

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**
 April 4, 2021

3. **PUBLIC HEARING**

4. **NEW BUSINESS**
 (A) Consideration of the CDBG Sewer Bids for the Magnolia Ave Area.
 (B) Consideration of the Bids for FY 2021 LMIG Safety Action Plan (SAP) on Robert B. Lee Drive.
 (C) Consideration of the Bids for FY 2021 LMIG Peach Avenue Project.
 (D) Consideration of the GDOT Sidewalk Grant for SR 3, SR 32 and Firetower Rd.
 (E) Consideration of Georgia Interlocal Risk Management Agency (GIRMA) renewal terms for 2021-2022

5. **CITY MANAGER'S MATTERS**
 (A) Financial Report

6. **DEPARTMENTAL REPORTS**
 (A) Police Report
 (B) Public Works Report

7. **GOVERNMENTAL BOARDS/AUTHORITIES**

8. **COUNCIL MEMBER'S MATTER**

9. **OLD BUSINESS**

10. **CITY ATTORNEY'S MATTERS**

11. **EXECUTIVE SESSION**
 Discussion of Real Estate issues

12. **PUBLIC FORUM**

13. **ANNOUNCEMENTS**
 Next Scheduled Meeting is June 1, 2021

14. ADJOURNMENT

Agenda May Change Without Notice

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Rufus Sherman, Mayor Pro Tem
Bob Wilson Judy Powell
Jason Renfroe Amanda White
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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 Councilmember Wilson lead the Prayer. The City Manager and all Councilmembers except Councilmember Renfroe were present.

2. APPROVAL OF MINUTES

Mayor Breeden asked for a motion to approve the minutes from March 9, 2020. Councilmember Bush made a motion to approve the minutes. Mayor Pro Tem Sherman seconded the motion. The vote was unanimous.

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

(A) Superintendent Russ Ferguson presented bids for Chemicals at the Waste Water Treatment Plant. The low bid was Cedar Chem. Councilmember Powell made a motion to approve the low bidder Cedar Chem. Mayor Pro Tem seconded the motion. The vote was unanimous.

(B) City Manager Bob Alexander presented GDOT FY 2021 LMIG Safety Action Plan. Application. Councilmember Bush made a motion to approve the application. Councilmember Powell seconded the motion. The vote was unanimous.

(C) Mike Talley with FlintRiver Consulting presented the North Leesburg Drainage Study. No action was taken.

(D) Lee County Chief Appraiser Dennis Lee presented the Property Revaluation. No action was taken.

(E) Bids for a Public Works 2022 Ford F250 Crew Cab/Long Wheel Base/ 4 Wheel Drive were presented. Brannen Motor Company was low bid at \$31,475. Councilmember White made a motion to accept the low bid of Brannen Motor Company. Mayor Pro Tem Sherman seconded the motion. The vote was unanimous.

5. CITY MANAGER'S MATTERS.

(A) Financial Report – The City Manager discussed the Financial Report of the General Fund and Water & Sewer Fund and indicated that both funds are with budget for the year.

6. DEPARTMENTAL REPORTS

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

7. GOVERNMENTAL BOARDS/AUTHORITIES**8. COUNCIL MEMBER'S MATTER**

9. **OLD BUSINESS**
10. **CITY ATTORNEY'S MATTERS**
11. **EXECUTIVE SESSION**
12. **PUBLIC FORUM**
13. **ANNOUCEMENTS**

Next Scheduled Meeting is May 4, 2021

14. **ADJOURNMENT**
Mayor Pro Tem Sherman made a motion to adjourn. Councilmember Powell seconded the motion.
The vote was unanimous.

**CONTRACT DOCUMENTS &
SPECIFICATIONS**

**SANITARY SEWER SYSTEM
REHABILITATION
TO SERVE
MAGNOLIA AVENUE, CANAL STREET,
AND KATIE LYNN STREET**

**PREPARED FOR THE:
CITY OF LEESBURG**

Lee County, Georgia

March 18, 2021

CDBG Project No.: 19p-x-008-2-6075

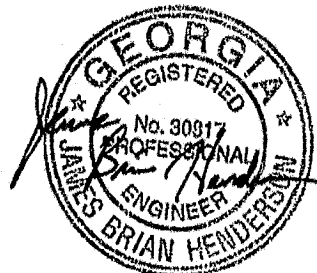
Still Waters Project No.: L0505.008



**STILL WATERS
ENGINEERING**

130 Veterinary Way-Unit 2
Leesburg, GA 31763
229-496-5700

www.stillwaterseng.com



**CITY OF LEESBURG
LEE COUNTY, GA
SANITARY SEWER SYSTEM REHABILITATION**

STILL WATERS ENGINEERING, PROJECT NO.: L0505.008

ADVERTISEMENT FOR BIDS

Sealed Bids for the construction of the Sanitary Sewer System Rehabilitation will be received, by the City of Leesburg, at Leesburg City Hall - 107 Walnut Avenue, North, Leesburg, GA 31763, until 10:00 AM local time on May 3, 2021, at which time the Bids received will be publicly opened and read. The Project consists of replacement of +/- 470 LF 8" existing gravity sewer main, +/- 1106 LF 10" existing gravity sewer main, +/- 4538 VF of cured in place piping, +/- 16 EA septic tank abandonment, +/- 57 VF standard manhole construction, transfer of existing sewer service connections, replacement of 4" PVC sewer services, and abandonment of sanitary sewer and manholes.

Bids will be received for a single prime Contract. Bids shall be on a lump sum and unit price basis, with alternate bid items as indicated in the Bid Form.

The Issuing Office for the Bidding Documents is: **Still Waters Engineering, 130 Veterinary Way Unit-2, Leesburg, GA 31763, 229-496-5700. Please contact Chad Griffin at cgriffin@stillwaterseng.com or Dianne Carver at dcarver@stillwaterseng.com to request contract documents and specifications.** Prospective Bidders may examine the Bidding Documents at the Issuing Office on Mondays through Fridays between the hours of **8:30 AM - 5:00 P.M.**, and may obtain copies of the Bidding Documents from the Issuing Office as described below.

Bidding Documents may be obtained from the Issuing Office during the hours indicated above. Bidding Documents are available electronically (as portable document format (PDF) files) for a non-refundable charge of **\$250.00**. Paper copies of bid documents are also available for an additional **\$100.00** non-refundable charge. Upon Issuing Office's receipt of payment, Bidding Documents will be sent via email or other means of electronic file distribution. The date that the Bidding Documents are transmitted by the Issuing Office will be considered the prospective Bidder's date of receipt of the Bidding Documents. Partial sets of Bidding Documents will not be available from the Issuing Office. Neither Owner nor Engineer will be responsible for full or partial sets of Bidding Documents, including Addenda if any, obtained from sources other than the Issuing Office. **Bids will not be accepted from prospective bidders not on record with the Issuing Office as having purchased and received a complete set of Bidding Documents.**

Bid security shall be furnished in accordance with the Instructions to Bidders. If awarded the Contract the successful bidder will be required to furnish a Performance Bond and Payment Bond, each in the amount of one hundred percent (100%) of the Contract amount. Bonds must be provided by sureties appearing on the U.S. Treasury Department's most current Circular 570 Listing and be licensed in the State of Georgia.

All permits required for the construction of this project are expected to be approved prior to the date of the bid opening.

Acquisition of property for permanent easements, right of way, etc. is not expected to be required for this project.

The City of Leesburg is committed to Affirmatively Further Fair Housing. This project is funded in part by a Community Development Block Grant. The work to be performed under this contract is under a program providing direct Federal financial assistance from the Department of Housing and

**CITY OF LEESBURG, GEORGIA
SANITARY SEWER SYSTEM REHABILITATION**

**MARCH 18, 2021
PROJECT # - L0505.008**

City of Leesburg

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

229-759-6465 fax 229-759-6249

City Councilmembers

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

City Staff

Robert R. Alexander, City Manager
Bert Gregory, City Attorney

April 12, 2021

Shannon Bradford
State Aid Coordinator
One Georgia Center
600 west Peachtree Street, NW
Atlanta, GA 30308

Dear Mr. Bradford,

Attached is the FY 2021 LMIG Safety Action Plan (SAP) application and project list. The project is located on Robert Lee Drive from Walnut Avenue South to Lovers Lane Rd. The length of the project is 1.7 Miles with re-striping, raised pavement markers and updated signs. We appreciate your consideration with this application.

Sincerely,



Billy Breeden
Mayor

QUOTE REFERENCE # 1362

Columbus Barricade & Safety

6228 Macon Road
Columbus, Georgia 31907
Office: (706) 569-1867

GA DOT W.B.E. CERTIFIED
Michelle L. Burnette – President

MARCH 30, 2021

Attention: CITY OF LEESBURG

From: Blake Burnette
Columbus Barricades, Inc.

*PLEASE CONFIRM ALL SIZES AND QTY'S

<u>DESCRIPTION</u>	<u>UNIT:</u>	<u>UNIT PRICE:</u>	<u>TOTAL:</u>
TYPE 7- GALV SQUARE POST (LF)	406LF	\$9.00LF	\$3654.00
TYPE 9- REFLECTIVE SHEETING (SF)	218.25SF	\$15.90SF	\$3470.18

SUBTOTAL	-	\$7124.18
SALES TAX (8%) APPLIES	-	SEXEMPT
FREIGHT	-	\$150.00
TOTAL	-	\$7274.18

Sincerely,
Blake Burnette
Blake Burnette
Burnette:columbusbarricadesales@gmail.com

Robert E. Lee Drive Re-stripe

From: Andy Holland (aholland@peeksafety.com)

To: leesburgmaint@bellsouth.net

Date: Thursday, March 18, 2021, 8:58 AM EDT

Good Morning Cecil,

Please see the attached quote for re-stripping Robert E. Lee Drive. Two options are present in the pricing: Thermoplastic and paint. Google Earth is showing that the road has existing Thermoplastic but paint can still be placed over it. Lastly, the listed quantities are estimated only and based on re-stripping from Walnut Street to Lovers Lane.

If you have any questions, feel free to reach out to me.

Thank you!

Andy Holland

Estimator

Peek Pavement Marking

Office: 706-341-4036

Mobile: 706-604-2096



RE: ROBERT E. LEE DRIVE
 LEE COUNTY, GEORGIA

DATE: March 18, 2021

QUOTE # 32771

Item	Description	Qty	Unit	Unit Price	Total
THERMOPLASTIC OPTION					
653-0100	THERMOPLASTIC PVMT MARKING, RR/HWY CROSSING SYMBOL	2	EA	\$500.00	\$1,000.00
653-0110	THERMOPLASTIC PVMT MARKING ARROW, TP 1	4	EA	\$75.00	\$300.00
653-0120	THERMOPLASTIC PVMT MARKING ARROW, TP 2	11	EA	\$75.00	\$825.00
653-0300	THERMO PVMT MKG, SYM, BIKE LANE ARROW	6	EA	\$75.00	\$450.00
653-0320	THERMO PVMT MKG, SYM, TP 4 "MAN ON BIKE"	6	EA	\$250.00	\$1,500.00
653-1704	THERMO SOLID TRAFFIC STRIPE, 24 IN, WHITE	104	LF	\$7.50	\$780.00
653-1804	THERMO SOLID TRAFFIC STRIPE, 8 IN, WHITE	2100	LF	\$2.50	\$5,250.00
653-2501	THERMO SOLID TRAFFIC STRIPE, 5 IN, WHITE	3.80	LM	\$2,200.00	\$8,360.00
653-2502	THERMO SOLID TRAFFIC STRIPE, 5 IN, YELLOW	3.80	LM	\$2,200.00	\$8,360.00
653-4501	THERMO SKIP TRAF STRIPE, 5 IN, WHITE	0.06	GLM	\$1,450.00	\$87.00
653-6004	THERMO TRAF STRIPING, WHITE	275	SY	\$5.00	\$1,375.00
653-6006	THERMO TRAF STRIPING, YELLOW	1710	SY	\$5.00	\$8,550.00
654-1001	RAISED PAVEMENT MARKERS TP 1	505	EA	\$4.00	\$2,020.00

ESTIMATED PROJECT TOTAL:	\$38,857.00
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PAINT OPTION					
652-0091	PAINTED PVMT MKG, SYMBOL, BIKE LANE ARROW	6	EA	\$50.00	\$300.00
652-0094	PAINTED PVMT MKG,SYMBOL, MAN ON BIKE	6	EA	\$175.00	\$1,050.00
652-0100	PAINTED PVMT MKG,RR-HWY SYMBOL	2	EA	\$250.00	\$500.00
652-0110	PAINTED PVMT MKG, ARROW, TP1	4	EA	\$50.00	\$200.00
652-0120	PAINTED PVMT MKG ARROW, TP2	11	EA	\$50.00	\$550.00
652-2501	PAINTED SOLID TRAFFIC STRIPE, 5 IN, WHITE	3.8	LM	\$1,000.00	\$3,800.00
652-2502	PAINTED SOLID TRAFFIC STRIPE, 5 IN, YELLOW	3.8	LM	\$1,000.00	\$3,800.00
652-3501	PAINTED SKIP TRAFFIC STRIPE, 5 IN, WHITE	0.06	GLM	\$3.75	\$0.23
652-5701	PAINTED SOLID TRAF STRIPE, 24 IN, WHITE	104	LF	\$3.75	\$390.00
652-5801	PAINTED SOLID TRAF STRIPE, 8 IN, WHITE	2100	LF	\$1.25	\$2,625.00
652-9001	PAINTED TRAFFIC STRIPE, WHITE	275	SY	\$2.50	\$687.50
652-9002	PAINTED TRAFFIC STRIPE, YELLOW	1710	SY	\$2.50	\$4,275.00
654-1001	RAISED PAVEMENT MARKERS TP 1	505	EA	\$4.00	\$2,020.00

ESTIMATED PROJECT TOTAL:	\$20,197.73
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The quantities quoted above are estimated only. Billing will be based on actual quantities installed. This quotation does not constitute a LUMP SUM offer.



PAVEMENT MARKING,LLC, 4600 PEEK INDUSTRIAL DRIVE, P.O.BOX 7337,COLUMBUS,GA 31908 (706)563-5867 FAX(706)563-7762
Page 2 of 2

This is a quote / estimate only and not an offer or guarantee to perform work. All quotes / estimates are only good for the time allowed in the request for bid or listed below and are subject to acceptance based on contract requirements. Please contact our office for contract requirements and availability of crews.

The prices quoted above **DO NOT INCLUDE - STRIPING OF ROADS WITH NO EXISTING MARKINGS.**

All work will be performed in accordance to current **Georgia Department of Transportation Specifications - 2013 Edition.**

The prices quoted above **DO NOT INCLUDE** removal. If removal is required, **ADDITIONAL** pricing will be required.

The above unit prices are based on **one (1) move-in** to the project and **one (1) application of materials.**

Parking Spaces for ON STREET PARKING and Parking Lot Striping **is not included** in the prices quoted above.

The above unit prices **do not include** blading of grass or "**Clipping**" the edges of the roadway prior to installation of edge lines. The above unit prices **do not include** mechanical brooming or "**Heavy Cleaning**" of debris from the roadway. The **city** shall be responsible for blading grass or "**Clipping**" the edges of the roadway and any mechanical brooming or "**Heavy Cleaning**" required prior to installation of edge lines.

The above pricing may be withdrawn if not approved within sixty (60) days.

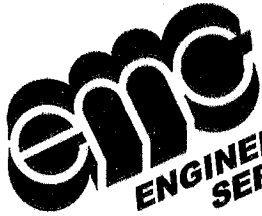
We appreciate the opportunity to quote you this work. If you have any questions, please let us know.

Thank you and best regards,

THE FOLLOWING AMENDMENTS ARE ACKNOWLEDGED: (NONE)

Andy Holland

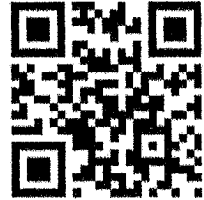
Peek Pavement Marking, LLC



**ENGINEERING
SERVICES, INC.**

• Environmental
• Marine
• Civil
• Survey

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

April 28, 2021

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

Re: 2021 LMIG cost variance

Dear Mr. Alexander:

We have carefully reviewed the 2021 LMIG bid turned in by Oxford Construction for project 21-4007, Peach Avenue LMIG project. The unit prices listed for 2021 range represent an 8.8% increase for 1.5" Hot mixed Asphalt (\$104.80 for 2021 compared to \$96.25 for 2020) and 7.8% increase for the Asphalt Leveling (\$106.20 for 2021 compared to \$98.50 for 2020). These increases are significantly lower than the corresponding increase in fuel prices for the corresponding time period which had an increase of 71% (\$2.586 per gallon currently compared to \$1.508 per gallon in April 2020). It is our professional opinion that the minimal cost increases represented on the Oxford construction bid are significantly lower than comparable cost indexes and would result in a much higher bid if this project were to be bid out on the street using the typical project delivery methods. It is our recommendation that the 2021 LMIG project be awarded to Oxford Construction in the amount of \$74,755.30 along with the additive alternate of \$5,150.00 included for shoulder backfill.

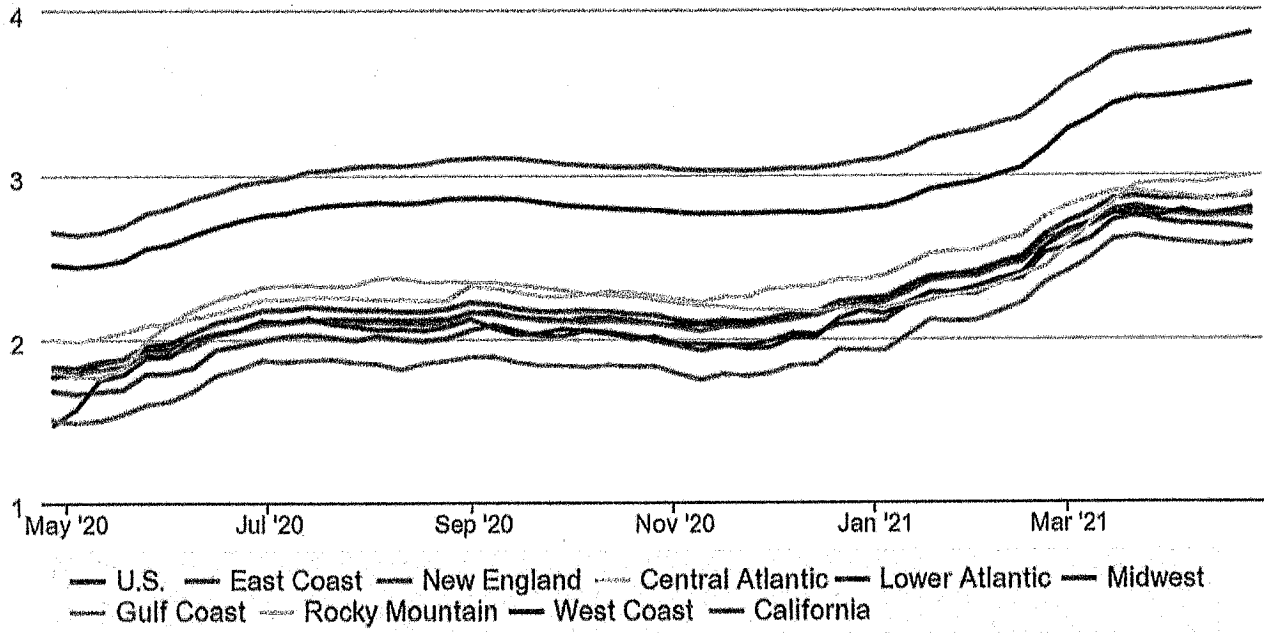
Please let me know if you have any questions or need any additional information:


Sincerely,

Matthew Inman, PE

Regular Gasoline Prices

(dollars per gallon)



 Source: Energy Information Administration



Civil
Market
Environmental

EMC Engineering Services, Inc.

515 St Augustine Rd, Suite E
Valdosta, Georgia 31601
(229) 257-0399

BID FORM

March 15, 2021

PEACH AVE.: BLUE SPRINGS DR. TO MAIN ST.

EMC PROJECT NO.: 21-4007

LEESBURG, GEORGIA

prepared for:

CITY OF LEESBURG

PEACH AVE. ROAD RESURFACING (0.33 MILES - VARYING WIDTH)					
NO.	ITEM DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
1	TRAFFIC CONTROL, per MUTCD	1	LS	\$4,000.00	\$4,000.00
2	MOBILIZATION/DEMOBILIZATION	1	LS	\$2,750.00	\$2,750.00
3	1/2" ASPHALT CONCRETE LEVELING COURSE (55 LBS/SY)	133.1	TON	\$106.20	\$14,135.22
4	BITUMINOUS TACK COAT (0.15 GAL/SY)	726.0	GAL	\$5.00	\$3,630.00
5	1.5" RECYCLED ASPHALT CONCRETE 12.5 MM SUPERPAVE, GROUP 2 (165 LBS/SY)	399.3	TON	\$104.80	\$41,846.64
6	PAINTED SOLID TRAFFIC STRIPE, 5" WHITE (HIGH-BUILD)	0.33	LM	\$2,250.00	\$742.50
7	PAINTED SOLID TRAFFIC STRIPE, 5" YELLOW (HIGH BUILD)	0.33	LM	\$2,250.00	\$742.50
8	PAINTED SOLID TRAFFIC STRIPE, 24" WHITE, STOP BAR, (HIGH BUILD)	1	EA	\$112.50	\$112.50
PEACH AVE. TOTAL:					\$ 67,959.36

Combined Total: \$ 67,959.36

10% Contingency (Combined): \$ 6,795.94

Total Project Cost: \$ 74,755.30

Additive Alternate No. 1 - Shoulder Backfill

\$5,150.00

Submitted By: Oxford Construction Company

Date: April 9, 2021

Signed:

Jay Griffith, Vice President

Road Name	Beginning	Ending	Length (Miles)	Work Description	Road Width (ft)
Peach Ave.	Blue Springs Dr.	Main St.	0.33	Asphalt Overlay with Leveling Course	20-30

Total:

0.33

BID PROPOSAL

Bid Item	Description	Quantity	Units	Unit Price	Bid Total
101	Traffic Control	1.000	LS	3,500.00	3,500.00
102	Mobilization	1.000	LS	2,500.00	2,500.00
103	1/2" Asphalt Leveling (55#/SY)	159.700	TN	98.50	15,730.45
104	Bituminous Tack Coat	871.200	GL	4.50	3,920.40
105	1.5" HMA - 12.5mm	479.200	TN	96.25	46,123.00
106	Painted Solid Traffic Stripe, 5" White	1.000	LM	1,540.00	1,540.00
107	Painted Solid Traffic Stripe, 5" Yellow	1.000	LM	1,540.00	1,540.00
108	Painted Solid Traffic Stripe, 24" White, Stop Bar	1.000	EA	82.50	82.50
109	Shoulder Backfill	1.000	LS	6,500.00	6,500.00
201	Traffic Control	1.000	LS	2,700.00	2,700.00
202	Mobilization	1.000	LS	2,500.00	2,500.00
203	1/2" Asphalt Leveling (55#/SY)	25.700	TN	98.50	2,531.45
204	Bituminous Tack Coat	140.400	GL	4.50	631.80
205	1.5" HMA - 12.5mm	77.200	TN	96.25	7,430.50
206	Painted Solid Traffic Stripe, 5" White	0.180	LM	1,540.00	277.20
207	Painted Solid Traffic Stripe, 5" Yellow	0.180	LM	1,540.00	277.20
208	Painted Solid Traffic Stripe, 24" White, Stop Bar	1.000	EA	82.50	82.50
209	Shoulder Backfill	1.000	LS	1,250.00	1,250.00
Bid Total					\$99,117.00



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

April 15, 2021

The Honorable Billy Breeden
Mayor of Leesburg
107 Walnut Avenue
Leesburg, Georgia 31763

RE: Funding Assistance for Sidewalks on SR 3, SR 32 and Firetower Road

Dear Mayor Breeden:

The Department has approved the City's request for funding assistance for sidewalks on SR 3, SR 32, and Firetower Road. The Department will commit up to **\$304,000** or **70%** of the project cost, whichever is less. The project will be funded out of the Department's Local Maintenance & Improvement Grant (LMIG) Program. These funds will be in addition to any other LMIG funds allocated to the City. Failure to begin the projects before March 30, 2022 may result in the cancellation of funds.

In order to receive the funds, the City will need to submit the following items:

1. GDOT Approved Encroachment Permits for work on SR 3 and SR 32
2. Application (see attached)
3. Bid tabulations for the work.

Please submit required information to wwright@dot.ga.gov or to the address below:

Georgia Department of Transportation
Office of Local Grants – 17th Floor
One Georgia Center
600 West Peachtree Street NW
Atlanta, Georgia 30308

If you have any questions, please feel free to contact me at (404) 347-0231 or at: wwright@dot.ga.gov

Sincerely,

Bill Wright
Digitally signed by Bill Wright
DN: cn=Bill Wright, o=Office of Local Grants,
ou=Local Grants, email=wwright@dot.ga.gov, c=US
Date: 2021.04.15 14:32:22 -0400

Bill Wright
Local Grants Administrator

cc: Van Mason; Hon. Johnny Floyd; Hon. Carden Summers; Hon. Bill Yearta; Bob Alexander; Shannon Bradford

**GEORGIA DEPARTMENT OF TRANSPORTATION LOCAL
MAINTENANCE & IMPROVEMENT GRANT (LMIG)
APPLICATION FOR FISCAL YEAR 20²¹
TYPE OR PRINT LEGIBLY. ALL SECTIONS MUST BE COMPLETED.**

LOCAL GOVERNMENT INFORMATION

Date of Application: May 4, 2021

Name of local government: City of Leesburg

Address: 107 Walnut Avenue North

Contact Person and Title: Bob Alexander, City Manager

Contact Person's Phone Number: (229) 759-6465

Contact Person's Fax Number: (229) 759-1279

Contact Person's Email: bob.alexander@cityofleesburgga.com

Is the Priority List attached? **Yes**

LOCAL GOVERNMENT AFFIDAVIT AND CERTIFICATION

I, Billy Breedon (Name), the Mayor (Title), on behalf of City of Leesburg (Local Government), who being duly sworn do swear that the information given herein is true to the best of his/her knowledge and belief. Local Government swears and certifies that it has read and understands the LMIG General Guidelines and Rules and that it has complied with and will comply with the same.

Local government further swears and certifies that it has read and understands the regulations for the Georgia Planning Act of 1989 (O.C.G.A. § 45-12-200, et seq.), Service Delivery Strategy Act (O.C.G.A. § 36-70-20, et seq.), and the Local Government Budgets and Audits Act (O.C.G.A. 36-81-7 et seq.) and will comply in full with said provisions. Local government further swears and certifies that the roads or sections of roads described and shown on the local government's Project List are dedicated public roads and are part of the Public Road System in said county/city. Local government further swears and certifies that it complied with federal and/or state environmental protection laws and at the completion of the project(s), it met the match requirements as stated in the Transportation Investment ACT (TIA).

Further, the local government shall be responsible for any claim, damage, loss or expense that is attributable to negligent acts, errors, or omissions related to the designs, drawings, specifications, work and other services furnished by or on behalf of the local government pursuant to this Application ("Loss"). To the extent provided by law, the local government further agrees to hold harmless and indemnify the DEPARTMENT and the State of Georgia from all suits or claims that may arise from said Loss.

**GEORGIA DEPARTMENT OF TRANSPORTATION LOCAL
MAINTENANCE & IMPROVEMENT GRANT (LMIG)
APPLICATION FOR FISCAL YEAR 20²¹**

LOCAL GOVERNMENT AFFIDAVIT AND CERTIFICATION

If the local government fails to comply with these General Guidelines and Rules, or fails to comply with its Application and Certification, or fails to cooperate with the auditor(s) or fails to maintain and retain sufficient records, the DEPARTMENT may, at its discretion, prohibit the local government from participating in the LMIG program in the future and may pursue any available legal remedy to obtain reimbursement of the LMIG funds. Furthermore, if in the estimation of the DEPARTMENT, a roadway or bridge shows evidence of failure(s) due to poor workmanship, the use of substandard materials, or the failure to follow the required design and construction guidelines as set forth herein, the Department may pursue any available legal remedy to obtain reimbursement of the allocated LMIG funds or prohibit local government from participating in the LMIG program until such time as corrections are made to address the deficiencies or reimbursement is made. All projects identified on the Project list shall be constructed in accordance with the Department's Standard Specifications of Transportation Systems (Current Edition), Supplemental Specifications (Current Edition), and Special Provisions.

Local Government:

585026
E-Verify Number

_____(Signature)

Sworn to and subscribed before me,

_____(Print)

This ____ day of _____, 20__.

Mayor / Commission Chairperson

In the presence of:

_____(Date)

NOTARY PUBLIC

LOCAL GOVERNMENT SEAL:

My Commission Expires:

NOTARY SEAL:

GDOT LMIG APPLICATION CHECKLIST

1. Local Government **must include a cover letter** with their LMIG Application. The cover letter shall include the following:
 - a. Overview of type of project(s) being requested
 - b. Status of previous LMIG funding
 - c. Signature of Mayor or County Commission Chairperson
2. The LMIG Application Form shall include the following:
 - a. Signature of Mayor or County Commission Chairperson
 - b. County/City Seal (Required)
 - c. Notary signature and seal
3. Project List including a brief description of work to be done at each location.

Georgia Interlocal Risk Management Agency

GMA Property & Liability Self-Insurance Program

RENEWAL TERMS FOR 2021-2022

CITY OF LEESBURG

LE1

107 Walnut Avenue
Leesburg, GA 31763

Coverage Period:

May-01-2021 to May-01-2022

Presented by:



201 Pryor Street
Atlanta, GA 30303

Quote Date:

4/2/2021

Administered by:

Willis Towers Watson Southeast, Inc.
Concourse Corporate Center Five, 18th Floor
Atlanta, GA 30328

Georgia Interlocal Risk Management Agency

RENEWAL TERMS FOR 2021-2022

CITY OF LEESBURG

General Liability and Law Enforcement Liability	Limit of Liability
Each Occurrence	\$1,000,000
Personal & Advertising Injury	\$1,000,000
Products / Completed Operations	\$1,000,000
Failure to Supply Utilities	\$1,000,000
Fire Legal Liability	\$1,000,000
Law Enforcement Liability	\$1,000,000
General Aggregate	Unlimited
Products / Completed Ops Aggregate	\$5,000,000
Failure to Supply Utilities Aggregate	\$5,000,000
Medical Payments	Excluded
Form	Occurrence
General Liability Deductible	\$1,000
Law Enforcement Liability Deductible	\$1,000
Employee Benefits Liability	\$1,000,000
Employee Benefits Aggregate	\$5,000,000
Form	Occurrence
Deductible	\$1,000

Coverage Features:

- No Premium Audits
- Defense Costs Outside the Limit
- Special Events Liability
- Athletic Participants Liability
- Fireworks Display Liability
- Cemetery Professional Liability
- Limited Pollution Liability
- Non-Owned Aircraft & Watercraft
- Liquor Liability
- Limited Drone Coverage (\$50,000)
- Garage Liability
- Personal Injury Liability
- Authorized Moonlighting by Police Officers
- Jail Cell Operations
- Police Animal Liability
- Assault and Battery
- Inmate Medical Coverage
- Sexual Abuse Coverage
- Worldwide Territory

Disclaimer:

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Georgia Interlocal Risk Management Agency

RENEWAL TERMS FOR 2021-2022

CITY OF LEESBURG

Public Officials / Errors & Omissions Liability	Limit of Liability
Each Wrongful Act or Occurrence	\$1,000,000
Aggregate Limit	\$5,000,000
Form	Occurrence
Deductible	\$1,000

Coverage Features:

- No Premium Audits
- Defense Costs Outside the Limits
- Pay on Behalf Basis
- Personal Injury – to include:
 - Mental Anguish
 - Shock
 - Humiliation
- Employment Practices Liability – including coverage for:
 - Libel
 - Slander
 - Defamation
 - Sexual Harassment
 - Sexual Abuse
- Americans with Disabilities Act (ADA)
- Zoning Claims Seeking Monetary Demands
- Civil Rights Violations
- Services Performed Under a Mutual Aid Agreement

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Disclaimer:

Georgia Interlocal Risk Management Agency

RENEWAL TERMS FOR 2021-2022

CITY OF LEESBURG

Automobile Liability	Limit of Liability
Combined Single Occurrence Limit	\$1,000,000
Uninsured Motorists Liability	\$75,000
Hired & Non-Owned Liability	\$1,000,000
Medical Payments	Excluded
Deductible	\$1,000
Uninsured Motorist Deductible	\$1,000

Automobile Physical Damage	Limit of Liability
Limit	Actual Cash Value
Hired Physical Damage	Included
Vehicles Covered	Per Schedule
Comprehensive Deductible	\$1,000
Collision Deductible	\$1,000
Hired Physical Damage Deductible	\$1,000

Coverage Features:

- Automatic Coverage for Vehicles up to \$100,000 in value
- Automatic Liability Coverage for new vehicles
- Deductible Per Occurrence

Crime / Fidelity	Limit of Liability
Blanket Employee Dishonesty	\$500,000
Forgery or Alteration	\$500,000
Computer Crime	\$500,000
Money and Securities	\$500,000
Social Engineering Fraud	\$25,000
Deductible	\$1,000
Social Engineering Deductible Only	\$2,500

Coverage Features:

- Faithful Performance Included
- Includes all local and state required bonds

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Georgia Interlocal Risk Management Agency

RENEWAL TERMS FOR 2021-2022

CITY OF LEESBURG

Property	Limit of Liability
Total Insured Values	\$14,442,000
Blanket Building & Contents	\$14,103,000
Mobile Equipment	\$339,000
Computers ("EDP")	Included
Flood Limit – Including Zones A and V	\$10,000,000
Earthquake Limit	\$10,000,000
Coinsurance Provision	None
Locations Covered	Per Schedule
Valuation – Building & Contents	Replacement Cost
Valuation – Mobile Equipment	Actual Cash Value
Deductible – Buildings & Contents All Perils <i>(Tier 1 Only-All Perils except Named Windstorm)</i>	\$1,000
Deductible – Mobile Equipment All Perils <i>(Tier 1 Only-All Perils except Named Windstorm)</i>	\$1,000
Deductible – Named Windstorm for Tier 1 Only* <i>* Applies separately to (1) Each separate building. (2) The value of personal property located in each separate building. (3) Each item of Mobile Equipment. (4) Actual value of Business Interruption and Extra Expense loss for the 12 months immediately following the date of the direct physical loss.</i>	1% per unit
Automatic Coverage Extensions:	
Business Interruption	\$500,000
Extra Expense	\$500,000
Computers ("EDP")	\$500,000
Builders Risk	\$500,000
Property in Transit	\$500,000
Valuable Papers	\$500,000
Equipment Breakdown	Limit of Liability
Limit Per Occurrence	\$14,103,000
Ordinance or Law Limit	\$14,103,000
Hazardous Substance	\$250,000
Deductible	\$1,000
Automatic Coverage Extensions	
Ammonia Contamination	\$1,000,000
Expediting Expenses	\$10,000,000
Service Interruption	\$14,103,000
Spoilage / Consequential Damage	\$10,000,000
Water Damage	\$1,000,000

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Georgia Interlocal Risk Management Agency

RENEWAL TERMS FOR 2021-2022

CITY OF LEESBURG

Cyber*	Limit of Liability
Security & Privacy Liability	\$250,000
Regulatory Action Sublimit of Liability	\$250,000
Event Management	\$250,000
Cyber Extortion	\$250,000
Deductible	\$10,000

**Cyber coverage is insured outside of GIRMA by a commercial insurance carrier.*

Police Animal Mortality Coverage	Limit of Liability
Scheduled Limit	\$0
Deductible	Nil

Risk Management Services

<u>Type of Service</u>	<u>Annual Contribution</u>
Loss Control & Safety Training	
On Site Visitation	Included
Awareness Training	Included
Awareness Through Safety Bulletins	Included
Automobile Drivers Training	Included
Access to Safety Videos	Included
Safety Grant	
Based on a Contribution Volume and up to \$10,000	Included
*Subject to Approval & Requirements	
Employment Practices Help Line	
Legal Advice	Included
Property Appraisals	
Building Valuations	Included
Contents and Historical Valuations	Included
Crisis Management	
Provides \$50,000 for expenses incurred in response to a Crisis Event including Workplace Violence	Included

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Georgia Interlocal Risk Management Agency

RENEWAL TERMS FOR 2021-2022

CITY OF LEESBURG

Contribution Summary

<u>Line of Coverage</u>	<u>Annual Contribution</u>
General Liability	\$9,206
Law Enforcement Liability – Before Credit	\$20,381
<i>Law Enforcement Initiative Credit Amount</i>	<i>\$0</i>
Law Enforcement Liability – After Credit	\$20,381
Public Officials Liability	\$8,991
Automobile Liability	\$20,175
Automobile Physical Damage	\$4,234
Property – Buildings & Contents	\$27,195
Mobile Equipment	\$515
Police Animal Mortality	\$0
Crime / Fidelity	\$560
Boiler & Machinery	\$2,409
Uninsured Motorist	\$443
Sub Total	\$94,109
Less Renewal Credit	\$8,953
Total	\$85,156

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City of Leesburg ~ General Fund

FY 2021 Budget to Actual Report by line item

FY 2021
Unaudited
Actual
Revenues &
Expenditures
03/31/2021

FY 2021
Approved
Budget

FY 2020
Audited
Revenues &
Expenditures

FY 2019
Audited
Revenues &
Expenditures

Percentage of
FY 2021
Actuals to
Budget Used

General Fund Revenue												
100 031 31100 31110	REAL PROPERTY-CURRENT YEA	316,147	318,805	339,900	333,967	5,933						
100 031 31100 31110	PROPERTY TAX LATE FEES	-										
100 031 31100 31120	REAL PROPERTY-PRIOR YEAR	10,900	12,838	24,674	23,538	1,136						
100 031 31100 31130	PERSONAL PROPERTY-CURRENT	27,990	22,893	4,600	3,305	1,295						
100 031 31100 31130	MOTOR VEHICLE	7,716	6,452	53,000	71,484	(18,484)						
100 031 31100 31130	TAVT-LOST/SPILOST AND TRUE UP	130,198	58,218	1,000	1,768	(768)						
100 031 31100 31130	MOBILE HOME	1,328	979	5,000	5,445	(445)						
100 031 31100 31130	INTANGIBLES (REG/RECORD)	3,623	4,852	623								
100 031 31100 31140	PERSONAL PROPERTY-PRIOR YR	642		1,833	3,042	(1,209)						
100 031 31100 31160	REAL ESTATE TRANS-intangible	3,186	1,636	16,150		16,150						
100 031 31100 31170	FRANCHISE TAXES-SEMC	16,720	16,323	122,523	133,922	(11,399)						
100 031 31100 31170	ELECTRIC	122,712	122,523	27,000	20,270	6,730						
100 031 31100 31170	CABLE	27,429	26,049	2,300	1,060	1,240						
100 031 31100 31170	TELEPHONE	2,247	1,742	435,025	459,970	(24,945)						
100 031 31300 31300	LOCAL OPTION SALES TAX	437,674	470,383	57,290	47,628	9,662						
100 031 31400 31400	BEER SS & USE	59,027	62,265	1,500	3,817	(2,317)						
100 031 31400 31400	WINE SS & USE	1,902	1,856	25,892	25,853	40						
100 031 31600 31600	BUSINESS AND OCCUPATION T	27,693	28,988	220,486	232,582	(12,096)						
100 031 31600 31600	INSURANCE PREMIUM TAX	207,571	220,486	15,188	14,265	923						
100 031 31600 31600	FINANCIAL INSTITUTIONS TA	10,689	15,735	1,900	1,524	376						
100 031 31900 31900	PENALTY-GENERAL PROPERTY	1,514	2,189	-								
100 031 31900 31900	FIFA	-	-	-								
100 031 31900 31900	OTHER-DELIQUENT TAX SERVI	-	-	-								
100 032 32100 32100	BEER	3,300	2,475	3,000	2,888	113						
100 032 32100 32100	WINE	3,300	2,475	3,000	2,888	113						
100 032 32100 32120	INSURANCE	-	400	250	260	(10)						
100 032 32400 32400	BUSINESS LICENSE PENALTY	100										
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						

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 03/31/2021	Remaining FY 2021 Budget	Percentage of FY 2021 Actuals to Budget Used
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100	033	33800	33800	338000	HOUSING AUTHORITY P-I-L-O	1,966	2,000	2,000	0%	
100	034	34100	34100	341910	ELECTION QUALIFYING FEES	54	-	-	-	
100	034	34200	34200	342911	ACCIDENT REPORT-INDIVIDUA	588	434	702	378	65%
100	034	34400	34410	344110	REFUSE COLLECTION CHARGES	505,594	554,126	440,261	101,641	81%
100	034	34900	34900	349300	BAD CHECK FEE	35	-	-	-	-
100	035	35100	35110	351170	MUNICIPAL	231,173	286,977	323,814	(48,814)	118%
100	036	36100	36100	361000	INTEREST	1,569	946	235	865	21%
100	037	37100	37100	371000	DONATIONS	8,385	27	-	-	-
100	037	37100	37100	371310	TOYS FOR FOSTER CHILDREN	2,850	1,479	4,061	(4,061)	-
100	037	37100	37100	371311	EXPLORER PROGRAM DONATION	739	530	1,019	(1,019)	-
100	038	38100	38100	381000	RENTS AND ROYALTIES	-	-	5,000	5,000	0%
100	038	38300	38300	383000	REIMBURSE FOR DAMAGED PRO	53,738	-	-	-	-
100	038	38300	38300	383010	INSURANCE PROCEEDS	-	-	-	-	-
100	038	38900	38900	389000	OTHER MISCELLANEOUS INCOME	2,319	938	1,411	(1,411)	-
100	038	38900	38900	389003	CARRYOVER OF FUND BALANCE	(5)	(48)	2	(2)	-
100	038	38900	38900	389005	CASH OVER/SHORT	-	-	100,000	100,000	0%
100	039	39100	39100	391100	FUND BEGINNING BALANCE	-	-	-	-	-
100	039	39100	39100	391105	PD TOYS FOR FOSTER KIDS	-	-	-	-	-
100	039	39100	39100	391106	PD EXPLORER PROGRAM	-	-	-	-	-
100	039	39100	39100	391200	TRANSFER IN-OTHER FUNDS	300,000	50,000	75,000	25,000	75%
100	039	39100	39100	391201	Revenue from Indirect charges	60,519	69,360	44,192	14,731	75%
100	039	39200	39200	392100	SALE OF ASSETS	-	-	-	-	-
100	061	61100	61100	612000	TRANSFER OUT-OTHER FUNDS	-	(83,478)	(41,689)	41,689	-
Total General Fund Revenue						2,905,259	2,466,242	2,639,534	140,618	95%

General Fund Expenditures

		Department is cost shared w/ Water & Sewer								
Council / Legislative										
100	100	01100	00051	511010	MAYOR SALARY	3,600	3,600	3,600	-	100%
100	100	01100	00051	511020	COUNCIL SALARY	11,700	11,025	11,700	900	92%
100	100	01100	00052	523710	TRAINING - Mayor	-	-	1,000	1,000	0%
100	100	01100	00052	523510	TRAVEL-MAYOR	65	380	1,000	1,380	-38%

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 03/31/2021		FY 2021 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	990	2,310	30%
100	100	01100	00052	521200	ATTORNEY & LEGAL FEES	32,563	36,610	27,232	19,675	7,557	72%
		Subtotal Council/Legislative				76,613	62,993	55,112	34,100	21,012	62%
Administration											
100	100	01500	00051	511100	REGULAR EMPLOYEES	120,922	127,020	128,301	98,223	30,077	77%
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	3,980	(665)	120%
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	3,143	4,246	43%
100	100	01500	00051	512100	EMPLOYEE GROUP INSURANCE	524	413	13,876	375	13,501	3%
100	100	01500	00051	512200	FICA	10,512	11,094	11,642	8,592	3,050	74%
100	100	01500	00051	512400	RETIREMENT - Pension	8,643	7,820	10,171	7,628	2,543	75%
100	100	01500	00051	512415	457b ER Matching	2,043	2,876	2,901	2,973	(71)	102%
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	4,500	1,500	75%
		Total Personnel Costs - Administration				161,102	169,399	191,464	133,701	57,763	70%
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 2019 Audited		FY 2020 Audited		FY 2021 Approved Budget		FY 2021 Unaudited Actual		Percentage of	
		Revenues & Expenditures		Revenues & Expenditures		Budget		Revenues & Expenditures 03/31/2021		FY 2021 Actuals to Budget Used	
100	100	01500	00053	531710	PRINTING/ TAX BILLS	-	-	-	-	-	-
100	100	01500	00052	521132	DELIQUENT TAX SERVICE ADD	-	-	-	-	-	-
100	100	01500	00052	521200	ATTORNEY & LEGAL FEES	1,881	1,000	311	78	922	8%
100	100	01500	00052	521201	COMPUTER SUPPORT FEES	17,723	20,000	34,634	22,939	(2,939)	115%
100	100	01500	00052	521220	ENGINEERING FEES	1,710	1,000	669	-	1,000	0%
100	100	01500	00052	521225	BAD DEBT EXPENSE	-	-	-	-	-	-
100	100	01500	00052	521230	AUDITOR FEES	6,929	7,200	6,929	7,380	(180)	103%
100	100	01500	00052	522210	EQUIPMENT REPAIR & MAINT	-	200	47	21	180	10%
100	100	01500	00052	522220	BUILDING REPAIR & MAINT	27,986	5,000	6,407	8,048	(3,048)	161%
100	100	01500	00052	522300	RENTS AND LEASES	3,342	3,000	2,159	2,236	764	75%
100	100	01500	00052	523100	INSURANCE, OTHER THAN EMP	12,507	14,798	13,070	12,175	2,623	82%
100	100	01500	00052	523200	COMMUNICATIONS	3,759	3,968	4,039	2,135	1,833	54%
100	100	01500	00052	523210	POSTAGE	2,089	1,740	1,852	1,418	322	81%
100	100	01500	00052	523300	ADVERTISING	1,082	1,500	1,223	649	851	43%
100	100	01500	00052	523505	TRAVEL-EMPLOYEE	8,277	1,000	7,040	-	1,000	0%
100	100	01500	00052	523600	DUES AND FEES	12,768	8,400	9,268	6,290	2,110	75%
100	100	01500	00052	523610	SOUTHWEST GA RDC DUES	3,304	3,366	3,333	2,520	846	75%
100	100	01500	00052	523700	EDUCATION AND TRAINING	3,218	1,000	2,730	(266)	1,266	-27%
Total Purchased / Contracted Services						130,191	83,172	101,987	75,951	7,221	91%
100	100	01500	00053	531230	ELECTRICITY	4,859	5,675	5,504	3,756	1,919	66%
100	100	01500	00053	531270	GAS & OIL	238	300	155	109	191	36%
100	100	01500	00053	531300	FOOD / EMPLOYEE APPRECIATION	2,413	2,000	2,723	2,513	(513)	126%
100	100	01500	00053	531600	SMALL EQUIPMENT	125	500	-	1,440	(940)	288%
100	100	01500	00053	531700	OFFICE SUPPLIES	8,631	5,880	8,450	4,901	980	83%
100	100	01500	00053	531720	CLEANING/ PAPER SUPPLIES	1,726	1,400	1,518	924	476	66%
Total Supplies - Administration						17,992	15,755	18,351	13,642	2,113	87%
100	100	01500	00054	541001	RECREATION PROPERTY	28,778	-	-	-	-	-
100	100	01500	00054	542000	MACHINERY & EQUIPMENT	-	-	-	-	-	-
100	100	01500	00054	542400	CAPITAL OUTLAY-COMPUTERS	-	-	-	-	-	-
100	100	01500	00054	542500	CAPITAL OUTLAY-OTHER EQUI	-	-	-	-	-	-
Total Capital Outlay - Administration						28,778	-	-	-	-	-

City of Leesburg ~ General Fund

FY 2021 Budget to Actual Report by line item

		FY 2019 Audited Revenues & Expenditures	FY 2020 Audited Revenues & Expenditures	FY 2021 Approved Budget	FY 2021 Unaudited Actual Revenues & Expenditures 03/31/2021	Remaining FY 2021 Budget	Percentage of Actuals to Budget Used
100	100 01500 00057	6,894	25,751	200		200	0%
100	100 01500 00057	3,200	3,204	3,200	3,200	-	100%
100	100 01500 00057	15,500	15,500	15,500	11,625	3,875	75%
100	100 01500 00057	-	-	3,500	2,063	1,438	
Total Other - Administration		25,594	44,455	22,400	16,888	5,513	75%
Subtotal Administration		363,656	334,191	312,791	240,182	72,609	77%
Municipal Court							
100	150 01550 00051	5,141	5,373	5,489	4,084	1,406	74%
100	150 01550 00051	393	411	420	312	108	74%
Total Personnel Municipal Court		5,534	5,784	5,909	4,396	1,513	74%
100	150 01550 00052	-	-	-	-	-	
100	150 01550 00052	4,920	6,500	7,830	3,755	4,075	48%
100	150 01550 00052	401	441	366	677	(311)	185%
100	150 01550 00052	20,440	19,010	15,000	16,538	(1,538)	110%
100	150 01550 00052	6,000	4,500	6,000	4,500	1,500	75%
100	150 01550 00052	870	1,629	500	500	0	0%
100	150 01550 00052	651	775	500	100	400	20%
100	150 01550 00052	56,740	78,083	74,250	63,848	10,402	86%
Total Purchased / Contracted Services Municipal Court		90,023	110,939	104,446	89,418	15,028	86%
Subtotal Municipal Court		95,557	116,723	#####	93,814	16,542	85%
100	250 25100 00057	1,000	1,000	100,000	510	100,000	1%
Contingency Fund		1,000	1,000	100,000	510	100,000	1%
Planning & Zoning / Code Enforcement							
100	740 07450 00051	5,220	3,930	3,120		3,120	0%
100	740 07450 00051	395	301	239		239	0%
100	740 07450 00051	231	132	136	100	36	73%
Total Personnel Planning & Zoning		5,847	4,363	3,494	100	3,395	3%
Subtotal Planning & Zoning / Code Enforcement		5,847	4,363	3,494	100	3,395	3%

City of Leesburg - General Fund

FY 2021 Budget to Actual Report by line item

				FY 2019		FY 2020		FY 2021		Percentage of FY 2021 Actuals to Budget Used	
				Audited Revenues & Expenditures	Audited Revenues & Expenditures	Audited Revenues & Expenditures	Approved Budget	Unaudited Actual Revenues & Expenditures 03/31/2021	Remaining FY 2021 Budget		
100	300	03200	00053	531780	POLICE SUPPLIES	6,304	16,994	9,200	6,612	2,588	72%
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	8,991	(4,991)	225%
Total Supplies - Public Safety				54,069		68,532		54,556	48,294	6,262	89%
100	300	03200	00054	542200	CAPITAL OUTLAY-NEW VEHICLE	-	-	-	-	-	-
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	-	-	-	-	-	-
Total Capital Outlays - Public Safety				-		-		-	-	-	-
Subtotal Public Safety				969,354		1,051,400		1,120,474	818,758	301,716	73%
Public Works Maintenance											
100	400	04300	00052	522100	Refuge Contract	465,661	470,280	477,000	318,320	158,680	67%
100	400	04300	00052	522101	INERT TRASH REMOVAL	19,814	44,779	21,341	6,460	14,881	30%
Sub Total Sanitation				485,475		515,060		498,341	324,780	173,561	65%
100	400	04600	00051	511100	REGULAR EMPLOYEES	112,218	114,799	125,214	92,648	32,566	74%
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	16,597	7,551	69%
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	14,086	(27)	100%
100	400	04600	00051	512100	EMPLOYEE GROUP INSURANCE	16,651	15,419	32,722	14,018	18,704	43%
100	400	04600	00051	512200	FICA	10,321	10,962	12,998	9,058	3,941	70%
100	400	04600	00051	512400	RETIREMENT	9,180	7,801	10,343	7,757	2,586	75%
100	400	04600	00051	512415	479b cont	590	523	965	362	603	38%
100	400	04600	00051	512700	WORKERS' COMPENSATION	14,069	8,339	8,286	7,542	745	91%
Total Personnel Services Public Works				194,157		196,930		235,556	165,051	70,505	70%
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	6,000	2,000	75%

City of Leesburg - General Fund

FY 2021 Budget to Actual Report by line item

				FY 2019		FY 2020		FY 2021		Percentage of FY 2021 Actuals to Budget Used
				Audited Revenues & Expenditures	Audited Revenues & Expenditures	Audited Revenues & Expenditures	Approved Budget	Actual Revenues & Expenditures 03/31/2021	Remaining FY 2021 Budget	
100	400	04600	00052	43,503	29,733	23,000	28,879	(5,879)	126%	
100	400	04600	00052	4,012	1,273	2,500	1,635	865	65%	
100	400	04600	00052	3,046	3,355	3,000	1,066	1,934	36%	
100	400	04600	00052	17,459	11,443	13,631	10,504	3,127	77%	
100	400	04600	00052	-	-	-	-	-	-	
100	400	04600	00052	766	1,167	2,000	7,694	(5,694)	385%	
100	400	04600	00052	7,058	9,847	7,000	7,281	(281)	104%	
100	400	04600	00052	112	1,804	1,500	-	1,500	0%	
100	400	04600	00052	11,322	11,915	13,298	9,409	3,889	71%	
100	400	04600	00052	2,852	3,861	3,892	2,726	1,166	70%	
100	400	04600	00052	1,656	770	1,000	-	1,000	0%	
100	400	04600	00052	-	50	500	-	500	0%	
100	400	04600	00052	784	653	600	545	55	91%	
100	400	04600	00052	-	-	-	-	-	-	
100	400	04600	00052	375	600	500	500	500	0%	
Total Purchased / Contracted Services - Public Works				115,649	88,213	83,521	77,405	6,116	93%	
100	400	04600	00053	4,858	5,004	5,230	3,197	2,033	61%	
100	400	04600	00053	-	-	-	-	-	-	
100	400	04600	00053	22,270	15,224	17,000	9,756	7,244	57%	
100	400	04600	00053	60,798	60,800	62,112	41,518	20,594	67%	
100	400	04600	00053	631	1,366	1,500	1,052	448	70%	
100	400	04600	00053	566	1,015	1,372	394	978	29%	
100	400	04600	00053	18,121	12,515	12,225	5,651	6,574	46%	
100	400	04600	00053	4,727	-	-	-	-	-	
100	400	04600	00053	3,702	-	-	-	-	-	
100	400	04600	00053	1,868	-	-	-	-	-	
100	400	04600	00053	9,294	9,804	10,000	-	10,000	0%	
Total Supplies - Public Works				126,836	105,728	109,439	61,568	47,871	56%	
100	400	04600	00054	-	-	-	-	-	-	
100	400	04600	00054	-	-	-	-	-	-	
100	400	04600	00054	-	-	-	-	-	-	

City of Leesburg ~ General Fund

FY 2021 Budget to Actual Report by line item

		FY 2019 Audited Revenues & Expenditures	FY 2020 Audited Revenues & Expenditures	FY 2021 Approved Budget	FY 2021 Unaudited Actual Revenues & Expenditures 03/31/2021	Remaining FY 2021 Budget	Percentage of FY 2021 Actuals to Budget Used				
Total Capital Outlay - Public Works		922,117	905,930	926,857	628,804	298,054	68%				
Subtotal Public Works Maintenance											
Chamber of Commerce											
100	750	07520	00052	523200	COMMUNICATIONS	3,977	4,239	4,215	3,002	1,213	71%
100	750	07520	00052	522220	BUILDING REPAIR & MAINT	506	4,574	1,000	951	49	95%
100	750	07520	00052	521201	COMPUTER SUPPORT FEES	1,020	299	659	775	(116)	118%
100	750	07520	00052	531210	WATER, SEWER, TRASH	258	2,982	276	161	115	58%
100	750	07520	00053	531230	ELECTRICITY	2,982	375	3,500	2,706	794	77%
100	750	07520	00053	531720	CLEANING/ PAPER SUPPLIES	942	800	800	199	601	25%
Subtotal Chamber of Commerce		9,685	13,273	10,450	7,795	2,655	75%				
Total General Fund Expenses		2,443,827	2,489,873	2,639,534	1,824,062	815,997	69%				
General Fund Net Gain / (Loss)		461,432	(23,631)	0	674,854						

City of Leesburg ~ Water & Sewer Fund

FY 2021 Budget to Actual Report by line item

FY 2021
Unaudited
Actual
Revenues &
Expenditures
03/31/2021

FY 2020
Audited
Revenues &
Expenditures

FY 2021
Approved
Budget

Remaining
FY 2021
Budget

Percentage
of FY 2021
Actuals to
Budget Used

WATER AND SEWER FUND REVENUE

	FY 2019 Audited Revenues & Expenditures	FY 2020 Audited Revenues & Expenditures	FY 2021 Approved Budget	Unaudited Actual Revenues & Expenditures 03/31/2021	Remaining FY 2021 Budget	Percentage of FY 2021 Actuals to Budget Used
505 033 33400 334302 DIRECT CDBG 16P-X-088-	480,000	-	-	-	-	-
505 034 34400 34420 WATER SALES	463,076	547,585	539,135	434,117	105,018	81%
505 034 34400 34421 WATER TAP FEES	9,500	18,350	10,000	8,750	1,250	88%
505 034 34400 344212 RECONNECTION FEE	13,002	5,749	12,510	12,510	0	0%
505 034 34400 34420 WATER PENALTY	25,267	20,302	27,000	12,600	14,400	47%
505 034 34400 34420 WATER FUND BEGINNING BAL			230,000		230,000	0%
505 034 34400 34425 SEWER SALES	446,757	499,990	482,636	426,475	56,161	88%
505 034 34400 344256 SEWER TAP FEES	6,435	23,595	10,000	10,725	(725)	107%
505 034 34900 34900 BAD CHECK FEE	910	596	1,500	280	1,220	19%
505 034 36100 36100 INTEREST	6,376	2,441	5,000	2,101	2,899	42%
505 038 38300 38300 INSURANCE PROCEEDS	8,280	2,000	-	-	-	-
505 038 38900 38900 OTHER MISCELLANEOUS INCOME	977	1,542	-	398	(398)	-
505 038 38900 38900 CASH OVER/SHORT	(68)	-	-	(10)	10	-
505 039 39100 39100 TRANSFER IN-OTHER FUNDS	-	83,378	-	41,689	(41,689)	-
505 039 39380 39380 CAPITAL CONTRIBUTIONS	81,400	55,537	-	-	-	-
505 061 61100 61200 TRANSFER OUT - OTHER FUNDS	(300,000)	-	-	-	-	-
505 039 39100 391201 Indirect Allocation	(60,519)	(69,360)	(58,922)	(44,192)	(14,730)	75%
Total Water and Sewer Fund Revenue	1,181,393	1,191,705	1,258,859	892,933	365,926	71%

WATER AND SEWER FUND EXPENSES

SEWER DEPARTMENT

505 400 04330 00051 511100 REGULAR EMPLOYEES	82,220	86,199	85,921	65,776	20,144	77%
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	3,464	2,070	63%
505 400 04330 00051 512100 EMPLOYEE GROUP INSURANCE	4,849	4,762	13,140	4,023	9,116	31%
505 400 04330 00051 512200 FICA	6,642	7,019	7,567	5,513	2,054	73%
505 400 04330 00051 512400 RETIREMENT	5,555	4,958	6,475	4,856	1,619	75%
505 400 04330 00051 512415 457b plan cont	1,100	1,508	1,580	1,535	45	97%
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 2021
Unaudited
Actual

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

Percentage of FY 2021 Actuals to Budget Used

505	400	04330	00051	512910 VEHICLE ALLOWANCE-CITY MA	2,975	3,000	2,250	750	75%
Total Personnel Services Sewer					111,650	129,180	90,902	38,278	70%
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	7,500	5,286	2,214	70%
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	3,810	3,780	30	99%
505	400	04330	00052	521250 WATER TESTING	-	-	-	-	
505	400	04330	00052	522210 EQUIPMENT REPAIR & MAINT	37,459	18,000	4,871	13,129	27%
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	21,609	15,289	6,320	71%
505	400	04330	00052	523200 COMMUNICATIONS	14,005	11,900	6,007	5,893	50%
505	400	04330	00052	523210 POSTAGE	-	300	-	300	0%
505	400	04330	00052	523226 WATERSHED MON CONTRACT (T	-	6,200	1,670	4,530	27%
505	400	04330	00052	523300 ADVERTISING	48	400	408	(8)	102%
505	400	04330	00052	523505 TRAVEL-EMPLOYEE	-	500	-	500	0%
505	400	04330	00052	523600 DUES AND FEES	3,488	1,500	461	1,039	31%
Total Contracted Services Sewer Dept					86,437	75,719	40,949	34,770	54%
505	400	04330	00053	531230 ELECTRICITY-PUMP/LIFT STATIONS	28,596	22,143	14,325	7,818	65%
505	400	04330	00053	531270 GAS & OIL	2,534	1,200	2,615	(1,415)	218%
505	400	04330	00053	531600 SMALL EQUIPMENT	-	-	-	-	
505	400	04330	00053	531700 OFFICE SUPPLIES	813	1,000	695	305	69%
505	400	04330	00053	531900 SEWER SUPPLIES	2,535	5,400	6,287	(887)	116%
Total Supplies Sewer Dept					34,479	29,743	23,922	5,821	80%
505	400	04330	00054	542200 CAPITAL OUTLAY-NEW VEHICL	-	-	-	-	
505	400	04330	00054	542500 CAPITAL OUTLAY-OTHER EQUI	-	-	-	-	
505	400	04330	00054	542530 2014 I & I CAPITAL PROJEC	-	-	-	-	
505	400	04330	00054	542531 PUBLIC WORKS W/S EXTENSIO	-	-	-	-	
Total Capital Outlay Sewer Dept					-	-	-	-	-

City of Leesburg ~ Water & Sewer Fund

FY 2021 Budget to Actual Report by line item

		FY 2019 Audited Revenues & Expenditures		FY 2020 Audited Revenues & Expenditures		FY 2021 Approved Budget		FY 2021 Unaudited Actual Revenues & Expenditures 03/31/2021		Remaining FY 2021 Budget		Percentage of FY 2021 Actuals to Budget Used	
505	400	04330	00056	561000	DEPRECIATION	263,876	260,323	100,000	75,000	25,000	25,000	75%	
Total Depreciation Sewer Dept		505	400	04330	00057	263,876	260,323	100,000	75,000	25,000	25,000	75%	
Total Other Costs Sewer Dept		505	400	04330	00058	6,748	-	25,000	-	25,000	-	0%	
505	400	04330	00058	581301	GEFA DWSRF 11-015	7,145	6,714	6,275	1,610	4,665	25,000	0%	
505	400	04330	00058	582000	INTEREST PAID ON NOTES	-	-	-	-	-	-	26%	
Total Debt Service Sewer Dept		505	400	04330	00051	7,145	6,714	6,275	1,610	4,665	4,665	26%	
Subtotal Sewer Department		505	400	04330		510,334	488,132	365,917	232,384	133,533	133,533	64%	
SEWAGE TREATMENT PLANT													
505	400	04335	00051	511100	REGULAR EMPLOYEES	68,910	75,959	73,976	58,840	15,136	15,136	80%	
505	400	04335	00051	511101	REGULAR EMPLOYEES VAC SELL BACK	445	488	2,785	488	2,297	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	10,228	869	869	92%	
505	400	04335	00051	512100	EMPLOYEE GROUP INSURANCE	936	410	12,957	481	12,476	12,476	4%	
505	400	04335	00051	512200	FICA	6,421	6,888	6,822	5,377	1,445	1,445	79%	
505	400	04335	00051	512400	RETIREMENT- Pension	5,058	4,882	6,350	4,763	1,588	1,588	75%	
505	400	04335	00051	512415	457b plan cont	384	384	384	288	96	96	75%	
505	400	04335	00051	512700	WORKERS' COMPENSATION	294	1,887	1,298	1,115	183	183	86%	
505	400	04335	00052	521150	SLUDGE DISPOSAL	10,578	5,213	12,000	1,014	10,986	10,986	8%	
505	400	04335	00052	521250	WATER TESTING	34,918	35,293	35,000	18,324	16,676	16,676	52%	
505	400	04335	00052	522250	VEHICLE REPAIR	987	1,299	1,000	379	621	621	38%	
505	400	04335	00052	522310	UNIFORMS	822	495	800	385	415	415	48%	
505	400	04335	00052	523505	TRAVEL-EMPLOYEE	1,867	410	1,200	580	1,200	1,200	0%	
505	400	04335	00052	523700	EDUCATION & TRAINING	1,625	730	1,000	580	420	420	58%	
505	400	04335	00053	531230	Electricity	46,195	48,592	50,935	30,219	20,716	20,716	59%	
505	400	04335	00053	531701	Other Supplies	1,884	895	800	451	349	349	56%	
505	400	04335	00053	531885	Chemicals for Plant	21,049	32,873	30,000	21,754	8,246	8,246	73%	
505	400	04335	00052	522200	WWTF Repairs & Maintenance	24,939	13,860	17,000	4,740	12,260	12,260	28%	
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 2019 Audited Revenues & Expenditures		FY 2020 Audited Revenues & Expenditures		FY 2021 Approved Budget		FY 2021 Unaudited Actual Revenues & Expenditures 03/31/2021		Percentage of FY 2021 Actuals to Budget Used	
		240,606	245,035	245,035	266,797	160,818	105,978	160,818	105,978		
Total Sewage Treatment Plant		240,606	245,035	245,035	266,797	160,818	105,978	160,818	105,978	60%	
Subtotal Sewage Treatment Plant		240,606	245,035	245,035	266,797	160,818	105,978	160,818	105,978	60%	
Water Department											
505	400	04400	00051	511100	REGULAR EMPLOYEES	121,628	133,071	137,939	104,944	32,995	76%
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	9,174	2,198	81%
505	400	04400	00051	512100	EMPLOYEE GROUP INSURANCE	11,213	11,027	25,477	9,412	16,065	37%
505	400	04400	00051	512200	FICA	10,558	11,195	12,188	8,885	3,303	73%
505	400	04400	00051	512400	RETIREMENT	11,699	16,405	10,378	7,783	2,595	75%
505	400	04400	00051	512415	457b plan cont	1,328	1,721	1,892	1,688	204	89%
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	2,250	750	75%
Total Personal Services Water Dept		177,485	196,911	196,911	212,961	150,606	62,355	150,606	62,355	71%	
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	5,186	1,814	74%
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	2,160	1,340	62%
505	400	04400	00052	522210	EQUIPMENT REPAIR & MAINT	16,929	3,694	2,000	446	1,554	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	16,289	5,320	75%
505	400	04400	00052	523200	COMMUNICATIONS	9,376	9,160	9,720	3,743	5,977	39%

City of Leesburg ~ Water & Sewer Fund

FY 2021 Budget to Actual Report by Line Item

FY 2021
Unaudited
Actual

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

	FY 2019 Audited Revenues & Expenditures	FY 2020 Audited Revenues & Expenditures	FY 2021 Approved Budget	FY 2021 Remaining Budget	Percentage of FY 2021 Actuals to Budget Used
505 400 04400 00052 523210 POSTAGE	102	93	400	47	353
505 400 04400 00052 523300 ADVERTISING	516	360	600	272	328
505 400 04400 00052 523505 TRAVEL-EMPLOYEE	3,134	1,514	500	(760)	1,260
505 400 04400 00052 523600 DUES AND FEES	3,427	1,304	1,400	409	991
Total Contracted Services Water Dept	73,561	59,838	57,820	37,310	20,510
505 400 04400 00053 531230 ELECTRICITY-WELLS	19,351	22,169	24,104	14,343	9,761
505 400 04400 00053 531270 GAS & OIL	-	-	500	-	500
505 400 04400 00053 531600 SMALL EQUIPMENT	-	-	-	-	-
505 400 04400 00053 531700 OFFICE SUPPLIES	777	754	1,500	471	1,029
505 400 04400 00053 531870 WATER SUPPLIES	11,078	10,429	20,000	14,526	5,474
505 400 04400 00053 531885 CHEMICALS	4,761	5,178	7,000	3,322	3,679
Total Supplies Water Dept	35,967	38,530	53,104	32,662	20,442
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
505 400 04400 00054 542534 WATER LINE IMPROVEMENTS	-	-	-	-	-
Total Capital Outlays Water Dept	-	43,129	43,129	-	43,129
505 400 04400 00056 561000 DEPRECIATION	100,000	100,000	100,000	75,000	25,000
Total Depreciation Water Dept	100,000	100,000	100,000	75,000	25,000
505 400 04400 00057 579000 CONTINGENCY	-	-	25,000	104	24,897
505 061 61100 612000 TRANSFER OUT - OTHER FUNDS	-	50,000	100,000	75,000	25,000
Total Other Costs Water Dept	-	50,000	125,000	75,104	49,896
505 400 04400 00058 582000 INTEREST PAID ON NOTES	40,970	38,345	34,131	8,935	25,196
Total Water Dept Debt Service	40,970	38,345	34,131	8,935	25,196
Subtotal Water Department	427,982	526,753	626,145	379,617	246,528

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 03/31/2021	Remaining FY 2021 Budget	Percentage of FY 2021 Actuals to Budget Used
Total Water and Sewer Expenses	1,178,923	1,259,921	1,258,859	772,820	486,040	61%
Water and Sewer Net Gain / Loss	2,471	(68,216)	(0)	120,113		
Plus Unfunded Depreciation	363,876	360,323	200,000	150,000		
Less Principal Debt Reduction	162,919	193,236	182,161	49,029		
Less Other investment in capital						
Less Operational Transfer to General Fund	-		-	-		
Net affect on Cash Reserves increase / (decrease)	203,428	98,871	17,839	221,085		

To: Mr. Bob Alexander

From: Chief C. Prokesh

Date: April 29, 2021

RE: Monthly Report, April-2021

CADs = 1,001

Arrests = 25

Criminal/Investigative:

Municipal Court:

D.U.I. = 2
Criminal Trespass = 1
Traffic Arrests = 9
Drug Arrests = 1
Hit and Run = 1

Superior Court:

Poss of Methamphetamines = 1
Poss of Marijuana with intent to distribute = 1
Poss of Drug Related Objects = 1
Sexual battery = 2 (Juvenile/School)
Contributing to the delinquency of a minor = 2
False Imprisonment = 1
Battery (Domestic Violence) = 1
Simple Battery = 1
Theft by Receiving = 1

Recovered Stolen Vehicle = 1
Warrant Service = 3

Traffic Investigation/Enforcement:

Citations = 129

Accidents = 18

Vehicle vs. Vehicle = 14
Vehicle vs. Deer = 2
Motorcycle = 1
Hit and Run = 1

Warnings = 118

OTHER:

1. Hope Box Certification (PD and City hall Girls)

Lee County 911
119 Pinewood Rd Leesburg , GA 31763

CFS By Department - Select Department By Date
 For Leesburg Police Department 4/1/2021 - 4/30/2021

Leesburg Police Department	Count	Percent
ABANDONED CHILD	1	0.10%
ALARM/FIRE/COMMERCIAL	2	0.20%
ALTERED MENTAL STATUS	1	0.10%
ANIMAL AT LARGE	1	0.10%
ANIMAL CALLS	5	0.50%
ANIMAL/HUMAN BITE	1	0.10%
AREA CHECK	549	54.85%
ASSIST MOTORIST	2	0.20%
ASSIST OTHER AGENCY/SERVICE	2	0.20%
ATV / DIRT BIKE COMPLAINT	2	0.20%
BURGLARY	2	0.20%
BUSINESS ALARM	11	1.10%
CALL BY PHONE	5	0.50%
CHECK POINT/ROAD BLOCK	1	0.10%
CHILD/ANIMAL LOCKED IN VEHICLE	1	0.10%
CHOKING	1	0.10%
COMPLAINT	4	0.40%
CONTACT PERSON	5	0.50%
CUSTOMER TROUBLE	1	0.10%
DAMAGE TO PROPERTY	4	0.40%
DELAYED VEHICLE ACCIDENT REPORT	1	0.10%
DIABETIC PROBLEMS	2	0.20%
DIRECT TRAFFIC	1	0.10%
DOMESTIC	8	0.80%
ESCORT	2	0.20%
FALL	1	0.10%
FIGHT	1	0.10%
FIRE - STRUCTURE	4	0.40%
FIRE/VEHICLE	1	0.10%
FLAG DOWN	1	0.10%
FOLLOW UP	25	2.50%
FRAUD	1	0.10%
HANG UP	1	0.10%
HARASSMENT COMPLAINT	3	0.30%
HEAD TRAUMA	1	0.10%
IDENTITY THEFT	1	0.10%
INFORMATION	5	0.50%
INJURED PERSON	1	0.10%
INVESTIGATION	1	0.10%
JUVENILE PROBLEM	1	0.10%
JUVENILE TRANSPORT	2	0.20%
LACERATION	1	0.10%

Leesburg Police Department	Count	Percent
LOST/STOLEN TAG	1	0.10%
MECHANICAL BREAKDOWN	3	0.30%
MISCELLANEOUS	5	0.50%
MISSING PERSON LOCATED	1	0.10%
MOLESTATION	1	0.10%
NOISE COMPLAINT	3	0.30%
NON-RESPONSIVE/NOT BREATHING	1	0.10%
OPEN DOOR/WINDOW	2	0.20%
PERSON MISSING	2	0.20%
RESIDENTIAL ALARM	3	0.30%
ROAD HAZARD	4	0.40%
SEARCH WARRANT	1	0.10%
SEIZURES/CONVULSIONS	1	0.10%
SHOTS FIRED	1	0.10%
SPECIAL DETAIL	19	1.90%
SPEEDING/RECKLESS DRIVING	11	1.10%
SUICIDAL THOUGHTS	1	0.10%
SUSPICIOUS ACTIVITY	5	0.50%
SUSPICIOUS PERSON/VEHICLE	23	2.30%
THEFT	7	0.70%
THREATS	1	0.10%
TRAFFIC STOP (CLI)	188	18.78%
TRANSPORT PRISONER	3	0.30%
UNLOCK VEHICLE	17	1.70%
UNWANTED GUEST	2	0.20%
VEHICLE ACCIDENT	14	1.40%
VEHICLE ACCIDENT/ DEER	2	0.20%
VEHICLE ACCIDENT/ HIT AND RUN	1	0.10%
VEHICLE ACCIDENT/ MOTORCYCLE/ATV	1	0.10%
VEHICLE RECOVERED	1	0.10%
VIN VER/TRAILER INSPECTION	5	0.50%
WELFARE CHECK	5	0.50%
Total Records For Leesburg Police Department	1001	Dept Calls/Total Calls 100.00%
Total Records	1001	

PUBLIC WORKS

MONTHLY REPORT

MARCH - 26 - APRIL 26 - 2021

. LIFT STATION - REMAINS OPERATIONAL [ALL PUMPS OR OPERATIONAL]

. LIMBS PICK UP - FOR THE MONTH OF APRIL [9] LOADS

TOTAL CHARGE [0.00]

. LIGHTING - NO ACTIVITY

. MOSQUITOES CONTROL - SPRAYING TUESDAY AND THURSDAYS

CITY OF LEESBURG

PROJECT STATUS

. MAN HOLES REPAIR - ARE MOVING FORWARD

. CENTRAL PARK - SPRAYING CENTRAL PARK TO CONTROL UNDER GROWTH

Count of No.	Estimated Hours	Class	Type	Total
City Hall	0	Pick up supplies	PICK UP CASES OF WATER FOR CITY HALL	1
		Pick up supplies Total		1
		Sanitation	EMPTY TRASH CANS AT ENTRANCES TO CITY HALL	1
		Sanitation Total		1
	0 Total			2
	0.25	Maintenance	REPLACE LIGHT BULBS	1
		Maintenance Total		1
		Water	(blank)	1
		Water Total		1
	0.25 Total			2
	0.45	Vehicles	(blank)	1
		Vehicles Total		1
	0.45 Total			1
	1.3	Streets	MOWING & WEEDEATING	2
		Streets Total		2
	1.3 Total			2
	1.5	Streets	MOWING & WEEDEATING	1
		Streets Total		1
	1.5 Total			1
	2	Streets	MOWING & WEEDEATING	1
		Streets Total		1
	2 Total			1
	3	Streets	MOWING & WEEDEATING	1
		Streets Total		1
	3 Total			1
City Hall Total				10
Lift Stations	4	Water	CHECK LIFT STATION	1
		Water Total		1
	4 Total			1
Lift Stations Total				1
Public Works	2	Maintenance	(blank)	1
		Maintenance Total		1
		Streets	MOWING & WEEDEATING	1
		Streets Total		1
	2 Total			2
	3	Maintenance	(blank)	1
		Maintenance Total		1
		Streets	MOWING & WEEDEATING	1
		Streets Total		1
	3 Total			2
Public Works Total				4
Service Address/Street	0	Sanitation	DELIVER GARBAGE CAN PICK UP BROKEN CAN AND REPLACE WITH NEW CAN PICK UP TRASH CAN YARD DEBRIS PICKUP	3
		Sanitation Total		11
		Sewer	Jet Sewer Line	1
		Sewer Total		1
		Streets	FIX POTHOLES Remove Roadkill Sign Replacement	1
		Streets Total		3
		Water	CHECK FOR LEAK AND GET READING CUT WATER BACK ON AFTER BILL PAID ON CUT OFF DAY GET READING FOR BEGINNING OF NEW SERVICE Repair Leak TURN WATER OFF/LOCK METER/PICK UP CAN/GET READING TURN WATER ON TURN WATER ON DELIVER TRASH CAN GET READING TURN WATER ON AND GET READING	1
		Water Total		19
	0 Total			34
	0.05	Water	CHECK FOR LEAK AND GET READING GET READING ONLY TURN WATER OFF/LOCK METER/PICK UP CAN/GET READING TURN WATER ON DELIVER TRASH CAN GET READING	1
		Water Total		4
	0.05 Total			4
	0.1	Sanitation	DELIVER GARBAGE CAN (blank)	3
		Sanitation Total		4
		Water	CHECK FOR LEAK AND GET READING CHECK WATER METER CUT WATER OFF AND TAG DOOR AFTER FAILURE TO KEEP PROMISE TO PAY GET READING ONLY TURN WATER OFF AND LOCK METER AND GET READING TURN WATER OFF/LOCK METER/PICK UP CAN/GET READING TURN WATER ON DELIVER TRASH CAN GET READING TURN WATER ON AND GET READING VERIFY WATER IS OFF AND LOCKED. GET READING.	2
		Water Total		18
	0.1 Total			22
	0.15	Maintenance	BEAUTIFICATION	1
		Maintenance Total		1
		Water	VERIFY WATER IS OFF AND LOCKED. GET READING.	1
		Water Total		1
	0.15 Total			2
	0.2	Water	GET READING FOR BEGINNING OF NEW SERVICE TURN WATER ON DELIVER TRASH CAN GET READING TURN WATER ON AND GET READING	1
		Water Total		3
	0.2 Total			5
	0.25	Sanitation	PICK UP BROKEN CAN AND REPLACE WITH NEW CAN PICK UP TRASH CAN VERIFY # OF TRASH CANS AT THIS LOCATION	3
		Sanitation Total		1
		Sanitation Total		1

Service Address/Street	0.25	Sanitation Total		5		
		Streets	Bush Hogging INSTALL STREET SIGNS MOWING & WEEDEATING	2 1 6		
		Streets Total		9		
		Water	CUT WATER BACK ON AFTER BILL PAID ON CUT OFF DAY CUT WATER OFF AND TAG DOOR AFTER FAILURE TO KEEP PROMISE TO PAY GET READING FOR BEGINNING OF NEW SERVICE GET READING ONLY TURN WATER OFF AND LOCK METER AND GET READING TURN WATER OFF/LOCK METER/PICK UP CAN/GET READING TURN WATER ON TURN WATER ON DELIVER TRASH CAN GET READING TURN WATER ON AND GET READING	1 1 1 2 1 3 1 1 4		
		Water Total		15		
	0.25 Total			29		
		0.3	Sanitation	CHECK DUMPSTER FOR ILLEGAL DUMPING PICK UP TRASH CAN (blank)	4 1 1	
			Sanitation Total		6	
			Sewer	CHECKED CUSTOMERS FOR SEWER HOOKUP	1	
			Sewer Total		1	
			Streets	Bush Hogging MOWING & WEEDEATING Pothole Repair Remove Roadkill (blank)	3 2 6 1 1	
			Streets Total		13	
			Water	CHECK FOR LEAK AND GET READING GET READING AND DELIVER TRASH CAN GET READING ONLY Repair Leak TURN WATER OFF/LOCK METER/PICK UP CAN/GET READING TURN WATER ON TURN WATER ON DELIVER TRASH CAN GET READING TURN WATER ON AND GET READING VERIFY WATER IS OFF AND LOCKED. GET READING.	2 1 4 1 5 2 4 4 1	
			Water Total		24	
	0.3 Total				44	
			0.4	Streets	MOWING & WEEDEATING	1
				Streets Total		1
	0.4 Total				1	
			0.45	Streets	MOWING & WEEDEATING Put down Rock/Gravel	1 1
			Streets Total		2	
0.45 Total				2		
		0.5	Sanitation	INVESTIGATE CUSTOMERS PROPERTY TO SEE IF THEY ALREADY HAVE A TRASH CAN BEFORE YOU DELIVER ONE	1	
			Sanitation Total		1	
			Water	GET READING ONLY	1	
			Water Total		1	
0.5 Total				2		
		1	Sewer	Jet Sewer Line	1	
			Sewer Total		1	
			Storm Drainage	CLEAR OUT DRAIN THAT IS CLOGGED UP	1	
			Storm Drainage Total		1	
			Streets	Bush Hogging FILL IN HOLE WITH DIRT MOWING & WEEDEATING SPRAYING WEED KILLER	2 1 13 3	
			Streets Total		19	
			Water	CHECK FOR LEAK AND GET READING RAISE METER BOX Repair Leak REPLACE METER/REGISTER	2 1 2 1	
			Water Total		6	
1 Total				27		
		1.3	Sanitation	YARD DEBRIS PICKUP	1	
			Sanitation Total		1	
			Streets	MOWING & WEEDEATING	3	
			Streets Total		3	
1.3 Total				4		
		1.5	Streets	MOWING & WEEDEATING	1	
			Streets Total		1	
			Water	Pulled Pump	1	
			Water Total		1	
1.5 Total				2		
		2	Sewer	Check for Stoppage Jet Sewer Line	1 1	
			Sewer Total		2	
			Storm Drainage	CLEAR OUT DRAIN THAT IS CLOGGED UP	1	
			Storm Drainage Total		1	
			Streets	MOWING & WEEDEATING SPRAYING WEED KILLER Trim Trees	6 1 1	
			Streets Total		8	
			Water	CHECK LIFT STATION Pulled Pump Repair Leak	1 1 2	
			Water Total		4	
2 Total				15		
		3	Sanitation	(blank)	1	
			Sanitation Total		1	
			Sewer	Check for Stoppage	1	
			Sewer Total		1	
			Streets	FILL IN HOLE WITH DIRT MOWING & WEEDEATING MOWING AROUND TOWN PUT DOWN CRUSHED ASPHALT SPRAYED ROUND UP	1 7 1 1 2	

Service Address/Street	3	Streets Total		12
		Water	Repair Leak	1
		Water Total		1
	3 Total			15
	3.5	Streets	MOWING & WEEDEATING	1
		Streets Total		1
	3.5 Total			1
	4	Sanitation	YARD DEBRIS PICKUP	3
		Sanitation Total		3
		Storm Drainage	Repair Storm Drain	1
		Storm Drainage Total		1
		Streets	Bush Hogging	1
			MOWING & WEEDEATING	2
			SPRAYED MOSQUITOES	2
			SPRAYING WEED KILLER	1
		Streets Total		6
		Water	SKIPPED METER LIST	1
	Water Total		1	
	4 Total			11
	5	Streets	Bush Hogging	1
Streets Total			1	
5 Total			1	
6.5	Streets	MOWING & WEEDEATING	1	
	Streets Total		1	
6.5 Total			1	
7	Streets	MOWING & WEEDEATING	1	
		PUT DOWN CRUSHED ASPHALT	1	
		Sign Replacement	1	
	Streets Total		3	
7 Total			3	
8	Water	Cut off List	1	
		SKIPPED METER LIST	1	
	Water Total		2	
8 Total			2	
(blank)	Sanitation	PICK UP TRASH CAN	1	
	Sanitation Total		1	
	Water	TURN WATER OFF/LOCK METER/PICK UP CAN/GET READING	1	
		TURN WATER ON DELIVER TRASH CAN GET READING	2	
	Water Total	TURN WATER ON AND GET READING	1	
(blank) Total			5	
Service Address/Street	Total		232	
Train Depot	1	Maintenance	TRAIN DEPOT MAINTENANCE	1
		Maintenance Total		1
		Streets	MOWING & WEEDEATING	2
		Streets Total		2
	1 Total			3
	1.5	Streets	MOWING & WEEDEATING	1
		Streets Total		1
	1.5 Total			1
	3	Streets	MOWING & WEEDEATING	2
		Streets Total		2
	3 Total			2
	4	Maintenance	REPLACE LIGHT BULBS	1
		Maintenance Total		1
	4 Total			1
5.5	Maintenance	TAKE DOWN CHRISTMAS LIGHTS	1	
	Maintenance Total		1	
5.5 Total			1	
Train Depot Total			8	
Grand Total			255	

Leesburg Water Pollution Control Plant Monthly Report For April, 2021

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

(With the exception of Monthly Avg. Flow)

<u>TEST</u>	<u>RESULTS</u>	<u>PERMIT LIMIT</u>
Avg. Daily Flow (Million Gallons)	1.066	1.2 monthly avg.
Effluent Biochemical Oxygen Demand	2.0	15
BOD Removal %	98.9	>85%
Effluent Total Suspended Solids	5.7	30
TSS Removal %	99.1	>85%
Effluent Fecal Coliform (# per 100 mL)	2.0	400
Effluent Ammonia	.18	3.0
Effluent Dissolved Oxygen	8.8	>6.0
Min & Max Effluent pH	7.0-7.1	6.0-9.0
Effluent Total Phosphorous	.35	1.5
Low-Level Mercury (mg/day)	.931	6.3
Total Rainfall for the month	7.4 in.	

Maintenance/Repairs Performed: (1) Weekly cleaning and routine maintenance performed on belt-fed press, UV light units, clarifiers and chemical pump systems at WPCP. (2) Continue troubleshooting problems/order 9 new ballasts in electrical panel for UV lights.

Expenses:

Fuel (generator/vehicles/mower)	\$ 393.11	
Electricity -	\$3,322.39	
Chemicals used	\$2,316.00	(\$3,413.85 – last month w/PAC & NAOH)
Lab Tests -	\$2,160.00	
DoCo Landfill (solids from press)	\$ 000.00	
Maintenance & Repair -	\$.00	
Total -	\$8,191.50	

Leesburg Public Drinking Water Wells Monthly Report For April, 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:	450,500	800,000
Total Gallons Pumped for the Month:	13.52 Million Gallons	
4 Monthly Bacteria Samples:	0/Absent	0/Absent
Daily Chlorine Residual	.89 mg/L	>.2mg/L
1 Monthly Fluoride Sample:	.53	

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 -	\$1,494.11
Chemicals used -	\$ 302.52
Routine Testing	\$ 132.00
Maintenance & Repair -	\$ 000.00
Total -	\$1,928.63