

January 25, 2021 Woodbury City Council Minutes



ATTENDING

- Mayor Steve Ledbetter
- Mayor Pro Tem Ronnie Garrett – Did not attend meeting
- Councilmember Randy Carter
- Councilmember L. C. Gates
- Councilmember Carolyn Ledbetter
- City Attorney Danielle Sewell
- City Hall, City Clerk Angel Fowler
- Police Department, Chief Smart Web
- Public Works, Director Willie Holmes
- Water Director, Cody Kelly-via Zoom

WELCOME, CALL TO ORDER, INVOCATION, and PLEDGE OF ALLEGIANCE

Mayor Steve Ledbetter

ADOPTION OF AGENDA

January 25, 2021

Councilmember Ledbetter made motion to adopt the January Agenda

Councilmember Gates seconded the motion

All approved

ADOPTION OF THE MINUTES

December 21, 2020

Councilmember Ledbetter made motion to adopt the December minutes

Councilmember Gates seconded the motion

All approved

MAYOR'S UPDATE

- **Impact Fee Support**

To encourage local governments' engagement in comprehensive planning, Georgia incentivizes it by allowing cities and counties with DCA-approved comprehensive plans access to a special package of financial resources to aid in implementing our plans. This includes Community Development Block Grants (CDBG), water and sewer loans from the Georgia Environmental Finance Authority (GEFA), economic

development funding from the OneGeorgia Authority, and a variety of other programs from DCA and partner agencies.

Local governments that wish to impose development impact fees must have an adopted comprehensive plan that meets the Minimum Standards and Procedures for Local Comprehensive Planning. The comprehensive plan must include a Capital Improvements Element (CIE) in order to be in compliance with DIFA. A current plan can be amended to include a CIE.

The requirements for local governments that include CIEs in their comprehensive plans include:

- Updating their CIEs annually. The annual update must include:
 - the Annual Financial Report on impact fees required by DIFA; and
 - a new fifth year schedule of improvements, and any changes to or revisions of previously listed CIE projects, including alterations in project costs, proposed changes in funding sources, construction schedules, or project scope.
 - Updating our entire Short Term Work Programs (STWP) annually.

After much conversation with Jon West (Principal Planner, Community & Regional Planning Manager with Georgia Department of Community Affairs) and Juli Yoder (Planner at Georgia Department of Community Affairs) about whether we should continue a pursuit of an Impact Fee, they encouraged us to talk with Jerry Weitz. Mr. Weitz initial recommendation is in Council packets for consideration.

- Councilmember Ledbetter made the motion to move forward with the Impact Fee study at \$115.00 and not to exceed \$15,000
- Councilmember Gates seconded the motion
- All approved

- **PlanFirst Community Designation Application**

Staff is recommending that Council afford us the opportunity to re-apply for PlanFirst Community Designation again this year. There is no direct cost in making application, and the benefits, if we are selected, afford the City to apply for Community Development Block Grants annually. Allowing the City to make annual application for monies in support of upgrading and updating our Water, Sewer, and roadway infrastructure is much needed, as is evident in our previous discussions with EMI about the needs throughout our water and sewer system and the costs required to update our system.

- Councilmember Ledbetter made the motion to move forward with the Plan First application
- Councilmember Gates seconded the motion
- All approved

- **DOWNTOWN PARKING AND TRANSPORTATION IMPROVEMENT PROJECT**

Sealed proposals for furnishing all labor, material, and other items necessary for the construction of the project will be received by Angel Fowler, City Clerk. The bid submitted shall be a Lump Sum Contract.

Sealed Proposals will be received by the City of Woodbury at City Hall, PO Box 297, 18053 Main Street, Woodbury, Georgia 30293, no later than February 12, 2021 at 2:00 pm. Proposals will be publicly opened and read aloud at our City Municipal Complex. The proposal shall be read in such a manner as to avoid disclosure of the contents to competing PROPOSERS during any allowed process of negotiations. Any Proposals received after 2:00 pm on proposal deadline date will not be considered. The bid was placed at the following locations: City Municipal Complex, City website, Georgia State Procurement Registry, Department of Health, Department of Labor, Three Rivers Regional Commission office, and in the legal organ of the County – The Vindicator.

The Staff would like to present their proposal to Council at our February 2021 session to move forward with the paving plan.

APPOINTMENTS

Mayor Pro-Tem

- Councilmember Gates nominated Councilmember Garrett
- Councilmember Ledbetter seconded the motion
- All approved

Election Superintendent-Angel Fowler, City Clerk

- Councilmember Ledbetter made motion to appoint City Clerk Angel Fowler as Election Superintendent
- Councilmember Gates seconded the motion
- All approved

DEPARTMENT REPORTS

- Police Department – Chief Smart Web
Chief Web requested 2 new tasers for the Police Department at the cost of \$850 each, new tasers will be phased in accordingly each year
Councilmember Ledbetter made the motion to purchase the tasers
Councilmember Carter seconded the motion
All approved
Chief Web is in the process of applying for State Certification for the Police Department; to get started the application fee is \$375.00
- Councilmember Carter made the motion to grant the money for the application fee
- Councilmember Ledbetter seconded the motion
All approved
- Public Works – Director Buck Holmes, covert at old city hall completed, Melton project will start next week, and hay field should be completed by the end of week.

- Water & Sewer – Cody Kelly
- City Clerk – Angel Fowler

During the city’s budget process for 2021, there were funds that were not known at the time of the budget. The City will receive \$77,000 in revenues, increasing our revenue budget from \$935,533 to \$1,012,533. It is the recommendation of the staff to place this revenue in our contingency fund and allow staff to distribute these funds to departments as needed.

- Councilmember Ledbetter made the motion to adopt the budget amendment
- Councilmember Carter seconded
- All approved

SPECIAL COMMITTEE REPORTS

- Woodbury Development Authority – Kera Summers, Chairperson, did not attend
- Planning & Zoning Commission – Vicky Matthews, Secretary
- Historic Preservation Commission – Candy Head, Chairperson, did not attend

ENGINEERING MANAGEMENT-SEWER ISSUE

- Immediate Threat and Danger of sewer line that feeds our sewer ponds.

Chip McGaughey from EMI spoke to the council about an existing 12” gravity sewer line crossing a creek, where apparently a tree fell on the sewer pipe and damaged the line and the creek bank has severely eroded and undermined the existing manholes.

Mr. McGaughey presented the council with a cost estimate of the damage, repair, and their engineering cost. The council questioned the damage of the sewer line, specifically, they questioned the timeline of damage presented by EMI indicating “the damage does not appear to be recent.” It should have been discovered when EMI was locating all of the manholes in town last summer. Mr. McGaughey advised the council that this manhole did not show this level of damage a few of years ago but did not provide any evidence in support of this claim.

- Councilmember Gates made a motion to remove the work associated with the repair of this damage from EMI’s scope of work, hire Turnipseed to oversee the repair of this work, and place this project out for bid
- Councilmember Carter seconded the motion
- All approved

WATER & SEWER BUDGET

- Second reading of our Water & Sewer Budget
- Adoption of budget & rates for 2021

- Councilmember Ledbetter made the motion to adopt the 2021 Water Budget and water rates
- Councilmember Carter seconded the motion
- All approved

CHANGE MARCH COUNCIL MEETING FROM MARCH 15TH TO MARCH 22ND

- Due to Special Election scheduled for March 16th there is a need to move the council meeting to March 22nd as the election board will place their equipment into the council chambers the day of council meeting, and by requirement they must lock the room so that no one has the opportunity to tamper with the equipment.
 - Councilmember Ledbetter made motion to change the meeting date
 - Councilmember Gates seconded the motion
 - All approved

CDBG RESOLUTION

- Public Hearing on CDBG Application at 5:00 pm Monday, January 25, 2021
- After hearing from our community, Council considered a resolution to proceed with our CDBG Application
 Councilmember Randy Carter stated that he resides inside the said target area and will directly benefit from proposed water and sewer improvements. Mr. Carter also stated in full disclosure of the nature of the potential conflict of interest he would abstain from voting.
 - Councilmember Ledbetter made the motion to proceed with the CDBG grant application
 - Councilmember Gates seconded the motion
 - Councilmembers Ledbetter, Gates, and Garrett voted in favor of the motion
 - Councilmember Carter abstained
 - Motion passed

OLD CITY HALL DISCUSSION

- Consideration of gutting and separating old city hall and the old police department in preparation for sale at a cost of \$28,000.
 - Councilmember Carter made the motion to go forward with the old city hall gutting and separating of the buildings
 - Councilmember Ledbetter seconded the motion
 - All approved

COMMUNITY BUILDING

- Renovation of the Community Building to comply with ADA requirements

- Councilmember Carter made the motion to go forward with the renovation of the community building to meet ADA requirements
- Councilmember Ledbetter seconded the motion with an amendment. Staff will coordinate with Carolyn McKinley on any available grant funding to help offset the expenses of renovating the community building. Council agreed with the amended motion.
- All approved

LEGAL UPDATE — City Attorney, Danielle Sewell

No legal updates

PUBLIC COMMENTS

No public comments

NEW BUSINESS

No new business

COUNCILMEMBER COMMENTS

No council comments

ADJOURNMENT



Steve Ledbetter, PhD, Mayor



Angel Fowler, City Clerk



POLICE UPDATE JANUARY 2021 REPORT

Executive Summary - During December 2020, the Woodbury Police Department worked to resolve 178 calls for service. According to our 911, CAD dispatch reports, officers were dispatched and answered these 178 calls ranging from medical assistance, unwanted subjects on property, harassing phone calls, mechanical breakdowns, reckless drivers, escorts for businesses and funeral details, accidents, thefts, civil service, loud music/party, suspicious person/vehicle, 4-wheeler complaints, home checks, and walk-ins at the police station.

Community Service - The police department had several people come to complete their community service. They cleaned patrol vehicles, city hall, and picked up trash.

Electronic Weapons - Our taser units are outdated. Typically, these units have a life cycle of 5 years. Unfortunately, batteries cannot be purchased for these weapons anymore. I would like to look at ways that would be cost effective to purchase at least 2 of these non-lethal weapons at a time and faze out the older weapons. Would the Council give the Department authorization to purchase 2 of these units at a cost of \$850 each? We would pay for these from our general fund Police Budget.

State Certification - I believe one of the biggest accomplishments a Police Department can have is to achieve State Accreditation. I would like to move forward in starting this journey. I believe this would say to the world Woodbury represents the highest level of modern policing. Woodbury would join the 139 agencies currently holding State Certification, including Pine Mountain Police Department, Lavonia Police Department, Social Circle Police Department, Senoia Police Department, Carroll County Sheriff's Department, and City of Atlanta Police Department.

Public Works Report

Leaks: 159 Jay St.- 18178 Main St.- 302 Garry Kendrick- 195 Folk Ave.(2 inch main)- 18023 Main St.-259 Flat Shoals

Locates: 291 Canyon Rd. Installing Pole Internet for the City- 744 Bartee Rd. Burying Phone service line AT&T- 744 Bartee Rd. Install phone service AT&T- 11 Jones Mills install new meter and waterline Crawford- 195 Folk Ave. Repaired water leak Crawford- 442 Mountain View Cir. Install gate- 18023 Main St. water service repair-Crawford- 259 Flat Shoals Water Service Repair-Crawford

We replaced 3 meter boxes at the 1911 Bldg.

We are still in the process of finding and locating old meters

Fire Hydrants replaced back at Main St. and Dromedary and Folk and Bartee

Put up all Christmas Lights on Main St. and Gates Rd.

1 Paving Projects for 2021

Quotes

2 Downtown Paving for Dromedary and Durand for one way.

3 Repair Jones Mills Rd. as result of utility cuts

4 Hayfield Project

| Order | Plan Year | Road | Length In ft | Width In ft | Sq Yard | Miles | Est Cost | Last Paved | Age |
|-------|-----------|----------------------|--------------|-------------|---------|-------|--------------|------------|-----|
| 1 | 2020 | Dogwood Lane | 1187 | 18.3 | 2155.1 | 0.22 | \$44,545.18 | 2020 | 1 |
| 2 | 2020 | Garry Kendricks Road | 1350 | 16.0 | 2400.0 | 0.26 | \$49,608.00 | 2020 | 1 |
| 3 | 2020 | Tulip Road | 818 | 20.7 | 1878.7 | 0.15 | \$38,832.18 | 2020 | 1 |
| 4 | 2020 | Cove Road | 528 | 27.1 | 1588.9 | 0.10 | \$32,843.14 | 2020 | 1 |
| 5 | 2021 | Boxwood Lane | 528 | 17.5 | 1026.7 | 0.10 | \$21,221.20 | UKN | 1 |
| 6 | 2021 | Jay Street | 915 | 21.2 | 2152.0 | 0.17 | \$44,481.39 | UKN | 1 |
| 7 | 2021 | Dromedary Street | 3422 | 25.8 | 9822.7 | 0.65 | \$203,034.40 | 1981 | 40 |
| 8 | 2022 | Cedar Street | 528 | 17.2 | 1007.1 | 0.10 | \$20,817.39 | 1978 | 43 |
| 9 | 2022 | Rose Avenue | 1344 | 19.8 | 2961.9 | 0.25 | \$61,222.00 | 1979 | 42 |
| 10 | 2022 | Sims Lane | 688 | 17.2 | 1312.3 | 0.13 | \$27,125.69 | 1979 | 42 |
| 11 | 2022 | Gates Road | 2524 | 18.8 | 5258.3 | 0.48 | \$108,689.75 | 1988 | 33 |
| 12 | 2022 | Althea Street | 1056 | 18.0 | 2112.0 | 0.20 | \$43,655.04 | 1988 | 33 |
| 13 | 2022 | Canyon Road | 1584 | 17.0 | 2992.0 | 0.30 | \$61,844.64 | 1991 | 30 |
| 14 | 2022 | Pecan Street | 908 | 17.6 | 1774.0 | 0.17 | \$36,667.95 | 1996 | 25 |
| 15 | 2023 | Durand Street | 2825 | 20.6 | 6460.9 | 0.54 | \$133,546.81 | 1978 | 43 |
| 16 | 2023 | Baker Street | 1056 | 19.8 | 2326.7 | 0.20 | \$48,093.30 | 1990 | 31 |
| 17 | 2023 | Bartee Road | 3696 | 21.2 | 8693.8 | 0.70 | \$179,701.12 | 1991 | 30 |
| 18 | 2023 | Azalea Lane | 528 | 14.7 | 860.6 | 0.10 | \$17,789.43 | UKN | 35 |
| 19 | 2024 | Bray Road | 528 | 19.3 | 1134.0 | 0.10 | \$23,440.33 | 1986 | 34 |
| 20 | 2024 | Bobby Brown Street | 1056 | 16.1 | 1887.1 | 0.20 | \$39,006.75 | 1987 | 30 |
| 21 | 2024 | Flat Shoals Road | 3006 | 20.9 | 6986.2 | 0.57 | \$144,404.30 | 1991 | 27 |
| 22 | 2024 | Date Lane | 439 | 19.6 | 955.2 | 0.08 | \$19,744.70 | 1994 | 40 |
| 23 | 2025 | Holmes Drive | 673 | 21.8 | 1626.4 | 0.13 | \$39,618.03 | 1981 | 28 |
| 24 | 2025 | Folk Avenue | 3769 | 18.9 | 7923.3 | 0.71 | \$163,774.11 | 1993 | 28 |
| 25 | 2025 | Forest Lane | 1767 | 16.4 | 3223.1 | 0.33 | \$66,622.42 | UKN | 32 |
| 26 | 2025 | Holiday Drive | 171 | 15.5 | 234.5 | 0.03 | \$6,087.32 | UKN | 33 |
| 27 | 2026 | Jongquil Lane | 694 | 18.1 | 1394.4 | 0.13 | \$28,822.89 | 1988 | 31 |
| 28 | 2026 | Jones Mill Road | 3696 | 19.8 | 8145.2 | 0.70 | \$168,360.51 | 1990 | 30 |
| 29 | 2026 | Memory Lane | 1253 | 17.4 | 2424.8 | 0.24 | \$50,120.44 | 1991 | 30 |
| 30 | 2027 | Peachtree Street | 230 | 35.0 | 894.4 | 0.04 | \$18,486.17 | 1989 | 32 |
| 31 | 2027 | Pine Street | 1056 | 16.7 | 1955.9 | 0.20 | \$40,429.42 | 1989 | 32 |
| 32 | 2027 | Nandina Street | 674 | 14.3 | 1073.9 | 0.13 | \$22,197.65 | 1990 | 31 |
| 33 | 2027 | Mountain View Circle | 2112 | 19.3 | 4538.5 | 0.40 | \$93,809.63 | 1992 | 29 |
| 34 | 2028 | Society Circle | 2948 | 20.6 | 6742.2 | 0.56 | \$139,361.42 | 1994 | 37 |
| 35 | 2028 | Willow Drive | 885 | 17.8 | 1714.0 | 0.16 | \$35,429.32 | 1994 | 27 |
| 36 | 2028 | Short Jay Street | 741 | 18.3 | 1509.5 | 0.14 | \$31,201.35 | 1997 | 24 |

Paving Projects

| Fiscal Year | Amount | Funding Source |
|--------------|-----------------------|------------------------|
| 2020 | \$165,828.50 | LMIG, SPLOST, T-SPLOST |
| 2021 | \$268,736.99 | LMIG, CDBG |
| 2022 | \$360,022.47 | LMIG, SPLOST, T-SPLOST |
| 2023 | \$378,130.67 | LMIG, CDBG |
| 2024 | \$226,596.08 | LMIG, SPLOST, T-SPLOST |
| 2025 | \$270,101.87 | LMIG, SPLOST, T-SPLOST |
| 2026 | \$247,303.85 | LMIG, SPLOST, T-SPLOST |
| 2027 | \$174,925.07 | LMIG, SPLOST, T-SPLOST |
| 2028 | \$205,992.09 | LMIG, SPLOST, T-SPLOST |
| 2029 | | |
| Total | \$2,288,637.58 | |

Cost to Pave

20.67 per square yard



City Clerks Report

January 25, 2021

Special Funds Review

| Account | Revenue through 12/31 | Total Received 2020 |
|----------------------|-----------------------|---------------------|
| SPLOST | \$8073.37 | \$62,022.26 |
| T-SPLOST | \$7,141.06 | \$54,315.92 |
| Greenrock (Leachate) | \$21,194.00 | \$146,968.58 |
| Sewer dumps | \$23,325.00 | \$23,325.00 |

Budget Amendment

During the cities budget process for 2021, there were funds that were not known at the time of the budget. We will receive \$77,000 in revenues, increasing our revenue budget from \$935,533 to \$1,012,533. It is the recommendation of the staff to place this revenue in our contingency fund and allow staff to distribute these funds to departments as needed.

Councilmember Ledbetter made motion to approve putting the money in contingency
Councilmember Carter seconded
All approved

Water & Sewer Budget

Included in your packet is the 2021 Water & Sewer budget and a recommendation letter from Greg Ashworth of Turnipseed Engineering.

- In 2020, the water rates increased by 22%, and the City realized a 3% drop in water revenue due to a 44% drop in Tier 3 usage.
- In 2020, the sewer rates increased 35%, and the City saw a 42% increase in sewer revenue. This was due to the combination of a slight increase in usage and the rate increase.
- The percentage rate increase needed for 2021 is reduced because the City started receiving revenue from leachate in 2020 and allowed council to forego a rate increase.
- Included in the 2021 budget, the City will begin repayment of the Georgia Environmental Finance Authority and USDA Rural Development projects which

are currently under construction. These two projects add a combined \$132,636 in annual cost.

- If water usage and leachate revenue remain constant (or increases), Turnipseed Engineering and City Staff recommend the City consider adopting an annual rate increase which correlates with the construction cost index (CCI). For 2021, the construction cost index is 2%. This is an industry best practice and allows the City to increase revenue relative to the increased cost of operation and maintenance. This method is beneficial for customers because the increases are incremental.

City of Woodbury
Planning & Zoning Commission Meeting
Wednesday, December 23, 2020
6:00 pm

Attending the meeting:
Chairman Doug Matthews
Secretary Vicky Matthews
Co-Chair Alan Kendrick
Member Sam Summers
Mayor Steve Ledbetter
City Clerk Angel Fowler

CALL TO ORDER AND WELCOME

Chairman Doug Matthews called the meeting to order at 6:00 pm.

APPROVAL OF AGENDA

Secretary Vicky Matthews made a motion to approve the agenda. Member Sam Summers seconded the motion, and the vote was unanimous.

APPROVAL OF MINUTES

Co-Chairman Alan Kendrick made a motion to approve the minutes from the November 18, 2020 meeting.

Member Sam Summers seconded the motion, and the vote was unanimous.

OLD BUSINESS

Addie Prather, 35 Jay Street, Building permit, Old Depot structure. City Staff has not received the floor plans (drawing) or square footage for duplex. Per the zoning ordinance, a duplex in this Zoning District would be considered only as a special use. Applicant was informed that she must submit all required drawings as soon as possible to city hall in order for the Commission to properly review the request. Applicant was made aware that we cannot move forward until we receive the drawings to indicate location of walls, electrical, bathrooms (plumbing) & setbacks. Co-Chairman Alan Kendrick made a motion to table the case until all information is received. Member Sam Summers seconded the motion, and the vote was unanimous.

HEARING OF CASES

Dovie Garner, 240 Forest Lane, Permit for storage building to replace a storage building which was damaged and has been removed. There will be no electrical. All required drawings were submitted. All setbacks are met. Co-Chairman Alan Kendrick made a motion to recommend approval of the permit. Member Sam Summers seconded the motion, and the vote was unanimous.

Madalynn Walker, 500 Flat Shoals Rd., Permit for Veterinarian office. Drawings were submitted to the Commission of proposed floor plan. Will add some new interior walls and will need to hire electrician to wire those areas and will require electrical inspection. Interior and exterior of property will easily convert to their use. Meets all zoning requirements. Co-Chairman Alan Kendrick made a motion to recommend approval of the permit. Member Sam Summers seconded the motion, and the vote was unanimous.



ATLANTA
AUGUSTA
ST. SIMONS ISLAND

December 21, 2020

Mayor Steve Ledbetter, PhD
City of Woodbury
P.O. Box 297
Woodbury, Georgia 30293

Re: City of Woodbury
Water Rates Study
Project No. 202354.002

Dear Mayor Ledbetter:

As requested, we reviewed and analyzed the revenue, expenses and rates for the City's water and sewerage systems. Our recommended rates for 2021 are enclosed.

In analyzing the revenue and expenses, the following items are noteworthy:

1. In 2020 the water rates increased by 22%, and the City saw a 3% drop in water revenue. This was due to a 44% drop in Tier 3 usage.
2. In 2020 the sewer rates increased by 35%, and the City saw a 42% increase in sewer revenue. This was due to the combination of a slight increase in usage and the rate increase.
3. The percentage rate increase needed for 2021 is reduced because the City started receiving revenue from leachate in 2020.
4. Included in the 2021 budget is starting repayment of the Georgia Environmental Finance Authority and USDA Rural Development projects which are currently under construction. These two projects add a combined \$132,636 in cost on an annual basis.
5. If water usage and leachate revenue remains constant or increases, we recommend the City consider adopting an annual rate increase which correlates with the construction cost index. For 2021, the construction cost index is 2%. This is an industry best practice and allows the City to increase revenue relative

City of Woodbury, Georgia
Water and Sewer Rates

% Increase from Previous Year

| | 2020 | | | 2021 | | | 2022 | | | | | |
|--------------------------|----------|---------------------------------|---------------------------------|---------------------------------|----------|---------------------------------|---------------------------------|---------------------------------|----------|---------------------------------|---------------------------------|---------------------------------|
| | 22% | Tier 1 Cost/1,000 gallons | Tier 2 Cost/1,000 gallons | Tier 3 Cost/1,000 gallons | 2% | Tier 1 Cost/1,000 gallons | Tier 2 Cost/1,000 gallons | Tier 3 Cost/1,000 gallons | 2% | Tier 1 Cost/1,000 gallons | Tier 2 Cost/1,000 gallons | Tier 3 Cost/1,000 gallons |
| Water Rates | | | | | | | | | | | | |
| Inside Commercial 3/4" | \$20.54 | \$6.95 | \$10.42 | \$13.90 | \$20.95 | \$7.09 | \$10.63 | \$14.18 | \$21.37 | \$7.23 | \$10.84 | \$14.46 |
| Inside Commercial 1" | \$26.55 | \$6.95 | \$10.42 | \$13.90 | \$27.08 | \$7.09 | \$10.63 | \$14.18 | \$27.62 | \$7.23 | \$10.84 | \$14.46 |
| Inside Commercial 2" | \$53.09 | \$6.95 | \$10.42 | \$13.90 | \$54.15 | \$7.09 | \$10.63 | \$14.18 | \$55.23 | \$7.23 | \$10.84 | \$14.46 |
| Inside Commercial 3" | \$152.49 | \$6.95 | \$10.42 | \$13.90 | \$155.54 | \$7.09 | \$10.63 | \$14.18 | \$158.65 | \$7.23 | \$10.84 | \$14.46 |
| Inside Commercial 4" | \$152.49 | \$6.95 | \$10.42 | \$13.90 | \$155.54 | \$7.09 | \$10.63 | \$14.18 | \$158.65 | \$7.23 | \$10.84 | \$14.46 |
| Inside Commercial 8" | \$244.94 | \$6.95 | \$10.42 | \$13.90 | \$249.84 | \$7.09 | \$10.63 | \$18.22 | \$254.84 | \$7.23 | \$10.84 | \$14.46 |
| Outside Commercial 3/4" | \$27.65 | \$8.92 | \$13.39 | \$17.86 | \$28.20 | \$9.10 | \$13.66 | \$18.22 | \$28.77 | \$9.28 | \$13.93 | \$18.58 |
| Outside Commercial 2" | \$76.70 | \$8.92 | \$13.39 | \$17.86 | \$78.23 | \$9.10 | \$13.66 | \$18.22 | \$79.80 | \$9.28 | \$13.93 | \$18.58 |
| Inside Residential 3/4" | \$20.54 | \$6.95 | \$10.42 | \$13.90 | \$20.95 | \$7.09 | \$10.63 | \$14.18 | \$21.37 | \$7.23 | \$10.84 | \$14.46 |
| Outside Residential 3/4" | \$27.65 | \$8.92 | \$13.39 | \$17.86 | \$28.20 | \$9.10 | \$13.66 | \$18.22 | \$28.77 | \$9.28 | \$13.93 | \$18.58 |

% Increase from Previous Year

| | 35% | Tier 1 Cost/1,000 gallons | 35% |
|---------------------|--------------------|---------------------------------|---------|
| | Sewer Rates | | |
| Inside Residential | \$16.34 | \$5.77 | \$16.67 |
| Inside Commercial | \$16.34 | \$5.77 | \$16.67 |
| Outside Residential | \$24.50 | \$7.07 | \$24.99 |
| Outside Commercial | \$21.24 | \$7.07 | \$21.66 |

Tier 1 - Water (1 to 5,000 gallons)
Tier 2 - Water (5,001 to 8,000 gallons)
Tier 3 - Water (8,000+ gallons)

Tier 1 - Sewer (1+ gallons)

| | 2% | Tier 1 Cost/1,000 gallons | 2% |
|------|---------|---------------------------------|---------|
| | Base | \$17.00 | \$6.00 |
| Base | \$17.00 | \$6.00 | \$17.00 |
| Base | \$25.49 | \$7.36 | \$25.49 |
| Base | \$22.10 | \$7.36 | \$22.10 |

Prepared by:
Turnipseed Engineers
Atlanta, Georgia
December 2020

| CUSTOMER BILL | | | CUSTOMER BILL | | | CUSTOMER BILL | | |
|----------------------|----------|----------|----------------------|----------|----------|----------------------|----------|----------|
| | WATER | SEWER | | WATER | SEWER | | WATER | SEWER |
| BASE % INCREASE | 1.22 | 1.35 | BASE % INCREASE | 1.02 | 1.02 | BASE % INCREASE | 1.02 | 1.02 |
| USAGE % INCREASE | 1.22 | 1.35 | USAGE % INCREASE | 1.02 | 1.02 | USAGE % INCREASE | 1.02 | 1.02 |
| AVERAGE RES-IN USAGE | 3,587 | 3,930 | AVERAGE RES-IN USAGE | 3,500 | 3,900 | AVERAGE RES-IN USAGE | 3,500 | 3,900 |
| BASE | \$ 20.54 | \$ 16.34 | BASE | \$ 20.95 | \$ 16.66 | BASE | \$ 21.37 | \$ 16.99 |
| USAGE | \$ 6.95 | \$ 5.77 | USAGE | \$ 7.09 | \$ 5.88 | USAGE | \$ 7.23 | \$ 6.00 |
| AVERAGE BILL | \$ 45.47 | \$ 39.00 | AVERAGE BILL | \$ 45.76 | \$ 39.60 | AVERAGE BILL | \$ 46.68 | \$ 40.39 |
| % MHI | 1.89% | 1.62% | % MHI | 1.90% | 1.64% | % MHI | 1.94% | 1.67% |
| Conservation Factor | 0.00% | 0.00% | Conservation Factor | 0.00% | 0.00% | Conservation Factor | 0.00% | 0.00% |

| EXPENSES | FY 2020 | | | FY 2021 | | | FY 2022 | | | | |
|---|---------|---------|---------|---------|---------|---------|---------|-------|---------|---------|---------|
| | TOTAL | WATER | SEWER | TOTAL | WATER | SEWER | TOTAL | WATER | SEWER | | |
| OPERATION AND MAINTENANCE | | | | | | | | | | | |
| WATER AND SEWERAGE SALARIES | 112,138 | 56,069 | 56,069 | 1.02 | 72,000 | 37,000 | 35,000 | 1.02 | 73,440 | 37,740 | 35,700 |
| GROUP INSURANCE | 26,618 | 13,309 | 13,309 | 1.02 | 15,500 | 7,500 | 8,000 | 1.02 | 15,810 | 7,650 | 8,160 |
| SOCIAL SECURITY | 4,287 | 2,144 | 2,143 | 1.02 | 4,373 | 2,187 | 2,186 | 1.02 | 4,460 | 2,231 | 2,230 |
| MEDICARE | 4,288 | 2,145 | 2,143 | 1.02 | 4,374 | 2,188 | 2,186 | 1.02 | 4,461 | 2,232 | 2,230 |
| WORKERS COMP | 2,648 | 1,324 | 1,324 | 1.02 | 2,701 | 1,350 | 1,350 | 1.02 | 2,755 | 1,377 | 1,377 |
| ADMINISTRATION - SEWER | 500 | 0 | 500 | 1.02 | 1,000 | 0 | 1,000 | 1.02 | 1,020 | 0 | 1,020 |
| LEGAL | 1,180 | 0 | 1,180 | 1.02 | 1,204 | 0 | 1,204 | 1.02 | 1,228 | 0 | 1,228 |
| AUDIT | 2,040 | 1,020 | 1,020 | 1.02 | 2,081 | 1,040 | 1,040 | 1.02 | 2,122 | 1,061 | 1,061 |
| SEWER TESTING | 4,487 | 0 | 4,487 | 1.02 | 5,000 | 0 | 5,000 | 1.02 | 5,100 | 0 | 5,100 |
| SEWER TAPS | 0 | 0 | 0 | 1.02 | 1,000 | 0 | 1,000 | 1.02 | 1,020 | 0 | 1,020 |
| EQUIPMENT REPAIR | 6,327 | 0 | 6,327 | 1.02 | 6,454 | 0 | 6,454 | 1.02 | 6,583 | 0 | 6,583 |
| PROPERTY INSURANCE | 3,704 | 0 | 3,704 | 1.02 | 3,778 | 0 | 3,778 | 1.02 | 3,854 | 0 | 3,854 |
| INSURANCE (NOT EMPLOYEE BENEFITS) | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 |
| CONTRACTED SERVICES | 145,307 | 91,307 | 54,000 | 1 | 121,307 | 91,307 | 30,000 | 1 | 121,307 | 91,307 | 30,000 |
| ELECTRICITY - SEWERAGE PLANT | 15,066 | 0 | 15,066 | 1.02 | 25,000 | 0 | 25,000 | 1.02 | 25,500 | 0 | 25,500 |
| LP GAS | 3,200 | 0 | 3,200 | 1.02 | 3,264 | 0 | 3,264 | 1.02 | 3,329 | 0 | 3,329 |
| SMALL EQUIPMENT | 4,070 | 0 | 4,070 | 1.02 | 4,151 | 0 | 4,151 | 1.02 | 4,234 | 0 | 4,234 |
| GAS-OIL-VEHICLE | 1,360 | 0 | 1,360 | 1.02 | 1,387 | 0 | 1,387 | 1.02 | 1,415 | 0 | 1,415 |
| OFFICE WATER BILLING | 2,277 | 2,277 | 0 | 1.02 | 2,323 | 2,323 | 0 | 1.02 | 2,369 | 2,369 | 0 |
| OFFICE - ADMIN - OTHER | 1,640 | 1,640 | 0 | 1.02 | 1,673 | 1,673 | 0 | 1.02 | 1,706 | 1,706 | 0 |
| OTHER PROFESSIONAL | 19,201 | 19,201 | 0 | 1.02 | 5,000 | 5,000 | 0 | 1.02 | 5,100 | 5,100 | 0 |
| WATER TESTING | 4,409 | 4,409 | 0 | 1.02 | 4,497 | 4,497 | 0 | 1.02 | 4,587 | 4,587 | 0 |
| WATER TAPS/METERS/LEAKS | 28,389 | 28,389 | 0 | 1.02 | 28,957 | 28,957 | 0 | 1.02 | 29,536 | 29,536 | 0 |
| FILTER - REPAIR/MAINT | 7,785 | 7,785 | 0 | 1.02 | 8,000 | 8,000 | 0 | 1.02 | 8,160 | 8,160 | 0 |
| REPAIRS & MAINTENANCE - TANK | 58,389 | 58,389 | 0 | 1 | 58,389 | 58,389 | 0 | 1 | 58,389 | 58,389 | 0 |
| PROPERTY LIAB | 5,235 | 5,235 | 0 | 1.02 | 5,340 | 5,340 | 0 | 1.02 | 5,446 | 5,446 | 0 |
| POSTAGE | 2,100 | 2,100 | 0 | 1.02 | 2,142 | 2,142 | 0 | 1.02 | 2,185 | 2,185 | 0 |
| TELEPHONE | 3,271 | 3,271 | 0 | 1.02 | 3,336 | 3,336 | 0 | 1.02 | 3,403 | 3,403 | 0 |
| ELECTRICITY - WATER | 17,586 | 17,586 | 0 | 1.02 | 17,938 | 17,938 | 0 | 1.02 | 18,296 | 18,296 | 0 |
| CHEMICALS | 29,629 | 29,629 | 0 | 1.02 | 30,222 | 30,222 | 0 | 1.02 | 30,826 | 30,826 | 0 |
| PLANT/CLEANING SUPPLIES | 2,326 | 2,326 | 0 | 1.02 | 2,373 | 2,373 | 0 | 1.02 | 2,420 | 2,420 | 0 |
| UTO LIAB | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 |
| SMALL TOOLS | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 |
| GA POWER FILTER PLANT | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 |
| GA POWER PUMPING STATIONS | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 |
| CLASSES/CERTI/TRAVEL | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 |
| COMPUTER/SOFTWARE MAINTEN | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 |
| PROFESSIONAL | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 |
| VEHICLE MAINTENANCE | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 |
| HAY FIELD | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 |
| DUES/FEES/PERMITS | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 |
| TESTING EQUIPMENT | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 |
| FIRE HYDRANT MAINT | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 |
| REPAIR-MAINT-SEWAGE | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 | 1.02 | 0 | 0 | 0 |
| SINKING FUND RECD | 2,971 | 2,971 | 0 | 1 | 2,971 | 2,971 | 0 | 1 | 2,971 | 2,971 | 0 |
| RESERVE FUND | 9,325 | 9,325 | 0 | 1 | 9,325 | 9,325 | 0 | 1 | 9,325 | 9,325 | 0 |
| SHORT-LIVED ASSETS | 6,500 | 6,500 | 0 | 1 | 6,500 | 6,500 | 0 | 1 | 6,500 | 6,500 | 0 |
| WATER SYSTEM IMPROVEMENTS | 0 | 0 | 0 | 1.02 | 20,000 | 20,000 | 0 | 1.02 | 20,400 | 20,400 | 0 |
| SEWERAGE SYSTEM IMPROVEMENTS | 0 | 0 | 0 | | 0 | 0 | 0 | | 0 | 0 | 0 |
| ADJUSTMENT FOR AUDIT* | 0 | 0 | 0 | | 0 | 0 | 0 | | 0 | 0 | 0 |
| TOTAL OPERATION AND MAINTENANCE=TO&M (w/o dep) | 538,253 | 368,351 | 169,902 | | 513,557 | 351,557 | 162,000 | | 519,859 | 355,218 | 164,640 |
| DEPRECIATION | 124,989 | 95,424 | 29,565 | | 124,989 | 95,424 | 29,565 | | 124,989 | 95,424 | 29,565 |
| TOTAL OPERATION AND MAINTENANCE (w/ depreciation) | 663,242 | 463,775 | 199,467 | | 638,546 | 446,981 | 191,565 | | 644,848 | 450,642 | 194,205 |
| DEBT SERVICE | | | | | | | | | | | |
| 1978 USDA (EDA & FHA) | 0 | 0 | 0 | | 0 | 0 | 0 | | 0 | 0 | 0 |
| 1997 USDA (WATER LINE RECD) | 29,700 | 29,700 | 0 | | 29,700 | 29,700 | 0 | | 29,700 | 29,700 | 0 |
| 2015 USDA (WATER) | 93,252 | 93,252 | 0 | | 93,252 | 93,252 | 0 | | 93,252 | 93,252 | 0 |
| PROPOSED WATER USDA-RD | 0 | 0 | 0 | | 47,484 | 47,484 | 0 | | 47,484 | 47,484 | 0 |
| PROPOSED SEWER GEFA CWSRF | 0 | 0 | 0 | | 85,152 | 0 | 85,152 | | 85,152 | 0 | 85,152 |
| ADJUSTMENT FOR AUDIT* | 0 | 0 | 0 | | 0 | 0 | 0 | | 0 | 0 | 0 |
| TOTAL DEBT SERVICE=DS | 122,952 | 122,952 | 0 | | 255,588 | 170,436 | 85,152 | | 255,588 | 170,436 | 85,152 |
| TOTAL EXPENSES (w/o depreciation) | 661,205 | 491,303 | 169,902 | | 769,145 | 521,993 | 247,152 | | 775,447 | 525,654 | 249,792 |
| REVENUES | | | | | | | | | | | |
| REVENUE FROM BASE SALES | 255,013 | 161,477 | 93,536 | | 260,000 | 165,000 | 95,000 | | 265,000 | 168,000 | 97,000 |
| REVENUE FROM USAGE SALES | 337,090 | 235,764 | 101,326 | | 363,000 | 252,000 | 111,000 | | 370,000 | 257,000 | 113,000 |
| BULK WATER SALES | 2,584 | 2,584 | 0 | | 2,584 | 2,584 | 0 | | 2,584 | 2,584 | 0 |
| REVENUE FROM PENALTIES | 11,115 | 9,095 | 2,020 | | 11,115 | 9,095 | 2,020 | | 11,115 | 9,095 | 2,020 |
| LP FEES | 850 | 850 | 0 | | 2,000 | 2,000 | 0 | | 850 | 850 | 0 |
| RECONNECT FEES | 3,225 | 3,225 | 0 | | 3,225 | 3,225 | 0 | | 3,225 | 3,225 | 0 |
| ADMIN FEES (SALES TAX CREDIT) | 31,765 | 31,765 | 0 | | 1,000 | 1,000 | 0 | | 0 | 0 | 0 |
| TRANSFER | 0 | 0 | 0 | | 0 | 95,000 | -95,000 | | 0 | 93,000 | -93,000 |
| LEACHATE | 141,000 | 0 | 141,000 | | 140,000 | 0 | 140,000 | | 140,000 | 0 | 140,000 |
| MISC. REVENUE | 12,000 | 12,000 | 0 | | 0 | 0 | 0 | | 0 | 0 | 0 |
| ADJUSTMENT FOR AUDIT* | 0 | 0 | 0 | | 0 | 0 | 0 | | 0 | 0 | 0 |
| TOTAL REVENUES | 794,641 | 456,759 | 337,882 | | 782,924 | 529,904 | 253,020 | | 792,774 | 533,754 | 259,020 |
| COVERAGE | | | | | | | | | | | |
| NET REVENUE=NR | 133,436 | -34,544 | 167,980 | | 13,778 | 7,911 | 5,868 | | 17,327 | 8,099 | 9,228 |

January 21, 2021

Honorable Steve Ledbetter, Mayor
City of Woodbury
18053 Main Street
Woodbury, GA 30293-0297

**RE: Woodbury Wastewater System Improvements
Contract No. 2 – Sewer Line and Manhole Rehabilitation
Emergency Sewer Line Repair**

Dear Mayor Ledbetter:

As you are aware, damage to an existing gravity sewer line has been discovered at a creek crossing near the City's wastewater treatment facility. An existing 12" gravity sewer line crosses the creek just north of the WWTF. Apparently, a tree fell at some point and damaged the line and since that time the creek bank has severely eroded and undermined an existing manhole.

As you can see in the attached photos, this is a very serious situation that needs to be repaired quickly. We have prepared the attached preliminary drawing and cost estimate for the necessary repairs. The gravity sewer line will have to be relocated further away from the existing line and creek bank. We also recommend some stream bank restoration with rip rap where the new pipe will cross the creek.

As shown on the attached preliminary drawing, five manholes will be required along with about 200 LF of 12" ductile iron pipe. We recommend the pipe across the creek be installed in 20" steel casing pipe for added strength and protection of the gravity sewer pipe.

The estimated cost for construction is \$75,000. The fee for preparation of construction drawings and topographic survey is \$8,500 and \$3,500 respectively, which would be invoiced on an hourly not to exceed basis in order to be the least expensive possible.

Funding for this repair could come from the GEFA funding for the sewer rehab project. The negative to using GEFA funds for this is it would take funding away from other system rehabilitation that needs to be done. However, financially the City may not have a choice. Please let us know your thoughts on this.

Another option for funding this repair could come from an Immediate Threat and Danger (IT&D) Grant from the Georgia Department of Community Affairs. The IT&D grant is a 50/50 matching grant, so the City could have grant funds of at least half the

Honorable Steve Ledbetter, Mayor

January 21, 2021

Page 2 of 2

cost if approved. EMI can prepare an IT&D grant application on the City's behalf for a not to exceed fee of \$2,000.

If the City wants to use GEFA funds for all or a portion of the cost we will need to get actual pricing from the Contractor, The Renee Group, and then prepare a change order to their contract.

Please review the information we have provided and let us know if you have any questions. Otherwise, we will be happy to answer any questions at the City Council meeting on January 25th.

Sincerely,

ENGINEERING MANAGEMENT, INC.



Chip McGaughey, P.E.
Vice President

Enclosures

Cc: City Council
Ms. Angel Fowler, Woodbury
Mr. Buck Holmes, Woodbury
Mr. Greg Bennett, EMI

City of Woodbury, Georgia
Emergency Sewer Line Replacement Between Manholes WW1 and WW3
Estimate of Probable Cost
January 2021

CONSTRUCTION

| Description | Units | Quantity | Unit Price | Item Cost |
|---|-------|----------|------------|------------------|
| Doghouse Manholes | EA | 2 | \$ 7,500 | \$ 15,000 |
| Manholes | EA | 3 | \$ 6,500 | \$ 19,500 |
| 12" DIP Gravity Sewer | LF | 200 | \$ 85 | \$ 17,000 |
| Aerial Crossing Including 30 LF 24" Steel Casing, Concrete Anchors, 12" Restrained Joint DIP | LS | 1 | \$ 10,000 | \$ 10,000 |
| Debris Removal, Stream Channel Restoration, Bank Stabilization with Rip Rap | LS | 1 | \$ 12,000 | \$ 12,000 |
| Erosion Control & Grassing | LS | 1 | \$ 1,500 | \$ 1,500 |
| Total Estimated Cost for Construction | | | | \$ 75,000 |

SUPPORT COSTS

| | | | | |
|--|--|--|--|------------------|
| Design Engineering & Preparation of Change Order | | | | \$ 8,500 |
| Topo Survey | | | | \$ 3,500 |
| Total Estimated Support Costs | | | | \$ 12,000 |

Total Estimated Cost Emergency Sewer Line Replacement = \$ 87,000





