

**COUNCIL WORK SESSION
CITY OF SKY VALLEY, GEORGIA
FEBRUARY 20, 2018 AT 9:00 AM
696 SKY VALLEY WAY (OLD LODGE)**

AGENDA

1. CALL TO ORDER

2. ADOPTION OF AGENDA

NEW BUSINESS

3. SEWER FEASIBILITY STUDY PRESENTATION EMI

4. LAKE, DAME & SEDIMENT REMOVAL

5. COVERED BRIDGE PROPERTY STATUS

6. FIREWORKS RESOLUTION

7. AUDIT ENGAGEMENT LETTER

8. SNOW AND ICE CONTROL PLAN

9. CODE OF ETHICS

10. WATER STORAGE TANK INSPECTION

11. VIDEO RETENTION SCHEDULE- YOU TUBE VS. IN OFFICE

12. UTILITY EASEMENT BETWEEN SADDLEBACK AND TAHOE

**13. TWO WAYS VS. ONE WAY TRAFFIC ON SADDLEBACK BETWEEN FIREHOUSE AND PARK
LANE**

14. AMEND/REPEAL RULES OF PROCEDURES ORDINANCE 13-03

15. CITY EMAIL

16. CONTRACT FOR SERVICES FOR THE FIRE DEPARTMENT

17. SERVICE DELIVERY UPDATE

18. TREE ORDINANCE

OTHER BUSINESS

19. ADJOURNMENT

Linda Lapeyrouse

From: Corinne Valentine <corval@eminc.biz>
Sent: Wednesday, November 29, 2017 11:16 AM
To: Linda Lapeyrouse; hughel@bellsouth.net
Subject: Sewer Project Phase 1 - Funding sources

Hughel and Linda,

I called the office and found out that Linda has already taken off for the wedding! I hope you have a great time!

While its on my mind, I wanted to discuss possible sources of funding for the remaining costs of the Phase 1. As we discussed in the meeting yesterday, the funding sources would be:

ARC	\$400,000
SPLOST/County	\$600,000
GEFA CWSRF	\$700,000
TOTAL	\$1,700,000

The annual payment for GEFA CWSRF (30-yr @ 2.7%) is \$34,070. The question yesterday was: what is the source of repayment? The \$600,000 from the County was a bit arbitrary, but as Brendan and Darrin suggested, the City needs to request a specific amount from the County. It also sounded like the County expected the City to invest money into the project also if the City expects to get County support. The City would be the greatest beneficiary in the project, with the County also benefitting.

That being said, the \$34,070 annual debt service would likely need to come from the City. Yesterday, we mentioned that the City's General fund could support the costs, but the water fund could instead support the costs.

I looked at the past several audits (2016, 2015, 2014) at the Water, Sewer, Sanitation Enterprise fund. The 2016 audit separated water and sanitation, but these could also be considered combined supporting the sewer debt service. It appears that Revenue minus O&M (excluding depreciation) minus existing debt service, that the City has funds remaining. We exclude depreciation from O&M when doing this evaluation because depreciation is not part of operating cost. Funding agencies exclude depreciation in their calculations also.

	2016 Water	2016 Water & Sanitation	2015 Water & Sanitation	2014 Water & Sanitation
Revenue	426,279	618,558	579,070	469,265
O&M (excl deprec)	217,431	334,826	307,562	300,792
Ex. DS	120,527	120,527	120,527	120,527
Net Income	88,321	163,205	150,981	47,946

Based on the 2016 operating revenue of \$416,279, the City could increase its water rates by 8% to cover the \$34,070, but it also looks like the current rate structure would cover the proposed debt service without a rate increase.

Please let me know your thoughts on how we should approach the One-page letter to the County/Authority.

I apologize, I have a habit of being long-winded.

Corinne Valentine, P.E.
Project Engineer



**Sanitary Sewer Feasibility Study
For the
City of Sky Valley, Georgia**

November 21, 2017

Prepared by:



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Exhibits

- Exhibit 1: Preliminary Layout Maps of Sky Valley Collection System and Pumping System to Rabun County WSA WWTF
- Exhibit 2: Estimated Project Costs;
- Option 1.A: Sewer System Collection and Pump to RCWSA, One Lift Station
- Option 1.B: Sewer System Collection and Pump to RCWSA, Two Lift Stations
- Option 2: Sewer System Collection and Pump to On-site Membrane Bioreactor and Reuse Land Application
- Exhibit 3: Phase Approach Cost Estimates

I. Executive Summary

This study has been authorized by the Mayor and Council Members of the City of Sky Valley. This effort is supported by the Rabun County Board of Commissioners and Rabun County Water and Sewer Authority (RCWSA).

II. Introduction

The purpose of this report is to investigate the feasibility of constructing a sanitary sewer collection system for the higher density residential and potential commercial areas within the City of Sky Valley, Georgia. The report will also discuss various options for wastewater disposal either through on-site treatment or through the transmission of the collected wastewater to a wastewater treatment facility (WWTF) owned and operated by a neighboring governmental entity.

The City of Sky Valley owns and operates a municipal water supply system for its residents and tourist trade. Wastewater treatment and disposal is currently not provided by the City but is accomplished by the use of individual and multi-unit onsite septic systems. These systems tend to function well during dry weather and low use conditions. During wet weather conditions and during the tourist season the septic systems fail or function marginally.

Numerous drain fields have saturated over the years, and needed to be relocated and replaced. In some cases, drain fields have been relocated multiple times, and are being pumped to remote locations. The options for new locations for these fields are limited and, in some cases, non-existent.

Commercial and tourism development in Sky Valley has been severely hampered and essentially impossible with the absence of an adequate sanitary sewerage collection and treatment system. Various developers and commercial interests have contacted the City with interests of developing hotels, convention centers, condos, and senior living facilities; however, the lack of a central sanitary sewer system has dissuaded development. The similar consensus among interested developers has been "let us know when you get sewer."

Although many properties throughout Sky Valley will not initially receive sanitary sewer service with this project, the implementation of the proposed sanitary sewer system would benefit all residents and property owners by providing economic development stimulus. The economic benefit would include increased tax revenue through increased commercial businesses and tax revenues through hotel/motel taxes. Residents and visitors would also enjoy the benefit of shopping and dining locally rather than driving 30 minutes to another town for dining, groceries, or other conveniences.

This report investigates the economic feasibility and technical aspects of constructing a sanitary sewer collection system for the higher-density residential and potential commercial areas within the City of Sky Valley, and various options of treatment or disposal of the wastewater. Included as part of this report are discussions regarding the need of the project, planning and engineering information, proposed solutions and estimated costs of construction, as well as financial and institutional considerations.

III. **Background**

A. Existing Conditions

The City of Sky Valley is a recreation/resort community located in Rabun County in the northeast corner of Georgia (see Figure 1). The City covers approximately 3.0 square miles of land situated in a stream valley; at an elevation of 3,410 feet it is Georgia's highest city. Sky Valley's origins began with the development of the Sky Valley Ski Resort on a former cattle ranch in the valley in 1969. In March of 1978, the Georgia legislature approved a charter for the City of Sky Valley.

The City has an estimated population of 325 full time residents.¹ With the large number of rental and seasonal homes in the area, the City receives an average of 300 visitors per month and over 450 visitors per month in the busiest months of the year.

Sky Valley adjoins thousands of acres of National Forest and, while no longer offering skiing opportunities, other recreational activities available to Sky Valley residents and visitors include golfing, tennis, swimming, hiking, fishing, and biking.

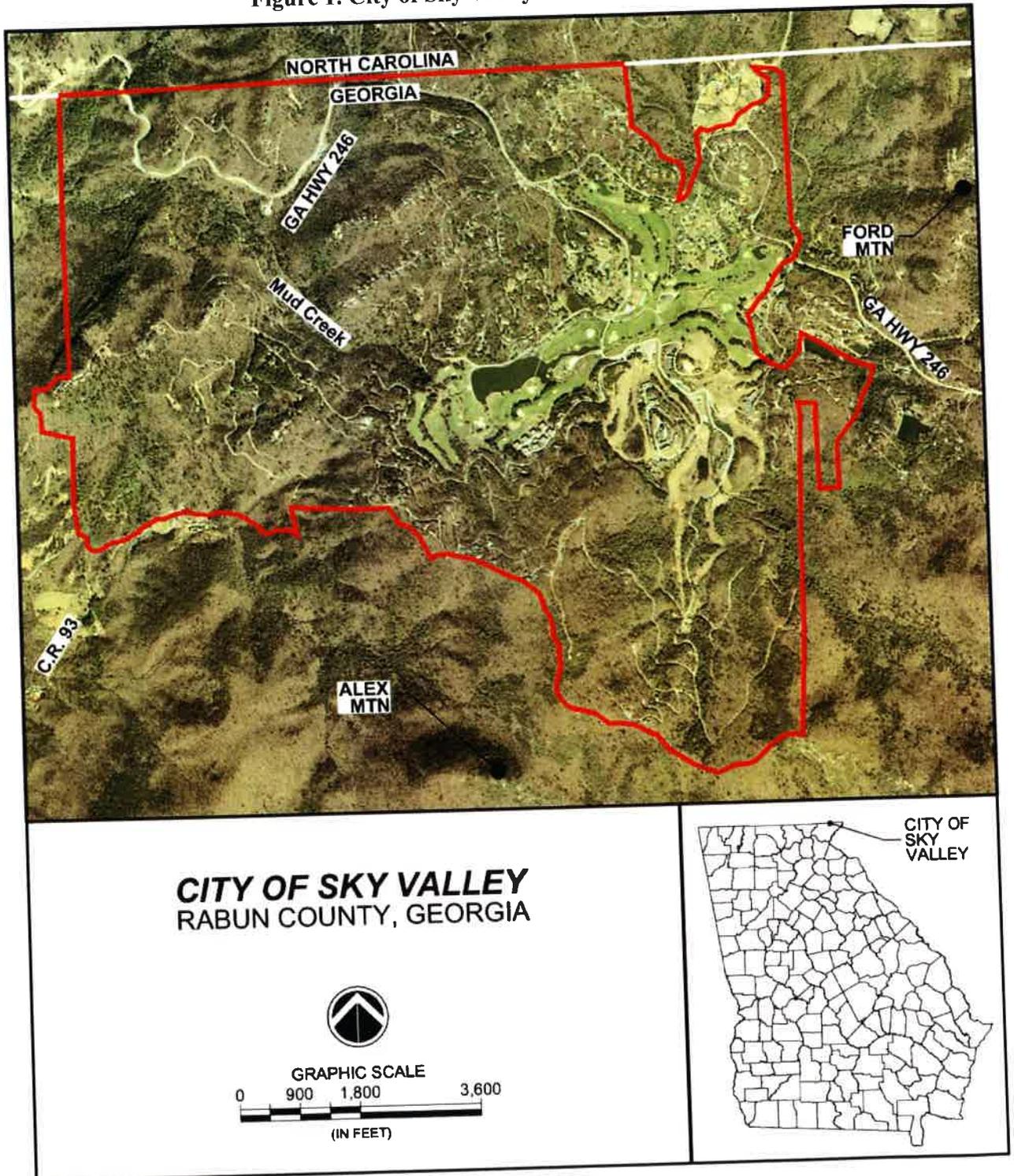
As previously discussed, there is no central wastewater service in Sky Valley, and all properties including condos, timeshares, multi-family units and commercial properties are presently being served by individual and multi-unit onsite septic systems. Due to poor soils, high usage periods and wet weather conditions many of the systems have failed. When the systems fail, raw sewage surfaces above ground, and thus poses a public health threat. Septic systems also discourage residential and commercial growth in the community. Various developers have contacted the City with interests of developing hotels, convention centers, condos, and senior living facilities; however, the lack of a central sanitary sewer system has dissuaded development. Public sanitary sewer service is an essential element needed for a community to progress.

Replacement of existing septic tanks with a public sewer system will also eliminate the potential health and safety risks associated with failing septic tanks, such as polluting the groundwater supply and increasing potential for disease-causing pathogens from entering the waterways. The residents have expressed concern about the health risks in having raw sewage discharging on the ground surface. A new collection system will greatly improve the quality of life for the residents and tourists that visit this community.

In addition to the reduced risk to health and the environment from the project, the City, including residents and businesses, will benefit from this project through the increased tourism and commercial conveniences attracted through the addition of the proposed sanitary sewer system.

¹ U.S. Census Bureau, 2011-2015 American Community Survey 5-Year Estimates

Figure 1. City of Sky Valley Location Map



1. Existing Water System and Customers

The City of Sky Valley operates a public water system serving primarily residential customers.

The existing water system consists of four operating groundwater supply wells, four out-of-service wells, five elevated storage tanks, a booster pump station to serve customers in an area of higher elevations, and a distribution network of PVC pipelines ranging from 2” to 6” diameter in size. There are three pressure zones and 14 pressure reducing valves in the system. Timers control the operation of the well pumps and one tank is filled manually.

Production rates of the existing wells that provide the supply for the Sky Valley water system are summarized in Table 1.

Table 1. Sky Valley Water Supply

Well	Status	Production Rate (gpm)
1	abandoned	N/A
2	abandoned	N/A
3	abandoned	N/A
4	active	32
5	abandoned	N/A
6	active	24
7	active	25
8	active	125
Total Water Supply:		206 gpm (178,000 gpd at 60% yield)

The City’s present Water Withdrawal Permit from Georgia Environmental Protection Division (EPD) currently permits a monthly average withdrawal of 0.3 million gallons per day (mgd).

Elevated water tanks provide all the available storage for the Sky Valley water system. Information regarding the elevated tanks is summarized in Table 2.

Table 2. Water Storage – Elevated Tanks

Tank	Description	Storage Volume (gallons)
1	Bayberry	68,000
2	Alex Mountain	108,000
3	Sky High	108,000
4	Schonberg	65,000
5	Wildbird	60,000
Total Available Water Storage:		409,000 gallons

2. Proposed Sanitary Sewer Collection Area

The proposed sewer service area will serve the existing high-density areas including existing condos, rental units, multi-family units, golf course/ski lodge, as well as a proposed hotel/convention center, and potential future developments that may include condos, residential, commercial, or senior living facilities. It would be difficult and costly to provide sewer service to the majority of the residents due to the topography and existing layout of Sky Valley; therefore, the greatest benefit and affordable option would be to serve the highest-density areas that can easily be served sewer, which also have the greatest needs. The preliminary sewer service area is shown on the map provided in Exhibit 1.

B. Previous Studies and Findings

A Preliminary Engineering Report was prepared in 1999 by Precision Planning, Inc for a Proposed Sanitary Sewer Collection and Treatment System, which discussed the need for a public sanitary sewer system, and discussed numerous options and costs estimates for wastewater collection and treatment alternatives. Sewage collection options included conventional gravity sewer, low pressure gravity sewer, and variable grade effluent sewer. Wastewater treatment alternatives included pumping wastewater to City of Dillard Wastewater Treatment Facility (WWTF) for contract treatment services, slow-rate land application, urban water reuse, mechanical treatment facility, and water reuse system with wet weather discharge. The report does not recommend a particular wastewater collection option or a specific wastewater treatment option, but does discuss the design guidelines, benefits, potential problems, and probable estimate of costs for each alternative.

A Design Development Report (DDR) was prepared in September 2007 for the Merrill Trust development for the design of a water reclamation and reuse facility. The DDR proposed a coarse and fine screening, membrane bioreactor (MBR) for treatment of the wastewater followed by UV disinfection prior to land application onto the golf course or spray fields. Phase one would treat 175,000 gallons per day (gpd), with a phase 2 expansion to 350,000 gpd. The estimated construction cost in 2007 was \$2.0 million.

Along side the DDR, an unofficial study was developed for the Merrill Trust development to determine the feasibility of collecting the wastewater and convey 0.35 MGD of wastewater to the Rabun County WWTF. This effort terminated with a proposal for engineering services which included the design of a sewage pumping station, approximately 1,900 LF of 10" gravity sewer, approximately 7,500 LF of 8" gravity sewer, approximately 25,000 LF of 8" force main, and tankage for gravity force main.

C. Benefits

The benefits of a sanitary sewer system are multi-faceted. The proposed sanitary sewer collection system will 1) eliminate existing wastewater issues in the highest-density areas, 2) improve health and sanitation, 3) improve tourism and amenities for residents, and 4) increase tax revenue through the hotel/motel tax, sales tax, and income tax.

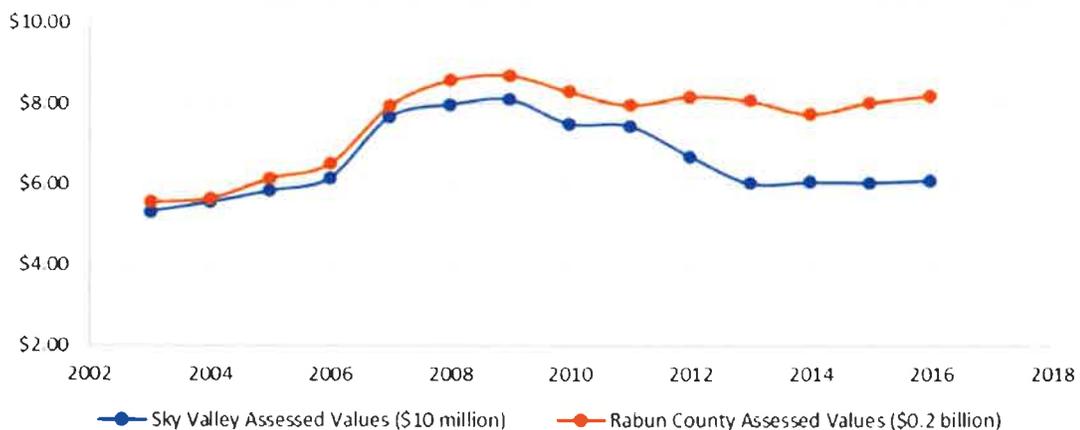
As discussed, there have been numerous septic tank, line, and field failures, and there are limited options for replacing the septic drain fields. The repairs are costly and due to soil conditions and high density, these repairs and replacement are often insufficient. Sewage spills can negatively impact health and sanitation; raw sewage exposed to ground surfaces in the dwelling areas pose a great risk of disease contraction.

Various developers have contacted the City with interests of developing hotels, convention centers, condos, and senior living facilities; however, the lack of a central sanitary sewer system has dissuaded development. A Public Benefit Analysis prepared for a Senior Living Center in Hiawassee, Georgia with an estimated 134 residents in 34 cottages and 83 assisted/independent living rooms, estimated an annual sales tax income of \$12,030 and annual income tax of \$58,030. Furthermore, an 80-room hotel could bring some \$50,000 annually in hotel/motel taxes.²

The City would benefit financially with the proposed hotel and additional condos through its Hotel/Motel tax. The Sky Valley Golf Club has expressed a need for additional hotel accommodations so that it could host larger events. In addition, increased visitors and residents will increase revenue to the Sky Valley Golf Club, and commercial properties could increase the City's and County sales tax revenues and SPLOST fund revenues.

Since the recent recession, the City of Sky Valley has experienced decreased property values and decreased revenue from taxes. According to Tax Digest numbers, property values within Sky Valley peaked at total of approximately \$81 million in 2009, and dropped by 33% over the next four years and has stayed steadily at around \$60-61 million from 2013-2017. The 2017 real and personal values are lower than they were in 2006. Figure 2 provides a graph of the Historical Assessed Real and Personal Tax Digest for the City of Sky Valley and Rabun County. In order to compare the long-term trending, the assessed values for Sky Valley are shown in \$10 million, and the assessed values for Rabun County are shown in \$0.2 billion.

Figure 2. City of Sky Valley's Historical Assessed Real and Personal Tax Digest



² Based on a 3% hotel/motel tax, at a \$120/night room rate with 50% occupancy

The City of Sky Valley has not experienced any sign of economic recovery that many other communities within Georgia have relished, such as Rabun County as a whole. Like Sky Valley, Rabun County’s assessed values peak in 2009 at \$1.742 billion. In 2016, the assessed values were \$1.641, which is 6% below the assessed value at its peak prior to the recession; Rabun County as a whole has nearly recovered from the recession, while in 2016 Sky Valley still lagged by 34% from the assessed value at its peak.

The proposed sewer system will provide the City with an economic boost with new hotels, senior-living facilities, restaurants, and shops. The economic benefits of the sewer system will extend to property owners by increasing property values to at least the levels prior to the recession.

Based on the 2016 Incorporated Rabun County Millage Rate of 9.14 mills, the County could receive an increase in tax revenue of approximately \$184,000 annually with a 33% increase in property values. Based on the City’s 2016 millage rate of 16.083, the City could receive an increase in tax revenue of approximately \$324,000 annually. As discussed, the economic benefits from the proposed sewer system could possibly increase tax revenue for the City and County through many possible avenues, as shown in Table 3.

Table 3. Potential Tax Revenues from Proposed Sewer System

Potential Tax Revenue Source	Estimated Additional Annual Tax Revenue
Sales Tax- Senior Living Facility, 134-residents	\$12,000
Income Tax- Senior Living Facility, 134-residents	\$58,000
3% Hotel/motel Tax – 80-room Hotel	\$50,000
County Real and Personal Tax Levy -33% increase	\$184,000
City Real and Personal Tax Levy -33% increase	\$324,000

IV. Existing and Future Sanitary Sewer Flows

A. Existing Flows in Proposed Sanitary Sewer Service Area

The existing developments within the proposed sewer service area are located within the City of Sky Valley are presently being served by individual and multi-family septic systems. Because there is no way to measure actual wastewater flows, the City’s wastewater treatment demands can best be determined by evaluating the current water usages. The City maintains accurate records of water usage.

A summary of the 2015 water usage for the existing water customers that are located within the proposed sewer service area is provided in Table 4.

Table 4. 2015 Water Usage for Existing Water Customers in the Proposed Sky Valley Sewer Service Area

Type	No of units	Total Annual Water Usage (gal)	Total Average Monthly Usage (gal)	Total Peak Monthly Usage (gal)
Clubhouse	1	260,500	21,708	78,700
Commercial	1	819,990	68,333	104,730
Condo/Timeshare	196	3,229,887	266,977	647,281
Laundry	1	290,190	24,183	31,310
Lodge	1	52,800	4,800	10,900
Residential (estimated)	13	189,920	15,826	23,710
Total	213	4,843,287	401,827	896,631
Total gpd			13,394	29,888

According to the 2015 water usage records the peak monthly water use was approximately 0.9 million gallons for the existing water customers located within the proposed sewer service area. Interestingly, this same data was collected in 1997 for a similar sewer study, and the average water usage was 0.598 million gallons per month with a peak of 1.482 million gallons per month. Due to the increase in flow control devices and increased water conservation practices, water usage has decreased by 33% from 1997 to 2015.

B. Projected Flows in Proposed Sanitary Sewer Service Area

The design flowrate should include future capacity for commercial and residential growth as shown in the proposed sewer service area. As mentioned previously, various developers have contacted the City with interests of developing hotels, convention centers, condos, and senior living facilities. The wastewater design flow rate based on the above considerations is summarized in Table 5.

Table 5. Project Wastewater Design Flows for the Proposed Sky Valley Sewer Service Area

Name	No of units	Design average daily flow (gpd)
Existing Water Customers	213	29,900
Hotel (80-rooms)	1	8,000
Hotel Convention Center	1	400
Hotel Restaurant (200 seats)	1	10,000
Senior Living Facility (60-rooms)	1	3,600
Commercial Retail units	6	4,800
Restaurant (40 seats)	1	2,000
Restaurant (60 seats)	1	3,000
Condo/timeshare	50	5,000
Residential	30	3,000
Design Wastewater Flowrate	305	69,700

V. Proposed Sanitary Sewer System

A. Proposed Sanitary Sewer Collection System

The proposed sanitary sewer collection system will include approximately 15,400 linear feet (LF) of 8-inch and 12-inch gravity sewer with approximately 65 manholes. 12-inch lines are recommended in areas with relatively flat topography.

The gravity sewer will collect and transmit sewer on all or a portion of the following roads: Sky Valley Way, Tahoe Road, Driver Lane, Ridgepole Road, Berkshire Lane, Spy Glass Circle, Nesting Eagle Lane, Knob Drive, and Overlook Drive. The proposed collection system will serve the majority of the condos/ timeshares/ multi-family housing including: Lacosta, Winged Foot, Sawgrass, Glenn Abbey, A Condos, B Condos, C Condos, D Condos, E Condos, F Condos, August I, Augusta II, Turnberry, Oakmont, Doral, Woodlands, Scioto, Muirfield, Broodmoor, Forest Hills, Tanglewood, Cypress Point, Valley View, and Nesting Eagle. In addition to the multi-family developments, the sewer system will also serve the Sky Valley Lodge, clubhouse, laundry, timeshare office, and approximately thirteen existing single-home residences.

The proposed sewer collection system was located to avoid the golf course greens and fairways. The only unavoidable golf course crossing is on the eastern side of the course, in which an underground gravity sewer pipe will be installed across approximately 120 LF of fairway through either open cut method or jack and bore. This crossing is necessary to serve the Forest Hills and Broadmoor condos. Open cut would involve cutting a trench through the grass, installing the sewerline, and replacing the grass. An alternative to open cut, is installing the gravity sewer line via jack and bore instead of an open trench in order to minimize disturbance to the fairway. The jack and bore method would involve the excavation of a bore pit and the use of a boring machine to bore a casing through the ground, then inserting the gravity sewer pipe into the underground casing.

In addition to the fairway crossing, the proposed gravity sewer installation will also involve the demolition and reconstruction of approximately 1400 LF of golf cart path, which is necessary to serve Valley View Condos.

Possible constructability problems may include working around existing utilities, and golf course irrigation lines. In addition, manholes will need to be flush with the pavement and bolted down that are located within the roadways or golf cart paths, in order to prevent issues for the snow plow. The locations of existing septic systems are unknown and could impact the gravity sewer layout and design.

The wastewater will be collected through the gravity sewer system shown as orange on the map provided in **Exhibit 1**. The wastewater will flow by gravity to the proposed lift station. The proposed preliminary design location of the lift station is behind the lodge. The lodge and property is owned by the Merrill Trust Company, and the City would need to acquire an easement from the development company.

B. Wastewater Transfer

The proposed preliminary design location of the lift station is behind the lodge. The proposed lift station would be located adjacent to several existing utilities and near an existing utility shed. The view of the proposed lift station will be blocked by the Lodge and surrounding trees under underbrush from most angles. The size of the lift station will be approximately 50'x50' with fencing. The proposed location will also eliminate the need for an access drive.

Although, much of the lift station will be concealed, it will still be visible to many residents and visitors, and therefore, it is recommended that the lift station site include beautification features, such as upgraded fencing and/or shrubs. The photos below provide examples of lift stations which utilize privacy fencing.



C. Wastewater Treatment Options

From the proposed lift station, the wastewater can either be pumped to 1) an on-site treatment facility, or 2) pumped out of Sky Valley to a wastewater treatment facility owned by another entity.

1. Off-site Wastewater Treatment Facility

This alternative includes pumping the wastewater from the proposed lift station off-site out of Sky Valley to an existing wastewater treatment facility (WWTF) owned by another entity. There are two nearby WWTFs; the Rabun County WSA WWTF and the City of Dillard WWTF.

Either facility is accessible; however, the Rabun County WSA has plenty of capacity to accept and treat the wastewater. The Rabun County plant has a permitted treatment capacity of 0.50 MGD and is permitted to increase to 2.0 MGD, and has a current peak flow of 0.155 MGD. An alternative treatment of the wastewater is sending the wastewater to the Dillard WWTF.

The sewer will be pumped through a proposed force main from the pump station along existing roadways within Sky Valley. The proposed force main route includes Ridgepole Drive, Labelle Circle, Evergreen Lane, and Crusher Run to Kelly's Creek Road. For service delivery, it is important to note that potential customers along the force main route cannot be served sewer service and cannot be connected to the force main since the force main is under pressure.

From Kelly's Creek Road, the wastewater can be transported through either of three options: 1) continuation of the force main along Kelly's Creek Road from the Sky Valley lodge lift station with discharge at the Rabun County WSA WWTF, 2) a second pump station to the Rabun County WSA WWTF, or 3) a second pump station at Kelly's Creek Road to the City of Dillard WWTF. A fourth alternative to transfer the wastewater by a gravity sewer line to the Rabun County WSA WWTF was eliminated due to the inability to discharge the wastewater into the shallow manhole at the WWTF. The proposed gravity sewer would be well below the bottom of the existing manhole.

Alternative #3 to pump to the City of Dillard WWTF has not been considered further within this report due to the wastewater treatment availability and interest from the Rabun County WSA. The first two alternatives are discussed further as follows:

a) Single Lift Station and Force Main

Option 1.A is to install a single lift station and force main from the Sky Valley lodge lift station to Rabun County WSA WWTF. The wastewater can potentially be transported from the Sky Valley lodge lift station through a single force main to the Rabun County WSA WWTF. From Kelly's Creek Road, the force main would continue along Kelly's Creek Road and Yorkhouse Road to the WWTF. The proposed single pumping option will include approximately one lift station, and 28,900 linear feet (LF) of 6-inch force main.

There may be operation and maintenance issues with this alternative due to the large drop in elevation of the force main along Evergreen Lane and Crusher Run followed by a slight elevation rise along Kelly's Creek Road.

Once the pumps turn off and the wastewater is pumped past the highpoint at Labelle Circle (shown as the change from the green line to the red line), the wastewater will flow by gravity down to the low point at Kelly's Creek Road, which is allowed by the implementation of a combination air relief vacuum breaker valve, installed at the high point, that will eliminate air and prevent vacuum formations in the pipeline.

The majority of the wastewater would be pumped over this elevation rise along Kelly's Creek Road by the pressure created by the gravitational fall as the wastewater flows down Crusher Run; however, not all of the wastewater will be eliminated from the force main. The next pump run will push this wastewater to the WWTF, but then a new volume of wastewater would be left sitting in the force main pipe.

The wastewater left sitting in the force main between pump runs can become septic which can deteriorate the pipe, pipe fittings and valves, or cause downstream issues at the WWTF. Sitting wastewater can also settle out debris which can clog the force main. Access points, also known as “pig ports,” are suggested for the maintenance of the force main pipe. The Access point will allow operators to insert a “pig,” or cleaning device, into the line to that debris in the line can be removed.

A preliminary cost estimate for Option 1.A and is provided in **Exhibit 2**.

b) Two Lift Stations and Two Force Mains

Option 1.B is to install two lift stations and two force mains from the Sky Valley lodge lift station to Rabun County WSA WWTF. An alternative method to transporting the wastewater to the Rabun County WSA WWTF is to install a second lift station at Kelly’s Creek Road and pump the wastewater through a force main along Kelly’s Creek Road and Yorkhouse Road to the WWTF. This option will include two lift stations, and approximately 28,900 linear feet (LF) of 6-inch force main.

This alternative has the advantage of less operational and maintenance issues listed in the previous section and also has the ability to serve additional customers located near the proposed pump station; however, this alternative also has the additional cost of constructing, operating, and maintaining an additional lift station.

The location of the second lift station and force main route are preliminary and can be altered in order to accommodate the Rabun County WSA and any potential customers, or in order to avoid any land acquisition or environmental issues encountered during design.

A preliminary cost estimate for Option 1.B and is provided in **Exhibit 2**.

2. On-site Reuse Land Application System Treatment Option

A previous study prepared in 2007 for the Merrill Trust Development investigated constructing an on-site land application system. Wastewater would be pumped from the proposed lift station to a proposed land application system (LAS) located within Sky Valley.

The 2007 study proposed a coarse and fine screening, membrane bioreactor (MBR) for treatment of the wastewater followed by UV disinfection prior to land application onto the golf course or spray fields. Phase one would treat 175,000 gallons per day (gpd), with a phase 2 expansion to 350,000 gpd. The phase one capacity would be sufficient for the proposed sewer service area with design flowrate of 70,000 gpd, and 2.5 peak factor of 175,000 gpd.

An on-site treatment system for the City of Sky Valley will have more restrictions than an average facility because of the local trout streams and the restrictions designated to

this class of stream. Previously EPD rejected a request to discharge treated wastewater into a local stream due to the stream's characteristics of low flow and trout designation.

Therefore, the treated wastewater will need to be land applied through a Land Application System (LAS). Since land is limited and the golf course is available, the obvious solution would be to treat the wastewater to high-quality reuse standards. However, a small-scale reuse land application system will have high costs per volume wastewater treated. In addition, the LAS option would also require additional operation and maintenance costs to operate the facility. Additional storage may also be required during the winter months due to the limited ability to land apply the wastewater during freezing weather.

A preliminary cost estimate was developed for Option 2 and is provided in **Exhibit 2**.

VI. Evaluation of Alternatives

When deciding on potential options for a proposed project, the preliminary costs, as well as long-term operation and maintenance cost need to be considered.

A. Construction challenges relating to options

All three options have the same challenges for construction of the gravity sewer collection system. Tight spaces, existing utilities, golf course, and golf cart paths will create construction challenges. It is likely that several permanent and temporary construction easements will be required for the gravity sewer lines. A permanent easement for lift station sites will also be required.

Options 1.A and 1.B will require an easement along Old Kelsey Mountain Road for the forcemain.

Option 2 will require the additional construction of the treatment facility as well as construction of the reuse lines and spray heads onto the golf course. There will be additional construction challenges due to existing irrigation lines and the golf course.

B. Projected Operating and Maintenance Expenses

For all three options (1.A, 1.B, and 2), the cost to operate and maintain the sewer collection system and lift station(s) is estimated at \$30,000 per year. For options 1.A and 1.B, with a current annual water usage for sewer service area of 4,843,000 gal/year, and a treatment fee of \$6.50 per thousand gallons, the total annual treatment cost is \$31,480. For option 2, it is estimated that the annual cost to operate the wastewater treatment facility would be approximately \$120,000 per year.

C. Project Alternative Cost Evaluation

An alternative evaluation is provided in Table 6, which assumes that all project costs are funded through a 20-year loan with an annual interest rate of 3.0%, plus operation and maintenance costs. Option 1.A is the least costly of all of the alternatives.

Table 6. Project Alternative Evaluation

	Option 1.A	Option 1.B	Option 2
	Pump to RCWSA, 1 Lift Station	Pump to RCWSA, 2 Lift Stations	On-Site MBR LAS
Proposed Project Cost			
Construction Costs	\$3,450,000	\$3,849,300	\$7,290,000
Support Costs	\$855,000	\$921,700	\$1,610,000
Total Costs	\$4,305,000	\$4,771,000	\$8,900,000
Annual Payment			
Annual Payment (Based on 30-year loan at 3.0% interest rate)	\$217,801	\$241,377	\$450,273
Annual Operation and Maintenance Cost			
Annual Treatment Costs, RCWSA at \$6.50 per 1000 gal*	\$31,480	\$31,480	\$0.00
Cost to Operate Collection System, per year	\$30,000	\$30,000	\$30,000
Cost to Operate WWTF, per yr	\$0	\$0	\$120,000
Total Annual O&M Cost	\$61,480	\$61,480	\$150,000
Summary of Annual Costs			
Annual Payment	\$217,801	\$241,377	\$450,273
Annual O&M Cost	\$61,480	\$61,480	\$150,000
Total Annual Costs	\$279,280	\$302,856	\$600,273

* Current annual water usage for Sewer Service Area is 4,843,000 gal/year

D. Alternative Summary and Recommendations

The proposed project recommendation is Option 1.A, the construction of the sanitary sewer collection system and installation a single pump station to pump the wastewater to the Rabun County WSA WWTF. Option 1.A has the lowest estimated project costs as well as operation costs. Option 1.B should be considered if additional customers are to be served in or near the Kelly's Creek Road area. These potential customers are located within the Rabun County Water and Sewer Authority service delivery area. Therefore, the Authority could have the opportunity to contribute to the project and serve additional customers.

The proposed map is provided in **Exhibit 1**. The preliminary cost estimate for the proposed preferred Option 1.A is provided in **Exhibit 2**.

VII. Financial and Institutional Considerations

A. MOU and Inter-Municipal Agreements

MOU and/or Inter-Municipal Agreements would be required between the City of Sky Valley and the Rabun County Water and Sewer Authority for the treatment of the wastewater and

possibility of the consolidation of the proposed Sky Valley sewer system into the Rabun County Water and Sewer Authority.

B. Funding Alternatives

Rabun County as a whole is an “At-Risk” County according to the 2017 Appalachian Regional Commission (ARC). The Appalachian Regional Commission uses an index-based county economic classification system to identify and monitor the economic status of Appalachian counties. The system compares each county's averages for three economic indicators—three-year average unemployment rate, per capita market income, and poverty rate—with national averages. The resulting values are summed and averaged to create a composite index value for each county. Each county in the nation is then ranked, based on its composite index value. Counties are designated as distressed, at-risk, competitive, or attainment, based on their ranking in the index. Designations are revised annually using the most current data available.

While Sky Valley does have a relatively high per capita income, both ARC and the OneGeorgia Authority review grant applications based on County designations. Rabun County has distinct disadvantages, including lack of rail, lack of a nearby Interstate Highway and others.

The maximum grant amount both of these programs is \$600,000 for ARC and \$500,000 for OneGeorgia. The City has a good potential to achieve the maximum amount for both of these grants with a commitment letter that includes a substantial amount of job creation from an interested developer. In many cases, in “At-Risk” Counties, potential job creation and economic development is sufficient to receive funding.

In addition, we recommend using SPLOST and/or County dollars to fund the pavement repairs associated with the project, if the City and County will support this use of funds.

The remaining funds can be obtained through a low interest loan through either the Georgia Environmental Finance Authority (GEFA) through its Georgia Fund loan program or the Clean Water State Revolving (CWSRF) loan program, or through the USDA Rural Development water, wastewater, solid waste disposal program. While the GEFA CWSRF program does offer principal forgiveness for some projects, based on the 2017 Affordability Criteria, this project would not qualify for principal forgiveness. Similarly, USDA-RD offers grants to communities whose median household income (MHI) fall below specific thresholds; however, the MHI in Sky Valley is too high to qualify for any grant money. Table 7 provides alternatives for funding options. Funding sources includes: ARC \$600,000; OneGeorgia \$500,000; SPLOST \$760,000; and three potential loan sources for the remaining \$2,445,000.

Table 7. Funding Options and Potential Loan Sources

Total Project Cost	\$4,305,000		
Potential ARC Grant	\$600,000		
Potential OneGeorgia Grant	\$500,000		
SPLOST / County input for pavement repair	\$760,000		
Remaining Loan Amount	\$2,445,000		
Loan Source Alternatives	GEFA Georgia Fund	GEFA CWSRF	USDA-RD
Interest Rate	2.39%	2.70%	3.375%
Length	20	30	40
Annual Payment	\$153,906	\$119,002	\$111,471
Total Cost over Amortization Period	\$3,078,121	\$3,570,070	\$4,458,858

Although the GEFA Georgia Fund offers the lowest interest rate, the maximum payment length is 20-years, which makes the annual payments the highest, and least affordable for the City. USDA-RD offers the longest payment period of 40-years, but also has the highest interest rate. The GEFA CWSRF has a maximum payment period of 30-years and an interest between that of the Georgia Fund and USDA-RD. The payment for the GEFA CWSRF is only \$8,640 more annually (\$720 monthly) than the USDA-RD, but has a payment period of 30-years rather than 40-years, and the City would save over \$1 million over the length of the loan with the GEFA CWSRF. In addition, the application process is quicker and simpler through GEFA than through USDA-RD. Therefore, we would recommend that the City pursue a GEFA CWSRF loan for the financing of the remaining portion of the project.

C. Other Funding Options

The City of Sky Valley may also want to consider a referendum to obligate funds from the general fund to repay a portion of the GEFA loan in order to help fund the project as an economic development project. According to the 2016 Published Tax Digest, 1 mil produces approximately \$59,000 annually. The City could create a referendum for General Obligation Debt to assist in the annual costs of the sewer system project. Assuming a AA 25-year bond, the City could levy 1.0 mils for an income of approximately \$59,000 annually to be obligate to repay a portion of the proposed GEFA debt service. The consideration behind creating a General Obligation Debt is that all citizens within Sky Valley would benefit from the sewer system regardless of whether they receive sewer service. The sewer system will attract hotels, restaurants, convenience store, and other shops that will benefit the City with increase of tax revenues and the citizens with the increased conveniences. Citizens would need to vote on the General Obligation Debt. The City-wide tax base would help to cover the costs of the sewer system in its early stages throughout the 20-year duration of the debt service. The proposed sewer system would be an economic development project, and the City would need to ask its citizens if they support such an economic development project and ask the citizens to vote for the referendum for a General Obligation Debt.

D. User Cost Analysis and Affordability

Even with the proposed \$1.86 million in grant and SPLOST funds, the remaining costs for the project is \$2,445,000, which equates to an annual payment of \$119,002 for a GEFA CWSRF 30-year loan at 2.70%. With the additional operation and maintenance cost, the effective rate for current customers would be \$37.27 per 1000 gallons (see Scenario 1 in Table 8 below). A typical residential customer in Georgia uses an average of 3,500 gallons per month, which would result in a monthly sewer bill of \$130.43. Due to being a recreation/resort community, the average Sky Valley residential/timeshare/condo customer's monthly water usage is 1,353 gallons per month, which results in a monthly sewer bill of \$50.42. If considering a typical usage of 3,500 gal/month, a monthly sewer bill of \$130.43 is extravagant. Due to the high sewer rates required to fund the proposed project, EMI has developed several scenarios as possibilities for the City to reduce these sewer rates. Table 8 provide the following five potential scenarios:

- Scenario 1: Proposed project with funding as proposed. Construct Option 1.A with current sewer flow demands. Funding includes: ARC \$600,000; OneGeorgia \$500,000; SPLOST \$760,000; GEFA CWSRF 30-yr loan at 2.70%
- Scenario 2: Scenario 1, but with a reduced treatment cost of \$4.00 per thousand (reduced from \$6.50 per thousand gallons)
- Scenario 3: Scenario 1, but with a levy of 1.0 mil in General Obligation Debt
- Scenario 4: Scenario 1, but with the addition of a proposed hotel in addition to current sewer flow demands.
- Scenario 5: Scenario 1, but with future estimated sewer flow demands instead of current sewer flow demands.

Table 8. Required User Rates to Fund Sewer System based on Five Scenarios

	Scenario 1	Scenario 2	Scenario 3	Scenario 4	Scenario 5
	As Proposed	Reduced Treatment Cost	General Obligation Debt	Addition of Hotel	Future Estimated Flows
Annual Payment Cost					
GEFA CWSRF, 30-year loan at 2.70%	\$119,002	\$119,002	\$119,002	\$119,002	\$119,002
Levy of 1.0 mil in General Obligation	\$0	\$0	(\$59,000)	\$0	\$0
Total Annual Payment Cost	\$119,002	\$119,002	\$60,002	\$119,002	\$119,002
Annual Operation and Maintenance Cost					
Annual Treatment Costs, RCWSA at \$6.50 per 1000 gal	\$31,480	\$0	\$31,480	\$43,554	\$72,293
Annual Treatment Costs, RCWSA at \$4.00 per 1000 gal	\$0	\$19,372	\$0	\$0	\$0
Cost to Operate Collection System, per year	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
Total Annual Operation and Maintenance Cost	\$61,480	\$49,372	\$61,480	\$73,554	\$102,293
Summary of Annual Costs					
Annual Payment	\$119,002	\$119,002	\$60,002	\$119,002	\$119,002
Annual Operation and Maintenance Cost	\$61,480	\$49,372	\$61,480	\$73,554	\$102,293
Total Annual Costs	\$180,482	\$168,374	\$121,482	\$192,556	\$221,295
Rate and Monthly Bill					
Annual water usage for sewer service area, gal/yr	4,843,000	4,843,000	4,843,000	6,700,600	11,122,000
Estimated Number of Units (Customers)	213	213	213	214	305
Effective Rate per 1000 gallons	\$37.27	\$34.77	\$25.08	\$28.74	\$19.90
Monthly Base Rate (Loan payment / no. units)	\$46.56	\$46.56	\$23.48	\$46.34	\$32.51
Usage Rate per 1000 gallons (O&M Costs/ 1000 gallons)	\$12.69	\$10.19	\$12.69	\$10.98	\$9.20
Average Monthly Bill at 1,353 gal/mo	\$63.73	\$60.35	\$40.65	\$61.19	\$44.96
Average Monthly Bill at 3,500 gal/mo	\$90.99	\$82.24	\$67.91	\$84.76	\$64.71

Scenario 1, which is the project and funding methods as proposed, would require a rate structure that would create an average monthly bill of \$60-\$90 per month per unit. For a timeshare/condo with 10 units, the monthly bill could be \$600-\$900 per month. Scenarios 2-3 provide alternatives to alleviate the burden on the limited sewer customers. Scenarios 4-5 provides scenarios with the proposed estimated flows with a hotel and future estimated flows, which shows how additional customers will also alleviate the burden on the current proposed sewer customers. It is likely that there will be a new commercial customer at the time of construction because the City will need the leverage of proposed jobs to receive both the ARC grant and the OneGeorgia grant.

The City of Sky Valley’s median household income (MHI) is \$71,250. USDA Rural Development considers a water or sewer bill above 1.0% of MHI as a burden on families. This MHI consideration is usually applied to low to moderate income families with MHI much lower than that of Sky Valley. However, we will use the 1.0% MHI as an example of appropriate sewer rates for the citizens of Sky Valley. An average monthly sewer bill of \$60 per month would be equivalent to 1.0% of the MHI ($\$71,250 \times 1\% / 12 \text{ months}$).

Although these rates may appear high, replacement of a septic system or drain fields will be very costly and some units do not have any more options for relocation of septic systems. Therefore, many of these units will benefit greatly from the proposed sanitary sewer system.

VIII. Implementation

A. Projected Implementation Schedule

A project of this scope with the high number of grant and funding expectations with require a lengthy process of approximately three years. A general implementation schedule is provided as follows:

	Yearly Quarters													
	1	2	3	4	1	2	3	4	1	2	3	4		
Funding	█				█									
Design				█										
Permitting					█									
Bid Phase								█						
Construction									█				█	
Closeout													█	

B. Permitting and Review Agency requirements

As with any municipal project of this magnitude, construction plans and specifications will have to be submitted to and approved by the EPD. In conjunction with this, erosion control and NPDES plans and permits will be required. Should it be necessary to cross or disturb any state waters, Army Corps of Engineers Preconstruction Notification may be required. Also, state and local roadway permits will be required for right-of-way encroachment and roadway crossings.

IX. Project Phasing Option

The project costs involved in the establishment of a sanitary sewer system are oftentimes very expensive, and municipalities implementing these systems often lack a large customer base to fund a sanitary sewer project without overburdening its customer base. This report suggests several funding possibilities and funding sources, including grants, loans, and scenarios to reduce sewer rates. The only possibility of bringing the sewer rates to a feasible level without supplementing operating costs with General Revenue Funds or through the Water Fund is to receive all of the proposed grants and funds in the best-case circumstance. Therefore, the City may want to consider a phased approach to developing the sanitary sewer system.

The first phase would include a ‘skeleton’ lift station at the lodge and installing the forcemain from the lodge pump station to the Rabun County WWTF. The forcemain would be plugged to prevent any flow into line. The ‘skeleton’ lift station would be inoperable and would include the fencing, piping, and wetwell, but would exclude pumps, generator, and electrical panel. The preliminary total cost estimate for Phase 1 is \$1,700,000.

The proposed phase 1 would not provide sewer service to any customers, but would enable the City to proclaim that sewer service is available within the City. The phase 1 could potentially receive ARC and/or OneGeorgia grants based on economic development associated with tourism. These grants are much more tangible with associated job creation, however, Rabun County’s listing as “At-risk” could potentially enable the City to receive these grants with potential for enhancing tourism even without job creation.

There would be limited operation or maintenance costs associated with Phase 1, but since phase 1 will not serve any sewer customers and the City would not have an income to pay any debt service. Phase 1 would need to be funded through grants and contributions, or from the obligation of general funds. Potential contributors could be the City of Sky Valley General Fund or Water Fund, Rabun County, and its supporting agencies (Rabun Tourism Development Authority, Development Authority of Rabun County), SPLOST, or major land-owners within the City, such as Merrill Trust.

The sewer service availability within the City would allow the City to attract potential commercial businesses such as a hotel or a senior-living facility. The City could then leverage potential jobs associated with an interested business in order to receive an ARC grant and OneGeorgia grant towards phase 2.

Phase 2 would include completion of the pump station with pumps, remaining piping and valving, generator, and electrical panel, as well as installation of the gravity sewer collection system. Phase 2 could include the installation of all of the gravity sewer system which would create the largest customer base, or Phase 2 may only need to include the gravity sewer that is required to serve the proposed business; the City could install the remaining gravity sewer as needed through the interest and request of customers. The preliminary total cost estimate for Phase 2 is \$2,632,000.

Unlike Phase 1, Phase 2 would have additional operating maintenance costs as well as create sewer customers which would create a sewer system income to pay debt service and operation and maintenance costs.

Potential funding sources for Phase 2 include ARC (\$600,000), OneGeorgia (\$500,000), SPLOST (\$760,000), and GEFA CWSRF (\$772,000). The annual debt service payment for a 30-year GEFA CWSRF loan with a 2.7% interest rate is \$37,575. Including an estimated \$61,480 annual O&M costs, and using the same rate and monthly bill calculation that was used in Table 8 for scenario 1, the effective rate would be \$20.45 per 1000 gallons, for an estimated average monthly bill of \$31.88 for 1,353 gallons per month, or \$59.13 for 3,500 gallons per month. These rates would likely be lower due to the addition of new commercial customer(s).

Exhibit 3 provides detailed Phase Approach Cost Estimates.

X. Conclusions and Recommendations

The City of Sky Valley, its citizens, and its existing businesses will benefit greatly by the construction of a sanitary sewer system in its highest-density commercial area. With the implementation of a sewer system, the City will be able to attract interested hotels, convention centers, condos, senior living facilities, restaurants, shops, grocery and convenience stores. In addition, the proposed sewer service delivery area is limited from relocating failing septic systems, and alternatives for septic system and drain field replacement is costly.

Although many properties throughout Sky Valley will not receive sanitary sewer service with this project, the implementation of the proposed sanitary sewer system would benefit all residents and property owners by providing economic development improvements. The economic benefit would include increased tax revenue through increased commercial businesses and tax revenues through hotel/motel taxes. Residents and visitors would also benefit of shopping and dining locally rather than driving to another town for dining, groceries, or other conveniences.

We also recommend the City hold public meetings and receive public input for the implementation of this project. Support and need from the proposed sewer customers is pertinent to the realization of the project, since these customers will be funding the majority of the costs. Support for the project from the majority of the citizens, even those not receiving sewer service, could indicate that the City hold a referendum to obligate general funds to help pay debt service. If the Council receives positive support for the project, then we recommend proceeding with the proposed project.

The proposed project recommendation is Option 1.A, the construction of the sanitary sewer collection system and installation a single pump station to pump the wastewater to the Rabun County Water Sewer Authority WWTF. As mentioned previously, Option 1.A has the lowest estimated project costs as well as operation costs. The proposed gravity sewer collection system was carefully laid out as to avoid the majority of the golf course and is generally out-of-view. Much of the installation of the sewer lines will occur within the roadway; however, the City and

County could utilize SPLOST funds to repave these roads. The proposed lift station location will be concealed behind the Lodge with privacy fencing, and should not be too unsightly.

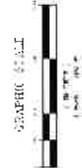
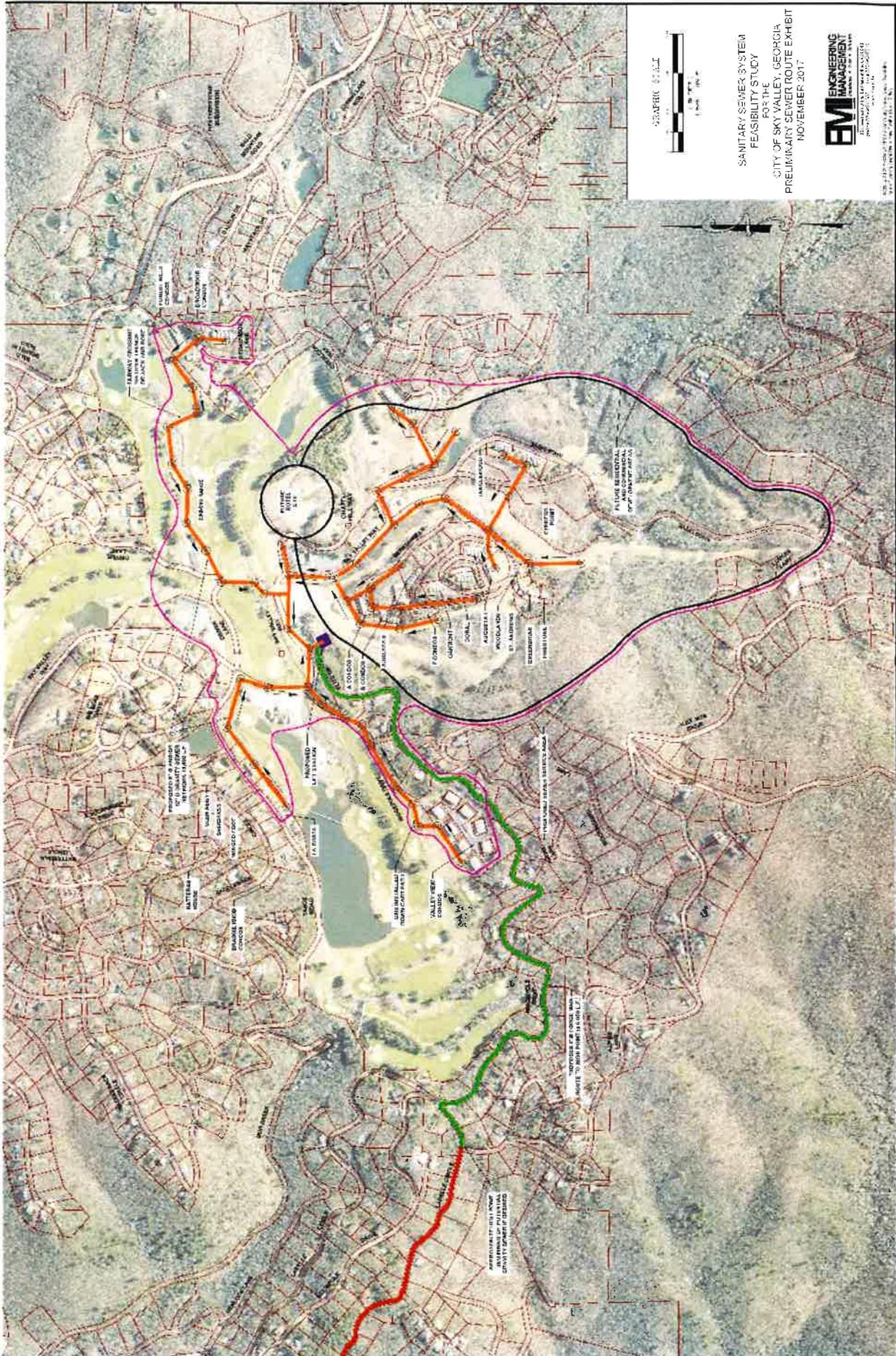
We recommend committing SPLOST funds towards the pavement repair and repaving. We also recommend that the City seek grant funding through ARC and OneGeorgia by obtaining commitment letter(s) from interested developer(s) with plans to develop projects that involve a substantial amount of job creation. The commitment letter can be utilized to apply for \$600,000 from ARC and \$500,000 from OneGeorgia.

Once the grants and SPLOST funds are available, we recommend proceeding with the project by means of proceeding with project design and permitting and securing GEFA CWSRF loan funds.

The City may also consider requesting the Rabun County Water and Sewer Authority to provide a reduced sewer treatment rate in the initial years of development of the sewer system to enhance the feasibility of the program.

In order to move forward with the project, we recommend that the City consider the option of phasing the project. The City would need to acquire commitments from contributors and also apply to ARC and/or OneGeorgia for possible grants. Design and construction would follow once funds are acquired. With the capability of providing sewer service to potential businesses, the City would be enabled to attract potential businesses.

Exhibit 1:
**Preliminary Layout Maps of Sky Valley Collection System and
Pumping System to Rabun County WSA WWTF**



SANITARY SEWER SYSTEM
 FEASIBILITY STUDY
 FOR THE
 CITY OF SKY VALLEY, GEORGIA
 PRELIMINARY SEWER ROUTE EXHIBIT
 NOVEMBER, 2017



DATE: 11/15/17
 DRAWN BY: J. W. WILSON
 CHECKED BY: J. W. WILSON

Exhibit 2:

Estimated Project Costs

Option 1.A: Sewer System Collection and Pump to RCWSA, One Lift Station

Option 1.B: Sewer System Collection and Pump to RCWSA, Two Lift Stations

**Option 2: Sewer System Collection and Pump to On-site Membrane Bioreactor
and Reuse Land Application**

City of Sky Valley, Georgia
Sanitary Sewer System Feasibility Study
Preliminary Cost Estimate
Option 1.A: Pump to RCWSA WWTF, One Lift Station

7/11/17

ESTIMATED CONSTRUCTION COSTS				
Item	Units	Unit Cost	Qty	Cost
SEWER COLLECTION SYSTEM				
8" Dia. Gravity Sewer	LF	\$50	10,600	\$530,000
12" Dia. Gravity Sewer	LF	\$70	4,750	\$332,500
Manhole	EA	\$2,700	65	\$175,500
Minor Creek Crossing	LF	\$80	140	\$11,200
J&B, 12" Sewer with 24" casing	LF	\$300	250	\$75,000
Pavement Cut and Repair	LF	\$40	9,000	\$360,000
Trench Rock	CY	\$70	1,000	\$70,000
Sewer Service Lateral	EA	\$2,000	45	\$90,000
Septic Tank Abandonment	EA	\$1,000	45	\$45,000
Erosion Control	LF	\$1.30	15,000	\$19,500
Grassing	LF	\$1.40	5,900	\$8,260
NPDES	LS	\$2,040	1.0	\$2,040
CONSTRUCTION SUB-TOTAL				\$1,719,000
SINGLE LIFT STATION - PUMP TO RCWSA WWTF				
Pump Station	EA	\$400,000	1	\$400,000
6" Dia. Forcemain	LF	\$20	28,900	\$578,000
6" Plug Valve	EA	\$1,500	12	\$18,000
Forcemain Pig Access Port	EA	\$700	1	\$700
Air Release/Vacuum Valve	EA	\$4,000	15	\$60,000
Minor Creek Crossing	LF	\$80	60	\$4,800
J&B, 6" FM with 12" casing	LF	\$180	200	\$36,000
Pavement Cut and Repair	LF	\$40	10,000	\$400,000
Gravel Road Repair	LF	\$10	3,100	\$31,000
Trench Rock	CY	\$70	2,000	\$140,000
Erosion Control	LF	\$1.30	28,600	\$37,180
Grassing	LF	\$1.40	15,500	\$21,700
NPDES	EA	\$3,620	1.0	\$3,620
CONSTRUCTION SUB-TOTAL				\$1,731,000
TOTAL CONSTRUCTION SUB-TOTAL				\$3,450,000

City of Sky Valley, Georgia
Sanitary Sewer System Feasibility Study
Preliminary Cost Estimate
Option 1.A: Pump to RCWSA WWTF, One Lift Station

7/11/17

PROJECT SUPPORT COSTS	
Feasibility Study	\$15,000
GEFA Application Development	12,000
Design Engineering	224,000
Topographic Survey	20,000
Pumping Hydraulic Study	4,500
COE permits	7,000
Buffer Variance	7,000
Erosion Control Plans and Permits	7,000
Boundary Survey for Pump Station	5,000
Bid Phase Management	4,000
Engineering During Construction	30,000
Construction Observation	80,000
Easement Drawings	30,000
Acquisition	50,000
Funding Administration	15,000
Contingency	344,500
PROJECT SUPPORT SUB-TOTAL	\$855,000
TOTAL ESTIMATE OF PROBABLE COSTS	\$4,305,000

City of Sky Valley, Georgia
Sanitary Sewer System Feasibility Study
Preliminary Cost Estimate
Option 1.B: Pump to RCWSA WWTF, Two Lift Stations

7/11/17

ESTIMATED CONSTRUCTION COSTS				
Item	Units	Unit Cost	Qty	Cost
SEWER COLLECTION SYSTEM				
8" Dia. Gravity Sewer	LF	\$50	10,600	\$530,000
12" Dia. Gravity Sewer	LF	\$70	4,750	\$332,500
Manhole	EA	\$2,700	65	\$175,500
Minor Creek Crossing	LF	\$80	140	\$11,200
J&B, 12" Sewer with 24" casing	LF	\$300	250	\$75,000
Pavement Cut and Repair	LF	\$40	9,000	\$360,000
Trench Rock	CY	\$70	1,000	\$70,000
Sewer Service Lateral	EA	\$2,000	45	\$90,000
Septic Tank Abandonment	EA	\$1,000	45	\$45,000
Erosion Control	LF	\$1.30	15,000	\$19,500
Grassing	LF	\$1.40	5,900	\$8,260
NPDES	LS	\$2,040	1.0	\$2,040
CONSTRUCTION SUB-TOTAL				\$1,719,000
SINGLE LIFT STATION - PUMP TO RCWSA WWTF				
Pump Station	EA	\$400,000	2	\$800,000
6" Dia. Forcemain	LF	\$20	28,900	\$578,000
6" Plug Valve	EA	\$1,500	12	\$18,000
Air Release/Vacuum Valve	EA	\$4,000	15	\$60,000
Minor Creek Crossing	LF	\$80	60	\$4,800
J&B, 6" FM with 12" casing	LF	\$180	200	\$36,000
Pavement Cut and Repair	LF	\$40	10,000	\$400,000
Gravel Road Repair	LF	\$10	3,100	\$31,000
Trench Rock	CY	\$70	2,000	\$140,000
Erosion Control	LF	\$1.30	28,600	\$37,180
Grassing	LF	\$1.40	15,500	\$21,700
NPDES	EA	\$3,620	1.0	\$3,620
CONSTRUCTION SUB-TOTAL				\$2,130,300
TOTAL CONSTRUCTION SUB-TOTAL				\$3,849,300

City of Sky Valley, Georgia
Sanitary Sewer System Feasibility Study
Preliminary Cost Estimate
Option 1.B: Pump to RCWSA WWTF, Two Lift Stations

7/11/17

PROJECT SUPPORT COSTS	
Feasibility Study	\$15,000
GEFA Application Development	12,000
Design Engineering	250,000
Topographic Survey	20,000
Pumping Hydraulic Study	4,500
COE permits	7,000
Buffer Variance	7,000
Erosion Control Plans and Permits	7,000
Boundary Survey for Pump Station	5,000
Bid Phase Management	4,000
Engineering During Construction	30,000
Construction Observation	80,000
Easement Drawings	30,000
Acquisition	50,000
Funding Administration	15,000
Contingency	385,200
PROJECT SUPPORT SUB-TOTAL	\$921,700
TOTAL ESTIMATE OF PROBABLE COSTS	\$4,771,000

City of Sky Valley, Georgia
Sanitary Sewer System Feasibility Study
Preliminary Cost Estimate

11/7/17

Option 2: On-Site Membrane Bioreactor and Reuse Land Application

ESTIMATED CONSTRUCTION COSTS				
Item	Units	Unit Cost	Qty	Cost
SEWER COLLECTION SYSTEM				
8" Dia. Gravity Sewer	LF	\$50	10,600	\$530,000
12" Dia. Gravity Sewer	LF	\$70	4,750	\$332,500
Manhole	EA	\$2,700	65	\$175,500
Minor Creek Crossing	LF	\$80	140	\$11,200
J&B, 12" Sewer with 24" casing	LF	\$300	250	\$75,000
Pavement Cut and Repair	LF	\$40	9,000	\$360,000
Trench Rock	CY	\$70	1,000	\$70,000
Sewer Service Lateral	EA	\$2,000	45	\$90,000
Septic Tank Abandonment	EA	\$1,000	45	\$45,000
Erosion Control	LF	\$1.30	15,000	\$19,500
Grassing	LF	\$1.40	5,900	\$8,260
NPDES	LS	\$2,040	1.0	\$2,040
CONSTRUCTION SUB-TOTAL				\$1,719,000
LIFT STATION - PUMP TO SKY VALLEY WWTF				
Pump Station	EA	\$400,000	1	\$400,000
4" Dia. Forcemain	LF	\$18	2,400	\$43,200
Air Release/Vacuum Valve	EA	\$4,000	2	\$8,000
J&B, 6" FM with 12" casing	LF	\$180	30	\$5,400
Pavement Cut and Repair	LF	\$40	40	\$1,600
Trench Rock	CY	\$70	500	\$35,000
Erosion Control	LF	\$1.30	2,400	\$3,120
Grassing	LF	\$1.40	2,300	\$3,220
NPDES	EA	\$460	1.0	\$460
CONSTRUCTION SUB-TOTAL				\$500,000
SKY VALLEY WWTF - MBR AND LAS				
Mag Meter	EA	\$4,000	1	\$4,000
Coarse Screen	LS	\$30,000	1	\$30,000
Fine Screens	LS	\$162,000	1	\$162,000
Membrane Bioreactor	LS	\$750,000	1	\$750,000
Equalization Basin	CY	\$2,000	30	\$60,000
Reject Pond	CY	\$2,000	30	\$60,000
Lift Station	LS	\$130,000	1	\$130,000
Filtrate Storage Tank	LS	\$4,000	1	\$4,000
Turbidity Monitor	EA	\$5,000	1	\$5,000
UV Disinfection	LS	\$45,000	1	\$45,000
Chemical Dosing System	LS	\$15,000	1	\$15,000
Scada System	LS	\$25,000	1	\$25,000
Equipment Installation	LS	\$60,000	1	\$60,000
Sludge Digester	LS	\$100,000	1	\$100,000
Centrifuge	LS	\$230,000	1	\$230,000

City of Sky Valley, Georgia
Sanitary Sewer System Feasibility Study
Preliminary Cost Estimate

11/7/17

Option 2: On-Site Membrane Bioreactor and Reuse Land Application

Storage Pond	LS	\$80,000	1	\$80,000
Effluent Pump Station	LS	\$130,000	1	\$130,000
Effluent Flow Measurement	LS	\$5,000	1	\$5,000
Automatic Diversion Valve	LS	\$5,000	1	\$5,000
Yard Piping	LS	\$30,000	1	\$30,000
Small Piping	LS	\$15,000	1	\$15,000
Building for Treatment System	LS	\$100,000	1	\$100,000
Miscellaneous Concrete	CY	\$800	40	\$32,000
Spare Parts and Sampling Equipment	LS	\$10,000	1	\$10,000
Backup Generator	EA	\$45,000	1	\$45,000
Electrical	EA	\$35,000	1	\$35,000
Sprayfield piping (93.8 acres)	LS	\$1,000,000	1	\$1,000,000
Sprayheads	EA	\$4,500	415	\$1,867,500
Erosion Control	LS	\$8,000	1	\$8,000
Grassing	LS	\$25,000	1	\$25,000
NPDES	EA	\$3,500	1.0	\$3,500
CONSTRUCTION SUB-TOTAL				\$5,071,000
TOTAL CONSTRUCTION SUB-TOTAL				\$7,290,000
PROJECT SUPPORT COSTS				
Feasibility Study				\$15,000
GEFA Application Development				12,000
Design Engineering				474,000
Topographic Survey				20,000
Design Development Report				25,000
COE permits				7,000
Buffer Variance				7,000
Erosion Control Plans and Permits				7,000
Boundary Survey for Pump Station and Plant				5,000
Bid Phase Management				4,000
Engineering During Construction				30,000
Construction Observation				80,000
Easement Drawings				30,000
Acquisition				150,000
Funding Administration				15,000
Contingency				729,000
PROJECT SUPPORT SUB-TOTAL				\$1,610,000
TOTAL ESTIMATE OF PROBABLE COSTS				\$8,900,000

Exhibit 3:
Phase Approach Cost Estimates

City of Sky Valley, Georgia
Sanitary Sewer System Feasibility Study
Preliminary Cost Estimate

7/21/17

Phased Cost Estimate: Option 1.A: Pump to RCWSA WWTF, One Lift Station

PHASE 1				
ESTIMATED CONSTRUCTION COSTS				
Item	Units	Unit Cost	Qty	Cost
SINGLE LIFT STATION - PUMP TO RCWSA WWTF				
Pump Station	EA	\$30,000	1	\$30,000
6" Dia. Forcemain	LF	\$20	28,900	\$578,000
6" Plug Valve	EA	\$1,500	12	\$18,000
Forcemain Pig Access Port	EA	\$700	1	\$700
Air Release/Vacuum Valve	EA	\$4,000	15	\$60,000
Minor Creek Crossing	LF	\$80	60	\$4,800
J&B, 6" FM with 12" casing	LF	\$180	200	\$36,000
Pavement Cut and Repair	LF	\$40	10,000	\$400,000
Gravel Road Repair	LF	\$10	3,100	\$31,000
Trench Rock	CY	\$70	2,000	\$140,000
Erosion Control	LF	\$1.30	28,600	\$37,180
Grassing	LF	\$1.40	15,500	\$21,700
NPDES	EA	\$3,620	1.0	\$3,620
CONSTRUCTION SUB-TOTAL				\$1,361,000
TOTAL CONSTRUCTION SUB-TOTAL				\$1,361,000
PROJECT SUPPORT COSTS				
Feasibility Study				\$15,000
GEFA Application Development				12,000
Design Engineering				88,000
Topographic Survey				10,000
Pumping Hydraulic Study				4,500
COE permits				2,000
Erosion Control Plans and Permits				7,000
Boundary Survey for Pump Station				5,000
Bid Phase Management				4,000
Engineering During Construction				10,000
Construction Observation				15,000
Easement Drawings				5,000
Acquisition				10,000
Funding Administration				15,000
Contingency				136,500
PROJECT SUPPORT SUB-TOTAL				\$339,000
TOTAL ESTIMATE OF PROBABLE COSTS				\$1,700,000

City of Sky Valley, Georgia
Sanitary Sewer System Feasibility Study
Preliminary Cost Estimate

7/21/17

Phased Cost Estimate: Option 1.A: Pump to RCWSA WWTF, One Lift Station

PHASE 2				
ESTIMATED CONSTRUCTION COSTS				
Item	Units	Unit Cost	Qty	Cost
SEWER COLLECTION SYSTEM				
8" Dia. Gravity Sewer	LF	\$50	10,600	\$530,000
12" Dia. Gravity Sewer	LF	\$70	4,750	\$332,500
Manhole	EA	\$2,700	65	\$175,500
Minor Creek Crossing	LF	\$80	140	\$11,200
J&B, 12" Sewer with 24" casing	LF	\$300	250	\$75,000
Pavement Cut and Repair	LF	\$40	9,000	\$360,000
Trench Rock	CY	\$70	1,000	\$70,000
Sewer Service Lateral	EA	\$2,000	45	\$90,000
Septic Tank Abandonment	EA	\$1,000	45	\$45,000
Erosion Control	LF	\$1.30	15,000	\$19,500
Grassing	LF	\$1.40	5,900	\$8,260
NPDES	LS	\$2,040	1.0	\$2,040
CONSTRUCTION SUB-TOTAL				\$1,719,000
SINGLE LIFT STATION - PUMP TO RCWSA WWTF				
Pump Station	EA	\$350,000	1	\$350,000
CONSTRUCTION SUB-TOTAL				\$350,000
TOTAL CONSTRUCTION SUB-TOTAL				\$2,069,000
PROJECT SUPPORT COSTS				
GEFA Application Development				12,000
Design Engineering				134,000
Topographic Survey				15,000
COE permits				7,000
Buffer Variance				7,000
Erosion Control Plans and Permits				7,000
Bid Phase Management				4,000
Engineering During Construction				20,000
Construction Observation				70,000
Easement Drawings				25,000
Acquisition				40,000
Funding Administration				15,000
Contingency				207,000
PROJECT SUPPORT SUB-TOTAL				\$563,000
TOTAL ESTIMATE OF PROBABLE COSTS				\$2,632,000



November2, 2017

Sky Valley Way Pond
Sky Valley Way
Sky Valley, GA.
706-746-2204

svcitymanager@windstream.net

Dam and Outlet System Inspection Report

Date Inspected: 10-31-17

Lake Size: Currently 0.5 acres and in past 1.25 acres

Watershed Size: 509 acres

Ratio: 1,018:1

- 1) Does the pond have a leak? Yes No
- 2) How large and location: Leaks at top an through the dam. Pictured in the report below
- 3) Description of Leak: Leaks are high volume in the dam
- 4) Is the upstream face of the dam protected from the erosion? Yes No
Comments:
- 5) Is the face of the dam slope well protected with rip rap Yes No
Comments:
- 6) Is there erosion on the dam? If so, where? Yes No
Comments:
- 7) Is there erosion from traffic (people, animals, vehicles)? Yes No
Comments:
- 8) Are there any animal burrows Yes No
Comments: Minimal if any
- 9) Is the discharge channel and plunge pool protected properly? Yes No
Comments:
- 10) Are there wet spots on the dam? They are usually indicated by vegetation changes.
Location: downstream face, toe of slope, or top of the dam? Yes No

Comments:

- 11) Is there aquatic vegetation presence on downstream slope or toe of slope of the dam?

Yes No

Comments:

- 12) Is the dam overgrown with trees and/or underbrush? Yes No

Comments: It is not overgrown but aquatic vegetation growing along the dam

- 13) Has the dam ever had water flowing over it? Yes No

Comments: Currently this is occurring.

- 14) Has there been any modification of the dam or piping (changing size or dimension, raising the pool level)? Yes No

Comments: Old overflow pipe failed and has filled in with silt.

OUTLET SYSTEM and EMERGENCY SPILLWAY

- 15) Is water flow into the principal spillway impeded? Yes No

Comments:

- 16) Is the primary outlet discharge channel clear and open to allow the free passage of spillway discharge? Yes No

Comments:

- 17) Is the outlet system structure in good condition (check concrete, wood, and metal portions for damage or deterioration)? Yes No

Comments: Broken off and/or collapsed

- 18) Does the lake have a drain that can be used to lower it in an emergency and is it in good working condition? (NOTE: if drain has not been used for a while, it may be possible to open and not close valve) Yes No

Comments: Old system is to lower lake is pictured below but it is no longer functional.

- 19) Is there any debris blocking the emergency spillway? Yes No

Comments:

- 20) Is the emergency spillway in good condition overall (check for erosion within the channel, adequacy of grass cover etc.)? Yes No

Comments:

THE LAKE

- 21) Does the nature of the land surrounding the lake or its use present any problems?

Yes No

Comments: Watershed acreage for this small of a pond is an issue

- 22) Is serious wave erosion occurring along the shoreline? Yes No

Comments: Nothing serious

- 23) Does the lake continue to have sediment entering the impoundment, or has this happened in the past? Yes No

Comments: Pond upstream blew out years ago, flooding this pond with all the sediment. Peninsula developed due to silt intrusion and continues to grow.

ADDITIONAL INFORMATION

- 24) Is the downstream channel free of obstructions, so that water in a flood will not back up against the toe of the dam? Yes No

Comments:

- 25) Have there been any major modifications or significant changes in the watershed drainage area, such as a new urban development (housing projects, shopping center), clear cutting of woodlands, or other basic changes in land use? Yes No

Comments: Minimal upstream development but pond blow out upstream caused major issues.

- 26) Has there been any modification to the area immediately downstream of the dam?

Yes No

Comments: Golf course development

- 27) If the dam should fail, would loss of life or extensive property damage be likely?

Yes No

Comments:



COLLECTED DATA:

Freeboard height: One foot, but hard to tell exactly what it should be due to silt buildup.

Type of outlet system (circle one)

Siphon, Traditional Riser, Overflow Pipe, Earthen Spillway, **Concrete Spillway**

Outlet Pipe(broken on pond side) dimensions: 6" diameter (inches), 40 Measured Length (feet)

RECOMMENDATIONS: After reviewing topographical maps, we rarely see such a small body of water with as high of a watershed ratio as we discovered on this site. Compounding this problem, is the past event in which an upstream pond dam failed and emptied its silt contents downstream, which appeared to have settled in the pond that was examined on Sky Valley Way. Additionally, the current functioning pond upstream in all likelihood is leaking from its old metal outflow structure. A closer inspection via boat would need to be conducted of this upstream pond, when the pipe is visible, to gauge the size of the leak.

The peninsula that has grown through the years in the pond, will continue to do so until it fills in the water entirely, and all that would remain would be a stream which would need to be routed around the current dam. Of most concern, after inspecting the dam in its entirety, were the leaks through the dam. Portions of the top of the dam looked as if they were intentionally chiseled away in order to allow the free passage of water to a few created lower spots along the dam, but there were also locations in the dam that had water coming through the structure at a substantial rate.

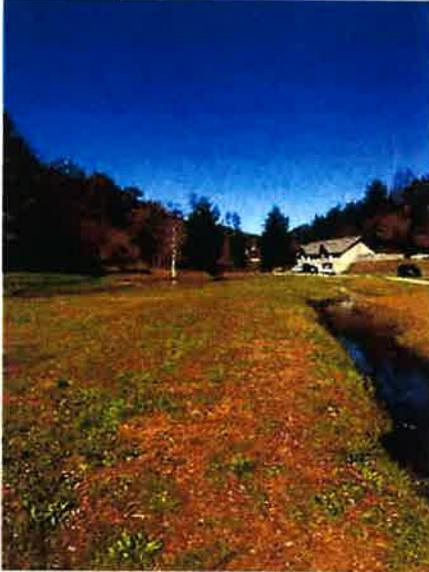
We are going to have a qualified hydraulic dredge company call you to come out and give you an estimate of the costs associated with removing this much sediment.

Because of the complexities of the challenges you are facing we highly recommend you have an engineered plan designed. That plan will define a scope of work so that we can have construction contractors give you an accurate estimate of the cost to resolve your issues with the outlet. There would be no contractors that would want to try to repair issues of this magnitude, in this environment, without engineered plans. Potential remediation of the issues you face may involve installing a large pipe at the dam to carry the water through the dam into the stream, or digging around the side of the dam to allow free access for the water to travel into the stream. It is impossible to give an accurate range of cost to perform all work necessary without getting engineers involved to define the scope.

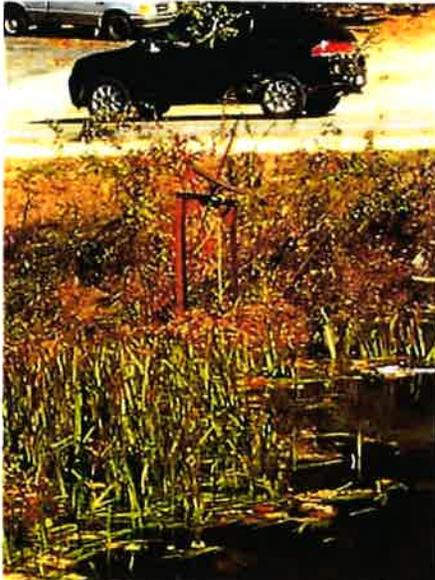


PHOTO DOCUMENTATION:

Siltation peninsula that will continue to expand until enveloping entire pond in time



Failed outlet control valve





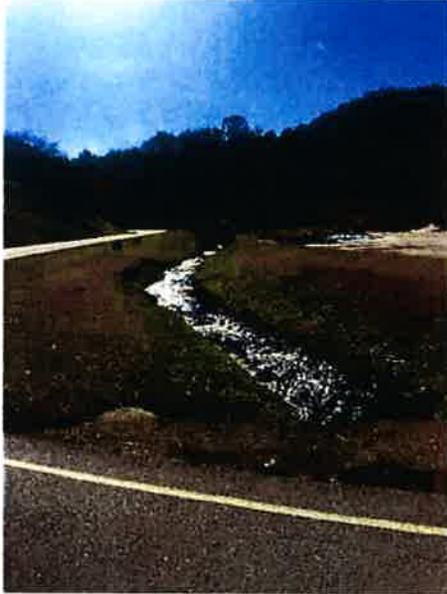
Non-functioning pipe from failed outlet structure



Water coming over the dam and breaching through the dam structure in 2 places



Creek that is fed by the water coming over and through the dam



Inflow Pipe



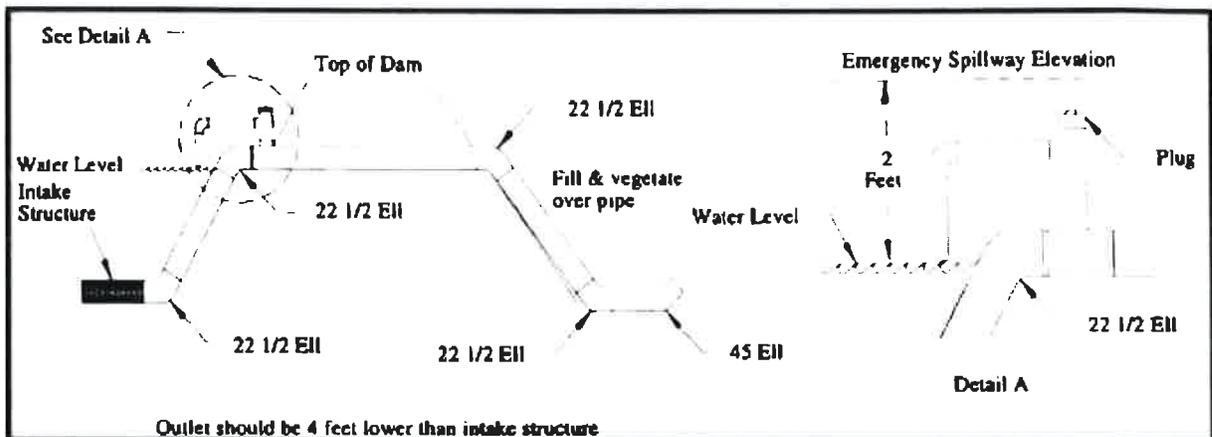
Sincerely,
Greg L. Grimes



President, Aquatic Environmental Services, Inc.

Aquatic Environmental Services dam and outlet inspections are a cost-effective alternative to inspections performed by civil engineering firms. Aquatic Environmental Services employees use our many years of experience in pond consultation to determine any areas of concern pertaining to the integrity of the pond outlet system and dam structures. Our assessment of the system is thorough and our findings related to any necessary repairs of the pond in question are forwarded to engineering firms we work with that have a proven track record of repairing and building ponds. Aquatic Environmental Services and its employees take no liability related to unforeseen problems causing failure of the dam or outlet structures during or after our initial assessment of the pond.

SIPHON SYSTEM DIAGRAM:



Linda Lapeyrouse

From: John Bryant <john@riversandinc.com>
Sent: Thursday, December 21, 2017 2:06 PM
To: svcitymanager@windstream.net
Subject: Lake Dredging Proposal

Linda,

Here is what I sent previously and couldn't get through, so let me know you were able to get this and both files from the dropbox links. Merry Christmas!

I appreciate the opportunity to work with you. I'm sorry I wasn't able to visit earlier this week when I surveyed the lake but we ended up getting caught in the rain by the end of it. I would be glad to meet and further discuss this project but I have included a proposal outlining my recommendations.

As you may or may not know, my company, River Sand, Inc., is a professional dredging company. We specialize in this type of work and have decades of experience along with the equipment options to perform the necessary tasks.

Fortunately, there are several factors in this project that reduce typical dredging costs. However, I know that budget can be a concern. The proposal outlines the best cost per unit option. As you relay more information, we can consider any option(s) you wish to pursue though.

Here is a link to both the proposal and a portfolio with a little more about us:

<https://www.dropbox.com/s/ill88a9bzngai8e/Sky%20Valley%20Dredging%20Proposal%20120817.pdf?dl=0>

<https://www.dropbox.com/s/q3ewce0c0c19hmb/RSI%20Dredging%20Portfolio.pdf?dl=0>

I look forward to hearing back and have a great weekend.

Thanks,

John Bryant
VP Business Development
Toll Free: (877)499-SAND
Email: john@riversandinc.com
www.riversandinc.com

Date: December 8, 2017

514 Tolhurst Road
Cleveland, GA 30528
(877) 499-SAND Sales Office
(706) 348-7327 Main Office
(706) 348-7326 Fax

*Pricing contingent upon current fuel
price and may be subject to change*

TO:

City of Sky Valley
Linda Lapeyrouse
3444 Highway 246
Sky Valley, GA 30537
(706)746-2204
svcitymanager@windstream.net

Linda,

I appreciate the opportunity to evaluate and discuss the options of the lake maintenance, specifically dredging, for the lake located adjacent to Sky Valley Way at the intersection of Overlook Way. Based on my initial site visit the project is feasible, and will utilize low impact methods for minimal disturbance of the surrounding properties. The entire lake is at capacity with sedimentation. One primary concern is the pressure of the sediment on the dam itself. My plan will be to remove the sediment and subsequently transport and store on-site. There are several variables in place that will determine cost but based on our initial observations we would like to propose an estimated project cost.

There is no doubt that the lake is severely impacted by sediment. The stream is channelized for most of the distance with sediment all the way to the dam. We have various methods and many different types of equipment for this type of dredging project. Considering the factors within this particular scope, we will select the best option to dredge and most cost effective as well. This proposal includes surveying, mobilization, dredging, transportation, demobilization, and site work related to the dredging and stabilization of sediment. The work associated with the on-site storage is also included. The method and project will limit the impact on the community and its stakeholders.

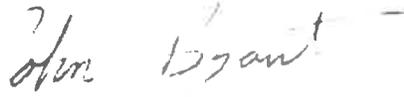
The cost is based on estimates of the amount of material to be removed. Based on our initial site survey which a rough estimation, we have a volume calculated to project the cost. Our calculated cost factors in both the volume and other factors including on-site storage. The total project cost will be \$248,500.00. Keep in mind that the cost could vary based on your budget and the final determination of the scope of the project. The results of this project would remove most of the sediment within the lake to give you the best value per unit of material removed. Additionally, once the scope is finalized there will be a sliding scale mobilization factor based on the actual volume removed in the project.

• Page 2

December 8, 2017

Keep in mind the plans can be adjusted to fit within your needs and budget. Please feel free to forward me any additional questions or concerns, and let me know your intentions.

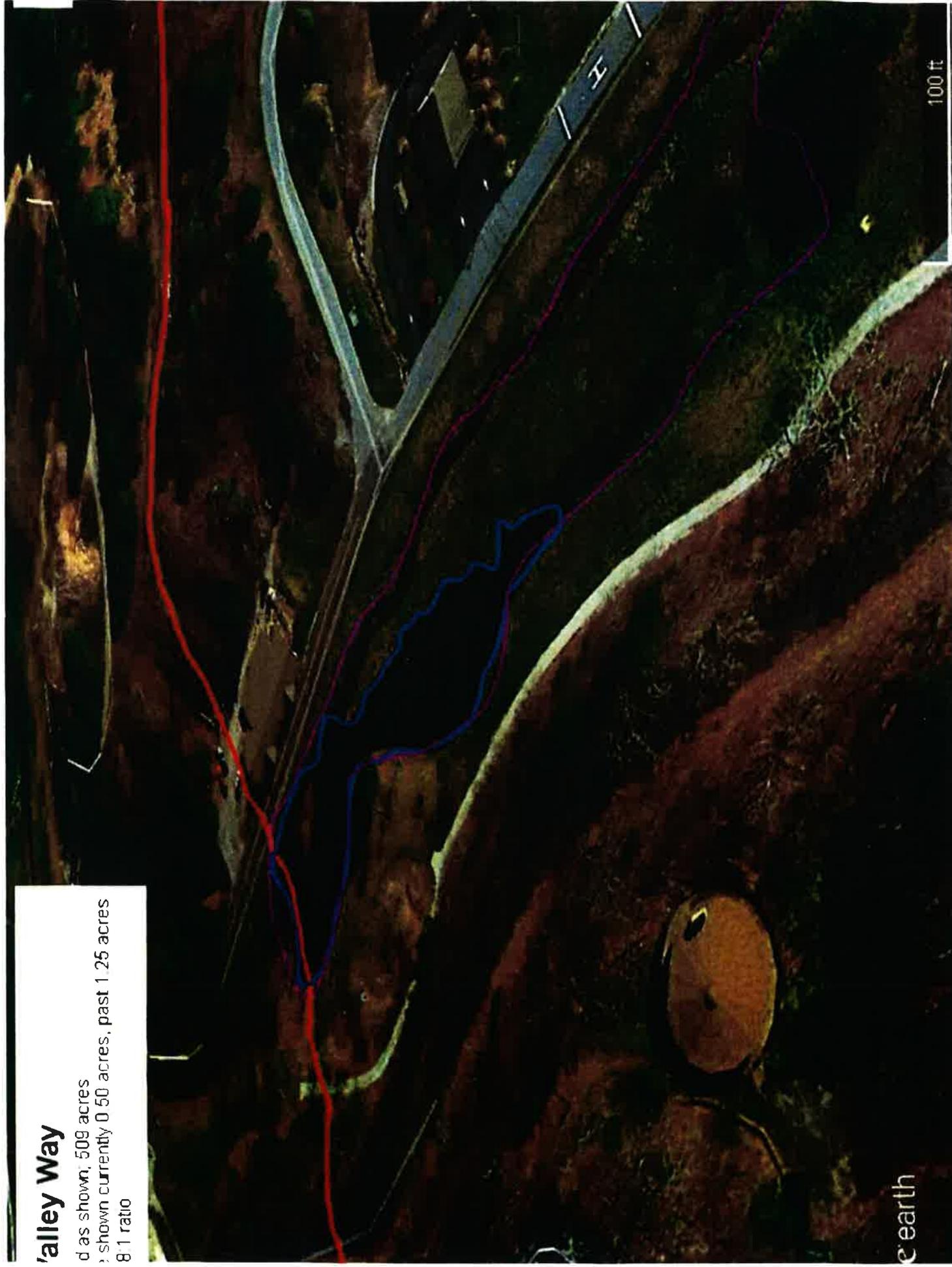
Sincerely,

A handwritten signature in black ink that reads "John Bryant". The signature is written in a cursive style with a horizontal line extending to the right.

John Bryant
VP Business Relations

Valley Way

as shown, 509 acres
; shown currently 0.50 acres, past 1.25 acres
8:1 ratio



e earth

100 ft

CLIENTELE

RSI offers SOLUTIONS to many different entities and individuals. Over the years we have chosen to SERVE our clients to the best of our ability, often going above and beyond the scope of the project. We believe in listening to the client's needs and developing a plan of action for that particular case.

RSI has worked with various agencies and individuals including:

- U.S. Army Corps of Engineers
- U.S. Environmental Protection Agency
- Georgia Environmental Protection Division
- University of Georgia
- Georgia Power
- Municipalities
- Hydropower operators
- Utility departments
- Engineering firms
- Home owner associations
- Lake property owners
- Farmers

RSI's clients often have completely different scales, objectives, and budgets, but RSI always offers the best value and service in the market.



US Army Corps of Engineers®

NEARLY 2 DECADES OF SUCCESS...

for RSI in the dredging business removing millions of tons of sediment.

RSI HAS WORKED WITH THE USACE ON LAKE LANIER TO REMOVE OVER 750,000 TONS OF SEDIMENT, IMPROVING BOTH WATER QUALITY AND QUANTITY.





EQUIPPED FOR OPTIONS

RSI has all types of dredging capabilities including hydraulic cutterhead dredges, standard and long reach excavators, and even amphibious dredges. We know that it takes the proper tools to do the job right, and we have all of them.

THE PHOTO ABOVE IS A PROJECT THAT THE WATER LEVEL INCREASED UNEXPECTEDLY AND THE SEDIMENT WAS NO LONGER ACCESSIBLE BY LAND. OUR AMPHIBIOUS DREDGE ALLOWED THE PROJECT TO CONTINUE ON SCHEDULE WITHOUT ANY ADDITIONAL COST TO THE OWNER.



QUALIFICATIONS EXPERIENCE

RSI employees have over 100 years of combined experience in the dredging business. Charles Parker, CEO/President, is third generation in the business and started with a vision that has rapidly expanded in the market. John Bryant, VP, earned a B.A. Environmental Resources (emphasis in water) and a M.S. Soil Science from the University of Georgia.

The RSI team works together to provide turn-key services including planning, permitting, surveying, site work, monitoring, mobilization/demobilization, reclamation, and more. RSI personnel know what it takes to be successful.

CHARACTER

RSI emphasizes professional service guaranteed to meet or exceed clients' expectations. Reliable, honest, honorable, hard working individuals are what set RSI apart.

INSURANCE

RSI is a fully insured marine contractor. A certificate of liability insurance can be obtained upon request.



TIMING IS EVERYTHING

RSI takes projects from start to finish, and on time.

THE PHOTO ABOVE IS PART OF A PROJECT THAT RSI TOOK FROM START TO FINISH FROM PERMITTING TO RECLAMATION IN JUST DAYS TO MEET THE CLIENT'S TIMEFRAME. "SPYDEE" IS ONE OF OUR AMPHIBIOUS DREDGES THAT CAN STAND IN SIX FEET OF WATER AND CLIMB NEAR VERTICAL SLOPES.



IN GOD WE TRUST

RSI's motto has always been clear about one thing.

AT RSI WE BELIEVE IN THE AMERICAN DREAM AND WORKING HARD. WE APPRECIATE THE OPPORTUNITY TO LIVE FREELY AND SERVE OTHERS. CHARLES AND JOHN ARE JUST AS CONCERNED ABOUT BUILDING GREAT RELATIONSHIPS WITH CLIENTS AS OUR DREDGES ARE CONCERNED ABOUT GETTING THE JOB DONE.



INNOVATION

RSI has developed systems that work for people and projects. Projects are finished on time, with low impact, and often improvements are made in and around the project site with our reclamation techniques. People are pleased with great service throughout the project.

RSI HAS A VARIETY OF TRUCKS IN ITS FLEET FOR TRANSPORTING MATERIAL AND EQUIPMENT. THE TRUCK ABOVE IS TRAVELING ACROSS OUR ALL WEATHER ROAD. THE AERIAL PHOTO SHOWS A PROJECT SITE WITH MECHANICAL AND HYDRAULIC DREDGING METHODS IN PLACE (LEFT). RSI'S INVENTORY OF SUPPORT EQUIPMENT SUCH AS BOOM TRUCKS AND CRANES ARE VITAL TO OPERATIONS (CENTER). THE RECLAMATION PROCESS RETURNS THE ROAD AND SPOIL SITE ABOVE BACK TO GREEN GRASS (RIGHT).





HYDRAULIC DREDGING

is very efficient to move material but dewatering is the key.

THIS PHOTO IS A PROJECT WHERE THE MATERIAL IS PUMPED OVER A MILE IN DISTANCE WITH A 100 FEET INCREASE IN ELEVATION. THE SEDIMENT WILL BE DEWATERED IN A SERIES OF RETENTION PONDS.

SAFETY

RSI employees are trained to create a safe working environment, and are first aid/CPR certified. Safety is a priority, especially on the water!

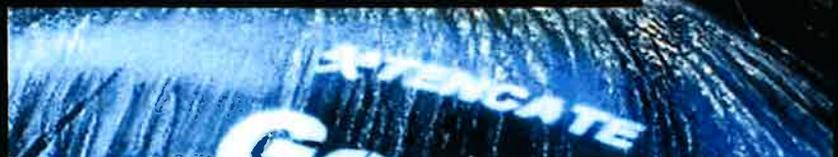
ENVIRONMENT

RSI implements a prevention program to avoid leaks and spills on the water. However, biodegradable oil products are used in equipment, and emergency response kits are available for containment if an accident occurs.

DEWATERING

One method to dewater is using a geotextile dewatering tube or geotube.

THE GEOTUBE IS BEING FILLED WITH A SLURRY VIA THE PIPELINE. THE SMALL HOLES IN THE TUBE ALLOWS WATER TO PASS THROUGH BUT PREVENTS SOLIDS FROM LEAVING. POLYMERS CAN BE ADDED TO HELP SOLIDS SETTLE FASTER.



RESOURCES

SOIL/WATER LAB

RSI understands the dredging process and offers a complete service to clients. Our in-house soil and water laboratory is capable of analyzing a variety of water and soil parameters associated with dredging. RSI also works with independent labs and the University of Georgia to extend even more services to you, as well as provide a means for our quality control and quality assurance program. RSI employs a full-time hydrologist and soil scientist for planning, consulting, and analyzing.

TECHNOLOGY

RSI utilizes software, equipment, communications, and more to improve efficiency. RSI's innovation improves our process, lowers costs, reduces our footprint, and decreases our energy consumption.



MANUFACTURING

RSI is unique in our ability to actually manufacture our dredges and support equipment from our own fabrication facility.

THE DREDGE PICTURED WAS CUSTOM BUILT FOR A PROJECT THAT REQUIRED DENSE MATERIAL TO BE PUMPED UP AN EXTREME VERTICAL HEAD. THE PUMP, POWER UNIT, AND DESIGN ALLOWS IT TO OUTPERFORM STANDARD DREDGES.



Linda Lapeyrouse

From: City Managers <CITYMANAGERS@LISTS.GMANET.COM> on behalf of Holger Loewendorf on behalf of Justin Kirnon <hloewendorf@GMANET.COM>
Sent: Thursday, January 11, 2018 5:25 PM
To: CITYMANAGERS@LISTS.GMANET.COM
Subject: Fireworks Resolution
Attachments: Fireworks Resolution.pdf

As everyone is aware, fireworks became legal in Georgia a few years ago. Originally, the law had very little local control, and each year we have attempted to gain more control over the detonation of fireworks. Due to the lobbying efforts of your GMA governmental relations team, the detonation of fireworks is only legal until 9 pm except on a few holidays. Many of our cities wanted more local control, especially in areas that have a great amount of density. Attached you will find a resolution written by Rep. Silcox that recognizes the diversity of needs in different regions as it relates to firework usage and provides information about fireworks being treated differently from other noises in local ordinances.

Last legislative session Rep. Silcox from Sandy Springs introduced HB 419, which was originally written to provide local governing authorities the ability to regulate the use or ignition of consumer fireworks based on local noise ordinances. GMA worked with her on the bill, and that version of the bill passed the house and was assigned to the Senate Public Safety Committee where the bill was amended to allow for usage of fireworks until midnight on all state holiday, 2 days before and 2 days after each holiday and all weekends before each holiday. The bill that passed the Senate Public Safety Committee will mandate more than 70 days in which fireworks can be detonated until midnight. Neither noise ordinances nor any other restriction can be placed on the usage of fireworks on those days. That made HB 419 a bill that we could not support and eroded the work previously done to gain local control on the hours of usage of fireworks. The bill was tabled on the Senate floor. We have language for an amendment that will take the language back to the version of the bill that passed the house. We will continue to work on this bill and get it to a place that works for you. Rep. Silcox needs the help of cities in Georgia to pass the attached resolution urging the legislature for more local control. The resolution highlights the lack of local control in GA as compared to our neighboring states and urges the General Assembly to pass a bill that gives us more control.

Please consider passing this resolution at your upcoming council meeting so we can present the resolutions to the legislature as we attempt to get this bill across the finish line and on to the Governor's desk for his signature.

If you have any questions, please contact Justin Kirnon (jkirnon@gmanet.com).

#####

To unsubscribe from the CITYMANAGERS list:
write to: <mailto:CITYMANAGERS-SIGNOFF-REQUEST@LISTS.GMANET.COM>
or click the following link:
<http://lists.gmanet.com/scripts/wa-GMANET.exe?SUBED1=CITYMANAGERS&A=1>

A RESOLUTION

Recognizing the diversity of needs in different regions of our state with respect to the use of fireworks; and for other purposes.

WHEREAS, there are significant differences throughout the State in terms of types of communities and housing; and

WHEREAS, there are major differences in choices in terms of building density, lot size, and proximity to neighbors ; and

WHEREAS, the choice of those who live in more populated areas of the State has been limited in terms of the use of fireworks and the quality of life in those more populated areas has been diminished;

WHEREAS, fireworks are the only noise that is treated differently than other noises in state law; all other noises are governed by noise ordinances that are passed by local governments to govern their jurisdiction; and

WHEREAS, there are large unincorporated areas of the State that do not have noise ordinances; and

WHEREAS, according to <https://library.municode.com.ga>, there are only 108 of the 538 cities in Georgia or twenty percent of the cities in Georgia that have a noise ordinance and would thus be affected by the new legislation; and

WHEREAS, all of our southeastern neighbors allow local control of the use of fireworks in their State and half of the States nationwide allow for local control of the use of fireworks, except the State of Massachusetts that does not allow the use of fireworks at all; and

WHEREAS, the Georgia House of Representatives passed House Bill 419 during the 2017 Legislative Session by a vote of 147 to 17 to enable the governing authorities in certain counties to further regulate the use or ignition of fireworks;
and

WHEREAS, House Bill 419 does not address the use of all fireworks but rather the noise created by certain fireworks and does not in any fashion restrict or address the sale of fireworks; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF _____, that this resolution is presented to urge the Georgia Senate of the General Assembly to pass House Bill 419 and for the Governor of the State of Georgia to sign such bill into law to improve the quality of life for the citizens of their city, recognizing that not all such counties and cities have noise ordinances and that the population density in some areas of Georgia will not warrant regulation of noises by noise ordinance.

MIXON  MIXON
BROWN TENCH
TURNING VISION INTO VALUE
CERTIFIED PUBLIC ACCOUNTANTS & BUSINESS ADVISORS

WWW.MIXONCPA.COM

MICHAEL MIXON, CPA

JOELY MIXON, CPA

SKIP BROWN, CPA

January 5, 2018

Linda Lapeyrouse, City Manager
City of Sky Valley
3444 Highway 246
Sky Valley, Georgia 30537

Dear Linda,

You have requested that we audit the financial statements of the governmental activities, the business-type activities, each major fund, and the remaining fund information of City of Sky Valley, as of December 31, 2017, and for the year then ended and the related notes to the financial statements, which collectively comprise City of Sky Valley's basic financial statements as listed in the table of contents. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audit will be conducted with the objective of our expressing an opinion on each opinion unit.

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

•The Schedule of Funding Progress

Supplementary information other than RSI will accompany City of Sky Valley's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following supplementary information in relation to the financial statements as a whole:

•Schedule of Expenditures of Special Purpose Local Option Sales Tax Proceeds

The Objective of an Audit

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in accordance with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when

854 WASHINGTON STREET, SUITE 200
CLARKESVILLE, GEORGIA 30523
OFFICE: 706-754-1040
FAX: 706-754-0403

103 MIDWAY DRIVE, SUITE C
CORNELIA, GEORGIA 30531
OFFICE: 706-778-2154
FAX: 706-776-1982

545 D HELEN HIGHWAY
CLEVELAND, GEORGIA 30528
OFFICE: 706-865-7200
FAX: 706-754-0403

considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

General Audit Procedures

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) and in accordance with Government Auditing Standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Internal Control Audit Procedures

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and in accordance with Government Auditing Standards.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.

Compliance with Laws and Regulations

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Sky Valley's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Management Responsibilities

Our audit will be conducted on the basis that management acknowledges and understands that they have responsibility:

- a. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
- b. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements; and
- c. To provide us with:

- i. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements such as records, documentation, and other matters;
 - ii. Additional information that we may request from management for the purpose of the audit; and
 - iii. Unrestricted access to persons within the City of Sky Valley from whom we determine it necessary to obtain audit evidence.
 - iv. Draft financial statements and any accompanying information in time to allow the auditor to complete the audit in accordance with the proposed timetable.
- d. For including the auditor's report in any document containing financial statements that indicated that such financial statements have been audited by the City of Sky Valley's auditor.
 - e. For identifying and ensuring that the City of Sky Valley complies with the laws and regulations applicable to its activities; and
 - f. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period (s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility: (a) for the preparation of the supplementary information in accordance with the applicable criteria; (b) to provide us with the appropriate written representations regarding supplementary information; (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information; and (d) to present the supplementary information with the audited financial statements, or if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management, written confirmation concerning representations made to us in connection with the audit.

Reporting

We will issue a written report upon completion of our audit of City of Sky Valley's basic financial statements. Our report will be addressed to the governing body of City of Sky Valley. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

In accordance with the requirements of Government Auditing Standards, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance will not be an objective of the audit and, therefore, no such opinion will be expressed.

Other

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Provisions of Engagement Administration, Timing and Fees

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

We expect to begin our audit the latter part of March and to complete our audit and issue our reports no later than June 30, 2017.

Joely Mixon is the engagement partner for the audit services specified in this letter. Her responsibilities include supervising Mixon, Mixon, Brown & Tench, CPAs' services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

With respect to the non-attest services that we perform, such as drafting the financial statements, schedules and disclosures based on the City's trial balance, the City of Sky Valley's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities. Government Auditing Standards require that we document an assessment of the skills, knowledge, and experience of management, should we participate in any form of preparation of the basic financials statements and related schedules or disclosures as these actions are deemed a non-audit service.

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses. Invoices will be rendered at the completion of the audit and are payable upon presentation. We estimate that our fee for the audit will be \$8,500. We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use City of Sky Valley's personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit. Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

During the course of the audit we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

We agree to retain our audit documentation, or work papers for a period of at least five years from the date of our report.

At the conclusion of our audit engagement, we will communicate to the Mayor, City Council, and City Manager the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;

- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

The audit documentation for this engagement is the property of Mixon, Mixon, Brown & Tench, CPAs and constitutes confidential information. However, we may be requested to make certain audit documentation available to federal and state agencies pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Mixon, Mixon, Brown & Tench, CPAs' personnel. Furthermore, upon request, we may provide copies of selected audit documentation to federal and/or state agencies. These agencies may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statements including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,

Mixon, Mixon, Brown & Tench, CPAs
Mixon, Mixon, Brown & Tench, CPAs

RESPONSE:

This letter correctly sets forth our understanding.

City of Sky Valley

Acknowledged and agreed on behalf of City of Sky Valley by:

Title: _____

Date: _____

CITY OF SKY VALLEY

Snow and Ice Control Plan

The Sky Valley Snow and Ice Control Plan is designed to make efficient use of staff, materials and equipment during winter storm events. Through proper management, our efforts will translate into cost savings for the public and a healthier/safer city in which to live, work and drive.

The following Snow and Ice Control Plan is designed to give an overall summary of how our snow operations are implemented. The Department of Public Works reserves the right to change or modify depending on weather conditions and resources available.

PROGRAM GOALS

Snowplowing shall proceed as rapidly as possible in accordance with the following priorities:

Snow and ice control operations will be conducted only when weather conditions do not grossly endanger the safety of City employees and equipment. Factors that may delay snow and ice control operations include: severe cold, significant winds, restricted visibility, and equipment limitations.

The goal of Sky Valley is to provide fiscally responsible service during snow and ice events that support the safety and mobility of our transportation system by removing or displacing snow and ice from designated priority streets as safely and expeditiously as possible.

One only has to shovel a driveway a few times to know that snow has different weights and compaction properties. A rule of thumb is that a 10-inch accumulation of dry, fluffy snow is easier and cheaper to take care of than 5 inches of heavy, wet snow. Additional problems with wet snow include: very slippery conditions, salt usage increases, equipment fatigue, and newly fallen snow freezes. There is nothing worse for poor snow removal results than heavy, wet snow followed by a hard freeze.

TREATMENT METHODS

Treatment methods include:

- Salt brine
- Salt
- Anti-skid materials
- Plowing

All of these methods are utilized, sometimes in different combinations, depending on the type of road and current weather conditions. Salt is used to melt the snow or ice. Brine is applied to

roadways before snow begins to fall to help prevent the bonding of snow and ice to pavements. Anti-skid materials help provide traction and can be sand or fine stone, sometimes referred to as chat. Plowing is utilized when snow becomes too deep for salt granules to effectively penetrate.

Plowing begins when snowfall is between 1 – 2 inches. The police department is responsible for notifying the public works director if it is after normal business hours when there is an inch of snow accumulation on the roadway.

If there is less accumulation than we can plow, salt and/or anti-ski materials will be used to provide traction and assist in melting the snow or ice.

STATEMENT OF OBJECTIVES

Anti-icing measures take place before snow falls and ice forms on the roadway. They aim to prevent the bond of frozen precipitation to the road surface. In some circumstances, anti-icing can dramatically cut the cost of maintaining a safe road surface over conventional deicing. Anti-icing chemicals are applied in liquid form (salt brine) to road surfaces just before a snow or ice storm. Liquid sodium chloride (NaCl) is the most effective choice for anti-icing above 15° F. There are many factors that go into determining if anti-icing will be effective. Some of the factors are air temperature, wind speed, precipitation type and intensity, current pavement conditions, and location. Sky Valley uses these factors in an advanced weather forecasting system, as well as the experience of our maintenance crews, to determine when and where to anti-ice.

If conditions are favorable for the use of anti-icing measures, salt brine will be applied to all streets. When that is not possible, anti-icing measures will be focused on steep hills, switchbacks and other known trouble areas.

During a snow event, public works' primary goal is to have Priority #1 Streets plowed open at all times. This goal is contingent upon the time the snow event starts and the magnitude and duration of the snow event.

The following priorities outline the established level of snow removal to be expected for streets in that priority level.

- **Priority #1 Streets:** All main arterials considered to be the minimum network, which must be kept open to provide a transportation system connecting the fire station, police station and other essential operational areas necessary for snow and ice removal. Priority #1 Streets include Bald Mountain Road, Sky Valley Way, Knob Drive to the Public Works Barn, Lost Valley to the Public Works Materials Yard.
- **Priority #2 Streets:** All other collector roads completing the network covering moderate traffic volume streets and selected “hot spots” such as intersections, hills and switchbacks. Our goal is to have all remaining Priority #2 Streets plowed within 48 hours of the last snowfall.

- Priority #3 Streets: All other dead-end city streets with occupied residential dwellings. Our goal is to have all Priority #3 Streets plowed within 36 hours of the last snowfall.

Sky Valley has approximately 30 miles of streets. For snow removal, they are divided into the above-described categories. Except for very unusual conditions or emergencies, streets or segments of streets are assigned to one of the prioritized categories. Under most conditions, Priority #1 and #2 Streets will be kept opened and maintained. When that is not possible due to treacherous conditions or vehicles blocking the road, Priority #1 and #2 Streets will be cleared and treated as best as possible before focus will be redirected to Priority #3 Streets.

It is illegal for private persons to place, dump or push snow into city streets or rights-of-way from adjacent properties.

STREET PLOWING AND TREATMENT OBJECTIVES

Each individual snow storm presents unique conditions and challenges that warrant different approaches to snow and ice control. Factors such as wind, moisture content of the snow, pavement temperature, ice build-up on road surfaces and projected snow accumulations all influence snow fighting strategies.

Standard operating procedures involve plowing and spreading de-icing materials from the center to the right side of the road. The first crew dispatched for a storm will apply de-icing materials as needed to the road surface in an effort to prevent ice from bonding to the pavement. Plowing will begin when sufficient snow accumulations occur on the road surface. Plowing generally occurs when snow accumulation reaches 1 -2 inches.

Subsequent crews will adjust techniques in order to meet conditions. De-icing adjustments are made in the field based on current and forecasted conditions. Field adjustments may include applying de-icing materials to the entire road surface or limiting them to icy spots, intersections, stop signs, hills and bridges. Techniques to be deployed will be based on storm conditions and duration to achieve optimal results and ensure the safety of motorists.

In order to provide service to as much of the community in as timely a manner as possible, service will not include removal of the plowed windrows from driveways, sidewalks, mail boxes or along vehicles parked on the street.

UNLAWFUL ACTS

During an emergency it is unlawful to park or leave standing any vehicles on any street. Exceptions – This section shall not apply to persons in charge of wreckers or authorized emergency vehicles while servicing mechanical, fire, police or medical emergencies.

DRIVEWAYS

Responsibility of driveways shall rest with individual property owners. This includes the clearing of additional snow that may accumulate each time the City plows have gone by.

RESOURCES

Public Works consists of four Maintenance Workers. All employees are under the direction of the Public Works Director. There will be two workers in each plow truck at all times.

Vehicles and equipment available for snow and ice control:

- (2) 4 WD Trucks suitable for plowing
- (2) Snow Plows
- (2) Spreaders
- (1) Brine Tank and spray system

SNOW EMERGENCY

The City Manager has the authority to declare a snow emergency when snow conditions are such that normal snow operations are not able to keep the streets clear. Snow emergencies enable the City Manager to call in additional outside resources and authorize overtime for all essential personnel over and above what may be allocated in the budget.

As in normal snow removal operations, the Priority #1 Streets are the first plowed during snow emergencies. These emergency routes are designed to keep essential services functioning after a major snowfall or heavy drifting that could otherwise paralyze our city. Snow crews will work in conjunction with fire, police and ambulance personnel to ensure the life safety of the community.

Other main streets are plowed immediately after emergency snow routes are completed. Vehicles parked on a snow route during emergency conditions may be towed at the owner's expense. In addition, plows may continue to work the area around parked vehicles, blocking them with piles of snow.

STUCK VEHICLES

City staff is not permitted to use city vehicles or equipment to push, pull, drag or otherwise remove any private vehicles that are stuck or inoperable. Staff should call the Police Department to contact a tow for stuck residents.

HOW YOU CAN HELP

Exercise extreme care when driving in inclement weather. Driving on snow-packed and icy roads requires your full attention and driving skills. A few basic guidelines to remember during winter driving are:

- During a snowstorm, you can help City crews by not parking in and along City streets. We cannot plow if you are blocking a road. You may also get snow-banked in if you park on the edge of the road.

- Equip your vehicle with snow tires or chains to improve traction. Remember to brake slowly.
- During times of poor road conditions, allow extra room between yourself and the vehicle ahead of you.
- During times of reduced visibility, watch for other vehicles and pedestrians.
- Be patient. Drive at reduced speed and allow more travel time to reach your destination.
- Give snow removal personnel and equipment time and room to do their job.

QUESTIONS AND ANSWERS

It seems like we're always plowed last. Why can't we be first sometimes?

We follow the snow removal priority plan and often start and stop at the same location. This is based on a number of factors such as stockpile location, conditions and the number of one-way and dead-end streets in the City.

When is it OK to park on my street again after it has been plowed?

You can park in any permitted parking area as soon as the snow has been plowed to its full operation width. Be careful, however; it may take more than one pass of the plows to complete the job.

I'm very concerned about our environment. Why don't you do more plowing and eliminate the use of chat or salt?

Plowing and de-icing serve different purposes. Both need to be done to ensure the safety of the traveling public.

Who can I call if I've got a complaint or request?

For the quickest response on your snow plowing or de-icing questions, call 706-746-2204. After normal business hours, call the Police Department at 706-746-5584 and they will contact our on-call personnel.

Can't the City remove the snow they put in my driveway?

Given the large number of driveways in the City, it is too time consuming to perform this service. Our primary duty is to keep the main roadways open. Our crews try to keep blocked driveways to a minimum and divert plowed snow away from driveways when possible.

I'd like to make a suggestion on snow removal. To whom can I send it?

We'll be happy to take your suggestions. Send them to the Sky Valley City Hall, 3444 Highway 246, Sky Valley, GA 30537 or e-mail them to svcitymanager@windstream.net.



Feb

RISK MANAGEMENT AND
EMPLOYEE BENEFIT SERVICES
BOARD OF TRUSTEES

Chairman
Kenneth L. Uray
Mayor, Thomson

November 20, 2017

Vice Chairman
W. D. Patten, Jr.
Mayor, Columbus

Mayor Hughel Goodgame
City of Sky Valley
3444 Highway 246
Dillard, GA 30537-2502

Secretary-Treasurer
B. J. Hester
Mayor, Marietta

RE: GMA Certified City of Ethics Program

Trustees

Dear Mayor:

Dr. David L. ...

...

...

...

...

...

...

...

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...

The City of Sky Valley is scheduled to recertify as a Georgia Certified City of Ethics. To remain certified, the city must submit to GMA for review and approval a copy of any changes to the city's ethics ordinance since initial certification and a current resolution signed by a majority of the governing body re-adopting the five ethics principles. You have two opportunities to recertify. To recertify and be recognized at Mayors' Day in January 2018, these materials must be received by GMA no later than December 15, 2017. To recertify and be recognized at the GMA Annual Convention in June 2018, these materials must be received by April 1, 2018. Please forward the materials to GMA Legal Assistant, Gina Shirley.

Please visit GMA's website, www.gmanet.com, to see the program requirements and sample ordinance and view the GMA publication "Ethics in Government: Charting the Right Course." If you have any additional questions about the program, please feel free to give Gina a call at 678) 686-6258 or email rshirley@gmanet.com.

We appreciate your participation in this important program.

Sincerely,

Susan J. Moore
General Counsel

C: Ms. Ella Fast, City Clerk

ORDINANCE No. 18-_____

City of Sky Valley

State of Georgia

ETHICS ORDINANCE

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF SKY VALLEY, GEORGIA TO PROVIDE A NEW ETHICS CODE SECTION; TO PROVIDE FOR PENALTIES; TO PROVIDE FOR CODIFICATION; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE ANEFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the duly elected governing authority of the City of Sky Valley, Georgia is authorized by O.C.G.A. § 36-35-3 to adopt ordinances relating to its property, affairs and local government; and

WHEREAS, the duly elected governing authority of the City of Sky Valley, Georgia is the Mayor and Council thereof; and

WHEREAS, the governing authority deems it essential to the proper operation of democratic government that the public officials be, and give the appearance of being, independent, impartial, and responsible to the people; that governmental decisions and policies be made in the proper channels of the governmental structure; and that public office not be used for personal gain; and

WHEREAS such measures are necessary to provide the public with confidence in the integrity of its government.

NOW THEREFORE it is the policy of the city that its officials, employees, appointees, and volunteers conducting official city business:

- Serve others and not themselves;
- Be independent, impartial and responsible;
- Use resources with efficiency and economy;
- Treat all people fairly;
- Use the power of their position for the well-being of their constituents; and
- Create an environment of honesty, openness and integrity.

NOW THEREFORE BE IT AND IT IS HEREBY ORDAINED:

- I. That the Code of Ordinances of the City of Sky Valley, Georgia is hereby amended by repealing and replacing Ordinance 04-02 Code of Ethics with a new Code of Ethics, which said sections read as follows:

Sec. 1 PURPOSE

The purpose of this code of ethics is to:

- (a) Encourage high ethical standards in official conduct by city officials;
- (b) Establish guidelines for ethical standards of conduct for all such officials by setting forth those acts or actions that are incompatible with the interest of the city;
- (c) Require disclosure by such officials of private financial or other interest in matters affecting the city; and
- (d) Serve as a basis for disciplining those who refuse to abide by its terms.

Sec. 2 SCOPE

The provisions of this code of ethics shall be applicable to all elected or appointed city officials. Notwithstanding anything herein to the contrary, state law and the charter of the city shall be controlling in the event of an actual conflict with the provisions of this code of ethics. This ordinance shall be interpreted to supplement, and not replace, said provisions of state law and the charter.

Sec. 3 DEFINITIONS

Solely for the purpose of this code of ethics:

(a) City official or official, unless otherwise expressly defined does not include city employees but does mean the mayor, members of the city council, municipal court judges, city manager, city clerk, city attorney, and all other persons holding positions designated by the city charter, as amended.

The term "city official" also includes all individuals, including city employees, appointed by the mayor and/or city council as appropriate to city authorities, commissions, committees, boards, task forces, or other bodies which can or may vote or take formal action or make official recommendations to the mayor and/or city council.

(b) Decision means any ordinance, resolution, contract, franchise, formal action or other matter voted on by the city council or other city board or commission, as well as the discussions or deliberations of the council, board, or commission which can or may lead to a vote or formal action by that body.

(c) Employee means any person who is a full-time or part-time employee of the city.

(d) Immediate family means the spouse, mother, father, grandparent, brother, sister, son or daughter of any city official related by blood, adoption or marriage. The relationship by marriage shall include in-laws.

(e) Incidental interest means an interest in a person, entity or property which is not a substantial interest as defined herein and which has insignificant value.

(f) Remote interest means an interest of a person or entity, including a city official, which would be affected in the same way as the general public. For example, the interest of an official in the property tax rate, general city fees, city utility charges or a comprehensive zoning ordinance or similar matters is deemed remote to the extent that the official would be affected in common with the general public.

(g) Substantial interest means an interest, either directly or through a member of the immediate family, in another person or entity, where:

(1) the interest is ownership of five percent or more of the voting stock, shares or equity of the entity or ownership of \$5,000.00 or more of the equity or market value of the entity; or

(2) the funds received by the person from the other person or entity during the previous 12 months either equal or exceed (a) \$5,000.00 in salary, bonuses, commissions or professional fees, or \$5,000.00 in payment for goods, products or services, or (b) ten percent of the recipient's gross income during that period, whichever is less;

(3) the person serves as a corporate officer or member of the board of directors or other governing board of a for-profit entity other than a corporate entity owned or created by the city council; or

(4) the person is a creditor, debtor, or guarantor of the other person or entity in an amount of \$5,000.00 or more.

Sec. 4 PROHIBITIONS

(a) No city official shall use such position to secure special privileges or exemptions for himself or herself or others, or to secure confidential information for any purpose other than official duties on behalf of the city.

(b) No city official, in any matter before the council or other city body, relating to a person or entity in which the official has a substantial interest, shall fail to disclose for the record such interest prior to any discussion or vote or fail to recuse himself/herself from such discussion or vote as applicable.

(c) No city official shall act as an agent or attorney for another in any matter before the city council or other city body.

(d) No city official shall directly or indirectly receive, or agree to receive, any compensation, gift, reward, or gratuity in any matter or proceeding connected with, or related to, the duties of his office except as may be provided by law.

(e) No city official shall enter into any contract with, or have any interest in, either directly or indirectly, the city except as authorized by state law.

(i) This prohibition shall not be applicable to the professional activities of the city attorney in his or her work as an independent contractor and legal advisor on behalf of the city.

(ii) This prohibition shall not be applicable to an otherwise valid employment contract between the city and a city official who is not elected (such as, by way of example, a city manager, city administrator or chief of police).

(iii) Any official who has a proprietary interest in an agency doing business with the city shall make that interest known in writing to the city council and the city clerk.

(f) All public funds shall be used for the general welfare of the people and not for personal economic gain.

(g) Public property shall be disposed of in accordance with state law.

(h) No city official shall solicit or accept other employment to be performed, or compensation to be received, while still a city official if the employment or compensation could reasonably be expected to impair such official's judgment or performance of city duties.

(i) If a city official accepts or is soliciting a promise of future employment from any person or entity who has a substantial interest in a person, entity or property which would be affected by any decision upon which the official might reasonably be expected to act, investigate, advise, or make a recommendation, the official shall disclose the fact to the city council and shall recuse himself/herself and take no further action on matters regarding the potential future employer.

(j) No city official shall use city facilities, personnel, equipment or supplies for private purposes, except to the extent such are lawfully available to the public.

(k) No city official shall grant or make available to any person any consideration, treatment, advantage or favor beyond that which it is the general practice to grant or make available to the public at large.

(l) A city official shall not directly or indirectly make use of, or permit others to make use of, official information not made available to the general public for the purpose of furthering a private interest.

(m) A city official shall not use his or her position in any way to coerce, or give the appearance of coercing, another person to provide any financial benefit to such official or persons within the official's immediate family, or those with whom the official has business or financial ties amounting to a substantial interest.

(n) A city official shall not order any goods and services for the city without prior official authorization for such an expenditure. No city official shall attempt to obligate the city nor give the impression of obligating the city without proper prior authorization.

(o) No city official shall draw travel funds or per diem from the city for attendance at meetings, seminars, training or other educational events and fail to attend such events without promptly reimbursing the city therefore.

(p) No city official shall attempt to unduly influence the outcome of a case before the Municipal Court of the City of Sky Valley nor shall any city official engage in ex parte communication with a municipal court judge of the City of Sky Valley on any matter pending before the Municipal Court of the City of Sky Valley.

Sec. 5 CONFLICT OF INTEREST

(a) A city official may not participate in a vote or decision on a matter affecting an immediate family member or any person, entity, or property in which the official has a substantial interest.

(b) A city official who serves as a corporate officer or member of the board of directors of a nonprofit entity must disclose their interest in said entity to the mayor and council prior to participating in a vote or decision regarding funding of the entity by or through the city.

(c) Where the interest of a city official in the subject matter of a vote or decision is remote or incidental, the city official may participate in the vote or decision and need not disclose the interest.

Sec. 6 BOARD OF ETHICS

Select Alternative A, B, C or D or draft another suitable alternative. If Alternative D is chosen, subsections (b) through (f) may be omitted. Alternative D can also be used in conjunction with one of the other alternatives to hear complaints against any member of the Board of Ethics or when the Board of Ethics cannot convene because appointed members of the Board of Ethics have conflicts of interest in hearing the matter.

Alternative A

(a) The Board of Ethics of the City shall consist of three (3) residents of the City, one appointed by the mayor, one appointed by the city council, and the third appointed by the mayor and approved by a majority of the city council.

Alternative B

(a) The Board of Ethics shall consist of three (3) residents of the City, one appointed by the mayor, one appointed by the council, and the third appointed by the two named Board members and approved by a majority of the city council. The third member of the Board of Ethics shall be a member in good standing of the State Bar of Georgia.

Alternative C

(a) The Board of Ethics of the City shall be composed of three (3) residents of the City to be appointed as follows: the mayor and councilmembers shall each designate one (1) qualified citizen to provide a pool of ___ number of individuals who have consented to serve as a member of such Board of Ethics and who will be available for a period of two (2) years to be called upon to serve in the event a Board of Ethics is appointed. The City Clerk shall maintain a listing of these qualified citizens. Upon receipt of a properly verified complaint and timely forwarding of that complaint to the city official charged in the complaint, the Mayor and Council, at the next regularly scheduled public meeting or at a specially called public meeting, shall draw names randomly from the listing of qualified citizens until three (3) members of the Board of Ethics have been appointed. Such Board will elect one of its members to serve as chair.

Alternative D

(a) The Municipal Court of the City of Sky Valley shall hear and render decisions on all proper verified complaints filed under this ordinance.

(b) All members of the Board of Ethics shall be residents of the city for at least one (1) year immediately preceding the date of taking office and shall remain a resident while serving on the Board.

(c) All members of the Board of Ethics shall serve a ____-year term.

(d) No person shall serve as a member of the Board of Ethics if the person has, or has had within the preceding one (1) year period, any interest in any contract or contracting opportunity with the city or has been employed by the City.

(e) Members of the Board of Ethics with any permit or rezoning application pending before the city, or any pending or potential litigation against the city or any city official charged in the complaint shall be disqualified from serving on the Board of Ethics for that complaint. An alternate member of the Board of Ethics shall be selected in the same manner as the disqualified individual.

(f) The members of the Board of Ethics shall serve without compensation. The city council shall provide meeting space for the Board of Ethics and, subject to budgetary procedures and requirements of the City, such supplies and equipment as may be reasonably necessary for the Board to perform its duties and responsibilities.

(g) No person shall serve on the Board of Ethics who has been convicted of a felony involving moral turpitude in this state or any other state, unless such person's civil rights have been restored and at least ten years have elapsed from the date of the completion of the sentence without a subsequent conviction of another felony involving moral turpitude.

(h) No person shall serve on the Board of Ethics who is less than 21 years of age, who holds a public elective office, who is physically or mentally unable to discharge the duties of a member of the Board of Ethics, or who is not qualified to be a registered voter in the City of Sky Valley.

(i) Upon appointment, members of the Board of Ethics shall sign an affidavit attesting to their qualification to serve as a member of the Board of Ethics.

(j) Members of the Board of Ethics may be removed by majority vote of the city governing authority.

OR

(j) Members of the Board of Ethics may be removed by majority vote of the city governing authority for cause including, but not limited to, failure to maintain any requirement for qualification to serve on the Board of Ethics.

Sec. 7 RECEIPT OF COMPLAINTS

Select Alternative A, B, C or D or draft another suitable alternative. If Alternative D is chosen, conform the language in the following sections by substituting "municipal court" for "board."

Alternatives A & B

(a) All complaints against city officials shall be filed with the Board of Ethics, who may require that oral complaints, and complaints illegibly or informally drawn, be reduced to a memorandum of complaint in such form as may be prescribed by the city council or the Board of Ethics. Upon receipt of a complaint in proper form, the chair of the Board of Ethics shall forward a copy of the complaint to the city official or officials charged in the complaint within no more than seven (7) calendar days.

Alternative C

(a) All complaints against city officials shall be filed with the city clerk, who will give it to the Mayor and Council. The Mayor and Council may require that oral complaints, and complaints illegibly or informally drawn, be reduced to a memorandum of complaint in such form as may be prescribed by the city council. Upon receipt of a complaint in proper form, the city clerk or the clerk's designee shall forward a copy of the complaint to the city official or officials charged in the complaint within no more than seven (7) calendar days.

Alternative D

(a) All complaints against city officials shall be filed with the clerk of the Municipal Court of the City of _____. Upon receipt of a complaint in proper form, the municipal court clerk shall forward a copy of the complaint to the city official or officials charged in the complaint within no more than seven (7) calendar days.

(b) All complaints shall be submitted and signed under oath, shall be legibly drawn and shall clearly address matters within the scope of this ordinance.

(c) Upon receipt of a complaint in proper form, the Board shall review it to determine whether the complaint is unjustified, frivolous, patently unfounded or fails to state facts sufficient to invoke the disciplinary jurisdiction of the City Council. The Board of Ethics is empowered to dismiss in writing complaints that it determines are unjustified, frivolous, patently unfounded or fail to state facts sufficient to invoke the disciplinary jurisdiction of the City Council; provided, however, that a rejection of such complaint by the Board of Ethics shall not deprive the complaining party of any action such party might otherwise have at law or in equity against the city official. For complaints that are not dismissed, the Board of Ethics is empowered to collect evidence and information concerning any complaint and add the findings and results of its investigations to the file containing such complaint.

(d) Upon completion of its investigation of a complaint, the Board of Ethics is empowered to dismiss in writing those complaints which it determines are unjustified, frivolous, patently unfounded or which fail to state facts sufficient to invoke the disciplinary jurisdiction of the City Council; provided, however, that a rejection of such complaint by the Board of Ethics shall not deprive the complaining party of any action such party might otherwise have at law or in equity against the city official.

(e) The Board of Ethics is empowered to conduct investigations, to take evidence, and to hold hearings to address the subject matter of a complaint.

(f) The Board of Ethics is empowered to adopt forms for formal complaints, notices, and any other necessary or desirable documents within its jurisdiction where the city council has not prescribed such forms.

(g) Findings of the Board of Ethics shall be submitted to the City Council for action. Some elected officials raised concerns about potential misuse of the ethics complaint process for political purposes. The governing authority may elect to remain silent on this issue and allow local ethics complaints to be filed and processed at any time or the governing authority may consider Alternative A or B below or draft another suitable alternative.

Alternative A

(h) To discourage the filing of ethics complaints solely for political purposes, complaints will not be accepted against a person seeking election as a city official, whether currently serving as a city official or not, from the date qualifying opens for the elected office at issue through the date the election results for that office are certified. The time for filing complaints will not run during this period. Properly filed complaints will be accepted and processed after the election results have been certified.

Alternative B

(h) To discourage the filing of ethics complaints solely for political purposes, ethics complaints against a person seeking election as a city official, whether currently serving as a city official or not, which are filed between the date of qualifying for municipal office and the date of certification of the election results will be held and will not be processed until the election results for that office have been certified.

Sec. 8 SERVICE OF COMPLAINT

The city clerk or Board of Ethics as appointed herein set forth shall cause the complaint to be served on the city official charged as soon as practicable but in no event later than seven (7) calendar days after receipt of a proper, verified complaint. Service may be by personal service, by certified mail, return receipt requested or by statutory overnight delivery. A hearing shall be held within sixty (60) calendar days after filing of the complaint. The Board of Ethics shall conduct hearings in accordance with the procedures and regulations it establishes but, in all circumstances, at least one hearing shall include the taking of testimony and the cross-examination of available witnesses. The decision of the Board of Ethics shall be rendered to Mayor and Council within seven (7) calendar days after completion of the final hearing. At any hearing held by the Board of Ethics, the city official who is the subject of inquiry shall have the right to written notice of the hearing and the allegations at least seven (7) calendar days before the first hearing, to be represented by counsel, to hear and examine the evidence and witnesses and, to oppose or try to mitigate the allegations. The city official subject to the inquiry shall have also have the right but not the obligation of submitting evidence and calling witnesses. Failure to comply with any of time deadlines in this section of the ordinance shall not invalidate any otherwise valid complaint or in any way affect the power or jurisdiction of the Board of Ethics or the city council to act upon any complaint.

Sec. 9 RIGHT TO APPEAL

(a) Any city official or complainant adversely affected by the findings or recommendations of the Board of Ethics may obtain judicial review of such decision as provided in this Section.

(b) An action for judicial review may be commenced by filing an application for a writ of certiorari in the Superior Court of X County within thirty (30) days after the decision of the Board of Ethics. The filing of such application shall act as supersedeas.

Sec. 10 PENALTY

Any person violating any provision of this article is subject to:

(a) Public reprimand or censure by the city council; or

(b) Request for resignation by the city council.”

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.

III. THIS ORDINANCE WILL BECOME EFFECTIVE UPON ADOPTION BY THE CITY COUNCIL AND APPROVED BY THE MAYOR AS PROVIDED BY THE CHARTER OF THE CITY OF SKY VALLEY.

The adoption date of this ordinance is _____ and the effective date of this ordinance shall be _____.

ORDAINED this ____ day of _____, _____.

City of Sky Valley

From: Linda Lapeyrouse [svcitymanager@windstream.net]
Sent: Monday, February 05, 2018 12:19 PM
To: 'Robert/Mary MacNair'; 'Allen Piontkowski'; 'Chip Durpo'; Constance Larsen; Neil Howard; paul@paulwheeler.net
Cc: 'City of Sky Valley'
Subject: Water tank inspections
Attachments: 2225_001.pdf

Attached are proposals for water tank inspections as required by EPD. One proposal includes sediment removal. The other two do not offer this. It also included a two year price. The others are one time only.

This will be another item for the February workshop and meeting.

Linda Lapeyrouse

City Manager
City of Sky Valley
3444 Highway 246
Sky Valley, GA 30537
(706) 746-2204

www.skyvalleyga.com

www.facebook.com/skyvalleyga



Proposal From
UTILITY SERVICE CO., INC.

1230 Peachtree St NE · Suite 1100 - Promenade · Atlanta, GA 30309
Toll-free: 855-526-4413 | Fax: 478-987-2991
utilityservice.com

Date: 1-31-2018

Submitted by: **Lee Smallwood**

Local Phone: **864-415-2388**

SFID:

CN:

SO:

Proposal Submitted To: City of Sky Valley			Phone Number: 706-746-2204	Fax Number:
Street Address: 3444 Highway 246			Description of Work to be Performed: Visual Condition Assessments	
City: Sky Valley	State: GA	Zip Code: 30537	Tank Name: 6 Total Ground Storage Tanks	
Accounts Payable Contact Name: Linda Lapeyrouse	Email: svcitymanager@windstream.net		Job Site Address: Water Area of Sky Valley, GA	
Job Contact (Inspection Reports): Linda Lapeyrouse	Email: svcitymanager@windstream.net		County / Parish: Rabun	Tank Size: 6 Each
			Tank Style: Ground Storage	

Utility Service Co., Inc. agrees to provide all labor, equipment, and materials needed to complete the following:

1. A date shall be coordinated by both parties to conduct this visual inspection.
2. The tank exterior and interior will be inspected to assess the Sanitary, Safety, Structural, Security, and Coatings conditions
3. Exterior and interior paint samples will be taken and the samples will be analyzed at a certified laboratory to determine the total lead and chromium content of the existing coatings.
4. A comprehensive written report with color digital photographs of the tank and the tank site will be submitted detailing the condition of the tank.
5. A representative of Utility Service Co., Inc will schedule a date with the Owner to present the report and findings.

Please sign and date this proposal and fax one copy to our office.

Three Thousand and-----00/100 Dollars \$3,000.00

Payment to be made as follows:

Payment Due in Full Upon Completion of Work – plus all applicable taxes

Remittance Address: Utility Service Co., Inc., P O Box 674233, Dallas, TX 75267-4233

All material is guaranteed to be as specified All work to be completed in a substantial workmanlike manner according to specifications submitted, per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control Owner to carry fire, tornado and other necessary insurance Our workers are fully covered by Workmen's Compensation Insurance.

Authorized
USCI Signature

Lee Smallwood

Note: This proposal may be withdrawn by us if not accepted within Sixty (60) days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified Payment will be made as outlined above

Fiscal Yr Beginning Month _____

Signature _____

Date of Acceptance _____

Printed Name _____



Southeastern Tank, Inc.
 60 Vesta Road
 Lebanon, TN 37090

Quote

DATE	12/18/2017
QUOTE #	

Client
Sky Valley GA
Linda Lapeyrouse

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
	ROV Tank Inspection for 6 tanks for the City of Sky Valley		\$4,800.00
	Reports will be typed and bound with photos and DVD video of the interior.		
	Anticipate it taking 3 days to complete.		
			\$ -
QUOTED BY:	Chris Dowdy 615-466-9007	SubTotal	
<i>Freight is estimated. Actual freight costs will be billed.</i>		Freight	\$ -
		Tax Rate	\$ -
		Total	\$ 4,800.00



Fax – (406) 651-0120

**Proposal Number
51879**

Please reference the
Proposal Number above on
all Purchase Orders issued

Scope of Work – Potable Water Reservoir Maintenance Contract

This Potable Water System Proposal is made this date, by and between **City of Sky Valley** of the state of **Georgia**, (hereinafter "Client") and **Liquid Engineering Corporation, of Billings, MT**, (hereinafter "LEC"). LEC will provide all labor, specialty equipment and insurance to professionally evaluate your facilities.

In-Service Inspection

Interior and exterior inspections will review structural, sanitary, safety, security and any installed coating conditions. Reporting will be provided based on water tank inspection criteria, referencing applicable OSHA, EPA, AWWA, TCEQ and NFPA requirements. Minimum items examined will include ladders, shell, roof, vent, manways, welds, seams, foundation, anchors, safety systems, hatches, external overflow and plumbing.

Underwater interior video documentation will be completed with real-time closed circuit high-resolution color underwater video equipment. All pertinent findings will be recorded on DVD format (including dive maintenance technician's findings and narrative summary).

Services will include detailed interior video documentation of the potable water tank(s) / clearwell(s) as described on page two (2).

Underwater Operations – All Dive Maintenance Technicians and associated in-tank equipment are fully disinfected in accordance with AWWA Standard C652-02. All system entries will be conducted in accordance with applicable OSHA regulations pertaining to Diving and Confined Space; including 1910.401 thru 1910.441. Specialty equipment may include but is not limited to; appropriate OSHA climbing and personal fall protection, AWWA and ADC approved commercial diving equipment dedicated to in-service potable water operations.

In-Service Cleaning

In-service removal of accumulated bottom sediment is accomplished using LEC's proprietary HydroDyne™ cleaning equipment. Normal cleaning prices provided include removal of sediment accumulations up to the first two inches (2") in depth or cubic yards given on reservoir information breakout.¹ Material that cannot be vacuumed with LEC's HydroDyne™ (e.g., concrete, gravel, misc. materials or compact sediment requiring the use of a hand nozzle), is considered debris. Cleaning includes up to one hour of debris removal per tank at no additional charge.²

For normal cleaning operations client shall make available an approved discharge location (sewer, cofferdam, etc.) within 300' of the reservoir access hatch. (Site-specific discharge recommendations can be provided by LEC upon request).

Deliverable – Prioritization Schedule

The deliverable provided on site will consist of LEC's checklists, summary recommendations and Immediate Needs Assessment™, which documents discrepancies that require urgent action, and is supplemented by the interior DVD documentation.



**Proposal Number
51879**

Please reference the
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all Purchase Orders issued

Assumptions - Based upon information obtained via the systems interview conducted for your facility, the following assumptions were made. Should conditions vary from those stated, additional charges could apply.

- Prior to arrival, and during underwater operations, water level in tanks/clearwells to remain full.³
- Client's Point-of-Contact will be available for access, as well as authorization of any additional requested work.
- Facilities are accessible with LEC's standard truck/trailer combo (overall length – Crew Cab = 23' / Trailer = 22').⁴
- Access into tanks/clearwells are sufficient for man entry (i.e. 24" dia), with no obstructions in the hatchway.
- Exterior inspections will be performed from the ground, installed ladders, and exterior roof while utilizing installed ANSI & OSHA-certified personal fall protection equipment, without additional scaffolding or rigging.
- There are no special discharge requirements (i.e. long distances / permits).

Miscellaneous

All services provided by LEC will be completed in a professional workmanlike manner according to the Terms and Conditions of this Proposal. Any alteration or deviation from the Terms and Conditions of this Proposal, or additional services, involving additional costs, will be completed only upon written authorization by Client or Client's Authorized Representative.

This Proposal is contingent upon weather, delays or other matters beyond LEC's control. Client will carry fire, tornado, and other necessary insurance. LEC will provide all other required insurance coverage, including, but not limited to, General Liability, Employer Liability and Workmen's Compensation Insurance during all operations (certificate of insurance available upon request).

Term of Contract

LEC agrees to provide the scheduled potable water tank or clearwell maintenance services described above on a revolving basis as stated below, starting in 2018 until the expiration of this Contract, in 2021.

This Contract will provide for two (2) scheduled maintenance dispatches to be completed in calendar years 2018 and 2021. [Scheduling will be coordinated each maintenance year to provide a mutually acceptable timeframe.]

Tank Group 1 Information

<u>Tank</u>	<u>Capacity</u>	<u>Dimensions</u>	<u>Type</u>	<u>Cubic Yards Included</u>
105 Tank	105,000	24' high x 27' dia	Steel welded – o/g	3 (2 inches)
Alex Mtn. / Mid-Level	108,000	29' high x 25' dia	Steel bolted – o/g	3 (2 inches)
Beegum	68,000	24' high x 22' dia	Aquastore – o/g	2 (2 inches)
Low-Level	65,000	29' high x 19.5' dia	Steel bolted – o/g	2 (2 inches)
Wild Bird	60,000	28' high x 20' dia	Aquastore – o/g	2 (2 inches)
Winding Ridge	108,000	29' high x 25' dia	Steel bolted – o/g	3 (2 inches)



Proposal Number
51879
Please reference the
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all Purchase Orders issued

Maintenance Dispatch Year	Tank / Group	Unit Cost
2018 / 2021	1	\$ 5,415.00 / Year
Total Cost – Maintenance Contract		\$ 10,830.00

Maintenance dispatch years may be changed to mutually agreed years. Contract may be canceled after completion of first maintenance dispatch year.

Pricing above does not include Local, State or Franchise Taxes - if any.

(Prior written approval will be obtained from Client's Authorized Representative for any additional charges outside the Scope described herein).

1. Bottom sediment in excess of two inches or cubic yards stated above will be removed at \$42.00 per cubic yard.
2. Debris removal in excess of one hour per tank will be charged at a rate of \$425.00 per hour
3. Unscheduled delays, which are a direct result of the utility's obligations (i.e. access and water level), may incur standby charges.
4. Access requiring portable set-up (i.e. truck only), will incur an additional setup/tear-down charge.

This Proposal, when executed by both parties, shall constitute a binding agreement between the parties. The persons signing on behalf of Client and LEC hereby represent and certify that they are fully empowered to bind the respective parties to this Contract. Client acknowledges that payment is due and payable **Net 30 upon completion of on site work**. Progress billing will be applied on any contract whose duration is longer than ten (10) days. A finance charge on past-due accounts is computed at a periodic rate of 1.5% per month, which is an annual percentage rate of 18%.

In the event Liquid Engineering Corporation is required to bring suit to enforce its rights under this Agreement, to collect any and all payments due and owing under this Agreement, or to otherwise determine, protect or enforce its rights and remedies under the Agreement or at law or equity, Liquid Engineering Corporation will be entitled to recover from the client its reasonable attorney's fees, expert fees, costs and expenses incurred in connection therewith.

City of Sky Valley
3444 Highway 246
Dillard, GA 30537

LIQUID ENGINEERING CORPORATION
P.O. Box 80230
Billings, MT 59108
(800) 438-2187 Voice / (406) 651-0120 Fax

Accepted & Agreed per Costing Breakdown
Attached hereto and by Reference Included herein

By: _____

By:  - **Fred Muller**

Title: _____

Title: **Vice President - Operations**

Date: _____

Date: **December 5, 2017**

Note: This proposal may be withdrawn if not accepted within 90 days from the above LEC signature date



Fax -- (406) 651-0120

**Proposal Number
51879**

Please reference the
Proposal Number above on
all Purchase Orders issued

Scope of Work – Potable Water Reservoir Maintenance Contract

This Potable Water System Proposal is made this date, by and between **City of Sky Valley** of the state of **Georgia**, (hereinafter "Client") and **Liquid Engineering Corporation, of Billings, MT**, (hereinafter "LEC"). LEC will provide all labor, specialty equipment and insurance to professionally evaluate your facilities.

In-Service Inspection

Interior and exterior inspections will review structural, sanitary, safety, security and any installed coating conditions. Reporting will be provided based on water tank inspection criteria, referencing applicable OSHA, EPA, AWWA, TCEQ and NFPA requirements. Minimum items examined will include ladders, shell, roof, vent, manways, welds, seams, foundation, anchors, safety systems, hatches, external overflow and plumbing.

Underwater interior video documentation will be completed with real-time closed circuit high-resolution color underwater video equipment. All pertinent findings will be recorded on DVD format (including dive maintenance technician's findings and narrative summary).

Services will include detailed interior video documentation of the potable water tank(s) / clearwell(s) as described on page two (2).

Underwater Operations – All Dive Maintenance Technicians and associated in-tank equipment are fully disinfected in accordance with AWWA Standard C652-02. All system entries will be conducted in accordance with applicable OSHA regulations pertaining to Diving and Confined Space; including 1910.401 thru 1910.441. Specialty equipment may include but is not limited to; appropriate OSHA climbing and personal fall protection, AWWA and ADC approved commercial diving equipment dedicated to in-service potable water operations.

In-Service Cleaning

In-service removal of accumulated bottom sediment is accomplished using LEC's proprietary HydroDyne™ cleaning equipment. Normal cleaning prices provided include removal of sediment accumulations up to the first two inches (2") in depth or cubic yards given on reservoir information breakout.¹ Material that cannot be vacuumed with LEC's HydroDyne™ (e.g., concrete, gravel, misc. materials or compact sediment requiring the use of a hand nozzle), is considered debris. Cleaning includes up to one hour of debris removal per tank at no additional charge.²

For normal cleaning operations client shall make available an approved discharge location (sewer, cofferdam, etc.) within 300' of the reservoir access hatch. (Site-specific discharge recommendations can be provided by LEC upon request).

Deliverable – Prioritization Schedule

The deliverable provided on site will consist of LEC's checklists, summary recommendations and Immediate Needs Assessment™, which documents discrepancies that require urgent action, and is supplemented by the interior DVD documentation.



Proposal Number
51879

Please reference the
Proposal Number above on
all Purchase Orders issued

Assumptions - Based upon information obtained via the systems interview conducted for your facility, the following assumptions were made. Should conditions vary from those stated, additional charges could apply.

- Prior to arrival, and during underwater operations, water level in tanks/clearwells to remain full.³
- Client's Point-of-Contact will be available for access, as well as authorization of any additional requested work.
- Facilities are accessible with LEC's standard truck/trailer combo (overall length – Crew Cab = 23' / Trailer = 22').⁴
- Access into tanks/clearwells are sufficient for man entry (i.e. 24" dia), with no obstructions in the hatchway.
- Exterior inspections will be performed from the ground, installed ladders, and exterior roof while utilizing installed ANSI & OSHA-certified personal fall protection equipment, without additional scaffolding or rigging.
- There are no special discharge requirements (i.e. long distances / permits).

Miscellaneous

All services provided by LEC will be completed in a professional workmanlike manner according to the Terms and Conditions of this Proposal. Any alteration or deviation from the Terms and Conditions of this Proposal, or additional services, involving additional costs, will be completed only upon written authorization by Client or Client's Authorized Representative.

This Proposal is contingent upon weather, delays or other matters beyond LEC's control. Client will carry fire, tornado, and other necessary insurance. LEC will provide all other required insurance coverage, including, but not limited to, General Liability, Employer Liability and Workmen's Compensation Insurance during all operations (certificate of insurance available upon request).

Term of Contract

LEC agrees to provide the scheduled potable water tank or clearwell maintenance services described above on a revolving basis as stated below, starting in 2018 until the expiration of this Contract, in 2021.

This Contract will provide for two (2) scheduled maintenance dispatches to be completed in calendar years 2018 and 2021. [Scheduling will be coordinated each maintenance year to provide a mutually acceptable timeframe.]

Tank Group 1 Information

<u>Tank</u>	<u>Capacity</u>	<u>Dimensions</u>	<u>Type</u>	<u>Cubic Yards Included</u>
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Low-Level	65,000	29' high x 19.5' dia	Steel bolted – o/g	2 (2 inches)
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<p>Proposal Number 51879</p> <p>Please reference the Proposal Number above on all Purchase Orders issued</p>

Maintenance Dispatch Year	Tank / Group	Unit Cost
2018 / 2021	1	\$ 5,415.00 / Year
Total Cost – Maintenance Contract		\$ 10,830.00

Maintenance dispatch years may be changed to mutually agreed years. Contract may be canceled after completion of first maintenance dispatch year.

Pricing above does not include Local, State or Franchise Taxes - if any.

(Prior written approval will be obtained from Client's Authorized Representative for any additional charges outside the Scope described herein).

1. Bottom sediment in excess of two inches or cubic yards stated above will be removed at \$42.00 per cubic yard.
2. Debris removal in excess of one hour per tank will be charged at a rate of \$425.00 per hour
3. Unscheduled delays, which are a direct result of the utility's obligations (i.e. access and water level), may incur standby charges.
4. Access requiring portable set-up (i.e. truck only), will incur an additional setup/tear-down charge.

This Proposal, when executed by both parties, shall constitute a binding agreement between the parties. The persons signing on behalf of Client and LEC hereby represent and certify that they are fully empowered to bind the respective parties to this Contract. Client acknowledges that payment is due and payable **Net 30 upon completion of on site work**. Progress billing will be applied on any contract whose duration is longer than ten (10) days. A finance charge on past-due accounts is computed at a periodic rate of 1.5% per month, which is an annual percentage rate of 18%

In the event Liquid Engineering Corporation is required to bring suit to enforce its rights under this Agreement, to collect any and all payments due and owing under this Agreement, or to otherwise determine, protect or enforce its rights and remedies under the Agreement or at law or equity, Liquid Engineering Corporation will be entitled to recover from the client its reasonable attorney's fees, expert fees, costs and expenses incurred in connection therewith

City of Sky Valley
3444 Highway 246
Dillard, GA 30537

LIQUID ENGINEERING CORPORATION
P.O. Box 80230
Billings, MT 59108
(800) 438-2187 Voice / (406) 651-0120 Fax

Accepted & Agreed per Costing Breakdown
Attached hereto and by Reference Included herein

By: _____

By:  - Fred Muller

Title: _____

Title: **Vice President - Operations**

Date: _____

Date: **December 5, 2017**

Note: This proposal may be withdrawn if not accepted within 90 days from the above LEC signature date

is 47-percent, housing and development is 2.4-percent, economic development is 3.1-percent, and contingency is 1.5-percent. He said that he believes this puts the budget into a different perspective and helps people see it better.

Councilor Howard read a statement prepared by Councilor Whatley.

“Sometime in the coming months, I will enjoy the view from the overlook for the last time. I was taught it was a man’s duty to leave his community not less than, but more than he receive it. I hope I have achieved in some small way this goal. I agree with each of the individual efforts now underway in Sky Valley. However I need more information on the police, garbage, and the amount of support dollars and how it will be used for marketing. The Mayor suggested that we approve the current budget and amend as needed. I cannot go along with blatant attempts to get around the budget process required by budget law. I will therefore have to vote “no” on the millage increase included in the current proposed budget.” Signed David Whatley, November 20, 2014

There being no further discussion, Mayor Goodgame called for the vote. The motion passed 4:1 with Councilors Carr, Greene, Howard, and Larsen voting aye and Councilor Whatley voting nay.

Mayor Goodgame said that he wants to make known that we do not go into this millage rate increase believing it will need to be raised again next year, and that it may go back down. He presented the history of millage rate increases and decreases over the years. He said that if our marketing efforts are successful, property values will increase, and that will help keep the millage rate low.

Councilor Howard said that the proposed budget includes staffing of the police department as it is now, with a Chief as a supervisor and four patrol officers. He said that we need a police supervisor just the same as we have a city manager.

- **Two-Way Traffic on Saddleback Circle**

Mayor Goodgame said that Saddleback is currently a one-way street. He said it is just as wide as other streets that have two-way traffic, and the Fire Chief has no objections to making it a two-way traffic street. The Fire Chief suggested turning a wider section of the street into a pull-off if possible. He asked for input on making it two-way traffic. Councilor Howard said he is in favor of it being two-way. Citizen BobMacNair, who lives on Saddleback, said that in the summertime there is no problem, but in the wintertime it will be dangerous if people try to go out the steeper route. City Manager Lapeyrouse said that we can monitor that street, like we do others, in inclement weather situations, and mark it as one-way if needed. Councilor Howard made a motion to make Saddleback Circle a two-way street, 2nd Council President Larsen. Councilor Carr said that we may need a little more planning before we make that decision citing the police having to travel it no matter what the weather is. Chief Dills said that generally, if we have impassible roads, we make the decision to close roads or detouring traffic. The motion passed 4 – 1 with Councilor Greene, Howard, Larsen, and Whatley voting aye and Councilor Carr voting nay.

- **Discussion of Tree Ordinance – Clear Cutting**

Mayor Goodgame explained that there have been a couple of occurrences within the last year where people have clear-cut their lots. Our Tree Ordinance defines trees as tree that is larger than eight inches in diameter at 18 inches above the ground, and states that you cannot cut more than

Ordinance No. 13-03

AN ORDINANCE TO REPEAL ORDINANCE 11-01 AND TO REPLACE IT WITH AN ORDINANCE TO ESTABLISH RULES OF PROCEDURE, PUBLIC ACCESS, AND ORDER OF BUSINESS FOR ALL MEETINGS

WHEREAS, Section 2.22 of the Charter of the City of Sky Valley provides for the adoption of rules of procedure and order of business; and,

WHEREAS, well-organized meetings allow a City Council to reach decisions in a fair and consistent manner; and,

WHEREAS, efficiency is served when the process of planning for and conducting public meetings is clearly stated and understood by public officials and citizens; and,

WHEREAS, public participation and access to the governmental decision-making process is a key element of our democratic system; and,

NOW, THEREFORE, The City of Sky Valley hereby ordains that all meetings of the City Council of the City of Sky Valley shall be conducted in accordance with the provisions of these rules of procedure and organization ordinance.

Section 1. Open Meetings. Notwithstanding any provisions to the contrary, the requirements set forth in this ordinance are in addition to the provisions of § 50-14-1 et seq. of the Official Code of Georgia Annotated and all meetings of the City Council shall be held in accordance with the requirements of the Open Meetings Act as it existed or as amended.

Section 2. Executive Sessions. Executive sessions of the Mayor and City Council may be held as provided by law.

(a) Non-Exempt Topics. If a Councilor attempts to discuss a non-exempt topic during an executive session, the presiding officer shall immediately rule that Councilor out of order and such discussion shall cease. If the Councilor persists in discussing the non-exempt topic, the chairperson shall adjourn the meeting immediately.

(b) Procedure For Entering Into Executive Sessions. No executive session shall be held except pursuant to a majority affirmative vote of the City Council taken in a public meeting. The minutes of the public meeting shall reflect the names of the Councilors present, those voting for the executive session, and the specific

Robert's Rules of Order Revised.

Section 10. Suspending the Rules of Order. Rules of order may be suspended in the case of an emergency. A motion to suspend the rules requires a second, is debatable, and requires a two-thirds vote of the Council. Rules governing quorums (Section 4), voting methods and requirements (Section 17 and Section 18), the notification to Councilors of meetings (Section 12(a) and (b)) and rules necessary for compliance with state law may not be suspended; provided, however, that, in the event that a state of emergency is declared by the Governor or other authorized state official, the Council may waive time-consuming procedures and formalities imposed by state law.

Section 11. Regular Meetings. Regular meetings of the City Council shall be set at the first meeting of each year. All regular meetings shall be held at City Hall or a location otherwise designated by the City Council. A notice containing the foregoing information shall be posted and maintained in a conspicuous place available to the general public at City Hall.

Section 12. Meetings Other Than Regular Meetings. The Council may meet at times and locations other than those regularly scheduled meetings.

(a) Special Meetings and Rescheduled Regular Meetings. A regular meeting may be canceled, rescheduled or moved to a new location within the city by the Mayor for any reason. Other special meetings may be scheduled by the Mayor or at the request of at least three Councilors. Whenever a rescheduled regular meeting or any other special meeting is to be held at a time or place other than the regularly scheduled time or place, written notice of the change shall be posted for at least 24 hours at City Hall. In addition, written or oral notice shall be given by the Clerk at least 24 hours in advance of the meeting to either the legal organ of the city or a newspaper having general circulation at least equal to that of the legal organ, as well as to each member of the city governing authority.

(b) Meetings With Less Than 24 Hours Notice. When emergency circumstances occur, the Council may hold a meeting with less than 24 hours notice to the public. When such meetings are to be held, the Clerk shall provide notice to the legal organ of the city or a newspaper with a general circulation at least equal to that of the legal organ and to each member of the city governing authority as soon as possible. The notice shall include the subjects expected to be considered at the meeting. In addition, the minutes shall reflect the reason for the emergency meeting and the nature of the notice given to the media.

(c) Meetings During a State of Emergency. When it is imprudent, inexpedient or impossible to hold Council meetings at the regular meeting place due to emergency or disaster resulting from manmade or natural causes, as declared by the Governor or other authorized state official, the Council may meet anywhere within or outside of the city. Such a meeting may be called by the Mayor or by any three Councilors. At the meeting, the Councilors shall establish and designate emergency temporary meeting locations where public business may be transacted during the emergency. Any action taken in such meetings shall have the same effect as if performed at the regular meeting site.

comments made by a Councilor shall address the motion that is being discussed. The Mayor shall enforce these rules of decorum. If a Councilor believes that a rule has been broken, he or she may raise a point of order. A second is not required. The Mayor may rule on the question or may allow the Council to debate the issue and decide by majority vote.

Section 16. Voting. Passage of a motion shall require the affirmative vote of a majority of Councilors present and voting at a meeting at which a quorum is present. Unless otherwise specified in these procedures, a majority shall exclude abstentions. When a two-thirds majority is specified, a majority vote shall mean at least two-thirds of the Councilors present excluding abstentions.

Section 17. Silence is Consent. Those Council members who do not vote agree to go along with the decision of the majority by their silence.

Section 18. Abstentions. A Councilor shall vote on all motions unless he or she has a conflict of interest preventing him or her from making a decision in a fair and legal manner. If a conflict of interest does exist, the Councilor shall explain for the record his or her decision to abstain on any vote.

Section 19. Public Participation. Public participation in meetings of the City Council shall be permitted in accordance with the provisions of this section.

(a) Public Comments. All members of the public wishing to address the Council during the period of the meeting designated as "Public Forum and General Comments," or at such other time as a majority of the Council shall allow, or at public hearings on local laws, zoning law and the city budget, or any other time required by state law or City Charter. Speaker must stand, if possible. Speakers are requested to give their name, address and organization, if any. Speakers must be recognized by the presiding officer. Speakers are requested to limit their remarks to five minutes and will be advised by the City Clerk when five minutes have expired. Speakers are requested to conclude their remarks at that time. The "Public Forum/General Comments" period is intended to afford citizens an opportunity to express opinions and to bring important matters to the attention of the Common Council. Although they may, nothing herein shall require the Mayor or the Council to answer questions or engage in debate at any Council meeting. All remarks shall be addressed to the Council as a body and not to any member thereof. Speakers shall observe the commonly accepted rules of courtesy, decorum, dignity and good taste. Interested parties or their representatives may address the Council by written communications. Written communications shall be delivered to the City Clerk to be distributed to the Mayor and Council.

(b) Public Participation on Agenda Items. The presiding officer shall allow public comment on an agenda item at the time the item is being considered by the Council. These comments shall be limited to the subject that is being debated. Members of the public may speak for five minutes and may speak only once. These limits may be waived by a majority vote of the Council. Anyone wishing to speak at any Council meeting must be recognized by the Mayor before addressing the Council.

Section 22. Committees. The Mayor, with the concurrence of the Council, may create committees of members of the Council to study any issue before the Council. Any such committees may make recommendations to the City Council but no committee shall be empowered to make any final decision on any matter before it for consideration. In addition to Council members, committees may include other city officials, staff or citizens at large. Whenever a committee is created, its duties, any limitation on the scope of its duties, and the times, places, and periods of time for which the committee may operate shall be determined by the Mayor with the concurrence of the Council. The Mayor shall serve as an ex officio member of all committees. Committee meetings shall be open to the public and shall comply with the requirements of this meeting organization ordinance and state law.

Section 23. All ordinances or portion of ordinances in conflict with the provisions hereof are hereby repealed.

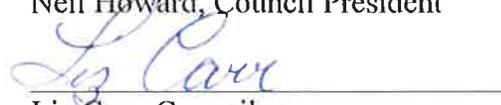
Section 24. This ordinance will become effective upon adoption by City Council and approval by the Mayor as provided by the Charter of the City of Sky Valley.

It is so ordained and approved by vote of the City Council of the City of Sky Valley this 21st day of October, 2013.

Approved:

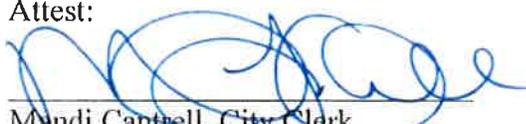

James S. Martindale, Mayor

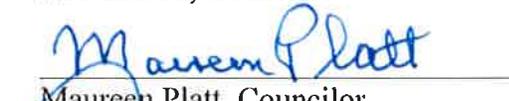

Neil Howard, Council President

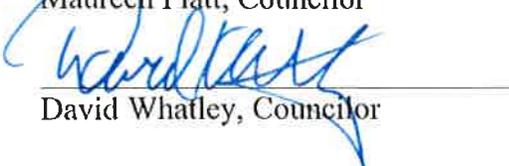

Liz Carr, Councilor


Bob Larsen, Councilor

Attest:


Mandi Cantrell, City Clerk


Maureen Platt, Councilor


David Whatley, Councilor

Read and introduced on the 21st day of October, 2013.

Adopted on the 21st day of October, 2013.

Linda Lapeyrouse

From: Jeremy Mims <jeremymims@sophicity.com>
Sent: Tuesday, January 16, 2018 10:37 AM
To: svcitymanager@windstream.net
Subject: GMA's IT in a Box

25% off w/
Safety Grant

Linda,

Thank you for taking the time with me on the phone call this morning to unpack the IT Needs you currently have. In short, GMA's IT in a Box will address the **Email, Open Record Requests, and Website** needs you have, along with providing a lot more for the city of Sky Valley that will modernize, stabilize, and provide technology & support continuity.

GMA's IT in a Box will get you modern with a new city website including a custom design and ongoing content management (yes, we'll make the updates for you), data backup and unlimited offsite data backup storage for disaster recovery, document/records management to protect city records, email, 24x7 support by a team of engineers adding responsiveness & continuity, cyber protection, and more. The servers, software, licenses, and labor to deliver the features of IT in a Box are included under the fixed cost fee. And, as technology changes, the upgrades are included too.

After you have reviewed the quote below, please let me know if you have any questions before your council meeting in February.

Thank you!

Quote/Option:

- [IT in a Box](#)

Jeremy Mims | Account Executive | Sophicity: We put the IT in city®
T. 770.670.6940 x130 | M. 770.778.0440 | F. 877.437.5758 | JeremyMims@sophicity.com
Twitter: @Sophicity | Facebook: Become a fan
Vision: Changing lives with each new city we serve

QUOTE - IT in a Box

Prepared For

Linda Lapeyrouse
Sky Valley, GA

Created By

Dave Mims
Sophicity
770.670.6940
sales@sophicity.com
<http://www.sophicity.com>

Background



Overview

Through Sophicity, the Georgia Municipal Association's (GMA) longtime IT consulting partner based here in Georgia, GMA now offers a service, **IT in a Box**, which provides cities with state-of-the-art information technology tools supported by experienced, highly skilled IT professionals. For one monthly fee, a city will receive a **website, data backup and offsite data backup storage for disaster recovery, email, document management, Microsoft Office** for desktops, **24x7 helpdesk support, policy & compliance, video archiving, vendor management, and server, desktop, & mobile management.**

Georgia Municipal Association

Created in 1933, GMA is the only state organization that represents municipal governments in Georgia. Based in Atlanta, GMA is a voluntary, non-profit organization that provides legislative advocacy, educational, employee benefit and technical consulting services to its members.

GMA's membership currently totals 512 municipal governments, accounting for more than 99% of the state's municipal population. A 63-member Board of Directors, composed of city officials, governs GMA. Program implementation is charged to the Executive Director and staff of over 80 full-time employees.

www.gmanet.com/IT.aspx

Alan Dickerson at adickerson@gmanet.com or (678) 686-6213

Sophicity

Our focus is simple: Providing the highest quality IT products and services tailored to city governments. With over sixteen years of experience working directly with cities and leagues, Sophicity is uniquely positioned to deliver on this focus.

At Sophicity, we are far more than a generalist IT company that provides service to anyone. We are experts in speaking the language of city government. When we say "city" we don't mean only the large cities with huge teams and big budgets - we also mean small and medium cities that work very hard to tighten technology budgets in order to serve their citizens. We don't just want to install technology at your cities. We want to work with you as a trusted advisor to help you decrease IT costs, add efficiency, and get the most out of your current vendors. It's what we know, it's what we love, it's all we do. That's why we say that We Put The IT in City.

www.sophicity.com

Dave Mims at sales@sophicity.com or (770) 670-6940 ☎ x116



IT in a Box

A complete IT solution for city governments.



New City Website

Modern fresh design. We manage the content. Accept online payments.

- > Your city website on your city domain (.gov, .org, .com) providing pages for city hall, public safety, parks and recreation, news, events, and more.
- > Accept online payments to reduce cost and provide convenience to citizens.
- > Post city council agendas, meeting minutes, and videos.
- > Site search. All website content is indexed so visitors can quickly find what they are looking for.
- > Save time. Submit your website updates to us and we will post them for you.

Data Backup & Offsite Data Backup Storage

Unlimited offsite data backup storage and retention for disaster recovery and archiving. Realtime monitoring. Quarterly testing.

- > Onsite data storage for quick recovery. Hourly backups for many recovery points.
- > Unlimited offsite data backup storage. Maintain all versions of your files and documents.
- > Unlimited offsite data backup archiving. Indefinite retention of your files and documents.
- > The data remains protected with encryption while onsite, in transit, and offsite.
- > Ongoing realtime monitoring & quarterly testing to ensure data is safe & recoverable.

Document Management

Protect city records. Apply record retention schedules.

- > Protect your city documents from fire, flooding, tornadoes, and other disasters.
- > Scan your paper files. Free up file cabinets and floor space.
- > Apply your state's record retention schedules to keep archives up-to-date.
- > Search for documents based on their content as well as data fields.

Email

Separate personal and city business. Share calendars. Includes Microsoft Office Professional Plus.

- > Hosted email on your city domain. Includes email archiving.
- > Shared calendars and contacts with 50GB mailbox storage per user.
- > Office Professional Plus for your desktop providing the latest versions of Outlook, Word, Excel, PowerPoint, Access, InfoPath, Publisher, and OneNote.

Open Records Requests

Be prepared for FOIA and Open Records Requests. We will help the clerk process them.

Video Archiving

Unlimited offsite video storage and retention.

- > No more buying additional expensive onsite storage for video. Keep your most recent videos onsite for quick access, while we archive all your videos offsite for long term access.
- > As squad car and body camera video continue to grow at a rapid pace, your costs do not change.

Vendor Management

No more frustrating calls with vendors. We got it.

- > Issues with your software? Call us for support. We will work with the vendor directly to resolve the issue instead of you losing hours and days on the phone.
- > Need a new computer? Call us for procurement. We will work with well known vendors to get government pricing with no markup.

Who guarantees IT services based on your expectations?

WE DO!

Our GUARANTEE

- > Love IT. If we don't meet your expectations, then cancel the service!
- > Easy out. 30 days notice!
- > Flat monthly fee. No hourly charges. Predictable!
- > No upfront project fees. Onboarding, equipment, and setup included!
- > Flexible. Increase or decrease subscription monthly!
- > Proven. Tailored for cities.

Policy & Compliance

Formally adopt best practices and policies to address information security risk.

- > Have staff knowledgeable and best prepared so your city doesn't fall victim to the latest external or internal threat.
- > Secure, document, regularly test, and proactively manage applications and systems, vendor access, network access, wireless access, physical access, user access and more.

Helpdesk

24x7. We are always there when you need help.

- > U.S.-based IT Helpdesk. All staff undergo criminal background checks and drug screening.
- > 24x7x365. Support in the office, working from home, and on the road.
- > Experienced senior engineers to address any IT issue remotely ASAP. No trip charges for scheduled onsite support visits.
- > We have years of experience supporting municipal staff and municipal applications.

Certified

Experienced certified senior engineers. We are GCIC certified.

Server, Desktop, & Mobile Management

Guard against cyber attack. Keep your computers patched, protected, and healthy.

- > Always-on 24x7x365 monitoring & alerting.
- > Antivirus, Antispam, and Content Filtering licenses for safe internet browsing & email.
- > Support for mobile phones and tablets.
- > Windows Updates and Patch Management. Performance and Health monitoring.
- > Secure remote access when teleworking.
- > Asset Management.

Dave Mims | 770.670.6940 x110
davemims@sophicity.com
www.sophicity.com



Alan Dickerson | 678.686.6213
adickerson@gmanet.com
www.gmanet.com

4 Steps to get your .GOV internet domain registered and activated

1. Complete .GOV Domain Registration at www.dotgov.gov.

- The name of .GOV domain must be consistent with content.
- Authorization Letter Template can be found under the Forms tab on the left. Each Point of Contact must be unique if the POC already has a Username on the system just include their name and account Username.
- Authorization letter must be on official letterhead stationary.
- Letter must be signed by Agency Head or the CIO.
- Please fax a copy of the letter to (540) 301-0160 or scan and email to Registrar@dotgov.gov

2. Accounts

- A .GOV helpdesk representative will create the accounts needed and email the POC to finalize the account and new password.
- The Content or Administrative POC approves all content (must be a government employee); Technical POC is usually responsible for the DNS or programming.

3. DNS information must be complete

- Each domain must have at least one domain name Server.
- Host DNS must be populated before domain activation.

4. Billing POC must pay for the domain with a Credit Card

- After receipt of the authorization letter and DNS test pass, an email will be generated allowing for the domain to be paid for and activated.

Full instructions are available through the registration process at www.dotgov.gov. The Helpdesk can assist you with any question throughout the registration process at Registrar@dotgov.gov or (877) 734-4688.



Determine whether your .gov domain name is signed with DNSSEC using [DNSSECAalyzer](#).



GSA | Office of Information
Integrity and Access
Office of Governmentwide Policy

powered by VERISIGN

CivicPlus - .gov + website
9000 1st yr
2000 after

SKY VALLEY-SCALY MOUNTAIN VF&R (Volunteer Fire and Rescue)

P.O. Box 278 • Scaly Mountain, NC 28775

Sky Valley Mayor Robert MacNair
Sky Valley City Council members
3444 Highway 246
Sky Valley, Ga 30537

1-28-18

Friends:

Enclosed are two signed originals of the annual contract between this Fire-Rescue Department and the City of Sky Valley to provide services as stated therein for CY/FY 2018

The contract is the same as the past several years with three exceptions.

1. We have stated our Corporate Name as the second party instead of "the undersigned".

2. We have inserted the dates and dollar amounts that are applicable to CY/FY 2018.

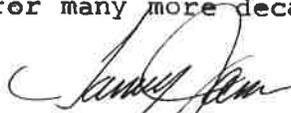
3. All prior year contracts have called for payments in the first, second, third and fourth quarters, but have not stated when during the quarter the payments are due.

For most years prior to 2016, we usually received payments in the first or second month of the quarter. However in 2016, we received the first quarter payment on April 30, and the 3rd quarter payment on November 4. In 2017, we received the first quarter payment on May 5, and the 3rd and 4th quarter payments on Jan 17, 2018.

Due to these late payments, we have added a sentence at the end of Section IV, calling for payment to be made during the second month of each quarter.

We hope that you find these changes acceptable. If so, please sign and seal one copy of the enclosed contract and return it to us.

We have enjoyed a good working relationship with Sky Valley for over 30 years, and we look forward to serving the citizens of Sky Valley for many more decades.


Tommy James
Chief

Sincerely,


David Spears
Chairman of the Board

AGREEMENT

**State of Georgia
County of Rabun**

Whereas, the CITY OF SKY VALLEY, hereinafter referred to as First Party, is a municipal corporation in said State and County, chartered by the General Assembly of Georgia, and

Whereas, the SKY VALLEY-SCALY MOUNTAIN VOLUNTEER FIRE & RESCUE DEPARTMENT, INC., hereinafter referred to as Second Party, is a corporation with an office and place of business located in said County, and

Whereas, the parties desire to enter into this Agreement for certain services to be performed for the benefit of First Party by Second Party,

Now, therefore, and in consideration of the mutual promises herein set forth and the payment by First Party to Second Party of the sum herein specified, it is mutually agreed as follows:

I. TERM OF AGREEMENT

This Agreement shall be effective when signed by both parties and shall continue in full force and effect until December 31, 2018. It may be renewed by the parties thereafter from year to year by a letter of intent to renew signed by both parties and attached hereto which shall specify any modifications hereof.

II. DESCRIPTION OF SERVICES

Second Party shall provided fire fighting and rescue services in the same manner and to the same extent as it has in previous years for dwelling houses and other buildings and surrounding and adjacent areas located within the City of Sky Valley.

III. AFFILIATION

Second Party is an Independent Contractor as to First Party and is not an agent or employee. The time and manner of performance shall be within the sole and exclusive discretion of Second Party taking into consideration the nature of the duties and obligations of Second Party as a fire and rescue service. First Party shall have no control over the same but Second Party shall cooperate with the Sky Valley Police Department and City Government and its employees in carrying out its duties and obligations.

IV. COMPENSATION FOR SERVICES

First Party will financially contribute to Second Party for its services in the first, second, third and fourth quarters of the year 2018 in the amount of \$14,682.75 per quarter for a total of \$58,731.00 for the year. This constitutes one mil of the adjusted Net M&O Digest value of real property within the City for calendar year/tax year 2018. First party shall mail check to Second party at P O Box 278,

Scaly Mountain, NC 28775 in a timely manner each quarter so as to be received by Second Party not later than the last day of the second month of each quarter, i.e. 28 February; 31 May; 31 August and 30 November.

V. SPECIAL CONDITIONS

The following Special Conditions shall apply:

(A) This Agreement is made in Rabun County, Georgia, and the law of Georgia shall govern the legal construction and interpretation of its provisions and the rights and remedies of the parties.

(B) The provisions hereof constitute the entire Agreement of the Parties and no oral agreement, promises or inducements made by either Party shall bind the other unless reduced to writing and incorporated herein.

(C) This Agreement may not be modified except in writing executed by both parties.

WITNESS THE HAND AND SEAL OF EACH PARTY THE DATE SET OPPOSITE EACH SIGNATURE.

The City of Sky Valley, Georgia, First Party

By: _____
Robert MacNair, Mayor

Date: _____
(Affix City Seal)

Attested: _____
Ella Fast, City Clerk

Sky Valley-Scaly Mountain Volunteer Fire & Rescue Department, Inc., Second Party

By: David Spears
David Spears
Chairman of the Board

Date: 1/22/2018
(Affix Corporate Seal)

Attested: Tommy James
Tommy James, Chief

ORDINANCE HIGHLIGHTS TREES AND NATIVE PLANTS



Permits Not Required

1. Maintenance Pruning/Trimming (not including the reduction in total height of the tree)
2. Crown Thinning (cutting windows within the tree canopy without a reduction of the total height)

Permits Required without Mitigation (Replanting)

1. Crown Reduction also known as drop-crotch pruning (replaces “topping”)
2. Removal of Dead/Hazardous/Diseased Trees (no fee required)
3. Thinning of Tree Density (up to half of a stand density around a controlling point)
4. Thinning or Removal of Native Shrubbery including Rhododendron, Mountain Laurel and Azalea that measures five (5) or more feet in height when at least one native shrub will remain within a 10' x 10' area being thinned or the native shrubbery is within the suggested Firewise defensible space of 30-feet from a structure.

Permits Required with Mitigation at 25% of Total Inches Removed

1. Healthy Tree Removal 8” or more in diameter at 4.5 feet above ground that does not qualify for Thinning of Tree Density
2. Specimen Trees including hardwood or softwood trees with a DBH of 24” or more and flowering trees, including Dogwood, Redbud and Sourwood with DBH of 10” or more.

Permits Required with Mitigation at 100% of Total Quantity Removed

1. Native Shrubbery including native Rhododendron, Mountain Laurel and Azalea that measures five (5) or more feet in height that does not qualify for thinning and is not within the Firewise defensible space of 30-feet from a structure.

Permitting Procedure

1. Any landowner in the City of Sky Valley wanting to reduce the crown or height of a tree, cut a tree 8” or more DBH, thin a stand of trees, remove a dead, diseased or hazardous tree or remove protected Native Plants/Shrubbery or Specimen Trees must first complete an application for a tree cutting permit on forms designated by the City of Sky Valley and file said application with the office of the City Clerk.
2. The application process shall include the following:
 - a. City’s application form
 - b. Mitigation Plan (if required)
 - c. Tree Removal Contact name, phone and insurance information.
 - d. Application fee (if required)
 - e. Identification by applicant of trees or shrubs to be removed with a sketch and by physically marking each with a colored ribbon
 - f. Cutting or removing trees on another person’s land will require a signed written permission from that landowner to be sent to City Hall before a permit will be issued

- g. The owner/applicant and the contractor, if any, must acknowledge the requirements of the Ordinance.
- h. The City Code Enforcement Officer shall within ten (10) working days of the filing of the application visit the property, confirm that the application is complete and make a written recommendation to the city manager that a permit be issued, modified or denied.
- i. The City Manager shall within five (5) business days of receipt of the recommendation of the City Code Enforcement Officer approve, disapprove, or approve in part the recommendation.

Final Inspection

1. The Owner or Licensed Contractor doing the work is responsible for making sure that all tree cuttings are removed within 14 days of cutting and for calling the City Code Enforcement Officer for a final inspection within said 14-day period to avoid penalties.
2. Tree cuttings authorized under this permit are not eligible to be left out for the City's chipping service. Tree cuttings that a homeowner desires to keep as firewood may be approved at the reasonable discretion of the Code Enforcement Officer if such cuttings are of a typical fire log size and stacked near the home in such a manner as to be practically used for such a purpose.

Appeals

1. Any applicant dissatisfied with the recommendation of the Code Enforcement Officer or the decision of the City Manager may appeal such recommendation or decision to the City Council of the City of Sky Valley provided such appeal shall be in writing and filed with the City Clerk within 10 business days of receipt of the decision of the City Manager.

* This is a brief summary of the regulations regarding trees and native shrubbery within the City of Sky Valley. Please refer to the Ordinance for complete descriptions, definitions, and requirements.

ORDINANCE NO. _____

**AN ORDINANCE TO REPEAL SKY VALLEY ORDINANCES 12-01 and 14-06
AND TO ESTABLISH A NEW ORDINANCE
FOR THE PROTECTION OF TREES AND NATIVE PLANTS
WITHIN THE CITY LIMITS OF SKY VALLEY**

WHEREAS, trees provide important environmental and aesthetic benefits to the people and guests of the City of Sky Valley which extend beyond the boundaries of the property on which they grow; and

WHEREAS, trees impact real estate values throughout the community;

WHEREAS, trees provide important health benefits to the citizens and guests of the City of Sky Valley which extend beyond the boundaries of the property on which they grow;

WHEREAS, large trees are a resource which cannot reasonably be fully replaced if injured, damaged, or removed;

WHEREAS, the City of Sky Valley believes that trees are essential to maintaining the quality of life that we enjoy in our community and in creating a valuable natural legacy for future generations;

WHEREAS, the City of Sky Valley recognizes the most important role of government is the protection of its citizens' safety and welfare, and that trees and other vegetation may present both fall danger and fire danger if not managed and properly controlled;

WHEREAS, the City Council has determined that the impact of any tree to the road right-of-way and neighboring properties should be considered when considering the issuance of tree removal permits;

WHEREAS, the City of Sky Valley recognizes that from time to time property owners want or need to remove trees;

WHEREAS, the City of Sky Valley understands and appreciates that the attainment and preservation of dramatic mountain views is a major consideration for many property owners, and that fact will be given due consideration in the permitting process; and

WHEREAS, the City of Sky Valley finds that because of environmental and aesthetic concerns it is in the public interest of the citizens of Sky Valley to protect trees by imposing certain restrictions on pruning and the removal of trees.

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

Section 1. Intent.

This tree ordinance shall apply to property or portions thereof located within the corporate limits of Sky Valley, Georgia. The Mayor and Council find, based upon information presented through public input and during public hearings that (1) the protection and preservation of trees; (2) the planting of new trees and other landscape material; and (3) buffers between dissimilar uses serve a legitimate and valuable purpose and provide for the public health and general welfare of the citizens of Sky Valley, Georgia.

Section 2. Purpose.

Trees are important for shading and cooling, reducing noise and wind, for preventing soil erosion, protecting water quality, producing oxygen, dust filtration, fostering air quality through carbon dioxide absorption, protecting wildlife habitat, and contributing to the aesthetic and economic value of real property.

Consistent with the above, the purpose of the tree ordinance is to preserve and enhance Sky Valley's natural environment. This purpose will be accomplished through the preservation, protection and planting of trees and other landscape material.

Section 3.

The City of Sky Valley in enacting this ordinance recognizes that there is presently no property in Sky Valley used for timber harvesting, commercial agriculture purposes, plant or tree nurseries, orchards, trees in active commercial operation, botanical gardens, or other commercial purposes. The City further recognizes that the zoning ordinance of the City of Sky Valley provides for commercial and retail operations in the Commercial and Municipal district. The zoning ordinance of the City of Sky Valley provides for permitted and conditional uses and provides a procedure for a use not listed or itemized to be permitted. In the event a conditional use is allowed or permitted for the purposes enumerated herein, the City of Sky Valley will determine the application of this tree ordinance under the intended purpose and may conditionally modify the application of this tree ordinance consistent with the intent of this tree ordinance to accommodate any such commercial use.

Section 4. Definitions.

The following definitions are applicable to this ordinance:

- (1) Clear-cutting - Removal of all merchantable trees and vegetation from a selected area.
- (2) Crown – The crown is made up of the leaves and branches at the top of a tree.
- (3) Crown Reduction – The reduction in height of the Crown.
- (4) Crown Thinning - The selective removal of branches to reduce Crown density. This promotes better form and health by increasing light penetration and air movement. Strong emphasis is on removing weak

branches. Crown Thinning does not alter the overall size or shape of the tree.

- (5) Diameter at Breast Height (DBH) – The circumference of a tree measure around the tree at 4.5 feet above the ground divided by 3.14.
- (6) Drop Crotch Pruning – Shortening branches or the trunk by pruning back to a lateral branch (crotch).
- (7) Footprint – Includes the area covered by any approved building and permitted dwelling or commercial business plus 20 feet from the edges of the approved structure and 15 feet from the driveway and parking area. The footprint will further include the septic tank location and leach field.
- (8) Hardwood Tree - Trees with broad, flat leaves as opposed to coniferous or needled trees. Wood hardness varies among the hardwood species. Common hardwood in the region include oak, elm, maple, hickory, birch, beech, locust, poplar and cherry.
- (9) Hazardous Tree – A tree that is at risk for failure because it is dead or structurally defective, in a location where that failure could result in personal injury or property damage.
- (10) Maintenance Pruning – Regular selective pruning is a way to keep woody plants healthy and productive. One aim of maintenance pruning is to protect your woody plants from pests and disease, which can gain entry into a plant through dead wood, broken branches, and wounds caused by branches that are rubbing together. By thoughtfully cutting back tips, branches, limbs, and stems, you can also encourage youthful growth that produces abundant flowers and fruits as well as prevent the spread of pests and disease. Maintenance Pruning does not include Crown Reduction for trees.
- (11) Mitigation – The planting of new trees and/or shrubs on a parcel to replace those removed.
- (12) Mountain Protection District - The Mountain Protection District - Comprised of all land area within the jurisdiction of Sky Valley, Georgia, that is 2,200 feet or more above mean sea level that has a percentage slope of 25 percent or greater for at least 500-feet horizontally.
- (13) Native Plants and Shrubbery – Plants and Shrubbery that measure five (5) or more feet in height that are naturally occurring in the region. For purposes of this ordinance, this only includes native Rhododendron, Mountain Laurel and Azalea.
- (14) Permit – The official document issued by the City authorizing work to be completed which is subject to this ordinance.
- (15) Replacement Trees/Shrubs – Approved trees and shrubs may be used for mitigation. Replacement Trees may be no less than 1-inch in caliper. 15-gallon nursery grown trees shall be considered equivalent to 1-inch for mitigation purposes. Replacement Shrubs may be no less than 3 gallons each in size. One 3-gallon nursery grown shrub shall be equivalent to 1/2-inch for mitigation purposes.

- (16) Site Plan – A simple drawing of a property as seen from above including owner's name, site address, property boundary lines, structures, driveway, and location, DBH and species (if known) of each tree requested for removal.
- (17) Specimen Tree – Hardwood or softwood tree with a DBH of 24" or more and flowering trees, including but not limited to, Dogwood, Redbud and Sourwood with DBH of 10" or more.
- (18) Softwood - Softwood or Coniferous trees are usually evergreen, bear cones, and have needles or scale-like leaves. Common softwoods in the region include Pine, Fir, Cedar, Hemlock and Spruce.
- (19) Street Tree – Tree planted in or adjacent to the road right-of-way.
- (20) Thinning – The selective removal of certain trees from a stand to regulate the number, quality, and distribution of the remaining trees. Deliberate control of stand density by thinning can improve vigor, growth rate and quality of the remaining trees. Thinning also allows for planting of suitable understory plants.
- (21) Topping – The removal of large portions of the crown of the tree by the making of horizontal cuts, generally through the main stem.
- (22) Tree – Any tree that measures eight (8) or more inches in diameter at Diameter at Breast Height (DBH).
- (23) Vista Pruning – Selective removal or reduction of branches in the tree's crown to allow a specific view of an object from a predetermined point.

Section 5. Pruning

- (1) Maintenance Pruning
 - (a) Maintenance Pruning is permissible without a permit.
 - (b) Maintenance Pruning does not include Crown Reduction.
- (2) Vista Pruning

The two main techniques that are used when vista pruning are crown reduction and crown thinning.

 - (a) Crown Reduction (reducing the height or spread of a tree)
 - 1. Crown Reduction (also known as drop-crotch pruning) may be used to enhance or maintain a view or to reduce the size of a tree that has grown too large for its permitted space. This procedure removes the end of a branch or top of the trunk by cutting back to a "crotch" created by a lateral (side) branch.
 - 2. Crown Reduction requires a permit.
 - 3. For permit approval, there must be a strong side branch along the main stem or trunk that can assume the terminal control over the tree. Portions of the tree above that point may be removed to reduce the height and spread of the tree.
 - 4. Topping is considered an inappropriate pruning technique and is not permitted.

- (b) Crown Thinning a tree may also be used to enhance or maintain a view. The primary guideline for vista pruning by crown thinning is to provide the homeowner with "windows" that occur within the tree canopy. Crown Thinning does not require a permit.

Section 6. Tree Removal – Removal of Dead/Hazardous/Diseased Trees

- (1) Removal of Dead/Hazardous/Diseased Trees is permissible with a permit. No application fee will be required.
 - (a) Hazardous trees shall include, but not be limited to, those that are within the footprint as defined herein.
 - (b) If tree(s) are dead, hazardous, or diseased, a permit for their removal will be issued by the City upon written request and verification by the City Code Enforcement Officer or his/her designee.
 - (c) If there is a disagreement regarding the validity of the tree(s) being dead, hazardous, or diseased, a statement from a certified arborist may be required.
- (2) Emergency Removal
 - (a) In case of an emergency caused by a tree being in a hazardous or dangerous condition posing an immediate threat to person or property, such tree may be removed without a permit if notification of such an emergency is made to the Sky Valley Police Department prior to the removal.

Section 7. Tree Removal – Thinning of density

- (1) Thinning trees is the removal of certain trees (including specimen trees) from a stand to regulate the number, quality, and distribution of the remaining trees. Deliberate control of stand density by thinning can improve the vigor, growth rate and quality of the remaining trees. Thinning will also allow space for planting of suitable understory plants.
- (2) Thinning by removal may be considered by evaluating size, species and the effect the intended removal will impact the area. Thinning by removal requires a tree cutting permit.
- (3) No mitigation is required for approved thinning.
- (4) No more than one half (1/2) of a stand density around any tree within the minimum spacing radius will be considered for removal within a two-year period.
- (5) Spacing criteria to be considered in evaluating a tree removal permit application for thinning a stand density.

DBH - Minimum spacing between trees of like or greater size

8 – 11 inches	20 feet
12 – 15 inches	25 feet
16 – 19 inches	30 feet
20 + inches	40 feet

For example, the largest tree in a stand will be the controlling point. If you had a 20" DBH tree, a radius of 40 feet would be drawn around it. Up to one half (1/2) of the trees less than or equal to 20" would be considered for removal within that

40 feet.

Section 8. Healthy Tree Removal

- (1) The removal of any other healthy tree 8" DBH or greater that does not meet the thinning criteria and is not otherwise considered dead, diseased or hazardous will be considered following the Code Enforcement Officer's review of the tree cutting permit application, site plan and mitigation plan. The following factors will be reviewed and be the basis for granting or denying the requested permit.
 - (a) Whether the trees intended for removal are within the Mountain Protection District, and if so, if a reforestation plan has been submitted;
 - (b) Whether the trees intended for removal are Specimen trees;
 - (c) Whether the trees intended for removal will impact erosion in the area;
 - (d) Whether the retention of the trees is necessary to prevent excess water runoff;
 - (e) The condition of the trees with respect to danger or interference with any structures on the property.
 - (f) The number and types of trees on the lot. No clear-cut openings in the existing tree canopy will be permitted without a well-distributed stand of trees or other adequate vegetative buffer being left between the adjoining property owners or the road right-of-way.
 - (g) The contribution of the trees to the natural beauty of the area;
 - (h) The effect of removal or relocation on property values in the area;
 - (i) The necessity, or lack thereof, to remove the trees to allow reasonable economic use and enjoyment of the property;
 - (j) The impact of any tree on the right-of-way;
 - (k) Whether the construction of structures or improvements on any property would necessitate the removal of any trees.
- (2) The value of healthy trees removed will be determined by adding the total DBH of all trees authorized for removal by the permit.
- (3) Mitigation (replanting) will be required for all healthy tree cutting permits as defined in this section.
 - (a) Required mitigation of healthy trees will be equal to 25% in inches of the total value DBH as determined by the Code Enforcement Officer.
 - (b) Mitigation will require replanting of Replacement Trees/Shrubs.
 - (c) All proposed Replacement Trees/Shrubs shall generally conform to the official Recommended Plant List of suitable plant types, which shall be maintained in the office of the City Clerk. Approved plants need not match specific plants in the list, but the plants shall follow the parameters defined by the list.
 - (d) Replacement or planting of street trees:
 - a. Must be evaluated based on estimated size at full maturity;
 - b. Must provide at least eight (8) feet of clearance at maturity for pedestrians and vehicles to avoid hazards created by low hanging tree branches;
 - c. Must be planted at least twenty (20) feet from the edge of roadway;
 - d. Must not impede safety or line-of-sight or interfere with lane of travel;
 - e. Must be of horticulturally appropriate species for use in road frontage areas;
 - (e) Replacement trees must be planted within the 90 days of the tree removal

- unless otherwise approved by the Code Enforcement Officer;
- (f) Replacement trees shall be planted on the same property unless otherwise approved by the Code Enforcement Officer.
 - (g) If the replacement tree dies within two (2) years, it shall be replaced by the property owner with a tree of equal value.
 - (h) If replacement trees are not planted within ninety (90) days or such date otherwise approved by the Code Enforcement Officer, the property owner will be in violation of their permit and will be subject to penalties as provided herein.

Section 9. Protected Native Shrubbery and Specimen Trees.

- (1) It shall be the policy of the City of Sky Valley that Native Shrubbery and Specimen Trees shall be preserved insofar as practical and reasonable in order to retard surface runoff and soil erosion and, protect their native species.
- (2) The removal of Native Shrubbery and Specimen Trees may be permitted on a limited basis as follows:
 - (a) With a permit as necessary for placing public roads, utilities, structures and parking areas; or
 - (b) With a permit for minimal selective cutting of Native Shrubbery or Specimen Trees.
 - (c) Selective removal permits will be evaluated based on the following criteria:
 - a. Overall condition of tree or plant;
 - b. How removal will impact erosion in the area;
 - c. How removal will impact water runoff;
 - d. The density of native plants or specimen trees on the lot;
 - e. The contribution of the Native Shrubbery or Specimen Trees to the natural beauty of the area;
 - f. The necessity, or lack thereof, to remove the Native Shrubbery or Specimen Trees to allow reasonable economic use and enjoyment of the property;
 - g. The impact of any Native Shrubbery or Specimen Trees on the right-of-way;
 - h. The buffer left between the adjoining property owner or the road right-of-way; and
 - i. Reasonable wildfire protection of structures under Sky Valley's Firewise guidelines.
 - (d) Maintenance Pruning is permitted without a permit.
 - (e) Approval of a permit for minimal selective cutting or removal of Native Shrubbery will require mitigation unless there is at least one native shrub to remain within a 10' x 10' area being thinned or the native shrubbery is within the suggested Firewise defensible space of 30-feet from a structure.
 - (f) Approval of a permit for minimal selective cutting or removal of Specimen Trees will require mitigation unless it falls within the Thinning of Density guidelines set forth in Section 7.

- (g) Mitigation (replanting) will be required for selective cutting and removal of all healthy native shrubbery and specimen tree permits as defined in this section.
- a. Required mitigation for Specimen Trees will be equal to replacement of 25% in inches of the total value DBH determined by the Code Enforcement Officer with Replacement Trees/Shrubs as defined herein.
 - b. Required mitigation for Native Shrubby will be equal to replacement of 100% of the total quantity of native shrubs cut as determined by the Code Enforcement Officer. Native shrubs may be replaced with Replacement Trees/Shrubs as defined herein.
 - c. All proposed plants shall generally conform to the official Recommended Plant List of suitable plant types, which shall be maintained in the office of the City Clerk. Approved plants need not match specific plants in the list, but the plants shall follow the parameters defined by the list.

Section 10. Final Inspection.

- (1) The Owner or Licensed Contractor doing the work is responsible for making sure that all tree cuttings are removed within 14 days of cutting and for calling the City Code Enforcement Officer for a final inspection within said 14-day period to avoid penalties.
- (2) Tree cuttings authorized under this permit are not eligible to be left out for the City's chipping service. Tree cuttings that a homeowner desires to keep as firewood may be approved at the reasonable discretion of the Code Enforcement Officer if such cuttings are of a typical fire log size and stacked near the home in such a manner as to be practically used for such a purpose.

Section 11. Procedure for Issuance of a Tree Cutting Permit.

- (1) Any landowner in the City of Sky Valley wanting to reduce the crown or height of a tree, cut a tree 8" or more DBH, thin a stand of trees, remove a dead, diseased or hazardous tree or remove protected Native Plants/Shrubbery or Specimen Trees must first complete an application for a tree cutting permit on forms designated by the City of Sky Valley and file said application with the office of the City Clerk.
- (2) The application shall include the following:
 - Owner and Applicant, name, phone and signature.
 - Site Address
 - Site Plan/Sketch identifying property boundaries
 - Location of driveway, house and other structures
 - Location, DBH (measured at 4.5' above grade), and species of all trees on the property requested for removal. Each tree must be shown in correlation to the property line, buildings and driveway.
 - Reason for removal
 - Mitigation Plan (except in the case of selective thinning of a densely wooded lot or the removal of dead, hazardous and diseased trees) to include location of replacement trees

Tree Removal Contact name, phone and insurance information.

- (3) Tree Cutters that perform work within the city must be insured with liability and workers' compensation insurance unless the homeowner signs an affidavit of responsibility for any damages.
- (4) All permit applications must be accompanied where required with the application fee.
- (5) In order to identify tree by location the applicant must, prior to submitting the application, mark each tree by placing a colored ribbon around the circumference of the tree at approximately 3 to 4 feet off the ground.
- (6) Cutting or removing trees on another person's land will require a signed written permission from that landowner to be sent to City Hall before a permit will be issued.
- (7) The owner must certify familiarity with the terms of this ordinance and the applicant must certify the person or business entity cutting and removing trees is familiar with the ordinance.
- (8) The City Code Enforcement Officer shall within ten (10) working days of the filing of the application (unless a longer time is agreed by the applicant) visit the property, confirm that the application is complete and make a written recommendation to the city manager that a permit be issued, modified or denied.
- (9) The City Manager shall within five (5) business days of receipt of the recommendation of the City Code Enforcement Officer approve, disapprove, or approve in part the recommendation. If the city manager approves in part or disapproves the recommendation of the Code Enforcement Officer, written explanation outlining the reasons for approval in part or disapproval must be given.

Section 12. Permit Fees.

Fees charged by the City for tree cutting permits shall be established from time to time by duly enacted ordinances of the City of Sky Valley or by an appropriate resolution of the City of Sky Valley.

Section 13. Appeal.

- (1) Any applicant dissatisfied with the recommendation of the Code Enforcement Officer or the decision of the City Manager may appeal such recommendation or decision to the City Council of the City of Sky Valley provided such appeal shall be in writing and filed with the City Clerk within 10 business days of receipt of the decision of the City Manager.
- (2) If an appeal as provided for in the section filed with the City Clerk 14 days prior to the next regularly scheduled meeting of the City of Sky Valley such appeal shall be placed on the agenda for consideration at that meeting.
- (3) If the appeal is filed less than 14 days prior to the next regularly scheduled meeting of the City Council, the appeal will be placed on the next following agenda or it may be placed on an agenda for a called meeting if one is scheduled prior to the regular City Council meeting date.
- (4) The City Council, in considering an appeal, will hear from the applicant, the City Code Enforcement Officer, the City Manager, and other persons who may wish

to provide information to the City Council. In making a decision, the City Council will be governed at all time by the criteria outlined in this ordinance.

Section 14. Penalties for Violation.

- (1) Except as otherwise provided herein, any violation of this ordinance shall subject the applicant and the contractor each to a fine not to exceed \$1,000 per violation and \$1,000 for each additional violation.
- (2) A violation will occur for each tree or protected native plant that is cut, pruned, topped, or removed in violation of this ordinance.
- (3) In addition to the above monetary fine any person, firm, corporation or other entity or agents thereof violating this ordinance will be required to replace each tree or protected native plant that is cut, pruned, topped, or removed in violation of this ordinance with two (2) hardwoods, softwoods or native flowering trees or shrubs as provided herein.
 - (a) Each tree/shrub must be:
 1. At a minimum, equivalent in size to a 15-gallon nursery grown tree; and
 2. Approved by the Code Enforcement Officer prior to planting.
- (4) A failure to remove any trees cut or debris from trees topped or trimmed within 14 days of completion will be considered a violation of this ordinance with a fine up to \$100 per day. The fine shall continue for each day the cut trees or debris remains on the property.
- (5) All citations issued and fines imposed herein can be imposed individually or jointly upon the Applicant, Property Owner and the Contractor depending on the situation.
- (6) If the City Code Enforcement Officer determines that a proper permit was not obtained or more vegetation was cut than what was included on the approved permit, the City Manager and Property Owner shall be notified.
 - (a) If both the City Code Enforcement Officer and City Manager agree that if proper procedures would have been followed, the application would have been approved, the Property Owner shall pay a penalty to the City equal to double the normal permit fee (as provided in the current fee schedule) for the total number of trees that were improperly pruned, cut or removed.
 - (b) The Property Owner shall have ten (10) days from the date of the notice to pay the penalty and avoid a citation.
- (7) No consideration will be given to a property owner's claim of dead, diseased or hazardous trees if those trees are cut and removed without a proper permit and without verification by the City.
- (8) In the case of an after-hours emergency which would involve the cutting of a tree, the City Police Department should be contacted to verify the hazard and make a report for the City Code Enforcement Officer.
- (9) In an emergency situation that has been verified by the Police, no penalty shall be assessed.

Section 15.

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.

Section 16.

THIS ORDINANCE WILL BECOME EFFECTIVE UPON ADOPTION BY THE CITY COUNCIL AND APPROVED BY THE MAYOR AS PROVIDED BY THE CHARTER OF THE 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 _____, 2017.

Approved:

Hughel Goodgame, Mayor

Milner Lively, Council President

Chip Durpo, Councilor

Attest:

Connie Larsen, Councilor

Ella Fast, City Clerk

Bob MacNair, Councilor

Ed Steil, Councilor

Read and introduced on the ____ day of _____, 2017.

Adopted on the ____ day of _____, 2017.