



## Called Meeting

### AGENDA

March 6, 2018  
City Hall

- 
- I. **CALL TO ORDER**
  - II. **DEPARTMENT REPORTS**
    1. March Monthly Reports
  - III. **COMMITTEE INFORMATION**
    1. **Finance**
    2. **Airport**
      - a. **Hangar Maintenance**
      - b. **Hangar Build Contract**
      - c. **Hangar Rate Increase**
    3. **Public Works**
      - a. **Purchase - Street Sweeper**
      - b. **Great American Cleanup Week, April 16 - 20, 2018**
    4. **Utilities**
      - a. **Purchase - Gas Main Extension Materials for Mountain Creek Church Road**
      - b. **Approval - Out of State Travel for Telecom**
    5. **Public Safety**
      - a. **Purchase - K-9 and Out of State Training**
    6. **DDA**
    7. **Planning and Code**
    8. **Economic Development**
  - IV. **ITEMS OF DISCUSSION**
    - 1 **UPCOMING PUBLIC HEARINGS**

- a. **Rezone - 406 East Spring Street**
    - b. **Rezone - 1020 North Broad Street**
  2. **1st Reading - Zoning Ordinance Code Text Amendment**
  3. **1st Reading - Speed Zone Ordinance**
  4. **Resolution - Georgia Cities Week, April 22 - 28, 2018**
  5. **Scrivener's Error - Rezone / Annexation - Vine Street**
- V. **ADJOURN**



## Called Meeting

### AGENDA

March 6, 2018

**Item:**

March Monthly Reports

**Department:**

**Additional Information:**

**Financial Impact:**

**Budgeted Item:**

**Recommendation / Request:**

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [March Monthly Reports](#)



**MONTHLY**  
**DEPARTMENT**  
**REPORTS**  
**MARCH**  
**2018**

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**CENTRAL**  
**SERVICES**  
**MONTHLY REPORT**  
**MARCH**  
**2018**

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# CENTRAL SERVICES

## MONTHLY REPORT

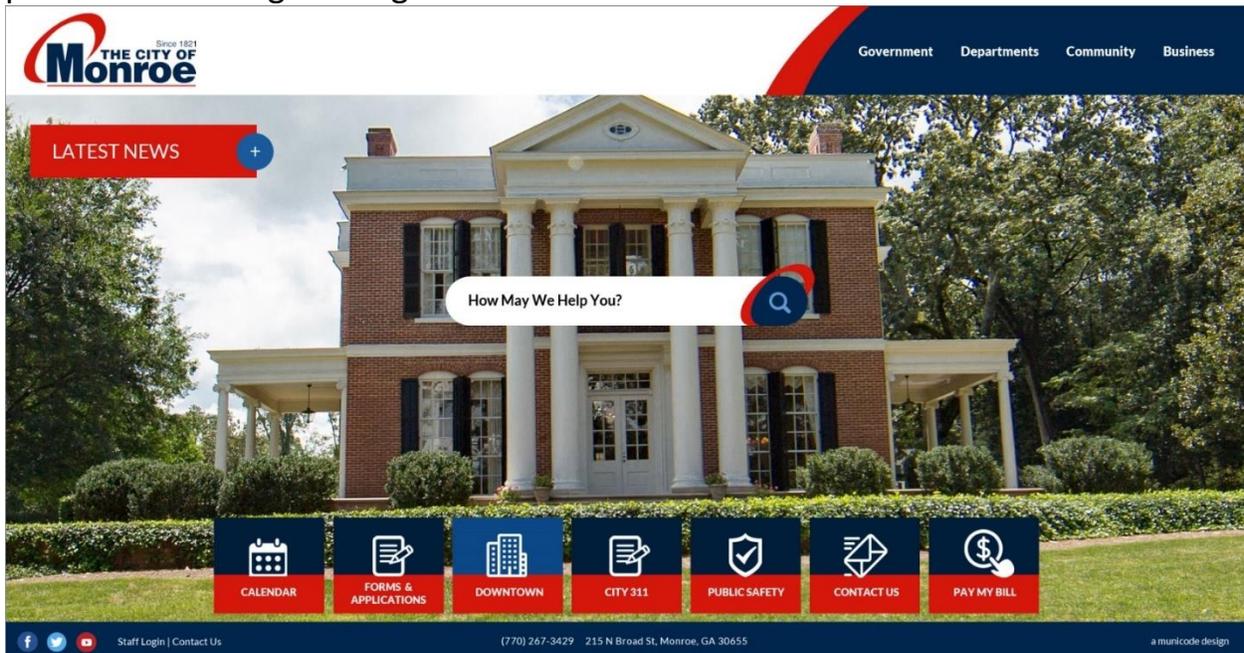
MARCH 2018

	2018 January	2018 February	2017 February	2017 March	2017 April	2017 May	2017 June	2017 July	2017 August	2017 September	2017 October	2017 November	2017 December	Monthly Average	Yearly Totals
<b>AIRPORT</b>															
100LL AvGas Sale Price	\$3.83	\$3.99	\$3.59	\$3.59	\$3.59	\$3.60	\$3.69	\$3.69	\$3.69	\$3.69	\$3.69	\$3.69	\$3.79	\$3.70	
Transactions	92	75	115	134	168	135	119	137	113	89	105	132	98	116	1512
Gallons Sold	3,073.1	2,328.6	3,411.1	4,097.8	5,382.6	4,045.5	3,276.7	3,640.5	3,291.0	2,616.6	2,778.0	4,446.2	3,305.7	3,514.9	45,693.2
Revenue	\$11,771.97	\$9,290.99	\$12,254.74	\$14,711.14	\$19,323.53	\$14,571.90	\$12,090.88	\$13,433.57	\$12,143.61	\$9,655.11	\$10,250.80	\$16,406.48	\$12,528.50	\$12,956.40	\$168,433.22
AvGas Profit/Loss	(\$180.12)	\$205.05	\$1,276.77	\$846.97	\$572.78	\$888.43	(\$1,743.50)	\$1,017.86	\$918.64	\$727.32	\$336.95	\$357.37	\$140.80	\$412.72	\$5,365.32
Airport Profit/Loss	(\$448.23)	\$5,218.12	\$6,121.84	\$6,422.05	\$4,739.03	(\$14,308.90)	\$5,303.00	(\$399.55)	(\$960.69)	(\$531.94)	\$847.51	\$4,890.31	\$4,143.87	\$1,618.19	\$21,036.42
<b>COMMUNITY SERVICE</b>															
Participants	1	0										0	1	0.5	2
Hours	4.0	0.0										0.0	8.0	3.0	12.0
<b>SAFETY PROGRAMS</b>															
Facility Inspections	8	5											3	5.3	16
Worksite Inspections	5	4											2	3.7	11
Modules Trained	0	0											0	0.0	0
<b>PURCHASING</b>															
P-Card Transactions	334	452	303	403	302	342	389	361	439	362	324	321	314	357.4	4,646
Purchase Orders	143	144	93	132	95	99	87	75	135	97	119	106	67	107.1	1,392
Sealed Bids/Proposals	0	0	2	0	0	0	1	1	3	3	2	0	2	1.1	14
<b>INFORMATION TECHNOLOGY</b>															
Workorder Tickets	91	83	52	76	84	60	79	60	70	55	60	56	67	68.7	893
<b>MARKETING</b>															
Newsletters Distributed	0	0	0	6,105	0	0	6,177	0	0	6,208	0	0	6,241	1,902.4	24,731
Public Awareness Material	0	0	7,984	7,984	0	2,250	0	0	0	100	0	100	160	1,429.1	18,578

# PROJECTS & UPDATES

## WEBSITE REDESIGN

In January, the process started of redesigning and rebuilding the City of Monroe website. After initial web conferences, and then making adjustments and additions to the scope, Municode was able to provide the City with a glimpse of one of the homepage screens we will use in the beginning. Currently, Municode is working on the transfer of data and files, to then incorporate into the rest of the website design. The options for Agenda programs has also been discussed with new solutions made available. The new solutions will allow for greater tracking and approval steps of agenda items, and will also build an automated email list for published meetings and agendas.



## FACILITIES MANAGEMENT

The roof at the old Water Treatment Facility should be completed the very first of March, weather permitting. The inside will be used for possible offices and laboratory spaces. The end of February provided a walkthrough design of the Plaza Shopping Center, along with any and all maintenance issues. Garland/DBS provided a scope and study of the roofing plan for the Fire Department, along with pre-bid meetings. The initial design phase of the City Hall drive thru is taking place, with a full-scale redesign of the customer service area in the lobby. This will offer a more

efficient process for the drive thru area, provided needed fixes to numerous issues, and make the customer service area a safer and more modern area. The library will see repairs to the trim wood work around the building, waterproofing of areas, and will then see new paint in March or April, weather permitting. There will also be a City Hall sign placed on the Broad Street side, matching the existing sign on Highland Avenue.

## **SAFETY PROGRAM & COMMITTEE**



The Safety Committee continues to routinely meet and discuss future implementation and involvement as the program strengthens. The training module system has provided many different types of weekly flyers and informational documents that are going out on a regular basis now. The topics covered so far have been workstation germs, safety promotion, and being a leader in awareness. We continue to, as a committee, to develop new and creative ways to more effectively influence the workforce and to better protect that workforce from possible safety concerns. Tommy Arnold, Safety Coordinator, has continued to perform weekly inspections that

address concerns and issues found at facilities and on jobsites, as he continues his daily activities of training personnel from other municipalities and organizations across the state of Georgia.

## **CHILDERS PARK**

The City is currently still removing dead or damaged trees, underbrush, and kudzu from the property with plans to replant City approved trees and place playground equipment, benches, and other park friendly items. Weather is currently delaying the removing and planting of trees in this and other areas. This will move forward with the original master plan for the improvements at the park which I hope to

have updated as the year moves along. This will be an always ongoing project that has plenty of potential for growth with the ability to provide a larger park for the citizens.

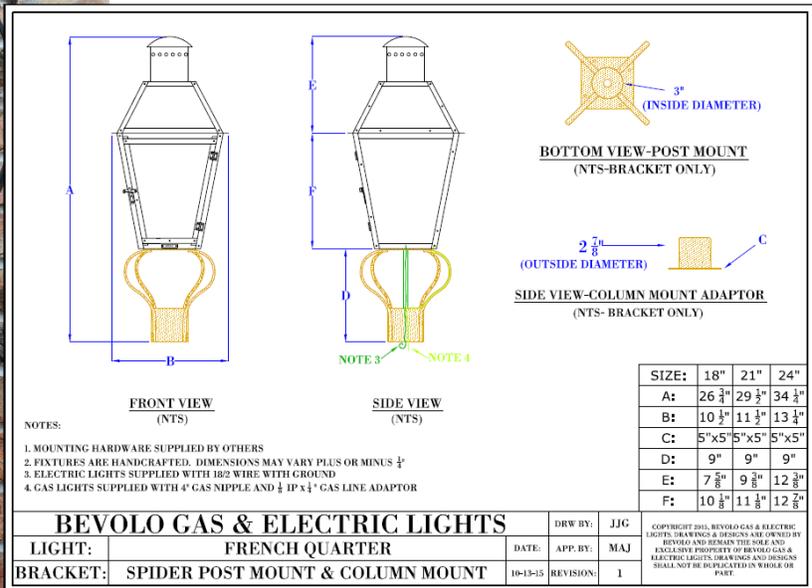
## IT DEPARTMENT HIRE

The Information Technology (IT) Division recently added a new part-time hire, Luke Roberts, to the staff to provide help with daily technical problems. This position will give the IT Division, that averages approximately 70 work orders per month, coverage from 7am to 7pm daily and hopefully allow for the quicker resolution of problems for City staff.

## NATURAL GAS FIXTURES



We have purchased the first set of natural gas fixtures for the On-Stage Walton building. These should be installed by the end of April depending on arrival dates. These fixtures,



with various designs, will be placed at the more historic city owned buildings in Monroe to include: Community Building, City Hall, Art Guild, Old City Hall, and Library. We hope this look adds a bit more of a nostalgic feel to the more historic areas of Monroe. It will also count as a huge contribution to our Natural Gas marketing plan (PAP) and the natural gas flow in the subsequent years will continually be counted towards our required marketing expense through this PAP plan.



**CODE**

**DEPARTMENT**

**MONTHLY REPORT**

**March**

**2018**

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The Code Department of the City of Monroe respectfully submits this report to the Mayor and Council. It is the intent of this report to highlight statistics, specific job duties, and any job functions related to the Code Department during the time period of January 1, 2018 thru January 31, 2018.

### **Statistics:**

- Total Calls: 357
- Total Minutes: 18:13:41
- Total Minutes/Call: 3:04
- Code Inspections: 32
- Total Permits Written: 31
- Amount collected for permits: \$4,626.00
- Check postings for Miscellaneous Revenue: 90

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

- **New Businesses:** 7
  - B & L PERFORMANCE GARAGE LLC
  - GEORGIA CREW OUTFITTERS-residential
  - LEGEND AUTO SALES
  - MAR FOOD SERVICE LLC D/B/A CHURCH'S FRIED CHICKEN-change of ownership
  - THE POSH CAKERY
  - UNLIMITED MECHANICAL SERVICES LLC-residential
  - MONROE SMALL ENGINE REPAIR
- **Closed Businesses:** 3
  - FAIZAN ENTERPRISES INC D/B/A MR. QUICK – change of ownership
  - G AND P 786 INC D/B/A VALERO FOOD MART – sale fell thru – deleted license
  - ALLSTAR ALARMS & SOUND

### **Major Projects**

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

### **Code Department:**

- Receiving business license payments, affidavits and identification. Reviewing all documents and updating changes in system.
  - Making numerous phone calls regarding insufficient paperwork and/or incorrect amounts for license payments
  - Receipting payments for 2018 business licenses –323 payments
  - Creating new applications for alcohol licenses
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- Reviewing new alcohol ordinance and new procedures
  - Process paperwork (check requests) for overpayments on business license
  - Permit Applications – Parade, Road Race ect
  - Processing paperwork for alcohol licenses
  - Checking turn on list from utilities and contacting businesses that have not purchased business licenses
  - Checking all businesses for delinquent city and county personal property taxes prior to accepting payments for licenses
  - Researching state license requirements for businesses
  - Updating spread sheets regarding business licenses, number of employees, E-Verify #'s etc.
  - Applications for PTVR registrations
  - Printing invoices and preparing to mail
  - Issuing permits for Building, Electrical, Plumbing and HVAC
  - Scheduling inspections for contractors.
  - Entering district data into the property system for reports.
  - Scheduling Planning and Zoning and Historic Preservation meetings and attending
  - Taking minutes for Planning & Zoning and Historic Preservation meetings and preparing them
  - Taking and recording complaints.
  - Researching Zoning Inquiries.
  - Responding online inquiries.
  - Cleaning up expired permits.
  - Inspecting and processing nuisance housing projects – see attached.

### **City Marshal:**

- Patrolled city daily.
- Removed 36 signs from road way.
- Wrote 258 repair / cleanup orders and Re-inspections (see attached report)
- Transported city funds for deposit to banks daily.
- Investigated 2 utility tampering and theft cases. (8 citations issued)
- Represented city in Municipal Court.

### **Historic Preservation Commission:**

NONE

### **Planning Commission:**

Request for Variance – 206 N Midland Avenue – Recommend to deny

Request for Rezone & Annexation – 389 & 0 Gene Bell Road – Recommend to approve.

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**DEMOLITION AND CLEANUP**

ADDRESS	OWNER	DISPOSITION	NOTES
<b>2016</b>			
203 Bold Springs Ave	Bobby Carrell	Corp. building demolished.	Negotiated removal of the Corp. building by Dec. 15. The Rock Gym will be addressed in 2017. The remainder of the buildings will be secured from entry. No action taken on securing the buildings or the Rock Gym 02-17-17. This case to be escalated to ensure compliance. <b>Owner to provide plan for disposal of demo debris and securing of the buildings by 03-03-17. Never done. Debris pile burned 4-21-17. Burned debris still not removed 05-10-17. A new case will be established without regard to any previous negotiations.</b>
339 N. Madison Ave	Scott Collins	Property under contract. New owner to remodel.Sale to remodeler fell through. Case proceeding as originally intended.	No response sent to Attorney's office
408 Ash St	Arnold prop.	Trash being removed via dumpsters	Property cleanup underway. Legal action postponed as long as progress is being made.
410 Ash St	Arnold prop.	Trash being removed via dumpsters	Property cleanup underway. Legal action postponed as long as progress is being made.
412 Ash St	Arnold prop.	Trash being removed via dumpsters	Property cleanup underway. Legal action postponed as long as progress is being made.
510 Harris St	Premier Property Ventures LLC	Legal service underway	No response sent to Attorney's office
514 Harris St	Henry Albert Jackson Jr. c/o Mattie Bates	Legal service underway	No response sent to Attorney's office
1101 S. Madison Ave	Gaynor Bracewell	Legal service underway	Notice sent late 11-21-16
<b>2017</b>			
525 N. Broad St.	Matthew Kuruvilla	Pending Demo Memo and response 01-30-17	Exhibit "A" and pictures prepared. 30 days to respond. Owner has decided to demolish the building and The convenience store and redevelop the property in light of the Cities North Broad St. Project. Entered into agreement to remove in 60 Days from 02-06-17. <b>No action taken to this point.04-13-17 Case to be forwarded to the City attorney. Demolition permit purchased 06-06-17. Demolition completed on structure. consent agreement is incomplete. Renewing action to ensure completion. Demolition complete.</b>
400 Mill St.	CMA Development, LLC	Documenting deficiencies and Renewing case	Exhibit "A" and pictures prepared. 30 days to respond <b>Demolition permit purchased 04-10-17 Demolition complete</b>
421 Ash St.	Charlie and Tessie Ann Clark	Documenting deficiencies and Renewing case. Tack service to original owner. 04-10-17 Discovered that property was acquired by Michael Reese 03-07-17. We will have to add or substitute him as the defendant.	Exhibit "A" and pictures prepared. 30 days to respond. <b>The case is going to court in May. New owner Michael Reese, who purchased in March at the tax sale is the current defendant and has been served. Reese indicated the original owners do not want to release redemption rights so the case will proceed as intended.</b>
317 S. Madison Ave	Rivermeade Rentals / Hope Monroe	Demo Memo sent	Exhibit "A" and pictures prepared. 30 days to respond. <b>Hope Monroe LLC Purchased a demolition permit. Demolition date is pending. Demolition Complete.</b>
513 Roberts St.	Ada Lou Etchison / John Brown	Demo Memo sent / 04-07-17 Owner wants to enter into a consent order for demolition by the City. He cannot afford and is physically unable to remove the structure himself.	Exhibit "A" and pictures prepared. 30 days to respond. <b>The owner has responded and is willing to sign off on a consent order allowing the City to remove the structure. He states he has neither the means or physical ability to do so himself. Consent order to allow demolition by the City.</b>
410 Ash St	Arnold prop.	Progress being made defacto land fill being removed.	permits pulled, clean up and <b>demolition underway. Demolition complete</b>
412 Ash St	Arnold prop.	Progress being made defacto land fill being removed.	permits pulled, clean up and <b>demolition underway. Demolition complete</b>
Colley St.	Colley Davis LLC	Gryffon investments pulled permit 03-28-17. Being removed 04-10-17	Demolition complete cleanup and grassing underway. <b>Demolition complete</b>
Colley St.	Colley Davis LLC	Gryffon investments pulled permit 03-28-17. Being removed 04-10-17	Demolition complete cleanup and grassing underway. <b>Demolition complete</b>
Colley St.	Colley Davis LLC	Gryffon investments pulled permit 03-28-17. Being removed 04-10-17	Demolition complete cleanup and grassing underway. <b>Demolition complete</b>
Bell St.	Colley Davis LLC	Gryffon investments pulled permit 03-28-17	Demolition complete cleanup and grassing underway. <b>Demolition complete</b>

Bell St.	Colley Davis LLC	Gryffon investments pulled permit 03-28-17	Demolition complete cleanup and grassing underway. <b>Demolition complete</b>
410 Davis St.	Open Wells LLC	Gryffon investments pulled permit 03-28-17	block building to be removed. <b>Demolition complete.</b>
830 HWY 138	Liberty First Bank	Demo Memo sent. Demo permit pulled / possible training burn for the FD	House address is 319 Carwood Dr. <b>This property is to be used in a training burn 04-28-17. Demolition complete.</b>
830 HWY 138	Liberty First Bank	additional structure being discussed for demolition. Lee Garrett has committed to addressing the additional structures and the open well on site.	Structures located at the end of Reed St.
339 N. Madison Ave.	Hope Monroe	Substitution of defendant from Scott Collins to Bill Shea then to Hope Monroe.	City seeking consent order. Hope Monroe negotiating for purchase and rehab. Awaiting purchase by Hope Monroe LLC, with a commitment to properly rehab the property. <b>To be rehabed by Hope Monroe LLC. No action to date, 06-06-17. Still no progress 09-14-17 referred to attorneys for further action. This property is currently (09-25-17) being slated for demolition by Hope Monroe in order to build a new home in its place.</b>
1101 S. Madison Ave	Bill Shea	Substitution of defendant from Gaynor Bracewell	City Seeking consent order. Consent order signed 04-13-17 with 120 days to rehab'd or demolished or after 150 days the City will Remove the structure. Currently under stop work order due to damaged asbestos siding for an environmental assesment. <b>Owner attempting repairs to current code standards per consent agreement within 120 days. August 2017. Deadlines not met. The city will demolish this structure after securing an order from the Municipal court judge.</b>
510 Harris St	Premier Property Ventures LLC	Legal service underway. Completed and heard in court.	No response sent to Attorney's office. Order to demolish obtained from Judge Samuels. <b>Demolition complete</b>
514 Harris St	Henry Albert Jackson Jr. c/o Mattie Bates	Legal service underway. Completed and heard in court.	No response sent to Attorney's office. Order to demolish obtained from Judge Samuels. <b>Demolition complete</b>
203 Bold Springs Ave	Bobby Carrell	Securing of Elem. School next step. Rock Gym is waiting for investor. Roof to be removed.	Negotiated removal of the Corp. building by Dec. 15, 2016. The Rock Gym will be addressed in 2017. The remainder of the buildings will be secured from entry. No action taken on securing the buildings or the Rock Gym 02-17-17. This case to be escalated to ensure compliance. <b>Owner to provide plan for disposal of demo debris and securing of the buildings by 03-03-17. Never done. Debris pile burned 4-21-17. Burned debris still not removed 05-10-17. A new case will be established without regard to any previous negotiations. No response yet. Sent to city attorneys for processing. Defendant had the date changed because it conflicted with a trip he had planned. Solicitor, code office and the court had no knowledge of the change. Found out when a courtesy call to the defendant to appear was made.</b>
417 Shamrock Dr.	Sadie Thornton	Held up by legal. Nuisance needs to be abated. Investigations have concluded. New investigations have arisen.	Owner desires to remove the nuisance. We need an order from the court for nuisance abatement. <b>Working on a consent order to demolish as soon as new investigations are complete. Consent order in place awaiting completion of investigations or deadline whichever is first.</b>
123 W. Marable St.	Sierra Hester	demo memo sent.	awaiting response to demo memo. <b>The owner expressed the intent to demolish the structure. Demolition complete.</b>
706 Marable St.	Bobby Carrell	demo memo sent.	awaiting response to demo memo. <b>No response yet. Sent to city attorneys for processing. Supposed to be in court 08-31-17. Defendant had the date changed because it conflicted with a trip he had planned. Solicitor, code office and the court had no knowledge of the change. Found out when a courtesy call to the defendant to appear was made.</b>
327 Bold Springs Ave.	Duane Wilson	demo memo sent.	Awaiting response to demo memo. Sent 09-14-17
203 Bold Springs Ave	Bobby Carrell Corp building	Training burn, Debris never remove 09-25-17	Corps building burned debris and foundation remain. Nuisance building abated. Subsequent owner to remove debris and foundation.
<b>2018</b>			
1101 S. Madison Ave	Bill Shea	Substitution of defendant from Gaynor Bracewell	City Seeking consent order. Consent order signed 04-13-17 with 120 days to rehab'd or demolished or after 150 days the City will Remove the structure. Currently under stop work order due to damaged asbestos siding for an environmental assesment. <b>Owner attempting repairs to current code standards per consent agreement within 120 days. August 2017. Deadlines not met. The city will demolish this structure after securing an order from the Municipal court judge. Carryover from 2017 to be demolished after agreement to donate to the city is completed.</b>

513 Roberts St.	Ada Lou Etchison / John Brown	Demo Memo sent / 04-07-17 Owner wants to enter into a consent order for demolition by the City. He cannot afford and is physically unable to remove the structure himself.	Exhibit "A" and pictures prepared. 30 days to respond. <b>The owner has responded and is willing to sign off on a consent order allowing the City to remove the structure. He states he has neither the means or physical ability to do so this himself. <i>Consent order to allow demolition by the City. Completed in February 2018</i></b>
1452 S. Broad St.	Suntrust Bank NE GA Trust for Elaine Hodges	Demolished in cooperation with the Owner and the Bank	Completed in February 2018
307 Turner St.	H A Apts & Houses	demolition permit purchased	To be completed in March 2018
319 S. Madison Ave	John Howard Howard Bros. construction and Development Inc.	Two demolition permit purchased	To be completed in March 2018

Date	Location	Issue Type	Statue	Follow Up Date	Resolution
12/15/2017	1238 MADISON AVE	PARKING VEHICLE ON PROPER SURFACE	R/C OPEN	1/26/2018	MAKING PROGRESS
12/15/2017	1238 MADISON AVE	OPEN OUTDOOR STORAGE	R/C OPEN	1/26/2018	MAKING PROGRESS
12/15/2017	1238 MADISON AVE	JUNK IN YARD	R/C OPEN	1/26/2018	MAKING PROGRESS
1/2/2018	LOPEZ LN.	JUNK VEHICLE IN ROADWAY AREA OF 952	CLOSED	1/17/2018	VEHICLE TOWED AWAY
1/2/2018	953 LOPEZ LN.	MANNER OF PARKING IN ROADWAY MORE THAN 12" FROM CRUB	CLOSED	1/17/2018	VEHICLE TOWED AWAY
1/2/2018	723 MASTER DR.	JUNK IN YARD	CLOSED	1/17/2018	YARD CLEANED
1/2/2018	723 MASTERS DR.	PARKING VEHICLE ON PROPER SURFACE	CLOSED	1/17/2018	VEHICLE MOVED
1/2/2018	935 LOPEZ LN.	JUNK WOOD/ITEMS IN YARD	R/C OPEN	1/17/2018	CLEANED UP
1/2/2018	942 LOPEZ LN.	JUNK ITEMS IN YARD/TRASH	R/C OPEN	1/17/2018	CLEANED UP
1/3/2018	449 N. BROAD ST.	TRASH IN PARKING LOT/GROUND	OPEN	1/9/2018	CITATION ISSUED
1/5/2018	339 HOLLY HILL	VEHICLE PARKED IN YARD	OPEN	1/9/2018	CITATION ISSUED
1/9/2018	140 VICTORY DR.	OLD WOOD/JUNK IN YARD	R/C OPEN	1/24/2018	CLEANED UP
1/9/2018	143 VICTORY DR.	OLD CARPET/JUNK IN YARD	R/C OPEN	1/24/2018	CLEANED UP
1/9/2018	132 5TH ST.	JUNK ON PORCH/JUNK IN YARD	R/C OPEN	1/24/2018	CLEANED UP
1/9/2018	136 5TH ST	TRASH/JUNK IN YARD	R/C OPEN	1/24/2018	CLEANED UP
1/9/2018	139 5TH ST.	JUNK ON RIGHT SIDE OF RESIDENCE	R/C OPEN	1/24/2018	CLEANED UP
1/9/2018	106 3RD ST.	WOOD/JUNK IN BACK YARD	R/C OPEN	1/24/2018	CLEANED UP
1/9/2018	118 4TH ST.	JUNK/TRASH IN YARD	R/C OPEN	1/24/2018	CLEANED UP
1/9/2018	133 3RD ST.	TRASH/JUNK IN YARD	R/C OPEN	1/24/2018	CLEANED UP
1/9/2018	1251 S. MADISON AVE	JUNK/TRASH IN YARD	R/C OPEN	1/24/2018	CLEANED UP
1/9/2018	449 N. BROAD ST.	TRASH/LITTER IN GROUNDS	COURT DATE 3-8-18	1/9/2018	CITATION ISSUED
1/9/2018	339 HOLLY HILL	VEHICLE PARKED IN YARD	COURT DATE 3-8-18	1/9/2018	CITATION ISSUED
1/10/2018	1238 S. MADISON AVE	JUNK VEHICLES IN YARD	CLOSED	1/11/2018	MOVED
1/10/2018	414 WALTON ST.	CAMPER PARKED IN FRONT YARD	R/C OPEN	1/11/2018	MOVED

1/10/2018	PARKED WALTON ST.	VEHICLE PARKED IN YARD	R/C OPEN	1/11/2018	HOME OWNER/NURSING HOME
1/10/2018	606 BREEDLOVE DR.	GARBAGE COLLECTION PROCEDURES	R/C OPEN	1/11/2018	MOVED
1/10/2018	1226 S. MADISON AVE	VEHICLE PARKED IN YARD	CLOSED	1/14/2018	MOVED
1/10/2018	1221 S. MADISON AVE.	PARKING VEHICLE IN FRONT YARD	CLOSED	1/14/2018	MOVED
1/10/2018	1215 S. MADISON AVE.	PARKING VEHICLE ON PROPER SURFACE	CLOSED	1/14/2018	MOVED
1/10/2018	1213 S. MADISON AVE.	PARKING VEHICLE ON PROPER SURFACE	CLOSED	1/14/2018	MOVED
1/10/2018	206 S. MADISON AVE.	SIGN ORDINANCE	CLOSED	1/10/2018	REMOVED
1/10/2018	1212 S. MADISON AVE.	PARKING VEHICLE ON PROPER SURFACE	CLOSED	1/14/2018	MOVED
1/10/2018	1208 S. MADISON AVE.	PARKING VEHICLE IN FRONT YARD	CLOSED	1/14/2018	MOVED
1/10/2018	1126 S. MADISON AVE	JUNK ITEMS IN BACK YARD	R/C OPEN	1/26/2018	CLEANED UP
1/10/2018	511 S. MADISON AVE.	PARKING IN FRONT YARD	CLOSED	1/14/2018	MOVED
1/10/2018	319 S. MADISON AVE	EXTERIOR DOOR STANDING OPEN	R/C OPEN	1/29/2018	FIXED
1/10/2018	319 S. MADISON AVE.	WINDOWS BROKEN OUT OF RESIDENCE	R/C OPEN	1/29/2018	FIXED
1/10/2018	1244 S. MADISON AVE	WOOD/JUNK ITEMS ON DRIVE WAY	R/C OPEN	1/29/2018	CLEANED UP
1/10/2018	1244 S. MADISON AVE.	VEHICLE, FLAT TIRES, W/O TAG	R/C OPEN	1/29/2018	CLEANED UP
1/10/2018	1224 S. MADISON AVE	PARKING VEHICLE IN FRONT YARD	CLOSED	1/14/2018	MOVED
1/11/2018	206 WALKER DR.	TRASH/JUNK IN YARD. JUNK VEHICLE	R/C OPEN	1/27/2018	MOVED/CLEAN
1/11/2018	127 MARABLE ST.	JUNK IN THE YARD	R/C OPEN	1/27/2018	CLEANED UP
1/11/2018	139 MARABLE ST.	JUNK/TRASH IN YARD	R/C OPEN	1/27/2018	CLEANED UP
1/11/2018	142 MARABLE ST.	JUNK/TRASH IN YARD	R/C OPEN	1/27/2018	CLEANED UP
1/11/2018	308 DAVIS ST.	WOOD, MISC JUNK IN YARD	R/C OPEN	1/27/2018	CLEANED UP
1/11/2018	406 PINE PARK ST.	OLD TIRES/JUNK IN YARD	R/C OPEN	1/27/2018	CLEANED UP
1/11/2018	104 NORRIS ST.	OLD WOOD, TRASH IN YARD	R/C OPEN	1/27/2018	CLEANED UP
1/11/2018	212 WALKER DR.	MISC, JUNK AROUND RESIDENCE	R/C OPEN	1/27/2018	CLEANED UP
1/11/2018	215 WALKER DR.	TRASH/JUNK ITEMS IN YARD	R/C OPEN	1/27/2018	CLEANED UP
1/11/2018	303 WALKER DR.	JUNK, TRASH IN BACK YARD	R/C OPEN	1/27/2018	CLEANED UP
1/11/2018	313 WALKER DR.	TRASH IN FRONT YARD	R/C OPEN	1/27/2018	CLEANED UP
1/11/2018	317 WALKER DR.	PARKING VEHICLE I FRONT YARD	R/C OPEN	1/15/2018	MOVED

1/11/2018	316 WALKER DR.	JUNK, TRASH IN BACK YARD	R/C OPEN	1/27/2018	CLEANED UP
1/11/2018	338 WALKER DR.	WOOD, JUNK ITEMS IN YARD	R/C OPEN	1/27/2018	CLEANED UP
1/11/2018	108 NOWELL ST.	JUNK METAL IN YARD	R/C OPEN	1/27/2018	HOMEOWNER IN HOSPITALS
1/11/2018	119 NOWELL ST.	JUNK, TRASH IN YARD	R/C OPEN	1/27/2018	CLEANED UP
1/11/2018	837 STORE HOUSE CT.	ELECTRIC TAMPERING (THEFT)	R/C OPEN		OPEN INVESTIGATION
1/12/2018	320 GLEN IRIS DR.	JUNK VEHICLE, OPEN-OUTDOOR STORAGE	R/C OPEN	1/28/2018	CLEANED UP
1/12/2018	326 GLEN IRIS DR	JUNK VEHICLE, BROKEN FENCE	R/C OPEN	1/28/2018	
1/12/2018	417 EDWARDS ST.	PARKING VEHICLE ON PROPER SURFACE	R/C OPEN	1/28/2018	MOVED
1/12/2018	430 EDWARDS ST.	JUNK VEHICLE, TRASH/JUNK IN YARD	R/C OPEN	1/28/2018	CLEANED UP
1/12/2018	109 GLEN IRIS DR.	OPEN-OUTDOOR STORAGE	R/C OPEN	1/28/2018	CLEANED UP
1/12/2018	129 GLEN IRIS DR.	PARKING VEHICLE ON PROPER SURFACE	R/C OPEN	1/28/2018	MOVED
1/12/2018	125 BRYANT RD.	PARKING VEHICLE ON PROPER SURFACE	R/C OPEN	1/28/2018	MOVED
1/12/2018	133 BRYANT RD.	PARKING VEHICLE ON PROPER SURFACE	R/C OPEN	1/28/2018	MOVED
1/12/2018	207 BRYANT RD.	OLD SINK IN FRONT YARD	R/C OPEN	1/28/2018	MOVED
1/12/2018	215 BRYANT RD.	PARKING VEHICLE ON PROPER SURFACE	R/C OPEN	1/28/2018	MOVED
1/12/2018	219 BRYANT RD.	PARKING VEHICLE ON PROPER SURFACE	R/C OPEN	1/28/2018	MOVED
1/12/2018	303 BRYANT RD.	OLD WOOD, JUNK IN YARD	R/C OPEN	1/28/2018	CLEANED UP
1/12/2018	307 BRYANT RD.	JUNK VEHICLES, PARKING VEHICLES IN YARD	R/C OPEN	1/28/2018	MOVED
1/12/2018	320 KNIGHT ST.	UNLAWFUL USE (E)	COURT DATE 3-8-18		CITATION ISSUED
1/16/2018	707 S. MADISON AVE.	JUNK/TRASH IN YARD	R/C OPEN	2/1/2018	CLEANED UP
1/16/2018	710 LAWENCE ST.	JUNK/OLD VEHICLE IN YARD	R/C OPEN	2/1/2018	
1/16/2018	670 MICHAEL CIR.	VEHICLE PARTS/JUNK IN YARD	R/C OPEN	2/1/2018	CLEANED UP
1/16/2018	907 AMBER TR.	PARKING VEHICLE ON PROPER SURFACE	R/C OPEN	2/1/2018	CLEANED UP
1/16/2018	553 MICHAEL CIR.	OLD DESK IN FRONT YARD	R/C OPEN	2/1/2018	CLEANED UP
1/16/2018	517 MICHAEL CIR.	VEHICLE PARTS/JUNK IN YARD	R/C OPEN	2/1/2018	CLEANED UP
1/16/2018	407 PLANTATION DR.	DUMPSTER/VEHICLES PARKED IN YARD	R/C OPEN	2/1/2018	MOVED
1/16/2018	215 MOBLEY CIR.	JUNK WOOD/ JUNK ITEMS IN YARD	R/C OPEN	2/1/2018	CLEANED UP

1/16/2018	208 MOBLEY CIR.	CAMPER PARKED IN FRONT YARD	R/C OPEN	2/1/2018	MOVED
1/16/2018	208 MOBLEY CIR.	PARKING OF VEHICLE ON PROPER SURFACE	R/C OPEN	2/1/2018	CLEANED UP
1/22/2018	618 MARABLE ST.	REFRIGERATOR, JUNK IN YARD	R/C OPEN	2/7/2018	MOVED
1/22/2018	820 HICKORY DR.	JUNK IN YARD	R/C OPEN	2/7/2018	CLEANED UP
1/22/2018	845 HICKORY DR.	JUNK VEHICLE NO TAG	R/C OPEN	2/7/2018	MOVED
1/22/2018	832 FAWNFIELD DR.	VEHICLE ON LOCATION WITH FLAT TIRE, NO TAG	R/C OPEN	2/7/2018	MOVED
1/22/2018	813 FAWNFIELD DR.	JUNK/TRASH IN YARD	R/C OPEN	2/7/2018	CLEANED UP
1/22/2018	712 DAVIS ST.	JUNK/TRASH IN YARD	R/C OPEN	2/7/2018	CLEANED UP
1/22/2018	707 DAVIS ST.	TRASH.JUNK IN YARD	R/C OPEN	2/7/2018	CLEANED UP
1/22/2018	614 DAVIS ST.	JUNK/TRASH IN YARD	R/C OPEN	2/7/2018	CLEANED UP
1/22/2018	602 DAVIS ST.	JUNK ITEMS IN YARD/TRASH	R/C OPEN	2/7/2018	CLEANED UP
1/22/2018	301 PANNELL RD.	JUNK,TRASH,CAR PARTS IN YARD	R/C OPEN	2/7/2018	CLEANED UP
1/23/2018	141 HUBBARD ST.	VEHICLE PARKED IN YARD	R/C OPEN	2/8/2018	MOVED
1/23/2018	200 HUBBARD ST.	VEHICLE PARKED IN YARD	R/C OPEN	2/8/2028	MOVED
1/23/2018	207 HUBBARD ST.	VEHICLE PARKED IN YARD	R/C OPEN	2/8/2018	MOVED
1/23/2018	206 HUBBARD ST.	VEHICLE PARKED IN YARD	R/C OPEN	2/8/2018	MOVED
1/23/2018	222 HUBBARD ST.	2 JUNK VEHICLES IN YARD	R/C OPEN	2/8/2018	
1/23/2018	214 HUBBARD ST.	JUNK VEHICLE IN YARD,	R/C OPEN	2/8/2018	MOVED
1/23/2018	906 ALCOVY ST.	JUNK ITEMS IN YARD, VEHICLE PARKED IN YARD	R/C OPEN	2/8/2018	CLEANED UP
1/24/2018	105 W. FAMBROUGH ST	LARGE AMOUNT OF JUNK ON LOT	R/C OPEN	2/9/2018	
1/24/2018	335 BOLD SPRINGS AVE.	TRASH IN YARD	R/C OPEN	2/9/2018	CLEANED UP
1/24/2018	317 BOLD SPRINGS AVE.	JUNK ITEMS ON TRAILOR/TRUCK	R/C OPEN	2/9/2018	CLEANED UP
1/24/2018	343 N. MADISON AVE.	VEHICLE SITTING ON BLOCKS	R/C OPEN	2/9/2018	MOVED
1/24/2018	789 HICKORY DR.	LARGE AMOUNT OF JUNK IN YARD	R/C OPEN	2/9/2018	
1/24/2018	105 VINE ST.	PARKING OF VEHICLE ON PROPER SURFACE	R/C OPEN	2/9/2018	MOVED
1/24/2018	1209 ALCOVY ST.	TRASH/JUNK IN YARD	R/C OPEN	2/9/2018	CLEANED UP
1/24/2018	1610 S. BROAD ST.	JUNK CARS PARKED ON GRASS	R/C OPEN	2/9/2018	MOVED
1/24/2018	918 ALCOVY ST.	OLD BURNED TRAILER IN YARD	R/C OPEN	2/9/2018	MOVED

1/25/2018	712 W. CREEK CIR.	JUNK ITEMS IN YARD	R/C OPEN	2/10/2018	CLEANED UP
1/26/2018	1432 S. BROAD ST.	JUNK ITEMS IN YARD	R/C OPEN	2/11/2018	CLEANED UP
1/29/2018	122 NOWELL ST. APT N	JUNK/TRASH IN YARD	R/C OPEN	2/11/2018	CLEANED UP
1/29/2018	122 NOWELL ST. APT M	JUNK/TRASH IN YARD	R/C OPEN	2/11/2018	CLEANED UP
1/29/2018	122 NOWELL ST. APT L	JUNK/TRASH IN YARD	R/C OPEN	2/11/2018	CLEANED UP
1/29/2018	122 NOWELL ST. APT K	JUNK/TRASH IN YARD	R/C OPEN	2/11/2018	CLEANED UP
1/29/2018	122 NOWELL ST. APT J	JUNK/TRASH IN YARD	R/C OPEN	2/11/2018	CLEANED UP
1/29/2018	122 NOWELL ST. APT I	JUNK/TRASH IN YARD	R/C OPEN	2/11/2018	CLEANED UP
1/29/2018	122 NOWELL ST. APT H	JUNK/TRASH IN YARD	R/C OPEN	2/11/2018	CLEANED UP
1/29/2018	122 NOWELL ST. APT G	JUNK/TRASH IN YARD	R/C OPEN	2/11/2018	CLEANED UP
1/29/2018	122 NOWELL ST. APT F	JUNK/TRASH IN YARD	R/C OPEN	2/11/2018	CLEANED UP
1/29/2018	122 NOWELL ST. APT E	JUNK/TRASH IN YARD	R/C OPEN	2/11/2018	CLEANED UP
1/29/2018	122 NOWELL ST. APT D	JUNK/TRASH IN YARD	R/C OPEN	2/11/2018	CLEANED UP
1/29/2018	122 NOWELL ST. APT C	JUNK/TRASH IN YARD	R/C OPEN	2/11/2018	CLEANED UP
1/29/2018	122 NOWELL ST. APT B	JUNK/TRASH IN YARD	R/C OPEN	2/11/2018	CLEANED UP
1/29/2018	122 NOWELL ST. APT A	JUNK/TRASH IN YARD	R/C OPEN	2/11/2018	CLEANED UP
1/29/2018	127 W. MARABLE ST.	JUNK/TRASH IN YARD	R/C OPEN	2/11/2018	CLEANED UP
1/29/2018	119 NOWELL ST.	JUNK/TRASH IN YARD, OPEN OUTDOOR STORAGE	R/C OPEN	2/11/2018	CLEANED UP
1/30/2018	132 ATHA ST.	TRASH,OLD POTS, MISC JUNK IN YARD	R/C OPEN	2/15/2018	CLEANED UP
1/30/2018	120 ATHA ST	BOXES, OLD PIPE IN YARD	R/C OPEN	2/15/2018	CLEANED UP
1/30/2018	114 ATHA ST.	JUNK/TRASH IN YARD	R/C OPEN	2/15/2018	CLEANED UP
1/30/2018	1032 S. MADISON AVE.	OLD VEHICLES IN YARD	R/C OPEN	2/15/2018	MOVED
1/30/2018	104 NORRIS ST.	JUNK TRASH IN YARD	R/C OPEN	2/15/2018	CLEANED UP
1/30/2018	1115 S. MADISON AVE	LARGE AMOUNT OF JUNK ITEMS ON PROPERTY	R/C OPEN	2/15/2018	CLEANED UP
1/31/2018	307 STOKES ST.	OLD WOOD, MISC JUNK ITEMS IN YARD	R/C OPEN	2/16/2018	CLEANED UP
1/31/2018	311 STOKES ST	OLD WOOD, JUNK IN YARD	R/C OPEN	3/1/2018	CLEANED UP
1/31/2018	529 LAWRENCE ST.	TRASH/JUNK IN YARD	R/C OPEN	2/23/2018	CLEANED UP

2/1/2018	IRVING STREET APT.	JUNK/TRASH ON PROPERTY	R/C OPEN	2/17/2018	EXTENDED
2/1/2018	518-B GREEN ST.	JUNK/TRASH IN YARD	R/C OPEN	2/17/2018	CLEANED UP
2/1/2018	518-A GREEN ST.	JUNK/TRASH IN YARD	R/C OPEN	2/17/2018	CLEANED UP
2/1/2018	515 GREEN ST.	OLD VEHICLES IN DRIVEWAY	R/C OPEN	2/17/2018	CLEANED UP
2/1/2018	514-B GREEN ST.	TRASH/JUNK ITEMS IN YARD	R/C OPEN	2/17/2018	CLEANED UP
2/1/2018	514-A GREEN ST	TRASH/JUNK IN YARD	R/C OPEN	2/17/2018	CLEANED UP
2/1/2018	132 PERRY ST.	TRASH/JUNK IN YARD	R/C OPEN	3/14/2017	CLEANED UP
2/1/2018	127 PERRY ST	TRASH/JUNK IN YARD	R/C OPEN	2/17/2018	CLEANED UP
2/1/2018	121 PERRY ST	TRASH/JUNK IN YARD	R/C OPEN	2/17/2018	CLEANED UP
2/1/2018	113 PERRY ST.	JUNK/TRASH IN YARD	R/C OPEN	2/17/2018	CLEANED UP
2/1/2018	121 MORROW ST.	JUNK WOOD/ MISC JUNK IN YARD	R/C OPEN	2/17/2018	
2/5/2018	118 OAK ST.	JUNK IN YARD	R/C OPEN	2/21/2018	CLEANED UP
2/5/2018	520 OAK ST.	OLD VEHICLE IN YARD	R/C OPEN	2/21/2018	MOVED
2/6/2018	140-A TANGLEWOOD DR.	TRASH/JUNK IN YARD	R/C OPEN	2/22/2018	
2/6/2018	319-B TANGLEWOOD DR.	2 OLD VEHICLES IN YARD	R/C OPEN	2/22/2018	
2/6/2018	300-B TANGLEWOOD DR.	TRASH IN YARD	R/C OPEN	2/22/2018	
2/6/2018	237-B TANGLEWOOD DR.	OLD VEHICLE PARKED IN YARD	R/C OPEN	2/22/2018	
2/6/2018	232-B TANGLEWOOD DR.	TRASH/JUNK IN YARD	R/C OPEN	2/22/2018	
2/6/2018	205-A TANGLEWOOD DR.	TRASH IN YARD	R/C OPEN	2/22/2018	
2/6/2018	124-B TANGLEWOOD DR.	OLD VEHICLE BEHIND RESIDENCE	R/C OPEN	2/22/2018	
2/6/2018	124-A TANGLEWOOD DR.	OLD VEHICLE BEHIND RESIDENCE	R/C OPEN	2/22/2018	
2/8/2018	1302 S. BROAD ST.	JUNK IN YARD	R/C OPEN	2/24/2018	
2/8/2018	1216 S. BROAD ST.	JUNK IN YARD	R/C OPEN	2/24/2018	
2/8/2018	445 GLENWOOD DR.	WOOD PALLETTS IN YARD	R/C OPEN	2/24/2018	
2/8/2018	421 GLENWOOD DR.	JUNK ITEM IN YARD	R/C OPEN	2/24/2018	
2/8/2018	405 SHAMROCK DR.	TALL GRASS/ YARD IS A MESSY	R/C OPEN	2/24/2018	
2/14/2018	910 DAVIS ST.	JUNK IN YARD, BROKEN DOWN VEHICLE	R/C OPEN	3/2/2018	
2/14/2018	720 LACY ST.	JUNK IN YARD, BROKEN DOWN VEHICLE	R/C OPEN	3/2/2018	

2/14/2018	504 HARRIS ST.	JUNK/TRASH IN YARD	R/C OPEN	3/2/2018	
2/14/2018	1005 NEW LACY ST.	TRASH IN YARD	R/C OPEN	3/2/2018	
2/14/2018	513-A MAPLE LN.	JUNK, WOOD, BROKEN DOWN VEHICLE	R/C OPEN	3/2/2018	
2/14/2018	513-B MAPLE LN.	JUNK IN YARD	R/C OPEN	3/2/2018	
2/14/2018	1238 S. MADISON AVE	JUNK, TIRE, TRASH IN YARD	R/C OPEN	3/2/2018	
2/14/2018	1238 S. MADISON AVE	NO GRASS, YARD IS A MUD HOLE	R/C OPEN	3/2/2018	
2/15/2018	900 ROSEWOOD LN.	JUNK IN YARD	R/C OPEN	3/3/2018	
2/15/2018	909 ROSEWOOD LN	TRASH IN YARD, OLD PARTS	R/C OPEN	3/3/2018	
2/15/2018	912 ROSEWOOD LN.	TRASH/JUNK	R/C OPEN	3/3/2018	
15-Feb	916 ROSEWOOD LN.	OLD VEHICLE PARTS	R/C OPEN	3/3/2018	
2/19/2018	837 FAWNFIELD DR.	TRASH/JUNK	R/C OPEN	3/7/2018	
2/19/2018	834 FAWNFIELD DR.	JUNK IN YARD	R/C OPEN	3/7/2018	
2/19/2018	829 FAWNFIELD DR.	OLD BIKES/JUNK	R/C OPEN	3/7/2018	
2/20/2018	1409 MEADOW COURT	TARSH/JUNK	R/C OPEN	3/8/2018	
2/20/2018	1408 MEADOW COURT	OLD VEHICLE WITH FLAT TIRES	R/C OPEN	3/8/2018	
2/20/2018	1702 MEADOW TRACE	TRASH	R/C OPEN	3/8/2018	
2/20/2018	1703 MEADOW TRACE	OLD WOOD/JUNK IN YARD	R/C OPEN	3/8/2018	
2/21/2018	621 DAVIS ST	JUNK/TRASH	R/C OPEN	3/9/2018	
2/21/2018	733 DAVIS ST	OLD WOOD IN YARD	R/C OPEN	3/9/2018	
2/21/2018	728 DAVIS ST	TRASH IN YARD	R/C OPEN	3/9/2018	
21-Feb	802 DAVIS ST	TRASH IN YARD	R/C OPEN	3/9/2018	
2/21/2018	801 DAVIS ST	TRASH/WOOD IN YARD	R/C OPEN	3/9/2018	
2/21/2018	808 DAVIS ST	JUNK IN YARD	R/C OPEN	3/9/2018	



**ECONOMIC  
DEVELOPMENT  
MONTHLY REPORT  
MARCH  
2018**

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## Economic Development March Report:

- Annual Downtown Awards Dinner was Monday, Feb. 12<sup>th</sup> (half of 2018 downtown sponsorships have been committed since the dinner)
  - Business of the Year – Revolutionaries Market & Coffee Camper Co.
  - Golden Hammer Award – Scoops
  - Volunteer of the Year – Nan O’Kelley
- Georgia Initiative for Community Housing (GICH) retreat Feb. 20-22 – Monroe Team asked to present about Housing Expo; 2018 Housing Expo will be July 7<sup>th</sup>



- Feb. 12<sup>th</sup> launched the "Places to Play" crowdfunding campaign to raise funds for natural play elements in Childers Park, an activity alley and mural in the Washington Street alleyway, and a hammock park - [www.fundmonroe.com](http://www.fundmonroe.com)
- New alcohol ordinances have generated interest from 2 breweries so far.

### Ongoing ED projects:

- RDF - livery stable renovation - event space and courtyard open and being used; showing final space to potential tenants at this time
- CHIP grant - 2 homes completed; 2 more in progress
- DCA Main Street compliance
- Visitors Center
- The Local Crowd Monroe - crowdfunding tool, [www.fundmonroe.com](http://www.fundmonroe.com)
- DDA restaurant project - Purchase Sales Agreement ready for signatures, local bank financing approved, Revolving Loan Funds applied for
- Childers Park
- GICH - next team meeting on Wednesday, March 21<sup>st</sup>, at 12:00 pm in council chambers.

### Upcoming Events:

Classic Car Show – March 17<sup>th</sup>  
Farm to Table Dinner – April 28<sup>th</sup>



ELECTRIC & TELECOM  
DEPARTMENT  
MONTHLY REPORT  
MARCH

## Items of interest

1. Pollack Reconductor 50% complete
2. E Spring Lighting
3. Warehouse
4. MEAG CEO Round Table

# MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 12/2017 | FY 2017



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

## CITY OF MONROE: ELECTRIC FUND OVERVIEW

	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	Jun 2017	Jul 2017	Aug 2017	Sep 2017	Oct 2017	Nov 2017	Dec 2017	FY 2017	AS BUDGET	FY 2016
<b>REVENUES</b>	\$ 1.725M	\$ 1.472M	\$ 1.411M	\$ 1.332M	\$ 2.141M	\$ 1.467M	\$ 1.666M	\$ 1.797M	\$ 1.886M	\$ 1.673M	\$ 1.404M	\$ 1.421M	\$ 19.397M	\$ 19.011M	\$ 19.534M
PERSONNEL COSTS	\$ 0.038M	\$ 0.102M	\$ 0.106M	\$ 0.105M	\$ 0.096M	\$ 0.152M	\$ 0.107M	\$ 0.093M	\$ 0.133M	\$ 0.116M	\$ 0.116M	\$ 0.176M	\$ 1.340M	\$ 1.227M	\$ 1.318M
CONTRACTED SVC	\$ 0.015M	\$ 0.017M	\$ 0.016M	\$ 0.041M	\$ 0.038M	\$ 0.049M	\$ 0.050M	\$ 0.042M	\$ 0.072M	\$ 0.020M	\$ 0.035M	\$ 0.128M	\$ 0.525M	\$ 0.356M	\$ 0.424M
SUPPLIES	\$ (0.069M)	\$ 1.040M	\$ 1.017M	\$ 1.044M	\$ 0.869M	\$ 1.017M	\$ 1.654M	\$ 1.218M	\$ 1.260M	\$ 1.601M	\$ 1.019M	\$ 1.139M	\$ 12.808M	\$ 12.644M	\$ 11.940M
CAPITAL OUTLAY	\$ -	\$ 0.040M	\$ -	\$ 0.008M	\$ 0.059M	\$ 0.058M	\$ -	\$ -	\$ 0.024M	\$ 0.011M	\$ 0.018M	\$ (0.033M)	\$ 0.186M	\$ -	\$ -
FUND TRANSFERS	\$ 0.100M	\$ 0.185M	\$ 0.195M	\$ 0.164M	\$ 0.181M	\$ 0.215M	\$ 0.201M	\$ 0.177M	\$ 0.232M	\$ 0.201M	\$ 0.207M	\$ 0.239M	\$ 2.297M	\$ 1.865M	\$ 2.350M
<b>EXPENSES</b>	\$ 0.083M	\$ 1.384M	\$ 1.334M	\$ 1.362M	\$ 1.245M	\$ 1.491M	\$ 2.012M	\$ 1.529M	\$ 1.722M	\$ 1.949M	\$ 1.395M	\$ 1.649M	\$ 17.156M	\$ 16.091M	\$ 16.032M

<b>MARGIN</b>	\$ 1.642M	\$ 0.088M	\$ 0.077M	\$ (0.030M)	\$ 0.897M	\$ (0.024M)	\$ (0.346M)	\$ 0.268M	\$ 0.164M	\$ (0.276M)	\$ 0.009M	\$ (0.228M)	\$ 2.241M	\$ 2.920M	\$ 3.502M
MCT CREDIT	\$ -	\$ 0.055M	\$ 0.055M	\$ 0.055M	\$ 0.055M	\$ 0.055M	\$ 0.580M	\$ 0.130M	\$ 0.130M	\$ 0.576M	\$ 0.130M	\$ (0.020M)	\$ 1.804M	\$ -	\$ 0.860M

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

12-MO  
PURCHASED  
KWH's



12-MO  
RETAIL  
KWH's



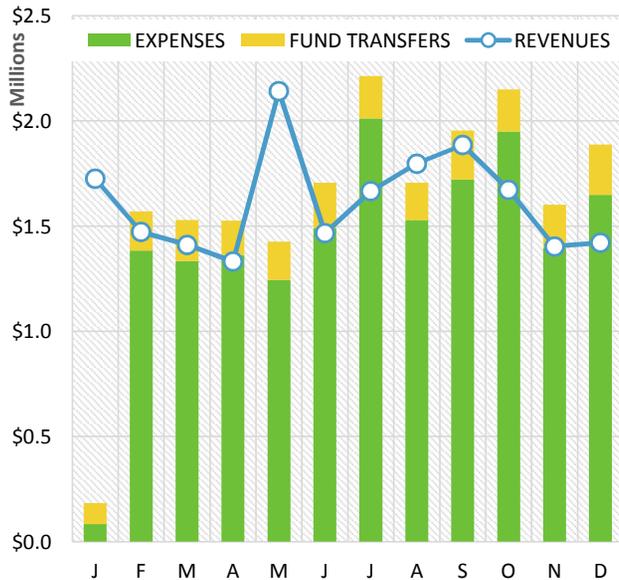
12-MO LINE  
LOSS



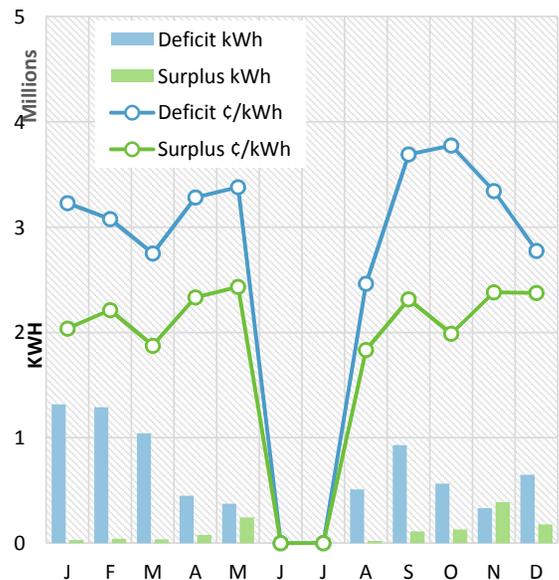
12-MO  
WHOLESALE  
¢/kWh



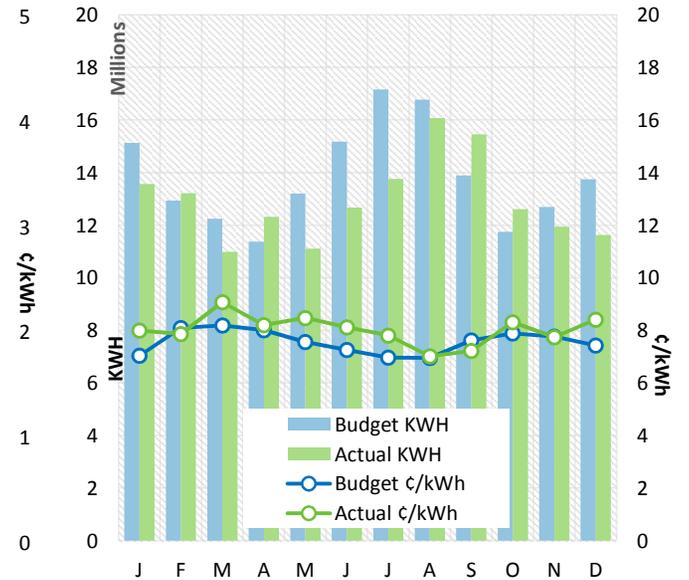
REVENUES vs. EXPENSES



DEFICIT PURCHASES vs. SURPLUS SALES



MEAG BUDGET vs. ACTUAL



# RETAIL SALES REPORT

Jan 2017   Feb 2017   Mar 2017   Apr 2017   May 2017   Jun 2017   Jul 2017   Aug 2017   Sep 2017   Oct 2017   Nov 2017   Dec 2017

## CUSTOMER COUNT

Residential	5,367	5,392	5,378	5,594	5,446	5,408	5,400	5,422	5,375	5,395	5,338	5,336
Commercial	835	826	840	841	844	843	840	844	848	852	841	855
Industrial	1	1	1	1	1	1	1	1	1	1	1	1
City	39	40	39	39	39	39	38	38	37	39	37	38
<b>Total</b>	<b>6,242</b>	<b>6,259</b>	<b>6,258</b>	<b>6,475</b>	<b>6,330</b>	<b>6,291</b>	<b>6,279</b>	<b>6,305</b>	<b>6,261</b>	<b>6,287</b>	<b>6,217</b>	<b>6,230</b>
Year-Over-Year Δ	0.63%	0.47%	-0.89%	3.02%	1.17%	0.70%	0.30%	0.94%	-0.67%	1.17%	0.11%	-0.35%

## KWH

Residential	6.202M	6.439M	5.589M	5.040M	4.557M	4.762M	5.585M	6.618M	6.743M	5.723M	4.933M	4.999M
Commercial	4.530M	4.431M	4.797M	4.668M	4.994M	5.332M	6.089M	6.476M	6.658M	6.088M	5.537M	4.825M
Industrial	0.713M	0.654M	0.850M	0.818M	0.749M	0.748M	0.834M	0.862M	0.889M	0.859M	0.810M	0.756M
City	0.407M	0.386M	0.389M	0.391M	0.394M	0.399M	0.445M	0.488M	0.499M	0.423M	0.401M	0.416M
<b>Total</b>	<b>11.852M</b>	<b>11.910M</b>	<b>11.626M</b>	<b>10.917M</b>	<b>10.693M</b>	<b>11.241M</b>	<b>12.954M</b>	<b>14.444M</b>	<b>14.789M</b>	<b>13.094M</b>	<b>11.681M</b>	<b>10.996M</b>
Year-Over-Year Δ	1.72%	-14.35%	-15.80%	-5.65%	1.68%	-1.35%	-9.61%	-5.37%	-5.23%	-8.45%	1.47%	5.99%

## REVENUE

Residential	\$ 0.670M	\$ 0.693M	\$ 0.612M	\$ 0.561M	\$ 0.587M	\$ 0.615M	\$ 0.727M	\$ 0.870M	\$ 0.888M	\$ 0.745M	\$ 0.550M	\$ 0.556M
Commercial	\$ 0.593M	\$ 0.585M	\$ 0.615M	\$ 0.602M	\$ 0.640M	\$ 0.672M	\$ 0.736M	\$ 0.776M	\$ 0.792M	\$ 0.741M	\$ 0.677M	\$ 0.616M
Industrial	\$ 0.062M	\$ 0.059M	\$ 0.070M	\$ 0.068M	\$ 0.064M	\$ 0.064M	\$ 0.069M	\$ 0.070M	\$ 0.072M	\$ 0.070M	\$ 0.067M	\$ 0.064M
Other	\$ 0.001M	\$ 0.038M	\$ 0.002M	\$ 0.000M	\$ 0.000M	\$ 0.002M	\$ 0.000M	\$ 0.000M	\$ 0.023M	\$ 0.003M	\$ 0.000M	\$ 0.074M
City	\$ 0.039M	\$ 0.037M	\$ 0.037M	\$ 0.037M	\$ 0.037M	\$ 0.038M	\$ 0.042M	\$ 0.046M	\$ 0.047M	\$ 0.040M	\$ 0.038M	\$ 0.039M
<b>Total</b>	<b>\$ 1.364M</b>	<b>\$ 1.411M</b>	<b>\$ 1.336M</b>	<b>\$ 1.268M</b>	<b>\$ 1.329M</b>	<b>\$ 1.390M</b>	<b>\$ 1.574M</b>	<b>\$ 1.763M</b>	<b>\$ 1.821M</b>	<b>\$ 1.599M</b>	<b>\$ 1.332M</b>	<b>\$ 1.350M</b>
Year-Over-Year Δ	-2.41%	-13.03%	-14.08%	-5.18%	1.63%	-1.40%	-10.82%	-6.51%	-4.70%	-8.08%	0.90%	3.56%

# SALES STATISTICS

[Jan 2017](#)
[Feb 2017](#)
[Mar 2017](#)
[Apr 2017](#)
[May 2017](#)
[Jun 2017](#)
[Jul 2017](#)
[Aug 2017](#)
[Sep 2017](#)
[Oct 2017](#)
[Nov 2017](#)
[Dec 2017](#)
[YTD](#)

## AVERAGE KWH/CUSTOMER

Residential	1,156	1,194	1,039	901	837	881	1,034	1,221	1,255	1,061	924	937	1,037
Commercial	5,425	5,364	5,710	5,551	5,917	6,325	7,249	7,673	7,852	7,146	6,584	5,643	6,370
Industrial	713,440	654,240	850,400	817,600	748,800	748,160	834,240	861,760	888,960	859,200	810,080	756,480	795,280
City	10,424	9,655	9,987	10,028	10,094	10,219	11,720	12,830	13,477	10,855	10,831	10,937	10,921

## AVERAGE \$/CUSTOMER

Residential	\$125	\$128	\$114	\$100	\$108	\$114	\$135	\$161	\$165	\$138	\$103	\$104	\$125
Commercial	\$710	\$708	\$732	\$716	\$758	\$797	\$876	\$919	\$934	\$869	\$804	\$721	\$795
Industrial	\$61,995	\$58,620	\$69,801	\$67,932	\$64,010	\$63,974	\$68,880	\$70,269	\$71,819	\$70,123	\$67,192	\$64,137	\$66,563
City	\$990	\$917	\$949	\$953	\$959	\$971	\$1,113	\$1,219	\$1,280	\$1,031	\$1,029	\$1,039	\$1,038

## AVERAGE \$/KWH

Residential	\$0.1081	\$0.1076	\$0.1096	\$0.1112	\$0.1289	\$0.1292	\$0.1301	\$0.1315	\$0.1316	\$0.1302	\$0.1116	\$0.1113	\$0.1201
Commercial	\$0.1309	\$0.1320	\$0.1282	\$0.1290	\$0.1281	\$0.1260	\$0.1209	\$0.1198	\$0.1190	\$0.1216	\$0.1222	\$0.1278	\$0.1254
Industrial	\$0.0869	\$0.0896	\$0.0821	\$0.0831	\$0.0855	\$0.0855	\$0.0826	\$0.0815	\$0.0808	\$0.0816	\$0.0829	\$0.0848	\$0.0839
City	\$0.0950	\$0.0950	\$0.0950	\$0.0950	\$0.0950	\$0.0950	\$0.0950	\$0.0950	\$0.0950	\$0.0950	\$0.0950	\$0.0950	\$0.0950
<b>Average</b>	<b>\$0.1052</b>	<b>\$0.1060</b>	<b>\$0.1037</b>	<b>\$0.1046</b>	<b>\$0.1094</b>	<b>\$0.1089</b>	<b>\$0.1071</b>	<b>\$0.1070</b>	<b>\$0.1066</b>	<b>\$0.1071</b>	<b>\$0.1029</b>	<b>\$0.1047</b>	<b>\$0.1061</b>

MOST RECENT  
12-MONTH

	Dec 2017	Dec 2016	FY2017 YTD	FY2016 YTD	
<b>POWER SUPPLY COSTS</b>					
MEAG Project Power	\$ 788,811	\$ 771,857	\$ 9,772,430	\$ 10,108,258	\$ 9,772,430
Transmission	84,582	83,656	1,067,924	1,060,920	1,067,924
Supplemental	55,735	44,688	875,518	802,002	875,518
SEPA	46,579	51,344	637,802	641,102	637,802
Other Adjustments	792	735	9,442	8,807	9,442
<b>TOTAL POWER SUPPLY COSTS</b>	<b>\$ 976,499</b>	<b>\$ 952,280</b>	<b>\$ 12,363,117</b>	<b>\$ 12,621,089</b>	<b>\$ 12,363,117</b>
<b>AS BUDGET</b>	<b>1,020,943</b>	<b>1,085,024</b>	<b>12,473,412</b>	<b>10,822,181</b>	<b>12,473,412</b>
<b>% ACTUAL TO BUDGET</b>	<b>95.65%</b>	<b>87.77%</b>	<b>99.12%</b>	<b>116.62%</b>	<b>99.12%</b>

**PEAKS & ENERGY**

## Peaks (KW)

Coincident Peak (CP)	24,219	20,255	32,666	34,008	32,666
Non-Coincident Peak (NCP)	24,219	21,755	33,231	34,288	33,231
CP (BUDGET)	27,069	28,496	35,664	35,200	35,664
NCP (BUDGET)	27,482	29,076	36,419	35,963	36,419

## Energy (KWH)

MEAG Energy	10,283,324	10,201,345	131,637,358	136,029,253	131,637,358
Supplemental Purchases (or sales)	553,300	147,505	13,090,310	11,355,638	13,090,310
SEPA Energy	787,351	623,928	10,603,472	12,251,841	10,603,472
<b>Total Energy (KWH)</b>	<b>11,623,975</b>	<b>10,972,778</b>	<b>155,331,141</b>	<b>159,636,732</b>	<b>155,331,141</b>
<b>AS BUDGET</b>	<b>13,748,000</b>	<b>14,308,000</b>	<b>166,068,000</b>	<b>138,489,000</b>	<b>166,068,000</b>
<b>% ACTUAL TO BUDGET</b>	<b>84.55%</b>	<b>76.69%</b>	<b>93.53%</b>	<b>115.27%</b>	<b>93.53%</b>

CP Load Factor	66.66%	75.24%	54.28%	53.59%	54.28%
NCP Load Factor	66.66%	70.05%	53.36%	53.15%	53.36%
% Supplemental	4.76%	1.34%	8.43%	7.11%	8.43%

**UNIT COSTS (¢/kWh)**

Bulk Power	8.3779	8.4610	7.9441	7.9683	7.9441
Supplemental	10.0732	30.2961	6.6883	7.0626	6.6883
SEPA Energy	5.9159	8.2291	6.0150	5.2327	6.0150
MEAG Total	8.4007	8.6786	7.9592	7.9061	7.9592

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

MOST RECENT  
12-MONTH

Dec 2017

Dec 2016

FY2017 YTD

FY2016 YTD

## SALES REVENUES

ELECTRIC SALES	\$ 1,275,720	\$ 1,134,794	\$ 17,393,821	\$ 18,036,587	\$ 17,393,821
<b>SALES REVENUES (ACTUAL)</b>	<b>\$ 1,275,720</b>	<b>\$ 1,134,794</b>	<b>\$ 17,393,821</b>	<b>\$ 18,036,587</b>	<b>\$ 17,393,821</b>
AS BUDGET	\$ 1,482,917	\$ -	\$ 1,482,917	\$ -	Not Applicable
% ACTUAL TO BUDGET	86.03%	0.00%	1172.95%	0.00%	Not Applicable

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

## OTHER REVENUES

OP REVENUE	108,481	107,636	794,872	459,036	794,872
MISC REVENUE	-	23,643	124,337	50,061	124,337
SALE OF FIXED ASSETS	3,510	-	3,510	-	3,510
CUST ACCT FEES	-	-	-	-	-
OTHER REV	-	-	-	180	-
MEAG REBATE	-	-	705,858	580,448	705,858
ADMIN ALLOC	33,428	28,031	374,368	407,810	374,368
INT/INVEST INCOME	-	-	-	-	-
STATE GRANTS	-	-	-	-	-
<b>OTHER REVENUES (ACTUAL)</b>	<b>\$ 145,419</b>	<b>\$ 159,310</b>	<b>\$ 2,002,945</b>	<b>\$ 1,497,536</b>	<b>\$ 2,002,945</b>
AS BUDGET	\$ 101,297	\$ -	\$ 1,215,560	\$ -	Not Applicable
% ACTUAL TO BUDGET	143.56%	0.00%	164.78%	0.00%	Not Applicable

<b>TOTAL REVENUES (ACTUAL)</b>	<b>\$ 1,421,140</b>	<b>\$ 1,294,104</b>	<b>\$ 19,396,766</b>	<b>\$ 19,534,123</b>	<b>\$ 19,396,766</b>
AS BUDGET	\$ 1,584,213	\$ -	\$ 19,010,560	\$ -	Not Applicable
% ACTUAL TO BUDGET	89.71%	0.00%	102.03%	0.00%	Not Applicable

MCT CREDIT	\$ 55,316	\$ (18,732)	\$ 1,129,172	\$ 859,848	\$ 1,129,172
	\$ 75,000	\$ -	\$ 825,000	\$ -	\$ 825,000

Note on MEAG MCI: excluded from revenues as it is a restricted account.

	Dec 2017	Dec 2016	FY2017 YTD	FY2016 YTD	
<b>PERSONNEL</b>					
Compensation	\$ 136,132	\$ 131,101	\$ 991,407	\$ 993,164	\$ 991,407
Benefits	41,459	32,874	351,010	323,519	351,010
<b>PERSONNEL (ACTUAL)</b>	<b>\$ 177,591</b>	<b>\$ 163,975</b>	<b>\$ 1,342,416</b>	<b>\$ 1,316,683</b>	<b>\$ 1,342,416</b>
AS BUDGET	\$ 102,225	\$ -	\$ 1,226,703	\$ -	Not Applicable
% ACTUAL TO BUDGET	173.73%	0.00%	109.43%	0.00%	Not Applicable
<b>CONTRACTED SERVICES</b>					
Consulting	\$ -	\$ -	\$ 724	\$ 867	\$ 724
Util Protect Ctr	-	-	-	-	-
Custodial Service	99	-	198	-	198
Lawn & Maint	-	-	1,303	-	1,303
Holiday Event	394	-	394	-	394
Security Sys	-	-	-	-	-
Equip Rent/Lease	14,691	14,192	18,694	17,663	18,694
Pole Equip Rent/Lease	-	-	2,091	240	2,091
Repairs & Maintenance (Outside)	65,003	3,406	115,522	55,379	115,522
Landfill Fees	-	-	-	-	-
Maint Contracts	512	1,038	4,852	7,267	4,852
Other Contract Svcs	43,357	18,312	345,546	296,015	345,546
Comm Svcs	624	662	6,559	12,245	6,559
Postage	-	-	459	-	459
Public Relations	-	-	200	-	200
Mkt Expense	-	2,496	4,478	13,723	4,478
Printing	-	-	65	-	65
Util Bill Print Svcs	-	-	-	-	-
Dues & Sub	-	-	-	160	-
Travel	1,012	-	1,162	-	1,162
Ga Dept Rev Fee	-	-	900	-	900
Fees	227	-	227	-	227
Training & Ed	-	4,117	7,867	20,217	7,867
Gen Liab Ins	-	-	-	-	-
Uniform Rent	-	-	-	-	-
Contract Labor	-	-	11,300	-	11,300
<b>CONTRACTED SERVICES (ACTUAL)</b>	<b>\$ 125,918</b>	<b>\$ 44,222</b>	<b>\$ 522,538</b>	<b>\$ 423,777</b>	<b>\$ 522,538</b>
AS BUDGET	\$ 29,625	\$ -	\$ 355,500	\$ -	Not Applicable
% ACTUAL TO BUDGET	425.04%	0.00%	146.99%	0.00%	Not Applicable

	Dec 2017	Dec 2016	FY2017 YTD	FY2016 YTD	12-MONTH
<b>SUPPLIES</b>					
Chem & Pest	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	-	2,638	8,727	6,552	8,727
Postage	-	-	318	259	318
Janitorial	313	-	392	-	392
Util Costs - Util Fund	948	659	7,319	7,883	7,319
Util Cost - Other Fund	-	-	-	-	-
Mileage Reimb	-	-	-	-	-
Auto & Truck Fuel	1,352	2,546	20,650	17,341	20,650
Food	56	-	149	-	149
Sm Tool & Min Equip	2,367	668	59,775	16,918	59,775
Lab Supplies	-	-	157	-	157
Sm Oper Supplies	3,017	3,379	37,075	22,984	37,075
Construction Material	-	-	1,197	-	1,197
Tires	1,748	-	3,497	-	3,497
Uniform Exp	-	1,355	10,407	8,734	10,407
Power Costs	1,031,815	11,695	12,408,204	11,625,910	12,408,204
Repairs & Maintenance (Inside)	97,689	65,910	233,813	208,412	233,813
Amr Proj Exp	-	-	3,265	-	3,265
Equip Pur (<\$5M)	-	-	4,840	2,054	4,840
Dam Claims	-	1,050	4,041	1,994	4,041
Misc	-	1,200	4,435	20,845	4,435
<b>SUPPLIES (ACTUAL)</b>	<b>\$ 1,139,305</b>	<b>\$ 91,100</b>	<b>\$ 12,808,260</b>	<b>\$ 11,939,887</b>	<b>\$ 12,808,260</b>
AS BUDGET	\$ 1,053,670	\$ -	\$ 12,644,044	\$ -	Not Applicable
% ACTUAL TO BUDGET	108.13%	0.00%	101.30%	0.00%	Not Applicable
<b>CAPITAL OUTLAY</b>					
Construction In Progress	\$ 25,516	\$ (161,923)	\$ 86,599	\$ -	\$ 86,599
Capital Expenditures	\$ (58,045)	\$ (24,633)	\$ 99,196	\$ -	\$ 99,196
<b>CAPITAL OUTLAY (ACTUAL)</b>	<b>\$ (32,529)</b>	<b>\$ (186,556)</b>	<b>\$ 185,795</b>	<b>\$ -</b>	<b>\$ 185,795</b>
AS BUDGET	\$ -	\$ -	\$ -	\$ -	Not Applicable
% ACTUAL TO BUDGET	0.00%	0.00%	0.00%	0.00%	Not Applicable
<b>FUND TRANSFERS</b>					
Admin Alloc - Adm Exp	\$ 173,281	\$ 150,460	\$ 1,505,886	\$ 1,468,258	\$ 1,505,886
Transfer To Gf	65,232	59,359	790,884	882,054	790,884
Transfer To Cip	-	-	-	-	-
Transfer - Insurance	-	-	-	-	-
<b>FUND TRANSFERS (ACTUAL)</b>	<b>\$ 238,513</b>	<b>\$ 209,819</b>	<b>\$ 2,296,769</b>	<b>\$ 2,350,312</b>	<b>\$ 2,296,769</b>
AS BUDGET	\$ 155,375	\$ -	\$ 1,864,500	\$ -	Not Applicable
% ACTUAL TO BUDGET	153.51%	0.00%	123.18%	0.00%	Not Applicable
<b>TOTAL EXPENSES (ACTUAL)</b>	<b>\$ 1,648,799</b>	<b>\$ 322,560</b>	<b>\$ 17,155,779</b>	<b>\$ 16,030,658</b>	<b>\$ 17,155,779</b>
AS BUDGET	\$ 1,340,896	\$ -	\$ 16,090,747	\$ -	Not Applicable
% ACTUAL TO BUDGET	122.96%	0.00%	106.62%	0.00%	Not Applicable

## MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 12/2017 | FY 2017



COVER	1
EXECUTIVE SUMMARY	2
OVERVIEW	3
CHART 1: REVENUES, EXPENSES & INCOME SUMMARY	4
REVENUES	5
EXPENSES	6-8
CHART 2: REVENUES & EXPENSE	9
RETAIL SALES & REVENUE	10-12
CHART 3: RETAIL REVENUES	13-15

COMMENTARY & ANALYSIS

The net operating margin after transfers, FY to date was .48%

RECOMMENDATIONS

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

MOST RECENT  
12-MONTH

Dec 2017      Dec 2016      FY2017 YTD      FY2016 YTD

FINANCIALS

Revenues

RETAIL SALES	\$ 419,191	\$ 402,489	\$ 5,022,864	\$ 4,879,593	\$ 5,022,864
OTHER REVENUES	31,525	33,830	408,279	422,771	408,279
ADJUSTMENTS	13,352	(2,495)	40,642	121,957	40,642
<b>Total Revenues</b>	<b>\$ 464,069</b>	<b>\$ 433,824</b>	<b>\$ 5,471,785</b>	<b>\$ 5,424,321</b>	<b>\$ 5,471,785</b>

Expenses

PERSONNEL	\$ 74,468	\$ 38,900	\$ 571,350	\$ 537,890	\$ 571,350
PURCHASED & CONTRACTED SVC	2,987	4,932	27,909	26,876	27,909
PURCHASED PROPERTY SERVICES	34,531	47,333	287,315	303,593	287,315
SUPPLIES	3,581	24,517	122,611	120,601	122,611
COST OF GOODS SOLD	298,573	316,885	3,339,671	3,556,034	3,339,671
DEPR, DEBT SVC & OTHER COSTS	259,743	(2,269)	865,062	771,604	865,062
FUND TRANSFERS	21,039	20,919	231,631	244,702	231,631
<b>Total Combined Expenses</b>	<b>\$ 694,922</b>	<b>\$ 451,218</b>	<b>\$ 5,445,549</b>	<b>\$ 5,561,301</b>	<b>\$ 5,445,549</b>

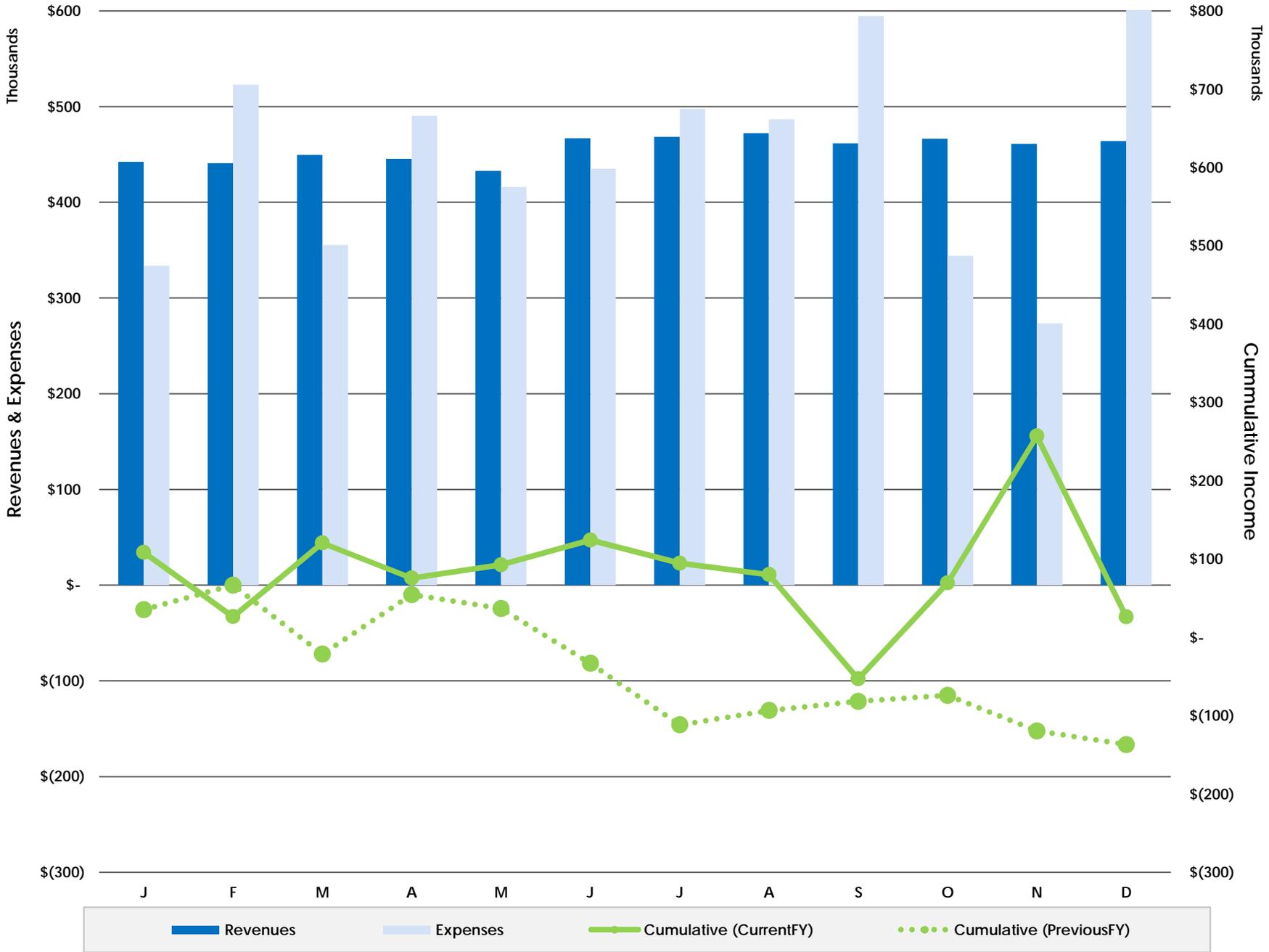
Income

Before Transfer	\$ (209,815)	\$ 3,525	\$ 257,867	\$ 107,722	\$ 257,867
After Transfer	\$ (230,854)	\$ (17,394)	\$ 26,236	\$ (136,980)	\$ 26,236

Margin

Before Transfer	-45.21%	0.81%	4.71%	1.99%	4.71%
After Transfer	-49.75%	-4.01%	0.48%	-2.53%	0.48%

CHART 1  
 MONTHLY DIRECTOR'S REPORT  
 REVENUE, EXPENSE & INCOME SUMMARY  
 FISCAL YEAR 2017



MOST RECENT  
12-MONTH

Dec 2017

Dec 2016

FY2017 YTD

FY2016 YTD

## RETAIL SALES

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

CABLE TELEVISION	\$	196,915	\$	205,578	\$	2,429,265	\$	2,600,116	\$	2,429,265
DVR SERVICE		15,872		14,486		179,801		154,845		179,801
FIBER OPTICS		40,334		33,704		480,005		389,743		480,005
INTERNET		144,011		128,827		1,667,513		1,500,065		1,667,513
TELEPHONE		18,859		19,894		229,504		234,823		229,504
SET TOP BOX		3,201		-		36,776		-		36,776
<b>Total RETAIL SALES (ACTUAL)</b>	<b>\$</b>	<b>419,191</b>	<b>\$</b>	<b>402,489</b>	<b>\$</b>	<b>5,022,864</b>	<b>\$</b>	<b>4,879,593</b>	<b>\$</b>	<b>5,022,864</b>

## OTHER REVENUES

CATV INSTALL/UPGRADE	\$	3,160	\$	4,870	\$	33,816	\$	41,639	\$	33,816
MARKETPLACE ADS		-		-		170		185		170
PHONE FEES		10,303		10,578		126,552		127,937		126,552
EQUIPMENT SALES		850		850		13,555		14,489		13,555
MODEM RENTAL		6,610		6,232		78,650		74,127		78,650
VIDEO PRODUCTION REVENUE		-		-		-		-		-
MISCELLANEOUS		-		-		20,661		-		20,661
ADMIN ALLOCATION		10,603		11,300		134,875		164,394		134,875
CONTRIBUTED CAPITAL		-		-		-		-		-
<b>Total OTHER REVENUES ACTUAL</b>	<b>\$</b>	<b>31,525</b>	<b>\$</b>	<b>33,830</b>	<b>\$</b>	<b>408,279</b>	<b>\$</b>	<b>422,771</b>	<b>\$</b>	<b>408,279</b>

## Adjustment

	\$	13,352	\$	(2,495)	\$	40,642	\$	121,957	\$	40,642
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Note: Adjustment added to match Financials

<b>TOTAL REVENUES (ACTUAL)</b>	<b>\$</b>	<b>464,069</b>	<b>\$</b>	<b>433,824</b>	<b>\$</b>	<b>5,471,785</b>	<b>\$</b>	<b>5,424,321</b>	<b>\$</b>	<b>5,471,785</b>
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	Dec 2017	Dec 2016	FY2017 YTD	FY2016 YTD	MOST RECENT 12-MONTH
<b>SUMMARY</b>					
Personnel	\$ 74,468	\$ 38,900	\$ 571,350	\$ 537,890	\$ 571,350
Purchased & Contracted Svc	2,987	4,932	27,909	26,876	27,909
Purchased Property Services	34,531	47,333	287,315	303,593	287,315
Supplies	3,581	24,517	122,611	120,601	122,611
Cost of Goods Sold	298,573	316,885	3,339,671	3,556,034	3,339,671
Depr, Debt Svc & Other Costs	259,743	(2,269)	865,062	771,604	865,062
Fund Transfers	21,039	20,919	231,631	244,702	231,631
<b>TOTAL SUMMARY (ACTUAL)</b>	<b>\$ 694,922</b>	<b>\$ 451,218</b>	<b>\$ 5,445,549</b>	<b>\$ 5,561,301</b>	<b>\$ 5,445,549</b>

## TELECOM

## Personnel

Salaries	\$ 55,644	\$ 31,533	\$ 410,379	\$ 390,654	\$ 410,379
Regular Salaries	53,244	27,963	375,671	352,801	375,671
Overtime Salaries	2,400	3,570	34,707	37,853	34,707
Seasonal Salaries	-	-	-	-	-
Benefits	18,824	7,367	160,971	147,236	160,971
Util Labor & Bene to Cap	-	-	-	-	-
Group Insurance	9,669	4,828	74,465	68,136	74,465
Social Security	2,877	1,831	24,290	23,238	24,290
Medicare	1,210	428	5,681	5,435	5,681
GMEBS Retirement	4,259	-	54,487	50,148	54,487
Unemployment Insurance	-	-	-	-	-
Workers Comp Ins.	-	279	911	279	911
Medical Exams	\$ 809	\$ -	\$ 869	\$ -	\$ 869
Emp Assistance Program	\$ -	\$ -	\$ 269	\$ -	\$ 269
<b>Total Personnel (ACTUAL)</b>	<b>\$ 74,468</b>	<b>\$ 38,900</b>	<b>\$ 571,350</b>	<b>\$ 537,890</b>	<b>\$ 571,350</b>

## Purchased &amp; Contracted Svc

Attorney Fees	-	-	-	-	-
Attorney Fees - Preston & Malc.	-	-	-	-	-
Attorney Fees - Others	-	-	-	-	-
Audit Services	-	-	-	-	-
Consulting - Technical	2,250	4,500	22,570	22,972	22,570
Utility Protection Ctr (DIG)	-	-	-	-	-
Custodial Service	99	-	198	-	198
Lawn Care & Maintenance	-	-	-	-	-
Holiday Events	394	-	394	-	394
Security Systems	-	-	-	-	-
Equipment Rents/Leases	244	432	4,747	3,904	4,747
Pole Equip. Rents/Leases	-	-	-	-	-
<b>Total Purchased &amp; Contracted Svc (ACTUAL)</b>	<b>\$ 2,987</b>	<b>\$ 4,932</b>	<b>\$ 27,909</b>	<b>\$ 26,876</b>	<b>\$ 27,909</b>

	Dec 2017	Dec 2016	FY2017 YTD	FY2016 YTD	MOST RECENT 12-MONTH
<b>Purchased Property Services</b>					
Equipment Rep & Maint -Outside	-	5,135	5,565	17,344	5,565
Equipment Rental	22	-	241	-	241
Repair & Maintenance (Outside)	4,067	11,502	65,254	59,383	65,254
Vehicle Rep & Maint - Outside	1,751	118	7,240	3,390	7,240
Rep & Maint System - Outside	2,316	9,134	47,915	45,025	47,915
R & M Buildings - Outside	-	-	3,861	8,718	3,861
Rep & Maint Water Tanks - Outside	-	-	-	-	-
Rep & Maint Reservoir -Outside	-	-	-	-	-
R & M CATV Studio - Outside	-	2,250	6,238	2,250	6,238
Repair & Maintenance (Inside)	27,693	27,327	175,420	176,986	175,420
Repairs & Maint SYSTEM - Inside	25,212	20,297	121,378	140,026	121,378
R&M Sys - Inside/Shipping	168	65	33,045	2,394	33,045
Rep & Maint Reservoir - Inside	-	-	201	-	201
R & M CATV Studio - Inside	-	-	5,402	-	5,402
Vehicle Rep & Maint - Inside	512	(313)	5,253	7,392	5,253
Building Rep & Maint - Inside	-	939	2,883	1,547	2,883
Equipment Rep & Maint - Inside	1,800	6,339	7,258	25,627	7,258
Landfill Fees	-	-	-	-	-
Maintenance Contracts	581	1,038	4,921	4,377	4,921
Other Contractual Services	-	-	450	4,997	450
Communication Services	2,016	2,331	22,960	21,896	22,960
Public Relations	-	-	-	-	-
Marketing Expense	-	-	200	8,695	200
Utility Bill Printing Services	-	-	-	-	-
Dues & Subscriptions	-	-	7,411	7,268	7,411
Fees	152	-	152	-	152
Training & Education	-	-	4,492	2,647	4,492
General Liability Insurance	-	-	-	-	-
GA Dept Revenue Fee	-	-	250	-	250
Uniform Rental	-	-	-	-	-
<b>Total Purchased Property Services (ACTUAL)</b>	<b>\$ 34,531</b>	<b>\$ 47,333</b>	<b>\$ 287,315</b>	<b>\$ 303,593</b>	<b>\$ 287,315</b>

## TELECOM (Continued)

## Supplies

Chemicals & Pesticides	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies & Expense	45	915	4,773	3,246	4,773
Postage	-	-	325	402	325
Janitorial Supplies	313	-	392	-	392
Utility Costs	4,284	5,572	48,540	50,446	48,540
Utility Costs - Utility Fund	4,284	5,572	44,593	50,446	44,593

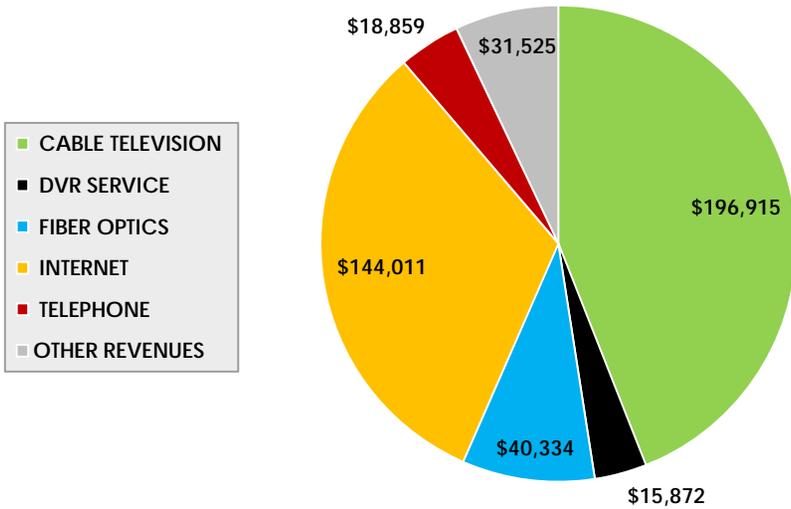
	Dec 2017	Dec 2016	FY2017 YTD	FY2016 YTD	MOST RECENT 12-MONTH
Utility Cost for Other Funds	-	-	3,947	-	3,947
Mileage Reimbursement	-	-	-	-	-
Auto & Truck Fuel	2,147	3,621	19,977	27,416	19,977
Food	56	-	149	-	149
Small Tools & Minor Equipment	(3,536)	12,170	14,969	24,014	14,969
Small Operating Supplies	34	1,088	12,791	12,288	12,791
Construction Material	-	-	1,197	-	1,197
Uniform Expense	-	1,151	5,612	1,986	5,612
AMR Project Exp.	-	-	1,449	-	1,449
Equipment Pur (Less than \$5M)	238	-	12,438	804	12,438
<b>Total Supplies (ACTUAL)</b>	<b>\$ 3,581</b>	<b>\$ 24,517</b>	<b>\$ 122,611</b>	<b>\$ 120,601</b>	<b>\$ 122,611</b>

	Dec 2017	Dec 2016	FY2017 YTD	FY2016 YTD	MOST RECENT 12-MONTH
<b>Cost of Goods Sold</b>					
Internet Costs	-	15,333	46,798	159,295	46,798
Cost of Sales Telephone	-	45,890	379,839	641,843	379,839
Cost of Sales Fiber	-	-	88,209	-	88,209
Cost of Sales Internet	38,619	-	188,132	-	188,132
Cost of Sales CATV	235,930	-	270,191	-	270,191
Cost of Sales Internet	14,692	-	34,007	-	34,007
Cost of Sales Fiber	9,333	-	25,069	-	25,069
Cost of Programming CATV	-	250,788	2,307,425	2,750,021	2,307,425
CATV Video Production	-	4,875	-	4,875	-
<b>Total Cost of Goods Sold (ACTUAL)</b>	<b>\$ 298,573</b>	<b>\$ 316,885</b>	<b>\$ 3,339,671</b>	<b>\$ 3,556,034</b>	<b>\$ 3,339,671</b>
<b>Depr, Debt Svc &amp; Other Costs</b>					
Damage Claims	\$ -	\$ -	\$ 7,312	\$ -	\$ 7,312
Miscellaneous	-	620	148	1,796	148
Utility Cashiers (Over)/Short	-	-	-	-	-
Utility Internal Admin Allocate	-	-	-	-	-
Depreciation Expense	181,232	177,935	181,232	177,935	181,232
Amortization Exp	-	-	-	-	-
Admin. Allocation - Adm Exp	54,965	60,652	477,667	591,874	477,667
Utility Bad Debt Expense	-	-	-	-	-
Revenue Bond Principal	-	-	-	-	-
Revenue Bond Principal 2001	-	-	-	-	-
Revenue Bond Principal 2003	-	-	-	-	-
Revenue Bond Principal 2006	-	-	-	-	-
Debt Service Interest	-	-	-	-	-
Interest Expenses (Bond)	-	-	-	-	-
Interest Exp - 2003 Util Bond	-	-	-	-	-
Int Exp - 2006 Rev Bonds	-	-	-	-	-
Interest Exp - 2009 GEFA	-	-	-	-	-
Interest on Util Gov't Loans	-	-	-	-	-
Int Exp on Cust Deposits	-	-	-	-	-
Other Interest Expense	-	-	-	-	-
Construction in Progress	23,546	(207,464)	198,703	-	198,703
Capital Exp - Equipment	-	(34,012)	-	-	-
<b>Total Depr, Debt Svc &amp; Other Costs (ACTUAL)</b>	<b>\$ 259,743</b>	<b>\$ (2,269)</b>	<b>\$ 865,062</b>	<b>\$ 771,604</b>	<b>\$ 865,062</b>
<b>Fund Transfers</b>					
Transfer 5% to General Fund	21,039	20,919	231,631	244,702	231,631
<b>Total Fund Transfers (ACTUAL)</b>	<b>\$ 21,039</b>	<b>\$ 20,919</b>	<b>\$ 231,631</b>	<b>\$ 244,702</b>	<b>\$ 231,631</b>

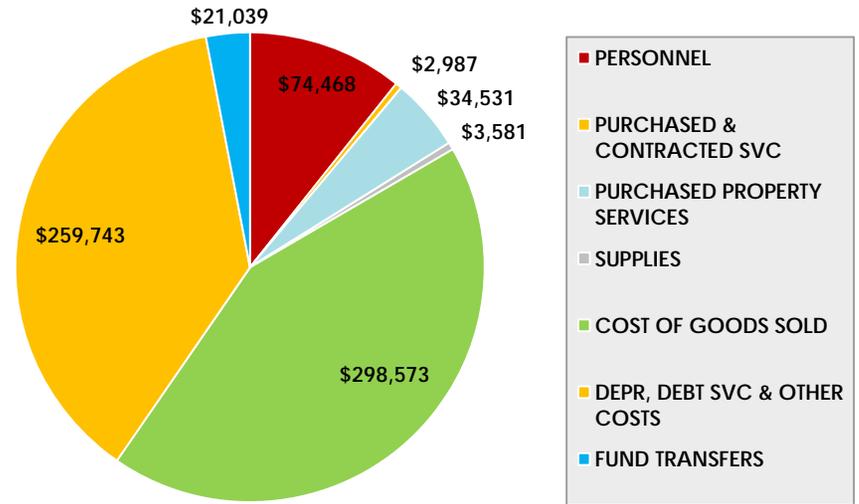
	Dec 2017	Dec 2016	FY2017 YTD	FY2016 YTD	MOST RECENT 12-MONTH
<b>TOTAL TELECOM EXPENSES (ACTUAL)</b>	<b>\$ 694,922</b>	<b>\$ 451,218</b>	<b>\$ 5,445,549</b>	<b>\$ 5,561,301</b>	<b>\$ 5,445,549</b>

CHART 5  
MONTHLY DIRECTOR'S REPORT  
REVENUES & EXPENSES

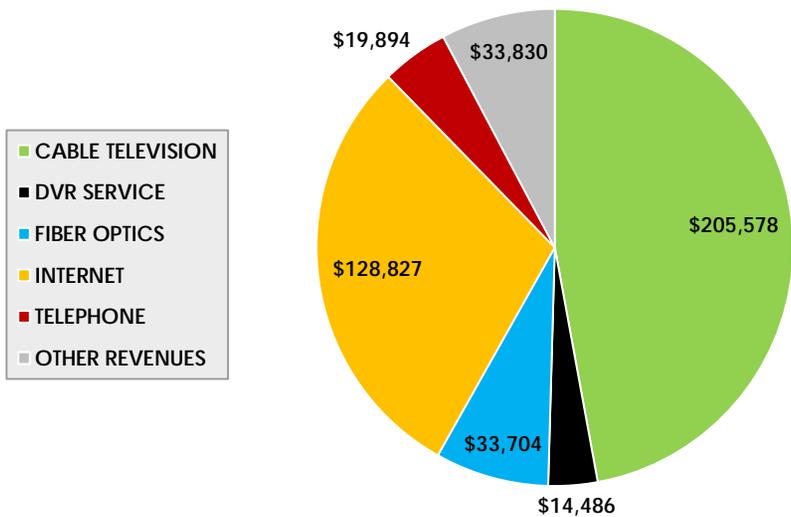
REVENUES [Dec 2017]



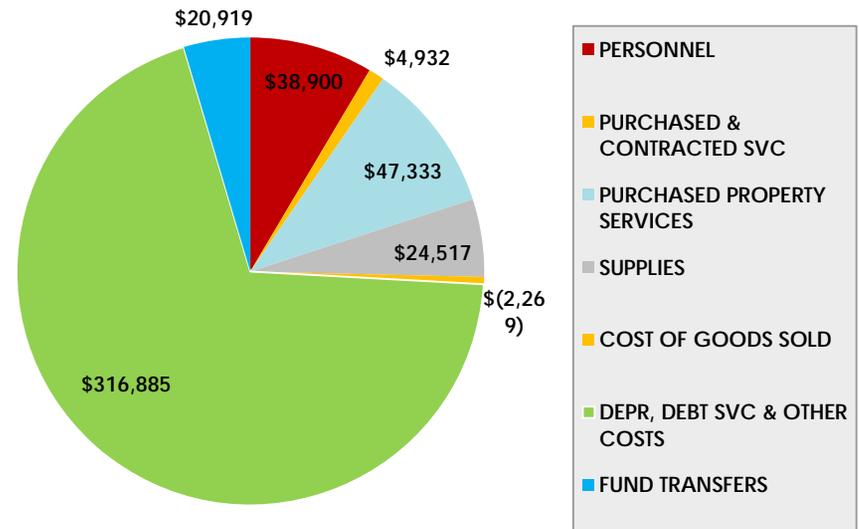
EXPENSES [Dec 2017]



REVENUES [Dec 2016]



EXPENSES [Dec 2016]



MOST RECENT  
12-MONTH

	Dec 2017	Dec 2016	FY2017 YTD	FY2016 YTD	MOST RECENT 12-MONTH
<b>BASIC &amp; EXPANDED BASIC</b>					
Number of Bills	3,395	3,541	41,911	45,190	41,911
Revenue (\$)	\$ 190,532	\$ 198,509	\$ 2,350,051	\$ 2,517,884	\$ 2,350,051
Revenue Per Bill (\$)	\$ 56	\$ 56	\$ 56	\$ 56	\$ 56
<b>MINI BASIC</b>					
Number of Bills	185	206	2,278	2,428	2,278
Revenue (\$)	\$ 3,382	\$ 3,766	\$ 41,522	\$ 43,913	\$ 41,522
Revenue Per Bill (\$)	\$ 18	\$ 18	\$ 18	\$ 18	\$ 18
<b>BOSTWICK</b>					
Number of Bills	19	21	239	267	239
Revenue (\$)	\$ 1,072	\$ 1,184	\$ 13,457	\$ 14,907	\$ 13,457
Revenue Per Bill (\$)	\$ 56	\$ 56	\$ 56	\$ 56	\$ 56
<b>BULK CATV/MOTEL</b>					
Number of Bills	4	4	48	48	48
Revenue (\$)	\$ 990	\$ 990	\$ 11,880	\$ 11,880	\$ 11,880
Revenue Per Bill (\$)	\$ 248	\$ 248	\$ 248	\$ 248	\$ 248
<b>SHOWTIME</b>					
Number of Bills	7	5	77	43	77
Revenue (\$)	\$ 103	\$ 73	\$ 1,128	\$ 630	\$ 1,128
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 15	\$ 15	\$ 15
<b>SHOW/HBO</b>					
Number of Bills	7	8	87	104	87
Revenue (\$)	\$ 88	\$ 100	\$ 1,081	\$ 1,301	\$ 1,081
Revenue Per Bill (\$)	\$ 13	\$ 13	\$ 12	\$ 13	\$ 12
<b>BULK SHOWTIME/MOTEL</b>					
Number of Bills	-	-	-	-	-
Revenue (\$)	\$ -	\$ -	\$ -	\$ -	\$ -
Revenue Per Bill (\$)	\$ -	\$ -	\$ -	\$ -	\$ -
<b>CINEMAX</b>					
Number of Bills	5	6	60	51	60
Revenue (\$)	\$ 73	\$ 88	\$ 867	\$ 747	\$ 867
Revenue Per Bill (\$)	\$ 15	\$ 15	\$ 14	\$ 15	\$ 14

MOST RECENT  
12-MONTH

Dec 2017

Dec 2016

FY2017 YTD

FY2016 YTD

## MAX/HBO

Number of Bills		27		34		357		373		357
Revenue (\$)	\$	396	\$	498	\$	5,129	\$	5,377	\$	5,129
Revenue Per Bill (\$)	\$	15	\$	15	\$	14	\$	14	\$	14

## HBO

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

## MAX/HBO

Number of Bills		5		6		61		63		61
Revenue (\$)	\$	50	\$	75	\$	736	\$	786	\$	736
Revenue Per Bill (\$)	\$	10	\$	13	\$	12	\$	12	\$	12

## PLAYBOY

Number of Bills		-		1		17		14		17
Revenue (\$)	\$	-	\$	16	\$	255	\$	220	\$	255
Revenue Per Bill (\$)	\$	-	\$	16	\$	15	\$	16	\$	15

## STARZ

Number of Bills		20		19		223		170		223
Revenue (\$)	\$	229	\$	278	\$	3,159	\$	2,472	\$	3,159
Revenue Per Bill (\$)	\$	11	\$	15	\$	14	\$	15	\$	14

## DVR

Number of Bills		139		119		1,534		1,303		1,534
Revenue (\$)	\$	10,717	\$	9,175	\$	118,109	\$	99,246	\$	118,109
Revenue Per Bill (\$)	\$	77	\$	77	\$	77	\$	76	\$	77

## NON DVR

Number of Bills		57		63		715		677		715
Revenue (\$)	\$	4,110	\$	4,542	\$	51,499	\$	47,475	\$	51,499
Revenue Per Bill (\$)	\$	72	\$	72	\$	72	\$	70	\$	72

## SET TOP BOX

Number of Bills		322		-		3,677		-		3,677
Revenue (\$)	\$	3,201	\$	-	\$	36,776	\$	-	\$	36,776
Revenue Per Bill (\$)	\$	10	\$	-	\$	10	\$	-	\$	10

	Dec 2017	Dec 2016	FY2017 YTD	FY2016 YTD	MOST RECENT 12-MONTH
<b>ADD'L DVR BOX</b>					
Number of Bills	82	57	759	632	759
Revenue (\$)	\$ 816	\$ 567	\$ 7,538	\$ 6,239	\$ 7,538
Revenue Per Bill (\$)	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10
<b>ADD'L NON DVR BOX</b>					
Number of Bills	33	29	382	272	382
Revenue (\$)	\$ 229	\$ 202	\$ 2,655	\$ 1,885	\$ 2,655
Revenue Per Bill (\$)	\$ 7	\$ 7	\$ 7	\$ 7	\$ 7
<b>FIBER</b>					
Number of Bills	40	54	575	560	575
Revenue (\$)	\$ 40,334	\$ 33,704	\$ 480,005	\$ 389,743	\$ 480,005
Revenue Per Bill (\$)	\$ 1,008	\$ 624	\$ 835	\$ 696	\$ 835
<b>INTERNET</b>					
Number of Bills	3,314	3,080	39,027	36,726	39,027
Revenue (\$)	\$ 140,934	\$ 125,930	\$ 1,632,197	\$ 1,463,662	\$ 1,632,197
Revenue Per Bill (\$)	\$ 43	\$ 41	\$ 42	\$ 40	\$ 42
<b>WIRELESS INTERNET</b>					
Number of Bills	51	52	613	673	613
Revenue (\$)	\$ 3,077	\$ 2,897	\$ 35,316	\$ 36,403	\$ 35,316
Revenue Per Bill (\$)	\$ 60	\$ 56	\$ 58	\$ 54	\$ 58
<b>RESIDENTIAL PHONE</b>					
Number of Bills	889	907	10,933	11,173	10,933
Revenue (\$)	\$ 3,218	\$ 3,508	\$ 38,770	\$ 40,772	\$ 38,770
Revenue Per Bill (\$)	\$ 4	\$ 4	\$ 4	\$ 4	\$ 4
<b>COMMERCIAL PHONE</b>					
Number of Bills	441	468	5,450	5,543	5,450
Revenue (\$)	\$ 15,641	\$ 16,385	\$ 190,734	\$ 194,051	\$ 190,734
Revenue Per Bill (\$)	\$ 35	\$ 35	\$ 35	\$ 35	\$ 35
<b>TOTAL REVENUES</b>	<b>\$ 419,191</b>	<b>\$ 402,489</b>	<b>\$ 5,022,864</b>	<b>\$ 4,879,593</b>	<b>\$ 5,022,864</b>

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

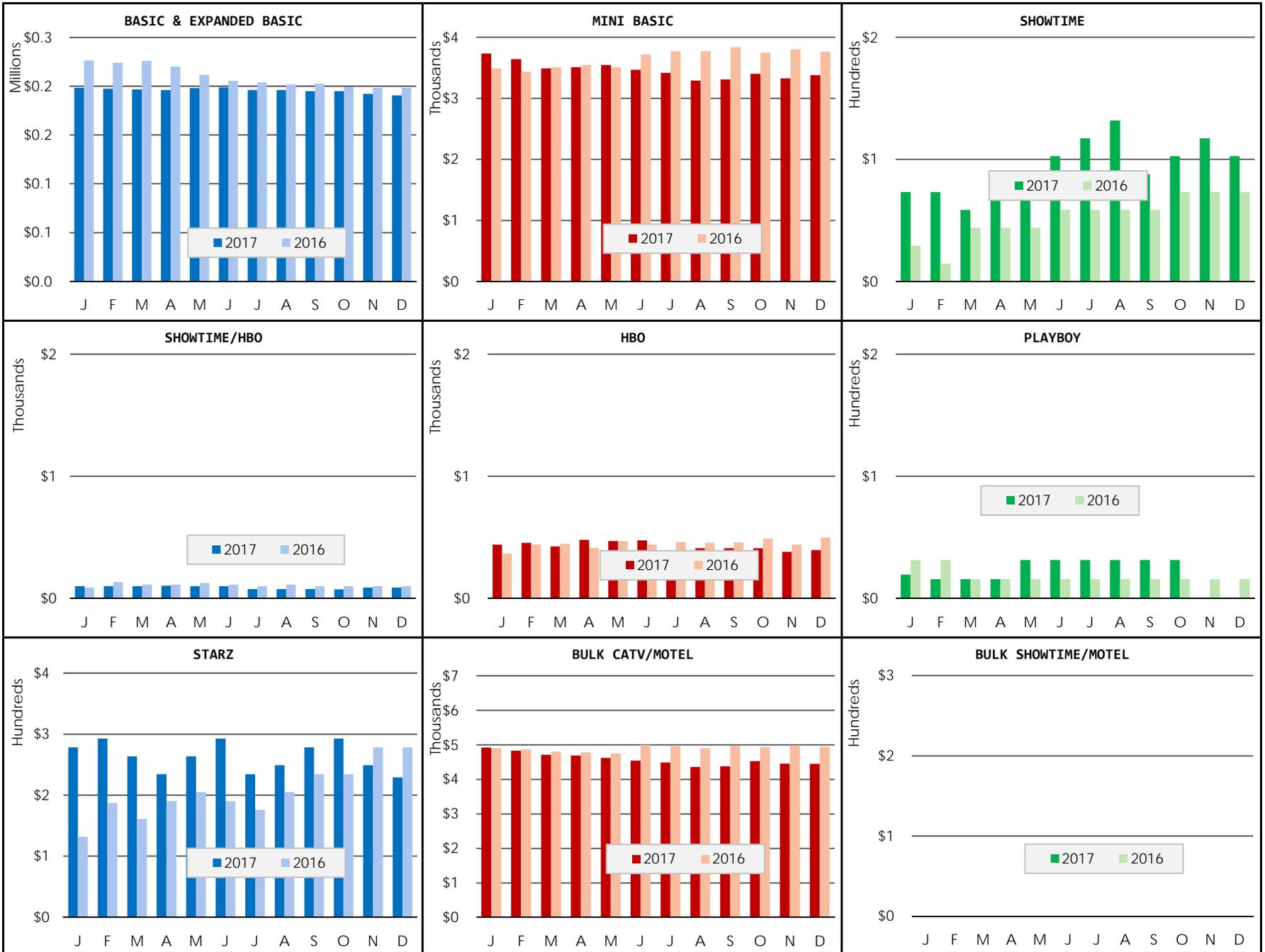


CHART 7  
REVENUES FROM SALES BY CLASS  
CURRENT VS. PREVIOUS FISCAL YEAR

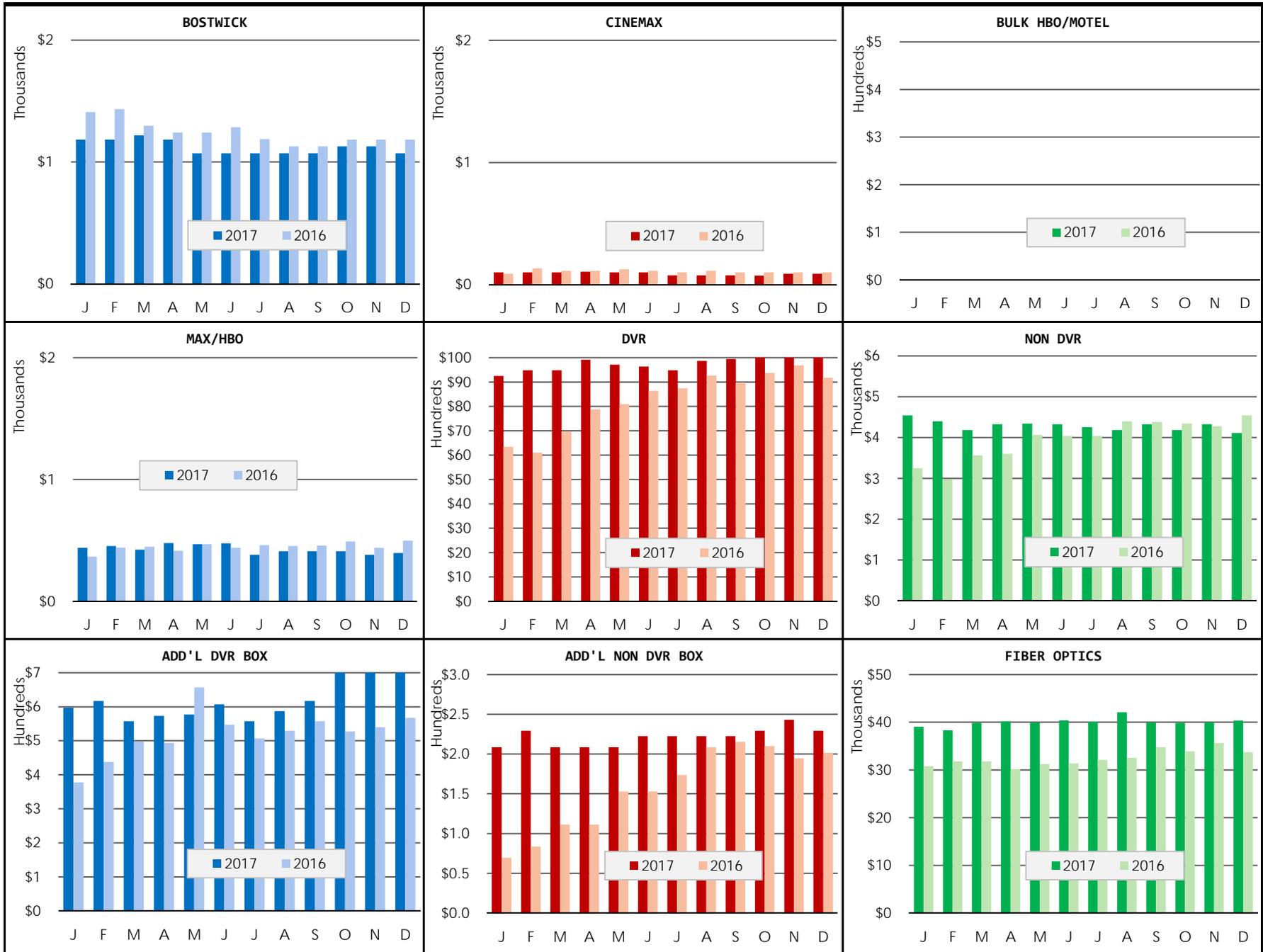
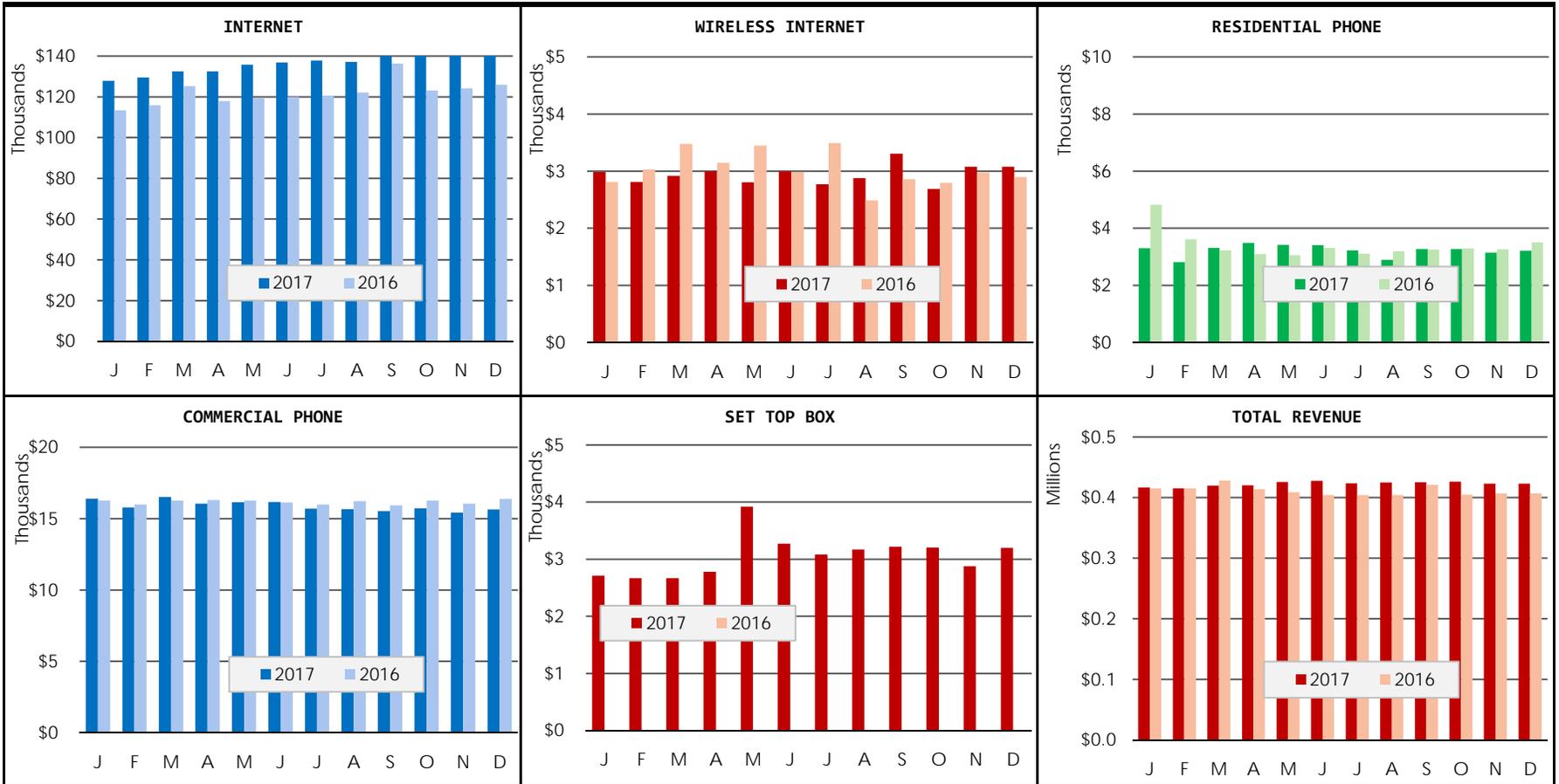


CHART 7  
REVENUES FROM SALES BY CLASS  
CURRENT VS. PREVIOUS FISCAL YEAR





**FINANCE**

**DEPARTMENT**

**MONTHLY REPORT**

**MARCH**

**2018**

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Performance Indicators	Jan-18	Dec-17	Nov-17	Oct-17	Sep-17	Aug-17	Jul-17	Jun-17	May-17	Apr-17	Mar-17	Feb-17	Jan-17
<b>Telephone Calls</b>													
<b>Admin Support</b>													
Utilities - Incoming Calls	6,756	5,736	6,047	6,234	8,851	7,103	6,434	6,918	6,176	5,714	6,126	5,937	4,867
Utilities - Abandoned Calls	421	327	342	396	494	468	379	444	384	403	339	405	313
% of Abandoned Calls - Utility	6.23%	5.70%	5.66%	6.35%	5.58%	6.59%	5.89%	6.42%	6.22%	7.05%	5.53%	6.82%	6.43%
<b>Utilities</b>													
Electric Customers	6,347	6,230	6,217	6,287	6,261	6,305	6,279	6,291	6,330	6,475	6,258	6,259	6,242
Natural Gas Customers	3,772	3,726	3,731	3,749	3,760	3,751	3,728	3,740	3,791	3,876	3,745	3,742	3,729
Water Customers	9,236	9,111	9,076	9,114	9,095	9,160	9,133	9,163	9,173	9,323	9,110	9,094	9,084
Wastewater Customers	6,974	6,863	6,837	6,891	6,864	6,915	6,891	6,902	6,947	7,097	6,869	6,863	6,846
Cable TV Customers	3,682	3,599	3,626	3,681	3,669	3,714	3,705	3,751	3,752	3,713	3,714	3,738	3,766
Digital Cable Customers	197	196	194	192	189	186	182	185	187	190	181	184	183
Internet Customers	3,470	3,365	3,293	3,338	3,366	3,318	3,328	3,338	3,317	3,226	3,260	3,211	3,181
Residential Phone Customers	901	889	887	896	905	929	911	924	927	931	904	911	919
Commercial Phone Customers	448	441	435	443	440	451	446	462	461	459	475	469	468
Fiber Customers	58	49	49	49	49	52	52	52	52	52	52	52	54
<b>Work Orders Generated</b>													
<b>Utilities</b>													
Connects	672	616	706	755	650	782	663	623	666	588	898	777	666
Cutoff for Non-Payment	216	232	189	203	201	286	230	267	309	209	233	239	215
Electric Work Orders	32	33	59	98	91	90	68	65	99	124	84	52	57
Water Work Orders	113	133	98	111	94	98	92	76	103	86	90	250	120
Natural Gas Work Orders	47	56	26	31	11	19	13	35	34	35	53	25	63
Disconnects	633	509	556	771	672	769	647	621	761	504	743	679	588
After Hours													871
Telecomm Work Orders	410	302	325	483	427	512	489	518	481	434	498	436	446
<b>Billing/Collections</b>													
<b>Utilities</b>													
Utility Revenue Billed	\$ 3,540,223	\$ 3,239,965	\$ 3,115,028	\$ 3,420,156	\$ 3,608,210	\$ 3,557,935	\$ 3,339,918	\$ 3,186,533	\$ 3,112,404	\$ 3,059,715	\$ 3,259,561	\$ 3,426,757	\$ 3,414,936
Utility Revenue Collected	\$ 3,385,570	\$ 3,073,351	\$ 3,125,037	\$ 3,448,590	\$ 3,549,586	\$ 3,321,622	\$ 3,130,385	\$ 3,129,031	\$ 3,160,269	\$ 2,896,504	\$ 3,502,087	\$ 3,337,257	\$ 3,138,344
# of Inactive Accounts Written Off	80	77	52	49	54	56	50	14	58	35	72	85	74
Amount Written Off for Bad Debt	\$ 46,845	\$ 42,805	\$ 26,793	\$ 21,466	\$ 23,542	\$ 23,014	\$ 24,317	\$ 6,958	\$ 27,804	\$ 15,156	\$ 35,731	\$ 51,347	\$ 47,086
Utility Bad Debt Collected	\$ 12,828	\$ 5,398	\$ 4,726	\$ 3,984	\$ 5,723	\$ 5,649	\$ 3,378	\$ 415	\$ 4,571	\$ 3,024	\$ 7,068	\$ 5,033	\$ 4,004
<b>Extensions</b>													
<b>Utilities</b>													
Extensions Requested	761	583	662	717	722	711	680	647	685	595	632	606	770
Extensions Pending	259	193	286	293	311	270	302	236	294	251	194	239	335
Extensions Defaulted	48	30	31	33	45	46	41	56	30	30	30	36	32
<b>Taxes</b>													
<b>Admin Support</b>													
Property Tax Transactions	-	5	1	-	6	480	6	26	12	1	5	8	10
Property Tax Collected	\$ -	\$ 2,342	\$ 113	\$ -	\$ 679	\$ 17,166	\$ 1,610	\$ 7,266	\$ 3,115	\$ 171	\$ 1,379	\$ 1,119	\$ 2,865
<b>Accounting</b>													
<b>Payroll &amp; Benefits</b>													
Payroll Checks Issued	70	223	64	62	53	52	90	74	52	51	48	51	50
Direct Deposit Advices	409	614	414	395	397	387	398	587	405	394	404	395	393
<b>General Ledger</b>													
Accounts Payable Checks Issued	258	320	313	294	258	372	302	346	385	293	397	306	285
Accounts Payable Invoices Entered	232	366	449	275	590	389	512	716	528	480	553	542	387
Journal Entries Processed	166	180	150	207	183	165	165	178	150	138	176	123	137
Miscellaneous Receipts	239	261	279	553	215	227	186	210	220	207	273	246	261
Utility Deposit Refunds Processed	29	29	34	41	31	60	49	73	35	38	65	30	38
Local Option Sales Tax	\$ 170,725	\$ 147,431	\$ 143,745	\$ 148,203	\$ 150,257	\$ 151,509	\$ 146,601	\$ 146,581	\$ 166,217	\$ 144,473	\$ 131,333	\$ 134,643	\$ 163,847
Special Local Option Sales Tax - 2013	151,216	130,901	127,396	131,352	133,100	134,509	129,914	130,106	145,022	128,043	116,393	119,317	145,200

Performance Indicators	Jan-18	Dec-17	Nov-17	Oct-17	Sep-17	Aug-17	Jul-17	Jun-17	May-17	Apr-17	Mar-17	Feb-17	Jan-17
<b>Personnel</b>													
<b>Payroll &amp; Benefits</b>													
Budgeted Positions	241	228	228	228	228	228	228	228	228	228	228	228	228
Filled Positions	226	217	216	225	222	209	207	207	208	208	207	207	204
Vacancies	15	11	12	13	16	19	21	21	20	20	21	21	24
Unfunded Positions	33	32	32	32	32	32	32	32	32	32	32	32	32
Clinic Appointment Capacity	171	120	160	140	140	180	141	164	180	160	180	175	145
Clinic Ancillary Visits	47	10	26	25	16	41	54	56	73	72	61	22	5
Clinic Utilization Percentage	1	78%	83%	89%	80%	97%	93%	95%	90%	83%	105%	60%	63%
Clinic No Shows	14	5	9	16	17	22	21	31	31	24	25	4	5
Clinic Utilization2	115	83	106	100	96	134	77	100	89	60	128	83	86



**MARCH 2018**  
**FINANCIAL**  
**STATUS REPORT**

City of Monroe  
 Financial Performance Report  
 For the Period Ended  
 January 31, 2018

Cash balances for the City of Monroe as of January 31 total **\$37,318,150.51**

The following table shows the individual account balances.

<b>1/31/2018</b>	
<b>GOVERNMENTAL FUND</b>	
General Fund Checking	1,298,701.81
Stabilization Fund	1,250,000.00
Community Center Deposits	6,988.65
Group Health Insurance (Claims/Premiums)	625,376.12
Unemployment Fund	17,174.03
Workmen's Compensation (To Fund Claims)	76,465.50
<b>CAPITAL PROJECTS FUND</b>	
Capital Improvement - General Government	2,739.99
SPLOST	1,380,834.46
SPLOST 2013	4,049,764.46
GO Bond - Public Facilities	-
<b>SPECIAL REVENUE FUND</b>	
Hotel/Motel	3,430.92
DEA Confiscated Assets Fund	7,213.05
Confiscated Assets Fund	19,618.14
<b>DEBT SERVICE FUND</b>	
General Obligation	114.80
<b>ENTERPRISE FUND</b>	
Solid Waste	499,945.67
Solid Waste Capital	680,840.95
Utility Revenue	403,681.81
Utility Revenue Reserve	1,333,114.10
Utility MEAG Payment Acct	1,976.53
Utility MGAG Payment Acct	8,317.51
Utility Gov't Loan Payment Acct	26,034.65
Utility MEAG Short-Term Investment	4,703,962.85
Utility MEAG Intermediate Extended Investment	4,411,079.14
Utility MEAG Intermediate Portfolio Investment	1,274,141.78
Utility Capital Improvement	12,267,700.44
Utility GEFA Restricted	1,000.00
Utility Bond Sinking Fund	453,155.24
Tap Fees	1,025,645.54
Utility Customer Deposits	1,489,132.37

City of Monroe  
 Financial Performance Report  
 For the Period Ended  
 January 31, 2018

The table below shows an overview of the **General Fund** revenues and expenses by department.

<b>REVENUE AND EXPENSE REPORT</b>					
<b>GENERAL FUND</b>					
	<u>Jan-17</u>	<u>Jan-18</u>	<u>Variance</u>	<u>2018 Budget</u>	<u>% Budget to YTD 2018</u>
<b>REVENUE</b>					
TAXES	452,903 <sup>†</sup>	663,486	210,583	6,773,323	9.80%
LICENSES & PERMITS	82,898	62,766	(20,132)	327,700	19.15%
INTERGOVERNMENTAL	(24,170)	150,297	174,467	460,374	32.65%
CHARGES FOR SERVICES	69,437	55,797	(13,640)	700,000	7.97%
FINES	20,080	35,536	15,456	400,000	8.88%
INVESTMENT INCOME	-	-	-	-	-
CONTRIBUTIONS & DONATIONS	-	2,117	2,117	41,000	5.16%
MISCELLANEOUS INCOME	16,140	31,512	15,372	266,000	11.85%
OTHER FINANCING SOURCES	147,600	152,836	5,236	2,518,758	6.07%
<b>TOTAL REVENUE:</b>	<b>764,888</b>	<b>1,154,347</b>	<b>389,459</b>	<b>11,487,155</b>	<b>10.05%</b>
<b>EXPENSE</b>					
GENERAL GOVERNMENT	117,130	86,622 <sup>†</sup>	(30,508)	1,315,499	6.58%
FINANCE	27,125	55,386	28,261	417,991	13.25%
PROTECTIVE/CODE INSPECTION	21,635	31,494	9,859	631,363	4.99%
FIRE	99,605	141,741	42,136	2,202,148	6.44%
HIGHWAYS & STREETS	79,929	100,072	20,143	1,569,486	6.38%
POLICE	205,941	220,215	14,274	4,203,295	5.24%
PARKS	16,046	10,479	(5,567)	285,129	3.68%
OTHER FINANCING USES	-	-	-	862,248	-
<b>TOTAL EXPENSES:</b>	<b>567,411</b>	<b>646,009</b>	<b>78,598</b>	<b>11,487,159</b>	<b>5.62%</b>

Revenue

Collections were \$1,154,347 which is 10% of the total amount budgeted for 2018.

Taxes:

- General Tax collections for the month were \$446 thousand. *Until the last quarter of the year when property tax collections start coming in, this figure includes an estimated \$230 thousand.*
- Local Option Sales Tax collected was \$170 thousand, collections are at 10% of budget.
- Selective Sales & Use Tax (Alcohol Beverage, etc.) collections for January were \$27 thousand
- Business Tax collections for the month were \$62 thousand. *Insurance Premium Tax will not be received from the State until October. If the Insurance Premium Tax were paid monthly, we would have an additional \$70,000. The due date for existing businesses is March 1.*

Licenses & Permits

- Business Licenses (include alcoholic beverage permits and insurance licenses) collections for the month were \$58 thousand.
- Building permit; \$4.6 thousand collected of the \$128 thousand budgeted.

Charges for Services

- Culture & Recreation (Event Fees); No revenue collected at this time.
- Other Charges for Services (Self Insurance Fees) are at 8% of budget for the month.

*City of Monroe  
Financial Performance Report  
For the Period Ended  
January 31, 2018*

**Fines**

- Municipal Court Collections; 9% of budget with \$35 thousand collected. *This figure does not include any of the add-on fees collected that are paid to outside agencies and not included as part of the City's revenue.*

**Contributions & Donations**

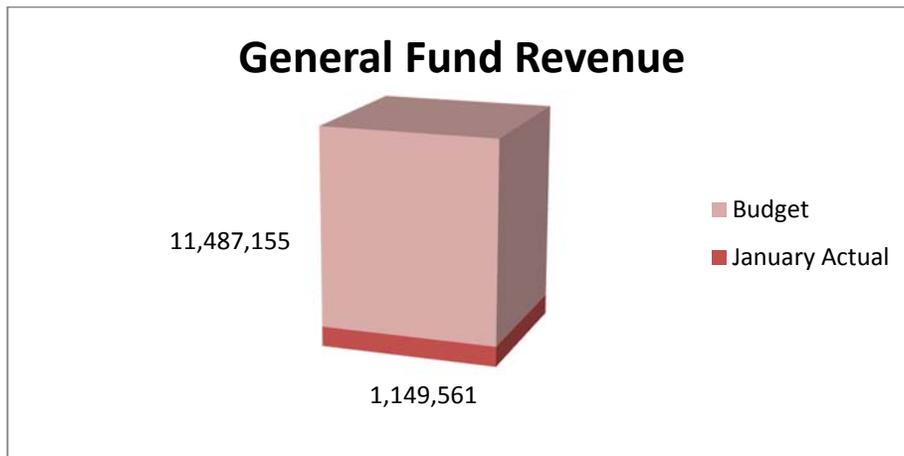
- Main Street; no revenue has been collected at this time.

**Miscellaneous**

- Hanger rent, tie down fees, community center & Walton Plaza rental fees are slightly above budget at 9%.

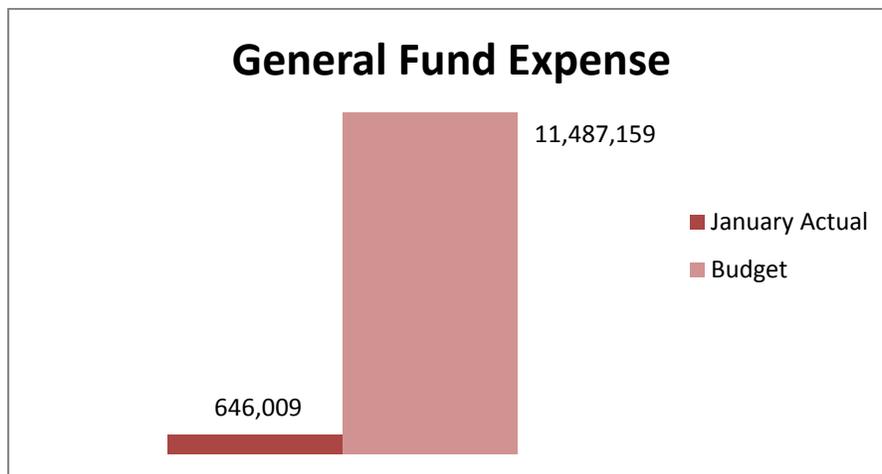
**Other Financing Sources**

- Operating transfers in from Utilities for the month were \$132 thousand and operating transfers in from Solid Waste were \$18 thousand.



**Expenditures**

General fund total expenditures of \$646,009 are at 6% of the total budgeted for 2018. *The target YTD percentage for this month should be at or below 8%.*



City of Monroe  
 Financial Performance Report  
 For the Period Ended  
 January 31, 2018

The table below shows an overview of the **Combined Utility Fund** revenues and expenses by department.

**COMBINED UTILITIES FUND**

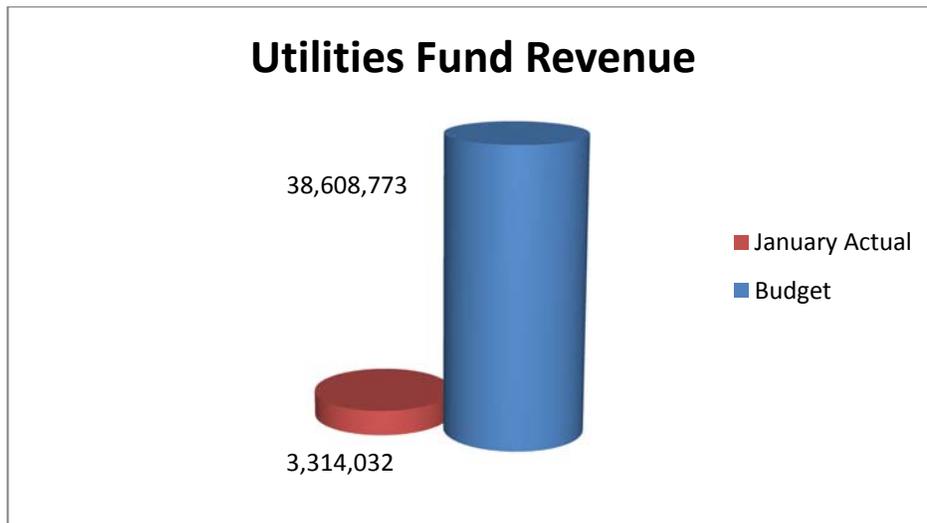
	<u>Jan-17</u>	<u>Jan-18</u>	<u>Variance</u>	<u>2018 Budget</u>	<u>% Budget to YTD 2018</u>
<b>REVENUE</b>					
INTERGOVERNMENTAL	-	-	-	500,000	0.00%
CHARGES FOR SERVICES					
WATER	401,530 <sup>¶</sup>	382,081	(19,449)	4,845,000	7.89%
SEWER	322,768	322,789	21	3,928,000	8.22%
ELECTRIC	1,398,641	1,466,152	67,511	19,004,530	7.71%
NATURAL GAS	482,947	533,686	50,739	3,566,181	14.97%
CATV/INTERNET	450,583	468,794	18,211	5,698,000	8.23%
UTILITY NON SPECIFIC	54,893	60,128	5,235	640,000	9.40%
GUTA		17,400	17,400	367,062	4.74%
INTEREST INCOME	29,432	57,892	28,460	60,000	96.49%
CONTRIBUTIONS & DONATIONS	-	-	-	-	-
MISCELLANEOUS INCOME	-	5,110	5,110	-	-
OTHER FINANCING SOURCES	-	-	-	-	-
<b>TOTAL REVENUE:</b>	<b>3,140,794</b>	<b>3,314,032</b>	<b>173,238</b>	<b>38,608,773</b>	<b>8.58%</b>
<b>EXPENSE</b>					
FINANCIAL ADMINISTRATION	(167,766)	(175,510) <sup>¶</sup>	(7,744)	(2,350,535)	7.47%
UTILITY CUSTOMER SERVICE	94,745	86,699	(8,046)	1,087,100	7.98%
UTILITY BILLING	21,852	22,410	558	312,636	7.17%
CENTRAL SERVICES	51,169	66,401	15,232	950,800	6.98%
GENERAL ADMIN ELECTRIC/TELECOMM	17,758	21,098	3,340	358,627	5.88%
ELECTRIC	1,244,742 <sup>¶</sup>	1,308,513	63,771	18,503,513	7.07%
TELECOMM	377,593	349,889	(27,704)	6,281,929	5.57%
GENERAL ADMIN GAS WATER & SEWER	11,431	11,167	(264)	217,159	5.14%
SEWER	199,476	214,329	14,853	4,594,859	4.66%
WATER	187,916	210,625	22,709	4,631,205	4.55%
GAS	299,690 <sup>¶</sup>	307,818	8,128	3,653,918	8.42%
GUTA		-	-	367,562	-
<b>TOTAL EXPENSES:</b>	<b>2,338,606</b>	<b>2,423,439</b>	<b>84,833</b>	<b>38,608,773</b>	<b>6.28%</b>

*City of Monroe  
Financial Performance Report  
For the Period Ended  
January 31, 2018*

Revenue

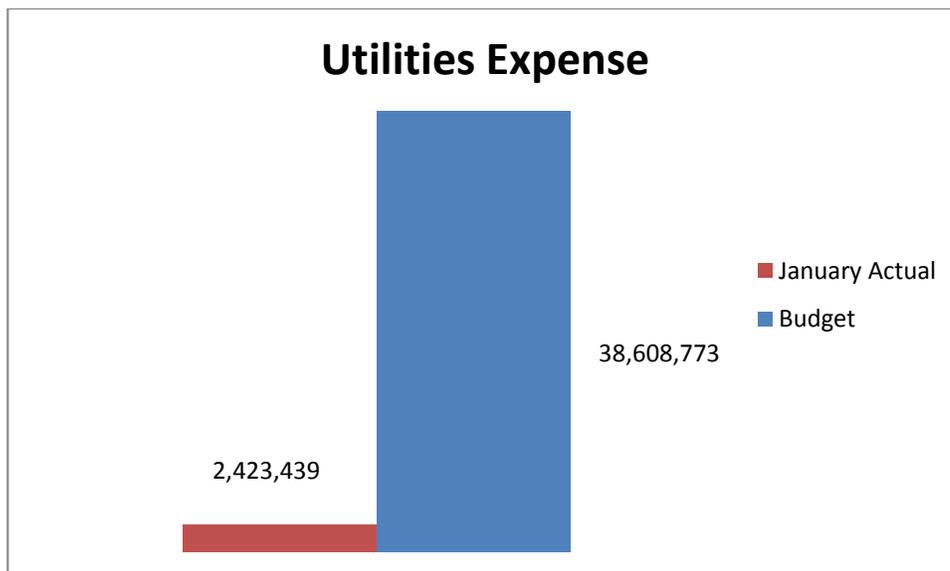
Operating revenues total \$3,314,032 which is 8.5% of the total amount budgeted for 2018.

- Water – Charges for sales and services \$382 thousand
- Sewer – Charges for sales and services \$323 thousand
- Electric – Charges for sales and services \$1.466 million
- Natural Gas – Charges for sales and services \$534 thousand
- Telecom – Charges for sales and services \$469 thousand



Expenses

- Operating expenses were at 6% of the total budget, \$2,423,439



*City of Monroe*  
*Financial Performance Report*  
*For the Period Ended*  
*January 31, 2018*

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

**CITY OF MONROE, GEORGIA**  
**STATEMENT OF REVENUES, EXPENSES, AND**  
**CHANGES IN FUND NET POSITION**  
**COMBINED UTILITY FUND**  
**FOR THE FISCAL PERIOD ENDED**  
**January 31, 2018**

	<b>ADMINISTRATIVE DIVISION</b>	<b>CATV/INTERNET DIVISION</b>	<b>ELECTRIC DIVISION</b>	<b>GAS DIVISION</b>	<b>WASTEWATER DIVISION</b>	<b>WATER DIVISION</b>	<b>GUTA DIVISION</b>	<b>TOTAL ALL DIVISIONS</b>
<b>OPERATING REVENUES</b>								
Charges for sales and services	\$ -	\$ 468,794.12	\$ 1,466,152.40	\$ 533,685.28	\$ 322,788.92	\$ 382,081.62	\$ 17,400.00	\$ 3,190,902.34
Customer account fees	60,128.12	-	-	-	-	-	-	60,128.12
Other revenue - allocation	(48,129.81)	8,041.53	20,362.28	4,883.73	6,596.19	8,246.08	-	(0.00)
Other	-	-	-	-	-	-	-	-
<b>Total operating revenues</b>	<b>11,998.31</b>	<b>476,835.65</b>	<b>1,486,514.68</b>	<b>538,569.01</b>	<b>329,385.11</b>	<b>390,327.70</b>	<b>17,400.00</b>	<b>3,251,030.46</b>
<b>OPERATING EXPENSES</b>								
Cost of sales and services	-	246,453.44	1,095,164.24	224,557.51	-	-	-	1,566,175.19
General operating expenses	8,729.83	72,258.29	143,788.47	64,685.59	171,957.30	138,602.95	-	600,022.43
Depreciation	-	-	-	-	-	-	-	-
Amortization	-	-	-	-	-	-	-	-
<b>Total operating expenses</b>	<b>8,729.83</b>	<b>318,711.73</b>	<b>1,238,952.71</b>	<b>289,243.10</b>	<b>171,957.30</b>	<b>138,602.95</b>	<b>-</b>	<b>2,166,197.62</b>
Operating income (loss)	3,268.48	158,123.92	247,561.97	249,325.91	157,427.81	251,724.75	17,400.00	1,084,832.84
<b>NON-OPERATING REVENUES (EXPENSES)</b>								
Interest income	(17,108.31)	-	-	-	-	-	-	(17,108.31)
Other	5,110.00	-	75,000.00	-	-	-	-	80,110.00
Intergovernmental	-	-	-	-	-	-	-	-
Interest expense	(245.98)	-	-	(3,751.52)	(11,651.88)	(12,265.32)	-	(27,914.70)
Gain on disposal of capital assets	-	-	-	-	-	-	-	-
<b>Total non-operating revenue (expense)</b>	<b>(12,244.29)</b>	<b>-</b>	<b>75,000.00</b>	<b>(3,751.52)</b>	<b>(11,651.88)</b>	<b>(12,265.32)</b>	<b>-</b>	<b>35,086.99</b>
Income (loss) before capital contributions and transfers	(8,975.81)	158,123.92	322,561.97	245,574.39	145,775.93	239,459.43	17,400.00	1,119,919.83
Capital contributions	-	-	-	-	-	-	-	-
Capital assets	-	(10,241.79)	(28,604.39)	-	(15,251.73)	(41,736.83)	-	(95,834.74)
Transfers in	-	-	-	-	-	-	-	-
Transfers out	(1,000.00)	(20,936.39)	(62,053.10)	(16,014.44)	(15,468.09)	(18,020.03)	-	(133,492.05)
	(1,000.00)	(31,178.18)	(90,657.49)	(16,014.44)	(30,719.82)	(59,756.86)	-	(229,326.79)
<b>Change in net position</b>	<b>\$ (9,975.81)</b>	<b>\$ 126,945.74</b>	<b>\$ 231,904.48</b>	<b>\$ 229,559.95</b>	<b>\$ 115,056.11</b>	<b>\$ 179,702.57</b>	<b>\$ 17,400.00</b>	<b>\$ 890,593.04</b>
Net position, beginning of year								67,551,155.00 <sup>*</sup>
Net position, end of period	\$ (9,975.81)	\$ 126,945.74	\$ 231,904.48	\$ 229,559.95	\$ 115,056.11	\$ 179,702.57	\$ 17,400.00	\$ 68,441,748.04

*City of Monroe  
Financial Performance Report  
For the Period Ended  
January 31, 2018*

The table below shows an overview of the **Solid Waste Fund** revenues and expenses by division.

<b>REVENUE AND EXPENSE REPORT SOLID WASTE FUND</b>					
	<u>Jan-17</u>	<u>Jan-18</u>	<u>Variance</u>	<u>2018 Budget</u>	<u>% Budget to YTD 2018</u>
<b>REVENUE</b>					
CHARGES FOR SERVICES	397,627 <sup>▲</sup>	348,384	(49,243)	4,611,200	7.56%
CONTRIBUTIONS & DONATIONS	-	-	-	-	-
<b>TOTAL REVENUE:</b>	<b>397,627</b>	<b>348,384</b>	<b>(49,243)</b>	<b>4,611,200</b>	<b>7.56%</b>
<b>EXPENSE</b>					
ADMINISTRATION	19,237	22,174	2,937	342,176	6.48%
SOLID WASTE COLLECTION	49,629	61,732	12,103	830,811	7.43%
SOLID WASTE DISPOSAL	204,103	178,701	(25,402)	2,520,805	7.09%
RECYCLABLE COLLECTION	5,557	5,572	15	160,909	3.46%
PUBLIC EDUCATION	-	-	-	-	-
YARD TRIMMINGS COLLECTION	14,230	37,844	23,614	220,339	17.18%
OTHER FINANCING USES	20,881	18,419	(2,462)	536,161	3.44%
<b>TOTAL EXPENSES:</b>	<b>313,637</b>	<b>324,442</b>	<b>10,805</b>	<b>4,611,201</b>	<b>7.04%</b>

Revenue

Collections for January are \$348 thousand, 8% of the revenue budget appropriation. As of February 1, we have \$118 thousand in transfer station revenue billed over 30 days with an additional \$190 thousand in current transfer station billing.

- Sanitation fee collections for January were \$169 thousand
- Transfer Station revenues were \$161 thousand for the month of January.



City of Monroe  
Financial Performance Report  
For the Period Ended  
January 31, 2018

Expenses

Solid Waste expenses are at 7% of the total budget, \$324,442



City of Monroe  
 Financial Performance Report  
 For the Period Ended  
 January 31, 2018

**SPLOST**

Below is a chart showing disbursements from Walton County to date for SPLOST 2013-2018.

**SPLOST 2013-2018**

Sales Tax Receipt Month	Walton County		15.3335760% Monroe's Portion up to 60M	Actual Receipt Total for Month	Other Revenues	Total Receipts SPLOST	Expenses for the Month	Interest for the Month	Account Balance
	Special Local Option Sales Taxes Received	Receipt Total for Period of SPLOST							
Jan-17	946,956.31	38,526,130.40	145,202.27	145,199.65	148,261.11	293,460.76	77,866.68	255.99	3,217,338.48
Feb-17	778,138.75	39,304,269.15	119,316.50	119,314.35		119,314.35	16,223.31	247.48	3,320,677.00
Mar-17	759,086.68	40,063,355.83	116,395.13	116,393.04		116,393.04	89,191.52	279.04	3,348,157.56
Apr-17	835,050.38	40,898,406.21	128,043.08	-		-	94,297.57	272.52	3,254,132.51
May-17	945,777.64	41,844,183.85	145,021.53	273,059.70	15,782.40	288,842.10	135,393.69	284.64	3,407,865.56
Jun-17	848,506.61	42,692,690.46	130,106.41	-		-	149,150.18	279.95	3,258,995.33
Jul-17	847,263.86	43,539,954.32	129,915.85	260,017.57	-	260,017.57	16,868.17	288.27	3,502,433.00
Aug-17	877,233.25	44,417,187.57	134,511.23	134,508.81	145,529.34	280,038.15	16,101.80	301.34	3,766,670.69
Sep-17	868,042.28	45,285,229.85	133,101.92	133,099.53		133,099.53	178,174.68	301.63	3,721,897.17
Oct-17	856,642.97	46,141,872.82	131,354.00	131,351.64		131,351.64	178,300.43	315.69	3,675,264.07
Nov-17	830,845.61	46,972,718.43	127,398.34	127,396.05		127,396.05	21,580.37	302.25	3,781,382.00
Dec-17	853,438.30	47,826,156.73	130,862.61	130,900.98		130,900.98	10,755.25	322.22	3,901,849.95
Jan-18	986,456.84	48,812,613.57	151,259.11	151,215.66		151,215.66	3,633.00	331.85	4,049,764.46



**FIRE**

**DEPARTMENT**

**MONTHLY REPORT**

**MARCH**

**2018**

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**POLICE**

**DEPARTMENT**

**MONTHLY REPORT**

**MARCH**

**2018**

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**Public Safety Dept. Activity Report-JAN 2018**

<b>Monroe Police Dept.</b>		<b>Monroe Fire Dept.</b>			
Calls for Service	3549	<b>FIRES</b>			<b>PHONE CALLS</b> 163
		Building	4		<b>TOTAL</b> 163
Calls to MPD	1725	Cooking	0		<b>SERVICE CALLS</b>
		Vehicle	3		Assist other Agency 3
Court Cases	529	Grass	1		Public Service 1
		Trash/Waste	2		Service other 10
Training Hours	189	Dumpster	0		<b>TOTAL</b> 14
		Fire Other	1		<b>GOOD INTENT CALL</b>
Part 1 Crimes	100	<b>TOTAL</b>	11		Canceled call 49
		<b>EMS</b>			No Emergency Found 9
Part 2 Crimes	39	EMS Calls	71	417	Good Intent Other 3
		Medical Assist.	65		<b>TOTAL</b> 61
Arrest-Adult	105	Vehicle Accident w/injuries	4		<b>FALSE ALARM</b>
Juvenile	4	Vehicle/Pedestrian Accident	0		Malicious Alarm 0
		MVA/No injuries	4		System/Detector Malfunction 9
C/S Trash Pick up	0	Extrication	0		Unintentional Activation 5
Tires	0	EMS other	0		Alarm Other 0
		<b>TOTAL</b>	144		<b>TOTAL</b> 14
		<b>HAZARDOUS CONDITIONS</b>			<b>SEVER WEATHER</b>
		Flammable Liquid Spill	0		Sever Weather 0
		Gas Leak(LP/Natural Gas)	1		<b>TOTAL</b> 0
		Hazardous Other	6		<b>GRAND TOTAL</b> 251
		<b>TOTAL</b>	7		
<b>Community Events</b>					
1/6-Strong Hands Up Class					
1/11-Southern Roots Home School Group tour		<b>Aid Given to WCFR</b>	6		
1/27-Strong Hands Up Class		<b>Aid Received from WCFR</b>	4		
		Public Relations/Events		2	
		Training Hrs.		273.5	
		Building Inspections		28	
		Smoke Alarms Issued to Public		0	
		Arson Investigations/City		1	
		Arson Invest./Inter Agency		0	



## COMPARISON OF CITATIONS 2017/2018

	Jan-17	Jan-18
CITATIONS/WARNINGS ISSUED:	295	426
ADJUDICATED/CLOSED CASES	202	529
FINES COLLECTED PER MONTH	\$21,274.25	\$45,236.50
YEAR TO DATE COLLECTED:	\$21,274.25	\$45,236.50



# WALTON COUNTY 911

## Radio Log Statistical Report, by Unit

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<u>Unit</u>	<u>Unit Description</u>	<u>Number of Logs</u>
320	LAW ENFORCEMENT UNIT	2
322	LAW ENFORCEMENT UNIT	3
326	LAW ENFORCEMENT UNIT	5
335	LAW ENFORCEMENT UNIT	2
340	LAW ENFORCEMENT UNIT	4
350	LAW ENFORCEMENT UNIT	1
351	LAW ENFORCEMENT UNIT	4
352	LAW ENFORCEMENT UNIT	22
353	LAW ENFORCEMENT UNIT	8
356	LAW ENFORCEMENT UNIT	61
358	LAW ENFORCEMENT UNIT	4
360	LAW ENFORCEMENT UNIT	17
361	LAW ENFORCEMENT UNIT	1
362	LAW ENFORCEMENT UNIT	23
363	LAW ENFORCEMENT UNIT	47
364	LAW ENFORCEMENT UNIT	11
366	LAW ENFORCEMENT UNIT	19
370	LAW ENFORCEMENT UNIT	3
<b>Total Radio Logs:</b>		<b>237</b>

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**Report Includes:**

All dates between `00:00:00 01/01/18` and `23:59:59 01/31/18`, All agencies matching `MPD`, All zones, All units, All tencodes matching `1066`, All shifts



# WALTON COUNTY 911

## Law Total Incident Report, by Nature of Incident

<u>Nature of Incident</u>	<u>Total Incidents</u>
FIGHT VIOLENT	3
ANIMAL COMPLAINT	19
INJURED ANIMAL	1
PROWLER	8
BURGLARY IN PROGRESS	7
BURGLARY REPORT	8
DOMESTIC NON-VIOLENT	89
WARRANT SERVICE	38
SUBJECT WITH WEAPON	2
SUSPICIOUS PERSON	82
SUSPICIOUS VEHICLE	112
SUICIDE ATTEMPT	5
SUICIDE THREAT	9
KEYS LOCKED IN VEHICLE	119
ACCIDENT NO INJURIES	69
MVA WITH AN ANIMAL	2
INJURY BY COMPLAINT	1
ACCIDENT WITH A DEER	4
ACCIDENT WITH INJURIES	7
PERSON STRUCK WITH AUTO	1
ACCIDENT UNKNOWN INJURIES	7
ROAD HAZARD	13
INTOXICATED PERSON	1
HIT AND RUN	10
HIT AND RUN W/ PEDISTRIAN	1
DIRECT TRAFFIC	3
FUNERAL ESCORT	6
TRANSPORT	11
DISABLED VEHICLE	38
AREA/BLDG CHECK	1933
LITTERING/ILLEGAL DUMPING	1
CHILD ABUSE	1
RAPE	1
SEXUAL ASSAULT	1
WORK SCHOOL TRAFFIC	1
BANK ALARM	3
BUSINESS ALARM	48
RESIDENTIAL ALARM	31
SCHOOL ALARM	1
SUBJECT IN CUSTODY	7
TRANSPORT TO JAIL	7
TRANSPORT TO MENTAL	1
DEMENTED PERSON NON-VIOLENT	14
ESCAPED PRISONER	1

<u>Nature of Incident</u>	<u>Total Incidents</u>
STOLEN VEHICLE	6
911 HANGUP	32
CONTROL SUBSTANCE PROBLEM	6
AGENCY ASSISTANCE	10
ASSAULT	5
ASSAULT LAW ENFORCEMENT ONLY	3
BREATHING PROBLEMS PRIORITY 1	1
CHILD CUSTODY DISPUTE	2
CIVIL ISSUE/DISPUTE	14
COUNTERFEIT MONEY	4
CIVIL PAPER SERVICE	4
DAMAGE TO PROPERTY	33
DISPUTE NON VIOLENT IN NATURE	48
DISTRUBING THE PEACE	4
Dead Body	2
EMERGENCY MESSAGE	3
LE ASSIST FOR EMS	19
ENTERING AN AUTO	24
EXPLOSIVES PROBLEM	1
EXTRA PATROL REQUEST	10
ASSIST FIRE DEPARTMENT	12
FIREARMS DISCHARGED	13
FIREWORKS	2
FOLLOW UP TO PREVIOUS CALL	5
FORGERY	1
FOUND PROPERTY	12
FRAUD	7
GAS DRIVE OFF	1
HARRASSING PHONE CALLS	4
HARRASSMENT	2
IDENTITY THEFT	1
ILLEGAL PARKING	6
JUVENILE RUNAWAY	2
JUVENILE COMPLAINT	22
JUVENILE PROBLEM -NO COMPLAINT	5
LOITERING	1
LOST ITEM REPOR	7
LOUD MUSIC COMPLAINT	1
MISSING PERSON	3
MISCELLANEOUS LAW INCIDENT	29
POWER LINES DOWN	1
RECOVERED STOLEN VEHICLE	1
ROAD RAGE	3
SHOPLIFTING	20
SHOTS FIRED	1
SMOKE IN RESIDENCE	1
THEFT IN PROGRESS	1
THEFT REPORT	25
THREATS	4
TRAFFIC VIOLATION	335

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<u>Nature of Incident</u>	<u>Total Incidents</u>
UNKNOWN PRIORITY 1	3
UNKNOWN LAW PROBLEM	5
UNSECURE PREMISES	3
VEHICLE INSPECTION	13
WELFARE CHECK	39

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Total reported: 3549

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**Report Includes:**

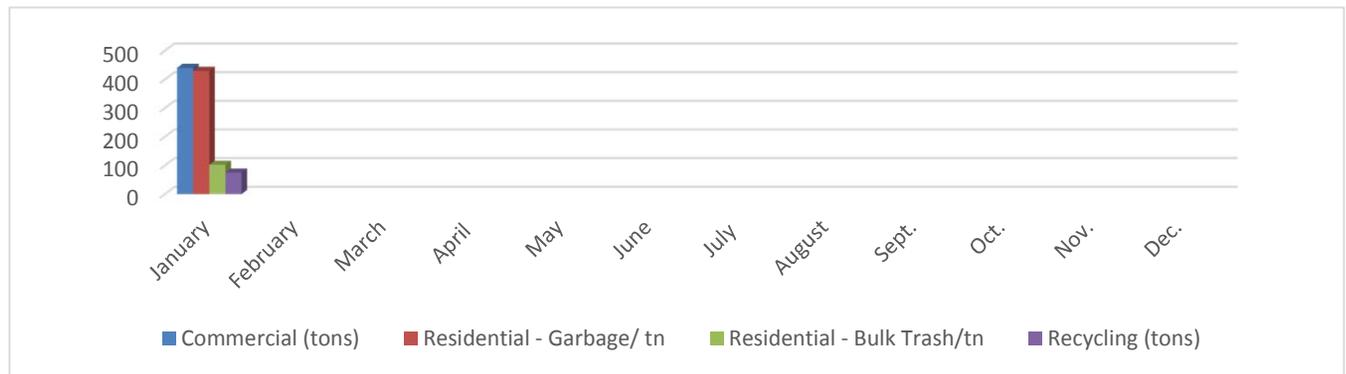
All dates between `00:00:00 01/01/18` and `23:59:59 01/31/18`, All agencies matching `MPD`, All natures, All locations, All responsible officers, All dispositions, All clearance codes, All observed offenses, All reported offenses, All offense codes, All circumstance codes



**SOLID WASTE  
DEPARTMENT  
MONTHLY REPORT  
MARCH  
2018**

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<b>2018</b>	January	February	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.
Commercial (tons)	440.19											
Residential - Garbage/ tn	429.92											
Residential - Bulk Trash/tn	101.83											
Recycling (tons)	75.00											
Transfer Station (tons)	4,861.42											
Customers (TS)	15											
Sweeper (tons)	0.7											
Storm drain debris (tons)	0.3											
	January	February	March	April	May	June	July	August	Sept.	Oct.	Nov.	Dec.
Recycling - Yard Trim (tons)	43.62											
Recycling - Curbside (tons)	17.76											
Recycling - Cardboard (tons)	10.73											
Recycling - Scrap Metal (tons)												
Recycling - Scrap tires (tons)	140 (2.89)											
Garbage carts (each)	31											
Recycling bins (each)	13											
Dumpsters (each)	1											
Lids (each)												
Cemetery Permits	1											





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

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## **Public Works Administration**

January 2018

\* The Public Works Office received 584 calls during this period.

\*The Public Works Office issued 67 work orders of which 60 were completed.

\*Community Building rented out twice (small – once, and whole building – once).

## **Fleet Maintenance Division**

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

Department	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Total
Airport													0
City Hall													0
Code													0
Electric/Cable	7												7
Finance													0
Fire	3												3
Gas/Water/Sewer	6												6
GUTA													0
Meter Readers													0
Motor Pool													0
Police	9												9
Public Works	37												37
TOTAL	62	0	0	0	0	0	0	0	0	0	0	0	62

## **Grounds Division**

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

\*Picked up .92 tons/1,840 pounds of litter on various city streets.

## **Street Division**

\*The right of way crew continues to trim limbs, and picked up 1.09 tons/2,170 pounds of litter. Crews have also completed road repairs on various streets.

\*The Airport inspection was completed by GDOT in August 2015 and the street division is continuing to work on those items to bring into state and federal compliance. This work consists of tree removal, grading of slopes, and stormwater drainage renovations.





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

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# MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 12/2017 | FY 2017



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

## CITY OF MONROE: NATURAL GAS FUND OVERVIEW

	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	Jun 2017	Jul 2017	Aug 2017	Sep 2017	Oct 2017	Nov 2017	Dec 2017	FY 2017	AS BUDGET	FY 2016
<b>REVENUES</b>	\$ 0.489M	\$ 0.449M	\$ 0.372M	\$ 0.409M	\$ 0.220M	\$ 0.184M	\$ 0.168M	\$ 0.155M	\$ 0.148M	\$ 0.171M	\$ 0.202M	\$ 0.348M	\$ 3.315M	\$ 3.667M	\$ 3.354M
PERSONNEL COSTS	\$ (0.057M)	\$ 0.048M	\$ 0.053M	\$ 0.049M	\$ 0.058M	\$ 0.072M	\$ 0.051M	\$ 0.037M	\$ 0.049M	\$ 0.046M	\$ 0.049M	\$ 0.070M	\$ 0.525M	\$ 0.520M	\$ 0.665M
CONTRACTED SVC	\$ 0.004M	\$ 0.012M	\$ 0.014M	\$ 0.016M	\$ 0.018M	\$ 0.003M	\$ 0.005M	\$ 0.022M	\$ 0.010M	\$ 0.004M	\$ 0.016M	\$ 0.005M	\$ 0.129M	\$ 0.192M	\$ 0.092M
SUPPLIES	\$ 0.004M	\$ 0.239M	\$ 0.163M	\$ 0.123M	\$ 0.101M	\$ 0.091M	\$ 0.075M	\$ 0.074M	\$ 0.075M	\$ 0.072M	\$ 0.114M	\$ 0.132M	\$ 1.263M	\$ 1.660M	\$ 1.097M
CAPITAL OUTLAY	\$ -	\$ -	\$ 0.008M	\$ 0.002M	\$ -	\$ -	\$ -	\$ -	\$ 0.050M	\$ 0.042M	\$ 0.011M	\$ 0.100M	\$ 0.213M	\$ -	\$ -
FUND TRANSFERS	\$ 0.021M	\$ 0.049M	\$ 0.049M	\$ 0.039M	\$ 0.061M	\$ 0.046M	\$ 0.041M	\$ 0.033M	\$ 0.042M	\$ 0.035M	\$ 0.039M	\$ 0.193M	\$ 0.648M	\$ 0.726M	\$ 0.666M
<b>EXPENSES</b>	\$ (0.028M)	\$ 0.348M	\$ 0.286M	\$ 0.229M	\$ 0.237M	\$ 0.212M	\$ 0.172M	\$ 0.166M	\$ 0.226M	\$ 0.199M	\$ 0.230M	\$ 0.500M	\$ 2.779M	\$ 3.097M	\$ 2.519M
<b>MARGIN</b>	\$ 0.517M	\$ 0.100M	\$ 0.086M	\$ 0.179M	\$ (0.017M)	\$ (0.028M)	\$ (0.004M)	\$ (0.011M)	\$ (0.078M)	\$ (0.029M)	\$ (0.028M)	\$ (0.152M)	\$ 0.536M	\$ 0.570M	\$ 0.835M

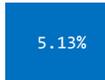
12-MO  
PURCHASED  
MCF 's



12-MO  
RETAIL  
MCF 's



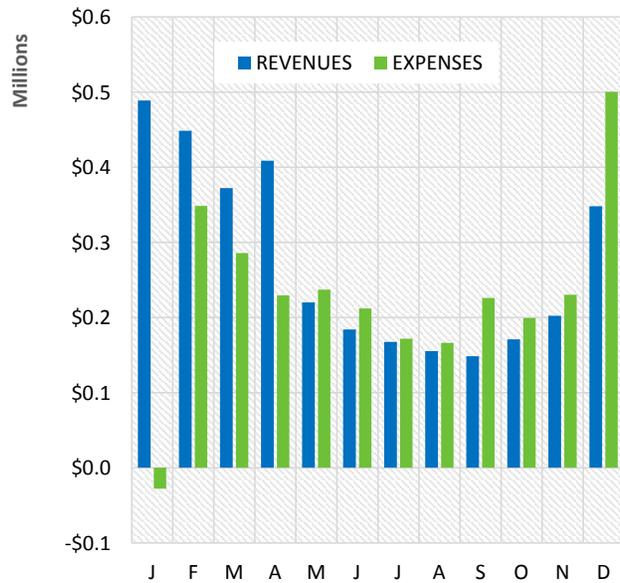
12-MO LINE  
LOSS



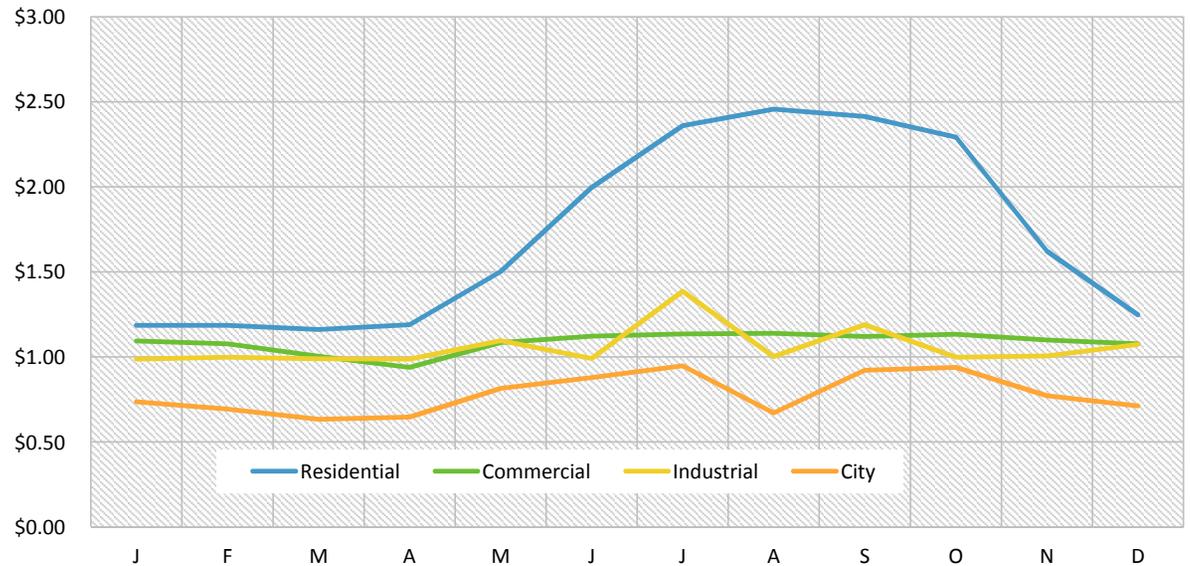
AVERAGE  
COST PER  
MCF



**REVENUES vs. EXPENSES**



**AVERAGE \$/MCF**



# RETAIL SALES REPORT

Jan 2017   Feb 2017   Mar 2017   Apr 2017   May 2017   Jun 2017   Jul 2017   Aug 2017   Sep 2017   Oct 2017   Nov 2017   Dec 2017

## CUSTOMER COUNT

Residential	3,160	3,178	3,174	3,308	3,214	3,169	3,157	3,178	3,184	3,169	3,156	3,141
Commercial	544	539	546	543	552	546	546	548	551	555	550	560
Industrial	3	3	3	3	3	3	3	3	3	3	3	3
City	20	20	20	20	20	20	20	20	20	20	20	20
<b>Total</b>	<b>3,729</b>	<b>3,742</b>	<b>3,745</b>	<b>3,876</b>	<b>3,791</b>	<b>3,740</b>	<b>3,728</b>	<b>3,751</b>	<b>3,760</b>	<b>3,749</b>	<b>3,731</b>	<b>3,726</b>

Year-Over-Year Δ	0.43%	0.73%	0.13%	3.72%	1.88%	0.35%	0.22%	0.73%	0.48%	1.08%	0.03%	0.27%
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## MCF

Residential	0.232M	0.215M	0.170M	0.143M	0.070M	0.036M	0.027M	0.025M	0.026M	0.028M	0.057M	0.139M
Commercial	0.158M	0.151M	0.139M	0.119M	0.084M	0.070M	0.062M	0.057M	0.061M	0.070M	0.078M	0.127M
Industrial	0.008M	0.003M	0.007M	0.008M	0.001M	0.005M	0.000M	0.003M	0.000M	0.003M	0.002M	0.001M
City	0.012M	0.010M	0.007M	0.006M	0.002M	0.002M	0.001M	0.006M	0.001M	0.001M	0.003M	0.007M
<b>Total</b>	<b>0.427M</b>	<b>0.395M</b>	<b>0.340M</b>	<b>0.291M</b>	<b>0.173M</b>	<b>0.135M</b>	<b>0.112M</b>	<b>0.103M</b>	<b>0.099M</b>	<b>0.115M</b>	<b>0.153M</b>	<b>0.289M</b>

Year-Over-Year Δ	31.71%	-24.57%	-35.37%	3.28%	-4.14%	7.70%	5.65%	14.77%	2.39%	3.42%	19.35%	23.33%
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## REVENUE

Residential	\$ 0.275M	\$ 0.255M	\$ 0.198M	\$ 0.170M	\$ 0.105M	\$ 0.073M	\$ 0.064M	\$ 0.062M	\$ 0.062M	\$ 0.065M	\$ 0.092M	\$ 0.174M
Commercial	\$ 0.172M	\$ 0.163M	\$ 0.139M	\$ 0.112M	\$ 0.092M	\$ 0.078M	\$ 0.071M	\$ 0.065M	\$ 0.069M	\$ 0.080M	\$ 0.086M	\$ 0.137M
Industrial	\$ 0.008M	\$ 0.003M	\$ 0.006M	\$ 0.008M	\$ 0.001M	\$ 0.005M	\$ 0.000M	\$ 0.003M	\$ 0.000M	\$ 0.003M	\$ 0.002M	\$ 0.001M
Other	\$ 0.016M	\$ 0.013M	\$ 0.014M	\$ 0.013M	\$ 0.014M	\$ 0.019M	\$ 0.017M	\$ 0.011M	\$ 0.009M	\$ 0.011M	\$ 0.011M	\$ 0.014M
City	\$ 0.008M	\$ 0.007M	\$ 0.004M	\$ 0.004M	\$ 0.002M	\$ 0.001M	\$ 0.001M	\$ 0.004M	\$ 0.001M	\$ 0.001M	\$ 0.002M	\$ 0.005M
<b>Total</b>	<b>\$ 0.480M</b>	<b>\$ 0.442M</b>	<b>\$ 0.362M</b>	<b>\$ 0.306M</b>	<b>\$ 0.213M</b>	<b>\$ 0.176M</b>	<b>\$ 0.153M</b>	<b>\$ 0.143M</b>	<b>\$ 0.141M</b>	<b>\$ 0.160M</b>	<b>\$ 0.193M</b>	<b>\$ 0.330M</b>

Year-Over-Year Δ	49.60%	-12.08%	-27.43%	5.76%	3.30%	11.89%	7.52%	6.82%	-0.67%	0.73%	9.75%	20.27%
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# SALES STATISTICS

[Jan 2017](#)
[Feb 2017](#)
[Mar 2017](#)
[Apr 2017](#)
[May 2017](#)
[Jun 2017](#)
[Jul 2017](#)
[Aug 2017](#)
[Sep 2017](#)
[Oct 2017](#)
[Nov 2017](#)
[Dec 2017](#)
[YTD](#)

## AVERAGE MCF/CUSTOMER

Residential	73	68	54	43	22	11	9	8	8	9	18	44	31
Commercial	290	281	254	219	153	128	114	104	111	127	142	227	179
Industrial	2,792	1,080	2,171	2,542	173	1,800	49	856	95	1,082	788	212	1,137
City	575	501	333	315	104	83	66	291	66	70	138	342	240

## AVERAGE \$/CUSTOMER

Residential	\$87	\$80	\$62	\$52	\$33	\$23	\$20	\$19	\$19	\$21	\$29	\$55	\$42
Commercial	\$317	\$303	\$255	\$206	\$166	\$144	\$130	\$118	\$125	\$144	\$156	\$244	\$192
Industrial	\$2,756	\$1,078	\$2,147	\$2,511	\$189	\$1,784	\$68	\$859	\$113	\$1,080	\$793	\$228	\$1,134
City	\$423	\$348	\$211	\$204	\$85	\$73	\$63	\$195	\$61	\$65	\$107	\$243	\$173

## AVERAGE \$/MCF

Residential	\$1.1858	\$1.1851	\$1.1624	\$1.1901	\$1.5016	\$1.9971	\$2.3603	\$2.4577	\$2.4152	\$2.2925	\$1.6218	\$1.2481	\$1.7181
Commercial	\$1.0943	\$1.0769	\$1.0043	\$0.9388	\$1.0847	\$1.1221	\$1.1350	\$1.1383	\$1.1199	\$1.1340	\$1.0998	\$1.0781	\$1.0855
Industrial	\$0.9872	\$0.9985	\$0.9892	\$0.9879	\$1.0958	\$0.9911	\$1.3854	\$1.0034	\$1.1898	\$0.9985	\$1.0054	\$1.0743	\$1.0589
City	\$0.7360	\$0.6936	\$0.6339	\$0.6467	\$0.8160	\$0.8790	\$0.9476	\$0.6705	\$0.9219	\$0.9395	\$0.7720	\$0.7118	\$0.7807
<b>Average</b>	<b>\$1.0008</b>	<b>\$0.9885</b>	<b>\$0.9475</b>	<b>\$0.9409</b>	<b>\$1.1245</b>	<b>\$1.2473</b>	<b>\$1.4571</b>	<b>\$1.3175</b>	<b>\$1.4117</b>	<b>\$1.3411</b>	<b>\$1.1247</b>	<b>\$1.0281</b>	<b>\$1.1608</b>

MOST RECENT  
12-MONTH

Dec 2017      Dec 2016      FY2017 YTD      FY2016 YTD

**SALES REVENUES**

NATURAL GAS SALES	\$	330,013	\$	379,955	\$	3,098,003	\$	3,108,495	\$	3,098,003
<b>SALES REVENUES (ACTUAL)</b>	<b>\$</b>	<b>330,013</b>	<b>\$</b>	<b>379,955</b>	<b>\$</b>	<b>3,098,003</b>	<b>\$</b>	<b>3,108,495</b>	<b>\$</b>	<b>3,098,003</b>
AS BUDGET	\$	287,528	\$	-	\$	3,450,340	\$	-		Not Applicable
% ACTUAL TO BUDGET		114.78%		0.00%		89.79%		0.00%		Not Applicable

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

**OTHER REVENUES**

OP REVENUE	-	-	-	-	-	-	-	-	-	-
MISC REVENUE	200	240	1,998	1,030	1,998					1,998
CONTRIBUTED CAPITAL	6,970	-	6,970	-	6,970					6,970
SALE FIXED ASSETS	-	-	-	16,398	-					-
TAP FEES	3,800	800	21,800	22,424	21,800					21,800
OTHER REV	-	-	-	-	-					-
ADMIN ALLOC	7,152	7,269	90,971	105,750	90,971					90,971
INT/INVEST INCOME	-	-	-	-	-					-
STATE GRANTS	-	-	-	-	-					-
MGAG REBATE	-	-	95,505	100,170	95,505					95,505
<b>OTHER REVENUES (ACTUAL)</b>	<b>\$</b>	<b>18,122</b>	<b>\$</b>	<b>8,309</b>	<b>\$</b>	<b>217,244</b>	<b>\$</b>	<b>245,772</b>	<b>\$</b>	<b>217,244</b>
AS BUDGET	\$	18,063	\$	-	\$	216,757	\$	-		Not Applicable
% ACTUAL TO BUDGET		100.33%		0.00%		100.22%		0.00%		Not Applicable

<b>TOTAL REVENUES (ACTUAL)</b>	<b>\$</b>	<b>348,135</b>	<b>\$</b>	<b>388,264</b>	<b>\$</b>	<b>3,315,247</b>	<b>\$</b>	<b>3,354,266</b>	<b>\$</b>	<b>3,315,247</b>
AS BUDGET	\$	305,591	\$	-	\$	3,667,097	\$	-		Not Applicable
% ACTUAL TO BUDGET		113.92%		0.00%		90.41%		0.00%		Not Applicable

	Dec 2017	Dec 2016	FY2017 YTD	FY2016 YTD	12-MONTH
<b>PERSONNEL</b>					
Compensation	\$ 48,202	\$ 121,811	\$ 301,215	\$ 431,203	\$ 301,215
Benefits	20,967	22,953	222,847	233,696	222,847
<b>PERSONNEL (ACTUAL)</b>	<b>\$ 69,169</b>	<b>\$ 144,764</b>	<b>\$ 524,277</b>	<b>\$ 664,899</b>	<b>\$ 524,277</b>
AS BUDGET	\$ 43,305	-	\$ 519,657	-	Not Applicable
% ACTUAL TO BUDGET	159.73%	0.00%	100.89%	0.00%	Not Applicable

**CONTRACTED SERVICES**

Consulting	\$ 1,011	\$ -	\$ 9,741	\$ 650	\$ 9,741
Util Protect Ctr	-	-	-	-	-
Custodial Service	46	-	92	-	92
Lawn & Maint	-	-	-	-	-
Holiday Events	394	-	394	-	394
Security Sys	-	-	-	-	-
Equip Rent/Lease	453	641	6,641	6,406	6,641
Pole Equip Rent/Lease	-	-	-	-	-
Repairs & Maintenance (Outside)	20	9,062	58,450	35,156	58,450
Landfill Fees	-	-	-	-	-
Maint Contracts	446	1,011	4,219	2,860	4,219
Other Contract Svcs	2,392	(1,018)	25,011	21,370	25,011
Comm Svcs	618	616	6,118	5,346	6,118
Public Relations	-	-	32	-	32
Mkt Expense	400	1,026	9,239	8,508	9,239
Printing	-	-	70	-	70
Util Bill Print Svcs	-	-	-	-	-
Dues & Sub	-	-	1,370	7,855	1,370
Travel	-	-	112	-	112
Fees	121	-	435	801	435
Ga Dept Rev Fee	-	-	50	-	50
Training & Ed	-	7	8,053	2,822	8,053
Gen Liab Ins	-	-	-	-	-
Uniform Rent	-	-	449	-	449
<b>CONTRACTED SERVICES (ACTUAL)</b>	<b>\$ 5,900</b>	<b>\$ 11,347</b>	<b>\$ 130,475</b>	<b>\$ 91,772</b>	<b>\$ 130,475</b>
AS BUDGET	\$ 15,973	-	\$ 191,675	-	Not Applicable
% ACTUAL TO BUDGET	36.94%	0.00%	68.07%	0.00%	Not Applicable

**NATURAL GAS: EXPENSES**

REPORTING PERIOD: 12/2017

MONROE  
MOST RECENT  
12-MONTH

	Dec 2017	Dec 2016	FY2017 YTD	FY2016 YTD	12-MONTH
<b>SUPPLIES</b>					
Gas Cost	121,638	1,392	1,178,624	1,013,383	1,178,624
Office Supplies	-	145	1,474	3,906	1,474
Postage	-	-	465	430	465
Janitorial	137	-	171	-	171
Util Costs - Util Fund	337	204	2,066	2,658	2,066
Util Cost - Other Fund	-	-	196	-	196
Mileage Reimb	-	-	834	-	834
Auto & Truck Fuel	1,050	2,481	11,708	11,485	11,708
Food	35	-	35	-	35
Sm Tool & Min Equip	1,763	198	8,372	4,837	8,372
Sm Oper Supplies	741	1,094	13,733	8,863	13,733
Construction Material	-	-	1,197	-	1,197
Tires	733	-	1,237	-	1,237
Uniform Exp	-	-	3,339	2,879	3,339
Repairs & Maintenance (Inside)	5,636	12,785	36,124	44,251	36,124
Equip Pur (<\$5M)	-	-	2,878	2,054	2,878
Dam Claims	-	-	202	841	202
Misc	-	196	240	1,575	240
<b>SUPPLIES (ACTUAL)</b>	<b>\$ 132,070</b>	<b>\$ 18,494</b>	<b>\$ 1,262,895</b>	<b>\$ 1,097,161</b>	<b>\$ 1,262,895</b>
AS BUDGET	\$ 138,337	\$ -	\$ 1,660,044	\$ -	Not Applicable
% ACTUAL TO BUDGET	95.47%	0.00%	76.08%	0.00%	Not Applicable

	Dec 2017	Dec 2016	FY2017 YTD	FY2016 YTD	
<b>CAPITAL OUTLAY</b>					
Cip	\$ 99,939	\$ (115,128)	\$ 212,911	\$ (94,985)	\$ 212,911
Capital Expenditures	\$ -	\$ (11,023)	\$ -	\$ 94,985	\$ -
<b>CAPITAL OUTLAY (ACTUAL)</b>	<b>\$ 99,939</b>	<b>\$ (126,151)</b>	<b>\$ 212,911</b>	<b>\$ -</b>	<b>\$ 212,911</b>
AS BUDGET	\$ -	\$ -	\$ -	\$ -	Not Applicable
% ACTUAL TO BUDGET	0.00%	0.00%	0.00%	0.00%	Not Applicable
<b>FUND TRANSFERS</b>					
Depr Exp	\$ 142,608	\$ 138,437	\$ 142,608	\$ 138,437	\$ 142,608
Admin Alloc - Adm Exp	\$ 37,073	\$ 39,016	\$ 322,180	\$ 380,737	\$ 322,180
Int Exp 2016 Rev Bond	3,752	-	48,164	-	48,164
Transfer To Gf	9,467	10,238	135,388	146,418	135,388
Transfer To Cip	-	-	-	-	-
Transfer - Insurance	-	-	-	-	-
<b>FUND TRANSFERS (ACTUAL)</b>	<b>\$ 192,900</b>	<b>\$ 187,691</b>	<b>\$ 648,340</b>	<b>\$ 665,591</b>	<b>\$ 648,340</b>
AS BUDGET	\$ 60,506	\$ -	\$ 726,075	\$ -	Not Applicable
% ACTUAL TO BUDGET	318.81%	0.00%	89.29%	0.00%	Not Applicable
<b>TOTAL EXPENSES (ACTUAL)</b>	<b>\$ 499,978</b>	<b>\$ 236,144</b>	<b>\$ 2,778,898</b>	<b>\$ 2,519,424</b>	<b>\$ 2,778,898</b>
AS BUDGET	\$ 258,121	\$ -	\$ 3,097,451	\$ -	Not Applicable
% ACTUAL TO BUDGET	193.70%	0.00%	89.72%	0.00%	Not Applicable

# MONTHLY DIRECTOR'S REPORT

REPORTING PERIOD: 12/2017 | FY 2017



COVER	1
OVERVIEW	2
SALES REPORT	3-4
SALES STATISTICS	5
DETAIL REVENUES	6
DETAIL EXPENSES	7-12

# CITY OF MONROE: WATER & SEWER FUND OVERVIEW

	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	Jun 2017	Jul 2017	Aug 2017	Sep 2017	Oct 2017	Nov 2017	Dec 2017	FY 2017	AS BUDGET	FY 2016
<b>REVENUES</b>	<b>\$ 0.744M</b>	<b>\$ 0.726M</b>	<b>\$ 0.729M</b>	<b>\$ 0.697M</b>	<b>\$ 0.747M</b>	<b>\$ 0.803M</b>	<b>\$ 0.817M</b>	<b>\$ 0.459M</b>	<b>\$ 0.812M</b>	<b>\$ 0.821M</b>	<b>\$ 0.772M</b>	<b>\$ 0.749M</b>	<b>\$ 8.876M</b>	<b>\$ 8.862M</b>	<b>\$ 9.331M</b>
PERSONNEL COSTS	\$ (0.000M)	\$ 0.142M	\$ 0.156M	\$ 0.137M	\$ 0.146M	\$ 0.214M	\$ 0.154M	\$ 0.118M	\$ 0.159M	\$ 0.165M	\$ 0.160M	\$ 0.224M	\$ 1.774M	\$ 1.962M	\$ 2.092M
CONTRACTED SVC	\$ 0.018M	\$ 0.068M	\$ 0.024M	\$ 0.029M	\$ 0.042M	\$ 0.072M	\$ 0.067M	\$ 0.088M	\$ 0.094M	\$ 0.038M	\$ 0.021M	\$ 0.066M	\$ 0.627M	\$ 0.763M	\$ 0.635M
SUPPLIES	\$ 0.077M	\$ 0.133M	\$ 0.113M	\$ 0.115M	\$ 0.126M	\$ 0.079M	\$ 0.155M	\$ 0.128M	\$ 0.235M	\$ 0.046M	\$ 0.128M	\$ 0.147M	\$ 1.482M	\$ 1.383M	\$ 1.399M
CAPITAL OUTLAY	\$ 0.084M	\$ 0.123M	\$ 0.112M	\$ 0.083M	\$ 0.218M	\$ 0.184M	\$ 0.212M	\$ 0.185M	\$ 0.208M	\$ 0.140M	\$ 0.152M	\$ 2.076M	\$ 3.777M	\$ -	\$ 4.093M
FUND TRANSFERS	\$ -	\$ 0.033M	\$ 0.032M	\$ 0.033M	\$ 0.032M	\$ 0.034M	\$ 0.037M	\$ 0.036M	\$ 0.037M	\$ 0.038M	\$ 0.037M	\$ 0.035M	\$ 0.386M	\$ -	\$ 0.421M
<b>EXPENSES</b>	<b>\$ 0.179M</b>	<b>\$ 0.500M</b>	<b>\$ 0.436M</b>	<b>\$ 0.397M</b>	<b>\$ 0.564M</b>	<b>\$ 0.584M</b>	<b>\$ 0.625M</b>	<b>\$ 0.555M</b>	<b>\$ 0.733M</b>	<b>\$ 0.427M</b>	<b>\$ 0.497M</b>	<b>\$ 2.547M</b>	<b>\$ 8.045M</b>	<b>\$ 4.107M</b>	<b>\$ 8.641M</b>
<b>MARGIN</b>	<b>\$ 0.565M</b>	<b>\$ 0.226M</b>	<b>\$ 0.292M</b>	<b>\$ 0.301M</b>	<b>\$ 0.183M</b>	<b>\$ 0.219M</b>	<b>\$ 0.192M</b>	<b>\$ (0.096M)</b>	<b>\$ 0.079M</b>	<b>\$ 0.393M</b>	<b>\$ 0.275M</b>	<b>\$ (1.798M)</b>	<b>\$ 0.832M</b>	<b>\$ 4.754M</b>	<b>\$ 0.690M</b>

12-MO  
PROCESSED  
KGAL



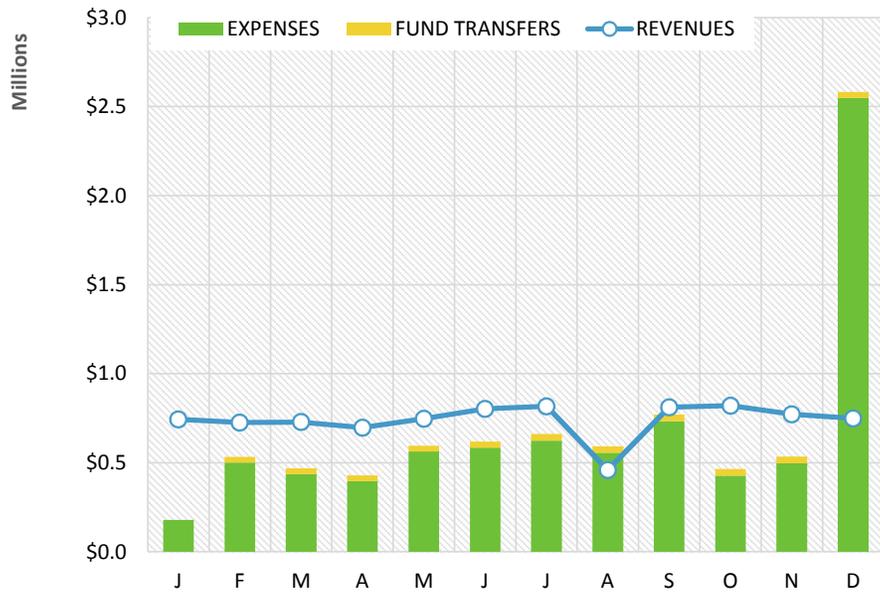
12-MO  
RETAIL  
KGAL



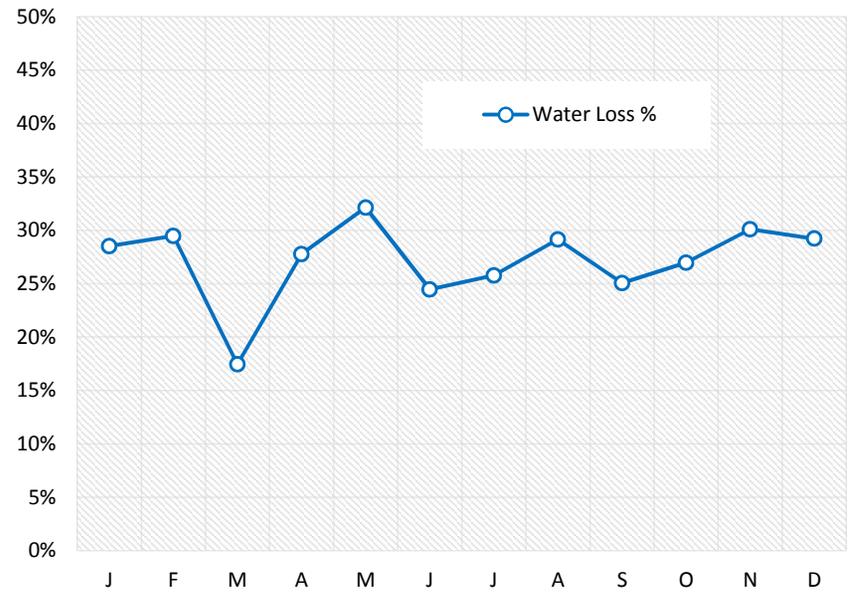
ROLLING  
12-MO LINE  
LOSS



**REVENUES vs. EXPENSES**



**MONTHLY WATER PROCESSED VS SOLD**



## RETAIL SALES REPORT

Jan 2017   Feb 2017   Mar 2017   Apr 2017   May 2017   Jun 2017   Jul 2017   Aug 2017   Sep 2017   Oct 2017   Nov 2017   Dec 2017

### CUSTOMER COUNT - WATER

Residential	7,892	7,923	7,941	7,944	8,155	7,985	7,966	7,987	7,909	7,928	7,896	7,908
Commercial	884	878	868	878	878	888	877	881	894	898	888	906
Industrial	1	1	1	1	1	1	1	1	1	1	1	1
Water Authority	1	1	1	1	1	1	1	1	1	1	1	1
Residential Sprinkler	206	207	207	208	211	210	212	213	215	210	214	218
Commercial Sprinkler	75	74	76	78	77							
<b>Total</b>	<b>9,059</b>	<b>9,084</b>	<b>9,094</b>	<b>9,110</b>	<b>9,323</b>	<b>9,085</b>	<b>9,057</b>	<b>9,083</b>	<b>9,020</b>	<b>9,038</b>	<b>9,000</b>	<b>9,034</b>
YOY Δ	8,986	9,170	8,969	9,056	9,043	9,047	9,041	9,022	9,011	9,059	8,963	8,969
	0.81%	-0.94%	1.39%	0.60%	3.10%	0.42%	0.18%	0.68%	0.10%	-0.23%	0.41%	0.72%

### KGALLONS - WATER

Residential	33,821	32,731	32,205	31,142	31,001	36,490	35,492	37,791	38,701	37,148	35,239	33,018
Commercial	11,659	9,723	9,380	10,295	9,919	13,912	13,060	14,065	14,789	13,848	12,775	10,727
Industrial	2,940	3,365	3,572	3,161	3,092	3,163	2,692	2,792	2,209	1,969	2,131	2,255
Water Authority	4,327	4,085	4,705	3,985	4,223	4,895	3,836	4,545	4,629	3,420	4,466	4,822
<b>Total</b>	<b>52,747</b>	<b>49,904</b>	<b>49,862</b>	<b>48,583</b>	<b>48,235</b>	<b>58,459</b>	<b>55,079</b>	<b>59,193</b>	<b>60,327</b>	<b>56,385</b>	<b>54,611</b>	<b>50,822</b>
YOY Δ	50,626	51,970	50,359	47,104	46,139	51,458	59,554	73,330	61,168	59,715	58,759	57,339
	4.19%	-3.98%	-0.99%	3.14%	4.54%	13.61%	-7.51%	-19.28%	-1.37%	-5.58%	-7.06%	-11.37%

### REVENUE - WATER

Residential	\$ 0.281M	\$ 0.273M	\$ 0.269M	\$ 0.261M	\$ 0.261M	\$ 0.301M	\$ 0.296M	\$ 0.311M	\$ 0.319M	\$ 0.305M	\$ 0.293M	\$ 0.278M
Commercial	\$ 0.086M	\$ 0.084M	\$ 0.072M	\$ 0.078M	\$ 0.076M	\$ 0.101M	\$ 0.094M	\$ 0.100M	\$ 0.104M	\$ 0.099M	\$ 0.093M	\$ 0.081M
Industrial	\$ 0.012M	\$ 0.014M	\$ 0.015M	\$ 0.013M	\$ 0.013M	\$ 0.013M	\$ 0.011M	\$ 0.011M	\$ 0.009M	\$ 0.008M	\$ 0.009M	\$ 0.009M
Water Authority	\$ 0.007M	\$ 0.007M	\$ 0.008M	\$ 0.007M	\$ 0.007M	\$ 0.008M	\$ 0.007M	\$ 0.008M	\$ 0.008M	\$ 0.006M	\$ 0.008M	\$ 0.008M
<b>Total</b>	<b>\$ 0.386M</b>	<b>\$ 0.378M</b>	<b>\$ 0.364M</b>	<b>\$ 0.358M</b>	<b>\$ 0.356M</b>	<b>\$ 0.423M</b>	<b>\$ 0.407M</b>	<b>\$ 0.430M</b>	<b>\$ 0.440M</b>	<b>\$ 0.419M</b>	<b>\$ 0.402M</b>	<b>\$ 0.376M</b>
YOY Δ	\$ 350,808	\$ 386,642	\$ 366,509	\$ 351,963	\$ 361,262	\$ 381,385	\$ 433,774	\$ 485,061	\$ 450,824	\$ 433,275	\$ 419,874	\$ 420,900
	10.00%	-2.33%	-0.64%	1.82%	-1.43%	10.84%	-6.16%	-11.26%	-2.34%	-3.39%	-4.15%	-10.56%

## RETAIL SALES REPORT

Jan 2017   Feb 2017   Mar 2017   Apr 2017   May 2017   Jun 2017   Jul 2017   Aug 2017   Sep 2017   Oct 2017   Nov 2017   Dec 2017

### CUSTOMER COUNT - SEWER

Residential	6,049	6,068	6,090	6,085	6,291	6,118	6,106	6,124	6,066	6,089	6,044	6,053
Commercial	784	777	772	783	805	783	784	790	797	801	792	809
Water Authority	1	1	1	1	1	1	1	1	1	1	1	1
<b>Total</b>	<b>6,834</b>	<b>6,846</b>	<b>6,863</b>	<b>6,869</b>	<b>7,097</b>	<b>6,902</b>	<b>6,891</b>	<b>6,915</b>	<b>6,864</b>	<b>6,891</b>	<b>6,837</b>	<b>6,863</b>
	6,804	6,911	6,784	6,856	6,855	6,821	6,819	6,779	6,772	6,839	6,761	6,777
YOY Δ	0.44%	-0.94%	1.16%	0.19%	3.53%	1.19%	1.06%	2.01%	1.36%	0.76%	1.12%	1.27%

### KGALLONS - SEWER

Residential	33,821	32,731	32,205	31,142	31,001	36,490	35,492	37,791	38,701	37,148	35,239	33,018
Commercial	11,659	9,723	9,380	10,295	9,919	13,912	13,060	14,065	14,789	13,848	12,775	10,727
Water Authority	4,327	4,085	4,705	3,985	4,223	4,895	3,836	4,545	4,629	3,420	4,466	4,822
<b>Total</b>	<b>49,807</b>	<b>46,539</b>	<b>46,290</b>	<b>45,422</b>	<b>45,143</b>	<b>55,296</b>	<b>52,387</b>	<b>56,401</b>	<b>58,118</b>	<b>54,416</b>	<b>52,480</b>	<b>48,567</b>
	47,110	47,966	46,875	44,233	44,783	49,042	56,187	69,872	57,936	55,933	56,277	53,895
YOY Δ	5.72%	-2.98%	-1.25%	2.69%	0.80%	12.75%	-6.76%	-19.28%	0.31%	-2.71%	-6.75%	-9.89%

### REVENUE - SEWER

Residential	\$ 0.193M	\$ 0.197M	\$ 0.195M	\$ 0.190M	\$ 0.191M	\$ 0.200M	\$ 0.197M	\$ 0.203M	\$ 0.202M	\$ 0.200M	\$ 0.197M	\$ 0.193M
Commercial	\$ 0.123M	\$ 0.109M	\$ 0.113M	\$ 0.126M	\$ 0.113M	\$ 0.139M	\$ 0.131M	\$ 0.133M	\$ 0.133M	\$ 0.131M	\$ 0.126M	\$ 0.121M
Water Authority	\$ 0.001M											
<b>Total</b>	<b>\$ 0.318M</b>	<b>\$ 0.308M</b>	<b>\$ 0.309M</b>	<b>\$ 0.317M</b>	<b>\$ 0.305M</b>	<b>\$ 0.340M</b>	<b>\$ 0.329M</b>	<b>\$ 0.337M</b>	<b>\$ 0.337M</b>	<b>\$ 0.333M</b>	<b>\$ 0.324M</b>	<b>\$ 0.315M</b>
	\$ 293,388	\$ 305,887	\$ 302,065	\$ 302,894	\$ 306,620	\$ 314,338	\$ 323,920	\$ 334,868	\$ 333,849	\$ 321,854	\$ 335,545	\$ 330,113
YOY Δ	8.31%	0.71%	2.25%	4.74%	-0.54%	8.29%	1.66%	0.61%	0.95%	3.44%	-3.35%	-4.57%

## SALES STATISTICS

Jan 2017   Feb 2017   Mar 2017   Apr 2017   May 2017   Jun 2017   Jul 2017   Aug 2017   Sep 2017   Oct 2017   Nov 2017   Dec 2017   YTD

### AVERAGE KGALLONS/CUSTOMER (WATER)

Residential	4	4	4	4	4	5	4	5	5	5	4	4	4
Commercial	13	11	11	12	11	16	15	16	17	15	14	12	14
Industrial	2,940	3,365	3,572	3,161	3,092	3,163	2,692	2,792	2,209	1,969	2,131	2,255	2,778
Water Authority	4,327	4,085	4,705	3,985	4,223	4,895	3,836	4,545	4,629	3,420	4,466	4,822	4,328

### AVERAGE \$/CUSTOMER (WATER)

Residential	\$36	\$34	\$34	\$33	\$32	\$38	\$37	\$39	\$40	\$39	\$37	\$35	\$36
Commercial	\$97	\$95	\$84	\$88	\$86	\$113	\$107	\$114	\$117	\$110	\$105	\$89	\$100
Industrial	\$12,046	\$13,763	\$14,600	\$12,939	\$12,660	\$12,947	\$11,044	\$11,448	\$9,093	\$8,124	\$8,778	\$9,279	\$11,394
Water Authority	\$7,356	\$6,945	\$7,999	\$6,775	\$7,179	\$8,322	\$6,521	\$7,727	\$7,869	\$6,375	\$7,592	\$8,197	\$7,405

### AVERAGE \$/KGALLON (WATER)

Residential	\$8.3019	\$8.3450	\$8.3550	\$8.3822	\$8.4083	\$8.2451	\$8.3270	\$8.2362	\$8.2428	\$8.2200	\$8.3203	\$8.4304	\$8.3179
Commercial	\$7.3514	\$8.6169	\$7.7270	\$7.5388	\$7.6203	\$7.2303	\$7.1924	\$7.1118	\$7.0524	\$7.1292	\$7.2703	\$7.5152	\$7.4463
Industrial	\$4.0974	\$4.0901	\$4.0872	\$4.0934	\$4.0946	\$4.0934	\$4.1027	\$4.1004	\$4.1164	\$4.1257	\$4.1192	\$4.1148	\$4.1029
Water Authority	\$1.7000	\$1.7000	\$1.7000	\$1.7000	\$1.7000	\$1.7000	\$1.7000	\$1.7000	\$1.7000	\$1.8640	\$1.7000	\$1.7000	\$1.7137
<b>Average</b>	<b>\$5.3627</b>	<b>\$5.6880</b>	<b>\$5.4673</b>	<b>\$5.4286</b>	<b>\$5.4558</b>	<b>\$5.3172</b>	<b>\$5.3305</b>	<b>\$5.2871</b>	<b>\$5.2779</b>	<b>\$5.3348</b>	<b>\$5.3524</b>	<b>\$5.4401</b>	<b>\$5.3952</b>

### AVERAGE KGALLONS/CUSTOMER (SEWER)

Residential	6	5	5	5	5	6	6	6	6	6	6	5	6
Commercial	15	13	12	13	12	18	17	18	19	17	16	13	15
Water Authority	4,327	4,085	4,705	3,985	4,223	4,895	3,836	4,545	4,629	3,420	4,466	4,822	4,328

### AVERAGE \$/CUSTOMER (SEWER)

Residential	\$32	\$33	\$32	\$31	\$30	\$33	\$32	\$33	\$33	\$33	\$33	\$32	\$32
Commercial	\$157	\$141	\$146	\$161	\$140	\$177	\$167	\$168	\$167	\$164	\$159	\$149	\$158
Water Authority	\$1,359	\$1,279	\$1,173	\$1,146	\$959	\$1,333	\$1,226	\$1,333	\$1,386	\$1,279	\$1,231	\$1,370	\$1,256

### AVERAGE \$/KGALLON (SEWER)

Residential	\$5.7183	\$6.0281	\$6.0515	\$6.1135	\$6.1728	\$5.4846	\$5.5570	\$5.3709	\$5.2269	\$5.3964	\$5.6012	\$5.8466	\$5.7140
Commercial	\$10.5517	\$11.2585	\$12.0274	\$12.2123	\$11.3567	\$9.9872	\$10.0182	\$9.4283	\$9.0170	\$9.4740	\$9.8380	\$11.2434	\$10.5344
Water Authority	\$0.3141	\$0.3131	\$0.2492	\$0.2876	\$0.2272	\$0.2722	\$0.3196	\$0.2932	\$0.2994	\$0.3740	\$0.2757	\$0.2841	\$0.2924
<b>Average</b>	<b>\$5.5280</b>	<b>\$5.8666</b>	<b>\$6.1094</b>	<b>\$6.2044</b>	<b>\$5.9189</b>	<b>\$5.2480</b>	<b>\$5.2982</b>	<b>\$5.0308</b>	<b>\$4.8478</b>	<b>\$5.0815</b>	<b>\$5.2383</b>	<b>\$5.7914</b>	<b>\$5.5136</b>

	Dec 2017	Dec 2016	FY2017 YTD	FY2016 YTD	MOST RECENT 12-MONTH
<b>SALES REVENUES</b>					
WATER SALES	\$ 374,212	\$ 368,571	\$ 4,720,924	\$ 4,825,270	\$ 4,720,924
SEWER SALES	\$ 313,708	\$ 320,692	\$ 3,515,633	\$ 3,810,601	\$ 3,515,633
<b>SALES REVENUES (ACTUAL)</b>	<b>\$ 687,919</b>	<b>\$ 689,263</b>	<b>\$ 8,236,557</b>	<b>\$ 8,635,871</b>	<b>\$ 8,236,557</b>
AS BUDGET	\$ 692,478	-	\$ 8,309,740	-	Not Applicable
% ACTUAL TO BUDGET	99.34%	0.00%	99.12%	0.00%	Not Applicable

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

**OTHER REVENUES**

**WATER**

OP REVENUE	\$ 1,045	\$ 1,435	\$ 15,467	\$ 16,686	\$ 1,572
MISC REVENUE	\$ 4,940	\$ 5,290	\$ 63,680	\$ 60,802	\$ 7,935
SALE OF FIXED ASSETS	\$ 2,321	\$ -	\$ 2,321	\$ -	\$ -
REIMB DAMAGE PROP	\$ -	\$ -	\$ -	\$ -	\$ -
TAP FEES	\$ 18,300	\$ 23,125	\$ 139,600	\$ 181,775	\$ 16,875
CUST ACCT FEES	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER REV	\$ -	\$ -	\$ -	\$ -	\$ -
ADMIN ALLOC	\$ 13,553	\$ 10,400	\$ 172,394	\$ 151,301	\$ 11,227
INT/INVEST INCOME	\$ -	\$ -	\$ -	\$ -	\$ -
STATE GRANTS	\$ -	\$ -	\$ -	\$ -	\$ -
<b>OTHER REVENUES (WATER)</b>	<b>\$ 40,159</b>	<b>\$ 40,250</b>	<b>\$ 393,461</b>	<b>\$ 410,563</b>	<b>\$ 37,608</b>

**SEWER**

OP REVENUE	\$ -	\$ 3,200	\$ 27,340	\$ 19,870	\$ 2,000
MISC REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -
TAP FEES	\$ 11,000	\$ 15,000	\$ 102,500	\$ 145,000	\$ 16,000
CUST ACCT FEES	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER REV	\$ -	\$ -	\$ -	\$ -	\$ -
ADMIN ALLOC	\$ 10,412	\$ 8,215	\$ 116,604	\$ 119,517	\$ 8,625
INT/INVEST INCOME	\$ -	\$ -	\$ -	\$ -	\$ -
STATE GRANTS	\$ -	\$ -	\$ -	\$ -	\$ -
<b>OTHER REVENUES (SEWER)</b>	<b>\$ 21,412</b>	<b>\$ 26,415</b>	<b>\$ 246,444</b>	<b>\$ 284,387</b>	<b>\$ 26,625</b>

<b>OTHER REVENUES (TOTAL)</b>	<b>\$ 61,570</b>	<b>\$ 66,665</b>	<b>\$ 639,905</b>	<b>\$ 694,950</b>	<b>\$ 64,233</b>
AS BUDGET	\$ 46,009	-	\$ 552,103	-	Not Applicable
% ACTUAL TO BUDGET	133.82%	0.00%	115.90%	0.00%	Not Applicable

<b>TOTAL REVENUES (ACTUAL)</b>	<b>\$ 749,490</b>	<b>\$ 755,927</b>	<b>\$ 8,876,462</b>	<b>\$ 9,330,821</b>	<b>\$ 8,300,791</b>
AS BUDGET	\$ 738,487	-	\$ 8,861,843	-	Not Applicable
% ACTUAL TO BUDGET	101.49%	0.00%	100.16%	0.00%	Not Applicable

	Dec 2017	Dec 2016	FY2017 YTD	FY2016 YTD	
PERSONNEL	\$ 224,244	\$ 470,526	\$ 1,773,504	\$ 2,092,415	\$ 1,773,504
CONTRACTED SERVICES	\$ 65,586	\$ 91,969	\$ 626,600	\$ 634,914	\$ 626,600
SUPPLIES	\$ 146,564	\$ 179,115	\$ 1,482,381	\$ 1,398,780	\$ 1,482,381
CAPITAL OUTLAY	\$ 2,075,573	\$ 2,117,855	\$ 3,776,680	\$ 4,092,885	\$ 3,776,680
FUND TRANSFERS	\$ 35,427	\$ 39,178	\$ 385,531	\$ 421,338	\$ 385,531
<b>TOTAL</b>	<b>\$ 2,547,394</b>	<b>\$ 2,898,643</b>	<b>\$ 8,044,696</b>	<b>\$ 8,640,332</b>	<b>\$ 8,044,696</b>

**WATER**

**PERSONNEL**

Compensation	\$ 56,442	\$ 201,048	\$ 451,244	\$ 680,462	\$ 451,244
Benefits	\$ 31,752	\$ 17,277	\$ 278,040	\$ 236,433	\$ 278,040
<b>PERSONNEL (ACTUAL)</b>	<b>\$ 88,194</b>	<b>\$ 218,326</b>	<b>\$ 729,284</b>	<b>\$ 916,895</b>	<b>\$ 729,284</b>
AS BUDGET	\$ 80,569	\$ -	\$ 966,825	\$ -	Not Applicable
% ACTUAL TO BUDGET	109.46%	0.00%	75.43%	0.00%	Not Applicable

**CONTRACTED SERVICES**

Professional Fee	\$ 7,050	\$ -	\$ 12,480	\$ 30	\$ 12,480
Consulting	\$ 7,050	\$ 30	\$ 13,730	\$ 4,707	\$ 13,730
Custodial Service	\$ 428	\$ -	\$ 856	\$ -	\$ 856
Lawn & Maint	\$ 450	\$ -	\$ 810	\$ -	\$ 810
Holiday Event	\$ 394	\$ -	\$ 394	\$ -	\$ 394
Sidewalk R&M	\$ -	\$ -	\$ 6,800	\$ -	\$ 6,800
Security Sys	\$ -	\$ -	\$ -	\$ -	\$ -
Rents/Leases	\$ 5,118	\$ 641	\$ 32,198	\$ 9,181	\$ 32,198
Repair & Maintenance (Outside)	\$ 25,821	\$ 51,296	\$ 155,551	\$ 262,462	\$ 155,551
Landfill Fees	\$ -	\$ -	\$ -	\$ -	\$ -
Contracted Services	\$ 711	\$ 7,347	\$ 19,696	\$ 44,428	\$ 19,696
Comm Svcs	\$ 576	\$ 720	\$ 5,667	\$ 5,334	\$ 5,667
Postage	\$ -	\$ -	\$ 393	\$ -	\$ 393
Public Relations	\$ -	\$ -	\$ 16	\$ -	\$ 16
Mkt Expense	\$ -	\$ -	\$ 60	\$ 402	\$ 60
Util Bill Print Svcs	\$ -	\$ -	\$ -	\$ -	\$ -
Dues & Sub	\$ -	\$ 99	\$ 1,859	\$ 1,655	\$ 1,859
Travel	\$ -	\$ -	\$ 252	\$ -	\$ 252
Fees	\$ 242	\$ -	\$ 242	\$ -	\$ 242
Training & Ed	\$ 505	\$ 2,035	\$ 7,815	\$ 8,682	\$ 7,815
Gen Liab Ins	\$ -	\$ -	\$ 2,181	\$ -	\$ 2,181
Uniform Rent	\$ -	\$ 410	\$ 3,794	\$ 4,297	\$ 3,794
<b>CONTRACTED SERVICES (ACTUAL)</b>	<b>\$ 41,295</b>	<b>\$ 62,576</b>	<b>\$ 252,314</b>	<b>\$ 341,148</b>	<b>\$ 252,314</b>
AS BUDGET	\$ 30,017	\$ -	\$ 360,200	\$ -	Not Applicable
% ACTUAL TO BUDGET	137.57%	0.00%	70.05%	0.00%	Not Applicable

	Dec 2017	Dec 2016	FY2017 YTD	FY2016 YTD	12-MONTH
<b>SUPPLIES</b>					
Chem & Pest	\$ 12,081	\$ 21,733	\$ 146,213	\$ 149,981	\$ 146,213
Office Supplies	\$ 135	\$ 334	\$ 25,458	\$ 5,285	\$ 25,458
Janitorial	\$ 2,002	\$ -	\$ 2,497	\$ -	\$ 2,497
Postage	\$ 219	\$ 455	\$ 2,514	\$ 2,729	\$ 2,514
Utility Costs	\$ 28,355	\$ 31,972	\$ 292,163	\$ 335,563	\$ 292,163
Fuel & Mileage	\$ 1,078	\$ 1,747	\$ 11,481	\$ 10,462	\$ 11,481
Food	\$ 81	\$ -	\$ 168	\$ -	\$ 168
Books & Periodicals	\$ -	\$ -	\$ 120	\$ -	\$ 120
Sm Tool & Min Equip	\$ 3,169	\$ 1,703	\$ 18,181	\$ 15,120	\$ 18,181
Lab Supplies	\$ 2,397	\$ 2,370	\$ 25,998	\$ 20,880	\$ 25,998
Sm Oper Supplies	\$ 565	\$ 5,953	\$ 29,903	\$ 35,680	\$ 29,903
Uniform Rental	\$ 662	\$ -	\$ 940	\$ -	\$ 940
Construction Material	\$ -	\$ -	\$ 1,197	\$ -	\$ 1,197
Uniform Exp	\$ -	\$ -	\$ 3,373	\$ 4,103	\$ 3,373
Repairs & Maintenance (Inside)	\$ 21,448	\$ 38,319	\$ 168,292	\$ 136,571	\$ 168,292
Meters	\$ -	\$ -	\$ 56,247	\$ -	\$ 56,247
Equip Pur (<\$5M)	\$ -	\$ -	\$ 3,295	\$ 9,478	\$ 3,295
Dam Claims	\$ 1,438	\$ -	\$ 1,438	\$ 4,831	\$ 1,438
Lab Equip	\$ -	\$ -	\$ -	\$ 283	\$ -
Misc	\$ -	\$ -	\$ 3,268	\$ 449	\$ 3,268
Amr Proj Exp	\$ -	\$ -	\$ -	\$ -	\$ -
<b>SUPPLIES (ACTUAL)</b>	<b>\$ 73,631</b>	<b>\$ 104,585</b>	<b>\$ 792,748</b>	<b>\$ 731,414</b>	<b>\$ 792,748</b>
AS BUDGET	\$ 61,058	\$ -	\$ 732,700	\$ -	Not Applicable
% ACTUAL TO BUDGET	120.59%	0.00%	108.20%	0.00%	Not Applicable

**CAPITAL OUTLAY**

Util Cash (Over)/Shrt	\$ -	\$ -	\$ -	\$ -	\$ -
Util Int Admin Alloc	\$ -	\$ -	\$ -	\$ -	\$ -
Depr Exp	\$ 995,906	\$ 1,772,426	\$ 995,906	\$ 1,772,426	\$ 995,906
Amortization	\$ -	\$ (1,557)	\$ -	\$ 4,298	\$ -
Admin Alloc - Adm Exp	\$ 70,254	\$ 55,822	\$ 610,540	\$ 544,734	\$ 610,540
Util Bad Debt Exp	\$ -	\$ -	\$ -	\$ -	\$ -
Principal Payments	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Expense	\$ 12,269	\$ 46,387	\$ 157,220	\$ 570,786	\$ 157,220
Sites/Land	\$ -	\$ -	\$ -	\$ -	\$ -
Cip	\$ -	\$ (462,820)	\$ 151,729	\$ -	\$ 151,729
Capital Expenditures	\$ -	\$ -	\$ 121,500	\$ -	\$ 121,500
<b>CAPITAL OUTLAY (ACTUAL)</b>	<b>\$ 1,078,429</b>	<b>\$ 1,410,257</b>	<b>\$ 2,036,895</b>	<b>\$ 2,892,244</b>	<b>\$ 2,036,895</b>
AS BUDGET	\$ -	\$ -	\$ -	\$ -	Not Applicable
% ACTUAL TO BUDGET	0.00%	0.00%	0.00%	0.00%	Not Applicable

	Dec 2017	Dec 2016	FY2017 YTD	FY2016 YTD	
<b>FUND TRANSFERS</b>					
<b>FUND TRANSFERS (ACTUAL)</b>	<b>\$ 19,426</b>	<b>\$ 21,712</b>	<b>\$ 209,495</b>	<b>\$ 232,600</b>	<b>\$ 209,495</b>
AS BUDGET	\$ -	\$ -	\$ -	\$ -	Not Applicable
% ACTUAL TO BUDGET	0.00%	0.00%	0.00%	0.00%	Not Applicable
<b>TOTAL WATER EXPENSES (ACTUAL)</b>	<b>\$ 1,300,975</b>	<b>\$ 1,817,457</b>	<b>\$ 4,020,736</b>	<b>\$ 5,114,301</b>	<b>\$ 4,020,736</b>
AS BUDGET	\$ 171,644	\$ -	\$ 2,059,725	\$ -	Not Applicable
% ACTUAL TO BUDGET	757.95%	0.00%	195.21%	0.00%	Not Applicable

	Dec 2017	Dec 2016	FY2017 YTD	FY2016 YTD	12-MONTH
<b>WASTEWATER</b>					
<b>PERSONNEL</b>					
Compensation	\$ 95,994	\$ 232,272	\$ 682,961	\$ 855,418	\$ 682,961
Benefits	\$ 40,056	\$ 19,928	\$ 361,259	\$ 320,102	\$ 361,259
<b>PERSONNEL (ACTUAL)</b>	<b>\$ 136,050</b>	<b>\$ 252,200</b>	<b>\$ 1,044,220</b>	<b>\$ 1,175,520</b>	<b>\$ 1,044,220</b>
AS BUDGET	\$ 82,948	\$ -	\$ 995,380	\$ -	Not Applicable
% ACTUAL TO BUDGET	164.02%	0.00%	104.91%	0.00%	Not Applicable
<b>CONTRACTED SERVICES</b>					
Consulting	\$ -	\$ 75	\$ 47,150	\$ 4,889	\$ 47,150
Util Protect Ctr	\$ -	\$ -	\$ -	\$ -	\$ -
Custodial Service	\$ 214	\$ -	\$ 427	\$ -	\$ 427
Lawn & Maint	\$ -	\$ -	\$ 790	\$ -	\$ 790
Holiday Event	\$ 394	\$ -	\$ 394	\$ -	\$ 394
Security Sys	\$ -	\$ -	\$ -	\$ -	\$ -
Rents/Leases	\$ 5,256	\$ 4,532	\$ 60,525	\$ 42,640	\$ 60,525
Repairs & Maintenance (Outside)	\$ 4,108	\$ 11,682	\$ 138,760	\$ 161,036	\$ 138,760
Landfill Fees	\$ 12,300	\$ 7,723	\$ 94,005	\$ 45,389	\$ 94,005
Contracted Services	\$ 559	\$ 1,205	\$ 6,546	\$ 6,725	\$ 6,546
Comm Svcs	\$ 776	\$ 2,477	\$ 6,856	\$ 10,498	\$ 6,856
Public Relations	\$ 32	\$ -	\$ 632	\$ -	\$ 632
Mkt Expense	\$ -	\$ -	\$ -	\$ 269	\$ -
Util Bill Print Svcs	\$ -	\$ -	\$ -	\$ -	\$ -
Dues & Sub	\$ -	\$ -	\$ 1,073	\$ 668	\$ 1,073
Fees	\$ 288	\$ -	\$ 288	\$ -	\$ 288
Ga Dept Rev Fee	\$ -	\$ -	\$ 550	\$ -	\$ 550
Training & Ed	\$ 364	\$ 855	\$ 6,368	\$ 8,471	\$ 6,368
Gen Liab Ins	\$ -	\$ -	\$ 3,498	\$ -	\$ 3,498
Uniform Rent	\$ -	\$ 844	\$ 4,424	\$ 13,181	\$ 4,424
Fine/Late Fee	\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000
<b>CONTRACTED SERVICES (ACTUAL)</b>	<b>\$ 24,291</b>	<b>\$ 29,393</b>	<b>\$ 374,286</b>	<b>\$ 293,766</b>	<b>\$ 374,286</b>
AS BUDGET	\$ 33,529	\$ -	\$ 402,350	\$ -	Not Applicable
% ACTUAL TO BUDGET	72.45%	0.00%	93.02%	0.00%	Not Applicable

**WATER & SEWER UTILITY: EXPENSES**

REPORTING PERIOD: 12/2017

MONROE

MOST RECENT  
12-MONTH

	Dec 2017	Dec 2016	FY2017 YTD	FY2016 YTD	
<b>SUPPLIES</b>					
Chem & Pest	\$ 11,226	\$ 15,999	\$ 106,097	\$ 122,595	\$ 106,097
Office Supplies	\$ 449	\$ 728	\$ 15,441	\$ 9,100	\$ 15,441
Janitorial	\$ 458	\$ -	\$ 1,507	\$ -	\$ 1,507
Postage	\$ -	\$ -	\$ 833	\$ 363	\$ 833
Utility Costs	\$ 24,643	\$ 27,879	\$ 292,987	\$ 340,871	\$ 292,987
Transportation	\$ 1,560	\$ 3,359	\$ 22,250	\$ 25,314	\$ 22,250
Food	\$ 182	\$ -	\$ 656	\$ -	\$ 656
Books & Periodicals	\$ -	\$ -	\$ 120	\$ -	\$ 120
Sm Tool & Min Equip	\$ 9,009	\$ 4,833	\$ 40,153	\$ 14,076	\$ 40,153
Lab Supplies	\$ 2,839	\$ 3,340	\$ 23,749	\$ 22,571	\$ 23,749
Sm Oper Supplies	\$ 4,590	\$ 4,176	\$ 47,042	\$ 36,540	\$ 47,042
Uniform	\$ 837	\$ 96	\$ 5,822	\$ 5,603	\$ 5,822
Construction Material	\$ -	\$ -	\$ 1,197	\$ -	\$ 1,197
Repairs & Maintenance (Inside)	\$ 16,855	\$ 11,135	\$ 119,395	\$ 66,448	\$ 119,395
Meters	\$ -	\$ -	\$ -	\$ -	\$ -
Equip Pur (<\$5M)	\$ -	\$ 1,488	\$ 4,084	\$ 12,073	\$ 4,084
Dam Claims	\$ 285	\$ 750	\$ 1,410	\$ 2,407	\$ 1,410
Lab Equip	\$ -	\$ -	\$ -	\$ 2,650	\$ -
Misc	\$ -	\$ 747	\$ 6,890	\$ 6,756	\$ 6,890
<b>CONTRACTED SERVICES (ACTUAL)</b>	<b>\$ 72,933</b>	<b>\$ 74,530</b>	<b>\$ 689,634</b>	<b>\$ 667,366</b>	<b>\$ 689,634</b>
AS BUDGET	\$ 61,058	\$ -	\$ 732,700	\$ -	Not Applicable
% ACTUAL TO BUDGET	119.45%	0.00%	94.12%	0.00%	Not Applicable

	Dec 2017	Dec 2016	FY2017 YTD	FY2016 YTD	12-MONTH
<b>CAPITAL OUTLAY</b>					
Util Cash (Over)/Shrt	\$ -	\$ -	\$ -	\$ -	\$ -
Util Int Admin Alloc	\$ -	\$ -	\$ -	\$ -	\$ -
Depr Exp	\$ 722,422	\$ 693,241	\$ 722,422	\$ 693,241	\$ 722,422
Amortization	\$ -	\$ 78	\$ -	\$ 3,628	\$ -
Admin Alloc - Adm Exp	\$ 53,971	\$ 44,095	\$ 469,034	\$ 430,301	\$ 469,034
Util Bad Debt Exp	\$ -	\$ -	\$ -	\$ -	\$ -
Principal Payments	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Expense	\$ 11,652	\$ 5,490	\$ 149,593	\$ 79,421	\$ 149,593
Sites/Land	\$ -	\$ -	\$ -	\$ -	\$ -
Cip	\$ 209,098	\$ (35,305)	\$ 344,065	\$ (5,950)	\$ 344,065
Capital Expenditures	\$ -	\$ -	\$ 54,671	\$ -	\$ 54,671
<b>CAPITAL OUTLAY (ACTUAL)</b>	<b>\$ 997,143</b>	<b>\$ 707,599</b>	<b>\$ 1,739,785</b>	<b>\$ 1,200,641</b>	<b>\$ 1,739,785</b>
AS BUDGET	\$ -	\$ -	\$ -	\$ -	Not Applicable
% ACTUAL TO BUDGET	0.00%	0.00%	0.00%	0.00%	Not Applicable
<b>FUND TRANSFERS</b>					
<b>FUND TRANSFERS (ACTUAL)</b>	<b>\$ 16,001</b>	<b>\$ 17,466</b>	<b>\$ 176,035</b>	<b>\$ 188,738</b>	<b>\$ 176,035</b>
AS BUDGET	\$ -	\$ -	\$ -	\$ -	Not Applicable
% ACTUAL TO BUDGET	0.00%	0.00%	0.00%	0.00%	Not Applicable
<b>TOTAL EXPENSES (ACTUAL)</b>	<b>\$ 1,246,418</b>	<b>\$ 1,081,186</b>	<b>\$ 4,023,959</b>	<b>\$ 3,526,031</b>	<b>\$ 4,023,959</b>
AS BUDGET	\$ 177,536	\$ -	\$ 2,130,430	\$ -	Not Applicable
% ACTUAL TO BUDGET	702.07%	0.00%	188.88%	0.00%	Not Applicable



## Called Meeting

### AGENDA

March 6, 2018

**Item:**

Hangar Maintenance

**Department:**

**Additional Information:**

**Financial Impact:**

**Budgeted Item:**

**Recommendation / Request:**

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [Hangar Maintenance Info](#)



**To:** Airport Committee, City Council  
**From:** Chris Bailey, Central Services Manager  
**Department:** Airport  
**Date:** 02/26/18  
**Description:** A request is being made to repair the existing 16 t-hangar units at the Monroe-Walton County Airport. This repair will replace the existing guards and protectors that seal the hangar doors from the entrance of small animals (birds mainly) and excessive amounts of dust and debris. The repair will consist of center and end seals, brush and weather guards, top and bottom seals, and the possible adjustment of doors for better seals. The requested expense is for Hangars & Doors Unlimited, LLC., at a total cost of \$25,775.00 for material and labor.

---

**Budget Account/Project Name: Airport (Buildings) 100-510-07563-00541-541300**

**Funding Source: Airport Revenue**

**Budget Allocation:** \$28,500.00

**Budget Available:** \$28,500.00

**Requested Expense:** \$25,775.00 **Company of Purchase:** Hangars & Doors Unlimited, LLC.

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***Recommendation:***

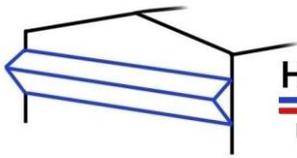
Staff recommends the approval of the request to repair the existing 16 t-hangar units at the Monroe-Walton County Airport. This project sought available bids from competitive vendors who build and repair hangar units in the general area of Walton County.

***Background:***

It is the practice of the City of Monroe to continually work towards the longevity of the Monroe-Walton County Airport through the maintenance of equipment, buildings, and grounds.

***Attachment(s):***

Repair Quotes – 2 pages



**HANGARS & DOORS**  
**UNLIMITED, LLC**  
 hangarsanddoors@gmail.com

P.O. Box 172  
 Pelham, AL 35124  
 205-533-2347

REVISED

February 27, 2018

Mr. Chris Bailey  
 City Of Monroe  
 245 North Broad Street  
 Monroe, GA 30665

Office: 770-267-7536  
 Cell: 404-427-0149  
 Email: CBailey@monroega.gov

REF: Hangar Door Weatherseals, Monroe/Walton County Airport, GA; Material & Labor

Mr. Bailey,  
 Per your request, H&D Unlimited offers to furnish & install new weather seals (brush style) on (16) existing T-hangar doors. This includes removing all existing seals. We propose to add Brush style seals at vertical bi-passing jambs, center jambs, endwall jambs, top and bottom horizontal door members.

Costs for repairs including material, labor and equipment is ----- **\$25,775 plus tax.**

Clarifications, Alternates & Adds:

- 1.) We are offering brush style weatherseals - only. No rubber seals.
- 2.) We assume both T-hangars have same size hangar doors - approximate 41' X 14'.
- 3.) Center & endwall jamb seals will be placed on inside of one panel only.
- 4.) Vertical bi-passing jamb and top seals will be placed on outside of door panels.
- 5.) **Bottom seals will be placed on inside of door panels.**

Terms: H&D, Unlimited terms are 25% deposit balance net 30 days from install. Pricing is subject to escalation until order is placed and customer is in receipt of material.

If you are in agreement with the above and want Hangars & Doors, Unlimited to perform the proposed services, please acknowledge this document and return it - fax or email. Upon receipt of your acknowledgment, we will make every effort possible to expedite this work and will contact you regarding schedule.

If you have any questions, please do not hesitate to call me direct anytime.

Sincerely,  
 Hangars & Doors, Unlimited LLC

Accepted By: \_\_\_\_\_  
 Chris Bailey

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

Daniel G. Palmer  
 President  
 C:205-533-2347



February 2, 2018

City of Monroe, GA

Attn: Chris Bailey  
[cbailey@MonroeGA.gov](mailto:cbailey@MonroeGA.gov)  
Phone: 770.266.5406

Re: Hangar Door Weather Seals Installation

As requested, I have prepared a quotation to cover the **DEMO, SUPPLY & INSTALLATION** of new weather seals and galvanized retainers for sixteen (16) 40' wide x 15' high, 2-leaf, bi-parting/one-way door systems. Also, included is a close-off seal for the top end caps of each door system to help prevent

I quote the **DEMO, SUPPLY AND INSTALLATION** of the following:

- A. Pre-construction site visit to confirm sizes and details
- B. Install new high-quality nylon reinforced neoprene weather seals, galvanized retainers and fasteners to the following locations:
  - Ext Bottom: (32) 1/8" horizontal weather seals, galvanized retainers and fasteners
  - Exterior Sides: (10) 1/8" vertical bypass seals
  - Lead Jamb: (16) 1/8" vertical bulb seal, galvanized retainers and fasteners
  - Ext Tops: (32) 3/16" horizontal seals, galvanized retainers and fasteners
  - Top End Caps: (10) 3/16" weather seals, galvanized retainers and fasteners
- C. All necessary tools, equipment, and insurance
- D. 1 year warranty on materials and labor

**SUPPLY & INSTALLATION** of the above stated (Items A-D)--- **\$27,920.00**

**Qualifications:**

- 1) Insurance Limits: \$1,000,000 each occurrence / \$2,000,000.00 aggregate
- 2) Local and state contractors not included
- 3) 50% down payment prior to installation; balance due 30 days after completion

Thank you for the opportunity to offer you a quotation, and if I can help further, please give me a call.

JaCor is a leading supplier and installer of premium weather seals and brush seals for aircraft hangar doors. JaCor only uses high-grade, nylon-inserted, neoprene rubber seals and rustproof fasteners for a long-lasting barrier against the elements. Put our years of experience to work for you.

Sincerely,  
Jason Hoffe

**JaCor, Inc. • S83W18346 Saturn Drive • Muskego, WI 53150**  
**[jason@jacorinc.com](mailto:jason@jacorinc.com) • Phone: 414.403.1625**  
**[www.jacorinc.com](http://www.jacorinc.com)**



## Called Meeting

### AGENDA

March 6, 2018

**Item:**

Hangar Build Contract

**Department:**

**Additional Information:**

**Financial Impact:**

**Budgeted Item:**

**Recommendation / Request:**

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [Hangar Build Contract Info](#)



**To:** Airport Committee, City Council  
**From:** Chris Bailey, Central Services Manager  
**Department:** Airport  
**Date:** 02/27/18  
**Description:** A request is being made to enter into a contract authorizing Barge Design Solutions, Inc. (formerly Barge Waggoner Sumner Cannon) for the turn key build of an 8-unit t-hangar at the Monroe-Walton County Airport. This contract would cover all phases from project scope formulation, survey, geotechnical, construction plans, contractual documents, bidding, DBE plans, and final general contractor compliance. This approach covers the previously discussed process of complete paperwork submittal and process scope that would then allow for the City of Monroe to continually apply for reimbursement through grant funding.

---

**Budget Account/Project Name:** Airport (Consulting/Technical) 100-510-07563-00521-521300

**Funding Source:** Airport Revenue

**Budget Allocation:** \$2,500.00

**Budget Available:** \$2,500.00

**Requested Expense:** \$18,904.00

**Company of Purchase:** Barge Design Solutions, Inc.

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***Recommendation:***

Staff recommends the approval of the request to enter into a contract authorizing Barge Design Solutions, Inc. (formerly Barge Waggoner Sumner Cannon) for the turn key build of an 8-unit t-hangar at the Monroe-Walton County Airport. Approval will be followed by the eventual requested approval of an 8-unit t-hangar bid by Barge Design Solutions, Inc. that will be approximately \$350,000 to \$400,000 in overall cost to the City of Monroe.

***Background:***

It is the practice of the City of Monroe to continually work towards the development of the Monroe-Walton County Airport through the addition of buildings and facilities that make the airport a greater economic development tool for the City.

***Attachment(s):***

8 Unit T-Hangar Build Quote – 1 page

Amortization Schedule – 7 pages

Barge Design Solution, Inc. Contract – 18 pages

April 17, 2017

**T-Hangar Building  
at the  
Monroe Walton County Airport  
Monroe, GA (Walton County)**

T-Hangar 53'-1" wide x 185'-0" long x 15' +/- eave height, 1:12 roof pitch.

- 8 units with 26 gage galvalume partitions full height.
- 16 – each 20'-6" wide x 12' high bottom rolling slide doors with 26 gage painted panels. (Clear door openings 40'-6" wide x 12'-0" high).
- Roof- 26 gage galvalume pbr panels with 3" fiberglass blanket insulation.
- Ridge – Standard die-formed ridge cap, no ventilated ridge.
- Walls – 26 gage painted pbr panels, not insulated, no gutter.
- 2 – each 3070M walk doors with cylinder lever locks, one in each storage unit.
- 8 – each 3060M walk doors with cylinder lever lockset (mounted in slide door one per unit).
- 4" thick concrete slab 53'-1" wide x 185'-1" long, 3,000 psi concrete, column footings and perimeter turndown reinforced with #4 rebar, includes anchor bolts.
- 200 amp single phase electrical service stubbed out 5' from building, with each unit and each storage room having 2 each 8' x 2 tube fluorescent lights, one light switch, and two quad 20 amp receptacles.

**Budget price with building manufactured by Company A, \$270,000.00**

**Budget price with building manufactured by Company B, \$302,400.00.**

End.

airport t hangars

Compound Period ..... : Monthly

Nominal Annual Rate .... : 5.000 %

## CASH FLOW DATA

Event	Date	Amount	Number	Period	End Date
1 Loan	11/01/2017	385,000.00	1		
2 Payment	12/01/2017	2,540.83	240	Monthly	11/01/2037

## AMORTIZATION SCHEDULE - Normal Amortization

	Date	Payment	Interest	Principal	Balance
Loan	11/01/2017				385,000.00
1	12/01/2017	2,540.83	1,604.17	936.66	384,063.34
2017 Totals		2,540.83	1,604.17	936.66	
2	01/01/2018	2,540.83	1,600.26	940.57	383,122.77
3	02/01/2018	2,540.83	1,596.34	944.49	382,178.28
4	03/01/2018	2,540.83	1,592.41	948.42	381,229.86
5	04/01/2018	2,540.83	1,588.46	952.37	380,277.49
6	05/01/2018	2,540.83	1,584.49	956.34	379,321.15
7	06/01/2018	2,540.83	1,580.50	960.33	378,360.82
8	07/01/2018	2,540.83	1,576.50	964.33	377,396.49
9	08/01/2018	2,540.83	1,572.49	968.34	376,428.15
10	09/01/2018	2,540.83	1,568.45	972.38	375,455.77
11	10/01/2018	2,540.83	1,564.40	976.43	374,479.34
12	11/01/2018	2,540.83	1,560.33	980.50	373,498.84
13	12/01/2018	2,540.83	1,556.25	984.58	372,514.26
2018 Totals		30,489.96	18,940.88	11,549.08	
14	01/01/2019	2,540.83	1,552.14	988.69	371,525.57
15	02/01/2019	2,540.83	1,548.02	992.81	370,532.76
16	03/01/2019	2,540.83	1,543.89	996.94	369,535.82
17	04/01/2019	2,540.83	1,539.73	1,001.10	368,534.72
18	05/01/2019	2,540.83	1,535.56	1,005.27	367,529.45
19	06/01/2019	2,540.83	1,531.37	1,009.46	366,519.99
20	07/01/2019	2,540.83	1,527.17	1,013.66	365,506.33
21	08/01/2019	2,540.83	1,522.94	1,017.89	364,488.44
22	09/01/2019	2,540.83	1,518.70	1,022.13	363,466.31
23	10/01/2019	2,540.83	1,514.44	1,026.39	362,439.92
24	11/01/2019	2,540.83	1,510.17	1,030.66	361,409.26
25	12/01/2019	2,540.83	1,505.87	1,034.96	360,374.30
2019 Totals		30,489.96	18,350.00	12,139.96	
26	01/01/2020	2,540.83	1,501.56	1,039.27	359,335.03
27	02/01/2020	2,540.83	1,497.23	1,043.60	358,291.43
28	03/01/2020	2,540.83	1,492.88	1,047.95	357,243.48
29	04/01/2020	2,540.83	1,488.51	1,052.32	356,191.16
30	05/01/2020	2,540.83	1,484.13	1,056.70	355,134.46
31	06/01/2020	2,540.83	1,479.73	1,061.10	354,073.36
32	07/01/2020	2,540.83	1,475.31	1,065.52	353,007.84
33	08/01/2020	2,540.83	1,470.87	1,069.96	351,937.88

## airport t hangars

	Date	Payment	Interest	Principal	Balance
	34 09/01/2020	2,540.83	1,466.41	1,074.42	350,863.46
	35 10/01/2020	2,540.83	1,461.93	1,078.90	349,784.56
	36 11/01/2020	2,540.83	1,457.44	1,083.39	348,701.17
	37 12/01/2020	2,540.83	1,452.92	1,087.91	347,613.26
	2020 Totals	30,489.96	17,728.92	12,761.04	
	38 01/01/2021	2,540.83	1,448.39	1,092.44	346,520.82
	39 02/01/2021	2,540.83	1,443.84	1,096.99	345,423.83
	40 03/01/2021	2,540.83	1,439.27	1,101.56	344,322.27
	41 04/01/2021	2,540.83	1,434.68	1,106.15	343,216.12
	42 05/01/2021	2,540.83	1,430.07	1,110.76	342,105.36
	43 06/01/2021	2,540.83	1,425.44	1,115.39	340,989.97
	44 07/01/2021	2,540.83	1,420.79	1,120.04	339,869.93
	45 08/01/2021	2,540.83	1,416.12	1,124.71	338,745.22
	46 09/01/2021	2,540.83	1,411.44	1,129.39	337,615.83
	47 10/01/2021	2,540.83	1,406.73	1,134.10	336,481.73
	48 11/01/2021	2,540.83	1,402.01	1,138.82	335,342.91
	49 12/01/2021	2,540.83	1,397.26	1,143.57	334,199.34
	2021 Totals	30,489.96	17,076.04	13,413.92	
	50 01/01/2022	2,540.83	1,392.50	1,148.33	333,051.01
	51 02/01/2022	2,540.83	1,387.71	1,153.12	331,897.89
	52 03/01/2022	2,540.83	1,382.91	1,157.92	330,739.97
	53 04/01/2022	2,540.83	1,378.08	1,162.75	329,577.22
	54 05/01/2022	2,540.83	1,373.24	1,167.59	328,409.63
	55 06/01/2022	2,540.83	1,368.37	1,172.46	327,237.17
	56 07/01/2022	2,540.83	1,363.49	1,177.34	326,059.83
	57 08/01/2022	2,540.83	1,358.58	1,182.25	324,877.58
	58 09/01/2022	2,540.83	1,353.66	1,187.17	323,690.41
	59 10/01/2022	2,540.83	1,348.71	1,192.12	322,498.29
	60 11/01/2022	2,540.83	1,343.74	1,197.09	321,301.20
	61 12/01/2022	2,540.83	1,338.76	1,202.07	320,099.13
	2022 Totals	30,489.96	16,389.75	14,100.21	
	62 01/01/2023	2,540.83	1,333.75	1,207.08	318,892.05
	63 02/01/2023	2,540.83	1,328.72	1,212.11	317,679.94
	64 03/01/2023	2,540.83	1,323.67	1,217.16	316,462.78
	65 04/01/2023	2,540.83	1,318.59	1,222.24	315,240.54
	66 05/01/2023	2,540.83	1,313.50	1,227.33	314,013.21
	67 06/01/2023	2,540.83	1,308.39	1,232.44	312,780.77
	68 07/01/2023	2,540.83	1,303.25	1,237.58	311,543.19
	69 08/01/2023	2,540.83	1,298.10	1,242.73	310,300.46
	70 09/01/2023	2,540.83	1,292.92	1,247.91	309,052.55
	71 10/01/2023	2,540.83	1,287.72	1,253.11	307,799.44
	72 11/01/2023	2,540.83	1,282.50	1,258.33	306,541.11
	73 12/01/2023	2,540.83	1,277.25	1,263.58	305,277.53
	2023 Totals	30,489.96	15,668.36	14,821.60	
	74 01/01/2024	2,540.83	1,271.99	1,268.84	304,008.69
	75 02/01/2024	2,540.83	1,266.70	1,274.13	302,734.56
	76 03/01/2024	2,540.83	1,261.39	1,279.44	301,455.12
	77 04/01/2024	2,540.83	1,256.06	1,284.77	300,170.35
	78 05/01/2024	2,540.83	1,250.71	1,290.12	298,880.23

## airport t hangars

	Date	Payment	Interest	Principal	Balance
79	06/01/2024	2,540.83	1,245.33	1,295.50	297,584.73
80	07/01/2024	2,540.83	1,239.94	1,300.89	296,283.84
81	08/01/2024	2,540.83	1,234.52	1,306.31	294,977.53
82	09/01/2024	2,540.83	1,229.07	1,311.76	293,665.77
83	10/01/2024	2,540.83	1,223.61	1,317.22	292,348.55
84	11/01/2024	2,540.83	1,218.12	1,322.71	291,025.84
85	12/01/2024	2,540.83	1,212.61	1,328.22	289,697.62
2024 Totals		30,489.96	14,910.05	15,579.91	
86	01/01/2025	2,540.83	1,207.07	1,333.76	288,363.86
87	02/01/2025	2,540.83	1,201.52	1,339.31	287,024.55
88	03/01/2025	2,540.83	1,195.94	1,344.89	285,679.66
89	04/01/2025	2,540.83	1,190.33	1,350.50	284,329.16
90	05/01/2025	2,540.83	1,184.70	1,356.13	282,973.03
91	06/01/2025	2,540.83	1,179.05	1,361.78	281,611.25
92	07/01/2025	2,540.83	1,173.38	1,367.45	280,243.80
93	08/01/2025	2,540.83	1,167.68	1,373.15	278,870.65
94	09/01/2025	2,540.83	1,161.96	1,378.87	277,491.78
95	10/01/2025	2,540.83	1,156.22	1,384.61	276,107.17
96	11/01/2025	2,540.83	1,150.45	1,390.38	274,716.79
97	12/01/2025	2,540.83	1,144.65	1,396.18	273,320.61
2025 Totals		30,489.96	14,112.95	16,377.01	
98	01/01/2026	2,540.83	1,138.84	1,401.99	271,918.62
99	02/01/2026	2,540.83	1,132.99	1,407.84	270,510.78
100	03/01/2026	2,540.83	1,127.13	1,413.70	269,097.08
101	04/01/2026	2,540.83	1,121.24	1,419.59	267,677.49
102	05/01/2026	2,540.83	1,115.32	1,425.51	266,251.98
103	06/01/2026	2,540.83	1,109.38	1,431.45	264,820.53
104	07/01/2026	2,540.83	1,103.42	1,437.41	263,383.12
105	08/01/2026	2,540.83	1,097.43	1,443.40	261,939.72
106	09/01/2026	2,540.83	1,091.42	1,449.41	260,490.31
107	10/01/2026	2,540.83	1,085.38	1,455.45	259,034.86
108	11/01/2026	2,540.83	1,079.31	1,461.52	257,573.34
109	12/01/2026	2,540.83	1,073.22	1,467.61	256,105.73
2026 Totals		30,489.96	13,275.08	17,214.88	
110	01/01/2027	2,540.83	1,067.11	1,473.72	254,632.01
111	02/01/2027	2,540.83	1,060.97	1,479.86	253,152.15
112	03/01/2027	2,540.83	1,054.80	1,486.03	251,666.12
113	04/01/2027	2,540.83	1,048.61	1,492.22	250,173.90
114	05/01/2027	2,540.83	1,042.39	1,498.44	248,675.46
115	06/01/2027	2,540.83	1,036.15	1,504.68	247,170.78
116	07/01/2027	2,540.83	1,029.88	1,510.95	245,659.83
117	08/01/2027	2,540.83	1,023.58	1,517.25	244,142.58
118	09/01/2027	2,540.83	1,017.26	1,523.57	242,619.01
119	10/01/2027	2,540.83	1,010.91	1,529.92	241,089.09
120	11/01/2027	2,540.83	1,004.54	1,536.29	239,552.80
121	12/01/2027	2,540.83	998.14	1,542.69	238,010.11
2027 Totals		30,489.96	12,394.34	18,095.62	
122	01/01/2028	2,540.83	991.71	1,549.12	236,460.99
123	02/01/2028	2,540.83	985.25	1,555.58	234,905.41

## airport t hangars

	Date	Payment	Interest	Principal	Balance
124	03/01/2028	2,540.83	978.77	1,562.06	233,343.35
125	04/01/2028	2,540.83	972.26	1,568.57	231,774.78
126	05/01/2028	2,540.83	965.73	1,575.10	230,199.68
127	06/01/2028	2,540.83	959.17	1,581.66	228,618.02
128	07/01/2028	2,540.83	952.58	1,588.25	227,029.77
129	08/01/2028	2,540.83	945.96	1,594.87	225,434.90
130	09/01/2028	2,540.83	939.31	1,601.52	223,833.38
131	10/01/2028	2,540.83	932.64	1,608.19	222,225.19
132	11/01/2028	2,540.83	925.94	1,614.89	220,610.30
133	12/01/2028	2,540.83	919.21	1,621.62	218,988.68
2028 Totals		30,489.96	11,468.53	19,021.43	
134	01/01/2029	2,540.83	912.45	1,628.38	217,360.30
135	02/01/2029	2,540.83	905.67	1,635.16	215,725.14
136	03/01/2029	2,540.83	898.85	1,641.98	214,083.16
137	04/01/2029	2,540.83	892.01	1,648.82	212,434.34
138	05/01/2029	2,540.83	885.14	1,655.69	210,778.65
139	06/01/2029	2,540.83	878.24	1,662.59	209,116.06
140	07/01/2029	2,540.83	871.32	1,669.51	207,446.55
141	08/01/2029	2,540.83	864.36	1,676.47	205,770.08
142	09/01/2029	2,540.83	857.38	1,683.45	204,086.63
143	10/01/2029	2,540.83	850.36	1,690.47	202,396.16
144	11/01/2029	2,540.83	843.32	1,697.51	200,698.65
145	12/01/2029	2,540.83	836.24	1,704.59	198,994.06
2029 Totals		30,489.96	10,495.34	19,994.62	
146	01/01/2030	2,540.83	829.14	1,711.69	197,282.37
147	02/01/2030	2,540.83	822.01	1,718.82	195,563.55
148	03/01/2030	2,540.83	814.85	1,725.98	193,837.57
149	04/01/2030	2,540.83	807.66	1,733.17	192,104.40
150	05/01/2030	2,540.83	800.44	1,740.39	190,364.01
151	06/01/2030	2,540.83	793.18	1,747.65	188,616.36
152	07/01/2030	2,540.83	785.90	1,754.93	186,861.43
153	08/01/2030	2,540.83	778.59	1,762.24	185,099.19
154	09/01/2030	2,540.83	771.25	1,769.58	183,329.61
155	10/01/2030	2,540.83	763.87	1,776.96	181,552.65
156	11/01/2030	2,540.83	756.47	1,784.36	179,768.29
157	12/01/2030	2,540.83	749.03	1,791.80	177,976.49
2030 Totals		30,489.96	9,472.39	21,017.57	
158	01/01/2031	2,540.83	741.57	1,799.26	176,177.23
159	02/01/2031	2,540.83	734.07	1,806.76	174,370.47
160	03/01/2031	2,540.83	726.54	1,814.29	172,556.18
161	04/01/2031	2,540.83	718.98	1,821.85	170,734.33
162	05/01/2031	2,540.83	711.39	1,829.44	168,904.89
163	06/01/2031	2,540.83	703.77	1,837.06	167,067.83
164	07/01/2031	2,540.83	696.12	1,844.71	165,223.12
165	08/01/2031	2,540.83	688.43	1,852.40	163,370.72
166	09/01/2031	2,540.83	680.71	1,860.12	161,510.60
167	10/01/2031	2,540.83	672.96	1,867.87	159,642.73
168	11/01/2031	2,540.83	665.18	1,875.65	157,767.08
169	12/01/2031	2,540.83	657.36	1,883.47	155,883.61
2031 Totals		30,489.96	8,397.08	22,092.88	

## airport t hangars

	Date	Payment	Interest	Principal	Balance
170	01/01/2032	2,540.83	649.52	1,891.31	153,992.30
171	02/01/2032	2,540.83	641.63	1,899.20	152,093.10
172	03/01/2032	2,540.83	633.72	1,907.11	150,185.99
173	04/01/2032	2,540.83	625.77	1,915.06	148,270.93
174	05/01/2032	2,540.83	617.80	1,923.03	146,347.90
175	06/01/2032	2,540.83	609.78	1,931.05	144,416.85
176	07/01/2032	2,540.83	601.74	1,939.09	142,477.76
177	08/01/2032	2,540.83	593.66	1,947.17	140,530.59
178	09/01/2032	2,540.83	585.54	1,955.29	138,575.30
179	10/01/2032	2,540.83	577.40	1,963.43	136,611.87
180	11/01/2032	2,540.83	569.22	1,971.61	134,640.26
181	12/01/2032	2,540.83	561.00	1,979.83	132,660.43
2032 Totals		30,489.96	7,266.78	23,223.18	
182	01/01/2033	2,540.83	552.75	1,988.08	130,672.35
183	02/01/2033	2,540.83	544.47	1,996.36	128,675.99
184	03/01/2033	2,540.83	536.15	2,004.68	126,671.31
185	04/01/2033	2,540.83	527.80	2,013.03	124,658.28
186	05/01/2033	2,540.83	519.41	2,021.42	122,636.86
187	06/01/2033	2,540.83	510.99	2,029.84	120,607.02
188	07/01/2033	2,540.83	502.53	2,038.30	118,568.72
189	08/01/2033	2,540.83	494.04	2,046.79	116,521.93
190	09/01/2033	2,540.83	485.51	2,055.32	114,466.61
191	10/01/2033	2,540.83	476.94	2,063.89	112,402.72
192	11/01/2033	2,540.83	468.34	2,072.49	110,330.23
193	12/01/2033	2,540.83	459.71	2,081.12	108,249.11
2033 Totals		30,489.96	6,078.64	24,411.32	
194	01/01/2034	2,540.83	451.04	2,089.79	106,159.32
195	02/01/2034	2,540.83	442.33	2,098.50	104,060.82
196	03/01/2034	2,540.83	433.59	2,107.24	101,953.58
197	04/01/2034	2,540.83	424.81	2,116.02	99,837.56
198	05/01/2034	2,540.83	415.99	2,124.84	97,712.72
199	06/01/2034	2,540.83	407.14	2,133.69	95,579.03
200	07/01/2034	2,540.83	398.25	2,142.58	93,436.45
201	08/01/2034	2,540.83	389.32	2,151.51	91,284.94
202	09/01/2034	2,540.83	380.35	2,160.48	89,124.46
203	10/01/2034	2,540.83	371.35	2,169.48	86,954.98
204	11/01/2034	2,540.83	362.31	2,178.52	84,776.46
205	12/01/2034	2,540.83	353.24	2,187.59	82,588.87
2034 Totals		30,489.96	4,829.72	25,660.24	
206	01/01/2035	2,540.83	344.12	2,196.71	80,392.16
207	02/01/2035	2,540.83	334.97	2,205.86	78,186.30
208	03/01/2035	2,540.83	325.78	2,215.05	75,971.25
209	04/01/2035	2,540.83	316.55	2,224.28	73,746.97
210	05/01/2035	2,540.83	307.28	2,233.55	71,513.42
211	06/01/2035	2,540.83	297.97	2,242.86	69,270.56
212	07/01/2035	2,540.83	288.63	2,252.20	67,018.36
213	08/01/2035	2,540.83	279.24	2,261.59	64,756.77
214	09/01/2035	2,540.83	269.82	2,271.01	62,485.76
215	10/01/2035	2,540.83	260.36	2,280.47	60,205.29
216	11/01/2035	2,540.83	250.86	2,289.97	57,915.32

## airport t hangars

	Date	Payment	Interest	Principal	Balance
217	12/01/2035	2,540.83	241.31	2,299.52	55,615.80
2035 Totals		30,489.96	3,516.89	26,973.07	
218	01/01/2036	2,540.83	231.73	2,309.10	53,306.70
219	02/01/2036	2,540.83	222.11	2,318.72	50,987.98
220	03/01/2036	2,540.83	212.45	2,328.38	48,659.60
221	04/01/2036	2,540.83	202.75	2,338.08	46,321.52
222	05/01/2036	2,540.83	193.01	2,347.82	43,973.70
223	06/01/2036	2,540.83	183.22	2,357.61	41,616.09
224	07/01/2036	2,540.83	173.40	2,367.43	39,248.66
225	08/01/2036	2,540.83	163.54	2,377.29	36,871.37
226	09/01/2036	2,540.83	153.63	2,387.20	34,484.17
227	10/01/2036	2,540.83	143.68	2,397.15	32,087.02
228	11/01/2036	2,540.83	133.70	2,407.13	29,679.89
229	12/01/2036	2,540.83	123.67	2,417.16	27,262.73
2036 Totals		30,489.96	2,136.89	28,353.07	
230	01/01/2037	2,540.83	113.59	2,427.24	24,835.49
231	02/01/2037	2,540.83	103.48	2,437.35	22,398.14
232	03/01/2037	2,540.83	93.33	2,447.50	19,950.64
233	04/01/2037	2,540.83	83.13	2,457.70	17,492.94
234	05/01/2037	2,540.83	72.89	2,467.94	15,025.00
235	06/01/2037	2,540.83	62.60	2,478.23	12,546.77
236	07/01/2037	2,540.83	52.28	2,488.55	10,058.22
237	08/01/2037	2,540.83	41.91	2,498.92	7,559.30
238	09/01/2037	2,540.83	31.50	2,509.33	5,049.97
239	10/01/2037	2,540.83	21.04	2,519.79	2,530.18
240	11/01/2037	2,540.83	10.65	2,530.18	0.00
2037 Totals		27,949.13	686.40	27,262.73	
Grand Totals		609,799.20	224,799.20	385,000.00	

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airport t hangars

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Last interest amount increased by 0.11 due to rounding.

**EXHIBIT A**  
**MONROE-WALTON COUNTY AIRPORT**  
**MONROE, GEORGIA**  
**WORK AUTHORIZATION NO.: 2018-01**  
**NEW T-HANGAR DESIGN**

AP XXX-XXXX-XX(XXX) Walton  
(Project Identification No.)

February 2, 2018  
Date:

It is agreed to undertake the following work in accordance with the provisions of the Agreement between the **CITY OF MONROE** (OWNER) and **BARGE DESIGN SOLUTIONS, INC.** (E/A) dated September 30, 2014.

---

Scope of Services:

See attached Work Scope document.

Time of Performance:

AE will complete all work items to meet or exceed GDOT's schedule for completion.

Compensation:

E/A will provide the following basic services (lump sum) at the indicated costs:

**Apron Rehabilitation and Expansion Design:**

Element 1 – Project Formulation	\$5,146.00
Element 2 – Survey	\$0.00
Element 3 – Geotechnical Investigation	\$440.00
Element 4 – Construction Plans	\$6,431.00
Element 5 – Contract Documents	\$5,115.00
Element 6 – Engineer's Design Report	\$0.00
Element 7 – DBE Plan	\$0.00
Element 8 – Coordination, Review, & Comments	\$1,772.00
<b>TOTAL PROJECT COSTS:</b>	<b>\$18,904.00</b>

---

Agree as to Scope of Services, Time of Performance and Compensation:

**CITY OF MONROE**

**BARGE DESIGN SOLUTIONS INC.**

\_\_\_\_\_

\_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

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

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

Witness: \_\_\_\_\_

Witness: \_\_\_\_\_

**Monroe-Walton County Airport  
Monroe, Ga**

**Exhibit A  
SCOPE OF WORK**

**ENGINEERING DESIGN FOR A 8-UNIT T-HANGAR AT THE MONROE-  
WALTON COUNTY AIRPORT**

**PROJECT NO. TBD**

Barge Design Solutions Inc. (Barge) will provide civil site design and engineering services for a new 8-unit nested T-Hangar at the Monroe-Walton County Airport. Basis of design will be the existing T-Hangars.

The Engineering Design Services will consist of the preparation of construction drawings and specifications necessary to complete the projects as well as the necessary documents to advertise for bids, receive construction proposals, and award construction contract. The design services will include the following elements of work:

- **Element 1 - Project Development** shall include the preparation of the work scope, fee proposal, and scoping meeting with GDOT and the City of Monroe. Preparation and submission of a 7460 and CATEX is included in this phase.
- **Element 2 - Survey Work** – N/A (Completed during apron project survey).
- **Element 3 – Geotechnical Investigation** will consist of field borings to determine subgrade and soil suitability and characteristics (proposal from Geotech firm is attached).
- **Element 4 – Construction Plans** will provide the civil site preparation including site layout, grading, drainage, and pavement design. A performance specification will be utilized to outline the requirements of the T-Hangar.
  - **Anticipated sheet count** will consist of:
    1. Cover Sheet
    2. Project Layout Plan/General Notes/ etc.
    3. General Safety Plan and Safety Notes
    4. Existing Conditions / Demolition Plan
    5. Site Layout Plan / Dimensional Layout
    6. Typical Section
    7. Detail Sheet
    8. Marking Plan
    9. Grading & Erosion Control Plan & Details (2 Sheets)

- **Element 5 – Contract Documents** including the advertisement for bids, instructions to bidders, bid documents, contract documents, bid bond, performance bond, payment bond, and Federal Aviation Administration (FAA) and/or GDOT project specifications. This element shall include preparation of an engineering cost estimate for the project. The plans and project specifications will be a complete package, ready to bid.
- **Element 6 – Engineer’s Design Report – N/A**
- **Element 7 – DBE Plan - N/A**
- **Element 8 – Coordination, Review, and Comments** will be addressed after the 90 percent submittal to GDOT and to the City.

This project will be designed in accordance with the provisions of the Federal Aviation Administration (FAA) Advisory Circular 150/5300-13A, Change 1. All construction details will conform to the Georgia Department of Transportation Standard Specifications latest edition or FAA Specifications and/or details.

Deliverables will consist of a set of 90% Plans and Specifications to GDOT and the City for review and comment, and a set of Final Plans and Specifications to GDOT and the City for review and comment prior to the bidding phase. Electronic copies will also be furnished with the Final plan submission.

#### **Exclusions to the Contract**

- Engineer’s Design Report
- T-Hangar foundation design (will be supplied by the selected hangar manufacturer/Contractor)
- Electrical Design
- Plumbing Design
- Architectural Hangar Design
- Bidding Phase Services (can be added to the contract if requested)
- Construction Phase Services (can be added to contract if requested)



4589 Val North Drive  
Valdosta, GA 31602  
229.244.8619  
www.ttlusa.com

December 15, 2017

Barge Waggoner Sumner & Cannon, Inc.  
Attn.: Mr. Kody Walker, P.E.  
2047 West Main Street  
Dothan, Alabama 36301

**Re: *Proposal for Additional Geotechnical Services***  
Monroe-Walton Airport T-Hangar Addition  
Monroe, GA  
TTL Proposal No: P02020717056.00

Kody:

TTL, Inc. is pleased to provide this proposal for additional geotechnical engineering services for the above referenced project, performed in conjunction with TTL proposal No. P020717014.00. This proposal outlines our understanding of the project, our proposed scope of work and our fees for providing those services.

## **Project Information**

The site is located at the Monroe-Walton County Airport in Monroe, Georgia. As described in TTL proposal No. P020717014.00, the project consists of the construction of a new T-Hangar and an expansion of the existing apron. Based on our conversations and review of the proposed construction, TTL has recommended additional services be performed in order to evaluate the T-Hangar area. The scope of work outlined in this proposal pertains to the additional work to be performed for the proposed T-Hangar.

## **Proposed Scope of Services**

TTL proposes to perform the following services:

- Drill a total of one (1) soil test boring to a depth of 20' below finished grade. We have assumed that the site is accessible using a truck-mounted drill rig. Drilling of this boring is contingent on the scope outlined in TTL proposal No. P020717014.00 being performed simultaneously. We propose to move boring B-02 east into the proposed T-Hangar footprint; shift B-03 to the center of the proposed T-Hangar and add one (1) soil test boring to the east end of the proposed T-Hangar; for a total of three (3) borings performed in the T-Hangar footprint.
- Perform Standard Penetration tests (SPT) using a split spoon sampler at standard intervals in the boring to provide information on soil consistency and bearing capacity. We plan to

perform SPT testing at 2.5 feet intervals in the top 10 feet and at 5 feet intervals thereafter. Samples recovered from the SPT testing will be visually evaluated and classified by a TTL engineer. The data from the soil test borings will be used to provide information for site preparation. The boring will be backfilled with soil cuttings from the borehole.

- Include a description of our findings and recommendations for site preparation, a boring location plan, boring logs, and laboratory test results as part of our report described in TTL proposal No. P020717014.00.

We plan to contact the Utilities Protection Center (UPC) prior to drilling the site. Additionally, we request that the owner of the facility locate any known utilities in the area of our borings prior to drilling. Our scope of services does not include the use of a private utility locator or the investigation of environmental issues.

### Compensation

We propose to provide the scope of services described above for a lump sum fee of **\$400.00**. It should be noted that this lump sum fee is contingent on the work being performed while our drill rig is on site for the work proposed in TTL proposal No. P020717014.00. If conditions indicate that additional work is necessary, we will contact you and develop a mutually agreeable scope of work and fee prior to proceeding. Additional work required due to unusual/unsuitable conditions encountered will be charged in addition to the lump sum fee.

### CLOSURE

If this proposal meets with your approval, please sign and return a copy of the attached **Client Project Services Agreement**. We appreciate the opportunity to provide this proposal. Please call if you have any questions.

Sincerely,  
TTL, Inc.



Karl S. Elebash IV  
Staff Professional



Matthew L. Gaston, P.E.  
Principal Engineer

Enclosure: ASFE Information  
Client Project Services Agreement

## Important Information about This

# Geotechnical Engineering Proposal

Subsurface problems are a principal cause of construction delays, cost overruns, claims, and disputes.

While you cannot eliminate all such risks, you can manage them. The following information is provided to help.

### Participate in Development of the Subsurface Exploration Plan

Geotechnical engineering begins with the creation of an effective subsurface exploration plan. This proposal starts the process by presenting an initial plan. While that plan may consider the unique physical attributes of the site and the improvements you have in mind, it probably does not consider your unique goals, objectives, and risk management preferences. Subsurface exploration plans that are finalized without considering such factors presuppose that clients' needs are unimportant, or that all clients have the same needs. *Avoid the problems that can stem from such assumptions* by finalizing the plan and other scope elements directly with the geotechnical engineer you feel is best qualified for the project, along with the other project professionals whose plans are affected by the geotechnical engineer's findings and recommendations. If you have been told that this step is unnecessary; that client preferences do not influence the scope of geotechnical engineering service or that someone else can articulate your needs as well as you, you have been told wrong. No one else can discuss your geotechnical options better than an experienced geotechnical engineer, and no one else can provide the input you can. Thus, while you certainly are at liberty to accept a proposed scope "as is," recognize that it could be a unilateral scope developed without direct client/engineer discussion; that authorizing a unilateral scope will force the geotechnical engineer to accept all assumptions it contains; that assumptions create risk. *Manage your risk. Get involved.*

### Expect the Unexpected

The nature of geotechnical engineering is such that planning needs to *anticipate the unexpected*. During the design phase of a project, more or deeper borings may be required, additional tests may become necessary, or someone associated with your organization may request a service that was not included in the final scope. During the construction phase, additional services may be needed to respond quickly to unanticipated conditions. In the past, geotechnical engineers commonly did whatever was required to oblige their clients' representatives and safeguard their clients' interests, taking it on faith that their clients wanted them to do so. But some, evidently, did not, and refused to pay for legitimate extras on the ground that the engineer proceeded without proper authorization, or failed to submit notice in a timely manner, or failed to provide proper documentation. *What are your preferences? Who is permitted to authorize additional geotechnical services on your project? What type of documentation do you require? To whom should it be sent? When? How?* By addressing these and similar issues sooner rather than later, you and your geotechnical engineer will be prepared for the unexpected, to help prevent molehills from growing into mountains.

### Have Realistic Expectations; Apply Appropriate Preventives

The recommendations included in a geotechnical engineering report are *not final*, because they are based on opinions that can be verified only during construction. For that reason, most geotechnical engineering proposals offer the construction observation services that permit the geotechnical engineer of record to confirm that subsurface conditions are what they were expected to be, or to modify recommendations when actual conditions were not anticipated. *An offer to provide construction observation*

*is an offer to better manage your risk.* Clients who do not take advantage of such an offer; clients who retain a second firm to observe construction, can create a high-risk “Catch-22” situation for themselves. *The geotechnical engineer of record cannot assume responsibility or liability for a report’s recommendations when another firm performs the services needed to evaluate the recommendations’ adequacy.* The second firm is also likely to disavow liability for the recommendations, because of the substantial and possibly uninsurable risk of assuming responsibility for services it did not perform. Recognize, too, that no firm other than the geotechnical engineer of record can possibly have as intimate an understanding of your project’s geotechnical issues. As such, reliance on a second firm to perform construction observation can elevate risk still more, because its personnel may not have the wherewithal to recognize subtle, but sometimes critically important unanticipated conditions, or to respond to them in a manner consistent with your goals, objectives, and risk management preferences.

### **Realize That Geoenvironmental Issues Have Not Been Covered**

The equipment, techniques, and personnel used to perform a geoenvironmental study differ significantly from those used to perform a geotechnical study. *Geoenvironmental services are not being offered in this proposal. The report that results will not relate any geoenvironmental findings, conclusions, or recommendations.* Unanticipated environmental problems have led to numerous project failures. If you have not yet obtained your own geoenvironmental information, ask your geotechnical consultant for risk management guidance. *Do not rely on an environmental report prepared for someone else.*

### **Obtain Professional Assistance To Deal with Mold**

Diverse strategies can be applied during building design, construction, operation, and maintenance to prevent significant amounts of mold from growing on indoor surfaces. To be effective, all such strategies should be devised for the express purpose of mold prevention, integrated into a comprehensive plan, and executed with diligent oversight by a professional mold prevention consultant. Because just a small amount of water or moisture can lead to the development of severe mold infestations, a number of mold prevention strategies focus on keeping building surfaces dry. While groundwater, water infiltration, and similar issues may be addressed as part of the geotechnical engineering study described in this proposal, the geotechnical engineer who would lead this project ***is not*** a mold prevention consultant; ***none of the services being offered have been designed or proposed for the purpose of mold prevention.***

### **Have the Geotechnical Engineer Work with Other Design Professionals and Constructors**

Other design team members’ misinterpretation of a geotechnical engineering report has resulted in costly problems. Manage that risk by having your geotechnical engineer confer with appropriate members of the design team before finalizing the scope of geotechnical service (as suggested above), and, again, after submitting the report. *Also retain your geotechnical engineer to review pertinent elements of the design team members’ plans and specifications.*

Reduce the risk of unanticipated conditions claims that can occur when constructors misinterpret or misunderstand the purposes of a geotechnical engineering report. Use appropriate language in your contract documents. Retain your geotechnical engineer to participate in prebid and preconstruction conferences, and to perform construction observation.

### **Read Responsibility Provisions Closely**

Clients, design professionals, and constructors who do not recognize that geotechnical engineering is far less exact than other engineering disciplines can develop unrealistic expectations. Unrealistic expectations can lead to disappointments, claims, and disputes. To help reduce the risk of such outcomes, geotechnical engineers commonly include a variety of explanatory provisions in their proposals. Sometimes labeled “limitations,” many of these provisions indicate where geotechnical engineers’ responsibilities begin and end, to help others recognize their own responsibilities and risks, thus to encourage more effective scopes of service. *Read this proposal’s provisions closely.* Ask questions. Your geotechnical engineer should respond fully and frankly.

### **Rely on Your Geotechnical Engineer for Additional Assistance**

Membership in the Geoprofessional Business Association (GBA) exposes geotechnical engineers to a wide array of risk management techniques that can be of genuine benefit to everyone involved with a construction project. Confer with a GBA-member geotechnical engineer for more information. Confirm a firm’s membership in GBA by contacting GBA directly or at its website.



8811 Colesville Road/Suite G106, Silver Spring, MD 20910  
Telephone: 301/565-2733 Facsimile: 301/589-2017  
e-mail: [info@geoprofessional.org](mailto:info@geoprofessional.org) [www.geoprofessional.org](http://www.geoprofessional.org)

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## CLIENT PROJECT SERVICES AGREEMENT

Monroe-Walton Airport T-Hangar

TTL Proposal Number P0202717056.00

Page 1 of 2

This AGREEMENT is between ("Client") and TTL, Inc. ("Consultant") for Services to be provided by Consultant for Client on the project ("Project"), as described in the Project Information section of Consultant's Proposal dated December 15, 2017 ("Proposal") unless the Project is otherwise described in Exhibit A to this Agreement (which section or exhibit is incorporated into this Agreement).

**1. Scope of Services.** The scope of Consultant's services is described in the Scope of Services section of the Proposal ("Services"), unless Services are otherwise described in Exhibit B to this Agreement (which section or exhibit is incorporated into this Agreement). Portions of the Services may be subcontracted. Consultant's Services do not include the investigation or detection of, nor do recommendations in Consultant's reports address the presence or prevention of biological pollutants (e.g., mold, fungi, bacteria, viruses, or their byproducts) or occupant safety issues, such as vulnerability to natural disasters, terrorism, or violence, unless specifically addressed in Consultant's proposal or Exhibit B. Consultant's findings, opinions, and recommendations are based solely upon data and information obtained by and furnished to Consultant at the time of the Services.

**2. Acceptance/Termination.** Client agrees that execution of this Agreement is a material element of the consideration Consultant requires to execute the Services, and if Services are initiated by Consultant prior to execution of this Agreement as an accommodation for Client at Client's request, both parties shall consider that commencement of Services constitutes formal acceptance of all terms and conditions of this Agreement. Additional terms and conditions may be added or changed only by written amendment to this Agreement signed by both parties. In the event Client uses a purchase order or other form to administer this Agreement, the use of such form shall be for convenience purposes only and any additional or conflicting terms it contains are stricken. This Agreement shall not be assigned by either party without prior written consent of the other party. Either party may terminate this Agreement or the Services upon written notice to the other. In such case, Consultant shall be paid costs incurred and fees earned to the date of termination plus reasonable costs of closing the project.

**3. Change Orders.** Client may request changes to the Scope of Services by altering or adding to the Services to be performed. If Client so requests, Consultant will return to Client a statement (or supplemental proposal) of the change setting forth an adjustment to the Services and fees for the requested changes. Following Client's review, Client shall provide written acceptance. If Client does not follow these procedures, but instead directs, authorizes, or permits Consultant to perform changed or additional work, the Services are changed accordingly and Consultant will be paid for this work according to the fees stated or its current fee schedule. If project conditions change materially from those observed at the site or described to Consultant at the time of proposal, Consultant is entitled to a change order equitably adjusting its Services and fee.

**4. Compensation and Terms of Payment.** Client shall pay compensation for the Services performed at the fees stated in the Compensation section of the Proposal unless fees are otherwise stated in Exhibit C to this Agreement (which section or exhibit is incorporated into this Agreement). If not stated in either, fees will be according to Consultant's current fee schedule. Fee schedules are valid for the calendar year in which they are issued. Consultant may invoice Client at least monthly and payment is due upon receipt of invoice. Client shall notify Consultant in writing, at the address on Page 2, within 15 days of the date of the invoice if Client objects to any portion of the charges on the invoice, and shall promptly pay the undisputed portion. Client shall pay a finance fee of 1.5% per month, but not exceeding the maximum rate allowed by law, for all unpaid amounts 30 days or older. Client agrees to pay all collection-related costs that Consultant incurs, including attorney's fees. Consultant may suspend or terminate Services for lack of timely payment without liability to Client in connection with such suspension or termination.

**5. Third Party Reliance.** This Agreement and the Services provided are for Consultant and Client's sole benefit and exclusive use with no third party beneficiaries made or intended. Reliance upon the Services and any work product is limited to Client, and is not permitted as to third parties. For a limited time period, not to exceed three months from the date of the report, Consultant will issue additional reports to others agreed upon with Client, however Client understands that such reports will be strictly for informational purposes only and not for reliance and that reliance by any third party will not be granted until those third parties sign and return Consultant's reliance agreement and Consultant receives the agreed-upon reliance fee. Client also acknowledges that such third party disclosures for reliance could create an issue of conflict of interest for Consultant and Client hereby waives any and all claims of conflict of interest as Consultant, Consultant's employees or sub-consultants or subcontractors as to any disclosure to a third party for informational or reliance purposes.

**6. LIMITATION OF LIABILITY. CLIENT AND CONSULTANT HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING CONSULTANT'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE ASSOCIATED RISKS. TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL MAXIMUM AGGREGATE LIABILITY OF CONSULTANT (AND ITS RELATED CORPORATIONS AND CONSULTANT'S SUBCONSULTANTS AND SUBCONTRACTORS AND THE OFFICERS, DIRECTORS, MANAGERS, MEMBERS, SHAREHOLDERS, AGENTS, REPRESENTATIVES AND EMPLOYEES OF ALL OF THE FOREGOING) TO CLIENT AND THIRD PARTIES GRANTED RELIANCE IS LIMITED TO THE GREATER OF \$50,000 OR CONSULTANT'S FEE, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF CONSULTANT'S SERVICES OR THIS AGREEMENT. UPON WRITTEN REQUEST FROM CLIENT, CONSULTANT MAY NEGOTIATE A HIGHER LIMITATION FOR ADDITIONAL CONSIDERATION. THIS LIMITATION SHALL APPLY REGARDLESS OF AVAILABLE INSURANCE COVERAGE, CAUSE(S) OR THE THEORY OF LIABILITY, INCLUDING NEGLIGENCE, INDEMNITY, STATUTORY, CONTRACTUAL OR EQUITABLE CONTRIBUTION OR INDEMNITY OBLIGATION OR ANY OTHER THEORY OF RECOVERY. THIS LIMITATION SHALL NOT APPLY TO THE EXTENT THE DAMAGE IS PAID UNDER CONSULTANT'S COMMERCIAL GENERAL LIABILITY POLICY.**

**7. Indemnity/Statute of Limitations.** Consultant and Client shall indemnify and hold harmless the other and their respective employees from and against legal liability for claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are legally determined to be caused by their negligent acts, errors, or omissions. In the event such claims, losses, damages, or expenses are legally determined to be caused by the joint or concurrent negligence of Consultant and Client, they shall be borne by each party in proportion to its own negligence under comparative fault principles. Neither party shall have a duty to defend the other party, and **no duty to defend is hereby created by this indemnity provision** and such duty is **explicitly waived** under this Agreement. Causes of action arising out of Consultant's services or this Agreement regardless of cause(s) or the theory of liability, including negligence, indemnity or other recovery shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of Consultant's substantial completion of services on the project.

**8. Warranty.** Consultant will perform the Services in a manner consistent with that level of care and skill ordinarily exercised by members of the Consultant's profession currently practicing under similar conditions in the same locale. **CONSULTANT MAKES NO WARRANTIES OR GUARANTEES, EXPRESS OR IMPLIED, RELATING TO CONSULTANT'S SERVICES AND CONSULTANT EXPRESSLY AND FULLY DISCLAIMS ANY AND ALL IMPLIED WARRANTIES OR WARRANTIES IMPOSED BY LAW, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.**

**9. Insurance.** Consultant represents that it now carries, and will continue to carry: (i) workers' compensation insurance in accordance with the laws of the states having jurisdiction over Consultant's employees who are engaged in the Services, and employer's liability insurance (\$1,000,000); (ii) commercial general liability insurance (\$1,000,000 occurrence / \$2,000,000 aggregate); (iii) automobile liability insurance (\$1,000,000 Bodily Injury and Property Damage combined single limit); and (iv) professional liability insurance (\$1,000,000 claim / aggregate). Certificates of insurance will be provided upon request. Client and Consultant shall waive subrogation against the other party on all general liability and property coverage.

**10. CONSEQUENTIAL DAMAGES. NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR LOSS OF PROFITS OR REVENUE; LOSS OF USE OR OPPORTUNITY; LOSS OF GOOD WILL; COST OF SUBSTITUTE FACILITIES, GOODS, OR SERVICES; COST OF CAPITAL; OR FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, PUNITIVE, OR EXEMPLARY DAMAGES.**

**11. Dispute Resolution.** Client shall not be entitled to assert a Claim against Consultant based on any theory of professional negligence unless and until Client has obtained the written opinion of a registered, independent, and reputable engineer, or geologist licensed in the jurisdiction in which the work in question was performed that Consultant has violated the standard of care applicable to Consultant's performance of the Services. Client shall provide this opinion to Consultant and the parties shall endeavor to resolve the dispute within 30 days, after which Client may pursue its remedies at law. This Agreement shall be governed by and construed according to Alabama law.

# CLIENT PROJECT SERVICES AGREEMENT

Monroe-Walton Airport T-Hangar

TTL Proposal Number P0202717056.00

Page 2 of 2

**12. Subsurface Explorations.** Subsurface conditions throughout the site may vary from those depicted on logs of discrete borings, test pits, or other exploratory services. Client understands Consultant's layout of boring and test locations is approximate and that Consultant may deviate a reasonable distance from those locations. Consultant will take reasonable precautions to reduce damage to the site when performing Services; however, Client accepts that invasive services such as drilling or sampling may damage or alter the site. Site restoration is not provided unless specifically included in the Services and Client assumes responsibility for site restoration.

**13. Testing and Observations.** Client understands that testing and observation are discrete sampling procedures, and that such procedures indicate conditions only at the depths, locations, and times the procedures were performed. Consultant will provide test results and opinions based on tests and field observations only for the work tested. Client understands that testing and observation are not continuous or exhaustive, and are conducted to reduce - not eliminate - project risk. Client agrees to the level or amount of testing performed and the associated risk. Client is responsible (even if delegated to contractor) for requesting services, and notifying and scheduling Consultant so Consultant can perform these Services. Consultant is not responsible for damages caused by services not performed due to a failure to request or schedule Consultant's services. Consultant shall not be responsible for the quality and completeness of Client's contractor's work or Client's contractor's adherence to the project documents, and Consultant's performance of testing and observation services shall not relieve Client's contractor in any way from Client's contractor's responsibility for defects discovered in Client's contractor's work, or create a warranty or guarantee from Consultant of any nature. Consultant will not supervise or direct the work performed by Client's contractor or Client's contractor's subcontractors at any tier and is not responsible for their means and methods.

**14. Sample Disposition, Affected Materials, and Indemnity.** Samples are consumed in testing or disposed of upon completion of tests (unless stated otherwise in the Services). Client shall furnish or cause to be furnished to Consultant all documents and information known or available to Client that relate to the identity, location, quantity, nature, or characteristic of any hazardous waste, biohazard, toxic, radioactive, or contaminated materials ("Affected Materials") at or near the site, and shall immediately transmit new, updated, or revised information as it becomes available. Client agrees that Consultant is not responsible for the disposition of Affected Material unless specifically provided in the Scope of Services submitted by Consultant, and that Client is responsible for directing such disposition. In the event that test samples obtained during the performance of Services (i) contain substances hazardous to health, safety, or the environment, or (ii) equipment used during the Services cannot reasonably be decontaminated, Client shall sign documentation (if necessary) required to ensure the equipment and/or samples are transported and disposed of properly, and agrees to pay Consultant the fair market value of this equipment and all reasonable disposal costs. In no event shall Consultant be required to sign a hazardous waste manifest or take title to any Affected Materials. Client shall have the obligation to make all spill or release notifications to appropriate governmental agencies. The Client agrees that Consultant neither created nor contributed to the creation or existence of any Affected Materials conditions at the site. Accordingly, Client waives any claim against Consultant and agrees to indemnify and save Consultant, Consultant's related companies, Consultant's subconsultants or subcontractors, and the agents, representatives, officers, directors, members, managers and shareholders of all of the foregoing harmless from any claim, liability or defense cost, including attorney and expert fees, for injury or loss sustained by any person or entity from such exposures allegedly arising out of Consultant's non-negligent performance of services hereunder, or for any claims against Consultant as a generator, disposer, or arranger of Affected Materials under federal, state, or local law or ordinance.

**15. Documents.** Work product, such as reports, logs, data, notes, photographs, or calculations, prepared by Consultant shall remain Consultant's property. Proprietary concepts, systems, and ideas developed during performance of the Services shall remain the sole property of Consultant. Files shall be maintained in general accordance with Consultant's document retention policies and practices. Upon Client's request, Consultant's work product may be provided via electronic media. By such request, Client agrees that the written copy retained by Consultant in its files shall be the official base document. Consultant makes no warranty or representation to Client that the magnetic copy is accurate or complete, but will correct in good faith any omissions or errors brought to Consultant's attention by Client. Any modifications of such electronic copy by Client or others shall be at Client's risk and without liability to Consultant. Such magnetic copy is subject to all other conditions of this Agreement. Documents, reports, tests, information and communications from Consultant to Client or Client's designees are to be used only relating to the specific project/site to which they relate and may not be re-used for other projects or sites without express written consent from Consultant; any unauthorized re-use is at Client's or the recipient's sole and exclusive risk and is without liability as to Consultant, its related companies, its subconsultants or subcontractors, or the officers, directors, employees, agents, representatives, members, managers or shareholders of all of the foregoing. Consultant may rely upon information provided to Consultant by or on behalf of Client or third parties without any duty to independently verify the accuracy or completeness or currency of same, and Consultant shall have no liability to Client arising from any deficiency of such information.

**16. Utilities.** Client shall provide the location and/or arrange for the marking of private utilities and subterranean structures. Consultant shall take reasonable precautions to avoid damage or injury to subterranean structures or utilities. Consultant shall not be responsible for damage to (or claims arising out of damage to) subterranean structures or utilities that are not called to Consultant's attention or are not correctly marked, including being marked by a utility location service, or are incorrectly shown on the plans furnished to Consultant.

**17. Site Access and Safety.** Client shall secure all necessary site related approvals, permits, licenses, and consents necessary to commence and complete the Services and will execute any necessary site access agreement. Consultant will be responsible for supervision and site safety measures for its own employees, but shall not be responsible for the supervision or health and safety precautions for any other parties, including Client, Client's contractors and subcontractors, or other parties present at the site.

**18. Unforeseen Circumstances.** It is possible that unforeseen conditions or occurrences may be encountered at the site which could substantially alter the necessary services or the risks involved in completing Consultant's services. If this occurs, Consultant will promptly notify and consult with Client, but will act based on Consultant's sole judgment where risk to Consultant's personnel, the public or where professional duties to disclose hazards or conditions are involved. Possible actions could include: **(A.)** Complete the original Scope of Services in accordance with the procedures originally intended in Consultant's Proposal, if practicable in Consultant's judgment; **(B.)** Agree with Client to modify the Scope of Services and the estimate of charges to include assessment of the unforeseen conditions or occurrences, with such revision agreed to in writing; **(C.)** Terminate the services effective on the date specified by Consultant in writing; **(D.)** Disclose information to regulators or government authorities when required by statute or professional canons of ethics.

**19. Survival.** All provisions of this Agreement for indemnity or allocation of responsibility or liability between Client and Consultant shall survive the completion of the services and the termination of this Agreement.

**20. Severability.** In the event that any provision of this Agreement is found to be unenforceable under law, the remaining provisions shall continue in full force and effect.

## CLIENT

Firm name: \_\_\_\_\_  
Authorized by: \_\_\_\_\_ Date: \_\_\_\_\_  
Print name: \_\_\_\_\_ Title: \_\_\_\_\_  
Address: \_\_\_\_\_ Telephone no.: \_\_\_\_\_  
City and state: \_\_\_\_\_ Zip: \_\_\_\_\_ Fax no.: \_\_\_\_\_  
E-mail address: \_\_\_\_\_ Cell no.: \_\_\_\_\_

## CONSULTANT

Firm name: TTL, Inc.  
Firm address for notifications: 4589 Val North Drive, Valdosta, GA 31602 229-244-8619  
TTL approval by: \_\_\_\_\_ Date: \_\_\_\_\_  
Print name: \_\_\_\_\_ Title: \_\_\_\_\_



4589 Val North Drive  
Valdosta, GA 31602  
229.244.8619  
www.ttlusa.com

December 15, 2017

Barge Waggoner Sumner & Cannon, Inc.  
Attn.: Mr. Kody Walker, P.E.  
2047 West Main Street  
Dothan, Alabama 36301

**Re: *Proposal for Additional Geotechnical Services***  
Monroe-Walton Airport T-Hangar Addition  
Monroe, GA  
TTL Proposal No: P02020717056.00

Kody:

TTL, Inc. is pleased to provide this proposal for additional geotechnical engineering services for the above referenced project, performed in conjunction with TTL proposal No. P020717014.00. This proposal outlines our understanding of the project, our proposed scope of work and our fees for providing those services.

## **Project Information**

The site is located at the Monroe-Walton County Airport in Monroe, Georgia. As described in TTL proposal No. P020717014.00, the project consists of the construction of a new T-Hangar and an expansion of the existing apron. Based on our conversations and review of the proposed construction, TTL has recommended additional services be performed in order to evaluate the T-Hangar area. The scope of work outlined in this proposal pertains to the additional work to be performed for the proposed T-Hangar.

## **Proposed Scope of Services**

TTL proposes to perform the following services:

- Drill a total of one (1) soil test boring to a depth of 20' below finished grade. We have assumed that the site is accessible using a truck-mounted drill rig. Drilling of this boring is contingent on the scope outlined in TTL proposal No. P020717014.00 being performed simultaneously. We propose to move boring B-02 east into the proposed T-Hangar footprint; shift B-03 to the center of the proposed T-Hangar and add one (1) soil test boring to the east end of the proposed T-Hangar; for a total of three (3) borings performed in the T-Hangar footprint.
- Perform Standard Penetration tests (SPT) using a split spoon sampler at standard intervals in the boring to provide information on soil consistency and bearing capacity. We plan to

perform SPT testing at 2.5 feet intervals in the top 10 feet and at 5 feet intervals thereafter. Samples recovered from the SPT testing will be visually evaluated and classified by a TTL engineer. The data from the soil test borings will be used to provide information for site preparation. The boring will be backfilled with soil cuttings from the borehole.

- Include a description of our findings and recommendations for site preparation, a boring location plan, boring logs, and laboratory test results as part of our report described in TTL proposal No. P020717014.00.

We plan to contact the Utilities Protection Center (UPC) prior to drilling the site. Additionally, we request that the owner of the facility locate any known utilities in the area of our borings prior to drilling. Our scope of services does not include the use of a private utility locator or the investigation of environmental issues.

### Compensation

We propose to provide the scope of services described above for a lump sum fee of **\$400.00**. It should be noted that this lump sum fee is contingent on the work being performed while our drill rig is on site for the work proposed in TTL proposal No. P020717014.00. If conditions indicate that additional work is necessary, we will contact you and develop a mutually agreeable scope of work and fee prior to proceeding. Additional work required due to unusual/unsuitable conditions encountered will be charged in addition to the lump sum fee.

### CLOSURE

If this proposal meets with your approval, please sign and return a copy of the attached **Client Project Services Agreement**. We appreciate the opportunity to provide this proposal. Please call if you have any questions.

Sincerely,  
TTL, Inc.



Karl S. Elebash IV  
Staff Professional



Matthew L. Gaston, P.E.  
Principal Engineer

Enclosure: ASFE Information  
Client Project Services Agreement

## Important Information about This

# Geotechnical Engineering Proposal

Subsurface problems are a principal cause of construction delays, cost overruns, claims, and disputes.

While you cannot eliminate all such risks, you can manage them. The following information is provided to help.

### Participate in Development of the Subsurface Exploration Plan

Geotechnical engineering begins with the creation of an effective subsurface exploration plan. This proposal starts the process by presenting an initial plan. While that plan may consider the unique physical attributes of the site and the improvements you have in mind, it probably does not consider your unique goals, objectives, and risk management preferences. Subsurface exploration plans that are finalized without considering such factors presuppose that clients' needs are unimportant, or that all clients have the same needs. *Avoid the problems that can stem from such assumptions* by finalizing the plan and other scope elements directly with the geotechnical engineer you feel is best qualified for the project, along with the other project professionals whose plans are affected by the geotechnical engineer's findings and recommendations. If you have been told that this step is unnecessary; that client preferences do not influence the scope of geotechnical engineering service or that someone else can articulate your needs as well as you, you have been told wrong. No one else can discuss your geotechnical options better than an experienced geotechnical engineer, and no one else can provide the input you can. Thus, while you certainly are at liberty to accept a proposed scope "as is," recognize that it could be a unilateral scope developed without direct client/engineer discussion; that authorizing a unilateral scope will force the geotechnical engineer to accept all assumptions it contains; that assumptions create risk. *Manage your risk. Get involved.*

### Expect the Unexpected

The nature of geotechnical engineering is such that planning needs to *anticipate the unexpected*. During the design phase of a project, more or deeper borings may be required, additional tests may become necessary, or someone associated with your organization may request a service that was not included in the final scope. During the construction phase, additional services may be needed to respond quickly to unanticipated conditions. In the past, geotechnical engineers commonly did whatever was required to oblige their clients' representatives and safeguard their clients' interests, taking it on faith that their clients wanted them to do so. But some, evidently, did not, and refused to pay for legitimate extras on the ground that the engineer proceeded without proper authorization, or failed to submit notice in a timely manner, or failed to provide proper documentation. *What are your preferences? Who is permitted to authorize additional geotechnical services on your project? What type of documentation do you require? To whom should it be sent? When? How?* By addressing these and similar issues sooner rather than later, you and your geotechnical engineer will be prepared for the unexpected, to help prevent molehills from growing into mountains.

### Have Realistic Expectations; Apply Appropriate Preventives

The recommendations included in a geotechnical engineering report are *not final*, because they are based on opinions that can be verified only during construction. For that reason, most geotechnical engineering proposals offer the construction observation services that permit the geotechnical engineer of record to confirm that subsurface conditions are what they were expected to be, or to modify recommendations when actual conditions were not anticipated. *An offer to provide construction observation*

*is an offer to better manage your risk.* Clients who do not take advantage of such an offer; clients who retain a second firm to observe construction, can create a high-risk “Catch-22” situation for themselves. *The geotechnical engineer of record cannot assume responsibility or liability for a report’s recommendations when another firm performs the services needed to evaluate the recommendations’ adequacy.* The second firm is also likely to disavow liability for the recommendations, because of the substantial and possibly uninsurable risk of assuming responsibility for services it did not perform. Recognize, too, that no firm other than the geotechnical engineer of record can possibly have as intimate an understanding of your project’s geotechnical issues. As such, reliance on a second firm to perform construction observation can elevate risk still more, because its personnel may not have the wherewithal to recognize subtle, but sometimes critically important unanticipated conditions, or to respond to them in a manner consistent with your goals, objectives, and risk management preferences.

### **Realize That Geoenvironmental Issues Have Not Been Covered**

The equipment, techniques, and personnel used to perform a geoenvironmental study differ significantly from those used to perform a geotechnical study. *Geoenvironmental services are not being offered in this proposal. The report that results will not relate any geoenvironmental findings, conclusions, or recommendations.* Unanticipated environmental problems have led to numerous project failures. If you have not yet obtained your own geoenvironmental information, ask your geotechnical consultant for risk management guidance. *Do not rely on an environmental report prepared for someone else.*

### **Obtain Professional Assistance To Deal with Mold**

Diverse strategies can be applied during building design, construction, operation, and maintenance to prevent significant amounts of mold from growing on indoor surfaces. To be effective, all such strategies should be devised for the express purpose of mold prevention, integrated into a comprehensive plan, and executed with diligent oversight by a professional mold prevention consultant. Because just a small amount of water or moisture can lead to the development of severe mold infestations, a number of mold prevention strategies focus on keeping building surfaces dry. While groundwater, water infiltration, and similar issues may be addressed as part of the geotechnical engineering study described in this proposal, the geotechnical engineer who would lead this project ***is not*** a mold prevention consultant; ***none of the services being offered have been designed or proposed for the purpose of mold prevention.***

### **Have the Geotechnical Engineer Work with Other Design Professionals and Constructors**

Other design team members’ misinterpretation of a geotechnical engineering report has resulted in costly problems. Manage that risk by having your geotechnical engineer confer with appropriate members of the design team before finalizing the scope of geotechnical service (as suggested above), and, again, after submitting the report. *Also retain your geotechnical engineer to review pertinent elements of the design team members’ plans and specifications.*

Reduce the risk of unanticipated conditions claims that can occur when constructors misinterpret or misunderstand the purposes of a geotechnical engineering report. Use appropriate language in your contract documents. Retain your geotechnical engineer to participate in prebid and preconstruction conferences, and to perform construction observation.

### **Read Responsibility Provisions Closely**

Clients, design professionals, and constructors who do not recognize that geotechnical engineering is far less exact than other engineering disciplines can develop unrealistic expectations. Unrealistic expectations can lead to disappointments, claims, and disputes. To help reduce the risk of such outcomes, geotechnical engineers commonly include a variety of explanatory provisions in their proposals. Sometimes labeled “limitations,” many of these provisions indicate where geotechnical engineers’ responsibilities begin and end, to help others recognize their own responsibilities and risks, thus to encourage more effective scopes of service. *Read this proposal’s provisions closely.* Ask questions. Your geotechnical engineer should respond fully and frankly.

### **Rely on Your Geotechnical Engineer for Additional Assistance**

Membership in the Geoprofessional Business Association (GBA) exposes geotechnical engineers to a wide array of risk management techniques that can be of genuine benefit to everyone involved with a construction project. Confer with a GBA-member geotechnical engineer for more information. Confirm a firm’s membership in GBA by contacting GBA directly or at its website.



8811 Colesville Road/Suite G106, Silver Spring, MD 20910  
Telephone: 301/565-2733 Facsimile: 301/589-2017  
e-mail: [info@geoprofessional.org](mailto:info@geoprofessional.org) [www.geoprofessional.org](http://www.geoprofessional.org)

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## CLIENT PROJECT SERVICES AGREEMENT

Monroe-Walton Airport T-Hangar

TTL Proposal Number P0202717056.00

Page 1 of 2

This AGREEMENT is between ("Client") and TTL, Inc. ("Consultant") for Services to be provided by Consultant for Client on the project ("Project"), as described in the Project Information section of Consultant's Proposal dated December 15, 2017 ("Proposal") unless the Project is otherwise described in Exhibit A to this Agreement (which section or exhibit is incorporated into this Agreement).

**1. Scope of Services.** The scope of Consultant's services is described in the Scope of Services section of the Proposal ("Services"), unless Services are otherwise described in Exhibit B to this Agreement (which section or exhibit is incorporated into this Agreement). Portions of the Services may be subcontracted. Consultant's Services do not include the investigation or detection of, nor do recommendations in Consultant's reports address the presence or prevention of biological pollutants (e.g., mold, fungi, bacteria, viruses, or their byproducts) or occupant safety issues, such as vulnerability to natural disasters, terrorism, or violence, unless specifically addressed in Consultant's proposal or Exhibit B. Consultant's findings, opinions, and recommendations are based solely upon data and information obtained by and furnished to Consultant at the time of the Services.

**2. Acceptance/Termination.** Client agrees that execution of this Agreement is a material element of the consideration Consultant requires to execute the Services, and if Services are initiated by Consultant prior to execution of this Agreement as an accommodation for Client at Client's request, both parties shall consider that commencement of Services constitutes formal acceptance of all terms and conditions of this Agreement. Additional terms and conditions may be added or changed only by written amendment to this Agreement signed by both parties. In the event Client uses a purchase order or other form to administer this Agreement, the use of such form shall be for convenience purposes only and any additional or conflicting terms it contains are stricken. This Agreement shall not be assigned by either party without prior written consent of the other party. Either party may terminate this Agreement or the Services upon written notice to the other. In such case, Consultant shall be paid costs incurred and fees earned to the date of termination plus reasonable costs of closing the project.

**3. Change Orders.** Client may request changes to the Scope of Services by altering or adding to the Services to be performed. If Client so requests, Consultant will return to Client a statement (or supplemental proposal) of the change setting forth an adjustment to the Services and fees for the requested changes. Following Client's review, Client shall provide written acceptance. If Client does not follow these procedures, but instead directs, authorizes, or permits Consultant to perform changed or additional work, the Services are changed accordingly and Consultant will be paid for this work according to the fees stated or its current fee schedule. If project conditions change materially from those observed at the site or described to Consultant at the time of proposal, Consultant is entitled to a change order equitably adjusting its Services and fee.

**4. Compensation and Terms of Payment.** Client shall pay compensation for the Services performed at the fees stated in the Compensation section of the Proposal unless fees are otherwise stated in Exhibit C to this Agreement (which section or exhibit is incorporated into this Agreement). If not stated in either, fees will be according to Consultant's current fee schedule. Fee schedules are valid for the calendar year in which they are issued. Consultant may invoice Client at least monthly and payment is due upon receipt of invoice. Client shall notify Consultant in writing, at the address on Page 2, within 15 days of the date of the invoice if Client objects to any portion of the charges on the invoice, and shall promptly pay the undisputed portion. Client shall pay a finance fee of 1.5% per month, but not exceeding the maximum rate allowed by law, for all unpaid amounts 30 days or older. Client agrees to pay all collection-related costs that Consultant incurs, including attorney's fees. Consultant may suspend or terminate Services for lack of timely payment without liability to Client in connection with such suspension or termination.

**5. Third Party Reliance.** This Agreement and the Services provided are for Consultant and Client's sole benefit and exclusive use with no third party beneficiaries made or intended. Reliance upon the Services and any work product is limited to Client, and is not permitted as to third parties. For a limited time period, not to exceed three months from the date of the report, Consultant will issue additional reports to others agreed upon with Client, however Client understands that such reports will be strictly for informational purposes only and not for reliance and that reliance by any third party will not be granted until those third parties sign and return Consultant's reliance agreement and Consultant receives the agreed-upon reliance fee. Client also acknowledges that such third party disclosures for reliance could create an issue of conflict of interest for Consultant and Client hereby waives any and all claims of conflict of interest as Consultant, Consultant's employees or sub-consultants or subcontractors as to any disclosure to a third party for informational or reliance purposes.

**6. LIMITATION OF LIABILITY. CLIENT AND CONSULTANT HAVE EVALUATED THE RISKS AND REWARDS ASSOCIATED WITH THIS PROJECT, INCLUDING CONSULTANT'S FEE RELATIVE TO THE RISKS ASSUMED, AND AGREE TO ALLOCATE CERTAIN OF THE ASSOCIATED RISKS. TO THE FULLEST EXTENT PERMITTED BY LAW, THE TOTAL MAXIMUM AGGREGATE LIABILITY OF CONSULTANT (AND ITS RELATED CORPORATIONS AND CONSULTANT'S SUBCONSULTANTS AND SUBCONTRACTORS AND THE OFFICERS, DIRECTORS, MANAGERS, MEMBERS, SHAREHOLDERS, AGENTS, REPRESENTATIVES AND EMPLOYEES OF ALL OF THE FOREGOING) TO CLIENT AND THIRD PARTIES GRANTED RELIANCE IS LIMITED TO THE GREATER OF \$50,000 OR CONSULTANT'S FEE, FOR ANY AND ALL INJURIES, DAMAGES, CLAIMS, LOSSES, OR EXPENSES (INCLUDING ATTORNEY AND EXPERT FEES) ARISING OUT OF CONSULTANT'S SERVICES OR THIS AGREEMENT. UPON WRITTEN REQUEST FROM CLIENT, CONSULTANT MAY NEGOTIATE A HIGHER LIMITATION FOR ADDITIONAL CONSIDERATION. THIS LIMITATION SHALL APPLY REGARDLESS OF AVAILABLE INSURANCE COVERAGE, CAUSE(S) OR THE THEORY OF LIABILITY, INCLUDING NEGLIGENCE, INDEMNITY, STATUTORY, CONTRACTUAL OR EQUITABLE CONTRIBUTION OR INDEMNITY OBLIGATION OR ANY OTHER THEORY OF RECOVERY. THIS LIMITATION SHALL NOT APPLY TO THE EXTENT THE DAMAGE IS PAID UNDER CONSULTANT'S COMMERCIAL GENERAL LIABILITY POLICY.**

**7. Indemnity/Statute of Limitations.** Consultant and Client shall indemnify and hold harmless the other and their respective employees from and against legal liability for claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are legally determined to be caused by their negligent acts, errors, or omissions. In the event such claims, losses, damages, or expenses are legally determined to be caused by the joint or concurrent negligence of Consultant and Client, they shall be borne by each party in proportion to its own negligence under comparative fault principles. Neither party shall have a duty to defend the other party, and **no duty to defend is hereby created by this indemnity provision** and such duty is **explicitly waived** under this Agreement. Causes of action arising out of Consultant's services or this Agreement regardless of cause(s) or the theory of liability, including negligence, indemnity or other recovery shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of Consultant's substantial completion of services on the project.

**8. Warranty.** Consultant will perform the Services in a manner consistent with that level of care and skill ordinarily exercised by members of the Consultant's profession currently practicing under similar conditions in the same locale. **CONSULTANT MAKES NO WARRANTIES OR GUARANTEES, EXPRESS OR IMPLIED, RELATING TO CONSULTANT'S SERVICES AND CONSULTANT EXPRESSLY AND FULLY DISCLAIMS ANY AND ALL IMPLIED WARRANTIES OR WARRANTIES IMPOSED BY LAW, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.**

**9. Insurance.** Consultant represents that it now carries, and will continue to carry: (i) workers' compensation insurance in accordance with the laws of the states having jurisdiction over Consultant's employees who are engaged in the Services, and employer's liability insurance (\$1,000,000); (ii) commercial general liability insurance (\$1,000,000 occurrence / \$2,000,000 aggregate); (iii) automobile liability insurance (\$1,000,000 Bodily Injury and Property Damage combined single limit); and (iv) professional liability insurance (\$1,000,000 claim / aggregate). Certificates of insurance will be provided upon request. Client and Consultant shall waive subrogation against the other party on all general liability and property coverage.

**10. CONSEQUENTIAL DAMAGES. NEITHER PARTY SHALL BE LIABLE TO THE OTHER FOR LOSS OF PROFITS OR REVENUE; LOSS OF USE OR OPPORTUNITY; LOSS OF GOOD WILL; COST OF SUBSTITUTE FACILITIES, GOODS, OR SERVICES; COST OF CAPITAL; OR FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, PUNITIVE, OR EXEMPLARY DAMAGES.**

**11. Dispute Resolution.** Client shall not be entitled to assert a Claim against Consultant based on any theory of professional negligence unless and until Client has obtained the written opinion of a registered, independent, and reputable engineer, or geologist licensed in the jurisdiction in which the work in question was performed that Consultant has violated the standard of care applicable to Consultant's performance of the Services. Client shall provide this opinion to Consultant and the parties shall endeavor to resolve the dispute within 30 days, after which Client may pursue its remedies at law. This Agreement shall be governed by and construed according to Alabama law.

# CLIENT PROJECT SERVICES AGREEMENT

Monroe-Walton Airport T-Hangar

TTL Proposal Number P0202717056.00

Page 2 of 2

**12. Subsurface Explorations.** Subsurface conditions throughout the site may vary from those depicted on logs of discrete borings, test pits, or other exploratory services. Client understands Consultant's layout of boring and test locations is approximate and that Consultant may deviate a reasonable distance from those locations. Consultant will take reasonable precautions to reduce damage to the site when performing Services; however, Client accepts that invasive services such as drilling or sampling may damage or alter the site. Site restoration is not provided unless specifically included in the Services and Client assumes responsibility for site restoration.

**13. Testing and Observations.** Client understands that testing and observation are discrete sampling procedures, and that such procedures indicate conditions only at the depths, locations, and times the procedures were performed. Consultant will provide test results and opinions based on tests and field observations only for the work tested. Client understands that testing and observation are not continuous or exhaustive, and are conducted to reduce - not eliminate - project risk. Client agrees to the level or amount of testing performed and the associated risk. Client is responsible (even if delegated to contractor) for requesting services, and notifying and scheduling Consultant so Consultant can perform these Services. Consultant is not responsible for damages caused by services not performed due to a failure to request or schedule Consultant's services. Consultant shall not be responsible for the quality and completeness of Client's contractor's work or Client's contractor's adherence to the project documents, and Consultant's performance of testing and observation services shall not relieve Client's contractor in any way from Client's contractor's responsibility for defects discovered in Client's contractor's work, or create a warranty or guarantee from Consultant of any nature. Consultant will not supervise or direct the work performed by Client's contractor or Client's contractor's subcontractors at any tier and is not responsible for their means and methods.

**14. Sample Disposition, Affected Materials, and Indemnity.** Samples are consumed in testing or disposed of upon completion of tests (unless stated otherwise in the Services). Client shall furnish or cause to be furnished to Consultant all documents and information known or available to Client that relate to the identity, location, quantity, nature, or characteristic of any hazardous waste, biohazard, toxic, radioactive, or contaminated materials ("Affected Materials") at or near the site, and shall immediately transmit new, updated, or revised information as it becomes available. Client agrees that Consultant is not responsible for the disposition of Affected Material unless specifically provided in the Scope of Services submitted by Consultant, and that Client is responsible for directing such disposition. In the event that test samples obtained during the performance of Services (i) contain substances hazardous to health, safety, or the environment, or (ii) equipment used during the Services cannot reasonably be decontaminated, Client shall sign documentation (if necessary) required to ensure the equipment and/or samples are transported and disposed of properly, and agrees to pay Consultant the fair market value of this equipment and all reasonable disposal costs. In no event shall Consultant be required to sign a hazardous waste manifest or take title to any Affected Materials. Client shall have the obligation to make all spill or release notifications to appropriate governmental agencies. The Client agrees that Consultant neither created nor contributed to the creation or existence of any Affected Materials conditions at the site. Accordingly, Client waives any claim against Consultant and agrees to indemnify and save Consultant, Consultant's related companies, Consultant's subconsultants or subcontractors, and the agents, representatives, officers, directors, members, managers and shareholders of all of the foregoing harmless from any claim, liability or defense cost, including attorney and expert fees, for injury or loss sustained by any person or entity from such exposures allegedly arising out of Consultant's non-negligent performance of services hereunder, or for any claims against Consultant as a generator, disposer, or arranger of Affected Materials under federal, state, or local law or ordinance.

**15. Documents.** Work product, such as reports, logs, data, notes, photographs, or calculations, prepared by Consultant shall remain Consultant's property. Proprietary concepts, systems, and ideas developed during performance of the Services shall remain the sole property of Consultant. Files shall be maintained in general accordance with Consultant's document retention policies and practices. Upon Client's request, Consultant's work product may be provided via electronic media. By such request, Client agrees that the written copy retained by Consultant in its files shall be the official base document. Consultant makes no warranty or representation to Client that the magnetic copy is accurate or complete, but will correct in good faith any omissions or errors brought to Consultant's attention by Client. Any modifications of such electronic copy by Client or others shall be at Client's risk and without liability to Consultant. Such magnetic copy is subject to all other conditions of this Agreement. Documents, reports, tests, information and communications from Consultant to Client or Client's designees are to be used only relating to the specific project/site to which they relate and may not be re-used for other projects or sites without express written consent from Consultant; any unauthorized re-use is at Client's or the recipient's sole and exclusive risk and is without liability as to Consultant, its related companies, its subconsultants or subcontractors, or the officers, directors, employees, agents, representatives, members, managers or shareholders of all of the foregoing. Consultant may rely upon information provided to Consultant by or on behalf of Client or third parties without any duty to independently verify the accuracy or completeness or currency of same, and Consultant shall have no liability to Client arising from any deficiency of such information.

**16. Utilities.** Client shall provide the location and/or arrange for the marking of private utilities and subterranean structures. Consultant shall take reasonable precautions to avoid damage or injury to subterranean structures or utilities. Consultant shall not be responsible for damage to (or claims arising out of damage to) subterranean structures or utilities that are not called to Consultant's attention or are not correctly marked, including being marked by a utility location service, or are incorrectly shown on the plans furnished to Consultant.

**17. Site Access and Safety.** Client shall secure all necessary site related approvals, permits, licenses, and consents necessary to commence and complete the Services and will execute any necessary site access agreement. Consultant will be responsible for supervision and site safety measures for its own employees, but shall not be responsible for the supervision or health and safety precautions for any other parties, including Client, Client's contractors and subcontractors, or other parties present at the site.

**18. Unforeseen Circumstances.** It is possible that unforeseen conditions or occurrences may be encountered at the site which could substantially alter the necessary services or the risks involved in completing Consultant's services. If this occurs, Consultant will promptly notify and consult with Client, but will act based on Consultant's sole judgment where risk to Consultant's personnel, the public or where professional duties to disclose hazards or conditions are involved. Possible actions could include: **(A.)** Complete the original Scope of Services in accordance with the procedures originally intended in Consultant's Proposal, if practicable in Consultant's judgment; **(B.)** Agree with Client to modify the Scope of Services and the estimate of charges to include assessment of the unforeseen conditions or occurrences, with such revision agreed to in writing; **(C.)** Terminate the services effective on the date specified by Consultant in writing; **(D.)** Disclose information to regulators or government authorities when required by statute or professional canons of ethics.

**19. Survival.** All provisions of this Agreement for indemnity or allocation of responsibility or liability between Client and Consultant shall survive the completion of the services and the termination of this Agreement.

**20. Severability.** In the event that any provision of this Agreement is found to be unenforceable under law, the remaining provisions shall continue in full force and effect.

## CLIENT

Firm name: \_\_\_\_\_  
Authorized by: \_\_\_\_\_ Date: \_\_\_\_\_  
Print name: \_\_\_\_\_ Title: \_\_\_\_\_  
Address: \_\_\_\_\_ Telephone no.: \_\_\_\_\_  
City and state: \_\_\_\_\_ Zip: \_\_\_\_\_ Fax no.: \_\_\_\_\_  
E-mail address: \_\_\_\_\_ Cell no.: \_\_\_\_\_

## CONSULTANT

Firm name: TTL, Inc.  
Firm address for notifications: 4589 Val North Drive, Valdosta, GA 31602 229-244-8619  
TTL approval by: \_\_\_\_\_ Date: \_\_\_\_\_  
Print name: \_\_\_\_\_ Title: \_\_\_\_\_



## Called Meeting

### AGENDA

March 6, 2018

**Item:**

Hangar Rate Increase

**Department:**

**Additional Information:**

**Financial Impact:**

**Budgeted Item:**

**Recommendation / Request:**

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [Hangar Rate Increase Info](#)



**To:** Airport Committee, City Council  
**From:** Chris Bailey, Central Services Manager  
**Department:** Airport  
**Date:** 02/26/18

**Description:** A request is being made for the increase of t-hangar unit lease rates. Currently, the rates are \$200 for the interior units (12) and \$240 for the end units (4). The option for proposed rate increases are for \$225 for the interior units (12) and \$270 for the end units (4); or to \$250 for the interior units (12) and \$300 for the end units (4) for future lease years.

The current and proposed revenue numbers are as follows:

	Current Rates	\$25.00 Increase	\$50.00 Increase
Interior Units (12)	\$200	\$225	\$250
End Units (4)	\$240	\$270	\$300
Annual Revenue	\$40,320	\$45,360	\$50,400
Revenue Increase	-	\$5,040	\$10,080

**Recommendation:**

Staff recommends at a minimum, the approval of an increase to \$225 for the interior units and \$270 for the end units, thus creating an additional revenue of \$5,040 per year.

**Background:**

It is the practice of the City of Monroe to continually work towards making the Monroe-Walton County Airport a profit center for the City, and an economic development engine for the entire City and County. There has been no increase in t-hangar rates to keep up with surrounds airports or current market conditions which show demand far exceeding supply. The increase in rates keeps the Monroe-Walton County Airport in line with surrounding airports that also have an extended runway, 100LL AvGas fuel availability, PAPI lights, and an AWOS system.

**Attachment(s):**

NA



## Called Meeting

### AGENDA

March 6, 2018

**Item:**

Purchase - Street Sweeper

**Department:**

**Additional Information:**

**Financial Impact:**

**Budgeted Item:**

**Recommendation / Request:**

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [Street Sweeper Info](#)

**To:** City Council  
**From:** Danny P Smith, Director of Solid Waste  
**Department:** Solid Waste - Collection  
**Date:** 2/22/2018

**Description:** A request is being made for the purchase of an Elgin Crosswind Street Sweeper with a 2019 Peterbilt 220 Cabover Chassis for \$249,964.00. This will replace a 1997 Tymco, with a Ford Model L-7000 chassis. The unit has high sweeper miles, operating hours and a considerable amount of deterioration, with high maintenance costs and down time.

**Budget Account/Project Name:** 2018 Solid Waste Collection CIP Budget

**Funding Source:** 2018 Budget – SPLOST

**Budget Allocation:** \$0.00

**Budget Available:** \$0.00

**Requested Expense:** \$249,964.00      **Company of Purchase:** Environmental Products Georgia

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**Recommendation:**

Staff recommends the approval of the request to purchase an Elgin Crosswind Street Sweeper with a 2019 Peterbilt 220 Cabover Chassis for \$249,964.00. This purchase uses the National Joint Powers Alliance (NJPA) bidding guidelines and follows procurement policy.

**Background:**

It is the practice of the City of Monroe to continually provide for the upkeep and preservation of all vehicles and equipment. The Street Sweeper is used to remove all debris and spills from city streets, which is essential to storm water management systems.

**Attachment(s):**

Quote Documentation – 11 pages

1. Cover Sheet
2. Requisition
3. Quotation





ENVIRONMENTAL PRODUCTS  
GEORGIA

# Proposal Summary

Prepared for:

**Monroe, Ga**



## Elgin Crosswind Street Sweeper

Single Engine Crosswind Regenerative Air Street Sweeper



# ENVIRONMENTAL PRODUCTS GEORGIA

**City of Monroe**  
**2/20/2018**

## **Elgin Street Sweeper**

**Environmental Products of Georgia** would like to thank you for the opportunity to present the **Elgin Crosswind Street Sweeper**.

**Environmental Products Group** is the sole provider of Elgin Street Sweeping Equipment in the State of Georgia, as well as many other leading industry product lines including: Vactor Sewer Cleaners, Envirosight Pipeline Inspection Cameras, Petersen Grapple Loaders, PB Asphalt Pothole Patchers, Madvac Sweepers and Vacuums, Monroe Spreaders and Plows and a host of parts, tools and accessories for all your needs.

**Environmental Products Group** prides itself on our local parts, service, and training capabilities. With multiple full-service locations throughout Florida, Georgia, and Memphis, Tennessee; including Vactor, Elgin, and Envirosight repair centers, extensive parts inventory, factory-trained technicians, mobile parts and service, rentals, turnkey maintenance packages, leasing options, and much more... we are ready to service your every need.

### **ATLANTA**

4410 Wendell Dr SW  
Atlanta, GA 30336  
P: 404.693.9700  
F: 404.693.9690

### **CORPORATE**

2525 Clarcona Rd.  
Apopka, FL 32703  
P: 407.798.0004  
F: 407.798.0013

Thank you for your consideration.

The following proposal is based off of the NJPA Contract #031710-FSC

### **Standard Features**

- Single Engine Design
- 8 Cubic Yard Hopper
- Dual Side Brooms
- Dualized Drive
- Alternator, 95 Amp
- Electric Back-up Alarm
- Blower, HARDOX 500 Steel with Linatex Lined Housing
- Brooms, Hydraulic Rotation
- Dual Brooms
- Wireless Rear Mounted Camera
- Console with Rocker Switches for All Sweep Functions with Full Gauge Package Including Tachometer, Engine Hour Meter, Oil Pressure Indicator, Coolant Temperature, Volt Meter and Fuel Level Indicator, Water Level Gauge and Warning Light for Hopper "Up," Hopper Rear Door "Open" and Hopper "Full"

- Side Brooms Down Pressure Controls and Automotive Style Blade Fuses
- Doors, Access Fiberglass Doors Provide Easy Service and Maintenance on Hydraulic and Electrical System
- Electronic Actuated Throttle, Sweep Resume/Sweep Transport/Reverse Pick-Up
- Hopper Rear Door, Hydraulically Opened/Closed and Locked/Unlocked with External Manual Controls
- Hose, Hydrant Fill, 16' 8" with Coupling
- LED Clearance Lights
- Lights, Rear Clearance and Rear Identification
- Manuals, Operators and Parts
- Pick-Up Head, Hydraulically Operated
- 14" Outside Diameter Pressure Hose
- 12-3/4" Inside Diameter
- Suction Hose with Quick Disconnect on Suctions Side
- Water System; One (1) Rocker Switch with HI/LOW Setting, with Manual Valves for Water Control
- Spray Nozzles, Sixteen (16)- Seven (7) in the Pick-Up Head, Three (3) in the Suction Nozzle, Three (3) at Each Side Broom
- Side Broom Outer Position Stop
- Water Tank, Molded Polyethylene, 240 Gallons (907 L)
- Water Pre-Filter, Hydrant Fill Hose
- Sweeper Painted Standard White
- Red Logo
- 1 Year Parts and Labor Warranty, Training and Delivery Included

### **Additional Features**

- Memory Sweep
- Side Broom Tilt Option, Right Hand
- Side Broom Tilt Option, Left Hand

- Hopper Liner System
- Hydraulic Heavy Duty Rear Vacuum Hose with 6.5" Aluminum Catch Basin Cleaning Tube
- Individual Control of Water System
- Vacuum Enhancer, In-Cab Controls
- In-Cab Hopper Dump
- Hydraulic Oil Level Gauge with Thermometer on Tank
- Dual LED Side Broom Lights
- Additional Sweeper Operator Manual & Sweeper Parts Manual

### **Chassis Summary**

- 2019 Peterbilt 220 Cabover Chassis
- Paccar PX-7 Engine
- Allison Transmission
- Dual Steer
- Mirrors, West Coast Type with 8" Convex Inserts, One on Each Side
- Right and Left Hand Heated and Remote Controlled Mirrors
- AM/FM/Weather Band Radio Bluetooth Compatible

**NJPA SALE PRICE = \$249,964.00**

Please don't hesitate to call with questions, or if you need any additional information. Thank you for your interest and the opportunity to earn your business.

# 220

## Medium Duty

<b>Cab</b>	Stamped Steel, Left Hand Drive or Right Hand Drive
<b>Hood</b>	N/A, 63.5" BBC
<b>Sleepers</b>	N/A
<b>Seats</b>	Driver: C2 Air-Ride High Back Passenger: C2 Air-Ride High Back or 2-Person
<b>Engines</b>	PACCAR PX-7, 220-260 HP
<b>Air Cleaner(s)</b>	Mounted on Fender
<b>Exhaust System</b>	Horizontal Cross Over or Vertical Chassis Mounted
<b>Transmissions</b>	Allison Automatic 6 Speed 2000 Series & 3000 Series
<b>Frames</b>	10-1/4"
<b>Front Axles</b>	Dana Spicer (12,000 lbs.)
<b>Front Springs</b>	Taper Leaf
<b>Front Hubs</b>	Iron LMS or Aluminum LMS
<b>Front Brakes</b>	Air Disk or Drum
<b>Single Rear Axles</b>	Drive Dana Spicer (17,000 lbs., 21,000 lbs.)
<b>Tandem Rear Axles</b>	N/A
<b>Rear Hubs</b>	Iron LMS
<b>Rear Brakes</b>	Air Drum
<b>ABS Systems</b>	MERITOR WABCO EBS, ELECTRONIC BRAKING SYSTEM WITH ANTILOCK
<b>Single Rear Suspensions</b>	Reyco 17,000 lb., 21,000 lb. Hendrickson HAS210L & 230L (21,000 lbs, 23,000 lbs)
<b>Tandem Rear Suspension</b>	N/A
<b>Tires</b>	Bridgestone
<b>Wheels</b>	19.5" or 22.5" Steel or Aluminum
<b>Quarter Fenders</b>	N/A
<b>Fifth Wheels</b>	N/A



# 220

<b>Air Dryers</b>	WABCO
<b>Air Tanks</b>	Steel
<b>Chassis Hose</b>	Nylon
<b>Fuel Tanks</b>	Steel 45 Gallon
<b>Battery Box</b>	Steel
<b>Tool Box</b>	N/A
<b>Bumpers</b>	Steel Stylized Aerodynamic

Please see your local Peterbilt dealer to use Peterbilt PROSPECTOR to specify options on your particular truck.



**Signature**

**Date**



National Joint Powers Alliance® (NJPA) is a national municipal contracting agency committed to serving its Members purchasing needs. NJPA is driven to provide efficient public service through our national contract purchasing solutions and other related programs. NJPA is able to do this as they work together, creating a unified purchasing alliance that is valued by both NJPA Members and contracted suppliers.

Both Vactor Sewer Cleaners and Elgin Street Sweepers are available on this contract. Contract #031710-FSC is for Public Utility Vehicles and Services, Apparatus, Equipment and Accessories.

## LIMITED WARRANTY

Each machine manufactured by ELGIN SWEEPER COMPANY ("ESCO" or the "Company") is warranted against defects in material and workmanship for a period of 12 months provided the machine is used in a normal and reasonable manner. This limited warranty is applicable only to the original user-purchaser for a period of twelve (12) months (as measured from the date of delivery to the original user-purchaser) and is not transferable.

During the Limited Warranty Period ESCO will cause to be repaired or replaced, as the Company may elect, any part or parts of such machine that the Company's examination discloses to be defective in material or workmanship. Repairs or replacements are to be made at the selling Elgin distributor's location or at other locations approved by ESCO.

The ESCO Limited Warranty shall not apply to:

1. Major components or trade accessories such as but not limited to, trucks, engines, hydraulic pumps and motors, tires and batteries that have a separate warranty by the original manufacturer.
2. Normal adjustments and maintenance services.
3. Normal wear parts such as but not limited to, brooms, oils, fluids, filters, broom wire, shoe runners, rubber deflectors and suction hoses.
4. Failures resulting from the machine being operated in a manner or for a purpose not recommended by ESCO.
5. Repairs, modifications or alterations without the express written consent of ESCO, which in the Company's sole judgment, have adversely affected the machine's stability, operation or reliability as originally designed and manufactured.
6. Items subject to misuse, negligence, accident or improper maintenance.

\*NOTE\* The use in the product of any part other than parts approved by ESCO may invalidate this warranty. ESCO reserves the right to determine, in its sole discretion, if the use of non-approved parts operates to invalidate the warranty. Nothing contained in this warranty shall make ESCO liable for loss, injury, or damage of any kind to any person or entity resulting from any defect or failure in the machine.

TO THE EXTENT LIMITED BY LAW, THIS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

This warranty is also in lieu of all other obligations or liabilities on the part of ESCO, including but not limited to, liability for incidental and consequential damages on the part of the Company or the seller. ESCO makes no representation that the machine has the capacity to perform any functions other than as contained in the Company's written literature, catalogs or specifications accompanying delivery of the machine. No person or affiliated company representative is authorized to alter the terms of this warranty, to give any other warranties or to assume any other liability on behalf of ESCO in connection with the sale, servicing or repair of any machine manufactured by the Company.

ESCO reserves the right to make design changes or improvements in its products without imposing any obligation upon itself to change or improve previously manufactured products.

ELGIN SWEEPER COMPANY  
1300 W. Bartlett Road  
Elgin, Illinois 60120





## Called Meeting

### AGENDA

March 6, 2018

**Item:**

Great American Cleanup Week, April 16 - 20, 2018

**Department:**

**Additional Information:**

**Financial Impact:**

**Budgeted Item:**

**Recommendation / Request:**

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [Great American Cleanup Week Info](#)



**To:** City Council, Committee, City Administrator  
**From:** Danielle M. Dills, Administrative Assistant  
**Department:** Public Works  
**Date:** 2/20/18  
**Description:** Approval is being sought to participate in the “Great American Cleanup”.

---

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

**Funding Source:** N/A

**Budget Allocation:** N/A

**Budget Available:** N/A

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

---

***Recommendation:***

Staff recommends the APPROVAL of participating in the Great American Cleanup effort, which will allow city residents to bring garbage, trash, scrap metal, etc. to the transfer station and dump for free this week.

***Background:***

The City of Monroe transfer station has been offering this event since 2002, it is a great way to aid citizens in spring cleaning and a way to help keep our city clean.

***Attachment(s):***

Request – 1 page

Quotation – 1 page

**FREE**



**FREE**

Residents of the City of Monroe (city limit's only), the week of April 16-20, 2018 the City of Monroe will be participating in the "Great American Cleanup". During this week, any resident (no business' please) wishing to bring garbage, trash, scrap metal, and tires (limit ten) to the City of Monroe Transfer Station will be able to do so without charge. For information and hours of operation, contact the Monroe Transfer Station at 770-266-5148.





**Called Meeting**

**AGENDA**

**March 6, 2018**

**Item:**

Purchase - Gas Main Extension Materials for Mountain Creek Church Road

**Department:**

**Additional Information:**

**Financial Impact:**

**Budgeted Item:**

**Recommendation / Request:**

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [Materials for Gas Main Extension](#)



**To:** City Council, Committee, City Administrator  
**From:** Rodney Middlebrooks, Director of Water & Gas  
**Department:** Natural Gas  
**Date:** 2/28/2018  
**Description:** Approval to purchase material for gas main extension along Mountain Creek Church Road

---

**Budget Account/Project Name:** TBD

**Funding Source:** Capital Budget/System Expansion

**Budget Allocation:** \$50,000.00

**Budget Available:** \$50,000.00

**Requested Expense:** \$16,676.60

**Company of Purchase:** Consolidated Pipe & Supply

---

***Recommendation:***

Staff recommends the APPROVAL to purchase the material to extend gas main along Mt. Creek Church Rd. Bids sought by policy and only received the 1 bid. Main to be installed by city crews.

***Background:*** City was approached by owners of 4 chicken houses at Mt. Creek Church Rd & Mt. Vernon Road. Owner wanting to convert to natural gas due to propane prices.

***Attachment(s):***

Request – 1 page

Bids - 1 page

C O N S O L I D A T E D   P I P E   A N D   S U P P L Y   C O . ,   I N C .  
C U S T O M E R   Q U O T E

194 Hurricane Shoals Rd.  
Lawrenceville GA 30046

Quote Nbr: 189930 000  
Quote Date: 2/14/2018

Page 1

0022 - PAUL ROOT  
Phone 770-822-9664  
Fax 770-822-9323  
Toll Free 800-844-9585

Job: MT VERNON CHICKEN HOUSE  
  
Bid Date: 2/14/2018

260298 - MONROE CITY OF - A/P  
MONROE UTILITIES  
P O BOX 1249  
MONROE GA 30655

Good Until: 3/14/2018  
To: CHAD  
Email: cgravette@MonroeGA.gov

Line	Qty	Item	Size/Wall/Description	Price	Extended Price
1	5500.0	208994	4 DRISPLX SDR11 PE2708 6500 GAS PIPE 40	2.80 FT	15,400.00
2	10.0	287233	4 IPEX 128030 3408/4710 EF CPLG	32.00 EA	320.00
3	4.0	200067	4 PERPIPE SDR11 2708 BF TEE	18.00 EA	72.00
4	4.0	200056	4 PERPIPE SDR11 2708 BF CAP	8.50 EA	34.00
5	1.0	200073	4X2 PERPIPE SDR11 2708 BF RED	8.00 EA	8.00
6	1.0	200054	2 PERPIPE SDR11 2708 BF CAP	2.60 EA	2.60
7	200.0	208330	2 DRISPLX SDR11 PE2708 6500 GAS PIPE 40	0.90 FT	180.00
8	5500.0	217426	#12 YELLOW TRACING WIRE PE30 SOLID 500	0.12 FT	660.00

Total: 16,676.60

2" PE IS QUOTED AS 40' STICKS  
IF YOU GO WITH A 500' ROLL WE CAN DO .85'FT

Shipment: FOB Destination, Freight prepaid and Allowed



**Called Meeting**

**AGENDA**

**March 6, 2018**

**Item:**

Approval - Out of State Travel for Telecom

**Department:**

**Additional Information:**

**Financial Impact:**

**Budgeted Item:**

**Recommendation / Request:**

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [Travel Info](#)



**To:** City Council, Committee, City Administrator  
**From:** Brian Thompson  
**Department:** Telecom  
**Date:** 3/6/2018  
**Description:** Approval is being sought for out of state travel for Brian Thompson

---

**Budget Account:**

**Funding Source:** CIP

**Budget Allocation:**

N/A

**Budget Available:**

N/A

**Requested Expense:**

\$0

**Company of Purchase:**

---

***Recommendation:***

Staff recommends the APPROVAL of this request based on the information provided.

***Background:*** Adtran the manufacture of our FTTX electronics has ask me to attend and participate in their Mid-South Communities Fiber Forum on March 21, 2018. Since I will be a speaker Adtran will pick up all expenses. This will be an opportunity to hear from some of the most successful FTTX/Gig City projects including Huntsville, rural Kentucky, and North Alabama Electric Membership Cooperative.

***Attachment(s):***

Request – 1 page

Quotes- N/A

## Mid-South Communities Fiber Forum - Draft Agenda

### March 21, 2018 Conference Schedule:

#### *Optional*

**9:30am – 10:45am:** *ADTRAN Tour (Attendees already onsite and early arrivals)*

**11am-11:30am:** Attendee Arrival at ADTRAN Conference Center / Check-in

**11:30am-12:30pm:** Networking Lunch / Late Arrivals

#### **12:30pm: Welcome / Introduction to Forum Goals and Afternoon Agenda**

- Cole Walker, Chairman, Infrastructure Strategies
- Mark Ogden, Director of SP Sales, ADTRAN

#### **12:45 -1:35 pm: Keynote - Hilda Legg, State Director of Kentucky, USDA Rural Development Broadband, Economic Development and Connected Communities**

Opening remarks on the growth of community broadband initiatives, their significant economic impacts, and ongoing efforts for broadband advocacy and investment.

#### **1:40pm – 2:35pm: How Huntsville Became a Gig City: City of Huntsville and Huntsville Utilities**

City speakers discuss the planning considerations and decisions that led it down the road to establishing an innovative public/private network model that has gained global recognition, as well as share lessons learned in the process.

- Wes Kelley, CEO, Huntsville Utilities
- Stacy Cantrell, VP, Engineering, Huntsville Utilities
- Harrison Diamond, Business Relations Officer, City of Huntsville

#### **2:40pm – 3:30pm: Four Regional Case Studies in Gigabit Service Deployment**

Moderated panel discussion and Q/A on a wide range of different models of community broadband builds within the region, with participants offering guidance and lessons learned on various project considerations, to help the attendees better understand how they might approach in their own community.

- **Moderator:** Mark Ogden, Director of SP Sales, ADTRAN
- **Community Overbuilder:** Brian Thompson, Electric and Telecommunications Director, City of Monroe, GA
- **Electric Cooperative:** Bruce Purdy, GM, North Alabama Electric Cooperative, Stevenson, AL
- **Telephone Cooperative:** Jonathan West, GM/CEO, Gainesboro, TN
- **Incumbent Local Exchange Carrier:** Brent Fisher, Director, Network Operations, TEC, Jackson, MS

**3:30pm – 3:45 Break**

**3:45pm – 4:30pm: Major Considerations Impacting Broadband Deployment: Regulatory, Technical, Legal, Financial, and More**

Moderated discussion and Q/A on the many structural considerations and decisions that govern areas such as broadband project financing, infrastructure ownership, or creating a technology plan.

- **Moderator:** Cole Walker, Chairman, Infrastructure Strategies
- **Regulatory Accounting/Reporting Compliance:** Rod Ballard, Principal, Jackson Thornton
- **Regulatory Policy:** Gary Bolton, Vice President, Global Marketing, ADTRAN
- **Finance and Legal:** Steve Ross, Editor-at-Large, Broadband Communities

**4:35pm - 5:20pm Key Resources Available for Your Community Broadband Journey**

Steve Ross, Editor-at-Large, Broadband Communities, will lead panelist discussion with leading experts at both the national and state levels on resources and steps community leaders can take to further investigate, plan and launch fiber broadband initiatives.

- Mark Walker, President, Walker and Associates, TIA, Telecommunications Industry Association
- John Sciarabba, CEO, Alden Systems, Poles and Right of Way issue

**5:20pm – 5:30pm: Closing**

- Cole Walker, Chairman, Infrastructure Strategies
- Mark Ogden, Director of SP Sales, ADTRAN

**Optional:**

**5:30pm – 6:30pm: Reception: Cocktails and Heavy Hors d'oeuvres**



## Called Meeting

### AGENDA

March 6, 2018

**Item:**

Purchase - K-9 and Out of State Training

**Department:**

**Additional Information:**

**Financial Impact:**

**Budgeted Item:**

**Recommendation / Request:**

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [K-9 and Training Info](#)



**To:** Public Safety Committee, City Council

**From:** Keith Glass, Public Safety Director

**Department:** Police

**Date:** 2/16/2018

**Description:** K-9 Purchase/Out of State Training

---

**Budget Account/Project Name:** 100-550-03200-00531-531114/K-9 Program

**Funding Source:** Operating Expense

**Budget Allocation:** \$35,000.00

**Budget Available:** \$35,000.00

**Requested Expense:** \$30,014.00

**Company of Purchase:** Alabama Canine Law Enforcement

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**Recommendation:** Request and recommended approval of the purchase of two dual purpose canines from Alabama Canine Law Enforcement Officer Training Center Inc., purchase includes training of the K9 Teams on site. Recommend approval for out of state training for Officer Ryan Gee and Officer Jacob Palmer, Gee and Palmer where selected for assignment as our K-9 handlers.

**Background:** We are rebuilding our K-9 program with the purchase of two dual purpose canines and the training of these two K9 teams at the Northport Alabama, Alabama Canine Law Enforcement Officers Training Center Inc.

Dual purpose canine is defined as a canine that has been certified and trained in the areas of narcotics detection, patrol/criminal apprehension, and tracking. The officers selected to be the handlers will undergo a ten-week K9 handler course with the selected / purchased K9s at the Alabama Canine Law Enforcement Officers Training Center Inc. in Northport Alabama. Training includes housing and the basic equipment needed to perform the duties required to pass the course.

The K9 Teams will be assigned to the Uniform Patrol Division where they will be called upon to conduct free air scans/searches of vehicles, buildings, and open areas suspected of concealing narcotics. They will be utilized to help diffuse situations with combatant subjects to protect Officers and Citizens for injury and /or death. K9 Teams will be utilized to

track dangerous criminals who have fled from Officers or crime scenes. K9 Teams can and will be used in searches for lost and or injured individuals as well.

**Attachment(s):**

1. Quote estimate # 2018015 from Alabama Canine Law Enforcement Officers Training Center Inc.



Alabama Canine Law Enforcement  
 Officers Training Center Inc  
 18539 John Swindle Road  
 Northport, AL 35475

# PRICE QUOTE

Date	Estimate #
2/13/2018	2018015

Name / Address
Monroe Police Department R V Watts 116 South Broad Street Monroe, GA 30655

Project

Description	Qty	Cost	Total
Dual-Purpose Canine. Includes a 10 week handler course. Also includes housing for officer while in class.	2	14,000.00	28,000.00
AKAH Leather Muzzle	2	275.00	550.00
Fur Saver Collar	2	18.00	36.00
PSP Leash	2	38.00	76.00
Long Line 30 foot	2	53.00	106.00
Long Line 15 foot	2	38.00	76.00
Combat Harness with Metal Cobra Buckle. Tracking harness	2	150.00	300.00
Toys a set of narcotic toys	2	80.00	160.00
Collar Kit for Classic 70 G3	2	355.00	710.00
		<b>Total</b>	<b>\$30,014.00</b>



# ACLEOTC, Inc. Alabama Canine Law Enforcement Officer's Training Center



## Quality Professional Police Dogs

ed are just a few of the larger departments that have benefited from our training have also serviced hundreds of smaller departments that are not listed.

o been fortunate to have had the pleasure of training explosive detector dog teams ries of the Philippines, Costa Rica, Peru, Columbia, Bolivia, Ecuador, Portugal, Turkey, wait, Jordan, Pakistan, Sri Lanka, Barbados, Venezuela, and the Bahamas. We have over 550 police service dog teams for these countries and they have been very n locating explosive devices.

he center is to provide the best training possible, not only for the dogs, but for the hat he has a complete understanding of the working ability of his dog and the es he has as a handler. Our training standards and methods are adopted from the Despolizeischule fur Diensthundfuhrer, in Stuckenbrok, Germany. We feel this training is among the most updated training being used in the field today.

We are also very proud of our program and the success our police service dog teams have had in seizing millions of dollars worth of illegal narcotics and apprehending criminals.

Using specialized selection testing we are also able to find dogs which have the drives and character traits necessary to perform both detector and patrol functions simultaneously. This, in essence, gives the agency two dogs for the price of one and saves the agency money, as it is possible for the one dog to perform both functions. We have trained many dual-purpose teams across the country and in many of the foreign countries and it has become the preference by most agency administrators.



Military & Law Enforcement Training



Detection



Advanced Obedience



Handler Training

## Elite Canine Law Enforcement Training

**Alabama Canine Law Enforcement Officer's Training Center, Inc. was founded in October of 1985.**

Since that time, the center has been responsible for the training of Police Service Dog Teams all across the United States and in fourteen foreign countries. Some of the departments that have received our training are:

- The United States Border Patrol
- The Department of Energy
- Alabama State Troopers
- Georgia State Troopers
- Maryland State Troopers
- Washington State Troopers
- The Jefferson Parrish Sheriffs Department, Louisiana
- The City of Pittsburgh Police Department, Pennsylvania
- The City of Denver Police Department, Colorado
- The City of Birmingham, Alabama
- The City of Memphis, Tennessee
- The City of Washington, D.C.
- Georgia Dept. of Corrections

Alabama Canine Law Enforcement Officers Training ...



## Exciting News

Alabama Canine has always taken pride in selling the best possible training equipment for teaching and maintaining police service dogs. Garmin has allowed us to become a distributor for their collars. Garmin has long been known to be the leader in the e-collar industry. We look forward to better educating police dog handlers on the proper use and effectiveness of Garmin e-collars.

## Our new facility is now open

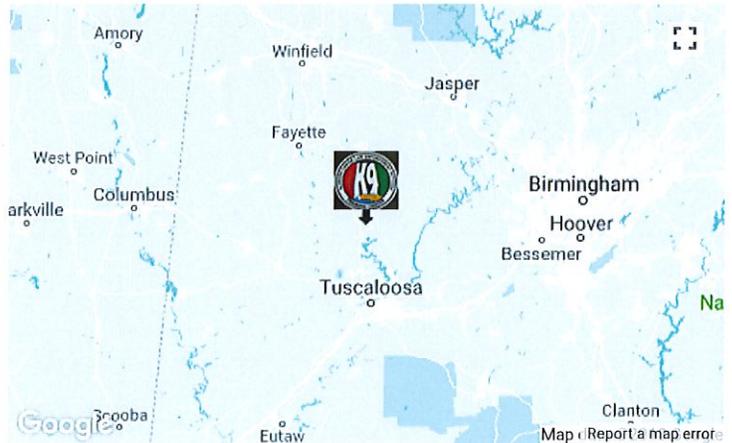
Our brand new housing facility at our main location in Northport, Alabama is now open for business. Housing offers fully furnished kitchen, laundry room along with TV seating area and weight room. Amenities include satellite TV, internet service, hunting and great fishing in two ponds located on site. Call to book your room and class today.

# Professional Canine Training Services



## Alabama Canine Law Enforcement Officer's Training Center

18539 John Swindle Rd,  
Northport, AL 35475



## Contact us

We are always available



alcanine@hiwa  
ay.net

Have any questions?



205-339-7794

Call us



205-310-4164

Alt. Phone

Name:

E-mail address:

Subject:

Message:

Send message

## Make a Payment



Alabama Canine Law Enforcement Officers Training Center, Inc proudly trains canines to specialize in the following: drug dogs, narcotics dogs, bomb dogs, explosive dogs, patrol dogs, and apprehension dogs.





## Called Meeting

### AGENDA

March 6, 2018

**Item:**

1st Reading - Zoning Ordinance Code Text Amendment

**Department:**

**Additional Information:**

**Financial Impact:**

**Budgeted Item:**

**Recommendation / Request:**

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [Zoning Code Text Amendment #4](#)



**To:** City Council  
**From:** Patrick Kelley  
**Department:** Planning, Zoning and Code  
**Date:** 02-12-18  
**Description:** This is a text amendment pursuant to clarification, correction and augmentation of the zoning ordinance to more clearly define or express the intent of the ordinance when written.

---

**Budget Account/Project Name:** NA

**Funding Source:** 2017 NA

**Budget Allocation:** NA

**Budget Available:** NA

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

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**Recommendation:** Approve

**Background:** We regularly assess the zoning ordinance for ambiguities, irregularities and omissions in order to clean up the zoning code; simplifying and making clear its intent. These text amendments address sign setbacks, residential floor area, inconsistent sign regulations, limits on household pets specifically cats and dogs. Minimum single family residential standards for R-2 zoning. Changing a use in M1 zoning from conditional (C) to permitted (P) to allow the location of emergency management services in this zone without a public hearing.

**Attachment(s):**

Permit and Exhibit A

# TEXT AMENDMENT ZONING CODE



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

PERMIT NUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
18-00027	01/23/2018	\$ 0.00	\$	adkinson

NAME + ADDRESS	LOCATION	USEZONE	FLOODZONE
	215 N Broad St Monroe, GA 30655	B-2	Yes
		PIN	SUBDIVISION
		M0014-026-000	CORRIDOR OVERLAY DISTRICT
	CONTRACTOR	LOT	BLOCK
	City Of Monroe		0
	OWNER	UTILITIES...	
	City Of Monroe ()	Electric	
		Sewer	
		Gas	
		PROJECTID#	
		215NBroadSt-180123-1	
		EXPIRATIONDATE:	07/22/2018

## CHARACTERISTICS OF WORK

DESCRIPTION OF WORK	DIMENSIONS	#STORIES	Sq. Ft.
VARIOUS ZONING CODE TEXT AMENDMENTS-P&Z MTG 2/20/18 @ 5:30 PM-COUNCIL MTG 3/13/18 @ 6:00 PM 215 N BROADSTREET	SQUAREFOOTAGE		
NATURE OF WORK		#UNITS	
Other	SINGLEFAMILYONLY		
CENSUS REPORT CODE		#BATHROOMS	
886 - ZONING CODE TEXT AMENDMENT		#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

WEBADDRESS

<http://BuildingDepartment.com/project>

PERMITNUMBER

18-00027

PERMITPIN

55611

**AN ORDINANCE TO AMEND THE ZONING  
ORDINANCE OF THE CITY OF MONROE, GEORGIA**

**The Mayor and Council of the city of Monroe, Georgia, hereby ordain as follows:**

**The Zoning Ordinance of the City of Monroe, officially adopted June 10, 2014, and Effective July 1, 2014, as thereafter amended, is hereby amended by implementing text amendments and changes outlined and identified in particular detail on Exhibit A, which such exhibit is incorporated herein by reference.**

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

These text amendments of the City of Monroe Zoning Ordinance shall take effect upon their adoption by the Mayor and Council.

**FIRST READING.** This 13<sup>th</sup>, day of March, 2018.

**SECOND READING AND ADOPTED** on this 10<sup>th</sup>, day of April, 2018.

**CITY OF MONROE, GEORGIA**

**By: \_\_\_\_\_ (SEAL)  
John Howard, Mayor**

**Attest: \_\_\_\_\_ (SEAL)  
Debbie Kirk, City Clerk**

## EXHIBIT A

### City of Monroe Zoning Ordinance Text Amendment

#### Amendment # 4

1. Section 1250.2(3)(vi) and 1250.2(1)(d) - Sign setbacks from right of way – change to 0
2. Article VII Section 700.1 table 11 building ground floor square footage change to read building floor area.
3. Section 1250.2 Non Residential – Remove (2) (c) and (d).
4. Section 610.3 table 6 Note 7 to be beside Animals Household pets :

##### Dogs:

On any residential property equal to or less than one (1) acre, or for any dwelling unit in a multifamily development (e.g. apartment, condominium, townhome, mobile home park, duplex or similar), it shall be unlawful to possess or keep more than three (3) dogs. On any residential property larger than one (1) acre but equal to or less than two (2) acres, it shall be unlawful to possess or keep more than six (6) dogs. On any residential property larger than two (2) acres, there shall be no restriction on the number of dogs allowed to be possessed or kept provided all other applicable zoning provisions are obeyed. However, any such property that contains more than six (6) dogs shall be required to maintain those animals in an enclosure at least one hundred (100) feet from the nearest property line.

##### Cats:

On any residential property equal to or less than one (1) acre, or for any dwelling unit in a multifamily development (e.g. apartment, condominium, townhome, mobile home park, duplex or similar), it shall be unlawful to possess or keep more than six (6) cats. On any residential property larger than one (1) acre but equal to or less than two (2) acres, it shall be unlawful to possess or keep more than six (6) cats. On any residential property larger than two (2) acres, there shall be no restriction on the number of cats allowed to be possessed or kept provided all other applicable zoning provisions are obeyed.

Litters of animals shall be exempt from the provisions herein for up to six (6) months from the date of birth.

5. Section 700.1, Table 11: add note 7 under R-2, Lot Area, Min(1)- Note 7: Minimum lot size for single family homes shall comply with the requirements for R1A districts.
6. Article VI, Section 630.3 Table 8 Industrial Zoning District Land Use Regulations. Utility and Area Service Provider Facilities: Emergency management services – fire, police, ambulance, change from C to P.

**NOTICE TO THE PUBLIC  
CITY OF MONROE**

**The City of Monroe Planning & Zoning commission will be holding a hearing for a zoning action/zoning code text amendment. A public hearing will be held on February 20, 2018 at 5:30 P. M. in the City Hall Building at 215 N Broad Street.**

**The City of Monroe Council will be holding a hearing for a zoning action/zoning code text amendment. A public hearing will be held on March 13, 2018 at 6:00 P.M. in the City Hall Building at 215 N Broad Street**

**All those having an interest should be present.**

**Please run on the  
following date:**

**February 4, 2018**



## Called Meeting

### AGENDA

March 6, 2018

**Item:**

1st Reading - Speed Zone Ordinance

**Department:**

**Additional Information:**

**Financial Impact:**

**Budgeted Item:**

**Recommendation / Request:**

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [Speed Zone Ordinance](#)

**AN ORDINANCE OF THE CITY OF MONROE TO ADOPT CERTAIN SPEED ZONE LIMITS FOR THE ROADS OF THE CITY OF MONROE; TO PROVIDE FOR CERTAIN SCHOOL ZONE HOUR RESTRICTIONS TO SPEED LIMITS; TO AUTHORIZE THE USE OF SPEED DETECTION DEVICES WITHIN THE CITY LIMITS OF THE CITY OF MONROE; TO PROVIDE PROCEDURES FOR IMPLEMENTATION AND ENFORCEMENT; AND FOR OTHER PURPOSES**

The Mayor and Council of the City of Monroe, Georgia, hereby ordain as follows:

**Article I**

**Section 1.** Pursuant to OCGA 40-6-183, the City of Monroe hereby establishes the following speed zones on the roads and streets located within the City Limits of the City of Monroe all as more fully detailed and outlined in Exhibit A, attached hereto.

**Section 2.** Said speed zones and speed limits, including the restrictions relating to school zones, are hereby established based on an engineering and traffic investigation as prescribed by OCGA 40-6-183.

**Article II**

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**Article III**

This Ordinance shall take effect upon adoption and execution by the Mayor and Council.

**FIRST READING.** This \_\_\_\_\_ day of March, 2018.

**SECOND READING AND ADOPTED** on this \_\_\_\_\_ day of April, 2018.

**CITY OF MONROE, GEORGIA**

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

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



December 20, 2017

City of Monroe  
Attn: Mayor Greg Thompson  
P. O. Box 1249  
Monroe, Ga. 30655

SUBJECT: Speed Zone Ordinance  
City of Monroe, Walton County

Georgia Department of Transportation has completed the update for the City of Monroe Speed Zone Ordinance.

Two copies of the updated ordinance is enclosed for your review and approval. Once approved, please forward one signed notarized copy of the ordinance to the Gainesville office listed below for further processing. This copy will be maintained for our files and will be forwarded to the Department of Public Safety for their review and approval.

It is the City's responsibility to sign all off-system roadways. Speed limit signs and speed checked by detection device signs have to be in place for thirty (30) days prior to radar use. The attached ordinance will go into effect upon approval from the Department of Public Safety. However, the City **cannot** use any speed detection device until the signing requirements are met.

We appreciate your patience and cooperation in this matter. Should you have questions or require assistance, please contact Shane Giles at (770) 533-8491.

Sincerely,

A handwritten signature in blue ink that reads "Sue Anne Decker".

Sue Anne H. Decker, P.E.  
District Traffic Engineer

SHD: SCG  
Attachments

The City of Monroe is hereby requesting that the following roadways be approved for the use of speed detection devices:

**LIST OF ROADWAYS**  
for  
**CITY OF MONROE**

**ON-SYSTEM**

STATE ROUTE	WITHIN THE CITY/TOWN LIMITS OF and/or School Name	FROM	MILE POINT	TO	MILE POINT	LENGTH IN MILES	SPEED LIMIT
SR 10	<b>MONROE</b>	1373' east of Smith Road (West Monroe City Limits)	08.80	370' east of Cherry Hill Road (East Monroe City Limits)	13.59	04.79	55
SR 10 Business	<b>MONROE</b>	State Route 10	00.00	2077' west of State Route 138	00.44	00.44	45
SR 10 Business	<b>MONROE</b>	2077' west of State Route 138	00.44	100' east of Jackson Street	02.56	02.12	35
SR 10 Business *** SCHOOL ZONE ***	<b>MONROE</b> <b>George Walton Academy</b> <b>SCHOOL DAYS ONLY</b>	575' west of George Walton Academy Drive	00.99	530' east of George Walton Academy Drive	01.20	00.21	30
SR 10 Business	<b>MONROE</b>	100' east of Jackson Street	02.56	67' west of Milledge Avenue	02.80	00.24	30
SR 10 Business	<b>MONROE</b>	67' west of Milledge Avenue	02.80	168' east of Hammond Drive	03.55	00.75	35
SR 10 Business	<b>MONROE</b>	168' east of Hammond Drive	03.55	State Route 10	04.10	00.55	45
SR 11	<b>MONROE</b>	260' north of South Madison Avenue (South Monroe City Limits)	11.35	417' north of South Madison Avenue	11.38	00.03	55
SR 11	<b>MONROE</b>	417' north of South Madison Avenue	11.38	542' south of Walker Drive	11.84	00.46	45
SR 11	<b>MONROE</b>	542' south of Walker Drive	11.84	157' south of Mears Street	12.48	00.64	35
SR 11	<b>MONROE</b>	157' south of Mears Street	12.48	Alcovy Street	12.86	00.38	30
SR 11	<b>MONROE</b>	Alcovy Street	12.86	Walton Street	13.35	00.49	25
SR 11	<b>MONROE</b>	Walton Street	13.35	150' north of Marable Street	13.58	00.23	30
SR 11	<b>MONROE</b>	150' north of Marable Street	13.58	Mayfield Drive	14.05	00.47	35
SR 11	<b>MONROE</b>	Mayfield Drive	14.05	213' north of Charlotte Rowell Blvd (North Monroe City Limits)	15.02	00.97	45

**LIST NUMBER 4490-12-2017**

<b>STATE ROUTE</b>	<b>WITHIN THE CITY/TOWN LIMITS OF <i>and/or</i> School Name</b>	<b>FROM</b>	<b>MILE POINT</b>	<b>TO</b>	<b>MILE POINT</b>	<b>LENGTH IN MILES</b>	<b>SPEED LIMIT</b>
SR 83	<b>MONROE</b>	1390' south of Piedmont Parkway (South Monroe City Limits)	08.19	1291' south of Piedmont Parkway	08.21	00.02	55
SR 83	<b>MONROE</b>	1291' south of Piedmont Parkway	08.21	State Route 10	08.99	00.78	45
SR 138	<b>MONROE</b>	1025' west of Michael Etchinson Road (West Monroe City Limits)	09.30	State Route 10 westbound on/off ramp	10.44	01.14	45

**OFF-SYSTEM**

<b>ROAD NAME</b>	<b>WITHIN THE CITY/TOWN LIMITS OF <i>and/or</i> School Name</b>	<b>FROM</b>	<b>TO</b>	<b>LENGTH IN MILES</b>	<b>SPEED LIMIT</b>
Alcovy Street	<b>Monroe</b>	State Route 11	200' South of Barrett Street	00.41	30
Alcovy Street	<b>Monroe</b>	200' South of Barrett Street	200' North of Oakwood Ridge	01.10	35
Alcovy Street	<b>Monroe</b>	200' North of Oakland Ridge	South Monroe City Limits	00.40	45
Atha Street	<b>Monroe</b>	Madison Avenue	State Route 11	00.39	30
Baker Street	<b>Monroe</b>	Hammond Drive	Southview Drive	00.92	30
Birch Street	<b>Monroe</b>	Marable Street	Cherry Hill Drive	00.46	35
Breedlove Drive	<b>Monroe</b>	State Route 10 Business	Alcovy Street	01.30	35
Bryant Road	<b>Monroe</b>	Marable Street	State Route 10 Business	00.55	30
Carwood Mayfield Drive	<b>Monroe</b>	State Route 10 Business	State Route 11	01.38	35
Cherry Hill Road	<b>Monroe</b>	State Route 10/US 78	2400' West of State Route 10/US 78	00.45	25
Cherry Hill Road	<b>Monroe</b>	2400' West of State Route 10/US 78	Birch Street	00.67	35
Church Street	<b>Monroe</b>	State Route 11	Hammond Drive	00.89	30
Church Street	<b>Monroe</b>	Hammond Drive	Poplar Street	00.40	35
Church Street	<b>Monroe</b>	Poplar Street	East Monroe City Limits	00.50	45
Davis Street	<b>Monroe</b>	State Route 11	Dead End	00.97	30
Fifth Street	<b>Monroe</b>	Madison Avenue	Dead End	00.49	25
Sixth Street	<b>Monroe</b>	State Route 11	Dead End	00.26	25
Glen Iris Drive	<b>Monroe</b>	State Route 10 Business	Marable Street	00.53	30
Hammond Drive	<b>Monroe</b>	State Route 10 Business	Church Street	00.63	35
Highland Avenue	<b>Monroe</b>	State Route 10 Business	Madison Avenue	00.79	25
Madison Avenue	<b>Monroe</b>	Mill Street	South Monroe City Limits	01.13	35

Marable Street	<b>Monroe</b>	State Route 11	400' North of Roosevelt Street	00.73	30
Marable Street	<b>Monroe</b>	400' North of Roosevelt Street	250' South of Walton Road	00.35	35
Marable Street	<b>Monroe</b>	250' South of Walton Road	North Monroe City Limits	00.50	45
McDaniel Street	<b>Monroe</b>	State Route 11	Pinecrest Drive	00.35	30
McDaniel Street	<b>Monroe</b>	Pinecrest Drive	Breedlove Drive	00.70	35
Pannell Road	<b>Monroe</b>	Madison Avenue	Southeast Monroe Street	00.33	35
Pinecrest Drive	<b>Monroe</b>	State Route 10	McDaniel Street	00.48	30
Plaza Drive	<b>Monroe</b>	State Route 10 Business	Mayfield Drive	00.62	30
Poplar Street	<b>Monroe</b>	Church Street	Southeast Monroe City Limits	00.69	35
Vine Street	<b>Monroe</b>	State Route 11	South Monroe City Limits	00.46	35
Walker Drive	<b>Monroe</b>	State Route 11	Alcovy Street	00.85	30
Walton Road	<b>Monroe</b>	Marable Street	North Monroe City Limits	00.74	35

**\*\*\*SCHOOL ZONE HOURS ARE EFFECTIVE\*\*\***

A.M. from 45 minutes prior to commencement time to 15 minutes after commencement time –  
**SCHOOL DAYS ONLY**

P.M. from 15 minutes prior to dismissal time to 45 minutes after dismissal time –  
**SCHOOL DAYS ONLY**

ALL LISTS AND PARTS OF LISTS IN CONFLICT WITH THIS LIST ARE HEREBY REPEALED.

Signature of Governing Authority:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Coucil

Sworn and Subscribed before me  
This \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC



## Called Meeting

### AGENDA

March 6, 2018

**Item:**

Resolution - Georgia Cities Week, April 22 - 28, 2018

**Department:**

**Additional Information:**

**Financial Impact:**

**Budgeted Item:**

**Recommendation / Request:**

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [Georgia Cities Resolution](#)

**GEORGIA CITIES WEEK**  
**April 22-28, 2018**

A RESOLUTION OF THE CITY OF MONROE RECOGNIZING GEORGIA CITIES WEEK, APRIL 22-28, 2018, AND ENCOURAGING ALL CITIZENS TO SUPPORT THE CELEBRATION AND CORRESPONDING ACTIVITIES.

WHEREAS, city government is the closest to most citizens, and the one with the most direct daily impact upon its residents; and

WHEREAS, city government is administered for and by its citizens, and is dependent upon public commitment to and understanding of its many responsibilities; and

WHEREAS, city government officials and employees share the responsibility to pass along their understanding of public services and their benefits; and

WHEREAS, Georgia Cities Week is a very important time to recognize the important role played by city government in our lives; and

WHEREAS, this week offers an important opportunity to spread the word to all the citizens of Georgia that they can shape and influence this branch of government which is closest to the people; and

WHEREAS, the Georgia Municipal Association and its member cities have joined together to teach students and other citizens about municipal government through a variety of different projects and information; and

WHEREAS, Georgia Cities Week offers an important opportunity to convey to all the citizens of Georgia that they can shape and influence government through their civic involvement.

NOW, THEREFORE BE IT RESOLVED THAT THE CITY OF MONROE DECLARES APRIL 22-28, 2018 AS GEORGIA CITIES WEEK.

BE IT FURTHER RESOLVED THAT THE CITY OF MONROE ENCOURAGES ALL CITIZENS, CITY GOVERNMENT OFFICIALS AND EMPLOYEES TO DO EVERYTHING POSSIBLE TO ENSURE THAT THIS WEEK IS RECOGNIZED AND CELEBRATED ACCORDINGLY.

PASSED AND ADOPTED by the City of Monroe, March 13, 2018.

CITY OF MONROE, GEORGIA

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

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



## Called Meeting

### AGENDA

March 6, 2018

**Item:**

Scrivener's Error - Rezone / Annexation - Vine Street

**Department:**

**Additional Information:**

**Financial Impact:**

**Budgeted Item:**

**Recommendation / Request:**

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [Scrivener's Error Info](#)

## December 12, 2018 – Council Meeting Minutes

### Rezone / Annexation – Vine Street

Scrivener's Error on Rezone of Vine Street – To correct error on December 12, 2017 Council Minutes, removing the recommended condition of 8 foot on center evergreens that are a minimum of 20 gallons with berm behind rear facing lots on Vine Street from the motion; and restating the 45 feet of non-buildable bermed buffer along Vine Street condition of the motion.

## 2. Public Hearing

### a. Rezone / Annexation – Vine Street

To approve the rezone with the recommended conditions: a minimum square footage of 1,700 for a 1-story home; a minimum square footage of 2,000 for a 2-story home; playground; junior Olympic size pool with cabana and restrooms; a minimum lot size of 8,500 square feet; brick and stone accent on the front of homes with the balance of home to be fiber cement siding at minimum; ~~8 foot on center evergreens that are a minimum of 20 gallons with berm behind rear facing lots on Vine Street~~; 45 feet of non-buildable ~~bermed~~ buffer along Vine Street; all the grassed areas shall be sodded; and two trees per lot of a two-inch caliper deciduous installed or preserved.

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

To grant the annexation.

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



## Called Meeting

### AGENDA

March 6, 2018

**Item:**

Rezone - 406 East Spring Street

**Department:**

**Additional Information:**

**Financial Impact:**

**Budgeted Item:**

**Recommendation / Request:**

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [Request for Rezone](#)



**To:** City Council  
**From:** Patrick Kelley  
**Department:** Planning, Zoning and Code  
**Date:** 02-13-18  
**Description:** REZONE FROM M-1 TO B-3 .26 Acres located at 406 E. Spring St.

---

**Budget Account/Project Name:** NA

**Funding Source:** 2017 NA

**Budget Allocation:** NA

**Budget Available:** NA

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

---

**Recommendation:** *Approve*

**Background:** This property has restricted uses as presently zoned and is only M-1 due to original zoning designation. The Zoning code intends that these in town M-1 Parcels be allowed more flexible zoning uses and a rezone would accomplish that for any future redevelopment. The current plan is for mixed use commercial first floor and lofts above.

**Attachment(s):**

See file attached below.

January 12, 2018

**Petition Number:** 18-00017  
**Applicant:** Peter T McReynolds  
**Location:** 406 East Spring Street  
**Proposed Zoning:** B-3  
**Existing Zoning:** M-1  
**Acreage:** Total acreage .26 AC  
**Proposed Use:** Commercial

**CODE ENFORCEMENT STAFF RECOMMENDATION**

Approve  
 Deny  
 Approve with recommended conditions

- (a) The applicant, Peter T McReynolds request a rezone for property located at 406 East Spring Street. The project has 80 ft of road frontage on East Spring Street. The property consists of .26 ACS. The recommendation of the Code Department is for Approval.
- (b) The Property is presently zoned M-1
- (c) The requested zoning classification is B-3
- (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 Public/Institutional.

Recommended conditions:

# RE-ZONING REQUEST ALL TYPES



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

PERMIT NUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
18-00017	01/11/2018	\$ 0.00	\$ 200.00	adkinson

NAME + ADDRESS	LOCATION	406 E Spring St Monroe, GA 30655	USEZONE	M-1	FLOODZONE	Yes
			PN	M0014-132-000		
	CONTRACTOR	Peter T McReynolds	SUBDIVISION	CORRIDOR DESIGN OVERLAY DISTRICT		
			LOT			
			BLOCK	0		
			UTILITIES...			
			Electric			
			Sewer			
			Gas			
	OWNER	Peter T McReynolds (770 316 2497)	PROJECTID#	406ESpringSt-180111-1		
		EXPIRATIONDATE:	06/11/2018			

## CHARACTERISTICS OF WORK

DESCRIPTION OF WORK	DIMENSIONS	#STORIES
REQUEST FOR REZONE FROM M-1 TO B-3, P&Z MTG 2/20/18 @5:30 PM AND COUNCIL MTG 3/13/18 @ 6:00 PM 215 N BROAD STREET	SQUAREFOOTAGE	Sq. Ft.
NATURE OF WORK		#UNITS
Other	SINGLE FAMILY ONLY	
CENSUS REPORT CODE		#BATHROOMS
101 - * Single Family Attached/Detached		#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

1-11-18  
 Date

## MANAGE YOUR PERMIT ONLINE

WEB ADDRESS	PERMIT NUMBER	PERMIT PIN
<a href="http://BuildingDepartment.com/project">http://BuildingDepartment.com/project</a>	18-00017	55581

REZONE/ANNEXATION APPLICATION FORM

PERMIT NUMBER \_\_\_\_\_

- I. LOCATION Monroe  
COUNCIL DISTRICT 4  
MAPNUMBER 16575  
PARCEL NUMBER MD140-132
- II. PRESENT ZONING M1 REQUESTED ZONING B3 with Loft
- III. ACREAGE .26 PROPOSED USE office/Retail with Loft apartment
- IV. OWNER OF RECORD Peter T. McReynolds  
ADDRESS 406 E. Spring St.  
PHONE NUMBER 770-316-2497

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  
1) Laundromat - B3; 2) Daycare - B3; 3) Service Station - B3;  
4) Mix Office/Retail - M1; 5) Photography Studio - B3; 6) Ins. Agency - B3
  2. Description of the extent to which the property value of the subject property is diminished by the existing zoning district classification Property uses are more limited resulting in decreased interest by potential tenants and/or buyers.
  3. The existing value of the property contained in the petition for rezoning under the existing zoning classification \$55,000.- tax appraised value
  4. The value of the property contained in the application for rezoning under the proposed zoning Classification with buildout of Loft a minimum of \$150,000 value.
  5. A description of the suitability of the subject property under the existing zoning classification  
Not suitable due to smaller lot and square feet of building.
  6. A description of the suitability of the subject property under the proposed zoning classification of the property It would bring property in line with neighboring parcels and uses.

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 One frame/brick building just under 1,400 sq. ft. Building has been used by previous owners for different businesses including medical and retail.
8. The length of time the property has been vacant or unused as currently zoned Vacant since summer of 2016
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 Property was advertised for rent for the six month period prior to this application without success of securing a qualified tenant.

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**

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) *[Signature]*  
Address PO BOX 207, Marioc GA 30655  
Phone Number 770-316-2497

Attorney/Agent (signature) \_\_\_\_\_  
Address \_\_\_\_\_  
Phone Number \_\_\_\_\_

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

Delores Chambers (Notary Public)      1-12-18 (Date)

My Commission Expires 7-01-2018



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 \_\_\_\_\_ to \_\_\_\_\_ located at \_\_\_\_\_, containing \_\_\_\_\_ acre(s), property owner being \_\_\_\_\_ filed on \_\_\_\_\_.

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-I 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.



<b>LOCATION</b>	
Property Address	406 E Spring St Monroe, GA 30655-2350
Subdivision	Garden Springs Comm
County	Walton County, GA
<b>PROPERTY SUMMARY</b>	
Property Type	Commercial
Land Use	Commercial Lot
Improvement Type	Store Retail
Square Feet	1360
<b>GENERAL PARCEL INFORMATION</b>	
Parcel ID/Tax ID	M0140-132
Alternate Parcel ID	16575
Account Number	
District/Ward	01
2010 Census Trct/Blk	1103/3
Assessor Roll Year	2017



<b>CURRENT OWNER</b>	
Name	McReynolds Peter T
Mailing Address	336 N Madison Ave Monroe, GA 30655-2326

**SALES HISTORY THROUGH 12/16/2017**

Date	Amount	Buyer/Owners	Buyer/Owners 2	Instrument	No. Parcels	Book/Page Or Document#
11/17/2016	\$58,500	McReynolds Peter T		Fair Market - Improved		3992/455
12/5/2014	\$40,000	Sorrow G Reginald Jr		Fair Market - Improved		3721/319
7/26/2011	\$20,000	Murray E Kenneth Sr		No Use Purchase From Bank (Improved)		3277/476
4/5/2011	\$80,917	Lmiw Vii LLC		Unqualified - Improved		3271/107
12/14/2006	\$120,000	Knick Jimmy I		Fair Market - Improved		2622/364
11/10/2005		Connelly Rhonda Fka		Unqualified - Improved	3	2339/462
10/6/2005	\$16,331	Connelly Rhonda Fka		Unqualified - Improved	3	2316/84
5/26/1992	\$16,331	Mathews Rhonda Lee		Unqualified - Improved		408/22

**TAX ASSESSMENT**

Appraisal	Amount	Assessment	Amount
Appraisal Year	2017	Assessment Year	2017
Appraised Land	\$28,200	Assessed Land	\$11,280
Appraised Improvements	\$26,800	Assessed Improvements	\$10,720
Total Tax Appraisal	\$55,000	Total Assessment	\$22,000
		Exempt Amount	
		Exempt Reason	

**TAXES**

Tax Year	City Taxes	County Taxes	Total Taxes
2017			\$878.37
2016			\$584.03
2015			\$473.82
2014			\$488.25
2012			\$279.98

**MORTGAGE HISTORY**

Date	Loan Amount	Borrower	Lender	Book/Page or Document#	Assignments/ Releases
11/17/2016	46,800	McReynolds Peter T	Liberty First Bank	3992/457	
12/05/2014	32,000	Sorrow G Reginald Jr	Murray E Kenneth Senior	3721/320	
12/14/2006	100,000	Knick Jimmy I	Regions Bank	2622/365	

**FORECLOSURE HISTORY**

Filing Date	Auction Date	Defendant(s)	Plaintiff	Foreclosure Type	Case Number	Book/Page or Document#
03/09/2011	04/05/2011	Jimmy I Knick	Regions Bank	Foreclosure		

**PROPERTY CHARACTERISTICS: BUILDING**

<b>Building # 1</b>						
Type	Store Retail	Condition			Units	
Year Built	1920	Effective Year	1977		Stories	
BRs		Baths	F H		Rooms	
Total Sq. Ft.	1,360					
Building Square Feet (Living Space)						
- CONSTRUCTION						
Quality						
Shape				Roof Framing		Wood Frame W/Decking
Partitions				Roof Cover Deck		Asphalt Shingle
Common Wall				Cabinet Millwork		
Foundation	Concrete Wall Or Masonry			Floor Finish		Pine
Floor System	Wood Joists & Subfloor			Interior Finish		Plaster
Exterior Wall	Brick On Masonary			Air Conditioning		Ch A/C
Structural Framing	Wood			Heat Type		Ch A/C
Fireplace				Bathroom Tile		
- OTHER				Plumbing Fixtures		
Occupancy						
				Building Data Source		

**PROPERTY CHARACTERISTICS: EXTRA FEATURES**

Feature	Size or Description	Year Built	Condition
Plumb - Single Fix	8	1920	
Insulation - Clg-Roof	1	1920	
Insulation - Wall	1	1920	
Add Fin Ac	184	1920	
Open Porch	72	1920	

Paving-Asph

4000

1990

PROPERTY CHARACTERISTICS: LOT

<b>Land Use</b>	Commercial Lot	<b>Lot Dimensions</b>	
<b>Block/Lot</b>	/406	<b>Lot Square Feet</b>	11,326
<b>Latitude/Longitude</b>	33.795161°/-83.709394°	<b>Acreage</b>	0.26

PROPERTY CHARACTERISTICS: UTILITIES/AREA

<b>Gas Source</b>	Pipe Gas	<b>Road Type</b>	State Paved
<b>Electric Source</b>	Electricity	<b>Topography</b>	Level
<b>Water Source</b>	Public	<b>District Trend</b>	
<b>Sewer Source</b>	Public Sewer	<b>Special School District 1</b>	
<b>Zoning Code</b>	M1	<b>Special School District 2</b>	
<b>Owner Type</b>			

LEGAL DESCRIPTION

<b>Subdivision</b>	Garden Springs Comm	<b>Plat Book/Page</b>	12/216
<b>Block/Lot</b>	/406	<b>District/Ward</b>	01
<b>Description</b>	Comm/Lot (406 E Spring) Landlot: 65 Landdist: 3		

FLOOD ZONE INFORMATION

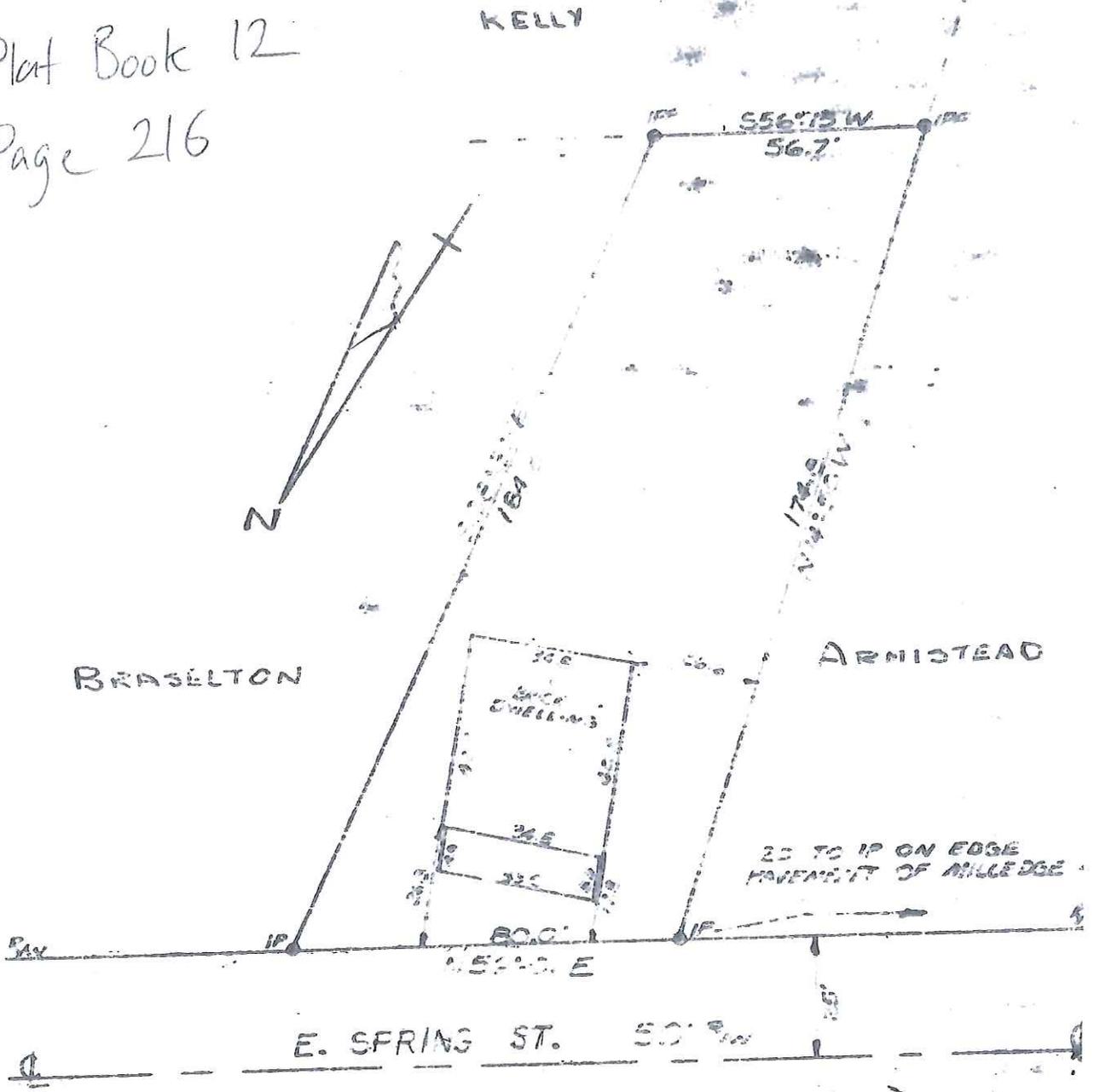
Zone Code	Flood Risk	BFE	Description	FIRM Panel ID	FIRM Panel Eff. Date
X	Minimal		Area of minimal flood hazard, usually depicted on FIRMs as above the 500-year flood level.	13297C0137E	12/08/2016

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Information Deemed Reliable But Not Guaranteed.

**406 E. Spring Street  
Legal Description**

All that tract or parcel of land, together with all improvements thereon situate, lying and being in the State of Georgia, County of Walton, City of Monroe, located on the Southeast side of East Spring Street and being more particularly described according to plat and survey by Wm. J. Gregg, Sr., Surveyor, dated August 11, 1965, and recorded in Plat Book 12, Page 216, Clerk's Office, Walton Superior Court, reference to which record is hereby made for a more complete description.

Plat Book 12  
Page 216



Mildred M. & J. Roman Cutshaw  
PROPERTY OF  
LOCATED IN MONROE,  
MILTON COUNTY, GEORGIA  
SURVEYED BY W. J. GREGG, SR.



SCALE: 1"=30'

AUG. 11, 1965

Open Concept Loft  
20' x 30'



**NOTICE TO THE PUBLIC  
CITY OF MONROE**

**A petition has been filed with the  
City of Monroe requesting the  
property at 406 East Spring Street,  
to be rezoned from M-1 to B-3  
A public hearing will be held before  
the Monroe Planning and Zoning  
Commission at City Hall Auditorium at  
215 N. Broad Street on February 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 406 East Spring Street  
to be rezoned from M-1 to B-3  
A public hearing will be held before  
The Mayor and City Council  
at the City Hall Auditorium at  
215 N. Broad Street on March 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:**

**February 4, 2018**



## Called Meeting

### AGENDA

March 6, 2018

**Item:**

Rezone - 1020 North Broad Street

**Department:**

**Additional Information:**

**Financial Impact:**

**Budgeted Item:**

**Recommendation / Request:**

Viewing Attachments Requires Adobe Acrobat. [Click here](#) to download.

Attachments / click to download

 [Request for Rezone](#)



**To:** City Council  
**From:** Patrick Kelley  
**Department:** Planning, Zoning and Code  
**Date:** 02-12-18  
**Description:** Rezone of property located at 1020 N. Broad St. Applicant ATF Enterprises, LLC

---

**Budget Account/Project Name:** NA

**Funding Source:** 2017 NA

**Budget Allocation:** NA

**Budget Available:** NA

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

---

**Recommendation:** Approve

**Background:** This property fronts on Highway 11 / N. Broad St. and is currently zoned B-2. Since it is on the highway it is more appropriate to be B-3 zoning which allows more highway adjacent uses.

**Attachment(s):**

See information below.

**January 19, 2018**

**Petition Number:** 18-00020  
**Applicant:** ATF Enterprises LLC  
**Location:** 1020 North Broad Street  
**Proposed Zoning:** B-3  
**Existing Zoning:** B-2  
**Acreeage:** Total acreage 1.18 AC  
**Proposed Use:** Commercial

**CODE ENFORCEMENT STAFF RECOMMENDATION**

Approve  
 Deny  
 Approve with recommended conditions

- (a) The applicant, Syed Farrukh with ATF Enterprises, LLC request a rezone for property located at 1020 North Broad Street. The project has 147.71 ft of road frontage on North Broad Street. The property consists of 1.18 ACS. The recommendation of the Code Department is for Approval.
- (b) The Property is presently zoned B-2
- (c) The requested zoning classification is B-3
- (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

PERMIT NUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
18-00020	01/19/2018	\$ 0.00	\$ 200.00	adkinson

NAME + ADDRESS	LOCATION	1020 N Broad St Monroe, GA 30656	USEZONE	R-1A-C	FLOODZONE	
			PIN	M0005-043-B00		
	CONTRACTOR	ATF ENTERPRISE LLC	SUBDIVISION	CORRIDOR DESIGN OVERLAY DISTRICT		
			LOT			
			BLOCK			
		4285 EDDIE BYRD Ln Loganville GA 30052	UTILITIES...			
			Electric			
			Sewer			
			Gas			
	OWNER	ATF ENTERPRISE LLC, 678 910 3207	PROJECTID#	1020NBroadSt-180119		
			-1			
	4285 EDDIE BYRD Ln Loganville GA 30052	EXPIRATIONDATE:	06/19/2018			

## CHARACTERISTICS OF WORK

### DESCRIPTION OF WORK

REQUEST FOR REZONE FROM B-2 TO B-3 -  
 P & Z MTG 2/20/18 @ 5:30 PM- COUNCIL  
 MTG 3/13/18 @ 6:00 PM 215 N BROAD  
 STREET

### NATURE OF WORK

Other

### CENSUS REPORT CODE

875 - \* Re-Zoning Request

### DIMENSIONS

SQUARE FOOTAGE	#STORIES	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

1-19-18  
 Date

## MANAGE YOUR PERMIT ONLINE

### WEB ADDRESS

<http://BuildingDepartment.com/project>

### PERMIT NUMBER

18-00020

### PERMIT PIN

55590

REZONE/ANNEXATION APPLICATION FORM

PERMIT NUMBER \_\_\_\_\_

- I. LOCATION MONROE  
COUNCIL DISTRICT 2 & 7  
MAPNUMBER M 5  
PARCEL NUMBER 43 B
- II. PRESENT ZONING B-2 REQUESTED ZONING B-3
- III. ACREAGE 1.18 ac PROPOSED USE Commercial
- IV. OWNER OF RECORD ATF Enterprise LLL (Syed Farrukh)  
ADDRESS 1020 NORTH BROAD STREET HWY 11, MONROE, GA 30655  
PHONE NUMBER 706 284 0602

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  
COMMERCIAL (VACANT)
  2. Description of the extent to which the property value of the subject property is diminished by the existing zoning district classification B2 is more restrictive
  3. The existing value of the property contained in the petition for rezoning under the existing zoning classification \$ 77,000
  4. The value of the property contained in the application for rezoning under the proposed zoning Classification \$ 80,000
  5. A description of the suitability of the subject property under the existing zoning classification  
B2 offers suitabilities but B3 offers more opportunities for the future
  6. A description of the suitability of the subject property under the proposed zoning classification of the property B2 restricts opportunity as B3 includes/offers

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
8. The length of time the property has been vacant or unused as currently zoned 4 years 1 month
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 None

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**

Refer to exhibit A

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) ATF Enterprises Syed Farrukh  
Address 4285 EDNE BYRD LN LOGANVILLE GA 30052  
Phone Number 706 284-0602

Attorney/Agent (signature) \_\_\_\_\_  
Address \_\_\_\_\_  
Phone Number \_\_\_\_\_

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

Deborah M Adkinson (Notary Public)      1-19-18 (Date)

My Commission Expires Sept 8, 2020



**PETITION REQUESTING ANNEXATION  
CITY OF MONROE, GEORGIA**

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

TO THE HONORABLE CITY COUNCIL OF THE CITY OF MONROE, GEORGIA

1. The undersigned, as owner of all real property of the described herein, respectfully request that the City Council annex this territory to the City of Monroe, Georgia, and extend the City boundaries to include the same.
  
2. The territory to be annexed abuts the existing boundary of Monroe, Georgia, and the description of such territory area is as follows:

Address/Location of Property: \_\_\_\_\_  
\_\_\_\_\_

Tax Map Number: \_\_\_\_\_

See Attached Legal Description and Boundary Survey.

3. It is requested that this territory to be annexed shall be zoned \_\_\_\_\_ for the following reasons: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

WHEREFORE, the Petitioners pray that the City Council of the City of Monroe, Georgia, pursuant to the provisions of the Acts of the General Assembly of the State of Georgia, Georgia Laws, do by proper ordinance annex said property to the City Limits of the City of Monroe, Georgia.

Respectfully Submitted,

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Owners Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



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.



Exhibit 'A'

After recording return to  
DICKINSON & WILLIS, LLC  
ATTORNEYS AT LAW  
338 NORTH BROAD STREET  
MONROE, GEORGIA 30655  
FILE # 13-252

Deed Doc: WD Rec#: 222205  
**Recorded 10/08/2013 09:42AM**  
Georgia Transfer Tax Paid : \$75.00  
KATHY K. TROST  
Clerk Superior Court, WALTON County, GA  
Bk 03595 Pg 0382

space above line for recording

**WARRANTY DEED**

STATE OF GEORGIA  
COUNTY OF WALTON

THIS INDENTURE, Made the 1<sup>st</sup> day of October in the year two thousand and thirteen, between **BANK OF MADISON** a Georgia Banking Corporation, as party or parties of the first part, hereinafter called "Grantors," and **ATF ENTERPRISE, LLC**, a Georgia Limited Liability Company, as party or parties of the second part, hereinafter called "Grantee" (the words "Grantors" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that: Grantors for and in consideration of the sum of Ten (\$ 10.00) Dollars and other valuable considerations in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee:

All that tract or parcel of land lying and being in Land Lot 62, 3<sup>rd</sup> Land District, Walton County, Georgia, fronting on the northeastern side of Georgia Highway 11, being shown as Tract 3 containing One and 18/100ths (1.18) acres, more or less, and being more particularly shown on a plat of survey prepared by Gerald T. Batchelor, RLS No. 2238, dated May 18, 2005, recorded in Plat Book 96, Page 160, Clerk's Office, Walton County Superior Court, said plat being incorporated herein by reference.

TO HAVE AND TO HOLD the said tract or parcel of land, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee forever in FEE SIMPLE.

AND THE SAID Grantors will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons whosoever.

IN WITNESS WHEREOF, the Grantors have signed and sealed this deed, the day and year above written.

Signed, sealed and delivered in presence of:

*Raphae J Jordan*  
Witness

BANK OF MADISON  
BY: *H. Vinson Delaigle*  
H. Vinson Delaigle, Sr. Vice President

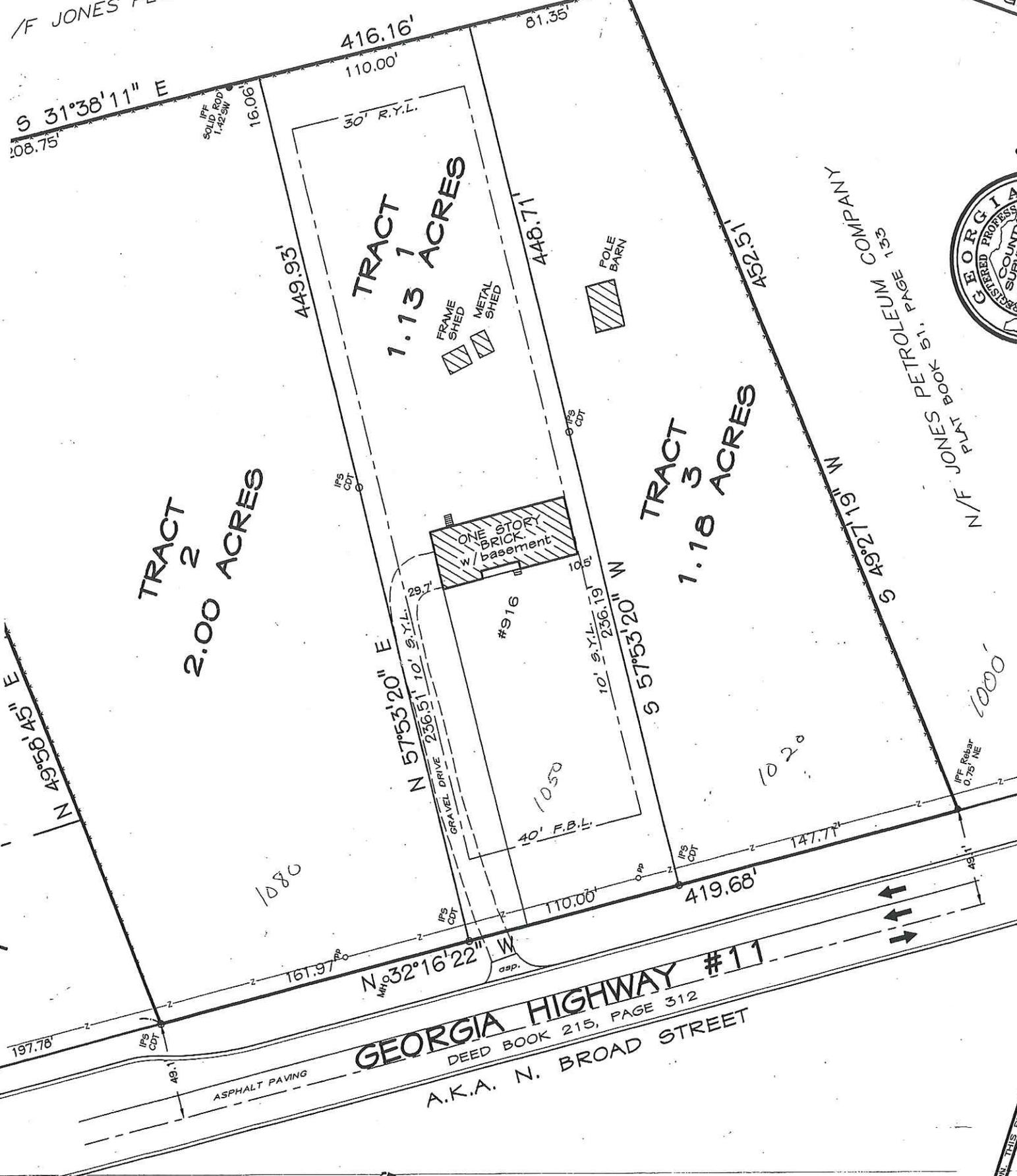


SEAL AFFIXED

SEAL AFFIXED

/F JONES PETROLEUM

PARED T



JONES PETROLEUM COMPANY  
 PLAT BOOK 151, PAGE 151  
 N/F JONES PETROLEUM COMPANY

FOR RECORDING  
 Bell  
 05

ING  
 O COMPLY  
 ROE, GEORGIA  
 THE SUPERIOR

OR ENTRY NAMED HEREON. THIS PLAT

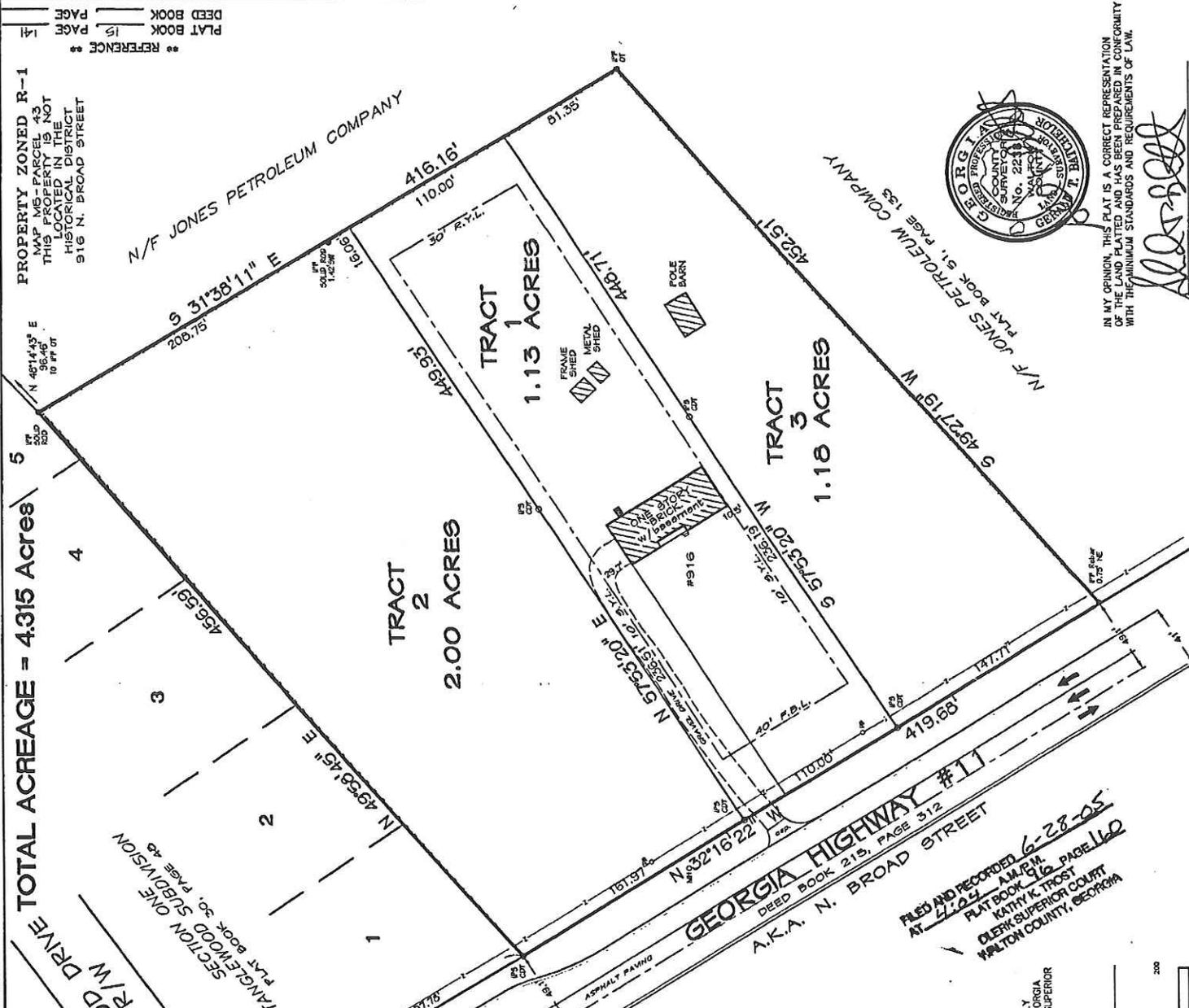
PROPERTY ZONED R-1  
 MAP M5-PARCEL 43  
 THIS PROPERTY IS NOT  
 LOCATED IN THE  
 HISTORICAL DISTRICT  
 916 N. BROAD STREET

DILLS, JONES & ASSOC.  
 P.O. BOX 1618  
 LOGANVILLE, GEORGIA 30662  
 4826 HWY. #81  
 Ph. (770) 466-8875

APPROVED:	G.T.B.
DATE:	5/18/05
DRAWN:	G.T.B.
DISC:	7802-05
PLOTTED:	E.E.A.
REVISIONS:	D.J.A.
DATE:	
REVISION:	

PLAT OF SURVEY PREPARED FOR  
**A. FRANK SMITH**  
 LOCATED IN THE CITY OF MONROE  
 WALTON COUNTY, GEORGIA

JOB No. 1802-05



TOTAL ACREAGE = 4.315 Acres

SECTION ONE  
 TANGLEWOOD SUBDIVISION  
 PLAT BOOK 30, PAGE 48

SECTION TWO  
 TANGLEWOOD DRIVE  
 50' R/W

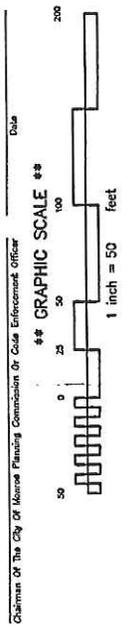
\*\* FLOOD STATEMENT \*\*  
 I HAVE THIS DATE EXAMINED THE "F"  
 OFFICIAL FLOOD HAZARD MAP, AND FOUND  
 REFERENCED PARCEL IS NOT IN AN AREA  
 OF FLOOD HAZARD.  
 MAP #128700003 B : FEB. 16, 1990.

- \*\* LEGEND \*\*
- 1" IRON PIN SET
  - 1" CONC. MONUMENT FOUND
  - MONUMENT
  - FENCE CORNER
  - PC
  - DT
  - CT
  - CRIMP TOP
  - REINFORCING BAR
  - METAL FENCE POST
  - CENTRAL LINE
  - RIGH-OF-WAY
  - POWER POLE
  - SERVICE POLE
  - BUILDING BEGINNING
  - FRONT BUILDING LINE
  - REAR BUILDING LINE
  - SIDE YARD LINE
  - RADIUS
  - CHORD

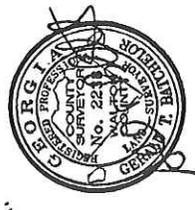
APPROVED FOR RECORDING  
*[Signature]*  
 5-24-05

\*\* GENERAL NOTES \*\*  
 A Nikon D70-420G TOTAL STATION AND HP-4800(S) DATA COLLECTOR WERE  
 USED TO GATHER THE INFORMATION USED IN THE PREPARATION OF THIS PLAT.  
 THIS INFORMATION WAS CALCULATED FOR CLOSURE BY LATITUDES  
 AND DEPARTURES AND FOUND TO HAVE CLOSED THE FIRST SQUARE METHOD.  
 THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND HAS BEEN FOUND TO  
 HAVE A PRECISION OF CLOSURE IN EXCESS OF 1" IN 100,000'.  
 NO STATE PLANE COORDINATE MONUMENT WAS FOUND WITHIN 500'  
 BRIGHT-OF-WAYS ARE BASED ON CENTERLINES OF EXISTING PATHS OF TRAVEL.  
 UNLESS NOTED OTHERWISE.  
 ALL MATTERS PERTAINING TO TITLE ARE EXCEPTED.

CERTIFICATE FOR APPROVAL FOR RECORDING  
 I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREIN HAS BEEN FOUND TO COMPLY  
 WITH THE ZONING ORDINANCE AND DEVELOPMENT REGULATIONS OF THE CITY OF MONROE, GEORGIA,  
 AND THAT IT IS HEREBY APPROVED FOR RECORDING IN THE OFFICE OF THE CLERK OF THE SUPERIOR  
 COURT OF WALTON COUNTY, GEORGIA.



FILED AND RECORDED 6-28-05  
 AT 4:24 A.M. P.M.  
 KATHY K. TROST  
 CLERK SUPERIOR COURT  
 WALTON COUNTY, GEORGIA



IN MY OPINION, THIS PLAT IS A CORRECT REPRESENTATION  
 OF THE LAND PLATTED AND HAS BEEN PREPARED IN CONFORMITY  
 WITH THE MINIMUM STANDARDS AND REQUIREMENTS OF LAW.

*[Signature]*  
 GERALD T. BATCHELOR, #2231

THIS PLAT WAS PREPARED FOR THE EXCLUSIVE USE OF THE PERSON, POSSESSOR, OR ENTITY NAMED HEREON. THE PLAT BOOK DOES NOT EXTEND TO ANY UNNAMED PERSON, PERSONS, OR ENTITY WITHOUT EXPRESS REPRODUCTION BY THE SURVEYOR NAMED SAID PERSON, PERSONS, OR ENTITY.



Date: 1-18-18

In Re: Utilities

To Whom It May Concern:

The City of Monroe offers electricity, natural gas, water, wastewater, cable television, telephone, and internet services.

The utilities checked below are available at 1030 GA Hwy 11 N in the City of Monroe, Georgia.

- ELECTRICITY
- NATURAL GAS
- WATER
- WASTEWATER
- CABLE TV
- TELEPHONE
- INTERNET

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

*Aliane*  
City of Monroe

**NOTICE TO THE PUBLIC  
CITY OF MONROE**

**A petition has been filed with the  
City of Monroe requesting the  
property at 1020 North Broad Street to  
be rezoned from B-2 to B-3**

**A public hearing will be held before  
the Monroe Planning and Zoning  
Commission at City Hall Auditorium at  
215 N. Broad Street on February 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 1020 North Broad Street to  
be rezoned from B-2 to B-3**

**A public hearing will be held before  
The Mayor and City Council  
at the City Hall Auditorium at  
215 N. Broad Street on March 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:**

**February 4, 2018**