

**City of Leesburg**  
**City Hall, 107 N Walnut Avenue, Leesburg, GA 31763**  
**229-759-6465**

City Council members

Billy Breeden, Mayor

Rufus Sherman, Mayor Pro Tem

Judy Powell      Bob Wilson

Jason Renfroe    Amanda White

Richard Bush

City Staff

Bob Alexander, City Manager

Bert Gregory, City Attorney

1.    **CALL TO ORDER**
2.    **APPROVAL OF MINUTES**  
      July 7, 2020
3.    **PUBLIC HEARING**
4.    **NEW BUSINESS**
  - (A) Lee County Library Staff will present an Update.
  - (B) Lee County's Chief Appraiser Dennis Lee will discuss the property reevaluation process
  - (C) Consideration of the Hazard Mitigation Grant Program (HMGP) award approved by the Federal Emergency Management Agency.
  - (D) Consideration of the Intergovernmental Agreement Between Lee County Utilities Authority and the City of Leesburg
  - (E) Consideration of the GDOT Fiscal Year 2021 Local Maintenance & Improvement Grant (LMIG) Program
  - (F) Consideration of the Coronavirus Relief Fund (CRF) Grant Agreement between the State of Georgia and the City of Leesburg
  - (G) Consideration to approve the application for the Downtown Rural Zone Designation to the Department of Community Affairs (DCA)
5.    **CITY MANAGER'S MATTERS**
  - (A) Financial Report
6.    **DEPARTMENTAL REPORTS**
  - (A) Police Report
  - (B) Public Works Report
  - (C) Water and Sewer Report
7.    **GOVERNMENTAL BOARDS/AUTHORITIES**
8.    **COUNCIL MEMBER'S MATTER**
9.    **OLD BUSINESS**
10.   **CITY ATTORNEY'S MATTERS**
11.   **EXECUTIVE SESSION**
12.   **PUBLIC FORUM**

13. ANNOUNCEMENTS

Next Scheduled Meeting is September 1, 2020

14. ADJOURNMENT

*Agenda May Change Without Notice*

**City of Leesburg**  
**City Hall, 107 N Walnut Avenue, Leesburg, GA 31763**  
**229-759-6465**

**City Councilmembers**

Billy Breeden, Mayor  
Rufus Sherman, Mayor Pro Tem  
Bob Wilson      Judy Powell  
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Richard Bush

**City Staff**

Bob Alexander, City Manager  
Bert Gregory, City Attorney

1.    **CALL TO ORDER**

Mayor Breeden called the meeting to order at 6:00 PM. Mayor Breeden lead the pledge and the Prayer. All Councilmembers, City Attorney and City Manager were present.

2.    **APPROVAL OF MINUTES**

Mayor Breeden asked for a motion to approve the minutes from June 16, 2020. Mayor Pro Tem Sherman made a motion to approve the minutes. Councilmember Powell seconded the motion. The vote was unanimous.

3.    **PUBLIC HEARING**

4.    **NEW BUSINESS**

(A) City Manager Bob Alexander discussed the GDOT Project Framework Agreement for Downtown Leesburg. Councilmember Powell made a motion to approve the Project Framework Agreement. Mayor Pro Tem Sherman seconded the motion. The vote was unanimous.

(B) City Finance Director Cheryl Allison discussed the six-month deferral period on the six Georgia Environmental Finance Authority (GEFA) loans. Councilmember Renfroe made a motion to approve the Resolution for Loan Number: 98L59WS. Councilmember White Seconded the motion. The vote was unanimous. Councilmember Renfroe made a motion to approve the Resolution for Loan Number: 2013L06WS. Councilmember White seconded the motion. The motion was unanimous. Councilmember Renfroe made a motion to approve the Resolution for Loan Number: DW11015. Councilmember White seconded the motion. The motion was unanimous. Councilmember Renfroe made a motion to approve the Resolution for Loan Number: DW13014. Councilmember White seconded the motion. The motion was unanimous. Councilmember Renfroe made a motion to approve the Resolution for Loan Number: DW15036. Councilmember White seconded the motion. The motion was unanimous. Councilmember Renfroe made a motion to approve the Resolution for Loan Number: DW98006. Councilmember White seconded the motion. The motion was unanimous.

5.    **CITY MANAGER'S MATTERS.**

6.    **DEPARTMENTAL REPORTS**

7.    **GOVERNMENTAL BOARDS/AUTHORITIES**

8.    **COUNCIL MEMBER'S MATTER**

9.    **OLD BUSINESS**

10.   **CITY ATTORNEY'S MATTERS**

11.   **EXECUTIVE SESSION**

12. **PUBLIC FORUM**

13. **ANNOUNCEMENTS**

Next Scheduled Meeting is August 4, 2020

14. **ADJOURNMENT**

Mayor Pro Tem Sherman made a motion to adjourn. Councilmember Bush seconded the motion. The vote was unanimous.



# GEORGIA EMERGENCY MANAGEMENT AND HOMELAND SECURITY AGENCY

**BRIAN P. KEMP**  
GOVERNOR



**HOMER BRYSON**  
DIRECTOR

July 13, 2020

Mr. Bob Alexander  
City Manager  
City of Leesburg  
Post Office Box 890  
Leesburg, Georgia 31763

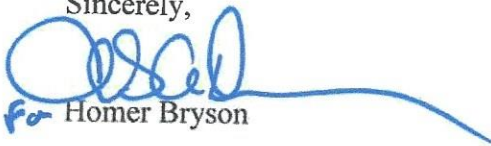
Dear Mr. Alexander:

On behalf of Governor Brian P. Kemp, it is my pleasure to inform you that a Hazard Mitigation Grant Program (HMGP) award has been approved by the Federal Emergency Management Agency. This grant, which has been designated HMGP 4338-0035, will be used to purchase five (5) portable generators and ten (10) transfer switches for the City of Leesburg Municipal Water and Wastewater Systems. The total approved cost is \$355,879 with a federal share of \$266,909, state share of \$35,588 and a local share of \$53,382.

These funds are subject to the execution of the enclosed Recipient-Subrecipient Agreement. Please sign and return both copies of the agreement and a fully executed copy will be returned to you later for your files.

Thank you for your commitment to protect Georgia citizens. I appreciate your efforts to ensure that Georgia continues to be a safer place for us to live and raise our families. By working together, we are continuing to reduce the impacts caused by natural hazards. Should you have any questions regarding this grant, please contact Stephen Clark, Hazard Mitigation Manager, at (404) 635-4573.

Sincerely,

  
for Homer Bryson

Kkm/vl

Enclosures

cc: Russ Ferguson, Superintendent  
Leesburg Water and Wastewater  
David Forrester, Director  
Lee County Emergency Management Agency  
Frank Maneer, Area Coordinator  
Georgia Emergency Management Agency and Homeland Security



**External Affairs**  
[externalaffairs@gema.ga.gov](mailto:externalaffairs@gema.ga.gov)  
(404) 635-7000  
[@Georgia EMA](https://www.facebook.com/GEMA.OHS)  
[Facebook.com/GEMA.OHS](https://www.facebook.com/GEMA.OHS)

**For Immediate Release:**

Wednesday, July 8, 2020

## **News Release**

### **State Awards the City of Leesburg Funding for Generator Project**

(ATLANTA) – Georgia Emergency Management Agency/Homeland Security (GEMA/HS), on behalf of the Governor Brian Kemp, recently awarded a \$355,879 Hazard Mitigation Grant Program (HMGP) project to the City of Leesburg for the purchase and installation of five portable generators to supply electrical power for the City of Leesburg Municipal Water and Wastewater Systems.

"The generators will allow these critical facilities the capabilities to serve the public during severe weather events and natural disasters" said GEMA/HS Director Homer Bryson.

The amount awarded includes a federal share of \$266,909. The remainder will come from a state share of \$35,588 and a local share of \$53,382.

This award is part of the FEMA's Hazard Mitigation Grant Program, which provides funds to state agencies and local governments.

HMPG projects reduce or eliminate the long-term risk to human life and property from the effects of natural hazards by breaking the repetitive cycle of destruction and reconstruction. These funds were made possible as a result of the City of Leesburg's participation and adoption of the Lee County Multi-Jurisdictional Hazard Mitigation Plan.

# # #

#### **About GEMA/HS**

As part of the Office of the Governor, GEMA/HS works with local, state and federal governments, in partnership with the private sector and faith-based community, to protect life and property against man-made and natural emergencies. In addition, GEMA/HS employees are on 24-hour call statewide to assist local authorities when disaster strikes.



## **HAZARD MITIGATION GRANT PROGRAM Recipient-Subrecipient Agreement**

On September 15, 2017, the President declared that a major disaster exists in the State of Georgia. This declaration was based on damage resulting from Hurricane Irma. This document is the Recipient-Subrecipient Hazard Mitigation Assistance Agreement for the major disaster, designated FEMA-4338-DR, under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288 as amended by Public Law 100-707, 42 USC 5121 et seq. ("The Act"), in accordance with 44 CFR 206 Subpart N, Hazard Mitigation Grant Program. Under this Agreement, the interests and responsibilities of the Recipient, herein after referred to as the State, will be executed by the Georgia Emergency Management and Homeland Security Agency (GEMA/HS). The individual designated to represent the State is the GEMA/HS Director, the Governor's Authorized Representative. The Subrecipient to this Agreement is City of Leesburg. The interests and responsibilities of the Subrecipient will be executed by the City of Leesburg agent, the Subrecipient Authorized Representative.

1. The following Exhibits are attached and made a part of this agreement:
  - Exhibit "A": Application for Federal Assistance, Standard Form 424
  - Exhibit "B": Assurances-Construction Programs, Standard Form 424 D
  - Exhibit "C": Project Administration Guidelines: Financial Assistance, Hazard Mitigation Grant Program
  - Exhibit "D": Certification regarding Drug-Free Workplace Requirements
  - Exhibit "E": Certification regarding Lobbying
  - Exhibit "F": Scope of Work
  - Exhibit "G": Progress Payment Request Form
  - Exhibit "H": Federal Funding Accountability and Transparency Act Certification
2. Pursuant to Section 404 of the Act, funds are hereby awarded to the Subrecipient on a 75 percent federal cost share and 10 percent state cost share basis for the hazard mitigation project(s) described in Exhibits "A" and "F". The Subrecipient shall be responsible for the remaining 15 percent share of any costs incurred under Section 404 of the Act and this Agreement. Allowable costs will be governed by 2 CFR Part 200.
3. If the Subrecipient violates any of the conditions of disaster relief assistance under the Act, this Agreement, or applicable federal and state regulations; the State shall notify the Subrecipient that additional financial assistance for the project in which the violation occurred will be withheld until such violation has been corrected to the satisfaction of the State. In addition, the State may also withhold all or any portion of financial assistance which has been or is to be made available to the Subrecipient for other disaster relief projects under the Act, this or other agreements, and applicable federal and state regulations until adequate corrective action is taken.
4. The Subrecipient agrees that federal or state officials and auditors, or their duly authorized representatives may conduct required audits and examinations. The Subrecipient further agrees that they shall have access to any books, documents, papers and records of any

recipients of federal disaster assistance and of any persons or entities which perform any activity which is reimbursed to any extent with federal or state disaster assistance funds distributed under the authority of the Act and this Agreement.

5. The Subrecipient will establish and maintain an active program of nondiscrimination in disaster assistance as outlined in implementing regulations. This program will encompass all Subrecipient actions pursuant to this Agreement.
6. The Subrecipient agrees that the mitigation project contained in this agreement will be completed by City of Leesburg on or before July 31, 2021. Completion dates may be extended upon justification by the Subrecipient and approval by FEMA and the Governor's Authorized Representative.
7. The written assurances provided by City of Leesburg pertaining to FEMA's post award approval conditions apply to this Award Agreement and are incorporated by reference.
8. The Subrecipient shall follow Uniform Administrative Requirements for awards found in 2 CFR Part 200 and FEMA HMA (Hazard Mitigation Assistance) program guidance to implement this award.
9. There shall be no changes to this Agreement unless mutually agreed upon, in writing, by both parties to the Agreement.

\_\_\_\_\_  
Governor's Authorized  
Representative

\_\_\_\_\_  
Subrecipient's Authorized  
Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



## EXHIBIT "F"

### SCOPE OF WORK

City of Leesburg will purchase, install, and maintain five (5) portable generators.

Shown below is the funding level and scope of work for the Hazard Mitigation Grant Program project for City of Leesburg. Any changes to this spreadsheet MUST RECEIVE PRIOR APPROVAL FROM GEMA/HS and will be maintained by GEMA/HS and shall supersede all previous versions.

City of Leesburg  
HMGP 4338 Water Utility Portable Generators and Transfer Switches Estimate Project Costs

Name	Location	Shipping and Installation	Generator	Fuel Tank	Concrete Pad for Generator (If needed)	Elevation Costs (If needed)	Initial Fuel for Testing	Facility and Transfer Switch Connections (If needed)	Total Project Costs	FEMA Share	State Share	Local Share
City of Leesburg - Portable Generator 1	Storage: City of Leesburg Public Works (288 Smithville Road)		\$34,411				\$24.20	\$1,405	\$35,840	\$26,880	\$3,584	\$5,376
Blue Springs Drive Lift Station	Blue Springs Drive							\$1,850	\$1,850	\$1,238	\$165	\$248
Robert B. Lee Drive East Lift Station	Robert B. Lee Drive East							\$1,850	\$1,850	\$1,238	\$165	\$248
City of Leesburg - Portable Generator 2	Storage: City of Leesburg Public Works (288 Smithville Road)		\$109,826				\$24.20	\$1,405	\$111,255	\$83,441	\$11,125	\$16,688
HWY 32 Water Well	HWY 32 E							\$3,850	\$3,850	\$2,888	\$385	\$576
Starksville Avenue Water Well	Starksville Avenue							\$4,100	\$4,100	\$3,075	\$410	\$615
City of Leesburg - Portable Generator 3	Storage: City of Leesburg Public Works (288 Smithville Road)		\$34,411				\$24.20	\$1,405	\$35,840	\$26,880	\$3,584	\$5,376
King Street/First Road Lift Station	King Street x First Road							\$1,850	\$1,850	\$1,238	\$165	\$248
South Magnolia Street/Canal Street Lift Station	South Magnolia Street x Canal Street							\$2,050	\$2,050	\$1,538	\$205	\$308
City of Leesburg - Portable Generator 4	Storage: City of Leesburg Public Works (288 Smithville Road)		\$34,411				\$24.20	\$1,405	\$35,840	\$26,880	\$3,584	\$5,376
North Magnolia Street Lift Station	North Magnolia Street							\$2,050	\$2,050	\$1,538	\$205	\$308
Firetower Road Lift Station	Firetower Road Lift Station							\$2,050	\$2,050	\$1,538	\$205	\$308
City of Leesburg - Portable Generator 5	Storage: City of Leesburg Public Works (288 Smithville Road)		\$109,826				\$24.20	\$1,405	\$111,255	\$83,441	\$11,125	\$16,688
U.S. HWY 19 Lift Station	U.S. HWY 19							\$3,400	\$3,400	\$2,550	\$340	\$510
Robert B. Lee Drive West Lift Station	Robert B. Lee Drive West							\$3,400	\$3,400	\$2,550	\$340	\$510
<b>Totals</b>			<b>\$322,886</b>				<b>\$121</b>	<b>\$32,873</b>	<b>\$355,879</b>	<b>\$266,909</b>	<b>\$36,688</b>	<b>\$63,382</b>

### The following conditions apply:

#### Executive Order 11988 – Floodplains:

The facility and all its attendant utilities are supporting a critical action and must be protected to the 500-year (0.2% annual chance) flood elevation. The Subgrantees must submit documentation to FEMA upon closeout documenting compliance with this condition.

Any change to the approved scope of work will require re-evaluation for compliance with NEPA and other Laws and Executive Orders.

Acceptance of federal funding requires recipient to comply with all federal, state and local laws. Failure to obtain all appropriate federal, state and local environmental permits and clearances may jeopardize federal funding.

If ground disturbing activities occur during construction, applicant will monitor ground disturbance and if any potential archeological resources are discovered, will immediately cease construction in that area and notify the State. This project must adhere to all program guidelines established for the Hazard Mitigation Grant Program and expenditure of subrecipient management costs must adhere to FEMA Policy #104-11-1 HMGP- MC (Interim) A. Requirements and B. Program Requirements and Procedures (November 15, 2018).



### **Subrecipient Management Costs**

The subrecipient must provide documentation for reimbursement of management costs that were acquired during the project.

The subrecipient management costs are not part of the total funding of the project and are not subjected to the local match portion.

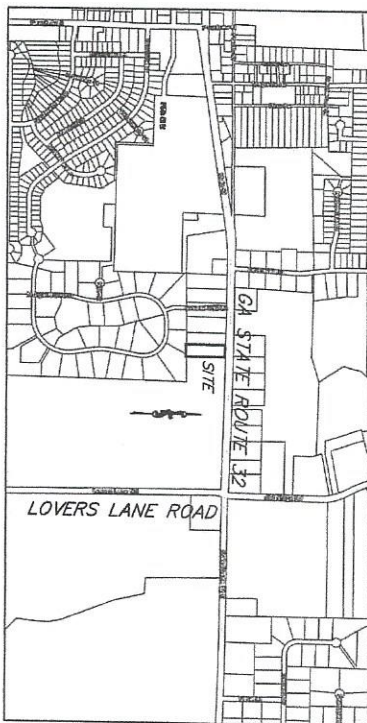
These funds are separate and federally funded by FEMA.

**LEESBURG, GEORGIA  
MEMORANDUM**

To: Mayor and Council  
From: Bob Alexander  
Date: July 31, 2020  
Subject: Request for Water Services in the County

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The City has received a request for the provision of water services to a new home to be constructed on Highway 32 in Lee County located just outside of the City of Leesburg. Attached is an Intergovernmental Agreement between Lee County Utilities Authority and the City of Leesburg relating to the provision of water services by the City of Leesburg.



THIS SURVEY WAS MADE USING AN ELECTRONIC GROUNDING TOTAL STATION WITH DIRECT READING TO FIVE SECONDS AND SURVEY GRADE GPS REFERENCED TO EGPS REAL TIME NETWORK. THE FIELD DATA UPON WHICH THIS MAP OR PLAT IS BASED HAS A POSITIONAL ACCURACY WITHIN 0.05 HIG PER POINT. THIS MAP OR PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 412,039 FEET. THIS SURVEY WAS PREPARED WITHOUT BENEFIT OF A CURRENT TIME OPINION OR ABSTRACT UNRECORDED DEEDS, EASEMENTS OR OTHER INSTRUMENTS AFFECTING THE PROPERTY MAY EXIST.

APPROVAL:  
APPROVED BY LEE COUNTY PLANNING AND ZONING

ROZANNE BRASWELL  
PLANNING, ZONING AND ENGINEERING DIRECTOR

ALL LOTS APPROVED BY THE  
PLANNING COMMISSION MAY  
NOT BE BUILDABLE LOTS.

LOVERS LANE ROAD  
R/W VARIES

TOTAL ACRES - 1.821 ACRES  
PROPERTY IS ZONED R-1  
FRONT SETBACK - 35'  
SIDE SETBACK - 10'  
REAR SETBACK - 10'

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY PLATTED HEREON AND THAT I CONSENT TO THE SUBDIVISION OF SAID PROPERTY AND TO THE RECORDING OF THIS PLAT.  
*Wingate Land and Development LLC*  
*by Doug Wingate, Prop. Manager*

THE LEE COUNTY UTILITIES AUTHORITY HAS CONTROL OVER THE SUPPLY OF POTABLE WATER AND RECEIPT OF SANITARY SEWAGE FROM ALL LANDS SUBDIVIDED AFTER JULY 27, 1995. OWNERS OF THESE SUBDIVIDED LOTS WILL BE REQUIRED TO IMMEDIATELY CONNECT TO PUBLIC WATER AND SEWAGE SYSTEMS WHENEVER EITHER BECOMES ACCESSIBLE.

BEFORE ANY BUILDING ACTIVITY BEGINS, THE LEE COUNTY HEALTH DEPARTMENT MUST APPROVE THE BUILDING SITE. AN INTENSIVE SOIL SURVEY WILL BE REQUIRED IN THE AREA OF CONSTRUCTION TO MAKE CERTAIN THAT SOILS PRESENT ARE SUITABLE FOR INDIVIDUAL SEWAGE DISPOSAL SYSTEM.

WETLANDS MAY BE PRESENT IN SOME OF THESE LOTS. FEDERAL LAW PROTECTS WETLANDS. BEFORE DISTURBING ANY AREAS DESIGNATED AS A WETLAND, CONTACT THE U.S. ARMY CORPS OF ENGINEERS, REGULATORY BRANCH, P.O. BOX 889, SAVANNAH, GEORGIA, 31402-0889.

THE SUBJECT PROPERTY IS LOCATED IN ZONE X (AREAS DETERMINED TO BE OUTSIDE OF THE 500 YEAR FLOOD) AS SHOWN ON THE N.F.I.P. FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NO. 1317702350, EFFECTIVE DATE OF 9-2-2009 FOR LEE COUNTY, GA.



GRAPHIC SCALE



SCALE: 1" = 200'  
DATE OF SURVEY: 6-11-20

AS REQUIRED BY SUBSECTION (d) OF O.C.G.A. 15-6-67, THIS PLAT HAS BEEN PREPARED BY A LAND SURVEYOR AND APPROVED BY ALL APPLICABLE LOCAL JURISDICTIONS FOR RECORDING AS EVIDENCED BY APPROVAL CERTIFICATES, SIGNATURES, STAMPS, OR STATEMENTS HEREON. SUCH APPROVALS OR AFFIRMATIONS SHOULD BE CONFIRMED WITH THE APPROPRIATE GOVERNMENTAL BODIES BY ANY PURCHASER OR USER OF THIS PLAT AS CERTIFIES THAT THIS PLAT COMPLIES WITH THE MINIMUM TECHNICAL STANDARDS FOR PROPERTY SURVEYS IN GEORGIA AS SET FORTH IN THE RULES AND REGULATIONS OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND AS SET FORTH IN O.C.G.A. SECTION 15-6-67.

MORGAN FARM SUBDIVISION  
LOT 2

ROBERSON BRIAN & KELLY  
D.B. 1710-147  
P.C. E64

EVANS JASON R & JOANNA GRIGGS  
D.B. 1747-47  
P.C. E64

MORGAN FARM SUBDIVISION  
LOT 3



GRID NORTH  
GA WEST ZONE  
MAD 83

HOUSTON, FLINT  
D.B. 1901-206  
P.C. A-197

3/4" IRON PIN FOUND

3/4" IRON PIN SET

WINGATE LAND AND DEVELOPMENT LLC  
D.B. 1746-241  
P.C. F-80C

35' BUILDING SETBACK LINE

GA STATE ROUTE 32

3/4" IRON PIN SET

3/4" IRON PIN FOUND

3/4" IRON PIN FOUND

3/4" IRON PIN FOUND

DRAWING INFORMATION		
PROJECT NO.	FFF	
DRAWING FILE	WINGATE	
DATE OF SURVEY	6-11-20	
SCALE	1"=200'	
REVISION	DESCRIPTION	DATE
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

**NASH**  
ENGINEERING & SURVEYING, LLC  
P.O. BOX 70725  
ALBANY, GEORGIA 31708  
Phone: (229) 758-1442

MINOR SUBDIVISION - PROPERTY OF  
WINGATE LAND AND DEVELOPMENT LLC  
PART OF LAND LOT 80  
2nd LAND DISTRICT  
LEE COUNTY, GEORGIA



**INTERGOVERNMENTAL AGREEMENT BETWEEN  
LEE COUNTY UTILITIES AUTHORITY AND THE  
CITY OF LEESBURG RELATING TO THE PROVISION  
OF WATER SERVICES BY THE CITY OF LEESBURG  
AS TO REAL PROPERTY LOCATED IN LEE COUNTY**

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This Intergovernmental Agreement ("Agreement"), entered into effective the \_\_\_\_ day of \_\_\_\_\_, 2020, by and between the **Lee County Utilities Authority**, a Georgia authority with a principal business address of 905 US Hwy 19 S, Leesburg, Georgia 31763 (hereinafter referred to as "Authority") and the **City of Leesburg**, a Georgia municipal corporation with a principal business address of 107 Walnut Avenue North, Leesburg, Georgia 31763 (hereinafter referred to as "Leesburg").

**WITNESSETH:**

WHEREAS, the Authority is authorized by local legislation adopted by the General Assembly to provide water and sewer services in the unincorporated area of Lee County; and

WHEREAS, the City of Leesburg is authorized to provide water and sewer services to property located within the incorporated limits of the City of Leesburg; and

WHEREAS, Leesburg has received a request for the provision of water services to a new home to be constructed on Highway 32 in Lee County, Georgia located just outside of the City of Leesburg (hereinafter referred to as the "Property"). Said Property being more particularly described on Exhibit "A" attached hereto, which Exhibit "A" is incorporated into and made a part of this Agreement by specific reference thereto; and

WHEREAS, the Property is located just outside of the city limits of Leesburg within the unincorporated area of Lee County; and

WHEREAS, Leesburg has requested that the Authority authorize Leesburg to provide water services to the Property as an exception to the existing right of the Authority to serve such property; and

WHEREAS, the Authority has considered the matter and deems it appropriate to authorize this Intergovernmental Agreement permitting Leesburg to provide water services to the Property in accord with the terms of this Agreement.

NOW THEREFORE, in consideration of the premises, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties do hereby agree as follows:

1. That this Agreement is an Intergovernmental Agreement entered into under Article Nine, Section 3, Paragraph 1 of the Constitution of the State of Georgia.
2. That the Authority authorizes Leesburg to provide water services to the Property and to charge Leesburg's usual and customary rates for such water service to the owner of the Property during the term of this Agreement.
3. That the authority granted to Leesburg to provide water services to the Property hereunder shall only be construed to grant such authority with respect to the actual Property described on Exhibit "A" to this Agreement, and to no other property located in the unincorporated areas of Lee County, whether such other property is adjacent to the Property or not.
4. With respect to the connection of the water lines to serve the Property to the Leesburg water system, the following shall apply:
  - (a) Leesburg shall be solely responsible for the installation and cost of such connection;
  - (b) Leesburg shall be responsible for acquiring all necessary utility easements for such utility lines;
  - (c) Leesburg shall be responsible for all repair and maintenance to such utility lines, whether such utility lines are located within the city limits of Leesburg or within the unincorporated area of Lee County.
5. That the authority granted to the City of Leesburg shall not be construed to authorize either Leesburg or any current or future owner of the Property to dig, install, or construct a water well for the provision of water service to the Property except as the same may be authorized under applicable regulations of the Authority, as such regulations now exist or are hereafter amended.
6. Leesburg does hereby agree to indemnify, defend, and hold the Authority, its appointed Board members, employees, agents, and independent contractors harmless from any and all liability for any claims, demands, damages, and losses, of whatever kind and description arising out of, resulting from, or related to the activities to be undertaken by Leesburg, its elected officials, employees, agents, and independent contractors under the provision of this Agreement.
7. Neither this Agreement, nor any provision of this Agreement, shall be construed to create any partnership, independent contractor, or other legal relationship between the parties hereto.
8. This Agreement shall constitute the entire agreement between the parties with respect to the subject matter hereof, and any prior understanding or representation of any kind



preceding the date of this Agreement shall not be binding upon either party except to the extent incorporated into this Agreement.

9. This Agreement shall be construed in accord with the laws of the State of Georgia.

10. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns.

11. As required by the provisions of the Georgia Constitution relating to Intergovernmental Contracts, this Agreement shall be for a term commencing as of the effective date herein set out and shall continue in full force and effect for a period not exceeding fifty (50) years from such effective date.

12. Prior to the execution of the Agreement by the parties, this Agreement has been duly approved and the execution thereof authorized in a meeting held in accord with the Open Meetings Act of the State of Georgia by the governing Board of the Authority and by the City Council of Leesburg.

IN WITNESS WHEREOF, the undersigned have set their hands and affixed their seals effective the day and year first above written.

**Lee County Utilities Authority**

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

Attest: \_\_\_\_\_  
Secretary

**City of Leesburg**

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

Attest: \_\_\_\_\_  
City Clerk

**APPROVAL OF INTERGOVERNMENTAL AGREEMENT  
BY LEE COUNTY BOARD OF COMMISSIONERS**

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COMES NOW the Lee County Board of Commissioners pursuant to Article 9, Section 2, Paragraph 3 of the Georgia Constitution, which requires that the provision of certain services, including water services, by a municipality within the unincorporated area of a County requires the approval of the County within which such services are to be provided, and hereby approves the within and foregoing Intergovernmental Agreement between the Lee County Utilities Authority and the City of Leesburg with respect to the provision of such water services as more particularly provided in the foregoing Agreement.

SO APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2020.

**Board of Commissioners of Lee County**

By: \_\_\_\_\_  
Billy Mathis, Chairman

Attest: \_\_\_\_\_  
Christi Dockery, County Clerk



Russell R. McMurry, P.E.,  
Commissioner  
One Georgia Center  
600 West Peachtree Street, NW  
Atlanta, GA 30308  
(404) 631-1000 Main Office

July 22, 2020

Mr. Richard Bush, Mayor  
City of Leesburg  
P.O. Box 890  
Leesburg, Georgia 31763-0890



RE: **Fiscal Year 2021 Local Maintenance & Improvement Grant (LMIG) Program**

Dear Mayor Bush:

We are pleased to announce that the Department will begin accepting applications for the Fiscal Year 2021 LMIG Program. Grants will be processed electronically through our **GRANTS (LMIG) Application System**. To begin your FY 2021 LMIG Application, please visit the Department's website at [www.dot.ga.gov/PS/Local/LMIG](http://www.dot.ga.gov/PS/Local/LMIG). This site provides a link to the LMIG Application, the LMIG Application Tutorial (Manual), and to the General Guidelines and Rules and other pertinent reports. The project list will be entered directly into the LMIG Application System. Please contact your District State Aid Coordinator, Shannon Bradford, at 229-391-5438 for assistance with the online application process.

For an application to be processed, the following requirements must be met:

- A local government must be in audit compliance.
- A signed cover letter must be attached and include a completion status of the last three fiscal years' LMIG Grants.
- A signature page must include both the local government seal and the notary seal. The application website provides a blank signature page for you to download, complete and upload as an attachment.
- A local government must provide their District State Aid Coordinator with a Statement of Financial Expenditures form for Fiscal Year 2018 projects and all other prior years unless previously approved to combine funding for Fiscal Years' 2018, 2019, and 2020. The forms can be attached in the LMIG Application System if they have not already been provided to your District State Aid Coordinator.

**All electronic LMIG applications must be received no later than February 1, 2021.** Failure to submit applications by the deadline may result in a forfeiture of funds.

Your formula amount for the Fiscal Year 2021 Program is **\$38,930.16** and your local match is **30%**. Each local government is required to match this formula amount in accordance with Code Section 48-8-244(d).

If you should have any questions regarding the LMIG Program, please contact the Local Grants Office in Atlanta at (404) 631-1002. Thank you for your attention and cooperation in this matter.

Sincerely,

Russell R. McMurry, P.E.  
Commissioner

cc: Mr. Van Mason; Hon. Bill Yearta; Hon. Carden Summers; Mr. Johnny Floyd

COUNTY / CITY Leesburg[illegible]



# Memo

**To:** Bob Alexander, City Manager  
**From:** Cheryl Allison, Finance Manager  
**Date:** July 29, 2020  
**Re:** COVID 19 Grant Funds

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In a letter dated June 29 from Governor Kemp, he stated that Title V of the CARES Act created the Coronavirus Relief Fund to provide financial resources to state and local governments.

The local government maximum share of funding is approximately \$1.8 billion. Five local governments with populations over 500,000 received direct allocations, leaving approximately \$1.23 billion remaining for additional allocations to smaller governments.

Phase One of funding will provide a 30% advance of the total amount of funds eligible for Phase One of the Coronavirus Relief Fund. The amount of eligible funds per local government was established on a per capita basis using U.S. Census Bureau's vintage 2019 sub-county population.

The City of Leesburg's total Phase One eligible funding amount is \$159,922, with an advance of \$47,977. Funding has been authorized for eligible expenditures incurred between March 1, 2020 and December 30, 2020.

The City received the 30% advance amount of \$47,977 on July 30.

I would like to request the Mayor and Council consider approving the execution of the grant agreement of the Coronavirus Relief Fund (CRF) terms and conditions and the acceptance of payments from the grant.

Thank you.



# City of Leesburg~ General Fund

FY 2020 Budget to Actual Report by line item

FY 2020 Budget to Actual Report by line item										FY 2020	Percentage of
				FY 2018	FY 2019	Unaudited				FY 2020	
				Audited Actual	Audited Actual	FY 2020	Actual	Revenues &	Remaining FY	Actuals to	
				Revenues &	Revenues &	Approved	Revenues &	Expenditures	2020 Budget	Budget Used	
				Expenditures	Expenditures	Budget	06/30/2020				
General Fund Revenue											
100	031	31100	311100	REAL PROPERTY-CURRENT YEA	316,502	316,147	338,200	330,724	7,476	98%	
100	031	31100	311105	PROPERTY TAX LATE FEES	-	-	-				
100	031	31100	311200	REAL PROPERTY-PRIOR YEAR	263	10,900	-	(5,460)			
100	031	31100	311300	PERSONAL PROPERTY-CURRENT	26,642	27,990	22,806	24,674	(1,868)	108%	
100	031	31100	311310	MOTOR VEHICLE	8,498	7,716	5,900	6,484	(584)	110%	
100	031	31100	311315	TAVT-LOST/SPLOST AND TRUE UP	103,490	130,198	124,000	68,537	55,463	55%	
100	031	31100	311320	MOBILE HOME	1,266	1,328	1,000	975	25	98%	
100	031	31100	311340	INTANGIBLES (REG/RECORD)	6,475	3,623	5,240	4,852	388	93%	
100	031	31100	311400	PERSONAL PROPERTY-PRIOR YR	1,451	642	-				
100	031	31100	311600	REAL ESTATE TRANS-Intangible	2,483	3,186	2,000	1,636	364	82%	
100	031	31100	311700	FRANCHISE TAXES-SEMC	15,540	16,720	15,900	16,323	(423)	103%	
100	031	31100	311710	ELECTRIC	115,078	122,712	122,040	122,523	(483)	100%	
100	031	31100	311750	CABLE	27,649	27,429	26,000	26,049	(49)	100%	
100	031	31100	311760	TELEPHONE	2,379	2,247	2,300	1,742	558	76%	
100	031	31300	313100	LOCAL OPTION SALES TAX	458,439	437,674	460,000	455,224	4,776	99%	
100	031	31400	314210	BEER SS & USE	60,771	59,027	57,900	62,265	(4,365)	108%	
100	031	31400	314211	WINE SS & USE	1,750	1,902	2,000	1,856	144	93%	
100	031	31600	316100	BUSINESS AND OCCUPATION T	27,678	27,693	25,150	28,988	(3,838)	115%	
100	031	31600	316200	INSURANCE PREMIUM TAX	192,471	207,571	200,000	220,486	(20,486)	110%	
100	031	31600	316300	FINANCIAL INSTITUTIONS TA	10,331	10,689	11,000	15,735	(4,735)	143%	
100	031	31900	319100	PENALTY-GENERAL PROPERTY	859	1,514	1,500	2,160	(660)	144%	
100	031	31900	319500	FIFA	-	-	-				
100	031	31900	319910	OTHER-DELIQUENT TAX SERVI	-	-	-				
100	032	32100	321110	BEER	3,713	3,300	3,100	2,475	625	80%	
100	032	32100	321120	WINE	3,713	3,300	3,100	2,063	1,038	67%	
100	032	32100	321220	INSURANCE	80	-	-				
100	032	32400	324100	BUSINESS LICENSE PENALTY	200	100	150	400	(250)	267%	
100	033	33100	331151	GEMA PROCEEDS	34,663	150,303	-				
100	033	33400	334100	STATE GOVERNMENT GRANTS	18,311	4,000	-	7,200			
100	033	33600	336000	LEE COUNTY BOARD OF ED (P	79,506	157,825	176,079	176,079	(0)	100%	



# City of Leesburg~ General Fund

## FY 2020 Budget to Actual Report by line item

FY 2020 Budget to Actual Report by line item														
				FY 2018		FY 2019		FY 2020		FY 2020		Percentage of FY 2020 Actuals to Budget Used		
				Audited Actual Revenues & Expenditures		Audited Actual Revenues & Expenditures		Approved Budget		Actual Revenues & Expenditures 06/30/2020			Remaining FY 2020 Budget	
100	033	33800	33800	338000	HOUSING AUTHORITY P-I-L-O	1,970	1,966	2,000	2,000			2,000		0%
100	034	34100	34100	341910	ELECTION QUALIFYING FEES	270	54	-	-			486		
100	034	34200	34200	342911	ACCIDENT REPORT-INDIVIDUA	703	588	1,128	1,128			434	694	38%
100	034	34400	34410	344110	REFUSE COLLECTION CHARGES	498,339	505,594	565,000	565,000			546,174	18,826	97%
100	034	34900	34900	349300	BAD CHECK FEE	70	35	-	-					
100	035	35100	35110	351170	MUNICIPAL	207,373	231,173	225,000	225,000			283,262	(58,262)	126%
100	036	36100	36100	361000	INTEREST	1,703	1,569	1,500	1,500			946	554	63%
100	037	37100	37100	371000	DONATIONS	2,955	8,385	-	-			27	(27)	
100	037	37100	37100	371310	TOYS FOR FOSTER CHILDREN	845	2,850	-	-			1,479		
100	037	37100	37100	371311	EXPLORER PROGRAM DONATION	2,719	739	-	-			530		
100	038	38100	38100	381000	RENTS AND ROYALTIES	-	-	5,000	5,000			5,000		0%
100	038	38300	38300	383000	REIMBURSE FOR DAMAGED PRO	470	53,738	-	-			4,200		
100	038	38300	38300	383010	INSURANCE PROCEEDS	-	-	-	-					
100	038	38900	38900	389000	OTHER MISCELLANEOUS INCOME	167	2,319	-	-			938		
100	038	38900	38900	389003	CARRYOVER OF FUND BALANCE	-	-	-	-					
100	038	38900	38900	389005	CASH OVER/SHORT	(9)	(5)	-	-			(40)		
100	039	39100	39100	391100	FUND BEGINNING BALANCE	-	-	100,000	100,000				100,000	0%
100	039	39100	39100	391105	PD TOYS FOR FOSTER KIDS	-	-	-	-					
100	039	39100	39100	391106	PD EXPLORER PROGRAM	-	-	-	-					
100	039	39100	39100	391200	TRANSFER IN-OTHER FUNDS	200,000	300,000	50,000	50,000			50,000	-	100%
100	039	39100	39100	391201	Revenue from Indirect charges	60,439	60,519	69,360	69,360			69,360	0	100%
100	039	39200	39200	392100	SALE OF ASSETS	5,434	-	-	-					
100	061	61100	61100	612000	TRANSFER OUT-OTHER FUNDS	(1,000)	-	-	-			(83,478)		
Total General Fund Revenue						2,502,644	2,905,259	2,624,354	2,624,354			2,448,308	176,045	93%
General Fund Expenditures														
**Department is cost shared w/ Water & Sewer**														
Council / Legislative														
100	100	01100	00051	511010	MAYOR SALARY	3,600	3,600	3,600	3,600			3,600	-	100%
100	100	01100	00051	511020	COUNCIL SALARY	11,700	11,700	11,700	11,700			11,025	675	94%
100	100	01100	00052	523710	TRAINING - Mayor	-	-	1,138	1,138			1,138		0%
100	100	01100	00052	523510	TRAVEL-MAYOR	94	65	2,003	2,003			380	1,623	19%



# City of Leesburg~ General Fund

FY 2020 Budget to Actual Report by line item

FY 2020 Budget to Actual Report by line item										FY 2020	Percentage of
										Unaudited	
										Actual	
										Revenues &	
										Expenditures	
										06/30/2020	
										2020 Budget	
										Remaining FY	
										Actuals to	
										Budget Used	



# City of Leesburg~ General Fund

FY 2020 Budget to Actual Report by line item

				FY 2018		FY 2019		FY 2020		Percentage of FY 2020 Actuals to Budget Used
				Audited Actual Revenues & Expenditures	Audited Actual Revenues & Expenditures	Audited Actual Revenues & Expenditures	FY 2020 Approved Budget	Unaudited Actual Revenues & Expenditures 06/30/2020	Remaining FY 2020 Budget	
100	100	01500	00052	13,858	23,617	23,200	23,200	8,275	14,925	36%
100	100	01500	00053	-	-	-	-	-	-	
100	100	01500	00052	-	-	-	-	-	-	
100	100	01500	00052	2,697	1,881	5,000	5,000	311	4,690	6%
100	100	01500	00052	16,477	17,723	20,000	20,000	34,634	(14,634)	173%
100	100	01500	00052	21,816	1,710	5,000	5,000	4,369	631	87%
100	100	01500	00052	-	-	-	-	-	-	
100	100	01500	00052	7,790	6,929	8,024	8,024	6,929	1,095	86%
100	100	01500	00052	466	-	500	500	47	453	9%
100	100	01500	00052	9,330	27,986	6,000	6,000	6,502	(502)	108%
100	100	01500	00052	1,572	3,342	3,000	3,000	2,230	770	74%
100	100	01500	00052	11,905	12,507	13,879	13,879	13,070	809	94%
100	100	01500	00052	2,726	3,759	3,450	3,450	3,890	(440)	113%
100	100	01500	00052	1,137	2,089	1,050	1,050	1,852	(802)	176%
100	100	01500	00052	1,334	1,082	2,000	2,000	1,223	777	61%
100	100	01500	00052	9,245	8,277	6,500	6,500	7,040	(540)	108%
100	100	01500	00052	11,386	12,768	8,500	8,500	9,025	(525)	106%
100	100	01500	00052	3,307	3,304	3,310	3,310	3,333	(23)	101%
100	100	01500	00052	1,255	3,218	6,000	6,000	2,730	3,270	46%
<b>Total Purchased / Contracted Services</b>				<b>116,301</b>	<b>130,191</b>	<b>115,413</b>	<b>115,413</b>	<b>105,460</b>	<b>9,953</b>	<b>91%</b>
100	100	01500	00053	4,644	4,859	5,500	5,500	5,504	(4)	100%
100	100	01500	00053	332	238	400	400	155	245	39%
100	100	01500	00053	2,877	2,413	2,500	2,500	2,723	(223)	109%
100	100	01500	00053	73	125	1,000	1,000	-	1,000	0%
100	100	01500	00053	7,480	8,631	6,000	6,000	8,394	(2,394)	140%
100	100	01500	00053	1,083	1,726	1,600	1,600	1,490	110	93%
<b>Total Supplies - Administration</b>				<b>16,488</b>	<b>17,992</b>	<b>17,000</b>	<b>17,000</b>	<b>18,266</b>	<b>(1,266)</b>	<b>107%</b>
100	100	01500	00054	-	28,778	-	-	-	-	-
100	100	01500	00054	-	-	-	-	-	-	-
100	100	01500	00054	-	-	-	-	-	-	-
100	100	01500	00054	-	-	-	-	-	-	-



# City of Leesburg ~ General Fund

FY 2020 Budget to Actual Report by line item

		FY 2018		FY 2019		FY 2020		Percentage of FY 2020 Actuals to Budget Used
		Audited Actual Revenues & Expenditures	Audited Actual Revenues & Expenditures	Audited Actual Revenues & Expenditures	FY 2020 Approved Budget	Unaudited Actual Revenues & Expenditures 06/30/2020	Remaining FY 2020 Budget	
<b>Total Capital Outlay - Administration</b>		-	28,778	-	-	-	-	
100	100 01500 00057 572000 SENIOR CENTER	10,138	6,894	4,400	4,351	49		99%
100	100 01500 00057 572020 CHAMBER OF COMMERCE	2,400	3,200	4,500	3,204	1,297		71%
100	100 01500 00057 572030 LIBRARY CONTRIBUTION	15,500	15,500	15,500	15,500	-		100%
<b>Total Other - Administration</b>		28,038	25,594	24,400	23,055	1,346		94%
<b>Subtotal Administration</b>		316,222	363,656	343,389	309,007	34,382		90%
<b>Municipal Court</b>								
100	150 01550 00051 511260 SALARY Municipal Court Judge	5,028	5,141	5,373	4,926	448		92%
100	150 01550 00051 512200 FICA	385	393	411	377	34		92%
<b>Total Personnel Municipal Court</b>		5,412	5,534	5,784	5,302	482		92%
100	150 01550 00052 521200 ATTORNEY & LEGAL FEES	-	-	-	-	-		
100	150 01550 00052 521201 COMPUTER SUPPORT FEES	1,180	4,920	4,800	6,500	(1,700)		135%
100	150 01550 00052 521210 MUNICIPAL COURT EXPENSES	438	401	380	441	(61)		116%
100	150 01550 00052 521215 CITY SOLICITOR	17,815	20,440	15,000	19,010	(4,010)		127%
100	150 01550 00052 521216 INDIGENT DEFENSE	5,500	6,000	6,000	4,500	1,500		75%
100	150 01550 00052 523505 TRAVEL-EMPLOYEE	1,068	870	1,000	1,629	(629)		163%
100	150 01550 00052 523700 Training - Employee	1,225	651	1,000	775	225		78%
100	150 01550 00052 523550 FINE ADD-ON FEES	57,532	56,740	58,500	78,083	(19,583)		133%
<b>Total Purchased / Contracted Services Municipal Court</b>		84,758	90,023	86,680	110,939	(24,259)		128%
<b>Subtotal Municipal Court</b>		90,170	95,557	92,464	116,241	(23,777)		126%
<b>Contingency Fund</b>								
100	250 25100 00057 251110 CONTINGENCY FUND	1,881	1,000	100,000	1,000	99,000		1%
<b>Planning &amp; Zoning / Code Enforcement</b>								
100	740 07450 00051 511105 PART TIME EMPLOYEES	8,418	5,220	3,120	3,930	(810)		126%
100	740 07450 00051 512200 FICA	636	395	239	301	(62)		126%
100	740 07450 00051 512700 WORKERS' COMPENSATION	477	231	127	132	(5)		104%
<b>Total Personnel Planning &amp; Zoning</b>		9,531	5,847	3,486	4,363	(877)		125%
<b>Subtotal Planning &amp; Zoning / Code Enforcement</b>		9,531	5,847	3,486	4,363	(877)		125%



*City of Leesburg~ General Fund*

**FY 2020 Budget to Actual Report by line item**

FY 2020 Budget to Actual Report by line item							FY 2018	FY 2019	FY 2020		Percentage of		
							Audited Actual	Audited Actual	Unaudited Actual	Revenues & Expenditures	Revenues & Expenditures	FY 2020	
							Revenues & Expenditures	Revenues & Expenditures	Revenues & Expenditures	Approved Budget	06/30/2020	Remaining FY 2020 Budget	Actuals to Budget Used
Public Safety													
100	300	03200	00051	511100	REGULAR EMPLOYEES		484,317	531,013		558,378	542,949	15,429	97%
100	300	03200	00051	511101	REGULAR EMPLOYEES VAC SELL BACK		11,974	13,282		19,919	12,245	7,674	61%
100	300	03200	00051	511105	PART TIME EMPLOYEES		30,232	24,481		39,424	51,166	(11,742)	130%
100	300	03200	00051	511199	LONGEVITY		8,011	8,254		9,960	9,960	(0)	100%
100	300	03200	00051	511300	OVERTIME		51,163	37,849		42,257	22,287	19,970	53%
100	300	03200	00051	512100	EMPLOYEE GROUP INSURANCE		67,378	112,561		133,786	141,557	(7,772)	106%
100	300	03200	00051	512200	FICA		41,588	42,957		51,250	43,735	7,515	85%
100	300	03200	00051	512400	RETIREMENT		32,347	35,029		40,629	34,828	5,801	86%
100	300	03200	00051	512415	457b/poab		3,840	2,965		3,445	3,415	30	99%
100	300	03200	00051	512700	WORKERS' COMPENSATION		28,633	36,078		25,651	27,598	(1,948)	108%
Total Personnel Services Public Safety							759,483	844,468		924,700	889,742	34,958	96%
100	300	03200	00052	521200	ATTORNEY & LEGAL FEES					-			
100	300	03200	00052	521201	COMPUTER SUPPORT FEES		13,165	9,721		10,800	9,094	1,706	84%
100	300	03200	00052	522210	EQUIPMENT REPAIR & MAINT		4,077	324		1,000	-	1,000	0%
100	300	03200	00052	522240	TIRES AND TUBES		2,219	2,757		2,500	2,804	(304)	112%
100	300	03200	00052	522250	VEHICLE REPAIR		28,568	26,702		23,000	24,553	(1,553)	107%
100	300	03200	00052	522260	RADIO MAINTENANCE		-	4,707		1,000	150	850	15%
100	300	03200	00052	523100	INSURANCE, OTHER THAN EMP		10,750	11,322		12,379	11,915	464	96%
100	300	03200	00052	523200	COMMUNICATIONS		9,504	10,431		20,908	22,770	(1,862)	109%
100	300	03200	00052	523300	ADVERTISING		472	504		100	-	100	0%
100	300	03200	00052	523505	TRAVEL-EMPLOYEE		2,308	1,325		650	542	108	83%
100	300	03200	00052	523600	DUES AND FEES		836	888		724	745	(21)	103%
100	300	03200	00052	523700	EDUCATION AND TRAINING		625	1,638		900	848	52	94%
100	300	03200	00052	523900	UNIFORM CLEANING		2,120	499		800	203	597	25%
Total Purchased / Contracted Services Public Safety							74,646	70,817		74,761	73,625	1,136	98%
100	300	03200	00053	531230	ELECTRICITY		6,187	6,485		6,500	7,104	(604)	109%
100	300	03200	00053	531270	GAS & OIL		32,834	32,850		27,100	30,533	(3,433)	113%
100	300	03200	00053	531600	Small Equipment		-	-		-	-	-	
100	300	03200	00053	531700	OFFICE SUPPLIES		1,497	2,532		2,500	2,596	(96)	104%
100	300	03200	00053	531720	CLEANING/ PAPER SUPPLIES		1,109	881		1,100	1,436	(336)	131%



# City of Leesburg~ General Fund

FY 2020 Budget to Actual Report by line item

FY 2020 Budget to Actual Report by line item												FY 2020	Percentage of
												Unaudited	
												Actual	
												Revenues &	
												Expenditures	
												06/30/2020	
												2020 Budget	
												Remaining FY	
												Actuals to	
												Budget Used	
												185%	



# City of Leesburg~ General Fund

## FY 2020 Budget to Actual Report by line item

FY 2020 Budget to Actual Report by line item											
FY 2018						FY 2019		FY 2020		Percentage of	
Audited Actual						Audited Actual		Unaudited Actual		FY 2020	
Revenues & Expenditures						Revenues & Expenditures		Revenues & Expenditures		Actuals to	
FY 2018						FY 2019		FY 2020		FY 2020	
Revenues & Expenditures						Revenues & Expenditures		Revenues & Expenditures		Actuals to	
FY 2018						FY 2019		FY 2020		FY 2020	
Revenues & Expenditures						Revenues & Expenditures		Revenues & Expenditures		Actuals to	
FY 2018						FY 2019		FY 2020		FY 2020	
Revenues & Expenditures						Revenues & Expenditures		Revenues & Expenditures		Actuals to	
FY 2018						FY 2019		FY 2020		FY 2020	
Revenues & Expenditures						Revenues & Expenditures		Revenues & Expenditures		Actuals to	
FY 2018						FY 2019		FY 2020		FY 2020	
Revenues & Expenditures						Revenues & Expenditures		Revenues & Expenditures		Actuals to	
FY 2018						FY 2019		FY 2020		FY 2020	
Revenues & Expenditures						Revenues & Expenditures		Revenues & Expenditures		Actuals to	
FY 2018						FY 2019		FY 2020		FY 2020	
Revenues & Expenditures						Revenues & Expenditures		Revenues & Expenditures		Actuals to	
FY 2018						FY 2019		FY 2020		FY 2020	
Revenues & Expenditures						Revenues & Expenditures		Revenues & Expenditures		Actuals to	
FY 2018						FY 2019		FY 2020		FY 2020	
Revenues & Expenditures						Revenues & Expenditures		Revenues & Expenditures		Actuals to	
FY 2018						FY 2019		FY 2020		FY 2020	
Revenues & Expenditures						Revenues & Expenditures		Revenues & Expenditures		Actuals to	
FY 2018						FY 2019		FY 2020		FY 2020	
Revenues & Expenditures						Revenues & Expenditures		Revenues & Expenditures		Actuals to	
FY 2018						FY 2019		FY 2020		FY 2020	
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FY 2018						FY 2019		FY 2020		FY 2020	
Revenues & Expenditures						Revenues & Expenditures		Revenues & Expenditures		Actuals to	
FY											



# City of Leesburg~ General Fund

## FY 2020 Budget to Actual Report by line item

				FY 2018	FY 2019	FY 2020	FY 2020	FY 2020	Percentage of
				Audited Actual	Audited Actual	Approved	Revenues &	Unaudited	FY 2020
				Revenues &	Revenues &	Budget	Expenditures	Actual	Actuals to
				Expenditures	Expenditures		06/30/2020		Budget Used
100	400	04600	00054	542200	CAPITAL OUTLAY-NEW VEHICL	-	-	-	-
100	400	04600	00054	542500	CAPITAL OUTLAY-OTHER EQUI	-	-	-	-
100	400	04600	00054	542400	CAPITAL OUTLAY-COMPUTERS	-	-	-	-
Total Capital Outlay - Public Works				-	-	-	-	-	-
Subtotal Public Works Maintenance				822,506	922,117	938,271	898,319	39,952	96%
Chamber of Commerce									
100	750	07520	00052	523200	COMMUNICATIONS	776	3,977	4,239	(139)
100	750	07520	00052	522220	BUILDING REPAIR & MAINT	140	506	4,574	(3,574)
100	750	07520	00052	521201	COMPUTER SUPPORT FEES	298	1,020	1,000	1,000
100	750	07520	00052	531210	WATER, SEWER, TRASH	1,670	258	276	24
100	750	07520	00053	531230	ELECTRICITY	1,670	2,982	3,786	(286)
100	750	07520	00053	531720	CLEANING/ PAPER SUPPLIES		942	375	725
Subtotal Chamber of Commerce				2,884	9,685	11,000	13,250	(2,250)	120%
Total General Fund Expenses				2,231,177	2,443,827	2,624,354	2,436,915	187,438	93%
General Fund Net Gain / (Loss)				271,468	461,432	0	11,393		



# City of Leesburg ~ Water & Sewer Fund

FY 2020 Budget to Actual Report by line item

FY 2020 Budget to Actual Report by line item									
			FY 2018		FY 2019		FY 2020		Percentage of FY 2020 Actuals to Budget Used
			Audited Actual Revenues & Expenditures		Audited Actual Revenues & Expenditures		Actual Revenues & Expenditures 06/30/2020		Remaining FY 2020 Budget
WATER AND SEWER FUND REVENUE									
505 033 33400 33430 334302	DIRECT CDBG 16P-X-088-		7,000	480,000	-				
505 034 34400 34420 344210	WATER SALES	470,319	463,076		509,678	530,590	(20,912)	104%	
505 034 34400 34420 344211	WATER TAP FEES	17,400	9,500		10,890	18,350	(7,460)	169%	
505 034 34400 34420 344212	RECONNECTION FEE	10,435	13,002		12,510	5,749	6,761	46%	
505 034 34400 34420 344213	WATER PENALTY	26,990	25,267		27,600	20,292	7,308	74%	
505 034 34400 34420 344214	WATER FUND BEGINNING BAL	200,000			230,000	-	230,000	0%	
505 034 34400 34425 344255	SEWER SALES	431,477	446,757		496,426	485,943	10,483	98%	
505 034 34400 34425 344256	SEWER TAP FEES	15,015	6,435		9,762	23,595	(13,833)	242%	
505 034 34900 34900 349300	BAD CHECK FEE	1,494	910		1,500	596	904	40%	
505 034 36100 36100 361000	INTEREST	5,705	6,376		5,800	2,441	3,359	42%	
505 038 38300 38300 383010	INSURANCE PROCEEDS	7,717	8,280		-	2,000	(2,000)		
505 038 38900 38900 389000	OTHER MISCELLANEOUS INCOME	-	977		-	22	(22)		
505 038 38900 38900 389005	CASH OVER/SHORT	(30)	(68)		-	100	(100)		
505 039 39100 39100 391200	TRANSFER IN-OTHER FUNDS	-	-		-	83,378	(83,378)		
505 039 39380 39380 393800	CAPITAL CONTRIBUTIONS	18,400	81,400		-	-	-		
505 061 61100 61100 612000	TRANSFER OUT - OTHER FUNDS	(200,000)	(300,000)		-	-	-		
505 039 39100 39100 391201	Indirect Allocation	(60,439)	(60,519)		(69,360)	(69,360)	-	100%	
Total Water and Sewer Fund Revenue		951,484	1,181,393		1,234,806	1,103,696	131,110	89%	
WATER AND SEWER FUND EXPENSES									
SEWER DEPARTMENT									
505 400 04330 00051 511100	REGULAR EMPLOYEES	75,496	82,220		83,524	79,468	4,055	95%	
505 400 04330 00051 511101	REGULAR EMPLOYEES VAC SELL BACK	1,097	1,145		3,032	1,339	1,694	44%	
505 400 04330 00051 511199	LONGEVITY	1,296	1,399		1,516	1,473	43	97%	
505 400 04330 00051 511300	OVERTIME	4,798	5,273		5,421	4,830	592	89%	
505 400 04330 00051 512100	EMPLOYEE GROUP INSURANCE	3,971	4,849		12,514	5,205	7,309	42%	
505 400 04330 00051 512200	FICA	6,408	6,642		7,382	6,714	667	91%	
505 400 04330 00051 512400	RETIREMENT	5,218	5,555		5,784	4,958	825	86%	
505 400 04330 00051 512415	457b plan cont	1,540	1,100		1,580	1,508	72	95%	
505 400 04330 00051 512700	WORKERS' COMPENSATION	1,688	492		1,414	1,429	(15)	101%	



# City of Leesburg ~ Water & Sewer Fund

## FY 2020 Budget to Actual Report by line item

				FY 2018		FY 2019		FY 2020		Percentage of FY 2020 Actuals to Budget Used
				Audited Actual Revenues & Expenditures	Audited Actual Revenues & Expenditures	Audited Actual Revenues & Expenditures	FY 2020 Approved Budget	Unaudited Actual Revenues & Expenditures 06/30/2020	Remaining FY 2020 Budget	
505	400	04330	00051	512910	VEHICLE ALLOWANCE-CITY MA	3,025	2,975	3,000	2,750	92%
<b>Total Personnel Services Sewer</b>				<b>104,537</b>	<b>111,650</b>	<b>125,166</b>	<b>109,674</b>	<b>15,492</b>	<b>88%</b>	
505	400	04330	00052	521200	ATTORNEY & LEGAL FEES	52	-	-	-	
505	400	04330	00052	521201	COMPUTER SUPPORT FEES	3,944	8,080	9,000	7,259	81%
505	400	04330	00052	521220	ENGINEERING FEES	1,165	1,410	4,500	4,500	0%
505	400	04330	00052	521225	BAD DEBT EXPENSE	-	-	-	-	
505	400	04330	00052	521230	AUDITOR FEES	3,990	3,549	4,110	3,549	86%
505	400	04330	00052	521250	WATER TESTING	33,106	-	-	-	
505	400	04330	00052	522210	EQUIPMENT REPAIR & MAINT	20,733	37,459	16,364	21,187	129%
505	400	04330	00052	522220	Building Repair & Maint	-	-	-	(4,823)	
505	400	04330	00052	522240	TIRES AND TUBES	2,501	-	-	-	
505	400	04330	00052	522320	EQUIPMENT RENTAL	-	-	-	-	
505	400	04330	00052	523100	INSURANCE, OTHER THAN EMP	17,469	18,399	20,116	19,363	96%
505	400	04330	00052	523200	COMMUNICATIONS	11,087	14,005	11,100	10,713	97%
505	400	04330	00052	523210	POSTAGE	1,751	-	300	300	0%
505	400	04330	00052	523226	WATERSHED MON CONTRACT (T	234	-	6,200	2,200	35%
505	400	04330	00052	523300	ADVERTISING	240	48	400	400	0%
505	400	04330	00052	523505	TRAVEL-EMPLOYEE	-	-	1,500	1,500	0%
505	400	04330	00052	523600	DUES AND FEES	2,664	3,488	1,000	1,201	120%
<b>Total Contracted Services Sewer Dept</b>				<b>98,936</b>	<b>86,437</b>	<b>74,590</b>	<b>65,472</b>	<b>9,118</b>	<b>88%</b>	
505	400	04330	00053	531230	ELECTRICITY-PUMP/LIFT STATIONS	18,530	28,596	27,000	26,647	99%
505	400	04330	00053	531270	GAS & OIL	624	2,534	1,000	1,714	171%
505	400	04330	00053	531600	SMALL EQUIPMENT	-	-	-	-	
505	400	04330	00053	531700	OFFICE SUPPLIES	1,536	813	1,800	829	46%
505	400	04330	00053	531900	SEWER SUPPLIES	3,323	2,535	4,000	7,358	184%
<b>Total Supplies Sewer Dept</b>				<b>24,013</b>	<b>34,479</b>	<b>33,800</b>	<b>36,547</b>	<b>(2,747)</b>	<b>108%</b>	
505	400	04330	00054	542200	CAPITAL OUTLAY-NEW VEHICL	-	-	-	-	
505	400	04330	00054	542500	CAPITAL OUTLAY-OTHER EQUI	3,200	-	-	-	
505	400	04330	00054	542530	2014 I & I CAPITAL PROJEC	-	-	-	-	
505	400	04330	00054	542531	PUBLIC WORKS W/S EXTENSIO	-	-	-	-	
<b>Total Capital Outlay Sewer Dept</b>				<b>3,200</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
505	400	04330	00056	561000	DEPRECIATION	288,404	263,876	100,000	100,000	100%



# City of Leesburg ~ Water & Sewer Fund

FY 2020 Budget to Actual Report by line item

		FY 2018		FY 2019		FY 2020		Percentage of FY 2020 Actuals to Budget Used
		Audited Actual Revenues & Expenditures	Audited Actual Revenues & Expenditures	Audited Actual Revenues & Expenditures	FY 2020 Approved Budget	Unaudited Actual Revenues & Expenditures 06/30/2020	Remaining FY 2020 Budget	
Total Depreciation Sewer Dept		288,404	263,876	100,000	100,000	100,000	-	100%
505 400 04330 00057	579000	8,717	6,748	50,000	50,000	-	50,000	0%
Total Other Costs Sewer Dept		8,717	6,748	50,000	50,000	-	50,000	0%
505 400 04330 00058	581301	7,567	7,145	6,714	6,714	6,714	(0)	100%
505 400 04330 00058	582000	-	-	-	-	-	-	-
Total Debt Service Sewer Dept		7,567	7,145	6,714	6,714	6,714	(0)	100%
Subtotal Sewer Department		535,374	510,334	390,270	390,270	318,408	71,862	82%
<b>SEWAGE TREATMENT PLANT</b>								
505 400 04335 00051	511100	69,007	68,910	72,407	72,407	72,561	(154)	100%
505 400 04335 00051	511101	409	445	2,785	2,785	488	2,297	18%
505 400 04335 00051	511199	1,266	1,316	1,392	1,392	1,393	(0)	100%
505 400 04335 00051	511300	8,590	11,976	10,861	10,861	12,486	(1,625)	115%
505 400 04335 00051	512100	575	936	12,466	12,466	463	12,003	4%
505 400 04335 00051	512200	5,876	6,421	6,690	6,690	6,585	105	98%
505 400 04335 00051	512400	4,586	5,058	5,695	5,695	4,882	813	86%
505 400 04335 00051	512415	336	384	384	384	384	-	100%
505 400 04335 00051	512700	7,303	294	1,262	1,262	1,887	(625)	150%
505 400 04335 00052	521150	11,987	10,578	14,000	14,000	5,213	8,787	37%
505 400 04335 00052	521250	-	34,918	35,000	35,000	35,163	(163)	100%
505 400 04335 00052	522250	1,500	987	1,000	1,000	1,299	(299)	130%
505 400 04335 00052	522310	395	822	1,000	1,000	495	505	49%
505 400 04335 00052	523505	926	1,867	1,183	1,183	410	773	35%
505 400 04335 00052	523700	980	1,625	1,000	1,000	730	270	73%
505 400 04335 00053	531230	48,845	46,195	50,473	50,473	48,592	1,881	96%
505 400 04335 00053	531701	1,862	1,884	600	600	895	(295)	149%
505 400 04335 00053	531885	20,299	21,049	35,000	35,000	32,873	2,127	94%
505 400 04335 00052	522200	16,146	24,939	17,000	17,000	13,860	3,140	82%
505 400 04335 00054	542200	-	-	-	-	-	-	-
505 400 04335 00054	542500	-	-	-	-	-	-	-
Total Sewage Treatment Plant		200,886	240,606	270,198	270,198	240,658	29,539	89%



# City of Leesburg ~ Water & Sewer Fund

FY 2020 Budget to Actual Report by line item

		FY 2018		FY 2019		FY 2020		Percentage of FY 2020 Actuals to Budget Used
		Audited Actual Revenues & Expenditures	Audited Actual Revenues & Expenditures	Audited Actual Revenues & Expenditures	FY 2020 Approved Budget	Unaudited Actual Revenues & Expenditures 06/30/2020	Remaining FY 2020 Budget	
<b>Subtotal Sewage Treatment Plant</b>		<b>200,886</b>		<b>240,606</b>	<b>270,198</b>	<b>240,658</b>	<b>29,539</b>	<b>89%</b>
<b>Water Department</b>								
505 400 00051	511100	118,499		121,628	133,470	125,748	7,721	94%
505 400 00051	511101	1,872		1,735	4,757	2,140	2,617	45%
505 400 00051	511199	2,094		2,123	2,378	2,264	114	95%
505 400 00051	511300	9,716		13,027	11,144	11,875	(730)	107%
505 400 00051	512100	9,669		11,213	24,390	12,062	12,328	49%
505 400 00051	512200	10,091		10,558	11,838	10,728	1,111	91%
505 400 00051	512400	14,773		11,699	9,245	7,925	1,320	86%
505 400 00051	512415	1,744		1,328	1,892	1,721	171	91%
505 400 00051	512700	6,063		1,198	3,584	3,618	(34)	101%
505 400 00051	512910	3,025		2,975	3,000	2,750	250	92%
<b>Total Personal Services Water Dept</b>		<b>177,546</b>		<b>177,485</b>	<b>205,698</b>	<b>180,830</b>	<b>24,868</b>	<b>88%</b>
505 400 00052	521200	-		-	200	-	200	0%
505 400 00052	521201	3,944		7,900	9,000	7,042	1,958	78%
505 400 00052	521220	3,718		1,800	4,000	4,533	(533)	113%
505 400 00052	521230	7,220		6,422	7,436	6,422	1,014	86%
505 400 00052	521250	5,159		1,954	3,500	5,414	(1,914)	155%
505 400 00052	522210	417		16,929	1,500	3,694	(2,194)	246%
505 400 00052	522220	-		2,800	-	2,500	(2,500)	-
505 400 00052	522240	-		-	-	-	-	-
505 400 00052	522250	75		802	500	-	500	-
505 400 00052	522310	-		-	-	-	-	-
505 400 00052	522320	-		-	-	-	-	-
505 400 00052	523100	17,469		18,399	20,116	19,363	753	96%
505 400 00052	523200	8,879		9,376	9,600	8,353	1,247	87%
505 400 00052	523210	1,982		102	500	61	439	12%
505 400 00052	523300	680		516	600	360	240	60%
505 400 00052	523505	557		3,134	3,000	1,514	1,486	50%
505 400 00052	523600	2,660		3,427	1,000	1,170	(170)	117%



# City of Leesburg ~ Water & Sewer Fund

FY 2020 Budget to Actual Report by line item

		FY 2018		FY 2019		FY 2020		Percentage of FY 2020 Actuals to Budget Used
		Audited Actual Revenues & Expenditures	Audited Actual Revenues & Expenditures	Audited Actual Revenues & Expenditures	FY 2020 Approved Budget	Unaudited Actual Revenues & Expenditures 06/30/2020	Remaining FY 2020 Budget	
<b>Total Contracted Services Water Dept</b>		<b>52,760</b>	<b>73,561</b>	<b>60,952</b>	<b>60,952</b>	<b>60,425</b>	<b>527</b>	<b>99%</b>
505 400 04400 00053 531230	ELECTRICITY-WELLS	18,813	19,351	20,250	20,250	22,169	(1,919)	109%
505 400 04400 00053 531270	GAS & OIL	448	-	600	600	-	600	0%
505 400 04400 00053 531600	SMALL EQUIPMENT	-	-	-	-	-	-	-
505 400 04400 00053 531700	OFFICE SUPPLIES	1,296	777	1,500	1,500	754	746	50%
505 400 04400 00053 531870	WATER SUPPLIES	24,310	11,078	20,000	20,000	10,429	9,571	52%
505 400 04400 00053 531885	CHEMICALS	775	4,761	7,000	7,000	5,178	1,822	74%
<b>Total Supplies Water Dept</b>		<b>45,643</b>	<b>35,967</b>	<b>49,350</b>	<b>49,350</b>	<b>38,530</b>	<b>10,820</b>	<b>78%</b>
505 400 04400 00054 542200	CAPITAL OUTLAY-NEW VEHICL	-	-	-	-	-	-	-
505 400 04400 00054 542500	CAPITAL OUTLAY-OTHER EQUI	-	-	-	-	-	-	-
505 400 04400 00054 542533	WATER TANK MAINTENANCE	2,000	-	20,000	20,000	43,129	(23,129)	216%
505 400 04400 00054 542534	WATER LINE IMPROVEMENTS	-	-	-	-	-	-	-
<b>Total Capital Outlays Water Dept</b>		<b>2,000</b>	<b>-</b>	<b>20,000</b>	<b>20,000</b>	<b>43,129</b>	<b>(23,129)</b>	<b>216%</b>
505 400 04400 00056 561000	DEPRECIATION	100,000	100,000	100,000	100,000	100,000	-	100%
<b>Total Depreciation Water Dept</b>		<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>-</b>	<b>100%</b>
505 400 04400 00057 579000	CONTENGUENCY	-	-	50,000	50,000	-	50,000	0%
505 061 61100 612000	TRANSFER OUT - OTHER FUNDS	-	-	50,000	50,000	50,000	-	-
<b>Total Other Costs Water Dept</b>		<b>-</b>	<b>-</b>	<b>100,000</b>	<b>100,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50%</b>
505 400 04400 00058 582000	INTEREST PAID ON NOTES	42,194	40,970	38,338	38,338	38,345	(7)	100%
<b>Total Water Dept Debt Service</b>		<b>42,194</b>	<b>40,970</b>	<b>38,338</b>	<b>38,338</b>	<b>38,345</b>	<b>(7)</b>	<b>100%</b>
<b>Subtotal Water Department</b>		<b>420,143</b>	<b>427,982</b>	<b>574,338</b>	<b>574,338</b>	<b>511,260</b>	<b>63,078</b>	<b>89%</b>
<b>Total Water and Sewer Expenses</b>		<b>1,156,403</b>	<b>1,178,923</b>	<b>1,234,806</b>	<b>1,234,806</b>	<b>1,070,326</b>	<b>164,480</b>	<b>87%</b>
<b>Water and Sewer Net Gain / Loss</b>		<b>(204,919)</b>	<b>2,471</b>	<b>(0)</b>	<b>(0)</b>	<b>33,369</b>		
Plus Unfunded Depreciation		388,404	363,876	200,000	200,000	200,000		
Less Principal Debt Reduction		148,708	162,919	193,264	193,264	193,236		
Less Other investment in capital								
Less Operational Transfer to General Fund		200,000	-	-	-	-		
<b>Net affect on Cash Reserves increase / (decrease)</b>		<b>9,377</b>	<b>203,428</b>	<b>6,736</b>	<b>6,736</b>	<b>40,133</b>		



To: Mr. Bob Alexander

From: Chief C. Prokesh

Date: July-30, 2020

RE: Monthly Report, July-2020

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**CADs = 578**

**Arrests = 28**

### **Criminal/Investigative:**

#### **Municipal Court:**

Drug Violations = 2  
Disorderly Conduct = 2  
Suspended License = 2  
Driving Unlicensed = 1  
Fleeing/Attempt to Elude = 1  
Utility Theft = 1  
Theft of City Property = 1  
Damage to City Property = 2  
Obstruction of Officers = 2

#### **Superior Court:**

Theft of Lost or Mislaid Property = 1  
Aggravated Assault on a Law Enforcement Officer = 2  
Poss of a Firearm during the Commission of a Felony = 1  
False Imprisonment = 1  
Theft by Shoplifting = 1  
Giving False Name = 1  
Poss of Drug Related Objects = 1  
Obstruction of Police Officers = 2  
Poss of Scheduled II Controlled Substance (Methamphetamines) = 1  
Poss of Scheduled II Controlled Substance (Hydrocodone) = 1  
Poss of Schedule IV Controlled Substance (Alprazolam) = 1  
Poss of a weapon during the commission of a crime = 1

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### **Traffic:**

**Citations = 111**

**Accidents = 9**

-Vehicle vs. Vehicle = 5

-Deer = 3

-Hit and Run = 1

**Warnings = 73**

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### **OTHER:**

**Lee County 911**  
**119 Pinewood Rd Leesburg , GA 31763**

CFS By All CallType/Department By Date  
07/01/2020 00:00 - 07/31/2020 23:59

Leesburg Police Department	Count	Percent
ABANDONED VEHICLE	1	0.17%
ALARM/FIRE/COMMERCIAL	1	0.17%
ANIMAL AT LARGE	1	0.17%
ANIMAL CALLS	2	0.35%
AREA CHECK	203	35.12%
ASSIST MOTORIST	7	1.21%
ASSIST OTHER AGENCY/SERVICE	2	0.35%
ATTEMPT TO CONTACT	1	0.17%
ATV / DIRT BIKE COMPLAINT	1	0.17%
BURGLARY	1	0.17%
BUSINESS ALARM	5	0.87%
CALL BY PHONE	5	0.87%
CHASE VEH/FOOT	1	0.17%
CHEST PAIN	1	0.17%
CHILD CUSTODY ISSUE	3	0.52%
CIVIL MATTER	2	0.35%
COMPLAINT	5	0.87%
CONTACT PERSON	7	1.21%
COUNTERFEIT	1	0.17%
CUSTOMER TROUBLE	2	0.35%
DAMAGE TO PROPERTY	4	0.69%
DISORDERLY CONDUCT	1	0.17%
DISPUTE	1	0.17%
DOMESTIC	1	0.17%
DRUG INVESTIGATION	1	0.17%
ENTER AUTO	1	0.17%
ESCORT	2	0.35%
FAINT	1	0.17%
FIRE/VEHICLE	1	0.17%
FIREWORKS COMPLAINT	1	0.17%
FLAG DOWN	1	0.17%
FOLLOW UP	26	4.50%
FUNERAL ESCORT	1	0.17%
GOOD INTENT	1	0.17%
HARASSMENT COMPLAINT	3	0.52%
IDENTITY THEFT	1	0.17%
INFORMATION	10	1.73%
JUVENILE PROBLEM	2	0.35%
LICENSE/REGISTRATION	1	0.17%
LOST/ MISLAID PROPERTY	7	1.21%
MECHANICAL BREAKDOWN	3	0.52%
MENTAL/PSYCHIATRIC	1	0.17%



Leesburg Police Department	Count	Percent
MISCELLANEOUS	3	0.52%
NOISE COMPLAINT	2	0.35%
OPENDOOR/WINDOW	1	0.17%
ORDINANCE VIOLATION	5	0.87%
RESIDENTIAL ALARM	9	1.56%
ROAD HAZARD	2	0.35%
RUNAWAY JUVENILE	1	0.17%
SERVE CIVIL PAPER	3	0.52%
SHOPLIFTING	1	0.17%
SPECIAL DETAIL	7	1.21%
SPEEDING/RECKLESS DRIVING	3	0.52%
STOLEN VEHICLE	1	0.17%
SUICIDE / ATTEMPT	1	0.17%
SUSPICIOUS ACTIVITY	3	0.52%
SUSPICIOUS PERSON/VEHICLE	13	2.25%
THEFT	2	0.35%
TRAFFIC STOP (CLI)	158	27.34%
TRANSPORT PRISONER	3	0.52%
UNKNOWN PROBLEM	1	0.17%
UNLOCK VEHICLE	15	2.60%
UNWANTED GUEST	4	0.69%
VEHICLE ACCIDENT	5	0.87%
VEHICLE ACCIDENT/ DEER	3	0.52%
VEHICLE ACCIDENT/ HIT AND RUN	1	0.17%
VIN VER/TRAILER INSPECTION	2	0.35%
WALK IN	2	0.35%
WANTED PERSON	3	0.52%
WELFARE CHECK	1	0.17%
Total Records For Leesburg Police Department	578	Dept Calls/Total Calls 100.00%
Total Records	578	

**PUBLIC WORKS**

**MONTHLY REPORT**

**JUN-26 - JULY-27- 2020**

- . **LIFT STATION - REMAINS OPERATIONAL [ ALL PUMPS OR OPERATIONAL ]**
- . **LIMBS PICK UP - FOR THE MONTH OF JUN [ 9 ] LOADS [ 23.76 ] TONS TOTAL CHARGE [ 1, 900.80 ]**
- . **LIGHTING - NO ACTIVITY**

**CITY OF LEESBURG**

**PROJECT STATUS**

- . **METER REGISTER - ARE ON BACK ORDER**
- . **MAN HOLES REPAIR - ARE MOVING FORWARD**



Location	Class	Type	Data	
			Count of No.	Sum of Estimated Hours
Cemetery	Maintenance	(blank)	1	6
	Maintenance Total		1	6
	Streets	MOWING & WEEDEATING	2	6
		Weed Eating	1	4
	Streets Total		3	10
Cemetery Total				
City Hall	Maintenance	CLEAN UP AT CITY HALL	4	16
	Maintenance Total		1	1
	Pick up supplies	PICK UP CASES OF WATER FOR CITY HALL	1	1
	Pick up supplies Total		1	0
	Sanitation	EMPTY TRASH CANS AT ENTRANCES TO CITY HALL	1	0.25
	Sanitation Total		1	0.25
	Streets	MOWING & WEEDEATING	1	6
	Streets Total		1	6
	Water	PICK UP 4 CASES OF WATER FROM THE DOLLAR STORE FOR CITY HALL	2	0.3
	Water Total		2	0.3
City Hall Total				
Lift Stations	Water	CHECK LIFT STATION	6	7.55
		Pulled Pump	2	3
	Water Total		1	4
Lift Stations Total			3	7
Service Address/Street	Maintenance	BEAUTIFICATION	3	7
	Maintenance Total		1	6
	Sanitation	DELIVER GARBAGE CAN	1	6
		PICK UP BROKEN CAN AND REPLACE WITH NEW CAN	2	0.25
		PICK UP GARBAGE CAN	10	2.25
		PICK UP TRASH ON ROADWAY	3	0.5
		STORM DEBRIS REMOVAL	1	0
		VERIFY # OF TRASH CANS AT THIS LOCATION	1	0.25
		YARD DEBRIS PICKUP	2	0
			8	27
	Sanitation Total			
	Sewer	SEWER IS BACKING UP	27	30.25
	Sewer Total		1	0.25
	Storm Drainage	Clean Storm Ditch	1	0.25
	Storm Drainage Total		1	0
	Streets	Bush Hogging	1	0
		Mow Ditches	5	30
		MOWING & WEEDEATING	1	1
		PULLING WEEDS	21	113
		Repair Driveway	1	6
		Sign Repair	2	2
		SPRAYING WEED KILLER	1	0
		STREET SWEEPING	2	12
		TAKING DOWN FLAGS	1	2
		USED LEAF BLOWER	1	6
	Streets Total		36	178
	Water	BUSTED WATER MAIN	1	4
		CHECK FOR LEAK AND GET READING	9	2.5
		CHECK FOR TAMPERING WITH METER	1	
		CHECK METER FOR STOPPAGE	2	0.75
		CUT WATER BACK ON AFTER BILL PAID ON CUT OFF DAY	4	0.7
		GET READING ONLY	5	0.4
		INSTALL WATER / SEWER TAPS	4	0
		IS THIS PROPERTY VACANT OR OCCUPIED?	1	0.3
		Locate Line	1	6
		Put out door tags	4	1.16
		Repair Leak	4	8.3
		REPLACE BROKEN METER COVER	2	0.25
		REPLACE LID ON METER HOLE IN GROUND	1	0
		Reread Meter	7	1.55
		SKIPPED METER LIST	2	8
		TURN WATER OFF	1	0.25
		TURN WATER OFF AND LOCK METER AND GET READING	15	1.4
		TURN WATER OFF LOCK METER AND PICK UP TRASH CAN	11	1.65
		TURN WATER ON	6	0.9
		TURN WATER ON DELIVER TRASH CAN GET READING	12	2.35
		TURN WATER ON AND GET READING	16	2.85
		VERIFY WATER IS OFF AND LOCKED	6	1.25
	Water Total			
Service Address/Street Total			115	44.56
Train Depot	Streets	MOWING & WEEDEATING	181	259.06
	Streets Total		1	0
Train Depot Total			1	0
Grand Total			195	289.61

# CURB AND GUTTER CLEANING ANNUAL REPORT

[illegible]



## Leesburg Water Pollution Control Plant Monthly Report For July, 2020

Leesburg WPCP was in full compliance with Ga. EPD Permit Requirements for the month.

<u>TEST</u>	<u>RESULTS</u>	<u>PERMIT LIMIT</u>
Avg. Daily Flow (Million Gallons)	.360	1.5
Effluent Biochemical Oxygen Demand	2.0	15
BOD Removal %	99.2	>85%
Effluent Total Suspended Solids	6.9	30
TSS Removal %	98.6	>85%
Effluent Fecal Coliform (# per 100 mL)	6.0	400
Effluent Ammonia	.10	3.0
Effluent Dissolved Oxygen	8.1	>6.0
Min & Max Effluent pH	7.1-7.4	6.0-9.0
Effluent Total Phosphorous	.44	1.5
Low-Level Mercury (mg/day)	1.5	6.3
Total Rainfall for the month	4.1 in.	

Maintenance/Repairs Performed: (1) Weekly cleaning and routine maintenance performed on belt-fed press, UV light units, clarifiers and chemical pump systems at WPCP. (2) Replace all 12 UV bulbs and quartz sleeves in Bank B of the UV disinfection system.

### Expenses:

Fuel (generator/vehicles/mower)	\$ 267.44
Electricity -	\$3,701.35
Chemicals used	\$ 881.84
Lab Tests -	\$2,160.00
DoCo Landfill (solids from press)	\$0,000.00
Maintenance & Repair -	\$1,770.00
Total -	\$8,780.63

## Leesburg Public Drinking Water Wells Monthly Report For July, 2020

Leesburg Public Drinking Water Wells were in full compliance with Ga. EPD Permit Requirements for the month.

<u>TEST</u>	<u>RESULTS</u>	<u>PERMIT</u>
Monthly Avg. Gallons Pumped Per Day:	443,285	800,000
Total Gallons Pumped for the Month:	13.74 Million Gallons	
3 Monthly Bacteria Samples:	0/Absent	0/Absent
Daily Chlorine Residual	.72 mg/L	>.2mg/L
1 Monthly Fluoride Sample:	.54	

Maintenance/Repairs: (1) Remove/clean/reinstall chlorine injectors at Starksville & 32 wells, weekly. (2) Perform monthly preventive maintenance to chlorine and fluoride pumps at Starksville & Hwy. 32 wells.

### Expenses:

Electricity -	\$2,401.49
Chemicals used -	\$ 390.91
Routine Testing	\$ 107.00
Maintenance & Repair -	\$ 00.00
Total -	\$2,899.94