibited.**

Any special events facility that wishes to sell alcoholic beverages for consumption on premises shall be required to first obtain an appropriate state license as well as a City license pursuant to articles II and III of this chapter and comply with all other rules and regulations contained herein. Any sale of alcoholic beverages without said licensure is strictly prohibited.

**Sec. 6-353. – Registration required.**

Any special events facility that does not sell alcoholic beverages for consumption on premises but that allows alcoholic beverages to be consumed at said facility by private guests attending a private event must first register with the City on forms prepared by the code enforcement officer and pay an annual registration fee of \$300.00 per facility. Said registration fee shall be paid upon initial registration and annually by February 1 of each calendar year.

**Sec. 6-354. – Investigative and administrative costs.**

Each application seeking a license to sell alcoholic beverages or seeking registration of a special events facility as required herein shall be accompanied by a certified check for the full amount of the license or registration fee, together with a separate certified check or cash in the amount of \$250.00 to defray investigative and administrative costs. If the application is denied and the license refused, the deposit representing the license fee shall be refunded; but the \$250.00 cost paid for investigation and administration shall be retained. However, any person applying for more than one (1) license shall pay only one (1) fee to defray investigative and administrative expenses, which fee shall be the largest of the investigative and administrative fees authorized under this chapter. Any applicant for a license or registration under this article who has in existence at the time of making the new application an existing license or active registration under this article shall pay no investigative and administrative costs.

**Sec. 6-355. – Alcoholic beverages must be purchased from retailer.**

Any alcoholic beverage consumed at a special events facility by private guests attending a private event must be purchased from a package retailer authorized to sell said beverages for off premise consumption.

**Sec. 6-356. – Licensed Alcoholic Beverage Caterer Pouring.**

A licensed ~~alcoholic beverage caterer~~Alcoholic Beverage Caterer, licensed by the state pursuant to O.C.G.A. § 3-11-1, *et seq.* may distribute and sell alcoholic beverages at a special events facility in the City so long as the licensed ~~alcoholic~~

~~beverage caterer~~Alcoholic Beverage Caterer complies with all requirements of O.C.G.A. § 3-11-1, *et seq.* and the special events facility has first registered with the City pursuant to section 6-353 hereinabove.

**Sec. 6-357. – Facility must be approved.**

A special events facility must first be approved by the code enforcement officer and the City fire department prior to conducting operations as a special events facility.

**Sec. 6-358. – Timing of Sales or Consumption.**

All sales of alcoholic beverages or consumption of alcoholic beverages at special events facilities shall comply in all respects to the time restrictions found in sections 6-84 and 6-108 herein.

**Secs. 6-359—6-400. - Reserved.**

**ARTICLE VIII. - HOTEL-MOTEL IN-ROOM SERVICE**

**State Law reference**— In-room sales by hotels and motels, O.C.G.A. § 3-9-10 *et seq.*

**Sec. 6-401. - License.**

- (a) Any hotel as defined herein may provide in-room service of ~~alcoholic~~malt beverages and wine after obtaining a license for the same in accordance with the terms of this article.
- (b) The sale of ~~alcoholic~~malt beverages and wine by in-room service shall be subject to all restrictions and limitations imposed by this chapter, and shall be authorized only on such days and only

during such hours as the sale of alcoholic beverages is otherwise authorized.

**Sec. 6-402 – In-Room Service.**

- (a) For purposes of this chapter, "in-room service" consists of:
  - (1) The delivery of ~~alcoholic~~malt beverages and wine in unbroken packages by an employee of the hotel to a registered guest's room when such ~~alcoholic~~beverages have been ordered by the guest and when the guest shall be billed for the cost of such ~~alcoholic~~beverages at the time of delivery and when the sale of such ~~alcoholic~~beverages is completed at the time of delivery or,
  - (2) The provision of a cabinet, refrigerator, mini-bar or other facility located in a hotel's guest room which contains ~~alcoholic~~malt beverages or wine and which is accessible only to the guest and for which the sale of ~~alcoholic~~malt beverages or wine contained therein is final at the time requested except for a credit which may be given to the guest for any unused portion.
- (b) In order to be eligible for an in-room service license, a hotel must:
  - (1) Be used and held out to the public as a place where sleeping accommodations are offered to guests for adequate pay, and meet other standards and conditions of a "hotel" as defined in this article; and;
  - (2) Contain four (4) or more separate and distinct rooms used for the sleeping accommodations of guests.
- (c) A hotel may consist of a single building or may consist of two (2) or more

buildings located on the same premises and used in connection with the hotel operation.

- (d) A facility which is styled as a motel, motor lodge, inn, bed and breakfast or other similar appellation may be licensed as a hotel if it meets the requirements of this article.

**Sec. 6-403. – Operation of Lounge, Restaurant or Supper Club.**

A hotel may grant permission for the operation of a lounge, restaurant, or supper club on its premises; such an operation may be granted an on premises consumption license pursuant to articles II or III herein if it meets the other applicable requirements of said articles and this chapter.

**Sec. 6-404. - Investigative and administrative costs.**

Each application for a license under this article shall be accompanied by a certified check for the full amount of the license fee, together with a separate certified check or cash in the amount of \$250.00 to defray investigative and administrative costs. If the application is denied and the license refused, the deposit representing the license fee shall be refunded; but the \$250.00 cost paid for investigation and administration shall be retained. However, any person applying for more than one (1) license shall pay only one (1) fee to defray investigative and administrative expenses, which fee shall be the largest of the investigative and administrative fees authorized under this chapter. Any applicant for a license under this article who has in existence at the time of making the new application an existing license under this article shall pay no investigative and administrative costs.

**Sec. 6-405. – General Provisions.**

All alcoholic beverages sold pursuant to this article shall be purchased from a licensed

wholesale dealer and shall be subject to all taxes imposed under chapter 90 of this Code, including the excise tax on the retail sale by the drink of alcoholic beverages containing distilled spirits.

**Secs. 6-406—6-420. - Reserved.**

**ARTICLE IX. – BREWPUBS, BREWERIES AND DISTILLERIES**

**State Law reference—** Limited exception, cocktail rooms; O.C.G.A. § 3-4-24.2; limited exception, malt beverage taprooms, O.C.G.A. § 3-5-24.1.

**Sec. 6-421. - License Required.**

No person shall be permitted to operate a brewpub, brewery, micro-brewery, distillery or micro-distillery without first obtaining a license from the state and the City pursuant to this chapter.

**Sec. 6-422. – Investigative and Administrative Costs.**

Each application for a license under this article shall be accompanied by a certified check for the full amount of the license fee, together with a separate certified check or cash in the amount of \$250.00 to defray investigative and administrative costs. If the application is denied and the license refused, the deposit representing the license fee shall be refunded; but the \$250.00 cost paid for investigation and administration shall be retained. However, any person applying for more than one (1) license shall pay only one (1) fee to defray investigative and administrative expenses, which fee shall be the largest of the investigative and administrative fees authorized under this

chapter. Any applicant for a license under this article who has in existence at the time of making the new application an existing license under this article shall pay no investigative and administrative costs.

**Sec. 6-423. – Brewpubs.**

- (a) No individual shall be permitted to own or operate a brewpub without first obtaining a proper brewpub license from the City. Each brewpub licensee shall comply with all other applicable state and local license requirements.
- (b) A brewpub license authorizes the holder of such license to:
  - (1) Manufacture on the licensed premises not more than ten thousand (10,000) barrels of malt beverage in a calendar year solely for retail sale.
  - (2) Operate an eating establishment that shall be the sole retail outlet for such malt beverage and may offer for sale for consumption on premises any other alcoholic beverages produced by other manufacturers which are authorized for retail sale under this chapter, provided that such alcoholic beverages are purchased from a licensed wholesale dealer and, provided further, in addition to malt beverages manufactured on the premises, each brew pub licensee shall offer for sale commercially available canned or bottled malt beverages purchased from a licensed wholesale dealer.
  - (3) Sell up to a maximum of five thousand (5,000) barrels annually

of such malt beverage to licensed wholesale dealers. Under no circumstances shall such malt beverages be sold by a brewpub licensee to any person holding a retail consumption dealer’s license or a retailer’s license for the purpose of resale.

- (4) Sell malt beverages manufactured on the premises by the package at retail for consumption off the premises.
- (c) Possession of a brewpub license shall not prevent the holder of such license from obtaining any other license available under this chapter for the same premises.
- (d) A brewpub licensee shall pay all state and local license fees and excise taxes applicable to individuals licensed under this chapter as manufacturers, retailers and, where applicable, wholesale dealers.
- (e) Except as set forth in this section, a brewpub licensee shall be subject to all other provisions of this chapter.

**Sec. 6-424. – Breweries.**

- (a) No individual shall be permitted to own or operate a brewery without first obtaining a proper brewery license from the City. Each brewery license shall comply with all other applicable state and local license requirements.
- (b) A licensed brewery is authorized to manufacture malt beverages for wholesale sale primarily to wholesale dealers.
- (c) A licensed brewery shall comply with O.C.G.A. § 3-5-24.1 relating to the

limited sale of malt beverages to the public for onsite consumption or offsite package sales and may sell on all days and at all times that sales of malt beverages by retailers are lawful within the City.

- (d) A brewery licensee shall pay all state and local license fees and excise taxes applicable to individuals licensed under this chapter as manufacturers, retailers and, where applicable, wholesale dealers.
- (e) Breweries shall not be permitted within the boundaries of the Downtown Development Authority of the City of Monroe or any Historic District of the City of Monroe.
- (f) Except as set forth in this section, a brewery licensee shall be subject to all other provisions of this chapter.

**Sec. 6-425. – Distilleries.**

- (a) No individual shall be permitted to own or operate a distillery without first obtaining a proper distillery license from the City. Each distillery licensee shall comply with all other applicable state and local license requirements.
- (b) A licensed distillery is authorized to manufacture distilled spirits for sale primarily to wholesale dealers.
- (c) A licensed distillery shall comply with O.C.G.A. § 3-4-24.2 relating to the limited sale of distilled spirits to the public for onsite consumption and may sell on all days and at times that sales of distilled spirits by retailers are lawful within the City.
- (d) A distillery licensed under this chapter shall pay all state and local license fees

and excise taxes applicable to individuals licensed under this chapter as manufacturers, retailers and, where applicable, wholesale dealers.

- (e) Distilleries shall not be permitted within the boundaries of the Downtown Development Authority of the City of Monroe or any Historic District of the City of Monroe.
- (f) Except as set forth in this section, a distillery licensee shall be subject to all other provisions of this chapter.

**Sec. 6-426. – Micro-Breweries.**

- (a) No individual shall be permitted to own or operate a micro-brewery without first obtaining a proper micro-brewery license from the City. Each micro-brewery shall comply with all other applicable state and local license requirements.
- (b) A licensed micro-brewery is authorized to manufacture malt beverages for sale primarily to wholesale dealers.
- (c) A licensed micro-brewery shall comply with O.C.G.A. § 3-5-24.1 relating to the limited sale of malt beverages to the public for onsite consumption or offsite package sales and may sell on all days and at all times that sales of malt beverages by retailers are lawful within the City.
- (d) A micro-brewery licensee shall pay all state and local license fees and excise taxes applicable to individuals licensed under this chapter as manufacturers, retailers and, where applicable, wholesale dealers.



(e) Except as set forth in this section, a micro-brewery licensee shall be subject to all other provisions of this chapter.

**Sec. 6-427. - Micro-Distilleries.**

- (a) No individual shall be permitted to own or operate a micro-distillery without first obtaining a proper micro-distillery license from the City. Each micro-distillery licensee shall comply with all other applicable state and local license requirements.
- (b) A licensed micro-distillery is authorized to manufacture distilled spirits for sale primarily to wholesale dealers.
- (c) A licensed micro-distillery shall comply with O.C.G.A. § 3-4-24.2 relating to the limited sale of distilled spirits to the public for onsite consumption and may sell at all times that sales of distilled spirits by retailers are lawful within the City.
- (d) A micro-distillery licensee shall pay all state and local license fees and excise taxes applicable to individuals licensed under this chapter as manufacturers, retailers and, where applicable, wholesale dealers.
- (e) Except as set forth in this section, a micro-distillery licensee shall be subject to all other provisions of this chapter.

**Secs. 6-428—6-600. - Reserved.**

**ARTICLE X. - WHOLESALERS**

**Sec. 6-601. - Special provisions applicable to wholesale purchases.**

- (a) Any person desiring to sell at wholesale any alcoholic beverages in the City shall make application to the code enforcement officer for a license to do so, which application shall be in writing on the prescribed forms, and pay any license fee as set by this chapter.
- (b) No person who has any direct financial interest in any license for the retail sale of any alcoholic beverages in the City shall be allowed to have any interest or ownership in any wholesale alcoholic beverage license issued by the city.
- (c) No retailer shall purchase any alcoholic beverage from any person other than a wholesaler licensed under this article. No wholesaler shall sell any alcoholic beverage to any person other than a retailer licensed under this chapter; provided, however, that this section shall not prohibit the purchase by one retailer of another retailer's entire stock in a bona fide purchase of an ongoing business.
- (d) No alcoholic beverage shall be delivered to any retail sales outlet in the City except by a duly licensed wholesaler. The name of the wholesale distributor shall be clearly marked on the delivery vehicle.

**Sec. 6-602. - Hours and days of sale.**

Wholesalers shall not engage in the wholesale sale of alcoholic beverages except between the hours of 7:00 a.m. and 6:00 p.m. Monday through Saturday. There shall be no wholesale sales of alcoholic beverages on Sunday.

**Sec. 6-603. - Audit and penalties.**

- (a) If the code enforcement officer deems it necessary to conduct an audit of the records and books of the wholesale

licensee, he shall notify the licensee of the date, time and place of the audit.

**Secs. 6-604—6-700. - Reserved.**

**ARTICLE XI. – ALCOHOLIC BEVERAGE CATERERS**

**Sec. 6-701. - Definitions.**

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Alcoholic beverage caterer means any person licensed for the sale of alcoholic beverages by the State of Georgia and who possesses a license by a local government in the State of Georgia authorizing such person to sell and dispense alcoholic beverages by the drink in connection with an authorized catered function.

Authorized catered function means an event at a location not otherwise licensed for consumption of alcoholic beverages by the drink at which alcoholic beverages are furnished, served, sold and dispensed to persons present at the event, by the drink, pursuant to a permit obtained under this section.

**Sec. 6-702. – License Requirements and Restrictions.**

An Alcoholic Beverage Caterer, after properly obtaining a license to do so, may engage in the service and ~~sell~~sale of malt beverages, wine or spiritous liquors by the drink at authorized catered functions as follows:

- (a) Licenses may be obtained for the purposes of selling or dispensing alcoholic beverages by the drink on premises on which authorized catered functions are to be held.
- (b) Such license may be obtained only by those persons, firms, or corporations with a valid local beverage alcohol license and a valid state retail dealer license.
- (c) Such licenses shall only authorize the Alcoholic Beverage Caterer to sell those alcoholic beverages for which he or she is licensed.
- (d) Before a licensed Alcoholic Beverage Caterer may sell, serve or dispense alcoholic beverages at any authorized catered function, such Alcoholic Beverage Caterer shall obtain an event permit from the City at least ten (10) business days prior to the event.
- (e) The application for an event permit shall include the name of the licensed Alcoholic Beverage Caterer, the Alcoholic Beverage Caterer’s license number, and the date, address and time of the event.
- (f) No event permit fee shall be charged for the Alcoholic Beverage Caterers licensed by the City.
- (g) For Alcoholic Beverage Caterers licensed by jurisdictions other than the City, a permit fee of \$250.00 per event shall be charged.
- (h) The event permit shall be good for the specific event at the specific address and times set forth in the application.
- (i) The event permit and a copy of the Alcoholic Beverage Caterer’s state and local licenses shall be kept in the vehicle used to transport alcoholic beverages to the event at all times during which the event permit is in effect.
- (j) Caterers licensed by the City or any other jurisdiction shall maintain

records of alcoholic beverages transported for each event as may be required by state law.

**Sec. 6-703. – Age Restrictions.**

No licensed Alcoholic Beverage Caterer shall employ any person under twenty-one (21) years of age to dispense, serve, sell or handle alcoholic beverages at authorized catered functions.

**Sec. 6-704. – Excise Taxes.**

Excise taxes are imposed upon Alcoholic Beverage Caterers and shall be paid as required by this chapter and Georgia law.

**Sec. 6-705. – State Law Compliance.**

The licensed Alcoholic Beverage Caterer shall comply with all provisions set forth in this chapter and shall be subject to the restrictions found in O.C.G.A. § 3-11-4.

**Sec. 6-706. – Investigative and administrative costs.**

Each application seeking a license to sell alcoholic beverages as an Alcoholic Beverage Caterer shall be accompanied by a certified check for the full amount of the license or registration fee, together with a separate certified check or cash in the amount of \$250.00 to defray investigative and administrative costs. If the application is denied and the license refused, the deposit representing the license fee shall be refunded; but the \$250.00 cost paid for investigation and administration shall be retained. However, any person applying for more than one (1) license shall pay only one (1) fee to defray investigative and administrative expenses, which fee shall be the largest of the

investigative and administrative fees authorized under this chapter. Any applicant for a license or registration under this article who has in existence at the time of making the new application an existing license or active registration under this article shall pay no investigative and administrative costs.

**Sec. 6-707. – Timing of Sales or Consumption.**

All sales of alcoholic beverages or consumption of alcoholic beverages at authorized catered events shall comply in all respects to the time restrictions found in sections 6-84 and 6-108 herein.

**Secs. 6-708—6-730. - Reserved.**

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**APPOINTMENTS**

Updated

February 11, 2020

**Appointed**

**Term Expires**

**LIBRARY BOARD (Six-year term)**

Lynn Warren	July 9, 2013	July 1, 2019
Lynn Laird	July 8, 2014	July 1, 2020
Peggy Leicht	June 12, 2018	July 1, 2024
Hope Reese	April 9, 2019	July 1, 2025
Joseph Boyd	December 10, 2019	July 1, 2025

# Monroe-Walton County Library

a unit of the Uncle Remus Regional Library System

217 West Spring Street  
Monroe, Georgia 30655

[www.uncleremus.org/walton.htm](http://www.uncleremus.org/walton.htm)

Phone 770.267.4630

Fax 770.207.6682



301

July 6, 2020

Mayor John Howard  
City of Monroe  
215 N. Broad Street  
P.O. Box 1249  
Monroe, GA 30655

Dear Mayor Howard,

The Monroe-Walton County Library has an upcoming vacancy on the Board of Trustees. We recommend that **Lynn Laird** be re-appointed to fill this vacancy for a term beginning on July 1, 2020, and ending on June 30, 2026.

Ms. Laird lives within the city limits and her mailing address is 120 Walton Street, Monroe, GA 30655. Ms. Laird has been an asset to the Monroe-Walton County Library Board during her first term. We feel she will continue to represent the City of Monroe very well.

Thank you for your consideration of this request. Please do not hesitate to contact me if you have any questions or concerns.

Sincerely,

A handwritten signature in cursive script that reads "Nancy Condon Bryan".

Nancy Condon Bryan  
Member Library Services  
Azalea Regional Library System  
(formerly Uncle Remus Regional Library System)

cc: Blake Peters, Library Manager  
file



**To:** City Council, Airport Committee  
**From:** Chris Bailey, Assistant City Administrator  
**Department:** Airport  
**Date:** 07/06/2020  
**Subject:** Ground 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:** N/A

**Description:**

This item is to request approval of a ground lease agreement between the City of Monroe and Leigh Roberts for the placement of an approximate 57' by 46' by 20' aircraft hangar building at the Cy Nunnally Memorial Airport. This hangar will be an extension of the Richard Parsons Drive roadway to the Northeast of existing hangar ground lease area. The area will require clearing, grading, and then improvements that will also be allowable for future structures or buildings as well. The agreement will be for 50 years at approximately \$26,500 in lease payments for the duration.

**Background:**

The City of Monroe is developing agreements that help building the based aircraft numbers at the Cy Nunnally Memorial Airport to help with state and federal funding.

**Attachment(s):**

- Tentative Agreement – 12 pages
- Lease Area – 1 page

**GROUND LEASE AGREEMENT**

**THIS GROUND LEASE AGREEMENT** (hereinafter "**Lease**") is made and entered into this \_\_\_ day of \_\_\_\_\_, 2020, by and between **THE CITY OF MONROE, GEORGIA** a political subdivision of the State of Georgia (hereinafter called "**Lessor**") and **Leigh Roberts**, a Georgia Limited Liability company (hereinafter called "**Lessee**").

**WITNESSETH**

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

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

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

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

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

**SECTION 1. LEASED PROPERTY**

Lessor hereby leases to the Lessee, and the Lessee hereby rents and takes upon the terms and conditions which hereinafter appear, the unimproved real property consisting of approximately 2,650 square feet and being more particularly identified and outlined on the plat or drawing attached hereto as Exhibit A (the "Leased Property") and incorporated herein by reference.

**SECTION 2. TERM**

- A. Term. The Term of this Lease shall be for a period of fifty (50) years commencing on the date of execution of this Lease and, unless sooner terminated, expiring at 12:00 a.m. on the 50<sup>th</sup> anniversary thereof.
- B. If Lessee holds over after the expiration of this lease term then he becomes a tenant at sufferance.

### **SECTION 3. POSSESSION OF LEASED PROPERTY**

Lessor covenants to provide actual delivery of the Leased Property to the Lessee upon the execution of this Lease. Possession of the Leased Property by the Lessee shall and hereby does begin upon the execution of this Lease. Lessor covenants that the Lessee shall and may peaceably and quietly have, hold and enjoy the Leased Property exclusively to it during the term hereof unless sooner cancelled as provided in this Lease. Lessor agrees to make site ready the area as defined in this Lease for the purpose of the Lessee erecting the agreed upon structure on the Leased Property defined hereinbelow.

### **SECTION 4. BUILDING**

Subject to the provisions of this Lease, Lessee intends to erect on the Leased Property a certain building improvement described as a single Hangar with Rolling Doors, consisting of approximately 2,650 square feet for the purpose of hangar use and storage of aircraft, as more fully shown in the attached Exhibit B (the "Building"). Lessee shall have the right to remove, reconstruct, improve, add to, alter and renovate the Building for the Term of this Lease. Upon termination of this Lease, title to all improvements of any kind, including the Building (with the exception of any trade fixtures, equipment, furnishing or inventory) shall vest in Lessor.

### **SECTION 5. USE OF LEASED PROPERTY**

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

### **SECTION 6. STANDARD OPERATING PROCEDURES**

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



## SECTION 7. RENT

- A. Lessee agrees to pay to the Lessor during the Term for the use of the Leased Property described herein, and for the rights and easements herein provided, a yearly rental charge as set forth below, payable in equal monthly installments. All rent due under this article shall be paid by Lessee on a monthly basis, in advance, on the first day of the first calendar month of Lessee's possession of the Leased Premises and completion of and issuance of a certificate of occupancy for the Building, or on the first month occurring after the one (1) year anniversary of the day and year first written above, whichever is first to occur, and on the first day of each calendar month thereafter. All installments of rent shall be paid in lawful money of The United States. Rent installments unpaid for more than thirty (30) days shall bear interest at the rate of one and one-half (1.5%) percent per month, commencing on the date the rent was due and continuing until the installment is paid in full.
- B. Lessee shall pay rent to Lessor, without notice or demand and without abatement, reduction, or set-off for any reason at the office of the airport manager or any other place that Lessor may hereafter designate in writing. The rent shall be payable at the following annual rates for the Term: Lessee shall pay to Lessor an annual rent calculated at the rate of 20¢ per square foot of ground area leased, payable in twelve (12) equal monthly installments of \$44.17.
- C. Lessee covenants and agrees to construct, operate, and maintain its improvements upon the Leased Property in good order, condition, and repair, free from waste and nuisance. At all times, Lessee covenants to conform its business operations on the Leased Property to all requirements imposed by the Federal Aviation Administration (FAA) governing airport regulations of the Cy Nunnally Memorial Airport.
- D. The rent paid to Lessor in accordance with this Lease shall be net to Lessor. This means that in addition to the rent obligation called for herein, Lessee shall pay and be solely liable for all "operating costs" and "impositions" relating to the Leased Property as defined below.
- 1) "Operating costs" shall include but shall not be limited to all expenses paid or incurred in connection with the following activities:
    - a. Repairs, maintenance, replacements, painting, and redecorating;
    - b. Landscaping and maintenance of outside areas;
    - c. Ice and snow removal;
    - d. Insurance, including premises liability;
    - e. Heating, ventilating, and air conditioning repair and maintenance;
    - f. Solid waste removal;
    - g. Supplies and sundries;
    - h. Sales or use taxes on supplies and services;
    - i. Cost of wages and salaries of all persons engaged in the operation, maintenance, and repair of the demised premises, including fringe benefits and social security taxes;
    - j. All other expenses, whether or not mentioned in this Lease, incurred in Lessee's operation of Leased Property.
  - 2) "Impositions" shall include all fines and levies that result from construction activities or the normal operation of the Leased Property; all real and personal property taxes, assessments, and other governmental charges that are laid, assessed, levied, or imposed on Lessee's business operations on the Leased Property; or any lien that arises during the time of this Lease on the Leased Property or on any improvements constructed thereon.

**SECTION 8. DEFAULT OF LESSEE**

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

**SECTION 9. UTILITIES**

Lessor agrees to provide all utility infrastructure (water, sewer, electricity, gas, stormwater, internet, telecom and cable television) to the boundary line of the Leased Property prior to the initiation of construction by the Lessee. Lessee is responsible for final utility construction and connection within the Building. Lessor shall provide electricity and internet utility services and access to the Building at no expense to Lessee.

**SECTION 10. TITLE**

Lessor covenants that the Lessor has marketable title to the Leased Property.

**SECTION 11. TAXES**

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

**SECTION 12. SUBLETTING**

Excluding the contemplated usage or storage within the single Hangar unit to individuals as contemplated in the usage of the Building, Lessee shall not sublease, transfer, or assign the Leased Property or Building prior to termination of this Lease without prior written approval of Lessor, which shall not be unreasonably withheld.

**SECTION 13. INSURANCE**

A. To safeguard the interest of the Lessor, the Lessee at its sole cost and expense shall procure and maintain throughout the term of this Lease insurance protection for "all risk" coverage on the Building and improvements of which the Leased Property is a part, to the extent that they are covered in a sum equal to their replacement value. If said insurance company becomes financially incapable of performing under the terms of said policy, the Lessee shall promptly obtain a new policy issued by a financially responsible carrier.

- B. At all times during the lease term, Lessee shall maintain, at its sole cost, comprehensive broad-form general public liability insurance against claims and liability for personal injury, death, and property damage arising from the use, occupancy, disuse, or condition of the demised premises and adjoining areas. The insurance shall be carried by a company authorized to transact business in the state of Georgia, acceptable to Lessor. In addition, the following conditions shall be met:
  - i. The insurance provided pursuant to this paragraph shall be in an amount no less than \$1,000,000.00 per occurrence and \$3,000,000.00 yearly aggregate. The insurance policy shall name both Lessor and Lessee as insureds.
  - ii. The amounts of insurance shall be increased as Lessor may reasonably require from time to time to account for inflation or generally increased insurance settlements or jury verdicts.
- C. Lessee agrees to obtain construction liability insurance at all times when demolition, excavation, grading, or construction work is in progress on the Leased Property. This insurance shall be carried by a company authorized to transact business in the state of Georgia, acceptable to Lessor, in amounts not less than \$1,000,000.00 per occurrence and \$3,000,000.00 annual aggregate. This insurance shall name both Lessor and Lessee as insureds.
- D. In satisfaction of the foregoing requirements, Lessee shall furnish to Lessor by delivery to the Airport Manager certificates of all insurance required by this Lease. Each policy shall provide that the coverage is in full force and effect and may not be canceled unless written notice of intent to cancel has been given the insureds at least ten (10) days in advance. In the event of non-payment of premiums by the Lessee, Lessor may elect to pay the premiums and collect the amount thereof from Lessee as additional rent. Interest may be charged by Lessor on unpaid premiums paid hereunder at the rate of eighteen percent (18%) per annum.
- E. Lessor shall not be liable for any loss, damage, or injury of any kind or character whatsoever to any person or property arising from any use of the Leased Property or improvements, or caused by any defect in any building, structure, equipment, facility, or other improvements on the Leased Property, or caused by or arising from any act or omission of Lessee, or any of its agents, employees, licensees, or invitees, or by or from any accident, fire, or other casualty on the land, or occasioned by the failure of Lessee to maintain the Leased Property in safe condition. Lessee waives all claims and demands on its behalf against Lessor for any loss, damage, or injury and agrees to indemnify and hold Lessor entirely free and harmless from all liability for any loss, damage, or injury of other persons and from all costs and expenses arising from any claims or demands of other persons concerning any loss, damage, or injury caused other than by the negligent or intentional act or omission of Lessor.

**SECTION 14. AIRPORT MANAGER**

Lessor, through its Airport Manager, shall have the exclusive right and responsibility during the term of this Lease of managing and operating said Airport for civilian flying adjacent to the Leased Property, including the promulgating of such rules and regulations, including traffic rules, so that said Airport may be operated safely, efficiently and to the further end that

all take offs, landings, taxiing, and flying in the immediate vicinity of the field shall be uniform for maximum safety.

**SECTION 15. MAINTENANCE**

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

**SECTION 16. RUBBISH DISPOSAL**

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

**SECTION 17. WAIVERS**

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

**SECTION 18. AMENDMENT TO THIS AGREEMENT**

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

**SECTION 19. TERMINATION**

- A. Lessee may cancel this Lease at any time, without penalty, if the Airport ceases to be used for public airport purposes.
- B. Lessee may cancel this Lease at any time, without penalty, if a court of competent jurisdiction issues an injunction which in any way substantially prevents or restrains the use of the Leased Property, or any part thereof necessary to the Lessee's business operations at the Airport, and which injunction remains in force for a period of at least thirty (30) days after the party against whom the injunction has been issued has exhausted or abandoned all appeals or one

hundred twenty (120) days whichever is shorter, if such injunction is not necessitated by or issued as a result of an act or omission of Lessee.

- C. Lessee may cancel this Lease at any time, without penalty, upon the assumption by the United States Government, or any authorized agency thereof, of the operation, control or use of the Airport and its facilities, or any substantial part thereof, in such a manner as substantially to restrict the Lessee from operating its authorized Airport business for a continuous period of at least ninety (90) days.
- D. In the event that the improvements are completely destroyed or damaged in excess of fifty (50%) percent due to any cause whatsoever the Lessee may at its own expense repair, restore, or replace the destroyed improvements if Lessee deems it practical or advisable to do so and this Lease will continue in full force and effect. If Lessee deems it impractical or inadvisable to repair, restore, replace the destroyed improvements, this Lease shall terminate on sixty (60) days written notice to Lessor.
- E. Lessee shall not be permitted to mortgage or encumber Lessee's leasehold interest in the Leased Property.
- F. Lessee's abandonment of the Leased Property either by failure to begin construction of the Building within six (6) months of the execution hereof or by failure to maintain a viable aviation-related business operation from the Building for a period of three (3) months or greater shall constitute a default under this Lease. Filing of a petition in bankruptcy or insolvency by Lessee for reorganization or appointment of a receiver or trustee shall constitute a default under this Lease. Any attempted assignment of Lessee's leasehold interest without the written consent and approval of the Lessor shall constitute an event of default under this Lease.
- G. In the event of any default by Lessee under this lease, Lessor may without further notice or demand elect to terminate Lessee's right of possession and enter upon the demised premises. This right of re-entry shall be cumulative of all other rights and remedies available to Lessor either under this Lease or at law. Termination of this Lease or termination of Lessee's right of possession pursuant to this paragraph shall not relieve Lessee of its liability and obligation to pay rent and other charges accrued prior to these events or relieve Lessee of liability for damages for breach. These liabilities and obligations of Lessee shall survive any expiration or termination of this Lease or any entry and possession by Lessor.
- H. Upon the termination of Lessee's right of possession under this Lease as set forth herein Lessor may retain, sell, or let any improvements, in whole or in part. Any trade fixtures, equipment and personal articles remaining on the Leased Property after the expiration date of the Lease, or after sixty (60) days following entry by Lessor hereunder shall be deemed abandoned and shall become the property of Lessor.

## **SECTION 20. SUCCESSORS AND ASSIGNS**

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

## **SECTION 21. RELATIONSHIP BETWEEN THE PARTIES AND THIRD PARTIES**

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

**SECTION 22. CONSENT NOT TO BE UNREASONABLY WITHHELD**

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

**SECTION 23. NOTICES**

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

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

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

Leigh Roberts  
Address Line 1  
Address Line 2  
City, State Zip

**SECTION 24. SEVERABILITY**

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

**SECTION 25. HEADINGS**

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

**SECTION 26. EMPLOYMENT AND CONTRACTS**

A. As a condition of this Lease, Lessee covenants and agrees that it will not discriminate against any employee or applicant for employment because of race, color, religion, national origin,

sex, age, or disability. Lessee will take affirmative efforts to comply in its employment practices with all requirements of equal opportunity in employment act.

- B. In the letting of contracts for construction of improvements on the demised premises Lessee further covenants that it will seek similar assurances from its contractors and their sub-contractors of equal employment opportunity practices and shall refrain from entering into any contract with a contractor debarred from constructing public work projects for failure to comply with equal employment opportunity practices.
- C. Lessee further covenants and agrees to conduct its programs, services, and activities on a nondiscriminatory basis without regard to disability.

**SECTION 27. QUIET ENJOYMENT**

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

**SECTION 28. TAXATION AND LICENSE**

Lessee shall obtain all necessary licenses, permits, and certificates required by the City of Monroe as a condition or the right to conduct a business or profession from the demised premises. Lessee acknowledges that rent paid to Lessor under this Lease is not in lieu of any required permits and licenses including occupational taxes, if any.

**SECTION 29. ENTIRE AGREEMENT**

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

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

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

**LESSOR**  
CITY OF MONROE, GEORGIA

\_\_\_\_\_  
Witness

\_\_\_\_\_  
John Howard, Mayor

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Debbie Kirk, City Clerk

**LESSEE**  
Leigh Roberts

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Leigh Roberts

\_\_\_\_\_  
Notary Public



EXHIBIT A



EXHIBIT B

