

**REGULAR COUNCIL MEETING
CITY OF SKY VALLEY, GEORGIA
NOVEMBER 18, 2013
MONDAY, 2:00 PM
FELLOWSHIP HALL, 817 SKY VALLEY WAY**

AGENDA

CALL TO ORDER

INVOCATION/PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

October 21 – Regular Council Meeting

ADOPTION OF AGENDA

MAYOR'S REMARKS

COUNCIL REMARKS

DEPARTMENT REPORTS

Police Chief's Report
City Financial Report
Tax Commissioner's Report
Building Inspector's Report
City Manager's Report

NEW BUSINESS

- Update on street light grant
- Update on weather station & webcam
- Approval of Resolution Adopting the 2013 Budget
- Approval of building Code Ordinance
- Evaluation of sealed bids for surplus property
- Discussion of park
- Discussion of sign at city hall

POA REPORT

PUBLIC FORUM AND GENERAL COMMENTS

EXECUTIVE SESSION

ADJOURNMENT

**REGULAR COUNCIL MEETING
CITY OF SKY VALLEY, GEORGIA
OCTOBER 21, 2013
MONDAY, 2:00 PM
FELLOWSHIP HALL, 817 SKY VALLEY WAY**

MINUTES

Mayor Martindale called the meeting to order.

Those present: Mayor Martindale, Council President Howard, Councilors Carr, Larsen, Platt, and Whatley, Attorney Dickerson, City Manager Lapeyrouse, City Clerk Cantrell, and Officer Edwards.

Pam Martindale gave the invocation. Mayor Martindale led the Pledge of Allegiance.

APPROVAL OF MINUTES

Councilor Whatley made a motion to approve the minutes of the September 16, 2013 Regular Council Meeting, 2nd Councilor Larsen. Council President Howard mentioned a typo on page three. With this correction, the motion to approve the minutes passed unanimously.

ADOPTION OF AGENDA

Councilor Platt made a motion to adopt the agenda, 2nd Councilor Whatley. Council President Howard requested to add the item approval of quitclaim deed for 483 E. Sugarbush under new business. Councilor Platt amended her motion to adopt the agenda with this addition, 2nd Councilor Whatley, unanimously approved.

MAYOR'S REMARKS

Mayor Martindale reported that the Post Office Park lease was signed by Harrison Merrill.

Mayor Martindale read a Proclamation Declaring September 27, 2013 as Eva Berd Day and a Proclamation Declaring the week of October 21 – October 27, 2013 as Garden Club Appreciation Week.

COUNCIL REMARKS

Councilor Whatley gave an update on the mutual aid agreement with Macon County North Carolina and explained that this agreement is for first responder type emergencies only and no law enforcement.

Councilor Platt said that Mike Brady is working with Sheriff Andrews to create a county-wide neighborhood watch program. She said that our needs are a little different than the rest of the county because we have a high number of vacant homes in the winter; the program will not cost any money to implement.

Councilor Larsen said that he spoke with Public Works Superintendent Rick Cavalli about removing some of the dead hemlock trees and locust trees hanging over the roads. He said that Cavalli told him that the city will be working on removing these trees in November.

Citizen Carolyn Burgess said that when the city trims trees, we need to make sure to preserve the natural beauty and canopy.

POA President Sam LaMonte said that the POA is planning a Save the Hemlocks program for next year. He said that the FireWise program, once implemented, will help residents with taking care of trees. Councilor Carr said she recommends having a Community Watch Program in place so that the signs that are up are not misleading.

DEPARTMENT REPORTS

- Police Chief's Report – given by Officer Edwards
- City Financial Report – given by City Clerk Cantrell
- Tax Commissioner's Report – given by City Clerk Cantrell
- Building Inspector's Report – given by City Manager Lapeyrouse

Citizen Sam LaMonte asked about a house on Ridgepole that almost clear-cut the lot. Councilor Larsen said that what they cut was all brush and nothing large enough to require a permit.

Citizen Hughel Goodgame asked if the city tracks the cost of improvements to homes with the remodel/repair permits. City Manager Lapeyrouse responded that the city collects that information for the county.

City Manager's Report – given by City Manager Lapeyrouse

COMMITTEE REPORTS

Planning & Zoning Commission

Planning & Zoning Commissioner Joel Dawkins said they met on October 15th to hold public hearings for variance requests at 738 Sky High and 222 Red Wolf Trail. Both of the requests were to add a carport or garage and to encroach into the setback requirements to be able to build. The Commission voted unanimously to recommend approval of these requests to the Council.

NEW BUSINESS

- Quitclaim Deed for 483 E. Sugarbush

The quitclaim deed is to clear up where a portion of the carport is on the city's right of way. Councilor Whatley made a motion to approve, 2nd Councilor Larsen, unanimously approved.

- Approval of variance request at 738 Sky High Drive
Councilor Whatley made a motion to approve, 2nd Larsen, unanimously approved.

- Approval of variance request at 222 Red Wolf Trail
Councilor Larsen made a motion to approve, 2nd Councilor Whatley. Councilor Carr asked if encroaching 11 feet into the setback will affect the ambulance or police's access to this road. City Manager Lapeyrouse explained that the setback is an additional 15 feet off the road right of way and this will not interfere with the roadway. The motion passed unanimously.

- Mims Wilkinson letter

Mayor Martindale read a letter from Citizen Mims Wilkinson sent on October 6, 2013. A copy of this letter is hereby incorporated by reference and attached hereto.

City Manager Lapeyrouse said that she met with Les Neely to see if anything could be done regarding the pond and dam. Mr. Neely said the city could approach the State for a permit to dredge the lake. If the lake is dredged, we cannot stop the flow of water, we can only divert it while we would be working on it. Mr. Neely said that the cost to dredge and dispose of the silt will be over a million dollars.

Citizen Steve Brett asked if the waterway was included in the park lease agreement. City Manager Lapeyrouse said the lease did not mention the water and that she believes we would need Harrison Merrill's permission before anything could be done.

POA President Sam LaMonte said that as per Mims Wilkinson's presentation at the POA meeting, not taking care of this waterway has some potential future implications if it turns into a wetlands area instead of a flowing waterway.

Mayor Martindale asked City Manager Lapeyrouse to find out what would need to be done for the permitting process and the cost of the work.

Citizen Hughel Goodgame asked if some of this area is on the right of way. City Manager Lapeyrouse said that some of it might be.

- Approval of contract for delinquent tax collection services with Appalachian Mountain Services
City Clerk Cantrell presented the contract and explained that this is the company we have used in the past, it is the same collection company Rabun County uses, and that no fees are charged to the city. All collection fees are charged to the delinquent taxpayer. Council President Howard made a motion to approve, 2nd Councilor Whatley, unanimously approved

- Approval of Rules of Procedure Ordinance
City Manager Lapeyrouse presented the updates to the Rules of Procedure Ordinance to make it consistent with the Charter that allows the Mayor the ability to vote and to Section 12 changing the notice time for special meeting to 24 hours consistent with Georgia's Open Meetings Act. Councilor Whatley made a motion to approve the changes, 2nd Council President Howard. Councilor Whatley asked if the 24 hour notice for special meetings is less likely to attract litigation than the 48 hour notice that is currently in the ordinance. Attorney Dickerson said that he believed it was because it matches the State's requirements.

- Garbage collection schedule
Councilor Carr made a motion to have garbage collection once a week November through June to be collected on Tuesday. The motion died due to lack of a second. City Manager Lapeyrouse asked if the council wanted to go ahead and set the date for once a week pick up during winter months or if they wanted to wait until the amount of garbage collected lessens. Councilor Larsen made a motion to change to once a week garbage collection after New Years through Memorial Day, 2nd Councilor Platt, unanimously approved.

- Discussion of sign at entrance & possible lease agreement
Councilor Whatley said he requested this be on the agenda to amend the current lease with the Club for the sign on Hwy 106 to include the sign at the entrance. Mayor Martindale said his only concern is

that if the city leases the sign at the entrance to the Club that we cannot control what is on the sign. There was no motion.

- **Approval of Tree Ordinance**

City Manager Lapeyrouse explained that at the last meeting, there was an incident where someone trimmed trees without a permit and was issued a fine for not obtaining a permit, and he came to the council requesting the fine be waived. The Council waived the fine and requested that the Tree Ordinance be on the next agenda. Discussion followed and the Council does not want to change the Ordinance at this time. Council President Howard made a motion to postpone, 2nd Councilor Whatley, unanimously approved.

- **Discussion of open house signs**

Councilor Larsen made a motion to approve the Sign Ordinance to allow Open House signs to be out for 48 hours and allowing directional signs, 2nd Councilor Platt. Discussion followed about how long the signs should be out. Councilor Larsen amended his motion to allow the Open House and direction signs to be out seven days in advance of the Open House, 2nd Councilor Platt, unanimously approved.

Councilor Carr asked made a motion to allow two for sale signs – one in the yard and one in the window, 2nd Councilor Larsen. Councilor Whatley said we need to look at the sign ordinance in its entirety. Mayor Martindale expressed concern with the possible increase of signs because so many homes are for sale. The motion passed unanimously.

POA REPORT

POA President Sam LaMonte said that this is his last report as he is stepping down as President. He said that after working with the city, he has a greater appreciation of what the city does. He said the POA membership has increased this year by over 100 members. Laura Gurley will be taking over as President November 1.

PUBLIC FORUM AND GENERAL COMMENTS

Carolyn Burgess said she drove down Sheepcliff and it is in really rough shape. She said that someone on Sheepcliff told her that the City said there was no money this year to repair the road. Citizen Ray Becker said he was told the same thing. City Manager Lapeyrouse said that no one has spoken to her regarding Sheepcliff and that we can repair it.

Al Lee thanked water clerk Alyssa Mullins for calling him regarding an increase in his water bill because it helped him locate a water leak.

Citizen Jim Kobacker thanked Christine Lamonte and the city for working together on the entrance stating that this is the best the entrance has ever looked.

EXECUTIVE SESSION

Councilor Whatley made a motion to move into executive session to discuss personnel and real estate, 2nd Councilor Larsen, unanimously approved.

Meetings when discussing or deliberating upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer. O.C.G.A. § 50-14-

3(6). (Except when receiving evidence or hearing argument on charges filed to determine disciplinary action or dismissal of a public officer or employee.)

Meetings when any agency is discussing real estate. O.C.G.A. § 50-14-3(4).

Councilor Whatley made a motion to reconvene regular session, 2nd Councilor Platt, unanimously approved.

Councilor Whatley made a motion to place Byron Godwin on paid leave through January, 2nd Councilor Platt, unanimously approved.

Councilor Platt made a motion to declare Southwoods, Part 8, Lot 30 as surplus property and to accept sealed bids for this piece of property, 2nd Councilor Larsen, unanimously approved.

Councilor Whatley made a motion to adjourn, 2nd Councilor Larsen, unanimously approved.

Respectfully submitted:

James Martindale, Mayor

Attested:

Mandi Cantrell, City Clerk



SKY VALLEY POLICE DEPARTMENT MONTHLY STATISTICS

INCIDENT	MONTH	YTD 2013	MONTH	YTD 2012	STAT
Fire	0	3	0	7	
Medical Emergency	1	26	3	32	
Vehicle Accident	1	8	2	10	
Family Violence	0	1	0	0	^
Fight/Assault	0	2	0	0	^
Suicide/Death	0	3	1	1	^
Missing Person	0	2	0	0	^
Burglary	0	0	0	2	
Theft	0	3	0	5	
Suspicious Activity	2	24	4	33	
Suspicious Person	0	9	0	0	^
Suspicious Vehicle	1	17	3	17	^
Alarm	0	5	1	13	
Investigation	3	7	0	5	
DUI/ Public Drunk	0	0	0	1	
Drug Related	0	0	0	0	
Juvenile	0	0	0	3	
Stationary Patrol	0	0	0	0	
Traffic Control	1	2	0	13	
Traffic Stop	1	10	2	38	
Mutual Aid	4	11	3	19	
Animal	7	28	1	20	^
Lost & Found	0	1	0	3	
Complaint	4	7	0	5	^
City Ord. Violation	0	6	0	6	^
All Others	0	17	0	0	
Assisting Residents	6	33	8	41	
Escorting Visitors	2	17	1	16	^
Residential Check	22	336	14	190	^
Discovered Unsecure	0	3	0	0	
Welfare Check	3	18	3	11	^
Water/Tree/Infrastructure	3	36	04	68	
Vehicle Assistance	5	32	02	56	
Arrested	0	0	0	1	
Incarcerated	0	0	0	0	
Warning	0	5	0	1	^
Citations	0	1	0	3	
Total Calls	44	373	40	424	
911 Calls	04	59	0	0	
Mileage	3706	40,037	3813	39,926	^
October 2013					

City of Sky Valley, GA

Balance: All Accounts
as of October 31, 2013

Account	Balance
General Fund	
Bank Balance	\$708,643
Restricted Funds	
Admin & General Government	\$ 49,963
Roads	\$ 54,248
Police	\$ 4,468
Housing & Development	\$ 15,000
Funds Remaining in FY 2013 Budget (includes budget amendments to date)	\$ 168,499
Unrestricted Funds	\$ 416,465
Enterprise Funds	
Bank Balance	\$ 782,829
Restricted Funds	
Water	\$ 13,428
Solid Waste	\$ 23,829
GEFA Debt Service	\$ 160,431
Funds Remaining in FY 2013 Budget	\$ 137,982
Unrestricted Funds	\$ 447,159
Hotel/Motel Tax Fund	
Accommodations Tax Received	\$ 4,370

CITY OF SKY VALLEY
General Fund
Summary Budget Performance
October 2013

	Oct 13	Jan - Oct 13	YTD Budget	% of Budget
Income				
33.4000 · GA government grants/contracts	0.00	22,552.01	16,000.00	140.95%
33.7100 · Rev. shared by Co.	0.00	65,000.00		
33.9000 · Other Grants (GMA, GIRMA, etc)	0.00	1,500.00	3,000.00	50.0%
60110 · Ad valorem - property	0.00	827,212.96	843,885.00	98.02%
60120 · Ad valorem - vehicles	622.57	7,112.82	7,625.00	93.28%
60140 · Penalties, Fifa's, interest	5.64	3,896.05	15,000.00	25.97%
60210 · Insurance premium tax	0.00	0.00	12,000.00	0.0%
60220 · Beverage Excise tax	121.76	786.50	400.00	196.63%
60230 · Franchise tax	2,343.55	48,046.05	50,000.00	96.09%
60235 · Fines & forfeitures	0.00	250.00	4,000.00	6.25%
60240 · Business license	0.00	1,632.50	3,000.00	54.42%
60250 · Permits	1,388.00	9,014.34	10,000.00	90.14%
60270 · Zoning applications	100.00	300.00	100.00	300.0%
60271 · Sales of Reports, Copies, Etc.	204.20	585.70	450.00	130.16%
60280 · Real estate transfer tax	315.78	1,628.67	1,000.00	162.87%
60281 · Intangible tax	789.68	6,099.63	4,500.00	135.55%
69110 · Interest income	272.06	3,041.23	4,000.00	76.03%
69115 · Transfer from hotel/motel tax	0.00	0.00	3,000.00	0.0%
69150 · Refunds & Reimbursements	0.00	14,632.80	1,000.00	1,463.28%
69990 · Miscellaneous	3.00	658.91	500.00	131.78%
70000 · Sale of surplus property	0.00	55,542.07	2,000.00	2,777.1%
Total Income	6,166.24	1,069,492.24	981,460.00	108.97%
General Gov & Administration				
510000 · Personal Services	16,642.62	138,556.73	163,368.00	84.81%
520000 · Purchased / Contracted Services	3,035.26	33,499.16	46,550.00	71.96%
530000 · Supplies	896.36	13,019.25	24,091.00	54.04%
Total Expense	20,574.24	185,075.14	234,009.00	79.09%
Police				
510000 · Personal Services	27,626.31	236,151.43	286,664.00	82.38%
520000 · Purchased / Contracted Services	1,322.69	15,835.91	23,920.00	66.2%
530000 · Supplies	1,778.00	18,811.86	26,000.00	72.35%
Total Expense	30,727.00	270,799.20	336,584.00	80.46%
Roads				
510000 · Personal Services	14,684.51	123,125.19	141,804.00	86.83%
520000 · Purchased / Contracted Services	919.12	25,648.04	32,940.00	77.86%
530000 · Supplies	10,045.21	43,094.27	37,955.00	113.54%
540000 · Capital Outlays	0.00	215,037.75	102,333.00	210.14%
Total Expense	25,648.84	406,905.25	315,032.00	129.16%

CITY OF SKY VALLEY
General Fund
Summary Budget Performance
October 2013

	Oct 13	Jan - Oct 13	YTD Budget	% of Budget
Housing & Development				
510000 · Personal Services	342.05	10,791.78	10,805.00	99.88%
520000 · Purchased / Contracted Services	70.14	4,076.24	4,775.00	85.37%
530000 · Supplies	235.05	1,830.86	2,600.00	70.42%
Total Expense	647.24	16,698.88	18,180.00	91.85%
Elections				
520000 · Purchased / Contracted Services	632.00	1,062.25	1,450.00	73.26%
530000 · Supplies	0.00	0.00	50.00	0.0%
Total Expense	632.00	1,062.25	1,500.00	70.82%
Judicial				
510000 · Personal Services	239.02	2,008.32	2,395.00	83.86%
520000 · Purchased / Contracted Services	0.00	269.66	1,960.00	13.76%
530000 · Supplies	0.00	0.00	50.00	0.0%
Total Expense	239.02	2,277.98	4,405.00	51.71%
Fire & Rescue				
510000 · Personal Services	0.00	(184.08)		
570000 · Other Costs	15,000.00	60,000.00	60,000.00	100.0%
Total Expense	15,000.00	59,815.92	60,000.00	99.69%
Legislative				
520000 · Purchased / Contracted Services	0.00	8,675.07	9,115.00	95.17%
530000 · Supplies	0.00	78.35	85.00	92.18%
Total Expense	0.00	8,753.42	9,200.00	95.15%
Executive				
520000 · Purchased / Contracted Services	0.00	1,034.62	2,050.00	50.47%
Total Expense	0.00	1,034.62	2,050.00	50.47%

City of Sky Valley
Enterprise Funds
Summary Budget Performance
October 2013

Water	Oct 13	Jan - Oct 13	YTD Budget	% of Budget
Income				
33.0000 · USDA - ARC Grant	0.00	19,135.00		
34.4210 · Water charges	30,176.54	284,768.61	336,000.00	84.75%
34.9000 · Other charges for services	50.00	180.00	830.00	21.69%
36.1000 · Interest revenue	124.47	1,266.07	2,400.00	52.75%
Total Income	30,351.01	305,349.68	339,230.00	90.01%

Expense				
51.1000 · Personal Services - Wages	10,248.01	108,563.83	142,567.00	76.15%
52.1000 · Purchased profess & tech svcs	1,268.03	23,793.99	44,680.00	53.25%
53.1000 · Supplies	2,930.58	35,843.45	62,000.00	57.81%
54.0000 · Capital Outlay	0.00	12,153.29	13,428.00	90.51%
58.0000 · Debt Service	10,043.95	97,908.42	126,555.00	77.36%
Total Expense	24,490.57	278,262.98	389,230.00	71.49%

Solid Waste				
Income				
34.4100 · Sanitation	9,232.00	92,272.00	112,000.00	82.39%
Total Income	9,232.00	92,272.00	112,000.00	82.39%

Expense				
51.1000 · Personal Services - Wages	6,458.87	51,399.63	67,765.00	75.85%
52.1000 · Purchased profess & tech svcs	3,238.19	27,185.12	33,535.00	81.07%
53.1000 · Supplies	703.82	6,399.36	10,700.00	59.81%
Total Expense	10,400.88	84,984.11	112,000.00	75.88%

**Totals Report For 2012 Taxes
October 2013
Tax Commissioner**

	Billed	Collected	Adjustments	Outstanding
2012 Ad Valorem Tax	834,170.00	827,212.96	238.19+	7195.23
Interest	2,040.11	1,335.37		704.74
Penalty	3,089.91	2,375.48		714.43
Costs	5,982.00	156.00		5826.00
Totals	845,282.02	831,079.81	238.19+	14,440.40

Collected: 99.14%

**Totals Report For 2013 Taxes
October 2013
Tax Commissioner**

	Billed	Collected	Adjustments	Outstanding
2013 Ad Valorem Tax	838,547.44	2854.56	0	835,692.84
Interest				
Penalty				
Costs				
Totals	838,547.44	2854.56	0	835,692.84

Collected: 0.34%

Housing & Development Departmental Data Report	For month ending October 31, 2013		
	Oct-13	YTD	2012 YTD
New Residential & Commercial permits issued	0	0	1
All other addition, remodel and repair permits	11	95	103
Certificates of Occupancy issued	0	0	0
Total New Construction not yet finalized	1		3
Total Other Construction not yet finalized	4		25
Notices to Comply issued	0	5	4
Stop Work Orders issued	0	2	0
Tree Cutting permits issued	19	64	45
Code & Ordinance Violations cited	0	2	2
Fees Collected			
	Oct-13	YTD	2012 YTD
New Residential or Commercial Permits	\$0	\$0	\$0
Other Addition, Remodel, Repair Permits	\$568	\$5,454	\$7,852
Tree Cutting Permits	\$720	\$3,240	\$1,415
Land Disturbing Permits	\$100	\$300	\$0
Fines Collected for for Ordinance Violations	\$0	\$0	\$10,000

City Manager's Monthly Report

November, 2013



Announcements -

Election Results

162 of the 231 registered voters came out to vote in this year's General Election held November 5, 2013, with a record 125 early voters. The results were as follows:

Mayor	
Hughel Goodgame	97
Maureen Platt	65
Council Members – Three Seats	
C. Martin Greene	Unopposed
Robert Larsen, Incumbent	Unopposed
David Whatley, Incumbent	Unopposed

City Hall will be closed in observance of Thanksgiving on Thursday, November 28th and Friday, November 29th.

The holiday garbage schedule will be as follows: Monday, November 25th, Wednesday, November 27th, and Monday December 2nd. The dumpster at the tractor barn can be used if needed. Please do not put your garbage out until the day of pick-up.

Tax Bills

Tax bills have been mailed. Taxes are due December 31, 2013. If you have not received your bill within the next week, please contact Alyssa Mullins at City Hall for a duplicate billing.

Public Works -

We will be starting our leaf collection service beginning November 15th. This is the time of year that we allow you to rake your leaves into the ditch and we will come by to collect them. This collection service will end on December 15th. After that time, you will need to bag your leaves for collection. Please call City Hall for all leaf collection.

Please don't forget that any tree with a trunk that is 25" or more in circumference at 18" above the ground requires a permit for cutting, trimming & topping. If you had to obtain a permit to cut, it would not qualify for city chipping service. Contractors are responsible for the removal of all tree cuttings within 14 days.

Homeowner chipping service is done on the 2nd and 4th Tuesday of the month, weather permitting. Please take this schedule into consideration when planning your trimming. The City provides 15 minutes of chipping service to every homeowner each month at no cost. Chipping service is then provided at a rate of \$100/hour for any time exceeding the first 15 minutes. Cuttings must be less than 8" in diameter and must be stacked in one direction on the right-of-way, out of the road and not in an area that will block culverts or otherwise impede storm water drainage. **The chipping service is designed for limbs and small trees only. All other yard waste must be bagged.**

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

Water -

Inspections are being conducted of all City ground storage water tanks. Review of these inspections will be discussed at next month's meeting.

City Ordinance requires that all residences vacated during winter months shall be winterized to protect the plumbing from freezing. Under no circumstances may a water tap be left open to prevent freezing. This practice is prohibited and a violation of water use conservation by GA EPD. Any vacated residence detected using water by the City will be assumed to have faulty plumbing internally. Upon this assumption the City will turn off the water to prevent additional damage to the property and attempt to contact the property owner.

Solid Waste -

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 365 days a year between 7 AM and 7 PM.

With the nation becoming more environmentally conscious, we need to recognize the importance of recycling. By the end of the third quarter last year we had hauled a total of 147.73 tons of garbage to the landfill. This year, we have hauled 145.79 tons. It is essential that we encourage ourselves and our neighbors to recycle.



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

RESOLUTION 13-_____

**A RESOLUTION TO ADOPT THE 2014 BUDGET
AND TO ESTABLISH POLICIES FOR ADJUSTMENTS TO THE BUDGET.**

WHEREAS, the City Manager has presented a proposed fiscal year 2014 Budget to the City Council of each of the various funds of the City; and

WHEREAS, the budget lists proposed revenues/expenditures for the fiscal year 2014; and

WHEREAS, each of these budgets is a balanced budget, so that anticipated revenues for each fund equal proposed appropriations.

NOW, THEREFORE, THE CITY COUNCIL HEREBY RESOLVES THAT this budget, Attachments "A – D" attached hereto and by reference made a part hereof of this resolution, shall be the City of Sky Valley's budget for the fiscal year 2014; and

1. Expenditures of any Fund shall not exceed the Appropriations authorized by this Budget and Amendments thereto or Actual Funding sources, whichever is less.
2. The Budget shall be adjusted so as to adapt to changing governmental needs during the fiscal year as follows, such amendments shall be recognized as approved changes to this ordinance in accordance with O.C.G.A. § 36-81-3(d)(1):

(a) Any increase in Appropriations in any Fund for a Department, whether through a change in Anticipated Revenues in any Fund or through a transfer of Appropriations among Departments, shall require the approval of the City Council.

(b) The City Manager shall have the authority to approve transfers within a Department from one line item to another except for salary line items. The City Council shall have the authority to approve transfers to and from salary line items.

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

It is so resolved and approved by vote of the City Council of the City of Sky Valley this ____ day of _____, 2013.

Approved:

James Martindale, Mayor

Neil Howard, Council President

Liz Carr, Councilor

Bob Larsen, Councilor

Attest:

Maureen Platt, Councilor

Mandi Cantrell, City Clerk

David Whatley, Councilor

GENERAL FUND BUDGET

2014

REVENUES

General Property Taxes	
Real Property	832,140
Personal Property	8,610
Real Estate Transfer	1,500
Franchise Taxes	50,000
Intangible Taxes	6,000
Selective Sales and Use Taxes	
Alcoholic Beverage Excise	750
Business Taxes	
Occupation Taxes	600
Insurance Premium Taxes	13,000
Penalties & Interest on Taxes	5,000
Business Licenses	2,600
Alcoholic Beverages	
Non-Business Licenses & Permits	100
Zoning and Land Use	
Sign	
Regulatory Fees	9,950
Building Permits	
Tree Cutting Permits	
Culture & Recreation	0
Promotional Events	
Intergovernmental Revenues	0
Grants	25,550
Charges for Services	500
Fines & Forfeitures	4,000
Investment Income	2,400
Miscellaneous Revenue	500
Reimbursements	1,000
TOTAL OPERATING REVENUE	964,200
Other Financing Sources	
Operating Transfer	
Hotel/Motel Tax Fund	1,000
Sale of Surplus Property	4,000
Capital Leases	0
Use of Unreserved Fund Balance	50,000
Use of Restricted Fund Balance	0
TOTAL REVENUE & OTHER SOURCES	\$1,019,200

APPROPRIATIONS

Executive	3,200
Legislative	11,500
General Administration	243,760
Fire Services	58,000
Police	338,500
Judicial	4,440
Housing & Development	35,900
Public Works	213,000
Elections	4,900
TOTAL OPERATING	\$913,200
Fleet Vehicle Replacement	26,000
Equipment Replacement	0
Road Improvement Program	80,000
Debt Service	
Capital Lease	0
TOTAL CAPITAL	\$106,000
CONTINGENCY	0
TOTAL APPROPRIATIONS	\$1,019,200

EXHIBIT A

WATER FUND BUDGET

2014

REVENUES

Water Charges	320,000
Water tap-on Fees	2,500
Late Fees, Interest, Reconnects	2,500
Investment Revenue	1,500
Other Miscellaneous Revenue	280
TOTAL OPERATING REVENUE	\$326,780
Other Financing Sources	
Grant – DWSRF subsidy	0
Grant - ARC	0
Loan - GEFA/DWSRF	0
Budgeted Use of Surplus	0
Budgeted Use of Reserved Debt Svc	57,220
TOTAL REVENUE & OTHER SOURCES	\$384,000

EXPENSES

Water Maintenance and Operations	242,445
Water System Improvements	
Debt Service (105%)	126,555
DWSRF Loan	
Fleet Vehicle Replacement	0
Sewer System Project	15,000
TOTAL APPROPRIATIONS	\$384,000

SOLID WASTE BUDGET

2014

REVENUE

Solid Waste Charges	112,000
Investment Revenue	0
TOTAL OPERATING REVENUE	\$112,000
BUDGETED USE OF SURPLUS	\$0
TOTAL REVENUE & OTHER SOURCES	\$112,000

EXPENSES

Solid Waste Maintenance and Operations	112,000
TOTAL APPROPRIATIONS	\$112,000

EXHIBIT C

Hotel Motel Tax Fund Budget | 2014

Revenues

Selective Sales and Use Taxes Hotel/Motel	5,000
TOTAL REVENUE	\$5,000

Appropriations

Tourism & Promotions	4,000
Other Financing Uses	1,000
Operating Transfer to General Fund	
TOTAL APPROPRIATIONS	\$5,000

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, 1985 Edition

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 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.

(4) 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.

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

(6) 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 inspector 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.

(7) Demolition Permits - Demolition permits will require a performance bond of 135% of the estimated cost of demolition. The demolition must be completed and completely cleaned up and removed within 6 months.

(2) 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.

(3) 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.

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

(9) Penalties - The penalty for starting work without a permit is \$200 or double the permit fee, whichever is greater.

100.20 Plans Required.

(1) Building Plans - Three sets of building plans drawn by a registered design professional must be submitted to City Hall prior to issuance of building permit showing:

- (a)** Foundation footing and all measurements.
- (b)** Floor Plans - for all floors, showing all measurements.
- (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 1/4 inch equal to 1 foot 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. A copy of the plans as approved by the building official shall be kept at the building site and available for scheduled inspections. 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. It shall be within the discretion of the building official to issue permits for minor construction and/or repair work without plans.

(2) Site/Plot Plan - Site plans shall be drawn to a 1/4 inch equal to 10 feet 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 structures, driveways, patios, sidewalks, and retaining walls; and

(e) Elevation facing the primary street.

(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 (3) fence 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.

100.30 Survey - A boundary survey is required for all new 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 must be submitted and approved by the building inspector. A foundation survey may be required before the foundation walls are poured at the discretion of the Building Inspector.

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

100.40 Minimum Conditioned Floor Space

(1) R-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) MF-1, Condominium Residences and MF-2, 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.

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

100.60 New homes to be completed in eighteen (18) months - The construction of all new homes and other buildings must be completed, exterior and interior, and finalized with occupancy permit issued within eighteen (18) months from date the construction permit was issued. Failure to complete construction within eighteen (18) months will result in a new construction permit having to be applied for at the same cost as the original permit. No new permits will be issued for any new construction until present construction is completed.

100.70 Additions, alterations, & repairs to be completed in ninety (90) days - The construction of all additions, alterations, or repairs to existing structures must be completed within ninety (90) days from date the construction permit was issued. The permit may be extended one time for an additional ninety (90) days at no additional cost provided application for extension is made prior to the expiration of the original permit. The contractor must request a final inspection by the Building Inspector at the completion of the project. Failure to complete the construction before the expiration of the building permit or failure to receive a final inspection will result in a new construction permit having to be applied for at the original cost of the permit. No new permits will be issued to the contractor for any construction until present construction is completed and inspected by the Building Inspector.

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 properties shall be repaired by the permittee to original condition within 30 days after inspection report to City Hall. A Certificate of Occupancy 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 home 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) Deck Piers - Poured piers are required for deck supports. The frost line for Sky Valley is 24 inches. For all decks greater than eight (8) feet in height, either square piers 24" x 24" at a depth of 24" or 24" round piers at a depth of 24" are required. For all decks eight (8) feet in height or less, either square piers 16" x 16" at a depth of 24" or 16" round piers at a depth of 24" are required.

(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 Inspector). 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.

(5) 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.

DRAFT

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 18" minimum below the surface 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 _____, 2013.

— R/W —

