

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**
 November 3, 2020

3. **PUBLIC HEARING**

4. **NEW BUSINESS**
 (A) Consideration of the consolidated Lee County/Leesburg/Smithville Planning Commission Appointment.
 (B) Consideration of Magnolia Woods Subdivision Acceptance and Approval of Final Subdivision.
 (C) Consideration of Budget Amendments for Fiscal Year 2021.
 (D) Consideration of quotes for Launder Cover of two (2) 50' diameter Clarifier Tanks.

5. **CITY MANAGER'S MATTERS**
 (A) Financial Report
 (B) Crisp County solid Waste Authority price increase

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. **ANNOUCEMENTS**
 Next Scheduled Meeting is January 5, 2020

14. **ADJOURNMENT**

Agenda May Change Without Notice

- (H) Police Chief Chris Prokesh discussed the proposed purchase of three police vehicles at a total cost of \$85,412.60. Councilmember Wilson made a motion to purchase the vehicles. Councilmember Renfroe seconded the motion. The vote was unanimous.
- (I) The City Manager discuss the Annual Report for 2020. No vote was taken.

5. **CITY MANAGER'S MATTERS.**

- (A) Financial Report – The City Manager discussed the Financial Report of the General Fund and the Water & Sewer Fund and indicated that both funds are within budget for the year.
- (B) Traffic Warrant Studies – EMC Engineering is currently determining the GDOT warrants for pedestrian flashers at the intersection of SR 32 / Magnolia Ave. and Leslie Highway / Ninth Grade Academy.
- (C) Canal Street Sidewalk design – EMC Engineering is extending the design of the project along Magnolia Ave to Canal St. and then along the south side of Canal St. to the Magnolia Woods Subdivision.
- (D) Southeastern Engineering, Inc. - has begun survey work on the TAP Project.
- (E) Intergovernmental Agreement – The Lee County Utility Authority vote to let the Health Department decide on the water service on the Wingate Land and Development property.
- (F) Notice of Public Hearing – Multi-Jurisdictional Hazard Mitigation Plan Update is scheduled for Tuesday, December 1, 2020 at 5:30 P.M. in the T. Page Tharp Governmental Building, Opal Cannon Auditorium, 102 Starksville Avenue North, Leesburg GA.

6. **DEPARTMENTAL REPORTS**

- (A) Police Report
(B) Public Works Report
(C) Water and Sewer Report

7. **GOVERNMENTAL BOARDS/AUTHORITIES**

8. **COUNCIL MEMBER'S MATTER**

Councilmember Bush made a motion to renew the City Managers Contract for another year. Councilmember Powell seconded the motion. The motion was unanimous.

9. **OLD BUSINESS**

10. **CITY ATTORNEY'S MATTERS**

11. **EXECUTIVE SESSION**

12. **PUBLIC FORUM**

13. **ANNOUNCEMENTS**

Next Scheduled Meeting is December 1, 2020

14. **ADJOURNMENT**

Councilmember Powell made a motion to adjourn. Councilmember White seconded the motion. The vote was unanimous.

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229-759-6465

City Councilmembers

Billy Breeden, Mayor
Rufus Sherman, Mayor Pro Tem
Bob Wilson Judy Powell
Jason Renfroe Amanda White
Richard Bush

City Staff

Bob Alexander, City Manager
Bert Gregory, City Attorney

1. CALL TO ORDER

Mayor Pro Tem Sherman called the meeting to order at 6:00 PM. Mayor Pro Tem Sherman lead the pledge and Councilmember Wilson lead the Prayer. Mayor Breeden was absent. All Councilmembers, City Attorney and City Manager were present.

2. APPROVAL OF MINUTES

Mayor Pro Tem Sherman asked for a motion to approve the minutes from October 6, 2020. Councilmember Bush made a motion to approve the minutes. Councilmember Wilson seconded the motion. The vote was unanimous.

3. PUBLIC HEARING

4. NEW BUSINESS

- (A) Engineering Consultant Matthew Inman with EMC Engineering discussed the proposal for sidewalk design contracts along Main St. (SR 32) for \$15,460 and Walnut Ave S. (US 19) for \$8,290. Councilmember Powell made a motion to approve both proposals. Councilmember Wilson seconded the motion. The vote was unanimous.
- (B) Engineering Consultant Matthew with EMC Engineering discussed the proposed Downtown Parking Design contract with EMC Engineering for \$14,500. Councilmember Bush made a motion to approve the contract. Councilmember Renfroe seconded the motion. The vote was unanimous.
- (C) Engineering Consultant Chad Griffin with Still Waters Engineering discussed the Loan Application for the Additional Supplemental Appropriations for Disaster Relief Act (ASADRA) Program of the Georgia Environmental Finance Authority (GEFA) 2020 Clean Water Fund. The estimated cost of the project is \$500,000 with a Principal Forgiveness of \$65,000 with no closing fees or interest on a 20-year loan. Councilmember Renfroe made a motion to approve the GEFA Loan Application. Councilmember White seconded the motion. The vote was unanimous.
- (D) Engineering Consultant Mike Talley with Flint River Consulting discussed the construction contract proposal of a 60' drainage pipe across Canal St. by Zane Grace Construction for \$23,495.00. Councilmember White made a motion to approve the contract. Councilmember Powell seconded the motion. The vote was unanimous.
- (E) Owner Chuck Katz with Katz Flooring, Inc. discussed the flooring proposal for the office areas in the Train Depot for \$23,495. Councilmember Bush made a motion to approve the proposal. Councilmember Powell seconded the motion. The vote was unanimous.
- (F) Finance Manager Cheryl Allison discussed the Final Budget Amendments for Fiscal Year 2020. Councilmember White made motion to approve the Budget Amendments. Councilmember Powell seconded the motion. The vote was unanimous.
- (G) City Manager Bob Alexander discussed the Wage & Classification Update that would shift the pay range for each position 13%. Councilmember Powell made a motion to approve the Wage & Classification Update. Councilmember Renfroe seconded the motion. The Vote was unanimous.

From Troy Golden, representative of the City Council of Leesburg on
the Lee County/Leesburg/Smithville Planning Commission

November 6th 2020

To City Council of Leesburg, Georgia

To Mr. Bob Alexander, City Manager of Leesburg

Dear City Council of Leesburg and Mr. Alexander:

My four year term on our consolidated Lee County/Leesburg/Smithville Planning Commission ends in about eight weeks (my term will end officially on December 31, 2020). I am very grateful to the City Council of Leesburg for the honor of serving as your representative on the Planning Commission.

I wish I could request to serve an additional term, but there are family health reasons that prevent me from being able to make such a request. I will plan to serve out my term until the end of December 2020. I request that you please consider another Leesburg resident to serve on the Planning Commission for the new four year term commencing January 1, 2021.

I would humbly ask that the City Council please consider Mr. Jim Quinn to serve as their next Planning Commissioner. Our Planning Commission meetings are scheduled for the first Thursday of each month. I believe Mr. Quinn is available on the first Thursdays of each month and I know he would be an excellent Planning Commissioner. I would ask that the Leesburg City Council please consider selecting a Planning Commissioner in time to be in place for the January 7th 2021 meeting. Perhaps the City Council could consider this matter in its upcoming first Tuesday meeting in December (I believe may be December 8th). I wanted to write this letter to give the City Council as much time as possible. I will plan to attend the Planning Commission meeting of December 3rd 2020 as my last meeting at the end of my four year term.

I am sorry I am not able to serve again at this time. I hope that when my family's health concerns are resolved, and if the City Council has a need for a volunteer again, I could be considered for an opportunity to serve at a later time. Again, I want to express how grateful I am that the City Council allowed me to serve Leesburg over the years.

Thank you,



Troy Golden

Bob Alexander

From: Lee County Ledger <jim@leecountyledger.com>
Sent: Monday, November 09, 2020 1:06 PM
To: Bob Alexander
Subject: Re: From Troy Golden - regarding Planning Commission appointment

Yes. I would like to represent Leesburg on the Planning Commission.

Jim

Jim Quinn
229-759-2413
P.O. Box 715
Lee County Ledger

On Nov 9, 2020, at 11:32 AM, Bob Alexander <bob.alexander@cityofleesburgga.com> wrote:

Jim,
Please let me know if you have an interest in serving on the Planning Commission. Thanks.

Bob Alexander
City Manager
107 Walnut Avenue North
Leesburg, Ga 31763
Office: (229) 759-6465
Email: bob.alexander@cityofleesburgga.com

From: t golden <tgolden73@yahoo.com>
Sent: Friday, November 06, 2020 5:02 PM
To: Alexander Bob <alexander_leesburg@att.net>; Bob Alexander <bob.alexander@cityofleesburgga.com>
Subject: From Troy Golden - regarding Planning Commission appointment

Hello Bob:

Thank you for your understanding and support.
I am grateful to have served on the PC as a representative of the Leesburg City Council. My 4 yr term ends 12/31/20. I wish I could continue to serve an additional term, but there are family health reasons that prevent me from being able to request to serve another term. I hope the City Council would consider appointing Jim Quinn to serve on the PC to take office January 1 2021. I have attached a letter that I ask that you please forward to the members of the Leesburg City

Council. Perhaps the City Council could consider their next PC appointment in your upcoming December City Council meeting. The next PC appointee would need to be in place in time for the PC 01/07/2021 meeting. I will attend our 12/3/2020 PC meeting to finish out my term.

Feel free to call me anytime if there is anything you need.

Thanks,

Troy

<From Troy Golden re Planning Commission.pdf>



Lee County Planning, Zoning & Engineering Department

Rozanne Braswell, AICP, CFM
Planning, Zoning & Engineering Director

Amanda Nava
County Planner/Zoning Administrator

Randy Weathersby
GIS Manager

Corrie Wheeler
GIS Technician

Sherry Shelton
Office Manager/Planning Assistant

MEMORANDUM

To: Bob Alexander, Leesburg City Manager

RB From: Rozanne Braswell

Date: November 24, 2020

Re: SD18-027 Magnolia Woods Subdivision
Acceptance and Approval of Final Subdivision

Lee County Planning, Zoning and Engineering Department received a request for final approval for Magnolia Woods Subdivision. The Land Disturbance has concluded; and the water and sewer infrastructure has been installed by the City of Leesburg. Deeds and other legal work review and approval will be handled by City Attorney, Bert Gregory.

RECOMMENDATION

Pending approval of City Attorney, staff is submitting Magnolia Woods Subdivision for final acceptance by the City of Leesburg.

MEMORANDUM OF UNDERSTANDING

1.

WHEREAS, the City of Leesburg approved at their October 1, 2019 meeting to enter into an agreement with **ACBD PROPERTIES, LLC** to accept 2.297 acres of land located in the Magnolia Subdivision to serve as both Green Space for adjoining development and as the City of Leesburg deems appropriate;

2.

WHEREAS, said property is known as:

All and only that parcel of land designated as Tax parcel LNE 087A, lying and being in Land Lots 50 and 51 of the 2nd Land District, Lee County, Georgia, containing 2.30 acres, more or less, being Lot 1, Minor Subdivision, shown in Plat Cabinet E, Slide E-79, Described in Deed Book 1524, Page 290, the description contained therein being incorporated herein by this reference, located on Canal Street. Reference Deed: 1524/290

3.

WHEREAS, the City of Leesburg agreed to provide water taps and sewer taps at no cost to six (6) undeveloped lots on the adjoining property more particularly described as:

All and only that parcel of land designated as Tax parcel LNE 087B, lying and being in Land Lots 50 and 51 of the 2nd Land District, Lee County, Georgia, containing 2.36 acres, more or less, being Lot 2, Minor Subdivision, shown in Plat Cabinet E, Slide E-79, Described in Deed Book 1524, Page 290, the description contained therein being incorporated herein by this reference, located on Canal Street. Reference Deed: 1524/290

4.

WHEREAS, the estimated market value of the 2.297 acres of land is \$25,000 and the Tap Fees of the six (6) lots is estimated at \$22,470, the City of Leesburg agreed to be responsible for the Closing costs associated with this transaction;

5.

NOW THEREFORE, the parties hereby agree that the property described above in paragraph two (2) will be conveyed by a limited warranty deed to the City of Leesburg, Georgia. In consideration thereof, the City of Leesburg, Georgia, will provide sewer taps and water taps for the property described in paragraph three (3) above at no additional cost to owner. The closing on this property shall take place no later than September 1, 2020, or sooner, in accordance with the agreement of the parties. 2020 ad valorem taxes will be prorated as the date of closing with each party paying its share.

IN WITNESS WHEREOF, the parties hereto, acting by and through their duly authorized officers, have caused this Memorandum of Understanding to be executed.

CITY OF LEESBURG, GEORGIA

By: Billy Bearden (L.S.)
Mayor

Attest: Alex Alford (L.S.)
Clerk

[SEAL]

ACBD PROPERTIES, LLC

By: Brad Dean (L.S.)
Sole Member/Manager

APPROVAL: _____ DATE _____

ROZANNE BRASHLEIGH
PLANNING, ZONING AND
ENGINEERING DIRECTOR

OWNER CERTIFICATION
THIS IS TO CERTIFY THAT I AM THE TRUE AND LAWFUL
OWNER OR THE AGENT FOR THE OWNER OF THE PROPERTY
PLANTED HEREON.

[Signature]
BROAD DEAN
135 WINGATE LANE
LEESBURG, GA 31793
(229) 883-5300

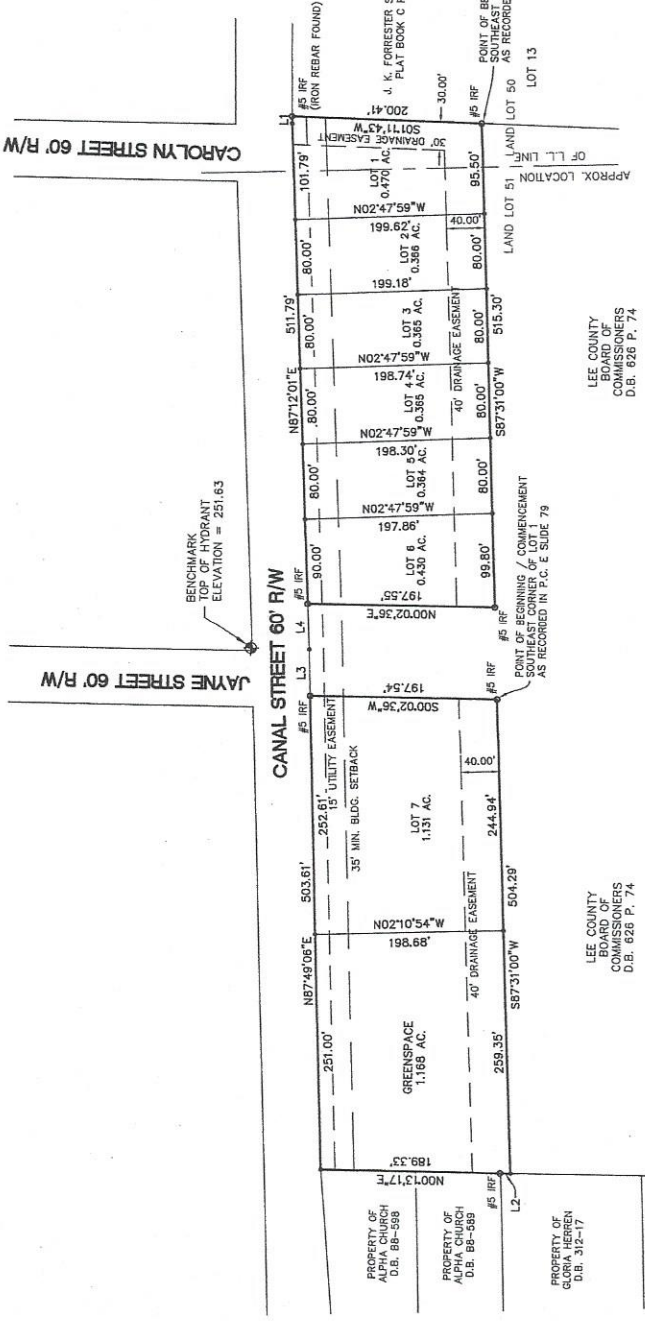
CLERK OF COURTS RECORDING BOX

LOCATION MAP
1" = 1 MILE ±



- NOTES:
1. AREA OF THIS DEVELOPMENT IS 4.690 ACRES.
 2. TOTAL LOT AREA INCLUDING SETBACKS: FRONT: 35' SIDE: 10' REAR: 10'
 3. MINIMUM BUILDING SETBACKS ARE: FRONT: 35' SIDE: 10' REAR: 10'
 4. THESE LOTS ARE SERVED BY CITY OF LEESBURG WATER & SANITARY SEWER. THE PROPERTY IS LOCATED IN ZONE X. THE MINIMUM INSURANCE ANNUAL CHANGE FLOODPLAIN AS SHOWN ON THE NATIONAL FLOOD INSURANCE PROGRAM'S FLOOD INSURANCE RATE MAP, MAP NUMBER 13177C0235D, EFFECTIVE DATE 08/10/20.
 5. OWNER/DEVELOPER: BROAD DEAN & ANDY COOPER, 135 WINGATE LANE, LEESBURG, GA 31793
 6. THESE LOTS ARE SERVED BY CITY OF LEESBURG WATER & SANITARY SEWER. THE PROPERTY IS LOCATED IN ZONE X. THE MINIMUM INSURANCE ANNUAL CHANGE FLOODPLAIN AS SHOWN ON THE NATIONAL FLOOD INSURANCE PROGRAM'S FLOOD INSURANCE RATE MAP, MAP NUMBER 13177C0235D, EFFECTIVE DATE 08/10/20.
 7. WETLANDS MAY BE PRESENT IN SOME OF THESE LOTS. WETLANDS ARE PROTECTED BY FEDERAL LAW. BEFORE DISTURBING ANY AREA DESIGNATED AS A WETLAND, CONTACT SAVANNAH, GEORGIA 31402-0889.
 8. GREENSPACE REQUIRED: 4.690 AC. x 25% = 1.188 AC.
 9. A MINIMUM FINISHED FLOOR ELEVATION OF 232.0 WILL BE REQUIRED FOR THE PROPOSED HOME BASED UPON AN ELEVATION 3' ABOVE A FULL DITCH FLOW AT ELEVATION 249.0.
 10. A 4' HIGH RETAIN WALL SET ON ALL PROPERTY CORNERS UNLESS OTHERWISE NOTED.

GRD NORTH / MAD 89 / CA WEST



LEE COUNTY BOARD OF COMMISSIONERS D.B. 628 P. 74

LEE COUNTY BOARD OF COMMISSIONERS D.B. 628 P. 74

LINE	DIRECTION	LENGTH
L1	N89°54'34"E	7.67'
L2	N00°02'41"W	10.89'
L3	N87°49'08"E	50.04'
L4	N87°12'01"E	50.08'

SURVEY DATA
E.O.C. PLAT: 1 IN 17513
E.O.C. FIELD: 1 IN 17513
ADJUSTED BY: COMMISSIONERS
EQUIPMENT USED: TOPCON GTS 223
REFERENCE DEED(S): D.B. 2134 PG. 36-37

THE UNDERSIGNED SURVEYOR HAS NOT BEEN FURNISHED WITH A CURRENT TITLE OPINION OR SURVEYING INSTRUMENTS OR OTHER INSTRUMENTS THAT COULD AFFECT THIS PROPERTY.

ADJACENT PROPERTY OWNER INFORMATION OBTAINED FROM THE COUNTY TAX ASSESSORS OFFICE.

GRAPHIC SCALE
(IN FEET)
1 inch = 100 ft.

SURVEYOR CERTIFICATION: I, GENE W. WEBB, SECTION 15-9-97, OF O.C.G.A. SECTION 15-6-67, THIS PLAT HAS BEEN PREPARED BY A LAND SURVEYOR WHO IS LICENSED UNDER THE JURISDICTION OF THE BOARD OF SURVEYORS AND MAPPING ENGINEERS LOCAL PURCHASER OR USER OF THIS PLAT AS INTENDED USE OF THIS PLAT BY ANY OTHER PARTY IS AT THEIR OWN RISK. THE UNDERSIGNED SURVEYOR CERTIFIES THAT THIS PLAT IS A TRUE AND CORRECT REPRESENTATION OF THE PROPERTY SURVEYED AND REGISTERED FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND AS SET FORTH IN O.C.G.A. SECTION 15-9-97.

[Signature]
GENE W. WEBB
GA. REG. LAND SURVEYOR NO. 2923
LAND SURVEYING, INC.
GA. LAND SURVEYING PR. NO. 891
DATE: 08/10/20



FINAL PLAT
MAGNOLIA WOODS SUBDIVISION
ALL OF LOTS 1 AND 2 OF THE MINOR SUBDIVISION PLAT FOR THE LEE COUNTY BOARD OF COMMISSIONERS AS RECORDED IN PLAT CABINET E SLIDE 79
THIS PLAT IS TO BE RECORDED IN THE OFFICE OF THE CLERK OF COURTS, CITY OF LEESBURG, LEE COUNTY, GEORGIA

LANIER ENGINEERING INC.
1004 W. THIRD AVENUE ALBANY, GEORGIA 31707
(229) 438-0822 FAX (229) 438-0921

CHECKED BY: DWG: 102767P.DWG SUR. DATE: 11/29/19 1 OF 1

**LEESBURG, GEORGIA
MEMORANDUM**

To: Mayor and Council
From: Bob Alexander
Date: November 25, 2020
Subject: Proposed Rate Adjustments for Employees

Due to COVID 19 and the uncertainty of the financial situation for the City of Leesburg at the time of approving the Fiscal 2021 budget, there were no rate adjustments for the Employees. Currently the City is in a strong financial position and I would recommend a 4% rate increase to all employees. Our City workers have continued to demonstrate tremendous teamwork during these adverse times. The proposed rate adjustments would have a net increase on the 2021 budget of \$31,687.

Memo

To: Bob Alexander, City Manager
From: Cheryl Allison, Finance Manager
Date: November 20, 2020
Re: Proposed Rate Adjustments for Employees

The proposed 4 percent increase for employees will have a net increase on the FY 2021 budget of \$31,687. This is an increase to the General Fund budget in the amount of \$20,869 and an increase in the Water & Sewer fund in the amount of \$10,818.

FY 2021-BUDGET AMENDMENT REQUEST:

	ADMIN:	<u>3,150.00</u>		
	MUN COURT:	<u>125.00</u>		
	POLICE:	<u>6,922.00</u>		
	PUBLIC WKS:	<u>10,672.00</u>	GENERAL FUND:	<u>20,869.00</u>
100 031 3130 3130 313100 LOCAL OPTION SALES TAX			INCREASE:	20,869.00
	SEWER:	<u>3,009.00</u>		
	SEW TRT PL:	<u>1,928.00</u>		
	WATER:	<u>5,881.00</u>	WATER & SEWER:	<u>10,818.00</u>
505 034 3440 3442 344210 WATER SALES			INCREASE:	5,409.00
505 034 3440 3442 344255 SEWER SALES			INCREASE:	<u>5,409.00</u>
				<u>10,818.00</u>
			TOTAL:	<u>31,687.00</u>

City of Leesburg ~ General Fund

FY 2021 Budget to Actual Report by line item

General Fund Revenue		FY 2019 Audited Revenues & Expenditures	FY 2020 Unaudited Actual Revenues & Expenditures	FY 2021 Approved Budget	FY 2021 Unaudited Actual Revenues & Expenditures 10/31/2020	Remaining FY 2021 Budget	Percentage of FY 2021 Actuals to Budget Used
100 031	31100 31110	316,147	330,724	339,900	333,967	5,933	98%
100 031	31100 31110	-	-	-	-	-	-
100 031	31100 31120	10,900	(5,460)	-	-	-	-
100 031	31100 31130	27,990	24,674	24,674	23,538	1,136	95%
100 031	31100 31130	7,716	6,484	4,600	1,496	3,104	33%
100 031	31100 31130	130,198	68,537	53,000	32,318	20,682	61%
100 031	31100 31130	1,328	975	1,000	527	473	53%
100 031	31100 31140	3,623	4,852	5,000	2,513	2,487	50%
100 031	31100 31160	642	-	-	-	-	-
100 031	31100 31170	3,186	1,636	1,833	1,731	102	94%
100 031	31100 31170	16,720	16,323	16,150	-	16,150	0%
100 031	31100 31170	122,712	122,523	122,523	122,523	-	0%
100 031	31100 31170	27,429	26,049	27,000	6,236	20,764	23%
100 031	31100 31170	2,247	1,742	2,300	531	1,769	23%
100 031	31300 31300	437,674	455,224	414,156	228,040	186,116	55%
100 031	31400 31400	59,027	62,265	57,290	23,928	33,362	42%
100 031	31400 31400	1,902	1,856	1,500	773	727	52%
100 031	31600 31600	27,693	28,988	25,892	1,035	24,857	4%
100 031	31600 31600	207,571	220,486	220,486	232,582	(12,096)	105%
100 031	31900 31900	10,689	15,735	15,188	565	14,623	4%
100 031	31900 31900	1,514	2,160	1,900	75	1,825	4%
100 031	31900 31900	-	-	-	-	-	-
100 032	32100 32100	3,300	2,475	3,000	-	3,000	0%
100 032	32100 32100	3,300	2,063	3,000	-	3,000	0%
100 032	32100 32120	-	-	-	-	-	-
100 032	32400 32400	100	400	250	-	250	0%
100 033	33100 33115	150,303	-	-	-	-	-
100 033	33400 33410	4,000	7,200	-	159,922	(159,922)	-
100 033	33600 33600	157,825	176,079	193,020	-	193,020	0%

Russ Ferguson

From: Dwight Smith <dwight.smith@heywardatlanta.com>
Sent: Tuesday, August 27, 2019 2:19 PM
To: Russ Ferguson
Subject: FW: Clarifier weir/laundry covers - LEESBURG, GA
Attachments: Leesburg, GA Weir Trough Drawings.pdf; 2018 Weir Mount Cover with Zee Bracket FULL SET.pdf; WEIR-MOUNT NEFCO LAUNDRY COVER SPECIFICATION 2018.pdf; NEFCO_Laundry_Cover_Systems_Small.pdf

Russ – Budget pricing for this project is **\$47,910.00**.

** Pricing as shown includes 316 SST and freight to the jobsite.

Specifications and brochures attached.

Detailed equipment scope is as follows:

1. FRP Laundry Cover for Two (2) 50' Dia. Clarifier Tanks

Two (2) sets, each Laundry Cover consists of 16 three-piece cover modules, each made up of one (1) Mounting Section and two (2) Cover Sections. The Mounting Section rests on three (3) stainless steel support brackets fastened to the inner weir wall and serves as the fixed base for the hinged Cover Sections. The Cover Section is connected to the Mounting Section by a continuous stainless steel hinge. The Cover Sections arch over the 21" wide effluent laundry trough and 8" thick weir wall, and rest on an FRP support angle anchored to the inside of the tank wall. Overall, the Cover extends from the outer tank wall over the laundry and weir to a point just inside the scum baffle. The covers open away from the operator and toward the center of the tank to allow for maximum visibility and ease of inspection and maintenance. ***The Cover hinge points are strategically located to ensure maximum visibility of laundry and weir when the Cover panel is opened.*** Each Cover panel is equipped with a spring-loaded stainless steel latch and/or handle mechanism to secure and raise the Cover Section. A restraint cable is included to control the range of motion. The Cover set is delivered with all of the required 316 stainless steel fasteners and anchors for a complete installation. FRP color is white.

Exclusions: Caulk, sealants, assembly, installation and field services are not included.

Delivery: Submittals provided 4-6 weeks ARWO. Materials 10-14 weeks ADA.

The price for this material is FOB jobsite, and includes freight to the above referenced location. Price does not include installation or any applicable fees or taxes. Payment terms are 100% thirty (30) days from date of invoice.

Price is valid for delivery on or before March 30, 2020.

Please let us know if you have any questions on our proposal.

Thanks!

Sincerely,

Dwight

City of Leesburg ~ General Fund

FY 2021 Budget to Actual Report by line item

		FY 2019 Audited Revenues & Expenditures	FY 2020 Unaudited Actual Revenues & Expenditures	FY 2021 Approved Budget	FY 2021 Unaudited Actual Revenues & Expenditures 10/31/2020	Remaining FY 2021 Budget	Percentage of FY 2021 Actuals to Budget Used
100	033	33800	33800	2,000		2,000	0%
100	034	34100	341910	-		-	
100	034	34200	342911	1,080	307	773	28%
100	034	34400	344110	541,901	190,828	351,073	35%
100	034	34900	349300	-		-	
100	035	35100	351170	275,000	147,834	127,166	54%
100	036	36100	361000	1,100	116	984	11%
100	037	37100	371000	-		-	
100	037	37100	371310	-		-	
100	037	37100	371311	-		-	
100	038	38100	381000	5,000	994	(994)	
100	038	38300	383000	-		-	
100	038	38300	383010	5,000		5,000	0%
100	038	38900	389000	-		-	
100	038	38900	389003	-		-	
100	038	38900	389005	-		-	
100	039	39100	391100	100,000	18	(18)	
100	039	39100	391105	-		-	
100	039	39100	391106	-		-	
100	039	39100	391200	-		-	
100	039	39100	391201	100,000	33,333	66,667	33%
100	039	39200	392100	44,262	19,641	24,622	44%
100	061	61100	612000	-		-	
Total General Fund Revenue		2,905,259	2,448,308	2,604,005	1,416,441	1,187,564	54%
General Fund Expenditures							
Council / Legislative							
** Department is cost shared w/ Water & Sewer **							
100	100	01100	00051	3,600	3,600	3,600	0%
100	100	01100	00051	11,700	11,025	11,700	0%
100	100	01100	00052	-	-	1,000	0%
100	100	01100	00052	65	380	1,000	0%
					(380)	1,380	-38%

City of Leesburg ~ General Fund

FY 2021 Budget to Actual Report by line item

		FY 2019 Audited Revenues & Expenditures		FY 2020 Unaudited Actual Revenues & Expenditures		FY 2021 Approved Budget		FY 2021 Unaudited Actual Revenues & Expenditures 10/31/2020		Remaining FY 2021 Budget		Percentage of FY 2021 Actuals to Budget Used	
100	100	01100	00052	523711	TRAINING-POST 1-POWELL	1,653	915	2,275	(380)	2,655	-17%		
100	100	01100	00052	523511	TRAVEL-POST 1-POWELL	4,237	1,229	4,005		4,005	0%		
100	100	01100	00052	523712	TRAINING-POST 2-RENFROE	1,325	(250)	100		100	0%		
100	100	01100	00052	523512	TRAVEL-POST 2-RENFROE	2,239	625	100		100	0%		
100	100	01100	00052	523713	TRAINING-POST 3-BUSH	375	-	100		100	0%		
100	100	01100	00052	523513	TRAVEL-POST 3-BUSH	-	-	100		100	0%		
100	100	01100	00052	523714	TRAINING-POST 4-WILSON	-	-	100		100	0%		
100	100	01100	00052	523514	TRAVEL-POST 4-WILSON	-	-	100		100	0%		
100	100	01100	00052	523715	TRAINING-POST 5-SHERMAN	1,503	1,111	100		100	0%		
100	100	01100	00052	523515	TRAVEL-POST 5-SHERMAN	3,777	332	100	(380)	480	-380%		
100	100	01100	00052	523716	TRAINING-POST 6-WHITE	1,503	765	100		100	0%		
100	100	01100	00052	523516	TRAVEL-POST 6-WHITE	3,082	133	100		100	0%		
100	100	01100	00053	531730	ELECTION EXPENSE- SUPPLIE	-	-	-					
100	100	01100	00053	531760	MAYOR/COUNCIL SUPPLIES	8,993	6,433	3,300	162	3,138	5%		
100	100	01100	00052	521200	ATTORNEY & LEGAL FEES	32,563	36,610	27,232	8,803	18,429	32%		
		Subtotal Council/Legislative				76,613	62,909	55,112	7,824	47,288	14%		
Administration													
100	100	01500	00051	511100	REGULAR EMPLOYEES	120,922	121,249	125,596	43,578	82,018	35%		
100	100	01500	00051	511101	REGULAR EMPLOYEES VAC SELL BACK	1,716	1,863	4,831	284	4,546	6%		
100	100	01500	00051	511105	PART TIME EMPLOYEES	3,090	3,920	3,245	1,669	1,576	51%		
100	100	01500	00051	511199	LONGEVITY	2,322	2,415	2,415		2,415	0%		
100	100	01500	00051	511300	OVERTIME	4,834	4,951	7,235	1,500	5,735	21%		
100	100	01500	00051	512100	EMPLOYEE GROUP INSURANCE	524	428	13,876	58	13,818	0%		
100	100	01500	00051	512200	FICA	10,512	10,588	11,423	3,711	7,712	32%		
100	100	01500	00051	512400	RETIREMENT - Pension	8,643	7,820	10,171	3,390	6,781	33%		
100	100	01500	00051	512415	457b ER Matching	2,043	2,876	2,901	2,060	841	71%		
100	100	01500	00051	512700	WORKERS' COMPENSATION	547	617	623	181	442	29%		
100	100	01500	00051	512910	VEHICLE ALLOWANCE	5,950	5,500	6,000	2,000	4,000	33%		
		Total Personnel Costs - Administration				161,102	162,227	188,315	58,431	129,884	31%		
100	100	01500	00052	521100	OFFICIAL/ADMINISTRATIVE	23,617	8,275	10,000	5,758	4,242	58%		

City of Leesburg ~ General Fund

FY 2021 Budget to Actual Report by line item

		FY 2019 Audited Revenues & Expenditures		FY 2020 Unaudited Actual Revenues & Expenditures		FY 2021 Approved Budget		FY 2021 Unaudited Actual Revenues & Expenditures 10/31/2020		Remaining FY 2021 Budget		Percentage of FY 2021 Actuals to Budget Used	
100	100	01500	00053	531710	PRINTING/ TAX BILLS	-	-	-	-	-	-	-	-
100	100	01500	00052	521132	DELIQUENT TAX SERVICE ADD	-	-	-	-	-	-	-	-
100	100	01500	00052	521200	ATTORNEY & LEGAL FEES	1,881	311	1,000	1,000	1,000	1,000	0%	0%
100	100	01500	00052	521201	COMPUTER SUPPORT FEES	17,723	34,634	20,000	11,779	8,221	8,221	59%	59%
100	100	01500	00052	521220	ENGINEERING FEES	1,710	4,369	1,000	1,000	1,000	1,000	0%	0%
100	100	01500	00052	521225	BAD DEBT EXPENSE	-	-	-	-	-	-	-	-
100	100	01500	00052	521230	AUDITOR FEES	6,929	6,929	7,200	6,929	7,200	7,200	0%	0%
100	100	01500	00052	522210	EQUIPMENT REPAIR & MAINT	-	47	200	-	200	200	0%	0%
100	100	01500	00052	522220	BUILDING REPAIR & MAINT	27,986	6,502	5,000	1,015	3,985	3,985	20%	20%
100	100	01500	00052	522300	RENTS AND LEASES	3,342	2,230	3,000	143	2,858	2,858	5%	5%
100	100	01500	00052	523100	INSURANCE, OTHER THAN EMP	12,507	13,070	14,798	4,567	10,231	10,231	31%	31%
100	100	01500	00052	523200	COMMUNICATIONS	3,759	3,890	3,968	733	3,235	3,235	18%	18%
100	100	01500	00052	523210	POSTAGE	2,089	1,852	1,740	361	1,379	1,379	21%	21%
100	100	01500	00052	523300	ADVERTISING	1,082	1,223	1,500	343	1,157	1,157	23%	23%
100	100	01500	00052	523505	TRAVEL-EMPLOYEE	8,277	7,040	1,000	-	1,000	1,000	0%	0%
100	100	01500	00052	523600	DUES AND FEES	12,768	9,025	8,400	2,114	6,286	6,286	25%	25%
100	100	01500	00052	523610	SOUTHWEST GA RDC DUES	3,304	3,333	3,366	1,680	1,686	1,686	50%	50%
100	100	01500	00052	523700	EDUCATION AND TRAINING	3,218	2,730	1,000	(266)	1,266	1,266	-27%	-27%
Total Purchased / Contracted Services						130,191	105,460	83,172	28,226	54,946	54,946	34%	34%
100	100	01500	00053	531230	ELECTRICITY	4,859	5,504	5,675	2,286	3,389	3,389	40%	40%
100	100	01500	00053	531270	GAS & OIL	238	155	300	58	242	242	19%	19%
100	100	01500	00053	531300	FOOD / EMPLOYEE APPRECIATION	2,413	2,723	2,000	432	1,568	1,568	22%	22%
100	100	01500	00053	531600	SMALL EQUIPMENT	125	-	500	1,440	(940)	(940)	288%	288%
100	100	01500	00053	531700	OFFICE SUPPLIES	8,631	8,394	5,880	1,651	4,229	4,229	28%	28%
100	100	01500	00053	531720	CLEANING/ PAPER SUPPLIES	1,726	1,490	1,400	459	941	941	33%	33%
Total Supplies - Administration						17,992	18,266	15,755	6,326	9,429	9,429	40%	40%
100	100	01500	00054	541001	RECREATION PROPERTY	28,778	-	-	-	-	-	-	-
100	100	01500	00054	542000	MACHINERY & EQUIPMENT	-	-	-	-	-	-	-	-
100	100	01500	00054	542400	CAPITAL OUTLAY-COMPUTERS	-	-	-	-	-	-	-	-
100	100	01500	00054	542500	CAPITAL OUTLAY-OTHER EQUI	-	-	-	-	-	-	-	-
Total Capital Outlay - Administration						28,778	-	-	-	-	-	-	-

City of Leesburg ~ General Fund

FY 2021 Budget to Actual Report by line item

		FY 2019 Audited Revenues & Expenditures		FY 2020 Unaudited Actual Revenues & Expenditures		FY 2021 Approved Budget		FY 2021 Unaudited Actual Revenues & Expenditures 10/31/2020		Remaining FY 2021 Budget		Percentage of FY 2021 Actuals to Budget Used	
100	100	01500	00057	572000	SENIOR CENTER	6,894	4,351	200	200	200	200	0%	
100	100	01500	00057	572020	CHAMBER OF COMMERCE	3,200	3,204	3,200	1,600	1,600	1,600	50%	
100	100	01500	00057	572030	LIBRARY CONTRIBUTION	15,500	15,500	15,500	7,750	7,750	7,750	50%	
100	100	01500	00057	572011	FAMILY CONNECTIONS	-	-	3,500	1,375	2,125	2,125		
Total Other - Administration						25,594	23,055	22,400	10,725	11,675	11,675	48%	
Subtotal Administration						363,656	309,007	309,642	103,709	205,933	205,933	33%	
Municipal Court													
100	150	01550	00051	511260	SALARY Municipal Court Judge	5,141	4,926	5,373	1,791	3,582	3,582	33%	
100	150	01550	00051	512200	FICA	393	377	411	137	274	274	33%	
Total Personnel Municipal Court						5,534	5,302	5,784	1,928	3,856	3,856	33%	
100	150	01550	00052	521200	ATTORNEY & LEGAL FEES	-	-	-	-	-	-		
100	150	01550	00052	521201	COMPUTER SUPPORT FEES	4,920	6,500	7,830	990	6,840	6,840	13%	
100	150	01550	00052	521210	MUNICIPAL COURT EXPENSES	401	441	366	624	(258)	(258)	171%	
100	150	01550	00052	521215	CITY SOLICITOR	20,440	19,010	15,000	6,003	8,998	8,998	40%	
100	150	01550	00052	521216	INDIGENT DEFENSE	6,000	4,500	6,000	1,500	4,500	4,500	25%	
100	150	01550	00052	523505	TRAVEL-EMPLOYEE	870	1,629	500	500	500	500	0%	
100	150	01550	00052	523700	Training - Employee	651	775	500	500	500	500	0%	
100	150	01550	00052	523550	FINE ADD-ON FEES	56,740	78,083	74,250	22,882	51,368	51,368	31%	
Total Purchased / Contracted Services Municipal Court						90,023	110,939	104,446	31,998	72,448	72,448	31%	
Subtotal Municipal Court						95,557	116,241	#####	33,926	76,304	76,304	31%	
100	250	25100	00057	251110	CONTINGENCY FUND	1,000	1,000	100,000	-	100,000	100,000	0%	
Planning & Zoning / Code Enforcement													
100	740	07450	00051	511105	PART TIME EMPLOYEES	5,220	3,930	3,120	3,120	3,120	3,120	0%	
100	740	07450	00051	512200	FICA	395	301	239	239	239	239	0%	
100	740	07450	00051	512700	WORKERS' COMPENSATION	231	132	136	39	96	96	29%	
Total Personnel Planning & Zoning						5,847	4,363	3,494	39	3,455	3,455	1%	
Subtotal Planning & Zoning / Code Enforcement						5,847	4,363	3,494	39	3,455	3,455	1%	

City of Leesburg ~ General Fund

FY 2021 Budget to Actual Report by line item

		FY 2019 Audited Revenues & Expenditures	FY 2020 Unaudited Actual Revenues & Expenditures	FY 2021 Approved Budget	FY 2021 Unaudited Actual Revenues & Expenditures 10/31/2020	Remaining FY 2021 Budget	Percentage of FY 2021 Actuals to Budget Used
Public Safety							
100 300 03200 00051 511100	REGULAR EMPLOYEES	531,013	542,949	558,390	192,453	365,936	34%
100 300 03200 00051 511101	REGULAR EMPLOYEES VACSELL BACK	13,282	12,245	19,920	5,415	14,505	27%
100 300 03200 00051 511105	PART TIME EMPLOYEES	24,481	51,166	61,327	21,692	39,635	35%
100 300 03200 00051 511199	LONGEVITY	8,254	9,960	9,960		9,960	0%
100 300 03200 00051 511300	OVERTIME	37,849	22,287	42,258	8,493	33,766	20%
100 300 03200 00051 512100	EMPLOYEE GROUP INSURANCE	112,561	141,557	156,499	50,229	106,270	32%
100 300 03200 00051 512200	FICA	42,957	43,735	52,927	15,657	37,270	30%
100 300 03200 00051 512400	RETIREMENT	35,029	34,828	45,298	15,099	30,199	33%
100 300 03200 00051 512415	457b/poab	2,965	3,415	3,445		3,445	0%
100 300 03200 00051 512700	WORKERS' COMPENSATION	36,078	27,598	28,098	9,281	18,817	33%
Total Personnel Services Public Safety		844,468	889,742	978,122	318,319	659,803	33%
100 300 03200 00052 521200	ATTORNEY & LEGAL FEES						
100 300 03200 00052 521201	COMPUTER SUPPORT FEES	9,721	9,094	9,000	3,870	5,130	43%
100 300 03200 00052 522210	EQUIPMENT REPAIR & MAINT	324	-	1,000		1,000	0%
100 300 03200 00052 522240	TIRES AND TUBES	2,757	2,804	2,500		2,500	0%
100 300 03200 00052 522250	VEHICLE REPAIR	26,702	24,553	26,800	11,525	15,275	43%
100 300 03200 00052 522260	RADIO MAINTENANCE	4,707	150	500		500	0%
100 300 03200 00052 523100	INSURANCE, OTHER THAN EMP	11,322	11,915	13,298	4,182	9,116	31%
100 300 03200 00052 523200	COMMUNICATIONS	10,431	22,770	25,251	2,152	23,099	9%
100 300 03200 00052 523300	ADVERTISING	504	-		16		
100 300 03200 00052 523505	TRAVEL-EMPLOYEE	1,325	542	500	325	175	65%
100 300 03200 00052 523600	DUES AND FEES	888	745	724	319	405	44%
100 300 03200 00052 523700	EDUCATION AND TRAINING	1,638	848	800	319	481	40%
100 300 03200 00052 523900	UNIFORM CLEANING	499	203	500	114	386	23%
Total Purchased / Contracted Services Public Safety		70,817	73,625	80,873	22,823	58,066	28%
100 300 03200 00053 531230	ELECTRICITY	6,485	7,104	6,548	2,689	3,859	41%
100 300 03200 00053 531270	GAS & OIL	32,850	30,533	30,888	7,412	23,476	24%
100 300 03200 00053 531600	Small Equipment	-					
100 300 03200 00053 531700	OFFICE SUPPLIES	2,532	2,596	2,500			
100 300 03200 00053 531720	CLEANING/ PAPER SUPPLIES	881	1,436	1,420	351	1,069	25%

City of Leesburg ~ General Fund

FY 2021 Budget to Actual Report by line item

		FY 2019 Audited Revenues & Expenditures	FY 2020 Unaudited Actual Revenues & Expenditures	FY 2021 Approved Budget	FY 2021 Unaudited Actual Revenues & Expenditures 10/31/2020	Remaining FY 2021 Budget	Percentage of FY 2021 Actuals to Budget Used
100	300	6,304	16,994	9,200	1,837	7,363	20%
100	300	-	-	-	-	-	
100	300	973	880	-	488	(488)	
100	300	2,353	3,829	-	-	-	
100	300	1,691	5,086	4,000	-	4,000	0%
Total Supplies - Public Safety		54,069	68,458	54,556	13,681	40,875	25%
100	300	-	-	-	-	-	
100	300	-	-	-	-	-	
100	300	-	-	-	-	-	
100	300	-	-	-	-	-	
Total Capital Outlays - Public Safety		-	-	-	-	-	
Subtotal Public Safety		969,354	1,031,825	1,113,551	354,823	758,744	32%
Public Works Maintenance							
100	400	465,661	470,280	477,000	165,919	311,081	35%
100	400	19,814	44,779	21,341	5,984	15,357	28%
Sub Total Sanitation		485,475	515,060	498,341	171,903	326,438	34%
100	400	112,218	110,662	118,233	37,421	80,812	32%
100	400	2,139	3,032	4,547	329	4,218	7%
100	400	5,961	15,029	21,949	6,626	15,324	30%
100	400	1,767	1,977	2,274	-	2,274	0%
100	400	21,260	17,525	13,301	4,537	8,765	34%
100	400	16,651	16,952	32,722	6,131	26,591	19%
100	400	10,321	10,573	12,263	3,479	8,784	28%
100	400	9,180	7,801	10,343	3,448	6,895	33%
100	400	590	523	965	161	804	17%
100	400	14,069	8,339	8,286	2,407	5,879	29%
Total Personnel Services Public Works		194,157	192,412	224,884	64,538	160,346	29%
100	400	857	944	1,100	-	1,100	0%
100	400	7,342	6,238	2,000	-	2,000	0%
100	400	14,504	1,536	8,000	2,250	5,750	28%

City of Leesburg ~ General Fund

FY 2021 Budget to Actual Report by line item

		FY 2019 Audited Revenues & Expenditures		FY 2020 Unaudited Actual Revenues & Expenditures		FY 2021 Approved Budget		FY 2021 Unaudited Actual Revenues & Expenditures 10/31/2020		Remaining FY 2021 Budget		Percentage of FY 2021 Actuals to Budget Used	
100	400	04600	00052	43,503	29,750	23,000	10,537	12,463	46%				
100	400	04600	00052	4,012	1,438	2,500	670	1,830	27%				
100	400	04600	00052	3,046	3,355	3,000		3,000	0%				
100	400	04600	00052	17,459	11,282	13,631	4,986	8,645	37%				
100	400	04600	00052	-	-	-	-	-	-				
100	400	04600	00052	766	1,167	2,000		2,000	0%				
100	400	04600	00052	7,058	9,847	7,000	1,989	5,011	28%				
100	400	04600	00052	112	1,804	1,500		1,500	0%				
100	400	04600	00052	11,322	11,915	13,298	4,182	9,116	31%				
100	400	04600	00052	2,852	3,782	3,892	1,077	2,815	28%				
100	400	04600	00052	1,656	770	1,000		1,000	0%				
100	400	04600	00052	-	50	500	-	500	0%				
100	400	04600	00052	784	653	600	426	174	71%				
100	400	04600	00052	-	-	-	-	-	-				
100	400	04600	00052	375	600	500		500	0%				
Total Purchased / Contracted Services - Public Works				115,649	85,132	83,521	26,117	57,404	31%				
100	400	04600	00053	4,858	5,004	5,230	1,340	3,890	26%				
100	400	04600	00053	-	-	-	-	-	-				
100	400	04600	00053	22,270	15,224	17,000	3,822	13,178	22%				
100	400	04600	00053	60,798	60,800	62,112	15,653	46,459	25%				
100	400	04600	00053	631	1,366	1,500	696	804	46%				
100	400	04600	00053	566	1,015	1,372	143	1,229	10%				
100	400	04600	00053	18,121	12,503	12,225	1,542	10,683	13%				
100	400	04600	00053	4,727	-	-	-	-	-				
100	400	04600	00053	3,702	-	-	-	-	-				
100	400	04600	00053	1,868	-	-	-	-	-				
100	400	04600	00053	9,294	9,804	10,000	-	-	-				
Total Supplies - Public Works				126,836	105,716	109,439	23,196	86,243	21%				
100	400	04600	00054	-	-	-	-	-	-				
100	400	04600	00054	-	-	-	-	-	-				
100	400	04600	00054	-	-	-	-	-	-				

City of Leesburg ~ General Fund

FY 2021 Budget to Actual Report by line item

		FY 2019 Audited Revenues & Expenditures	FY 2020 Unaudited Actual Revenues & Expenditures	FY 2021 Approved Budget	FY 2021 Unaudited Actual Revenues & Expenditures 10/31/2020	Remaining FY 2021 Budget	Percentage of FY 2021 Actuals to Budget Used	
Total Capital Outlay - Public Works		-	-	-	-	-		
Subtotal Public Works Maintenance		922,117	898,319	916,185	285,754	630,431	31%	
Chamber of Commerce								
100	750	0052	523200	COMMUNICATIONS				
100	750	0052	522220	BUILDING REPAIR & MAINT	4,239	4,215	1,122	27%
100	750	0052	521201	COMPUTER SUPPORT FEES	4,574	1,000	371	37%
100	750	0052	531210	WATER, SEWER, TRASH	1,020	659	775	118%
100	750	0053	531230	ELECTRICITY	258	276	46	17%
100	750	0053	531720	CLEANING/ PAPER SUPPLIES	2,982	3,500	1,233	35%
100	750	0053	531720	CLEANING/ PAPER SUPPLIES	942	800	38	5%
Subtotal Chamber of Commerce		9,685	13,250	10,450	3,584	6,866	34%	
Total General Fund Expenses		2,443,827	2,436,915	2,618,665	789,660	1,829,021	30%	
General Fund Net Gain / (Loss)		461,432	11,393	(14,660)	626,782			

City of Leesburg ~ Water & Sewer Fund

FY 2021 Budget to Actual Report by line item

		FY 2019 Audited Revenues & Expenditures	FY 2020 Unaudited Actual Revenues & Expenditures	FY 2021 Approved Budget	FY 2021 Unaudited Actual Revenues & Expenditures 10/31/2020	Remaining FY 2021 Budget	Percentage of FY 2021 Actuals to Budget Used
WATER AND SEWER FUND REVENUE							
505 033	33400	33430	33430				
			480,000				
505 034	34400	34420	463,076				
			530,590	533,726	190,978	342,748	36%
505 034	34400	34420	9,500	10,000	8,750	1,250	88%
505 034	34400	34420	13,002	12,510		12,510	0%
505 034	34400	34420	25,267	27,000	2,070	24,930	8%
				230,000		230,000	0%
505 034	34400	34425	446,757	477,227	178,650	298,577	37%
505 034	34400	34425	6,435	10,000	8,580	1,420	86%
505 034	34900	34900	910	1,500	140	1,360	9%
505 034	36100	36100	6,376	5,000	733	4,267	15%
505 038	38300	38300	8,280				
505 038	38900	38900	977				
505 038	38900	38900	(68)				
505 039	39100	39100			(10)	10	
505 039	39380	39380			27,793	(27,793)	
505 061	61100	61100	81,400				
505 039	39100	39100	(300,000)				
			(60,519)	(58,922)	(19,641)	(39,281)	33%
			1,181,393	1,248,041	398,043	849,998	32%
WATER AND SEWER FUND EXPENSES							
SEWER DEPARTMENT							
505 400	04330	00051	511100	83,251	28,540	54,711	34%
505 400	04330	00051	511101	1,145	186	2,840	6%
505 400	04330	00051	511199	1,399	1,513	1,513	0%
505 400	04330	00051	511300	5,273	5,404	4,045	25%
505 400	04330	00051	512100	4,849	13,140	11,368	13%
505 400	04330	00051	512200	6,642	7,359	5,036	32%
505 400	04330	00051	512400	5,555	6,475	4,316	33%
505 400	04330	00051	512415	1,100	1,580	529	67%
505 400	04330	00051	512700	492	1,425	1,011	29%

City of Leesburg ~ Water & Sewer Fund

FY 2021 Budget to Actual Report by line item

		FY 2019 Audited Revenues & Expenditures		FY 2020 Unaudited Actual Revenues & Expenditures		FY 2021 Unaudited Actual Revenues & Expenditures		FY 2021 Approved Budget		Remaining FY 2021 Budget		Percentage of FY 2021 Actuals to Budget Used	
505	400	04330	00051	512910	VEHICLE ALLOWANCE-CITY MA	2,975	2,750	3,000	1,000	2,000	33%		
Total Personnel Services Sewer						111,650	109,674	126,172	38,804	87,368	31%		
505	400	04330	00052	521100	OFFICIAL/ADMINISTRATIVE	-	-	-	2,027	(2,027)			
505	400	04330	00052	521200	ATTORNEY & LEGAL FEES	-	-	-	-	-			
505	400	04330	00052	521201	COMPUTER SUPPORT FEES	8,080	7,259	7,500	3,489	4,011	47%		
505	400	04330	00052	521220	ENGINEERING FEES	1,410	-	4,000	500	3,500	13%		
505	400	04330	00052	521225	BAD DEBT EXPENSE	-	-	-	-	-			
505	400	04330	00052	521230	AUDITOR FEES	3,549	3,549	3,810	-	-	0%		
505	400	04330	00052	521250	WATER TESTING	-	-	-	-	3,810	0%		
505	400	04330	00052	522210	EQUIPMENT REPAIR & MAINT	37,459	21,187	18,000	61	17,939	0%		
505	400	04330	00052	522220	Building Repair & Maint	-	-	-	-	-			
505	400	04330	00052	522240	TIRES AND TUBES	-	-	-	-	-			
505	400	04330	00052	522320	EQUIPMENT RENTAL	-	-	-	-	-			
505	400	04330	00052	523100	INSURANCE, OTHER THAN EMP	18,399	19,363	21,609	6,795	14,814	31%		
505	400	04330	00052	523200	COMMUNICATIONS	14,005	10,713	11,900	1,540	10,360	13%		
505	400	04330	00052	523210	POSTAGE	-	-	300	300	-	0%		
505	400	04330	00052	523226	WATERSHED MON CONTRACT (T	-	2,200	6,200	390	5,810	6%		
505	400	04330	00052	523300	ADVERTISING	48	-	400	96	304	24%		
505	400	04330	00052	523505	TRAVEL-EMPLOYEE	-	-	500	500	-	0%		
505	400	04330	00052	523600	DUES AND FEES	3,488	1,201	1,500	56	1,444	4%		
Total Contracted Services Sewer Dept						86,437	65,472	75,719	14,955	60,764	20%		
505	400	04330	00053	531230	ELECTRICITY-PUMP/LIFT STATIONS	28,596	26,647	22,143	4,546	17,597	21%		
505	400	04330	00053	531270	GAS & OIL	2,534	1,714	1,200	923	277	77%		
505	400	04330	00053	531600	SMALL EQUIPMENT	-	-	-	-	-			
505	400	04330	00053	531700	OFFICE SUPPLIES	813	829	1,000	300	700	30%		
505	400	04330	00053	531900	SEWER SUPPLIES	2,535	7,358	5,400	1,260	4,140	23%		
Total Supplies Sewer Dept						34,479	36,547	29,743	7,029	22,714	24%		
505	400	04330	00054	542200	CAPITAL OUTLAY-NEW VEHICL	-	-	-	-	-			
505	400	04330	00054	542500	CAPITAL OUTLAY-OTHER EQUI	-	-	-	-	-			
505	400	04330	00054	542530	2014 I & I CAPITAL PROJEC	-	-	-	-	-			
505	400	04330	00054	542531	PUBLIC WORKS W/S EXTENSIO	-	-	-	-	-			
Total Capital Outlay Sewer Dept						-	-	-	-	-			

City of Leesburg ~ Water & Sewer Fund

FY 2021 Budget to Actual Report by line item

505 400 04330 00056 561000 DEPRECIATION

	FY 2019 Audited Revenues & Expenditures	FY 2020 Unaudited Actual Revenues & Expenditures	FY 2021 Approved Budget	FY 2021 Unaudited Actual Revenues & Expenditures 10/31/2020	Remaining FY 2021 Budget	Percentage of FY 2021 Actuals to Budget Used
	263,876	100,000	100,000	33,333	66,667	33%

City of Leesburg ~ Water & Sewer Fund

FY 2021 Budget to Actual Report by line item

		FY 2019 Audited Revenues & Expenditures	FY 2020 Unaudited Actual Revenues & Expenditures	FY 2021 Approved Budget	FY 2021 Unaudited Actual Revenues & Expenditures 10/31/2020	Remaining FY 2021 Budget	Percentage of FY 2021 Actuals to Budget Used
Total Depreciation Sewer Dept		263,876	100,000	100,000	33,333	66,667	33%
505 400 04330 00057	579000 CONTEINGENCY	6,748	-	25,000	-	25,000	0%
Total Other Costs Sewer Dept		6,748	-	25,000	-	25,000	0%
505 400 04330 00058	581301 GEFA DWSRF 11-015	7,145	6,714	6,275	-	6,275	0%
505 400 04330 00058	582000 INTEREST PAID ON NOTES	-	-	-	-	-	0%
Total Debt Service Sewer Dept		7,145	6,714	6,275	-	6,275	0%
Subtotal Sewer Department		510,334	318,408	362,909	94,121	268,788	26%
SEWAGE TREATMENT PLANT							
505 400 04335 00051	511100 REGULAR EMPLOYEES	68,910	72,561	72,417	25,727	46,690	36%
505 400 04335 00051	511101 REGULAR EMPLOYEES VAC SELL BACK	445	488	2,785	-	2,785	0%
505 400 04335 00051	511199 LONGEVITY	1,316	1,393	1,393	-	1,393	0%
505 400 04335 00051	511300 OVERTIME	11,976	12,486	10,863	4,723	6,140	43%
505 400 04335 00051	512100 EMPLOYEE GROUP INSURANCE	936	463	12,957	214	12,744	2%
505 400 04335 00051	512200 FICA	6,421	6,585	6,691	2,307	4,384	34%
505 400 04335 00051	512400 RETIREMENT- Pension	5,058	4,882	6,350	2,117	4,234	33%
505 400 04335 00051	512415 457b plan cont	384	384	384	128	256	33%
505 400 04335 00051	512700 WORKERS' COMPENSATION	294	1,887	1,298	377	921	29%
505 400 04335 00052	521150 SLUDGE DISPOSAL	10,578	5,213	12,000	-	12,000	0%
505 400 04335 00052	521250 WATER TESTING	34,918	35,163	35,000	7,692	27,308	22%
505 400 04335 00052	522250 VEHICLE REPAIR	987	1,299	1,000	-	1,000	0%
505 400 04335 00052	522310 UNIFORMS	822	495	800	-	800	0%
505 400 04335 00052	523505 TRAVEL-EMPLOYEE	1,867	410	1,200	-	1,200	0%
505 400 04335 00052	523700 EDUCATION & TRAINING	1,625	730	1,000	-	1,000	0%
505 400 04335 00053	531230 Electricity	46,195	48,592	50,935	11,880	39,055	23%
505 400 04335 00053	531701 Other Supplies	1,884	895	800	393	407	49%
505 400 04335 00053	531885 Chemicals for Plant	21,049	32,873	30,000	7,719	22,281	26%
505 400 04335 00052	522200 WWTF Repairs & Maintenance	24,939	13,860	17,000	3,559	13,441	21%
505 400 04335 00054	542200 TRUCKS AND AUTOS	-	-	-	-	-	-
505 400 04335 00054	542500 OTHER CAPITAL	-	-	-	-	-	-
Total Sewage Treatment Plant		240,606	240,658	264,873	66,835	198,038	25%

City of Leesburg ~ Water & Sewer Fund

FY 2021 Budget to Actual Report by line item

		FY 2019 Audited Revenues & Expenditures		FY 2020 Unaudited Actual Revenues & Expenditures		FY 2021 Approved Budget		FY 2021 Unaudited Actual Revenues & Expenditures 10/31/2020		Remaining FY 2021 Budget		Percentage of FY 2021 Actuals to Budget Used				
		240,606		240,658		264,873		66,835		198,038		25%				
Subtotal Sewage Treatment Plant																
Water Department																
505	400	04400	00051	511100	REGULAR EMPLOYEES	121,628		125,748		132,739		44,833		87,906		34%
505	400	04400	00051	511101	REGULAR EMPLOYEES VAC SELL BACK	1,735		2,140		4,741		260		4,480		5%
505	400	04400	00051	511199	LONGEVITY	2,123		2,264		2,370				2,370		0%
505	400	04400	00051	511300	OVERTIME	13,027		11,875		11,098		3,555		7,542		32%
505	400	04400	00051	512100	EMPLOYEE GROUP INSURANCE	11,213		12,062		25,477		4,139		21,338		16%
505	400	04400	00051	512200	FICA	10,558		10,728		11,777		3,679		8,098		31%
505	400	04400	00051	512400	RETIREMENT	11,699		7,925		10,378		3,459		6,919		33%
505	400	04400	00051	512415	457b plan cont	1,328		1,721		1,892		1,120		773		59%
505	400	04400	00051	512700	WORKERS' COMPENSATION	1,198		3,618		3,604		1,047		2,557		29%
505	400	04400	00051	512910	VEHICLE ALLOWANCE	2,975		2,750		3,000		1,000		2,000		33%
Total Personal Services Water Dept		177,485		180,830		207,075		63,092		143,983		2,027		(2,027)		30%
505	400	04400	00052	521100	OFFICIAL/ADMINISTRATIVE	-		-		200				200		0%
505	400	04400	00052	521200	ATTORNEY & LEGAL FEES	-		7,042		7,000		3,489		3,511		50%
505	400	04400	00052	521201	COMPUTER SUPPORT FEES	1,800		4,533		3,000				3,000		0%
505	400	04400	00052	521220	ENGINEERING FEES	6,422		6,422		6,391				6,391		0%
505	400	04400	00052	521230	AUDITOR FEES	1,954		5,414		3,500		1,369		2,131		39%
505	400	04400	00052	521250	WATER TESTING	16,929		3,694		2,000		254		1,746		13%
505	400	04400	00052	522210	EQUIPMENT REPAIR & MAINT	2,800		2,500		1,000				1,000		
505	400	04400	00052	522220	BUILDING REPAIR & MAINT	-		-		-		-		-		
505	400	04400	00052	522240	TIRES AND TUBES	802		-		500				500		
505	400	04400	00052	522250	VEHICLE REPAIR	-		-		-		-		-		
505	400	04400	00052	522310	UNIFORMS	-		-		-		-		-		
505	400	04400	00052	522320	EQUIPMENT RENTAL	-		-		-		-		-		
505	400	04400	00052	523100	INSURANCE, OTHER THAN EMP	18,399		19,363		21,609		7,795		13,814		36%
505	400	04400	00052	523200	COMMUNICATIONS	9,376		8,353		9,720		1,484		8,236		15%
505	400	04400	00052	523210	POSTAGE	102		61		400		24		376		6%
505	400	04400	00052	523300	ADVERTISING	516		360		600				600		0%
505	400	04400	00052	523505	TRAVEL-EMPLOYEE	3,134		1,514		500		(760)		1,260		-152%

City of Leesburg ~ Water & Sewer Fund

FY 2021 Budget to Actual Report by line item

		FY 2019 Audited Revenues & Expenditures		FY 2020 Unaudited Actual Revenues & Expenditures		FY 2021 Approved Budget		FY 2021 Unaudited Actual Revenues & Expenditures 10/31/2020		Remaining FY 2021 Budget		Percentage of FY 2021 Actuals to Budget Used	
505	400	04400	00052	523600	DUES AND FEES	3,427	1,170	1,400	38	1,362	3%		
Total Contracted Services Water Dept						73,561	60,425	57,820	15,719	42,101	27%		
505	400	04400	00053	531230	ELECTRICITY-WELLS	19,351	22,169	24,104	7,454	16,650	31%		
505	400	04400	00053	531270	GAS & OIL	-	-	500	-	500	0%		
505	400	04400	00053	531600	SMALL EQUIPMENT	-	-	-	-	-	-		
505	400	04400	00053	531700	OFFICE SUPPLIES	777	754	1,500	300	1,200	20%		
505	400	04400	00053	531870	WATER SUPPLIES	11,078	10,429	20,000	4,068	15,932	20%		
505	400	04400	00053	531885	CHEMICALS	4,761	5,178	7,000	1,263	5,738	18%		
Total Supplies Water Dept						35,967	38,530	53,104	13,085	40,019	25%		
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	-	43,129	43,129	-	43,129	0%		
505	400	04400	00054	542534	WATER LINE IMPROVEMENTS	-	-	-	-	-	-		
Total Capital Outlays Water Dept						-	43,129	43,129	-	43,129	0%		
505	400	04400	00056	561000	DEPRECIATION	100,000	100,000	100,000	33,333	66,667	33%		
Total Depreciation Water Dept						100,000	100,000	100,000	33,333	66,667	33%		
505	400	04400	00057	579000	CONTENGIENCY	-	-	25,000	-	25,000	0%		
505	061	61100	61100	612000	TRANSFER OUT - OTHER FUNDS	-	50,000	100,000	33,333	66,667	0%		
Total Other Costs Water Dept						-	50,000	125,000	33,333	91,667	27%		
505	400	04400	00058	582000	INTEREST PAID ON NOTES	40,970	38,345	34,131	-	34,131	0%		
Total Water Dept Debt Service						40,970	38,345	34,131	-	34,131	0%		
Subtotal Water Department						427,982	511,260	620,259	158,563	461,696	26%		
Total Water and Sewer Expenses						1,178,923	1,070,326	1,248,041	319,519	928,522	26%		
Water and Sewer Net Gain / Loss						2,471	33,369	(0)	78,524				
Plus Unfunded Depreciation						363,876	200,000	200,000	66,667				
Less Principal Debt Reduction						162,919	193,236	182,161	-				
Less Other investment in capital						-	-	-	-				
Less Operational Transfer to General Fund						-	-	-	-				
Net affect on Cash Reserves increase / (decrease)						203,428	40,133	17,839	145,190				



October 8, 2020

City of Leesburg
PO Box 890
Leesburg, Ga 31763-0890



Solid Waste Management Authority
502 C 16th Avenue, East
Cordele, GA 31015
Phone (229) 271-1191
Fax (229) 271-9585

Dear Participant:

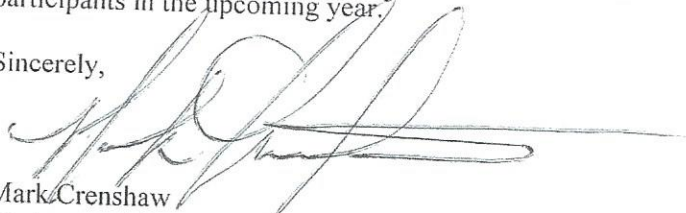
Thank you for giving Crisp County Solid Waste Management Authority the opportunity to provide waste collection, transportation and disposal services to the participants of the Solid Waste Authority of Crisp County.

As per the terms of our agreement please let this letter serve as 90 days advance notice of our intent to increase all rates, outlined in the agreement, by the CPI as published by the U.S. Department of Labor for All Urban Consumers for the previous year. Effective January 1, 2021 rates will increase by 1.3%. Attached please find the most recently published CPI chart.

As you know, the fuel surcharge to the Participants is adjusted on January 1 of each year. Because the Participants require a 60 day notice and the Authority requires 90 days notice, the amount is determined the week prior to the notice of increase by accessing the latest diesel fuel index as published by the Energy Information Administration. The most recent 12 month period is reviewed to determine the average price to be used in the final calculations. Accordingly, this letter provides notice that effective January 1, 2021; the residential Oil/Energy Adjustment will be administered at **\$.11** per container. On the same date, the commercial Oil/Energy Adjustment will be administered at **\$.27** per container yard per month.

Thank you again for your continued support as we look forward to serving you and your participants in the upcoming year.

Sincerely,


Mark Crenshaw
Chairman, Crisp County Solid Waste Authority

TransWaste Services

RESIDENTIAL OIL/ENERGY SURCHARGE CALCULATION

Note: Key in Blue Fields Only

	\$2.620	U.S. Dept of Energy Index	As of:	
Less:	<u>\$2.42</u>	Less original Budgeted base for fuel costs	9/21/20	
	\$0.200			
Multiplied By:	1.40	Multiple dictated by add'l cost of lubricants and other fuel related expenses		
Sub-Total:	\$0.28			
	0.3159	Company wide average on gallons of fuel consumed per month per container (Gallons / (Lifts/4.33))		
	0.080	Overhead fuel allocation per month per container		
Multiplied By:	0.396	Total gallons per month per container		
Fuel Surcharge =	\$0.11	Surcharge per container per month (1X week)		

Lower Atlantic (PADD 1C) No 2 Diesel Retail Prices (Dollars per Gallon)

October-19	2.921
November-19	2.917
December-19	2.930
January-20	2.962
February-20	2.813
March-20	2.634
April-20	2.443
May-20	2.353
June-20	2.363
July-20	2.382
August-20	2.370
September-20	2.357
Avg	2.620

TransWaste Services

FRONT END OIL/ENERGY SURCHARGE CALCULATION

As of:
9/21/20

Less: \$2.62 U.S. Dept of Energy Index
 \$2.42 Less original Budgeted base for fuel costs
 \$0.20

0.044 Company Avg % of Fuel expense to Revenue
0.0105 Company wide factor dictated by the additional cost of
 lubricants and other fuel related expenses
0.002 Overhead Fuel Allocation Multiple

Multiplied By: 0.05650 Total of Multiples

Fuel Surcharge = 1.13% % Applied to Monthly Revenue

2006 Base/Yd	\$3.32
Less Avg Disposal Yd	\$ 0.9750
Net	\$2.35
Fuel Surcharge/Yd	\$0.27

**Lower Atlantic
(PADD 1C) No
2 Diesel Retail
Prices
(Dollars per
Gallon)**

October-19	2.921
November-19	2.917
December-19	2.930
January-20	2.962
February-20	2.813
March-20	2.634
April-20	2.443
May-20	2.353
June-20	2.363
July-20	2.382
August-20	2.370
September-20	2.357
Avg	2.620



**CPI for All Urban Consumers (CPI-U)
12-Month Percent Change**

Series Id: CUSR0000SA0
 Seasonally Adjusted
 Series Title: All items in U.S. city average, all urban consumers, seasonally adjusted
 Area: U.S. city average
 Item: All items
 Base Period: 1982-84=100
 Years: 2010 to 2020

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2010	2.6	2.2	2.3	2.2	2.0	1.1	1.3	1.2	1.1	1.2	1.1	1.4
2011	1.7	2.1	2.6	3.1	3.5	3.5	3.6	3.8	3.8	3.5	3.5	3.1
2012	3.0	2.9	2.6	2.3	1.7	1.7	1.4	1.7	1.9	2.2	1.8	1.8
2013	1.7	2.0	1.5	1.1	1.4	1.7	1.9	1.5	1.1	0.9	1.2	1.5
2014	1.6	1.1	1.6	2.0	2.2	2.1	2.0	1.7	1.7	1.6	1.2	0.7
2015	-0.2	-0.1	0.0	-0.1	0.0	0.2	0.2	0.2	0.0	0.1	0.4	0.6
2016	1.3	0.9	0.9	1.1	1.0	1.0	0.9	1.1	1.5	1.6	1.7	2.1
2017	2.5	2.7	2.4	2.2	1.9	1.7	1.8	2.0	2.2	2.0	2.2	2.1
2018	2.1	2.2	2.3	2.4	2.8	2.9	2.9	2.7	2.4	2.5	2.2	1.9
2019	1.5	1.5	1.9	2.0	1.8	1.7	1.8	1.7	1.7	1.8	2.0	2.3
2020	2.5	2.3	1.5	0.4	0.2	0.7	1.0	1.3				

Leesburg Public Drinking Water Wells Monthly Report For November, 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:	522,102	800,000
Total Gallons Pumped for the Month:	15.63 Million Gallons	
3 Monthly Bacteria Samples:	0/Absent	0/Absent
Daily Chlorine Residual	.95 mg/L	>.2mg/L
1 Monthly Fluoride Sample:	.57	

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 -	\$1,223.54
Chemicals used -	\$ 361.83
Routine Testing	\$ 132.00
Maintenance & Repair -	\$ 00.00
Total -	\$1,717.37

Leesburg Water Pollution Control Plant Monthly Report For November, 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)	.240	1.5
Effluent Biochemical Oxygen Demand	2.0	15
BOD Removal %	99.6	>85%
Effluent Total Suspended Solids	4.0	30
TSS Removal %	99.7	>85%
Effluent Fecal Coliform (# per 100 mL)	13.0	400
Effluent Ammonia	.08	3.0
Effluent Dissolved Oxygen	8.2	>6.0
Min & Max Effluent pH	7.2-7.5	6.0-9.0
Effluent Total Phosphorous	.32	1.5
Low-Level Mercury (mg/day)	.931	6.3
Total Rainfall for the month	0.6 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) Repair control boards in electrical panel for UV lights.

Expenses:

Fuel (generator/vehicles/mower)	\$ 347.71
Electricity -	\$3,676.54
Chemicals used	\$ 796.55
Lab Tests -	\$ 2,160.00
DoCo Landfill (solids from press)	\$0,000.00
Maintenance & Repair -	\$0,000.00
Total -	\$6,980.80