



City Manager's Monthly Report for January 2026

All the concrete at the park has been installed and the landscaping is almost complete. Georgia Power has installed the new lights as well as the electrical meter. Now that the power is on to the restrooms Steel Cell will be able to complete the installation of the epoxy floors. The fence company began installing the fence on Monday so the construction of the park should be complete in about 2 weeks.

We finally got our tax bills sent out on February 2nd. The delay was caused because of the new floating homestead exemption. Since everyone does not receive this exemption our software company had an issue figuring out how to implement it.

The Cornelia Hospitality and Tourism Board has decided to do a drone show for this year's Music Festival instead of fireworks. They have signed an agreement with Open Sky Pro out of Gainesville for this. They felt that this was a better option because it will not disrupt the residents like the fireworks do.

Thanks to our dedicated employees and people staying off the roads we came through the ice storm with very little incidents. We also did not have the large-scale power outages that other areas encountered. The snow on the other hand was a different story because people did not stay off the roads. There were a lot of accidents that kept the Fire and Police Departments busy all weekend.

We are partnering with Life South Community Blood Centers to host a blood drive. The event will take place of February 16th from Noon to 6:00 PM in the parking lot of City Hall.

Ms. Davenport will be using the Ballard Center as her studio and to host some community events for the Brush Strokes for Change Mural Project. The first event, A Heart for Community, will be this Saturday.

The Police Department Patrol Division conducted 219 traffic stops, responded to 40 motor vehicle accidents, 17 shoplifting calls, and 21 alarms. They responded to a total of 991 calls for the month. Our Traffic Unit issued 83 citations, 1 DUI, and made 2 arrests. The Criminal Investigations Division opened 6 new cases, closed 10 cases, and made 5 arrests. We distributed 6 car seats and trained 11 caregivers.

The Probation Division has 212 active cases and collected \$2,444 in fines. Probationers completed 125 hours of community service with a value of \$906.25.

The Building Department issued 6 permits and collected \$575 in fees. They completed 15 plan reviews, 26 residential inspections, 20 erosion inspections, and 1 commercial inspection. They issued 6 residential certificates of occupancy.

The Fire Department responded to 79 calls and completed 370 hours of training. The Fire Marshal completed 23 inspections, reviewed 4 sets of plans, and issued 13 notices of violation.

Public Works finished taking down the Christmas decorations. They cleaned the Community House following 10 events. They finished installing the power to the restrooms at the new park. They made repairs to a sink and the sewer pump at the Community House, the painted the hallway in the Police Department. They painted over gang graffiti in several locations around the city. The Maintenance Shop repaired 45 vehicles and serviced 7 vehicles.

The Wastewater Plant treated 85.3 million gallons of sewage. The Water Plant treated 78.7 million gallons of drinking water. We received 2.47 inches of rain, so the new reservoir is at 22.8 feet, and the old reservoir is 1 foot 11 inches below full pool. We repaired 4 water leaks and 4 sewer blockages.

PUBLIC SAFETY MONTHLY

January 2026

POLICE DEPARTMENT

UNIFORM PATROL

TRAFFIC	
Traffic Stops	219
Susp.Person/ Veh	31
License Check	1
MVA Accidents	40
NON-TRAFFIC	
Fight Calls	4
Burglary	
Shoplifting/Theft	17
Domestic Calls	30
Drunk/Disorderly	72
Abuse	
Alarms	21
CONTACTS	
Citizen	2420
Motorist	24
Bank/Funeral	3
REPORTS	
Incidents	73
Accidents	34
Citations	45
TOTAL DISPATCHED CALLS 991	

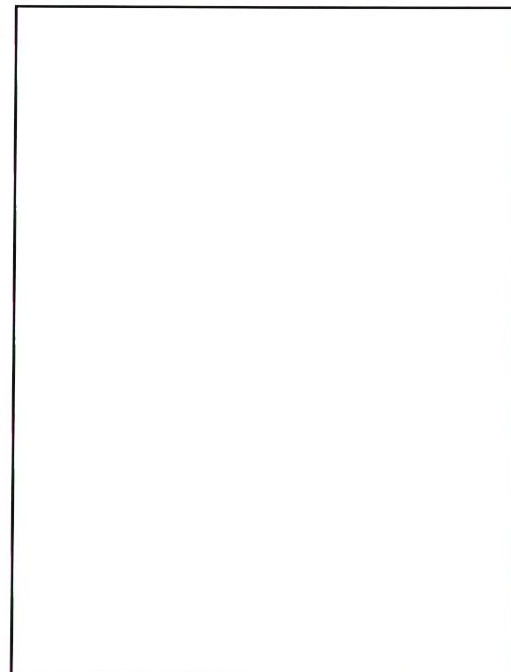
TRAFFIC UNIT	
Citations Issued	83
DUI	1
DUI Drugs	
Drug Arrests	
Other Arrest	2

CRIMINAL INVESTIGATIONS

CASES	
NEW	6
OLD	4
TYPES	
Person	4
Property	3
Financial	3
TOTAL	10
DISPOSITION	
Arrest	5
Ex. Clear	3
Inactive	1
Active	0
CLOSED	10
Narcotics	
Active	2
Closed	
Arrest	1
CI's Active	1

NARCAN	
Units Used	

TRAINING	
Virtual Academy	39
Power DMS	
In Service	11
Outside	28
TOTAL	78
CAR SEATS	
Seats Distributed	6
Care Givers Trained	11
Police Trained	
SRO	
Incident Reports	2
Arrest/ Juvenile	1
Calls for service	42
Parent Contact	21
Student Contact	31



PUBLIC SAFETY MONTHLY

COURT

January 2026

COURT	
Court Cases	
Fines Paid	\$6,083.00
C.H. Ran	23
C.H. Monies	\$12
Walk In's	83

PROBATION

Fines for Cornelia	\$2,444
Community Service	
Hours	125
Value of Hours	\$906.25
Active Cases	212

NOTES:

PUBLIC SAFETY MONTHLY

January 2026

Building Department

Permits Issued	6
Fees Paid	\$575.89
Plan Reviews	15
Residential Inspection	26
Erosion Inspection	20
Commercial Inspection	1
New Home Permits	
Commercial C.O.s	
Residential C.O.s	6

CODE ENFORCEMENT

Cases

New	
Old	
Inspections	
Disposition	
Closed	
Citations	
Active	

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PUBLIC SAFETY MONTHLY

January 2026

FIRE DEPARTMENT

The software the Fire Department uses for Incident Reporting (ImageTrend) swapped from NFIRS to NERIS as of January 1st. Multiple issues have been identified by agencies across the State and ongoing updates are occurring. As such, no incident report data is available after January 1 as of yet. Numbers reported below are from December 14 - 31.

- The Fire Marshal completed:
 - CO's Issued: 0
 - Inspections: 23
 - Violations notice: 13
 - Plan Reviews: 4
 - Investigations: 0

Fire Department

Fire Recovery Money received YTD –

Monthly Call Response

-79 calls were responded to during the month.

-79 calls responded to during Year.

Monthly training hours

-370 training hours Monthly.

-370 training hours YTD.



Public Works Monthly Report for January 2026

The backdoor and business routes were completed weekly, and roller carts were delivered were needed.

The chipper finished the route and started a new one.

The leaf vac worked on the route.

We came in early to blow the streets.

We cleaned storm drains while it was raining.

Downtown and all the parks were checked, cleaned, and trash cans changed on a weekly basis.

All work orders were completed as they came in – 21

The Community House was cleaned 10 times.

Trash was picked up on city streets as much as possible.

We repaired or replaced street signs as needed.

We worked at the shop cleaning and organizing.

We worked at the amphitheater site pulling wire for the bathrooms.

The walking trail, all the rec courts in the city, and the Community House were blown regularly.

Potholes were patched where needed around the city.

Truck #29 was picked up from the snowplow shop in North Carolina.

All Christmas decorations were taken down.

We got ready for, worked, and cleaned up after the ice storm.

We restocked materials and made repairs to equipment to prepare for snow.

The lights at the rock welcome signs on 365 were replaced.

We worked at the Community House making repairs to a sink and the sewer pump.

We repainted the halls and mad repairs in some offices at the police department.

We worked at the fire station repainting doors and worked on the ice machine.

R.O.W. was cut in several places around the city.

Graffiti was painted over multiple times around the city, gang tags.

The street sweeper was used to clean the gutters on Level Grove Road and Wayside Street.

We serviced the mowers and chainsaws.

We made repairs and cleaned Jim Smith Park restrooms several times due to the homeless messing the up repeatedly.

Repairs were made to the bathroom at the library to fix a water leak.

Trees were cleaned up that had fallen.

MONTHLY REPORT

1/1/2026	holiday
1/2/2026 lawnmower FD ladder trk car # 109	replaced tube in rear tire replaced engine belts service
1/5/2026 416D backhoe leaf machine car # 103	replaced oil pressure switch replaced battery serviced front differential
1/6/2026 FD marion car # 119 truck # 30	fixed power steering leak replaced front brakes adjusted brakes
1/7/2026 416D backhoe	hauled tractor to shop & removed front of tractor to fix oil leak
1/8/2026 416D backhoe	replaced all gaskets & seals on front of engine
1/9/2026 416D backhoe truck # 4	finished up work on tractor replaced power steering pump & installed new radio
1/12/2026 truck # 25 public safety dir. Trk w/s trailer	welded up tailgate service & replaced tires fixed tire
1/13/2026 massey tractor truck # 30 leaf machine	charged batteries replaced air valve replaced fuel & air filters
1/14/2026 car # 113 car # 110 truck # 3	removed camera wiring for rear camera fixed tire replaced front brakes

MONTHLY REPORT

1/15/2026 car # 120 truck # 13 FD marion	service & replaced batteries fixed strobes fixed air leak
1/16/2026 car # 107 truck # 23 FD chiefs trk	replaced brakes fixed fuel leak fixed strobes
1/19/2026 city marshall trk car # 103 truck # 15	service service & fixed tire worked on shifter
1/20/2026 car # 108 truck # 13 FD pierce	service & replaced front brakes fixed tire fixed fuel leak
1/21/2026 big trackhoe snow plows car # 119	fixed starter worked on plows replaced batteries
1/22/2026 generators car # 121 car # 117	worked on generators replaced front brakes service
1/23/2026 car # 103 light tower car # 116	replaced front differential assy. replaced battery replaced batteries
1/26/2026 truck # 15 truck # 21 spreader	replaced shifter assy. & serviced trk worked on 4WD worked on spreader
1/27/2026 truck # 21 car # 116 PW explorer	replaced 4WD actuator service & replaced rear brakes replaced belt
1/28/2026 shop new w/s ranger	installed new tire machine installed strobes & seat covers



Utilities Monthly Report



Water Pollution Control Plant



Drinking Water Treatment Plant



Water/Sewer/Storm Maintenance

Cornelia

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Jessie Owensby
Community Development Department
January 30, 2026
Monthly Report

Planning & Zoning

1. Correspondence with Engineers for Willow Song Village re: parking lot
2. Correspondence and plan review for 290 Summit Street
3. Phone call re: STR on Skyland
4. Correspondence and plan review for Level Grove Baptist Student building
5. Plan reviews for Magnolia Villas lots 132, 135, 133, 134, 136, 32, 137, 30, 38, 130, 131, 39, 40, 41, 42, 43, 44, 45
6. Meeting with developer for Yonah Street
7. Site plan and elevation review for 1900 Level Grove Road
8. Plan Review and correspondence for Package Store
9. Plan review and correspondence for 1509 Level Grove Road
10. Phone with real estate broker re: package store plans
11. Zoning ordinance rewrite and finishing touches for draft review
12. Draft zoning ordinance comparison between Hab Co and Cornelia zoning ordinances
13. Pre-planning for Commission Planning retreat in February
14. Plan First webinar- Success Stories and best practices
15. Plan Review for Ethicon addition
16. Plan review for Magnolia Villas lot 117
17. Issuance of Zoning Verification Letter for property
18. Meeting with Engineer and Utilities to discuss MV lot 117 feasibility
19. Meeting with Engineer and Consultant re: 1509 Level Grove Road
20. Plan Review for 7 Brew Coffee Shop
21. Sign plan review for EV charging station installation
22. Correspondence with Engineer re: telecommunication pole installation
23. Meeting with Willow Song Village re: Variance request

Economic Development

1. Assisted with Noah to complete Main Street Accreditation
2. Attended Retail Academy with Retail Ready team in Alabama
3. Met with City of Demorest to discuss future water collaboration
4. Met with Economic Developers throughout region to discuss smart growth strategies
5. Met with Yvonne Marinelli about economic development in Clarkesville and Cornelia
6. Sent templates and documents for organization and training to Yvonne for economic development initiatives in Clarkesville
7. Met with Michael Bogue re: sign and façade grants for 161 Hodges
8. Continued correspondence with investor to discuss new construction housing in downtown district and potential boutique hotel
9. Began working on NOFO for Redevelopment Fund Grant for winery building
10. Met with Noah, Yvonne, Rosie to discuss organization and training for Main Street program

Community Development & Special Projects

1. Drafted narrative and gathered documents and letters of support for CHIP Grant
2. Submitted CHIP grant application
3. Began discussions re: future grant funding for community facilities and property acquisitions for community-based improvements
4. Began research re: Historic registration for buildings in downtown district
5. Attend Certified Public Manager training in Gwinnett

Tourism and Special Events

1. Weekly meetings with Noah
2. Began discussions re: BRA 110 year celebration

UPCOMING:

1. DDA Awards Ceremony Tuesday, February 3 at 9 a.m. at Connexion Church
2. DDA Dessert Crawl Fundraiser Friday, February 6 in Downtown from 6-9 p.m.

***** Took a week off for vacation! THANK YOU!!!

NOAH January REPORT

Special Events and Tourism

1. Updated 2026 DDA and HPC meeting schedules.
2. Updated 2026 events calendar.
3. Created new Downtown Visitors Guide/Map for tourists.
4. Finished the 2025 annual report brochure.
5. Updated the 2026 Partnership Packet for returning and potential new sponsors.
6. Promoted DDA Dessert Crawl on social media.
7. Collected and documented Dessert Crawl ticket sales.
8. Ordered awards for sponsors and award recipients to present at Downtown Award Ceremony.
9. Distributed invitations to award recipients and Cornelia Business Association.

Downtown Development

1. Attended the Cornelia Downtown Development Authority.
2. Attended the Cornelia Hospitality and Tourism meeting.
3. Updated city website with current information.
4. Updated Discover Cornelia website.
5. Completed 16 site visits (Georgia United Credit Union, Kinetic by Windstream, Way2Baked, Elite Recovery, United Way, Connexion Church, Kay Clifton Salon, AXON, Bigg Daddys, Tiamtisack Bounny Asian Market, ETCO Employment

Solutions, River of Hope Counseling, Cornelia Methodist Church, Carquest Auto Parts, Henry L Simmons Law, Foothills Dance Studio).

6. Completed Community Activity Report for December.
7. Completed Main Street Monthly report for January.
8. Published 4 weekly newsletters.

Community Development & Special Projects.

1. Began working on training modules from Retail Strategies.
2. Reached out to potential new members to fill vacancies on the DDA board and HPC board.
3. Finished uploading the necessary documents to the DCA dropbox for Main Street accreditation.
4. Completed 2025 Community Self-Assessment for Main Street accreditation.
5. Met with new Economic Development Coordinator Yvonne Marinelli and new Main Street Manager Rosie Cantrel from Clarkesville to discuss collaborative efforts in the future.

Water Pollution Control Plant

Report for December 19, 2025 thru January 20, 2025

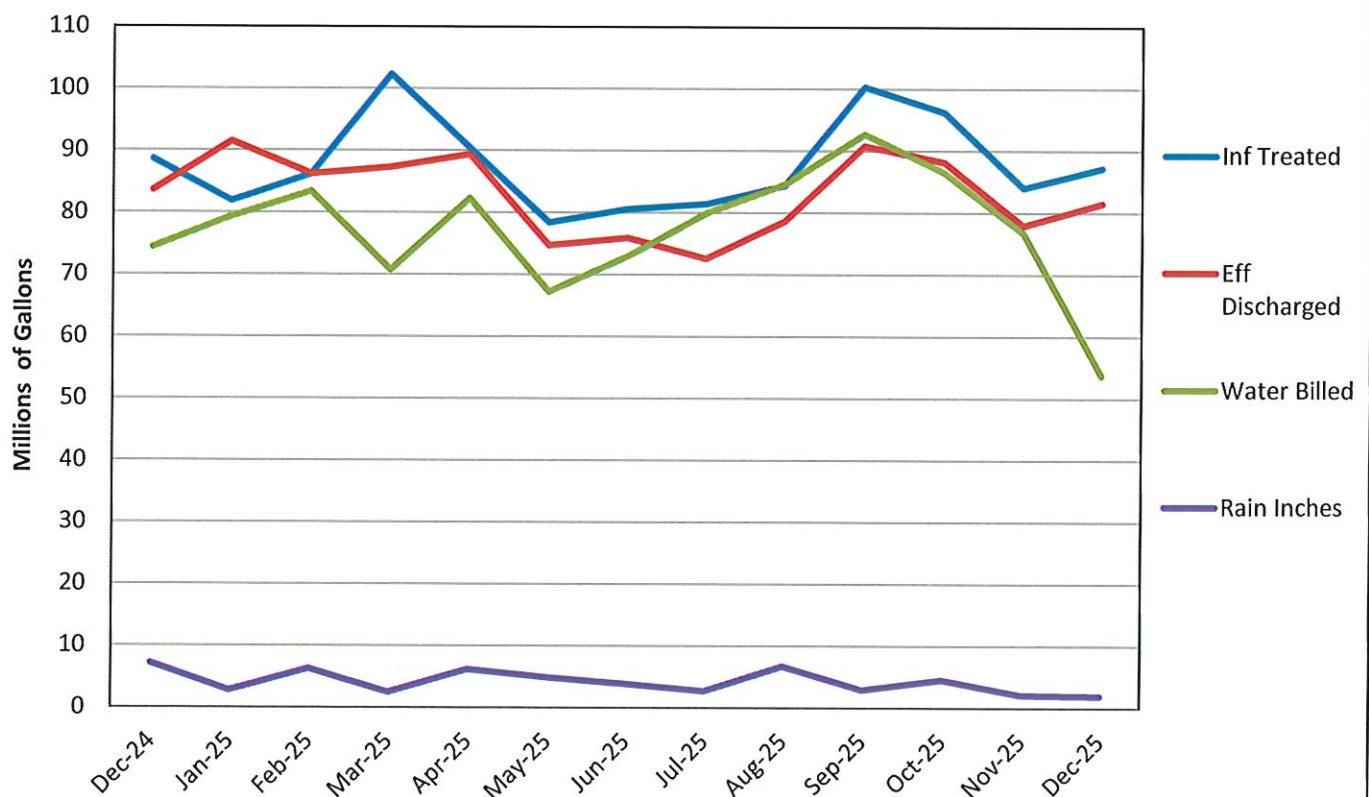
Monthly Treatment Totals

Parameter	Measurement	Units of Measure
Inf Treated	91.9	Million Gallons
Eff Discharged	85.3	Million Gallons
Influent BOD	90.3	Tons
Influent TSS	73.3	Tons
Solids to Landfill	193.6	Wet Tons
Dry Solids Removed	39.6	Dry Tons

Wastewater Treatments Projects & Events

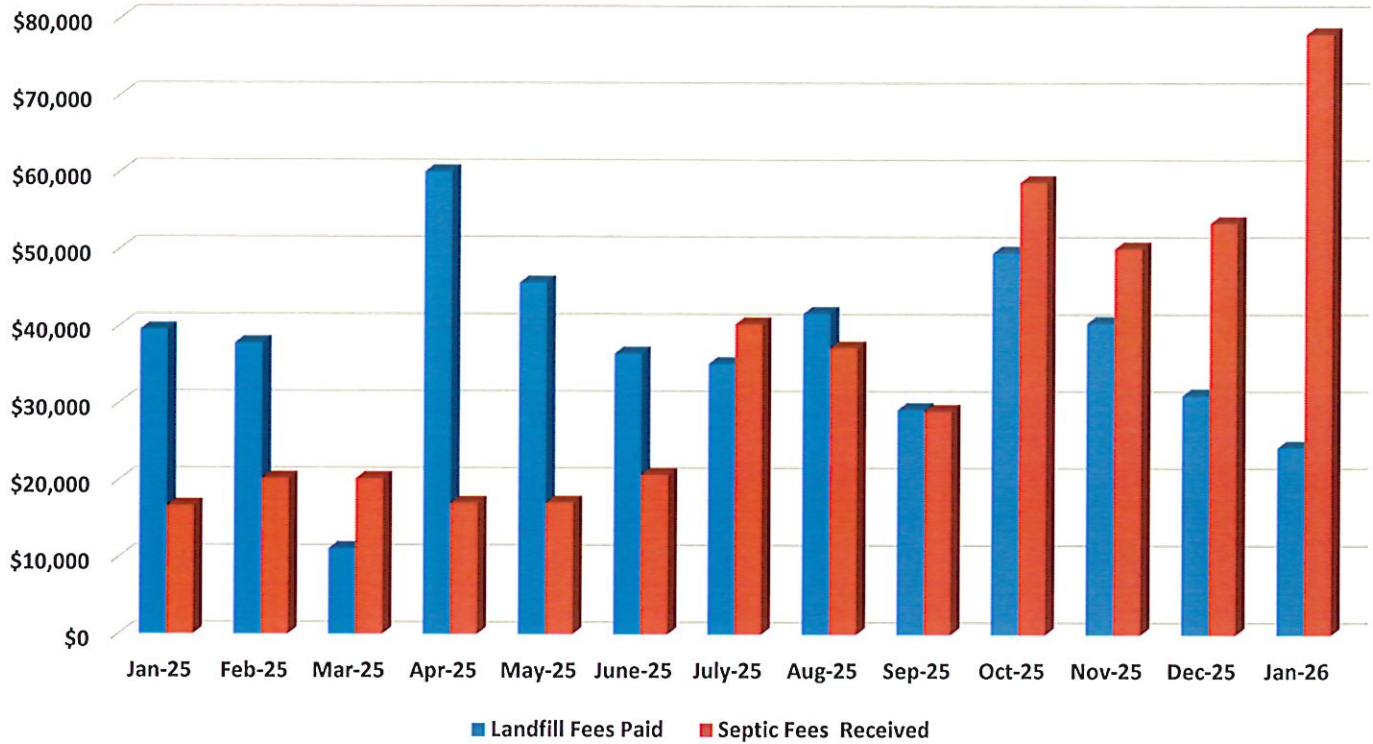
- 100% compliance for January
- Submitted for Platinum Award from GAWP 2025 Perfect Compliance

Sewage Treated vs Billed Monthly

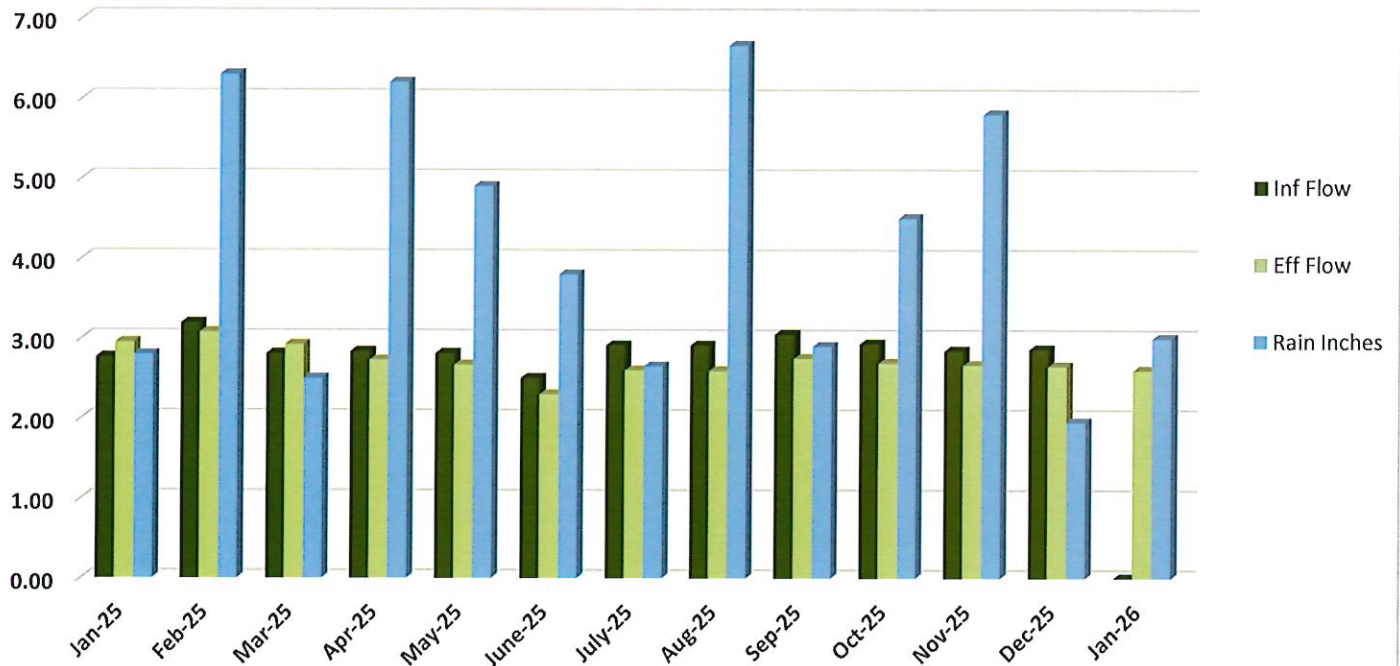


Billed Data for December 2025

Landfill Fees Paid vs Septic Fees Received 2025



Influent & Effluent Avg Flow: Total Rain Inches



Equipment Repair, Replacement, & Enhancement

Description	Equipment	Cause	Status	Cost
Digester #2	Diffusers	Clogged	Cleaning	\$11,000
Belt Press	HMI	End of Life	Replaced	\$12,360
Disk Filter #1	Backwash Pump	Mechanical Seal	Replaced	\$1,800
Filter Backwash Station	Pump	End of Life	Rebuilding	\$28,000
Digester	Blower #1 Gear Box	End of Life	Replacing	\$28,000

Industrial Pre-Treatment Violations

Industry	Surcharge Parameter	Violation/Fine	Surcharge
Fieldale	BOD, Amm & TKN	None	\$25,970 (waived)
Ethicon	None	None	None
Salford BBI	None	None	None

December Data. January Industrial Reports not due until February 15

Work Orders Wastewater Plant & Lift Station

December 28 – January 24

Generated Work Orders	42
Completed Work Orders	41
Back-log Work Orders	15

Work Orders Commercial Grease Trap Inspection

January 1 – January 31

Grease Traps Scheduled for Pumping	47
Grease Traps Pumped	47
Non-Compliant	0

Plant Operations

- Solids Handling: Normal
- Summary: N/A
- Disk Filters: Normal
- Summary: N/A
- Phosphorous/Ammonia Issues: Normal
- Summary: N/A
- Other: Digester #2 diffusers are clogged putting back pressure on the blower. Blower #1 gear box failed. Replace \$28,000. Blowers need servicing (overhaul).
- Summary: Digester #1 diffusers cleaned and back in service. Digester #2 diffusers scheduled to be cleaned process of pulling down the digester

Water Treatment Plant

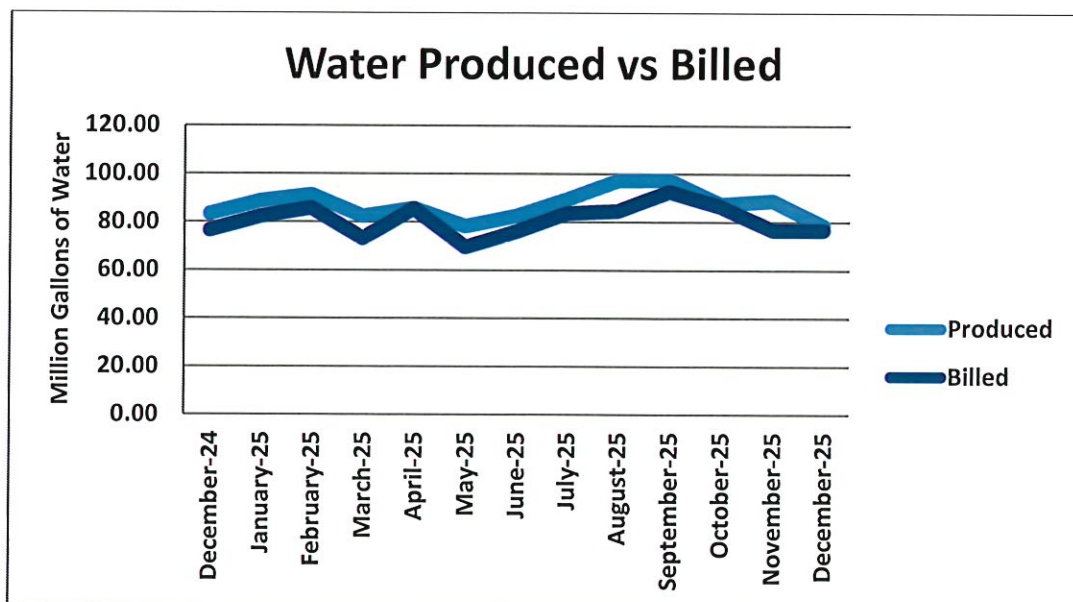
Water Quality

All measured water quality parameters met State and Federal Guidelines for Drinking Water.

Water Quality Concerns	Description of Concern	Action Taken
0	N/A	N/A

Water Production Quantities

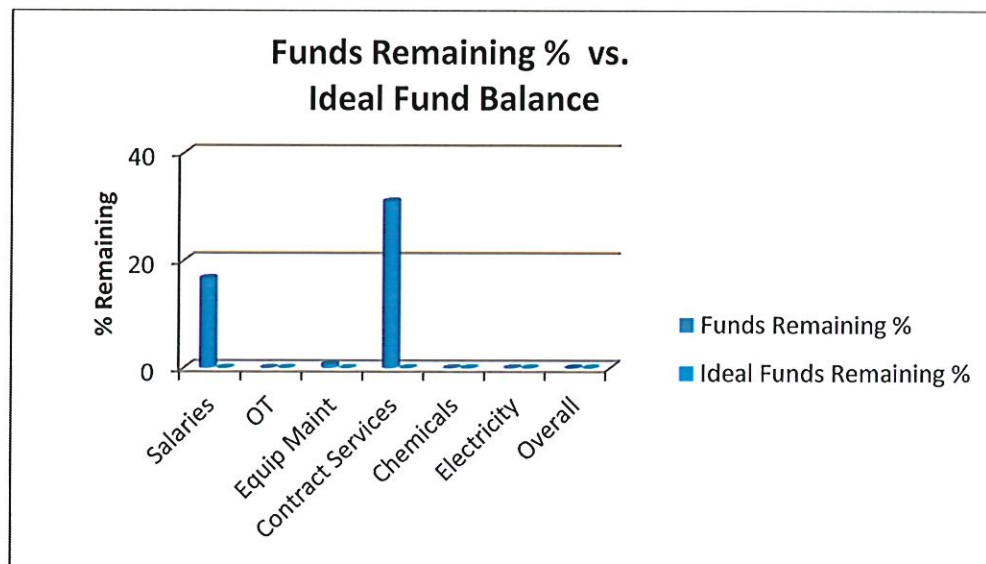
- Water Produced in December of 2025 was 78.63 MG.
- Water Billed in December of 2025 was 76.69 MG.
- The WTP recorded 2.47 inches of rain to date for January 2026.
- The Off Stream Impoundment level is 22.8 feet.
- The Reservoir level is 1' 11" below full pool.



Above flow graph and other flow Information based on the billing periods

Water Treatment Projects/Events

- Monthly EPD reports.
- Routine monthly sampling.
- Scheduled preventative maintenance.
- Hazel Creek - Turbidity sample and manual level measurements.
- Reservoir - 1st Quarter Engineer Dam Inspection.
- Off Stream Impoundment - 1st Quarter Engineer Dam Inspection.
- Mt. Airy & Baldwin meters - Calibration verification.
- KmnO₄ pump - Replace with backup pump.
- KmnO₄ pump - Repaired leak on discharge line.
- Raw Water Pump Station - Replaced pressure transducers.
- Raw Water Pump Station Generator - Replaced batteries.
- Remote locations - Inspect all locations to prepare for winter storm.
- Hazel Creek - Start up new pump.
- Hazel Creek - Daily measurement of creek level and recording daily withdraw on site due to no communication.
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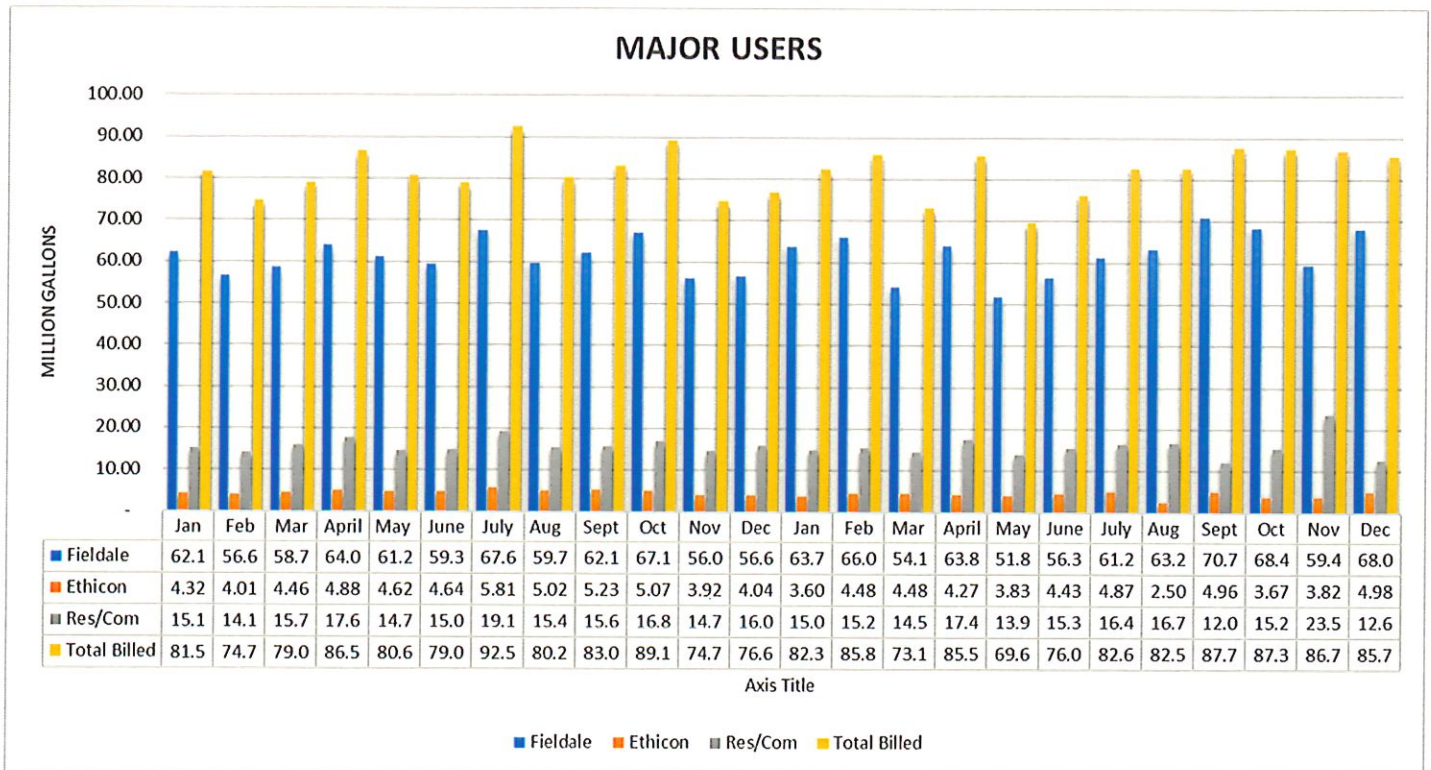


Water-Sewer-Storm January 2026

Work Orders and Cost Summary

Department	WO Qty	Labor	Part	Supplier	Tool	Misc	Total	Cost %
Wastewater Plant	35	\$308.75	\$0.00	\$0.00	\$0.00	\$0.00	\$308.75	1.86%
Meter/Billing	9	\$1434.50	\$70.00	\$0.00	\$0.00	\$0.00	\$1504.50	9.08%
Water	22	\$4617.00	\$6071.20	\$0.00	\$0.00	\$0.00	\$10688.20	64.51%
Sewer	13	\$1957.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1957.00	11.81%
Storm Water	1	\$57.00	\$0.00	\$0.00	\$0.00	\$0.00	\$57.00	0.34%
Lift Station	4	\$2052.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2052.00	12.39%
Report Totals	84	\$10426.25	\$6141.20	\$0.00	\$0.00	\$0.00	\$16567.45	

Major Users



General Activity:

- 72 hrs. Lift Station Maintenance.
- 26 - 811 Locates
- 7 - Customers contacted with high water usage
- 36 hrs. Water distribution shop
- 57 Meters On/Off's/Issues
- 6 - Meter installation/Swapped
- 4 - Water leak repairs/Issues
- 4 - Sewer blocks/Issues

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- Storm drains maintenance

PROJECTS/EVENTS:

- Repaired Water Leaks: Wayside St (Waste Away), Carpenters Cove (Lowes), 320 Chattahoochee St, 159 Chamber Ave.,
- Sewer Blocks: 189 Galloway St., Jim Smith Park, Julia St., 178 Grandview Circle,
- Storm Projects: Installed Speed Bump on Nacoochee St
- Special Project on Free Street: Prepped, cut road and removed asphalt, dug 180 ft of ditch, laid 2-inch PVC pipe, covered and placed gravel, flushed hydrant, tested water.
- BC Grant Force Main leak repair
- Free Street water main & services 95% complete