

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
October 19, 2021
3. PUBLIC HEARING
4. NEW BUSINESS
(A) Presentation on the Stormwater Annual Report by Engineering Consultant Mike Talley.
(B) Consideration of the Georgia Department of Natural Resource grant application for Central Park.
(C) Consideration of the State Fiscal Recovery Fund Application Program
5. CITY MANAGER'S MATTERS
(A) Financial Report
(B) Annual Report
6. DEPARTMENTAL REPORTS
(A) Police Report
(B) Public Works Report
(C) Water and Waste Water Report
7. GOVERNMENTAL BOARDS/AUTHORITIES
8. COUNCIL MEMBER'S MATTER
Cities United Summit – Councilmember Powell
9. OLD BUSINESS
10. CITY ATTORNEY'S MATTERS
11. EXECUTIVE SESSION
12. PUBLIC FORUM
13. ANNOUNCEMENTS
Next Scheduled Meeting is December 7, 2021
14. ADJOURNMENT

Agenda May Change Without Notice

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

City Councilmembers

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

City Staff

Bob Alexander, City Manager
Bert Gregory, City Attorney

1. CALL TO ORDER

Mayor Breeden called the meeting to order at 6:00 PM. Mayor Breeden lead the pledge and the prayer. The City Manager, and all Councilmembers except Councilmember White were present. City Attorney Gregory was absent.

2. APPROVAL OF MINUTES

Mayor Breeden asked for a motion to approve the minutes from October 5, 2021. Mayor Pro Tem Sherman made a motion to approve the minutes. Councilmember Bush seconded the motion. The vote was unanimous.

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

(A) Finance Director Cheryl Allison presented the 2021 Millage Rate of 4.665 mills and the proposed Resolution. Councilmember Powell made a motion to approve 2021 Millage Rate Resolution. Mayor Pro Tem Sherman seconded the motion. The motion was unanimous.

5. CITY MANAGER'S MATTERS.**6. DEPARTMENTAL REPORTS****7. GOVERNMENTAL BOARDS/AUTHORITIES****8. COUNCIL MEMBER'S MATTER****9. OLD BUSINESS****10. CITY ATTORNEY'S MATTERS****11. EXECUTIVE SESSION****12. PUBLIC FORUM****13. ANNOUCEMENTS**

Next Scheduled Meeting is November 2, 2021

14. ADJOURNMENT

Councilmember Wilson made a motion to adjourn. Mayor Pro Tem Sherman seconded the motion. The vote was unanimous.

City of Leesburg, Georgia

Georgia Historic Preservation Division
Environmental Review Form

for

Central Park Recreation Area
City of Leesburg, Georgia

October 2021

Georgia Historic Preservation Division Environmental Review Form

At a minimum, the Historic Preservation Division (HPD) requires the following information in order to review projects in accordance with applicable federal or state laws. Please note that the responsibility for preparing documentation, including items listed below, rests with the federal or state agency or its designated applicant. *HPD's ability to complete a timely project review largely depends on the quality and detail of the material submitted. If insufficient information is provided, HPD may need to request additional materials, which will prolong the review process. For complex projects, some applicants may find it advantageous to hire a preservation professional with expertise in history, architectural history, and/or archaeology, who would have access to the Georgia Archaeological Site Files and an understanding of HPD's publicly available files.*

THERE IS A 30-DAY REVIEW PERIOD FROM THE DATE HPD RECEIVES THE SUBMITTAL. SHOULD ADDITIONAL INFORMATION BE REQUESTED, PLEASE NOTE THE 30-DAY PERIOD RESTARTS.

I. General Information

A. **Project Name:** Central Park Recreation Area

Project Address: 112 Academy Avenue NE

City: Leesburg

County: Lee

B. **Federal Agency Involved:** _____

State Agency (if applicable): Georgia Department of Natural Resources

C. **Agency's Involvement:**

- Funding
 License/Permit
 Direct/Is performing the action

- Unknown
 Other, please explain: _____

D. **Type of Review Requested:**

- Section 106 of the National Historic Preservation Act (Federal involvement)
 Section 110 of the National Historic Preservation Act (Federally owned properties)
 Georgia Environmental Policy Act (State involvement)
 State Agency Historic Property Stewardship Program/State Stewardship (State owned properties)
 Technical Assistance (No Federal or State involvement)
 Unknown

E. **Contact Information:** Applicant Consultant

Name/Title/Company: Bob Alexander, City Manager, City of Leesburg

Address: 107 Walnut Avenue N

City/State/Zip: Leesburg, Georgia 31763

Phone: 229-759-6465

Email: bob.alexander@cityofleesburgga.com

Agency Contact Info (either State or Federal, according to review type):

Name/Title/Agency: Georgia Department of Natural Resources

Address: 2 Martin Luther King, Jr. Drive, SE - Suite 1370 East Tower

City/State/Zip: Atlanta, Georgia 30334

Phone: _____

Email: _____

II. Project Information

A. Project Type:

- | | |
|--|--|
| <input type="checkbox"/> Road/Highway Construction or Improvements | <input type="checkbox"/> Relicensing |
| <input type="checkbox"/> Demolition | <input type="checkbox"/> Utilities/Infrastructure |
| <input type="checkbox"/> Rehabilitation | <input type="checkbox"/> Unknown |
| <input type="checkbox"/> Addition to Existing Building/Structure | <input checked="" type="checkbox"/> Other: Recreation Trails |
| <input type="checkbox"/> New Construction | |

B. Project Description and Plans This should include a *detailed* scope of work, including *any* actions to be taken in relation to the project, such as all aspects of new construction, replacement/repair, demolition, ground disturbance, and all ancillary work (temporary roads, etc.), as applicable. Attach additional pages if necessary. If a detailed scope of work is not available yet, please explain and include all preliminary information:

There are three parts of the Central Park Recreation Area scope of work: Park, Disk Golf Course, and Drainage Mitigation. Currently, the park has an old trail system that is in disuse, the proposed trail system will resurface 3,900' of the existing trail and add a 3,500' trail for extended use. The trails will be 6 feet wide with 3 inches of compacted, crushed aggregate base making the entire trail system ADA compliant. Additional Park improvements include resurfacing and enlarging parking pads at the west and south park entrances, adding park benches and bike racks along the trail system. The second scope of work will include the "construction" of a Disk Golf Course. This course will have 18 targets and concrete tee boxes. Very little, if any tree removal will be required for this course. There are some drainage issues on the property and address those will also be included in the scope of work for the over all project. Land grading, a stormwater pond, and replacing or improving current drain ditches.

C. Land Disturbing Activity This should include a detailed description of all horizontal and vertical ground disturbance, such as haul roads, cut or fill areas, excavations, landscaping activities, ditching, utility burial, grading, water tower construction, etc., as applicable:

There are some drainage issues on the property and address those will also be included in the scope of work for the over all project. Land grading, a stormwater pond, and replacing or improving current drain ditches. The City of Leesburg has already completed a tree thinning project due to the adverse conditions caused by Hurricane Michael. Conditions of the drainage ditches currently have not been successful in controlling stormwater conditions. The City currently has plans to address ditching and stormwater controls with potential of a stormwater pond, repair existing pipe that has fallen into disrepair over time. The proposed trail system will be made of an aggregate material allowing for proper drainage.

D. Has this identical project or a related project been previously submitted to HPD for review? YES ___ NO
**If yes, please enclose a copy of HPD's previous response.*

E. Is this project also being reviewed under a tax incentive program administered through HPD? YES ___ NO

F. Is this review request in order to satisfy an application requirement, such as for a grant? YES NO ___
**If yes, are project plans/scope of work available yet? YES NO ___*
**If yes, please enclose a copy of the project plans/scope of work as outlined in II.B and II.C above*

III. Site Information

A. In the past this property has been used for:

- 1. Farming YES _____ NO
- 2. Pasture YES _____ NO
- 3. Mining YES _____ NO
- 4. Timbering YES _____ NO
- 5. Road construction YES _____ NO
- 6. Housing YES _____ NO
- 7. Landfill YES _____ NO
- 8. Commercial YES _____ NO
- 9. Industrial YES _____ NO
- 10. Other (explain): _____

B. Describe what currently exists on the property today and give approximate construction dates for existing buildings along with any known history (i.e. buildings, parking lot, outbuildings, woods, grass, garden, etc.):
 The lot is site to a previous recreation trail constructed in the 1990's which has fallen into disuse. There is a gravel paved parking pad, small and aged play equipment, some benches, and pergola. Currently, the majority of the lot is covered in native trees and ground cover.

IV. Cultural Resources

Background research for previously identified properties within the project area may be undertaken at HPD, including National Register of Historic Places files, county and city surveys, and identified sites files. Additionally, research at the Georgia Archaeological Site Files (GASF) in Athens may be undertaken by a qualified archaeologist or site file staff. To make a research appointment or find contact information for GASF, please visit our website. Please note that as part of the review process, HPD may request an archaeological survey or resource identification.

A. To your knowledge, has a cultural resources assessment or a historic resources survey been conducted in the project area? YES _____ NO DO NOT KNOW _____ (see: [http://www. https://georgiashpo.org/surveys](http://www.georgiashpo.org/surveys))
 *If yes, provide the title, author, and date of the report:

B. Area of Potential Effect (APE)

The APE is the geographic area or areas within which a project may cause changes (or effects). These changes can be direct (physical) or indirect (visual, noise, vibrations) effects. The APE varies with the project type and should factor in topography, vegetation, existing development, physical siting of the project, and existing/planned development. For example:

<i>If your project includes...</i>	<i>Then your APE would be...</i>
Rehabilitation, renovation, and/or demolition of a building or structure, or new construction	the building or property itself and the surrounding properties/setting with a view of the project
Road/Highway construction or improvements, streetscapes, pedestrian or bicycle facilities	the length of the project corridor and the surrounding properties/setting with a view of the project
Above ground utilities, such as siren/radio towers, water towers, pump stations, retention ponds, etc.	the area of ground disturbance and the surrounding properties/setting with a view of the project
Underground utilities	the area of ground disturbance

Based on this information, identify the APE for your project, similar to above AND describe what exists within it. Please provide approximate construction dates for existing buildings within the APE (ie. is it modern or historic residential or commercial development, undeveloped, etc.):

The project is expected to bring in visitors to enjoy the recreational activities that the park provides. Very little change will occur in terms of trees, plant, and vegetation from its current conditions.

C. Is the project located within or adjacent to a National Register of Historic Places (NRHP) listed or eligible historic property or district or a locally designated property or district?

YES ___ NO DO NOT KNOW ___

**If yes, please provide names:* _____

D. Within the project APE as identified in IV.B, are there any other buildings or structures that are 50 years old or older? YES ___ NO DO NOT KNOW ___

**If yes, provide current photographs of each building or structure and key the photos to a site map.*

E. Are any of the buildings or structures identified in IV.D listed or eligible for listing in the NRHP?

YES ___ NO DO NOT KNOW ___

**If yes, please identify the properties (by name or photo #).*

F. Effects Information

1. Does the project involve the rehabilitation, renovation, relocation, demolition or addition to any building or structure that is 50 years old or older? YES ___ NO

2. Will the project take away or change anything within the apparent or existing boundary of any of these historic properties? YES ___ NO

**If yes, please explain:* _____

3. Will the project change the view from or of any of these properties? YES ___ NO

**If yes, please explain:* _____

4. Will the project introduce any audible or atmospheric elements to the setting of any of these historic properties (such as light, noise, or vibration pollution)? YES ___ NO

**If yes, please explain:* _____

5. Will the project result in a change of ownership for any historic properties? YES ___ NO

**If yes, please explain:* _____

V. Required Materials (Submittal Checklist)

Complete Environmental Review Form

- o Include all contact information as HPD will respond via email to the submitter.

Map indicating:

- o Precise location of the project (USGS topographic map preferred: <http://www.digital-topo-maps.com/>¹).
- o In urban areas, please also include a city map that shows more detail.
- o Boundaries of the APE as noted in section II above.
- o Location of resources indicated in section IV.C through E.

Detailed project plans to supplement section I.F, including (if applicable and available):

- o Site plans (before and after).
- o Project plans.
- o Elevations.

High-resolution current color photographs (2 photos per page) illustrating:

- o The project area, the entire APE as defined in section IV, and resources indicated in section IV.C through E.
- o Any adjacent properties that are within the APE, with clear views of buildings or structures, if applicable.
- o If the project entails the alteration of existing historic structures, please provide *detail* photographs of existing conditions of sites, buildings, and interior areas/materials to be impacted.
- o ****Google Streetview and publicly available Tax Assessor images will not be accepted**

Photography key (map or project plans can be used) indicating:

¹ Please note, this is not a complete list of websites with topographic map information. This website is not controlled by HPD and HPD bears no responsibility for its content.

- Location of all photographs by photo number.
- Direction of view for all photographs.
- Any available information concerning known or suspected archaeological resources in the APE.

For questions regarding this form, please contact the Environmental Review Program at ER@dca.ga.gov.

**Please note, we are currently accepting digital submittals at the email address above;
however, if no automated response is received, a hardcopy may be needed due to technological restrictions.**

If necessary, hardcopies may be mailed to:

**Georgia Department of Community Affairs
Attn: Environmental Review, Historic Preservation Division
60 Executive Park South, NE
Atlanta, Georgia 30329**

Maps

Leesburg

Project Location Map

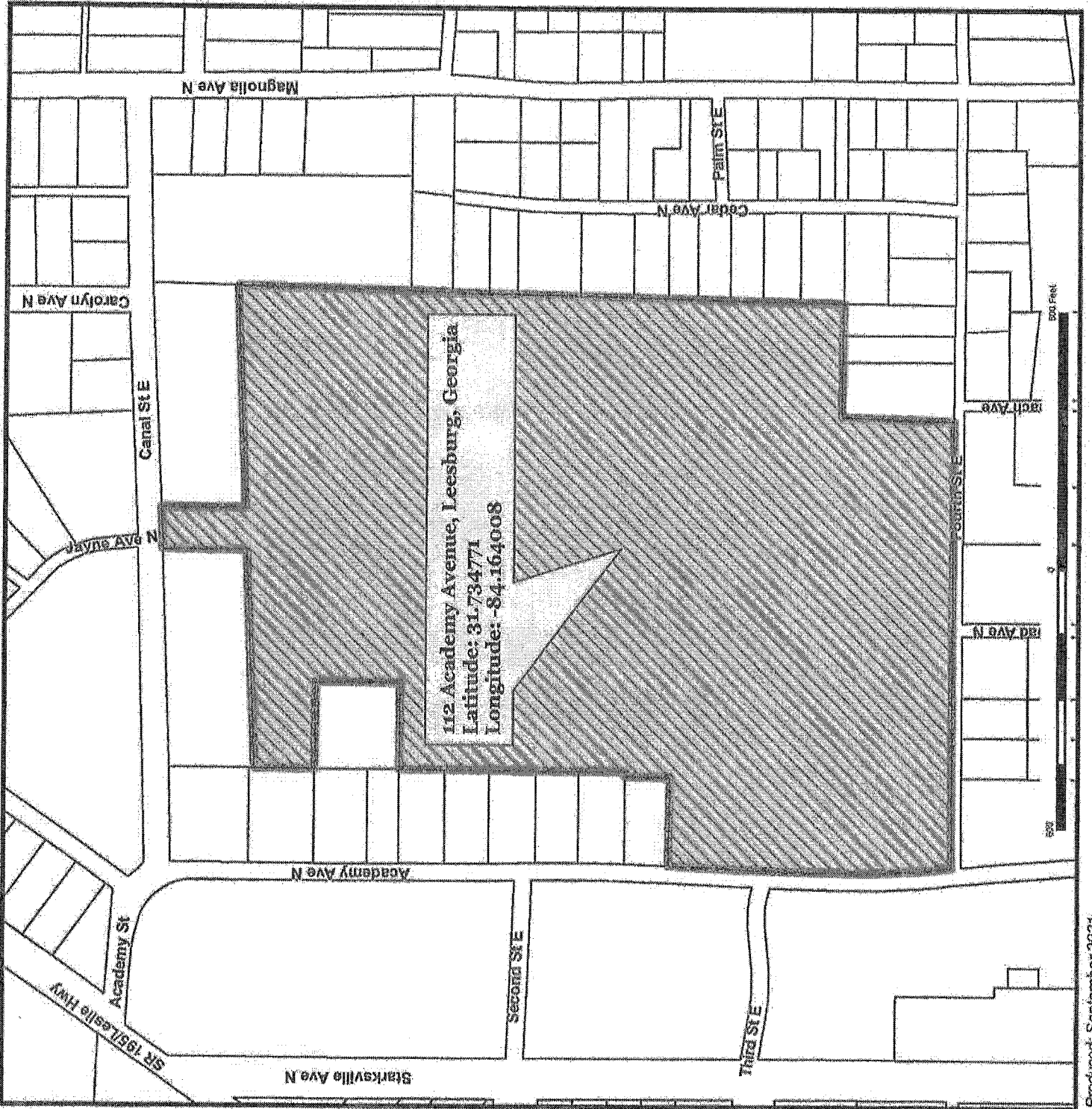
Legend



Project Site



SWGRC
Southwest Georgia
Regional Commission



112 Academy Avenue, Leesburg, Georgia
Latitude: 31.734771
Longitude: -84.164008

National Flood Hazard Layer FIRMette



84°10'18"W 31°44'12"N

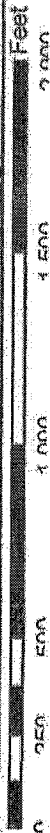
LOMR-16-04-3021P
 ET-10/13/2016

CITY OF LEESBURG
 130348

AREA OF MINIMAL FLOOD HAZARD
 Zone X

UNPAVED
 HIGHWAY

84°54'0"W 31°43'41"N



Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL C.

SPECIAL FLOOD HAZARD AREAS
 Without Base Flood Elevation (BF) Zone A, X, A99
 With BFE of Depth Zone AE, AG, AH, I
 Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD
 0.2% Annual Chance Flood Hazard of 1% annual chance flood with a depth less than one foot or with a areas of less than one square mil
 Future Conditions 1% Annual Chance Flood Hazard Zone X
 Area with Reduced Flood Risk due to Levee. See Notes. Zone X
 Area with Flood Risk due to Levee

OTHER AREAS
 NO SCREEN
 Area of Minimal Flood Hazard Zone X
 Effective LOMRs
 Area of Undetermined Flood Hazard
GENERAL STRUCTURES
 Channel, Culvert, or Storm Sewer
 Levee, Dike, or Floodwall

OTHER FEATURES
 Cross Sections with 1% Annual Ch
 Water Surface Elevation
 Coastal Transect
 Base Flood Elevation Line (BFE)
 Limit of Study
 Jurisdiction Boundary
 Coastal Transect Baseline
 Profile Baseline
 Hydrographic Feature

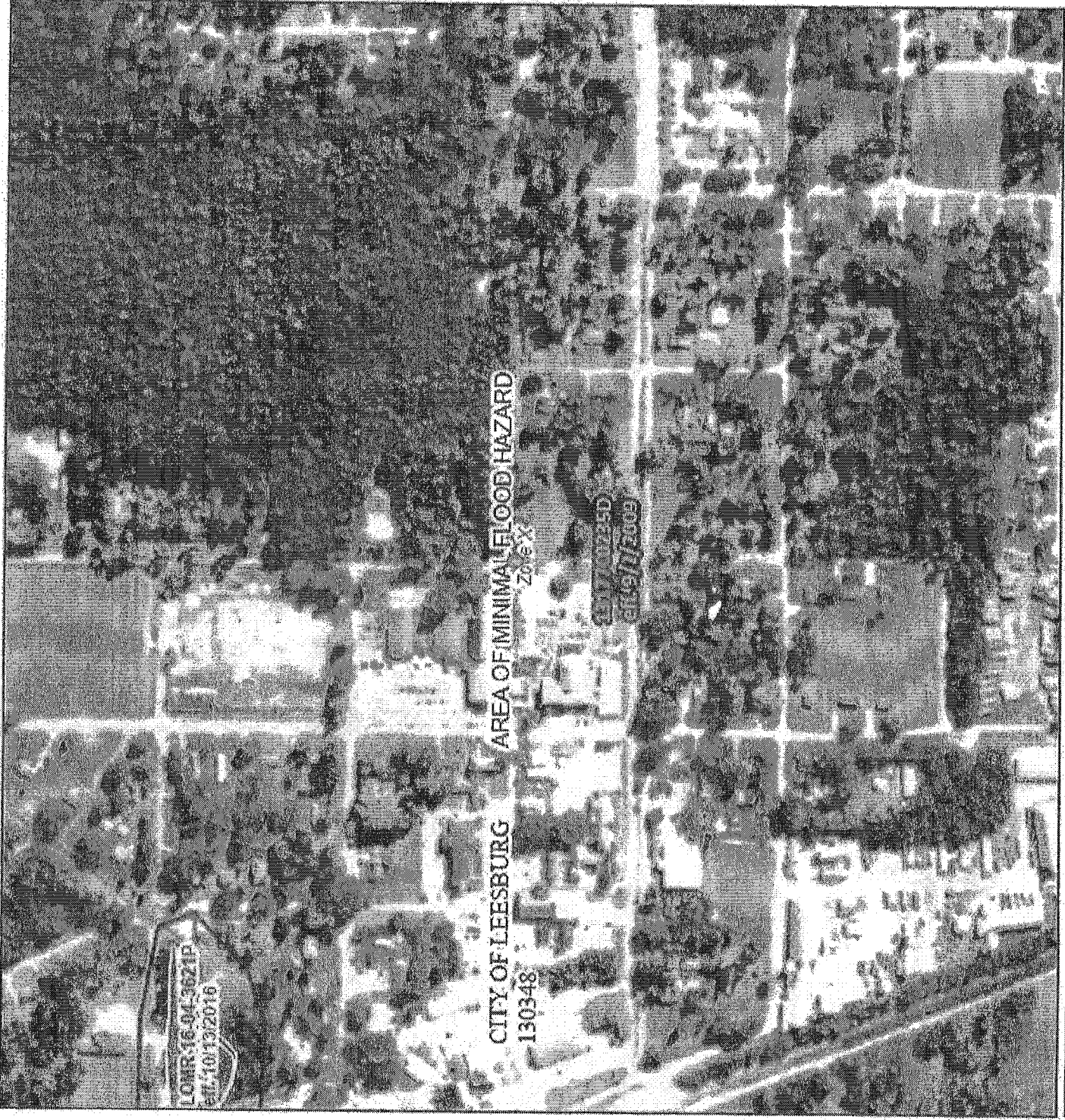
MAP PANELS
 Digital Data Available
 No Digital Data Available
 Unmapped

The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards.

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 8/3/2021 at 9:37 AM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following elements do not appear: basemap imagery, flood zone label legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.



Leesburg

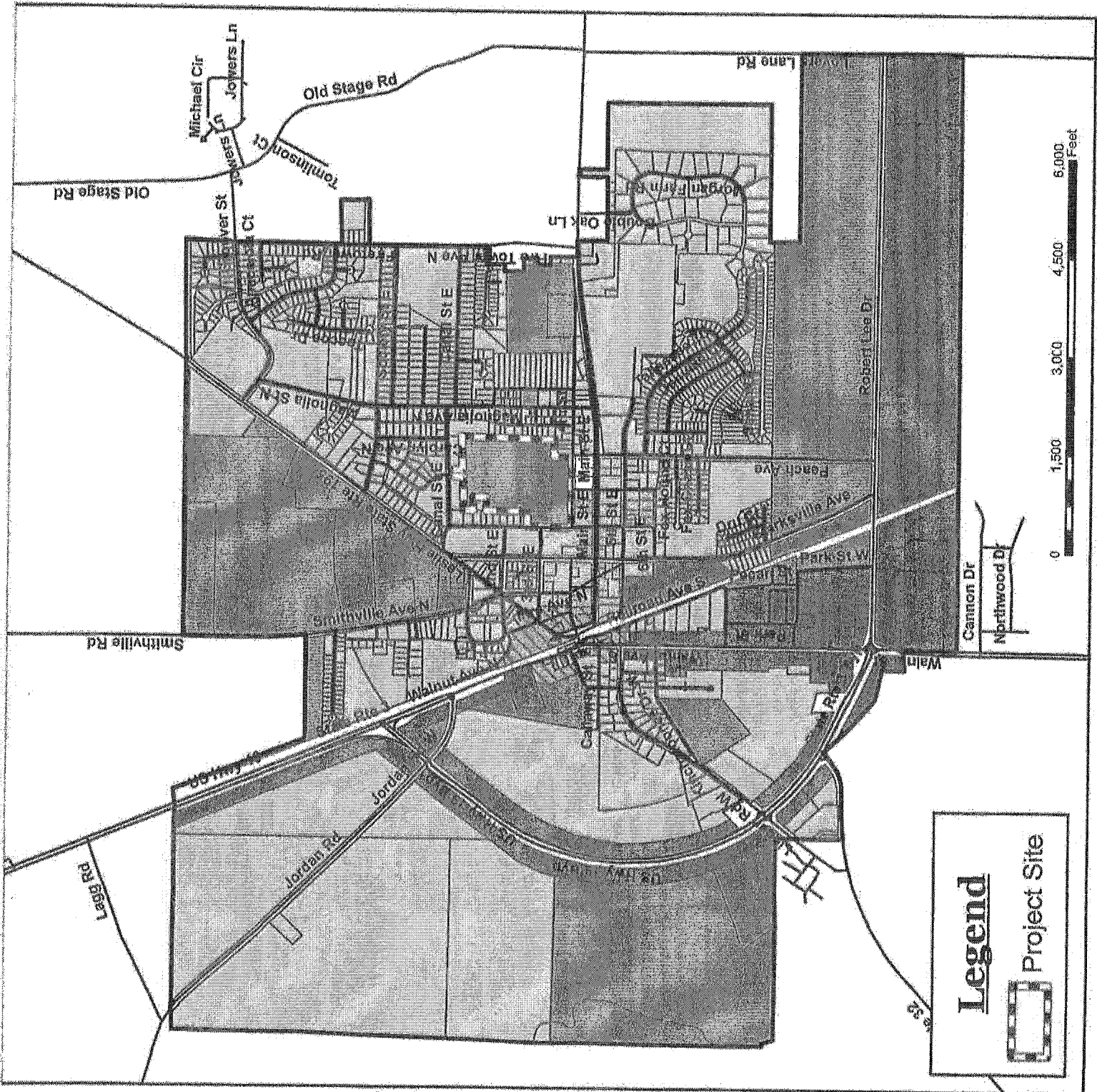
Future Land Use Map

LEGEND.

Future Land Use	COMMERCIAL	GATEWAY CORRIDOR	DOWNTOWN AREA	INDUSTRIAL	PARKS/RECREATION/CONSERVATION	RESIDENTIAL



SWCRC
Southwest Georgia
Regional Commission



Legend

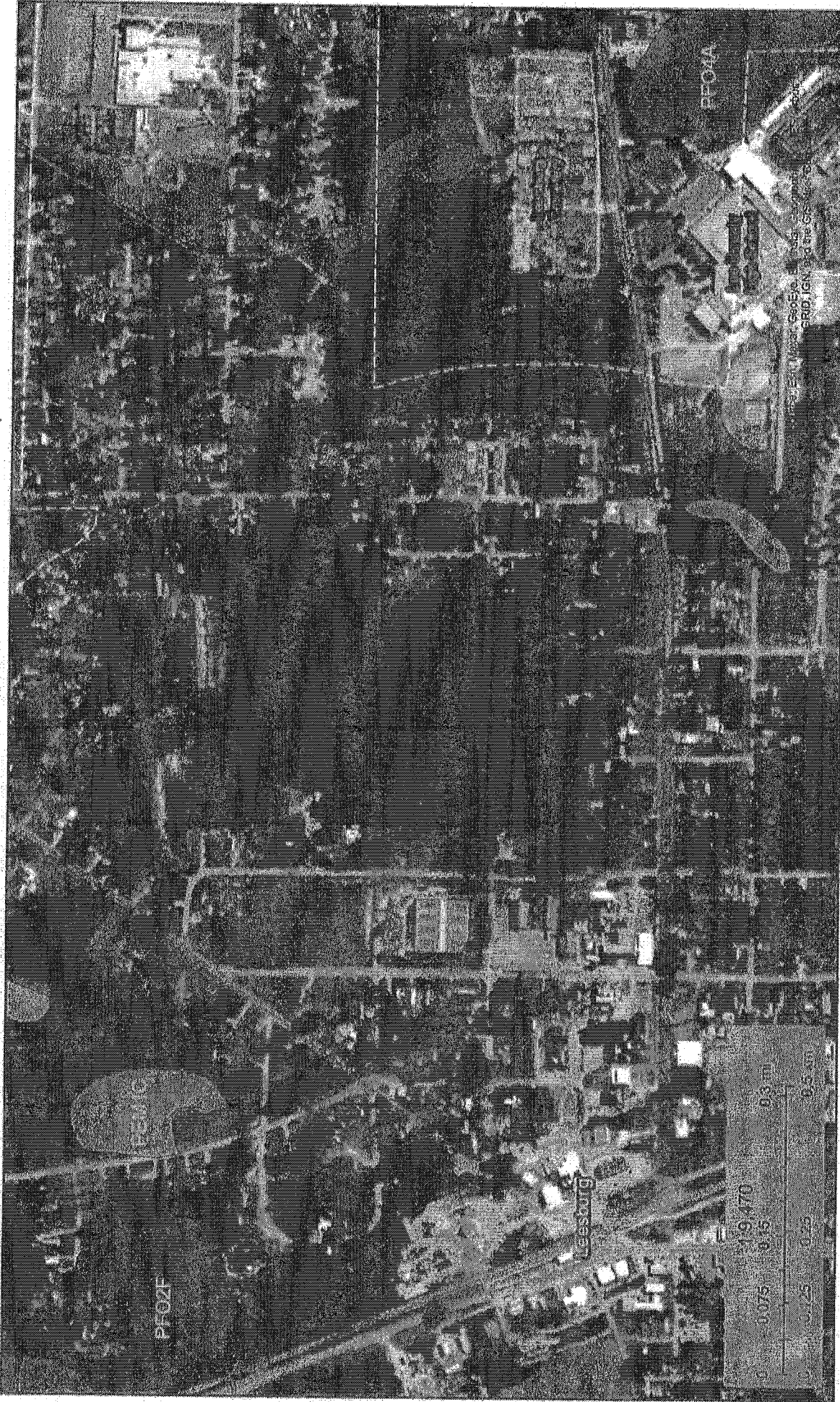
Project Site



U.S. Fish and Wildlife Service

National Wetlands Inventory

112 Academy Avenue, Leesburg, GA



September 3, 2021

Wetlands

-  Estuarine and Marine Deepwater
-  Estuarine and Marine Wetland
-  Freshwater Emergent Wetland
-  Freshwater Forested/Shrub Wetland
-  Freshwater Pond
-  Lake
-  Other
-  Riverine

This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currency of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.

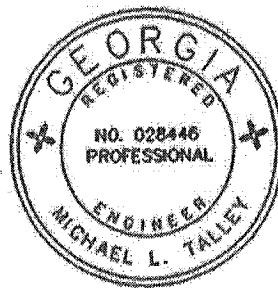
Detailed Project Plans

**Preliminary Engineering Report
for
Central Park
Trail and Park Improvements
Leesburg, Georgia**



FlintRiver
CONSULTING

PO Box 71143
Albany, GA 31708
(229) 869-4241



October 2021

TABLE OF CONTENTS

INTRODUCTION	3
EXISTING CONDITIONS	4
PROPOSED CONDITIONS - PARK.....	5
PROPOSED CONDITIONS – DISC GOLF COURSE.....	5
PROPOSED CONDITIONS - DRAINAGE.....	6
PROPOSED MATERIALS	6
ENVIRONMENTAL CONCERNS	7
PROJECT SCHEDULE	7
PROJECT BUDGET	8
CONCLUSION.....	8

FIGURES

Figure 1 - Location Map

APPENDICES

Appendix A – FEMA FIRM Panel # 177C02350

Appendix B – Site Photos

Appendix C – Existing Topographic Map

Appendix D – Proposed Layout

DRAFT

Central Park Trail and Park Improvements

INDRODUCTION

The City of Leesburg wishes to redevelop Central Park, located in central Leesburg. The proposed redevelopment will be to install trails, parking facilities, disc golf course, and other amenities to be utilized by the citizens of the City of Leesburg, Lee County, and surrounding counties.

Central Park is bounded on the north by Canal Street, on the west by Academy Ave, on the south by 4th street and on the east by an existing residential neighborhood. The area is heavily wooded, with low lying areas and poor drainage. Due to the drainage issues, this tract of land has never been developed. Central Park is approximately 45 acres in size.

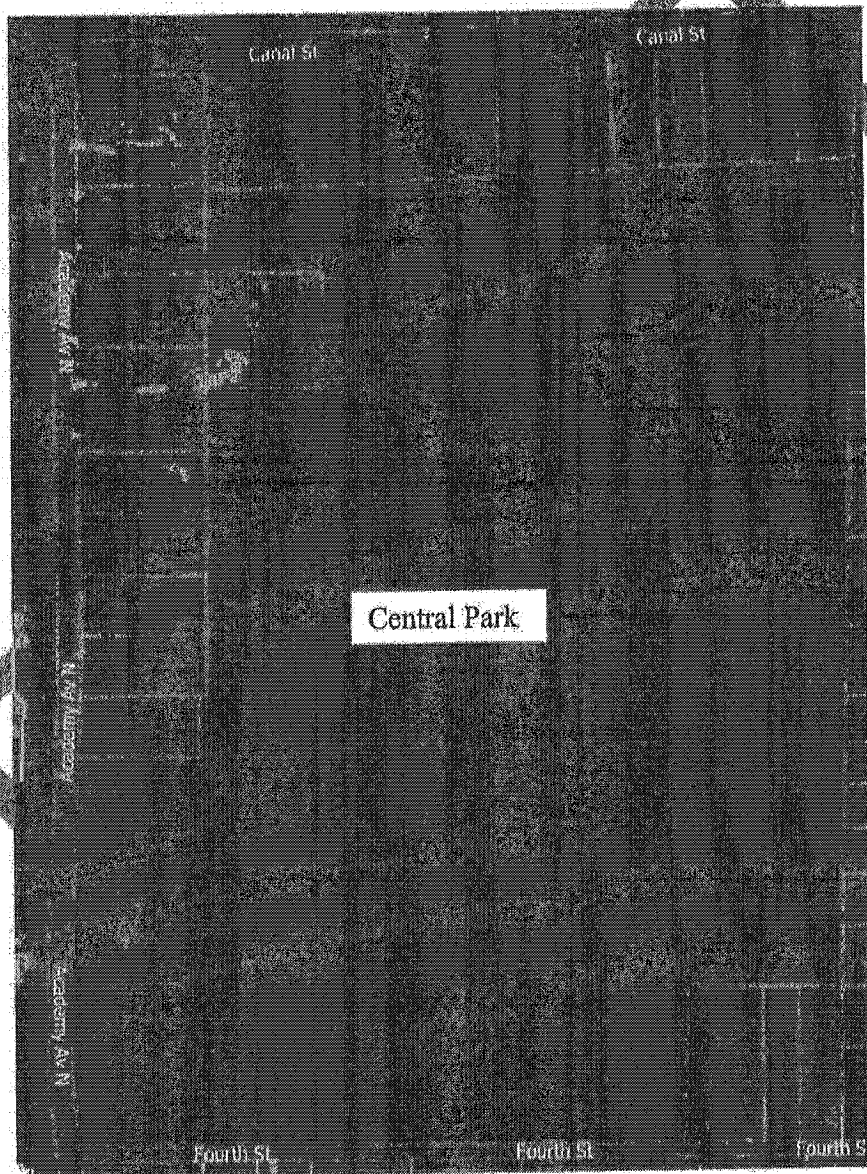


Figure 1 – Location Map

*Central Park Trail and Park Improvements***EXISTING CONDITIONS**

Lee County acquired the property in 2001 and installed some gravel parking, a walking trail, a pergola, a playground, and a small, covered pavilion in 2004. Access to the park was via two parking areas: one off Academy Ave and the other off 4th Street. The site is located in a FEMA Zone X, areas determined to be outside the 100-year and 500-year flood as shown on FIRM 13177C0235D dated 9/2/2009 in Appendix A.

Due to the heavy stand of woods and boggy conditions, the park was not frequented as often as the County had hoped, and the park began to fall in disrepair. In 2018, Hurricane Michael ravaged the area, causing widespread felling of trees within the park. The falling trees tore up the walking trail and rendered the park and trail unusable.

The City of Leesburg acquired the property in 2019 from Lee County. In 2020, the City of Leesburg began a project to clean up the fallen trees and to thin the remaining trees smaller than 12" in diameter. The deadfall was removed, smaller trees were thinned, stumps were ground up, and the area was cleaned of debris and trash.

The property is still heavily wooded but the thinning and removal of debris has opened up the understory of the trees to make the park more open and enjoyable.

Pictures of the existing conditions can be found in Appendix B.

The property is divided roughly in the middle by a ridge running east west. The northern portion of the park drains north under Canal Street to an existing City of Leesburg holding pond and eventually to the Kinchafosse Creek to the west. Drainage along Canal Street has caused issues in the past and the City of Leesburg has designed and bid out drainage improvements along Canal Street to improve the local drainage. The project is not yet under construction, but it is anticipated to begin before the end of 2021. These drainage improvements were designed to allow for future drainage improvements to Central Park. While the Canal Street drainage project is not part of the Central Park trail and park improvements, its construction will aid the drainage of Central Park. The southern portion of the park flows north west to an existing culvert under Academy Ave and eventually to the Kinchafosse Creek to the west.

The existing conditions exhibit drawings can be found in Appendix C.

Central Park Trail and Park Improvements**PROPOSED CONDITIONS - PARK**

The remnants of the existing trail, along with new trails are proposed to be 6' wide with 3" of compacted, crushed aggregate base. Utilizing compacted, crushed aggregate base will allow the trails to be ADA compliant and allow for a stable foundation to walk, ride a bike, or push a stroller.

The proposed project will be to regrade and resurface approximately 3,900' of existing trail. The existing trail was severely damaged by Hurricane Michael, with only remnants remaining open and viable as a walking path. In addition, approximately 3,500' of new trail is proposed. The new trail will extend the trail system north.

The existing parking lot along Academy Ave will be enlarged and resurfaced with 6" compacted, crushed aggregate base. A total of 27 parking spaces are proposed, including one handicapped parking space and one van accessible handicapped parking space on a poured concrete slab.

Additionally, the existing parking lot along 4th Street will be enlarged and resurfaced with 6" compacted, crushed aggregate base. A total of 21 parking spaces are proposed including one van accessible handicapped parking space on a poured concrete slab.

Other proposed amenities include park benches at various locations around the trails and bike racks at each parking lot. The existing covered pavilion and gazebo will remain as is.

See Appendix D for proposed conditions exhibited drawings.

PROPOSED CONDITIONS - DISC GOLF COURSE

In addition to the proposed walking trails, it is proposed to construct a disc golf course. Discussions with disc golf players in south west Georgia show large interest in a technically challenging wooded course. The City of Americus to the north and the City of Albany to the south have several disc golf courses, but these courses are more open. Constructing a disc golf course in Central Park will provide another recreation avenue to the community and will drive economic activity through hosting tournaments and other events centered around the course.

The proposed course will be 18 holes and will be arranged throughout the park. Each hole will have a concrete tee box and a "green" consisting of a standard disc golf basket. The intent is to have this course be a technical, wooded course. As such, each hole will require very little to no tree removal.

Central Park Trail and Park Improvements**PROPOSED CONDITIONS - DRAINAGE**

The park currently has a haphazard array of drainage ditches and pipes. Due to Hurricane Michael and the tree thinning project, these ditches need to be regraded and sized appropriately to handle the stormwater runoff from the park.

The southern portion of the park will have ditches that convey stormwater to the pond location which the City of Leesburg will construct prior to building the park improvements covered under this report. Once constructed, the proposed pond will have an outlet control structure to regulate the amount of water leaving the pond and setting the normal permanent water surface elevation. Once leaving the outlet control structure, stormwater will join other ditches which will convey the flow to the existing culvert at Academy Ave. This existing pipe is proposed to be replaced due to its age and state of disrepair. Some of the remaining low areas in the southern portion will be flushed filled to provide positive drainage.

Similarly, the northern portion of the park will have existing ditches regraded and sized to handle the stormwater runoff from the site. These ditches will convey flow to a large, proposed (under separate contract) ditch near Canal Street. The City of Leesburg will construct this large ditch parallel to Canal Street, prior to building the park improvements covered under this report. The City of Leesburg has other drainage improvements along Canal Street under contract and is expected to break ground before the end of 2021. The northern drainage system ultimately drains to an existing City of Leesburg holding pond and ultimately to the Kinchafooner Creek to the west.

Due to the proposed improvements being constructed with pervious materials, no appreciable increase in stormwater runoff is anticipated. Any additional runoff will be attenuated in the upgraded ditch system located inside the park.

See Appendix D for proposed conditions exhibit drawings.

PROPOSED MATERIALS

As previously stated, the proposed trails will be 6' wide with 3" of compacted, crushed aggregate base and the parking areas will be 6" of compacted, crushed aggregate base. The handicapped parking spaces will be constructed out of 6" concrete with appropriate striping and signage. Concrete stop blocks are proposed for each parking space. It is anticipated that bollards, roped fencing, or other barriers will be constructed at various locations to protect the public and the park. These locations will be determined during final design. The proposed park benches and bike racks will be metal.

The proposed drainage pipes will be smooth walled, HDPE pipe. The only exceptions will be the new culvert crossing under Academy Ave which will have RCP pipe.

*Central Park Trail and Park Improvements***ENVIRONMENTAL CONCERNS**

Central Park is not listed as a wetland in the National Wetlands Inventory. Additionally, there are no indications that the property contains any isolated wetlands.

During the design phase, a three phase Erosion, Sedimentation, and Pollution Control Plan (ESPC) will be developed to limit erosion, sedimentation, and pollution from leaving the site. The plan will require temporary sediment basins during construction and for the site to be final stabilized with permanent vegetation. A Notice of Intent will be filed with the State of Georgia Environmental Protection Division prior to commencing construction.

PROJECT SCHEDULE

The City of Leesburg wishes to begin the project as soon as practical. Below is an anticipated timeline for the project after a notice to proceed has been issued:

Notice to Proceed	10 days
Engineering Design	120 days
Permits and Approvals	60 days
Bidding	30 days
Award of Contract	45 days
Construction Phase	180 days
Project Closeout	30 days
<hr/> Total	<hr/> 5 days

Central Park Trail and Park Improvements

PROJECT BUDGET

Below is a preliminary engineering estimate to complete the project:

Trail Improvements

No.	Description	QTY	Unit	Price Per Unit	Total
1	Internal Ditch Excavation/Filling Low Areas	2,000	CY	\$ 10	\$ 20,000
2	Parking Lot Excavation	928	CY	\$ 10	\$ 9,280
3	Proposed 6' walking trail - 3" thick compacted, crushed aggregate - 7,400' of trails	5,000	SY	\$ 12	\$ 60,000
4	Parking lot area - 6" thick compacted, crushed aggregate	2,785	SY	\$ 20	\$ 55,700
5	Concrete Parking Bumpers	50	EA	\$ 100	\$ 5,000
6	24" RCP	45	LF	\$ 50	\$ 2,250
7	18" HDPE	420	LF	\$ 45	\$ 18,900
8	Concrete headwalls	2	EA	\$ 1,500	\$ 3,000
9	Concrete Handicapped Parking Spot	113	EA	\$ 50	\$ 5,650
10	Metal Park Bench	16	EA	\$ 800	\$ 12,800
11	Metal Bike Rack	3	EA	\$ 500	\$ 1,500
12	Pavement Repair	70	SY	\$ 100	\$ 7,000
13	Disc Golf Tee Box - 4'x10'x4" Concrete	18	EA	\$ 225	\$ 4,050
14	Disc Golf Basket	18	EA	\$ 600	\$ 10,800
15	Signage	1	LS	\$ 1,000	\$ 1,000
16	Erosion Control BMPs	1	LS	\$ 15,000	\$ 15,000
Quantity Total					\$ 231,930
Contingency 10%					\$ 23,193
Engineering Design Fee 7%					\$ 17,859
Bidding, Award, Construction Phase Fee 2%					\$ 5,102
Total					\$ 278,084

CONCLUSION

The proposed park improvements will be a benefit for all residents of the City of Leesburg, Lee County, and the surrounding area. The improved park will provide additional recreation activities to the community and the disc golf course can bring tournaments and other large gatherings to Leesburg. The park improvements will not only provide recreation alternatives to the citizens of Leesburg and Lee County, they will also spur economic activities in the community.

APPENDIX A

APPENDIX B



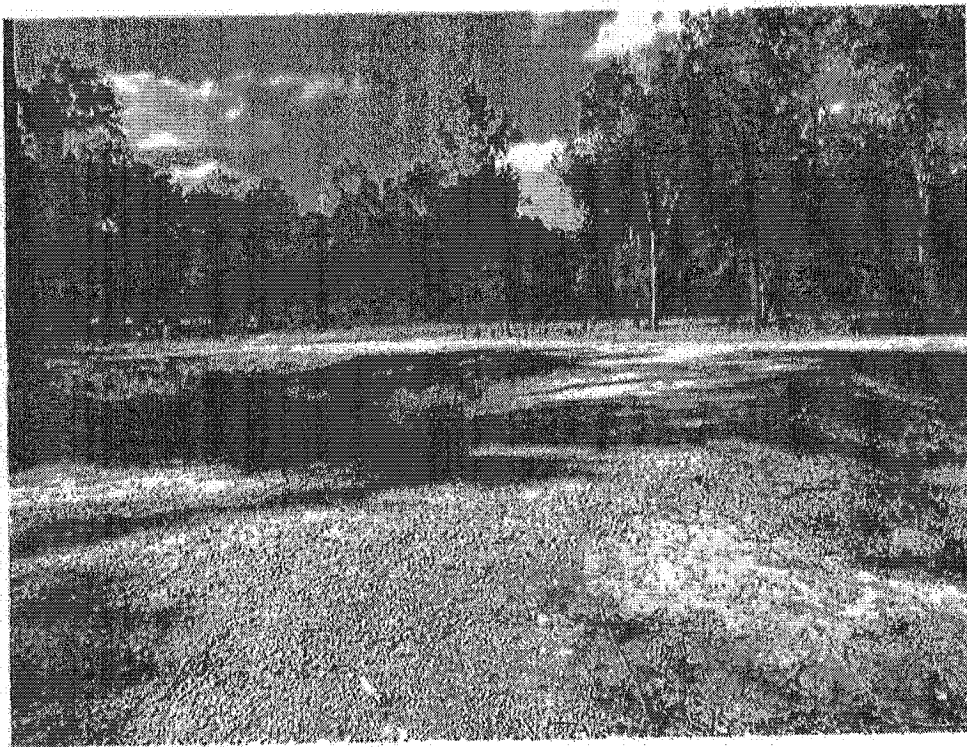
01. Location of proposed north parking lot off Canal Street



02. Location of proposed drainage ditch parallel to Canal Street behind residential lots



03. View from proposed north parking lot towards City of Leesburg holding pond



04. Location of existing/proposed parking lot off 4th Street



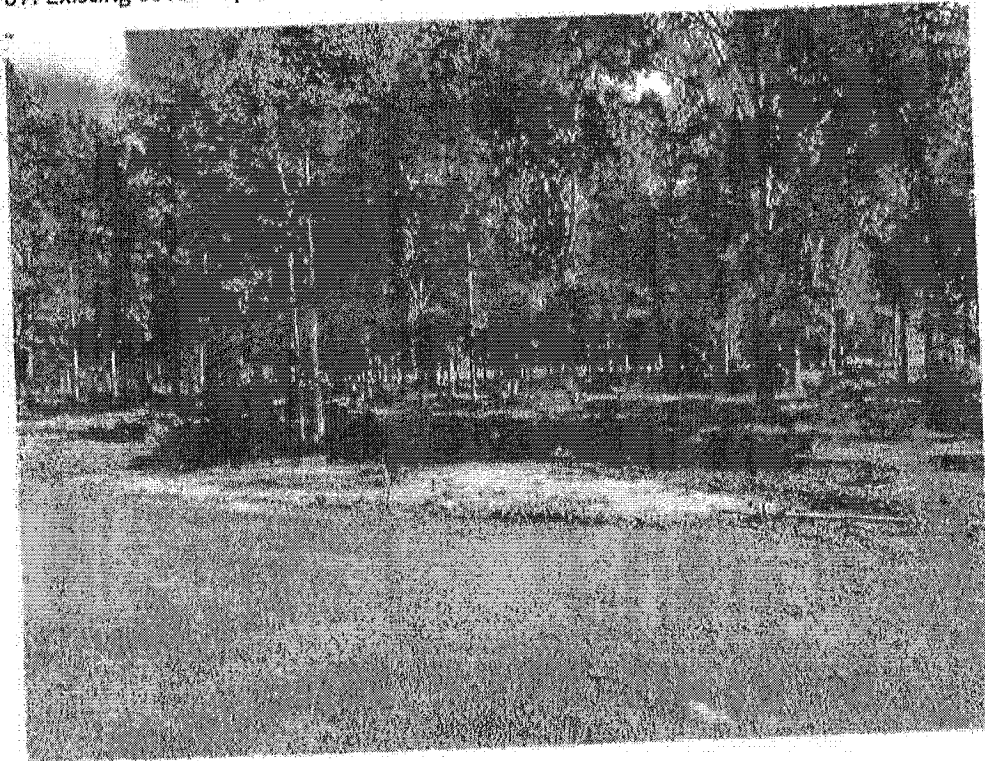
05. Remnant of existing walking trail



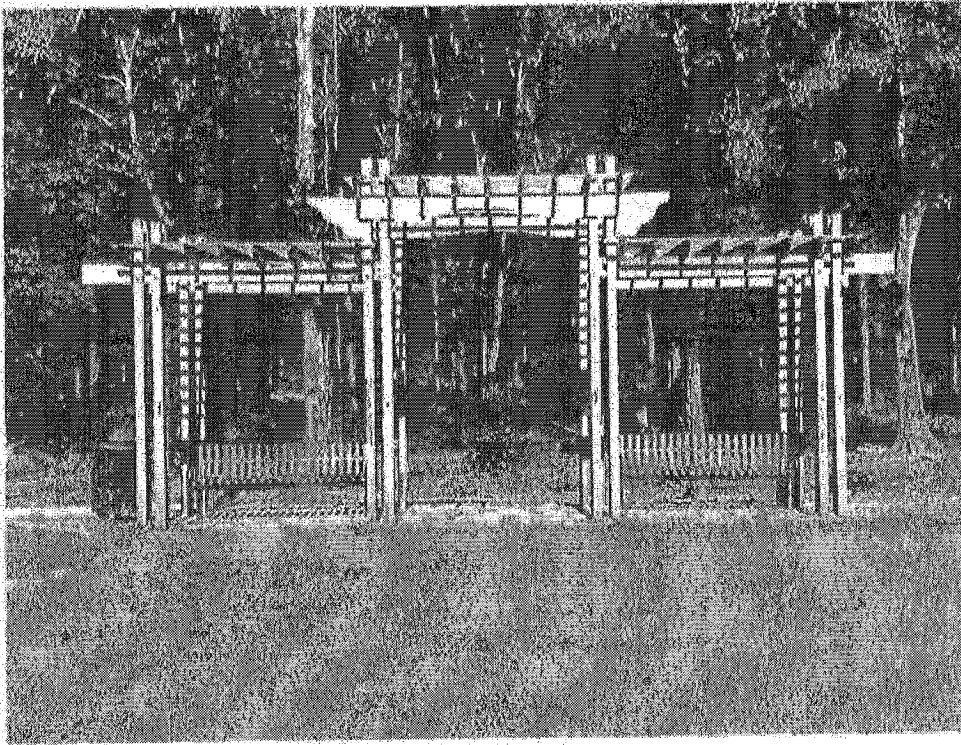
06. Location of existing/proposed parking lot off Academy Ave



07. Existing covered pavilion and playground off Academy Ave



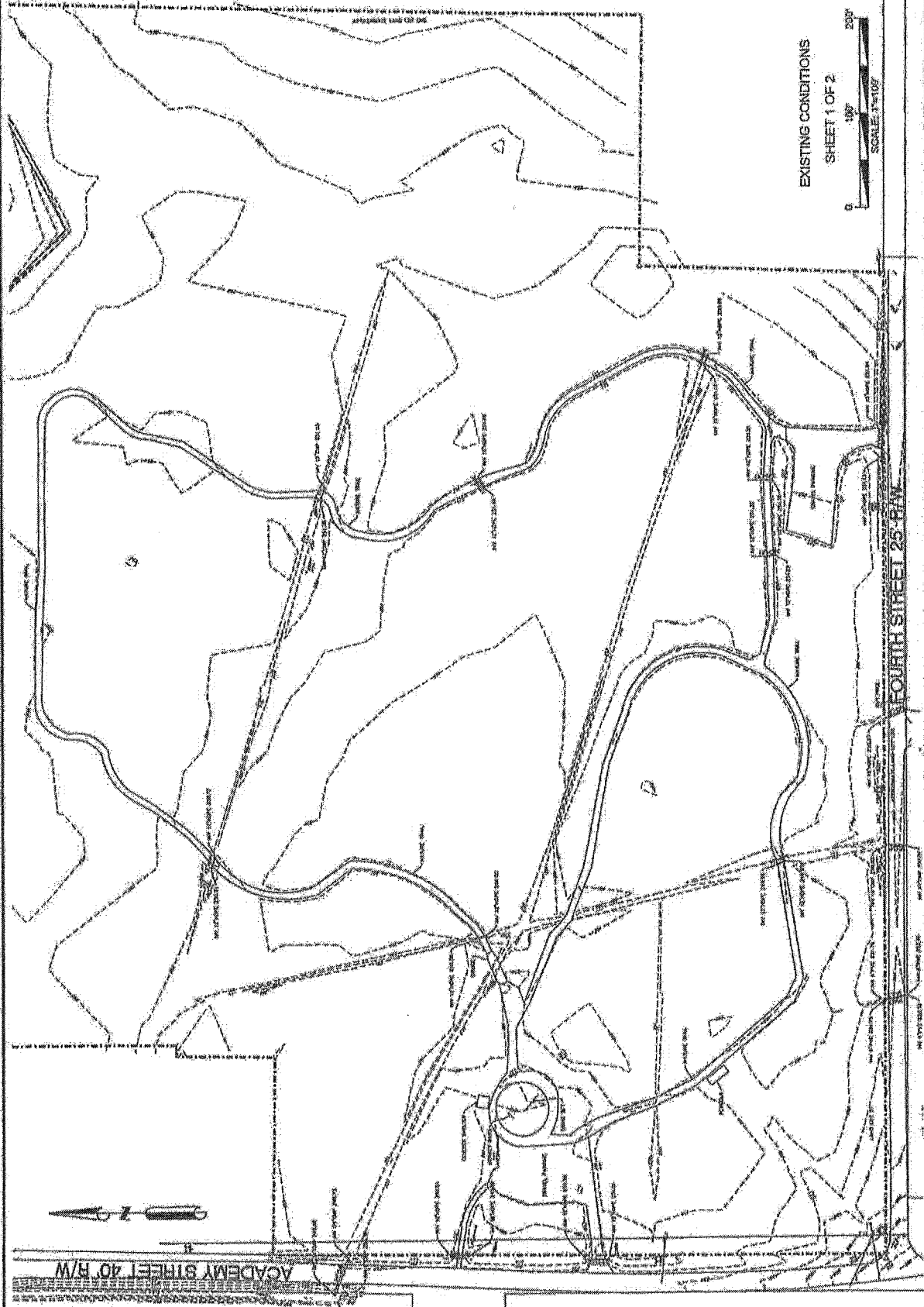
08. Location of proposed pond



09. Existing pergola

APPENDIX C

**CENTRAL PARK
WALKING TRAIL AND PARK IMPROVEMENTS
CITY OF LEESBURG, GEORGIA**



EXISTING CONDITIONS
SHEET 1 OF 2



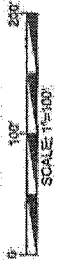
ACADEMY STREET 40' R/W

**CENTRAL PARK
WALKING TRAIL AND PARK IMPROVEMENTS
CITY OF LEESBURG, GEORGIA**

**FLIRIVER
CONSULTING**

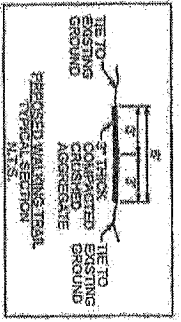
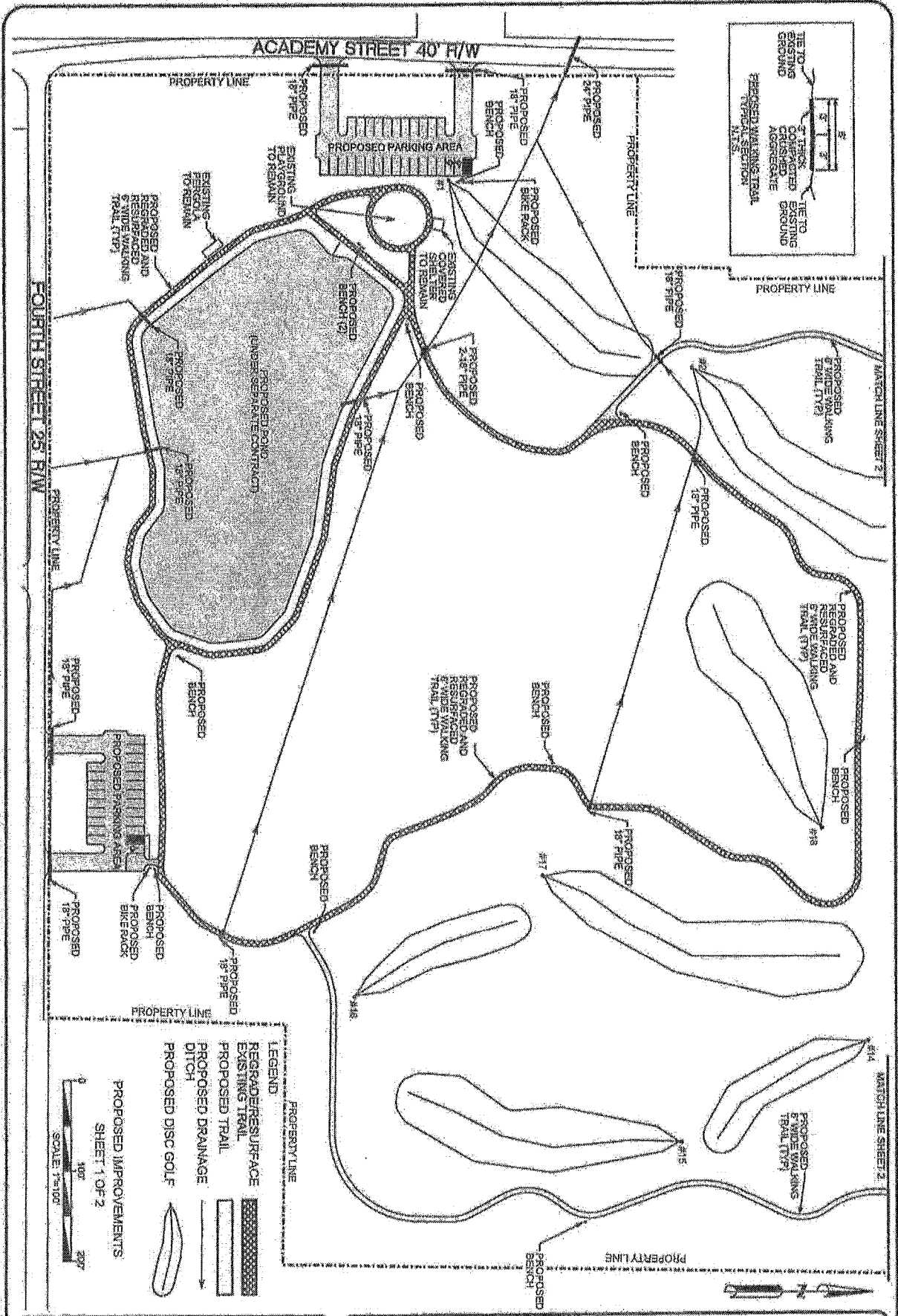


EXISTING CONDITIONS
SHEET 2 OF 2



ACADEMY STREET 40' R/W

APPENDIX D



LEGEND

- REGRADE SURFACE
- EXISTING TRAIL
- PROPOSED TRAIL
- PROPOSED DRAINAGE DITCH
- PROPOSED DISC GOLF

PROPOSED IMPROVEMENTS

SHEET 1 OF 2

SCALE 1"=100'



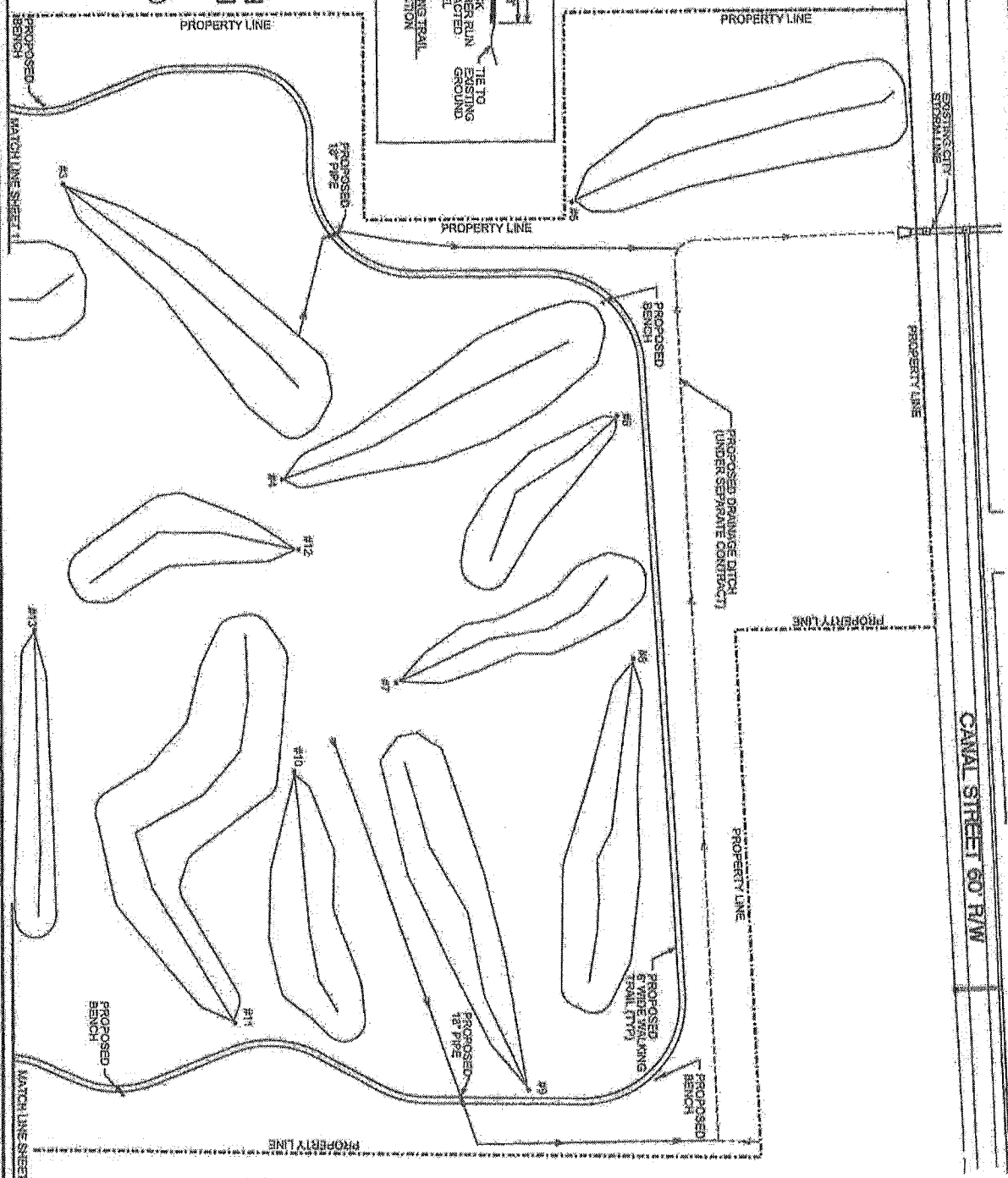
**CENTRAL PARK
WALKING TRAIL AND PARK IMPROVEMENTS
CITY OF LEESBURG, GEORGIA**



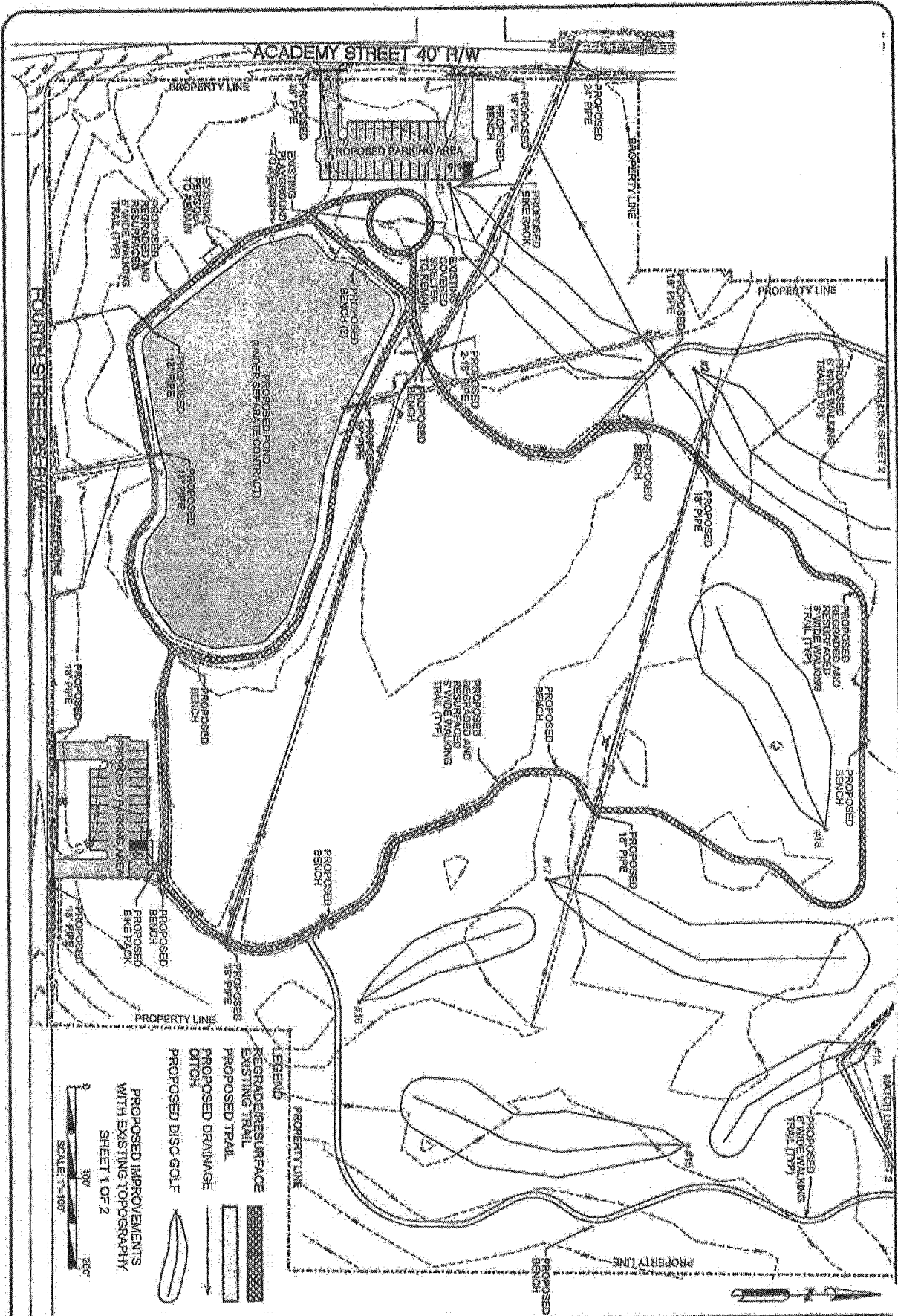
ACADEMY STREET 40' R/W

- LEGEND**
- REGRADE/SURFACE
 - EXISTING TRAIL
 - PROPOSED TRAIL
 - PROPOSED DRAINAGE DITCH
 - PROPOSED DISC GOLF

PROPOSED IMPROVEMENTS
SHEET 2 OF 2
SCALE: 1"=100'



**CENTRAL PARK
WALKING TRAIL AND PARK IMPROVEMENTS
CITY OF LEESBURG, GEORGIA**



LEGEND

- REGRADE/RESURFACE
- EXISTING TRAIL
- PROPOSED TRAIL
- PROPOSED DRAINAGE
- DITCH
- PROPOSED DISC GOLF

PROPOSED IMPROVEMENTS WITH EXISTING TOPOGRAPHY

SHEET 1 OF 2

SCALE 1"=100'



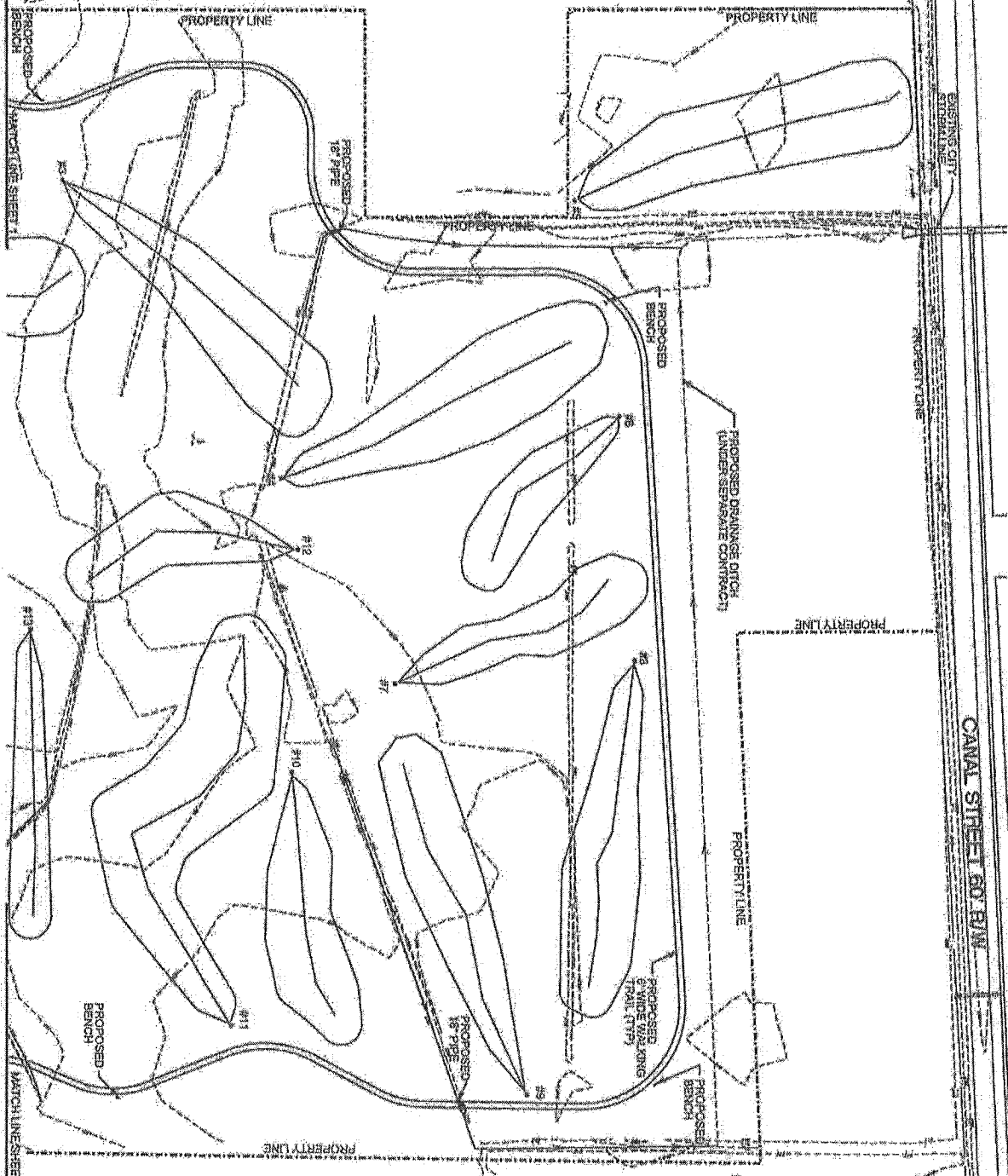
**CENTRAL PARK
WALKING TRAIL AND PARK IMPROVEMENTS
CITY OF LEESBURG, GEORGIA**



ACADEMY STREET 40' R/W

PROPOSED IMPROVEMENTS
WITH EXISTING TOPOGRAPHY
SHEET 2 OF 2
SCALE: 1"=40'

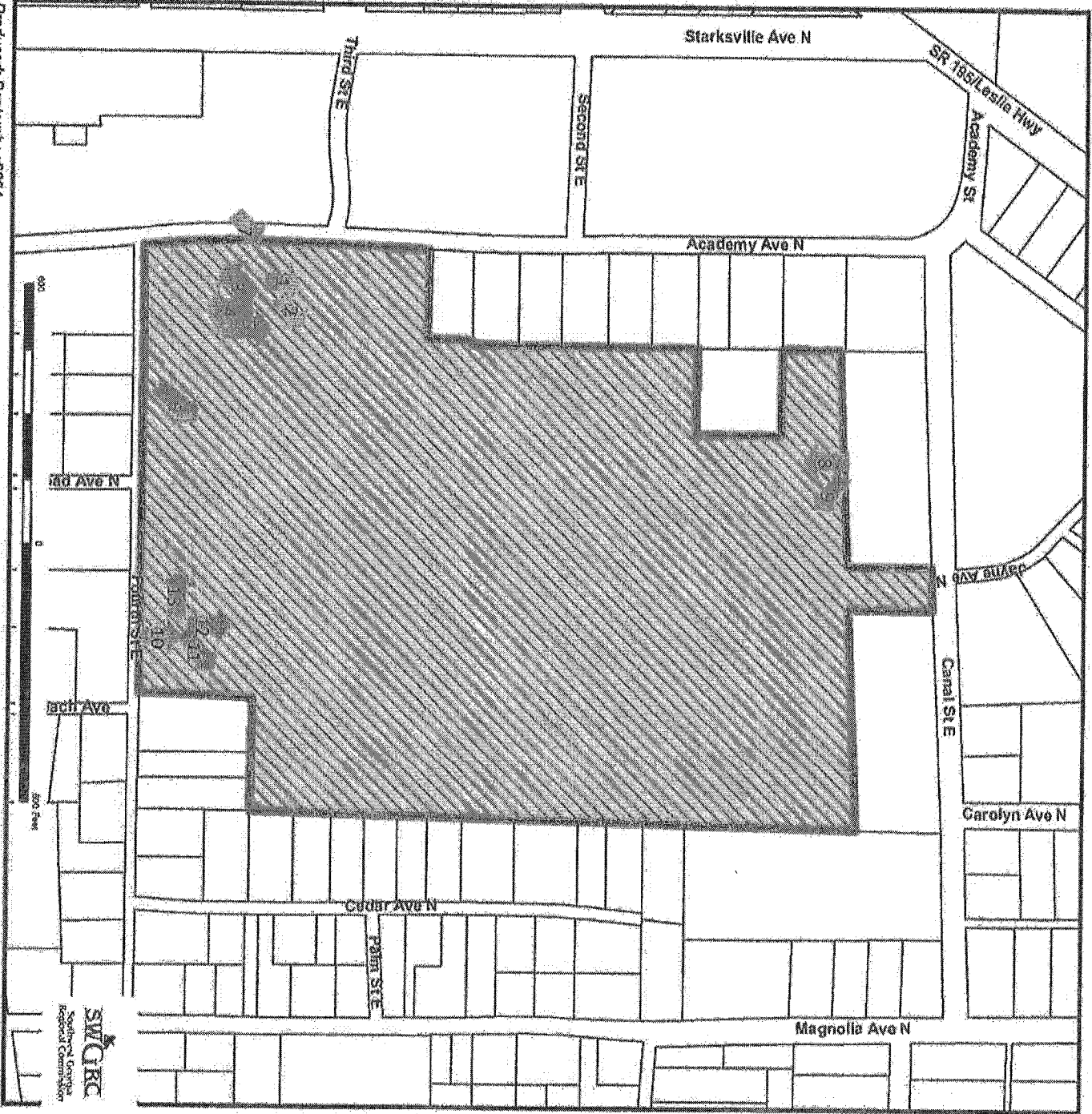
- LEGEND**
- REGRADE/SURFACE
 - EXISTING TRAIL
 - PROPOSED TRAIL
 - PROPOSED DRAINAGE DITCH
 - PROPOSED DISC GOLF

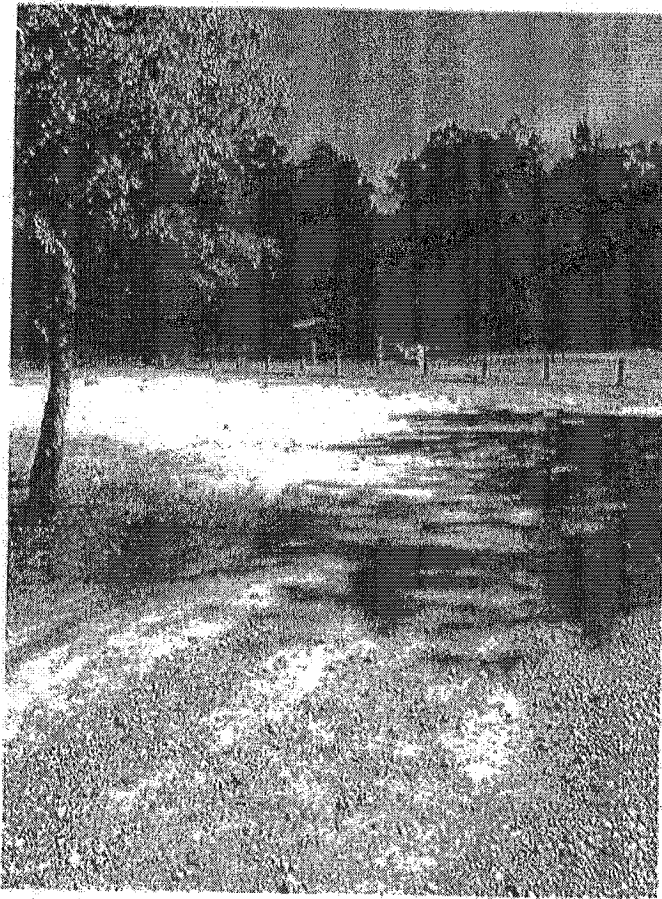


CENTRAL PARK
WALKING TRAIL AND PARK IMPROVEMENTS
CITY OF LEESBURG, GEORGIA

Photographs

Produced: September, 2021

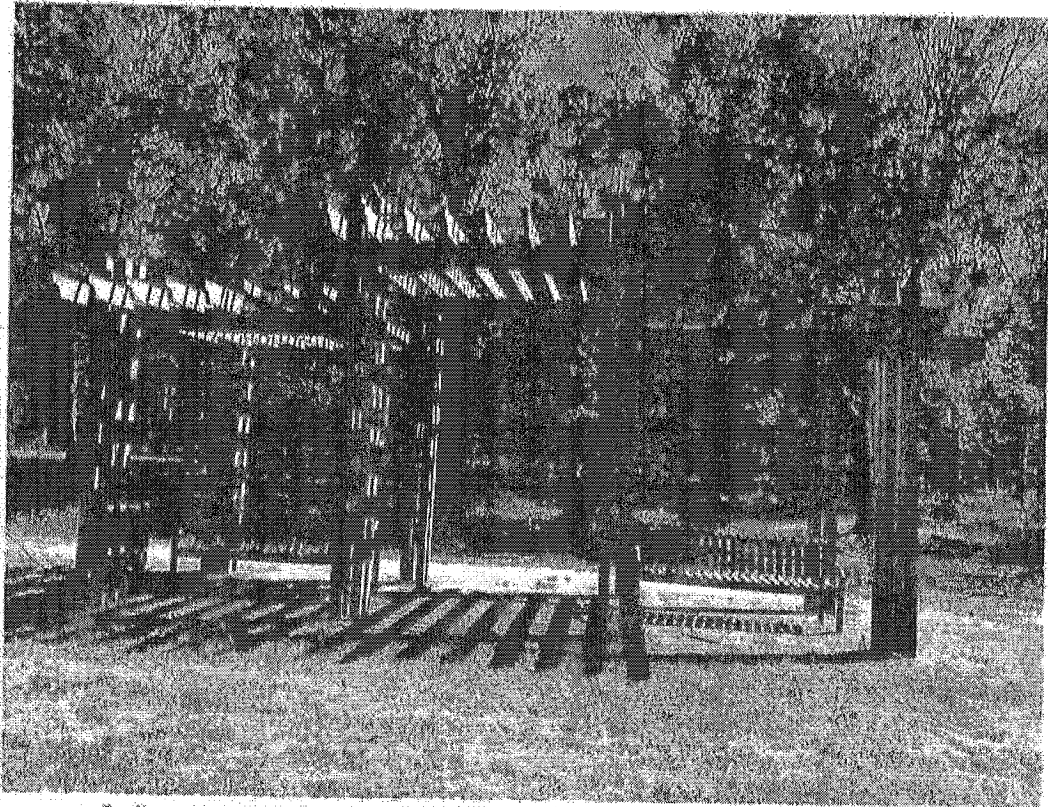




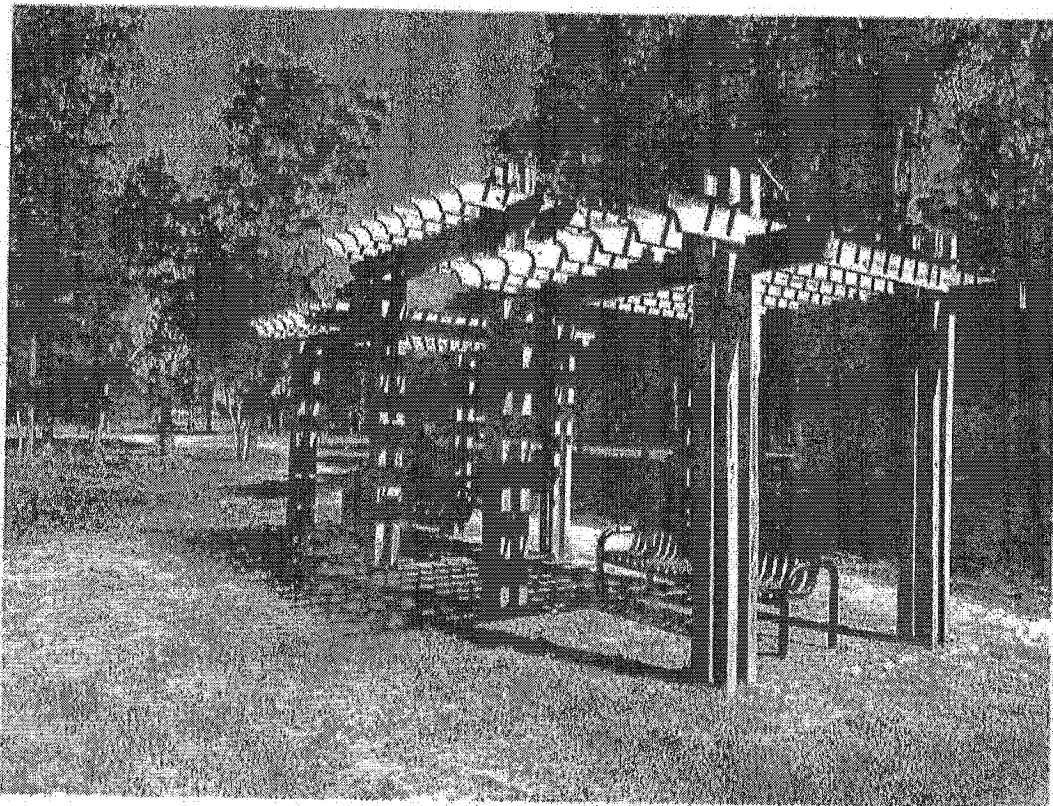
1. Current Parking Area from Academy Street with 18 parking spaces. View looking North



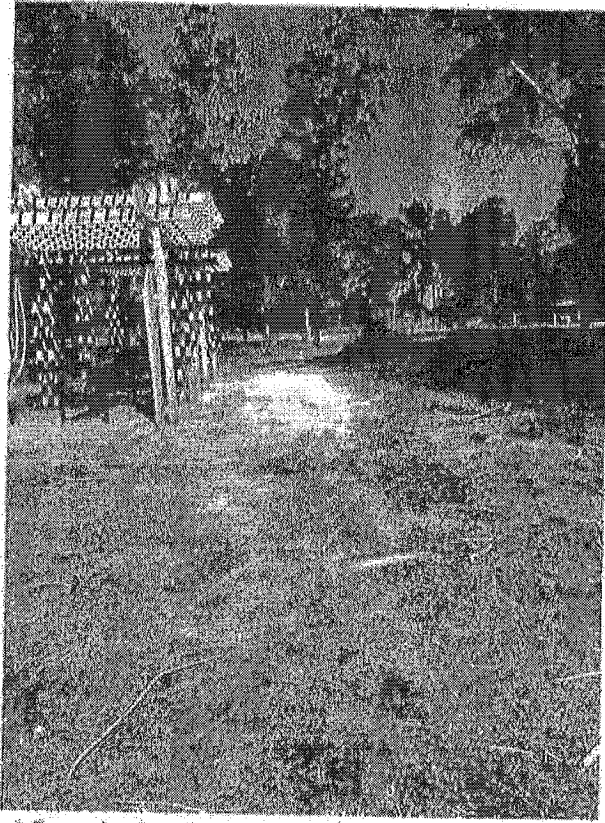
2. Current Parking Area from Academy Street with sights of old trail. View looking Northeast



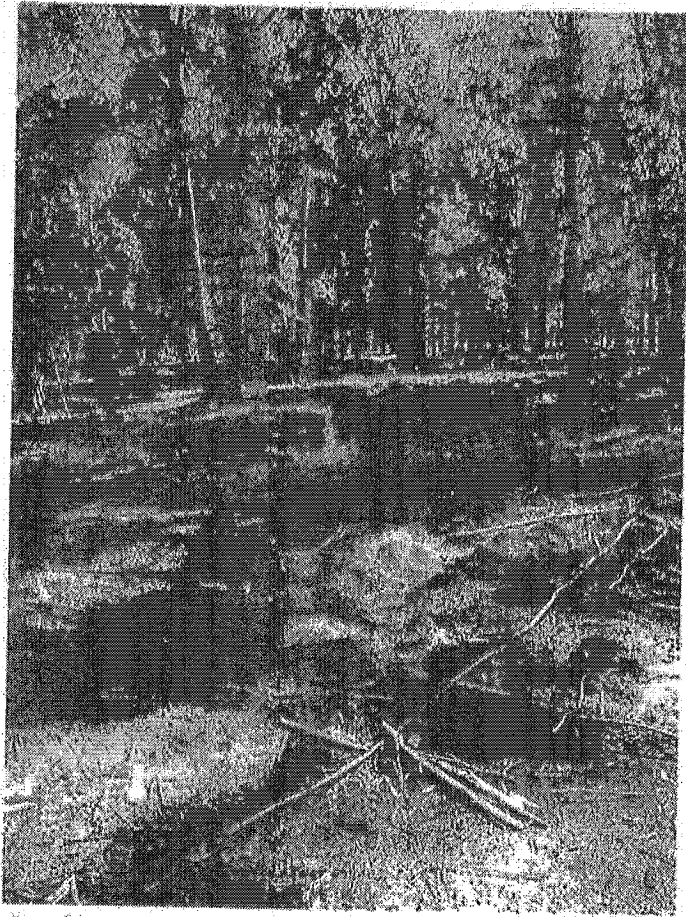
3. Current Pergola Structure alongside old trail. View facing Southwest



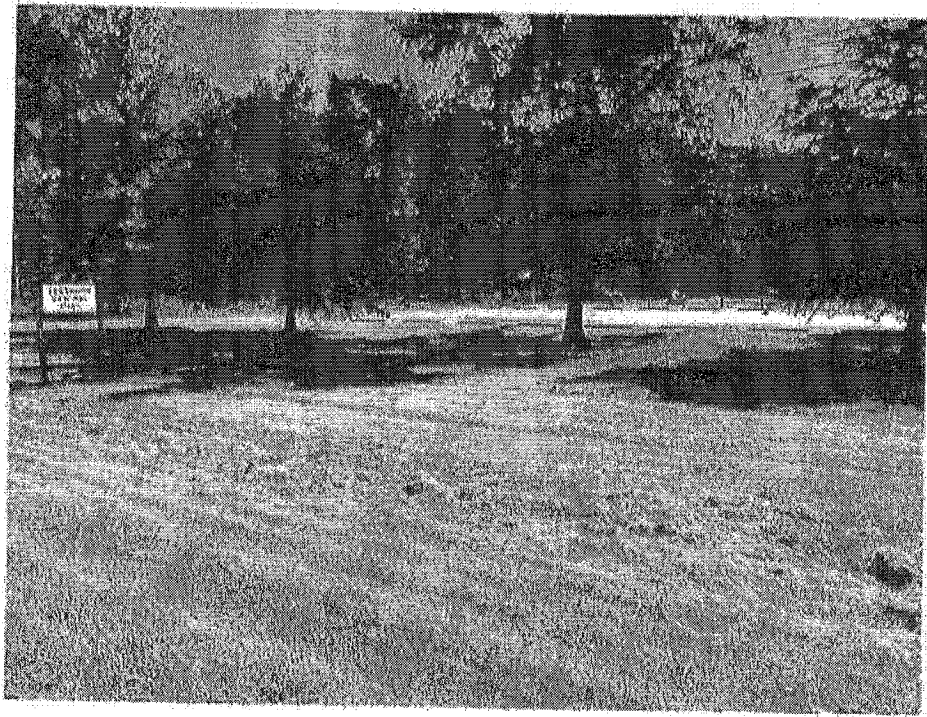
4. Current Pergola Structure alongside old trail. View facing South.



5. Current Pergola structure alongside old trail. View facing North.



6. Southwest portion of current park. View facing Northeast



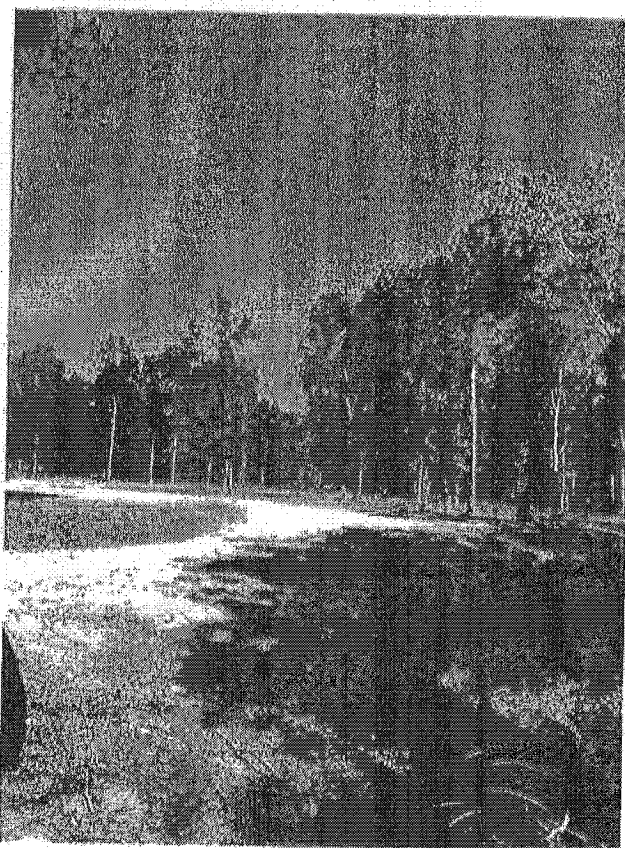
7. View of Central Park parking area from Academy Street



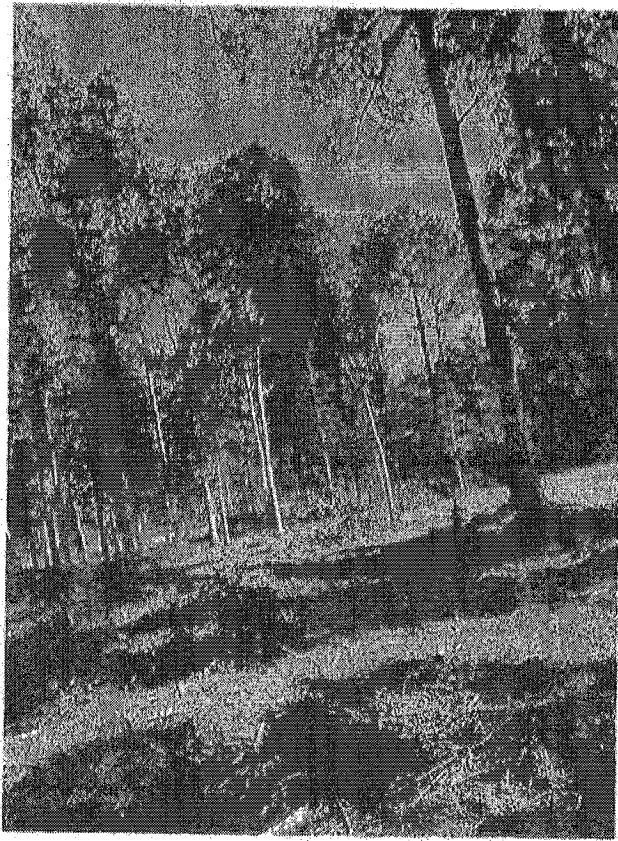
8. View of Northwest area of Central Park from Canal Street looking South



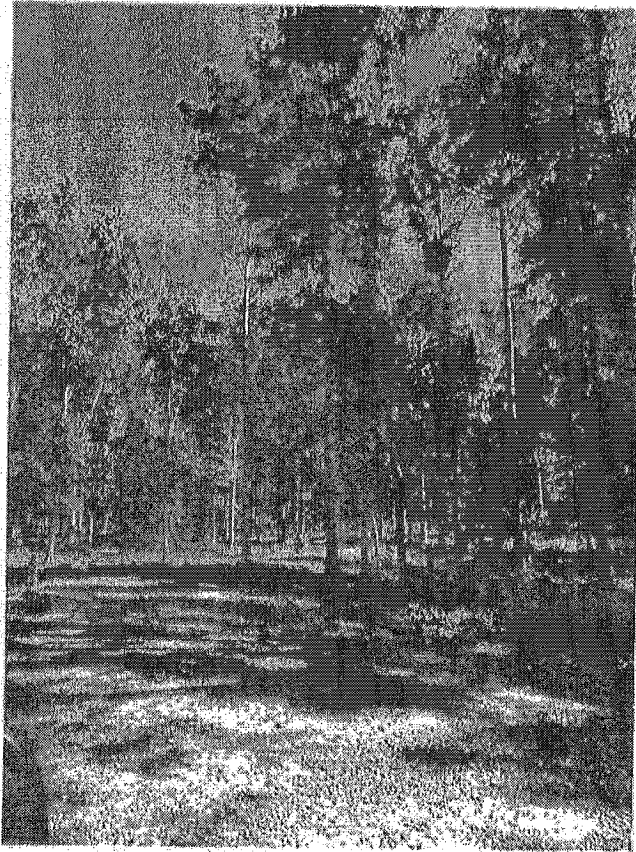
9. View of Northwest portion of park facing Southeast



10. Secondary "parking area" along 4th Street. View facing North.



11. Southend of Central Park, view facing Northeast



12. Parking pad leading into former trail on the southern end of Central Park. View facing North.



13. View of Parking pad along 4th Street facing west. Some infill and grading work, shown here.

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

October 27, 2021

Taylor Brown, Grants Unit Chief
Georgia DNR Grants Unit
2 Martin Luther King, Jr., Drive S.E., Suite 1370
Atlanta, Georgia 30334

Dear Mr. Brown,

The City of Leesburg authorizes submission of this grant application with the Georgia Department of Natural Resources for \$200,000 in grant funds under the Recreational Trails Program. These funds will be used to rehabilitate and expand the City's Central Park.

The City of Leesburg approves:

- a. Understanding and accepts this Recreational Trails Grant as a reimbursement grant. We are prepared to submit proper disbursement requests and reports as outlined in the Georgia DNR Recreation Trails Manual.
- b. All work on the Central Park Recreational Area as outlined in this grant will be completed within 24 months of final approval.
- c. The City of Leesburg commits \$78,084.00 matching funds which is 28% of the match requirement for this application and will be responsible for any unforeseen costs incurred during construction.

Letters of support from area agencies, businesses, and councils are also included in this application. The City has wide-support of this project and are confident in our abilities to complete this project within the time-frame stated above. This project will enhance Leesburg's sense of place, provide additional recreational activities, and allow for expanded economic development opportunities.

Respectfully submitted,

Billy Breeden
Mayor, City of Leesburg

Date

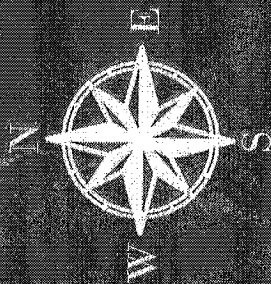
EXECUTIVE SUMMARY

The City of Leesburg has authorized Still Waters Engineering to produce this preliminary engineering summary to provide information regarding the feasibility of implementing sewer infrastructure improvements to serve an identified Target Area which is a section located along the US 19 Bypass in Leesburg, Georgia. This summary investigates the Target Area's existing infrastructure, identifies deficiencies, and recommends improvements to correct those deficiencies. It is the City's intent to submit this summary and as part of an application for funding through the State Fiscal Recovery Fund Application Program.

The City of Leesburg currently has no sewer system or water system infrastructure located along the US Highway 19 Bypass in Leesburg, Georgia. However, the City of Leesburg does have a wastewater treatment facility that is located only 5,000 linear feet to the south of the US Highway 19 Bypass. The existing treatment facility has a permitted capacity of 1.2 million gallons per day and had renovations completed in 2010. The treatment facility has the means to accept additional flow and is in excellent condition. With no sewer and water system infrastructure in the US Highway 19 Bypass Target Area development on the US Highway 19 Bypass has been very difficult. In 2019, the City of Leesburg purchased a 100 acre piece of property located on US Highway 19 with plans to develop a Recreational Complex. The Recreational Complex has plans for a kayak landing, ballfields (soccer, football, baseball/ softball, dog park and agricultural center. The City's investment in that property was \$300,000.00. The City of Leesburg also has started on a plan to develop this Recreational Complex by getting a median cut on the US Highway 19 Bypass. The median cut has been designed, plans are approved, and plans are to construct the median cut in 2024. The median cut project has an investment of over \$470,000.00. Next, the City of Leesburg acquired funding for a Georgia Environmental Finance Authority Drinking Water State Revolving Fund- Additional Supplemental Appropriations for Disaster Relief Act (DWSRF-ASADRA) project that would provide a well and watermain along the US Highway 19 Bypass. The DWSRF-ASADRA project had a total investment of \$1,453,752.00. The DWSRF-ASADRA project will provide the City of Leesburg with a new water supply and tie watermain located on the north side of the City to watermain located on the south side of the City via the US Highway 19 Bypass. With property purchased and road improvements and water system improvements already acquired the City has turned its attention to the sewer system deficiencies located along the US Highway 19 Bypass. In 2020 the COVID pandemic hit the community and has caused the community to change

priorities for allocation of City funds. Funds typically used for infrastructure improvements were used for first responders and emergency personnel salaries as these individuals' workload increased drastically. This left the community without the funding needed to bring sewer infrastructure to the US Highway 19 Bypass and specifically the Recreational Complex. The goal of this project is to submit a sewer infrastructure application that would provide the City of Leesburg with enough funding to complete an investment that was affected considerably by the COVID-19 Pandemic. The proposed project will include the installation of a pump station on the Recreation Complex property and a force main that would lead to the City's wastewater treatment facility. The new pump station and force main would allow for the development of the Recreation Complex. The new pump station and force main are detailed in the proposed drawings and a cost estimate for those improvements are also included in this summary. The timeline to complete the project shows that the project can be completed by September of 2023.

The total project costs for the necessary sewer infrastructure improvements are estimated at \$738,432.00. The City of Leesburg is requesting \$590,745.60 in funding through the State Fiscal Recovery Fund Application Program. The City commits to fund \$147,686.40 of the remaining costs through City and ARPA funds. Along with the \$147,686.40 in funds the City of Leesburg has made an investment of \$300,000 for property, \$1,453,752.00 in GEFA-ASDRA funds for water system improvements and the City of Leesburg has made an investment of \$470,000.00 in the form of road improvement (median cuts on the US Highway 19 Bypass). The total investment for this project is \$2,371,438.40.



LEGEND

6" FORCE MAIN

LIFT STATION

LIFT STATION

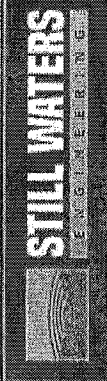
LIFT STATION

±5200 L.F. 6"
PVC FORCE MAIN

LIFT STATION

SEWER SYSTEM IMPROVEMENTS TO SERVE THE FESBURG BYPASS
 FOR FESBURG, GEORGIA
 STILLWATERS ENGINEERING, INC.
 Stillwaters Engineering, Inc. Project No. 10505-013

SEWER SYSTEM IMPROVEMENTS						
Item Number	Quantity	Description	Unit	Unit Price	Total	
1	1	Pump Station Complete (8' Diameter Wet Well, 160-200GPM)	LS	\$300,000.00	\$300,000.00	
2	5200	6" PVC Force Main	LF	\$40.00	\$208,000.00	
3	100	12" Jack & Bore Steel Casing	VF	\$250.00	\$25,000.00	
4	10	Standard Manhole Construction	VF	\$650.00	\$6,500.00	
5	1	Manhole Ring & Cover	EA	\$400.00	\$400.00	
6	2	Combination Air Relief Valve	EA	\$8,000.00	\$16,000.00	
7	1	Connect Proposed Force Main To Existing Manhole	EA	\$5,000.00	\$5,000.00	
8	40	Class "A" Pavement Replacement	SY	\$150.00	\$6,000.00	
9	50	Classified Excavation	CY	\$100.00	\$5,000.00	
10	50	Trench Stabilization	TNS	\$100.00	\$5,000.00	
11	1	UV Treatment System at Waste Water Treatment Plant	LS	\$350,000.00	\$350,000.00	
Sewer System Improvements Construction Total					\$926,900.00	
Construction Total					\$926,900.00	
Engineering 12%					\$111,228.00	
Grant Administration 6%					\$55,614.00	
Contingencies 10%					\$92,690.00	
TOTAL					\$1,186,432.00	



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 Renfro: Amanda White
Richard Bush

City Staff

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

October 27, 2021

Barbara Reddick
Director of Planning/Deputy Director
SWGA Regional Commission
181 East Broad Street
Camilla, Georgia 31730

Dear Ms. Redick,

The City of Leesburg has authorized Still Waters Engineering to produce a preliminary engineering summary to provide information regarding the feasibility of implementing sewer infrastructure improvements to serve an identified Target Area which is a section located along the US 19 Bypass in Leesburg, Georgia. This summary investigates the Target Area's existing infrastructure, identifies deficiencies, and recommends improvements to correct those deficiencies. It is the City's intent to submit this summary and as part of an application for funding through the State Fiscal Recovery Fund Application Program.

The total cost of the State Fiscal Recovery Fund Application for Sewer System Improvements is \$1,186,432.00. The City of Leesburg is committed to 20% matching funds in the amount of \$237,286.40 for this important project.

Respectfully submitted,

Billy Breeden
Mayor, City of Leesburg

City of Leesburg ~ General Fund

FY 2022 Budget to Actual Report by line item

		FY 2020		FY 2021		FY 2022		FY 2022		Percentage of	
		Audited		Unaudited		Approved		Unaudited		FY 2022	
		Revenues & Expenditures		Actual Revenues & Expenditures		Budget		Actual Revenues & Expenditures		Actuals to Budget Used	
		05/30/2021		09/30/2021		2022 Budget		09/30/2021		2022 Budget	
General Fund Revenue											
100 031	31100	31110	311100	318,805	334,027	330,000	330,000	-	330,000	-	0%
100 031	31100	31110	311105								
100 031	31100	31120	311200	12,838							
100 031	31100	31130	311300	22,893	23,538	25,266	25,266			25,266	0%
100 031	31100	31130	311310	6,452	6,343	4,500	4,500	1,221	1,221	3,279	2.7%
100 031	31100	31130	311315	58,218	105,138	85,000	85,000	29,341	29,341	55,659	35%
100 031	31100	31130	311320	979	2,253	1,000	1,000	43	43	957	4%
100 031	31100	31130	311340	4,852	9,672	5,000	5,000	1,149	1,149	3,851	23%
100 031	31100	31160	311600	623							
100 031	31100	31170	311700	1,636	4,539	2,435	2,435	1,415	1,415	1,020	58%
100 031	31100	31170	311710	16,323	15,490	16,194	16,194			16,194	0%
100 031	31100	31170	311710	122,523	118,432	120,000	120,000			120,000	0%
100 031	31100	31170	311750	26,049	27,424	27,000	27,000	6,566	6,566	20,434	24%
100 031	31100	31170	311760	1,742	1,581	2,123	2,123	544	544	1,579	26%
100 031	31300	31300	313100	470,383	619,566	480,000	480,000	158,042	158,042	321,958	33%
100 031	31400	31400	314210	62,265	61,938	55,600	55,600	13,934	13,934	41,666	25%
100 031	31400	31400	314211	1,856	7,201	1,700	1,700	3,202	3,202	(1,502)	188%
100 031	31600	31600	316100	28,988	28,830	25,028	25,028	568	568	24,461	2%
100 031	31600	31600	316200	220,486	232,582	230,000	230,000			230,000	0%
100 031	31600	31600	316300	15,735	14,265	12,252	12,252			12,252	0%
100 031	31900	31900	319100	2,189	2,514	1,193	1,193	79	79	1,114	7%
100 031	31900	31900	319500								
100 031	31900	31900	319910								
100 032	32100	32100	321110	2,475	2,888	3,000	3,000			3,000	0%
100 032	32100	32100	321120	2,475	2,888	3,000	3,000			3,000	0%
100 032	32100	32120	321220								
100 032	32400	32400	324100	400	608	250	250			250	0%
100 033	33100	33115	331151								
100 033	33400	33410	334100	7,200	166,526					570,424	
100 033	33600	33600	336000	176,079	187,820	201,329	201,329			201,329	0%

City of Leesburg - General Fund

FY 2022 Budget to Actual Report by line item

	FY 2021		FY 2022		Percentage of FY 2022 Actuals to Budget Used
	FY 2021 Audited Revenues & Expenditures	Unaudited Actual Revenues & Expenditures	FY 2022 Approved Budget	Unaudited Actual Revenues & Expenditures 09/30/2021	
100 100 01100 00052 523510 TRAVEL-MAYOR	380	666	4,005	713	18%
100 100 01100 00052 523711 TRAINING-POST 1-POWELL	915	670	2,275		0%
100 100 01100 00052 523511 TRAVEL-POST 1-POWELL	1,229	456	4,005	1,317	33%
100 100 01100 00052 523712 TRAINING-POST 2-RENFROE	(250)	400	2,275		0%
100 100 01100 00052 523512 TRAVEL-POST 2-RENFROE		646	4,005		0%
100 100 01100 00052 523713 TRAINING-POST 3-BUSH			2,275		0%
100 100 01100 00052 523513 TRAVEL-POST 3-BUSH			4,005		0%
100 100 01100 00052 523714 TRAINING-POST 4-WILSON			2,275		0%
100 100 01100 00052 523514 TRAVEL-POST 4-WILSON			4,005		0%
100 100 01100 00052 523715 TRAINING-POST 5-SHERMAN	1,111	20	2,275		0%
100 100 01100 00052 523515 TRAVEL-POST 5-SHERMAN	332	646	4,005	769	19%
100 100 01100 00052 523716 TRAINING-POST 6-WHITE	765		2,275		0%
100 100 01100 00052 523516 TRAVEL-POST 6-WHITE	133		4,005		0%
100 100 01100 00053 531730 ELECTION EXPENSE- SUPPLIE					
100 100 01100 00053 531760 MAYOR/COUNCIL SUPPLIES	6,518	1,933	3,500	1,311	37%
100 100 01100 00052 521200 ATTORNEY & LEGAL FEES	36,610	26,820	29,885	3,920	13%
Subtotal Council/Legislative	62,993	46,657	92,645	8,030	9%
Administration					
100 100 01500 00051 511100 REGULAR EMPLOYEES	127,020	128,532	135,846	37,217	27%
100 100 01500 00051 511101 REGULAR EMPLOYEES VAC SELL BACK	1,863	2,480	5,225	5,225	0%
100 100 01500 00051 511105 PART TIME EMPLOYEES	4,116	5,244	3,511	1,515	43%
100 100 01500 00051 511199 LONGEVITY	2,415	2,415	2,612		0%
100 100 01500 00051 511300 OVERTIME	5,165	4,423	7,825	695	9%
100 100 01500 00051 512100 EMPLOYEE GROUP INSURANCE	413	470	15,905	74	0%
100 100 01500 00051 512200 FICA	11,094	11,287	12,318	3,101	25%
100 100 01500 00051 512400 RETIREMENT - Pension	7,820	10,171	10,545	1,695	16%
100 100 01500 00051 512415 457b ER Matching	2,876	3,093	3,099	1,308	42%
100 100 01500 00051 512700 WORKERS' COMPENSATION	617	751	918	192	21%
100 100 01500 00051 512910 VEHICLE ALLOWANCE	6,000	6,000	6,000	1,500	25%
Total Personnel Costs - Administration	169,399	174,864	203,804	47,296	23%

City of Leesburg - General Fund

FY 2022 Budget to Actual Report by line item

		FY 2021		FY 2022		Percentage of			
		Unaudited		Unaudited		FY 2022			
		Actual		Actual Revenues		Actuals to			
		Revenues &		& Expenditures		Budget Used			
		06/30/2021		09/30/2021		2022 Budget			
		10,410		2,401		29,600			
		8,275		32,000		8%			
		FY 2020		FY 2022		FY 2022			
		Audited		Approved		Remaining FY			
		Revenues &		Budget		2022 Budget			
		Expenditures		2,401		29,600			
		8,275		32,000		8%			
100	100	01500	00052	521100	OFFICIAL/ADMINISTRATIVE				
100	100	01500	00053	531710	PRINTING/ TAX BILLS				
100	100	01500	00052	521132	DELINQUENT TAX SERVICE ADD				
100	100	01500	00052	521200	ATTORNEY & LEGAL FEES	311	1,629	1,629	0%
100	100	01500	00052	521201	COMPUTER SUPPORT FEES	34,634	27,000	18,001	33%
100	100	01500	00052	521220	ENGINEERING FEES	669	1,500	1,500	0%
100	100	01500	00052	521225	BAD DEBT EXPENSE				
100	100	01500	00052	521230	AUDITOR FEES	6,929	7,601	7,601	0%
100	100	01500	00052	522210	EQUIPMENT REPAIR & MAINT	47	200	200	0%
100	100	01500	00052	522220	BUILDING REPAIR & MAINT	6,407	5,200	4,439	15%
100	100	01500	00052	522300	RENTS AND LEASES	2,159	4,280	2,709	37%
100	100	01500	00052	523100	INSURANCE, OTHER THAN EMP	13,070	16,011	12,316	23%
100	100	01500	00052	523200	COMMUNICATIONS	4,039	4,440	3,523	21%
100	100	01500	00052	523210	POSTAGE	1,852	1,700	1,429	16%
100	100	01500	00052	523300	ADVERTISING	1,223	1,500	1,420	5%
100	100	01500	00052	523505	TRAVEL-EMPLOYEE	7,040	7,600	4,562	40%
100	100	01500	00052	523600	DUES AND FEES	9,268	8,400	7,118	15%
100	100	01500	00052	523610	SOUTHWEST GA RDC DUES	3,333	3,400	2,560	25%
100	100	01500	00052	523700	EDUCATION AND TRAINING	2,730	5,500	5,095	7%
Total Purchased / Contracted Services			101,987		127,961		24,260	103,701	19%
100	100	01500	00053	531230	ELECTRICITY	5,504	5,800	4,464	23%
100	100	01500	00053	531270	GAS & OIL	155	400	366	9%
100	100	01500	00053	531300	FOOD / EMPLOYEE APPRECIATION	2,723	2,500	2,401	4%
100	100	01500	00053	531600	SMALL EQUIPMENT		700	700	0%
100	100	01500	00053	531700	OFFICE SUPPLIES	8,450	6,000	5,111	15%
100	100	01500	00053	531720	CLEANING/ PAPER SUPPLIES	1,518	1,400	1,204	14%
Total Supplies - Administration			18,351		16,800		2,553	14,247	15%
100	100	01500	00054	541001	RECREATION PROPERTY				
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									

City of Leesburg - General Fund

		FY 2021		FY 2022		Percentage of	
		Audited	Unaudited	Actual Revenues	Unaudited	Actuals to	Budget Used
		FY 2020	FY 2021	FY 2022	FY 2022	FY 2022	FY 2022
		Revenues & Expenditures	Revenues & Expenditures	Approved Budget	Actual Revenues & Expenditures	Remaining FY	Actuals to
		06/30/2021	06/30/2021	2022 Budget	09/30/2021	2022 Budget	Budget Used
100	100 01500 00057 572000 SENIOR CENTER	25,751		200		200	0%
100	100 01500 00057 572020 CHAMBER OF COMMERCE	3,204	3,200	3,200	1,600	1,600	50%
100	100 01500 00057 572030 LIBRARY CONTRIBUTION	15,500	15,500	15,500	3,875	11,625	25%
100	100 01500 00057 572011 FAMILY CONNECTIONS	-	2,750	2,750	688	2,063	25%
Total Other - Administration		44,455	21,450	21,650	6,163	15,488	28%
Subtotal Administration		334,191	314,028	370,215	80,272	289,943	22%
Municipal Court							
100	150 01550 00051 511260 SALARY Municipal Court Judge	5,373	5,481	5,812	1,453	4,359	25%
100	150 01550 00051 512200 FICA	411	419	445	111	333	25%
Total Personnel Municipal Court		5,784	5,900	6,256	1,564	4,692	25%
100	150 01550 00052 521200 ATTORNEY & LEGAL FEES						
100	150 01550 00052 521201 COMPUTER SUPPORT FEES	6,500	6,140	6,084	1,005	5,079	17%
100	150 01550 00052 521210 MUNICIPAL COURT EXPENSES	441	1,301	489	39	450	8%
100	150 01550 00052 521215 CITY SOLICITOR	19,010	23,013	16,000	4,445	11,555	28%
100	150 01550 00052 521216 INDIGENT DEFENSE	4,500	6,000	6,000	1,000	5,000	17%
100	150 01550 00052 523505 TRAVEL-EMPLOYEE	1,629		1,200	213	987	18%
100	150 01550 00052 523700 Training - Employee	775	100	900	55	845	6%
100	150 01550 00052 523550 FINE ADD-ON FEES	78,083	103,429	78,300	18,357	59,943	23%
Total Purchased / Contracted Services Municipal Court		110,939	139,983	108,973	25,114	83,859	23%
Subtotal Municipal Court		116,723	145,883	115,229	26,678	88,552	23%
100	250 25100 00057 251110 CONTINGENCY FUND	1,000	510	100,000		100,000	0%
Planning & Zoning / Code Enforcement							
100	740 07450 00051 511105 PART TIME EMPLOYEES	3,930		3,120		3,120	0%
100	740 07450 00051 512200 FICA	301		239		239	0%
100	740 07450 00051 512700 WORKERS' COMPENSATION	132	105	97	20	76	21%
Total Personnel Planning & Zoning		4,363	105	3,455	20	3,435	1%
Subtotal Planning & Zoning / Code Enforcement		4,363	105	3,455	20	3,435	1%

City of Leesburg - General Fund

FY 2022 Budget to Actual Report by line item

	FY 2021		FY 2022		Percentage of FY 2022 Actuals to Budget Used
	Audited Revenues & Expenditures 05/30/2021	Unaudited Actual Revenues & Expenditures 09/30/2021	FY 2022 Approved Budget	FY 2022 Actual Revenues & Expenditures Remaining FY 2022 Budget	
100 300 03200 00053 531781 GREAT PROGRAM					
100 300 03200 00053 531782 EXPLORER PROGRAM	880	2,516	500	500	0%
100 300 03200 00053 531783 LEESBURG/LEE COUNTY FOSTE	3,829	3,033	500	462	8%
100 300 03200 00053 531790 UNIFORMS	5,086	9,598	6,000	6,000	0%
100 300 03200 00053 531784 COMMUNITY RELATIONS EXPENSE			3,000	3,000	0%
Total Supplies - Public Safety	68,532	68,956	67,458	12,562	54,896
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					
Total Capital Outlays - Public Safety					
Subtotal Public Safety	1,051,400	1,069,082	1,204,419	259,219	945,199
Public Works Maintenance					
100 400 04300 00052 522100 Refuge Contract	470,280	472,687	475,733	74,543	401,190
100 400 04300 00052 522101 INERT TRASH REMOVAL	44,779	6,492	10,000		10,000
Sub Total Sanitation	515,060	479,179	485,733	74,543	411,190
100 400 04600 00051 511100 REGULAR EMPLOYEES	114,799	122,917	135,977	36,088	99,889
100 400 04600 00051 511101 REGULAR EMPLOYEES VAC SELL BACK	2,970	2,101	5,230	421	4,808
100 400 04600 00051 511105 Part time	15,610	24,213	27,925	7,486	20,439
100 400 04600 00051 511199 LONGEVITY	1,977	1,955	2,615		2,615
100 400 04600 00051 511300 OVERTIME	18,531	20,971	18,922	6,909	12,013
100 400 04600 00051 512100 EMPLOYEE GROUP INSURANCE	15,419	18,690	35,779	4,712	31,066
100 400 04600 00051 512200 FICA	10,962	12,354	14,586	3,683	10,903
100 400 04600 00051 512400 RETIREMENT	7,801	10,343	11,579	1,724	9,856
100 400 04600 00051 512415 479b cont	523	482	965	121	844
100 400 04600 00051 512700 WORKERS' COMPENSATION	8,339	9,080	8,112	1,697	6,415
Total Personnel Services Public Works	196,930	223,107	261,691	62,842	198,849
100 400 04600 00052 521201 COMPUTER SUPPORT FEES	944		1,000		1,000
100 400 04600 00052 521220 ENGINEERING FEES	3,512	2,024	2,000	209	1,791
100 400 04600 00052 521221 NPDES STORMWATER ANNUAL R	7,286	9,000	8,000	7,670	330
100 400 04600 00052 522210 EQUIPMENT REPAIR & MAINT	29,733	45,916	38,000	9,421	28,579
Total	1,051,400	1,069,082	1,204,419	259,219	945,199
Percentage of FY 2022 Actuals to Budget Used					22%

City of Leesburg - General Fund

FY 2022 Budget to Actual Report by line item

	FY 2020		FY 2021		FY 2022			Percentage of FY 2022 Actuals to Budget Used
	Audited Revenues & Expenditures	Unaudited Actual Revenues & Expenditures	Unaudited Actual Revenues & Expenditures	Unaudited Actual Revenues & Expenditures	Unaudited Actual Revenues & Expenditures	Unaudited Actual Revenues & Expenditures	Unaudited Actual Revenues & Expenditures	
100 400 04600 00052 522220 BUILDING REPAIR & MAINT	1,273	1,935	2,500	1,457	1,043	58%		
100 400 04600 00052 522240 TIRES AND TUBES	3,355	1,437	6,000	359	5,641	6%		
100 400 04600 00052 522250 VEHICLE REPAIR	11,443	19,581	16,500	1,823	14,677	11%		
100 400 04600 00052 522271 CORRIDOR SIGNS								
100 400 04600 00052 522275 CHRISTMAS DECORATIONS	1,167	7,694	2,500		2,500	0%		
100 400 04600 00052 522310 UNIFORMS	9,847	10,549	8,500	2,042	6,458	24%		
100 400 04600 00052 522320 EQUIPMENT RENTAL	1,804	8,912	1,500		1,500	0%		
100 400 04600 00052 523100 INSURANCE, OTHER THAN EMP	11,915	12,725	14,510	3,406	11,104	23%		
100 400 04600 00052 523200 COMMUNICATIONS	3,861	4,059	4,500	930	3,570	21%		
100 400 04600 00052 523300 ADVERTISING	770		1,000		1,000	0%		
100 400 04600 00052 523505 TRAVEL-EMPLOYEE	50		800		800	0%		
100 400 04600 00052 523600 DUES AND FEES	653	725	700	103	597	15%		
100 400 04600 00052 521200 ATTORNEY & LEGAL FEES								
100 400 04600 00052 523700 EDUCATION AND TRAINING	600	400	700		700	0%		
Total Purchased / Contracted Services - Public Works	88,213	124,957	108,710	27,420	81,290	25%		
100 400 04600 00053 531230 ELECTRICITY	5,004	4,604	5,800	784	5,016	14%		
100 400 04600 00053 531750 OTHER SUPPLIES								
100 400 04600 00053 531270 GAS & OIL	15,224	18,755	17,000	5,157	11,843	30%		
100 400 04600 00053 531280 STREET LIGHTS (POWER)	60,800	63,105	64,145	9,744	54,401	15%		
100 400 04600 00053 531700 OFFICE SUPPLIES	1,366	1,382	2,000	497	1,503	25%		
100 400 04600 00053 531720 CLEANING/ PAPER SUPPLIES	1,015	574	1,000	318	682	32%		
100 400 04600 00053 531810 MAINTENANCE SUPPLIES	12,515	15,112	12,000	4,826	7,174	40%		
100 400 04600 00053 531820 STREET IMPROVEMENTS								
100 400 04600 00053 531830 CHEMICALS FOR R/W DITCHES								
100 400 04600 00053 531840 STREET SIGNS AND MARKINGS								
100 400 04600 00053 531850 MOSQUITO FOGGER REP/CHEMI								
Total Supplies - Public Works	9,804	8,296	10,000		10,000	0%		
Total Capital Outlay - Public Works	105,728	111,827	111,945	21,326	90,619	19%		
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								
Total Capital Outlay - Public Works								
Subtotal Public Works Maintenance	905,930	939,070	968,079	186,131	781,948	19%		

City of Leesburg - General Fund

FY 2022 Budget to Actual Report by line item

		FY 2020 Audited Revenues & Expenditures	FY 2021 Unaudited Actual Revenues & Expenditures 06/30/2021	FY 2022 Approved Budget	FY 2022 Unaudited Actual Revenues & Expenditures 09/30/2021	Remaining FY 2022 Budget	Percentage of FY 2022 Actuals to Budget Used				
Chamber of Commerce											
100	750	07520	00052	523200	COMMUNICATIONS	4,239	4,085	4,123	1,074	3,049	26%
100	750	07520	00052	522220	BUILDING REPAIR & MAINT	4,574	1,506	1,200	1,200	1,200	0%
100	750	07520	00052	521201	COMPUTER SUPPORT FEES		775	698		698	0%
100	750	07520	00052	531210	WATER, SEWER, TRASH	299	253	276	46	230	17%
100	750	07520	00053	531230	ELECTRICITY	3,786	3,479	4,059	545	3,514	13%
100	750	07520	00053	531720	CLEANING/ PAPER SUPPLIES	375	468	800		800	0%
		Subtotal Chamber of Commerce				13,273	10,566	11,156	1,665	9,491	15%
		Total General Fund Expenses				2,489,873	2,525,901	2,865,198	562,015		20%
		General Fund Net Gain / (Loss)				(23,631)	615,150	(0)	520,563		

City of Leesburg ~ Water & Sewer Fund

FY 2022 Budget to Actual Report by line item

WATER AND SEWER FUND REVENUE

	FY 2020 Audited Revenues & Expenditures	FY 2021 Unaudited Actual Revenues & Expenditures 06/30/2021	FY 2022 Approved Budget	FY 2022 Unaudited Actual Revenues & Expenditures 09/30/2021	Remaining FY 2022 Budget	Percentage of FY 2022 Actuals to Budget Used
505 038 33400 33430 334302 DIRECT CDBG 16P-X-088-	-	-	-	-	-	-
505 034 34400 34420 344210 WATER SALES	547,585	584,798	563,506	135,030	428,476	24%
505 034 34400 34420 344211 WATER TAP FEES	18,350	15,050	10,000	11,200	(1,200)	112%
505 034 34400 34420 344212 RECONNECTION FEE	5,749	17,990	10,000	2,625	7,375	26%
505 034 34400 34420 344213 WATER PENALTY	20,302	-	24,186	5,700	18,486	24%
505 034 34400 34420 344214 WATER FUND BEGINNING BAL	-	-	230,000	-	230,000	0%
505 034 34400 34425 344255 SEWER SALES	499,990	564,449	530,800	126,557	404,243	24%
505 034 34400 34425 344256 SEWER TAP FEES	23,595	12,870	10,000	15,015	(5,015)	150%
505 034 34900 34900 349300 BAD CHECK FEE	596	349	1,500	105	1,395	7%
505 034 36100 36100 361000 INTEREST	2,441	2,302	4,000	68	3,932	2%
505 038 38300 38300 383010 INSURANCE PROCEEDS	2,000	398	-	4,133	(4,133)	-
505 038 38900 38900 389000 OTHER MISCELLANEOUS INCOME	1,542	(10)	-	9	-	-
505 038 38900 38900 389005 CASH OVER/SHORT	-	-	-	-	-	-
505 039 39100 39100 391200 TRANSFER IN-OTHER FUNDS	83,378	41,689	-	-	-	-
505 039 39380 39380 393800 CAPITAL CONTRIBUTIONS	55,537	-	-	-	-	-
505 061 61100 61100 612000 TRANSFER OUT - OTHER FUNDS	-	-	-	-	-	-
505 039 39100 39100 391201 Indirect Allocation	(69,360)	(58,922)	(84,618)	(21,155)	(63,463)	-
Total Water and Sewer Fund Revenue	1,191,705	1,180,964	1,299,374	279,268	1,020,106	21%

WATER AND SEWER FUND EXPENSES

	FY 2020 Audited Revenues & Expenditures	FY 2021 Unaudited Actual Revenues & Expenditures 06/30/2021	FY 2022 Approved Budget	FY 2022 Unaudited Actual Revenues & Expenditures 09/30/2021	Remaining FY 2022 Budget	Percentage of FY 2022 Actuals to Budget Used
SEWER DEPARTMENT						
505 400 04330 00051 511100 REGULAR EMPLOYEES	86,199	86,651	91,695	25,219	66,476	28%
505 400 04330 00051 511101 REGULAR EMPLOYEES VAC SELL BACK	1,330	1,522	3,315	57	3,258	2%
505 400 04330 00051 511199 LONGEVITY	1,473	1,470	1,657	1,657	-	0%
505 400 04330 00051 511300 OVERTIME	5,072	5,028	6,454	1,275	5,179	20%
505 400 04330 00051 512100 EMPLOYEE GROUP INSURANCE	4,762	5,439	14,731	1,396	13,335	9%
505 400 04330 00051 512200 FICA	7,019	7,303	8,118	2,045	6,073	25%
505 400 04330 00051 512400 RETIREMENT	4,958	6,475	6,828	1,079	5,749	16%
505 400 04330 00051 512415 457b plan cont	1,508	1,611	1,679	670	1,009	40%
505 400 04330 00051 512700 WORKERS' COMPENSATION	1,429	1,456	1,549	324	1,225	21%

City of Leesburg ~ Water & Sewer Fund

FY 2022 Budget to Actual Report by line item

		FY 2020	FY 2021	FY 2022	FY 2022	Percentage of
		Audited	Unaudited	Approved	Unaudited	FY 2022 Actuals
		Revenues &	Actual	Budget	Actual	to Budget Used
		Expenditures	Revenues &		Revenues &	
		06/30/2021	Expenditures		Expenditures	
		3,000	06/30/2021		09/30/2021	
			3,000		750	25%
505	400	04330	00051	512910	VEHICLE ALLOWANCE-CITY MA	2,250
Total Personnel Services Sewer		116,751	119,956	139,027	32,816	106,212
505	400	04330	00052	521100	OFFICIAL/ADMINISTRATIVE	2,590
505	400	04330	00052	521200	ATTORNEY & LEGAL FEES	-
505	400	04330	00052	521201	COMPUTER SUPPORT FEES	4,854
505	400	04330	00052	521220	ENGINEERING FEES	4,000
505	400	04330	00052	521225	BAD DEBT EXPENSE	-
505	400	04330	00052	521230	AUDITOR FEES	2,643
505	400	04330	00052	521250	WATER TESTING	-
505	400	04330	00052	522210	EQUIPMENT REPAIR & MAINT	-
505	400	04330	00052	522220	Building Repair & Maint	17,976
505	400	04330	00052	522240	TIRES AND TUBES	-
505	400	04330	00052	522320	EQUIPMENT RENTAL	-
505	400	04330	00052	523100	INSURANCE, OTHER THAN EMP	-
505	400	04330	00052	523200	COMMUNICATIONS	18,045
505	400	04330	00052	523210	POSTAGE	7,200
505	400	04330	00052	523226	WATERSHED MON CONTRACT (T	300
505	400	04330	00052	523300	ADVERTISING	6,200
505	400	04330	00052	523505	TRAVEL-EMPLOYEE	400
505	400	04330	00052	523600	DUES AND FEES	500
Total Contracted Services Sewer Dept		67,797	55,121	78,323	12,175	66,148
505	400	04330	00053	531230	ELECTRICITY-PUMP/LIFT STATIONS	17,232
505	400	04330	00053	531270	GAS & OIL	2,999
505	400	04330	00053	531600	SMALL EQUIPMENT	-
505	400	04330	00053	531700	OFFICE SUPPLIES	85
505	400	04330	00053	531900	SEWER SUPPLIES	915
Total Supplies Sewer Dept		36,547	40,536	32,632	5,889	26,743
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 2022 Budget to Actual Report by line item

		FY 2020		FY 2021		FY 2022		FY 2022		Percentage of	
		Audited		Unaudited		Approved		Unaudited		FY 2022 Actuals	
		Revenues & Expenditures		Actual		Budget		Actual		to Budget Used	
		06/30/2021		06/30/2021		09/30/2021		09/30/2021		Budget	
Water Department											
505 400 04400 00051 511100	REGULAR EMPLOYEES	133,071	138,816	147,971	40,526	107,445	27%				
505 400 04400 00051 511101	REGULAR EMPLOYEES VAC SELL BACK	2,117	2,115	5,239	283	4,956	5%				
505 400 04400 00051 511199	LONGEVITY	2,264	2,256	2,619		2,619	0%				
505 400 04400 00051 511300	OVERTIME	12,491	13,112	13,628	3,655	9,973	27%				
505 400 04400 00051 512100	EMPLOYEE GROUP INSURANCE	11,027	12,643	27,623	3,220	24,404	12%				
505 400 04400 00051 512200	FICA	11,195	11,818	13,193	3,364	9,829	25%				
505 400 04400 00051 512400	RETIREMENT	16,405	10,378	11,066	1,730	9,337	16%				
505 400 04400 00051 512415	457b plan cont	1,721	1,815	1,991	721	1,270	36%				
505 400 04400 00051 512700	WORKERS' COMPENSATION	3,618	3,576	3,693	773	2,920	21%				
505 400 04400 00051 512910	VEHICLE ALLOWANCE	3,000	3,000	3,000	750	2,250	25%				
Total Personal Services Water Dept		196,911	199,529	230,024	55,021	175,003					
505 400 04400 00052 521100	OFFICIAL/ADMINISTRATIVE	-	2,677	3,750	1,160	2,590	31%				
505 400 04400 00052 521200	ATTORNEY & LEGAL FEES			200		200	0%				
505 400 04400 00052 521201	COMPUTER SUPPORT FEES	7,042	7,481	8,100	2,846	5,254	35%				
505 400 04400 00052 521220	ENGINEERING FEES	2,973	5,000	5,000		5,000	0%				
505 400 04400 00052 521230	AUDITOR FEES	6,422	6,840	7,045	1,250	5,795	18%				
505 400 04400 00052 521250	WATER TESTING	5,414	2,735	5,000	804	4,196	16%				
505 400 04400 00052 522210	EQUIPMENT REPAIR & MAINT	3,694	1,638	2,200	1,260	940	57%				
505 400 04400 00052 522220	BUILDING REPAIR & MAINT	2,500		1,500		1,500	0%				
505 400 04400 00052 522240	TIRES AND TUBES										
505 400 04400 00052 522250	VEHICLE REPAIR			500		500	0%				
505 400 04400 00052 522310	UNIFORMS										
505 400 04400 00052 522320	EQUIPMENT RENTAL										
505 400 04400 00052 523100	INSURANCE, OTHER THAN EMP	19,363	21,678	23,580	5,535	18,045	23%				
505 400 04400 00052 523200	COMMUNICATIONS	9,160	5,183	6,000	1,300	4,700	22%				
505 400 04400 00052 523210	POSTAGE	93	79	400	16	384	4%				
505 400 04400 00052 523300	ADVERTISING	360	632	600		600	0%				
505 400 04400 00052 523505	TRAVEL-EMPLOYEE	1,514	117	3,000		3,000	0%				
505 400 04400 00052 523600	DUES AND FEES	1,304	594	1,400	42	1,358	3%				
Total Contracted Services Water Dept		59,838	49,655	68,275	14,213	54,062					
505 400 04400 00053 531230	ELECTRICITY-WELLS	22,169	21,441	23,160	4,716	18,444	20%				

City of Leesburg ~ Water & Sewer Fund

FY 2022 Budget to Actual Report by line item

	FY 2020 Audited Revenues & Expenditures		FY 2021 Unaudited Actual Revenues & Expenditures 06/30/2021		FY 2022 Approved Budget		FY 2022 Unaudited Actual Revenues & Expenditures 09/30/2021		Remaining FY 2022 Budget		Percentage of FY 2022 Actuals to Budget Used	
505 400 04400 00053 531270 GAS & OIL					500				500			0%
505 400 04400 00053 531600 SMALL EQUIPMENT						1,500	85		1,415			6%
505 400 04400 00053 531700 OFFICE SUPPLIES	754		606									
505 400 04400 00053 531870 WATER SUPPLIES	10,429		24,266		40,000		7,714		32,286			19%
505 400 04400 00053 531885 CHEMICALS	5,178		5,054		7,000		468		6,532			7%
Total Supplies Water Dept	38,530		51,366		72,160		12,982		59,178			
505 400 04400 00054 542200 CAPITAL OUTLAY-NEW VEHICLE												
505 400 04400 00054 542500 CAPITAL OUTLAY-OTHER EQUI												
505 400 04400 00054 542533 WATER TANK MAINTENANCE	43,129		43,129		43,129				43,129			0%
505 400 04400 00054 542534 WATER LINE IMPROVEMENTS												
Total Capital Outlays Water Dept	43,129		43,129		43,129				43,129			
505 400 04400 00056 561000 DEPRECIATION	100,000		100,000		100,000		25,000		75,000			25%
Total Depreciation Water Dept	100,000		100,000		100,000		25,000		75,000			
505 400 04400 00057 579000 CONTINGENCY			104		25,000				25,000			0%
505 061 61100 612000 TRANSFER OUT - OTHER FUNDS	50,000		100,000		75,000		18,750		56,250			25%
Total Other Costs Water Dept	50,000		100,104		100,000		18,750		81,250			
505 400 04400 00058 582000 INTEREST PAID ON NOTES	38,345		17,598		32,513		8,411		24,102			26%
Total Water Dept Debt Service	38,345		17,598		32,513		8,411		24,102			
Subtotal Water Department	526,753		561,380		646,101		134,377		511,723			21%
Total Water and Sewer Expenses	1,259,921		1,119,075		1,299,374		265,557		1,033,817			20%
Water and Sewer Net Gain / Loss												
Plus Unfunded Depreciation	(68,216)		61,889		(0)		13,712					
Less Principal Debt Reduction	360,323		200,000		200,000		50,000					
Less Other investment in capital	193,236		98,347		152,546		49,599					
Less Operational Transfer to General Fund												
Net affect on Cash Reserves increase / (decrease)	98,871		163,542		47,454		14,112					

To: Mr. Bob Alexander

From: Chief C. Prokesh

Date: October 28, 2021

RE: Monthly Report, October-2021

CADs = 945

Arrests = 32

Criminal/Investigative:

Municipal Court Arrests:

D.U.I. = 2
Reckless Driving = 1
Suspended/No License = 2
Misdemeanor Drug Violations = 1
Disorderly Conduct = 1
Criminal Trespass = 1
Obstruction of Officer = 2

Superior Court Cases:

Financial Transaction Card Fraud = 1
Burglary = 1
Elder Abuse (Financial) = 1
Entering Auto = 2 (Domestic)

Other Warrants Served = 2

Juvenile Court Cases:

Poss of Child Pornography = 1
Poss of a 5-1 Controlled Substance = 1
Juvenile Status Offense = 4
Poss of CS in Drug-Free School Zone = 1
Sexual Battery = 3
Poss of Alcohol on School Property = 1
Poss/Consumption of Alcohol <21 = 4

Traffic Investigation/Enforcement:

Citations = 111

Warnings = 42

Accidents = 20

Vehicle vs. Vehicle = 18
Hit & Run = 3
Vehicle vs. Deer = 2
With Injuries = 0

OTHER:

1. Outsourcing Geo Fencing, waiting on cost
2. Actively recruiting trying to fill vacancies
3. RedSpeed is completed, undergoing training coming week, Warning phase begins 11-01-2021

Lee County 911
119 Pinewood Rd Leesburg , GA 31763

CFS By Department - Select Department By Date
For Leesburg Police Department 10/1/2021 - 10/31/2021

Leesburg Police Department	Count	Percent
911 TEXT	1	0.11%
ANIMAL AT LARGE	2	0.21%
AREA CHECK	557	58.94%
ASSIST OTHER AGENCY/SERVICE	3	0.32%
ATV / DIRT BIKE COMPLAINT	2	0.21%
BREATHING PROBLEMS	1	0.11%
BUSINESS ALARM	21	2.22%
CALL BY PHONE	7	0.74%
COMPLAINT	1	0.11%
DAMAGE ASSESMENT	1	0.11%
DAMAGE TO PROPERTY	4	0.42%
DELAYED VEHICLE ACCIDENT REPORT	1	0.11%
DISTURBANCE	3	0.32%
DOMESTIC	6	0.63%
DRUG INVESTIGATION	1	0.11%
ESCORT	3	0.32%
FIRE - STRUCTURE	1	0.11%
FLAG DOWN	1	0.11%
FOLLOW UP	26	2.75%
FUNERAL ESCORT	2	0.21%
GAS DRIVE OFF	1	0.11%
GENERAL MEDICAL CALL	1	0.11%
GOOD INTENT	2	0.21%
HANG UP	1	0.11%
IMPROPERLY PARKED	1	0.11%
INCIDENT WITH GUN	2	0.21%
INFORMATION	13	1.38%
JUVENILE PROBLEM	1	0.11%
JUVENILE TRANSPORT	4	0.42%
LICENSE/REGISTRATION	2	0.21%
LOST/STOLEN TAG	1	0.11%
MECHANICAL BREAKDOWN	3	0.32%
MISC TRAFFIC COMP	1	0.11%
MISCELLANEOUS	2	0.21%
NOISE COMPLAINT	6	0.63%
NON-RESPONSIVE/NOT BREATHING	2	0.21%
OPEN DOOR/WINDOW	2	0.21%
OVERDOSE	1	0.11%
PERSON MISSING	3	0.32%
POWER LINES DOWN	2	0.21%
RECOVERED/FOUND PROPERTY	4	0.42%
RESIDENTIAL ALARM	5	0.53%

Leesburg Police Department	Count	Percent
ROAD HAZARD	1	0.11%
RUNAWAY JUVENILE	1	0.11%
SCAM	1	0.11%
SECURE/UNSECURE GATES	1	0.11%
SEXUAL ASSAULT	1	0.11%
SIMPLE BATTERY	2	0.21%
SPECIAL DETAIL	13	1.38%
SPEEDING/RECKLESS DRIVING	5	0.53%
SUICIDAL THOUGHTS	1	0.11%
SUICIDE / ATTEMPT	1	0.11%
SUSPICIOUS ACTIVITY	4	0.42%
SUSPICIOUS PERSON/VEHICLE	12	1.27%
THEFT	5	0.53%
THREATS	4	0.42%
TRAFFIC CONTROL	2	0.21%
TRAFFIC LIGHT OUT	1	0.11%
TRAFFIC STOP (CLI)	132	13.97%
TRANSPORT PRISONER	4	0.42%
TRESPASSING	1	0.11%
UNKNOWN PROBLEM	5	0.53%
UNLOCK VEHICLE	12	1.27%
UNRULY JUVENILE	2	0.21%
UNWANTED GUEST	1	0.11%
VEHICLE ACCIDENT	15	1.59%
VEHICLE ACCIDENT/ DEER	2	0.21%
VEHICLE ACCIDENT/ HIT AND RUN	3	0.32%
VIN VER/TRAILER INSPECTION	1	0.11%
WANTED PERSON	2	0.21%
WELFARE CHECK	5	0.53%
WIRES DOWN	1	0.11%
Total Records For Leesburg Police Department	945	Dept Calls/Total Calls 100.00%
Total Records	945	

PUBLIC WORKS

MONTHLY REPORT

SEPTEMBER - 27 OCTOBER 27 - 2021

- . LIFT STATIONS - REMAINS OPERATIONAL [ALL PUMPS OPERATIONAL
- . LIMBS PICK UP - FOR THE MONTH OF SEPTEMBER [8] LOADS
TOTAL CHARGE [0.00]
- . LIGHTING - NO ACTIVITY
- . MOSQUITOES CONTROL - WE ARE NOT SPRAYING AT THIS TIME
DUE TO COOL WEATHER

CITY OF LEESBURG

PROJECT STATUS

- . MAN MOLES - ARE MOVING FORWARD
- . SEWER PROJECT - SEWER REHAB ARE ON MAGNOLIA STREET
- . PUBLIC WORKS - ARE CHANGING OUT REGISTERS

Location	Estimated Hours	Class	Type	Total	
Cemetery		3 Maintenance	BEAUTIFICATION	1	
			Maintenance Total	1	
	3 Total			1	
Cemetery Total				1	
City Hall		0 Maintenance	CITY HALL REPLACE LIGHT BULBS	1	
			Maintenance Total	1	
			Pick up supplies	PICK UP CASES OF WATER FOR CITY HALL	2
			Pick up supplies Total	1	
	0 Total			1	
		1 Maintenance	BEAUTIFICATION	3	
			Maintenance Total	1	
			Streets	MOWING & WEEDING	1
			Streets Total	1	
	1 Total			1	
		1.5 (blank)	(blank)	2	
			(blank) Total	1	
	1.5 Total			1	
		2 Maintenance	BEAUTIFICATION	1	
			Maintenance Total	1	
	2 Total			1	
		3 Streets	Litter Pickup	1	
			Streets Total	1	
	3 Total			1	
		4 Maintenance	CLEAN UP AT CITY HALL	1	
			Maintenance Total	1	
			Streets	Repair Driveway	1
			Streets Total	1	
4 Total			1		
	6 Streets	LEVEL OFF GROUND	2		
		Streets Total	1		
6 Total			1		
City Hall Total				11	
Lift Stations		1 Maintenance	BEAUTIFICATION	1	
			Maintenance Total	1	
			(blank)	(blank)	1
			(blank) Total	1	
	1 Total			1	
		2 Maintenance	BEAUTIFICATION	2	
			Maintenance Total	1	
			Sewer	Lift Station Checks	1
			Sewer Total	2	
	2 Total			2	
		3 Sewer	Lift Station Checks	3	
			Sewer Total	1	
	3 Total			1	
	3.5 Sewer	Lift Station Checks	1		
		Sewer Total	1		
3.5 Total			1		
	7 Sewer	Lift Station Checks	1		
		Sewer Total	1		
7 Total			1		
Lift Stations Total				11	
Public Works		1 Maintenance	CLEANED UP AT SHOP REPLACE LIGHT BULBS	1	
			Maintenance Total	1	
	1 Total			2	
		3.5 Maintenance	REPLACE LIGHT BULBS	2	
			Maintenance Total	1	
	3.5 Total			1	
		4 Maintenance	BEAUTIFICATION	1	
			Maintenance Total	1	
			Streets	SPRAYED MOSQUITOES	1
			Streets Total	1	
			(blank)	CLEANED UP AT SHOP	1
			(blank) Total	1	
	4 Total			1	
	6 Water	CHECK WATER PRESSURE	9		
		Water Total	1		
Public Works Total				11	

Public Works	6 Total			1
		7 Maintenance	BEAUTIFICATION	1
			CLEANED UP AT SHOP	2
		Maintenance Total		3
	7 Total			3
Public Works Total				10
Service Address/Street		0 Sanitation	DELIVER GARBAGE CAN	2
			YARD DEBRIS PICKUP	1
		Sanitation Total		3
		Sewer	Jet Sewer Line	1
		Sewer Total		1
		Water	CAP A WATER LINE	1
			CHECK FOR LEAK AND GET READING	1
			CHECK METER REGISTER	1
			CUT WATER BACK ON AFTER BILL PAID ON CUT OFF DAY	4
			GET READING AND DELIVER TRASH CAN	1
			GET READING ONLY	4
			Reread Meter	1
			TURN WATER BACK ON	8
			TURN WATER OFF AND LOCK METER AND GET READING	2
			TURN WATER OFF/LOCK METER/PICK UP CAN/GET READING	4
			TURN WATER ON AND GET READING	1
			TURN WATER ON/DELIVER TRASH CAN/GET READING	1
			VERIFY WATER IS OFF AND LOCKED. GET READING.	2
		Water Total		31
		(blank)	(blank)	1
		(blank) Total		1
	0 Total			36
		0.1 Sewer	SEWER IS BACKING UP	1
		Sewer Total		1
		Water	TURN WATER ON AND GET READING	1
		Water Total		1
	0.1 Total			2
		0.15 Water	CHECK FOR LEAK AND GET READING	1
			TURN WATER ON AND GET READING	2
		Water Total		3
	0.15 Total			3
		0.2 Water	TURN WATER BACK ON	1
			TURN WATER ON AND GET READING	1
		Water Total		2
	0.2 Total			2
		0.25 Water	CHECK FOR LEAK AND GET READING	2
			CUT WATER BACK ON AFTER BILL PAID ON CUT OFF DAY	4
			GET READING FOR BEGINNING OF NEW SERVICE	2
			Locate Line	1
			TURN WATER BACK ON	3
			TURN WATER OFF AND LOCK METER AND GET READING	6
			TURN WATER OFF/LOCK METER/PICK UP CAN/GET READING	4
			TURN WATER ON AND GET READING	5
			TURN WATER ON/DELIVER TRASH CAN/GET READING	3
		Water Total		30
	0.25 Total			30
		0.3 Maintenance	BEAUTIFICATION	1
		Maintenance Total		1
		Sanitation	DELIVER GARBAGE CAN	1
		Sanitation Total		1
		Streets	FIX POTHOLES	1
			MARKED FOR ASPHALT	2
			Remove Roadkill	1
		Streets Total		4
		Water	CHECK FOR LEAK AND GET READING	4
			CUT WATER BACK ON AFTER BILL PAID ON CUT OFF DAY	2
			GET READING FOR BEGINNING OF NEW SERVICE	1
			REPAIR LEAK	1
			REPLACE METER/REGISTER	1
			TURN WATER BACK ON	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 AND GET READING	6
			TURN WATER ON/DELIVER TRASH CAN/GET READING	2
		Water Total		19
	0.3 Total			25
		0.45 Water	TURN WATER BACK ON	1

Service Address/Street	0.45	Water Total		1
	0.45 Total			1
	1	Maintenance	BEAUTIFICATION CITY HALL (blank)	1 13 1 1
		Maintenance Total		1
		Sewer	Check for Stoppage Locate Line Pull lift station pumps	15 1 1 1
		Sewer Total		3
		Storm Drainage	Clean Culvert Pipe	1
		Storm Drainage Total		1
		Streets	MARKED FOR ASPHALT Mow Ditches MOWING & WEEDEATING Sign Replacement	1 1 2 1
		Streets Total		5
		Water	CHANGE METER VALVE Locate Line TURN WATER ON AND GET READING	1 1 1 1
		Water Total		3
		(blank)	(blank)	1
		(blank) Total		1
	1 Total			28
	1.5	Maintenance	BEAUTIFICATION	3
		Maintenance Total		3
	1.5 Total			3
	2	Maintenance	BEAUTIFICATION CITY HALL CLEANED UP AT SHOP (blank)	3 1 1 1
		Maintenance Total		6
		Sewer	Check for Stoppage	1
		Sewer Total		1
		Streets	REMOVED OLD ROAD SIGNS	1
		Streets Total		1
		Water	REPAIR LEAK	1
		Water Total		1
	2 Total			9
	3	Maintenance	BEAUTIFICATION	2
		Maintenance Total		2
		Sewer	Jet Sewer Line	1
		Sewer Total		1
		Storm Drainage	CLEAR OUT DRAINAGE DITCH AND CUT DOWN WEEDS	1
		Storm Drainage Total		1
		Streets	MOWING & WEEDEATING	1
		Streets Total		1
		Water	Reread Meter	1
		Water Total		1
	3 Total			6
	4	Maintenance	BEAUTIFICATION (blank)	3 1
		Maintenance Total		4
		Streets	REMOVE TREE STREET SWEEPING Trim Trees	2 2 1
		Streets Total		5
	4 Total			9
	4.5	Maintenance	BEAUTIFICATION	1
		Maintenance Total		1
		Sanitation	YARD DEBRIS PICKUP	1
		Sanitation Total		1
	4.5 Total			2
	5	Maintenance	BEAUTIFICATION	2
		Maintenance Total		2
		Streets	Remove Debris from Roadway	2
		Streets Total		1
		Water	Locate Line	1
		Water Total		1
	5 Total			4
	6	Maintenance	BEAUTIFICATION	1
		Maintenance Total		1
	6 Total			1

Service Address/Street	7	Maintenance	BEAUTIFICATION CITY HALL	4	
		Maintenance Total		1	
		Sewer	Sewer Line Repair	5	
		Sewer Total		1	
		Streets	ASSESS TREE FOR POSSIBLE REMOVAL Bush Hogging Remove Debris from Roadway REMOVED OLD ROAD SIGNS	1 1 1 1	
		Streets Total		4	
		Water	Reread Meter	1	
		Water Total		1	
		7 Total		11	
		(blank)	Sewer	Check for Stoppage	1
			Sewer Total		1
			Streets	Remove Roadkill Sign Repair	1 1
			Streets Total		2
			Water	CUT WATER BACK ON AFTER BILL PAID ON CUT OFF DAY TURN WATER BACK ON TURN WATER OFF/LOCK METER/PICK UP GAN/GET READING TURN WATER ON AND GET READING VERIFY WATER IS OFF AND LOCKED, GET READING.	2 2 3 1 1
	Water Total		1		
(blank) Total			8		
Service Address/Street Total			11		
Train Depot	1	Maintenance	TRAIN DEPOT MAINTENANCE	183	
		Maintenance Total		1	
		1 Total		1	
		2	Maintenance	BEAUTIFICATION	1
			Maintenance Total		1
2 Total		1			
Train Depot Total			1		
Grand Total			2		
			215		

Leesburg Water Pollution Control Plant Monthly Report For October, 2021

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

<u>TEST</u>	<u>RESULTS</u>	<u>PERMIT LIMIT</u>
Avg. Daily Flow (Million Gallons)	.440	1.2 monthly avg.
Effluent Biochemical Oxygen Demand	2.0	15
BOD Removal %	99.1	>85%
Effluent Total Suspended Solids	4.3	30
TSS Removal %	99.2	>85%
Effluent Fecal Coliform (# per 100 mL)	3.0	400
Effluent Ammonia	.07	3.0
Effluent Dissolved Oxygen	7.7	>6.0
Min & Max Effluent pH	7.2-7.4	6.0-9.0
Effluent Total Phosphorous	.36	1.5
Low-Level Mercury (mg/day)	.931	6.3
Total Rainfall for the month	2.4 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) Replace broken pipe on chemical pump line.

Expenses:

Fuel (generator/vehicles/mower)	\$ 388.57	
Electricity -	\$4,006.61	
Chemicals used	\$1,316.26	(\$3,413.85 – in March w/PAC & NAOH)
Lab Tests -	\$2,160.00	
DoCo Landfill (solids from press)	\$1,160.51	
Maintenance & Repair -	\$.00	
Total -	\$9,031.95	

Leesburg Public Drinking Water Wells Monthly Report For October, 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:	436,524	800,000
Total Gallons Pumped for the Month:	13.50 Million Gallons	
4 Monthly Bacteria Samples:	0/Absent	0/Absent
Daily Chlorine Residual	.92 mg/L	>.2mg/L
1 Monthly Fluoride Sample:	.58	

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. (3) Contractor awaiting arrival of parts for pipework project at Starksville well.

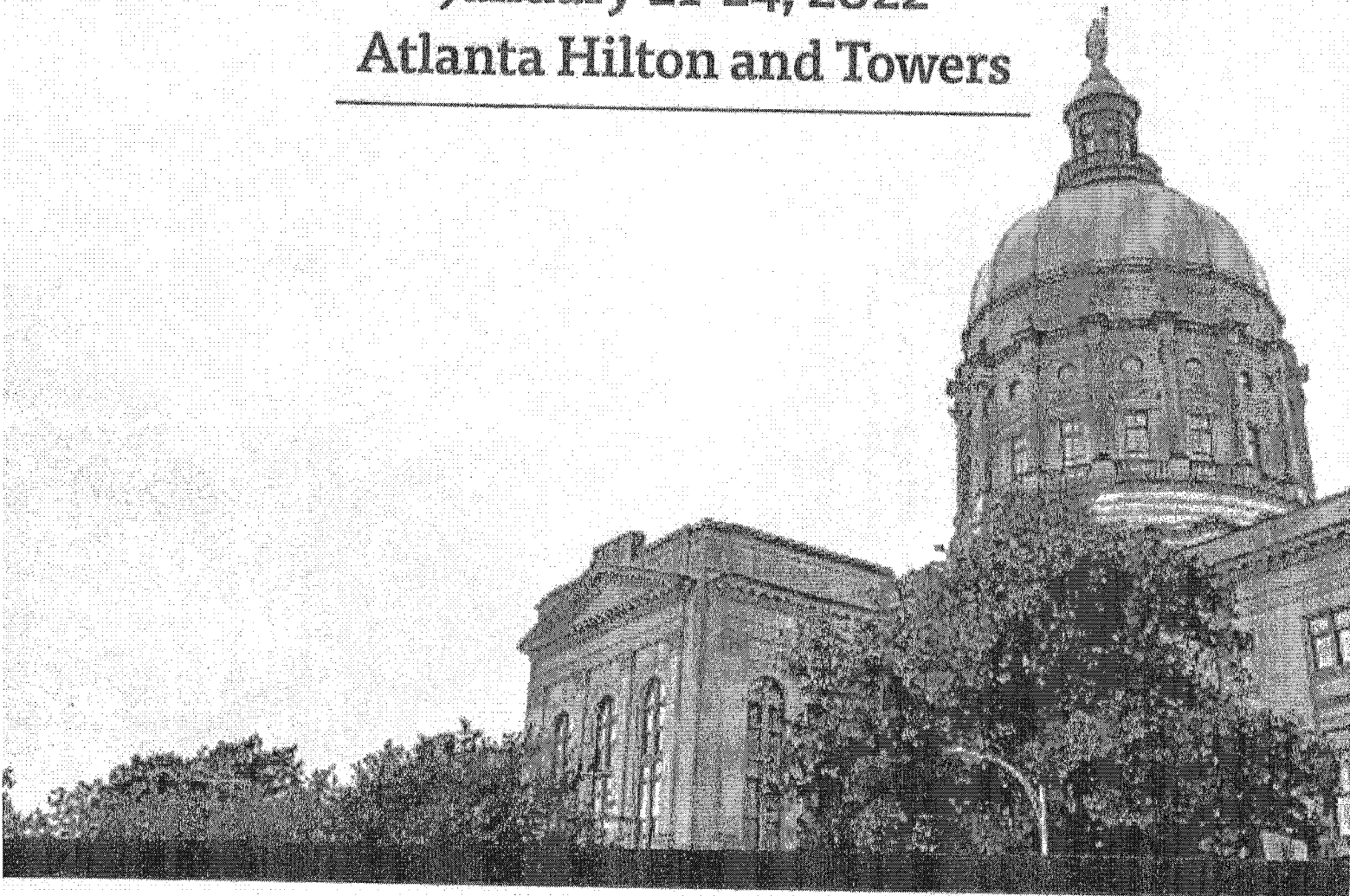
Expenses:

Electricity -	\$2,422.77
Chemicals used -	\$ 418.55
Routine Testing	\$ 132.00
Maintenance & Repair -	\$ 000.00
Total -	\$2,973.32



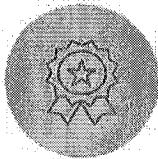
REGISTRATION & SCHEDULE

January 21-24, 2022
Atlanta Hilton and Towers

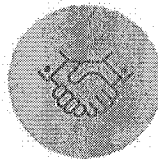




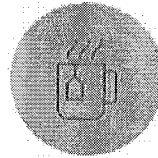
HIGHLIGHTS INCLUDE



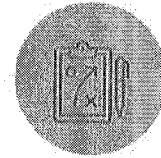
Invited special
guests including
Georgia's
top leaders



More than six
opportunities to
engage directly with
Georgia legislators



The Capitol Connection
Breakfast followed by a
"Cities United" trip to the
"Gold Dome"



Unmatched training
opportunities offered by the
Harold F. Holtz Municipal
Training Institute

**If COVID-19 protocols at the State Capitol permit*

Contact Erica Grier for questions regarding Cities United Summit at epowell@gacities.com

VENUE

The 2022 GMA Cities United Summit will take place at the Atlanta Hilton and Towers.
The Capitol Connection Breakfast will take place at the hotel on Monday morning.

The Governor, Lieutenant Governor and Speaker of the House will be invited to address attendees and, as usual, all members of the Georgia General Assembly will be invited to attend, providing a great opportunity for networking with state leaders. After breakfast, if COVID protocols permit, city officials will be encouraged to visit the Capitol to celebrate GMA Cities United Day at the Capitol. Shuttle service from the Atlanta Hilton to the Capitol will be available through the lunch hour.



SCHEDULE

FRIDAY, JANUARY 21

- 9:30 am - 4:30 pm: Municipal Training Institute classes (6-hour classes)
- 9:30 am - 12:30 pm: Municipal Training Institute classes (3-hour classes)
- 2:00 pm - 5:00 pm: Municipal Training Institute classes (3-hour classes)
- 5:15 pm - 6:15 pm: Municipal Training Board Meeting

SATURDAY, JANUARY 22

- 8:30 am - 3:30 pm: Municipal Training Institute classes (6-hour classes)
- 3:45 pm - 5:30 pm: GMA Board of Directors Meeting

SUNDAY, JANUARY 23

- 7:30 am - 8:00 am: Devotional service
- 8:00 am - 9:00 am: Federal Policy Council Meeting
- 8:00 am - 9:00 am: Orientation for First-Time Attendees
- 9:15 am - 10:30 am: Policy Committee Meetings
- 10:45 am - 12:00 pm: Policy Committee Meetings
- 12:15 pm - 2:15 pm: Awards Luncheon
- 2:45 pm - 4:00 pm: Policy Committee Meetings
- 4:15 pm - 5:00 pm: Legislative Policy Council Meeting
- 4:15 pm - 5:15 pm: Workshop: Preparing for Local Option Sales Tax Negotiations
- 5:30 pm - 6:30 pm: Networking Reception

MONDAY, JANUARY 24

- 7:15 am - 8:00 am: Legislative Networking and Capitol Connection Breakfast
- 8:00 am - 9:00 am: Capitol Connection Breakfast Program
 - Speakers: Governor Brian Kemp (invited)
 - Lt. Governor Geoff Duncan (invited)
 - Speaker David Ralston (invited)
- 9:30 am - 12:00 pm: Cities United Day at the Capitol (if State Capitol COVID protocols permit)

Cities United Summit full registration includes all Sunday and Monday events (training courses on Friday and Saturday require a separate registration fee).



2022 GMA Cities United Summit and Municipal Training Institute

REGISTRATION FORM

Online registration available at www.gacities.com

Full Name:		
Preferred name for badge:		
Title (including certifications):		
City or Organization:		
Street Address:		
City:	State:	Zip:
Spouse/Guest name (if spouse/guest is registering):		

	Early Registration By December 10	Late Registration After December 10	Onsite Registration After December 31
Cities United Summit Registration - includes all Sunday and Monday events (training courses require a separate registration fee)			
City Officials/All City Employees	<input type="checkbox"/> \$360	<input type="checkbox"/> \$380	<input type="checkbox"/> \$400
Spouses/Guests of Registered Attendees	<input type="checkbox"/> \$135	<input type="checkbox"/> \$155	<input type="checkbox"/> \$175
Business Alliance Program Members	<input type="checkbox"/> \$385	<input type="checkbox"/> \$405	<input type="checkbox"/> \$425
Non-Members (all others)	<input type="checkbox"/> \$560	<input type="checkbox"/> \$580	<input type="checkbox"/> \$600

First-time attendee

Municipal Training Institute (You may register for training only)

Friday, January 21 (each course is from 9:30 am - 4:30 pm and provides 6 hours of training credit - Lunch is included)

Ethics*	<input type="checkbox"/> \$285	<input type="checkbox"/> \$295	<input type="checkbox"/> \$305
Public Problems, Democratic Decisions - The Governing Role of Mayors and Councilmembers*	<input type="checkbox"/> \$285	<input type="checkbox"/> \$295	<input type="checkbox"/> \$305
Planning and Zoning*	<input type="checkbox"/> \$285	<input type="checkbox"/> \$295	<input type="checkbox"/> \$305

Friday, January 21 (each course is 9:30 am - 12:30 pm and provides 3 hours of training credit - Lunch is NOT included)

Beyond the Beltway: Influencing Federal Policy Through Grassroots Engagement	<input type="checkbox"/> \$170	<input type="checkbox"/> \$180	<input type="checkbox"/> \$190
Information Privacy and Security Breaches: Prevention and Response	<input type="checkbox"/> \$170	<input type="checkbox"/> \$180	<input type="checkbox"/> \$190
Living Beyond Expectations: The Opportunities and Challenges of the Growing Senior Population	<input type="checkbox"/> \$170	<input type="checkbox"/> \$180	<input type="checkbox"/> \$190
Practices for Successful Meetings*	<input type="checkbox"/> \$170	<input type="checkbox"/> \$180	<input type="checkbox"/> \$190

Friday, January 21 (each course is 2:00 pm - 5:00 pm and provides 3 hours of training credit - Lunch is NOT included)

Economics of Education	<input type="checkbox"/> \$170	<input type="checkbox"/> \$180	<input type="checkbox"/> \$190
Funding and Programming Transportation Projects in your Community	<input type="checkbox"/> \$170	<input type="checkbox"/> \$180	<input type="checkbox"/> \$190
Municipal Annexation: Growing Pains and Growth Spurts	<input type="checkbox"/> \$170	<input type="checkbox"/> \$180	<input type="checkbox"/> \$190
New and Emerging Technology for Cities	<input type="checkbox"/> \$170	<input type="checkbox"/> \$180	<input type="checkbox"/> \$190
Open Meetings*	<input type="checkbox"/> \$170	<input type="checkbox"/> \$180	<input type="checkbox"/> \$190



2022 GMA Cities United Summit and Municipal Training Institute

REGISTRATION FORM

Online registration available at www.gacities.com

Saturday, January 22 (each course is 8:30 am - 3:30 pm and provides 6 hours of training credit -- Lunch is included)

Building a Hometown Connection: GMA Lobbying 101	<input type="checkbox"/> \$285	<input type="checkbox"/> \$295	<input type="checkbox"/> \$305
Community and Media Relations*	<input type="checkbox"/> \$285	<input type="checkbox"/> \$295	<input type="checkbox"/> \$305
Conflict Resolution*	<input type="checkbox"/> \$285	<input type="checkbox"/> \$295	<input type="checkbox"/> \$305
Current Issues: Workforce Development	<input type="checkbox"/> \$285	<input type="checkbox"/> \$295	<input type="checkbox"/> \$305
Downtown Development Authority Basic Training (ends at 4:30pm)	<input type="checkbox"/> \$285	<input type="checkbox"/> \$295	<input type="checkbox"/> \$305
Economic Development*	<input type="checkbox"/> \$285	<input type="checkbox"/> \$295	<input type="checkbox"/> \$305
Emergency Management*	<input type="checkbox"/> \$285	<input type="checkbox"/> \$295	<input type="checkbox"/> \$305
Governing the Commons: Collective Decision-Making in Complex Systems*	<input type="checkbox"/> \$285	<input type="checkbox"/> \$295	<input type="checkbox"/> \$305
Human Resources*	<input type="checkbox"/> \$285	<input type="checkbox"/> \$295	<input type="checkbox"/> \$305
Law Enforcement Services: Trends and Best Practices	<input type="checkbox"/> \$285	<input type="checkbox"/> \$295	<input type="checkbox"/> \$305
Navigating the Future: Thinking, Planning, and Acting Strategically	<input type="checkbox"/> \$285	<input type="checkbox"/> \$295	<input type="checkbox"/> \$305
Regional Approaches to Cooperation	<input type="checkbox"/> \$285	<input type="checkbox"/> \$295	<input type="checkbox"/> \$305
Revitalizing Neighborhoods - Tools for Local Officials	<input type="checkbox"/> \$285	<input type="checkbox"/> \$295	<input type="checkbox"/> \$305
** CLERKS COURSE - Review of Alcohol Excise Tax, Laws and Regulations	<input type="checkbox"/> \$285	<input type="checkbox"/> \$295	<input type="checkbox"/> \$305

Total:	\$ _____	\$ _____	\$ _____
--------	----------	----------	----------

* This course is on the "required" list for the Municipal Training Institute certificate program.

** This course is for Clerks and not a part of the Harold F. Holtz Municipal Training Certificate Program.

All changes and cancellations must be submitted in writing to scollins@gacities.com. Cancellations after December 10th will be assessed a \$100 administrative fee. Cancellations after December 31st will not be eligible for refund.

If paying by credit card, you are encouraged to register online at the Cities United Summit webpage. If you are unable to register online, fax your registration to our secure line at 404-577-6663 or 678-651-1021. GMA is not allowed to accept credit card payments by email. If paying by check, please mail to GMA, Attn: Sharon Collins, P.O. Box 105377, Atlanta, Georgia 30348.

Check here if you need special assistance or have dietary restrictions.

Additionally, please send ADA and dietary accommodation requests to Erica Grier at epowell@gacities.com

Check Enclosed (to GMA) Visa MC AMEX

Card #: _____ Exp. Date: _____

Signature: _____

GMA has reserved a block of rooms at the Atlanta Hilton and Towers at a room rate of \$166 (other room types are available for additional costs). For reservations, please call 404-659-2000 and ask for the GMA rate of \$166. To get the GMA rate, all reservations MUST be made by Tuesday, December 21. You may also register and make your hotel reservation online at <https://book.passkey.com/go/GAMunicipal> or www.gacities.com.

For the mailed-in registration forms send to GMA, Attn: Sharon Collins/GMA events, Georgia Municipal Association PO Box 105377 Atlanta, GA 30348



COURSES

FRIDAY, JANUARY 21, 2022

9:30 am - 4:30 pm

(Lunch will be provided during 6-hour classes)

Ethics* (6-hour class) This class examines the importance of ethical conduct in the administration of one's public duties and how ethical lapses can severely damage the reputation of both individual officeholders and the city. An overview of state ethics laws and regulations that apply to municipal officials, including campaign financing and private interest disclosure requirements, is provided. Ethical dilemmas that often confront public officials and the value of strong local ethics ordinances are also discussed.

Public Problems, Democratic Decisions – The Governing Role of Mayors and Councilmembers* (6-hour class)** Public officials will explore the democratic context of leading and governing. It addresses the role of elected officials in a democratic society, the relationship between elected and appointed officials, the core values underlying public problems and choices, and the reasons why councils can make better choices than individuals. The goals of this class are to help public officials better understand their roles in leading and governing their communities, to develop a better understanding of what councils do and why, and to develop practical skills in public problem-solving and decision making. Participants learn how to use public problems to discuss the kind of community they want to build and how to ensure that their choices and decisions preserve the fundamental goals of our democratic society.

Planning and Zoning (6-hour class)* This class examines the difficult choices municipal officials encounter in stimulating economic well-being, protecting public infrastructure investment and maintaining environmental integrity. It examines legal considerations for planning and zoning, the role of the mayor and council and practical steps for maintaining a comprehensive plan and effective zoning procedures. In addition, the class highlights issues, barriers and policy solutions associated with efforts to achieve desirable patterns of development.



COURSES

FRIDAY, JANUARY 21, 2022

9:30 a.m.-12:30 p.m.

(Lunch is not included for the 3-hour classes)

Beyond the Beltway: Influencing Federal Policy through Grassroots Engagement (3-hour class) Decisions made in Washington, D.C. on issues ranging from environmental regulations to tax reform and the federal budget have a direct impact on municipal operations. Federal policies may create unfunded mandates and result in unintended consequences. Local officials have a key role in influencing federal policy. By sharing information with federal leaders about local challenges and needs, federal leaders can make more informed decisions. This class provides information about Congress, federal agencies, and how municipal officials can engage most effectively with leaders at the federal level to advocate for municipal priorities. Participants obtain tips for communicating with members of Congress and engage in role playing exercises to hone their negotiating skills.

Information Privacy and Security Breaches: Prevention and Response (3-hour class) Elected officials are the "face" of a city's commitment to information privacy and security. This class covers what municipal officials "need to know" about information privacy and security policies including: risk assessment, access controls, security provisions in contracts, disaster recovery / business continuity, workforce training and incident / breach readiness. Class attendees review actual municipal and county information privacy and security breaches. They also learn how to champion for the resources to secure city information and how to designate the city as a HIPAA "hybrid entity."

Living Beyond Expectations: The Opportunities and Challenges of the Growing Senior Population (3-hour class) Never in the history of humankind have we experienced a more radical population shift. Advances in technology and health care are increasing longevity for many Americans. Increased numbers of older residents is not a temporary situation that will end with any generation but rather a permanent state for communities throughout the nation. By 2029, it is estimated that persons over 65 years of age will make up 20 percent of the U.S. population. This class examines the implications of an aging population on cities and how municipal leaders can maintain and attract the older residents, a vital plank of economic vitality and development. Public administrators can play a unique role in preparing communities for residents of all ages and abilities to live healthy and independent lives. Critical components are the adoption of age-friendly practices that address fundamental aspects of housing, transportation and services through decisions about land use, zoning and investments. This session discusses ways for communities to enact change through integrated public policy, community design and engagement.

Practices for Successful Meetings* (3-hour class) The success of a city is often gauged by how its residents perceive city council meetings. This class is designed to give elected officials and others a practical understanding of the most commonly-used procedures available to govern meetings. The basic tenants of Robert's Rules of Order, as well as alternatives to Robert's, are taught in a manner that seeks to arm presiding officials with the tools necessary to run successful and productive gatherings of their elected officials and other meetings necessary to operate their cities.



COURSES

FRIDAY, JANUARY 21, 2022

2:00 p.m.-5:00 p.m.

(Lunch is not included for the 3-hour classes)

Economics of Education (3-hour class) This class provides a basic overview of the economic development process, with a focus on the strategies, resources and programs employed by the state of Georgia to assist communities in achieving success in today's global economy. Topics such as community development building blocks, business development strategies, regional cooperation, and the role of local leadership in economic development are covered.

Funding and Programming Transportation Projects In Your Community (3-hour class) Funding local transportation projects is a complex process with many federal, state, regional and local stakeholders. Changing project requirements and shifting political priorities can further complicate the process. This class will help participants understand the full array of transportation funding options for road, bridge, transit, sidewalk, trail and bike lane projects that are available in Georgia. Information will be provided on the advantages/disadvantages of each funding option, limitations (if there are any), key partners, and time frames for application and/or expenditure. Class discussion will include key components of project management, including public engagement, project design, right-of-way acquisition, public utility relocation, construction start, and conclusion. Additionally, a panel of transportation funding experts will help participants understand the importance of developing a comprehensive transportation funding plan based on sound process and best practices.

Municipal Annexation: Growing Pains and Growth Spurts (3-hour class) Annexation is an important and unique power of city governments. It often can be a difficult and complex undertaking. This class will describe the different methods of annexation permitted by Georgia law, the steps for zoning annexed territory, and handling county objections to annexation. Participants will discuss why cities annex property and the potential impacts of annexation to the cities, newly-annexed stakeholders, and the county government.

New and Emerging Technology for Cities (3-hour class) Today, technology is essential to most aspects of our public and private lives. For mayors, councilmembers and other community leaders, technology has become a critical factor in governance, communication and citizen engagement. In this advanced class, your role regarding local government technology is outlined and you are made aware of the ways your city might better utilize available technology or digital solutions. These solutions include applications and services that enhance opportunities for increased operational effectiveness and productivity such as engaging citizens on a more consistent basis, increasing quality services, facilitating transparency, and enhancing efficient operational procedures. Participants hear from those with technology expertise who have had success with digital solutions in their communities.

Open Meetings* (3-hour class) Open, accessible meetings are a hallmark of local government and are important for communicating with residents and businesses. This class examines the requirements of Georgia's Open Meetings Act, what constitutes a "meeting," and the limited circumstances authorizing executive sessions. The importance of proper notice as well as meeting agendas, summaries and minutes are discussed. Class participants are apprised of potential consequences for failing to follow the law.



COURSES

SATURDAY, JANUARY 22, 2022

8:30 a.m.-3:30 p.m.

(Breakfast and lunch will be provided for these 6-hour classes)

Building a Hometown Connection: GMA Lobbying 101 (6-hour class) This class provides an overview of the state legislative process and helps city officials understand how they can be effective advocates of issues important to their community and cities throughout the state. Participants receive ideas for establishing productive year-round relationships with members of the General Assembly as well as practical lobbying tips they can use during the legislative session. The class also includes a hands-on exercise using real-life legislative scenarios.

Community and Media Relations* (6-hour class) This class examines the importance of building effective working relationships with the media and the role the media plays in informing the public and shaping their opinion of municipal governments. Advice for repairing poor relationships is provided, along with insights on when and how to speak with reporters, especially during times of crisis. *This class is limited to 40 participants.*

Conflict Resolution* (6-hour class) This class explores strategies and techniques for successfully resolving conflict through negotiation and mediation. Emphasis is placed on identifying the sources of conflict and the personality styles of the parties involved.

Current Issues Class: Workforce Development (6-hour class) This class provides participants with information pertaining to workforce trends in local government and Georgia's workforce, as well as the role of elected officials and key players throughout our state.

Downtown Development Authority Basic Training (8-hour class - 6-hour credit) Ends at 4:30 p.m. This class is primarily directed at those who serve on Downtown Development Authorities, but it is open to all city officials. Topics include: management of downtown as a valuable resource; the role of the authority, board members and staff; DDA laws; and the day-to-day operations of a Downtown Development Authority. *This class is limited to 50 participants.*

Economic Development* (6-hour class) This class provides a basic overview of the economic development process, with a focus on the strategies, resources and programs employed by the state of Georgia to assist communities in achieving success in today's global economy. Topics such as community development building blocks, business development strategies, regional cooperation, and the role of local leadership in economic development are covered.

Emergency Management* (6-hour class) This class is aimed at providing municipal officials with a general understanding of the roles of local, state and federal government in responding to and helping communities recover from both natural and man-made disasters. The functions of local emergency management agencies and important legal and financial issues that arise during times of emergency and disaster are also discussed.



COURSES

SATURDAY, JANUARY 22, 2022

8:30 a.m.-3:30 p.m.

(Breakfast and lunch will be provided for these 6-hour classes)

Governing the Commons: Collective Decision Making in Complex Systems* (6-hour class)** Making decisions within a single jurisdiction is complicated enough, but relatively simple compared to the complexity of decisions multiple jurisdictions must often make among themselves. In this class, participants explore first-hand some of the critical leadership challenges involved in collective decision making, such as: How should such decisions be made? What form should they take? How should they be governed, monitored and enforced? How should costs and benefits be allocated? *This class is limited to 35 participants.*

Human Resources* (6-hour class) This class provides an overview of state and federal personnel law that apply to municipal governments and the basics of human resource management. Key topics include day-to-day issues facing human resource staff, the role of the personnel manager, establishing and adhering to sound personnel policies and procedures, and dealing with the media.

Law Enforcement Services: Trends and Best Practices (6-hour class) This class familiarizes municipal officials with the basic concepts of law enforcement. In addition to reviewing applicable laws, funding mechanisms and staffing models, the class addresses emerging public safety issues, trends and innovations.

Navigating the Future: Thinking, Planning, and Acting Strategically (6-hour class) All organizations, institutions, associations, and jurisdictions must respond to change, either because they happen to change or change happens to them. This is why virtually every city and town engages in some form of what is commonly referred to as strategic planning. But having a strategic plan and thinking strategically are not the same. If they were, so many so-called strategic plans wouldn't sit on the shelf. Municipal leaders must be able to engage colleagues, constituents, citizens, and their community in strategic thinking if they are to address not only the challenges facing them today, but also those of tomorrow. This class uses a strategic simulation that incorporates strategic thinking, visioning, and navigating to address the what, why, and how of strategic planning. Class participants work together in small groups to simulate a strategic process that includes an environmental scan, building scenarios of most likely and most preferred futures, identifying driving and restraining forces, conducting a gap analysis, identifying key themes, framing goals and strategies, and developing an action plan to guide how to navigate from today to tomorrow. *This class is limited to 35 participants.*

Regional Approaches to Cooperation (6-hour class) Municipal governments face many challenges today in delivering services to their citizens with resources that continue to diminish. These challenges have provided new opportunities for cities to work across jurisdictional boundaries to effectively support community and economic development efforts, as well as many other local projects and programs. This cooperation can be accomplished through informal and formal agreements, and partnerships may extend to public, non-profit and private sector entities. This class examines the concept of regional cooperation, tools for implementation, opportunities to explore best practices around the state and strategies for establishing successful regional partnerships.



COURSES

SATURDAY, JANUARY 22, 2022

8:30 a.m.-3:30 p.m.

(Breakfast and lunch will be provided for these 6-hour classes)

Revitalizing Neighborhoods – Tools for Local Officials (6-hour class) This class provides an overview of the tools and resources available to cities interested in effectively responding to neighborhood problems such as dilapidated and unsafe structures, unsightly property, junk automobiles, weeds, trash and other nuisances. Topics include Georgia's Urban Redevelopment law, code enforcement and land bank authorities.

**** CLERKS COURSE - Review of Alcohol Excise Tax, Laws and Regulations(6-hour class)** Each year we see an overwhelming number of alcohol bills introduced to the state legislature. This course will examine the new laws and regulations and how the changes impact the excise tax received by local governments. A review of the Alcohol Statewide Centralized Application Process (2020 HB 879) will also be a topic of discussion.

Classes with an * are on the "required" list for the Municipal Training Institute certificate program.

Class with an ** is a Clerks Course and not a part of the Harold F. Holtz Municipal Training Certificate Program.

Classes with an *** are part of the Advanced Leadership Track and are needed to complete the Certificate of Dedication.



YOUTH LEADERSHIP PROGRAM

Many city officials see their younger citizens as a resource for community problem-solving as well as potential future city and civic leaders. In these cities, youth councils are working with elected officials and city staff to tackle important issues and are discovering that their voices matter. To further engage with the future leaders of Georgia's cities, GMA will be offering a Youth Leadership Program during the 2022 Cities United Summit.

Who Can Attend?

- Attendees must be enrolled in city sponsored youth council or leadership programs.
- We will accept up to five students per youth council.
- Students must be accompanied by a chaperone, who will be dedicated to these group activities at all times.
- We will limit youth attendance to 50 on a first-come, first-served basis.

Costs

The registration fee for each youth and chaperone is \$150 to cover three meal events, breaks, meeting materials and transportation to the Sunday night event and the Monday morning activity at the Capitol (if COVID protocols allow). Lunch and dinner on Sunday and breakfast on Monday morning are included in the registration fee.

Hotel

The hotel rate at the Atlanta Hilton is \$166 and we are holding a special block of rooms with two beds so that you will not have any trouble finding accommodations.

Program

SATURDAY, JANUARY 22

2:00 pm-4:00 pm Icebreaker Session

SUNDAY, JANUARY 23

9:00 am - 12:00 pm Leadership Session

9:15 am - 12:00 pm Youth Advisors Roundtable

12:00 pm - 1:00 pm Lunch

1:00 pm - 2:30 pm Youth Engagement Session and Feedback

2:30 pm - 2:45 pm Break

2:45 pm - 4:00 pm City Officials Panel with Youth/Q&A

5:30 pm Bus pickup for dinner

6:00 pm - 8:00 pm Group Dinner/Team Building. Transportation will be provided.

MONDAY, JANUARY 24

7:30 am - 10:30 am Cities United Breakfast and, if COVID protocols allow, visit to the Capitol.

Event Registration

You may register your youth attendees and chaperones online using the following link: <https://members.gacities.com/Event.aspx?EventKey=22CUS> or you may fill-out the paper registration and fax or mail to GMA.

Hotel Registration

GMA has reserved a block of rooms at the Atlanta Hilton at a room rate of \$166. For reservations, please call the Hilton at (404) 659-2000 and ask for the GMA Youth Block or visit [this site](#). To receive the GMA rate, all reservations MUST be made by December 21, 2021.



2022 GMA Cities United Summit Youth Leadership Program

YOUTH LEADERSHIP PROGRAM REGISTRATION FORM

Online registration available at <https://members.gacities.com/Event.aspx?EventKey=22CUS>

Name of Youth Group: _____

Coordinator Contact Info: _____

	Name	Title

Youth Names:

_____	\$150
_____	\$150
_____	\$150
_____	\$150
_____	\$150

Chaperone Name(s) and Contact Cell:

_____	\$150
_____	\$150

Total Registration Due:

\$ _____

- Please indicate if your group plans on attending the Monday morning Legislative Breakfast.
 Check Enclosed (to GMA) Visa MC AMEX

Card #: _____ Exp. Date: _____

Signature: _____

If you have paid by credit card, please fax your registration to our secure fax line at 404-577-6663.

If by check, please mail to GMA, Attn: Sharon Collins, P.O. Box 105377, Atlanta, Georgia, 30348.