

**REGULAR COUNCIL MEETING
CITY OF SKY VALLEY, GEORGIA
DECEMBER 15, 2015
TUESDAY, 10:00 AM
FELLOWSHIP HALL, 817 SKY VALLEY WAY**

AGENDA

CALL TO ORDER

INVOCATION/PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

November 17 Regular Council Meeting

ADOPTION OF AGENDA

MAYOR'S REMARKS

COUNCIL REMARKS

CITY MANAGER & DEPARTMENT REPORTS – EXCEPTIONS AND QUESTIONS

NEW BUSINESS

- Resolution Declaring Surplus Property (1999 Ford Crown Victoria)
- Resolution Amending the 2015 Budget
- 2015 Capital Expenditures
- Letter from Marla Floyd

PUBLIC FORUM AND GENERAL COMMENTS

EXECUTIVE SESSION

Meetings when discussing or deliberating upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer. .C.G.A. § 50-14-3(6). (Except when receiving evidence or hearing argument on charges filed to determine disciplinary action or dismissal of a public officer or employee.)

ADJOURNMENT

Departmental Report by the City Manager

December, 2015



Announcements -

City Hall Holiday Closures

Thursday, December 24 – Recycling pick-up will be Wednesday, December 23

Friday, December 25

Friday, January 1

Monday, January 18 – Garbage pick-up will be Tuesday, January 19

2015 Tax Bills

Property tax bills have been mailed and are due December 20th. If you have not received your tax bill, please contact Alyssa Mullins for a duplicate billing. If you purchased your property during 2015, the tax bill likely went to the previous owner but is your responsibility. Please contact City Hall for a copy.

2016 Homestead Exemption

If you are not currently claiming the homestead exemption in the city and the county separately, you must file in person by April 1, 2016 to claim the 2016 exemption. Qualification requires that you must own and occupy the property as of January 1 as your primary domicile and legal residence for all purposes. Exemptions are not automatically granted. Special exemptions are available if you are 100% military service connected disabled or their un-remarried spouse, or the un-remarried spouse of a peace officer or firefighter killed in the line of duty. Once approved, the exemption remains in effect as long as you own and reside in your home subject to periodic audits to verify continuing eligibility.

Alpine Drive – One Way

The one-way signage for Alpine Drive between Spicewood Lane and 896 Alpine Drive near Alex Mountain Drive is being installed this morning. Please be aware of this change and adhere to all signage effective immediately.

Verizon Cell Tower

Construction for the new Verizon cell tower has begun.

Building Inspection/Code Enforcement -

Building Permits

Please be reminded that work done on your home may likely require a permit. When in doubt, please contact the Building Inspector's Office or City Hall. If you are found to be doing work without a permit, your first offense will subject you to a penalty fee equal to double the cost of the permit, a \$50 minimum. The homeowner is ultimately responsible for making sure his/her contractors obtain the necessary permits.

Permits are required for, but not limited to, all structural, mechanical, electrical, plumbing, soil & erosion, roofing, decking, stairs, concrete, tree cutting, additions and remodeling. Many repair permits have no cost associated with them but are still required and will still be subject to the penalty fee if they are not properly obtained.

Public Works -

Leaf Collection

We will continue to systematically work our way throughout the city collecting leaves from the ditches. We do not want the leaves to stop up our culverts, so if you have filled your ditch exceptionally full, please call City Hall and let us know. Likewise, if you bag your leaves, please call City Hall to pick up the bags. They will not be picked up with regular household garbage. It is very important that nothing is mixed in with your leaves such as limbs or trash.

Tree Cutting/Chipping/Mulch

Please don't forget that any tree with a trunk that is 25" or more in circumference at 18" above the ground requires a permit for cutting, trimming & topping. If you had to obtain a permit to cut, it would not qualify for city chipping service. Contractors are responsible for the removal of all tree cuttings within 14 days. Homeowner chipping service is done on the 2nd and 4th Tuesday of the month, weather permitting. Please take this schedule into consideration when planning your trimming. The City provides 15 minutes of chipping service to every homeowner each month at no cost. Chipping service is then provided at a rate of \$100/hour for any time exceeding the first 15 minutes. Cuttings must be less than 8" in diameter and must be stacked in one direction on the right-of-way, out of the road and not in an area that will block culverts or otherwise impede storm water drainage. We cannot chip small yard debris, vines, thorn bushes, small shrubbery clippings, railroad ties, landscape timbers, or similar type items. The chipping service is designed for limbs and small trees only. All other yard waste must be bagged.

Mulch from our chipping service is available for purchase from the City for \$25 per load delivered.

Water -

Automated Bank Draft

Don't forget that we offer automated bank draft for water/garbage billings. Please contact Alyssa Mullins at City Hall to sign up for this service. Remember, your account will automatically be drafted for the total amount due each month. You will still receive a paper bill so that you can continue to audit the water usage and billing amount each month.

Winterizing

City Ordinance requires that all residences vacated during winter months be winterized to protect the plumbing from freezing. Under no circumstances may a water tap be left open to prevent freezing while you are away from your home. This practice is prohibited and a violation of water use conservation by GA EPD. Any vacated residence detected using water by the City will be assumed to have faulty plumbing internally. Upon this assumption the City will turn off the water to prevent additional damage to the property and attempt to contact the property owner. If you have already left and did not turn off your homeowner valve, please call City Hall. We will be happy to provide this service for a nominal fee of \$10.

Solid Waste -

Garbage & Recycling Pick-up

The City is picking up household garbage on Mondays and recycling on Thursdays. Please do not put garbage out on Thursday. If you need to dispose of garbage during the week, you are welcome to use the dumpster/compactor on Knob Drive behind the postal facility.

Please note, if your underground cans are in disrepair, you will need to discontinue their use or replace them. We have a constant problem with untied bags and loose trash in the underground cans. If you are using an underground can, you should have a removable liner. If you do not have the liner that our garbage collectors can lift out of your underground can, you will need to discontinue use until replaced. This is for the safety of our garbage collectors.

Don't forget that garbage should not be placed out for pick-up any earlier than the morning of the service. Animals scatter garbage even when put in the underground cans. Our garbage collectors are not responsible for picking up any garbage that is not properly bagged once they arrive. The compactor at the tractor barn on Knob Drive can be utilized when you need to take your garbage somewhere prior to a garbage collection day. This is especially important when your garbage contains food items. NO garbage other than regular bagged household garbage should be put out by the road or in any dumpster or compactor.

Any contractors or residents found dumping lumber, carpeting, paint, furniture, appliances, or any other non-bagged household garbage in the dumpsters or compactor will be cited and fined up to \$1,000. Construction debris and other such items should be hauled to the transfer station on Boggs Mountain Road in Tiger.



Reduce... Reuse... Recycle...

Reduce the amount and toxicity of trash you throw away

Reuse containers and products

Recycle as much as possible and buy products with recycled content

Balance Sheet - as of October 31, 2015

General Funds	
General Fund Cash	1,112,409.96
Municipal Court	10,230.43
Petty Cash	300.00
Accounts Receivable	
Due from Other Funds	30,291.26
SPLOST Fund	3,441.14
Total Assets	1,156,672.79
Liabilities	
Deferred Revenue (Property Taxes)	304,520.36
Funds Remaining in 2015 Budget	182,637.15
Accounts Payable	19,740.14
Due to Other Funds	-
Total Liabilities	506,897.65
Balance	649,775.14
Restricted Funds	
Prepaid Expenses	250.00
General Government (Buildings)	49,962.00
Road Improvements (Includes SPLOST)	844.33
Police	-
Admin (Vehicle Replacement)	10,000.00
Total Restricted Funds	61,056.33
Total Unrestricted Fund Balance	588,718.81
Enterprise Funds	
Combined Utility Fund Cash	768,432.93
Accounts Receivable	
Total Current Assets	768,432.93
Current Liabilities	
Prepaid Accounts	4,207.50
Deposits for Water Service	300.00
Due to Other Funds	30,291.26
Total Liabilities	34,798.76
Restricted Funds	
GEFA Debt Service Reserve	126,555.00
Net Assets	607,079.17
Local Restrictions on Funds	
Water (Depreciation)	77,600.00
Sewer Project	15,000.00
Solid Waste (Depreciation)	17,451.00
Total Locally Restricted	110,051.00
Total Unrestricted Net Assets	497,028.17
Hotel/Motel Tax Fund	
Accommodations Tax Received	13,058.21

	November	January - November 2015	Budget	% of Budget	Budget Balance
General Fund					
Taxes	336.73	1,025,416.58	988,285.00	103.76%	(37,131.58)
Licenses & Permits	975.00	14,927.80	11,000.00	135.71%	(3,927.80)
Intergovernmental Revenue	-	24,696.89	25,550.00	96.66%	853.11
Charges for Service (includes contributions for marketing)	1,009.85	104,453.52	51,200.00	204.01%	(53,253.52)
Fines & Forfeitures	-	5,441.28	1,000.00	544.13%	(4,441.28)
Investment Income	5.81	1,213.78	2,700.00	44.95%	1,486.22
Rents	600.00	10,650.00	12,000.00	88.75%	1,350.00
Refunds & Reimbursements	634.00	8,654.04	1,000.00	865.40%	(7,654.04)
Interfund Transfers	-	356,868.20	435,300.00	81.98%	78,431.80
Total Income	3,561.39	1,552,322.09	1,528,035.00	101.59%	(24,287.09)
Operating Expenses					
Legislative	80.00	9,128.29	12,500.00	73.03%	3,371.71
Executive	29.10	2,691.40	4,700.00	57.26%	2,008.60
Elections	726.00	1,859.50	3,000.00	61.98%	1,140.50
Administration & General Government	9,942.11	218,690.83	246,895.00	88.58%	28,204.17
Judicial	-	1,038.03	4,810.00	21.58%	3,771.97
Police	22,849.15	263,431.91	350,270.00	75.21%	86,838.09
Fire & Rescue	-	43,500.00	58,000.00	75.00%	14,500.00
Roads	18,831.47	178,476.48	221,500.00	80.58%	43,023.52
Housing & Development	1,110.87	15,361.17	36,500.00	42.09%	21,138.83
Promotion & Tourism (Marketing)	6,014.39	84,136.94	47,850.00	175.83%	(36,286.94)
Total Operating	59,583.09	818,314.55	986,025.00	82.99%	167,710.45
Capital					
Fleet Vehicle Replacement	-	-	10,000.00	0.00%	10,000.00
Equipment Replacement	-	-	4,000.00	0.00%	4,000.00
Road Improvement Program	-	468,223.30	469,150.00	99.80%	926.70
Total Capital	-	468,223.30	483,150.00	96.91%	14,926.70
Contingency	-	24,810.00	24,810.00	100.00%	-
Depreciation	-	34,050.00	34,050.00	100.00%	-
Total Expenditures		1,345,397.85	1,528,035.00	88.05%	182,637.15
Net Income		206,924.24	-		
Hotel/Motel Tax Fund					
Accommodations Tax	1,472.56	11,740.20	5,000.00	234.80%	(6,740.20)
Expenses	-	-	-	-	-
Tourism & Promotions	-	-	3,000.00	0.00%	3,000.00
Operating Transfer to General Fund	-	-	2,000.00	0.00%	2,000.00

	November	January - November 2015	Budget	% of Budget	Budget Balance
Water					
Water Charges	32,715.85	364,318.07	388,000.00		23,681.93
Tap on Fees	-	-	2,500.00		2,500.00
Late Fees, Interest, Reconnect	502.08	3,278.53	2,400.00		(878.53)
Bad Check Fees	-	30.00	-		(30.00)
Other Charges for Service	-	-	-		-
Meter Turn On/Off	30.00	350.00	300.00		(50.00)
Interest Revenue	-	965.50	1,300.00		334.50
Total Income	33,247.93	368,942.10	394,500.00	93.52%	25,557.90
Operating Expenses					
Personal Services	4,976.54	61,112.03	84,630.00		23,517.97
Purchased/Contracted	2,014.75	37,076.75	49,640.00		12,563.25
Supplies	4,555.21	53,885.99	54,200.00		314.01
Depreciation	-	-	174,239.00		174,239.00
Debt Service	10,043.95	110,483.45	126,555.00		16,071.55
Expenses	21,590.45	262,558.22	489,264.00	53.66%	226,705.78
Net Income	11,657.48	106,383.88	(94,764.00)		

	November	January - November 2015	Budget	% of Budget	Budget Balance
Solid Waste					
Refuse Collection Services	16,355.20	173,430.89	209,000.00		209,000.00
Total Income	16,355.20	173,430.89	209,000.00	82.98%	209,000.00
Operating Expenses					
Personal Services	4,729.03	58,396.28	97,300.00		97,300.00
Purchased/Contracted	3,533.18	57,644.23	42,425.00		42,425.00
Supplies	438.60	8,424.99	24,600.00		24,600.00
Capital	-	119,849.06	162,024.00		162,024.00
Depreciation	-	-	17,451.00		17,451.00
Expenses	8,700.81	244,314.56	343,800.00	71.06%	343,800.00
Net Income	7,654.39	(70,883.67)	(134,800.00)		

Housing & Development Departmental Data Report	For month ending November 30, 2015		
	Nov-15	YTD	2014 YTD
New Residential & Commercial permits issued	0	0	1
All other addition, remodel and repair permits	4	117	113
Certificates of Occupancy issued	0	0	1
Total New Construction not yet finalized	0		1
Total Other Construction not yet finalized	2		12
Notices to Comply issued	0	0	24
Stop Work Orders issued	0	0	7
Tree Cutting permits issued	4	66	69
Code & Ordinance Violations cited	0	0	0
Fees Collected			
	Nov-15	YTD	2014 YTD
New Residential or Commercial Permits	0	0	0
Other Addition, Remodel, Repair Permits	150	8,280	\$6,683
Tree Cutting Permits	825	3,040	\$3,645
Land Disturbing Permits	0	0	0
Fines Collected for for Ordinance Violations	0	5,000	0

**Totals Report For 2014 Taxes
November 2015
Tax Commissioner**

	Billed	Collected	Adjustments	Outstanding
2014 Ad Valorem Tax	953,344.25	945,700.63	4,782.31-	2861.31
Interest	1664.46	1411.41	0	253.05
Penalty	1396.58	1156.89	0	239.69
Costs	962.00	764.00	0	198.00
Totals	957,367.29	949,032.93	4,782.31	3552.05

Collected: 99.69%

**Totals Report For 2015 Taxes
November 2015
Tax Commissioner**

	Billed	Collected	Adjustments	Outstanding
2015 Ad Valorem Tax	945,099.76	304,520.36		640,579.40
Interest				
Penalty				
Costs				
Totals	945,099.76	304,520.36		640,579.40

Collected: 32.22%

RESOLUTION 15 - _____

**A RESOLUTION TO PROVIDE FOR THE ADOPTION OF A BUDGET AMENDMENT
TO THE 2015 FISCAL BUDGET AS ADOPTED BY CITY RESOLUTION 14-05**

WHEREAS, the City of Sky Valley has a mission to maintain cost effective programs and services while focusing on preserving and enhancing the quality of life that is enjoyed by all Sky Valley residents;

WHEREAS, this mission will be accomplished through a realistic approach in revenue and expenditure forecasting;

WHEREAS, the City Council approved a budget resolution for fiscal year 2015 for the City of Sky Valley on November 20, 2014;

WHEREAS, the budget is a dynamic rather than static revenue and spending plan which requires adjustment from time to time as circumstances change; and

WHEREAS, these adjustments maintain a balanced budget for all funds;

NOW, THEREFORE, the Council of the City of Sky Valley hereby resolves:

The revenues and expenditures of the government and its activities for the fiscal year beginning January 1, 2015 and ending December 31, 2015 are hereby amended as set forth herein and shall be the City of Sky Valley's budget for the fiscal year 2015.

See Exhibits "A" and "B" attached hereto.

All resolutions, ordinances or portion of ordinances in conflict with the provisions hereof are hereby repealed.

It is so resolved and approved by vote of the City Council of the City of Sky Valley this ____ day of _____, 2015.

Approved:

Hughel Goodgame, Mayor

Liz Carr, Council President

Martin Greene, Councilor

General Fund
Amended Budget

2015

	Original	Amended	Change
Revenues			
Ad Valorem - Property	952,545.00	952,545.00	-
Ad Valorem - Vehicle	9,440.00	9,440.00	-
Intangible Tax	5,000.00	5,000.00	-
Real Estate Transfer Tax	1,500.00	1,500.00	-
Beverage Excise Tax	800.00	800.00	-
Occupational Tax	1,000.00	1,000.00	-
Insurance Premium Tax	13,000.00	14,300.00	1,300.00
Delinquent Tax Collection Fees	5,000.00	5,000.00	-
Licenses & Permits	11,000.00	11,000.00	-
Intergovernmental Revenues	25,550.00	25,550.00	-
Charges for Service	1,200.00	1,200.00	-
Franchise Taxes	50,000.00	50,000.00	-
Culture & Recreation (events)	0.00	11,350.00	11,350.00
Contributions (beautification & marketing)	0.00	35,400.00	35,400.00
Fines & Forfeitures	1,000.00	1,000.00	-
Interest Income	2,700.00	2,700.00	-
Rents	12,000.00	12,000.00	-
Misc. Revenue	1,000.00	1,000.00	-
Transfer from SPLOST	350,000.00	350,000.00	-
Other Interfund Transfers	84,600.00	89,700.00	5,100.00
Sale of Surplus Property	700.00	700.00	-
Total Income	1,528,035.00	1,581,185.00	53,150.00
Appropriations			
Operating			
Executive	12,500.00	12,500.00	-
Legislative	4,700.00	4,700.00	-
Elections	3,000.00	3,000.00	-
Admin & General Government	246,895.00	244,395.00	(2,500.00)
Judicial	4,810.00	4,810.00	-
Police	350,270.00	350,270.00	-
Fire & Rescue	58,000.00	58,000.00	-
Roads	221,500.00	216,500.00	(5,000.00)
Housing & Development	36,500.00	36,500.00	-
Promotion & Tourism	47,850.00	91,000.00	43,150.00
Total Operating	986,025.00	1,021,675.00	35,650.00
Capital			
Fleet Vehicle Replacement	10,000.00	12,500.00	2,500.00
Road Improvement Program	469,150.00	469,150.00	-
Equipment Replacement	4,000.00	11,000.00	7,000.00
Buildings/Site Improvements		8,000.00	8,000.00
Total Capital	483,150.00	500,650.00	17,500.00
Contingency	24,810.00	24,810.00	24,810.00
Depreciation	34,050.00	34,050.00	34,050.00
Total Appropriations	1,528,035.00	1,581,185.00	

Hotel Motel Tax Fund
Budget Amendment

2015

	Original	Amended	Change
Revenues			
Selective Sales & Use Taxes Hotel/Motel	5,000.00	13,500.00	8,500.00
Total Revenue	5,000.00	13,500.00	8,500.00
Expenses			
Tourism & Promotion (to RC TDA)	3,000.00	5,400.00	2,400.00
Operating Transfer to General Fund	2,000.00	8,100.00	6,100.00
Total Expenses	5,000.00	13,500.00	8,500.00

Linda Lapeyrouse

From: Floyd, Marla [MFloyd@CBIZWC.com]
Sent: Saturday, December 12, 2015 5:02 PM
To: hughel@bellsouth.net
Cc: Floyd, Marla; svcitymanager@windstream.net; lizcarr454@hotmail.com
Subject: FW: City Council Meeting & City Manager's Report
Attachments: Departmental Report by the City Manager Dec 2015.pdf; 12 15 2015 RCM.pdf; _Certification_.htm

Hi Hughel,

Please, you need to remove the trash/garbage dump from in front of my house. I am constantly listening to trash being put into the very, ugly green bins.

Or being picked up at night by a truck. Also, the view is totally ruined from my beautiful house and the value has now been decreased dramatically.

I have lost my view and my serenity, my solitude and my security.

I don't have a choice but to go to an attorney, if you do not remove them to a more suitable area.

Please put this on your agenda for the city council meeting this Tuesday at 10:00 am.

You need to let me know that this is on the agenda. You can call me on my cell phone at 561 271 7198 on Monday.

Thanks and have a good weekend,

Marla K. Floyd

CBIZ Weekes Callaway
CBIZ Insurance Services
3945 W. Atlantic Ave
Delray Beach, FL 33445
Cell: 561.271.7198
mfloyd@cbizwc.com
www.cbiz.com

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From: Linda Lapeyrouse [<mailto:svcitymanager@windstream.net>]
Sent: Friday, December 11, 2015 4:15 PM
To: City of Sky Valley
Subject: City Council Meeting & City Manager's Report

Attached please find the agenda for next Tuesday's Council Meeting along with my city manager's report.

The regular meeting of the City Council will be Tuesday, December 15th at 10:00 AM in the Fellowship Hall.

Have a great weekend!