

**REGULAR COUNCIL MEETING  
CITY OF SKY VALLEY, GEORGIA  
MARCH 25, 2014  
TUESDAY, 10:00 AM  
FELLOWSHIP HALL, 817 SKY VALLEY WAY**

**AGENDA**

**CALL TO ORDER**

**INVOCATION/PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

- February 25, 2014 Regular Meeting

**ADOPTION OF AGENDA**

**MAYOR'S REMARKS**

**COUNCIL REMARKS**

**CITY MANAGER & DEPARTMENT REPORTS – EXCEPTIONS AND QUESTIONS**

**OLD BUSINESS**

- Building Code Ordinance
- Geese – Nuisance Abatement

**NEW BUSINESS**

- Water Bill Adjustment Request – Muldrew
- Approval of Ordinance to Establish Water Conservancy Plan & Drought Contingency Plan

**PUBLIC FORUM AND GENERAL COMMENTS**

**EXECUTIVE SESSION**

**ADJOURNMENT**

**REGULAR COUNCIL MEETING  
CITY OF SKY VALLEY, GEORGIA  
FEBRUARY 25, 2014  
TUESDAY, 10:00 AM  
FELLOWSHIP HALL, 817 SKY VALLEY WAY**

**MINUTES**

Mayor Goodgame called the meeting to order.

Those present: Mayor Goodgame, Council President Larsen, Councilors Carr, Greene, Howard, and Whatley, City Manager Lapeyrouse, Chief Dills, and City Clerk Cantrell.

Bishop Erbeling gave the invocation. Mayor Goodgame led the Pledge of Allegiance.

Mayor Goodgame announced that Attorney Austin Perry is attending the meeting in the place of Attorney Dickerson, and he will serve as Parliamentarian.

**APPROVAL OF MINUTES**

Council President Larsen made a motion to approve the minutes of the January 21, 2014 Regular Meeting, 2<sup>nd</sup> Councilor Whatley, unanimously approved.

**ADOPTION OF AGENDA**

Councilor Whatley made a motion to adopt the agenda, 2<sup>nd</sup> Councilor Carr, unanimously approved.

**MAYOR'S REMARKS**

Mayor Goodgame said that he had surgery in Birmingham, AL the day after the January meeting. He relayed a story about being able to share about Sky Valley while he was in the hospital. He said that we, the people who live in and own second homes in Sky Valley, are the best type of marketing, word of mouth. He encouraged people to talk about Sky Valley while they are travelling. He asked Laura Gurley to give an update on marketing.

Laura Gurley gave a marketing update. She said the marketing committee began as a POA committee, and she is excited to work on the City's marketing. Ms. Gurley gave a brief update on marketing proposals received. She spoke with different marketing firms about the overall marketing of Sky Valley and what is needed. An entire marketing plan is around \$30,000 so we cannot go full-force with an entire plan, but we can begin with smaller pieces. She explained that a very inexpensive and effective marketing tool is social media. Ms. Gurley, Mayor Goodgame, and City Manager Lapeyrouse attended training on Facebook marketing put on by the Rabun County Convention and Visitors Bureau. The Georgia Municipal Association has a program where it collects projects from local governments and presents them to UGA graduate students for selection. City Manager Lapeyrouse submitted the project to market Sky Valley to baby boomers. We are very pleased that a graduate student selected our project. The final

presentation of the project is in April. The scope of this project includes creating paper materials like brochures and a logo. This is all free.

Ms. Gurley said the Marketing Committee's biggest concern right now is getting the cell tower installed as soon as possible. She said she feels it would be bad marketing to attract people to Sky Valley before we have this service available for everyone. The Club is working on stay and play golf packages and to attract weddings. She said that it is also very important for all of us to make sure guests have a good experience because they share their experiences, not only by word of mouth but also online at sites like tripadvisor.com. The Committee's focus over the next few months will be on name recognition, social media, and billboard locations so we can advertize Sky Valley as a day-trip and weekend destination within a few hours driving distance.

Mayor Goodgame said that we all can be ambassadors for Sky Valley wherever we go. The best marketing will be us sharing information when we travel.

Cell Tower: Mayor Goodgame said the lease should be signed this week for the cell tower lease on the Pearson property off of Bald Mountain Road. The City will move as fast as possible to approve the installation of the tower. FCC approval typically takes six months, but we will do our best to have their approval faster than that.

Lodge: Mayor Goodgame said the Council approved moving forward with nuisance abatement procedures on the old lodge. He has not yet met with Harrison Merrill, but he intends to meet with him this month. Because Mr. Merrill is the largest land owner in the city, he would like for him to be an ally. However, he said he will not delay moving forward with the nuisance abatement if necessary.

City Park: Mayor Goodgame said the Public Works Department started the clean-up yesterday afternoon and will continue to work on the park. We will be replacing the swings and some additional work to make the park more enjoyable for residents and visitors.

Training: Mayor Goodgame said he and Councilor Greene will be attending mandated Newly Elected Officials Training this weekend in Athens. City Manager Lapeyrouse has a City Manager Training Conference in March. He is going to attend the annual GMA Convention in June. He explained that we do not have funding in the budget for all the Council to attend, and that the city will cover the registration fees, but each person will be responsible for their travel expenses.

Snow Storm: Mayor Goodgame thanked all of the city's staff for working during the snow storm, including office staff, public works, and the police department. He said that unfortunately, it was an expensive snow storm causing about four to five thousand dollars of unplanned expenses.

Sewer: Mayor Goodgame said he, Ray Becker, and the Capital Projects Committee will meet soon to discuss options.

Budget: Mayor Goodgame said he is doing his best to spend time in City Hall to become acclimated with how we operate. As a community, we greatly value the services provided. We operate with a limited number of staff who are all multi-tasking and doing their best. We will cut expenses where we can, but we may have to present decisions to the community for services we want and let people decide what they want to pay for. Currently, any unusual expense that comes up has to come out of surplus because our budget is so tight.

#### **COUNCIL REMARKS**

Council Whatley thanked the staff for their response to the snow. He said he represents Sky Valley as Vice-Chairman of the Rabun County Tourism and Development Authority. They have been working with the Wallenda family to recreate Karl Wallenda's famous walk across Tallulah Gorge. Nik Wallenda will recreate the walk in 2015. He also said that Teka who works at the Convention and Visitors Bureau will work with small businesses to set up and teach how to use social media marketing. Councilor Whatley said that some areas of Sky Valley do have cell service, and we need to get out of the habit of saying we don't have any cell service.

Council President Larsen thanked Ms. Gurley for her hard work on taking the big job of marketing for Sky Valley. He said the Club has a new General Manager who wants to get involved. He said he was impressed with the City's response to the snow removal.

Councilor Howard said he wanted to add his "Thank You" to the city for the great response to the snow. He said he has two homes in Sky Valley, and they both receive cell service. The Club has free Wi-Fi available. He said he went to the GMA Annual Convention in Savannah when he was first on Council and it was a great convention and it really helps make contacts.

Councilor Greene said the City did a great job on snow removal. He is looking forward to attending the newly elected officials training this weekend.

Councilor Carr said that she attended the Mayors' Day Conference in January. She said that they spoke about multi-generational communities. She said GMA stressed obtaining bids on insurance every three years and that they recommend changing auditors every three to five years.

#### **CITY MANAGER & DEPARTMENT REPORTS – EXCEPTIONS AND QUESTIONS**

City Manager Lapeyrouse said that we are no longer reading reports at the meeting. We are emailing them and posting them on the city's website. She asked if anyone had questions about the reports. City Manager Lapeyrouse said that the city's Facebook page popularity grew by 32-percent last month.

Mayor Goodgame said that we are circulating the reports prior to the meeting so that everyone can read the reports and ask any questions they may have. He said the financial report is a work in progress, and approval of the audit proposal is on the agenda for approval. One of the

reasons the financial report is in a state of flux is because our current auditor is also a CPA who does personal and business accounting. Because of this he does not begin the audit until April.

## **OLD BUSINESS**

- Approval of Mutual Aid Agreement

Mayor Goodgame said that in January, we approved a motion to enter into the Mutual Aid Agreement as soon as it has final approval from the Attorney. Chief Dills gave an update explaining that it will allow us to respond to emergencies in North Carolina that are within the Sky Valley/Scaly Mountain Fire District. We have also agreed to allow Macon County to assist in the city. We are waiting on the maps. Attorney Perry said that there is one phrase in the agreement where it does not agree with NC State Statute. Perry said that came up Friday afternoon, and he anticipates the final agreement will be ready at the next meeting.

## **NEW BUSINESS**

- Presentation from Sky Valley Club Regarding Geese

Council President Larsen said that every spring, we are inundated with geese and end up with over 80 geese in the summer. They eat the grass on the fairways around the lake and poop several times a day creating a mess and a health concern. He introduced Steve Mason to give a presentation of the geese and how the Club is working to control them.

Steve Mason said that they follow recommendations by Georgia Department of Natural Resources to try and control and reduce the geese population. This includes destroying eggs in the spring. In June, they are allowed a nuisance permit from the DNR that allows them to kill 10 geese. The city does not allow anyone to discharge a firearm in city limits, so they work with the police department to shoot the geese. He requested that the city allow firearms to be discharged in city limits for nuisance purposes like killing the geese. Discussion followed regarding allowing firearms to be discharged in the city and under what purposes. Council President Larsen made a motion to allow the Club to fire firearms for the purpose of killing geese in accordance with the DNR requirements, 2<sup>nd</sup> Councilor Greene. Councilor Whatley said that we should look at the language in the current ordinance and into updating it to possibly include other nuisance animals, like coyotes, as well. Councilor Howard said we should consider who is allowed to discharge firearms. A citizen asked if the geese could be trapped and relocated. Steve Mason replied that DNR can trap them, and they charge \$1,500. Mayor Goodgame recommended postponing this item to the next meeting. Council President Larsen amended his motion to postpone, 2<sup>nd</sup> Councilor Greene, unanimously approved.

- Appointment of 2014 Committee Members

Mayor Goodgame said Council approved Committees and a Councilmember to serve on each Committee in January. Now, we need to approve the Committee members. All Committee meetings are public and will be announced and noticed just like the Council meetings. The goal of these committees is to encourage and receive community involvement. He said that if anyone wants to serve on a Committee to let him know so they can be added to the Committee. A copy of the 2014 Committees and their members is hereby incorporated by

reference and attached hereto. Councilor Howard made a motion to approve the appointments to the 2014 committees, 2<sup>nd</sup> Council President Larsen, unanimously approved.

- RMA General Services Engineering Agreement

City Manager Lapeyrouse presented the general services agreement from Rindt-McDuff and Associates. She said that we have worked with them for several years, and this agreement covers general engineering services needed. Engineering services for any large projects, such as sewer, is bid individually. Council President Larsen made a motion to approve the general services agreement, 2<sup>nd</sup> Councilor Howard, unanimously approved.

- Election Services

Mayor Goodgame said there has been past discussion of the County conducting the City's elections. He said he recommends we defer this item to the Special Projects Committee. Councilor Whatley made a motion to send this to the committee, 2<sup>nd</sup> Council President Larsen. Mayor Goodgame said the Council will need to make a decision by June if we want the County to conduct our elections.

- Approval of Fiscal Year 2013 Audit Proposal

Mayor Goodgame said we received two proposals. The one for \$6,000 is from the firm who has conducted our audit for the last several years. He said we need a faster turn-around time on the audit completion and the audit/internal accounting adjustments. He said he called and spoke with Bates-Carter who agreed to perform the audit for \$8,000 and can begin working on it immediately. He feels this firm is more qualified and will be more helpful and asked for a motion to approve Bates-Carter's audit proposal. Councilor Carr made a motion to approve the proposal from Bates-Carter, 2<sup>nd</sup> Council President Larsen. Councilor Howard asked if we had an obligation to approve the lowest bid, and could we specify when the audit must be completed when we request proposals. City Clerk Cantrell said that we are not obligated to accept the lowest bid, and that Mr. Green, our current auditor, said he cannot begin working on audits until after individual and business taxes are completed in April. Councilor Whatley said that before he votes in favor of it, he wants to see an agreement stating that the actual cost of \$8,000 and that we be notified in advance and agree to any additional work and the rate at which it will be performed. Mayor Goodgame said they are issuing a new proposal for \$8,000 and including an hourly rate for any additional work requested, and asked if we could have an amended motion to include Councilor Whatley's request. The cost of the audit includes the audit itself and working with staff to complete any adjustments. Councilor Carr amended her motion to include that the audit and adjustments be completed for \$8,000 and that any additional work must be pre-approved, 2<sup>nd</sup> Council President Larsen, unanimously approved.

- Licensed Water Operator Agreement

Mayor Goodgame said that at the January meeting, we approved keeping Pat Godwin on as an employee through February as our licensed water operator. Due to Mr. Godwin's health, he is no longer able to work. We have an employee who will be taking the licensing test in March. He presented the agreement to contract with Moody Barrick to serve as an Independent

Contractor as our licensed water system operator. Councilor Howard made a motion to approve, 2<sup>nd</sup> Councilor Carr, unanimously approved.

#### **PUBLIC FORUM AND GENERAL COMMENTS**

Laure Gurley said to please let her know if you would like to join the Sky Valley POA. She said the welcome back party will be in June at the Dillard House.

Pam Greene asked since Verizon cannot let us use a C.O.W., could they help with people getting the repeaters. Mayor Goodgame said we are working with an independent contractor for installing the tower. He encouraged everyone to contact Verizon directly to encourage them to speed up installation of the tower. Will Gurley said he believes the fastest way for us to get the tower up and working is for everyone to contact their cell service provider to let them know there is a demand for service. He said from the Verizon side, they will prioritize based on the demand for service. Discussion followed about who to call and who to send letters to. Mr. Gurley said to call the customer service line for your provider because they log each call. Mayor Goodgame said that we can give letters to the sub-contractor also who will take them to Verizon. With the calls and letters, hopefully we can speed up the installation. Councilor Whatley said we should consider very simple regulations before approving the tower installation, such as whoever builds it allow competitors to use at a reasonable price, and free access for public safety services. He said that information can be pulled together and presented for approval at the March meeting.

Jan Mason said she and her husband are new residents as of November 2013. She said they chose Sky Valley instead of surrounding areas because of services offered, police, roads, garbage, and because of how nice everyone has been.

Councilor Whatley made a motion to adjourn, 2<sup>nd</sup> Councilor Carr, unanimously approved.

Respectfully submitted:

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Hughel Goodmage, Mayor

Attested:

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Mandi Cantrell, City Clerk



# SKY VALLEY POLICE DEPARTMENT MONTHLY STATISTICS

INCIDENT	MONTH	YTD 2014	MONTH	YTD 2013	STAT
Fire	0	0	0	0	
Medical Emergency	4	9	0	4	
Vehicle Accident	2	2	1	1	
Family Violence	0	0	0	0	
Fight/Assault	0	0	0	1	
Suicide/Death	1	2	0	0	
Missing Person	0	2	0	0	
Burglary	0	0	0	0	
Theft	1	1	0	1	
Suspicious Activity	7	8	2	3	
Suspicious Person	0	0	0	1	
Suspicious Vehicle	2	4	0	4	
Alarm	0	0	1	1	
Investigation	0	0	0	0	
DUI/ Public Drunk	0	0	0	0	
Drug Related	0	0	0	0	
Juvenile	0	0	0	0	
Stationary Patrol	0	0	0	0	
Traffic Control	0	0	0	0	
Traffic Stop	0	0	0	1	
Mutual Aid	2	4	2	2	
Animal	2	5	0	1	
Lost & Found	0	0	0	0	
Complaint	0	0	0	0	
City Ord. Violation	0	0	0	0	
All Others	3	5	0	0	
Assisting Residents	1	5	2	3	
Escorting Visitors	4	4	0	2	
Residential Check	45	63	105	154	
Discovered Unsecure	0	0	0	0	
Welfare Check	2	2	0	2	
Water/Tree/Infrastructure	05	18	4	7	
Vehicle Assistance	06	20	2	5	
Arrested	0	1	0	0	
Incarcerated	0	1	0	0	
Warning	0	0	0	0	
Citations	0	5	0	0	
Total Calls	44	91	21	46	
911 Calls	4	12	0	0	
Mileage	3800	07,798	3404	07,561	
<b>February 2014</b>					





## SKY VALLEY POLICE DEPARTMENT

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### Fact Sheet for February 2014 Report

#### This Month

Medical:                    2/09   Heart Problems  
                                  2/09   Broken Hip  
                                  2/11   Internal Problem  
                                  2/11   Attempted Overdose

Traffic Accidents        2/14   Accident at Stateline on Hwy. 246  
                                  2/15   Buttermilk Circle

Suspicious:                2/10   Door standing open, residence checked All O.K  
                                  2/11   Security system failure , Residence checked All O.K  
                                  2/14   Suspicious Silver Truck, Checked All O.K  
                                  2/16   Door standing open , residence checked All O.K  
                                  2/17   Suspicious Vehicle at Lodge, All O.K because of weather  
                                  2/19   Back door standing open, Checked All O.K  
                                  2/21   Heard noises outside residence  
                                  2/22   Door standing open, checked All O.K  
                                  2/26   (2) 9-1-1 Hang-ups at vacant residence, Checked All O.K

Mutual Aid:                2/05   Assist Sheriff with service of warrant  
                                  2/06   Assist Sheriff Suicide Attempt

Animal:                    2/10   Brindle dog loose from Heather Stone  
                                  2/20   Lost dog found on Eagle Circle

Mileage:                    3800

ThankYou ! To Sharon Hoppes who purchased YakTrax snap-on ice traction for all officers of the department so we won't bust a part of our anatomy on ice and snow.....

**City of Sky Valley  
Balance Sheet  
February 2014**

General Funds	
General Fund Cash	1,239,585.25
Municipal Court	9,345.00
Petty Cash	300.00
Accounts Receivable	49,257.94
Due from Other Funds	36,974.24
<b>Total Assets</b>	<b>1,335,462.43</b>

Liabilities	
Deferred Revenue (Property Taxes)	0.00
Due to Other Funds	0.00
Funds Remaining for 2014 Budget	865,213.56
<b>Total Liabilities</b>	<b>865,213.56</b>

<b>Fund Balance</b>	<b>470,248.87</b>
Local Restrictions on Fund Balance	
Admin & General Government	49,962.86
Roads	74,220.54
Police	0.00
Housing & Development	15,000.00
<b>Total Locally Restricted Funds</b>	<b>139,183.40</b>
<b>Total Locally Unrestricted Fund Balance</b>	<b>331,065.47</b>

Enterprise Funds	
Combined Utility Fund Cash	731,878.53
Accounts Receivable	42,661.66
<b>Total Current Assets</b>	<b>774,540.19</b>

Liabilities	
Prepaid Accounts	7,813.59
Deposits for Water Service	800.00
Due to Other Funds	36,974.24
Funds Remaining for 2014 Budget	434,044.65
<b>Total Liabilities</b>	<b>479,632.48</b>

Restricted Funds	
GEFA Debt Service Reserve	53,211.00
<b>Net Assets</b>	<b>241,696.71</b>

Local Restrictions on Funds	
Water	928.00
Solid Waste	23,829.05
<b>Total Locally Restricted</b>	<b>24,757.05</b>

Hotel/Motel Tax Fund	
Accommodations Tax Received	1,246.67

**CITY OF SKYVALLEY**

**General Fund**

**Budget Performance**

February 2014

	Feb 14	Jan - Feb 14	YTD Budget	% of Budget
<b>Income</b>				
33.4000 · GA government grants/contracts	0.00	0.00	22,550.00	0.0%
33.9000 · Other Grants (GMA, GIRMA, etc)	0.00	0.00	3,000.00	0.0%
39.1000 · Interfund (Use of Fund Balance)	0.00	0.00	50,000.00	0.0%
60110 · Ad valorem - property	0.00	783,464.09	832,140.00	94.15%
60120 · Ad valorem - vehicles	3,047.80	7,281.60	8,610.00	84.57%
60140 · Penalties, Fife's, interest	44.61	2,953.11	5,000.00	59.06%
60210 · Insurance premium tax	0.00	0.00	13,000.00	0.0%
60220 · Beverage Excise tax	7.40	16.92	750.00	2.26%
60230 · Franchise tax	38,463.30	40,782.53	50,000.00	81.57%
60235 · Fines & forfeitures	0.00	718.45	4,000.00	17.96%
60240 · Business license	885.00	1,085.00	3,200.00	33.91%
60250 · Permits	528.80	661.80	9,950.00	6.65%
60270 · Zoning applications	0.00	0.00	100.00	0.0%
60271 · Sales of Reports, Copies, Etc.	38.48	143.48	500.00	28.7%
60280 · Real estate transfer tax	19.79	157.25	1,500.00	10.48%
60281 · Intangible tax	0.00	236.59	6,000.00	3.94%
69110 · Interest income	401.56	869.17	2,400.00	36.22%
69115 · Transfer from hotel/motel tax	0.00	0.00	1,000.00	0.0%
69150 · Refunds & Reimbursements	0.00	0.00	1,000.00	0.0%
69990 · Miscellaneous	0.00	1.06	500.00	0.21%
70000 · Sale of surplus property	5,405.00	5,405.00	4,000.00	135.13%
<b>Total Income</b>	<b>48,841.74</b>	<b>843,776.05</b>	<b>1,019,200.00</b>	<b>82.79%</b>
<b>General Government &amp; Administration</b>				
510000 · Personal Services	12,103.91	23,770.37	162,210.00	14.65%
520000 · Purchased / Contracted Services	5,527.05	7,434.43	53,100.00	14.0%
530000 · Supplies	418.03	1,390.23	28,450.00	4.89%
<b>Total Expense</b>	<b>18,048.99</b>	<b>32,595.03</b>	<b>243,760.00</b>	<b>13.37%</b>
<b>Police</b>				
510000 · Personal Services	22,046.57	50,757.25	281,705.00	18.02%
520000 · Purchased / Contracted Services	3,002.43	7,304.33	31,045.00	23.53%
530000 · Supplies	2,209.91	2,399.28	25,750.00	9.32%
<b>Total Expense</b>	<b>27,258.91</b>	<b>60,460.86</b>	<b>338,500.00</b>	<b>17.86%</b>
<b>Roads</b>				
510000 · Personal Services	9,637.67	18,649.98	130,425.00	14.3%
520000 · Purchased / Contracted Services	3,840.16	6,608.78	36,075.00	18.32%
530000 · Supplies	3,695.15	5,286.12	46,500.00	11.37%
540000 · Capital Outlays	0.00	0.00	80,000.00	0.0%
<b>Total Expense</b>	<b>17,172.98</b>	<b>30,544.88</b>	<b>293,000.00</b>	<b>10.43%</b>

**CITY OF SKY VALLEY**

**General Fund**

**Budget Performance**

February 2014

	Feb 14	Jan - Feb 14	YTD Budget	% of Budget
<b>Housing &amp; Development</b>				
510000 · Personal Services	1,769.12	2,828.96	25,860.00	10.94%
520000 · Purchased / Contracted Services	86.75	121.84	6,940.00	1.76%
530000 · Supplies	320.01	347.99	3,100.00	11.23%
<b>Total Expense</b>	<b>2,175.88</b>	<b>3,298.79</b>	<b>35,900.00</b>	<b>9.19%</b>
<b>Elections</b>				
520000 · Purchased / Contracted Services	93.00	93.00	4,900.00	1.9%
<b>Total Expense</b>	<b>93.00</b>	<b>93.00</b>	<b>4,900.00</b>	<b>1.9%</b>
<b>Judicial</b>				
510000 · Personal Services	163.94	327.88	2,470.00	13.27%
520000 · Purchased / Contracted Services	0.00	0.00	1,970.00	0.0%
<b>Total Expense</b>	<b>163.94</b>	<b>327.88</b>	<b>4,440.00</b>	<b>7.39%</b>
<b>Executive</b>				
520000 · Purchased / Contracted Services	248.00	248.00	3,125.00	7.94%
530000 · Supplies	0.00	0.00	75.00	0.0%
<b>Total Expense</b>	<b>248.00</b>	<b>248.00</b>	<b>3,200.00</b>	<b>7.75%</b>
<b>Legislative</b>				
520000 · Purchased / Contracted Services	228.00	418.00	11,200.00	3.73%
530000 · Supplies	0.00	0.00	300.00	0.0%
<b>Total Expense</b>	<b>228.00</b>	<b>418.00</b>	<b>11,500.00</b>	<b>3.64%</b>
<b>Fire &amp; Rescue</b>	<b>0.00</b>	<b>0.00</b>	<b>58,000.00</b>	<b>0.0%</b>
<b>Total Income</b>	<b>48,841.74</b>	<b>843,776.05</b>	<b>1,019,200.00</b>	
<b>Total Expense</b>	<b>65,389.70</b>	<b>127,986.44</b>	<b>993,200.00</b>	
<b>Funds Remaining in 2014 Budget</b>			<b>865,213.56</b>	

**City of Sky Valley**  
**Enterprise Funds**  
**Budget Performance**  
February 2014

	Feb 14	Jan - Feb 14	YTD Budget	% of Budget
<b>Water</b>				
<b>Income</b>				
34.4210 · Water charges	26,606.56	56,690.73	325,000.00	17.44%
34.9000 · Other charges for services	110.00	130.00	280.00	46.43%
36.1000 · Interest revenue	121.32	249.84	1,500.00	16.66%
39.1000 · Interfund Transfers	0.00	0.00	57,220.00	0.0%
<b>Total Income</b>	<b>26,837.88</b>	<b>57,070.57</b>	<b>384,000.00</b>	<b>14.86%</b>
<b>Expense</b>				
51.1000 · Personal Services - Wages	7,679.15	15,420.66	138,565.00	11.13%
52.1000 · Purchased profess & tech svcs	3,337.68	4,059.64	44,980.00	9.03%
53.1000 · Supplies	5,759.46	6,738.82	58,900.00	11.44%
54.0000 · Capital Outlay	0.00	0.00	15,000.00	0.0%
58.0000 · Debt Service	10,043.95	20,087.90	126,555.00	15.87%
<b>Total Expense</b>	<b>26,820.24</b>	<b>46,307.02</b>	<b>384,000.00</b>	<b>12.06%</b>
<b>Net Income</b>	<b>17.64</b>	<b>10,763.55</b>	<b>0.00</b>	<b>100.0%</b>
<b>Solid Waste</b>				
<b>Income</b>				
34.4100 · Sanitation	9,260.00	18,520.00	112,000.00	16.54%
<b>Total Income</b>	<b>9,260.00</b>	<b>18,520.00</b>	<b>112,000.00</b>	<b>16.54%</b>
<b>Expense</b>				
51.1000 · Personal Services - Wages	6,550.32	11,501.57	64,545.00	17.82%
52.1000 · Purchased profess & tech svcs	3,072.23	3,178.22	34,700.00	9.16%
53.1000 · Supplies	531.45	968.54	12,755.00	7.59%
<b>Total Expense</b>	<b>10,154.00</b>	<b>15,648.33</b>	<b>112,000.00</b>	<b>13.97%</b>
<b>Net Income</b>	<b>-894.00</b>	<b>2,871.67</b>	<b>0.00</b>	<b>100.0%</b>

## Totals Report For 2012 Taxes February 2014 Tax Commissioner

	Billed	Collected	Adjustments	Outstanding
2012 Ad Valorem Tax	834,170.00	831,967.82	238.19+	2440.37
Interest	2,288.10	1,970.90		317.20
Penalty	3,089.91	2,845.87		244.04
Costs	6,646.00	6,646.00		0
<b>Totals</b>	<b>846,194.01</b>	<b>843,430.59</b>	<b>238.19+</b>	<b>3,001.61</b>

**Collected: 99.71%**

\*outstanding total is Georgia Windstream Inc which is still under appeal. Will collect once appeal is completed.

## Totals Report For 2013 Taxes February 2014 Tax Commissioner

	Billed	Collected	Adjustments	Outstanding
2013 Ad Valorem Tax	838,547.44	783,464.09	5,825.41-	49,257.94
Interest	1,368.56	176.10	0	1192.46
Penalty	0	0	0	0
Costs	0	0	0	0
<b>Totals</b>	<b>839,916.00</b>	<b>783,640.19</b>	<b>5,825.41-</b>	<b>50,450.40</b>

**Collected: 94.08%**

Housing & Development Departmental Data Report	For month ending February 28, 2014		
	Feb-14	YTD	2013 YTD
New Residential & Commercial permits issued	0	0	0
All other addition, remodel and repair permits	8	14	17
Certificates of Occupancy issued	1	1	0
Total New Construction not yet finalized	0		2
Total Other Construction not yet finalized	6		9
Notices to Comply issued	0	0	0
Stop Work Orders issued	0	0	0
Tree Cutting permits issued	2	0	5
Code & Ordinance Violations cited	0	0	0
<b>Fees Collected</b>			
	<b>Feb-14</b>	<b>YTD</b>	<b>2013 YTD</b>
New Residential or Commercial Permits	\$0.00	\$0.00	\$0
Other Addition, Remodel, Repair Permits	\$378.80	\$437.00	\$678
Tree Cutting Permits	\$150.00	\$225.00	\$420
Land Disturbing Permits	\$0.00	\$0.00	\$0
Fines Collected for for Ordinance Violations	\$0.00	\$0.00	\$0



*Departmental Report  
by the City Manager*

**March, 2014**

*Announcements -*

**Comprehensive Planning**

As a part of the 20-Year Comprehensive Plan that we have been working on, the Georgia Mountains Regional Commission in Gainesville has put together an anonymous survey to complete and mail, fax or e-mail. You can also bring the surveys to us at City Hall, and we can scan and forward them to GMRC. This is another chance to give YOUR suggestions on what direction, not only Sky Valley, but all of Rabun County and its cities need to take. Paper copies of the survey are available at City Hall and the Rabun County Courthouse. The survey is also available on our website at [www.skyvalleyga.com](http://www.skyvalleyga.com). Survey responses must be returned by March 28, 2014.

**2014 Keep America Beautiful**

Sky Valley will participate in the 2014 Keep America Beautiful Campaign by having a Spring Clean-up Day. This is the day when we divide the city into sections and resident volunteers, elected officials and city staff join together to canvass the city collecting debris. There will be a heavy focus this year on GA 246/NC 106. More information will be sent out as soon as a date is set.

**Delinquent Tax Penalty**

All property taxes remaining unpaid are subject to interest and penalties. A one time 10% tax penalty is assessed and interest is applied at the rate of 1% per month and additional fees and costs accrue as collection action continues. The City follows legal procedures for collection. The city tax commissioner may assess and collect levy administration fees to include court filing fees, advertising fees, title research, and abstract fees, and such other fees as provided for by state law and local ordinance. Please contact Alyssa Mullins at City Hall if you have any questions about your Sky Valley property taxes.

**Rentals**

It is mandatory that every person engaging in short-term home rentals of 10 days or less must register with the city clerk. If you have not done this yet, I urge you to contact City Hall immediately. Each rental within the City limits of Sky Valley is required to submit a monthly tax return by the 20th of the month for rentals during the previous month. An operator who fails to make any return or to pay the amount of tax will be assessed penalties and interest.



## Public Works –

The city has been working hard on getting the city park ready for spring. Hopefully, if you have been to the postal facility, you have noticed a vast improvement. We will be continuing to beautify the park and creek banks, add additional supports for the swing sets, rebuild the horseshoe pits, and edge and redefine the walkway. We will also be assisting with the City Hall flagpole and signage area as well continuing to clear right-of-ways in preparation for the growing season. Road signs have been cleaned and straightened, and we have been working on clearing culverts and check dams.

## Water –

A repair to the Winding Ridge tank is being scheduled tentatively for the 2<sup>nd</sup> week of April. The tank will need to be drained completely to make this repair. There will be a disruption of water service for the Winding Ridge subdivision for a full day while the repair is made. We will notify residents of the exact date once it gets closer and has been confirmed by the tank company. This repair will cost \$3,000 to complete. I apologize in advance for any inconvenience.

## Solid Waste –

Garbage service will continue once per week through May 26<sup>th</sup> (Memorial Day). Garbage must be out by 8:00 AM on the day of pick-up. 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 dumpster 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. Recyclables and other household garbage can be taken to the recycle center on Kelly's Creek Road.



### 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

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE TO ADOPT AND ENFORCE THE GEORGIA STATE MINIMUM STANDARD CODES AND LOCAL AMENDMENTS AND ADDITIONS THERETO WHICH REGULATE AND GOVERN THE CONSTRUCTION, ALTERATION, MOVEMENT, ENLARGEMENT, REPLACEMENT, REPAIR, EQUIPMENT LOCATION, REMOVAL AND DEMOLITION OF DETACHED ONE AND TWO FAMILY DWELLINGS AND MULTIPLE SINGLE FAMILY DWELLINGS NOT MORE THAN TWO STORIES IN HEIGHT FACING THE PRIMARY STREET WITH SEPARATE MEANS OF EGRESS IN THE CITY OF CITY VALLEY; PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES THEREFOR; REPEALING ORDINANCE NOS. 05-01, 05-22, 07-09, 08-11, 09-15, 10-04, 13-01 OF THE CITY OF SKY VALLEY AND ALL OTHER ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT THEREWITH.**

WHEREAS, the Georgia State Minimum Standard Codes for Construction promote the life, health, safety and general welfare of all citizens, and;

WHEREAS, said Codes are also designed to protect the property of all citizens, and;

WHEREAS, it is the desire of the Mayor and Council to adopt and enforce, in all respects, the various Georgia State Minimum Standard Codes for Construction, and;

WHEREAS, it is the desire of the Mayor and Council to adopt and enforce, in all respects, other local amendments and/or additions to the Georgia State Minimum Standard Codes for Construction that are specific to the City of Sky Valley.

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

It is the intent of the City Council of the City of Sky Valley to enforce the latest edition of the following mandatory Georgia State Minimum Standard Codes, as adopted and amended by the Georgia Department of Community Affairs:

- International Building Code, with Georgia Amendments
- International Fuel Gas Code, with Georgia Amendments
- International Mechanical Code, with Georgia Amendments
- International Plumbing Code, with Georgia Amendments
- National Electrical Code, with Georgia Amendments
- International Fire Code, with Georgia Amendments
- International Energy Conservation Code, with Georgia Amendments
- International Residential Code, with Georgia Amendments

The Council of the City of Sky Valley hereby further ordains:

That the following Codes, the latest editions as adopted and amended by the Georgia Department of Community Affairs, are herein adopted by reference as though they were copied herein fully. It is the intent of the City Council to enforce the latest edition of the following permissive Georgia State Minimum Standard Codes, as adopted and amended by the Georgia Department of Community Affairs:

- International Property Maintenance Code
- International Existing Building Code
- SBCCI Unsafe Building Abatement Code

The Council of the City of Sky Valley hereby further ordains:

That the following local Code additions and/or amendments to the Georgia State Minimum Standard Codes, as adopted and amended by the Georgia Department of Community Affairs, are adopted as follows:

### **Section 100. Construction Documents and Requirements**

#### **100.10 Contractor License Required:**

(1) Since July 1, 2008, a state-issued contractor's license is required to perform residential contracting in Georgia. A copy of the license, qualifying agent license and qualifying agent's photo ID must be presented when first applying for a permit after received the license. If a person other than the qualifying agent appears in person to obtain the permit, they must present a fully executed "Authorized Permit Agent Form."

(2) Georgia law requires all persons contracting or performing for hire any plumbing, electrical, low voltage, heating-air conditioning or utility work in Georgia to be duly and currently licensed by the Georgia State Construction Industry Licensing Board for that work. The City will not issue subcontractor trade permits to any non-licensed person performing any of these trades, except that a homeowner performing his own subcontractor work on his personal home may obtain his own permit for that work. All work permitted must comply with all codes and laws.

#### **100.20 Permits Required:**

(1) **Building permit** -Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing stem, or to cause any such work to be done,

shall first make application to the building official and obtain the required permit. Applications shall be in writing on forms furnished by the City for that purpose.

**(2) Concrete Permit** - All poured concrete will require permitting.

**(3) Mechanical, Electrical & Plumbing Permits** - Mechanical, electrical & plumbing permits will require a separate permit to be pulled by a state licensed and insured contractor. A state licensed contractor is a contractor duly licensed by the State of Georgia pursuant to the laws of the State of Georgia and any other regulations enacted pursuant to that statute. An insured contractor is defined as a contractor holding liability insurance in an amount not less than \$1,000,000 per occurrence and workers' compensation insurance. A contractor who is not required to maintain workers' compensation insurance pursuant to the law of the State of Georgia will be exempt from the requirements of this code section.

**(4) Roofing Permits** - Roofing permits will require a separate permit to be pulled by a licensed and insured roofing or general contractor.

**(5) Permit Expiration** - All construction permits will be good for 6 months and will continue for 6 months following each inspection. If permit is allowed to lapse by not completing a required inspection within a 6 month timeframe, a permit renewal would be required. Permit renewals will be charged on a percentage basis depending on the number of completed required inspections. For example, when a building permit is pulled, the Building Official will provide the contractor with a list of the required inspections. If within the first 6 months, the contractor requests and passes his first inspection, the permit will continue another 6 months or until he requests and passes his second inspection, and so on and so on. If the job is essentially abandoned for 6 months or no inspections have been requested during that time, then a renewal permit would be required. The renewal fee would be based on the percentage complete. If the contractor had completed 2 of 4 inspections, then his renewal fee would be 50% of the original permit cost.

**(6) Demolition Permits** - Demolition permits will require a performance bond of 135% of the estimated cost of demolition. Requests shall include liability statements relieving the City of liability incurred due to demolition. Request shall include property owner's written agreement to remove all debris from the site and dispose of debris in an authorized landfill or as directed by Georgia DNR/EPD. No on site burial of debris is allowed. If demolition includes removal of buildings/structures with suspected asbestos/lead paint, a Georgia certified abatement contractor must be utilized. The demolition must be completed and completely cleaned up and removed within 6 months.

**(7) Site Wall Permits (Retaining Walls)** – Site wall permits are required for any site wall constructed over four feet (4'-0") in height or for site walls of any height receiving a structural surcharge load from any other structure. Wall heights are measured from the bottom of the footing or base block/timber course to top of wall on the exposed side of the wall. Site walls do not include building foundation walls, but do include 'wing' and other similar walls, which may be attached to building foundation walls. Site walls over six feet in height at any point along the wall or site walls of any height receiving a surcharge from another structure, must be engineered by a Georgia licensed Architect or Engineer (PE). Site walls between 4 feet and 6 feet will require a homeowner Indemnification if not engineered by a Georgia licensed Architect or Engineer (PE).

**(8) Emergency Repair Permits** – For night or weekend emergency repairs, a permit is still required, but the contractor must obtain the permit on the next City business day during normal business hours.

**(9) Septic System permit** - For all new construction and major repairs or reconstruction of the septic system the City requires a separate Septic System permit issued by the Rabun County Health Department.

**(10) Tree cutting permit** - For all new construction and additions, a separate tree cutting permit will be required if trees are to be removed which are of the size required for permitting pursuant to the City's current Tree Cutting Ordinance, as adopted and amended from time to time. Tree permits are valid for ninety (90) days.

**(11) Communication Tower Permits** - Cell tower installation requests must be presented to the planning and zoning commission for approval and recommendation to city council.

**(12) Penalties** - The penalty for starting work without a permit is \$50 or double the permit fee, whichever is greater.

### **100.30 Plans Required.**

**(1) Building Plans** - It shall be within the discretion of the building official to issue permits for minor construction and/or repair work without detailed plans.

A minimum of two (2) sets of building plans drawn by a registered design professional must be submitted to the Building Official for review and approval. One set will remain at City Hall, and one set shall be kept in an accessible, dry and covered place on the job site available for all scheduled inspections.

Plans shall include the following:

- (a) Foundation Plan showing location of all footings at foundation walls, exterior walls, and interior load bearing walls. Show heights, widths, depths, thicknesses, reinforcing steel, connections, supports, and other details necessary to ascertain code compliance;
- (b) Floor Plan showing each floor level to be improved including elevated decks, balconies, porches, etc.;
- (c) Electrical Plans - must be incorporated with floor plans.
- (d) Plumbing Plans - must be incorporated with floor plans;
- (e) Heating, Ventilation and Air Conditioning Plans - must be incorporated with floor plans;
- (f) Cross Section Plans - showing roof structure and all walls;
- (g) All elevations and decks; and
- (h) Building materials list including exterior siding, windows, insulation R factors, and roofing materials.

Building plans shall be drawn to a minimum  $1/8'' = 1'$  scale and shall be of sufficient clarity to indicate the nature and extent of the work proposed and in conformance with the provisions of this code. All information, drawings, specification and accompanying data shall bear the name and address of the person responsible for the design. Plans submitted shall be maintained as public records. Mirror image plans shall be acceptable when submitted with a set printed such that can be read.

Any change from City reviewed building plans to as-built on site construction shall be submitted through a revised building plan and reviewed by the Building Official for code compliance and approved prior to making a change.

**(2) Site/Plot Plan** - Site plans shall be drawn to a minimum  $1'' = 30'$  scale and must be submitted to City Hall prior to issuance of building permit showing:

- (a) Property boundaries on a survey plat by a registered surveyor showing all metes and bounds with corner pin locations identified;
- (b) Street location and road right of way;
- (c) Setback distances from each property line;
- (d) Location of all flood plain areas;
- (e) Location of all existing or proposed structures;
- (f) Location of all existing or proposed driveways, parking areas, patios, sidewalks, steps and retaining walls; and
- (g) Elevation facing the primary street.

No building or similar structure, nor any part thereof or attached to, shall encroach into any setback area, easement, or required buffer area, without prior written approval by the City.

Any change from City reviewed site plans shall be submitted through a revised site plan and reviewed by the Building Official for code compliance and approved prior to making a change.

**(3) Erosion and Sedimentation Control Plan** - E & S plans may be shown on the site plan. Applications for land disturbing activities must be in writing on forms provided by the City for that purpose. There is also a grading and soil erosion requirements acknowledgment form that must be signed by the owner of the property as well as the general building contractor. Erosion control will require that a minimum of two (2) lines of rows of silt fence (Type A unless otherwise directed by the Building Official) be entrenched according to the manufacturer's installation instructions below all disturbed soil. For other requirements, see GA EPD's Erosion and Sedimentation Control Manual.

**100.40 Survey** - A boundary survey is required for all new building construction by a registered surveyor showing all metes and bounds with corner pin locations identified. Said survey must be in the name of the current owner with no boundary alterations to the property since the time the survey was completed. In the case of an addition, a registered survey may be required by the Building Official if the structure appears to be reasonably close to any setback.

Applicants submitting plans showing buildings or related structures located less than one foot from a setback or easement shall be required to submit an as-built site survey to the Building Official prior to receiving a certificate of occupancy or completion. Surveys showing encroachment not approved by the City or without written authorization from the holder of an easement will result in a denial by the City to issue any type of certificate of occupancy, until such time as such approval has been granted.

**100.50 Warranty Deed** - A warranty deed shall be required for all new construction and shall be in the name of the applicant.

### **100.60 Minimum Conditioned Floor Space**

**(1) Single-Family Residences** hereafter constructed shall have not less than 1,750 square feet of conditioned living area with no less than 1,100 square feet on the entrance level; and

**(2) Condominium Residences and Duplex Residences** hereafter constructed shall have not less than 1,400 square feet of conditioned living area with no less than 700 square feet on the entrance level.

**100.70 Maximum Number of Stories** - Any building shall not exceed two stories above grade facing the primary street.

**100.80 Temporary structures** - No structure of a temporary character shall be placed upon any lot at any time. This prohibition shall not apply to shelters used by the contractor during the construction of the main dwelling house, if such shelters are not used as residences or permitted to remain on the lot after completion.

**100.90 Damage to City property** - Damage to streets and other city property shall be repaired by the permittee to original condition within 30 days after inspection report to City Hall. A Certificate of Occupancy or Completion shall not be issued until such repairs have been made.

**110.00 Contractor signs** - Building/Contractor construction signs shall meet the following criteria:

- (1) Two (2) square feet total area or smaller;
- (2) Only information allowed on sign:
  - (a) Builder/Contractor/Company name;
  - (b) Phone number;
  - (c) Lot number or 911 number; and
  - (d) Street name.
- (3) Signs shall be placed in a conspicuous place so that suppliers/sub-contractors can locate job site.
- (4) Signs shall be removed within five (5) days after final inspection.
- (5) All signs not in conformance with the above regulations will be removed.

## **Section 200. Phase I of Construction**

**200.10 Property Corners Identified** - All property corners shall have permanent markers or monuments prior to approval of footing excavations.

### **200.20 Other Requirements for Phase I of Construction**

**(1) Trash Containers** - Every building site shall have a trash container, with lid, on site for the collection of trash such as drink bottles, food container, etc., and the work site shall be kept free of loose debris.



**(2) Dumpsters** - Every new building under construction shall have a dumpster on site prior to the framing stage of construction for the disposal of all construction material debris. Job sites shall be picked up at the end of each day and kept clean of all debris.

**(3) Temporary sanitary toilet required** - Prior to any construction work at site, a temporary portable sanitary toilet (port-a-john) or plywood type outdoor privy constructed over the septic tank may be used until a temporary water toilet can be installed in the house under construction. All such facilities must be kept in a sanitary manner throughout the construction period.

## **Section 300. Phase II Construction**

### **300.10 Specific local codes which are more restrictive than the Georgia Minimum Standard Codes adopted herein.**

**(1) Blasting/Explosives** - In addition to Section 414 of the International Building Code, the use of any blasting explosives must be under the direct onsite supervision of a licensed explosive engineer. At least twenty-four (24) hours notice must be given prior to activating an explosion.

#### **(2) 1 & 2 Family Decks and Ramps**

**(a) Concrete Footings:** City Building Code requires poured piers for deck supports. All deck footings must be excavated to a minimum of 12 inches below unsettled soil and must be below the frost line (12 inches for Sky Valley). Your deck design may require deeper footings based on the loads and the size of the deck as determined by the City Building Official or a qualified engineer.

**(3) Exterior Walls/Retaining Walls** - Exterior walls of any nature, excluding poured concrete walls, must be covered with wood, engineered wood, stone/stone veneer, brick/brick veneer, seamless steel, cement fiber siding (such as HardiPlank®), cement fiber masonite, vinyl siding (minimum 0.048" nominal thickness), or stucco (traditional or other cement coating as approved by the Building Official). All poured concrete walls shall have any exposed steel removed and pointed up. Basement walls and retaining walls, whether or not attached to the main structure, are included in this section.

**(4) Georgia Amendments to the International Code** - Only those Georgia Amendments to the International Code which are deemed by the City Building Official to be more restrictive than the International Code will be adopted hereby.

**300.20 Specific local codes regarding acceptable roof coverings - Amendments to the International Building Code and International Residential Code – Roof Assemblies** - The following six types of roof coverings are permitted within the City and shall be applied in accordance with the applicable provisions of the International Code and the manufacturer's installation instructions:

- (1) Asphalt shingles;
- (2) Metal roof shingles;
  - (a) The colors to be allowed are dark grey, dark brown, or dark green only and must be a matte finish.
  - (b) A sample must be provided at the time of making application for a building permit and must be approved by the City Building Official.
- (3) Slate and slate-type shingles;
- (4) Wood shingles;
- (5) Wood shakes; and
- (6) Metal roof panels;
  - (a) The colors to be allowed are dark grey, dark brown or dark green only and must be a matte finish. A sample must be provided at the time of making application for a building permit and must be approved by the City Building Official.

**300.30 Fireplace and Chimney Structures** - In addition to Section R1002, the use of fire resistance materials for the inside chimney shaft structure liner shall be minimum of 5/8" Fireshield FSW. This type material has a 2 hour fire resistance rating. This does not apply if metal studs or framing are used.

### **300.40 Water**

(1) **Water supply line** - The water supply line from the water main to the building shall be 12 inches minimum below the frost line of 12 inches (for a total minimum of 24 inches deep) and shall be a minimum 3/4" in diameter; and

(2) **Allowed materials** - All water lines for potable water may be of the following materials:

- (a) Type L copper pipe (not recommended due to corrosive water);
- (b) Cross-linked polyethylene (PEX) tubing rated at 100 psi at 180 degree Fahrenheit or better with all fittings conforming to ASTM F-1807 specifications;
- (c) Polyvinyl Chloride (PVC) SCH 40 or better (Outside Only); and
- (d) Chlorinated Polyvinyl Chloride (CPVC) Sch 40 or better (Hot & Cold).

### **300.50 Electricity**

**(1) Copper Conductors Required - Copper Conductors** – No copper clad or aluminum wire will be permitted as an electrical conductor from the meter base on any commercial or multi-family buildings. Only true copper conductors of electrical energy will be approved on those structures. Copper conductors from the meter base are acceptable on single family homes, but not required by the City. All electrical conductors must meet or exceed the National Electric Code.

**(2) Minimum 12-2 W/G wire** - All wall circuit to be wired with 12-2 W/G copper wire; and

**(3) Outside Disconnect Required** - A weatherproof disconnect switch must be installed in the main service line on an outside wall between the electrical meter and main circuit panel.

**300.60 Inspections Required** - All requests for inspections and re-inspections must be made to the City Clerk during office hours at City Hall. Pursuant to the International Residential Code, the following inspections will be required:

- (1) Footing inspection;**
- (2) Under slab inspection (habitable space);**
- (3) Foundation inspection;**
- (4) Rough-in inspection;**
- (5) Building framing;**
- (6) Insulation inspection (before and after); and**
- (7) Final inspection.**

### **300.70 Fuel storage tanks.**

**(1) Above Ground Installation of Fuel Tanks or Storage Receptacles shall be as follows:**

- (a)** 120 gallon or less can be stored against the building.
- (b)** 150, 250, 330 or 500 gallon - no less than 10 ft. from the building.
- (c)** 1000 gallon - no less than 20 ft. from the building.

**(2) Above Ground Tanks Shall be Hidden from View as follows:**

- (a)** Picket fence, high enough to obscure, around all sides of tank
- (b)** Evergreen shrubbery to cover tank totally
- (c)** Camouflage painting over all of tank.

(d) Any combination of A, B, or C plus painting tank and top cover to blend in with surrounding area.

(3) **Underground fuel storage tanks** - LP Gas or Liquid Fuel Tanks underground installations shall abide with the specific regulations so described by national, state or local codes.

### **Section 400. Phase III Construction**

**400.10 Termite Treatment** - All building sites for any home or structure must be termite treated prior to the footing inspection, with written verification provided at the inspection, and again prior to the final inspection. A certificate by the termite treatment company must be submitted to the building official prior to the issuance of a certificate of occupancy.

**400.20 Driveway Construction** - Should street drainage ditches require storm pipe, the pipe must be installed at commencement of job construction and driveway must feather out to existing grade thirty-six (36) inches before reaching street asphalt paving and shall require a three (3) inch dip running parallel with the road to allow rain water to run into the ditch. On streets where asphalt has not been applied, check with City Building Official as to where feather out point of driveway must stop. The materials for pipe shall be a minimum of 18" corrugated metal or concrete culvert pipe, or material of greater crush strength as may be approved by the Building Official upon receipt and review of manufacturer specifications. All driveways must have concrete or asphalt applied from the property line to the road.

**400.30 Two parking spaces required.** Each residential lot and individual duplex unit shall provide space for parking two automobiles off the street prior to occupancy of any dwelling constructed on said lot. Commercial parking requirements are covered in the City's Zoning Ordinance.

**400.40 Connection of service utilities** - No person shall make connections from a utility, source of energy, fuel or power to any building or system which is regulated by this code until approved by the inspection department.

**400.50 Authority to disconnect service utilities** - The inspection department shall have the authority to require disconnecting a utility service to the building, structure or system regulated by this code in case of emergency or when necessary to eliminate an imminent hazard to life or property. The inspection department shall have the authority to disconnect a utility service when a building has been illegally occupied, or entry into the building for purposes of making inspections cannot be readily granted. The inspection department shall notify the serving utility, and whenever possible the owner and/or occupancy of the building, structure or service system of

the decision to disconnect prior to taking such action. If not notified prior to disconnecting, the owner or occupant shall be notified in writing within eight (8) working hours.

**Section 500. Severability.**

In the event any section, subsection, sentence, or word of this ordinance is declared and adjudged to be invalidated or unconstitutional, such declaration or adjudication shall not affect the remaining portions of this article, which shall remain in full force and effect as if such portion so declared or adjudged unconstitutional were not originally part of this article. The city governing authority declared that it would have enacted the remaining parts of this article if it had known that such portion thereof would be declared or adjudged invalid or unconstitutional.

**Section 600. Conflicting Ordinances.**

Any ordinance or any portion of an ordinance that conflicts with this Ordinance is hereby revoked.

**Section 700. Effective date.**

This ordinance will become effective upon adoption by the City Council as provided by the Charter of the City of City of Sky Valley.

It is so ordained and approved by vote of the City Council of the City of Sky Valley this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

Approved:

\_\_\_\_\_  
Hughel Goodgame, Mayor

\_\_\_\_\_  
Bob Larsen, Council President

\_\_\_\_\_  
Liz Carr, Councilor

Attest:

\_\_\_\_\_  
Martin Greene, Councilor

\_\_\_\_\_  
Mandi Cantrell, City Clerk

\_\_\_\_\_  
Neil Howard, Councilor

\_\_\_\_\_  
David Whatley, Councilor

February 25, 2014

To the Honorable Mayor and Council Members of Sky Valley:

Due to circumstances beyond my control my water bill for January was: \$884.30. It was agreed that I could pay \$200.00 a month until it was paid in full. For this I am grateful because I am on a limited income since my husband died 4½ years ago.

We bought our vacation home at 36 Snowbird Lane in 2001. It has been a real joy to entertain friends and family over the years. Sky Valley is truly a wonderful place. We have the best City Manager and all the workers at City Hall are remarkable, especially Alyssa. The police department is terrific!! They have graciously helped me on several occasions?

We now have a new mayor and council members and I ask you to review my case and show me mercy. Any consideration for reduction of my bill will be greatly appreciated.

To the best of my knowledge this is what happened in January 2014.

January 7th I left Sky Valley for my home near Savannah - Upon advice from friends I was told NOT to turn my water off but to leave the water dripping - On 2 occasions I had friends go inside the house to make sure "it was OK."

January 22 and 23rd my son stayed at our house as he was on a business trip to N. Co. He called to report everything was fine at the house except the cold water did not run in the 3 bathroom showers - but all the other faucets were fine! When he left he made sure all faucets were dripping but he forgot to turn the showers to the OFF position.

January 31st as I was driving back to Sky Valley to check on things I received a call from Alyssa saying my water meter was running crazy and they turned my water off. I then called the plumber. He found the problem. There was no flooding but the shower faucets had been left on. Lesson learned: I now turn off water at the meter when leaving -

Page 3

I truly regret what happened and realize I am fully responsible for my bill. However if you can help me I will be forever grateful.

Sincerely,  
Jewell Muldrew  
(Beth)



Excerpts taken from City Water Ordinance

SECTION IV – WATER USE. All residences vacated during winter months shall be winterized to protect the plumbing from prevent freezing. **Under no circumstances may a water tap be left open to prevent freezing. This practice will be prohibited.** This act is a violation of water use conservation by the Georgia Environmental Protection Division. Therefore, 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. The City will also have the right to turn off all unattended outside water use.

SECTION XV – COMPLAINTS & ADJUSTMENTS.

(a) For all water users:

- (1) PROCEDURE: If the consumer believes his bill to be in error, he shall present his claim, in writing, to City Hall before the bill becomes delinquent. If such claim is made before the discontinuance of service as heretofore provided, the consumer may pay such bill under protest, and said payment shall not prejudice his claim.
- (2) CRITERIA: The City of Sky Valley will only consider requests for reduction of water usage/consumption billing if it is determined in the sole discretion of the City of Sky Valley acting by and through the City Manager that a leak occurred in such a location that would not be readily observable to the property owner.
- (3) ELIGIBILITY: To determine whether or not a water rate adjustment is to be considered the water usage/consumption as billed, which would be the basis of a request for adjustment, must exceed three times the average water bill for the twelve (12) billing cycles immediately preceding the billing cycle for which an adjustment is being sought. If the requested adjustment for water usage does not meet the above criteria no adjustment will be considered.
- (4) COMPUTATION: The maximum adjustment that may be authorized is fifty (50%) of the difference between the billed usage and the average of the twelve (12) immediately preceding monthly billings.
- (5) ADJUSTMENT: The City Manager will be authorized to make adjustments pursuant to the above procedure and criteria. It will be presumed that the City Manager made an appropriate determination based on the facts of each request.
- (6) LIMITATION: **Only one request for consideration of a billing adjustment per customer will be considered in any given 5 year period.**



This account was granted a billing adjustment in October 13, 2009 in the amount of \$163.45. Per City Ordinance, the City Manager is not authorized to make any adjustment to this account based on the circumstances and criteria set forth in the ordinance, and Ms. Muldrew would not be eligible for another billing adjustment until at least October 14, 2014. Appeals to this decision must go to the City Council.

Ordinance No. \_\_\_\_\_

**AN ORDINANCE TO ESTABLISH A WATER CONSERVATION PLAN AND  
DROUGHT CONTINGENCY PLAN FOR THE CITY OF SKY VALLEY**

Whereas, the City of Sky Valley is required to develop and implement effective water conservation programs and a drought contingency plan in accordance with accepted standards and which address rules established by the Georgia Board of Natural Resources; and

Whereas, the City of Sky Valley wishes to promote long-term efficient use of water resources;  
and

Whereas, the City of Sky Valley wishes to adhere to sound management practices in the operation of their water system to insure that maximum beneficial use is obtained from the permitted withdrawal.

Therefore, the Council of the City of Sky Valley hereby ordains:

- I. That the Water Conservation Plan, attached hereto and designated as Exhibit "A" and the Drought Contingency Plan, attached hereto and designated as Exhibit "B" be adopted by the City of Sky Valley.
  
- II. SHOULD ANY SECTION OR PROVISION OF THIS ORDINANCE BE DECLARED BY A COURT OF COMPETENT JURISDICTION TO BE UNCONSTITUTIONAL OR INVALID SUCH DECLARATION SHALL NOT AFFECT THE VALIDITY OF THE ORDINANCE AS A WHOLE OR ANY PART THEREOF OTHER THAN THE PART SO DECLARED TO BE UNCONSTITUTIONAL OR INVALID. ALL RESOLUTIONS AND ORDINANCES AND PARTS OF RESOLUTIONS AND ORDINANCES IN CONFLICT WITH THE PROVISIONS OF THIS ORDINANCE ARE HEREBY REPEALED.

It is so ordained and approved by vote of the City Council of the City of Sky Valley this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

Approved:

\_\_\_\_\_  
Hughel Goodgame, Mayor

\_\_\_\_\_  
Bob Larsen, Council President

\_\_\_\_\_  
Liz Carr, Councilor

\_\_\_\_\_  
Martin Greene, Councilor

\_\_\_\_\_  
Neil Howard, Councilor

\_\_\_\_\_  
David Whatley, Councilor

Attest:

\_\_\_\_\_  
Mandi Cantrell, City Clerk

First reading approved by City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

Second reading approved by City Council on the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

or

Second reading waived by unanimous vote  
of all council members present

EXHIBIT "A"

WATER CONSERVATION PLAN

CITY OF SKY VALLEY, GEORGIA

As adopted by the City Council  
\_\_\_\_\_, 2014

## INTRODUCTION

Conservation planning is an integral part of resource management, which emphasizes a balanced consideration of supply-management and demand-management options that, when implemented, meet the needs of a water system.

The purpose of this *Water Conservation Plan* is to promote long-term efficient use of water resources. The City of Cornelia plans to adhere to sound management practices in the operation of their water system to insure that maximum beneficial use is obtained from the permitted withdrawal.

### SECTION 1.0 SYSTEM MANAGEMENT

#### 1.1 Reduction and Management of Unaccounted for Water (UAW)

The key to any water conservation plan is a continued effort to manage and reduce unaccounted for water. Unaccounted for water is the difference between the total amount of water pumped into the water distribution system and the amount of metered use by the customers of the water system. This difference is expressed as a percentage of the total water pumped into the system.

$$\text{UAW}(\%) = 100[1 - (\text{metered use})/(\text{water pumped into distribution system from source})]$$

The following table shows the water loss percentages (UAW %) for the City of Sky Valley for a recent 24-month period.

TABLE 1:  
CITY OF SKY VALLEY  
Unaccounted for Water (UAW)

Year Ending	Pumped	Metered Billed	Metered Unbilled	Unmetered Unbilled	Total Consumed	UAW (sold/produced)
Jan, 2012	2,425,000.00	936,740.00	113,300.00		1,050,040	<b>0.61</b>
Feb, 2012	1,674,000.00	674,410.00	146,000.00		820,410	<b>0.60</b>
Mar, 2012	1,470,000.00	868,384.00	138,000.00		1,006,384	<b>0.41</b>
Apr, 2012	1,583,000.00	1,131,216.00	62,990.00		1,194,206	<b>0.29</b>
May, 2012	1,915,000.00	1,193,210.00	61,000.00		1,254,210	<b>0.38</b>
Jun, 2012	2,185,000.00	1,657,770.00	28,500.00		1,686,270	<b>0.24</b>
Jul, 2012	2,574,000.00	2,031,044.00	38,000.00		2,069,044	<b>0.21</b>
Aug, 2012	2,182,000.00	1,621,126.00	85,000.00		1,706,126	<b>0.26</b>
Sep, 2012	1,906,000.00	1,451,460.00			1,451,460	<b>0.24</b>
Oct, 2012	2,303,000.00	1,529,950.00	99,000.00		1,628,950	<b>0.34</b>
Nov, 2012	1,755,000.00	1,079,810.00	25,000.00		1,104,810	<b>0.38</b>
Dec, 2012	1,340,000.00	893,110.00	69,000.00		962,110	<b>0.33</b>
Jan, 2013	1,193,000.00	676,660.00	25,000.00		491,340.00	<b>0.43</b>

Feb, 2013	863,000.00	519,980.00	15,300.00	327,720.00	0.40
Mar, 2013	1,084,000.00	755,570.00	10,300.00	318,130.00	0.30
Apr, 2013	1,137,000.00	812,000.00	0.00	325,000.00	0.29
May, 2013	1,660,000.00	1,195,910.00	21,100.00	442,990.00	0.28
Jun, 2013	1,938,000.00	1,670,580.00	38,600.00	228,820.00	0.14
Jul, 2013	2,347,000.00	1,843,250.00	28,000.00	475,750.00	0.21
Aug, 2013	1,906,000.00	1,419,440.00	12,500.00	474,060.00	0.26
Sep, 2013	1,563,000.00	1,267,440.00	1,700.00	293,860.00	0.19
Oct, 2013	1,982,000.00	1,493,920.00	16,000.00	472,080.00	0.25
Nov, 2013	1,495,000.00	1,157,390.00	4,300.00	333,310.00	0.23
Dec. 2013	1,569,000.00	936,500.00	500.00	632,000.00	0.40
<b>Total</b>	<b>42,049,000</b>	<b>28,816,870</b>	<b>1,039,090</b>	<b>20,749,080</b>	<b>0.32</b>

As shown in the table above, the City's average UAW over the 24-month period was 32%.

## 1.2 Inventory of existing facilities, production & water use:

1.2.1 **Surface Water Treatment:** Sky Valley does not currently operate a surface water treatment facility. The City is currently permitted to withdraw a monthly average capacity of 0.25 MGD from the Mud Creek Impoundment. The initial plans for construction of a surface water treatment plant were done in 1987, but the City's wells have continued to provide the necessary water needed by its citizens thus far. Depending on the growth of the full-time resident population and future commercial development, the City will continue to monitor how quickly we may need to implement plans for a treatment plant.

### 1.2.2 Existing Wells:

	GPM	GPD
Well #3	80	96,000
Well #4	37.5	14,400
Well #5	12	7,680
Well #6	18.5	15,840
Well #7	25	13,500
Well #8	125	120,000
	<b>SUBTOTAL</b>	<b>267,420</b>
<b>WINDING RIDGE</b>		
Well #1	2.1	3020
Well #2	1.4	2000
	<b>SUBTOTAL</b>	<b>5,020</b>

### 1.2.3 Existing Storage Tanks:

	Capacity
Alex Mountain Tank	108,000
Sky High Tank	108,000
Shonberg Tank	65,000
Wild Bird Tank	68,000
Bayberry Tank	68,000
Southern Breeze Tank - WR	108,000

1.2.4 **Metering of Water Production:** Each of the city's wells has a water meter. Each of the meters provides continuous read-out of water pumping operations. The water meter readings are compared to customer billing records each month to quantify losses in distribution, metering and billing.

1.2.5 **Interconnections with Other Systems:** Sky Valley's water distribution system currently has no interconnections with any other systems.

## SECTION 2.0 IDENTIFICATION OF WATER CONSERVATION MEASURES

The human population continues to grow, but available water resources are finite. Therefore, society must conserve water through efficient use and active loss control if it is to sustain this precious resource.

2.1 **Current Programs to reduce UAW:** The City of Sky Valley is working on several programs to help manage and reduce UAW. These programs are discussed below and will be continued as part of the current Water Conservation Plan and include the following:

2.1.1 **Leak Detection and Elimination Program:** The water department has for many years employed a full time maintenance person responsible for making distribution system repairs as required. The city logs every reported leak as a work order and tracks those work orders to ensure that repair is accomplished. In addition to citizen reports of leaks, all operating departments of the City, including the police department, report any leaks observed during their normal operating function. All reported leaks from whatever source are investigated and prioritized for repair. Major leaks are repaired immediately with overtime work as necessary. Leak detection equipment is available for personnel to locate leaking pipes that are not visible on the surface. Personnel have been trained to operate the leak detection equipment.

- 2.1.2 **System Maps:** Maps of the City water system have been created and include all facilities in existence as of 2013.
- 2.1.3 **Line and Hydrant Flushing:** Flushing of mains is practiced whenever water supply reserves are adequate. The program is designed to periodically and systematically remove oxidation byproducts that accumulate in the mains. Valve and hydrant maintenance are a part of the flushing program. Currently, flushed water is metered or estimated and is deducted from our UAW figures
- 2.1.4 **Unauthorized Use:** All unauthorized users of city water are immediately given notice to cease and are advised to apply for service.
- 2.1.5 **Unmetered Service Connections:** City of Sky Valley policy requires that all service connections be metered. The system has no known unmetered service connections. Currently bulk water purchases are estimated and paid for accordingly. Bulk water usage has been deducted from our UAW figures.
- 2.2 **Other Water Conservation Measures Planned:** Recommended Improvements to Reduce UAW: A goal of 15% UAW is considered minimum industry standard. It is believed that recently initiated programs (complete meter replacement program, leak detection program, and updating of water system maps) may result in Sky Valley helping to meet this goal, but it will likely take additional measures to reach this and future goals.
- 2.2.1 **Flushing Water Usage:** It is recommended that water used for flushing be accounted for. The best method is using portable fire hydrant flow meters to measure water usage during routine flushing of water mains. In circumstances where metering is not feasible, operations personnel can maintain a log of hydrant flushing time and estimated rate of flow. This data should be stored and totaled on a monthly basis. With the planned purchase of a hydrant meter, the City will be able to determine the exact amount of water used and reduce it from our UAW
- 2.2.2 **Meter Maintenance, Testing and Replacement:** In 2011, Sky Valley intensified its efforts with respect to water meter maintenance. All new radio read meters were installed throughout the entire water system. Some meters had been close to 30 years old. An intensified effort of performing meter maintenance, testing and replacement is expected to result in lower unaccounted for water.
- 2.2.3 **Prevention of Tank Overflows:** Sky Valley has also implemented a plan to have water levels in Sky Valley's main pressure zone water tanks continuously monitored with SCADA equipment. The SCADA system will report an alarm if a water level reaches an overflow condition. Operating personnel will utilize the



tank level monitoring data to regulate water output and avoid overflow of tanks. The city is optimistic that this operating plan will prove very effective in prevention of tank overflows in the Sky Valley system.

2.2.4 **Replacement of galvanized pipes and blue poly lines:** Sky Valley's water system had a considerable amount of galvanized steel water pipes and blue poly lines in the older areas of town. As galvanized pipe ages, it is prone to develop leaks that are often difficult to locate. Also, the inside of the pipe corrodes, causing "rusty water" complaints and increases the need to flush the system. The blue poly lines have proven to be inferior in quality. Sky Valley has made major improvements in replacing galvanized and blue poly pipes in its system. The city will continue to try to locate and replace any remaining pipes made of these materials.

### 2.3 **Identification of other water conservation efforts**

2.3.1 **Audit of Metering and Billing Records:** Every system needs to occasionally audit its metering and billing records to ensure that no water customers are being overlooked in the billing and accounting system. Such an audit should also review the procedure by which new accounts are established such as monthly reports and cross-checks with building permits, etc.

2.3.2 **Rate Making Policies:** Water conservation by customers can be encouraged through a system's rate policy. With the ever-increasing demands upon water resources, it is becoming more important to establish water rates that encourage water conservation by customers. The following areas should be considered by governing officials when adopting water rate policy:

2.3.2(a) **Meter and bill all service connections:** Sky Valley's policy has been that all service connections are metered and billed; the city intends to continue this policy. For the year beginning January 1, 2014, the breakdown of customer usage, based on metered water volume was 1% Municipal, 4% Commercial and 95% Residential.

2.3.2(b) **Annual Review:** Rates to customers are reviewed annually by city staff and adjusted by the City Council as needed to maintain financial goals of the system.

- 2.3.3 **Statements of Self-Supporting Water System:** Sky Valley's policy is that the water system generate sufficient revenue from water rates and tap-on fees to pay all obligations of the water system including renewal and extensions of the system. The water system is not subsidized by ad valorem taxes or general fund revenue sources other than customer fees. Sky Valley has financed improvements to the system with GEFA low interest loans and SPLOST revenues.
- 2.3.4 **Plumbing Ordinance and Codes:** The City of Sky Valley has adopted the International Plumbing Code, which stipulates ultra-low flow plumbing fixtures complying with current Georgia law for new construction.
- 2.3.5 **Recycle-Reuse:** Currently recycling or reuse of treated wastewater within the water system is not being conducted.

### **SECTION 3.0 DROUGHT CONTINGENCY PLAN**

The City of Sky Valley has developed a *Drought Contingency Plan*, attached hereto, which will be used to determine drought severity. This plan also includes a water use priority program and restrictions on lower priority uses. Under normal conditions, the City of Sky Valley does not restrict the use of water for irrigation, but does charge full price for such water. During drought or periods of shortage the city does invoke restrictions on non-essential use of water in accordance with its Drought Contingency Plan.

### **SECTION 4.0 IMPLEMENTATION OF WATER CONSERVATION MEASURES**

Implementing water conservation measures will ensure a reduction of UAW. The measures below are adopted by Sky Valley as ways to prevent water loss and to conserve water.

- 4.1 **Leak Detection and Elimination:** Water audits shall be carried out as necessary. UAW shall be recorded and monitored on a monthly basis. Leaks reported to the City of Sky Valley or identified by city personnel shall be responded to and treated as urgent job orders.
- 4.2 **System Maps:** Maps of the City water system have been created to include all facilities in existence as of 2013.
- 4.3 **Line and Hydrant Flushing:** In circumstances where metering is not feasible, operations personnel will maintain a log of hydrant flushing time and estimated rate of flow.
- 4.4 **Meter Maintenance, Testing and Replacement:** The groundwater well meters will be calibrated annually. Records of calibration and any other maintenance on the meters shall

be maintained at the City Hall. Sky Valley upgraded the entire metering system to radio read meters in 2011.

4.5 **Prevention of Tank Overflows:** Sky Valley's main water tanks will be continuously monitored with SCADA equipment.

4.6 **Replacement of galvanized pipes and blue poly lines:** Sky Valley has recently completed an extensive replacement of all known galvanized and blue poly lines.

## **SECTION 5.0 ANALYSIS OF BENEFITS AND COSTS**

Conserving water and implementing the measures adopted by the City means there will be expenses involved. Sky Valley has spent approximately Four Million Dollars in water system improvements over the last four years. The City will continue to monitor any needs and budget accordingly.

## **SECTION 6.0 EDUCATION EFFORTS**

Sky Valley experienced severe water supply shortages due to drought conditions during the summers of 2006 and 2007. These conditions led the city to institute public awareness and education campaigns related to water conservation. On-going educational programs adopted by Sky Valley include:

- Placing signs around town with messages related to water restrictions.
- Distribution (via e-mail) of educational materials and public awareness information on water conservation and outdoor water use restrictions. This is a current, on-going practice.
- Sky Valley's website includes a link to water conservation tips that can be employed by water customers.
- Emergency communication calls can be made to all phone numbers in the City's database to notify of urgent situations.

## **SECTION 7.0 DEMAND FORECAST**

Long Range Planning: Sky Valley is working on a long-range water supply plan that when fully implemented will enable the city to meet water supply needs for the next twenty years. That plan is being prepared on the basis of a careful analysis of alternatives and with consideration of water conservation. Based on preliminary information, the table on the following page analyzes Sky Valley's demand forecast. Sky Valley will continue to evaluate its growth with these projections and this long range plan.



## SECTION 8.0 EVALUATION OF STRATEGY

The City of Sky Valley will submit to the Director, a progress report every 5 years outlining actions and improvements implemented to conserve water and reduce loss. The report will include progress on leak detection, public programs, system management improvement and rate considerations. Current period review information, and projections, will be presented and discussed. The *Water Conservation Progress Report*; attached hereto, shall be completed and submitted to the Director every five years.

An annual Water Use Data Report that includes information on unaccounted for water for the past 12 months will be submitted to the Director pursuant to Georgia Department of Natural Resources, *Rules and Regulations for Water Quality Control, subsection 391-3-6.07(15) Amended*. This report will include an account of water use for the previous calendar year, with monthly average and maximum day use for each month. This annual report shall be submitted to the Director by January 31 of the current year for water use in the previous calendar year.

**WATER CONSERVATION PROGRESS REPORT**      **Date:** \_\_\_\_\_

Withdrawal Permit # \_\_\_\_\_ - \_\_\_\_\_

Permit User Name \_\_\_\_\_

Current Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contact Person \_\_\_\_\_

Phone Number (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

<b>Report Year</b>  Please Report the most recent 5 Years  Year - Month	<b>Highest Monthly Average withdrawal</b>  over course of that report year  (gallons per day)  Monthly Production divided by days in month	<b>Annual Average Withdrawal</b>  (gallons per day)  Annual Production divided by days in year	<b>Population of Service Area</b>  Population	<b>Equivalent Gallons per Capita per Day</b>  Annual Average divided by Population

Please provide a brief description of your actions taken to improve water conservation and reduce water loss in the areas of: \_\_\_\_\_ (attach pages if more room is needed)

1. Leak Detection and/or repair:
  
2. Meter Installation, calibration or replacement:
  
3. Summer and/or peak use surcharges:
  
4. Enforcement of ultra-low flow plumbing fixture requirements:
  
5. Other water conservation actions:

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Signature and title of Authorizing Official

---

Printed name of Authorizing Official

EXHIBIT "B"

DROUGHT CONTINGENCY PLAN

CITY OF SKY VALLEY, GEORGIA

As adopted by the City Council  
\_\_\_\_\_, 2014



## **Section I: Declaration of Policy, Purpose, and Intent**

In order to conserve the available water supply and protect the integrity of water supply facilities, with particular regard for domestic water use, sanitation, and fire protection, and to protect and preserve public health, welfare, and safety and minimize the adverse impacts of water supply shortage or other water supply emergency conditions, the City of Sky Valley (Sky Valley) hereby adopts the following regulations and restrictions on the delivery and consumption of water. Water uses regulated or prohibited under this Drought Contingency Plan (the Plan) are considered to be nonessential and continuation of such uses during times of water shortage or other emergency water supply conditions are deemed to constitute a waste of water which subjects the offender(s) to penalties as defined in Section XI of this Plan.

## **Section II: Public Involvement**

Opportunity for the public to provide input into the preparation of the Plan was provided by Sky Valley by posting the draft Plan on the Internet, City Hall, and by posting notice of a public council meeting held February 25, 2014, in the City of Sky Valley.

## **Section III: Public Education**

The City of Sky Valley will periodically provide the public with information about the Plan, including information about the conditions under which each stage of the Plan is to be initiated or terminated and the water use restrictions to be implemented in each stage. This information will be provided by means, including but not limited to, public service announcements, internet and e-mail notices, utility bill notices, and educational meeting presentations.

## **Section IV: Authorization**

The City Manager (the Manager) or his/her designee is hereby authorized and directed to implement the applicable provisions of this Plan upon determination that such implementation is necessary to protect public health, safety, and welfare. The Manager or his/her designee shall have the authority to initiate or terminate water shortage or other water supply emergency response measures as described in this Plan.

## **Section V: Application**

The provisions of this Plan shall apply to all persons, customers, and property utilizing water provided by Sky Valley. The terms "person" and "customer" as used in the Plan include individuals, corporations, partnerships, associations, and all other legal entities.

## **Section VI: Definitions**

For the purposes of this Plan the following definitions shall apply:

**Aesthetic water use:** water use for ornamental or decorative purposes such as fountains, reflecting pools, and water gardens.

**Conservation:** those practices, techniques, and technologies that reduce the consumption of water, reduce the loss or waste of water, improve efficiency in the use of water or increase the

recycling and reuse of water so that a supply is conserved and made available for future or alternative use.

**Customer:** any individual, corporation, partnership, association, and any other legal entity utilizing water provided by Sky Valley.

**Domestic water use:** water use for personal needs or for household or sanitary purposes such as drinking, bathing, heating, cooking, sanitation, or for cleaning a residence, business, industry, or institution.

**Landscape irrigation use:** water used for the irrigation and maintenance of landscaped areas, whether publicly or privately owned, including residential and commercial lawns, gardens, golf course greens, tees, and fairways, parks, and rights-of-way and medians.

**Non-essential water use:** water uses that are not essential nor required for the protection of public health, safety, and welfare, including:

- (a) irrigation of landscape areas, including parks, athletic fields, and golf courses, except otherwise provided under this Plan;
- (c) use of water to wash any motor vehicle, motorbike, boat, trailer, airplane or other vehicle;
- (d) use of water to wash down any sidewalks, walkways, driveways, parking lots, tennis courts, or other hard-surfaced areas;
- (e) use of water to wash down buildings or structures for purposes other than immediate fire protection;
- (f) flushing gutters or permitting water to run or accumulate in any gutter or street;
- (g) use of water to fill, refill, or add to any indoor or outdoor swimming pools or jacuzzi-type pools;
- (h) use of water in a fountain or pond for aesthetic or scenic purposes except where necessary to support aquatic life;
- (i) failure to repair a controllable leak(s) within a reasonable period after having been given notice directing the repair of such leak(s)

#### **Section VII: Requirements for Initiation and Termination of Water Shortage Conditions and Implementation of Water Use Restrictions**

After official determination by the Manager, or his or her designee, that the public water supply is or will be limited, or that demand is or is projected to exceed supply, the Manager will declare and classify the water shortage condition using the requirements for initiation identified in Drought Contingency Plan Attachment 1. The Manager, or his or her designee, will monitor the water supply on a daily basis and, according to the requirements for initialization for each stage, shall determine that mild, chronic, or acute/emergency water shortage conditions exist. Upon public notice the Manager, or his or her designee, will implement the appropriate water use restrictions found in Drought Contingency Plan Attachment 1.

#### **Section VIII: Wholesale Water Customers**

Sky Valley does not contract with anyone to sell water wholesale.

## **Section IX: Public Notification**

Informing the Public. Posted signs, public service radio announcements, public meeting announcements, and notices via the city's web site and e-mail distribution list will be made giving customers details of the expected condition, promoting public participation, and advising customers of the possible penalties as appropriate. The city's web site will be utilized for long-range information distribution.

Initiation Procedure. Public service radio announcements, public meeting announcements, and notices via the city's e-mail distribution list will be made that a water shortage condition has been declared. The announcement will detail the conditions and actions to be taken by customers. The public will be kept informed for the duration of the emergency. The city's web site will be utilized for long-range information distribution.

Termination Procedure. Public meeting announcements and notices via the city's web site and e-mail distribution list will be made that a water shortage condition has been rescinded and reclassified as appropriate.

## **Section X: Variances**

The Manager, or his/her designee, may, in writing, grant a temporary variance for existing water uses otherwise prohibited under this Plan if it is determined that failure to grant such variance would cause an emergency condition adversely affecting the health, sanitation, or fire protection for the public or the person requesting such variance and if one or more of the following conditions are met:

1. Compliance with this Plan cannot be technically accomplished during the duration of the water supply shortage or other condition for which the Plan is in effect.
2. Alternative methods can be implemented which will achieve the same level of reduction in water use.

Persons requesting an exemption from the provisions of this ordinance shall file a petition for variance with the Manager after the Plan or a particular water shortage condition response stage has been invoked. All petitions for variances shall be reviewed by the Manager, or his/her designee, and shall include the following:

1. Name and address of the petitioner(s).
2. Purpose of water use.
3. Specific provision(s) of the Plan from which the petitioner is requesting relief.
4. Detailed statement as to how the specific provision of the Plan adversely affects the petitioner or what damage or harm will occur to the petitioner or others if petitioner complies with this Ordinance.
5. Description of the relief requested.
6. Period of time for which the variance is sought.
7. Alternative water use restrictions or other measures the petitioner is taking or proposes to take to meet the intent of this Plan and the compliance date.
8. Other pertinent information.

Variations granted by Sky Valley shall be subject to the following conditions, unless waived or modified by the Manager or his/her designee:

1. Variations granted shall include a timetable for compliance.
2. Variations granted shall expire when the Plan is no longer in effect, unless the petitioner has failed to meet specified requirements.

No variance shall be retroactive or otherwise justify any violation of this Plan occurring prior to the issuance of the variance.

3. Variations can not be granted for uses that would violate the Drought Response Level as indicated by the Georgia Environmental Protection Division.

### **Section XI: Enforcement**

Water customers and other users of Sky Valley's water that do not comply with this ordinance shall be subject to a penalty and fine as set forth herein. First time violators are subject to misdemeanor penalties not to exceed \$100. Second time violators are subject to misdemeanor penalties not to exceed \$500. For a third offense, water service will be terminated and the violator will need to appear in court where the fine will be set in accordance with the maximum penalty allowable pursuant to the City charter. Warnings may be issued to first time violators for the first several days of the restrictions, but afterwards, citations will be issued and fines may be assessed by the City

### **Section XII: Revisions to the Drought Contingency Plan**

The Manager or his/her designee shall review and update, as appropriate, the Plan at least every five (5) years, based on new or updated information, such as the adoption or revision of the regional water plan or changes in law or regulation. All updates will be submitted for approval by the City Council.

### **Section XIII: Severability**

It is hereby declared to be the intention of Sky Valley that the sections, paragraphs, sentences, clauses, and phrases of this Plan are severable, and if any phrase, clause, sentence, paragraph or section shall be declared unconstitutional by the judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not effect any of the remaining phrases, clauses, sentences, paragraphs or sections of this Plan, since the same would have been enacted by the governing body of Sky Valley without the incorporation into this Plan of any such unconstitutional phrase, clause, sentence, paragraph or section.

# **City of Sky Valley Drought Contingency Plan Attachment 1**

## **Description of Water Shortage Conditions and Water Use Restrictions**

### **Stage 1 Mild Water Shortage Conditions**

**Requirements for Initiation** – Any one of the following requirements is sufficient for initiation of the water use restrictions:

1. Water demand is approaching the maximum safe demand of the water supply system;
2. Supply lake levels are low enough to cause concern for future water supply;
3. Water supplies are adequate but water levels, reservoir capacities, or groundwater supplies are low enough that there is a real possibility that the supply situation may degrade if the drought or emergency condition continues.

### **Water Use Restrictions**

1. City water customers will be asked to voluntarily refrain from or significantly limit water uses defined as aesthetic, domestic, landscape irrigation, and other nonessential uses. The City Manager of the City of Sky Valley (the Manager) will make suggestions on ways to limit such uses.
2. The objective of these water use restrictions is a 5 percent reduction in annual average demand and a 10 percent reduction in peak day demand.
3. All City of Sky Valley operations will adhere to the water use restrictions established by the Manager.
4. The City of Sky Valley will request that all customers and other users of city water practice water conservation measures.
5. The Manager may implement additional water use restrictions as necessary.

### **Conditions for Termination**

Stage 1 water restrictions may be rescinded when all initiation conditions have ceased to exist as determined by the Manager.

### **Stage 2 Chronic Water Shortage Conditions -**

**Requirements for Initiation** – Any one of the following requirements is sufficient for initiation of the water use restrictions:

1. Water demand reaches the maximum safe demand of the water supply system; or
2. Supply levels from lakes, wells, and/or groundwater are low enough and continue to decline to cause concern for future water supply; or have been reduced due to mechanical failure or other means.

## **Water Use Restrictions**

1. Stage 1 restrictions remain in effect.
2. Landscape irrigation will be restricted as follows:
  - a. From 6:00 pm to 10:00 am on designated days,
  - b. Designated water days for all customers are as follows:
    - i. Tuesday and Thursday for even numbered addresses,
    - ii. Monday and Wednesday for odd numbered addresses.
3. Use of city water to wash any motorized vehicle, motorbike, boat, trailer, airplane, motor home, camper, or other vehicle is prohibited except under the following conditions:
  - a. During the hours from 6:00 pm to 10:00 am and using prescribed water use practices,
  - b. Prescribed vehicle water use practices are using a hand-held bucket and hand-held hose with an automatic shutoff nozzle.
  - c. Washing of vehicles to protect the health, safety and welfare of the public; such as, emergency vehicles, garbage trucks, food transport vehicles, etc., are exempt from these restrictions.
4. Recreational use of water is not allowed except on designated water use days (as defined in item 2) where water levels in existing recreational facilities may be maintained. Recreational water use includes, but is not limited to, swimming pools, Jacuzzi's, hot tubs, wading pools, and fountains.
5. Operation of an ornamental fountain or pond for aesthetic or scenic purposes is prohibited except where necessary to support aquatic life or where such fountain or ponds are equipped with a recirculation system.
6. Use of water from fire hydrants shall be limited to fire fighting or other related activities necessary to maintain public health, safety and welfare. Use of water from fire hydrants for construction purposes is allowed under permit by the City of Sky Valley.
7. All restaurants are prohibited from serving water to patrons except upon request,
8. Hotels and motels are required to implement water conserving measures. Such measures include, but are not limited to, the following:
  - a. Changing sheets only when requested by the guest,
  - b. Replacing towels and wash clothes only when requested by the guest.
9. Nonessential use of water is prohibited. Examples of nonessential water uses are as follows:
  - a. Washing down sidewalks, driveways or other impervious areas, except where necessary to remove contaminants from chemical spills,
  - b. Washing down buildings or structures for purposes other than fire fighting,
  - c. Flushing gutters or allowing water to accumulate or flow down any gutter or street,
  - d. Failure to repair a leak within five (5) calendar days after having been made aware of the leak.
10. The City of Sky Valley may reduce water system pressure to conserve water as long as the state required minimum is still available at the meter.
11. The Manager may implement additional water use restrictions as necessary.

## **Conditions for Termination**

Stage 2 water restrictions may be rescinded when all initiation conditions have ceased to exist as determined by the Manager. When Stage 2 is terminated, Stage 1 automatically becomes in effect.

### **Stage 3 Acute or Emergency Water Shortage Conditions**

**Requirements for Initiation** – Any one of the following requirements is sufficient for initiation of the water use restrictions:

1. Water demand has exceeded the maximum safe supply capability of the water supply or distribution system;
2. Supply lake or groundwater levels are low enough to result in the potential inability to provide further supply;
3. There has been a failure in a major water supply or transmission component; such as, a pumping system, supply line, transmission or distribution pipeline, or storage tank, that causes a severe limit on the ability of the water system to meet the demand.

#### **Water Use Restrictions**

1. All Stage 2 water restrictions remain in effect.
2. All outdoor water use is prohibited except where necessary to protect the health, safety, and welfare of the public.
3. No new landscape material may be installed.
4. Operation of ornamental fountains or ponds is prohibited except where necessary to preserve aquatic life.
5. The Manager may implement additional water use restrictions as necessary.

#### **Conditions for Termination**

Stage 3 water restrictions may be rescinded when all initiation conditions have ceased to exist as determined by the Manager. Upon cessation of Stage 3, Stage 2 water use restrictions become effective.

#### **Exemptions**

- (1) These rules shall not apply to the following outdoor water uses:
  - (a) Capture and re-use of cooling system condensate or storm water in compliance with applicable local ordinances.
  - (b) Re-use of gray water in compliance with applicable local ordinances.
- (2) The following established landscape water uses are exempt from the outdoor water use schedules of this rule.
  - (a) Use of reclaimed wastewater by a designated user from a system permitted by EPD to provide reclaimed wastewater.
  - (b) Irrigation of personal food gardens.
- (3) The following golf course outdoor water uses are exempt from the outdoor water use schedules of these rules.
  - (a) Use of reclaimed wastewater by a designated user from a system permitted by EPD to provide reclaimed wastewater.
  - (b) Irrigation of fairways during times of non-drought and Declared Drought Stage One.
  - (c) Irrigation of tees during times of non-drought and Declared Drought Stages One, Two and Three.
  - (d) Irrigation of greens.