

**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**  
February 2, 2021
  
3.     **PUBLIC HEARING**
  
4.     **NEW BUSINESS**  
(A) Consideration of appointment to the Regional Commission Council of Southwest Georgia.  
(B) Consideration of 2021 Alcohol License.  
(C) Consideration of Professional Service Agreement with RedSpeed Georgia, LLC.  
(D) Consideration of a Resolution to Authorize the Use of Automated Traffic Enforcement Safety Devices in School Zones  
(E) Consideration of Fiscal 2022 Budget Calendar.  
(F) Consideration of Letter of Agreement for Professional Engineering and Surveying Services for Magnolia Street Sidewalk Improvements PH II, Firetower Road Sidewalk Improvements PH I and Firetower Road Sidewalk Improvements PH II.
  
5.     **CITY MANAGER'S MATTERS**  
(A) Financial Report  
(B) Public Hearing Conditional Use Application  
(C) Bid Opening on GEFA Generators  
(D) GDOT participation in Sidewalk Program
  
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**  
There is a need to go into Executive Session to discuss Legal and Real Estate issues.

12. **PUBLIC FORUM**

13. **ANNOUCEMENTS**

Next Scheduled Meeting is April 6, 2021

14. **ADJOURNMENT**

*Agenda May Change Without Notice*

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1. **CALL TO ORDER**

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

2. **APPROVAL OF MINUTES**

Mayor Breeden asked for a motion to approve the minutes from January 5, 2020. Councilmember Renfroe made a motion to approve the minutes. Mayor Pro Tem Sherman seconded the motion. The vote was unanimous.

3. **PUBLIC HEARING**

Mayor Breeden opened the Public Hearing on Text Amendments (TA 20-001): to the Leesburg Code of Ordinances Chapter 34 Article VII. Standards for Wireless Communications. City Manager Bob Alexander indicated this Text Amendment was very similar to the one adopted by Lee County recently. Mayor Breeden closed the Public Hearing.

4. **NEW BUSINESS**

- (A) The Council discussed the Text Amendments (TA20-001): to the Leesburg Code of Ordinances Chapter 34 Article VII. Standards for Wireless Communication Facilities. Mayor Pro Tem Sherman made a motion to approve the Text Amendments. Councilmember Bush seconded the motion. The vote was unanimous.
- (B) Police Chief Prokesh discussed the Alcohol Licenses for Leesburg Shell and P&K Food Mart. Councilmember Bush made a motion to approve the Alcohol Licenses. Councilmember Renfroe seconded the motion. The Vote was unanimous.
- (C) Meredith Lipson with Mauldin & Jenkins discussed the Financial Audit report for Fiscal Year Ended June 30, 2020. She indicated the City of Leesburg was in good financial shape with the General Fund and the Water and Sewer Fund.
- (D) Engineer Mike Talley with Flint River Consulting discussed the Inspection and Maintenance Agreement that is required for all new Storm Water Facilities by EPD. Councilmember Judy Powell made a motion to adopt the Standard Maintenance Agreement for Stormwater Facilities. Councilmember Bush 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 Water & Sewer Fund and indicated that both funds are within budget for the year.
- (B) A Downtown Rural Zone Stakeholders meeting was scheduled February 3, 2021 at 10:00 AM at the Train Depot.
- (C) The Georgia Department of Revenue has notified the City that a new LOST Certificate of Distribution must be filed with the Department by December 30, 2022.

**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**

Councilmember Powell made a motion to go into executive session to discuss Legal issues. Mayor Pro Tem Sherman seconded the motion. The vote was unanimous. Councilmember Powell made a motion to come out of executive session. Mayor Pro Tem Sherman seconded the motion. The vote was unanimous. Councilmember Powell made a motion that no action was taken and that minutes be approved. Mayor Pro Tem Sherman seconded the motion. The vote was unanimous.

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

Next Scheduled Meeting is March 2, 2021

**14. ADJOURNMENT**

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





**STILL WATERS**

ENGINEERING

130 Veterinary Way Unit 2, Leesburg, GA 31763

February 8, 2021

Ms. Madison Rutledge Moore  
Lee County Board of Commissioners  
102 Starksville Avenue North  
Leesburg, Georgia 31763

**SUBJECT: Southwest Georgia Regional Commission Appointed Board**

Dear Ms. Moore,

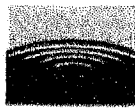
My name is Chad Griffin and I am a partner in a local engineering firm called, "Still Waters Engineering", we are a full service civil engineering firm that works primarily with municipalities, county commissions and local governments throughout south and central Georgia. Upon seeing the opening for the public sector appointment to the County's board for the Southwest Georgia Regional Commission I was immediately interested. I believe this is a great opportunity for me to partner with those in my community and neighboring communities as we work together with the Regional Commission to promote Southwest Georgia, the City of Leesburg and Lee County. Please note that as an engineer I have been working in southwest Georgia for 21 years and I have worked with many of the 14 counties that are served by the Regional Commission. I have also worked specifically with the Southwest Georgia Regional Commission on many projects and ventures in the past 21 years. I am thankful that a position like this exists for those in the public sector that have an interest to assist. Please accept this letter as my formal request to be appointed to this board. Should a full resume be needed to state my qualifications it can be provided at your request.

Once again I want to express my thankfulness for the Lee County Board of Commissioners for providing this opportunity. I also want to express my thankfulness to the City of Leesburg for providing a potential confirmation for this appointment. I look forward to serving the City of Leesburg, Lee County and the Southwest Georgia Regional Commission. Should you have any questions about this request please do not hesitate to contact me by phone or email.

Sincerely,

Chad Griffin

Chief Executive Officer



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130 Veterinary Way Unit 2, Leesburg, GA 31763

February 8, 2021

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My name is Chad Griffin and I am a partner in a local engineering firm called, "Still Waters Engineering", we are a full service civil engineering firm that works primarily with municipalities, county commissions and local governments throughout south and central Georgia. Upon seeing the opening for the public sector appointment to the County's board for the Southwest Georgia Regional Commission I was immediately interested. I believe this is a great opportunity for me to partner with those in my community and neighboring communities as we work together with the Regional Commission to promote Southwest Georgia, the City of Leesburg and Lee County. Please note that as an engineer I have been working in southwest Georgia for 21 years and I have worked with many of the 14 counties that are served by the Regional Commission. I have also worked specifically with the Southwest Georgia Regional Commission on many projects and ventures in the past 21 years. I am thankful that a position like this exists for those in the public sector that have an interest to assist. Please accept this letter as my formal request to be appointed to this board. Should a full resume be needed to state my qualifications it can be provided at your request.

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Sincerely,

Chad Griffin

Chief Executive Officer

**Regional Commission Council of Southwest Georgia**

<u>District</u>	<u>Name &amp; Address</u>	<u>Term</u>	<u>Appointing Authority</u>
Virtue of Office	John Wheaton 391 Gates Road Leesburg, GA 31763	By Virtue of Office	County
Public Sector	Chad Griffin 140 Northwood Drive Leesburg, GA 31763	1 Year Term Expiring on 01/01/2021	County, Leesburg, and Smithville
Private Sector	Glenda Battle 100 Pine Arbor Drive Leesburg, GA 31763	1 Year Term Expiring on 01/01/2021	County
1	Dwight Hickman P.O. Box 213 Smithville, GA 31787	1 Year Term Expiring on 01/01/2019	Leesburg and Smithville

One appointment is mandatory for a Commissioner. Two appointments for a term of one year expiring on 1/1/2020. Members must be Lee County citizens. Meetings are held at 6:30 PM on the last Thursday of each month at different locations to be announced.

Suzanne Angell - Executive Director [sangell@swgrc.org](mailto:sangell@swgrc.org)  
 or Anna Singletary, Executive Assistant  
 PH# (229) 522-3552/ FAX 229-522-3558.

- Staggered one year terms
- Non-Elected Officials: \$25 travel reimbursement
  - Complimentary dinner provided

PROFESSIONAL SERVICES AGREEMENT

February 1, 2021

This AGREEMENT (the "Agreement") made this 1st Day of February, 2021, (herein the "Commencement Date"), between RedSpeed Georgia, LLC, a Georgia Limited Liability Company (herein "REDSPEED"), with its principal place of business at 400 Eisenhower Lane North, Lombard, IL 60148, and the City of Leesburg, a political subdivision authorized and created by the State of Georgia (herein "GOVERNING BODY"), with principal offices at 107 Walnut Ave N, Leesburg, GA 31763.

WITNESSETH:

WHEREAS, REDSPEED has the exclusive knowledge, possession, and ownership of certain equipment, licenses, and processes referred to collectively as the "Speed Photo Enforcement System" (herein "SPE System"); and

WHEREAS, City of Leesburg is a Constitutional and elected Body with the right and duty to enforce laws enacted for the protection of the lives, property, health, and morals of the people. As an independent constitutional officer, City of Leesburg is both a law enforcement agency and governing body for the purpose of receiving traffic citation funds pursuant 40-14-18(b)(1) and utilizing RedSpeed as its agent pursuant to 40-14-1.1(1).

GOVERNING BODY desires to use the SPE System to monitor and enforce school zone speeds within its enforcement jurisdiction, and may, in the future, desire to monitor and enforce red light violations or other traffic movements and to issue citations for traffic violations; and

WHEREAS, on or about May 8, 2018, the Governor of the State of Georgia signed 2017 6a. HB 978 into law, resulting in Section 40-14-18 of the Official Code of Georgia Annotated taking effect on July 1, 2018; and

WHEREAS, Section 40-14-18 of the Official Code of Georgia Annotated expressly authorizes municipalities to use traffic infraction detectors to enforce certain provisions of Section 40-14-8 of the Official Code of Georgia Annotated, subject to certain requirements; and

WHEREAS, the City has Resolved to implement a Traffic Safety Camera Program ("TSCP") and provide for the implementation and operation of such program by REDSPEED, as agent of GOVERNING BODY.

NOW, THEREFORE, in consideration of the mutual covenants and agreements set forth herein and for other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, REDSPEED and GOVERNING BODY agree that the Agreement shall be as provided herein:

TERMS AND CONDITIONS

1. DEFINITIONS:

As used in this Agreement, the following words and terms shall, unless the context otherwise requires, have the respective meanings provided below:

**“Motor Vehicle”** means any self-propelled vehicle not operated upon rails or guide-way, but not including any bicycle or electric personal assisted mobility device.

**“Notice of Violation”** means a citation or equivalent instrument issued by a competent state or municipal law enforcement agent or agency or by a court of competent jurisdiction relating to a violation documented or evidenced by SPE System or REDSPEED as an agent of such law enforcement agent, agency or court.

**“Motor Vehicle Owner”** means the person or entity identified by the Georgia Department of Motor Vehicles, or other state vehicle registration office, as the registered owner of a vehicle. Such term shall also mean a lessee of a motor vehicle pursuant to a motor vehicle lease or rental agreement.

**“Recorded Images”** means photographic, electronic, digital or video images of a Motor Vehicle recorded by a SPE System and establishing a time sequence of the Motor Vehicle entering the intersection or speed zone and its speed.

**“RedCheck”** means web-based violation processing system used by Certified Peace Officer.

**“Speed Photo Enforcement System”** (herein “SPE System”) means an electronic system that captures recorded images of Motor Vehicles speeding in designated school zone and consisting of, at a minimum one radar, IR panel, and up to seven (7) individual video cameras capable of monitoring up to seven (7) lanes of enforcement.

**“Certified Peace Officer”** means an employee of GOVERNING BODY’s police department who meets the qualifications of Section 40-14-1(1) of the Official Code of Georgia Annotated.

**“Unamortized Costs”** means the historical cost of a fixed asset less the total depreciation shown against that asset up to a specified date. Unamortized costs for this Agreement may include, but are not limited to, design/engineering plans, camera foundation construction and installation, restoration of camera location to its original condition and cost of equipment.

**“Violation”** means a violation of Section 40-14-8 or Section 40-14-18 of the Official Code of Georgia Annotated or a violation of GOVERNING BODY’s Code of Ordinances (if applicable), as may be amended from time to time.

2. REDSPEED AGREES TO PROVIDE:

The scope of work identified in “Exhibit A, Section 1”.

3. GOVERNING BODY AGREES TO PROVIDE:

The scope of work identified in “Exhibit A, Section 2”.

4. SERVICE FEES:

The service fee schedule identified in “Exhibit B”.

5. TERM AND TERMINATION:

This Agreement shall be effective on the Commencement Date. The term of this Agreement shall be for sixty (60) months beginning on the first day of the month following the first issued Notice of Violation (the “Start Date”) from the last installed camera and shall be automatically extended for up to five (5) additional one (1) year periods. However, GOVERNING BODY may terminate this Agreement at the expiration of any term by providing written notice of its intent not to extend the Agreement sixty (60) days prior to the expiration of the current term.

REDSPEED’s services may be terminated:

- a. By mutual written consent of the parties.
- b. For cause, by either party where the other party fails in any material way to perform its obligations under this Agreement and the defaulting party fails to cure the default within thirty (30) days after receiving written notice. The terminating party must provide written notice to the other party of its intent to terminate and state with reasonable specificity the grounds for termination.
- c. For convenience, by either party in the event that state legislation or a decision by a court of competent jurisdiction prohibits the deployment of the SPE Systems that is the subject of this Agreement, but only following the exhaustion of any legal challenges that may occur challenging such state legislation or judicial determination. To the extent it becomes necessary, the Parties to this Agreement acknowledge that this agreement shall be tolled during the time it takes to determine legal challenges.
- d. For convenience of GOVERNING BODY. In the event of Termination for Convenience, the City shall reimburse RedSpeed for all unamortized costs up to ten thousand dollars (\$10,000.00) for each SPE System that has been permitted or installed but not operating for more than one (1) year from the first Notice of Violation for that SPE.

Upon termination of this Agreement, either for breach or because it has reached the end of its term or as a result of giving an early termination notice, the parties recognize that GOVERNING BODY will have to process traffic law violations that occur prior to the notice of termination of the Agreement and that REDSPEED must assist GOVERNING

BODY in this regard. Accordingly, the parties shall take the following actions, and shall have the following obligations, which survive termination during the wind-down period: GOVERNING BODY shall cease using the SPE System, shall return or allow REDSPEED to recover all provided equipment within a reasonable time not to exceed ninety (90) days, and shall not generate further images to be processed. Unless directed by GOVERNING BODY not to do so, REDSPEED shall continue to process all images taken by GOVERNING BODY before termination and provide all services associated with processing in accordance with this Agreement and shall be entitled to all Fees specified in the Agreement as if the Agreement were still in effect. REDSPEED shall provide GOVERNING BODY with all revenues owed to GOVERNING BODY accruing prior to the date of termination and REDSPEED shall be entitled to its fees pursuant to this Agreement, from said accrued revenues provided to GOVERNING BODY.

## 6. ASSIGNMENT:

Neither party may assign all or any portion of this Agreement without the prior written consent of the other, which consent shall not be unreasonably withheld or delayed. Provided, however, that GOVERNING BODY hereby acknowledges and agrees that delivery and performance of REDSPEED's rights pursuant to this Agreement shall require a significant investment by REDSPEED, and that in order to finance such investment, REDSPEED may be required to enter into certain agreements or arrangements including, but not limited to, acknowledgments and/or consents with equipment lessors, banks, financial institutions or other similar persons or entities. GOVERNING BODY hereby agrees that REDSPEED shall have the right to assign, pledge, hypothecate or otherwise transfer its rights to the equipment but not the service provided under this Agreement, to any of the aforesaid financial institutions without GOVERNING BODY's prior written approval. GOVERNING BODY further acknowledges and agrees that in the event that REDSPEED provides any such acknowledgment or consent to GOVERNING BODY for execution, and in the event that GOVERNING BODY fails to execute and deliver such acknowledgment or consent back to REDSPEED within ten (10) calendar days after its receipt of such request from REDSPEED to execute such acknowledgment or consent, GOVERNING BODY shall be deemed to have consented to and approved such acknowledgment or consent and REDSPEED is granted a limited power of attorney, coupled with an interest, to execute the acknowledgment and/or consent on behalf of GOVERNING BODY and deliver such document to its financial institution.

## 7. FEES AND PAYMENT:

GOVERNING BODY shall pay for all equipment, services and maintenance based on the fee schedule indicated in Exhibit B, Schedule 1 ("Fees").

## 8. COMMUNICATION OF INFORMATION:

REDSPEED agrees that all information obtained by REDSPEED through operation of the SPE System shall be made available to the GOVERNING BODY at any time during REDSPEED's normal working hours excluding trade secrets as defined by Georgia law and other information that is confidential pursuant to Georgia law or exempt from

disclosure pursuant to Georgia law and not reasonably necessary for the prosecution of citations or the fulfillment of GOVERNING BODY's obligation under this Agreement. REDSPEED reserves the right to charge GOVERNING BODY for sizable information requests that will incur substantial resource allocation to compile.

9. CONFIDENTIAL INFORMATION:

No information given by REDSPEED to GOVERNING BODY will be of a confidential nature, unless specifically designated in writing as proprietary and confidential by REDSPEED and either confidential pursuant to Georgia law or exempt from disclosure pursuant to Georgia law. Nothing in this paragraph shall be construed contrary to the terms and provisions of any Georgia law governing public records or similar laws, insofar as they may be applicable. REDSPEED shall not use any information acquired by this program with respect to any violations or GOVERNING BODY's law enforcement activities for any purpose other than the program encompassed by this Agreement.

10. OWNERSHIP OF SYSTEM:

It is understood by GOVERNING BODY that the SPE System being installed by REDSPEED is, and shall remain, the sole property of REDSPEED, unless separately procured from REDSPEED through a lease or purchase transaction. The SPE Systems are provided to GOVERNING BODY only under the terms and for the term of this Agreement.

11. RECORDS AND AUDIT:

REDSPEED shall maintain during the term of the Agreement all books of account, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this Agreement. REDSPEED agrees to make available to GOVERNING BODY's Internal Auditor, during normal business hours and in Leesburg, Georgia all books of account, reports and records relating to this Agreement for the duration of the Agreement and retain them for a minimum period of two (2) years beyond the last day of the Agreement term or such other period required by the Georgia public records law and Georgia public records retention schedules, whichever is longer.

12. INDEMNIFICATION AND INSURANCE:

REDSPEED shall comply with all laws, ordinances and regulations governing the use of photo enforcement systems applicable to this Agreement and shall comply with the maintenance procedures and manufacturer recommendations for operation of SPE System equipment which affect this Agreement, and shall indemnify and save harmless the GOVERNING BODY against claims arising from the violations of the maintenance procedures and manufacturer recommendations for operation of the equipment as a result of the gross negligence, recklessness, or willful or intentional misconduct of REDSPEED, its officers and directors, agents, attorneys, and employees, but excluding any employees or agents of GOVERNING BODY.

REDSPEED agrees to protect, defend, indemnify, and hold harmless GOVERNING BODY and GOVERNING BODY's officers, employees, and agents from and against any



and all losses, penalties, damages, settlements, fines, claims, costs, charges for other expenses, or liabilities of every and any kind including any award of attorney fees and any award of costs in connection with or arising from any gross negligence, intentional or reckless act or omission by REDSPEED or any of REDSPEED's officers, employees, agents, contractors, or subcontractors in performing the work agreed to or performed by REDSPEED under the terms of this Agreement. Without limiting the foregoing, any and all claims, suits or other actions relating to personal injury, death, damage to property, defects in materials or workmanship, violations of any decree of any court in connection with or arising from any gross negligence, intentional or reckless act or omission by REDSPEED shall be included in this indemnity.

REDSPEED shall maintain the following minimum scope and limits of insurance:

- a. Commercial General Liability Insurance including coverage for bodily injury, property damage, premises and operations, products/completed operations, personal and advertising injury, and contractual liability with a combined single limit of \$1,000,000 per occurrence. Such insurance shall name GOVERNING BODY as additional insured for liability arising from REDSPEED's operation.
- b. Workers' Compensation, as required by applicable state law, and Employers Liability Insurance with limits of not less than \$500,000 each accident. REDSPEED shall always maintain Workers' Compensation insurance coverage in the amounts required by law, but shall not be required to provide such coverage for any actual or statutory employee of GOVERNING BODY.
- c. Comprehensive Business Automobile Liability Insurance for all owned, non-owned and hired automobiles and other vehicles used by REDSPEED with a minimum \$1,000,000 per occurrence combined single limit bodily injury and property damage.

REDSPEED shall require any subcontractors doing work under this Agreement to provide and maintain the same insurance, which insurance shall also name GOVERNING BODY and GOVERNING BODY's officers, employees and elected officials as additional insureds.

Certificates showing REDSPEED is carrying the above described insurance, and evidencing the additional insured status specified above, shall be furnished to GOVERNING BODY within thirty (30) calendar days after the date on which this Agreement is made. Such certificates shall show that GOVERNING BODY shall be notified at least thirty (30) days in advance of all cancellations of such insurance policies. REDSPEED shall forthwith obtain substitute insurance in the event of a cancellation.

Inasmuch as GOVERNING BODY is a body politic and corporate, the laws from which GOVERNING BODY derives its powers, insofar as the same law regulates the objects for which, or manner in which, or the concerns under which, GOVERNING BODY may enter into this Agreement, shall be controlling and shall be incorporated by reference into this Agreement. GOVERNING BODY shall be responsible for vehicle insurance coverage on

any vehicles driven by GOVERNING BODY employees. Coverage will include liability and collision damage.

REDSPEED will require all its subcontractors to provide the aforementioned coverage as well as any other coverage that REDSPEED may consider necessary, and any deficiency in the coverage or policy limits of said subcontractors shall be the sole responsibility of REDSPEED.

13. STATE LAW TO APPLY:

This Agreement shall be governed by and construed in accordance with the laws of the State of Georgia. The parties waive the privilege of venue and agree that all litigation between them in the state courts shall take place in Lee County, Georgia and that all litigation between them in the federal courts shall take place in the State of Georgia.

14. DISPUTE RESOLUTION:

All disputes arising out of or in connection with the Agreement shall be attempted to be settled through good-faith efforts between senior management of both Parties. Following thirty (30) days of unsuccessful negotiation, a dispute may be submitted to professionally-assisted mediation. Before a demand for mediation may be filed by either Party, the management of both Parties shall have met at least two times in face-to-face meetings in an effort to resolve any dispute or controversy through normal business management practices. Any mediator so designated must be acceptable to each Party. The mediation will be conducted as specified by the mediator and agreed upon by the Parties. The Parties agree to discuss their differences in good faith and to attempt, with the assistance of the mediator, to reach an amicable resolution of the dispute. The mediation will be treated as a settlement discussion and therefore will be confidential. The mediator may not testify for either Party in any later proceeding relating to the dispute. Each Party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the Parties.

Failing resolution through negotiation or mediation, any remaining dispute shall be submitted to binding arbitration in accordance with the Arbitration Rules for Professional Accounting and Related Services Disputes of the American Arbitration Association ("AAA Rules") before a single arbitrator. The place of arbitration will be mutually agreed upon within fourteen (14) days of a decision to seek arbitration. Limited discovery will be permitted in connection with the arbitration upon agreement of the Parties and only upon a showing of substantial need by the Party seeking discovery.

The arbitrator will have no power to award damages inconsistent with the Agreement; or punitive damages or any other damages not measured by the prevailing Party's actual damages, and the Parties expressly waive their right to obtain such damages in arbitration or in any other proceeding. All aspects of the arbitration will be confidential. Neither the Parties nor the arbitrator may disclose the existence, content or results of the arbitration, except as necessary to comply with legal or regulatory requirements.

## 15. AMENDMENTS TO THE AGREEMENT:

GOVERNING BODY may from time to time consider it in its best interest to change, modify or extend term, conditions or covenants of this Agreement or require changes in the scope of the Services to be performed by REDSPEED, or request REDSPEED to perform additional services regardless of and without invalidating the process that was used to procure the services enumerated under this Agreement. Any such change, addition, deletion, extension or modification, including any increase or decrease in the amount of REDSPEED's compensation, which are mutually agreed upon by and between GOVERNING BODY and REDSPEED, shall be incorporated in written amendments (herein called "Amendments") to this Agreement that are duly executed by both parties. Such Amendments shall not invalidate the procurement process or this Agreement nor relieve or release REDSPEED or GOVERNING BODY of any of its obligations under this Agreement unless stated therein.

## 16. EFFECT OF AMENDMENT(S) ON AGREEMENT:

Except as expressly amended or modified by the terms of an Amendment, all terms of the Agreement shall remain in full force and effect. Unless a different meaning is specified in an Amendment, all capitalized terms used herein shall have the meaning described in the Agreement. In the event of a conflict between the terms of the Amendment and this Agreement, the Amendment shall prevail and control.

## 17. LEGAL CONSTRUCTION AND REQUIREMENTS:

In case any one or more of the provisions contained in this Agreement shall for any reason, by a court of competent jurisdiction, be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had not been contained herein.

## 18. NO AGENCY:

Except as specifically provided otherwise herein, REDSPEED is an independent contractor under this Agreement and acts an agent of GOVERNING BODY. Personal services shall be provided by employees of REDSPEED who shall be subject to supervision by REDSPEED, and not as officers, employees or agents of the GOVERNING BODY. Personnel policies, tax responsibilities, social security, health insurance, employee benefits, purchasing policies and other similar administrative procedures applicable to services rendered under this Agreement shall be those of REDSPEED.

## 19. FORCE MAJEURE:

GOVERNING BODY and REDSPEED will be excused from the performance of their respective obligations under this Agreement when and to the extent that their performance is delayed or prevented by any circumstances beyond their control including, fire, flood, explosion, strikes or other labor disputes, act of God or public emergency, war, rioting, malicious damage, act or omission of any governmental authority, delay or failure or

shortage of any type of transportation, equipment, or service from a public utility needed for their performance provided that:

- the non-performing party gives the other party prompt written notice describing the particulars of the Force Majeure including, but not limited to, the nature of the occurrence and its expected duration, and continues to furnish timely reports with respect thereto during the period of the Force Majeure;
- the excuse of performance is of no greater scope and no longer duration than is required by the Force Majeure;
- no obligations of either party that arose before the Force Majeure causing the excuse of performance are excused as a result of the Force Majeure; and,
- the non-performing party uses its best efforts to remedy its inability to perform.

Notwithstanding the above, performance shall not be excused under this Section for a period in excess of two (2) months, provided that in extenuating circumstances, GOVERNING BODY may excuse performance for a longer term. Economic hardship of REDSPEED will not constitute Force Majeure. The term of the Agreement shall be extended by a period equal to that during which either party's performance is suspended under this Section.

20. PERMITS, FEES, AND LICENSES:

REDSPEED shall, at its own expense, obtain all necessary permits and pay all licenses and fees required to comply with all local ordinances, state and federal laws, rules and regulations applicable to business to be carried out under this Agreement.

21. NON-DISCRIMINATION:

There shall be no discrimination as to race, sex, color, creed, age, sexual orientation, disability, marital status, or national origin in the operations conducted under this Agreement.

22. SUBCONTRACTORS:

REDSPEED must be capable of performing all the services contained within this Agreement. If REDSPEED uses a subcontractor in the performance of these services, REDSPEED shall submit complete information on any/all proposed subcontractors. The same qualifications requirements, and all other terms and conditions of the Agreement shall also apply to the subcontractor. GOVERNING BODY reserves the right to approve or disapprove of any subcontractor proposed.

REDSPEED shall ensure that all of REDSPEED's subcontractors perform in accordance with the terms and conditions of this Agreement. REDSPEED shall be fully responsible for all of REDSPEED's subcontractors' performance, and liable for any of REDSPEED's subcontractors' non-performance and all of REDSPEED's subcontractors' negligent, intentional or reckless acts and omissions. REDSPEED shall defend, counsel being subject to GOVERNING BODY's approval or disapproval, and indemnify and hold harmless

GOVERNING BODY and GOVERNING BODY's officers, employees, and agents from and against any claim, lawsuit, third party action, settlement, or judgment, including any award of attorney fees and any award of costs, by or in favor of any of REDSPEED's subcontractors for payment for work performed for GOVERNING BODY by any of such subcontractors, and from and against any claim, lawsuit, third party action, settlement, or judgment, including any award of attorney fees and any award of costs, occasioned by or arising out of any negligent, intentional or reckless act or omission by any of REDSPEED's subcontractors.

23. ENTIRE AGREEMENT:

The provisions of this Agreement, including the recitals, comprise all of the terms, conditions, agreements, and representations of the parties with respect to the subject matter hereof. All representations and promises made by any party to another, whether in writing or orally, concerning the subject matter of this Agreement, are merged into this Amendment. Except as amended by an Amendment, the terms of the Agreement shall continue in full force and effect.

24. NOTICES:

Any notice or demand which under the terms of this Agreement or under any statute must or may be given or made by REDSPEED or GOVERNING BODY shall be in writing and shall be given or made by personal service, first class mail, overnight delivery, or by certified or registered mail to the parties at the following respective addresses:

City of Leesburg  
107 Walnut Ave N  
Leesburg, GA 31763  
Attn: City Clerk

RedSpeed Georgia, LLC  
400 Eisenhower Lane North  
Lombard, Illinois 60148  
Attn: Robert Liberman, Manager

25. EXCLUSIVITY:

GOVERNING BODY agrees that upon execution of this Agreement, GOVERNING BODY may not utilize another vendor, other than REDSPEED, for the same or similar services as contemplated herein, within the jurisdiction of the GOVERNING BODY without prior written consent from REDSPEED.

IN WITNESS THEREOF, the parties have duly executed this Agreement on the day and year first written above.

**City of Leesburg, Georgia**

**RedSpeed Georgia, LLC**

By: \_\_\_\_\_, \_\_\_\_/\_\_\_\_/\_\_\_\_  
Name  
Title

By: \_\_\_\_\_, \_\_\_\_/\_\_\_\_/\_\_\_\_  
Robert Liberman  
Manager

Attest: \_\_\_\_\_, \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_  
\_\_\_\_\_ Clerk / Authorized Attestor

SECTION 1.REDSPEED SCOPE OF WORK

1. REDSPEED agrees to provide a turnkey solution for SPE Systems to GOVERNING BODY wherein all reasonably necessary elements required to implement and operate the solution are the responsibility of REDSPEED, except for those items identified in Section 2 titled "GOVERNING BODY Scope of Work". REDSPEED and GOVERNING BODY understand and agree that new or previously unforeseen requirements may, from time to time, be identified and that the parties shall negotiate in good faith to assign to the proper party the responsibility and cost for such items. In general, if work is to be performed by GOVERNING BODY, unless otherwise specified, GOVERNING BODY shall not charge REDSPEED for the cost. All other in-scope work, external to GOVERNING BODY, is the responsibility of REDSPEED.
2. REDSPEED agrees to make every effort to adhere to the Project Time Line agreed upon between the parties and based on the Best and Final Offer.
3. REDSPEED will install SPE Systems at several intersections, school zone areas or grade crossing approaches to be agreed upon between REDSPEED and GOVERNING BODY after completion of site analyses. In addition to any initial locations, the parties may agree from time to time to add to the quantities and locations where SPE Systems are installed and maintained.
4. REDSPEED will operate each SPE System on a 24-hour basis, barring downtime for maintenance and normal servicing activities.
5. REDSPEED agrees to provide a secure website ([www.SpeedViolations.com](http://www.SpeedViolations.com)) accessible to recipients who have received Notices of Violation by means of a Notice #, which will allow violation image and video viewing.
6. REDSPEED shall provide technician site visits to each SPE System once per month to perform preventive maintenance checks consisting of: camera enclosure lens cleaning, camera, strobe, and controller enclosure cleaning, inspection of exposed wires, and general system inspection and maintenance.
7. REDSPEED shall use best efforts to endeavor to repair a non-functional SPE System within forty-eight (48) business hours of determination of a malfunction.
8. REDSPEED shall use best efforts to endeavor to repair the SPE System within one (1) business day from the time of the outage. Outages of GOVERNING BODY internet connections or infrastructure are excluded from this service level.
9. REDSPEED will establish a demand deposit account bearing the title, "RedSpeed Georgia LLC as agent for Leesburg at CIBC Bank." All funds collected on behalf of GOVERNING BODY, excluding REDSPEED's monthly fees and any fees associated with electronic processing of violations, will be deposited in this account and transferred by wire on or

about the 15<sup>th</sup> calendar day of the month to GOVERNING BODY's primary deposit bank. GOVERNING BODY will identify the account to receive funds wired from First Midwest Bank. GOVERNING BODY shall sign a W-9 and blocked account agreement, to be completed by GOVERNING BODY, to ensure GOVERNING BODY's financial interest in said bank account is preserved.

10. REDSPEED will design, fabricate, install, obtain permits, and maintain one speed warning sign for each monitored approach.
11. REDSPEED or subcontractors will be responsible for any costs associated with building, construction, electrical, street use, and/or pole attachment permits.
12. REDSPEED shall assign a project manager who will be the liaison between GOVERNING BODY and REDSPEED and will be responsible for project activities such as development of a project plan and tracking of deliverables. GOVERNING BODY shall reserve the right to request a new project manager.
13. REDSPEED shall provide GOVERNING BODY with RedCheck, an automated web-based citation processing system that includes image processing, color printing and mailing of a Notice of Violation per chargeable event. Each Notice of Violation shall be delivered by first class mail to the Motor Vehicle Owner within the statutory period. Mailings to Motor Vehicle Owners responding to Notices of Violation identifying drivers in affidavits of non-liability or by rental car companies are also included.
14. REDSPEED shall provide the Certified Peace Officer with access to RedCheck, for the purposes of reviewing Violations Data within fourteen (14) days of the gathering of the Registered Vehicle Owner Information.
15. The decision to issue Notice of Violation shall be the sole, unilateral and exclusive decision of the Certified Peace Officer consistent with State Law.
16. RedCheck shall apply an electronic signature to a Notice of Violation when authorized to do so by an approving Certified Peace Officer.
17. REDSPEED shall obtain in-state vehicle registration information necessary to issue citations if it is named as GOVERNING BODY's agent.
18. REDSPEED shall seek records from out-of-state vehicle registration databases and apply records found by RedCheck to issue citations for GOVERNING BODY.
19. If GOVERNING BODY is unable to or does not desire to integrate REDSPEED data into its adjudication system, REDSPEED shall provide an on-line adjudication processing module, which will enable the adjudication function to review cases, related images, correspondence, and other related information required to adjudicate the disputed Notice of Violation.
20. REDSPEED shall provide to GOVERNING BODY access to RedCheck system, which provides GOVERNING BODY with ability to run and print all standard system reports.



## RedSpeed®

21. If required by GOVERNING BODY, REDSPEED shall, at REDSPEED's expense, provide and train GOVERNING BODY with a local expert witness able to testify in administrative proceedings and in court on matters relating to the accuracy, technical operations, and effectiveness of the SPE System until judicial notice is taken.
22. In those instances where damage to an SPE System is caused by negligence on the part of GOVERNING BODY or its authorized agent(s), REDSPEED will provide GOVERNING BODY an estimate of the cost of repair. Upon authorization to proceed with the repairs or replacement, REDSPEED shall replace or repair any damaged equipment and invoice for the pre-approved repair cost. REDSPEED shall bear the cost to replace or repair equipment damaged in all other circumstances.
23. REDSPEED shall provide a toll-free, GOVERNING BODY-specific help line to help GOVERNING BODY resolve any problems encountered regarding its SPE System and/or citation processing. The help line shall function during normal business hours. Call Center hours for violators is Monday-Friday 9:00 AM to 5 PM EST.
24. REDSPEED shall provide Motor Vehicle Owners with the ability to view Recorded Images of Violations involving their motor vehicles online. This online viewing system shall include a link to the REDSPEED payment website(s).
25. REDSPEED is authorized to charge, collect and retain fees associated with the electronic processing. Such fees shall not exceed \$25.00 per violation. Such fee is paid by the violator. GOVERNING BODY will not receive any of said fees. GOVERNING BODY assumes no liability, responsibility, or control for said fee sought by REDSPEED.
26. REDSPEED shall provide GOVERNING BODY with a warning period consistent with State law.
27. REDSPEED shall maintain video data for twenty five (25) days unless otherwise requested for preservation by the GOVERNING BODY.
28. GOVERNING BODY will have real-time access to violation and camera data. However, requests for large blocks of film footage (i.e., requests that are not conveniently downloadable by the Department) will be subject to a \$125 fee per request.
29. REDSPEED shall assist GOVERNING BODY with the installation and maintenance of required signs and flashers during the contract term and any renewals.

SECTION 2.  
GOVERNING BODY'S SCOPE OF WORK

1. Within seven (7) business days of execution of the Agreement, GOVERNING BODY shall provide REDSPEED with the name and contact information for a project manager with authority to coordinate GOVERNING BODY responsibilities under the Agreement.
2. Within seven (7) business days of the Agreement, GOVERNING BODY shall provide REDSPEED with the name and contact information for an Appeals Coordinator or staff responsible for oversight of all related program requirements.
3. Within seven (7) business days of execution of the Agreement, GOVERNING BODY shall provide REDSPEED with the name(s), contact information, and electronic signature(s) of all Certified Peace Officers authorized by GOVERNING BODY's police department to approve and issue Notices of Violation.
4. GOVERNING BODY shall establish a method by which a Motor Vehicle Owner who has received a Notice of Violation may review the images and video evidencing the Violation at [www.SpeedViolation.com](http://www.SpeedViolation.com) free of charge. This may be at a publicly available terminal at GOVERNING BODY's facility or by appointment with the Police Department.
5. REDSPEED will relocate an SPE System at no cost to a new enforcement location once it has been mutually agreed upon between REDSPEED and GOVERNING BODY.
6. GOVERNING BODY shall endeavor to approve or reject REDSPEED submitted plans within seven (7) business days of receipt. REDSPEED and GOVERNING BODY will endeavor to approve the plans in a timely manner.
7. GOVERNING BODY will endeavor to issue all needed permits to REDSPEED and its subcontractors in an expedited fashion for plan approval.
8. If use of private property right of way is needed, GOVERNING BODY shall assist REDSPEED in acquiring permission to build in existing utility easements as necessary. Any additional cost for private property right of way lease/rental costs shall be borne by REDSPEED. REDSPEED reserves the right to not install on private property if the costs are unreasonable.
9. GOVERNING BODY may allow REDSPEED to build needed infrastructure in existing GOVERNING BODY owned easement as necessary and only after required permits have been approved.
10. GOVERNING BODY's Certified Peace Officer(s) shall process each potential violation in accordance with State Law and/or GOVERNING BODY's Ordinances within five (5) days (excluding Saturday, Sunday and GOVERNING BODY observed holidays) of its appearance in the Law Enforcement Review Queue, using RedCheck to determine which Violations will be issued as Notices of Violation.

## RedSpeed®

11. Police Department workstation computer monitors for citation review and approval should provide a minimum resolution of 1280 x 1024.
12. Police Department shall provide signatures of all authorized police users who will review events and approve citations on forms provided by REDSPEED.
13. GOVERNING BODY shall handle inbound and outbound phone calls and correspondence from defendants who have questions about disputes, and other issues relating to citation adjudication. GOVERNING BODY may refer citizens with questions regarding REDSPEED or SPE System technology and processes to websites and/or toll-free telephone numbers provided by REDSPEED for that purpose.
14. If remote access to a REDSPEED SPE System is blocked by GOVERNING BODY's network security infrastructure, GOVERNING BODY's Technology Consultant shall coordinate with REDSPEED to facilitate appropriate communications while maintaining required security measures.
15. GOVERNING BODY shall at all time maintain a list of school and school zone hours and shall inform REDSPEED of all times for each Zone. GOVERNING BODY shall maintain and update this list, and shall be responsible for ensuring the accuracy of any citation issued against the corresponding time.
16. GOVERNING BODY shall maintain a School Zone calendar and shall notify REDSPEED as soon as practical before a change of scheduled enforcement (I.e. short days, no in-person instruction days, closings, etc). REDSPEED may in its sole discretion charge the GOVERNING BODY \$5.99 for any requested dismissals of printed / mailed citations issued on non-school days for which GOVERNING BODY did not inform REDSPEED of a calendar change.

Exhibit B

SCHEDULE 1  
SERVICE FEE SCHEDULE

GOVERNING BODY agrees to pay REDSPEED the Fee(s) as itemized below:

1. Description of Pricing

Fee includes all costs required and associated with SPE system installation, maintenance and ongoing field and back-office operations. Includes camera equipment, installation, maintenance, LPR Module, violation processing services, DMV records access, mailing of required documents, lockbox and credit card processing services, call center support for general program questions, public awareness program support, and access to web-based SPE System for Certified Peace Officer review:

35% service fee for each paid violation

**A RESOLUTION ENTITLED  
A RESOLUTION TO AUTHORIZE THE USE OF AUTOMATED  
TRAFFIC ENFORCEMENT SAFETY DEVICES IN SCHOOL ZONES**

Whereas, pedestrian fatalities have increased substantially nationwide; and

Whereas, protecting the life and safety of pedestrians and especially children pedestrians is a core law enforcement responsibility; and

Whereas, the Georgia Legislature has approved the use of Automated Traffic Enforcement Safety Devices in School Zones;

Therefore, the City Council resolves to authorize the use of Automated Traffic Enforcement Safety Devices in local school zones under the jurisdiction of the City Police pursuant to § 40-14-18 OCGA.

Enacted this 2 day of March, 2021

CITY COUNCIL OF LEESBURG, GEORGIA

By: \_\_\_\_\_  
Billy Breeden, Mayor

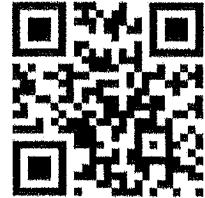
Attest: \_\_\_\_\_  
Bob Alexander, *ex officio* City Clerk

## Fiscal Year 2022 Budget Calendar

Distribute Budget Request Work Sheets to Department Heads	February 24, 2021
Department Heads Submit Budget Requests to Administration	March 16, 2021
Compilation of FY 2022 Budget Requests	Mar 17-May 20, 2021
Advertisement of Public Hearing in Local Newspaper	May 26, 2021
FY 2022 Budget Recommendations Presented to Council	June 1, 2021
Advertisement of Public Hearing/Mtg. in Local Newspaper	June 2, 2021
Public Hearing on FY 2022 Budget	June 8, 2021
Adoption of FY 2022 Budget	June 15, 2021



1344 US Hwy 19 South  
Suite A  
Leesburg, GA 31763  
Phone: (229) 435-6133  
Fax: (229) 439-7979  
www.emc-eng.com



Delivered via e-mail: bob.alexander@cityofleesburgga.com

February 9th, 2021

Bob Alexander  
City Manager  
107 Walnut Avenue North  
Leesburg, Ga 31763

**RE: LETTER AGREEMENT FOR PROFESSIONAL ENGINEERING AND SURVEYING SERVICES FOR  
MAGNOLIA STREET SIDEWALK IMPROVEMENTS PH II  
CITY OF LEESBURG, LEESBURG, GEORGIA**

Dear Mr. Alexander:

EMC Engineering Services, Inc. (EMC) appreciates the opportunity to present this *Proposal/Agreement* for providing professional engineering and surveying services in connection with the referenced *Project*. The *Project* consists of proposed sidewalk improvements (approximately 2,855 linear feet) along Magnolia Street from Canal Street to Groover Street in Leesburg, GA.

Our *Basic Services* will include preparation of, planning, ex. condition survey, planning, site engineering, and construction phase services for the proposed project in Leesburg, Lee County, Georgia, and as further described in the attached *Exhibit "A," Scope of Basic Services*.

Payment for our *Basic Services* will be a lump sum fee of \$20,550.00. In addition to the lump sum price listed, we recommend that you budget permitting and bid assistance services on an as needed basis. We have estimated hours for these services but have no control over this factor.

**COST ESTIMATE BREAKDOWN FOR EACH PHASE OF WORK:**

♦ Survey Services	\$ 6,300.00
♦ Site Engineering	\$ 14,250.00
♦ Permitting and bid assistance Services (hourly as needed)	\$ 2,250.00

This *Proposal* does not include contamination screening or subsurface investigation of the properties. We recommend you have a subsurface soil investigation performed in order to determine if any muck, hazardous waste, buried garbage or other deleterious materials exist on the site of this *Project*. This work can be provided under the *additional services* clause of this *Agreement*.

We will also furnish such *additional services* as you may request. *Additional services* will be documented by EMC and authorized by the *Client*. *Additional services* will be charged on an hourly rate basis in accordance with the attached *Hourly Rate Schedule*.

**ADDITIONAL SERVICES** WILL INCLUDE THE FOLLOWING:

- ♦ *Surveying Services Beyond the Scope of Services*
- ♦ *Geotechnical Investigation*
- ♦ *Environmental Site Assessments*
- ♦ *Engineering Services Beyond the Scope of Services*

*Reimbursable expenses* incurred in connection with all *basic* and *additional services* will be charged on the basis of the actual cost plus 10%. We will bill you monthly for services and *reimbursable expenses*.

**REIMBURSABLE EXPENSES** WILL INCLUDE THE FOLLOWING:

- ♦ *Overnight delivery costs*
- ♦ *Application fees*
- ♦ *Advertisement fees*
- ♦ *Regulatory fees*
- ♦ *Record drawings reproduction costs*
- ♦ *Equipment rental*
- ♦ *CD/Flash Drive*
- ♦ *E-Filing*
- ♦ *Reprographics (In-house or outsourced)*
- ♦ *In-house Printing & Reproduction costs – Rates are:*

<i>Size</i>	<i>Bond (each sheet)</i>	<i>Mylar Sepia (each sheet)</i>
<i>18"x24"</i>	<i>\$1.50</i>	<i>\$ 7.50</i>
<i>24"x36"</i>	<i>\$2.50</i>	<i>\$15.00</i>

The above financial arrangements are on the basis of prompt payment of our bills and the orderly and continuous progress of the *Project*.

Invoices for our services will be submitted monthly and payable within 30 days after date of invoice. Invoices for *Basic Services* performed under lump sum agreements will be on a percentage completion basis. Past Due invoices are subject to a service charge of 1½% per month. Unless EMC is notified in writing of any disputed charge within thirty (30) days of the invoice date, the *Client* agrees that the invoice is final and not subject to adjustment. Failure to make payments of any invoices over sixty (60) days past due will result in an immediate *"Stop Work"* action until the account is brought current, or special arrangements are made in writing. Past due accounts are also subject to further collection procedures, including the filing of a mechanics lien against the property.



We are prepared to begin our services promptly after receipt of your acceptance of this *Proposal/Agreement* and to complete our services in accordance with a mutually agreed upon schedule.

This *Proposal*, attached *Exhibit "A," General Provisions* and *Hourly Rate Schedule* represent the entire understanding between you and us in respect of the *Project* and may only be modified in writing signed by both of us. If this satisfactorily sets forth your understanding of our agreement, we would appreciate your signing this letter in the space provided below and returning it to us, keeping a copy for your files.

Sincerely,  
EMC ENGINEERING SERVICES, INC.

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

B. Matthew Inman, PE  
Valdosta Branch Manager

Accepted this \_\_\_\_ day of \_\_\_\_\_, 2021

CITY OF LEESBURG

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

Name:

Title:

Attachments: Exhibit "A" – Scope of Basic Services,  
Exhibit "C" – Client Site Plan  
Hourly Rate Schedule  
General Provisions

## **EXHIBIT "A"**

### **SCOPE OF BASIC SERVICES**

#### **1. SURVEY SERVICES:**

- Preparation of a topographic, existing conditions survey with above ground marked utilities and right-of-way limits of the project site as necessary to prepare construction-working drawings.
- Existing utilities will be shown as best can be determined from above-ground observations, contacting utility protection center and record drawings furnished to the surveyor. No excavations or private utility locates will be performed by Surveyor to determine the location of under-ground utilities. EMC cannot guarantee that all under-ground utilities will be shown.

#### **2. SITE ENGINEERING:**

- Preparation of the following site construction working drawings based upon the approved preliminary site plan.

##### **ESTIMATED LIST OF DRAWINGS:**

- ◆ Cover
  - ◆ General Notes and Legend/Typical Section
  - ◆ Existing Conditions and Demolition Plan
  - ◆ Site Plan (including dimensions)
  - ◆ Sidewalk, Grading and Drainage plan
  - ◆ Utility Plan (As Needed)
  - ◆ Three Phase Erosion Sediment & Pollution Control Plan
  - ◆ Construction Details
- 
- Development of normal designs, calculations, computations, and details required for regulatory approval.
  - Preparation of construction cost estimate.
  - Preparation of construction specifications.

#### **3. PERMITTING**

- Preparation of forms, documents, and anticipated filings required in the course of permit approvals from local and/or state government agencies. This includes meetings, negotiations, attendance at any hearings and/or public meetings for survey and engineering items. Permitting services will be charged on an hourly rate basis in accordance with the attached Hourly Rate Schedule.
- Submittal of site development plans to relevant local and state review agencies. Includes addressing comments received on plans through approval for site development plan approvals.



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Phone: (229) 435-6133  
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Delivered via e-mail: bob.alexander@cityofleesburgga.com

February 9th, 2021

Bob Alexander  
City Manager  
107 Walnut Avenue North  
Leesburg, Ga 31763

**RE: LETTER AGREEMENT FOR PROFESSIONAL ENGINEERING AND SURVEYING SERVICES FOR  
FIRETOWER ROAD SIDEWALK IMPROVEMENTS PH I  
CITY OF LEESBURG, LEESBURG, GEORGIA**

Dear Mr. Alexander:

EMC Engineering Services, Inc. (EMC) appreciates the opportunity to present this *Proposal/Agreement* for providing professional engineering and surveying services in connection with the referenced *Project*. The *Project* consists of proposed sidewalk improvements (approximately 2,305 linear feet) along Firetower Road from Main Street to Lee County Middle School East in Leesburg, GA.

Our *Basic Services* will include preparation of, planning, ex. condition survey, planning, site engineering, and construction phase services for the proposed project in Leesburg, Lee County, Georgia, and as further described in the attached ***Exhibit "A," Scope of Basic Services.***

Payment for our *Basic Services* will be a lump sum fee of **\$16,300.00**. In addition to the lump sum price listed, we recommend that you budget permitting and bid assistance services on an as needed basis. We have estimated hours for these services but have no control over this factor.

**COST ESTIMATE BREAKDOWN FOR EACH PHASE OF WORK:**

- ♦ *Survey Services* \$ 4,950.00
- ♦ *Site Engineering* \$ 11,350.00
- ♦ *Permitting and bid assistance Services (hourly as needed)* \$ 2,250.00

This *Proposal* does not include contamination screening or subsurface investigation of the properties. We recommend you have a subsurface soil investigation performed in order to determine if any muck, hazardous waste, buried garbage or other deleterious materials exist on the site of this *Project*. This work can be provided under the *additional services* clause of this *Agreement*.

We will also furnish such *additional services* as you may request. *Additional services* will be documented by EMC and authorized by the *Client*. *Additional services* will be charged on an hourly rate basis in accordance with the attached *Hourly Rate Schedule*.

**ADDITIONAL SERVICES** WILL INCLUDE THE FOLLOWING:

- ♦ *Surveying Services Beyond the Scope of Services*
- ♦ *Geotechnical Investigation*
- ♦ *Environmental Site Assessments*
- ♦ *Engineering Services Beyond the Scope of Services*

*Reimbursable expenses* incurred in connection with all *basic* and *additional services* will be charged on the basis of the actual cost plus 10%. We will bill you monthly for services and *reimbursable expenses*.

**REIMBURSABLE EXPENSES** WILL INCLUDE THE FOLLOWING:

- ♦ *Overnight delivery costs*
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- ♦ *Record drawings reproduction costs*
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- ♦ *In-house Printing & Reproduction costs – Rates are:*

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The above financial arrangements are on the basis of prompt payment of our bills and the orderly and continuous progress of the *Project*.

Invoices for our services will be submitted monthly and payable within 30 days after date of invoice. Invoices for *Basic Services* performed under lump sum agreements will be on a percentage completion basis. Past Due invoices are subject to a service charge of 1½% per month. Unless EMC is notified in writing of any disputed charge within thirty (30) days of the invoice date, the *Client* agrees that the invoice is final and not subject to adjustment. Failure to make payments of any invoices over sixty (60) days past due will result in an immediate "Stop Work" action until the account is brought current, or special arrangements are made in writing. Past due accounts are also subject to further collection procedures, including the filing of a mechanics lien against the property.

We are prepared to begin our services promptly after receipt of your acceptance of this *Proposal/Agreement* and to complete our services in accordance with a mutually agreed upon schedule.

This *Proposal*, attached *Exhibit "A," General Provisions and Hourly Rate Schedule* represent the entire understanding between you and us in respect of the *Project* and may only be modified in writing signed by both of us. If this satisfactorily sets forth your understanding of our agreement, we would appreciate your signing this letter in the space provided below and returning it to us, keeping a copy for your files.

Sincerely,  
EMC ENGINEERING SERVICES, INC.

By: \_\_\_\_\_  
B. Matthew Inman, PE  
Valdosta Branch Manager

Accepted this \_\_\_\_ day of \_\_\_\_\_, 2021

CITY OF LEESBURG

By: \_\_\_\_\_  
Name:  
Title:

Attachments: Exhibit "A" – Scope of Basic Services,  
Exhibit "C" – Client Site Plan  
Hourly Rate Schedule  
General Provisions

## **EXHIBIT "A"**

### **SCOPE OF BASIC SERVICES**

#### **1. SURVEY SERVICES:**

- Preparation of a topographic, existing conditions survey with above ground marked utilities and right-of-way limits of the project site as necessary to prepare construction-working drawings.
- Existing utilities will be shown as best can be determined from above-ground observations, contacting utility protection center and record drawings furnished to the surveyor. No excavations or private utility locates will be performed by Surveyor to determine the location of under-ground utilities. EMC cannot guarantee that all under-ground utilities will be shown.

#### **2. SITE ENGINEERING:**

- Preparation of the following site construction working drawings based upon the approved preliminary site plan.

##### **ESTIMATED LIST OF DRAWINGS:**

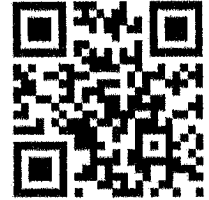
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  - ◆ General Notes and Legend/Typical Section
  - ◆ Existing Conditions and Demolition Plan
  - ◆ Site Plan (including dimensions)
  - ◆ Sidewalk, Grading and Drainage plan
  - ◆ Utility Plan (As Needed)
  - ◆ Three Phase Erosion Sediment & Pollution Control Plan
  - ◆ Construction Details
- 
- Development of normal designs, calculations, computations, and details required for regulatory approval.
  - Preparation of construction cost estimate.
  - Preparation of construction specifications.

#### **3. PERMITTING**

- Preparation of forms, documents, and anticipated filings required in the course of permit approvals from local and/or state government agencies. This includes meetings, negotiations, attendance at any hearings and/or public meetings for survey and engineering items. Permitting services will be charged on an hourly rate basis in accordance with the attached Hourly Rate Schedule.
- Submittal of site development plans to relevant local and state review agencies. Includes addressing comments received on plans through approval for site development plan approvals.



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Phone: (229) 435-6133  
Fax: (229) 439-7979  
www.emc-eng.com



Delivered via e-mail: bob.alexander@cityofleesburgga.com

February 18th, 2021 (revised)

Bob Alexander  
City Manager  
107 Walnut Avenue North  
Leesburg, Ga 31763

**RE: LETTER AGREEMENT FOR PROFESSIONAL ENGINEERING AND SURVEYING SERVICES FOR  
FIRETOWER ROAD SIDEWALK IMPROVEMENTS PH II  
CITY OF LEESBURG, LEESBURG, GEORGIA**

Dear Mr. Alexander:

EMC Engineering Services, Inc. (EMC) appreciates the opportunity to present this *Proposal/Agreement* for providing professional engineering and surveying services in connection with the referenced *Project*. The *Project* consists of proposed sidewalk improvements (approximately 2,798 linear feet) along Firetower Road to Groover Street, in Leesburg, GA.

Our *Basic Services* will include preparation of, planning, ex. condition survey, planning, site engineering, and construction phase services for the proposed project in Leesburg, Lee County, Georgia, and as further described in the attached ***Exhibit "A," Scope of Basic Services.***

Payment for our *Basic Services* will be a lump sum fee of **\$20,175.00**. In addition to the lump sum price listed, we recommend that you budget permitting and bid assistance services on an as needed basis. We have estimated hours for these services but have no control over this factor.

**COST ESTIMATE BREAKDOWN FOR EACH PHASE OF WORK:**

- ♦ *Survey Services* \$ 5,950.00
- ♦ *Site Engineering* \$ 14,225.00
- ♦ *Permitting and bid assistance Services (hourly as needed)* \$ 2,250.00

This *Proposal* does not include contamination screening or subsurface investigation of the properties. We recommend you have a subsurface soil investigation performed in order to determine if any muck, hazardous waste, buried garbage or other deleterious materials exist on the site of this *Project*. This work can be provided under the *additional services* clause of this *Agreement*.

We will also furnish such *additional services* as you may request. *Additional services* will be documented by EMC and authorized by the *Client*. *Additional services* will be charged on an hourly rate basis in accordance with the attached *Hourly Rate Schedule*.

**ADDITIONAL SERVICES** WILL INCLUDE THE FOLLOWING:

- ♦ *Surveying Services Beyond the Scope of Services*
- ♦ *Geotechnical Investigation*
- ♦ *Environmental Site Assessments*
- ♦ *Engineering Services Beyond the Scope of Services*

*Reimbursable expenses* incurred in connection with all *basic* and *additional services* will be charged on the basis of the actual cost plus 10%. We will bill you monthly for services and *reimbursable expenses*.

**REIMBURSABLE EXPENSES** WILL INCLUDE THE FOLLOWING:

- ♦ *Overnight delivery costs*
- ♦ *Application fees*
- ♦ *Advertisement fees*
- ♦ *Regulatory fees*
- ♦ *Record drawings reproduction costs*
- ♦ *Equipment rental*
- ♦ *CD/Flash Drive*
- ♦ *E-Filing*
- ♦ *Reprographics (In-house or outsourced)*
- ♦ *In-house Printing & Reproduction costs – Rates are:*

<i>Size</i>	<i>Bond (each sheet)</i>	<i>Mylar Sepia (each sheet)</i>
<i>18"x24"</i>	<i>\$1.50</i>	<i>\$ 7.50</i>
<i>24"x36"</i>	<i>\$2.50</i>	<i>\$15.00</i>

The above financial arrangements are on the basis of prompt payment of our bills and the orderly and continuous progress of the *Project*.

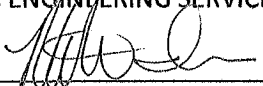
Invoices for our services will be submitted monthly and payable within 30 days after date of invoice. Invoices for *Basic Services* performed under lump sum agreements will be on a percentage completion basis. Past Due invoices are subject to a service charge of 1½% per month. Unless EMC is notified in writing of any disputed charge within thirty (30) days of the invoice date, the *Client* agrees that the invoice is final and not subject to adjustment. Failure to make payments of any invoices over sixty (60) days past due will result in an immediate *"Stop Work"* action until the account is brought current, or special arrangements are made in writing. Past due accounts are also subject to further collection procedures, including the filing of a mechanics lien against the property.



We are prepared to begin our services promptly after receipt of your acceptance of this *Proposal/Agreement* and to complete our services in accordance with a mutually agreed upon schedule.

This *Proposal*, attached *Exhibit "A," General Provisions* and *Hourly Rate Schedule* represent the entire understanding between you and us in respect of the *Project* and may only be modified in writing signed by both of us. If this satisfactorily sets forth your understanding of our agreement, we would appreciate your signing this letter in the space provided below and returning it to us, keeping a copy for your files.

Sincerely,  
EMC ENGINEERING SERVICES, INC.

By:   
B. Matthew Inman, PE  
Valdosta Branch Manager

Accepted this \_\_\_\_ day of \_\_\_\_\_, 2021

CITY OF LEESBURG

By: \_\_\_\_\_  
Name:  
Title:

Attachments: Exhibit "A" – Scope of Basic Services,  
Hourly Rate Schedule  
General Provisions

# **EXHIBIT "A"**

## **SCOPE OF BASIC SERVICES**

### **1. SURVEY SERVICES:**

- Preparation of a topographic, existing conditions survey with above ground marked utilities and right-of-way limits of the project site as necessary to prepare construction-working drawings.
- Existing utilities will be shown as best can be determined from above-ground observations, contacting utility protection center and record drawings furnished to the surveyor. No excavations or private utility locates will be performed by Surveyor to determine the location of under-ground utilities. EMC cannot guarantee that all under-ground utilities will be shown.

### **2. SITE ENGINEERING:**

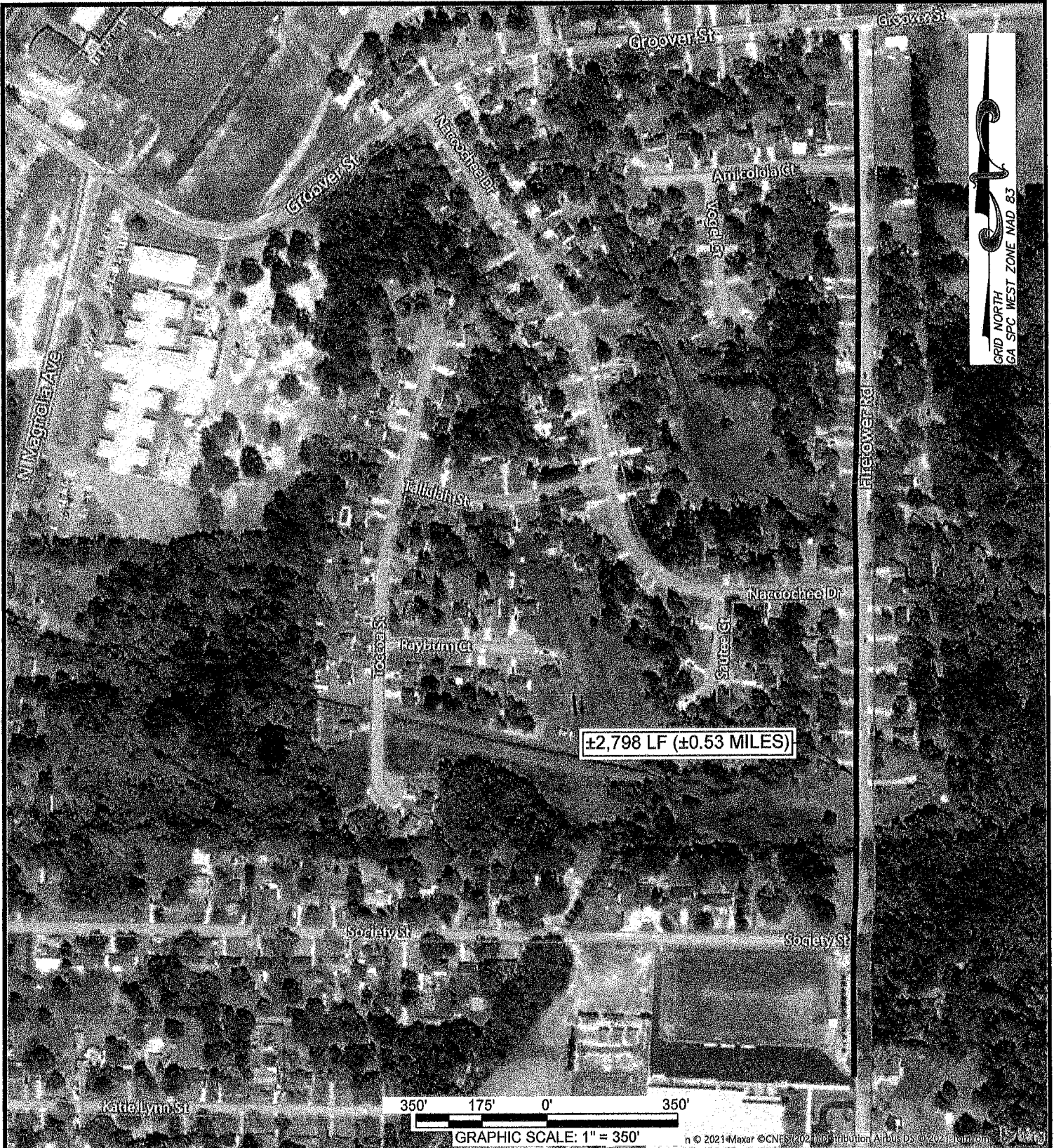
- Preparation of the following site construction working drawings based upon the approved preliminary site plan.

#### **ESTIMATED LIST OF DRAWINGS:**

- ◆ Cover
  - ◆ General Notes and Legend/Typical Section
  - ◆ Existing Conditions and Demolition Plan
  - ◆ Site Plan (including dimensions)
  - ◆ Sidewalk, Grading and Drainage plan
  - ◆ Utility Plan (As Needed)
  - ◆ Three Phase Erosion Sediment & Pollution Control Plan
  - ◆ Construction Details
- 
- Development of normal designs, calculations, computations, and details required for regulatory approval.
  - Preparation of construction cost estimate.
  - Preparation of construction specifications.

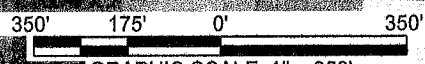
### **3. PERMITTING**

- Preparation of forms, documents, and anticipated filings required in the course of permit approvals from local and/or state government agencies. This includes meetings, negotiations, attendance at any hearings and/or public meetings for survey and engineering items. Permitting services will be charged on an hourly rate basis in accordance with the attached Hourly Rate Schedule.
- Submittal of site development plans to relevant local and state review agencies. Includes addressing comments received on plans through approval for site development plan approvals.



GRID NORTH  
GA SPC WEST ZONE NAD 83

±2,798 LF (±0.53 MILES)



GRAPHIC SCALE: 1" = 350'

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EMC ENGINEERING SERVICES, INC.

515 St. Augustine Rd, Ste E  
Valdosta, GA 31601  
Ph: (229) 257-0399  
Fax: (229) 439-7979  
valdosta@emc-eng.com  
www.emc-eng.com

ALBANY • ATLANTA • AUGUSTA • BRUNSWICK  
COLUMBUS • SAVANNAH • STATESBORO  
THOMASTON • VALDOSTA • WARNER ROBINS

SITE EXHIBIT

FIRE TOWER RD. SIDEWALK IMPROVEMENTS  
LEE COUNTY MIDDLE SCHOOL TO GROOVER ST.  
LEESBURG, LEE COUNTY, GEORGIA

Prepared for:  
CITY OF LEESBURG

PROJECT NO:	-
DRAWN BY:	CJP
DESIGNED BY:	-
SURVEYED BY:	-
SURVEY DATE:	-
CHECKED BY:	BMI
SCALE:	1" = 350'
DATE:	02/18/2021

**EMC ENGINEERING SERVICES, INC.  
INVOICE AND ACCOUNTING CONTACT INFORMATION**

The following shall be filled out and sent back with the signed executed contract. Please provide and verify the mailing address where invoices are to be submitted.

Accounts Payable Contact Name \_\_\_\_\_

Accounts Payable Address \_\_\_\_\_

Phone # \_\_\_\_\_ Extension \_\_\_\_\_

Fax # \_\_\_\_\_

Accounts Payable Contact Email \_\_\_\_\_

Is a Specific cover sheet to be attached to invoice? Yes  No

Will lien waivers be required? Yes  No

Are time sheets required? Yes  No

Is purchase order number required? Yes  No

Will the Project manager need a copy sent for their use? Yes  No

Are there any other project invoicing requirements? Yes  No

If so, please provide project specific information (AIA Forms, Purchase Order Number, Required Cover Sheet, Number of copies, Project Number, Codes, etc.)

Project Manager Name \_\_\_\_\_

Project Address \_\_\_\_\_

Phone # \_\_\_\_\_ Extension \_\_\_\_\_

Email address \_\_\_\_\_

**Please remit payments to:**  
**EMC Engineering Services, Inc.**  
10 Chatham Center South, Suite 100  
Savannah, GA 31405  
Attn: Accounting Dept.



515 Saint Augustine Road  
 Suite E  
 Valdosta, GA 31601  
 Phone: (229) 257-0399  
 Fax: (229) 251-2516  
 www.emc-eng.com

## 2021 Hourly Rate Schedule

### ENGINEERING

Senior Principal Engineer	\$200.00/HR
Principal Engineer	\$180.00/HR
Senior Project Manager	\$175.00/HR
Project Manager	\$140.00/HR
Junior Project Manager	\$135.00/HR
Professional Engineer	\$125.00/HR
Senior Design Engineer	\$115.00/HR
Design Engineer	\$110.00/HR
Junior Design Engineer	\$100.00/HR
Senior Engineer Tech	\$90.00/HR
Engineer Tech	\$80.00/HR
Junior Engineer Tech	\$75.00/HR
Senior Landscape Architect (RLA)	\$150.00/HR
Landscape Architect	\$125.00/HR
Junior Landscape Designer	\$100.00/HR
Geotechnical Engineer	\$135.00/HR
Junior Geotechnical Engineer	\$100.00/HR

### SURVEYING

Senior Registered Land Surveyor	\$150.00/HR
Registered Land Surveyor	\$130.00/HR
Land Surveyor	\$110.00/HR
1-Man RLS Surveyor (Field)	\$140.00/HR
1-Man Surveyor (Field)	\$115.00/HR
2-Man Survey Crew	\$140.00/HR
3-Man Survey Crew	\$190.00/HR
UAV Surveyor	\$150.00/HR
Senior Survey Tech	\$95.00/HR
Survey Tech	\$90.00/HR
Junior Survey Tech	\$85.00/HR

### CONSTRUCTION PHASE SERVICES

Construction Manager	\$115.00/HR
Senior Construction Inspector	\$85.00/HR
Construction Inspector	\$75.00/HR
Senior CMT Field Representative	\$65.00/HR
CMT Field Representative Specialty	\$95.00/HR
CMT Field Representative	\$55.00/HR
Junior CMT Field Representative	\$40.00/HR

### ADMINISTRATIVE

Administrative Assistance	\$60.00/HR
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## EMC ENGINEERING SERVICES, INC. GENERAL PROVISIONS

EMC Engineering Services, Inc. (EMC) will provide services in accordance with the scope of services and the following General Provisions:

- 1) EMC agrees to furnish professional engineering and surveying services for the project described in this Agreement (Proposal) and the attachments thereto. Acceptance of this Agreement or proposal constitutes agreement to utilize our services at the rates and charges indicated.
- 2) This agreement envisions that all of the services described herein will be performed by EMC and that there will be no material changes in the work. Should the scope of the project be changed materially, compensation to EMC for professional services shall be subject to renegotiation.
- 3) Compensation to EMC for services provided shall conform to the prevailing hourly rate schedule in effect at the time the services are performed.
- 4) Invoices for our services will be submitted monthly and payable within 30 days after date of invoice. Invoices for Basic Services performed under lump sum agreements will be on a percentage completion basis. Past Due invoices are subject to a service charge of 1½% per month. Unless EMC is notified in writing of any disputed charge within thirty (30) days of the invoice date, the client agrees that the invoice is final and not subject to adjustment. Failure to make payments of any invoices over sixty (60) days past due will result in an immediate "Stop Work" action until the account is brought current, or special arrangements are made in writing. Past due accounts are also subject to further collection procedures, including the filing of a mechanics lien against the property.
- 5) The standard of care for all professional engineering and related services performed or furnished by EMC under this agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. EMC makes no warranties, express or implied, under this Agreement or otherwise, in connection with EMC's services. EMC and its consultants may use or rely upon the design services of others, including, but not limited to, contractors, manufacturers, and suppliers.
- 6) All design documents prepared or furnished by EMC are instruments of service, and EMC retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. These documents are not to be used on other projects or extensions of this project except by written agreement and with appropriate compensation to EMC. Any reuse of documents without specific written verification or adaptation by EMC will be at the client's sole risk and without liability or legal exposure to EMC, and the client agrees to indemnify and hold harmless EMC, its officers, principals, employees and sub-consultants against all claims, damages, losses, and expenses, including attorney's fees, arising out of or resulting from such reuse.
- 7) This agreement may not be transferred or assigned without the written consent of EMC.
- 8) EMC shall not be responsible for any act or omission of any architect, other consultant, contractor, or subcontractors or the agents or employees of any of them nor the acts or omissions of other persons performing any of the work of the project.
- 9) To the fullest extent permitted by law, the Owner and EMC (1) waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project, and (2) agree that EMC's total liability to Owner under this Agreement shall be limited to \$50,000 or the total amount of compensation received by EMC, whichever is greater.
- 10) If EMC and Client become involved in any adverse legal proceedings (whether in a court of law, arbitration, binding mediation or other similar proceeding) for any purposes, then EMC shall be entitled to recover from Client, in addition to all principal and interest amounts due to EMC from Client, all attorneys' fees and expenses, all expert fees, and all other fees and expenses incurred by EMC.
- 11) For projects involving construction phase engineering services, it is agreed that the professional services of EMC are limited to review and observation of the work of the contractor(s) to ascertain that such work substantially conforms to the design intent and the Contract Documents. It is further agreed that the Client will defend, indemnify and hold harmless EMC against any claim or suit whatsoever, including but not limited to all payments, expenses, or costs incurred, arising from or alleged to have arisen from any error or omission in the plans, specifications or Contract Documents. EMC agrees to be responsible for its own or its employee's negligent acts, errors or omissions in the performance of professional services provided by EMC on the project.

EMC shall not at any time supervise, direct, or have control over any contractor's work, nor shall EMC have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, for safety precautions and programs incident to a contractor's work progress, nor any failure of any contractor to comply with laws and regulations applicable to contractor's work.

EMC neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform its work in accordance with the contract between the Owner and such contractor.

**alexander\_leesburg@att.net**

---

**From:** spayne@cityofleesburgga.com  
**Sent:** Thursday, February 25, 2021 10:04 AM  
**To:** Bob Alexander  
**Subject:** Alcohol License Approval

**Importance:** High

Mr. Bob,  
Please add the Local Grocery Store (formerly IGA) to the agenda for alcohol license approval.  
Thanks,

*Sabrina Payne*

Accounts Payable  
Asst. Clerk of Court  
Business License  
Notary Public  
Taxes & Utilities

***City of Leesburg***

PO Box 890  
Leesburg GA 31763  
[spayne@cityofleesburgga.com](mailto:spayne@cityofleesburgga.com)  
Ph (229) 759-6465  
Fax (229) 759-6249



**Home of Luke Bryan, Country Music Star; Buster Posey, San Francisco Giants Catcher MVP 2012; Phillip Phillips, American Idol Winner 2012; Carly Mathis, Miss Georgia 2013**

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# City of Leesburg - General Fund

FY 2021 Budget to Actual Report by line item

FY 2021

Unaudited

		FY 2019 Audited Revenues & Expenditures	FY 2020 Audited Revenues & Expenditures	FY 2021 Approved Budget	Actual Revenues & Expenditures 01/31/2021	Remaining FY 2021 Budget	Percentage of Actuals to Budget Used
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## General Fund Revenue

100 031 31100 31110	REAL PROPERTY-CURRENT YEA	316,147	318,805	339,900	333,967	5,933	98%
100 031 31100 31110	PROPERTY TAX LATE FEES	-					
100 031 31100 31120	REAL PROPERTY-PRIOR YEAR	10,900	12,838				
100 031 31100 31130	PERSONAL PROPERTY-CURRENT	27,990	22,893	24,674	23,538	1,136	95%
100 031 31100 31130	MOTOR VEHICLE	7,716	6,452	4,600	2,633	1,967	57%
100 031 31100 31130	TAVT-LOST/SPLOST AND TRUE UP	130,198	58,218	53,000	54,797	(1,797)	103%
100 031 31100 31130	MOBILE HOME	1,328	979	1,000	676	324	68%
100 031 31100 31130	INTANGIBLES (REG/RECORD)	3,623	4,852	5,000	3,905	1,095	78%
100 031 31100 31140	PERSONAL PROPERTY-PRIOR YR	642	623				
100 031 31100 31160	REAL ESTATE TRANS-Intangible	3,186	1,636	1,833	2,634	(801)	144%
100 031 31100 31170	FRANCHISE TAXES-SEMC	16,720	16,323	16,150		16,150	0%
100 031 31100 31170	ELECTRIC	122,712	122,523	122,523		122,523	0%
100 031 31100 31170	CABLE	27,429	26,049	27,000	12,745	14,255	47%
100 031 31100 31170	TELEPHONE	2,247	1,742	2,300	1,060	1,240	46%
100 031 31300 31300	LOCAL OPTION SALES TAX	437,674	470,383	435,025	372,981	62,044	86%
100 031 31400 31400	BEER SS & USE	59,027	62,265	57,290	40,711	16,579	71%
100 031 31400 31400	WINE SS & USE	1,902	1,856	1,500	1,351	149	90%
100 031 31600 31600	BUSINESS AND OCCUPATION T	27,693	28,988	25,892	15,755	10,137	61%
100 031 31600 31600	INSURANCE PREMIUM TAX	207,571	220,486	220,486	232,582	(12,096)	105%
100 031 31600 31600	FINANCIAL INSTITUTIONS TA	10,689	15,735	15,188	565	14,623	4%
100 031 31900 31900	PENALTY-GENERAL PROPERTY	1,514	2,189	1,900	197	1,703	10%
100 031 31900 31900	FIFA	-	-	-	-	-	-
100 031 31900 31900	OTHER-DELIQUENT TAX SERVI	-	-	-	-	-	-
100 032 32100 32100	BEER	3,300	2,475	3,000	2,063	938	69%
100 032 32100 32100	WINE	3,300	2,475	3,000	2,063	938	69%
100 032 32100 32120	INSURANCE	-	-	-	-	-	-
100 032 32400 32400	BUSINESS LICENSE PENALTY	100	400	250		250	0%
100 033 33100 33115	GEMA PROCEEDS	150,303					
100 033 33400 33410	STATE GOVERNMENT GRANTS	4,000	7,200	-	166,526	(166,526)	
100 033 33600 33600	LEE COUNTY BOARD OF ED (P	157,825	176,079	193,020	93,910	99,110	49%



# City of Leesburg - General Fund

FY 2021 Budget to Actual Report by line item

		FY 2019 Audited Revenues & Expenditures		FY 2020 Audited Revenues & Expenditures		FY 2021 Approved Budget		FY 2021 Unaudited Actual Revenues & Expenditures 01/31/2021		Remaining FY 2021 Budget		Percentage of FY 2021 Actuals to Budget Used	
100	033	33800	33800	1,966	338000	HOUSING AUTHORITY P-I-L-O	2,000	2,000	2,000	2,000	0%		
100	034	34100	341910	54	ELECTION QUALIFYING FEES	486	-	-	-	-			
100	034	34200	342911	588	ACCIDENT REPORT-INDIVIDUA	434	1,080	522	558	558	48%		
100	034	34400	344110	505,594	REFUSE COLLECTION CHARGES	554,126	541,901	338,541	203,361	203,361	62%		
100	034	34900	349300	35	BAD CHECK FEE		-	-	-	-			
100	035	35100	351170	231,173	MUNICIPAL	286,977	275,000	249,938	25,062	25,062	91%		
100	036	36100	361000	1,569	INTEREST	946	1,100	183	917	917	17%		
100	037	37100	371000	8,385	DONATIONS	27	-	-	-	-			
100	037	37100	371310	2,850	TOYS FOR FOSTER CHILDREN	1,479	-	4,061	(4,061)	(4,061)			
100	037	37100	371311	739	EXPLORER PROGRAM DONATION	530	-	1,019	(1,019)	(1,019)			
100	038	38100	381000	-	RENTS AND ROYALTIES	-	5,000	-	5,000	5,000	0%		
100	038	38300	383000	53,738	REIMBURSE FOR DAMAGED PRO	-	-	-	-	-			
100	038	38300	383010	-	INSURANCE PROCEEDS	-	-	-	-	-			
100	038	38900	389000	2,319	OTHER MISCELLANEOUS INCOME	938	-	1,386	(1,386)	(1,386)			
100	038	38900	389003	(5)	CARRYOVER OF FUND BALANCE	(48)	-	2	(2)	(2)			
100	038	38900	389005	-	CASH OVER/SHORT	-	-	-	-	-			
100	039	39100	391100	-	FUND BEGINNING BALANCE	-	100,000	-	100,000	100,000	0%		
100	039	39100	391105	-	PD TOYS FOR FOSTER KIDS	-	-	-	-	-			
100	039	39100	391106	-	PD EXPLORER PROGRAM	-	-	-	-	-			
100	039	39100	391200	300,000	TRANSFER IN-OTHER FUNDS	50,000	100,000	58,333	41,667	41,667	58%		
100	039	39100	391201	60,519	Revenue from Indirect charges	69,360	58,922	34,371	24,551	24,551	58%		
100	039	39200	392100	-	SALE OF ASSETS	-	-	-	-	-			
100	061	61100	612000	-	TRANSFER OUT-OTHER FUNDS	(83,478)	-	(41,689)	41,689	41,689	76%		
<b>Total General Fund Revenue</b>				2,905,259		2,466,242	2,639,534	2,011,326	628,208	628,208			
<b>General Fund Expenditures</b>													
<b>Council / Legislative</b>													
<b>**Department is cost shared w/ Water &amp; Sewer**</b>													
100	100	01100	00051	3,600	511010	MAYOR SALARY	3,600	3,600	3,600	-	100%		
100	100	01100	00051	11,700	511020	COUNCIL SALARY	11,025	11,700	10,800	900	92%		
100	100	01100	00052	-	523710	TRAINING - Mayor	1,000	1,000	1,000	1,000	0%		
100	100	01100	00052	65	523510	TRAVEL-MAYOR	380	1,000	(380)	1,380	-38%		

# City of Leesburg - General Fund

FY 2021 Budget to Actual Report by line item

FY 2021 Unaudited Actual Revenues & Expenditures 01/31/2021 Remaining FY 2021 Budget Budget Used Percentage of Actuals to Budget Used

FY 2019 Audited Revenues & Expenditures FY 2020 Audited Revenues & Expenditures FY 2021 Approved Budget

			FY 2019 Audited Revenues & Expenditures	FY 2020 Audited Revenues & Expenditures	FY 2021 Approved Budget	FY 2021 Unaudited Actual Revenues & Expenditures 01/31/2021	Remaining FY 2021 Budget	Budget Used	Percentage of Actuals to Budget Used		
100	100	01100	00052	523711	TRAINING-POST 1-POWELL	1,653	915	2,275	(205)	2,480	-9%
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		100		100	0%
100	100	01100	00052	523713	TRAINING-POST 3-BUSH	375	625	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	(380)	480	-380%
100	100	01100	00052	523515	TRAVEL-POST 5-SHERMAN	3,777	332	100		100	0%
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	6,518	3,300	834	2,466	25%
100	100	01100	00052	521200	ATTORNEY & LEGAL FEES	32,563	36,610	27,232	14,035	13,197	52%
<b>Subtotal Council/Legislative</b>						<b>76,613</b>	<b>62,993</b>	<b>55,112</b>	<b>28,304</b>	<b>26,808</b>	<b>51%</b>
<b>Administration</b>											
100	100	01500	00051	511100	REGULAR EMPLOYEES	120,922	127,020	128,301	78,221	50,080	61%
100	100	01500	00051	511101	REGULAR EMPLOYEES VAC SELL BACK	1,716	1,863	4,831	1,216	3,615	25%
100	100	01500	00051	511105	PART TIME EMPLOYEES	3,090	4,116	3,315	3,103	212	94%
100	100	01500	00051	511199	LONGEVITY	2,322	2,415	2,415	2,415	-	100%
100	100	01500	00051	511300	OVERTIME	4,834	5,165	7,390	2,379	5,011	32%
100	100	01500	00051	512100	EMPLOYEE GROUP INSURANCE	524	413	13,876	346	13,530	2%
100	100	01500	00051	512200	FICA	10,512	11,094	11,642	6,880	4,763	59%
100	100	01500	00051	512400	RETIREMENT - Pension	8,643	7,820	10,171	5,933	4,238	58%
100	100	01500	00051	512415	457b ER Matching	2,043	2,876	2,901	2,893	9	100%
100	100	01500	00051	512700	WORKERS' COMPENSATION	547	617	623	655	(33)	105%
100	100	01500	00051	512910	VEHICLE ALLOWANCE	5,950	6,000	6,000	3,500	2,500	58%
<b>Total Personnel Costs - Administration</b>						<b>161,102</b>	<b>169,399</b>	<b>191,464</b>	<b>107,540</b>	<b>83,924</b>	<b>56%</b>
100	100	01500	00052	521100	OFFICIAL/ADMINISTRATIVE	23,617	8,275	10,000	10,329	(329)	103%

# City of Leesburg - General Fund

## FY 2021 Budget to Actual Report by line item

FY 2021 Unaudited Actual Revenues & Expenditures 01/31/2021 Remaining FY 2021 Budget Actuals to Budget Used Percentage of

FY 2019 Audited Revenues & Expenditures FY 2020 Audited Revenues & Expenditures FY 2021 Approved Budget

	FY 2019 Audited Revenues & Expenditures	FY 2020 Audited Revenues & Expenditures	FY 2021 Approved Budget	FY 2021 Unaudited Actual Revenues & Expenditures 01/31/2021	Remaining FY 2021 Budget	Actuals to Budget Used	Percentage of
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	78	922	8%	
100 100 01500 00052 521201 COMPUTER SUPPORT FEES	17,723	34,634	20,000	17,150	2,850	86%	
100 100 01500 00052 521220 ENGINEERING FEES	1,710	669	1,000	-	1,000	0%	
100 100 01500 00052 521225 BAD DEBT EXPENSE	-	-	-	-	-	-	-
100 100 01500 00052 521230 AUDITOR FEES	6,929	6,929	7,200	7,380	(180)	103%	
100 100 01500 00052 522210 EQUIPMENT REPAIR & MAINT	-	47	200	21	180	10%	
100 100 01500 00052 522220 BUILDING REPAIR & MAINT	27,986	6,407	5,000	7,435	(2,435)	149%	
100 100 01500 00052 522300 RENTS AND LEASES	3,342	2,159	3,000	1,690	1,310	56%	
100 100 01500 00052 523100 INSURANCE, OTHER THAN EMP	12,507	13,070	14,798	7,896	6,902	53%	
100 100 01500 00052 523200 COMMUNICATIONS	3,759	4,039	3,968	1,692	2,276	43%	
100 100 01500 00052 523210 POSTAGE	2,089	1,852	1,740	1,004	736	58%	
100 100 01500 00052 523300 ADVERTISING	1,082	1,223	1,500	433	1,067	29%	
100 100 01500 00052 523505 TRAVEL-EMPLOYEE	8,277	7,040	1,000	-	1,000	0%	
100 100 01500 00052 523600 DUES AND FEES	12,768	9,268	8,400	5,330	3,070	63%	
100 100 01500 00052 523610 SOUTHWEST GA RDC DUES	3,304	3,333	3,366	2,520	846	75%	
100 100 01500 00052 523700 EDUCATION AND TRAINING	3,218	2,730	1,000	(266)	1,266	-27%	
<b>Total Purchased / Contracted Services</b>	<b>130,191</b>	<b>101,987</b>	<b>83,172</b>	<b>62,690</b>	<b>20,482</b>	<b>75%</b>	
100 100 01500 00053 531230 ELECTRICITY	4,859	5,504	5,675	3,188	2,487	56%	
100 100 01500 00053 531270 GAS & OIL	238	155	300	98	202	33%	
100 100 01500 00053 531300 FOOD / EMPLOYEE APPRECIATION	2,413	2,723	2,000	2,513	(513)	126%	
100 100 01500 00053 531600 SMALL EQUIPMENT	125	500	500	1,440	(940)	288%	
100 100 01500 00053 531700 OFFICE SUPPLIES	8,631	8,450	5,880	3,415	2,465	58%	
100 100 01500 00053 531720 CLEANING/ PAPER SUPPLIES	1,726	1,518	1,400	745	655	53%	
<b>Total Supplies - Administration</b>	<b>17,992</b>	<b>18,351</b>	<b>15,755</b>	<b>11,398</b>	<b>4,357</b>	<b>72%</b>	
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	-	-	-	-	-	-	
<b>Total Capital Outlay - Administration</b>	<b>28,778</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

# City of Leesburg - General Fund

FY 2021 Budget to Actual Report by line item

		FY 2019 Audited		FY 2020 Audited		FY 2021 Approved Budget		FY 2021 Unaudited Actual		Percentage of	
		Revenues & Expenditures		Revenues & Expenditures		Budget		Revenues & Expenditures 01/31/2021		FY 2021 Actuals to Budget Used	
100	100 01500 00057	6,894	25,751	200	200	2,400	800	2,400	800	75%	75%
100	100 01500 00057	3,200	3,204	15,500	15,500	11,625	3,875	11,625	3,875	75%	75%
100	100 01500 00057	15,500	15,500	-	3,500	2,063	1,438	2,063	1,438	72%	72%
100	100 01500 00057	25,594	44,455	22,400	22,400	16,088	6,313	16,088	6,313	72%	72%
<b>Total Other - Administration</b>		<b>363,656</b>	<b>334,191</b>	<b>312,791</b>	<b>312,791</b>	<b>197,716</b>	<b>115,075</b>	<b>197,716</b>	<b>115,075</b>	<b>63%</b>	<b>63%</b>
<b>Subtotal Administration</b>											
<b>Municipal Court</b>											
100	150 01550 00051	5,141	5,373	5,489	5,489	3,152	2,337	3,152	2,337	57%	57%
100	150 01550 00051	393	411	420	420	241	179	241	179	57%	57%
<b>Total Personnel Municipal Court</b>		<b>5,534</b>	<b>5,784</b>	<b>5,909</b>	<b>5,909</b>	<b>3,393</b>	<b>2,516</b>	<b>3,393</b>	<b>2,516</b>	<b>57%</b>	<b>57%</b>
100	150 01550 00052	-	-	-	-	-	-	-	-		
100	150 01550 00052	4,920	6,500	7,830	7,830	2,845	4,985	2,845	4,985	36%	36%
100	150 01550 00052	401	441	366	366	631	(265)	631	(265)	172%	172%
100	150 01550 00052	20,440	19,010	15,000	15,000	12,688	2,313	12,688	2,313	85%	85%
100	150 01550 00052	6,000	4,500	6,000	6,000	3,500	2,500	3,500	2,500	58%	58%
100	150 01550 00052	870	1,629	500	500	100	400	100	400	20%	20%
100	150 01550 00052	651	775	500	500	49,069	25,181	49,069	25,181	66%	66%
100	150 01550 00052	56,740	78,083	74,250	74,250	68,833	35,613	68,833	35,613	66%	66%
<b>Total Purchased / Contracted Services Municipal Court</b>		<b>90,023</b>	<b>110,939</b>	<b>104,446</b>	<b>104,446</b>	<b>68,833</b>	<b>35,613</b>	<b>68,833</b>	<b>35,613</b>	<b>66%</b>	<b>66%</b>
<b>Subtotal Municipal Court</b>		<b>95,557</b>	<b>116,723</b>	<b>#####</b>	<b>#####</b>	<b>72,226</b>	<b>38,129</b>	<b>72,226</b>	<b>38,129</b>	<b>65%</b>	<b>65%</b>
100	250 25100 00057	1,000	1,000	100,000	100,000	510	100,000	510	100,000	1%	1%
<b>Subtotal Contingency Fund</b>		<b>1,000</b>	<b>1,000</b>	<b>100,000</b>	<b>100,000</b>	<b>510</b>	<b>100,000</b>	<b>510</b>	<b>100,000</b>	<b>1%</b>	<b>1%</b>
<b>Planning &amp; Zoning / Code Enforcement</b>											
100	740 07450 00051	5,220	3,930	3,120	3,120	3,120	3,120	3,120	3,120	0%	0%
100	740 07450 00051	395	301	239	239	239	239	239	239	0%	0%
100	740 07450 00051	231	132	136	136	100	36	100	36	73%	73%
<b>Total Personnel Planning &amp; Zoning</b>		<b>5,847</b>	<b>4,363</b>	<b>3,494</b>	<b>3,494</b>	<b>100</b>	<b>3,395</b>	<b>100</b>	<b>3,395</b>	<b>3%</b>	<b>3%</b>
<b>Subtotal Planning &amp; Zoning / Code Enforcement</b>		<b>5,847</b>	<b>4,363</b>	<b>3,494</b>	<b>3,494</b>	<b>100</b>	<b>3,395</b>	<b>100</b>	<b>3,395</b>	<b>3%</b>	<b>3%</b>



# City of Leesburg - General Fund

FY 2021 Budget to Actual Report by line item

FY 2021 Unaudited Actual Revenues & Expenditures 01/31/2021 Remaining FY 2021 Budget Used Percentage of FY 2021 Actuals to Budget Used

FY 2019 Audited Revenues & Expenditures FY 2020 Audited Revenues & Expenditures FY 2021 Approved Budget

Public Safety		FY 2019 Audited Revenues & Expenditures	FY 2020 Audited Revenues & Expenditures	FY 2021 Approved Budget	FY 2021 Unaudited Actual Revenues & Expenditures 01/31/2021	Remaining FY 2021 Budget Used	Percentage of FY 2021 Actuals to Budget Used
100 300 03200 00051	511100 REGULAR EMPLOYEES	531,013	567,445	567,804	344,328	223,476	61%
100 300 03200 00051	511101 REGULAR EMPLOYEES VAC SELL BACK	13,282	12,122	19,920	7,565	12,355	38%
100 300 03200 00051	511105 PART TIME EMPLOYEES	24,481	54,194	58,044	34,477	23,566	59%
100 300 03200 00051	511199 LONGEVITY	8,254	9,960	9,960	9,034	926	91%
100 300 03200 00051	511300 OVERTIME	37,849	23,040	42,566	18,176	24,391	43%
100 300 03200 00051	512100 EMPLOYEE GROUP INSURANCE	112,561	129,000	156,499	86,388	70,112	55%
100 300 03200 00051	512200 FICA	42,957	45,619	53,410	28,661	24,750	54%
100 300 03200 00051	512400 RETIREMENT	35,029	34,828	45,298	26,424	18,874	58%
100 300 03200 00051	512415 457b/poab	2,965	3,415	3,445	1,950	1,495	57%
100 300 03200 00051	512700 WORKERS' COMPENSATION	36,078	27,598	28,098	25,080	3,018	89%
<b>Total Personnel Services Public Safety</b>		<b>844,468</b>	<b>907,221</b>	<b>985,045</b>	<b>582,082</b>	<b>402,963</b>	<b>59%</b>
100 300 03200 00052	521200 ATTORNEY & LEGAL FEES	-	-	-	-	-	-
100 300 03200 00052	521201 COMPUTER SUPPORT FEES	9,721	9,094	9,000	5,893	3,107	65%
100 300 03200 00052	522210 EQUIPMENT REPAIR & MAINT	324	-	1,000	19	981	2%
100 300 03200 00052	522240 TIRES AND TUBES	2,757	2,804	2,500	3,252	(752)	130%
100 300 03200 00052	522250 VEHICLE REPAIR	26,702	24,631	26,800	19,833	6,967	74%
100 300 03200 00052	522260 RADIO MAINTENANCE	4,707	1,230	500	-	500	0%
100 300 03200 00052	523100 INSURANCE, OTHER THAN EMP	11,322	11,915	13,298	7,318	5,980	55%
100 300 03200 00052	523200 COMMUNICATIONS	10,431	23,632	25,251	6,047	19,204	24%
100 300 03200 00052	523300 ADVERTISING	504	-	-	16	-	-
100 300 03200 00052	523505 TRAVEL-EMPLOYEE	1,325	542	500	-	500	0%
100 300 03200 00052	523600 DUES AND FEES	888	745	724	470	254	65%
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	283	217	57%
<b>Total Purchased / Contracted Services Public Safety</b>		<b>70,817</b>	<b>75,646</b>	<b>80,873</b>	<b>43,449</b>	<b>37,440</b>	<b>54%</b>
100 300 03200 00053	531230 ELECTRICITY	6,485	7,104	6,548	4,088	2,460	62%
100 300 03200 00053	531270 GAS & OIL	32,850	30,533	30,888	14,961	15,927	48%
100 300 03200 00053	531600 Small Equipment	-	-	-	-	-	-
100 300 03200 00053	531700 OFFICE SUPPLIES	2,532	2,652	2,500	1,883	617	75%
100 300 03200 00053	531720 CLEANING/ PAPER SUPPLIES	881	1,455	1,420	621	799	44%

# City of Leesburg - General Fund

FY 2021 Budget to Actual Report by line item

		FY 2019 Audited		FY 2020 Audited		FY 2021 Approved Budget		FY 2021 Unaudited Actual		Percentage of FY 2021 Actuals to Budget Used	
		Revenues & Expenditures	Revenues & Expenditures	Revenues & Expenditures	Revenues & Expenditures	Revenues & Expenditures	Revenues & Expenditures	Revenues & Expenditures	Revenues & Expenditures	2021 Budget	2021 Budget
100	300	03200	00053	531780	POLICE SUPPLIES	6,304	16,994	9,200	5,550	3,650	60%
100	300	03200	00053	531781	GREAT PROGRAM	-	-	-	-	-	-
100	300	03200	00053	531782	EXPLORER PROGRAM	973	880	-	643	(643)	-
100	300	03200	00053	531783	LEESBURG/LEE COUNTY FOSTE	2,353	3,829	-	3,033	(3,033)	-
100	300	03200	00053	531790	UNIFORMS	1,691	5,086	4,000	8,395	(4,395)	210%
<b>Total Supplies - Public Safety</b>						<b>54,069</b>	<b>68,532</b>	<b>54,556</b>	<b>39,175</b>	<b>15,381</b>	<b>72%</b>
100	300	03200	00054	542200	CAPITAL OUTLAY-NEW VEHICL	-	-	-	-	-	-
100	300	03200	00054	542300	CAPITAL OUTLAY-FURN/FIXTU	-	-	-	-	-	-
100	300	03200	00054	542400	CAPITAL OUTLAY-COMPUTERS	-	-	-	-	-	-
100	300	03200	00054	542500	CAPITAL OUTLAY-OTHER EQUI	-	-	-	-	-	-
<b>Total Capital Outlays - Public Safety</b>						<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Subtotal Public Safety</b>						<b>969,354</b>	<b>1,051,400</b>	<b>1,120,474</b>	<b>664,706</b>	<b>455,784</b>	<b>59%</b>
<b>Public Works Maintenance</b>											
100	400	04300	00052	522100	Refuge Contract	465,661	470,280	477,000	239,786	237,214	50%
100	400	04300	00052	522101	INERT TRASH REMOVAL	19,814	44,779	21,341	6,460	14,881	30%
<b>Sub Total Sanitation</b>						<b>485,475</b>	<b>515,060</b>	<b>498,341</b>	<b>246,246</b>	<b>252,095</b>	<b>49%</b>
100	400	04600	00051	511100	REGULAR EMPLOYEES	112,218	114,799	125,214	72,648	52,566	58%
100	400	04600	00051	511101	REGULAR EMPLOYEES VAC SELL BACK	2,139	2,970	4,547	1,029	3,519	23%
100	400	04600	00051	511105	Part time	5,961	15,610	24,148	12,917	11,231	53%
100	400	04600	00051	511199	LONGEVITY	1,767	1,977	2,274	1,955	319	86%
100	400	04600	00051	511300	OVERTIME	21,260	18,531	14,058	9,309	4,749	66%
100	400	04600	00051	512100	EMPLOYEE GROUP INSURANCE	16,651	15,419	32,722	10,851	21,872	33%
100	400	04600	00051	512200	FICA	10,321	10,962	12,998	7,022	5,977	54%
100	400	04600	00051	512400	RETIREMENT	9,180	7,801	10,343	6,033	4,310	58%
100	400	04600	00051	512415	479b cont	590	523	965	281	683	29%
100	400	04600	00051	512700	WORKERS' COMPENSATION	14,069	8,339	8,286	7,542	745	91%
<b>Total Personnel Services Public Works</b>						<b>194,157</b>	<b>196,930</b>	<b>235,556</b>	<b>129,587</b>	<b>105,969</b>	<b>55%</b>
100	400	04600	00052	521201	COMPUTER SUPPORT FEES	857	944	1,100	1,100	1,100	0%
100	400	04600	00052	521220	ENGINEERING FEES	7,342	3,512	2,000	1,665	335	83%
100	400	04600	00052	521221	NPDES STORMWATER ANNUAL R	14,504	7,286	8,000	4,500	3,500	56%

# City of Leesburg - General Fund

## FY 2021 Budget to Actual Report by line item

		FY 2019 Audited		FY 2020 Audited		FY 2021 Approved Budget		FY 2021 Unaudited Actual		Percentage of FY 2021 Actuals to Budget Used	
		Revenues & Expenditures	Revenues & Expenditures	Revenues & Expenditures	Revenues & Expenditures	Revenues & Expenditures	Revenues & Expenditures	Revenues & Expenditures	Revenues & Expenditures	2021 Budget	2021 Budget
100	400	04600	00052	522210	EQUIPMENT REPAIR & MAINT	43,503	29,733	23,000	26,740	(3,740)	116%
100	400	04600	00052	522220	BUILDING REPAIR & MAINT	4,012	1,273	2,500	1,265	1,235	51%
100	400	04600	00052	522240	TIRES AND TUBES	3,046	3,355	3,000	550	2,450	18%
100	400	04600	00052	522250	VEHICLE REPAIR	17,459	11,443	13,631	9,567	4,064	70%
100	400	04600	00052	522271	CORRIDOR SIGNS	-	-	-	-	-	-
100	400	04600	00052	522275	CHRISTMAS DECORATIONS	766	1,167	2,000	7,694	(5,694)	385%
100	400	04600	00052	522310	UNIFORMS	7,058	9,847	7,000	5,656	1,344	81%
100	400	04600	00052	522320	EQUIPMENT RENTAL	112	1,804	1,500	-	1,500	0%
100	400	04600	00052	523100	INSURANCE, OTHER THAN EMP	11,322	11,915	13,298	7,318	5,980	55%
100	400	04600	00052	523200	COMMUNICATIONS	2,852	3,861	3,892	2,398	1,494	62%
100	400	04600	00052	523300	ADVERTISING	1,656	770	1,000	-	1,000	0%
100	400	04600	00052	523505	TRAVEL-EMPLOYEE	-	50	500	-	500	0%
100	400	04600	00052	523600	DUES AND FEES	784	653	600	484	116	81%
100	400	04600	00052	521200	ATTORNEY & LEGAL FEES	-	-	-	-	-	-
100	400	04600	00052	523700	EDUCATION AND TRAINING	375	600	500	-	500	0%
<b>Total Purchased / Contracted Services - Public Works</b>		<b>115,649</b>	<b>88,213</b>	<b>83,521</b>	<b>67,837</b>	<b>15,684</b>	<b>15,684</b>	<b>15,684</b>	<b>15,684</b>	<b>15,684</b>	<b>81%</b>
100	400	04600	00053	531230	ELECTRICITY	4,858	5,004	5,230	2,453	2,777	47%
100	400	04600	00053	531750	OTHER SUPPLIES	-	-	-	-	-	-
100	400	04600	00053	531270	GAS & OIL	22,270	15,224	17,000	6,670	10,330	39%
100	400	04600	00053	531280	STREET LIGHTS (POWER)	60,798	60,800	62,112	30,934	31,178	50%
100	400	04600	00053	531700	OFFICE SUPPLIES	631	1,366	1,500	924	576	62%
100	400	04600	00053	531720	CLEANING/ PAPER SUPPLIES	566	1,015	1,372	389	983	28%
100	400	04600	00053	531810	MAINTENANCE SUPPLIES	18,121	12,515	12,225	4,837	7,388	40%
100	400	04600	00053	531820	STREET IMPROVEMENTS	4,727	-	-	-	-	-
100	400	04600	00053	531830	CHEMICALS FOR R/W DITCHES	3,702	-	-	-	-	-
100	400	04600	00053	531840	STREET SIGNS AND MARKINGS	1,868	-	-	-	-	-
100	400	04600	00053	531850	MOSQUITO FOGGER REP/CHEMI	9,294	9,804	10,000	-	10,000	0%
<b>Total Supplies - Public Works</b>		<b>126,836</b>	<b>105,728</b>	<b>109,439</b>	<b>46,206</b>	<b>63,233</b>	<b>63,233</b>	<b>63,233</b>	<b>63,233</b>	<b>63,233</b>	<b>42%</b>
100	400	04600	00054	542200	CAPITAL OUTLAY-NEW VEHICL	-	-	-	-	-	-
100	400	04600	00054	542500	CAPITAL OUTLAY-OTHER EQUI	-	-	-	-	-	-
100	400	04600	00054	542400	CAPITAL OUTLAY-COMPUTERS	-	-	-	-	-	-

# City of Leesburg - General Fund

FY 2021 Budget to Actual Report by line item

FY 2021 Unaudited Actual Revenues & Expenditures 01/31/2021 Remaining FY 2021 Budget Budget Used Percentage of Actuals to Budget Used

Total Capital Outlay - Public Works		FY 2019 Audited Revenues & Expenditures	FY 2020 Audited Revenues & Expenditures	FY 2021 Approved Budget	FY 2021 Actual Revenues & Expenditures 01/31/2021	Remaining FY 2021 Budget	Budget Used	Percentage of Actuals to Budget Used			
Subtotal Public Works Maintenance		922,117	905,930	926,857	489,876	436,981	53%				
<b>Chamber of Commerce</b>											
100	750	07520	00052	523200	COMMUNICATIONS	3,977	4,239	4,215	2,244	1,971	53%
100	750	07520	00052	522220	BUILDING REPAIR & MAINT	506	4,574	1,000	884	116	88%
100	750	07520	00052	521201	COMPUTER SUPPORT FEES	1,020	299	659	775	(116)	118%
100	750	07520	00052	531210	WATER, SEWER, TRASH	258	3,786	276	115	161	42%
100	750	07520	00053	531230	ELECTRICITY	2,982	375	3,500	2,118	1,382	61%
100	750	07520	00053	531720	CLEANING/ PAPER SUPPLIES	942	13,273	800	194	606	24%
Subtotal Chamber of Commerce		9,685	13,273	10,450	6,330	4,120	61%				
<b>Total General Fund Expenses</b>		<b>2,443,827</b>	<b>2,489,873</b>	<b>2,639,534</b>	<b>1,459,768</b>	<b>1,180,292</b>	<b>55%</b>				
<b>General Fund Net Gain / (Loss)</b>		<b>461,432</b>	<b>(23,631)</b>	<b>0</b>	<b>551,558</b>						



# City of Leesburg ~ Water & Sewer Fund

FY 2021 Budget to Actual Report by line item

FY 2021

Unaudited

FY 2019 Audited Revenues & Expenditures  
 FY 2020 Audited Revenues & Expenditures  
 FY 2021 Approved Budget  
 Actual Revenues & Expenditures 01/31/2021  
 Remaining FY 2021 Budget  
 Percentage of FY 2021 Actuals to Budget Used

## WATER AND SEWER FUND REVENUE

505 033	33400	33430	334302	DIRECT CDBG 16P-X-088-	480,000	-	-	-	-	-	-	-
505 034	34400	34420	344210	WATER SALES	463,076	547,585	539,135	323,115	216,020	60%		
505 034	34400	34420	344211	WATER TAP FEES	9,500	18,350	10,000	8,750	1,250	88%		
505 034	34400	34420	344212	RECONNECTION FEE	13,002	5,749	12,510		12,510	0%		
505 034	34400	34420	344213	WATER PENALTY	25,267	20,302	27,000	8,235	18,765	31%		
505 034	34400	34420	344214	WATER FUND BEGINNING BAL		-	230,000		230,000	0%		
505 034	34400	34425	344255	SEWER SALES	446,757	499,990	482,636	303,722	178,914	63%		
505 034	34400	34425	344256	SEWER TAP FEES	6,435	23,595	10,000	8,580	1,420	86%		
505 034	34900	34900	349300	BAD CHECK FEE	910	596	1,500	245	1,255	16%		
505 034	36100	36100	361000	INTEREST	6,376	2,441	5,000	1,747	3,253	35%		
505 038	38300	38300	383010	INSURANCE PROCEEDS	8,280	2,000	-	-	-	-		
505 038	38900	38900	389000	OTHER MISCELLANEOUS INCOME	977	1,542	-	398	(398)	-		
505 038	38900	38900	389005	CASH OVER/SHORT	(68)	-	-	(10)	10	-		
505 039	39100	39100	391200	TRANSFER IN-OTHER FUNDS	-	83,378	-	41,689	(41,689)	-		
505 039	39380	39380	393800	CAPITAL CONTRIBUTIONS	81,400	55,537	-	-	-	-		
505 061	61100	61100	612000	TRANSFER OUT - OTHER FUNDS	(300,000)	-	-	-	-	-		
505 039	39100	39100	391201	Indirect Allocation	(60,519)	(69,360)	(58,922)	(34,371)	(24,551)	58%		
<b>Total Water and Sewer Fund Revenue</b>					<b>1,181,393</b>	<b>1,191,705</b>	<b>1,258,859</b>	<b>662,100</b>	<b>596,759</b>	<b>53%</b>		

## WATER AND SEWER FUND EXPENSES

### SEWER DEPARTMENT

505 400	04330	00051	511100	REGULAR EMPLOYEES	82,220	86,199	85,921	52,155	33,765	61%
505 400	04330	00051	511101	REGULAR EMPLOYEES VAC SELL BACK	1,145	1,330	3,026	746	2,280	25%
505 400	04330	00051	511199	LONGEVITY	1,399	1,473	1,513	1,470	43	97%
505 400	04330	00051	511300	OVERTIME	5,273	5,072	5,534	2,440	3,094	44%
505 400	04330	00051	512100	EMPLOYEE GROUP INSURANCE	4,849	4,762	13,140	3,113	10,027	24%
505 400	04330	00051	512200	FICA	6,642	7,019	7,567	4,383	3,184	58%
505 400	04330	00051	512400	RETIREMENT	5,555	4,958	6,475	3,777	2,698	58%
505 400	04330	00051	512415	457b plan cont	1,100	1,508	1,580	1,484	96	94%
505 400	04330	00051	512700	WORKERS' COMPENSATION	492	1,429	1,425	1,269	156	89%

# City of Leesburg ~ Water & Sewer Fund

## FY 2021 Budget to Actual Report by line item

		FY 2019 Audited Revenues & Expenditures		FY 2020 Audited Revenues & Expenditures		FY 2021 Approved Budget		FY 2021 Unaudited Actual Revenues & Expenditures 01/31/2021		Remaining FY 2021 Budget		Percentage of FY 2021 Actuals to Budget Used	
505	400	04330	00051	512910	VEHICLE ALLOWANCE-CITY MA	2,975	3,000	3,000	1,750	1,250	58%		
<b>Total Personnel Services Sewer</b>						<b>111,650</b>	<b>116,751</b>	<b>129,180</b>	<b>72,587</b>	<b>56,593</b>	<b>56%</b>		
505	400	04330	00052	521100	OFFICIAL/ADMINISTRATIVE	-	-	-	2,677	(2,677)			
505	400	04330	00052	521200	ATTORNEY & LEGAL FEES	-	-	-	-	-			
505	400	04330	00052	521201	COMPUTER SUPPORT FEES	8,080	7,259	7,500	4,859	2,641	65%		
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	3,780	30	99%		
505	400	04330	00052	521250	WATER TESTING	-	-	-	-	-			
505	400	04330	00052	522210	EQUIPMENT REPAIR & MAINT	37,459	22,571	18,000	1,205	16,795	7%		
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	11,892	9,717	55%		
505	400	04330	00052	523200	COMMUNICATIONS	14,005	11,520	11,900	5,178	6,722	44%		
505	400	04330	00052	523210	POSTAGE	-	-	300	-	300	0%		
505	400	04330	00052	523226	WATERSHED MON CONTRACT (T	-	2,200	6,200	1,670	4,530	27%		
505	400	04330	00052	523300	ADVERTISING	48	-	400	288	112	72%		
505	400	04330	00052	523505	TRAVEL-EMPLOYEE	-	-	500	-	500	0%		
505	400	04330	00052	523600	DUES AND FEES	3,488	1,335	1,500	416	1,084	28%		
<b>Total Contracted Services Sewer Dept</b>						<b>86,437</b>	<b>67,797</b>	<b>75,719</b>	<b>32,465</b>	<b>43,254</b>	<b>43%</b>		
505	400	04330	00053	531230	ELECTRICITY-PUMP/LIFT STATIONS	28,596	26,647	22,143	8,568	13,575	39%		
505	400	04330	00053	531270	GAS & OIL	2,534	1,714	1,200	1,939	(739)	162%		
505	400	04330	00053	531600	SMALL EQUIPMENT	-	-	-	-	-			
505	400	04330	00053	531700	OFFICE SUPPLIES	813	829	1,000	695	305	69%		
505	400	04330	00053	531900	SEWER SUPPLIES	2,535	7,358	5,400	5,378	22	100%		
<b>Total Supplies Sewer Dept</b>						<b>34,479</b>	<b>36,547</b>	<b>29,743</b>	<b>16,581</b>	<b>13,162</b>	<b>56%</b>		
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	-	-	-	-	-			
<b>Total Capital Outlay Sewer Dept</b>						<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>			

# City of Leesburg ~ Water & Sewer Fund

FY 2021 Budget to Actual Report by line item

		FY 2019 Audited Revenues & Expenditures	FY 2020 Audited Revenues & Expenditures	FY 2021 Approved Budget	FY 2021 Unaudited Actual Revenues & Expenditures 01/31/2021	Remaining FY 2021 Budget	Percentage of FY 2021 Actuals to Budget Used					
505	400	04330	00056	561000	DEPRECIATION	263,876	260,323	100,000	58,333	41,667	58%	
<b>Total Depreciation Sewer Dept</b>				<b>561,000</b>		<b>263,876</b>	<b>260,323</b>	<b>100,000</b>	<b>58,333</b>	<b>41,667</b>	<b>58%</b>	
505	400	04330	00057	579000	CONTENGIENCY	6,748	-	25,000	-	25,000	0%	
<b>Total Other Costs Sewer Dept</b>				<b>579,000</b>		<b>6,748</b>	<b>-</b>	<b>25,000</b>	<b>-</b>	<b>25,000</b>	<b>0%</b>	
505	400	04330	00058	581301	GEFA DWSRF 11-015	7,145	6,714	6,275	540	5,735	9%	
505	400	04330	00058	582000	INTEREST PAID ON NOTES	-	-	-	-	-	-	
<b>Total Debt Service Sewer Dept</b>				<b>581,301</b>		<b>7,145</b>	<b>6,714</b>	<b>6,275</b>	<b>540</b>	<b>5,735</b>	<b>9%</b>	
<b>Subtotal Sewer Department</b>				<b>510,334</b>		<b>510,334</b>	<b>488,132</b>	<b>365,917</b>	<b>180,506</b>	<b>185,412</b>	<b>49%</b>	
<b>SEWAGE TREATMENT PLANT</b>												
505	400	04335	00051	511100	REGULAR EMPLOYEES	68,910	75,959	73,976	47,076	26,900	64%	
505	400	04335	00051	511101	REGULAR EMPLOYEES VAC SELL BACK	445	488	2,785	488	2,297	18%	
505	400	04335	00051	511199	LONGEVITY	1,316	1,393	1,393	1,393	-	100%	
505	400	04335	00051	511300	OVERTIME	11,976	13,085	11,097	8,122	2,975	73%	
505	400	04335	00051	512100	EMPLOYEE GROUP INSURANCE	936	410	12,957	374	12,583	3%	
505	400	04335	00051	512200	FICA	6,421	6,888	6,822	4,327	2,495	63%	
505	400	04335	00051	512400	RETIREMENT- Pension	5,058	4,882	6,350	3,704	2,646	58%	
505	400	04335	00051	512415	457b plan cont	384	384	384	224	160	58%	
505	400	04335	00051	512700	WORKERS' COMPENSATION	294	1,887	1,298	1,115	183	86%	
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	35,293	35,000	15,281	19,719	44%	
505	400	04335	00052	522250	VEHICLE REPAIR	987	1,299	1,000	245	755	24%	
505	400	04335	00052	522310	UNIFORMS	822	495	800	295	505	37%	
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	180	820	18%	
505	400	04335	00053	531230	Electricity	46,195	48,592	50,935	22,815	28,120	45%	
505	400	04335	00053	531701	Other Supplies	1,884	895	800	446	354	56%	
505	400	04335	00053	531885	Chemicals for Plant	21,049	32,873	30,000	8,272	21,728	28%	
505	400	04335	00052	522200	WWTF Repairs & Maintenance	24,939	13,860	17,000	4,220	12,780	25%	
505	400	04335	00054	542200	TRUCKS AND AUTOS	-	-	-	-	-	-	
505	400	04335	00054	542500	OTHER CAPITAL	-	-	-	-	-	-	

# City of Leesburg ~ Water & Sewer Fund

FY 2021 Budget to Actual Report by line item

FY 2021  
Unaudited  
Actual  
Revenues &  
Expenditures  
01/31/2021

FY 2019  
Audited  
Revenues &  
Expenditures

FY 2020  
Audited  
Revenues &  
Expenditures

FY 2021  
Approved  
Budget

Remaining  
FY 2021  
Budget

Percentage  
of FY 2021  
Actuals to  
Budget Used

Total Sewage Treatment Plant		240,606	245,035	266,797	118,577	148,219	44%				
Subtotal Sewage Treatment Plant		240,606	245,035	266,797	118,577	148,219	44%				
<b>Water Department</b>											
505	400	04400	00051	511100	REGULAR EMPLOYEES	121,628	133,071	137,939	83,081	54,858	60%
505	400	04400	00051	511101	REGULAR EMPLOYEES VAC SELL BACK	1,735	2,117	4,741	1,098	3,642	23%
505	400	04400	00051	511199	LONGEVITY	2,123	2,264	2,370	2,256	114	95%
505	400	04400	00051	511300	OVERTIME	13,027	12,491	11,373	6,555	4,818	58%
505	400	04400	00051	512100	EMPLOYEE GROUP INSURANCE	11,213	11,027	25,477	7,276	18,200	29%
505	400	04400	00051	512200	FICA	10,558	11,195	12,188	7,037	5,151	58%
505	400	04400	00051	512400	RETIREMENT	11,699	16,405	10,378	6,054	4,324	58%
505	400	04400	00051	512415	457b plan cont	1,328	1,721	1,892	1,603	289	85%
505	400	04400	00051	512700	WORKERS' COMPENSATION	1,198	3,618	3,604	3,115	489	86%
505	400	04400	00051	512910	VEHICLE ALLOWANCE	2,975	3,000	3,000	1,750	1,250	58%
<b>Total Personal Services Water Dept</b>		<b>177,485</b>	<b>196,911</b>	<b>212,961</b>	<b>119,825</b>	<b>93,136</b>	<b>56%</b>				
505	400	04400	00052	521100	OFFICIAL/ADMINISTRATIVE	-	-	-	2,677	(2,677)	
505	400	04400	00052	521200	ATTORNEY & LEGAL FEES	-	-	200	200	0	0%
505	400	04400	00052	521201	COMPUTER SUPPORT FEES	7,900	7,042	7,000	4,759	2,241	68%
505	400	04400	00052	521220	ENGINEERING FEES	1,800	2,973	3,000	3,000	0	0%
505	400	04400	00052	521230	AUDITOR FEES	6,422	6,422	6,391	6,840	(449)	107%
505	400	04400	00052	521250	WATER TESTING	1,954	5,414	3,500	1,754	1,746	50%
505	400	04400	00052	522210	EQUIPMENT REPAIR & MAINT	16,929	3,694	2,000	433	1,567	22%
505	400	04400	00052	522220	BUILDING REPAIR & MAINT	2,800	2,500	1,000	1,000	0	
505	400	04400	00052	522240	TIRES AND TUBES	-	-	-	-	-	
505	400	04400	00052	522250	VEHICLE REPAIR	802	-	500	-	500	
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	12,892	8,717	60%
505	400	04400	00052	523200	COMMUNICATIONS	9,376	9,160	9,720	2,914	6,806	30%

# City of Leesburg ~ Water & Sewer Fund

## FY 2021 Budget to Actual Report by line item

	FY 2019 Audited Revenues & Expenditures		FY 2020 Audited Revenues & Expenditures		FY 2021 Approved Budget		FY 2021 Unaudited Actual Revenues & Expenditures 01/31/2021		Percentage of FY 2021 Actuals to Budget Used	
505 400 04400 00052 523210 POSTAGE	102	93	400	47	353	12%				
505 400 04400 00052 523300 ADVERTISING	516	360	600	152	448	25%				
505 400 04400 00052 523505 TRAVEL-EMPLOYEE	3,134	1,514	500	(760)	1,260	-152%				
505 400 04400 00052 523600 DUES AND FEES	3,427	1,304	1,400	377	1,023	27%				
<b>Total Contracted Services Water Dept</b>	<b>73,561</b>	<b>59,838</b>	<b>57,820</b>	<b>32,085</b>	<b>25,735</b>	<b>55%</b>				
505 400 04400 00053 531230 ELECTRICITY-WELLS	19,351	22,169	24,104	11,492	12,612	48%				
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	471	1,029	31%				
505 400 04400 00053 531870 WATER SUPPLIES	11,078	10,429	20,000	12,747	7,253	64%				
505 400 04400 00053 531885 CHEMICALS	4,761	5,178	7,000	3,322	3,679	47%				
<b>Total Supplies Water Dept</b>	<b>35,967</b>	<b>38,530</b>	<b>53,104</b>	<b>28,032</b>	<b>25,072</b>	<b>53%</b>				
505 400 04400 00054 542200 CAPITAL OUTLAY-NEW VEHICL	-	-	-	-	-	-				
505 400 04400 00054 542500 CAPITAL OUTLAY-OTHER EQUI	-	-	-	-	-	-				
505 400 04400 00054 542533 WATER TANK MAINTENANCE	-	43,129	43,129	-	43,129	0%				
505 400 04400 00054 542534 WATER LINE IMPROVEMENTS	-	-	-	-	-	-				
<b>Total Capital Outlays Water Dept</b>	<b>-</b>	<b>43,129</b>	<b>43,129</b>	<b>-</b>	<b>43,129</b>	<b>0%</b>				
505 400 04400 00056 561000 DEPRECIATION	100,000	100,000	100,000	58,333	41,667	58%				
<b>Total Depreciation Water Dept</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>58,333</b>	<b>41,667</b>	<b>58%</b>				
505 400 04400 00057 579000 CONTINGENCY	-	-	25,000	104	24,897	0%				
505 061 61100 61100 612000 TRANSFER OUT - OTHER FUNDS	-	50,000	100,000	58,333	41,667	-				
<b>Total Other Costs Water Dept</b>	<b>-</b>	<b>50,000</b>	<b>125,000</b>	<b>58,437</b>	<b>66,563</b>	<b>47%</b>				
505 400 04400 00058 582000 INTEREST PAID ON NOTES	40,970	38,345	34,131	3,319	30,812	10%				
<b>Total Water Dept Debt Service</b>	<b>40,970</b>	<b>38,345</b>	<b>34,131</b>	<b>3,319</b>	<b>30,812</b>	<b>10%</b>				
<b>Subtotal Water Department</b>	<b>427,982</b>	<b>526,753</b>	<b>626,145</b>	<b>300,031</b>	<b>326,114</b>	<b>48%</b>				



# City of Leesburg ~ Water & Sewer Fund

FY 2021 Budget to Actual Report by line item

	FY 2019	FY 2020	FY 2021	FY 2021	Percentage
	Audited Revenues & Expenditures	Audited Revenues & Expenditures	Approved Budget	Unaudited Actual Revenues & Expenditures 01/31/2021	of FY 2021 Actuals to Budget Used
<b>Total Water and Sewer Expenses</b>	<b>1,178,923</b>	<b>1,259,921</b>	<b>1,258,859</b>	<b>599,114</b>	<b>48%</b>
<b>Water and Sewer Net Gain / Loss</b>	<b>2,471</b>	<b>(68,216)</b>	<b>(0)</b>	<b>62,986</b>	
Plus Unfunded Depreciation	363,876	360,323	200,000	116,667	
Less Principal Debt Reduction	162,919	193,236	182,161	28,628	
Less Other investment in capital					
Less Operational Transfer to General Fund	-		-	-	
<b>Net affect on Cash Reserves increase / (decrease)</b>	<b>203,428</b>	<b>98,871</b>	<b>17,839</b>	<b>151,024</b>	



## NOTICE OF PUBLIC HEARING CONDITIONAL USE APPLICATION

**Eshonda Blue (Z21-001):** has submitted an application to the Lee County Planning Commission requesting a conditional use for a six-resident group home. The property owner is William R. Nessola and the applicant is Eshonda Blue. The property is zoned R-1 (Single-Family Residential District) and is located at 160 Walnut Avenue South, Land lot 77, 2nd Land District, Lee County, Georgia within the City of Leesburg.

The Lee County Planning Commission will conduct a public hearing on the zoning request on **Thursday, March 4, 2021 at 6:00 p.m.** at the T. Page Tharp Governmental Building, Opal Cannon Auditorium, 102 Starksville Avenue North, Leesburg, GA. The Planning Commission will forward its recommendation to the Leesburg City Council.

The Leesburg City Council will conduct a public hearing and final vote on **Tuesday, April 6, 2021 at 6:00 p.m.** at City Hall, 107 Walnut Avenue North, Leesburg, GA.

Persons with special needs relating to handicapped accessibility or foreign language interpretation should contact the ADA Coordinator at (229) 759-6000 or through the Georgia Relay Service (800) 255-0056 (TDD) or (800) 355-0135 (voice). This person can be contacted at the T. Page Tharp Building in Leesburg, Georgia between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday, except holidays, and will assist citizens with special needs given proper notice of seven (7) working days. The meeting rooms and buildings are handicap accessible.

Meetings of the Planning Commission and the Board of Commissioners are open to the public. Georgia law requires that all parties who have made campaign contributions to any member of the Board of Commissioners in excess of two hundred fifty dollars (\$250) within two (2) years immediately preceding the filing of this request, and who desire to appear at the public hearing in opposition to the application, shall, at least five (5) days prior to the public hearing, file a campaign contribution report with the Lee County Planning Commission.

Persons with special needs relating to handicapped accessibility or foreign language interpretation should contact the ADA Coordinator at (229) 759-6000 or through the Georgia Relay Service (800) 255-0056 (TDD) or (800) 355-0135 (voice). This person can be contacted at the T. Page Tharp Building in Leesburg, Georgia between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday, except holidays, and will assist citizens with special needs given proper notice of seven (7) working days. The meeting rooms and buildings are handicap accessible.



# LEE COUNTY

Life works well here.

## ***Lee County / Leesburg / Smithville Planning Commission***

CHRIS GUARNIERI, CHAIRMAN      CLAY GRIFFITH, VICE CHAIRMAN  
CHAD ARNOLD, DARREL FINNICUM, JIM QUINN, JASON SHEFFIELD, RICKY WATERS

Georgia law requires that all parties who have made campaign contributions to any member of the Lee County Board of Commissioners, Leesburg City Council or Smithville City Council, in excess of two hundred fifty dollars (\$250) within two years immediately preceding the filing of this request, and who desire to appear at the public hearing in opposition to the application shall at least five days prior to the public hearing file a campaign contribution report with the Lee County/Leesburg/Smithville Planning Commission.

### **AGENDA**

**March 4, 2021**

**T. Page Tharp Governmental Building  
Opal Cannon Auditorium  
6:00 P.M.**

- I. **CALL MEETING TO ORDER**
- II. **READING OF GEORGIA LAW REGARDING CAMPAIGN CONTRIBUTIONS**
- III. **APPROVAL OF MINUTES – February 4, 2021**
- IV. **NEW BUSINESS**

#### **COUNTY LAND USE APPLICATION**

- **Mark Reese (Z21-002)**: has submitted an application to the Lee County Planning Commission requesting to re-zone a total of 9.710 acres from I-2 (Heavy-Industrial District) to R-1 (Single-Family Residential District). The property owner is Mark Reese. Parcel numbers 169246022 and 169267007 of land being part of Land Lots 246 and 267 of the Second Land District, Lee County, Georgia.

The Lee County Planning Commission will conduct a public hearing on the zoning request on **Thursday, March 4, 2021 at 6:00 p.m.** at the T. Page Tharp Governmental Building, Opal Cannon Auditorium, 102 Starksville Avenue North, Leesburg, GA. The Planning Commission will forward its recommendation to the Lee County Board of Commissioners.

The Lee County Board of Commissioners will conduct a public hearing on **Tuesday, March 9, 2021 at 6:00 p.m.** with a final vote on **Tuesday, March 23, 2021 at 6:00 p.m.** at the T. Page Tharp Governmental Building, Opal Cannon Auditorium, 102 Starksville Avenue North, Leesburg, GA.

#### **CONDITIONAL USE APPLICATION**

- **Eshonda Blue (Z21-001)**: has submitted an application to the Lee County Planning Commission requesting a conditional use for a six-resident group home. The property owner is William R. Nessola and the applicant is Eshonda Blue. The property is zoned R-1 (Single-Family Residential District) and is located at 160 Walnut Avenue South, Land lot 77, 2nd Land District, Lee County, Georgia within the City of Leesburg.





The Lee County Planning Commission will conduct a public hearing on the zoning request on **Thursday, March 4, 2021 at 6:00 p.m.** at the T. Page Tharp Governmental Building, Opal Cannon Auditorium, 102 Starksville Avenue North, Leesburg, GA. The Planning Commission will forward its recommendation to the Leesburg City Council.

The Leesburg City Council will conduct a public hearing and final vote on **Tuesday, April 6, 2021 at 6:00 p.m.** at City Hall, 107 Walnut Avenue North, Leesburg, GA.

Persons with special needs relating to handicapped accessibility or foreign language interpretation should contact the ADA Coordinator at (229) 759-6000 or through the Georgia Relay Service (800) 255-0056 (TDD) or (800) 355-0135 (voice). This person can be contacted at the T. Page Tharp Building in Leesburg, Georgia between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday, except holidays, and will assist citizens with special needs given proper notice of seven (7) working days. The meeting rooms and buildings are handicap accessible.

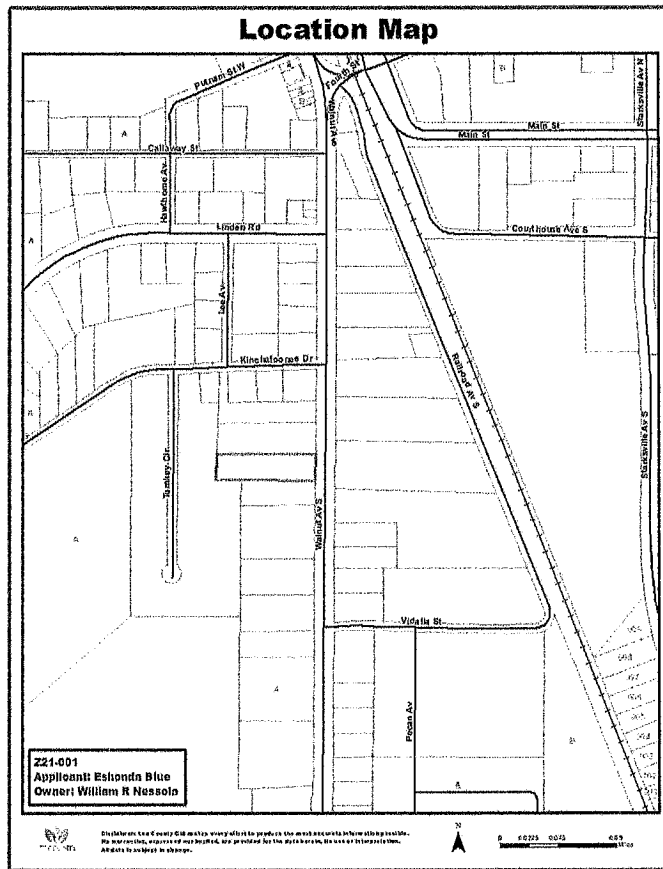
**V. OLD BUSINESS**

**VI. ADJOURNMENT**

**Agenda Subject to Change**

Persons with special needs relating to handicapped accessibility or foreign language interpretation should contact the ADA Coordinator at (229) 759-6000 or through the Georgia Relay Service (800) 255-0056 (TDD) or (800) 355-0135 (voice). This person can be contacted at the T. Page Tharp Building in Leesburg, Georgia between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday, except holidays, and will assist citizens with special needs given proper notice of seven (7) working days. The meeting rooms and buildings are handicap accessible.

**STAFF ANALYSIS AND REPORT  
CONDITIONAL USE APPLICATION Z21-001**



**APPLICANT:** Eshonda Blue/Blue Wright Opportunity Zone Holdings, LLC

**OWNER:** William R. Nessola

**PROPERTY LOCATION:** 160 Walnut Ave S Leesburg, Georgia 31763, Lee County

**CURRENT ZONING/USE:** R-1 (Single Family-Residential District)  
Single Family Residential Neighborhood

**PROPOSED USE:** Group Home for 6 Elderly Residents

**MEETING INFORMATION:**  
102 Starkville Avenue N, Opal Cannon Auditorium, Leesburg, GA  
Planning Commission: Thursday, March 4, 2021 at 6:00 P.M.  
City of Leesburg, 107 Walnut Ave N, Leesburg, GA  
Public Hearing/Final Vote: Tuesday, April 6, 2021 at 6:00 P.M.

**RECOMMENDATION:** Conditional Approval

## **BASIC INFORMATION**

Eshonda Blue, (Purchaser and Partner of Blue Wright Opportunity Zone Holdings, LLC) has submitted an application to the Lee County, Leesburg and Smithville Planning Commission, requesting a Conditional Use permit to operate a group (personal care home) for six residents (senior citizens) in the R-1 (Single-Family Residential District). The property is located at 160 Walnut Avenue S, Leesburg, Georgia.

Group homes must be licensed by the appropriate state agency, and must have a conditional use permit granted by the City of Leesburg, prior to opening. Licensing will be determined by the Georgia Department of Community Health, which regulates the operation of personal care homes, defined as "any dwelling, whether operated for profit or not, which undertakes through its ownership or management to provide or arrange for the provision of housing, food service, and one or more personal services for two or more adults who are not related to the owner or administrator by blood or marriage."

According to Leesburg's Code of Ordinances, "a group home is a residential use (home) of a property for the care of individuals in the home environment which have mental and/or developmental disabilities or individuals who will benefit socially from living in a group environment. All group homes must be licensed by the appropriate state agency and must have a conditional use permit granted by the City of Leesburg prior to opening."

## **EVALUATION based on Appendix A-Zoning, Article III, Section 3.14 Conditional Uses**

**Conditional use:** A use, which within certain districts specified by this chapter is not permitted as a matter of right, but may be permitted within these districts by the city council, after the planning commission has:

- (1) Reviewed the proposed site plans for the use, its arrangement and design, its relationship to neighboring property and other conditions peculiar to the particular proposal which would determine its desirability or undesirability; and
- (2) Has found the proposal not to be contrary to the intent of this chapter. All conditional use applications will follow the same public notice, public hearing and review process as any application for rezoning.

## **Conditional Use Review Criteria**

### **The proposed use shall not be contrary to the purpose of the Zoning Ordinance**

Subject property is zoned R-1 (Single-Family Residential District) and developed for single family residential uses. The existing home is part of an established, stable neighborhood primarily consisting of mid-century homes. Group homes are allowed in the R-1 (Single-Family Residential District), pending approval for a conditional use permit.

The proposed use as a group home (*personal care home for six senior citizens*) could be a compatible use to neighboring homes. The 1,938 square foot home contains three bedrooms

and two bathrooms; each bedroom will be shared by two residents. The rear of the parcel abuts the Housing Authority and Cheshire Park. The home will provide residential services where clients will live with 24 hour supervision.

Group homes require one parking space per 2 beds and one space per employee on shift of greatest employment (6 beds = 3 + 1 employee = 4), four parking spaces are required.

The R-1 (Single-Family Residential District) is composed of certain areas having a single-family residential character and undeveloped land where it is desirable and likely that similar development will occur. This district is characterized by medium density residential development. The specific purpose of this district is to:

- (1) Encourage the construction and continued use of the land for single-family dwellings;
- (2) Prohibit business, commercial or industrial use of the land, and to prohibit any other use which would substantially interfere with development or maintenance of single-family dwellings in the district;
- (3) Encourage the discontinuance of existing uses that would not be permitted as new uses under the provisions of these regulations;
- (4) Discourage any land use that would generate traffic on minor or local streets, other than normal traffic to serve residences on those streets;
- (5) Discourage any use which, because of its size or character would create requirements and costs for public services such as fire and police protection, water supply and sewerage substantially in excess of such requirements and costs if the district were developed solely for residential purposes.

The proposed group home is consistent with Leesburg's Zoning Ordinance and the intent of the R-1 Zoning Districts.

**The proposed use shall not be detrimental to the use or development of adjacent properties or the general neighborhood nor affect adversely the health and safety of residents and workers.**

The proposed use of a group home for six residents and a caregiver, in the existing single-family home, should be compatible with the existing neighborhood. Subject property is located in a built-out residential subdivision of single family homes along Walnut Ave.

Health and safety policies required by the Georgia Department of Community Health for an approved license will be implemented and monitored. There should be no adverse effects to adjacent properties, to the neighborhood or to residents and staff of the group home.

**The proposed use shall not constitute a nuisance or hazard because of the number of persons who will attend or use such facility, vehicular movement, noise or fume generation, or type of physical activity.**

Impact on Transportation Network: Staff estimates that the impact of the group home on the surrounding transportation network would be as follows:

Georgia Department of Transportation 's 2019 traffic count identified 9,800 vehicles on Walnut Avenue S, which has a capacity of 14,000 vehicles. According to Trip Generation, 10th Edition, ITE, 2018, an assisted living single-family dwelling could generate 2.60 weekday trips per bed.

Based on this estimate, six beds could generate approximately 15.60 daily weekday trips; a single-family home could generate 9.44 weekday trips. The group home should not impact traffic flow on Walnut Ave. A group home for six residents and requisite staff should not constitute a nuisance or hazard, as it will be operating in a similar manner to a single family home. Traffic generation of staff should simulate daily, weekday trips of adjacent single family homes- staff arriving and leaving for work shifts- similar to neighbors leaving for and returning from work. There should be no adverse effects to the adjacent properties.

**The proposed use shall not be affected adversely by the existing uses; and the proposed use will be placed on a lot of sufficient size to satisfy the space requirements of said use.**

The personal care home is a similar use, to adjacent single family homes, and is sited on a residential lot, adequate in size to support the use.

**The parking and all development standards set forth for each particular use for which a permit may be granted have been met**

Four off-street parking spaces are required to meet Leesburg Code of Ordinances for off-street parking for senior citizen homes.

### **Planning Considerations**

In 2018, the Planning Commission requested staff research and draft a Text Amendment related to Community Residence requirements, in an effort to address the regulations of non-traditional living arrangements, in existing single-family residential neighborhoods, as well as in other zoning districts throughout the community. This action occurred in response to concerns, that these types of living arrangements could impact the residential character of the neighborhoods, in which they are located. The text amendment was designed to help protect the character and stability of the county's neighborhoods, while also maintaining a non-institutional setting for this type of housing, and compliance with the Fair Housing Act.

According to Georgia Department of Community Health (DCH) Licensing and Regulations, community residences may include Family Personal Care Homes of 2-6 residents; Group Personal Care Homes of 7-15 residents and Congregate Personal Care Homes of 16+ residents; Child Caring Institutions (Child-Welfare facilities); Recovery Residences, Transitional Housing, Structural Housing, Rooming, Lodging or Boarding houses.

Staff prepared text amendments, which incorporated several changes including:

- Community Residence Requirements including application, occupancy, parking, distance separation, designation of agent, site plan, floor plan, construction/modification building plans and improvements, etc.
- Definitions of community residences according to DCH regulations
- Deletion of current definitions so personal care homes, group homes and halfway houses
- Permitted and Conditional Uses of community residences in Zoning Districts

Lee County adopted the ordinance revisions. The Cities of Leesburg and Smithville have not revised their ordinances.

Currently, the Leesburg Zoning Ordinance allows personal care homes, group homes and halfway houses after conditional use approval, in residential zoning districts.

#### **STAFF RECOMMENDATION**

Based on the review criteria, the proposed group home should not be detrimental to the health, safety and general welfare of the city. However, staff recommends the proposed use be subject to the Community Residence Text Amendments adopted by Lee County (attached); specifically, the following sections:

**Personal care home:** A building or buildings in which housing, meals and 24 hour continuous watchful oversight for 2 or more adults are provided and which facility is licensed or permitted as a personal care home by the State of Georgia. The term "personal care home" shall not include a child caring institution, transitional housing, or a rehabilitation housing facility, a rooming house, a boarding house, or any other facility which provides residential services for federal, state, or local correctional institutions. A personal care home includes a community living arrangement, which is an establishment licensed by the state which undertakes, through their ownership or management, to provide or arrange for the provision of daily personal services, care, or treatment for 2 or more adults who are not related to the owner or administrator and whose residential services are financially supported, in whole or in part, by funds designated to the Department of Behavioral Health and Developmental Disabilities. The term also includes memory care units which provide memory care services in a secure environment. There are three types of personal care homes; however, the subject property and proposed use meets the definition of a family personal care home.

**Family personal care home:** a personal care home of any family-type residence, which is non-institutional in character, and which offers care for 2 to 6 adults; relating to conditional uses in R-1 (Single-Family Residential) is hereby amended by deleting "group homes" and "halfway houses" and adding to such conditional uses "family personal care home (5-6 residents)".

Community Residences: Personal Care Home off-street parking requirements 1/each 2 beds + 1/employee on shift of greatest employment or State License requirements, whichever requires more parking spaces. The proposed use is consistent with the family personal care home definition.

Four off-street parking spaces are required to meet Leesburg Code of Ordinances. Every parking space shall measure not less than nine feet in width, measured perpendicularly between parking stripes and not less than 18 feet in length. Comply with Community Residence Ordinance.

201-001



LEE COUNTY  
CITY OF LEESBURG  
CITY OF SMITHVILLE

CONDITIONAL USE APPLICATION

OWNER William R Nessola  
ADDRESS 202 Valley Ridge Ln, Jacksonville, NC 28540

DAYTIME PHONE # 910-381-1843 EMAIL: william.nessola@gmail.com

ADDRESS OR LOCATION OF PROPERTY 160 Walnut Ave S

In order that the general health, safety and welfare of the citizens may be preserved, and substantial justice maintained, I (We) the undersigned request in connection with the property hereinafter described

Present Zoning R-1 Present Use of Property Single Family

077 Land Lot Number 02 Land District                      # of Acres

The subject property is described as follows.

A home in great condition in which the buyer wants to maintain a license 6 elderly resident group home

Why are you requesting a conditional use?

We would like to have a group home for 6 elderly residents We have done this in multiple cities and have had great success in being a great neighbor in the community Leesburg is in need of this service and we are here to serve the community

ALSO ATTACH (1 copy of each)                      Plat of property, including vicinity map (both plat sizes: 8 1/2 x 11 and 11 x 17)  
                     Legal description Containing Metes and Bounds

I hereby certify that I am the owner and/or legal agent of the owner, in fee simple of the above-described property

WITNESS

Jamye Cobb  
dotloop verified  
02/10/21 11:49 AM EST  
Y55Y-RP3W-IVQU-6V0E

NER

William Nessola  
dotloop verified  
02/10/21 11:54 AM EST  
YA9F-BTCD-RIAS-NXK1

DATE 02/10/2021

DATE 02/10/2021

Application Fee: \$375 CK# 1262 Date Paid: 2/10/2021 Received by: Shelley Shelton

In my absence, I authorize the person named below to act as the applicant in the pursuit of action for the application.

Applicant Name Eshonda Blue (Buyer and partner of Blue Wright Opportunity Zone Holdings LLC)

Address 721 Felder St., Americus, GA 31709

Phone # 229-942-1671 Email: blue-wright@innovativecaregiving.com





Date. February 10, 2020

Re 160 Walnut Ave S  
Leesburg, GA

The plan for the above-mentioned property is a licensed Residential Personal Care Home that will allow up to 6 residents to live in the community. Resident type includes Seniors or Individuals with Disabilities. The number of employees on site always will be at least 1 employee. The number of total jobs created will include 4 to 6 total jobs. There will be no signage to make it feel like it is a commercial property that would be detrimental to the neighborhood. The existing parking area beside and behind the home is adequate for the proposed property use. Leesburg code reads that group home is a residential use of property for care of individuals who will benefit socially living in a group environment and this could not be truer for our residents.

If you have any questions, please contact me at (229) 942-1671 or email me at [bluewright@innovativecaregiving.com](mailto:bluewright@innovativecaregiving.com).

Sincerely,

Eshonda Blue, RN, CEO  
Innovative Senior Solutions



# Innovative Senior Solutions

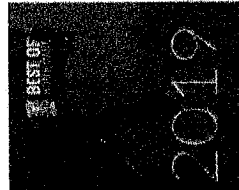
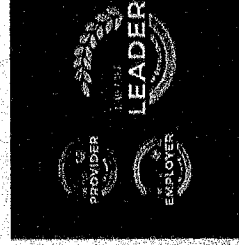
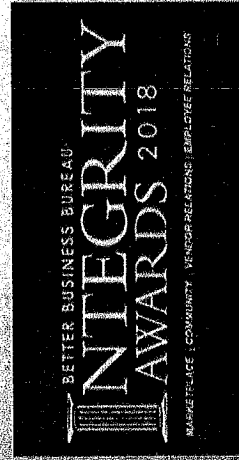
Transforming the Care Experience

Senior Care Network

*"One of the very best home care providers in the nation."*  
-Forrester's Voice



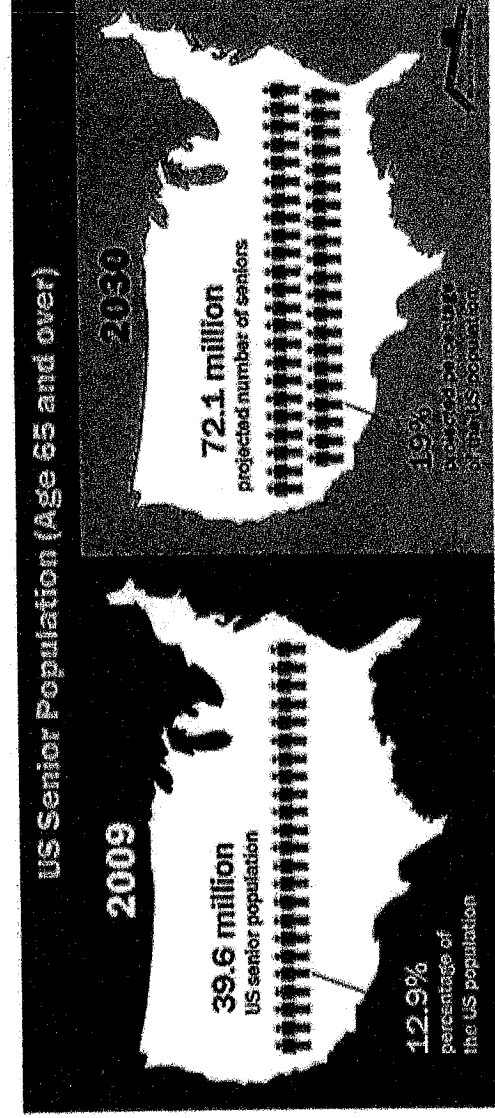
**TRUSTED  
PROVIDER**  
HOME CARE PULSE CERTIFIED



229-928-3673 • 866-928-3670 • [InnovativeSeniorSolutions.com](http://InnovativeSeniorSolutions.com)

# Senior Statistics

- Everyday, over 1 million people in the U.S. turn age 65.
  - In Georgia, 10,000 individuals turn 65 daily.
- Growth: Senior population is expected to double.
- Fun Fact: If all U.S. seniors held hands, they would wrap around the world twice.
- Challenges and Opportunity: 75 percent increase in the number of Seniors needing *senior care solutions*.



# Benefits of Community Care

- States are committed to provide quality care for older adults
- 85% of Seniors desire to stay in their home and community
- States are keenly interested in finding strategies that help keep older, rural seniors safely in their home in the communities

\*Reference

*Toolkit: Strategies to Support Older Adults Aging in Place in Rural Areas*

**Meeting Senior Care Needs Every Step of the Way**

# Personal Care Home

- 6 Individuals
- Seniors and Disabled
- Supervised at all times
- Attend Adult Day Center Monday thru Friday  
8:00 am to 4:00 pm



***Meeting Senior Care Needs Every Step of the  
Way***

# Benefits to Community

- Partner with local Entrepreneur
- Create jobs: 4 to 5
- Senior options to stay in the community



*Meeting Senior Care Needs Every Step of the Way*

# ABOUT US

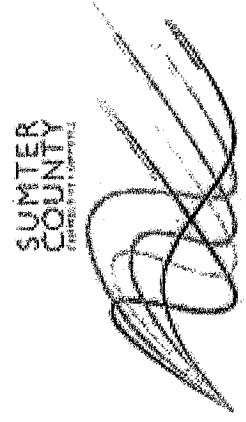
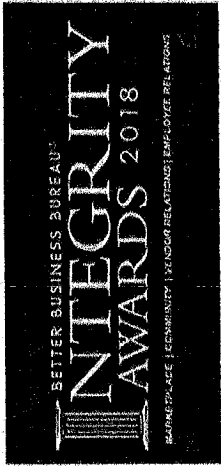
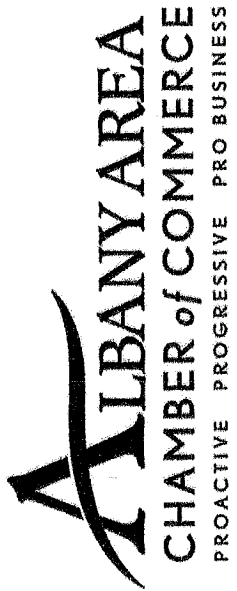
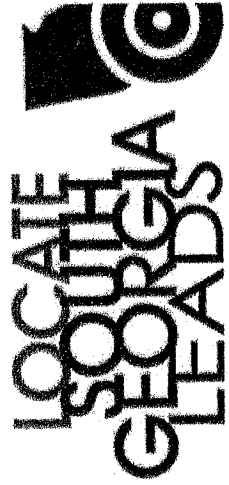
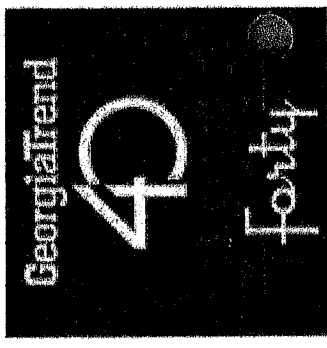
- Adult Day Health Centers
- Personal Care Homes
- Transportation



*Meeting Senior Care Needs Every Step of the Way*



# Industry Leader – Provider of Choice





# CONTACT US:

**Address:**

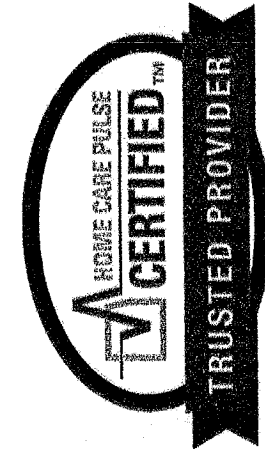
Corporate Office  
721 Felder Street  
Americus, GA 31709

**Phone:**

229-380-4719

**Website:**

[www.InnovativeSeniorSolutions.com](http://www.InnovativeSeniorSolutions.com)





**Summary**

Parcel Number LSW 059  
 Location Address 160 WALNUT AVENUE SOUTH  
 Legal Description LL 77 U.S 19 SOUTH  
 (Note Not to be used on legal documents)  
 Tax District LEESBURG (District 01)  
 Millage Rate 39 697  
 Acres 0  
 Homestead Exemption No (S0)  
 Landlot/District 077 / 02

[View Map](#)



**Owner**

NESSOLA WILLIAM R  
 23 ROSEWOOD COURT  
 TWENTYNINE PALMS, CA 92277

**Land**

Type	Description	Calculation Method	Square Footage	Frontage	Depth	Acres	Lots
Residential	WALNUT AVENUE AREA	Lot	0	0	0	0	1

**Residential Improvement Information**

Style One Family (Detached)  
 Heated Square Feet 1938  
 Interior Walls Finished  
 Exterior Walls Wood  
 Foundation Masonry/Crawl  
 Attic Square Feet 0  
 Basement Square Feet 0  
 Year Built 1964  
 Roof Type Asphalt Shingles  
 Flooring Type Finished  
 Heating Type Central Heat/AC  
 Number Of Rooms 7  
 Number Of Bedrooms 2  
 Number Of Full Bathrooms 2  
 Number Of Half Bathrooms 0  
 Number Of Plumbing Extras 3  
 Value \$70,700  
 Condition Average  
 Fireplaces/Appliances Const 1 sty 1 Box 1  
 House Address 160 WALNUT AVENUE SOUTH

**Accessory Information**

Description	Year Built	Dimensions/Units	Identical Units	Value
Site Imp C	2020	0x0 / 1	1	
No Value Accessory Bldg/Shed	2020	0x0 / 0	1	
x**REAR PHOTO OF BUILDING	2004	0x0 / 0	0	\$0
Carport (Detached)	1996	20x30 / 0	1	\$200

**Sales**

Sale Date	Deed Book / Page	Plat Book / Page	Sale Price	Reason	Grantor	Grantee
12/19/2008	1301 192	E 21	\$100,000	Fair Market Value	MOKARI REZA & RASTEGARI HOMA	NESSOLA WILLIAM R
7/1/2004	867 312	E 021	\$54,000	Fair Market Value	MARTIN GUY	MOKARIAND REZA &
7/1/2004	867 310	E 021	\$0	Quit Claim	OVERBECK CATHERINE	MARTIN GUY
12/1/1993	156 470	E 21	\$60,000	Data Entry	PIERCE WILLARD E & JANIS L	MARTIN GUY & CATHERINE

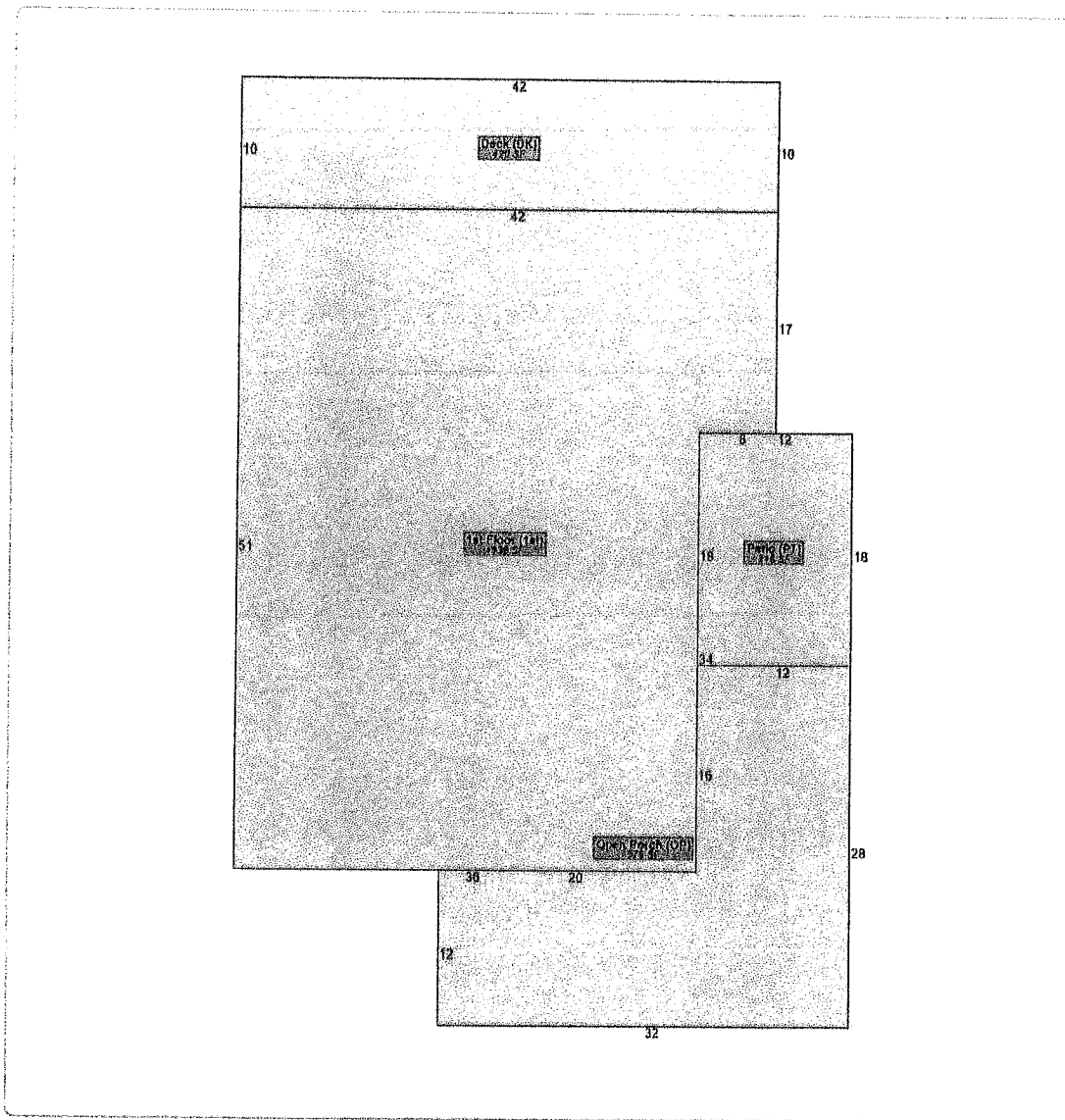
**Valuation**

	2020	2019	2018	2017
Previous Value	\$93,900	\$93,900	\$93,900	\$93,900
Land Value	\$18,000	\$18,000	\$18,000	\$18,000
+ Improvement Value	\$70,700	\$70,700	\$70,700	\$70,700
+ Accessory Value	\$5,200	\$5,200	\$5,200	\$5,200
= Current Value	\$93,900	\$93,900	\$93,900	\$93,900

**Photos**



**Sketches**



No data available for the following modules Rural Land, Conservation Use Rural Land, Commercial Improvement Information, Mobile Homes Prebill Mobile Homes, Permits

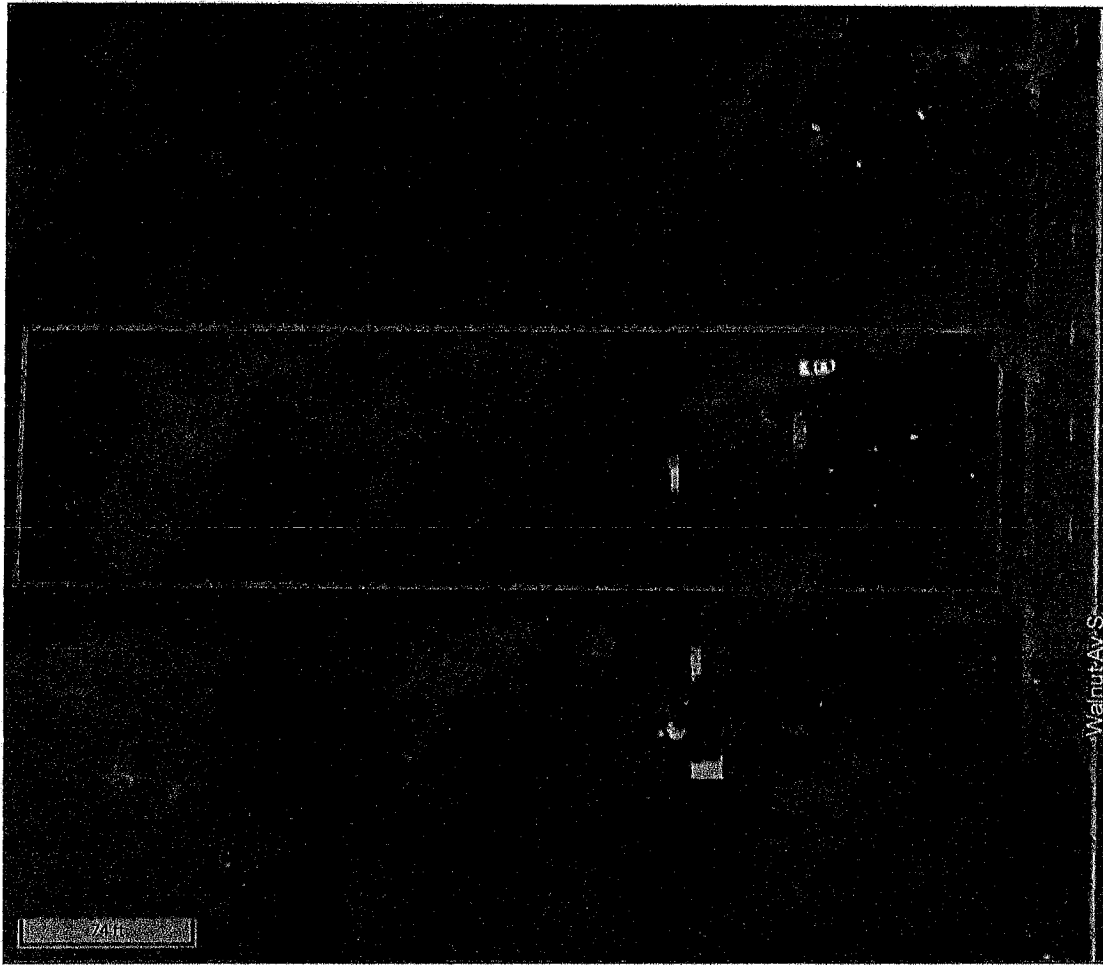
The Lee County Assessor makes every effort to produce the most accurate information possible. No warranties expressed or implied are provided for the data herein its use or interpretation. The assessment information is from the last certified tax roll. All other data is subject to change.

[User Privacy Policy](#)  
[GDPR Privacy Notice](#)

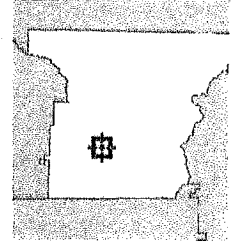
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Developed by  
**Schneider**  
GEO SPATIAL

Version 2.3.105



**Overview**



**Legend**

- Parcels
- Roads

.parcelDetailsTablePadding td { padding 0 5px 0 5px, }

**Parcel ID**

LSW 059

**Class Code**

Residential

**Taxing District**

LEESBURG

**Acres**

n/a

**Owner**

NESSOLA WILLIAM R

23 ROSEWOOD COURT

TWENTYNINE PALMS, CA 92277

**Physical Address**

160 WALNUT AVENUE SOUTH

**Assessed Value**

Value \$93900

**Last 2 Sales**

**Date**

**Price**

**Reason**

**Qual**

12/19/2008

\$100000



GEORGIA  
CORPORATIONS  
DIVISION

GEORGIA SECRETARY OF STATE  
**BRAD  
RAFFENSPERGER**

[HOME \(/\)](#)

**BUSINESS SEARCH**

BUSINESS INFORMATION

Business Name	<b>Blue Wright Holdings Opportunity Zone LLC</b>	Control Number. <b>20026277</b>
Business Type	<b>Domestic Limited Liability Company</b>	Business Status: <b>Active/Compliance</b>
NAICS Code	<b>Unknown</b>	NAICS Sub Code
Principal Office Address	<b>721 Felder Street, Americus, GA, 31709, USA</b>	Date of Formation / Registration Date. <b>2/19/2020</b>
State of Formation.	<b>Georgia</b>	Last Annual Registration Year. <b>2021</b>

REGISTERED AGENT INFORMATION

Registered Agent Name	<b>Blue Wright Opportunity Zone Fund LLC</b>
Physical Address:	<b>721 Felder Street, Americus, GA, 31709, USA</b>
County	<b>Sumter</b>

[Back](#)

[Filing History](#)

[Name History](#)

[Return to Business Search](#)

006171

BOOK 1301 PAGE 0192

AFTER RECORDING RETURN TO:  
M. JEREMY LYNCH  
Post Office Box 2023  
Albany, GA 31702  
08-1020

LEE COUNTY, GEORGIA  
REAL ESTATE TRANSFER TAX  
PAID \$ 100.00  
DATE 12-29-08  
*Sandra Cook*  
CLERK OF SUPERIOR COURT  
018-3008-001410

GEORGIA, LEE COUNTY  
FILED FOR RECORD ON  
December 29, 2008  
TIME 8:30 BOOK 1301 PG 192  
RECORDED December 29, 2008  
*Sandra Cook*  
SONDRA COOK, CLERK  
S.C.L.C. GA

**WARRANTY DEED**

GEORGIA, LEE COUNTY.

THIS INDENTURE, made this 19<sup>th</sup> day of DECEMBER, 2008 between REZA MOKARI AND HOMA RASTEGARI, of the first part, herein called "Grantor", and WILLIAM R. NESSOLA, of the second part, herein called "Grantee";

WITNESSETH. That the Grantor for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) AND OTHER VALUABLE CONSIDERATIONS, in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold and conveyed and by these presents does grant, bargain, sell and convey unto the Grantee and the heirs, executors, administrators, successors and assigns of Grantee, the following described property:

ALL THAT TRACT OR PARCEL OF LAND LYING AND BEING IN THE CITY OF LEESBURG, IN LAND LOT NUMBER 77, SECOND LAND DISTRICT OF LEE COUNTY, GEORGIA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS: START AT THE INTERSECTION OF THE CENTER LINE OF KINCHAFONNEE ROAD AND WALNUT STREET (US HIGHWAY 19) TO SOUTH 474 FEET ALONG THE CENTER LINE OF WALNUT STREET \*US HIGHWAY 19) TO A POINT; THENCE GO SOUTH 88 DEGREES 33 MINUTES WEST A DISTANCE OF THIRTY FEET TO A POINT OF BEGINNING OF THE PROPERTY HEREIN DESCRIBED (SAID POINT BEING ON THE WEST RIGHT OF WAY OF WALNUT STREET), THENCE GO NORTH 00 DEGREES 24 MINUTES EAST A DISTANCE OF 108.0 FEET TO A POINT;

thence run North 34 degrees 28 minutes 41 seconds West for a distance of 200 feet to a point; thence run North 55 degrees 35 minutes 32 seconds East for a distance of 350 feet to a point on the West right-of-way of U. S. Highway 280 which point is the Point of Beginning.

This conveyance is made subject to an easement held by Georgia Power Company recorded in Deed Book 55, Page 411, Sumter County Deed Records, which is a 150 foot easement traversing the described property.

The following restrictions are to be restrictions running with the land and are restrictions which are binding upon the grantee herein and any successive owners: There shall be no building built less than 35 feet from the right-of-way of U. S. Highway 280; there shall be no building built less than 25 feet from the rear property line; there shall be no building built nearer than 10 feet to the North and South lines of the within described property; and there shall be no buildings or structures built which do not adhere to the Georgia Power line easement regulations and Georgia Power Building restrictions.

Map/Parcel Number: 2721D 189 14

This is a portion of the same property acquired by Robert Lee Pilcher, III by Warranty Deed dated June 9, 1995, recorded in Deed Book 412, at Page 147 in the Office of the Clerk of Sumter County Superior Court.

TO HAVE AND TO HOLD the said bargained premises, together with all and singular the rights, members and appurtenances thereof, to the same being, belonging or in any wise appertaining, to the only proper use, benefit and behoof of the said party of the second part, his heirs and assigns forever, IN FEE SIMPLE.

And the said party of the first part, for his heirs, executors and administrators will warrant and forever defend the right and title to the above described property unto the said party of the second part, his heirs and assigns, against the lawful claims of all persons whomsoever.

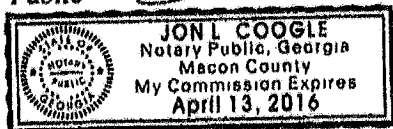
IN WITNESS WHEREOF, the said party of the first part has hereunto set his hand and affixed his seal the day and year above written.

Signed, sealed and delivered in the presence of:

*Robert Lee Pilcher, III* (Seal)  
ROBERT LEE PILCHER, III

*Brandy Williams*  
Unofficial Witness

*[Signature]*  
Notary Public



Recorded:  
*Jan. 6, 2014*  
*[Signature]*  
Deputy Clerk



To: Mr. Bob Alexander

From: Chief C. Prokesh

Date: February 25, 2021

RE: Monthly Report, February-2021

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**CADs = 1,274**

**Arrests = 33**

### **Criminal/Investigative:**

#### **Municipal Court:**

Violation of Georgia Controlled Substance Act = 4  
Driving Suspended/Unlicensed = 7  
Disorderly Conduct = 1  
Criminal Trespass = 4  
Violation of DUI Limited Permit = 1

2X Warrant/Arrest for Other Jurisdiction

#### **Superior Court:**

Aggravated Stalking = 1  
Possession of Firearm during commission of a felony = 1  
Possession of Schedule-II Controlled Substance = 1  
Possession of Schedule-II Controlled Substance = 1  
Possession of a Schedule-IV Controlled Substance = 1  
Possession of Drug Related Objects = 1  
Simple Assault = 2  
Battery = 1  
Aggravated Battery = 1  
Disrupting Public School = 2 (Juvenile)  
Terroristic Threats and Acts = 1 (Juvenile)  
Possession of Firearms in School Safety Zone = 1 (Juvenile)

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### **CITATIONS:**

**Citations = 186**

**Warnings = 173**

**Accidents = 10**

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### **OTHER:**

1. RedSpeed Proposal
2. Explorers program featured in this coming GMA magazine story

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

CFS By Department - Select Department By Date  
 For Leesburg Police Department 2/1/2021 - 2/25/2021

Leesburg Police Department	Count	Percent
ABANDONED VEHICLE	1	0.08%
ALARM/FIRE/COMMERCIAL	1	0.08%
ANIMAL CALLS	1	0.08%
AREA CHECK	842	66.09%
ASSIST MOTORIST	2	0.16%
ATV / DIRT BIKE COMPLAINT	1	0.08%
BURGLARY	2	0.16%
BUSINESS ALARM	6	0.47%
CALL BY PHONE	3	0.24%
CIVIL MATTER	1	0.08%
COMPLAINT	2	0.16%
CONTACT PERSON	7	0.55%
CUSTOMER TROUBLE	1	0.08%
DAMAGE TO PROPERTY	4	0.31%
DELAYED VEHICLE ACCIDENT REPORT	1	0.08%
DIABETIC PROBLEMS	1	0.08%
DISORDERLY CONDUCT	2	0.16%
DISPUTE	1	0.08%
DOMESTIC	3	0.24%
DRUG INVESTIGATION	1	0.08%
ESCORT	4	0.31%
FAMILY VIOLENCE	1	0.08%
FIRE/VEHICLE	1	0.08%
FOLLOW UP	24	1.88%
FRAUD	2	0.16%
FUNERAL ESCORT	2	0.16%
INFORMATION	8	0.63%
INTOXICATED PERSON	3	0.24%
INVESTIGATION	1	0.08%
JUVENILE PROBLEM	2	0.16%
LOST/ MISLAID PROPERTY	1	0.08%
LOST/STOLEN TAG	3	0.24%
MECHANICAL BREAKDOWN	8	0.63%
MENTAL/PSYCHIATRIC	1	0.08%
MISCELLANEOUS	2	0.16%
No CallType	2	0.16%
NOISE COMPLAINT	4	0.31%
OPEN DOOR/WINDOW	2	0.16%
OPEN LINE	1	0.08%
PANHANDLING	1	0.08%
PROPERTY RETRIEVAL	1	0.08%
RESIDENTIAL ALARM	3	0.24%

Leesburg Police Department	Count	Percent
ROAD HAZARD	1	0.08%
SEIZURES/CONVULSIONS	1	0.08%
SHOPLIFTING	1	0.08%
SHOTS FIRED	1	0.08%
SIMPLE BATTERY	1	0.08%
SPECIAL DETAIL	10	0.78%
SPEEDING/RECKLESS DRIVING	6	0.47%
SUSPICIOUS ACTIVITY	1	0.08%
SUSPICIOUS PERSON/VEHICLE	20	1.57%
THEFT	2	0.16%
THREATS	3	0.24%
TRAFFIC CONTROL	1	0.08%
TRAFFIC LIGHT OUT	1	0.08%
TRAFFIC STOP (CLI)	239	18.76%
TRANSPORT MENTAL HEALTH	1	0.08%
TRANSPORT PRISONER	1	0.08%
TRESPASSING	3	0.24%
UNAUTHORIZED USE	1	0.08%
UNKNOWN PROBLEM	1	0.08%
UNLOCK VEHICLE	2	0.16%
VANDALISM	1	0.08%
VEHICLE ACCIDENT	7	0.55%
VEHICLE ACCIDENT/ DEER	1	0.08%
VEHICLE ACCIDENT/ HIT AND RUN	1	0.08%
VEHICLE ACCIDENT/ INJURIES	1	0.08%
WALK IN	1	0.08%
WANTED PERSON	2	0.16%
WARRANT SERVICE	1	0.08%
WATER PROBLEMS	1	0.08%
WELFARE CHECK	1	0.08%
Total Records For Leesburg Police Department	1274	Dept Calls/Total Calls 100.00%
<b>Total Records</b>	<b>1274</b>	

**PUBLIC WORKS**

**MONTHLY REPORT**

**JANUARY 27- FEBRUARY- 26 -2021**

**LIFT STATIONS - REMAINS OPERATIONAL [ ALL PUMPS OR OPERATIONAL ]**

**LIMBS PICK UP - FOR THE MONTH OF FEBRUARY [ 7 ] LOADS**

**TOTAL CHARGE [ 0.00 ]**

**LIGHTING - NO ACTIVITY**

**CITY OF LEESBURG**

**PROJECT STATUS**

**MAN HOLES REPAIR - ARE MOVING FOR WARD**

**REMOVING ROOT BALLS AT CENTRAL PARK**

2/24/2021

**LAVASIDE BRIQUETTES IN HOLING PONDS**

- 1. 9<sup>th</sup> GRADE ACADEMY**
- 2. SCHOOL MAINTENANCE SHOP LESLIE HIGHWAY**
- 3. LEE COUNTY ELEMENTARY SCHOOL LOVER LANE RD**
- 4. YMCA HOLING POND**
- 5. CANAL ST HOLING POND**
- 6. MATTHEWS FISHING POND HWY32**
- 7. DRU CT HOLING POND**
- 8. WOODSTONE APARTMENTS HWY32**



Count of No.	Estimated Hours	Class	Type	Total
Cemetery	0.05	Sanitation	DEAD ANIMAL REMOVAL	1
		Sanitation Total		1
	0.05 Total			1
Cemetery Total				1
City Hall	0.25	Pick up supplies	PICK UP CASES OF WATER FOR CITY HALL	1
		Pick up supplies Total		1
	0.25 Total			1
	0.3	Sanitation	PICK UP TRASH	2
		Sanitation Total		2
	0.3 Total			2
	0.45	Maintenance	BEAUTIFICATION	1
		Maintenance Total		1
	0.45 Total			1
	0.5	Sanitation	EMPTY TRASH CANS AT ENTRANCES TO CITY HALL	1
		Sanitation Total		1
	0.5 Total			1
City Hall Total				5
Lift Stations	0	Water	CHECK LIFT STATION	1
		Water Total		1
	0 Total			1
	2	Pick up supplies	PICK UP SUPPLIES	1
		Pick up supplies Total		1
		Water	CHECK LIFT STATION	6
		Water Total		6
		(blank)	(blank)	1
		(blank) Total		1
	2 Total			8
	3	Water	CHECK LIFT STATION	1
		Water Total		1
	3 Total			1
Lift Stations Total				10
Public Works	0.45	Pick up supplies	TRIP TO CONSOLIDATED	1
		Pick up supplies Total		1
	0.45 Total			1
Public Works Total				1
Service Address/Street	0	Sanitation	DELIVER GARBAGE CAN	2
			PICK UP BROKEN CAN AND REPLACE WITH NEW CAN	2
			PICK UP GARBAGE CAN	3
			VERIFY # OF TRASH CANS AT THIS LOCATION	1
		Sanitation Total		8
		Streets	CLEARING OFF LAND	1
			FIX POTHOLES	1
			INSTALL STREET SIGNS	1
			Sign Repair	1
		Streets Total		4
		Water	CHECK FOR LEAK AND GET READING	3
			CHECK METER FOR STOPPAGE	1
			CHECK WATER PRESSURE	1
			GET READING ONLY	2
			LOW WATER PRESSURE	1
			REPLACE LID ON METER HOLE IN GROUND	1
			REPLACE SHUT OFF VALVE	3
			TURN WATER OFF/LOCK METER/PICK UP CAN/GET READING	3
			TURN WATER ON	12
			TURN WATER ON DELIVER TRASH CAN GET READING	2
			TURN WATER ON AND GET READING	2
		Water Total		31
	0 Total			43
	0.03	Water	TURN WATER OFF AND LOCK METER AND GET READING	1
		Water Total		1
	0.03 Total			1
	0.05	Water	TURN WATER ON DELIVER TRASH CAN GET READING	2
			TURN WATER ON AND GET READING	1
		Water Total		3
	0.05 Total			3
	0.1	Water	CHECK FOR LEAK AND GET READING	1
			TURN WATER OFF AND LOCK METER AND GET READING	1
			TURN WATER OFF/LOCK METER/PICK UP CAN/GET READING	1
			TURN WATER ON	2
			TURN WATER ON DELIVER TRASH CAN GET READING	2
			TURN WATER ON AND GET READING	3
		Water Total		10
	0.1 Total			10
	0.2	Streets	FIX POTHOLES	2
		Streets Total		2

Service Address/Street	0.2	Water	CHECK FOR LEAK AND GET READING	2	
			CUT WATER BACK ON AFTER BILL PAID ON CUT OFF DAY	2	
			Reread Meter	1	
			TURN WATER OFF/LOCK METER/PICK UP CAN/GET READING	1	
			TURN WATER ON AND GET READING	1	
	Water Total			7	
	0.2 Total			9	
	0.25	Storm Drainage	CLEAR OUT DRAIN THAT IS CLOGGED UP	1	
			Storm Drainage Total		1
		Streets	FIX POTHOLES	1	
			Streets Total		1
		Water	CHANGE METER VALVE	1	
			CHECK FOR LEAK AND GET READING	1	
			CUT WATER BACK ON AFTER BILL PAID ON CUT OFF DAY	1	
			GET READING ONLY	2	
			Repair Leak	1	
			TURN WATER OFF AND LOCK METER AND GET READING	3	
			TURN WATER ON	2	
		TURN WATER ON AND GET READING	5		
		Water Total			16
		0.25 Total			18
		0.3	Sanitation	PICK UP BROKEN CAN AND REPLACE WITH NEW CAN	1
	PICK UP GARBAGE CAN			2	
	VERIFY # OF TRASH CANS AT THIS LOCATION			2	
	YARD DEBRIS PICKUP			1	
	Sanitation Total			6	
	Streets		FIX POTHOLES	2	
			LEVEL OFF GROUND	1	
			Litter Pickup	2	
			SPRAYED MOSQUITOES	8	
			Trim Trees	1	
	(blank)		1		
	Streets Total			15	
	Water		CHECK FOR LEAK AND GET READING	2	
			CHECK METER FOR STOPPAGE	1	
			GET READING ONLY	3	
		Repair Leak	1		
		TURN WATER OFF	1		
		TURN WATER OFF AND LOCK METER AND GET READING	7		
		TURN WATER OFF/LOCK METER/PICK UP CAN/GET READING	5		
		TURN WATER ON	1		
	TURN WATER ON DELIVER TRASH CAN GET READING	3			
	TURN WATER ON AND GET READING	5			
	Water Total			29	
	0.3 Total			60	
	0.35	Sanitation	DELIVER GARBAGE CAN	1	
			PICK UP GARBAGE CAN	1	
	Sanitation Total			2	
	0.35 Total			2	
	0.45	Streets	Sign Replacement	1	
			Streets Total		1
		Water	TURN WATER OFF	1	
	Water Total			1	
	0.45 Total			2	
	0.5	Sanitation	DELIVER GARBAGE CAN	1	
			Sanitation Total		1
		Water	GET READING ONLY	1	
			Water Total		1
	0.5 Total			2	
	1	Sanitation	PICK UP TRASH	1	
			Sanitation Total		1
		Sewer	Check for Stoppage	1	
			Jet Sewer Line	2	
		Sewer Total			3
		Storm Drainage	CLEAR OUT DRAIN THAT IS CLOGGED UP	2	
			Storm Drainage Total		2
		Streets	Litter Pickup	4	
			PUT OUT FLYERS	1	
		Streets Total			5
		Water	Broken Meter	1	
			CUT WATER BACK ON AFTER BILL PAID ON CUT OFF DAY	9	
			Repair Leak	1	
			TURN WATER OFF AND LOCK METER AND GET READING	3	
	Water Total			14	
	1 Total			25	
	2	Sanitation	PICK UP TRASH ON ROADWAY	1	
			Sanitation Total		1
		Sewer	Jet Sewer Line	1	
	SEWER IS BACKING UP			1	



Service Address/Street	2	Sewer Total		2	
		Storm Drainage	CLEAR OUT DRAIN THAT IS CLOGGED UP	1	
		Storm Drainage Total		1	
		Streets	FIX POTHOLES	1	
			Litter Pickup	2	
			MOWING AROUND TOWN	1	
		Streets Total		4	
		Water	CHECK LIFT STATION	2	
		Water Total		2	
		2 Total		10	
		2.5	Streets	MOWING AROUND TOWN	1
			Streets Total		1
		2.5 Total		1	
		3	Sanitation	CLEANED DITCH	1
				PICK UP TRASH	2
			Sanitation Total		3
			Sewer	CHECKED MANHOLES AROUND TOWN	1
				Locate line	1
			Sewer Total		2
			Streets	Litter Pickup	1
				MOWING & WEEDEATING	1
			Streets Total		2
	3 Total			7	
	4	Sanitation	YARD DEBRIS PICKUP	3	
		Sanitation Total		3	
		Sewer	Jet Sewer Line	1	
		Sewer Total		1	
		Streets	FIX POTHOLES	1	
		Streets Total		1	
		Water	CHECK METER REGISTER	3	
			SKIPPED METER LIST	1	
		Water Total		4	
	4 Total			9	
	5	Streets	CLEARING OFF LAND	1	
		Streets Total		1	
		Water	CHECK METER REGISTER	1	
			Pulled Pump	6	
		Water Total		6	
	5 Total			6	
	6	Streets	CLEARING OFF LAND	7	
		Streets Total		1	
		Water	Pulled Pump	1	
		Water Total		1	
	6 Total			1	
	7	Streets	CLEARING OFF LAND	2	
		Streets Total		2	
	7 Total			2	
	8	Sanitation	YARD DEBRIS PICKUP	2	
		Sanitation Total		1	
		Streets	CLEARING OFF LAND	1	
		Streets Total		9	
		Water	SKIPPED METER LIST	9	
		Water Total		1	
	8 Total			1	
(blank)		Sanitation	PICK UP GARBAGE CAN	11	
		Sanitation Total		1	
		Water	CHANGE METER VALVE	1	
			CHECK FOR LEAK AND GET READING	1	
			SKIPPED METER LIST	1	
			TURN WATER OFF AND LOCK METER AND GET READING	1	
			TURN WATER ON DELIVER TRASH CAN GET READING	1	
			TURN WATER ON AND GET READING	1	
			VERIFY WATER IS OFF AND LOCKED. GET READING.	2	
	Water Total			8	
	(blank) Total			9	
Service Address/Street Total				223	
Grand Total				240	

## Leesburg Public Drinking Water Wells Monthly Report For February, 2021

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:	448,786	800,000
Total Gallons Pumped for the Month:	12.57 Million Gallons	
3 Monthly Bacteria Samples:	0/Absent	0/Absent
Daily Chlorine Residual	.91 mg/L	>.2mg/L
1 Monthly Fluoride Sample:	.52	

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 -	\$1,389.29
Chemicals used -	\$ 336.42
Routine Testing	\$ 132.00
Maintenance & Repair -	\$ 000.00
Total -	\$1,857.71

## Leesburg Water Pollution Control Plant Monthly Report For February, 2021

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

(With the exception of perhaps Avg. Daily Flow. As of Feb. 24<sup>th</sup>, Avg. is 1.506 MGD)

<u>TEST</u>	<u>RESULTS</u>	<u>PERMIT LIMIT</u>
Avg. Daily Flow (Million Gallons)	1.506	1.5
Effluent Biochemical Oxygen Demand	2.0	15
BOD Removal %	99.2	>85%
Effluent Total Suspended Solids	4.3	30
TSS Removal %	99.2	>85%
Effluent Fecal Coliform (# per 100 mL)	7.0	400
Effluent Ammonia	.09	3.0
Effluent Dissolved Oxygen	9.3	>6.0
Min & Max Effluent pH	7.2-7.5	6.0-9.0
Effluent Total Phosphorous	.47	1.5
Low-Level Mercury (mg/day)	.931	6.3
Total Rainfall for the month	<b>8.9 in.</b>	

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) Continue troubleshooting problems in electrical panel for UV lights.

### Expenses:

Fuel (generator/vehicles/mower)	\$ 382.31	
Electricity -	\$3,846.17	
<b>Chemicals used</b>	<b>\$4,508.18</b>	<b>(\$1,086.24 in Jan.)</b>
Lab Tests -	\$2,160.00	
DoCo Landfill (solids from press)	\$1,014.35	
Maintenance & Repair -	\$ .00	
Total -	\$11,911.01	