

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

**MINUTES**  
**January 6, 2015**  
**6:00 p.m. Council Chambers**

**City Council members**

Jim Quinn, Mayor  
Bob Wilson, Mayor Pro Tem  
Billy Breeden     Richard Bush  
Sidney Johnson   Debra Long  
Judy Powell

**City Staff**

Bob Alexander, City Manager  
Casey W. Moore, City Clerk  
Bert Gregory, City Attorney

**1.     CALL TO ORDER**

Leesburg City Council was called to order by Mayor Jim Quinn at 6:02 pm with all members present.

**2.     APPROVAL OF MINUTES**

(A) Consideration to approve the minutes of the December 2, 2014 – Mayor Quinn asked for a MOTION to approve the minutes from December 2, 2014. Council member Johnson made a MOTION to approve the minutes. Council member Bush seconded the MOTION. Vote was unanimous.

**3.     PUBLIC HEARING**

(A)

**4.     NEW BUSINESS**

(A) Presentation from Mauldin & Jenkins regarding the 2014 Fiscal year Audit – Craig Moye from Mauldin & Jenkins Accounting firm presented the council with the 2014 audit and corresponding financial statements. Mr. Moye reviewed the independent auditor's report as well as the financial statement. The statements include a decrease in fund balance in the governmental fund of (121,524) and an increase in net position in the enterprise fund of 245,562. Mr. Moye explained to the council that because their budget had been prepared with a beginning balance made up of fund balance from the prior year the city expected to have a small short fall. Mr. Moye explained that procedures that the city has in place are working, but there was one item that would probably always be an issue because of the size of the city. The city will always have segregation of duties as a finding in the audit because there are not enough people within the office to fulfill the criteria for proper segregation of duties. Overall the city was in good shape financially.

(B) Approval of Municode Agreement to begin Recodification legal review – City Clerk Casey W. Moore presented the council with a proposal to Municode for updating and recodifying city ordinances. The proposal explains the process for the ordinances to be assigned to an in house attorney and the timeline should be approximately 12-18 months. Council member Johnson made a MOTION to approve the Municode

agreement for recodification of city ordinances. Council member Powell seconded the MOTION. Vote was unanimous.

(C) Approval of Alcohol Licenses for 2015 – Chief Moore reviewed with the council the renewal applications for alcohol licenses for 2015. The Chief explained that there had been no problems with business requesting renewal. Chief Moore recommended renewal of all license applications. Council member Long made a MOTION to approve the alcohol license renewals. Council member Breeden seconded the MOTION. Vote was unanimous.

(D) Consideration of bids on Police Car – Chief Moore presented the council with prices for a budgeted car for the police department. After discussing with the city manager the options of each car and cost the Chief felt that purchasing a Ford Interceptor from Sunbelt Ford Albany was the best option. Council member Johnson made a MOTION to approve the purchase of a 2015 Police Interceptor from Sunbelt Ford at a cost of \$21,953.96. Council member Bush seconded the MOTION. Vote was unanimous.

5. **CITY MANAGER'S MATTERS**

City Manager Bob Alexander addressed the council about the train depot funds from the Georgia Dept. of Transportation. Bob explained that a meeting was scheduled for January 22 at the GDOT office in Atlanta with Commissioner Russell McMurray and Deputy Commissioner Todd Long. The purpose of the meeting will be to discuss the hold on train depot funds and is there anything that can be done to remove the hold currently in place. Mr. Alexander also mentioned council members and staff going to the GMA Mayor's Day Conference.

6. **DEPARTMENTAL REPORT**

(A) Finance

City Clerk/Finance Director Casey W. Moore reviewed December information with the council including areas that may have overages before the year ends. There were no questions.

(B) Police

Chief Moore reviewed December police citations/warnings with the council. There were no questions.

(C) Public Works

Director William Clark reviewed public works activity for the month of December. The utility is functions at normal levels and OMI is continuing to communicate with William on maintenance and repairs needed. Water and Waste water functions are operating at normal levels.

7. **GOVERNMENTAL BOARDS/AUTHORITIES**

8. **COUNCIL MEMBER'S MATTERS**

9. **OLD BUSINESS**

10. **CITY ATTORNEY'S MATTERS**

11. EXECUTIVE SESSION

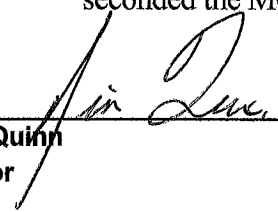
12. PUBLIC FORUM

13. ANNOUNCEMENTS

14. ADJOURNMENT

*Agenda May Change Without Notice*

Council member Long made a MOTION to adjourn at 6:43pm. Council member Johnson seconded the MOTION. Vote was unanimous.

  
\_\_\_\_\_  
Jim Quinn  
Mayor

  
\_\_\_\_\_  
Bob Alexander  
As ex officio City Clerk

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

**MINUTES**  
**February 3, 2015**  
**6:00 p.m. Council Chambers**

**City Council members**

Jim Quinn, Mayor  
Bob Wilson, Mayor Pro Tem  
Billy Breeden     Richard Bush  
Sidney Johnson   Debra Long  
Judy Powell

**City Staff**

Bob Alexander, City Manager  
Casey W. Moore, City Clerk  
Bert Gregory, City Attorney

**1.     CALL TO ORDER**

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**2.     APPROVAL OF MINUTES**

(A) Consideration to approve the minutes of the January 6, 2015 - Mayor Quinn asked for a MOTION to approve the minutes from January 6, 2015. Council member Johnson made a MOTION to approve the minutes. Council Breeden seconded the MOTION. Vote was unanimous.

**3.     PUBLIC HEARING**

(A)

**4.     NEW BUSINESS**

(A) Proclamation for Career and Technical Education Month for Lee County High School CTAE

(B) Consideration of Approval of charge to General Fund Contingency to cover personnel (overtime) costs overages through December 2014 – City Manager Bob Alexander explained to the council that due to recent policy changes (addressing number of officers patrolling) overtime has been more than expected. Currently the amount charged to overtime for the police department is \$35,332.64. Changes have been made to scheduling procedures to minimize overtime going forward. City Manager has recommended that \$35,000.00 be charged to the contingency line for a transfer to the overtime line. Council member Johnson made a MOTION to transfer \$35,000.00 from contingency to the overtime budget line item to cover additional costs. Council member Bush seconded the MOTION. Vote was unanimous.

(C) Consideration of Approval of charge to General Fund Contingency to transfer 2014 LMIG funds to SPLOST for resurfacing project to be bid before April 2015 – City Manager Bob Alexander explained to the council that in fiscal year 2014 the city received LMIG funds that were banked for future spending. Because of this there was no offset of the revenue Leesburg received and the funds became part of the fund

balance for the general fund. William has now finished his road resurfacing list and funds will be spent in fiscal year 2015. City Manager Bob Alexander recommended charging the contingency for \$28,377.96 and transferring it to the SPLOST fund so that 2014 and 2015 LMIG funds can be expended with Leesburg matching budgeted in SPLOST. Council member Wilson made a MOTION to approve the charge to contingency. Council member Johnsons seconded the MOTION. Vote was unanimous.

- (D) Consideration of Approval of Transportation/Utility Plan – City Manager Bob Alexander discussed using the DARTS unified work program to do a transportation/utility plan. The plan would give the city insight on possible future expansion of utilities as well necessary plans criteria for roads intersecting with the Cannon Bypass and the Leesburg North Bypass. The city would need to approve a \$5,000.00 match (20%) for total planning funds of \$25,000.00. The City Manager made a recommendation to approve the \$5,000.00 for the study as well as accept Carter & Sloope as the project engineer. Council member Johnson did ask about Georgia DOT officials allowing Leesburg to place roads on both the Leesburg Bypass and the Cannon Bypass and stated he did not want to spend money if they would not allow access. The City Manager assured Mr. Johnson that the state supported the study and would allow placement intersecting roads. Council member Johnson made a MOTION to approve \$5,000.00 in matching funds for the transportation/utility study as well as accept Carter and Sloope as engineers for the study. Council member Long seconded the MOTION. Vote was unanimous.
- (E) Consideration of Approval for Alcohol License Renewal for 2015 – City Manager Bob Alexander presented the council with an additional alcohol license application. Dollar General as of the January council meeting had not made application for a alcohol license. Dollar General has submitted all necessary information and no problems had arisen from this business in the past. Council member Long made a MOTION to approve their alcohol license. Council member Breeden seconded the MOTION. Vote was unanimous.

5. **CITY MANAGER'S MATTERS**

6. **DEPARTMENTAL REPORTS**

(A) Finance

Finance Director Casey W Moore reviewed the financial report submitted for January explaining that 90% of taxes for 2014 had been collected and that the service contracted to collect old taxes was working to clear prior years. Of those prior years about \$14,500.00 had been received. The expectation is that revenues will continue to decrease through the end of the fiscal year.

(B) Police

Chief Charles Moore referenced the current code enforcement plan in the meeting package. He explained that some properties had been cleaned or cleared and he and the City Manager were continuing to work the plan.

(C) Public Works

Public Works Director William Clark gave the council a summary of the work performed by his department for the month of January. He also gave the council an update of the public works building and the current GEFA projects that will be going to bid within the next two months.

7. **GOVERNMENTAL BOARDS/AUTHORITIES**

8. **COUNCIL MEMBER'S MATTERS**

9. **OLD BUSINESS**

10. **CITY ATTORNEY'S MATTERS**

11. **EXECUTIVE SESSION**

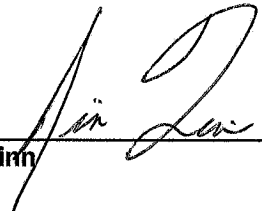
12. **PUBLIC FORUM**

13. **ANNOUNCEMENTS**

Next regular scheduled meeting will be March 3, 2015

14. **ADJOURNMENT**

*Agenda May Change Without Notice*

  
\_\_\_\_\_  
Jim Quinn  
Mayor

  
\_\_\_\_\_  
Bob Alexander  
As ex officio City Clerk

# City of Leesburg

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

## City Council

Jim Quinn, Mayor  
Bob Wilson, Mayor Pro Tem  
Billy Breeden      Richard Bush  
Sidney Johnson     Debra Long  
Judy Powell

## MINUTES

**March 3, 2015**  
6:00 p.m.

## City Staff

Bob Alexander, City Manager  
Casey W. Moore, City Clerk  
Bert Gregory, City Attorney

### 1. CALL TO ORDER

If I Were Mayor...

Mayor Jim Quinn called the March 3, 2015 meeting to order by introducing Layla Orndorff. Layla is the winner of the If I Were Mayor essay contest. Mayor Jim Quinn opened with a word of prayer and led in the pledge. Layla then read her essay to the council and members of the public.

### 2. APPROVAL OF MINUTES

(A) Consideration of Approval minutes of the February 3, 2015

Mayor Jim Quinn asked for a MOTION to approve the minutes of the February 3, 2015 meeting. Council member Johnson made a MOTION to approve the minutes. Council member Wilson seconded the MOTION. Vote was unanimous.

### 3. PUBLIC HEARING

### 4. NEW BUSINESS

(A) Consideration of Approval of Budget Schedule for 2016 FY Budget

Finance Director Casey W. Moore presented the council with a budget schedule for preparing the 2016 budget. She explained that the department heads would begin their budget by March 16<sup>th</sup> and that budget request would be due back by March 31<sup>st</sup>. The council would be presented with a recommended budget in May and the final hearing and adoption would tentatively be set for June.

(B) Consideration of Approval of Local Maintenance Improvement Grant bids for resurfacing  
Public Works Director William Clark presented the council with bid tabulations for LMIG/matching funds to cover various resurfacing projects in the City. Mr. Clark recommended approving the bid from Jim Boyd Construction as the most responsive bidder at a cumulative cost of \$82,000.00. Additional dollars would be allocated from SPLOST to cover the amount over the LMIG and previously budgeted matching funds. Council member Johnson questioned resurfacing 2<sup>nd</sup> Street and remembered it being closed some years ago. Mr. Johnson did not want to expend funds if there was no need. After some discussion Council member Wilson made a MOTION to approve the cumulative bid to Jim Boyd at a project cost of \$82,000.00. Council member Johnson seconded the MOTION. Vote was unanimous.

(C) Consideration of Approval of Equipment Purchase-2015 F-250 at a cost of \$22,294.32

Public Works Director William Clark presented the council with bids for a F150/F250 truck for the public works department. Mr. Clark explained differences in cost being \$394.00 dollars and

that the F250 is designed to handle heavy duty work which the department does. Mr. Clark recommended purchasing a F250 from Sunbelt Ford in Albany as they were the most responsive bidder and willing to accomodate the city's timetable for ordering. Council member Johnson made a MOTION to approve the purchase of a 2015 F250 at a cost of \$22,294.32. Council member Breeden seconded the MOTION. Vote was unanimous.

(D) Consideration of Approval of Equipment Purchase-Asphalt Trailer at a cost of \$ 20,792.00  
Public Works Director William Clark presented the council with bid tabulations for a hot asphalt trailer. Mr. Clark indicated that bids were received from two bidders and that the most responsive bidder was Falcon Asphalt at a cost of \$20,792.00. Council member Long made a MOTION to approve the purchase of an asphalt trailer at a cost of \$20,792.00. Council member Powell seconded the MOTION. Vote was unanimous.

(E) Consideration of Adoption of Election Qualifying Fees  
City Clerk Casey W Moore presented the council with Qualifying Fees for the current Council Post that will be up for election in November 2015. Ms. Moore explained that in considering recommendations from the Secretary of State fees should be set in each year there is a municipal election. Notices were run in the legal organ in January but this action would serve as official setting of fees. Council member Johnson made a MOTION to adopt the Qualifying Fees at \$54.00. Council member Long seconded the MOTION. Vote was unanimous.

(F) Consideration of Zoning Request from Patricia Fore  
Council member Johnson recused himself from the conversation regarding Ms. Fore due to a conflict of interest. (Ms. Fore is Mr. Johnson's sister-in-law) Ms. Fore appeared before the City Council to ask about zoning of property located on the corner of 3<sup>rd</sup> and Hwy 195. Ms. Fore asked the council to look at zoning for this property and reconsider current designation. Ms. Fore stated the property had been commercial for over 40 years. She stated that she was never notified of the change and thought it could be an error on the map. She requested that it be rezoned to commercial zoning. City Manager Bob Alexander in a memo to council members recommended sending her request to the planning commission for a review. City Attorney Gregory stated that in 2013 when ordinances and maps were updated and amended proper procedure was followed as required by Georgia law that included notification in the legal organ and posting of property all over the city. Public notice was also given in the form of two public hearings at a Planning and Zoning Commission meeting and a City Council meeting. Some discussion was had between council members about rezoning in recent years but Council member Wilson made a MOTION to send the issue to the planning commission for a recommendation. Council member Powell seconded the MOTION. Vote was unanimous.

5. **CITY MANAGER'S MATTERS**

City Manager Bob Alexander gave the council an update on the Park Street Senior Development. Construction is scheduled to begin in June. Mr. Alexander also gave an update on the Train Depot. He has been notified that SHPO has approved the application and Leesburg should still meet the let date of May 2015.

6. **DEPARTMENTAL REPORTS**

(A) Finance



Finance Director Casey W. Moore gave an update on the city website and asked for information from each council person for the official's page. She also reviewed financial information.

(B) Police

Chief Charles Moore reviewed the police report for the month of February. He stated that everything was functioning well.

(C) Public Works

Public Works Director William Clark reviewed his report and gave an update of the current projects the city has.

7. **GOVERNMENTAL BOARDS/AUTHORITIES**

8. **COUNCIL MEMBER'S MATTERS**

9. **OLD BUSINESS**

10. **CITY ATTORNEY'S MATTERS**

11. **EXECUTIVE SESSION**

Discussion of future acquisition of real estate

Council member Long made a MOTION to go into executive session to discuss future acquisition of real estate and pending litigation. Council member Johnson seconded the MOTION. Vote was unanimous.

Council member Long made a MOTION to come out of executive session. Council member Breeden seconded the MOTION. Vote was unanimous. No action taken.

12. **PUBLIC FORUM**

13. **ANNOUNCEMENTS**

Next regular scheduled meeting will be April 7, 2015

14. **ADJOURNMENT**

*Agenda May Change Without Notice*

**Council member Johnson made a MOTION to adjourn. Council member Bush seconded the MOTION. Vote was unanimous.**

  
\_\_\_\_\_  
Jim Quinn  
Mayor

  
\_\_\_\_\_  
Bob Alexander  
As ex officio City Clerk

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City Staff

Bob Alexander, City Manager  
Casey W. Moore, City Clerk  
Bert Gregory, City Attorney

1.     **CALL TO ORDER**

Mayor Jim Quinn called the meeting to order at 6:00pm with prayer and pledge. Council member Judy Powell was absent and City Attorney Bert Gregory was absent.

2.     **APPROVAL OF MINUTES**

(A) Consideration of Approval minutes of the March 3, 2015

Mayor Quinn asked for a MOTION to approve the minutes from the March 3, 2015 meeting. Council member Wilson made a MOTION to approve the minutes. Council member Bush seconded the MOTION. Vote was unanimous.

3.     **PUBLIC HEARING**

4.     **NEW BUSINESS**

(A) Consideration of Adoption of Parking Ordinance

City Manager Bob Alexander asked the council to table this item due the absence of the City Attorney.

(B) Reconsider rezoning request from Patricia Fore

City Manager Bob Alexander explained to the council that at their 3/3/15 meeting he had recommended the city initiating a review of property located at 111 3<sup>rd</sup> St. After the meeting there was additional information brought to the City Manager's attention that property had been rezoned to the current zoning in June of 2010 at the request of the property? The current zoning map was readopted in 2013 and this same area was considered and kept as R-3. **Council member Sidney Johnson recused himself from this item because of a conflict of interest (family member).** The City Manager recommended to the council they not do anything and notify the property owner that she can move through the rezoning process. Council member Wilson then made a MOTION to rescind the recommendation to initiate a recommendation from the Planning and Zoning Commission. Council member Bush seconded the MOTION. Vote was unanimous.

(C) Consideration of Approval of Alcohol License for

Chandanben Patel/EZ Food Mart

The council was presented with an application for alcohol for the EZ Food Mart, which already has a alcohol license but has acquired a new partner. The application was completed and the city has received the background checks necessary. The Chief of Police has sent off fingerprint information. Council member Johnson made a MOTION to approve the license. Council member Long seconded the MOTION. Vote was unanimous.

5.     **CITY MANAGER'S MATTERS**

City Manager Bob Alexander told the council that the environmental portion of the Train Depot had been completed. The depot would continue to move through the process and that it was basically in the hands of the Department of Transportation. Council member Johnson asked how money could be taken back after it is awarded in projects like the depot. He asked the City Manager to contact Representative Bishop about the funding.

6. **DEPARTMENTAL REPORTS**

(A) Finance

The Finance Director presented the council with information from March and what to expect for the rest of the fiscal year.

(B) Police

The Chief of Police explained to the council that body cameras had been ordered and would begin being used in the next few months. He explained that the police operating procedures would be updated to reflect camera usage. Council member Wilson asked about how the cameras would be turned on. The Chief explained that they would come on by touch when the officer activated them. Mayor Quinn asked about storage and the Chief explained that his computer would be used for storage.

(C) Public Works

Mr. Clark gave an update on various projects the city is working on as well as his monthly report for work handled by the Public Works employees.

7. **GOVERNMENTAL BOARDS/AUTHORITIES**

8. **COUNCIL MEMBER'S MATTERS**

9. **OLD BUSINESS**

10. **CITY ATTORNEY'S MATTERS**

11. **EXECUTIVE SESSION**

12. **PUBLIC FORUM**

13. **ANNOUNCEMENTS**

14. **ADJOURNMENT**

*Agenda May Change Without Notice*

Council member Long made a MOTION to adjourn. Council member Breeden seconded the MOTION. Vote was unanimous. Meeting adjourned at 6:26 pm

\_\_\_\_\_  
Jim Quinn  
Mayor

\_\_\_\_\_  
Bob Alexander  
As ex officio City Clerk

**City of Leesburg**  
**City Hall, 107 N Walnut Avenue, Leesburg, GA 31763**  
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Jim Quinn, Mayor  
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Billy Breeden     Richard Bush  
Sidney Johnson   Debra Long  
Judy Powell

**City Staff**

Bob Alexander, City Manager  
Casey W. Moore, City Clerk  
Bert Gregory, City Attorney

**1. CALL TO ORDER**

Mayor Jim Quinn called the meeting to order at 6:00pm with prayer and a pledge. All members were present.

**2. APPROVAL OF MINUTES**

(A) Consideration of Approval minutes of the April 5, 2015

Mayor Quinn asked for a MOTION to approve the minutes from the April 7, 2015 meeting. Council member Wilson made a MOTION to approve the minutes. Council member Johnson seconded the MOTION. Vote was unanimous.

**3. PUBLIC HEARING****4. NEW BUSINESS**

(A) Consideration of Adoption of Parking Ordinance

City Manager Bob Alexander asked Attorney Bert Gregory to explain the proposed parking ordinance. Mr. Gregory explained that there had been recent concerns about parking problems on Robert B. Lee at the Lee County YMCA. After researching some options about solutions an updated parking ordinance was proposed that allowed the City Manager some flexibility to make necessary changes regarding no parking areas within the city. Mr. Gregory also explained that funeral directors could be given specific timing for certain areas of the city within the ordinance. Mr. Alexander explained that the intention was not to "ruffle feathers" but to hopefully make the road safer for all residents. Mr. Johnson then asked how this proposed ordinance would affect areas that are currently zoned for commercial use. Mr. Alexander again stressed the flexibility given in the ordinance not penalize just to maintain safe areas where needed. Council member Wilson asked about costs incurred to implement. Mr. Alexander said there would be no costs, Council member Wilson also asked about parking as it relates to Indian Oaks Subdivision and was Mr. Hancock (Homeowner's Association) aware of the ordinance and how would it affect them. Mr. Alexander did say he had not discussed it but would make sure the ordinance would cause no problems for neighborhoods. Council member Long made a MOTION to adopt the proposed parking ordinance and waive the second reading. Council member Johnson seconded the MOTION. Vote was unanimous.

(B) Consideration of Approval of Change Order to Little River Contractors in the

Amount of \$24,000.00 for Manhole Rehabilitation

City Manager Bob Alexander presented the council with a change order for additional work for inflow and infiltration within the sewer system. The additional work will consist of manhole rehabilitation tying into the force main replacement project on Society Ave and the diversion line project on Peach St. The original project had deductions and allowed for additional money to be reallocated. Mr. Alexander asked for approval of a change order not to exceed \$24,000.00. Council member Johnson made a MOTION to approve a change order not to exceed \$24,000.00 for manhole rehabilitation within the sewer system. Council member Breeden seconded the MOTION. Vote was unanimous.

(C) Consideration of Approval of Testing Services to be provided by TTL for monitoring  
And testing at the Public Works Building Site at an estimated cost of \$12,500.00

Mr. Alexander presented the council with a proposal for inspection and construction materials testing from TTL for Leesburg's Public Works Building location on Smithville Road. Mr. Alexander explained that special inspections were needed for concrete and placement as well as sampling; there is also a need for inspection of structural steel connections. This proposal will also include daily reports of progress is estimated to cost \$12,500.00. City Attorney Bert Gregory added that the contract did reference a change needed to cover contract disputes would be covered under Georgia law. Council member Johnson made a MOTION to approve the proposal. Council member Long seconded the MOTION. Vote was unanimous.

(D) Consideration of Approval of Georgia Interlocal Risk Management Agency  
Insurance Renewal for 2015-2016 at a cost of \$60,869.00.

Finance Director Casey W. Moore presented the council with renewal information for property and casualty insurance for 2015-2016. Based on historical claims and appraisal values of property and equipment there is a slight decrease over fiscal year 2014-2015. The total for the policy for 2015-2016 will be \$60,869, is based on a five year claims history and has been underwritten by the same company for many years. Council member Long made a MOTION to approve the insurance renewal at a cost of \$60,869 for the 2016 fiscal year. Mayor Quinn did ask if the policy does cover board appointments made by the council ie: Health Department? City Attorney Bert Gregory stated in most cases those items are covered but this is a question that could be posed to the insurance agent for specific answers. Council member Powell seconded the MOTION. Vote was unanimous.

(E) Consideration to Approval of Award for GEFA Water System Improvement Project  
To HTS Construction as low bid of \$854,669.14 - \$137,167.24 for a net total of  
\$717,501.90

City Manager Bob Alexander presented the council with bid tabulations for the GEFA Water System Improvement Project for areas of Walnut Ave, Smithville Road, Starksville Road etc. The bids were over the established budget of \$739,054.50. With the help of the engineer the recommendation for the project is to approve the bid from HTS Construction, Inc. for \$854,669.14 along with a change order (#1) in the amount of \$137,167.24 to reduce the total of the project to \$717,501.90. Mr. Alexander explained that with the change order the total project would be brought within the funding allowance from GEFA for the project. Council member Johnson made a MOTION to approve the bid and change order for \$854,669.14 less (-) change order of \$137,167.24 for a net project total of \$717,501.90. Council member Bush seconded the MOTION. Vote was unanimous.

(F) Consideration of Acceptance-Surplus Property-Bulldozer with estimated Value of  
\$100,000.00

City Manager Bob Alexander proposed taking possession of a Department of Defense Bulldozer with an estimated value of \$100,000.00. He explained that there were needs for this type of equipment within the city. He recommended to the council acceptance of the bulldozer. Council member Johnson made a MOTION to acquire the bulldozer from the Department of Defense. Council member Breeden seconded the MOTION. Vote was unanimous.

5. CITY MANAGER'S MATTERS

6. DEPARTMENTAL REPORTS

(A) Finance

Finance Director Casey W. Moore presented the council with a review of April financial information. She explained that based on budgeted revenues and expenditures we should finish the fiscal year as projected. There were no questions.

(B) Police

Chief Moore explained to the council that everything seems to be going well. School will end on May 21<sup>st</sup>.

(C) Public Works

Public Works Director William Clark reviewed his department work for the month as well as addressed minor issues regarding debris pickup. The council did have concern about how often pick up was happening and the process used. The Finance Director suggested she and Mr. Clark meet to review the current process and evaluate for possible improvements. Mr. Clark gave an update on the public works building which should be under construction by mid-summer.

7. GOVERNMENTAL BOARDS/AUTHORITIES

8. COUNCIL MEMBER'S MATTERS

9. OLD BUSINESS

10. CITY ATTORNEY'S MATTERS

11. EXECUTIVE SESSION

Potential Litigation

Council member Long made a MOTION to go into executive session to discuss potential litigation. Council member Powell seconded the MOTION. Vote was unanimous.

Council member Johnson made a MOTION to come out of executive session. Council member Long seconded the MOTION. Vote was unanimous.

Council member Long made a MOTION to authorize the City Attorney to Quit Claim Deed Gas Station, Alley and property on First St. (Permission to Condemn). Council member Bush seconded the MOTION. Vote was unanimous.

12. PUBLIC FORUM

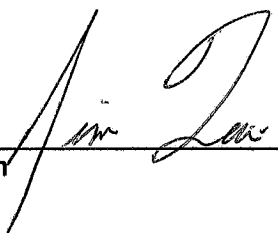
13. ANNOUNCEMENTS

Next regular scheduled meeting will be June 2, 2015

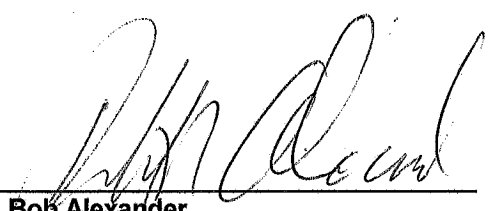
14. ADJOURNMENT

*Agenda May Change Without Notice*

\_\_\_\_\_  
Jim Quinn  
Mayor



\_\_\_\_\_  
Bob Alexander  
As ex officio City Clerk



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 Sidney Johnson   Debra Long  
 Judy Powell

City Staff

Bob Alexander, City Manager  
 Bert Gregory, City Attorney

**1. CALL TO ORDER**

Mayor Jim Quinn called the meeting to order at 6:00pm with prayer and a pledge. All members were present.

**2. APPROVAL OF MINUTES**

(A) Consideration of Approval minutes of the June 2, 2015

Mayor Quinn asked for a MOTION to adopt the minutes from the May 5, 2015. Council member Johnson made a MOTION to adopt the minutes as presented. Council member Bush seconded the MOTION. Vote was unanimous.

**3. PUBLIC HEARING****4. NEW BUSINESS**

(A) Consideration of Approval to GEFA 2013L06WS increase in the estimated amount of \$235,000.00

City Manager Bob Alexander and Carter and Sloope Engineer Chad Griffin presented the council with a Proposal for increasing the amount of the current Water System Improvement Project. The original project was proposed at \$717,501.90 but additional items needed to complete the project create additional cost of \$235,469.41. The recommendation by City Manager Bob Alexander is to add the additional cost to the current GEFA loan amount which is set with a repayment of 20 years and would add an additional \$13,500.00 per year in debt service. Mr. Griffin explained to the council this project addresses needed improvements within the system to eliminate water lines under Hwy 19 as well as clear up some alley paving issues the city has. Council member Johnson made a MOTION to approve the additions. Council member Bush seconded the MOTION. Vote was unanimous.

(B) Consideration of Adoption of 2016 City of Leesburg Budget Resolution

City Manager Bob Alexander reviewed the 2015 Fiscal Budget with the council and highlighted the fund budgets which are

General Fund	2,045,000 million
SPLOST	608,000
Water-Sewer	1,485,000 million
Solid Waste	477,000

Council member Johnson made a MOTION to adopt the resolution for the 2016 Fiscal Budget. Council member Bush seconded the MOTION. Vote was unanimous.

(C) Consideration of Approval for Proposals for Landscaping areas at the intersection of Walnut Ave & 4<sup>th</sup> Street

City Manager Bob Alexander presented the council with a landscaping proposal for the intersection of

Walnut Avenue and 4<sup>th</sup> Street. Public Works Director William Clark recommending using the lowest , most responsive bidder which is Mark's Greenhouse at a cost of \$9,925.75. Council member Long made a MOTION. Council member Powell seconded the MOTION. Vote was unanimous.

(D) Consideration of Approval of appointment to Regional Commission for the following members

- |                |                        |
|----------------|------------------------|
| Robert Ramsey  | Non-public appointment |
| Dwight Hickman | Lee County Municipal   |
| Glenda Battle  | Lee County Additional  |

Council member Johnson made a MOTION to reappoint the referenced members to the Regional Commission for the remainder of calendar year 2015. Council member Johnson made a MOTION to reappointment the three members. Council member Long seconded the MOTION. Vote was unanimous.

5. **CITY MANAGER'S MATTERS**

6. **DEPARTMENTAL REPORTS**

(A) Finance

(B) Police

(C) Public Works

7. **GOVERNMENTAL BOARDS/AUTHORITIES**

8. **COUNCIL MEMBER'S MATTERS**

9. **OLD BUSINESS**

10. **CITY ATTORNEY'S MATTERS**

11. **EXECUTIVE SESSION**

12. **PUBLIC FORUM**

13. **ANNOUNCEMENTS**

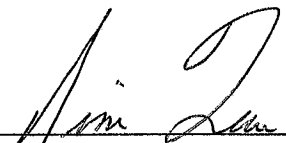
Next regular scheduled meeting will be July 7, 2015

14. **ADJOURNMENT**

*Agenda May Change Without Notice*


Council member Johnson made a MOTION to adjourn the meeting. Council member Breeden seconded the MOTION. Vote was unanimous.





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Jim Quinn  
Mayor



---

Bob Alexander  
*Ex officio* City Clerk

CRD

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

City Council members

Jim Quinn, Mayor  
Bob Wilson, Mayor Pro Tem  
Billy Breeden     Richard Bush  
Sidney Johnson   Debra Long  
Judy Powell

City Staff

Bob Alexander, City Manager  
Bert Gregory, City Attorney

1.     **CALL TO ORDER**

Mayor Jim Quinn called the meeting to order at 6:00 pm with prayer and a pledge. Council member Debra Long was absent, all other members were present. Mayor Quinn said that he was changing the Agenda by moving Chad Griffin up to number 3, then the Agenda would resume as scheduled.

2.     **APPROVAL OF MINUTES**

(A) Consideration of Approval minutes of July 7, 2015

Mayor Quinn asked for a MOTION to adopt the minutes from July 7, 2015. Council member Johnson made a MOTION to adopt the minutes as presented. Council member Bush seconded the MOTION. Vote was unanimous.

3.     **NEW BUSINESS**

(A) Consideration of proposed GEFA Elevated Tank Project

Carter and Sloope Engineer Chad Griffin stated that the elevated water tank located on State Route 32 will need to be raised 40 feet to meet the EPD Minimum Standards for pressure and to move the project forward an environmental study needs to be initiated to be presented to the GEFA Board in December. Council member Bush made a MOTION to allow Chad Griffin to proceed with Part 1 of the application and to do the Environmental Documents. Council member Johnson seconded the MOTION. Vote was unanimous.

4.     **PUBLIC HEARING**

Mayor Quinn asked for a MOTION to go into Public Hearing. Council member Powell made the motion seconded by Council member Johnson. Vote was unanimous. Public Hearing was opened.

(A) **Z15-001L ZONING APPLICATION. WILLIAM A. HANCOCK** has submitted an application to rezone 1.09 acres of land in Land Lot 51 of the 1<sup>st</sup> District of Lee County Georgia. Property is located on the corner of Old Smithville Road and GA Hwy 195 N. Application is made to rezone from R-1 Single Family Residential to C-2 General Business for purposes of commercial and/or retail development

Marcia Studley of Lee County Planning and Engineering Department presented a map showing the location of the property and stated that the County had conducted a Public Hearing and the Planning Commission recommended unanimously approving the rezoning.

William Hancock spoke in favor of the rezoning and stated that he represented Dr. Phillip Hajek who had acquired the property with the intent for some type of Farmers Market, but any general business could locate on the property.

No one spoke against the rezoning. Mayor Quinn asked for a MOTION to close the Public Hearing. Motion was made by Council member Wilson and seconded by Council member Breeden. Vote was unanimous and the Public Hearing was closed.

Mayor Quinn asked if the Council wanted to take action on the Public Hearing and Council Member Johnson made a MOTION to go with the Planning Commission's recommendation to approve the rezoning. Council Member Bush seconded the MOTION. Vote was unanimous.

5. **NEW BUSINESS**

(A) Lee County School System Superintendent Dr. Jason Miller was to address the Mayor and Council but was unable to be attend because of Open House at the High School

(B) Consideration of Approval of Bids for Walnut Street

City Manager Bob Alexander stated that two bids had been received for the Milling and Resurfacing required by the water leaks on Walnut Avenue. The repairs must be 100 feet on either side of the leak. Public Works seeks approval of the most responsive bidder for this project, Oxford Construction Company, in the amount of \$21,125.00. Council member Johnson made a MOTION to accept the bid from Oxford Construction Company. Council member Powell seconded the MOTION. Vote was unanimous.

(C) Consideration of Approval of Lawnmower Bids

City Manager Bob Alexander said the purchase of a new Lawnmower is in the budget and there are three bids. Public Works Director William Clark finds Lee Power and Equipment to be the most responsive bidder for a 48" Toro Series 3000 in the amount of \$6,639.12. Council member Johnson made a MOTION to accept the bid from Lee Power and Equipment to purchase the Lawn Mower. Council Member Wilson seconded the MOTION. Vote was unanimous.

(D) Consideration of proposed GDOT LMIG FY Resurfacing Projects

City Manager Bob Alexander presented the proposed LMIG Street Resurfacing listing. Council member Powell made a MOTION to approve the list of roads. Council member Breeden seconded the MOTION. Vote was unanimous.

6. **CITY MANAGER'S MATTERS**

City Manager Bob Alexander said to remember school starts Friday and the Police will be busy keeping the roads clear.

7. **DEPARTMENTAL REPORTS**

(A) Finance

(B) Police

(C) Public Works

8. **GOVERNMENTAL BOARDS/AUTHORITIES**

**9. COUNCIL MEMBER'S MATTER**

Council member Powell gave an update on the Summer Activities in Leesburg and asked two of the three involved with these activities to speak to the Mayor and City Council.

Mildred Sherman of the Jordan Grove Baptist Church related the activities that had taken place from May 26 through July 31. Her goal was to provide a Resource Center that was educational for the kids. Breakfast and lunch was served and there were 95 – 100 children that participated. They ended with a Back to School Bash and 35 – 50 children attended.

Claire Levy with the Leesburg Library said their program focused on the fact that Every Child has a Super Hero and has a story to tell. She introduced Michael Kennedy, who is completing his Masters in Library Science from Valdosta State University, to tell about their activities. This program started May 26 with 180 children to kick off the Summer Reading program. The reading program emphasized stamina rather than the number of books read. 28 children completed the program and there were a total of 363 participants. 41 programs were provided for the children and 12 programs for those with Special Needs. There will be programs in the fall for the preschool reinforcing every child ready to read initiative.

Council member Powell stated that Patsy Shirley with Family Connections collaborated with these activities during the summer providing 300 book bags with school supplies for the children who participated in these activities.

**10. OLD BUSINESS****11. CITY ATTORNEY'S MATTERS****12. EXECUTIVE SESSION**

Mayor Quinn asked for a MOTION to go into Executive Session to discuss pending Legal Issues and Personnel. Council member Powell made a MOTION to go into Executive Session. Council member Breeden seconded the MOTION. Vote was unanimous.

Mayor Quinn stated that Council member Johnson made a MOTION to come out of Executive Session. Council member Powell seconded the MOTION. Vote was unanimous.

City Attorney Gregory asked for a MOTION to approve the Minutes of the Executive Session as read in the Executive Session. Council member Johnson made a MOTION to approve Minute of the Executive Session as read in the Executive Session. Council member Breeden seconded the MOTION. Vote was unanimous.

City Attorney Gregory said no action was taken in the Executive Session and no action was needed on the pending legal issue and asked what action was taken on the personnel matter.

Council member Powell made a MOTION recommending a 5% raise be given City Manager Bob Alexander based on his current salary. Council member Johnson seconded the MOTION. The vote was unanimous.

**13. PUBLIC FORUM**

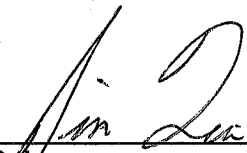
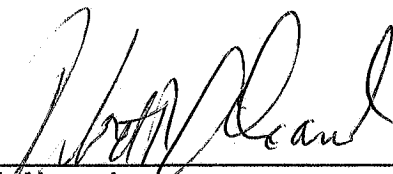
14. ANNOUNCEMENTS

Next regular scheduled meeting will be September 1, 2015

15. ADJOURNMENT

*Agenda May Change Without Notice*

Council member Johnson made a MOTION to adjourn the meeting. Council member Wilson seconded the MOTION. Vote was unanimous.

  
\_\_\_\_\_  
Jim Quinn  
Mayor  
\_\_\_\_\_  
Bob Alexander  
As ex officio City Clerk

**City of Leesburg**  
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**City Council members**

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Bob Wilson, Mayor Pro Tem  
Billy Breeden     Richard Bush  
Sidney Johnson   Debra Long  
Judy Powell

**City Staff**

Bob Alexander, City Manager  
Bert Gregory, City Attorney

**1. CALL TO ORDER**

Mayor Jim Quinn called the meeting to order at 6:00 pm with prayer and a pledge. Council member Judy Powell sent word she would arrive late; all other members were present.

**2. APPROVAL OF MINUTES**

Consideration of Approval for minutes from August 4, 2015

Mayor Quinn asked for a MOTION to adopt the minutes from August 4, 2015. Council member Johnson made a MOTION to adopt the minutes as presented. Council member Bush seconded the MOTION. Vote was unanimous.

**3. PUBLIC HEARING****4. NEW BUSINESS**

(A) Lee County School System Superintendent Dr. Jason Miller addressed the Mayor and Council thanking them for everything they do and he is looking forward to working with them in the future. Dr. Miller stated that the improvements to the water system will help the school's water pressure. Attorney Gregory asked what the student enrollment is for this year. Dr. Miller replied that there are presently 6400 students, which is 200 over last year's enrollment. Dr. Miller thanked everyone for allowing him to appear.

(B) H & H Resources Consultant Mike Talley discussed the Storm Water report. He stated that the permit has not been approved but is in the process and they will continue as if it was approved. The city and county code enforcement are working well together to fulfill the field testing and reports. They do not see a problem with the approval. He stated that the goal is to have cleaner water, which is being accomplished through the unity of the city and code enforcement. Councilman Johnson asked if there was any monetary help available. Mr. Talley replied that there was not.

(C) City Manager Bob Alexander asked the council to consider putting the Longevity Pay practice in writing and entered into the employee handbook. The City of Leesburg provides a longevity pay plan for eligible Regular full-time employees. Once an employee has completed twelve (12) months of service an employee is automatically included in the longevity pay plan. One (1) week's regular pay will be distributed to each eligible regular full-time employee in the month of November. Council member Johnson made the MOTION to accept proposal and Council member Breeden seconded the MOTION. Vote was unanimous.

Mr. Alexander also proposed under annual leave that an employee may upon the approval of the City Manager turn in one (1) week's annual accrued leave every six (6) months for pay. Council member Johnson made the MOTION to accept proposal and Council member Wilson seconded the MOTION. Vote was unanimous.

(D) City Manager Bob Alexander introduced Interim Finance Director JoEllen Brophy to discuss the millage rate. Mrs. Brophy explained the difference in rolling back the millage rate to .0005913 verses leaving the millage rate at .0006. Mrs. Brophy recommends that The City of Leesburg does not roll back the millage rate for tax year 2015 but maintains the current rate of 6 mills. Mayor Jim Quinn proposed rolling rate back. A MOTION by council member Johnson to do that died for lack of a second. Council member Wilson made a MOTION to start the process of having three public hearings to allow citizens an opportunity to voice opinions on leaving the tax rate the same. Council member Long seconded the MOTION. Vote was unanimous.

5. **CITY MANAGER'S MATTERS**

(A) Bob Alexander announced that he has attained the Municipality Qualification Certification from the Georgia Secretary of State.

(B) Bob Alexander announced that the ads for personnel will be coming out this week in the Albany Herald and the Lee County Ledger for Financial Director and Police Officer.

(C) Bob Alexander announced that the ads for the CDBG water project have been placed in the Lee County Ledger.

(D) Bob Alexander announced that the GEFA board has approved the additions requested for the current water project.

6. **DEPARTMENTAL REPORTS**

(A) Finance

(B) Police

(C) Public Works

7. **GOVERNMENTAL BOARDS/AUTHORITIES**

8. **COUNCIL MEMBER'S MATTER**

9. **OLD BUSINESS**

10. **CITY ATTORNEY'S MATTERS**

11. **EXECUTIVE SESSION**

Mayor Quinn asked for a MOTION to go into Executive Session to discuss pending Legal Issues and Property Acquisition. Council member Johnson made a MOTION to go into Executive Session. Council member Powell seconded the MOTION. Vote was unanimous.

Mayor Quinn stated that Council member Long made a MOTION to come out of Executive Session. Council member Powell seconded the MOTION. Vote was unanimous.

City Attorney Gregory asked for a MOTION to approve the Minutes of the Executive Session as read in the Executive Session. Council member Johnson made a MOTION to approve Minutes of the Executive Session as read in the Executive Session. Council member Long seconded the MOTION. Vote was unanimous.

City Attorney Gregory recommended approval of a resolution entitled A Resolution Authorizing the Acquisition of a Roadway Located Land Lot 77 second land district, Leesburg, Lee County Georgia. Council member Long made a MOTION to approve the acquisition. Council member Powell seconded the MOTION. Vote was unanimous. Council member Long made a MOTION to authorize Mayor Quinn and City Manager Bob Alexander to record a declaration as part of that process. Council member Powell seconded the MOTION. Vote was unanimous.

City Attorney Gregory asked recommended approval of a resolution entitled A Resolution Authorizing the Acquisition of a Utility Easement located in Land Lot 52, second district, Leesburg, Lee County Georgia. Council member Long made a MOTION to authorize Attorney to go forward with the acquisition for eminent domain. Council member Powell seconded the MOTION. Vote was unanimous.

City Attorney Gregory asked for a MOTION to authorize himself and City Manager Bob Alexander to negotiate the acquisition of certain real property within the parameters of the law. Council member Long made a MOTION to authorize Attorney and City Manager to go forward with the acquisition. Council member Powell seconded the MOTION. Vote was unanimous.

12. **PUBLIC FORUM**

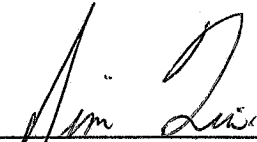
13. **ANNOUNCEMENTS**

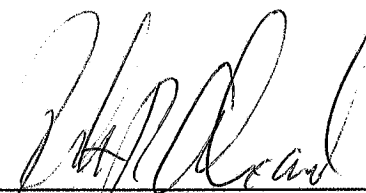
Next regular scheduled meeting will be October 6, 2015

14. **ADJOURNMENT**

Council member Johnson made a MOTION to adjourn the meeting. Council member Long seconded the MOTION. Vote was unanimous.

*Agenda May Change Without Notice*

  
\_\_\_\_\_  
Jim Quinn  
Mayor

  
\_\_\_\_\_  
Bob Alexander  
As ex officio City Clerk



**City of Leesburg**  
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Bob Wilson, Mayor Pro Tem  
Billy Breeden     Richard Bush  
Sidney Johnson   Debra Long  
Judy Powell

City Staff

Bob Alexander, City Manager  
Bert Gregory, City Attorney

1.     **CALL TO ORDER**

Mayor Jim Quinn called the meeting to order at 6:00 pm with the pledge and Council member Wilson led the prayer. All Council members were present.

2.     **APPROVAL OF MINUTES**

(A) Consideration of Approval minutes of September 1, 2015

Mayor Quinn asked for a MOTION to adopt the minutes from September 1, 2015. Council member Johnson made a MOTION to adopt the minutes as presented. Council member Bush seconded the MOTION. Vote was unanimous.

3.     **PUBLIC HEARING**

Mayor Quinn asked for a MOTION to go into Public Hearing. Council member Johnson made the MOTION seconded by Council member Wilson. Vote was unanimous. Public Hearing was opened.

(A) Consideration of City of Leesburg Millage Rate adoption

City Manager Bob Alexander stated that there had already been two (2) Public Hearings regarding the Millage Rate, that this would be the third (3<sup>rd</sup>) Public Hearing and he asked Jo Brophy to speak regarding the Millage Rate. Mrs. Brophy stated that the rules set by the Department of Revenue had been followed and the three (3) Public Hearings had been advertised. Two (2) had been conducted consecutively on September 23, 2015, one at 9:00 a.m. and the other at 6:00 p.m. and no citizens appeared at either Public Hearing. Tonight is the third (3<sup>rd</sup>) Public Hearing and no citizens appeared. Mrs. Brophy stated that as a result of her review and analysis, her recommendation is that the City of Leesburg not roll back the Millage Rate for tax year 2015 but maintains the current rate of 6 mills.

Mayor Quinn asked for a MOTION to close the Public Hearing. Motion was made by Council member Long and seconded by Council member Johnson. Vote was unanimous and the Public Hearing was closed.

Mayor Quinn asked if the Council wanted to take action on the Public Hearing and Council Member Wilson made a MOTION to go with the Finance Director's recommendation to maintain the current rate of 6 mills. Council Member Long seconded the MOTION. Vote was unanimous.

4.     **NEW BUSINESS**

(A) Resolution to Modify GEFA Promissory Note and Loan Agreement

City Manager Bob Alexander stated that on June 2, 2015 the Council approved the additional cost of \$235,469.41 to the current GEFA loan amount of \$663,025, increasing the loan amount to \$898,549 and we need to move forward and adopt the Resolution for the additional funds.

Council member Johnson made a MOTION to adopt the Resolution seconded by Council member Breedon. MOTION carried.

**(B) Consideration of Water System Improvements (Central City CDBG) Bids**

City Manager Bob Alexander stated that four (4) bids were received for the Community Development Block Grant and Larry Thrift Construction, LLC, with a Base Bid of \$255,924.10 was determined to be the low bidder. Our engineers on this project, Carter & Sloope, recommend we accept this bid and proceed with a Notice of Award. Council member Johnson made a MOTION that the Water System Improvements be awarded to Larry Thrift Construction, LLC. MOTION seconded by Council member Bush. Vote was unanimous.

**(C) Consideration of Approval of Public Works Building Change Order**

City Manager Bob Alexander said that change order No. 3 had been submitted for the Public Works Building by contractor WJ Kirksey Construction. This change order addresses price increases for construction materials required for construction of interior office and storage areas. This increase is due to material price increases since this project bid was accepted nearly two years ago. The original Contract Amount was \$337,900.00 and the previous change orders were \$17,630.00. The new contract amount is \$5,500.00 making the new contract amount \$361,030.00. William Clark recommends that we approve this change order. Council member Breedon made a MOTION to accept the change order from WJ Kirksey Construction, LLC. Council Member Long seconded the MOTION. Vote was unanimous.

**(D) Consideration of Approval of Road Closure for Trunk-or-Treat**

City Manager Bob Alexander stated that First Baptist Church of Leesburg and Leesburg United Methodist Church had requested that 4<sup>th</sup> Street East (between LUMC and FBC) be closed between the hours of 5:00-8:30 pm on Wednesday, October 28 for Trunk-or-Treat and Fall Festival for children and their families. Council member Wilson made a MOTION to approve the road closing. Council member Powell seconded the MOTION. Vote was unanimous.

**5. CITY MANAGER'S MATTERS**

(A) City Manager Bob Alexander said we had planned to have bids for the Train Depot in before the end of the fiscal year, but there has been some accounting mix-up on the Federal side. We have assurance from Congressman Samford Bishop's office that they are working to straighten out the problems so that we can proceed. Representative Ed Rynders was assured by GDOT Commissioner that once the Federal Accounting was worked out, GDOT would move forward.

(B) Council member Powell and City Manager attended a GMA Training Session in Athens concerning Downtown Community Development and that they received ideas for opportunities to improve downtown Leesburg.

(C) City Manager Bob Alexander wanted to bring to the Council's attention that Carter & Sloope have had a change in personnel. Chad Griffin and Brian Henderson are setting up their own engineering firm. We will move forward with projects already under contract with Carter & Sloope and the GEFA project that Chad Griffin has been working on, he will follow through with the loan application.

(D) City Manager Bob Alexander was excited to announce that JoEllen Brophy is now a full time employee of the City of Leesburg and is no longer in an interim position. Her title is Finance Director.

6. **DEPARTMENTAL REPORTS**

(A) Finance

Mrs. Brophy stated that there will be an Open Enrollment Benefit Seminar on September 8 at 8:00 a.m. to make sure the staff knows everything that the city offers to employees.

(B) Police

Chief Moore introduced Officer Phillip Barnes who has been working part time with the Leesburg Police Department and will become full time October 10 taking the place of Capt. Moody who recently retired.

(C) Public Works

7. **GOVERNMENTAL BOARDS/AUTHORITIES**

8. **COUNCIL MEMBER'S MATTER**

9. **OLD BUSINESS**

10. **CITY ATTORNEY'S MATTERS**

11. **EXECUTIVE SESSION**

Mayor Quinn asked for a MOTION to go into Executive Session to discuss pending Personnel Matters. Council member Johnson made a MOTION to go into Executive Session. Council member Long seconded the MOTION. Vote was unanimous.

Mayor Quinn stated that Council member Johnson made a MOTION to come out of Executive Session. Council member Powell seconded the MOTION. Vote was unanimous.

City Attorney Gregory asked for a MOTION to approve the Minutes of the Executive Session as read in the Executive Session. Council member Long made a MOTION to approve Minute of the Executive Session as read in the Executive Session. Council member Powell seconded the MOTION. Vote was unanimous.

Mayor Quinn asked what action was taken on the personnel matter.

Council member Long made a MOTION to approve the extension of Bob Alexander's contract for one (1) year. Council member Johnson seconded the MOTION. The vote was unanimous.

12. **PUBLIC FORUM**

13. **ANNOUNCEMENTS**

Council member Powell said there will a District Training Meeting October 22 in Pelham and she was appointed District 10 Training Director.

She also stated that the Chamber wants Christmas decorations up the week before Thanksgiving, the week of November 16.

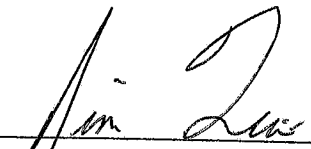
Council member Long said the Christmas Party would be December 5 at Grand Isle Country Club.

Next regular scheduled meeting will be November 3, 2015

14. **ADJOURNMENT**

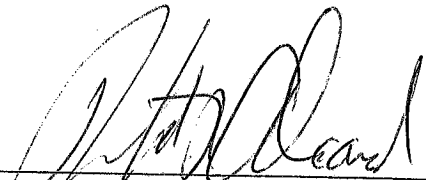
*Agenda May Change Without Notice*

Council member Johnson made a MOTION to adjourn the meeting. Council member Long seconded the MOTION. Vote was unanimous.



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Jim Quinn  
Mayor



---

Bob Alexander  
Ex officio City Clerk

CRD

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**City Hall, 107 N Walnut Avenue, Leesburg, GA 31763**  
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**City Staff**

Bob Alexander, City Manager  
Bert Gregory, City Attorney

**1.     CALL TO ORDER**

Mayor Jim Quinn called the meeting to order at 6:00 pm with prayer and a pledge. Mayor Pro Tem, Bob Wilson was absent. All other Council members, City Manager and City Attorney were present.

**2.     APPROVAL OF MINUTES**

Consideration of Approval for minutes from September 1<sup>st</sup>, 2015

Mayor Quinn asked for a MOTION to adopt the minutes from September 1<sup>st</sup>, 2015. Council member Johnson made a MOTION to adopt the minutes as presented. Council member Breeden seconded the MOTION. Vote was unanimous.

**3.     PUBLIC HEARING**

Council member Long made a motion to open the public hearing to discuss the Z155-002L VARIANCE APPLICATION; HALEY H. CLARK, DVM, APPLICANT. Council Member Powell seconded the motion. Vote was unanimous.

The planning commission presented the variance application and recommended its approval to the council. Staff concurred with the planning commission's recommendation. The mayor opened the floor for citizen comments. There were none.

Council member Johnson made a motion to close the public hearing. Council member Powell seconded the motion. Vote was unanimous.

Council member Johnson made a motion to approve the variance application. Council member Powell seconded the motion. Vote was unanimous.

**4.     NEW BUSINESS**

(A) Consideration of Septic Tank bids for Public Works building – City Manager, explained that staff advertised for bids in accordance with procurement policies. Unfortunately, no bids were submitted for the Public Works Septic Tank project. The project will be advertised again and will be addressed in the December Council meeting.

(B) Consideration of Change Orders #2 and #3 for the GEFA Water Improvement Project – City Manager presented change orders # 2 and #3 for the GEFA Water Improvement Project. Thomas Brown from Carter and Sloop was also present and spoke to the specifics of each change order and gave a brief history of the project from inception to date. City Manager offered the council reassurance that the project would remain on budget and in accordance with GEFA funding.

The Mayor inquired about the estimated completion date. Carter and Sloope projected completion by the end of next month (December).

Council member Bush made a motion to approve change order #2 and #3 as presented. Council member Bush seconded the motion. Vote was unanimous.

- (C) Resolution to Adopt the Multi-Jurisdictional Hazard Mitigation Plan – City Manager, Chief of Police and Public Works Director each spoke to the council regarding the Multi-Jurisdictional Hazard Mitigation Plan. Council was advised that the plan includes the City of Leesburg, Lee County and Smithville. The plan is reviewed and updated every 5 years by the joint agencies. City Manager advised the complete plan is a two inch thick document which is available to review at City Hall.

Council member Long made a motion to adopt the Multi-Jurisdictional Hazard Mitigation Plan as presented. Council member Bush seconded the motion. Vote was unanimous.

- (D) Review of Code Enforcement Operations – City Manager introduced Jim Wright and Ben Roberts, code enforcement for the City of Leesburg. Jim Wright presented an overview of their mission, ongoing cases and results achieved. Highlights included: 123 Property violations, most of which are now in compliance with 11 open cases. Common issues include Long grass, trash and abandoned vehicles. The Mayor inquired about Code Enforcements involvement in removing dilapidated structures. Mr. Wright advised that their involvement depends on the situation. Their mission is to help improve our community. City manager expressed his gratitude for an ongoing job well done. Council member Powell thanked them for their involvement in securing surplus equipment.

## 5. CITY MANAGER'S MATTERS

- (A) Bob Alexander gave an update on the Train Depot. He has spoken to the Speaker of the Georgia House of Representatives who has committed to looking into the situation.
- (B) Bob Alexander reminded the council of the upcoming Chamber of Commerce Dinner on November 12<sup>th</sup> and asked for everyone's RSVP.
- (C) Bob Alexander shared comments regarding an encouraging conversation with a private citizen looking to get involved with expanding the recreational activities in Leesburg. Specifically with regard to activities along the creek.

## 6. DEPARTMENTAL REPORTS

- (A) Finance – Finance director presented pages 29-42 of the agenda packet to the council.
- (B) Police – Chief of Police presented page 43 of the agenda packet and shared information regarding the foster kids program. The city will be sponsoring 26 foster kids this holiday season.
- (C) Public Works – Public works director presented pages 44-45 of the agenda packet.

## 7. GOVERNMENTAL BOARDS/AUTHORITIES

**8. COUNCIL MEMBER'S MATTER**

Council member Long announced the staff Christmas party will be held on December 5<sup>th</sup> at Grand Island beginning at 6:00 p.m.

**9. OLD BUSINESS****10. CITY ATTORNEY'S MATTERS****11. EXECUTIVE SESSION**

Council member Johnson made a MOTION to go into Executive Session. Council member Breeden seconded the MOTION. Vote was unanimous.

Mayor Quinn stated that Council member Johnson made a MOTION to come out of Executive Session. Council member Bush seconded the MOTION. Vote was unanimous.

City Attorney asked for a MOTION to approve the Minutes of the Executive Session as read in the Executive Session. Council member Long made a MOTION to approve the Minutes of the Executive Session as read in the Executive Session. Council member Breeden seconded the MOTION. Vote was unanimous.

City Attorney announced no action was taken during executive session.

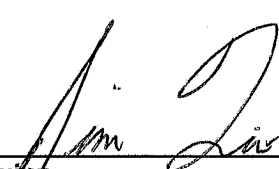
**12. PUBLIC FORUM****13. ANNOUNCEMENTS**

Next regular scheduled meeting will be December 1<sup>st</sup>, 2015

**14. ADJOURNMENT**

Council member Long made a MOTION to adjourn the meeting. Council member Johnson seconded the MOTION. Vote was unanimous.

*Agenda May Change Without Notice*

  
\_\_\_\_\_  
Jim Quinn  
Mayor

  
\_\_\_\_\_  
Bob Alexander  
As ex officio City Clerk

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

City Council members

Jim Quinn, Mayor  
Bob Wilson, Mayor Pro Tem  
Billy Breeden     Richard Bush  
Sidney Johnson   Debra Long  
Judy Powell

City Staff

Bob Alexander, City Manager  
Bert Gregory, City Attorney

1.     **CALL TO ORDER**

Mayor Jim Quinn called the meeting to order at 6:00 pm with prayer and a pledge. All Council members, City Manager and City Attorney were present.

2.     **APPROVAL OF MINUTES**

Consideration of Approval for minutes from November 3<sup>rd</sup>, 2015

Mayor Quinn asked for a MOTION to adopt the minutes from November 3<sup>rd</sup>, 2015. Council member Johnson made a MOTION to adopt the minutes as presented. Council member Breeden seconded the MOTION. Vote was unanimous.

3.     **PUBLIC HEARING**

4.     **NEW BUSINESS**

(A) Presentation to State Representative Ed Rynders – Mayor Quinn presented a plaque to State Representative Ed Rynders in recognition of Mr. Rynders efforts towards the successful opening of the Leesburg bypass. Lee County Commission Chairman, Rick Muggridge and Board of Education Chairperson, Sylvia Vann were both present to show their boards support and appreciation of Mr. Rynders efforts.

(B) Chairman of the Lee County Commission Rick Muggridge addressed the Council regarding SPLOST – Chairman Muggridge showed the council an example of a sign the county has recently started posting in the community to highlight SPLOST funded projects. He believes this is a good public relations opportunity to remind citizens of the importance of continuing to support SPLOST referendums. Chairman Muggridge asked the council to consider launching a similar ad campaign.

Additionally, Chairman Muggridge asked the council to consider writing a letter of support to the Department of Transportation, for the removal of the rumble strips on the intersection of Leslie Hwy and North Smithville Rd. Since they have been installed many citizens in the area have found the strips to be a disruption to their quality of life. Chairman Muggridge stated that his research shows that roads with a speed limit of 55 mph or less are not required to have them.

(C) Consideration of Septic Tank bids for Public Works building– The City Manager stated that only one company bid on this project however all requirements have been met and staff recommends its acceptance. William Clark agreed with the City Manager and further endorsed the recommendation. Lastly the Public Works Director shared that EMC has also reviewed and is recommending the council accept the bid and move forward. Council member Johnson expressed his concern that the effluent pump quoted at around \$2,500 could in fact be up to 4 times that amount in reality. Council member Johnson made a MOTION to adopt the bid for the septic tank and move forward as presented with the



additional provision to allow for additional funds as needed to ensure the proper purchase and installation of the effluent pump. Council member Long seconded the MOTION. Vote was unanimous.

(D) Consideration to submit Part I Application to GEFA –City Manager gave a brief recap of the project and confirmed that, as previously approved by the council, the Environmental studies have been completed. City Manager further stated that submitting the GEFA application for funding is the next step of the process. Chad Griffin of Still Waters Engineering, discussed the details of the project and the application process. He also stated the application to GEFA is due by December 31<sup>st</sup>. Council member Bush made a MOTION to move forward with Part 1 Application to GEFA. Council member Breeden seconded the motion. Vote was unanimous.

(E) Consideration to approve Alcohol License-The council was asked to approve the alcohol license for Leesburg Express/Maanal Inc. Chief Moore confirmed that all the requirements have been met to approve the license. Council member Johnson made to MOTION to approve the Alcohol License. Council member Bush seconded the MOTION. Vote was unanimous.

5. **CITY MANAGER'S MATTERS**

(A) City Manager announced the Christmas Parade will be this Saturday December 5<sup>th</sup> at 10am.

(B) The Southwest Georgia Regional Commission will be meeting Tuesday December 8<sup>th</sup>  
From 10 am until 12pm in Camila to discuss DCA requirements.

(C) The Mayors Day conference is January 22<sup>nd</sup> until January 25<sup>th</sup>. Reservations will be made this week.

(D) The annual retreat is tentatively scheduled for February 20<sup>th</sup>.

6. **DEPARTMENTAL REPORTS**

(A) Finance

(B) Police

(C) Public Works

7. **GOVERNMENTAL BOARDS/AUTHORITIES**

8. **COUNCIL MEMBER'S MATTER**

Council member Long announced the staff Christmas party will be held on December 5<sup>th</sup> at Grand Island beginning at 6:00 p.m.

9. **OLD BUSINESS**

10. **CITY ATTORNEY'S MATTERS**

11. EXECUTIVE SESSION

12. PUBLIC FORUM


13. ANNOUNCEMENTS

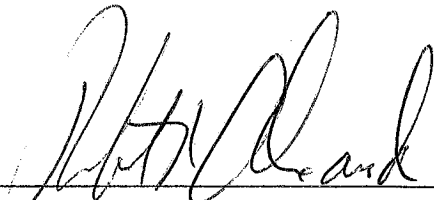
Next regular scheduled meeting will be January 5<sup>th</sup>, 2016.

14. ADJOURNMENT

Mayor Quinn stated that Council member Johnson made a MOTION to adjourn the meeting. Council member Breedon seconded the MOTION. Vote was unanimous.

*Agenda May Change Without Notice*

  
\_\_\_\_\_  
Jim Quinn  
Mayor

  
\_\_\_\_\_  
Bob Alexander  
Ex officio City Clerk