



Welcome Home

**April Monthly Reports
May 2013**

AGENDA
WORK SESSION

THURSDAY, MAY 9TH
WORK SESSION @ 8:15 AM

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MEETING CALLED TO ORDER

PUBLIC HEARING (IF NEEDED OR REQUIRED)

- Rezoning and Annexation of West Point Development I, LLC
JC&M Development Corp
- Annexation on Kia Parkway
- De-Annexation of 51 Warner Road

AGENDA REVIEWED IN ITS ENTIRETY BEFORE DISCUSSION

PUBLIC COMMENT ON AGENDA ITEMS (FORM REQUIRED)

OLD BUSINESS

- Planning Board Appointments

NEW BUSINESS

- Rezoning and Annexation of West Point Development I, LLC
JC&M Development Corp
- Annexation on Kia Parkway
- De-Annexation of 51 Warner Road
- Housing Implementation Plan –Contract with MetroCenter
Associates, Inc.
- Discuss Municipal Elections
- City Support for Forest Mill Apartment Project

**CONSIDER ITEMS FOR BUSINESS MEETING (Create Business Meeting
Agenda)**

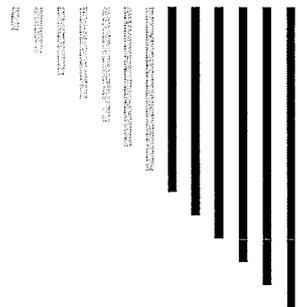
- Audit Presentation
- Planning Board Appointments
- Rezoning and Annexation of West Point Development I, LLC
JC&M Development Corp
- Annexation on Kia Parkway
- De-Annexation of 51 Warner Road
- Housing Implementation Plan –Contract with MetroCenter
Associates, Inc.
- City Support for Forest Mill Apartment Project
- Keep Troup Beautiful Proclamation
- Cam Tramell, Boy Scouts Project Recognition for Bus Shelter
- Friends of The City of WestPoint Recognition for Bus Shelter

MAYOR & COUNCIL COMMENTS

ADJOURNED

Next Meeting:

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



MINUTES



The regular meeting of the Mayor and Council was held in the Council room of West Point City Hall April 8, 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:

The following public hearing was held prior to opening the Council meeting for business:

Public Hearing to receive comments concerning a petition to annex two parcels of land into the City of West Point parcel # 001A099 36 acres and parcel 001B113 32 acres and changed from the existing A5-AG Residential in unincorporated Harris County to R1-A Single-Family Residential located in the Fifth Land District of Harris County GA owned by Beall Family.

There were no comments and the public hearing was closed.

Mayor Ferguson called Rev. Leonard Autry Asst. Pastor, Pilgrim Baptist Church for opening prayer.

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 March 11, 2013 regular meeting. Councilmember Joseph R. Downs III made said motion and was seconded by Councilmember Gerald W. Ledbetter; the minutes were **approved unanimously without change.**

FINANCIAL REPORT

Councilmember Benjamin F. Wilcox presented the March financial report with the April cash position and forecast and made a motion to accept the report; motion seconded by Councilmember Sandra Thornton and **passed unanimously.**

AGENDA

Mayor Ferguson asked for a motion to table the Municipal Planning Board appointees and to approve the remaining items on the agenda. Councilmember Gerald W. Ledbetter made said motion and seconded by Councilmember Joseph R. Downs III and **passed unanimously**.

PROCLAMATION FOR VALLEY HAVEN

Mayor Ferguson read a proclamation and presented it to Donald Cleveland proclaiming the week of April 28 through May 4th, 2013 as Hike / Bike / Run week in the City of West Point. This year will be the 37th Annual Hike/Bike Run Day. Councilmember Sandra Thornton thanked everyone for their support of Valley Haven School.

DOWNTOWN MASTER PLAN

Councilmember Gerald W. Ledbetter made a motion for the City of West Point to enter into an agreement with Market and Main to develop a Downtown Master plan at a cost of \$45,000 that will include community engagement, focus groups, interviews and a steering committee and will produce a written plan for downtown and Phase II Recreation improvements. Councilmember Benjamin F. Wilcox seconded the motion and **passed unanimously**.

ANNEXATION OF BEALL PROPERTY

Councilmember Benjamin F. Wilcox read an ordinance and asked for a motion to annex into the existing corporate limits of the City of West Point, Georgia all that tracts or parcels of land situated in parcel 001A099 36 Acres and parcel 001B113 32 Acres of the Fifth Land District of Harris County GA owned by Beall Family and change from A5-AG Residential to R1-A Single-Family. Councilmember Gerald W. Ledbetter seconded the motion and **passed unanimously**.

911 PHONE SYSTEM UPGRADE

Councilmember Sandra Thornton made a motion to approve RPSS to provide services and equipment to make improvements to the City of West Point 911 Emergency Telephone System at a cost of \$244,342.30. Councilmember Gloria R. Marshall seconded the motion; **passed unanimously**.

AMENDMENTS TO CITY RETIREMENT PLAN

Councilmember Gloria R. Marshall read a resolution to amend the City of West Point Retirement with Georgia Municipal Employees Benefit System Defined Benefit Retirement Plan. Under the freeze amendment, current elected officials will not be eligible to participate in or accrue any further benefit under the plan with respect to their

service on or after April, 2013. This freeze will not affect benefits accrued prior to April, 2013. Future Elected Officials will not be eligible to join the plan. Councilmember Benjamin F. Wilcox seconded the motion and after discussion **passed unanimously**.

LIBRARY CONTRACTS

Councilmember Joseph R. Downs III made a motion to combine the Hawkes Library and Bradshaw Library contract for service into one motion with \$15,000 to be paid to each library for services. The motion was seconded by Councilmember Sandra Thornton. During the discussion Councilmember Gerald R. Ledbetter made a motion to amend the first motion by Councilmember Downs to provide \$22,000 to the Hawkes Library and \$8,000 to the Bradshaw Library for the Cobb Archives. Councilmember Judy L. Wilkinson seconded the motion; the motion **passed on a 4-3 vote**. Councilmembers Judy L. Wilkinson, Gerald W. Ledbetter, Benjamin F. Wilcox and Mayor A. Drew Ferguson IV **voted Yes**. Councilmembers Sandra Thornton, Gloria R. Marshall, and Joseph R. Downs III voted No.

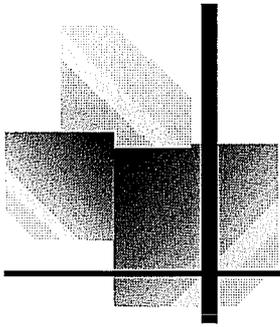
Mayor Ferguson asked for a motion to adopt the amended motion by Councilmember Gerald R. Ledbetter for the City of West Point to enter into a contract for service agreement between the two libraries that will provide \$22,000 to the Hawkes Library and \$8,000 to the Bradshaw Library/Cobb Archives. Councilmember Benjamin F. Wilcox made said motion and seconded by Councilmember Judy L. Wilkinson and **passed unanimously**.

ADJOURN

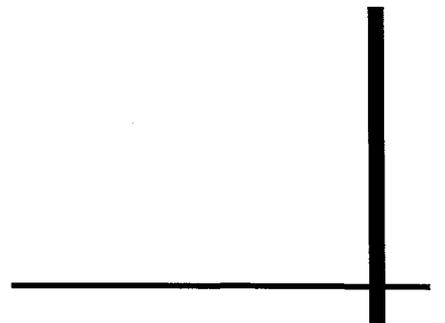
There being no further business, the meeting was adjourned.

Richard McCoy
City Clerk

A. Drew Ferguson IV
Mayor



FINANCIAL REPORT



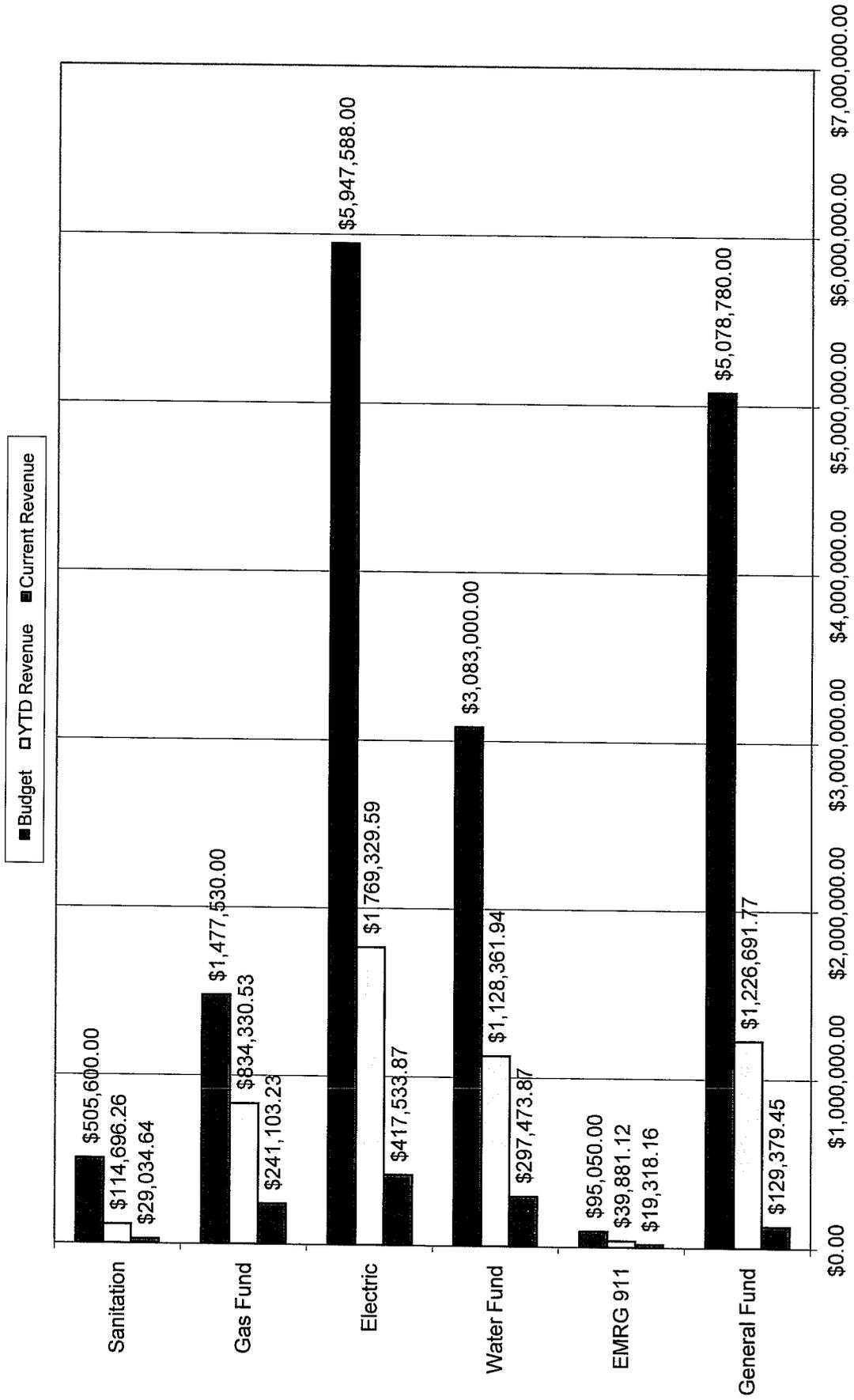


City of West Point Financial Report April, 2013

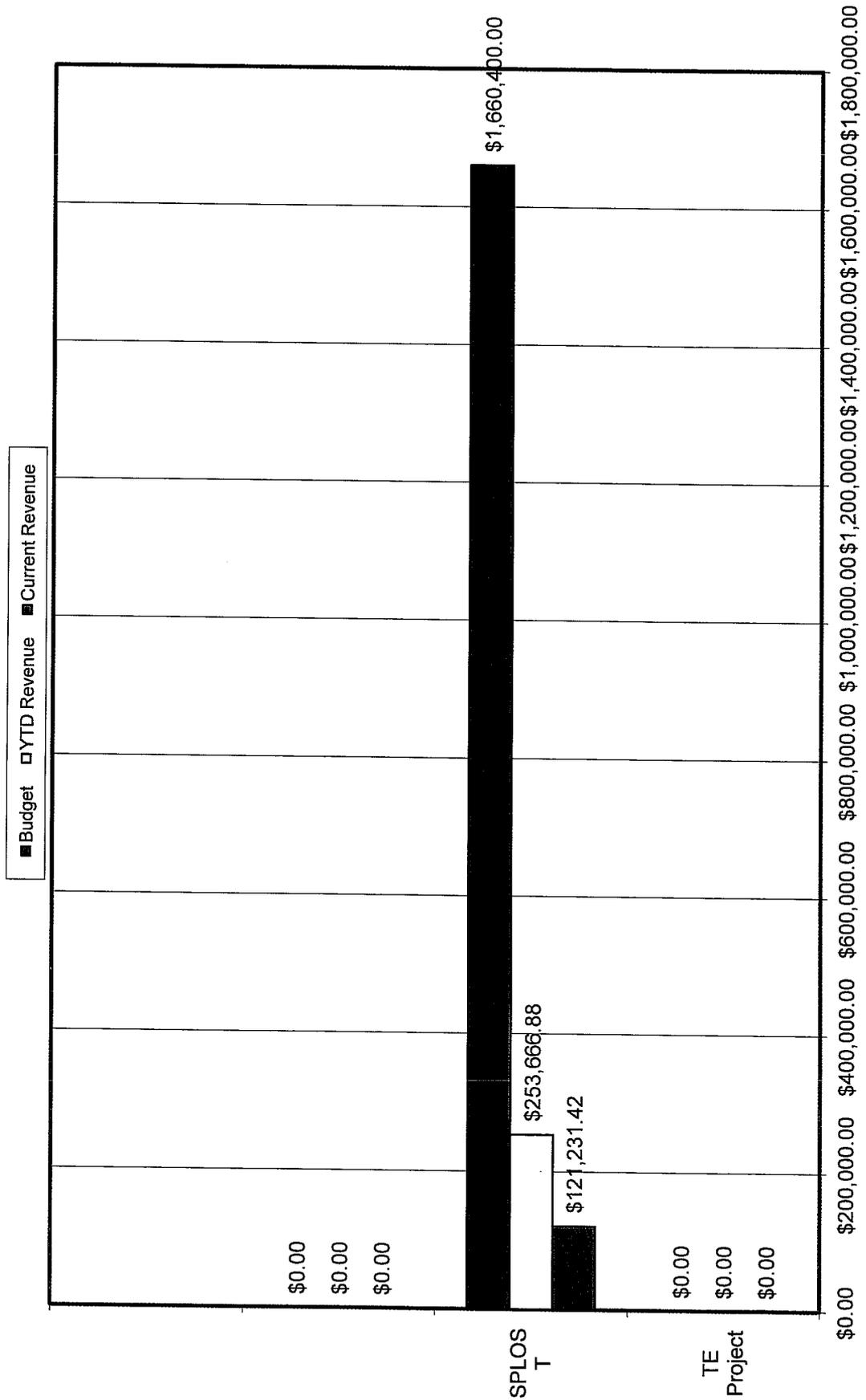
REVENUES

Current Revenue	General Fund	EMRG 911	Water Fund
YTD Revenue	\$129,379.45	\$19,318.16	\$297,473.87
Budget	\$1,226,691.77	\$39,881.12	\$1,128,361.94
Percentage Budget	\$ 5,078,780.00	\$ 95,050.00	\$ 3,083,000.00
	24.15%	41.96%	36.60%
Current Revenue	Electric Fund	Gas Fund	Sanitation
YTD Revenue	\$417,533.87	\$241,103.23	\$29,034.64
Budget	\$1,769,329.59	\$834,330.53	\$114,696.26
Percentage Budget	\$ 5,947,588.00	\$ 1,477,530.00	\$ 505,600.00
	29.75%	56.47%	22.69%
Current Revenue	TE Project	USDA	SPLOST
YTD Revenue	\$0.00	\$0.00	\$121,231.42
Budget	\$0.00	\$0.00	\$253,666.88
Percentage Budget	\$ 0.00	\$ 0.00	\$ 1,660,400.00
	#DIV/0!		15.28%
Total All Departments			Total All Departments
Current Revenues	\$1,255,074.64	Total YTD Revenue	\$5,366,958.09
Current Expense	\$1,293,363.84	Total YTD Expenses	\$5,547,008.86
over/under	(\$38,289.20)	over/under	(\$180,050.77)
YTD Revenue	\$5,366,958.09	YTD Revenue	\$5,366,958.09
Budget	\$17,847,948.00	Budget	\$17,847,948.00
Percentage	30.07%	Percentage	30.07%

Budget Revenue Comparison April, 2013



Budget Revenue Comparison April, 2013



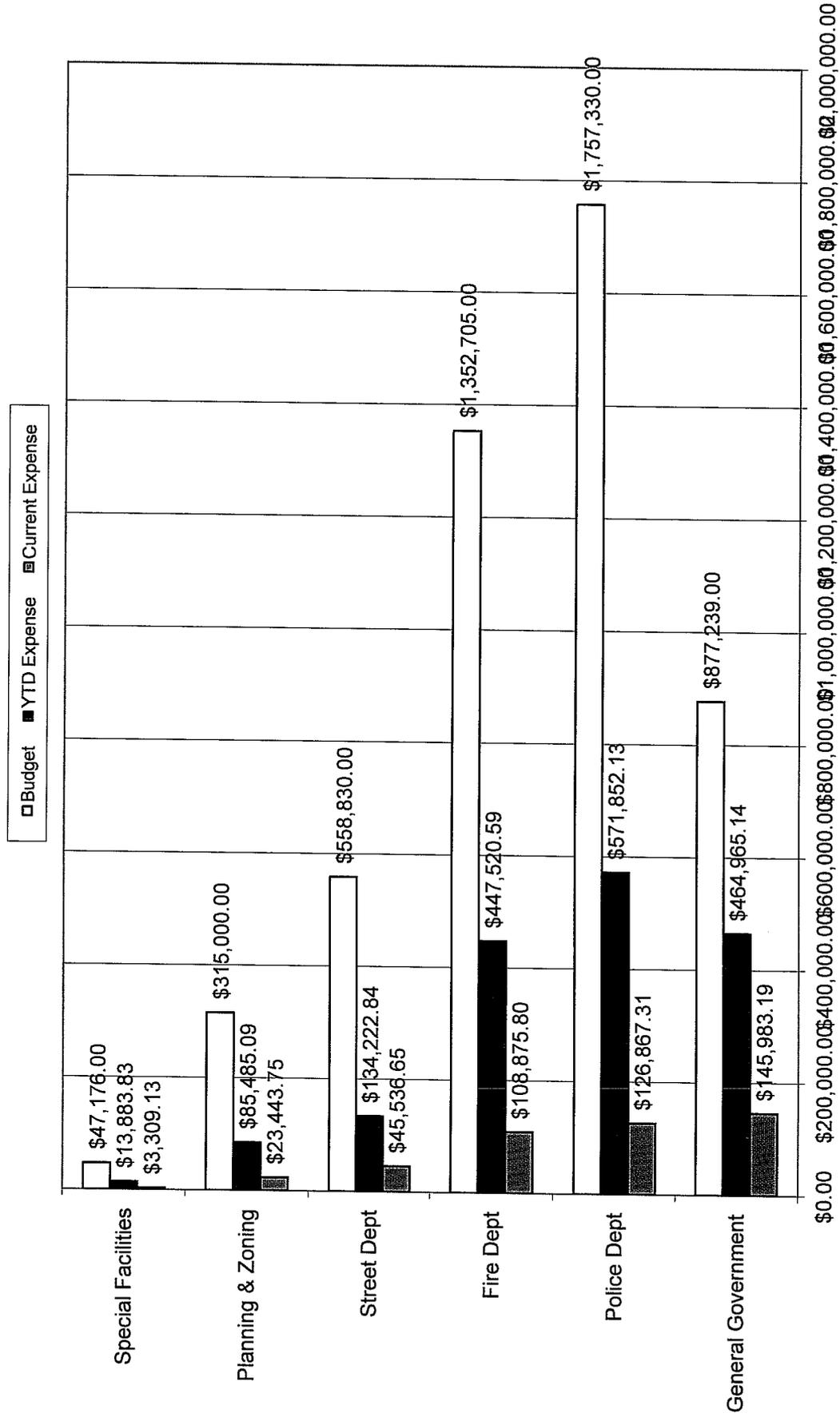


City of West Point Financial Report April, 2013

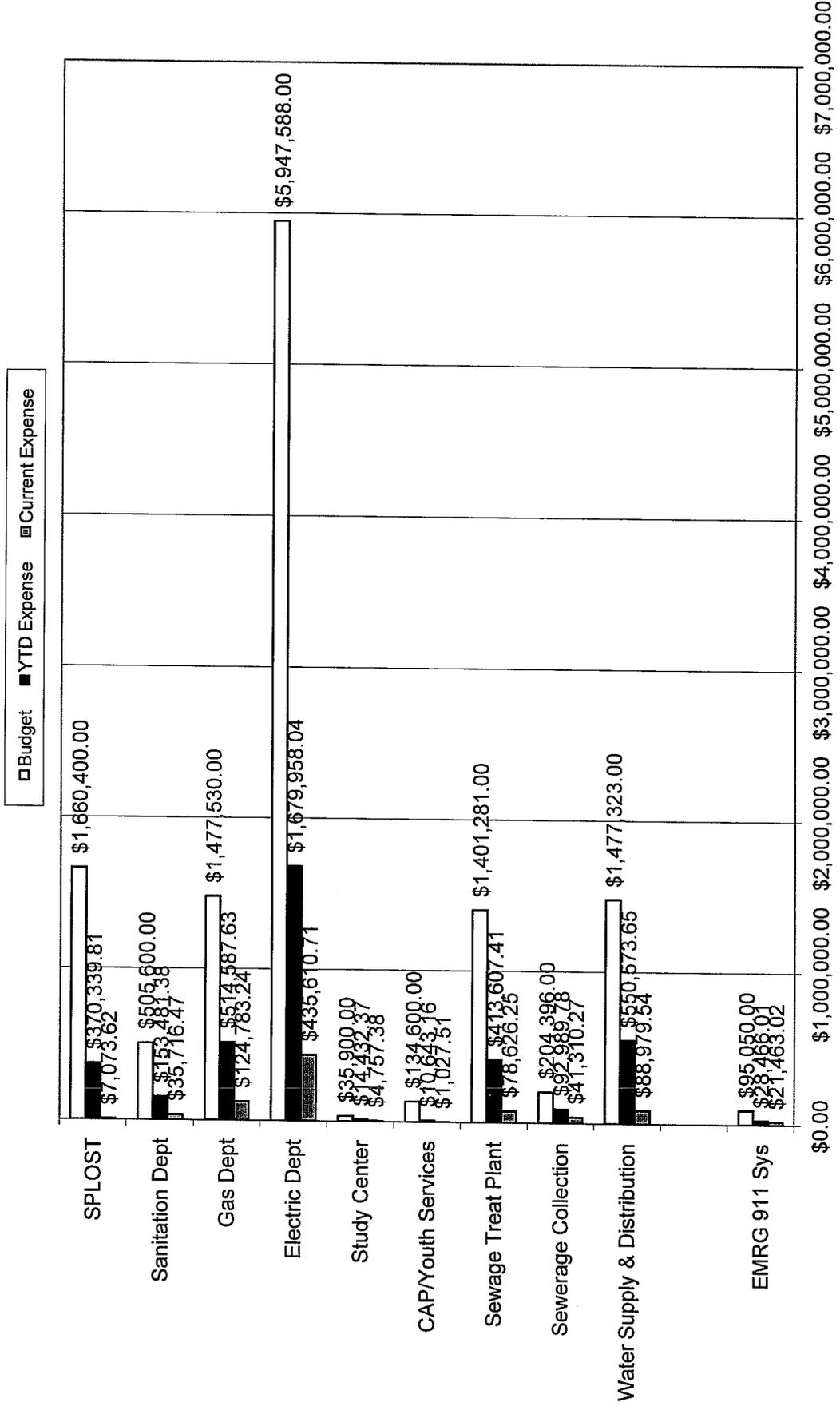
EXPENSES

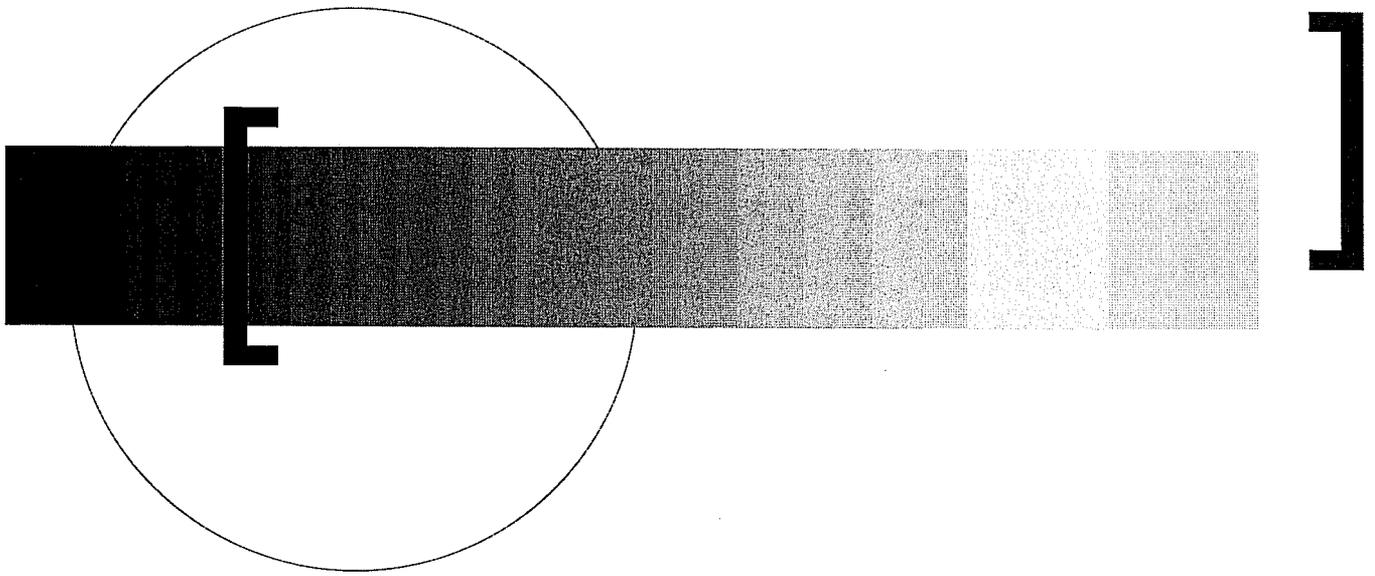
General Government	Police Dept	Fire Dept	Street Dept
\$145,983.19	\$126,867.31	\$108,875.80	\$45,536.65
\$464,965.14	\$571,852.13	\$447,520.59	\$134,222.84
\$877,239.00	\$1,757,330.00	\$1,352,705.00	\$558,830.00
53.00%	32.54%	33.08%	24.02%
Planning & Zoning	Tech Center	EMRG 911 SYS	Water Dept
\$23,443.75	\$3,309.13	\$21,463.02	\$88,979.54
\$85,485.09	\$13,883.83	\$28,466.01	\$550,573.65
\$315,000.00	\$47,176.00	\$95,050.00	\$1,477,323.00
27.14%	29.43%	29.95%	37.27%
Sewer/ Sewer Disp	Electric Dept	Gas Dept	Sanitation Dep
\$119,936.52	\$435,610.71	\$124,783.24	\$35,716.47
\$506,597.19	\$1,679,958.04	\$514,587.63	\$153,481.38
\$1,605,677.00	\$5,947,588.00	\$1,477,530.00	\$505,600.00
31.55%	28.25%	34.83%	30.36%
SPLOST	Study Center	CAP/Youth Services	
\$7,073.62	\$4,757.38	\$1,027.51	
\$370,339.81	\$14,432.37	\$10,643.16	
\$1,660,400.00	\$35,900.00	\$134,600.00	
22.30%	40.20%	7.91%	
All Funds	Total All Departments	Total YTD Expenses	Total YTD Expenses
\$1,255,074.64	\$5,366,958.09	\$5,547,008.86	\$5,547,008.86
\$1,293,363.84	\$5,547,008.86	Budget	\$17,847,948.00
(\$38,289.20)	(\$180,050.77)	over/under	Percentage
			31.08%

Budget Expense Comparison April, 2013



Budget Expense Comparison April, 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

April 2013

FIRE RESPONSES

Structure / Residential	2
Structure / Business	4
Vehicle	0
Ground Cover, Trash	0
Hazardous Materials	2
Rescue, M.V.A.	5
False Alarms	2
Mutual Aid Responses	0
Other Responses	0
Total Fire Responses	15

EMERGENCY MEDICAL SERVICE RESPONSES

FACILITY	TRIPS
Lanier Memorial	22
West Ga. Medical	15
East Al. Medical	0
Columbus Medical Center	0
Landing Zone	3
Non-Transport	10
Total E.M.S. Responses	50

Building Department Activity

April 1 – 30, 2013

Permits Issued – 14
Elec. Water, Gas 6
Building 8

Inspections - 57
Industrial 6
New Commercial 0
Remodel Comm. 5
New Residential 8
Remodel Res. 38

Certificate of Occupancy- 32

Code Enforcement - 53
Burn Removal 0
Illegal Dumping 2
No Utilities 4
Property Maint. 5
Warnings/Citations 4
Grass & Weeds 3
Signs 9
Vehicles 4
Other 22

Animal Control- 51
Meet in Person 18
Deliver/Set Traps 19
Other 10
Transports to Animal Shelter- Dogs- 4 Cats- 3

Hearings - 0
No Shows 0

Public Notices- 0

Structures Demolished- 0

West Point Municipal Court
Disbursements By Fund Recap - Total
For Period: 4/1/2013 to 4/30/2013

All Other - Non GSCCCA

Peace Officer's A & B Fund Of Ga.	731.65
Miscellaneous Receipts	387.00
City of West Point	16,968.44
Technology Fee	1,531.33
Late Fee	0.00
FTA Fee	253.00
West Point Jail Fund	655.29
Local Drug Assessment	575.14
Victims Assistance Program	911.68
E-Ticket Fee	1,192.65
Criminal Justice Technologies	322.23
	<hr/>
Total for All Other - Non GSCCCA	23,528.41

GSCCCA

Peace Officers & Prosecutors Training Fund	1,273.98
GSCCCA	1,788.19
Georgia Bureau Of Investigation	25.00
Georgia Crime Victim's Emergency Fund	0.00
Brain & Spinal Injury Trust Fund	3.33
Driver Education and Training Fund	985.04
	<hr/>
Total for GSCCCA	4,075.54

Receipts Without a Transaction Amount

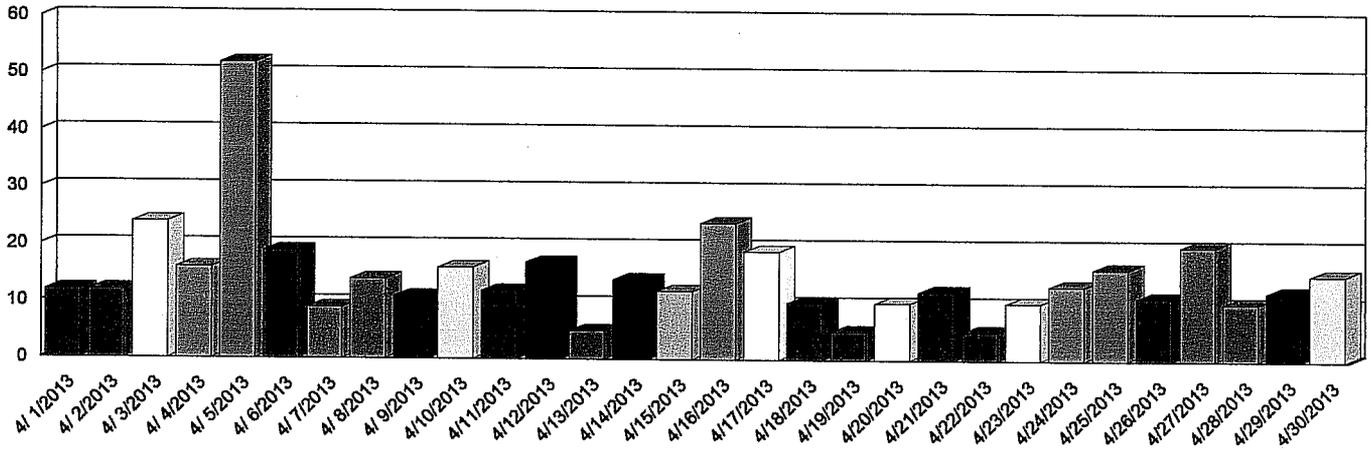
There are no receipts found.

Receipts Out of Balance

There are no receipts found.

Call Volume per Day

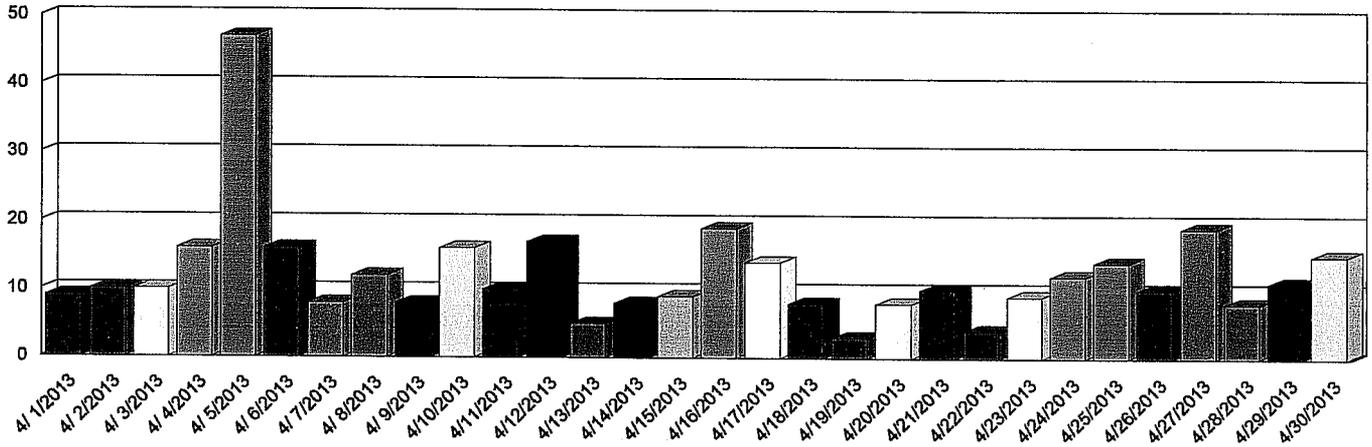
Report Period : 4/1/2013 00:00:00 To 4/30/2013 23:59:59
Last Data Transfer : 5/7/2013 08:45:09
Call Types : Incoming, Outgoing, Abandoned
Valid ANI : True
Number of Calls : 437



<u>Day</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
4/ 1/2013	12	2.75	2.75
4/ 2/2013	12	2.75	5.49
4/ 3/2013	24	5.49	10.98
4/ 4/2013	16	3.66	14.65
4/ 5/2013	52	11.90	26.54
4/ 6/2013	19	4.35	30.89
4/ 7/2013	9	2.06	32.95
4/ 8/2013	14	3.20	36.16
4/ 9/2013	11	2.52	38.67
4/10/2013	16	3.66	42.33
4/11/2013	12	2.75	45.08
4/12/2013	17	3.89	48.97
4/13/2013	5	1.14	50.11
4/14/2013	14	3.20	53.32
4/15/2013	12	2.75	56.06
4/16/2013	24	5.49	61.56
4/17/2013	19	4.35	65.90
4/18/2013	10	2.29	68.19
4/19/2013	5	1.14	69.34
4/20/2013	10	2.29	71.62
4/21/2013	12	2.75	74.37
4/22/2013	5	1.14	75.51
4/23/2013	10	2.29	77.80
4/24/2013	13	2.97	80.78
4/25/2013	16	3.66	84.44
4/26/2013	11	2.52	86.96
4/27/2013	20	4.58	91.53
4/28/2013	10	2.29	93.82
4/29/2013	12	2.75	96.57
4/30/2013	15	3.43	100.00

Call Volume per Day

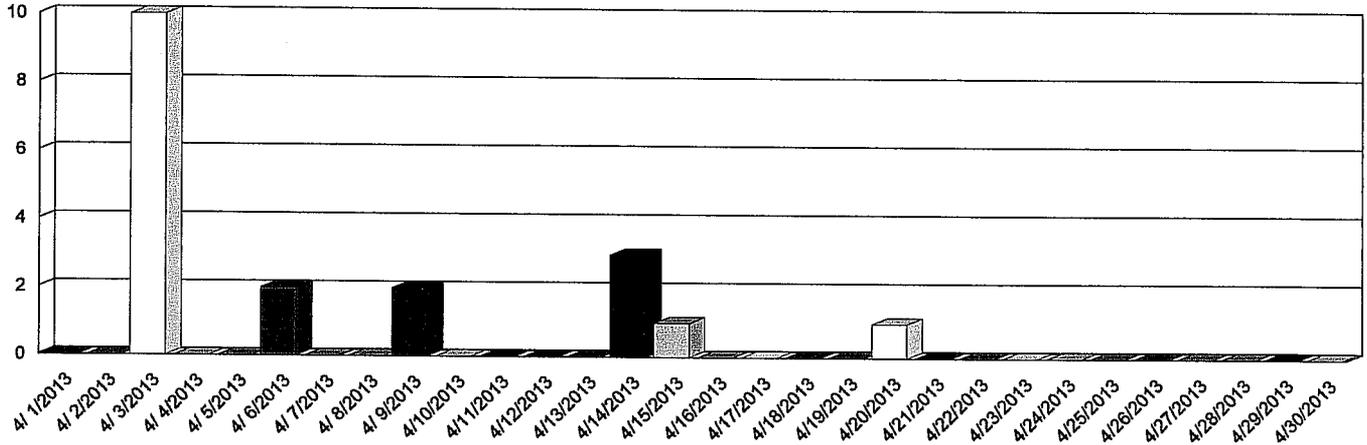
Report Period : 4/1/2013 00:00:00 To 4/30/2013 23:59:59
Last Data Transfer : 5/7/2013 09:00:08
Call Types : Incoming
Valid ANI : True
Number of Calls : 365



<u>Day</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
4/ 1/2013	9	2.47	2.47
4/ 2/2013	10	2.74	5.21
4/ 3/2013	10	2.74	7.95
4/ 4/2013	16	4.38	12.33
4/ 5/2013	47	12.88	25.21
4/ 6/2013	16	4.38	29.59
4/ 7/2013	8	2.19	31.78
4/ 8/2013	12	3.29	35.07
4/ 9/2013	8	2.19	37.26
4/10/2013	16	4.38	41.64
4/11/2013	10	2.74	44.38
4/12/2013	17	4.66	49.04
4/13/2013	5	1.37	50.41
4/14/2013	8	2.19	52.60
4/15/2013	9	2.47	55.07
4/16/2013	19	5.21	60.27
4/17/2013	14	3.84	64.11
4/18/2013	8	2.19	66.30
4/19/2013	3	0.82	67.12
4/20/2013	8	2.19	69.32
4/21/2013	8	2.19	71.51
4/22/2013	10	2.74	74.25
4/23/2013	4	1.10	75.35
4/24/2013	9	2.47	77.82
4/25/2013	12	3.29	81.11
4/26/2013	14	3.84	84.95
4/27/2013	10	2.74	87.69
4/28/2013	19	5.21	92.90
4/29/2013	8	2.19	95.09
4/30/2013	11	3.01	98.10
	15	4.11	100.00

Call Volume per Day

Report Period : 4/1/2013 00:00:00 To 4/30/2013 23:59:59
Last Data Transfer : 5/7/2013 09:00:08
Call Types : Outgoing
Valid ANI : True
Number of Calls : 19



<u>Day</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
4/ 1/2013	0	0.00	0.00
4/ 2/2013	0	0.00	0.00
4/ 3/2013	10	52.63	52.63
4/ 4/2013	0	0.00	52.63
4/ 5/2013	0	0.00	52.63
4/ 6/2013	2	10.53	63.16
4/ 7/2013	0	0.00	63.16
4/ 8/2013	0	0.00	63.16
4/ 9/2013	2	10.53	73.68
4/10/2013	0	0.00	73.68
4/11/2013	0	0.00	73.68
4/12/2013	0	0.00	73.68
4/13/2013	0	0.00	73.68
4/14/2013	3	15.79	89.47
4/15/2013	1	5.26	94.74
4/16/2013	0	0.00	94.74
4/17/2013	0	0.00	94.74
4/18/2013	0	0.00	94.74
4/19/2013	0	0.00	94.74
4/20/2013	0	0.00	94.74
4/21/2013	1	5.26	100.00
4/22/2013	0	0.00	100.00
4/23/2013	0	0.00	100.00
4/24/2013	0	0.00	100.00
4/25/2013	0	0.00	100.00
4/26/2013	0	0.00	100.00
4/27/2013	0	0.00	100.00
4/28/2013	0	0.00	100.00
4/29/2013	0	0.00	100.00
4/30/2013	0	0.00	100.00

Call Volume per Day

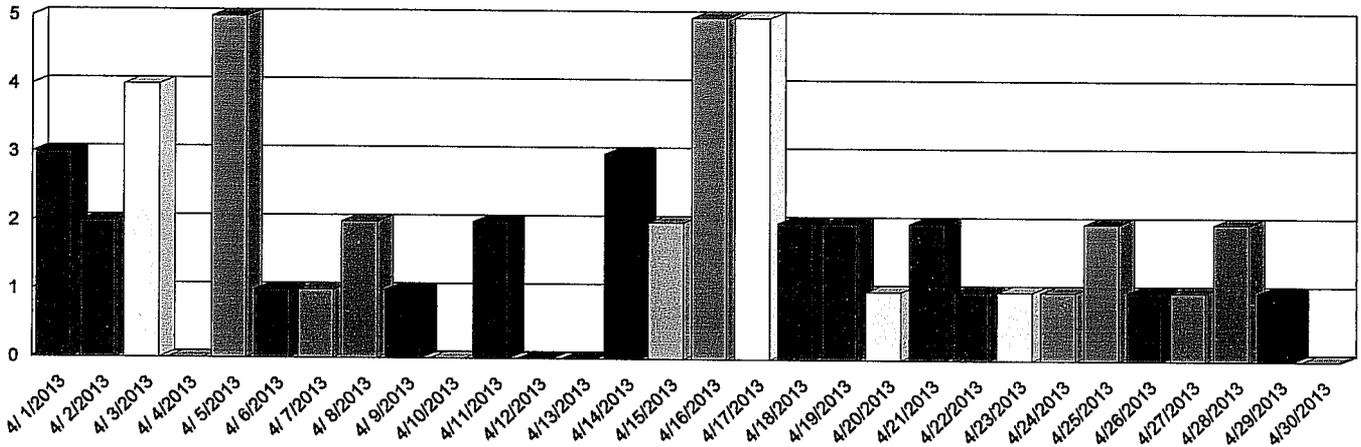
Report Period : 4/1/2013 00:00:00 To 4/30/2013 23:59:59

Last Data Transfer : 5/7/2013 09:00:08

Call Types : Abandoned

Valid ANI : True

Number of Calls : 53



<u>Day</u>	<u>Number of Calls</u>	<u>Percentage (%)</u>	<u>Cumulative (%)</u>
4/ 1/2013	3	5.66	5.66
4/ 2/2013	2	3.77	9.43
4/ 3/2013	4	7.55	16.98
4/ 4/2013	0	0.00	16.98
4/ 5/2013	5	9.43	26.42
4/ 6/2013	1	1.89	28.30
4/ 7/2013	1	1.89	30.19
4/ 8/2013	2	3.77	33.96
4/ 9/2013	1	1.89	35.85
4/10/2013	0	0.00	35.85
4/11/2013	2	3.77	39.62
4/12/2013	0	0.00	39.62
4/13/2013	0	0.00	39.62
4/14/2013	3	5.66	45.28
4/15/2013	2	3.77	49.06
4/16/2013	5	9.43	58.49
4/17/2013	5	9.43	67.92
4/18/2013	2	3.77	71.70
4/19/2013	2	3.77	75.47
4/20/2013	1	1.89	77.36
4/21/2013	2	3.77	81.13
4/22/2013	1	1.89	83.02
4/23/2013	1	1.89	84.91
4/24/2013	1	1.89	86.79
4/25/2013	2	3.77	90.57
4/26/2013	1	1.89	92.45
4/27/2013	1	1.89	94.34
4/28/2013	2	3.77	98.11
4/29/2013	1	1.89	100.00
4/30/2013	0	0.00	100.00

OFFICER ACTIVITY REPORT
Activity from 4/1/2013 to 4/30/2013

OFFICER NAME _____
ALL OFFICERS _____

ACTIVITY STATISTICS FOR THIS OFFICER

CITATION ACTIVITY (TOP 10 and ALL OTHERS) FOR THE PERIOD		OTHER ACTIVITY FOR THE PERIOD	
15	40-6-181 SPEEDING IN EXCESS OF MAXIMUM LIMITS	41	ALL OTHER
0	40-8-22 HEADLIGHT REQUIREMENTS	94	TOTAL CITATIONS
4	40-6-72(B) FAILURE TO STOP AT A STOP SIGN	25	ARRESTS (from Incidents)
4	40-6-48 FAILURE TO MAINTAIN LANE	18	WARRANTS SERVED
3	40-2-20 REGISTRATION REQUIREMENTS	0	CIVIL PAPERS & SUBPOENAS SERVED
6	40-5-121 1ST DRIVING WITH SUSPENDED OR REVOKED LICENSE MISDEMEANOR	20	ACCIDENT REPORTS
5	40-6-15 KNOWINGLY DRIVING MOTOR VEHICLE ON SUSPENDED,CANCELED	57	INCIDENTS
4	40-6-49 FOLLOWING TOO CLOSE	2	INCIDENTS - DOMESTIC
5	3-3-23 UNDER AGE PERSON IN POSSESSION OR CONSUMPTION OF ALCOHOL	10	INCIDENTS - MISC
7	40-6-10 FAILURE TO DISPLAY INSURANCE ON DEMAND		COMMUNITY CONTACTS
		0	FIELD INTERVIEWS

CITATION / WARNINGS ISSUED BREAKDOWN BY RACE/SEX

RACE	W-MALE	W-FEM	B-MALE	B-FEM	H-MALE	H-FEM	O-MALE	O-FEM	U-MALE	U-FEM	U-SEX	TOTAL
WARN	13	10	21	18	1	0	0	0	5	5	78	78
CIT	14	9	31	24	3	0	6	1	3	3	1	94

(Note: W= White, B= Black, H= Hispanic, O= Other, U= Unknown)

INCIDENTS - OTHER DATA

28	CLEARED BY ARREST
14	EXCEPTIONALLY CLEARED
2	UNFOUNDED
15	FELONIES
42	MISDEMEANORS
\$27,391	STOLEN PROPERTY
\$3,022	RECOVERED PROPERTY

ACCIDENTS - OTHER DATA

15	WRECK REPORTS
5	PRIVATE PROPERTY
3	REPORTS WITH INJURIES
3	TOTAL INJURED
	REPORTS WITH FATALITIES
0	TOTAL KILLED

OFFICER ACTIVITY REPORT

Activity from 4/1/2013 to 4/30/2013

OFFICER NAME _____
 ALL OFFICERS

CITATION COUNT BY OFFENSE _____

VIOLATION CODE	DESCRIPTION	COUNT
40-6-181	SPEEDING IN EXCESS OF MAXIMUM LIMITS	15
40-5-121 1ST	DRIVING WITH SUSPENDED OR REVOKED LICENSE MISDEMEANOR	1
40-6-10	FAILURE TO DISPLAY INSURANCE ON DEMAND	5
40-6-15	KNOWINGLY DRIVING MOTOR VEHICLE ON SUSPENDED, C/	5
3-3-23	UNDER AGE PERSON IN POSSESSION OR CONSUMPTION OF UNAUTHORIZED ACCUMULATION OF VEHICLES IN A BROKE	ALCOHOL
12-27	FOLLOWING TOO CLOSE	4
40-6-49	FAILURE TO MAINTAIN LANE	4
40-6-48	FAILURE TO STOP AT A STOP SIGN	4
40-6-72(B)	OPERATING RESTRICTIONS FOR OFF-ROAD VEHICLES	3
40-7-4	OPERATION OF VEHICLE WITHOUT REVALIDATION DECAL	3
40-2-8	POSSESSION/USE OF DRUG RELATED OBJECT	3
12-30	REGISTRATION REQUIREMENTS	3
40-2-20	REMOVING OR AFFIXING LICENSE PLATE WITH INTENT TO	3
40-2-7	NO PROOF OF INSURANCE/MOTOR VEHICLE	2
40-6-10	OPEN ALCOHOL IN PUBLIC	2
4-59	SIMPLE BATTERY	2
16-5-23	PARKING PROHIBITED	2
40-6-203	POSSESSION OF LESS THAN ONE OUNCE OF MARIJUANA	2
12-29	DRIVING WHILE UNLICENSED (1ST OFFENSE)	2
40-5-20	LEAVING THE SCENE OF ACCIDENT/HIT AND RUN FIRST OF	1
40-6-270	MOVE OVER VIOLATION	1
40-6-16(D)	FAILURE TO YIELD RIGHT OF WAY	1
40-6-70	FAILURE TO YIELD TO FUNERAL PROCESSION	1
40-6-76	FAILURE TO OBEY TRAFFIC CONTROL DEVICE	1
40-6-20	EXCESSIVE VOLUME FROM RADIO IN MOTOR VEHICLE - 1S	1
40-6-14 1ST	FAILURE TO DIM HEADLIGHTS	1
40-8-31	DRIVING UNDER THE INFLUENCE .08 GMS. OR MORE(1ST C	1
40-6-391(A)(5) 1ST	DRIVING UNDER THE INFLUENCE .08 GMS. OR MORE(2ND OFFENSE)	1
40-6-391(A)(5) 2ND	DRIVING UNDER THE INFLUENCE-LESS SAFE-ALCOHOL(2N	1
40-6-391(A)(1) 2ND	TAIL LIGHT/TAILLIGHT LENSES REQUIRED	1
40-8-23	TOO FAST FOR CONDITIONS	1
40-6-180	REQUIRING OR PERMITTING UNLAWFUL OPERATION OF A	1
40-1-3	SAFETY RESTRAINT VIOLATION (UNDER 5 YEARS OF AGE)	1
40-8-76		1

April 2013 Utility Departments Report

CITY OF WEST POINT

Gas Department/Utility Protection

For the month of April, 2013

Task Description	Gas Crew & Utility Protection	Department Total
LOCATE UNDERGROUND UTILITIES	38	38
INVESTIGATE A REPORTED GAS LEAK	1	1
INSTALL, CHANGE METER	2	2
WITNESS PRESSURE TEST	1	1
GRAND TOTAL	42	42

CITY OF WEST POINT

Power & Lights

For the month of April, 2013

Task Description	Electric Crew	Department Total
INVESTIGATE CUSTOMER COMPLAINT	7	7
MISCELLANEOUS	15	15
CUT TREE OR LIMB	2	2
REPAIR STREET LIGHT	6	6
REPAIR SECURITY LIGHT	1	1
INSTALL SECURITY LIGHT	1	1
POWER OUTAGE	7	7
CUT OR TRIM RIGHT-OF-WAY	3	3
REPAIR TRAFFIC LIGHT (CITY)	1	1
GRAND TOTAL	43	43

CITY OF WEST POINT

SERVICE TRUCK

For the month of April, 2013

Task Description	Field Customer Service	Department Total
TURN ON UTILITIES	24	24
TURN OFF UTILITIES	21	21
READ-IN / READ-OUT UTILITIES	8	8
GRAND TOTAL	53	53

CITY OF WEST POINT

Sewer Department

For the month of April, 2013

Task Description	Sewer Crew	Sanitation Crew	Department Total
INVESTIGATE CUSTOMER COMPLAINT	3	0	3
MISCELLANEOUS	1	0	1
RAISE MANHOLE	2	0	2
SEWER INSPECTION	1	0	1
SEWER BACK UP	2	1	3
GRAND TOTAL	9	1	10

CITY OF WEST POINT

Water Distribution

For the month of April, 2013

Task Description	Water Distribution Crew	Department Total
INVESTIGATE CUSTOMER COMPLAINT	7	7
MISCELLANEOUS	2	2
CHANGE METER	1	1
REPAIR SERVICE LINE	3	3
INSTALL, RENEW, RELOCATE, REINSTATE, ABANDON SERVICE	1	1
GRAND TOTAL	14	14

Water Treatment Plant

April, 2013

33,287,000 Gallons Withdrawn From River (Average 1,109,566 GPD)

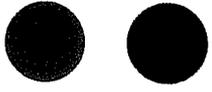
28,102,000 Gallons Pumped to System (Average 936,733 GPD)

Wastewater Treatment Plant

April, 2013

39,800,000 Gallons Discharged to River (Average 1,326,666 GPD)

Percent Water Returned To River = 100.195%



NEW BUSINESS



DJ M

DEVELOPMENT

CORP - Income Properties

February 28, 2013

Sammy Osborne
Planning Director
City of West Point
Planning Department
730 1st Street
West Point, GA 31833

Re: Annexation/Rezoning Application, Property One of Two -
West Point Development I, LLC
Project: The Village at Forest Glen
170 Webb Road, West Point, Troup County, Georgia
093-4-000-100A and 093-4-000-101

West Point Development I, LLC an Oregon limited liability company, presents this narrative which accompanies its Application for a planning action. As the Owner, West Point Development I, LLC, through its agent, DJ&M Development Corporation (DJ&M), is proposing planning action for the 30 acre development property located at 170 Webb Road, West Point, Troup County, Georgia, tax accounts 093-4-000-100A (15 acres) and 093-4-000-101 (15 acres) (please see the attached description sheets). The Planning Action proposal will include a request for annexation and zoning to City of West Point Zoning Designation MXD-1 (Mixed Use District), which necessarily also includes a Zoning Map Amendment. Note: This property will be developed in conjunction with the development of the property located at 7521 West Point Road, West Point, Troup County, Georgia because the properties are contiguous and the property at 170 Webb Road is contiguous to property within the city limits of West Point.

This Application and Narrative from West Point Development I, LLC are being filed contemporaneously with the Application and Narrative for Annexation of the 40 acre property located at 7521 West Point Road, West Point, Georgia, owned by West Point Development II, LLC, which property adjoins the subject property at its east boundary. West Point Development I, LLC and West Point Development II, LLC are affiliated companies. DJ&M is proposing that both properties be annexed and zoned MXD-1. The applicant proposes that the properties be developed in one mixed use district which includes all 70 acres.



THE FIELD DATA UPON WHICH THIS MAP OR PLAT IS BASED HAS A CLOSURE PERCENTAGE OF ONE (1) PER CENT AND AN ANGULAR ERROR OF ONE (1) SECOND. THE FIELD DATA WAS ADJUSTED USING COMPASS SURVEYING METHODS AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 5193.282 FEET. EQUIPMENT USED: TOPCON GTS 3003W. FIELDWORK COMPLETED: 01/26/12.

THIS PROPERTY HAS A WATER BRANCH WHICH IS SUBJECT TO CHANGE FROM TIME TO TIME TO NATURAL CAUSES.

PROPERTY OF SANDRA L. BANA DB 7877581
 IRON PINS SET ALONG PROPERTY LINE
 S 82°11'40" E 2020.64' ± 22.8' TO THE CENTERLINE OF BRANCH

Annexation # 1

Annexation # 2

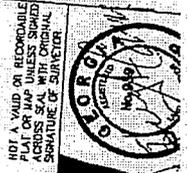
PROPERTY OF JACQUELYNNE HURST DB 8072538
 IRON PINS FOUND ALONG PROPERTY LINE
 N 02°26'31" W 1314.60'

PROPERTY OF LUCIA JACKSON BROOKS EDWARDS DB 1885251

PROPERTY OF DANNA LINDSEY ALSBROOK ETAL DB 1081294 DB 31186

- SURVEY NOTES:**
1. THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT (OR COUNTERPART) WHICH COULD REVEAL ENCUMBRANCES NOT SHOWN.
 2. THIS PROPERTY IS SUBJECT TO ALL RIGHTS OF WAYS AND EASEMENTS SHOWN ON RECORDS, WHETHER RECORDED OR UNRECORDED.
 3. UTILITIES SHOWN ARE BASED ON AVAILABLE RECORDS. APPROXIMATE LOCATIONS ARE SHOWN ABOVE OR BELOW THE CENTERLINE OF THE PROPERTY ACCEPTS NO RESPONSIBILITY FOR THE COMPLETENESS OF THIS DATA.
 4. THERE IS A GAS AND WATER MAIN IN THE SOUTHERN RIGHT-OF-WAY OF WEBB ROAD.
 5. THIS PLAT REPRESENTS A COMBINED PLAT OF PARCELS 083-4-001-101, 083-4-000-100A AND 083-4-00-055.

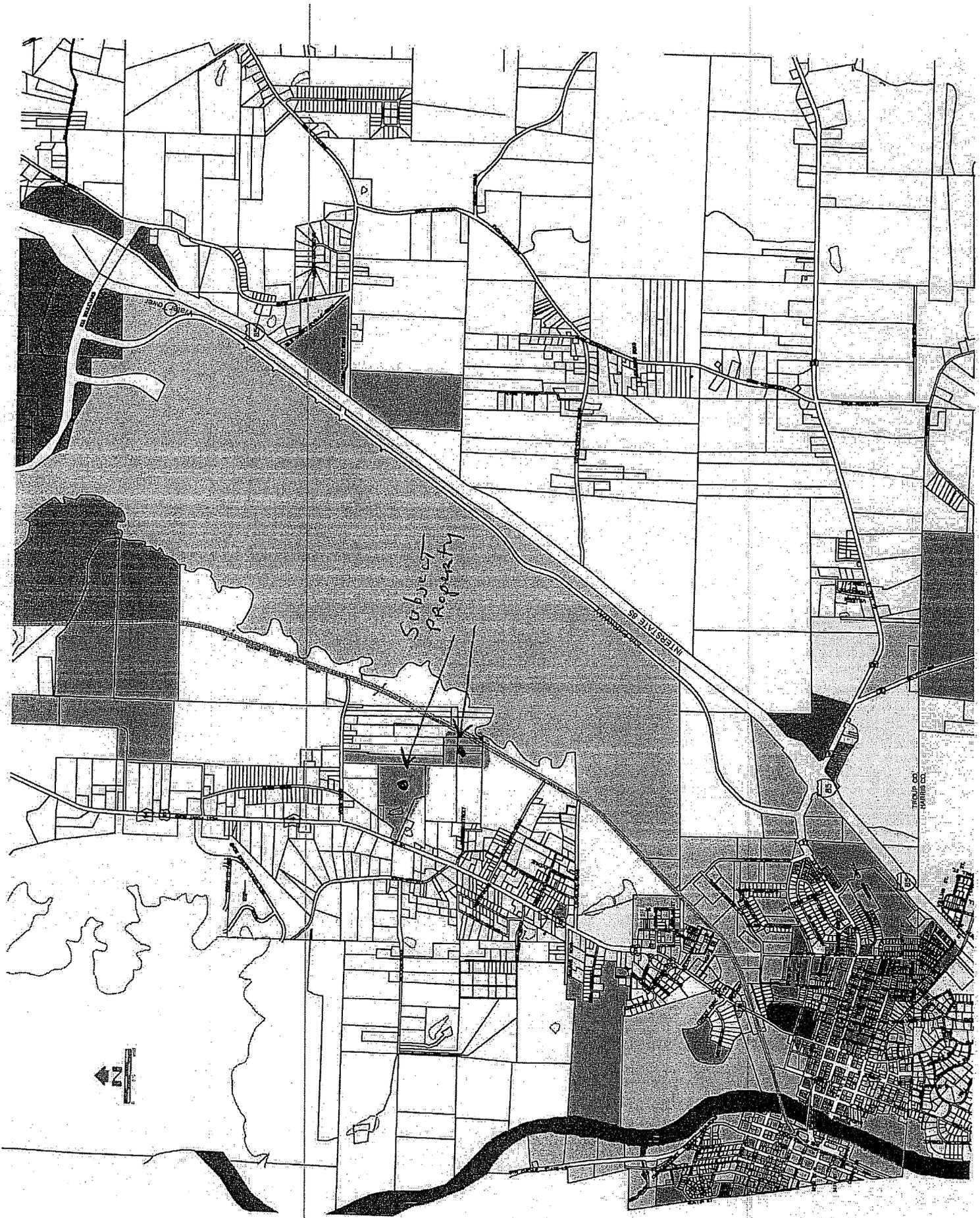
BY GRAPHIC NOTING ONLY THE 100 YEAR FLOOD PLAIN AND FLOOD ZONE ARE ACCORDING TO FEMA (FEMA) COMMUNITY NUMBER 13000 MAP NUMBER 2201E DATED JULY 2012 EXACT DESIGNATIONS CAN ONLY BE DETERMINED BY AN ELEVATION CERTIFICATE. APPROXIMATE FLOOD HAZARD AREA INDICATED HEREON.

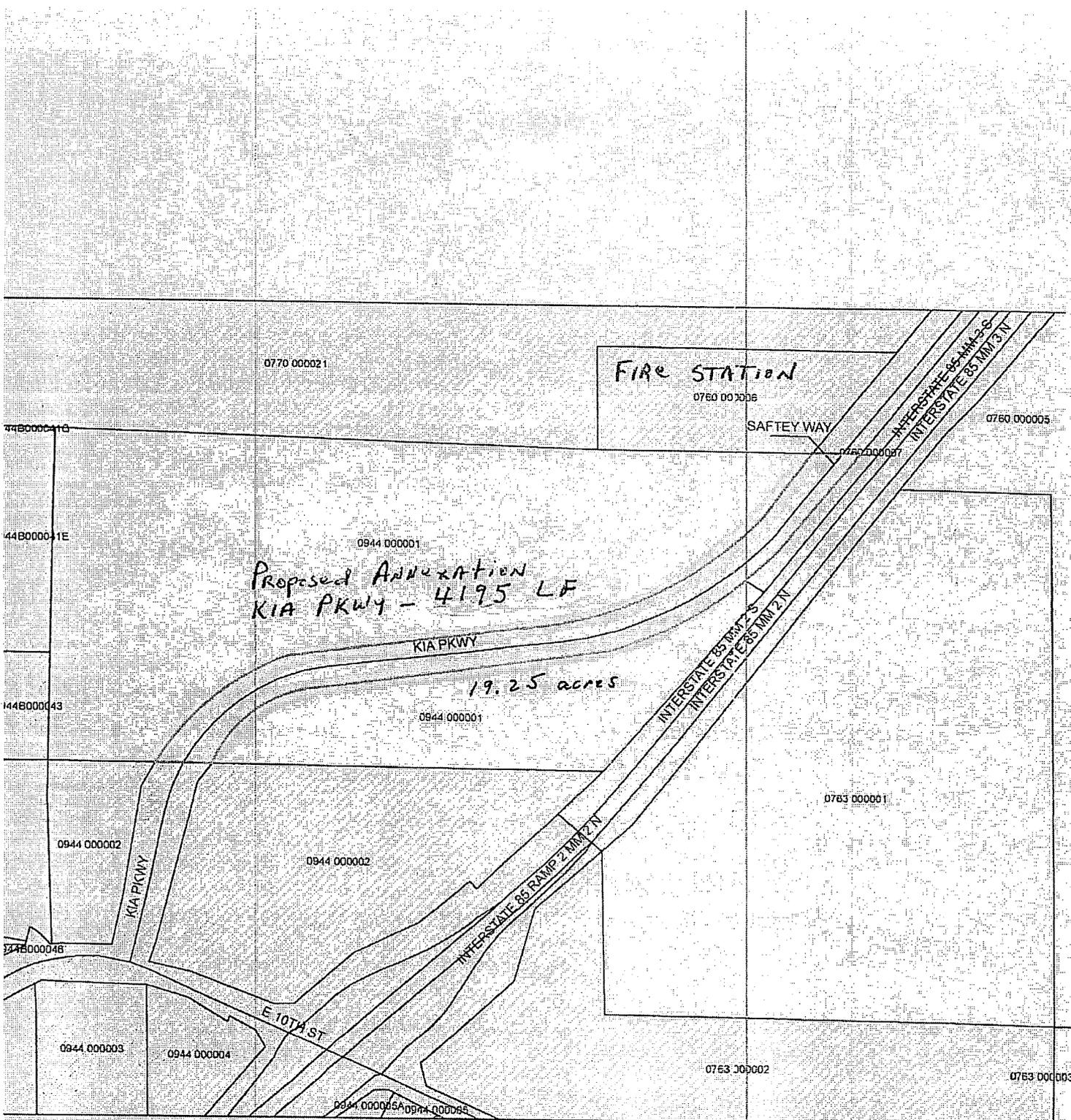


WEST POINT DEVELOPMENT I & II, LLC
 LOCATED IN TROUP COUNTY GEORGIA
 LAND LOT(S): 238, 239 & 273
 SCALE: 1" = 200' (ORIGINAL) DATE: 18 FEBRUARY 2013
 PREPARED BY: [Signature]

REFERENCES:
 DEED BOOK 1555, PAGE 250
 PLAT BOOK 1, PAGE 249
 DEED BOOK 1215, PAGE 41
 PLAT BOOK 70, PAGE 09
 TROUP COUNTY RECORDS

SEE ALSO TROUP COUNTY RECORDS





Proposed Annexation
KIA PKWY - 4195 LF

19.25 acres

FIRE STATION

SAFTEY WAY

KIA PKWY

E 10TH ST

INTERSTATE 85 RAMP 2 MM 2 N

INTERSTATE 85 MM 2 S
INTERSTATE 85 MM 2 N

INTERSTATE 85 MM 2 S
INTERSTATE 85 MM 3 N

0770 000021

0760 000006

0760 000005

0944 000001

0944 000001

0763 000001

0944 000002

0944 000002

0763 000002

0763 000003

0944 000003

0944 000004

0944 000005A

0944 000005B

44B00001E

44B00001E

44B000043

44B000048

March 12, 2013

City of West Point
Planning and Zoning Department
ATTN: Sammy Osborne

Dear Mr. Osborne:

This letter is a request to de-annex the property at 51 Warner Road. The parcel # 077-0-000-052.

The property was annexed into the city on June 9, 2008. At this time, the increase in property tax is not worth the services available.

Sincerely,



Steve M. Cagle
51 Warner Road
077-0-000-052
11.3 acres

**ORDINANCE TO DE-ANNEX FROM THE EXISTING CORPORATE LIMITS OF THE CITY OF
WEST POINT, GEORGIA CERTAIN INCORPORATED
LAND IN ACCORDANCE WITH SECTIONS 36-66-4 AND 36-36-21 OF THE
OFFICIAL CODE OF GEORGIA**

BE IT ORDAINED, by the Mayor and City Council of the City of West Point, and it is hereby ordained by authority of the same and by the authority granted to the governing authority of the City of West Point by Sections 36-66-4 and 36-36-21, Official Code of Georgia, annotated, that upon application of the owners, of one hundred percent (100%) of the following described property, that said property is hereby de-annexed from the corporate limits of the City of West Point, Georgia, by de-annexation, to wit:

All that tract or parcel of land situated, lying and being in Land Lot 123 of the Fifth Land District of Troup County, Georgia, owned by Steve and Rhonda Cagle being more particularly shown on the attached West Point Zoning Map and Property Survey which is attached hereto as Exhibit "A" and "B". The property is further identified as 51 Warner Road Road and Map # 077-0-000-052, by reference made a part hereof for a more particular and accurate description of the property herein de-annexed, subject to the following conditions:

The Zoning District Classification of the tract described above shall be changed henceforth from the existing R-1A (Single Family Residential District) in the City of West Point and shall be governed by the requirements of the Zoning Ordinance of unincorporated Troup County, Georgia.

This ordinance shall become effective on the date of its adoption.

Ordained this 13th day of May, 2013, by the Mayor and Council of the City of West Point, Georgia.

ATTEST:

City Clerk

This is a true and correct
copy of an ordinance
passed on 05-13-2013

A. Drew Ferguson, IV Mayor

Joseph R. Downs, III, Councilmember

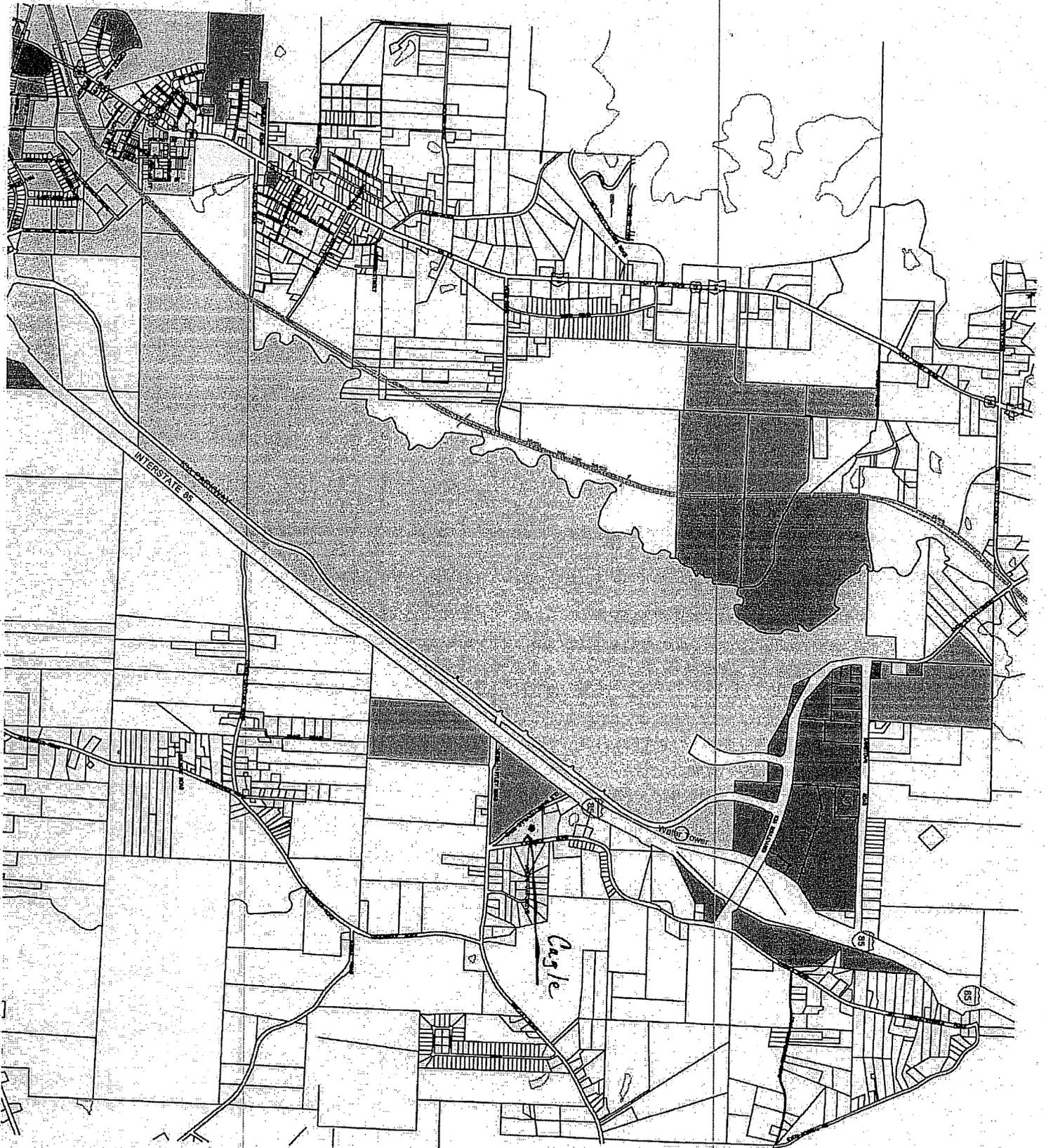
Gerald W. Ledbetter, Councilmember

Gloria R. Marshall, Councilmember

Sandra Thornton, Councilmember

Judy L. Wilkinson, Councilmember

Benjamin F. Wilcox, Councilmember





Municipal Planning Board

- | <u>Members:</u> | <u>Term Expires:</u> |
|---|--|
| 1) Bill Gladden (Chairman)
Mailing Address: 125 Hillcrest Road
West Point, GA 31833
Daytime Phone #: (706) 645-3273
Email Address: BGladden@charterbank.net | March 15, 2013

Evening Phone #: (706) 643-1142 |
| 2) Ralph Davidson
Mailing Address: 1203 Eastwood Lane
West Point, GA 31833
Cell Phone #: (706) 518-8020
Email Address: maddodo01@charter.net | March 15, 2014

Evening Phone #: (706) 645-4988 |
| 3) Trudye Johnson
Mailing Address: PO Box 717
West Point, GA 31833
Daytime Phone #: (706) 645-9419
Email Address: trudye.johnson@charter.net | March 15, 2015

Evening Phone #: (706) 645-9419 |
| 4) Joel Finlay
Mailing Address: 109 Springvale Road
West Point, GA 31833
Daytime Phone #: (404) 787-5597
Email Address: jfinlay@batson-cook.com | March 15, 2012

Evening Phone #: (706) 645-3808 |
| 5) Anita Jones (Vice Chairman)
Mailing Address: 1107 5 th Avenue
West Point, GA 31833
Daytime Phone #: (706) 643-9471
Email Address: jbjiii@knology.net | March 15, 2012

Evening Phone #: (706) 643-9471 |

March 18, 2013

Attn: Ed Moon, City Manager
City of West Point Georgia
730 1st Avenue
P.O. Box 487
West Point Georgia 31833
Office: 706-645-3500
Fax: 706-643-8150

**Re: Proposal Mixed Income Housing Implementation
Program Management Consulting Services**

Mr. Moon,

Thank you for the opportunity to submit this proposal for real estate consulting services related to the proposed West Point 10th Street Area Redevelopment Plan implementation. Based upon the information contained in the final 10th Street Area Redevelopment Plan, dated May 2011 and authored by the Market + Main led consultant team, it is understood that the City of West Point (hereinafter referred to as the ("Owner/Client")) desires to engage MetroCenter Associates, Inc. (MetroCenter) as a program management consultant for a period of one year with the option for two subsequent annual renewals of this one year consulting engagement to support the City of West Point as follows::

- A. Act as the Owner/Client representative, advocating for the best outcomes to achieve the Owner/Clients stated goals for the 10th Street Area Redevelopment Plan implementation activities for mixed income housing.
- B. Develop an updated detailed strategic implementation plan and schedule for the redevelopment program mixed income housing activities described in the 10th Street Area Masterplan.
- C. Assist the City staff in solicitation and negotiation with potential private housing development partners, zoning consultants and other partners as required to advance redevelopment program mixed income housing project progress. MetroCenter will specifically not act as legal counsel to the Owner/Client.
- D. Assist in the development of housing redevelopment project feasibility using detailed financial proforma, cost estimates and assessments of implementation funding strategies for all targeted public, private and philanthropic funding.
- E. This proposal is based upon the assumed availability of all materials related to the site such as appraisals, surveys, environmental assessments, zoning materials, etc... For your review, this proposal is itemized for services as follows:

Specific Program Management Elements for Year 1:

1. **Project A: Strategic Planning and Feasibility for 10th Street Area Mixed Income Housing Masterplan**
 - Develop preliminary scope and budget for multiphase mixed income housing redevelopment including recommendations for City of West Point capacity required for implementation, ie financial incentives, legal counsel, etc...
 - Assist in planning and negotiations with partners for strategic real estate transactions such as land acquisitions, land leases, property exchanges, etc...
 - Refine and update planned housing redevelopment project phasing and schedules with associated activities and roles identified (coordinate with ongoing recreation SPLOST project schedules and projects)
 - Develop Housing Project Specific Implementation Mixed-Finance Strategy
 - Explore and determine need for Master Developer vs. Individual Project Development procurement based on public funding regulatory requirements if required
 - Develop Project Preliminary Feasibility Proforma and financial scenario analysis based on assumed availability of local, State, Federal and private financing

2. **Project B: Program Management Services for Phase 1 Public Housing Mixed-Income Redevelopment**
 - Develop schedule of activities required to implement a minimum of 100 mixed-income rental units at the West Point Housing authority controlled Higgins Street site or an alternate site in 10th Street masterplan area if required
 - Assist in coordination with Columbus Housing Authority, Ga. DCA and other partners TBD
 - Assist in pre-development planning and design coordination for new mixed-income Multifamily Rental Community - (potentially a LIHTC project partnership with an experienced private affordable housing multifamily developer)
 - Act in capacity as Owners Representative for City of West Point in procurement and negotiations private Developer/Contractor (City of West to contract separately for appropriate legal counsel).

3. **Fees** – MetroCenter fees for the first year of this annual engagement will not exceed \$30,000.00 based on an hourly billing rate of \$125.00 per hour (average 5 hours per week or \$2,500 per month maximum). Routine expenses such as travel, gas, copies, etc...shall be billed with documentation provided, in addition to the MetroCenter hourly rate and paid by the Client/Owner. Subsequent annual renewals of this contract are subject to re-negotiation of the maximum fee and hourly billing rate upon the written agreement of both parties. Any additional consultant services beyond the scope of this proposal which the Client/Owner may desire shall be negotiated and billed as an additional service upon the agreement of both parties.

4. Billing and Fee Structure

Fees are based upon hourly rates for services. The maximum hours per week are provided for budgetary purposes and are based on information available on the date of this proposal. Because the complexity of the actual work required may vary depending upon legislative approvals, schedules, financing or should the Client/Owner decide to alter the scope of work, both parties agree to periodically evaluate the time commitments required and make any adjustments in the monthly billing maximums. MetroCenter shall not exceed the initial maximum number of hours per month per project without the written consent and approval of the Client/Owner unless a written increased work scope is requested by the Client/Owner and agreed to by MetroCenter.

This project will be billed in monthly installment payments that will reflect the total hours per week expended. Invoices will be submitted in a format acceptable the Client/Owner. Routine expenses will be billed in addition to the monthly fees. An interest charge of two percent (2%) per month will be applied to unpaid invoices outstanding for more than thirty (30) days.

A retainer of \$2,500 is due upon execution of this contract and considered non-refundable.

5. Terms and Conditions

This proposal covers only the real estate program management related services discussed. Should the assumptions regarding the scope of work for each project prove false or be substantially altered in the future, both parties reserve the right to re-negotiate the terms of this agreement. The Client/Owner agrees to engage all additional professional services consultants and legal counsel that it deems necessary in a timely manner as required to facilitate scheduled development activities. Copies of all consultant work scopes related to projects identified herein will be made available to MetroCenter. Copies of all contracts and documents relating to the Client/Owner responsibilities in conjunction with the work scope outlined herein will be provided to MetroCenter upon request.

6. Alterations/Additions

This proposal covers only the real estate related services outlined. Any work requested by the Client/Owner after this agreement has been approved, and which was not included in the original scope of work description, will be billed in addition to the approved contract at the agreed upon rate for said services the Client/Owner agrees to pay for all approved and properly executed Change Orders. A written Change Order will be prepared, submitted and approved before any additional work will proceed. Under extraordinary conditions (ie. work outside of a reasonable daily schedule such as City Council Meetings, Neighborhood and Community Group meetings...) verbal approval by the Client/Owner of change orders not exceeding \$1,000 in a single monthly billing cycle is sufficient. The Client/Owner agrees to pay all changes approved in this manner.

7. Reimbursable Expenses

The Client/Owner shall reimburse MetroCenter Associates, Inc. for all pre-approved and pre-authorized expenses arising from this agreement. Reimbursable expenses include travel and associated costs, freight, postage, long distance calls, etc... Reimbursable expenses will be billed along with work-to-date billings. There is no mark-up rate on reimbursable expenses if paid in full within 30 days of invoice receipt. For reimbursable expenses not paid within 30 days, a 15% mark up will be applied. Automobile travel related to the work scope identified herein, is calculated at \$0.42 per mile.

8. Default and Remedies.

Either party's failure to fulfill the terms and conditions of this agreement shall constitute an Event of Default. In an Event of Default, the defaulting party must provide written notice of the basis for the default and provide ten (10) days for the defaulting party to cure said default. If the default is not cured or corrected within the cure period, the non-defaulting party shall have the right to pursue mediation and/or arbitration relief with any licensed mediation and arbitration agency in the Metropolitan Atlanta area. The prevailing party shall be awarded all fees and costs associated with initiation of the mediation or arbitration proceedings including attorney's fees incurred and costs of expert witnesses.

9. Termination

Either party has the right to terminate this agreement with cause without any notice. In the event that either party desires to terminate this agreement without cause, at least thirty (30) days notice must be given prior to the termination of this agreement. In the event that this agreement is terminated without cause, MetroCenter shall be paid for all services rendered through the date of termination.

10. Assignment, Modifications and Choice of Law

Time is of the essence of this agreement. This agreement may not be assigned by either party without the prior written consent of the other. Any modifications of this Agreement must be in writing. This agreement shall be governed by the laws of the State of Georgia.

10. Acceptance

Acceptance of this proposal can be indicated by signing the following signature page and returning a signed copy with the required \$2,500.00 retainer. Work will begin upon receipt of a signed agreement and the retainer.

Thank you again for this wonderful opportunity to be part of the exciting growth of West Point, Georgia. I look forward to working with you to build a mutually beneficial relationship.

Sincerely,

MetroCenter Associates, Inc.

Tony Picket
President

Contract acceptance:

Date: _____

Title
for City of West Point

A RESOLUTION OF THE CITY OF
WEST POINT GEORGIA

WHEREAS, Forest Mill Apartments, Limited Partnership proposes to build 80 Family units consisting of 16 one-bedroom, 40 two-bedroom and 24 three-bedroom units located on Hatchett Street, in the City of West Point. These units will be funded through the Georgia Department of Community Affairs with private funding through the sale of tax credits; and

WHEREAS, Forest Mill Apartments, Limited Partnership will apply for loans and tax credits, and will invest over \$5,000,000 in private funds; and

WHEREAS, there are limited funds available and the support of the elected body of the local government is important to a successful application process; and

WHEREAS, the owner of Forest Mill Apartments, Limited Partnership has requested a resolution of support from the West Point City Council.

NOW THEREFORE BE IT RESOLVED that the Council of the City of West Point, Georgia supports the application of Forest Mill Apartments, Limited Partnership in its endeavor to build quality affordable family housing

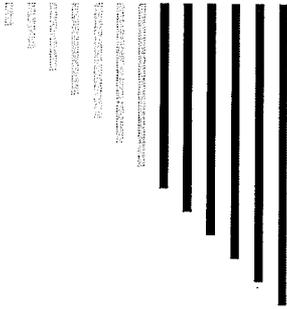
SO RESOLVED, this the __ day of _____, 2013.

CITY OF WEST POINT, GEORGIA

BY: _____,
Mayor

ATTEST:

_____,
City Clerk



INFORMATION



Downtown West Point Development Authority Minutes March 12th, 2013

Present: Joe Hill, Cheryl Magby, Steve Tramell, Gus Darden, Bill Nixon, David Lyons, Lance Francis, and Drew Ferguson.

Joe Hill called the meeting to order, and the minutes from the previous meeting were approved.

The Treasurer, Steve Tramell, reported the month started out with \$71,472.64 and ending with \$64,403.23. There are outstanding checks of \$966.41. There are still some outstanding taxes unpaid figuring about \$2400.

Committee Report:

BHT Promotions Committee- No chairman- Still trying to find someone. Discussion about the back to school bash and finding a volunteer to help with it and paying Michael Blair half of the deposit for him to MC. A suggestion made to hire Judy Wilkinson as a contractor to put on the event, discuss more a little later.

BHT Economic Committee- David Lyons is doing a Quicken down dirty survey for the Downtown businesses that will collect data to better help bring in more retail. This will be great economic activity info for the Department of Community Affairs. David is working with the company Retail Strategy to come and assist with recruitment and a development plan for new retail.

BHT Design Committee- No report

BHT Manager's Report- Announced the Heart and Soul Bus Tour April 4th to come and review success stories on progress in Downtown West Point.

Old Business:

Jake Behr has been working with Cheryl and DWPDA on the Bass Master Tabloid. He has got 8 businesses in West Point to fulfill the Downtown West Point ad page. The tabloid will be released late April, early May.

New Business:

Strategic Planning process is put into place to work with the Downtown Revitalization Study. This will create value for the downtown business owners and the biggest component which is Point University. The City, DWPDA, WPDA is to come together and each entity to invest in the total cost of \$45000. Motion was put on table to make a commitment to pay \$15000 for the Strategic studying and motion was granted. Joe Greenwood of "Joe the Tailor" Dry Cleaners closed his doors and has retired. A recognition Ceremony will be March 13th 1:00PM at the City Hall.

There is no further business, Joe adjourned meeting. The next meeting will be April 9th at 8:00am.

Submitted by Cheryl Magby, recording secretary

West Point Development Authority

Agenda

April 11, 2013

- 1. Invocation**
- 2. Minutes**
- 3. Financial Report**
- 4. Executive Director's Report**
- 5. Old Business**
- 6. New Business**
- 7. Adjournment**

WEST POINT DEVELOPMENT AUTHORITY
March 14, 2013

Members Present: Craig Berlin, Lionel Johnson, Griggs Zachry, Josh Moon and Wiky Gladden. Also present was WPDA attorney, Drexel Meadors, Joe Hill, Ed Moon and Mayor Drew Ferguson.

Meeting was called to order by Craig Berlin.

Motion was made by Griggs Zachry and seconded by Lionel Johnson to approve the minutes of the February 14, 2013 meeting. Vote to approve was unanimous.

Wiky Gladden made the motion to accept the financial report for February as presented. Motion was seconded by Griggs Zachry. Vote to approve was unanimous.

Executive Director David Lyons reported on his activity for the month of February.

Craig Berlin made a motion for Drew Ferguson IV to represent West Point at the Valley Partnership meetings. Lionel Johnson seconded the motion. Vote to approve was unanimous.

Griggs Zachry made the motion to approve to fund \$15,000 of the \$45,000 due to complete the Strategic Plan for the City of West Point with Market & Main. Lionel Johnson seconded the motion. Vote to approve was unanimous.

Lionel Johnson made the motion to approve a \$9,000 contribution to assist in funding for the City of West Point Opportunity Zone. Griggs Zachry seconded the motion. Vote to approve was unanimous.

Mr. David Lyons was excused from the meeting prior to discussion of his salary. Motion was made by Griggs Zachry and seconded by Lionel Johnson to increase Executive Director David Lyons salary equal to the City of West Point Salary Scale for Level 23M. To obtain the Level 23M, the West Point Development Authority would need to give an equity adjustment this year. This increase will be retroactive to February 1, 2013. WPDA funds 67% of Mr. Lyons total salary of which the remainder is funded by the Columbus Chamber of Commerce.

There being no further business, the meeting was adjourned.

J. Griggs Zachry, III
Secretary

Current Account Balances - As of 3/31/2013

As of 3/31/2013

4/4/2013

Account	3/31/2013 Balance
Bank Accounts	
Farmers & Merchants Bank - MMA Operating Account	250,000.00 60,918.60
TOTAL Bank Accounts	310,918.60
OVERALL TOTAL	310,918.60

Monthly Budget - Mar 2013

3/1/2013 through 3/31/2013 Using Budget 2013

4/4/2013

Category	3/1/2013 Actual	Budget	3/31/2013 Difference
OUTFLOWS			
Cell Phone	51.11	50.00	-1.11
Community Development	515.89	1,167.00	651.11
Computer and Website Maintenance	1,853.57	175.00	-1,678.57
Contract Labor	4,286.83	4,916.00	629.17
Education-	725.00	167.00	-558.00
FICA	219.56	196.00	-23.56
Health Insurance	165.00	458.33	293.33
Insurance	0.00	0.00	0.00
Legal & Closing	317.00	416.67	99.67
Marketing	0.00	833.33	833.33
Miscellaneous	0.00	83.33	83.33
Office Expenses	259.24	229.00	-30.24
Postage	0.00	17.00	17.00
Professional Dues & Subscriptions	224.40	417.00	192.60
Project Development	492.63	1,667.00	1,174.37
Travel	626.68	583.00	-43.68
TOTAL OUTFLOWS	9,736.91	11,375.66	1,638.75
OVERALL TOTAL	-9,736.91	-11,375.66	1,638.75

2013 Budget-Year To Date - Q1 2013
 1/1/2013 through 3/31/2013 Using Budget 2013

Category	1/1/2013 Actual	Budget	3/31/2013 Difference
EXPENSES			
Cell Phone	165.70	150.00	-15.70
Community Development	811.88	3,501.00	2,689.12
Computer and Website Maintenance	2,203.57	525.00	-1,678.57
Contract Labor	12,860.49	14,748.00	1,887.51
Education-	725.00	501.00	-224.00
FICA	658.68	588.00	-70.68
Health Insurance	470.77	1,374.99	904.22
Insurance	0.00	0.00	0.00
Legal & Closing	1,227.20	1,250.01	22.81
Marketing	0.00	2,499.99	2,499.99
Miscellaneous	0.00	249.99	249.99
Office Expenses	766.85	687.00	-79.85
Postage	75.64	51.00	-24.64
Professional Dues & Subscriptions	2,103.35	1,251.00	-852.35
Project Development	625.36	5,001.00	4,375.64
Travel	1,732.96	1,749.00	16.04
TOTAL EXPENSES	24,427.45	34,126.98	9,699.53
OVERALL TOTAL	-24,427.45	-34,126.98	9,699.53

WEST POINT HISTORIC PRESERVATION COMMISSION MEETING MINUTES
APRIL 3, 2013

The meeting was called to order by Chairman Larry Duncan. Attending were Jane Fuller, Debra Robertson, Bob Hicks, and Marshal Sapp.

Chairman Duncan stated that Old Business would be discussed after COA's presentation.

New Business:

COA – New Horizon Community Theatre, 411 West 8th Street
Joel Finley representing NHCT presented 2 (two) COA's

- 1- COA presented requesting modifying the front elevation of the theatre to meet the City's requirement of a 2 ½ foot elevation above the flood plain. In order to obtain the necessary length of rise required, the door would need to be relocated. Insulated divided storefront windows will be installed into the existing stucco areas on the façade.
- 2- COA requesting painting of the NHCT building. The reason for this request is due to the fact that there will be a brick infill area around the new door and windows. The brick used will not match the existing brick and there will be a definite line of demarcation visible. Paint would mask this problem.

Discussion at previous HPC meetings has determined the need for changes in the West Point Design Guidelines to allow for the installation of insulated double paned windows. Until the guidelines are changes the commission will automatically allow for this variant.

During the discussion of both COA's presented, it was pointed out that the NHCT building was originally painted when it was placed on the National Register and that the side facing 4th Avenue is still painted. Even though painting of the brick is not recommended in the guidelines, painting of the brick would also indeed mask the problem resulting from the infill brick used and it would further help to distinguish the building from the new construction part of the theatre.

Motion was made by Commission Robertson to approve both COA's as presented with the variants requested. It was noted that the determining reason to allow for the variant of painting the building was the fact that the building was painted when it was placed on the National Register of Historic Places.

Motion was 2nd by Commissioner Fuller and was passed unanimously.

Chairman Duncan presented an approved COA certificate to Mr. Finley.

Old Business:

1-WSHD sign toppers

Commissioner Robertson state that lettering on the previously approved street sign toppers for the West Side Historic District could not be increased without a design change. She presented 2(two) new rendering for the sign toppers that would allow for lettering to be large enough to be seen at a

distance. Robertson requested a motion to approve one of the renderings, if it so pleased the commission.

Motion was made by Chairman Duncan to approve Option 2 of the renderings presented. Commissioner Fuller seconded motion and it was unanimously passed.

Commissioner Sapp presented a map of the WSHD in which he had marked location for the placement and direction for sign toppers to be installed.

2-Failure to file COA

Commissioner Robertson stated that renovations had been made by Ben Wilcox to 815 3rd Avenue without filing the requested COA. Robertson had a discussion with Mr. Wilcox in March reemphasizing the need to file a COA requesting desired changes to 815 3rd Avenue with accompanying pictures for approval before beginning work on the building.

The HPC commissioners had met on-site with Mr. Wilcox and Sammy Osborn, city planner for West Point, in February to discuss the changes that Mr. Wilcox would like to make to the exterior of the building. Mr. Wilcox was told by the commission that he would need to file a COA and supply a pictures of his final selection of the exterior door, casing, and light fixture which he desired to install. COA would be approved if materials selected were in compliance with the West Point Design Guidelines.

Chairman Duncan will send a letter of reprimand to Mr. Wilcox and Jerry Cash, owner of the building.

With no further business to discuss the meeting was adjourned.

Minutes prepared and submitted by:

Debra Robertson, Secretary
West Point Historical Preservation Commission
West Point, Georgia 31833