

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

City Council members

Billy Breedon, 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** 3-4
 January 4, 2021
3. **PUBLIC HEARING**
4. **NEW BUSINESS**
 - (A) Executive Director Patsy Shirley will give an Update on the Lee County Family Connection, Inc. 5
 - (B) Consideration of the Fiscal Year 2023 Leesburg Budget Calendar. 6
 - (C) The Fiscal Year 2021 Audit will be presented by Justin Johnson with Mauldin and Jenkins. 7
 - (D) Presentation of an Education Award to Mayor Pro Tem Rufus Sherman from the Georgia Municipal Association District 10 President Judy Powell.
 - (E) Consideration for an application for an Alcohol License from Amber Barragen of Pancho's Grill. 8
 - (F) Consideration to approve carryout alcohol drinks for Pancho's Grill. 9
5. **CITY MANAGER'S MATTERS**
 - (A) Financial Report 10-23
 - (B) Limited Warranty Deed for 114 Pine Avenue 24
 - (C) February 12, 2022 City Retreat 25
6. **DEPARTMENTAL REPORTS**
 - (A) Police Report 26-28
 - (B) Public Works Report 29-35
 - (C) Water and Waste Water Report 36-37
7. **GOVERNMENTAL BOARDS/AUTHORITIES**
8. **COUNCIL MEMBER'S MATTER**
 - (A) Consideration of the rotation of Mayor Pro Tem 38
9. **OLD BUSINESS**
10. **CITY ATTORNEY'S MATTERS**
11. **EXECUTIVE SESSION**
12. **PUBLIC FORUM**

13.

ANNOUNCEMENTS

Next Scheduled Meeting is March 1, 2022

14.

ADJOURNMENT

Agenda May Change Without Notice

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City Hall, 107 N Walnut Avenue, Leesburg, GA 31763
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Bob Wilson Judy Powell
Jason Renfroe Amanda White
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1. CALL TO ORDER

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

2. APPROVAL OF MINUTES

Mayor Breeden asked for a motion to approve the minutes from December 7, 2021. Councilmember White made a motion to approve the minutes. Mayor ProTem Sherman seconded the motion. The vote was unanimous.

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

(A) City Manager Bob Alexander presented the GMA WCSIF 2022 Workers' Compensation Renewal in the amount of \$39,214.00. Councilmember Bush made a motion to approve the Workers' Compensation Renewal. Mayor Pro Tem Sherman seconded the motion. The vote was unanimous.

(B) City Manager discussed the reappointment of Chad Griffin and Dwight Hickman to the Southwest Georgia Regional Commission for a term of one year. Councilmember Bush made a motion to approve the appoints to the Regional Commission. Mayor Pro Tem Sherman seconded the motion. The vote was unanimous.

(C) City Manager discussed the Beer/Wine License Application and recommended approval if the background checks are approved by Chief Prokesh. Councilmember White made a motion to approve the Applications once the background checks were approved by the Chief. Councilmember Renfroe seconded the motion. The vote was unanimous.

5. CITY MANAGER'S MATTERS.

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

(B) The City's Retreat is scheduled for 9:00 AM Saturday, February 12, 2022.

6. DEPARTMENTAL REPORTS**7. GOVERNMENTAL BOARDS/AUTHORITIES****8. COUNCIL MEMBER'S MATTER****9. OLD BUSINESS****10. CITY ATTORNEY'S MATTERS**

11. EXECUTIVE SESSION

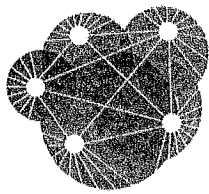
12. PUBLIC FORUM

13. ANNOUNCEMENTS

Next Scheduled Meeting is February 1, 2022

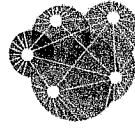
14. ADJOURNMENT

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



LEE COUNTY
family connection™

MID-YEAR UPDATES FISCAL YEAR 2022

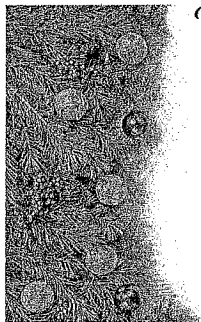


GEORGIA
family connection™
STRENGTHENING COMMUNITIES FOR



STABLE & SELF-SUFFICIENT FAMILIES

1,633

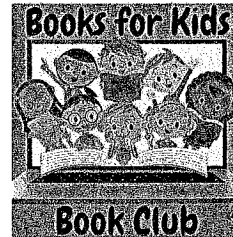


Backpack Blessings
Christmas Store

- 44 Families
- 132 Children
- 396 Gifts
- 132 Pairs of Pajamas
- 132 Stockings filled with Goodies
- 132 New Books
- 132 Bags of School Supplies
- 44 Bags of Groceries
- 44 Family Gifts
- 70 Volunteers
- 100 Community Partners

LITERATE LEE --

EARLY INTERVENTION BIRTH TO AGE 8



611

Books Distributed in
Face-to-Face
Book Clubs
Pre-K, K, 1 & 2

2 Events

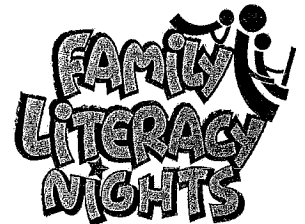
8 Families

35 Children

15 Volunteers

5 Community

Partners



YOUTH LEADERSHIP DEVELOPMENT

6 Lee County Community Partners

JW Fanning Institute for Leadership Development

Innovations in Community Leadership Initiative Grant

Planning Phase: 2021-2022

Implementation Phase: 2022-2023

Planning Phase: 2022-2023

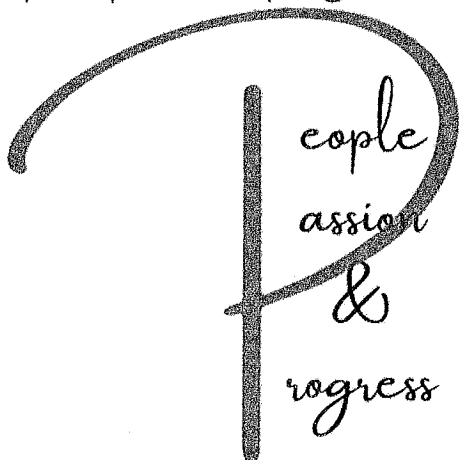
Implementation Phase: 2023-2024



POTENTIAL IMPACT:

150 Lee County Students Per Year

The Power of The Collaborative



Patsy Shirley, MSW

Executive Director

Lee County Family Connection, Inc

PO Box 830 - Leesburg - 31763

(229) 903-3993

shirleypa@lee.k12.ga.us

patsy@leecountyfamilyconnection.org

Fiscal Year 2023 Budget Calendar

Distribute Budget Request Work Sheets to Department Heads	February 23, 2022
Department Heads Submit Budget Requests to Administration	March 16, 2022
Compilation of FY 2023 Budget Requests	Mar 17-May 20, 2022
Advertisement of Public Hearing in Local Newspaper	June 1, 2022
FY 2023 Budget Recommendations Presented to Council	June 7, 2022
Advertisement of Public Hearing/Mtg. in Local Newspaper	June 8, 2022
Public Hearing on FY 2023 Budget	June 14, 2022
Adoption of FY 2023 Budget	June 21, 2022

Memo

To: Bob Alexander, City Manager
From: Cheryl Allison, Finance Director
Date: January 27, 2022
Re: Presentation of FY 2021 Audit

Justin Johnson with Mauldin and Jenkins will be here on February 1 to present the FY 2021 audit the Mayor and Council.

Thank you.

bob.alexander@cityofleesburgga.com

From: Sabrina Hogan <shogan@cityofleesburgga.com>
Sent: Friday, January 28, 2022 12:18 PM
To: bob.alexander@cityofleesburgga.com
Subject: Pancho's Alcohol License

Importance: High

Mr. Bob,
Amber Barragen of Pancho's has turned in the application for an alcohol license. Request approval pending background check and finger print card.
Thank you,

Sabrina Hogan

Sr. Admin Asst

Accts Payable – Business License

Utility Billing – Municipal Taxes

Asst Clerk of Court

City of Leesburg

PO Box 890

Leesburg GA 31763

Ph (229) 759-6465

Fax (229) 759-6249



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

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Pancho's Grill, LLC.
227 Walnut Avenue, South
Leesburg, GA 31763

January 28, 2022

Leesburg City Council
107 Walnut Avenue, North
P.O. Box 890
Leesburg, GA 31763

Dear Esteemed Council Members:

I am writing to request permission to allow my establishment, Pancho's Grill, LLC, to offer margaritas to go. As a to-go restaurant we do not have a lot of seating inside, but tacos are always better with a margarita. We will do the following in order to ensure safety:

- Require every container to be sealed on the top of the straw port and on the sides of the lid.
- All employees will maintain an ABC card so that they are certified to pour alcohol.
- Always require Picture Identification to sell alcohol.
- Signage near checkout that will educate the consumer on responsible consumption.
- Always have a manager on duty to have right of refusal if necessary.
- Maintain the right to refuse service to anyone who might be under the influence.

My partner, Ramiro Alvarez, and I feel that with over 20 years of experience in owning restaurants, we will maintain the high level of supervision needed to make this successful and safe.

Thank you for your time.

Sincerely,

Amber Barragan-Gonzalez

Ramiro Alvarez

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		12/31/2021		2022 Budget			
		Expenditures		Expenditures		Remaining FY			
		8,275		8,243		23,757			
		8,275		8,243		23,757			
		10,410		32,000		26%			
		10,410		32,000		26%			
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	13,839	51%
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	350	175%
100	100	01500	00052	522220	BUILDING REPAIR & MAINT	6,407	5,200	1,986	38%
100	100	01500	00052	522300	RENTS AND LEASES	2,159	4,280	1,571	37%
100	100	01500	00052	523100	INSURANCE, OTHER THAN EMP	13,070	16,011	7,390	46%
100	100	01500	00052	523200	COMMUNICATIONS	4,039	4,440	2,151	48%
100	100	01500	00052	523210	POSTAGE	1,852	1,700	673	40%
100	100	01500	00052	523300	ADVERTISING	1,223	1,500	232	15%
100	100	01500	00052	523505	TRAVEL-EMPLOYEE	7,040	7,600	3,502	46%
100	100	01500	00052	523600	DUES AND FEES	9,268	8,400	2,921	35%
100	100	01500	00052	523610	SOUTHWEST GA RDC DUES	3,333	3,400	1,680	49%
100	100	01500	00052	523700	EDUCATION AND TRAINING	2,730	5,500	405	7%
Total Purchased / Contracted Services		101,987		99,036		127,961		83,017	
100	100	01500	00053	531230	ELECTRICITY	5,504	5,800	2,589	45%
100	100	01500	00053	531270	GAS & OIL	155	400	131	33%
100	100	01500	00053	531300	FOOD / EMPLOYEE APPRECIATION	2,723	2,500	3,010	120%
100	100	01500	00053	531600	SMALL EQUIPMENT		700	444	63%
100	100	01500	00053	531700	OFFICE SUPPLIES	8,450	6,000	1,991	33%
100	100	01500	00053	531720	CLEANING/ PAPER SUPPLIES	1,518	1,400	422	30%
Total Supplies - Administration		18,351		18,679		16,800		8,212	
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 2022 Budget to Actual Report by line item

		FY 2021		FY 2022		Percentage of	
		Unaudited	Actual	Unaudited	Actual	Remaining FY	Budget Used
		Revenues & Expenditures	Revenues & Expenditures	Revenues & Expenditures	Revenues & Expenditures	2022 Budget	Budget
		06/30/2021	06/30/2021	12/31/2021	12/31/2021	2022 Budget	Budget
		25,751	200	2,400	800	200	0%
100	100 01500 00057	572000 SENIOR CENTER					
100	100 01500 00057	572020 CHAMBER OF COMMERCE	3,200	2,400	800	800	75%
100	100 01500 00057	572030 LIBRARY CONTRIBUTION	15,500	7,750	7,750	7,750	50%
100	100 01500 00057	572011 FAMILY CONNECTIONS	-	1,375	1,375	1,375	50%
Total Other - Administration		44,455	21,450	11,525	10,125	10,125	53%
Subtotal Administration		334,191	314,028	168,504	201,711	201,711	46%
Municipal Court							
100	150 01550 00051	511260 SALARY Municipal Court Judge	5,373	5,481	2,906	2,906	50%
100	150 01550 00051	512200 FICA	411	419	222	222	50%
Total Personnel Municipal Court		5,784	5,900	3,128	3,128	3,128	50%
100	150 01550 00052	521200 ATTORNEY & LEGAL FEES					
100	150 01550 00052	521201 COMPUTER SUPPORT FEES	6,500	6,140	2,150	3,934	35%
100	150 01550 00052	521210 MUNICIPAL COURT EXPENSES	441	1,301	45	444	9%
100	150 01550 00052	521215 CITY SOLICITOR	19,010	23,013	10,080	5,920	63%
100	150 01550 00052	521216 INDIGENT DEFENSE	4,500	6,000	2,000	4,000	33%
100	150 01550 00052	523505 TRAVEL-EMPLOYEE	1,629	1,200	584	616	49%
100	150 01550 00052	523700 Training - Employee	775	100	55	845	6%
100	150 01550 00052	523550 FINE ADD-ON FEES	78,083	103,429	38,426	39,874	49%
Total Purchased / Contracted Services Municipal Court		110,939	139,983	108,973	55,632	55,632	49%
Subtotal Municipal Court		116,723	145,883	56,469	58,760	58,760	49%
100	250 25100 00057	251110 CONTINGENCY FUND	1,000	510	3,653	96,347	4%
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	56	42%
Total Personnel Planning & Zoning		4,363	105	3,455	40	3,415	1%
Subtotal Planning & Zoning / Code Enforcement		4,363	105	3,455	40	3,415	1%

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City of Leesburg ~ General Fund

FY 2022 Budget to Actual Report by line item

		FY 2021		FY 2022		Percentage of	
		Unaudited	Unaudited	Unaudited	Unaudited	FY 2022	FY 2022
		Actual	Actual Revenues	Actual Revenues	Actual Revenues	Actuals to	Actuals to
		Revenues &	& Expenditures	& Expenditures	& Expenditures	Remaining FY	Remaining FY
		Expenditures	06/30/2021	Approved	12/31/2021	2022 Budget	2022 Budget
		Expenditures	06/30/2021	Budget			Budget Used
Public Safety							
100 300 03200 00051	511100	REGULAR EMPLOYEES	551,747	611,698	320,552	291,146	52%
100 300 03200 00051	511101	REGULAR EMPLOYEES VAC SELL BACK	12,122	21,819	4,835	16,984	22%
100 300 03200 00051	511105	PART TIME EMPLOYEES	54,194	44,681	27,309	17,372	61%
100 300 03200 00051	511199	LONGEVITY	9,960	10,909	9,499	1,410	87%
100 300 03200 00051	511300	OVERTIME	33,550	46,373	21,063	25,310	45%
100 300 03200 00051	512100	EMPLOYEE GROUP INSURANCE	138,297	173,359	60,009	113,350	35%
100 300 03200 00051	512200	FICA	45,619	56,264	27,525	28,740	49%
100 300 03200 00051	512400	RETIREMENT	34,828	47,571	23,874	23,697	50%
100 300 03200 00051	512415	457b/poab	3,415	3,710	2,150	1,560	58%
100 300 03200 00051	512700	WORKERS' COMPENSATION	27,598	28,007	11,949	16,058	43%
Total Personnel Services Public Safety			919,886	1,044,391	508,764	535,627	49%
Total Purchased / Contracted Services Public Safety			75,646	92,570	69,405	23,165	75%
100 300 03200 00053	531230	ELECTRICITY	7,104	7,703	3,305	4,398	43%
100 300 03200 00053	531270	GAS & OIL	30,533	32,000	20,710	11,290	65%
100 300 03200 00053	531600	Small Equipment		4,000	464	3,536	12%
100 300 03200 00053	531700	OFFICE SUPPLIES	2,652	2,800	1,152	1,648	41%
100 300 03200 00053	531720	CLEANING/ PAPER SUPPLIES	1,455	1,200	208	992	17%
100 300 03200 00053	531780	POLICE SUPPLIES	16,994	9,755	2,018	7,737	21%

City of Leesburg ~ General Fund

		FY 2020		FY 2021		FY 2022		Percentage of	
		Audited	Unaudited	Actual	Unaudited	Approved	Actual	Remaining	FY 2022
		Revenues & Expenditures	Revenues & Expenditures	Revenues & Expenditures	Revenues & Expenditures	Budget	& Expenditures	2022 Budget	Actuals to Budget Used
		06/30/2021	06/30/2021	06/30/2021	12/31/2021		12/31/2021		
100	300	03200	00053	531781	GREAT PROGRAM			-	
100	300	03200	00053	531782	EXPLORER PROGRAM	880	500	375	25%
100	300	03200	00053	531783	LEESBURG/LEE COUNTY FOSTE	3,829	500	(4,584)	1017%
100	300	03200	00053	531790	UNIFORMS	5,086	6,000	883	85%
100	300	03200	00053	531784	COMMUNITY RELATIONS EXPENSE		3,000	1,670	44%
Total Supplies - Public Safety						68,532	67,458	27,945	59%
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	617,682	586,737
Public Works Maintenance									
100	400	04300	00052	522100	Refuge Contract	470,280	472,687	475,733	321,275
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	331,275
100	400	04600	00051	511100	REGULAR EMPLOYEES	114,799	122,917	135,977	76,256
100	400	04600	00051	511101	REGULAR EMPLOYEES VAC SELL BACK	2,970	2,101	5,230	2,217
100	400	04600	00051	511105	Part time	15,610	24,213	27,925	12,821
100	400	04600	00051	511199	LONGEVITY	1,977	1,955	2,615	2,824
100	400	04600	00051	511300	OVERTIME	18,531	20,971	18,922	12,996
100	400	04600	00051	512100	EMPLOYEE GROUP INSURANCE	15,419	18,690	35,779	9,425
100	400	04600	00051	512200	FICA	10,962	12,354	14,586	7,772
100	400	04600	00051	512400	RETIREMENT	7,801	10,343	11,579	5,630
100	400	04600	00051	512415	479b cont	523	482	965	241
100	400	04600	00051	512700	WORKERS' COMPENSATION	8,339	9,080	8,112	3,912
Total Personnel Services Public Works						196,930	223,107	261,691	134,095
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	323
100	400	04600	00052	521221	NPDES STORMWATER ANNUAL R	7,286	9,000	8,000	10,055
100	400	04600	00052	522210	EQUIPMENT REPAIR & MAINT	29,733	45,916	38,000	27,531
Total Public Works						1,248,339	1,292,796	1,467,424	717,370
Total				1,051,400		1,069,082	1,204,419	617,682	586,737
Total									51%

City of Leesburg ~ General Fund

FY 2022 Budget to Actual Report by line item

		FY 2021		FY 2022		Percentage of	
		FY 2020	FY 2021	FY 2022	FY 2022	FY 2022	FY 2022
		Audited	Unaudited	Approved	Unaudited	Actuals to	Budget Used
		Revenues &	Actual	Budget	Actual Revenues	Remaining FY	Budget
		Expenditures	Revenues &	Budget	& Expenditures	2022 Budget	Budget
		06/30/2021	06/30/2021		12/31/2021		
100	400	1,273	1,935	2,500	1,986	514	79%
	04600						
	522220						
	BUILDING REPAIR & MAINT						
100	400	3,355	1,437	6,000	2,462	3,538	41%
	04600						
	522240						
	TIRES AND TUBES						
100	400	11,443	19,581	16,500	5,672	10,828	34%
	04600						
	522250						
	VEHICLE REPAIR						
100	400						
	04600						
	522271						
	CORRIDOR SIGNS						
100	400	1,167	7,694	2,500	2,750	(250)	110%
	04600						
	522275						
	CHRISTMAS DECORATIONS						
100	400	9,847	10,549	8,500	6,910	1,590	81%
	04600						
	522310						
	UNIFORMS						
100	400	1,804	8,912	1,500	88	1,412	6%
	04600						
	522320						
	EQUIPMENT RENTAL						
100	400	11,915	12,725	14,510	6,812	7,698	47%
	04600						
	523100						
	INSURANCE, OTHER THAN EMP						
100	400	3,861	4,059	4,500	1,938	2,562	43%
	04600						
	523200						
	COMMUNICATIONS						
100	400	770		1,000		1,000	0%
	04600						
	523300						
	ADVERTISING						
100	400	50		800		800	0%
	04600						
	523505						
	TRAVEL-EMPLOYEE						
100	400	653	725	700	216	484	31%
	04600						
	523600						
	DUES AND FEES						
100	400						
	04600						
	521200						
	ATTORNEY & LEGAL FEES						
100	400	600	400	700	992	(292)	142%
	04600						
	523700						
	EDUCATION AND TRAINING						
Total Purchased / Contracted Services - Public Works		88,213	124,957	108,710	67,737	40,973	62%
100	400	5,004	4,604	5,800	1,863	3,937	32%
	04600						
	531230						
	ELECTRICITY						
100	400						
	04600						
	531750						
	OTHER SUPPLIES						
100	400	15,224	18,755	17,000	10,793	6,207	63%
	04600						
	531270						
	GAS & OIL						
100	400	60,800	63,105	64,145	25,936	38,209	40%
	04600						
	531280						
	STREET LIGHTS (POWER)						
100	400	1,366	1,382	2,000	897	1,103	45%
	04600						
	531700						
	OFFICE SUPPLIES						
100	400	1,015	574	1,000	397	603	40%
	04600						
	531720						
	CLEANING/ PAPER SUPPLIES						
100	400	12,515	15,112	12,000	6,469	5,531	54%
	04600						
	531810						
	MAINTENANCE SUPPLIES						
100	400						
	04600						
	531820						
	STREET IMPROVEMENTS						
100	400						
	04600						
	531830						
	CHEMICALS FOR R/W DITCHES						
100	400						
	04600						
	531840						
	STREET SIGNS AND MARKINGS						
100	400	9,804	8,296	10,000		10,000	0%
	04600						
	531850						
	MOSQUITO FOGGER REP/CHEMI						
Total Supplies - Public Works		105,728	111,827	111,945	46,356	65,589	41%
100	400						
	04600						
	542200						
	CAPITAL OUTLAY-NEW VEHICL						
100	400						
	04600						
	542500						
	CAPITAL OUTLAY-OTHER EQUI						
100	400						
	04600						
	542400						
	CAPITAL OUTLAY-COMPUTERS						
Total Capital Outlay - Public Works		-	-	-	-	-	-
Subtotal Public Works Maintenance		905,930	939,070	969,079	402,646	565,433	42%

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		12/31/2021		2022 Budget					
		FY 2020		FY 2022		FY 2022					
		Audited		Approved		Remaining FY					
		Revenues &		Budget		2022 Budget					
		Expenditures				Budget Used					
Chamber of Commerce											
100	750	07520	00052	523200	COMMUNICATIONS	4,239	4,085	4,123	2,499	1,624	61%
100	750	07520	00052	522220	BUILDING REPAIR & MAINT	4,574	1,506	1,200	623	577	52%
100	750	07520	00052	521201	COMPUTER SUPPORT FEES		775	698		698	0%
100	750	07520	00052	531210	WATER, SEWER, TRASH	299	253	276	115	161	42%
100	750	07520	00053	531230	ELECTRICITY	3,786	3,479	4,059	1,151	2,908	28%
100	750	07520	00053	531720	CLEANING/ PAPER SUPPLIES	375	468	800	79	721	10%
				Subtotal Chamber of Commerce		13,273	10,566	11,156	4,467	6,689	40%
				Total General Fund Expenses		2,489,873	2,525,901	2,865,198	1,285,516		45%
				General Fund Net Gain / (Loss)		(23,631)	615,150	(0)	875,574		

City of Leesburg ~ Water & Sewer Fund

FY 2022 Budget to Actual Report by line item

		FY 2020		FY 2021		FY 2022		Percentage of		
		Audited	Unaudited	Unaudited	Approved	Unaudited	Remaining	FY 2022 Actuals		
		Revenues &	Actual	Actual	Budget	Actual	FY 2022	to Budget Used		
		Expenditures	Revenues &	Revenues &	Expenditures	Expenditures	Budget			
		06/30/2021	06/30/2021	12/31/2021						
WATER AND SEWER FUND REVENUE										
505 033	33430	334302	DIRECT CDBG 16P-X-088-	-	-	-	-	-	-	-
505 034	34400	344210	WATER SALES	547,585	584,798	563,506	289,459	274,047	51%	
505 034	34400	344211	WATER TAP FEES	18,350	15,050	10,000	11,200	(1,200)	112%	
505 034	34400	344212	RECONNECTION FEE	5,749	10,000	10,000	4,125	5,875	41%	
505 034	34400	344213	WATER PENALTY	20,302	17,990	24,186	11,915	12,271	49%	
505 034	34400	344214	WATER FUND BEGINNING BAL	-	-	230,000	-	230,000	0%	
505 034	34400	344255	SEWER SALES	499,990	564,449	530,800	280,401	250,399	53%	
505 034	34400	344256	SEWER TAP FEES	23,595	12,870	10,000	15,015	(5,015)	150%	
505 034	34900	349300	BAD CHECK FEE	596	349	1,500	245	1,255	16%	
505 034	36100	361000	INTEREST	2,441	2,302	4,000	132	3,868	3%	
505 038	38300	383010	INSURANCE PROCEEDS	2,000	-	-	-	-	-	
505 038	38900	389000	OTHER MISCELLANEOUS INCOME	1,542	398	-	(8)	8	-	
505 038	38900	389005	CASH OVER/SHORT	-	(10)	-	-	-	-	
505 039	39100	391200	TRANSFER IN-OTHER FUNDS	83,378	41,689	-	-	-	-	
505 039	39380	393800	CAPITAL CONTRIBUTIONS	55,537	-	-	-	-	-	
505 061	61100	612000	TRANSFER OUT - OTHER FUNDS	-	-	-	-	-	-	
505 039	39100	391201	Indirect Allocation	(69,360)	(58,922)	(84,618)	(42,309)	(42,309)	-	
Total Water and Sewer Fund Revenue				1,191,705	1,180,964	1,299,374	574,307	725,067	44%	
WATER AND SEWER FUND EXPENSES										
SEWER DEPARTMENT										
505 400	04330	00051	511100 REGULAR EMPLOYEES	86,199	86,651	91,695	51,286	40,409	56%	
505 400	04330	00051	511101 REGULAR EMPLOYEES VAC SELL BACK	1,330	1,522	3,315	1,124	2,191	34%	
505 400	04330	00051	511199 LONGEVITY	1,473	1,470	1,657	1,732	(75)	105%	
505 400	04330	00051	511300 OVERTIME	5,072	5,028	6,454	2,783	3,671	43%	
505 400	04330	00051	512100 EMPLOYEE GROUP INSURANCE	4,762	5,439	14,731	2,792	11,939	19%	
505 400	04330	00051	512200 FICA	7,019	7,303	8,118	4,383	3,735	54%	
505 400	04330	00051	512400 RETIREMENT	4,958	6,475	6,828	3,420	3,408	50%	
505 400	04330	00051	512415 457b plan cont	1,508	1,611	1,679	1,450	229	86%	
505 400	04330	00051	512700 WORKERS' COMPENSATION	1,429	1,456	1,549	648	901	42%	

City of Leesburg ~ Water & Sewer Fund

FY 2022 Budget to Actual Report by line item

		FY 2020		FY 2021		FY 2022		Percentage of		
		Audited		Unaudited		Unaudited		FY 2022		
		Revenues & Expenditures		Revenues & Expenditures		Revenues & Expenditures		Actual		
		06/30/2021		12/31/2021		12/31/2021		to Budget Used		
		3,000		3,000		3,000		50%		
		116,751		119,956		139,027		67,909		
505	400	04330	00051	512910	VEHICLE ALLOWANCE-CITY MA			1,500	1,500	100%
Total Personnel Services Sewer										
505	400	04330	00052	521100	OFFICIAL/ADMINISTRATIVE			4,040	(290)	108%
505	400	04330	00052	521200	ATTORNEY & LEGAL FEES					
505	400	04330	00052	521201	COMPUTER SUPPORT FEES	7,259	7,700	4,271	3,429	55%
505	400	04330	00052	521220	ENGINEERING FEES		4,000		4,000	0%
505	400	04330	00052	521225	BAD DEBT EXPENSE					
505	400	04330	00052	521230	AUDITOR FEES	3,549	3,893	1,250	2,643	32%
505	400	04330	00052	521250	WATER TESTING					
505	400	04330	00052	522210	EQUIPMENT REPAIR & MAINT	22,571	18,000	24	17,976	0%
505	400	04330	00052	522220	Building Repair & Maint					
505	400	04330	00052	522240	TIRES AND TUBES					
505	400	04330	00052	522320	EQUIPMENT RENTAL					
505	400	04330	00052	523100	INSURANCE, OTHER THAN EMP	19,363	23,580	11,070	12,510	47%
505	400	04330	00052	523200	COMMUNICATIONS	11,520	8,500	2,694	5,806	32%
505	400	04330	00052	523210	POSTAGE		300		300	0%
505	400	04330	00052	523226	WATERSHED MON CONTRACT (T	2,200	6,200	840	5,360	14%
505	400	04330	00052	523300	ADVERTISING		400		400	0%
505	400	04330	00052	523505	TRAVEL-EMPLOYEE		500		500	0%
505	400	04330	00052	523600	DUES AND FEES	1,335	1,500	117	1,383	8%
Total Contracted Services Sewer Dept										
505	400	04330	00053	531230	ELECTRICITY-PUMP/LIFT STATIONS	67,797	78,323	24,307	54,016	
505	400	04330	00053	531270	GAS & OIL	26,647	22,132	10,585	11,547	48%
505	400	04330	00053	531600	SMALL EQUIPMENT	1,714	3,900	2,269	1,631	58%
505	400	04330	00053	531700	OFFICE SUPPLIES	829	1,000	166	834	17%
505	400	04330	00053	531900	SEWER SUPPLIES	7,358	5,600	1,341	4,259	24%
Total Supplies Sewer Dept										
505	400	04330	00054	542200	CAPITAL OUTLAY-NEW VEHICL	36,547	32,632	14,362	18,270	
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										

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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		Revenues & Expenditures		Budget		Actual		to Budget Used	
		06/30/2021		12/31/2021				12/31/2021		Budget	
										50,000	
										50,000	
										25,000	
										25,000	
										2,964	
										-	
										2,964	
										218,159	
										43%	
SEWAGE TREATMENT PLANT											
505 400	04335	00051	511100	REGULAR EMPLOYEES	75,959	76,901	78,325	44,329	33,996		57%
505 400	04335	00051	511101	REGULAR EMPLOYEES VAC SELL BACK	488	488	3,013	1,506	1,506		50%
505 400	04335	00051	511199	LONGEVITY	1,393	1,393	1,506	1,507	(0)		100%
505 400	04335	00051	511300	OVERTIME	13,085	13,555	11,749	6,638	5,111		56%
505 400	04335	00051	512100	EMPLOYEE GROUP INSURANCE	410	642	14,540	321	14,219		2%
505 400	04335	00051	512200	FICA	6,888	6,996	7,236	4,095	3,141		57%
505 400	04335	00051	512400	RETIREMENT- Pension	4,882	6,350	6,584	3,326	3,258		51%
505 400	04335	00051	512415	457'b plan cont	384	384	384	192	192		50%
505 400	04335	00051	512700	WORKERS' COMPENSATION	1,887	1,277	1,312	549	763		42%
505 400	04335	00052	521150	SLUDGE DISPOSAL	5,213	2,013	12,000	3,028	8,972		25%
505 400	04335	00052	521250	WATER TESTING	35,293	29,261	37,000	12,456	24,544		34%
505 400	04335	00052	522250	VEHICLE REPAIR	1,299	669	1,000	2,205	(1,205)		221%
505 400	04335	00052	522310	UNIFORMS	495	902	800	275	525		34%
505 400	04335	00052	523505	TRAVEL-EMPLOYEE	410	688	1,200		1,200		0%
505 400	04335	00052	523700	EDUCATION & TRAINING	730	840	1,100		1,100		0%
505 400	04335	00053	531230	Electricity	48,592	48,135	46,690	13,271	33,419		28%
505 400	04335	00053	531701	Other Supplies	895	534	800	621	179		78%
505 400	04335	00053	531885	Chemicals for Plant	32,873	32,994	30,000	14,163	15,837		47%
505 400	04335	00052	522200	WWTF Repairs & Maintenance	13,860	14,868	17,000	16,572	428		97%
505 400	04335	00054	542200	TRUCKS AND AUTOS	-	-	-	-	-		-
505 400	04335	00054	542500	OTHER CAPITAL	-	-	-	-	-		-
Total Sewage Treatment Plant				245,035		238,889		272,239		147,185	
Subtotal Sewage Treatment Plant				245,035		238,889		272,239		147,185	
										46%	

City of Leesburg ~ Water & Sewer Fund

FY 2022 Budget to Actual Report by line item

		FY 2021		FY 2022		FY 2022		Percentage of	
		Unaudited Actual		Unaudited Actual		Unaudited Actual		FY 2022 Actuals to Budget Used	
		Revenues & Expenditures 06/30/2021		Revenues & Expenditures 12/31/2021		Revenues & Expenditures 12/31/2021		Remaining FY 2022 Budget	
		Audited Revenues & Expenditures	Unaudited Actual Revenues & Expenditures	Audited Revenues & Expenditures	Unaudited Actual Revenues & Expenditures	Approved Budget	Actual	Budget	
Water Department									
505 400 04400 00051 511100	REGULAR EMPLOYEES	133,071	138,816	147,971	82,311	65,660			56%
505 400 04400 00051 511101	REGULAR EMPLOYEES VAC SELL BACK	2,117	2,115	5,239	1,997	3,242			38%
505 400 04400 00051 511199	LONGEVITY	2,264	2,256	2,619	2,741	(122)			105%
505 400 04400 00051 511300	OVERTIME	12,491	13,112	13,628	7,352	6,276			54%
505 400 04400 00051 512100	EMPLOYEE GROUP INSURANCE	11,027	12,643	27,623	6,440	21,184			23%
505 400 04400 00051 512200	FICA	11,195	11,818	13,193	7,147	6,046			54%
505 400 04400 00051 512400	RETIREMENT	16,405	10,378	11,066	5,511	5,555			50%
505 400 04400 00051 512415	457b plan cont	1,721	1,815	1,991	1,552	439			78%
505 400 04400 00051 512700	WORKERS' COMPENSATION	3,618	3,576	3,693	1,545	2,148			42%
505 400 04400 00051 512910	VEHICLE ALLOWANCE	3,000	3,000	3,000	1,500	1,500			50%
Total Personal Services Water Dept		196,911	199,529	230,024	118,097	111,927			
505 400 04400 00052 521100	OFFICIAL/ADMINISTRATIVE	-	2,677	3,750	4,040	(290)			108%
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	4,271	3,829			53%
505 400 04400 00052 521220	ENGINEERING FEES	2,973		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	1,207	3,793			24%
505 400 04400 00052 522210	EQUIPMENT REPAIR & MAINT	3,694	1,638	2,200	9,995	(7,795)			454%
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	6,180	(5,680)			1236%
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	11,070	12,510			47%
505 400 04400 00052 523200	COMMUNICATIONS	9,160	5,183	6,000	2,694	3,306			45%
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	71	1,329			5%
Total Contracted Services Water Dept		59,838	49,655	68,275	40,796	27,479			
505 400 04400 00053 531230	ELECTRICITY-WELLS	22,169	21,441	23,160	9,877	13,283			43%

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City of Leesburg ~ Water & Sewer Fund

FY 2022 Budget to Actual Report by line item

		FY 2020		FY 2021		FY 2022		Percentage of	
		Audited		Unaudited		Approved		FY 2022 Actuals	
		Revenues & Expenditures		Revenues & Expenditures		Budget		to Budget Used	
		06/30/2021		12/31/2021					
		Actual		Actual					
505	400	04400	00053	531270	GAS & OIL	500		500	0%
505	400	04400	00053	531600	SMALL EQUIPMENT				
505	400	04400	00053	531700	OFFICE SUPPLIES	754	606	166	11%
505	400	04400	00053	531870	WATER SUPPLIES	10,429	24,266	15,111	38%
505	400	04400	00053	531885	CHEMICALS	5,178	5,054	2,528	36%
Total Supplies Water Dept				38,530		72,160	51,366	27,683	44,477
505	400	04400	00054	542200	CAPITAL OUTLAY-NEW VEHICL				
505	400	04400	00054	542500	CAPITAL OUTLAY-OTHER EQUI				
505	400	04400	00054	542533	WATER TANK MAINTENANCE	43,129	43,129	43,129	0%
505	400	04400	00054	542534	WATER LINE IMPROVEMENTS				
Total Capital Outlays Water Dept				43,129		43,129	43,129	43,129	43,129
505	400	04400	00056	561000	DEPRECIATION	100,000	100,000	50,000	50%
Total Depreciation Water Dept				100,000		100,000	100,000	50,000	50,000
505	400	04400	00057	579000	CONTENGIENCY		104	25,000	0%
505	061	61100	612000	612000	TRANSFER OUT - OTHER FUNDS	50,000	100,000	37,500	50%
Total Other Costs Water Dept				50,000		100,104	100,000	37,500	62,500
505	400	04400	00058	582000	INTEREST PAID ON NOTES	38,345	17,598	16,542	51%
Total Water Dept Debt Service				38,345		32,513	17,598	16,542	15,971
Subtotal Water Department				526,753		646,101	561,380	290,618	355,483
Total Water and Sewer Expenses				1,259,921		1,299,374	1,119,075	578,547	720,827
Water and Sewer Net Gain / Loss				(68,216)		(0)	61,889	(4,240)	
Plus Unfunded Depreciation				360,323		200,000	200,000	100,000	
Less Principal Debt Reduction				193,236		98,347	152,546	83,766	
Less Other investment in capital									
Less Operational Transfer to General Fund									
Net affect on Cash Reserves increase / (decrease)				98,871		47,454	163,542	11,994	

G. David Johnston
William W. Hinesley*
R. Eugene Clenney, Jr.**
Paul F. Turner, Jr.***
Joe M. Chambers***
J. Vincent Edge

* Also Admitted in Georgia and
South Carolina
** Also Admitted in Texas
*** Also Admitted in Florida



**JOHNSTON
HINESLEY PC**

ATTORNEYS AT LAW

291 North Oates Street
Dothan, AL 36303

Post Office Box 2246
Dothan, AL 36302

p. (334) 793-1115
f. (334) 793-6603

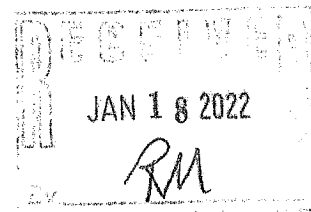
www.johnstonhinesley.com

Writer's Direct Email Address:
djohnston@johnstonhinesley.com

January 17, 2022

Mr. Bob Alexander
City Manager
107 Walnut Avenue North
Leesburg, Georgia 31763

Sent Via FedEx



Re: Limited Warranty Deed

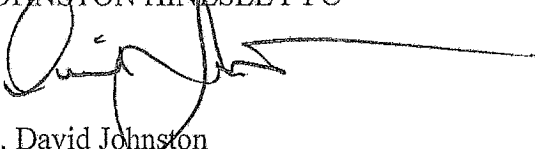
Dear Mr. Alexander:

At long last, please find enclosed the fully executed Limited Warranty Deed for the Estate of Jimmilyn Newton Walden to the City of Leesburg, Georgia (which conveyance has been approved by our Probate Judge). Please fill in the address for the City of Leesburg, Georgia on page one. Once the address has been filled in, please record the Limited Warranty Deed and provide me with a copy of the recorded deed via email. Thank you for your assistance.

If you have any questions, please feel free to contact me.

Sincerely,

JOHNSTON HINESLEY PC


G. David Johnston

GDJ/mmr

Enclosure

DRAFT RETREAT FEBRUARY 12, 2022 at 9:00 AM to 1:00 PM - Train Depot

FACILIDTATOR – Tom Berry

I

SOLID WASTE – Bert Gregory

WATER AND SEWER

Infrastructure – Chad Griffin

Treatment Plant – Russ Ferguson

Rates – Bill Powell

II

DOWNTOWN UPDATE

Rural Zone Designation – Bob Alexander

GDOT TAP & Parking Projects – Matthew Inman

RECREATION

Multipurpose Building site – Judy Powell

Central Park – Mike Talley / Richard Chester

III

ARPA FUNDS USES – Cheryl Allison

NEW INITIATIVES FOR THE CITY – Council Vision

City Hall

Aquatic Park

Economic Development

Festivals

Trails

Leesburg Police Department

107 N. Walnut Avenue, Leesburg, GA 31763

Christopher J. Prokesh,
Chief of Police

Phone: (229) 759-6464
Fax: (229) 759-2949

To: Mr. Bob Alexander

From: Chief C. Prokesh

Date: January 27, 2022

RE: Monthly Report, January-2022

CADs = 566

Arrests = 23

Municipal Court Arrests:

DUI = 1
Suspended or No License = 7
Obstruction of Officer = 1

Superior Court Cases:

Terroristic Threats = 1
Wanted Person (Felony Warrant) = 1

Juvenile Court Cases:

Terroristic Threats and Acts = 3
Poss of Controlled Substance (Pills) = 1
Poss of Marijuana = 1
Disrupting Public School = 1
Battery = 3
Simple Battery = 2
Disorderly Conduct = 1

Citations = 83

Warnings = 51

Accidents = 10

Vehicle vs. Vehicle = 8
Vehicle vs. Deer = 2

Other Discussion:

1. Still waiting on vehicle order from Dodge

Lee County 911
119 Pinewood Rd Leesburg , GA 31763

CFS By Department - Select Department By Date
 For Leesburg Police Department 1/1/2022 - 1/31/2022

Leesburg Police Department	Count	Percent
ABANDONED VEHICLE	1	0.18%
AREA CHECK	320	56.54%
ASSAULT	1	0.18%
ASSIST MOTORIST	6	1.06%
ASSIST OTHER AGENCY/SERVICE	1	0.18%
ATTEMPT TO CONTACT	1	0.18%
ATV / DIRT BIKE COMPLAINT	1	0.18%
BREATHING PROBLEMS	1	0.18%
BURGLARY	1	0.18%
BUSINESS ALARM	6	1.06%
CALL BY PHONE	2	0.35%
CHILD ABUSE	1	0.18%
CHILD CUSTODY ISSUE	2	0.35%
COMPLAINT	2	0.35%
DAMAGE TO PROPERTY	2	0.35%
DELAYED VEHICLE ACCIDENT REPORT	1	0.18%
DISORDERLY CONDUCT	1	0.18%
DISTURBANCE	1	0.18%
DOMESTIC UNFOUND	1	0.18%
DRUG INVESTIGATION	3	0.53%
DRUNK DRIVER REPORT	2	0.35%
ENTER AUTO	2	0.35%
ESCORT	2	0.35%
FIREWORKS COMPLAINT	1	0.18%
FOLLOW UP	3	0.53%
FRAUD	1	0.18%
FUNERAL ESCORT	1	0.18%
GENERAL MEDICAL CALL	2	0.35%
HARASSMENT COMPLAINT	2	0.35%
INCIDENT WITH GUN	1	0.18%
INFORMATION	16	2.83%
JUVENILE TRANSPORT	3	0.53%
LICENSE/REGISTRATION	3	0.53%
LOST/STOLEN TAG	1	0.18%
MECHANICAL BREAKDOWN	4	0.71%
No CallType	1	0.18%
NOISE COMPLAINT	2	0.35%
OPEN DOOR/WINDOW	3	0.53%
OPEN LINE	1	0.18%
RAILROAD ISSUE	3	0.53%
RECOVERED/FOUND PROPERTY	2	0.35%
REPO	1	0.18%

Leesburg Police Department	Count	Percent
RESIDENTIAL ALARM	7	1.24%
ROAD HAZARD	2	0.35%
SHOPLIFTING	1	0.18%
SHOTS FIRED	2	0.35%
SPECIAL DETAIL	2	0.35%
SPEEDING/RECKLESS DRIVING	5	0.88%
STOLEN VEHICLE	2	0.35%
SUSPICIOUS ACTIVITY	3	0.53%
SUSPICIOUS PERSON/VEHICLE	6	1.06%
THEFT	1	0.18%
THREATS	3	0.53%
TRAFFIC LIGHT OUT	1	0.18%
TRAFFIC STOP (CLI)	89	15.72%
UNKNOWN PROBLEM	2	0.35%
UNLOCK VEHICLE	9	1.59%
UNRULY JUVENILE	1	0.18%
VEHICLE ACCIDENT	8	1.41%
VEHICLE ACCIDENT/ DEER	2	0.35%
VIN VER/TRAILER INSPECTION	2	0.35%
WALK IN	2	0.35%
WANTED PERSON	1	0.18%
WELFARE CHECK	3	0.53%
Total Records For Leesburg Police Department	566	Dept Calls/Total Calls 100.00%
Total Records	566	

PUBLIC WORKS

MONTHLY REPORT

DECEMBER 23 - JANUARY 25 - 2022

. **LIFT STATIONS** - REMAINS OPERATIONAL ALL PUMPS

. **LIMBS PICK UP** - FOR THE MONTH OF DECEMBER [11] LOADS

TOTAL CHARGE [0.00]

. **LIGHTING** - NO ACTIVITY

CITY OF LEESBURG PROJECT STATUS

MAN HOLES REPAIR - ARE THE NEXT PROJECT IN LINE

SEWER PROJECT - SEWER REHAB PROJECT SHOULD BE COMPLETED IN THREE WEEKS

Count of No.					
Location	Estimated Hours	Class	Type	Total	
City Hall	0.25	Sanitation	PICK UP TRASH	1	
		Sanitation Total		1	
	0.25 Total				1
	0.3	Maintenance	REPLACE LIGHT BULBS	1	
			TAKE DOWN CHRISTMAS LIGHTS	1	
		Maintenance Total		2	
		Pick up supplies	PICK UP CASES OF WATER FOR CITY HALL	1	
	Pick up supplies Total		1		
	0.3 Total				3
	1	Streets	MOWING & WEEDEATING	1	
		Streets Total		1	
	1 Total				1
	2	Maintenance	CITY HALL	1	
		Maintenance Total		1	
	2 Total				1
3	Maintenance	CITY HALL	1		
	Maintenance Total		1		
3 Total				1	
6	Water	REPLACE REGISTER	1		
	Water Total		1		
6 Total				1	
City Hall Total				8	
Lift Stations	1.5	Sewer	Pull lift station pumps	1	
		Sewer Total		1	
1.5 Total				1	
Lift Stations Total				1	
Public Works	1	Maintenance	TAKE DOWN CHRISTMAS LIGHTS	1	
		Maintenance Total		1	
		Streets	FIX POTHOLES	1	
			Put out Road Work Signs	1	
	Streets Total		2		
	1 Total				3
	3	Water	REPLACE REGISTER	1	
		Water Total		1	
	3 Total				1
	4	Maintenance	CLEANED UP AT SHOP	1	
		Maintenance Total		1	
	4 Total				1
	5	Streets	CLEARING OFF LAND	1	
		Streets Total		1	
	5 Total				1
6	Maintenance	TAKE DOWN CHRISTMAS LIGHTS	2		
		Maintenance Total		2	
	Water	CHECK WATER METER	1		
		Water Total		1	
6 Total				3	
7	Water	REPLACE REGISTER	1		
	Water Total		1		
7 Total				1	
Public Works Total				10	
Service Address/Street	0	Maintenance	(blank)	1	
		Maintenance Total		1	
	Sanitation	DELIVER GARBAGE CAN	6		
		PICK UP BROKEN CAN AND REPLACE WITH NEW CAN	1		
		PICK UP TRASH	8		
		PICK UP TRASH CAN	2		
		YARD DEBRIS PICKUP	1		
	Sanitation Total		18		
	Storm Drainage	Clean Culvert Pipe	1		
		Clean Storm Ditch	1		
		CLEAR OUT DRAIN THAT IS CLOGGED UP	1		
	Storm Drainage Total		3		
Streets	Pick up Road Work Signs	1			
Streets Total		1			
Water	CHANGE METER VALVE	1			
	CHECK METER REGISTER	1			
	CUT WATER BACK ON AFTER BILL PAID ON CUT OFF DAY	7			
	GET READING AND DELIVER TRASH CAN	1			
	GET READING AND PICK UP TRASH CAN	1			

Litter Control	City of Leesburg		
Date	Road / Street	Hours Worked	
4-20-2021	4th Street	1 hr	
4-20-2021	Magnolia lift Station	30 mins	
4-20-2021	Cedar Ave	20 mins	
5-3-2021	Peach Ave	40 mins	
6-8-2021	Starkville Rd	1.5 hrs	
6-8-2021	Peach Ave	1 hr	
6-8-2021	Vidalia St	1 hr	
7-6-2021	Canal St	4 hrs	
7-9-2021	Starkville Ave	1 hr	
7-27-2021	Linden Rd	4 hrs	
7-29-2021	Centarl Park	30 mins	
7-29-2021	Train Depot	1 hr 30 mins	
7-29-2021	City Hall	1 hr	
7-29-2021	Shell field	30 mins	
8-2-2021	Magnolia Ave	2 hrs	
8-6-2021	Park and Ride	2 hrs	
9-8-2021	Dumpster	30 mins	
10-1-2021	Linden Rd	1 hrs	
10-1-2021	Robert B Lee	3 hrs	
10-4-2021	Jordan Rd	5 hrs	
10-29-2021	Hwy 32	2 hrs	
11-3-2021	Starkville Ave	1 hr	
11-12-2021	Starkville Ave	2 hrs	
11-12-2021	Peach Ave	2 hrs	
11-18-2021	Magnolia lift Station	1 hr	
11-29-2021	Hwy 32	2 hrs	
11-29-2021	Leslie Highway	2 hrs	
11-29-2021	Uptown	2 hrs	
11-29-2021	Smithville Rd	2 hrs	
11-29-2021	Peach Ave	1 hr	
11-29-2021	Starkville Ave	1 hr	
11-30-2021	Firetower Rd	2 hr	
12-1-2021	4th St	1 hr	
12-1-2021	South Magnolia lift Station	30 mins	
12-1-2021	Palm St	30 mins	
12-1-2021	Cedar Ave	1 hr	
12-1-2021	Linden Rd	1 hr 30 mins	

Leesburg Water Pollution Control Plant Monthly Report For January, 2022

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)	1.016	1.2 monthly avg.
Effluent Biochemical Oxygen Demand	2.1	15
BOD Removal %	99.2	>85%
Effluent Total Suspended Solids	5.5	30
TSS Removal %	99.3	>85%
Effluent Fecal Coliform (# per 100 mL)	4.0	400
Effluent Ammonia	.08	3.0
Effluent Dissolved Oxygen	8.6	>6.0
Min & Max Effluent pH	7.1-7.3	6.0-9.0
Effluent Total Phosphorous	.24	1.5
Low-Level Mercury (mg/day)	.284	6.3
Total Rainfall for the month	6.2 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.

Expenses:

Fuel (generator/vehicles/mower)	\$ 550.28	
Electricity -	\$3,983.86	
Chemicals used	\$1,316.26	(\$3,413.85 – in March w/PAC & NAOH)
Lab Tests -	\$2,160.00	
DoCo Landfill (solids from press)	\$ 000.00	
Maintenance & Repair -	\$.00	
Total -	\$8,010.40	

Leesburg Public Drinking Water Wells Monthly Report For January, 2022

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:	415,000	800,000
Total Gallons Pumped for the Month:	12.87 Million Gallons	
4 Monthly Bacteria Samples:	0/Absent	0/Absent
Daily Chlorine Residual	.91 mg/L	>.2mg/L
1 Monthly Fluoride Sample:	.55	

Maintenance/Repairs: (1) Remove/clean/reinstall chlorine injectors at Starksville & 32 wells, weekly. (2) Perform monthly preventive maintenance to chlorine and fluoride pumps at Starksville & Hwy. 32 wells.

Expenses:

Electricity -	\$1,418.57
Chemicals used -	\$ 294.98
Routine Testing	\$ 132.00
Maintenance & Repair -	\$ 00
Total -	\$1,845.55

MAYOR PRO-TEM TERMS

1/1/06-12/31/07	RICHARD BUSH
1/1/08-12/31/09	SIDNEY JOHNSON
1/1/10-12/31/11	JUDY POWELL
1/1/12-12/31/13	DEBRA LONG
1/1/14-12/31/15	BOBBY WILSON
1/1/16-12/31/17	BILLY BREEDEN
1/1/18-12/31/19	RICHARD BUSH
1/1/20-12/31/21	RUFUS SHERMAN
	JUDY POWELL
	JASON RENFROE
	AMANDA WHITE
	BOBBY WILSON
	RICHARD BUSH
	RUFUS SHERMAN
	JUDY POWELL
	JASON RENFROE
	AMANDA WHITE