

AGENDA
WORK SESSION

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TUESDAY, OCTOBER 25TH
WORK SESSION
@ 6:00 PM

MEETING CALLED TO ORDER

AGENDA REVIEWED IN ITS ENTIRETY BEFORE DISCUSSION

PUBLIC COMMENT ON ANY ISSUE (5 MINUTE LIMIT)

PRESENTERS (IF ANY)

NEW BUSINESS

- 2017 Budget Presentation
- Board & Committee Appointments
- Agreement Regarding Hotel/Motel Tax Expenditures
- Budget Public Hearing (WS Nov 10th)
- Proclamation for World Pancreatic Cancer Day (CM)

- Executive Session to discuss Personnel

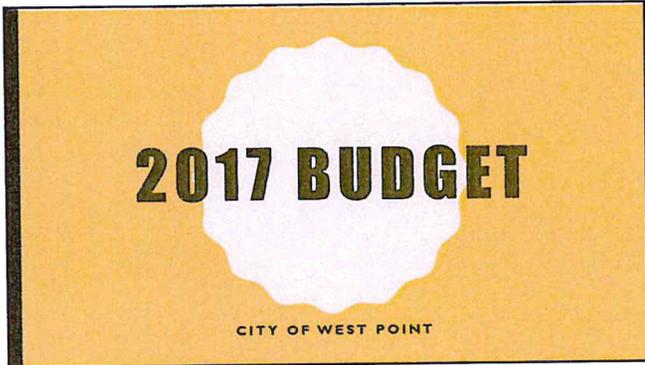
CONSIDER AGENDA ITEMS FOR WORK SESSION # 2

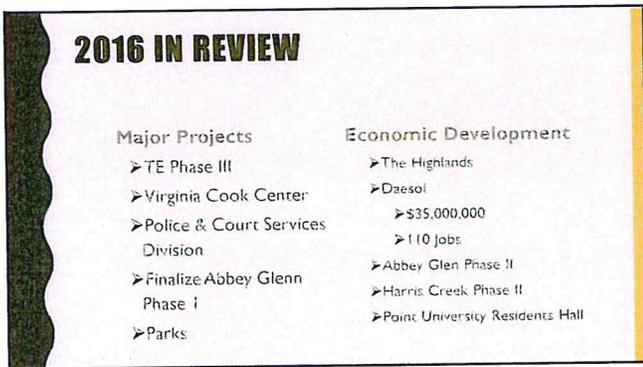
MAYOR & COUNCIL COMMENTS

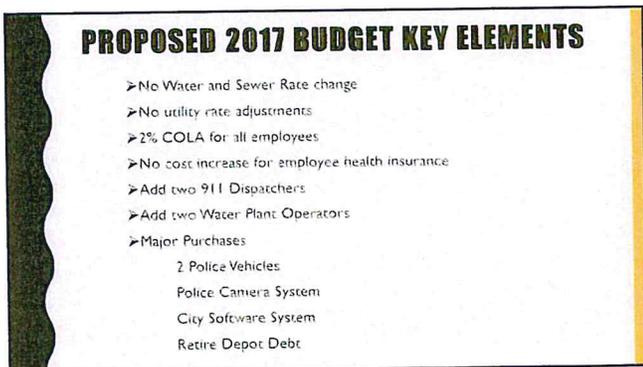
ADJOURNED

Next Meeting:

Work Session Thursday, November 10th @ 8:15 AM

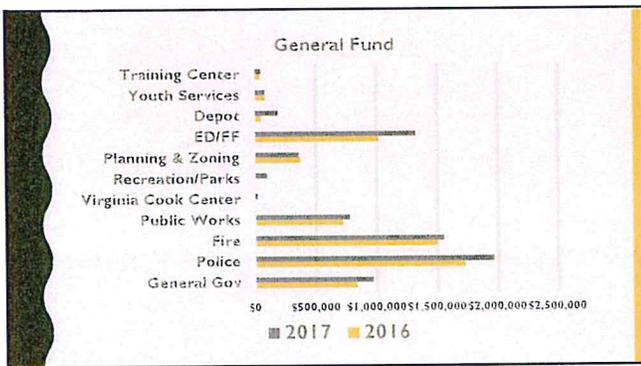




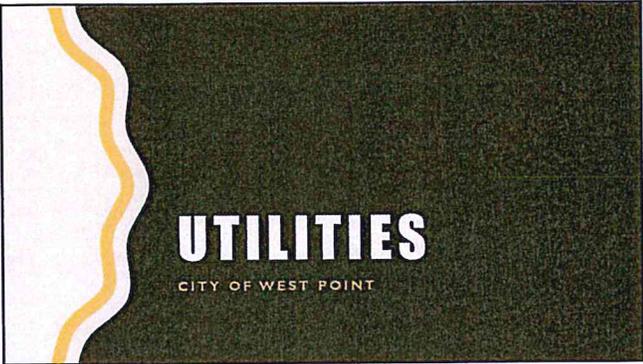


GENERAL FUND

CITY OF WEST POINT



	2017	Increase	
General Gov	\$969,650	\$137,300	New Software 2 Communications
Police	\$1,975,450	\$250,605	Officers, Cameras
Fire	\$1,553,138	\$55,720	
Public Works	\$778,600	\$55,970	Additional Paving
Virginia Cook Center	\$18,000	\$0	New
Recreation/Parks	\$98,000	\$0	New
Planning & Zoning	\$363,840	\$0	
ED/FF	\$1,320,200	\$304,600	
Depot	\$191,000	\$142,876	Loan Payoff
Youth Services	\$82,682	\$0	
Training Center	\$50,800	\$9,300	



UTILITIES

CITY OF WEST POINT

ELECTRIC

- 2017 Budget \$6,430,801
- Power Cost \$4,044,180
- Rebuild in the area of 6th Street and Crestview to Improve Reliability
- Competitive Rate

WATER AND SEWER

Sewer Collection	\$345,330
Sewer Treatment	\$1,756,606
Water	\$1,873,664
Total	\$3,975,600

No Transfer from Water and Sewer
No Rate Increase Recommended

WATER AND SEWER RATE COMPARISON

- UNC/GEFA Dashboard
- Charge for 5000 Gallons Water and Sewer
- Compared to all reporting providers within 100 miles radius of WVP
- Minimum Bill \$25.92 Maximum \$122.11
- Median Bill \$61.27 West Point Bill \$62.23

GAS

- 2017 Budget \$1,526,307
- Cost of Gas \$824,107
- No rate change recommended
- No Funds are Transferred to or from GAS

OTHER FUNDS

CITY OF WEST POINT

FORWARD FUND

- 2017 Year 5
 - From KMMG \$900,000
 - \$100,000 Forward Fund
 - \$680,000 General Fund
 - \$20,000 VVPE
 - \$100,000 VVPA

911

- All Funds Collected for Operation of 911
- Total 2017 Budget \$95,200
- Debt Service \$42,400

SPLOST

- Collections
 - Troup \$700,000
 - Harris \$100,000
 - TSPLOST Harris \$17,800
- Expenditures
 - Projects \$300,000
 - Debt Service \$450,000

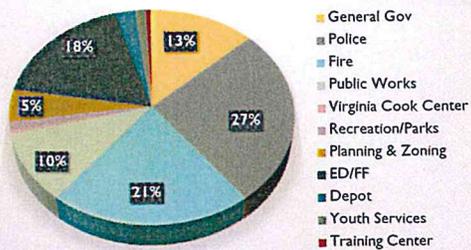
SANITATION

- Revenue \$344,000
- Cost of operation \$373,000
- Transfer \$29,000

OVERVIEW

CITY OF WEST POINT

2017 General Fund \$7,391,060

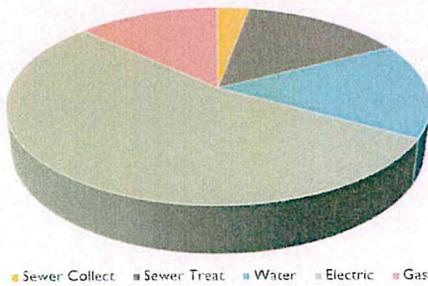


GENERAL FUND DEBT SERVICE 2017

- 2 – Police Vehicles \$25,000 2017
- Ladder Truck \$77,424 2023
- Fire Station \$101,839 2052

- 2017 Debt Service is 2.8% of Total Budget

2017 Utilities \$11,966,908



UTILITIES DEBT SERVICE

- Water and Sewer Bonds \$1,856,920 2042
- 2017 Debt Service is 46.7% of Budget

- Gas \$248,000 2029
- 2017 Debt Service is 16% of Budget

CONCLUSION

- The City's Financial Position is Strong with a 2017 Operating Budget of \$19.4 million
- City Council Continues to Lower the Millage Rate while increasing the level of services
- General Fund debt is low
- Utility rates are stable and competitive
- The budget is available to the public on the city web site or a hard copy is available at city hall. There will be two budget public hearings

OPEN AND TRANSPARENT PROCESS

The City of West Point Administration is committed to creating an exceptional level of openness in Government. We will work to ensure the public trust and establish a system of transparency, public participation, and collaboration. Openness will strengthen our City and promote efficiency and effectiveness in Government. Transparency promotes accountability and provides information for citizens about what their Government is doing. The City of West Point Administration will take appropriate action, consistent with law and policy, to disclose information rapidly in forms that the public can readily find and use. The City Administration will when possible use new and existing technologies to put information about City operations and decisions online and readily available to the public.

Volunteers Needed to Serve on City Boards, Authorities or Commissions

Overview

Boards Authorities and Commissions are an established feature of municipal government which offers citizens an extraordinary opportunity to participate in a city's government affairs. Their activities have helped to shape or influence public policy in many areas. The City of West Point has boards, authorities and commissions that endeavor to reflect the varied interests of West Point citizenry. Several of the City's boards and commissions are required and established by state law, while others result from provisions of the City Charter or form local ordinances. They address such subjects as planning, zoning, development and parks and recreation. Although many boards, authorities and commissions are advisory, their influence and value can be significant. They make recommendations on a wide range of topics that come before the City Council. Several boards and commissions are quasi-judicial, which means the Council has delegated some portion of its legislative authority to a citizen board.

How to apply

Applications are available on the city website and at City Hall. The application contains a list of the various boards and details the application process.

2016 Board Appointments

February Agenda:

- (1) Troup County Election Board
 - Vacant 12/31/2015

March Agenda:

- (3) Board of Adjustments
 - Phillip McClellan (Incumbent) 3/5/2016
 - Vacant Seat
 - Vacant Seat
- (1) Hawkes Library
 - Elizabeth Lester (Incumbent) 3/1/2016
- (1) Municipal Planning Board
 - Joel Finlay (Incumbent) 3/15/2016

June Agenda:

- (2) Keep Troup Beautiful
 - Thomas Scott (Incumbent) 6/30/2016
 - Vacant

October Agenda:

- (1) West Point Historic Commission
 - Larry Duncan (Incumbent) 10/1/2016
 - Joe Thompson (Incumbent) 10/1/2016

December Agenda:

- (1) Troup County Parks & Recreation
 - Kris Cagle (Incumbent) 12/31/2016
- (2) West Point Development Authority
 - Wiki Gladden (Incumbent) 12/31/2016

All applicants received, including those from incumbents, will be reviewed and considered for an interview.

**AGREEMENT REGARDING HOTEL/MOTEL
TAX EXPENDITURES**

THIS AGREEMENT made and entered into this 1st day of November, 2016, by and between the **CITY OF WEST POINT, GEORGIA**, a municipal corporation of Troup County, Georgia (hereafter "City"), and **LAGRANGE-TROUP COUNTY CHAMBER OF COMMERCE, INC.** (hereafter "Chamber").

WITNESSETH:

WHEREAS, O.C.G.A. § 48-13-51 authorizes a municipality to levy and collect an excise tax upon the furnishing for value to the public of rooms, lodgings or accommodations (hereafter sometimes hotel/motel tax);

WHEREAS, a portion of the hotel/motel tax is to be expended for the promotion of tourism, conventions and trade shows within the City, and Georgia law allows City to contract with Chamber for the expenditure of said funds;

WHEREAS, while the City currently assesses such excise tax at 8%;

WHEREAS, Chamber and City desire to enter a contract as contemplated by O.C.G.A. § 48-13-51(3) for the expenditure of a portion of the excise tax collected;

NOW, THEREFORE, in consideration of the following mutual promises, covenants and conditions, Chamber and City agree as follows:

1. **Term.** The initial term of this contract shall be for an eight (8) month period beginning November 1, 2016, and ending June 30, 2017. Thereafter, this contract shall be automatically renewed for subsequent one (1) year terms upon the mutual agreement of each of the parties hereto. Payment of funds by City to Chamber and acceptance of such funds by Chamber from City during any subsequent fiscal year of City shall signify the agreement of both parties to renew this contract for that particular fiscal year.

2. **Budget Plan Required.** Pursuant to O.C.G.A. § 48-13-51(e)(2), Chamber shall provide to City a plan for expenditures to be made for the upcoming fiscal year for the promotion of tourism, conventions and trade shows within the City of West Point. Upon approval of said expenditure plan by City, such budget plan shall be made a part of the City of West Point budget

plan. Chamber shall provide such plan for expenditures upon a schedule reasonably required by City to meet its budget schedule.

3. Funding; Reporting.

(a) City shall pay to Chamber, from time to time, on a monthly basis, those portions of the hotel/motel tax which are, pursuant to O.C.G.A. § 48-13-51, to be expended for the promotion of tourism, conventions and trade shows by Chamber on behalf of City. The portion of the hotel/motel tax to be paid to Chamber is dependent upon whether City has determined to fund tourism product development as defined in O.C.G.A. § 48-13-50.2. Unless and until City has identified and selected such project(s), the amount remitted to Chamber by City will constitute 62.50% of the total hotel/motel taxes collected. In the event City determines to fund tourism product development as referenced herein, City shall notify Chamber in January of the then-current term of its intent to so modify payments hereunder at the beginning of the following term. Notwithstanding any other provision contained herein, City shall remit to Chamber 100% of the total hotel/motel taxes collected, until such time as payments from City to Chamber shall total \$10,000.00. Thereafter, City shall make such payments as are required in the remainder of this Section 3(a).

(b) Chamber agrees to provide to City, on a monthly basis throughout the term of this Agreement, a detailed report showing how the monies remitted to the Chamber by City have been utilized.

(c) On an annual basis, Chamber shall provide to the City a written report on the status of the promotion activities and projects undertaken by the Chamber during the preceding twelve (12) month period.

(d) Chamber shall maintain records sufficient to demonstrate expenditures of hotel/motel tax receipts meet the requirements of O.C.G.A. § 48-13-51.

(e) Chamber shall not comingle funds received from City pursuant to this agreement with any other funds of Chamber except those hotel/motel tax funds received from Troup County and the City of LaGrange.

4. Oversight. Chamber agrees to establish a nine-member Tourism Advisory Committee, to consist of the following persons: one (1) person appointed by City, who shall be

appointed for a three (3) year term and removable by City, with or without cause; two (2) persons appointed by the City of LaGrange; one (1) person appointed by Troup County Board of Commissioners; one (1) person appointed by the City of Hogansville; the Chairperson of Chamber, or his/her designee; the Vice-Chair of Tourism of Chamber; one (1) representative of a lodging facility; and one (1) representative of a tourist attraction. The President of Chamber and Chamber Tourism Director may serve as ex-officio, non-voting members of the committee. While the Board of Directors of Chamber approves all plans and expenditures for those funds paid to the Chamber pursuant to this agreement, the Tourism Advisory Committee will review all such plans and expenditures and have the primary responsibility for making recommendations to the Chamber Board and for planning such expenditures. Nothing contained herein shall prevent Chamber from establishing other committees, including tourism committees, but during the term of this agreement, the Tourism Advisory Committee will have those members and responsibilities set forth herein.

5. **Future Effect.** Nothing contained herein shall be construed to require City to continue levying the excise tax referred to herein at a rate of eight percent (8%). In the event that the rate of taxation should change or in the event that other purposes for which the expenditures of these funds could be lawfully made should exist within the City of West Point, then, and in such event, this contract may be amended by the City as may be reasonably required to comply with the provisions of O.C.G.A. § 48-13-51, et seq., or any other laws at the time in effect with respect to the subject matter of this agreement.

6. **Assignment.** Neither City nor Chamber shall assign any of its rights, duties, and/or responsibilities under this Contract without prior approval of the other party.

7. **Entire Agreement.** This Contract represents the sole and complete understanding of the terms of the agreement between the parties hereto and may be amended, changed, or modified only by a written document signed by the parties hereto.

Executed the day and year first above-written.

[SIGNATURES ON FOLLOWING PAGE]

CITY OF WEST POINT, GEORGIA (SEAL)

BY: _____
Mayor

ATTEST: _____
Clerk

**LAGRANGE-TROUP COUNTY CHAMBER
OF COMMERCE (SEAL)**

BY: _____
President

ATTEST: _____
Secretary