



**CITY OF WALNUT GROVE**  
**June 12, 2025 6:00 PM**  
**1021 PARK STREET MUNICIPAL BUILDING**  
**Called Council Meeting**  
**Agenda**

- I. Call to Order**
- II. Invocation**
- III. Pledge of Allegiance**
- IV. Roll Call**
- V. Agenda Approval**
- VI. Consent Agenda**
  1. Minutes
    - a. May 8, 2025
    - b. May 29, 2025
  2. Financials
    - a. July 1, 2024 – May 30, 2025
  3. Invoices Over \$5,000
    - a. Sunbelt Asphalt Surfaces, Inc., \$240,237.76 (Emerald Cove Repair/Repaving)
    - b. Peach State Construction Co., \$165,767.00 (Magnolia Springs Stormwater Culvert Repair/Replacement w/change order)
- VII. Committee Reports**
  1. DDA – Rachel Davis
- VIII. Planning & Zoning Commission – Joe Walter**
- IX. Library Report – Dana Segar**
- X. Public Comment**

**XI. Old Business**

1. FY2026 Budget Approval

**XII. New Business**

1. Budget Resolution 2025-03

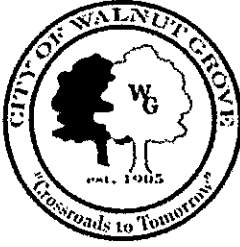
**XIII. Reports**

1. Public Works – Presented by Joe Morris
2. City Clerk – Presented by Lynn Heard
3. Code Enforcement
4. Mayor

**XIV. Town Hall**

**XV. Council Comments**

**XVI. Adjourn**



**CITY OF WALNUT GROVE**  
**May 8, 2025 6:00 PM**  
**1021 PARK STREET MUNICIPAL BUILDING**  
**Council Meeting**  
**Summary Minutes**

- I. Call to Order** - Mayor Moncrief called the meeting to order at 6:00 pm
- II. Invocation**– Given by Tony Powell
- III. Pledge of Allegiance**- The pledge was said by all in attendance
- IV. Roll Call** - Present: Mayor Stephanie Moncrief, Mayor Pro Tem Erica Miles, Council Member Maxine McClanahan, Council Member Rachel Davis, Council Member Linda Pilgrim, Attorney Tony Powell, City Administrator Joe Morris, City Clerk Lynn Heard
- V. Presentation:** Principal Lyndsey Allen, Walnut Grove High School
- VI. Agenda Approval** – Council Member Maxine McClanahan motioned to approve the agenda. Mayor Pro Tem Erica Miles seconded. Motion carried unanimously.
- VII. Consent Agenda** - Mayor Pro Tem Erica Miles motioned to approve the agenda. Council Member Rachel Davis seconded. Motion carried unanimously.
  1. Minutes
    - a. April 3, 2025
    - b. April 24, 2025
  2. Financials
    - a. July 1, 2024 – April 30, 2025
  3. Invoices Over \$5,000
    - a. Emerald Cove Paving Project - \$240,237.76
- VIII. Committee Reports**
  1. DDA – Rachel Davis – No report
- IX. Planning & Zoning Commission** – Joe Walter

**X. Library Report – Dana Segar**

**XI. Public Comment – No comments**

**XII. Old Business**

1. Presentation: Aaron Wadley, LNCO: Magnolia Springs Stormwater Repair – Change Order
2. Vote: Church at the Grove Variance Request - CASE #WGV-25-01: SCB Construction Group, on behalf of Church at the Grove, has filed a variance application with the City of Walnut Grove requesting a variance from Section 911.D.9.D. (Downtown Overlay District Architectural Details) of the Walnut Grove Zoning Ordinance. The subject property is located at 1070 Walnut Grove Parkway (Parcel #WG010027) and contains 15.85 acres. The applicant requests a variance for alternate building exterior materials and also for increased height for glass storefront windows for a proposed new church building. Council Member Rachel Davis motioned to approve the variance request. Mayor Pro Tem Erica Miles seconded. Motion carried unanimously.
3. Vote: Stonehaven Site Plan Approval - Council Member Maxine McClanahan motioned to approve the Stone Haven site plans as stated by Joe including the amenities. Mayor Pro Tem Erica Miles seconded. Motion carried unanimously.
4. Ordinance 2023-03 – Article XII (“Signs”) of the city zoning ordinance

**XIII. New Business**

1. Vote: Ballot for 2025-2026 Election of GMA’s District 5 Officers – Council Member Rachel Davis motioned to approve the ballot. Council Member Maxine McClanahan seconded. Motion carried unanimously.
2. Presentation: Aaron Wadley, LNCO: Paving Update & Review
3. Discussion/Presentation: 2025 Fiscal Budget – Budget was not presented. It will be discussed at the next Council Meeting.
4. Vote: Acceptance of soil from Walnut Grove Public Library - Council Member Rachel Davis motioned to approve the ballot. Mayor Pro Tem Erica Miles seconded. Motion carried unanimously.

**XIV. Reports**

1. Public Works – Presented by Joe Morris
2. City Clerk – Presented by Lynn Heard
3. Code Enforcement – No report
4. Mayor

**XV. Town Hall** -- No comments

**XVI. Council Comments**

**XVII. Adjourn** - Mayor Moncrief asked for a motion to adjourn the meeting. Council Member Rachel Davis motioned to approve. Mayor Pro Tem Erica Miles seconded.

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**Lynn Heard, City Clerk**                      **Date**

\_\_\_\_\_  
**Stephanie Moncrief, Mayor**                      **Date**

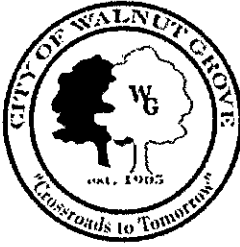
**COUNCIL MEMBERS:**

\_\_\_\_\_  
**Erica Miles, Mayor Pro Tem**                      **Date**

\_\_\_\_\_  
**Linda Pilgrim**                                      **Date**

\_\_\_\_\_  
**Rachel Davis**                                      **Date**

\_\_\_\_\_  
**Maxine McClanahan**                              **Date**



**CITY OF WALNUT GROVE**  
**May 29, 2025 6:00 PM**  
**1021 PARK STREET MUNICIPAL BUILDING**  
**Council Work Session**  
**Summary Minutes**

- I. Call to Order** – Mayor Moncrief called the meeting to order at 6:00 pm
- II. Invocation** – Given by Jay Crowley
- III. Pledge of Allegiance** – The pledge was said by all in attendance
- IV. Roll Call** - Present: Mayor Stephanie Moncrief, Mayor Pro Tem Erica Miles, Council Member Maxine McClanahan, Council Member Rachel Davis, Council Member Linda Pilgrim, City Administrator Joe Morris, City Clerk Lynn Heard, Attorney Jay Crowley
- V. Presentation:** Marilyn Hall from Hall Consulting – Envision Walnut Grove
- VI. Agenda Approval** - Council Member Maxine McClanahan motioned to approve the agenda. Mayor Pro Tem Erica Miles seconded. Motion carried unanimously.
- VII. Old Business**
- VIII. New Business**
  1. City of Walnut Grove FY2026 Proposed Budget
  2. Discussion: LNCO Paving schedule
  3. Request for proposals: City Hall exterior/interior paint
  4. Discussion: Justice One Contract
- IX. Public Comments**
- X. Adjourn** - Mayor Moncrief asked for a motion to adjourn the meeting. Council Member Rachel Davis motioned to approve. Mayor Pro Tem Erica Miles seconded. Motion carried unanimously.

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**Lynn Heard, City Clerk**                      **Date**

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**Stephanie Moncrief, Mayor**                      **Date**

**COUNCIL MEMBERS:**

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**Erica Miles, Mayor Pro Tem**                      **Date**

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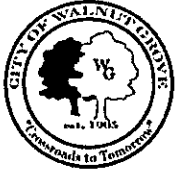
**Linda Pilgrim**                                      **Date**

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**Rachel Davis**                                      **Date**

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**Maxine McClanahan**                      **Date**



# City of Walnut Grove

## Budget vs. Actuals: FY25 Budget by Department - FY25 P&L Classes

July 2024 - May 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Income</b>				
31.1000 General Property Taxes (25)	373,060.39	334,583.37	38,477.02	111.50 %
31.1310 Motor Vehicle (25)	1,507.20	1,375.00	132.20	109.61 %
31.1315 Motor Vehicle Ad Valorem Tax Fee (TAVT) (25)	58,127.30	45,833.37	12,293.93	126.82 %
31.1340 Intangible Tax (Recording) (25)	5,207.35	3,300.00	1,907.35	157.80 %
31.1600 Real Estate Transfer Tax	2,288.17		2,288.17	
31.1700 Franchise Taxes				
31.1710 Franchise Tax - Electric (25)	82,031.92	75,166.63	6,865.29	109.13 %
31.1730 Franchise Tax - Gas (25)	3,993.04	3,941.63	51.41	101.30 %
31.1750 Franchise Tax - Cable (25)	9,179.83	7,883.37	1,296.46	116.45 %
31.1760 Franchise Tax - Telephone (25)	626.46	366.63	259.83	170.87 %
<b>Total 31.1700 Franchise Taxes</b>	<b>95,831.25</b>	<b>87,358.26</b>	<b>8,472.99</b>	<b>109.70 %</b>
31.3100 Local Option Sales and Use Taxes (LOST) (25)	228,258.43	252,083.37	-23,824.94	90.55 %
31.4200 Beer/Wine Alcoholic Beverage Excise Tax (25)	67,470.61	70,583.37	-3,112.76	95.59 %
31.6200 Insurance Premium Taxes (25)	126,249.54	110,000.00	16,249.54	114.77 %
31.9000 Penalties & Interest on Delinquent Taxes (25)	375.62	1,375.00	-999.38	27.32 %
32.1115 Alcohol Licenses - Beer & Wine Licenses (25)	1,500.00	687.50	812.50	218.18 %
32.1125 Alcohol Licenses - Wine Retail Sales (25)		687.50	-687.50	
32.1135 Alcohol Licenses - Liquor Retail Sales (25)	5,000.00	1,558.37	3,441.63	320.85 %
32.1200 General Business License (25)	7,475.00	10,083.37	-2,608.37	74.13 %
32.2000 Non-Business Licenses and Permits				
32.2200 Permits Building and Signs (25)	37,879.22	13,750.00	24,129.22	275.49 %
<b>Total 32.2000 Non-Business Licenses and Permits</b>	<b>37,879.22</b>	<b>13,750.00</b>	<b>24,129.22</b>	<b>275.49 %</b>
32.2990 Other Permits (25)	10,490.30	1,100.00	9,390.30	953.66 %
32.4000 Late Fees-Permits & License (25)	475.00		475.00	
33.4000 State Government Grants (25)	20,658.19	22,916.63	-2,258.44	90.14 %
34.7000 Cultural & Recreation Income (25)	6,250.00	2,750.00	3,500.00	227.27 %
34.9999 Other Charges	3,488.83	916.63	2,572.20	380.61 %
35.1000 Fines and Forfeitures (25)	43,986.00	47,666.63	-3,680.63	92.28 %
36.1000 Interest Revenue	937.49		937.49	
38.9000 Other Miscellaneous Revenue (25)	620,708.93	916.63	619,792.30	67,716.41 %
39.2000 Proceeds of Sales of product Income		1,008.37	-1,008.37	
<b>Total Income</b>	<b>\$1,717,224.82</b>	<b>\$1,010,533.37</b>	<b>\$706,691.45</b>	<b>169.93 %</b>
<b>Cost of Goods Sold</b>				
Cost of Goods Sold	0.00		0.00	
<b>Total Cost of Goods Sold</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>GROSS PROFIT</b>	<b>\$1,717,224.82</b>	<b>\$1,010,533.37</b>	<b>\$706,691.45</b>	<b>169.93 %</b>
<b>Expenses</b>				



# City of Walnut Grove

## Budget vs. Actuals: FY25 Budget by Department - FY25 P&L Classes

July 2024 - May 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
51.1100 Regular Employees-Salaries & Wages (25)	214,112.40	274,541.63	-60,429.23	77.99 %
51.1100 Salaries and Wages	-112.00		-112.00	
51.1110 Council-Salaries & Wages (25)	14,700.00	18,700.00	-4,000.00	78.61 %
51.1200 Temporary Employees - Wages (25)	6,003.45	8,250.00	-2,246.55	72.77 %
51.1300 Overtime- Salaries & Wages (25)		9,166.74	-9,166.74	
51.2000 Personal Services - Employee Benefits	1,512.00		1,512.00	
51.2110 Medical Benefit - People Keep	0.00		0.00	
51.2110 Medical Benefit - People Keep (25)	8,005.66	19,250.00	-11,244.34	41.59 %
51.2200 Payroll Taxes - Social Security - (FICA) Contributions	-68.55		-68.55	
51.2200 Payroll Taxes - Social Security - (FICA) Contributions (25)	21,841.23	19,295.87	2,545.36	113.19 %
51.2210 Payroll Taxes - Medicare		0.00	0.00	
51.2300 Payroll Taxes- Medicare (25)		4,537.50	-4,537.50	
51.2400 Retirement Benefits (25)		13,750.00	-13,750.00	
51.2600 Unemployment Insurance (25)		916.63	-916.63	
51.2700 Worker's Compensation (25)	9,821.00	8,708.37	1,112.63	112.78 %
51.2900 Other Employee Benefits (25)		2,658.37	-2,658.37	
52.1100 Office/Administrative	13,725.00		13,725.00	
52.1210 Municipal Court Judge (25)	12,100.00	13,750.00	-1,650.00	88.00 %
52.1220 Municipal Court Solicitor (25)	7,500.00	8,250.00	-750.00	90.91 %
52.1230 Code Enforcement (25)		23,833.37	-23,833.37	
52.1240 Engineering - City (25)	23,622.46	22,916.63	705.83	103.08 %
52.1242 Engineering - Storm Water (25)	2,520.00	9,166.63	-6,646.63	27.49 %
52.1245 Zoning Administrator (25)	11,715.00	27,500.00	-15,785.00	42.60 %
52.1246 Inspections (25)	28,775.00	1,100.00	27,675.00	2,615.91 %
52.1260 Accounting - Bookkeeping (25)	15,541.49	16,500.00	-958.51	94.19 %
52.1265 Accounting - Auditor (25)	43,000.00	13,750.00	29,250.00	312.73 %
52.1270 Legal - City Attorney (25)	22,263.82	22,916.63	-652.81	97.15 %
52.1275 Professional & Legal Services - Other (25)	897.75	5,500.00	-4,602.25	16.32 %
52.1280 Security (25)	480.00	1,833.37	-1,353.37	26.18 %
52.1310 IT Service (25)	11,599.50	11,916.63	-317.13	97.34 %
52.1315 IT Service - Website (25)	400.00	1,833.37	-1,433.37	21.82 %
52.1320 Court Software (25)	1,706.52	3,850.00	-2,143.48	44.33 %
52.1330 Office Software (25)	6,220.00	3,666.63	2,553.37	169.64 %
52.1340 Other Software (25)	4,600.00	1,375.00	3,225.00	334.55 %
52.1390 IT-Other (25)	66.80	1,833.37	-1,766.57	3.64 %
52.2100 Cleaning Services (25)	1,890.90	4,583.37	-2,692.47	41.26 %
52.2110 Disposal (i.e. Garbage Pickup) (25)	102,128.00	110,000.00	-7,872.00	92.84 %
52.2200 Repairs and Maintenance-NON-Employee Services (25)	34,621.47	13,750.00	20,871.47	251.79 %
52.2210 Repairs and Maintenance - Vehicles-NON Employee Services (25)	3,113.29	3,208.37	-95.08	97.04 %



# City of Walnut Grove

## Budget vs. Actuals: FY25 Budget by Department - FY25 P&L Classes

July 2024 - May 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
52.2220 Repairs & Maintenance-Streets, Roads & Bridges-NON-Employee Services( 25)	385.00	11,000.00	-10,615.00	3.50 %
52.2240 Professional Services	979.00		979.00	
52.2241 Professional Services - Engineering				
52.2241 - Engineering Services	21,949.79		21,949.79	
52.2241 - Zoning Administration	6,667.50		6,667.50	
<b>Total 52.2241 Professional Services - Engineering</b>	<b>28,617.29</b>		<b>28,617.29</b>	
52.2250 Facility & Grounds Maintenance-NON-Employee Services (25)	66,505.13	9,166.63	57,338.50	725.51 %
52.3100 Insurance, Other than employee benefits (25)	30,454.00	29,333.37	1,120.63	103.82 %
52.3200 Communications (25)	11,904.56		11,904.56	
52.3210 Telephone		10,083.37	-10,083.37	
52.3230 Postage (25)	618.84	2,291.63	-1,672.79	27.00 %
52.3300 Advertising (25)	2,836.00	2,291.63	544.37	123.75 %
52.3400 Printing & Binding (25)	477.50	2,750.00	-2,272.50	17.36 %
52.3500 Travel (25)	500.00	6,416.74	-5,916.74	7.79 %
52.3510 Mileage reimbursement (25)	2,008.73	2,750.00	-741.27	73.04 %
52.3520 Per Diem or Meals (25)	414.00	1,833.37	-1,419.37	22.58 %
52.3530 Hotel & Parking (25)	5,985.25	13,749.89	-7,764.64	43.53 %
52.3540 Other Travel (25)	10.00	3,116.74	-3,106.74	0.32 %
52.3600 Dues and fees (25)	557.85	6,416.63	-5,858.78	8.69 %
52.3610 Bank Charges (25)	953.59	458.37	495.22	208.04 %
52.3620 Membership Dues (25)	1,507.21	1,008.37	498.84	149.47 %
52.3700 Training and Education (25)	7,148.00	3,666.74	3,481.26	194.94 %
52.3710 Conference Fees (25)	2,080.00	5,958.37	-3,878.37	34.91 %
52.3850 Contract Labor (25)	929.28	916.63	12.65	101.38 %
53.1000 Supplies	783.75		783.75	
53.1105 Cleaning Supplies (25)	260.14	916.74	-656.60	28.38 %
53.1110 Office Supplies (25)	9,893.90	9,166.74	727.16	107.93 %
53.1115 Pavillon Rental Expenses (25)		458.37	-458.37	
53.1125 Facility & Grounds Supplies (25)	4,201.41	18,333.37	-14,131.96	22.92 %
53.1130 OTHER - General Supplies (25)	2,075.53	9,166.63	-7,091.10	22.64 %
53.1135 Employee Uniforms (25)	656.09	916.63	-260.54	71.58 %
53.1140 Community Events (25)	8,322.86	6,875.00	1,447.86	121.06 %
53.1210 Water/Sewerage - ENERGY (25)	1,342.52	2,291.63	-949.11	58.58 %
53.1220 Natural Gas - ENERGY (25)	712.58	916.63	-204.05	77.74 %
53.1230 Electricity - ENERGY (25)	44,578.95	41,250.00	3,328.95	108.07 %
53.1235 Cable - ENERGY (25)		7,333.37	-7,333.37	
53.1270 Gasoline - ENERGY (25)	6,606.43	6,416.63	189.80	102.96 %
53.1300 Food (25)	1,038.38	3,208.37	-2,169.99	32.36 %
53.1600 Small Equipment (25)	47.32	2,750.00	-2,702.68	1.72 %



# City of Walnut Grove

## Budget vs. Actuals: FY25 Budget by Department - FY25 P&L Classes

July 2024 - May 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
53.1700 Other Supplies (25)	1,531.62	458.37	1,073.25	334.14 %
53.9999 Miscellaneous Expenditures (25)	1,688.68	1,375.00	313.68	122.81 %
54.2100 Machinery (25)	13,570.33	4,583.37	8,986.96	296.08 %
54.2300 Furniture and Fixtures (25)	350.00	1,833.26	-1,483.26	19.09 %
54.2400 Computer	4,145.80		4,145.80	
57.1000 Intergovernmental (25)		458.37	-458.37	
57.1100 Walton County Board of Commissioners (25)	9,294.68	11,916.63	-2,621.95	78.00 %
57.3100 Library (25)	70,000.00	64,166.63	5,833.37	109.09 %
57.3300 Peace Officer Annuity/Benefit Fund (25)	3,170.16	3,666.63	-496.47	86.46 %
57.3320 Crime Lab Fees (25)		45.87	-45.87	
57.3340 Drivers Ed/Training Fund (25)		45.87	-45.87	
57.3370 Drug Abuse Treatment and Education (25)		916.63	-916.63	
57.3375 County Jail Fund (25)	824.44	1,375.00	-550.56	59.96 %
57.3380 Peace Officer - Prosecutor's Fund (25)		1,375.00	-1,375.00	
57.3385 Local Victim Assist. Fund (25)	1,231.71	1,833.37	-601.66	67.18 %
57.3390 GA Crime Victims Assist. Program (25)		458.37	-458.37	
57.3391 Peace Officer - Prosecution Indigent Fund (25)		458.37	-458.37	
57.3392 Sheriff's Retirement Fund of GA (25)	292.00	550.00	-258.00	53.09 %
57.3393 GSCCCA Payouts (25)	5,692.60	11,000.00	-5,307.40	51.75 %
58.1000 Debt Service - Principal (25)	35,935.32	30,433.37	5,501.95	118.08 %
58.2000 Debt Service - Interest (25)		2,566.63	-2,566.63	
59.1000 Reimbursements	2,353.60		2,353.60	
Payroll Expenses				
Wages	17,875.55		17,875.55	
<b>Total Payroll Expenses</b>	<b>17,875.55</b>		<b>17,875.55</b>	
Payroll Taxes - Social Security	1,924.58		1,924.58	
<b>Total Expenses</b>	<b>\$1,039,574.35</b>	<b>\$1,065,533.81</b>	<b>\$ -</b>	<b>97.56 %</b>
			<b>25,959.48</b>	
<b>NET OPERATING INCOME</b>	<b>\$677,650.47</b>	<b>\$ -55,000.44</b>	<b>\$732,650.91</b>	<b>-1,232.08 %</b>
<b>NET INCOME</b>	<b>\$677,650.47</b>	<b>\$ -55,000.44</b>	<b>\$732,650.91</b>	<b>-1,232.08 %</b>

# APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

2115069 Bill Nov 24 01

TO: The City of Walnut Grove

PROJECT: FY24 L.M.I.G. / Tsplot Resurfacing & Reclamation Emerald Cove Pavement  
ARCHITECT:

APPLICATION NO: 1  
PERIOD TO: 11/30/24  
PROJECT NO:  
DATE: 11/30/24

Distribution to:  
 OWNER  
 ARCHITECT  
 CONTRACTOR

FROM (CONTRACTOR):  
**The Scruggs Company**  
**Sunbelt Asphalt Surfaces**  
CONTRACT FOR:

CONTRACT DATE:

## CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Change Orders approved in previous months by Owner			
TOTAL			
Approved this Month			
Number	Date Approved		
TOTALS			
Net change by Change Orders			

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

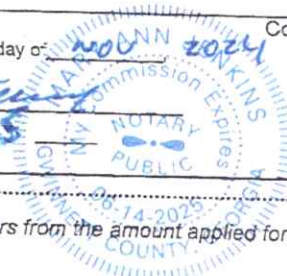
CONTRACTOR: [Signature]  
By: [Signature] Date: 11/30/24

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM.....	\$	<u>237,296.25</u>
2. Net change by Change Orders.....	\$	<u>21</u>
3. CONTRACT SUM TO DATE (Line 1+2).....	\$	<u>240,237.76</u>
4. TOTAL COMPLETED & STORED TO DATE..... (Column G on G703)	\$	<u>240,237.76</u>
5. RETAINAGE:		
a. 10% of Completed Work (Column D + E on G703)	\$	<u>24,023.78</u>
b. 10% of Stored Material (Column F on G703)	\$	<u>0</u>
Total Retainage (Line 5a + 5b or Total in Column I of G703).....	\$	<u>24,023.78</u>
6. TOTAL EARNED LESS RETAINAGE..... (Line 4 less Line 5 Total)	\$	<u>216,213.98</u>
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate).....	\$	<u>0</u>
8. CURRENT PAYMENT DUE.....	\$	<u>216,213.98</u>
9. BALANCE TO FINISH, PLUS RETAINAGE..... (Line 3 less Line 6)	\$	<u>24,023.78</u>

State of: Georgia  
Subscribed and sworn to before me this 30 day of NOV 2024 County of:

Notary Public: [Signature]  
My Commission expires: 6/14/25



AMOUNT CERTIFIED..... \$ \$240,237.76

(Attach explanation if amount certified differs from the amount applied for.)  
ARCHITECT:

By: [Signature] Date: 5/5/2025  
This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

I recommend full and complete payment of the contract sum to date, \$240,237.76. This work has been completed and the contractor remains under warrantee, regardless of payment.

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

[Signature]

**CONTINUATION SHEET**

**AIA DOCUMENT G703**

AIA Document G703, APPLICATION AND CERTIFICATE FOR PAYMENT, containing contractor's signed Certification, is attached

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 1  
APPLICATION DATE: 11/30/24  
PERIOD TO: 11/30/24

OWNERS PO NO:  
CONTRACTOR: Sunbelt Asphalt Surfaces, Inc.  
JOB: Walnut Grove LMIG  
ARCHITECT'S NO:

Item No.	Description of Work	Qty	Price per Each	Scheduled Value	WORK Previous Application	COMPLETED This Application	TOTAL Completed and Billed to Date	%	Balance To Finish	Retainage
A	B			C	D	E	F	G (D+E+F)	H (C-G)	I
1	Variable Depth Milling	12,955 SY	\$ 2.75	\$ 35,626.25		\$ 35,626.25	\$ 35,626.25	\$ 1.00	\$ -	\$ 3,562.63
2										
3	Asphalt Patching w/Lime	285 TN	\$210.00	\$59,850.00		\$ 11,562.60	\$ 11,562.60	\$ 0.19	\$ 48,287.40	\$ 1,156.26
4										
5	9.5mm Type I w/Lime	900 TN	\$139.30	\$125,370.00		\$ 177,048.91	\$ 177,048.91	\$ 1.41	\$ (51,678.91)	\$ 17,704.89
6										
7	Adjust Manholes To Grade	1 Each	\$250.00	\$250.00			\$ -	\$ -	\$ 250.00	\$ -
8										
9	Adjust Watervalue To Grade	1 Each	\$200.00	\$200.00			\$ -	\$ -	\$ 200.00	\$ -
10										
11	Alt 1: Milling Placed @ Treatment Plant	4,950 SY	\$2.50	\$12,375.00		\$ 12,375.00	\$ 12,375.00	\$ 1.00	\$ -	\$ 1,237.50
12										
13	Alt 2: Milling Placed @ Park	1,450 SY	\$2.50	\$3,625.00		\$ 3,625.00	\$ 3,625.00	\$ 1.00	\$ -	\$ 362.50
14										
15										
16										
17	<b>Totals</b>			\$ 237,296.25	\$ -	\$ 240,237.76	\$ 240,237.76	\$ 1.01	\$ (2,941.51)	\$ 24,023.78

# APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

TO: The City of Walnut Grove PROJECT: FY24 L.M.I.G./Tsplost

APPLICATION NO: 02  
PERIOD TO: 04/30/2025

- Distribution to:
- OWNER
  - ARCHITECT
  - CONTRACTOR
  - 
  -

FROM (CONTRACTOR): **The Scruggs Company**  
**Sunbelt Asphalt Surfaces**  
**1410 Sunbelt Way**  
**Auburn, Georgia 30011**

ARCHITECT:

PROJECT NO:  
DATE: 04/24/2025

CONTRACT FOR:

CONTRACT DATE:

## CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Change Orders approved in previous months by Owner			
TOTAL			
Approved this Month			
Number	Date Approved		
TOTALS			
Net change by Change Orders			

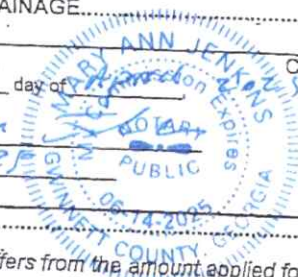
1. ORIGINAL CONTRACT SUM..... \$ 237,296.25
2. Net change by Change Orders..... \$ 2,991.51
3. CONTRACT SUM TO DATE (Line 1+2)..... \$ 240,287.76
4. TOTAL COMPLETED & STORED TO DATE..... \$ 240,237.76  
(Column G on G703)
5. RETAINAGE:
  - a. 10% of Completed Work (Column D + E on G703) \$ \_\_\_\_\_
  - b. 10% of Stored Material (Column F on G703) \$ \_\_\_\_\_
  - Total Retainage (Line 5a + 5b or Total in Column I of G703)..... \$ 0.00
6. TOTAL EARNED LESS RETAINAGE..... \$ 240,237.76  
(Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)..... \$ 216,213.98
8. CURRENT PAYMENT DUE..... \$ 24,023.78
9. BALANCE TO FINISH, PLUS RETAINAGE..... \$ 0.00  
(Line 3 less Line 6)

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: [Signature]  
By: [Signature] Date: 4/24/25

State of Georgia  
Subscribed and sworn to before me this 24 day of April, 2025 County of: Walton

Notary Public: [Signature]  
My Commission expires: 6/14/25



AMOUNT CERTIFIED..... \$ \_\_\_\_\_

(Attach explanation if amount certified differs from the amount applied for.)  
ARCHITECT:

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

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

## ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

[Signature]

**CONTINUATION SHEET**

**AIA DOCUMENT G703**

AIA Document G703, APPLICATION AND CERTIFICATE FOR PAYMENT, containing contractor's signed Certification, is attached  
 In tabulations below, amounts are stated to the nearest dollar.  
 Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 2  
 APPLICATION DATE: 04/24/2025  
 PERIOD TO: 04/30/25

OWNERS PO NO:  
 CONTRACTOR: Sunbelt Asphalt Surfaces, Inc.  
 JOB: Walnut Grove LMIG  
 ARCHITECT'S NO:

Item No.	Description of Work	Qty	Price per Each	Scheduled Value	WORK Previous Application	COMPLETED This Application	TOTAL Completed and Billed to Date	%	Balance To Finish	Retainage
A	B			C	D	E	F	G (D+E+F)	H (C-G)	I
1	Variable Depth Milling	12,955 SY	\$ 2.75	\$ 35,626.25	\$ 35,626.25			\$ 35,626.25	100%	
2										
3	Asphalt Patching w/Lime	285 TN	\$210.00	\$59,850.00	\$ 11,562.60			\$ 11,562.60	19%	
4										
5	9.5mm Type I w/Lime	900 TN	\$139.30	\$125,370.00	\$ 177,048.91			\$ 177,048.91	141%	
6										
7	Adjust Manhole To Grade	1 Each	\$250.00	\$250.00				\$ -	0%	
8										
9	Adjust Watervlve To Grade	1 Each	\$200.00	\$200.00				\$ -	0%	
10										
11	Alt 1: Milling Placed @ Treatment Plant	4,950 SY	\$2.50	\$12,375.00	\$ 12,375.00			\$ 12,375.00	100%	
12										
13	Alt 2: Milling Placed @ Park	1,450 SY	\$2.50	\$3,625.00	\$ 3,625.00			\$ 3,625.00	100%	
14										
15										
16										
17	<b>Totals</b>			\$ 237,296.25	\$ 240,237.76		#	\$ 240,237.76	101%	\$ -

PAYMENT SCHEDULE

Invoice To:

City of Walnut Grove  
 Attn: Stephanie Moncree, Mayor  
 2581 Leone Avenue  
 Walnut Grove, GA 30052  
 Re: Magnolia Drive Culvert Replacement  
 Invoice Date: April 30, 2025  
 Application No. 1- Period Ending April 30, 2025

Peach State Construction Co.  
 PO Box 87  
 Covington, Ga. 30014

Line No.	Description	QTY	Unit	Unit Price	Total Price
<b>1. CULVERT REPLACEMENT</b>					
1	MOBILIZE AND DEMOBILIZE EQUIPMENT, UTILITY COORDINATION	1	LS	\$ 3,500.00	\$ 3,500.00
2	TRAFFIC CONTROL	1	LS	\$ 3,500.00	\$ 3,500.00
3	SOD	1	LS	\$ 4,800.00	\$ 4,800.00
4	SILT FENCE AS NEEDED	150	LF	\$ 5.50	\$ 825.00
5	PROTECT EXCAVATED SOILS	1	LS	\$ 1,000.00	\$ 1,000.00
6	MULCH DISTURBED AREAS	1	LS	\$ 2,350.00	\$ 2,350.00
7	SAWCUTTING	60	LF	\$ 5.00	\$ 300.00
8	REMOVE ASPHALT	35	SY	\$ 50.00	\$ 1,750.00
9	REMOVE EXISTING 36 IN PIPE (*OR FILL WITH FLOWABLE FILL)	360	LF	\$ 35.00	\$ 12,600.00
10	REMOVE EXISTING CONCRETE DRIVEWAY	35	SY	\$ 35.00	\$ 1,225.00
11	CLEARING TREES AND UNDERBRUSH - REMOVE & DISPOSE	1	LS	\$ 6,500.00	\$ 6,500.00
12	REMOVE & DISPOSE OF HEADWALLS	4	EA	\$ 250.00	\$ 1,000.00
13	INSTALL 48 IN PIPE - PROVIDED BY OTHERS	180	LF	\$ 148.00	\$ 26,640.00
14	SUPPLY AND INSTALL# 57 BEDDING STONE	112	TN	\$ 54.00	\$ 6,048.00
15	STONE TO BACKFILL PIPE IN ROADWAYS, BASE FOR HEADWALLS	40	TN	\$ 54.00	\$ 2,160.00
16	TP 3 RIP RAP & FABRIC	40	TN	\$ 82.00	\$ 3,280.00
17	INSTALL 48 IN HEADWALL - PROVIDED BY OTHERS	2	EA	\$ 1,800.00	\$ 3,600.00
18	EXCAVATION, BACKFILL, COMPACT AND REBUILD SLOPES	1	LS	\$ 6,000.00	\$ 6,000.00
19	CLASS B CONCRETE ROAD PATCH, 6"	30	SY	\$ 75.00	\$ 2,250.00
20	HAUL OFF MISC WASTE	1	LS	\$ 2,500.00	\$ 2,500.00
21	IMPORT FILL TO BACKFILL DITCH	36	CY	\$ 50.00	\$ 1,800.00
22	REPLACE CONC DRIVEWAY, CURB & SIDEWALK	1	LS	\$ 4,500.00	\$ 4,500.00
23	BOND	1	LS	\$ 1,758.00	\$ 1,758.00
<b>ADDITIONAL WORK</b>					
1	REMOVE AND DISPOSE OF UNSUITABLE SOILS	538	CY	\$ 50.00	\$ 26,900.00
2	IMPORT FILL TO REPLACE UNSUITABLE SOILS	538	CY	\$ 50.00	\$ 26,900.00
3	SUPPLY AND INSTALL# 57 BEDDING STONE	239	TN	\$ 54.00	\$ 12,906.00
					\$ 166,592.00

App. No. 1		Total to Date	
Installed Quantity			
This Period			
Qty	Total	Qty	Total
1	\$ 3,500.00	1.00	\$ 3,500.00
1	\$ 3,500.00	1.00	\$ 3,500.00
1	\$ 4,800.00	1.00	\$ 4,800.00
0	\$ -	0.00	\$ -
1	\$ 1,000.00	1.00	\$ 1,000.00
1	\$ 2,350.00	1.00	\$ 2,350.00
60	\$ 300.00	60.00	\$ 300.00
35	\$ 1,750.00	35.00	\$ 1,750.00
360	\$ 12,600.00	360.00	\$ 12,600.00
35	\$ 1,225.00	35.00	\$ 1,225.00
1	\$ 6,500.00	1.00	\$ 6,500.00
4	\$ 1,000.00	4.00	\$ 1,000.00
180	\$ 26,640.00	180.00	\$ 26,640.00
112	\$ 6,048.00	112.00	\$ 6,048.00
40	\$ 2,160.00	40.00	\$ 2,160.00
40	\$ 3,280.00	40.00	\$ 3,280.00
2	\$ 3,600.00	2.00	\$ 3,600.00
1	\$ 6,000.00	1.00	\$ 6,000.00
30	\$ 2,250.00	30.00	\$ 2,250.00
1	\$ 2,500.00	1.00	\$ 2,500.00
36	\$ 1,800.00	36.00	\$ 1,800.00
1	\$ 4,500.00	1.00	\$ 4,500.00
1	\$ 1,758.00	1.00	\$ 1,758.00
538	\$ 26,900.00	538.00	\$ 26,900.00
538	\$ 26,900.00	538.00	\$ 26,900.00
239	\$ 12,906.00	239.00	\$ 12,906.00
	\$ 165,767.00		\$ 165,767.00

I recommend full and complete payment of \$165,767 for the completion of the Magnolia Drive Culvert Project. This includes cost overruns as detailed in my letter.

  
 Tom W. Smith, City Engineer, 5/8/2025

May 8<sup>th</sup>, 2025

Honorable Stephanie Moncrief  
Mayor  
City of Walnut Grove  
2581 Leone Avenue  
Walnut Grove, GA 30052

RE: MAGNOLIA SPRINGS CULVERT REPLACEMENT: REQUIRED CHANGE ORDER

Dear Ms. Moncrief,

On March 24<sup>th</sup>, 2025, Peachstate Construction began the replacement of the age damaged culvert under Magnolia Drive and the front yard of 625 Magnolia Dr. This culvert was 120' long double 36" CMP and has long been subject to collapse and repair of multiple sink holes. These were only a window into what was happening below. Overtime, the protective coating on the invert had been worn away and the pipes failed. The culvert has been mostly blocked with debris and sediment from small collapses and has sat with standing water inside. The culvert was installed in a low-lying area with already wet soils. After many years without adequate drainage the soils have become extremely saturated.

Peachstate Construction recognized the saturated soil condition immediately and over excavation and replacement with stone bedding was used to mitigate and quickly cross the road. It is common in older, damaged culverts, for water to accumulate towards the lower end of the pipe, as it finds its way out and around. It was anticipated the soil conditions would improve. However, things got much worse towards the inlet. This was exacerbated by utilities, both marked and unmarked laid on and into the existing pipe. I was present or had inspectors present during much of this work and can verify the over excavation of unsuitable soils was necessary. This was replaced with stone under the road and clean fill dirt outside of the right-of-way. To avoid environmental or access issues, the contractor had no choice but to move forward and the City was notified of impending changes.

Peachstate Construction added a junction box and pipe installation at no additional cost, to better collect the standing water and is generally requesting for their cost to be returned for unclassified excavation and import fill. This additional cost is \$65,881. One additional stick of pipe was also needed, at \$1,308.40.

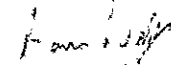
**Council will need to approve a contract increase of \$65,881 for Peachstate Construction and an overall budget increase of \$49,837.19 for project construction completion, as shown below:**

MAGNOLIA DRIVE CULVERT REPLACEMENT

WALNUT GROVE MAGNOLIA DRIVE CULVERT REPLACEMENT

NO.	DESCRIPTION		QTY	UNIT	UNIT PRICE	TOTAL	CHANGES
							ACTUAL
1	48" DOUBLE WALL HDPE	SOUTHEAST CULVERT	120	LF	\$ 65.42	\$ 7,850.40	\$ 9,158.80
2	48" PRECAST HEADWALL	SOUTHEAST CULVERT	2	EA	\$ 1,500.00	\$ 3,000.00	\$ 3,000.00
3	FLAT CONNECTING BAND - 48"	CONTECHES	5	EA	\$ 90.50	\$ 452.50	0
4	FLAT CONNECTING GASKET - 48"	CONTECHES	5	EA	\$ 38.50	\$ 192.50	0
5	INSTALL AND OTHER MATERIAL	PEACHSTATE CO	1	LS	\$ 99,886.00	\$ 99,886.00	\$165,767.00
6	CONTINGENCY 15% RECOMMENDED	CITY	15%			\$ 16,707.21	
ESTIMATE TOTAL						\$ 128,088.61	\$177,925.80
TOTAL CHANGE							\$ 49,837.19

Sincerely,



Aaron Wadley, P.E.

LNCO Planning Engineering Construction

404-326-4522

## MAGNOLIA DRIVE CULVERT REPLACEMENT



Standing water at the pipe outlet after removal of the first joint of pipe.

Ground water and mud visible a couple of feet below the solid surface. All of this mud had to be completely removed if it was disturbed to ensure a stable base for the new culvert.



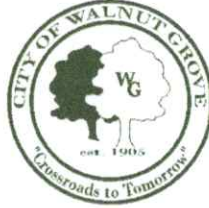
## MAGNOLIA DRIVE CULVERT REPLACEMENT



Water line installed, bent around drainage pipe. Corrugated Metal Pipe was bent in to make room for install. This was a failure area immediately next to the road. Bricks were used to build a box to hold concrete. Low-strength concrete was used to fill one of the pipes under the road to minimize disturbance of pour soil.

New HDPE culvert being backfilled half way with stone and topped with imported fill.





## MEMORANDUM

**DATE:** June 10, 2025  
**TO:** City of Walnut Grove  
**FROM:** Joe Walter, Zoning Administrator  
**RE:** Zoning Administrator's Report

1. Active Rezoning Cases/Variations/etc. - NONE
2. Site Plans Under Review
  - a. Mike's Tire Depot (new site) – comments issued, waiting on resubmittal.
  - b. Enclave Commercial Lots Final Plat – Comments issued 6/6/25. Punchlist walkthrough tentatively set of 6/12/25.
3. Active/Recent Land Disturbance Permits Issued by the City
  - a. Walnut Grove Gas Station LDP (Under Construction)
  - b. S&E Cabinet Shop LDP – Guthrie Cemetery Road (Under Construction)
  - c. 1261 Industrial Parkway LDP (Under Construction)
  - d. Walnut Grove Commercial/Office LDP (Under Construction)
4. Other Active Projects
  - a. Grove Park – Walton County - Phase 1 under construction
  - b. Walnut Grove LAS Phase 2 Upgrade – Under Construction
5. Inactive Projects
  - a. Maximum Rx Credit (Guthrie Cem. Road @ Industrial Drive).
  - b. Enclave PUD Commercial Phase 4 LDP – no recent activity
  - c. Elevation Truck Sales (4474 Guthrie Cem. Rd.) – Council reviewed site plans and is awaiting a revised plan. The plans submitted to City on 1/17/25 were not a complete, revised set. Zoning Administrator contacted engineer.

**City of Walnut Grove  
General Fund  
FY2026 Proposed Budget (Adjusted 6/1/25)**

<b>ACCOUNTS</b>	<b>FY23 Actuals</b>	<b>FY24 Actuals</b>	<b>FY25 Budget</b>	<b>FY25 Current/Actuals</b>	<b>FY26 Proposed Budget</b>
<b>Income</b>					
Unearned Revenue					
31.1000 General Property Taxes (25)	\$ 270,839.61	\$ 333,800.00	\$ 365,000.00	\$ 373,060.39	\$ 332,000.00
31.1310 Motor Vehicle (25)	\$ 43,179.98	\$ 51,218.28	\$ 1,500.00	\$ 1,507.20	\$ 1,750.00
31.1313 Temp Tax Category					
31.1315 Motor Vehicle Ad Valorem Tax Fee (TAVT) (25)	\$ 2,433.11	\$ 1,839.48	\$ 50,000.00	\$ 58,127.30	\$ 58,000.00
31.1320 Mobile Home Tax					\$ 100.00
31.1340 Intangible Tax (Recording) (25)	\$ 6,812.97	\$ 4,841.10	\$ 3,600.00	\$ 5,207.35	\$ 5,300.00
31.1600 Real Estate Transfer Tax (Intangible)	\$ 3,125.31	\$ 2,276.36		\$ 2,288.17	\$ 2,300.00
31.1710 Franchise Tax - Electric (25)	\$ 71,611.98	\$ 81,501.50	\$ 82,000.00	\$ 82,031.92	\$ 83,000.00
31.1730 Franchise Tax - Gas (25)	\$ -	\$ 4,313.98	\$ 4,300.00	\$ 3,993.04	\$ 4,100.00
31.1750 Franchise Tax - Cable (25)	\$ 8,934.71	\$ 10,292.70	\$ 8,600.00	\$ 9,179.83	\$ 9,000.00
31.1760 Franchise Tax - Telephone (25)	\$ 1,235.55	\$ 2,637.59	\$ 400.00	\$ 626.46	\$ 650.00
31.3000 General Sales and Use Taxes					
31.3100 Local Option Sales and Use Taxes (LOST) (25)	\$ 272,813.11	\$ 293,740.85	\$ 275,000.00	\$ 228,258.43	\$ 265,000.00
31.4000 Selective Sales and Use Taxes					
31.4200 Beer/Wine Alcoholic Beverage Excise Tax (25)	\$ 78,398.12	\$ 77,460.50	\$ 77,000.00	\$ 67,470.61	\$ 75,000.00
31.6200 Insurance Premium Taxes (25)	\$ 110,376.86	\$ 118,422.17	\$ 120,000.00	\$ 126,249.54	\$ 127,000.00
31.8000 Other Taxes					
31.9000 Penalties & Interest on Delinquent Taxes (25)	\$ 232.28	\$ 3,092.01	\$ 1,500.00	\$ 375.62	\$ 500.00
32.1000 Business Licenses		\$ 684.44			
32.1100 Alcoholic Beverages					
32.1115 Alcohol Licenses - Beer & Wine Licenses (25)	\$ 1,000.00	\$ 750.00	\$ 750.00	\$ 1,500.00	\$ 1,125.00
32.1125 Alcohol Licenses - Wine Retail Sales (25)	\$ 1,000.00	\$ 750.00	\$ 750.00	\$ -	\$ 1,125.00
32.1135 Alcohol Licenses - Liquor Retail Sales (25)	\$ 1,700.00	\$ 1,700.00	\$ 1,700.00	\$ 5,000.00	\$ 5,000.00

32.1200 General Business License (25)	\$ 12,652.50	\$ 9,006.00	\$ 11,000.00	\$ 7,475.00	\$ 7,000.00
32.1220 Insurance License Fees					\$ 2,650.00
32.2000 Non-Business Licenses and Permits					
<b>ACCOUNTS</b>	<b>FY23 Actuals</b>	<b>FY24 Actuals</b>	<b>FY25 Budget</b>	<b>FY25 Current/Actuals</b>	<b>FY26 Proposed Budget</b>
32.2200 Permits Building and Signs (25)	\$ 12,000.86	\$ 48,551.26	\$ 15,000.00	\$ 37,879.22	
32.2210 Land Disturbance Permit					\$ 2,500.00
32.2230 Sign Permit (freestanding)					\$ 250.00
32.2235 Sign Permit (Affixed)					\$ 475.00
32.2240 Demolition Permit					\$ 150.00
32.2990 Other Non Business License & Permits (25)	\$ 2,515.00	\$ 960.00	\$ 1,200.00	\$ 10,490.30	
32.3000 Regulatory Fees					
32.3100 Building Structures and Equipment (Building Permits)					\$ 7,500.00
32.3120 Building Inspection					\$ 800.00
32.3130 Plumbing Inspection					\$ 300.00
32.3140 Electrical Inspection					\$ 300.00
32.3150 Natural Gas Inspection					\$ 100.00
32.3160 HVAC Inspection					\$ 100.00
32.3180 Elevator Inspection					
32.4000 Late Fees-Permits & License (25)	\$ 550.00	\$ 275.00		\$ 475.00	\$ 400.00
33.1000 Federal Government Grants	\$ 18,985.68	\$ -			
33.1010 Intergovernmental Revenue - CARES Act					
33.2000 Federal Government Transfers (Non-Grant)					
33.2100 American Rescue Plan (ARP) Act of 2021 Fiscal Recovery Funds					
33.4000 State Government Grants (25)		\$ 45,200.04	\$ 25,000.00	\$ 20,658.19	\$ 45,000.00
33.7000 Local Government Shared Revenues					
33.7100 Special Purpose Local Option Sales Tax Revenue (SPLOST)		\$ 36,098.34			
34.1000 General Government					
34.1100 Court Costs, Fees and Charges	\$ 1.00				
34.1910 Election Qualifying Fee		\$ 360.00			\$ 288.00
34.3000 Streets and Public Improvements					
34.3210 Street Light Charges					

34.4000 Utilities/Enterprise					
34.4100 Sanitation Charges					
34.4110 Refuse Collection Charges					\$ 70,200.00
34.4210 Tap Fees					
34.4255 Sewerage Charges (25)					
<b>Accounts</b>	<b>FY23 Actuals</b>	<b>FY24 Actuals</b>	<b>FY25 Budget</b>	<b>FY25 Current/Actuals</b>	<b>FY26 Proposed Budget</b>
34.6000 Other Fees					
34.7000 Cultural & Recreation Income (25)	\$ 2,960.00	\$ 4,020.00	\$ 3,000.00	\$ 6,250.00	\$ 7,500.00
34.9000 Other Charges for Services					
34.9900 Other Charges for Services					
34.9999 Other Charges	\$ 577.19	\$ 5,745.34	\$ 1,000.00	\$ 3,488.83	\$ 3,000.00
35.1000 Fines and Forfeitures (25)	\$ 42,638.00	\$ 55,991.79	\$ 52,000.00	\$ 43,986.00	\$ 47,600.00
35.1010 Fines and Forfeitures - Other	\$ 4,345.00				
35.1020 Court Fees - Other	\$ 12,397.50	\$ 160.00			
35.1100 Court					
36.1000 Interest Revenue	\$ 493.27	\$ 732.92		\$ 937.49	\$ 1,200.00
37.1000 Contributions and Donations from private sources	\$ 660.00	\$ 150.00			
38.9000 Other Miscellaneous Revenue (25)		\$ 88,081.67	\$ 1,000.00		\$ 1,537.00
38.9999 Miscellaneous Revenue	\$ 3,828.19				
39.1000 Interfund Transfers In					
39.1100 Transfers from General Fund					
39.1200 Transfers In - Sewer Fund					
39.1320 Transfers from 2013 SPLOST					
39.1321 Transfers from 2019 SPLOST					
39.1505 Transfers from Water Treatment Fund					
39.2000 Proceeds of Sales of product Income			\$ 1,100.00	\$ -	\$ -
38.9000 Other Miscellaneous Revenue/Sales of Product Income				\$ 620,708.93	
Fund Balance Transfer	\$ 172.69				\$ 39,000.00
37.1000 Contribution					
Billable Expense Income					
donation					

Sales of Product Income					
Unapplied Cash Payment Income					
Variance					
Cost of Goods Sold					
Cost of Goods Sold					
Inventory Shrinkage					
Total Cost of Goods Sold			\$ -		
<b>Total Income</b>	<b>\$ 988,470.47</b>	<b>\$ 1,284,653.32</b>	<b>\$ 1,102,400.00</b>	<b>\$ 1,717,224.82</b>	<b>\$ 1,208,800.00</b>
<b>Accounts</b>	<b>FY23 Actuals</b>	<b>FY24 Actuals</b>	<b>FY25 Budget</b>	<b>FY25 Current/Actuals</b>	<b>FY26 Proposed Budget</b>
<b>Expense</b>					
11.7950 Other Capital Assets					\$ 20,000.00
51.1000 Personal Services-Salaries and Wages					
51.1100 Regular Employees-Salaries & Wages (25)	\$ 179,690.82	\$ 220,733.99	\$ 299,500.00	\$ 214,112.40	\$ 315,433.00
51.1100 Salaries & Wages		\$ 1,200.00		\$ (112.00)	
51.1110 Council-Salaries & Wages (25)			\$ 20,400.00	\$ 16,200.00	\$ 24,000.00
51.1200 Temporary Employees - Wages (25)			\$ 9,000.00	\$ 6,003.45	\$ 15,840.00
51.1300 Overtime- Salaries & Wages (25)			\$ 10,000.00		\$ 7,500.00
51.2000 Personal Services - Employee Benefits				\$ 1,512.00	\$ 1,750.00
51.2100 Group Insurance	\$ 8,796.00	\$ 11,428.56			
51.2110 Medical Benefit - People Keep (25)			\$ 21,000.00	\$ 8,005.66	\$ 25,200.00
51.2200 Payroll Taxes - Social Security - (FICA) Contributions	\$ 16,499.56	\$ 19,727.23	\$ 21,050.00	\$ 22,012.53	\$ 21,100.00
51.2200 Payroll Taxes - Social Security - (FICA) Contributions			\$ -	\$ (68.55)	
51.2210 Payroll Taxes - Medicare	\$ 1,350.29	\$ 538.02	\$ -		
51.2215 Payroll Taxes - Federal Unemployment	\$ 201.55				
51.2220 Payroll Taxes - State Unemployment					
51.2300 Payroll Taxes- Medicare (25)			\$ 4,950.00	\$ -	\$ 4,950.00
51.2400 Retirement Benefits (25)			\$ 15,000.00	\$ -	\$ 18,000.00
51.2600 Unemployment Insurance (25)			\$ 1,000.00	\$ -	
51.2700 Worker's Compensation (25)			\$ 9,500.00	\$ 9,821.00	\$ 10,000.00
51.2900 Other Employee Benefits (25)			\$ 2,900.00	\$ -	\$ 2,950.00

52.1100 Court Software	\$ 1,772.94				
52.1100 Office/Administrative		\$ 3,825.00		\$ 13,725.00	\$ 20,062.00
52.1200 Professional					
52.1210 Municipal Court Judge (25)		\$ 1,228.07	\$ 15,000.00	\$ 12,100.00	\$ 14,000.00
52.1220 Muncipal Court Solicitor (25)			\$ 9,000.00	\$ 7,500.00	\$ 9,000.00
52.1230 Code Enforcement (25)			\$ 26,000.00	\$ -	
52.1235 Cable					
52.1240 Engineering - City (25)			\$ 25,000.00	\$ 23,622.46	\$ 25,000.00
52.1241 Legal & Professional Fees					
52.1242 Engineering - Storm Water			\$ 10,000.00	\$ 2,520.00	\$ 10,000.00
52.1245 Zoning Administrator (25)			\$ 30,000.00	\$ 11,715.00	\$ 22,000.00
52.1246 Inspections (25)		\$ 4,405.00	\$ 1,200.00	\$ 28,775.00	\$ 6,750.00
52.1260 Accounting - Bookkeeping (25)			\$ 18,000.00	\$ 14,541.49	\$ 18,000.00
<b>Accounts</b>	<b>FY23 Actuals</b>	<b>FY24 Actuals</b>	<b>FY25 Budget</b>	<b>FY25 Current/Actuals</b>	<b>FY26 Proposed Budget</b>
52.1265 Accounting - Auditor (25)			\$ 15,000.00	\$ 43,000.00	\$ 25,000.00
52.1270 Legal - City Attorney (25)			\$ 25,000.00	\$ 22,263.82	\$ 25,000.00
52.1275 Professional & Legal Services - Other (25)		\$ 4,401.85	\$ 6,000.00	\$ 897.75	\$ 4,000.00
52.1280 Security (25)			\$ 2,000.00	\$ 480.00	\$ 4,625.00
52.1300 Technical	\$ 10,870.23	\$ 18,845.78			
52.1310 IT Service (25)			\$ 13,000.00	\$ 11,599.50	\$ 12,750.00
52.1315 IT Service - Website (25)			\$ 2,000.00	\$ 400.00	\$ 480.00
52.1320 Court Software (25)			\$ 4,200.00	\$ 1,706.52	\$ 4,800.00
52.1330 Office Software (25)			\$ 4,000.00	\$ 6,220.00	\$ 6,300.00
52.1340 Other Software (25)			\$ 1,500.00	\$ 4,600.00	\$ 4,600.00
52.1390 IT-Other (25)			\$ 2,000.00	\$ 66.80	\$ 500.00
52.2000 Purchased - Property Services					
52.2100 Cleaning Services (25)		\$ 1,589.50	\$ 5,000.00	\$ 1,890.90	\$ 1,560.00
52.2110 Disposal (i.e. Garbage Pickup) (25)	\$ 73,772.40	\$ 79,392.00	\$ 120,000.00	\$ 102,128.00	\$ 126,000.00
52.2200 Repairs and Maintenance-NON-Employee Servid	\$ 10,382.13	\$ 12,082.24	\$ 15,000.00	\$ 34,621.47	\$ 24,000.00

52.2210 Repairs and Maintenance - Vehicles-NON Emplo	\$ 5,090.29	\$ 3,364.44	\$ 3,500.00	\$ 3,113.29	\$ 3,750.00
Code Officer	\$ 225.00				
52.2220 Repairs & Maintenance-Streets, Roads &Bridges	\$ 2,240.88	\$ 12,086.25	\$ 12,000.00	\$ 385.00	\$ 500.00
52.2240 Professional Services	\$ 1,000.00	\$ 563.59	\$ -	\$ 979.00	
52.2241 Professional Services - Engineering					
52.2241 - Code Enforcement	\$ 27,897.50	\$ 46,222.50	\$ -		
52.2241 - Engineering Services	\$ 23,283.85	\$ (17,942.94)	\$ -	\$ 21,949.79	\$ -
52.2241 - Inspections	\$ 13,932.50	\$ 24,935.00			
52.2241 - Storm Water	\$ 21,441.25				\$ -
52.2241 - Zoning Administration	\$ 36,822.23	\$ 80,635.98	\$ -	\$ 6,667.50	\$ -
52.2242 Professional Services - Accounting	\$ 21,427.47	\$ 39,282.47	\$ -	\$ -	
52.2243 Professional Services - Legal	\$ 51,954.34	\$ 56,634.50	\$ -		
52.2244 Professional Services - Security		\$ 1,303.28	\$ -		
52.2250 Facility & Grounds Maintenance-NON-Employee	\$ 6,738.05	\$ 13,494.27	\$ 10,000.00	\$ 66,505.13	\$ 11,250.00
52.2260 Liability Insurance		\$ 34,033.05	\$ -		\$ -
52.3000 Other purchased services - Cleaning Services	\$ 225.00				
52.3100 Insurance, Other than employee benefits (25)			\$ 32,000.00	\$ 30,454.00	\$ 35,500.00
52.3200 Communications (25)	\$ 8,760.76	\$ 2,030.67	\$ -	\$ 11,904.56	\$ 18,000.00
<b>Accounts</b>	<b>FY23 Actuals</b>	<b>FY24 Actuals</b>	<b>FY25 Budget</b>	<b>FY25 Current/Actuals</b>	<b>FY26 Proposed Budget</b>
52.3200 Communications - Wireless Telephone		\$ 8,184.26	\$ -		
52.3210 Telephone			\$ 11,000.00		
52.3220 Cable/Internet					
52.3230 Postage (25)		\$ 1,212.00	\$ 2,500.00	\$ 618.84	\$ 500.00
52.3300 Advertising (25)	\$ 4,891.00	\$ 1,800.00	\$ 2,500.00	\$ 2,836.00	\$ 3,000.00
52.3400 Printing & Binding (25)			\$ 3,000.00	\$ 477.50	\$ 1,200.00
52.3500 Travel (25)	\$ 2,528.06	\$ 8,752.52	\$ 7,000.00	\$ 500.00	\$ 5,000.00
52.3510 Mileage reimbursement (25)		\$ 296.14	\$ 3,000.00	\$ 2,008.73	\$ 3,000.00
52.3520 Per Diem or Meals (25)			\$ 2,000.00	\$ 414.00	\$ 2,000.00
52.3530 Hotel & Parking (25)		\$ 734.00	\$ 15,000.00	\$ 5,985.25	\$ 13,000.00

52.3540 Other Travel (25)			\$ 3,400.00	\$ 10.00	\$ 250.00
52.3600 Dues and fees (25)	\$ 3,051.01	\$ 8,157.66	\$ 7,000.00	\$ 557.85	\$ 1,100.00
52.3610 Bank Charges (25)	\$ 453.56	\$ 1,237.21	\$ 500.00	\$ 953.59	\$ 750.00
52.3620 Membership Dues (25)			\$ 1,100.00	\$ 1,507.21	\$ 1,500.00
52.3700 Training and Education (25)	\$ 9,976.08	\$ 9,921.45	\$ 4,000.00	\$ 7,148.00	\$ 4,000.00
52.3710 Conference Fees (25)			\$ 6,500.00	\$ 2,080.00	\$ 6,250.00
52.3850 Contract Labor (25)	\$ 1,575.00	\$ 2,500.00	\$ 1,000.00	\$ 929.28	\$ 1,750.00
52.3900 Contract Services - Other	\$ 3,558.44	\$ 2,343.61			
53.1000 Supplies				\$ 558.69	
53.1100 Cleaning Supplies	\$ 182.81				
53.1105 Cleaning Supplies (25)			\$ 1,000.00	\$ 260.14	\$ 500.00
53.1110 Office Supplies (25)	\$ 6,515.29	\$ 6,996.22	\$ 10,000.00	\$ 9,893.90	\$ 12,000.00
53.1115 Pavilion Rental Expenses (25)		\$ 315.00	\$ 500.00	\$ -	
53.1120 Postage	\$ 1,212.00				
53.1125 Facility & Grounds Supplies (25)			\$ 20,000.00	\$ 4,201.41	\$ 15,000.00
53.1130 OTHER - General Supplies		\$ 826.98	\$ 10,000.00	\$ 2,075.53	\$ 7,500.00
53.1135 Employee Uniforms (25)			\$ 1,000.00	\$ 656.09	\$ 1,000.00
53.1140 Community Events (25)	\$ 5,368.57	\$ 1,697.46	\$ 7,500.00	\$ 8,322.86	\$ 15,000.00
53.1200 Energy					
53.1210 Water/Sewerage - ENERGY (25)	\$ 2,744.12	\$ 2,367.54	\$ 2,500.00	\$ 1,342.52	\$ 2,000.00
53.1220 Natural Gas - ENERGY (25)	\$ 1,096.61	\$ 1,048.53	\$ 1,000.00	\$ 712.58	\$ 750.00
53.1230 Electricity - ENERGY (25)	\$ 40,364.66	\$ 45,956.56	\$ 45,000.00	\$ 44,578.95	\$ 55,000.00
53.1235 Cable - ENERGY (25)			\$ 8,000.00	\$ -	
<b>Accounts</b>	<b>FY23 Actuals</b>	<b>FY24 Actuals</b>	<b>FY25 Budget</b>	<b>FY25 Current/Actuals</b>	<b>FY26 Proposed Budget</b>
53.1240 Utilities - Cable	\$ 10,338.47				
53.1240 Bottled Gas		\$ 12,741.32			
53.1270 Gasoline - ENERGY (25)	\$ 7,516.11	\$ 9,721.51	\$ 7,000.00	\$ 6,606.43	\$ 7,600.00
53.1300 Food (25)			\$ 3,500.00	\$ 1,038.38	\$ 2,750.00
53.1600 Small Equipment (25)			\$ 3,000.00	\$ 47.32	\$ 3,100.00

53.1700 Other Supplies (25)	\$ 1,342.89	\$ 225.00	\$ 500.00	\$ 1,531.62	\$ 1,750.00
53.9999 Miscellaneous Expenditures (25)	\$ 1,222.39	\$ 45.00	\$ 1,500.00	\$ 1,688.68	\$ 1,500.00
54.1000 Property					
54.1400 Capital outlay - Roads Streets and Bridges					
54.2100 Machinery (25)			\$ 5,000.00	\$ 13,570.33	\$ 5,000.00
54.2300 Furniture and Fixtures (25)			\$ 2,000.00	\$ 350.00	\$ 1,300.00
54.2400 Computer				\$ 4,145.80	\$ 2,100.00
54.2500 Other Equipment	\$ 1,765.98				
54.2600 New Construction					
57.1000 Intergovernmental (25)			\$ 500.00	\$ -	\$ 500.00
57.1000 Other Business Expenses	\$ 29.23				
57.1100 Walton County Board of Commissioners (25)		\$ 8,472.69	\$ 13,000.00	\$ 9,294.68	\$ 13,225.00
57.3100 Library	\$ 60,000.00				
57.3100 Library (25)		\$ 70,561.05	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00
57.3300 Peace Officer Annuity/Benefit Fund (25)	\$ 2,467.36	\$ 4,175.63	\$ 4,000.00	\$ 2,871.45	\$ 3,225.00
57.3310 Community Outreach - CARES Act					
57.3320 Crime Lab Fees (25)			\$ 50.00	\$ -	
57.3340 Driver's Ed/Training Fund			\$ 50.00	\$ -	
57.3370 Drug Abuse Treatment and Education (25)	\$ 372.38		\$ 1,000.00	\$ -	
57.3371 Brain & Spinal Injury Fund					
57.3375 County Jail Fund (25)	\$ 1,226.12		\$ 1,500.00	\$ 824.44	\$ 1,100.00
57.3380 Peace Officer - Prosecutor's Fund (25)			\$ 1,500.00		
57.3385 Local Victim Assist. Fund (25)	\$ 1,114.89	\$ 4,465.27	\$ 2,000.00	\$ 1,231.71	\$ 1,400.00
57.3390 GA Crime Victims Assist. Program (25)			\$ 500.00	\$ -	
57.3391 Peace Officer - Prosecution Indigent Fund (25)			\$ 500.00	\$ -	
57.3392 Sheriff's Retirement Fund of GA (25)	\$ 205.75	\$ 508.00	\$ 600.00	\$ 270.00	\$ 425.00
57.3393 GSCCCA Payouts (25)	\$ 5,414.93	\$ 9,327.70	\$ 12,000.00	\$ 5,162.03	\$ 5,625.00
57.4000 Bad Debts					
57.4000 Walton County Board of Commissioners	\$ 6,762.40				

Accounts	FY23 Actuals	FY24 Actuals	FY25 Budget	FY25 Current/Actuals	FY26 Proposed Budget
58.1000 Debt Service - Principal (25)	\$ 39,417.65	\$ 32,166.21	\$ 33,200.00	\$ 35,935.32	\$ 34,300.00
58.2000 Debt Service - Interest (25)		\$ 3,769.11	\$ 2,800.00	\$ -	\$ 1,700.00
59.1000 Reimbursements		\$ 17,114.39	\$ -	\$ 2,353.60	
61.1100 Transfers to General Fund					
61.1320 Transfers to 2013 SPLOST					
61.1321 Transfers to 2019 SPLSOT					
61.1505 Transfers to Water Treatment Fund		\$ 17,942.94			
Reimbursements	\$ 11,779.28				
Council Payroll Wage Expenses					
51.1100 Salaries and Wages					
51.2110 Medical Benefit - People Keep					
51.2200 Payroll Taxes - Social Security - (FICA) Contributions					
52.3200 Communications - Wireless Telephone					
56.1000 Depreciation Expense					
Adobe Acropro Subs					
Brothers MFG					
Taxes					
Wages			\$ -	\$ 17,875.55	
Payroll Taxes - Social Security		\$ 137.04		\$ 1,924.58	
Postbase Meter Commercial					
Purchases				\$ 13,467.20	
Reimbursements					
Reimbursements (25)					
Unapplied Cash Bill Payment Expense					
<b>Total Expense</b>	<b>\$ 758,868.08</b>	<b>\$ 971,760.30</b>	<b>\$ 1,162,400.00</b>	<b>\$ 1,052,636.51</b>	<b>\$ 1,208,800.00</b>
Other Income					
39.1000 Interfund Transfers In					
39.9999 Budgeted Use of Fund Balance					

39.1322 Transfer from Wastewater Fund				
39.9000 Penalties and Interest Delinquent Taxes				
Total Other Income			\$ -	
Other Expense				
61.3121 Transfer Out	\$ 20,000.00			
57.4000 Legal Settlement				
Reconciliation Discrepancies				
Total Other Expense			\$ -	
Total Net Income			\$ 421,755.00	

**Budget Resolution  
2025-03**

City of Walnut Grove  
State of Georgia

**A RESOLUTION**

**TO ADOPT THE FISCAL YEAR 2026 BUDGET FOR EACH FUND OF THE CITY OF WALNUT GROVE, GEORGIA, APPROPRIATING THE AMOUNTS SHOWN IN EACH BUDGET AS EXPENDITURES/ EXPENSES, ADOPTING THE SEVERAL ITEMS OF REVENUE ANTICIPATIONS, AND PROHIBITING EXPENDITURES OR EXPENSES FROM EXCEEDING THE ACTUAL FUNDING AVAILABLE**

**WHEREAS**, sound governmental operations require a budget in order to plan the financing of services for the residents of the City of Walnut Grove; and

**WHEREAS**, Title 36, Chapter 81, Article 1 of the Official Code of Georgia Annotated (O.C.G.A.) requires a balanced budget for the City's fiscal year, which runs from July 1<sup>st</sup> to June 30<sup>th</sup> of each year; and

**WHEREAS**, the Mayor and City Council of the City of Walnut Grove have reviewed the proposed FY 2026 budget as presented by the Mayor; and

**WHEREAS**, each of these funds is a balanced budget, so that anticipated revenues and other financial resources for each fund equal the proposed expenditures or expenses; and

**WHEREAS**, the Mayor and City Council wishes to adopt this proposal as the Fiscal Year 2026 Annual Budget, effective from July 1, 2025, through June 30, 2026.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and City Council of the City of Walnut Grove, Georgia, as follows:

**Section 1.** That the proposed Fiscal Year 2026 Budget, attached hereto and incorporated herein as a part of this Resolution is hereby adopted as the Budget for the City of Walnut Grove, Georgia for Fiscal Year 2026, which begins July 1, 2025, and ends on June 30, 2026.

**Section 2.** That the several items of revenues, other financial resources, and sources of cash shown in the budget for each fund in the amounts shown anticipated are hereby adopted, and that the several amounts shown in the budget for each fund as proposed expenditures or expenses and uses of cash are hereby appropriated to the departments named in each fund.

**Section 3.** That the "legal level of control" as defined in O.C.G.A. §36-81 is set at the departmental level, meaning that the City Administrator in his capacity as Budget Officer is authorized to move appropriations from one line item to another within a department, but under no circumstances may expenditures or expenses exceed the amount appropriated for a department without a further Budget amendment approved by the Mayor and City Council.

**Section 4.** That all appropriations shall lapse at the end of the fiscal year.

**Section 5.** That this Resolution shall be and remain in full force and effect from and after its date of adoption.

Adopted this \_\_\_\_ day of June 2025.

**CITY OF WALNUT GROVE, GEORGIA**

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\_\_\_\_\_  
Stephanie Moncrief, Mayor

Attest:

\_\_\_\_\_  
Lynn Heard, City Clerk

(AFFIX SEAL)

\_\_\_\_\_  
John, J. Crowley, City Attorney

Powell & Crowley, LLP

## City Clerk

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**From:** Public Works  
**Sent:** Wednesday, June 11, 2025 4:13 PM  
**To:** Stephanie Moncrief; Joseph Morris; City Clerk

### City Park:

Septic tank was repaired at the pavilion.  
Park benches have been installed.

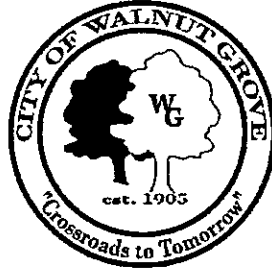
### Library:

The flagpole has been installed.

### Sewer:

Working to keep water levels low through all the rain.  
It appears that the logging company has finished and the grading process has begun on the sewer project.

We put the bucket truck in the shop for repairs and to be certified through the Altec company for safety.  
Get [Outlook for iOS](#)



## **CITY OF WALNUT GROVE**

### **CITY CLERK REPORT – June 12, 2025**

#### **Citations**

Walton County - 4

Georgia State Patrol - 5

#### **Rentals**

Pavilion - 6

Ballfield - 23