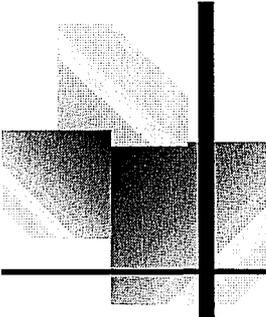




Welcome Home

**January Monthly Reports
February 2013**



CITY OF WEST POINT

Prayer

MINUTES January 14, 2012

FINANCIAL REPORTS

APPROVAL OF ORDER OF AGENDA

COUNCIL MEETING AGENDA: MONDAY, FEB 11TH @ 6 PM

OLD BUSINESS

Charter Amendment

NEW BUSINESS

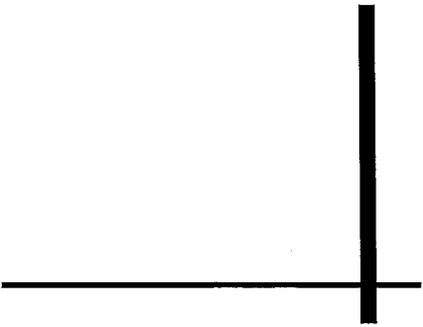
Proclamation for Black History Month

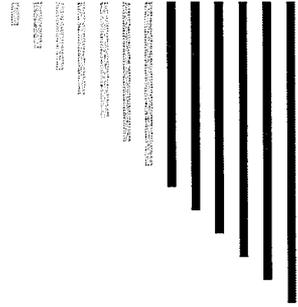
Re-appointment Richard Fuller & Kris Cagle to Troup County Parks & Recreation Board

TABLED ITEMS (IF NEEDED)

ADJOURNED

Next Work Session Tuesday, February 26th @ 6 PM





MINUTES



The regular meeting of the Mayor and Council was held in the Council room of West Point City Hall January 14, 2013 at 6:00 P.M. with Mayor A. Drew Ferguson IV presiding.

Members Present:

Councilmember Joseph R. Downs III
Councilmember Gerald W. Ledbetter
Councilmember Gloria R. Marshall
Councilmember Sandra Thornton
Councilmember Benjamin F. Wilcox
Councilmember Judy L. Wilkinson

Members Absent:

Mayor Ferguson called Rev. Donnie Brown, Shawmut United Methodist Church, for opening prayer.

Mayor Ferguson asked everyone attending the meeting to join him in wishing Councilmember Sandra Thornton Happy Birthday.

Mayor Ferguson called the meeting of the Mayor and City Council to order and welcomed everyone.

MINUTES

Mayor Ferguson asked for a motion to approve the minutes from the December 10, 2012 regular meeting. Councilmember Joseph R. Downs III made said motion and was seconded by Councilmember Gloria R. Marshall; the minutes were **approved unanimously without change**.

FINANCIAL REPORT

Councilmember Judy Wilkinson presented the December financial report with the January cash position and forecast and made a motion to accept the report; motion seconded by Councilmember Gerald W. Ledbetter and **passed unanimously**.

AGENDA

Mayor Ferguson asked for a motion to approve the agenda. Councilmember Sandra Thornton made said motion and seconded by Councilmember Gloria R. Marshall and **passed unanimously**.

RESOLUTION FOR CITY RETIREE LARRY DOUGLAS

Mayor Ferguson read a resolution and presented it to Larry Douglas for thirty five years of service. Larry Douglas retired December 31, 2012 from the Street Department.

PROCLAMATION FOR MALINDA POWERS, HPC

Mayor Ferguson read a proclamation and presented it to Malinda Powers for her years of service and the time she freely gave to support the Historic Preservation Committee.

RECOGNIZE THOMAS SCOTT ON BEHALF CITY OF HAMILTON

Mayor Ferguson recognized Director of Street and Sanitation, Thomas Scott for the work and support he and his employees gave to City of Hamilton during the recent tornado that caused damage in the county.

DEPOT FEES

Councilmember Judy Wilkinson made a motion to adopt the Facility Fee Schedule for the Depot with the amendments of \$100.00 pay for the attendant and eight hours only rentals for Saturdays. Councilmember Sandra Thornton seconded the motion; **carried unanimously**.

MAYOR PRO-TEMPORE

Mayor Ferguson asked for a motion to name a Mayor Pro-Tem for 2013. Councilmember Gloria R. Marshall made a motion to nominate Councilmember Benjamin F. Wilcox. The motion was seconded by Councilmember Joseph R. Downs III; **carried unanimously**. Councilmember Joseph R. Downs III made a motion to appoint Councilmember Benjamin F. Wilcox by acclamation motion **carried unanimously**.

APPOINTMENT CITY OFFICERS

Councilmember Joseph R. Downs III made a motion to appoint Wesley Leonard as Municipal Court Judge, Kenneth D. Rearden as Recorder Pro-Tempore, Julian A. Mack as Prosecuting Attorney, Jeffery Todd as Assistant Prosecuting Attorney, Jeffery Todd as City Attorney, and Mark Carlton as Public Defender for the City of West Point by acclamation motion **carried unanimously**.

SWEARING IN OF ELECTED CITY OFFICERS

Mayor Ferguson administered the oath of office to Municipal Court Judge Wesley Leonard, City Recorder Pro-Tempore Kenneth D. Rearden, Prosecuting Attorney Julian Mack, and Assistant Prosecuting Attorney and City Attorney Jeffery M. Todd, and Public Defender Mark Carlton.

BUDGET AMENDMENT

Mayor Ferguson asked for a motion to pass a resolution to amend the City of West Point 2012 Budget originally adopted to reflect the actual total revenues and expenditures at the end of fiscal year 2012. Councilmember Joseph R. Downs III made said motion and the motion was seconded by Councilmember Gloria R. Marshall; **carried unanimously.**

ESTABLISH QUALIFYING FEES FOR 2013 MUNICIPAL ELECTIONS

Councilmember Benjamin F. Wilcox read a resolution in a form of a motion establishing qualifying fees for the 2013 Municipal Election. The qualifying fee for the office of Council Member is ninety \$90.00 and \$117.00 for Mayor. Councilmember Judy Wilkinson seconded motion **carried unanimously.**

CLOSURE OF AVENUE D

Councilmember Sandra Thornton made a motion to pass a resolution to closed the section of Avenue D that runs between the old West Point High School building and the gymnasium. The closing of the street will allow an additional 65 parking spaces and three handicap parking for the public. Councilmember Benjamin F. Wilcox seconded the motion; **carried unanimously.**

ANTI LITEM NOTICE

Councilmember Gerald W. Ledbetter made a motion to deny an Anti Litem Notice submitted on behalf of Kathy Wolf. Councilmember Joseph R. Downs III seconded the motion; **carried unanimously.**

ELECTRIC CITIES OF GEORGIA PARTICIPANT CONTRACT

Mayor Ferguson asked for a motion to adopt a resolution to approve an intergovernmental contract between the City of West Point and Electric Cities of Georgia Inc. The contract allows the City of West Point to receive Services from Electric Cities of Georgia that will provide more long term stability respecting each independent service and more flexibility to improve existing services over time and develop new services while protecting the participant's right and option respecting the services as much as

practicable. Councilmember Benjamin F. Wilcox made said motion and seconded by Councilmember Gerald W. Ledbetter; **carried unanimously.**

OTHER

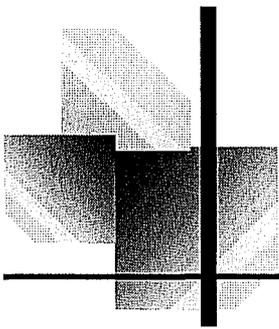
Mayor Ferguson reminded everyone of the Martin Luther King Unity Breakfast held by Lambda Zeta Omega Chapter of Alpha Kappa Alpha Sorority, Inc at Bethlehem Baptist Church on Saturday, January 19, 2013 at 8:00 -10:00 a.m.

ADJOURN

There being no further business, the meeting was adjourned.

Richard McCoy
City Clerk

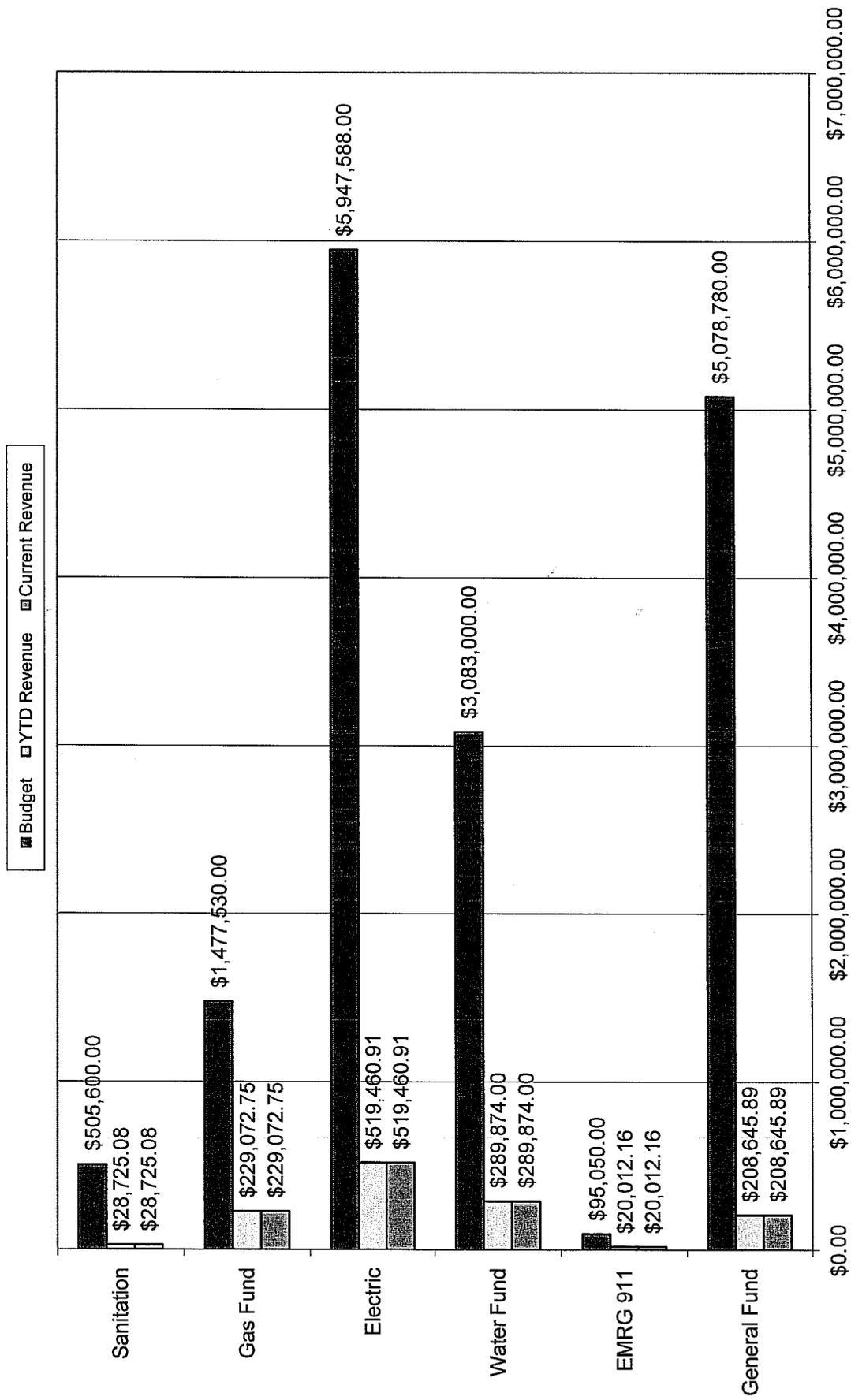
A. Drew Ferguson IV
Mayor



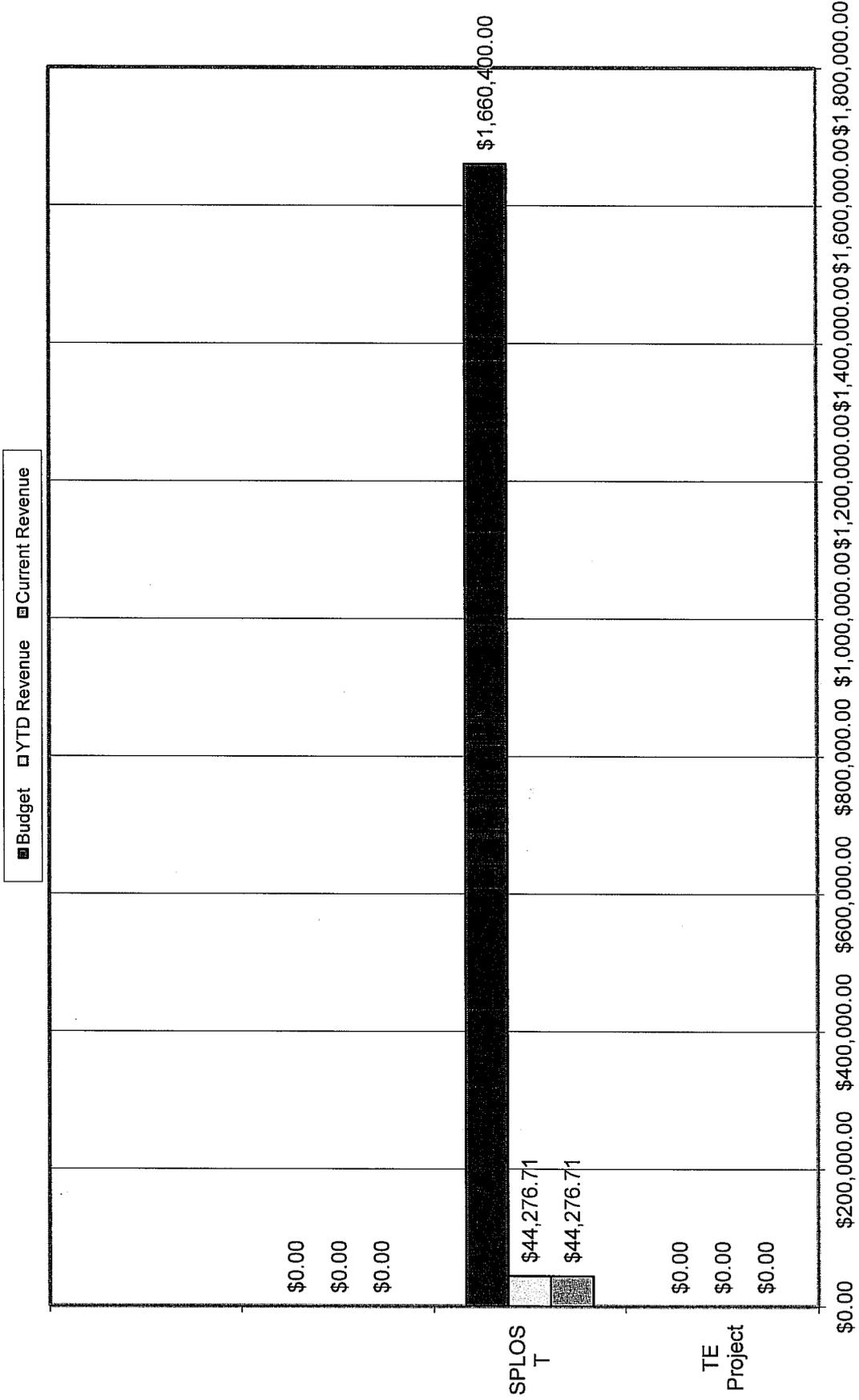
FINANCIAL REPORT



Budget Revenue Comparison January, 2013



Budget Revenue Comparison January, 2013



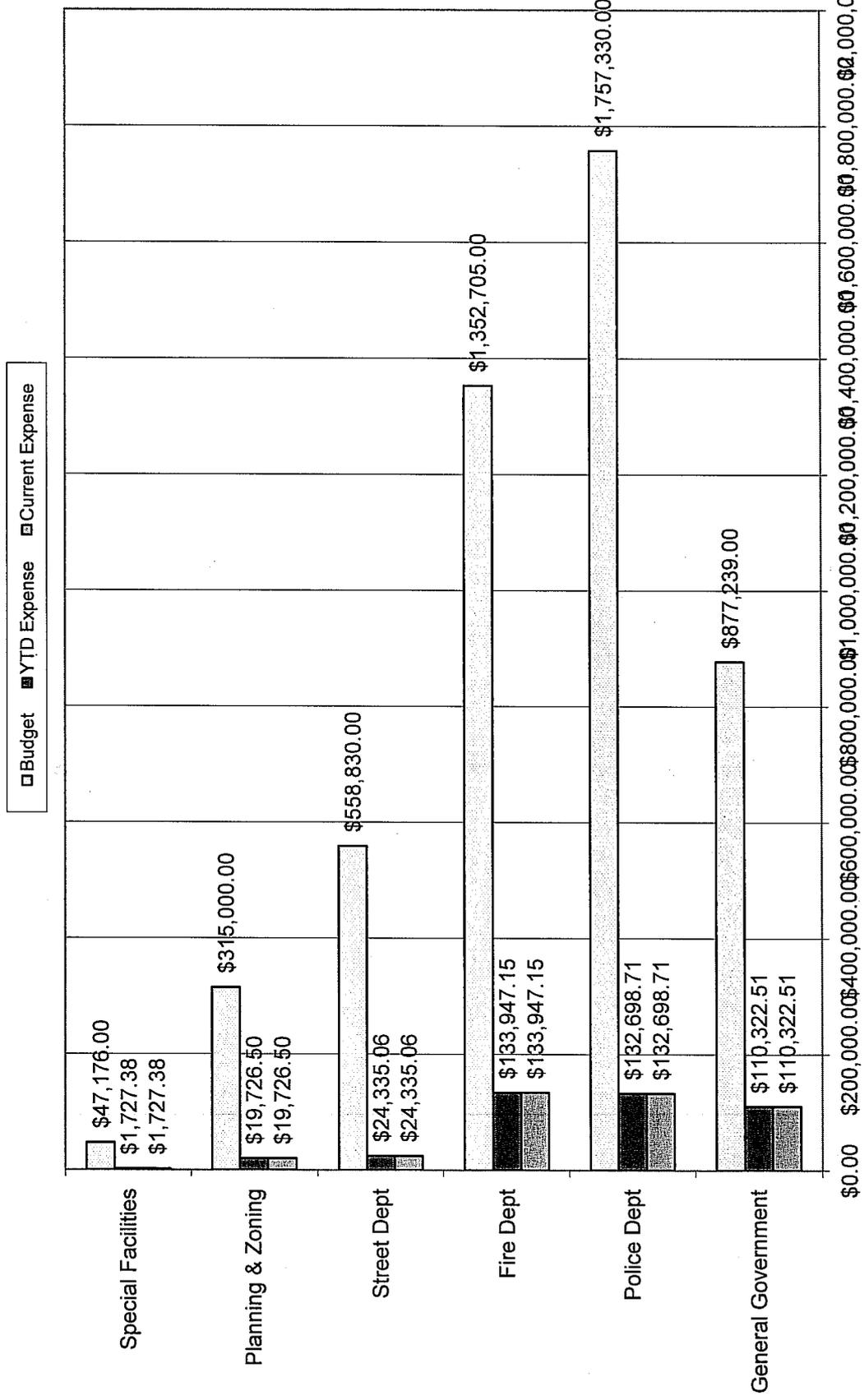


City of West Point Financial Report January, 2013

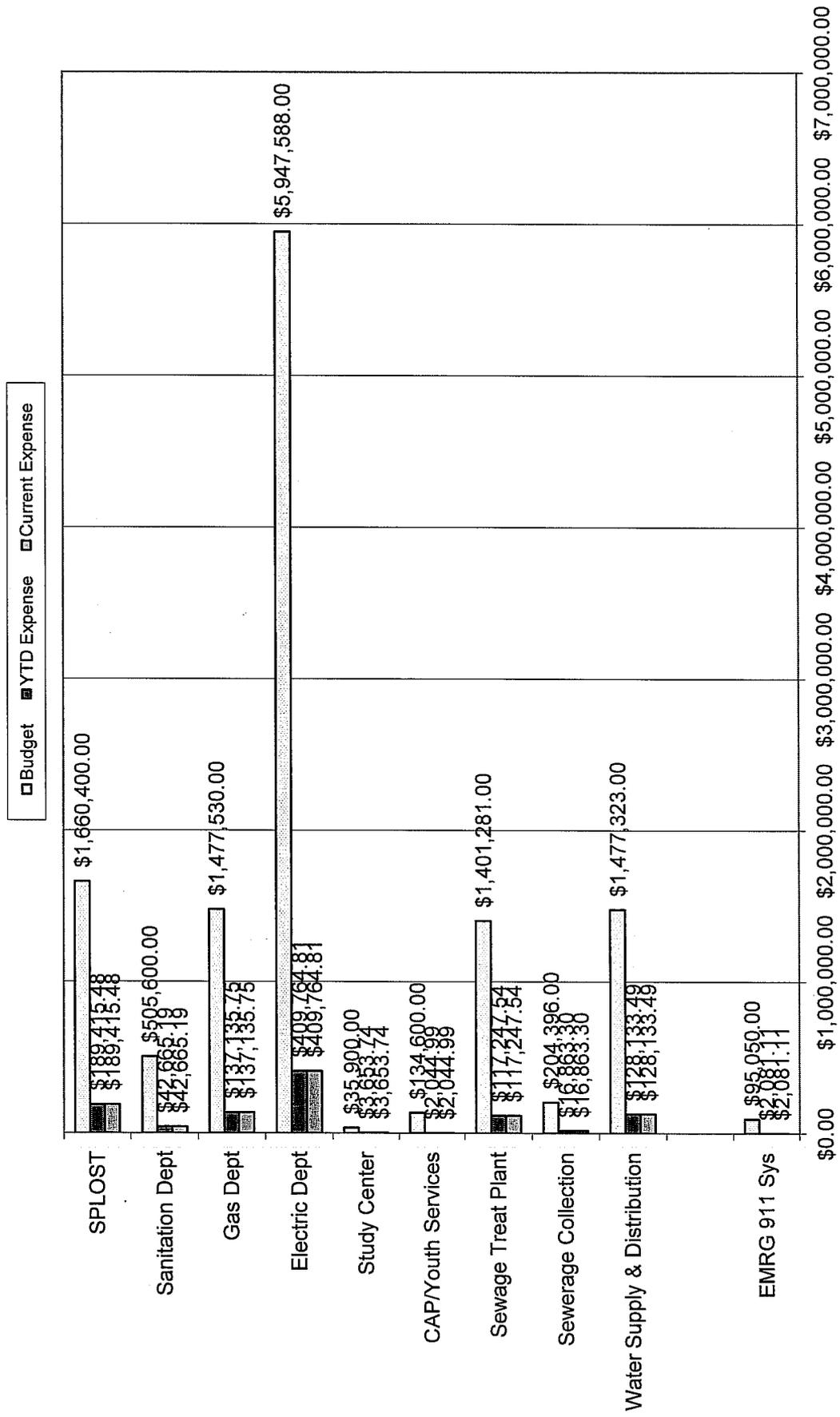
EXPENSES

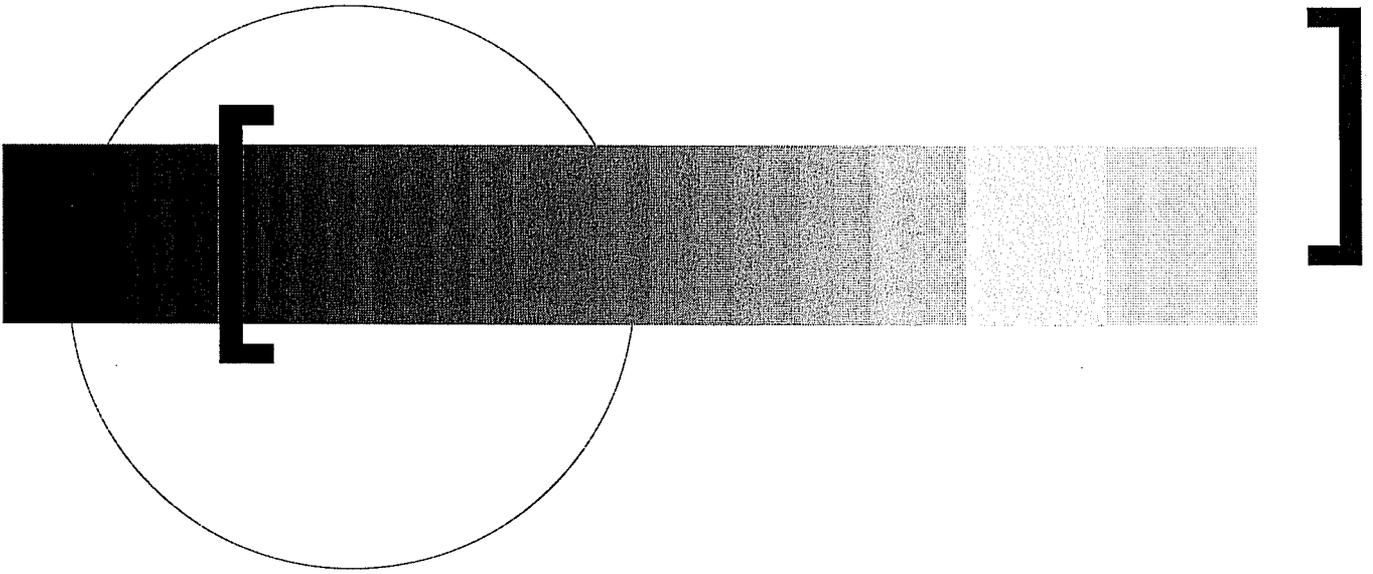
General Government	Police Dept	Fire Dept	Street Dept
\$110,322.51	\$132,698.71	\$133,947.15	\$24,335.06
\$110,322.51	\$132,698.71	\$133,947.15	\$24,335.06
\$877,239.00	\$1,757,330.00	\$1,352,705.00	\$558,830.00
12.58%	7.55%	9.90%	4.35%
Planning & Zoning	Tech Center	EMRG 911 SYS	Water Dept
\$19,726.50	\$1,727.38	\$2,081.11	\$128,133.49
\$19,726.50	\$1,727.38	\$2,081.11	\$128,133.49
\$315,000.00	\$47,176.00	\$95,050.00	\$1,477,323.00
6.26%	3.66%	2.19%	8.67%
Sewer/ Sewer Disp	Electric Dept	Gas Dept	Sanitation Dep
\$134,110.84	\$409,764.81	\$137,135.75	\$42,665.19
\$134,110.84	\$409,764.81	\$137,135.75	\$42,665.19
\$1,605,677.00	\$5,947,588.00	\$1,477,530.00	\$505,600.00
8.35%	6.89%	9.28%	8.44%
SPLOST	Study Center	CAP/Youth Services	
\$189,415.48	\$3,653.74	\$2,044.99	
\$189,415.48	\$3,653.74	\$2,044.99	
\$1,660,400.00	\$35,900.00	\$134,600.00	
11.41%	10.18%	1.52%	
All Funds	Total All Departments	Total YTD Expenses	Total YTD Expenses
\$1,340,067.50	\$1,340,067.50	\$17,847,948.00	\$1,471,762.71
\$1,471,762.71	\$1,471,762.71	Budget	Budget
(\$131,695.21)	(\$131,695.21)	over/under	Percentage
			8.25%

Budget Expense Comparison January, 2013



Budget Expense Comparison January, 2013





DEPARTMENT REPORTS

Fire Department

Planning Department

Police Department

Public Works

Utility Department

**City of West Point
Fire Department
P.O. Box 487
West Point, GA 31833**

MONTHLY ACTIVITY REPORT

January 2013

FIRE RESPONSES

Structure / Residential	1
Structure / Business	7
Vehicle	0
Ground Cover, Trash	3
Hazardous Materials	0
Rescue, M.V.A.	6
False Alarms	4
Mutual Aid Responses	1
Other Responses	0
Total Fire Responses	22

EMERGENCY MEDICAL SERVICE RESPONSES

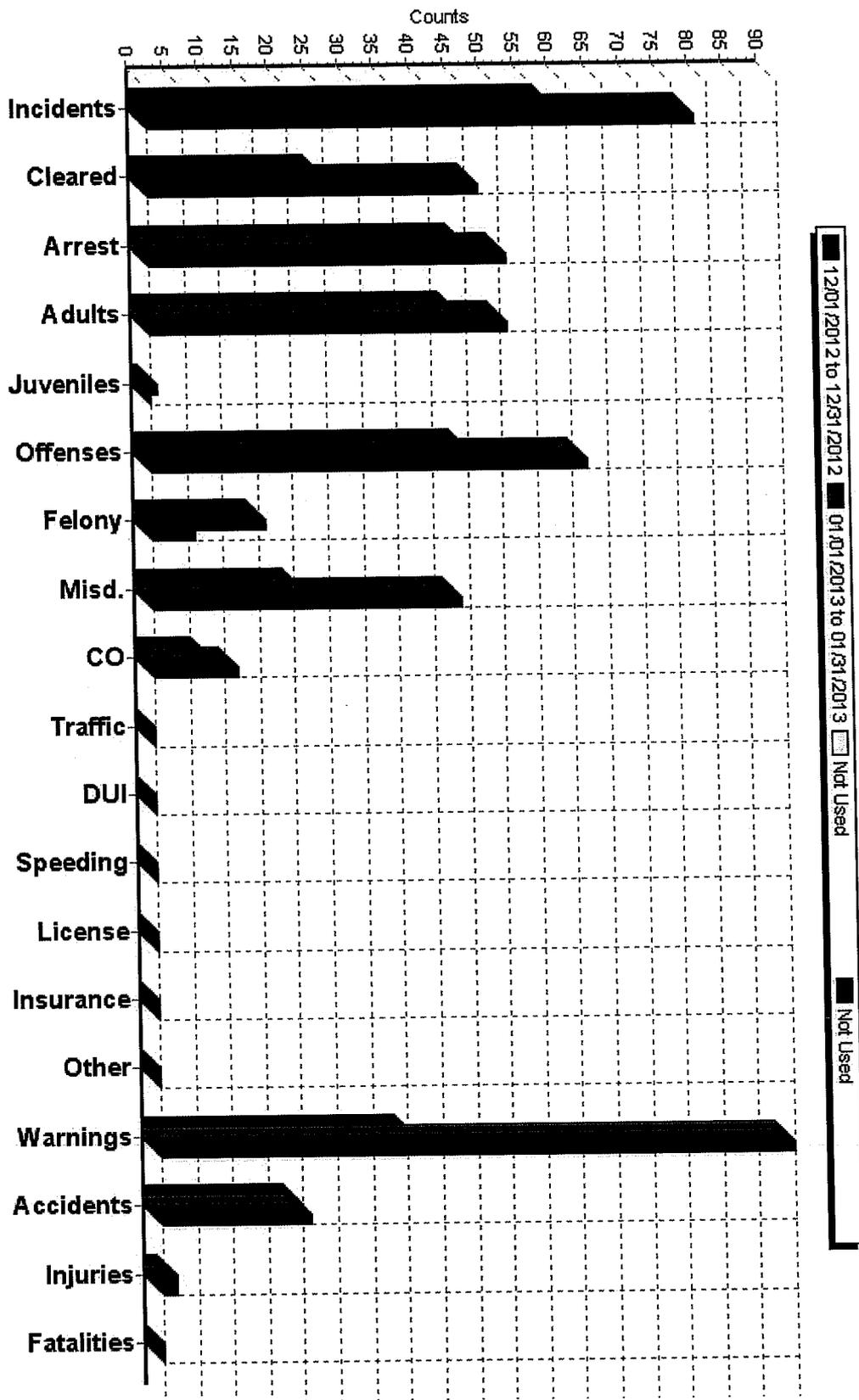
FACILITY	TRIPS
Lanier Memorial	22
West Ga. Medical	16
East Al. Medical	1
Columbus Medical Center	0
Landing Zone	0
Non-Transport	14
Total E.M.S. Responses	53

Comparative Analysis

Compare Method – 2 Month Starting on 12-01-2012

	December 1, 2012 December 31, 2012	January 1, 2013 January 31, 2013
911 CENTER	178	190
IN PERSON	61	46
OFFICER INITIATED	252	614
OTHER AGENCY	19	14
PHONE	102	138
Total Dispatches	612	1002
Total Incidents	58	78
Total Incidents Cleared	25	47
03A-03A – 31- ROBBERY OFFENSE – FIREARM	1	0
03D-03D - 34 – ROBBERY OFFENSE –OTHER DANGEROUS WEAP	0	1
04A -04A – 41 – AGGRAVATED ASSAULT OFFENSE – FIREARM	1	1
06O - 06O – 60 – LARGENY/THEFT OFFENSE	4	4
07A – 07A – 71 - MOTOR VEHICLE THEFT OFFENSE–AUTOMOBILE	1	0
08O – 04E – 45 – SIMPLE ASSAULT/BATTERY/TERRORISTIC THREAT	1	10
110 – FRUADULENT ACTIVITY OFFENSE	0	1
140 – DAMAGE TOPROPERTY OFFENSE	0	1
150 – WEAPONS VIOLATION OFFENSE	0	1
180 – NARCOTIC DRUG LAWS OFFNESES	0	5
200 – FAMILY OFFENSE	0	1
210 – DRIVING UNDER THE INFLUENCE OF DRUGS/ALCOHOL OFF	1	4
240 – PUBLIC PEACE OFFENSE	1	2
260 – MISCELLANEOUS OFFENSES	4	10
Arrest Total Offenses	33	60
Arrest – Felony Offenses	16	6
04A – 41 AGGRAVATED ASSAULT OFFENSE – FIREARM	1	0
04C - 43 AGGRAVATED ASSAULT OFFENSE – OTHER DANGEROUS	0	1
04E – 45 SIMPLE ASSUALT/BATTERY/TERRORISTIC THREAT	0	1
EMBEZZLEMENT/THEFT BY CONVERSION OFFENSE	0	1
DAMAGE TO PROPERTY OFFENSE	1	0
NARCOTIC DRUG LAWS OFFENSES	13	3
MISCELLANEOUS OFFENSES	1	0
Arrest – Misdemeanor Offenses	22	44
Arrest – City Ordinance Offenses	8	12
Traffic - Total	60	67
Traffic – DUI	4	1
Traffic – Speeding	15	26
Traffic – License	7	8
Traffic – Insurance	5	9
Traffic – Other	28	23
Traffic – Warnings	35	90
Accidents - Total	19	19
Accidents – Total Injuries	2	2
Accidents – Total Fatalities	0	0

Comparative Analysis
Compare Method - 2 Month Starting on 12/01/2012



Call Volume per Day

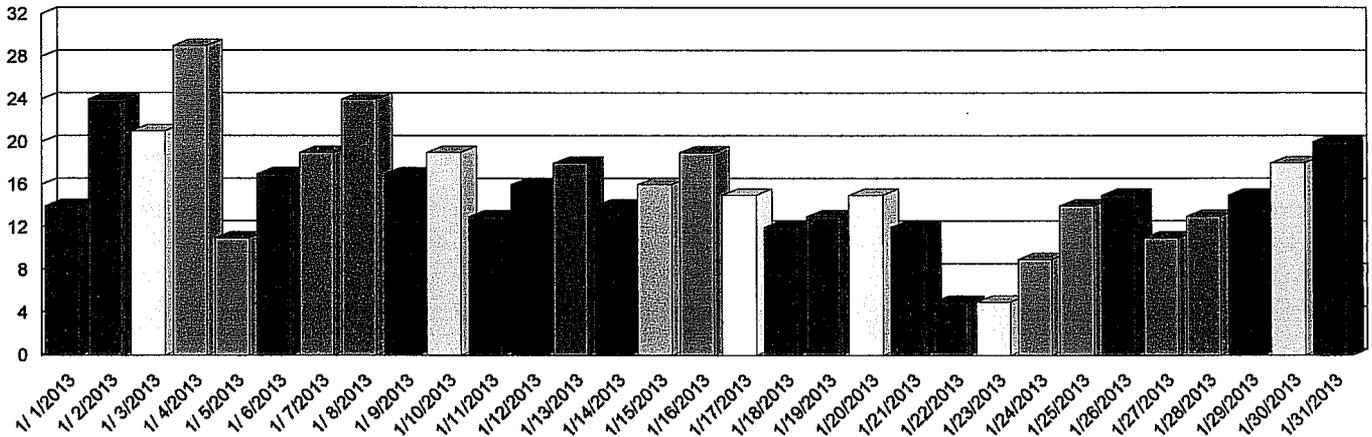
Report Period : 1/1/2013 00:00:00 To 1/31/2013 23:59:59

Last Data Transfer : 2/1/2013 08:00:08

Call Types : Incoming, Outgoing, Abandoned

Valid ANI : True

Number of Calls : 483

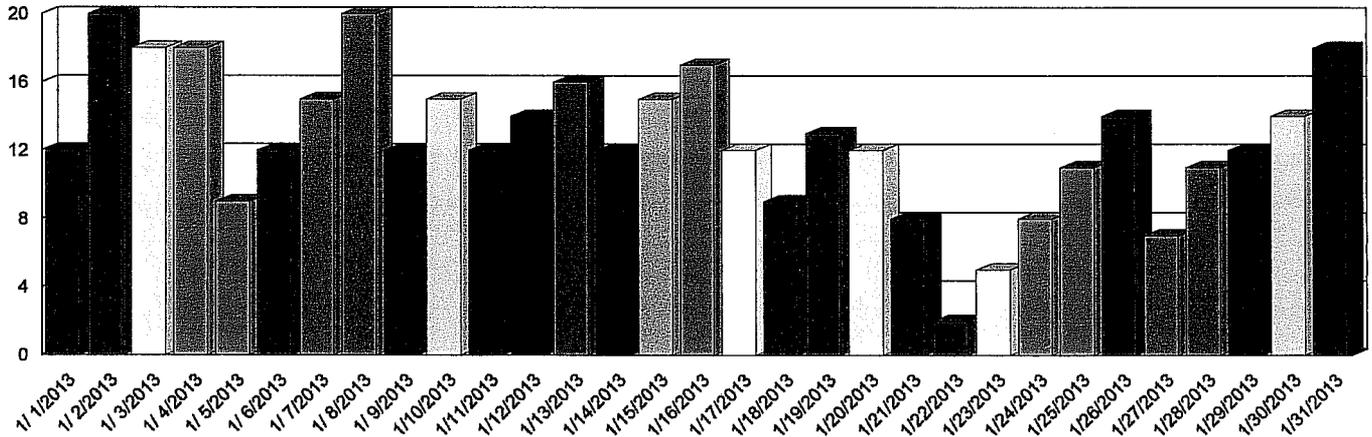


<u>Day</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
1/ 1/2013	14	2.90	2.90
1/ 2/2013	24	4.97	7.87
1/ 3/2013	21	4.35	12.22
1/ 4/2013	29	6.00	18.22
1/ 5/2013	11	2.28	20.50
1/ 6/2013	17	3.52	24.02
1/ 7/2013	19	3.93	27.95
1/ 8/2013	24	4.97	32.92
1/ 9/2013	17	3.52	36.44
1/10/2013	19	3.93	40.37
1/11/2013	13	2.69	43.06
1/12/2013	16	3.31	46.38
1/13/2013	18	3.73	50.10
1/14/2013	14	2.90	53.00
1/15/2013	16	3.31	56.31
1/16/2013	19	3.93	60.25
1/17/2013	15	3.11	63.35
1/18/2013	12	2.48	65.84
1/19/2013	13	2.69	68.53
1/20/2013	15	3.11	71.64
1/21/2013	12	2.48	74.12
1/22/2013	5	1.04	75.16
1/23/2013	5	1.04	76.19
1/24/2013	9	1.86	78.05
1/25/2013	14	2.90	80.95
1/26/2013	15	3.11	84.06
1/27/2013	11	2.28	86.34
1/28/2013	13	2.69	89.03
1/29/2013	15	3.11	92.13
1/30/2013	18	3.73	95.86

<u>Day</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
1/31/2013	20	4.14	100.00
	<u>483</u>	<u>100.00</u>	

Call Volume per Day

Report Period : 1/1/2013 00:00:00 To 1/31/2013 23:59:59
Last Data Transfer : 2/1/2013 08:00:08
Call Types : Incoming
Valid ANI : True
Number of Calls : 393

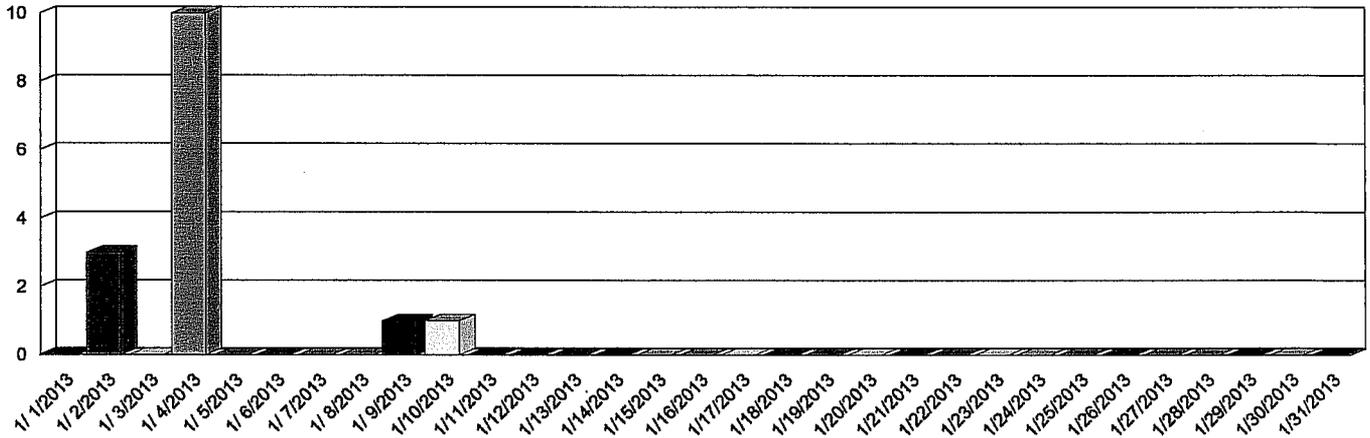


<u>Day</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
1/ 1/2013	12	3.05	3.05
1/ 2/2013	20	5.09	8.14
1/ 3/2013	18	4.58	12.72
1/ 4/2013	18	4.58	17.30
1/ 5/2013	9	2.29	19.59
1/ 6/2013	12	3.05	22.65
1/ 7/2013	15	3.82	26.46
1/ 8/2013	20	5.09	31.55
1/ 9/2013	12	3.05	34.61
1/10/2013	15	3.82	38.42
1/11/2013	12	3.05	41.48
1/12/2013	14	3.56	45.04
1/13/2013	16	4.07	49.11
1/14/2013	12	3.05	52.16
1/15/2013	15	3.82	55.98
1/16/2013	17	4.33	60.31
1/17/2013	12	3.05	63.36
1/18/2013	9	2.29	65.65
1/19/2013	13	3.31	68.96
1/20/2013	12	3.05	72.01
1/21/2013	8	2.04	74.05
1/22/2013	2	0.51	74.55
1/23/2013	5	1.27	75.83
1/24/2013	8	2.04	77.86
1/25/2013	11	2.80	80.66
1/26/2013	14	3.56	84.22
1/27/2013	7	1.78	86.01
1/28/2013	11	2.80	88.80
1/29/2013	12	3.05	91.86
1/30/2013	14	3.56	95.42

<u>Day</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
1/31/2013	18	4.58	100.00
	<u>393</u>	<u>100.00</u>	

Call Volume per Day

Report Period : 1/1/2013 00:00:00 To 1/31/2013 23:59:59
Last Data Transfer : 2/1/2013 08:00:08
Call Types : Outgoing
Valid ANI : True
Number of Calls : 15

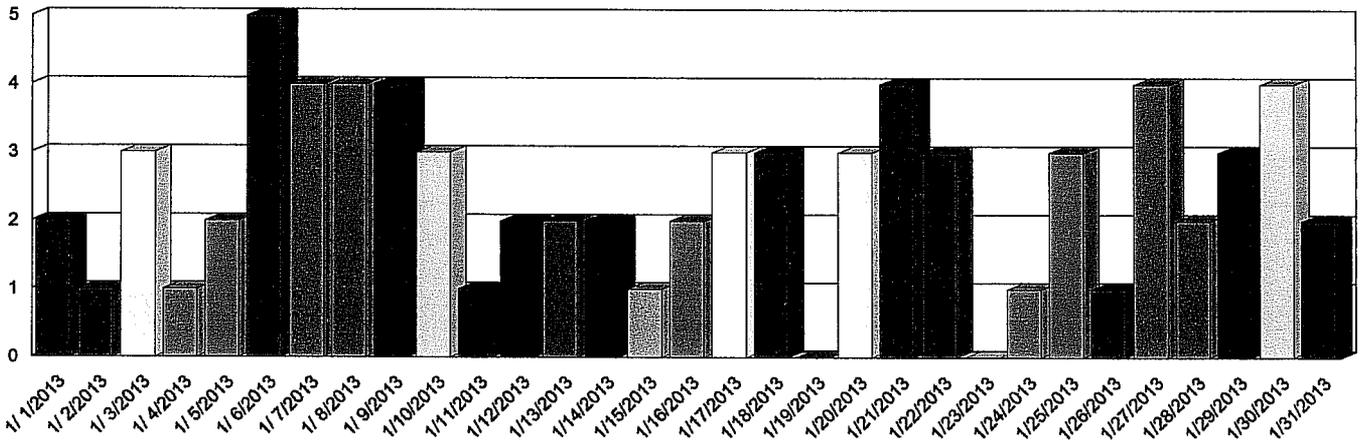


<u>Day</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
1/ 1/2013	0	0.00	0.00
1/ 2/2013	3	20.00	20.00
1/ 3/2013	0	0.00	20.00
1/ 4/2013	10	66.67	86.67
1/ 5/2013	0	0.00	86.67
1/ 6/2013	0	0.00	86.67
1/ 7/2013	0	0.00	86.67
1/ 8/2013	0	0.00	86.67
1/ 9/2013	1	6.67	93.33
1/10/2013	1	6.67	100.00
1/11/2013	0	0.00	100.00
1/12/2013	0	0.00	100.00
1/13/2013	0	0.00	100.00
1/14/2013	0	0.00	100.00
1/15/2013	0	0.00	100.00
1/16/2013	0	0.00	100.00
1/17/2013	0	0.00	100.00
1/18/2013	0	0.00	100.00
1/19/2013	0	0.00	100.00
1/20/2013	0	0.00	100.00
1/21/2013	0	0.00	100.00
1/22/2013	0	0.00	100.00
1/23/2013	0	0.00	100.00
1/24/2013	0	0.00	100.00
1/25/2013	0	0.00	100.00
1/26/2013	0	0.00	100.00
1/27/2013	0	0.00	100.00
1/28/2013	0	0.00	100.00
1/29/2013	0	0.00	100.00
1/30/2013	0	0.00	100.00

<u>Day</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
1/31/2013	0	0.00	100.00
	<u>15</u>	<u>100.00</u>	

Call Volume per Day

Report Period : 1/1/2013 00:00:00 To 1/31/2013 23:59:59
Last Data Transfer : 2/1/2013 08:00:08
Call Types : Abandoned
Valid ANI : True
Number of Calls : 75



<u>Day</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
1/ 1/2013	2	2.67	2.67
1/ 2/2013	1	1.33	4.00
1/ 3/2013	3	4.00	8.00
1/ 4/2013	1	1.33	9.33
1/ 5/2013	2	2.67	12.00
1/ 6/2013	5	6.67	18.67
1/ 7/2013	4	5.33	24.00
1/ 8/2013	4	5.33	29.33
1/ 9/2013	4	5.33	34.67
1/10/2013	3	4.00	38.67
1/11/2013	1	1.33	40.00
1/12/2013	2	2.67	42.67
1/13/2013	2	2.67	45.33
1/14/2013	2	2.67	48.00
1/15/2013	1	1.33	49.33
1/16/2013	2	2.67	52.00
1/17/2013	3	4.00	56.00
1/18/2013	3	4.00	60.00
1/19/2013	0	0.00	60.00
1/20/2013	3	4.00	64.00
1/21/2013	4	5.33	69.33
1/22/2013	3	4.00	73.33
1/23/2013	0	0.00	73.33
1/24/2013	1	1.33	74.67
1/25/2013	3	4.00	78.67
1/26/2013	1	1.33	80.00
1/27/2013	4	5.33	85.33
1/28/2013	2	2.67	88.00
1/29/2013	3	4.00	92.00
1/30/2013	4	5.33	97.33

<u>Day</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
1/31/2013	2	2.67	100.00
	<u>75</u>	<u>100.00</u>	

Public Works Department Activity Report

January 2013

Preventive maintenance on storm water collection system

Grind at land field

Patch with 13 Tons

Haul Sludge for the W.P.C.P.

Trim limbs on the R-O-W

Clean off storm drains and repair

Service and repair Equip.

Pick up litter on R-O-W

Cut R-O-W

Cemetery maintenance

Help with W8TH TE project

Repair wash out on Parkway

Repair wash out on Hwy #18

Help at Gym

January 2013 Utility Departments Report

CITY OF WEST POINT

Gas Department/Utility Protection

For the month of January, 2013

task desc	Gas Crew & Utility Protection	department total
INVESTIGATE CUSTOMER COMPLANT	1	1
MISCELLANEOUS	3	3
LOCATE UNDERGROUND UTILITIES	21	21
METER READING COMPLAINT	1	1
INVESTIGATE A REPORTED GAS LEAK	1	1
RETAKE UG LOCATES	7	7
REPORT OF GAS LEAK	1	1
ATMOSPHERIC CORROSION MONITORING & MAINTENANCE	21	21
WITNESS PRESSURE TEST	4	4
GRAND TOTAL	60	60

CITY OF WEST POINT

Power & Lights

For the month of January, 2013

task desc	Electric Crew	department total
INVESTIGATE CUSTOMER COMPLANT	4	4
MISCELLANEOUS	18	18
CUT TREE OR LIMB	1	1
CHANGE METER	5	5
CHANGE SERVICE	1	1
REPAIR STREET LIGHT	8	8
REPAIR SECURITY LIGHT	3	3
INSTALL STREET LIGHT	1	1
POWER OUTAGE	12	12
REPAIR TRAFFIC LIGHT (CITY)	1	1
GRAND TOTAL	54	54

CITY OF WEST POINT

SERVICE TRUCK

For the month of January, 2013

task desc	Field Customer Service	department total
CITY HALL WORK ORDER	1	1
TURN ON UTILITIES	19	19
TURN OFF UTILITIES	19	19
READ-IN / READ-OUT UTILITIES	7	7
GRAND TOTAL	46	46

CITY OF WEST POINT

Sewer Department

For the month of January, 2013

task desc	Sewer Crew	department total
INVESTIGATE CUSTOMER COMPLANT	1	1
MISCELLANEOUS	1	1
REPAIR SERVICE LINE	1	1
SEWER JET LINE	1	1
SEWER BACK UP	5	5
GRAND TOTAL	9	9

CITY OF WEST POINT

Water Distribution

For the month of January, 2013

task desc	Water Distribution Crew	Gas Crew & Utility Protection	department total
INVESTIGATE CUSTOMER COMPLANT	1	0	1
MISCELLANEOUS	6	0	6
REPAIR SERVICE LINE	3	0	3
REPAIR LEAK IN SERVICE LINE	4	0	4
CHECK WATER PRESSURE	1	0	1
METER READING COMPLAINT	0	11	11
INSTALL, RENEW, RELOCATE, REINSTATE, ABANDON SERVICE	1	0	1
GRAND TOTAL	16	11	27

Water Treatment Plant

August, 2012

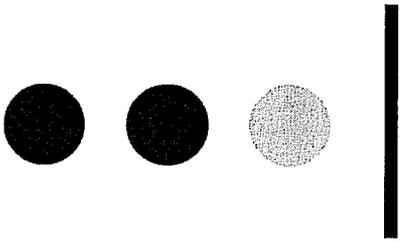
34,060,000 Gallons Withdrawn From River (Average 1,098,709 GPD)

28,729,000 Gallons Pumped to System (Average 926,741 GPD)

Wastewater Treatment Plant

August, 2012

33,934,000 Gallons Discharged to River (Average 1,094,645 GPD)



NEW BUSINESS

Proclamation
Black History Month

WHEREAS, in 1976, Black History Month was formally adopted to honor and affirm the importance of Black History throughout our American experience; and

WHEREAS, the history of people of African heritage goes back thousands of years and includes some of the greatest, most advanced and innovative societies in the history of human existence; and

WHEREAS, African Americans have played a significant role in history from the early days of the pioneers to our present day leaders in such industries as aerospace, finance, government, and international trade; and

WHEREAS, Black History Month is a time for all Americans to reflect on the rich history and teachings of African Americans whose contributions are vast and wide; and

WHEREAS, during Black History Month all Americans are encouraged to reflect on the rich history and teachings of African-Americans and bear witness to the progress, beauty, and achievements they have made throughout our country; and

NOW, THEREFORE, I, A. Drew Ferguson, IV, Mayor, do hereby proclaim the month of February 2013 to be "**BLACK HISTORY MONTH**" in the City of West Point. I encourage all City of West Point residents to join me in celebrating the collective ingenuity, creativity, cultures, and traditions of African-Americans.

Dated this 11th day of February in the year of our Lord Two Thousand and Thirteen.

A. Drew Ferguson, IV
Mayor, City of West Point

LEWIS, TAYLOR & TODD, P.C.

ATTORNEYS AT LAW

SUITE 3

205 NORTH LEWIS STREET

POST OFFICE DRAWER 1027

LAGRANGE, GEORGIA 30241

JOHN M. TAYLOR
JEFFREY M. TODD
BRYAN G. FORSYTH

JAMES R. LEWIS
(1928-1996)
GEORGE E. SIMS, JR.
(1917-1967)
FAX (706) 882-4905
TELEPHONE (706) 882-2501

January 17, 2013

Mr. Ed Moon, City Manager
CITY OF WEST POINT
P.O. Box 487
West Point, Georgia 31833-0487

RE: City of West Point Home Rule Charter Amendment

Dear Ed:

As we discussed, modifying the City Charter to remove certain offices from Section 14 is certainly possible without intervention of the General Assembly, but will require additional steps as compared to a routine West Point ordinance.

The Home Rule Act of 1965 (O.C.G.A. § 36-35-1, et seq.) allows for Charter modification, but requires two readings of the ordinance. The first and second readings may not be less than 7 nor more than 60 days apart. Moreover, we must publish a notice containing a synopsis of the amendment in "a newspaper of general circulation" in West Point once a week for 3 weeks within 60 days prior to final adoption. If we assume that each reading takes place at a regular meeting, the ordinance will be first read in February and adopted in March.

Enclosed herewith please find a copy of the proposed ordinance for your review and comment. Also, please let me know if this schedule for adoption meets with your approval so that we can move forward with publication.

For your information, we are also required to forward a copy of the proposed ordinance to Superior Court Clerk Jackie Taylor while the matter is pending before the Council. Theoretically, this step, along with the City Clerk also having a copy, provides the public with an additional opportunity to review the ordinance prior to action.

Finally, this particular type of ordinance is not effective until such time as it has been received in the Office of the Secretary of State subsequent to its passage. Ultimately, a copy should be forwarded to Municipal Code Corporation just like any other ordinance.

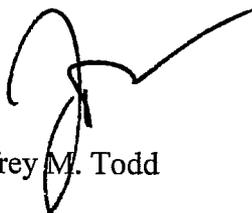
Mr. Ed Moon, City Manager
CITY OF WEST POINT
January 17, 2013
Page 2 of 2

I look forward to hearing from you should you require any revisions to the draft.

With best regards, I am

Very truly yours,

LEWIS, TAYLOR & TODD, P.C.

A handwritten signature in black ink, appearing to read "Jeffrey M. Todd". The signature is stylized with a large loop at the top and a long horizontal stroke extending to the right.

Jeffrey M. Todd

JT/atb
Enclosure

AN ORDINANCE

AN ORDINANCE BY THE MAYOR AND COUNCIL FOR THE CITY OF WEST POINT, GEORGIA, TO AMEND THE CHARTER OF THE CITY; TO AMEND THE CHARTER SO AS TO MODIFY THOSE CITY OFFICERS TO BE ELECTED ON AN ANNUAL BASIS; TO REPEAL CONFLICTING PROVISIONS; TO FIX AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

BE IT ORDAINED BY THE CITY COUNCIL OF WEST POINT, AS FOLLOWS:

SECTION 1:

That the Charter of the City of West Point, Georgia, be amended by deleting therefrom Section 14, regarding election of officers, in its entirety, inserting in lieu thereof a new Section 14 to read as follows:

"Sec. 14. Election of city officers.

At the first regular meeting of the mayor and council of said city in January of each year, they shall elect a municipal court judge, a recorder pro tempore, and a city attorney. Each of said officers shall take such oath, give such bond, receive such salary and perform such duties as the mayor and city council may prescribe."

SECTION 2:

All provisions of the Chart of the City of West Point in conflict herewith are hereby repealed.

SECTION 3:

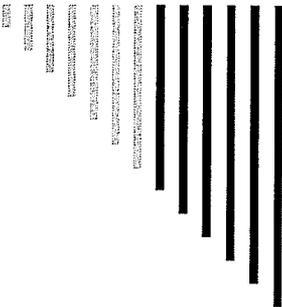
This Charter amendment, after adoption by the Council and upon approval by the Mayor, shall be come effective upon a copy of same being filed with the Secretary of State of the State of Georgia and the Clerk of the Superior Court of Troup County, Georgia, all in accordance with O.C.G.A. Section 36-35-5.

INTRODUCED AND FIRST READING _____

SECOND READING AND ADOPTED _____

BY: _____

Mayor



INFORMATION



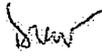


Georgia™
Department of
Community Affairs

January 30, 2013

The Honorable Drew Ferguson, IV
Mayor, City of West Point
Post Office Box 487
West Point, Georgia 31833-0487

RE: CDBG RDF Revolving Loan Fund Use

Dear Mayor Ferguson: 

Recently, the City contacted our Department regarding a potential economic development project using the Revolving Loan Fund (RLF). Specifically, the City stated that a non-profit corporation, New Horizon Community Theatre, is seeking a \$70,000 loan to renovate the Tailor Thimble building. Further, the City noted this project would "help eliminate the slum and blight in the downtown area."

Based upon the following conditions being met, our Department is conditionally approving the City's request. Please take note of the following:

- (A) The use of RLF funds to eliminate slum and blight, on a spot basis, is an eligible use meeting Community Development Block Grant (CDBG) National Objectives. However, the fact that an activity qualifies for national objective purposes under the slum and blight categories, does not affect its need to separately meet the Public Benefit standards [U.S. Housing and Urban Development (HUD) *Guide to National Objectives and Eligible Activities for State CDBG Programs*, Appendix C, page 2].
- (B) The City will need to ensure, prior to effectuating this project's RLF loan, that the Public Benefit standard of job creation or benefit to low-and-moderate income persons is met and documented. Additionally, it should be noted the standards state an "activity in which the grant recipient promotes the community as a whole" fails to provide sufficient public benefit. Lastly, the City is required to keep records showing how it performed against the Public Benefit standards based on actual jobs and/or low-and-moderate income persons served.
- (C) The City's RLF Loan Review Committee has reviewed the project's financials and conducted the proper underwriting, as outlined in our Department's *Local Revolving Loan Funds (RLF) Policy and Procedure Guide*. Further, that documentation of this review is maintained and the RLF Loan Review Committee's recommendation is recorded in the City's official minutes.



60 Executive Park South, N.E. • Atlanta, Georgia 30329-2231 • 404-679-4940

www.dca.ga.gov

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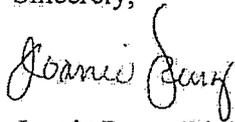
Recycled
Paper

The Honorable Drew Ferguson, IV
Page Two
January 30, 2013

Please note, the conditional approval for this loan is based on the City ensuring and documenting the aforementioned loan met slum and blight eligibility requirements, the Public Benefit standards for this project, and adequate financial underwriting. The City should note, that should a future review of the City's RLF indicate these requirements were not adequately documented; the City will have to repay the loan, in its entirety, from its own funds.

Should you have any questions regarding this particular RLF matter, please feel free to contact our Department's RLF Program Manager. The RLF Program Manager, Michael Casper, may be contacted at either michael.casper@dca.ga.gov or (404) 679-0594.

Sincerely,

A handwritten signature in cursive script, appearing to read "Joanie Perry".

Joanie Perry, Division Director
Community Finance Division

JP/mc

Cc: Ed Moon, City Manager
Kristin Lester, Administrative Assistant

Georgia Department of Natural Resources

Environmental Protection Division

2 Martin Luther King Jr., Dr., Suite 1152 Atlanta, Georgia 30334

Judson H. Turner, Director

(404) 656-4713

Reply To:
Drinking Water Permitting and Engineering Program
2 Martin Luther King, Jr. Drive, S.E., Suite 1362
Atlanta, Georgia 30334

January 7, 2013

RE: Sanitary Survey
West Point Water System
WSID # GA 2850002

Mr. Sammy Inman
Director of Utilities
West Point Water System
P.O. Box 487
West Point, GA 31833

Dear Mr. Inman

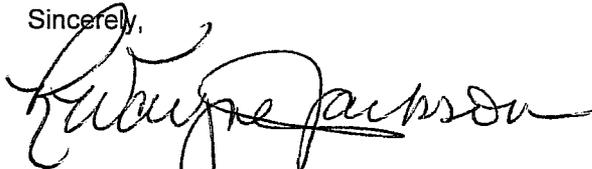
On November 6, 2012 an inspection was conducted of the referenced water system. This system is subject to permit **CP 2850002**, the Georgia Safe Drinking Water Act of 1977, and the Georgia Department of Natural Resources Rules for Safe Drinking Water, Chapter 391-3-5. The purpose of this sanitary survey is to evaluate 1) the capability of the water system to consistently and reliably deliver an adequate quality and quantity of safe drinking water to the consumer, and 2) the system's compliance with the required drinking water regulations and operational requirements. A score is then assigned to each of the ten components evaluated in the inspection. This score will be used for the purpose of tracking the water system's progress and determining the time frame for a follow-up inspection. The system's overall performance is based on the average of all scores assigned to the applicable components.

The West Point Water System's overall score is 93.2%, which is in the category of "Outstanding Performance".

Our findings from the inspection were documented and are summarized on the enclosed "Sanitary Survey." The items that must be addressed were discussed with you and are listed under "Deficiencies Noted during the Sanitary Survey." The Water System must respond to these deficiencies within 45 days from the date of this letter.

It is the objective of the Rules for Safe Drinking Water to provide safeguards for public water supplies for the customer. Please respond, in writing, within the forty-five (45) day period of the measures that will be taken to correct the deficiencies noted in the sanitary survey. Should you have any questions, please contact me at (404) 651.5163.

Sincerely,



R. Wayne Jackson

Environmental Specialist III

Drinking Water Permitting & Engineering Program

(404) 651.5163 - office

(404) 861.8563 - cell

(404) 651.9590 - fax

Cc. Jason Clifton

The Housing Authority of the City of West Point, Georgia
Regular Meeting

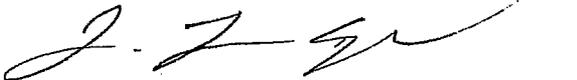
Thursday, January 17, 2013

4:00 P.M.

AGENDA

	Page
1. Invocation	
2. Introduction of Guests	
3. Consider Approval of Minutes for Regular Board Meeting of November 15, 2012 (Attached behind Agenda)	
4. Consider Approval of Staff Reports:	
▪ Finance	1 – 3
▪ Occupancy.....	4
5. Consider A Resolution Authorizing The Charging Off Of Resident Account Balances	5
6. Consider Authorization for the City of West Point to build a bus stop pavilion on/or adjacent to the Housing Authority Property for the residents of West Point at no cost to the Housing Authority.	
7. Executive Director's Report	
8. Any and All Other Matters That May Be Brought Before the Board.	

Respectfully submitted,



J. Len Williams
Secretary-Treasurer

THE HOUSING AUTHORITY OF THE CITY OF WEST POINT
REGULAR BOARD MEETING
November 15, 2012

The Commissioners of the Housing Authority of the City of West Point, Georgia, met for the regular Board Meeting at the Rental Office Community Room in West Point on the 15th day of November 2012, as allowed by and in compliance with By-laws of the Authority.

Commissioner Ralph Davidson called the meeting to order at 4:00 p.m. and on roll call the following Commissioners answered present:

Wiky Gladden
Burt Winston

The following Commissioner(s) were absent:

Lionel Johnson
Nekos Davis

OTHERS PRESENT

Len Williams, Fred Hunt, Lisa Walters, Jackie White, Temekia Carr, Suzette Moore

INVOCATION

Commissioner Ralph Davidson delivered the invocation

INTRODUCTION OF GUESTS

None

APPROVAL OF MINUTES OF TELE-CONFERENCE BOARD MEETING OF OCTOBER 1, 2012

There were no corrections to the minutes. Motion was made by Commissioner Wiky Gladden and seconded by Commissioner Burt Winston; the board unanimously approved the minutes.

APPROVAL OF STAFF REPORTS

Following discussion and on motion by Commissioner Wiky Gladden, seconded by Commissioner Burt Winston, the board unanimously accepted the finance and occupancy report.

CONSIDER A RESOLUTION ADOPTING THE TRESPASSING POLICY AND PROCEURES

The Following Resolution was introduced and duly considered:

RESOLUTION NO: 1006-64

(The original of this Resolution is filed in the Resolution Binder)

Following discussion and on motion by Commissioner Wiky Gladden, seconded by Commissioner Burt Winston, the board unanimously approved the trespassing policy

CONSIDER A RESOLUTION AUTHORIZING THE CHARGE OFF OF RESIDENT ACCOUNT BALANCES

The Following Resolution was introduced and duly considered:

RESOLUTION NO: 1006-65

(The original of this Resolution is filed in the Resolution Binder)

Following discussion and on motion by Commissioner Burt Winston, seconded by Commissioner Wiky Gladden, the board unanimously agreed to charge off residents account balances in the amount of \$2,779.94.

EXECUTIVE DIRECTOR'S REPORT

Len Williams presented the Audit Financial Statement Book to the Board which included no auditor's findings for the fiscal year ending June 30, 2012. Things are going well at this time and property is looking good.

Since election, funding is fairly stable. The gating was not approved for installation, but the Board wants to continue to look at cameras and fencing for the property. Mr. Williams stated he will propose a plan and let the Board view it before a decision is made to move forward.

ANY AND ALL OTHER MATTERS THAT MAY BE BROUGHT BEFORE THE BOARD

Suzette Moore, the ROSS program coordinator shared progress concerning the program.

With no further discussion the meeting was adjourned at 5:00 p.m.

Ralph Davidson, Chairperson

J. Len Williams, Secretary-Treasurer

November 16, 2012

**HOUSING AUTHORITY OF THE CITY OF WEST POINT
P.O. BOX 545
WEST POINT, GEORGIA 31833
(706) 645-1202 FAX (706) 645-5525 1-800-275-7908**

NOTICE

REGULAR BOARD MEETING SCHEDULED

**WEST POINT, GEORGIA
January 10, 2013**

The Board of Commissioners of the Housing Authority of the City of West Point, Georgia: Hereby notify you that a Regular Board Meeting is scheduled for Thursday, January 17, 2013 at 4:00 PM at the West Point Housing Authority Conference Room.

The agenda for this meeting is as follows:

1. Invocation
2. Introduction of Guests
3. Consider Approval of Minutes for Regular Board Meeting of November 15, 2012 (Attached behind Agenda)
4. Consider Approval of Staff Reports:
 - Finance
 - Occupancy
5. Consider A Resolution Authorizing The Charging Off Of Resident Account Balances
6. Consider Authorization for the City of West Point to build a bus stop pavilion on/or adjacent to the Housing Authority Property for the residents of West Point at no cost to the Housing Authority.
7. Executive Director's Report
8. Any and All Other Matters That May Be Brought Before the Board.

Please contact Ms. Jackie White at 706-645-1202 if you have any questions or you will not be able to attend this meeting.

Sincerely yours,

Jackie White
Manager

THE HOUSING AUTHORITY OF THE CITY OF WEST POINT, GA
BALANCE SHEET
DECEMBER 31, 2012

Assets

Cash		\$ 8,452
Tenant Accounts Receivable (Net)		12,800
Investments		1,010,000
Prepaid Expenses and Other Assets		28,360
Land, Structures & Equipment	\$ 11,458,140	
Less: Accumulated Depreciation	(8,328,214)	
		3,129,926
Total Assets		\$ 4,189,538

Liabilities

Tenant Security Deposits		\$ 39,150
Accounts Payable - Vendor		1,834
Accounts Payable - HACG		36,964
Accrued Compensated Absences		52,302
Other Liabilities		9,074
		139,324
Total Liabilities		\$ 139,324

Surplus

HUD-PHA Contributed Assets		\$ 3,129,926
Operating Reserve		920,288
		4,050,214
Total Surplus		\$ 4,050,214
Total Liabilities and Surplus		\$ 4,189,538

THE HOUSING AUTHORITY OF THE CITY OF WEST POINT, GA
INCOME STATEMENT

As of
DECEMBER 31, 2012

	<u>YEAR-TO-DATE</u>			<u>ANNUAL BUDGET</u>
	<u>Actual</u>	<u>Budget</u>	<u>Favorable/ (Unfavorable) Variance</u>	
REVENUES				
Rental Income	\$ 320,024	\$ 309,815	\$ 10,209	\$ 619,630
Other Income	\$ 13,442	\$ 11,900	\$ 1,542	\$ 23,800
HUD Subsidy	\$ 523,041	\$ 537,258	\$ (14,217)	\$ 1,074,515
CFP Operating-Transfer	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 856,507	\$ 858,973	\$ (2,466)	\$ 1,717,945
EXPENSES				
Administrative	\$ 82,209	\$ 67,608	\$ (14,602)	\$ 135,215
Property Mgmt and Accounting Fee	\$ 81,039	\$ 92,840	\$ 11,801	\$ 185,680
Resident Service	\$ 6,562	\$ 4,365	\$ (2,197)	\$ 8,730
Utilities	\$ 243,290	\$ 302,823	\$ 59,533	\$ 605,645
Ordinary Maintenance	\$ 213,868	\$ 191,948	\$ (21,921)	\$ 383,895
General Expenses	\$ 97,256	\$ 85,430	\$ (11,827)	\$ 170,859
Extra-Ordinary Maintenance	\$ 23,978	\$ 100,000	\$ 76,022	\$ 200,000
Capital Expenditures	\$ -	\$ 10,400	\$ 10,400	\$ 20,800
Total Expenses	\$ 748,202	\$ 855,412	\$ 107,210	\$ 1,710,824
Net Income/ (Deficit) from Operations	\$ 108,305	\$ 3,561	\$ 104,744	\$ 7,121

THE HOUSING AUTHORITY OF THE CITY OF WEST POINT, GA
Grant Funding
DECEMBER 31, 2012

Grant Funding	Program End Dates	Approved Budget	Total Obligated	Actual Expenditures	Remaining to Obligate	Remaining to Disburse
CFP - FY'09 (978)	9/14/11 Obligate 9/14/13 Disburse	356,495	326,554	326,554	29,941	29,941
CFP - FY'10 (982)	7/14/12 Obligate 7/14/14 Disburse	353,887	353,887	353,887	-	-
CFP - FY'11 (987)	8/3/13 Obligate 8/2/15 Disburse	302,176	301,668	85,613	508	216,563
CFP - FY'12 (989)	3/12/14 Obligate 3/12/16 Disburse	269,087	29,515	29,515	239,572	239,572
ROSS - FY'09 (979)	6/13/10 Effective 6/13/13 Disburse	174,000	127,538	127,538	46,462	46,462
ROSS - FY'12 (992)	8/31/12 Effective 8/31/15 Disburse	191,565	-	-	191,565	191,565
Total Grants		\$ 1,647,210	\$ 1,139,162	\$ 923,107	\$ 508,048	\$ 724,103

CFP = Capital Fund Program (Modernization)
ROSS = Resident Opportunity for Self-Sufficiency

2-Jan-13

MR. J. LEN WILLIAMS, EXECUTIVE DIRECTOR
The Housing Authority of West Point, Georgia

DEAR MR. WILLIAMS:

I submit the following "Report on Tenant Selection" for the period 12/01/12 - 12/31/12

PUBLIC HOUSING

No. of Apparently Eligible Applications on Hand last reported period	147
No. of Applications taken during reporting period	7
No. of Applications suspended or withdrawn during reporting period	2
No. of Move-Ins for reporting period	5
No. of Apparently Eligible Applications on Hand for reporting period	147

Applications on Hand

0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
0	80	56	10	0	1

=

147

NO. OF VACANT APARTMENTS AND MOVE-INS

Developments	Total No. of Units	Units Vacant 12/03/12	Moved Out During DECEMBER	Moved In During DECEMBER	UNITS AVAILABLE 01/02/13						Total Units Vacant	Percent Units Vacant
					0 BR	1 BR	2 BR	3 BR	4 BR	5 BR		
Pine Ridge Apartments	42	3	0	3	0	0	0	0	0	0	0	0%
Grant Apartments	8	0	0	0	0	0	0	0	0	0	0	0%
O.J. Cook Apartments*	110	2	1	1	0	2	0	0	0	0	2	2%
O.J. Cook Apartments	55	1	0	1	0	0	0	0	0	0	0	0%
Higgins Circle	8	0	0	0	0	0	0	0	0	0	0	0%
Sub-Total	223	6	1	5	0	2	0	0	0	0	2	1%
GRAND TOTAL	223	6	1	5	0	2	0	0	0	0	2	1%

*2 UNITS IN ABATEMENT

**2 UNITS IN ABATEMENT

RESPECTFULLY SUBMITTED,

MISTY MICHELLE STUBBS
PUBLIC HOUSING COORDINATOR

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE CHARGE-OFF OF RESIDENT
ACCOUNT BALANCES TO COLLECTION LOSS FOR
THE AUTHORITY'S PUBLIC HOUSING DEVELOPMENTS
FOR THE MONTHS ENDED NOVEMBER 30 AND DECEMBER 31, 2012

WHEREAS, detailed statements of various resident account balances are of record in the Authority's files;

WHEREAS, the circumstances of the balances due to the Authority have been fully considered, and there is no reasonable prospect of collection without unwarranted expense;

BE IT THEREFORE RESOLVED that the necessary entries are authorized to clear the books and records for vacated resident account balances as follows:

<u>DEVELOPMENT NAME</u>	<u>RENT</u>	<u>RETRO</u>	<u>MAINT</u>	<u>OTHER</u>	<u>TOTAL</u>	<u>COUNT</u>
PINE RIDGE APARTMENTS - 741	0.00	0.00	53.33	424.99	\$ 478.32	1
GRANT APARTMENTS - 742	0.00	0.00	0.00	0.00	\$ -	0
O.J. COOK APARTMENTS - 743	652.99	0.00	140.00	71.95	\$ 864.94	3
O.J. COOK APARTMENTS - 744	0.00	0.00	12.00	470.63	\$ 482.63	1
HIGGINS CIRCLE - 747	0.00	0.00	0.00	0.00	\$ -	0
TOTAL CHARGED TO COLLECTION LOSS	\$ 652.99	\$ -	\$ 205.33	\$ 967.57	\$ 1,825.89	5