



September Monthly Reports
October 2016

AGENDA
WORK SESSION

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THURSDAY, OCTOBER 6TH
WORK SESSION
@ 8:15 AM

PUBLIC HEARING:

- Rezoning 208 Sunset Drive
- Rezoning 1301 3rd Avenue

MEETING CALLED TO ORDER

AGENDA REVIEWED IN ITS ENTIRELY BEFORE DISCUSSION

PUBLIC COMMENT ON AGENDA ITEMS (FORM REQUIRED)

NEW BUSINESS

- Rezone 208 Sunset Drive parcel # 094-4C-006-013
- Rezone 1301 3rd Avenue from R-1 to R-2 Residential
- Board and Committee Appointments
- Municipal Court Term

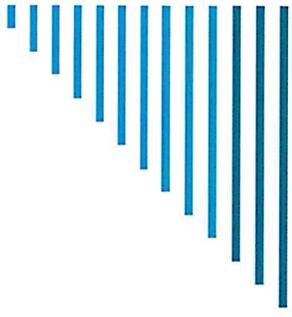
CONSIDER ITEMS FOR BUSINESS MEETING (Create Business Meeting Agenda)

MAYOR & COUNCIL COMMENTS

ADJOURNED

[Next Meeting:](#)

[Council Meeting - Monday, October 10th @ 6:00 PM](#)



MINUTES





The regular meeting of the Mayor and Council was held in the Council room of West Point City Hall September 12, 2016 at 6:00 P.M. with Mayor Pro Tem Steven M. Tramell presiding.

Members Present:

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

Members Absent:

Mayor Pro Tem Tramell called Gerald W. Ledbetter for opening prayer.

Devin Cushing, Boy Scout Troop # 9003 led the Pledge of allegiance.

Mayor Pro Tem Tramell called the meeting of the Mayor and City Council to order and welcomed everyone.

MINUTES

Mayor Pro Tem Tramell asked for a motion to approve the minutes from the August 8, 2016 regular meeting. Councilmember Gloria Marshall made said motion and was seconded by Councilmember Sandra Thornton; the minutes were **approved unanimously without change**.

FINANCIAL REPORT

Councilmember Gerald Ledbetter presented the July financial report with the August cash position and forecast and made a motion to accept the report; motion seconded by Councilmember Joseph R. Downs III and **passed unanimously**.

AGENDA

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

SURPLUS PROPERTY

Council Member Sandra Thornton made a motion to declare certain property surplus. Includes 2003 Dodge 1500 pickup, 11 assorted monitors, 7 assorted televisions, 2 video monitors, 7 VCR's, 1 multiplexer for video recordings, 10 assorted printers, 6 assorted computer keyboards, 2 microwaves. The property will be auctioned on govdeals.com or destroyed. The motion was seconded by Councilmember Gloria Marshal; **passed unanimously.**

AMEND AND RESTATE GAS SUPPLY CONTRACT

Council Member Joseph R. Downs III made a motion to approve the amended and restated gas supply contract. The Municipal Gas Authority of Georgia has requested all 77 members to pass a resolution to amend the Gas Supply Contract that will make each members ability to bring legal grievances against the authority/themselves more difficult. The City finds that it is in its best interest to contract with the Gas Authority and to amend the contract with the Gas Authority for the purchase of its gas supply. The motion was seconded by Councilmember Gerald Ledbetter; **the motion passed 5-1 vote, Councilmember Benjamin Wilcox voted No.**

OTHER

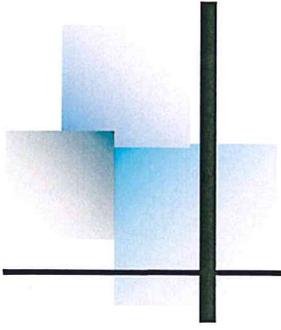
Mr. Ed moon stated Georgia EPD Declares Level 1 Drought Response, Encourages Water Conservation. Persistent dry conditions have prompted the Georgia Environmental Protection Division (EPD) to declare a Level 1 Drought Response in 53 counties including West Point. A Level 1 Drought Response declaration means local water utilities in the affected counties will be required to begin a public information campaign to help citizens better understand drought, its impact on water supplies and the need for water conservation. "Water utilities have already taken action to ensure that water supplies are generally good and practicing effective water conservation will help provide sufficient supplies through the coming months if dry conditions persist," said EPD Director Dunn. The public information campaign under a Level 1 Drought Response requires both groundwater and surface water utilities to circulate drought and water conservation information in one or more of the following: newspaper advertisements, water bill inserts, website homepages, social media and notices posted in public libraries. In addition, the outdoor water use schedule required under the Water Stewardship Act of 2010 remains in place statewide. This schedule allows outdoor water use year-round between 4 p.m. and 10 a.m. There are several exceptions, such as new plantings, listed at <http://epd.georgia.gov/water-conservation>.

ADJOURN

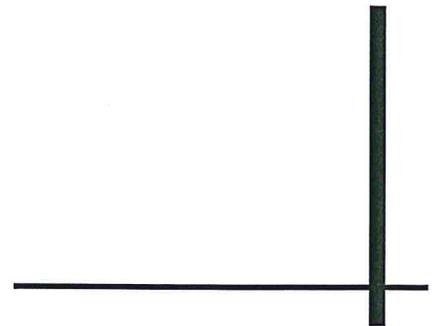
There being no further business, the meeting was adjourned.

Richard McCoy
City Clerk

Steven M. Trammell
Mayor Pro Tem



FINANCIAL REPORT



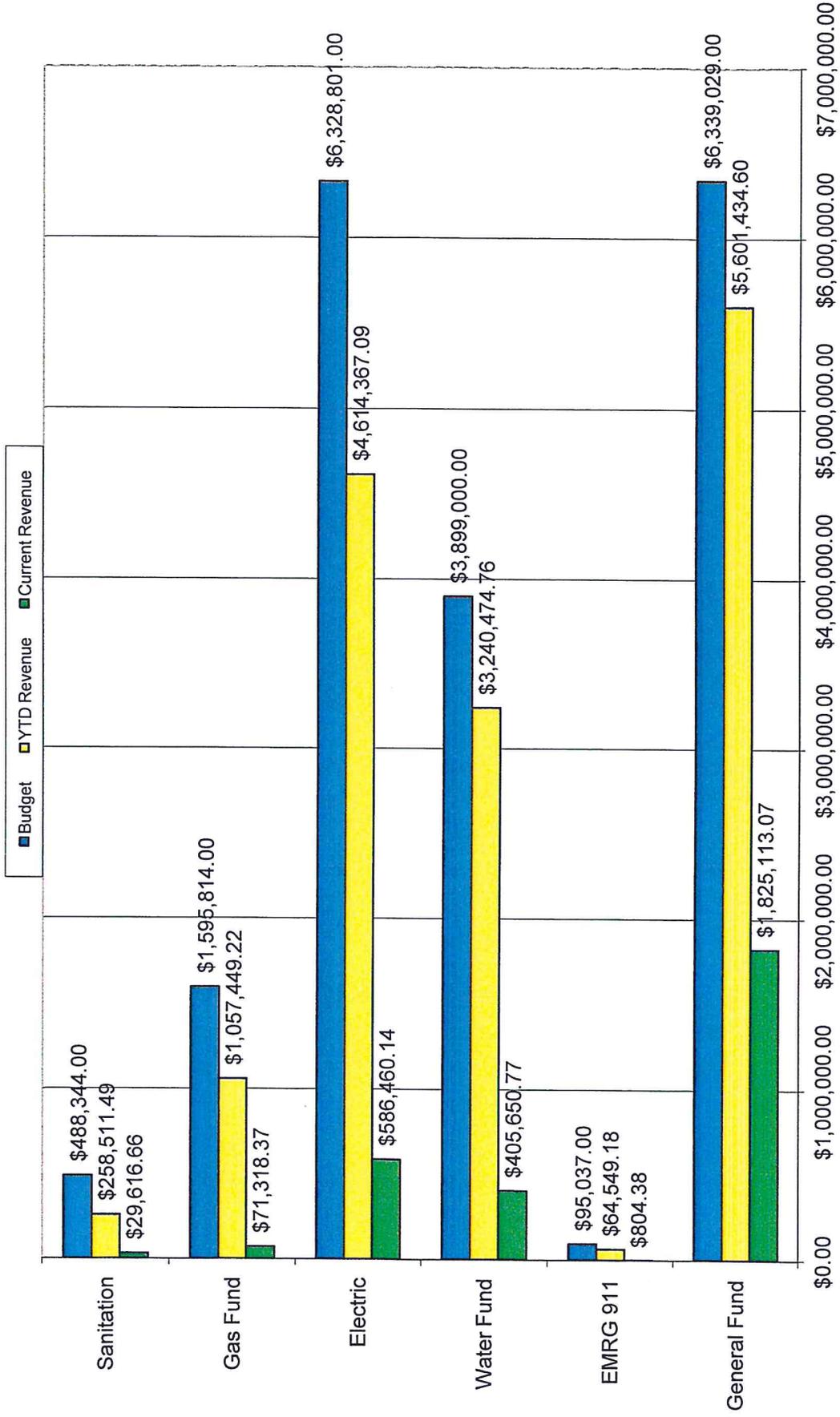


City of West Point Financial Report September, 2016

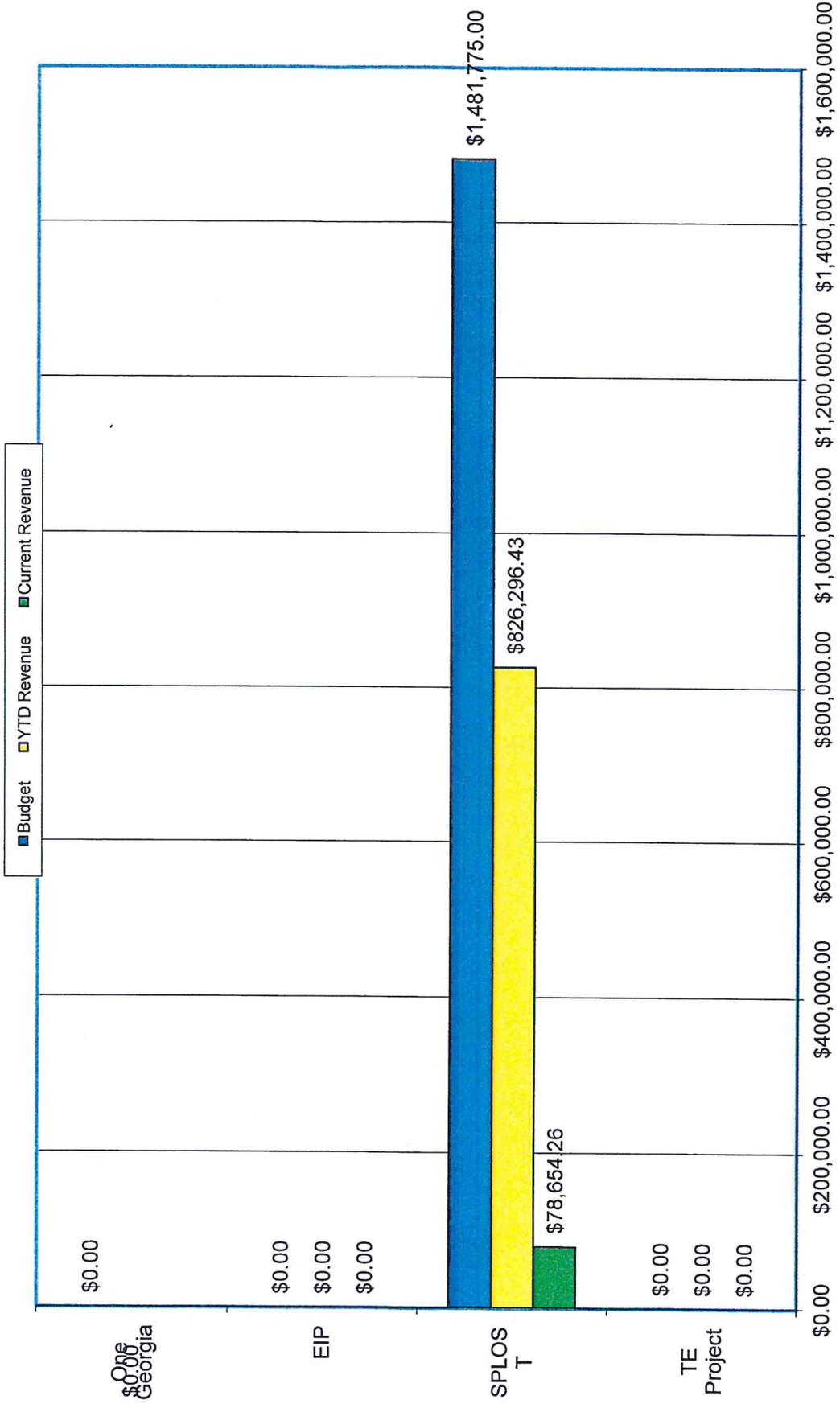
REVENUES

Current Revenue	General Fund	EMRG 911	Water Fund
YTD Revenue	\$1,825,113.07	\$804.38	\$405,650.77
Budget	\$5,601,434.60	\$64,549.18	\$3,240,474.76
Percentage Budget	\$6,339,029.00	\$95,037.00	\$3,899,000.00
	88.36%	67.92%	83.11%
Current Revenue	Electric Fund	Gas Fund	Sanitation
YTD Revenue	\$586,460.14	\$71,318.37	\$29,616.66
Budget	\$4,614,367.09	\$1,057,449.22	\$258,511.49
Percentage Budget	\$6,328,801.00	\$1,595,814.00	\$488,344.00
	72.91%	66.26%	52.94%
Current Revenue	One Georgia	EIP	SPLOST
YTD Revenue	\$0.00	\$0.00	\$78,654.26
Budget	\$0.00	\$0.00	\$826,296.43
Percentage Budget	\$0.00	\$0.00	\$1,481,775.00
	#DIV/0!	#DIV/0!	55.76%
Total All Departments	Total All Departments	Total YTD Revenue	Total YTD Revenue
Current Revenues	\$2,997,617.65	\$15,663,082.77	\$15,663,082.77
Current Expense	\$1,673,859.59	Total YTD Expenses	\$14,264,218.33
over/under	\$1,323,758.06	over/under	\$1,398,864.44
		YTD Revenue	
		Budget	\$15,663,082.77
		Percentage	\$20,227,800.00
			77.43%

Budget Revenue Comparison September, 2016



Budget Revenue Comparison September, 2016



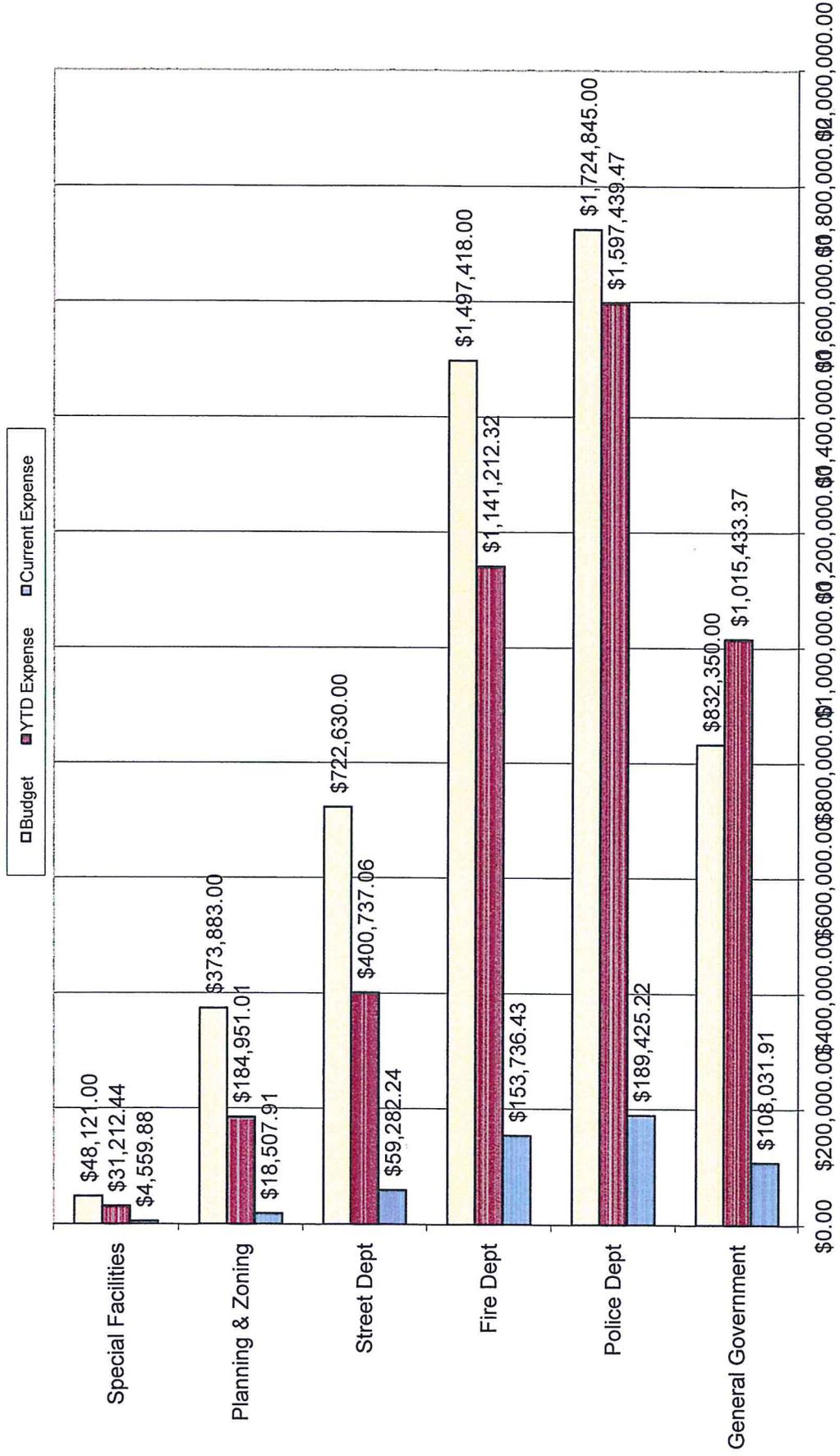


City of West Point Financial Report September, 2016

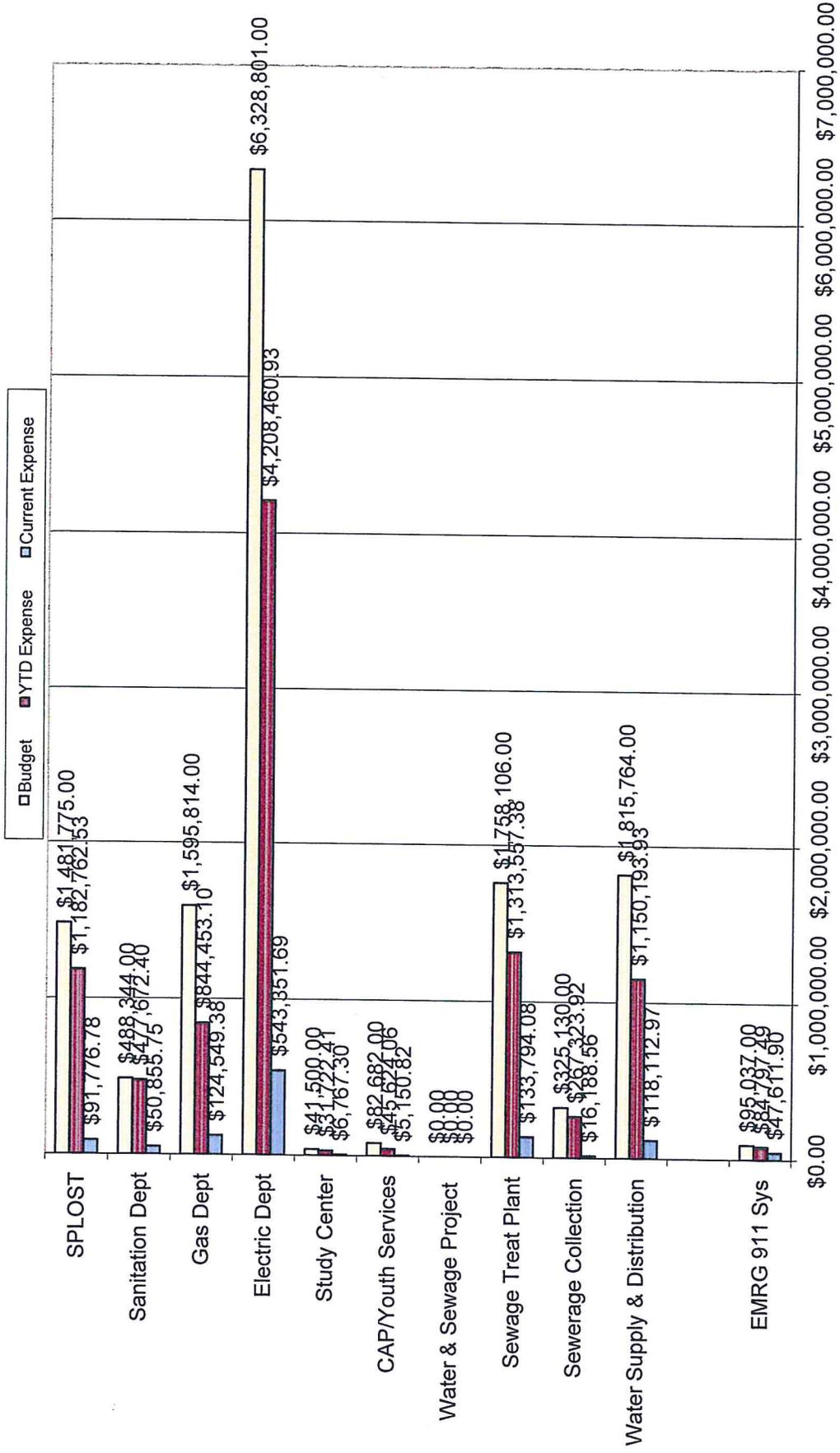
EXPENSES

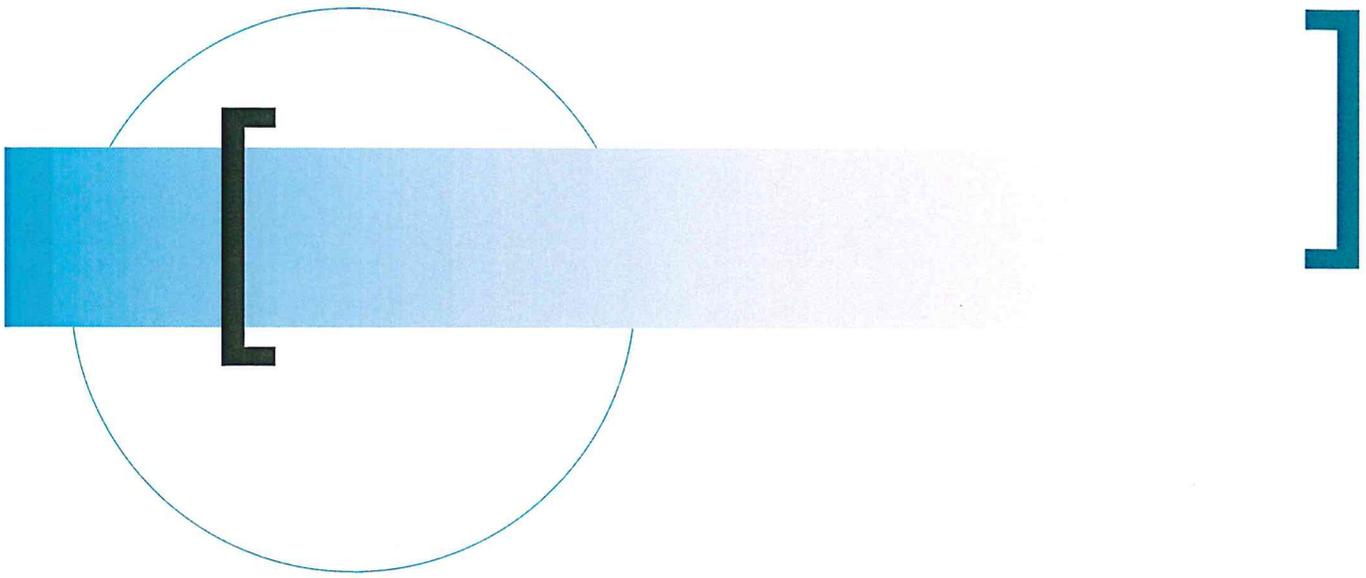
General Government	Police Dept	Fire Dept	Street Dept
Current Expense \$108,031.91	\$189,425.22	\$153,736.43	\$59,282.24
YTD Expense \$1,015,433.37	\$1,597,439.47	\$1,141,212.32	\$400,737.06
Budget \$832,350.00	\$1,724,845.00	\$1,497,418.00	\$722,630.00
Percentage Budget 122.00%	92.61%	76.21%	55.46%
Planning & Zoning	Special Facilities	EMRG 911 SYS	Water Dept
Current Expense \$18,507.91	\$4,559.88	\$47,611.90	\$118,112.97
YTD Expense \$184,951.01	\$31,212.44	\$84,797.49	\$1,150,193.93
Budget \$373,883.00	\$48,121.00	\$95,037.00	\$1,815,764.00
Percentage Budget 49.47%	64.86%	89.23%	63.34%
Sewer/ Water	Electric Dept	Gas Dept	Sanitation Def
Current Expense \$149,982.64	\$543,351.69	\$124,549.38	\$50,855.75
YTD Expense \$1,580,881.30	\$4,208,460.93	\$844,453.10	\$477,672.40
Budget \$2,083,236.00	\$6,328,801.00	\$1,595,814.00	\$488,344.00
Percentage Budget 75.89%	66.50%	52.92%	97.81%
SPLOST	Study Center	CAP/Youth Services	Economic Dev
Current Expense \$91,776.78	\$6,767.30	\$5,150.82	\$2,156.77
YTD Expense \$1,182,762.53	\$31,722.41	\$45,624.06	\$286,664.51
Budget \$1,481,775.00	\$41,500.00	\$82,682.00	\$1,015,600.00
Percentage Budget 79.82%	76.44%	55.18%	28.23%
All Funds	Total All Departments	Total YTD Expenses	Total YTD Expenses
\$2,997,617.65	\$15,663,082.77	\$14,264,218.33	\$14,264,218.33
Current Revenues	Total YTD Revenue	over/lunder	Budget
Current Expense	\$1,673,859.59	\$1,398,864.44	\$20,227,800.00
over/lunder	\$1,323,758.06		Percentage
			70.52%

Budget Expense Comparison September, 2016



Budget Expense Comparison September, 2016





DEPARTMENT REPORTS

Fire Department

Planning Department

Police Department

Public Works

Utility Department

September 2016

Fires-NFIRS Series 100	1
NFIRS Series 200-Overpressure, rupture, explosion, overhear (no fire)	0
NFIRS Series 300-Rescue and EMS Incidents	9
NFIRS Series 400-Haradous Condition (no fire)	2
NFIRS Series 500-Service Call	0
NFIRS Series 600-Good Intent Call	3
NFIRS Series 700-False Alarm and False Calls	3
NFIRS Series 800	0
Severe Weather and Natural Disaster	
NFIRS Series 900 -Special Incident Type	0
Mutual aid fire responses TC	0
Mutual aid fire responses HC	0
Mutual aid fire responded Lanett	0
Automatic aid fire responses TC	1
Automatic aid fire responses HC	0
Automatic aid fire responses Lanett	0
TOTAL FIRE BY WPDF AND PARTNERS	18
EMS Patient Disposition	
EAMC-Lanier	22
EAMC-Opelika	0
WGMC	28
No Transport	8
Landing Zone	0
Midtown Medical Center	1
TOTAL EMS INCIDENTS BY WPDF	58
Mutual aid EMS provided to TC	0
Mutual aid EMS provided to HC	0
Mutual aid EMS provided to LFD	4
Mutual aid EMS from TC	0
Mutual aid EMS from HC	0
Mutaul aid EMS from Lanett	6
TOTAL EMS by WPDF and PARTNERS	64

Community Development Department
September 1 – 30, 2016

Permits Issued – 10
Elec. Water, Gas 4
Building 6

Inspections - 16
Industrial 2
New Commercial 0
Remodel Comm. 2
New Residential 2
Remodel Res. 10

Certificate of Occupancy- 4

Soil and Erosion - 7
NOI / NOT 2
Plan Submittal 3
BMP Infractions 2
Citations 0

Plan Reviews- 6
Commercial 4
Residential 0
Other 2

Hearings - 0
No Shows 0

Public Notices- 0

Structures Demolished- 0

Statistical Counts Report

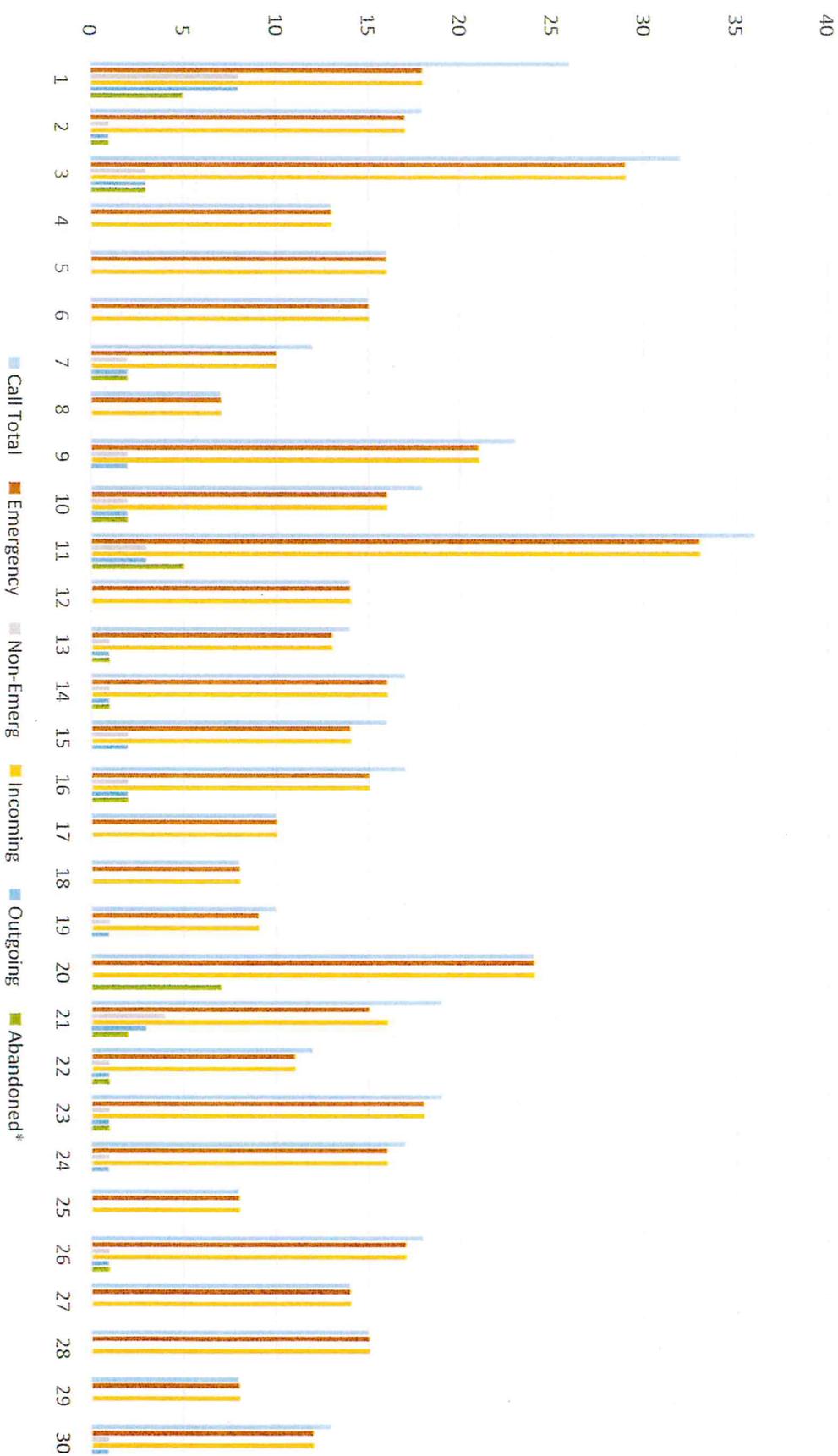
For records with dates between 9/1/2016 and 9/30/2016

WEST POINT PD

PAGE 1 OF 1

Incident Reports Created	<u>ALL</u> 88	<u>INCIDENTS</u> 72	<u>MISC.</u> 13	<u>FAMILY VIOL.</u> 3
Incident Reports Cleared	<u>ALL</u> 68	<u>BY ARREST</u> 17	<u>UNFOUNDED</u> 50	<u>EXCEPTIONALLY</u> 1
Property Involved			<u>STOLEN</u> \$143,464	<u>RECOVERED</u> \$9,885
Incident Type Level			<u>FELONY</u> 28	<u>MISDEMEANOR</u> 46
Investigative Files Opened				0
Investigative Files Assigned				0
Investigative Files Cleared				0
Drug Related Investigative Files Opened				0
Drug Related Investigative Files Cleared				0
Arrests / Booking Records				0
Citations Issued				89
Warnings Issued				53
Ordinance Violations				0
<u>Court Services</u>			<u>RECEIVED</u>	<u>SERVED</u>
Civil Papers			0	0
Subpoenas			0	0
Warrants			22	18
Accident Reports		<u>ALL</u> 42	<u>CRASH</u> 30	<u>PRIV PROP</u> 12

West Point Call Count Report September 2016



City of West Point, Georgia
9-1-1 Call Volume by Day - September 2016

	Daily Call Total	Call Category		Call Origin		Abandoned*
		Emergency	Non-Emerg	Incoming	Outgoing	
1	26	18	8	18	8	5
2	18	17	1	17	1	1
3	32	29	3	29	3	3
4	13	13	0	13	0	0
5	16	16	0	16	0	0
6	15	15	0	15	0	0
7	12	10	2	10	2	2
8	7	7	0	7	0	0
9	23	21	2	21	2	0
10	18	16	2	16	2	2
11	36	33	3	33	3	5
12	14	14	0	14	0	0
13	14	13	1	13	1	1
14	17	16	1	16	1	1
15	16	14	2	14	2	0
16	17	15	2	15	2	2
17	10	10	0	10	0	0
18	8	8	0	8	0	0
19	10	9	1	9	1	0
20	24	24	0	24	0	7
21	19	15	4	16	3	2
22	12	11	1	11	1	1
23	19	18	1	18	1	1
24	17	16	1	16	1	0
25	8	8	0	8	0	0
26	18	17	1	17	1	1
27	14	14	0	14	0	0
28	15	15	0	15	0	0
29	8	8	0	8	0	0
30	13	12	1	12	1	0
		452	37	453	36	34
Total	489	489		489		34

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

Public Works Department Activity Report

September 2016

Preventive maintenance on storm water collection system

Patch with 25 Tons

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

Trim limbs on the R-O-W and fill holes and clean edge of street

Cut and trim to clear sidewalks

Service and repair Equip.

Repair and replace street signs

Building maintenance

Clean up in town area and pressure wash

Spray weeds and grass in cracks

Cut and pick up trash on R-O-W

Haul trash

Cut grass on KIA Parkway & BLVD

Repair Sink Hole West 9th Street

Haul dirt for street scape Project

Prepair Streets for paving Projects

September 2016 Utility Department Reports

Gas Department/Utility Protection

For the month of September, 2016

Task Desc	Gas Crew & Utility Protection	Department Total
LOCATE UNDERGROUND UTILITIES	38	38
RESTAKE UG LOCATES	10	10
INSTALL, RENEW, RELOCATE, REINSTATE, ABANDON SERVICE	1	1
GRAND TOTAL	49	49

Power & Lights

For the month of September, 2016

Task Desc	Electric Crew	Department Total
REPAIR STREET LIGHT	4	4
REPAIR SECURITY LIGHT	3	3
REPAIR TRAFFIC LIGHT	1	1
POWER OUTAGE	4	4
REPAIR SERVICE LINE	1	1
REPAIR TRAFFIC LIGHT (CITY)	1	1
MISCELLANEOUS-POWER	11	11
GRAND TOTAL	25	25

SERVICE TRUCK

For the month of September, 2016

Task Desc	Field Customer Service 1	Field Customer Service 2	Department Total
TURN ON UTILITIES	0	11	11
TURN OFF UTILITIES	0	10	10
READ-IN / READ-OUT UTILITIES	1	19	20
GRAND TOTAL	1	40	41

September 2016 Utility Department Reports

Sewer Department

For the month of September, 2016

Task Desc	Sewer Crew	Department Total
ODOR REPORT	2	2
INSTALL, RENEW, RELOCATE, REINSTATE, ABANDON SERVICE	1	1
SEWER BACK UP	2	2
SEWER MISCELLANEOUS	1	1
GRAND TOTAL	6	6

Water Treatment Plant

September 2016

48,253,000 Gallons Withdrawn From River (Average 1,557,000 GPD)

This is 243,000 GPD Under the City's Current Average Daily Permit.

Highest Day Withdrawal was on September 2nd. The amount was 2,021,000 Gallons.

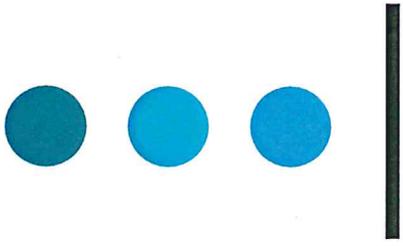
This is 79,000 Gallons Under the City's Permitted Maximum Daily Withdrawal.

50,576,000 Gallons Pumped to System (Average 1,631,000 GPD)

Wastewater Treatment Plant

September 2016

Not Available at Time of Report



NEW BUSINESS

AN ORDINANCE

AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE CITY OF WEST POINT TO AMEND THE CODE OF THE CITY; TO AMEND THE ZONING MAP AND ORDINANCES OF THE CITY SO AS TO RECLASSIFY THE USE ZONE OF REAL ESTATE LOCATED AT 208 SUNSET DRIVE AND OWNED BY JARVIS D. WIMBUSH; TO REPEAL CONFLICTING ORDINANCES; TO FIX AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

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

SECTION 1:

That the zoning map and ordinances of the City of West Point be amended so as to reclassify as R-1A (residential district) the following described real estate, to wit:

All that tract or parcel of land lying and being in the City of West Point, containing 0.66 acre, more or less, designated at 208 Sunset Drive according to the street numbering system of West Point, Georgia, and also known as Troup County Tax Map Parcel Number 094-4C-006-013.

SECTION 2:

All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION 3:

This ordinance shall become effective immediately upon its adoption by the City Council.

READ AND ADOPTED _____

Steve Tramell, Mayor Pro-Tem/Councilmember

Joseph R. Downs, III, Councilmember

Gerald W. Ledbetter, Councilmember

Gloria R. Marshall, Councilmember

Sandra Thornton, Councilmember

Benjamin F. Wilcox, Councilmember

ATTEST:

City Clerk



CITY OF WEST POINT, GEORGIA

Planning & Zoning Department

730 1ST Avenue

West Point, Georgia 31833

Office (706) 645-3534

Fax (706) 643-8150

APPLICATION TO AMEND ZONING MAP

Note to Applicant: Please be sure to complete all entries on the application form. If you are uncertain to the applicability of an item, contact The Planning & Zoning Department at 706-645-3534. Incomplete applications or applications submitted after the deadline *will not be accepted.*

Name of Applicant Carter R. Brown

Mailing Address 1101 3rd Avenue, West Point, GA 31833

Telephone 706-773-1972

Property Owner (Use back if multiple names) James H. Hope

Mailing Address 1804 Arrowhead Ave., Opelika, AL 36801

Telephone 334-745-7065

Address/Location of Property 5.27 +/- Acres along 3rd Ave

Map # 0943B010007 Block # _____ Parcel # _____ Land Lot 57

District/Section 16th Size of Property (Square Feet or Acres) 5.27+/- Acres

Present Zoning Classification: R-1 Proposed Zoning Classification R-2

Present Land Use: VACANT LAND (UNDEVELOPED)

To the best of your ability, please answer the following questions regarding the application:

Explain how conditions have changed that renders the zoning map designation invalid and no longer applicable Current zoning prohibits multi-family development, which current market conditions are demanding

If the proposed zoning map change is an extension of an existing adjacent zoning district, provide an explanation why the proposed extension should be made _____

If the requested change is not designed to extend an adjacent zoning district, explain why this property should be placed in a different zoning district than all adjoining property. In other words, how does this property differ from adjoining property and why should it be subject to different restrictions? This is simply a request to move from an R-1 to R-2 designation allowing for multi-family housing in addition to single family.

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.

Statement of Interest to Serve on a City Board, Authority or Commission



Contact Information

Name LARRY B. DUNCAN
Address 802 1ST Ave
City State Zip West Point GA 31833
Primary Phone 706-645-8000
Secondary Phone 706-773-0478
E-Mail Address lb.duncan@knology.net
Are you a City of West Point Resident Yes No
Company or Agency Raymond James
Current Job Title Branch mgr

Availability – Board or Commission of Interest

First Choice: Historic Preservation Commission
Second Choice: _____

Interest

Background and Qualifications:

I have served 3 terms as Chairman

Experience and/or Profession:

9yrs Service on Commission
and attended 7 training sessions

Reason for Wanting to Serve:

Desire to Make West Point the
Best!

You may submit a letter of interest along with references and/or resume in addition to or in lieu of the Interest section.

City Policy

It is our policy to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability. The Statement of Interest will remain on file for (2) years.

Please submit your Statement of Interest to:

Ed Moon, City Manager
City of West Point Georgia
PO Box 487
West Point, Georgia 31833
emoon@cityofwestpointga.com

Statement of Interest to Serve on a City Board, Authority or Commission



Contact Information

Name Joe H. Thompson
Address 66 S. Pine Cove Dr
City State Zip LaGrange, GA 30240
Primary Phone 706 884-1622
Secondary Phone 912 658-1583
E-Mail Address thompson-joe-doh@att.net
Are you a City of West Point Resident Yes No Home owner,
Company or Agency GA Dept of Natural Resources
Current Job Title Retired Historic Site Manager II

Availability – Board or Commission of Interest

First Choice: Historic Preservation Commission
Second Choice: _____

Interest

Background and Qualifications:

see attached

Experience and/or Profession:

see attached
Oct, 1976-1980 Historic Site Manager, Sunbury (Ft Morris), GADNR
Jan, 1981-2008 Historic Site Manager II, Normsloe Historic Site, GADNR

Reason for Wanting to Serve:

see attached

You may submit a letter of interest along with references and/or resume in addition to or in lieu of the Interest section.

City Policy

It is our policy to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability. The Statement of Interest will remain on file for (2) years.

Please submit your Statement of Interest to:

Ed Moon, City Manager
City of West Point Georgia
PO Box 487
West Point, Georgia 31833
emoon@cityofwestpointga.com

Statement of Interest to Serve on a City Board, authority or Commission

Background and Qualifications:

Middle Georgia College	General Ed	AA Degree 1973
LaGrange College	History/Education	BA degree 1976
Armstrong State College	Archaeology	Field Archaeology
GA Police Officer	Basic Certificate	1982-2008
Georgia Hunter Safety	Instructor	
Founding Member of GA State Parks & Historic Sites Black Powder Safety Program	Officer/Instructor	1981-2008
Board Member Chattahoochee Valley Historical Society		Current
Board Member Troop County Historical Society	Vice President	Current
Board Member Fort Tyler Association		Current
Board Member Friends of Horseshoe Bend		Current

Experience and/or Profession:

1976-2008 Managed Fort Morris Historic Site and Wormsloe Historic Site for the Georgia Department of Natural Resources. Responsibilities included the supervision of employees, operation of the historic site, research and development of programs and exhibits. I worked with Universities, historical organizations, and science centers to preserve the natural historic and cultural resources of the Historic Sites.

Natural resources included timber land, wildlife, and surrounding wet lands. Historic and Cultural resources included prehistoric Indian Middens, 1739-1744 Tabby Fortified House Ruins and related archaeological sites, Revolutionary War and War of 1812 Fortifications, 18th century cemetery and Monument, Civil War Fortifications, a mile-and-a-half long Live Oak Drive, 1913 Masonry and Iron Entrance Gate and Fences, and a 1917 Gate Keepers Cottage. We received a preservation award for the restoration of this 1917 Gate Keepers House that many thought was beyond saving.

Resource management included following existing plans for preservation, consultation with naturalist, environmentalist, archaeologist, and historians; to inventory, organize and label artifacts and collections; perform or have preservation performed by specialist where needed. I had the opportunity to work with Federal, State and local municipalities and the GA State Historic Preservation Board on issues concerning road widening, wet land and marsh land mitigations, National Register concerns and pressures of growing communities.

Reason for wanting to serve:

I grew up in West Point and have always had an interest in its history. It would be an honor to have an opportunity to participate in the preservation of the structures and the history of West Point, Georgia.

Statement of Interest to Serve on a City Board, Authority or Commission



Contact Information

Name DIANNE J DAVIDSON
Address PO Box 544
City State Zip West Point, GA 31833
Primary Phone 1-706-645-2623
Secondary Phone _____
E-Mail Address DJANNE@AOL.COM
Are you a City of West Point Resident Yes No
Company or Agency _____
Current Job Title Retired Law Enforcement

Availability – Board, or Commission of Interest

First Choice: Board of Election
Second Choice: _____

Interest

Background and Qualifications:

High School - College

Experience and/or Profession:

Wall St. NY Stock Exchange NYC
Law Enforcement

Reason for Wanting to Serve:

Serving on board is a learning experience (Board of Elections)

You may submit a letter of interest along with references and/or resume in addition to or in lieu of the Interest section.

City Policy

It is our policy to provide equal opportunities without regard to race, color, religion, national origin, gender, sexual preference, age, or disability. The Statement of Interest will remain on file for (2) years.

Please submit your Statement of Interest to:

Ed Moon, City Manager
City of West Point Georgia
PO Box 487
West Point, Georgia 31833
emoon@cityofwestpointga.com

LEWIS, TAYLOR & TODD, P.C.
ATTORNEYS AT LAW
SUITE 3
205 NORTH LEWIS STREET
POST OFFICE DRAWER 1027
LAGRANGE, GEORGIA 30241

JOHN M. TAYLOR
JEFFREY M. TODD

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

September 26, 2016

VIA EMAIL

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

RE: Municipal Court Term

Dear Ed:

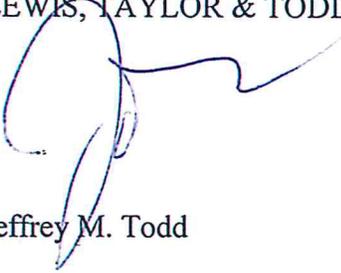
As we discussed, the General Assembly recently decreed that all Municipal Court judge terms shall be for at least one year, absent removal of the judge for misconduct pursuant to O.C.G.A. Section 36-32-2.2. Since the West Point Charter allows that the judge services "at the pleasure" of the council, it seems we can show good faith compliance with the statute by a simple contract.

Enclosed herewith is a draft contract for your review and comment.

With best regards, I am

Very truly yours,

LEWIS, TAYLOR & TODD, P.C.


Jeffrey M. Todd

JT/atb
Enclosure
cc: Kristin Lester

**AGREEMENT REGARDING TERM OF
MUNICIPAL COURT JUDGE APPOINTMENT**

THIS AGREEMENT entered into as of this _____ day of January, 2017, by and between the **CITY OF WEST POINT, GEORGIA**, acting by and through its Mayor and Council, (hereinafter referred to as “West Point”) and _____ (hereinafter referred to as “Judge”).

WITNESSETH:

WHEREAS, the Georgia General Assembly recently enacted legislation requiring that an individual appointed as a Municipal Court Judge shall serve for a minimum term of one (1) year and until a successor is appointed, absent removal pursuant to O.C.G.A. § 36-32-2.2;

WHEREAS, the Charter of the City of West Point provides that the appointment to the office of Municipal Court Judge is an at-will appointment, which is in contravention to O.C.G.A. § 36-32-2;

WHEREAS, West Point and Judge desire to enter into this Agreement in order to clarify and establish that the appointment of Municipal Court Judge in West Point is for a minimum one year term;

NOW, THEREFORE, for and in consideration of the mutual and substantial benefits accruing to the parties hereto, the parties hereby agree as follows:

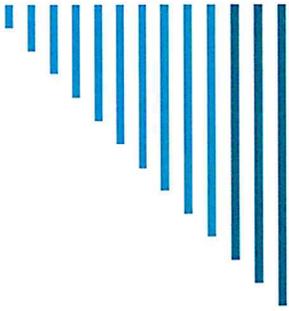
Having been appointed as Judge of the Municipal Court of the City of West Point as of January _____, 2017, Judge shall serve in said office a minimum term of one (1) year and until a successor is appointed, absent removal from office as provided in O.C.G.A. § 36-32-2.2. This Agreement may be renewed by the parties through the annual appointment process.

CITY OF WEST POINT, GEORGIA (*SEAL*)

BY: _____
Mayor

ATTEST: _____
Clerk

[JUDGE]



INFORMATION

- Downtown West Point Development Authority
- The Housing Authority of the City of West Point
- West Point Development Authority



Downtown West Point Development Authority Minutes
August 9, 2016

Present: Coleman Reeves, Wayne Scroggs, Karen Meadows, Gus Darden, Bill Nixon, April Ross, Ed Moon, Meghan Duke and Cheryl Magby.

Coleman Reeves called the meeting to order and asked for an approval of the June 14th minutes. Wayne Scroggs made a motion and Bill Nixon seconded to approve the June minutes as presented.

Wayne Scroggs presented the treasurer's report stating the Authority had an ending balance of \$89,037.37 as of July 31, 2016. Wayne passed out copies of the bank statement, as well as an updated balance sheet and income statement. He stated that the Authority has collected all but \$1,000- from property owners in the downtown district on 2015 taxes. The Authority still has \$5,000 to disburse for the silent crossing study. Bill Nixon made a motion to approve the treasurer's report as presented and April Ross seconded the motion.

Committee Reports:

Façade Committee

Meghan Duke requested a \$1,500 façade grant on Steve Trammell's 814 3rd Avenue building. Bill Nixon made a motion to approve the grant request and Karen Meadows seconded.

Meghan Duke reported that Coleman Reeves is applying for façade grants on 724 and 722 3rd Avenue for a total of \$3,000 after spending \$12,000 and \$10,000 respectively.

Old Business:

Meghan Duke reported that the Silent Crossing Study should be ready late August or early September.

Ed Moon reported on the quotes obtained to make repairs to the City parking lots. The 2nd Avenue lot was given a quote of \$3,875 to seal coat and stripe and \$21,355 to repave. The JSL Park quote was \$4,715 to seal coat and stripe and the 4th Avenue lot behind NHCT was \$4,295 to seal coat and stripe. The City will try to obtain two more quotes on these properties.

New Business:

Meghan Duke informed the group that the Troup County Chamber of Commerce is looking to open an office in downtown West Point. They are exploring the possibility of sharing office space with the West Point Development Authority.

Coleman adjourned the meeting. The next meeting will be held on September 13, 2016 at 8:15 a.m.

Submitted by Karen Meadows, Secretary

THE HOUSING AUTHORITY OF THE CITY OF WEST POINT
REGULAR BOARD MEETING
JULY 21, 2016

The Commissioners of the Housing Authority of the City of West Point, Georgia, met for the regular Board Meeting at the Rental Office Community Room in West Point on the 21st day of July 2016, as allowed by and in compliance with By-laws of the Authority.

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

Geraldine Jones
Coleman Reeves
Stan Rodimon
Dianne Davidson

The following Commissioner(s) were absent:

Nekos Davis
Burt Winston

OTHERS PRESENT

Len Williams, Sabrina Richards, Lisa Walters, Ricky C. Miles and Jackie White

INVOCATION

Wiky Gladden

INTRODUCTION OF GUESTS

None

APPROVAL OF MINUTES FOR BOARD MEETING OF MAY 19, 2016

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

APPROVAL OF STAFF REPORT

Following discussion and on motion by Commissioner Jones seconded by Commissioner Rodimon, the board unanimously approved the financial report

Following discussion and on motion by Commissioner Reeves, seconded by Commissioner Rodimon, the board unanimously approved the occupancy report with

one correction with the addition of number totaling units. The 1BR total should have been 3 instead of 2, and 4BR total should have been 5 instead of 3.

CONSIDER A RESOLUTION AUTHORIZING THE CHARGING OFF OF RESIDENTS ACCOUNT BALANCES FOR MONTH ENDING MAY 31, 2016

The Following Resolution was introduced and duly considered:

RESOLUTION NO: 1006-104

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

Following discussion and on motion by Commissioner Reeves, and seconded by Commissioner Jones, the board unanimously approved the report to charge off \$1,280.07.

CONSIDER A RESOLUTION AUTHORIZING THE CHARGING OFF OF RESIDENTS ACCOUNT BALANCES FOR MONTH ENDING JUNE 30, 2016

The Following Resolution was introduced and duly considered:

RESOLUTION NO: 1006-105

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

Following discussion and on motion by Commissioner Jones, and seconded by Commissioner Rodimon, the board unanimously approved the report to charge off \$99.89.

EXECUTIVE DIRECTOR'S REPORT

Mr. Williams reported there was no news from HUD as of yet. There has been two conversations with them but still no answer. Mr. Williams will e-mail the board members when an answer is received.

Mr. Williams had a meeting with the Police Department and the City Mayor. There were some concerns that they may not be getting all the information needed to control some of the issues. A suggestion for installing more cameras and lighting on the site would help a great deal. Mr. Williams went back and consulted with Ricky C. Miles, Construction Manager for the HACG to see what could be done. Mr. Miles presented to the board a fact sheet and map in order to view the area as well. He proposed 14 cameras and 19 lights to be installed on the property. All non-working lights will be repaired. The estimated total is \$85,400.00. The Police Department would benefit from this as well. Commissioner Reeves suggested to ask the City to share in the cost of fifty/fifty possibly. That way the WPPD and the WPHA can work more harmoniously with each other and there will definitely be a decrease in the crime rate. The DVR will be in our possession but we will ask the City to control them. We will have to get a cost of the annual expense and Commissioner Reeves will ask the question about the cost and the maintenance side of the lighting for repairs to the City. All information proposed will be put in writing. HACG will bid out for the cameras and come back with information

gathered for a contractor. Mr. Miles just had an observation, but the Board voted to proceed with the concept. The motion was made by Commissioner Reeves and seconded by Commissioner Rodimon.

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

With no further discussion meeting adjourned at 4:51 p.m.

Wiky Gladden, Chairman

J. Len Williams, Secretary-Treasurer

THE HOUSING AUTHORITY OF THE CITY OF WEST POINT, GA
BALANCE SHEET
JULY 31, 2016

Assets

Cash		\$ 17,917
Tenant Accounts Receivable (Net)		19,223
Investments		1,171,000
Prepaid Expenses and Other Assets		38,369
Land, Structures & Equipment	\$ 12,549,756	
Less: Accumulated Depreciation	<u>(9,917,455)</u>	
		<u>2,632,301</u>
Total Assets		<u><u>\$ 3,878,810</u></u>

Liabilities

Tenant Security Deposits		\$ 45,149
Accounts Payable - Vendor		55,668
Accounts Payable - HACG		20,241
Payment in Lieu of Taxes		20,763
Tenant Prepaid Rents		3,774
Accrued Compensated Absences		21,465
Other Liabilities		<u>1,195</u>
Total Liabilities		<u>\$ 168,255</u>

Surplus

HUD-PHA Contributed Assets		\$ 2,632,301
Restricted Net Position		582,087
Unrestricted Net Position		<u>496,167</u>
Total Surplus		<u>\$ 3,710,555</u>
Total Liabilities and Surplus		<u><u>\$ 3,878,810</u></u>

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

As of
JULY 31, 2016

	YEAR-TO-DATE			2017 ANNUAL BUDGET
	Actual	Budget	Favorable/ (Unfavorable) Variance	
REVENUES				
Rental Income	\$ 50,500	\$ 58,551	\$ (8,051)	\$ 702,610
Other Income	(698)	1,667	(2,365)	20,000
HUD Subsidy	79,990	84,224	(4,234)	1,010,686
CFP Operating Transfer	-	-	-	-
Total Revenues	\$ 129,792	\$ 144,441	\$ (14,649)	\$ 1,733,296
EXPENSES				
Administrative	\$ 5,471	\$ 12,371	\$ 6,900	\$ 148,448
Property Mgmt/Accounting Fee/Frontline Fees	13,898	14,659	761	175,910
Resident Service	507	1,063	556	12,759
Utilities	55,668	41,585	(14,083)	499,015
Ordinary Maintenance	13,999	36,433	22,434	437,198
General Expenses	13,066	13,959	893	167,503
Extra-Ordinary Maintenance/RAD	-	-	-	-
Capital Expenditures	-	19,667	19,667	236,000
Total Expenses	\$ 102,609	\$ 139,736	\$ 37,127	\$ 1,676,833
Net Income/ (Deficit) from Operations	\$ 27,183	\$ 4,705	\$ 22,478	\$ 56,463

STATEMENT OF REVENUES AND EXPENDITURES

JULY 31, 2016

WEST POINT

	WEST POINT - 465			2017 ANNUAL BUDGET
	ACTUAL	BUDGET	Actual vs. Budget OVER	
REVENUES				
Net Rental Revenue	50,500	58,551	(8,051)	702,610
Operating Subsidy	79,990	84,224	(4,234)	1,010,686
Financial Revenue (interest income)	(837)	267	(1,104)	3,200
Other Revenue	139	1,400	(1,261)	16,800
CFP Operating Transfer	-	-	-	-
TOTAL REVENUE	\$ 129,792	\$ 144,441	\$ (14,649)	\$ 1,733,296
OPERATING EXPENDITURES				
Administration:				
Salaries	3,879	7,640	(3,761)	91,680
COCC Fees	13,688	14,243	(555)	170,910
COCC Frontline Charges	210	417	(207)	5,000
Administrative Other	1,592	4,731	(3,139)	56,768
Total Administration Expenses	19,369	27,030	(7,661)	324,358
Resident Services:				
Salaries	507	997	(490)	11,959
COCC Transportation Charges	-	-	-	-
Contract Costs: Training & Other	-	67	(67)	800
Resident Participation Activities	-	-	-	-
Total Resident Services Expenses	507	1,063	(556)	12,759
Utilities				
	55,668	41,585	14,083	499,015
Ordinary Maintenance & Operation:				
Labor	5,930	10,841	(4,911)	130,094
Materials and Supplies	2,142	10,754	(8,612)	129,046
Contract Costs	4,427	11,226	(6,799)	134,711
Labor	1,500	3,612	(2,112)	43,347
COCC Central Maintenance Fees	-	-	-	-
Total OM&O	13,999	36,433	(22,434)	437,198
General Expense:				
Insurance	4,721	4,597	124	55,167
Payment in Lieu of Taxes	5,050	1,697	3,353	20,359
Termination Payoff Payments	-	-	-	-
Employee Benefit Contributions	3,295	5,430	(2,135)	65,160
Collection Losses	-	1,042	(1,042)	12,500
Other General Expense	-	1,193	(1,193)	14,317
Total General Expense	13,066	13,959	(893)	1167,503
TOTAL ROUTINE EXPENDITURES	\$ 102,609	\$ 120,069	\$ (17,460)	\$ 1,440,833
Housing Assistance Payments:				
Nonroutine Expenditures:				
Extraordinary Maintenance (Fire)	-	-	-	-
RAD Conversion	-	-	-	-
Capitalized Equipment	-	19,667	(19,667)	236,000
Total Nonroutine Expenditures	-	19,667	(19,667)	236,000
Interest on Mortgage Payable	-	-	-	-
Mortgage Insurance Premium	-	-	-	-
TOTAL COST OF OPERATIONS	\$ 102,609	\$ 139,736	\$ (37,127)	\$ 1,676,833
NET PROFIT OR (LOSS)	\$ (27,183)	\$ 4,705	\$ 22,478	\$ 56,463

THE HOUSING AUTHORITY OF THE CITY OF WEST POINT, GA
Grant Funding
JULY 31, 2016

Grant Funding	Program End Dates	Approved Budget	Total Obligated	Actual Expenditures	Remaining to Obligate	Remaining to Disburse
CFP - FY'14	05/12/16 Obligate 05/12/18 Disburse	255,916	70,081	34,793	185,835	221,123
CFP - FY'15	04/12/17 Obligate 04/12/19 Disburse	277,264	27,726	27,726	249,538	249,538
CFP - FY'16	04/12/18 Obligate 04/12/20 Disburse	288,175	-	-	288,175	288,175
ROSS - FY'12	12/17/13 Effective 12/17/16 Disburse	191,565	158,612	158,612	32,953	32,953
Total Grants		\$ 1,012,920	\$ 256,419	\$ 221,131	\$ 756,501	\$ 791,789

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

1-Sep-16

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

DEAR MR. WILLIAMS:

I submit the following "Report on Tenant Selection" for the period 08/01/16 - 08/31/16

PUBLIC HOUSING

No. of Apparently Eligible Applications on Hand last reported period	318
No. of Applications taken during reporting period	1
No. of Applications suspended or withdrawn during reporting period	16
No. of Move-Ins for reporting period	6
No. of Apparently Eligible Applications on Hand for reporting period	297

Applications on Hand

0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
0	147	115	26	7	2

= 297

NO. OF VACANT APARTMENTS AND MOVE-INS

Developments	Total No. of Units	Units Vacant 07/31/16	Moved Out During August	Moved In During August	UNITS AVAILABLE 08/31/2016						Total Units Vacant	Percent Units Vacant
					0 BR	1 BR	2 BR	3 BR	4 BR	5 BR		
PINE RIDGE APTS 741	42	2	1	1	0	0	0	1	1	0	2	5%
GRANT APTS. 742	55	0	0	0	0	0	0	0	0	0	0	0%
O.J. COOK APTS 743	8	4	1	3	0	0	1	1	0	0	2	25%
O.J. COOK APTS 744	110	4	0	2	0	0	0	0	2	0	2	2%
HIGGINS CIRCLE 747	8	0	0	0	0	0	0	0	0	0	0	0%
Sub-Total	223	10	2	6	0	0	1	2	1	0	6	3%
GRAND TOTAL	223	10	2	6	0	0	1	2	1	0	6	3%

RESPECTFULLY SUBMITTED,

MISTY MICHELLE STUBBS
 PUBLIC HOUSING COORDINATOR

RESOLUTION NO _____

RESOLUTION AUTHORIZING THE CHARGE-OFF OF FORMER RESIDENT
ACCOUNT BALANCES TO COLLECTION LOSS FOR
THE AUTHORITY'S PUBLIC HOUSING DEVELOPMENTS
FOR THE MONTH ENDED JULY 31, 2016

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

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

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

<u>DEVELOPMENT NAME</u>	<u>RENT</u>	<u>RETRO</u>	<u>MAINT</u>	<u>OTHER</u>	<u>TOTAL</u>	<u>COUNT</u>
PINE RIDGE APARTMENTS - 741	62.55	-	-	-	\$ 62.55	1
GRANT APARTMENTS - 742	-	-	-	-	\$ -	0
O.J. COOK 1 APARTMENTS - 743	-	-	-	-	\$ -	0
O.J. COOK 2 APARTMENTS - 744	-	-	-	-	\$ -	0
HIGHLANDS - 747	-	-	-	-	\$ -	0
TOTAL CHARGED TO COLLECTION LOSS	\$ 62.55	\$ -	\$ -	\$ -	\$ 62.55	1

Wiky Gladden
Chairperson

J. Len Williams, CPM
Chief Executive Officer

RESOLUTION AUTHORIZING THE CHARGE-OFF OF FORMER RESIDENT
ACCOUNT BALANCES TO COLLECTION LOSS FOR
THE AUTHORITY'S PUBLIC HOUSING DEVELOPMENTS
FOR THE MONTH ENDED AUGUST 31, 2016.

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

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

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

<u>DEVELOPMENT NAME</u>	<u>RENT</u>	<u>RETRO</u>	<u>MAINT</u>	<u>OTHER</u>	<u>TOTAL</u>	<u>COUNT</u>
PINE RIDGE APARTMENTS - 741	194.41	-	162.96	119.78	\$ 477.15	1
GRANT APARTMENTS - 742	-	-	-	-	\$ -	0
O.J. COOK 1 APARTMENTS - 743	2,789.10	-	-	368.56	\$ 3,157.66	1
O.J. COOK 2 APARTMENTS - 744	151.47	-	-	-	\$ 151.47	1
HIGHLANDS - 747	-	-	-	-	\$ -	0
TOTAL CHARGED TO COLLECTION LOSS	\$ 3,134.98	\$ -	\$ 162.96	\$ 488.34	\$ 3,786.28	3

Wiky Gladden
Chairperson

J. Len Williams, CPM
Chief Executive Officer

RESOLUTION NO. _____

**A RESOLUTION APPROVING RESIDENT
MONTHLY UTILITY ALLOWANCES**

WHEREAS the utility allowance as required in 24CFR, Part 965 of the Federal Register Rules and Regulations are based on all building related requirements: lighting, refrigeration, television, radio, stereo, washing machines, small appliances, space heating, fan, domestic hot water and cooking.

WHEREAS, the utility allowances for the following developments will be effective October 1, 2016 for new and current residents for the following:

GA 65-1	Pine Ridge Apartments
GA 65-2	Grand Apartments
GA 65-3	O.J. Cook Apartments
GA 65-4	O.J. Cook Apartments
GA 65-7	WP Highlands

NOW, THEREFORE, BE IT RESOLVED that the attached utility allowance schedules are hereby approved.

Wiky Gladden
Chairperson

J. Len Williams, CPM
Chief Executive Officer

The Housing Authority of the City of West Point, Georgia
A Comparison Between the Proposed Allowances and Current Allowances
Electricity Cost & Natural Gas

Development Name	Unit Type	Electric		Gas		Difference
		Current	Proposed	Current	Proposed	
GA 65-1 Pine Ridge Apts.	1 Bedroom	\$41.00	\$45.00	\$37.00	\$34.00	\$1.00
	2 Bedroom	\$50.00	\$56.00	\$43.00	\$39.00	\$2.00
	3 Bedroom	\$59.00	\$66.00	\$48.00	\$44.00	\$3.00
	4 Bedroom	\$69.00	\$77.00	\$54.00	\$50.00	\$4.00
GA 65-2 Grant Apts. Mod	1 Bedroom	\$37.00	\$41.00	\$39.00	\$36.00	\$1.00
	2 Bedroom	\$43.00	\$48.00	\$45.00	\$41.00	\$1.00
	3 Bedroom	\$59.00	\$65.00	\$51.00	\$46.00	\$1.00
	4 Bedroom	\$69.00	\$77.00	\$57.00	\$52.00	\$3.00
GA 65-3 O.J. Cook Apts	0 Bedroom	\$36.00	\$40.00	\$32.00	\$29.00	\$1.00
	1 Bedroom	\$43.00	\$48.00	\$46.00	\$42.00	\$1.00
	2 Bedroom	\$46.00	\$51.00	\$41.00	\$38.00	\$2.00
	3 Bedroom	\$60.00	\$67.00	\$46.00	\$43.00	\$4.00
	4 Bedroom	\$71.00	\$79.00	\$54.00	\$50.00	\$4.00
GA 65-4 O.J. Cook Apts	5 Bedroom	\$87.00	\$98.00	\$59.00	\$54.00	\$6.00
	1 Bedroom	\$43.00	\$48.00	\$49.00	\$45.00	\$1.00
	1 Bedroom (elec)			\$77.00	\$71.00	-\$6.00
	2 Bedroom	\$48.00	\$54.00	\$42.00	\$39.00	\$3.00
	3 Bedroom	\$60.00	\$67.00	\$49.00	\$45.00	\$3.00
GA 65-7 WP Highlands	4 Bedroom	\$71.00	\$79.00	\$56.00	\$51.00	\$3.00
	5 Bedroom	\$87.00	\$98.00	\$62.00	\$56.00	\$5.00
	3 Bedroom	\$55.00	\$61.00	\$53.00	\$47.00	\$0.00

RESOLUTION NO. _____

**A RESOLUTION ADOPTING A NEW ADMISSIONS AND
CONTINUED OCCUPANCY POLICY**

WHEREAS, as authorized by, The Department of Housing and Urban Development, this authority desires to adopt a new Admissions and Continued Occupancy Policy for the Public Housing Program.

NOW, THEREFORE BE IT RESOLVED, by the Commissioners of the Housing Authority of The City of West Point, Georgia that:

The Admissions and Continued Occupancy Policy is hereby approved.

Wily Gladden
Chairperson

J. Len Williams, CPM
Chief Executive Officer

The Housing Authority of the City of West Point, Georgia

FACT SHEET

PAGE NO.

DESCRIPTION

- The ACOP has been completely reconstructed to be designed specifically for the specific Housing Authority. The Housing Authority previously went by the Columbus' version.
- B-1 (1) The term "Family" as used in this policy, regardless of actual or perceived sexual orientation, gender identity, or marital status, means:
- a. A family with or without children;
 - b. An elderly family;
 - c. A near-elderly family
 - d. A disabled family;
 - e. A displaced family;
 - f. The remaining member of a tenant family; and
 - g. A single person who is not an elderly or displaced person, or a person with disabilities, or the remaining member of a tenant family.
- (New to the ACOP)
- B-3 (2-iii) Interest, dividends, and other net income of any kind from real or personal property. Expenditures for amortization of capital indebtedness shall not be used as deductions in determining net income. An allowance for depreciation is permitted only as authorized in (ii) above of this section. Any withdrawal of cash or assets from an investment will be included in income, except to the extent the withdrawal is reimbursement of cash or assets invested by the Family. Where the family has Net Family Assets in excess of \$50,000, Annual Income shall include the greater of the actual income derived from all Net Family Assets or a percentage of the value of such Assets based on the current passbook savings rate, as determined by HUD;
(Changed from \$5,000 to \$50,000)
- B-7 (4) Adjusted Income - Adjusted income means annual income less the following:
- a. \$525 for any elderly or disabled family;
(changed from \$400 to \$525)
 - b. The amount by which 10% of the annual family income is exceeded by the sum of:
 - (i) Unreimbursed medical expenses for any elderly family or disabled family (all medical expenses must be Flexible Spending Account (FSA) eligible);
 - (ii) Unreimbursed reasonable attendant care and auxiliary apparatus expenses for each disabled member of the family, to the extent necessary to enable any member of such family (including such disabled member) to be employed.
- (Changed from 3% to 10%)
- B-9 (6) Extremely Low-Income Family: A family's whose Annual Income does not exceed the higher of 30% of the area median income, as determined by HUD or the poverty guideline established by the Department of Health and Human Services applicable to the family size.
(Changed from "To be eligible for admission to developments or scattered-site units, the family's annual income must be within the low-income limit set by HUD. This means the family income cannot exceed 80 percent of the median income for the area")
- F-1 (2-c) A late charge will be added to the monthly rental payment for any rent paid after the fifth (5th) calendar day of the month in the amount of \$75.00. All payments after the assessment of a late charge shall be made by certified check, cashier's check, or money order. No personal checks will be accepted for payment after the assessment of the late charge.
(Changed from \$20.00 to \$75.00)
- F-1 (2-d) In the event a check is returned to the Authority for insufficient funds, a charge of \$50.00 will be assessed to the tenant. In the event the tenant is assessed this charge, all future payments must be made by certified check, cashier's check, or money order. No personal checks will be accepted for any payment after the assessment of an NSF charge.
(Changed from \$35.00 to \$50.00)

**The Housing Authority of the City of West Point
Proposed RAD Conversion Plan
Fact Sheet
September 15, 2016**

HUD Recommended Revisions:

Divide the RAD conversion plan into four (4) phases:

Phase I 2017 – 25 units	Transfer Assistance
Phase II 2018 – 38 units	Transfer Assistance
Phase III 2019 – 42 units	Transfer Assistance
Phase IV 2019 – 110 units	Submit LIHTC Application

Major Issues and Concerns:

- The Owner of the site that the assistance is transferred to must be a public or non-profit entity, typically the PHA stays in the deal. This could possibly be accomplished through some type of contractual agreement or joint venture agreement;
- The Owner of the site will need to enter into a RAD Use Agreement and HAP contract for a twenty (20) year period;
- The Owner of the site will have to have a RAD Physical Needs Assessment (RPCA) along with an environmental report;
- The rents that the Owner would collect for the RAD Project Based Vouchers (PBV) could be lower than the regular PBVs;
- If the RPCA requires significant needs, the Owner would need to take on new debt to pay for the repairs and rehab for the 20-year period;
- The cost of each transfer of assistance is estimated as follows:

1. Market Study	\$ 2,000
2. Appraisal	\$ 3,000
3. RPCA	\$10,000
4. Environmental Report	\$ 8,000
5. Legal	\$25,000
6. Financial Consulting	<u>\$20,000</u>
Total per transfer	\$68,000
- The total cost of Transfer of Assistance will be approximately \$204,000.

West Point Development Authority

Agenda

October 3, 2016

- 1. Invocation & Lunch**
- 2. Minutes**
- 3. Financial Report**
- 4. Old Business**
- 5. New Business**
- 6. Economic Development Director Report – Meghan Duke**
- 6. Adjournment**
- 7. Next meeting to be held on Monday, November 7, 2016 at 12:00 noon.**

WEST POINT DEVELOPMENT AUTHORITY

Meeting Minutes

September 6, 2016

Members Present: Josh Moon, Lionel Johnson, Griggs Zachry, Wiky Gladden, and Kevin Patrick. Also present were Downtown West Point Development Authority representative, Coleman Reeves, WPDA Attorney, Larry Nix, and Economic Development Director, Meghan Duke.

Meeting was called to order by Josh Moon.

Motion was made by Wiky Gladden and seconded by Griggs Zachry to approve the minutes of the August 1, 2016 meeting. Vote to approve was unanimous.

Motion was made by Wiky Gladden and seconded by Kevin Patrick to approve the financial report for August, 2016. Vote to approve was unanimous.

Economic Development Director, Meghan Duke, reported activity for August.

Josh Moon discussed sharing office space with the LaGrange-Troup Chamber of Commerce at the office WPDA previously occupied. Meghan Duke will follow up with Paige Estes for details and present at the next meeting.

There being no further business, the meeting was adjourned.

J. Griggs Zachry, III
Secretary

West Point Development Authority
Balance Sheet
As of September 30, 2016

	<u>Sep 30, 16</u>
ASSETS	
Current Assets	
Checking/Savings	
CB&T Certificate of Deposit	251,392.21
Charter Bank - Money Market Acc	200,343.78
Operating Account	<u>373,317.71</u>
Total Checking/Savings	825,053.70
Accounts Receivable	
Loan Receivable - ITC CP LLC	<u>106,560.12</u>
Total Accounts Receivable	<u>106,560.12</u>
Total Current Assets	<u>931,613.82</u>
TOTAL ASSETS	<u><u>931,613.82</u></u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	516,166.89
Retained Earnings	227,254.36
Net Income	<u>188,192.57</u>
Total Equity	<u>931,613.82</u>
TOTAL LIABILITIES & EQUITY	<u><u>931,613.82</u></u>

3:35 PM
09/29/16
Accrual Basis

West Point Development Authority
Profit & Loss
September 2016

	<u>Sep 16</u>
Income	0.00
Expense	
Community Development	64.04
Computer & Website Maintenance	30.00
Contract Labor	1,000.00
Education	245.00
Legal and Closing	250.00
Professional Dues & Subscript.	1,468.45
Total Expense	<u>3,057.49</u>
Net Income	<u><u>-3,057.49</u></u>

3:36 PM

09/29/16

Accrual Basis

West Point Development Authority Profit & Loss Detail September 2016

Type	Date	Num	Name	Memo	Clr	Amount	Balance
Income							0.00
Expense							
Community Development Check	9/1/2016	2128	Yvonne Reed	Lunch Reimbursement September mee...		64.04	64.04
Total Community Development						64.04	64.04
Computer & Website Maintenance Check	9/1/2016	2129	West Point Industries			30.00	30.00
Total Computer & Website Maintenance						30.00	30.00
Contract Labor Check	9/1/2016	2132	Yvonne Reed			1,000.00	1,000.00
Total Contract Labor						1,000.00	1,000.00
Education Check	9/14/2016	2138	The University of G...	Registration - Kevin Patrick 9-16-16 Se...		245.00	245.00
Total Education						245.00	245.00
Legal and Closing Check	9/1/2016	2130	Morrow & Nix			250.00	250.00
Total Legal and Closing						250.00	250.00
Professional Dues & Subscript. Check	9/1/2016	2131	GSCCCA			11.95	11.95
Check	9/1/2016	2135	Valley Partnership J...			1,456.50	1,468.45
Total Professional Dues & Subscript.						1,468.45	1,468.45
Total Expense						3,057.49	3,057.49
Net Income						-3,057.49	-3,057.49

West Point Development Authority Profit & Loss Budget vs. Actual September 2016

	Sep 16	Budget	\$ Over Budget	% of Budget
Income	0.00			
Expense				
Community Development	64.04	166.67	-102.63	38.4%
Computer & Website Maintenance	30.00	208.34	-178.34	14.4%
Contract Labor	1,000.00	4,750.00	-3,750.00	21.1%
Education	245.00	83.34	161.66	294.0%
Lease Payment Expense	0.00	750.00	-750.00	0.0%
Legal & Closing-Projects	0.00	333.34	-333.34	0.0%
Legal and Closing	250.00	250.00	0.00	100.0%
Marketing	0.00	1,666.67	-1,666.67	0.0%
Miscellaneous Expense	0.00	83.34	-83.34	0.0%
Office Expense	0.00	416.66	-416.66	0.0%
Postage	0.00	8.34	-8.34	0.0%
Professional Dues & Subscript.	1,468.45	333.34	1,135.11	440.5%
Travel	0.00	83.34	-83.34	0.0%
Total Expense	3,057.49	9,133.38	-6,075.89	33.5%
Net Income	-3,057.49	-9,133.38	6,075.89	33.5%

West Point Development Authority
Profit & Loss Budget vs. Actual
 January through December 2016

	Jan - Dec 16	Budget	\$ Over Budget	% of Budget
Income				
Bond Income	210,000.00	100,000.00	110,000.00	210.0%
Interest Income	494.47			
Intergovernmental Income	90,000.00	120,000.00	-30,000.00	75.0%
Total Income	300,494.47	220,000.00	80,494.47	136.6%
Expense				
Community Development	6,367.28	2,000.00	4,367.28	318.4%
Computer & Website Maintenance	370.00	2,500.00	-2,130.00	14.8%
Contract Labor	9,000.00	57,000.00	-48,000.00	15.8%
Contributions	52,500.00	30,000.00	22,500.00	175.0%
Education	245.00	1,000.00	-755.00	24.5%
Insurance	4,614.00	4,500.00	114.00	102.5%
Lease Payment Expense	5,250.00	9,000.00	-3,750.00	58.3%
Legal & Closing-Projects	960.00	4,000.00	-3,040.00	24.0%
Legal and Closing	2,250.00	3,000.00	-750.00	75.0%
Marketing	200.00	20,000.00	-19,800.00	1.0%
Miscellaneous Expense	0.00	1,000.00	-1,000.00	0.0%
Office Expense	2,541.67	5,000.00	-2,458.33	50.8%
Postage	47.00	100.00	-53.00	47.0%
Professional Dues & Subscript.	3,795.05	4,000.00	-204.95	94.9%
Project Development	24,161.90			
Travel	0.00	1,000.00	-1,000.00	0.0%
Total Expense	112,301.90	144,100.00	-31,798.10	77.9%
Net Income	188,192.57	75,900.00	112,292.57	247.9%



S. Meghan Duke
Economic Development Director
706.645.3518
meghanduke@cityofwestpointga.com

Economic Development Director Report
Submitted: Wednesday, September 28, 2016

- Attended The River House, 1201 2nd Avenue Ribbon Cutting. (9/8)
- Attended West Georgia Society for Human Resource Management (SHRM) meeting. (9/8)
- Met with Darryl Saucier, Freedom Fuels and Hart Cobb, Galaxy Partners on site selection, demographics, and potential Exit 6 convenience store.
- Traffic Count of KIA parkway and KIA Blvd for retail development/inquiry on Exit 6. Equipment/Count provided by Troup County.
- Attended Harris County Development Authority meeting. (9/13)
- Attended Valley Partnership JDA Board Meeting. (9/15)
- Attended Siemens Economic Opportunity and the Skills Gap panel at Kia Motors Manufacturing Georgia. (9/21)
- Attended Georgia Economic Developers Association Annual Conference. (9/21 – 9/23)
- Attended THINC. College and Career Board Meeting. (9/27)

Ongoing Projects:

- City of West Point Website
- Northwest Harris Business Park Signage
- Retail Marketing Materials
 - Major Employer Map
 - Site Plan – Virtual Rendering

Completed Projects

- Silent Rail Crossing Study

The Housing Authority of the City of West Point, Georgia

Regular Board Meeting

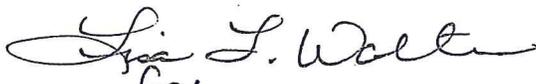
Thursday, September 15, 2016

4:00 P.M.

AGENDA

	Page
1. Invocation	
2. Introduction of Guests	
3. Annual Election of Officers	
4. Consider Approval of Minutes for Rescheduled Board Meeting of July 21, 2016. (Attached behind Agenda)	
5. Consider Approval of Staff Reports:	
Finance	1 – 4
Occupancy.....	5
6. Consider A Resolution Authorizing The Charge-Off of Resident Account Balances For Month Ending July 31, 2016.....	6
7. Consider A Resolution Authorizing The Charge-Off of Resident Account Balances For Month Ending August 31, 2016.....	7
8. Consider A Resolution Approving Resident Monthly Utility Allowances...	8 – 9
9. Consider Resolution Adopting the Admissions and Continued Occupancy Policy (ACOP)	10-11
10. Fact Sheet on Proposed RAD Conversion Plan.....	12
11. Fact Sheet on Proposals Received for the Security Camera and Lighting System Improvements (details will be given at the board meeting)	
12. Executive Director's Report	
13. Any and All Other Matters That May Be Brought Before the Board.	

Respectfully submitted,



for:
J. Len Williams
Secretary-Treasurer