WEST POINT GEORGIA

Welcome Home

October Monthly Reports
November 2015

AGENDA
WORK SESSION

WEST POINT

THURSDAY, NOVEMBER 5TH
WORK SESSION
@ 8:15 AM

PUBLIC HEARING

- 2015 Proposed Budget

MEETING CALLED TO ORDER

AGENDA REVIEWED IN ITS ENTIRELY BEFORE DISCUSSION

PUBLIC COMMENT ON AGENDA ITEMS (FORM REQUIRED)

NEW BUSINESS

- Discuss 2015 Proposed Budget

CONSIDER ITEMS FOR BUSINESS MEETING (Create Business Meeting Agenda)

MAYOR & COUNCIL COMMENTS

ADJOURNED

Next Meeting:
Council Meeting - Monday, November 9th @ 6:00 PM

MINUTES

The regular meeting of the Mayor and Council was held in the Council room of West Point City Hall October 12, 2015 at 6:00 P.M. with Mayor A. Drew Ferguson IV presiding.

Members Present:
Councilmember Joseph R. Downs III
Councilmember Gerald W. Ledbetter
Councilmember Sandra Thornton
Councilmember Steven M. Tramell
Councilmember Benjamin F. Wilcox

Members Absent:
Councilmember Gloria R. Marshall

Mayor Ferguson called Reiko Williams, Goodsell United Methodist Church 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 September 14, 2015 regular meeting. The motion was made by Councilmember Gerald W. Ledbetter and seconded by Councilmember Benjamin F. Wilcox; **passed unanimously**.

FINANCIAL REPORT

Councilmember Joseph R. Downs III presented the September financial report with the October cash position and forecast and made a motion to accept the report; motion seconded by Councilmember Steven M. Tramell and **passed unanimously**.

AGENDA

Mayor Ferguson reviewed the listed agenda and asked for a motion to approve the agenda. Councilmember Gerald W. Ledbetter made said motion and seconded by Councilmember Joseph R. Downs III; **passed unanimously**.

ANNEXATION & REZONING ORDINANCE FOR WILLIE BARBER

Mayor Ferguson asked for a motion to grant the request by Mr. Willie Barber III to annex 2 acres on Old West Point Road near Highway 103 into the City of West Point. The zoning being requested is RI-A (Single-Family Residential). The West Point Planning Board reviewed the request and recommends the annexation. Councilmember Gerald W. Ledbetter made said motion seconded by Councilmember Joseph R. Downs III; **passed unanimously**.

ANNEXATION & REZONING ORDINANCE FOR CITY OF WEST POINT

Mayor Ferguson asked for a motion to annex .5 acres on Old West Point Road near Highway 103 into the City of West Point. The City of West Point currently owns the land. The zoning being requested is MXD-1 (Mixed Use res/com). The parcel # is 006 051B land lot 226 located in the 5th District of Harris County. Councilmember Benjamin F. Wilcox made said motion seconded by Sandra Thornton; **passed unanimously.**

ANNEXATION & REZONING ORDINANCE FOR HARRIS CO. DEVELOPMENT AUTHORITY

Mayor Ferguson asked for a motion to grant the request by Harris County Development Authority to annex 114.5 acres on Davidson Road near Highway 103 into the City of West Point. The zoning being requested is I-2 (Heavy Industrial). The parcel # is 006 006 land lot 169 located in the 5th District of Harris County. Councilmember Steven M. Tramell made said motion seconded by Councilmember Gerald R. Ledbetter; **passed unanimously.**

ANTE LITEM NOTICE – MATTHEW SENN, FALSE ARREST AND MALICIOUS PROSECTION

Councilmember Sandra Thornton made a motion to deny an Ante Litem Notice filed by Mr. Matthew Senn demanding $100,000 as compensation for humiliation, incarceration and mental pain and suffering. The motion was seconded by Councilmember Gerald W. Ledbetter. **Councilmember Benjamin F. Wilcox abstained from voting. The motion passed with the remaining members voted unanimously.**

FORWARD FUND REQUEST FROM CITY OF WEST POINT POLICE DEPARTMENT

Councilmember Benjamin F. Wilcox made a motion to loan the City of West Point Police Department $280,000 for the renovation of a newly acquired property on West 9th Street formerly the telephone Company for the purpose of a Police Station. Councilmember Joseph R. Downs III seconded the motion; **passed unanimously.**

COMPREHENSIVE PLAN RESOLUTION

Councilmember Joseph R. Downs III read a resolution in a form of a motion to adopt the City of West Point 2015through 2035 Comprehensive Plan update. The Plan was prepared in accordance with the minimum standards and procedures for local comprehensive planning established by the Georgia Planning Act of 1989. The two required public hearing were conducted at West Point City Hall. Three Rivers Regional Commission and the Department of Community Affairs have reviewed the plan and find that it adequately addresses the minimum standards for Local Comprehensive Planning. The motion was seconded by Councilmember Benjamin F. Wilcox; **passed unanimously**.

BREAST CANCER AWARENESS PROCLAMATION

Mayor Ferguson along with Councilmember Sandra Thornton read a proclamation proclaiming October as Breast Cancer Awareness Month in the City of West Point. Mayor Ferguson asked the Council and all Citizen of West Point to keep Councilmember Sandra Thornton in our prayers. Councilmember Thornton will undergo surgery on Tuesday, October 13, 2015. Councilmember Thornton thanked the Mayor and Council for their support.

OTHER

Mayor Ferguson also asked everyone to keep the family of Lanett Mayor Oscar Crawley in our prayers. Mayor Crawley passed on October 6, 2015. Mayor Ferguson stated Mayor Crawley contributed to the growth and development of the Valley area and would be greatly missed.

Mayor Ferguson recognized Chief Milton Smith and the West Point Fire Department for raising $4,079.00 for Best Friend for Life.

Mayor Ferguson thanked Commissioner Jim Wood from Harris County for showing interest in West Point and attending the meetings.

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 October, 2015

REVENUES

	General Fund	EMRG 911	Water Fund
Current Revenue	$2,033,837.89	$19,425.68	$323,206.02
YTD Revenue	$6,081,872.96	$76,904.49	$3,553,025.83
Budget	**$6,757,262.00**	**$94,337.00**	**$3,741,982.00**
Percentage Budget	90.00%	81.52%	94.95%

	Electric Fund	Gas Fund	Sanitation
Current Revenue	$422,575.03	$63,128.57	$30,119.94
YTD Revenue	$5,286,475.31	$1,142,642.33	$282,974.04
Budget	**$6,059,632.00**	**$1,547,319.00**	**$466,450.00**
Percentage Budget	87.24%	73.85%	60.67%

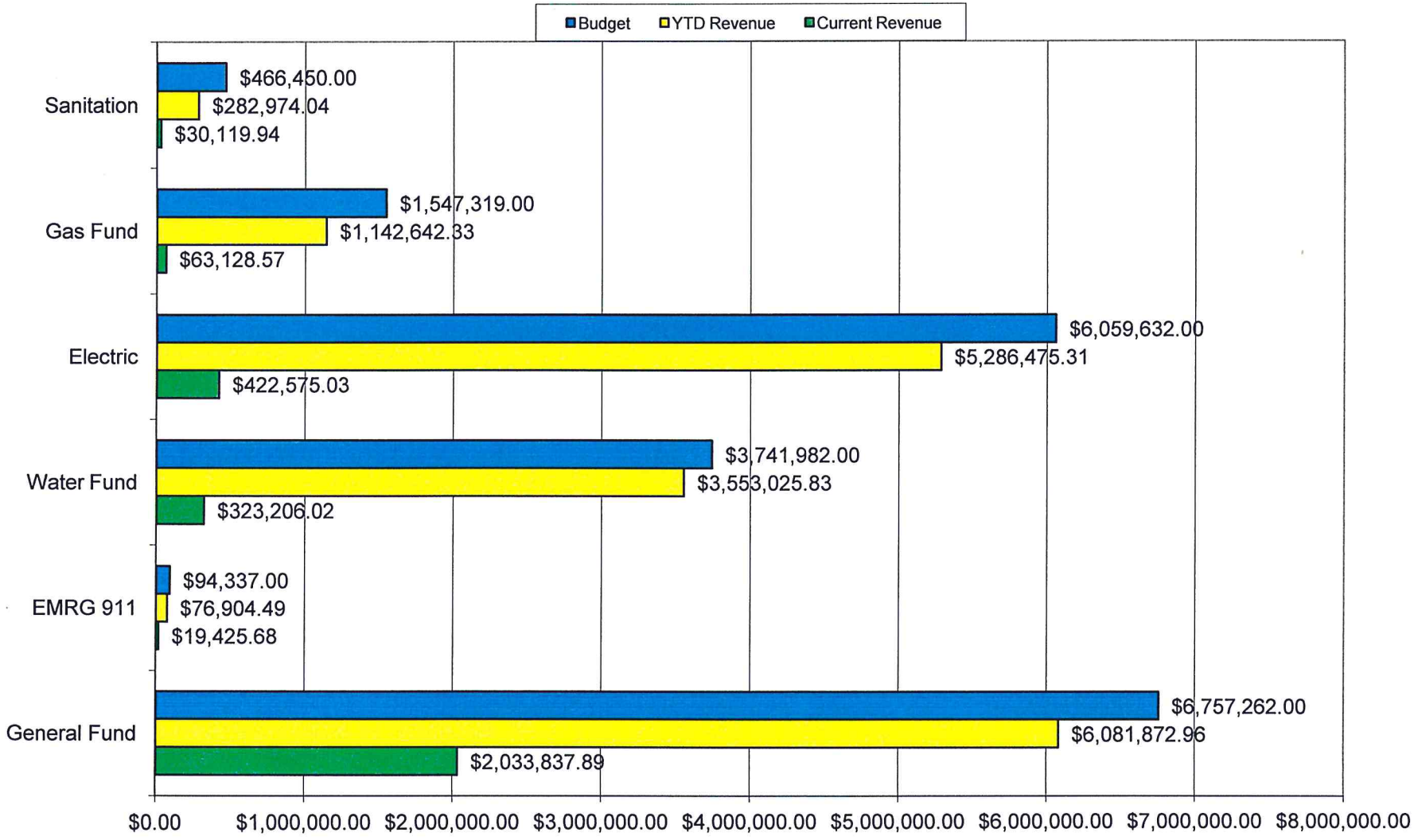
	One Georgia	EIP	SPLOST
Current Revenue	$0.00	$0.00	$103,910.18
YTD Revenue	$0.00	$0.00	$1,211,988.14
Budget	**$0.00**	**$0.00**	**$1,336,100.00**
Percentage Budget	#DIV/0!	#DIV/0!	90.71%

Total All Departments	
Current Revenues	$2,996,203.31
Current Expense	$1,469,803.36
over/under	$1,526,399.95

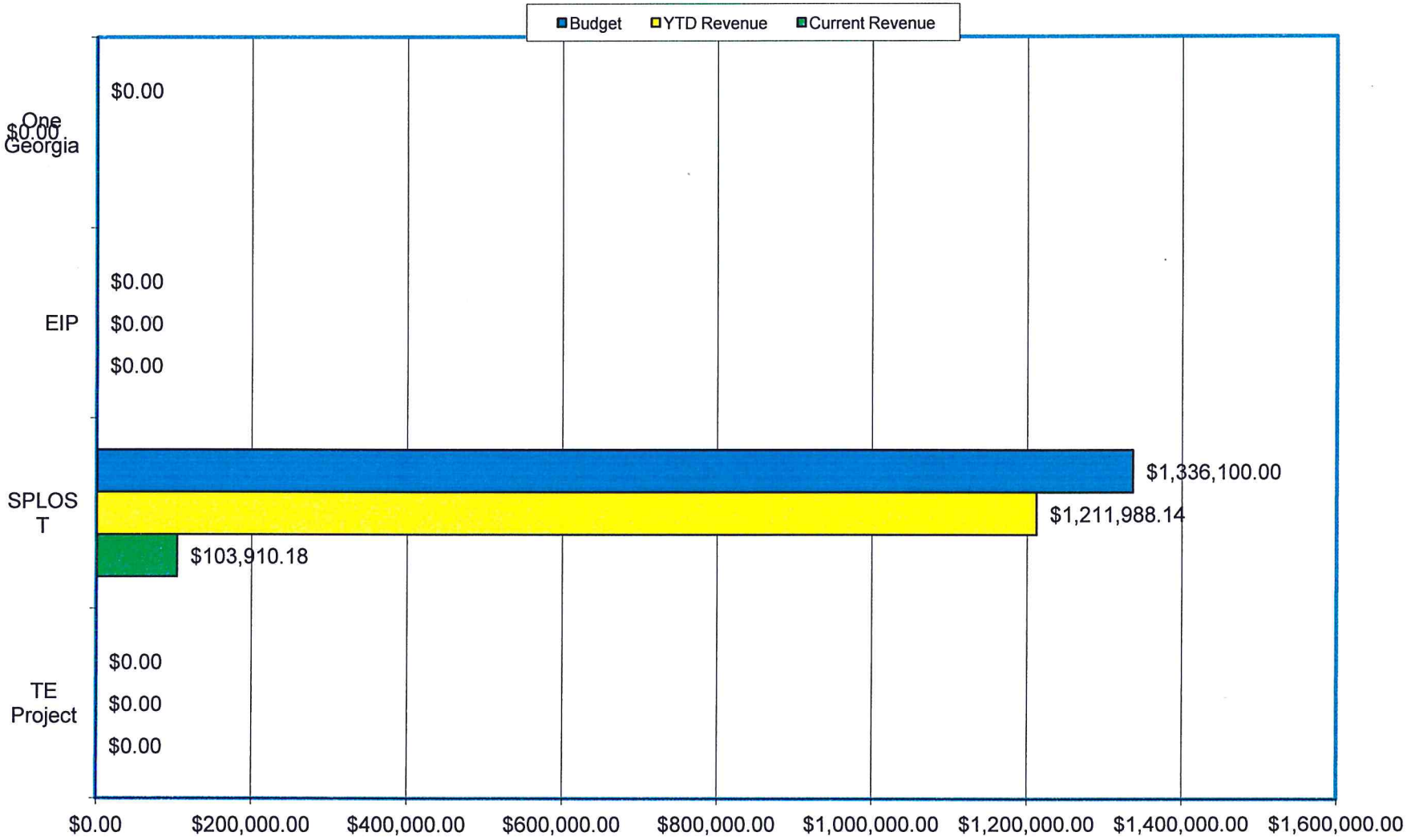
	Total All Departments
Total YTD Revenue	$17,635,883.10
Total YTD Expenses	$16,791,042.77
over/under	$844,840.33

YTD Revenue	**$17,635,883.10**
Budget	**$20,003,082.00**
Percentage	**88.17%**

Budget Revenue Comparison October, 2015



Budget Revenue Comparison October, 2015



City of West Point Financial Report October, 2015

EXPENSES

	General Government	Police Dept	Fire Dept	Street Dept
Current Expense	$169,122.19	$164,497.91	$139,063.30	$61,076.47
YTD Expense	$1,379,684.13	$1,321,850.16	$1,806,721.68	$507,814.83
Budget	**$1,043,730.00**	**$1,755,650.00**	**$1,843,851.00**	**$623,030.00**
Percentage Budget	132.19%	75.29%	97.99%	81.51%

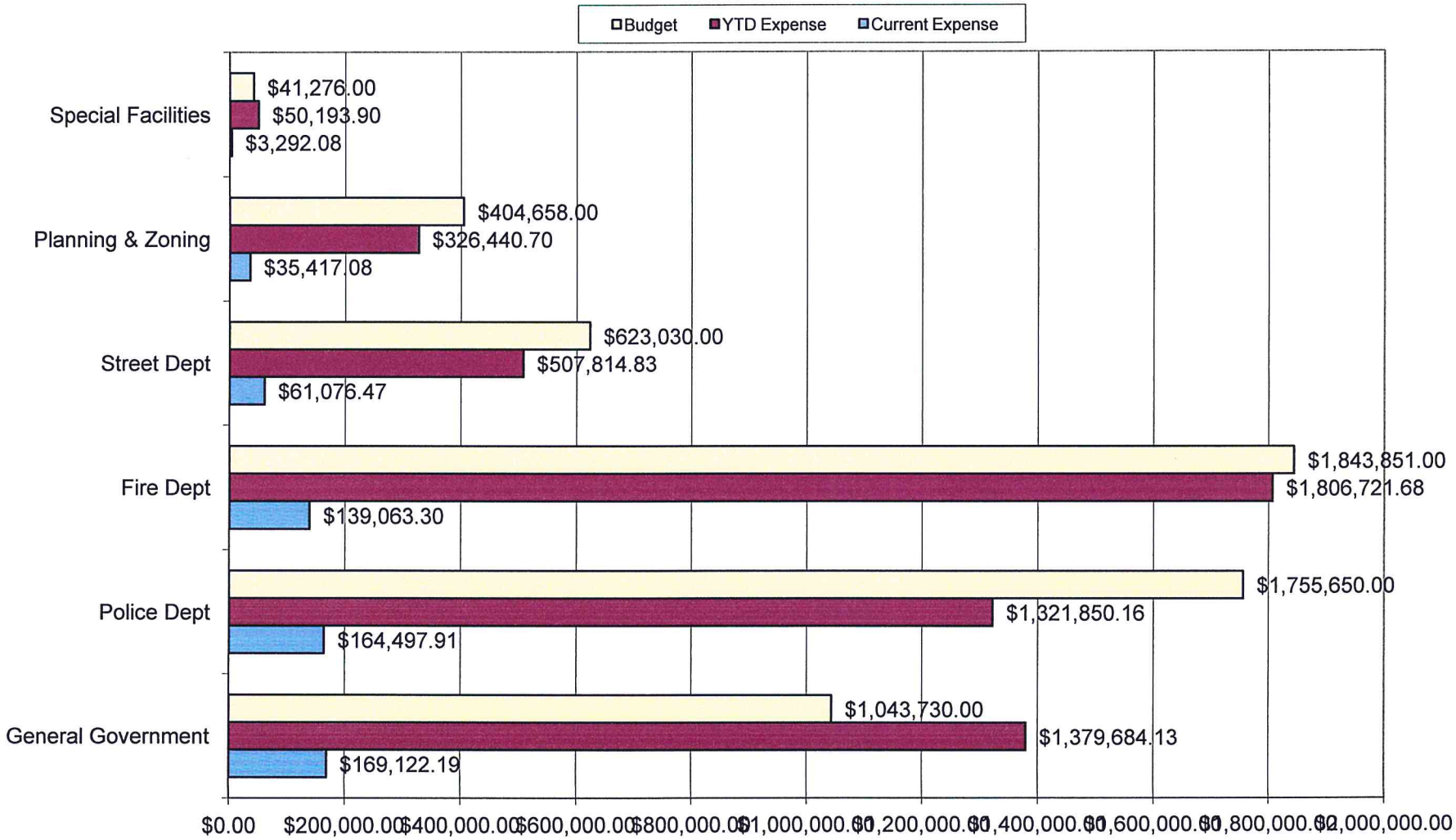
	Planning & Zoning	Special Facilities	EMRG 911 SYS	Water Dept
Current Expense	$35,417.08	$3,292.08	$3,185.21	$112,965.13
YTD Expense	$326,440.70	$50,193.90	$67,713.87	$1,232,318.59
Budget	**$404,658.00**	**$41,276.00**	**$94,337.00**	**$1,737,180.00**
Percentage Budget	80.67%	121.61%	71.78%	70.94%

	Sewer/ Water	Electric Dept	Gas Dept	Sanitation Dep
Current Expense	$141,050.86	$422,575.03	$62,568.39	$71,968.58
YTD Expense	$1,383,057.24	$4,754,952.80	$1,047,345.99	$456,594.17
Budget	**$2,004,802.00**	**$6,059,632.00**	**$1,547,319.00**	**$466,450.00**
Percentage Budget	68.99%	78.47%	67.69%	97.89%

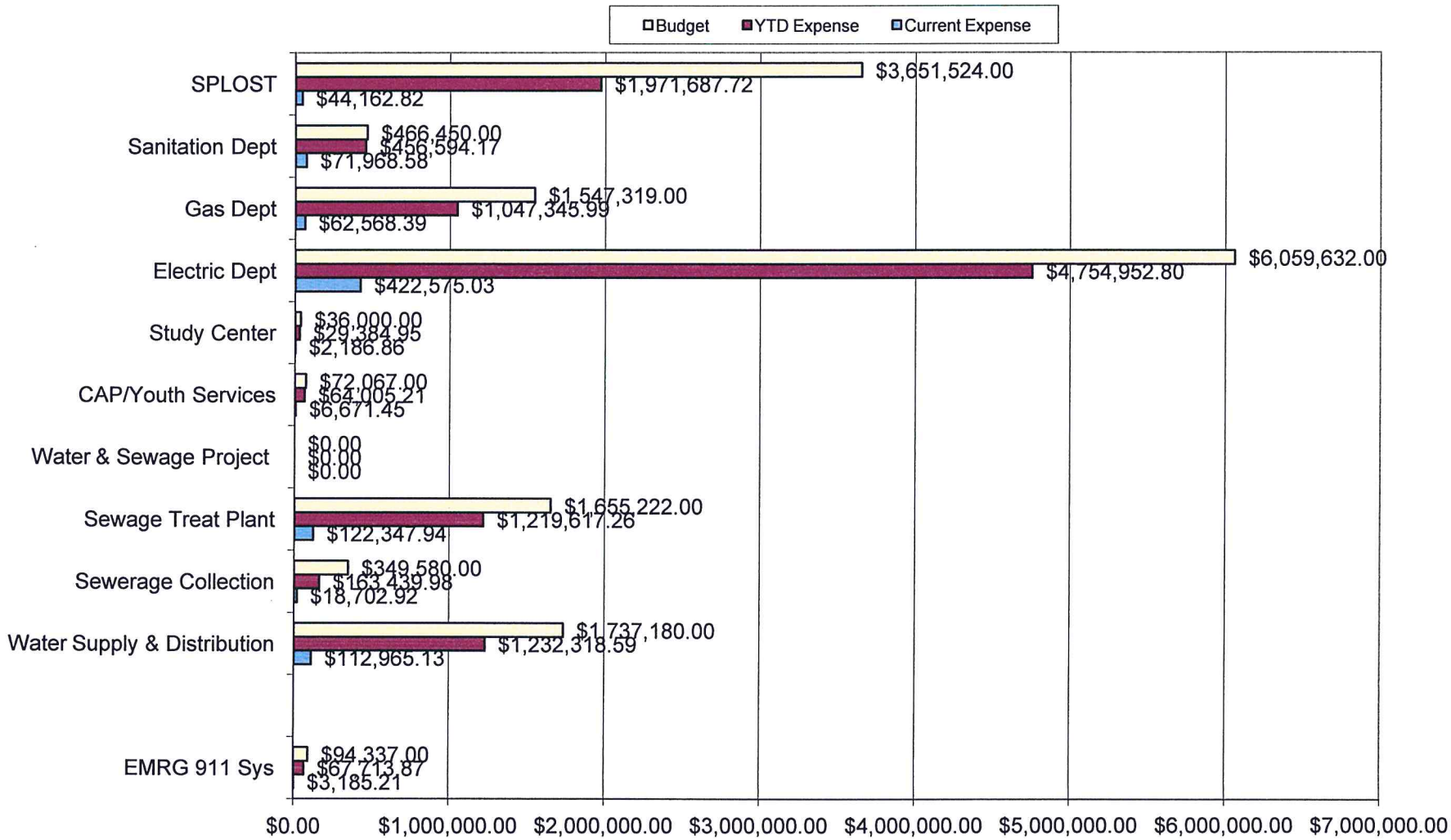
	SPLOST	Study Center	CAP/Youth Services	Economic Dev
Current Expense	$44,162.82	$2,186.86	$6,671.45	$30,000.00
YTD Expense	$1,971,687.72	$29,384.95	$64,005.21	$391,276.83
Budget	**$3,651,524.00**	**$36,000.00**	**$72,067.00**	**$937,000.00**
Percentage Budget	54.00%	81.62%	88.81%	41.76%

	All Funds		Total All Departments		
Current Revenues	$2,996,203.31	**Total YTD Revenue**	$17,635,883.10	**Total YTD Expenses**	**$16,791,042.77**
Current Expense	$1,469,803.36	**Total YTD Expenses**	$16,791,042.77	**Budget**	**$22,318,506.00**
over/under	$1,526,399.95	**over/under**	$844,840.33	**Percentage**	**75.23%**

Budget Expense Comparison October, 2015



Budget Expense Comparison October, 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

October 2015

FIRE RESPONSES

Structure / Residential	2
Structure / Business	2
Vehicle	0
Ground Cover, Trash	0
Hazardous Materials	0
Rescue, M.V.A.	7
False Alarms	9
Automatic Aid Troup Co.	0
Automatic Aid Harris Co	0
Other Responses	1
Total Fire Responses	**21**

EMERGENCY MEDICAL SERVICE RESPONSES

FACILITY	TRIPS
East AL Medical-Lanier	22
West Ga. Medical	24
East AL Medical-Opelika	0
Columbus Medical Center	0
Landing Zone	0
Non-Transport	6
Total E.M.S. Responses	**52**

CITY OF
WEST POINT
P.O. Box 487
West Point, GA 31833

Community Development Department

October 1 – 31, 2015

Permits Issued –	**9**
Elec. Water, Gas	8
Building	1

Inspections -	**64**
Industrial	8
New Commercial	19
Remodel Comm.	22
New Residential	4
Remodel Res.	7
Soil& Erosion	4

Certificate of Occupancy-	**3**

Hearings -	**0**
No Shows	0

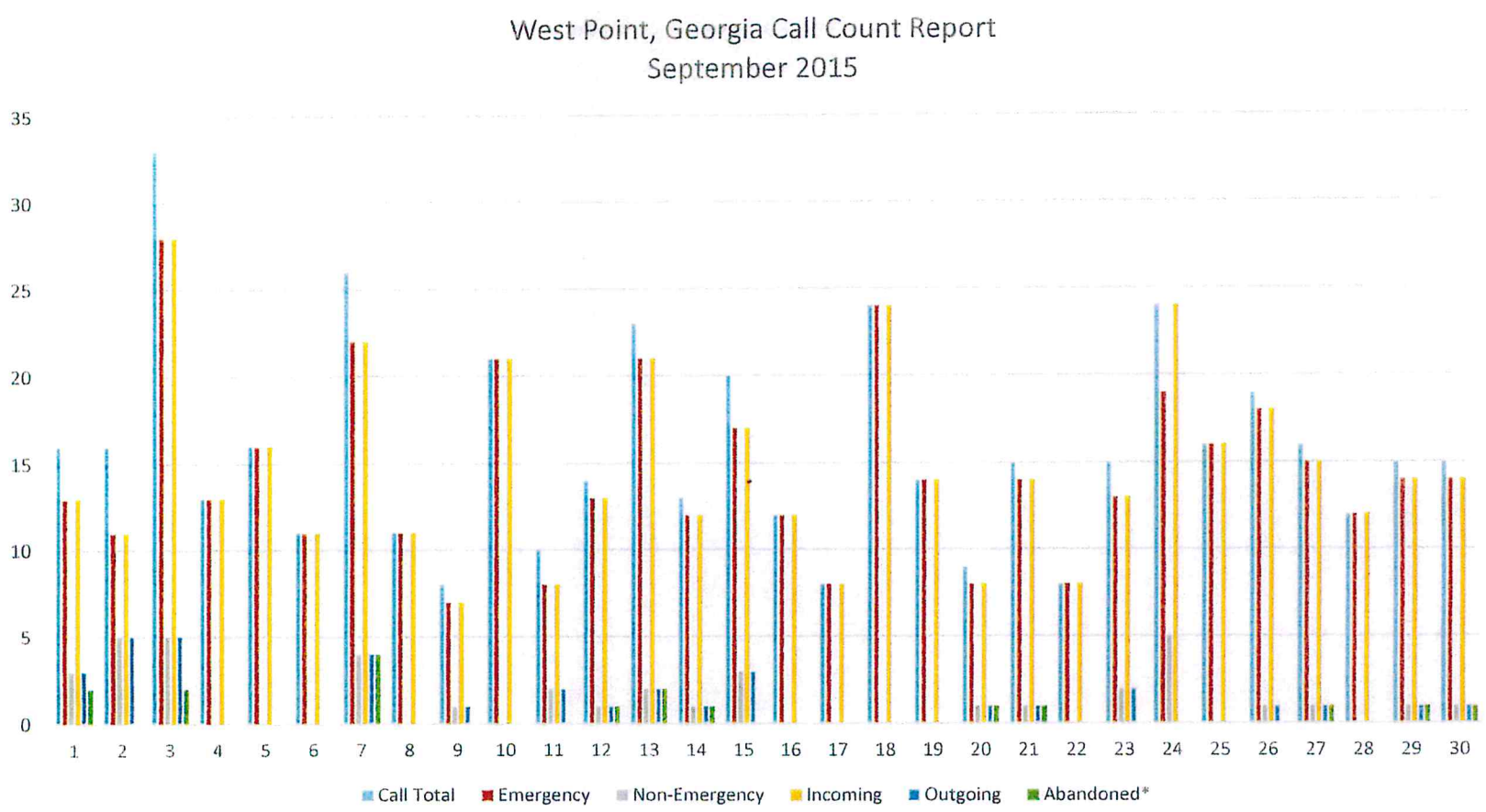
Public Notices-	**0**

Structures Demolished-	**2**

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

	Daily Call Total	Call Category		Call Origin		
		Emergency	Non-Emergency	Incoming	Outgoing	Abandoned*
1	16	16	0	16	0	0
2	32	31	1	31	1	1
3	18	16	2	16	2	0
4	7	7	0	7	0	0
5	16	13	3	13	3	1
6	5	5	0	5	0	0
7	8	8	0	8	0	0
8	22	21	1	21	1	1
9	24	23	1	23	1	1
10	17	14	3	14	3	2
11	17	17	0	17	0	0
12	12	11	1	11	1	0
13	36	34	2	34	2	1
14	24	22	2	22	2	1
15	13	13	0	13	0	0
16	18	18	0	18	0	0
17	22	21	1	21	1	1
18	18	17	1	17	1	1
19	15	15	0	15	0	0
20	19	18	1	18	1	2
21	22	21	1	21	1	0
22	13	12	1	12	1	0
23	13	13	0	13	0	0
24	12	11	1	11	1	0
25	14	14	0	14	0	1
26	18	15	3	16	2	2
27	7	7	0	7	0	0
28	21	19	2	20	1	0
29	21	21	0	21	0	0
30	16	16	0	16	0	0
31	27	27	0	27	0	0
		516	**27**	**518**	**25**	**15**
Total	**543**	**543**		**543**		**15**

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


West Point, Georgia Call Count Report
September 2015
35
30
25
20
15
10
5
0
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
Call Total
Emergency
Non-Emergency
Incoming
Outgoing
Abandoned*

Statistical Counts Report

For records with dates between 10/1/2015 and 10/31/2015

WEST POINT PD

Incident Reports Created	ALL	INCIDENTS	MISC.	FAMILY VIOL.
	132	111	13	8
Incident Reports Cleared	ALL	BY ARREST	UNFOUNDED	EXCEPTIONALLY
	87	28	58	1
Property Involved			STOLEN	RECOVERED
			$33,472	$2,244
Incident Type Level			FELONY	MISDEMEANOR
			60	57

Investigative Files Opened	5
Investigative Files Assigned	7
Investigative Files Cleared	2
Drug Related Investigative Files Opened	0
Drug Related Investigative Files Cleared	0
Arrests / Booking Records	0
Citations Issued	110
Warnings Issued	16
Ordinance Violations	1

Court Services	RECEIVED	SERVED
Civil Papers	0	0
Subpoenas	0	0
Warrants	45	47

Accident Reports	ALL	CRASH	PRIV PROP
	39	24	15

Public Works Department Activity Report
October 2015

Preventive maintenance on storm water collection system

Patch with 22 tons

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

Trim limbs on the R-O-W

Cut with boom mower

Service and repair Equip.

Clean up in town area

Clean recycle area on Stateline Road

Cut and pick up trash on R-O-W

Pass out recycle cans

Cut Kia Parkway and Boulevard

Paint street traffic lines

Repair curbing

Replace some street signs

Work behind old day care on M L K Drive

Clean up lot on 10TH Street & Ave.D

October 2015 Utility Department Reports

Gas Department/Utility Protection
October, 2015

Task Desc	Gas Crew & Utility Protection	Department Total
REPORT OF GAS LEAK	1	1
MISCELLANEOUS-GAS	1	1
GRAND TOTAL	**2**	**2**

Power & Lights
October, 2015

Task Desc	Electric Crew	Department Total
REPAIR STREET LIGHT	8	8
REPAIR SECURITY LIGHT	4	4
INSTALL STREET LIGHT	1	1
POWER OUTAGE	3	3
REPAIR SERVICE LINE	1	1
PULL POLE	1	1
INSTALL NEW ELECTRIC SERVICE	1	1
SET NEW/REPLACE POLE	1	1
MISCELLANEOUS-POWER	10	10
GRAND TOTAL	**30**	**30**

SERVICE TRUCK
October, 2015

Task Desc	Field Customer Service	Department Total
CITY HALL WORK ORDER	75	75
TURN ON UTILITIES	1	1
READ-IN / READ-OUT UTILITIES	1	1
GRAND TOTAL	**77**	**77**

Sewer Department
October, 2015

Task Desc	Sewer Crew	Sanitation Crew	Department Total
ODOR REPORT	1	0	1
SEWER BACK UP	1	1	2
GRAND TOTAL	**2**	**1**	**3**

October 2015 Utility Department Reports

Water Distribution
October, 2015

Task Desc	Water Distribution Crew	Department Total
MISCELLANEOUS-WATER	7	7
REPAIR LEAK IN SERVICE LINE	1	1
CHECK WATER PRESSURE	1	1
NEW WATER SERVICE	5	5
INVESTIGATE WATER LEAK	2	2
GRAND TOTAL	**16**	**16**

Water Treatment Plant
October, 2015

36,025,000 Gallons Withdrawn From River (Average 1,162,000 GPD) 65% of Permit Daily Average Limit

Highest Day Withdrawal was on October 22nd. The amount was 1,441,000 Gallons. This is 80% of Permit Daily Average Limit.

35,519,000 Gallons Pumped to System (Average 1,146,000 GPD)

Wastewater Treatment Plant
October, 2015

32,800,000 Gallons Discharged to the River (Average 1,058,064 GPD) 53% of Permit Monthly Daily Average Limit

NEW BUSINESS

INFORMATION

West Point Development Authority

Agenda

November 2, 2015

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

WEST POINT DEVELOPMENT AUTHORITY
October 5, 2015

Members Present: Josh Moon, Griggs Zachry and Wiky Gladden. Also present were Attorney Larry Nix, City Manager Ed Moon and Economic Development Director, Meghan Duke. Lionel Johnson and DeeDee William were absent.

Meeting was called to order by Josh Moon.

The board welcomed Meghan Duke as the new Economic Development Director of the City of West Point.

Motion was made by Wiky Gladden and seconded by Griggs Zachry to approve the minutes of the July 27, 2015 meeting. Vote to approve was unanimous by all members present.

Motion was made by Wiky Gladden and seconded by Griggs Zachry to approve the financial reports for August and September, 2015. Vote to approve was unanimous by all members present

There being no further business, the meeting was adjourned.

_____

J. Griggs Zachry, III
Secretary

9:47 AM

10/28/15

Accrual Basis

West Point Development Authority
Balance Sheet
As of October 31, 2015

	Oct 31, 15
ASSETS	
Current Assets	
Checking/Savings	
CB&T Certificate of Deposit	250,000.00
Farmers & Merchants Bank - MMA	251,510.80
Operating Account	110,396.82
Total Checking/Savings	611,907.62
Accounts Receivable	
Loan Receivable - ITC CP LLC	135,000.00
Total Accounts Receivable	135,000.00
Total Current Assets	746,907.62
TOTAL ASSETS	**746,907.62**
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	516,166.89
Retained Earnings	135,000.00
Net Income	95,740.73
Total Equity	746,907.62
TOTAL LIABILITIES & EQUITY	**746,907.62**

9:46 AM

10/28/15

Accrual Basis

West Point Development Authority
Profit & Loss
October 2015

	Oct 15
Income	
Intergovernmental Incom	30,000.00
Total Income	30,000.00
Expense	
Community Development	121.87
Computer & Website Maintenance	30.00
Contract Labor	1,000.00
Lease Payment Expense	750.00
Legal and Closing	250.00
Office Expense	388.17
Professional Dues & Subscript.	24.90
Total Expense	2,564.94
Net Income	**27,435.06**

9:46 AM

10/28/15

Accrual Basis

West Point Development Authority
Profit & Loss Detail
October 2015

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Income								
Intergovernmental Incom								
Deposit	10/20/2015	dep	Deposit	4th Quarter 2...		Operating Acc...	30,000.00	30,000.00
Total Intergovernmental Incom							30,000.00	30,000.00
Total Income							30,000.00	30,000.00
Expense								
Community Development								
Check	10/1/2015	1997	LaGrange-Troup Ch...	Invoice #336...		Operating Acc...	17.00	17.00
Check	10/5/2015	2005	Yvonne Reed	Reimbursem...		Operating Acc...	104.87	121.87
Total Community Development							121.87	121.87
Computer & Website Maintenance								
Check	10/1/2015	2002	West Point Industries			Operating Acc...	30.00	30.00
Total Computer & Website Maintenance							30.00	30.00
Contract Labor								
Check	10/1/2015	2003	Yvonne Reed			Operating Acc...	1,000.00	1,000.00
Total Contract Labor							1,000.00	1,000.00
Lease Payment Expense								
Check	10/1/2015	1995	Tramell Properties			Operating Acc...	750.00	750.00
Total Lease Payment Expense							750.00	750.00
Legal and Closing								
Check	10/1/2015	2000	Morrow & Nix			Operating Acc...	250.00	250.00
Total Legal and Closing							250.00	250.00
Office Expense								
Check	10/1/2015	1996	Capital City Bank	Safe Deposit ...		Operating Acc...	50.00	50.00
Check	10/1/2015	1998	Integrity Leasing LLC	Invoice #10565		Operating Acc...	144.45	194.45
Check	10/1/2015	1999	Dello Products Inc.			Operating Acc...	70.00	264.45
Check	10/1/2015	2001	WOW!			Operating Acc...	123.72	388.17
Total Office Expense							388.17	388.17
Professional Dues & Subscript.								
Check	10/5/2015	2004	GSCCCA	Acct #220664		Operating Acc...	24.90	24.90
Total Professional Dues & Subscript.							24.90	24.90
Total Expense							2,564.94	2,564.94
Net Income							**27,435.06**	**27,435.06**

9:50 AM

10/28/15

Accrual Basis

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

	Oct 15	Budget	$ Over Budget	% of Budget
Income				
Intergovernmental Incom	30,000.00	30,000.00	0.00	100.0%
Total Income	30,000.00	30,000.00	0.00	100.0%
Expense				
Cell Phone	0.00	58.33	-58.33	0.0%
Community Development	121.87	833.33	-711.46	14.6%
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.	0.00	333.33	-333.33	0.0%
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	388.17	416.67	-28.50	93.2%
Payroll Expenses	0.00	0.00	0.00	0.0%
Postage	0.00	16.67	-16.67	0.0%
Professional Dues & Subscript.	24.90	416.67	-391.77	6.0%
Project Development	0.00	1,250.00	-1,250.00	0.0%
Travel	0.00	416.67	-416.67	0.0%
Total Expense	2,564.94	11,666.68	-9,101.74	22.0%
Net Income	**27,435.06**	**18,333.32**	**9,101.74**	**149.6%**

9:52 AM

10/28/15

Accrual Basis

West Point Development Authority
Profit & Loss Budget vs. Actual
January through October 2015

	Jan - Oct 15	Budget	$ Over Budget	% of Budget
Income				
Bond Incom	100,000.00	100,000.00	0.00	100.0%
Interest Income	491.35			
Intergovernmental Incom	120,000.00	120,000.00	0.00	100.0%
Total Income	220,491.35	220,000.00	491.35	100.2%
Expense				
Cell Phone	0.00	583.30	-583.30	0.0%
Community Development	51,445.55	8,333.30	43,112.25	617.3%
Computer & Website Maintenance	700.00	2,083.30	-1,383.30	33.6%
Contract Labor	10,000.00	49,166.70	-39,166.70	20.3%
Education	0.00	1,666.70	-1,666.70	0.0%
FICA	0.00	2,500.00	-2,500.00	0.0%
Health Insurance	0.00	2,500.00	-2,500.00	0.0%
Insurance	3,820.00	3,750.00	70.00	101.9%
Lease Payment Expense	7,500.00	7,500.00	0.00	100.0%
Legal & Closing-Project Dev.	991.00	3,333.30	-2,342.30	29.7%
Legal and Closing	3,050.00	4,166.70	-1,116.70	73.2%
Marketing	0.00	4,166.70	-4,166.70	0.0%
Miscellaneous Expense	0.00	1,750.00	-1,750.00	0.0%
Office Expense	3,742.77	4,166.70	-423.93	89.8%
Payroll Expenses	0.00	0.00	0.00	0.0%
Postage	0.00	166.70	-166.70	0.0%
Professional Dues & Subscript.	3,501.30	4,166.70	-665.40	84.0%
Project Development	40,000.00	12,500.00	27,500.00	320.0%
Travel	0.00	4,166.70	-4,166.70	0.0%
VOID	0.00			
Total Expense	124,750.62	116,666.80	8,083.82	106.9%
Net Income	**95,740.73**	**103,333.20**	**-7,592.47**	**92.7%**

9:51 AM

10/28/15

Accrual Basis

West Point Development Authority
Profit & Loss Budget vs. Actual
January through December 2015

	Jan - Dec 15	Budget	$ Over Budget	% of Budget
Income				
Bond Incom	100,000.00	100,000.00	0.00	100.0%
Interest Income	491.35			
Intergovernmental Incom	120,000.00	120,000.00	0.00	100.0%
Total Income	220,491.35	220,000.00	491.35	100.2%
Expense				
Cell Phone	0.00	700.00	-700.00	0.0%
Community Development	51,445.55	10,000.00	41,445.55	514.5%
Computer & Website Maintenance	700.00	2,500.00	-1,800.00	28.0%
Contract Labor	10,000.00	59,000.00	-49,000.00	16.9%
Education	0.00	2,000.00	-2,000.00	0.0%
FICA	0.00	3,000.00	-3,000.00	0.0%
Health Insurance	0.00	3,000.00	-3,000.00	0.0%
Insurance	3,820.00	4,500.00	-680.00	84.9%
Lease Payment Expense	7,500.00	9,000.00	-1,500.00	83.3%
Legal & Closing-Project Dev.	991.00	4,000.00	-3,009.00	24.8%
Legal and Closing	3,050.00	5,000.00	-1,950.00	61.0%
Marketing	0.00	5,000.00	-5,000.00	0.0%
Miscellaneous Expense	0.00	2,100.00	-2,100.00	0.0%
Office Expense	3,742.77	5,000.00	-1,257.23	74.9%
Payroll Expenses	0.00	0.00	0.00	0.0%
Postage	0.00	200.01	-200.01	0.0%
Professional Dues & Subscript.	3,501.30	5,000.00	-1,498.70	70.0%
Project Development	40,000.00	15,000.00	25,000.00	266.7%
Travel	0.00	5,000.00	-5,000.00	0.0%
VOID	0.00			
Total Expense	124,750.62	140,000.01	-15,249.39	89.1%
Net Income	**95,740.73**	**79,999.99**	**15,740.74**	**119.7%**

WEST POINT HISTORIC PRESERVATION COMMISSION MEETING MINUTES
September 9, 2015

The meeting was called to order by Chairman Duncan. Attending were Jane Fuller-Blackburn, Debra Robertson, Marshall Sapp and Joe Thompson.

The minutes were read by Commissioner Robertson and were unanimously approved.

Old business will be discussed after COA presentations.

NEW BUSINESS:

1- COA was filed by Mr. Frank Norman of Johnny's Pizza located at 307 West 8th Street. Mr. Norman is requesting that a long, slanted, metal framed awning covered with cloth be approved for placement across the front of the building.

During the discussion it was stated that the awning will be similar to the one at Johnny's Pizza and will include the restaurant's name "Pogo's" on it . Chairman Duncan stated that Mr. Norman will have to get a sign permit to have the logo placed on the awning.

Commissioner Robertson made a motion that the awning be approved as presented, Commissioner Sapp seconded and the motion was passed unanimously.

Chairman Duncan stated that Johnny's Pizza is under repair by the 2100 Foundation. After the collapse of part of the rear wall a structural engineer examined the building and concluded that it is actively moving. Repairs will include steel and concrete footing with new brick that will match the new brick on the sides of the building that replaced the original brick during repairs made in the past. The windows and doors will be replace in the exactly as before.

2- COA presented by Mr. Steve Tramell to replace the windows in the second story at 801 3rd Avenue, the old Craftmaster Building, with vinyl windows.

Mr. Tramell stated that the windows are deteriorated and need replacing. During the discussion it was pointed out that when replacing windows in an historic building that window pane configuration should match the original. Mr. Tramell stated that he will replace the windows with Anderson vinyl windows that will be the same in appearance.

Motion was made by Commissioner Fuller-Blackburn and seconded by Commissioner Sapp and was passed unanimously.

OLD BUSINESS:
City planner, Sara Thompson gave an update on the building located on 2nd Avenue. DAA has approved a grant to repaint the building. The Reality Co will paint the building a dark grey that is on the recommended color palette.

There was discussion about the Lakewood Building which is in a state of deterioration and has been for a number of years. The building has recently been purchased and the new owner is pursuing funding for repairs. HPC has no funds for repair work to buildings. Being on the state line, this building is the gateway to West Point. It was recommended that the city approach the new owner to find out her plans for the building and to let her know the city and HPC would like to work with her.

With no further business to discuss the meeting was adjourned.

Minutes recorded and submitted by
Debra Robertson, Secretary
West Point Preservation Commission

WEST POINT HISTRORIC PRESERVATIOIN COMMISSION MEETING MINUTES
October 7, 2015

The meeting was called to order by Chairman Duncan. Attending were Jane Fuller Blackburn, Debra Robertson, Marshall Sapp and Joe Thompson. Also present were Ed Moon, City Manager, Sarah Thompson, City Planner, Cheryl Magby, Main Street/Better Home Town Manager, and Meghan Duke, Economic Development Coordinator.

The ~~p~~minutes were read by Commissioner Robertson and approved with corrections.

New Business:
COA filed for Refuge Point Church located at 503 West 8th Street, by Rev. Matthew Thrower, to paint the front facade of the building.

Rev. Thrower stated that the front of the building has been refaced with a different and cheaper brick from the rest of the building sometime in the early 1990's. He is requesting to paint the front façade to make it more visually appealing.

During the discussion, Chairman Duncan read section 4.3.7 of the West Point Design Guidelines: "Brick (and other masonry materials) that have never been painted should remain unpainted. He also read the first sentence of the last paragraph of Section 4.3 Exterior Materials on All Facades: "Unpainted masonry should remain unpainted, unless extremely damaged".

After discussion, Commissioner Robertson made a motion to deny the COA on the grounds that approval to paint the brick would be in violation of the design guidelines by which we are governed. Commissioner Fuller Blackburn seconded the motion and the request was denied unanimously.

Old Business:

1- Donated items to the City that are now housed in the Depot

During the discussion Commissioner Robertson stated that since the HPC expertise is mainly historic buildings and not artifacts that it might be appropriate to see if possibly the Chattahoochee Valley Historic Society might be willing to help evaluate and archive the donated items. Commissioner Thompson stated that he was on their board and would mention the request to them at tomorrow's meeting.

2- Mr. Moon has requested HPC's help in designing the new sign for the Depot Events Center. There was discussion of what was to be placed on the sign and the material and font that was to be used. It was decided that we would have a meeting to further discuss the signage immediately following the November HPC meeting.

With no other business to discuss, the meeting was adjourned.

Minutes recorded and submitted by

Debra Robertson, Secretary
West Point Historic Preservation Commission
ion