

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

City Council members

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

City Staff

Bob Alexander, City Manager
Bert Gregory, City Attorney

1. **CALL TO ORDER**
2. **APPROVAL OF MINUTES**
November 5, 2019
3. **PUBLIC HEARING**
4. **NEW BUSINESS**
(A) Consideration of Bids for US 19 By Pass Recreation Site Driveway
(B) Consideration of the Georgia Municipal Employees Benefit System (GMEBS); Restated Master Defined Benefit Retirement Plan
(C) Discussion of Draft Leesburg School Connectivity Study
5. **CITY MANAGER'S MATTERS**
(A) Qualifying for Mayor
6. **DEPARTMENTAL REPORTS**
7. **GOVERNMENTAL BOARDS/AUTHORITIES**
8. **COUNCIL MEMBER'S MATTER**
9. **OLD BUSINESS**
10. **CITY ATTORNEY'S MATTERS**
11. **EXECUTIVE SESSION**
12. **PUBLIC FORUM**
13. **ANNOUNCEMENTS**
Next Scheduled Meeting is December 3, 2019
14. **ADJOURNMENT**

Agenda May Change Without Notice

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City Hall, 107 N Walnut Avenue, Leesburg, GA 31763
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City Councilmembers
Richard Bush, Mayor

Billy Breeden Bob Wilson
Judy Powell Rufus Sherman
Jason Renfroe

City Staff
Bob Alexander, City Manager
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1. **CALL TO ORDER**
Mayor Bush called the meeting to order at 6:00 PM and lead the pledge. Councilmember Sherman lead the Prayer. The City Manager and City Attorney were present. All the Councilmembers were present.
2. **APPROVAL OF MINUTES**
Mayor Bush asked for a MOTION to approve the minutes from October 1, 2019. Councilmember Breeden made a Motion to approve the minutes. Councilmember Sherman seconded the MOTION. The vote was unanimous.
3. **PUBLIC HEARING**
4. **NEW BUSINESS**
 - (A) City Manager Bob Alexander suggested for consideration to call for a special election of the Mayor. Councilmember Powell made a motion to call for a special election of the Mayor. Councilmember Wilson seconded the motion. The vote was unanimous.
 - (B) The City Manager suggested for consideration to elect a Mayor Pro Tem. Councilmember Breeden made a motion to elect Councilmember Rufus Sherman. Councilmember Wilson seconded the motion. The vote was unanimous.
 - (C) The City Manager suggested the Georgia Municipal Employee Benefit System (GMEBS) Restated Master Defined Benefit Retirement Plan be tabled to have more time to study. Councilmember Breeden made a motion to table the GMEBS. Councilmember Sherman seconded the proposal. The vote was unanimous.
 - (D) The City Finance Manager presented for consideration the Crisp County Solid Waste Management increase rate. Councilmember Breeden made a motion to accept the increase with Solid Waste Management. Councilmember Wilson seconded the motion. The vote was unanimous.
 - (E) The City Manager presented the City's Annual Report. Councilmember Powell made a motion to renew the City Managers contract with a 4% raise retro-active to July 1, 2019. Councilmember Sherman seconded the motion. The vote was unanimous.
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 the General Fund and Water & Sewer Fund are within budget for the year.**DEPARTMENTAL REPORTS**
 - (B) Police Report
 - (C) Public Works Report
 - (D) Water and Sewer Report

6. **GOVERNMENTAL BOARDS/AUTHORITIES**

7. **COUNCIL MEMBER'S MATTER**

Probate Judge Melanie Gahrng sworn in Richard Bush as Acting Mayor. Also, Bobby Fletcher Wilson (Post 4), Rufus Lee Sherman, Jr. (Post 5), and Billy Breeden (Post 6) were sworn in as Council of their respective Post by Probate Judge Melanie Gahrng.

8. **OLD BUSINESS**

9. **CITY ATTORNEY'S MATTERS**

10. **EXECUTIVE SESSION**

11. **PUBLIC FORUM**

12. **ANNOUCEMENTS**

Next Scheduled Meeting is December 3, 2019.

13. **ADJOURNMENT**

Councilmember Breeden made a motion to adjourn. Councilmember Sherman seconded the motion. The vote was unanimous.



October 1, 2019

RISK MANAGEMENT AND
EMPLOYEE BENEFIT SERVICES
BOARD OF TRUSTEES

MEMORANDUM VIA E-MAIL

(cheryl.allison@cityofleesburgga.com)

Chairman
Kenneth L. Usry
Mayor, Thomson

Vice Chairman
W. D. Palmer, III
Councilmember, Camilla

Secretary-Treasurer
Larry H. Hanson
Executive Director

Trustees:

Boyd Austin
Mayor, Dallas

Linda Blechinger
Mayor, Auburn

Elizabeth M. English
Councilmember, Vienna

Ronald Feldner
City Manager, Garden City

Marcia Hampton
City Manager, Douglasville

Meg Kelsey
City Manager, LaGrange

Evie McNiece
Commissioner, Rome

Sam Norton
Mayor, Dahlonega

David Nunn
City Manager, Madison

James F. Palmer
Mayor, Cathoun

Rebecca L. Tydings
City Attorney, Centerville

Clemontine Washington
Mayor Pro Tem, Midway

Vince Williams
Mayor, Union City

TO: Cheryl Allison
Pension Committee Secretary, City of Leesburg

FROM: Caroline Dorsey, Assistant General Counsel

SUBJECT: **Action Required; Georgia Municipal Employees Benefit System (GMEBS); Restated Master Defined Benefit Retirement Plan**

The City of Leesburg has previously adopted the Georgia Municipal Employees Benefit System Defined Benefit Retirement Plan ("Plan"), which is comprised of the Master Plan document ("Master Plan") and Adoption Agreement. GMEBS has recently restated the Master Plan and Adoption Agreement, and has received a favorable determination letter from the Internal Revenue Service ("IRS"). An employer providing retirement benefits through the GMEBS DB Plan has the assurance that GMEBS is maintaining a qualified pension benefit program that allows employees to accrue benefits tax-free until retirement benefits are distributed to them.

In order to ensure continued tax-favored treatment for GMEBS member plans, the IRS requires that all GMEBS member employers adopt the restated plan documents. Due to its size, we are sending a copy of the Master Plan via email only. We have enclosed a Summary of Key Amendments that have been made to the Master Plan and Adoption Agreement since they were last approved by the IRS in 2010, as well as a draft restated Adoption Agreement reflecting the benefit design options and other elective provisions currently in place under your Plan.

The draft Plan documents will take effect on their date of approval by the City. Please review the enclosed restated Plan documents and Summary of Key Amendments. If the Plan documents are acceptable as drafted, please sign and date the Adoption Agreement where indicated (p. 36), and return the entire Adoption Agreement to the following address:

Ms. Gina Gresham
Legal Assistant
Georgia Municipal Association
P.O. Box 105377
Atlanta, Georgia 30348

Please note that per O.C.G.A § 47-5-40, the Adoption Agreement has been drafted in the form of an ordinance and should be adopted and codified according to the requirements of your City's Charter and state law. The City does not need to adopt the Master Plan. We ask that you complete this process by November 30, 2019.

Please contact Gina Gresham at 678-686-6258 or rgresham@gacities.com with any questions.

Encl.

C: Bert Gregory, City Attorney, City of Leesburg (w/ encl.)
Michelle Warner, Director, Retirement Field Services and DC Program (w/o encl.)

**SUMMARY OF KEY AMENDMENTS
TO THE RESTATED
GEORGIA MUNICIPAL EMPLOYEES BENEFIT SYSTEM
DEFINED BENEFIT RETIREMENT PLAN**

I. GENERAL OVERVIEW

On March 30, 2018, the IRS issued a favorable advisory letter for the restated Georgia Municipal Employees Benefit System Volume Submitter Defined Benefit Retirement Plan ("DB Plan" or "Plan"). The DB Plan, as approved, incorporates required federal law updates, as well as administrative updates adopted by the Board of Trustees of GMEBS over the last several years. The IRS requires that each Adopting Employer sign an updated DB Plan Adoption Agreement (and Addendum, if applicable).

II. SUMMARY OF KEY CHANGES TO THE MASTER PLAN DOCUMENT

Because all federal law and substantive amendments to the DB Plan were previously adopted by the Board of Trustees, participating employers have already been apprised of the amendments. However, the following information is a reminder of certain key provisions that were added to the Plan or significantly amended since the Plan was last restated in 2010.

- ❖ **Final Average Earnings and Federal Law Compensation Limits** - Final Average Earnings is defined as a set number of consecutive months of service credit (not to exceed 60 months) in which the participant's earnings were the highest. To comply with federal law, monthly earnings in excess of 1/12 of the federal annual compensation for the year in which the monthly salary was earned will not be used to compute a participant's Final Average Earnings. The monthly limit for salary earned (including payouts for unused leave, if applicable) for 2018 is \$22,916.66. Unless the Plan says otherwise, Final Average Earnings excludes severance pay.
- ❖ **Mandatory Participation; Opt Out Through Written Agreement with Employer** - Unless an employer's Adoption Agreement says participation in the Plan is optional for one or more classes of eligible employees, all eligible employees must participate in the Plan. However, if, within 120 days of becoming employed or taking office, an eligible employee (or elected official, if elected officials are permitted to participate in an employer's Plan) enters into a written agreement or employment contract agreeing not to participate in the DB Plan, the employee will be ineligible to participate in the Plan. The employer must notify GMEBS if an otherwise eligible employee has entered into such an agreement. The employee may not become a participant in the employer's Plan in the future unless the employer amends its Adoption Agreement to specifically require participation by the employee.
- ❖ **Immediate Participation for all Eligible Employees** - Effective January 1, 2015, eligible employees become participants in the Plan on the date on which they become employed. If a plan is contributory, employee contributions must begin when an eligible employee begins work. A participant must still be

SUMMARY OF KEY AMENDMENTS

employed with an employer for a minimum of one (1) year in order for his or her service to count for portability or actuarial reserve death benefit purposes.

- ❖ **Repayment of Withdrawn Employee Contributions; Interest and Timing** - If a participant who has terminated employment and withdrawn employee contributions returns to service with the employer, he or she may repay the employee contributions to restore forfeited service credit. The withdrawn funds must be repaid no later than six (6) months following reemployment, in a lump sum with interest, compounded annually from the date of withdrawal to the date of repayment.
- ❖ **No Employee Contributions While Receiving In-Service Distribution** - Participants in plans that require employee contributions and allow in-service distribution of benefits will not be required or allowed to make contributions under the plan while receiving an in-service distribution.
- ❖ **In-Service Distribution** - As a general rule, employees or elected officials may not draw retirement benefits while employed. If a plan allows in-service distribution, a participant must be at least age 62 to receive retirement benefits while employed. If a plan allows in-service distribution and has an alternative normal retirement provision with a minimum age of at least 50 specifically for public safety employees, public safety employees who are eligible for the alternative normal retirement may receive an in-service distribution even if they are younger than age 62. "In-service distribution" means a distribution of normal or alternative normal retirement benefits without a bona fide separation from service. A "bona fide separation from service" is a separation from service of at least six months with no expectation of returning to service. (For a few plans with grandfathered in-service distribution provisions, other minimum age limits may apply.)
- ❖ **Auto A Terminated Vested Death Benefits as Default** - The Auto A terminated vested death benefit applies to all vested participants who terminate employment on or after October 1, 2016, and who were not already covered by a terminated vested death benefit under the employer's GMEBS retirement plan.
- ❖ **Default Death Beneficiaries** - Effective July 1, 2015, if a participant who is eligible for pre-retirement death benefits dies before retirement and does not have a designated pre-retirement beneficiary, his or her surviving spouse, if any, will be considered the pre-retirement beneficiary. If there is no surviving spouse, the participant's pre-retirement death benefits will be paid in a lump sum to the participant's estate. With the exception of the payment of the actuarial reserve in-service death benefit to the estate (which already provided for payment of death benefits to the participant's estate in the absence of a designated pre-retirement beneficiary or surviving spouse), the amount of the pre-retirement death benefit payment to a participant's estate will be 50% of the actuarial equivalent of the participant's vested accrued benefit.
- ❖ **Application for Disability Benefits** - The rules for retroactive disability benefits depend on when the participant terminated employment due to disability. **For a**

SUMMARY OF KEY AMENDMENTS

participant who terminates due to disability on or after April 1, 2015, to receive both retroactive and prospective GMEBS disability benefits, the participant must apply for disability benefits with the Social Security Administration ("SSA"), or with the Pension Committee, as applicable, within one year of termination. Within six months of receipt of the SSA award letter, the participant must submit a GMEBS retirement application and the SSA disability award letter (or Pension Committee determination of disability, if applicable) to the Pension Committee Secretary. Participants who do not meet these timing requirements but are otherwise eligible for disability benefits under the Plan can receive prospective benefits following submission of a retirement application and SSA disability award letter to GMEBS.

For a participant who terminated due to disability on or after July 1, 2011, but before April 1, 2015, to receive both retroactive and prospective disability benefits, the participant must have both submitted a GMEBS retirement application to the Pension Committee Secretary and applied for disability benefits with the SSA (or with the Pension Committee, as applicable) within one year of termination, and submitted the SSA disability award letter (or Pension Committee determination of disability, if applicable) to GMEBS within six months of receiving it. Participants who failed to meet these timing requirements but were otherwise eligible for disability benefits under the Plan could receive prospective benefits after submitting a GMEBS retirement application and SSA disability award letter to GMEBS.

- ❖ **Employer Indemnification of GMEBS; GMEBS Reliance on Information Provided by Employer and Participant; Payment of Benefits Conditioned on Receipt of Information** - By participating in the Plan, employers agree to indemnify and hold GMEBS harmless for any failure to pay benefits, any delay in paying benefits, or any other errors in processing benefits due to the employer's failure to perform its obligations under the Plan or provide accurate data to GMEBS. The Plan states that GMEBS is entitled to rely on information provided to it by employers, participants and beneficiaries. Payment of benefits under the Plan is conditioned on each payee providing GMEBS accurate information.
- ❖ **Correction of Overpayments to Deceased Individual** - If a participant or beneficiary dies and GMEBS makes excess payments due to not knowing the payee has died, GMEBS will make reasonable efforts (not including litigation or collections processes) to recover the overpayment for a period of 60 days. If, after 60 days following notice of the participant's or beneficiary's death, GMEBS has not been able to recover the overpayment, the loss associated with overpayment will be charged against employer's trust fund. The employer will be required to make a separate payment to the trust fund to make up for the loss. The employer may continue to try to recover the overpayment.
- ❖ **Correction of Underpayments to Deceased Individual** - With respect to underpayments corrected on or after January 1, 2017, if the corrective payment is owed to a deceased party, the corrective payment will be paid to the deceased party's surviving spouse. If there is no surviving spouse, the benefit will be paid to the deceased party's estate.

GEORGIA MUNICIPAL EMPLOYEES
BENEFIT SYSTEM

DEFINED BENEFIT RETIREMENT PLAN

AN ORDINANCE
and
ADOPTION AGREEMENT
for

City of Leesburg

Form Volume Submitter Adoption Agreement
Amended and Restated as of January 1, 2013
(With Amendments Taking Effect on or Before January 1, 2017)

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I. AN ORDINANCE

An Ordinance to amend and restate the Retirement Plan for the Employees of the City of Leesburg, Georgia in accordance with and subject to the terms and conditions set forth in the attached Adoption Agreement, any Addendum to the Adoption Agreement, the Georgia Municipal Employees Benefit System (GMEBS) Master Plan Document, and the GMEBS Trust Agreement. When accepted by the authorized officers of the City and GMEBS, the foregoing shall constitute a Contract between the City and GMEBS, all as authorized and provided by O.C.G.A. § 47-5-1 et seq.

BE IT ORDAINED by the Mayor and Council of the City of Leesburg, Georgia, and it is hereby ordained by the authority thereof:

Section 1. The Retirement Plan for the Employees of the City of Leesburg, Georgia is hereby amended and restated as set forth in and subject to the terms and conditions stated in the following Adoption Agreement, any Addendum to the Adoption Agreement, the Georgia Municipal Employees Benefit System (GMEBS) Master Plan Document, and the GMEBS Trust Agreement.

Ordinance continued on page 36

AN ORDINANCE (continued from page 1)

Section 2. Except as otherwise specifically required by law or by the terms of the Master Plan or Adoption Agreement (or any Addendum), the rights and obligations under the Plan with respect to persons whose employment with the City was terminated or who vacated his office with the City for any reason whatsoever prior to the effective date of this Ordinance are fixed and shall be governed by such Plan, if any, as it existed and was in effect at the time of such termination.

Section 3. The effective date of this Ordinance shall be the date of approval by the Governing Authority.

Section 4. All Ordinances and parts of ordinances in conflict herewith are expressly repealed.

Approved by the Mayor and Council of the City of Leesburg, Georgia this _____ day of _____, 20_____.

Attest:

CITY OF LEESBURG, GEORGIA

City Clerk

Mayor

(SEAL)

Approved:

City Attorney

The terms of the foregoing Adoption Agreement are approved by the Board of Trustees of Georgia Municipal Employees Benefit System.

IN WITNESS WHEREOF, the Board of Trustees of Georgia Municipal Employees Benefit System has caused its Seal and the signatures of its duly authorized officers to be affixed this _____ day of _____, 20_____.

Board of Trustees
Georgia Municipal Employees
Benefit System

(SEAL)

Secretary

LEESBURG SCHOOL CONNECTIVITY STUDY

**CITY OF LEESBURG,
GEORGIA**

Prepared By:
GCA, Inc.
1800 Peachtree Street, NW
Suite 825
Atlanta, Georgia 30309
404-355-4010



October 2019

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Introduction

The City of Leesburg, Georgia is the county seat of Lee County and is the intersecting point of three important highways: SR 3/US 19, SR 32 and SR 195. In addition, a railroad runs through downtown Leesburg, parallel to SR3/US 19. The City is also home to several large public schools that serve the surrounding areas of Lee County as well as the City of Leesburg.

The City routinely experiences severe traffic congestion at numerous intersections and roadways. This congestion primarily occurs during the mornings and afternoons at the times that the area schools begin and end classes.

GCA, Inc. was retained by the City of Leesburg to evaluate the traffic operations, analyze the relocation of the SR 32 corridor as well as investigate railroad crossings and analysis of intersections near schools. The study is to develop recommendations that consider all users including pedestrian, bicycle and vehicular traffic, and improve connectivity between the schools in the City of Leesburg and improve safety for all users. Figure 1 shows the study area and the schools in the City of Leesburg.

Figure 1 – Study Area



The first step of this study was to meet with various stakeholders in order to receive input on the traffic issues and concerns that would need to be addressed. The next step was to observe the existing traffic conditions along the roadways in the City and at the congested intersections as well as pedestrian and truck movements in the study area in order to make a preliminary assessment of the causes of the traffic congestion. Traffic counts and speed studies were conducted to assemble traffic volume and speed data. Future year traffic volumes were prepared in order to determine if the recommended improvements would provide acceptable Levels of Service (LOS) in the future. Synchro models of the study intersections were developed to reflect existing traffic conditions. After the models were developed, several different improvement scenarios were evaluated in order to determine whether traffic operating conditions in the study area would improve. Finally, this study documents the methodology, findings and recommendations, including cost estimates for the improvements.

Methodology

Synchro modeling software was used in the capacity analysis process. Synchro uses the methodology set forth in the Highway Capacity Manual to calculate Levels of Service. The Highway Capacity Manual (HCM), published by the Federal Highway Administration, defines Levels of Service in terms of the amount of control delay experienced by road users. The Levels of Service definitions for signalized intersections are provided in Table 1.

Table 1 – Levels of Service Criteria for Signalized Intersections

Levels of Service	Control Delay per Vehicle (sec)
A	≤ 10
B	> 10 and ≤ 20
C	> 20 and ≤ 35
D	> 35 and ≤ 55
E	> 55 and ≤ 80
F	> 80

The Levels of Service definitions for stop-controlled intersections are provided in Table 2.

Table 2 - Levels of Service Criteria for Stop Sign Controlled Intersections

Levels of Service	Control Delay per Vehicle (sec)
A	≤ 10
B	> 10 and ≤ 15
C	> 15 and ≤ 25
D	> 25 and ≤ 35
E	> 35 and ≤ 50
F	> 50

The HCM indicates that Levels of Service “A” through “D” are considered to be acceptable to most drivers. Levels of Service “E” and “F” indicate long delays that most drivers generally consider to be undesirable. LOS “D” is the desired goal for this study.

Stakeholder Meetings

Meetings were held during the week of August 19th, 2019 with the Study Steering Committee and the following stakeholders:

- Study Steering Committee (City of Albany and City of Leesburg)
- Lee County Planning, Zoning and Engineering Department
- Lee County School System
- City of Leesburg Police Department
- Rail Road Consultant for City of Leesburg
- GDOT – District 4

Below are comments received from the Study Steering Committee and the stakeholders:

Study Steering Committee

1. SR 32 East Bypass which would realign Robert B Lee Drive to SR 32 in the southeast quadrant of the City
2. Robert B Lee Drive and Lovers Lane is the SR 32 alternate Truck Route
3. There is no suitable northeast quadrant bypass
4. Add more street lighting on SR 32 by the high school, and should be discussed in the traffic study
5. Add a pedestrian hybrid beacon on Leslie Highway by the sports field and 9th Grade Campus as a safety measure
6. Realign SR 32 south of 4th Street to connect to SR 3 opposite Callaway Street and possible extension of Callaway Street to connect to the West Bypass
7. Alternative parking sites for sports events at the high school. There are six home games with about 5,000 home support and about 3,000 away support. These events potentially generate about 2,500 cars and buses
8. New roundabout at the intersection of Leslie Highway at Smithville Avenue/2nd Street
9. Children are walking to/from school on Magnolia Avenue, Firetower Road and SR 32

10. Complete sidewalks on SR 32, Walnut Avenue and add sidewalks on Magnolia Avenue
 11. Add a pedestrian hybrid beacon at the existing crosswalk on SR 32 by Magnolia Avenue
 12. Add left turn lanes on Smithville by Twin Oaks Elementary School and Lee County Middle School West Campus
 13. Add an easement/sidewalk from 5th Street to Trojan Way. Developer to get his engineer to draw up easement
 14. Add street lights on SR 32 near the High School
- Lee County Planning, Zoning and Engineering Department
15. Peach Avenue and Starkville Avenue have no shoulders with ditches close to the roadway. Add traffic calming to reduce speed along these roadways to 35 mph
 16. The medians on SR 32 are narrow with the back end of cars hanging out in the travel lane when turning left and trees in median limit sight distance
 17. Improve sidewalks on SR 32 and at other existing locations
 18. Add crosswalk on SR 32 by Firetower Road
 19. Moving the elementary school to Lovers Lane has helped improve traffic
 20. Add signage by severe curve on Leslie Highway on approach to SR 195
 21. Provide parking for ballfields on Academy Avenue
 22. New subdivision proposed on Canal Street opposite the holding pond. There is a stormwater project for Canal Street, Magnolia Avenue and Academy Avenue and redoing the stormwater facility
 23. Backing up problem on Starkville Avenue from the Pre-K School
- Lee County School System
24. Bus entrance on Magnolia Avenue at Lee County Primary School often blocked by queuing on Magnolia Avenue.
 25. Parking on Magnolia Avenue across the road from Lee County Primary School with people crossing the road without crossing guard
 26. Difficulty for buses on Groover Street turning onto Leslie Highway. Provide new bus entrance on Leslie Groover for the 9th Grade Campus.

27. Turning issues for buses at Robert B Lee Drive at Lovers Lane intersection and for buses turning out of high school on SR 32
28. Multiple entrances at Transitional Learning Center on Smithville Avenue causes confusion. Consolidate access to Transitional Learning Center and Lee County Middle School West Campus

City of Leesburg Police Department

29. Add pedestrian hybrid beacon on Leslie Highway by new stadium (same as No. 5)
30. Conduct speed studies on Smithville Avenue, Lovers Lane and Robert B Lee Drive. Traffic counts and speed data are being collected
31. Add sidewalk on Firetower Road, however, ditches are a problem
32. Children are not walking or biking to elementary and primary schools. They are walking & biking to middle and high schools
33. Add lighting on SR 32 by high school (same as No. 4)
34. Add roundabout on Leslie Highway at Smithville Avenue (same as No. 8)
35. School let-in/let-out times (about 2.5 hours) account for 50% of crashes in the City
36. Starksville Avenue has median at Pre-K School but still has queueing issues (same as No. 23)

Rail Road Consultant for City of Leesburg

37. Realign SR 32 across rail road tracks and tie-in to SR 3 opposite Callaway Street. Current crossing across rail road tracks to become pedestrian only
38. Look at removing the spur to the factory on 5th Street. City to discuss with Norfolk Southern and factory owner
39. Look at new switch south of 4th Street and new spur to the factory. City to discuss with Norfolk Southern and factory owner

GDOT – District 4

40. Proposed SR 32 new alignment along Robert B Lee Drive and connect back to SR 32 east of Leesburg (same as No. 1). GDOT said it should be mentioned in the traffic study

41. Proposed roundabout at Leslie Highway and Smithville Avenue (see Nos. 8 and 33). Previously a GDOT project, but a City project now when SR 195 was relocated. GDOT said it should be mentioned in the traffic study
42. Proposed SR 32 realignment at rail road tracks (see Nos. 6 and 37). GDOT mentioned that roundabout had been considered in a previous study at this location and should be mentioned in the traffic study
43. SR 32 has median with short turn lanes. GDOT would consider adding full length turn lanes, and said should be mentioned in the traffic study
44. GDOT requested traffic counts collected for this traffic study. The counts will be forwarded to GDOT once received.

The above comments were reviewed and were addressed in the Study as appropriate.

Proposed Improvements

Based on the comments received from the stakeholders, several improvements were considered. The following geometric improvements were developed as conceptual layouts and were analyzed using Synchro:

1. Realign Robert B. Lee Drive to SR 32 to form the SR 32 East Bypass in the southeast quadrant of the City
2. Realign SR 32 south of 4th Street to connect to SR 3 opposite Callaway Street across the railroad tracks. This improvement will involve discussions with Norfolk Southern and with the owner of the factory located on 5th Street
3. Install a roundabout at the intersection of Leslie Highway at Smithville Avenue/2nd Street
4. Install left turn lanes on Smithville Avenue by Twin Oaks Elementary School and by Lee County Middle School West Campus

The following safety improvements were also evaluated:

5. Install a pedestrian hybrid beacon on Leslie Avenue by the sports field and the 9th Grade Campus
6. Install a pedestrian hybrid beacon at the existing crosswalk on SR 32 by Magnolia Avenue
7. Install crosswalk on SR 32 by Firetower Road
8. Install sidewalks as practical on Magnolia Avenue, around schools on Firetower Road, on Leslie Highway and on Smithville Road
9. Install sidewalks on SR 32 (Main Street) and SR 3 (Walnut Avenue) to complete sidewalk connectivity
10. Reassign queueing from Lee County's Georgia Pre-K School located on Starksville Avenue from Starksville Avenue to Academy Avenue

The following are other improvements that were identified in the stakeholder meetings and should be considered for further evaluation:

11. Install full length turn lanes in median along SR 32 (Main Street). The City should discuss with GDOT in order to initiate the potential project
12. Install all way stop control on Peach Avenue at its intersections with Tallasse Trail, and with Fox Chase Court/Blue Springs Drive as a potential traffic calming measure. The City should undertake further studies to determine whether all way stop control at these intersections is warranted.
13. Provide alternate/additional parking sites for sports events at the High School. The City together with Lee County School System should undertake an investigation in order to determine whether alternative parking sites at Lee County Elementary School on Lovers Lane and at Lee County Middle School East Campus on Firetower Road would be feasible. The

- investigation should also determine whether it is feasible to charge for parking at the high school parking together with enforcement on surrounding streets
14. Install additional street lighting near the High School on SR 32. The City together with Lee County School System should undertake an investigation in order to determine whether additional street lighting is warranted
 15. Install sidewalk with easement from 5th Street to Trojan Way. The City should discuss with the property developer to include sidewalk/easement in the design plans
 16. Install "DO NOT BLOCK DRIVEWAY" markings and signage by the bus access driveway to Lee County Primary School located on Magnolia Avenue. The City together with Lee County School System should undertake an investigation in order to determine whether additional markings and signage are warranted as well as whether a school crossing guard is needed to assist people crossing Magnolia Avenue to/from Lee County Primary School to the parking lot across the street
 17. Modify intersection radii at the intersection of Robert B. Lee Drive at Lovers Lane to accommodate school buses and other large vehicles. The City should undertake further studies to determine whether the turning radii are sufficient and develop geometric improvement design plans if deemed insufficient
 18. Multiple entrances to the Transitional Learning Center on Smithville Avenue causes confusion. The City and Lee County School System should undertake a study for modifying driveways within the school property boundary
 19. Difficulty for buses on Groover Street turning onto Leslie Highway. The City and Lee County School System should undertake a study for providing new access driveway onto Leslie Highway including a driveway for buses within the school property boundary
 20. Provide parking for ballfields on Academy Avenue. The City should undertake a study to determine feasible locations for providing parking for the sports fields

Capacity Analysis

Existing Traffic Volumes

Weekday A.M. and P.M. peak hour turning-movement counts were collected on Thursday, August 15, 2019, at the following study intersections:

- SR 3 at W. Bypass/Robert B. Lee Drive
- SR 3 at Callaway Street
- SR 3 at 4th Street
- SR 3 at W. Bypass
- SR 3 at SR 195
- SR 32 at Courthouse Avenue/4th Street
- Leslie Highway at 2nd Street/Smithville Avenue
- Leslie Highway at Primary School driveway
- Leslie Highway at Groover Street/Sports Field driveway
- SR 195 at Leslie Highway
- Smithville Avenue at Middle School West Campus driveway
- Smithville Avenue at Twin Oaks Elementary School driveway
- SR 195 at Smithville Avenue
- SR 32 at 5th Street
- SR 32 at Starksville Avenue
- SR 32 at Academy Avenue
- SR 32 at Peach Avenue
- SR 32 at Magnolia Avenue
- SR 32 at High School driveway/Cemetery driveway
- SR 32 at Firetower Road
- SR 32 at Lovers Lane Road/Old Stage Road
- Peach Avenue at 5th Street/Trojan Way
- Firetower Road at Elementary School driveway
- Robert B. Lee Drive at Starksville Avenue
- Robert B. Lee Drive at Peach Avenue
- Lovers Lane Road at Robert B. Lee Drive
- Lovers Lane Road at Elementary School driveway

Twelve twenty-four bi-directional traffic volume counts were also collected on Thursday, August 15, 2019 at the following locations:

- Robert B. Lee Drive between SR 3 and Lovers Lane Road
- Peach Avenue between Robert B. Lee Drive and SR 32
- Lovers Lane Road between Robert B. Lee Drive and SR 32
- Smithville Avenue between Leslie Highway and SR 195
- Leslie Highway between 4th Street and Smithville Highway
- Leslie Highway between Smithville Avenue and SR 195
- Magnolia Avenue between SR 32 and Groover Street

- Firetower Road between SR 32 and Groover Street
- Starksville Avenue between Robert B. Lee Drive and SR 32
- SR 32 between 4th Street and Starksville Avenue
- SR 3 between Linden Road and 4th Street
- SR 3 between 4th Street and Jordan Road

The raw traffic counts and the existing traffic volumes are shown in Appendix B and C, respectively.

Existing Conditions

Intersection capacity analyses were performed for the study intersections. The results of the capacity analyses for existing conditions (using the existing traffic volumes and the existing intersection geometries at the study intersections are presented in Tables 3, 3a and 3b. The printouts of the capacity analysis are included in Appendix E.

Table 3 – Year 2019 Existing Levels of Service

Intersection		Control	Movement	AM Peak Hour		PM Peak Hour	
#	Name			LOS	Delay (sec)	LOS	Delay (sec)
1	SR 3 at W. Bypass/ Robert B. Lee Dr	Signal	Overall	D	44.0	C	29.9
2	SR 3 at Callaway St	Stop Control	NBL	A	0.5	A	0.3
			EBL+R	C	16.5	B	14.5
3	SR 3 at 4 th St	Signal	Overall	C	22.3	B	17.5
4	SR 3 at W. Bypass	Stop Control	NBL	A	7.6	A	7.6
			EBL+R	C	17.7	B	12.6
5	SR 3 at SR 195	Stop Control	NBL	A	9.3	A	8.2
			EBL+R	B	15.0	B	11.2
6	SR 32/Courthouse Ave at 4 th St	Stop Control	EBL+T+R	F	111.1	F	50.9
			WBL+T+R	B	14.7	A	9.8
			NBL+T+R	B	14.9	B	11.6
			SBL+T+R	C	23.2	B	14.4
7	Leslie Hwy at 2 nd St/Smithville Ave	Stop Control*	NBL	n/a	n/a	n/a	n/a
			SBL	n/a	n/a	n/a	n/a
			EBL+R (2nd)	n/a	n/a	n/a	n/a
			WBL+R (2nd)	n/a	n/a	n/a	n/a
			EBL+R (Smithville)	n/a	n/a	n/a	n/a
			WBL+R (Smithville)	n/a	n/a	n/a	n/a
8	Leslie Hwy at Primary School drvy	Stop Control	NBL	A	8.9	A	8.0
			EBL+R	B	12.9	B	11.0
9	Leslie Hwy at Groover St/Sports Field drvy	Stop Control	NBL	A	0.0	A	0.0
			SBL	A	7.9	A	7.7
			EBL+T+R	A	0.0	A	0.0
			WBL+T+R	C	23.7	A	11.8
10	SR 195 at Leslie Hwy	Stop Control	WBL	A	7.4	A	7.4
			NBL+R	B	10.4	A	8.9

* - LOS and Delay Not Available for six leg intersections

Table 3a – Year 2019 Existing Levels of Service (continued)

Intersection		Control	Movement	AM Peak Hour		PM Peak Hour	
#	Name			LOS	Delay (sec)	LOS	Delay (sec)
11	Smithville Ave at Middle School West Campus drvy	Stop Control	SBL	A	3.1	A	1.8
			WBL+R	C	16.0	B	11.1
12	Smithville Ave at Twin Oaks Elem drvy	Stop Control	SBL	A	4.3	A	2.4
			WBL+R	B	14.8	A	10.0
13	SR 195 at Smithville Ave	Stop Control	EBL	A	7.5	A	7.4
			WBL	A	7.7	A	7.4
			NBL+T+R	B	14.5	B	10.3
			SBL+T+R	B	11.5	A	9.6
14	SR 32 at 5 th St	Stop Control	WBL	A	0.1	A	0.0
			NBL+R	B	10.3	A	10.0
15	SR 32 at Starksville Ave	Stop Control	EBL	A	1.4	A	1.2
			WBL	A	3.2	A	2.7
			NBL+T+R	C	17.9	B	12.1
			SBL+T+R	D	25.8	C	15.4
16	SR 32 at Academy Ave	Stop Control	EBL	A	1.3	A	0.7
			WBL	A	0.2	A	0.2
			NBL+T+R	B	13.0	B	10.8
			SBL+T+R	B	13.6	B	11.5
17	SR 32 at Peach Ave	Stop Control	EBL	A	0.0	A	0.1
			WBL	A	9.0	A	8.4
			NBL+T+R	B	14.2	B	11.7
			SBL+T+R	C	16.3	B	10.1
18	SR 32 at Magnolia Ave	Stop Control	EBL	A	9.3	A	8.2
			SBL+R	B	13.3	B	11.3
19	SR 32 at High School drvy/ Cemetery drvy	Stop Control	EBL	A	0.1	A	0.3
			WBL	A	1.0	A	1.5
			NBL+T+R	B	11.5	B	11.4
			SBL+T+R	A	9.7	A	9.5
20	SR 32 at Firetower Rd	Stop Control	EBL	A	5.3	A	3.6
			WBL	A	0.0	A	0.0
			NBL+T+R	C	19.2	C	15.5
			SBL+T+R	C	22.4	B	12.5

Table 3b – Year 2019 Existing Levels of Service (continued)

Intersection		Control	Movement	AM Peak Hour		PM Peak Hour	
#	Name			LOS	Delay (sec)	LOS	Delay (sec)
21	SR 32 at Lovers Ln Rd/Old Stage Rd	Stop Control	EBL	A	0.1	A	0.3
			WBL	A	7.5	A	7.6
			NBL+T+R	F	81.5	B	14.2
			SBL+T+R	C	20.6	B	13.1
22	Peach Ave at 5 th St/Trojan Way	Stop Control	NBL	A	1.1	A	0.2
			SBL	A	3.9	A	0.3
			EBL+T+R	B	15.1	B	10.7
			WBL+T+R	D	28.4	C	18.2
23	Firetower Rd at Elem School drvy	Stop Control	NBL	A	1.0	A	0.4
			EBL+R	A	9.2	A	8.9
24	Robert B Lee Dr at Starksville Ave	Stop Control	EBL	A	9.2	A	8.4
			SBL+R	C	18.2	B	14.5
25	Robert B Lee Dr at Peach Ave	Stop Control	EBL	A	9.7	A	8.0
			SBL+R	C	23.0	B	13.6
26	Lovers Ln Rd at Robert B Lee Dr	Stop Control	NBL	A	8.4	A	7.8
			EBL+R	C	16.5	B	11.6
27	Lovers Ln Rd at Elem School drvy	Stop Control	NBL	A	2.3	A	7.8
			EBL+R	C	17.4	B	10.9

As shown in Tables 3, 3a and 3b, all of the study intersections or approaches operate at acceptable Levels of Service D or better during the A.M. and P.M. peak hours with the exception of:

- SR 32/Courthouse Avenue at 4th Street eastbound approach during both the A.M. and P.M. peak hours
- SR 32 at Lovers Lane Road/Old Stage Road northbound approach during the A.M. peak hour

No-Build Traffic Volumes

The year 2039 traffic volumes were developed by applying a growth factor to existing traffic from 2019 for twenty (20) years. After analyzing historical traffic data, a growth rate of 4.6% was calculated for the study area. However, a review of previous studies identified that a growth rate of 2% per year had been used for study areas within the City of Leesburg, and it was determined that a growth rate of 2% per year should be used for this study as well. The No-Build traffic volumes are shown in Appendix C.

No-Build Conditions

The results of the capacity analyses for year 2039 No-Build conditions (using the year 2039 traffic volumes and the existing intersection geometries at the study intersections) are presented in Tables 4, 4a and 4b. The printouts of the capacity analysis are included in Appendix E.

Table 4 – Year 2039 No-Build Levels of Service

Intersection		Control	Movement	AM Peak Hour		PM Peak Hour	
#	Name			LOS	Delay (sec)	LOS	Delay (sec)
1	SR 3 at W. Bypass/ Robert B. Lee Dr	Signal	Overall	E	69.0	D	38.1
2	SR 3 at Callaway St	Stop Control	NBL	A	0.9	A	0.4
			EBL+R	D	31.2	C	24.6
3	SR 3 at 4 th St	Signal	Overall	C	28.8	C	21.6
4	SR 3 at W. Bypass	Stop Control	NBL	A	7.8	A	7.8
			EBL+R	F	93.4	C	18.7
5	SR 3 at SR 195	Stop Control	NBL	B	11.9	A	8.9
			EBL+R	F	57.0	B	14.3
6	SR 32/Courthouse Ave at 4 th St	Stop Control	EBL+T+R	F	>200.0	F	>200.0
			WBL+T+R	D	26.8	B	11.1
			NBL+T+R	D	26.5	B	13.5
			SBL+T+R	F	129.0	D	28.8
7	Leslie Hwy at 2 nd St/Smithville Ave	Stop Control*	NBL	n/a	n/a	n/a	n/a
			SBL	n/a	n/a	n/a	n/a
			EBL+R (2nd)	n/a	n/a	n/a	n/a
			WBL+R (2nd)	n/a	n/a	n/a	n/a
			EBL+R (Smithville)	n/a	n/a	n/a	n/a
			WBL+R (Smithville)	n/a	n/a	n/a	n/a
8	Leslie Hwy at Primary School drvy	Stop Control	NBL	B	10.7	A	8.6
			EBL+R	C	22.1	B	13.7
9	Leslie Hwy at Groover St/Sports Field drvy	Stop Control	NBL	A	0.0	A	0.0
			SBL	A	8.3	A	8.0
			EBL+T+R	A	0.0	A	0.0
			WBL+T+R	F	>200.0	C	16.5
10	SR 195 at Leslie Hwy	Stop Control	WBL	A	7.5	A	7.4
			NBL+R	B	12.2	A	9.2

* - LOS and Delay Not Available for six leg intersections

Table 4a – Year 2039 No-Build Levels of Service (continued)

Intersection		Control	Movement	AM Peak Hour		PM Peak Hour	
#	Name			LOS	Delay (sec)	LOS	Delay (sec)
11	Smithville Ave at Middle School West Campus drvy	Stop Control	SBL	A	3.6	A	2.0
			WBL+R	F	59.7	B	14.1
12	Smithville Ave at Twin Oaks Elem drvy	Stop Control	SBL	A	4.5	A	2.6
			WBL+R	F	56.9	B	11.2
13	SR 195 at Smithville Ave	Stop Control	EBL	A	7.6	A	7.5
			WBL	A	8.0	A	7.4
			NBL+T+R	D	34.0	B	11.7
			SBL+T+R	B	14.9	B	10.2
14	SR 32 at 5 th St	Stop Control	WBL	A	0.3	A	0.0
			NBL+R	B	11.5	B	10.9
15	SR 32 at Starksville Ave	Stop Control	EBL	A	1.7	A	1.2
			WBL	A	3.5	A	2.9
			NBL+T+R	F	64.5	C	15.9
			SBL+T+R	F	>200.0	E	37.3
16	SR 32 at Academy Ave	Stop Control	EBL	A	1.4	A	0.8
			WBL	A	0.3	A	0.4
			NBL+T+R	C	18.3	B	12.9
			SBL+T+R	C	23.6	B	14.8
17	SR 32 at Peach Ave	Stop Control	EBL	A	0.0	A	0.3
			WBL	B	11.1	A	9.5
			NBL+T+R	E	40.1	C	17.0
			SBL+T+R	F	200.0	B	13.1
18	SR 32 at Magnolia Ave	Stop Control	EBL	B	11.8	B	8.9
			SBL+R	D	28.0	B	14.9
19	SR 32 at High School drvy/ Cemetery drvy	Stop Control	EBL	A	0.2	A	0.4
			WBL	A	1.2	A	1.7
			NBL+T+R	B	14.6	B	13.8
			SBL+T+R	B	10.6	B	10.9
20	SR 32 at Firetower Rd	Stop Control	EBL	A	6.6	A	4.0
			WBL	A	0.0	A	0.0
			NBL+T+R	E	38.4	C	23.9
			SBL+T+R	F	>200.0	C	20.1

Table 4b – Year 2039 No-Build Levels of Service (continued)

Intersection		Control	Movement	AM Peak Hour		PM Peak Hour	
#	Name			LOS	Delay (sec)	LOS	Delay (sec)
21	SR 32 at Lovers Ln Rd/Old Stage Rd	Stop Control	EBL	A	0.1	A	0.3
			WBL	A	7.7	A	7.8
			NBL+T+R	F	>200.0	D	29.1
			SBL+T+R	F	136.8	C	19.8
22	Peach Ave at 5 th St/ Trojan Way	Stop Control	NBL	A	1.3	A	0.4
			SBL	A	6.7	A	0.4
			EBL+T+R	E	36.4	B	12.9
			WBL+T+R	F	96.1	F	106.7
23	Firetower Rd at Elem School drvy	Stop Control	NBL	A	1.1	A	0.4
			EBL+R	A	9.8	A	9.2
24	Robert B Lee Dr at Starksville Ave	Stop Control	EBL	B	11.3	A	9.3
			SBL+R	F	152.0	D	31.6
25	Robert B Lee Dr at Peach Ave	Stop Control	EBL	B	13.9	A	8.5
			SBL+R	F	>200.0	E	36.3
26	Lovers Ln Rd at Robert B Lee Dr	Stop Control	NBL	A	9.3	A	8.2
			EBL+R	F	55.0	C	15.6
27	Lovers Ln Rd at Elem School drvy	Stop Control	NBL	A	8.7	A	8.1
			EBL+R	F	139.2	B	13.2

As shown in Tables 4, 4a and 4b, all of the study intersections or approaches operate at acceptable Levels of Service D or better during the A.M. and P.M. peak hours with the exception of:

- SR 3 at W. Bypass/Robert B. Lee Drive during the A.M. peak hour
- SR 3 at W. Bypass eastbound approach during the A.M. peak hour
- SR 3 at SR 195 eastbound approach during the A.M. peak hour
- SR 32/Courthouse Avenue at 4th Street eastbound approach during both the A.M. and P.M. peak hours, and the southbound approach during the A.M. peak hour
- Leslie Highway at Groover Street westbound approach during the A.M. peak hour
- Smithville Avenue at Middle School West Campus driveway westbound approach during the A.M. peak hour
- Smithville Avenue at Twin Oaks Elementary School driveway westbound approach during the A.M. peak hour
- SR 32 at Starksville Avenue northbound approach during the A.M. peak hour, and the southbound approach during both the A.M. and P.M. peak hours

- SR 32 at Peach Avenue northbound and southbound approaches during the A.M. peak hour
- SR 32 at Firetower Road northbound and southbound approaches during the A.M. peak hour
- SR 32 at Lovers Lane Road/Old Stage Road northbound and southbound approaches during the A.M. peak hour
- Peach Avenue at 5th Street/Trojan Way eastbound approach during the A.M. peak hour, and westbound approach during both the A.M. and P.M. peak hours
- Robert B. Lee Drive at Starksville Avenue southbound approach during the A.M. peak hour
- Robert B. Lee Drive at Peach Avenue southbound approach during both the A.M. and P.M. peak hours
- Lovers Lane Road at Robert B. Lee Drive eastbound approach during the A.M. peak hour
- Lovers Lane Road at Elementary School driveway eastbound approach during the A.M. peak hour

Build Traffic Volumes

Improvements identified from the stakeholder meetings were developed and analyzed for the year 2039 Build conditions. As previously discussed, the following proposed improvements were analyzed:

1. Realign Robert B. Lee Drive to SR 32 to form the SR 32/East Bypass in the southeast quadrant of the City. This proposed improvement has been previously considered by the City and GDOT requested that it be reviewed again. The concept layout of the proposed improvements is shown in Exhibit 1 in Appendix A
2. Realign Main Street south of 4th Street to connect to SR 3 opposite Callaway Street across the railroad tracks. This improvement will involve discussions with Norfolk Southern and with the owner of the factory located on 5th Street. The existing signalized intersection of SR 3 at 4th Street will be removed and the section of roadway between SR 3 and Courthouse to become pedestrianized. The concept layout of the proposed improvements is shown in Exhibits 2 and 2A in Appendix A
3. Install a roundabout at the intersection of Leslie Highway at Smithville Avenue/2nd Street. The west leg of 2nd Street will be closed as it has little traffic. The concept layout of the proposed improvements is shown in Exhibit 3 in Appendix A
4. Install left turn lanes on Smithville Avenue by Twin Oaks Elementary School and by Lee County Middle School West Campus. These proposed improvements include sidewalks along Smithville Avenue. The concept

layout of the proposed improvements is shown in Exhibits 4A-D in Appendix
A

For the two proposed realignment improvements, traffic volumes on the roadway network were reassigned to account for the improvements. For the realignment of Robert B. Lee Drive, 150 vehicles during the A.M. and P.M. peak hours were reassigned from SR 32/Main Street to Robert B. Lee Drive/East Bypass. Also, Robert B. Lee Drive and the East Bypass would be designated as SR 32 and Main Street would no longer be designated as SR 32. For the realignment of Main Street, traffic was reassigned from the signalized intersection of SR 3 at 4th Street to the new signalized intersection of SR 3 at Callaway Street/Main Street.

Build Conditions

The results of the capacity analyses for year 2039 Build conditions (using the year 2039 traffic volumes and the proposed improvements) are presented in Tables 5, 5a and 5b. The printouts of the capacity analysis are included in Appendix E.

Table 5 – Year 2039 Build Levels of Service

Intersection		Control	Movement	AM Peak Hour		PM Peak Hour	
#	Name			LOS	Delay (sec)	LOS	Delay (sec)
1	SR 3 at W. Bypass/ Robert B. Lee Dr	Signal	Overall	E	77.8	D	40.4
2	SR 3 at Callaway St/Main St*	Signal	Overall	C	33.7	C	23.8
3	SR 3 at 4 th St	Signal	Overall	Intersection Removed			
4	SR 3 at W. Bypass	Stop Control	NBL	A	7.8	A	7.8
			EBL+R	F	93.4	C	18.7
5	SR 3 at SR 195	Stop Control	NBL	B	11.9	A	8.9
			EBL+R	F	57.0	B	14.3
6	Courthouse Ave at 4 th St*	Stop Control	WBL+R	F	>200.0	C	24.4
			NBL	A	0.0	A	0.0
			SBL	A	0.0	A	0.2
7	Leslie Hwy at 2 nd St/Smithville Ave*	Round- about**	NB	B	14	A	10
			SB	B	12	A	6
			EB (Smithville)	A	9	A	5
			WB (Smithville)	A	7	A	6
			WB (2 nd)	A	7	A	6
			Overall	n/a	n/a	n/a	n/s
8	Leslie Hwy at Primary School drvy	Stop Control	NBL	B	10.7	A	8.6
			EBL+R	C	22.1	B	13.7
9	Leslie Hwy at Groover St/Sports Field drvy	Stop Control	NBL	A	0.0	A	0.0
			SBL	A	8.3	A	8.0
			EBL+T+R	A	0.0	A	0.0
			WBL+T+R	F	>200.0	C	16.5
10	SR 195 at Leslie Hwy	Stop Control	WBL	A	7.5	A	7.4
			NBL+R	B	12.2	A	9.2

*- Modified Intersection

** - Results from GDOT Roundabout Analysis Tool

Table 5a – Year 2039 Build Levels of Service (continued)

Intersection		Control	Movement	AM Peak Hour		PM Peak Hour	
#	Name			LOS	Delay (sec)	LOS	Delay (sec)
11	Smithville Ave at Middle School West Campus drvy*	Stop Control	SBL	A	8.5	A	7.9
			WBL+R	F	59.7	B	14.1
12	Smithville Ave at Twin Oaks Elem drvy*	Stop Control	SBL	A	8.9	A	7.8
			WBL+R	F	56.9	B	11.2
13	SR 195 at Smithville Ave	Stop Control	EBL	A	7.6	A	7.5
			WBL	A	8.0	A	7.4
			NBL+T+R	D	34.0	B	11.7
			SBL+T+R	B	14.9	B	10.2
14	Main St at Courthouse Ave/5 th St*	Stop Control	EBL	B	10.4	B	11.9
			WBL	A	7.6	A	0.0
			NBL+T+R	F	>200.0	F	>200.0
			SBL+T+R	F	62.5	E	36.1
15	Main St at Starksville Ave	Stop Control	EBL	A	2.3	A	2.3
			WBL	A	4.0	A	3.5
			NBL+T+R	D	35.0	B	13.4
			SBL+T+R	F	198.1	C	22.9
16	Main St at Academy Ave	Stop Control	EBL	A	1.6	A	1.0
			WBL	A	0.4	A	0.5
			NBL+T+R	C	15.5	B	11.6
			SBL+T+R	C	18.5	B	12.8
17	Main St at Peach Ave	Stop Control	EBL	A	0.0	A	0.3
			WBL	B	10.4	A	9.1
			NBL+T+R	F	30.9	C	15.5
			SBL+T+R	F	134.4	B	12.1
18	Main St at Magnolia Ave	Stop Control	EBL	B	11.1	A	8.6
			SBL+R	C	23.8	B	13.8
19	Main St at High School drvy/ Cemetery drvy	Stop Control	EBL	A	0.3	A	0.5
			WBL	A	1.2	A	2.1
			NBL+T+R	B	13.0	B	12.4
			SBL+T+R	B	10.3	B	10.2
20	Main St at Firetower Rd	Stop Control	EBL	A	6.9	A	4.2
			WBL	A	0.0	A	0.0
			NBL+T+R	D	31.0	C	20.0
			SBL+T+R	F	136.0	C	16.1

*- Modified Intersection

Table 5b – Year 2039 Build Levels of Service (continued)

Intersection		Control	Movement	AM Peak Hour		PM Peak Hour	
#	Name			LOS	Delay (sec)	LOS	Delay (sec)
21	Main St at Lovers Ln Rd/Old Stage Rd	Stop Control	EBL	A	0.2	A	0.4
			WBL	A	0.0	A	0.0
			NBL+T+R	F	159.3	B	14.7
			SBL+T+R	C	19.1	B	11.9
22	Peach Ave at 5 th St/Trojan Way	Stop Control	NBL	A	1.3	A	0.4
			SBL	A	6.7	A	0.4
			EBL+T+R	E	36.4	B	12.9
			WBL+T+R	F	96.1	F	106.7
23	Firetower Rd at Elem School drvy	Stop Control	NBL	A	1.1	A	0.4
			EBL+R	A	9.8	A	9.2
24	Robert B Lee Dr at Starksville Ave	Stop Control	EBL	B	12.0	A	9.7
			SBL+R	F	>200.0	E	45.1
25	Robert B Lee Dr at Peach Ave	Stop Control	EBL	C	15.8	A	8.9
			SBL+R	F	>200.0	F	68.3
26	Lovers Ln Rd at Robert B Lee Dr	Stop Control	NBL	A	9.3	A	8.2
			EBL+R	B	12.8	B	10.9
27	Lovers Ln Rd at Elem School drvy	Stop Control	NBL	A	8.7	A	8.1
			EBL+R	F	139.2	B	13.2
31	SR 32 (E. Bypass) at Robert B. Lee Dr*	Stop Control	SBL	A	0.0	A	0.0
			WBL+R	B	14.1	B	11.5
32	SR 32 (E. Bypass) at Lovers Ln Rd (S)*	Stop Control	SBL	A	8.8	A	8.3
			WBL+R	B	12.5	B	10.1
33	SR 32 (E. Bypass) at Lovers Ln Rd (N)*	Stop Control	NBL	A	8.8	A	7.9
			EBL+R	B	14.8	B	11.6
34	SR 32 (E. Bypass) at Main St*	Stop Control	NBL	A	0.0	A	0.0
			EBL+R	B	11.8	B	12.2

*- New Intersection

As shown in Tables 5, 5a and 5b, all of the study intersections or approaches operate at acceptable Levels of Service D or better during the A.M. and P.M. peak hours with the exception of:

- SR 3 at W. Bypass/Robert B. Lee Drive during the A.M. peak hour (no change from No-Build conditions)
- SR 3 at W. Bypass eastbound approach during the A.M. peak hour (no change from No-Build conditions)
- SR 3 at SR 195 eastbound approach during the A.M. peak hour (no change from No-Build conditions)

- Courthouse Avenue at 4th Street eastbound approach during both the A.M. peak hour (modified intersection, improvement from No-Build conditions)
- Leslie Highway at Groover Street westbound approach during the A.M. peak hour (no change from No-Build conditions)
- Smithville Avenue at Middle School West Campus driveway westbound approach during the A.M. peak hour (modified intersection, no change from No-Build conditions)
- Smithville Avenue at Twin Oaks Elementary School driveway westbound approach during the A.M. peak hour (modified intersection, no change from No-Build conditions)
- Main Street at Courthouse Avenue/5th Street northbound and southbound approaches during both the A.M. and P.M. peak hours (modified intersection, deterioration from No-Build conditions due to intersection reconfigured from three-legs to four-legs)
- Main Street at Starksville Avenue southbound approach during the A.M. peak hour (improvement from No-Build conditions)
- Main Street at Peach Avenue northbound and southbound approaches during the A.M. peak hour (no change from No-Build conditions)
- Main Street at Firetower Road southbound approach during the A.M. peak hour (improvement from No-Build conditions)
- Main Street at Lovers Lane Road/Old Stage Road northbound approach during the A.M. peak hour (improvement from No-Build conditions)
- Peach Avenue at 5th Street/Trojan Way eastbound approach during the A.M. peak hour, and westbound approach during both the A.M. and P.M. peak hours (no change from No-Build conditions)
- Robert B. Lee Drive at Starksville Avenue southbound approach during the A.M. and P.M. peak hours (deterioration from No-Build conditions due to reassigned traffic to East Bypass).
- Robert B. Lee Drive at Peach Avenue southbound approach during both the A.M. and P.M. peak hours (no change from No-Build conditions)
- Lovers Lane Road at Elementary School driveway eastbound approach during the A.M. peak hour (no change from No-Build conditions)

Other Improvements

From the stakeholder meetings, other improvements were identified and concept level plans were developed for these improvements as follows:

5. Install a pedestrian hybrid beacon on Leslie Avenue by the sports field and the 9th Grade Campus. A new pedestrian hybrid beacon is proposed approximately 200 feet north of Groover Street. This proposed improvement included sidewalks connecting to the proposed sidewalks on Leslie Avenue. The concept layout is shown in Exhibit 5 in Appendix A.
6. Install a pedestrian hybrid beacon at the existing crosswalk on SR 32 by Magnolia Avenue. A new pedestrian hybrid beacon is proposed approximately 250 feet east of Magnolia Avenue with the existing crosswalk at the intersection removed. This proposed improvement includes sidewalks on SR 32 connecting to the proposed sidewalks on Magnolia Avenue. The concept layout is shown in Exhibit 6 in Appendix A.
7. Install crosswalk on SR 32 by Firetower Road. This proposed improvement includes sidewalks on SR 32 connecting to the proposed sidewalks on Firetower Road. The concept layout is shown in Exhibit 7 in Appendix A.
8. Install sidewalks as practical on Magnolia Avenue, around schools on Firetower Road, on Leslie Highway and on Smithville Avenue. The proposed sidewalks on Smithville Avenue are included with proposed left-turn lanes improvements on Smithville Avenue. On Magnolia Avenue and Firetower Road, there are several drainage channels close to the roadway. These drainage channels would need to be considered in more detail during the design phase of these proposed improvements. The concept layouts are shown in Exhibits 4A-D, Exhibits 8A1-3, Exhibits 8B1-4, and Exhibits 8C1-3 in Appendix A.
9. Install sidewalks on SR 32 (Main Street) and SR 3 (Walnut Avenue) to complete sidewalk connectivity. The concept layouts are shown in Exhibits 9A-I in Appendix A.
10. Reassign queuing from Lee County's Georgia Pre-K School located on Starksville Avenue from Starksville Avenue to Academy Avenue. A new access driveway is proposed for drop-off/pick-up on Academy Avenue with queuing now reassigned to Academy Avenue. The concept layout is shown in Exhibit 10 in Appendix A.

Speed Analysis

Speed data were collected for both directions on Thursday, August 15, 2019, at the following locations:

- Smithville Avenue near Lee County Middle School West Campus and Twin Oaks Elementary School
- Lovers Lane Road near the Elementary School
- Robert B. Lee Drive near the Elementary School

The results of the speed analysis on Smithville Avenue is summarized in Table 6, and the speed data is included in Appendix D.

Table 6 – Speed Analysis on Smithville Avenue

Direction	Posted Speed Limit	50th Percentile	85th Percentile	Average	ADT
Northbound	35 mph	36 mph	46 mph	36 mph	829
Southbound	35 mph	37 mph	46 mph	36 mph	788

As shown in Table 6, the observed 85th percentile speeds on Smithville Avenue near Lee County School West Campus and Twin Oaks Elementary School are 36 mph in both the northbound and southbound directions, respectively, and are above the posted speed limited of 35 mph on Smithville Avenue.

The results of the speed analysis on Lovers Lane Road is summarized in Table 7.

Table 7 – Speed Analysis on Lovers Lane Road

Direction	Posted Speed Limit	50th Percentile	85th Percentile	Average	ADT
Northbound	55 mph	49 mph	58 mph	45 mph	1,753
Southbound	55 mph	49 mph	58 mph	45 mph	1,688

As shown in Table 7, the observed 85th percentile speeds on Lovers Lane Road near the Elementary School are 58 mph in both the northbound and southbound directions, respectively, and are above the posted speed limited of 55 mph on Lovers Lane Road.

The results of the speed analysis on Robert B. Lee Drive is summarized in Table 8.

Table 8 – Speed Analysis on Robert B. Lee Drive

Direction	Posted Speed Limit	50th Percentile	85th Percentile	Average	ADT
Eastbound	55 mph	55 mph	61 mph	54 mph	1,181
Westbound	55 mph	54 mph	60 mph	54 mph	1,340

As shown in Table 8, the observed 85th percentile speeds on Robert B. Lee Drive near the Elementary School are 61 mph and 60 mph in the eastbound and westbound directions, respectively, and are above the posted speed limited of 55 mph on Robert B. Lee Drive.

Cost Estimates

Cost estimates were developed for the concept level improvements identified in this report. The calculated cost estimates are shown in Table 9. The cost estimate calculations are contained in Appendix F.

Table 9 – Cost Estimates

Concept/ Exhibit No.	Description	Estimated Cost*
1	Realign Robert B. Lee Drive to SR 32 to form the SR 32 East Bypass in the southeast quadrant of the City	\$4,163,000
2	Realign SR 32 south of 4th Street to connect to SR 3 opposite Callaway Street across the railroad tracks	\$1,826,000
3	Install a roundabout at the intersection of Leslie Highway at Smithville Avenue/2nd Street	\$342,000
4	Install left turn lanes and sidewalks on Smithville Avenue by Twin Oaks Elementary School and by Lee County Middle School West Campus and install sidewalks on Smithville Avenue	\$1,807,000
5	Install a pedestrian hybrid beacon on Leslie Avenue by the sports field and the 9th Grade Campus	\$148,000
6	Install a pedestrian hybrid beacon at the existing crosswalk plus connecting sidewalk on SR 32 by Magnolia Avenue	\$179,000
7	Install crosswalk plus connecting sidewalk on SR 32 by Firetower Road	\$28,000
8A	Install sidewalks as practical on Magnolia Avenue	\$633,000
8B	Install sidewalks as practical around schools on Firetower Road	\$763,000
8C	Install sidewalks as practical around schools on Leslie Highway	\$455,000
9	Install sidewalks on SR 32 (Main Street) and SR 3 (Walnut Avenue) to complete sidewalk connectivity	\$1,181,000
10	Reassign queueing from Lee County's Georgia Pre-K School located on Starksville Avenue from Starksville Avenue to Academy Avenue	\$180,000

*- ROW and utility relocation costs not included

The cost estimate calculations are developed using roadway and sidewalk paved area and length of curb and gutter. An adjustment factor was applied to account for grading, traffic control, design, contingency as well as other pay items.

Conclusions and Recommendations

The purpose of this study was to evaluate the traffic operations, analyze the relocation of the SR 32 corridor as well as investigate railroad crossings and analysis of intersections near schools. Through stakeholder meetings, the study developed improvements that considered all users including pedestrian, bicycle and vehicular traffic, and would improve connectivity between the schools in the City of Leesburg as well as improve safety for all users. Four developed improvements were evaluated with the use of capacity analysis to determine whether they would improve traffic operating conditions in the study area. Other improvements were developed that would improve pedestrian safety, and would improve school connectivity between the schools and adjacent neighborhoods. In addition to the improvements that were developed for this study, other recommendations were identified that the City of Leesburg and the Lee County School System may wish to pursue.

Based on the stakeholder meetings and analysis conducted for this study, it is recommended that the following improvements, identified from this study, be considered for further detailed evaluation, developed as future projects, and identify potential funding sources:

1. Realign Robert B. Lee Drive to SR 32 to form the SR 32 East Bypass in the southeast quadrant of the City
2. Realign SR 32 south of 4th Street to connect to SR 3 opposite Callaway Street across the railroad tracks.
3. Install a roundabout at the intersection of Leslie Highway at Smithville Avenue/2nd Street
4. Install left turn lanes and sidewalks as practical on Smithville Avenue by Twin Oaks Elementary School and by Lee County Middle School West Campus
5. Install a pedestrian hybrid beacon on Leslie Avenue by the sports field and the 9th Grade Campus
6. Install a pedestrian hybrid beacon at the existing crosswalk on SR 32 by Magnolia Avenue
7. Install crosswalk on SR 32 by Firetower Road

8. Install sidewalks as practical on Magnolia Avenue, around schools on Firetower Road, and on Leslie Highway
9. Install sidewalks on SR 32 (Main Street) and SR 3 (Walnut Avenue) to complete sidewalk connectivity
10. Reassign queueing from Lee County's Georgia Pre-K School located on Starksville Avenue from Starksville Avenue to Academy Avenue

Also, based on the stakeholder meetings, it is recommended that the City of Leesburg and Lee County School System consult with the relevant jurisdictions in order to develop the following potential improvements as feasibility studies and evaluate as future projects:

11. Install full length turn lanes in median along SR 32 (Main Street)
12. Install all way stop control on Peach Avenue at its intersections with Tallassee Trail, and with Fox Chase Court/Blue Springs Drive as a potential traffic calming measure.
13. Provide alternate/additional parking sites for sports events at the High School
14. Install additional street lighting near the High School on SR 32
15. Install sidewalk with easement from 5th Street to Trojan Way
16. Install "DO NOT BLOCK DRIVEWAY" markings and signage by the bus access driveway to Lee County Primary School
17. Modify intersection radii at the intersection of Robert B. Lee Drive at Lovers Lane to accommodate school buses and other large vehicles
18. Consolidate the multiple entrances to the Transitional Learning Center on Smithville Avenue
19. Provide a new access driveway onto Leslie Highway including a driveway for buses for the 9th Grade Campus
20. Provide parking for ballfields on Academy Avenue

Qualifying for Leesburg Mayor November 20 -22

Special to the Ledger

Qualifying of candidates for mayor of Leesburg for the March 4, 2020 Special Election will be held November 20-22, 2019 in the Leesburg City Hall. The city hall is located at 107 Walnut Avenue in Leesburg.

Qualifying will be conducted during the hours of 9:00 a.m. until 4:30 p.m. daily on Wednesday, November 20th and Thursday, November 21st. Qualifying

will begin at 9:00 a.m. on Friday, November 22nd and end at 12:00 noon.

On March 24th, a Special Election will be held at the Leesburg Fire Station #1, located 342 Leslie Highway, the regular polling location in Leesburg. The purpose of the Special Election will be to fill a vacancy for Mayor for Leesburg.

The polling location will be opened from 7:00 am. until 7:00 p.m. on March 24th. In the

event a runoff election is needed, it will be held on April 21, 2020.

The last day to register and be eligible to vote in this election will be February 24, 2020, through 5:00 p.m. This will also be the last day to make any address changes prior to the election.

Absentee voting will be available. To obtain an absentee ballot by mail you may make written application to the Lee County Board of Elections, Post Office

Box 326, Leesburg, GA 31763 or visit the Elections and Registration Office, 100 Starksville, Ave, North, Suite C, Leesburg, GA.

Advance-In-Person Voting will be open to all eligible voters beginning March 2, 2020 at the Elections and Registration Office between the hours of 8:15 a.m. and 5:00 p.m. The last day a voter may vote an Advance-In-Person ballot is Friday, March 20, 2020.