



## City Manager's Monthly Report for August 2025

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Steve and I have been working with the attorneys for Kinetic to finalize the sponsorship agreement for the amphitheater. We should have the agreement finalized very soon so that both parties can sign it and make it official. In the meantime, I have been working with Nicole Payne on the logo that they want to use for the signage at the park.

I met with Kenny Miller with Carter & Sloope to see about adding parallel parking spaces on Rosa Parks when we pave the road next year. This should not be a problem because the existing travel lanes are 15 feet wide so we can reduce the size of the lanes to 12 feet, which is the standard road width. This will still leave plenty of room to construct a sidewalk as well.

We met with our Bond Attorney, Ken Pollock, to discuss funding options for the construction of the amphitheater. We feel that the best option is to do a bond through the Urban Redevelopment Agency. The amount is small enough that we will be able to go through a bank instead of public sale. This plus the fact that the bonds will be taxable will get us a better interest rate.

We received notice that we have once again been approved for a CDBG grant in the amount of \$1 million. This marks the fifth year in a row that we have been awarded CDBG funding to help replace our aging infrastructure. These funds will be used to help with the Circle Drive Infrastructure Project which is estimated to cost \$1.9 million.

We are still working through the growing pains of our software conversion to Tyler Technologies. Because of the issues we were delayed in getting the water bills out this month.

Commissioners Bagwell and Griggs will not face opposition so there is no need for a municipal election in November. However, I want to remind everyone that the SPLOST Referendum will be on the ballot.

The Fire Department is working with Life South to hold a Blood Drive this Saturday. The drive will take place at the North Fire Station between 9:00 AM to 3:00 PM.

The Police Department conducted 317 traffic stops, worked 66 motor vehicle accidents, 3 fight calls, 9 shoplifting complaints, and 14 alarms. They responded to a total of 945 calls for the month. The Investigative Division opened 5 new cases; they closed 4 cases and made no arrests. The Narcotics Division has 1 active case; they closed 1 case and made 1 arrest. We distributed 7 car seats and trained 13 care givers.

The Municipal Court managed 283 cases and collected \$9,210 in fines. The Probation Division has 184 active cases and collected \$9,968 in fines. Probationers completed 400 hours of community service with a value of \$2,900.

The Building Department issued 22 permits, reviewed 14 sets of plans, and collected \$12,978 in fees. They completed 58 residential inspections, 20 erosion inspections, and 11 commercial inspections. They issued 5 commercial certificates of occupancy and 8 new home permits.

Code Enforcement opened 22 new cases, closed 25 cases, and issued 2 citations. They currently have 21 active cases.

The Fire Department responded to 118 calls and completed 171 hours of training. The Fire Marshal completed 23 commercial inspections, issued 3 certificates of occupancy, and reviewed 1 set of plans.

The Wastewater Plant treated 78.6 million gallons of sewage. The Water Plant treated 89.4 million gallons of drinking water. We recorded 5.4 inches of rain, so the new reservoir level is at 25.6 feet, and the old reservoir is 3 feet 4 inches below full pool. The Utilities Maintenance Department repaired 13 water leaks and 7 sewer blockages.

Public Works cleaned the Community House after 14 events. They replaced the lights in the Level Grove Traffic Signal. They pruned trees and bushes around the depot in preparation for the Big Red Apple Festival. They repaired one of the HVAC units at City Hall as well as an exhaust fan. They installed the conduit for the restrooms and the sound booth at the new park. They pressure washed and cleaned the Hilliard Wilbanks Memorial at the Community House.

The City Shop repaired 34 vehicles and serviced 46 vehicles.



# PUBLIC SAFETY MONTHLY

Aug. 2025

## POLICE DEPARTMENT

### UNIFORM PATROL

TRAFFIC	
Traffic Stops	317
Susp.Person/ Veh	101
License Check	2
MVA Accidents	66
NON-TRAFFIC	
Fight Calls	3
Burglary	2
Shoplifting/Theft	9
Domestic Calls	11
Drunk/Disorderly	161
Abuse	1
Alarms	14
CONTACTS	
Citizen	2869
Motorist	48
Bank/Funeral	5
REPORTS	
Incidents	22
Accidents	25
Citations	38
<b>TOTAL DISPATCHED CALLS 945</b>	

TRAFFIC UNIT	
Citations Issued	110
DUI	6
DUI Drugs	
Drug Arrests	2
Other Arrest	

### CRIMINAL INVESTIGATIONS

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

NARCAN	
Units Used	

TRAINING	
Virtual Academy	20
Power DMS	
In Service	
Outside	193
TOTAL	213
CAR SEATS	
Seats Distributed	7
Care Givers Trained	13
Police Trained	
SRO	
Incident Reports	
Arrest/ Juvenile	
Calls for service	24
Parent Contact	24
Student Contact	185

Completed the Re-Certification process through the Chief's Association and had many complements of the professionalism of our officers.

Maj. Marsteller has been hosting Intermediate and Advanced level POST classes for our Officers to be able to receive their Intermediate and Advanced Police certifications. Lt. Pontes is the first to be able to achieve his Advanced Certification.

PUBLIC SAFETY MONTHLY

COURT

Aug. 2025

COURT	
Court Cases	283
Fines Paid	\$9,210.00
C.H. Ran	41
C.H. Monies	\$45.00
Walk In's	78


PROBATION

Fines for Cornelia	\$9,968.00
Community Service	
Hours	400
Value of Hours	\$2,900
Active Cases	184

NOTES:

PUBLIC SAFETY MONTHLY

Aug. 2025

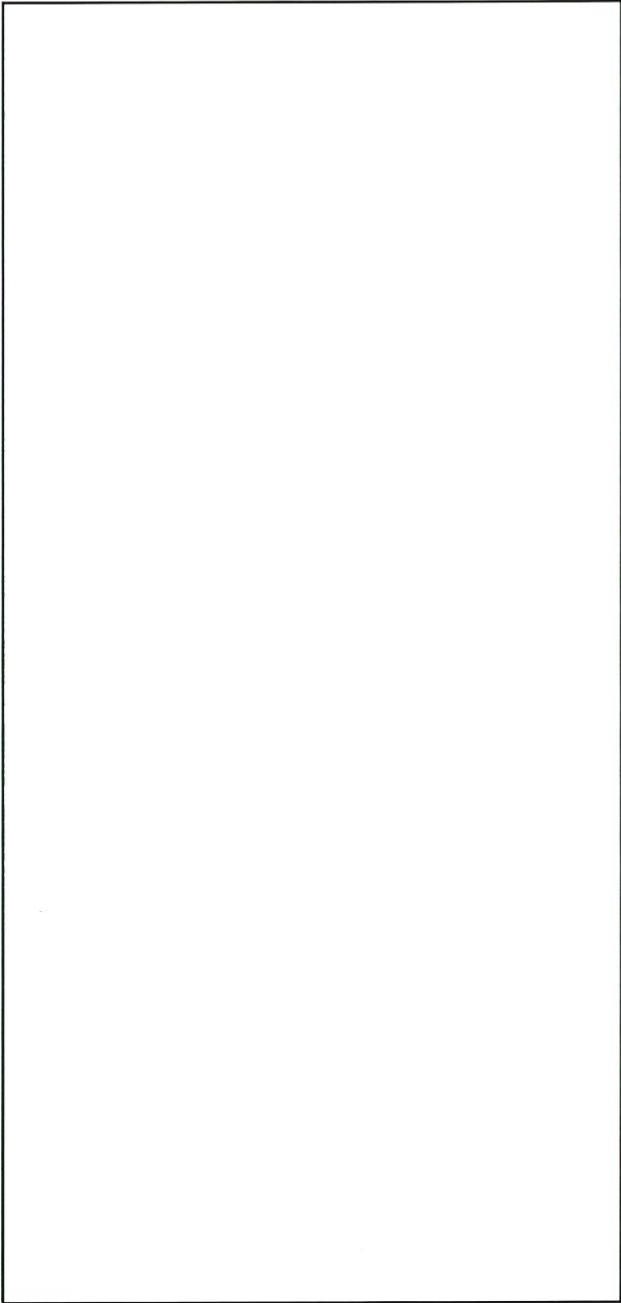
Building Department

Permits Issued	22
Fees Paid	\$12,978.41
Plan Reviews	14
Residential Inspection	58
Erosion Inspection	20
Commercial Inspection	11
New Home Permits	8
Commercial C.O.s	5
Residential C.O.s	

CODE ENFORCEMENT

Cases

New	22
Old	24
Inspections	
Disposition	
Closed	25
Citations	2
Active	21



# PUBLIC SAFETY MONTHLY

Aug. 2025

## FIRE DEPARTMENT

Fire Department participated in or hosted three (3) events, to include Fire Safety Smoke House for all students of Cornelia Elementary School.

The Office of Commissioner of Insurance and Safety-Fire presented the GFIRS/NERIS course in which Officers from across North Georgia attended.

- The Fire Marshal completed:
  - CO's Issued: 3
  - Inspections: 23
  - Violations notice:
  - Plan Reviews: 1
  - Investigations:

### Fire Department

Fire Recovery Money received YTD – 3,997.00

### Monthly Call Response

- 118 calls were responded to during the month.

- 1,014 calls responded to during Year.

### Monthly training hours

- 171 training hours Monthly.

- 2,814 training hours YTD.

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August 2025

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## Cornelia Public Utilities Report

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- 💧 Water Pollution Control Report
- 💧 Drinking Water Treatment Report
- 💧 Utilities Maintenance Report

SEPTEMBER 2, 2025



# Water Pollution Control

*Report for July 22, 2025 thru August 20, 2025*

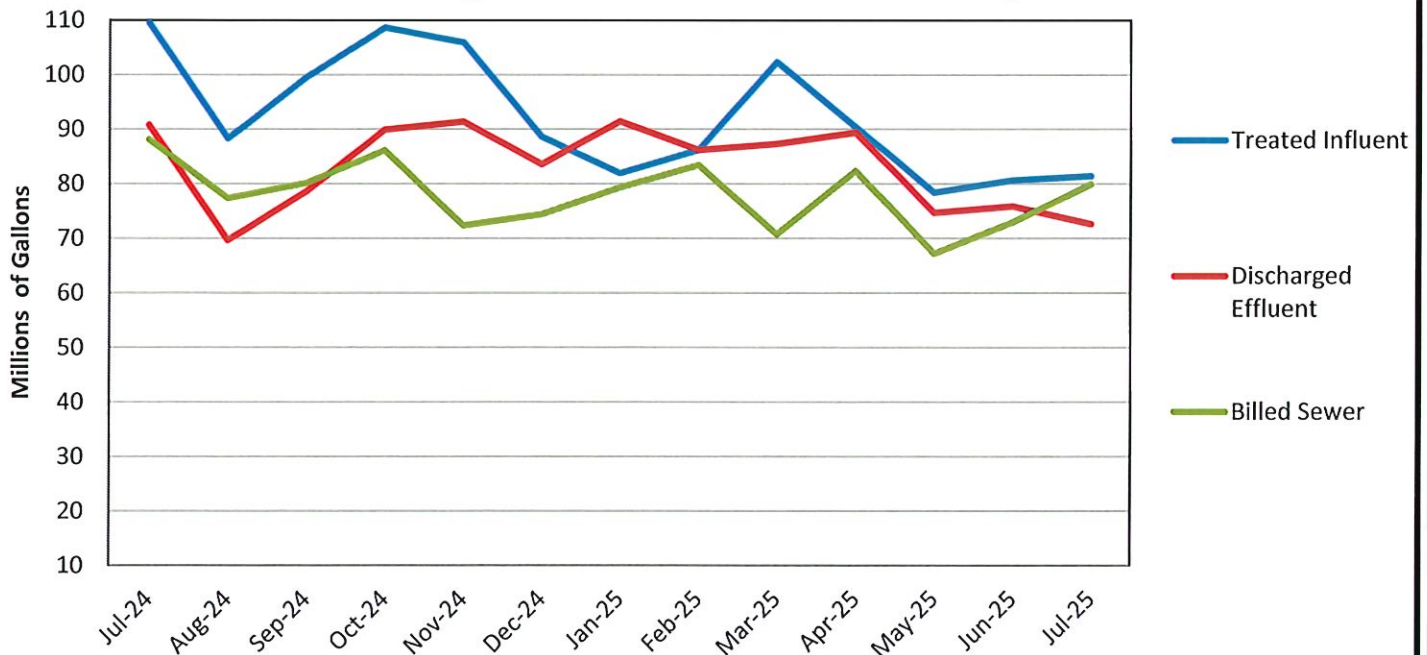
## Monthly Treatment Totals

Parameter	Measurement	Units of Measure
Inf Treated	78.6	Million Gallons
Eff Discharged	84.4	Million Gallons
Influent BOD	86.7	Tons
Influent TSS	71.5	Tons
Solids to Landfill	382.1	Wet Tons
Dry Solids Removed	72.0	Dry Tons

## Wastewater Treatments Projects & Events

- 100% compliance for August.
- Completed DMR/QA Lab Certification Test
- Working on painting all concrete structures

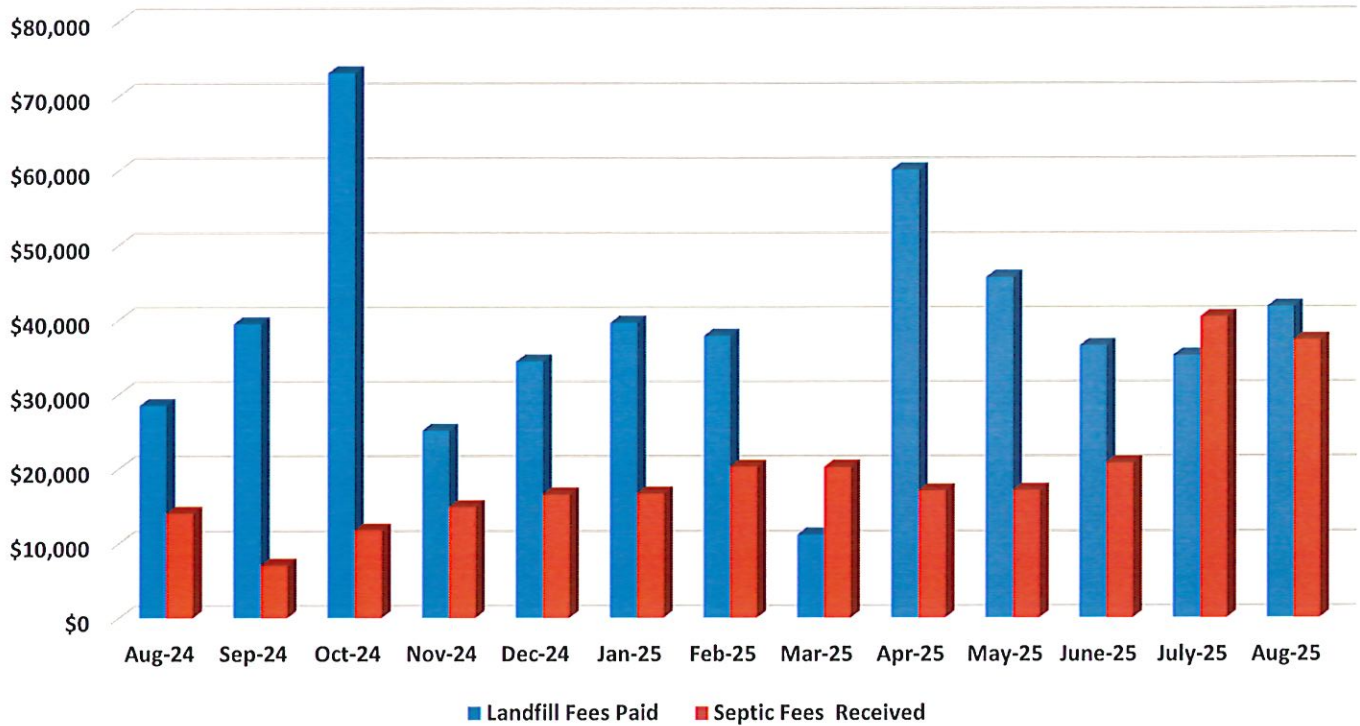
## Sewage Treated vs Billed Monthly



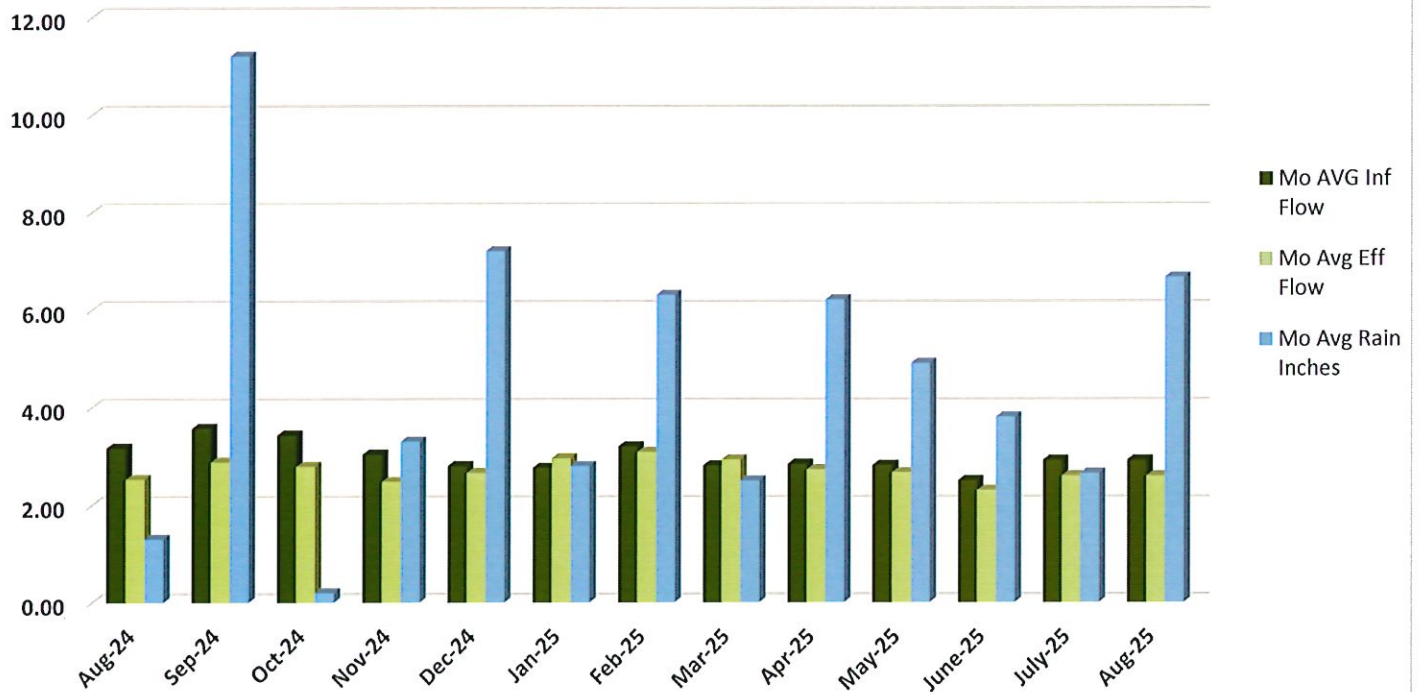
*Billed Data for July 2025. August data not Available*



## Landfill Fees Paid vs Septic Fees Received 2025



## Influent & Effluent Avg Flow: Total Rain Inches



## Equipment Repair, Replacement, & Enhancement

Description	Equipment	Cause	Status	Cost
Disk Filter	Pump	End of Life	Repaired	\$1,500
Aeration Basin Mixer	MCC Control Panel	End of Life	Replaced	\$2,200

## Industrial Pre-Treatment Violations

Industry	Surcharge Parameter	Violation/Fine	Surcharge
Fieldale	BOD, TSS, TKN, Phos & Amm	BOD, Phos, Flow & TSS \$11,150	\$76,197 (waived)
Ethicon	None	None	None
Salford BBI	None	None	None

*July Data. August Industrial Reports not due until September 15*

## Work Orders Wastewater Plant & Lift Station

*July 20 - August 23*

Generated Work Orders	47
Completed Work Orders	69
Back-log Work Orders	4

## Work Orders Commercial Grease Trap Inspection

*August 1 - August 31*

Grease Traps Scheduled for Pumping	4
Grease Traps Pumped	4
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: Normal
- Summary: N/A

# Drinking Water Treatment

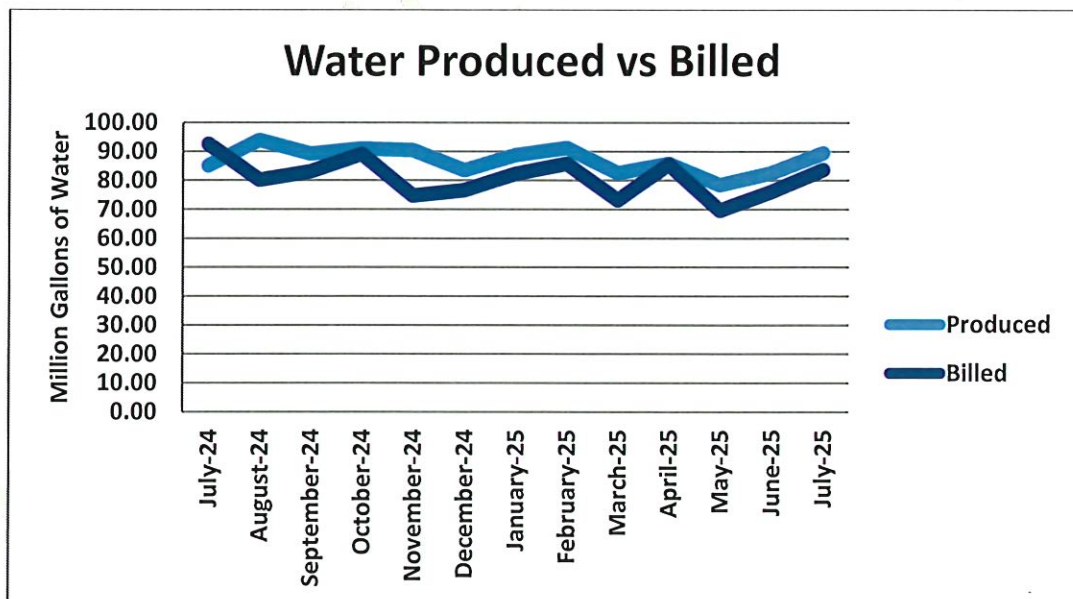
## Water Quality

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

Water Quality Concerns	Description of Concern	Action Taken
1	Air in newly filled water main	Flushed system to remove air.

## Water Production Quantities

- Water Produced in July of 2025 was 89.40 MG.
- Water Billed in July of 2025 was 83.64 MG.
- The WTP recorded 5.44 inches of rain to date for August 2025.
- The Off Stream Impoundment level is 25.6 feet, 2.9 feet below maximum capacity.
- The Reservoir level is 3' 4" below full pool.



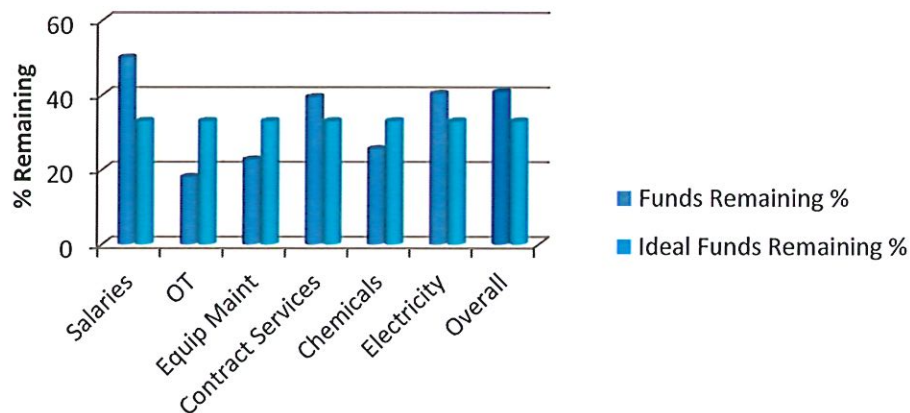
\*Above flow graph and other flow Information based on the billing periods\*



## Water Treatment Projects/Events

- Routine monthly sampling.
- Scheduled preventative maintenance.
- Monthly EPD reports.
- Semi-Annual Report
- HS Meter – Calibration verification.
- Hazel Creek – Reinstalled fence behind pump station.
- Chenocetah - Repaired fence damaged in storm.
- K-way – Replace pressure transducer.
- WTP - Repaired fence damaged in storm.
- WTP - Poured concrete pad for sum pump discharge.
- WTP - Cut grass close to Plant.
- Low Head Dam – Weedeat.
- RC Mower - Replaced PTO belt.
- Settled Turbidimeter - Replaced vile.
- Train 1/Clarifier - Annual cleaning and inspection.
- Chenocetah and Grandview - Perry Gas filled propane.

**Funds Remaining % vs.  
Ideal Fund Balance**





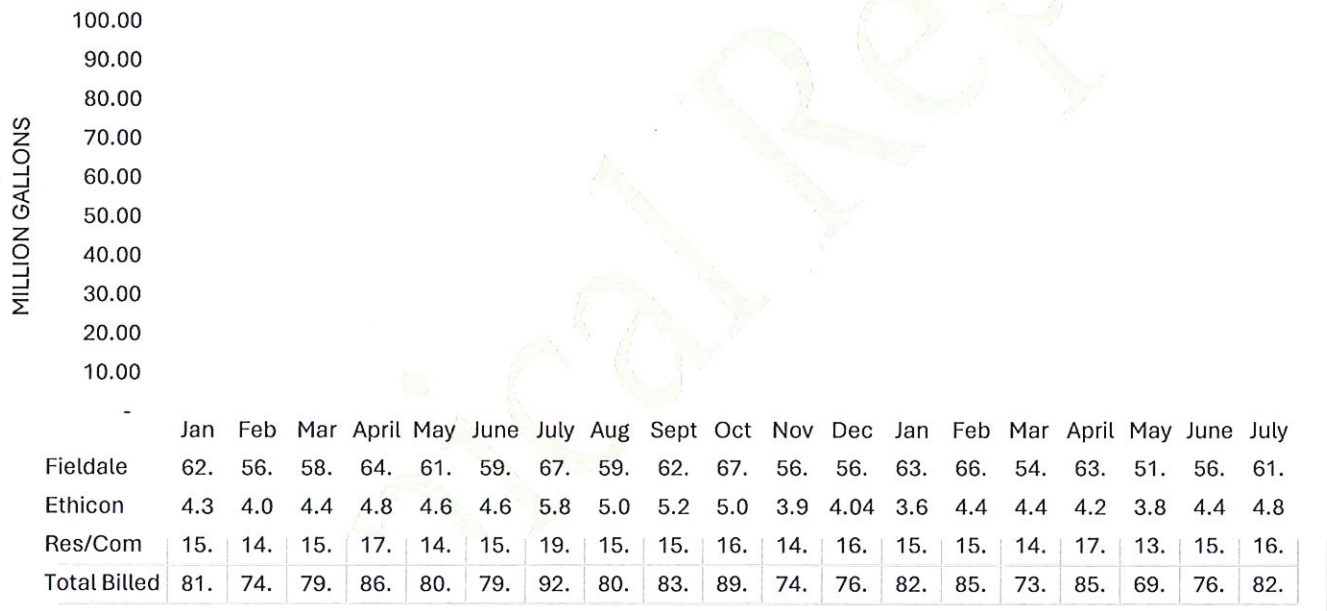
## Utilities Maintenance

### *Work Orders and Cost Summary*

Department	WO Qty	Labor	Part	Supplier	Tool	Misc	Total	Cost %
Wastewater Plant	69	\$707.75	\$0.00	\$0.00	\$0.00	\$0.00	\$707.75	2.52%
Meter/Billing	7	\$646.00	\$4405.00	\$321.65	\$0.00	\$0.00	\$5372.65	19.16%
Water	20	\$5700.00	\$1084.60	\$0.00	\$520.00	\$0.00	\$7304.60	26.05%
Sewer	9	\$1786.00	\$3.88	\$8822.54	\$166.00	\$0.00	\$10778.42	38.43%
Storm Water	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Water Plant 1439	35	\$494.00	\$0.00	\$0.00	\$0.00	\$0.00	\$494.00	1.76%
Lift Station	4	\$3353.50	\$35.00	\$0.00	\$0.00	\$0.00	\$3388.50	12.08%
<b>Report Totals</b>	<b>145</b>	<b>\$12687.25</b>	<b>\$5528.48</b>	<b>\$9144.19</b>	<b>\$686.00</b>	<b>\$0.00</b>	<b>\$28045.92</b>	

### *Major Users*

## MAJOR USERS



### *General Activity:*

- 80 hrs. Lift Station Maintenance.
- 80 hrs. Splash Pad Daily Maintenance.
- 108-811 Locates
- 11 Customers contacted with high water usage
- 104 hrs. Amphitheatre
- 84-Meters On/Off's
- 10-Meter installation
- 13 Water leak repairs
- 7-Sewer blocks/Issues
- Storm drains maintenance

### *PROJECTS/EVENTS:*

- Repaired Water Leaks: 166 Chambers, 187 E Walnut, 322 Stonecypher, 746 Old Cleveland Rd., 320 Whispering Willow, 334 MoDoc Dr., 358 Ridgeway, 150 Chase Summit, OZK Bank/Baldwin Rd. Free St, Waste away on Wayside St. Georgetown Apts, 1046 Chase Rd.
- Sewer blocks cleared: 208 Tiny Ridge Dr., 521 Yonah St., 245 Short Ave, 419 Yonah S., 266 Hoyt St., 124 Esta Dr. Continued laying pipe at the Amphitheatre, and demo of buried railroad tracks



## **Public Works Monthly Report for August 2025**

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

The chipper completed a route and started a new one.

The landscape crew worked on the route.

The bush-hog worked on the route.

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

Street R.O.W was cut around the city.

All work orders were completed as they came in – 25

The Community House was cleaned 14 times.

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

We repaired or replaced street signs as needed.

We set up for and cleaned up after the catch me in Cornelia event but it was canceled.

We've worked on trimming the street R.O.W.

We worked in the flower beds around the city.

We worked at the Depot pruning bushes and trees.

Street signs were cleaned around the city.

We worked on the traffic light on Level Grove Road replacing lights.

We worked on the Merry-Go-Round in Library Park, waiting for parts to finish repair and reinstall.

We repaired the sidewalk in all the places where it was cut to replace power poles.

We worked at City Hall remounting the payment box, replacing an exhaust fan, and repairing an A/C.

We started installing underground conduits at the amphitheater site. Waiting on Higgins to be able to finish installation.

The playgrounds were sprayed for spiders several times.

We pressure washed and cleaned the monument at the Community House.

We patched holes in the road on MLK and Chatham.

All the A/C filters were replaced around the city.

The toilet was repaired at the Splash Pad restroom.

We worked on the garbage truck and the chipper making repairs and doing maintenance.

The metal sign at the baseball field were taken down and repainted.

## MONTHLY REPORT

7/31/2025	B95 backhoe FD marion trk 2	service service & replaced batteries & worked on siren wiring
8/1/2025	truck # 19 truck # 10 massey tractor bushhog car # 119	service service service replaced drive shaft clutches service & replaced tires & left front axle
8/4/2025	truck # 26 kubota excavator truck # 6 truck # 44 john deere excavator truck # 33 truck # 34 truck # 45	service service service service service service service
8/5/2025	truck # 17 truck # 13 truck # 5 truck # 28	service service service & replaced tires & front brakes & rotors service
8/6/2025	truck # 16 truck # 25 truck # 8 3930 tractor code enforcement trk IT explorer	service worked on lights service service service service
8/7/2025	truck # 25 wwtp mule kubota skid steer car # 117 kumatsu excavator kubota excavator	picked up trk in gainesville & serviced trk service service service & fixed coolant leak service service
8/8/2025	truck # 42 city hall equinox wheelloader code enforcement trk fire chief trk FD utility trk	service service service replaced 4WD switch service service
8/11/2025	truck # 36 FD marion IT F 150	service & replaced tires service service



## MONTHLY REPORT

FD pierce	service
8/12/2025 FD explorer shop car # 103	service cleaned up around shop service & replaced tires
8/13/2025 car # 104 car # 119 car # 114	service replaced radiator replaced crossover coolant pipe
8/14/2025 vac truck	service
8/15/2025 car # 125 truck # 44 w/s generator	replaced spark plugs & wires fixed brake lights cleaned carburetor
8/18/2025 B95 backhoe vac truck car # 106	replaced front bucket blade fixed auxillary engine charged a/c
8/19/2025 kubota excavator truck # 36 car # 118	replaced bucket teeth worked on radio service & replaced tires
8/20/2025 car # 111 truck # 13 FD pierce	service fixed tire fixed air leak

# MONTHLY REPORT

8/21/2025	lawnmower car # 122 truck # 26	fixed tire service fixed tire
8/22/2025	car # 101 FD utility truck # 30	service & replaced front brakes fixed engine on pump fixed electric tarp
8/25/2025	car # 103 car # 115 truck # 13	replaced vacuum booster service serviced transmission
8/26/2025	car # 106 truck # 13 truck # 27	replaced tires replaced batteries fixed tire
8/27/2025	PW polaris ventrac	replaced front brake pads replaced front & rear axle bearings & seals & changed hydraulic oil