



Council Meeting

AGENDA

Tuesday, December 11, 2018

6:00 PM

City Hall

I. CALL TO ORDER

- 1. Invocation**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Approval of Consent Agenda**
 - [a.](#) November 6, 2018 Council Minutes
 - [b.](#) November 7, 2018 Council Minutes
 - [c.](#) November 8, 2018 Council Minutes
 - [d.](#) November 13, 2018 Council Minutes
 - [e.](#) November 13, 2018 Executive Session Minutes
 - [f.](#) November 20, 2018 Planning Commission Minutes
 - [g.](#) November 27, 2018 Historic Preservation Commission Minutes
 - [h.](#) Approval - 2019 LMIG - To approve as presented. (Recommended for Council approval by Public Works Committee December 4, 2018)
 - [i.](#) Purchase - 5 Viper-ST Automated Switches - To purchase from Power Connections for \$90,705.00. (Recommended for Council approval by Utilities Committee December 4, 2018)
 - [j.](#) Approval - Out of State Travel - To allow Brian Thompson, Justin Milligan, and Mike McGuire to attend TruBist's Corporate Offices in Chester, South

Carolina in January 2019 for \$485.00 as presented. (Recommended for Council approval by Utilities Committee December 4, 2018)

- k. Wastewater Treatment Plant Rehabilitation Engineering Services - Hofstadter & Associates with the amount not to exceed \$7,651,800.00, contingent upon approval of GEFA funding and being ready to construct within six months of Council approval. (Recommended for Council approval by Utilities Committee December 4, 2018)
- l. Intergovernmental Agreement for Animal Control Cases - Approval of IGA with Walton County regarding the provision of Animal Control and Municipal Court Services. (Recommended for Council approval by Public Safety Committee December 4, 2018)

II. PUBLIC PRESENTATIONS

- 1. Walton Works

III. PUBLIC FORUM

1. Public Comments

2. Public Hearing

- a. Rezone - 215 Breedlove Drive
- b. Rezone - 1600 East Church Street

IV. NEW BUSINESS

- 1. Rezone - 215 Breedlove Drive
- 2. Rezone - 1600 East Church Street
- 3. COA Appeal - 600 South Broad Street
- 4. Appointments (3) - Downtown Development Authority & Convention & Visitors Bureau Authority
- 5. Intergovernmental Agreement for Indigent Defense Representation
- 6. Resolution - Authorizing the Urban Redevelopment Agency
- 7. Resolution - Urban Redevelopment Plan Amendment
- 8. Resolution - Adoption of Language Access Plan
- 9. Approval - 2019 Budget Resolution
- 10. Adopt - 2019 Council Meeting Schedule
- 11. Surplus and Sale - 0.011 Acres at 420 North Broad Street Intersection

V. ADJOURN TO EXECUTIVE SESSION

1. Personnel Issue (s)

VI. ADJOURN

The Mayor and Council met for a called meeting.

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

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

Visitors: Andrew Kenneson, Les Russell, Shane Short, Michael Schoon, Andy Camp

I. CALL TO ORDER – JOHN HOWARD

1. Roll Call

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

2. City Administrator Update

City Administrator Logan Propes explained the contractors for the West Spring Street Project have been put into liquidated damage. That means a \$500 a day penalty for the substantial completion portion of the project, then \$250 each day until all the work is completed according to the contract. The CDBG Sewer Rehab Project on South Madison Avenue, Pine Park, Laurence Street, and Strokes Street were started today. He explained the Wastewater Treatment Plant Project will be brought back to Council next month. Mr. Propes stated things are extremely robust; there are more projects going than the City has ever seen in progress at one time before.

3. Central Services Update

Mr. Chris Bailey stated the Fire Department roof is almost complete. The pressure washing and painting will begin once the weather clears up. He explained Patrice Broughton left the City to work as a Public Information Officer with Walton County. The quarterly newsletters will be digital instead of mailers. They will be placed on the City's website and sent out as an email blast once the Tyler Software is in place to collect customer emails. He explained this will save approximately \$12,000 each quarter. Mr. Bailey stated the newest phishing test had a 7.6 failure rate, which is the worst it has been since being implemented. There is a mandatory phishing training video that has been setup for all the employees. He explained House Bill 489 went into effect with the 2018 Legislative Session. It requires all municipalities to post purchases of goods and services and any Public Works construction projects over \$10,000.00 on the Georgia

Procurement Registry, which is a free advertising site by the state. He stated the site allows local and statewide vendors to bid on projects and any projects brought to Council will have been vetted on this new site per law.

II. COMMITTEE INFORMATION

1. Finance

a. Monthly Finance Report

Ms. Beth Thompson presented the monthly Finance Report. Tyler Software is still in the configuration stage in the Finance Department and on schedule to go live in December. She explained there is a parallel payroll running between the two systems this week. The 2019 Proposed Budget has been completed, and the review meetings are scheduled for Wednesday and Thursday evenings. Ms. Thompson stated that the Finance Department received the award from GFOA for outstanding achievement in Popular Annual Finance Reporting for the 2017 PAFR.

2. Airport

a. Monthly Airport Report

Mr. Chris Bailey presented the monthly Airport Report. He stated the fuel sales have remained pretty much even, and the City is still one of the lowest in the region. They started bringing gravel in yesterday. He explained the project began on November 15, with a 90-day completion plan. He stated the West taxi lane reroute will then start; it will be approximately a 60-day project. Expansion of the apron will allow growth of the facilities and additional tie down spots.

3. Public Works

a. Monthly Solid Waste Report

Mr. Danny Smith presented the monthly Solid Waste Report. The drainage project and the tipping floor resurfacing will move into 2019. He explained the welding services to install steel inside the upper wall and weld the joints will be outsourced. The City received \$2,553.53 from the Georgia Department of Natural Resources for scrap tires; they are preparing another report to receive additional funding. Mr. Smith reviewed the Thanksgiving holiday collection schedule.

b. Monthly Streets & Transportation Report

Mr. Jeremiah Still presented the monthly Streets & Transportation Report. He stated the LMIG paving is almost finished; Olympia Way is all that remains for completion. The right-of-way crews are doing general maintenance, and the leaf trucks will be starting in about two weeks.

c. Purchase – Trees for West Spring Street Sidewalk Project

City Administrator Logan Propes discussed purchasing trees for the West Spring Street Sidewalk Project. He stated there was a change order to the original contract which allowed the City to save money by purchasing and installing the trees. He discussed the bids for the Trident Maple trees and recommended accepting the bid from Bold Springs Nursery, even though it was not the lowest bid. He explained it is the best bid considering the City's history with the nursery and their quality of trees; there was not a lot of confidence for the company that had the lowest bid. He recommended purchasing the 88 trees from Bold Springs Nursery for the amount of \$26,324.00 plus an estimated \$1,200.00 for shipping.

Mr. Brian Thompson stated the Trident Maple works best in the roadway due to their height and the way their root systems grow. He explained the trees will be between two and a half and three inches in caliper. He stated the trees are recommended and approved by DOT for sidewalk projects.

Council and staff discussed the placement, planting, and guarantee of the trees.

The committee recommends to Council the purchase of 88 trees from Bold Springs Nursery.

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

4. Utilities

a. Monthly Electric & Telecom Report

Mr. Brian Thompson presented the monthly Electric & Telecom Report. He stated seven employees spent a total of 14-days in Southwest Georgia, Thomasville, and Cordele. He explained all of Crisp County was in the dark Thursday morning and a week later they still had 40% of their system out. It was a catastrophic destruction of the system and will be used as a learning experience to make changes in the emergency response systems. He stated the pole and pad mount inspections are complete. The City got less than five percent on the pole inspection rejects for the first time and less than one percent on the pad mount inspection rejects. The Electric Department and the DDA are partnering to install electric services inside Childers Park. Mr. Thompson explained his crews will be installing the lighting along Spring Street as they are planting the trees. The Telecom Department has started the annual radio frequency leak survey. He stated the GPW redundancy project is complete, and they are now working on dual 10G links back to Decatur.

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

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, Gas, & Stormwater Report. He stated the sewer main rehab along Olympian Way has been completed. The water installation on Highland Avenue and Wayne Street will be starting within the next few weeks. He explained the contractor has finished two of the ponds in the Meadow Walk Subdivision. The North Lumpkin and Spring Street alleyway will have the concrete poured next week.

c. Approval – 2018 CDBG Engineering Services Award

City Administrator Logan Propes discussed the 2018 CDBG Project. He recommended awarding the engineering services to Hofstadter & Associates for the amount of \$141,787.00. He explained this is for an increased CDBG amount this year of \$750,000.00 and will count toward the City's contribution amount. He stated that Hofstadter & Associates successfully engineered the 5th and 6th Street CDBG Projects which just closed out.

Council and staff discussed bidding of projects, services, and rates.

The committee recommends approval of Hofstadter & Associates for engineering services of the 2018 CDBG to Council.

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

d. Approval – HVAC for Water Plant

Mr. Rodney Middlebrooks discussed hiring JC Lane Consulting to install the HVAC system for the Water Plant remodel. He explained the Gas Authority has teamed up with Yanmar to offer rebates for a new natural gas heat pump system. There are only two certified installers in Georgia, and only one of those two bid on the installation. He stated the cost is \$61,815.00 and with the \$21,000.00 rebate from the Gas Authority, the final cost will be \$40,815.00.

Council and staff discussed the unit comparisons, warranties, and prices.

The committee recommends to Council approval to hire JC Lane Consulting for the net cost of \$40,815.00 after rebate.

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

e. Approval – Electrical System for Water Plant

Mr. Rodney Middlebrooks discussed the electric system installation bids for the Water Plant remodel. He explained Peters Electric had the lowest bid of \$29,500.00, which will be a complete replacement of the electrical system inside the building.

Mr. Brian Thompson stated the electric is unsafe and unusable currently.

The committee recommends approval to hire Peters Electric for the amount of \$29,500.00 to Council.

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

f. Approval – Young Street Gas Main Replacement

Mr. Rodney Middlebrooks requested approval to hire Harrison & Harrison for the replacement of the steel gas main on Young Street. There will be approximately 3,200 feet of two-inch steel pipe replaced. He explained the recent leak surveys have shown continuous deterioration of the pipe coating. In the last year the City has repaired two grade-two leaks, and two grade-three leaks. He explained Harrison & Harrison had the lowest bid amount of \$50,490.00.

The Committee recommends to Council approval to hire Harrison & Harrison to replace the gas main for the amount of \$50,490.00.

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

g. Purchase – Vermeer Service Trencher

Mr. Rodney Middlebrooks requested to purchase a new Vermeer RTX450 Service Trencher for the amount of \$57,500.00 from Vermeer Southeast Sales, the lowest bidder. The trencher will replace a 2000 model Vermeer V3550, which has a blown engine and bad drive pump. He explained the trencher is used by the gas, water, and electric departments.

The committee recommends the RTX450 service trencher purchase from GA Vermeer Southeast Sales for the amount of \$57,500.00 to Council.

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

h. Purchase – Redundant Server System

Mr. Brian Thompson presented a request to purchase the Redundant Server System for all back-office ISP processes. The bank of servers verify all of the internet protocol addresses. He explained the existing server is non-redundant and at the end of its lifespan. He stated the two redundant servers will both do the same job, but if one fails the other will automatically take over without any system failure occurring. Mr. Thompson explained the low bid to be from Dell for the amount of \$68,845.73. He stated this is the most efficient way to accomplish this, and it will also work in conjunction with the new increased capacity to GPW.

The committee recommends to Council the purchase of the Redundant Servers from Dell for the amount of \$68,845.73.

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

i. Purchase – Redundant Arris C4 CMTS

Mr. Brian Thompson explained the CMTS is the Cable Modem Termination System, which is the device that communicates between the modem and the internet. The existing CMTS has a capacity of 608 megabits per node. He stated adding a second unit will increase the capacity to 1.216 gigs and will be a physical redundancy in the system. This will allow fiber changes in the network if one of the systems were to fail.

Council and staff discussed the sustainability of the system, projections, and funding.

The committee recommends the purchase of a Redundant Arris C4 CMTS from Netsource Global for the amount of \$39,770.00 to Council.

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

j. Purchase – Optical Transport System

Mr. Brian Thompson explained the Optical Transport System consists of lasers and return receivers which take signals from the C4 and transport them to the customer. The system consists of new lasers, return receivers, and a signal master that splits the signal. He requested to purchase the system from MEGA Hertz, the lowest bidder, for the amount of 54,046.91.

The committee recommends to Council the purchase of the Optical Transport System from MEGA Hertz for the amount of \$54,046.91.

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

5. Public Safety

a. Monthly Fire Report

Interim Fire Chief Bill Owens presented the monthly Fire Report. He stated the Community Fire Safety Blowout was held on October 20. It was a success, with a large turnout at the Fire Department. They held the first live fire training exercise, and there will be two more training events later in the month. The department is still hydro and flow testing throughout the City.

b. Monthly Police Report

Interim Police Chief R.V. Watts presented the monthly Police Report. He stated September was less stressful than the month of October. He explained there were two separate shooting incidents on September 3, minutes apart from one another. They were not related to each other, and arrests were made on both incidents that day. The number of calls for service are the lowest of the year. He discussed the Active Shooter Training for the department.

6. Planning & Code

a. Monthly Code Report

Mr. Patrick Kelley presented the monthly Code Report. He stated the contractor of the sidewalk project started a de facto landfill and has been directed to remove it immediately. The superintendent has committed to getting it cleaned up. There are lots of building and restaurant projects coming into town. He stated Tokyo II is looking for an alternative site to build a new location. The Main Street Walton Mill apartment complex will be starting soon. Murphy Oil, the gas station in front of Walmart, is going to build a 1,300 square foot convenience store. He stated they are continuing to work on the R1A Zoning Ordinance Moratorium.

b. Intergovernmental Agreement for Aerial Photometrics

City Administrator Logan Propes explained the Intergovernmental Agreement with Walton County and the City of Loganville for enhanced aerial photometrics. High tech camera equipment will be used to create an ultra-high resolution, aerial orthorectified photometric study. He stated it will provide great planning and property assessment tools that will help with property appraisals, parcel boundaries, and planning work. Mr. Propes explained the City of Monroe will only be responsible for paying \$6,722.02 per year for a period of three years.

The committee recommends approval of the Intergovernmental Agreement with Walton County and the City of Loganville for aerial photometrics to Council.

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

7. Economic Development**a. Monthly Economic Development Report**

Ms. Sadie Krawczyk presented the monthly Economic Development Report. She stated that Monroe is a finalist to receive a \$25,000 Grant from the Levitt AMP Music Series Grant. It will help to activate the new Town Green Space. She explained the purpose of the grant is to sponsor ten concerts in the community on an inactive parcel. The City of Monroe is in seventeenth place currently and must be in the top twenty-five to be considered for the final grant. She encouraged everyone to vote on the website. Ms. Krawczyk reviewed the Federally Designated Opportunity Zone area in Monroe, and the benefits of the zone.

Mr. Andy Camp with NextSite gave an update. He discussed marketing the retail commercial development for Monroe and gave Council copies of the marketing brochure. He also discussed the different conferences they attend, and how they represent Monroe at the conferences.

III. ITEMS OF DISCUSSION

- 1. Application – Beer & Wine Package Sales – Alcovy Grocery**
- 2. Application – Beer & Wine On-Premise Consumption – Rocky's Pizzeria & Grill**
- 3. Resolution – City of Ethics Recertification**

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

IV. ITEMS REQUIRING ACTION**1. Resolution – R1A Moratorium Extension**

City Attorney Paul Rosenthal stated the resolution will extend the R1A moratorium. They are still working on getting the code rewritten, and the moratorium will give them further opportunity to get it finished. He explained it will extend the current expiration an additional 180 days, from November 11 until May of 2019.

Council Member Larry Bradley requested staff to bring the results of the mixed housing studies back to Council in 90 days.

City Administrator Logan Propes stated hopefully it will be done much quicker than the 180 days, and at that point the moratorium can be lifted. He explained the R1A and other zoning classifications will be amended in the most expedient manner as possible.

Mr. Darrell Stone stated the contractor evaluating the R1A Zoning used some arduous language that could be difficult for developers and land owners to understand. He would also like the zoning to be more robust, and to look at some incentivizing techniques. This would maximize the infill to make it more profitable for the City as well as a developer. Mr. Stone explained this will change the housing profile for the City.

To adopt the resolution as presented.

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

2. Tax Abatement – Hitachi Automotive Systems Americas, Inc.

City Administrator Logan Propes discussed the tax abatement for the expansion of Hitachi Automotive. He explained it will be up to a \$330 million dollar investment in the City, and will create at least 100 new jobs. This will be a great opportunity for the City, Hitachi, and Walton County at large.

Mr. Shane Short, with the Development Authority of Walton County, discussed the potential expansion of Hitachi. He stated they have expanded a number of times throughout the years, investing millions of dollars in the community. This will be their largest expansion to-date. He addressed the issue of layoffs, which took place at Hitachi. He explained about a year ago the new president of their corporate office hired a consulting firm that recommended streamlining and combining operations corporate-wide. There was also a corporate-wide ten percent reduction in workforce. Mr. Short stated that Monroe was fortunate, because the layoffs were only four of five percent in Monroe. The equipment has gotten more high tech with each of the investments Hitachi has made in the community, which means less people are required to operate the machines. He explained that the job quantities will be lower than the past expansions, but will require more training and more of a skilled workforce. Mr. Short discussed the progression and change of automobiles, which are all computerized today. Hitachi is one of the worldwide leaders in the automotive industry moving in the direction of electric cars. He explained Hitachi has been given a tax abatement each time they have expanded in the community.

Council Member Larry Bradley stated that Walton County and the Board of Education have already agreed to the tax abatement.

Mr. Short stated that it is a phase in abatement, not a hundred percent tax abatement. He explained that a company’s largest expense is when they are building new or expanding. They are not producing a lot of product or making sales on that product during that time. The tax phase in coincides with when the profits start to increase.

To authorize the signing of the resolution and memorandum of agreement with Hitachi Automotive Systems Americas, Inc.

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

V. ADJOURN

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

MAYOR

CITY CLERK

The Mayor and Council met for a called meeting.

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

Staff Present: Danny Smith, Jeremiah Still, R.V. Watts, Bill Owens, Beth Thompson, Les Russell, Darrell Stone

Visitors:

I. CALL TO ORDER

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

II. DEPARTMENTAL BUDGETS

1. Fire

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

2. Police

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

3. Planning & Development

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

4. Solid Waste

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

5. Streets

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

III. ADJOURN

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

MAYOR

CITY CLERK

The Mayor and Council met for a called meeting.

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

Staff Present: Beth Thompson, Rodney Middlebrooks, Brian Thompson, Chris Bailey, Les Russell

Visitors:

I. CALL TO ORDER

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

II. DEPARTMENTAL BUDGETS

1. Central Services

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

2. Electric & Telecom

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

3. Water, Sewer, Stormwater, & Natural Gas

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

4. Human Resources

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

III. ADJOURN

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

MAYOR

CITY CLERK

The Mayor and Council met for their regular meeting.

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

Staff Present: Jeremiah Still, Beth Thompson, Rodney Middlebrooks, Patrick Kelley, Darrell Stone, Bill Owens, Sam Treadwell, Chris Bailey, Beverly Harrison, Sadie Krawczyk

Visitors: Andrew Kenneson, Ron Coleman, Ginny Vanoostrom-Willett, Vishal Ali, Asif Ali, Matthew Dion, Janice Dion, Angela Yarman, Brian Widmer, Andy Pippin

I. CALL TO ORDER – JOHN HOWARD

1. Invocation

Associate Pastor Brian Widmer of Grace Monroe at the Mill 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 Malcom, seconded by Crawford.
Passed Unanimously*

4. Approval of Consent Agenda

- a. October 2, 2018 Council Minutes
- b. October 9, 2018 Council Minutes
- c. October 16, 2018 Planning Commission Minutes
- d. October 23, 2018 Historic Preservation Commission Minutes
- e. September 20, 2018 Downtown Development Authority Minutes
- f. October 11, 2018 Downtown Development Authority Minutes

- g. September 20, 2018 Conventions and Visitors Bureau Minutes
- h. October 11, 2018 Conventions and Visitors Bureau Minutes
- i. Purchase – Trees for West Spring Street Sidewalk Project – To purchase from Bold Springs Nursery. (Recommended for Council approval by Public Works Committee November 6, 2018)
- j. Approval – 2018 CDBG Engineering Services Award – Approval of Hofstadter & Associates for \$141,787.00. (Recommended for Council approval by Utilities Committee November 6, 2018)
- k. Approval – HVAC for Water Plant – To hire JC Lane Consulting for the net cost of \$40,815.00 after rebate. (Recommended for Council approval by Utilities Committee November 6, 2018)
- l. Approval – Electrical System for Water Plant – To hire Peters Electric for \$29,500.00. (Recommended for Council approval by Utilities Committee November 6, 2018)
- m. Approval – Young Street Gas Main Replacement – To hire Harrison & Harrison for \$50,490.00. (Recommended for Council approval by Utilities Committee November 6, 2018)
- n. Purchase – Vermeer Service Trencher – To purchase the RTX450 from Vermeer Southeast Sales for \$57,500.00. (Recommended for Council approval by Utilities Committee November 6, 2018)
- o. Purchase – Redundant Server System – To purchase from Dell for \$68,845.73. (Recommended for Council approval by Utilities Committee November 6, 2018)
- p. Purchase – Redundant Arris C4 CMTS – To purchase from Netsource Global for \$39,770.00. (Recommended for Council approval by Utilities Committee November 6, 2018)
- q. Purchase – Optical Transport System – To purchase from MEGA Hertz for \$54,046.91. (Recommended for Council approval by Utilities Committee November 6, 2018)
- r. Intergovernmental Agreement for Aerial Photometrics – Approval of IGA with Walton County and the City of Loganville. (Recommended for Council approval by Planning & Code Committee November 6, 2018)

To approve the consent agenda as presented.

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

II. PUBLIC PRESENTATION

1. Communities in Schools

Ms. Angela Yarman gave a presentation and general overview of Communities in Schools of Walton County. It is a local non-profit organization, which was founded in Walton County. She stated they are a drop-out prevention operation. They follow a Researched Base Model, which involves developing an assessment of needs at each school. Ms. Yarman explained Communities in Schools partners with the local school districts to implement many innovative programs that help students succeed. They develop academic programs for extra tutoring and credit recovery; this gives students the opportunity to stay on track to graduate. She explained that many students need extra support in basic needs, college access, workforce preparation, motivation, attendance, and discipline. Communities in Schools has school-wide programs and one-on-one support to help students take full advantage of their educational opportunities.

No Action.

III. PUBLIC FORUM

1. Public Comments

Mr. Ron Coleman, of 2103 Whitman Court, stated he is a concerned citizen. He lives in Walton County, but not inside the City limits. He questioned who's responsible for the condition of the old Carver School Building. He presented pictures of the building and discussed the structure. He discussed the children playing in the area, ill will, illegal drugs, the accessible open rooms

throughout, the hazards, and all the trash. Mr. Coleman stated this bothers him a lot. He questioned why, for how long, and the plans for the structure. He requested that the City not let an area be abandoned and left in this state going forward. He thanked Council for listening and letting him share his concerns.

IV. NEW BUSINESS

Council Member David Dickinson recused himself from any participation in this matter, stating he is Counsel for the owner of the building.

1. Application – Beer & Wine Package Sales – Alcovy Grocery

City Attorney Paul Rosenthal stated the application is in order, but the current property owner has contacted the Code Office raising concerns and objections about the application.

Mr. Vishal Ali, owner of Alcovy Grocery, stated he is trying to acquire a business license to sell alcohol. He stated that alcohol was sold by the previous business owner.

Ms. Ginny Vanoostrom-Willett, owner of the property, stated she sent the current tenant a notice of termination and demand for the premises. She clarified that she is trying to terminate the lease at this point. The premises was supposed to be used for grocery sales only and no other, as stated in the lease agreement. She stated the definition of grocery is food and supplies by a grocer; alcohol does not fall in line with grocery. Ms. Vanoostrom-Willett stated the business license application shows Mr. Ali took possession of the business in October, but the property lease between Mr. Ali and Arnold Property Management is dated November 14, 2017. She stated that Mr. Ali has been selling alcohol under someone else's name for at least a period of one year. She explained that her insurance company sent her a letter of cancellation. Mr. Ali hasn't even tried to obtain insurance until yesterday. She stated an insurance rider will cost her at least \$4,000 more plus a percentage of the sales from alcohol. Ms. Vanoostrom-Willett stated Mr. Ali lost the right to sell lottery tickets at some point during his occupancy.

Council Member Larry Bradley questioned whether Mr. Ali has been selling beer and wine out of the business without a license.

Mr. Rosenthal stated it is his understanding that there is an active license at the property, which appears to be for the former owner of the business. The issue raised by the property owner is that the timing seems wrong. The application before Council for consideration included information that the business was sold to the applicant earlier in the month. According to the leases, it appears that Mr. Ali entered into a lease agreement with an entity related to Arnold Property Management in November of last year. It appear that there is an active license on the property for a K. Corp. doing business as Alcovy Grocery, which is the entity that purports to be selling the business to the current applicant, Mr. Vashal Ali. The inconsistency which is being raised by the property owner is that the lease provided with the application shows that the lease was executed in November of 2017. The lease was not executed contemporaneously with the sale of the business that is purporting to occur right now or when and if this alcohol license is approved.

Ms. Vanoostrom-Willett commented that it is much more than that, it has to do with liability and the lease states that he can only sell groceries. She stated they plan to terminate the lease. She questioned how someone can sell alcohol out of a business when they aren't even on the lease.

Code Enforcement Officer Patrick Kelley stated the whole thing revolves around, that it is a landlord and tenant dispute. He explained that he went to the premises of the business to investigate, and the alcohol was segregated from the other merchandise. It was inside an uncooled cooler, completely sequestered from the main portion of the building.

Mr. Rosenthal stated since there was opposition and issues raised, it would be appropriate for the applicant to be given an opportunity to respond. They may want to comment or have information to provide. He explained that they as the applicant bear the burden. The consideration of this application is for Council alone. It would be appropriate, in the context of general procedural due process that they be given the opportunity to respond to the issues raised by the property owner.

Mr. Ali stated that he was never asked to get insurance, and it is not in his lease that he should have insurance. He stated that he was never approached saying that he could not sell beer until recently. The landlord told him they would not allow him to sell beer and would not renew his lease. He stated that the word grocery is a broad term. Grocery stores sell beer and wine, but liquor is a separate issue. He was never approached about providing insurance; when he was asked recently, he purchased it as quickly as possible. Mr. Ali stated that he was asked about the insurance on Friday evening and provided the proof of insurance the next Monday morning. Even though, it is not in the lease that he must have insurance. He stated the previous owner sold alcohol at this location, and there were not any issues or violations with selling alcohol.

Mr. Larry Bradley questioned how long Mr. Ali has owned the business.

Mr. Ali explained he took over the lease in November of 2017, but he and the previous owner were having disputes concerning the closing. The lease had to be secured before they could complete the transaction. They were disagreeing on certain things so they decided to close the business. Mr. Ali took over the business after it closed and applied for the alcohol license. He explained they took precaution after being told they could not sell alcohol; they locked it up so nobody would have access to it.

Council Member Nathan Little questioned the lease stating that he would not sell alcohol.

Mr. Ali answered that the lease states grocery sales and no other, but grocery is a broad term. If grocery means only food and drinks, then he can't sell motor oil or supplies. It is all in the nature of a grocery store. He stated alcohol was already being sold there and the new landlord never told him that he could not sell it. He stated the landlord wants him to stop doing business so they can take over the property. He was told that they would make no changes to his lease, even if he wanted to use a corporation name for the business. He explained that he received a notice to terminate the lease and is looking into getting an attorney.

Mr. Rosenthal stated there are obvious issues between the landlord and tenant. The issues are between them and are civil in nature, but doesn't mean that Council can't take into account the possible lease termination. The issue can be taken into account for whether or not the lease was active in November of this year, and the application has just now been applied for a license. That begs the question whose license the alcohol has been sold under from November 2017 until the license was applied for in October of this year. The civil issues of the lease between the

landlord and tenant should be separate, but the reality of a potential lease termination is a factor which could be considered. He explained the application before Council is in order and is at their discretion to grant or deny the application based upon the information received.

To table the application. City staff to look into the legality of whose name the alcohol license is in, who has been selling the alcohol in the past, check to see whether there are any issues, and give time for any litigation concerning the termination of the lease.

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

2. Application – Beer & Wine On-Premise Consumption – Rocky’s Pizzeria & Grill

To approve the application.

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

3. Resolution – City of Ethics Recertification

To approve the resolution as presented.

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

4. Easement Acquisition Services for Alcovy Sewer Line

City Administrator Logan Propes discussed obtaining the PRIMACQ Group to assist with the easement acquisition services for the Alcovy sewer line extension to Highway 138. The City needs to be able to start construction as soon as possible. He explained the estimated cost is \$22,750.00 based on the fee schedule, but the amount could vary depending on the number of actual parcels that must be acquired. He stated they have done great work for the City on the North Broad and West Spring Street Sidewalk Projects.

Council Member Larry Bradley questioned the services provided by the PRIMACQ Group. He questioned whether the service fee is for them to negotiate with the property owners; the fee has nothing to do with paying the property owners.

Mr. Propes explained the fee is for PRIMACQ Group to negotiate with the property owners, to work with the legal counsel for the City, to make sure everything is recorded properly, to help execute the easement acquisitions, and work hand-in-hand with the engineers.

Council Member Lee Malcom questioned whether it would be brought back for Council approval if the amount exceeds the \$22,750.00.

Mr. Propes stated he is requesting the item be approved based on these ten parcels, and if it goes beyond those, it will be brought back for approval.

To approve the easement acquisition services for the Alcovy sewer line extension for the estimated amount of \$22,750.00, based on the ten parcels.

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

5. Easement Acquisition Services for Loganville Water Line

City Administrator Logan Propes stated this is the same type of services for a different project. The PRIMACQ Group will provide the easement acquisition services for the Loganville Water Line Project. He explained the cost is estimated at \$49,750.00 for about 25 parcels. He stated the same conditions apply, it will be brought back to Council if a change order is required.

Council Member Nathan Little stated all the costs will be accumulated and included in the shared project cost.

Mr. Propes answered that is correct, it will all be included.

To approve the easement acquisition services for the Loganville water line for the estimated amount of \$49,750.00, based on the 25 parcels.

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

V. ADJOURN TO EXECUTIVE SESSION

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

RETURN TO REGULAR SESSION

In recognition of the outstanding performance of City Administrator Logan Propes, to increase Mr. Propes salary \$5,000.00 per year effective January 1, 2019.

*Motion by L. Bradley, seconded by Dickinson.
Voting no Garrett.
Passed 7-1.*

VI. ADJOURN

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

MAYOR

CITY CLERK

The Mayor and Council met for an Executive Session.

Those Present:	John Howard	Mayor
	Wayne Adcock	Vice-Mayor
	Lee Malcom	Council Member
	Myoshia Crawford	Council Member
	Ross Bradley	Council Member
	Larry Bradley	Council Member
	Norman Garrett	Council Member
	Nathan Little	Council Member
	David Dickinson	Council Member
	Russell Preston	City Attorney
	Paul Rosenthal	City Attorney

I. Call to Order – John Howard

1. Roll Call

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

II. Personnel Issue (s)

1. Personnel Matter

Personnel matters were discussed, including attorney-client discussions.

III. Adjourn to Regular Session

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

MAYOR

CITY CLERK

**MONROE PLANNING COMMISSION
MINUTES
November 20, 2018**

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

Absent: Kyle Harrison

Staff: Debbie Adkinson – Code Department Administrative Assistant
Patrick Kelley – Director of Code & Development
Darrell Stone – Director of Planning and Development
Logan Propes – City Administrator

Visitors: Christian Witter, Stephen Giles, Jillian Janovsky, Dicky Hardy, Hazel Prather, Charlie & Gail Yarberry, Richard Roberts, John Hyers, Paul Rosenthal, Mary Williams, Lisa Vickery, Steven Siegan, Rick Holder, Gabel Holder, Edith Weaver, Dan Greene, John Sloan, Kathleen DeMarco, Al D Lazzaro, Nathan Purvis, Whit Holder, Bill Margaret Hartley, Ron & Joy Mullis, Tommy & Linda Aycock

CALL TO ORDER –CHAIRMAN MIKE ECKLES

Chairman Eckles asked for any changes, corrections or additions to the October 16, 2018 minutes. Hearing none he entertained a motion. Parks made a motion to approve. Camp seconded. Motion carried. Minutes approved.

The first item of business: is for petition # 18-00430 for a Rezone at 215 Breedlove Drive. The applicant is Mill Point Properties, LLC. They are requesting a rezone from R1, M1 and B3 to B3. The property consists of 4.38 ac and has 175.10 ft of road frontage on Breedlove Drive. The recommendation of the Code Department is Approval.

Public Hearing opened at 5:32 pm

Nathan Purvis spoke to the request. The two tracts of property will be combined into one to be used for a commercial mini storage project. This is not set in stone but is what they would like to do.

Camp asked if this was the only commercial property facing Breedlove Drive.

Kelley stated there are other commercial properties on Breedlove.

Purvis stated this storage would be climate controlled at almost 100%. There will be landscaping with a nice entrance.

Chairman Eckles asked for more questions. Public hearing closed at 5:38 pm

Chairman Eckles asked for any opposition. Being none he entertained a motion.

Motion to approve.

Motion made by Butler. Seconded by Parks
Passed unanimously

The seconded item of business: is for petition # 18-00481 for a Certificate of Appropriateness at 2040 West Spring Street. The applicant Murphy Oil USA Inc request a COA to demolish existing gas station and convenience store and replace with new 1400 sf convenience store with canopy and fuel dispensers.

Code Officer Report: The Code Office does not do recommendations on COA's. The COA request design meets the CDO requirements as much as possible. The columns need to be wrapped with stone or brick or material that will look better.

Jillian Janovsky of Greenberg Farrow spoke to the request. She gave a short synopsis of what the goal is redevelop the project. There will be 8 fueling stations. They will be installing a good amount of landscaping that is not there at this time. The wrapping on the columns would be a veneer to match the building.

Chairman Eckles asked for any questions.

Parks asked the length of time the station would be down.

Janovsky stated it would be 12 to 14 weeks

Public Hearing closed at 5:45 pm

Motion to approve with conditions columns will be wrapped.

Motion made by Butler. Seconded by Camp
Passed unanimously

The third item of business: is for petition # 18-00480 for a COA at 600 South Broad Street. The applicant Pleasant Valley Assets LLC is requesting a COA to relocate gravel parking spaces at main entrance of Walton Mill to a less visible screened area 200 ft to the north.

Public hearing opened at 5:45 pm.

Code Officer Report: The Code Department does not make recommendations on COA's. This request does not meet the requirements of the CDO or the parking regulations of the city.

Chairman Eckles asked for a representative to speak.

Rick Holder spoke to the request. He stated they didn't feel they could be exact where the parking lot needed to be totally so would like to place a graveled parking area until development happened.

After some discussion of there being allowed only 10 gravel spaces, the number of places required to replace the existing parking and the need to pave the new space, Chairman Eckles closed the public hearing at 5:55 pm. He asked if there were any opposition. Being none he entertained a motion.

Motion to Deny.

Motion made by Eckles. Seconded by Butler
Passed unanimously

The applicant asked if this could be appealed to the Council. Yes, therefore they will be going to the Council in December for the appeal.

The fourth item of business: is for petition # 18-00479 for a Rezone at 1600 East Church Street. The applicant, KFB Enterprises, request a rezone of this property from PCD to PRD. The property has approximately 794.6 ft of road frontage on East Church Street. The property consists of 43.42 ac. The recommendation of the Code Department is for approval.

Public Hearing opened at 6:02 pm

Code Department Report: The Future Land Use Plan indicates the property should be Residential. There are no recommendations listed here but to point out some of the background of this property. It is a property that has been long standing defunct planned development. It has been sitting idle for approximately 12 years.

Stephen Giles representing KFB Enterprises Inc spoke to the request. He gave a synopsis of the goal to make this development a single family front porch Charleston type community.

There was some discussion of how many houses and length of time to complete the project. Also the minimum size of the houses and the amenity package was mentioned.

Kelley interjected a couple of things possibly needing to be considered. They had a 4 ft side yard setback on this property, but they also have a 10 ft drainage easement on all property lines so he suggest that be expanded to be 5 ft minimum side yard setbacks so the drainage easement don't extend into the footprint of the home. He recommends the condition that they have a concurrent filing of the covenants with the plat and also the requirements of the HOA since they are having covenants, conditions and restrictions. Since they are asking for the reduction in the minimum lot size, which applies only to the reconfigured part of the plan, that those lots are at a least the minimum 4000 sq ft and the entire lot of the redeveloped property be sodded rather than just the 2000 ft of landscaping.

There was some discussion of the suggested conditions.

Chairman Eckles asked for any opposition. Being none the public hearing closed at 6:11 pm

Chairman Eckles entertained a motion.

Motion to approve with conditions specified.

Motion made by Camp. Parks Seconded
Passed unanimously

The fifth item of business: is for petition # 18-00490 for a Zoning Variance at 1190 West Spring Street. This item was withdrawn before the meeting.

Old Business: 409 Greenwood Drive Variance Request for petition # 18-00386. Applicant MUL Properties LLC requests a rezone to allow for 4 buildable lots as opposed to 3 that would be allowed by meeting code for lot sizes.

Chairman Eckles opened the floor for comments from the applicant, Paul Rosenthal and anyone else that might like to speak. Mr. Rosenthal asked for a reduction of the width of the lots from 100 ft to 77 ft which is a 23% reduction. He offered an amended list of 7 conditions so that the quality of homes can be approved. He asked for a recommendation for approval.

Chairman Eckles asked if anyone would like to speak briefly.

Mary Williams of 314 Selman Drive is opposed.

Tommy Aycock of 417 Woodland Road is opposed.

John Hyers of 520 Clearview is for.

Kathleen DeMarco of Greenwood Drive is not opposed to 4 homes.

Public Hearing closed at 6:22 pm

Parks spoke to the public and asked if they understood that if they go with the number of lots allowed as is the owner could place modular homes on those lots. She also stated if approved with these conditions there would be no way any type modular or manufactured home could come in.

Chairman Eckles entertained a motion.

Motion to approve with conditions and with 4 driveways.

Motion made by Camp. Butler Seconded.
Motion passed 3 for 1 opposed.

New Business: None

Chairman Eckles entertained a motion to adjourn. Parks made the motion. Butler Seconded. Meeting adjourned at 6:28 pm

Historic Preservation Commission
Meeting Minutes
November 27, 2018

Present: Mitch Alligood
Marc Hammes
Susan Brown
Crista Carrell
Fay Brassie

Absent: None

Staff: Patrick Kelley, Director of Code & Development
Debbie Adkinson, Code Department Administrative Assistant
Darrell Stone, Director of Planning and Development

Visitors: Lindsey South, Daniel South, David Butler, Kathleen Farmer, John Howard, Joyce Cox, Walter R Cox Jr., Ron Smith, Hal Breedlove, Deborah Breedlove, Jim Laird, Lynn Laird, Betsy Yancey

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

Chairman Alligood made an amendment to the agenda and added the 100 S Broad Street item.

Chairman Alligood entertained a motion for approval of the minutes from October 23, 2018. Hammes made a motion to approve. Brassie seconded. Motion Carried. Minutes approved.

The first item of business is an application for COA for petition # 18-00498 at 308 South Broad Street. The applicant, First Baptist Church of Monroe requests a COA to replace the existing Sanders Walker Memorial park with a parking lot and move the park to the Broad Street side of the parcel.

Hal Breedlove, Representative for First Baptist Church of Monroe spoke to the request. The park abuts the Adult Education annex for the Church. A part of the lot is used as a memorial to Sanders Walker back in the 1940's. They need a more convenient handicap and senior parking that is accessible to the sanctuary. The current handicap ramp is a level grade between the current vacant lot and the entrance across South Wayne Street to our sanctuary at a handicap ramp. They will relocate the Sanders Walker Memorial to the front next to South Broad Street and recreate that with new landscaping.

Chairman Alligood asked for questions.

Carrell – disagrees with the park being a vacant lot. It was donated as a park.

Breedlove – The church did a title search and made sure that any spirit of any agreement for the memorial was honored. There a verbal or hand shake agreement because there is no legal written covenants of record to prohibit this between the Sanders Walker family and the Church is to honor them by relocating the park and updating it. At the same time keeping the vista open to the church.

Brassie – The only landscaping seen in the application is for Wayne Street.

Breedlove – presented a landscape site plan that had been done and not included in the original application.

After much discussion Chairman Alligood entertained a motion.

Hammes made a motion to table until the next meeting to give more time for them to study the new site plan with landscaping. Brown seconded. Motion carried. Tabled until the January 2019 meeting.

The second item of business is an application for a COA for petition # 18-00497 at 212 Walton Street. The applicant, David Butler is requesting a COA a material change in appearance to land lot to erect a new home on the property and to remove two sections of the brick wall for entrance/driveway.

The applicant David Butler spoke to the request. He is available for any questions.

Chairman Alligood asked for any questions.

Carrell asked what part of the fence would actually be removed.

Butler – The two sections on the west end of the property.

Brassie – Is the house being built as is in the picture?

Butler – it will have a shingle roof and hardi siding.

Chairman Alligood opened the floor for any public comments.

Jim Laird – any possibility a ruling can be made to remove fencing in front of the houses in the historic district should be done.

Lynn Laird – what is square footage of the house and will it be seen from the road.

Butler – 2300 sq ft and yes

Wally Cox – I am curious as to where the driveway is going.

Butler – the west end of the property.

Chairman Alligood entertained a motion. Carrell made a motion to approve. Hammes seconded. Motion carried. COA granted.

Third item of business is an application for a COA for petition # 18-00507 at 100 South Broad Street. The applicant, LTD Holdings LLC request a COA make changes to the store front on both fronts and open old existing windows currently covered with cinder block. They are also requesting approval to build a patio on the rear of the building.

The applicant representatives, Lindsey and Daniel South spoke to the request. They gave a synopsis of the changes they would like to make. They have a rendering of what the buildings will look like once the changes are made. The patio will be made of metal with a concrete floor. They want to restore the windows back and start work on the store fronts. They want to take the buildings back to be very similar to what it once was.

Brassie - The patio will have a curtain type wall around it.

D South – stated it would be made of a metal mesh material

Kelley brought to the attention of the applicant that the lighting around the top of the building may be something that will need a variance.

Chairman Alligood entertained a motion. Brown made a motion to approve. Brassie seconded. Motion carried. COA Granted.

Old Business: None

New Business: None

Chairman Alligood entertained a motion to adjourn. Hammes made a motion. Carrell seconded. Meeting adjourned at 6:40 pm.



To: City Council, Public Works Committee
From: Jeremiah B. Still, Streets and Transportation Director
Department: Streets and Transportation
Date: 11/27/18
Description: 2019 LMIG Program

Budget Account/Project Name: CIP-SPLOST LMIG MATCH

Funding Source: SPLOST

Budget Allocation: \$47,952.35

Budget Available: \$50,000

Requested Expense: \$207,793.50 **Company of Purchase:** N/A

Recommendation: Staff recommends council approval for contracting out 1.9 lanes miles of Alcovy Street (overlay and striping) for LMIG allocation in 2019.

Background:

Alcovy Street is in need of repair and the street division proposes we use the 2019 LMIG allocation for such improvements. The Local Maintenance and Improvements Grant (LMIG) has been developed in cooperation with ACCG, GMA, and others. Georgia DOT remains committed to helping local governments achieve much-needed improvements to the state and local roadway network. The LMIG program will allow local governments greater flexibility and quicker project delivery while allowing GA DOT to effectively administer the program with a reduced workforce and new funding match requirements.

The 2019 LMIG totals \$207,793.50. Of this, the required 30% local match totals \$47,952.35. The remainder of \$159,841.15 is reimbursable from GDOT. The funding source will be from SPLOST funds.

Attachment(s):

LMIG Letter from GA DOT
 2019 LMIG Application



One Georgia Center, 600 West Peachtree Street, NW
Atlanta, Georgia 30308
Telephone: (404) 631-1000

June 15, 2018

Mr. John Howard, Mayor
City of Monroe
P.O. Box 1249
Monroe, Georgia 30655

RE: Fiscal Year 2019 Local Maintenance & Improvement Grant (LMIG) Program

Dear Mayor Howard:

We are pleased to announce that the Department will begin accepting applications for the Fiscal Year 2019 LMIG Program on July 1, 2018. Please complete the attached application along with your Project Report form containing the road name, length of project, termini, type of work, project cost and construction let date. As a reminder, please mail your application package to the Gainesville District Office at **1475 Jesse Jewell Pkwy, NE, Suite 100, Gainesville, GA 30501 Attn: Teressa Walcott** instead of the Local Grants Office in Atlanta. All LMIG applications must be received in the District Office no later than January 1, 2019.

Your formula amount for the 2019 Program is **\$159,841.15** and your local match is **30%**. Each local government is required to match this formula amount in accordance with Code Section 48-8-244(d). The General Guidelines and Rules and other pertinent reports can be found on the Department's website at www.dot.ga.gov/ps/local/lmig. We must receive a satisfactory status letter of your previous LMIG Grants before approval can be given on your FY 2019 application.

If you should have any questions regarding the LMIG Program please contact the Local Grants Office in Atlanta at (404) 347-0240. Thank you for your attention and cooperation in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Russell R. McMurry".

Russell R. McMurry, P.E.
Commissioner

RRM:KHM
Attachments

Cc: Mr. Brent Cook, P.E.; Hon. Burt Jones; Hon. Bill Cowser; Hon. Bruce Williamson; Mr. Jamie Boswell; Files

**GEORGIA DEPARTMENT OF TRANSPORTATION LOCAL
MAINTENANCE & IMPROVEMENT GRANT (LMIG)
APPLICATION FOR FISCAL YEAR 2019
TYPE OR PRINT LEGIBLY. ALL SECTIONS MUST BE COMPLETED.**

LOCAL GOVERNMENT INFORMATION

Date of Application: December 4, 2018

Name of local government: City of Monroe

Address: PO Box 1249, 215 North Broad Street, Monroe, GA 30655

Contact Person and Title: Jeremiah B. Still, Streets and Transportation Director

Contact Person's Phone Number: 770-267-6933

Contact Person's Fax Number: n/a

Contact Person's Email: jstill@monroega.gov

Is the Priority List attached? Yes

LOCAL GOVERNMENT AFFIDAVIT AND CERTIFICATION

I, John Howard (Name), the Mayor (Title), on behalf of City of Monroe (Local Government), who being duly sworn do swear that the information given herein is true to the best of his/her knowledge and belief. Local Government swears and certifies that it has read and understands the LMIG General Guidelines and Rules and that it has complied with and will comply with the same.

Local government further swears and certifies that it has read and understands the regulations for the Georgia Planning Act of 1989 (O.C.G.A. § 45-12-200, et seq.), Service Delivery Strategy Act (O.C.G.A. § 36-70-20, et seq.), and the Local Government Budgets and Audits Act (O.C.G.A. 36-81-7 et seq.) and will comply in full with said provisions. Local government further swears and certifies that the roads or sections of roads described and shown on the local government's Project List are dedicated public roads and are part of the Public Road System in said county/city. Local government further swears and certifies that it complied with federal and/or state environmental protection laws and at the completion of the project(s), it met the match requirements as stated in the Transportation Investment ACT (TIA).

Further, the local government shall be responsible for any claim, damage, loss or expense that is attributable to negligent acts, errors, or omissions related to the designs, drawings, specifications, work and other services furnished by or on behalf of the local government pursuant to this Application ("Loss"). To the extent provided by law, the local government further agrees to hold harmless and indemnify the DEPARTMENT and the State of Georgia from all suits or claims that may arise from said Loss.

**GEORGIA DEPARTMENT OF TRANSPORTATION LOCAL
MAINTENANCE & IMPROVEMENT GRANT (LMIG)
APPLICATION FOR FISCAL YEAR 2019**

LOCAL GOVERNMENT AFFIDAVIT AND CERTIFICATION

If the local government fails to comply with these General Guidelines and Rules, or fails to comply with its Application and Certification, or fails to cooperate with the auditor(s) or fails to maintain and retain sufficient records, the DEPARTMENT may, at its discretion, prohibit the local government from participating in the LMIG program in the future and may pursue any available legal remedy to obtain reimbursement of the LMIG funds. Furthermore, if in the estimation of the DEPARTMENT, a roadway or bridge shows evidence of failure(s) due to poor workmanship, the use of substandard materials, or the failure to follow the required design and construction guidelines as set forth herein, the Department may pursue any available legal remedy to obtain reimbursement of the allocated LMIG funds or prohibit local government from participating in the LMIG program until such time as corrections are made to address the deficiencies or reimbursement is made. All projects identified on the Project list shall be constructed in accordance with the Department's Standard Specifications of Transportation Systems (Current Edition), Supplemental Specifications (Current Edition), and Special Provisions.

Local Government:

134652

E-Verify Number

_____(Signature)

Sworn to and subscribed before me,

_____(Print)

This ____ day of _____, 20__.

Mayor / Commission Chairperson

In the presence of:

_____(Date)

NOTARY PUBLIC

LOCAL GOVERNMENT SEAL:

My Commission Expires:

NOTARY SEAL:

FOR GDOT USE ONLY

The local government's Application is hereby granted and the amount allocated to the local government is _____. Such allocation must be spent on any or all of those projects listed in the Project List.

This ____ day of _____, 20__.

GDOT Office of Local Grants

2019 LMIG PROJECT REPORT

COUNTY/CITY City of Monroe, GA

ROAD NAME	BEGINNING	ENDING	LENGTH (Miles)	DESCRIPTION OF WORK	PROJECT COST	PROJECT LET DATE
Alcovy Street	S. Broad Street	City Limits	1.9	Overlay, Stripe	\$159,841.15	Jun-19
				Total LMIG Program Costs	\$159,841.15	
				2019 LMIG Allocation	\$159,841.15	
			(SPLOST)	30% Required Local Match	\$47,952.35	
				TOTAL	\$207,793.50	



To: City Council
From: Brian Thompson
Department: Electric
Date: 12/4/2018
Subject: Purchase 5 Viper automated switches

Budget Account/Project Name: Automated Switching

Funding Source: CIP

Budget Allocation: \$150,000.00

Budget Available: \$95,577.00

Requested Expense: \$90,705.00

Company of Purchase: Power Connections

Description:

Purchase 5 Viper-St automated switches to sectionalize the first 5 circuits out of station 2

Background:

3 Viper-ST units were purchased in August and will ship the second week of December. Those will protect the office from outage. These units will be placed on circuits leaving station 2 with the purpose of limiting outages in the downtown core.

Attachment(s):

Quote

Sole Source letters

INFORMATION FOR PURCHASE ORDERS TO G & W ELECTRIC COMPANY

VENDOR NAME & ADDRESS (make PO out to):

G & W ELECTRIC COMPANY
305 W. CROSSROADS PARKWAY
BOLINGBROOK, IL 60440

REMIT (Payment) TO:

G & W ELECTRIC COMPANY
25249 NETWORK PLACE
CHICAGO, IL 60673-1252

SEND PURCHASE ORDERS TO (but not made out to):

Victor Caine

(email: Victor@PowerConnections.com Phone: 334-702-6645, FAX: 334-702-0051,)

Power Connections, Inc.

115 Adris Place

Dothan, AL 36303

FREQUENTLY ASKED INFORMATION:

FED ID NO.: 36-1113440

DUNS NO.: 00-507-6625

NAICS NO.: 335313

GST NO.: R13814053

ACH / EFT PAYMENT INFORMATION:

G & W ELECTRIC COMPANY
JP MORGAN CHASE BANK NA
ABA: 071000013
ACCOUNT NO. 886353572

WIRE TRANSFER FOR INTERNATIONAL PAYMENTS

G & W ELECTRIC COMPANY
JP MORGAN CHASE BANK NA
SWIFT CODE: CHASUS33
ABA No.: 021000021
ACCOUNT NO. 886353572

CREDIT AND PAYMENT TERMS SUBJECT TO G & W ELECTRIC FINANCE DEPT. APPROVAL

NEW CUSTOMERS PLEASE COMPLETE CREDIT APPLICATION

MUST PROVIDE: SALES TAX EXEMPTION CERTIFICATES FOR RESIDENT STATE AND ANY SHIP-TO STATES.

Customer:	City of Monroe, GA
Attn:	Brian Thompson
Date:	June 14, 2018
Validity:	30 Days
Quotation Number:	VCQ18A302

Item 1: G&W Electric Viper-ST Solid Dielectric Recloser, Catalog No. VIP388ER-12-1-ST

Quantity: 2

Standard Features:

- Three (3) epoxy insulated vacuum interrupter modules
- One (1) magnetic actuator operator per phase, providing single or three phase operation
- One (1) manual trip and lockout handle with mechanical block per phase, capable of physically blocking electronic and manual operation
- Contact position indicator
- Three (3) 1000/500:1 current transformers, encapsulated within the solid dielectric insulation, exclusively for use with the recloser control
- Deadline Operation
- Lifting provisions

Additional Features:

- "L" style vacuum interrupter modules
- Six (6) 800 Amp interfaces with screw-on silicone insulators.
- Aerial lugs included: **NEMA 4 hole pads**
- **Six (6) wildlife protectors**
- **Six (6)** capacitively coupled voltage sensors, encapsulated within the solid dielectric insulation, exclusively for use with the recloser control.
- **40 foot** control cable, with 32 pin connectors on both ends
- Aluminum pole mount center bracket, with provisions for lightning arrester mounting
- **SEL-651R2 - 0651R22AXGAXAE2113DCXX** (key code 6876) Control with the following features:

Category	Selection
Firmware	Standard
Control Cable Interface	G&W Viper-ST or G&W Viper-LT (32-Pin)
Enclosure	Dual Door (Side Mount), Painted Steel with 3-Point Latches
Conformal Coat	None
Secondary Input Voltage	(6) 8 Vac Max LEA Inputs

Secondary Input Current	1 Amp Phase, 0.2 Amp Neutral
Extra Inputs/Outputs	None
Communications Port	3 EIA-232, USB
Communications Interface	(2)10/100Base-T, EIA-485
Communications Protocol	Standard plus IEC 61850
Power Supply	120 Vac (Includes GFCI Outlet)
Battery Option	12 V, 16 Ahr
User Interface	Configurable Labels and Tri-Color LEDs
Installed Accessories	Accessory Shelf and AC Transfer Switch
Bundled Accessories	None

Note: The SEL-651R2 requires 120VAC for control power, to be provided via connection to a user supplied source.

Ratings:

Maximum design voltage	27kV
Impulse level (BIL)	125kV
Continuous and load break current	800 Amp
8 Hr. Overload at 20°C	960A
60Hz Withstand, kV rms Dry, 1 min	60kV
60Hz Withstand, kV rms Wet, 10 sec	50kV
Interrupting Rating RMS (kA)	12.5kA
Making Current, RMS, asym, KA	20kA
Peak, asym (kA)	32kA
Short Circuit Current, kA sym, 3 second	12.5kA
Mechanical Operations	10K

Operating Temperature Range: Temperature range, -40°C to +65°C (-40°F to 150°F)

Standards:

Ratings per IEEE C37.60-2003 and IEC 62271-111

Price Each: \$18,141

Net Total Price: \$36,282

Commercial Terms and Conditions

Submittal drawings (if required):

If required, submittal drawings will be issued for approval 4 weeks after receipt of order.

Lead time for shipment:

18-19 weeks after receipt of order and release to production.

Shipping Terms: FOB-Factory, Bolingbrook, IL USA

Freight: Prepaid and Allowed on a standard closed top trailer.

Payment: Net 30 days; Payment terms are subject to G&W Finance Department approval.

Purchase Order Submission: Purchase order should be addressed as follows and emailed to Victor Caine or faxed to our number below:

G&W Electric Co.
305 W. Crossroads Parkway
Bolingbrook, IL 60440-4938

Recloser Warranty: Seller warrants all goods sold hereunder to be free from defects in material and workmanship under normal use and service for a period of three (3) years from the date of shipment by Seller.

SEL Control Warranty: Seller warrants all goods sold hereunder to be free from defects in material and workmanship under normal use and service for a period of ten (10) years from the date of shipment by Seller.

All other terms and conditions are as per SM-F-1 rev 6 attached.

If your company has not ordered directly through G&W in the past two years, please provide tax status. If tax exempt, please include a copy of the tax certificate with your purchase order. If not, please state the percentage of state and local tax to add on the purchase order.

Thank you for the opportunity to quote on your requirement. We look forward to serving you in the near future.

Sincerely,
Victor Caine

Power Connections – Inside Sales

Phone: (334)-702-6645 Fax: (334)-702-0051 E-Mail: Victor@PowerConnections.com

Note: Please feel free to visit the web site at: www.gwelec.com

Customer:	City of Monroe, GA
Attn:	Brian Thompson
Date:	August 31, 2018
Validity:	30 Days
Quotation Number:	VCQ18A361A

Item 1: G&W Electric Viper-ST Solid Dielectric Recloser, Catalog No. VIP388ER-12-1-ST

Quantity: 3

Standard Features:

- Three (3) epoxy insulated vacuum interrupter modules
- One (1) magnetic actuator operator per phase, providing single or three phase operation
- One (1) manual trip and lockout handle with mechanical block per phase, capable of physically blocking electronic and manual operation
- Contact position indicator
- Three (3) 1000/500:1 current transformers, encapsulated within the solid dielectric insulation, exclusively for use with the recloser control
- Deadline Operation
- Lifting provisions

Additional Features:

- "L" style vacuum interrupter modules
- Six (6) 800 Amp interfaces with screw-on silicone insulators.
- Aerial lugs included: **NEMA 2 hole pads**
- **Six (6) wildlife protectors**
- **Six (6)** capacitively coupled voltage sensors, encapsulated within the solid dielectric insulation, exclusively for use with the recloser control.
- **40 foot** control cable, with 32 pin connectors on both ends
- Aluminum pole mount center bracket, with provisions for lightning arrester mounting
- **SEL-651R2 - 0651R22AXGAXAE2113DCXX** (key code 6876) Control with the following features:

Category	Selection
Firmware	Standard
Control Cable Interface	G&W Viper-ST or G&W Viper-LT (32-Pin)
Enclosure	Dual Door (Side Mount), Painted Steel with 3-Point Latches
Conformal Coat	None
Secondary Input Voltage	(6) 8 Vac Max LEA Inputs

Secondary Input Current	1 Amp Phase, 0.2 Amp Neutral
Extra Inputs/Outputs	None
Communications Port	3 EIA-232, USB
Communications Interface	(2)10/100Base-T, EIA-485
Communications Protocol	Standard plus IEC 61850
Power Supply	120 Vac (Includes GFCI Outlet)
Battery Option	12 V, 16 Ahr
User Interface	Configurable Labels and Tri-Color LEDs
Installed Accessories	Accessory Shelf and AC Transfer Switch
Bundled Accessories	None

Note: The SEL-651R2 requires 120VAC for control power, to be provided via connection to a user supplied source.

Ratings:

Maximum design voltage	27kV
Impulse level (BIL)	125kV
Continuous and load break current	800 Amp
8 Hr. Overload at 20°C	960A
60Hz Withstand, kV rms Dry, 1 min	60kV
60Hz Withstand, kV rms Wet, 10 sec	50kV
Interrupting Rating RMS (kA)	12.5kA
Making Current, RMS, asym, KA	20kA
Peak, asym (kA)	32kA
Short Circuit Current, kA sym, 3 second	12.5kA
Mechanical Operations	10K

Operating Temperature Range: Temperature range, -40°C to +65°C (-40°F to 150°F)

Standards:

Ratings per IEEE C37.60-2003 and IEC 62271-111

Price Each: \$18,141

Net Total Price: \$54,423

Commercial Terms and Conditions

Submittal drawings (if required):

If required, submittal drawings will be issued for approval 4 weeks after receipt of order.

Lead time for shipment:

16-17 weeks after receipt of order and release to production.

Shipping Terms: FOB-Factory, Bolingbrook, IL USA

Freight: Prepaid and Allowed on a standard closed top trailer.

Payment: Net 30 days; Payment terms are subject to G&W Finance Department approval.

Purchase Order Submission: Purchase order should be addressed as follows and emailed to Victor Caine or faxed to our number below:

G&W Electric Co.
305 W. Crossroads Parkway
Bolingbrook, IL 60440-4938

Recloser Warranty: Seller warrants all goods sold hereunder to be free from defects in material and workmanship under normal use and service for a period of three (3) years from the date of shipment by Seller.

SEL Control Warranty: Seller warrants all goods sold hereunder to be free from defects in material and workmanship under normal use and service for a period of ten (10) years from the date of shipment by Seller.

All other terms and conditions are as per SM-F-1 rev 6 attached.

If your company has not ordered directly through G&W in the past two years, please provide tax status. If tax exempt, please include a copy of the tax certificate with your purchase order. If not, please state the percentage of state and local tax to add on the purchase order.

Thank you for the opportunity to quote on your requirement. We look forward to serving you in the near future.

Sincerely,
Victor Caine

Power Connections – Inside Sales

Phone: (334)-702-6645 Fax: (334)-702-0051 E-Mail: Victor@PowerConnections.com

Note: Please feel free to visit the web site at: www.gwelec.com

TERMS OF PAYMENT

Domestic accounts - Net 30.

International accounts - Standard terms are an irrevocable letter of credit, confirmed by a Prime U.S. bank, for the full amount of the contract, valid for at least 60 days beyond the latest quoted shipping date. Other terms may be granted upon receipt of satisfactory credit references and approval by our Finance Department. Letter of credit must be received prior to release of the order to manufacturing.

Late payment charge of 1½% per month on all past due invoices and unpaid balances. Shipments and deliveries hereunder shall at all times be subject to the judgment of Seller that the financial condition of Buyer at all times justifies continuance of shipments and deliveries hereunder. If Buyer shall fail to make any payments in accordance with the terms and provisions hereof, Seller, in addition to its rights and remedies, but not in limitation thereof, may at its option, defer shipments or deliveries hereunder, or under any other contract with the Buyer, except upon receipt of satisfactory security or of cash before shipment.

PRICE POLICY

It is G&W's policy to publish for sole use of our domestic representatives *Confidential* price lists of our Standard Products. Quoted prices are firm for 30 days (60 days international). Orders placed after 30 days (60 days international) are subject to price in effect at time of acceptance. Prices on acknowledged orders are firm for the agreed upon delivery time. Customer requests to extend originally agreed to delivery date will be subject to price escalation.

TAXES

Any taxes which the Seller may be required to pay or collect, under any existing or future law, upon or with respect to the sale, purchase, delivery, storage, processing, use or consumption of any of the material covered hereby, including taxes upon or measured by the receipts from the sale thereof, shall be for the account of the Buyer, who shall promptly pay the amount thereof to the Seller upon demand.

FREIGHT TERMS

Terms as stated in the attached quotation.

MINIMUM ORDER CHARGE

Domestic destination - \$250 Net
International destination - \$500 Net

EXPORT PACKING

Export order for all material or devices (except compound alone) - add 5% to net price of order. Export orders for compound alone -- add 50¢ per gallon.

TITLE AND INSURANCE

Seller assumes no responsibility for insuring shipments unless specifically requested by Buyer and then only at Buyer's expense and valuation. Regardless of freight payments, all risk of loss shall pass to Buyer upon delivery by Seller to carrier at F.O.B. point.

WARRANTY

EXCEPT AS OTHERWISE EXPRESSLY STATED HEREIN, SELLER MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, AS TO MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR ANY OTHER MATTER WITH RESPECT TO THE GOODS SOLD HEREUNDER. Seller warrants all goods sold hereunder to be free from defects in material and workmanship under normal use and service for a period of eighteen (18) months from the date of shipment by Seller, or twelve (12) months from date of commissioning by End-User, whichever comes first. Seller's obligation under this warranty is limited to repair or replacing, at its option, any goods, which upon inspection by Seller shall disclose to Seller's satisfaction to have been defective in material or workmanship. Buyer must return the SM-F-1, Rev. 6

goods to Seller's factory, shipping charges prepaid, with complete information as to alleged defects and the installation, operation and service of the goods.

LIMITS OF LIABILITY

Seller shall not be liable for, and Buyer shall indemnify the Seller from liability arising from injury or damage to property or persons caused in any manner by the operation, possession or use of the goods sold hereunder. The liability of Seller arising out of the supplying of any goods, or their use, whether on warranties or claim of negligence or otherwise, shall not in any case exceed the cost of correcting defects in the goods as herein provided. Seller shall not in any event be liable for any labor expended by Buyer on any defective goods or for any special direct, indirect or consequential damages arising out of or in connection with the use or performance of the goods. Seller assumes no responsibility with respect to the capacity of Seller's goods to function as components in other products. Buyer assumes full responsibility for specifications and design of any product in which Seller's goods may become components and shall indemnify Seller against any liability attributed to any inadequacy in such specifications or design. Seller shall not be liable for misoperation or misapplication of goods sold or supplied due to unusual or abnormal electrical system disturbances.

Important Notice: User shall determine the suitability of the products for intended use, and assume all risk and liability in connection therewith.

DELAY

Shipping dates are approximate and are based upon prompt receipt of all necessary information. The Seller shall not be liable for delays in delivery or failure to manufacture or deliver due to acts of God, war, riot, embargoes, acts of civil or military authorities, priorities, allocations, fires, floods, epidemics, accidents, quarantine restrictions, mill conditions, strikes, differences with workmen, delays in transportation, shortage of cars, fuel, labor, manufacturing facilities, components or materials, acts of the Buyer, or any other cause beyond the reasonable control of the Seller. In the event of any such delay, the date of delivery shall be extended for a period equal to the time lost by reason of the delay.

PATENTS

Seller will defend at its own expense any action brought against Buyer, to the extent that it is based on a claim that the goods furnished by Seller infringe a U.S. patent, and Seller will pay those costs and damages finally awarded against Buyer in any such action which are attributable to any such claim, but such defense and payments are conditioned on the following: (a) that Seller shall be notified promptly in writing by Buyer of any notice of such claim; and (b) that Seller shall have sole control of the defense of any action on such claim and all negotiations for its settlement or compromise; and (c) should the goods become or in Seller's opinion be likely to become the subject of a claim of infringement of a U.S. patent, that Buyer shall permit Seller at its option and expense either to procure for Buyer the right to continue using the goods or to replace or modify the same so that it becomes noninfringing. The foregoing states the entire liability of Seller with respect to infringement of patents by the goods or any part thereof. Buyer shall hold Seller harmless against any expense, judgment or loss on account of any actual or alleged infringement of any patents, copyrights or trademarks which result from Seller's compliance with Buyer's designs, specifications or instructions.

PATTERNS AND TOOLS

Any patterns and tools heretofore or hereafter acquired specially to produce goods for Buyer shall become the property of the Seller. If Buyer does not order goods produced with such property for a period of two years, Seller may dispose of such property.

ORDER CANCELLATION

Non-Engineered Products

A. Standard catalogued items not yet in production - complete order entry, no charge.
B. Standard catalogued items through order entry but not yet in production - \$250.00 domestic; \$500 international.

Engineered Products

A. Orders through order entry but not yet in engineering process - \$250.00 domestic; \$500 international.
B. Orders in engineering process - 25% of order value plus any vendor charges levied against G&W for advanced ordered materials.
C. Approval drawings furnished and materials advanced ordered - 35% of order value plus cost of materials ordered.
D. Order released for production - up to 100% of order value.

STORAGE

Equipment on which manufacture or delivery is delayed, due to any cause within the Buyer's control, may be placed in storage by Seller, for Buyer's account and risk, and regular charges therefore and expenses in connection therewith shall be paid by Buyer, but if, in Seller's opinion, it is unable to obtain, or continue with such storage, Buyer will, on request, provide or arrange for suitable storage facilities and assume all costs and risks in connection therewith.

RETURN OF MATERIAL

No material shall be returned without first having secured approval and terms for return, along with necessary returned goods forms, from G&W Electric Co. Final acceptance of authorized returns will be made when the material is received at the factory.

COMPLIANCE WITH LAWS

Seller certifies that the goods sold hereunder were produced in compliance with all applicable requirements of sections 6, 7 and 12 of the Fair Labor Standards Act of 1938 amended and of regulations and orders of the United States Department of Labor issued under section 14 thereof.

GENERAL

A valid agreement binding upon Seller will only come into being as of the time a formal written acknowledgement of a purchase order is sent to Buyer by Seller. Such agreement is not assignable by Buyer without written approval of Seller. Such agreement will be governed by the laws of the State of Illinois. Waiver by Seller of a breach of any of the Terms and Conditions of this or any other agreement with Buyer shall not be construed as a waiver of any other breach.

ENTIRE AGREEMENT

These Terms and Conditions constitute the entire agreement between Seller and Buyer, and such agreement may not be modified or amended except by a writing executed after the date hereof by an authorized officer of Seller. Seller shall not be bound by any terms of Buyer's purchase order forms or other documents which attempt to impose conditions at variance with Seller's Terms and Conditions of Sale set forth herein unless the same shall be specifically agreed to in writing by an authorized officer of Seller. Seller's failure to object to the provisions contained in any of Buyer's forms shall not be deemed a waiver of the provisions of these Terms and Conditions which shall constitute the entire agreement between the parties.

INSTALLATION, SERVICING OR ERECTION

Installation, erection or servicing of the equipment or supervision thereof by Seller, if specified or requested by Buyer, is available. Contact Factory for terms and conditions.



SCHWEITZER ENGINEERING LABORATORIES, INC.

2350 NE Hopkins Court • Pullman, WA 99163-5603 USA
Phone: +1.509.332.1890 • Fax: +1.509.332.7990
www.selinc.com • info@selinc.com

40

10/24/17

To Whom It May Concern,

This letter is to notify you that Power Connections, Inc., is the sole source provider of SEL products for the following states in the southeast United States: Alabama, Florida, Georgia, Louisiana, Mississippi, Arkansas and Tennessee. All requests for quotes, purchase order submittals and order processing will go through Power Connections, Inc.

We appreciate the opportunity to serve and do business with your company. Feel free to contact me directly with any questions or concerns.

Sincerely,

A handwritten signature in black ink that reads "Todd Bridges". The signature is fluid and cursive, with the first name "Todd" and last name "Bridges" clearly legible.

Todd Bridges
Regional Sales & Service Director, Southeast
3020 Hartford Hwy
Dothan, AL 36305
509.334.8192
Todd_Bridges@selinc.com

Making Electric Power Safer, More Reliable, and More Economical®

G&W Southeast United States Customers

June 29, 2018

RE: Power Connections is the Exclusive G&W Utility Manufacturers' Representative.

To: City of Monroe, GA

This document shall confirm Power Connections, Inc. as our exclusive Sales Representative for Electric Utilities and Distributors serving the Electric Utilities in Parts of Florida, and all of Georgia, Alabama, Mississippi, Louisiana, Arkansas and Tennessee.

All requests for quotations, purchase order submittals, order processing and post-sale service shall go through Power Connections, Inc. All financial transactions shall occur directly between the buyer (City of Monroe, GA) and seller (G&W Electric Company).

Please feel free to contact us should you have further questions.

Sincerely,



Jeff McCammon

Regional Vice President

G&W Electric Company

2731 Indian Pipe Lane

Signal Mountain, TN 37377

Cell: 678-206-7611

jmccammon@gwelec.com

www.gwelec.com



To: City Council
From: Brian Thompson
Department: Telecom
Date: 12/4/2018
Subject: Approval for out of state travel

Budget Account/Project Name: 523700

Funding Source: Training

Budget Allocation: \$5000.00

Budget Available: \$5000.00

Requested Expense: \$485.00

Company of Purchase: Marriott/Per Diem

Description:

Requesting the approval of out of state travel for Brian Thompson, Justin Milligan, and Mike McGuire. Staff has been invited to TruBist's Corporate Offices, January 2019.

Background:

Travel to Chester, SC to meet with TruVista. Discuss the operation, access and explore the Minera TV Product and System.

Attachment(s):

ListAttachments



To: Utilities Committee
From: Logan Propes, City Administrator
Department: Waster, Sewer, Gas, & Stormwater
Date: 12/04/2018
Subject: Award for Engineering Services for the Wastewater Treatment Plant Rehabilitation

Budget Account/Project Name: NEWWWTP

Funding Source: GEFA/Utility Capital – 2019

Budget Allocation: Up to \$8,000,000

Budget Available: \$8,000,000

Requested Expense: \$7,651,800

Company of Purchase: Hofstadter & Associates

Description:

Staff recommends that the Committee award the Wastewater Treatment Plant Rehabilitation project engineering and construction services to Hofstadter & Associates for a total project amount to not exceed \$7,651,800 contingent upon approval of GEFA funding and being ready to construct within six months of Council approval.

Background:

Previously, the City had committed \$100,000 to Hofstadter to begin preliminary design and engineering on a new or significantly rehabilitated Wastewater treatment plant. After several design iterations and in consultation with city staff, preliminary plant designs have been decided on to be finally engineered and constructed.

The City of Monroe will make application the state GEFA fund for below-market interest rates on the project with a maximum of approximately \$7.652 million to be spent. Staff believes this project can be performed under budget.

Hofstadter & Associates will present further details.

Attachment(s): to be delivered in person by Hofstadter



To: Public Safety Committee

From: Logan Propes

Department: Administration

Date: 12/04/2018

Subject: Intergovernmental Agreement with Walton County for City Animal Control Cases to be Heard in Magistrate Court

Budget Account/Project Name: N/A

Funding Source: General Fund - FY 2019

Budget Allocation: N/A

Budget Available: N/A

Requested Expense: N/A **Company of Purchase:** Walton County BOC/Magistrate

Description:

Staff recommends the Council approve the Intergovernmental Agreement between the City of Monroe and Walton County, Georgia regarding the provision of Animal Control and Municipal Court Services.

Background:

For purposes of uniformly enforcing the Animal Control Ordinance and prosecuting violations thereof, Walton County shall furnish municipal court services to Monroe through the officers, employees and facilities of the Magistrate Court of Walton County pursuant to O.C.G.A. § 15-10-150, et seq. As such, any citations issued for a violation of the Animal Control Ordinance within the city limits of Monroe shall be subject to the jurisdiction of the Magistrate Court of Walton County, acting as the Municipal Court of Monroe.

Any fines imposed for a violation of the Animal Control Ordinance within the city limits of Monroe shall be payable to the general fund of Walton County as compensation for services rendered pursuant to this Agreement.

Attachment(s):

IGA with Walton County for Animal Control Cases

**2018 INTERGOVERNMENTAL AGREEMENT BETWEEN
WALTON COUNTY, GEORGIA AND THE CITY OF MONROE
REGARDING THE PROVISION OF ANIMAL CONTROL AND
MUNICIPAL COURT SERVICES**

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

WHEREAS, Walton County provides animal control services within the unincorporated areas of Walton County, Georgia;

WHEREAS, Monroe does not provide any animal control services within the city limits of Monroe;

WHEREAS, Walton County has been providing animal control services within the city limits of Monroe pursuant to an agreement between the parties;

WHEREAS, Monroe desires that Walton County continue to provide, and Walton County desires to continue to provide, animal control services within the city limits of Monroe pursuant to the terms of this Agreement;

WHEREAS, in connection with the provision of said animal control services, Monroe desires that Walton County furnish, and Walton County desires to furnish, municipal court services through the officers, employees and facilities of the Magistrate Court of Walton County pursuant to O.C.G.A. § 15-10-150, et seq.;

NOW, THEREFORE, Walton County and Monroe, in exchange of good and adequate consideration, the receipt of which is hereby acknowledged by the parties, which includes the mutual benefits to be received by the citizens of each local government, do hereby agree that Walton County shall provide animal control and municipal court services as follows:

1. **Animal Control Services**. Walton County shall provide the same level of animal control services within the city limits of Monroe that it provides in unincorporated Walton County. As a condition precedent to Walton County providing such animal control services, Monroe shall adopt an ordinance incorporating the provisions of the Walton County Animal Control Ordinance as set forth in Chapter 10 of The Code of Walton County, Georgia (hereinafter referred to as the "Animal Control Ordinance") and shall promptly amend such ordinance whenever necessary to maintain consistency between the City's Animal Control Ordinance and the County's Animal Control Ordinance.

2. **Municipal Court Services.** For purposes of uniformly enforcing the Animal Control Ordinance and prosecuting violations thereof, Walton County shall furnish municipal court services to Monroe through the officers, employees and facilities of the Magistrate Court of Walton County pursuant to O.C.G.A. § 15-10-150, et seq. As such, any citations issued for a violation of the Animal Control Ordinance within the city limits of Monroe shall be subject to the jurisdiction of the Magistrate Court of Walton County, acting as the Municipal Court of Monroe.

3. **Compensation.** Any fines imposed for a violation of the Animal Control Ordinance within the city limits of Monroe shall be payable to the general fund of Walton County as compensation for services rendered pursuant to this Agreement.

4. **Authority.** Monroe certifies that it has reviewed its charter prior to entering into this Agreement with Walton County and affirms by the execution of this Agreement that there is no prohibition, expressed or implied, in its charter that prevents Monroe from entering into this Agreement and performing in accordance with the terms set forth herein.

5. **Term and Termination.** The initial term of this Agreement shall commence on _____, 2018 and end on _____, 2019, unless terminated earlier pursuant to this Agreement. Thereafter, the term of this Agreement shall automatically renew for successive one (1) year terms unless one party provides written notice to the other party at least thirty (30) days in advance of the end of the then existing term that it does not wish to renew the term of the Agreement. Either party may terminate this Agreement at any time upon thirty (30) days prior written notice to the other party. Notwithstanding anything herein to the contrary, this Agreement shall automatically terminate, without further action by either party, when Mike Burke ceases to serve as Walton County Chief Magistrate Judge. Furthermore, Mike Burke may at any time and for any reason withdraw his approval of this Agreement upon thirty (30) days prior written notice to the parties hereto and, in such event, this Agreement shall terminate and be of no further force or effect.

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

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

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

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

[Signature Page Follows]

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

WALTON COUNTY:

WALTON COUNTY, GEORGIA

By: _____
Kevin W. Little
Chairman

Attest: _____
Name: _____
Title: _____

[SEAL]

MONROE:

CITY OF MONROE

By: _____
John Howard
Mayor

Attest: _____
Name: _____
Title: _____

[SEAL]

Pursuant to O.C.G.A. § 15-10-151, the undersigned, being the Walton County Chief Magistrate Judge as of the date hereof, does hereby approve this Agreement:

Mike Burke, Walton County Chief Magistrate Judge



To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 09-27-18
Description: 215 Breedlove Dr. Rezone from R1,B3 & M1 to B3

Budget Account/Project Name: NA

Funding Source: 2018 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation: Approval

Background: The majority of this undeveloped property has had a split zoning comprised of M1 and B3. The applicant has acquired the adjoining property which is zoned R1 to the creek line. They wish to rezone the entire resulting parcel to B3 in order to make it congruous throughout, to eliminate M1 zoning in an inappropriate location and to allow development of the site for an approved use in B3 zoning.

Attachment(s): Submittals attached.

September 14, 2018

Petition Number: 18-00430
Applicant: Mill Point Properties, LLC
Location: 215 Breedlove Drive
Proposed Zoning: B3
Existing Zoning: R1, B3, & M1
Acreage: Total acreage 4.38 AC
Proposed Use: Commercial Self Storage

CODE ENFORCEMENT STAFF RECOMMENDATION

☒ Approve
☐ Deny
☐ Approve with recommended conditions

- (a) The applicant, Mill Point Properties, LLC request a rezone for property located at 215 Breedlove Drive. The project has 175.10 ft of road frontage on Breedlove Drive. The property consists of 4.38 ac. The recommendation of the Code Department is for Approval.
- (b) The Property is presently zoned R1, M1 & B3
- (c) The requested zoning classification is B3
- (d) The requested zoning will permit a use that is suitable in view of the use and development of adjacent and nearby property.
- (e) The change of zoning will not adversely affect the existing and adjacent property.
- (f) The subject property does have restricted economic use as currently zoned.
- (g) The change of zoning will not cause an excessive or burdensome use of existing street, transportation facilities, utilities or schools.
- (h) The Future Land Use Plan indicates the property should be Residential.

Recommended conditions:

RE-ZONING REQUEST ALL TYPES



215 North Broad Street
Monroe, GA 30655
CALL FOR INSPECTIONS
770-207-4674 ... Phone
dadkinson@monroega.gov

51

PERMIT NUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
18-00430	09/14/2018	\$ 0.00	\$ 200.00	adkinson

NAME + ADDRESS	LOCATION 215 Breedlove Dr Monroe, GA 30655	USEZONE B3/M1	
		PIN M0007-027-000	FLOODZONE
		SUBDIVISION	
	CONTRACTOR MILL POINT PROPERTIES, LLC	LOT	
		BLOCK 0	
	1152 Rowe Rd Monroe GA 30655	UTILITIES...	
	Electric		
	Sewer		
	Gas		
OWNER MILL POINT PROPERTIES, LLC,			
	1152 Rowe Rd Monroe GA 30655	PROJECTID# 215BreedloveDr-1809 14-1	
		EXPIRATIONDATE: 11/30/2018	

CHARACTERISTICS OF WORK

DESCRIPTION OF WORK

**REQUEST FOR REZONE FROM R1, B3 & M1
TO B3 - P&Z MTG 10/16/18 @ 5:30 PM -
COUNCIL MTG 11/13/18 @ 6:00 PM - 215 N
BROAD STREET**

NATURE OF WORK

Other

CENSUS REPORT CODE

875 - * Re-Zoning Request

DIMENSIONS

	#STORIES	
SQUAREFOOTAGE		Sq. Ft.
	#UNITS	
SINGLE FAMILY ONLY		
	#BATHROOMS	
	#BEDROOMS	
	TOTAL ROOMS	

NOTICE

This permit becomes null and void if work or construction authorized is not commenced within six (6) months, or if construction or work is suspended or abandoned for a period of six (6) months at any time after work is started.

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Contractor or Authorized Agent

Rebecca Adkinson

Approved By

Date

9-14-18

Date

MANAGE YOUR PERMIT ONLINE

WEB ADDRESS

<http://BuildingDepartment.com/project>

PERMIT NUMBER

18-00430

PERMIT PIN

57003

REZONE/ANNEXATION APPLICATION FORM

PERMIT NUMBER _____

- I. LOCATION Breedlove drive Monroe, GA adjacent to 215 Breedlove dr
 COUNCIL DISTRICT 1
 MAPNUMBER 7
 PARCEL NUMBER A Portion of M0070027
- II. PRESENT ZONING R1, B3 & M1 REQUESTED ZONING B3
- III. ACREAGE 1.88 - 4.38 PROPOSED USE Self Storage
- IV. OWNER OF RECORD PP Property Management LLC
 ADDRESS 426 W. Highland Ave Monroe, GA 30655
 PHONE NUMBER 404 819 2520

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

V. ANALYSIS:

1. A description of all existing uses and zoning of nearby property
Adjacent to B3 & M1 zoned property. Across the creek there is vacant residential land
2. Description of the extent to which the property value of the subject property is diminished by the existing zoning district classification
Property is really unusable for residential land. Having a large portion of flood area and being adjacent to a shopping center
3. The existing value of the property contained in the petition for rezoning under the existing zoning classification
\$30,000
4. The value of the property contained in the application for rezoning under the proposed zoning Classification
\$30,000
5. A description of the suitability of the subject property under the existing zoning classification
Not suitable for residential use due to flood area and topography.
6. A description of the suitability of the subject property under the proposed zoning classification of the property
It will only help the yield of project that will be completed on the adjacent tract which is already zoned M1 & B3.

Rezoning/Annexation Application
Page Two (2)

7. A description of any existing use of property including a description of all structures presently occupying the property None, vacant land
8. The length of time the property has been vacant or unused as currently zoned 50+ years
9. A detailed description of all efforts taken by the property owner(s) to use the property or sell the property under the existing zoning classification working with land planner to incorporate this tract with adjoining tract known as 215 Breedlove dr.

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

LEGAL DESCRIPTION OF PROPERTY

* See next page

Legal Description

All that 1.880 acres tract or parcel of land in Land Lot 30 of the 3rd Land District of Walton County Georgia and being more particularly described as follows:

Commencing at a ½" rebar at the intersection of the northerly 60' right of way of McDaniel Street and the easterly 100' right of way of Breedlove Drive and running thence N 62°50'58" W a distance of 1,041.79' to a ½ inch open top, thence 451.58' along the arc of a 1445.63' radius curve to the right, said curve being subtended by a chord of N 48°21'26"W a distance of 449.74' to a ½" rebar, said ½" rebar being the **True Point of Beginning** thence 147.60' along the arc of a 1445.63' radius curve to the right, said curve being subtended by a chord of N 36°29'00"W a distance of 147.53' to a ½" rebar, thence leaving the aforesaid right of way N 60°23'41"E a distance of 694.75' to a ½" rebar, thence S 15°06'23"E a distance of 54.04' to a point in a creek, thence along said creek S 39°57'38"W a distance of 35.52' to a point, thence S 36°56'00"E a distance of 72.79' to a point, thence S 46°07'23"W a distance of 125.88' to a point, thence S 67°19'06"W a distance of 8.81' to a point, thence S 57°22'45"W a distance of 433.35' to a ½" rebar on the easterly 100' right of way of Breedlove Drive and the **True Point of Beginning**.

Said tract is more particularly shown as Tract 1B on a Boundary Survey for Nathan Purvis, dated 6/9/18, prepared by Alcovy Surveying & Engineering, Inc.

Rezoning/Annexation Application
Page Three (3)

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

Owner of property (signature) _____

Address 426 W. Highland Ave Monroe, GA 30655

Phone Number 404-819-2520

Attorney/Agent (signature) _____

Address _____

Phone Number _____

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

Susan Sykes (Notary Public) 9-7-18 (Date)

My Commission Expires 9-8-18



Rezoning/Annexation Application
Page Four (4)

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

☒ Sanitary Sewer ☐ Septic Tank

The following information must be included in the application material requesting an annexation or zoning change from R-1 to B3 located at tract 1B Broadbve dr, containing 1.88 acre(s), property owner being PP Property Management LLC filed on 9-12-18.

CHECK LIST - APPLICATION MATERIAL

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

☒ Monroe Utilities Network Availability Letter

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

Rezoning/Annexation Application

Page five (5)

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

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

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

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

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

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

Rezoning/Annexation Application
Page six (6)

COMMENTS

Disclosure of Campaign Contributions and/or gifts:

Each applicant has the duty of filing a disclosure report with the City if a contribution or gift totaling two hundred and fifty dollars (\$250.00) or more has been given to an official of the City of Monroe within the last two (2) years. The filing shall be within ten (10) days after the application is made, and in the case of a supporter or opponent, filing shall be at least five (5) days before the first public hearing.

I hereby withdraw the above application: Signature:  Date: 9-12-18

Pg 115
Bk 13

SURVEYOR CERTIFICATION

As required by subsection (d) of O.C.G.A. section 15-6-67, this plat has been prepared by a land surveyor and approved by all applicable local jurisdictions for recording as evidenced by approval certificates, signatures, stamps, or statements hereon. Such approvals or affirmations should be confirmed with the appropriate governmental bodies by any purchaser or user of this plat as to intended use of any parcel. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15-6-67.

Ronald Calvin Smith
Ronal Calvin Smith, Ga. R.L.S. no. 2921

THE FOLLOWING GOVERNMENTAL BODIES HAVE APPROVED THIS PLAT, MAP OR PARCEL FOR FILING:

[Signature]
CITY OF MONROE CODE DEPARTMENT

6 AUG 18
DATE:

THIS BLOCK RESERVED FOR
THE CLERK SUPERIOR COURT

NOTE:

THIS SURVEY HAS BEEN PREPARED FOR THE EXCLUSIVE USE OF THE PERSON(S) OR ENTITIES NAMED HEREON. NO EXPRESSED OR IMPLIED WARRANTIES WITH RESPECT TO THE INFORMATION SHOWN HEREON IS TO BE EXTENDED TO ANY PERSON(S) OR ENTITIES OTHER THAN THOSE SHOWN HEREON.

THIS SURVEY WAS PREPARED WITH OUT THE BENEFIT OF A CURRENT TITLE INSPECTION REPORT. EASEMENTS OR OTHER ENCUMBRANCES MAY EXIST ON PUBLIC RECORD BUT ARE NOT SHOWN HEREON.

ANY UNDERGROUND UTILITY SHOWN HEREON IS BASED ON UTILITY MARKINGS BY THE UTILITY OWNER, A PRIVATE UTILITY MARKING COMPANY, CONSTRUCTION AND ASBUILT DRAWINGS PROVIDED BY THE UTILITY PROVIDER OR PROPERTY OWNER. THE SURVEYOR MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA. UNDERGROUND UTILITIES NOT OBSERVED DURING THE FIELD SURVEY PROCEDURE MAY EXIST BUT ARE NOT SHOWN ON THIS SURVEY. FURTHERMORE THE SURVEYOR DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN HEREON ARE IN THE EXACT LOCATION INDICATED, ALTHOUGH THE SURVEYOR DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM THE INFORMATION AVAILABLE.

NOTE: BEARINGS & ELEVATIONS SHOWN HEREON ARE BASED UPON GPS SURVEY USING CHAMPION TKO EQUIPMENT AND eGPS SOLUTIONS REAL TIME NETWORK ADJUSTMENT AS OF THE FIELD WORK DATE SHOWN.

NOTE:

THE INITIAL CONTROL POINTS FOR THIS SURVEY WERE LOCATED UTILIZING GPS. THE EQUIPMENT USED WAS A CHAMPION TKO DUAL FREQUENCY RECEIVER WITH A SCEPTER TWO DATA COLLECTOR RUNNING CARLSON SURVCE SOFTWARE. NETWORK RTK CORRECTIONS WERE RECEIVED VIA A CELLULAR MODEM. THE TYPE OF SURVEY WAS NETWORK RTK UTILIZING TRIMBLE VRS REAL TIME NETWORK OPERATED BY eGPS SOLUTIONS, INC. THE RELATIVE POSITIONAL ACCURACY, AS CALCULATED ACCORDING TO THE FEDERAL GEOGRAPHIC DATA COMMITTEE PART 3: NATIONAL STANDARD FOR SPATIAL DATA ACCURACY IS 0.04 FT. HORIZONTAL AND 0.07 FT. VERTICAL AT A 95% CONFIDENCE LEVEL.

HARRIS DIVERSIFIED SERVICES, INC.
1207 W. SPRING STREET
TAX PARCEL M0070028
DB. 3942, PG. 451
PB. 101, PG. 114
ZONED B3

GERALD T. GEIGER
1115 W. SPRING STREET
TAX PARCEL M0070035
DB. 3682, PG. 15
PB. 3, PG. 194
ZONED B3

H.A. SPRUCE LLC &
CHARLES W. HENSON, JR.
TAX PARCEL M0070047
DB. 4207, PG. 59
PB. 114, PG. 32
ZONED R1

CREEK CALLS FROM POINT "A" TO POINT "B"		
Course	Bearing	Distance
L1	S 39°57'38" W	35.52'
L2	S 36°56'00" W	72.79'
L3	S 46°07'23" W	125.88'
L4	S 67°19'06" W	8.81'

REFERENCE:

SURVEY FOR DR. M.T. BAGHERI, DATED 9/25/78
PREPARED BY HANNON MECKS & BAGWELL SURVEYORS
AND ENGINEERS, RECORDED IN PLAT BOOK 24, PAGE 84
WALTON COUNTY RECORDS.

Curve	Radius	Length	Chord	Chord Bear.
C1	1445.63'	451.58'	449.74'	N 48°21'26" W
C2	1445.63'	147.60'	147.53'	N 36°29'00" W
C3	1445.63'	175.10'	174.99'	N 30°05'19" W

NOTE: A PORTION OF THE PROPERTY SHOWN HEREON IS
IN A DESIGNATED FLOOD HAZARD AREA,
ACCORDING TO THE F.I.R.M. NO. 13297C0136E
DATED 12/8/2016

LEGEND

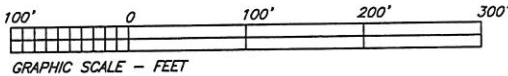
- R.B.F. = REBAR FOUND
- I.P.S. = IRON PIN SET WITH CAP STAMPED "ALCOVY"
- C.M.F. = CONCRETE MONUMENT FOUND
- O.T.P. = OPEN TOP PIPE
- C.T.P. = CRIMPED TOP PIPE
- R/W = RIGHT OF WAY
- P.L. = PROPERTY LINE
- C.L. = CENTER LINE
- B.S.L. = BUILDING SETBACK LINE
- L.L. = LAND LOT
- L.L.L. = LAND LOT LINE
- G.M.D. = GEORGIA MILITIA DISTRICT
- T.B.M. = TEMPORARY BENCH MARK
- R. = RADIUS
- CH. = CHORD
- TAN. = TANGENT
- N/O.F. = NOW OR FORMERLY
- D.B. = DEED BOOK
- P.B. = PLAT BOOK
- P.G. = PAGE
- D.E. = DRAINAGE EASEMENT
- S.S.E. = SANITARY SEWER EASEMENT
- F.F.E. = FINISHED FLOOR ELEVATION
- (MH) = MANHOLE
- (DI) = DRAIN INLET
- (FH) = FIRE HYDRANT
- (LP) = LIGHT POLE
- (PP) = POWER POLE
- (PL) = POWER LINE
- (FL) = FENCE LINE
- (WL) = WATER LINE
- (GL) = GAS LINE
- (V) = VALVE
- (W) = WELL
- (D) = DEED OR PLAT CALL
- (P.O.C.) = POINT OF COMMENCEMENT
- (P.O.B.) = POINT OF BEGINNING

OWNER:
DR. M.T. BAGHERI, ET AL
GWINNETT PROFESSIONAL CENTER
920 LAKEVIEW ROAD
GRAYSON, GA. 30017

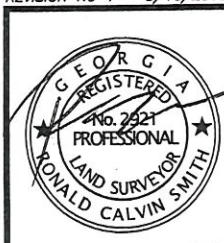
A TOPCON 225 TOTAL STATION WAS USED
TO OBTAIN THE LINEAR AND ANGULAR
MEASUREMENTS USED IN THE PREPARATION
OF THIS PLAT.

THE FIELD DATA UPON WHICH THIS MAP OR
PLAT IS BASED HAS A CLOSURE PRECISION
OF ONE FOOT IN 56,827
FEET AND AN ANGULAR ERROR OF 07"
PER ANGLE POINT, AND WAS ADJUSTED USING
LEAST SQUARES METHOD.

THIS MAP OR PLAT HAS BEEN CALCULATED
FOR CLOSURE AND IS FOUND TO BE
ACCURATE WITHIN ONE FOOT IN 257,775 FEET.



REVISION NO 1 - 8/16/2018 - REVISED TO DIVIDE TRACT 1 AND CREATE TRACTS 1A & 1B.



BOUNDARY SURVEY FOR:

NATHAN PURVIS

IN THE CITY OF MONROE

FIELD WORK DATE: 6/6/18

DATE OF PLAT PREPARATION: 6/9/18

LAND LOT(S) 30 & 31

3rd DISTRICT

WALTON COUNTY, GEORGIA

ALCOVY SURVEYING AND ENGINEERING, INC.

SCALE: 1" = 100'

2205 HWY. 81 S., LOGANVILLE, GA. 30052
Phone 770-466-4002 - LSF #000759

JOB NO. 16-194

GRID NORTH GA. WEST ZONE



APPARENT 60' R/W
MCDANIEL STREET

GENERAL NOTES:

- BOUNDARY REFERENCED FROM RETRACEMENT BOUNDARY SURVEY FOR NATHAN PURVIS BY ALCOVY SURVEYING AND ENGINEERING, LLC, DATED 6-9-18.
- TRACT 2 IS ZONED D3/ML. TRACT 1B IS ZONED R1.
- TRACT A TO BE REZONED TO B3.
- TOTAL AREA OF TRACT 2 = 2.50AC
TOTAL AREA OF TRACT 1B = 1.88AC
4.38AC TOTAL
- TOTAL ALLOWABLE IMPERVIOUS AREA IS 4.38AC X 60% = 2.63AC
TOTAL IMPERVIOUS AREA PROPOSED IS 2.55 AC (2.55/4.38=58.2%)
A TOTAL OF 59,925SF OF STORAGE IS PROPOSED.
- BUILDING HEIGHT NOT TO EXCEED 35FT.
- MINIMUM SQUARE FOOTAGE OF BUILDING ALLOWABLE IS 2000SF.
- THERE IS A TOTAL OF 3 PARKING SPACES PROPOSED.
- MINIMUM LANDSCAPE AREA TO BE 0.61AC (LOCATED IN BUFFERS)
- TOTAL LOT AREA: 2.55AC IMPERVIOUS (58.2%)
0.50AC STORMWATER PONDS(11.5%)
0.61 MIN. LANDSCAPED BUFFERS(13.9%)
0.07AC ADDITIONAL LANDSCAPED AREA(1.6%)
0.65AC FLOOD PLAIN/STATE WATER BUFFER(14.8%)
4.38AC(100%)
- FEMA FLOOD PER FIRM PANEL #13297C0136E DATED 12/8/16.

HARRIS DIVERSIFIED SERVICES, INC.
1207 W. SPRING STREET
TAX PARCEL M0070028
DB. 3942, PG. 451
PB. 101, PG. 114
ZONED B3

GERALD T. GEIGER
1115 W. SPRING STREET
TAX PARCEL M0070035
DB. 3682, PG. 15
PB. 3, PG. 194
ZONED B3

H.A. SPRUCE LLC &
CHARLES W. HENSON, JR.
TAX PARCEL M0070047
DB. 4207, PG. 59
PB. 114, PG. 32
ZONED R1



100' R/W ~ BREEDLOVE DRIVE
DB. 45, PG. 468

LEGEND

- R.B.F. = REBAR FOUND
I.P.S. = IRON PIN SET WITH CAP STAMPED "ALCOVY"
C.M.F. = CONCRETE MONUMENT FOUND
O.T.P. = OPEN TOP PIPE
C.T.P. = CRIMPED TOP PIPE
R/W = RIGHT OF WAY
P.L. = PROPERTY LINE
C.L. = CENTER LINE
B.S.L. = BUILDING SETBACK LINE
L.L. = LAND LOT
L.L.L. = LAND LOT LINE
G.M.D. = GEORGIA MILITIA DISTRICT
T.B.M. = TEMPORARY BENCH MARK
R. = RADIUS
CH. = CHORD
TAN. = TANGENT
N/O = NOW OR FORMERLY
D.B. = DEED BOOK
P.B. = PLAT BOOK
PG. = PAGE
D.E. = DRAINAGE EASEMENT
S.S.E. = SANITARY SEWER EASEMENT
F.F.E. = FINISHED FLOOR ELEVATION
MH = MANHOLE
DI = DRAIN INLET
FH = FIRE HYDRANT
LP = LIGHT POLE
PP = POWER POLE
PL = POWER LINE
FL = FENCE LINE
WL = WATER LINE
GL = GAS LINE
V = VALVE
W = WELL
(DISTANCE) = DEED OR PLAT CALL
P.O.C. = POINT OF COMMENCEMENT
P.O.B. = POINT OF BEGINNING

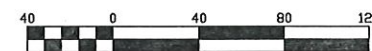
CREEK CALLS FROM POINT "A" TO POINT "B"

Course	Bearing	Distance
L1	S 39°57'38" W	35.52'
L2	S 36°56'00" W	72.79'
L3	S 46°07'23" W	125.88'
L4	S 67°19'06" W	8.81'

Curve	Radius	Length	Chord	Chord Bear.
C1	1445.63'	599.17'	594.89'	N 45°25'56" W
C2	1445.63'	175.10'	174.99'	N 30°05'19" W

REFERENCE:
SURVEY TYP. DR. M.T. BAGHERI, DATED 8/25/18
PREPARED BY HANNOY WICKS & BAGWELL SURVEYORS
AND ENGINEERS, RECORDED IN PLAT BOOK 24, PAGE 84
WALTON COUNTY RECORDS.

NOTE: A PORTION OF THE PROPERTY SHOWN HEREON IS
IN A DESIGNATED FLOOD HAZARD AREA,
ACCORDING TO THE F.I.R.M. NO. 13297C0136E
DATED 12/8/2016



Scale 1" = 40'

REZONE CONCEPT PLAT for

BREEDLOVE STORAGE

WALTON COUNTY, GEORGIA
CITY OF MONROE
LL 30/31 ~ DIST 3RD

CONTACT: MATTHEW SULLINS
SULLINS ENGINEERING, LLC.

302 WEST MAY ST.
WINNER, GA 30680
PHONE: (678) 687-6219



9/13/18

SHEET 1

ALL MATERIAL, CONSTRUCTION, AND WORKMANSHIP ON THIS PROJECT SHALL BE IN
STRICT ACCORDANCE WITH THE APPROPRIATE LOCAL SPECIFICATIONS AND REQUIREMENTS
AND SHALL BE FURNISHED IN A MANNER THAT WILL BE SATISFACTORY TO ALL UTILITY OWNERS.
THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND
DETERMINING THE LOCATION OF ALL EXISTING AND PROPOSED UTILITIES, INCLUDING
ALL UTILITIES NOT SHOWN ON THE PLANS, PRIOR TO CONSTRUCTION AND SHALL BE
RESPONSIBLE FOR PROTECTING ALL UTILITIES FROM DAMAGE DURING CONSTRUCTION.
THE CONTRACTOR SHALL CALL THE UTILITIES PROTECTION CENTER THREE WORKING DAYS
BEFORE DIGGING. IN METRO ATLANTA DIAL 49/305-5000. THROUGHOUT GEORGIA
DIAL 800/282-7411.

**NOTICE TO THE PUBLIC
CITY OF MONROE**

**A petition has been filed with the
City of Monroe requesting the
property at 215 Breedlove Drive to
be rezoned from B3, M1 & R1 to B3
A public hearing will be held before
the Monroe Planning and Zoning
Commission at City Hall Auditorium at
215 N. Broad Street on October 16, 2018
at 5:30 P.M. All those having an
interest should be present to voice
their interest.**

**A petition has been filed with the
City of Monroe requesting the
property at 215 Breedlove Drive to
be rezoned from B3, M1 & R1 to B3
A public hearing will be held before
The Mayor and City Council
at the City Hall Auditorium at
215 N. Broad Street on November 13, 2018
at 6:00 P.M. All those having an
interest should be present to voice
their interest.**

**PLEASE RUN ON THE
FOLLOWING DATE:**

September 30, 2018



To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 10-30-18

Description: Rezone request for 1600 E. Church St. from PCD to PRD
 FKA: Brookland Commons / Currently known as Charleston Manor.
 The developer desires to reconfigure the Commercial office space infrastructure to accommodate single family home development in the same manner as the original single family parameters from the original design. They also wish to include an amenities package with green space, a clubhouse, swimming pool, tennis courts, half-court basketball, a pickle ball court and a playground. This area will also house the Cluster box unit for mail for the entire project. Example elevations are included with the request.

Budget Account/Project Name: NA

Funding Source: 2018 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation: Approval

Background: This property is a long standing defunct planned development with infrastructure in place. This property was originally rezoned to a planned commercial district but would have more readily conformed to planned residential. In order to encourage the buildout of this property the owners are requesting a rezone to allow for reconfiguration of the area which was previously designed for a combination of retail/ office and single family attached townhomes.

Attachment(s): See remainder of this file below.

October 23, 2018

Petition Number: 18-00479
Applicant: KFB Enterprises
Location: 1600 East Church Street
Proposed Zoning: PRD
Existing Zoning: PCD
Acreage: Total acreage 43.42 AC
Proposed Use: Residential

CODE ENFORCEMENT STAFF RECOMMENDATION

☒ Approve
☐ Deny
☐ Approve with recommended conditions

- (a) The applicant, KFB Enterprises, Inc. request a rezone for property located at 1600 East Church Street. The project has approximately 794.6 ft of road frontage on East Church Street. The property consists of 43.42 ac. The recommendation of the Code Department is for Approval.
- (b) The Property is presently zoned PCD
- (c) The requested zoning classification is PRD
- (d) The requested zoning will permit a use that is suitable in view of the use and development of adjacent and nearby property.
- (e) The change of zoning will not adversely affect the existing and adjacent property.
- (f) The subject property does have restricted economic use as currently zoned.
- (g) The change of zoning will not cause an excessive or burdensome use of existing street, transportation facilities, utilities or schools.
- (h) The Future Land Use Plan indicates the property should be Residential.

Recommended conditions:

RE-ZONING REQUEST ALL TYPES



215 North Broad Street
Monroe, GA 30655
CALLFORINSPECTIONS
770-207-4674 ... Phone
dadkinson@monroega.gov

64

PERMIT NUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
18-00479	10/19/2018	\$ 0.00	\$ 100.00	adkinson

N
A
M
E
+
A
D
D
R
E
S
S

LOCATION **1600 E Church St**
Monroe, GA 30655

USEZONE **PCD**

PN **M0024-154-000**

FLOODZONE **No**

SUBDIVISION

CONTRACTOR

K F B ENTERPRISES

LOT

BLOCK **0**

P O Box 122
Conyers GA 30012

UTILITIES...

Electric

Sewer

Gas

OWNER **K F B ENTERPRISES,**

P O Box 122
Conyers GA 30012

PROJECTID# **1600EChurchSt-18101**
9-1

EXPIRATIONDATE: **12/31/2018**

CHARACTERISTICS OF WORK

DESCRIPTION OF WORK

REQUEST FOR REZONE FROM PCD TO
PRD-P&Z MTG 11/20/18 @ 5:30
PM-COUNCIL MTG 12/11/18 @ 6:00 PM 215
N BROAD STREET

NATURE OF WORK

Other

CENSUS REPORT CODE

875 - * Re-Zoning Request

DIMENSIONS

#STORIES

SQUAREFOOTAGE

Sq. Ft.

#UNITS

SINGLE FAMILY ONLY

#BATHROOMS

#BEDROOMS

TOTAL ROOMS

NOTICE

This permit becomes null and void if work or construction authorized is not commenced within six (6) months, or if construction or work is suspended or abandoned for a period of six (6) months at any time after work is started.

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Contractor or Authorized Agent

Date

Approved By

Date

MANAGE YOUR PERMIT ONLINE

WEB ADDRESS

<http://BuildingDepartment.com/project>

PERMIT NUMBER

18-00479

PERMIT PIN

57186

REZONE APPLICATION FORM

PERMIT NUMBER _____

LOCATION 1600 East Church St. Monroe, GA 30655

COUNCIL DISTRICT: District 5 and 8

MAP NUMBER: M24 _____

PARCEL NUMBER: 154

PRESENT ZONING: PCD REQUESTED ZONING: PRD

ACREAGE 43.42 PROPOSED USE Single Family Residential

OWNER OF RECORD: KFB Enterprises, Inc.

ADDRESS: P.O. Box 122 Conyers, GA 30012

PHONE NUMBER 770-922-5445

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

ANALYSIS:

1. A description of all existing uses and zoning of nearby property:

The 43.42-acre subject property is located on the south side of Church Street (Georgia Highway 83). It is bordered on the west by the Carver Middle School campus and an undeveloped tract owned by Jack Sockwell III. It is bound on the south by Grubby Creek and on the east by the future home of Browns Hill Baptist Church. The subject property slopes gently to the south and is covered with a mix of pine and hardwood secondary growth.

The parcel is currently zoned PCD and lies within the city limits of Monroe.

Surrounding uses and zones are as follows:

North: R-1 and A-1 (County); Residential uses and Walker Baptist Church nearby
 East: A-1 (County), Carver Middle School A-1
 South: R-1 and A-1 (County), Undeveloped/ Housing
 West: R-1; Future home of American Red Cross and Browns Hill Baptist Church

2. Description of the extent to which the property value of the subject property is diminished by the existing zoning district classification

As it stands today, there is a very limited market for the commercial portion of the Planned Commercial Development. As a PCD, the commercial and residential are tied together in construction. Unfortunately, without rezoning the commercial to residential, it is highly unlikely this property would be developed due to the low demand for commercial at this property.

3. The existing value of the property contained in the petition for rezoning under the existing zoning classification:

It's our estimate, that with it's currently zoning, the value of the PCD would be \$3,200,000.

4. The value of the property contained in the application for rezoning under the proposed zoning Classification:

It's our estimate, that with the proposed zoning, the value of the PRD would be closer to \$4,300,000.

5. A description of the suitability of the subject property under the existing zoning classification:

The intent and overall design of the original PCD zoning was exciting. However, the timing of the original development, as well as the market conditions since that time have informed us that while the residential demand is rapidly expanding now, the commercial market is not for this location. With the PCD zoning requirements of concurrent construction, the building and carrying costs for commercial property with no foreseeable income are high hurdles to overcome for any builder and developer. As such, we believe that while the property is suitable for the existing zoning, the community and this property would be better served if this were re-zoned as a PRD.

6. A description of the suitability of the subject property under the proposed zoning classification of the property:

As a PRD, the only changes to the actual property would take place within two areas:

1. What is currently zoned as commercial, and
2. The townhouses just to the south of the commercial area

As such, everything south of the large open green space proposed in the property will remain the same.

Some changes will be required to the property if the rezoning request is approved.

The commercial site would be re-developed into two portions; an amenity package for the residents as well as converting the northeastern most portion of the property into single family houses. Due to the layout, the PRD would be the highest and best use as it allows construction of new homes that provide a great community while meeting all zoning and architectural requirements as put forth by the city.

7. A description of any existing use of property including a description of all structures presently occupying the property:

Currently, the property is unused, but does have roads, as well as water and sewer inlaid.

8. The length of time the property has been vacant or unused as currently zoned:

The property has sat vacant since it was foreclosed on in January of 2006.

9. A detailed description of all efforts taken by the property owner(s) to use the property or sell the property under the existing zoning classification:

The property has been marketed for sale through various brokers with limited interest up until the past year and a half. During that time, we have received various inquiries, but none that were at market.

As recent as 3 months ago, we reached a deal with LGI, a national home builder expanding into this market. The property is currently under contract with LGI, pending certain conditions – including the successful re-zoning of this property to PRD from PCD.

LEGAL DESCRIPTION OF PROPERTY

ALL THAT TRACT OR PARCEL OF LAND LYING AND BEING IN LAND LOTS 102, 103 & 107 OF THE 3RD DISTRICT OF WALTON COUNTY, GEORGIA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEING AT THE CENTERLINE OF YOUNG STREET AND THE SOUTHERN RIGHT-OF-WAY LINE OF GOOD HOPE ROAD (HAVING AN 80' RIGHT-OF-WAY), AKA CHURCH STREET, RUN THENCE (ALONG SAID SOUTHERN RIGHT-OF-WAY) NORTH 77 DEGREES 04 MINUTES 21 SECONDS EAST A DISTANCE OF 735.78 FEET TO A 5/8" REBAR AND THE TRUE POINT OF BEGINNING.

RUN THENCE (ALONG SAID SOUTHERN RIGHT-OF-WAY) NORTH 73 DEGREES 09 MINUTES 28 SECONDS EAST A DISTANCE OF 51.65 FEET TO A POINT ON SAID SOUTHERN RIGHT-OF-WAY; RUN THENCE (ALONG SAID SOUTHERN RIGHT-OF-WAY) NORTH 71 DEGREES 51 MINUTES 17 SECONDS EAST A DISTANCE OF 207.41 FEET TO A POINT ON SAID SOUTHERN RIGHT-OF-WAY; RUN THENCE (ALONG SAID SOUTHERN RIGHT-OF-WAY) NORTH 71 DEGREES 23 MINUTES 27 SECONDS EAST A DISTANCE OF 210.84 FEET TO A POINT ON SAID SOUTHERN RIGHT-OF-WAY; RUN THENCE (ALONG SAID SOUTHERN RIGHT-OF-WAY) NORTH 71 DEGREES 06 MINUTES 56 SECONDS EAST A DISTANCE OF 107.09 FEET TO A POINT ON SAID RIGHT-OF-WAY; RUN THENCE (ALONG SAID SOUTHERN RIGHT-OF-WAY) NORTH 70 DEGREES 39 MINUTES 16 SECONDS EAST A DISTANCE OF 224.18 FEET TO A 1/2" REBAR ON THE SOUTHERN RIGHT-OF-WAY; RUN THENCE (LEAVING SAID RIGHT-OF-WAY) SOUTH 18 DEGREES 21 MINUTES 23 SECONDS EAST A DISTANCE OF 349.73 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 21 MINUTES 50 SECONDS EAST A DISTANCE OF 86.21 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 23 MINUTES 15 SECONDS EAST A DISTANCE OF 94.11 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 22 MINUTES 01 SECONDS A DISTANCE OF 113.92 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 25 MINUTES 39 SECONDS EAST A DISTANCE OF 50.20 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 17 MINUTES 47 SECONDS EAST A DISTANCE OF 99.87 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 20 MINUTES 20 SECONDS EAST A DISTANCE OF 50.12 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 27 MINUTES 23 SECONDS EAST A DISTANCE OF 49.88 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 17 MINUTES 22 SECONDS EAST A DISTANCE OF 49.95 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 30 MINUTES 49 SECONDS EAST A DISTANCE OF 50.14 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 11 MINUTES 06 SECONDS EAST A DISTANCE OF 49.88 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 25 MINUTES 13 SECONDS EAST A DISTANCE OF 49.98 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 14 MINUTES 26 SECONDS EAST A DISTANCE OF 50.13 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 17 DEGREES 43 MINUTES 01 SECONDS EAST A DISTANCE OF 6.65 FEET TO A 1/2" REBAR; RUN THENCE 18 DEGREES 29 MINUTES 44 SECONDS EAST A DISTANCE OF 48.32 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 21 MINUTES 13 SECONDS EAST A DISTANCE OF 54.99 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 23 MINUTES 00 SECONDS A DISTANCE OF 49.88 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 04 MINUTES 55 SECONDS EAST A DISTANCE OF 33.81 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 25 MINUTES 52 SECONDS EAST A DISTANCE OF 90.38 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 22 MINUTES 18 SECONDS EAST A DISTANCE OF 118.08 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 15 MINUTES 30 SECONDS EAST A DISTANCE OF 68.69 FEET TO A 3/4" REBAR; RUN THENCE SOUTH 18 DEGREES 19 MINUTES 56 SECONDS EAST A DISTANCE OF 104.53 FEET A DISTANCE OF 104.53 FEET TO AN AXEL; RUN THENCE SOUTH 18 DEGREES 19 MINUTES 56 SECONDS EAST A DISTANCE OF 140.27 FEET TO A POINT ON THE CENTERLINE OF GRUBBY CREEK, THE CENTER LINE OF SAID CREEK IS THE PROPERTY LINE; RUN THENCE THE FOLLOWING DISTANCES AND COURSES ALONG SAID CREEK:

SOUTH 79 DEGREES 11 MINUTES 13 SECONDS WEST A DISTANCE OF 15.61 FEET;
SOUTH 80 DEGREES 55 MINUTES 53 SECONDS WEST A DISTANCE OF 61.66 FEET;
NORTH 54 DEGREES 07 MINUTES 58 SECONDS WEST A DISTANCE OF 67.42 FEET;
NORTH 65 DEGREES 59 MINUTES 31 SECONDS WEST A DISTANCE OF 38.60 FEET;
NORTH 80 DEGREES 51 MINUTES 48 SECONDS WEST A DISTANCE OF 42.83 FEET;
NORTH 86 DEGREES 38 MINUTES 30 SECONDS WEST A DISTANCE OF 38.40 FEET;
SOUTH 48 DEGREES 55 MINUTES 37 SECONDS WEST A DISTANCE OF 47.62 FEET;
NORTH 43 DEGREES 15 MINUTES 19 SECONDS WEST A DISTANCE OF 52.33 FEET;
SOUTH 85 DEGREES 50 MINUTES 44 SECONDS WEST A DISTANCE OF 41.57 FEET;
NORTH 43 DEGREES 12 MINUTES 00 SECONDS WEST A DISTANCE OF 31.33 FEET;
SOUTH 84 DEGREES 40 MINUTES 42 SECONDS WEST A DISTANCE OF 80.97 FEET;
SOUTH 68 DEGREES 01 MINUTES 56 SECONDS WEST A DISTANCE OF 44.77 FEET;
SOUTH 53 DEGREES 59 MINUTES 04 SECONDS WEST A DISTANCE OF 57.63 FEET;
NORTH 68 DEGREES 20 MINUTES 05 SECONDS WEST A DISTANCE OF 49.32 FEET;
SOUTH 82 DEGREES 09 MINUTES 37 SECONDS WEST A DISTANCE OF 53.64 FEET;
SOUTH 63 DEGREES 03 MINUTES 28 SECONDS WEST A DISTANCE OF 52.05 FEET;
SOUTH 23 DEGREES 15 MINUTES 37 SECONDS EAST A DISTANCE OF 63.58 FEET;
SOUTH 77 DEGREES 04 MINUTES 59 SECONDS WEST A DISTANCE OF 88.82 FEET;
NORTH 86 DEGREES 42 MINUTES 52 SECONDS WEST A DISTANCE OF 29.85 FEET;
SOUTH 73 DEGREES 15 MINUTES 31 SECONDS WEST A DISTANCE OF 60.75 FEET;
SOUTH 44 DEGREES 13 MINUTES 29 SECONDS WEST A DISTANCE OF 28.31 FEET;
SOUTH 30 DEGREES 54 MINUTES 22 SECONDS EAST A DISTANCE OF 49.61 FEET;
SOUTH 43 DEGREES 26 MINUTES 20 SECONDS WEST A DISTANCE OF 38.32 FEET;
SOUTH 18 DEGREES 29 MINUTES 43 SECONDS WEST A DISTANCE OF 27.48 FEET;
SOUTH 05 DEGREES 07 MINUTES 26 SECONDS WEST A DISTANCE OF 56.00 FEET;
SOUTH 49 DEGREES 34 MINUTES 54 SECONDS WEST A DISTANCE OF 81.81 FEET;

SOUTH 88 DEGREES 38 MINUTES 36 SECONDS WEST A DISTANCE OF 45.10 FEET;

SOUTH 32 DEGREES 03 MINUTES 08 SECONDS WEST A DISTANCE OF 45.03 FEET;

SOUTH 47 DEGREES 41 MINUTES 16 SECONDS WEST A DISTANCE OF 65.20 FEET;

TO A POINT; RUN THENCE NORTH 30 DEGREES 25 MINUTES 02 SECONDS WEST A DISTANCE OF 642.75 FEET TO A POINT; RUN THENCE NORTH 60 DEGREES 13 MINUTES 33 SECONDS EAST A DISTANCE OF 142.75 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 13 MINUTES 51 SECONDS WEST A DISTANCE OF 30.05 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 16 MINUTES 53 SECONDS WEST A DISTANCE OF 63.19 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 16 MINUTES 22 SECONDS WEST A DISTANCE OF 69.20 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 11 MINUTES 42 SECONDS WEST A DISTANCE OF 71.61 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 21 MINUTES 13 SECONDS WEST A DISTANCE OF 69.90 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 16 MINUTES 49 SECONDS WEST A DISTANCE OF 64.24 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 14 MINUTES 52 SECONDS WEST A DISTANCE OF 64.35 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 19 MINUTES 50 SECONDS WEST A DISTANCE OF 65.33 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 17 MINUTES 23 SECONDS WEST A DISTANCE OF 42.82 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 18 MINUTES 22 SECONDS WEST A DISTANCE OF 116.97 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 12 MINUTES 49 SECONDS WEST A DISTANCE OF 66.15 FEET TO A ½" REBAR; RUN THENCE NORTH 52 DEGREES 39 MINUTES 45 SECONDS EAST A DISTANCE OF 115.25 FEET TO A ½" REBAR; RUN THENCE NORTH 52 DEGREES 36 MINUTES 24 SECONDS EAST A DISTANCE OF 122.01 FEET TO A ½" REBAR; RUN THENCE NORTH 51 DEGREES 24 MINUTES 39 SECONDS EAST A DISTANCE OF 17.55 FEET TO A ½" REBAR; RUN THENCE NORTH 78 DEGREES 22 MINUTES 15 SECONDS EAST A DISTANCE OF 65.88 FEET TO A ½" REBAR; RUN THENCE NORTH 78 DEGREES 25 MINUTES 32 SECONDS EAST A DISTANCE OF 50.10 FEET TO A ½" REBAR; RUN THENCE NORTH 78 DEGREES 32 MINUTES 48 SECONDS EAST A DISTANCE OF 50.07 FEET TO A ½" REBAR; RUN THENCE NORTH 78 DEGREES 03 MINUTES 10 SECONDS EAST A DISTANCE OF 35.61 FEET TO A ½" REBAR; RUN THENCE NORTH 03 DEGREES 12 MINUTES 16 SECONDS WEST A DISTANCE OF 109.29 FEET TO A ½" REBAR; RUN THENCE NORTH 17 DEGREES 28 MINUTES 21 SECONDS WEST A DISTANCE OF 9.96 FEET TO A ½" REBAR; RUN THENCE NORTH 18 DEGREES 14 MINUTES 08 SECONDS WEST A DISTANCE OF 110.06 FEET TO A ½" REBAR; RUN THENCE NORTH 18 DEGREES 15 MINUTES 29 SECONDS WEST A DISTANCE OF 39.02 FEET TO A ½" REBAR; RUN THENCE NORTH 18 DEGREES 26 MINUTES 48 SECONDS WEST A DISTANCE OF 11.00 FEET TO A ½" REBAR; RUN THENCE NORTH 18 DEGREES 21 MINUTES 55 SECONDS WEST A DISTANCE OF 26.31 FEET TO A ½" REBAR; RUN THENCE NORTH 25 DEGREES 44 MINUTES 17 SECONDS WEST A DISTANCE OF 23.85 FEET TO A ½" REBAR; RUN THENCE NORTH 25 DEGREES 57 MINUTES 04 SECONDS WEST A DISTANCE OF 50.48 FEET TO A ½" REBAR; RUN THENCE NORTH 26 DEGREES 06 MINUTES 10 SECONDS WEST A DISTANCE OF 88.64 FEET TO A 5/8" REBAR AND THE TRUE POINT OF BEGINNING.

THAT TRACT BEING 43.418 ACRES AS SHOWN ON A PLAT OF SURVEY PREPARED BY ALCOVY SURVEYING AND ENGINEERING, INC., RONALD CALVIN SMITH REGISTERED LAND SURVEYOR LICENSE NO. 2921, DATED JULY 28, 2017, FOR KFB ENTERPRISES.

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

Owner of property: KFB Enterprises, Inc.

Address: 1003 Institute St. Conyers, GA 30012

Phone Number: 770-922-5445

Attorney/Agent Walter F. Barksdale

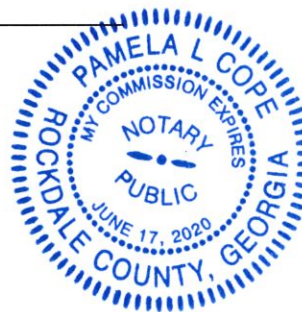
Address P.O. Box 122, Conyers GA 30012

Phone Number 404 310 6933 / 770 483 1407

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

Pamela L Cope (Notary Public) 10.19.18 (Date)

My Commission Expires June 17, 2020



Rezoning Application
Page Four (4)

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

X Sanitary Sewer

_____ Septic Tank

The following information must be included in the application material requesting an annexation or zoning change from PCD to PRD located at 1600 East Church St., Monroe GA 30655, containing 43.42 acre(s), property owner being KFB Enterprises, Inc. filed on October 19, 2018.

CHECK LIST - APPLICATION MATERIAL

- x Application Fee (\$100.00 Application Fee Single Family Rezoning)
(\$300.00 Application Fee Multi Family Rezoning)
(\$200.00 Application Fee Commercial Rezoning)
(Application fee For Annexation is the same as a Rezone)
- x The completed application form (one original with original signatures)
- x Special Conditions made part of the rezoning/annexation request
- x Legal Description
- x Survey plat of property showing bearings and distances and:
 - x abutting property owners
 - x the zoning of abutting property
 - x the current zoning of the subject property
- x Development Plan (two full size 24 x 36 digital pdf – not cad, and one 11x17)
- x Site plan of the property at an appropriate scale the
 - proposed use
 - x internal circulation and parking (proposed number of parking spaces)
 - x landscaping minimum square footage of landscaped area
 - x grading
 - x lighting
 - x drainage (storm water retention structures)
 - x amenities (location of amenities)
 - x buildings (maximum gross square footage and height of structures)
 - x buffers
 - _____ Additional information that may be required by the Code Enforcement Officer:

x Monroe Utilities Network Availability Letter

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

Rezoning Application

Page five (5)

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

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

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

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

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

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

Rezoning Application

Page six (6)

COMMENTS:

Thank you for taking the time to review our request for re-zoning. We believe that this course of action will be beneficial for the city of Monroe as it creates another desirable community within the city limits for future residents.

Disclosure of Campaign Contributions and/or gifts:

Each applicant has the duty of filing a disclosure report with the City if a contribution or gift totaling two hundred and fifty dollars (\$250.00) or more has been given to an official of the City of Monroe within the last two (2) years. The filing shall be within ten (10) days after the application is made, and in the case of a supporter or opponent, filing shall be at least five (5) days before the first public hearing.

I hereby withdraw the above application: Signature: _____ Date: _____

Revised 11/27/17

Charleston Manor

A Master Planned Residential Development

General Description

The rezoning request for the subdivision f/k/a Brookside Commons, parcel number M0240154 will include rezoning the Planned Commercial Development to a Planned Residential Development, whereby the commercial land abutting Church Street, will be rezoned to accommodate single family detached homes as well as the amenities for the subdivision. Additionally, the attached homes (townhomes) would be rezoned for single family detached homes as well. Both the commercial and former townhouse areas would be built under the same guidelines as required in the existing single family detached zoning portion of the existing Planned Commercial Development.

The 43.418-acre subject property is located on the south side of Church Street Georgia Highway 83). It is bordered on the west by the Carver Middle School campus and an undeveloped tract owned by Jack Sockwell, III. It is bound on the south by Grubby Creek and on the east by the future home of Browns Hill Baptist Church. The subject property slopes gently to the south and is covered with a mix of pine and hardwood secondary growth.

Existing Zoning and Surroundings

The parcel is currently zoned PCD and lies within the city limits of Monroe.

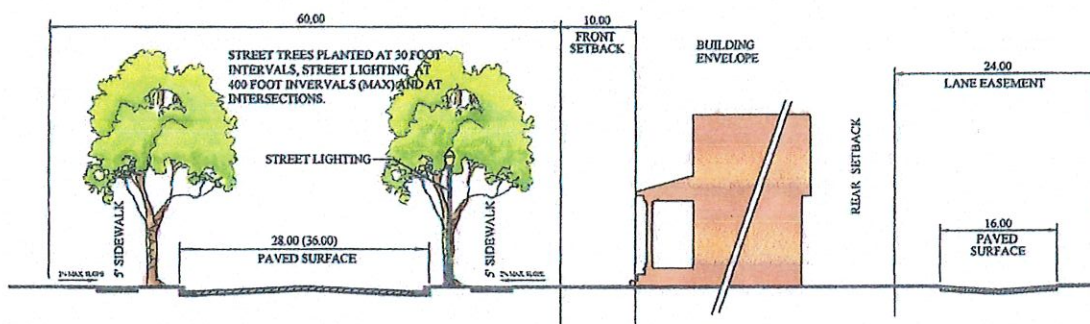
Surrounding uses and zones are as follows:

North:	R-1 and A-1 (County); Residential uses and Walker Baptist Church nearby
East:	A-1 (County), Carver Middle School A-1
South:	R-1 and A-1 (County), Undeveloped/ Housing
West:	R-1; Future home of American Red Cross and Browns Hill Baptist Church

Proposed Zoning and Use

The petitioner proposes to develop this parcel under the PRD (Planned Residential Development) zoning classification. The plan consists of a traditional neighborhood development with two entrances into the development from Church Street. Amenities will be located at the northern most portion of the development abutting Church Street. A green space is proposed between the amenities and the houses south of the amenities.

Residential buildings consist of single-family detached homes (see plan for locations). The minimum livable area of each home will be in accordance with Article VII of the City of Monroe Zoning Ordinance. The style of all structures will be similar to the local southern vernacular architecture. Building materials will consist of brick, stone, stucco, wooden or (Hardi-Plank) siding, and trim. An exterior color palette for all buildings will be included in the development documents and covenants to ensure a cohesive and pleasing color scheme.



STREET CROSS SECTION (60' R/W)

NOT TO SCALE

Streets within the development have been designed for the pedestrian as well as for the automobile. All streets include a 5-foot-wide concrete sidewalk on both sides of the street.

Street trees are proposed to be planted at 30-foot intervals and will be planted between the curb and the sidewalk. The variety of the trees will be chosen at the construction plan stage of the development, but only shade trees suitable for this use will be specified.

Garages and parking areas for many homes will be accessed by a 16-foot wide paved service lane located behind the homes. The configuration prevents numerous driveway curb-cuts and front entry garages.

Open Space and Buffers

A village green and park are located in the central portion of the development behind and adjacent to the amenities. Surrounded by houses overlooking the village green, this park will serve as the centerpiece and unifying element of the development. Uses permitted within the park include passive recreation areas with paved walking paths and benches.

Community open space located along Grubby Creek will be accessed from two points from the street running parallel to the creek. A nature trail is proposed to run along the creek. No vehicular traffic will be permitted in this area. Total open space consists of 12.026 acres or 28% of the tract.

Water Use

Water service will be provided by the City of Monroe.

Sewage Disposal

Sewage disposal will be provided by the City of Monroe.

Storm Water Detention

Stormwater runoff will travel as sheet flow until it is collected in natural and improved swales and/or drainage structures and directed to the flood plain along Grubby Creek.

Trash Disposal

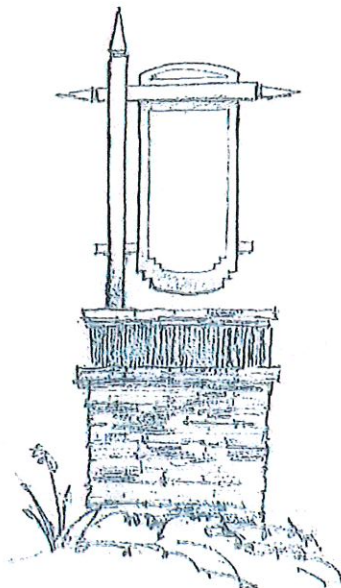
Trash receptacles will be provided in the amenity area of the development. These receptacles will be screened from view by a combination of masonry and wooden walls as well as landscape screening.

Development Standards

All development shall be in accordance with City of Monroe standards unless specifically addressed on the plan and this narrative. Protective covenants governing construction standards and maintenance will be recorded at a later date.

Signs

Two project identity signs are proposed at the entry points into the project. The signs, including the structure on which it is mounted will be no taller than 12 feet with a surface area of no more than 36 sq. ft. and will be in accordance with Article XII of the City of Monroe Zoning Ordinance.



Project Data, Notes and Development Standards**Total Land Area**

43.418 Acres

Land Designated as Public or Community Use

Common Areas	8.390 Acres, (19.3%)
Amenity Area	2.408 Acres, (4.7%)
Village Green	1.228 Acres, (2.8%)
Street Rights-of-Way	7.701 Acres, (17.7%)
Total:	19.727 Acres, (45.4%)

Note: There is a total of 0.783 acres of proposed public property to be encumbered by proposed utility easements.

Total Single Family Detached Lots: 122

Parking Provisions

Each Single-family residence will have a minimum of 2 off-street parking spaces. In addition, residential streets will provide parallel parking on one side.

Amenity Parking, proposed: 55 Spaces

Development Standards for Single Family Lots

Number of Single Family Detached Lots:	122
Front Entry Lots -	20
Rear Entry Lots -	102
Maximum Lot Coverage:	65%
Frontage (excluding inside curve lots):	50 feet
Setback:	
Front -	10 feet
Side -	4 feet
Rear, typical -	12 feet
Rear, Lots that back up the property perimeter -	24 feet
Minimum Heated Area (square feet):	1,600
Maximum Height:	30 feet
Lot Size Minimum (square feet):	4,500
Minimum Landscaping per lot (sq. ft.)	2,000

Lot Distribution, Blocks

Block A:	22
Note: Prior Townhome Lots A1-A7 are now Lots A1-A4	
Block B:	14
Block C:	29
Note: Prior Townhome Lots C21-C26 are now Lots C21-C23	
Block D:	23
Block E:	28
Note: Prior Townhome Lots E1-E11 are now Lots E1-E6	
Block H (Prior Commercial Lot H1):	6
TOTAL:	122



Date: October 18, 2018

In Re: Utilities

To Whom It May Concern:

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

The utilities checked below are available at 1600 E Church Street, in the City of Monroe, Georgia.

- ☒ ELECTRICITY
- ☒ NATURAL GAS
- ☒ WATER
- ☒ WASTEWATER
- ☒ TELECOMMUNICATION

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

Vashon T. Hill

City of Monroe

**NOTICE TO THE PUBLIC
CITY OF MONROE**

**A petition has been filed with the
City of Monroe requesting the
property at 1600 East Church Street,
to be rezoned from PCD to PRD
A public hearing will be held before
the Monroe Planning and Zoning
Commission at City Hall at 215 N. Broad
Street on November 20, 2018
at 5:30 P.M. All those having an
interest should be present to voice
their interest.**

**A petition has been filed with the
City of Monroe requesting the
property at 1600 East Church Street
to be rezoned from PCD to PRD
A public hearing will be held before
The Mayor and City Council
at the City Hall at 215 N. Broad Street
on December 11, 2018
at 6:00 P.M. All those having an
interest should be present to voice
their interest.**

**PLEASE RUN ON THE
FOLLOWING DATE:**

November 4, 2018



POINT OF BEGINNING (POB):
TO THE INTERSECTION OF THE
SOUTHERN CHURCH STREET
R/W & THE CENTERLINE OF
YOUNG STREET

SCALE: N.T.S.

BOUNDARY LINE CHART #1

(CREEK CALLS POINT "A" TO "B")

Bearing	Distance
S 79° 11' 13" W	15.61'
S 80° 55' 53" W	61.66'
N 54° 07' 58" W	67.42'
N 65° 59' 31" W	38.60'
N 80° 51' 48" W	47.83'
N 86° 38' 30" W	38.40'
S 48° 55' 37" W	47.62'
N 43° 15' 19" W	52.33'
S 85° 50' 44" W	41.57'
N 43° 12' 00" W	31.33'
S 64° 40' 42" W	60.97'
S 68° 01' 56" W	44.77'
S 53° 59' 04" W	57.63'
N 68° 20' 05" W	49.32'
S 82° 09' 37" W	53.64'
S 63° 03' 28" W	52.05'
S 23° 15' 37" E	63.58'
S 77° 04' 59" W	88.82'
N 86° 42' 52" W	29.85'
S 73° 15' 31" W	60.75'
S 44° 13' 29" W	28.31'
S 30° 54' 22" E	49.61'
S 43° 26' 20" W	38.32'
S 18° 29' 43" W	27.48'
S 05° 07' 26" W	56.00'
S 49° 34' 54" W	81.81'
S 88° 38' 36" W	45.10'
S 32° 03' 08" W	45.03'
S 47° 41' 16" W	65.20'

BOUNDARY LINE CHART #2

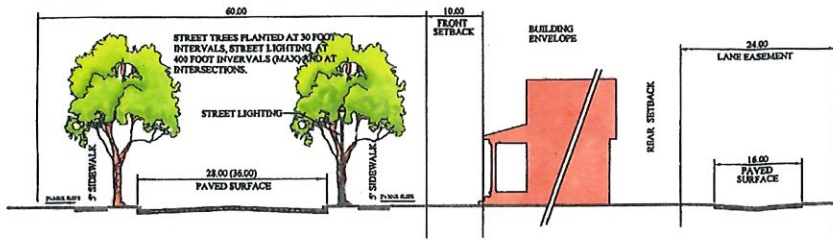
Line	Bearing	Distance
BL1	S 18° 21' 50" E	86.21'
BL2	S 18° 23' 15" E	94.11'
BL3	S 18° 25' 39" E	50.20'
BL4	S 18° 17' 47" E	99.87'
BL5	S 18° 20' 20" E	50.12'
BL6	S 18° 27' 23" E	49.88'
BL7	S 18° 17' 22" E	49.95'
BL8	S 18° 30' 49" E	50.14'
BL9	S 18° 11' 06" E	49.88'
BL10	S 18° 25' 13" E	49.98'
BL11	S 18° 14' 26" E	50.13'
BL12	S 17° 43' 01" E	6.65'
BL13	S 18° 29' 44" E	48.32'
BL14	S 18° 21' 13" E	54.99'
BL15	S 18° 23' 00" E	49.88'
BL16	S 18° 04' 55" E	33.81'
BL17	S 18° 25' 52" E	90.38'
BL18	S 18° 15' 30" E	68.69'
BL19	S 18° 19' 56" E	104.53'
BL20	N 60° 13' 33" E	142.75'
BL21	N 28° 13' 51" W	35.05'
BL22	N 28° 16' 53" W	63.19'
BL23	N 28° 16' 22" W	69.20'
BL24	N 28° 11' 42" W	71.61'
BL25	N 28° 21' 13" W	69.90'
BL26	N 28° 16' 49" W	64.24'
BL27	N 28° 14' 52" W	64.35'
BL28	N 28° 19' 50" W	65.33'
BL29	N 28° 17' 23" W	42.02'
BL30	N 28° 12' 49" W	66.15'
BL31	N 52° 39' 45" W	115.25'
BL32	N 51° 24' 39" E	17.55'
BL33	N 78° 22' 15" E	65.88'
BL34	N 78° 25' 32" E	50.10'
BL35	N 78° 32' 48" E	50.07'
BL36	N 78° 03' 10" E	35.61'
BL37	N 03° 12' 16" W	109.29'
BL38	N 17° 28' 21" W	9.96'
BL39	N 10° 14' 08" W	110.06'
BL40	N 10° 15' 29" W	39.02'
BL41	N 18° 26' 48" W	11.00'
BL42	N 18° 21' 55" W	26.31'
BL43	N 25° 44' 17" W	23.85'
BL44	N 25° 57' 04" W	50.48'
BL45	N 26° 06' 10" W	88.64'
BL46	N 73° 09' 28" E	51.65'
BL47	N 71° 06' 56" E	107.09'

BROWN'S HILL BAPTIST CHURCH
1520 E. CHURCH STREET
TAX PARCEL M0240153400
DB 945, PG. 52
ZONED R1

BROWN'S HILL BAPTIST CHURCH
1520 E. CHURCH STREET
TAX PARCEL M0240153400
DB 945, PG. 52
ZONED P

JAMES ALBERT BROWN, JR.
LORETTA B. BROWN
TAX PARCEL C1320002
DB 3859, PG. 410
PG. 111, PG. 67
ZONED R1

JAMES ALBERT BROWN, JR.
LORETTA B. BROWN
TAX PARCEL C1320001
DB 3858, PG. 105
PG. 111, PG. 67
ZONED A1



STREET CROSS SECTION (60' R/W)
NOT TO SCALE

AUTHORIZATION STATEMENT:

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

CERTIFICATE OF APPROVAL BY PLANNING COMMISSION:

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

DATED THIS _____ DAY OF _____, 20____
BY: _____, CHAIRMAN
BY: _____, SECRETARY

CERTIFICATE OF APPROVAL BY MAYOR AND COUNCIL:

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

DATED THIS _____ DAY OF _____, 20____
BY: _____, MAYOR
BY: _____, CITY CLERK

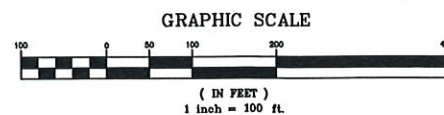
CERTIFICATE OF APPROVAL BY THE CODE ENFORCEMENT OFFICE:

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

CERTIFICATE OF APPROVAL BY MONROE WATER LIGHT AND GAS COMMISSION:

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

DATED THIS _____ DAY OF _____, 20____
BY: _____
TITLE: _____



CHARLESTON MANOR

LAND LOTS 102, 103 & 107 - 3RD LAND DISTRICT
CITY OF MONROE, WALTON COUNTY, GEORGIA

CONCEPTUAL MASTER PLAN

OWNER

KFB ENTERPRISES, INC.
P.O. BOX 122
CONYERS, GEORGIA 30012
(770)922-5445

24-HOUR CONTACT

LGI HOMES, LLC
695 MANSSELL ROAD, SUITE 220
ROSWELL, GEORGIA 30075
(770) 712-7314
CONTACT: SETH YURMAN

ENGINEER

ASHFORD ENGINEERS SOUTH, LLC
350 VIRGINIA HIGHLANDS
FAYETTEVILLE, GEORGIA 30215
(678) 817-6956
CONTACT: DANIEL R. GREENE, P.E.
GSWC LEVEL II CERTIFICATION #0000015975

GENERAL NOTES:

EXISTING ZONING: PCD PLANNED COMMERCIAL DISTRICT

PROPOSED ZONING: PRD PLANNED RESIDENTIAL DISTRICT

BOUNDARY DATA:
PROPERTY CONTAINS 43.418 ACRES AND IS LOCATED IN LANDLOTS 102, 103, & 107 OF 3RD DISTRICT WITHIN CITY OF MONROE, WALTON COUNTY, GEORGIA. BOUNDARY AND RIGHT-OF-WAY INFORMATION OBTAINED FROM A BOUNDARY SURVEY PREPARED BY ALCOY SURVEYING AND ENGINEERING, INC. FOR KFB ENTERPRISES (DATED JULY 28, 2017).

TAX ID NUMBER: M0240154

PROPERTY ADDRESS: 1600 E CHURCH STREET

DEVELOPMENT STANDARDS:
FRONT SETBACK: TEN FEET (10') FROM PUBLIC R/W
SIDE SETBACK: SIX FEET (6')
REAR SETBACK: TWELVE FEET (12')
BOUNDARY SETBACK: TWENTY-FOUR FEET (24')
FRONTAGE (MINIMUM): FIFTY FEET (50')

MAXIMUM NUMBER OF RESIDENTIAL DWELLING UNITS: 122
FRONT ENTRY LOTS: 20
REAR ENTRY LOTS: 102
MINIMUM DWELLING SIZE, HEATED: 1,600 SQUARE FEET
MAXIMUM LOT COVERAGE: 65%
STRUCTURE HEIGHT, MAXIMUM: THIRTY FEET (30')
LOT SIZE, MINIMUM (SQUARE FEET): 4,500 SQUARE FEET

DENSITY:
122 UNITS / 43.418 ACRES = 2.81 UNITS / ACRE

LAND AREA: LAND DESIGNATED AS PUBLIC OR COMMUNITY USE
COMMON AREAS: 8,390 ACRES (19.3%)
AMENITY AREA: 2,408 ACRES (4.7%)
VILLAGE GREEN: 1,228 ACRES (2.8%)
STREET RIGHTS-OF-WAY: 7,701 ACRES (17.7%)

TOTAL OPEN SPACE: 12,626 ACRES (27.7%)
TOTAL PUBLIC/COMMUNITY AREAS: 19,727 ACRES (45.4%)

NOTE: THERE IS A TOTAL OF 0.783 ACRES OF PROPOSED PUBLIC PROPERTY TO BE ENCUMBERED BY PROPOSED UTILITY EASEMENTS.

PARKING PROVISIONS:
EACH SINGLE FAMILY RESIDENCE WILL BE REQUIRED TO PROVIDE A MINIMUM OF 2 OFF-STREET PARKING SPACES. IN ADDITION, RESIDENTIAL STREETS WILL PROVIDE PARALLEL PARKING ON ONE SIDE.

AMENITY PARKING: PROPOSED: 55 SPACES

ADDITIONAL PROPERTY CONDITIONS:

- A TEN FOOT (10') WIDE DRAINAGE EASEMENT IS CENTERED ON ALL INTERIOR PROPERTY LINES.
- A PORTION OF THIS PROPERTY LIES WITHIN A DESIGNATED FLOOD HAZARD AREA ACCORDING TO FEDERAL EMERGENCY MANAGEMENT AGENCY MAP PANEL NO. 13297C0145D, DATED 5/18/2009.
- ALL GREEN SPACE AND STORMWATER DETENTION FACILITIES ARE TO BE DEDICATED TO THE FUTURE HOMEOWNERS ASSOCIATION.
- ALL STORM DRAINS AND RELATED FACILITIES WITHIN THE RIGHTS-OF-WAY SHALL BE MAINTAINED BY THE CITY OF MONROE. ALL OTHERS SHALL BE MAINTAINED BY THE APPLICABLE PROPERTY OWNER WHOSE PROPERTY IS TRAVERSED BY THE STORM DRAINAGE SYSTEM.
- PUBLIC UTILITIES:**
WATER - CITY OF MONROE
SEWER - CITY OF MONROE
ELECTRIC & GAS - MONROE WATER, LIGHT & GAS
6. ALL PRD REQUIREMENTS WILL BE ADHERED TO AS PASSED, INCLUDING THE IMPENDING DEVELOPER'S AGREEMENT.
- THERE ARE NO KNOWN LANDFILLS ON THE SUBJECT PROPERTY.
- INTERNAL CIRCULATION - ALL STREETS INCLUDE A FIVE FOOT (5') CONCRETE SIDEWALK ON BOTH SIDES OF THE STREET.
- LANDSCAPING - STREET TREES ARE PROPOSED TO BE PLANTED AT THIRTY FOOT (30') INTERVALS BETWEEN THE CURB AND SIDEWALK ON BOTH SIDES OF THE STREETS. TWO (2) TWO INCH (2") CALIPER TREES WILL BE INSTALLED ON EACH LOT. FURTHERMORE, A MINIMUM OF TWO THOUSAND SQUARE FEET OF LANDSCAPING AND SOODED FRONT & SIDE YARDS (DISTURBED AREAS ONLY) WILL BE REQUIRED FOR EACH LOT.
- GRADING - THE SITE HAS BEEN PRE-GRADDED BY THE ORIGINAL DEVELOPER. INTERMEDIATE GRADING WILL BE PERFORMED TO ACCOMMODATE THE PROPOSED HOUSE FOUNDATIONS AND THE REQUIRED CRAWL SPACE LOOK.
- LIGHTING - STREET LIGHTS WILL BE REQUIRED WITHIN THIS SUBDIVISION.
- DRAINAGE - STORMWATER RUNOFF WILL TRAVEL AS SHEET FLOW UNTIL IT IS COLLECTED IN NATURAL AND IMPROVED SWALES AND/OR DRAINAGE STRUCTURES AND DIRECTED TO THE FLOOD PLAIN ALONG GRUBBY CREEK.
- AMENITIES - AN AMENITY AREA HAS BEEN PROPOSED AT THE FRONT OF THE SUBJECT PROPERTY, ADJACENT TO CHURCH STREET. THE AMENITY AREA WILL INCLUDE A POOL, CLUBHOUSE, TENNIS COURTS, BASKETBALL HALF COURT, A PICKLE BALL COURT AND PLAYGROUND. A VILLAGE GREEN AND PARK WILL BE LOCATED IN THE CENTRAL PORTION OF THE DEVELOPMENT, LOCATED BEHIND AND ADJACENT TO THE AMENITY AREA.
- BUILDINGS - THE STYLE OF ALL STRUCTURES WILL BE SIMILAR TO LOCAL SOUTHERN VERNACULAR ARCHITECTURE. BUILDING MATERIALS WILL CONSIST OF BRICK, STUCCO, WOODEN (HARD-PLANK) SIDING AND TRIM. EXTERIOR COLOR PALETTE FOR ALL BUILDINGS WILL BE INCLUDED IN THE COVENANTS TO ENSURE A COHESIVE AND PLEASANT COLOR SCHEME.

LOT DISTRIBUTION, BLOCKS	
BLOCK A:	22
NOTE: PRIOR TOWNHOME LOTS A1-A7 ARE NOW LOTS A1-A4	
BLOCK B:	14
BLOCK C:	29
NOTE: PRIOR TOWNHOME LOTS C21-C26 ARE NOW LOTS C21-C23	
BLOCK D:	23
BLOCK E:	28
NOTE: PRIOR TOWNHOME LOTS E1-E11 ARE NOW LOTS E1-E6	
BLOCK F (PRIOR COMMERCIAL LOT H1):	6
TOTAL LOTS:	122

SHEET 1 OF 3

CONCEPTUAL MASTER PLAN

CHARLESTON MANOR

SUBDIVISION

DATE: 10/19/2018

JOB NO. 18-L7048

SCALE: 1" = 100'

DATE: 10/19/18

JOB NO. 18-L7048

REGISTRATION NO. GA 27049

DESIGNED BY: D. GREENE

DRAWN BY: A. DIAZZARO

CHECKED BY: D. GREENE

APPROVED BY: D. GREENE

REGISTRATION NO. GA 27049

DATE: 10/19/18

SCALE: 1" = 100'

JOB NO. 18-L7048

REGISTRATION NO. GA 27049

DESIGNED BY: D. GREENE

DRAWN BY: A. DIAZZARO

CHECKED BY: D. GREENE

APPROVED BY: D. GREENE

REGISTRATION NO. GA 27049

DATE: 10/19/18

SCALE: 1" = 100'

JOB NO. 18-L7048

REGISTRATION NO. GA 27049

DESIGNED BY: D. GREENE

DRAWN BY: A. DIAZZARO

CHECKED BY: D. GREENE

APPROVED BY: D. GREENE

REGISTRATION NO. GA 27049

DATE: 10/19/18

SCALE: 1" = 100'

JOB NO. 18-L7048

REGISTRATION NO. GA 27049

DESIGNED BY: D. GREENE

DRAWN BY: A. DIAZZARO

CHECKED BY: D. GREENE

APPROVED BY: D. GREENE

REGISTRATION NO. GA 27049

DATE: 10/19/18

SCALE: 1" = 100'

JOB NO. 18-L7048

REGISTRATION NO. GA 27049

DESIGNED BY: D. GREENE

DRAWN BY: A. DIAZZARO

CHECKED BY: D. GREENE

APPROVED BY: D. GREENE

REGISTRATION NO. GA 27049

DATE: 10/19/18

SCALE: 1" = 100'

JOB NO. 18-L7048

REGISTRATION NO. GA 27049

DESIGNED BY: D. GREENE

DRAWN BY: A. DIAZZARO

CHECKED BY: D. GREENE

APPROVED BY: D. GREENE

REGISTRATION NO. GA 27049

DATE: 10/19/18

SCALE: 1" = 100'

JOB NO. 18-L7048

REGISTRATION NO. GA 27049

DESIGNED BY: D. GREENE

DRAWN BY: A. DIAZZARO

CHECKED BY: D. GREENE

APPROVED BY: D. GREENE

REGISTRATION NO. GA 27049

DATE: 10/19/18

SCALE: 1" = 100'

JOB NO. 18-L7048

REGISTRATION NO. GA 27049

DESIGNED BY: D. GREENE

DRAWN BY: A. DIAZZARO

CHECKED BY: D. GREENE

APPROVED BY: D. GREENE

REGISTRATION NO. GA 27049

DATE: 10/19/18

SCALE: 1" = 100'

JOB NO. 18-L7048

REGISTRATION NO. GA 27049

DESIGNED BY: D. GREENE

DRAWN BY: A. DIAZZARO

CHECKED BY: D. GREENE

APPROVED BY: D. GREENE

REGISTRATION NO. GA 27049

DATE: 10/19/18

SCALE: 1" = 100'

JOB NO. 18-L7048

REGISTRATION NO. GA 27049

DESIGNED BY: D. GREENE

DRAWN BY: A. DIAZZARO

CHECKED BY: D. GREENE

APPROVED BY: D. GREENE

REGISTRATION NO. GA 27049

DATE: 10/19/18

SCALE: 1" = 100'

JOB NO. 18-L7048

REGISTRATION NO. GA 27049

DESIGNED BY: D. GREENE

DRAWN BY: A. DIAZZARO

CHECKED BY: D. GREENE

APPROVED BY: D. GREENE

REGISTRATION NO. GA 27049

DATE: 10/19/18

SCALE: 1" = 100'

JOB NO. 18-L7048

REGISTRATION NO. GA 27049

DESIGNED BY: D. GREENE

DRAWN BY: A. DIAZZARO

CHECKED BY: D

AREA CHART BLOCK "A"

LOT NO.	AREA
A1	9,814 SF
A2	11,758 SF
A3	14,519 SF
A4	13,796 SF
A5	12,930 SF
A6	7,044 SF
A7	6,938 SF
A8	6,980 SF
A9	6,964 SF
A10	6,950 SF
A11	6,955 SF
A12	6,922 SF
A13	6,909 SF
A14	6,923 SF
A15	7,572 SF
A16	7,570 SF
A17	6,864 SF
A18	6,732 SF
A19	6,958 SF
A20	8,456 SF
A21	9,867 SF
A22	8,651 SF

AREA CHART BLOCK "D"

LOT NO.	AREA
D1	8,549 SF
D2	8,048 SF
D3	8,056 SF
D4	7,331 SF
D5	7,627 SF
D6	7,883 SF
D7	8,041 SF
D8	12,268 SF
D9	7,683 SF
D10	7,718 SF
D11	7,662 SF
D12	8,592 SF
D13	8,461 SF
D14	7,216 SF
D15	7,244 SF
D16	6,930 SF
D17	6,375 SF
D18	8,289 SF
D19	6,411 SF
D20	6,393 SF
D21	6,363 SF
D22	6,438 SF
D23	5,416 SF

AREA CHART BLOCK "B"

LOT NO.	AREA
B1	8,124 SF
B2	6,358 SF
B3	5,998 SF
B4	5,994 SF
B5	6,217 SF
B6	5,763 SF
B7	5,775 SF
B8	5,782 SF
B9	5,790 SF
B10	5,760 SF
B11	5,136 SF
B12	6,733 SF
B13	10,604 SF
B14	8,053 SF

AREA CHART BLOCK "E"

LOT NO.	AREA
E1	9,957 SF
E2	7,922 SF
E3	7,216 SF
E4	7,177 SF
E5	7,177 SF
E6	7,999 SF
E7	13,728 SF
E8	10,163 SF
E9	9,566 SF
E10	8,781 SF
E11	7,999 SF
E12	7,234 SF
E13	6,634 SF
E14	6,187 SF
E15	8,184 SF
E16	7,979 SF
E17	7,243 SF
E18	7,123 SF
E19	7,751 SF
E20	8,290 SF
E21	10,695 SF
E22	7,310 SF
E23	7,261 SF
E24	7,375 SF
E25	8,041 SF
E26	8,319 SF
E27	12,614 SF
E28	15,375 SF

AREA CHART BLOCK "C"

LOT NO.	AREA
C1	12,273 SF
C2	6,981 SF
C3	10,021 SF
C4	12,642 SF
C5	12,246 SF
C6	12,099 SF
C7	11,356 SF
C8	11,158 SF
C9	10,211 SF
C10	10,595 SF
C11	11,753 SF
C12	13,207 SF
C13	17,419 SF
C14	10,137 SF
C15	7,716 SF
C16	6,678 SF
C17	8,397 SF
C18	8,289 SF
C19	6,889 SF
C20	8,072 SF
C21	8,479 SF
C22	10,955 SF
C23	9,944 SF
C24	7,750 SF
C25	6,441 SF
C26	6,444 SF
C27	6,454 SF
C28	6,752 SF
C29	8,840 SF

AREA CHART BLOCK "H"

LOT NO.	AREA
H1	8,076 SF
H2	8,110 SF
H3	8,126 SF
H4	8,146 SF
H5	10,947 SF
H6	10,467 SF

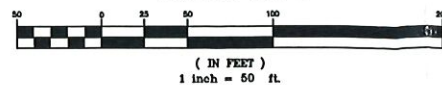
AS-BUILT SSMH TOPS

MH #	TOP ELEV
1	845.32
2	831.66
3	826.49
4	823.41
5	824.47
6	826.46
7	836.10
8	817.02
9	815.03
10	808.22
11	794.04
12	812.36
13	812.60
14	804.36
15	UNKNOWN
16	800.19
17	804.78
18	811.22
19	814.43
20	818.49
21	820.48
22	817.45
23	812.52
24	808.87

SHEET LEGEND:

--- DEVOTES A YARD SETBACK REQUIREMENT
REFER TO SHEET 1 FOR STANDARDS

GRAPHIC SCALE



NOTE:
TOPOGRAPHIC CONTOUR
INTERVAL: 1'

SETBACKS

FRONT SETBACK: 10' FROM R/W
SIDE SETBACK: 6'
REAR SETBACK (TYPICAL): 12'
REAR SETBACK (ADJACENT TO PERIMETER BOUNDARY): 24'

KEY MAP N.T.S.

© 2018 ASHFORD ENGINEERS SOUTH, LLC.

THIS PLAN IS NOT CERTIFIED UNLESS AN EMBOSSED SEAL APPEARS
THIS PLAN IS NOT TO BE REPRODUCED WITHOUT THE ENGINEER'S PERMISSION

ACTIVITY	NAME
DESIGNED BY:	D. GREENE
DRAWN BY:	A. DILAZZARO
CHECKED BY:	D. GREENE
APPROVED BY:	D. GREENE
REGISTRATION NO. GA 27049	



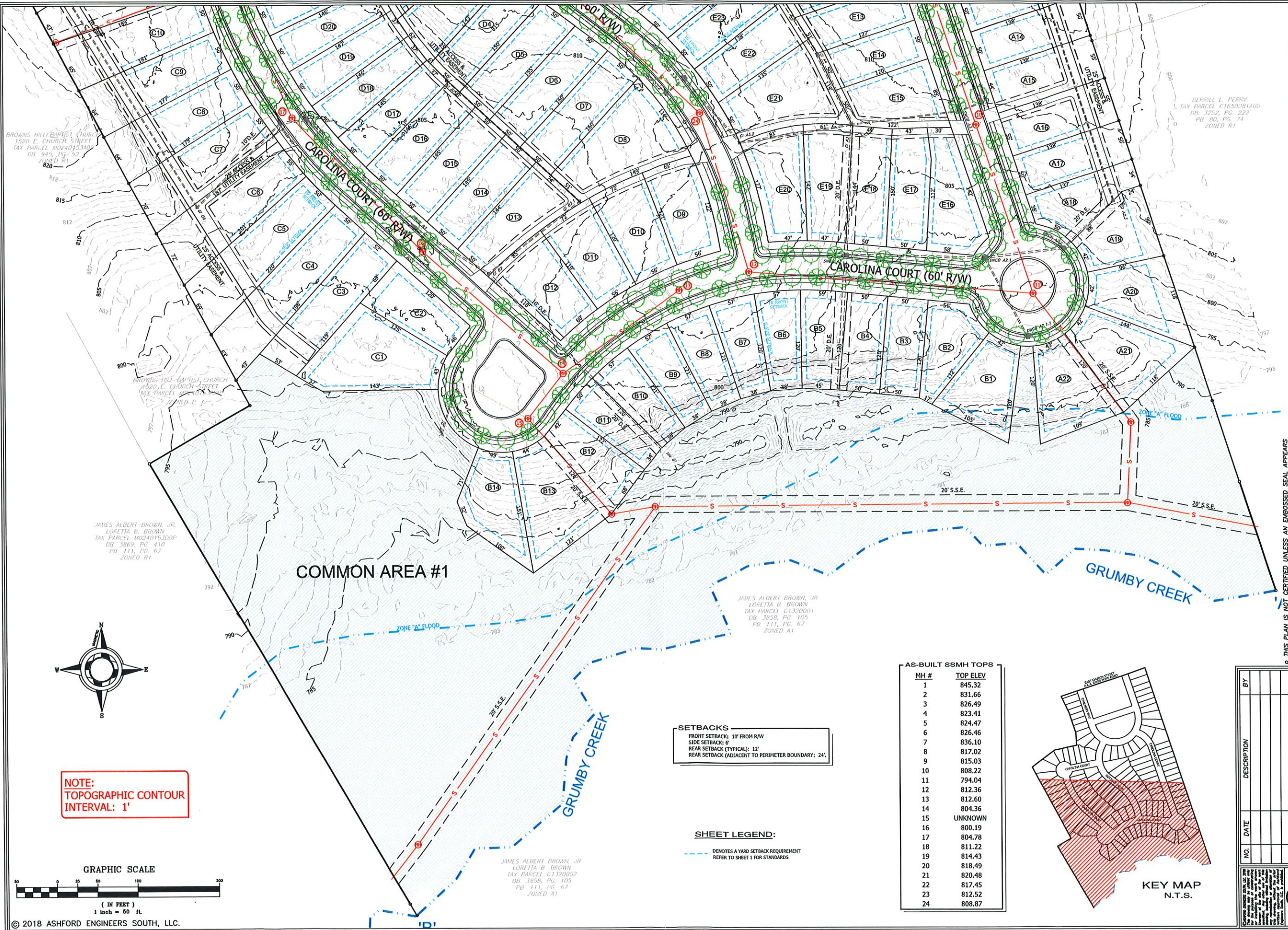
ashford engineers south, llc.
350 Virginia Highlands
Fayetteville, Georgia 30215
Tel. (678) 817-6956 Fax. (678) 817-6777
civil engineers - land planning - development services

SHEET
2 OF 3
CONCEPTUAL MASTER PLAN

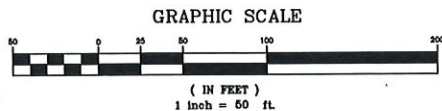
CHARLESTON MANOR
SUBDIVISION

LOCATED IN LANDLOTS 102, 103 & 107, 3RD DISTRICT, CITY OF MONROE, WALTON COUNTY, GEORGIA

NO.	DATE	DESCRIPTION



NOTE:
TOPOGRAPHIC CONTOUR
INTERVAL: 1'



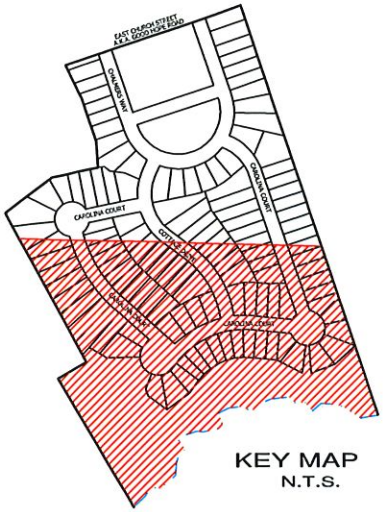
© 2018 ASHFORD ENGINEERS SOUTH, LLC.

SETBACKS
FRONT SETBACK: 10' FROM R/W
SIDE SETBACK: 6'
REAR SETBACK (TYPICAL): 12'
REAR SETBACK (ADJACENT TO PERIMETER BOUNDARY): 24'

SHEET LEGEND:

--- DENOTES A YARD SETBACK REQUIREMENT
REFER TO SHEET 1 FOR STANDARDS

AS-BUILT SSMH TOPS	
MH #	TOP ELEV
1	845.32
2	831.66
3	826.49
4	823.41
5	824.47
6	826.46
7	836.10
8	817.02
9	815.03
10	808.22
11	794.04
12	812.36
13	812.60
14	804.36
15	UNKNOWN
16	800.19
17	804.78
18	811.22
19	814.43
20	818.49
21	820.48
22	817.45
23	812.52
24	808.87



BY	
NO.	DATE

ashford engineers south, llc.
350 Virginia Highlands
Fayetteville, Georgia 30215
Tel. (678) 817-6956 Fax. (678) 817-6777
civil engineers - land planning - development services



ACTIVITY	NAME
DESIGNED BY:	D. GREENE
DRAWN BY:	A. DILAZZARO
CHECKED BY:	D. GREENE
APPROVED BY:	D. GREENE
REGISTRATION NO. GA 27049	

SCALE: 1" = 50'
DATE: 9/20/18
JOB NO. 18-L7048

CHARLESTON MANOR
SUBDIVISION

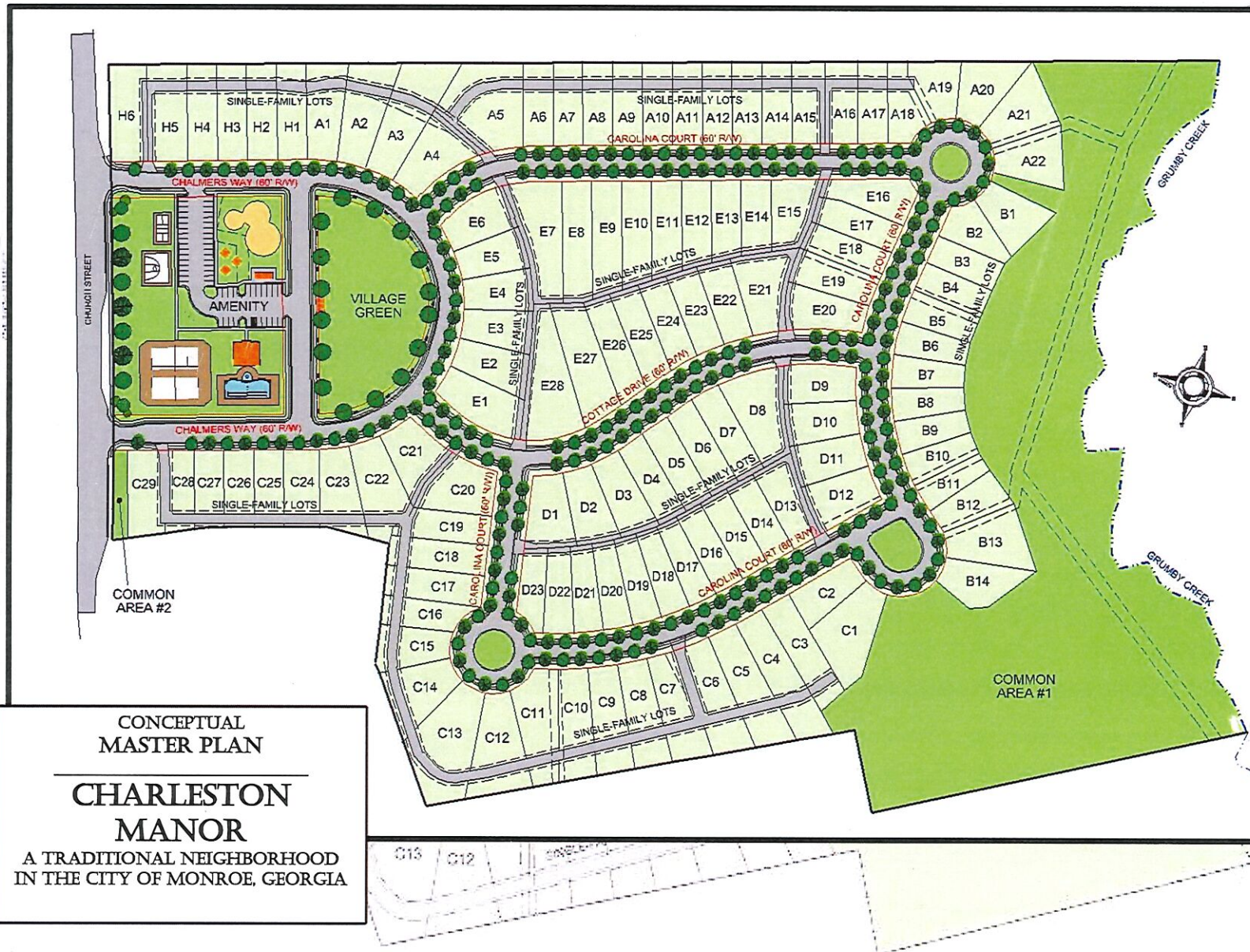
CONCEPTUAL MASTER PLAN

LOCATED IN LANDLOTS 102, 103 & 107, 3RD DISTRICT, CITY OF MONROE, WALTON COUNTY, GEORGIA

CHARLESTON MANOR

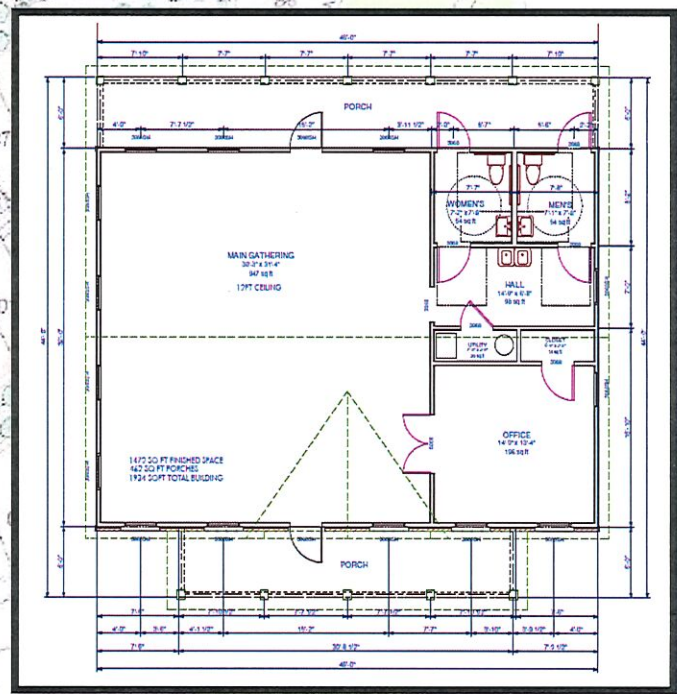
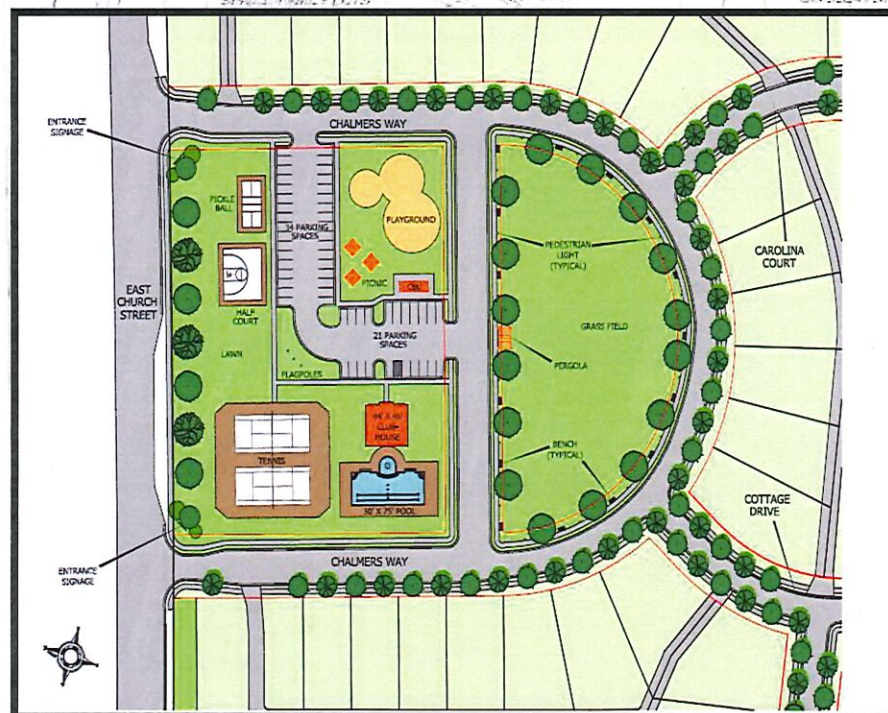


A TRADITIONAL NEIGHBORHOOD IN THE CITY OF MONROE, GEORGIA





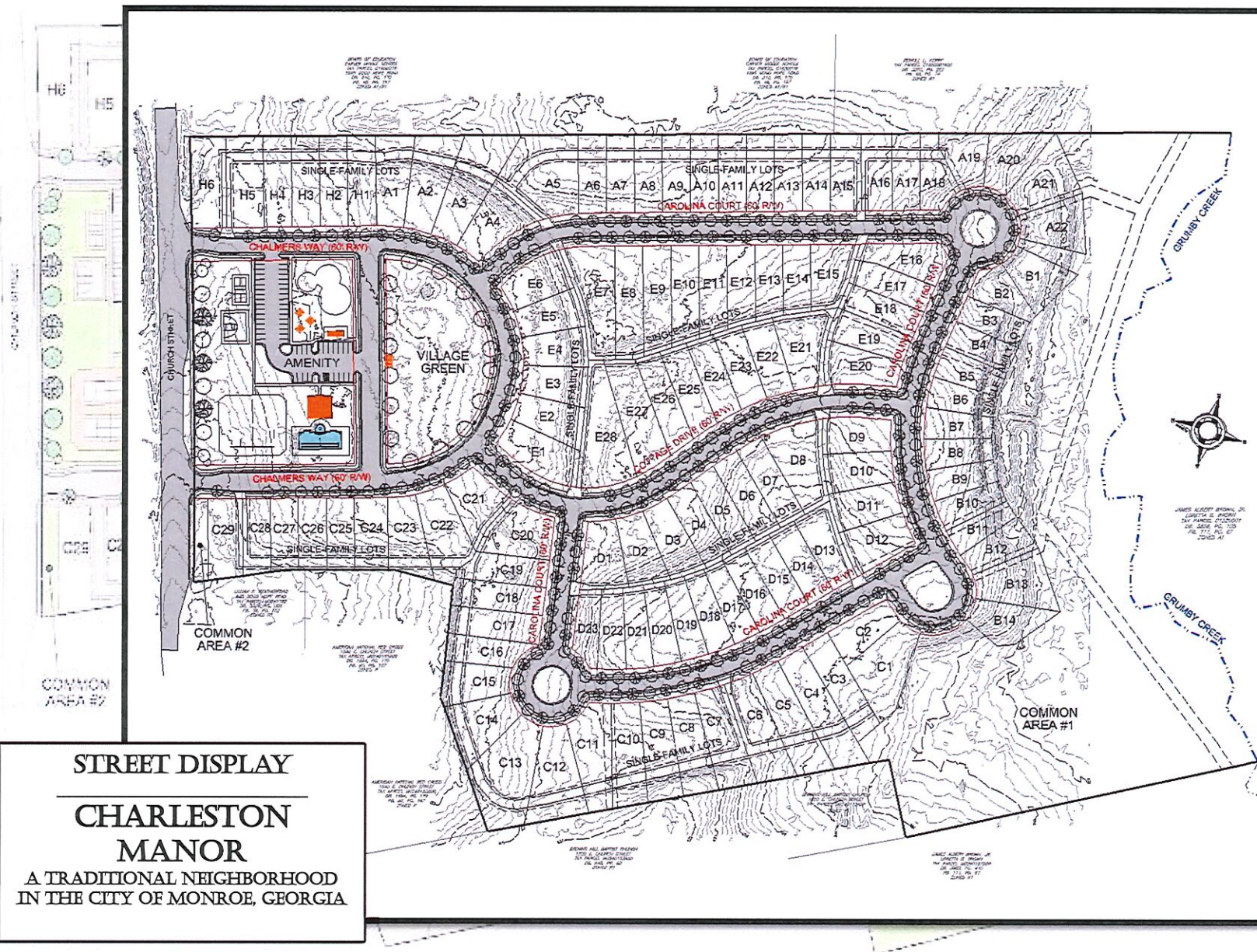
STREETSCAPE
CHARLESTON
MANOR
 A TRADITIONAL NEIGHBORHOOD
 IN THE CITY OF MONROE, GEORGIA

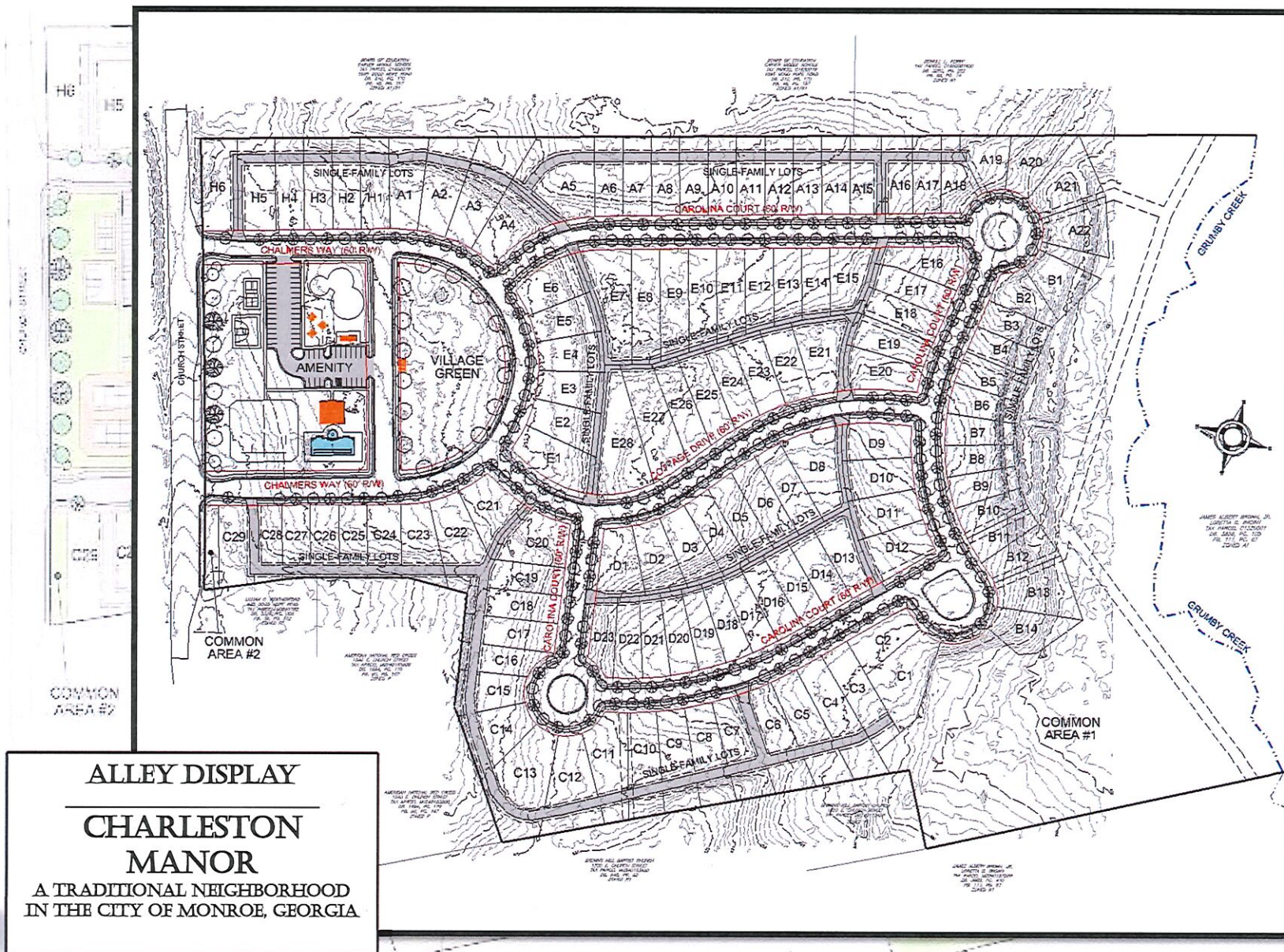


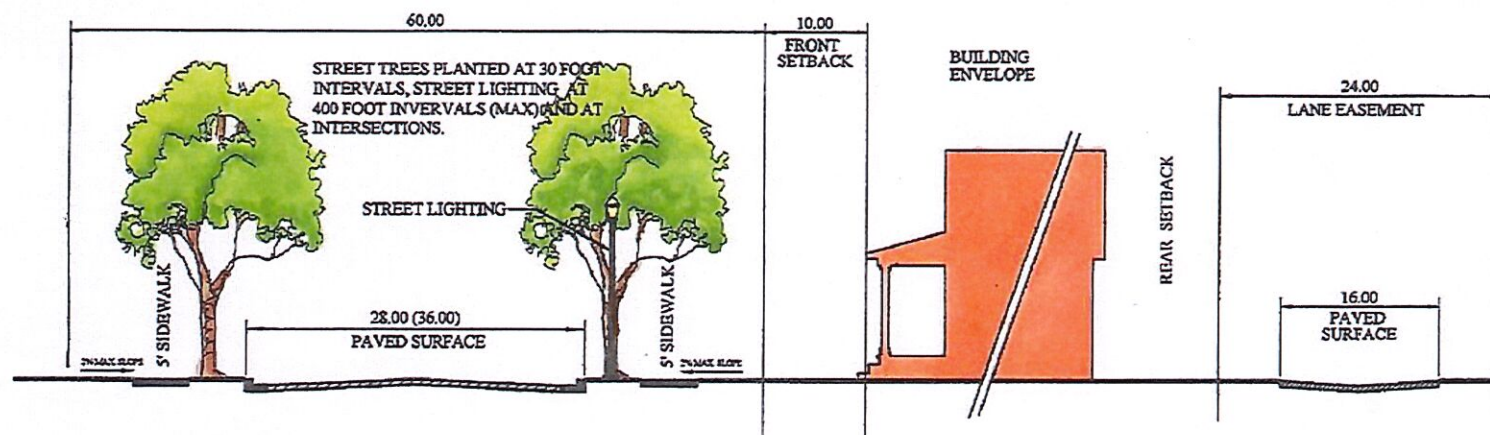
AMENITY

**CHARLESTON
MANOR**

A TRADITIONAL NEIGHBORHOOD
IN THE CITY OF MONROE, GEORGIA

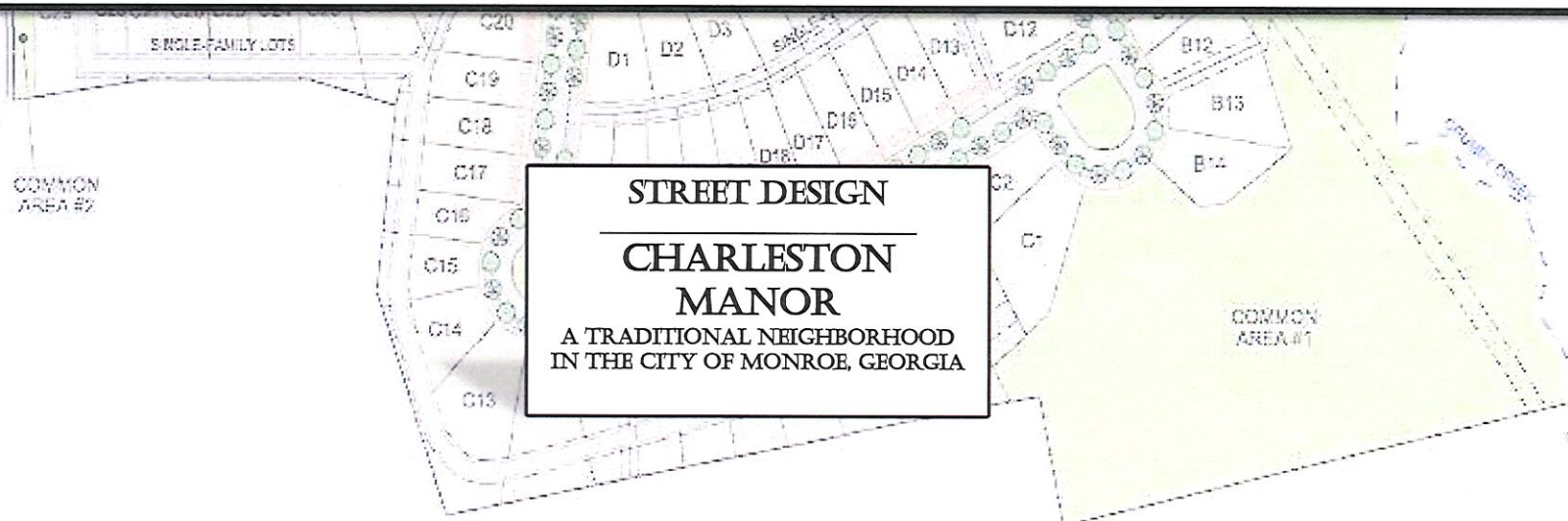






STREET CROSS SECTION (60' R/W)

NOT TO SCALE





PEDESTRIAN & STREET DESIGNS

CHARLESTON MANOR

A TRADITIONAL NEIGHBORHOOD
IN THE CITY OF MONROE, GEORGIA

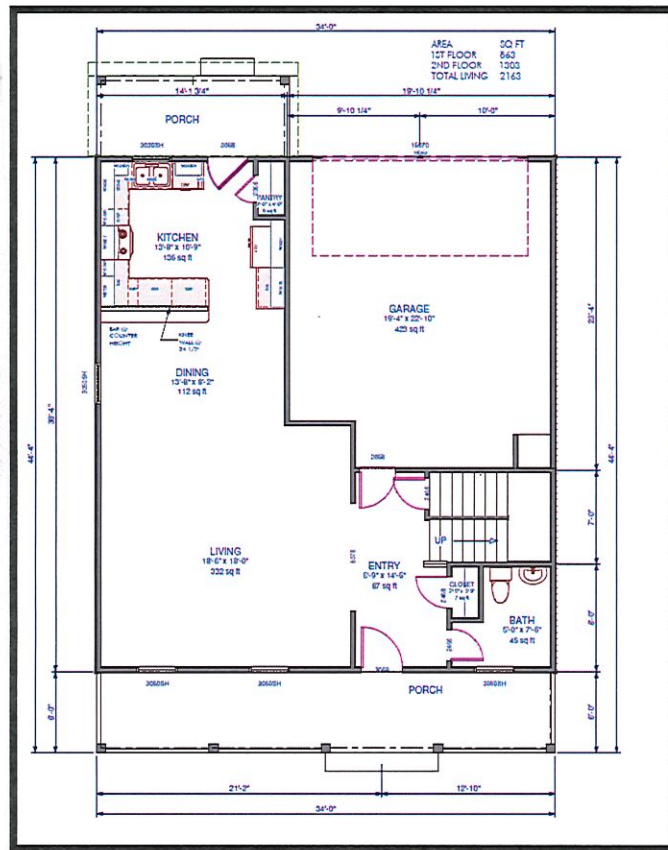


**SINGLE-FAMILY
HOUSES**

**CHARLESTON
MANOR**

A TRADITIONAL NEIGHBORHOOD
IN THE CITY OF MONROE, GEORGIA



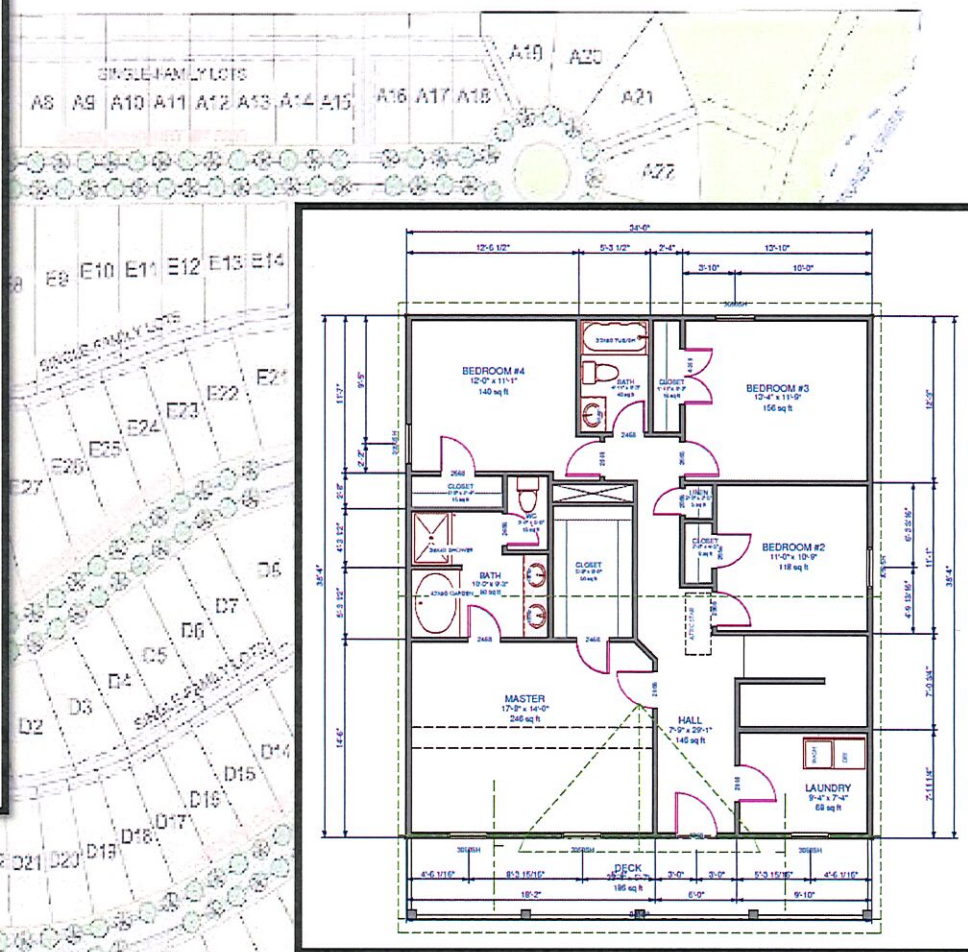


COMMON
AREA #2

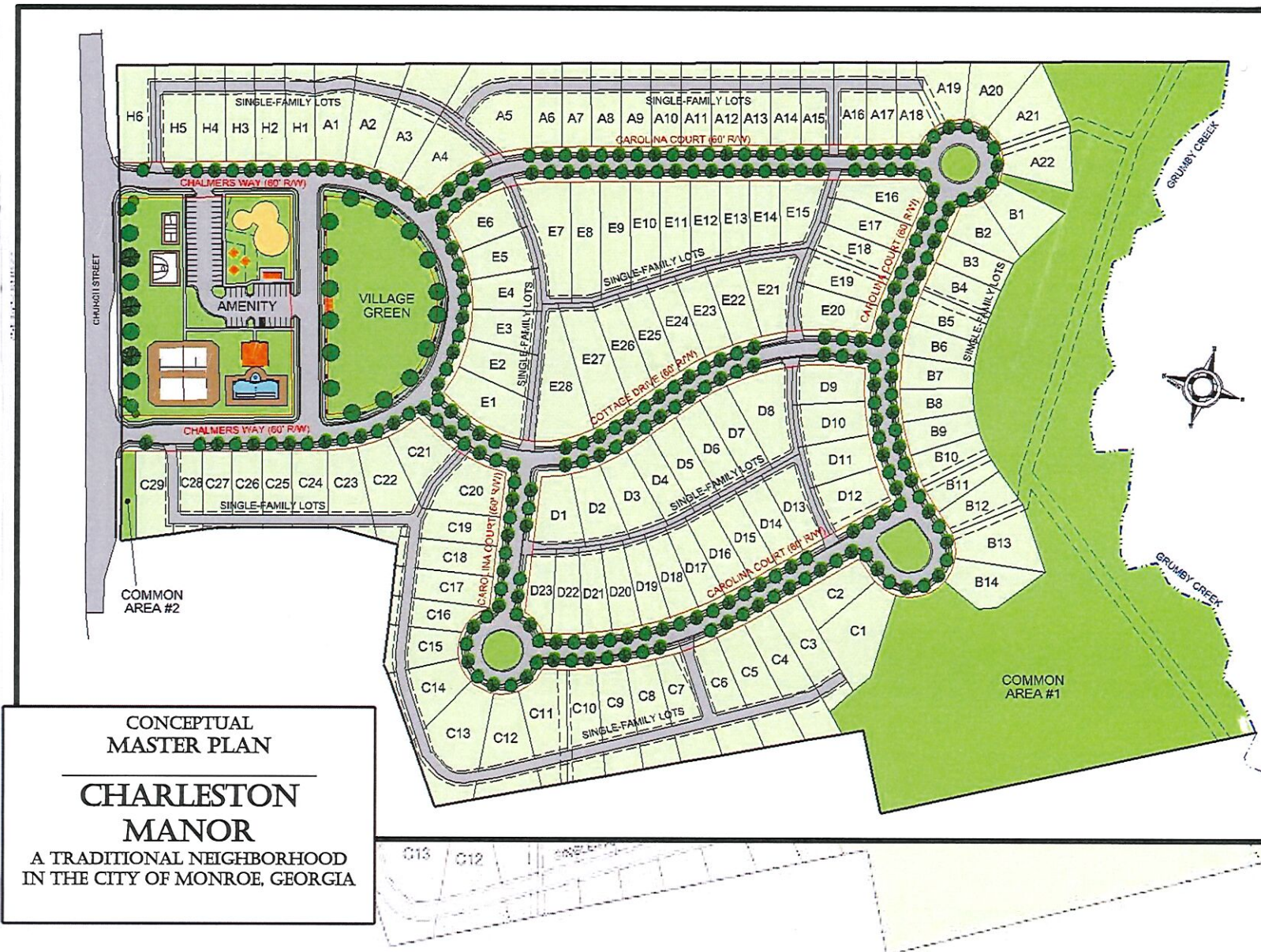
FLOORPLANS

CHARLESTON
MANOR

A TRADITIONAL NEIGHBORHOOD
IN THE CITY OF MONROE, GEORGIA



COMMON
AREA #1



CHARLESTON MANOR



A TRADITIONAL NEIGHBORHOOD IN THE CITY OF MONROE, GEORGIA



To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 09-27-18
Description: 215 Breedlove Dr. Rezone from R1,B3 & M1 to B3

Budget Account/Project Name: NA

Funding Source: 2018 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation: Approval

Background: The majority of this undeveloped property has had a split zoning comprised of M1 and B3. The applicant has acquired the adjoining property which is zoned R1 to the creek line. They wish to rezone the entire resulting parcel to B3 in order to make it congruous throughout, to eliminate M1 zoning in an inappropriate location and to allow development of the site for an approved use in B3 zoning.

Attachment(s): Submittals attached.

September 14, 2018

Petition Number: 18-00430
Applicant: Mill Point Properties, LLC
Location: 215 Breedlove Drive
Proposed Zoning: B3
Existing Zoning: R1, B3, & M1
Acreage: Total acreage 4.38 AC
Proposed Use: Commercial Self Storage

CODE ENFORCEMENT STAFF RECOMMENDATION

☒ Approve
☐ Deny
☐ Approve with recommended conditions

- (a) The applicant, Mill Point Properties, LLC request a rezone for property located at 215 Breedlove Drive. The project has 175.10 ft of road frontage on Breedlove Drive. The property consists of 4.38 ac. The recommendation of the Code Department is for Approval.
- (b) The Property is presently zoned R1, M1 & B3
- (c) The requested zoning classification is B3
- (d) The requested zoning will permit a use that is suitable in view of the use and development of adjacent and nearby property.
- (e) The change of zoning will not adversely affect the existing and adjacent property.
- (f) The subject property does have restricted economic use as currently zoned.
- (g) The change of zoning will not cause an excessive or burdensome use of existing street, transportation facilities, utilities or schools.
- (h) The Future Land Use Plan indicates the property should be Residential.

Recommended conditions:

RE-ZONING REQUEST ALL TYPES



215 North Broad Street
Monroe, GA 30655
CALL FOR INSPECTIONS
770-207-4674 ... Phone
dadkinson@monroega.gov

98

PERMIT NUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
18-00430	09/14/2018	\$ 0.00	\$ 200.00	adkinson

NAME + ADDRESS	LOCATION 215 Breedlove Dr Monroe, GA 30655	USEZONE B3/M1	
		PIN M0007-027-000	FLOODZONE
		SUBDIVISION	
	CONTRACTOR MILL POINT PROPERTIES, LLC	LOT	
		BLOCK 0	
	1152 Rowe Rd Monroe GA 30655	UTILITIES...	
	Electric		
	Sewer		
	Gas		
OWNER MILL POINT PROPERTIES, LLC,			
	1152 Rowe Rd Monroe GA 30655	PROJECTID# 215BreedloveDr-1809 14-1	
		EXPIRATIONDATE: 11/30/2018	

CHARACTERISTICS OF WORK

DESCRIPTION OF WORK

**REQUEST FOR REZONE FROM R1, B3 & M1
TO B3 - P&Z MTG 10/16/18 @ 5:30 PM -
COUNCIL MTG 11/13/18 @ 6:00 PM - 215 N
BROAD STREET**

NATURE OF WORK

Other

CENSUS REPORT CODE

875 - * Re-Zoning Request

DIMENSIONS

	#STORIES	
SQUAREFOOTAGE		Sq. Ft.
	#UNITS	
SINGLE FAMILY ONLY		
	#BATHROOMS	
	#BEDROOMS	
	TOTAL ROOMS	

NOTICE

This permit becomes null and void if work or construction authorized is not commenced within six (6) months, or if construction or work is suspended or abandoned for a period of six (6) months at any time after work is started.

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Contractor or Authorized Agent

Rebecca Adkinson

Approved By

Date

9-14-18

Date

MANAGE YOUR PERMIT ONLINE

WEB ADDRESS

<http://BuildingDepartment.com/project>

PERMIT NUMBER

18-00430

PERMIT PIN

57003

REZONE/ANNEXATION APPLICATION FORM

PERMIT NUMBER _____

- I. LOCATION Breedlove drive Monroe, GA adjacent to 215 Breedlove dr
 COUNCIL DISTRICT 1
 MAPNUMBER 7
 PARCEL NUMBER A Portion of M0070027
- II. PRESENT ZONING R1, B3 & M1 REQUESTED ZONING B3
- III. ACREAGE 1.88 - 4.38 PROPOSED USE Self Storage
- IV. OWNER OF RECORD PP Property Management LLC
 ADDRESS 426 W. Highland Ave Monroe, GA 30655
 PHONE NUMBER 404 819 2520

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

V. ANALYSIS:

1. A description of all existing uses and zoning of nearby property
Adjacent to B3 & M1 zoned property. Across the creek there is vacant residential land
2. Description of the extent to which the property value of the subject property is diminished by the existing zoning district classification
Property is really unusable for residential land. Having a large portion of flood area and being adjacent to a shopping center
3. The existing value of the property contained in the petition for rezoning under the existing zoning classification
\$30,000
4. The value of the property contained in the application for rezoning under the proposed zoning Classification
\$30,000
5. A description of the suitability of the subject property under the existing zoning classification
Not suitable for residential use due to flood area and topography.
6. A description of the suitability of the subject property under the proposed zoning classification of the property
It will only help the yield of project that will be completed on the adjacent tract which is already zoned M1 & B3.

Rezoning/Annexation Application
Page Two (2)

7. A description of any existing use of property including a description of all structures presently occupying the property None, vacant land
8. The length of time the property has been vacant or unused as currently zoned 50+ years
9. A detailed description of all efforts taken by the property owner(s) to use the property or sell the property under the existing zoning classification working with land planner to incorporate this tract with adjoining tract known as 215 Breedlove dr.

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

LEGAL DESCRIPTION OF PROPERTY

* See next page

Legal Description

All that 1.880 acres tract or parcel of land in Land Lot 30 of the 3rd Land District of Walton County Georgia and being more particularly described as follows:

Commencing at a ½" rebar at the intersection of the northerly 60' right of way of McDaniel Street and the easterly 100' right of way of Breedlove Drive and running thence N 62°50'58" W a distance of 1,041.79' to a ½ inch open top, thence 451.58' along the arc of a 1445.63' radius curve to the right, said curve being subtended by a chord of N 48°21'26"W a distance of 449.74' to a ½" rebar, said ½" rebar being the **True Point of Beginning** thence 147.60' along the arc of a 1445.63' radius curve to the right, said curve being subtended by a chord of N 36°29'00"W a distance of 147.53' to a ½" rebar, thence leaving the aforesaid right of way N 60°23'41"E a distance of 694.75' to a ½" rebar, thence S 15°06'23"E a distance of 54.04' to a point in a creek, thence along said creek S 39°57'38"W a distance of 35.52' to a point, thence S 36°56'00"E a distance of 72.79' to a point, thence S 46°07'23"W a distance of 125.88' to a point, thence S 67°19'06"W a distance of 8.81' to a point, thence S 57°22'45"W a distance of 433.35' to a ½" rebar on the easterly 100' right of way of Breedlove Drive and the **True Point of Beginning**.

Said tract is more particularly shown as Tract 1B on a Boundary Survey for Nathan Purvis, dated 6/9/18, prepared by Alcovy Surveying & Engineering, Inc.

Rezoning/Annexation Application
Page Three (3)

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

Owner of property (signature) _____

Address 426 W. Highland Ave Monroe, GA 30655

Phone Number 404-819-2520

Attorney/Agent (signature) _____

Address _____

Phone Number _____

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

Susan Sykes (Notary Public) 9-7-18 (Date)

My Commission Expires 9-8-18



Rezoning/Annexation Application
Page Four (4)

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

✓ Sanitary Sewer Septic Tank

The following information must be included in the application material requesting an annexation or zoning change from R1 to B3 located at tract 1B Broadlove dr, containing 1.88 acre(s), property owner being PP Property Management LLC filed on 9-12-18.

CHECK LIST - APPLICATION MATERIAL

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

✓ Monroe Utilities Network Availability Letter

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

Rezoning/Annexation Application

Page five (5)

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

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

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

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

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

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

Rezoning/Annexation Application
Page six (6)

COMMENTS

Disclosure of Campaign Contributions and/or gifts:

Each applicant has the duty of filing a disclosure report with the City if a contribution or gift totaling two hundred and fifty dollars (\$250.00) or more has been given to an official of the City of Monroe within the last two (2) years. The filing shall be within ten (10) days after the application is made, and in the case of a supporter or opponent, filing shall be at least five (5) days before the first public hearing.

I hereby withdraw the above application: Signature:  Date: 9-12-18

Pg 115
Bk 13

SURVEYOR CERTIFICATION

As required by subsection (d) of O.C.G.A. section 15-6-67, this plat has been prepared by a land surveyor and approved by all applicable local jurisdictions for recording as evidenced by approval certificates, signatures, stamps, or statements hereon. Such approvals or affirmations should be confirmed with the appropriate governmental bodies by any purchaser or user of this plat as to intended use of any parcel. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15-6-67.

Ronald Calvin Smith, Ga. R.L.S. no. 2921

THE FOLLOWING GOVERNMENTAL BODIES HAVE APPROVED THIS PLAT, MAP OR PARCEL FOR FILING:

CITY OF MONROE CODE DEPARTMENT

DATE:

NOTE:

THIS SURVEY HAS BEEN PREPARED FOR THE EXCLUSIVE USE OF THE PERSON(S) OR ENTITIES NAMED HEREON. NO EXPRESSED OR IMPLIED WARRANTIES WITH RESPECT TO THE INFORMATION SHOWN HEREON IS TO BE EXTENDED TO ANY PERSON(S) OR ENTITIES OTHER THAN THOSE SHOWN HEREON.

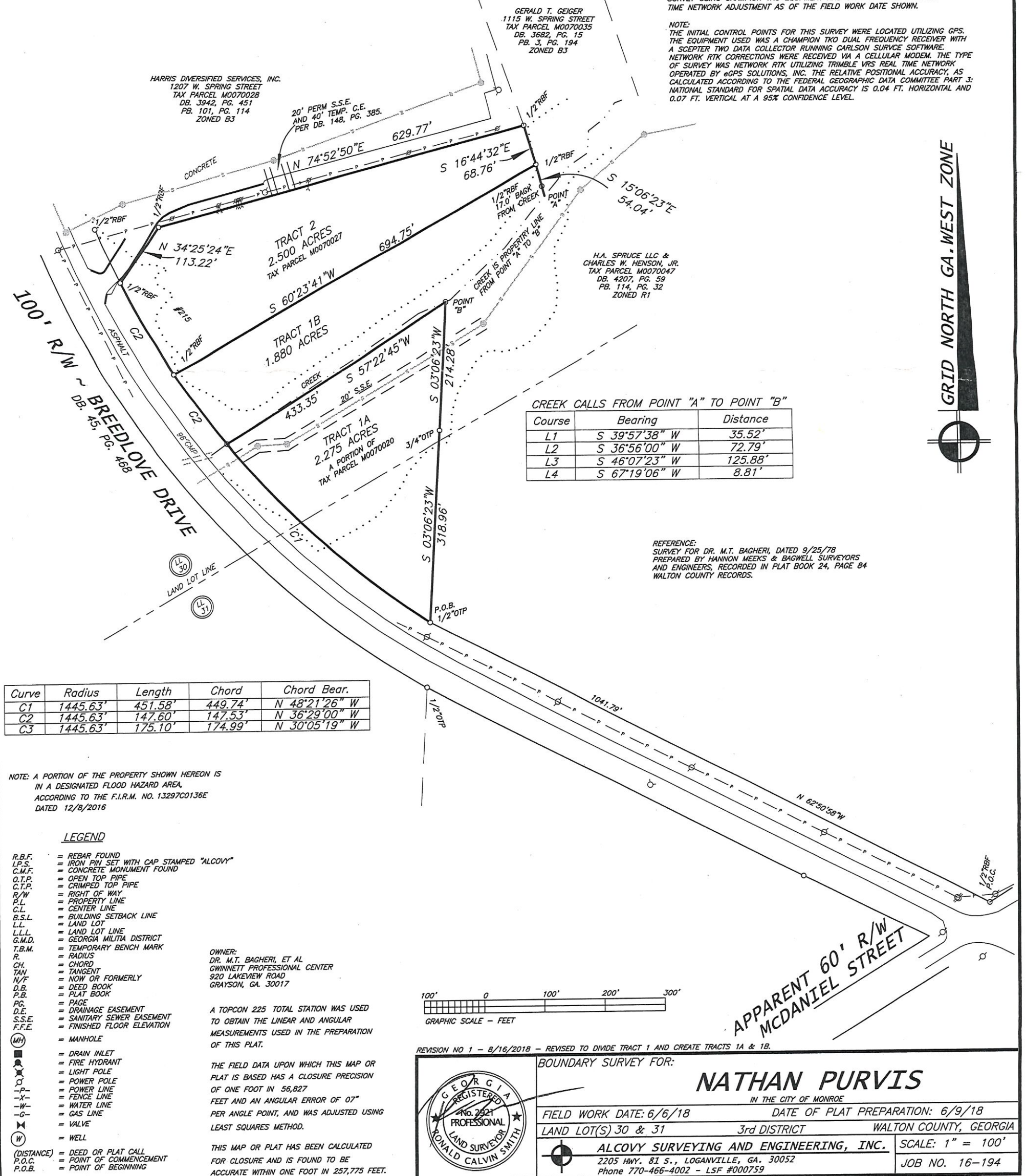
THIS SURVEY WAS PREPARED WITH OUT THE BENEFIT OF A CURRENT TITLE INSPECTION REPORT. EASEMENTS OR OTHER ENCUMBRANCES MAY EXIST ON PUBLIC RECORD BUT ARE NOT SHOWN HEREON.

ANY UNDERGROUND UTILITY SHOWN HEREON IS BASED ON UTILITY MARKINGS BY THE UTILITY OWNER, A PRIVATE UTILITY MARKING COMPANY, CONSTRUCTION AND ASBUILT DRAWINGS PROVIDED BY THE UTILITY PROVIDER OR PROPERTY OWNER. THE SURVEYOR MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA. UNDERGROUND UTILITIES NOT OBSERVED DURING THE FIELD SURVEY PROCEDURE MAY EXIST BUT ARE NOT SHOWN ON THIS SURVEY. FURTHERMORE THE SURVEYOR DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN HEREON ARE IN THE EXACT LOCATION INDICATED, ALTHOUGH THE SURVEYOR DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM THE INFORMATION AVAILABLE.

NOTE: BEARINGS & ELEVATIONS SHOWN HEREON ARE BASED UPON GPS SURVEY USING CHAMPION TKO EQUIPMENT AND eGPS SOLUTIONS REAL TIME NETWORK ADJUSTMENT AS OF THE FIELD WORK DATE SHOWN.

NOTE: THE INITIAL CONTROL POINTS FOR THIS SURVEY WERE LOCATED UTILIZING GPS. THE EQUIPMENT USED WAS A CHAMPION TKO DUAL FREQUENCY RECEIVER WITH A SCEPTER TWO DATA COLLECTOR RUNNING CARLSON SURVCE SOFTWARE. NETWORK RTK CORRECTIONS WERE RECEIVED VIA A CELLULAR MODEM. THE TYPE OF SURVEY WAS NETWORK RTK UTILIZING TRIMBLE VRS REAL TIME NETWORK OPERATED BY eGPS SOLUTIONS, INC. THE RELATIVE POSITIONAL ACCURACY, AS CALCULATED ACCORDING TO THE FEDERAL GEOGRAPHIC DATA COMMITTEE PART 3: NATIONAL STANDARD FOR SPATIAL DATA ACCURACY IS 0.04 FT. HORIZONTAL AND 0.07 FT. VERTICAL AT A 95% CONFIDENCE LEVEL.

THIS BLOCK RESERVED FOR
THE CLERK SUPERIOR COURT



GENERAL NOTES:

- BOUNDARY REFERENCED FROM RETRACEMENT BOUNDARY SURVEY FOR NATHAN PURVIS BY ALCOVY SURVEYING AND ENGINEERING, LLC, DATED 6-9-18.
- TRACT 2 IS ZONED D3/ML. TRACT 1B IS ZONED R1.
- TRACT A TO BE REZONED TO B3.
- TOTAL AREA OF TRACT 2 = 2.50AC
TOTAL AREA OF TRACT 1B = 1.88AC
4.38AC TOTAL
- TOTAL ALLOWABLE IMPERVIOUS AREA IS 4.38AC X 60% = 2.63AC
TOTAL IMPERVIOUS AREA PROPOSED IS 2.55 AC (2.55/4.38=58.2%)
A TOTAL OF 59,925SF OF STORAGE IS PROPOSED.
- BUILDING HEIGHT NOT TO EXCEED 35FT.
- MINIMUM SQUARE FOOTAGE OF BUILDING ALLOWABLE IS 2000SF.
- THERE IS A TOTAL OF 3 PARKING SPACES PROPOSED.
- MINIMUM LANDSCAPE AREA TO BE 0.61AC (LOCATED IN BUFFERS)
- TOTAL LOT AREA: 2.55AC IMPERVIOUS (58.2%)
0.50AC STORMWATER PONDS(11.5%)
0.61 MIN. LANDSCAPED BUFFERS(13.9%)
0.07AC ADDITIONAL LANDSCAPED AREA(1.6%)
0.65AC FLOOD PLAIN/STATE WATER BUFFER(14.8%)
4.38AC(100%)
- FEMA FLOOD PER FIRM PANEL #13297C0136E DATED 12/8/16.

HARRIS DIVERSIFIED SERVICES, INC.
1207 W. SPRING STREET
TAX PARCEL M0070028
DB. 3942, PG. 451
PB. 101, PG. 114
ZONED B3

20' PERM S.S.E.
AND 40' TEMP. C.E.
PER DB. 148, PG. 305

GERALD T. GEIGER
1115 W. SPRING STREET
TAX PARCEL M0070035
DB. 3682, PG. 15
PB. 3, PG. 194
ZONED B3

H.A. SPRUCE LLC &
CHARLES W. HENSON, JR.
TAX PARCEL M0070047
DB. 4207, PG. 59
PB. 114, PG. 32
ZONED R1



100' R/W ~ BREEDLOVE DRIVE
DB. 45, PG. 468

LEGEND

- R.B.F. = REBAR FOUND
I.P.S. = IRON PIN SET WITH CAP STAMPED "ALCOVY"
C.M.F. = CONCRETE MONUMENT FOUND
O.T.P. = OPEN TOP PIPE
C.T.P. = CRIMPED TOP PIPE
R/W = RIGHT OF WAY
P.L. = PROPERTY LINE
C.L. = CENTER LINE
B.S.L. = BUILDING SETBACK LINE
L.L. = LAND LOT
L.L.L. = LAND LOT LINE
G.M.D. = GEORGIA MILITIA DISTRICT
T.B.M. = TEMPORARY BENCH MARK
R. = RADIUS
CH. = CHORD
TAN. = TANGENT
N/O = NOW OR FORMERLY
D.B. = DEED BOOK
P.B. = PLAT BOOK
PG. = PAGE
D.E. = DRAINAGE EASEMENT
S.S.E. = SANITARY SEWER EASEMENT
F.F.E. = FINISHED FLOOR ELEVATION
MH = MANHOLE
DI = DRAIN INLET
FH = FIRE HYDRANT
LP = LIGHT POLE
PP = POWER POLE
PL = POWER LINE
FL = FENCE LINE
WL = WATER LINE
GL = GAS LINE
V = VALVE
W = WELL
(DISTANCE) = DEED OR PLAT CALL
P.O.C. = POINT OF COMMENCEMENT
P.O.B. = POINT OF BEGINNING

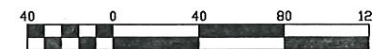
CREEK CALLS FROM POINT "A" TO POINT "B"

Course	Bearing	Distance
L1	S 39°57'38" W	35.52'
L2	S 36°56'00" W	72.79'
L3	S 46°07'23" W	125.88'
L4	S 67°19'06" W	8.81'

Curve	Radius	Length	Chord	Chord Bear.
C1	1445.63'	599.17'	594.89'	N 45°25'56" W
C2	1445.63'	175.10'	174.99'	N 30°05'19" W

REFERENCE:
SURVEY TYP. DR. M.T. BAGHERI, DATED 8/25/78
PREPARED BY HANCOCK WICKS & BAGWELL SURVEYORS
AND ENGINEERS, RECORDED IN PLAT BOOK 24, PAGE 84
WALTON COUNTY RECORDS.

NOTE: A PORTION OF THE PROPERTY SHOWN HEREON IS
IN A DESIGNATED FLOOD HAZARD AREA,
ACCORDING TO THE F.I.R.M. NO. 13297C0136E
DATED 12/8/2016



Scale 1" = 40'

CONTACT: MATTHEW SULLINS
SULLINS ENGINEERING, LLC.

302 WEST MAY ST.
WINNER, GA 30680
PHONE: (678) 687-6219

REZONE CONCEPT PLAT for

BREEDLOVE STORAGE

WALTON COUNTY, GEORGIA
CITY OF MONROE
LL 30/31 ~ DIST 3RD



9/13/18

SHEET 1

**NOTICE TO THE PUBLIC
CITY OF MONROE**

**A petition has been filed with the
City of Monroe requesting the
property at 215 Breedlove Drive to
be rezoned from B3, M1 & R1 to B3
A public hearing will be held before
the Monroe Planning and Zoning
Commission at City Hall Auditorium at
215 N. Broad Street on October 16, 2018
at 5:30 P.M. All those having an
interest should be present to voice
their interest.**

**A petition has been filed with the
City of Monroe requesting the
property at 215 Breedlove Drive to
be rezoned from B3, M1 & R1 to B3
A public hearing will be held before
The Mayor and City Council
at the City Hall Auditorium at
215 N. Broad Street on November 13, 2018
at 6:00 P.M. All those having an
interest should be present to voice
their interest.**

**PLEASE RUN ON THE
FOLLOWING DATE:**

September 30, 2018



To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 10-30-18

Description: Rezone request for 1600 E. Church St. from PCD to PRD
 FKA: Brookland Commons / Currently known as Charleston Manor.
 The developer desires to reconfigure the Commercial office space infrastructure to accommodate single family home development in the same manner as the original single family parameters from the original design. They also wish to include an amenities package with green space, a clubhouse, swimming pool, tennis courts, half-court basketball, a pickle ball court and a playground. This area will also house the Cluster box unit for mail for the entire project. Example elevations are included with the request.

Budget Account/Project Name: NA

Funding Source: 2018 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation: Approval

Background: This property is a long standing defunct planned development with infrastructure in place. This property was originally rezoned to a planned commercial district but would have more readily conformed to planned residential. In order to encourage the buildout of this property the owners are requesting a rezone to allow for reconfiguration of the area which was previously designed for a combination of retail/ office and single family attached townhomes.

Attachment(s): See remainder of this file below.

October 23, 2018

Petition Number: 18-00479
Applicant: KFB Enterprises
Location: 1600 East Church Street
Proposed Zoning: PRD
Existing Zoning: PCD
Acreage: Total acreage 43.42 AC
Proposed Use: Residential

CODE ENFORCEMENT STAFF RECOMMENDATION

☒ Approve
☐ Deny
☐ Approve with recommended conditions

- (a) The applicant, KFB Enterprises, Inc. request a rezone for property located at 1600 East Church Street. The project has approximately 794.6 ft of road frontage on East Church Street. The property consists of 43.42 ac. The recommendation of the Code Department is for Approval.
- (b) The Property is presently zoned PCD
- (c) The requested zoning classification is PRD
- (d) The requested zoning will permit a use that is suitable in view of the use and development of adjacent and nearby property.
- (e) The change of zoning will not adversely affect the existing and adjacent property.
- (f) The subject property does have restricted economic use as currently zoned.
- (g) The change of zoning will not cause an excessive or burdensome use of existing street, transportation facilities, utilities or schools.
- (h) The Future Land Use Plan indicates the property should be Residential.

Recommended conditions:

RE-ZONING REQUEST ALL TYPES



215 North Broad St
Monroe, GA 30655
CALLFORINSPECTIONS
770-207-4674 ... Phone
dadkinson@monroega.gov

111

PERMIT NUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
18-00479	10/19/2018	\$ 0.00	\$ 100.00	adkinson

N
A
M
E
+
A
D
D
R
E
S
S

LOCATION **1600 E Church St**
Monroe, GA 30655

USEZONE **PCD**

PN **M0024-154-000**

FLOODZONE **No**

SUBDIVISION

CONTRACTOR

K F B ENTERPRISES

LOT

BLOCK **0**

P O Box 122
Conyers GA 30012

UTILITIES...

Electric

Sewer

Gas

OWNER **K F B ENTERPRISES,**

P O Box 122
Conyers GA 30012

PROJECTID# **1600EChurchSt-18101**
9-1

EXPIRATIONDATE: **12/31/2018**

CHARACTERISTICS OF WORK

DESCRIPTION OF WORK

REQUEST FOR REZONE FROM PCD TO
PRD-P&Z MTG 11/20/18 @ 5:30
PM-COUNCIL MTG 12/11/18 @ 6:00 PM 215
N BROAD STREET

NATURE OF WORK

Other

CENSUS REPORT CODE

875 - * Re-Zoning Request

DIMENSIONS

#STORIES

SQUAREFOOTAGE

Sq. Ft.

#UNITS

SINGLE FAMILY ONLY

#BATHROOMS

#BEDROOMS

TOTAL ROOMS

NOTICE

This permit becomes null and void if work or construction authorized is not commenced within six (6) months, or if construction or work is suspended or abandoned for a period of six (6) months at any time after work is started.

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Contractor or Authorized Agent

Date

Approved By

Date

MANAGE YOUR PERMIT ONLINE

WEB ADDRESS

<http://BuildingDepartment.com/project>

PERMIT NUMBER

18-00479

PERMIT PIN

57186

REZONE APPLICATION FORM

PERMIT NUMBER _____

LOCATION 1600 East Church St. Monroe, GA 30655

COUNCIL DISTRICT: District 5 and 8

MAP NUMBER: M24 _____

PARCEL NUMBER: 154

PRESENT ZONING: PCD REQUESTED ZONING: PRD

ACREAGE 43.42 PROPOSED USE Single Family Residential

OWNER OF RECORD: KFB Enterprises, Inc.

ADDRESS: P.O. Box 122 Conyers, GA 30012

PHONE NUMBER 770-922-5445

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

ANALYSIS:

1. A description of all existing uses and zoning of nearby property:

The 43.42-acre subject property is located on the south side of Church Street (Georgia Highway 83). It is bordered on the west by the Carver Middle School campus and an undeveloped tract owned by Jack Sockwell III. It is bound on the south by Grubby Creek and on the east by the future home of Browns Hill Baptist Church. The subject property slopes gently to the south and is covered with a mix of pine and hardwood secondary growth.

The parcel is currently zoned PCD and lies within the city limits of Monroe.

Surrounding uses and zones are as follows:

North: R-1 and A-1 (County); Residential uses and Walker Baptist Church nearby
 East: A-1 (County), Carver Middle School A-1
 South: R-1 and A-1 (County), Undeveloped/ Housing
 West: R-1; Future home of American Red Cross and Browns Hill Baptist Church

2. Description of the extent to which the property value of the subject property is diminished by the existing zoning district classification

As it stands today, there is a very limited market for the commercial portion of the Planned Commercial Development. As a PCD, the commercial and residential are tied together in construction. Unfortunately, without rezoning the commercial to residential, it is highly unlikely this property would be developed due to the low demand for commercial at this property.

3. The existing value of the property contained in the petition for rezoning under the existing zoning classification:

It's our estimate, that with it's currently zoning, the value of the PCD would be \$3,200,000.

4. The value of the property contained in the application for rezoning under the proposed zoning Classification:

It's our estimate, that with the proposed zoning, the value of the PRD would be closer to \$4,300,000.

5. A description of the suitability of the subject property under the existing zoning classification:

The intent and overall design of the original PCD zoning was exciting. However, the timing of the original development, as well as the market conditions since that time have informed us that while the residential demand is rapidly expanding now, the commercial market is not for this location. With the PCD zoning requirements of concurrent construction, the building and carrying costs for commercial property with no foreseeable income are high hurdles to overcome for any builder and developer. As such, we believe that while the property is suitable for the existing zoning, the community and this property would be better served if this were re-zoned as a PRD.

6. A description of the suitability of the subject property under the proposed zoning classification of the property:

As a PRD, the only changes to the actual property would take place within two areas:

1. What is currently zoned as commercial, and
2. The townhouses just to the south of the commercial area

As such, everything south of the large open green space proposed in the property will remain the same.

Some changes will be required to the property if the rezoning request is approved.

The commercial site would be re-developed into two portions; an amenity package for the residents as well as converting the northeastern most portion of the property into single family houses. Due to the layout, the PRD would be the highest and best use as it allows construction of new homes that provide a great community while meeting all zoning and architectural requirements as put forth by the city.

7. A description of any existing use of property including a description of all structures presently occupying the property:

Currently, the property is unused, but does have roads, as well as water and sewer inlaid.

8. The length of time the property has been vacant or unused as currently zoned:

The property has sat vacant since it was foreclosed on in January of 2006.

9. A detailed description of all efforts taken by the property owner(s) to use the property or sell the property under the existing zoning classification:

The property has been marketed for sale through various brokers with limited interest up until the past year and a half. During that time, we have received various inquiries, but none that were at market.

As recent as 3 months ago, we reached a deal with LGI, a national home builder expanding into this market. The property is currently under contract with LGI, pending certain conditions – including the successful re-zoning of this property to PRD from PCD.

LEGAL DESCRIPTION OF PROPERTY

ALL THAT TRACT OR PARCEL OF LAND LYING AND BEING IN LAND LOTS 102, 103 & 107 OF THE 3RD DISTRICT OF WALTON COUNTY, GEORGIA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEING AT THE CENTERLINE OF YOUNG STREET AND THE SOUTHERN RIGHT-OF-WAY LINE OF GOOD HOPE ROAD (HAVING AN 80' RIGHT-OF-WAY), AKA CHURCH STREET, RUN THENCE (ALONG SAID SOUTHERN RIGHT-OF-WAY) NORTH 77 DEGREES 04 MINUTES 21 SECONDS EAST A DISTANCE OF 735.78 FEET TO A 5/8" REBAR AND THE TRUE POINT OF BEGINNING.

RUN THENCE (ALONG SAID SOUTHERN RIGHT-OF-WAY) NORTH 73 DEGREES 09 MINUTES 28 SECONDS EAST A DISTANCE OF 51.65 FEET TO A POINT ON SAID SOUTHERN RIGHT-OF-WAY; RUN THENCE (ALONG SAID SOUTHERN RIGHT-OF-WAY) NORTH 71 DEGREES 51 MINUTES 17 SECONDS EAST A DISTANCE OF 207.41 FEET TO A POINT ON SAID SOUTHERN RIGHT-OF-WAY; RUN THENCE (ALONG SAID SOUTHERN RIGHT-OF-WAY) NORTH 71 DEGREES 23 MINUTES 27 SECONDS EAST A DISTANCE OF 210.84 FEET TO A POINT ON SAID SOUTHERN RIGHT-OF-WAY; RUN THENCE (ALONG SAID SOUTHERN RIGHT-OF-WAY) NORTH 71 DEGREES 06 MINUTES 56 SECONDS EAST A DISTANCE OF 107.09 FEET TO A POINT ON SAID RIGHT-OF-WAY; RUN THENCE (ALONG SAID SOUTHERN RIGHT-OF-WAY) NORTH 70 DEGREES 39 MINUTES 16 SECONDS EAST A DISTANCE OF 224.18 FEET TO A 1/2" REBAR ON THE SOUTHERN RIGHT-OF-WAY; RUN THENCE (LEAVING SAID RIGHT-OF-WAY) SOUTH 18 DEGREES 21 MINUTES 23 SECONDS EAST A DISTANCE OF 349.73 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 21 MINUTES 50 SECONDS EAST A DISTANCE OF 86.21 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 23 MINUTES 15 SECONDS EAST A DISTANCE OF 94.11 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 22 MINUTES 01 SECONDS A DISTANCE OF 113.92 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 25 MINUTES 39 SECONDS EAST A DISTANCE OF 50.20 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 17 MINUTES 47 SECONDS EAST A DISTANCE OF 99.87 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 20 MINUTES 20 SECONDS EAST A DISTANCE OF 50.12 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 27 MINUTES 23 SECONDS EAST A DISTANCE OF 49.88 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 17 MINUTES 22 SECONDS EAST A DISTANCE OF 49.95 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 30 MINUTES 49 SECONDS EAST A DISTANCE OF 50.14 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 11 MINUTES 06 SECONDS EAST A DISTANCE OF 49.88 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 25 MINUTES 13 SECONDS EAST A DISTANCE OF 49.98 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 14 MINUTES 26 SECONDS EAST A DISTANCE OF 50.13 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 17 DEGREES 43 MINUTES 01 SECONDS EAST A DISTANCE OF 6.65 FEET TO A 1/2" REBAR; RUN THENCE 18 DEGREES 29 MINUTES 44 SECONDS EAST A DISTANCE OF 48.32 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 21 MINUTES 13 SECONDS EAST A DISTANCE OF 54.99 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 23 MINUTES 00 SECONDS A DISTANCE OF 49.88 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 04 MINUTES 55 SECONDS EAST A DISTANCE OF 33.81 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 25 MINUTES 52 SECONDS EAST A DISTANCE OF 90.38 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 22 MINUTES 18 SECONDS EAST A DISTANCE OF 118.08 FEET TO A 1/2" REBAR; RUN THENCE SOUTH 18 DEGREES 15 MINUTES 30 SECONDS EAST A DISTANCE OF 68.69 FEET TO A 3/4" REBAR; RUN THENCE SOUTH 18 DEGREES 19 MINUTES 56 SECONDS EAST A DISTANCE OF 104.53 FEET A DISTANCE OF 104.53 FEET TO AN AXEL; RUN THENCE SOUTH 18 DEGREES 19 MINUTES 56 SECONDS EAST A DISTANCE OF 140.27 FEET TO A POINT ON THE CENTERLINE OF GRUBBY CREEK, THE CENTER LINE OF SAID CREEK IS THE PROPERTY LINE; RUN THENCE THE FOLLOWING DISTANCES AND COURSES ALONG SAID CREEK:

SOUTH 79 DEGREES 11 MINUTES 13 SECONDS WEST A DISTANCE OF 15.61 FEET;
SOUTH 80 DEGREES 55 MINUTES 53 SECONDS WEST A DISTANCE OF 61.66 FEET;
NORTH 54 DEGREES 07 MINUTES 58 SECONDS WEST A DISTANCE OF 67.42 FEET;
NORTH 65 DEGREES 59 MINUTES 31 SECONDS WEST A DISTANCE OF 38.60 FEET;
NORTH 80 DEGREES 51 MINUTES 48 SECONDS WEST A DISTANCE OF 42.83 FEET;
NORTH 86 DEGREES 38 MINUTES 30 SECONDS WEST A DISTANCE OF 38.40 FEET;
SOUTH 48 DEGREES 55 MINUTES 37 SECONDS WEST A DISTANCE OF 47.62 FEET;
NORTH 43 DEGREES 15 MINUTES 19 SECONDS WEST A DISTANCE OF 52.33 FEET;
SOUTH 85 DEGREES 50 MINUTES 44 SECONDS WEST A DISTANCE OF 41.57 FEET;
NORTH 43 DEGREES 12 MINUTES 00 SECONDS WEST A DISTANCE OF 31.33 FEET;
SOUTH 84 DEGREES 40 MINUTES 42 SECONDS WEST A DISTANCE OF 80.97 FEET;
SOUTH 68 DEGREES 01 MINUTES 56 SECONDS WEST A DISTANCE OF 44.77 FEET;
SOUTH 53 DEGREES 59 MINUTES 04 SECONDS WEST A DISTANCE OF 57.63 FEET;
NORTH 68 DEGREES 20 MINUTES 05 SECONDS WEST A DISTANCE OF 49.32 FEET;
SOUTH 82 DEGREES 09 MINUTES 37 SECONDS WEST A DISTANCE OF 53.64 FEET;
SOUTH 63 DEGREES 03 MINUTES 28 SECONDS WEST A DISTANCE OF 52.05 FEET;
SOUTH 23 DEGREES 15 MINUTES 37 SECONDS EAST A DISTANCE OF 63.58 FEET;
SOUTH 77 DEGREES 04 MINUTES 59 SECONDS WEST A DISTANCE OF 88.82 FEET;
NORTH 86 DEGREES 42 MINUTES 52 SECONDS WEST A DISTANCE OF 29.85 FEET;
SOUTH 73 DEGREES 15 MINUTES 31 SECONDS WEST A DISTANCE OF 60.75 FEET;
SOUTH 44 DEGREES 13 MINUTES 29 SECONDS WEST A DISTANCE OF 28.31 FEET;
SOUTH 30 DEGREES 54 MINUTES 22 SECONDS EAST A DISTANCE OF 49.61 FEET;
SOUTH 43 DEGREES 26 MINUTES 20 SECONDS WEST A DISTANCE OF 38.32 FEET;
SOUTH 18 DEGREES 29 MINUTES 43 SECONDS WEST A DISTANCE OF 27.48 FEET;
SOUTH 05 DEGREES 07 MINUTES 26 SECONDS WEST A DISTANCE OF 56.00 FEET;
SOUTH 49 DEGREES 34 MINUTES 54 SECONDS WEST A DISTANCE OF 81.81 FEET;

SOUTH 88 DEGREES 38 MINUTES 36 SECONDS WEST A DISTANCE OF 45.10 FEET;

SOUTH 32 DEGREES 03 MINUTES 08 SECONDS WEST A DISTANCE OF 45.03 FEET;

SOUTH 47 DEGREES 41 MINUTES 16 SECONDS WEST A DISTANCE OF 65.20 FEET;

TO A POINT; RUN THENCE NORTH 30 DEGREES 25 MINUTES 02 SECONDS WEST A DISTANCE OF 642.75 FEET TO A POINT; RUN THENCE NORTH 60 DEGREES 13 MINUTES 33 SECONDS EAST A DISTANCE OF 142.75 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 13 MINUTES 51 SECONDS WEST A DISTANCE 30.05 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 16 MINUTES 53 SECONDS WEST A DISTANCE OF 63.19 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 16 MINUTES 22 SECONDS WEST A DISTANCE OF 69.20 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 11 MINUTES 42 SECONDS WEST A DISTANCE OF 71.61 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 21 MINUTES 13 SECONDS WEST A DISTANCE OF 69.90 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 16 MINUTES 49 SECONDS WEST A DISTANCE OF 64.24 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 14 MINUTES 52 SECONDS WEST A DISTANCE OF 64.35 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 19 MINUTES 50 SECONDS WEST A DISTANCE OF 65.33 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 17 MINUTES 23 SECONDS WEST A DISTANCE OF 42.82 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 18 MINUTES 22 SECONDS WEST A DISTANCE OF 116.97 FEET TO A POINT; RUN THENCE NORTH 28 DEGREES 12 MINUTES 49 SECONDS WEST A DISTANCE OF 66.15 FEET TO A ½" REBAR; RUN THENCE NORTH 52 DEGREES 39 MINUTES 45 SECONDS EAST A DISTANCE OF 115.25 FEET TO A ½" REBAR; RUN THENCE NORTH 52 DEGREES 36 MINUTES 24 SECONDS EAST A DISTANCE OF 122.01 FEET TO A ½" REBAR; RUN THENCE NORTH 51 DEGREES 24 MINUTES 39 SECONDS EAST A DISTANCE OF 17.55 FEET TO A ½" REBAR; RUN THENCE NORTH 78 DEGREES 22 MINUTES 15 SECONDS EAST A DISTANCE OF 65.88 FEET TO A ½" REBAR; RUN THENCE NORTH 78 DEGREES 25 MINUTES 32 SECONDS EAST A DISTANCE OF 50.10 FEET TO A ½" REBAR; RUN THENCE NORTH 78 DEGREES 32 MINUTES 48 SECONDS EAST A DISTANCE OF 50.07 FEET TO A ½" REBAR; RUN THENCE NORTH 78 DEGREES 03 MINUTES 10 SECONDS EAST A DISTANCE OF 35.61 FEET TO A ½" REBAR; RUN THENCE NORTH 03 DEGREES 12 MINUTES 16 SECONDS WEST A DISTANCE OF 109.29 FEET TO A ½" REBAR; RUN THENCE NORTH 17 DEGREES 28 MINUTES 21 SECONDS WEST A DISTANCE OF 9.96 FEET TO A ½" REBAR; RUN THENCE NORTH 18 DEGREES 14 MINUTES 08 SECONDS WEST A DISTANCE OF 110.06 FEET TO A ½" REBAR; RUN THENCE NORTH 18 DEGREES 15 MINUTES 29 SECONDS WEST A DISTANCE OF 39.02 FEET TO A ½" REBAR; RUN THENCE NORTH 18 DEGREES 26 MINUTES 48 SECONDS WEST A DISTANCE OF 11.00 FEET TO A ½" REBAR; RUN THENCE NORTH 18 DEGREES 21 MINUTES 55 SECONDS WEST A DISTANCE OF 26.31 FEET TO A ½" REBAR; RUN THENCE NORTH 25 DEGREES 44 MINUTES 17 SECONDS WEST A DISTANCE OF 23.85 FEET TO A ½" REBAR; RUN THENCE NORTH 25 DEGREES 57 MINUTES 04 SECONDS WEST A DISTANCE OF 50.48 FEET TO A ½" REBAR; RUN THENCE NORTH 26 DEGREES 06 MINUTES 10 SECONDS WEST A DISTANCE OF 88.64 FEET TO A 5/8" REBAR AND THE TRUE POINT OF BEGINNING.

THAT TRACT BEING 43.418 ACRES AS SHOWN ON A PLAT OF SURVEY PREPARED BY ALCOVY SURVEYING AND ENGINEERING, INC., RONALD CALVIN SMITH REGISTERED LAND SURVEYOR LICENSE NO. 2921, DATED JULY 28, 2017, FOR KFB ENTERPRISES.

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

Owner of property: KFB Enterprises, Inc.

Address: 1003 Institute St. Conyers, GA 30012

Phone Number: 770-922-5445

Attorney/Agent Walter F. Barksdale

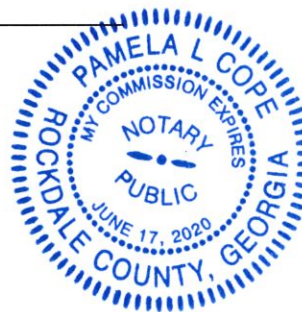
Address P.O. Box 122, CONYERS GA 30012

Phone Number 404 310 6933 / 770 483 1407

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

Pamela L Cope (Notary Public) 10.19.18 (Date)

My Commission Expires June 17, 2020



Rezoning Application
Page Four (4)

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

X Sanitary Sewer

_____ Septic Tank

The following information must be included in the application material requesting an annexation or zoning change from PCD to PRD located at 1600 East Church St., Monroe GA 30655, containing 43.42 acre(s), property owner being KFB Enterprises, Inc. filed on October 19, 2018.

CHECK LIST - APPLICATION MATERIAL

- x Application Fee (\$100.00 Application Fee Single Family Rezoning)
(\$300.00 Application Fee Multi Family Rezoning)
(\$200.00 Application Fee Commercial Rezoning)
(Application fee For Annexation is the same as a Rezone)
- x The completed application form (one original with original signatures)
- x Special Conditions made part of the rezoning/annexation request
- x Legal Description
- x Survey plat of property showing bearings and distances and:
 - x abutting property owners
 - x the zoning of abutting property
 - x the current zoning of the subject property
- x Development Plan (two full size 24 x 36 digital pdf – not cad, and one 11x17)
- x Site plan of the property at an appropriate scale the
 - proposed use
 - x internal circulation and parking (proposed number of parking spaces)
 - x landscaping minimum square footage of landscaped area
 - x grading
 - x lighting
 - x drainage (storm water retention structures)
 - x amenities (location of amenities)
 - x buildings (maximum gross square footage and height of structures)
 - x buffers
 - _____ Additional information that may be required by the Code Enforcement Officer:

x Monroe Utilities Network Availability Letter

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

Rezoning Application

Page five (5)

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

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

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

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

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

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

Rezoning Application

Page six (6)

COMMENTS:

Thank you for taking the time to review our request for re-zoning. We believe that this course of action will be beneficial for the city of Monroe as it creates another desirable community within the city limits for future residents.

Disclosure of Campaign Contributions and/or gifts:

Each applicant has the duty of filing a disclosure report with the City if a contribution or gift totaling two hundred and fifty dollars (\$250.00) or more has been given to an official of the City of Monroe within the last two (2) years. The filing shall be within ten (10) days after the application is made, and in the case of a supporter or opponent, filing shall be at least five (5) days before the first public hearing.

I hereby withdraw the above application: Signature: _____ Date: _____

Revised 11/27/17

Charleston Manor

A Master Planned Residential Development

General Description

The rezoning request for the subdivision f/k/a Brookside Commons, parcel number M0240154 will include rezoning the Planned Commercial Development to a Planned Residential Development, whereby the commercial land abutting Church Street, will be rezoned to accommodate single family detached homes as well as the amenities for the subdivision. Additionally, the attached homes (townhomes) would be rezoned for single family detached homes as well. Both the commercial and former townhouse areas would be built under the same guidelines as required in the existing single family detached zoning portion of the existing Planned Commercial Development.

The 43.418-acre subject property is located on the south side of Church Street Georgia Highway 83). It is bordered on the west by the Carver Middle School campus and an undeveloped tract owned by Jack Sockwell, III. It is bound on the south by Grubby Creek and on the east by the future home of Browns Hill Baptist Church. The subject property slopes gently to the south and is covered with a mix of pine and hardwood secondary growth.

Existing Zoning and Surroundings

The parcel is currently zoned PCD and lies within the city limits of Monroe.

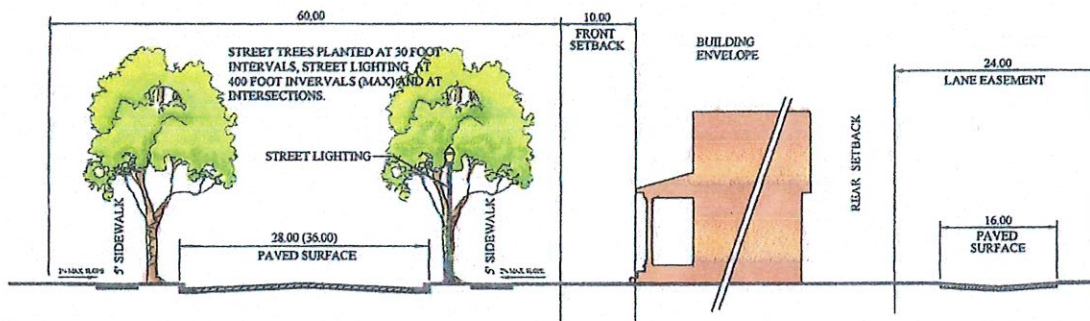
Surrounding uses and zones are as follows:

North:	R-1 and A-1 (County); Residential uses and Walker Baptist Church nearby
East:	A-1 (County), Carver Middle School A-1
South:	R-1 and A-1 (County), Undeveloped/ Housing
West:	R-1; Future home of American Red Cross and Browns Hill Baptist Church

Proposed Zoning and Use

The petitioner proposes to develop this parcel under the PRD (Planned Residential Development) zoning classification. The plan consists of a traditional neighborhood development with two entrances into the development from Church Street. Amenities will be located at the northern most portion of the development abutting Church Street. A green space is proposed between the amenities and the houses south of the amenities.

Residential buildings consist of single-family detached homes (see plan for locations). The minimum livable area of each home will be in accordance with Article VII of the City of Monroe Zoning Ordinance. The style of all structures will be similar to the local southern vernacular architecture. Building materials will consist of brick, stone, stucco, wooden or (Hardi-Plank) siding, and trim. An exterior color palette for all buildings will be included in the development documents and covenants to ensure a cohesive and pleasing color scheme.



STREET CROSS SECTION (60' R/W)

NOT TO SCALE

Streets within the development have been designed for the pedestrian as well as for the automobile. All streets include a 5-foot-wide concrete sidewalk on both sides of the street.

Street trees are proposed to be planted at 30-foot intervals and will be planted between the curb and the sidewalk. The variety of the trees will be chosen at the construction plan stage of the development, but only shade trees suitable for this use will be specified.

Garages and parking areas for many homes will be accessed by a 16-foot wide paved service lane located behind the homes. The configuration prevents numerous driveway curb-cuts and front entry garages.

Open Space and Buffers

A village green and park are located in the central portion of the development behind and adjacent to the amenities. Surrounded by houses overlooking the village green, this park will serve as the centerpiece and unifying element of the development. Uses permitted within the park include passive recreation areas with paved walking paths and benches.

Community open space located along Grubby Creek will be accessed from two points from the street running parallel to the creek. A nature trail is proposed to run along the creek. No vehicular traffic will be permitted in this area. Total open space consists of 12.026 acres or 28% of the tract.

Water Use

Water service will be provided by the City of Monroe.

Sewage Disposal

Sewage disposal will be provided by the City of Monroe.

Storm Water Detention

Stormwater runoff will travel as sheet flow until it is collected in natural and improved swales and/or drainage structures and directed to the flood plain along Grubby Creek.

Trash Disposal

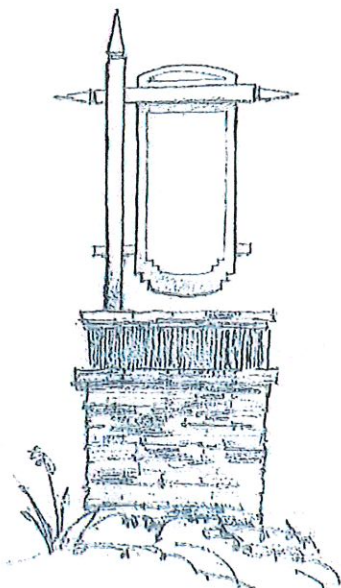
Trash receptacles will be provided in the amenity area of the development. These receptacles will be screened from view by a combination of masonry and wooden walls as well as landscape screening.

Development Standards

All development shall be in accordance with City of Monroe standards unless specifically addressed on the plan and this narrative. Protective covenants governing construction standards and maintenance will be recorded at a later date.

Signs

Two project identity signs are proposed at the entry points into the project. The signs, including the structure on which it is mounted will be no taller than 12 feet with a surface area of no more than 36 sq. ft. and will be in accordance with Article XII of the City of Monroe Zoning Ordinance.



Project Data, Notes and Development Standards

Total Land Area 43.418 Acres

Land Designated as Public or Community Use

Common Areas	8.390 Acres, (19.3%)
Amenity Area	2.408 Acres, (4.7%)
Village Green	1.228 Acres, (2.8%)
Street Rights-of-Way	7.701 Acres, (17.7%)
Total:	19.727 Acres, (45.4%)

Note: There is a total of 0.783 acres of proposed public property to be encumbered by proposed utility easements.

Total Single Family Detached Lots: 122

Parking Provisions

Each Single-family residence will have a minimum of 2 off-street parking spaces. In addition, residential streets will provide parallel parking on one side.

Amenity Parking, proposed: 55 Spaces

Development Standards for Single Family Lots

Number of Single Family Detached Lots:	122
Front Entry Lots -	20
Rear Entry Lots -	102
Maximum Lot Coverage:	65%
Frontage (excluding inside curve lots):	50 feet
Setback:	
Front -	10 feet
Side -	4 feet
Rear, typical -	12 feet
Rear, Lots that back up the property perimeter -	24 feet
Minimum Heated Area (square feet):	1,600
Maximum Height:	30 feet
Lot Size Minimum (square feet):	4,500
Minimum Landscaping per lot (sq. ft.)	2,000

Lot Distribution, Blocks

Block A:	22
Note: Prior Townhome Lots A1-A7 are now Lots A1-A4	
Block B:	14
Block C:	29
Note: Prior Townhome Lots C21-C26 are now Lots C21-C23	
Block D:	23
Block E:	28
Note: Prior Townhome Lots E1-E11 are now Lots E1-E6	
Block H (Prior Commercial Lot H1):	6
TOTAL:	122



Date: October 18, 2018

In Re: Utilities

To Whom It May Concern:

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

The utilities checked below are available at 1600 E Church Street, in the City of Monroe, Georgia.

- ☒ ELECTRICITY
- ☒ NATURAL GAS
- ☒ WATER
- ☒ WASTEWATER
- ☒ TELECOMMUNICATION

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

Vashon T. Hill

City of Monroe

**NOTICE TO THE PUBLIC
CITY OF MONROE**

**A petition has been filed with the
City of Monroe requesting the
property at 1600 East Church Street,
to be rezoned from PCD to PRD
A public hearing will be held before
the Monroe Planning and Zoning
Commission at City Hall at 215 N. Broad
Street on November 20, 2018
at 5:30 P.M. All those having an
interest should be present to voice
their interest.**

**A petition has been filed with the
City of Monroe requesting the
property at 1600 East Church Street
to be rezoned from PCD to PRD
A public hearing will be held before
The Mayor and City Council
at the City Hall at 215 N. Broad Street
on December 11, 2018
at 6:00 P.M. All those having an
interest should be present to voice
their interest.**

**PLEASE RUN ON THE
FOLLOWING DATE:**

November 4, 2018



POINT OF BEGINNING (POB):
TO THE INTERSECTION OF THE
SOUTHERN CHURCH STREET
R/W & THE CENTERLINE OF
YOUNG STREET

SCALE: N.T.S.

BOUNDARY LINE CHART #1

(CREEK CALLS POINT "A" TO "B")

Bearing	Distance
S 79° 11' 13" W	15.61'
S 80° 55' 53" W	61.66'
N 54° 07' 58" W	67.42'
N 65° 59' 31" W	38.60'
N 80° 51' 48" W	47.83'
N 86° 38' 30" W	38.40'
S 48° 55' 37" W	47.62'
N 43° 15' 19" W	52.33'
S 85° 50' 44" W	41.57'
N 43° 12' 00" W	31.33'
S 64° 40' 42" W	60.97'
S 68° 01' 56" W	44.77'
S 53° 59' 04" W	57.63'
N 68° 20' 05" W	49.32'
S 82° 09' 37" W	53.64'
S 63° 03' 28" W	52.05'
S 23° 15' 37" E	63.58'
S 77° 04' 59" W	88.82'
N 86° 42' 52" W	29.85'
S 73° 15' 31" W	60.75'
S 44° 13' 29" W	28.31'
S 30° 54' 22" E	49.61'
S 43° 26' 20" W	38.32'
S 18° 29' 43" W	27.48'
S 05° 07' 26" W	56.00'
S 49° 34' 54" W	81.81'
S 88° 38' 36" W	45.10'
S 32° 03' 08" W	45.03'
S 47° 41' 16" W	65.20'

BOUNDARY LINE CHART #2

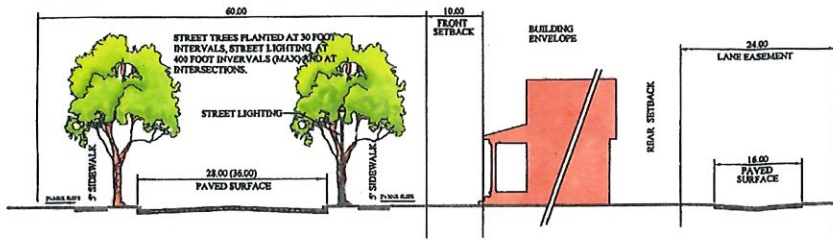
Line	Bearing	Distance
BL1	S 18° 21' 50" E	86.21'
BL2	S 18° 23' 15" E	94.11'
BL3	S 18° 25' 39" E	50.20'
BL4	S 18° 17' 47" E	99.87'
BL5	S 18° 20' 20" E	50.12'
BL6	S 18° 27' 23" E	49.88'
BL7	S 18° 17' 22" E	49.95'
BL8	S 18° 30' 49" E	50.14'
BL9	S 18° 11' 06" E	49.88'
BL10	S 18° 25' 13" E	49.98'
BL11	S 18° 14' 26" E	50.13'
BL12	S 17° 43' 01" E	6.65'
BL13	S 18° 29' 44" E	48.32'
BL14	S 18° 21' 13" E	54.99'
BL15	S 18° 23' 00" E	49.88'
BL16	S 18° 04' 55" E	33.81'
BL17	S 18° 25' 52" E	90.38'
BL18	S 18° 15' 30" E	68.69'
BL19	S 18° 19' 56" E	104.53'
BL20	N 60° 13' 33" E	142.75'
BL21	N 28° 13' 51" W	35.05'
BL22	N 28° 16' 53" W	63.19'
BL23	N 28° 16' 22" W	69.20'
BL24	N 28° 11' 42" W	71.61'
BL25	N 28° 21' 13" W	69.90'
BL26	N 28° 16' 49" W	64.24'
BL27	N 28° 14' 52" W	64.35'
BL28	N 28° 19' 50" W	65.33'
BL29	N 28° 17' 23" W	42.02'
BL30	N 28° 12' 49" W	66.15'
BL31	N 52° 39' 45" W	115.25'
BL32	N 51° 24' 39" E	17.55'
BL33	N 78° 22' 15" E	65.88'
BL34	N 78° 25' 32" E	50.10'
BL35	N 78° 32' 48" E	50.07'
BL36	N 78° 03' 10" E	35.61'
BL37	N 03° 12' 16" W	109.29'
BL38	N 17° 28' 21" W	9.96'
BL39	N 10° 14' 08" W	110.06'
BL40	N 10° 15' 29" W	39.02'
BL41	N 18° 26' 48" W	11.00'
BL42	N 18° 21' 55" W	26.31'
BL43	N 25° 44' 17" W	23.85'
BL44	N 25° 57' 04" W	50.48'
BL45	N 26° 06' 10" W	88.64'
BL46	N 73° 09' 28" E	51.65'
BL47	N 71° 06' 56" E	107.09'

BROWN'S HILL BAPTIST CHURCH
1520 E. CHURCH STREET
TAX PARCEL M0240153400
DB 945, PG. 52
ZONED R1

BROWN'S HILL BAPTIST CHURCH
1520 E. CHURCH STREET
TAX PARCEL M0240153400
DB 945, PG. 52
ZONED P

JAMES ALBERT BROWN, JR.
LORETTA B. BROWN
TAX PARCEL C1320002
DB 3859, PG. 410
PG. 111, PG. 67
ZONED R1

JAMES ALBERT BROWN, JR.
LORETTA B. BROWN
TAX PARCEL C1320001
DB 3858, PG. 105
PG. 111, PG. 67
ZONED A1



STREET CROSS SECTION (60' R/W)

NOT TO SCALE

AUTHORIZATION STATEMENT:

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

CERTIFICATE OF APPROVAL BY PLANNING COMMISSION:

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

DATED THIS _____ DAY OF _____, 20____
BY: _____, CHAIRMAN
BY: _____, SECRETARY

CERTIFICATE OF APPROVAL BY MAYOR AND COUNCIL:

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

DATED THIS _____ DAY OF _____, 20____
BY: _____, MAYOR
BY: _____, CITY CLERK

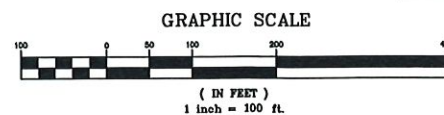
CERTIFICATE OF APPROVAL BY THE CODE ENFORCEMENT OFFICE:

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

CERTIFICATE OF APPROVAL BY MONROE WATER LIGHT AND GAS COMMISSION:

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

DATED THIS _____ DAY OF _____, 20____
BY: _____
TITLE: _____



CHARLESTON MANOR

LAND LOTS 102, 103 & 107 - 3RD LAND DISTRICT
CITY OF MONROE, WALTON COUNTY, GEORGIA

CONCEPTUAL MASTER PLAN

OWNER

KFB ENTERPRISES, INC.
P.O. BOX 122
CONYERS, GEORGIA 30012
(770)922-5445

24-HOUR CONTACT

LGI HOMES, LLC
695 MANSSELL ROAD, SUITE 220
ROSWELL, GEORGIA 30075
(770) 712-7314
CONTACT: SETH YURMAN

ENGINEER

ASHFORD ENGINEERS SOUTH, LLC
350 VIRGINIA HIGHLANDS
FAYETTEVILLE, GEORGIA 30215
(678) 817-6956
CONTACT: DANIEL R. GREENE, P.E.
GSWCC LEVEL II CERTIFICATION #0000015975

GENERAL NOTES:

EXISTING ZONING: PCD PLANNED COMMERCIAL DISTRICT

PROPOSED ZONING: PRD PLANNED RESIDENTIAL DISTRICT

BOUNDARY DATA:
PROPERTY CONTAINS 43.418 ACRES AND IS LOCATED IN LANDLOTS 102, 103, & 107 OF 3RD DISTRICT WITHIN CITY OF MONROE, WALTON COUNTY, GEORGIA. BOUNDARY AND RIGHT-OF-WAY INFORMATION OBTAINED FROM A BOUNDARY SURVEY PREPARED BY ALCOY SURVEYING AND ENGINEERING, INC. FOR KFB ENTERPRISES (DATED JULY 28, 2017).

TAX ID NUMBER: M0240154

PROPERTY ADDRESS: 1600 E CHURCH STREET

DEVELOPMENT STANDARDS:
FRONT SETBACK: TEN FEET (10') FROM PUBLIC R/W
SIDE SETBACK: SIX FEET (6')
REAR SETBACK: TWELVE FEET (12')
BOUNDARY SETBACK: TWENTY-FOUR FEET (24')
FRONTAGE (MINIMUM): FIFTY FEET (50')

MAXIMUM NUMBER OF RESIDENTIAL DWELLING UNITS: 122
FRONT ENTRY LOTS: 20
REAR ENTRY LOTS: 102
MINIMUM DWELLING SIZE, HEATED: 1,600 SQUARE FEET
MAXIMUM LOT COVERAGE: 65%
STRUCTURE HEIGHT, MAXIMUM: THIRTY FEET (30')
LOT SIZE, MINIMUM (SQUARE FEET): 4,500 SQUARE FEET

DENSITY:
122 UNITS / 43.418 ACRES = 2.81 UNITS / ACRE

LAND AREA: LAND DESIGNATED AS PUBLIC OR COMMUNITY USE
COMMON AREAS: 8,390 ACRES (19.3%)
AMENITY AREA: 2,408 ACRES (4.7%)
VILLAGE GREEN: 1,228 ACRES (2.8%)
STREET RIGHTS-OF-WAY: 7,701 ACRES (17.7%)
TOTAL OPEN SPACE: 12,626 ACRES (27.7%)
TOTAL PUBLIC/COMMUNITY AREAS: 19,727 ACRES (45.4%)

NOTE: THERE IS A TOTAL OF 0.783 ACRES OF PROPOSED PUBLIC PROPERTY TO BE ENCUMBERED BY PROPOSED UTILITY EASEMENTS.

PARKING PROVISIONS:
EACH SINGLE FAMILY RESIDENCE WILL BE REQUIRED TO PROVIDE A MINIMUM OF 2 OFF-STREET PARKING SPACES. IN ADDITION, RESIDENTIAL STREETS WILL PROVIDE PARALLEL PARKING ON ONE SIDE.

AMENITY PARKING, PROPOSED: 55 SPACES

ADDITIONAL PROPERTY CONDITIONS:

- A TEN FOOT (10') WIDE DRAINAGE EASEMENT IS CENTERED ON ALL INTERIOR PROPERTY LINES.
- A PORTION OF THIS PROPERTY LIES WITHIN A DESIGNATED FLOOD HAZARD AREA ACCORDING TO FEDERAL EMERGENCY MANAGEMENT AGENCY MAP PANEL NO. 13297C0145D, DATED 5/18/2009.
- ALL GREEN SPACE AND STORMWATER DETENTION FACILITIES ARE TO BE DEDICATED TO THE FUTURE HOMEOWNERS ASSOCIATION.
- ALL STORM DRAINS AND RELATED FACILITIES WITHIN THE RIGHTS-OF-WAY SHALL BE MAINTAINED BY THE CITY OF MONROE. ALL OTHERS SHALL BE MAINTAINED BY THE APPLICABLE PROPERTY OWNER WHOSE PROPERTY IS TRAVERSED BY THE STORM DRAINAGE SYSTEM.
- PUBLIC UTILITIES:**
WATER - CITY OF MONROE
SEWER - CITY OF MONROE
ELECTRIC & GAS - MONROE WATER, LIGHT & GAS
6. ALL PRD REQUIREMENTS WILL BE ADHERED TO AS PASSED, INCLUDING THE IMPENDING DEVELOPER'S AGREEMENT.
- THERE ARE NO KNOWN LANDFILLS ON THE SUBJECT PROPERTY.
- INTERNAL CIRCULATION - ALL STREETS INCLUDE A FIVE FOOT (5') CONCRETE SIDEWALK ON BOTH SIDES OF THE STREET.
- LANDSCAPING - STREET TREES ARE PROPOSED TO BE PLANTED AT THIRTY FOOT (30') INTERVALS BETWEEN THE CURB AND SIDEWALK ON BOTH SIDES OF THE STREETS. TWO (2) TWO INCH (2") CALIPER TREES WILL BE INSTALLED ON EACH LOT. FURTHERMORE, A MINIMUM OF TWO THOUSAND SQUARE FEET OF LANDSCAPING AND SOODED FRONT & SIDE YARDS (DISTURBED AREAS ONLY) WILL BE REQUIRED FOR EACH LOT.
- GRADING - THE SITE HAS BEEN PRE-GRADDED BY THE ORIGINAL DEVELOPER. INTERMEDIATE GRADING WILL BE PERFORMED TO ACCOMMODATE THE PROPOSED HOUSE FOUNDATIONS AND THE REQUIRED CRAWL SPACE LOOK.
- LIGHTING - STREET LIGHTS WILL BE REQUIRED WITHIN THIS SUBDIVISION.
- DRAINAGE - STORMWATER RUNOFF WILL TRAVEL AS SHEET FLOW UNTIL IT IS COLLECTED IN NATURAL AND IMPROVED SWALES AND/OR DRAINAGE STRUCTURES AND DIRECTED TO THE FLOOD PLAIN ALONG GRUBBY CREEK.
- AMENITIES - AN AMENITY AREA HAS BEEN PROPOSED AT THE FRONT OF THE SUBJECT PROPERTY, ADJACENT TO CHURCH STREET. THE AMENITY AREA WILL INCLUDE A POOL, CLUBHOUSE, TENNIS COURTS, BASKETBALL HALF COURT, A PICKLE BALL COURT AND PLAYGROUND. A VILLAGE GREEN AND PARK WILL BE LOCATED IN THE CENTRAL PORTION OF THE DEVELOPMENT, LOCATED BEHIND AND ADJACENT TO THE AMENITY AREA.
- BUILDINGS - THE STYLE OF ALL STRUCTURES WILL BE SIMILAR TO LOCAL SOUTHERN VERNACULAR ARCHITECTURE. BUILDING MATERIALS WILL CONSIST OF BRICK, STUCCO, WOODEN (HARD-PLANK) SIDING AND TRIM. EXTERIOR COLOR PALETTE FOR ALL BUILDINGS WILL BE INCLUDED IN THE COVENANTS TO ENSURE A COHESIVE AND PLEASANT COLOR SCHEME.

LOT DISTRIBUTION, BLOCKS	
BLOCK A:	22
NOTE: PRIOR TOWNHOME LOTS A1-A7 ARE NOW LOTS A1-A4	
BLOCK B:	14
NOTE: PRIOR TOWNHOME LOTS B1-B4 ARE NOW LOTS B1-B3	
BLOCK C:	29
NOTE: PRIOR TOWNHOME LOTS C1-C26 ARE NOW LOTS C21-C23	
BLOCK D:	23
NOTE: PRIOR TOWNHOME LOTS D1-D11 ARE NOW LOTS D1-D6	
BLOCK E:	28
NOTE: PRIOR TOWNHOME LOTS E1-E11 ARE NOW LOTS E1-E6	
BLOCK F (PRIOR COMMERCIAL LOT H1):	6
TOTAL LOTS:	122

LOCATED IN LANDLOTS 102, 103 & 107 - 3RD DISTRICT, CITY OF MONROE, WALTON COUNTY, GEORGIA

1 OF 3 SHEET

CONCEPTUAL MASTER PLAN

CHARLESTON MANOR

SUBDIVISION

SCALE: 1" = 100'
DATE: 10/19/18
JOB NO. 18-L7048

ACTIVITY	NAME
DESIGNED BY:	D. GREENE
DRAWN BY:	A. DIAZZARO
CHECKED BY:	D. GREENE
APPROVED BY:	D. GREENE
REGISTRATION NO. GA 27049	



ashford engineers south, llc.

350 Virginia Highlands
Fayetteville, Georgia 30215
Tel. (678) 817-6956 Fax. (678) 817-6777

civil engineers - land planning - development services

AREA CHART BLOCK "A"

LOT NO.	AREA
A1	9,814 SF
A2	11,758 SF
A3	14,519 SF
A4	13,796 SF
A5	12,930 SF
A6	7,044 SF
A7	6,938 SF
A8	6,980 SF
A9	6,964 SF
A10	6,950 SF
A11	6,955 SF
A12	6,922 SF
A13	6,909 SF
A14	6,923 SF
A15	7,572 SF
A16	7,570 SF
A17	6,864 SF
A18	6,732 SF
A19	6,958 SF
A20	8,456 SF
A21	9,867 SF
A22	8,651 SF

AREA CHART BLOCK "D"

LOT NO.	AREA
D1	8,549 SF
D2	8,048 SF
D3	8,056 SF
D4	7,331 SF
D5	7,627 SF
D6	7,883 SF
D7	8,041 SF
D8	12,268 SF
D9	7,683 SF
D10	7,718 SF
D11	7,662 SF
D12	8,592 SF
D13	8,461 SF
D14	7,216 SF
D15	7,244 SF
D16	6,930 SF
D17	6,375 SF
D18	8,289 SF
D19	6,411 SF
D20	6,393 SF
D21	6,363 SF
D22	6,438 SF
D23	5,416 SF

AREA CHART BLOCK "B"

LOT NO.	AREA
B1	8,124 SF
B2	6,358 SF
B3	5,998 SF
B4	5,994 SF
B5	6,217 SF
B6	5,763 SF
B7	5,775 SF
B8	5,782 SF
B9	5,790 SF
B10	5,760 SF
B11	5,136 SF
B12	6,733 SF
B13	10,604 SF
B14	8,053 SF

AREA CHART BLOCK "E"

LOT NO.	AREA
E1	9,957 SF
E2	7,922 SF
E3	7,216 SF
E4	7,177 SF
E5	7,177 SF
E6	7,999 SF
E7	13,728 SF
E8	10,163 SF
E9	9,566 SF
E10	8,781 SF
E11	7,999 SF
E12	7,234 SF
E13	6,634 SF
E14	6,187 SF
E15	8,184 SF
E16	7,979 SF
E17	7,243 SF
E18	7,123 SF
E19	7,751 SF
E20	8,290 SF
E21	10,695 SF
E22	7,310 SF
E23	7,261 SF
E24	7,375 SF
E25	8,041 SF
E26	8,319 SF
E27	12,614 SF
E28	15,375 SF

AREA CHART BLOCK "C"

LOT NO.	AREA
C1	12,273 SF
C2	6,981 SF
C3	10,021 SF
C4	12,642 SF
C5	12,246 SF
C6	12,099 SF
C7	11,356 SF
C8	11,158 SF
C9	10,211 SF
C10	10,595 SF
C11	11,753 SF
C12	13,207 SF
C13	17,419 SF
C14	10,137 SF
C15	7,716 SF
C16	6,678 SF
C17	8,397 SF
C18	8,289 SF
C19	6,889 SF
C20	8,072 SF
C21	8,479 SF
C22	10,955 SF
C23	9,944 SF
C24	7,750 SF
C25	6,441 SF
C26	6,444 SF
C27	6,454 SF
C28	6,752 SF
C29	8,840 SF

AREA CHART BLOCK "H"

LOT NO.	AREA
H1	8,076 SF
H2	8,110 SF
H3	8,126 SF
H4	8,146 SF
H5	10,947 SF
H6	10,467 SF

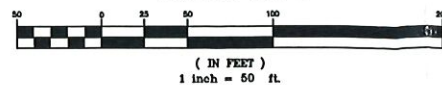
AS-BUILT SSMH TOPS

MH #	TOP ELEV
1	845.32
2	831.66
3	826.49
4	823.41
5	824.47
6	826.46
7	836.10
8	817.02
9	815.03
10	808.22
11	794.04
12	812.36
13	812.60
14	804.36
15	UNKNOWN
16	800.19
17	804.78
18	811.22
19	814.43
20	818.49
21	820.48
22	817.45
23	812.52
24	808.87

SHEET LEGEND:

--- DEVOTES A YARD SETBACK REQUIREMENT
REFER TO SHEET 1 FOR STANDARDS

GRAPHIC SCALE



NOTE:
TOPOGRAPHIC CONTOUR
INTERVAL: 1'

SETBACKS

FRONT SETBACK: 10' FROM R/W
SIDE SETBACK: 6'
REAR SETBACK (TYPICAL): 12'
REAR SETBACK (ADJACENT TO PERIMETER BOUNDARY): 24'

KEY MAP N.T.S.

© 2018 ASHFORD ENGINEERS SOUTH, LLC.

SHEET
2
OF
3

CONCEPTUAL MASTER PLAN SUBDIVISION

CHARLESTON MANOR SUBDIVISION

SCALE: 1" = 50'
DATE: 9/20/18
JOB NO. 18-L7048

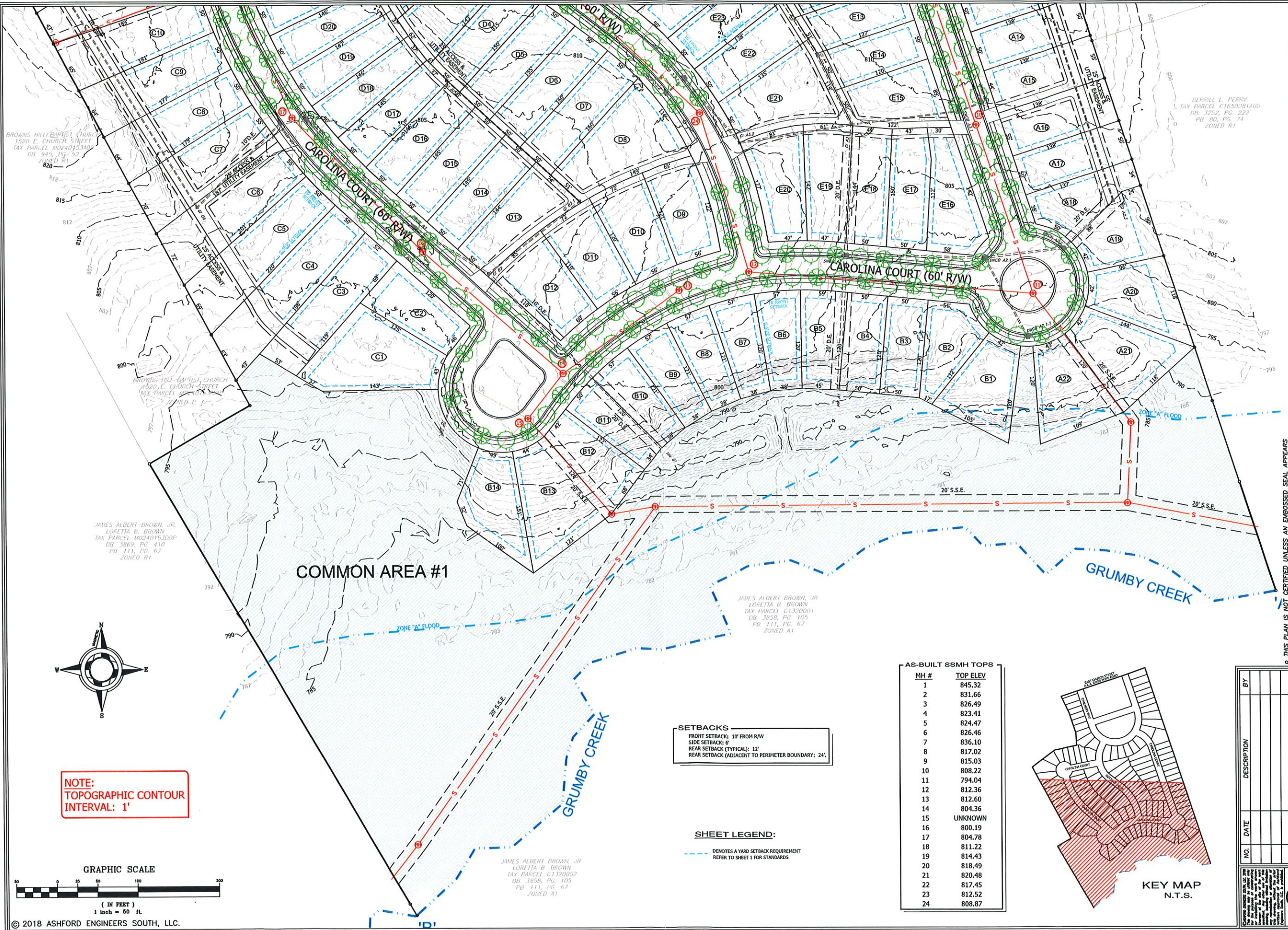
NAME	ACTIVITY
D. GREENE	DESIGNED BY:
A. DILAZZARO	DRAWN BY:
D. GREENE	CHECKED BY:
D. GREENE	APPROVED BY:



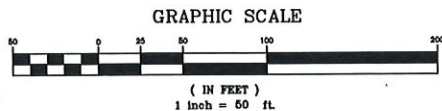
ashford engineers south, llc.
350 Virginia Highlands
Fayetteville, Georgia 30215
Tel. (678) 817-6956 Fax. (678) 817-6777
civil engineers - land planning - development services

THIS PLAN IS NOT CERTIFIED UNLESS AN EMBOSSED SEAL APPEARS
THIS PLAN IS NOT TO BE REPRODUCED WITHOUT THE ENGINEER'S PERMISSION

NO.	DATE	DESCRIPTION



NOTE:
TOPOGRAPHIC CONTOUR
INTERVAL: 1'



© 2018 ASHFORD ENGINEERS SOUTH, LLC.

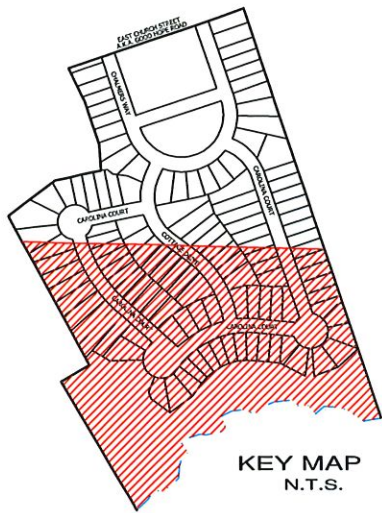
SETBACKS
FRONT SETBACK: 10' FROM R/W
SIDE SETBACK: 6'
REAR SETBACK (TYPICAL): 12'
REAR SETBACK (ADJACENT TO PERIMETER BOUNDARY): 24'

SHEET LEGEND:

--- DENOTES A YARD SETBACK REQUIREMENT
REFER TO SHEET 1 FOR STANDARDS

AS-BUILT SSMH TOPS

MH #	TOP ELEV
1	845.32
2	831.66
3	826.49
4	823.41
5	824.47
6	826.46
7	836.10
8	817.02
9	815.03
10	808.22
11	794.04
12	812.36
13	812.60
14	804.36
15	UNKNOWN
16	800.19
17	804.78
18	811.22
19	814.43
20	818.49
21	820.48
22	817.45
23	812.52
24	808.87



NO.	DATE	DESCRIPTION	BY

ashford engineers south, llc.
350 Virginia Highlands
Fayetteville, Georgia 30215
Tel. (678) 817-6956 Fax. (678) 817-6777
civil engineers - land planning - development services



ACTIVITY	NAME
DESIGNED BY:	D. GREENE
DRAWN BY:	A. DILAZZARO
CHECKED BY:	D. GREENE
APPROVED BY:	D. GREENE
REGISTRATION NO. GA	27049

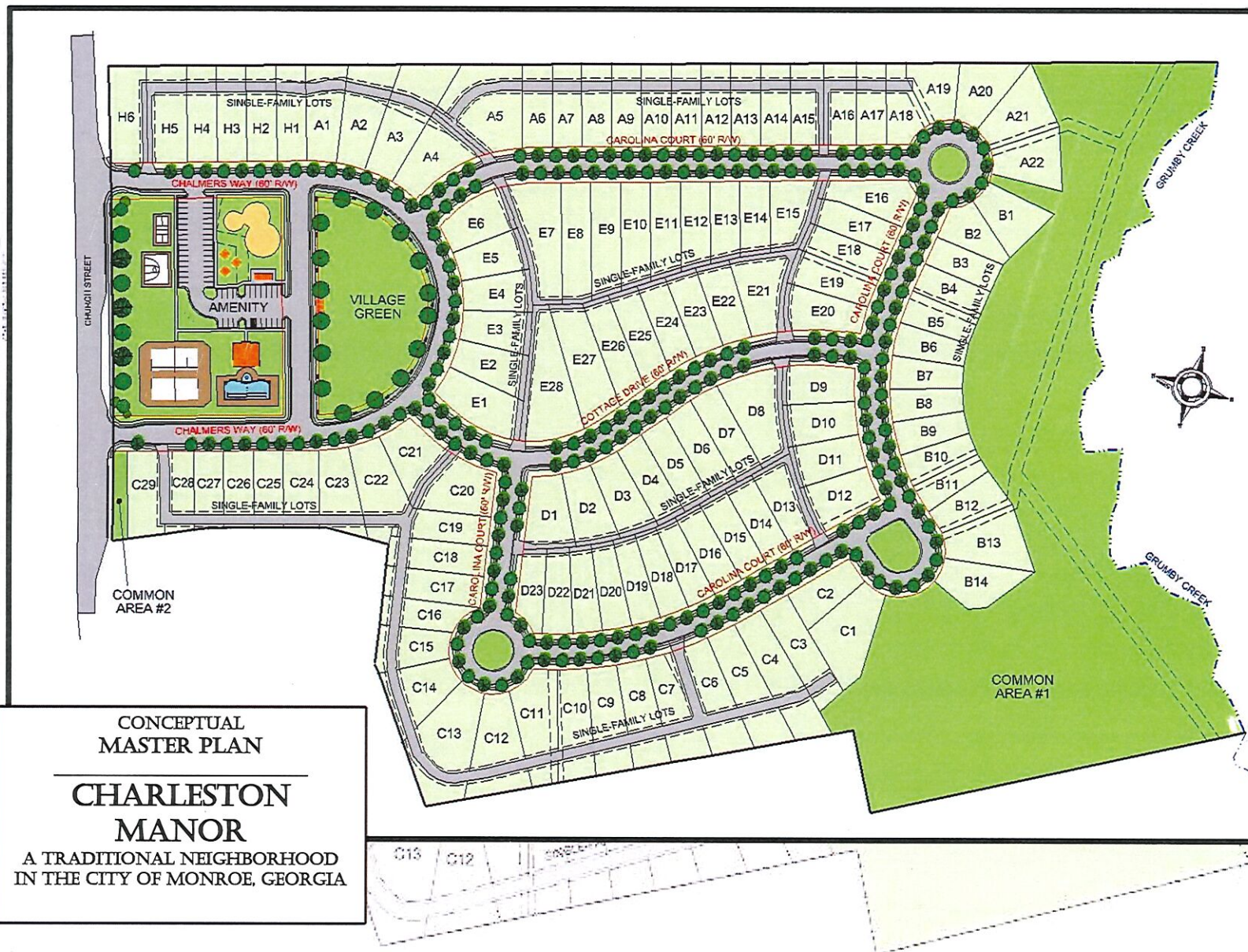
SCALE: 1" = 50'
DATE: 9/20/18
JOB NO. 18-L7048

**CHARLESTON MANOR
SUBDIVISION**

CHARLESTON MANOR



A TRADITIONAL NEIGHBORHOOD IN THE CITY OF MONROE, GEORGIA

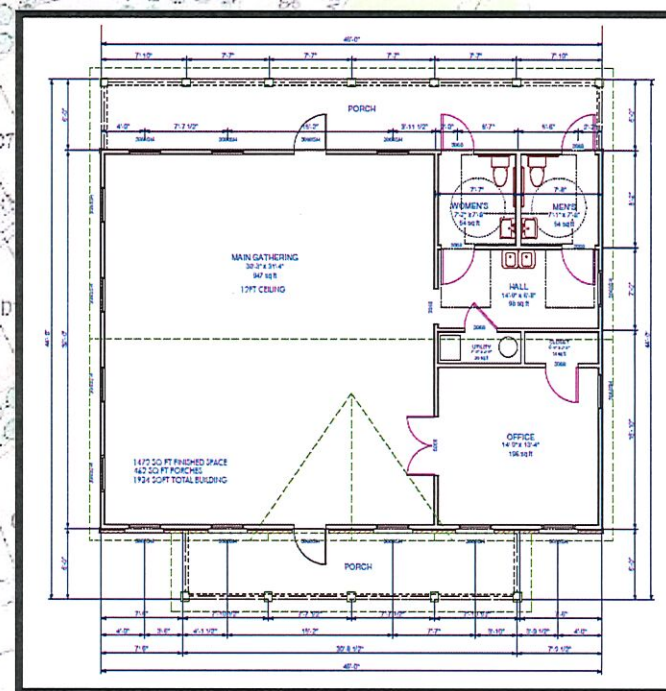
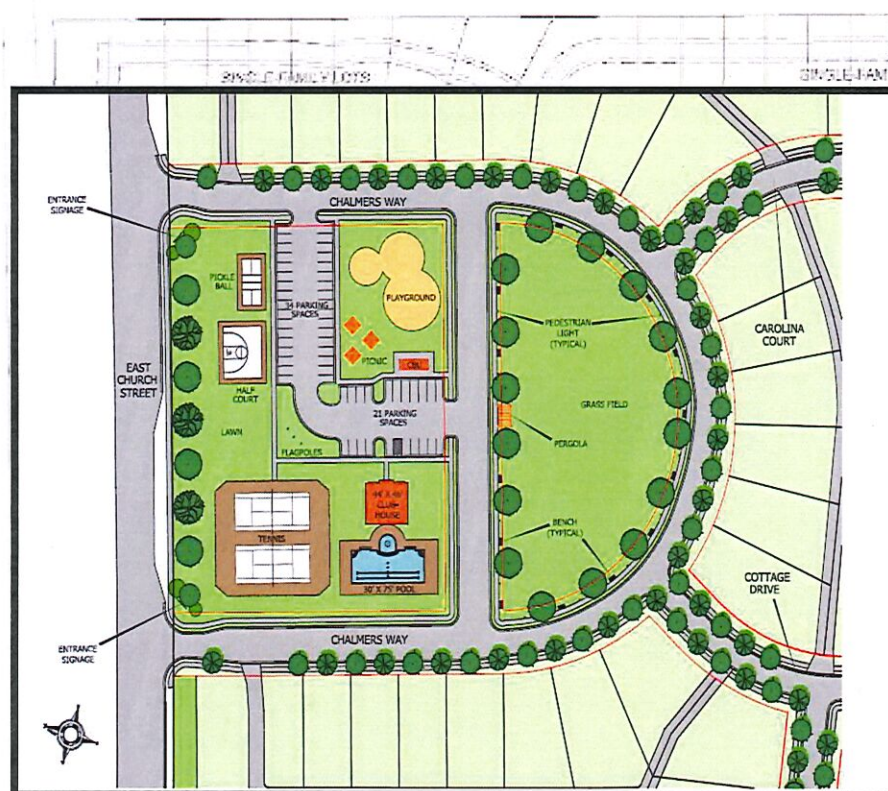




STREETSCAPE

**CHARLESTON
MANOR**

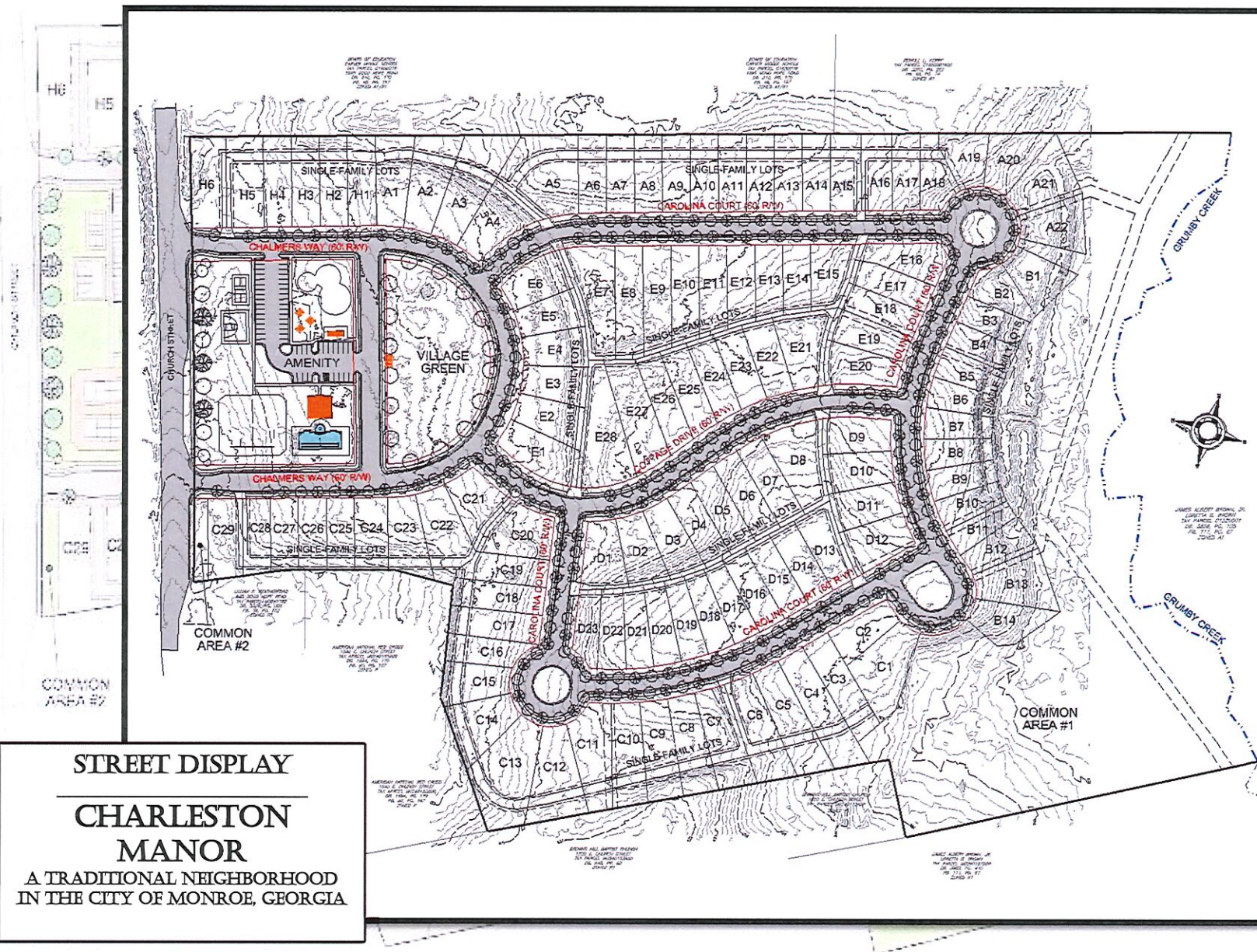
A TRADITIONAL NEIGHBORHOOD
IN THE CITY OF MONROE, GEORGIA

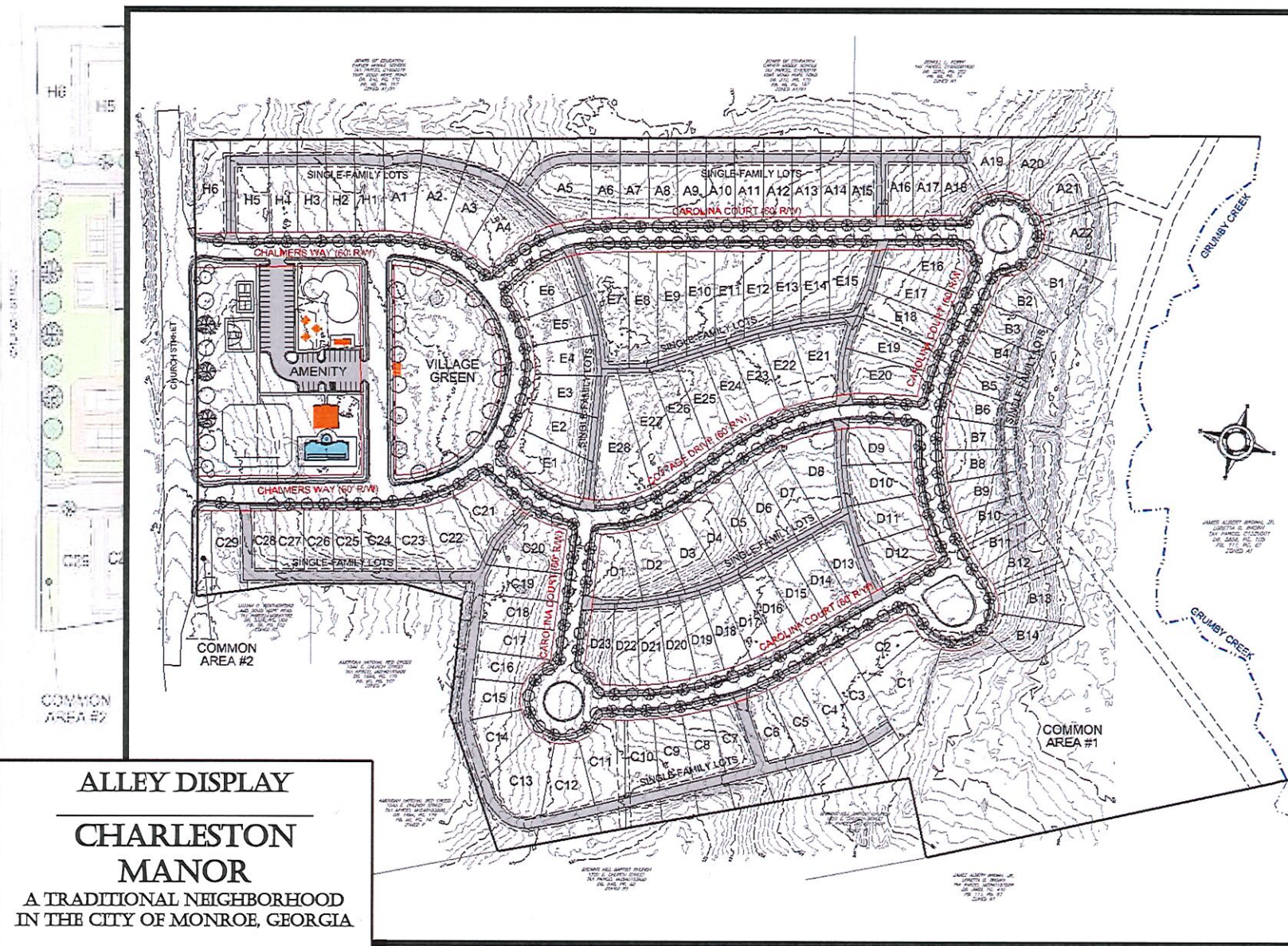


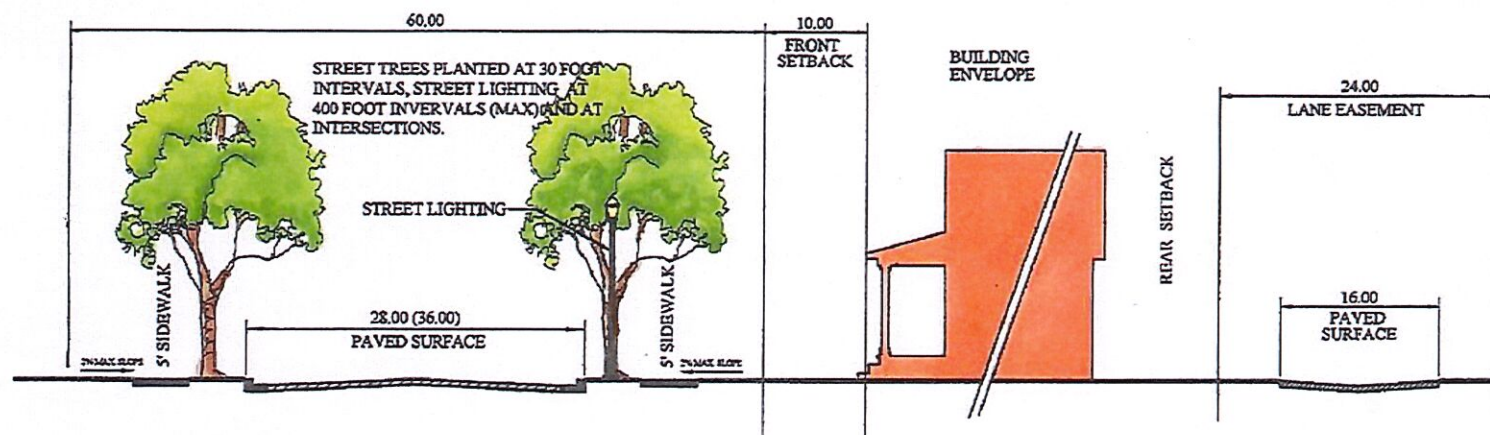
AMENITY

**CHARLESTON
MANOR**

A TRADITIONAL NEIGHBORHOOD
IN THE CITY OF MONROE, GEORGIA

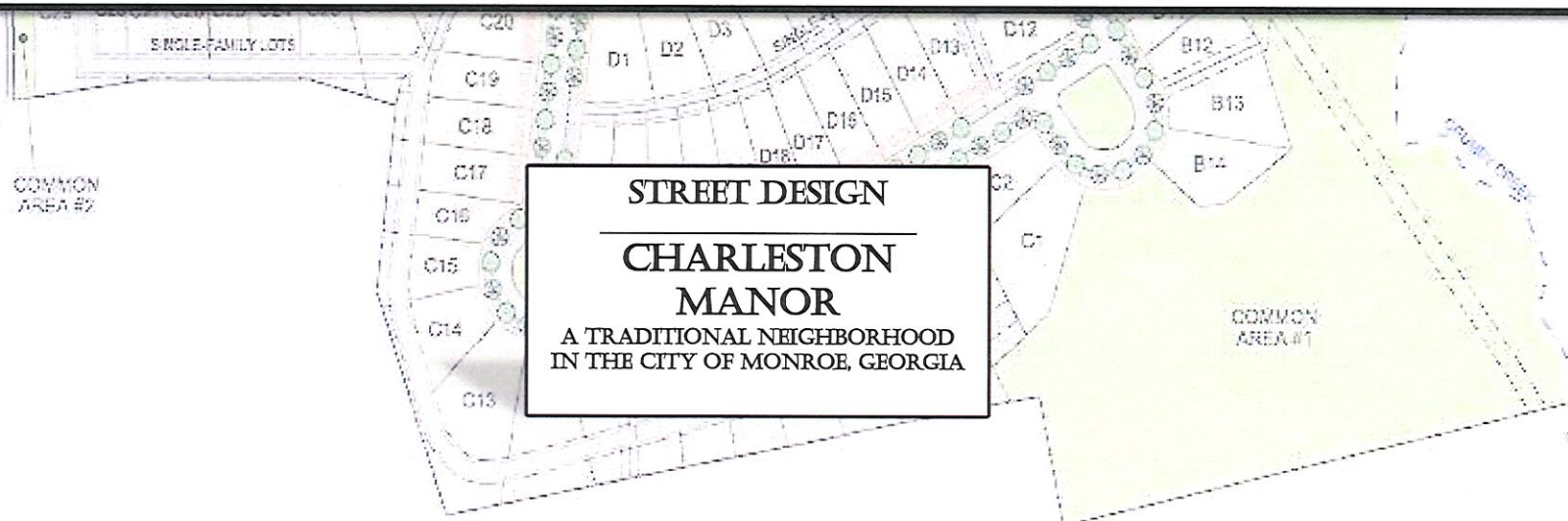






STREET CROSS SECTION (60' R/W)

NOT TO SCALE





PEDESTRIAN & STREET DESIGNS

CHARLESTON MANOR

A TRADITIONAL NEIGHBORHOOD
IN THE CITY OF MONROE, GEORGIA

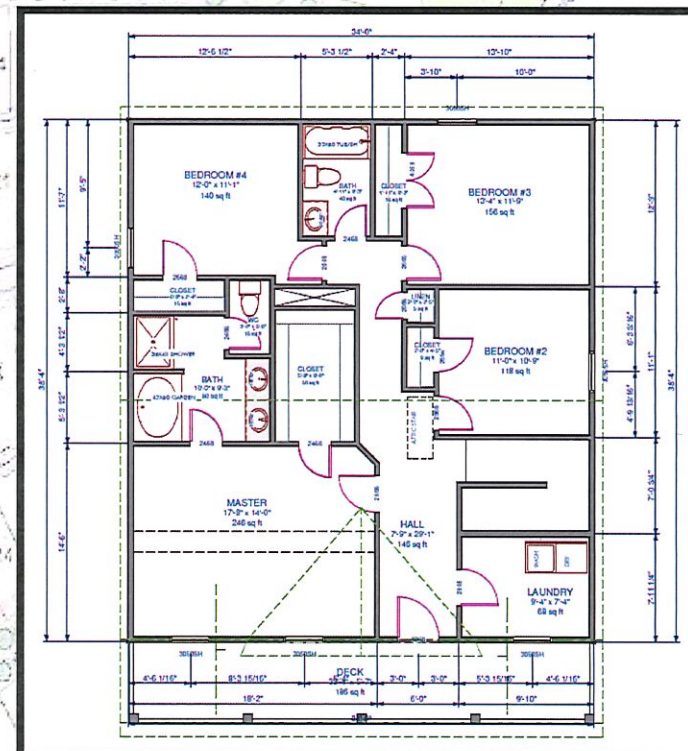
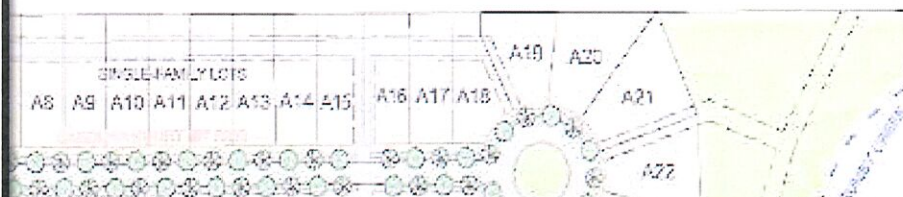
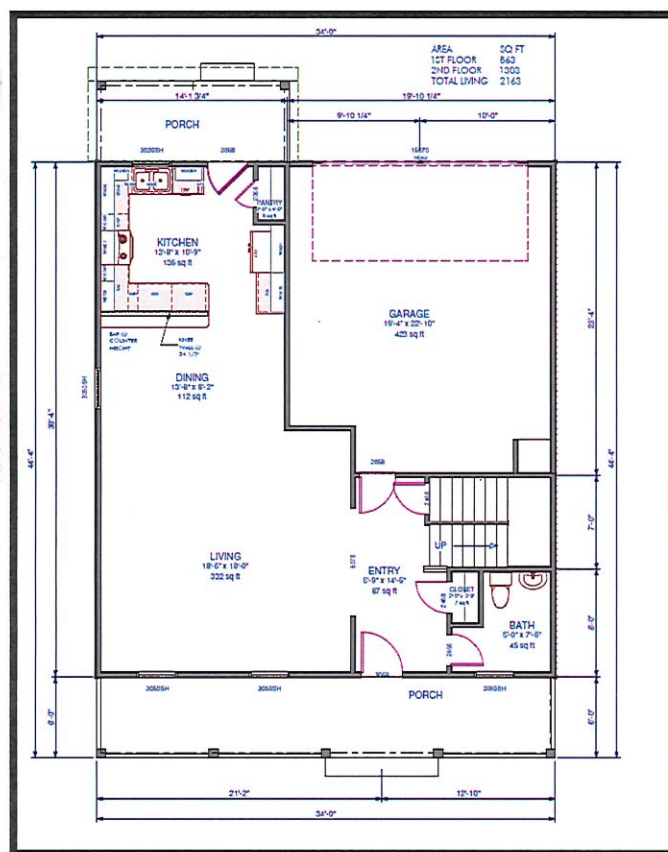


**SINGLE-FAMILY
HOUSES**

**CHARLESTON
MANOR**

A TRADITIONAL NEIGHBORHOOD
IN THE CITY OF MONROE, GEORGIA

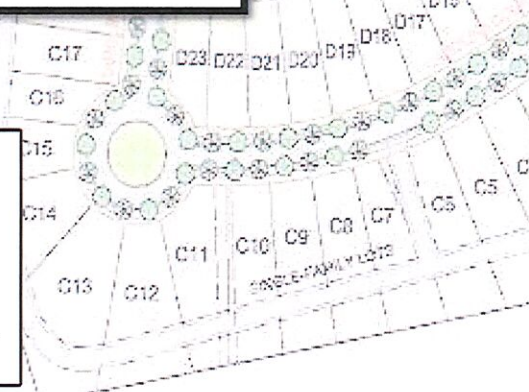


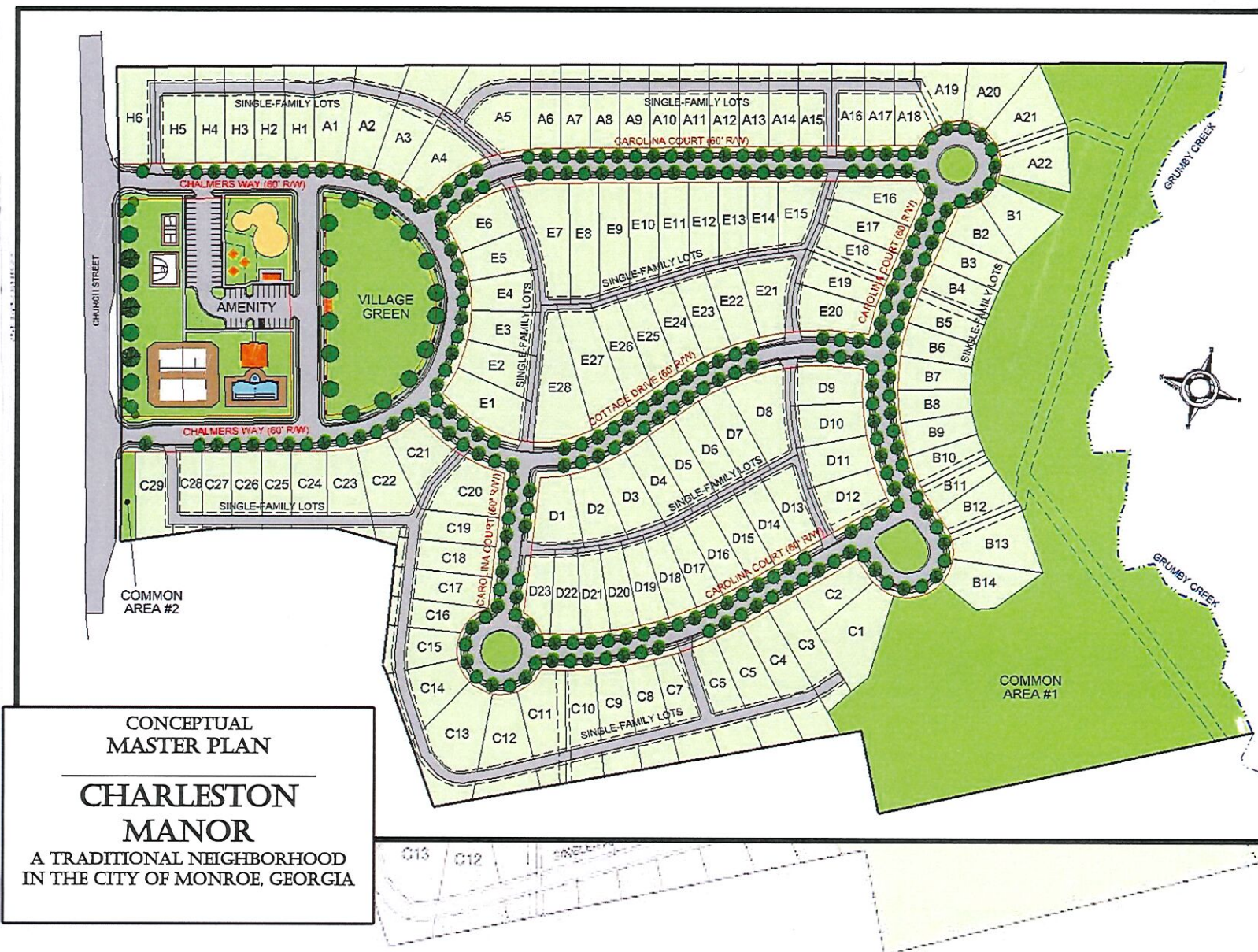


FLOORPLANS

CHARLESTON MANOR

A TRADITIONAL NEIGHBORHOOD
IN THE CITY OF MONROE, GEORGIA





CHARLESTON MANOR



A TRADITIONAL NEIGHBORHOOD IN THE CITY OF MONROE, GEORGIA



To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 11-26-18
Description: Appeal to Council of the P&Z denial of a COA for a parking lot at 600 S. Broad St.

Budget Account/Project Name: NA

Funding Source: 2018 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation:

Background: The applicant presented a non-conforming design for a parking lot within the CDO. P&Z denied the applications due to non-compliance. The applicant has modified the design and wishes to have the decision overturned based on the new design and any conditions required by the City Council.

Attachment(s):

See appeal request attached.

See the new plan attached.

See original submission attached.

Pat Kelley

From: Whit Holder <whit@georgiareclaimed.com>
Sent: Monday, November 26, 2018 2:37 PM
To: Pat Kelley
Cc: Logan Propes; Darrell Stone; Gabel Holder; Rick Holder
Subject: COA appeal letter

Patrick,

Per our phone conversation this morning, please consider this a request to appeal the Planning Commission's decision to deny our request for a COA for 600 S Broad Street.

We are asking that Mayor and Council overturn the Planning Commission's decision and approve with conditions our COA.

We have made revisions to our parking lot design that bring it into conformity with the Corridor Design Overlay requirements we discussed this morning. I will send you a copy of the revised design as soon as possible.

Please add this appeal to the agenda for the council meeting on December 13th. We will be in attendance at the meeting to answer any questions they might have.

In the meantime, please call or email me if you have any questions or concerns about this appeal.

Best Regards,

Whit Holder
[678.635.3590](tel:678.635.3590)



CERTIFICATE OF APPROPRIATENESS



215 North Broad Street
Monroe, GA 30655
CALLFORINSPECTIONS
770-207-4674 ... Phone
dadkinson@monroega.gov

145

PERMITNUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
18-00480	10/19/2018	\$ 0.00	\$ 50.00	adkinson

N
A
M
E
+
A
D
D
R
E
S
S

LOCATION **600 S Broad St**
Monroe, GA 30655

USEZONE **PCD**

PIN **M0018-124-000**

FLOODZONE **Yes**

CONTRACTOR

Pleasant Valley Assets LLC

SUBDIVISION **CORRIDOR DESIGN OVERLAY
DISTRICT**

LOT
BLOCK **0**

120 Second St Ste 101
Monroe GA 30655

UTILITIES...
Electric
Sewer
Gas

OWNER **Pleasant Valley Assets LLC,**

120 Second St Ste 101
Monroe GA 30655

PROJECTID# **600SBroadSt-181019-
1**

EXPIRATIONDATE: **04/17/2019**

CHARACTERISTICS OF WORK

DESCRIPTION OF WORK

REQUEST FOR COA FOR PARKING - P&Z
MTG 11/20/18 @ 5:30 PM 215 N BROAD
STREET

DIMENSIONS

#STORIES

SQUAREFOOTAGE

Sq. Ft.

#UNITS

NATURE OF WORK

Other

SINGLE FAMILY ONLY

#BATHROOMS

CENSUS REPORT CODE

905 - Certificate of Appropriateness

#BEDROOMS

TOTAL ROOMS

NOTICE

This permit becomes null and void if work or construction authorized is not commenced within six (6) months, or if construction or work is suspended or abandoned for a period of six (6) months at any time after work is started.

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Contractor or Authorized Agent

Date

Approved By

Date

MANAGE YOUR PERMIT ONLINE

WEB ADDRESS

<http://BuildingDepartment.com/project>

PERMIT NUMBER

18-00480

PERMIT PIN

57189

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS
MONROE PLANNING COMMISSION

Please read the Zoning Ordinance (Corridor Sections 643-1 through 643A.6). In addition, please consult with the Code Office to determine if any other Monroe ordinances apply, and if applicable, read those ordinances.

DATE: 10-19-18

APPLICANT: Rick Holder

APPLICANT'S ADDRESS: 345 Hwy 11 South
Monroe, GA 30655

TELEPHONE NUMBER: 678 246 9185

PROPERTY OWNER: Pleasant Valley Assets LLC

OWNER'S ADDRESS: 600 S Broad ST
Bldg 3 Suite 1B, Monroe, GA 30655

TELEPHONE NUMBER: 678 520 8718

PROJECT ADDRESS: 600 S Broad ST
Monroe, GA 30655

Brief description of project: Requesting a COA to re-locate
gravel parking spaces at main entrance of
Walton Mill to a less visible, screened
area 200' to the north.
Photos and drawings attached.

(Continue on separate sheet, if necessary.)

Attach photograph(s) of existing condition of property necessary to show all areas affected.

Attach plans, sketches, drawings, and diagrams of the project and detail the materials that will be used.

Provide such other information that is necessary for the Planning Commission to adequately consider the application in light of the following criteria.

In reviewing applications for COAs, the Planning Commission duties include taking into account all aspects of the exterior of the structure.

In its review, the Planning Commission shall also take into account the following elements to ensure that the exterior form and appearance of the structure is consistent with the historical and visual character of the District:

1. The height of the building in relation to the average height of the nearest adjacent and opposite buildings;
2. The setback and placement of the building on the lot in relation to the average setback and placement of the nearest adjacent and opposite building;
3. Exterior construction materials, including textures and patterns.
4. Architectural detailing, such as lintels, cornices, brick bond, and foundation materials;
5. Roof shapes, forms, and materials;
6. Proportions, shapes, positionings and locations, patterns and sizes of any elements of fenestration.

The **Code Office** will post a notice which will notify all affected property owners of the material change being requested not less than fifteen (15) days prior to the meeting at which the request for a COA is to be considered. The applicant and the affected property owners will be given an opportunity to be heard at the meeting in which the application is presented.

DEFINITIONS:

A “material change in appearance” means a change that will affect either the exterior architectural or environmental features of a corridor property or any structure, site, or work of art within a corridor design overlay district, and may include any one or more of the following:

1. A reconstruction or alteration of the size, shape, or façade, including any of the architectural elements or details;
2. Demolition;
3. Commencement of excavation for construction purposes;
4. A change in the location of advertising visible from the public right-of-way; and

Nov. 20th

REQUEST FOR A CERTIFICATE OF APPROPRIATENESS

Under Monroe's Zoning ordinance, you are required to obtain a Certificate of Appropriateness (COA) from the Planning Commission for any exterior material change you wish to make to your property if your property is located within a Corridor Design Overlay District. Please see pages 44 through 58 of the Zoning Ordinance.

The following steps must be taken in order to have your proposed change considered by the Planning Commission:

1. Stop by the Code Office at least 45 working days in advance of the next regular meeting of the Planning Commission (the Third Tuesday of each month at 5:30 pm), read the Zoning Ordinance, and request that your proposal be added to the agenda.
2. Fill out the application for a COA and turn it in to the Code Office.
3. Pay the \$50.00 fee. If you request a "special meeting" at some date or time (other than the 3rd Tuesday of every month), the fee is \$100.00.
4. Provide all documentation which will assist the Planning Commission in deciding if your proposed change(s) are in keeping with the Corridor Design Overlay District standards and guidelines. The more complete your presentation, the more efficiently your request can be handled. Please see the COA application for additional information.

Suggested documentation consists of all architectural drawings, sketches, pictures, diagrams, or actual examples. All documentation should be turned in to the Code Office at the time of your application, as it gives Planning Commission members time to consider your request prior to the meeting. Physical samples, if applicable, should be brought with you to the meeting.

5. Appear at the meeting on the scheduled day and time to present your proposal.

Thank you, the Planning Commission looks forward to considering your request.

5. The erection, alteration, restoration, or removal of any building or other structure within a corridor district, including walls, fences, steps and pavements, or other appurtenant features.

[Sec 643.4(4) (a)]

“Exterior architectural features” means the architectural style, general design, and general arrangement of the exterior of a building or other structure, including but not limited to, the kind or texture of the building material and the type and style of all windows, doors, signs, and other appurtenant architectural fixtures, features, details, or elements relative to the foregoing [Sec. 210(65)].

“Landscaping/landscape area” means a portion of lot or land area, either natural or modified for aesthetic or functional purposes through grading and planting, consisting of vegetation including but not limited to trees, shrubs, ground covers, grass, flowers, decorative rock, bark, mulch and other similar materials. [Sec. 210(86)].

Ordinary maintenance or repair of any exterior architectural feature in or on a corridor property that does not involve a material change in design, material, or outer appearance is excluded from review. [Sec. 643.4(3) (b)]



Applicant

Date: 10-19-2018

Effective July 1, 2014

**NOTICE TO THE PUBLIC
CITY OF MONROE**

The City of Monroe has received a request for a Certificate of Appropriateness. A public hearing will be held on November 20, 2018 before the Planning & Zoning Commission, at 5:30 P. M. to consider approval for new parking lot. COA is for 600 S Broad Street.

The meeting will be held in City Hall Meeting Room, 215 North Broad Street. All those having an interest should be present.

**Please run on the
following date:**

November 4, 2018

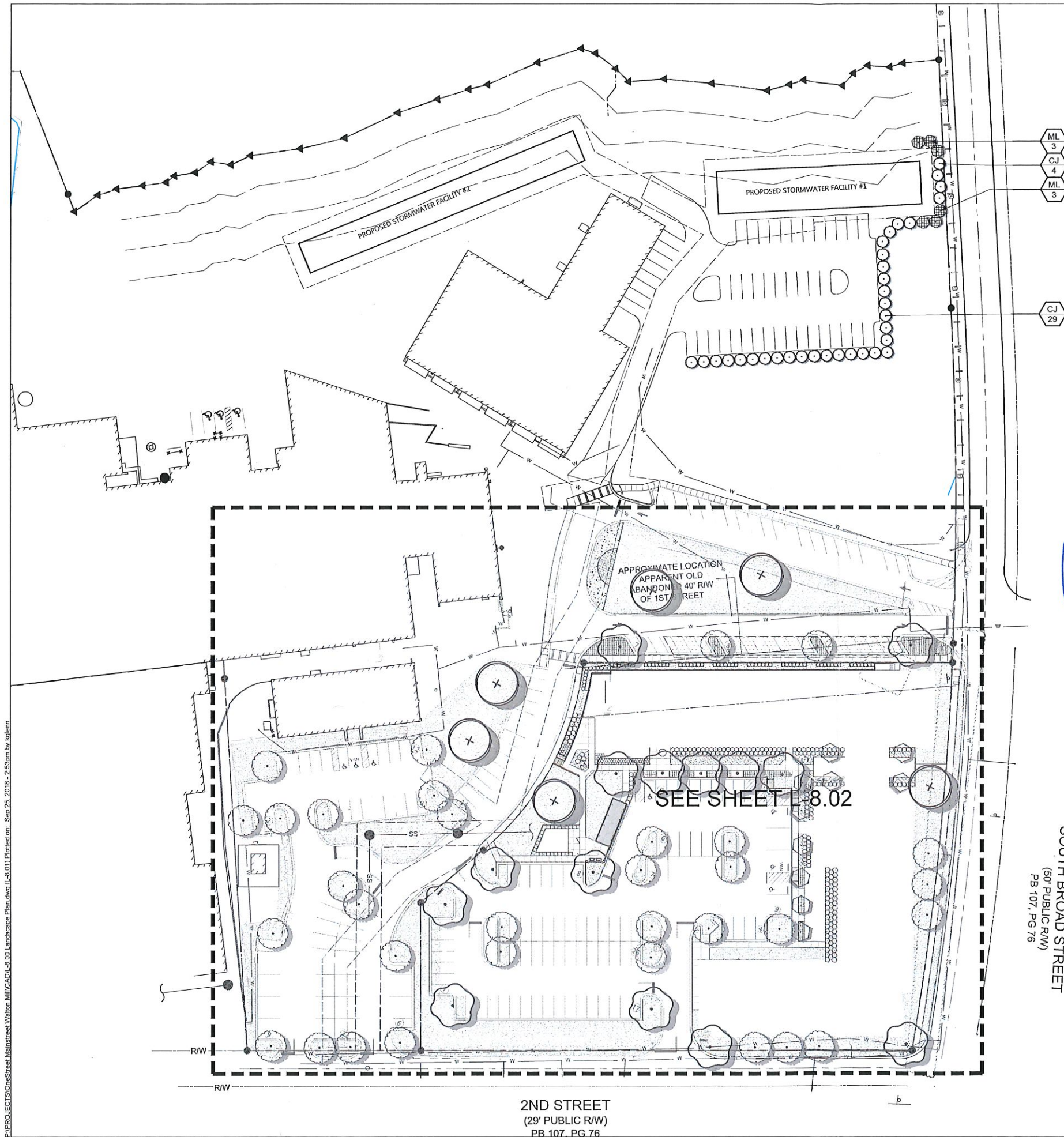
WA

Hodge Podge Antiques





P:\PROJECTS\OneStreetWalton\MainstreetWalton Mill\CAD\L-8.01 Landscape Plan.dwg (L-8.01) Plotted on: Sep 25, 2018 - 2:53pm by kdelm



SCREENING NOTES:
REQUIRED VEGETATIVE SCREENING AROUND STORMWATER FACILITY AND TEMPORARY PARKING LOT SHALL BE A TIGHT EVERGREEN HEDGE OR MIXTURE OF EVERGREEN TREES AND SHRUBS, PROVIDING A ONE HUNDRED PERCENT (100%) VISUAL BARRIER TO A HEIGHT OF SIX (6) FEET WITHIN TWO (2) YEARS OF PLANTING.

PLANT SCHEDULE					
TREES	CODE	BOTANICAL NAME / COMMON NAME	CONT.	CAL.	SIZE
	CJ	Cryptomeria japonica / Japanese Cedar	15 gal		4'-5' HT. MIN.
	ML	Magnolia grandiflora 'Little Gem' / Dwarf Southern Magnolia	15 gal		4'-5' HT. MIN.

Not all of the displaced parking is currently gravel.
520.4(1) requires hard surface parking
(Definition 153) Max. lot size is 10 spaces
Small parking lot
520.4(6) No interior landscaping 15% minimum
643A.1(1)(d) Irrigation required for landscaping
520.4(10) No ~~sidewalks~~ indicated to public R/W or building entrances
643A.3 Pavement Large parking areas adjacent to roadway, without landscaping is not permitted.

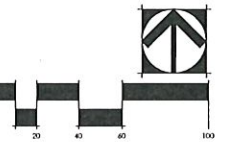


1389 Peachtree Street NE, Suite 200
Atlanta, Georgia 30309
phone: 404.873.6730
www.tsw-design.com

location

MAINSTREET
WALTON MILL
MONROE, GEORGIA

scale + north



Copyright. All rights reserved. Reproduction in whole or in part is prohibited. This drawing as an instrument of service is the property of the architect and may not be used in any way without the written permission of the office.

ISSUED
08.03.18 ISSUED FOR BLDG PERMIT

project title
Mainstreet Walton Mill

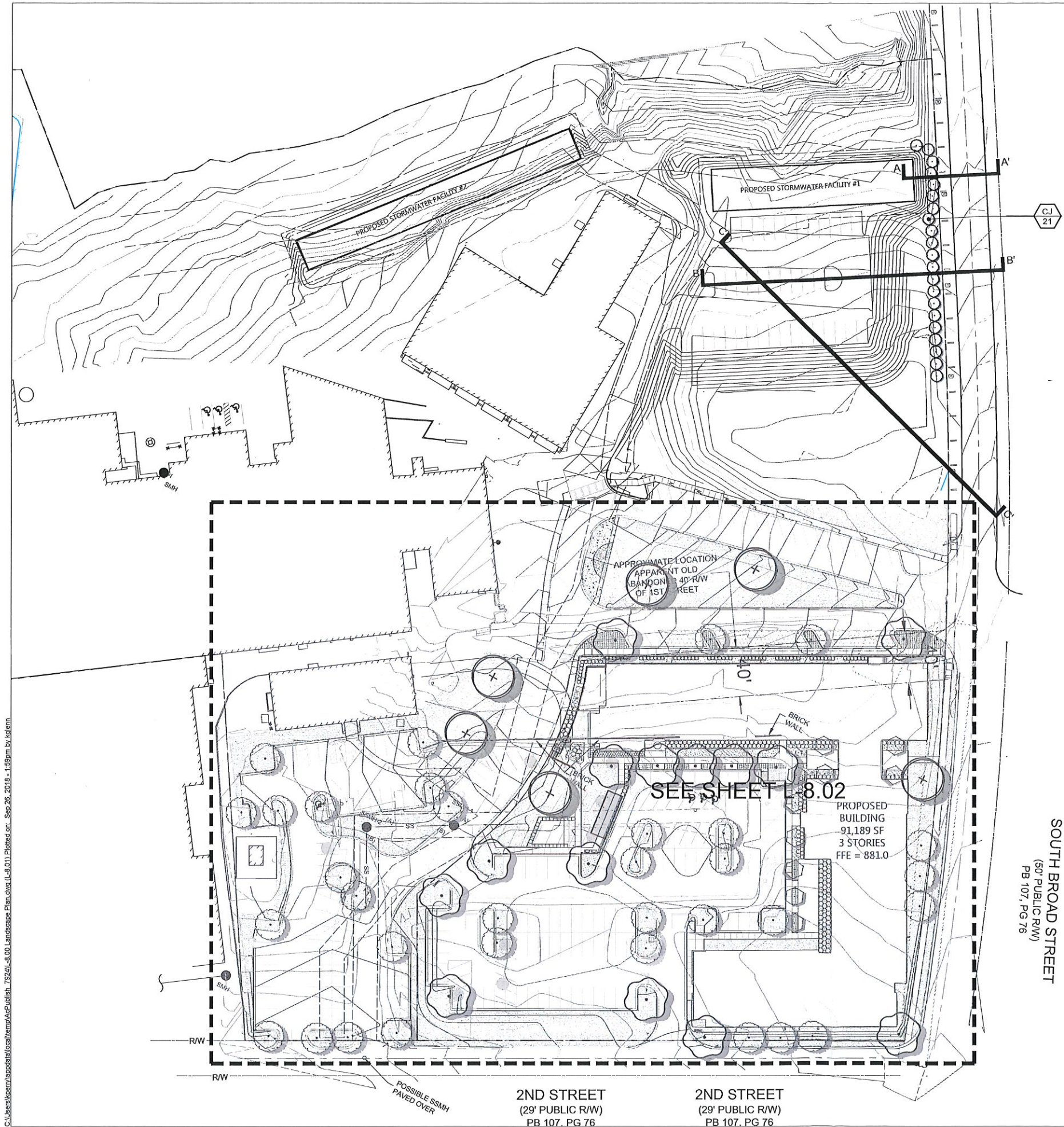
OneStreet Residential
2000 RiverEdge Pkwy
Atlanta, GA 30328

drawing information
project number: 17155
contact: Bryan Bays
drawn by: Katherine Glenn
checked by: Bryan Bays
scale: 1" = 40'-0"

drawing date
SEPTEMBER 25, 2018
sheet title
LANDSCAPE PLAN

sheet number
L-8.01

C:\Users\jcoen\appdata\local\temp\acPublish_79241-L-8.00_Landscape_Plan.dwg (L-8.01) Plotted on: Sep 26, 2018 - 1:59pm by jcoen



SCREENING NOTES:
REQUIRED VEGETATIVE SCREENING AROUND STORMWATER FACILITY AND TEMPORARY PARKING LOT SHALL BE A TIGHT EVERGREEN HEDGE OR MIXTURE OF EVERGREEN TREES AND SHRUBS, PROVIDING A ONE HUNDRED PERCENT (100%) VISUAL BARRIER TO A HEIGHT OF SIX (6) FEET WITHIN TWO (2) YEARS OF PLANTING.

PLANT SCHEDULE					
TREES	CODE	BOTANICAL NAME / COMMON NAME	CONT	CAL	SIZE
	CJ	Cryptomeria japonica / Japanese Cedar	15 gal		4'-5' HT. MIN.

SEE REPRESENTATIVE SECTIONS ON SHEET L-8.01S



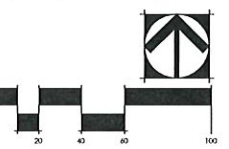
1389 Peachtree Street NE, Suite 200
Atlanta, Georgia 30309
phone: 404.873.6730
www.tsw-design1.com

scale

location

MAINSTREET
WALTON MILL
MONROE, GEORGIA

scale + north



Copyright. All rights reserved. Reproduction in whole or in part is prohibited. This drawing as an instrument of service is the property of the architect and may not be used in any way without the written permission of this office.

ISSUED
08.03.18 ISSUED FOR BLDG PERMIT

project title
Mainstreet Walton Mill

for
OneStreet Residential
2000 RiverEdge Pkwy
Atlanta, GA 30328

drawing information
project number: 17155
contact: Bryan Bays
drawn by: Katherine Glenn
checked by: Bryan Bays
scale: 1" = 40'-0"

drawing date
SEPTEMBER 25, 2018

sheet title
LANDSCAPE PLAN

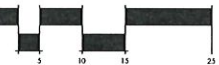
sheet number
L-8.01

scale

location

MAINSTREET
WALTON MILL
MONROE, GEORGIA

scale + north



Copyright. All rights reserved. Reproduction in whole or in part is prohibited. This drawing as an instrument of service is the property of the architect and may not be used in any way without the written permission of the office.

issued

project title
Mainstreet Walton Mill

for
OneStreet Residential
2000 RiverEdge Pkwy
Atlanta, GA 30328

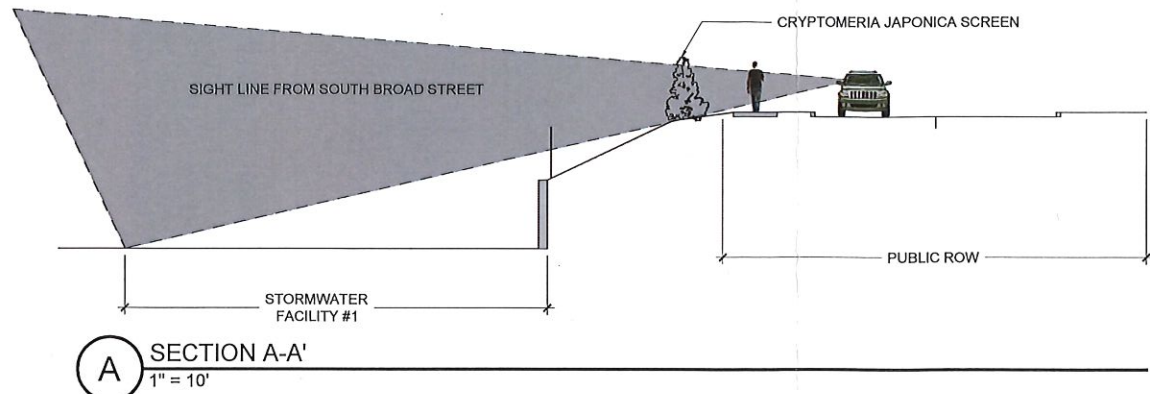
drawing information
project number: 17155
contact: Bryan Bays
drawn by: Katherine Glenn
checked by: Bryan Bays
scale: 1" = 40'-0"

drawing date
SEPTEMBER 25, 2018

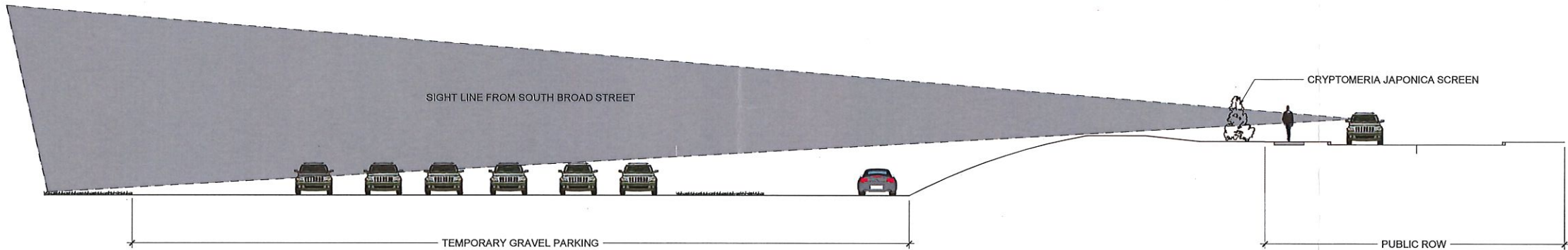
sheet title
REPRESENTATIVE SECTIONS

sheet number

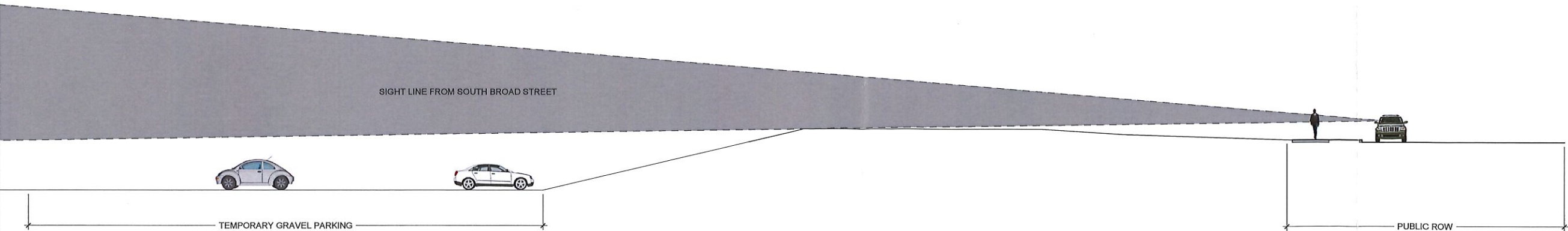
L-8.01S



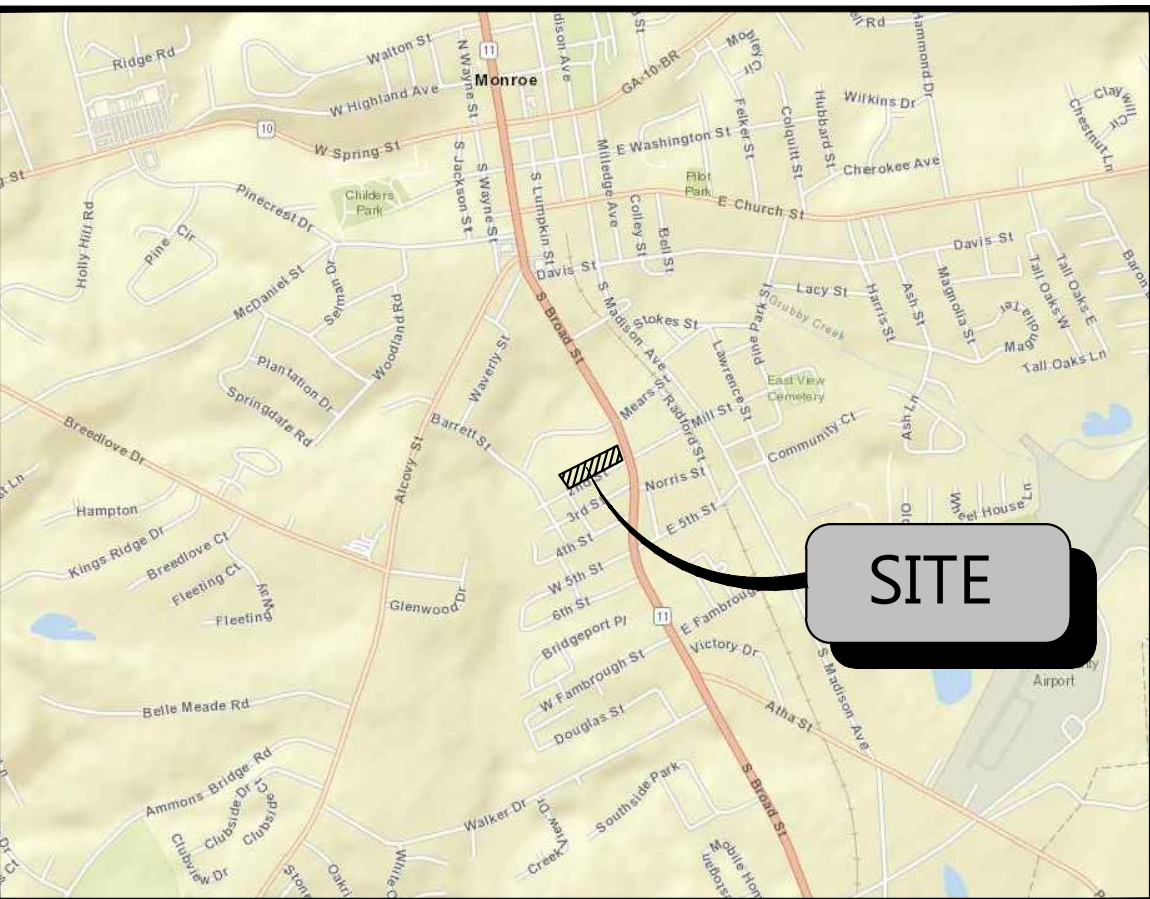
A SECTION A-A'
1" = 10'



B SECTION B-B'
1" = 10'































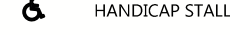

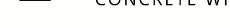





C SECTION C-C'
1" = 10'

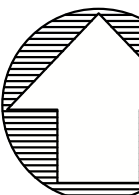


N.T.S.

SITE AREA	
TOTAL PROPERTY AREA:	2.6± AC (113,256± S.F.)
DISTURBED AREA:	6.62± AC (288,367± S.F.)
IMPERVIOUS AREA:	5.60± AC (243,936± S.F.)
PERVIOUS AREA:	1.02± AC (44,431± S.F.)
ZONING CLASSIFICATION	
JURISDICTION:	CITY OF MONROE
ZONING:	PCD- PLANNED COMMERCIAL DISTRICT
ADJACENT ZONING:	M-1
BUILDING SETBACKS	
FRONT	100'
SIDE	50'
REAR	75'
BUILDING SUMMARY	
PROPOSED BUILDING AREA:	91,189 SF
BUILDING HEIGHT LIMIT:	NA
PARKING SUMMARY	
PARKING REQUIREMENTS	9'X20'
TOTAL PARKING REQUIRED	NO MINIMUM
PARKING PROVIDED	261 SPACES (93 ONSITE, 168 OFFSITE)(4 HC)
LANDSCAPING SUMMARY	
PARKING ISLANDS	15% OF INTERIOR
FRONT LANDSCAPE BUFFER	NA
SIDE LANDSCAPE BUFFER	NA
REAR LANDSCAPE BUFFER	NA

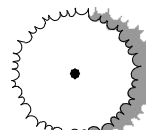
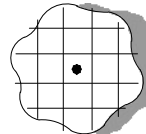
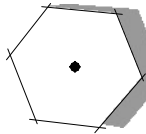
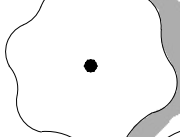
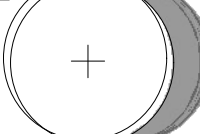





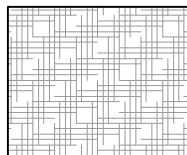
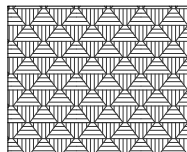
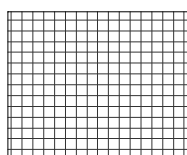
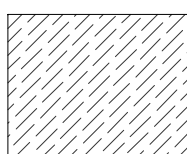
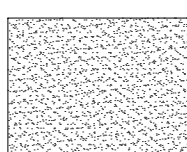
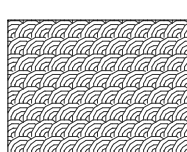

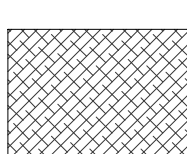

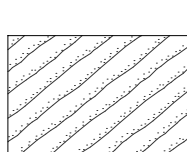
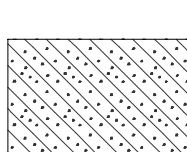
SITE LEGEND

	EXISTING PROPERTY LINE		PARKING SPACE COUNT
	EXISTING RIGHT-OF-WAY		SIGN
	EXISTING SETBACK LINE		LIGHT POLE
	PROPOSED RIGHT-OF-WAY		GROUP OF FOUR GUARD POSTS
	PROPOSED SETBACK LINE		DUMPSTER PAD
	100 YEAR FLOOD PLAIN		TRANSFORMER PAD
	18" CURB AND GUTTER		PROPOSED SIGNAL
	24" CURB AND GUTTER		GATE INLET
	PROPOSED RETAINING WALL		STORM MANHOLE
	CROSS WALK		DOUBLE WING CATCH BASIN
	STOP BAR (PAVEMENT MARKING)		SINGLE WING CATCH BASIN
	TRAFFIC FLOW ARROW (PAVEMENT MARKING)		AREA INLET
	"YIELD" (PAVEMENT MARKING)		OUTLET CONTROL STRUCTURE
	DIRECTIONAL ARROWS (PAVEMENT MARKING)		HEADWALL
	"ONLY" DIRECTIONAL ARROWS (PAVEMENT MARKING)		SANITARY SEWER MANHOLE
	HANDICAP STALL		CONCRETE
	CONCRETE WHEEL STOP		STANDARD DUTY PAVING
	A.D.A. STD HANDICAP RAMP		HEAVY DUTY PAVING



C:\Users\kpcern\appdata\local\temp\AcPublish_8364d_L-8.00_Landscape Plan.dwg (L-8.00) Plotted on: Dec 01, 2018 - 11:58am by kglenn

PLANT SCHEDULE

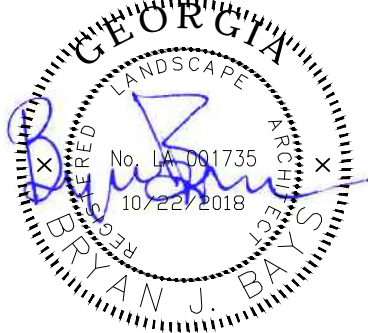
TREES	CODE	BOTANICAL NAME / COMMON NAME	CONT	CAL	SIZE	QTY	
	CJ	Cryptomeria japonica / Japanese Cedar	15 gal		4`-5` HT. MIN.	31	
	ML	Magnolia grandiflora `Little Gem` / Dwarf Southern Magnolia	15 gal		4`-5` HT. MIN.	13	
	MM	Magnolia virginiana `Moon Glow` / Sweet Bay Multi Trunk - Minimum of 3 trunks	B & B	3"Cal		10	
	QS	Quercus nuttallii Sangria TM / Nuttall Oak	B & B	3.5"Cal		13	
	QH	Quercus phellos `Hightower` / Willow Oak	B & B	3.5"Cal		6	
	UA	Ulmus parvifolia `Allee` / Allee Lacebark Elm	B & B	3.5"Cal		42	
SHRUBS	CODE	BOTANICAL NAME / COMMON NAME	SIZE	-	-	QTY	
	IS	Ilex glabra `Shamrock` / Inkberry	3 gal			145	
	MW	Muhlenbergia capillaris `White Cloud` / White Muhly Grass	1 gal			92	
	RB	Rosmarinus officinalis `Barbeque` / Rosemary	1 gal			69	
	VF	Vaccinium corymbosum `FLX-2` / Bountiful Blue Blueberry	3 gal			71	
SHRUB AREAS	CODE	BOTANICAL NAME / COMMON NAME	CONT	FIELD2	FIELD3	SPACING	QTY
	CK	Calamagrostis x acutiflora `Karl Foerster` / Feather Reed Grass	3 gal			18" o.c.	405
GROUND COVERS	CODE	BOTANICAL NAME / COMMON NAME	CONT	-	-	SPACING	QTY
	AP	Astilbe chinensis `Purple Candles` / Chinese Astilbe	1 gal			18" o.c.	20
	CM	Carex morrowii `Aurea-variegata` / Variegated Japanese Sedge	1 gal			12" o.c.	2,576
	CD	Cynodon dactylon / Bermuda Grass	seed				24,473 sf
	CT	Cynodon dactylon `TifTuf` / TifTuf Bermuda	sod				71,232 sf
	FP	Ficus pumila / Creeping Fig	4"pot			24" o.c.	20
	GL	Gaura lindheimeri / White Gaura	1 gal			12" o.c.	401
	LB	Liriope muscari `Big Blue` / Big Blue Lilyturf	flat			12" o.c.	3,257
	NW	Nepeta faassenii `Walker`s Low` / Walker`s Low Catmint	1 gal			24" o.c.	158
	PA	Polystichum acrostichoides / Christmas Fern	3 gal			24" o.c.	35
	RH	Rudbeckia hirta / Black-eyed Susan	1 gal			12" o.c.	574

- NOTES:**
- IF RELOCATED MACHINERY PIECES ARE NOT TO BE INSTALLED AS NOTED IN LAYOUT PLAN, CONSULT WITH LANDSCAPE ARCHITECT FOR REVISED PLANTING DESIGN IN THESE AREAS.
 - CONTRACTOR TO SUBMIT SHOP DRAWINGS OF IRRIGATION PLAN FOR APPROVAL.**
 - CONTRACTOR TO APPLY IRRIGATION PER REQUIREMENTS PROVIDED.

IRRIGATION REQUIREMENTS :		
LAWN AREAS	=	0.42 GALLONS PER SF / WEEK
SHRUB / PERENNIAL AREAS	=	0.21 GALLONS PER SF / WEEK
TREES	=	1.5 GALLONS / CALIPER INCH OF TREE TRUNK
*NUMBERS BASED ON 3 DAYS PER WEEK OF WATERING		

RECOMMENDED WATERING SCHEDULE:		
WEEK 1-2	=	DAILY
WEEK 3-12	=	EVERY 2-3 DAYS
*AFTER WEEK 12 CONTINUE WATERING WEEKLY UNTIL ESTABLISHED		

seal



location

MAIN STREET
WALTON MILL
688 SOUTH BROAD STREET
MONROE, GEORGIA 30655

scale + north

Copyright. All rights reserved. Reproduction in whole or in part is prohibited. This drawing as an instrument of service is the property of the architect and may not be used in any way without the written permission of this office

issued	
08.03.18	ISSUED FOR BLDG PERMIT
10.22.18	PERMIT RESPONSE

project title
Mainstreet Walton Mill

for
OneStreet Residential
2000 RiverEdge Pkwy
Atlanta, GA 30328

drawing information	
project number:	17155
contact:	Bryan Bays
drawn by:	Katherine Glenn
checked by:	Bryan Bays
scale:	

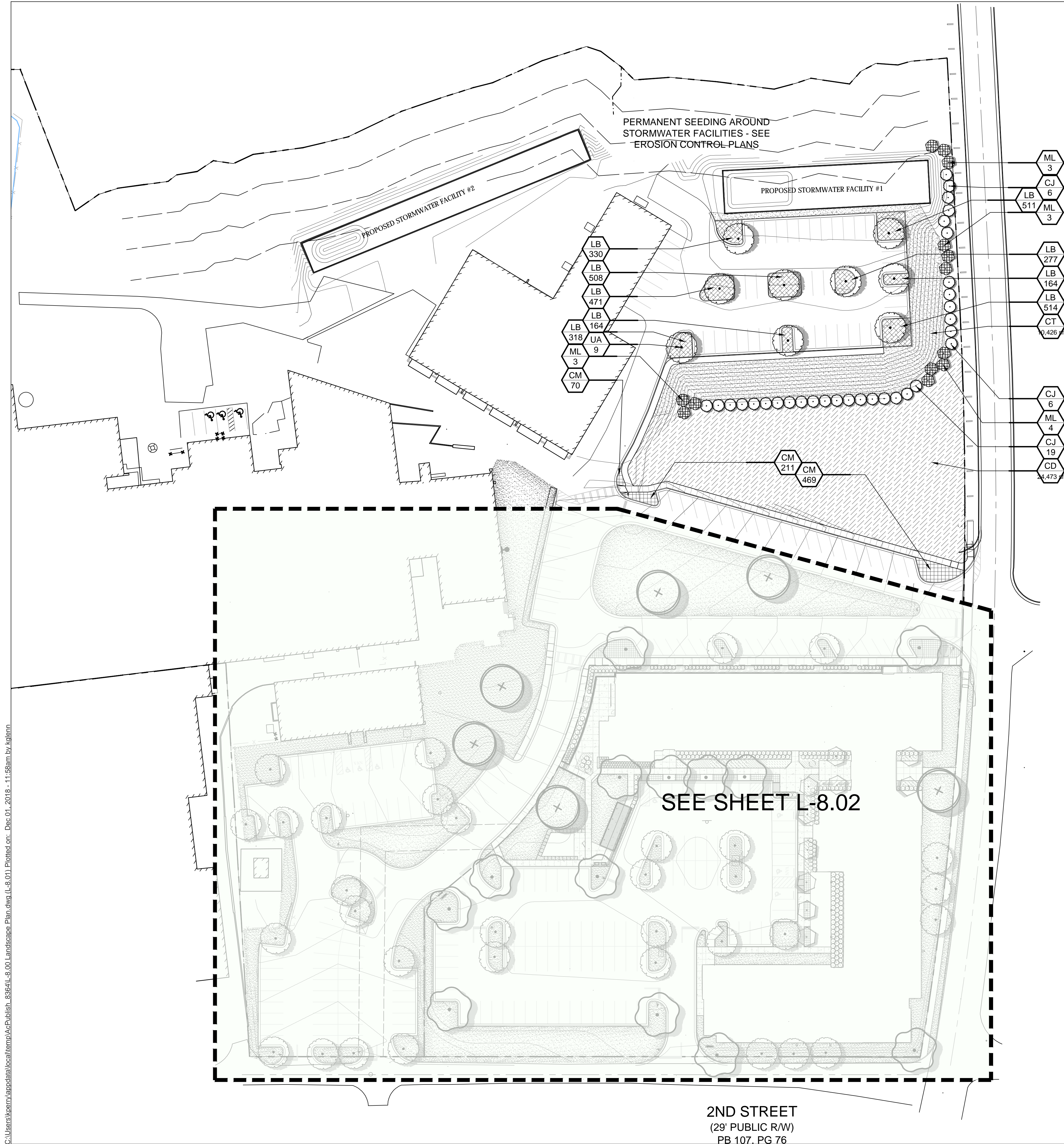
drawing date
AUGUST 3, 2018

sheet title
LANDSCAPE SCHEDULE

sheet number

L-8.00

C:\Users\kpcerny\appdata\local\temp\AcPublish_8364\1_8.00_Landscape Plan.dwg (L-8.01) Plotted on: Dec 01, 2018 - 11:58am by kglenn



SCREENING NOTES:
REQUIRED VEGETATIVE SCREENING AROUND STORMWATER FACILITY AND TEMPORARY PARKING LOT SHALL BE A TIGHT EVERGREEN HEDGE OR MIXTURE OF EVERGREEN TREES AND SHRUBS, PROVIDING A ONE HUNDRED PERCENT (100%) VISUAL BARRIER TO A HEIGHT OF SIX (6) FEET WITHIN TWO (2) YEARS OF PLANTING.

NOTES:
1. IF RELOCATED MACHINERY PIECES ARE NOT TO BE INSTALLED AS NOTED IN LAYOUT PLAN, CONSULT WITH LANDSCAPE ARCHITECT FOR REVISED PLANTING DESIGN IN THESE AREAS.
4. **CONTRACTOR TO SUBMIT SHOP DRAWINGS OF IRRIGATION PLAN FOR APPROVAL.**
5. CONTRACTOR TO APPLY IRRIGATION PER REQUIREMENTS PROVIDED.

IRRIGATION REQUIREMENTS :

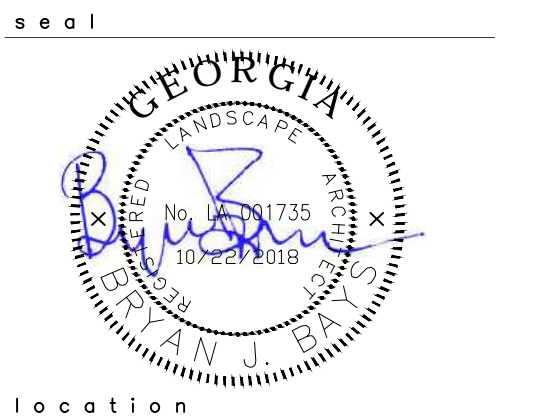
LAWN AREAS	=	0.42 GALLONS PER SF / WEEK
SHRUB / PERENNIAL AREAS	=	0.21 GALLONS PER SF / WEEK
TREES	=	1.5 GALLONS / CALIPER INCH OF TREE TRUNK

*NUMBERS BASED ON 3 DAYS PER WEEK OF WATERING

RECOMMENDED WATERING SCHEDULE:

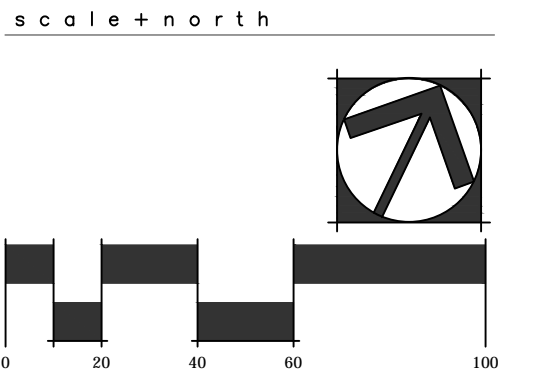
WEEK 1-2	=	DAILY
WEEK 3-12	=	EVERY 2-3 DAYS

*AFTER WEEK 12 CONTINUE WATERING WEEKLY UNTIL ESTABLISHED



**MAINSTREET
WALTON MILL**

688 SOUTH BROAD STREET
MONROE, GEORGIA 30655



Copyright. All rights reserved. Reproduction in whole or in part is prohibited. This drawing as an instrument of service is the property of the architect and may not be used in any way without the written permission of this office

issued
08.03.18 ISSUED FOR BLDG PERMIT
10.22.18 PERMIT RESPONSE

project title
Mainstreet Walton Mill

for
OneStreet Residential
2000 RiverEdge Pkwy
Atlanta, GA 30328

drawing information
project number: 17155
contact: Bryan Bays
drawn by: Katherine Glenn
checked by: Bryan Bays
scale: 1" = 40'-0"

drawing date
SEPTEMBER 25, 2018
sheet title
LANDSCAPE PLAN

sheet number
L-8.01

seal

location

MAINSTREET
WALTON MILL
688 SOUTH BROAD STREET
MONROE, GEORGIA 30655

scale+north

Copyright. All rights reserved. Reproduction in whole or in part is prohibited. This drawing as an instrument of service is the property of the architect and may not be used in any way without the written permission of this office.

issued

project title

Mainstreet Walton Mill

for

OneStreet Residential
2000 RiverEdge Pkwy
Atlanta, GA 30328

drawing information

project number: 17155
contact: Bryan Boys
drawn by: Katherine Glenn
checked by: Bryan Boys
scale: AS NOTED

drawing date

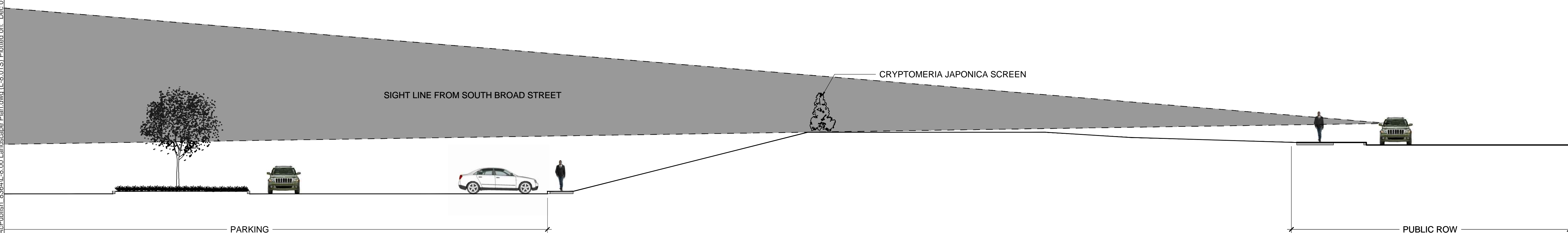
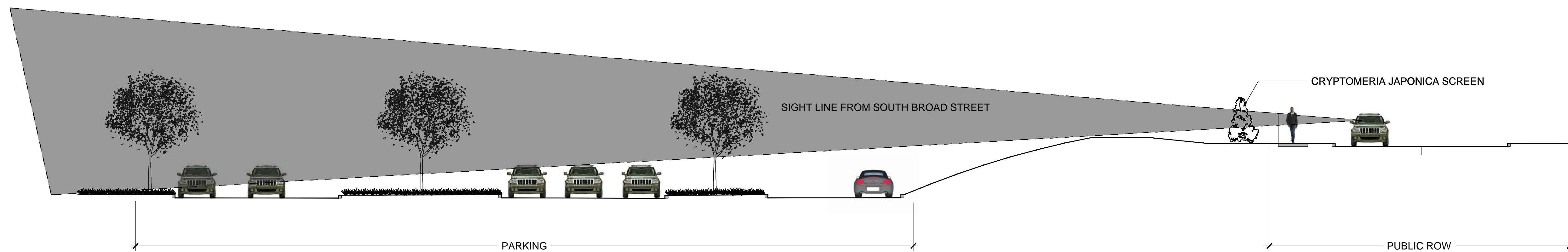
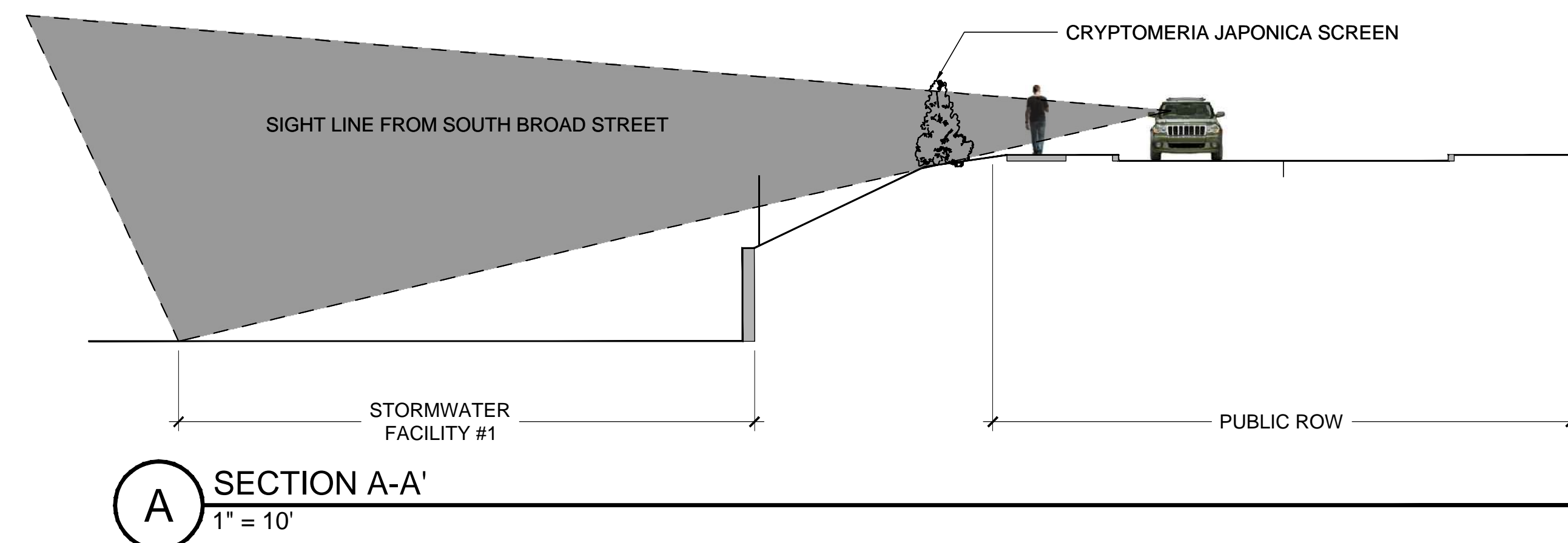
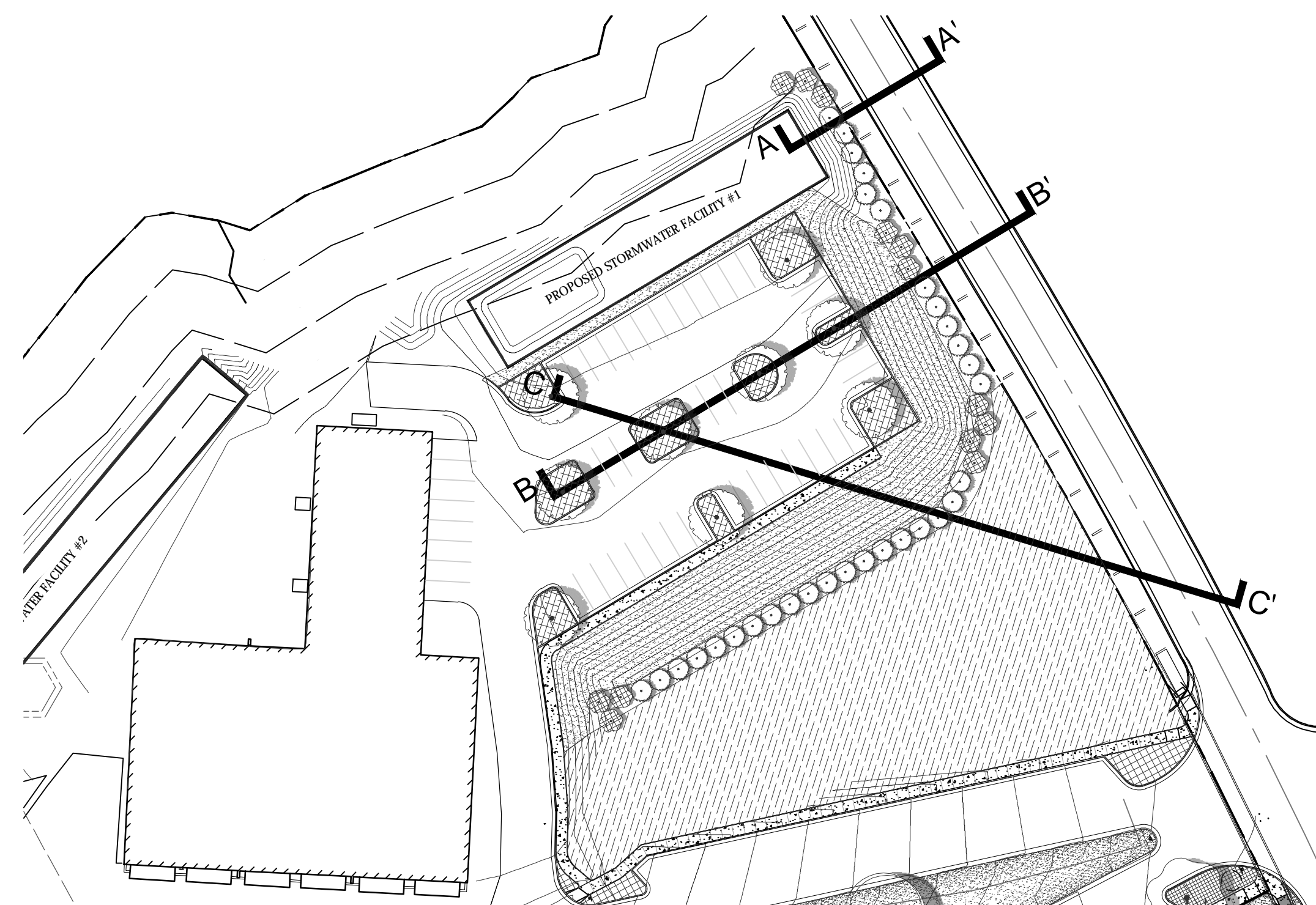
SEPTEMBER 25, 2018

sheet title

REPRESENTATIVE SECTIONS

sheet number

L-8.01S



IRRIGATION REQUIREMENTS :

LAWN AREAS = 0.42 GALLONS PER SF / WEEK

SHRUB / PERENNIAL AREAS = 0.21 GALLONS PER SF / WEEK

TREES = 1.5 GALLONS / CALIPER
INCH OF TREE TRUNK

*NUMBERS BASED ON 3 DAYS PER WEEK OF WATERING

RECOMMENDED WATERING SCHEDULE:

WEEK 1-2 = DAILY

WEEK 3-12 = EVERY 2-3 DAYS

*AFTER WEEK 12 CONTINUE WATERING WEEKLY
UNTIL ESTABLISHED

NOTE:

NOTE:
IF RELOCATED MACHINERY PIECES ARE NOT TO BE INSTALLED AS NOTED IN LAYOUT PLAN, CONSULT WITH LANDSCAPE ARCHITECT FOR REVISED PLANTING DESIGN IN THESE AREAS.

QH
3
CT
3,828 sf
UA
7
CT
2,778 sf
CT
3,110 sf

GL	
23	NW
RB	5
13	CK
RH	36
32	NW
GL	5
15	VF
	7

	RH	35
	NW	6
RH	30	
MW	17	
VF	5	
NW	13	

	RB	7	
RB	7	UA	
QS	2	CM	
1	RB	119	
CM	7		
447	RB		
RB	7		
7	IS		
MW	53		
75			

CM 119 RB 7
 RB 7 QS 1
 CK 369 CM 505
 RB 7 CT 1480
 IS 6 IS 24 MM 4
 NW 24 NW 23 MM 4
 NW 4
 AP 6
 10 RH 49
 PA 35 RH 10
 GL 50 AP 50
 50 RH 6
 50 NW 50
 IS 7
 IS 25 IS 16
 RH 35
 GL 35
 RH 35
 CM 35

APPOINTMENTS

Updated

June 12, 2018

Appointed

Term Expires

DOWNTOWN DEVELOPMENT AUTHORITY AND CONVENTION & VISITORS BUREAU AUTHORITY (Three year term) (As of 4/10/07 Changed from 6 year terms to 3 year terms)

Ross Bradley	Council member	December 31, 2018
Mike Gray	January 12, 2016	December 31, 2018
Meredith Malcom	December 12, 2017	December 31, 2018
	(to fill unexpired term of Benita Walker)	
Charles Sanders	January 12, 2016	December 31, 2018
Whit Holder	December 13, 2016	December 31, 2019
Lisa Reynolds Anderson	December 13, 2016	December 31, 2019
Wesley Sisk	December 12, 2017	December 31, 2020
Andrea Gray	December 12, 2017	December 31, 2020

Beverly Harrison

From: Sadie Krawczyk <SKrawczyk@MonroeGA.gov>
Sent: Wednesday, November 7, 2018 11:17 AM
To: Debbie Kirk
Subject: Mike Gray- DDA & CVB Board Appointments

From: Mike [mailto:mgray@jacorinc.net]
Sent: Wednesday, November 07, 2018 11:17 AM
To: Sadie Krawczyk <SKrawczyk@MonroeGA.gov>
Subject: Re: DDA & CVB Board Appointments

Sadie
I am willing to continue to serve on the DDA/CVB Board
D. Michael Gray

Sent from my iPhone

Beverly Harrison

From: Sadie Krawczyk <SKrawczyk@MonroeGA.gov>
Sent: Wednesday, October 31, 2018 1:18 PM
To: Debbie Kirk
Subject: FW: DDA & CVB Board Appointments

From: Malcom,Meredith [mailto:MEREDITHMALCOM@synovus.com]
Sent: Wednesday, October 31, 2018 11:19 AM
To: Sadie Krawczyk <SKrawczyk@MonroeGA.gov>
Subject: RE: DDA & CVB Board Appointments

Yes I would like to continue!

Beverly Harrison

From: Sadie Krawczyk <SKrawczyk@MonroeGA.gov>
Sent: Wednesday, October 31, 2018 4:24 PM
To: Debbie Kirk
Subject: FW: DDA & CVB Board Appointments

From: Charles Sanders [mailto:charlesfsanders@gmail.com]
Sent: Wednesday, October 31, 2018 3:03 PM
To: Sadie Krawczyk <SKrawczyk@MonroeGA.gov>
Cc: Mike Gray (mgray@jacorinc.net) <mgray@jacorinc.net>; Malcom, Meredith <MEREDITHMALCOM@synovus.com>
Subject: Re: DDA & CVB Board Appointments

Yes, I would be honored to serve on the DDA/CVB again. Thank you. Charles Sanders

Sent from my iPhone



To: City Council
From: Logan Propes
Department: Administration
Date: 12/04/2018
Subject: Intergovernmental Agreement with the Alcovy Judicial Circuit Public Defender's Office for Indigent Defense Representation

Budget Account/Project Name: N/A

Funding Source: General Fund - FY 2019

Budget Allocation: \$25,000

Budget Available: \$25,000

Requested Expense: \$3,600

Company of Purchase: Public Defender's Office

Description:

Staff recommends the Council approve the Indigent Defense Representation Agreement in the amount of \$300/month with the Alcovy Judicial Circuit Public Defender's Office.

Background:

Over the past several months staff and legal counsel has worked to secure a higher-level of indigent defense in the Monroe municipal court to ensure having a regular, local, public defender is available during each arraignment and trial/probation revocation calendar. This level of service helps to ensure representation for each qualified indigent defendant. The cost is minimal for the advantage of having a public defender readily available each day of court.

This is included in the draft 2019 budget also before you.

Attachment(s):

IGA with the Alcovy Judicial Circuit Public Defender's Office.

INTERGOVERNMENTAL AGREEMENT

**INDIGENT DEFENDANT REPRESENTATION IN THE CITY OF MONROE
MUNICIPAL COURT**

This Intergovernmental Agreement concerning Indigent Defendant Representation in the City of Monroe Municipal Court (the “Agreement”) is made and entered into this ____ day of _____, 20__ by and between the City of Monroe, Georgia, a municipal corporation of the State of Georgia (the “City”), and the Alcovy Judicial Circuit Public Defender's Office (the “Public Defender's Office”) (with both the City and Public Defender's Office being referred to herein collectively as the “Parties”).

RECITALS

WHEREAS, the City operates the City of Monroe Municipal Court (“Municipal Court”) in accordance with the powers and authorities vested therein by Georgia law and the City’s Charter; and,

WHEREAS, qualified indigent defendants charged with certain offenses prosecuted in Municipal Court are entitled to court-appointed counsel under Georgia law; and,

WHEREAS, the Public Defender’s Office in accordance with the powers and authorities vested therein by Georgia law, and in accordance with the Georgia Public Defender Standards Council, provides criminal defense for indigent persons accused of violating Georgia laws; and,

WHEREAS, the City and Municipal Court seek to use the services of certain attorneys employed by the Public Defender’s Office on a contract basis to provide representation for qualified indigent defendants in Municipal Court; and,

WHEREAS, pursuant to O.C.G.A. §17-12-23(d), local governments can enter into agreements with the circuit public defender's office for the provision of criminal defense for indigent persons accused of violating city ordinances or state laws;

NOW THEREFORE, for and in consideration of the mutual covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

TERMS OF AGREEMENT

1. **The Public Defender's Office:** The Public Defender's Office shall provide the services of one (1) attorney employed by the Public Defender's Office (the "Attorney") at Municipal Court for one (1) arraignment calendar per month and one (1) trial/probation revocation calendar per month on specified court dates as they occur throughout the term of this Agreement and as scheduled and approved by the Judge of the Municipal Court. The Attorney shall arrive at the Municipal Court prior to commencement of the call of the court calendar for that court date, and shall remain available at said court date for representing qualified indigent defendants as needed until released by the Judge of the Municipal Court.

2. **The City:** The City shall compensate the Public Defender's Office at a rate of Three Hundred Dollars (\$300.00) per month, for a total of Three Thousand Six Hundred Dollars (\$3,600.00) per year, for the services of the Attorney as rendered to the Municipal Court. The Public Defender's Office shall invoice the City on a monthly basis for the Attorney's services.

3. **Term:** The initial term of this Agreement shall commence on January 1, 2019 and end on December 31, 2019, unless terminated earlier pursuant to this Agreement. Thereafter, the term of this Agreement shall automatically renew for successive one (1) year terms unless either Party provides written notice to the other at least thirty (30) days in advance of the end of the then existing term that it does not wish to renew the term of the Agreement. Either Party may terminate this Agreement at any time upon thirty (30) days prior written notice to the other Party.

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

5. **Modification**: Any change, alteration, deletion, or addition to the terms set forth in this Agreement must be in the form of a written modification signed by both Parties.

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

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

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

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

CITY OF MONROE, GEORGIA

By: _____
John S. Howard
Mayor

Attest: _____
Name: _____
Title: _____

[SEAL]

Alcovy Judicial Circuit Public Defender's Office

Anthony S. Carter, Circuit Public Defender, Alcovy
Judicial Circuit

Dale R. "Bubba" Samuels, Judge, City of Monroe
Municipal Court



To: City Council
From: Logan Propes
Department: Administration
Date: 12/04/2018
Subject: Resolution Authorizing the Urban Redevelopment Agency of the City of Monroe, Georgia

Budget Account/Project Name: N/A

Funding Source: General Fund – N/A

Budget Allocation: N/A

Budget Available: N/A

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

Description:

Staff recommends the Council approve the resolution authorizing the Urban Redevelopment Agency of the City of Monroe, Georgia to exercise powers under the Urban Redevelopment Law.

Background:

In order to create another major tool for redevelopment in Monroe, and in this case as conduit for financing the Walton Plaza Renovation and sale of the existing police station building in downtown, staff is requesting that the Urban Redevelopment Powers be delegated to the Downtown Development Authority by creation of the Monroe Urban Redevelopment Agency (URA) whose members will hold separate meetings just as the DDA and CVB do currently.

Attachment(s):

Resolution

A RESOLUTION AUTHORIZING THE URBAN REVELOPMENT AGENCY OF
THE CITY OF MONROE, GEORGIA TO EXERCISE POWERS UNDER THE
URBAN REDEVELOPMENT LAW

WHEREAS, the Urban Redevelopment Law of the State of Georgia ("Urban Redevelopment Law") created in the City of Monroe, Georgia (the "City") a public body corporate and politic to be known as the "Urban Redevelopment Agency of the City of Monroe, Georgia" (the "Agency"); and

WHEREAS, Urban Redevelopment Law allows the Agency to exercise the "urban redevelopment project powers" (as defined in the Urban Redevelopment Law) provided that the City determines that it is in the public interest for the Agency to exercise such powers; and

WHEREAS, the City desires that the Agency exercise the urban redevelopment project powers.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, Georgia, as follows:

1. Findings. It is hereby found, determined, and declared that it is in the public interest for the Agency to exercise the urban redevelopment project powers.

2. Election. The Agency is hereby activated to the extent required by the Urban Redevelopment Law. The City hereby elects to have the Agency exercise the urban redevelopment project powers. The City reserves the right to revoke such election provided that the revocation does not impair any of the Agency's contracts.

3. Agency Composition. The Board of Commissioners of the Agency shall have the same number of commissioners as there are members of the Downtown Development Authority of the City of Monroe (the "Authority"). The terms of office of the commissioners shall be (a) coterminous with the Authority members' terms of office if the members of the Authority are appointed as the commissioners of the Agency and (b) three years if the members of the Authority are not appointed as the commissioners of the Agency (a "Non-Authority Board"); provided, however, in the case of a Non-Authority Board, the terms of office for the initial commissioners shall be staggered so that not more than three terms expire on the same date.

4. Agency Members and Officers. The Mayor, with the advice and consent of the City Council, hereby appoints the members of the Authority as the commissioners of Board of Commissioners of the Agency. The Mayor, with the advice and consent of the City Council, hereby appoints the Chairman of the Authority as the Chairman of the Agency and the Vice-Chairman of the Authority as the Vice-Chairman of the Agency. The Board of Commissioners hereinbefore appointed shall organize itself, carry out its duties and responsibilities, and exercise its powers and prerogatives in accordance with the terms and provisions of the Urban Redevelopment Law as it now exists and as it might hereafter be amended or modified. A copy of this resolution is on file with the City Clerk and shall serve as the certificate of appointment required by the Urban Redevelopment Law.

5. Effective Date. This resolution shall be effective immediately upon its adoption.

6. Repeal. All resolutions or ordinances in conflict with this resolution are hereby repealed.

ADOPTED this 11th day of December, 2018.

CITY COUNCIL OF THE CITY OF MONROE,
GEORGIA

By: _____
Mayor

(SEAL)

Attest:

By: _____
Clerk

CITY CLERK'S CERTIFICATE

The undersigned Clerk of the City of Monroe, Georgia (the "City") DOES HEREBY CERTIFY that the foregoing pages of typewritten matter constitute a true and correct copy of a resolution adopted on December 11, 2018 by the City Council of the City of Monroe, Georgia (the "City Council") in a meeting duly called and assembled and at which a quorum was present and acting throughout, and that the original of the foregoing resolution appears of public record in the Minute Book of the City Council, which is in my custody and control.

GIVEN under my hand and the seal of the City, this 11th day of December, 2018.

(SEAL)

City Clerk



To: City Council
From: Logan Propes
Department: Administration
Date: 12/04/2018
Subject: 2018 Plan Amendment to the 2008 City of Monroe Redevelopment Plan

Budget Account/Project Name: N/A

Funding Source: General Fund – N/A

Budget Allocation: N/A

Budget Available: N/A

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

Description:

Staff recommends the Council approve the 2018 Plan Amendments as proposed to the 2008 Redevelopment Plan.

Background:

In 2008 the City Council created an ambitious redevelopment master plan document to guide staff with a vision for various urban redevelopment projects. This plan also became the groundwork for many grant-funded projects as a result, such as the N. Broad LCI street scape, S. Broad TE streetscape, among others. To date the city has accomplished or put into motion a great number of the projects in the plan.

In order to expand on the plan and include areas just outside the scope of the original plan, staff is recommending updating the plan document to include the Walton Plaza Shopping Center and areas around the old shopping center that was purchased by the city in December 2016. Doing so will help the city unlock additional doorways to redevelopment of these areas, specifically the Walton Plaza Shopping Center which is planned to house a new police station and municipal court complex in one section.

A public hearing regarding the plan amendment will be held on December 4, 2018 with adoption planned for December 11, 2018.

Attachment(s):

- 1) Resolution with 2018 Plan Amendment to the 2008 Redevelopment Plan. 2) 2008 Redevelopment Plan

A RESOLUTION APPROVING AN AMENDMENT OF THE REDEVELOPMENT PLAN OF THE CITY OF MONROE

WHEREAS, the City Council of the City of Monroe, Georgia (the "City") adopted an ordinance on July 8, 2008 (a) finding that "one or more 'slum areas' (now known as "pockets of blight") exist in the City and the rehabilitation, conservation, or redevelopment, or a combination thereof, of such area or areas is necessary in the interest of the public health, safety, morals, or welfare of the residents of the City (the "Prerequisite Finding"), (b) determining that a certain area within the City (the "Area") is a slum area and designating the Area as appropriate for an urban redevelopment project (the "Area Finding and Designation") and (c) approving the City's 2008 Redevelopment Plan (the "Original Plan"), all in accordance with the Urban Redevelopment Law of the State of Georgia ("Urban Redevelopment Law"); and

WHEREAS, the City has determined that it should amend the Original Plan in order to include a description of an urban redevelopment project under consideration by the City (the "Project"), all as more fully set forth in the 2018 Plan Amendment attached hereto as Exhibit A (the "Amendment"); and

WHEREAS, the Urban Redevelopment Law provides that the City shall not approve an urban redevelopment plan or a substantial modification thereof or amendment thereto for an urban redevelopment area unless the City Council has (a) made the Area Finding and Designation, (b) held a public hearing on the urban redevelopment plan or substantial modification thereof or amendment thereto (the "Public Hearing") after a public notice (the "Notice") thereof is published in a newspaper having a general circulation in the area of operation of the City and (c) made certain additional findings; and

WHEREAS, the City published the Notice and held the Public Hearing as required by the Urban Redevelopment Law.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Monroe, Georgia, as follows:

1. Findings and Designations. The Prerequisite Finding and the Area Finding and Designation are hereby ratified and reaffirmed. It is hereby found, determined, and declared that (a) no families will be displaced from the Area, and therefore no method for relocation of such families need be provided, (b) the Amendment conforms to the general plan of the City as a whole, (c) the Amendment will afford maximum opportunity, consistent with the sound needs of the City as a whole, for the rehabilitation or redevelopment of the Area by private enterprise and (d) the Amendment constitutes an appropriate part of the City's workable program for utilizing appropriate private and public resources to eliminate and prevent the impairment of the sound growth of the City and to encourage needed urban rehabilitation all as set forth in the Urban Redevelopment Law.

2. Approval of Amendment and Project. The Amendment and the Project are hereby approved.

3. Effective Date. This resolution shall be effective immediately upon its adoption.

4. Repeal. All resolutions or ordinances in conflict with this resolution are hereby repealed.

ADOPTED this 11th day of December, 2018.

CITY COUNCIL OF THE CITY OF MONROE,
GEORGIA

By: _____
Mayor

(SEAL)

Attest:

By: _____
Clerk

Exhibit A

City of Monroe
2008 Redevelopment Plan
2018 Plan Amendment

The City of Monroe 2008 Redevelopment Plan is hereby modified by adding the following to the Plan where outlined:

In Chapter 5, Implementation Strategy, Section 5.2, delete the first two paragraphs of that section and replace with the following in lieu thereof:

The City of Monroe has created the City of Monroe Urban Redevelopment Agency (“URA”) as of December, 2018. The URA Board of Commissioners shall be comprised of all active members of the current Downtown Development Authority of the City of Monroe and those others as selected from time to time by the Mayor with the advice and consent of the Council. The URA may exercise any redevelopment authority outlined in the Code for the purpose of implementing the redevelopment plan.

The URA will serve as the redevelopment agency for the purposes of this Redevelopment Plan and will assume all powers and responsibilities outlined in OCGA 36-44-5 including:

ADD the following Chapter 6 to the Plan:

Chapter 6

6.1 Introduction

OCGA 36-61-2(25) defines all projects that are eligible for undertaking by the City in accordance with the City’s 2008 Redevelopment Plan. This Chapter of the Plan describes general projects that should be implemented as part of the City’s efforts to execute the Plan as well as identifies specific projects that the City wants to see developed to help meet the goals of the Plan.

6.2 General Projects

RESERVED

6.3 Specific Projects

The City from time to time will identify certain projects located within the Plan Area that are determined by the City to be in the best interests of the City and projects that will further promote the goals and objectives of the Plan. Specific projects may be identified both in short term and long range planning whether funding mechanisms are or are not currently available for such projects.

6.3.1 Renovation, Repurposing and Infill Development of the Walton Plaza Shopping Center

The East Spring Street Corridor that lies in the Plan Area has seen significant large commercial/institutional parcels become vacant and underutilized over the past several years. Specifically, the following properties have been or become vacant and/or underutilized in the East Spring Street Corridor area of the Plan Area:

- a. Large Portions of the old Monroe Area High School parcel located off N Hammond Drive and Blaine Street
- b. The old Blaine Street Elementary School campus off Blaine Street
- c. The old National Bank of Walton County Bank Branch off E Spring St
- d. The old Walton Plaza Shopping Center off Blaine Street
- e. The old Piggly Wiggly Shopping Center off E Spring St
- f. The old DFACS building off E Spring St

Some limited repurposing of these large buildings and parcels has occurred in recent years but many large parcels remain vacant or underutilized in this part of the Plan Area. One key, centrally-located parcel in this area is the old Walton Plaza Shopping Center located off Blaine Street. The City plans to renovate, repurpose and infill develop this 8.835 acre parcel located at 140 Blaine Street in an effort to revitalize this currently underperforming commercial node of the City and promote more and varied housing options in the City centered around a mixed-use project that has a municipal purpose and use as its anchor occupant (the “Project”).

The general scope of the first phase of the Project will be the renovation and repurposing of the 1996 building containing approximately 34,036 square feet originally constructed to house a Food Lion store located at 140 Blaine Street. The City plans to use the 1996 Food Lion building which was left in very good, “white box” condition for the relocation of the City’s police department headquarters and the City of Monroe Municipal Court. The remainder of the shopping center (approximately 58,980

square feet) that dates to the 1970's will be rehabilitated by the City at a future date in subsequent phases of the Project along with a complete master planning of the site and the selling of outparcel sites to private developers for a mixed-use infill development with residential options around the municipal complex as an economic catalyst to help revitalize the East Spring Street corridor which is wholly located within the Area. Additionally, completion of the first phase of the Project will allow the City to free up property owned by the City now currently housing the Police Department and the Municipal Court located in the downtown central business district off South Broad Street (the building is commonly known as the Milner-Aycock Building). The City will partner with the Monroe DDA to market the Milner-Aycock Building for sale to new businesses looking to relocate into the CBD of Downtown Monroe. Additionally, public parking facilities currently located in the Downtown CBD will be freed up for use by the general public that are now currently used primarily by the Monroe Police Department.

The completion of this Project will meet at least three of the objectives of the Plan outlined in Section 1.3 hereinabove, namely:

- a. Expanding the range of housing choices within the Area. Specifically, this Project will offer an opportunity for live/work and urban loft units above retail/commercial space;
- b. Adaptive reuse of a currently obsolescent commercial site for a mixed-use project;
- c. Removes another impediment (decreases City-owned Property in the core CBD) to recruiting new more upscale businesses to the historic business district.

CITY CLERK'S CERTIFICATE

The undersigned Clerk of the City of Monroe, Georgia (the "City") DOES HEREBY CERTIFY that the foregoing pages of typewritten matter constitute a true and correct copy of a resolution adopted on December 11, 2018 by the City Council of the City of Monroe, Georgia (the "City Council") in a meeting duly called and assembled and at which a quorum was present and acting throughout, and that the original of the foregoing resolution appears of public record in the Minute Book of the City Council, which is in my custody and control.

GIVEN under my hand and the seal of the City, this 11th day of December, 2018.

(SEAL)

City Clerk



2008 Redevelopment Plan

Chapter 1 Introduction

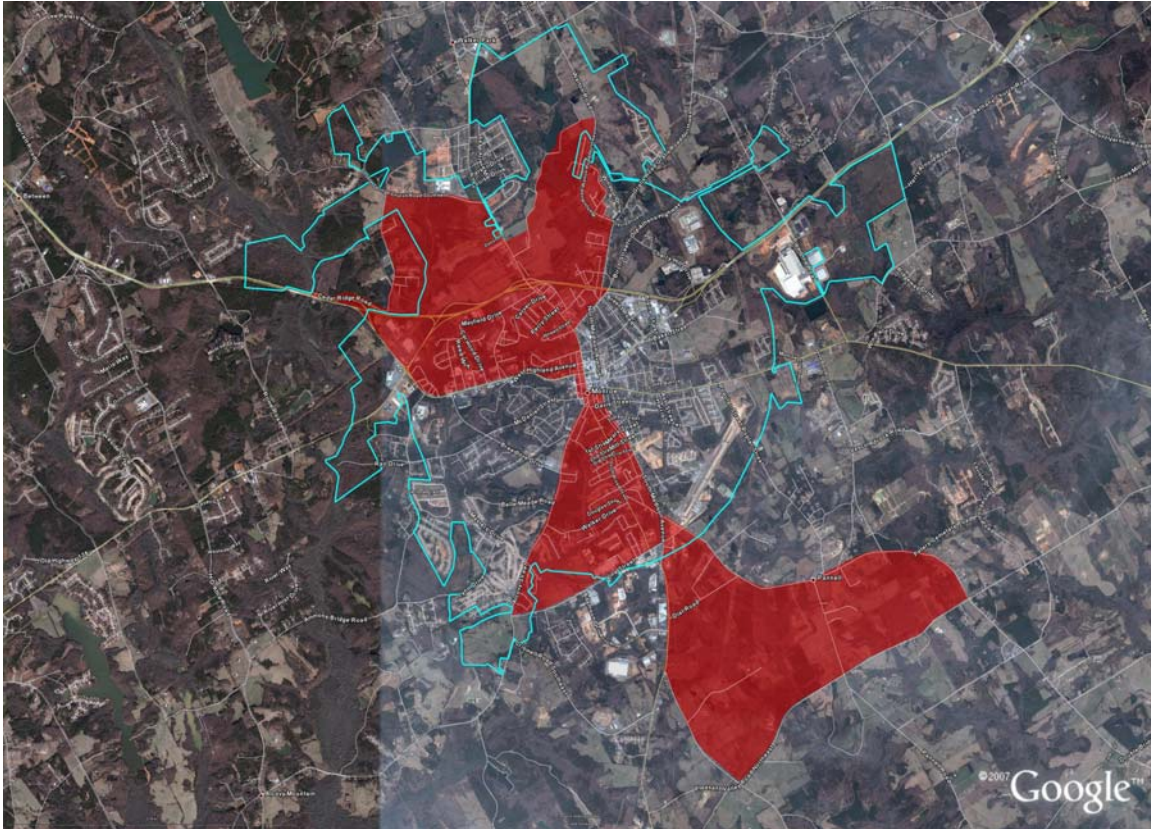
1.1 History and Background

Originally called “Spring Place,” the county seat for Walton County was set aside in 1820 just two years after the creation of the County. Renamed Monroe to honor the fifth president of the United States, James Monroe, the small community began to grow immediately into a thriving center of government and commerce. Monroe was spared by Sherman’s troops during the Civil War and began to grow into a center for the agricultural community and as a location for textile manufacturing.

Monroe is located almost midway between Atlanta and Athens, Georgia along US Highway 78. In recent years, Monroe has benefited from its strategic location in Walton County and in the region and has attracted several significant industries to the area. However, in recent years growth and development in unincorporated Walton County has been more robust than within the city, and Monroe lags behind the county as a whole in several indicators of economic vigor.

This document is an update of the City of Monroe’s Urban Redevelopment Plan, first adopted in March 2007. The revised plan has been prepared and adopted pursuant to the procedural and planning requirements of the Georgia Urban Redevelopment Act (O.C.G.A. 36-61-1 et seq.) to allow the City to take advantage of the redevelopment powers enabled by the law. The plan has been updated to revise the boundaries of the URA district and to update the City’s redevelopment strategy based on current and projected economic, physical and demographic conditions. The document also incorporates findings and recommendations from recent planning studies. Some of the implementation strategies have been revised based on recent changes to several of Georgia’s redevelopment statutes and the availability of new state-level development tool and programs.

As demonstrated by the map below the census block groups with poverty rate greater than 15% fall primarily within the city. The city's housing stock and commercial activity centers also tend to be older and in worse physical condition than those in other parts of Walton County.



The redevelopment district itself is a diverse area comprised of aging mill villages, transitioning or dysfunctional commercial corridors, portions of the historic downtown business district in need of infrastructure improvements and a number of deteriorated or declining neighborhoods. Also included are some undeveloped riparian areas and brownfields that are targeted for public infrastructure improvements. While not all buildings within the redevelopment area may be categorized as blighted, the redevelopment area boundaries have been drawn to encompass neighborhoods and commercial areas that are less prosperous than average and unlikely to improve from private market forces alone as well as parcels that the city has targeted for infrastructure improvements, special public projects and potential public/private partnerships. These

boundaries will ensure that most of the blighted structures or parcels and most low-income property owners in Monroe have access to economic tools, business recruitment incentives and rehabilitation funding needed to remove slum and blight or to prevent its spread.

As Walton County continues to grow and prosper, this plan is envisioned to help the residents of these neighborhoods with opportunities for improved housing and better access to employment.

Authority

1.2 Legislative Background

The Urban Redevelopment Act was adopted in 1955 and has been revised several times since its inception.

By adopting a Redevelopment Plan, a community can effectively use its statutory powers to improve public services and infrastructure, encourage private investment, and eliminate those conditions that have caused the area to be blighted.

The Urban Redevelopment Act allows local governments to do several useful things that would be problematic under their basic governmental powers including purchasing blighted property and reselling it to private parties redevelopment purposes under whatever prices and terms are deemed in the best interest of the community, executing long term contracts of up to 50 years with housing authorities, downtown development authorities, urban redevelopment agencies or private entities, issuing revenue bonds or even General Obligation Bonds to accomplish the purposes of the Act, and waiving building codes and other fees within the development area to achieve the goals established in the URA Plan. The Act also strengthens the City's ability to enforce development and building codes and allows it to establish design standards that may be more stringent or specific in terms of aesthetics than typical zoning ordinances.

To access these special redevelopment powers defined in OCGA 36-71, a local government must first adopt a resolution determining that the redevelopment area qualifies as a “slum” as defined in the Act, and that it is in the best interest of the community to adopt and pursue a redevelopment plan and utilize it’s redevelopment powers under the Act. This “finding of necessity” resolution was adopted by the city for the original Urban Redevelopment Plan in 2007 and will be renewed as a procedural detail of amending the City’s Urban Redevelopment Plan.

The Urban Redevelopment Act defines "Slum area" as:

“an area in which there is a predominance of buildings or improvements, whether residential or nonresidential, which by reason of dilapidation, deterioration, age, or obsolescence; inadequate provision for ventilation, light, air, sanitation, or open spaces; high density of population and overcrowding; existence of conditions which endanger life or property by fire and other causes; or any combination of such factors is conducive to ill health, transmission of disease, infant mortality, juvenile delinquency, or crime and is detrimental to the public health, safety, morale, or welfare. ‘Slum area’ also means an area which by reason of the presence of a substantial number of slum, deteriorated, or deteriorating structures; predominance of defective or inadequate street layout; faulty lot layout in relation to size, adequacy, accessibility, or usefulness; unsanitary or unsafe conditions; deterioration of site or other improvements; tax or special assessment delinquency exceeding the fair value of the land; the existence of conditions which endanger life or property by fire and other causes; by having development impaired by airport or transportation noise or by other environmental hazards; or any combination of such factors substantially impairs or arrests the sound growth of a municipality or county, retards the provisions of housing accommodations, or constitutes an economic or social liability and is a menace to the public health, safety, morals, or welfare in its present condition and use.” (O.C.G.A. 36-61-2)

1.3 Objectives

The primary objectives of the City in implementing this Redevelopment Plan are to:

- Remove existing blighting conditions threatening public health, safety, and welfare.
- Provide incentives and mechanisms to promote private investment in blighted and underutilized parts of the city.
- Create new jobs and businesses within and in proximity to the redevelopment area to provide a better quality of life to local residents and particularly low-to-moderate income households.
- Expand the range of housing choices available within the redevelopment area (examples: live/work units, cottage zoning featuring small fee-simple detached bungalows clustered around common open space, mixed use units above or proximate to commercial buildings, townhouses, converted industrial lofts, condominiums, and even cohousing.)
- Encourage home ownership for all interested City residents regardless of income through more active participation in innovative state housing programs and participation by local lending institutions.
- Convert currently vacant and dilapidated rental units within the redevelopment area to affordable owner occupied dwellings;
- Codify the City's desired development results by updating zoning codes (a priority activity under the plan) and as a short term measure while development codes are being provided legally enforceable guidance to property owners and developers on building placement, greenspace requirements, pedestrian amenities, public art, sidewalks, landscaping, screened parking;
- Invest in upgrading public amenities and improving obsolete or inadequate infrastructure in the Redevelopment Area, signifying local government's long-term commitment to the revitalization of the entire City;

- Identify impediments to redevelopment such as outdated land development codes and specify changes that need to be made to ensure the City's vision is properly codified;
- Participate using the redevelopment power granted by the statute in public/private partnerships to adaptively reuse old mill sites, industrial brownfields, obsolescent schools and other public facility sites for mixed use projects or other beneficial uses;
- Reduce crime and provide safer, cleaner and more attractive neighborhoods and commercial areas;
- Increase the long-term tax base of Monroe and Walton County;
- Remove any impediments to recruiting new more upscale businesses to the historic business district, or to branding and marketing downtown Monroe as Walton County's cultural tourism, arts and entertainment center;
- Preserve the integrity of the City's historic neighborhoods and provide assistance and incentives through tax credits and other tools for property owners investing in saving and restoring historic buildings;
- Meet the requirements for City to apply to the Georgia Department of Community Affairs for Opportunity Zone and CDBG Revitalization Area Strategy (RAS) designation. (See page x)

Chapter 2 Documentation of Slum and Blight

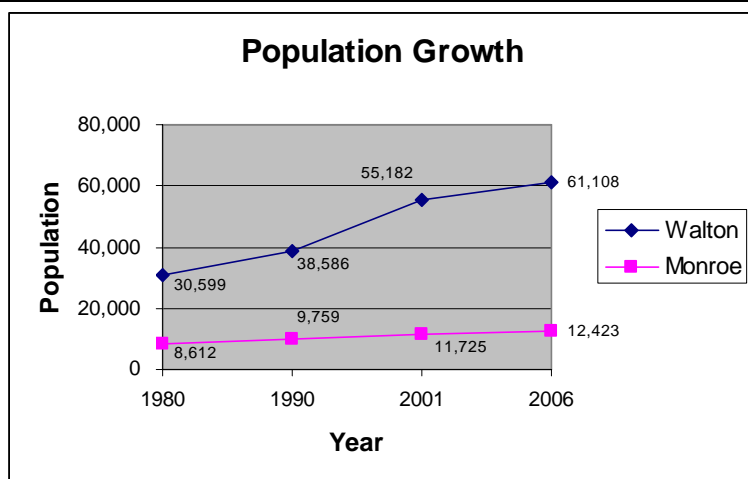
2.1 Summary of Findings

In general, due to various blighting conditions, parts of the City identified herein as the Monroe Redevelopment Area have experienced declining economic and social conditions that have discouraged private investment and lowered the quality of life for the community's residents.

The Redevelopment Area is generally characterized by its economic and social deterioration and slum conditions threatening public safety and welfare. The identification of slum and blight has been established under the Urban Redevelopment Act as a matter for local legislative determination. The City has made its determination of redevelopment area boundaries by examining the confluence of a number of economic social and physical indicators. Where data could not be precisely disaggregated for the study area, disparities between the City of Monroe and Walton County never the less establish certain trends and support the need for this Redevelopment Plan. The remainder of this section highlights some of the more important data to support a finding of slum and blight.

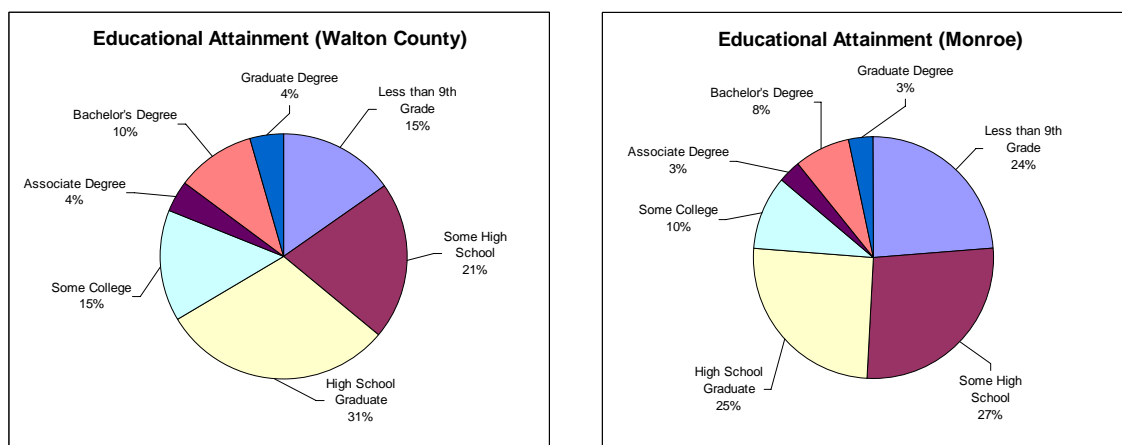
Population

Between 1990 and 2001, Monroe's population grew by 20.1% while Walton County's increased by 43%. This clearly indicates that Monroe has not experienced the same level of growth as the remainder of Walton County and its region. (2000 Census numbers indicate even more profound growth in Walton County)



Source: Claritas Inc.

Educational Attainment



Source: Claritas Inc.

The figures above represent the most recent available information on education attainment, the 1990 Census. The charts show that over 50% of the City of Monroe's residents greater than 25 years old are not high school graduates with nearly a quarter having never attended high school.

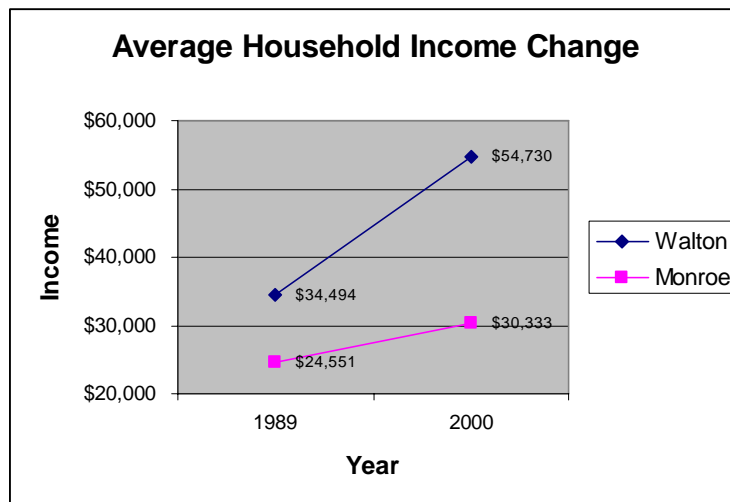
While some of the statistics examined are for the entire City of Monroe rather than the specific redevelopment area, they are representative of the economic and social deterioration that has existed in the area. It can safely be assumed that the figures above would provide an even more discouraging perspective if available for the smaller project area.

Crime and Unemployment

Other indicators such as crime and unemployment further support the area's need for redevelopment. While unemployment figures cannot be disaggregated for the urban redevelopment area, the City's overall unemployment rate is 7%, as compared with 4.2% for Walton County as a whole and 5.8% statewide.

Poverty Levels

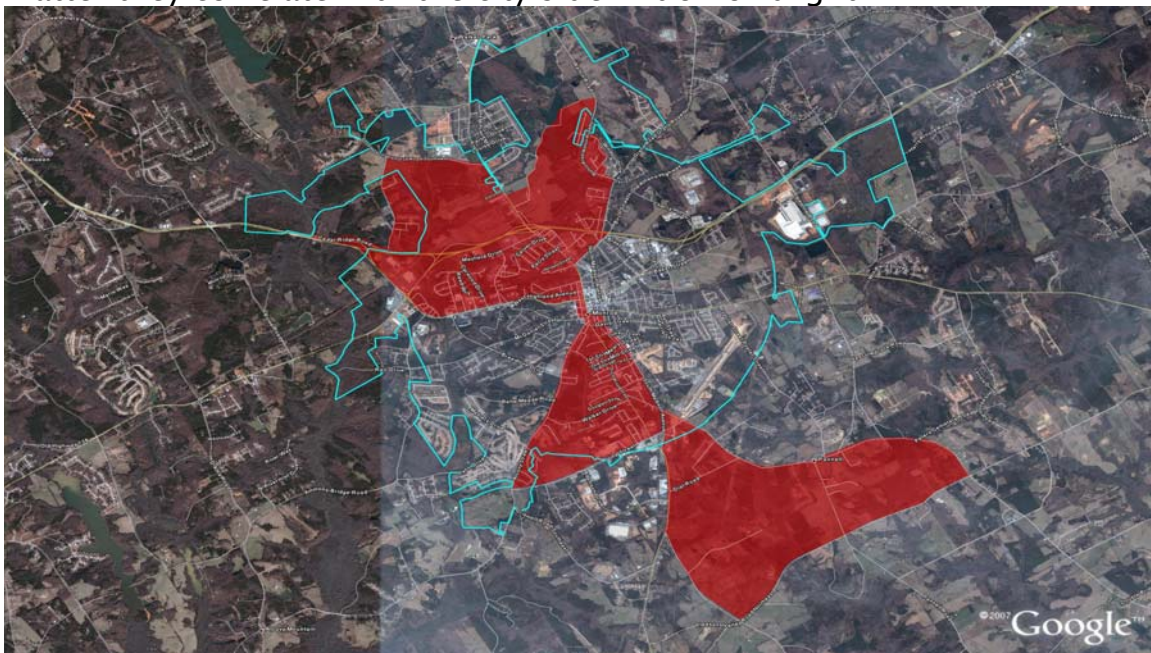
Average Household Income



Source: Claritas Inc.

An indicator of Monroe's lagging economy in relation to the region is household income. Essentially, between 1989 and 2001, Walton County's increase in household income has been double that of the City of Monroe, 58.7% versus 23.6%. In fact, 46% of Monroe's households have incomes less than \$20,000.

The map below indicates census block groups in the city in which 15% or more of the household live below the poverty level. While not every structure or home in these census blocks is in poor condition, a practical matter they correlate with the city's definition of blight.



Housing Conditions

Housing conditions in the Redevelopment Area vary, however the boundaries were drawn to encompass both neighborhoods so deteriorated as to currently qualify as slums and neighborhoods that have been declining in recent years, and are in danger of becoming blighted.

Other Indicators of Blight

Signs of potential blight analyzed to establish redevelopment area boundaries include:

- lower building permit activity than for the City as a whole;
- deferred property maintenance;
- greater number of dwelling units which do not meet current codes;
- conversion of owner occupied homes to rental uses,
- increase in long term vacancies and foreclosures; and
- a higher percentage of delinquent property taxes than for the county in general.

The City of Monroe has therefore determined that, due to the range of deleterious and blighting conditions outlined in this section, the redevelopment area has not been subject to growth and development through private enterprise and will not reasonably be anticipated to be developed without the adoption of this Redevelopment Plan.

2.2 Statement of Conformance

This Urban Redevelopment Plan is generally consistent with the City's existing Comprehensive Plan. Specific project initiated under the URA Plan will be added to the Comprehensive Plan's Short Term Work Program each time it is updated.

2.3 Historic Resources

There are a number of historic properties and districts within the Redevelopment Area, which are either listed on the National Register of Historic Places, eligible for listing on the National Register, within a locally designated historic district, or on the survey list of the Georgia Historic Resources Survey.

None of the general projects within this Redevelopment Plan call for any historic structure to be:

- (a) substantially altered in any way inconsistent with technical standards for rehabilitation; or
- (b) demolished unless feasibility for reuse has been evaluated based on technical standards for the review of historic preservation projects.

However, if any project presented in this plan, once detailed design has been made, results in any changes to an historic structure, appropriate procedures will be followed as outlined in Chapter 10 of Title 44, the “Georgia Historic Preservation Act” as well as Chapter 44 of Title 36, the “Redevelopment Powers Law.”

2.4 Relocation Strategy

The City redevelopment strategy will minimize involuntary relocation of residents and businesses by using a phased approach to addressing poor housing conditions.

If any project identified in the Redevelopment Plan results in the need to relocate any residents or businesses, relocation financing and procedures will be complied with as outlined in applicable State and Federal Law. Such laws include, but are not limited to, Chapter 4 of Title 22, “The Georgia Relocation Assistance and Land Acquisition and Policy Act” as

well as the Federal “Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.”

In order to further reduce the need for involuntary relocation of residents or businesses, redevelopment efforts and code inspections will focus first on vacant rental units and then on occupied rental units that appear to have significant health and safety concerns. Moderate income homeowners, the last to be approached, will not be required to make expensive repairs and will in some cases be eligible for state and federal housing rehab funding such as Community Development Block Grant (CDBG) funding. (See references to RAS application.)

Furthermore, it is anticipated that as private public/private partnerships result in new infill units and access to mortgage financing increases, many residents will choose to move out of more deteriorated properties and into better housing that is not significantly more expensive than their current units. As residents move out of the worst units in the redevelopment area the City can focus on requiring that these newly vacated units be brought up to code.

The city’s redevelopment strategy will seek to encourage private investment in infill development of approximately 90 lots that have been demolished due to health and safety issues. Rebuilding high quality affordable homes on these parcels will increase the housing supply in a broader range of prices and stabilize or increase property values in targeted neighborhoods.

While there will always be a need for some public housing, the city’s long range goal is to move families on housing assistance (that appear unable to qualify for home ownership programs) from traditional public housing projects to more scattered site public housing through the use of Section 8 vouchers and perhaps house them in some individual properties to be managed by the housing authority. Long-range plans may involve redeveloping some existing public housing sites as well as inactive school properties as more modern mixed-use projects that incorporate

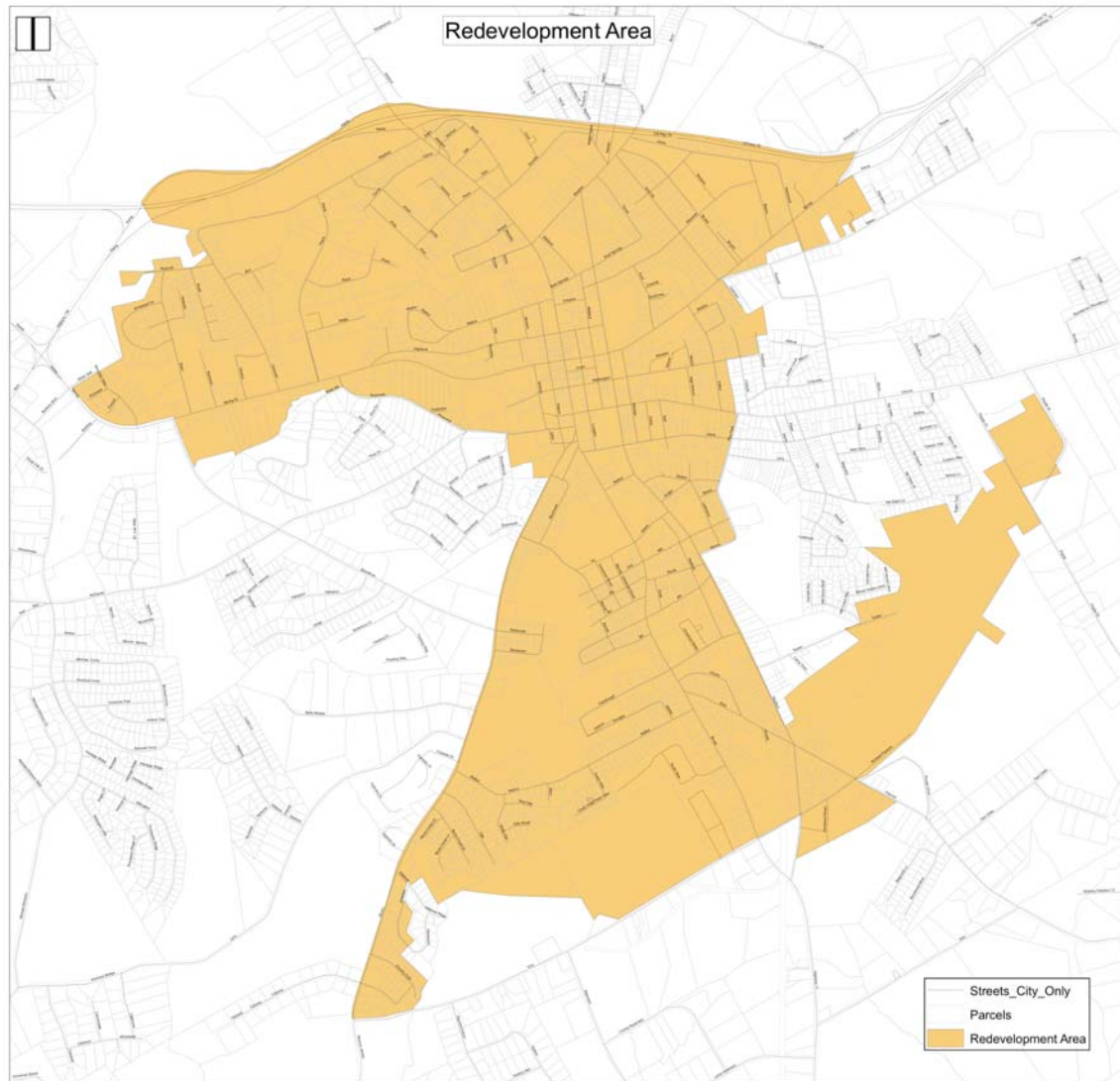
expanded recreational amenities and a broader range of unit costs. Some preexisting underutilized facilities may be reprogrammed specifically as independent living units for the elderly.

Local studies also show that there are significant barriers to home ownership within the city. The city will explore affordable housing programs available through the Georgia Department of Community Affairs to remedy these problems and strengthen residential neighborhoods. Where feasible, families in the redevelopment area will be offered credit counseling so that they can obtain mortgage financing and will be given access to special home ownership and down payment assistance programs.

Chapter 3 Description of Redevelopment Area

3.1 Boundary Description

The boundaries of the proposed Redevelopment Area are identified on the map below.



3.2 Current Conditions

Georgia State Code defines a redevelopment area as any urbanized or undeveloped area that is detrimental to public health, safety and welfare and whose sound growth is impaired due to a presence of any combination of the following factors:

- Predominant number of substandard, slum or deteriorating structures;
- Predominance of defective or inadequate street layout, inadequate parking, roadways, bridges, or public transportation facilities incapable of handling the volume of traffic flow into or through the area;
- Faulty lot layout in relation to size, adequacy, accessibility, or usefulness;
- Unsanitary or unsafe conditions;
- Deterioration of site or other improvements;
- The diversity of ownership, tax, or special assessment delinquency exceeding the fair market value of the land;
- Diversity of ownership on defective or unusual conditions of title which prevent or encumber the free alienability of land; or
- The existence of conditions which endanger life or property by fire and other causes.

The Code also identifies as redevelopment areas those areas, which are substantially underutilized by:

- Containing open lots or parcels of land;
- Containing a substantial number of buildings or structures which are 40 years old;
- Containing structures or buildings of relatively low value as compared to the value of structures or buildings in the vicinity;
- Having development impaired by airport and related transportation noise or by related environmental factors; or
- An area in which there is a shortage of housing that is affordable to low and moderate-income persons.

A parcel-by-parcel survey was conducted within the City of Monroe Redevelopment Area to assess conditions as they pertain to the Georgia State Code and the criteria for the definition of a redevelopment area. This survey indicated that growth and development of the Redevelopment Area is severely impaired due to the existence of many of the conditions of blight described above.

3.3 Structures

The overwhelming majority of the residential structures within the district are in various states of disrepair rendering them **substandard**. The attached map showing existing conditions categorizes each parcel by standard, deteriorated, dilapidated, vacant, and abandoned.

Standard structures are those which are in generally good condition without any significant deterioration. **Deteriorating structures** are those that are showing signs of a lack of maintenance and do not meet sections of minimum housing codes. These structures often have cracked and chipped paint, broken glass, loose or missing shingles, broken, inoperable, or boarded-up windows, and exist on overgrown lots. Virtually every residential street within the Redevelopment Area has a significant amount of these substandard buildings.

As can be seen on the existing conditions map, the largest concentrations of deteriorated structures are along Perry, Nowell, and West Marable Streets.

Over the past two years the City has aggressively worked toward clearing over 90 condemned structures that were vacant and past saving. The vacant lots where these houses stood represent a significant infill development opportunity.

Deteriorating buildings are not limited to residential areas. Almost every commercial building within the district shows its own level of deterioration such as cracked and crumbling masonry walls and foundations, broken glass, and boarded-up windows. Many of these buildings are deteriorating due to their age or simply because of neglect.

The City will consider acquiring these parcels as well as other tax delinquent properties for resale to private individuals or developers. In such cases, deed restrictions or covenants will be filed with the property deed to ensure that the conditions of sale run with the land.

3.4 Infrastructure

Other blighting conditions present within the area include substandard infrastructure such as **inadequate street layout, faulty lot layouts, and the deterioration of site and other improvements.**

While the overall system of roads in the City of Monroe is a modified grid pattern, the Redevelopment Area has an abundance of dead-end streets. Many of these are stub-outs to adjacent tracts and were perhaps built with continued development in mind. Of course, new development never occurred and the streets often dead-end into vacant property. Others were caused by the construction of Highway 78. In either case, the abundance of dead-ends creates an inefficient street system where access to fire and other safety vehicles is impaired. Similarly, many of the existing streets within the district are too narrow for emergency vehicles to effectively serve the homes. This is compounded when a narrow street also happens to be one of the dead-ends mentioned above.

While the city will seek TEA, LCI, LARP and other funding to support streetscape and transportation projects, the City's updated development ordinances will also contain provisions allowing private property owners and developers to meet their greenspace requirements by building streets or donating rights-of-way for the road connections identified on

the map below, thereby encouraging private contributions to expanding the City's road infrastructure. New regulations will also require grid connectivity in all new subdivision layouts.

Finally, in regards to infrastructure, there exist many parcels in the district, which have no access at all to roads. These **landlocked tracts**, in their present arrangement, are virtually insured of never being fully developed and utilized. Road improvements will be made or alternately land lots will be replatted to eliminate landlocked parcels.

Monroe, Georgia LCI Study Area: Transportation Projects

ID	Description	Type of Improvement	Engineering Year	Engineering Costs	ROW Year	ROW Costs	Construction Year	Construction Costs	Total Project Costs	Responsible Party	Funding Sources	Local Sources & Match Amount
Pedestrian												
T-1	Pedestrian Facility - Broad Street (Davis St to 2nd St)	Pedestrian	2008	\$312,000	2009	\$0	2010	\$2,080,000	\$2,392,000	City	TE Grant, LCI	\$790,400
T-2	Pedestrian Facility - N. Broad St. Marable St to US 78	Pedestrian	2010	\$330,000	2011	\$0	2012	\$2,200,000	\$2,530,000	City	LCI, TAD	\$506,000
T-3	Pedestrian Facility - Route to Park (and Street to new park)	Pedestrian	2012	\$75,000	2013	\$0	2014	\$900,000	\$975,000	City	TE Grant	\$190,000
T-4	Pedestrian Facility - Spring St	Pedestrian	2014	\$225,000	2015	\$0	2016	\$1,500,000	\$1,725,000	City	LCI, TAD, TE Grant	\$570,000
T-5	Pedestrian Facility - Albany St (Armory Bldg Rd to Sherwood Dr)	Pedestrian	2015	\$20,000	2016	\$0	2017	\$600,000	\$620,000	City	TE Grant	\$226,000
T-6	Sidewalk Masterplan Implementation (53,387 ft)	Pedestrian	Varies	\$778,310	n/a	\$0	Varies	\$5,175,400	\$5,953,710	City	SPLOST, COBG	\$1,811,380
T-6a	SR 11, Church St to Davis St (646 ft)	Pedestrian	2008	\$9,600	n/a	\$0	2008	\$64,600	\$74,200	City	SPLOST, COBG	\$22,610
T-6b	Owen St (1,517 ft)	Pedestrian	2009	\$22,755	n/a	\$0	2009	\$151,700	\$174,455	City	SPLOST, COBG	\$53,095
T-6c	Monroe St (322 ft)	Pedestrian	2008	\$7,630	n/a	\$0	2008	\$62,260	\$69,890	City	SPLOST, COBG	\$16,270
T-6d	N Midland Ave (732 ft)	Pedestrian	2008	\$10,980	n/a	\$0	2008	\$73,200	\$84,180	City	SPLOST, COBG	\$20,620
T-6e	Oak St (500 ft)	Pedestrian	2009	\$8,400	n/a	\$0	2009	\$58,000	\$66,400	City	SPLOST, COBG	\$19,400
T-6f	SR 11, Mayfield Dr to Sorrells St (1,533 ft)	Pedestrian	2009	\$23,895	n/a	\$0	2009	\$158,300	\$182,195	City	SPLOST, COBG	\$55,755
T-6g	Cook St (843 ft)	Pedestrian	2009	\$9,645	n/a	\$0	2009	\$64,300	\$73,945	City	SPLOST, COBG	\$22,505
T-6h	Bald Spring Ave (937 ft)	Pedestrian	2009	\$13,965	n/a	\$0	2009	\$83,100	\$97,065	City	SPLOST, COBG	\$32,585
T-6i	Midland Ave (246 ft)	Pedestrian	2010	\$3,720	n/a	\$0	2010	\$24,800	\$28,520	City	SPLOST, COBG	\$8,680
T-6j	2nd St (1,447 ft)	Pedestrian	2010	\$17,115	n/a	\$0	2010	\$114,100	\$131,215	City	SPLOST, COBG	\$39,935
T-6k	3rd St (812 ft)	Pedestrian	2010	\$12,150	n/a	\$0	2010	\$81,000	\$93,150	City	SPLOST, COBG	\$26,350
T-6l	4th St (923 ft)	Pedestrian	2010	\$13,845	n/a	\$0	2010	\$92,300	\$106,145	City	SPLOST, COBG	\$32,305
T-6m	Cook St (258 ft)	Pedestrian	2010	\$5,340	n/a	\$0	2010	\$35,600	\$40,940	City	SPLOST, COBG	\$12,460
T-6n	5th St (1,456 ft)	Pedestrian	2011	\$21,840	n/a	\$0	2011	\$145,600	\$167,440	City	SPLOST, COBG	\$50,960
T-6o	GW Center Dr (1,672 ft)	Pedestrian	2011	\$25,080	n/a	\$0	2011	\$167,200	\$192,280	City	SPLOST, COBG	\$58,520
T-6p	Mews St, from SR 11 to Madison Ave (711 ft)	Pedestrian	2011	\$10,665	n/a	\$0	2011	\$71,400	\$81,965	City	SPLOST, COBG	\$24,885
T-6q	Mayfield Dr (1,601 ft)	Pedestrian	2012	\$24,015	n/a	\$0	2012	\$160,100	\$184,115	City	SPLOST, COBG	\$56,035
T-6r	Mill St (1,467 ft)	Pedestrian	2012	\$22,005	n/a	\$0	2012	\$146,700	\$168,705	City	SPLOST, COBG	\$51,345
T-6s	Pine Road (354 ft)	Pedestrian	2012	\$5,310	n/a	\$0	2012	\$35,400	\$40,710	City	SPLOST, COBG	\$12,390
T-6t	Morris St, from SR 11 to Railroad St (711 ft)	Pedestrian	2013	\$10,665	n/a	\$0	2013	\$71,100	\$81,765	City	SPLOST, COBG	\$24,885
T-6u	Navel St (1,453 ft)	Pedestrian	2013	\$21,945	n/a	\$0	2013	\$146,300	\$168,245	City	SPLOST, COBG	\$51,205
T-6v	Southern Dr (394 ft)	Pedestrian	2013	\$5,760	n/a	\$0	2013	\$38,400	\$44,160	City	SPLOST, COBG	\$13,440
T-6w	Fowler St (1,828 ft)	Pedestrian	2013	\$27,390	n/a	\$0	2013	\$182,600	\$210,015	City	SPLOST, COBG	\$63,910

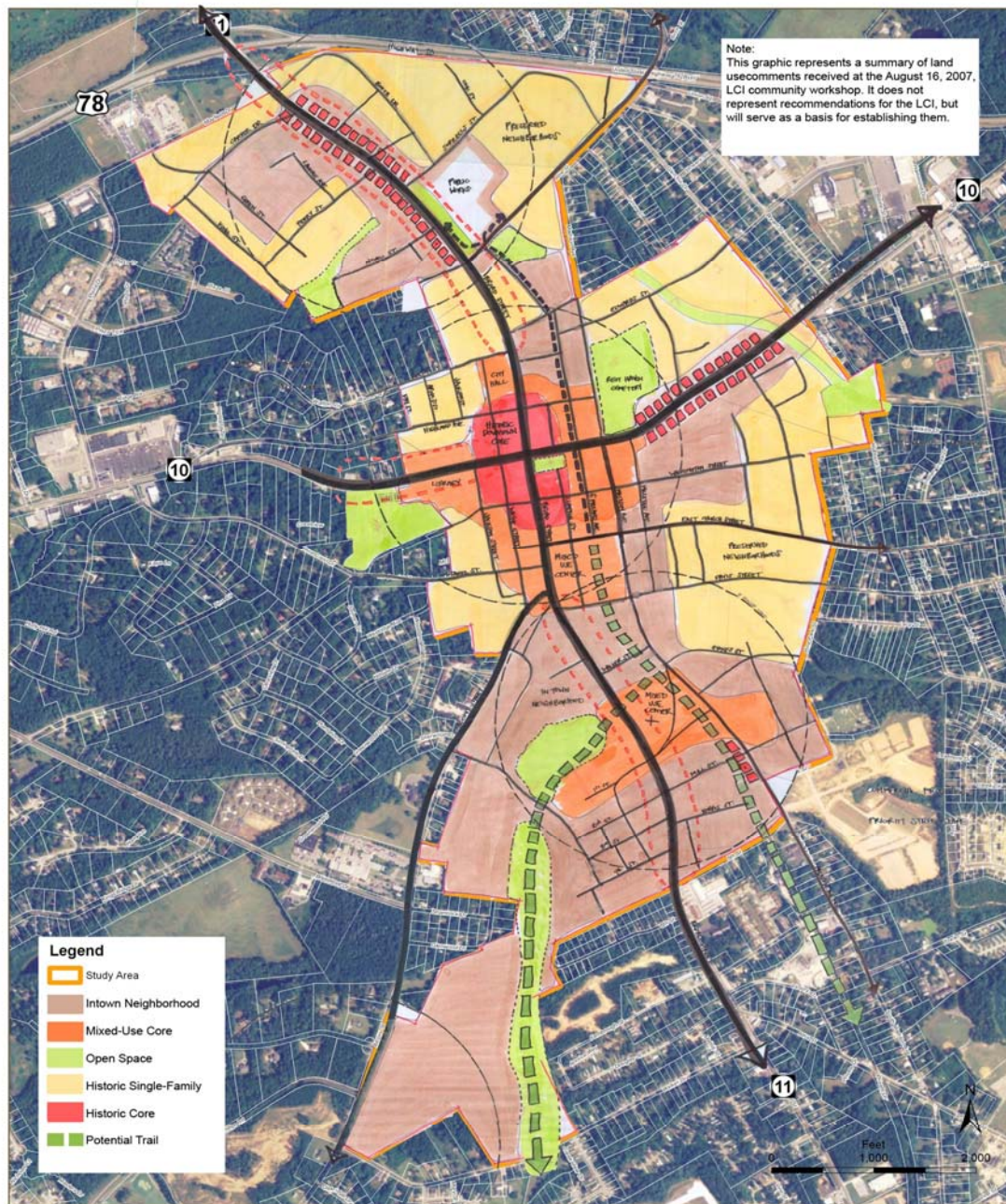
Monroe, Georgia LCI Study Area: Transportation Projects

ID	Description	Type of Improvement	Engineering Year	Engineering Costs	ROW Year	ROW Costs	Construction Year	Construction Costs	Total Project Costs	Responsible Party	Funding Sources	Local Sources & Match Amount
T-6x	W Marzette St (1,482 ft)	Pedestrian	2014	\$18,915	n/a	\$0	2014	\$128,100	\$145,015	City	SPLOST, COBG	SPLOST
T-6y	W Washington St (600 ft)	Pedestrian	2014	\$9,000	n/a	\$0	2014	\$60,000	\$69,000	City	SPLOST, COBG	SPLOST
T-6z	Walker Dr (528 ft)	Pedestrian	2014	\$7,920	n/a	\$0	2014	\$52,800	\$60,720	City	SPLOST, COBG	SPLOST
T-6aa	Hubbard St (1,014 ft)	Pedestrian	2014	\$15,210	n/a	\$0	2014	\$101,400	\$116,610	City	SPLOST, COBG	SPLOST
T-6bb	Ford St (1,107 ft)	Pedestrian	2015	\$16,315	n/a	\$0	2015	\$110,100	\$126,415	City	SPLOST, COBG	SPLOST
T-6cc	Milledge Ave (1,052 ft)	Pedestrian	2015	\$15,780	n/a	\$0	2015	\$105,200	\$121,000	City	SPLOST, COBG	SPLOST
T-6dd	N Wayne St (1,000 ft)	Pedestrian	2015	\$15,000	n/a	\$0	2015	\$100,000	\$115,000	City	SPLOST, COBG	SPLOST
T-6ee	S Wayne St (827 ft)	Pedestrian	2016	\$13,905	n/a	\$0	2016	\$92,700	\$106,605	City	SPLOST, COBG	SPLOST
T-6ff	Bell St (631 ft)	Pedestrian	2016	\$9,465	n/a	\$0	2016	\$63,100	\$72,565	City	SPLOST, COBG	SPLOST
T-6gg	Cooley St (829 ft)	Pedestrian	2016	\$8,435	n/a	\$0	2016	\$62,600	\$71,035	City	SPLOST, COBG	SPLOST
T-6hh	S Lumpkin St (649 ft)	Pedestrian	2016	\$9,735	n/a	\$0	2016	\$64,900	\$74,635	City	SPLOST, COBG	SPLOST
T-6ii	Coke St (318 ft)	Pedestrian	2016	\$7,740	n/a	\$0	2016	\$51,600	\$59,340	City	SPLOST, COBG	SPLOST
T-6jj	Knight St (590 ft)	Pedestrian	2016	\$8,650	n/a	\$0	2016	\$59,000	\$67,650	City	SPLOST, COBG	SPLOST
T-6kk	E 5th St (287 ft)	Pedestrian	2017	\$4,605	n/a	\$0	2017	\$26,700	\$31,305	City	SPLOST, COBG	SPLOST
T-6ll	Lawrence St (1,254 ft)	Pedestrian	2017	\$18,810	n/a	\$0	2017	\$128,400	\$147,210	City	SPLOST, COBG	SPLOST
T-6mm	Mears St, from Pine Park St to Lawrence St (300 ft)	Pedestrian	2017	\$4,500	n/a	\$0	2017	\$30,000	\$34,500	City	SPLOST, COBG	SPLOST
T-6nn	Norris St, from Pine Park St to S Madison Ave (344 ft)	Pedestrian	2017	\$8,510	n/a	\$0	2017	\$58,400	\$66,910	City	SPLOST, COBG	SPLOST
T-6oo	Unknown St, from 2nd to 4th (440 ft)	Pedestrian	2017	\$6,600	n/a	\$0	2017	\$44,000	\$50,600	City	SPLOST, COBG	SPLOST
T-6pp	Pine Park St (2,008 ft)	Pedestrian	2018	\$31,035	n/a	\$0	2018	\$208,900	\$239,935	City	SPLOST, COBG	SPLOST
T-6qq	Stones St (1,358 ft)	Pedestrian	2018	\$19,290	n/a	\$0	2018	\$126,600	\$145,890	City	SPLOST, COBG	SPLOST
T-6rr	Unknown St, from 2nd to 6th (452 ft)	Pedestrian	2018	\$6,780	n/a	\$0	2018	\$45,200	\$51,980	City	SPLOST, COBG	SPLOST
T-6ss	Laurine Ave (895 ft)	Pedestrian	2019	\$13,425	n/a	\$0	2019	\$89,500	\$102,925	City	SPLOST, COBG	SPLOST
T-6tt	Alley (218 ft)	Pedestrian	2019	\$3,270	n/a	\$0	2019	\$21,800	\$25,070	City	SPLOST, COBG	SPLOST
T-6uu	Barrett St (1,501 ft)	Pedestrian	2019	\$28,515	n/a	\$0	2019	\$190,100	\$218,615	City	SPLOST, COBG	SPLOST
T-6vv	Colquhoun St (204 ft)	Pedestrian	2020	\$4,560	n/a	\$0	2020	\$30,400	\$34,960	City	SPLOST, COBG	SPLOST
T-6ww	Day St (288 ft)	Pedestrian	2020	\$5,570	n/a	\$0	2020	\$36,600	\$42,170	City	SPLOST, COBG	SPLOST
T-6xx	E Washington St (1,220 ft)	Pedestrian	2020	\$18,300	n/a	\$0	2020	\$122,000	\$140,300	City	SPLOST, COBG	SPLOST
T-6yy	Green St (2,120 ft)	Pedestrian	2020	\$31,800	n/a	\$0	2020	\$212,000	\$243,800	City	SPLOST, COBG	SPLOST
T-6zz	Hugh School Ave (832 ft)	Pedestrian	2021	\$9,480	n/a	\$0	2021	\$63,200	\$72,680	City	SPLOST, COBG	SPLOST
T-6aaa	King St (1,015 ft)	Pedestrian	2021	\$15,225	n/a	\$0	2021	\$101,500	\$116,725	City	SPLOST, COBG	SPLOST

Monroe, Georgia LCI Study Area: Transportation Projects

ID	Description	Type of Improvement	Engineering Year	Engineering Costs	ROW Year	ROW Costs	Construction Year	Construction Costs	Total Project Costs	Responsible Party	Funding Sources	Local Source & Match Amount
T-8b-b	Molley Cr (1,102 ft)	Pedestrian	2021	\$16,620	n/a	\$0	2021	\$110,800	\$115,000	City	SPLOST, CDBG	SPLOST
T-8c-c	Nelson St (533 ft)	Pedestrian	2021	\$7,695	n/a	\$0	2021	\$53,300	\$68,310	City	SPLOST, CDBG	SPLOST
T-8d-d	Northview St (344 ft)	Pedestrian	2021	\$5,160	n/a	\$0	2021	\$34,400	\$39,560	City	SPLOST, CDBG	SPLOST
T-8e-e	Public Alley (861 ft)	Pedestrian	2022	\$13,365	n/a	\$0	2022	\$8,100	\$102,465	City	SPLOST, CDBG	SPLOST
T-8f-f	Public Alley, from E Washington St to dead end (358 ft)	Pedestrian	2022	\$5,370	n/a	\$0	2022	\$33,600	\$41,170	City	SPLOST, CDBG	SPLOST
T-8h-h	Public Alley, from Walton St to Highland Ave (429 ft)	Pedestrian	2022	\$6,300	n/a	\$0	2022	\$42,000	\$48,300	City	SPLOST, CDBG	SPLOST
T-7	Public alley upgrades between Broad and Wayne in downtown core	Pedestrian	2013	\$13,500	n/a	\$0	2015	\$90,000	\$103,500	City	SPLOST, TAD, CDBG	SPLOST, TAD
Streets												
T-10	Madison Avenue Upgrade	Vehicular/Pedestrian	2013	\$900,000	2014	\$400,000	2015	\$8,900,000	\$9,300,000	City	SPLOST, TAD	SPLOST, TAD
T-11	Truck Road	Vehicular	2009	\$250,000	2010	\$300,000	2011	\$2,550,000	\$2,900,000	City	SPLOST	SPLOST
T-12	Avondale Connector	Vehicular/Pedestrian	2010	\$150,000	2010	n/a	2011	\$1,150,000	\$1,300,000	Private	City, Private	TAD
T-13	Study of Broad Street/Alcoy Street and Broad Street/Alcoy Street Intersections	Vehicular/Pedestrian	2011	\$15,000	n/a	\$0	0	\$0	\$15,000	Private, City	City, Private	SPLOST, TAD
Other Transportation Improvements												
T-20	Park-and-Ride Lot at US 78 and US 11 (112 Oak Street, old school central offices)	Transit/Vehicular	2013	\$100,000	2014	\$800,000	2015	\$1,050,000	\$1,850,000	GRTA, GDOT	FIA, GRTA, GDOT	n/a
T-21	Special Events Shuttle	Transit/Vehicular	n/a	\$0	n/a	\$0	Annually	\$0	\$15,000	Private, DDA	Private	DDA, Private
T-22	Broad Street Signal Timing	Pedestrian/Roadway Operations	2010	\$75,000	n/a	\$0	2011	\$500,000	\$575,000	GDOT	Bond Fund, "Fast Forward" program	n/a
T-23	Traffic Calming Devices	Roadway Operations	2010	\$4,500	n/a	\$0	2011	\$30,000	\$34,500	City	SPLOST	SPLOST
T-24	Multi-Use Trails	Pedestrian/Bicycle	2011	\$375,000	n/a	\$0	2013	\$7,500,000	\$2,875,000	City, Private, PATH Organization	TE, SPLOST, TAD, Private	SPLOST, Private, TAD
T-24a	Walton Mills to Avondale Mills	Pedestrian/Bicycle	2011	\$262,500	n/a	Access assessment	2013	\$1,750,000	\$2,012,500	City, Private, PATH Organization	TE, SPLOST, TAD, Private	SPLOST, Private, TAD
T-24b	Railroad to reserve "rail with trail" (Walton Study Area only)	Pedestrian/Bicycle	2013	\$112,500	n/a	Private donation	2015	\$750,000	\$862,500	City, County, PATH Organization	TE, SPLOST, TAD, Private	SPLOST, Private, TAD
T-25	Downtown Directional Signage (also project O-3)	Roadway Operations	2012	\$0	n/a	\$0	2013	\$75,000	\$75,000	City, DDA	SPLOST, TAD, Private	SPLOST, TAD, Private
T-26	Bicycle Racks	Bicycle	n/a	\$0	n/a	\$0	2008	\$800	\$800	DDA, Private	DDA, Private	DDA, Private
T-27	Replace Light Fixtures on Broad St	Pedestrian/Roadway Operations	2007	\$0	n/a	\$0	2008	\$40,000	\$40,000	DDA, City	DDA, City	City, DDA
T-28	Parking Deck (250 Spaces)	Vehicular	2014	\$200,000	2015	\$0	2016	\$4,000,000	\$4,200,000	DDA, Private, City	TAD, SPLOST	City, DDA
T-29	Monroe Directional Signs on US 78, I-20	Roadway Operations	2012	\$0	n/a	\$0	2013	\$100,000	\$100,000	DDA, Private, City	DDA, City	DDA, Private, City
T-30	Share-the-road markings on Alcoy Street	Bicycle	2015	\$0	n/a	\$0	2017	\$40,000	\$40,000	City, Private, PATH Organization	TE, SPLOST, TAD, Private	SPLOST, Private, TAD
T-31	Share-the-road markings on Midland Street	Bicycle	2011	\$0	n/a	\$0	2013	\$10,000	\$10,000	City, Private, PATH Organization	TE, SPLOST, TAD, Private	SPLOST, Private, TAD
Totals:												
						\$1,500,000		\$32,691,200	\$37,772,510			\$20,409,690

N/A: Not Applicable



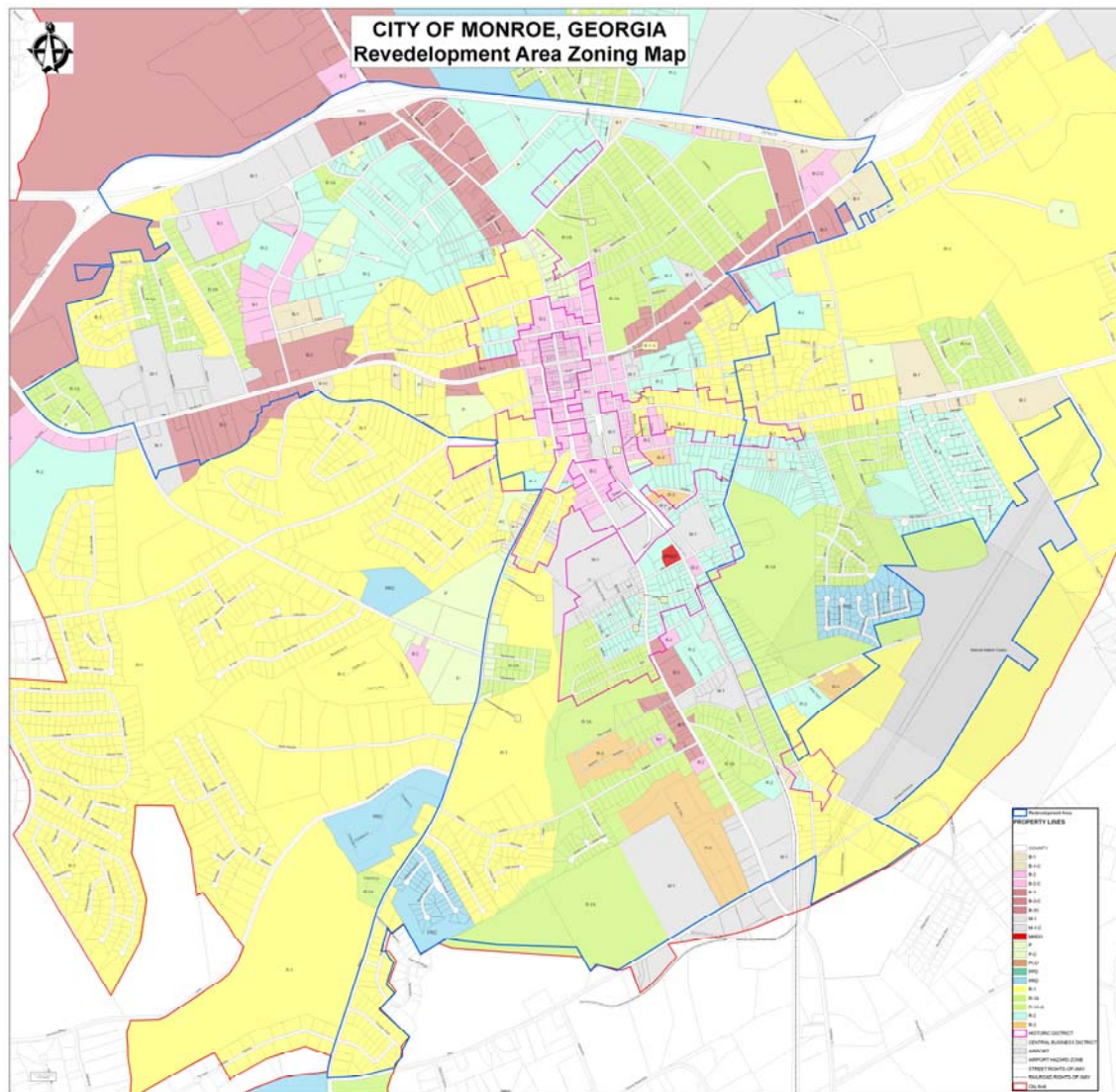
WORKSHOP SUMMARY

Town Center LCI
The City of Monroe, Georgia

**T S W
TEAM**

Tunnell-Spangler-Walsh & Associates
Keck & Wood, Inc.
Arnett Muldrow & Associates
July 2007

Below is the current land use map for the redevelopment area.



Chapter 4 Zoning and Land Use Changes Under the Plan

The Urban Redevelopment Act requires that the URA plan identify any changes in zoning or density and describe any exceptions to existing land use regulations that will be applicable within the Urban Redevelopment Area.

The entire city is due for an update of its old zoning code so zoning and development regulations citywide can be anticipated to change significantly in the next two years. Based on a recently completed Livable Community Initiative Plan adopted by the city last year, the community has embraced the vision of a pedestrian oriented “live/work/play environment, with a good portion of the City accommodating mixed-use development. According to the study, the new development regulations should return (at least in most of the LCI study area) to densities and to lot sizes more typical of Monroe’s historic City form. The study also recommends a special district category that would accommodate large-scale masterplans presented to the City by private sector partners and flexible standards for special projects proposed such as old mill sites.

The City will seek to implement a form-based code, that is, a code which allows property owners a great deal of flexibility in building uses but pays more attention to the appearance, quality and type of building materials, historic compatibility and environmental functionality of new infill development.

The City is currently oversupplied with residential multifamily units, as well as single family detached rental units some of which are vacant and deteriorating. It may be that zoning districts that currently permit multifamily apartment development may be altered under the new ordinance, or that apartments will need to meet higher quality standards and design requirements or be allowed only in the context of mixed use

development projects. It is difficult to be more specific about new zoning changes until the revisions begin next year, but the map below, taken from the LCI Study provides some idea of the community's vision for the downtown core and major corridors.

The following **Land Use & Zoning Policies** drawn from the LCI Plan provide some specific detail about desired development patterns in the Redevelopment Area:

- Preserve the historic integrity of the downtown core, especially the blocks along Broad Street between Highland Avenue and Washington Street.
- Preserve, protect, and encourage the rehabilitation of historic buildings (those over 50 years old).
- Encourage sidewalk level retail in new buildings on: Broad Street (between Highland Avenue and Davis Street), Spring Street, and North Broad Street.
- Protect neighborhoods from commercial and multifamily intrusion.
- Encourage two-to-four story commercial, residential, and mixed-use buildings on vacant or under-utilized non-historic sites in area bounded by Highland Avenue, Midland Avenue, Davis Street, and Jackson Street.
- Support the development of two-to-three story commercial, residential, or mixed-use buildings on vacant or under-utilized non-historic sites on Spring Street east of Midland Avenue.
- Support the renovation of the Coca-Cola building on Spring Street into office, retail, or light industrial space, with potential mixed-use or residential buildings around it.
- Support existing efforts to enforce zoning and building codes.

Readers are referred to the full LCI Study for more specific zoning recommendations and detailed descriptions of proposed special projects.



Chapter 5 Implementation Strategy

5.1 Designation of Redevelopment Powers

5.2

According to Section 36-44-4(a) of the Georgia Code of Laws, a city may designate itself as its respective redevelopment agency as an alternative to the creation of a redevelopment agency. As the designated redevelopment agency, the city may exercise any redevelopment authority outlined in the Code for the purpose of implementing the redevelopment plan.

The City of Monroe will serve as the redevelopment agency for the purposes of this Redevelopment Plan and will assume all powers and responsibilities outlined in State Code 36-44-5 including:

- Issuing Tax Allocation Bonds;
- Entering into any contracts, leases, mortgages, or other agreements determined to be necessary to implement the Redevelopment Plan;
- Acquiring, retaining, or disposing of property for redevelopment purposes as outlined in the Redevelopment Plan;
- Exercising any powers outlined in Chapter 61 of the Georgia Code of Laws entitled “Urban Redevelopment Law.”

Furthermore, acting as the redevelopment authority, the City of Monroe will be responsible for all levels of implementation including:

- The coordination with other public and private agencies of any activity necessary to meet the objectives of this Plan;

- The management of projects outlined in this plan including facilitating (either directly or by securing consultant services) the

- planning, design, negotiations, pre-construction and construction of any project;
- Facilitating any activity associated with projects which may require zoning compliance, inspections or other municipal administrative services;
- Seeking other public and private sources of funding to implement the projects within the Plan.

While the City of Monroe will serve as its own redevelopment agency within the Redevelopment Area, it will rely on the assistance and expertise of the Downtown Development Authority (DDA). The City recognizes that the participation of the DDA and other local agencies is vital to the success of this Redevelopment Plan.

Planning and Support Services

Support services will be required as needed such as planning and design services, as well as engineering, environmental, legal and administrative services.

5.3 Determining Appropriate Implementation Tools

Implementation tools for the Urban Redevelopment Plan fall into several categories including Development Incentives, Outside Funding Sources, and Statutory Revitalization Tools. These tools are described in subsequent sections. As the City moves forward in implementing various aspects of the redevelopment plan, various combinations of these tools may be employed to achieve specific project goals.

5.4 Development Incentives

Land Assembly and Build to Suit RFPs

One of the biggest costs of the private developer is assembling a big enough parcel to make development cost effective. Some communities have taken on the role of acquiring land and selling it to the developer for

a reasonable profit. Another example of this technique is to assemble land and then put up for sale through a competitive RFP process with the land going to the developer with the best response to the city's Request for Proposal. The land may be sold at market rates or below appraised value, but the developer signs an agreement binding him to develop in the manner proposed including site amenities such as public greenspace, recreational facilities or space for public offices.

Tax Credits

Various kinds of state and national tax credits can be used to encourage developers to build consistent with an urban redevelopment plan. These include historic, elderly housing, affordably housing credits. Many of these credits can be layered for great profitability.

Subsidizing Site Preparation or Infrastructure Costs

Within the blighted and slum areas of the Redevelopment Area, various improvements will be made to the public infrastructure. Streetscape improvements would include paving roads, new or renovated sidewalks, street lighting, and landscaping. Other infrastructure projects will include water and sewer improvements and installation, storm drainage facilities, improved signage, and parking facilities. These improvements are often coupled with a specific redevelopment strategy proposed by the private sector allowing the local redevelopment agency the ability to provide only public infrastructure leaving the actual provision of new housing to the private sector. The public investment ends up being a "write down" to the cost of development.

Waiver of Fees and Building Requirements

The Urban Redevelopment Act allow cities to waive all sorts of building fees, impact fees, infrastructure hook up fees, and to make exceptions to their own development regulations to facilitate redevelopment projects. This can often save developers a great deal of money or make their profits higher.

Sale and Leaseback Arrangements

In cases where a local government needs more space for functional or administrative uses, it might agree to have the developer include buildings in their project and execute a long-term lease on the facility. This has the advantage of incorporating a civic component in mixed use projects, providing the developer with at least one stable long term anchor tenant and does not require financing a new facility with SPLOST funds or GO bonds.

5.5 Legislative and Statutory Tools***Enterprise Zones***

In 1997, the General Assembly enacted the Enterprise Zone Employment Act, recognizing the need for revitalization in many areas of Georgia. The State Enterprise Zone program intends to improve geographic areas within cities and counties that are suffering from disinvestment, underdevelopment, and economic decline, encouraging private businesses to reinvest and rehabilitate these places.

The Enterprise Zone area must meet at least three of five criteria:

- Pervasive poverty established using the most current United States decennial census prepared by the U. S. Bureau of Census.
- Unemployment Rate (average for preceding yr.) at least 10% higher than State or significant job dislocation.
- Underdevelopment evidenced by lack of building permits, licenses, land disturbance permits, etc. lower than development activity within local body's jurisdiction.
- General distress and adverse conditions (population decline, health and safety issues etc.).
- General Blight evidenced by the inclusion of any portion of the nominated area in an urban redevelopment area.

Incentives include Property tax exemption -- OCGA §36-88-3(1), abatement or reduction in occupation taxes, regulatory fees, building inspection fees, and other fees that would otherwise be imposed on qualifying business -- OCGA §36-88-9(a)

Opportunity Zones

In 2004, the General Assembly passed, and the Governor signed legislation (2004 session's HB 984) to create a program within the State's Job Tax Credit Program of "Opportunity Zone" job tax credits. In 2008, the General Assembly passed, and the Governor signed an amendment (HB 1273) that streamlined the program and expanded the areas and businesses eligible for the Zones and job tax credits. The Opportunity Zone Tax Credit Program authorizes DCA to designate as a "less developed area" an area within or adjacent to a census block group with 15% or greater poverty where an enterprise zone or urban redevelopment plan exists. Opportunity Zones are intended to encourage development, redevelopment and revitalization in areas that have higher levels of poverty and are underdeveloped or suffer from blight. By combining the revitalization tools of an Opportunity Zone, the Zone's employment incentives and the State's existing economic development program within these "pockets of poverty", some of the strongest incentive programs available can be created. Opportunity Zone Tax Credit Incentives:

- the maximum Job Tax Credit allowed under law – \$3,500 per job created
- the lowest job creation threshold of any job tax credit program – 2 jobs
- use of Job Tax Credits against 100 percent of income tax liability and Withholding
- expansion of the definition of "business enterprise" to include all businesses of any nature

Tax Allocation District (TAD)

A TAD is a special district created by a local government in which bonds are issued to support public improvements associated with new development. Said bonds are retired with taxes generated by new developments. A TAD is under consideration for the town center area and is strongly recommended for Monroe. The status of TADs is now in limbo after a state Supreme Court ruling that school taxes cannot be used for

economic development. This tool could be very useful if an upcoming constitutional amendment resolves the school tax issue.

Community Improvement District (CID)

A CID is a self-imposed, self-taxing district run by a non-profit organization. A CID is charged with raising funds from commercial properties for public improvements. Such initiatives are strongly encouraged by this study.

Land Banking Authorities

A 1990 Act of the General Assembly permits cities to enter into agreements with counties to establish local “land bank authorities.” These authorities are created to acquire tax delinquent properties and return them to tax-paying status. A land bank authority has the power to sell or lease the property. It can also manage, maintain, protect, repair, alter, and insure the property. A trade or exchange for other property is also authorized.

A city and the county in which it is located enter into an interlocal cooperation agreement in accordance with the Land Bank Authorities law. A four-member board is established. Two of these four are appointed by the mayor of the city; the other two are appointed by the county commission.

If a city or county obtains a judgment against a tax delinquent property for the unpaid taxes, the property becomes subject to a tax sale. If no person bids an amount equal to the total of taxes, interests, and costs owing on the property, then the authority receives an option to acquire it from the tax commissioner.

If the authority acquires the property, it may extinguish all city and county taxes, other than school district taxes, at the time it sells or otherwise disposes of the property. Purchasers who intend to build or rehabilitate low-income housing will receive primary consideration for tax forgiveness. The authority has full discretion in determining the sales

price of properties that it may acquire. A 12-month redemption period applies to tax-sale properties that the authority acquires. This means that the original owner has the option for 12 months from the date of the tax sale to buy the property back from the authority. The original owner must pay the amount paid at the tax sale plus 10% of that amount. An additional 10% and the payment of certain administrative costs may also apply. (See OCGA 48-4-42).

5.6 Outside Funding Sources

Community Development Block Grant Funds (CDBG)

CDBG funds are channeled from the US Department of Urban Development (HUD) to local communities for housing infrastructure community facilities primarily benefiting low to moderate-income citizens. In Georgia, the Georgia Department of Community Affairs administers the competitive CDBG funding. Having an Urban Redevelopment Plan in place allows a city to apply for a special Revitalization Area Strategy designation, which may provide bonus points on CDBG projects or allow the city to apply for funds more often than regular applicants.

Private Donations

Local matches could be obtained by soliciting area property owners, businesses, and residents. Private funds may also be used to fund specific “special interest” projects. For example, the PATH Foundation funds multi-use greenway trails, while the Trust for Public Land and the Blank Foundation sometimes fund park projects.

Surface Transportation Program (STP) funds

The STP provides flexible funding that may be used by localities for projects on any Federal-aid highway, including bridge projects on any public road; transit capital projects, and intercity and intercity bus terminals and facilities.

Transportation Enhancement (TE) funds

These funds from the federal government can be used to expand travel choice, strengthen the local economy, improve the quality of life, and protect the environment. Streetscape, pedestrian and bicycle facilities, and gateways are some of the projects that can qualify for TE funds.



To: City Council
From: Beth Thompson
Department: Administration
Date: 12/04/2018
Subject: Resolution – Adoption of Language Access Plan

Budget Account/Project Name: N/A

Funding Source: General Fund – N/A

Budget Allocation: N/A

Budget Available: N/A

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

Description:

Staff recommends the Council adopt the Language Access Plan (LAP) for Limited English Speaking Persons (LEP).

Background:

Adoption of the Language Access Plan is required by the Georgia Department of Community Affairs in conjunction with the award of Community Development Block Grant (CDBG) Funds.

Attachment(s):

Language Access Plan Resolution
Language Access Plan (LAP)

RESOLUTION
ADOPTION OF LANGUAGE ACCESS PLAN

WHEREAS, the City of Monroe wishes to be in accordance with Title VI non-discrimination laws regarding the provision of appropriate access to services and activities provided by federal agencies and recipients of federal assistance, and

WHEREAS, the City of Monroe is in receipt of Housing and Urban Development (HUD) funding through the Community Development Block Grant (CDBG) program, and

WHEREAS, the Georgia Department of Community Affairs (DCA) has encouraged and provided guidance for the adoption of a Language Access Plan (LAP) for Limited English Speaking Persons (LEP),

LET IT THEREFORE BE RESOLVED, that the City of Monroe has prepared and is adopting its 2018 Language Access Plan (LAP) related to the CDBG funding of Sewer Rehabilitation, and

LET IT BE RESOLVED, that Debbie Crowe has been named in the LAP as the LAP Coordinator, and

LET IT BE RESOLVED, that the LAP will be updated as new Census Data regarding LEPs is presented and/or a new CDBG or other Federal grant is awarded and requires the LAP to be updated or revised.

BE IT RESOLVED this _____ day of _____ 2018.

John S. Howard, Mayor

CERTIFICATION

I do hereby certify that the foregoing is a true and correct copy of the Resolution duly adopted by the City of Monroe on the date so stated in said Resolution. I further certify that I am the City Clerk and that said Resolution has full force and effect the _____ day of _____ 2018.

ATTEST:

[SEAL]

City Clerk

Language Access Plan (LAP)

City of Monroe, Georgia

December 2018

Required by:

Georgia Department of Community Affairs

In Conjunction With

**The Award of Community Development Block
Grant (CDBG) Funds**

City of Monroe

P.O. Box 1249

215 N. Broad Street

Monroe, GA 30655

770-267-7536

Table of Contents

I.	General Information.....	Page 3
II.	Meaningful Access: Four Factor Analysis	Page 4
III.	Language Assistance.....	Page 7
IV.	Staff Training.....	Page 8
V.	Translation of Documents.....	Page 9
VI.	Monitoring and Updating the LAP Plan.....	Page 9
VII.	Dissemination of the City of Monroe’s LAP Plan.....	Page 9
VIII.	Records.....	Page 10
IX.	Complaints/Findings.....	Page 10
X.	Available Federal LEP Resources.....	Page 10

APPENDICES

- 1) “I Speak” Cards/ Poster
- 2) S1601 ACS 2012-2016 Estimates (or most recent)
- 3) B16001 ACS 2011-2015 Estimates (or most recent)
- 4) Census Tract Documentation

CITY OF MONROE LANGUAGE ACCESS PLAN(LAP)

Adopted December 2018

I. GENERAL INFORMATION

Prepared By: Debra Smith
Allen-Smith Consulting, Inc.
405 Nunnally Farm Road
Monroe, GA 30655
(770) 207-0142
debra@allensmithconsulting.com

List of Current Applicable Funded Grants/Programs (to be automatically amended as projects are funded):

1. Grantee: City of Monroe, GA
CDBG Grant Number: 17p-x-147-2-6016 (funded FY 2018 Competition)
Target Area: S. Madison Avenue, Stokes Street, Knight Street, Mears Street, Pine Park Street, Lawrence Street, Mill Street, E. Norris Street **(Census Tract 1103: 1.8 % LEP: Spanish, 1.8 % LEP/ Target Area Tally Sheet revealed 307 total persons)**
(Census Tract 1107: .6 % LEP: Spanish, .4 % LEP)

This *Language Access Plan* has been prepared to address the City of Monroe's responsibilities as a recipient of federal financial assistance from Georgia Department of Community Affairs programs & grants funded by HUD as they relate to the needs of individuals with limited English language skills.

The plan has been prepared to ensure compliance with HUD's guidance and Title VI of the Civil Rights Act of 1964, and its implementing regulations. Under HUD's guidance, the City of Monroe must take reasonable steps to ensure meaningful access to their programs and activities by persons with Limited English Proficiency (LEP).

Executive Order 13166, titled *Improving Access to Services for Persons with Limited English Proficiency*, indicates that differing treatment based upon a person's inability to speak, read, write or understand English is a type of national origin discrimination. It directs each agency to publish guidance for its respective recipients clarifying their obligation to ensure that such discrimination does not take place. This order applies to all state and local agencies which receive federal funds, including the City of Monroe.

The City of Monroe has developed this *Language Access Plan* to help identify reasonable steps for providing language assistance to persons with Limited English Proficiency (LEP) who wish to access services provided through programs funded by the Georgia Department of Community Affairs/HUD. As defined by Executive Order 13166, LEP persons are those who do not speak English as their primary language and have limited ability to read, speak, write or understand English. This plan outlines how to identify a person who may need language assistance, the ways in which assistance may be provided, staff training that may be required, and how to notify LEP persons that assistance is available.

To prepare this plan, the City of Monroe used HUD's four-factor LEP analysis which considers the following factors:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by the Community Improvement programs;
2. The frequency with which LEP persons encounter HUD funded programs;
3. The nature and importance of the HUD funded programs and services provided by City of Monroe to the LEP population;
4. The resources available to the City of Monroe and overall cost to provide LEP assistance.

SAFE HARBORS

In accordance with HUD Safe Harbors for LEP, the City of Monroe will translate written HUD related project documents for groups that are at least 5% of the population eligible (and more than 50 persons) or 1,000 persons, whichever is less. If there are fewer than 50 persons in a language group that reaches the 5% trigger above, the City of Monroe will not translate the vital HUD related written materials, but will provide written notice in the primary language of the LEP group of the right to receive competent oral interpretation of those written materials, free of cost.

The size of the language group determines the recommended provision for written language assistance.

Size of Language Group	Recommended Provision of Written Language Assistance
1,000 or more in the eligible population	Translated vital documents
More than 5% of the eligible population or beneficiaries and more than 50 in number	Translated vital documents
More than 5% of the eligible population or beneficiaries and 50 or less in number	Translated written notice of right to receive free oral interpretation of documents.
5% or less of the eligible population or beneficiaries and less than 1,000 in number	No written translation is required.

II. MEANINGFUL ACCESS: FOUR-FACTOR ANALYSIS

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by the programs.

The City of Monroe's staff reviewed the S1601 2012-2016 American Community Survey 5-year estimates and determined that of the population of 18,643 persons over 5 years of age, 452 persons in the City of Monroe (2.4% of the total population) speak a language other than English. Of those 452 persons, 87 (.5% of the total population & 19.2% of the population speaking a language other than English) have limited English proficiency; that is, they speak English less than "very well". In the City of Monroe, of those persons with limited English proficiency, 68 speak Spanish, and 19 speak other languages. *See Appendix 3 of this Plan for ACS Estimates.*

Language Spoken*	# of Residents Over 5 Years of Age*		Speaks English Less Than "Very Well"*	
English	18,191	(97.6%)	N/A	
Spanish	282	(1.5%)	68	(.4%)
Other Indo-European	66	(.4%)	10	(.05%)
Asian & Pacific	104	(.6%)	9	(.05%)
Other Languages	0	(N/A)	0	(N/A)
Total	18,643	(100.0%)	87	(.5%)

A review of the residents that were in the City's FY 2018 17p-x-147-2-6016 (funded FY 2018 Competition) CDBG Target Area reveal Asian (1.3%), Asian-Black (2.6%), Asian-White (1%), Black (24.8%), Black-White (2.6%), Native American (.7%), Native American-White (2%), Pacific Islander (.3%), White (61.9%), Other (2.9%). This does not meet the threshold described above for translating vital documents or translated written notice of right to receive free oral interpretation of documents. Oral Interpretation Services are available for clients upon request. However, in the past, all our clients have provided their own translator with whom they are comfortable sharing personal information. Survey information for the project is on file with the City. Individual surveys are confidential. However, the Grand Total Survey Tally Sheet is available for review.

2. Grantee: City of Monroe, GA

CDBG Grant Number: 17p-x-147-2-6016 (funded FY 2018 Competition)

Target Area: S. Madison Avenue, Stokes Street, Knight Street, Mears Street, Pine Park Street, Lawrence Street, Mill Street, E. Norris Street (**Census Tract 1103: 1.8 %**

LEP: Spanish, 1.8 % LEP/ Target Area Tally Sheet revealed 307 total persons)

(Census Tract 1107: .6 % LEP: Spanish, .4 % LEP

Census Tract 1103, City of Monroe

Total population >5 years old:	6,011
Percent LEP:	1.8%
Percent Spanish:	1.8%
Percent Other LEP:	0.0%

***2011-2015 (or most recent) American Community Survey 5-year estimate**

Census Tract 1107, City of Monroe

Total population >5 years old:	7,238
Percent LEP:	.6%
Percent Spanish:	.4%
Percent Other LEP:	.2%

***2011-2015 (or most recent) American Community Survey 5-year estimate**

NO existing or planned CHIP or CDBG projects (or another GA DCA/HUD funded assistance) exist or are currently planned in this Census Tract area. Should any projects be planned in this Census Tract area, the City of Monroe will provide Translated Vital Documents to those residents in the proposed project areas.

2. The frequency with which LEP persons encounter HUD funded programs & services.

The City of Monroe's staff reviewed the frequency with which staff have, or could have, contact with LEP persons. This includes documenting phone inquiries or office visits, as well as public hearings and interactions during surveys. Over the past two years, the staff has had no requests for interpreters and no requests for translated program documents.

Frequency of Interaction: Annually

For Project Applications:

- When notifying the public about the potential grant and activities
- When surveying income in the target area
- When determining preliminary eligibility for housing activities, if applicable

For Homeowner Rehabilitation/Reconstruction/Down-Payment Assistance, if applicable:

- When notifying the public about the grant award and activities
- When seeking qualified contractors
- When working with homeowners selected for assistance

3. The nature and importance of programs, activities or services provided by the Planning and Community Development Department to the LEP population.

Housing plays a critical role in maintaining quality of life. The City of Monroe is committed to ensure access to safe, sanitary and affordable housing for our eligible clients. Outreach throughout the community helps to ensure an awareness of our programs. The majority of the

City's population- 97.6% speak English. Other than English speaking individuals, City staff are most likely to encounter Spanish speaking LEP individuals through office visits, phone conversations and during surveys. Upon client request, the City of Monroe will provide oral interpreters using bi-lingual employees or qualified contract interpreters. To date, all LEP individuals have provided their own interpreter-a child or friend.

Nature of the Program(s): Infrastructure Rehabilitation

Importance of the Program(s): Denial or delay of access to services or information would not have serious or life-threatening implications for the LEP individual.

4. The resources available to the City of Monroe, and overall cost to provide LEP assistance.

The City of Monroe reviewed its available resources that could be used for providing LEP assistance, including which of its documents would be most valuable to be translated if the need should arise. An "I Speak" card/poster will be made available to determine needed language translations. A notice (see below) will be posted in all ads for GA DCA/HUD programs regarding who to contact should language assistance be needed. Language translation, if needed, would be provided through the available bi-lingual staff and/or the Language Line for which the City of Monroe would pay a fee.

III. LANGUAGE ASSISTANCE

A person who does not speak English as their primary language and who has a limited ability to read, write, speak or understand English may be a Limited English Proficient person and may be entitled to language assistance with respect to Planning and Development services. Language assistance can include interpretation, which means oral or spoken transfer of a message from one language into another language and/or translation, which means the written transfer of a message from one language into another language.

The Name of the individual at the City of Monroe responsible for coordination of LEP Compliance is:

Debbie Crowe, City Accountant
City of Monroe
P.O. Box 1249
215 N. Broad Street
Monroe, GA 30655
770-266-5125
dcrowe@monroega.gov

How the Planning and Community Development Department staff may identify an LEP person who needs language assistance:

- Post notice of LEP Plan and the availability of interpretation services free of charge in languages LEP persons would understand;

- Add statement (see below) to public meeting and event notices concerning GA DCA/HUD programs;
- All Planning and Community Development Department staff will be informally surveyed periodically on their experience concerning any contacts with LEP persons during the previous year; and
- When Planning and Community Development Department staff conducts a Public Hearing, an informational meeting or event, a staff person may greet participants as they arrive. By informally engaging participants in conversation it is possible to gauge each attendee's ability to speak and understand English. Although translation may not be able to be provided at the event (unless previously requested) it will help identify the need for future events; and
- Language Identification Cards/Posters will be used as necessary to determine a client's language needs.

Language Assistance Measures-Although there is a small percentage in Monroe of eligible LEP households, that is, persons who speak English "not well" or "not at all", it will strive to offer the following measures:

1. The Planning and Community Development Department staff will take reasonable steps to provide the opportunity for meaningful access to LEP clients who have difficulty communicating English.
2. The following resources will be available to accommodate LEP persons:
 - Interpreters for the Spanish language if available will be provided within a reasonable time period; or
 - Language interpretation will be accessed through Language Line Solutions.
3. Language Identification Cards/Posters will be used as necessary to determine a client's language needs.
4. The following statements will be added to public meeting and event notices concerning GA DCA/HUD programs:

"Persons with special needs relating to handicapped accessibility or foreign language should contact Debbie Crowe, City Accountant, City of Monroe, P.O. Box 1249, 215 N. Broad Street, Monroe, GA 30655 before (date) . This person can be located at City Hall, and is available between the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, except holidays, or you may also call 770-266-5125. Persons with hearing disabilities may consider using the Georgia Relay Service, at (TDD) 1-800-255-0056 or (Voice) 1-800-255-0135."

IV. STAFF TRAINING

The following training will be provided to all Planning and Community Development Department staff:

- Information on the Title VI Policy and LEP responsibilities;
- Description of language assistance services offered to the public;
- Documentation of language assistance requests; and
- How to handle a potential Title VI/LEP complaint.

All contractors, subcontractors and sub-recipients performing work for or receiving federal funds for Community Development projects will be required to follow the Title VI/LEP guidelines.

V. TRANSLATION OF DOCUMENTS

- The City of Monroe weighed the cost and benefits of translating documents for potential LEP groups.

The City has numerous bilingual (Spanish/English) employees who are used to translate when a language barrier is apparent. Due to the infrequency of the encounters with LEP individuals, The City of Monroe's written materials are English-only. Any request for the language translation of the documents will be reviewed and accommodated if the accommodation is reasonable and necessary. Considering the expense of translating the documents, the likelihood of frequent changes in documents and other relevant factors, at this time no documents require translation.

- Due to the relatively small eligible local LEP population, the City of Monroe does not have a formal outreach procedure in place at this time. Translation resources have been identified. When and if the need arises for LEP outreach, the City of Monroe will consider the following option:

-When staff prepares a document, or schedules a meeting, for which the target audience is expected to include LEP individuals, then relevant documents, meeting notices, flyers, and agendas will be printed in an alternative language based on the known LEP population, if requested.

VI. MONITORING AND UPDATING THE LAP PLAN/TERM OF THE PLAN

The City of Monroe will update the LAP Plan as required. At a minimum, the plan will be reviewed and updated every five years using American Fact Finder for census information, when a new HUD funded project is approved, or when it is clear that higher concentrations of LEP individuals are present in the City of Monroe. Updates will include the following:

- The number of documented LEP person contacts encountered annually;
- How the needs of LEP persons have been addressed;
- Determination of the current LEP population in the service area;
- Determination as to whether the need for translation services has changed;
- Determine whether local language assistance programs have been effective and sufficient to meet the need;
- Determine whether the City of Monroe's financial resources are sufficient to fund language assistance resources needed;

- Determine whether the City of Monroe fully complies with the goals of this LAP Plan; and
- Determine whether complaints have been received concerning the agency's failure to meet the needs of LEP individuals.

TERM OF PLAN: This plan will remain in place for five (5) years from the date of adoption including all updates and revisions over the course of the five (5) years. A new plan will be prepared and adopted every five (5) years.

VII. DISSEMINATION OF THE CITY OF MONROE'S LAP PLAN

The LAP Plan will be on the City of Monroe's website page and provided to anyone requesting the information.

VIII. RECORDS

The City of Monroe will maintain records in the City Clerk's office regarding its efforts to comply with Title VI LEP obligations. These records will be reviewed periodically and open to the public in an effort to improve service.

IX. COMPLAINTS/FINDINGS

Any person who believes they have been denied the benefits of this LAP or that the City of Monroe has not complied with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000(d) and Executive Order 13166 regulations may file a complaint with the City LAP Coordinator. The City LAP Coordinator may be the first point of contact for any complaints or appeals, but the DCA LAP Coordinator must be informed of all complaints and appeals. The LAP Coordinator will provide oversight of the complaint/appeal resolution process. To file a complaint, submit the written complaint to:

Debbie Crowe, City Accountant
City of Monroe
P.O. Box 1249
215 N. Broad Street
Monroe, GA 30655
770-266-5125
dcrowe@monroega.gov

Or

DCA 504 Coordinator
60 Executive Park South, N.E.
Atlanta, Georgia 30329-2231
fairhousing@dca.ga.gov

X. AVAILABLE FEDERAL LEP RESOURCES

HUD's LEP Website:

<http://www.hud.gov/offices/fheo/lep.xml>

Federal LEP Website:

<http://www.lep.gov/>

LEP and Title VI Videos:

<http://www.lep.gov/video/video.html>

"I Speak" Card:

<http://www.lep.gov/ISpeakCards2004.pdf>

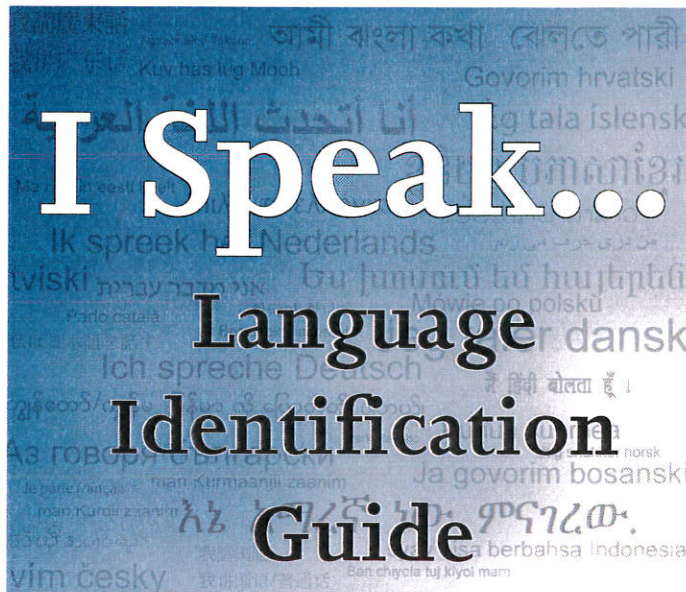
APPENDICES

1. **"I SPEAK CARDS"/POSTER**
2. **S1601 American Community Survey (ACS) 2012-2016 Estimates** — *Language Spoken at Home*
3. **B16001 American Community Survey (ACS) 2011-2015 Estimates**— *Language Spoken at Home By Ability to Speak English for the Population 5 years and over*
4. **CENSUS TRACT DOCUMENTATION**

APPENDIX 1

“I SPEAK CARDS” I SPEAK POSTER

A
Amharic አኒ የምናገረው አማርኛ ነው።
Arabic انا اتكلم العربية
Armenian Ես խոսում եմ հայերեն
B
Bengali আমি বাংলা বলতে পারি
Bosnian Ja govorim bosanski
Bulgarian Аз говоря български
Burmese ကျွန်တော်/ကျွန်မ ခုန့်မှာ ခုန့်မှာတော့ မိလား
C
Cambodian ខ្ញុំនិយាយភាសាខ្មែរ
Cantonese 我講廣東話 (Traditional) 我讲广东话 (Simplified)
Catalan I parlo català
Croatian Govorim hrvatski
Czech Mluvím česky
D
Danish Jeg taler dansk
Dari من دری حرف می زنم
Dutch Ik spreek het Nederlands
E
Estonian Ma räägin eesti keelt
F
Finnish Puhun suomea
French Je parle français
G
German Ich spreche Deutsch
Greek Μιλώ τα ελληνικά
Gujarati હું ગુજરાતી બોલું છું
H
Haitian Creole M pale kreyòl ayisyen
Hebrew אני מדבר עברית
Hindi मैं हिंदी बोलता हूँ ।
Hmong Kuv hais lus Hmoob
Hungarian Beszélék magyarul



I	M
Icelandic Ég tala íslensku	Mandarin 我講國語 (Traditional) 我讲国语/普通话 (Simplified)
Indonesian Saya berbicara bahasa Indonesia	Mongolian би монгол хэл ярьдаг
Ilocano Agsaonak ti Ilocano	Norwegian Jeg snakker norsk
Italian Parlo italiano	Persian من فارسی صحبت می کنم.
Japanese 私は日本語を話す	Polish Mówię po polsku
Korean 한국어 합니다	Portuguese Eu falo português do Brasil (for Brazil) Eu falo português de Portugal (for Portugal)
Kurdish min azanim Ba Kurdi Qsa bkam	Punjabi ਮੈਂ ਪੰਜਾਬੀ ਬੋਲਦਾ ਹਾਂ।
Kurmanji as zanim eb kurmanji baxvim	
L	
Laotian ຂ້ອຍປາກົດພາສາລາວ	
Latvian Es runāju latviski	
Lithuanian Aš kalbu lietuviškai	

Human trafficking is a form of modern-day slavery and involves the use of force, fraud, or coercion to exploit men, women or children and subject them into some type of labor or commercial sex act. Any minor exploited for commercial sex is a victim of human trafficking, even if not induced by force, fraud, or coercion.

Trafficking victims can be any age, race, gender, or nationality. Victims can find themselves in a foreign country and may not speak the language.

Report human trafficking to the U.S. Department of Homeland Security (DHS) Immigration and Customs Enforcement (ICE) Homeland Security Investigations (HSI) Tip line at 1-866-347-2423 or online at www.ice.gov/tips. The HSI Tip line is available 24/7 with language capability in over 300 languages and dialects. If calling from outside the United States, please call the non-toll free worldwide number of 802-872-6199."

To get help from the National Human Trafficking Resource Center (NHTRC) call 1-888-373-7888 or text HELP or INFO to BeFree (233733). The NHTRC is a national, toll-free hotline available to answer calls from anywhere in the country, 24 hours a day, 7 days a week, every day of the year with language capability in over 170 languages. The NHTRC is not a law enforcement or immigration authority and is operated by a nongovernmental organization funded by the federal government.

To get digital copies of this poster or "I Speak" booklet, visit www.dhs.gov/blue-campaign or contact the DHS Blue Campaign at BlueCampaign@hq.dhs.gov.

R
Romanian Vorbesc românește
Russian Я говорю по-русски
S
Serbian Ja govorim српски
Sign Language (American)
 I, ME SIGN, SIGN LANGUAGE
Slovak Hovorím slovenská
Slovenian Govorim slovensko
Somali Waxaan ku hadlaa af-Soomaali
Spanish Yo hablo español
Swahili Ninaongea Kiswahili
Swedish Jag talar svenska
T
Tagalog Marunong akong mag-Tagalog
Tamil நான் தமிழ் பேசுகிறேன்
Thai พูดภาษาไทย
Turkish Türkçe konuşurum
U
Ukrainian Я розмовляю українською мовою
Urdu میں اردو بولتا ہوں
V
Vietnamese Tôi nói tiếng Việt
W
Welsh Dwi'n siarad Cymraeg
X
Xhosa Ndithetha isiXhosa
Y
Yiddish איך רעד יידיש
Yoruba Mo ńsọ Yorùbá
Z
Zulu Ngiyasikhuluma isiZulu



www.dhs.gov/blue-campaign

Email: BlueCampaign@hq.dhs.gov

Report suspicious activity to

1-866-347-2423

2004 Census Test

United States
Census
2010

LANGUAGE IDENTIFICATION FLASHCARD

- | | | |
|--------------------------|--|------------------------|
| <input type="checkbox"/> | ضع علامة في هذا المربع إذا كنت تقرأ أو تتحدث العربية. | 1. Arabic |
| <input type="checkbox"/> | Խոսողո՞ւմ ե՞ս, քո խոսակցը ա՞յս քառակուսում,
եթե խոսում է՞ս կարդում ե՞ք հայերեն: | 2. Armenian |
| <input type="checkbox"/> | যদি আপনি বাংলা পড়েন বা বলেন তা হলে এই বাক্সে দাগ দিন। | 3. Bengali |
| <input type="checkbox"/> | ឈ្មួចញាក់ក្នុងប្រអប់នេះ បើអ្នកអាន ឬនិយាយភាសា ខ្មែរ ។ | 4. Cambodian |
| <input type="checkbox"/> | Motka i kahhon ya yangin ûntûngnu' manaitai pat ûntûngnu' kumentos Chamorro. | 5. Chamorro |
| <input type="checkbox"/> | 如果你能读中文或讲中文，请选择此框。 | 6. Simplified Chinese |
| <input type="checkbox"/> | 如果你能讀中文或講中文，請選擇此框。 | 7. Traditional Chinese |
| <input type="checkbox"/> | Označite ovaj kvadratić ako čitate ili govorite hrvatski jezik. | 8. Croatian |
| <input type="checkbox"/> | Zaškrtněte tuto kolonku, pokud čtete a hovoříte česky. | 9. Czech |
| <input type="checkbox"/> | Kruis dit vakje aan als u Nederlands kunt lezen of spreken. | 10. Dutch |
| <input type="checkbox"/> | Mark this box if you read or speak English. | 11. English |
| <input type="checkbox"/> | اگر خواندن و نوشتن فارسی بلد هستید، این مربع را علامت بزنید. | 12. Farsi |

- ☐ Cocher ici si vous lisez ou parlez le français. 13. French
- ☐ Kreuzen Sie dieses Kästchen an, wenn Sie Deutsch lesen oder sprechen. 14. German
- ☐ Σημειώστε αυτό το πλαίσιο αν διαβάζετε ή μιλάτε Ελληνικά. 15. Greek
- ☐ Make kazyé sa a si ou li oswa ou pale kreyòl ayisyen. 16. Haitian Creole
- ☐ अगर आप हिन्दी बोलते या पढ़ सकते हैं तो इस बक्स पर चिह्न लगाएँ। 17. Hindi
- ☐ Kos lub voj no yog koj paub twm thiab hais lus Hmoob. 18. Hmong
- ☐ Jelölje meg ezt a kockát, ha megérti vagy beszéli a magyar nyelvet. 19. Hungarian
- ☐ Markaam daytoy nga kahon no makabasa wenno makasaoka iti Ilocano. 20. Ilocano
- ☐ Marchi questa casella se legge o parla italiano. 21. Italian
- ☐ 日本語を読んだり、話せる場合はここに印を付けてください。 22. Japanese
- ☐ 한국어를 읽거나 말할 수 있으면 이 칸에 표시하십시오. 23. Korean
- ☐ ໃຫ້ໝາຍໃສ່ຊ່ອງນີ້ ຖ້າທ່ານອ່ານຫຼືປາກພາສາລາວ. 24. Laotian
- ☐ Prosimy o zaznaczenie tego kwadratu, jeżeli posługuje się Pan/Pani językiem polskim. 25. Polish

- ☐ Assinale este quadrado se você lê ou fala português. 26. Portuguese
- ☐ Însemnați această căsuță dacă citiți sau vorbiți românește. 27. Romanian
- ☐ Пометьте этот квадратик, если вы читаете или говорите по-русски. 28. Russian
- ☐ Обележите овај квадратик уколико читате или говорите српски језик. 29. Serbian
- ☐ Označte tento štvorček, ak viete čítať alebo hovoriť po slovensky. 30. Slovak
- ☐ Marque esta casilla si lee o habla español. 31. Spanish
- ☐ Markahan itong kuwadrado kung kayo ay marunong magbasa o magsalita ng Tagalog. 32. Tagalog
- ☐ ให้กาเครื่องหมายลงในช่องถ้าท่านอ่านหรือพูดภาษาไทย. 33. Thai
- ☐ Maaka 'i he puha ni kapau 'oku ke lau pe lea fakatonga. 34. Tongan
- ☐ Відмітьте цю клітинку, якщо ви читаете або говорите українською мовою. 35. Ukranian
- ☐ اگر آپ اردو پڑھتے یا بولتے ہیں تو اس خانے میں نشان لگائیں۔ 36. Urdu
- ☐ Xin đánh dấu vào ô này nếu quý vị biết đọc và nói được Việt Ngữ. 37. Vietnamese
- ☐ באצייכנט דעם קעסטל אויב איר לייענט אדער רעדט אידיש. 38. Yiddish

APPENDIX 2

S1601 American Community Survey (ACS) 2012-2016 Estimates – Language Spoken at Home

S1601

LANGUAGE SPOKEN AT HOME
2012-2016 American Community Survey 5-Year Estimates

Tell us what you think. [Provide feedback to help make American Community Survey data more useful for you.](#)

Although the American Community Survey (ACS) produces population, demographic and housing unit estimates, it is the Census Bureau's Population Estimates Program that produces and disseminates the official estimates of the population for the nation, states, counties, cities and towns and estimates of housing units for states and counties.

Supporting documentation on code lists, subject definitions, data accuracy, and statistical testing can be found on the American Community Survey website in the [Data and Documentation](#) section.

Sample size and data quality measures (including coverage rates, allocation rates, and response rates) can be found on the American Community Survey website in the [Methodology](#) section.

Versions of this table are available for the following years:

2016
2015
2014
2013
2012
2011
2010
2009

Subject	Monroe CCD, Walton County, Georgia											
	Total		Percent		Percent of specified language speakers							
	Estimate	Margin of Error	Estimate	Margin of Error	Speak English only or speak English "very well"		Percent speak English only or speak English "very well"		Speak English less than "very well"		Percent speak English less than "very well"	
					Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Population 5 years and over	18,643	+/-849	(X)	(X)	18,556	+/-845	99.5%	+/-0.4	87	+/-71	0.5%	+/-0.4
Speak only English	18,191	+/-831	97.6%	+/-1.1	(X)	(X)	(X)	(X)	(X)	(X)	(X)	(X)
Speak a language other than English	452	+/-214	2.4%	+/-1.1	365	+/-177	80.8%	+/-12.4	87	+/-71	19.2%	+/-12.4
SPEAK A LANGUAGE OTHER THAN ENGLISH												
Spanish	282	+/-185	1.5%	+/-1.0	214	+/-141	75.9%	+/-17.3	68	+/-68	24.1%	+/-17.3
5 to 17 years old	68	+/-70	0.4%	+/-0.4	68	+/-70	100.0%	+/-38.6	0	+/-24	0.0%	+/-38.6
18 to 64 years old	190	+/-150	1.0%	+/-0.8	131	+/-109	68.9%	+/-24.6	59	+/-66	31.1%	+/-24.6
65 years old and over	24	+/-31	0.1%	+/-0.2	15	+/-26	62.5%	+/-59.1	9	+/-16	37.5%	+/-59.1
Other Indo-European languages	66	+/-54	0.4%	+/-0.3	56	+/-51	84.8%	+/-26.5	10	+/-17	15.2%	+/-26.5
5 to 17 years old	0	+/-24	0.0%	+/-0.2	0	+/-24	-	**	0	+/-24	-	**
18 to 64 years old	54	+/-52	0.3%	+/-0.3	44	+/-48	81.5%	+/-33.1	10	+/-17	18.5%	+/-33.1
65 years old and over	12	+/-19	0.1%	+/-0.1	12	+/-19	100.0%	+/-92.0	0	+/-24	0.0%	+/-92.0
Asian and Pacific Island languages	104	+/-102	0.6%	+/-0.5	95	+/-98	91.3%	+/-17.9	9	+/-17	8.7%	+/-17.9
5 to 17 years old	0	+/-24	0.0%	+/-0.2	0	+/-24	-	**	0	+/-24	-	**
18 to 64 years old	81	+/-75	0.4%	+/-0.4	72	+/-71	88.9%	+/-21.0	9	+/-17	11.1%	+/-21.0
65 years old and over	23	+/-34	0.1%	+/-0.2	23	+/-34	100.0%	+/-66.4	0	+/-24	0.0%	+/-66.4
Other languages	0	+/-24	0.0%	+/-0.2	0	+/-24	-	**	0	+/-24	-	**
5 to 17 years old	0	+/-24	0.0%	+/-0.2	0	+/-24	-	**	0	+/-24	-	**
18 to 64 years old	0	+/-24	0.0%	+/-0.2	0	+/-24	-	**	0	+/-24	-	**
65 years old and over	0	+/-24	0.0%	+/-0.2	0	+/-24	-	**	0	+/-24	-	**
CITIZENS 18 YEARS AND OVER												
All citizens 18 years old and over	15,267	+/-711	(X)	(X)	15,207	+/-698	99.6%	+/-0.4	60	+/-69	0.4%	+/-0.4
Speak only English	14,910	+/-702	97.7%	+/-1.2	(X)	(X)	(X)	(X)	(X)	(X)	(X)	(X)
Speak a language other than English	357	+/-191	2.3%	+/-1.2	297	+/-158	83.2%	+/-15.7	60	+/-69	16.8%	+/-15.7
Spanish	206	+/-155	1.3%	+/-1.0	146	+/-113	70.9%	+/-24.1	60	+/-69	29.1%	+/-24.1
Other languages	151	+/-102	1.0%	+/-0.7	151	+/-102	100.0%	+/-21.8	0	+/-24	0.0%	+/-21.8

Source: U.S. Census Bureau, 2012-2016 American Community Survey 5-Year Estimates

Explanation of Symbols:

An "X" entry in the margin of error column indicates that either no sample observations or too few sample observations were available to compute a standard error and thus the margin of error. A statistical test is not appropriate.

An "X" entry in the estimate column indicates that either no sample observations or too few sample observations were available to compute an estimate, or a ratio of medians cannot be calculated because one or both of the median estimates falls in the lowest interval or upper interval of an open-ended distribution.

An "X" following a median estimate means the median falls in the lowest interval of an open-ended distribution.

An "X" following a median estimate means the median falls in the upper interval of an open-ended distribution.

An "X" entry in the margin of error column indicates that the median falls in the lowest interval or upper interval of an open-ended distribution. A statistical test is not appropriate.

An "X" entry in the margin of error column indicates that the estimate is controlled. A statistical test for sampling variability is not appropriate.

An "X" entry in the estimate and margin of error columns indicates that data for this geographic area cannot be displayed because the number of sample cases is too small.

An "X" means that the estimate is not applicable or not available.

Data are based on a sample and are subject to sampling variability. The degree of uncertainty for an estimate arising from sampling variability is represented through the use of a margin of error. The value shown here is the 90 percent margin of error. The margin of error can be interpreted roughly as providing a 90 percent probability that the interval defined by the estimate minus the margin of error and the estimate plus the margin of error (the lower and upper confidence bounds) contains the true value. In addition to sampling variability, the ACS estimates are subject to nonsampling error (for a discussion of nonsampling variability, see [Accuracy of the Data](#)). The effect of nonsampling error is not represented in these tables.

Methodological changes to data collection in 2013 may have affected language data for 2013. Users should be aware of these changes when using 2013 data or multi-year data containing data from 2013. For more information, see: [Language User Note](#).

While the 2012-2016 American Community Survey (ACS) data generally reflect the February 2013 Office of Management and Budget (OMB) definitions of metropolitan and micropolitan statistical areas; in certain instances the names, codes, and boundaries of the principal cities shown in ACS tables may differ from the OMB definitions due to differences in the effective dates of the geographic entities.

Estimates of urban and rural population, housing units, and characteristics reflect boundaries of urban areas defined based on Census 2010 data. As a result, data for urban and rural areas from the ACS do not necessarily reflect the results of ongoing urbanization.

APPENDIX 3
B16001 American Community Survey (ACS) 2011-2015
Estimates— *Language Spoken at Home By Ability to Speak English for the*
Population 5 years and over



B16001

LANGUAGE SPOKEN AT HOME BY ABILITY TO SPEAK ENGLISH FOR THE POPULATION 5 YEARS AND OVER

Universe: Population 5 years and over

2011-2015 American Community Survey 5-Year Estimates

Supporting documentation on code lists, subject definitions, data accuracy, and statistical testing can be found on the American Community Survey website in the Data and Documentation section.

Sample size and data quality measures (including coverage rates, allocation rates, and response rates) can be found on the American Community Survey website in the Methodology section.

Tell us what you think. Provide feedback to help make American Community Survey data more useful for you.

Although the American Community Survey (ACS) produces population, demographic and housing unit estimates, it is the Census Bureau's Population Estimates Program that produces and disseminates the official estimates of the population for the nation, states, counties, cities and towns and estimates of housing units for states and counties.

	Monroe CCD, Walton County, Georgia	
	Estimate	Margin of Error
Total:	19,403	+/-742
Speak only English	18,803	+/-788
Spanish or Spanish Creole:	413	+/-263
Speak English "very well"	343	+/-233
Speak English less than "very well"	70	+/-80
French (incl. Patois, Cajun):	32	+/-37
Speak English "very well"	32	+/-37
Speak English less than "very well"	0	+/-24
French Creole:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Italian:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Portuguese or Portuguese Creole:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
German:	21	+/-24
Speak English "very well"	21	+/-24
Speak English less than "very well"	0	+/-24
Yiddish:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Other West Germanic languages:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Scandinavian languages:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Greek:	0	+/-24
Speak English "very well"	0	+/-24

	Monroe CCD, Walton County, Georgia	
	Estimate	Margin of Error
Speak English less than "very well"	0	+/-24
Russian:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Polish:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Serbo-Croatian:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Other Slavic languages:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Armenian:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Persian:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Gujarati:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Hindi:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Urdu:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Other Indic languages:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Other Indo-European languages:	10	+/-17
Speak English "very well"	0	+/-24
Speak English less than "very well"	10	+/-17
Chinese:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Japanese:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Korean:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Mon-Khmer, Cambodian:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Hmong:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Thai:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Laotian:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Vietnamese:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Other Asian languages:	0	+/-24

	Monroe CCD, Walton County, Georgia	
	Estimate	Margin of Error
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Tagalog:	105	+/-68
Speak English "very well"	94	+/-70
Speak English less than "very well"	11	+/-20
Other Pacific Island languages:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Navajo:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Other Native North American languages:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Hungarian:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Arabic:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
Hebrew:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24
African languages:	19	+/-37
Speak English "very well"	19	+/-37
Speak English less than "very well"	0	+/-24
Other and unspecified languages:	0	+/-24
Speak English "very well"	0	+/-24
Speak English less than "very well"	0	+/-24

Data are based on a sample and are subject to sampling variability. The degree of uncertainty for an estimate arising from sampling variability is represented through the use of a margin of error. The value shown here is the 90 percent margin of error. The margin of error can be interpreted roughly as providing a 90 percent probability that the interval defined by the estimate minus the margin of error and the estimate plus the margin of error (the lower and upper confidence bounds) contains the true value. In addition to sampling variability, the ACS estimates are subject to nonsampling error (for a discussion of nonsampling variability, see Accuracy of the Data). The effect of nonsampling error is not represented in these tables.

Methodological changes to data collection in 2013 may have affected language data for 2013. Users should be aware of these changes when using multi-year data containing data from 2013. For more information, see: Language User Note.

While the 2011-2015 American Community Survey (ACS) data generally reflect the February 2013 Office of Management and Budget (OMB) definitions of metropolitan and micropolitan statistical areas; in certain instances the names, codes, and boundaries of the principal cities shown in ACS tables may differ from the OMB definitions due to differences in the effective dates of the geographic entities.

Estimates of urban and rural population, housing units, and characteristics reflect boundaries of urban areas defined based on Census 2010 data. As a result, data for urban and rural areas from the ACS do not necessarily reflect the results of ongoing urbanization.

Source: U.S. Census Bureau, 2011-2015 American Community Survey 5-Year Estimates

Explanation of Symbols:

1. An "****" entry in the margin of error column indicates that either no sample observations or too few sample observations were available to compute a standard error and thus the margin of error. A statistical test is not appropriate.
2. An "!" entry in the estimate column indicates that either no sample observations or too few sample observations were available to compute an estimate, or a ratio of medians cannot be calculated because one or both of the median estimates falls in the lowest interval or upper interval of an open-ended distribution.
3. An "!" following a median estimate means the median falls in the lowest interval of an open-ended distribution.
4. An "+" following a median estimate means the median falls in the upper interval of an open-ended distribution.
5. An "*****" entry in the margin of error column indicates that the median falls in the lowest interval or upper interval of an open-ended distribution. A statistical test is not appropriate.
6. An "*****" entry in the margin of error column indicates that the estimate is controlled. A statistical test for sampling variability is

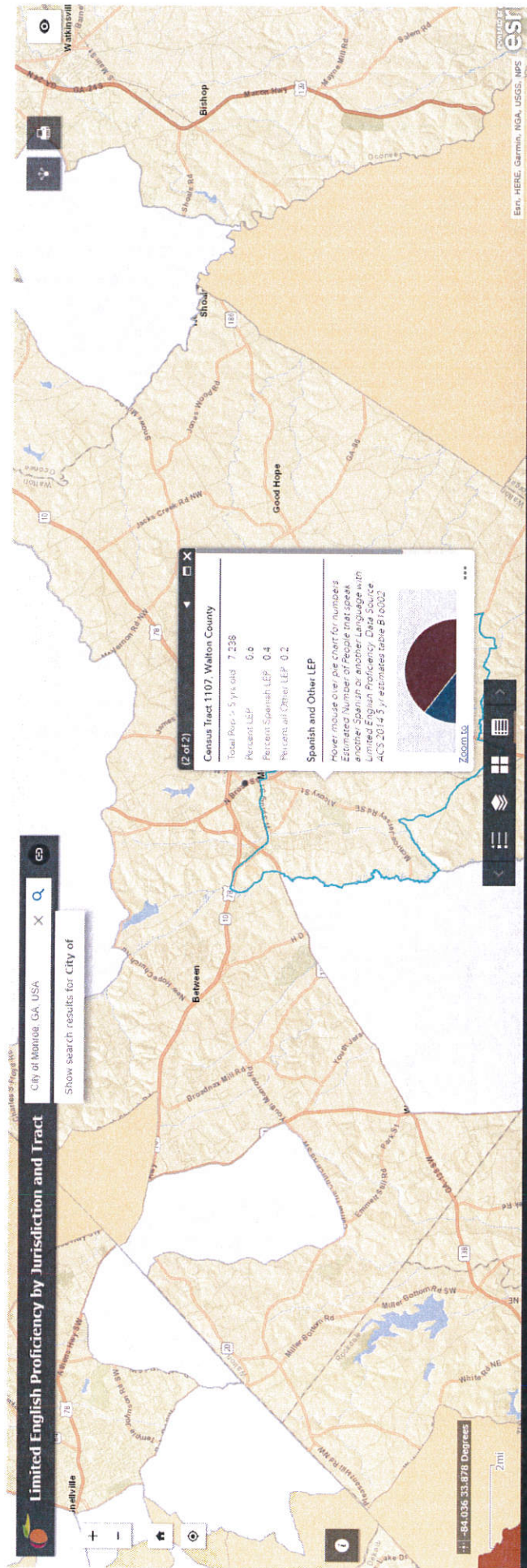
not appropriate.

7. An 'N' entry in the estimate and margin of error columns indicates that data for this geographic area cannot be displayed because the number of sample cases is too small.

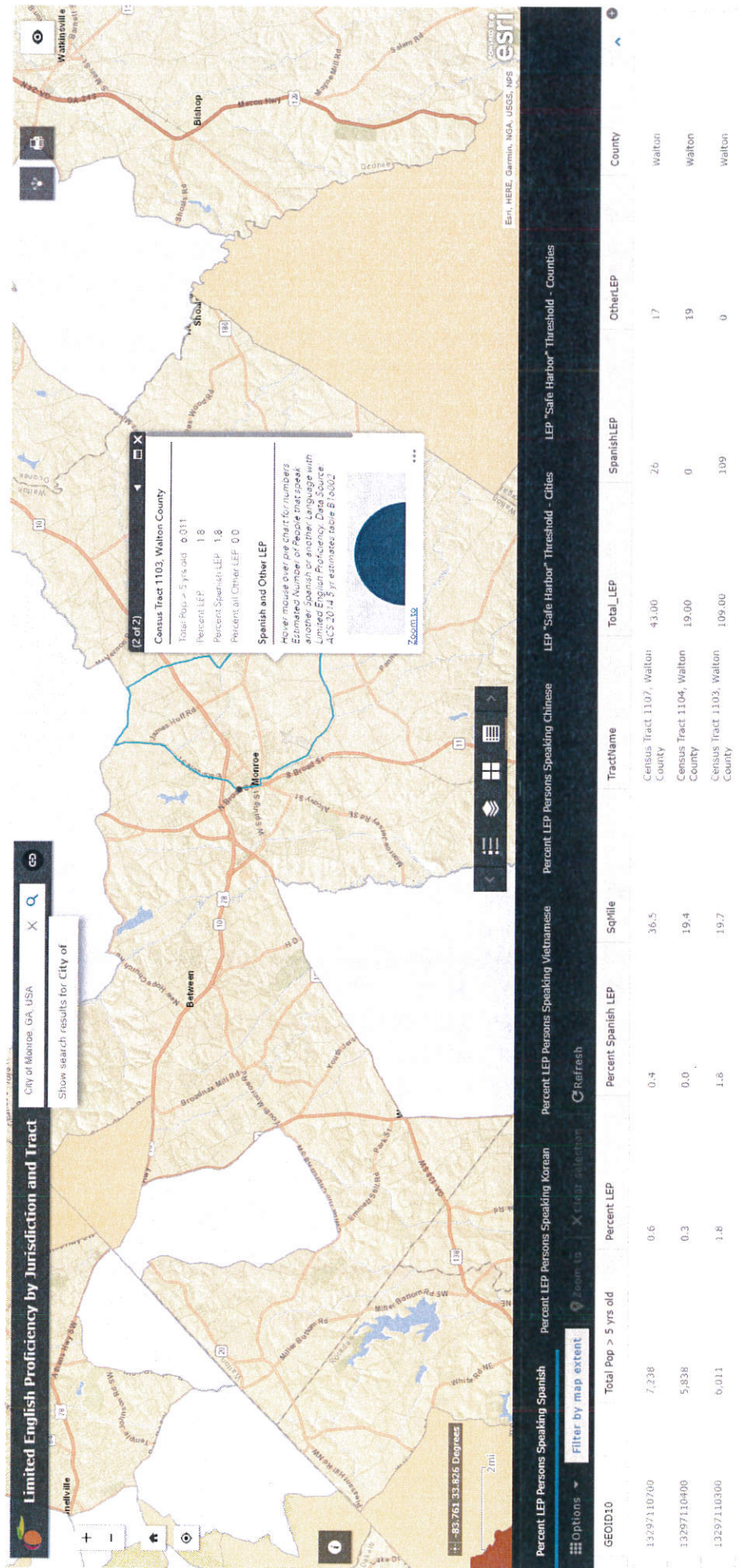
8. An '(X)' means that the estimate is not applicable or not available.

APPENDIX 4

CENSUS TRACT DOCUMENTATION



Percent LEP Persons Speaking Spanish			Percent LEP Persons Speaking Korean			Percent LEP Persons Speaking Vietnamese			Percent LEP Persons Speaking Chinese			LEP "Safe Harbor" Threshold - Cities			LEP "Safe Harbor" Threshold - Counties		
Options	Filter by map extent		Zoom to	X	Clear selection	Refresh											
GEOID10	Total Pop > 5 yrs old	Percent LEP	Percent Spanish LEP	SqMile	TractName	Total_LEP	SpanishLEP	OtherLEP	County								
13297110700	7,238	0.6	0.4	36.5	Census Tract 1107, Walton County	43.00	26	17	Walton								
13297110400	5,838	0.3	0.0	19.4	Census Tract 1104, Walton County	19.00	0	19	Walton								
13297110300	6,011	1.8	1.8	19.7	Census Tract 1103, Walton County	109.00	109	0	Walton								



Budget Resolution

A RESOLUTION ADOPTING THE 2019 BUDGET FOR THE CITY OF MONROE, GEORGIA; APPROPRIATING AMOUNTS AS SHOWN IN EACH BUDGET AS EXPENDITURES; ADOPTING THE REVENUE PROJECTIONS; AND PROHIBITING EXPENDITURES TO EXCEED APPROPRIATIONS.

BE IT RESOLVED by the Mayor and City Council of the City of Monroe, Georgia as follows:

WHEREAS, for the purpose of financing the conduct of affairs of the **City of Monroe** during the fiscal year beginning January 1, 2019 and ending December 31, 2019, the Budget of the City's Revenues and Expenditures for such period, as prepared and submitted to the **City Council** by the City Administrator; and so approved by the **Mayor and City Council**.

WHEREAS, the amounts listed are the appropriations so authorized by the **Mayor and City Council** and are approved for the amounts and purpose indicated.

WHEREAS, any pay classification or job description changes contained and funded herein the budget are approved for the amounts and purposes indicated.

WHEREAS, any organizational chart changes or descriptions contained herein the budget are approved as indicated.

WHEREAS, the rates listed are so authorized by the **Mayor and City Council** and are approved for the amounts and purpose indicated.

WHEREAS, a budget amendment is considered any action of the **Mayor and City Council** to purchase items not included in original budgeted figures.

BE IT FURTHER RESOLVED that the expenditures shall not exceed the appropriations authorized by this budget and that the expenditures for the fiscal year shall not exceed funding available.

ADOPTED by the **Mayor and City Council** of the **City of Monroe** this 11th day of December 2018.

John S. Howard, Mayor
City of Monroe

Attest:

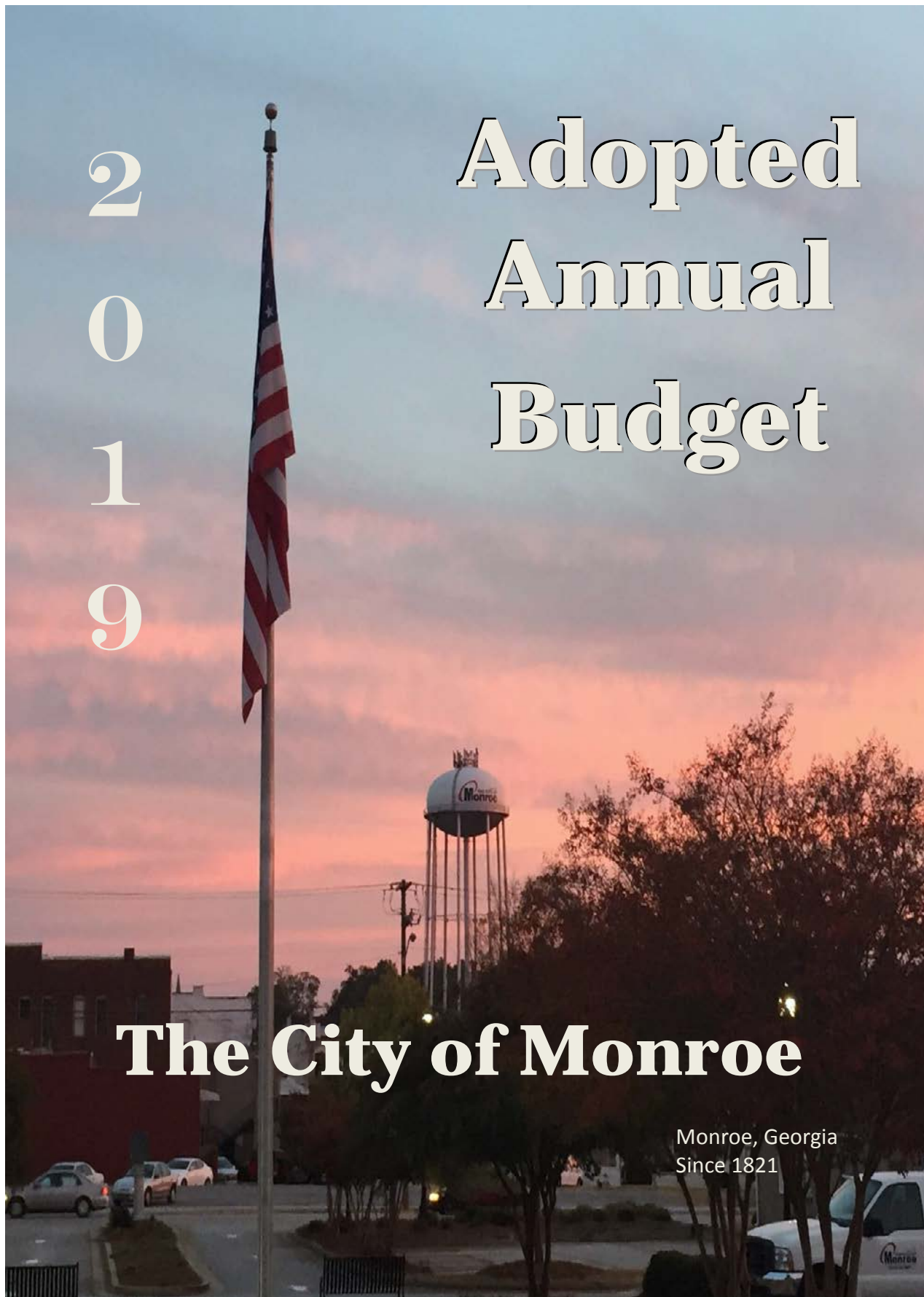
Debbie Kirk, City Clerk

2
0
1
9

Adopted Annual Budget

The City of Monroe

Monroe, Georgia
Since 1821



City of Monroe, Georgia

Adopted Annual 2019 Budget

Prepared by the City of Monroe, Georgia

Finance Department



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Monroe
Georgia**

For the Fiscal Year Beginning

January 1, 2018

Christopher P. Morill

Executive Director



Elected Officials

John Howard, Mayor

Lee P. Malcom, District 1 Councilmember

Myoshia Crawford, District 2 Councilmember

Ross Bradley, District 3 Councilmember

Larry A. Bradley, District 4 Councilmember

Norman Garrett, District 5 Councilmember

L. Wayne Adcock, Vice Mayor & District 6 Councilmember

C. Nathan Little, District 7 Councilmember

David Dickinson, District 8 Councilmember

Appointed Officials

Logan Propes, City Administrator

Beth Thompson, Finance Director

Bill Owens, Interim Fire Chief

Brian Thompson, Electric & Telecommunications Director

Danny Smith, Solid Waste Director

Darrell Stone, Planning & Development Director

Jeremiah Still, Streets and Transportation Director

Les Russell, Human Resources Director

Rodney Middlebrooks, Water, Sewer & Gas Director

R.V. Watts, Interim Police Chief

City of Monroe, Georgia Organization Chart

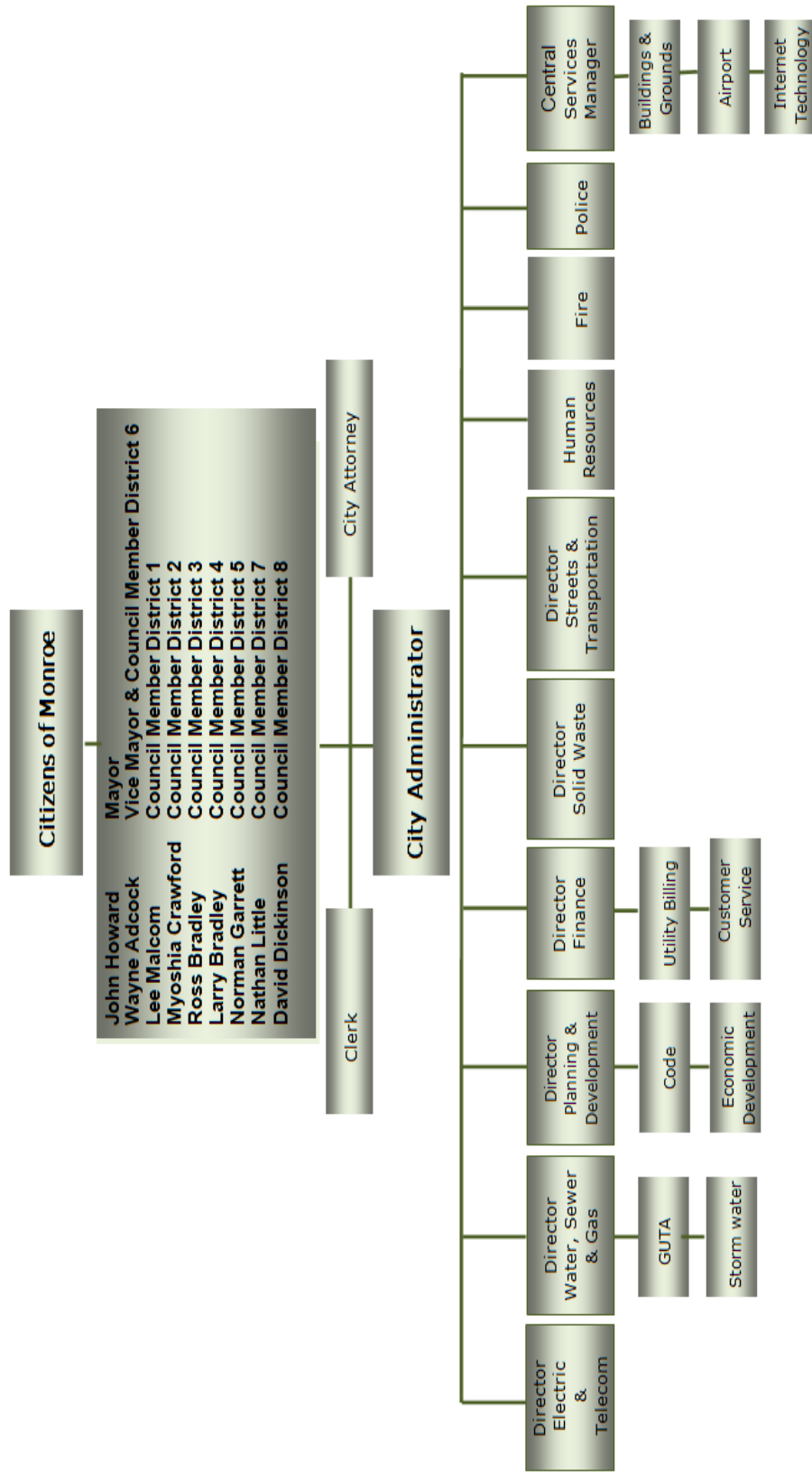


Table of Contents

Introduction

Transmittal Letter	1
City of Monroe's Mission & Goals	6
General Information	8
Budget Adoption	10
Budget Amendments	11
Budget Calendar	12
Budget Resolution	13
Fund Structure and Basis of Budgeting	14
Fund Descriptions	15
Summary – City-wide	17
Summary – City-wide All Funds	18
Summary – City-wide Positions.....	19
Summary-City-wide Salaries.....	20
Revenue Analysis	21
Revenue Summary	26
Expenditure Summary	32
Capital.....	35
Debt Service	41

General Fund

Revenues, Expenditures and Other Sources and Uses Summary	45
Revenues Detail.....	46
Positions by Department	49
Budgeted Expenditures by Department	
General Government	53

General Fund (continued)

Budgeted Expenditures by Department (continued)

Finance	58
Planning and Development	60
Fire.....	62
Police.....	65
Streets and Transportation	69
Buildings and Grounds	73
Airport	76

Other Governmental Funds

Other Governmental Funds Overview	79
---	----

Confiscated Assets Fund

Summary and Expenditures.....	80
-------------------------------	----

Hotel/Motel Fund

Summary and Expenditures.....	81
-------------------------------	----

G.O. Debt Service Fund

Summary and Expenditures.....	82
-------------------------------	----

S.P.L.O.S.T Fund

Summary and Expenditures.....	83
-------------------------------	----

Enterprise Funds

Combined Utilities Fund

Revenues and Rates	86
Revenues, Expenditures and Other Sources and Uses Summary	88
Revenues Detail.....	89

Enterprise Funds (continued)

Combined Utilities Fund (continued)

Positions by Department	90
Various Utility Rates	92
Budgeted Expenditures by Department	
Finance and Administration - Utility	106
Electric and Telecommunications	111
GUTA, Natural Gas, Sewer, Storm water and Water	117

Solid Waste Fund

Overview	129
Revenues, Expenditures and Other Sources and Uses Summary	130
Revenues and Rates	131
Revenues Detail	133
Budgeted Expenditures	134
Positions by Department	139

Appendix

Statistical Information	142
Financial Policies	153
Glossary	157

INTRODUCTION



Post Office Box 1249 • Monroe, Georgia 30655
Telephone 770-267-7536 • Fax 770-267-2319

John S. Howard, Mayor
L. Wayne Adcock, Vice Mayor

December 4, 2018

Honorable Mayor and Members of the City Council:

The City's Finance Department is pleased to present to you the adopted FY 2019 budget. This document contains the Capital Improvement Program (CIP) budget as discussed in earlier meetings along with the Maintenance & Operations (M&O) budget. The process began with departmental requests which were reviewed and modified by myself and the Finance Director based on funding availability, scope of program need and actual performance.

The current FY 2018 General Fund budget is \$11,487,155. The 2019 budget is \$11,807,632, which represents only a 2.79% increase over 2018. The current 2018 ad valorem tax rate for the City of Monroe is again the full rollback rate of 7.277 mills which will fund the FY 2019 budget (5.298 mills for maintenance & operations and 1.979 mills for general obligation bond debt service). One mill equals approximately \$410,197 in ad valorem tax proceeds at the 98% collection rate.

The total Combined Utilities budget for FY 2019 is \$39,868,121, an increase of 3.26% over the current FY 2018 budget of \$38,608,773. The FY 2019 Enterprise Fund budget of Solid Waste contains an increase of 4.28%.

These funds are supplemented by a robust Special Purpose Local Option Sales Tax (SPLOST) program that delivers a wide array of capital improvement projects. For 2019, a new SPLOST will fund major transportation project initiatives such as joint city-county-state projects and major parks improvements, including the new Downtown Green park. Residual revenues from the 2013 SPLOST will continue to fund

transportation and streetscape projects along with public safety and solid waste capital purchases.

All funds combined city-wide are increasing 3.61% for FY 2019 with a total city-wide M&O balanced budget of \$59,456,052.

This budget was prepared on a conservative basis with only one new full-time position, a Water Treatment Plant Apprentice and one conversion of a part-time position to full-time in Information Technology. These additional 1.5 full time positions will create additional efficiencies in service to the public and internally.

There are several new but necessary capital expenditures to ensure our infrastructure and services are top-of-the-line and also of high value for the ratepayer and taxpayer dollar.

This budget includes an employee merit increase in salaries for FY 2019. Merit increases will be based on performance evaluations conducted by supervisors, of up to 3%. These adjustments will be effective in July, 2019.

The portion of the FY 2019 budget that contains capital projects amounting to \$5,796,360 is outlined in the CIP. The General Fund portion of \$244,919 is funded by revenue generated in the General Fund. Other governmental funds' capital projects are funded by a dedicated source such as the SPLOST which totals \$2,006,827 for the capital projects previously mentioned.

By ordinance, the City has established a utility capital improvement reserve to fund future capital projects for expansion and replacement. Included in the annual budget and financed from current and reserve utility capital revenues is \$3,115,614. The Solid Waste fund accounts for another \$50,000 in capital equipment in 2019. The CIP accounts for expenditures over \$5,000 and having a useful life of more than two years.

Goals and Priorities

The following are some of the major goals and priorities of the City for FY 2019:

- Continue rehabilitation of sewer and water throughout the City with the recently awarded Community Development Block Grant (CDBG) from the Department of Community Affairs (DCA) on Madison Avenue, Stokes, Knight, Mears, Mill, E Norris & Lawrence streets within the City of Monroe.

- Continue rehabilitation plan on the waster-water treatment plant in lieu of a total plant redesign. This will save the city millions and help the plant last another 10+ years.
- Begin the sewer expansion project along the Hwy 138 corridor and Alcovy River to create new opportunities for commercial and residential growth.
- Renovation and revitalization of the 1.667 acres in downtown for use as the new Town Green (purchased in August 2018) to hold City events.
- Continue street light conversion project to LED for substantial cost savings and citizen safety.
- Continue replacement of old switches and conductors along with other improvements throughout the City's electric infrastructure. These projects will reduce line loss and outages and help with system reliability.
- Continue the partnership with Georgia Department of Transportation (GDOT) and Walton County on a much-needed downtown connector project for a commercial truck route around the historic downtown area connecting Hwy 83 and Hwy 11 South. Preliminary engineering has been submitted to GDOT; while a construction let date has been assigned by GDOT for FY 2020. Such plans will include a new roundabout for improved traffic flow.
- Continue construction on the Livable Centers Initiative (LCI) Transportation Enhancement grant project on North Broad Street. The project will extend sidewalks along North Broad Street from Marable Street to Mayfield Drive using LCI grant funds matched with local SPLOST transportation funds.
- Begin construction on the North Broad Street sidewalk Transportation Alternatives Program (TAP) grant project to enhance sidewalks from Marable Street to the downtown area.
- The Monroe Downtown Development Authority (DDA) and volunteer Main Street committees continue their efforts to promote the downtown district

and attract tourism to the City. The Main Street Program sponsors multiple programs and successful events throughout the year. The City will continue to support the downtown through financial contributions and a revised alcohol ordinance allowing for new restaurants and businesses such as brewpubs and wine tasting rooms and will allow for a more robust event calendar.

- Continue to enhance the appearance on the main city corridors with grounds keeping along with our City parks and cemeteries.
- The City will closely monitor growth areas for economic development activity and create the appropriate utility infrastructure plans to position the City for maximum commercial and retail development. Additional resources will be used to help recruit retailers to come to the City of Monroe and also mitigate slum and blight through code enforcement, which has an economic development impact.
- Renovation of the old Walton Plaza shopping center (purchased in December 2017) for use as a new Police Department and Municipal Court will be a major initiative that will help change the face of the East Spring Street Corridor. Further master planning of the site will help to spur future, quality development in an area that has otherwise been left behind. Additionally, the sale of the current police department will allow for a higher and better use of limited downtown retail space and will free up significant amounts of downtown parking at the Wayne Street lot.
- Continued focus on many Airport capital improvement projects such as an LPV approach and other joint GDOT and City project initiatives to make the Airport an economic engine for Monroe and Walton County.

Conclusion

The development of this budget was a challenging task that involved the evaluation of many competing priorities among our various departments and within the limitations of our available revenue. On balance, I believe that this proposed budget is a responsible fiscal plan that will keep Monroe moving progressively forward.

While some costs have increased, most of the budget is comprised of relatively fixed costs; those being personnel, utility purchases, and debt. There are no major changes for FY 2019 regarding scope of services. This budget will only continue to enhance the City's services based on Council's priorities and vision.

Acknowledgement

I wish to thank and acknowledge the many hours of work, advice and knowledge provided by the dedicated department directors and staff of the City of Monroe that have helped myself and the city council to produce this annual financial plan in order to serve the residents and customers of the City of Monroe.

Sincerely,

Logan Propes
City Administrator

City of Monroe's Mission & Goals

Organizational Mission:

To provide top quality services in a fiscally responsible manner while promoting high standards of living and quality of life.

Department	Sound Leadership	Fiscal Responsibility	High Quality Services	Community Friendly	Open Dialogue	Recruit & Develop Businesses	Encourage Livable Community	Assure Safety of Community	Maintain & Improve Infrastructure	Provide Quality of Life
Airport		x	x	x	x		x		x	
Buildings & Grounds		x	x	x	x		x		x	x
City Administrator	x	x	x	x	x	x				
City Council	x	x	x	x	x					
Economic Development		x	x	x	x	x	x			
Electric & Telecommunications		x	x	x	x				x	
Finance		x	x	x	x					
Fire		x	x	x	x			x		
Human Resources		x	x	x	x					
Internet Technology		x	x	x	x				x	
Municipal Court		x	x	x	x			x		
Police		x	x	x	x			x		x
Protective/Code		x	x	x	x			x		x
Solid Waste		x	x	x	x				x	x
Streets & Transportation		x	x	x	x				x	
Water, Sewer, Gas		x	x	x	x				x	

Goals:	Initiatives:
<i>City Council</i> – To provide sound leadership through diligent policy making while acting to preserve our resources in a fiscally responsible manner.	<ul style="list-style-type: none"> * Listen to citizens concerns and be responsive to their needs. * Maintain low tax burden with lowest possible millage rate
<i>City Employees</i> – To serve the public by creating a safe, community-friendly atmosphere; to provide and preserve the highest quality services.	<ul style="list-style-type: none"> * Ensure projects are completed in a timely manner with the least disruption to our citizens * Maintain the City's current infrastructure and enhance as needed * Provide a safe environment for our citizens through public safety
<i>Communications</i> - To educate our citizens and keep them informed on City programs and to keep an open dialogue with management, staff and the community on a regular basis.	<ul style="list-style-type: none"> * Provide public educational events for our citizens * Continuous updates to the City's website * Implement an ESS (Employee Self Service) Portal for all employees
<i>Economic Development</i> - To ensure continued sustainability of the community by attracting new businesses and encouraging existing businesses to improve and upgrade. Promote livable/walk-able communities.	<ul style="list-style-type: none"> * The Monroe Downtown Development Authority and volunteer Main Street committees continue their efforts to promote the downtown district and attract tourism to the City. The Main Street Program sponsors multiple programs and successful events throughout the year. * The City will closely monitor growth areas for economic development activity and create the appropriate utility infrastructure plans to position the City for maximum commercial and retail development. * Mitigate slum and blight through code enforcement, which has an economic development impact.
<i>Fiscal Responsibility</i> - To make reasonable financial decisions which have the best interest of the City and the community.	<ul style="list-style-type: none"> * Maintain high levels of accounting and reporting standards to be in compliance with local, state and federal laws. * Continue to achieve GFOA awards for Certificate of Achievement for Excellence in Financial Reporting, Distinguished Budget Presentation Award and Award for Outstanding Achievement in Popular Annual Financial Reporting.
<i>Public Infrastructure</i> - To protect, preserve and improve the City's public infrastructure; to plan for future development and prevent system aging by applying proper maintenance techniques.	<ul style="list-style-type: none"> * Continue rehabilitation of sewer and water lines throughout the City with the recently awarded Community Development Block Grant (CDBG) from the Department of Community Affairs (DCA). * Continue rehabilitation on the wastewater treatment plant in lieu of a total plant redesign. * Start a sewer expansion project along the Hwy 138 corridor. * Start remodeling of the newly purchased Police Department and Municipal Court building.
<i>Quality of Life</i> – To provide a well maintained, pleasing atmosphere for all city facilities as well as downtown.	<ul style="list-style-type: none"> * Continue to enhance the appearance on the main city corridors along with city parks and downtown.
<i>Transportation</i> - To provide and maintain quality streets; to properly maintain traffic signs and signals; to provide for the alternative transportation needs of all segments of the community.	<ul style="list-style-type: none"> * Continue the street light conversion project to LED for substantial cost savings and citizen safety. • Continue sidewalk projects throughout the City; Spring Street and North Broad Street. * Continue the partnership with Georgia Department of Transportation (GDOT) and Walton County on a much-needed downtown connector project for a commercial truck route around the historic downtown. * Continue street paving with annual LMIG funds.

General Information

The City of Monroe, Georgia, the county seat of Walton County, was incorporated on November 30, 1821. The city is proud of our nickname, "City of Governors", because of the seven Georgia governors the city has produced. Monroe was named after the fifth U.S. President, James Monroe.



The restored Walton County courthouse is the center of Monroe's Historic District. Also located in this district are the Davis Edwards House and the McDaniel-Tichenor House, home to former Georgia Governor Henry D. McDaniel. Both are listed on the National Registry.

Monroe is the largest city in Walton County, with a population of 13,858, per the 2016 census. Walton County is nestled in the Alcovy River basin between the urban sprawl of Atlanta and classic Athens. Monroe offers the best of both those worlds. Our rich history draws visitors to Monroe; our small town atmosphere, engaging cultural life, and high tech capabilities entice them to stay. Monroe's colorful history is typified by antebellum homes, a historic downtown and venerable government buildings. Monroe's future is exemplified by inter-mingling these historic areas with planned residential growth and high-tech industries.

For years, many visitors have portrayed our city as the perfect place for visiting historic sites, shopping, dining and strolling along the tree-lined streets of a beautiful downtown. Our convenient location makes visiting Downtown Monroe a great day trip or relaxing weekend destination.

The City of Monroe offers many events and activities throughout the year, including festivals, a farmer's market, concerts and parades. We have a widely divergent range of cultural and recreational activities. The City provides an Art Guild, Music Guild, and the Monroe-Walton County Uncle Remus Regional Library. Monroe's airport hosts the only sky-dive club east of Atlanta and an award winning squadron of the Civil Air Patrol. We welcome you to come see our Museum & Visitor's Center, shop in what is



known as the antique capital of Georgia or enjoy hiking trails, parks and other recreational areas around Monroe.

Also attracting both individual and corporate customers is the Monroe Utilities Department. This community-owned, full-service utility company provides Monroe and Walton County residents a wide range of services including; water, electricity, gas, sewer, cable TV, high-speed internet, and voice over internet phone service. Additionally, the Monroe Utilities Department provides a citywide broadband fiber optic system typically found only in larger metropolitan areas.



Annual Events

Chocolate Walk	February
Car Show	March
Farm to Table Dinner	April
Alive After 5	April – October
Food Truck Fridays	April, July & October
Farmers Market	May – October
Movies at the Mill	July
July 4 Celebration	July
First Friday Concerts	May, June, August & September
Fall Fest	October
Paws in the Park	October
Light up the Night	November
Candlelight Shopping	November & December
Christmas Parade	December

Budget Adoption

The City of Monroe's budget process complies with state law and local ordinance. The budget is adopted by resolution, a public hearing is advertised and held and the final budget is advertised.

The budget development is led by the City Administrator who according to local ordinance shall prepare and submit the annual operating budget and capital budget to the Mayor and Council. The following process represents many months and hours of work involving a wide range of individuals in order to complete the final budget document:

- The Finance Department distributes spreadsheets showing budget to actual figures to all departments of the City. Staff begins the budget process by reviewing the current year and preparing a preliminary department budget using budget constraints put forth by the administration.
- The Finance Director along with the City Administrator prepares revenue budget estimates. In addition to preparing the revenue budget, customer fees are also analyzed.
- The City Administrator reviews each department's proposed budget, making any needed adjustments.
- Prior to January 1, the City Administrator submits to the Mayor and City Council a proposed operating budget for the fiscal year commencing on January 1. The operating budget includes proposed expenditures and the means for financing them. Council meets to discuss the proposed budget and makes adjustments as needed.
- The City Council holds a public hearing on the budget, giving notice thereof at least ten days in advance by publication in the local newspaper.
- The budget shall be revised and adopted or amended by the City Council at a subsequent regular meeting in the year to which it applies and within forty-five days following January 1. (Meaning a budget must be adopted within 45 days after the new year begins)
- The adopted budget may be revised during the year only by formal action of the City Council in a regular meeting and no increase shall be made

without provision also being made for financing same, for anything above the legal level of budgetary control, which is the department level. However, transfers within a department may be made within any fund.

Budget Amendments

The City of Monroe's budget is a dynamic rather than a static plan, which requires adjustments and formal budget amendments as circumstances change. Georgia law regulates how a budget may be amended. There are two types of amendments: budget transfers and appropriation changes.

The Finance Director and City Administrator are permitted to transfer appropriations within a department upon the request of a Department Head. These transfers do not change the total for a department. Transfers between departments and budget amendments require approval of the Mayor and City Council.

The appropriation resolution includes all the City's General Fund and Enterprise funds and the other Governmental funds listed in the table of contents. The City's fiscal year begins on January 1 and ends on December 31.

Budget Calendar

June	<ul style="list-style-type: none"> * Finance Director creates CIP (Capital) Budget spreadsheets for Department Heads * CIP requests are due to the Finance Director
July	<ul style="list-style-type: none"> * Finance Director and City Administrator present preliminary CIP Budget to City Council and Mayor
August	<ul style="list-style-type: none"> * Finance Director creates Operating Budget spreadsheets for Department Heads
September	<ul style="list-style-type: none"> * Operating Budget requests are due to the Finance Director
October	<ul style="list-style-type: none"> * The Finance Director reviews and compiles budget requests * City Administrator, Finance Director and Department Heads review budget requests * Develop preliminary O&M and CIP Budget
November	<ul style="list-style-type: none"> * Present preliminary O&M and CIP Budget to Council and Mayor * Review Council and Mayor input and update Budgets as needed
December	<ul style="list-style-type: none"> * Public hearing on 2019 Budget * Adoption of 2019 Budget

Budget Resolution

A RESOLUTION ADOPTING THE 2019 BUDGET FOR THE CITY OF MONROE, GEORGIA; APPROPRIATING AMOUNTS AS SHOWN IN EACH BUDGET AS EXPENDITURES; ADOPTING THE REVENUE PROJECTIONS; AND PROHIBITING EXPENDITURES TO EXCEED APPROPRIATIONS.

BE IT RESOLVED by the Mayor and City Council of the City of Monroe, Georgia as follows:

WHEREAS, for the purpose of financing the conduct of affairs of the **City of Monroe** during the fiscal year beginning January 1, 2019 and ending December 31, 2019, the Budget of the City's Revenues and Expenditures for such period, as prepared and submitted to the **City Council** by the City Administrator; and so approved by the **Mayor and City Council**.

WHEREAS, the amounts listed are the appropriations so authorized by the **Mayor and City Council** and are approved for the amounts and purpose indicated.

WHEREAS, any pay classification or job description changes contained and funded herein the budget are approved for the amounts and purposes indicated.

WHEREAS, any organizational chart changes or descriptions contained herein the budget are approved as indicated.

WHEREAS, the rates listed are so authorized by the **Mayor and City Council** and are approved for the amounts and purpose indicated.

WHEREAS, a budget amendment is considered any action of the **Mayor and City Council** to purchase items not included in original budgeted figures.

BE IT FURTHER RESOLVED that the expenditures shall not exceed the appropriations authorized by this budget and that the expenditures for the fiscal year shall not exceed funding available.

ADOPTED by the **Mayor and City Council** of the **City of Monroe** this 11th day of December 2018.

John Howard, Mayor
City of Monroe

Attest:

Debbie Kirk, City Clerk

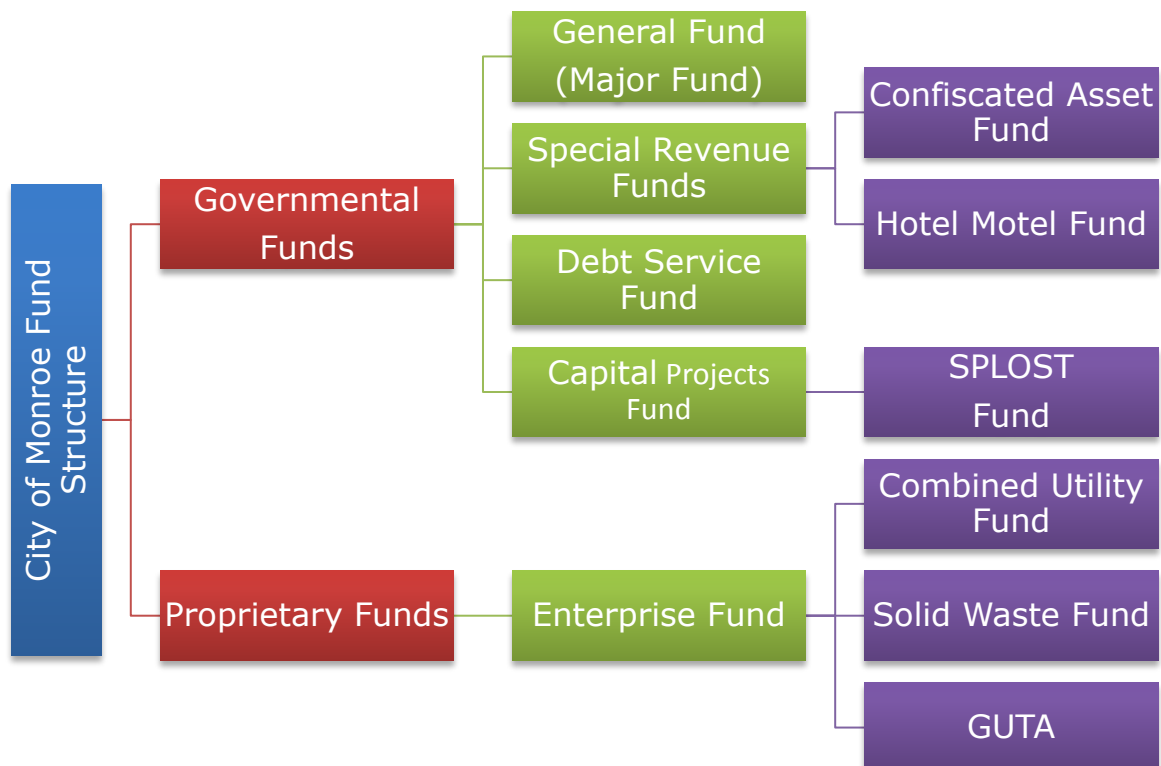
Fund Structure and Basis of Budgeting

The City's financial reporting system is organized on a fund basis consisting of two major types – governmental and proprietary. Each fund is a separate accounting entity with a self-balancing set of accounts. This is in accordance with Generally Accepted Accounting Principles (GAAP). The basis of accounting used for reporting is in accordance with GAAP. The basis for each of the funds is not necessarily the same as the basis used in preparing the budget.

The City of Monroe uses the modified accrual basis for budgeting. However, the actual amounts for the governmental funds are shown on the modified accrual basis and the enterprise funds are full accrual basis with the exception that the depreciation expense is not budgeted, repayments on debts are budgeted as expenses and capital assets are budgeted as expenses in enterprise funds.

Budgets are prepared for each fund except the capital projects fund which adopts project-length budgets and is controlled at the project level with the exception of the SPLOST capital project budget which is included in this document.

The following is a discussion and illustration of the City's fund structure:



Fund Descriptions

The **General Fund** is the principal fund of the City. It supports services associated with the majority of basic governmental activities. The General Fund is used to account for all financial resources, unless they are required to be accounted for within another fund.

Special Revenue Funds are funds used to account for the proceeds of specific revenue resources that are legally restricted. These funds include: Confiscated Assets and Hotel Motel Tax Fund.

Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital projects and are budgeted on a project-length basis. We have included the City's Special Local Option Sales Tax Fund (SPLOST) in this budget document.

Debt Service Funds are used to account for the accumulation of resources for and payment of the City's long-term debt principal and interest.

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private businesses. These funds include the Combined Utilities Fund and the Solid Waste Fund.

The Combined Utility Fund is the largest proprietary fund accounting for the operations of the Electric, Telecommunications, Water, Sewer and Gas systems of the City as well as GUTA which provides training for city employees as well as other outside organizations. The Solid Waste Fund accounts for all solid waste operations of the City.

USE OF FUNDS BY DEPARTMENTS

Department	General Fund (Major)	Confiscated Assets	Hotel Motel Fund	Debt Service Fund	Capital Projects Fund	SPLOST Fund	Combined Utility Fund	Solid Waste Fund
General Government	✓		✓	✓	✓	✓	✓	
Finance	✓				✓	✓	✓	
Protective Service	✓				✓	✓	✓	
Fire	✓				✓	✓	✓	
Public Works	✓				✓	✓	✓	✓
Police	✓	✓			✓	✓	✓	
Buildings and Grounds	✓				✓	✓	✓	
Electric and Telecommunications						✓	✓	
Water, Sewer and Gas						✓	✓	

CITYWIDE SUMMARIES

Citywide Operating Budget Summary

Revenues, Expenditures and Other Sources & Use Summary

REVENUE	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
CHARGES FOR SERVICES	40,234,963	42,524,108	42,528,342	43,359,973	44,427,304	1,067,331
CONTRIBUTIONS AND DONATIONS	45,390	81,601	107,416	41,000	43,000	2,000
FINES AND FORFEITURES	494,382	321,644	294,986	440,000	440,000	0
FUND BALANCE				202,500	545,000	342,500
INTERGOVERNMENTAL	2,590,627	368,990	517,113	2,510,374	2,696,032	185,658
INVESTMENT INCOME	76,109	175,849	1,168,599	60,000	200,000	140,000
LICENSES AND PERMITS	123,327	249,148	165,740	327,700	270,090	(57,610)
MISCELLANEOUS	293,139	212,389	296,297	266,000	256,808	(9,192)
OTHER FINANCING SOURCES	2,938,665	5,474,600	3,258,625	3,381,006	3,586,129	205,123
TAXES	6,502,342	7,839,101	8,203,389	6,798,323	6,991,689	193,366
PROCEEDS OF GEN FIXED ASSETS			32,366		0	0
PROCEEDS OF GEN LONG TERM			245,900			0
TOTAL REVENUE	53,298,944	57,247,430	56,818,773	57,386,876	59,456,052	2,069,176

EXPENDITURES BY FUND	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
COMBINED UTILITIES FUND	31,559,205	33,477,335	34,108,687	38,608,773	39,868,121	1,259,348
CONFISCATED ASSETS FUND	122,447	60,089	34,120	40,000	40,000	0
DOWNTOWN DEV FUND			318,286			0
GENERAL FUND	10,082,972	9,753,148	12,330,653	11,487,155	11,807,632	320,477
GO BOND DEBT SVC FUND	818,400	3,354,150	842,725	862,248	881,888	19,640
HOTEL MOTEL TAX FUND	44,291	47,679	45,711	25,000	43,000	18,000
SOLID WASTE FUND	4,280,000	4,088,437	4,350,396	4,611,200	4,808,584	197,384
SPLOST 2013 FUND	1,561,440	1,195,248	926,199	1,752,500	545,000	(1,207,500)
SPLOST 2007 FUND						0
SPLOST 2019 FUND					1,461,827	1,461,827
TOTAL EXPENDITURES	48,468,755	51,976,086	52,956,777	57,386,876	59,456,052	2,069,177

EXCESS/(DEFICIENCY) OF REVENUE & OTHER SOURCES OVER EXPENDITURES	4,830,189	5,271,344	3,861,996	0	0	(0)
--	-----------	-----------	-----------	---	---	-----

Sa

CITYWIDE 2019 OPERATING BUDGET SUMMARY

ALL FUNDS

ESTIMATED FUND BALANCE/FUND EQUITY -
BEGINNING OF YEAR

76,607,162	7,885	57,705	2,753,249	115	3,537	2,094,697	5,445,275	86,969,625
------------	-------	--------	-----------	-----	-------	-----------	-----------	------------

REVENUE	COMBINED UTILITIES FUND	CONFISCATED ASSETS FUND	DOWNTOWN DEV FUND	GENERAL FUND	GO BOND DEBT SVC FUND	HOTEL MOTEL TAX FUND	SOLID WASTE FUND	SPLOST 2013 FUND	SPLOST 2019 FUND	TOTAL REVENUE
CHARGES FOR SERVICES	38,918,120			700,600			4,808,584			44,427,304
CONTRIBUTIONS AND DONATIONS				43,000						43,000
FINES AND FORFEITURES		40,000		400,000						440,000
FUND BALANCE								545,000		545,000
INTERGOVERNMENTAL	750,000			484,205					1,461,827	2,696,032
INVESTMENT INCOME	200,000									200,000
LICENSES AND PERMITS				270,090						270,090
MISCELLANEOUS				256,808						256,808
OTHER FINANCING SOURCES	1			2,704,240	881,888					3,586,129
TAXES				6,948,689		43,000				6,991,689
PROCEEDS OF GEN FIXED ASSETS										
PROCEEDS OF GEN LONG TERM										
TOTAL REVENUE	39,868,121	40,000		11,807,632	881,888	43,000	4,808,584	545,000	1,461,827	59,456,052
% OF BUDGET	67.1%	0.1%	0.0%	19.9%	1.5%	0.1%	8.1%	0.9%	2.5%	

EXPENDITURES	COMBINED UTILITIES FUND	CONFISCATED ASSETS FUND	DOWNTOWN DEV FUND	GENERAL FUND	GO BOND DEBT SVC FUND	HOTEL MOTEL TAX FUND	SOLID WASTE FUND	SPLOST 2013 FUND	SPLOST 2019 FUND	TOTAL EXPENDITURES
CAPITAL OUTLAYS - INFRASTRUCTURE										
CAPITAL OUTLAYS - MACHINERY &	25,000			159,919				450,000		634,919
CAPITAL OUTLAYS - PROPERTY				85,000			50,000		768,279	903,279
DEBT SERVICE	1,896,014			301,153	881,888			95,000		3,174,055
DEPRECIATION AND AMORTIZATION	31,123									31,123
INFRASTRUCTURE - AIRPORT									105,000	105,000
OTHER COSTS	300,000			190,500		43,000				533,500
OTHER FINANCING USES	6,083,302			881,888			540,944			7,506,134
PERSONAL SERVICES AND EMPLOYE	7,648,573			7,757,750			1,240,138			16,646,461
PURCHASED/CONTRACTED SERVICE	3,058,378	13,000		1,281,065			2,577,043		50,000	6,979,486
SUPPLIES	20,825,731	27,000		1,150,357			400,459		538,548	22,942,095
TOTAL EXPENDITURES	39,868,121	40,000		11,807,632	881,888	43,000	4,808,584	545,000	1,461,827	59,456,052
% OF BUDGET	67.1%	0.1%	0.0%	19.9%	1.5%	0.1%	8.1%	0.9%	2.5%	

EXCESS/(DEFICIENCY) OF REVENUE &
OTHER SOURCES OVER EXPENDITURES

0	0	0	0	0	0	0	(0)	0	0	0
---	---	---	---	---	---	---	-----	---	---	---

USE OF CASH RESERVES

ESTIMATED FUND BALANCE/FUND EQUITY -
END OF YEAR

76,607,162	7,885	57,705	2,753,249	115	3,537	2,094,697	5,445,275	0	86,969,625
------------	-------	--------	-----------	-----	-------	-----------	-----------	---	------------

Full Time Citywide Positions by Fund

	2015 FTEs	2016 FTEs	2017 FTEs	2018 FTEs	2019 FTEs
General Fund	98	103	105	114	111
Building & Grounds	3	3	3	1	4
Econ Dev/Main Street	1	1	1	1	1
Finance Financial Administration	3	3	3	3	3
Finance General Administration	2	2	2	2	1.5
Fire Operations	21	22	22	28	28
Fire Prevention / CRR		1	1	1	1
General Government Executive	1	1	1	1	0.5
Highways & Streets	21	22	22	21	17
Municipal Court				1	1
Police	41	41	43	47	46
Planning & Development	5	7	7	8	8
Solid Waste Fund	20	22	22	21	21
Administration	3	3	3	3	3
Recyclables Collection	1	1	1	1	1
Solid Waste Collection	12	12	12	12	12
Solid Waste Disposal	2	2	2	2	2
Yard Trimmings	2	4	4	3	3
Utility Fund	92	96	102	107	106
GUTA		3	3	3	2
Utility-Admin ETC	2	2	3	4	2
Utility-Admin WSG	1	1	2	2	2
Utility-CATV	5	5	5	6	6
Utility-Customer Service	11	13	15	15	19
Utility-Electric	14	14	14	14	13
Utility-Finance	5	4	4	5	6
Utility-Natural Gas	8	8	8	8	8
Utility-Sewage Collection	8	8	8	8	6
Utility-Sewage Treatment Plant	7	7	7	7	6
Utility-Stormwater	3	3	3	4	6
Utility-Telecom & Internet	3	3	3	2	4
Utility-Utility Billing	3	3	3	3	3
Utility-Water Distribution System	7	8	10	9	9
Utility-Water Treatment Plant	5	5	5	6	7
Utility-Central Services	10	9	9	11	7
Grand Total	210	221	229	242	238

Citywide Salary Comparison by Fund

2018

FUND	DEPT NAME	Total Salaries
General Fund	General Government Legislative	48,720.00
	General Government Executive	68,208.00
	Planning Commission	4,567.50
	Econ Dev/Main Street	120,497.87
	Finance General Administration	122,395.93
	Finance Financial Administration	149,679.24
	Code	362,702.03
	Fire Operations	1,196,150.57
	Fire Prevention / CRR	50,808.87
	Highways & Streets	819,640.78
	Municipal Court	51,673.18
	Police	2,024,137.18
	Building & Grounds	49,357.28
General Fund Total		5,068,538.43
Solid Waste Fund	Administration	167,572.24
	Solid Waste Collection	414,601.22
	Solid Waste Disposal	60,939.74
	Recyclables Collection	34,243.66
	Yard Trimmings	123,534.21
Solid Waste Fund Total		800,891.08
Utility Fund	Utility-Finance	319,258.10
	Utility-Customer Service	596,448.02
	Utility-Utility Billing	159,591.56
	Finance Central services	619,778.57
	Utility-Electric Gen	272,781.47
	Utility-Electric	795,476.02
	Utility-CATV	394,802.01
	Utility-Admin	171,545.93
	Utility-Stormwater	160,484.47
	Utility-Sewage Collection	299,803.33
	Utility-Sewage Treatment Plant	282,332.98
	Utility-Water Treatment Plant	288,656.49
	Utility-Water Distribution System	339,251.37
	Utility-Natural Gas	332,001.21
	GUTA	140,062.41
Utility Fund Total		5,172,273.95
Grand Total		11,041,703.47

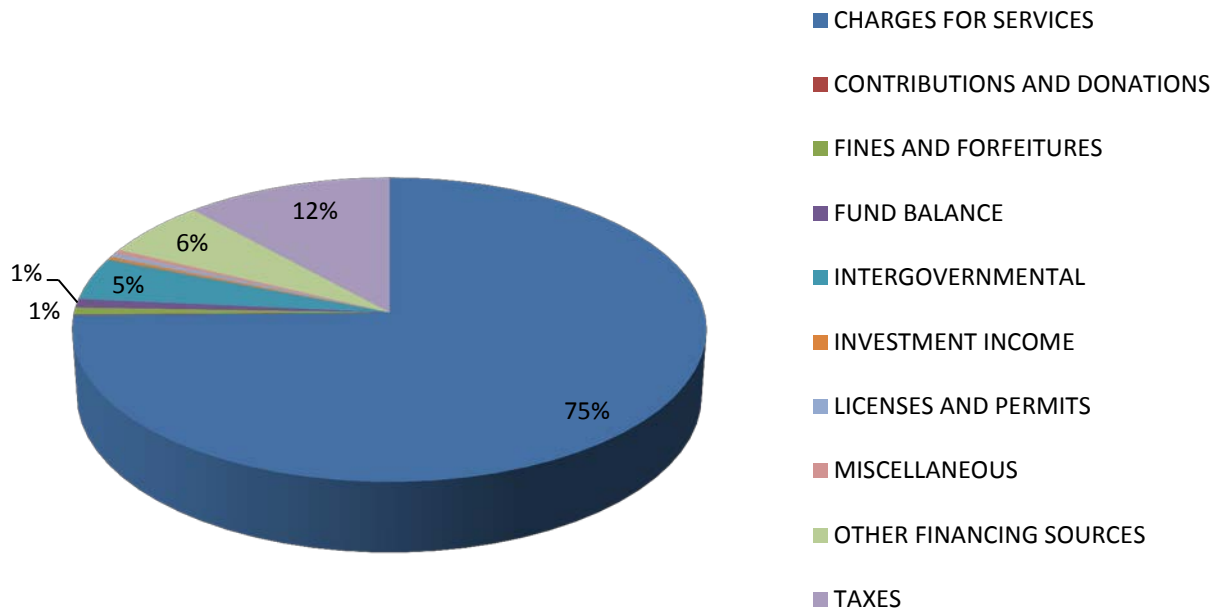
2019

FUND	DEPT NAME	Total Salaries	Increase/Decrease
General Fund	General Government Legislative	48,000.00	
	General Government Executive	70,077.00	
	Planning Commission	4,500.00	
	Econ Dev/Main Street	71,441.76	
	Finance General Administration	95,339.82	
	Finance Financial Administration	155,132.03	
	Planning & Development	442,018.99	
	Fire Operations	1,231,602.26	
	Fire Prevention / CRR	52,333.14	
	Highways & Streets	679,538.04	
	Municipal Court	52,718.89	
	Police	2,051,691.07	
	Building & Grounds	115,810.62	
General Fund Total		5,070,203.61	0.03%
Solid Waste Fund	Administration	163,966.58	
	Solid Waste Collection	424,030.73	
	Solid Waste Disposal	62,767.92	
	Recyclables Collection	35,270.98	
	Yard Trimmings	115,251.89	
Solid Waste Fund Total		801,288.10	0.05%
Utility Fund	Utility-Customer Service	730,888.41	
	Utility-Utility Billing	158,315.36	
	Utility-Finance	416,306.33	
	Utility-Central Services	349,421.31	
	Utility-Admin ETC	149,188.89	
	Utility-Electric	802,743.48	
	Utility-Telecom & Internet	230,533.74	
	Utility-CATV	293,997.09	
	Utility-Admin WSG	167,479.87	
	Utility-Stormwater	232,796.79	
	Utility-Sewage Collection	233,688.10	
	Utility-Sewage Treatment Plant	252,451.22	
	Utility-Water Treatment Plant	325,815.62	
	Utility-Water Distribution System	329,509.95	
	Utility-Natural Gas	335,007.35	
	GUTA	89,946.41	
Utility Fund Total		5,098,089.92	-1.43%
Grand Total		10,969,581.64	-0.65%

Revenue Analysis

The City of Monroe's revenue consists of eight general types of categories common to all fund of Monroe's government. These categories are Charges for Services, Contributions and Donations, Fines and Forfeitures, Intergovernmental, Licenses and Permits, Miscellaneous, Other Financing Sources and Taxes. The City uses trend analysis to project revenues. Changes in the local economy and state mandates are taken into consideration when using this forecasting method. Below are the primary sources of revenue for the City.

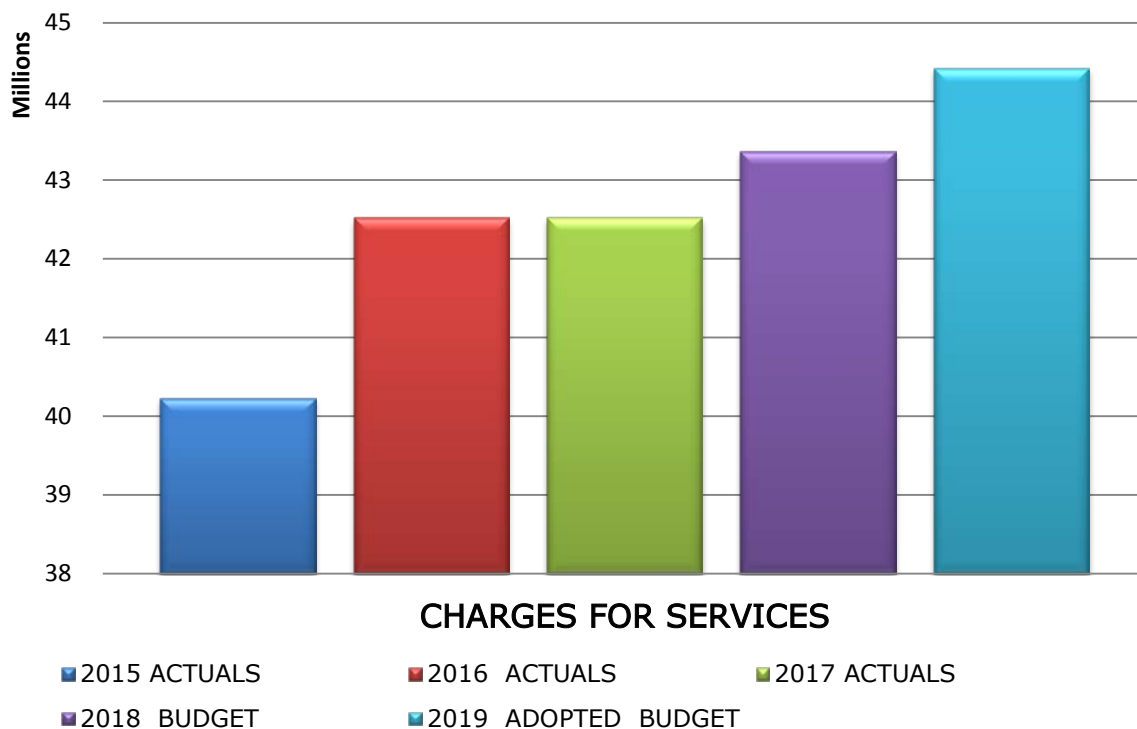
2019 CITYWIDE REVENUES



Charges for Services

This revenue category includes any fee or other billings from services such as solid waste, electric, cable, internet, water, sewer, gas and GUTA.

The Combined Utilities revenue budget increased by \$1,259,348 above last year's budget. Projections for FY2019 are calculated using a conservative approach. We estimate sale of gas and electric to be similar as last year and *no rate increase is being considered in the Utility department*. These revenue sources remain fairly stable barring any extreme weather conditions as we seen in early 2014. The rate structure for water and sewer was reconfigured in 2014 and we expect to see some increased expenditures due to our ongoing sewer & water rehab project. We continue to see growth in residential and commercial fiber internet. Employee contributions and costs for health insurance are expected to remain stable as well as funding for pension.



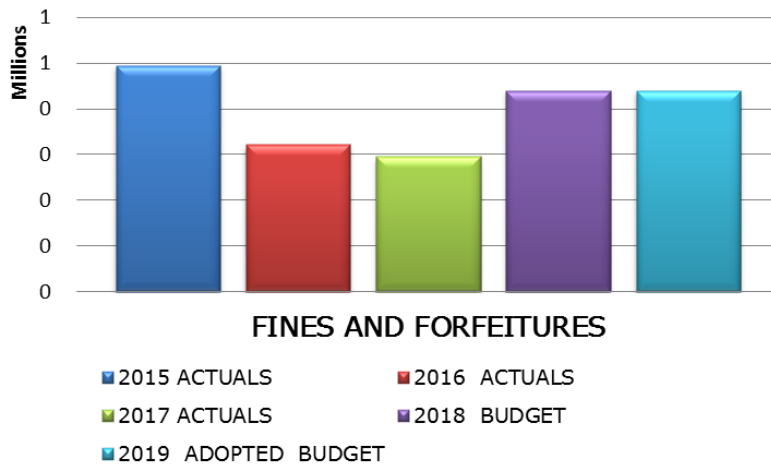
2019 CITYWIDE CHARGES FOR SERVICES

	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET	% CHANGE
ELECTRIC METERED SALES	18,129,530	18,100,000	(29,530)	-0.16%
WATER METERED SALES	4,658,000	4,800,000	142,000	3.05%
SEWAGE TREATMENT REVENUES	3,803,000	3,900,000	97,000	2.55%
CATV REVENUES	3,100,000	3,600,000	500,000	1.98%
GAS METERED SALES	3,443,181	3,511,433	68,252	5.32%
TRANSFER STATION FEES	2,674,200	2,816,584	142,384	16.13%
SANITATION FEES	1,905,000	1,960,000	55,000	2.89%
INTERNET/DATA REVENUES	1,618,000	1,900,000	282,000	17.43%
UTIL GENERAL CUST ACCOUNT FEES	640,000	650,000	10,000	1.56%
EMPLOYEE SELF INS FEES (HEALTH IN	650,000	650,000	0	0.00%
FIBER REVENUES	425,000	475,000	50,000	11.76%
ELECTRIC OPERATING REVENUES	425,000	450,000	25,000	5.88%
MEAG REBATE	400,000	400,000	0	0.00%
TELEPHONE REVENUES	380,000	350,000	(30,000)	-7.89%
WATER TAP FEES	120,000	150,000	30,000	25.00%
SEWERAGE TAP FEES	110,000	137,500	27,500	25.00%
CATV MISC REVENUES	150,000	115,000	(35,000)	-23.33%
MGAG REBATE	103,000	97,957	(5,043)	-4.90%
GUTA	367,062	80,000	(287,062)	-78.21%
WATER MISC REVENUES	55,000	63,480	8,480	15.42%
ELECTRIC MISC REVENUES	50,000	50,000	0	0.00%
SALE OF RECYCLED MATERIALS	32,000	32,000	0	0.00%
SEWAGE OTHER OPER REVENUES	15,000	30,000	15,000	100.00%
CATV OPERATING REVENUES	25,000	22,000	(3,000)	-12.00%
POLICE DEPARTMENT OTHER INCOM	20,000	20,000	0	0.00%
EVENT FEES	20,000	20,000	0	25.00%
GAS TAP FEES	15,000	18,750	3,750	33.33%
WATER OPERATING REVENUES	12,000	16,000	4,000	0.00%
CEMETARY LOT SALES	10,000	10,000	0	0.00%
GAS MISC REVENUES	5,000	1,000	(4,000)	-80.00%
CODE DEPT OTHER INCOME		500	500	
OTHER FEES		100	100	
Grand Total	43,359,973	44,427,304	1,067,331	2.46%

Fines and Forfeitures

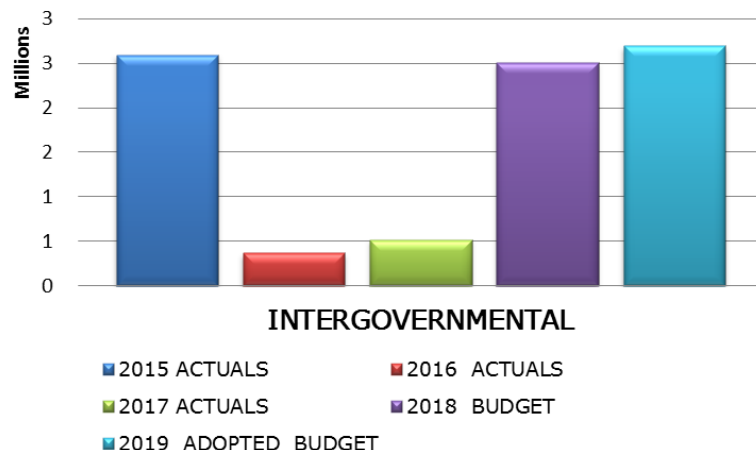
Municipal court traffic fines and citations make up the majority of this revenue source. While citation numbers remain virtually unchanged, we have experienced an increase in the number of violators being sentenced to jail

and or community service, which has impacted revenue. Fines and Forfeitures are expected to stay about the same for 2019.



Intergovernmental

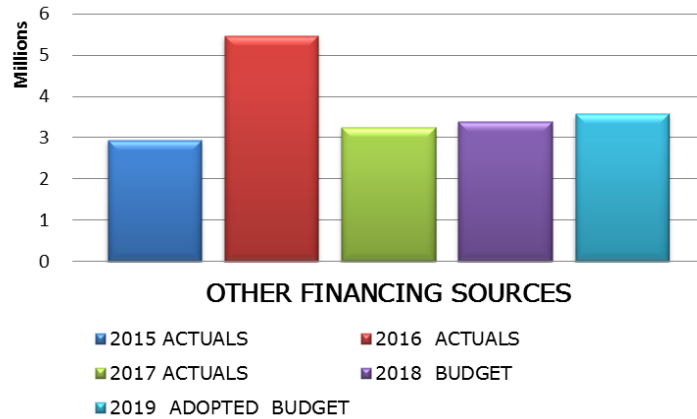
Receipts from local, state and federal governments are included in this category. They include grants, school resource officer and housing authority supplements, payment in lieu of taxes from the local housing authority and 1% Special Local Option Sales Tax (SPLOST). The previous SPLOST collections ended in 2018, as approved projects continue to be completed. With the approved 2019 SPLOST, the assumption for 2019 intergovernmental is \$186,000 more than last year. Revenues comprise of \$1,461,827 in SPLOST, \$238,000 Federal SAFER Grant, \$750,000 for CDBG grant and \$130,000 for the LMIG project. Any variances in revenue will be directly tied to the economy.



Other Financing Sources

The majority of revenues from this category come from inter-fund transfers. The City Charter requires, in lieu of taxes, the transfer of 5% of the gross revenue from the receipts of the utilities to the general fund. This amount is one of the

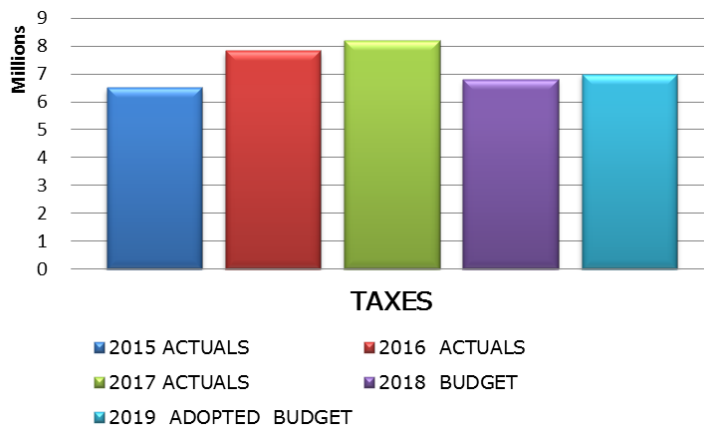
general fund's largest revenue sources. The budgeted amount for this transfer is directly tied to the Combined Utilities Fund revenue & the Solid Waste Fund revenue. The total amount estimated to be transferred to the General Fund for FY2019 is \$2,680,240.



Taxes

This category includes collections for Real and Personal Property Taxes, 1% Local Option Sales Tax (LOST), Franchise, Insurance Premium, Alcoholic Beverage and Hotel/Motel Tax.

The City's total millage rate for FY2018 is 7.277 mills. Debt service millage is 1.979, leaving 5.298 for the City's operating millage. Sales Tax, Franchise Tax and other miscellaneous taxes are expected to remain stable next year.

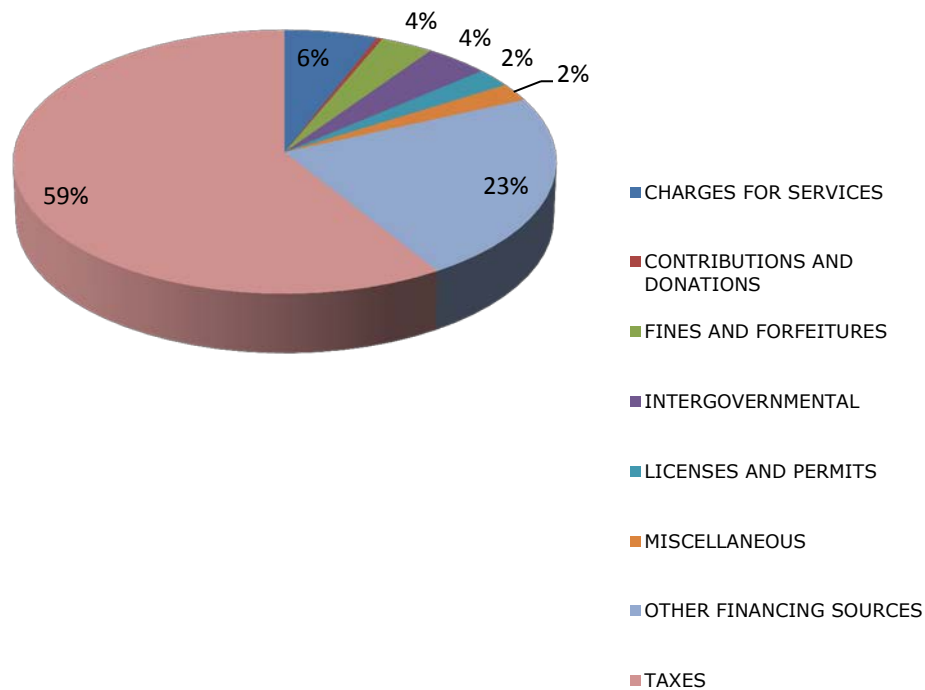


Revenue Summary

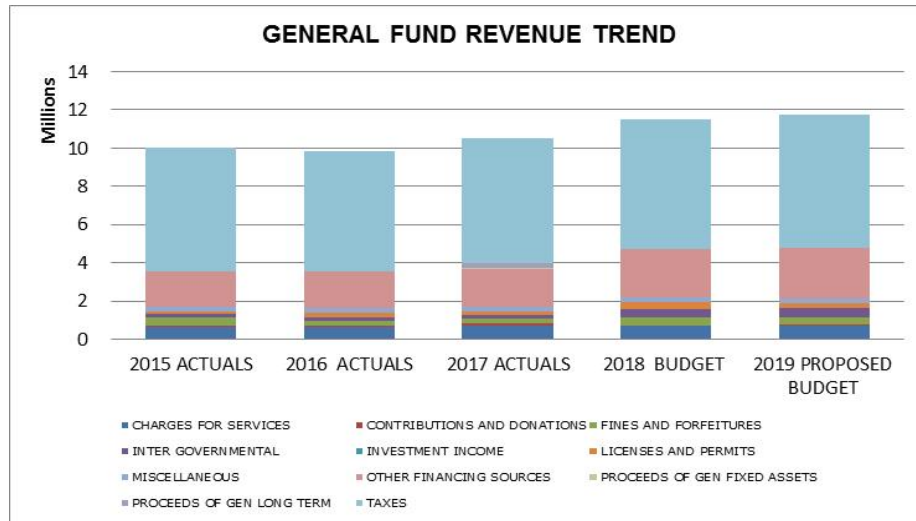
General Fund

The chart below shows sources of revenue along with the percent each generates of the total of revenue for the General Fund. Total budgeted revenue for FY2019 is \$11,807,632. The General Fund revenue budget for FY2019 is increasing only 2.79% from last year's adopted budget.

2019 GENERAL FUND REVENUE



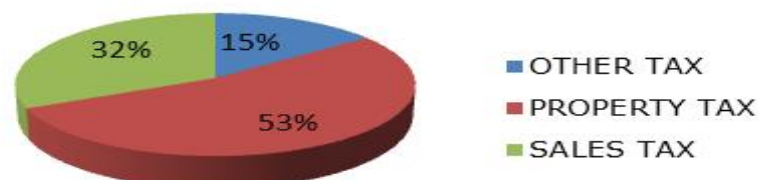
The next chart shows the trend in revenue categories in the General Fund. The trends remain relatively unchanged except for an increase of \$186,000 in intergovernmental revenue which is explained in detail in another section of this document.



Taxes

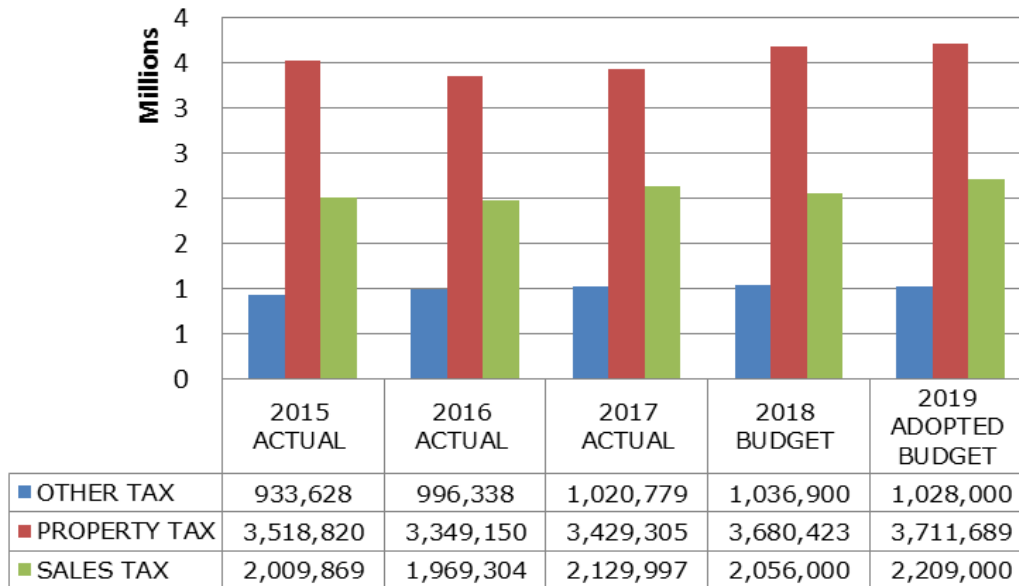
This category of revenue is made up of Property, Alcoholic Beverage, Occupation, Financial Institution, Franchise and Local Option Sales Tax (LOST). The General Fund is projected to receive almost 60% of its total revenue from taxes in 2019. Almost half of the total tax collected is Property Tax making it the General Fund's largest revenue source followed by Other Tax, the majority of this being Insurance Premium, Alcoholic Beverages and TAVT taxes.

2019 GENERAL FUND TAXES



This chart shows the trend in Property Tax and Sales and Use Tax with 3 years of actual collections and 2 years of budget.

GENERAL FUND TAX REVENUE TRENDS



Licenses and Permits. Revenues in this category include Alcoholic Beverage Permits, Building Permits, Insurance License and Regulatory Fees. The 2019 budget decreases 17.58% from 2018. This decrease is due to a restructure of alcoholic beverage permit fees in 2018. 2019 will be the first full year of collections under the revised fee schedule.

Intergovernmental. These revenues are received from other governments such as Walton County Board of Education for School Resource Officer reimbursements and the Housing Authority for payments in lieu of tax. Projected revenue for FY2019 increases by 5.18% due to a \$238,000 Federal SAFER Grant, \$130,000 for the LMIG project & SPLOST collections.

Charges for Services. This line item in the 2019 budget remains about the same as 2018. There is a slight increase of \$600 for 2019.

Fines and Forfeitures. These revenues are generated from Municipal Court Fines for violations of city ordinances. The 2019 budget is unchanged from 2018.

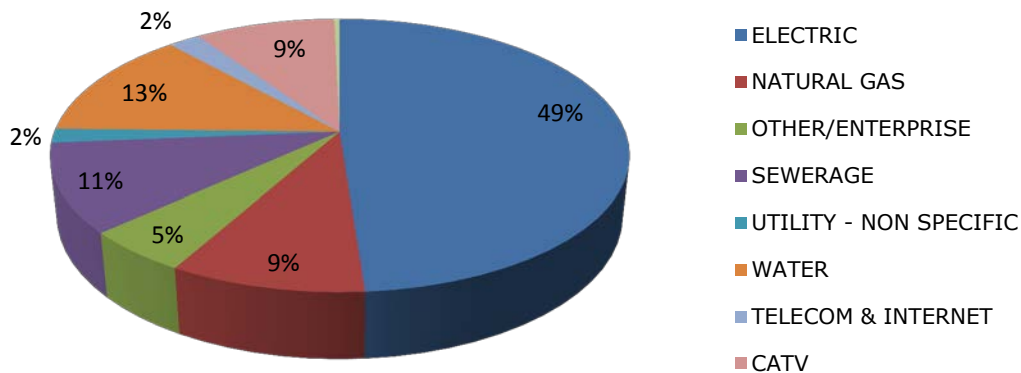
Miscellaneous. These revenues are generated from rentals of city owned facilities and various other fees. The 2019 budget has a 3.46% decrease from 2018 due to hanger fees.

Other Financing Sources. These revenues are transfers to the General Fund from other funds which include transfers of franchise fees from the City's enterprise funds. An increase of 7.36% is budgeted over 2018 due to a projected increase in Utility transfers in. The Solid Waste fund is budgeted to transfer 6%, while the Utilities fund is budgeted to transfer 6.5% to the General Fund. Mid-year, we will do an analysis and if we need to reduce the transfers down to the required 5% we will do so at that time.

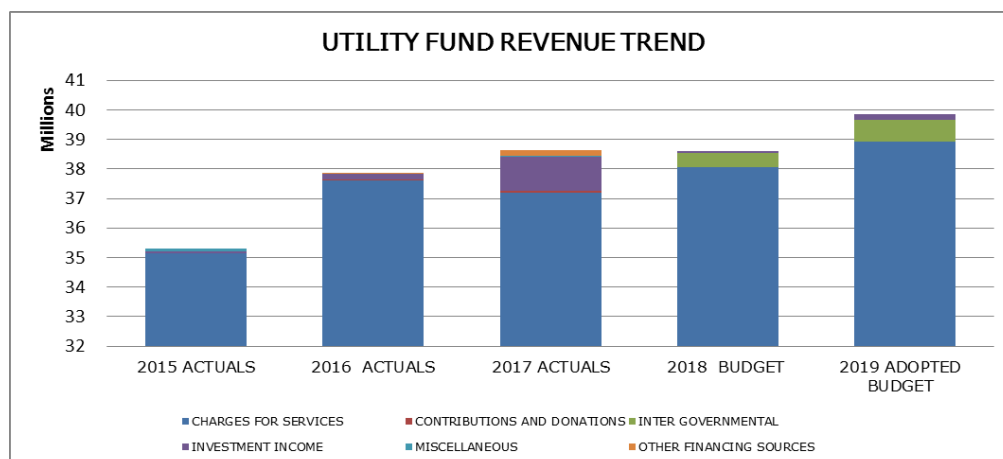
Combined Utilities Fund

The operation of utilities produces the largest category of revenue, Charges for Services.

2019 UTILITY REVENUE BY DIVISION

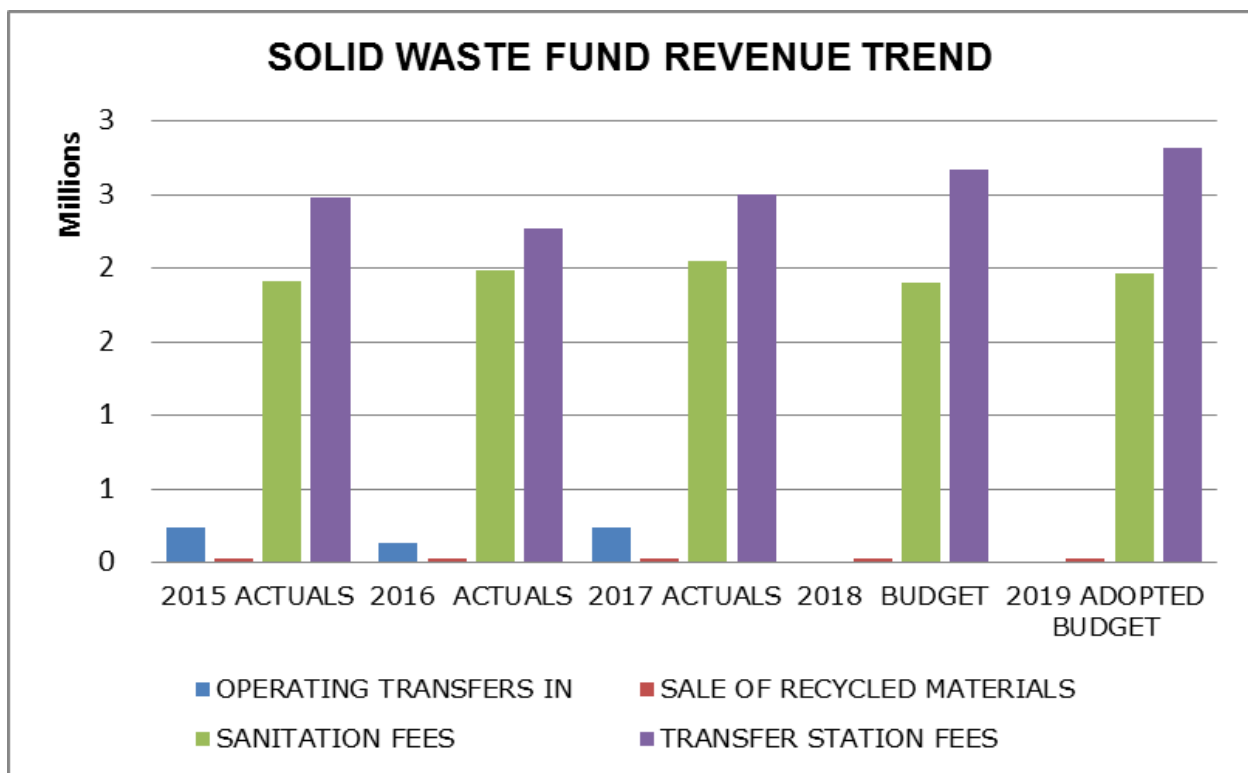


The chart above shows the breakdown by utility division along with the percent each generates of the total of revenue for the Combined Utilities Fund. Total budgeted revenue for FY2019 is \$39,868,121, an increase of 3.26% from last year's adopted budget. Utility revenue is partially influenced by fluctuations in weather conditions. When we experience mild or severe seasons, rainy or drought conditions, Monroe's largest enterprise fund's revenue will increase or decrease accordingly. As the City pays more for the cost of electricity and gas the cost to our customers is also increased. This also accounts for some of the fluctuation in revenue. This chart shows the trend in revenue by division in the Combined Utilities Fund.



Solid Waste Fund

Solid Waste funds from charges for services for trash pickup for residential and commercial customers, transfer station revenue and recycling are accounted for in the Solid Waste Enterprise Fund. Sanitation fees from trash pickup will increase in 2019 by the normal 3% in order to keep up with the increase in hauling costs from the transfer station based on the current landfill disposal contract. The primary source of revenue is from the collection of fees charged to vendors using the transfer station. We project a slight increase for FY2019. Since our costs to transfer solid waste are directly tied to the amount of generated revenue we see a proportional amount of increase or decrease in costs as well.

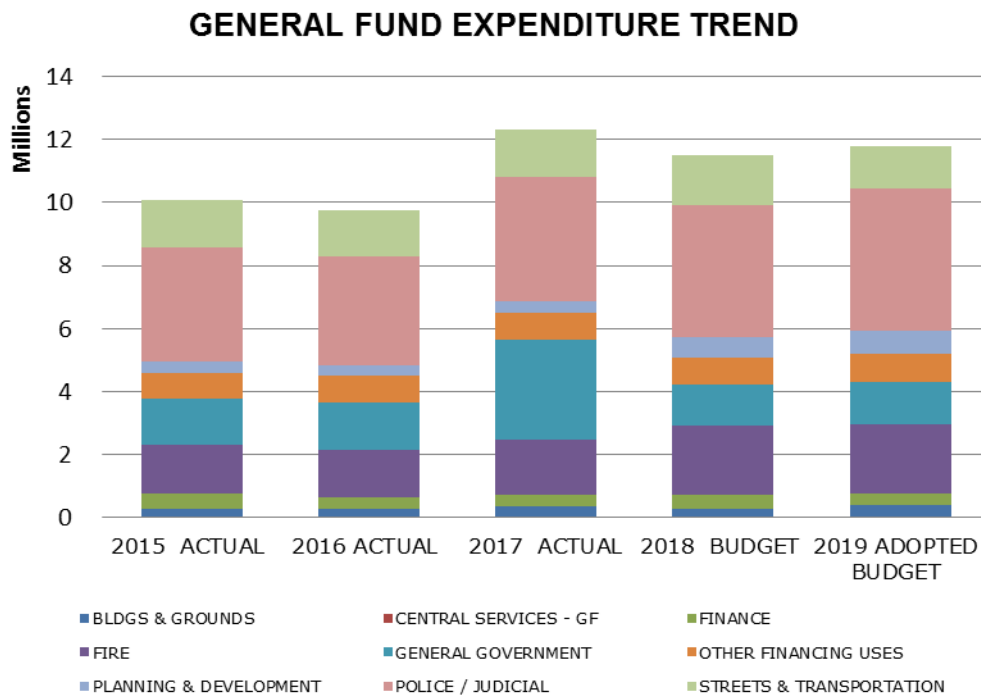


Expenditure Summary

The City of Monroe's FY2019 budget reflects a conservative document that will meet or exceed the services provided to our citizens in FY2018. The total budget is \$59.5 million for all funds. Summary for the General Fund and Combined Utilities Fund follows.

General Fund

The total budget for the General Fund is \$11.8 million which is increased by 2.79% from last year's budget. Efforts to keep spending at reasonable levels are made citywide. When possible, a department's budget is kept at the same level as the prior year. The next chart shows the trend for the departments in the General Fund.

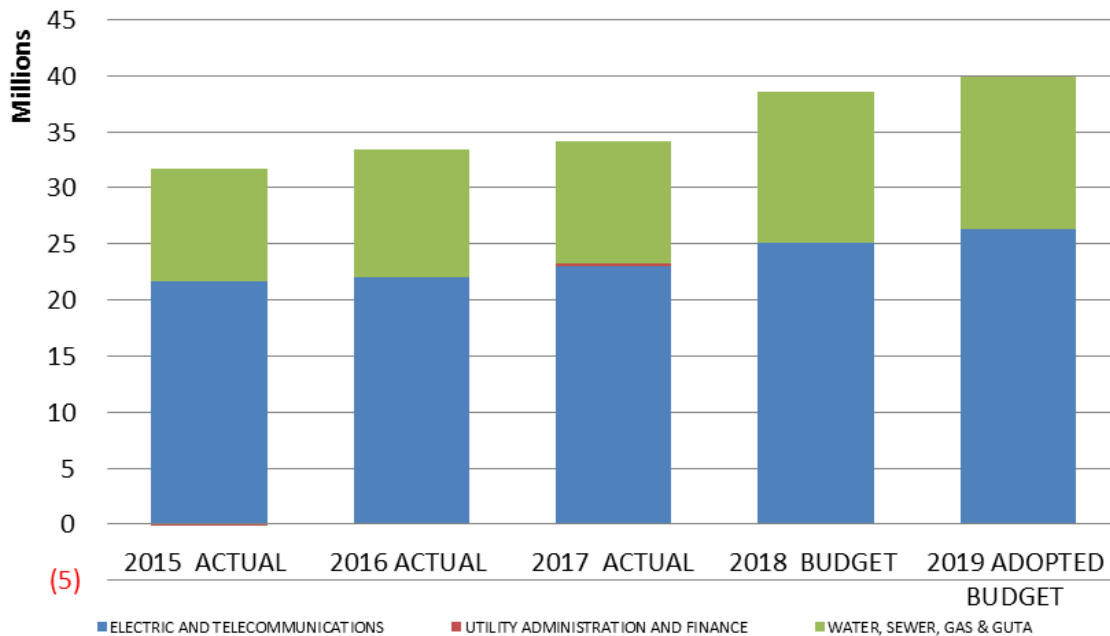


Combined Utilities Fund

The expense budget for Monroe's Combined Utilities Fund totals \$39.9 million for FY2019. This is an increase of 3.26% from last year's adopted budget.

The cost of goods sold in electric (\$12 million), cable TV (\$3.1 million) and gas (\$1.6 million) are the largest expenses for the Combined Utilities Fund. The cost of purchased power in electric accounts for 65%, cost of programming in cable TV accounts for 64% and the cost of purchased natural gas in the gas department accounts for 43% of their respective department's total budget.

UTILITY FUND EXPENDITURE TREND



CAPITAL

Capital

The Capital Improvement Program (CIP) is a five year plan identifying capital projects and equipment purchases for the City. This plan provides justification and narrative of those projects each department has identified over the next five years. The CIP is reviewed and updated annually and changed to reflect the needs of the City. The plan that follows is listed by Department, with revenue sources also identified.

The process to develop the City's plan begins with each department identifying the projects most essential to the City and the operation of their department. Projects are then presented to City Council for review. Justification of each project is carefully reviewed with funding either approved, delayed to a subsequent year or denied.

Budgets for Capital Projects do not lapse at the end of a fiscal year, but remain in effect until the project's completion.

\$5,796,360 in potential capital improvement projects for FY 2019 has been submitted. This is substantially lower than 2018.

Funding sources for the CIP are taxes and fees, grants, seizure funds and from the Combined Utilities Expansion Repair fund.

CAPITAL SUMMARY BY FUNDING SOURCE							
	FY2019	FY2020	FY2021	FY2022	FY2023	FUTURE YRS	PROJECT TOTAL
GENERAL FUND	244,919	719,937	551,569	267,569	811,569	1,163,138	3,690,351
OTHER	379,000	350,000	1,850,000	350,000	350,000	2,400,000	5,679,000
SPLOST	1,901,827	1,245,000	830,000	425,000	420,000		4,126,827
SPLOST/GF					400,000		400,000
UTILITIES	3,115,614	2,320,674	1,937,454	1,154,000	1,216,454		9,344,194
SOLID WASTE	50,000	25,000	25,000	60,000	25,000		185,000
SPLOST/GRANT	105,000	240,000	660,000	495,000	400,000		1,900,000
Grand Total	5,796,360	4,900,611	5,854,023	2,751,569	3,623,023	3,563,138	25,325,372

A summary and details of the FY 2019 CIP are listed on the following pages.

Five Year Capital Improvement Summary General Fund & SPLOST

DEPARTMENT	PROJECT NAME	FUNDING SOURCE	2019	2020	2021	2022	2023	FUTURE	PROJ TOTAL
Airport	Obstruction/LPV	SPLOST/GRANT	80,000	80,000					160,000
	Terminal Building	SPLOST/GRANT		100,000					100,000
	Runway Paving & Striping	SPLOST/GRANT	25,000	60,000	660,000				745,000
	Jet-A Fuel Farm	SPLOST/GRANT				120,000			120,000
	8-Unit T-Hangar	SPLOST/GRANT				375,000			375,000
	West Apron Rehabilitation	SPLOST/GRANT					400,000		400,000
	Corporate Hangar	SPLOST/GF					400,000		400,000
	John Deere 5075E Utility Tractor	GEN FUND	43,350						
Airport Total			148,350	240,000	660,000	495,000	800,000		2,300,000
Code	Pickup Truck	GEN FUND	25,000			30,000			55,000
Code Total			25,000			30,000			55,000
Fire	Equipment for Quint	GEN FUND		85,000					85,000
	Fire Pumper	GEN FUND			400,000		400,000		800,000
	Quint	GEN FUND		350,000					350,000
	Fire Station	OTHER			1,500,000				1,500,000
	SCBA (Air Packs)	GEN FUND					270,000		270,000
	Structural Firefighting Gear	GEN FUND				96,000			96,000
	UTV (Utility Task Vehicle)	SPLOST	10,000						10,000
Fire Total			10,000	435,000	1,900,000	96,000	670,000		3,111,000
Hwys & Streets	Assessment Of Roadways	GEN FUND	10,000	10,000	10,000	10,000	10,000		50,000
	Mini Excavator	SPLOST			70,000				70,000
	Skid Steer Loader	SPLOST		60,000					60,000
	Single Axle Dump Truck	SPLOST			90,000				90,000
	Street And Sidewalk Rehab	SPLOST	63,279	45,000	45,000	45,000	45,000		243,279
	Side Boom Tractor	SPLOST	130,000						130,000
	Zero Turn Mower	GEN FUND	10,000		10,000				20,000
	LMIG/Paving	SPLOST	100,000	50,000	50,000	50,000	50,000		300,000
	New Sidewalks	SPLOST	50,000	85,000	85,000	85,000	85,000		390,000
	Truck	SPLOST		35,000	45,000		45,000		125,000
Joint Transportation			695,000						
Hwys & Streets Total			1,058,279	285,000	405,000	190,000	235,000		1,478,279
Police	New Court & Police Building	GEN FUND	75,000	75,000	75,000	75,000	75,000	1,050,000	1,425,000
	Police Vehicles	SPLOST	95,000	95,000	95,000	95,000	95,000		475,000
	Report Management System	GEN FUND	56,569	56,569	56,569	56,569	56,569	113,138	395,983
	Remodel New Court & Police Building	OTHER		150,000	150,000	150,000	150,000	2,400,000	3,000,000
Police Total			226,569	376,569	376,569	376,569	376,569	3,563,138	5,295,983
Parks	Pickup Truck	GEN FUND	25,000						
	Park Rehabilitation	SPLOST	200,000	175,000	150,000	125,000	100,000		750,000
	Town Green Improvements	SPLOST	238,548						238,548
Parks Total			463,548	175,000	150,000	125,000	100,000		988,548
Central Services	Art Guild Landscaping	GEN FUND		24,000					24,000
	City Entrance Signage	SPLOST	10,000	25,000	25,000	25,000			85,000
	Buildings Improvements & Rehabilitation	OTHER	379,000	200,000	200,000	200,000	200,000		1,179,000
Central Services Total			389,000	249,000	225,000	225,000	200,000		1,288,000
DDA	Downtown Parking Meters	GEN FUND		119,368					119,368
DDA Total				119,368					119,368
General Total			2,320,746	1,879,937	3,716,569	1,537,569	2,381,569	3,563,138	14,636,178

Five Year Capital Improvement Summary

Utilities Fund

DEPARTMENT	PROJECT NAME	FUNDING SOURCE	2019	2020	2021	2022	2023	FUTURE	PROJ TOTAL
Electric	System Automation	UTILITIES	108,846	150,000	150,000				408,846
	Underground for Town Green	UTILITIES	187,000						187,000
	AMI	UTILITIES	37,608	75,000					112,608
	Rebuild Highland and S Madison Ave	UTILITIES	291,200	300,000	250,000	250,000			1,091,200
	GIS Program Development	UTILITIES	41,667						
Electric Total			666,321	525,000	400,000	250,000			1,799,654
Gas	Gas Main Renewal	UTILITIES	199,147	196,000	70,000	131,000	85,000		681,147
	Main Extension	UTILITIES	8,397		36,000		40,000		84,397
	GIS Program Development	UTILITIES	41,667						
Gas Total			249,211	196,000	106,000	131,000	125,000		765,544
Sewer	Sewer Main Rehab	UTILITIES	83,711	150,000	100,000		100,000		583,711
	Truck Replacement	UTILITIES		50,000		50,000			100,000
	CDBG 2018 - Construction	UTILITIES	250,000						250,000
	Application/Design 2020 submittal	UTILITIES		50,000					50,000
	CDBG 2020 - Construction	UTILITIES			250,000				250,000
	Application/Design 2022 submittal	UTILITIES				50,000			50,000
	CDBG 2022 - Construction	UTILITIES					250,000		250,000
	Lime Slurry System	UTILITIES	145,200						145,200
	Kawasaki Mule	UTILITIES	9,189						9,189
	Aeration Fluidyne Jet Pump	UTILITIES	20,674	20,674					41,348
	Final Clarifier Clean Out	UTILITIES			18,454		18,454		36,908
	Control Panel for Plant Drain	UTILITIES				15,000			15,000
	Tricking Filter Pump	UTILITIES			40,000		40,000		80,000
	Air Compressor	UTILITIES	54,760						54,760
	Asphalt Top Coat	UTILITIES		200,000					200,000
	GIS Program Development	UTILITIES	41,667						
Sewer Total			605,201	470,674	408,454	265,000	408,454		2,116,116
Stormwater	Lateral Repair	UTILITIES	8,183		35,000				43,183
	F450 Service Body Truck	UTILITIES		60,000					60,000
	Skid Steer	UTILITIES		75,000					75,000
	Storm Drain/Retention Pond Rehab	UTILITIES	75,000	75,000	75,000	75,000	75,000		375,000
	Heritage Ridge Retention Pond	UTILITIES	17,600						17,600
	Public Works Retention Pond	UTILITIES		8,000					8,000
	Heritage Trace Retention Pond	UTILITIES		18,000					18,000
	GIS Program Development	UTILITIES	41,667						
Stormwater Total			192,450	236,000	110,000	75,000	75,000		596,783
Telecom	Fiber Backbone Extension	UTILITIES	56,500	45,000					101,500
	Micro Trench Saw	UTILITIES	91,000						91,000
	FTTX Wellington	UTILITIES	120,000	150,000	150,000				420,000
	Cable Infrastructure Replacement	UTILITIES	65,000	60,000	55,000				180,000
	GIS Program Development	UTILITIES	41,667						
Telecom Total			374,167	255,000	205,000				792,500
Water	Fire Hydrant Replacement	UTILITIES	55,000	55,000					110,000
	Infrastructure Repair/Replacement	UTILITIES	150,000	150,000	150,000	150,000	150,000		750,000
	Water Main Rehab	UTILITIES	75,000	75,000	75,000	75,000	75,000		375,000
	Water Valve Maintenance Trailer	UTILITIES	61,720						61,720
	CDBG 2018 - Construction	UTILITIES	250,000						250,000
	Application/Design 2020 submittal	UTILITIES		25,000					25,000
	CDBG 2020 - Construction	UTILITIES			250,000				250,000
	Application/Design 2022 submittal	UTILITIES				25,000			25,000
	CDBG 2022 - Construction	UTILITIES					250,000		250,000
	Swan Turbidity Meters	UTILITIES	90,355						90,355
	Air compressors	UTILITIES	58,575						58,575
	High Service Pumps	UTILITIES		100,000					100,000
	Alcovy River Screen	UTILITIES		50,000					50,000
	Control Valve Replacements for John T. Briscoe Reservoir & Alcovy River	UTILITIES			100,000				100,000
	Membrane Filters	UTILITIES	76,500	76,500	76,500	76,500	76,500		382,500
	Excavator	UTILITIES	88,200						88,200
	Water Meters	UTILITIES	56,247	56,500	56,500	56,500	56,500		282,247
	GIS Program Development	UTILITIES	41,667						
Water Total			1,003,264	588,000	708,000	383,000	608,000		3,248,597
Central Services	Vehicle	UTILITIES	25,000						25,000
Central Services Total			25,000						25,000
Finance -	Meter Reader Trucks	UTILITIES		50,000		50,000			
Finance - Util Total				50,000		50,000			
Utility Total			3,115,614	2,320,674	1,937,454	1,154,000	1,216,454		9,344,194

Five Year Capital Improvement Summary

Solid Waste & SPLOST Fund

DEPARTMENT	PROJECT NAME	FUNDING SOURCE	2019	2020	2021	2022	2023	FUTURE	PROJ TOTAL
Solid Waste	Transfer Station Improvements	SW	50,000	25,000	25,000	25,000	25,000		150,000
	Leaf / Vacuum Truck	SPLOST	150,000						150,000
	Commercial Garbage Truck	SPLOST		250,000					250,000
	Replace Scales - Transfer Station	SPLOST			175,000				175,000
	Pickup Truck	SW				35,000			35,000
	Knuckleboom Truck	SPLOST	160,000						160,000
	Loader - Transfer Station	SPLOST		425,000					425,000
Solid Waste Total			360,000	700,000	200,000	60,000	25,000		1,345,000
Solid Waste Total			360,000	700,000	200,000	60,000	25,000		1,345,000

DEBT SERVICE

Debt Service

The table below presents the City of Monroe's long-term debt service budgeted figures for the fiscal year ending December 31, 2019.

	<u>Balances</u> <u>1/1/2019</u>	<u>Increases</u>	<u>Decreases</u>	<u>12/31/2019</u>	<u>Due In</u> <u>FY 2020</u>
Governmental Activities:					
Bonds Payable					
GO Refunding Series 2016	\$ 868,000	\$ -	\$ 868,000	\$ -	\$ -
Notes Payable					
Walton Plaza	1,425,000	-	75,000	1,350,000	75,000
Total Governmental Type Activities	<u>\$ 2,293,000</u>	<u>\$ -</u>	<u>\$ 943,000</u>	<u>\$ 1,350,000</u>	<u>\$ 75,000</u>
	<u>1/1/2019</u>	<u>Increases</u>	<u>Decreases</u>	<u>12/31/2019</u>	<u>FY 2020</u>
Business Type Activities:					
Bonds Payable					
Series 2016	13,010,000	-	1,505,000	11,505,000	1,540,000
Notes Payable					
GEFA #2013-007	1,430,205	-	107,458	1,322,747	107,996
Total Business Type Activities	<u>\$ 14,440,205</u>	<u>\$ -</u>	<u>\$ 1,612,458</u>	<u>\$ 12,827,747</u>	<u>\$ 1,647,996</u>

The Constitution of the State of Georgia provides that the general obligation debt incurred by the City shall never exceed 10 percent of the assessed value of all taxable property within the City. In addition, under the Constitution of the State of Georgia, the City shall not incur any new debt without the assent of a majority of the qualified voters of the City voting in an election held for that purpose as provided by law.

As computed in the table below, the City could incur (with voter approval) approximately \$43,251,606 in additional long-term general obligation bonds.

	<u>Fiscal Year</u>
	<u>2018</u>
Debt Limit	\$ 44,119,606
Total Net Debt Applicable to Limit	<u>868,000</u>
Legal Debt Margin	<u>\$ 43,251,606</u>
Total Net Debt Applicable to the Limit as a Percentage of Debt Limit	1.97%

The following table shows the debt funding requirements remaining over the life of the debt based on current outstanding debt issues. In late 2016, a GEFA loan for a meter change-out project, along with the current 2003 and 2006 Revenue Refunding Bonds were refinanced in a combined placement at a total interest rate of 2.19% with the term of the loan remaining the same. The total gross savings of the 2016 refunding is \$1,932,207 or 9.55% of savings as a percent of refunded bonds. This is paid through the combined utilities fund.

Below is information concerning the funding requirements for the City of Monroe for the period ending 12/31/19.

City of Monroe (GA)
Combined Utility System Refinancing
Revenue Refunding Bonds, Series 2016

<u>period ending</u>	<u>Principal</u>	<u>Interest</u>	<u>Debt Service</u>
12/1/2019	1,505,000	276,652	1,781,652
12/1/2020	1,540,000	243,528	1,783,528
12/1/2021	1,570,000	209,638	1,779,638
12/1/2022	1,605,000	175,091	1,780,091
12/1/2023	1,640,000	139,722	1,779,722
12/1/2024	1,680,000	103,587	1,783,587
12/1/2025	1,715,000	66,576	1,781,576
12/1/2026	1,755,000	28,799	1,783,799
12/1/2027	-	-	-
12/1/2028	-	-	-
12/1/2029	-	-	-
12/1/2030	-	-	-
12/1/2031	-	-	-
12/1/2032	-	-	-
12/1/2033	-	-	-
12/1/2034	-	-	-
12/1/2035	-	-	-
12/1/2036	-	-	-
	<u>\$ 14,810,000\$</u>	<u>1,558,077\$</u>	<u>16,368,077</u>

The City's bond ratings are further evidence of its financial strength. General obligation bonds are currently rated A+ by Standard & Poor's, and revenue bonds are currently rated A- by Standard & Poor's. The General Obligation bond rating is A+ and the Revenue Bond rating is an A-. Having solid financial policies, prudent financial management practices and strong fund balances and financial reserves are principle reasons for these investment grade bond ratings. These ratings translate directly into lower interest rates on the City's debt.

GENERAL FUND

GENERAL FUND OPERATING BUDGET SUMMARY

Revenues, Expenditures and Other Sources & Use Summary

REVENUE	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET	% CHANGE
CHARGES FOR SERVICES	676,208	647,433	739,084	700,000	700,600	600	0.09%
CONTRIBUTIONS AND DONATIONS	45,390	38,250	65,554	41,000	43,000	2,000	4.88%
FINES AND FORFEITURES	405,299	287,674	267,476	400,000	400,000	0	0.00%
INTERGOVERNMENTAL	224,167	185,449	192,533	460,374	484,205	23,831	5.18%
INVESTMENT INCOME		2	78			0	
LICENSES AND PERMITS	123,327	249,148	165,740	327,700	270,090	(57,610)	-17.58%
MISCELLANEOUS	217,516	210,649	281,111	266,000	256,808	(9,192)	-3.46%
OTHER FINANCING SOURCES	1,881,334	1,933,174	1,964,740	2,518,758	2,704,240	185,482	7.36%
TAXES	6,462,317	6,314,792	6,580,080	6,773,323	6,948,689	175,366	2.59%
PROCEEDS OF GEN FIXED ASSETS			32,366		0	0	
PROCEEDS OF GEN LONG TERM			245,900			0	
TOTAL REVENUE	10,035,558	9,866,571	10,534,663	11,487,155	11,807,632	320,477	2.79%
DEPARTMENT	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET	% CHANGE
BLDGS & GROUNDS	288,809	263,186	334,487	285,128	382,024	96,896	33.98%
FINANCE	473,486	359,730	376,424	417,991	380,535	(37,456)	-8.96%
FIRE	1,562,632	1,529,091	1,775,490	2,202,148	2,191,187	(10,961)	-0.50%
GENERAL GOVERNMENT	1,454,465	1,514,450	3,165,452	1,315,499	1,345,251	29,752	2.26%
OTHER FINANCING USES	818,400	841,150	843,224	862,248	881,888	19,640	2.28%
POLICE / JUDICIAL	3,623,916	3,467,428	3,948,851	4,203,293	4,494,016	290,723	6.92%
STREETS & TRANSPORTATION	1,524,850	1,446,772	1,527,334	1,569,485	1,368,799	(200,686)	-12.79%
CENTRAL SERVICES - GF						0	
PLANNING & DEVELOPMENT	336,413	331,341	359,391	631,363	763,932	132,569	21.00%
TOTAL EXPENDITURES	10,082,972	9,753,148	12,330,653	11,487,155	11,807,632	320,477	2.79%
USE OF CASH RESERVES							
EXCESS/(DEFICIENCY) OF REVENUE & OTHER SOURCES OVER EXPENDITURES	(47,414)	113,423	(1,795,989)	0	0	(0)	

GENERAL FUND

REVENUE DETAIL

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
CHARGES FOR SERVICES						
BAD CHECK FEES	120	120	210			0
CEMETARY LOT SALES	14,233	14,445	8,970	10,000	10,000	0
CODE DEPT OTHER INCOME	219	1,217	697		500	500
EMPLOYEE SELF INS FEES (HEALTH INSURANCE)	626,723	598,982	670,686	650,000	650,000	0
EVENT FEES	21,577	15,846	11,943	20,000	20,000	0
FIRE DEPARTMENT OTHER INCOME	10	1,000	2,000			0
OTHER FEES	345	345	220		100	100
POLICE DEPARTMENT OTHER FEES	(165)					0
POLICE DEPARTMENT OTHER INCOME	13,146	15,478	44,359	20,000	20,000	0
CHARGES FOR SERVICES Total	676,208	647,433	739,084	700,000	700,600	600
CONTRIBUTIONS AND DONATIONS						
CONTRIBUTED CAP - OTHER UTILITY						0
FIRE DEPARTMENT	2,930	3,375		5,000	4,000	(1,000)
GENERAL CITY			5,864			0
MAIN STREET	38,800	31,500	40,000	35,000	35,000	0
MISC GRP INSURANCE RECEIPTS			17,690			0
POLICE DEPARTMENT	3,660	3,375	2,000	1,000	4,000	3,000
CONTRIBUTIONS AND DONATIONS Total	45,390	38,250	65,554	41,000	43,000	2,000
FINES AND FORFEITURES						
MUNICIPAL COURT	405,299	287,674	267,476	400,000	400,000	0
FINES AND FORFEITURES Total	405,299	287,674	267,476	400,000	400,000	0
INTERGOVERNMENTAL						
BOARD OF EDUCATION	43,231	46,231	46,231	75,000	70,831	(4,169)
DEA	18,064	5,767	6,011			0
DEPT OF JUSTICE		18,000				0
FEDERAL GRANTS	30,793	40,210	2,330	0		0
LMIG PROGRAM	113,466			120,000	130,000	10,000
PILOTHOUSING AUTHORITY	18,613	42,290	16,981	27,000	25,000	(2,000)
STATE GRANTS REC'D		32,951	27,207			0
FED GRANT - BVP						0
FED GRANT - SAFER				238,374	238,374	0
FED GRANT - CHIP			93,773			0
FED GRANT - HIDTA						0
FEDERAL DISASTER RELIEF FUNDS						0
STATE GRANTS - CHIP						0
PCARD REBATE					20,000	20,000
INTERGOVERNMENTAL Total	224,167	185,449	192,533	460,374	484,205	23,831
INVESTMENT INCOME						
INTEREST REVENUES		2	78			0
INVESTMENT INCOME Total		2	78			0

General Fund

Revenue Detail (continued)

GENERAL FUND REVENUE DETAIL						
	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
LICENSES AND PERMITS						
ALCOHOLIC BEVERAGE PERMITS	39,900	43,300	42,100	165,000		(165,000)
BUILDING PERMITS	47,364	171,710	88,838	128,000	130,000	2,000
INSURANCE LICENSE	35,663	33,638	34,163	34,000	34,000	0
OTHER REGULATORY FEES - GOLF CARTS			240	300	240	(60)
REGULATORY FEES	400	500	400	400	200	(200)
ALCOHOL ADMIN FEE					2,000	2,000
WHOLESALE ALCOHOL NOT IN COM						0
NON-PROFIT ALCOHOL TEMP LICENSE					200	200
FOR-PROFIT ALCOHOL TEMP LICENSE					500	500
SPECIAL EVENT ALCOHOL REG FEE					1,200	1,200
HOTEL/MOTEL ALCOHOL IN-ROOM LIC					250	250
ALCOHOL BEV CUPS-BUSINESSES					1,000	1,000
ALCOHOL BEV CUPS-RESIDENTS						0
ON-PREMISE BEER/WINE LICENSE					20,000	20,000
BEEER/WINE RETAIL PKG LICENSE					56,000	56,000
WHOLESALE BEER/WINE LICENSE						0
NON-PROFIT CLUB BEER/WHINE LICE						0
BREWRIES BEER LICENSE						0
BREWPUBS BEER LICENSE						0
AMENITIES BEER/WINE LICENSE						0
ON-PREMISE LIQUOR LICENSE					24,000	24,000
WHOLESALE LIQUOR LICENSE						0
NON-PROFIT CLUB LIQUOR LICENSE						0
DISTILLERIES LIQUOR LICENSE						0
OTHER LICENSE/PERMIT					500	500
LICENSES AND PERMITS Total	123,327	249,148	165,740	327,700	270,090	(57,610)
MISCELLANEOUS						
AIRPORT FUEL FEES	33,180	77,799	150,759	125,000	130,000	5,000
AIRPORT INCOME			5			0
AIRPORT TIE DOWN FEES	2,100	2,200	1,950	4,000	1,500	(2,500)
COMMUNITY CENTER FEES	8,385	12,420	15,120	10,000	12,000	2,000
HANGER RENT	96,186	78,660	87,061	125,000	105,000	(20,000)
OTHER	4,010	4,553	11,977	2,000	5,000	3,000
REIMB FOR DAMAGED PROPERTY	28,582	6,952	14,189			0
RENTAL - 227 S BROAD	33,955	21,130	50		0	0
WORK COMP MISC RECEIPTS/REFUND	11,118	6,935			0	0
RENTAL - WALTON PLAZA					3,308	3,308
MISCELLANEOUS Total	217,516	210,649	281,111	266,000	256,808	(9,192)
OTHER FINANCING SOURCES						
OPERATING TRANSFERS IN			32,111			0
OPERATING TRANSFERS IN UTILITY	1,640,066	1,694,581	1,675,925	2,264,758	2,391,725	126,967
SALE OF ASSETS - GENERAL					0	0
TRAN IN - SW GRP INS REG FUND	9,750	12,611	12,000	12,000	12,000	0
TRAN IN - UT GRP INS REG FUND	12,000	14,783	12,000	12,000	12,000	0
TRANSFER IN - SOLID WASTE	219,518	211,199	232,705	230,000	288,515	58,515
NOTE PROCEEDS-WALTON PLAZA						0
OTHER FINANCING SOURCES Total	1,881,334	1,933,174	1,964,740	2,518,758	2,704,240	185,482

General Fund

Revenue Detail (continued)

GENERAL FUND						
REVENUE DETAIL						
	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
TAXES						
AD VALOREM TAX - CURRENT YEAR	2,558,227	2,634,075	2,707,664	2,765,223	2,894,000	128,777
AD VALOREM TAX - PRIOR YEAR	153,948	50,316	16,861	125,000	10,000	(115,000)
AD VALOREM TAX PILOT	48,474			45,000		(45,000)
ALCOHOLIC BEVERAGE EXCISE TAX	302,097	280,651	327,956	300,000	300,000	0
BUSINESS & OCCUPATION TAX	84,150	86,200	87,339	86,900	93,000	6,100
FINANCIAL INSTITUTIONS TAX	53,101	59,579	66,266	70,000	65,000	(5,000)
FRANCHISE TAX ELECTRIC	282,669	303,920	317,921	285,000	290,000	5,000
INSURANCE PREMIUM TAX	761,685	825,052	852,827	850,000	850,000	0
INTANGIBLE TAX REVENUE	13,001	23,450	13,006	12,000	13,000	1,000
LOCAL OPTION MIXED DRINK	12,829	15,993	19,577	16,000	19,000	3,000
LOCAL OPTION SALES & USE TAX	1,694,943	1,672,504	1,782,464	1,740,000	1,890,000	150,000
MOBILE HOME TAX	9,484	6,223	5,766	6,500	5,500	(1,000)
MOTOR VEHICLE TAX	69,288	44,837	43,784	45,000	34,000	(11,000)
OTHER SELECTIVE TAX		156				0
PEN & INT ON DELINQUENT TAXES	34,692	25,507	14,347	30,000	20,000	(10,000)
PUBLIC UTILITY TAX	46,141	52,035	54,131	52,000	50,289	(1,711)
RAILROAD EQUIPMENT TAX	468	499	499	300	500	200
REAL ESTATE TRANSFER TAX	4,527	8,871	5,723	4,400	6,000	1,600
TITLE ADVALOREM TAX - TAVT	332,593	224,924	263,950	340,000	360,000	20,000
TIMBER TAX					400	400
FRANCHISE TAX TELEPHONE					48,000	48,000
TAXES Total	6,462,317	6,314,792	6,580,080	6,773,323	6,948,689	175,366
PROCEEDS OF GEN FIXED ASSETS						
SALE OF ASSETS - GEN FUND			32,366		0	0
PROCEEDS OF GEN FIXED ASSETS Total			32,366		0	0
PROCEEDS OF GEN LONG TERM						
CAPITAL LEASES			245,900			0
PROCEEDS OF GEN LONG TERM Total			245,900			0
TOTAL REVENUE	10,035,558	9,866,571	10,534,663	11,487,155	11,807,632	320,477

Full Time General Fund Positions

	2015 FTEs	2016 FTEs	2017 FTEs	2018 FTEs	2019 FTEs
Building & Grounds	3	3	3	1	4
EQUIP OPERATOR I BLDGS & GRNDS					1
EQUIPMENT OPERATOR I BLDG MAINT	1	1	1		1
GENERAL LABORER	1	1	1		1
UTILITY WORKER STREET	1	1	1	1	1
Econ Dev/Main Street	1	1	1	1	1
MAIN STREET DIRECTOR	1	1	1	1	1
Finance Financial Administration	3	3	3	3	3
ACCOUNTANT		1	1	1	1
ACCOUNTING TECH	1	1	1	1	1
PAYROLL SPECIALIST	1	1	1	1	1
CASHIER	1				
Finance General Administration	2	2	2	2	1.5
CITY HALL RECORDS CLERK	1	1	1	1	1
FINANCE DIRECTOR 50%	1	1	1	1	0.5
Fire Operations	21	22	22	28	28
FIRE CAPTAIN	2	2	2	3	3
FIRE CAPTAIN/PARAMEDIC	1	1	1	1	1
FIRE CHIEF				1	1
FIRE LIEUTENANT	2	2	2	2	2
FIRE LIEUTENANT/PARAMEDIC	1	1	1	1	1
FIRE SERGEANT/EMT-I				2	3
FIREFIGHTER	6	6	6	11	13
FIREFIGHTER/EMT-A	1	1	1	1	1
FIREFIGHTER/EMT-I	2	2	2	2	2
FIREFIGHTER/EMT-I/ARSON INVESTIGATOR	1	1	1	1	1
FIREFIGHTER/EMT	2	2	2	2	
ENGINEER	3	3	3	1	
ASSIST FIRE CHIEF		1	1		
Fire Prevention / CRR		1	1	1	1
FIRE MARSHAL		1	1	1	1
General Government Executive	1	1	1	1	0.5
CITY ADMINISTRATOR 50%	1	1	1	1	0.5

Full Time General Fund Positions continued

	2015 FTEs	2016 FTEs	2017 FTEs	2018 FTEs	2019 FTEs
Highways & Streets	21	22	22	21	17
ADMIN ASST PUBLIC WORKS	1	1	1	1	1
DIRECTOR OF STREETS & TRANSPORTATION	1	1	1	1	1
EQUIPMENT OPERATOR I STREET	5	5	5	5	5
EQUIPMENT OPERATOR II STREET	4	4	4	4	2
EQUIPMENT OPERATOR III STREET	4	4	4	4	3
SHOP FOREMAN	1	1	1	1	1
SIGN TECH/BLDG & GRNDS SUPERVISOR	1	1	1	1	1
STREET FOREMAN/EQUIPMENT OPERATOR III	1	1	1	1	1
UTILITY WORKER STREET	2	2	2	2	2
CREW LEADER	1	1	1		
UTILITY WORKER / MECHANIC		1	1	1	
Municipal Court				1	1
POLICE COURT CLERK				1	1
Police	41	41	43	47	46
CITY MARSHAL	1	1	1		
PATROLMAN	15	15	17	19	15
POLICE ADMIN ASST	1	1	1	1	1
POLICE CAPTAIN/CID	1	1	1	1	1
POLICE CAPTAIN/UPD	1	1	1	1	1
POLICE CHIEF	1			1	1
POLICE CLERK	1	1	1	1	1
POLICE CORPORAL/CID	4	4	4	5	5
POLICE CORPORAL/EVIDENCE/CRIME SCENE				1	1
POLICE LIEUTENANT	1	1	1	2	2
POLICE LIEUTENANT/ADMIN SUPV	1	1	1	1	1
POLICE LIEUTENANT/CID	2	2	2	2	2
POLICE LIEUTENANT/OIC	1	1	1	1	1
POLICE OFFICER	2	2	2	2	2
POLICE OFFICER CADET					2
POLICE OFFICER/CID					1
POLICE OFFICER/SRO	1	1	1	1	1
POLICE SERGEANT	5	5	5	5	6
POLICE SERGEANT/HIDTA				1	1
POLICE TAC CLERK	1	1	1	1	1
POLICE/FIRE CHIEF		1	1	1	
ASST POLICE CHIEF	1	1	1		
COURT CLERK	1	1	1		
Planning & Development	5	7	7	8	8
ADMIN ASST CODE	1	1	1	1	1
CITY MARSHAL				1	2
CODE CLERK	1	1	1	1	1
DIRECTOR OF CODE	1	1	1	1	1
DIRECTOR OF ECONOMIC DEVELOPMENT	1	1	1	1	1
DIRECTOR OF PLANNING		1	1	1	1
PROPERTY MAINTENANCE INSPECTOR	1	2	2	2	1
Grand Total	98	103	105	114	111

GENERAL GOVERNMENT

General Government

Overview

The General Government Department is responsible for directing the day to day activities of the City. This department is made up of the Mayor, City Council, and City Administrator. The City Administrator oversees all departments, staff and operations. The City Administrator is responsible for compliance of City policies and all other regulations.



Goals

- To ensure delivery of quality, cost effective services to the citizens of Monroe.
- To provide effective leadership and management to elected officials and city employees.
- To ensure successful implementation of Mayor and City Council goals and policies.

GENERAL GOVERNMENT

EXPENDITURES

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
AUDIT						
PURCHASED/CONTRACTED SERVICES						
AUDIT SERVICES	32,500	32,500	29,500	30,000	32,500	2,500
PURCHASED/CONTRACTED SERVICES Total	32,500	32,500	29,500	30,000	32,500	2,500
AUDIT Total	32,500	32,500	29,500	30,000	32,500	2,500
CENTRAL SERVICES						
SUPPLIES						
STREET LIGHTS	23,109	23,533	24,132			0
SUPPLIES Total	23,109	23,533	24,132			0
CENTRAL SERVICES Total	23,109	23,533	24,132			0
COMMUNITY SERVICES						
OTHER COSTS						
CHAMBER OF COMMERCE	4,800	4,800	4,800	5,300	5,500	200
SENIOR CITIZENS CENTER	5,600	5,600	5,600	5,600	5,600	0
OTHER COSTS Total	10,400	10,400	10,400	10,900	11,100	200
COMMUNITY SERVICES Total	10,400	10,400	10,400	10,900	11,100	200
DOWNTOWN DEVELOPMENT						
OTHER COSTS						
DOWNTOWN DEVELOPMENT	15,000	15,000	31,000	25,000	25,000	0
OTHER COSTS Total	15,000	15,000	31,000	25,000	25,000	0
PURCHASED/CONTRACTED SERVICES						
ADVERTISING			18			0
TRAINING & EDUCATION						0
PURCHASED/CONTRACTED SERVICES Total			18			0
DOWNTOWN DEVELOPMENT Total	15,000	15,000	31,018	25,000	25,000	0
ECONOMIC DEVELOPMENT						
OTHER COSTS						
CHIP PROJECT EXPENSE			93,773			0
OTHER COSTS Total			93,773			0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			54	60	51	(9)
GMEBS- RETIREMENT CONTRIBUTION	6,756	12,537	13,622	14,490	7,245	(7,245)
GROUP INS	15,318	20,116	19,141	18,000	9,000	(9,000)
MEDICAL EXAMS			202			0
MEDICARE	1,246	1,400	1,408	1,747	1,036	(711)
OVERTIME SALARIES	10,034	8,171	4,217	8,000	3,500	(4,500)
PART - TIME/TEMPORARY SALARIES		6,405	8,342	27,551	27,144	(407)
REGULAR SALARIES	81,038	87,532	90,317	92,947	44,298	(48,649)
SOCIAL SECURITY	5,330	5,985	6,020	7,471	4,429	(3,041)
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	119,723	142,145	143,323	170,266	96,703	(73,563)
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	12,702	8,950	19,617	8,000	10,000	2,000
COMMUNICATIONS	860	2,725	2,309	1,500	3,000	1,500
CONTRACT LABOR	3,517	3,047	3,008	7,000	5,000	(2,000)
CUSTODIAL SVCS			174			0
DUES/FEES	1,133	895	1,230	2,000	500	(1,500)
EQUIPMENT RENTAL			2,188	90	100	10
EVENTS	62,852	63,159	53,344	78,500	85,000	6,500
LAWN CARE & MAINTENANCE					1,000	1,000
MAINTENANCE CONTRACTS	193	2,049	5,194	4,910	4,910	0
PRINTING	1,243	2,694	4,039	3,000	3,000	0
PROFESSIONAL FEES	4,394	8,310	51,203	5,000	5,000	0
TRAINING & EDUCATION	5,362	6,833	8,874	6,500	6,500	0
TRAVEL EXPENSE	63		55	5,000	5,000	0
I/T SVCS - WEB DESIGN, ETC.						0
PURCHASED/CONTRACTED SERVICES Total	92,319	98,663	151,236	121,500	129,010	7,510
SUPPLIES						
COMPUTER EQUIP NON-CAPITAL						0
DNU - MISCELLANEOUS	2,792	551	1,730			0
FOOD				500	500	0
OFFICE SUPPLIES & EXPENSES	7,354	8,599	3,958	6,440	3,000	(3,440)
SPONSORSHIPS/DONATIONS	13,127	9,688		7,500	25,000	17,500
OLD CITY HALL BLDG					500	500
SUPPLIES Total	23,273	18,837	5,689	14,440	29,000	14,560
ECONOMIC DEVELOPMENT Total	235,315	259,645	394,021	306,206	254,713	(51,493)

General Government

Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
ELECTIONS						
PURCHASED/CONTRACTED SERVICES						
ADVERTISING			280		300	300
ELECTION EXPENSE	960	7,150	14,872		18,600	18,600
PURCHASED/CONTRACTED SERVICES Total	960	7,150	15,152		18,900	18,900
ELECTIONS Total	960	7,150	15,152		18,900	18,900
EXECUTIVE						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
EQUIPMENT	97,000	2,000				0
CAPITAL OUTLAYS - MACHINERY & EQUIP Total	97,000	2,000				0
CAPITAL OUTLAYS - PROPERTY						
BUILDINGS	400		1,500,000			0
SITE IMPROVEMENTS		22,209				0
CAPITAL OUTLAYS - PROPERTY Total	400	22,209	1,500,000			0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			27	30	51	21
GMEBS- RETIREMENT CONTRIBUTION	13,512	12,537	13,622	10,867	10,867	(0)
GROUP INS	25,432	22,809	19,141	13,500	13,500	0
GROUP INS COBRA		203,906				0
MEDICAL EXAMS			202			0
MEDICARE	1,588	560	1,264	989	1,016	27
OVERTIME SALARIES						0
REGULAR SALARIES	114,702	39,718	87,188	68,208	70,077	1,869
SOCIAL SECURITY	6,788	2,395	5,201	4,229	4,335	106
UNEMPLOYMENT EXPENSE	5,541	217	7,600	5,000	5,000	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	167,563	282,141	134,244	102,823	104,846	2,023
PURCHASED/CONTRACTED SERVICES						
ADVERTISING			2,785		100	100
COMMUNICATIONS	730	1,467	226	470	400	(70)
CONSULTING - TECHNICAL			2,500	0	0	0
CONTRACT LABOR		73,515	24,500			0
CUSTODIAL SVCS				4,600	4,000	(600)
DUES/FEES	3,478	2,500	8,005	3,000	3,000	0
EQUIPMENT RENTAL			29	50		(50)
FINES/LATE FEE				2,500		(2,500)
GENERAL LIABILITY INSURANCE	145,717	116,869	141,202	147,192	147,192	0
LAWN CARE & MAINTENANCE			1,030	1,680	2,000	320
MAINTENANCE CONTRACTS	6,036	7,970	7,188	1,805	8,000	6,195
MAYOR'S EXPENSE - HOWARD	713	191	843	1,500	2,000	500
POSTAGE				500	500	0
PROFESSIONAL FEES	3,775	3,029	6,056	1,000	1,000	0
SOFTWARE			812			0
TRAINING & EDUCATION	4,999	6,533	4,565	5,500	5,500	0
TRAINING MAYOR	1,020	762	2,305	5,000	2,000	(3,000)
TRAVEL EXPENSE			171	1,000	2,000	1,000
VEHICLE REP & MAINT-OUTSID						0
I/T SVCS - WEB DESIGN, ETC.						0
PURCHASED/CONTRACTED SERVICES Total	166,468	212,836	202,217	175,797	177,692	1,895
SUPPLIES						
AIRPORT EXPENSE			2,335			0
AUTO & TRUCK FUEL			1,190	600		(600)
AUTO PARTS			3			0
BOOKS & PERIODICALS					50	50
CHEMICALS/PESTICIDES						0
COMPUTER EQUIP NON-CAPITAL						0
DNU - MISCELLANEOUS			835			0
EMPLOYEE RECOGNITION	8,466	6,229	7,553	6,000	6,000	0
FOOD			1,533	500	1,000	500
JANITORIAL SUPPLIES			98	1,200	800	(400)
OFFICE SUPPLIES & EXPENSES			4,424	5,000	3,000	(2,000)
R & M BUILDINGS - INSIDE			9,366	1,000	500	(500)
SPONSORSHIPS/DONATIONS	10,512	6,714		0	0	0
SUPPLIES Total	18,978	12,943	27,337	14,300	11,350	(2,950)
EXECUTIVE Total	450,409	532,129	1,863,799	292,920	293,888	968

General Government

Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
FINANCIAL ADMINISTRATION Total	339	271				0
FIRE OPERATIONS						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
MACHINERY	15,380					0
CAPITAL OUTLAYS - MACHINERY & EQUIP Total	15,380					0
CAPITAL OUTLAYS - PROPERTY						
BUILDINGS		11,550				0
CAPITAL OUTLAYS - PROPERTY Total		11,550				0
SUPPLIES						
DAMAGE CLAIMS	2,700					0
DNU - MISCELLANEOUS	580	690				0
SPONSORSHIPS/DONATIONS	1,285					0
FIRE EDUCATION MATERIALS	404	3,552				0
SUPPLIES Total	4,969	4,242				0
FIRE OPERATIONS Total	20,349	15,792				0
GENERAL ADMINISTRATION (510)						
OTHER COSTS						
GMA ASSESSMENT	4,800	4,795	4,754	4,800	4,800	0
OTHER COSTS Total	4,800	4,795	4,754	4,800	4,800	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
WORKERS COMP INSURANCE	1,285					0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	1,285					0
GENERAL ADMINISTRATION (510) Total	6,086	4,795	4,754	4,800	4,800	0
LAW						
PURCHASED/CONTRACTED SERVICES						
ATTORNEY FEES - OTHERS	5,000		2,813	3,000	3,000	0
ATTORNEY FEES-P & M	102,988	143,613	237,651	125,000	136,625	11,625
PURCHASED/CONTRACTED SERVICES Total	107,988	143,613	240,464	128,000	139,625	11,625
LAW Total	107,988	143,613	240,464	128,000	139,625	11,625
LEGISLATIVE						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
GMEBS-RETIREMENT CONTRIBUTION	54,049	50,148	54,487	57,959	57,959	0
GROUP INS	116,985	80,463	76,566	72,000	72,000	0
MEDICAL EXAMS			809			0
MEDICARE	493	498	516	706	696	(10)
REGULAR SALARIES	48,000	48,000	46,000	48,720	48,000	(720)
SOCIAL SECURITY	2,106	2,130	2,206	3,021	2,976	(45)
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	221,633	181,239	180,583	182,406	181,631	(775)
PURCHASED/CONTRACTED SERVICES						
DIST 1 EXPENSE - MALCOM	2,204	1,174	1,290	4,000	4,000	0
DIST 2 EXPENSE - CRAWFORD	2,971	3,876	3,600	4,000	4,000	0
DIST 3 EXPENSE - R BRADLEY	1,650	2,025	91	4,000	4,000	0
DIST 4 EXPENSE - L BRADLEY	4,316	1,807	1,671	4,000	4,000	0
DIST 5 EXPENSE - GARRETT	2,659	5,226	4,578	4,000	4,000	0
DIST 6 EXPENSE - ADCOCK	3,344	842	3,291	4,000	4,000	0
DIST 7 EXPENSE - LITTLE	2,839	1,838	2,847	4,000	4,000	0
DIST 8 EXPENSE - DICKINSON	3,250	2,440	3,500	4,000	4,000	0
DUES/FEES			121			0
TRAINING DIST 1 MALCOM	1,940	2,309	1,040	2,500	2,500	0
TRAINING DIST 2 CRAWFORD	1,120	2,890	2,130	2,500	2,500	0
TRAINING DIST 3 R BRADLEY	700	2,580	1,885	2,500	2,500	0
TRAINING DIST 4 L BRADLEY	2,295	3,982	2,005	2,500	2,500	0
TRAINING DIST 5 GARRETT	1,220	4,057	3,295	2,500	2,500	0
TRAINING DIST 6 ADCOCK	895	3,795	1,905	2,500	2,500	0
TRAINING DIST 7 LITTLE	1,465	2,376	1,560	2,500	2,500	0
TRAINING DIST 8 DICKINSON	1,590	2,392	2,790	2,500	2,500	0
PURCHASED/CONTRACTED SERVICES Total	34,458	43,609	37,600	52,000	52,000	0
LEGISLATIVE Total	256,091	224,848	218,183	234,406	233,631	(775)

General Government

Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
LIBRARIES						
OTHER COSTS						
LIBRARY	123,600	123,600	123,600	123,600	123,600	0
OTHER COSTS Total	123,600	123,600	123,600	123,600	123,600	0
PURCHASED/CONTRACTED SERVICES						
R & M BUILDINGS - OUTSIDE						0
PURCHASED/CONTRACTED SERVICES Total						0
SUPPLIES						
LANDSCAPING REP & MAINT INSIDE						0
SUPPLIES Total						0
LIBRARIES Total	123,600	123,600	123,600	123,600	123,600	0
RECREATION						
OTHER COSTS						
ART GUILD						0
OTHER COSTS Total						0
RECREATION Total						0
PLANNING & DEVELOPMENT						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
MEDICAL EXAMS		15				0
MEDICARE	65	65	65	66	65	(1)
REGULAR SALARIES	4,500	4,500	4,500	4,568	4,500	(68)
SOCIAL SECURITY	279	279	279	283	279	(4)
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	4,844	4,859	4,844	4,917	4,844	(73)
SUPPLIES						
DNU - MISCELLANEOUS	110	245				0
SUPPLIES Total	110	245				0
PLANNING & DEVELOPMENT Total	4,954	5,104	4,844	4,917	4,844	(73)
TOTAL EXPENDITURES	1,287,099	1,398,380	2,959,866	1,160,749	1,142,601	(18,148)

Finance

Overview

The Finance Department has the responsibility of providing service and oversight of the various financial functions within the City. Primary functions include accounting, budgeting, accounts payable, payroll, billing and collecting receivables, financial reporting and purchasing. In addition, all utility administration, billing, collection and field services fall within this department.



Goals/Accomplishments

- Submit FY2018 Comprehensive Annual Financial Report (CAFR) to Government Finance Officers Association (GFOA) for the Certificate of Achievement for Excellence in Financial Reporting Program Award.
- Submit FY2018 Popular Annual Financial Report (PAFR) to the GFOA for the Popular Annual Financial Reporting Award Program Award.
- Submit FY2019 adopted budget to GFOA for the Distinguished Budget Presentation Award program.
- Currently implementing a new city-wide financial and payroll software system.
- Currently implementing a comprehensive document archiving system with the new software system.
- Implement a new utility billing and ESS (employee self-service) software system.
- Have implemented Positive Pay and Fraud Filters with our bank to prevent check and ACH fraud.

FINANCE EXPENDITURES

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
FINANCIAL ADMINISTRATION						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			134	140	80	(60)
GMEBS-RETIREMENT CONTRIBUTION	20,268	18,805	20,433	21,735	21,735	0
GROUP INS	40,667	24,188	31,454	27,000	27,000	0
MEDICAL EXAMS			303			0
MEDICARE	1,674	1,488	2,176	2,170	2,250	80
OVERTIME SALARIES	3,069	3,404	2,024	12,000	2,500	(9,500)
REGULAR SALARIES	117,953	102,587	150,093	149,679	155,132	5,453
SOCIAL SECURITY	7,158	6,364	9,304	9,280	9,618	338
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	190,790	156,836	215,922	222,004	218,315	(3,690)
PURCHASED/CONTRACTED SERVICES						
ADVERTISING			380			0
COMMUNICATIONS	989	1,032	1,318	1,800		(1,800)
CONTRACT LABOR					300	300
DUES/FEES	707	3,520	3,007	2,000	1,200	(800)
EQUIPMENT RENTAL			250	250	250	0
MAINTENANCE CONTRACTS	3,541	2,644	3,230	5,850	5,850	0
P O BOX RENTAL					220	220
POSTAGE			115	1,000	1,300	300
PROFESSIONAL FEES			1,900		300	300
SOFTWARE			218	200	200	0
TRAINING & EDUCATION	3,240	4,701	4,543	7,000	5,000	(2,000)
TRAVEL EXPENSE			683		1,000	1,000
I/T SVCS - WEB DESIGN, ETC.						0
PURCHASED/CONTRACTED SERVICES Total	8,478	11,897	15,643	18,100	15,620	(2,480)
SUPPLIES						
AUTO & TRUCK FUEL		22		100		(100)
COMPUTER EQUIP NON-CAPITAL					100	100
DNU - MISCELLANEOUS			374			0
EQUIPMENT PARTS			655			0
FOOD			62	100	300	200
FURNITURE < 5,000				500	500	0
JANITORIAL SUPPLIES			391	1,260	1,300	40
OFFICE SUPPLIES & EXPENSES	28,129	17,595	18,651	17,300	15,000	(2,300)
R & M BUILDINGS - INSIDE			629			0
SUPPLIES Total	28,129	17,617	20,762	19,260	17,200	(2,060)
FINANCIAL ADMINISTRATION Total	227,397	186,349	252,327	259,364	251,135	(8,230)
GENERAL ADMINISTRATION (510)						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM						0
MEDICAL EXAMS			202			0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total			202			0
GENERAL ADMINISTRATION (510) Total			202			0
GENERAL ADMINISTRATION (515)						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
GMEBS-RETIREMENT CONTRIBUTION	13,512	12,537	13,622	10,867	10,867	0
GROUP INS	27,111	20,784	16,399	13,500	13,500	0
MEDICARE	2,671	1,807	1,241	1,775	1,382	(393)
OVERTIME SALARIES	767	1,254	2,882	2,500	2,000	(500)
REGULAR SALARIES	190,603	129,270	84,541	122,396	95,340	(27,056)
SOCIAL SECURITY	11,424	7,727	5,305	7,589	5,911	(1,678)
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	246,089	173,380	123,990	158,627	129,000	(29,626)
PURCHASED/CONTRACTED SERVICES						
ADVERTISING			32			0
COMMUNICATIONS					400	400
PURCHASED/CONTRACTED SERVICES Total			32		400	400
SUPPLIES						
FOOD			33			0
SMALL TOOLS & MINOR EQUIPMENT			42			0
SUPPLIES Total			75			0
GENERAL ADMINISTRATION (515) Total	246,089	173,380	124,097	158,627	129,400	(29,226)
TOTAL EXPENDITURES	473,486	359,730	376,626	417,991	380,535	(37,456)

Planning & Development

Overview

The Planning & Development Department is in charge of planning, development, code enforcement & economic development for the City of Monroe. The department is also responsible for building inspections, rezoning and variances and maintaining the future land use map. The department issues all building-related permits and the associated activities as they relate to the permits being issued. These activities include plan review for all new construction, remodels, additions, and miscellaneous projects. In addition, the department's staff issues business licenses for businesses located in Monroe and handles the abatement of nuisance buildings and properties. The staff also functions as secretary to both the Planning Commission and the Historic Preservation Commissions and maintains for public record the minutes and all other documents incidental to the procedures of these Commissions.

Goals/Accomplishments

- To provide economic development, downtown growth and revitalization using the most up to date planning tools available.
- To ensure the standards and codes as set forth by the City of Monroe for safety, health and public welfare are implemented and maintained by regulating and controlling the design, construction, quality of materials, use and occupancy, and location of all buildings and structures within Monroe.
- To maintain efforts on tax and business license compliance.
- To modify ordinances to better reflect the current business growth and pursue a greater compliance within the residential areas regarding quality of life for our citizens.
- To provide, through revisions of the existing ordinances, zoning and development codes, a more consistent, simple and cohesive implementation of the regulations of the City.
- To lead the process for the periodic update of the Comprehensive Plan, the Short Term Work Program (STWP) and the Service Delivery Strategy (SDS) documents with Walton County.



PLANNING & DEVELOPMENT

EXPENDITURES

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
PLANNING & DEVELOPMENT						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
VEHICLES	23,158				25,000	25,000
CAPITAL OUTLAYS - MACHINERY & EQUIP Total	23,158				25,000	25,000
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			161	170	180	10
GMEBS-RETIREMENT CONTRIBUTION	27,024	33,411	40,865	50,714	57,959	7,245
GROUP INS	55,745	65,733	57,424	63,000	72,000	9,000
MEDICAL EXAMS			607			0
MEDICARE	2,463	2,537	2,636	5,259	6,409	1,150
OVERTIME SALARIES	1,385	1,615	2,531	5,000	3,500	(1,500)
REGULAR SALARIES	186,047	190,418	197,953	362,702	442,019	79,317
SOCIAL SECURITY	10,531	10,850	11,270	22,488	27,405	4,917
WORKERS COMP INSURANCE	246			2,500		(2,500)
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	283,441	304,564	313,447	511,833	609,472	97,639
PURCHASED/CONTRACTED SERVICES						
ADVERTISING			1,138	500	500	0
COMMUNICATIONS	2,009	901	1,423	2,000	2,000	0
CONSULTING - TECHNICAL				5,000	0	(5,000)
CONTRACT LABOR				10,000	50,000	40,000
DUES/FEES	1,365	410	762	1,000	1,000	0
EQUIPMENT RENTAL			176	210	210	0
GENERAL LIABILITY INSURANCE	2,087	2,671	2,795	6,000	3,000	(3,000)
MAINTENANCE CONTRACTS	9,906	8,780	9,162	9,965	9,500	(465)
POSTAGE				1,200	1,500	300
PRINTING			139			0
PROFESSIONAL FEES			12,580	30,000	25,000	(5,000)
TRAINING & EDUCATION	2,631	3,041	1,749	4,800	4,800	0
TRAVEL EXPENSE				1,000	1,000	0
VEHICLE REP & MAINT-OUTSID			55	2,000	2,000	0
I/T SVCS - WEB DESIGN, ETC.						0
PURCHASED/CONTRACTED SERVICES Total	17,998	15,803	29,978	73,675	100,510	26,835
SUPPLIES						
AUTO & TRUCK FUEL	1,822	1,840	1,819	3,500	3,500	0
AUTO PARTS	773	493	314	2,000	1,000	(1,000)
CODIFICATION UPDATE	832	550	2,932	5,000	5,000	0
COMPUTER EQUIP NON-CAPITAL						0
DNU - MISCELLANEOUS			59			0
EXPENDABLE FLUIDS	178	52		400	400	0
FOOD			65		300	300
FURNITURE < 5,000				5,000	5,000	0
JANITORIAL SUPPLIES			537	1,750	1,750	0
OFFICE SUPPLIES & EXPENSES	7,350	7,790	9,602	24,580	8,500	(16,080)
R & M BUILDINGS - INSIDE			127			0
TIRES	860		511	1,000	2,000	1,000
UNIFORM EXPENSE		249		1,800	1,500	(300)
UNIFORM RENTAL				825		(825)
SUPPLIES Total	11,816	10,974	15,966	45,855	28,950	(16,905)
PLANNING & DEVELOPMENT Total	336,413	331,341	359,391	631,363	763,932	132,569
TOTAL EXPENDITURES	336,413	331,341	359,391	631,363	763,932	132,569



Fire

Our Mission: "The Monroe Fire Department is dedicated to protecting the lives and property of its citizens and visitors to the community through fire prevention, public education, training, and the delivery of professional fire and emergency services."

Goals

- Preservation of life
- Preservation of property

We accomplish these goals through:

- Fire prevention education
- Fire inspections code enforcement
- Training
- Fire suppression operations
- Rescue and first responder operations

Accomplishments

- Conducted 50+ Fire Educational Events
- Issued and / or installed 400+ smoke detectors
- Community Risk Reduction Division (Fire Marshal) conducted 23 fire cause investigations, fire life safety education with our Fire Safety Blowout
- Added 6 additional firefighters with awarded SAFER Grant (\$587,989)
- FM Global Grant for \$3,000 for smoke detectors
- Walmart Grants totaling \$1,000 for safety education
- Conducted first recruit class
- Two MFD staff members completed classes at the National Fire Academy
- Saved over \$4 million in property from fire loss
- Conducted over 2,547 EMS / Rescue calls
- Completed construction of Live Fire Training Facility

FIRE EXPENDITURES

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
FIRE OPERATIONS						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
EQUIPMENT						
VEHICLES			63,674			0
CAPITAL OUTLAYS - MACHINERY & EQUIP Total			63,674			0
CAPITAL OUTLAYS - PROPERTY						
BUILDINGS			18,459			0
SITE IMPROVEMENTS				58,000		(58,000)
CAPITAL OUTLAYS - PROPERTY Total			18,459	58,000		(58,000)
DEBT SERVICE						
CAPITAL LEASE INTEREST				2,251	3,171	920
CAPITAL LEASE PRINCIPAL				25,493	33,749	8,256
DEBT SERVICE Total				27,744	36,920	9,176
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			618	620	700	80
GMEBS RETIREMENT CONTRIBUTION	141,878	140,037	156,650	202,856	196,133	(6,723)
GROUP INS	281,976	236,716	220,126	265,200	264,300	(900)
MEDICAL EXAMS	100	60	5,169	8,500	10,000	1,500
MEDICARE	12,876	12,709	14,461	17,344	17,858	514
OVERTIME SALARIES	19,224	17,331	26,516	30,000	30,000	0
PART - TIME/TEMPORARY SALARIES	32,443	26,292	17,427	30,000	16,900	(13,100)
REGULAR SALARIES	904,820	891,757	1,024,415	1,166,151	1,214,702	48,551
RETIREMENT CONTRIBUTION	5,300	5,200	5,700	11,400	9,000	(2,400)
SOCIAL SECURITY	55,055	54,340	61,833	74,161	76,359	2,198
WORKERS COMP INSURANCE	907	8,302	4,391	5,000	0	(5,000)
VOLUNTEER SALARIES						0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	1,454,577	1,392,743	1,537,305	1,811,232	1,835,952	24,720
PURCHASED/CONTRACTED SERVICES						
COMMUNICATIONS	755	2,285	3,236	6,550	7,050	500
DUES/FEES	2,416	5,327	8,280	6,400	3,000	(3,400)
EQUIPMENT RENTAL			1,474	1,620	1,620	0
EQUIPMENT REP & MAINT-OUTSIDE	4,140	2,724	5,507	4,000	4,000	0
GA DEPT REV FEES			250	250	250	0
GENERAL LIABILITY INSURANCE	2,848	2,251	2,236	5,000	5,000	0
LAWN CARE & MAINTENANCE					1,500	1,500
LICENSES FOR EMPLOYEES			75		1,000	1,000
MAINTENANCE CONTRACTS	6,492	5,784	3,094	3,000	4,000	1,000
PEST CONTROL			28	4,300	4,300	0
PROFESSIONAL FEES				500	500	0
R & M BUILDINGS - OUTSIDE					17,500	17,500
SOFTWARE				600	1,000	400
TRAINING & EDUCATION	5,916	4,847	8,047	8,500	10,000	1,500
TRAVEL EXPENSE			666	4,500	4,000	(500)
VEHICLE REP & MAINT-OUTSID	13,330	3,379	10,489	7,030	13,549	6,519
I/T SVCS - WEB DESIGN, ETC.				641		(641)
PURCHASED/CONTRACTED SERVICES Total	35,896	26,597	43,383	52,891	78,269	25,378
SUPPLIES						
AUTO & TRUCK FUEL	11,639	11,562	12,066	16,000	16,000	0
AUTO PARTS	1,968	2,520	2,669	7,000	5,000	(2,000)
COMPUTER EQUIP NON-CAPITAL			792	752		(752)
EQUIPMENT PARTS	11,055	15,747	19,516	15,500	15,500	0
EXPENDABLE FLUIDS	1,896	1,406	1,785	2,500	2,500	0
FIRE EQUIPMENT	7,562	39,275	12,598	52,744	34,500	(18,244)
FOOD			495	1,000	1,000	0
FURNITURE < 5,000				2,080	1,200	(880)
HAND TOOLS			3,663			0
JANITORIAL SUPPLIES	1,927	2,408	3,065	3,500	3,500	0
OFFICE SUPPLIES & EXPENSES	11,858	15,002	14,682	8,676	10,000	1,324
R & M BUILDINGS - INSIDE	9,950	7,635	12,980	12,107	7,000	(5,107)
SAFETY/MEDICAL SUPPLIES	886	3,115	1,271	3,800	10,000	6,200

Fire

Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
SMALL TOOLS & MINOR EQUIPMENT			3,658	5,000	5,000	0
SPONSORSHIPS/DONATIONS			3,079		2,000	2,000
SYSTEM R & M - INSIDE			225			0
TIRES	2,833	1,068	3,837	8,500	8,500	0
TRAINING MATERIALS - COM USE				6,750	8,000	1,250
UNIFORM EXPENSE	10,586	10,013	9,070	18,500	10,000	(8,500)
FIRE EDUCATION MATERIALS			3,312			0
DONATION PURCHASES			3,905			0
SUPPLIES Total	72,159	109,752	112,669	164,409	139,700	(24,709)
FIRE OPERATIONS Total	1,562,632	1,529,091	1,775,490	2,114,276	2,090,841	(23,435)
FIRE PREVENTION/CRR						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM					25	25
MEMBERS RETIREMENT CONTRIBUTION				7,245	7,245	0
GROUP INS				9,300	9,300	0
MEDICAL EXAMS					300	300
MEDICARE				737	759	22
OVERTIME SALARIES				3,000	3,000	0
REGULAR SALARIES				50,809	52,333	1,524
RETIREMENT CONTRIBUTION				300	759	459
SOCIAL SECURITY				3,150	3,245	95
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total				74,541	76,966	2,425
PURCHASED/CONTRACTED SERVICES						
DUES/FEES				1,776	1,900	124
EQUIPMENT REP & MAINT-OUTSIDE				750	750	0
EVENTS						0
TRAINING & EDUCATION				2,000	5,850	3,850
PURCHASED/CONTRACTED SERVICES Total				4,526	8,500	3,974
SUPPLIES						
AUTO PARTS				500	500	0
FIRE EQUIPMENT				2,805	2,880	75
OFFICE SUPPLIES & EXPENSES				500	500	0
UNIFORM EXPENSE				500	500	0
FIRE EDUCATION MATERIALS				4,500	10,500	6,000
SUPPLIES Total				8,805	14,880	6,075
FIRE PREVENTION/CRR Total				87,872	100,346	12,474
TOTAL EXPENDITURES	1,562,632	1,529,091	1,775,490	2,202,148	2,191,187	(10,961)

Police

Overview

The Police Department's mission is "To protect and to serve our community with the highest quality of law enforcement service by providing fair, firm and consistent public safety services in partnership with the community." The Monroe Police Department is a full service law enforcement agency, providing proactive enforcement and public safety services to our community. The department works to develop programs that will continue building strong relationships between the community and the department and strives toward complete public awareness of our department and public safety activities.

Law Enforcement Operations

- Uniform Patrol
- Criminal Investigations
- Chief's Response Team
- Field Investigation Team
- Evidence/Property/Crime Technician



Service and Support

- Day to Day Administrative Operation
- Open Records
- Municipal Court Operations
- Supply Operations
- Training

Goals

- Continue to exceed the national average in part 1 and part 2 crimes solved.

Police (continued)

- Continue to develop service orientated employees through mentorship, citizen interaction and exceeding the state training requirements.
- Continue to provide professional public safety services to our community while managing our resources in a conservative and responsible manner that reflects our City's leadership visions, goals and responsiveness to our community.
- To develop and implement a sustainable Fleet Management Program that meets the needs of MPD and the community we serve.
- Establish and retain adequate Law Enforcement staffing required to accomplish our mission in a very fluid and challenging public safety environment.
- Prepare for 01 January 2019 federally mandated implementation of digital radio system upgrade for all public safety personnel
- Rehab and / or construct MPD Firearms Training facility
- Acquire 2 to 3 All-Terrain vehicles through the Federal 10-33 program for use during "Inclement Weather" events.

Accomplishments

- Conducted 40 Public Relations / Community events
- 7 Bike Unit events
- Worked 807 MVA's
- Handled an average of 3220 Calls for Service per month
- Conducted and or participated in 3500 plus hours of training
- Have acquired approximately \$50,000 of excess property through Federal 10-33
- 2 Officers completed GPSTC police academy
- Conducted 2 School Safety Evaluations (GWA and Country Day School)

POLICE / JUDICIAL EXPENDITURES

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
MUNICIPAL COURT						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			7		25	25
GMEBS-RETIREMENT CONTRIBUTION	6,756	6,268	6,811	7,245	7,245	0
GROUP INS	13,556	10,058	9,571	9,000	9,000	0
MEDICAL EXAMS			101			0
MEDICARE	885	919	1,055	749	764	15
OVERTIME SALARIES	1,654	1,818	2,407	2,500	1,500	(1,000)
PROFESSIONAL FEES			150			0
REGULAR SALARIES	60,438	62,699	36,274	51,673	52,719	1,046
RETIREMENT CONTRIBUTION					0	0
SOCIAL SECURITY	3,782	3,928	1,851	3,204	3,269	65
TRAVEL EXPENSE			682			0
WORKERS COMP INSURANCE						0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	87,071	85,689	58,908	74,371	74,522	151
PURCHASED/CONTRACTED SERVICES						
COMMUNICATIONS	461	350	527	1,000	1,000	0
CONTRACT LABOR			500	1,270	0	(1,270)
DUES/FEES			15	250	0	(250)
EQUIPMENT RENTAL			29	30	30	0
INDIGENT DEFENSE	23,711	28,561	39,525	25,000	25,000	0
P O BOX RENTAL				200	200	0
TRAINING & EDUCATION	1,205	2,277	1,298	2,500	1,200	(1,300)
WITNESS FEES	890	1,130	740	1,000	1,000	0
PURCHASED/CONTRACTED SERVICES Total	26,268	32,318	42,634	31,250	28,430	(2,820)
SUPPLIES						
OFFICE SUPPLIES & EXPENSES	1,736	3,264	3,518	2,000	1,000	(1,000)
UNIFORM EXPENSE		101	278	300	300	0
SUPPLIES Total	1,736	3,365	3,796	2,300	1,300	(1,000)
MUNICIPAL COURT Total	115,074	121,372	105,338	107,921	104,252	(3,669)
POLICE						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
EQUIPMENT				50,454	56,569	6,115
VEHICLES			159,070			0
CAPITAL OUTLAYS - MACHINERY & EQUIP Total			159,070	50,454	56,569	6,115
CAPITAL OUTLAYS - PROPERTY						
BUILDINGS					75,000	75,000
SITE IMPROVEMENTS						0
CAPITAL OUTLAYS - PROPERTY Total					75,000	75,000
DEBT SERVICE						
CAPITAL LEASE INTEREST				10,549	17,924	7,375
CAPITAL LEASE PRINCIPAL				119,500	128,826	9,326
DEBT SERVICE Total				130,049	146,750	16,701
OTHER COSTS						
POLICE OFFICERS A&B FUND	18,895	13,052	12,672	21,000	21,000	0
OTHER COSTS Total	18,895	13,052	12,672	21,000	21,000	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			1,129		1,200	1,200
GMEBS-RETIREMENT CONTRIBUTION	270,243	250,739	286,064	333,264	333,264	0
GROUP INS	540,821	402,254	405,109	415,500	414,000	(1,500)
MEDICAL EXAMS	1,040	3,536	7,996	2,500	2,500	0
MEDICARE	26,308	26,913	27,808	29,350	29,750	400
OVERTIME - OTHER	22,198	5,767	6,039	20,000	10,000	(10,000)
OVERTIME SALARIES	156,285	177,427	182,464	110,000	160,000	50,000
PART - TIME/TEMPORARY SALARIES	20,950	36,818	24,295	26,021	32,000	5,979
REGULAR SALARIES	1,706,365	1,722,263	1,860,496	1,998,117	2,019,691	21,574
RETIREMENT CONTRIBUTION	7,800	7,860	8,180	13,500	13,500	0
SOCIAL SECURITY	112,420	115,075	122,488	125,497	127,205	1,708
WORKERS COMP INSURANCE	130,973	95,226	87,954	50,000	50,000	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	2,995,402	2,843,877	3,020,023	3,123,747	3,193,110	69,363

Police

Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
PURCHASED/CONTRACTED SERVICES						
ADVERTISING			7,970	1,500	1,000	(500)
COMMUNICATIONS	38,830	37,418	35,079	47,500	47,500	0
CONTRACT LABOR	5,232	5,913	5,388	10,000	10,000	0
CUSTODIAL SVCS			7,200	7,200	8,200	1,000
DUES/FEES	2,510	3,208	4,511	5,000	8,000	3,000
EQUIPMENT RENTAL			2,079	2,400	2,400	0
EQUIPMENT RENTS / LEASES			563		1,500	1,500
EQUIPMENT REP & MAINT-OUTSIDE	2,247	2,488	1,715	2,700	5,300	2,600
GENERAL LIABILITY INSURANCE	73,315	69,311	80,892	88,000	88,000	0
LICENSES FOR EMPLOYEES			960		1,500	1,500
MAINTENANCE CONTRACTS	34,927	39,969	47,300	19,200	43,200	24,000
P O BOX RENTAL					300	300
PEST CONTROL			50	300	500	200
POSTAGE			306	1,000	1,000	0
PRINTING			565		0	0
PRISONER MEDICAL	3,756			500	5,000	4,500
PROFESSIONAL FEES			451	500	1,500	1,000
SECURITY SYSTEMS					3,500	3,500
SOFTWARE			2,547		3,000	3,000
TRAINING & EDUCATION	26,622	27,214	32,293	25,000	20,000	(5,000)
TRAVEL EXPENSE				10,000	10,000	0
VEHICLE REP & MAINT-OUTSID	10,507	25,959	33,556	20,000	22,000	2,000
I/T SVCS - WEB DESIGN, ETC.				1,200	3,800	2,600
INVESTIGATIVE SERVICES				3,000	5,000	2,000
VEHICLE RENTAL					0	0
PURCHASED/CONTRACTED SERVICES Total	197,946	211,480	263,423	245,000	292,200	47,200
SUPPLIES						
AMMO/QUALIFICATION	12,088	11,237	10,309	12,500	12,500	0
AUTO & TRUCK FUEL	100,685	88,798	97,183	130,000	130,000	0
AUTO PARTS	27,521	32,366	47,994	33,000	33,000	0
BOOKS & PERIODICALS			103		500	500
COMPUTER EQUIP NON-CAPITAL			7,488	10,000	5,000	(5,000)
DAMAGE CLAIMS	7,116	23,429	29,812	10,000	10,000	0
DNU - MISCELLANEOUS	1,104	828				0
EQUIPMENT PARTS	1,457	1,577	1,703	2,800	2,800	0
EXPENDABLE FLUIDS	972	1,600	831	1,800	1,800	0
FOOD			2,429	2,000	2,000	0
INVESTIGATION SUPPLIES	26,124	19,188	40,557	27,000	30,000	3,000
ISSUED EQUIPMENT	21,294	26,610	58,377	50,000	167,302	117,302
JANITORIAL SUPPLIES	3,685	3,403	1,908	4,500	4,500	0
K-9 OPERATIONS	487	743	1,294	5,986	5,000	(986)
OFFICE SUPPLIES & EXPENSES	38,245	28,224	28,976	21,500	21,500	0
R & M BUILDINGS - INSIDE	10,382	4,636	5,594	15,000	10,000	(5,000)
SMALL TOOLS & MINOR EQUIPMENT	1,914	221	42	4,500	5,000	500
SPONSORSHIPS/DONATIONS	10,922	6,893	2,051	11,000	2,000	(9,000)
TIRES	15,534	12,210	16,616	15,000	12,500	(2,500)
TRAINING MATERIALS - COM USE				2,000	7,000	5,000
UNIFORM EXPENSE	17,069	15,686	30,594	22,000	25,000	3,000
DONATION PURCHASES			4,464		250	250
SUPPLIES Total	296,599	277,649	388,326	380,586	487,652	107,066
POLICE Total	3,508,841	3,346,057	3,843,513	3,950,836	4,272,281	321,445
WALTON PLAZA						
DEBT SERVICE						
CAPITAL LEASE INTEREST				88,109	42,483	(45,626)
CAPITAL LEASE PRINCIPAL				56,427	75,000	18,573
DEBT SERVICE Total				144,536	117,483	(27,053)
WALTON PLAZA Total				144,536	117,483	(27,053)
TOTAL EXPENDITURES	3,623,916	3,467,428	3,948,851	4,203,293	4,494,016	290,723

Streets and Transportation

Overview

Mission Statement:

To provide the essential services to our citizens in a prompt, courteous, safe, efficient, and cost effective manner. The department, through its dedicated employees, strives to plan, build, maintain, and operate our public infrastructure in a sustainable manner which will preserve its assets for future generations.



Vision Statement:

To improve daily operations by encouraging continuous development in our customer service, infrastructure, and employee involvement.

Department Description:

The Streets & Transportation Department maintains the City's streets, sidewalks, public facilities, traffic controls and signage, and right of ways. The department also operates an efficient fleet service center that services the entire fleet of the City.

Goals

- Continue to provide professional, effective, and timely services to all of our residents and businesses
- Continue to provide essential services while striving to become more efficient on a daily basis
- Continue safe work practices and strive for a "zero-loss" accident rate by implementing new safety training methods
- Continue to enhance a working relationship with elected officials, the public, and each department within the municipality
- Continue a street resurfacing program through LMIG funding
- Implement a Pavement Preservation Program with third-party analysis and implement alternative methods of preservation in order to achieve a maximum life span of each roadway
- Continue to improve connections of the walkways within the City using the "Sidewalk Master Plan" as a reference guide

Streets and Transportation (continued)

- Maintain State compliance and obtain Federal compliance in various areas at the Monroe Walton County Airport
- Maintain the Right of Way throughout the City in the most efficient way possible
- Maintain mandated levels of reflectivity on all signage throughout the City
- Continue to provide the proper services to assure a safe and well operating fleet throughout the City

STREETS & TRANSPORTATION

EXPENDITURES

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
STREETS & TRANSPORTATION						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
EQUIPMENT		6,000	5,889		10,000	10,000
MACHINERY	7,822					0
VEHICLES	28,200		38,265			0
CAPITAL OUTLAYS - MACHINERY & EQUIP Total	36,022	6,000	44,153		10,000	10,000
CAPITAL OUTLAYS - PROPERTY						
BUILDINGS						0
INFRASTRUCTURE				10,000	10,000	0
SITE IMPROVEMENTS						0
CAPITAL OUTLAYS - PROPERTY Total				10,000	10,000	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			591	600	530	(70)
GMEBS-RETIREMENT CONTRIBUTION	141,878	133,706	149,839	152,142	123,163	(28,979)
GROUP INS	284,727	223,965	210,555	189,000	153,000	(36,000)
MEDICAL EXAMS	150	170	2,982	1,000	1,000	0
MEDICARE	9,414	9,639	10,786	11,885	9,853	(2,032)
OVERTIME - OTHER	5,661					0
OVERTIME SALARIES	28,426	33,286	47,041	30,000	30,000	0
PART - TIME/TEMPORARY SALARIES	3,257	9,612	10,656	15,306		(15,306)
REGULAR SALARIES	633,747	645,137	723,241	804,335	679,538	(124,797)
REIMB SALARIES - CDBG	(71,606)					0
REIMB SALARIES - OTHER						0
REIMB SALARIES - SPLOST	(20,103)	(39,830)				0
REIMB SALARIES - SW		(2,056)	(34,891)			0
SOCIAL SECURITY	40,254	41,215	46,121	50,818	42,131	(8,687)
WORKERS COMP INSURANCE	129,797	38,620	115,265			0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	1,185,603	1,093,464	1,282,186	1,255,085	1,039,215	(215,870)
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	87	43	64	500	500	0
COMMUNICATIONS	4,344	3,739	3,723	5,400	5,400	0
CONSTRUCTION SERVICES				1,500	1,500	0
CONSULTING - TECHNICAL				1,400	1,400	0
CUSTODIAL SVCS			370	2,400	2,400	0
DUES/FEES	484	499	847	1,600	2,000	400
EQUIPMENT RENTAL	10,049	9,006	777	5,000	5,000	0
EQUIPMENT REP & MAINT-OUTSIDE	455	12,882	3,973	4,500	4,500	0
GA DEPT REV FEES			900	900	900	0
GENERAL LIABILITY INSURANCE	12,048	12,799	12,892	15,000	15,000	0
LAWN CARE & MAINTENANCE		138		500	1,000	500
MAINTENANCE CONTRACTS	3,463	5,217	3,475	4,016	4,100	84
PEST CONTROL			13	84	84	0
POSTAGE					100	100
PRINTING				500	500	0
PROFESSIONAL FEES			9,950	100	100	0
R & M SYSTEM - OUTSIDE					1,000	1,000
STREET REPAIRS & MAINT LMIG	113,000	113,466				0
TRAFFIC LIGHTS		625	2,765	5,000	5,000	0
TRAINING & EDUCATION	2,928	3,103	2,695	5,000	5,000	0
VEHICLE REP & MAINT-OUTSID	3,500	4,306	2,075	5,000	5,000	0
I/T SVCS - WEB DESIGN, ETC.				500	500	0
PURCHASED/CONTRACTED SERVICES Total	150,356	165,822	44,520	58,900	60,984	2,084

Streets & Transportation

Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
SUPPLIES						
AUTO & TRUCK FUEL	29,044	29,462	31,358	52,000	52,000	0
AUTO PARTS	9,066	8,046	7,750	15,000	15,000	0
CHEMICALS/PESTICIDES	80	741	1,281	2,000	3,500	1,500
COMPUTER EQUIP. NON-CAPITAL						0
CONSTRUCTION MATERIALS	9,007	16,164	6,307	16,000	16,000	0
DAMAGE CLAIMS	47	344	4,905	1,000	1,000	0
DNU - MISCELLANEOUS	2,462	2,272	375			0
EQUIPMENT PARTS	24,062	39,243	23,871	30,000	30,000	0
EXPENDABLE FLUIDS	5,812	6,758	5,828	6,500	6,500	0
FOOD				500	500	0
HAND TOOLS	3,294	4,255	7,830	4,000	5,000	1,000
JANITORIAL SUPPLIES	11,615	12,780	14,459	17,000	17,000	0
OFFICE SUPPLIES & EXPENSES	7,594	8,355	6,446	2,900	3,500	600
R & M BUILDINGS - INSIDE	326					0
R/W REPAIRS & MAINT INSIDE	12,729	13,656	1,400	12,000	12,000	0
SAFETY/MEDICAL SUPPLIES	3,679	4,771	4,483	8,000	8,000	0
SIGNAGE & MATERIALS	7,744	8,534	7,876	10,000	10,000	0
SMALL TOOLS & MINOR EQUIPMENT	9,722	1,876	1,921	10,000	10,000	0
STREET LIGHTS				25,000	25,000	0
STREET REPAIRS & MAINT INSIDE	361	3,917	4,048	4,000	4,000	0
STREET SUPPLIES	5,279	4,023	6,817	8,500	8,500	0
TIRES	3,709	7,105	7,472	6,000	6,000	0
UNIFORM EXPENSE	275	401	282	1,000	1,000	0
UNIFORM RENTAL	6,962	8,784	11,765	14,100	14,100	0
SIDEWALK R & M - INSIDE						0
SUPPLIES Total	152,870	181,487	156,475	245,500	248,600	3,100
STREETS & TRANSPORTATION Total	1,524,850	1,446,772	1,527,334	1,569,485	1,368,799	(200,686)
TOTAL EXPENDITURES	1,524,850	1,446,772	1,527,334	1,569,485	1,368,799	(200,686)

Buildings and Grounds

Overview

To maintain a responsible and efficiently operated division for citizens with specific attention on safety, imagery, cleanliness, respectfulness, and functionality of all City buildings, facilities, and grounds through an effective management of labor, money, and material. This is a division of the Central Services Department.

Goals

- Development of a more welcoming appearance and feeling for all City buildings, facilities, and grounds.
- Expand the ability of all City facilities and grounds to meet the desired usability of our citizens and visitors.
- Continue to provide efficient and consistent levels of service and maintenance of all City buildings, facilities, and grounds.
- Provide for a better functionality and aesthetic appearance for all City buildings, facilities, and grounds.
- Continue to balance both City labor and contractor labor for the most effective approach to achievement of objectives for all City buildings, facilities, and grounds.



BUILDINGS & GROUNDS EXPENDITURES

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
BLDGS & GROUNDS						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
EQUIPMENT				28,000		(28,000)
MACHINERY						0
VEHICLES	20,450			34,000	25,000	(9,000)
CAPITAL OUTLAYS - MACHINERY & EQUIP Total	20,450			62,000	25,000	(37,000)
CAPITAL OUTLAYS - PROPERTY						
BUILDINGS						0
INFRASTRUCTURE						0
SITE IMPROVEMENTS			55,890			0
CAPITAL OUTLAYS - PROPERTY Total			55,890			0
DEBT SERVICE						
CAPITAL LEASE INTEREST						0
DEBT SERVICE Total						0
OTHER COSTS						
ART GUILD	5,706	1,925	2,427	2,000	2,500	500
LIBRARY	14,318	3,964	2,937	2,000	2,500	500
OTHER COSTS Total	20,024	5,889	5,363	4,000	5,000	1,000
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			81	80	25	(55)
GMERS-RETIREMENT CONTRIBUTION	20,268	18,805	20,433	7,245	28,979	21,734
GROUP INS	40,667	30,173	28,712	9,000	36,000	27,000
MEDICAL EXAMS		50	303			0
MEDICARE	1,296	1,376	1,452	716	1,679	963
OVERTIME - OTHER						0
OVERTIME SALARIES	580	1,475	1,611	2,500	3,500	1,000
PART - TIME/TEMPORARY SALARIES	12,241	16,094	21,033	16,072	0	(16,072)
REGULAR SALARIES	88,245	90,982	92,334	33,286	115,811	82,525
RETIREMENT CONTRIBUTION						0
SOCIAL SECURITY	5,541	5,882	6,248	3,060	7,180	4,120
WORKERS COMP INSURANCE	412					0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	169,250	164,837	172,207	71,958	193,174	121,216
PURCHASED/CONTRACTED SERVICES						
ADVERTISING		24	16			0
COMMUNICATIONS	788	602	842	1,000	750	(250)
CONSULTING - TECHNICAL				2,000	0	(2,000)
CONTRACT LABOR	41,945	46,300	31,900	15,400	15,000	(400)
CUSTODIAL SVCS						0
DUES/FEES			45			0
ENVIRONMENTAL EXPENSE	42					0
EQUIPMENT RENTAL			136	60	2,500	2,440
EQUIPMENT REP & MAINT-OUTSIDE					250	250
GENERAL LIABILITY INSURANCE	2,214	2,671	2,795	2,800	2,800	0
LAWN CARE & MAINTENANCE			35,357	51,000	60,000	9,000
MAINTENANCE CONTRACTS	2,218	2,448	2,201	1,040	5,500	4,460
PARKS & GROUNDS R&M OUTSIDE				3,000	2,500	(500)
PEST CONTROL			113	700	1,000	300
POSTAGE						0
PRINTING						0
R & M BUILDINGS - OUTSIDE					10,000	10,000
R&M BLDG - PLAYHOUSE	746	5,020	288	5,000	2,500	(2,500)
TRAINING & EDUCATION			70	500	500	0
VEHICLE REP & MAINT-OUTSID	725	45		500	250	(250)
I/T SVCS - WEB DESIGN, ETC.					25	25
PURCHASED/CONTRACTED SERVICES Total	48,678	57,110	73,764	83,000	103,575	20,575

Buildings & Grounds

Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
SUPPLIES						
AUTO & TRUCK FUEL	3,471	4,466	4,499	5,000	7,500	2,500
AUTO PARTS	403	813	421	1,000	500	(500)
CHEMICALS/PESTICIDES	80	80	67	500	500	0
COMPUTER EQUIP NON-CAPITAL						0
DAMAGE CLAIMS	36	281				0
DNU - MISCELLANEOUS	311	178				0
EQUIPMENT PARTS	4,944	8,306	5,754	5,000	5,000	0
EXPENDABLE FLUIDS	464	584	92	500	250	(250)
FOOD					125	125
HAND TOOLS	628	228	25	750	250	(500)
JANITORIAL SUPPLIES	416	574		500	250	(250)
LANDSCAPING REP & MAINT INSIDE	607	1,426		5,000	2,500	(2,500)
OFFICE SUPPLIES & EXPENSES	2,061	1,264	447	920	500	(420)
PARKS & GROUNDS R&M INSIDE	14,343	13,215		24,500	2,500	(22,000)
R & M BUILDINGS - INSIDE			17		2,500	2,500
SAFETY/MEDICAL SUPPLIES	642	1,076	1,078	500	500	0
SIGNAGE & MATERIALS				2,000	500	(1,500)
SMALL TOOLS & MINOR EQUIPMENT				500	1,000	500
TIRES	222	917	411	1,000	500	(500)
UNIFORM RENTAL	1,778	1,941	2,126	2,000	6,500	4,500
SUPPLIES Total	30,407	35,350	14,938	49,670	31,375	(18,295)
BLDGS & GROUNDS Total	288,809	263,186	322,162	270,628	358,124	87,496
COMMUNITY CENTER						
PURCHASED/CONTRACTED SERVICES						
COMMUNICATIONS			922	960	1,000	40
CUSTODIAL SVCS			1,465	3,600	5,000	1,400
EQUIPMENT RENTS / LEASES			210		0	0
MAINTENANCE CONTRACTS				2,081	2,000	(81)
PEST CONTROL			70	420	400	(20)
R & M BUILDINGS - OUTSIDE				1,200	12,000	10,800
R&M COMMUNITY CENTER - OUTSIDE				669	0	(669)
PURCHASED/CONTRACTED SERVICES Total			2,667	8,930	20,400	11,470
SUPPLIES						
COMPUTER EQUIP NON-CAPITAL					0	0
JANITORIAL SUPPLIES			619	800	250	(550)
LANDSCAPING REP & MAINT INSIDE				670	500	(170)
OFFICE SUPPLIES & EXPENSES				100	250	150
PARKS & GROUNDS R&M INSIDE			9,039	4,000	0	(4,000)
R & M BUILDINGS - INSIDE					2,500	2,500
SUPPLIES Total			9,658	5,570	3,500	(2,070)
COMMUNITY CENTER Total			12,325	14,500	23,900	9,400
TOTAL EXPENDITURES	288,809	263,186	334,487	285,128	382,024	96,896

Airport

Overview

To continue a forward-thinking growth and development plan that continues to grow the airport into an economic tool and benefit for the City of Monroe with specific attention on safety, imagery, facilities, and the functionality of all amenities and facilities through the effective management of funding from federal, state, and local allocations. This is a division of the Central Services Department.



Goals

- Development of a more welcoming appearance to the airport through the application and installation of signage and landscaping.
- Expand the types of amenities available to airport patrons and visitors.
- Continue to focus on safety improvements to both the facility and buildings.
- Provide facilities that invite a high traffic flow to the airport and provide benefit to the City.
- Continue to balance both City funding with grant funding for the most effective expansions of airport facilities and improvements.

AIRPORT EXPENDITURES						
	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
AIRPORT						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
EQUIPMENT					43,350	43,350
MACHINERY						0
VEHICLES						0
CAPITAL OUTLAYS - MACHINERY & EQUIP Total					43,350	43,350
CAPITAL OUTLAYS - PROPERTY						
BUILDINGS				28,500		(28,500)
INFRASTRUCTURE						0
SITE IMPROVEMENTS				7,500		(7,500)
CAPITAL OUTLAYS - PROPERTY Total				36,000		(36,000)
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
REIMB SALARIES - OTHER						0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total						0
PURCHASED/CONTRACTED SERVICES						
ADVERTISING				1,100	1,200	100
COMMUNICATIONS			1,286	1,350	1,350	0
CONSTRUCTION SERVICES						0
CONSULTING - TECHNICAL			984	2,500	0	(2,500)
CONTRACT LABOR					5,000	5,000
EQUIPMENT REP & MAINT-OUTSIDE			6,074	3,000	2,500	(500)
GENERAL LIABILITY INSURANCE			6,205			0
LAWN CARE & MAINTENANCE				7,650	7,500	(150)
MAINTENANCE CONTRACTS				1,000	1,000	0
PRINTING						0
R & M AIRPORT			1,250	2,000	2,500	500
TRAINING & EDUCATION				150	150	0
TRAVEL EXPENSE			966		1,000	1,000
VEHICLE REP & MAINT-OUTSID					250	250
PURCHASED/CONTRACTED SERVICES Total			16,765	18,750	22,450	3,700
SUPPLIES						
AIRPORT EXPENSE	85,583	17,540	23,108	2,550	2,500	(50)
AIRPORT FUEL	50,806	75,257	141,964	90,000	125,000	35,000
AUTO & TRUCK FUEL	114	935	75	500	250	(250)
AUTO PARTS	419	183	184	500	250	(250)
CHEMICALS/PESTICIDES				1,300	2,500	1,200
DAMAGE CLAIMS	9,315					0
DNU - MISCELLANEOUS	5,491	1,006	2,772			0
EQUIPMENT PARTS					2,000	2,000
EXPENDABLE FLUIDS	13	65		250	250	0
FOOD			26	100	100	0
OFFICE SUPPLIES & EXPENSES	8,455	12,041	96	1,800	1,000	(800)
R & M BUILDINGS - INSIDE	6,962	3,447	20,393	2,500	2,500	0
SMALL TOOLS & MINOR EQUIPMENT		5,595			250	250
TIRES	209			500	250	(250)
UNIFORM RENTAL						0
SUPPLIES Total	167,366	116,070	188,619	100,000	136,850	36,850
AIRPORT Total	167,366	116,070	205,384	154,750	202,650	47,900

OTHER GOVERNMENTAL FUNDS

Other Governmental Funds Overview

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trust or major capital projects) that are legally restricted to expenditures for specified purposes. The City of Monroe utilizes the following Special Revenue Funds:

Confiscated Assets Fund – This fund is used to account for the City’s share of monies that have been forfeited through the court system and are restricted for law enforcement purposes.

Hotel/Motel Tax Fund – This fund is used to account for hotel/motel taxes collected and are restricted for the promotion of trade and tourism in the City.

G.O. Debt Service Fund

A fund established to account for the accumulation of resources for, and payment of the City’s long-term debt principal and interest.

Capital Projects Funds

A fund used to account for financial resources used for the acquisition or construction of major capital equipment or facilities other than those financed by proprietary funds.

SPLOST Fund – This fund is used to account for the special local option sales tax collected and used for specific purposes. This tax must be approved by a majority of the qualified voters of Walton County. This is our third SPLOST which will be in place years 2019-2024. This additional 1% will start in 2019 and will end December 2024. The City’s portion of SPLOST is negotiated and agreed upon with Walton County through an inter-governmental agreement.

CONFISCATED ASSETS FUND OPERATING BUDGET SUMMARY
REVENUES, EXPENDITURES AND OTHER SOURCES AND USES SUMMARY

REVENUE	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
FINES AND FORFEITURES	89,083	33,970	27,510	40,000	40,000	0
TOTAL REVENUE	89,083	33,970	27,510	40,000	40,000	0
DEPARTMENT	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
POLICE / JUDICIAL	122,447	60,089	34,120	40,000	40,000	0
TOTAL EXPENDITURES	122,447	60,089	34,120	40,000	40,000	0
USE OF CASH RESERVES						
EXCESS/(DEFICIENCY) OF REVENUE & OTHER SOURCES OVER EXPENDITURES	(33,364)	(26,119)	(6,610)	0	0	0

CONFISCATED ASSETS FUND REVENUE

Row Labels	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
CONDEMNED FUNDS	17,477	12,536	20,751	12,000	12,000	0
CONDEMNED FUNDS - DEA	71,606	21,434	6,759	28,000	28,000	0
TOTAL REVENUE	89,083	33,970	27,510	40,000	40,000	0

CONFISCATED ASSETS FUND EXPENDITURES

Row Labels	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
CAPITAL OUTLAYS - MACHINERY & EQUIP	16,483					0
VEHICLES	16,483					0
CAPITAL OUTLAYS - PROPERTY	28,000			15,000		(15,000)
SITE IMPROVEMENTS	28,000			15,000		(15,000)
PURCHASED/CONTRACTED SERVICES	6,249	24,649	12,174	13,000	13,000	0
ANTI-DRUG ADVERTISING						0
COMMUNICATIONS			1,769	2,500	2,500	0
COURT FEES			1,860	1,500	1,500	0
TRAINING & EDUCATION	6,249	24,649	8,545	9,000	9,000	0
SUPPLIES	71,715	35,440	21,946	12,000	27,000	15,000
DNU - MISCELLANEOUS	40,610	26,886	8,326			0
INVESTIGATION SUPPLIES			1,100	2,000	2,000	0
ISSUED EQUIPMENT	31,105	8,555	12,520	10,000	15,000	5,000
K-9 OPERATIONS					10,000	10,000
OFFICE SUPPLIES & EXPENSES						0
TOTAL EXPENDITURES	122,447	60,089	34,120	40,000	40,000	0

HOTEL/MOTEL FUND OPERATING BUDGET SUMMARY

REVENUES, EXPENDITURES AND OTHER SOURCES AND USES SUMMARY

REVENUE	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
TAXES	40,025	42,504	46,052	25,000	43,000	18,000
TOTAL REVENUE	40,025	42,504	46,052	25,000	43,000	18,000
DEPARTMENT	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
GENERAL GOVERNMENT	44,291	47,679	45,711	25,000	43,000	18,000
TOTAL EXPENDITURES	44,291	47,679	45,711	25,000	43,000	18,000
USE OF CASH RESERVES						
EXCESS/(DEFICIENCY) OF REVENUE & OTHER SOURCES OVER EXPENDITURES	(4,266)	(5,175)	340	0	0	0

HOTEL/MOTEL FUND REVENUE

Row Labels	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
PEN & INT ON DELINQUENT TAXES			68			0
TAXES	40,025	42,504	45,983	25,000	43,000	18,000
TOTAL REVENUE	40,025	42,504	46,052	25,000	43,000	18,000

HOTEL/MOTEL FUND EXPENDITURES

Row Labels	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
OTHER COSTS	44,291	47,679	45,711	25,000	43,000	18,000
ART GUILD						0
CHAMBER OF COMMERCE						0
CONVENTION VISITORS BUREAU	44,291	47,679	45,711	25,000	43,000	18,000
DOWNTOWN DEVELOPMENT						0
OTHER FINANCING USES						0
TRANSFERS OUT - OTHER FUNDS						0
PURCHASED/CONTRACTED SERVICES						0
PUBLICATION COSTS						0
SUPPLIES						0
HOLIDAY EVENTS						0
TOTAL EXPENDITURES	44,291	47,679	45,711	25,000	43,000	18,000

G.O. BOND FUND OPERATING BUDGET SUMMARY
REVENUES, EXPENDITURES AND OTHER SOURCES AND USES SUMMARY

REVENUE	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
OTHER FINANCING SOURCES	818,400	3,354,150	842,724	862,248	881,888	19,640
TOTAL REVENUE	818,400	3,354,150	842,724	862,248	881,888	19,640
DEPARTMENT	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
GO DEBT SERVICE FUND	818,400	3,354,150	842,725	862,248	881,888	19,640
TOTAL EXPENDITURES	818,400	3,354,150	842,725	862,248	881,888	19,640
USE OF CASH RESERVES						
EXCESS/(DEFICIENCY) OF REVENUE & OTHER SOURCES OVER EXPENDITURES	0	0	(1)	0	0	0

G. O. BOND FUND REVENUE

Row Labels	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
OPERATING TRANSFERS IN	818,400	3,354,150	842,724	862,248	881,888	19,640
TOTAL REVENUE	818,400	3,354,150	842,724	862,248	881,888	19,640

G. O. BOND FUND EXPENDITURES

Row Labels	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
ADVANCE REFUNDING ESCROW		2,478,307				0
BOND PREPAYMENT PENALTIES						0
GO BOND PRINCIPAL	645,000	700,000	810,000	835,000	868,000	33,000
GO BOND-INTEREST	173,400	141,150	32,725	27,248	13,888	(13,360)
ISSUANCE COSTS		34,693				0
TOTAL EXPENDITURES	818,400	3,354,150	842,725	862,248	881,888	19,640

SPLOST FUND OPERATING BUDGET SUMMARY (2013-2019)
REVENUES, EXPENDITURES AND OTHER SOURCES AND USES SUMMARY

REVENUE	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
FUND BALANCE				202,500	545,000	342,500
INTERGOVERNMENTAL	2,366,460	183,541	324,580	1,550,000	1,461,827	(88,173)
INVESTMENT INCOME			3,451			0
OTHER FINANCING SOURCES						0
TAXES		1,481,805	1,577,257			0
TOTAL REVENUE	2,366,460	1,665,346	1,905,289	1,752,500	2,006,827	254,327
DEPARTMENT	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
BLDGS & GROUNDS					438,548	438,548
FIRE	115,155	156,385		395,000	10,000	(385,000)
GENERAL GOVERNMENT		50,593	169,166	7,500	105,000	97,500
POLICE / JUDICIAL	151,444	151,444			95,000	95,000
SOLID WASTE & RECYCLING	238,931	146,486	232,689	770,000	310,000	(460,000)
STREETS & TRANSPORTATION	1,055,910	690,340	524,344	580,000	1,048,279	468,279
TOTAL EXPENDITURES	1,561,440	1,195,248	926,199	1,752,500	2,006,827	254,327
USE OF CASH RESERVES						
EXCESS/(DEFICIENCY) OF REVENUE & OTHER SOURCES OVER EXPENDITURES	805,020	470,098	979,090	0	0	0

SPLOST FUND EXPENDITURES

Row Labels	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
CAPITAL OUTLAYS - INFRASTRUCTURE						
INFRASTRUCTURE - AIRPORT			(50,343)			0
CAPITAL OUTLAYS - INFRASTRUCTURE Total			(50,343)			0
CAPITAL OUTLAYS - MACHINERY & EQUIP						
EQUIPMENT			120,889			0
EQUIPMENT - FIRE		41,230		395,000	10,000	(385,000)
EQUIPMENT - STREETS		14,073		60,000	130,000	70,000
EQUIPMENT - SW COLLECTION				395,000	310,000	(85,000)
VEHICLES		37,344		375,000		(375,000)
CAPITAL OUTLAYS - MACHINERY & EQUIP Total		92,647	120,889	1,225,000	450,000	(775,000)
CAPITAL OUTLAYS - PROPERTY						
INFRASTRUCTURE - AIRPORT			50,343	98,440		0
INFRASTRUCTURE - STREETS	786,458	462,649	164,027	510,000	768,279	258,279
SITE IMPROVEMENTS				7,500		(7,500)
CAPITAL OUTLAYS - PROPERTY Total	786,458	512,992	262,467	517,500	768,279	250,779
DEBT SERVICE						
CAPITAL LEASE INTEREST	9,529	4,809				0
CAPITAL LEASE PRINCIPAL	257,070	261,791			95,000	95,000
DEBT SERVICE Total	266,599	266,599			95,000	95,000
OTHER FINANCING USES						
TRANSFERS OUT - OTHER FUNDS	238,931	137,651	232,689			0
OTHER FINANCING USES Total	238,931	137,651	232,689			0
PURCHASED/CONTRACTED SERVICES						
CONSULTING - BY-PASS	97,988	64,035	86,200			0
CONSULTING - TECHNICAL	25,826					0
DUES/FEES			180			0
PROFESSIONAL FEES		250				0
SIDEWALK REPAIRS & MAINT OUTSIDE				10,000	50,000	40,000
PURCHASED/CONTRACTED SERVICES Tot	123,814	64,285	86,380	10,000	50,000	40,000
SUPPLIES						
EQUIPMENT < 5,000			2,615			0
PARKS & GROUNDS R&M INSIDE					438,548	438,548
STREET REPAIRS & MAINT INSIDE	145,638	121,074	271,501		100,000	100,000
SUPPLIES Total	145,638	121,074	274,116		538,548	538,548
INFRASTRUCTURE - AIRPORT					105,000	105,000
INFRASTRUCTURE - AIRPORT Total					105,000	105,000
TOTAL EXPENDITURES	1,561,440	1,195,248	926,199	1,752,500	2,006,827	254,327

ENTERPRISE FUNDS

COMBINED UTILITIES FUND

Revenues and Rates

Funding for the Combined Utilities Fund is provided primarily by user fees. The operating revenues provide funding for the operating and maintenance expenses of the utility, routine repairs and maintenance and debt service on all existing debt connected to utilities.

Five percent (5%) of the gross revenue received per month from the operation of the system is placed in a reserve fund that is kept separate from other funds. The money in this fund is used for expansion or major maintenance and repair of the system. Additionally, five percent (5%) of the gross revenue is paid to the General Fund of the City.

The City of Monroe Combined Utility provides electric, natural gas, sewer, cable, internet and phone services to customers primarily within the City limits. The City has an adequate supply of water, electric and gas to meet the needs of Monroe's expected demand for the next 15-20 years.

Electric System

The electric utility of the City, with 185 miles of electric distribution lines, is substantially confined to an area within or near the corporate City limits of Monroe and customers therein needing electric service must take such service from the City. An exception exists if it is a new customer and the load is expected to exceed 9MW. A new customer whose load exceeds 9 MW falls under the Georgia Customer Choice regulation. This regulation allows the customer to take bids and then contract for their electric service. Under this regulation, the City can likewise provide electric service to customers outside of, but strategically near their service territory. The City purchases nearly all of its electricity through the Municipal Electric Authority of Georgia (MEAG). Planning for generating capacity and/or power purchases to serve the City's electric load is also provided by MEAG Power. This arrangement serves to reduce the risk of adding incremental generating capacity as well as the risk of losing a large customer to individual MEAG Power participants such as the City.

Natural Gas System

Natural gas service is provided within the corporate limits of the City as well as in some areas of Walton County. In 1987, the City, along with 62 other

municipally-owned natural gas systems in the State of Georgia, began purchasing gas from the Municipal Gas Authority of Georgia (MGAG). The City's natural gas system consists primarily of two delivery stations and approximately 146 miles of natural gas distribution lines. The City's two delivery stations are connected to the Transcontinental Gas Pipe Line Corporation.

Water System

The City's raw water supply facilities originate with raw water intake from the Alcovy River at the River Intake Pump Station located immediately upstream of Georgia Highway 78. In addition to its raw water intake from the Alcovy River, the City owns the John T. Briscoe, Jr. Raw Water Reservoir (Briscoe Reservoir) which increases its total raw water supply capacity to be 795 million gallons.

The City has the ability to pump raw water from either or both of its raw water sources to its water treatment plant. The water portion of the City system is under the jurisdiction of The Georgia Environmental Protection Division (Georgia EPD). The Georgia EPD has approved a reliable raw water yield from the City's current raw water sources of 10 MGD (maximum daily withdrawal). The City has consistently met all requirements set forth by the Georgia EPD as to water quality.

The City's Water Treatment Plant (WTP) is located within the City's corporate limits. The WTP is a 10-MGD microfiltration system. The City currently operates and maintains over 235 miles of water lines in its distribution system varying in diameter up to 24 inches. Three water storage tanks, with a total storage volume of 1.5 million gallons, are located throughout the City's distribution system to help satisfy peak water demands and fire protection requirements.

Sewer System

The Jack's Creek Wastewater Treatment plant (WWTP) is a 3.4-MGD trickling filter plant that provides secondary treatment capable of handling peak flows of 9.5 MGD. The sewerage collection system primarily serves areas inside and adjacent to the corporate City limits. This collection system includes approximately 140 miles of sewer lines and 7 lift stations.

COMBINED UTILITIES FUND OPERATING BUDGET SUMMARY

REVENUES, EXPENSES AND OTHER SOURCES AND USES SUMMARY

REVENUE	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
CHARGES FOR SERVICES	35,145,421	37,603,830	37,208,320	38,048,773	38,918,120	869,347
CONTRIBUTIONS AND DONATIONS		43,351	41,862			0
INTERGOVERNMENTAL				500,000	750,000	250,000
INVESTMENT INCOME	76,109	175,847	1,165,069	60,000	200,000	140,000
MISCELLANEOUS	75,623	1,740	15,186		0	0
OTHER FINANCING SOURCES	1	49,625	218,471	0	1	1
TOTAL REVENUE	35,297,154	37,874,393	38,648,909	38,608,773	39,868,121	1,259,348
DEPARTMENT	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
ELECTRIC AND TELECOMMUNICATIONS	21,708,880	21,976,001	22,964,508	25,135,429	26,360,203	1,224,774
UTILITY ADMINISTRATION AND FINANCE	(117,350)	7,979	317,976	8,641	0	(8,641)
WATER, SEWER, GAS & GUTA	9,967,675	11,493,355	10,826,203	13,464,703	13,507,918	43,215
TOTAL EXPENDITURES	31,559,205	33,477,335	34,108,687	38,608,773	39,868,121	1,259,348
USE OF CASH RESERVES						
EXCESS/(DEFICIENCY) OF REVENUE & OTHER SOURCES OVER EXPENDITURES	3,737,949	4,397,058	4,540,221	0	0	0



Water



Gas



Electricity

COMBINED UTILITIES FUND

REVENUE DETAIL

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
CHARGES FOR SERVICES	35,145,421	37,603,830	37,208,320	38,048,773	38,918,120	869,347
ELECTRIC METERED SALES	17,708,988	18,036,587	17,467,915	18,129,530	18,100,000	(29,530)
ELECTRIC MISC REVENUES	40,647	50,241	131,479	50,000	50,000	0
ELECTRIC OPERATING REVENUES	453,178	459,036	496,480	425,000	450,000	25,000
FIBER REVENUES	388,784	390,558	474,808	425,000	475,000	50,000
GAS METERED SALES	3,145,126	3,108,495	3,131,132	3,443,181	3,511,433	68,252
GAS MISC REVENUES	3,283	1,030	1,998	5,000	1,000	(4,000)
GAS TAP FEES	8,400	22,424	21,800	15,000	18,750	3,750
GUTA		120,078	119,826	367,062	80,000	(287,062)
INTERNET/DATA REVENUES	1,399,946	1,592,935	1,772,500	1,618,000	1,900,000	282,000
MEAG REBATE	399,342	580,448	705,858	400,000	400,000	0
MGAG REBATE	114,478	100,170	95,505	103,000	97,957	(5,043)
SEWAGE OTHER OPER REVENUES	24,474	19,870	29,780	15,000	30,000	15,000
SEWAGE TREATMENT REVENUES	3,522,664	3,810,601	3,855,663	3,803,000	3,900,000	97,000
SEWERAGE TAP FEES	76,000	145,000	103,500	110,000	137,500	27,500
TELEPHONE REVENUES	407,977	359,934	354,605	380,000	350,000	(30,000)
UTIL GENERAL CUST ACCOUNT FEES		794,089	684,107	640,000	650,000	10,000
WATER METERED SALES	4,351,294	4,825,270	4,720,803	4,658,000	4,800,000	142,000
WATER MISC REVENUES	57,165	60,802	63,680	55,000	63,480	8,480
WATER OPERATING REVENUES	12,269	16,686	15,440	12,000	16,000	4,000
WATER TAP FEES	121,850	181,775	139,600	120,000	150,000	30,000
SEWAGE MISC REVENUES					0	0
CATV REVENUES	2,729,696	2,767,106	2,674,204	3,100,000	3,600,000	500,000
CATV OPERATING REVENUES	25,552	25,473	23,947	25,000	22,000	(3,000)
CATV MISC REVENUES	154,308	135,222	123,689	150,000	115,000	(35,000)
CONTRIBUTIONS AND DONATIONS		43,351	41,862			0
CONTRIBUTED CAP - ELECTRIC		43,351				0
CONTRIBUTED CAP - GAS			6,970			0
CONTRIBUTED CAP - OTHER UTILITY			34,892			0
INTERGOVERNMENTAL				500,000	750,000	250,000
FED GRANT CDBG2016				500,000	0	(500,000)
FED GRANT CDBG2018					750,000	750,000
INVESTMENT INCOME	76,109	175,847	1,165,069	60,000	200,000	140,000
INTEREST REVENUES - UTILITY	76,109	175,847	265,069	60,000	200,000	140,000
PARTICIPANT CONTRIBUTION			900,000			0
MISCELLANEOUS	75,623	1,740	15,186		0	0
OTHER	73,043	790				0
OTHER - UTILITY	936	950	15,186			0
REIMBURSE FOR DAMAGED PROP - WATER	1,644				0	0
REIMBURSE FOR DAMAGED PROP - ELECTRIC					0	0
OTHER FINANCING SOURCES	1	49,625	218,471	0	1	1
ADMIN ALLOC - CATV	114,127		143,109	116,956	140,080	23,124
ADMIN ALLOC - ELECTRIC	406,807		451,163	296,149	361,556	65,407
ADMIN ALLOC - GAS	123,757		96,525	71,029	91,469	20,440
ADMIN ALLOC - OTHER	(827,970)		(1,014,237)	(700,000)	(850,000)	(150,000)
ADMIN ALLOC - SEWER	81,961		140,523	95,935	113,407	17,472
ADMIN ALLOC - WATER	101,319		182,918	119,931	143,489	23,558
OPERATING TRANSFERS IN			218,913			0
SALE OF ASSETS - ELECTRIC			4,721			0
SALE OF ASSETS - GAS		16,398				0
SALE OF ASSETS - GENERAL		7,187	(6,272)			0
SALE OF ASSETS - SEWAGE		9,010				0
SALE OF ASSETS - WATER		17,030	1,110			0
TOTAL REVENUE	35,297,154	37,874,393	38,648,909	38,608,773	39,868,121	1,259,348

Full Time Utility Fund Positions

	2015 FTEs	2016 FTEs	2017 FTEs	2018 FTEs	2019 FTEs
GUTA		3	3	3	2
GUTA TRAINER		3	3	3	2
Utility-Admin ETC	2	2	3	4	2
DIRECTOR OF ELECTRIC & TELECOMMUNICATIONS	1	1	1	1	1
NETWORK ENGINEER	1	1	1	1	
SR NETWORK ENGINEER				1	
UTILITIES ADMIN ASST			1	1	1
Utility-Admin WSG	1	1	2	2	2
DIRECTOR OF WATER & GAS	1	1	1	1	1
FIELD PROJECT SUPERVISOR			1	1	1
Utility-CATV	5	5	5	6	6
CATV FOREMAN	1	1	1	1	1
CATV INSTALLER	1	1	1	1	1
CATV TECH	3	3	3	4	4
Utility-Customer Service	11	13	15	15	19
CALL CENTER TECH	1	1	3	3	4
CITY CLERK		1	1	1	1
CSR/CASHIER	5	6	6	6	5
CSR/CASHIER SR	1	1	1	1	1
CSR/OFFICE MANAGER	1	1	1	1	1
CUSTOMER SERVICE MANAGER		1	1	1	1
FIELD SERVICE TECH					4
FINANCE STAFF ASST	1	1	1	1	1
SR CUSTOMER SER REP	1	1	1	1	1
ADMIN DIV MGR	1				
Utility-Electric	14	14	14	14	13
CONSTRUCTION FOREMAN	1	1	1	1	1
ELECTRIC EQUIPMENT OPERATOR	1	1	1	1	1
ELECTRIC FOREMAN	1	1	1	1	1
ELECTRIC OPERATIONS MANAGER	1	1	1	1	1
JOURNEY LINEMAN	1	1	1	1	1
LEAD LINEMAN	5	5	5	5	5
LINEMAN	2	2	2	2	2
ROW CREW	1	1	1	1	
UTILITIES LOCATE TECH	1	1	1	1	1
Utility-Finance	5	4	4	5	6
ACCOUNTANT	1	1	1		
ACCOUNTING CLERK	1	1	1	1	1
ASST FINANCE DIRECTOR	1	1	1	1	1
CITY ADMINISTRATOR 50%					0.5
FINANCE DIRECTOR 50%	1				0.5
HR DIRECTOR				1	1
HR SPECIALIST	1	1	1	1	1
HR/FINANCE ASST				1	1
Utility-Natural Gas	8	8	8	8	8
NATURAL GAS FOREMAN	1	1	1	1	1
NATURAL GAS SERVICEMAN	5	5	5	5	5
NATURAL GAS SERVICEMAN SR	2	2	2	2	1
REGULATORY COMPLIANCE					1

Full Time Utility Fund Positions

continued

	2015 FTEs	2016 FTEs	2017 FTEs	2018 FTEs	2019 FTEs
Utility-Sewage Collection	8	8	8	8	6
WASTEWATER FOREMAN	1	1	1	1	1
WASTEWATER SERVICEMAN	5	5	5	5	4
UTILITY INSPECTOR	1	1	1	1	
CALL CENTER AGENT	1	1	1	1	
CCTV/I&I TECHNICIAN					1
Utility-Sewage Treatment Plant	7	7	7	7	6
PUMP/LIFT STATION SERVICE	1	1	1	1	1
WWTP APPRENTICE	2	2	2	1	1
WWTP MAINTENANCE TECH	1	1	1	1	1
WWTP MANAGER	1	1	1	1	1
WWTP OPERATOR II	2	2	2	3	2
Utility-Stormwater	3	3	3	4	6
STORMWATER TECH	3	3	3	4	6
Utility-Telecom & Internet	3	3	3	2	4
COMP NETWORK/INTERNET SPEC	1	1	1	1	1
NETWORK ENGINEER					1
SR NETWORK ENGINEER	1	1	1		1
TELECOM OPERATIONS MANAGER	1	1	1	1	1
Utility-Utility Billing	3	3	3	3	3
UTILITIES BILLING CLERK	1	1	1	1	1
UTILITIES BILLING SUPERVISOR	1	1	1	1	1
UTILITY BILLING CLERK	1	1	1	1	1
Utility-Water Distribution System	7	8	10	9	9
WATER DISTRIBUTION FIELD SERVICE SPECIALIST			1	1	1
WATER FOREMAN	1	1	1	1	1
WATER LEAK DETECTION TECH			1	1	1
WATER SERVICEMAN	6	7	7	6	6
Utility-Water Treatment Plant	5	5	5	6	7
WATER TREATMENT OPERATOR III					1
WTP APPRENTICE				1	1
WTP LAB ANALYST				1	1
WTP OPERATOR I	1	1	1	2	1
WTP OPERATOR II	2	2	2	1	1
WTP OPERATOR III	1	1	1		1
WWTP SUPERVISOR/WWTP OPERATOR I	1	1	1	1	1
Utility-Central Services	10	9	9	11	7
CENTRAL SERVICES MANAGER				1	1
CUSTODIAN	1	1	1	1	1
GENERAL LABORER				1	1
PARKS MANAGER					1
PURCHASING AGENT	1	1	1		1
SYSTEM TECH/IT	1	1	1	1	1
SYSTEMS IT					1
BLDG MAINT / EQ OP I				2	
FIELD SVC MGR	1				
FIELD SVC TECH	2	2	2	4	
SR FIELD SVC TECH	3	3	3		
WAREHOUSE INVENTORY CONTROL	1	1	1		
PURCHASING MGR				1	
Grand Total	92	96	102	107	106

ELECTRIC RATES

(Effective March 2012)

RESIDENTIAL

	<u>Summer (May - October)</u>	<u>Winter (November - April)</u>
Base Charge	\$10.00	\$10.00
First 700 KWH	\$ 0.09 per kWh	\$ 0.09 per kWh
Over 700 KWH	\$ 0.128 per kWh	\$ 0.078 per kWh

Plus Applicable Power Cost Adjustment and Applicable Sales Tax

Minimum Bill \$10.00 plus Applicable Sales Tax

COMMERCIAL NON DEMAND

Applicable to non-residential service where average monthly energy consumption is less than 3,000 kilowatt hours, based on the most recent 12 months' data in January each year.

	<u>Summer (May - October)</u>	<u>Winter (November - April)</u>
Base Charge	\$16.00	\$16.00
All kWh	\$ 0.155 per kWh	\$ 0.125 per kWh

Plus Applicable Power Cost Adjustment and Applicable Sales Tax

Minimum Bill \$16.00 plus Applicable Sales Tax

COMMERCIAL DEMAND

Applicable to all commercial or industrial electric service where the average monthly consumption is greater than or equal to 3,000 kilowatt hours and the maximum monthly demand is less than 1,000 kilowatts.

Base Charge	\$35.00
Demand Charge	\$ 2.50 per kW

Energy Charges:

First 200 kWh per kW of Billing Demand:

First 3,000 kWh	\$0.125 per kWh
Next 7,000 kWh	\$0.117 per kWh
Next 90,000 kWh	\$0.109 per kWh
Next 100,000 kWh	\$0.101 per kWh

Next 200 kWh per kW of Billing Demand \$0.053 per kWh

Over 400 kWh per kW of Billing Demand \$0.047 per kWh

Plus Applicable Power Cost Adjustment and Applicable Sales Tax

Minimum Bill \$35.00 per meter plus \$8.00 per kW of billing demand plus applicable Sales Tax

INDUSTRIAL

Applicable to all commercial or industrial electric service where maximum monthly demand exceeds 1,000 kilowatts.

Base Charge	\$100.00
Demand Charge	\$ 8.00 per kW

Energy Charges:

All consumption kWh not greater than 200 hours times the demand:

First 200,000 kWh	\$ 0.07 per kWh
Over 200,000 kWh	\$ 0.06 per kWh

All consumption kWh in excess of 200 hours and not greater than 400 hours times the billing demand	\$ 0.048 per kWh
--	------------------

All consumption kWh in excess of 400 hours times the demand	\$ 0.042 per kWh
---	------------------

Plus Applicable Power Cost Adjustment and Applicable Sales Tax

Minimum Bill \$100.00 per meter plus \$8.00 per kW of billing demand plus applicable Sales Tax

CHURCH

Applicable to all buildings and facilities owned and solely used by religious institutions and led by licensed members of the clergy. Buildings and facilities used for weekday afternoon educational, preschool and/or recreational purposes may, at the sole option of the City of Monroe, be billed under the otherwise appropriate commercial rate schedule. At the option of high load factor religious institutional accounts, service under the commercial demand tariff may be selected in lieu of this tariff.

Base Charge	\$10.00
All kWh	\$ 0.088 per kW

Plus Applicable Power Cost Adjustment and Applicable Sales Tax

Minimum Bill \$10.00 plus Applicable Sales Tax

CITY GOVERNMENT

Applicable to all aspects of the government of the City of Monroe.

All kWh	\$ 0.08 per kW
---------	----------------

SECURITY LIGHTS

<u>TYPE</u>	<u>RATE</u>
100 Watt HPS	\$10.00
150 Watt HPS	\$10.00
150 Watt HPS (ornamental)	\$12.00
175 Watt MV	\$10.00
250 Watt HPS	\$16.00
400 Watt HPS	\$20.00
400 Watt MH	\$32.00
1000 Watt MH	\$45.00

Plus Applicable Sales Tax

- Add-ons: \$3.00/month for New Pole
 \$3.00/month for Underground

(Light must be located within 50 feet of the transformer or meter base, with no exceptions.)

CABLE TELEVISION RATES

PROGRAMMING

MONTHLY FEES

Basic Cable	\$18.28
Basic & Expanded Basic Cable	\$56.40
Digital Non-DVR Cable Service	\$72.10
Digital DVR Cable Service	\$77.10
Cable Programming Fee	\$20.00*

*programming fee for each cable service

Showtime	\$14.65 ¹
Cinemax	\$14.65 ¹
HBO	\$14.65
STARZ Super Pak (Starz, Encore, WAM)	\$14.65
Playboy	\$15.70

¹ If purchased with HBO \$12.55

Additional HD DVR	\$9.95
Additional HD Non-DVR	\$6.95
Additional SD Non-DVR	\$4.95
Static IP Address	\$5.00

CATV INSTALLATION CHARGES

Un-wired Home	\$55.00 includes one outlet - Each Additional (same trip) \$15.00
Pre-wired Home	\$35.00 includes one outlet - Each Additional (same trip) \$15.00
Additional Outlet (different trip)	\$25.00 for 1 st outlet \$15.00 for each additional outlet
Relocate Outlet	\$25.00 for 1 st outlet \$15.00 for each additional outlet
Premium Channel Addition	\$10.00 for one channel

Upgrade of Service Fee (basic to expanded basic) \$10.00

Cable Reconnect-Office Fee \$20.00

Trip Charge for customer-caused problems \$35.00 plus materials

Modem Rental Fee \$2.00 per month

INTERNET SERVICE RATES

Download/Upload Speed

Monthly Fee

2Mbps/1Mbps	\$21.95
8Mbps/2Mbps	\$34.95
25Mbps/3Mbps	\$44.95
50Mbps/5Mbps	\$69.95
75Mbps/8Mbps	\$99.95
100Mbps/10Mbps	\$129.95

A Start-Up Charge of \$25.00 must be paid before installation.

WIRELESS INTERNET SERVICE RATES

Residential

Monthly Fee

10Mbps	\$49.95
15Mbps	\$59.95
25Mbps	\$79.95

Commercial

Monthly Fee

10Mbps	\$59.95
15Mbps	\$79.95
25Mbps	\$109.95

Upload speeds are equal to download speeds.

PHONE RATES

RESIDENTIAL

Residential Phone	\$29.95
Phone/Internet Bundle	\$57.95
Phone/Expanded Cable Bundle	\$57.95
Phone/Non DVR Cable Bundle	\$72.10
Phone/DVR Cable Bundle	\$77.10
Phone/Internet/Cable Bundle	\$99.95
Residential FCC Fee	\$4.48 per line
911 Fee	\$1.50 per line

COMMERCIAL

Commercial Phone	\$39.95
Phone/Internet Bundle	\$79.95
Phone/Cable Bundle	\$79.95
Phone/Internet/Cable Bundle	\$110.95
Commercial FCC Fee	\$9.07 per line
911 Fee	\$1.50 per line

Installation/Port Charges

Installation or Transfer Charge	\$25.00
One Time Port Charge	\$24.00
International Long Distance	Rates vary
411 Information	\$ 1.50

WATER RATES

METER BASE CHARGES (Effective January 1, 2016)

Meter Size	Inside City	Outside City
5/8 inch meter	\$11.25	\$15.00
3/4 inch meter	\$11.25	\$15.00
1 inch meter	\$11.25	\$15.00
1 1/2 inch meter	\$45.00	\$56.25
2 inch meter	\$45.00	\$56.25
3 inch meter	\$56.25	\$67.50
4 inch meter	\$56.25	\$67.50
6 inch meter	\$112.50	\$168.75
8 inch meter	\$150.00	\$206.25

RESIDENTIAL (Effective January 1, 2016)

The minimum bill will be determined by the Base Charge of the water meter size.

	Inside City	Outside City
0 – 2,000 gallons	\$2.69 per 1,000 gallons	\$4.04 per 1,000 gallons
2,001 – 6,000 gallons	\$5.38 per 1,000 gallons	\$8.07 per 1,000 gallons
6,001 – 10,000 gallons	\$6.73 per 1,000 gallons	\$10.10 per 1,000 gallons
Over 10,000 gallons	\$8.07 per 1,000 gallons	\$12.12 per 1,000 gallons

COMMERCIAL (Effective January 1, 2016)

The minimum bill will be determined by the Base Charge of the water meter size.

	Inside City	Outside City
Commercial Rate	\$5.38 per 1,000 gallons	\$8.07 per 1,000 gallons

INDUSTRIAL (Effective January 1, 2016)

The minimum bill will be determined by the Base Charge of the water meter size.

	Inside City	Outside City
Industrial Rate	\$2.69 per 1,000 gallons	\$4.04 per 1,000 gallons

WATER RATES (cont.)

IRRIGATION

(Effective January 1, 2014)

Meter Size	Inside City	Outside City
5/8 inch meter	\$15.00	\$20.00
3/4 inch meter	\$15.00	\$20.00
1 inch meter	\$15.00	\$20.00
1 1/2 inch meter	\$60.00	\$75.00
2 inch meter	\$60.00	\$75.00
3 inch meter	\$75.00	\$90.00
4 inch meter	\$75.00	\$90.00
6 inch meter	\$150.00	\$225.00
8 inch meter	\$200.00	\$275.00

The minimum bill will be determined by the Base Charge of the water meter size.

	Inside City	Outside City
Irrigation Rate	\$5.18 per 1,000 gallons	\$7.77 per 1,000 gallons

WATER MAIN LINE TAP & FIRE LINE TAP

(Effective September 12, 2007)

Size	Tap Fee
Up to 6" x 6"	\$3,500
8" x 6"	\$3,550
8" x 8"	\$3,850
10" x 6"	\$4,100
10" x 8"	\$4,400
10" x 10"	\$4,850

Hydrant tap fee is dependent on the main line tap size

WATER & IRRIGATION METER TAP & CONNECTION FEES

(Effective January 1, 2019)

Gallons Per Minute	Size	Tap Fees*	Residential Inside City	Residential Outside City	Commercial Inside City	Commercial Outside City
25	5/8"	\$813.00	\$937.00	\$1,812.00	\$1,437.00	\$2,562.00
50	1"	\$1,019.00	\$981.00	\$1,981.00	\$1,481.00	\$2,731.00
90	1 1/2"	\$2,188.00	\$312.00	\$1,562.00	\$812.00	\$2,312.00
130	2"	\$2,588.00	\$412.00	\$1,912.00	\$912.00	\$2,662.00
500	3"				\$12,500.00	\$18,750.00
500+	4"	TBD**			\$13,000.00	\$19,500.00
500+	6"				\$17,500.00	\$26,250.00

For multi-family residential or multi-unit commercial applications, the connection fee shall be the greater of a) scheduled water connection fee based on water meter size or b) number of units/rooms in the development multiplied by \$1,000

ADDITIONAL WATER METERS

(WITHOUT A SEPARATE TAP)

(Effective September 11, 2001)

- A 5/8" x 3/4 inch water meter must be installed immediately adjacent to his/her existing water meter and must be connected to the same service line which supplies the existing meter.
- Customer's water line that extends from the additional water meter must end outside of the occupancy's foundation and in no way connect to the occupancy's plumbing.
- The purpose of this additional water meter shall be for lawn irrigation and other related activities.
- The consumption of this additional water meter shall not be subject to a sewer charge.

INSTALLATION FEE FOR ADDITIONAL WATER METER: \$200.00

- This Installation Fee only applies when the meter can be installed without a separate tap.
- If an additional tap is required, the standard tap fee shall apply.

NOTE: INSTALLATION FEE FOR ADDITIONAL 1" WATER METER: \$350.00

TEMPORARY WATER METER PERMIT*(Effective March 12, 2002)*

- \$350.00 Deposit required to use a Temporary Water Meter for water use from a Fire Hydrant at a designated location. Permit Application must be completed and deposit paid in advance of receiving water meter.

ADJUSTMENTS FOR WATER LEAKS*(Effective March 12, 2002)*

When a customer's water consumption exceeds his or her normal water usage because of a leak on the customer's premises, the City will adjust the amount of the customer's bill, provided that the following conditions are met:

- The leak was relatively un-preventable.
- The total adjustment will be limited to one-half of the water consumption above the customer's normal usage. Normal usage shall be determined by examining the customer's water history for the same month of the year for prior year's usage.
- All of the consumption above normal usage will be adjusted from the sewer charge.
- The City will adjust two consecutive months' bills during any twelve-month period.
- The City may require verification of the leak (i.e. a receipt from a plumber for the repair, etc.)

An adjustment will not be made if it is less than \$5.00

SEWER RATES

RESIDENTIAL

(Effective January 1, 2014)

	Inside City	Outside City
Base Charge	\$15.00 per month	\$20.00 per month
Volumetric Charge	\$3.58 per 1000 gals of water used	\$5.33 per 1000 gals of water used
Minimum Bill	\$22.16 per month	\$30.66 per month

COMMERCIAL / INDUSTRIAL

(Effective January 1, 2014)

The monthly Sewer charge is 190% of the current monthly water charge.

The minimum bill will be determined by the base charge of the water meter size.

WASTEWATER PUMP STATION MAINTENANCE FEE

(Effective June 1, 2004)

Residential Customers served by a WW Pump Station located OUTSIDE the City Limits	\$5.00 per month
--	------------------

SEWER CAMERA FEES

(Effective May 14, 2002)

\$2.00 per foot
\$100.00 Minimum Charge

SEPTIC DISCHARGE PRICING

(Effective May 1, 2013)

\$0.25 per gallon discharged

WASTEWATER TAP & CONNECTION FEES

(Effective January 1, 2019)

Based on Water Meter Size

<i>Gallons Per Minute</i>	<i>Size</i>	<i>Residential Inside City</i>	<i>Residential Outside City</i>	<i>Commercial Inside City</i>	<i>Commercial Outside City</i>
25	5/8"	\$3,000.00	\$6,000.00	\$5,000.00	\$10,000.00
50	1"			\$6,000.00	\$12,000.00
90	1 1/2"			\$7,500.00	\$15,000.00
130	2"			\$10,000.00	\$20,000.00
500	3"			\$20,000.00	\$40,000.00
500+	4"			\$35,000.00	\$70,000.00
500+	6"			\$50,000.00	\$100,000.00

1. Developer/Property Owner NOT located in a subdivision pays \$3000.00 (\$2,000 Sewer Main Tap Fee PLUS the \$1,000 Sewer Service Tap Fee)
2. Developer of a Subdivision pays Sewer Main Tap Fee of \$2,000 per lot & Builder in a Subdivision pays Sewer Service Tap Fee of \$1,000 per lot
3. Developer/Property Owner NOT located in a subdivision pays \$6000.00 (\$4,000 Sewer Main Tap Fee PLUS the \$2,000 Sewer Service Tap Fee)
4. Developer of a Subdivision pays Sewer Main Tap Fee of \$4,000 per lot & Builder in a Subdivision pays Sewer Service Tap Fee of \$2,000 per lot
5. Developer/Commercial Property Owner pays the total Base Meter Fee per lot with the remaining tap fee per lot for any tap larger than the 3/4" base meter

NATURAL GAS RATES

As of the August 23, 2000 Commission Meeting, the fuel cost adjustment will be changed each month to reflect the rate fluctuations in natural gas, which is due to the rise in natural gas costs.

METER BASE CHARGES (Effective January 1, 2014)

Meter Size	Residential	Commercial	Agricultural
AC-250 meter	\$12.00	\$20.00	\$15.00
415 meter	\$12.00	\$20.00	\$15.00
AC-630 meter	\$12.00	\$20.00	\$15.00
AL-800 meter	\$12.00	\$20.00	\$15.00
2M meter	\$20.00	\$20.00	\$20.00
3M meter	\$30.00	\$30.00	\$20.00
5M meter	\$40.00	\$40.00	\$20.00

RESIDENTIAL (Effective January 1, 2014)

The Base Charge will be determined by the gas meter size.

Distribution Charge Per CCF \$0.375 per CCF

Plus Gas Cost and Applicable Sales Tax.

COMMERCIAL (Effective January 1, 2014)

The Base Charge will be determined by the gas meter size.

Distribution Charge Per CCF \$0.375 per CCF

Plus Gas Cost and Applicable Sales Tax.

CITY GOVERNMENT (Effective January 1, 2014)

The Base Charge will be determined by the gas meter size.

Distribution Charge Per CCF \$0.375 per CCF

Plus Gas Cost and Applicable Sales Tax.

FIRM INDUSTRIAL
(Effective January 1, 2014)

Base Charge	\$479 minimum
Distribution Charge Per CCF	\$0.225 per CCF

Plus Gas Cost and Applicable Sales Tax.

INTERRUPTIBLE INDUSTRIAL
(Effective January 1, 2014)

Base Charge	\$384 minimum
Distribution Charge Per CCF	\$0.225 per CCF

Plus Gas Cost and Applicable Sales Tax.

NATURAL GAS TAP FEES
(Effective January 23, 2001)

Residential	\$400 plus installation charges
Commercial	\$800 plus installation charges

Plus installation charges of \$1.75 per foot over 100 feet.

NATURAL GAS RECONNECTION FEE
(Effective May 14, 2002)

A fee of \$200.00 will be charged to reconnect a residential meter that a resident requests to be disconnected for the summer season.

Finance and Administration - Utility

Overview

The Finance and Administration Department of the Combined Utilities provides financial and administrative support for all departments of the utility as well as customer service for the citizens and users. Divisions in the Finance and Administration Department of the Utilities are Administration, Billing, Customer Service & Meter Reading. The Administration area includes customer service, cashier operations and call center. Billing handles all utility billing, work orders and meter reading.

Goals/Accomplishments

- Provide courteous and prompt service to our customers.
- Continue Cashier cross training with Customer Service duties.
- Increase security measures and implement security training sessions for Customer Service staff along with police department personnel.
- Improvements to include up to date technology and reconfiguring of the drive thru.
- Improvements to the inside of the drive thru cashier area.
- Implement a new utility billing software system.
- Implement Levelized/Budget Billing options along with the new utility billing software.
- Continued Customer Service training with GMA & ECG for all cashiers, customer service representatives and call center agents.
- Update Utility Customer Service policies.

UTILITY FINANCE & ADMINISTRATION EXPENSES

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
CENTRAL SERVICES						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
EQUIPMENT						0
VEHICLES					25,000	25,000
CAPITAL OUTLAYS - MACHINERY & EQUIP Total					25,000	25,000
DEPRECIATION AND AMORTIZATION						
DEPRECIATION EXPENSE	144,457	142,675	132,100			0
DEPRECIATION AND AMORTIZATION Total	144,457	142,675	132,100			0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			242	250	250	0
GMEBS-RETIREMENT CONTRIBUTION		56,416	61,298	86,938	50,714	(36,224)
GROUP INS	122,363	73,960	96,754	108,000	63,000	(45,000)
MEDICAL EXAMS	30	90	970	100	100	0
MEDICARE	6,215	4,905	5,630	8,987	5,067	(3,920)
OVERTIME SALARIES	8,784	12,408	15,646	11,000	20,000	9,000
PART - TIME/TEMPORARY SALARIES				39,151		(39,151)
REGULAR SALARIES	446,178	350,294	391,905	580,628	349,421	(231,207)
SOCIAL SECURITY	26,576	20,972	23,539	38,426	21,664	(16,762)
WORKERS COMP INSURANCE		653	225	500	500	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	610,146	519,696	596,208	873,980	510,716	(363,264)
PURCHASED/CONTRACTED SERVICES						
ADVERTISING			660	520	500	(20)
COMMUNICATIONS	4,947	6,571	8,538	7,200	5,000	(2,200)
CONSULTING - TECHNICAL			70		0	0
CONTRACT LABOR		54	3,371	2,100	0	(2,100)
DUES/FEES	3,111	900	756	1,000	1,000	0
EQUIPMENT RENTAL			263	360	0	(360)
EQUIPMENT RENTS / LEASES					0	0
EQUIPMENT REP & MAINT-OUTSIDE	215				0	0
EVENTS			4,248		0	0
MAINTENANCE CONTRACTS	20,389	24,729	22,319	22,000	40,400	18,400
POSTAGE		15	885	200	0	(200)
R & M BUILDINGS - OUTSIDE			698		0	0
TRAINING & EDUCATION	2,882	2,027	3,769	1,000	2,500	1,500
TRAVEL EXPENSE					1,000	1,000
VEHICLE REP & MAINT-OUTSID	3,053	135	55	3,000	1,000	(2,000)
I/T SVCS - WEB DESIGN, ETC.					0	0
VEHICLE TAG & TITLE FEE					0	0
PURCHASED/CONTRACTED SERVICES Total	34,597	34,431	45,633	37,380	51,400	14,020
SUPPLIES						
AUTO & TRUCK FUEL	12,728	10,113	10,128	10,000	5,000	(5,000)
AUTO PARTS	3,443	3,488	2,315	3,500	2,500	(1,000)
COMPUTER EQUIP NON-CAPITAL					500	500
DAMAGE CLAIMS		81	983		0	0
DNU - MISCELLANEOUS	276	186	246			0
EQUIPMENT PARTS	431		48	1,500	1,000	(500)
FOOD			406		500	500
JANITORIAL SUPPLIES			1,318	4,620	2,500	(2,120)
OFFICE SUPPLIES & EXPENSES	16,369	14,204	18,995	7,520	2,500	(5,020)
R & M BUILDINGS - INSIDE		375	1,200		0	0
SMALL OPERATING SUPPLIES	650	1,218	1,925	1,000	5,000	4,000
SMALL TOOLS & MINOR EQUIPMENT	12	1,206	8,534	1,200	5,000	3,800
TIRES			447	500	500	0
UNIFORM EXPENSE	7,392	6,005	2,589	1,000	1,800	800
UNIFORM RENTAL	408		3,447	8,600	2,600	(6,000)
UTILITY COSTS					0	0
SUPPLIES Total	41,708	36,877	52,582	39,440	29,400	(10,040)
CENTRAL SERVICES Total	830,909	733,679	826,524	950,800	616,516	(334,284)

Utility Finance & Administration

Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
FINANCIAL ADMINISTRATION						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
EQUIPMENT						0
SOFTWARE						0
CAPITAL OUTLAYS - MACHINERY & EQUIP Total						0
DEBT SERVICE						
INTEREST EXP - 2006 REV BONDS	170,697	133,764				0
INTEREST-CUST DEPOSITS	4,140	4,338	4,055			0
DEBT SERVICE Total	174,837	138,101	4,055			0
DEPRECIATION AND AMORTIZATION						
AMORT 2006 BOND DEF CHG (2011)	3,602	3,602				0
AMORT 2006 BOND DEFEASANCE	8,985	8,236				0
AMORT 2006 BOND PREMIUM	(12,499)	(11,562)				0
DEPRECIATION EXPENSE						0
DEPRECIATION AND AMORTIZATION Total	88	276				0
OTHER COSTS						
ADMIN ALLOC - ADMIN EXPENSES	(3,522,298)	(3,415,903)	(3,460,335)	(3,923,300)	(4,067,366)	(144,066)
UTILITY BAD DEBT EXPENSE	269,202	288,313	272,334	300,000	300,000	0
OTHER COSTS Total	(3,253,095)	(3,127,590)	(3,188,001)	(3,623,300)	(3,767,366)	(144,066)
OTHER FINANCING USES						
TRAN OUT - INSURANCE	12,000	14,783	12,000	12,000	12,000	0
TRANS OUT - OTHER FUNDS						0
TRANS OUT - STABILIZATION						0
OTHER FINANCING USES Total	12,000	14,783	12,000	12,000	12,000	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			107	110	130	20
GMEBS-RETIREMENT CONTRIBUTION		25,074	27,243	36,224	43,469	7,245
GROUP INS	60,424	31,375	43,001	45,000	54,000	9,000
MEDICAL EXAMS			404		150	150
MEDICARE	4,015	2,739	3,034	4,629	6,036	1,407
OVERTIME - OTHER						0
OVERTIME SALARIES	13,318	12,402	2,565	11,000	5,000	(6,000)
REGULAR SALARIES	271,873	183,387	214,009	319,258	416,306	97,048
SOCIAL SECURITY	17,166	11,713	12,974	19,794	25,811	6,017
WORKERS COMP INSURANCE	26,307	29,852	29,614	30,000	30,000	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	393,102	296,542	332,953	466,015	580,902	114,887
PURCHASED/CONTRACTED SERVICES						
ADVERTISING			2,333	7,500	300	(7,200)
ATTORNEY FEES - OTHERS	1,430	1,748	419	4,200	4,200	0
ATTORNEY FEES-P & M	22,704	48,073	47,819	37,800	37,800	0
AUDIT SERVICES	35,945	36,120	33,485	40,000	40,000	0
COMMUNICATIONS	14,963	33,122	32,488	25,500	3,100	(22,400)
CONTRACT LABOR					1,000	1,000
CUSTODIAL SVCS			6,337	24,000	24,000	0
DUES/FEES	6,752	9,417	12,328	8,300	10,000	1,700
EQUIPMENT RENTAL			221	270	270	0
EQUIPMENT RENTS / LEASES	948	190				0
EQUIPMENT REP & MAINT-OUTSIDE						0
GENERAL LIABILITY INSURANCE	143,525	147,526	139,065	150,000	150,000	0
LAWN CARE & MAINTENANCE	2,737	5,560	5,225	5,400	30,000	24,600
MAINTENANCE CONTRACTS	36,616	44,978	51,100	31,465	30,000	(1,465)
MARKETING EXPENSES	6,027	1,594	3,451	7,500	1,500	(6,000)
OTHER CONTRACTUAL SERVICES	17,500					0

Utility Finance & Administration

Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
P O BOX RENTAL				225	225	0
PEST CONTROL			130	780	780	0
POSTAGE	5,979	5,461	5,472	6,000	6,000	0
PROFESSIONAL FEES			7,900		1,000	1,000
R & M BUILDINGS - OUTSIDE	14,285	17,938	43,260	20,000	20,000	0
R & M SYSTEM - OUTSIDE						0
SECURITY SYSTEMS	539					0
SOFTWARE			218		300	300
TRAINING & EDUCATION	5,230	4,736	3,289	6,500	4,800	(1,700)
TRAVEL EXPENSE			1,657		2,200	2,200
UTILITY PROTECTION CTR (DIG)	4,724	5,246	5,574	6,000	6,300	300
VEHICLE REP & MAINT-OUTSID						0
I/T SVCS - WEB DESIGN, ETC.				9,500	9,500	0
PURCHASED/CONTRACTED SERVICES Total	319,904	361,707	401,769	390,940	383,275	(7,665)
SUPPLIES						
AUTO & TRUCK FUEL	(5)					0
COMPUTER EQUIP NON-CAPITAL					500	500
DAMAGE CLAIMS						0
DNU - MISCELLANEOUS	138	3,040	202			0
FOOD			1,327		500	500
FURNITURE < 5,000			590		2,500	2,500
JANITORIAL SUPPLIES			1,232	2,400	2,709	309
OFFICE SUPPLIES & EXPENSES	31,688	24,338	26,821	23,350	20,000	(3,350)
R & M BUILDINGS - INSIDE	2,910	5,050	3,871	7,500	7,500	0
SMALL OPERATING SUPPLIES	41	224		1,700	2,000	300
SMALL TOOLS & MINOR EQUIPMENT	895			2,500	0	(2,500)
SPONSORSHIPS/DONATIONS	15					0
UTIL COSTS FOR OTHER FUNDS	261,307	262,330	240,026	265,000	285,000	20,000
UTILITY CASHIERS OVER/SHORT						0
UTILITY COSTS	98,018	102,048	106,981	110,000	120,000	10,000
SUPPLIES Total	395,006	397,031	381,050	412,450	440,709	28,259
FINANCIAL ADMINISTRATION Total	(1,958,159)	(1,919,151)	(2,056,173)	(2,341,895)	(2,350,480)	(8,585)
UTILITY BILLING						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			81	100	100	0
GMEBS- RETIREMENT CONTRIBUTION		18,805	20,433	21,735	21,735	0
GROUP INS	36,320	25,551	32,251	27,000	27,000	0
MEDICAL EXAMS			303		50	50
MEDICARE	2,021	1,929	2,498	2,314	2,296	(18)
OVERTIME SALARIES	4,401	6,182	6,838	7,000	12,000	5,000
REGULAR SALARIES	146,054	137,952	176,168	159,592	158,315	(1,277)
SOCIAL SECURITY	8,741	8,247	10,682	9,895	9,815	(80)
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	197,537	198,666	249,254	227,636	231,311	3,675
PURCHASED/CONTRACTED SERVICES						
COMMUNICATIONS	265					0
CONSULTING - TECHNICAL			1,125			0
DUES/FEES			45		50	50
EQUIPMENT RENTAL			88	100	100	0
MAINTENANCE CONTRACTS	4,500	4,681	4,295	3,700	8,000	4,300
OTHER CONTRACTUAL SERVICES						0
POSTAGE	55,620	56,382	55,178	56,000	58,000	2,000
TRAINING & EDUCATION	(79)		865	2,000	2,500	500
UTIL BILL PRINT SERVICES	18,825	16,100	15,917	17,000	17,000	0
I/T SVCS - WEB DESIGN, ETC.					200	200
PURCHASED/CONTRACTED SERVICES Total	79,130	77,163	77,514	78,800	85,850	7,050

Utility Finance & Administration

Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
<input checked="" type="checkbox"/> SUPPLIES						
COMPUTER EQUIP NON-CAPITAL					1,000	1,000
DNU - MISCELLANEOUS	83	62				0
FOOD			32		200	200
JANITORIAL SUPPLIES			391	1,200	1,200	0
OFFICE SUPPLIES & EXPENSES	4,872	8,539	9,218	5,000	15,000	10,000
SMALL OPERATING SUPPLIES		224				0
SMALL TOOLS & MINOR EQUIPMENT						0
SUPPLIES Total	4,955	8,825	9,641	6,200	17,400	11,200
UTILITY BILLING Total	281,621	284,654	336,409	312,636	334,561	21,925
UTILITY CUSTOMER SERVICE						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
VEHICLES						0
CAPITAL OUTLAYS - MACHINERY & EQUIP Total						0
DEPRECIATION AND AMORTIZATION						
DEPRECIATION EXPENSE						0
DEPRECIATION AND AMORTIZATION Total						0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			403	400	400	0
GMEBS-RETIREMENT CONTRIBUTION		42,069	102,163	108,673	137,652	28,979
GROUP INS	131,988	116,458	163,019	135,000	171,000	36,000
MEDICAL EXAMS		95	1,516		100	100
MEDICARE	6,128	7,622	9,601	8,649	10,598	1,949
OVERTIME SALARIES	15,296	18,616	25,497	17,000	35,000	18,000
REGULAR SALARIES	432,000	533,368	662,253	596,448	730,888	134,440
SOCIAL SECURITY	26,201	32,592	40,733	36,980	45,315	8,335
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	611,612	750,820	1,005,185	903,150	1,130,953	227,803
PURCHASED/CONTRACTED SERVICES						
COMMUNICATIONS	2,195	1,197	1,669	1,600	10,300	8,700
CONSULTING - TECHNICAL			424			0
CONTRACT LABOR	76,500	114,562	165,174	140,000	0	(140,000)
DUES/FEES	50		227		300	300
EQUIPMENT RENTAL			751	750	750	0
MAINTENANCE CONTRACTS	13,088	14,074	14,691	15,000	20,000	5,000
POSTAGE						0
PROFESSIONAL FEES			4,596		190,000	190,000
TRAINING & EDUCATION	3,301	803	1,223	3,000	4,000	1,000
TRAVEL EXPENSE					400	400
VEHICLE REP & MAINT-OUTSID					2,000	2,000
I/T SVCS - WEB DESIGN, ETC.					500	500
PURCHASED/CONTRACTED SERVICES Total	95,134	130,636	188,754	160,350	228,250	67,900
SUPPLIES						
AUTO & TRUCK FUEL					5,000	5,000
AUTO PARTS					2,000	2,000
COMPUTER EQUIP NON-CAPITAL					2,000	2,000
DNU - MISCELLANEOUS	322	413				0
EQUIPMENT PARTS		100			0	0
FOOD			340		1,200	1,200
JANITORIAL SUPPLIES			1,465	4,800	5,000	200
OFFICE SUPPLIES & EXPENSES	20,716	25,509	14,931	18,300	16,000	(2,300)
SMALL OPERATING SUPPLIES		224	59		500	500
SMALL TOOLS & MINOR EQUIPMENT			140		300	300
TIRES					1,200	1,200
UNIFORM RENTAL					4,000	4,000
UTILITY CASHIERS OVER/SHORT	495	1,095	343	500	500	0
UNIFORM EXPENSE					2,500	2,500
SUPPLIES Total	21,533	27,340	17,278	23,600	40,200	16,600
UTILITY CUSTOMER SERVICE Total	728,279	908,796	1,211,217	1,087,100	1,399,403	312,303
TOTAL EXPENDITURES	(117,350)	7,979	317,976	8,641	342,612	333,971

Electric and Telecommunications

Overview

The Electric and Telecomm Department includes CATV and external services to homes and businesses. This department is responsible for providing a safe and reliable source of energy and communications services to residential, commercial, and industrial customers while continually working to reduce energy and telecommunications costs. Our mission is to be "committed to provide exceptional service and reliable electricity and telecommunications at a competitive rate." The City provides energy to our customers purchased from the Municipal Electric Authority of Georgia (MEAG) and Telecommunications services through multiple providers at multiple data centers.

Goals/Accomplishments

- To provide the residents and businesses of the City of Monroe with outstanding local service, environmental leadership, responsiveness and accessibility.
- Work to reduce energy and telecommunications costs and find more efficient and eco-friendly ways to provide these services.
- Obtain a 0% rejection rate on all wood utility poles. Currently at 5% down from a high of 18% in 2006.
- Obtain the optimal system loss of 2.5% on the electric system. Currently at 2.99% down from a high of 8% in 2006.
- Increase electric system reliability throughout the City by installing automated switch gear to minimize and sectionalize outages.
- Increase public awareness of electrical safety.
- Strive for a "Zero-Loss" accident rate.
- Lower band-width cost by leveraging multiple internet providers and large capacity customers.
- Add multiple co-location sites for reliability in the communication system.
- Continue our pole and pad mount inspection schedule with Southeastern Wood Pole Inspectors (SWPI) for the stability of the electric infrastructure.
- Replace weak copper conductors with aluminum conductor steel reinforced (ACSR).

Electric and Telecommunications

Goals/Accomplishments (cont.)

- Expand wireless internet to un-served and underserved areas of Walton County.
- Expand our FTTX products and increase throughput to CATV based internet customers.
- Obtain a third route out of Monroe for our internet traffic.

ELECTRIC & TELECOMMUNICATIONS EXPENSES

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
ELECTRIC						
DEPRECIATION AND AMORTIZATION						
DEPRECIATION EXPENSE	288,617	278,631	288,068			0
DEPRECIATION AND AMORTIZATION Total	288,617	278,631	288,068			0
OTHER COSTS						
ADMIN ALLOC - ADMIN EXPENSES	1,730,610	1,468,258	1,539,261	1,659,831	1,584,361	(75,470)
OTHER COSTS Total	1,730,610	1,468,258	1,539,261	1,659,831	1,584,361	(75,470)
OTHER FINANCING USES						
TRANS OUT UTIL 5% TO GEN FUND	864,108	882,054	852,937	1,177,958	1,207,830	29,872
TRANS OUT UTIL 5% E&R FUND				951,250	929,100	(22,150)
TRANS OUT UTIL E&R FUND				951,250	929,100	(22,150)
TRANSFERS OUT - OTHER FUNDS	37,745	217,993				0
OTHER FINANCING USES Total	901,853	1,100,048	852,937	3,080,458	3,066,030	(14,428)
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			457	460	460	0
GMEBS-RETIREMENT CONTRIBUTION	94,585	87,758	95,352	101,428	94,183	(7,245)
GROUP INS	169,452	119,238	150,506	126,000	117,000	(9,000)
MEDICAL EXAMS	60	100	1,520	1,500	300	(1,200)
MEDICARE	11,459	11,728	12,390	11,534	11,640	106
OVERTIME SALARIES	120,796	116,290	127,416	110,000	130,000	20,000
REGULAR SALARIES	667,104	726,118	752,516	795,476	802,743	7,267
REIMB SALARIES - CDBG						0
REIMB SALARIES - OTHER	(1,625)					0
SOCIAL SECURITY	48,999	50,147	52,974	49,320	49,770	450
WORKERS COMP INSURANCE	2,137	983				0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	1,112,967	1,112,362	1,193,131	1,195,718	1,206,096	10,378
PURCHASED/CONTRACTED SERVICES						
ADVERTISING			400		500	500
COMMUNICATIONS	8,202	12,245	7,209	7,320	9,500	2,180
CONSULTING - TECHNICAL	395	867	724		0	0
CONTRACT LABOR	209,577	296,015	360,619	345,000	435,000	90,000
CUSTODIAL SVCS			198		0	0
DUES/FEES	160	160	227	2,500	2,500	0
EQUIPMENT RENTAL			468	2,540	2,540	0
EQUIPMENT RENTS / LEASES	3,604	17,663	18,694	2,940	2,940	0
EQUIPMENT REP & MAINT-OUTSIDE	16,902	19,920	77,358	15,000	20,000	5,000
EVENTS			394		0	0
GA DEPT REV FEES			900	900	900	0
LAWN CARE & MAINTENANCE			1,303		0	0
MAINTENANCE CONTRACTS	1,419	7,267	4,852	4,700	4,700	0
MARKETING EXPENSES	275	13,723	4,478	40,000	40,000	0
POLE EQUIPMENT RENTS / LEASES	11,594	240	2,091	3,500	3,500	0
POSTAGE		259	777	500	500	0
PRINTING			65		0	0
PROFESSIONAL FEES					1,000	1,000
R & M SYSTEM - OUTSIDE	24,835	18,197	13,094	10,000	15,000	5,000
REIMBURSED EQUIPMENT	(1,514)				0	0
TRAINING & EDUCATION	7,275	20,217	8,467	13,000	13,000	0
TRAVEL EXPENSE			1,162	2,000	3,000	1,000
VEHICLE REP & MAINT-OUTSID	9,406	17,262	24,641	18,500	20,000	1,500
I/T SVCS - WEB DESIGN, ETC.				1,000	500	(500)
SHIPPING/FREIGHT					0	0
PURCHASED/CONTRACTED SERVICES Total	292,130	424,036	528,120	469,400	575,080	105,680

Electric and Telecommunications

Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
SUPPLIES						
AUTO & TRUCK FUEL	18,591	17,341	22,043	18,200	18,200	0
AUTO PARTS	6,158	7,625	11,034	2,500	4,000	1,500
COMPUTER EQUIP NON-CAPITAL					100	100
CONSTRUCTION MATERIALS			1,197		0	0
COS - ELECTRICITY	12,646,509	12,470,418	12,982,672	12,569,966	12,058,975	(510,991)
COS - MCT CREDIT	(1,162,800)	(938,016)	(663,792)	(660,000)	0	660,000
DAMAGE CLAIMS	6,415	1,994	4,041	1,500	1,500	0
DNU - MISCELLANEOUS	4,878	20,845	4,435			0
EQUIPMENT PARTS	15,770	18,113	21,509	10,000	10,000	0
FOOD			205		1,000	1,000
JANITORIAL SUPPLIES			627	1,800	1,800	0
METERS				2,500	2,500	0
OFFICE SUPPLIES & EXPENSES					2,500	2,500
PARKS & GROUNDS R&M INSIDE				8,000	8,000	0
SMALL OPERATING SUPPLIES	24,739	22,984	37,364	20,000	20,000	0
SMALL TOOLS & MINOR EQUIPMENT	11,063	18,973	64,726	25,000	25,000	0
SYS R & M - INSIDE / SHIPPING	279	1,441			0	0
SYSTEM R & M - INSIDE	149,473	181,233	184,436	57,000	57,000	0
TIRES			3,497		0	0
UNIFORM EXPENSE	12,765	8,734	10,607	15,000	15,000	0
UNIFORM RENTAL					0	0
UTILITY COSTS	9,833	7,883	7,319	18,000	18,000	0
SUPPLIES Total	11,743,673	11,839,568	12,691,920	12,089,466	12,243,575	154,109
ELECTRIC Total	16,069,851	16,222,902	17,093,435	18,494,873	18,675,142	180,269
UTILITY GEN ADMIN						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM					100	100
GMEBS-RETIREMENT CONTRIBUTION	6,322	12,537	20,433	28,979	14,490	(14,489)
GROUP INS	22,851	17,006	33,133	36,000	18,000	(18,000)
MEDICAL EXAMS			303		100	100
MEDICARE	2,106	2,180	2,742	3,955	2,163	(1,792)
OVERTIME SALARIES	2,290	1,782	4,408		2,500	2,500
REGULAR SALARIES	143,505	148,974	170,660	272,781	149,189	(123,592)
SOCIAL SECURITY	9,007	9,321	10,540	16,912	9,250	(7,662)
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	186,081	191,799	242,218	358,627	195,792	(162,835)
UTILITY GEN ADMIN Total	186,081	191,799	242,218	358,627	195,792	(162,835)
TELECOM & INTERNET						
OTHER FINANCING USES						
TRANS OUT UTIL 5% TO GEN FUND					175,019	175,019
TRANS OUT UTIL 5% E&R FUND					134,630	134,630
TRANS OUT UTIL E&R FUND					134,630	134,630
OTHER FINANCING USES Total					444,279	444,279
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM					100	100
GMEBS-RETIREMENT CONTRIBUTION					28,979	28,979
GROUP INS					36,000	36,000
MEDICAL EXAMS					100	100
MEDICARE					3,343	3,343
OVERTIME SALARIES					10,000	10,000
REGULAR SALARIES					230,534	230,534
SOCIAL SECURITY					14,293	14,293
WORKERS COMP INSURANCE					0	0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total					323,349	323,349

Electric and Telecommunications

Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
PURCHASED/CONTRACTED SERVICES						
ADVERTISING					300	300
COMMUNICATIONS					13,800	13,800
CONSULTING - TECHNICAL					21,000	21,000
CONTRACT LABOR					51,000	51,000
DUES/FEES					4,800	4,800
EQUIPMENT RENTAL					180	180
EQUIPMENT RENTS / LEASES					1,800	1,800
EQUIPMENT REP & MAINT-OUTSIDE					6,000	6,000
GA DEPT REV FEES					150	150
INTERNET COSTS					270	270
MAINTENANCE CONTRACTS					2,820	2,820
MARKETING EXPENSES					1,500	1,500
POLE EQUIPMENT RENTS / LEASES					3,000	3,000
POSTAGE					300	300
R & M BUILDINGS - OUTSIDE					1,500	1,500
R & M SYSTEM - OUTSIDE					6,000	6,000
SECURITY SYSTEMS					390	390
TRAINING & EDUCATION					5,000	5,000
VEHICLE REP & MAINT-OUTSID					4,500	4,500
I/T SVCS - WEB DESIGN, ETC.					300	300
FCC FEES					20,000	20,000
PURCHASED/CONTRACTED SERVICES Total					144,610	144,610
SUPPLIES						
AUTO & TRUCK FUEL					13,500	13,500
AUTO PARTS					5,700	5,700
COS - FIBER			120,520	106,000	110,000	4,000
COS - INTERNET		159,295	217,778	175,400	225,000	49,600
COS - TELEPHONE	433,082	641,843	463,221	481,000	425,000	(56,000)
DAMAGE CLAIMS					900	900
EQUIPMENT PARTS					6,000	6,000
FOOD					600	600
JANITORIAL SUPPLIES					1,200	1,200
OFFICE SUPPLIES & EXPENSES					1,788	1,788
R & M BUILDINGS - INSIDE					1,200	1,200
SMALL OPERATING SUPPLIES					18,600	18,600
SMALL TOOLS & MINOR EQUIPMENT					14,400	14,400
SYS R & M - INSIDE / SHIPPING					300	300
SYSTEM R & M - INSIDE					47,100	47,100
TIRES					1,500	1,500
UNIFORM EXPENSE					1,500	1,500
UNIFORM RENTAL					0	0
UTILITY COSTS					32,400	32,400
SUPPLIES Total	433,082	801,138	801,520	762,400	906,688	144,288
TELECOM & INTERNET Total	433,082	801,138	801,520	762,400	1,818,926	1,056,526
CATV						
DEPRECIATION AND AMORTIZATION						
DEPRECIATION EXPENSE	176,355	177,935	181,232			0
DEPRECIATION AND AMORTIZATION Total	176,355	177,935	181,232			0
OTHER COSTS						
ADMIN ALLOC - ADMIN EXPENSES	485,514	591,874	488,253	655,505	670,302	14,797
OTHER COSTS Total	485,514	591,874	488,253	655,505	670,302	14,797
OTHER FINANCING USES						
TRANS OUT UTIL 5% TO GEN FUND	234,354	244,702	252,567	344,880	240,825	(104,055)
TRANS OUT UTL 5% E&R FUND				287,400	185,250	(102,150)
TRANS OUT UTL E&R FUND				287,400	185,250	(102,150)
OTHER FINANCING USES Total	234,354	244,702	252,567	919,680	611,325	(308,355)

Electric and Telecommunications

Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			269	270	200	(70)
GMEBS-RETIREMENT CONTRIBUTION	54,049	50,148	54,487	57,959	43,469	(14,490)
GROUP INS	96,854	68,136	86,003	72,000	54,000	(18,000)
MEDICAL EXAMS			869		100	100
MEDICARE	5,737	5,435	6,218	5,725	4,263	(1,462)
OVERTIME SALARIES	44,427	37,853	35,123	44,280	40,000	(4,280)
REGULAR SALARIES	362,906	352,801	412,682	394,802	293,997	(100,805)
SOCIAL SECURITY	24,530	23,238	26,587	24,478	18,228	(6,250)
WORKERS COMP INSURANCE		279	911			0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	588,501	537,890	623,149	599,514	454,257	(145,257)
PURCHASED/CONTRACTED SERVICES						
ADVERTISING					200	200
CATV VIDEO PRODUCTION EXPENSES	5,525	4,875			0	0
COMMUNICATIONS	8,925	21,896	24,640	23,000	9,200	(13,800)
CONSULTING - TECHNICAL	34,153	22,972	24,855	35,000	14,000	(21,000)
CONTRACT LABOR		4,997	450	1,500	34,000	32,500
CUSTODIAL SVCS			198		0	0
DUES/FEES	7,127	7,268	10,767	8,000	3,200	(4,800)
EQUIPMENT RENTAL			263	300	120	(180)
EQUIPMENT RENTS / LEASES	2,853	3,904	4,747	3,000	1,200	(1,800)
EQUIPMENT REP & MAINT-OUTSIDE	15,408	17,344	6,209	10,000	4,000	(6,000)
EVENTS			9,319		0	0
GA DEPT REV FEES			250	250	100	(150)
INTERNET COSTS	246,936		2,000		180	180
MAINTENANCE CONTRACTS	2,467	4,377	4,921	4,700	1,880	(2,820)
MARKETING EXPENSES	1,120	8,695	200	2,500	1,000	(1,500)
POLE EQUIPMENT RENTS / LEASES	4,338			5,000	2,000	(3,000)
POSTAGE	15	402	24	500	200	(300)
PRINTING			65		0	0
PROFESSIONAL FEES					1,000	1,000
R & M BUILDINGS - OUTSIDE	3,264	8,718	3,861	2,500	1,000	(1,500)
R & M CATV STUDIO - OUTSIDE		2,250	6,238		0	0
R & M SYSTEM - OUTSIDE	38,877	45,025	48,563	10,000	4,000	(6,000)
SECURITY SYSTEMS					260	260
TRAINING & EDUCATION	3,660	2,647	4,492	5,000	5,000	0
VEHICLE REP & MAINT-OUTSID	5,406	3,390	7,710	7,500	3,000	(4,500)
I/T SVCS - WEB DESIGN, ETC.					200	200
PURCHASED/CONTRACTED SERVICES Total	380,074	158,760	159,772	118,750	85,740	(33,010)
SUPPLIES						
AUTO & TRUCK FUEL	29,234	27,416	23,201	22,500	9,000	(13,500)
AUTO PARTS	8,482	7,392	7,689	5,500	3,800	(1,700)
COMPUTER EQUIP NON-CAPITAL					50	50
CONSTRUCTION MATERIALS			1,197		0	0
COS - CATV			2,811,033	2,987,600	3,070,000	82,400
DAMAGE CLAIMS	79		7,312	1,500	600	(900)
DNU - MISCELLANEOUS	3,568	1,796	148			0
EQUIPMENT PARTS	11,360	25,627	8,569	9,000	4,000	(5,000)
FOOD			205		400	400
JANITORIAL SUPPLIES			627	2,000	800	(1,200)
OFFICE SUPPLIES & EXPENSES	12,522	3,246	4,948	2,980	1,143	(1,837)
R & M BUILDINGS - INSIDE	775	1,547	1,459	2,000	800	(1,200)
R & M CATV STUDIO - INSIDE	2,249		5,402		0	0
SMALL OPERATING SUPPLIES	36,237	12,288	17,892	31,000	12,400	(18,600)
SMALL TOOLS & MINOR EQUIPMENT	41,684	24,818	26,721	24,000	9,600	(14,400)
SYS R & M - INSIDE / SHIPPING	528	2,394	894	500	200	(300)
SYSTEM R & M - INSIDE	129,285	140,026	153,772	78,500	556,192	477,692
TIRES				2,500	1,000	(1,500)
UNIFORM EXPENSE	1,860	1,986	2,137	2,500	1,000	(1,500)
UTILITY COSTS	47,983	50,446	49,156	54,000	32,000	(22,000)
SUPPLIES Total	3,155,068	3,049,002	3,122,362	3,226,080	3,702,985	476,905
CATV Total	5,019,866	4,760,163	4,827,334	5,519,529	5,524,609	5,080
TOTAL EXPENDITURES	21,708,880	21,976,001	22,964,508	25,135,429	26,360,203	1,224,774

GUTA, Natural Gas, Sewer, Storm water & Water

Overview

The Water, Sewer, Gas and Storm water department is responsible for the management, repairs and operation of the systems. Their mission statement is "Committed to providing our customers with exceptional water, sewer, natural gas and storm water services at the best possible rates." The City of Monroe is responsible for providing a safe and reliable drinking water supply, collection and treatment of wastewater, and an efficient storm water system for the citizens of Monroe. The City also distributes gas purchased from the Municipal Gas Authority of Georgia (MGAG) to its customers.

The Georgia Utility Training Academy (GUTA) is a state of the art training facility set on 4½ acres that specializes in natural gas, water, wastewater, stormwater, confined space, trenching & shoring, flagging and a fire school.

At GUTA, the focus is on providing cost-effective, certified training for municipalities and utility contractors across the entire southeast. The training does not end in the classrooms and workshop of the 4,000 square foot building. It continues with a mock neighborhood for natural gas leak investigation, many different emergency response scenarios for live training, as well as several different hands-on scenarios for water, wastewater, stormwater and confined space entry.

The trainers of GUTA are certified professionals who meet and exceed industry requirements. Each trainer possesses a comprehensive knowledge in his/her respective field.

Goals/Accomplishments

- Ensure reliable distributions of drinking water to residents compliant with all Federal, State and Local requirements.
- Ensure adequate raw water resources to meet the City's future demands.
- Provide infrastructure in the most efficient and equitable manner in a sound, environmental manner.

Water, Sewer and Gas

Goals/Accomplishments (cont.)

- Ensure the reliable operation of the wastewater collection and transmission systems through the regular cleaning, inspecting and rehabilitation of system components.
- Conserve, protect and sustain the environmental resources in our communities and state through environmental stewardship.
- Maintain potable water quality within all regulatory parameters.
- Ensure consistent operational reliability of all water treatment, water storage facilities, distribution system, wastewater treatment, pumping stations, and collection systems.
- Develop a replacement program for the City's deteriorating and aged utility mains.
- Provide and maintain adequate water, wastewater and stormwater facilities to serve both existing and planned growth development.
- Maintain an annually updated capital improvement plan.
- Increase public awareness of natural gas safety and its green energy capabilities.
- Facilitate proper stormwater system installation, maintenance and repair.
- Provide adequate shoulder, ditch, curb, gutter and culvert maintenance and repair.
- Monitor and perform catch basin construction, repair and reconstruction.

GUTA, NATURAL GAS, SEWER, STORM WATER & WATER EXPENSES

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
GUTA						
DEPRECIATION AND AMORTIZATION						
DEPRECIATION EXPENSE		8,118	9,022			0
DEPRECIATION AND AMORTIZATION Total		8,118	9,022			0
OTHER FINANCING USES						
TRANSFERS OUT - OTHER FUNDS	8,035	(217,925)				0
OTHER FINANCING USES Total	8,035	(217,925)				0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			81	90	80	(10)
GMERS-RETIREMENT CONTRIBUTION		18,805	20,433	21,735	14,490	(7,245)
GROUP INS		46,216	35,073	27,000	18,000	(9,000)
MEDICAL EXAMS			303		50	50
MEDICARE		8,677	2,937	2,031	1,304	(727)
OVERTIME SALARIES		12,278	15,749	10,000	10,000	0
REGULAR SALARIES		109,751	136,702	140,062	89,946	(50,116)
SOCIAL SECURITY		7,154	8,936	8,684	5,577	(3,107)
WORKERS COMP INSURANCE			202			0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total		202,882	220,415	209,602	139,447	(70,155)
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	398	9,912	572	5,000	5,000	0
COMMUNICATIONS	180	42	220	350	350	0
CONTRACT LABOR				1,500	1,500	0
COST OF TRAINING	35,748	31,504	46,686	55,000	40,000	(15,000)
DUES/FEES			45		50	50
EQUIPMENT RENTAL			3,015	90	1,000	910
EQUIPMENT REP & MAINT-OUTSIDE	1,035	503		1,500	1,500	0
EVENTS		7,952	16,962	15,000	12,500	(2,500)
GENERAL LIABILITY INSURANCE			4	1,000	1,000	0
LAWN CARE & MAINTENANCE	4,080	2,776	4,741	5,040	5,040	0
MAINTENANCE CONTRACTS	2,024	2,353	3,101	2,500	2,500	0
POSTAGE		118	176	200	500	300
PRINTING	120	335	755	9,500	9,500	0
PROFESSIONAL FEES			1,350	2,500	2,500	0
R & M BUILDINGS - OUTSIDE	3,160	728	150	6,370	5,000	(1,370)
R & M SYSTEM - OUTSIDE				1,000	1,000	0
SPONSORSHIPS/DONATIONS	1,329	371		10,000		(10,000)
TRAINING & EDUCATION		639	556	1,500	1,500	0
TRAVEL EXPENSE					2,500	2,500
VEHICLE REP & MAINT-OUTSID	155			1,500	1,500	0
I/T SVCS - WEB DESIGN, ETC.					250	250
PURCHASED/CONTRACTED SERVICES Total	48,229	57,232	78,334	119,550	94,690	(24,860)
SUPPLIES						
AUTO & TRUCK FUEL		255	931	2,000	2,000	0
AUTO PARTS	310	315	67	500	500	0
COMPUTER EQUIP NON-CAPITAL						0
DNU - MISCELLANEOUS	100	3,306	3,262			0
FOOD			293		500	500
JANITORIAL SUPPLIES	2,423		1,607	3,300	3,000	(300)
OFFICE SUPPLIES & EXPENSES	5,518	8,489	4,152	8,700	6,500	(2,200)
R & M BUILDINGS - INSIDE	5,235	5,643	9,465	7,500	7,500	0
SMALL OPERATING SUPPLIES		874	400	4,410	3,000	(1,410)
SMALL TOOLS & MINOR EQUIPMENT	4,974	3,638	1,774	7,000	5,000	(2,000)
UTILITY COSTS	4,369	4,768	3,476	5,000	5,000	0
SUPPLIES Total	22,929	27,287	25,427	38,410	33,000	(5,410)
GUTA Total	79,194	77,593	333,199	367,562	267,137	(100,425)

GUTA, Gas, Sewer, Storm Water & Water Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
NATURAL GAS						
DEBT SERVICE						
INTEREST EXP - 2003 UTIL BOND	12,170	8,966				0
INTEREST EXP - 2016 REV BONDS			48,164	43,194	38,399	(4,795)
ISSUANCE COSTS		35,376				0
REVENUE BOND PRINCIPAL 2016				249,840	208,894	(40,946)
DEBT SERVICE Total	12,170	44,343	48,164	293,034	247,293	(45,741)
DEPRECIATION AND AMORTIZATION						
AMORT DEF CHGS - 2003 UTIL BON	1,218	1,218				0
AMORT EXP - 2003 UTILITY BONDS		(78)				0
AMORT PREMIUM - 2003 UTIL BOND	(106)					0
DEPRECIATION EXPENSE	129,387	138,437	142,608			0
AMORT DEF CHG 2016 BOND					4,320	4,320
DEPRECIATION AND AMORTIZATION Total	130,499	139,576	142,608		4,320	4,320
OTHER COSTS						
ADMIN ALLOC - ADMIN EXPENSES	526,478	380,737	329,320	398,097	400,821	2,724
OTHER COSTS Total	526,478	380,737	329,320	398,097	400,821	2,724
OTHER FINANCING USES						
TRANS OUT UTIL 5% TO GEN FUND	160,812	146,418	151,402	214,400	234,435	20,035
TRANS OUT UTIL 5% E&R FUND				178,667	180,335	1,668
TRANS OUT UTIL E&R FUND				178,667	180,335	1,668
OTHER FINANCING USES Total	160,812	146,418	151,402	571,734	595,104	23,370
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			215	220	200	(20)
GMEBS-RETIREMENT CONTRIBUTION	54,049	50,148	54,487	57,959	57,959	0
GROUP INS	96,854	68,136	86,003	72,000	72,000	0
MEDICAL EXAMS	20	140	844		100	100
MEDICARE	4,123	3,988	3,902	4,814	4,858	44
OVERTIME SALARIES	17,187	16,181	16,042	15,000	18,000	3,000
REGULAR SALARIES	276,175	269,391	259,721	332,001	335,007	3,006
SOCIAL SECURITY	17,629	17,052	16,303	20,584	20,770	186
WORKERS COMP INSURANCE	11,360	65,715	43,039			0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	477,395	490,749	480,556	502,578	508,894	6,316
PURCHASED/CONTRACTED SERVICES						
ADVERTISING			32		100	100
COMMUNICATIONS	5,024	5,346	7,275	7,300	7,300	0
CONSULTING - TECHNICAL		510	8,695	11,500	11,500	0
CONTRACT LABOR	23,613	23,105	28,658	42,000	42,000	0
CUSTODIAL SVCS			92			0
DUES/FEES	1,250	7,855	1,491	1,675	1,700	25
EQUIPMENT RENTAL			234	300	300	0
EQUIPMENT RENTS / LEASES	10,229	6,406	6,641	5,000	5,000	0
EQUIPMENT REP & MAINT-OUTSIDE	952	5,334	19,668	15,000	15,000	0
EVENTS			394			0
GA DEPT REV FEES			50	50	50	0
MAINTENANCE CONTRACTS	1,234	2,860	4,219	2,000	5,000	3,000
MARKETING EXPENSES	7,874	8,508	9,591	29,400	20,000	(9,400)
MILEAGE REIMBURSEMENT				250	250	0
POSTAGE	859	186	29	1,000	1,000	0
PRINTING			70			0
PROFESSIONAL FEES				5,000	5,000	0
R & M SYSTEM - OUTSIDE	35,143	29,753	39,197	85,000	85,000	0
TRAINING & EDUCATION	9,746	3,622	8,367	10,000	12,000	2,000
TRAVEL EXPENSE			112	1,000	1,500	500
VEHICLE REP & MAINT-OUTSID	2,558	70	591	5,000	5,000	0
I/T SVCS - WEB DESIGN, ETC.					500	500
SHIPPING/FREIGHT						0
PURCHASED/CONTRACTED SERVICES Total	98,481	93,554	135,406	221,475	218,200	(3,275)

GUTA, Gas, Sewer, Storm Water & Water Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
SUPPLIES						
AMR PROJECT EXPENSE	9,080	453		5,000	5,000	0
AUTO & TRUCK FUEL	14,082	11,485	13,101	15,000	15,000	0
AUTO PARTS	1,784	5,228	4,589	2,500	2,500	0
COMPUTER EQUIP NON-CAPITAL					50	50
CONSTRUCTION MATERIALS			1,197			0
COS - GAS	1,277,853	1,224,921	1,403,181	1,526,270	1,575,804	49,534
DAMAGE CLAIMS	1,780	841	202	1,000	1,000	0
DNU - MISCELLANEOUS	973	1,122	240			0
EQUIPMENT PARTS	3,253	4,297		7,500	7,500	0
FOOD			367		580	580
JANITORIAL SUPPLIES			274	850	850	0
METERS						0
OFFICE SUPPLIES & EXPENSES	4,955	3,906	5,892	3,230	8,500	5,270
SMALL OPERATING SUPPLIES	9,287	9,105	13,851	15,000	15,000	0
SMALL TOOLS & MINOR EQUIPMENT	7,089	6,648	21,391	8,450	11,000	2,550
SYS R & M - INSIDE / SHIPPING		110	110	500	500	0
SYSTEM R & M - INSIDE	27,784	34,617	20,891	75,000	75,000	0
TIRES			1,237		500	500
UNIFORM EXPENSE	2,883	2,879	3,339	3,000	3,000	0
UNIFORM RENTAL			449			0
UTILITY COSTS	2,809	2,901	2,446	3,700	3,700	0
SUPPLIES Total	1,363,612	1,308,513	1,492,756	1,667,000	1,725,484	58,484
NATURAL GAS Total	2,769,448	2,603,890	2,780,213	3,653,918	3,736,984	83,066
SEWAGE						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
EQUIPMENT						0
VEHICLES						0
CAPITAL OUTLAYS - MACHINERY & EQUIP Total						0
CAPITAL OUTLAYS - PROPERTY						
INFRASTRUCTURE						0
CAPITAL OUTLAYS - PROPERTY Total						0
DEBT SERVICE						
INTEREST EXP - 2003 UTIL BOND	37,800	27,849				0
INTEREST EXP - 2006 REV BONDS	55,798	51,572				0
INTEREST EXP - 2016 REV BONDS			149,593	134,158	119,264	(14,894)
ISSUANCE COSTS		108,656				0
REVENUE BOND PRINCIPAL 2016				775,980	648,805	(127,175)
DEBT SERVICE Total	93,598	188,077	149,593	910,138	768,069	(142,069)
DEPRECIATION AND AMORTIZATION						
AMORT 2006 BOND DEF CHG (2011)	1,177	1,177				0
AMORT 2006 BOND DEFEASANCE	2,937	2,692				0
AMORT 2006 BOND PREMIUM	(4,086)	(3,780)				0
AMORT DEF CHGS - 2003 UTIL BON	3,781	3,781				0
AMORT PREMIUM - 2003 UTIL BOND	(328)	(244)				0
DEPRECIATION EXPENSE	691,638	691,637	720,573			0
AMORT DEF CHG 2016 BOND					13,417	13,417
DEPRECIATION AND AMORTIZATION Total	695,120	695,265	720,573		13,417	13,417
OTHER COSTS						
ADMIN ALLOC - ADMIN EXPENSES	348,672	430,301	479,429	537,688	542,668	4,980
OTHER COSTS Total	348,672	430,301	479,429	537,688	542,668	4,980
OTHER FINANCING USES						
TRANS OUT UTIL 5% TO GEN FUND	173,760	188,738	191,503	236,100	239,200	3,100
TRANS OUT UTIL 5% E&R FUND				196,750	184,000	(12,750)
TRANS OUT UTIL E&R FUND				196,750	184,000	(12,750)
OTHER FINANCING USES Total	173,760	188,738	191,503	629,600	607,200	(22,400)
SEWAGE Total	1,311,150	1,502,381	1,541,099	2,077,426	1,931,354	(146,072)

GUTA, Gas, Sewer, Storm Water & Water Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
SEWAGE COLLECTION SYSTEM						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			215	220	201	(19)
GMEBS-RETIREMENT CONTRIBUTION	54,049	50,148	54,487	57,959	43,469	(14,490)
GROUP INS	96,854	68,136	86,003	72,000	54,000	(18,000)
MEDICAL EXAMS	50	95	1,158		250	250
MEDICARE	3,885	4,196	3,623	4,347	3,388	(959)
OVERTIME SALARIES	25,677	25,792	26,791	24,000	27,000	3,000
REGULAR SALARIES	250,646	287,163	252,636	299,803	233,688	(66,115)
REIMB SALARIES - CDBG						0
SOCIAL SECURITY	16,611	17,942	15,491	18,588	14,489	(4,099)
WORKERS COMP INSURANCE	95		7,436			0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	447,866	453,470	447,841	476,917	376,485	(100,432)
PURCHASED/CONTRACTED SERVICES						
ADVERTISING					100	100
COMMUNICATIONS	4,806	9,433	5,616	7,500	7,500	0
CONSULTING - TECHNICAL	4,000	3,072	500	1,500	1,500	0
CUSTODIAL SVCS			92			0
DUES/FEES	924	513	1,079	1,500	1,500	0
EQUIPMENT RENTAL			263	300	300	0
EQUIPMENT RENTS / LEASES	22,392	30,236	49,973	24,190	40,000	15,810
EQUIPMENT REP & MAINT-OUTSIDE	30,534	1,979	6,275	8,125	8,125	0
EVENTS			394			0
GA DEPT REV FEES			250	250	250	0
MAINTENANCE CONTRACTS	1,168	2,860	4,219	2,065	4,000	1,935
MARKETING EXPENSES	133	269		500	500	0
MILEAGE REIMBURSEMENT				250	250	0
POSTAGE	148	187		250	250	0
PROFESSIONAL FEES				1,000	1,000	0
R & M SYSTEM - OUTSIDE	1,493	35,380	2,961	5,320	5,320	0
TRAINING & EDUCATION	6,357	6,744	6,294	5,500	5,500	0
TRAVEL EXPENSE				2,000	2,000	0
VEHICLE REP & MAINT-OUTSID	2,530	4,192	1,491	5,000	5,000	0
I/T SVCS - WEB DESIGN, ETC.					150	150
PURCHASED/CONTRACTED SERVICES Total	74,485	94,864	79,406	65,250	83,245	17,995
SUPPLIES						
AUTO & TRUCK FUEL	9,956	13,386	12,554	16,000	16,000	0
AUTO PARTS	3,976	10,154	2,349	6,500	6,500	0
BOOKS & PERIODICALS			120			0
CHEMICALS/PESTICIDES	169	17,294	3,088	10,000	10,000	0
COMPUTER EQUIP NON-CAPITAL					50	50
CONSTRUCTION MATERIALS			1,197			0
DAMAGE CLAIMS	2,155	455	215	10,500	10,500	0
DNU - MISCELLANEOUS	236	5,532	47			0
EQUIPMENT PARTS	7,663	6,625	7,065	11,500	11,500	0
FOOD			114		400	400
FURNITURE < 5,000					5,000	5,000
JANITORIAL SUPPLIES			704	2,928	2,928	0
OFFICE SUPPLIES & EXPENSES	4,406	4,135	1,422	1,530	1,530	0
SMALL OPERATING SUPPLIES	15,322	16,557	25,523	15,000	15,000	0
SMALL TOOLS & MINOR EQUIPMENT	13,937	8,114	9,193	17,500	17,500	0
SYS R & M - INSIDE / SHIPPING				250	250	0
SYSTEM R & M - INSIDE	6,810	13,858	6,819	16,872	16,872	0
TIRES				3,700	3,700	0
UNIFORM EXPENSE	1,959	2,615	2,322	3,700	3,700	0
UNIFORM RENTAL			716			0
SUPPLIES Total	66,589	98,725	73,448	115,980	121,430	5,450
SEWAGE COLLECTION SYSTEM Total	588,939	641,109	600,694	658,147	581,160	(76,987)

GUTA, Gas, Sewer, Storm Water & Water Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
SEWAGE TREATMENT PLANT						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			188	190	180	(10)
GMEBS-RETIREMENT CONTRIBUTION	47,293	43,879	47,676	50,714	43,469	(7,245)
GROUP INS	83,342	59,619	75,253	63,000	54,000	(9,000)
MEDICAL EXAMS	118	70	743		100	100
MEDICARE	4,348	4,026	4,113	4,094	3,661	(433)
OVERTIME SALARIES	44,077	29,115	29,188	40,000	36,000	(4,000)
REGULAR SALARIES	271,668	265,322	276,919	282,333	252,451	(29,882)
SOCIAL SECURITY	18,593	17,215	17,999	17,505	15,652	(1,853)
WORKERS COMP INSURANCE	480		12,698			0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	469,919	419,246	464,778	457,836	405,513	(52,323)
PURCHASED/CONTRACTED SERVICES						
ADVERTISING			600		50	50
COMMUNICATIONS	2,085	432	861	2,000	2,000	0
CONSULTING - TECHNICAL	15,754	942	46,000	125,000	250,000	125,000
CUSTODIAL SVCS			335			0
DUES/FEES	65		281	1,050	1,050	0
EQUIPMENT RENTAL			234	5,700	6,000	300
EQUIPMENT RENTS / LEASES	4,818	12,404	12,647	3,600	3,600	0
EQUIPMENT REP & MAINT-OUTSIDE	30,300	70,414	67,155	75,000	75,000	0
FINES/LATE FEE			2,000			0
GA DEPT REV FEES			300	300	300	0
LANDFILL FEES	1,472	45,389	100,905	40,000	70,000	30,000
LAWN CARE & MAINTENANCE				7,000	7,000	0
MAINTENANCE CONTRACTS	1,834	3,024	2,327	4,000	4,000	0
MARKETING EXPENSES				500	500	0
MILEAGE REIMBURSEMENT				250	250	0
POSTAGE	532	177	436	500	500	0
R & M BUILDINGS - OUTSIDE	20,411	35,234	9,722	50,000	50,000	0
R & M SYSTEM - OUTSIDE	26,137	5,118	39,826	94,000	160,000	66,000
TRAINING & EDUCATION	6,523	1,546	3,126	2,000	4,000	2,000
TRAVEL EXPENSE				1,000	1,000	0
VEHICLE REP & MAINT-OUTSID	441	6,441	118	3,000	3,000	0
I/T SVCS - WEB DESIGN, ETC.					150	150
PURCHASED/CONTRACTED SERVICES Total	110,371	181,121	286,873	414,900	638,400	223,500
SUPPLIES						
AUTO & TRUCK FUEL	11,585	7,511	7,415	10,000	10,000	0
AUTO PARTS	2,726	1,518	8,345	2,500	2,500	0
CHEMICALS/PESTICIDES	113,117	105,301	114,601	125,000	125,000	0
COMPUTER EQUIP NON-CAPITAL					50	50
DAMAGE CLAIMS				1,000	1,000	0
DNU - MISCELLANEOUS	193	520	698			0
EQUIPMENT PARTS	13,553	9,540	41,060	50,000	50,000	0
FOOD			488	500	500	0
JANITORIAL SUPPLIES			1,221	1,896	1,896	0
LAB SUPPLIES	7,798	25,221	25,985	20,000	50,000	30,000
OFFICE SUPPLIES & EXPENSES	5,859	4,215	3,855	3,510	3,510	0
R & M BUILDINGS - INSIDE	634	1,075	2,512	3,500	3,500	0
SMALL OPERATING SUPPLIES	11,754	11,829	14,202	10,000	10,000	0
SMALL TOOLS & MINOR EQUIPMENT	4,751	6,112	31,274	14,000	14,000	0
SYSTEM R & M - INSIDE	1,487	7,854	40,271	44,404	44,404	0
UNIFORM EXPENSE	1,259	1,027	1,274	5,000	5,000	0
UNIFORM RENTAL	7,672	13,181	7,871	7,200	7,200	0
UTILITY COSTS	304,781	340,871	295,266	325,000	325,000	0
SUPPLIES Total	487,168	535,774	596,337	623,510	653,560	30,050
SEWAGE TREATMENT PLANT Total	1,067,458	1,136,141	1,347,988	1,496,246	1,697,473	201,227

GUTA, Gas, Sewer, Storm Water & Water Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
STORMWATER						
DEPRECIATION AND AMORTIZATION						
DEPRECIATION EXPENSE	496	1,604	1,849			0
DEPRECIATION AND AMORTIZATION Total	496	1,604	1,849			0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			20		101	101
GMEBS-RETIREMENT CONTRIBUTION	20,268	18,805	20,433	28,979	43,469	14,490
GROUP INS	39,213	25,613	32,312	36,000	54,000	18,000
MEDICAL EXAMS	40		338		150	150
MEDICARE	1,674	1,978	1,914	2,327	3,376	1,049
OVERTIME SALARIES	7,568	9,798	5,395	5,000	5,000	0
REGULAR SALARIES	102,110	129,573	135,453	160,484	232,797	72,313
SOCIAL SECURITY	7,158	8,456	8,458	9,950	14,433	4,483
WORKERS COMP INSURANCE						0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	178,031	194,223	204,323	242,740	353,326	110,586
PURCHASED/CONTRACTED SERVICES						
ADVERTISING			32		0	0
COMMUNICATIONS	1,014	632	1,194	2,208	2,208	0
CONSULTING - TECHNICAL	500	800	650	3,500	3,500	0
DUES/FEES		155	110	250	250	0
EQUIPMENT RENTAL			88		200	200
EQUIPMENT REP & MAINT-OUTSIDE	489	288		1,000	1,000	0
LAWN CARE & MAINTENANCE			790		0	0
MAINTENANCE CONTRACTS	2,737	842		3,000	3,000	0
MILEAGE REIMBURSEMENT				250	250	0
R & M SYSTEM - OUTSIDE	2,160	1,220	15,400	28,592	50,000	21,408
TRAINING & EDUCATION	1,159	180	1,697	1,600	1,600	0
VEHICLE REP & MAINT-OUTSID	264	771		2,500	2,500	0
I/T SVCS - WEB DESIGN, ETC.					100	100
PURCHASED/CONTRACTED SERVICES Total	8,322	4,889	19,961	42,900	64,608	21,708
SUPPLIES						
AUTO & TRUCK FUEL	6,310	4,417	3,670	3,000	5,000	2,000
AUTO PARTS	1,951	2,582	7,319	1,500	1,500	0
CHEMICALS/PESTICIDES			9			0
COMPUTER EQUIP. NON-CAPITAL					50	50
DAMAGE CLAIMS	10,001	1,951	4,272	5,000	5,000	0
DNU - MISCELLANEOUS	25	704	6,145			0
FOOD			234		100	100
FURNITURE < 5,000					5,000	5,000
OFFICE SUPPLIES & EXPENSES	1,231	751	587	650	650	0
SMALL OPERATING SUPPLIES	7,616	8,154	9,764	9,000	9,000	0
SMALL TOOLS & MINOR EQUIPMENT	1,548	11,923	11,447	7,500	7,500	0
SYSTEM R & M - INSIDE	26,596	13,242	7,688	50,000	50,000	0
UNIFORM EXPENSE	469	1,961	11	750	1,050	300
SUPPLIES Total	55,747	45,685	51,146	77,400	84,850	7,450
STORMWATER Total	242,597	246,401	277,278	363,040	502,784	139,744
UTILITY GEN ADMIN						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM					50	50
GMEBS-RETIREMENT CONTRIBUTION	6,756	6,268	13,622	14,490	14,490	0
GROUP INS	10,702	8,489	22,382	18,000	18,000	0
MEDICAL EXAMS			202			0
MEDICARE	1,223	2,036	690	2,487	2,428	(59)
OVERTIME SALARIES					2,500	2,500
REGULAR SALARIES	89,669	145,631	54,153	171,546	167,480	(4,066)
SOCIAL SECURITY	5,228	8,705	2,951	10,636	10,384	(252)
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	113,578	171,129	94,001	217,159	215,332	(1,827)
UTILITY GEN ADMIN Total	113,578	171,129	94,001	217,159	215,332	(1,827)

GUTA, Gas, Sewer, Storm Water & Water Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
WATER						
DEBT SERVICE						
CONTRA-INTEREST G13 EXPENSE		(5,938)				0
INTEREST EXP - 01/11 UTIL BOND						0
INTEREST EXP - 2003 UTIL BOND	37,713	27,785				0
INTEREST EXP - 2006 REV BONDS	476,251	440,177				0
INTEREST EXP - 2016 REV BONDS			149,246	133,847	118,988	(14,859)
INTEREST ON GEFA 2009		102,136				0
INTEREST ON GEFA 2013	6,572	6,627		7,441	6,905	(536)
ISSUANCE COSTS		108,656				0
PRINCIPAL GEFA 2009						0
PRINCIPAL GEFA 2013			7,974	106,922	107,458	536
REVENUE BOND PRINCIPAL 2003						0
REVENUE BOND PRINCIPAL 2006						0
REVENUE BOND PRINCIPAL 2016				774,180	647,301	(126,879)
DEBT SERVICE Total	520,536	679,442	157,220	1,022,390	880,652	(141,738)
DEPRECIATION AND AMORTIZATION						
AMORT 2006 BOND DEF CHG (2011)	10,049	10,049				0
AMORT 2006 BOND DEFEASANCE	25,068	22,979				0
AMORT 2006 BOND PREMIUM	(34,873)	(32,260)				0
AMORT 2013 GEFA ISSUE COSTS	8,333					0
AMORT DEF CHGS - 2003 UTIL BON	3,773	3,773				0
AMORT PREMIUM - 2003 UTIL BOND	(327)	(243)				0
DEPRECIATION EXPENSE	991,655	1,772,426	995,906			0
AMORT DEF CHG 2016 BOND					13,386	13,386
DEPRECIATION AND AMORTIZATION Total	1,003,679	1,776,724	995,906		13,386	13,386
OTHER COSTS						
ADMIN ALLOC - ADMIN EXPENSES	431,024	544,734	624,071	672,179	686,612	14,433
OTHER COSTS Total	431,024	544,734	624,071	672,179	686,612	14,433
OTHER FINANCING USES						
TRANS OUT UTIL 5% TO GEN FUND	207,032	232,600	227,515	291,420	294,416	2,996
TRANS OUT UTIL 5% E&R FUND				242,850	226,474	(16,376)
TRANS OUT UTIL E&R FUND				242,850	226,474	(16,376)
OTHER FINANCING USES Total	207,032	232,600	227,515	777,120	747,364	(29,756)
WATER Total	2,162,270	3,233,500	2,004,713	2,471,689	2,328,014	(143,675)
WATER DISTRIBUTION SYSTEM						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			269	270	230	(40)
GMEBS-RETIREMENT CONTRIBUTION	47,293	50,148	68,109	65,204	65,204	0
GROUP INS	86,262	70,773	109,267	81,000	81,000	0
MEDICAL EXAMS	100	30	1,026		300	300
MEDICARE	4,156	4,697	3,840	4,919	4,778	(141)
OVERTIME SALARIES	35,041	36,032	30,494	30,000	30,000	0
REGULAR SALARIES	221,258	307,061	254,078	339,251	329,510	(9,741)
SOCIAL SECURITY	17,770	20,084	16,525	21,034	20,430	(604)
WORKERS COMP INSURANCE	209					0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	412,089	488,826	483,606	541,678	531,452	(10,226)
PURCHASED/CONTRACTED SERVICES						
ADVERTISING			48		100	100
COMMUNICATIONS	4,591	3,446	4,240	4,200	4,200	0
CONSULTING - TECHNICAL	4,000	2,652	1,250	4,000	4,000	0
CUSTODIAL SVCS			92			0
DUES/FEES	1,303	1,074	845	1,350	1,500	150
EQUIPMENT RENTAL			293	300	300	0
EQUIPMENT RENTS / LEASES	3,229	9,181	34,530	10,500	15,000	4,500
EQUIPMENT REP & MAINT-OUTSIDE	3,391	5,171	1,369	5,200	7,500	2,300
EVENTS			394			0
MAINTENANCE CONTRACTS	1,150	2,860	4,219	1,100	2,000	900
MARKETING EXPENSES	133	325	60	300	300	0
MILEAGE REIMBURSEMENT				250	250	0

GUTA, Gas, Sewer, Storm Water & Water Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
POSTAGE		186		250	0	(250)
PROFESSIONAL FEES				1,000	1,000	0
R & M SYSTEM - OUTSIDE	19,719	30,943	16,685	53,900	54,000	100
SIDEWALK REPAIRS & MAINT OUTSIDE			6,800	10,000	10,000	0
TRAINING & EDUCATION	6,600	5,533	4,909	2,500	5,000	2,500
TRAVEL EXPENSE				500	500	0
VEHICLE REP & MAINT-OUTSID	2,812	5,838	4,894	7,500	10,000	2,500
I/T SVCS - WEB DESIGN, ETC.					250	250
VEHICLE TAG & TITLE FEE						0
PURCHASED/CONTRACTED SERVICES Total	46,927	67,209	80,628	102,850	115,900	13,050
SUPPLIES						
AUTO & TRUCK FUEL	9,044	8,882	10,026	9,000	10,000	1,000
AUTO PARTS	3,566	3,797	5,730	3,000	3,500	500
CHEMICALS/PESTICIDES	169	169	2,600	500	500	0
COMPUTER EQUIP NON-CAPITAL					100	100
DAMAGE CLAIMS	3,473	4,831	1,438	1,000	1,000	0
DNU - MISCELLANEOUS	916	220	2,732			0
EQUIPMENT PARTS	4,886	1,438	2,199	2,000	5,000	3,000
EXPENDABLE FLUIDS				1,000	1,000	0
FOOD			114		500	500
JANITORIAL SUPPLIES			274	500	500	0
METERS			56,247			0
OFFICE SUPPLIES & EXPENSES	4,416	2,317	2,971	3,230	8,500	5,270
SMALL OPERATING SUPPLIES	10,794	24,747	23,664	7,000	10,000	3,000
SMALL TOOLS & MINOR EQUIPMENT	7,998	12,081	6,920	13,500	13,500	0
SYS R & M - INSIDE / SHIPPING	14					0
SYSTEM R & M - INSIDE	70,113	114,638	119,956	115,000	115,000	0
TIRES				1,000	1,000	0
TRAINING MATERIALS - COM USE				10,000	10,000	0
UNIFORM EXPENSE	1,980	3,221	3,023	3,700	3,000	(700)
UNIFORM RENTAL			449			0
UTILITY COSTS						0
SIDEWALK R & M - INSIDE				1,000	2,000	1,000
SUPPLIES Total	117,369	176,340	238,345	171,430	185,100	13,670
WATER DISTRIBUTION SYSTEM Total	576,385	732,375	802,579	815,958	832,452	16,494
WATER TREATMENT PLANT						
DEBT SERVICE						
CONTRA-INTEREST EXPENSE	(80,329)					0
INTEREST EXP-2009 GEFA						0
DEBT SERVICE Total	10,421					0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			134	140	80	(60)
GMEBS-RETIREMENT CONTRIBUTION	33,780	31,342	34,054	43,469	50,714	7,245
GROUP INS	61,939	42,585	53,752	54,000	63,000	9,000
MEDICAL EXAMS			505		150	150
MEDICARE	3,092	3,185	2,773	4,186	4,724	538
OVERTIME SALARIES	13,740	23,192	22,600	16,000	20,000	4,000
REGULAR SALARIES	207,092	205,521	176,782	288,656	325,816	37,160
SOCIAL SECURITY	13,221	13,619	11,891	17,897	20,264	2,367
WORKERS COMP INSURANCE	1,365		554			0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	334,228	319,443	303,046	424,348	484,748	60,400

GUTA, Gas, Sewer, Storm Water & Water Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
PURCHASED/CONTRACTED SERVICES						
COMMUNICATIONS	1,852	1,888	2,035	3,180	3,180	0
CONSULTING - TECHNICAL	650	2,436		7,500	7,500	0
CONTRACT LABOR				500	500	0
CUSTODIAL SVCS			764			0
DUES/FEES	10,011	581	1,262	1,350	2,500	1,150
EQUIPMENT RENTAL			146	180	180	0
EQUIPMENT RENTS / LEASES	472			1,000	1,000	0
EQUIPMENT REP & MAINT-OUTSIDE	19,244	82,372	47,232	75,000	75,000	0
LAWN CARE & MAINTENANCE			810	2,160	2,160	0
MAINTENANCE CONTRACTS	40,366	41,568	15,477	55,660	55,660	0
MARKETING EXPENSES	77	77		500	500	0
MILEAGE REIMBURSEMENT				250	250	0
POSTAGE	1,682	2,543	3,113	1,820	5,000	3,180
PROFESSIONAL FEES			12,480		0	0
R & M BUILDINGS - OUTSIDE	4,450	1,978	10,853	10,000	10,000	0
R & M RESERVOIR - OUTSIDE	7,871	6,551	6,704	7,500	7,500	0
R & M SYSTEM - OUTSIDE	31,893	76,229	25,781	60,000	60,000	0
R & M WATER TANKS - OUTSIDE	51,250	53,380	52,690	53,000	53,000	0
TRAINING & EDUCATION	2,346	3,149	6,591	3,500	3,500	0
TRAVEL EXPENSE			252			0
VEHICLE REP & MAINT-OUTSID	446			1,000	1,000	0
I/T SVCS - WEB DESIGN, ETC.					200	200
SHIPPING/FREIGHT					500	500
PURCHASED/CONTRACTED SERVICES Total	172,611	272,752	186,191	284,100	289,130	5,030
SUPPLIES						
AUTO & TRUCK FUEL	3,086	1,579	2,310	5,000	5,000	0
AUTO PARTS	3,646	604	812	1,500	1,500	0
BOOKS & PERIODICALS			120		500	500
CHEMICALS/PESTICIDES	167,865	149,812	163,417	180,000	180,000	0
COMPUTER EQUIP. NON-CAPITAL					100	100
CONSTRUCTION MATERIALS			1,197			0
DAMAGE CLAIMS				1,000	1,000	0
DNU - MISCELLANEOUS	1,327	229	536			0
EQUIPMENT PARTS	11,196	11,283	21,529	17,500	20,000	2,500
FOOD			122		500	500
JANITORIAL SUPPLIES			3,795	12,000	12,000	0
LAB SUPPLIES	15,879	21,163	30,074	17,500	20,000	2,500
OFFICE SUPPLIES & EXPENSES	4,479	2,968	2,482	5,860	6,000	140
R & M BUILDINGS - INSIDE	2,254	3,479	2,199	5,000	5,000	0
RESERVOIR R & M - INSIDE	76	503	858	1,000	1,000	0
SMALL OPERATING SUPPLIES	13,909	10,933	8,309	8,000	8,000	0
SMALL TOOLS & MINOR EQUIPMENT	312	12,518	15,722	12,500	12,500	0
SYSTEM R & M - INSIDE	1,779	829	4,106	12,500	12,500	0
UNIFORM EXPENSE	598	882	439	750	750	0
UNIFORM RENTAL	4,762	4,297	5,460	5,000	5,000	0
UTILITY COSTS	308,228	335,563	291,715	350,000	350,000	0
SUPPLIES Total	539,397	556,642	555,202	635,110	641,350	6,240
WATER TREATMENT PLANT Total	1,056,656	1,148,838	1,044,439	1,343,558	1,415,228	71,670
TOTAL EXPENDITURES	9,967,675	11,493,355	10,826,203	13,464,703	13,507,918	43,215

SOLID WASTE FUND



Solid Waste

Overview

The Solid Waste Department provides curbside household garbage and bulk trash pickup, commercial dumpster pickup, recycling and yard trimming pickup. The City also owns and operates a

transfer station where the City contracts with other solid waste providers for the transport of solid waste to the private sector landfill.

Goals/Accomplishments

- Meet Federal and State guidelines and comply with environmental regulations.
- Preserve natural resources.
- Protect public health and the environment.
- Deliver consistent and quality customer service.
- Reduce waste and keep costs at a minimum.
- Encourage all citizens to be “waste conscious” and make a sincere effort to reduce the amount of waste generated by practicing reduction and recycling whenever possible.

SOLID WASTE FUND OPERATING BUDGET SUMMARY
REVENUES, EXPENSES AND OTHER SOURCES AND USES SUMMARY

REVENUE	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
CHARGES FOR SERVICES	4,413,334	4,272,845	4,580,937	4,611,200	4,808,584	197,384
OTHER FINANCING SOURCES	238,930	137,651	232,689			0
TOTAL REVENUE	4,652,264	4,410,496	4,813,626	4,611,200	4,808,584	197,384
DEPARTMENT	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
OTHER FINANCING USES	428,000	223,810	244,705	536,161	540,944	4,783
SOLID WASTE & RECYCLING	3,852,000	3,864,627	3,957,608	4,075,039	4,267,640	192,601
DEPRECIATION AND AMORTIZATION			148,083			0
TOTAL EXPENDITURES	4,280,000	4,088,437	4,350,396	4,611,200	4,808,584	197,384
USE OF CASH RESERVES						
EXCESS/(DEFICIENCY) OF REVENUE & OTHER SOURCES OVER EXPENDITURES	372,264	322,059	463,231	0	(0)	(0)

Revenues and Rates

The cost of providing residential and commercial solid waste service is financed and accounted for in the Solid Waste Fund. This fund is divided into the following functions: Administration, Recyclables Collection, Solid Waste Collection and Solid Waste Disposal.

The primary source of revenue is collections from fees charged monthly for the collection of solid waste in addition to the fees collected from the operation of the transfer station. The City has contracts with vendors to “transfer” their solid waste which is then transported by a contractor to a landfill.

Commercial rates are based on the size of the container and the frequency of the pickup. Commercial and Residential rates for 2019 will increase by 3% annually on January 1st in order to keep up with the increase in hauling costs from the transfer station based on the current landfill disposal contract.

City of Monroe Garbage Rates

Description	2019 Rate
Residential	
Minimum/Vacant	13.44
In City	22.99
With Additional Cart	34.50
Curbside Cart Fee	65.85
Out of City **	24.34
Apartment in City	13.59
Commercial	
Shared Dumpster	40.32
2 yard - 1 Pickup per Week Dumpster	40.32
2 yard - 2 Pickups per Week Dumpster	63.16
2 yard - 3 Pickups per Week Dumpster	96.76
2 yard - 4 Pickups per Week Dumpster	127.67
2 yard - 5 Pickups per Week Dumpster	158.58
4 yard - 1 Pickup per Week Dumpster	60.48
4 yard - 2 Pickups per Week Dumpster	124.98
4 yard - 3 Pickups per Week Dumpster	186.80
4 yard - 4 Pickups per Week Dumpster	248.62
4 yard - 5 Pickups per Week Dumpster	311.79
6 Yard - 1 Pickup per Week Dumpster	91.39
6 Yard - 2 Pickups per Week Dumpster	182.77
6 Yard - 3 Pickups per Week Dumpster	275.50
6 Yard - 4 Pickups per Week Dumpster	366.89
6 Yard - 5 Pickups per Week Dumpster	458.28
8 Yard - 1 Pickup per Week Dumpster	122.30
8 Yard - 2 Pickups per Week Dumpster	241.90
8 Yard - 3 Pickups per Week Dumpster	362.86
8 Yard - 4 Pickups per Week Dumpster	485.15
8 Yard - 5 Pickups per Week Dumpster	606.11
30 Yard - 1 Pickup per Week Rolloff	311.79
30 Yard - 2 Pickups per Week Rolloff	553.69
WCBOE/Admin Bldg	209.75
WCBOE/Elem Schools	419.50
WCBOE/High School	629.25

SOLID WASTE FUND

REVENUE DETAIL

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET
CHARGES FOR SERVICES					
SALE OF RECYCLED MATERIALS	26,625	25,119	31,772	32,000	32,000
SANITATION FEES	1,911,302	1,982,222	2,051,644	1,905,000	1,960,000
TRANSFER STATION FEES	2,475,407	2,265,504	2,497,521	2,674,200	2,816,584
CHARGES FOR SERVICES Total	4,413,334	4,272,845	4,580,937	4,611,200	4,808,584
OTHER FINANCING SOURCES					
OPERATING TRANSFERS IN	238,930	137,651	232,689		
OTHER FINANCING SOURCES T	238,930	137,651	232,689		
TOTAL REVENUE	4,652,264	4,410,496	4,813,626	4,611,200	4,808,584

SOLID WASTE EXPENSES

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
DEPRECIATION AND AMORTIZATION						
DEPRECIATION AND AMORTIZATION						
DEPRECIATION EXPENSE			148,083			0
DEPRECIATION AND AMORTIZATION Total			148,083			0
DEPRECIATION AND AMORTIZATION Total			148,083			0
OTHER FINANCING USES						
OTHER FINANCING USES						
TRAN OUT - CIP	214,000			294,161	240,429	(53,732)
TRAN OUT - INSURANCE		12,611	12,000	12,000	12,000	0
TRANSFERS OUT - OTHER FUNDS	214,000	211,199	232,705	230,000	288,515	58,515
OTHER FINANCING USES Total	428,000	223,810	244,705	536,161	540,944	4,783
OTHER FINANCING USES Total	428,000	223,810	244,705	536,161	540,944	4,783
RECYCLABLES COLLECTION						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			27	30	30	0
GMEBS- RETIREMENT CONTRIBUTION	6,850	6,268	6,811	7,245	7,245	0
GROUP INS	10,000	12,151	10,836	9,000	9,000	0
MEDICAL EXAMS			101		150	150
MEDICARE	524	596	379	497	511	14
OVERTIME SALARIES	1,000			500	500	0
REGULAR SALARIES	35,136	43,219	29,861	34,244	35,271	1,027
REIMB SALARIES - SW			10,467			0
SOCIAL SECURITY	2,240	2,549	1,621	2,123	2,187	64
WORKERS COMP INSURANCE						0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	55,750	64,784	60,103	53,638	54,894	1,256
PURCHASED/CONTRACTED SERVICES						
CONTRACT LABOR	30,000	9,470	8,270	29,900	45,000	15,100
DUES/FEES						0
EQUIPMENT REP & MAINT-OUTSIDE	1,000	6,440	835	1,200	2,000	800
GA DEPT REV FEES			100	100	100	0
GENERAL LIABILITY INSURANCE	500	589	577	700	700	0
LANDFILL FEES			1,104			0
RECYCLING			4,418	5,000	6,000	1,000
RECYCLING EDUCATION	40,000			40,000	25,000	(15,000)
TRAINING & EDUCATION	1,000		35	1,000	1,000	0
VEHICLE REP & MAINT-OUTSID						0
PURCHASED/CONTRACTED SERVICES Total	72,500	16,500	15,338	77,900	79,800	1,900
SUPPLIES						
AUTO & TRUCK FUEL	10,000	4,450	5,581	9,500	10,000	500
CHEMICALS/PESTICIDES						0
DAMAGE CLAIMS						0
DNU - MISCELLANEOUS		121				0
DUMPSTERS/CARTS						0
EQUIPMENT PARTS	10,000	5,036	806	10,120	10,120	0
EXPENDABLE FLUIDS	500	1,023	214	500	500	0
HAND TOOLS						0
JANITORIAL SUPPLIES					500	500
RECYCLING BINS	5,000	4,332		5,000	5,000	0
SAFETY/MEDICAL SUPPLIES	500	281	140	750	750	0
SMALL TOOLS & MINOR EQUIPMENT					300	300
TIRES	5,000		1,886	2,500	2,500	0
UNIFORM EXPENSE					100	100
UNIFORM RENTAL	500	475	795	1,000	1,200	200
SUPPLIES Total	31,500	15,718	9,423	29,370	30,970	1,600
RECYCLABLES COLLECTION Total	159,750	97,002	84,863	160,908	165,664	4,756

Solid Waste

Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
SOLID WASTE ADMINISTRATION						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
COMPUTERS				5,600		(5,600)
CAPITAL OUTLAYS - MACHINERY & EQUIP Total				5,600		(5,600)
DEPRECIATION AND AMORTIZATION						
DEPRECIATION EXPENSE		136,772				0
DEPRECIATION AND AMORTIZATION Total		136,772				0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			81	90	100	10
GMERS- RETIREMENT CONTRIBUTION	20,550	18,805	20,433	21,735	21,735	0
GROUP INS	30,000	36,453	32,508	27,000	27,000	0
MEDICAL EXAMS			303		150	150
MEDICARE	2,146	2,188	2,205	2,430	2,378	(52)
OVERTIME SALARIES	1,000	2,034	3,857	2,500	3,000	500
PART - TIME/TEMPORARY SALARIES			9,395	15,746	14,251	(1,495)
REGULAR SALARIES	134,021	143,449	146,517	151,826	149,716	(2,110)
SEASONAL SALARIES	13,000	11,505				0
SOCIAL SECURITY	9,177	9,355	9,427	10,389	10,166	(223)
WORKERS COMP INSURANCE		8				0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	209,894	223,798	224,725	231,716	228,496	(3,220)
PURCHASED/CONTRACTED SERVICES						
ADVERTISING	500	146	96	750	750	0
COMMUNICATIONS	3,000	5,258	1,727	1,200	1,200	0
CONSULTING - TECHNICAL						0
CUSTODIAL SVCS			370	2,400	3,000	600
DUES/FEES	250	776	1,236	750	750	0
EQUIPMENT RENTAL			753	785	1,000	215
EQUIPMENT REP & MAINT-OUTSIDE						0
GENERAL LIABILITY INSURANCE	30,000	21,651	24,528	25,500	25,500	0
LANDFILL FEES						0
LAWN CARE & MAINTENANCE					2,000	2,000
MAINTENANCE CONTRACTS	8,000	10,561	6,374	9,240	14,000	4,760
PEST CONTROL			113	685	800	115
POSTAGE					100	100
PRINTING	5,000	3,080	4,250	4,890	5,000	110
PROFESSIONAL FEES					150	150
R & M BUILDINGS - OUTSIDE					1,000	1,000
RECYCLING						0
TRAINING & EDUCATION	5,000	5,008	2,158	3,000	3,500	500
TRAVEL EXPENSE			381		500	500
VEHICLE REP & MAINT-OUTSID	100			100	305	205
I/T SVCS - WEB DESIGN, ETC.					500	500
PURCHASED/CONTRACTED SERVICES Total	51,850	46,480	41,986	49,300	60,055	10,755
SUPPLIES						
AUTO & TRUCK FUEL	2,500	1,848	1,590	2,500	2,500	0
AUTO PARTS	1,000	84	673	500	1,000	500
CHEMICALS/PESTICIDES	500	728	567	700	700	0
COMPUTER EQUIP NON-CAPITAL					115	115
DAMAGE CLAIMS	200			200	200	0
DNU - MISCELLANEOUS	200	646	30			0
EQUIPMENT PARTS					500	500
EXPENDABLE FLUIDS	100	207		100	100	0
FOOD			33		200	200
HAND TOOLS	2,500	2,071	1,241	1,500	1,500	0
JANITORIAL SUPPLIES	11,200	17,378	14,603	12,000	15,000	3,000
OFFICE SUPPLIES & EXPENSES	8,000	5,005	2,750	6,510	7,000	490
R & M BUILDINGS - INSIDE	25,000	36,092	29,416	30,000	35,000	5,000
SAFETY/MEDICAL SUPPLIES	200	376	430	750	750	0
TIRES	500	455		500	600	100
UNIFORM EXPENSE	1,000	41	90		500	500
UNIFORM RENTAL	300		(36)	300	0	(300)
SUPPLIES Total	53,200	64,931	51,387	55,560	65,665	10,105
SOLID WASTE ADMINISTRATION Total	314,944	471,981	318,098	342,176	354,216	12,040

Solid Waste

Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
SOLID WASTE COLLECTION						
CAPITAL OUTLAYS - MACHINERY & EQUIP						
MACHINERY						0
VEHICLES	25,000					0
CAPITAL OUTLAYS - MACHINERY & EQUIP Total	25,000					0
CAPITAL OUTLAYS - PROPERTY						
INFRASTRUCTURE						0
SITE IMPROVEMENTS						0
CAPITAL OUTLAYS - PROPERTY Total						0
DEBT SERVICE						
CAPITAL LEASE INTEREST						0
DEBT SERVICE Total						0
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			322	330	330	0
GMEBS- RETIREMENT CONTRIBUTION	82,200	88,531	81,730	86,938	86,938	0
GROUP INS	120,000	145,813	130,030	108,000	108,000	0
MEDICAL EXAMS		113	1,478	200	200	0
MEDICARE	5,910	5,520	5,631	6,012	6,148	136
OVERTIME SALARIES	10,000	12,532	12,987	10,000	13,000	3,000
PART - TIME/TEMPORARY SALARIES				15,746	16,806	1,060
REGULAR SALARIES	397,600	387,610	394,159	398,855	407,225	8,370
REIMB SALARIES - SW			24,424			0
SOCIAL SECURITY	25,271	23,601	23,959	25,705	26,290	585
WORKERS COMP INSURANCE		3,404	13,346			0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	640,981	667,122	688,068	651,786	664,937	13,151
PURCHASED/CONTRACTED SERVICES						
ADVERTISING			16			0
COMMUNICATIONS			2,013	6,100	6,100	0
DUES/FEES				205	205	0
EQUIPMENT REP & MAINT- OUTSIDE	1,500	8,500	1,980	2,000	2,000	0
GA DEPT REV FEES			900	900	1,000	100
GENERAL LIABILITY INSURANCE	10,000	6,878	6,939	9,000	9,000	0
TRAINING & EDUCATION			1,370	2,700	2,700	0
VEHICLE REP & MAINT- OUTSID	1,500					0
PURCHASED/CONTRACTED SERVICES Total	13,000	15,378	13,218	20,905	21,005	100
SUPPLIES						
AUTO & TRUCK FUEL	50,000	36,577	37,865	50,000	50,000	0
AUTO PARTS	500	946	1,533	1,000	1,500	500
CHEMICALS/PESTICIDES						0
DAMAGE CLAIMS	250	8,382	1,118	2,450	3,500	1,050
DNU - MISCELLANEOUS	300	992	100			0
DUMPSTERS/CARTS	50,000	46,250	35,256	50,000	50,000	0
EQUIPMENT PARTS	25,000	25,892	32,106	22,070	27,000	4,930
EXPENDABLE FLUIDS	4,000	3,007	3,578	4,000	4,000	0
HAND TOOLS					300	300
JANITORIAL SUPPLIES					1,300	1,300
SAFETY/MEDICAL SUPPLIES	2,000	3,901	2,366	3,000	3,500	500
SMALL TOOLS & MINOR EQUIPMENT					300	300
TIRES	15,000	11,702	10,339	15,000	15,000	0
UNIFORM EXPENSE				500	500	0
UNIFORM RENTAL	5,000	8,169	8,674	10,100	10,100	0
SUPPLIES Total	152,050	145,819	132,934	158,120	167,000	8,880
SOLID WASTE COLLECTION Total	831,031	828,319	834,219	830,811	852,942	22,131

Solid Waste

Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
SOLID WASTE DISPOSAL						
CAPITAL OUTLAYS - PROPERTY						
INFRASTRUCTURE					50,000	50,000
CAPITAL OUTLAYS - PROPERTY Total					50,000	50,000
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			54	60	50	(10)
GMERS- RETIREMENT CONTRIBUTION	13,700	12,537	13,622	14,490	14,490	0
GROUP INS	20,000	24,302	21,672	18,000	18,000	0
MEDICAL EXAMS			202		100	100
MEDICARE	1,193	857	924	884	910	26
OVERTIME SALARIES	14,000	10,240	10,599	12,000	12,547	547
REGULAR SALARIES	68,281	55,041	59,990	60,940	62,768	1,828
SOCIAL SECURITY	5,101	3,662	3,949	3,778	3,892	114
WORKERS COMP INSURANCE		559				0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	122,275	107,199	111,011	110,151	112,757	2,605
PURCHASED/CONTRACTED SERVICES						
COMMUNICATIONS				1,100	1,500	400
CONSULTING - TECHNICAL				1,450	2,000	550
CUSTODIAL SVCS			68			0
ENVIRONMENTAL EXPENSE	2,000	208	2,650	1,200	2,000	800
EQUIPMENT RENTS / LEASES			9,900		2,500	2,500
EQUIPMENT REP & MAINT-OUTSIDE	500	1,596	3,645	1,000	2,000	1,000
GENERAL LIABILITY INSURANCE	2,000	616	594	1,500	1,500	0
LANDFILL FEES	2,191,180	2,098,161	2,293,493	2,310,013	2,379,313	69,300
R & M BUILDINGS - OUTSIDE			21,220		20,000	20,000
TRAINING & EDUCATION	1,000			150	150	0
VEHICLE TAG & TITLE FEE						0
PURCHASED/CONTRACTED SERVICES Total	2,196,680	2,100,581	2,331,571	2,316,413	2,410,963	94,550
SUPPLIES						
AUTO & TRUCK FUEL	32,000	16,389	17,698	29,200	30,000	800
DAMAGE CLAIMS			575			0
DNU - MISCELLANEOUS		41				0
EQUIPMENT PARTS	15,000	31,002	22,385	25,000	30,000	5,000
EXPENDABLE FLUIDS	1,000	553	241	1,000	1,000	0
HAND TOOLS					200	200
JANITORIAL SUPPLIES			3,685	1,000	2,500	1,500
R & M BUILDINGS - INSIDE						0
SAFETY/MEDICAL SUPPLIES	500	696	485	1,040	1,100	60
SMALL TOOLS & MINOR EQUIPMENT			375		300	300
TIRES	35,000	7,133	31,190	35,000	35,000	0
UNIFORM RENTAL	1,200	1,529	1,750	2,000	2,200	200
UNIFORM EXPENSE					100	100
SUPPLIES Total	84,700	57,343	78,384	94,240	102,400	8,160
SOLID WASTE DISPOSAL Total	2,403,655	2,265,122	2,520,966	2,520,804	2,676,120	155,315

Solid Waste

Expenditures (continued)

	2015 ACTUALS	2016 ACTUALS	2017 ACTUALS	2018 BUDGET	2019 PROPOSED BUDGET	2019 vs 2018 BUDGET
YARD TRIMMINGS COLLECTION						
PERSONAL SERVICES AND EMPLOYEE BENEFITS						
EMPLOYEE ASSISTANCE PROGRAM			81	90	100	10
GMEBS-RETIREMENT CONTRIBUTION	13,700	18,805	20,433	21,735	21,735	0
GROUP INS	20,000	39,146	32,507	27,000	27,000	0
MEDICAL EXAMS		120	363		150	150
MEDICARE	938	1,499	1,527	1,791	1,671	(120)
OVERTIME SALARIES	2,000	3,171	4,009	3,500	6,000	2,500
PART - TIME/TEMPORARY SALARIES		5,394	8,746	15,746	16,806	1,060
REGULAR SALARIES	62,672	97,211	97,389	107,788	98,446	(9,342)
SOCIAL SECURITY	4,010	6,412	6,605	7,659	7,146	(513)
WORKERS COMP INSURANCE		1,058	1,081			0
PERSONAL SERVICES AND EMPLOYEE BENEFITS Total	103,320	172,817	172,742	185,309	179,054	(6,255)
PURCHASED/CONTRACTED SERVICES						
CONTRACT LABOR		84				0
DUES/FEES						0
EQUIPMENT REP & MAINT-OUTSIDE	2,500	335	250	2,350	2,350	0
GA DEPT REV FEES			150	150	150	0
GENERAL LIABILITY INSURANCE	1,600	1,715	2,185	2,500	2,500	0
TRAINING & EDUCATION			70	220	220	0
PURCHASED/CONTRACTED SERVICES Total	4,100	2,134	2,655	5,220	5,220	0
SUPPLIES						
AUTO & TRUCK FUEL	22,000	10,966	12,047	13,500	16,314	2,814
DAMAGE CLAIMS		1,486	1,764	500	500	0
DNU - MISCELLANEOUS		212				0
EQUIPMENT PARTS	8,000	7,223	5,373	8,000	8,000	0
EXPENDABLE FLUIDS	1,200	803	329	1,200	1,200	0
HAND TOOLS					500	500
SAFETY/MEDICAL SUPPLIES	500	563	461	1,110	1,110	0
TIRES	2,500	4,147	1,620	2,500	3,600	1,100
UNIFORM EXPENSE					200	200
UNIFORM RENTAL	1,000	1,852	2,471	3,000	3,000	0
SUPPLIES Total	35,200	27,252	24,065	29,810	34,424	4,614
YARD TRIMMINGS COLLECTION Total	142,620	202,203	199,462	220,339	218,698	(1,641)
TOTAL EXPENDITURES	4,280,000	4,088,437	4,350,396	4,611,200	4,808,584	197,384

Full Time Solid Waste Fund Positions

	2015 FTEs	2016 FTEs	2017 FTEs	2018 FTEs	2019 FTEs
Administration	3	3	3	3	3
CUSTOMER SERVICE SPECIALIST PUBLIC WORKS	1	1	1	1	1
DIRECTOR OF SOLID WASTE	1	1	1	1	1
SCALE HOUSE OPERATOR	1	1	1	1	1
Recyclables Collection	1	1	1	1	1
RECYCLING DRIVER	1	1	1	1	1
Solid Waste Collection	12	12	12	12	12
COMMERCIAL DRIVER	1	1	1	1	1
EQUIPMENT OPERATOR I SOLID WASTE	1	1	1	1	1
KNUCKLEBOOM DRIVER	1	1	1	1	1
MECHANIC	1	1	1	1	1
MECHANIC SR	1	1	1	1	1
RESIDENTIAL DRIVER	1	1	1	1	1
RESIDENTIAL DRIVER/EQUIPMENT OPERATOR I	1	1	1	1	1
SOLID WASTE FOREMAN	1	1	1	1	1
UTILITY WORKER SOLID WASTE	4	4	4	4	4
Solid Waste Disposal	2	2	2	2	2
EQUIPMENT OPERATOR I SOLID WASTE	1	1	1	1	1
TRANSFER STATION OPERATOR	1	1	1	1	1
Yard Trimmings	2	4	4	3	3
EQUIPMENT OPERATOR I SOLID WASTE		1	1		
EQUIPMENT OPERATOR II SOLID WASTE		1	1	1	1
KNUCKLEBOOM DRIVER	1	1	1	1	1
MECHANIC	1	1	1	1	1
Grand Total	20	22	22	21	21

APPENDIX

STATISTICAL INFORMATION

CITY OF MONROE, GEORGIA
DEMOGRAPHIC AND ECONOMIC STATISTICS
LAST TEN YEARS

Fiscal Year	Population (1)	Personal Income* (in thousands)	Per Capita Personal Income (2)*	Median Age (1)	Housing Units (1)	Unemployment Rate (3)*	Wage & Salary Employment # of Jobs (2)*
2008	13,381	\$ 429,022	\$ 32,062	32	4,637	6.4 %	25,429
2009	13,534	425,306	31,425	32	4,637	10.3	24,047
2010	13,234	427,392	32,295	33	6,006	10.2	23,660
2011	13,349	458,338	34,335	33	6,250	9.9	24,286
2012	13,349	478,962	35,880	33	6,250	8.3	23,750
2013	13,349	482,339	36,133	33	6,212	7.5	24,443
2014	13,466	486,567	36,133	35	6,131	6.5	24,443
2015	13,664	447,728	32,767	36	6,446	5.3	25,178
2016	13,664	467,623	34,223	35	6,512	4.8	22,335
2017	13,478	485,801	36,044	32	5,379	3.8	33,151

(1) Source: U.S. Census Bureau - all numbers are estimates from the Census Bureau except for 2010.

(2) Source: Bureau of Economic Analysis

(3) Source: BLS/Georgia Stats UGA

* Data only available at the County level

OPERATING INDICATORS

Function	Fiscal Year				
	2017	2016	2015	2014	2013
Police					
Number of dispatches	38,403	38,353	47,513	45,624	46,763
Number of traffic citations issued	3,478	2,087	3,624	4,510	3,738
Fire					
Number of fire/EMS dispatches	2,596	2,531	2,223	2,063	2,045
Highways & Streets					
Street resurfacing (lane miles)	2.52	1.64	2.12	2.18	2.28
Housing & Development					
Value of new building construction (000's)	\$ 12,638	\$ 43,219 (1)	\$ 7,110	\$ 13,797 (2)	\$ 36,969
Number of permits issued	149	98	76	149 (3)	53
Utilities					
Cable & Internet					
Number of customers standard cable	3,703	4,119	4,348	4,607	4,784
Number of customers digital cable	188	-	49	36	-
Number of Internet customers	3,303	3,149	2,912	2,609	2,354
Number of phone customers	1,365	1,375	1,405	1,371	1,304
Electric					
Number of customers	6,286	6,252	6,191	6,154	6,117
Average daily consumption (KWh)	400,533	416,643	405,877	398,256	382,002
Natural gas					
Number of customers	3,756	3,716	3,692	3,700	3,708
Average daily consumption (MCF)	720	747	831	924	881
Wastewater					
Number of customers	6,863	6,834	6,804	6,757	6,762
Average daily sewage treatment (MGD)	1.770	1.700	1.700	1.600	1.540
Water					
Number of customers	9,136	9,059	8,986	8,941	8,876
Average daily consumption (000's)	1,763	1,842	1,731	1,615	1,628
Solid Waste Service					
Refuse collected (tons)	11,993	10,181	11,604	11,032	10,858
Recyclables collected (tons)	1,852	1,463	1,562	1,545 (4)	167
Number of residential customers	5,530	5,378	5,361	5,381	5,348
Number of commercial customers	622	650	625	655	682
Number of transfer station customers	15	15	15	16	16

Source: Various City Departments

CAPITAL ASSET STATISTICS BY FUNCTION

Function	Fiscal Year				
	2017	2016	2015	2014	2013
Administration					
Vehicles	12	12			
Code					
Vehicles	5	5			
Fire					
Stations	1	1	1	1	1
Vehicles	8	8			
Police					
Stations	1	1	1	1	1
Vehicles	43	52	44	46	45
Streets & Transportation					
Streets (miles)	81	80	80	80 (1)	75
Streetlights	1,136	1,136	1,136	1,136	1,136
Traffic Signals	3	3	3	3	3
Vehicles	28	28			
Utilities					
Cable & Internet					
Cable (miles)	270	267	267	267	267
Vehicles	10	10			
Electric					
Lines (miles)	186	185	185	185	185
Substations	3	3	3	3	3
Vehicles	21	21			
Natural Gas					
Mains (miles)	114	114	114	114	114
Vehicles	8	8			
Stormwater					
Vehicles	2	2			
Telecom					
Vehicles	1	1			
Wastewater					
Sanitary sewer (miles)	140	140	140	140 (2)	154
Maximum daily treatment capacity (MGD)	3.4	3.4	3.4	3.4	3.4
Vehicles	16	16			
Water					
Mains (miles)	218	218	218	215 (2)	241
Maximum daily treatment capacity (MGD)	10.0	10.0	10.0	10.0	10.0
Treated water storage capacity (MG)	1.5	1.5	1.5	1.5	1.5
Reservoir (raw) storage capacity (MG)	795.0	795.0	795.0	795.0	795.0
Vehicles	11	11			
Solid Waste Service					
Collection trucks	11	11	11	11	11
Recycling trucks	1	1	2	1	1
Transfer stations	1	1	1	1	1
Yard Trimmings trucks	3	3			
Administration vehicles	2	2			
GUTA-Georgia Utility Training Academy					
Vehicles	1	1			

Source: Various City Departments

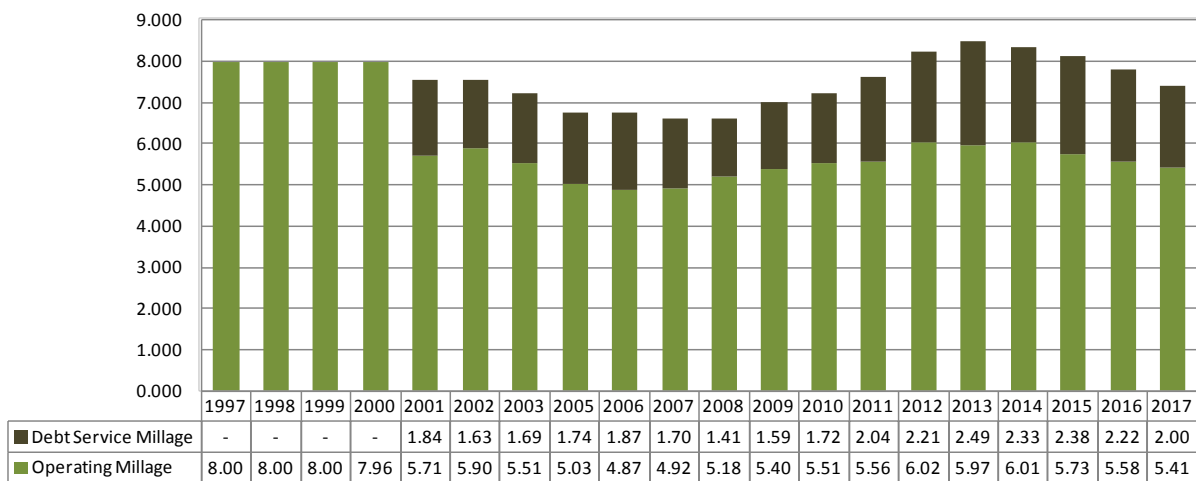
**PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS (1)
PER \$1,000 OF ASSESSED VALUE
LAST TEN YEARS**

Fiscal Year	City of Monroe, Georgia		
	Operating Millage	Debt Service Millage	Total City Millage
2008	5.189	1.412	6.601
2009	5.403	1.594	6.997
2010	5.512	1.728	7.240
2011	5.565	2.047	7.612
2012	6.020	2.211	8.231
2013	5.971	2.499	8.470
2014	6.017	2.336	8.353
2015	5.734	2.381	8.115
2016	5.582	2.220	7.802
2017	5.418	2.003	7.421

Source: Walton County Tax Assessors Office & Ga Dept of Revenue website

Note: Assessed values are established by the County Assessors on January 1 of each year at 40% of the actual value.

(1) Overlapping rates are those of local and county governments that apply to property owners within the City of Monroe.

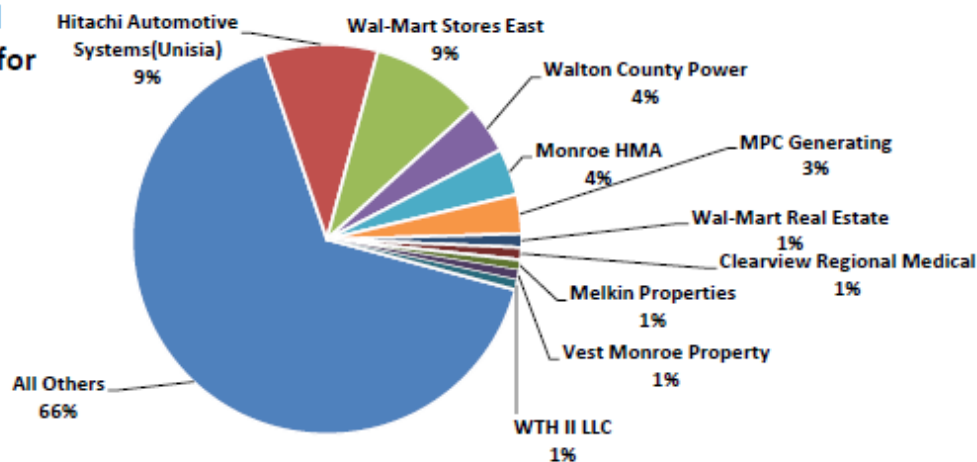


**PRINCIPAL PROPERTY TAXPAYERS
CURRENT AND NINE YEARS AGO
(amounts expressed in thousands)**

Taxpayer	2017			2008		
	Taxable Assessed Value	Rank	Percentage of Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Taxable Assessed Value
Hitachi Automotive Systems(Unisia)	\$ 37,400	1	9.438724 %	\$ 12,081	4	2.79 %
Wal-Mart Stores East	36,011	2	9.088179	8,264	5	1.91
Walton County Power	16,367	3	4.130577	36,495	1	8.42
Monroe HMA	15,330	4	3.868867	5,724	7	1.32
MPC Generating	12,894	5	3.254088	27,266	2	6.29
Wal-Mart Real Estate	4,407	6	1.112205			-
Clearview Regional Medical	4,017	7	1.01378			-
Melkin Properties	3,517	8	0.887593			-
Vest Monroe Property	3,265	9	0.823996			-
WTH II LLC	3,048	10	0.769231			-
Wal-Mart Distribution				13,715	3	3.16
E. Kenneth Murray				5,937	6	1.37
Windstream Georgia				5,324	8	1.23
Walton Ventures, Inc				4,256	9	0.98
Home Depot				3,893	10	0.90
Totals	<u>\$ 136,256</u>		<u>34.39 %</u>	<u>\$ 122,955</u>		<u>26.49 %</u>

Source: Walton County Tax Commissioner's Office

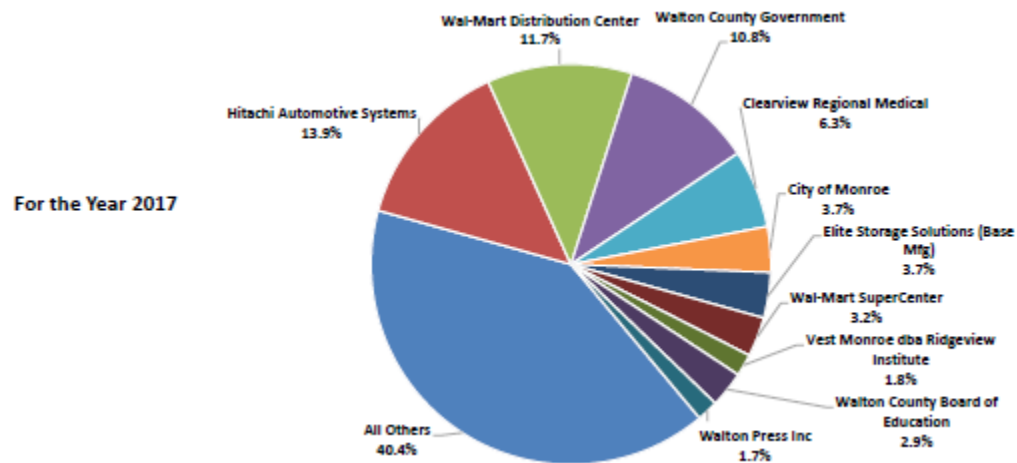
**Principal
Taxpayers for
2017**



PRINCIPAL EMPLOYERS

Employer	2017		
	Employees	Rank	Percentage of Total City Employment
Hitachi Automotive Systems	862	1	13.9 %
Wal-Mart Distribution Center	725	2	11.7
Walton County Government	667	3	10.8
Clearview Regional Medical	390	4	6.3
City of Monroe	228	5	3.7
Elite Storage Solutions (Base Mfg)	227	6	3.7
Wal-Mart SuperCenter	198	7	3.2
Vest Monroe dba Ridgeview Institute	110	8	1.8
Walton County Board of Education	180	9	2.9
Walton Press Inc	106	10	1.7
Angel Food Ministries			
State of Georgia			
Totals	<u>3,693</u>		<u>59.6 %</u>

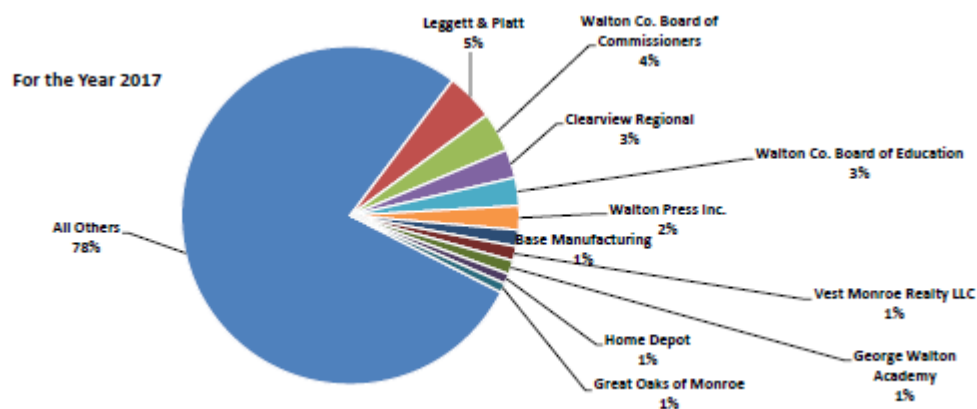
Source: City of Monroe Code Department



TOP TEN ELECTRIC CUSTOMERS

Customer	2017			
	Usage in MWh	Annual Revenue (in thousands)	Rank	Percentage of Total Revenues
Leggett & Platt	10,982	\$ 806	1	4.81 %
Walton Co. Board of Commissioners	6,872	868	2	3.77
Clearview Regional	4,816	474	3	2.71
Walton Co. Board of Education	3,988	487	4	2.87
Walton Press Inc.	3,888	402	6	2.30
Base Manufacturing	2,474	273	8	1.68
Vest Monroe Realty LLC	2,310	242	7	1.38
George Walton Academy	2,048	231	8	1.32
Home Depot	1,643	188	9	0.98
Great Oaks of Monroe	1,381	166	10	0.88
Southern Family Markets (BiLo)				
Quality Foods				
Totals	38,328	3,876		22.18
All Others	106,888	13,683		77.82
Annual Totals	148,186	\$ 17,488		100.00 %

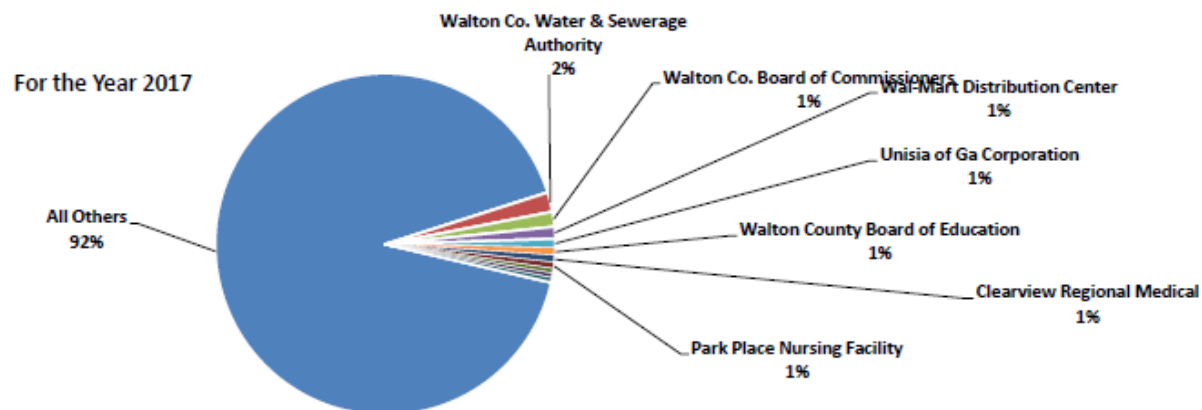
Source: City of Monroe Finance Department



TOP TEN WATER CUSTOMERS

Customer	2017			
	Usage in Gallons (thousands)	Annual Revenue (thousands)	Rank	Percentage of Total Revenues
Walton Co. Water & Sewerage Authority	51,260	\$ 88	1	1.88 %
Walton Co. Board of Commissioners	8,426	88	2	1.40
Wal-Mart Distribution Center	8,878	64	3	1.14
Unisia of Ga Corporation	8,812	41	4	0.87
Walton County Board of Education	3,087	33	5	0.70
Clearview Regional Medical	6,473	32	6	0.88
Park Place Nursing Facility	3,364	28	7	0.69
Doyle Energy Facility	2,303	21	8	0.44
Endwell Associates Inc	3,627	20	9	0.42
George Walton Academy	2,888	18	10	0.40
Thomas Concrete				
Home Depot				
Base Manufacturing				
Great Oaks				
Totals	98,688	402		8.60
All Others	547,414	4,318		81.60
Annual Totals	646,102	4,720		100.00 %

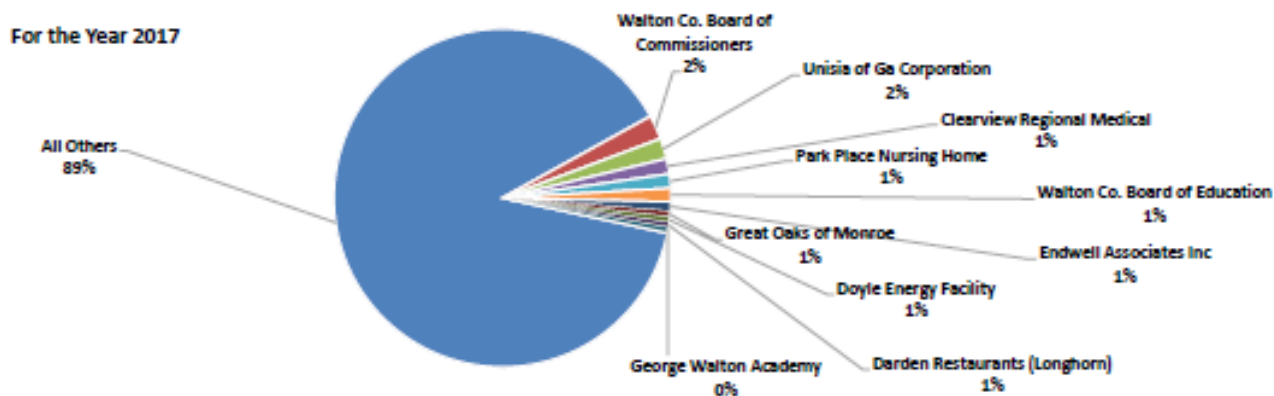
Source: City of Monroe Finance Department



TOP TEN SEWER CUSTOMERS

Customer	2017			
	Usage in Gallons (thousands)	Annual Revenue (thousands)	Rank	Percentage of Total Revenues
Walton Co. Board of Commissioners	8,723	\$ 88	1	2.31 %
Unisis of Ga Corporation	8,658	78	2	1.87
Clearview Regional Medical	6,178	68	3	1.46
Park Place Nursing Home	3,353	63	4	1.37
Walton Co. Board of Education	2,638	48	5	1.27
Endwell Associates Inc	3,387	38	6	0.83
Great Oaks of Monroe	1,810	21	7	0.54
Doyle Energy Facility	1,282	20	8	0.52
Darden Restaurants (Longhorn)	1,780	18	9	0.48
George Walton Academy	1,162	18	10	0.48
Base Manufacturing				
Sigan PET Inc				
Fresenius Medical Care				
Wal-Mart Store				
Totals	33,882	438		11.34
All Others		3,418		88.68
Annual Totals		\$ 3,856		100.00 %

Source: City of Monroe Finance Department

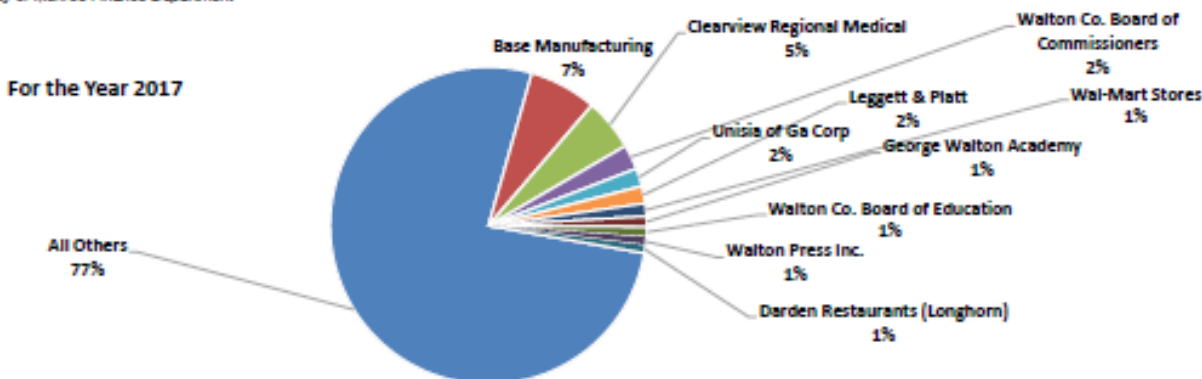


TOP TEN NATURAL GAS CUSTOMERS

Customer	2017			
	Usage in MCF	Annual Revenue (thousands)	Rank	Percentage of Total Revenues
Base Manufacturing	24,521	\$ 218	1	8.80 %
Clearview Regional Medical	17,154	188	2	6.30
Walton Co. Board of Commissioners	7,583	79	3	2.62
Unisis of Ga Corp	6,780	68	4	1.86
Leggett & Platt	6,578	66	5	1.78
Wal-Mart Stores	4,227	41	6	1.31
George Walton Academy	3,268	33	7	1.06
Walton Co. Board of Education	3,174	33	8	1.06
Walton Press Inc.	2,813	28	9	0.83
Darden Restaurants (Longhorn)	2,488	24	10	0.77
A Warrior Roofing				
Universal Rundle				
Wal-Mart Distribution				
Totals	78,404	781		23.34
All Others	189,341	2,400		78.88
Annual Totals	266,745	\$ 3,181		100.00 %

Source: City of Monroe Finance Department

City of Monroe Finance Department



FINANCIAL POLICIES

Financial Policies

The City of Monroe uses the following policies to assist with budget and fiscal management. Policies are formally adopted by Council and reviewed regularly for updates as needed.

Budget Policy

The Budget shall be prepared in full compliance with the State's Uniform Chart of Accounts, and with Generally Accepted Accounting Principles (GAAP) for Governments as promulgated by the Government Accounting Standards Board.

All Budgets shall be adopted at the legal level of budgetary control, which is the fund/department level (i.e. expenditures/expenses may not exceed the total appropriation for any department within a fund without the City Council's approval).

When applicable, project length budgets are adopted for the Capital Projects Fund. All annual appropriations lapse at fiscal year-end. Georgia law requires the City to adopt a balanced budget annually. A balanced budget is one in which budgeted funding sources equal budgeted expenditures and fund balance may be used to balance the budget. The City's expenses may not exceed the amounts appropriated, except in the case of an emergency or a contingency which was not reasonably foreseeable.

Revenue Policy

The City will budget revenues conservatively so that the chance of a revenue shortage during the year is remote.

The City shall strive to maintain a diversified and stable revenue structure to shelter it from short-term fluctuations in any primary revenue source. When possible, the City shall have a diversified revenue mix in order to minimize the impact of any economic downturns.

The City will make every effort not to become too dependent on one source of revenue in order to minimize serious fluctuations in any year.

The City will consider market rates and rates of comparable cities in the region when changing tax rates, fees, and charges. The City will review annually all fees and charges to assure that they maintain their inflation-adjusted purchasing power.

All cash donations to any department or agency of the City must be deposited with the Finance Director's Office. All purchases using such donations must be budgeted for and comply fully with the City's purchasing policies.

Cash Management and Investment Policy

All deposits must be fully collateralized as required by State law.

The City will aggressively pursue all revenues due, including past due utility bills, court tickets and fines, and property taxes, using whatever legal means are available.

The City will pay all obligations on or before the due date.

The City's cash management and investment policies are designed to emphasize safety of capital first, sufficient liquidity to meet obligations second, and the highest possible yield third. Those policies are outlined below:

The City will operate with the least number of bank accounts required by federal and state statutes and regulations and GAAP for governments. Consolidation of bank accounts makes investment decisions easier, and reduces staff time needed to reconcile monthly bank statements.

Accounting, Auditing and Financial Policy

The City will maintain its accounting records and issue its annual financial statements in accordance with Generally Accepted Accounting Principles (GAAP) as promulgated by the Government Accounting Standards Board (GASB).

The City shall have a qualified certified public accounting firm conduct an independent audit annually, as required by Georgia Law. Any deficiencies noted by the Auditors shall be corrected immediately by the Director of Finance.

Debt Policy

The City will attempt to fund capital improvements through net income of the utility systems, general revenues, and its portion of any SPLOST (Special Purpose Local Option Sales Tax) funds before resorting to long-term debt issuance. This will reduce the overall indebtedness and strengthen the City's creditworthiness.

The City will not issue notes or bonds to finance operating deficits. Adequate reserves will be maintained to assure this doesn't become necessary. No

bond or note will be issued to purchase a fixed asset that has a shorter useful life than the term of the debt instrument.

The City will issue general obligation bonds or capital outlay notes for necessary general government projects and either general obligation or revenue bonds for enterprise fund projects. The City may also use pooled capital lease funds from GMA and loans from the Georgia Environmental Facilities Authority (GEFA).

No debt will be issued which would increase the outstanding amount of debt above ten (10%) percent of the total assessed value of property within the City. The outstanding amount of debt in this calculation shall not include debt issued for improvements in the utility systems, because that debt will be repaid from charges for services, not from property taxes. These limitations are found in Article IX., Section V, Paragraph 1 and Article IX., Section VI, Paragraph 1 of the Georgia Constitution.

A firm source of revenue sufficient to make the anticipated debt service payments must be identified by the City Council before any capital outlay note, GEFA loan, GMA capital equipment lease, general obligation bond, or revenue bond is issued.

Further, good communication with bond-rating agencies will be maintained in full disclosure on every financial report as well as bond official statements will continue.

GLOSSARY

Glossary

Accounting System: The total structure of records and procedures that identify, record, classify, summarize and report information on the financial position and results of operations of a governmental unit or any of its funds.

Accrual Basis Accounting: A method of accounting in which revenues are recorded when measurable and earned, and expenses are recognized when a good or service is used.

Activity: A specific unit of work or service performed.

Ad Valorem Tax: A tax levied on the assessed value of real property. This tax is also known as property tax.

Adopted Budget: The Budget as formally approved by the City Council.

Amended Budget: The Adopted Budget as formally adjusted by the City Council.

Appropriation Ordinance: The official enactment by the City Council establishing the legal authority for the City officials to encumber or obligate and expend dollar resources.

Appropriation: An authorization made by the City Council which permits officials to incur obligations against and to make expenditures for a stated purpose. Appropriations are usually made for fixed dollar amounts and are typically granted for a one (1) fiscal year period.

Assessed Value: The value at which property is taxed. The Assessed value in the state of Georgia is forty percent (40%) of the fair market value.

Assessment: The process of making the official valuation of property for taxation.

Assets: Property owned by the City which has book or appraised monetary value.

Audit: A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls.

Authority: A government or public agency created to perform a single function of a restricted group of related activities. Usually such units are

financed from service charges, fees and tools, but in some instances they also have taxing powers. An authority may be completely independent of other governments or partially dependent upon other governments for its creation, its financing or the exercises of certain powers.

Balanced Budget: A budget in which revenues are equal to expenditures.

Balance Sheet: A statement purporting to present the financial position of an entity or fund by disclosing the value of its assets, liabilities, and equities as of a specified date.

Base Charge: The administrative cost/fee incurred by a customer for the expenses associated with utility and solid waste services.

Bond Discount: The excess of the face value of a bond over the price for which it is acquired or sold.

Bond Premium: The excess of the price at which a bond is acquired or sold over its face value.

Bond: A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specific rate.

Bonded Debt: The portion of indebtedness represented by outstanding bonds.

Budget Amendment: A budget amendment alters the total appropriation for a department or fund and requires approval by an ordinance passed by the Board of Commissioners.

Budget Calendar: The schedule of key dates or milestones which the City follows in the preparation, processing and adoption of the budget.

Budget Document: The official written statement prepared by the Budget office and supporting staff which presents the Proposed Budget to the City Council.

Budget Resolution: The official enactment by the City Council legally authorizing the Financial Director to obligate and spend resources.

Budget Transfer: Intra-department Transfer: A transfer from one account in a division to another within the same division that does not increase the

departments' total budget. These transfers may be made upon the approval of the Finance Director.

Budget: A plan of financial operation embodying estimates of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year.

CAFR: Comprehensive Annual Financial Report which is an audited and printed copy of the City's financial statement at the end of a given fiscal year.

Capital Assets/Expenditures: Capital outlay of five thousand dollars (\$5,000) or more that has a useful life in excess of two years.

Capital Improvement Program (CIP): A multi-year plan developed for capital improvements, which is updated annually. All improvements are to be made in accordance to this plan.

Capital Outlays: Expenditures for the acquisition of capital assets. Includes the cost of land, buildings, permanent improvements, machinery, large tools, rolling and stationary equipment.

Capital Projects Fund: A fund used to account for financial resources used for the acquisition or construction of major capital equipment or facilities.

Cash Basis: A basis of accounting under which transactions are recognized only when cash is received or disbursed.

CDBG: Community Development Block Grant.

Charter: The legal document in which the State of Georgia grants the City's authority.

Confiscated Assets Fund: This fund is used to account for the City's share of monies that have been forfeited through the court system that are restricted for law enforcement purposes.

Construction in Progress: The cost of construction work that has been started but not yet completed.

Contingency: A budgetary reserve set aside for emergencies or unforeseen expenditures.

Contractual Services: Items of expenditure for services the City receives from an Inter-Department Transfer or from an outside company. Utilities, rent, and postage are examples of contractual services.

COPS: Federal grants awarded to support community policing programs and other law enforcement initiatives.

Debt Service Fund: A fund established to account for the accumulation of resources for, and payment of, general long-term debt principal and interest.

Debt Service: Expenditures for principal and interest payments on loans, notes, and bonds.

Debt: An obligation resulting from the borrowing of money or from the purchase of goods and services.

Deficit: 1.) The excess of an entity's or fund's liabilities over its assets (See Fund Balance). 2.) The excess of expenditures or expenses over revenues during a single accounting period.

Delinquent Taxes: Taxes remaining unpaid after the due date. Unpaid taxes continue to be delinquent until paid, abated, or converted into a lien on property.

Department: A major unit of organization in the City of Monroe comprised of subunits named divisions or cost centers and responsible for the provision of a specific package of services.

Depreciation: (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. (2) The portion of the cost of a capital asset which is charged as an expense during a fiscal period.

Enterprise Funds: A fund established to account for operations that are financed and operated in a manner similar to private enterprise – where the intent of the governing body is to provide goods or services to the general public, charging user fees to recover financing costs. An example is the City of Monroe Combined Utility.

Expenditure: This term refers to the outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid. This term applies to governmental funds.

Expense: Outflows or other using up of assets or incurring of liabilities during a period from delivering or producing goods, rendering services or carrying out other activities that constitute the entity's ongoing major or central operations for example, depreciation. This term applies to Enterprise Funds.

Fiscal Year: A 12-month period of time to which the annual budget applies and at the end of which a governmental unit determines its financial position and the results of its operations.

Function: An accounting entity which is part of a fund. It is a compilation of all costs associated with a program or a department within a fund.

Fund Accounting: A method of accounting where resources are allocated to and accounted for in separate funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

Fund Balance: Fund Balance is the difference between assets and liabilities of a governmental fund. Because assets may include non-cash items, fund balances may not represent liquid assets.

Fund Equity: The excess of assets over liabilities. A portion of the equity may be reserved or designated; the remainder is Fund Balance.

Fund: A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities, or balances and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

FY: The abbreviation for Fiscal Year which the twelve (12) month period beginning on January 1st and ending on December 31st.

GAAP: Generally Accepted Accounting Principles as determined through common practice or as promulgated by the Governmental Accounting Standards Board, Financial Accounting Standards Board, or various other accounting standards setting bodies.

GEFA: Georgia Environmental Finance Authority (Formerly, Georgia Environmental Facilities Authority).

General Fund: A fund used to account for all transactions of a governmental unit that are not accounted for in another fund.

General Obligation Bonds: When the City pledges its full faith and credit to the repayment of the bonds it issues, then those bonds are general obligation (G.O.) bonds. Sometimes the term is also used to refer to bonds which are to be repaid from taxes and other general revenues.

GFOA: Government Finance Officers Association is a support organization whose purpose is to enhance and promote the professional management of governments for the public benefit.

GO Debt Service Fund: A fund established to account for the accumulation of resources for, and payment of the City's long-term debt principal and interest.

Governmental Funds: This category of funds includes typical governmental activities and includes funds such as the General Fund, Special Revenue Fund, and the Debt Service Fund. These funds are set up to measure current expendable financial resources (only current assets and current liabilities) and uses the modified accrual basis of accounting.

Grant: A contribution of assets (usually cash) from one government unit or organization to another. Typically, these contributions are made to local governments from the state or federal governments to be used for specific purposes and require distinctive reporting.

GUTA: The Georgia Utility Training Academy (GUTA) is a training facility specializing in natural gas, water, wastewater, confined space, trenching & shoring, flagging and fire training.

Hotel/Motel Fund: This fund is used to account for hotel/motel taxes collected that are restricted for promotion of trade and tourism in the City.

Insurance Premium Tax: Tax paid by insurance companies for premiums collected inside the City.

Interfund Loan: A loan made by one fund to another to be repaid at a later date.

Intergovernmental Revenue: Revenue from other governments in the form of entitlements, grants, shared revenues or payments in lieu of taxes.

Investment: Securities held for the production of income in the form of interest and dividends.

L.O.S.T. (Local Option Sales Tax): Tax levied at the rate of one percent which applies to the same items as the State sales tax, except that the local option sales tax also applies to sales of motor fuels. In order to impose this tax, the qualifying entity must submit a copy of a resolution showing more than one-half of the votes cast are in favor of the tax.

Lease-Purchase Agreements: Contractual agreements that are termed leases, but that in substance are purchase contracts.

Levy: To impose taxes, special assessments or service charges for the support of government activities.

Liabilities: Probable future sacrifices of economic benefits, arising from present obligations of a particular entity to transfer assets or provide services to other entities in the future as a result of past transactions or events.

Line-Item: A detailed classification of an expense or expenditures classified within each Department.

Long-Term Debt: Debt with a maturity of more than one year after the date of issuance.

Major Fund: A governmental fund or enterprise fund reported as a separate column in the basic fund financial statements. The general fund is always a major fund. Otherwise, major funds are funds whose revenues, expenditures/expenses, assets, or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all governmental or enterprise funds and a least 5 percent of the aggregate amount for all governmental and enterprise funds for the same item. Any other government or enterprise fund may be reported as a major fund if the government's officials believe that fund is particularly important to financial statement users.

Maturities: The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

Mill: One one-thousandth of a dollar of assessed value. A tax rate of one mill produces one dollar of taxes for each \$1,000 of assessed property valuation.

Millage: Rate used in calculating taxes based upon the value of property, expressed in mills per dollar of property value.

Mission: The mission statements included in Department budget requests are designed to inform the reader of the department's essential functions or activities/responsibilities/tasks they are charged to accomplish, as well as, the major services they provide.

Modified Accrual Basis: Governmental funds use the modified accrual basis of accounting. Revenues are recognized in the period in which they become both available and measurable. Expenditures are recognized at the time a liability is incurred.

Non-operating Expense: Proprietary fund expenses incurred in performance of activities not directly related to supplying the basic service by a governmental enterprise.

Non-operating Income: Propriety fund income that is not derived from the basic operations of such enterprises.

Objective: An objective is a decision about the amount of progress to be made within a specified period of time. It states in measurable and quantitative terms the results to be achieved within a specified time and plans the incremental steps to achieve the goal.

Operating Costs: Operating cost are proprietary (Enterprise) fund expenses that directly relate to the fund's primary service activities. For example: salaries and wages, expendable supplies, and contractual services.

Operating Transfer: Legally authorized inter-fund transfers from a fund receiving revenue to the fund that makes expenditures.

Ordinance: A formal legislative enactment by the governing body of a city. It is not in conflict with any higher form of law, such as state statute or constitutional provision; it has the full force and effect of law within the boundaries of the municipality to which it applies.

PAFR: The Popular Annual Financial Report is a report containing extracted accounting information specifically designed to be readily accessible and easily understandable to the general public and other interested parties without a background in public finance.

Performance Measures: Specific quantitative productivity measures of work performed within an activity or program. Also, a specific quantitative measure of results obtained through a program or activity.

Personal Property: Property that can be moved with relative ease, such as motor vehicles, boats, machinery, and inventoried goods.

Personal Services: Expenditures for the payment of salaries, wages and fringe benefits of employees.

Property Tax: Tax based on assessed value of a property, either real estate or personal. Tax liability falls on the owner of record as of the appraisal date.

Proprietary Funds: This category of funds often emulates the private sector and includes Enterprise Funds. These funds are set up to measure the flow of economic resources (all assets and liabilities) and use the accrual basis of accounting.

Rating: The credit worthiness of a city as evaluated by independent agencies, with AAA or Aaa being the highest.

Real Property: Land, buildings, permanent fixtures, and improvements.

Renewal & Replacement (utilities): The amount needed to replace an asset such as meters, conductors, utility mains, etc.

Reserve: (1) An account used to earmark a portion of fund balance to indicate that it has been earmarked for a particular purpose; and (2) an account used to earmark a portion of fund equity as legally segregated for a future use.

Resources: Total dollars, people, materials and facilities available for use including estimated revenues, fund transfers, and beginning fund balances.

Retained Earnings: An equity account reflecting the accumulated earnings of an enterprise or internal service fund.

Revenue Bonds: Bonds whose principal and interest are payable exclusively from earnings of an enterprise fund.

Revenue: Increases in the net current assets of a government fund type from other than expenditure refunds and residual equity transfers. Examples include property taxes, licenses and fees, and charges for services.

S.P.L.O.S.T. (Special Purpose Local Option Sales Tax): An additional 1 percent sales tax that may be imposed for a specific time period on the same items as the State sales tax. The tax may be levied with voter approval and must be used for specific capital projects or capital outlay.

Self-Insurance: The formal assumption or partial assumption of risks and the accounting of results. Specific accounts are set aside to fund the risks. Any losses which do occur are charged against those accounts or funds.

Special Revenue Fund: A fund used to account for the proceeds of specific revenue sources (other than expendable trust or major capital projects) that are legally restricted to expenditures for specified purposes.

Tax Anticipation Note (TAN): Borrowing by a local government against future anticipated tax revenue.

Tax Digest: The total assessed value of taxable property for a particular area.

Tax Levy: The total amount to be raised by general property taxes for operations and debt service purposes.

Tax: A compulsory charge levied by a governmental unit for the purpose of raising revenue. These revenues are used to pay for services or improvements provided for the general public benefit.

TE Grant: Transportation Enhancement Grant made available by the Georgia Department of Transportation (GDOT) to provide for sidewalks, street lighting and other improvements.

User Fees: Charges or fees established to recover part or all of the costs incurred in the provision of services by a government; based on the philosophy that the recipient of the benefit should pay for the services. Also called Charges for Service.



To: City Council
From: Logan Propes
Department: Administration
Date: 12/04/2018
Subject: 2019 Meeting Calendar

Budget Account/Project Name: N/A

Funding Source: N/A

Budget Allocation: N/A

Budget Available: N/A

Requested Expense: N/A

Company of Purchase:

Description:

Staff recommends the Council approve the 2019 Meeting Calendar as presented.

Background:

Staff has compiled a list of potential calendar dates that uses the general rule of first and second Tuesdays as meeting dates for Committee Work Sessions and Council Meetings respectively.

Notable exceptions are in the months of January due to the first Tuesday falling on the New Year's Day holiday and only one planned Council meeting in July due to the conflict of the MEAG Annual Power Meeting.

Attachment(s):

Proposed 2019 Meeting Calendars

CITY OF MONROE COUNCIL MEETING SCHEDULE FOR 2019

CALLED MEETINGS

January 8

February 5

March 5

April 2

May 7

June 4

August 6

September 3

October 1

November 5

December 3

REGULAR MEETINGS

January 15

February 12

March 12

April 9

May 14

June 11

July 2

August 13

September 10

October 8

November 12

December 10

2019

427

January

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

March

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

❖ July

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

❖ Please Note: There will be ONLY one July Meeting, which will be on Tuesday, July 2. The second Tuesday will be during the MEAG Power Annual Meeting (July 8-10, 2019).



To: City Council
From: Logan Propes
Department: Administration
Date: 12/11/2018
Subject: Surplus and sale of property to the Georgia Department of Transportation for E. Marable/N. Broad Intersection Improvement

Budget Account/Project Name: N/A

Funding Source: General Fund N/A

Budget Allocation: N/A

Budget Available: N/A

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

Description:

Staff recommends the Council declare surplus of 0.011 acres at the corner of E. Marable and N. Broad streets and authorize the sale of the surplus property to the Georgia Department of Transportation in the amount of \$500.00.

Motion 1: Declare as surplus 0.011 acres located at 420 N. Broad St.

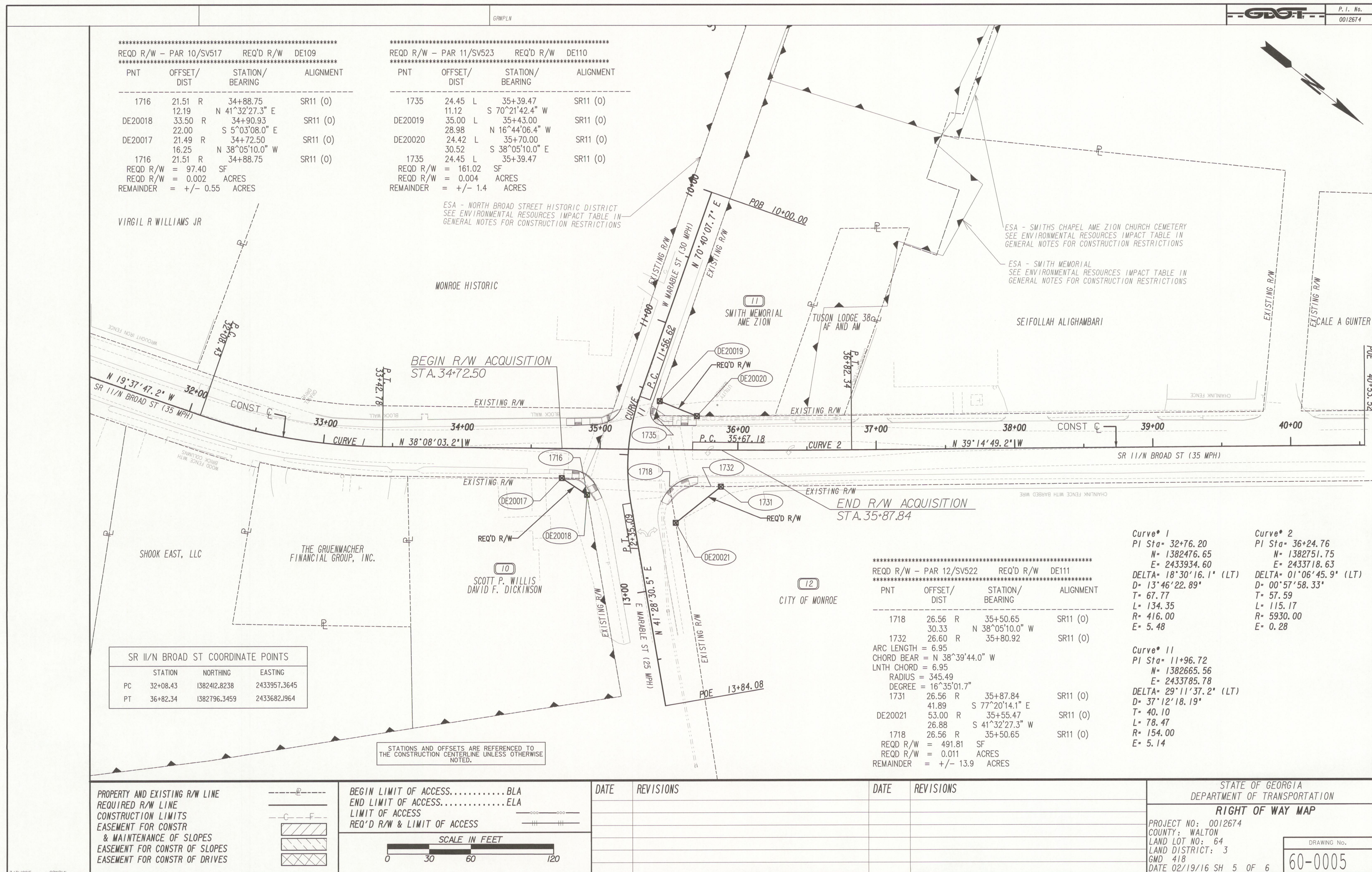
Motion 2: Authorize the sale of the 0.011 acres located at 420 N. Broad St. to the Georgia Department of Transportation in the amount of \$500.00.

Background:

GDOT is upgrading the intersection at all four corners of Marable and N. Broad Streets. As such they need to widen the lane slightly to create better ADA access to the sidewalks. This project will tie in to the current N. Broad Streetscape project and ultimately to the TAP grant.

Attachment(s):

Authorization Forms



REQD R/W - PAR 10/SV517 REQ'D R/W DE109

PNT	OFFSET/ DIST	STATION/ BEARING	ALIGNMENT
1716	21.51 R	34+88.75	SR11 (O)
	12.19	N 41°32'27.3" E	
DE20018	33.50 R	34+90.93	SR11 (O)
	22.00	S 5°03'08.0" E	
DE20017	21.49 R	34+72.50	SR11 (O)
	16.25	N 38°05'10.0" W	
1716	21.51 R	34+88.75	SR11 (O)
REQD R/W	= 97.40	SF	
REQD R/W	= 0.002	ACRES	
REMAINDER	= +/- 0.55	ACRES	

REQD R/W - PAR 11/SV523 REQ'D R/W DE110

PNT	OFFSET/ DIST	STATION/ BEARING	ALIGNMENT
1735	24.45 L	35+39.47	SR11 (O)
	11.12	S 70°21'42.4" W	
DE20019	35.00 L	35+43.00	SR11 (O)
	28.98	N 16°44'06.4" W	
DE20020	24.42 L	35+70.00	SR11 (O)
	30.52	S 38°05'10.0" E	
1735	24.45 L	35+39.47	SR11 (O)
REQD R/W	= 161.02	SF	
REQD R/W	= 0.004	ACRES	
REMAINDER	= +/- 1.4	ACRES	

VIRGIL R WILLIAMS JR

ESA - NORTH BROAD STREET HISTORIC DISTRICT
SEE ENVIRONMENTAL RESOURCES IMPACT TABLE IN
GENERAL NOTES FOR CONSTRUCTION RESTRICTIONS

ESA - SMITHS CHAPEL AME ZION CHURCH CEMETERY
SEE ENVIRONMENTAL RESOURCES IMPACT TABLE IN
GENERAL NOTES FOR CONSTRUCTION RESTRICTIONS

ESA - SMITH MEMORIAL
SEE ENVIRONMENTAL RESOURCES IMPACT TABLE IN
GENERAL NOTES FOR CONSTRUCTION RESTRICTIONS

SR 11/N BROAD ST (35 MPH)
N 19°37'47.2" W
32+00
CONST C

BEGIN R/W ACQUISITION
STA. 34+72.50

END R/W ACQUISITION
STA. 35+87.84

SR 11/N BROAD ST COORDINATE POINTS			
	STATION	NORTHING	EASTING
PC	32+08.43	1382412.8238	2433957.3645
PT	36+82.34	1382796.3459	2433682.1964

STATIONS AND OFFSETS ARE REFERENCED TO
THE CONSTRUCTION CENTERLINE UNLESS OTHERWISE
NOTED.

REQD R/W - PAR 12/SV522 REQ'D R/W DE111

PNT	OFFSET/ DIST	STATION/ BEARING	ALIGNMENT
1718	26.56 R	35+50.65	SR11 (O)
	30.33	N 38°05'10.0" W	
1732	26.60 R	35+80.92	SR11 (O)
ARC LENGTH	= 6.95		
CHORD BEAR	= N 38°39'44.0" W		
LNTH CHORD	= 6.95		
RADIUS	= 345.49		
DEGREE	= 16°35'01.7"		
1731	26.56 R	35+87.84	SR11 (O)
	41.89	S 77°20'14.1" E	
DE20021	53.00 R	35+55.47	SR11 (O)
	26.88	S 41°32'27.3" W	
1718	26.56 R	35+50.65	SR11 (O)
REQD R/W	= 491.81	SF	
REQD R/W	= 0.011	ACRES	
REMAINDER	= +/- 13.9	ACRES	

Curve* 1	Curve* 2
PI Sta= 32+76.20	PI Sta= 36+24.76
N= 1382476.65	N= 1382751.75
E= 2433934.60	E= 2433718.63
DELTA= 18°30'16.1" (LT)	DELTA= 01°06'45.9" (LT)
D= 13°46'22.89"	D= 00°57'58.33"
T= 67.77	T= 57.59
L= 134.35	L= 115.17
R= 416.00	R= 5930.00
E= 5.48	E= 0.28

Curve* 11
PI Sta= 11+96.72
N= 1382665.56
E= 2433785.78
DELTA= 29°11'37.2" (LT)
D= 37°12'18.19"
T= 40.10
L= 78.47
R= 154.00
E= 5.14

PROPERTY AND EXISTING R/W LINE
REQUIRED R/W LINE
CONSTRUCTION LIMITS
EASEMENT FOR CONSTR
& MAINTENANCE OF SLOPES
EASEMENT FOR CONSTR OF SLOPES
EASEMENT FOR CONSTR OF DRIVES

BEGIN LIMIT OF ACCESS.....BLA
END LIMIT OF ACCESS.....ELA
LIMIT OF ACCESS
REQ'D R/W & LIMIT OF ACCESS

SCALE IN FEET

0 30 60 120

DATE	REVISIONS	DATE	REVISIONS

STATE OF GEORGIA
DEPARTMENT OF TRANSPORTATION

RIGHT OF WAY MAP

PROJECT NO: 0012674
COUNTY: WALTON
LAND LOT NO: 64
LAND DISTRICT: 3
GMD 418
DATE 02/19/16 SH 5 OF 6

DRAWING No.
60-0005



Receipt for Brochure

TYPE: **BUSINESS**PROJECT # **N/A**PI# **00012674**COUNTY **WALTON**PARCEL **12**OWNER NAME/BUSINESS: **City of Monroe**PRESENT ADDRESS: **PO Box 1249, Monroe GA 30655**

I, the above named, do hereby certify that I have this date received a copy of the State of Georgia's Brochure "*What Happens When Your Property is Needed for a Transportation Facility*".

(OWNER SIGNATURE)

(DATE)GDOT REPRESENTATIVE: **Janet Hunt**PHONE #: **770-533-8307**EMAIL: **jhunt@dot.ga.gov**

(GDOT SIGNATURE)

(DATE)



Owner's Receipt of Plans & Explanation Acknowledgement

OWNER NAME/BUSINESS: City of Monroe

TYPE: FAMILY

PROJECT # N/A

PI# 00012674

COUNTY WALTON

PARCEL 12

MAILING ADDRESS: PO Box 1249, Monroe GA 30655

I have this date received the following full-sized and / or half-sized (to scale):

Right of Way plans, dated: 01/10/2018 Last revised: 07/20/2018

Roadway cross-section plans dated: _____
(Negotiator to initial and date bottom right corner of plans on date given to property owner.)

Driveway profiles (if applicable) dated: _____
(Negotiator to initial and date bottom right corner of plans on date given to property owner.)

Also, I acknowledge that the Right of Way Specialist Janet Hunt representing the Department has explained the above stated plans to me (us) and the effects of the proposed project on my (our) property as of this date.

City of Monroe
(OWNER NAME - PRINTED)

(OWNER SIGNATURE)

(OWNER NAME - PRINTED)

(OWNER SIGNATURE)

GDOT REPRESENTATIVE: Janet Hunt

PHONE #: 770-533-8307

EMAIL: jhunt@dot.ga.gov

(GDOT SIGNATURE)

(DATE)



Summary Statement Basis for Just and Adequate Compensation

1. Project No.: N/A County: WALTON Parcel: 12
P.I. # 00012674

2. Owner(s): City of Monroe
Address: PO Box 1249, Monroe GA 30655

3. Property Location: 420 N. Broad Street, Monroe, GA 30655

	FAIR MARKET VALUE	FAIR MARKET VALUE INCLUDING CERTAIN REMNANTS
--	-------------------	---

4. Estimated Value of Land and/or Easement:	<u>\$500.00</u>	<u>N/A</u>
---	-----------------	------------

Estimated Value of Improvement(s):

5. Estimated Value of all consequential or severance damages:	<u>N/A</u>	<u>N/A</u>
--	------------	------------

6. Estimated Value of Certain Remnant(s):	<u>N/A</u>	<u>N/A</u>
---	------------	------------

7. Total Estimated Fair Market Value:	<u>\$500.00</u>	<u>N/A</u>
---------------------------------------	-----------------	------------

(This value is the amount approved by the State for the purchase of the required property and does not contain conjectural decreases or increases in value caused by this project).

8. Division of Interests

NAME	KIND OF INTEREST	ESTIMATED VALUE
------	------------------	-----------------

<u>City of Monroe</u>	<u>Fee</u>	<u>\$500.00</u>
-----------------------	------------	-----------------

Total Estimated Fair Market Value:	<u>\$500.00</u>
------------------------------------	-----------------

9. If you wish to retain and remove, at your own expense, improvements owned by you, we will:

(a) Deduct at closing	<u>N/A</u>	(Salvage Value) and/or
-----------------------	------------	------------------------

(b) Deduct at Closing	<u>N/A</u>	(Performance Bond)
-----------------------	------------	--------------------

Total Withheld at Closing	<u>N/A</u>
---------------------------	------------

You may be entitled to certain benefits under our Relocation Assistance Program. As these benefits are of a special nature, they will be explained separately.

PREPARED BY: Janet Hunt

PHONE #: 770-533-8307

EMAIL: jhunt@dot.ga.gov

(NEGOTIATOR SIGNATURE)

(DATE)



Estimate of Appraisal Calculation

Project No.: N/A
P.I. # 00012674

County: WALTON

Parcel: 12

Owner(s): City of Monroe
Address: PO Box 1249, Monroe GA 30655

Property Location: 420 N. Broad Street, Monroe, GA 30655

Area of Total Property 13.91 acres

Area of Remainder Property: 13.80 acres Remainder Left _____ Right _____

Fee Acquisition Area: 0.011 acres x \$21,000 = \$231 Minimum Award: \$500

Easement Area: None acres x _____ x (factor, if applicable) = _____

Type Easement:

Improvement within Area of Acquisition:

<u>None</u>	<u>\$</u>
_____	<u>\$</u>
_____	<u>\$</u>
_____	<u>\$</u>
_____	<u>\$</u>
Total Estimated Value:	<u>\$500.00</u>

Prepared by: Janet Hunt

Date: 11/16/2018

Counter Offer Basis:

Support for improvement value must be attached or in data book.
Land value must be computed in accordance with DOT vs Gunnels.
Trees, landscaping, etc. must be evaluated based on DOT vs Willis.

The Review Appraiser reviews and establishes/concurs in the above unit values. These values are determined by an analysis of verified comparable sales, adjusted for dissimilarity, correlated to a unit value and incorporated in the project data book.

DATA BOOK APPROVED BY GEORGIA DOT _____

DATE



Russell R. McMurry, P.E., Commissioner
One Georgia Center
600 West Peachtree Street, NW
Atlanta, GA 30308
(404) 631-1000 Main Office

434

City of Monroe

PO Box 1249, Monroe GA 30655

Project No.: N/A PI#: 00012674 County: WALTON Parcel #: 12

The Department is in the process of purchasing property to improve the roadway designated above. In order to make this project possible, 0.011 acres or 491.81 square feet of your property in fee simple will be needed which is more particularly shown highlighted on the plat attached to the enclosed Option for Right of Way.

After careful consideration, the Department has determined an Estimate of Value of the property and/or rights to be purchased is \$500. This amount is an Estimate of Value based upon verified market sales of similar properties and was reviewed and approved by a State Certified Real Estate Appraiser. The attached form, entitled "Statement of Estimated Values", separates certain elements comprising the above listed value.

Our Right of Way Specialist, Janet Hunt located at District 1, Email: jhunt@dot.ga.gov, Phone: 770-533-8307 representing the Department, is authorized to explain this and discuss the full effect of the purchase and your rights as provided by law. They will also provide you with a brochure, which comprehensively outlines the procedures used in purchasing rights of way.

If you will agree to the terms expressed herein by signing the enclosed "Option For Right Of Way" and returning it to the Right of Way Specialist, it will be promptly submitted for closing and payment.

Sincerely,
Brent Cook

District Engineer
BY:
Jonathon Dills
District Right of Way Team Manager/or Consultant

:
Attachment(s)

cc:
GDOT District 1, 1475 Jesse Jewell Parkway, Gaineville, GA 30501

Revision Date: June 2018



Option for Right of Way

GEORGIA, WALTON COUNTY

PI#: 00012674

PARCEL 12

Received of The Department of Transportation, the sum of One (\$1.00) Dollar, the receipt whereof is hereby acknowledged, and in consideration thereof, and in consideration of the benefits derived by me from the proposed project mentioned herein, I bind myself, my heirs, executors and assigns as follows:

If the said Department of Transportation, shall within 60 days after date hereof pay me the sum of \$500.00 when the undersigned agrees to execute and deliver to the Department of Transportation fee simple title and easements to the land owned by the undersigned, which is shown reflected in color on the right of way map attached hereto and made a part hereof by reference, to be used for highway purposes on the SR 10/SR 10 Bus/SR 11/SR20/SR 81/SR83 & SR 138 @ 15 Loc, WALTON County, GA being Parcel 12 consisting of 0.011 acres in fee on Georgia Highway Project Number N/A.

It is agreed and understood that all TEMPORARY EASEMENTS are limited to the period required for the construction of said project and upon completion and acceptance of same by the Department of Transportation from the contractor, said TEMPORARY EASEMENT will terminate.

It is agreed and understood that I, or any tenant now in possession or any other persons having a claim or interest in subject property, will have not less than two (2) months from date of execution of a deed and easements or for residential properties three (3) months from the date replacement housing is available, whichever is greater to vacate the premises and that on vacating of said premises, only items of personal property will be removed, all items attached to the property and being classed as realty to remain. The above agreement to apply unless otherwise provided in Special Provision. If the Department of Transportation agrees to allow the Grantor or tenant in possession to occupy the subject premises beyond the two month period stated above, the person will be required to pay a rental fee of \$N/A, payable each month in advance. Subsequent to the date of transfer of title to the Department of Transportation and prior to vacation of subject premises, the person in possession will hold the Department harmless as to any claim in connection with the occupancy of said premises. The above option price includes payment for the right of way above described, together with all improvements wholly or partially situated thereon and the right to enter upon the adjacent lands not included in said required Right of Way and Easements for the purpose of removing or demolishing such improvements.

The undersigned further agrees that the Department will be designated an authorized agent for the removal of underground storage tank systems located wholly or partially in said right of way or easement.

SPECIAL PROVISIONS

Grantor may retain title to N/A for sum of \$N/A which shall be deducted from the option price at the time of closing; PROVIDED, he will obligate and firmly bind himself and his successors in title to strictly and faithfully comply with each of the following conditions:

1. Grantor will demolish or remove the above described improvements from the right of way, easements and set back area and clear said right of way, easements and set back area from the right of way sufficient to comply with County Building Code requirements; however, in the absence of County requirements, a minimum set back of 50 feet is required. All rubbish and debris must be removed to the satisfactions of authorized personnel of the Department of Transportation within 30 calendar days after notice to proceed.
2. Grantor will comply with all laws, ordinances, and regulations of building codes applicable to demolition or removal of buildings in Georgia and hold the Department of Transportation and the N/A harmless as to any claim in connection therewith.
3. It is understood and agreed that no utility connections shall be made or allowed to relocated structures across or from a limited access right of way, and it is understood and agreed that grantor has agreed to bargain, sell and convey to the Department of Transportation all existing utility rights, and the Department will not be liable in any way for utility reconnections adjacent to acquired rights of way or any subsequent location of improvements.
4. Grantor will leave on deposit with the Department of Transportation the additional sum of \$N/A which will be deducted from the aforesaid option price at closing. This sum will be held as a cash performance bond conditioned on the strict and faithful performance of the aforesaid obligations.

Time is expressly made of the essence of this Special Provision, and in the event grantor fails to comply with aforesaid obligations, all sums held by the Department of Transportation shall be retained as liquidated damages, and title to and the right to remove said structure shall vest in the Department of Transportation

OTHER PROVISIONS

The above offer includes N/A as cost cure for N/A.

Grantor may execute and deliver fee simple title to the Department of Transportation to the above referenced right of way and an additional N/A acres of land owned by the undersigned adjacent to and abutting on the above numbered highway for the total consideration of \$N/A which includes payment for the above referenced right of way requirements, other rights and conditions described herein and additional lands. This additional land is shown on the attached plat as Parcel No. N/A.

I, the undersigned, understand that I will have no current nor future "property interests" in any median-cut constructed on this project. That this, or any other median-cut, may be closed, relocated, or otherwise modified before, during or after the initial installation. This paragraph is not applicable unless median-cut construction pertains to this project.

The undersigned herein agrees for the same consideration, to provide, without cost to the Department of Transportation, a quit claim deed or such other releases as may be required by the closing attorney from any tenant now in possession of subject property and any other parties having a claim or interest in subject property.

It is further agreed for said consideration to convey and relinquish to the Department of Transportation all rights of access between the Limited Access Highway and approaches thereto on the above numbered Highway and all of the remaining real property of the undersigned except at such points as designated by the Department of Transportation. This paragraph is not applicable unless access rights are indicated on the attached plat.

The said parcel of land as above indicated is shown upon plans on file in the office of the Department of Transportation, Atlanta, Georgia, and said plans being identified as Project Number N/A.

I (We) do (do not) elect to retain improvements as set out in Special Provision.

I (We) do (do not) elect to execute and deliver deeds set out in Other Provisions.

Witness my hand and seal this ____ day of _____, 20____.

(L.S.)

(L.S.)

Signed, Sealed and Delivered
in the presence of:

Notary Public

ACCEPTED: DEPARTMENT OF TRANSPORTATION

BY: _____
District Right of Way Team Manager (Date)



Availability of Incidentar Payments: Claim Form

437

		PROJECT #		N/A	
PI#	00012674	COUNTY	WALTON	PARCEL	12
OWNER NAME/BUSINESS:		City of Monroe			DATE:
PHONE #:		SOCIAL SECURITY # OR FEI# (include SSN for each property owner)			
MAILING ADDRESS:		PO Box 1249, Monroe GA 30655			
PROPERTY ADDRESS:		420 N. Broad Street, Monroe, GA 30655			

This is to advise you that due to the acquisition of the above project and parcel, you are eligible for reimbursement for expenses you may have incurred due to the Georgia Department of Transportation purchasing your property. These expenses may include: 1. Pro-rata portion of taxes, and 2. Survey work. Pro-rata tax deductions are normally handled at closing on a total acquisition situation. However, if they are not, or in the event of condemnation, it will be **your** responsibility to provide to the Department of Transportation copies of your paid receipt(s) as described in Property Tax Payments section below.

1. Property Tax Payments are handled as follows:

A. For Total Acquisition of your property (by GDOT), a deduction for your pro-rata share of the taxes will be withheld at closing. Then, upon receipt of your property tax bill for the current year of acquisition, you should immediately forward the property tax bill to the Department (at address below) along with this letter for payment to tax authority.

B. For Partial Acquisition of your property (by GDOT), the Department will reimburse you for the pro-rata share of taxes on the portion of property acquired by the Department upon receiving a copy of your paid tax bill receipt. Paid property tax receipt(s) must be mailed to the Department with this letter and a completed W9 to the address below.

Mr. Wates Keller
Georgia Department of Transportation
Office of Rights of Way, 14th Floor – Right of Way Property Taxes
600 West Peachtree Street, N.W.
Atlanta, Georgia 30308

2. Survey Work Reimbursements are handled as follows:

You may also be eligible for reimbursement for **reasonable** survey fees to re-establish **existing** property corner pins that were removed as a result of construction of the project. Please note that it is your responsibility to obtain pre-approval from your assigned Right of Way agent, and to confirm construction completion prior to going forward with affected pin replacement. Your assigned Right of Way Agent for survey incidental benefits is:

Right of Way Agent: Janet Hunt Phone: 770-533-8307 Email: jhunt@dot.ga.gov

(1) Contact your Right of Way Agent before proceeding with survey; send estimate and obtain pre-approval.

(2) Your Right of Way Agent will need this completed claim form, survey estimate, and paid receipt in order to submit claim to General Office for reimbursement.

Survey Pre-Approval: For Department Use Only

Survey Estimate Amt: \$ _____ Date of Estimate: _____ Survey Reimbursement Amt Approved: _____

Pre-approved Signature (for Reimbursement): _____, GDOT Right of Way Project Manager

In order to file claim for payment of the above expenses, you must have paid receipt(s) to support your claim and the attached W9 is required. You must file within eighteen (18) months of the date your property was acquired, except survey fees, which must be filed within six (6) months after construction on the project is completed.

Sincerely,

Troy D. Byers
Rights of Way Administrator

Form W-9
(Rev. January 2003)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

Name	
Business name, if different from above	
Check appropriate box: <input type="checkbox"/> Individual/ Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other ▶	<input type="checkbox"/> Exempt from backup withholding
Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
City, state, and ZIP code	
List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note: If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number								
			+					
or								
Employer identification number								
			+					

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

Sign Here	Signature of U.S. person ▶	Date ▶
------------------	----------------------------	--------

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee.

Note: If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Foreign person. If you are a foreign person, use the appropriate Form W-8 (see **Pub. 515**, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien.

Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the recipient has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement that specifies the following five items:

- The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
- The treaty article addressing the income.
- The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
- The type and amount of income that qualifies for the exemption from tax.
- Sufficient facts to justify the exemption from tax under the terms of the treaty article.