



June Monthly Reports
July 2015

**AGENDA
WORK SESSION**

**THURSDAY, JULY 9TH
WORK SESSION
@ 8:15 AM**

MEETING CALLED TO ORDER

AGENDA REVIEWED IN ITS ENTIRELY BEFORE DISCUSSION

PUBLIC COMMENT ON AGENDA ITEMS (FORM REQUIRED)

NEW BUSINESS

- Ordinance for City Trees
- Downtown River Park
- Resolution for CHIP 2014 Policies & Procedures
- Power Outage Update

CONSIDER ITEMS FOR BUSINESS MEETING (Create Business Meeting Agenda)

MAYOR & COUNCIL COMMENTS

ADJOURNED

Next Meeting:
Council Meeting - Monday, July 13th @ 6:00 PM

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MINUTES





The regular meeting of the Mayor and Council was held in the Council room of West Point City Hall June 8, 2015 at 6:00 P.M. with Mayor A. Drew Ferguson IV presiding.

Members Present:

Councilmember Gerald W. Ledbetter
Councilmember Gloria R. Marshall
Councilmember Benjamin F. Wilcox
Councilmember Steven M. Tramell

Members Absent:

Councilmember Joseph R. Downs
Councilmember Sandra Thornton

Mayor Ferguson called Councilmember Gerald W. Ledbetter for opening prayer.

Mayor Ferguson led the Pledge of allegiance.

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 May 11, 2015 regular meeting. Councilmember Benjamin F. Wilcox made said motion and was seconded by Councilmember Gloria R. Marshall; the minutes were **approved unanimously without change.**

FINANCIAL REPORT

Councilmember Gloria R. Marshall presented the May financial report with the June 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 reviewed the listed agenda and asked for a motion to approve the agenda. Councilmember Benjamin F. Wilcox made said motion and seconded by Councilmember Steven M. Tramell; **carried unanimously.**

AMEND ALCOHOLIC BEVERAGE CODE OF ORDINANCE

Mayor Ferguson asked for a motion to approve an ordinance to amend the code of the City; to modify the alcoholic beverage code to provide for administrative approval of license applications; to provide for appeal of said decision to the Mayor and council; to repeal conflicting ordinances; to fix an effective date; and for other purposes. Councilmember Gloria R. Marshall made said motion and seconded by Councilmember Benjamin F. Wilcox; **carried unanimously.**

CITY SURPLUS

Councilmember Benjamin F. Wilcox made a motion to surplus 1954 International Truck, 1997 F250 Heavy Duty Ford, 1995 Chevrolet Truck, 1955 Trans-craft Trailer, and 580D Case tractor. The motion was seconded by Councilmember Gloria R. Marshall; **carried unanimously**

RACE RELATIONS INITIATIVE

Councilmember Gerald W. Ledbetter made a motion to fund the Race Relations Initiative in the total amount of \$30,000. The funds will be disbursed in a minimum of two payments not exceeding 50% in 2015. The motion was seconded by Councilmember Steven M. Tramell; **carried unanimously.**

OTHER

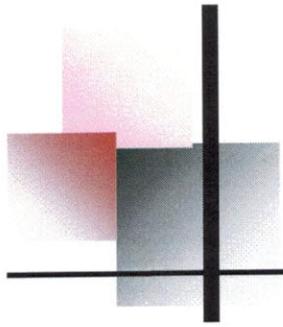
Mayor Ferguson stated the Charter Foundation has made a contribution of \$20,000 toward the Circle Initiative. The Mayor thanked the Charter Foundation for their continued support for our surrounding communities.

ADJOURN

There being no further business, the meeting was adjourned.

Richard McCoy
City Clerk

A. Drew Ferguson IV
Mayor



FINANCIAL REPORT



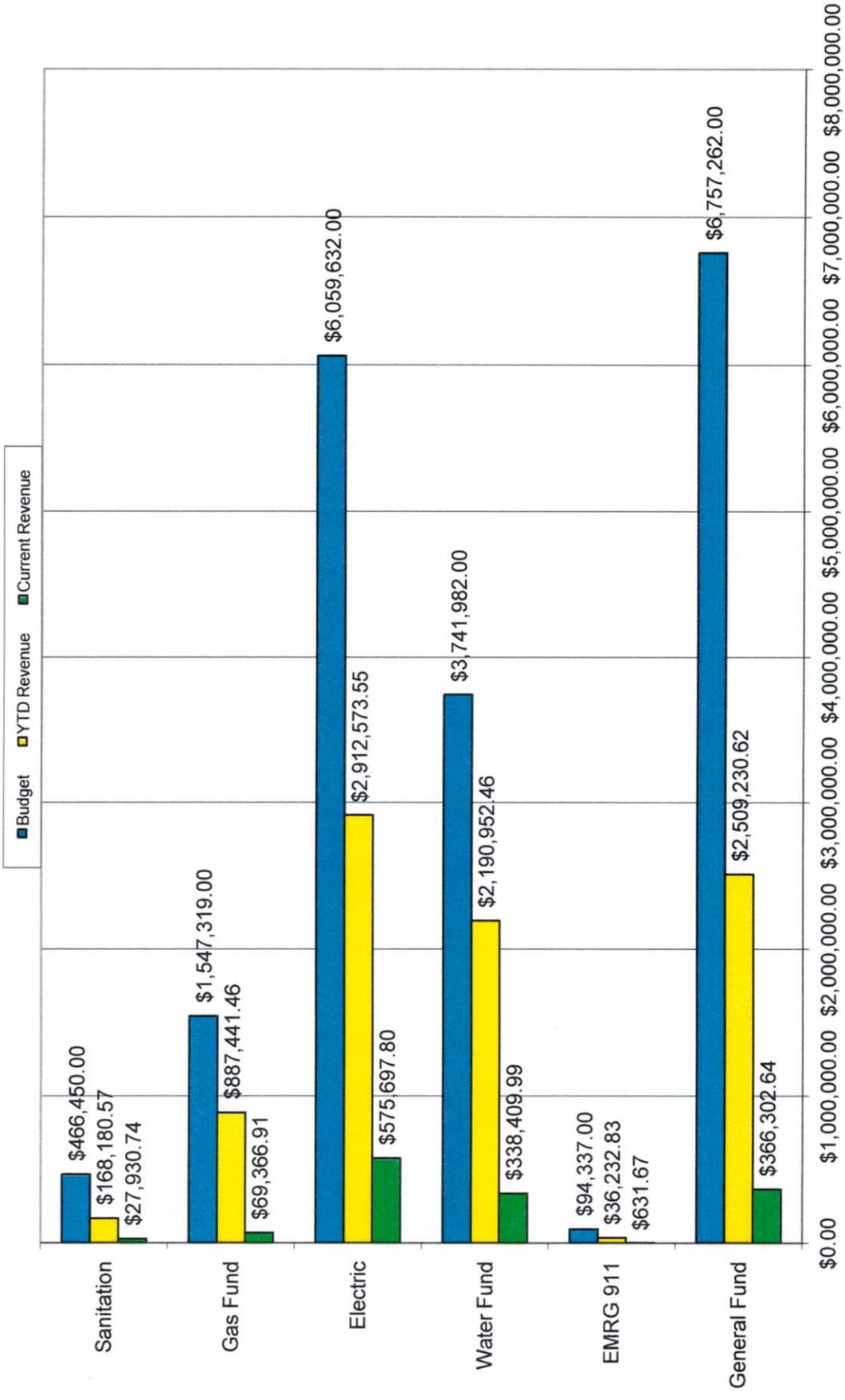


City of West Point Financial Report June, 2015

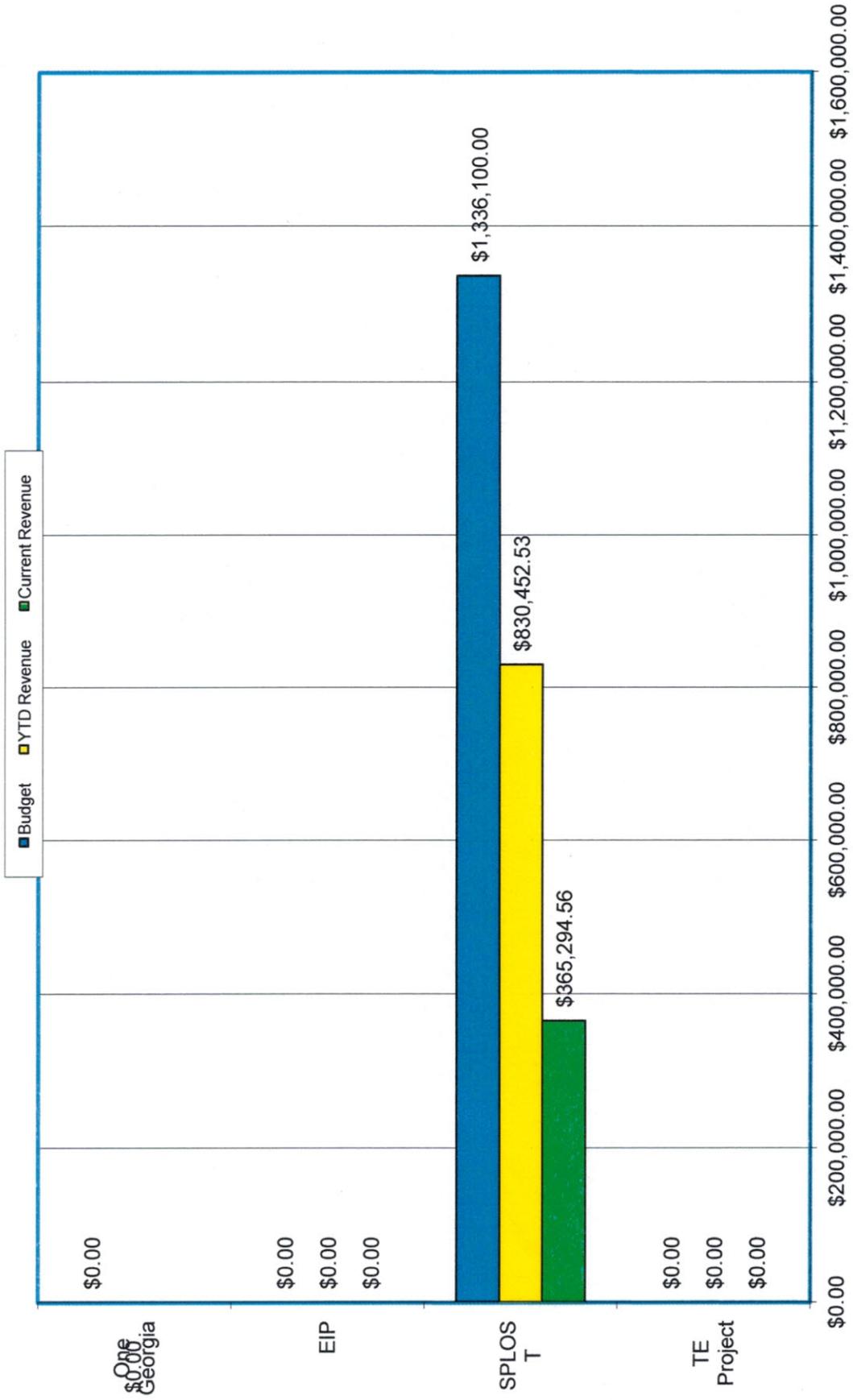
REVENUES

| | | | |
|------------------------------|-----------------------|--|--|
| Current Revenue | | | |
| YTD Revenue | | | |
| Budget | | | |
| Percentage Budget | | | |
| General Fund | | | |
| | \$366,302.64 | | |
| | \$2,509,230.62 | | |
| | \$6,757,262.00 | | |
| | 37.13% | | |
| Electric Fund | | | |
| | \$575,697.80 | | |
| | \$2,912,573.55 | | |
| | \$6,059,632.00 | | |
| | 48.07% | | |
| One Georgia | | | |
| | \$0.00 | | |
| | \$0.00 | | |
| | \$0.00 | | |
| | #DIV/0! | | |
| Total All Departments | | | |
| Current Revenue | \$1,743,634.31 | | |
| YTD Revenue | \$1,453,436.96 | | |
| Budget | | | |
| Percentage Budget | \$290,197.35 | | |
| Water Fund | | | |
| | \$338,409.99 | | |
| | \$2,190,952.46 | | |
| | \$3,741,982.00 | | |
| | 58.55% | | |
| EMRG 911 | | | |
| | \$631.67 | | |
| | \$36,232.83 | | |
| | \$94,337.00 | | |
| | 38.41% | | |
| Gas Fund | | | |
| | \$69,366.91 | | |
| | \$887,441.46 | | |
| | \$1,547,319.00 | | |
| | 57.35% | | |
| Sanitation | | | |
| | \$27,930.74 | | |
| | \$168,180.57 | | |
| | \$466,450.00 | | |
| | 36.06% | | |
| EIP | | | |
| | \$0.00 | | |
| | \$0.00 | | |
| | \$0.00 | | |
| | #DIV/0! | | |
| SPLOST | | | |
| | \$365,294.56 | | |
| | \$830,452.53 | | |
| | \$1,336,100.00 | | |
| | 62.15% | | |
| Total All Departments | | | |
| Current Revenues | \$9,535,064.02 | | |
| Current Expense | \$9,302,388.80 | | |
| over/under | \$232,675.22 | | |
| Total All Departments | | | |
| Total YTD Revenue | \$9,535,064.02 | | |
| Total YTD Expenses | \$9,302,388.80 | | |
| over/under | \$232,675.22 | | |
| YTD Revenue | | | |
| Budget | | | |
| Percentage | | | |
| | \$9,535,064.02 | | |
| | \$20,003,082.00 | | |
| | 47.67% | | |

Budget Revenue Comparison June, 2015



Budget Revenue Comparison June, 2015



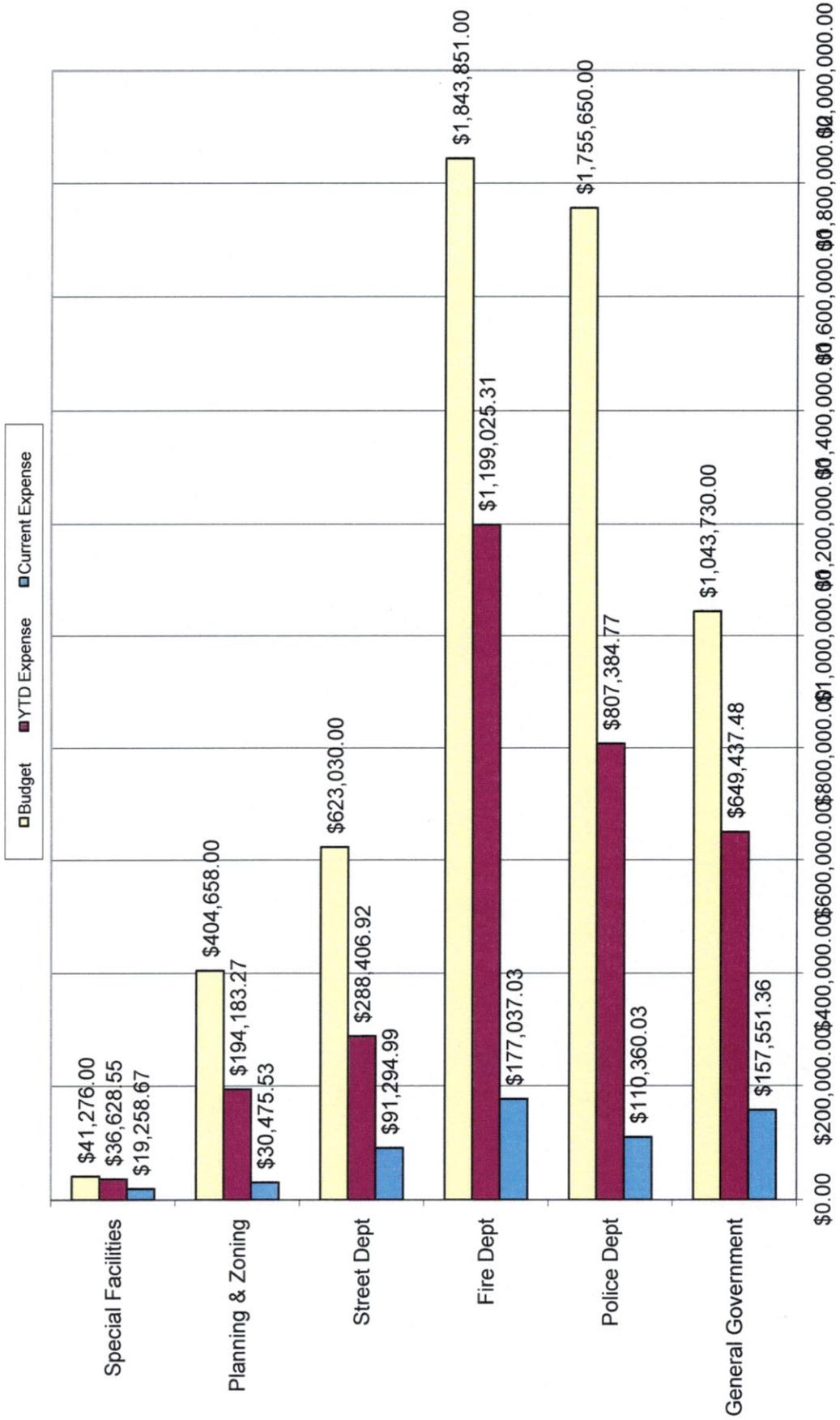


City of West Point Financial Report June, 2015

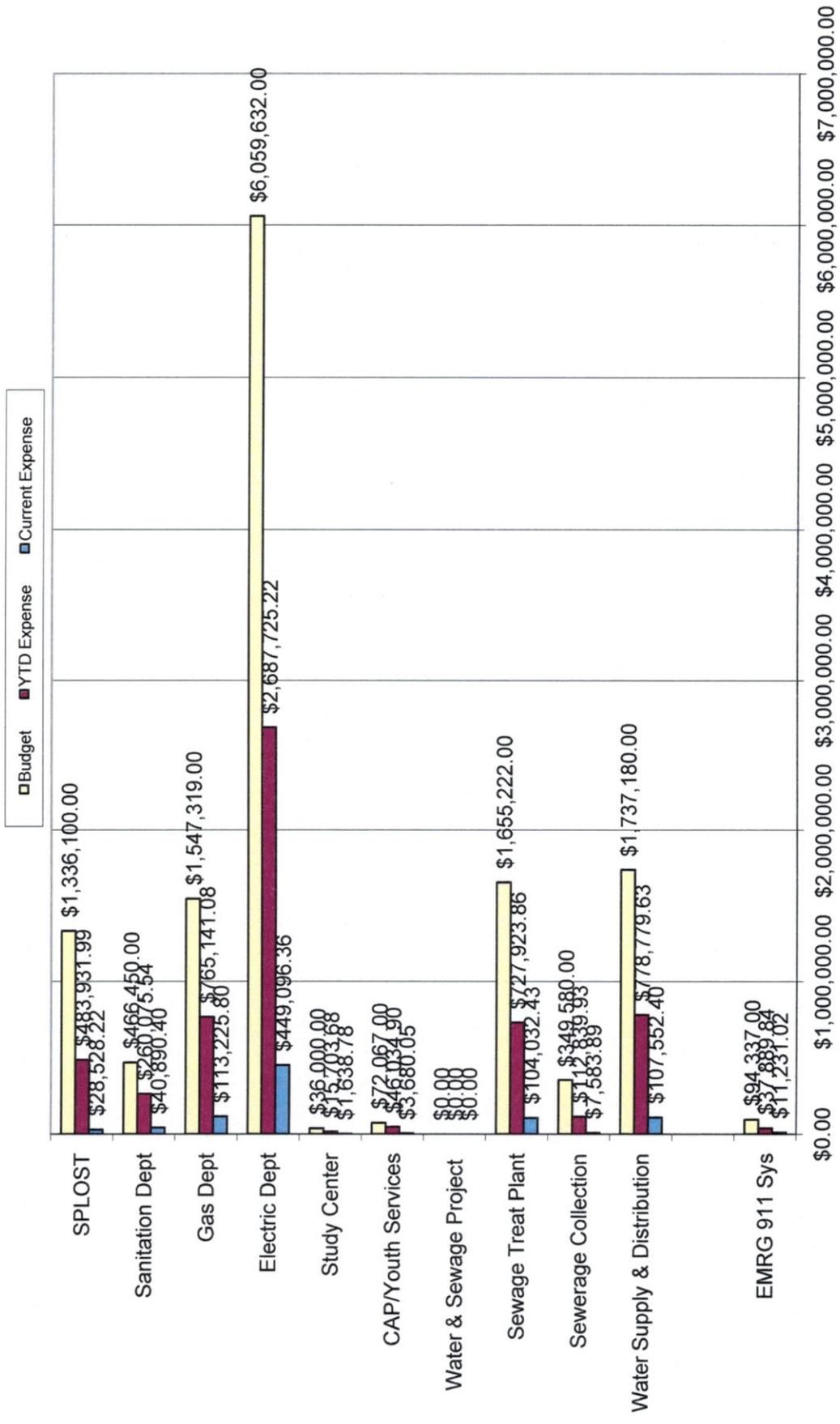
EXPENSES

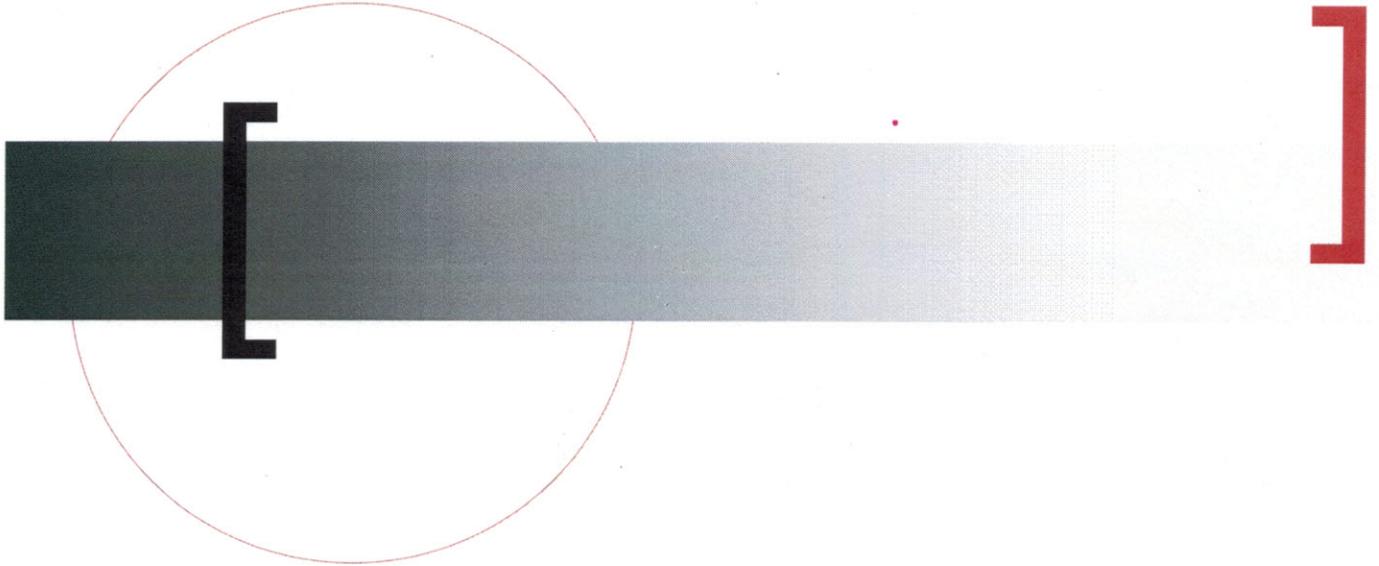
| | | | | |
|-------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Current Expense | General Government | Police Dept | Fire Dept | Street Dept |
| YTD Expense | \$157,551.36 | \$110,360.03 | \$177,037.03 | \$91,294.99 |
| Budget | \$649,437.48 | \$807,384.77 | \$1,199,025.31 | \$288,406.92 |
| Percentage Budget | \$1,043,730.00 | \$1,755,650.00 | \$1,843,851.00 | \$623,030.00 |
| | 62.22% | 45.99% | 65.03% | 46.29% |
| Current Expense | Planning & Zoning | Special Facilities | EMRG 911 SYS | Water Dept |
| YTD Expense | \$30,475.53 | \$19,258.67 | \$11,231.02 | \$107,552.40 |
| Budget | \$194,183.27 | \$36,628.55 | \$37,889.84 | \$778,779.63 |
| Percentage Budget | \$404,658.00 | \$41,276.00 | \$94,337.00 | \$1,737,180.00 |
| | 47.99% | 88.74% | 40.16% | 44.83% |
| Current Expense | Sewer/ Water | Electric Dept | Gas Dept | Sanitation Dep |
| YTD Expense | \$111,616.32 | \$449,096.36 | \$113,225.80 | \$40,890.40 |
| Budget | \$840,763.79 | \$2,687,725.22 | \$765,141.08 | \$260,075.54 |
| Percentage Budget | \$2,004,802.00 | \$6,059,632.00 | \$1,547,319.00 | \$466,450.00 |
| | 41.94% | 44.35% | 49.45% | 55.76% |
| Current Expense | SPLOST | Study Center | CAP/Youth Services | Economic Dev |
| YTD Expense | \$28,528.22 | \$1,638.78 | \$3,680.05 | \$0.00 |
| Budget | \$483,931.99 | \$15,703.68 | \$46,034.90 | \$211,276.83 |
| Percentage Budget | \$1,336,100.00 | \$36,000.00 | \$72,067.00 | \$937,000.00 |
| | 36.22% | 43.62% | 63.88% | 22.55% |
| Current Revenues | All Funds | Total All Departments | Total YTD Expenses | \$9,302,388.80 |
| Current Expense | \$1,743,634.31 | Total YTD Revenue | Budget | \$20,003,082.00 |
| over/under | \$1,453,436.96 | Total YTD Expenses | Percentage | 46.50% |
| | \$290,197.35 | over/under | | |

Budget Expense Comparison June, 2015



Budget Expense Comparison June, 2015





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

June 2015

FIRE RESPONSES

| | |
|-----------------------------|-----------|
| Structure / Residential | 0 |
| Structure / Business | 0 |
| Vehicle | 1 |
| Ground Cover, Trash | 2 |
| Hazardous Materials | 0 |
| Rescue, M.V.A. | 6 |
| False Alarms | 1 |
| Automatic Aid Troup Co. | 1 |
| Automatic Aid Harris Co | 0 |
| Other Responses | 3 |
| Total Fire Responses | 14 |

EMERGENCY MEDICAL SERVICE RESPONSES

| FACILITY | TRIPS |
|-------------------------------|--------------|
| East AL Medical-Lanier | 23 |
| West Ga. Medical | 16 |
| East AL Medical-Opelika | 0 |
| Columbus Medical Center | 0 |
| Landing Zone | 1 |
| Non-Transport | 14 |
| Total E.M.S. Responses | 54 |

Community Development Department
June 1 – 30, 2015

Permits Issued – 12
 Elec. Water, Gas 7
 Building 5

Inspections - 98
 Industrial 17
 New Commercial 32
 Remodel Comm. 12
 New Residential 22
 Remodel Res. 11
 Soil& Erosion 04

Certificate of Occupancy- 35

Code Enforcement - 38
 Burn Removal 1 Grass & Weeds 14
 Illegal Dumping 2 Signs 1
 No Utilities 1 Vehicles 2
 Property Maint. 1 Other 17
 Warnings/Citations 4

Animal Control- 38
 Meet in Person 10
 Deliver/Set Traps 19 Transports to Animal Shelter- Dogs- 3 Cats- 2
 Other 4

Hearings - 3
 No Shows 0

Public Notices- 3

Structures Demolished- 1

Statistical Counts Report

For records with dates between 6/1/2015 and 6/30/2015

WEST POINT PD

PAGE 1 OF 1

| | | | | |
|--|------------------|------------------------|---------------------------|---------------------------|
| Incident Reports Created | <u>ALL</u> 95 | <u>INCIDENTS</u> 63 | <u>MISC.</u> 22 | <u>FAMILY VIOL.</u> 10 |
| Incident Reports Cleared | <u>ALL</u> 67 | <u>BY ARREST</u> 15 | <u>UNFOUNDED</u> 51 | <u>EXCEPTIONALLY</u> 1 |
| Property Involved | | | <u>STOLEN</u> \$30,648 | <u>RECOVERED</u> \$967 |
| Incident Type Level | | | <u>FELONY</u> 22 | <u>MISDEMEANOR</u> 50 |
| Investigative Files Opened | | | | 5 |
| Investigative Files Assigned | | | | 5 |
| Investigative Files Cleared | | | | 1 |
| Drug Related Investigative Files Opened | | | | 0 |
| Drug Related Investigative Files Cleared | | | | 0 |
| Arrests / Booking Records | | | | 22 |
| Citations Issued | | | | 120 |
| Warnings Issued | | | | 24 |
| Ordinance Violations | | | | 0 |
| <u>Court Services</u> | | | <u>RECEIVED</u> | <u>SERVED</u> |
| Civil Papers | | | 0 | 0 |
| Subpoenas | | | 0 | 0 |
| Warrants | | | 35 | 17 |
| Accident Reports | | <u>ALL</u> 26 | <u>CRASH</u> 20 | <u>PRIV PROP</u> 6 |

City of West Point, Georgia
9-1-1 Call Volume by Day - June 2015

| | Daily Call Total | Call Category | | Call Origin | | Abandoned* |
|--------------|---------------------|---------------|---------------|-------------|-----------|------------|
| | | Emergency | Non-Emergency | Incoming | Outgoing | |
| 1 | 17 | 17 | 0 | 17 | 0 | 0 |
| 2 | 12 | 9 | 3 | 9 | 3 | 0 |
| 3 | 14 | 12 | 2 | 13 | 1 | 0 |
| 4 | 21 | 19 | 2 | 19 | 2 | 1 |
| 5 | 17 | 16 | 1 | 16 | 1 | 1 |
| 6 | 12 | 12 | 0 | 12 | 0 | 0 |
| 7 | 14 | 12 | 2 | 12 | 2 | 0 |
| 8 | 19 | 19 | 0 | 19 | 0 | 0 |
| 9 | 16 | 15 | 1 | 16 | 0 | 0 |
| 10 | 11 | 11 | 0 | 11 | 0 | 0 |
| 11 | 36 | 26 | 10 | 26 | 10 | 3 |
| 12 | 15 | 15 | 0 | 15 | 0 | 0 |
| 13 | 24 | 22 | 2 | 22 | 2 | 3 |
| 14 | 10 | 10 | 0 | 10 | 0 | 0 |
| 15 | 20 | 17 | 3 | 17 | 3 | 3 |
| 16 | 6 | 6 | 0 | 6 | 0 | 0 |
| 17 | 11 | 9 | 2 | 9 | 2 | 1 |
| 18 | 29 | 28 | 1 | 28 | 1 | 1 |
| 19 | 18 | 17 | 1 | 17 | 1 | 0 |
| 20 | 20 | 18 | 2 | 18 | 2 | 2 |
| 21 | 15 | 12 | 3 | 12 | 3 | 0 |
| 22 | 34 | 32 | 2 | 32 | 2 | 2 |
| 23 | 33 | 32 | 1 | 32 | 1 | 1 |
| 24 | 21 | 20 | 1 | 20 | 1 | 1 |
| 25 | 13 | 13 | 0 | 13 | 0 | 0 |
| 26 | 15 | 13 | 2 | 13 | 2 | 2 |
| 27 | 19 | 18 | 1 | 18 | 1 | 0 |
| 28 | 11 | 11 | 0 | 11 | 0 | 0 |
| 29 | 14 | 13 | 1 | 13 | 1 | 1 |
| 30 | 8 | 7 | 1 | 7 | 1 | 1 |
| | | 481 | 44 | 483 | 42 | 23 |
| Total | 525 | 525 | | 525 | | 23 |

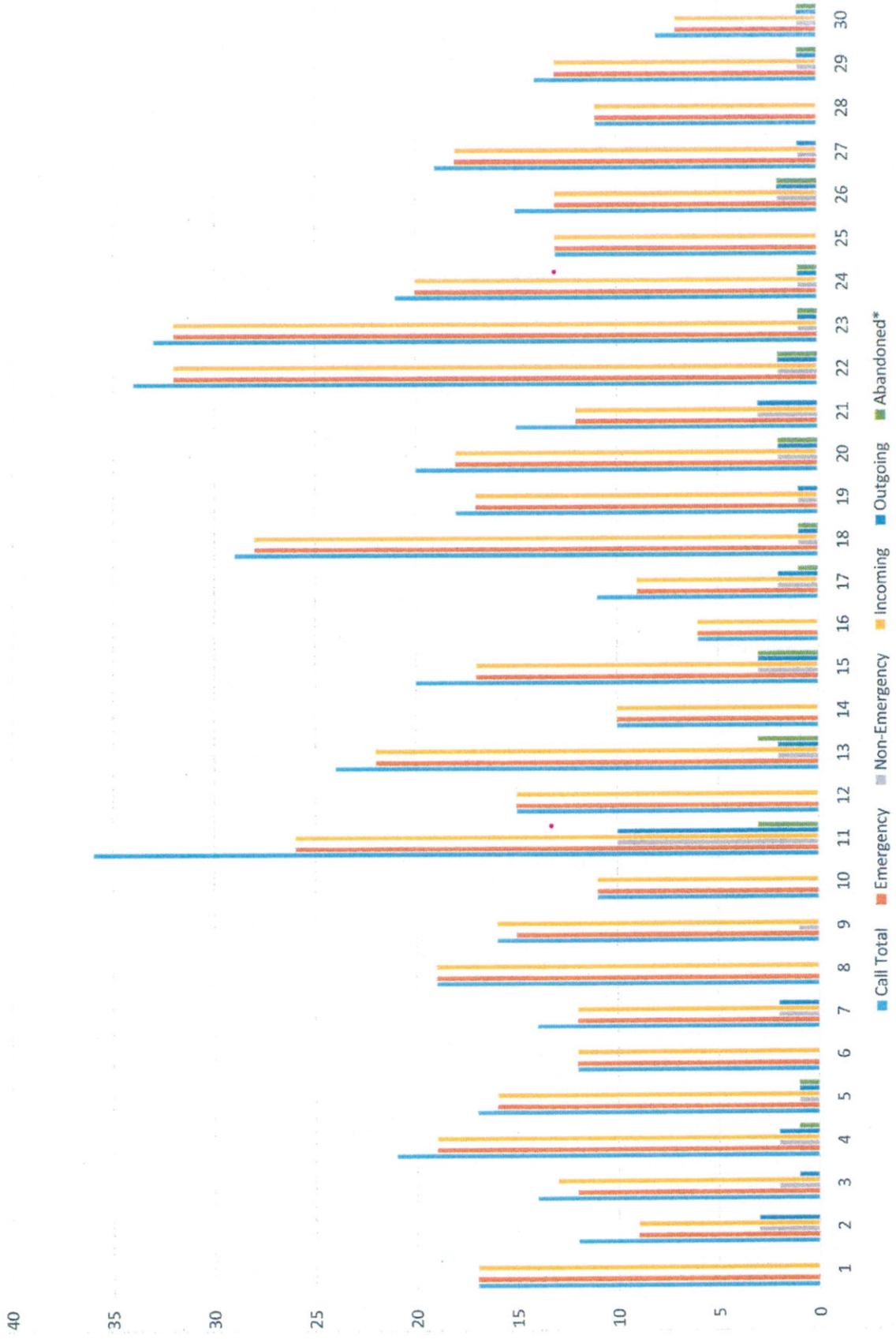
*The Abandoned Call Count total is also included in the Incoming Call Origin Count.

City of West Point, Georgia
9-1-1 Call Volume by Day - June 2015

| | Daily Call Total | Call Category | | Call Origin | | Abandoned* |
|--------------|---------------------|---------------|---------------|-------------|-----------|------------|
| | | Emergency | Non-Emergency | Incoming | Outgoing | |
| 1 | 17 | 17 | 0 | 17 | 0 | 0 |
| 2 | 12 | 9 | 3 | 9 | 3 | 0 |
| 3 | 14 | 12 | 2 | 13 | 1 | 0 |
| 4 | 21 | 19 | 2 | 19 | 2 | 1 |
| 5 | 17 | 16 | 1 | 16 | 1 | 1 |
| 6 | 12 | 12 | 0 | 12 | 0 | 0 |
| 7 | 14 | 12 | 2 | 12 | 2 | 0 |
| 8 | 19 | 19 | 0 | 19 | 0 | 0 |
| 9 | 16 | 15 | 1 | 16 | 0 | 0 |
| 10 | 11 | 11 | 0 | 11 | 0 | 0 |
| 11 | 36 | 26 | 10 | 26 | 10 | 3 |
| 12 | 15 | 15 | 0 | 15 | 0 | 0 |
| 13 | 24 | 22 | 2 | 22 | 2 | 3 |
| 14 | 10 | 10 | 0 | 10 | 0 | 0 |
| 15 | 20 | 17 | 3 | 17 | 3 | 3 |
| 16 | 6 | 6 | 0 | 6 | 0 | 0 |
| 17 | 11 | 9 | 2 | 9 | 2 | 1 |
| 18 | 29 | 28 | 1 | 28 | 1 | 1 |
| 19 | 18 | 17 | 1 | 17 | 1 | 0 |
| 20 | 20 | 18 | 2 | 18 | 2 | 2 |
| 21 | 15 | 12 | 3 | 12 | 3 | 0 |
| 22 | 34 | 32 | 2 | 32 | 2 | 2 |
| 23 | 33 | 32 | 1 | 32 | 1 | 1 |
| 24 | 21 | 20 | 1 | 20 | 1 | 1 |
| 25 | 13 | 13 | 0 | 13 | 0 | 0 |
| 26 | 15 | 13 | 2 | 13 | 2 | 2 |
| 27 | 19 | 18 | 1 | 18 | 1 | 0 |
| 28 | 11 | 11 | 0 | 11 | 0 | 0 |
| 29 | 14 | 13 | 1 | 13 | 1 | 1 |
| 30 | 8 | 7 | 1 | 7 | 1 | 1 |
| | | 481 | 44 | 483 | 42 | 23 |
| Total | 525 | 525 | | 525 | | 23 |

*The Abandoned Call Count total is also included in the Incoming Call Origin Count.

West Point, GA Call Volume Report - June 2015



Public Works Department Activity Report

June 2015

Preventive maintenance on storm water collection system

Patch with 8 tons

Pass out Recycle Cans

Haul dirt to land field # 1 & Haul dirt to land field # 2

Help at play field dedication

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

Trim limbs on the R-O-W

Service and repair Equip.

Clean up in town area

Clean recycle area on Stateline Road

Work at 1506 Bld. HWY. 29

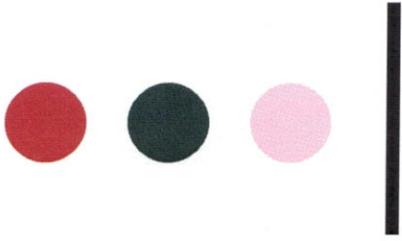
Spray weeds in town area

Cut and pick up trash on R-O-W

Cut and clean in Cemetery

Repair curb on E6th St.

Clean bridge put up banners



NEW BUSINESS



COUNCIL STAFF REPORT

Dept. of Community Development

Agenda Item: Amendments to City Code of Ordinances

- **Create** Article III of Chapter 17
 - ROW landscaping regulations

Purpose: The addition of article III into section 17 of the City of West Point's Code of Ordinances is intended to promote West Point's beautification efforts by preserving urban forestry and landscaping that has been accomplished or has yet to be installed on public right-of-ways and sidewalks.

Background: This ordinance is being considered due to the importance of city trees along the streets of the city and in downtown and the increasing frequency of conflicts with the urban forest.

Related Material: Amendments being made

Revisions to Chapter 17

Chapter 17 - ~~STREETS AND SIDEWALKS~~ STREETS, SIDEWALKS, & RIGHT-OF-WAYS

FOOTNOTE(S):

--- (1) ---

Cross reference— Subdivisions, Ch. 18; parades, § 20-81 et seq.; zoning, App. A.

State Law reference— Authority to construct and maintain streets and roads, Ga. Const. art. 9, sec. 2, par. 3; powers with respect to municipal street system, O.C.G.A. § 32-4-92; power of city to open, close or extend public streets, alleys and sidewalks, O.C.G.A. § 36-34-3; street improvements, O.C.G.A. § 36-39-1 et seq.; executions for collection of assessments for paving streets and laying sewers, O.C.G.A. § 48-5-358.

ARTICLE I. - IN GENERAL

Sec. 17-1. - Red warning light required on obstruction; liability for failure to comply.

It shall be unlawful to obstruct any street of the city, whether with permission or not, unless red lights are placed in such positions as to give full and adequate warning at night to any person being unaware of such obstruction. (Code 1967, § 20-1)

State Law reference— Obstructing sidewalks or other public passages, O.C.G.A. § 16-11-43.

Sec. 17-2. - Leaving excavation open.

It shall be unlawful for any person, who having secured permission from the city council, and having made an excavation in the street, to leave such excavation open after completing his work, or to leave such excavation unguarded or without a railing of some kind around the excavation. (Code 1967, § 20-2)

State Law reference— Abatement of hazard from abandoned well or hole, O.C.G.A. § 44-1-14.

Sec. 17-3. - Encumbering streets and sidewalks.

No person shall block or encumber any street or sidewalk in the city without first securing the permission from the city manager to block or encumber such street or sidewalk, and then only for good and just cause, and only for such time as is absolutely necessary. A minor sidewalk encroachment in the downtown central business district for existing storefront property may be granted. The city manager may grant permission for minor sidewalk encroachments for such things as steps, stairways and handicap accessible ramps. Permission shall only be granted in situations that will not restrict the safety, convenience and comfort of the public use of sidewalks. A minor sidewalk encroachment application shall be submitted to the planning department and approved by the city manager prior to any work being initiated. (Code 1967, § 20-3; Ord. No. 2009-27, § 1, 9-9-09)

Sec. 17-4. - Blocking streets with building material; removal.

- (a) Owners or lessees or others occupying buildings on the sidewalks and streets of the city may place on sidewalks or streets, under the supervision of the code enforcement officer, material to be used in erecting new buildings or repairing the buildings or such sidewalks or streets.
- (b) When, in the code enforcement officer's opinion, any person shall use more of such sidewalk or street than is necessary or for a longer time than it is necessary for the purposes mentioned in this section, the code enforcement officer shall notify such person to appear before the judge of the municipal court and show cause why such obstruction should not be moved, and, if it should appear that the same has remained upon the sidewalk or street for longer time than necessary or that more space is being occupied than necessary, then such person shall be deemed guilty of violating this section and shall be punished in accordance with the provisions of section 1-14. In addition to the punishment above provided for, the person so offending shall be required to remove such obstruction within twenty-four (24) hours, and, upon failure to comply with such requirements, he shall be punished as provided in section 1-14 (Code 1967, § 20-4)

Sec. 17-5. - Burning of trash, leaves, etc., on streets prohibited.

It shall be unlawful for any person to burn leaves, trash, or any other matter upon the streets, sidewalks or alleys of the city. (Code 1967, § 20-5)

Sec. 17-6. - Numbering of houses.

It shall be the duty of the owner of every house abutting on any street within the city limits that is not already properly numbered with an approved number to place thereon a conspicuous house number to be approved by the city clerk-treasurer. When an old or incorrect number appears on any building it shall be the duty of the owner thereof to remove the same and replace it with the correct number approved by the superintendent of streets. (Code 1967, § 20-9)

Sec. 17-7. - Railroad crossing to be constructed, maintained.

It shall be unlawful for any railroad company whose road crosses any of the streets in the city to fail, or neglect, or refuse, on being notified, to have a suitable crossing made and kept in good repair at the different points where such roads cross the streets, alleys, ways, and public roads in the city; or for any railroad company to refuse or neglect or fail to put in good traveling order all roads in the city turned or changed for the benefit of such railroad. (Code 1967, § 20-12)

Secs. 17-8—17-30. - Reserved.

ARTICLE II. - MAINTENANCE AND REPAIR

Sec. 17-31. - Superintendent of streets and sewers.

The superintendent of streets and sewers shall superintend the working of the streets under the direction of the street committee. He shall be responsible for and have the custody of the vehicle and equipment provided for such work. He shall cause to be removed all obstacles which he may find in the streets, alleys, sewers, drains, ditches, sidewalks and pavement, and, if any person creating such obstruction shall fail or refuse to remove same, he shall report such facts to the mayor. (Code 1967, § 20-23)

Sec. 17-32. - Street cuts.

Any person engaged in the plumbing business, or any other person who shall desire to install any pipe, water connection or gas pipe in or under the public streets in the city, and who shall desire to make any excavation in or under such streets for such purpose, or who shall desire to make any excavation in or under said streets for any other purpose, shall be required before commencing such excavation to file a written application as hereinafter set forth and obtain a written permit from the street superintendent, together with the approval of the clerk-treasurer for the right and authority to make such excavation. (Code 1967, § 20-24)

Sec. 17-33. - Unauthorized excavations; removal of earth

It shall be unlawful for any person not authorized by the city council to do so to make any excavation of any kind in the streets of the city. Nor shall any person take away or remove any earth from any street in the city without first receiving the permission of the city council. (Code 1967, § 20-25)

Sec. 17-34. - Penalty for making excavation without complying with chapter.

Any person, except employees of the city, who shall make any excavation in or under the public street without first complying with the provisions of this article shall be guilty of an offense and upon conviction shall be punished according to the provisions of section 1-14. (Code 1967, § 20-26)

Sec. 17-35. - Responsibility of plumbers for damage to sewers and streets.

The plumber who makes any house connection with the public sewer shall be held responsible for any damage he may do to the sewer or street; and he shall restore the street to as good condition as it was at the beginning of his work. Should any person fail to make such repairs to the streets and sidewalks as are necessary to restore them to as good condition as they were at the beginning of his work, then the street superintendent shall make such repairs, and for such work there shall be made by the city a reasonable charge against such person; provided, that where such work is on a paved street or sidewalk, the minimum charge shall be three dollars (\$3.00) for each square yard or any part thereof. (Code 1967, § 20-27)

Secs. 17-36—17-50. - Reserved.

ARTICLE III. – CITY PROPERTY & R.O.W. LANDSCAPING.

Sec. 17-51. – Purpose

It is the purpose of this ordinance to promote and protect the public health, safety and general welfare by providing the regulation of the planting, maintenance and removal of trees, shrubs and other plants within the right of ways and other public property of the City of West Point.

Sec. 17-52. - Authority & Enforcement.

- (a) The City of West Point Public Works Director and the City Manager are designated to administer the provisions of the ordinance.
- (b) The City of West Point's code enforcement officer(s) are designated with the authority to issue notices, citations, and fines for violations.

Sec. 17-53. - Applicability.

This ordinance provides full power and authority over all trees, plants and shrubs within street rights-of-way, parks and public places of the city.

Sec. 17-54. - Definitions.

- (a) City Tree- Any tree that is located on an easement, right of way, street median, public park, public space or sidewalk of the City of West Point
- (b) Right-of-Way.-The area on, below, or above a public roadway, highway, street, public sidewalk, alley, waterway, or utility easement in which the municipality has an interest.
- (c) Topping is defined as the severe cutting back of limbs to stubs within the tree's crown to such a degree as to remove the normal canopy and disfigure the tree.

Sec. 17-55. - Licensing.

It shall be unlawful for any person to engage in the business of planting, cutting, trimming, and pruning, removing, spraying or otherwise treating city trees, shrubs or vines within street rights-of-way, parks and public places of the city.

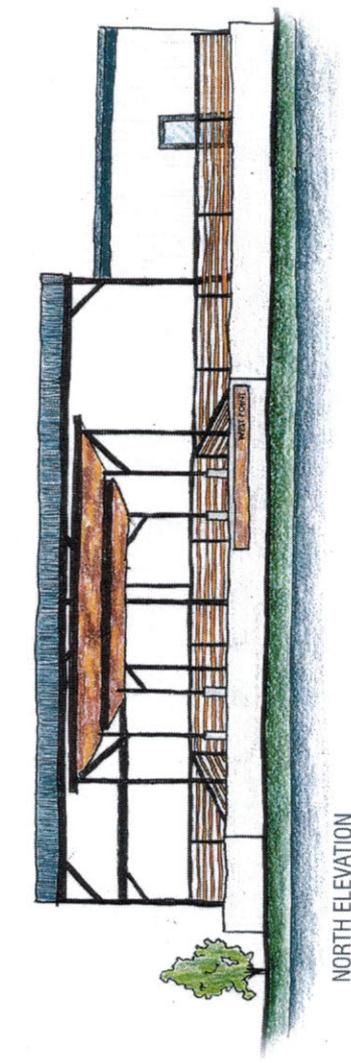
Sec. 17-56. – Guidelines; Pruning, Removal, Signs, Reporting a Problem

- (a) Whether it is a limb obstructing a stop sign or a city tree in front of a storefront, trees in any community require annual inspections and regular pruning to prevent tree/sign conflicts. "Crown lifting" is a technique used by arborists to remove the tree's lowest limbs over several years. This is done gradually so that no more than a third of the living crown is removed during a single pruning. Eventually, the lowest part of the crown is 8 to 14 feet above the sidewalk, out of the way of street-level signs, vehicles and vandals.
- (b) City trees will be evaluated annually and pruned when needed. Every effort will be made to keep city trees from being in contact with storefronts, awnings or arm signs.
- (c) Topping — It shall be unlawful as a normal practice for any person, firm or city department to top any city tree. Trees severely damaged by storms or other causes, or certain trees under utility wires or other obstructions where other pruning practices are impractical may be exempted from this ordinance at the determination of the City.

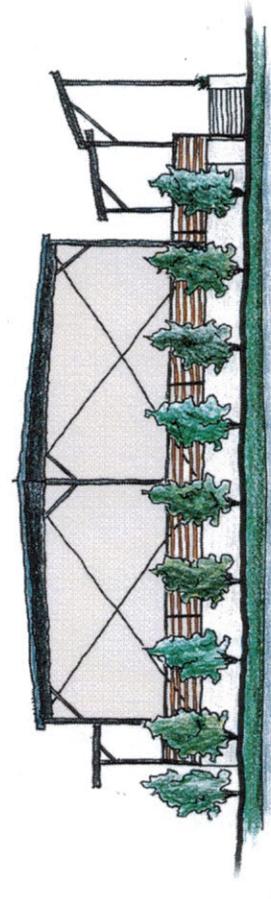
- (d) If a city tree is determined to be diseased, dying or dead the city will remove the tree and replace with the same variety, a comparable variety or if conditions have changed a variety that is suitable for the location.
- (e) Trees blocking existing signs may be pruned if the city determines that the pruning is within normal maintenance practices and will not harm the tree or its aesthetic quality.
- (f) New sign locations should be selected to avoid conflict with city trees.
- (g) Any person wishing to report a city tree issue may contact West Point City Hall.

Sec. 17-57. – Penalties, Claims, & Appeals

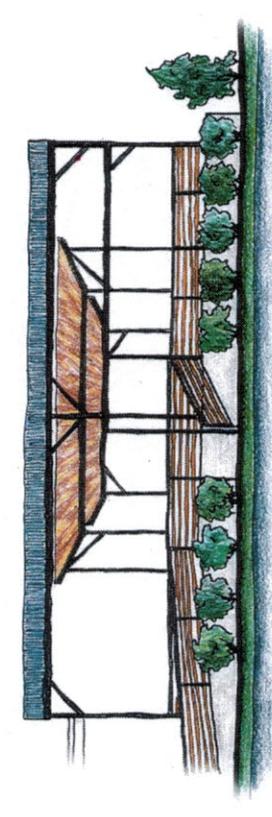
Any person who violates any provision of this ordinance or who fails to comply with any notice issued pursuant to provision of the ordinance, upon being found guilty of violation, shall be subject to a fine not to exceed \$500 for each separate offense. Each day during which any violation of the provisions of this ordinance shall occur or continue shall be a separate offense.



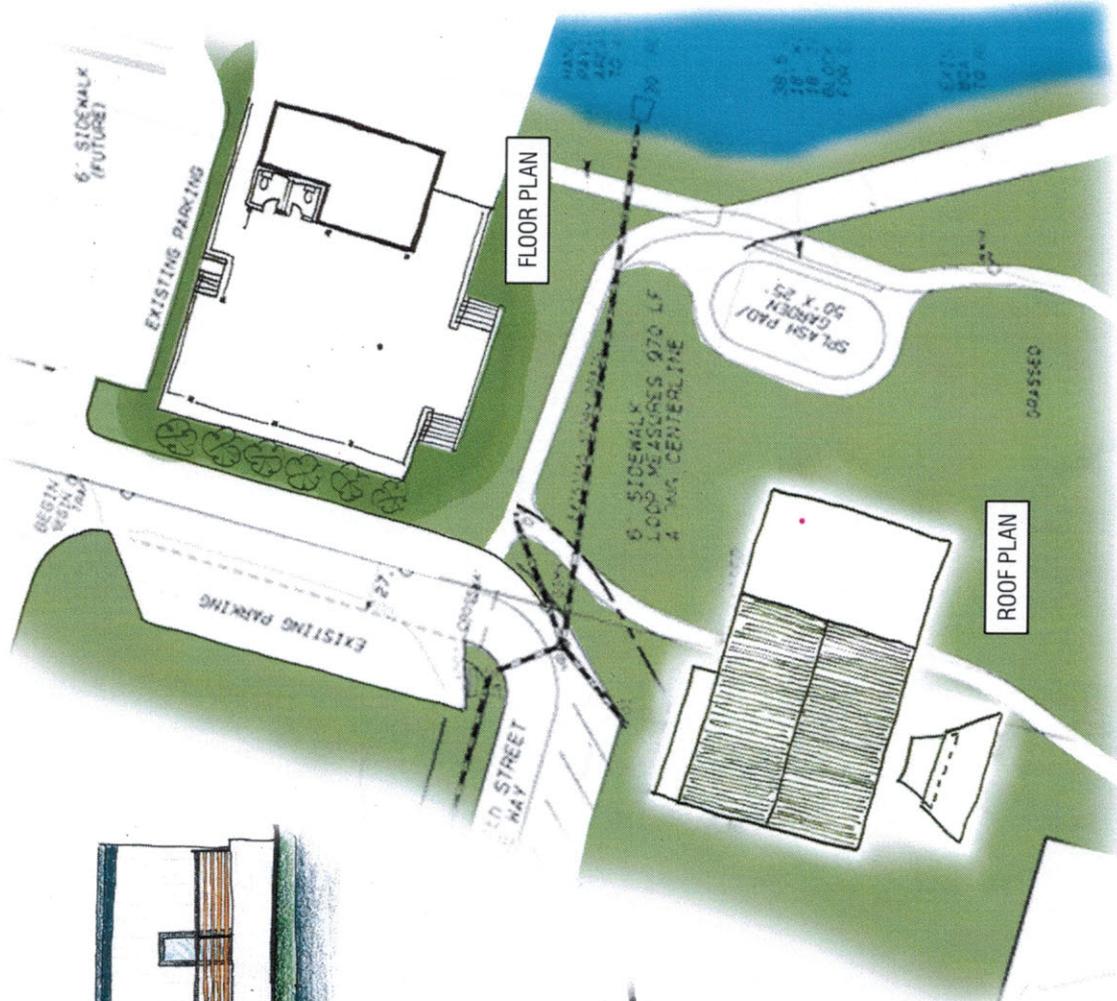
NORTH ELEVATION



EAST ELEVATION



SOUTH ELEVATION



FLOOR PLAN

ROOF PLAN

WEST POINT RIVER PARK - OPEN PAVILION CONCEPT

06/24/2015



AQUA DYNAMICS, INC.

1866 Holston Drive
Jonesboro, GA 30236
(770) 477- AQUA (2782)
(770) 477- 5932 Fax
aquadynamics@comcast.net

PROPOSAL

June 29, 2015

Ed Moon
City Manager
City of West Point
730 1 Avenue
West Point, GA 31833

Project: West Point Fountain / Splash Pad with Lights

We are pleased to provide you with this proposal for a turnkey installation for the above referenced project. Aqua Dynamics, Inc. is an experienced design build contractor specializing in fountains and water features. We are submitting this proposal with the intent to utilize splash pad fixtures manufactured by Vortex International. All other equipment necessary for the complete system operation is to be provided by Aqua Dynamics, Inc.

Our installation includes the following:

SYSTEM:

1. Installation of equipment cabinet with controller and manifold
2. All discharge piping (Schedule 40 pipe and fittings)
3. All electrical conduit and wiring from electrical control panel
4. Install all in-slab fixtures, nozzles, conduits, wiring and other necessary components for the complete system operation.

CONCRETE:

1. 400 S. F. Splash Pad - 3,500 PSI reinforced at 6" thick
2. 500 S. F. Perimeter Walk – 3,500 PSI reinforced concrete at 4" thick
3. Applied non-skid surface

Total Price

\$ 75,325.00

EXCLUSIONS: Grading of splash pad +/- 2/10"
All Utilities

NOTES: Utilities to be stubbed to point of equipment cabinet
Deck drain not to exceed 10' from edge of concrete

Thank You for the Opportunity to Bid



vortex-intl.com

West Point Fountain Splashpad®, GA

Rev 00 - 24033

Night View

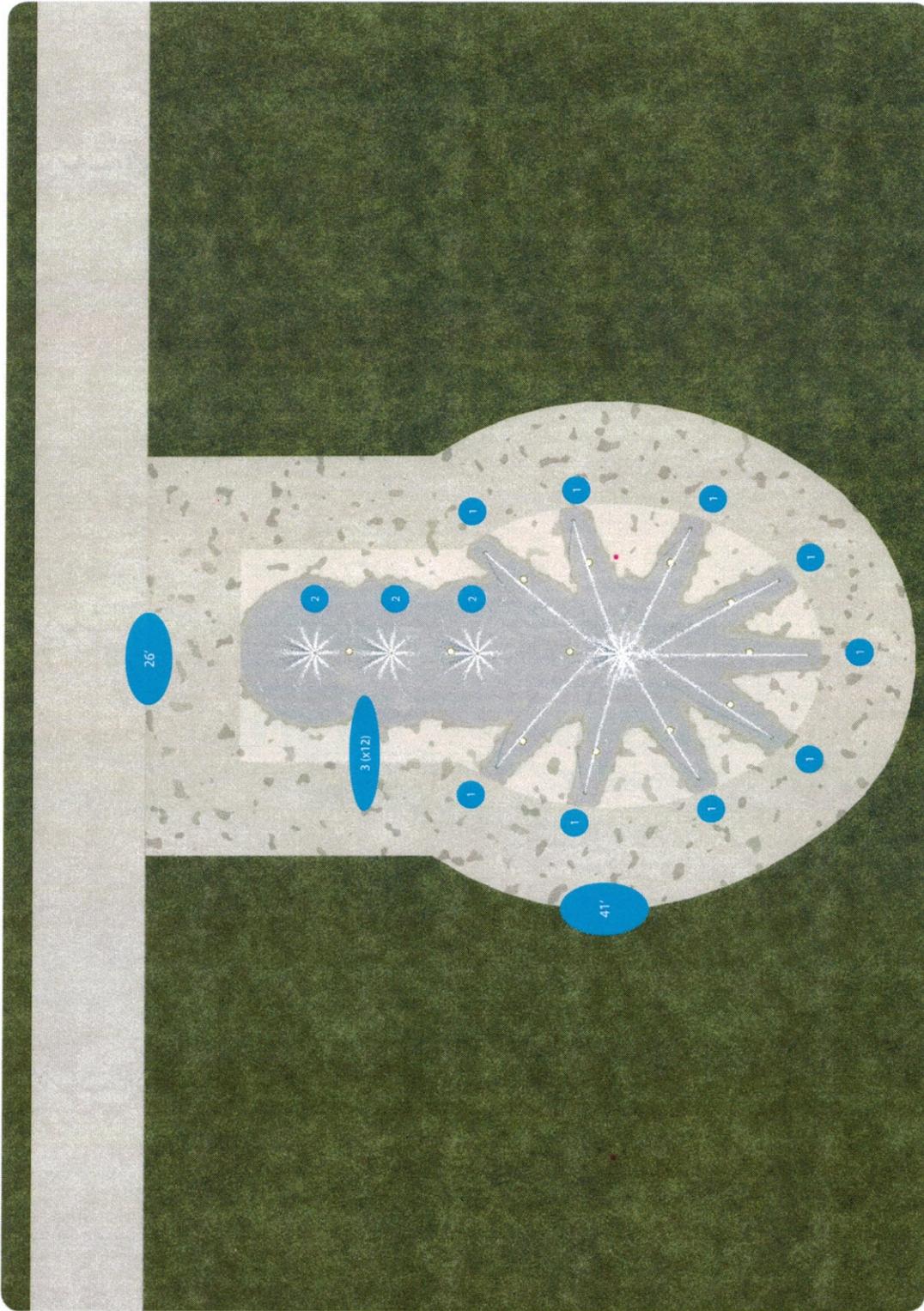




SPLASHPAD COMPONENTS

TOTAL AREA: 900 ft² (83.5 m²)
 SPRAY AREA: 400 ft² (37 m²)

| # | ITEM | QTY | GPM |
|------------------|----------------------------------|-----|------|
| 1 | directional water jet VOR 305 | 9 | 22.5 |
| 2 | ground geyser VOR 301 | 4 | 18 |
| 3 | LED light VOR 7050 | 12 | n/a |
| TOTAL WATER FLOW | | 25 | 40.5 |



West Point Fountain Splashpad®, GA

Rev 00 - 24033

Top View Splashpad®



RESOLUTION

**2014 CHIP HOUSING REHABILITATION PROGRAM
ADOPTING REVISED POLICIES AND PROCEDURES**

WHEREAS, the City of West Point was awarded a \$204,000.00 Community HOME Investment Program (CHIP) Grant from the Georgia Department of Community Affairs on April 29, 2014; and

WHEREAS, the City applied for these funds from the Georgia Department of Community Affairs; and

WHEREAS, the City applied for such grant to provide housing rehabilitation assistance to a minimum of five (5) units and twelve (12) qualified very low- income persons in the city limits of West Point; and

WHEREAS, the goal of the City is to improve the housing conditions in the city of West Point.

NOW THEREFORE BE IT RESOLVED, that the Mayor and City Council hereby adopt the revised Policies and Procedures for the 2014 CHIP Housing Rehabilitation Program.

Adopted and approved by the City Council of the City of West Point on July 13, 2015.

Honorable A. Drew Ferguson, IV, Mayor

ATTEST:

Richard McCoy, City Clerk



INFORMATION

The Housing Authority of the City of West Point, Georgia

Special Board Meeting

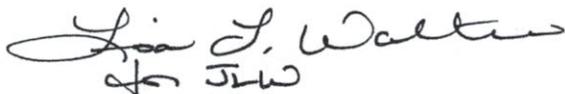
Thursday, May 21, 2015

4:00 P.M.

AGENDA

| | Page |
|--|-------|
| 1. Invocation | |
| 2. Introduction of Guests | |
| 3. Consider Approval of Minutes for Special Board Meeting of March 17, 2015 (Attached behind Agenda) | |
| 4. Consider Approval of Staff Reports: | |
| ▪ Finance | 1 – 3 |
| ▪ Occupancy..... | 4 |
| 5. Consider A Resolution Adopting The FY2016 Operating Budget..... | 5 – 6 |
| 6. Consider A Resolution Authorizing The Charging Off Of Resident Account Balances For Month Ending March 31, 2015..... | 7 |
| 7. Award Contract for Roof Replacement at O.J. Cook Apartments..... | 8 – 9 |
| 8. Executive Director's Report | |
| 9. 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
SPECIAL BOARD MEETING
MARCH 17, 2015

The Commissioners of the Housing Authority of the City of West Point, Georgia, met for the Special Board Meeting at the Rental Office Community Room in West Point on the 17th day of March 2015, as allowed by and in compliance with By-laws of the Authority.

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

Burt Winston
Coleman Reeves
Stan Rodimon

The following Commissioner(s) were absent:

Ralph Davidson
Nekos Davis

OTHERS PRESENT

Len Williams, Lisa Walters, Sabrina Richards, Jackie White and Temekia Carr

INVOCATION

Wiky Gladden

INTRODUCTION OF GUESTS

None

PUBLIC HEARING FOR THE 2015 ANNUAL PLAN

There were no comments from the audience nor the table for the public hearing on the 2015 Annual Plan.

PUBLIC HEARING CLOSED

Commissioner Wiky Gladden commented about how she was proud of Jackie and Temekia for attending the Citizens Police Academy Class sponsored by the West Point Police Department. The class starts at 6:00 p.m. and ends at 9:00 p.m. every Tuesday for 13 weeks.

APPROVAL OF MINUTES OF THE SPECIAL BOARD MEETING OF NOVEMBER 6, 2014

There were no corrections made to the minutes. Motion was made by Commissioner Coleman Reeves and seconded by Commissioner Stan Rodimon. The board unanimously approved the minutes.

APPROVAL OF STAFF REPORTS

Following discussion and on motion by Commissioner Reeves, seconded by Commissioner Winston, the board unanimously approved the financial and occupancy reports.

CONSIDER A RESOLUTION AUTHORIZING THE CHARGE OFF OF RESIDENT ACCOUNT BALANCES FOR THE MONTH ENDING OCTOBER, NOVEMBER, DECEMBER 2014 & JANUARY AND FEBRUARY 2015

The Following Resolution was introduced and duly considered:

RESOLUTION NO: 1006-87

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

Following discussion and on motion by Commissioner Stan Rodimon, seconded by Commissioner Coleman Reeves, the board unanimously agreed to charge off residents account balances in the amount of \$14,100.77 for all five (5) months.

CONSIDER A RESOLUTION ADOPTING THE FY-2015 ANNUAL PHA PLAN

In Derick Wolf's absence, Lisa Walters explained the resolution plan. The board thought it was a reasonable plan, but needs a future plan to make it better. Commissioner Stan Rodimon stated we need to find ways for ourselves to do something for our citizens in the community also. Commissioner Wiky Gladden mentioned there is a program call THINC sponsored by KIA that we may be able to get involved. After no more discussion and on motion by Commissioner Stan Rodimon, seconded by Commissioner Coleman Reeves, the board unanimously approval the plan.

EXECUTIVE DIRECTOR'S REPORT

Mr. Williams stated that he has filed and recorded the quick claim deed. He also stated that we are a high performer with a score of 94. Mr. Williams and Ms. Richards were very much appreciative for the board's support at the retreat. It was a successful meeting. He suggested we should move ahead and request a proposal first for redevelopment plan instead of RAD and start that process. It would be to our advantage to bring in a developer partner, or someone who is skilled for guidance if the board wants it that way. Vouchers cannot be issued because of Fair Housing. We will also be looking at tax credit. Other options would be looked at as well. More discussion at the next board meeting in July. The board agreed.

Audit books were passed out for review for PHA scores. Lisa Walters and her group were commended on doing a great job!

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

Flyers from the ROSS program were passed out for the board to review from previous events held with the residents and their participation.

With no further discussion meeting adjourned at 4:58 p.m.

Wiky Gladden, Interim Chairman

J. Len Williams, Secretary-Treasurer

**THE HOUSING AUTHORITY OF THE CITY OF WEST POINT, GA
BALANCE SHEET
APRIL 30, 2015**

Assets

| | | |
|-----------------------------------|----|---------------------|
| Cash | \$ | 9,427 |
| Tenant Accounts Receivable (Net) | | 6,707 |
| Investments | | 787,000 |
| Prepaid Expenses and Other Assets | | 45,231 |
| Land, Structures & Equipment | \$ | 12,509,425 |
| Less: Accumulated Depreciation | | (9,070,294) |
| | | 3,439,131 |
| Total Assets | | \$ 4,287,496 |

Liabilities

| | | |
|------------------------------|----|-------------------|
| Tenant Security Deposits | \$ | 41,285 |
| Accounts Payable - Vendor | | 2,387 |
| Accounts Payable - HACG | | 71,851 |
| Payment in Lieu of Taxes | | 8,775 |
| Accrued Salaries & Wages | | - |
| Accrued Compensated Absences | | 37,133 |
| Other Liabilities | | 341 |
| | | 161,772 |
| Total Liabilities | | \$ 161,772 |

Surplus

| | | |
|--------------------------------------|----|---------------------|
| HUD-PHA Contributed Assets | \$ | 3,439,131 |
| Operating Reserve | | 686,593 |
| | | 4,125,724 |
| Total Surplus | | \$ 4,125,724 |
| Total Liabilities and Surplus | | \$ 4,287,496 |

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

As of
APRIL 30, 2015

| | <u>YEAR-TO-DATE</u> | | | 2015 ANNUAL BUDGET |
|--|---------------------|---------------------|--|-----------------------------------|
| | <u>Actual</u> | <u>Budget</u> | <u>Favorable/ (Unfavorable) Variance</u> | |
| REVENUES | | | | |
| Rental Income | \$ 578,414 | \$ 556,200 | \$ 22,214 | \$ 667,440 |
| Other Income | 59,949 | 41,267 | 18,682 | 49,520 |
| HUD Subsidy | 755,317 | 678,161 | 77,156 | 813,793 |
| CFP Operating Transfer | - | 108,333 | (108,333) | 130,000 |
| Total Revenues | \$ 1,393,680 | \$ 1,383,961 | \$ 9,719 | \$ 1,660,753 |
| EXPENSES | | | | |
| Administrative | \$ 115,872 | \$ 116,454 | \$ 582 | \$ 139,745 |
| Property Mgmt/Accounting Fee/Frontline Fees | 139,459 | 150,250 | 10,791 | 180,300 |
| Resident Service | 9,942 | 10,288 | 346 | 12,346 |
| Utilities | 490,664 | 570,833 | 80,169 | 685,000 |
| Ordinary Maintenance | 351,080 | 291,710 | (59,370) | 350,052 |
| General Expenses | 146,780 | 148,333 | 1,553 | 178,000 |
| Extra-Ordinary Maintenance | 41,625 | - | (41,625) | - |
| Capital Expenditures | - | - | - | - |
| Total Expenses | \$ 1,295,422 | \$ 1,287,869 | \$ (7,553) | \$ 1,545,443 |
| Net Income/ (Deficit) from Operations | \$ 98,258 | \$ 96,092 | \$ 2,166 | \$ 115,310 |

THE HOUSING AUTHORITY OF THE CITY OF WEST POINT, GA
Grant Funding
APRIL 30, 2015

| Grant Funding | Program End Dates | Approved Budget | Total Obligated | Actual Expenditures | Remaining to Obligate | Remaining to Disburse |
|----------------------|---|----------------------------|----------------------------|--------------------------------|----------------------------------|----------------------------------|
| CFP - FY'12 (989) | 03/11/14 Obligate 03/12/16 Disburse | 269,087 | 269,087 | 266,637 | - | 2,450 |
| CFP - FY'13 (994) | 09/08/15 Obligate 09/08/17 Disburse | 272,761 | 137,865 | 137,865 | 134,896 | 134,896 |
| CFP - FY'14 (910) | 05/12/16 Obligate 05/12/18 Disburse | 255,916 | 39,242 | 25,592 | 216,674 | 230,324 |
| ROSS - FY'12 (992) | 12/17/13 Effective 12/17/16 Disburse | 191,565 | 92,165 | 92,165 | 99,400 | 99,400 |
| Total Grants | | \$ 989,329 | \$ 538,359 | \$ 522,259 | \$ 450,970 | \$ 467,070 |

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

1-May-15

MR. J. LEN WILLIAMS, EXECUTIVE DIRECTOR
 THE HOUSING AUTHORITY OF THE CITY OF WEST POINT, GEORGIA
 WEST POINT, GEORGIA

DEAR MR. WILLIAMS:

I submit the following "Report on Tenant Selection" for the period 04/01/15 - 04/30/15

PUBLIC HOUSING

| | |
|--|-----|
| No. of Apparently Eligible Applications on Hand last reported period | 289 |
| No. of Applications taken during reporting period | 4 |
| No. of Applications suspended or withdrawn during reporting period | 2 |
| No. of Move-Ins for reporting period | 4 |
| No. of Apparently Eligible Applications on Hand for reporting period | 287 |

Applications on Hand

| 0 BR | 1 BR | 2 BR | 3 BR | 4 BR | 5 BR |
|------|------|------|------|------|------|
| 0 | 126 | 106 | 47 | 7 | 1 |

=

287

NO. OF VACANT APARTMENTS AND MOVE-INS

| Developments | Total No. of Units | Units Vacant 03/31/15 | Moved Out During April | Moved In During April | UNITS AVAILABLE 04/29/2015 | | | | | | Total Units Vacant | Percent Units Vacant |
|--------------------|--------------------|-----------------------|------------------------|-----------------------|----------------------------|----------|----------|----------|----------|----------|--------------------|----------------------|
| | | | | | 0 BR | 1 BR | 2 BR | 3 BR | 4 BR | 5 BR | | |
| PINE RIDGE APTS | 42 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| GRANT APTS. | 55 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| O.J. COOK APTS* | 8 | 4 | 0 | 2 | 0 | 0 | 0 | 1 | 1 | 0 | 2 | 25% |
| O.J. COOK APTS** | 110 | 2 | 0 | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 1% |
| HIGGINS CIRCLE | 8 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0% |
| Sub-Total | 223 | 7 | 0 | 4 | 0 | 0 | 0 | 1 | 1 | 0 | 3 | 1% |
| GRAND TOTAL | 223 | 7 | 0 | 4 | 0 | 0 | 0 | 1 | 1 | 0 | 3 | 1% |

*1 Unit in abatement

**2 Units in abatement

RESPECTFULLY SUBMITTED,

MISTY MICHELLE STUBBS
 PUBLIC HOUSING COORDINATOR

RESOLUTION NO. _____

A RESOLUTION ADOPTING THE FY2016 OPERATING BUDGET
FOR THE HOUSING AUTHORITY OF THE CITY OF WEST POINT

WHEREAS, The Annual Contributions Contract requires the preparation and approval of Operating Budgets; and,

WHEREAS, the Commissioners of the Housing Authority of the City of West Point have been furnished copies of the proposed Operating Budget for the fiscal year ending on June 30, 2016; and,

WHEREAS, the proposed Budget has been determined by the Commissioners and found to be a sound financial plan:

BE IT THEREFORE RESOLVED that the proposed said Operating Budget for FY2016 is hereby approved and adopted on May 21, 2015.

Certified:

Wiky Gladden, Chairman

J. Len Williams, CEO

WEST POINT
BUDGET
Fiscal Year Ending June 30, 2016

| | Actual FY 2014 PUM | Estimated FY 2015 PUM | Budgeted FY 2016 PUM | FY 2016 ANNUAL BUDGET |
|--|-----------------------|-----------------------------|----------------------------|-----------------------------|
| REVENUES | | | | |
| Net Rental Revenue | 245.28 | 257.93 | 265.70 | 711,010 |
| Operating Subsidy | 313.91 | 344.98 | 366.96 | 981,996 |
| Interest Income | 1.24 | 0.76 | 0.82 | 2,200 |
| Other Revenue | 15.07 | 8.75 | 8.89 | 23,800 |
| CFP Operating Transfer | 11.19 | - | - | - |
| TOTAL REVENUE | 586.69 | 612.41 | 642.38 | \$ 1,719,006 |
| OPERATING EXPENDITURES | | | | |
| Administration: | | | | |
| Salaries | 33.18 | 33.17 | 33.52 | 89,700 |
| COCC Fees | 62.45 | 60.97 | 61.55 | 164,720 |
| COCC Frontline Charges | 10.25 | 1.41 | 3.48 | 9,310 |
| Office Supplies | 2.02 | 1.31 | 1.91 | 5,100 |
| Administrative Other | 16.67 | 18.21 | 18.76 | 50,195 |
| Total Administration Expenses | 124.57 | 115.08 | 119.22 | 319,025 |
| Resident Services: | | | | |
| Salaries | 3.84 | 4.31 | 4.44 | 11,882 |
| Contract Costs: Training & Other | 0.58 | 0.36 | 0.37 | 1,000 |
| COCC Transportation Charges | - | - | - | - |
| Total Resident Services Expenses | 4.42 | 4.67 | 4.81 | 12,882 |
| Utilities | | | | |
| | 261.33 | 223.76 | 226.08 | 605,000 |
| Ordinary Maintenance & Operation: | | | | |
| Labor | 70.26 | 69.60 | 40.85 | 109,307 |
| Contract Labor | 13.32 | 26.62 | 43.28 | 115,804 |
| Materials and Supplies | 64.73 | 44.36 | 52.04 | 139,260 |
| Contract Costs | 45.22 | 21.83 | 29.90 | 80,000 |
| COCC Central Maintenance Fees | 9.57 | 0.38 | - | - |
| Total OM&O | 203.10 | 162.79 | 166.06 | 444,371 |
| General Expense: | | | | |
| Insurance | 19.80 | 21.48 | 20.58 | 55,080 |
| Payment in Lieu of Taxes | - | 3.42 | 3.96 | 10,601 |
| Termination Payoff Payments | 2.50 | 2.91 | - | - |
| Employee Benefit Contributions | 33.55 | 31.29 | 27.68 | 74,065 |
| Collection Losses | 4.74 | 7.70 | 7.85 | 21,000 |
| Other General Expense | 1.06 | 0.82 | 0.93 | 2,500 |
| Total General Expense | 61.64 | 67.61 | 61.00 | 163,246 |
| TOTAL ROUTINE EXPENDITURES | 655.05 | 573.91 | 577.18 | \$ 1,544,524 |
| Nonroutine Expenditures: | | | | |
| Extraordinary Maintenance | 2.83 | 0.93 | - | - |
| Capitalized Equipment | - | - | 13.08 | 35,000 |
| Total Nonroutine Expenditures | 2.83 | 0.93 | 13.08 | 35,000 |
| TOTAL COST OF OPERATIONS | 657.89 | 574.84 | 590.26 | 1,579,524 |
| NET PROFIT OR (LOSS) | (71.20) | 37.57 | 52.12 | \$ 139,482 |

| | |
|--|------------|
| FY 2014 Actual Reserves at end of Fiscal Year | \$ 588,335 |
| FY 2015 Estimated Provision for Reserves | \$ 100,530 |
| FY 2016 Estimated Reserves at end of Fiscal Year | \$ 688,865 |
| FY 2016 Estimated Provision for Reserves | \$ 139,482 |
| FY 2016 Estimated Reserves at end of Fiscal Year | \$ 828,347 |
| Number of Months of Operating Expenses | 6.4 |

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE CHARGE-OFF OF FORMER RESIDENT
ACCOUNT BALANCES TO COLLECTION LOSS FOR
THE AUTHORITY'S PUBLIC HOUSING DEVELOPMENTS
FOR THE MONTH ENDED MARCH 31, 2015

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 | - | - | - | 25.45 | \$ 25.45 | 1 |
| GRANT APARTMENTS - 742 | - | - | - | - | \$ - | 0 |
| O.J. COOK APARTMENTS - 743 | 735.48 | - | - | 361.99 | \$ 1,097.47 | 3 |
| O.J. COOK APARTMENTS - 744 | - | - | - | - | \$ - | 0 |
| HIGGINS CIRCLE - 747 | - | - | - | - | \$ - | 0 |
| TOTAL CHARGED TO COLLECTION LOSS | \$ 735.48 | \$ - | \$ - | \$ 387.44 | \$ 1,122.92 | 4 |

FACT SHEET

Roof Replacement at O.J. Cook Apartments Housing Authority of the City of West Point

The Housing Authority received bids on May 7, 2015 for Roof Replacement at O.J. Cook Apartments.

The work consists of replacing roofs for 56 buildings, and includes:

1. Remove all shingles down to roof deck.
2. Install new shingles over new felt.
3. Remove rain deflectors and plumbing vents.
4. Install new aluminum rain deflectors.
5. Replace plumbing vents with new lead flashing.
6. Remove, paint, and replace all exhaust fans and heater vents.

The following page is a summary of the bids. There were two bids received for this project. George Brothers Construction, LLC of Columbus, Georgia delivered the apparent low bid for \$450,000. George Brothers Construction LLC specializes in building renovation. The Company has successfully completed building renovation projects, which included roof replacement, in Ellaville, Hogansville, and Newnan Georgia. They currently have two ongoing projects, a renovation project in Newnan, and a renovation project in Buena Vista for the Housing Authority. Funds for this work have been programmed in the 2013, 2014, and 2015 Capital Fund Program.

The West Point Housing Authority asked George Brothers Construction, LLC to provide proof of insurance and construction bond for this project.

RECOMMENDATION

If George Brothers Construction LLC provides proof of insurance and construction bond, we respectfully recommend the Board approve the contract for Roof Replacement at O.J. Cook Apartments to the apparent low bidder, George Brothers Construction, LLC of Columbus, Georgia.

Kersey & Luttrell Architects, P.C.
 4 Bradley Park Drive, Suite 3B
 Columbus, Georgia 31904
 (706) 660-0272

Tabulation
 for
 Roof Replacement at O.J. Cook Apartments
 GA 065-3 & 065-4
 West Point, Georgia

Bid Date: May 7, 2015
 Time: 2:00 p.m. E.S.T.

The Housing Authority of the City of West Point, Georgia
 for

| Contractor | Proposal | Deductive Alternates | Total | Unit Prices | Bid Bond | Statement of Assurance | Remarks |
|---|-------------------------------|----------------------|-------|-------------|----------|------------------------|---------|
| Adair Construction 2910 Broadnax Mill Road Loganville, Georgia 30052 770-466-3004 | Base Bid: \$478,734.00 | | | | | | |
| | Alternate No. 1: (6,924.00) | | | | YES | YES | |
| | Alternate No. 2: (6,635.00) | | | A. \$48.00 | | | |
| | Alternate No. 3: (8,635.00) | | | | | | |
| | Alternate No. 4: (10,638.00) | | | | | | |
| Holley Construction Co. & Assoc., Inc. 5619 Warner Road Columbus, Georgia 31909 706/561-2223 | Base Bid: \$450,000.00 | | | | | | |
| | Alternate No. 1: (\$6,000.00) | | | | YES | YES | |
| | Alternate No. 2: (\$5,000.00) | | | | | | |
| | Alternate No. 3: (\$6,000.00) | | | | | | |
| | Alternate No. 4: (\$6,500.00) | | | | | | |
| George Brothers Construction, LLC 6948 Setter Drive Columbus, Georgia 31909 706-527-1060 | Base Bid: \$450,000.00 | | | | | | |
| | Alternate No. 1: (\$6,000.00) | | | | YES | YES | |
| | Alternate No. 2: (\$5,000.00) | | | | | | |
| | Alternate No. 3: (\$6,000.00) | | | | | | |
| | Alternate No. 4: (\$6,500.00) | | | | | | |
| Zachry Inc. P.O. Box 1145 Lanett, Alabama 36863 bill@zachryconstruction.com | Base Bid: \$450,000.00 | | | | | | |
| | Alternate No. 1: (\$6,000.00) | | | | YES | YES | |
| | Alternate No. 2: (\$5,000.00) | | | | | | |
| | Alternate No. 3: (\$6,000.00) | | | | | | |
| | Alternate No. 4: (\$6,500.00) | | | | | | |

This is to certify that the above is a true and correct tabulation of bids received on May 7, 2015.

Alvin Kersey
 Architect



COUNCIL STAFF REPORT

Dept. of Community Development

July 13, 2015

Agenda Item: Amendments to Zoning Ordinance

- **Add** a section 11.5 to the Central Business District

Purpose: We have one (1) Zoning Ordinance amendment for consideration:

First, we are looking at the addition of a section 11.5 to the Central Business District to serve a means of reinforcing and promoting awareness of the necessity of Certificates of Appropriateness which are issued by the HPC.

Background: 11.5- It has come to light that more attention and awareness should be drawn towards the mandatory processes in the alteration of historic Central Business District. This is meant to serve as a means of aide as downtown continues to grow to ensure that development remain of good quality.

Recommendations: At their May 4th meeting, The Municipal Planning voted unanimously in favor of recommending this amendment to the City Council to be voted on at their July 13th. They will also have to hold a public hearing prior to their July 13th meeting which should take place on July 9th.

Related Material: Amended text from Zoning Ordinance

Add Section 11.5

Section 11. CBD - Central Business District – (C-2 downtown).

General Purpose and Description.

The intent of the CBD district (C-2 downtown) is to recognize and protect the historic and current vital core of the city; to foster its continued existence as a commercial center for business, government and service enterprises for the whole community; to encourage development of this district as a shopping, dining and activity center for residents, tourists and the surrounding region; and to reinforce its small town architecture, character, and feel, and its pedestrian atmosphere, scale and movement by grouping specialized uses which benefit from close proximity to each other and by fostering full utilization of existing structures and infrastructure.

1. Uses permitted: A building or premises shall be used only for the following purposes:

- (a) Antiques Shops

- (b) Bakery
- (c) Banks/Financial Institutions
- (d) Beauty/Barber Shops
- (e) Churches
- (f) Department Stores – clothing, shoes, apparel and accessory, etc.
- (g) Drug Stores
- (h) Florists
- (i) Furniture Stores
- (j) Jewelry Stores
- (k) Laundry/Dry Cleaning Service
- (l) Movie Theaters
- (m) Personal Services/Miscellaneous
- (n) Professional Offices – accounting, insurance, lawyer, medical, real estate, etc.
- (o) Restaurants, delicatessens, cafes, grilles, coffee shops and other eating establishments
- (p) Residences – Apartments and condominiums above commercial storefront. All other residential uses shall be by application and may only be approved by Council if it finds that the benefits and need for the proposed residential use are greater than any possible depreciating effects and damages to neighboring properties. Applicant shall provide Council with information on density, parking and overall impact of the proposed residential use.
- (q) Vehicles for hire – taxi and limousine
- (r) Other commercial uses that, in the opinion of the Planning Director, are similar in nature to those listed above (unspecified use).

2. Area and dimensional regulations. The area and dimensional regulations set forth in Section 16 shall be followed.

3. Accessory buildings, structures and uses. Accessory buildings, structures and uses are permitted in the CBD (C-2 downtown) with the conditions set forth in Section 20.

4. Parking. All new development or existing businesses within the CBD are exempt from the parking requirements outlined in Section 18.

5. All businesses located within the CBD must obtain proper approval from the Historic Preservation Commission prior to making any material alterations to the exterior of a building in accordance with section 2 division 2 of the City of West Point's Code of Ordinances.

~~6.5.~~ Street Presence and Storefront Development. All new development in the CBD shall utilize the storefront pattern or provide a building façade and sidewall along the street right-of-way.

West Point Development Authority

Agenda

July 6, 2015

1. **Invocation**
2. **Minutes**
3. **Financial Report**
4. **Old Business**
 - WPDA website**
5. **New Business**
6. **Adjournment**
7. **Next meeting to be held on Monday, August 3, 2015**

WEST POINT DEVELOPMENT AUTHORITY
June 1, 2015

June Meeting was cancelled due to members not being able to attend to make a quorum.

Next meeting is scheduled for July 6, 2015.

10:04 AM
06/10/15
Accrual Basis

West Point Development Authority
Balance Sheet
As of June 30, 2015

| | <u>Jun 30, 15</u> |
|---------------------------------------|--------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| CB&T Certificate of Deposit | 250,000.00 |
| Farmers & Merchants Bank - MMA | 251,300.74 |
| Operating Account | 15,636.45 |
| Total Checking/Savings | <u>516,937.19</u> |
| Accounts Receivable | |
| Loan Receivable - ITC CP LLC | 135,000.00 |
| Total Accounts Receivable | <u>135,000.00</u> |
| Total Current Assets | <u>651,937.19</u> |
| TOTAL ASSETS | <u><u>651,937.19</u></u> |
| LIABILITIES & EQUITY | |
| Equity | |
| Opening Balance Equity | 516,166.89 |
| Retained Earnings | 135,000.00 |
| Net Income | 770.30 |
| Total Equity | <u>651,937.19</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>651,937.19</u></u> |

10:03 AM
06/10/15
Accrual Basis

West Point Development Authority
Profit & Loss
June 2015

| | <u>Jun 15</u> |
|--------------------------------|-------------------------|
| Income | 0.00 |
| Expense | |
| Community Development | 76.61 |
| Computer & Website Maintenance | 30.00 |
| Contract Labor | 1,000.00 |
| Lease Payment Expense | 750.00 |
| Legal & Closing-Project Dev. | 225.00 |
| Legal and Closing | 250.00 |
| Office Expense | 339.22 |
| Professional Dues & Subscript. | 11.95 |
| Total Expense | <u>2,682.78</u> |
| Net Income | <u><u>-2,682.78</u></u> |

10:04 AM
 06/10/15
 Accrual Basis

West Point Development Authority
Profit & Loss Detail
 June 2015

| Type | Date | Num | Name | Memo | Clr | Split | Amount |
|--------------------------------------|-----------|------|-----------------------|------------------|-----|------------------|------------------|
| Income | | | | | | | |
| Expense | | | | | | | |
| Community Development | | | | | | | |
| Check | 6/1/2015 | 1957 | Cardmember Service | Railroads - M... | | Operating Acc... | 76.61 |
| Total Community Development | | | | | | | 76.61 |
| Computer & Website Maintenance | | | | | | | |
| Check | 6/10/2015 | 1963 | West Point Industries | Invoice C/V7... | | Operating Acc... | 30.00 |
| Total Computer & Website Maintenance | | | | | | | 30.00 |
| Contract Labor | | | | | | | |
| Check | 6/1/2015 | 1960 | Yvonne Reed | | | Operating Acc... | 1,000.00 |
| Total Contract Labor | | | | | | | 1,000.00 |
| Lease Payment Expense | | | | | | | |
| Check | 6/1/2015 | 1955 | Tramell Properties | Leas Payment | | Operating Acc... | 750.00 |
| Total Lease Payment Expense | | | | | | | 750.00 |
| Legal & Closing-Project Dev. | | | | | | | |
| Check | 6/10/2015 | 1962 | Morrow & Nix | | | Operating Acc... | 225.00 |
| Total Legal & Closing-Project Dev. | | | | | | | 225.00 |
| Legal and Closing | | | | | | | |
| Check | 6/1/2015 | 1958 | Morrow & Nix | Monthly Reta... | | Operating Acc... | 250.00 |
| Total Legal and Closing | | | | | | | 250.00 |
| Office Expense | | | | | | | |
| Check | 6/1/2015 | 1956 | Dello Products Inc. | Cleaning Ser... | | Operating Acc... | 70.00 |
| Check | 6/1/2015 | 1959 | Integrity Leasing LLC | | | Operating Acc... | 144.45 |
| Check | 6/10/2015 | 1961 | Loy's Office Supplies | Copy Charge | | Operating Acc... | 1.18 |
| Check | 6/10/2015 | 1964 | WOWI | 1656098 | | Operating Acc... | 123.59 |
| Total Office Expense | | | | | | | 339.22 |
| Professional Dues & Subscript. | | | | | | | |
| Check | 6/1/2015 | 1957 | Cardmember Service | GSCCCA | | Operating Acc... | 11.95 |
| Total Professional Dues & Subscript. | | | | | | | 11.95 |
| Total Expense | | | | | | | 2,682.78 |
| Net Income | | | | | | | -2,682.78 |

10:05 AM
 06/10/15
 Accrual Basis

West Point Development Authority
Profit & Loss Budget vs. Actual
 June 2015

| | Jun 15 | Budget | \$ Over Budget | % of Budget |
|--------------------------------|------------------|-------------------|------------------|--------------|
| Income | 0.00 | | | |
| Expense | | | | |
| Cell Phone | 0.00 | 58.33 | -58.33 | 0.0% |
| Community Development | 76.61 | 833.33 | -756.72 | 9.2% |
| Computer & Website Maintenance | 30.00 | 208.33 | -178.33 | 14.4% |
| Contract Labor | 1,000.00 | 4,916.67 | -3,916.67 | 20.3% |
| Education | 0.00 | 166.67 | -166.67 | 0.0% |
| FICA | 0.00 | 250.00 | -250.00 | 0.0% |
| Health Insurance | 0.00 | 250.00 | -250.00 | 0.0% |
| Insurance | 0.00 | 375.00 | -375.00 | 0.0% |
| Lease Payment Expense | 750.00 | 750.00 | 0.00 | 100.0% |
| Legal & Closing-Project Dev. | 225.00 | 333.33 | -108.33 | 67.5% |
| Legal and Closing | 250.00 | 416.67 | -166.67 | 60.0% |
| Marketing | 0.00 | 416.67 | -416.67 | 0.0% |
| Miscellaneous Expense | 0.00 | 175.00 | -175.00 | 0.0% |
| Office Expense | 339.22 | 416.67 | -77.45 | 81.4% |
| Payroll Expenses | 0.00 | 0.00 | 0.00 | 0.0% |
| Postage | 0.00 | 16.67 | -16.67 | 0.0% |
| Professional Dues & Subscript. | 11.95 | 416.67 | -404.72 | 2.9% |
| Project Development | 0.00 | 1,250.00 | -1,250.00 | 0.0% |
| Travel | 0.00 | 416.67 | -416.67 | 0.0% |
| Total Expense | 2,682.78 | 11,666.68 | -8,983.90 | 23.0% |
| Net Income | -2,682.78 | -11,666.68 | 8,983.90 | 23.0% |

West Point Development Authority
Profit & Loss Budget Performance
 January through December 2015

| | Jan - Dec 15 | Budget | Jan - Dec 15 | YTD Budget | Annual Budget |
|--------------------------------|------------------|-------------------|------------------|-------------------|-------------------|
| Income | | | | | |
| Bond Income | 0.00 | 100,000.00 | 0.00 | 100,000.00 | 100,000.00 |
| Interest Income | 268.83 | | 268.83 | | |
| Intergovernmental Income | 60,000.00 | 120,000.00 | 60,000.00 | 120,000.00 | 120,000.00 |
| Total Income | 60,268.83 | 220,000.00 | 60,268.83 | 220,000.00 | 220,000.00 |
| Expense | | | | | |
| Cell Phone | 0.00 | 700.00 | 0.00 | 700.00 | 700.00 |
| Community Development | 1,029.49 | 10,000.00 | 1,029.49 | 10,000.00 | 10,000.00 |
| Computer & Website Maintenance | 580.00 | 2,500.00 | 580.00 | 2,500.00 | 2,500.00 |
| Contract Labor | 6,000.00 | 59,000.00 | 6,000.00 | 59,000.00 | 59,000.00 |
| Education | 0.00 | 2,000.00 | 0.00 | 2,000.00 | 2,000.00 |
| FICA | 0.00 | 3,000.00 | 0.00 | 3,000.00 | 3,000.00 |
| Health Insurance | 0.00 | 3,000.00 | 0.00 | 3,000.00 | 3,000.00 |
| Insurance | 0.00 | 4,500.00 | 0.00 | 4,500.00 | 4,500.00 |
| Lease Payment Expense | 4,500.00 | 9,000.00 | 4,500.00 | 9,000.00 | 9,000.00 |
| Legal & Closing-Project Dev. | 991.00 | 4,000.00 | 991.00 | 4,000.00 | 4,000.00 |
| Legal and Closing | 2,050.00 | 5,000.00 | 2,050.00 | 5,000.00 | 5,000.00 |
| Marketing | 0.00 | 5,000.00 | 0.00 | 5,000.00 | 5,000.00 |
| Miscellaneous Expense | 0.00 | 2,100.00 | 0.00 | 2,100.00 | 2,100.00 |
| Office Expense | 2,340.09 | 5,000.00 | 2,340.09 | 5,000.00 | 5,000.00 |
| Payroll Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Postage | 0.00 | 200.01 | 0.00 | 200.01 | 200.01 |
| Professional Dues & Subscript. | 2,007.95 | 5,000.00 | 2,007.95 | 5,000.00 | 5,000.00 |
| Project Development | 40,000.00 | 15,000.00 | 40,000.00 | 15,000.00 | 15,000.00 |
| Travel | 0.00 | 5,000.00 | 0.00 | 5,000.00 | 5,000.00 |
| VOID | 0.00 | | 0.00 | | |
| Total Expense | 59,498.53 | 140,000.01 | 59,498.53 | 140,000.01 | 140,000.01 |
| Net Income | 770.30 | 79,999.99 | 770.30 | 79,999.99 | 79,999.99 |

42.50%
 of budget
 thru 6/30/15