# August Monthly Reports
# September 2015

# AGENDA
# WORK SESSION

WEST POINT

## THURSDAY, SEPTEMBER 10TH
## WORK SESSION
## @ 8:15 AM

**PUBLIC HEARING**

- Comprehensive Plan

**MEETING CALLED TO ORDER**

**AGENDA REVIEWED IN ITS ENTIRELY BEFORE DISCUSSION**

**PUBLIC COMMENT ON AGENDA ITEMS (FORM REQUIRED)**

- Ashlee Baggett, Greater Valley Area Relay for Life

**NEW BUSINESS**

- Distributed Generation
- 2015 Tax Digest
- New Economic Development Position
- Letter to Transmit Comprehensive Plan (Council Meeting)

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

**MAYOR & COUNCIL COMMENTS**

**ADJOURNED**

Next Meeting:
Council Meeting - Monday, September 14th @ 6:00 PM

# MINUTES

The regular meeting of the Mayor and Council was held in the Council room of West Point City Hall August 10, 2015 at 6:00 P.M. with Mayor A. Drew Ferguson IV presiding.

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

Members Absent:

Mayor Ferguson called Rev. Jackie Banks, Pastor of New Zion Baptist 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 July 13, 2015 regular meeting. Motion was made by Councilmember Benjamin F. Wilcox and seconded by Councilmember Gerald W. Ledbetter; **passed unanimously**.

## FINANCIAL REPORT

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

## AGENDA

Mayor Ferguson reviewed the listed agenda and asked for a motion to approve the agenda. Councilmember Benjamin F. Wilcox made said motion and seconded by Councilmember Gerald W. Ledbetter; **carried unanimously**.

## REFINANCE GAS SYSTEM BOND ORDINANCE

Mayor Ferguson asked for a motion to adopt an ordinance to refinance debt on the city natural gas system. The Ordinance is to approve execution and delivery of an amended and restated lease with The Municipal Gas Authority of Georgia and the acknowledgment of an amended and restated sale, assignment and transfer of certain rentals under the lease. Councilmember Steven M. Tramell made said motion and seconded by Councilmember Gerald W. Ledbetter; **carried unanimously.**

## FUNDING FOR PHASE II DOWNTOWN RIVER PARK

Mayor Ferguson asked for a motion to approve the phase II improvements to the Downtown River Park Project in the amount of $135,000. The funds will be used to complete the connector sidewalk from city hall to the park and for the construction of a boat ramp that will accommodate all type boats including motorized. The funds will be allocated from the Forward Fund. Councilmember Gerald W. Ledbetter made said motion and seconded by Councilmember Joseph R. Downs III; **carried unanimously.**

## REQUEST FOR BIDS FOR REHABILITATION OF THE VIRGINIA COOK BUILDING

Mayor Ferguson asked for a motion to give the City Manager the authority to issue a Request for Bids to completely renovate the Virginia Cook Building located at 806 MLK Drive. Councilmember Benjamin F. Wilcox made said motion and seconded by Councilmember Gloria R. Marshall; **carried unanimously.**

## PROPERTY PURCHASE AT 313 EAST 10TH STREET

Councilmember Sandra Thornton made a motion to approve the purchase of a house and property located at 313 East 10th Street in the amount of $140,000. The property will be used to expand the recreation area. The motion was seconded by Councilmember Gloria R. Marshall; **carried unanimously**.

## OTHER

Mayor Ferguson acknowledged the presence of Harris County Commissioner Jim Wood. He also thanked Police Chief Tony Bailey, Fire Chief Milton Smith, A Few Good Men, Keeney Memorial Church, West Point Presbyterian Church, and all others who participated in the Back Pack Program to give school supplies to area children.

**ADJOURN**

There being no further business, the meeting was adjourned.

| | |
|---|---|
| Richard McCoy<br>City Clerk | A. Drew Ferguson IV<br>Mayor |

# FINANCIAL REPORT

# City of West Point Financial Report August, 2015

## REVENUES

| | General Fund | EMRG 911 | Water Fund |
|---|---|---|---|
| Current Revenue | $172,896.94 | $904.57 | $368,550.83 |
| YTD Revenue | $3,841,780.37 | $56,835.87 | $2,863,241.43 |
| **Budget** | **$6,757,262.00** | **$94,337.00** | **$3,741,982.00** |
| Percentage Budget | 56.85% | 60.25% | 76.52% |

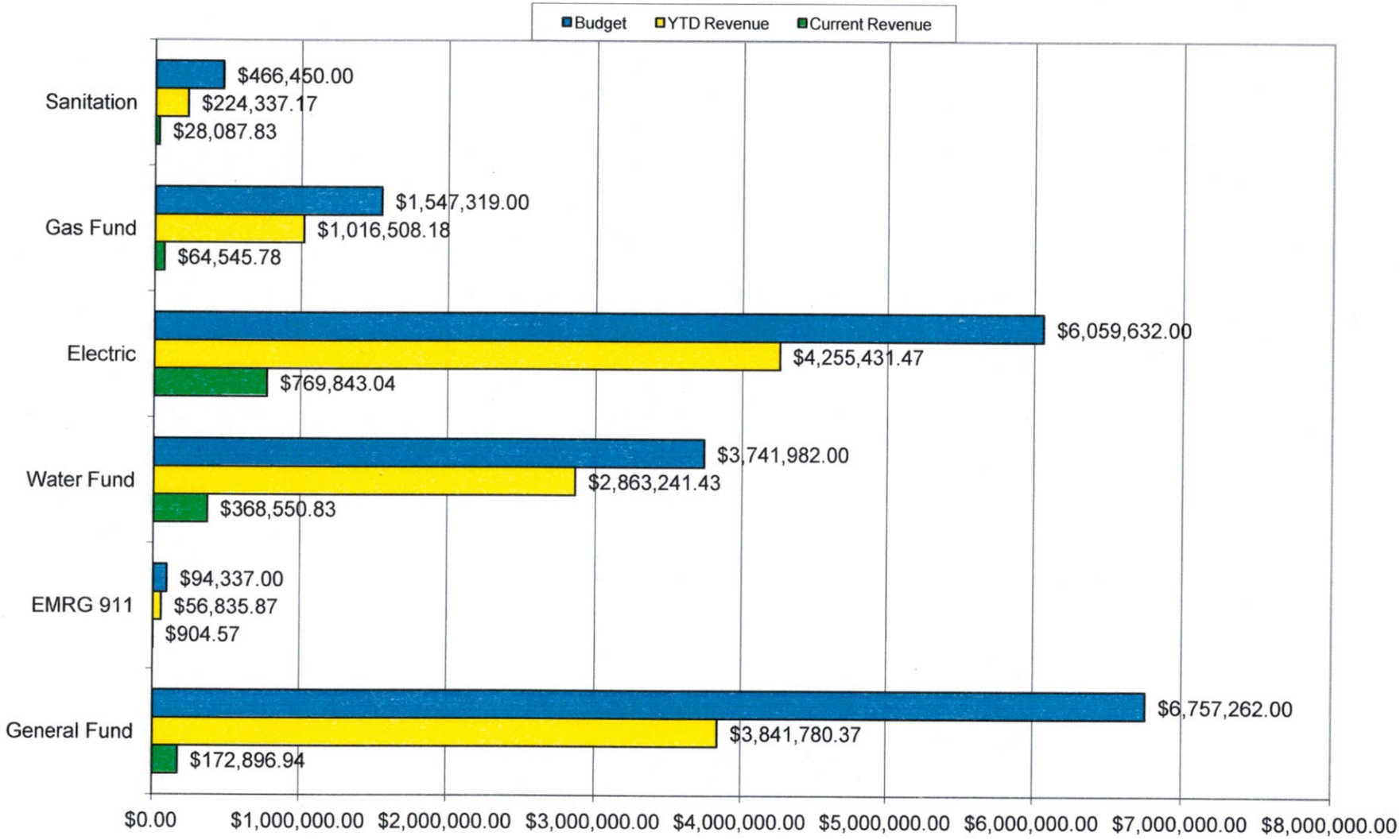
| | Electric Fund | Gas Fund | Sanitation |
|---|---|---|---|
| Current Revenue | $769,843.04 | $64,545.78 | $28,087.83 |
| YTD Revenue | $4,255,431.47 | $1,016,508.18 | $224,337.17 |
| **Budget** | **$6,059,632.00** | **$1,547,319.00** | **$466,450.00** |
| Percentage Budget | 70.23% | 65.69% | 48.09% |

| | One Georgia | EIP | SPLOST |
|---|---|---|---|
| Current Revenue | $0.00 | $0.00 | $85,588.63 |
| YTD Revenue | $0.00 | $0.00 | $1,021,178.01 |
| **Budget** | **$0.00** | **$0.00** | **$1,336,100.00** |
| Percentage Budget | #DIV/0! | #DIV/0! | 76.43% |

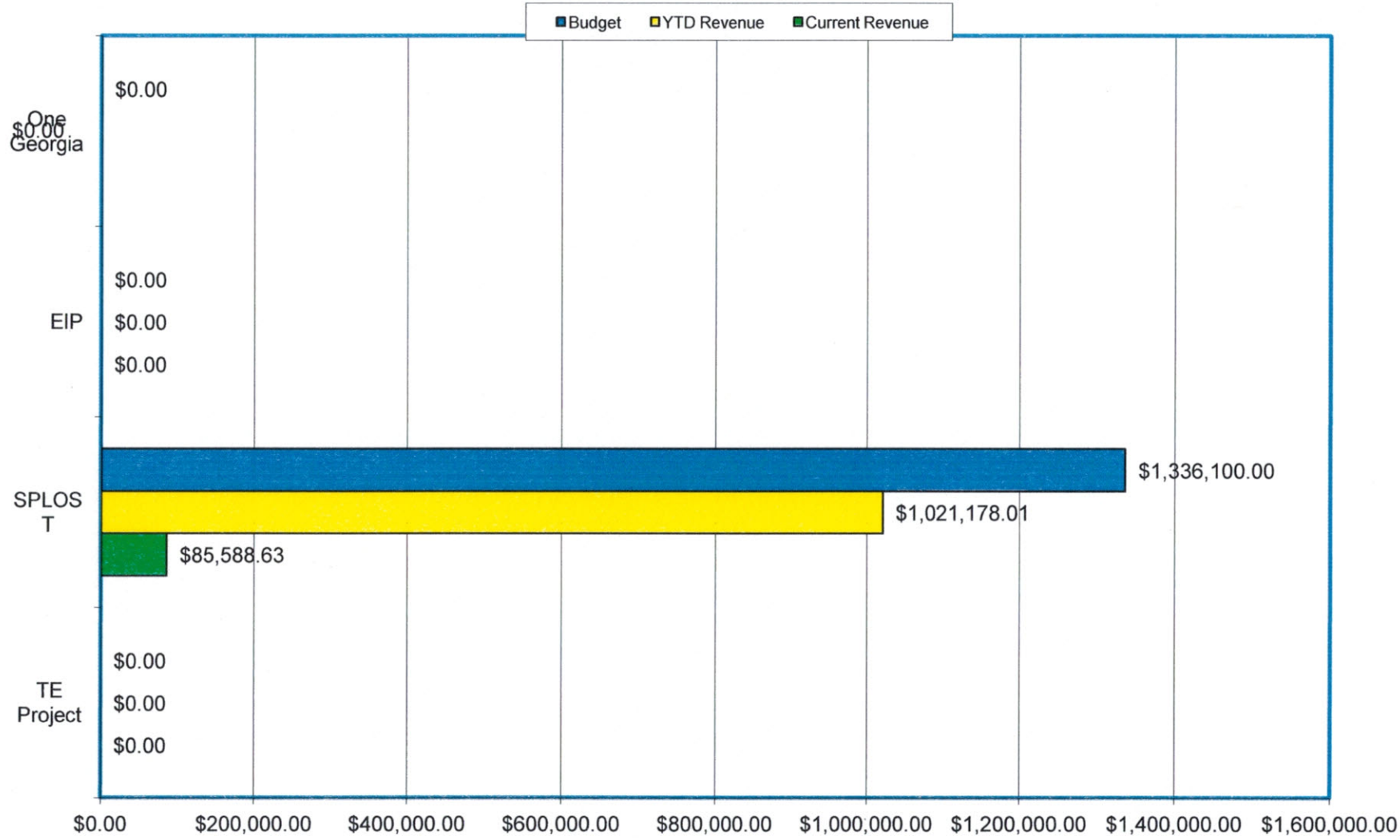
| **Total All Departments** | | | **Total All Departments** |
|---|---|---|---|
| **Current Revenues** | $1,490,417.62 | **Total YTD Revenue** | $13,279,312.50 |
| **Current Expense** | $1,464,290.13 | **Total YTD Expenses** | $13,781,033.92 |
| **over/under** | $26,127.49 | **over/under** | ($501,721.42) |

| | |
|---|---|
| **YTD Revenue** | **$13,279,312.50** |
| **Budget** | **$20,003,082.00** |
| **Percentage** | **66.39%** |

## Budget Revenue Comparison August, 2015



## Budget Revenue Comparison August, 2015



# City of West Point Financial Report August, 2015

## EXPENSES

| | General Government | Police Dept | Fire Dept | Street Dept |
|---|---|---|---|---|
| Current Expense | $134,222.39 | $117,633.96 | $126,190.49 | $39,986.65 |
| YTD Expense | $1,053,368.29 | $1,032,772.24 | $1,420,713.15 | $401,146.16 |
| **Budget** | **$1,043,730.00** | **$1,755,650.00** | **$1,843,851.00** | **$623,030.00** |
| Percentage Budget | 100.92% | 58.83% | 77.05% | 64.39% |

| | Planning & Zoning | Special Facilities | EMRG 911 SYS | Water Dept |
|---|---|---|---|---|
| Current Expense | $34,657.91 | $4,062.55 | $15,921.59 | $88,876.08 |
| YTD Expense | $257,172.12 | $43,433.83 | $60,972.85 | $972,924.53 |
| **Budget** | **$404,658.00** | **$41,276.00** | **$94,337.00** | **$1,737,180.00** |
| Percentage Budget | 63.55% | 105.23% | 64.63% | 56.01% |

| | Sewer/ Water | Electric Dept | Gas Dept | Sanitation Dep |
|---|---|---|---|---|
| Current Expense | $99,338.09 | $497,227.43 | $52,368.72 | $56,165.65 |
| YTD Expense | $1,174,447.63 | $3,791,019.58 | $875,490.20 | $349,770.81 |
| **Budget** | **$2,004,802.00** | **$6,059,632.00** | **$1,547,319.00** | **$466,450.00** |
| Percentage Budget | 58.58% | 62.56% | 56.58% | 74.99% |

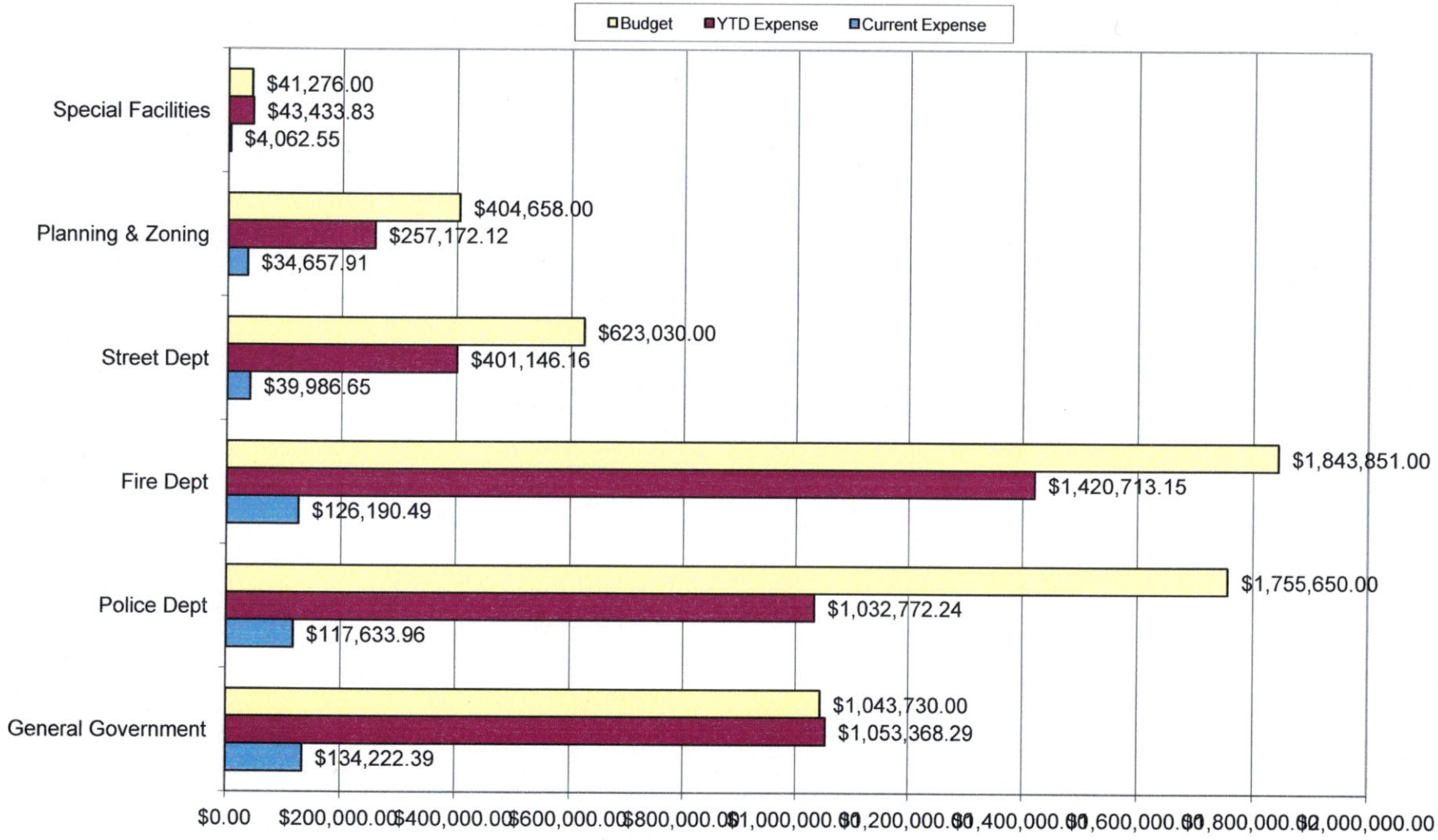
| | SPLOST | Study Center | CAP/Youth Services | Economic Dev |
|---|---|---|---|---|
| Current Expense | $190,445.35 | $3,346.95 | $3,846.32 | $0.00 |
| YTD Expense | $1,909,404.36 | $23,405.46 | $53,715.88 | $361,276.83 |
| **Budget** | **$1,336,100.00** | **$36,000.00** | **$72,067.00** | **$937,000.00** |
| Percentage Budget | 142.91% | 65.02% | 74.54% | 38.56% |

| | All Funds |
|---|---|
| **Current Revenues** | $1,490,417.62 |
| **Current Expense** | $1,464,290.13 |
| **over/under** | $26,127.49 |

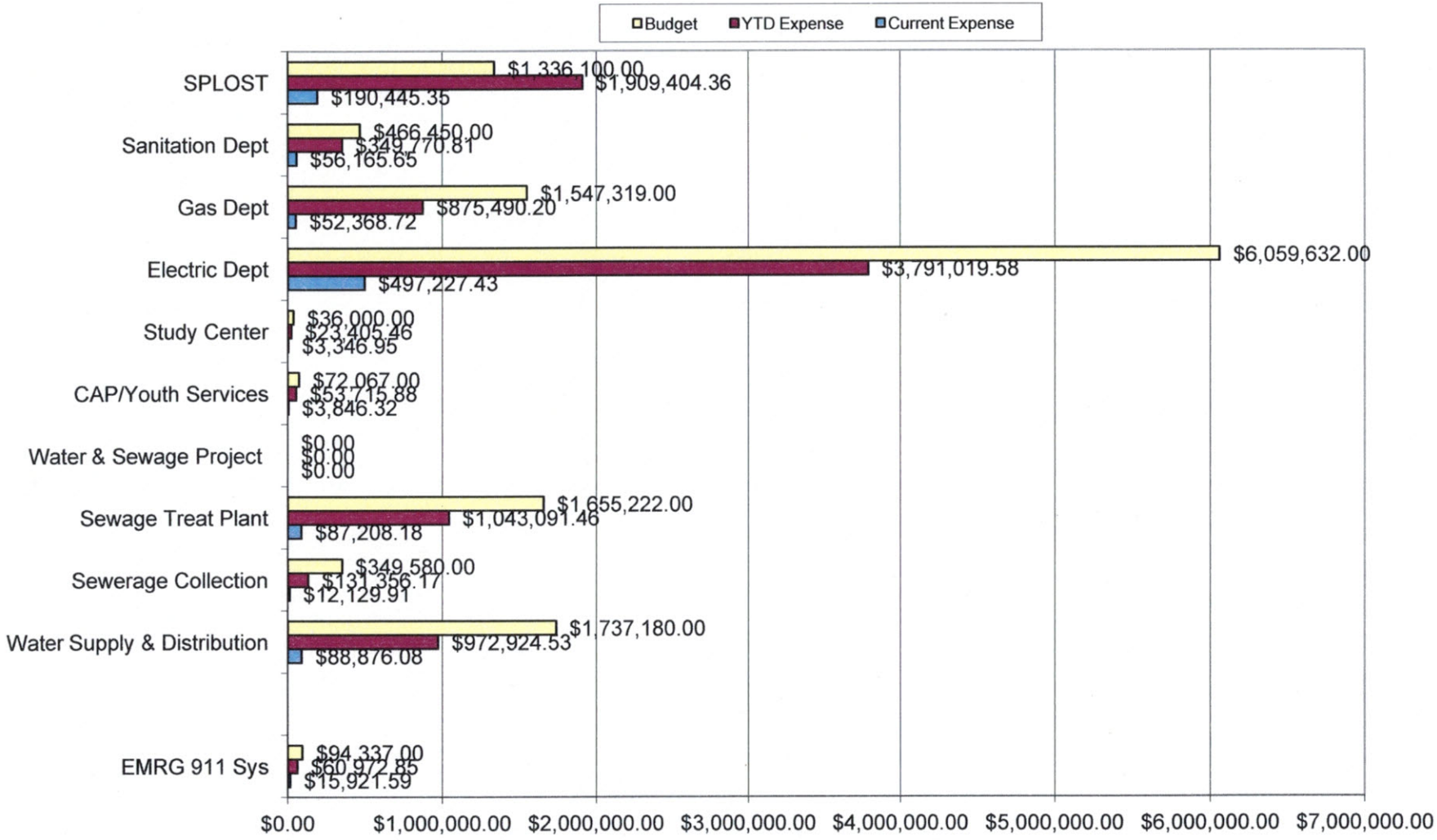
| Total All Departments | |
|---|---|
| **Total YTD Revenue** | $13,279,312.50 |
| **Total YTD Expenses** | $13,781,033.92 |
| **over/under** | ($501,721.42) |

| | |
|---|---|
| **Total YTD Expenses** | **$13,781,033.92** |
| **Budget** | **$20,003,082.00** |
| **Percentage** | **68.89%** |

## Budget Expense Comparison August, 2015



## Budget Expense Comparison August, 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

**August 2015**

## FIRE RESPONSES

| | |
|---|---|
| Structure / Residential | 2 |
| Structure / Business | 4 |
| Vehicle | 0 |
| Ground Cover, Trash | 0 |
| Hazardous Materials | 1 |
| Rescue, M.V.A. | 7 |
| False Alarms | 4 |
| Automatic Aid Troup Co. | 0 |
| Automatic Aid Harris Co | 0 |
| Other Responses | 0 |
| **Total Fire Responses** | **18** |

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## EMERGENCY MEDICAL SERVICE RESPONSES

| FACILITY | TRIPS |
|---|---|
| East AL Medical-Lanier | 17 |
| West Ga. Medical | 21 |
| East AL Medical-Opelika | 1 |
| Columbus Medical Center | 0 |
| Landing Zone | 1 |
| Non-Transport | 10 |
| **Total E.M.S. Responses** | **50** |

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

# Community Development Department

**August 1 – 31, 2015**

| | |
|---|---|
| **Permits Issued –** | **5** |
| Elec. Water, Gas | 2 |
| Building | 3 |

| | |
|---|---|
| **Inspections -** | **44** |
| Industrial | 7 |
| New Commercial | 0 |
| Remodel Comm. | 8 |
| New Residential | 17 |
| Remodel Res. | 6 |
| Soil& Erosion | 6 |

**Certificate of Occupancy- 4**

**Hearings - 0**

**Public Notices- 3**

**Structures Demolished- 3**

## Statistical Counts Report

For records with dates between 8/1/2015 and 8/31/2015



| | | | | |
|---|---|---|---|---|
| Incident Reports Created | ALL | INCIDENTS | MISC. | FAMILY VIOL. |
| | 121 | 103 | 11 | 7 |
| Incident Reports Cleared | ALL | BY ARREST | UNFOUNDED | EXCEPTIONALLY |
| | 97 | 36 | 58 | 3 |
| Property Involved | | | STOLEN | RECOVERED |
| | | | $45,912 | $10,088 |
| Incident Type Level | | | FELONY | MISDEMEANOR |
| | | | 35 | 75 |

| | |
|---|---|
| Investigative Files Opened | 7 |
| Investigative Files Assigned | 7 |
| Investigative Files Cleared | 2 |
| Drug Related Investigative Files Opened | 0 |
| Drug Related Investigative Files Cleared | 0 |
| Arrests / Booking Records | 41 |
| Citations Issued | 122 |
| Warnings Issued | 24 |
| Ordinance Violations | 2 |

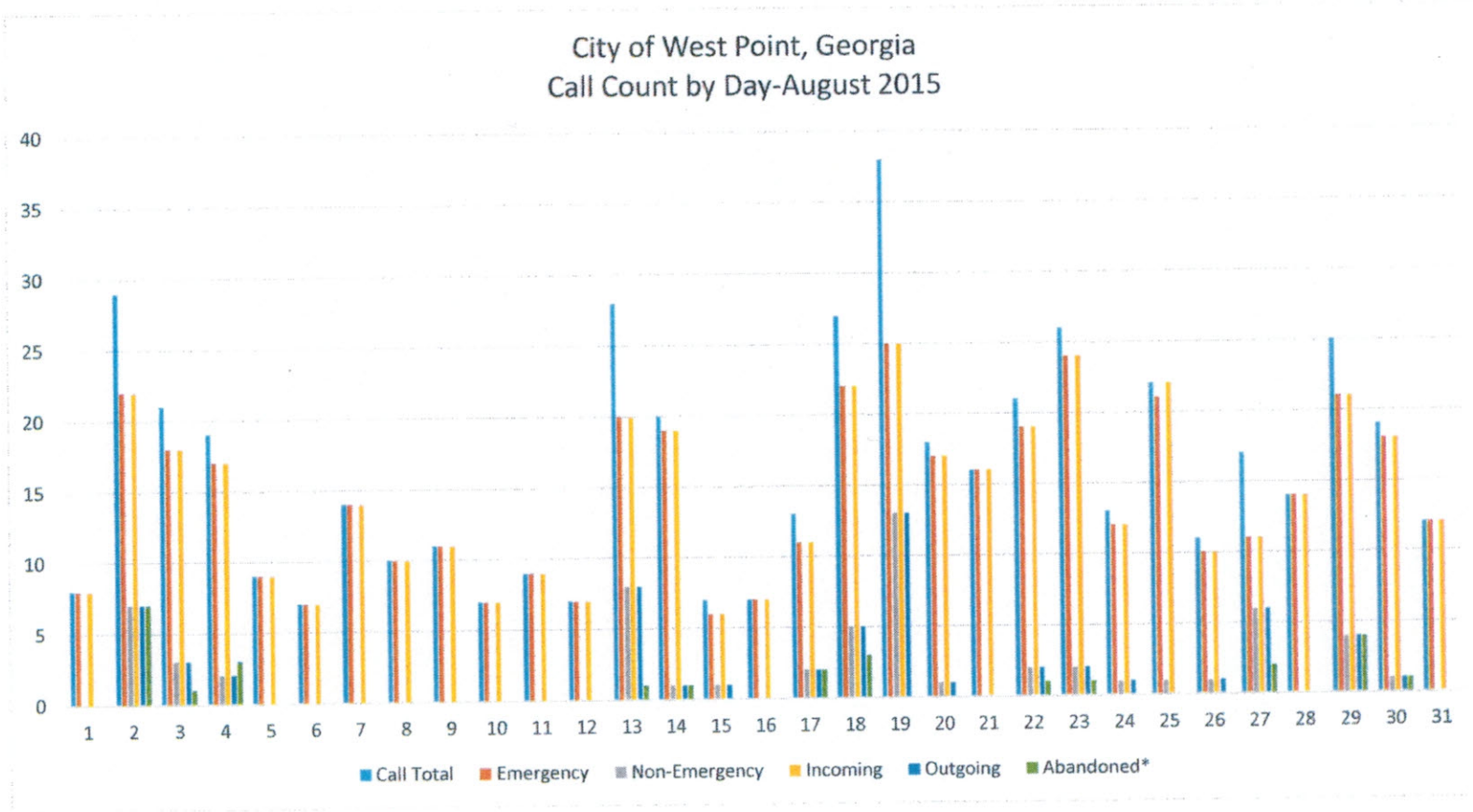
| Court Services | RECEIVED | SERVED |
|---|---|---|
| Civil Papers | 0 | 0 |
| Subpoenas | 0 | 0 |
| Warrants | 46 | 39 |

| Accident Reports | ALL | CRASH | PRIV PROP |
|---|---|---|---|
| | 17 | 12 | 5 |

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

| | Daily | Call Category | | Call Origin | | |
|---|---|---|---|---|---|---|
| | Call Total | Emergency | Non-Emergency | Incoming | Outgoing | Abandoned* |
| 1 | 8 | 8 | 0 | 8 | 0 | 0 |
| 2 | 29 | 22 | 7 | 22 | 7 | 7 |
| 3 | 21 | 18 | 3 | 18 | 3 | 1 |
| 4 | 19 | 17 | 2 | 17 | 2 | 3 |
| 5 | 9 | 9 | 0 | 9 | 0 | 0 |
| 6 | 7 | 7 | 0 | 7 | 0 | 0 |
| 7 | 14 | 14 | 0 | 14 | 0 | 0 |
| 8 | 10 | 10 | 0 | 10 | 0 | 0 |
| 9 | 11 | 11 | 0 | 11 | 0 | 0 |
| 10 | 7 | 7 | 0 | 7 | 0 | 0 |
| 11 | 9 | 9 | 0 | 9 | 0 | 0 |
| 12 | 7 | 7 | 0 | 7 | 0 | 0 |
| 13 | 28 | 20 | 8 | 20 | 8 | 1 |
| 14 | 20 | 19 | 1 | 19 | 1 | 1 |
| 15 | 7 | 6 | 1 | 6 | 1 | 0 |
| 16 | 7 | 7 | 0 | 7 | 0 | 0 |
| 17 | 13 | 11 | 2 | 11 | 2 | 2 |
| 18 | 27 | 22 | 5 | 22 | 5 | 3 |
| 19 | 38 | 25 | 13 | 25 | 13 | 0 |
| 20 | 18 | 17 | 1 | 17 | 1 | 0 |
| 21 | 16 | 16 | 0 | 16 | 0 | 0 |
| 22 | 21 | 19 | 2 | 19 | 2 | 1 |
| 23 | 26 | 24 | 2 | 24 | 2 | 1 |
| 24 | 13 | 12 | 1 | 12 | 1 | 0 |
| 25 | 22 | 21 | 1 | 22 | 0 | 0 |
| 26 | 11 | 10 | 1 | 10 | 1 | 0 |
| 27 | 17 | 11 | 6 | 11 | 6 | 2 |
| 28 | 14 | 14 | 0 | 14 | 0 | 0 |
| 29 | 25 | 21 | 4 | 21 | 4 | 4 |
| 30 | 19 | 18 | 1 | 18 | 1 | 1 |
| 31 | 12 | 12 | 0 | 12 | 0 | 0 |
| | | 444 | 61 | 445 | 60 | 27 |
| Total | 505 | 505 | | 505 | | 27 |

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


City of West Point, Georgia
Call Count by Day-August 2015
40
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 31
Call Total
Emergency
Non-Emergency
Incoming
Outgoing
Abandoned*

# Public Works Department Activity Report
# July 2015

Preventive maintenance on storm water collection system

Patch with 11 tons

Haul dirt to land field # 2

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

Trim limbs on the R-O-W

Service and repair Equip.

Clean up in town area

Clean recycle area on Stateline Road

Work at 1506 Bld. HWY. 29

Cut and pick up trash on R-O-W

Cut and clean in Cementary

Clean up after high wind event

# Public Works Department Activity Report
# August 2015

Preventive maintenance on storm water collection system

Patch with 3 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

Cut and clean in Cemetery

Replace storm drain pipe

Cut Kia Parkway and Boulevard

Get new striping machine

# *August 2015 Utility Department Reports*

## ***Gas Department/Utility Protection***

For the month of ***August***, ***2015***

| Task Desc | Gas Crew & Utility Protection | Field Customer Service | Department Total |
|---|---|---|---|
| LOCATE UNDERGROUND UTILITIES | 12 | 0 | 12 |
| PULL GAS METER | 2 | 0 | 2 |
| INVESTIGATE A REPORTED GAS LEAK | 1 | 0 | 1 |
| RESTAKE UG LOCATES | 3 | 0 | 3 |
| TURN ON UTILITIES | 0 | 1 | 1 |
| TURN OFF UTILITIES | 0 | 1 | 1 |
| READ-IN / READ-OUT UTILITIES | 0 | 1 | 1 |
| **GRAND TOTAL** | **18** | **3** | **21** |

## ***Power & Lights***

For the month of ***August***, ***2015***

| Task Desc | Electric Crew | Department Total |
|---|---|---|
| CHANGE METER | 6 | 6 |
| REPAIR STREET LIGHT | 9 | 9 |
| REPAIR SECURITY LIGHT | 1 | 1 |
| INSTALL SECURITY LIGHT | 4 | 4 |
| POWER OUTAGE | 5 | 5 |
| REPAIR SERVICE LINE | 2 | 2 |
| INSTALL NEW ELECTRIC SERVICE | 2 | 2 |
| REPAIR TRAFFIC LIGHT (CITY) | 2 | 2 |
| MISCELLANEOUS-POWER | 21 | 21 |
| **GRAND TOTAL** | **52** | **52** |

## ***SERVICE TRUCK***

For the month of ***August***, ***2015***

| Task Desc | Field Customer Service | Department Total |
|---|---|---|
| CITY HALL WORK ORDER | 59 | 59 |
| **GRAND TOTAL** | **59** | **59** |

# *August 2015 Utility Department Reports*

## ***Sewer Department***

For the month of ***August***, ***2015***

| Task Desc | Sewer Crew | Department Total |
|---|---|---|
| SEWER BACK UP | 1 | 1 |
| **GRAND TOTAL** | **1** | **1** |

## ***Water Distribution***

For the month of ***August***, ***2015***

| Task Desc | Water Distribution Crew | Department Total |
|---|---|---|
| MISCELLANEOUS-WATER | 10 | 10 |
| CHANGE METER | 1 | 1 |
| REPAIR LEAK IN SERVICE LINE | 2 | 2 |
| REPAIR LEAK IN MAIN LINE | 1 | 1 |
| INVESTIGATE WATER LEAK | 7 | 7 |
| **GRAND TOTAL** | **21** | **21** |

## Water Treatment Plant
## August, 2015

**43,701,000 Gallons Withdrawn From River (Average 1,409,709 GPD) 78% of Permit Limit**

**Highest Day Withdrawal was on August 11th. The amount was 1,904,000 Gallons. This is 93% of Permit Limit.**

**42,653,000 Gallons Pumped to System (Average 1,334,000 GPD)**

## Wastewater Treatment Plant
## August, 2015

**35,215,000 Gallons Discharged to the River (Average 1,135,967 GPD)**

# NEW BUSINESS

**CITY OF WEST POINT**
**Electric Service Tariff**

# DISTRIBUTED GENERATION TARIFF

| PAGE | EFFECTIVE DATE | REVISION | PAGE NO. |
|---|---|---|---|
| 1 of 2 | Bills Rendered for the Month of September, 2015 | 20150909 | _.00 |

**AVAILABILITY:**

Applicable to Customers in all areas served by the City of West Point (the City) and subject to its service rules, regulations, terms, policies and procedures, as amended from time to time, which are incorporated herein by this reference, and desiring to sell electrical energy to the City produced by a distributed generation facility, which must be eligible for participation subject to the terms and provisions of The Georgia Cogeneration and Distributed Generation Act of 2001 or successor legislation (the "DG Act"). Customer account(s) must be in good standing.

A distributed generation facility must:

1. Be owned (or leased) and operated by an existing Customer for production of electric energy, and
2. Be located on the Customer's premises, and
3. Be connected to and operate in parallel with the City's distribution facilities, and
4. Be intended primarily to offset part or all of the Customer's generator's requirement for electricity, and
5. Have peak generating capacity of not more than 10 kW for residential applications and not more than 125% of actual or expected maximum annual peak demand of the premise for commercial applications.
6. Use solar photovoltaic system, wind, fuel cell, or hydro generation

**MONTHLY METERING CHARGE:**

**Bi-Directional Metering Charge ..... $2.50 per month**

**Single Directional**
**Single-Phase ..... $4.50 per month**
**Poly-phase .....$11.00 per month**

The City Electric Department will install single directional metering or bi-directional metering depending on the Customer's method of installation. All installed costs for metering and associated equipment will be paid by the Customer at the time service is initiated under this policy.

Bi-directional metering is defined as measuring the amount of electricity supplied by the City and the amount fed back to the City by the Customer's distributed generation facility during the billing period using the same meter. Bi-directional metering shall be used where distributed generation facilities are connected to the City on the Customer's side of the Customer's meter.

Single directional metering shall be defined as measuring electricity produced or consumed during the billing period, in accordance with normal metering practices. Single directional metering shall be used where distributed generation facilities are connected to the City's distribution system on the City's side of the Customer's meter.

**MONTHLY CAPACITY COST:**

The City requires each Customer with a distributed generation facility to pay the monthly Stand-By Capacity charges based on the installed Nameplate Capacity Rating (in kW) of the Customer's system.

**Residential & Housing Authority..... $10.22 per kW per month**
**Small Commercial ..... $14.19 per kW per month**
**Medium Commercial ..... $17.25 per kW per month**
**Large Commercial ..... $16.76 per kW per month**
**Demand Rates (if applicable) ..... charge does not apply**

# DISTRIBUTED GENERATION TARIFF (Continued)

| PAGE | EFFECTIVE DATE | REVISION | PAGE NO. |
|---|---|---|---|
| 2 of 2 | Bills Rendered for the Month of September, 2015 | 20150909 | _.10 |

**PAYMENT FOR ENERGY:**

Bi-directional metering

1. When electricity supplied by the City exceeds electricity generated by the Customer's distributed generation, the electricity shall be billed by the City in accordance with the applicable tariff(s).
2. When electricity generated by the Customer's distributed generation system exceeds electricity supplied by the City, the Customer shall be billed for the customer charges as described in the standard rate for that billing period and credited for excess kWh generated during the billing period at the City's avoided energy cost.

Single directional metering

1. For kWh's generated by Customer's distributed generation facility, Customer shall be compensated at the City's avoided cost of energy (kWh) as determined by the City. The City will only compensate Customer for avoided energy kWh's as determined by metered energy delivered to the City's distribution system.
2. The Customer's net bill will be calculated using the City calculation for avoided energy cost (as described below) credited to the Customer, netted against the billing period charges for the Customer's regular service (according to the applicable tariff) based on actual metered energy.

Avoided Energy Cost

Payments by the City to the Customer for the billing period metered avoided energy kWh's will be computed by the City in its sole discretion based on the average monthly wholesale market price as determined by the Municipal Electric Authority of Georgia (MEAG Power), the City's Wholesale Energy provider.

In the event Customer develops a credit balance during a billing period, the amount will remain as a credit on the Customer's account. Credit balances remaining at the end of the City's fiscal year will be cleared by the issuance of a check for the credit balance to Customer. Any other clearance of account credit balances will be at the City's discretion.

**SAFETY, POWER QUALITY, AND INTERCONNECTION REQUIREMENTS:**

The Customer shall be responsible for ensuring a safe and reliable interconnection with the City and all costs incurred therein. The City has available, upon request, the following documents that must be completed and approved in their entirety prior to interconnection by the Customer to the City's distribution system:

1. Application for Interconnection of Distributed Generation Facility
2. Interconnection Agreement

The provisions in all documents outlined above are incorporated into this Tariff in their entirety. For the avoidance of doubt, Customer shall be deemed to have agreed to such provisions by applying for service under this Tariff.

The City will only be required to purchase energy from eligible distributed generation facilities on a first-come, first-served basis until the cumulative generating capacity of all renewable energy sources from all Customers equals the percentage of the City's annual peak demand in the previous year as set forth in O.C.G.A. § 46-3-56(a). Additional energy may be purchased by the City at its sole discretion at a cost agreed to by it and the Customer provider. The City shall at no time be required to purchase energy from Customers in excess of amounts required by the DG Act.

The City reserves the right to separate the Customer generator's equipment from City lines and facilities when, in the City's judgment, the continued parallel operation is unsafe or may cause damage to persons or property. Upon such separation, the City shall promptly notify the Customer generator so that any unsafe condition can be corrected.

# Interconnection Application & Agreement – Level 1

*City of West Point, GA*

***PRIOR TO INSTALLATION OR MODIFICATION***

*» Complete, sign and submit to West Point City Hall*

**Customer Information**

Account Name _____

Account # _____ ☐ Existing Service ☐ New Service

Contact Name _____ Day Phone _____

Email _____ Evening Phone _____

Service Address _____
(Street) (City) (State) (Zip)

Mailing Address _____
(Street/PO Box) (City) (State) (Zip)

Contractor _____ Office Phone _____

Contact Name _____ Cell Phone _____

Email _____

Nameplate amperage of existing service _____

Voltage at point of interconnection _____ ☐ Single Phase ☐ Three Phase

**Generating Facility Information**

☐ New Installation ☐ Modification ☐ New Owner of existing facility (you may skip below)

Type of generator ☐ PV ☐ Wind ☐ Other (describe) _____

Location on property _____ Electrical Permit # _____

Generating capacity (kW – DC) _____ Battery backup? ☐ Yes ☐ No

Generator (PV panel, qty, mfr, model, watts, etc.) _____

Inverter (qty, mfr, model, watts, volts) _____

Cost of system including installation _____

# Terms and Conditions

## 1. CUSTOMER'S RESPONSIBILITIES

1.1. Customer shall design, install, inspect, operate, and maintain an electric generation system in accordance with all applicable laws and regulations, including, but not limited to, all safety, power quality, and interconnection requirements established by the National Electrical Code, National Electrical Safety Code, the Institute of Electrical and Electronics Engineers, and Underwriters Laboratories. Customer shall remain responsible for its electric generation system up through the point of common coupling, and _____ (the Utility) shall bear no liability or responsibility for the same.

1.2. Customer is responsible for obtaining all required permits & approvals for the Customer-owned and operated electric generation system and is responsible for the actions of contractors or other agents hired by the Customer for design and installation of the system.

## 2. INTERCONNECTION

A separate Application and Agreement shall be entered into for each electrical service location of the Customer. The Applicant may operate the Generating Facility and interconnect with the Utility's Electrical Distribution System once all of the following have occurred:

2.1 The Generating Facility has been inspected and approved by the appropriate local electrical code authority, and the Applicant has provided documentation of the approval to the Utility, and

2.2 The Utility has either:

2.2.1 Inspected the Generating Facility and has found that the Generating Facility complies with all Level 1 technical screens and applicable UL and IEEE standards; or

2.2.2 Explicitly waived the right to inspect the Generating Facility.

Once the Customer's generation system is in operation, the Customer shall make no changes or modifications to the equipment, wiring, or the mode of operation without the prior approval of the Utility. General maintenance and replacement of previously installed parts does not require prior Utility approval.

## 3. SAFE OPERATIONS AND MAINTENANCE

The Interconnection Customer shall be fully responsible to operate, maintain, and repair the Generating Facility as required to ensure that it complies at all times with IEEE Standard 1547. The Utility reserves the right to review the Generating Facility's maintenance program. Maintenance records of the Generating Facility's equipment pertinent to interconnected operation shall be made available to the Utility upon request.

## 4. NET METERING AND BILLING

4.1 The Utility shall measure the net electricity produced or consumed by the Customer during each billing period, in accordance with the Utility's normal metering practices.

4.2 If the electricity supplied by the Utility exceeds the electricity generated by the Customer, then the Customer shall be billed for the net electricity supplied by the Utility, at the rate and with the same customer charge(s) paid by other customers of the Utility in the same rate class.

4.3 If the electricity generated by the Customer exceeds electricity consumed by the Customer and is distributed back to the Utility during the billing period, then the Customer; (i) shall be billed for the same customer charge(s) paid by other customers of the Utility in the same rate class; and shall be credited for the net excess kilowatt-hours generated during the billing period, under the Utility's Distributed Generation Rate Tariff.

## 5. INTERRUPTION OR REDUCTION OF DELIVERIES

The Utility may temporarily disconnect the Generating Facility upon the following conditions:

a. For scheduled outages upon reasonable notice.

b. For unscheduled outages or emergency conditions.

c. If the Generating Facility does not operate in the manner consistent with these terms and conditions of the Agreement.

The Utility shall inform the Interconnection Customer in advance of any scheduled disconnection, or as is reasonable after an unscheduled disconnection.

## 6. ACCESS TO PREMISES

The Utility shall have 24-hour access to the Generating Facility's premises and/or property, including the metering equipment. The Utility shall provide reasonable notice to the Interconnection Customer when possible prior to using its right of access.

## 7. INDEMNITY AND LIABILITY

7.1. The Customer hereby indemnifies and agrees to hold harmless and release the City and its elected officials, officers, employees and agents and each of the heirs, personal representatives, successors and assigns of any of the foregoing, (collectively, the "Indemnities") from and against any and all losses, claims, damages, costs, demands, fines, judgments, penalties, obligations, payments and liabilities, together with any costs and expenses (including without limitation attorneys' fees and out-of-pocket expenses and investigation expenses) incurred in connection with any of the foregoing, resulting from, relating to or arising out of or in connection with: (i) any failure or abnormality in the operation of the Customer's electrical generation system, interconnection facilities or any related equipment or wiring; (ii) any failure of the Customer to comply with the standards, specifications, or requirements referenced in this Agreement (including appendices hereto) which results in abnormal voltages or voltage fluctuations, abnormal changes in the harmonic content of its generating facility output, single phasing, or any other abnormality related to the quantity or quality of the power produced by Customer's electrical generation system, interconnection facilities or any related equipment or wiring; (iii) any failure of the Customer to duly perform or observe any term, provision, covenant, agreement or condition hereunder to be performed by or on behalf of the Customer or (iv) any negligence or intentional misconduct of Customer related to operation of its electrical generation system, interconnection facilities or any related equipment or wiring.

7.2. As between the Parties and solely for the purpose of effectuating the indemnities contained in section 7, Customer expressly waives any immunity, defense or protection that may be granted to it under any industrial insurance, workers' compensation or similar laws of the State of Georgia. This section shall not be interpreted or construed as a waiver of Customer's right to assert any such immunity, defense or protection directly against any of its own employees or such employee's estate or other representatives.

7.3. Initialed by:

Customer _____ Utility _____

## 8. INSURANCE

The Interconnection Customer is not required to provide general liability insurance coverage as part of this Agreement, or through any other Utility requirement.

## 9. FORCE MAJEURE

9.1 Suspension of Obligations. Neither Party shall be liable to the other for, or be considered to be in breach of or default under this Agreement because of any failure or delay in performance by such Party under this Agreement to the extent such failure or delay is caused by or results from any such cause or condition which is beyond such Party's reasonable control, or which such Party is unable to prevent or overcome by exercise of reasonable diligence (any such cause or condition, a "Force Majeure").

9.2 Notice; Required Efforts to Resume Performance. Any Party claiming Force Majeure shall give the other Party maximum practical advance notice of any failure or delay resulting from a Force Majeure, and shall use its reasonable best efforts to overcome the Force Majeure and to resume performance as soon as possible; provided however, that nothing in this Agreement shall be construed to require either Party to settle any labor dispute in which it may be involved.

9.3 No Excuse of Payment Obligations. Notwithstanding any other provision of this Agreement, in no event shall a Force Majeure excuse a Party's failure to pay any amounts due and owing to the other Party under or pursuant to this Agreement.

## 10. ASSIGNMENT

The Customer shall notify the Utility within thirty (30) days of sale or transfer of the Generating Facility to another owner. For a Generating Facility offsetting part or the entire load of a utility customer at a given site, that customer is the Interconnection Customer and that customer may assign its Interconnection Agreement to a subsequent occupant of the site. For a Generating Facility providing energy directly to a Utility, the Interconnection Customer is the owner of the Generating Facility and that owner may assign its Interconnection Agreement to a subsequent owner of the Generating Facility. Assignment is only effective after the assignee provides written notice of the assignment to the Utility and agrees to accept the Interconnection Customer's responsibilities under the Interconnection Agreement.

## 11. ENTIRE AGREEMENT

This Agreement sets forth the entire agreement of the Parties, and the rights and obligations of the Parties hereunder shall be subject to and governed by this Agreement.

## 12. GOVERNING LAW; VENUE

This Agreement shall be governed by and construed in accordance with the laws of the State of Georgia (regardless of the laws that might otherwise govern under applicable principles of conflicts of law of such state). Venue for any action arising under or in connection with this Agreement shall be in the Superior Court Troup County Georgia.

## 13. AMENDMENT; MODIFICATIONS OR WAIVER

Any amendments or modifications to this Agreement shall be in writing and agreed to by both Parties. The failure of any Party at any time to require performance of any provision hereof shall in no manner affect the right at a later time to enforce the same. No waiver by any Party of the breach of any term or covenant contained in this Agreement, whether by conduct or otherwise, shall be deemed to be construed as a further or continuing waiver of any such breach or waiver of the breach of any other term or covenant unless such waiver is in writing.

## 14. NOTICES AND OTHER COMMUNICATIONS

Notice Methods and Addresses. All notices, requests, demands and other communications required or permitted to be given under this Agreement shall be given in writing (i) by personal delivery, (ii) by recognized overnight air courier service, (iii) by United States postal service, postage prepaid, registered or certified mail, return receipt requested, (iv) by facsimile transmission, using facsimile equipment providing written confirmation of successfully completed transmission to the receiving facsimile number, or (v) email. If notice or communications are provided via email, proof of receipt from the recipient such as a reply email is required. Physical written notice is the preferred method. All notices to either Party shall be made to the addresses set forth below. Any notice shall be deemed to have been given on the date delivered, if delivered personally, by overnight air courier service or by facsimile transmission; or, if mailed, shall be deemed to have been given on the date shown on the return receipt as the date of delivery or the date on which the United States postal service certified that it was unable to deliver, whichever is applicable.

## 15. TERMINATION

15.1 This Agreement may be terminated under the following conditions:

i. By the Interconnection Customer: By providing written notice to the Utility.

ii. By the Utility: If the Generating Facility fails to operate for any consecutive 12-month period or the Interconnection Customer fails to remedy a violation of these terms and conditions of the Agreement.

15.2 Permanent Disconnection: In the event the Agreement is terminated, the Utility shall have the right to disconnect its facilities or direct the Interconnection Customer to disconnect its Generating Facility.

15.3 Survival Rights: This Agreement shall continue in effect after termination to the extent necessary to allow or require either Party to fulfill rights or obligations that arose under the Agreement.

**Applicant Signature**

I hereby certify that, to the best of my knowledge, the information provided in this application is true. I agree to abide by the Terms and Conditions for a Level 1 Interconnection Agreement, provided on the preceding pages.

Signed _____ Date: _____

Name (print) _____

Title _____

Operation is contingent on Utility approval to interconnect the Generating Facility.

**Utility Signature**

Interconnection of the Generating Facility is approved contingent upon the Terms and Conditions for a Level 1 Interconnection Agreement, provided on the preceding pages.

Signed _____ Date _____

Title _____ Service Request # _____

Utility waives inspection/witness test? ☐ Yes ☐ No

**Certificate of Completion**

After _____ approval and signature (above), the Customer must notify _____ when the installation is complete and provide documentation of electrical permit approval.

**APPLICATION SUBMITTALS CHECKLIST**

- ☐ Completed & signed Interconnection Application & Agreement (must initial Section 7.3, p. 3)
- ☐ One-Line Electrical Diagram
- ☐ Inverter Specification Sheet

## PT32.1 - Computation of MILLAGE RATE ROLLBACK AND PERCENTAGE INCREASE IN PROPERTY TAXES - 2015

COUNTY: Troup/Harris | TAXING JURISDICTION: City of West Point

### INFORMATION FOR THE SHADED PORTIONS OF THIS SECTION MUST BE ENTERED

**This information will be the actual values and millage rates certified to the Department of Revenue for the applicable tax years.**

| DESCRIPTION | 2014 DIGEST | REASSESSMENT OF EXISTING REAL PROP | OTHER CHANGES TO TAXABLE DIGEST | 2015 DIGEST |
|---|---|---|---|---|
| REAL | 83,244,024 | 2,785,707 | 3,852,938 | 89,882,669 |
| PERSONAL | 208,582,946 | | 66,819,465 | 275,402,411 |
| MOTOR VEHICLES | 4,716,240 | | -857,040 | 3,859,200 |
| MOBILE HOMES | 2,568 | | 0 | 2,568 |
| TIMBER -100% | | | 0 | |
| HEAVY DUTY EQUIP | | | 50,626 | 50,626 |
| | | | | |
| GROSS DIGEST | 296,545,778 | 2,785,707 | 69,865,989 | 369,197,474 |
| EXEMPTIONS | 153,396,236 | 0 | 65,717,659 | 219,113,895 |
| NET DIGEST | 143,149,542 | 2,785,707 | 4,148,330 | 150,083,579 |
| FLPA Reimbursement Value | | | 0 | |
| Adjusted NET DIGEST | 143,149,542 | 2,785,707 | 4,148,330 | 150,083,579 |
| | (PYD) | (RVA) | (NAG) | (CYD) |
| 2014 MILLAGE RATE >>> | 9.525 | 2015 PROPOSED MILLAGE RATE >>> | | 9.525 |

### THIS SECTION WILL CALCULATE AUTOMATICALLY UPON ENTRY OF INFORMATION ABOVE

| DESCRIPTION | ABBREVIATION | AMOUNT | FORMULA |
|---|---|---|---|
| | | | |
| 2014 Net Digest | PYD | 143,149,542 | |
| Net Value Added-Reassessment of Existing Real Property | RVA | 2,785,707 | |
| Other Net Changes to Taxable Digest | NAG | 4,148,330 | |
| 2015 Net Digest | CYD | 150,083,579 | (PYD+RVA+NAG) |
| | | | |
| 2014 Millage Rate | PYM | 9.525 | |
| Millage Equivalent of Reassessed Value Added | ME | 0.177 | (RVA/CYD) * PYM |
| Rollback Millage Rate for 2015 | RR | 9.348 | PYM - ME |

### COMPUTATION OF PERCENTAGE INCREASE IN PROPERTY TAXES

If the 2015 Proposed Millage Rate for this Taxing Jurisdiction exceeds Rollback Millage Rate computed above, this section will automatically calculate the amount of increase in property taxes that is part of the notice required in O.C.G.A. Section 48-5-32.1(c) (2)

| | |
|---|---|
| **Rollback Millage Rate** | 9.348 |
| **2015 Millage Rate** | 9.525 |
| **Percentage Increase** | 1.89% |

### CERTIFICATIONS

I hereby certify that the amount indicated above is an accurate accounting of the total net assessed value added by the reassessment of existing real property for the tax year for which this rollback millage rate is being computed.

Chairman, Board of Tax Assessors _____ Date _____

I hereby certify that the values shown above are an accurate representation of the digest values and exemption amounts for the applicable tax years.

Tax Collector or Tax Commissioner _____ Date _____

I hereby certify that the above is a true and correct computation of the rollback millage rate in accordance with O.C.G.A. Section 48-5-32.1 for the taxing jurisdiction for tax year 2015 and that the final millage rate set by the authority of this taxing jurisdiction for tax year 2015 is _____

**CHECK THE APPROPRIATE PARAGRAPH BELOW THAT APPLIES TO THIS TAXING JURISDICTION**

____ If the final millage rate set by the authority of the taxing jurisdiction for tax year 2015 exceeds the rollback rate, I further certify that the required advertisements, notices, and public hearings have been conducted in accordance with O.C.G.A. Sections 48-5-32 and 48-5-32.1 as evidenced by the attached copies of the published five year history and current digest advertisement, the "Notice of Intent to Increase Taxes" showing the times and places when and where the required public hearings were held, and a copy of the press release provided to the local media.

____ If the final millage rate set by the authority of the taxing jurisdiction for tax year 2015 does not exceed the rollback rate, I further certify that the required five year history and current digest advertisement have been published in accordance with O.C.G.A. Section 48-5-32 as evidenced by the attached copy of such advertised report.

Signature of Responsible Party _____ Title _____ Date _____

# NOTICE

The Mayor and City Council of the City of West Point Georgia does hereby announce that the millage rate will be set at the meeting to be held on Monday, September 14, 2015 at 6:00 p.m. in Council Chambers at West Point City Hall 730 1st Avenue, West Point, Georgia. Pursuant to the requirements of O.C.G.A. Section 48-5-32 does hereby publish the following presentation of the current year's tax digest and levy, along with the history of the tax digest and levy for the past five years.

| | | | | | | Rollback Rate | Increase |
|---|---|---|---|---|---|---|---|
| ***City of West Point*** | 2010 | 2011 | 2012 | 2013 | 2014 | **2015** | **2015** |
| Real & Personal | $428,524,949 | $503,822,797 | $267,795,433 | $298,899,985 | $291,826,970 | **$365,285,080** | **$365,285,080** |
| Motor Vehicles | $4,597,750 | $4,560,630 | $5,071,740 | $5,555,850 | $4,716,240 | **$3,859,200** | **$3,859,200** |
| Mobile Homes | $3,841 | $3,841 | $2,568 | $2,568 | $2,568 | **$2,568** | **$2,568** |
| Timber 100% | - | $41,100 | - | - | - | **-** | **-** |
| Heavy Duty Equipment | $0 | $0 | $154,684 | $5,600 | $0 | **$50,626** | **$50,626** |
| Gross Digest | $433,126,540 | $508,428,368 | $273,024,425 | $304,464,003 | $296,545,778 | **$369,197,474** | **$369,197,474** |
| Less M&O Exemptions | $323,546,252 | $369,176,346 | $125,908,335 | $156,884,101 | $153,396,236 | **$219,113,895** | **$219,113,895** |
| Net M&O Digest | $109,580,288 | $139,252,022 | $147,116,090 | $147,579,902 | $143,149,542 | **$150,083,579** | **$150,083,579** |
| Gross M&O Millage | 15.581 | 14.757 | 14.113 | 14.509 | 14.081 | **14.128** | **14.305** |
| Less Rollbacks | 5.8 | 4.976 | 4.521 | 4.984 | 4.556 | **4.780** | **4.780** |
| Net M&O Millage | 9.781 | 9.781 | 9.592 | 9.525 | 9.525 | **9.348** | **9.525** |
| Net Taxes Levied | $1,071,805 | $1,362,024 | $1,411,138 | $1,415,586 | $1,363,499 | **$1,402,981** | **$1,429,546** |
| Net Tax $ Increase | $81,436 | $290,219 | $49,114 | $4,449 | -$52,087 | **$39,482** | **$66,047** |
| Net Tax % Increase | 7.60% | 21.31% | 3.48% | 0.70% | -3.82% | **2.81%** | **4.62%** |

September 14, 2015

Three Rivers Regional Commission
13273 GA-34
Franklin, GA 30217

RE: Comprehensive Plan Update Submittal

The City of West Point has completed an update of its comprehensive plan and is submitting it with this letter for review by the Three Rivers Regional Commission and the Department of Community Affairs.

I certify that we have held the required public hearings and have involved the public in development of the plan in a manner appropriate to our community's dynamics and resources. Evidence of this has been included with our submittal.

I certify that appropriate staff and decision-makers have reviewed both the Regional Water Plan covering our area and the Rules for Environmental Planning Criteria (O.C.G.A. 12-2-8) and taken them into consideration in formulating our plan.

If you have any questions concerning our submittal, please contact Sara Thompson at (706) 645-3090 / sarathompson@cityofwestpointga.com.

Sincerely,

Mayor A. Drew Ferguson, IV
City of West Point, GA

Enclosures

# INFORMATION

**Kristin Lester**

**Subject:** FW: GMEBS Valuation Report - West Point
**Attachments:** City of West Point Act Val as of 7_1_2015 - PDF.PDF

---

**From:** ValuationReport on Behalf of Marinetty Bienvenu [mailto:valuationreport@gmanet.com]
**Sent:** Friday, August 21, 2015 3:54 PM
**To:** 'rmccoy@cityofwestpointga.com'
**Cc:** Ed Moon; 'vnieves@cityofwestpointga.com'
**Subject:** GMEBS Valuation Report - West Point

Attached please find the 2015 GMEBS Retirement Plan actuarial valuation. Section 4 of the valuation provides information to assist your auditor in complying with Governmental Accounting Standards Board (GASB) Statements 67/68.

The GMEBS Board adopted a new administrative fee structure to be effective January 1, 2016. This is also reflected in the actuarial valuation.

This e-mail address does not accept responses but if you would like to contact me via e-mail, please do so at mbienvenu@gmanet.com .

Personalized pension statements will follow separately via US mail next month.

**Linda Williams**

Office: 678-686-6219 ♦ Fax: 678-686-6319
www.gmanet.com

READER ADVISORY NOTICE: **This information is intended only for the individual named above. If you received this in error, please call 404-688-0472 to notify the sender, and then delete the email without printing, copying or retransmitting it.** In addition, be advised that Georgia has a very broad open records law and that your email communications with GMA may be subject to public disclosure.

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*The numbers shown in Exhibit 1 are based on a March 31, 2015 measurement date which would make them applicable to the Fiscal Year beginning January 1, 2015 and ending December 31, 2015.*

**EXHIBIT 1**

**Net Pension Liability**

**A. Changes in the Net Pension Liability**

| | Total Pension Liability (TPL) (a) | Fiduciary Net Position (FNP) (b) | Net Pension Liability (NPL) (a) - (b) |
|---|---|---|---|
| Balances at March 31, 2014* | $8,791,569 | $5,812,881 | $2,978,688 |
| Changes for the year: | | | |
| Service cost | 243,041 | -- | 243,041 |
| Interest | 657,284 | -- | 657,284 |
| Differences between expected and actual experience | 10,695 | -- | 10,695 |
| Contributions – employer | -- | 336,934 | (336,934) |
| Contributions – employee | -- | 146,066 | (146,066) |
| Net investment income | -- | 552,753 | (552,753) |
| Benefit payments, including refunds of employee contributions | (620,963) | (620,963) | -- |
| Administrative expense | -- | (16,448) | 16,448 |
| Other | 794 | -- | 794 |
| Net changes | 290,851 | 398,342 | (107,491) |
| Balances at March 31, 2015** | $9,082,420 | $6,211,223 | $2,871,197 |

**B. Sensitivity of the Net Pension Liability to Changes in the Discount Rate**

| 1% Decrease (6.75%) | Current Discount Rate (7.75%) | 1% Increase (8.75%) |
|---|---|---|
| $3,886,394 | $2,871,197 | $2,016,207 |

** Entry Age Normal liabilities calculated using ages and service amounts as of July 1, 2014 are used to measure TPL as of March 31, 2014. The balances as of March 31, 2014 constitute measurements of the NPL for the fiscal year ending December 31, 2014.*

*** Entry Age Normal liabilities calculated using ages and service amounts as of July 1, 2015 are used to measure TPL as of March 31, 2015. The balances as of March 31, 2015 constitute measurements of the NPL for the fiscal year ending December 31, 2015.*

*The numbers shown in Exhibit 2 are based on a March 31, 2015 measurement date which would make them applicable to the Fiscal Year beginning January 1, 2015 and ending December 31, 2015.*

**EXHIBIT 2**

**Pension Expense and Deferred Outflows/Inflows of Resources Related to Pensions**

**A. Pension expense for the year ended December 31, 2015**

| | | |
|---|---|---|
| Service cost | $243,041 | |
| Interest on TPL | 657,284 | |
| Employee contributions | (146,066) | |
| Administrative expenses | 16,448 | |
| Expected return on assets | (444,515) | |
| Expensed portion of current year period differences between expected and actual experience in TPL | 2,139 | |
| Expensed portion of current year period assumption changes | 158 | |
| Current year plan changes | - - | |
| Expensed portion of current year period differences between projected and actual investment earnings | (21,646) | |
| Current year recognition of deferred inflows and outflows established in prior years | - - | |
| Total expense | | $306,843 |

**B. Deferred outflows/inflows of resources related to pensions**

| | Deferred Outflows of Resources | Deferred Inflows of Resources |
|---|---|---|
| Differences between expected and actual experience | 8,556 | - - |
| Changes of assumptions | 636 | - - |
| Net difference between projected and actual earnings on pension plan investments | - - | (86,592) |
| Total | 9,192 | (86,592) |

## EXHIBIT 2

### Pension Expense and Deferred Outflows/Inflows of Resources Related to Pensions (continued)

**C. Projected recognition of deferred outflows/(inflows)**

| | Year Established | Outstanding Balance at January 1, 2015 | Amount Recognized During FYE December 31, 2015 | Outstanding Balance at December 31, 2015 | Deferred Outflows/(Inflows) Recognized in Future Years | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 and Thereafter |
| **Fiscal Year Outflows** | | | | | | | | | | |
| Demographic | 2015 | $10,695 | $2,139 | $8,556 | $2,139 | $2,139 | $2,139 | $2,139 | - - | - - |
| Assumption Change | 2015 | 794 | 158 | 636 | 159 | 159 | 159 | 159 | - - | - - |
| **Total Outflows** | | $11,489 | $2,297 | $9,192 | $2,298 | $2,298 | $2,298 | $2,298 | - - | - - |
| **Fiscal Year Inflows** | | | | | | | | | | |
| Investment | 2015 | ($108,238) | ($21,646) | ($86,592) | ($21,648) | ($21,648) | ($21,648) | ($21,648) | - - | - - |
| **Total Inflows** | | ($108,238) | ($21,646) | ($86,592) | ($21,648) | ($21,648) | ($21,648) | ($21,648) | - - | - - |
| **Total** | | ($96,749) | ($19,349) | ($77,400) | ($19,350) | ($19,350) | ($19,350) | ($19,350) | - - | - - |

## EXHIBIT 3

### Schedule of Changes in the Net Pension Liability and Related Ratios

| | Fiscal Year End | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | 2015 | 2014 | 2013 | 2012 | 2011 | 2010 | 2009 | 2008 | 2007 | 2006 |
| *Total pension liability* | | | | | | | | | | |
| Service cost | $243,041 | | | | | | | | | |
| Interest | 657,284 | | | | | | | | | |
| Differences between expected and actual experience | 10,695 | | | | | | | | | |
| Changes of assumptions | 794 | | | | | | | | | |
| Changes of benefit terms | - - | | (Historical information prior to implementation of GASB 67/68 is not required) | | | | | | | |
| Benefit payments, including refunds of employee contributions | (620,963) | | | | | | | | | |
| Net change in total pension liability | 290,851 | | | | | | | | | |
| Total pension liability - beginning | 8,791,569 | | | | | | | | | |
| Total pension liability - ending (a) | $9,082,420 | | | | | | | | | |
| *Plan fiduciary net position* | | | | | | | | | | |
| Contributions - employer | $336,934 | | | | | | | | | |
| Contributions - employee | 146,066 | | | | | | | | | |
| Net investment income | 552,753 | | | | | | | | | |
| Benefit payments, including refunds of employee contributions | (620,963) | | (Historical information prior to implementation of GASB 67/68 is not required) | | | | | | | |
| Administrative expense | (16,448) | | | | | | | | | |
| Other | - - | | | | | | | | | |
| Net change in fiduciary net position | 398,342 | | | | | | | | | |
| Plan fiduciary net position - beginning | 5,812,881 | | | | | | | | | |
| Plan fiduciary net position - ending (b) | $6,211,223 | | | | | | | | | |
| Net pension liability – ending: (a)-(b) | $2,871,197 | | | | | | | | | |
| Plan's fiduciary net position as a percentage of the total pension liability | 68.39% | | (Historical information prior to implementation of GASB 67/68 is not required) | | | | | | | |
| Covered-employee payroll | $3,048,579 | | | | | | | | | |
| Net pension liability as a percentage of covered-employee payroll | 94.18% | | - | - | - | - | - | - | - | - |

## EXHIBIT 4

### Schedule of Contributions

| | Fiscal Year End | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | 2015 | 2014 | 2013 | 2012 | 2011 | 2010 | 2009 | 2008 | 2007 | 2006 |
| Actuarially determined contribution | - -* | | | | | | | | | |
| Contributions in relation to the actuarially determined contribution | - -* | | | | | | | | | |
| Contribution deficiency (excess) | - -* | | | | | | | | | |
| Covered-employee payroll | - -* | | | | | | | | | |
| Contributions as a percentage of covered-employee payroll | - -* | | | | | | | | | |

(Historical information prior to implementation of GASB 67/68 is not required)

** 2015 information will be determined after fiscal year end and will be included in the 2016 valuation report.*

## EXHIBIT 5

### Notes to Schedule of Contributions

| | |
|---|---|
| Valuation Date | The actuarially determined contribution rate was determined as of July 1, 2015, with an interest adjustment to the fiscal year. Contributions in relation to this actuarially determined contribution rate will be reported for the fiscal year ending December 31, 2016. |
| *Methods and assumptions used to determine contribution rates:* | |
| Actuarial Cost Method | Projected Unit Credit |
| Amortization Method | Closed level dollar for remaining unfunded liability; see Section 5, Exhibit II for additional detail |
| Remaining Amortization Period | Remaining amortization period varies for the bases, with a net effective amortization period of 13 years |
| Asset Valuation Method | Sum of actuarial value at beginning of year and the cash flow during the year plus the assumed investment return, adjusted by 10% of the amount that the value exceeds or is less than the market value at end of year. The actuarial value is adjusted, if necessary, to be within 20% of market value. |
| Actuarial Assumptions: | |
| Net Investment Rate of Return | 7.75% |
| Projected Salary Increases | 3.25% plus service based merit increases |
| Cost of Living Adjustments | 0.00% |
| Retirement Age | See Section 5, Exhibit III for summary of assumption and Section 4, Exhibit 6 for the history of changes to this assumption, if any. |
| Mortality | See Section 5, Exhibit III for summary of assumption and Section 4, Exhibit 6 for the history of changes to this assumption, if any. |
| Other information: | See Section 4, Exhibit 6 for the history of changes to plan provisions, if any. |

## EXHIBIT 6

### Actuarial Valuation History for Notes to Schedules

*Changes of assumptions*

- As a result of the new administrative fee structure approved by the Board, the administrative expense assumption was updated for fiscal years beginning in 2016. See Section 5, Exhibit III for details.
- Amounts reported for the Fiscal Year ending in 2016 and later reflect the following assumption changes approved by the Board in December, 2014 based on the results of an actuarial experience study covering the period January 1, 2010 to June 30, 2014:
  - The mortality table for disabled participants was changed to remove the two-year set-forward for males and the one-year set-forward for females.
  - The turnover rates were updated to introduce select rates for service less than five years and to reduce the ultimate rate by 15% and to assume no turnover on and after age 55. The select period rates were further constrained to not be less than the ultimate rates.
  - The retirement rates where normal retirement is only available on or after age 65 were changed from the prior assumption of 100% at age 65 to the new assumption of 60% at ages 65 to 69 and 100% at age 70. Where normal retirement is available prior to age 65, the rates were changed from the prior assumption of 100% at earliest unreduced age, but not below age 60, to the new assumption of 10% at ages 55 to 59, 20% at age 60, 25% at age 61, 35% at age 62, 40% at age 63, 45% at age 64, 50% at ages 65 to 69, and 100% at age 70.
  - The inflation assumption was decreased from 3.50% to 3.25%.
  - The salary increase assumption was changed from select period rates during the first five years of service, followed by age-related rates to an assumption based on new service-related rates. Under the prior assumption, the salary increases ranged from 4.00% to 11.00% and included an inflation assumption of 3.50%. Under the new assumption, the salary increases range from 3.75% to 8.00% and include an inflation assumption of 3.25%.

*Benefit changes*

- There have been no changes in benefit provisions since GASB 67/68 implementation.

# THE HOUSING AUTHORITY OF THE CITY OF WEST POINT, GA
## BALANCE SHEET
## JULY 31, 2015

### Assets

| | | |
|---|---|---|
| Cash | | $ 8,428 |
| Tenant Accounts Receivable (Net) | | 9,146 |
| Investments | | 900,000 |
| Prepaid Expenses and Other Assets | | 29,961 |
| Land, Structures & Equipment | $ 12,509,425 | |
| Less: Accumulated Depreciation | (9,509,584) | |
| | | 2,999,841 |
| **Total Assets** | | **$ 3,947,376** |

### Liabilities

| | | |
|---|---|---|
| Tenant Security Deposits | $ 41,410 | |
| Accounts Payable - Vendor | 40,000 | |
| Accounts Payable - HACG | 67,445 | |
| Payment in Lieu of Taxes | 10,365 | |
| Accrued Salaries & Wages | - | |
| Accrued Compensated Absences | 38,014 | |
| Other Liabilities | 1,811 | |
| **Total Liabilities** | | **$ 199,045** |

### Surplus

| | | |
|---|---|---|
| HUD-PHA Contributed Assets | $ 2,999,841 | |
| Operating Reserve | 748,490 | |
| **Total Surplus** | | **$ 3,748,331** |
| **Total Liabilities and Surplus** | | **$ 3,947,376** |

# THE HOUSING AUTHORITY OF THE CITY OF WEST POINT, GA
## INCOME STATEMENT
### As of
### JULY 31, 2015

| | YEAR-TO-DATE | | | |
|---|---|---|---|---|
| **REVENUES** | **Actual** | **Budget** | **Favorable/ (Unfavorable) Variance** | **2016 ANNUAL BUDGET** |
| Rental Income | $ 60,610 | $ 59,251 | $ 1,359 | $ 711,010 |
| Other Income | 610 | 2,167 | (1,557) | 26,000 |
| HUD Subsidy | 82,445 | 81,833 | 612 | 981,996 |
| CFP Operating Transfer | - | - | - | - |
| **Total Revenues** | **$ 143,665** | **$ 143,251** | **$ 414** | **$ 1,719,006** |
| **EXPENSES** | | | | |
| Administrative | $ 7,311 | $ 12,083 | $ 4,772 | $ 144,995 |
| Property Mgmt/Accounting Fee/Frontline Fees | 14,596 | 14,503 | (94) | 174,030 |
| Resident Service | 627 | 1,074 | 447 | 12,882 |
| Utilities | 40,000 | 50,417 | 10,417 | 605,000 |
| Ordinary Maintenance | 16,476 | 37,031 | 20,555 | 444,371 |
| General Expenses | 18,023 | 13,604 | (4,419) | 163,246 |
| Extra-Ordinary Maintenance | - | - | - | - |
| Capital Expenditures | - | 2,917 | 2,917 | 35,000 |
| **Total Expenses** | **$ 97,033** | **$ 131,627** | **$ 34,594** | **$ 1,579,524** |
| **Net Income/ (Deficit) from Operations** | **$ 46,632** | **$ 11,624** | **$ 35,009** | **$ 139,482** |

# THE HOUSING AUTHORITY OF THE CITY OF WEST POINT, GA

## Grant Funding

## JULY 31, 2015

| Grant Funding | Program End Dates | Approved Budget | Total Obligated | Actual Expenditures | Remaining to Obligate | Remaining to Disburse |
|---|---|---|---|---|---|---|
| CFP - FY'12 (989) | 03/11/14 Obligate<br>03/12/16 Disburse | 269,087 | 269,087 | 266,637 | - | 2,450 |
| CFP - FY'13 (994 ) | 09/08/15 Obligate<br>09/08/17 Disburse | 272,761 | 139,050 | 139,050 | 133,711 | 133,711 |
| CFP - FY'14 (910 ) | 05/12/16 Obligate<br>05/12/18 Disburse | 255,916 | 39,242 | 32,417 | 216,674 | 223,499 |
| ROSS - FY'15 (938) | | 277,264 | 27,726 | 27,726 | 249,538 | 249,538 |
| **Total Grants** | | **$ 1,075,028** | **$ 475,105** | **$ 465,830** | **$ 599,923** | **$ 609,198** |

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

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 MAY 31, 2015

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

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

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

| DEVELOPMENT NAME | RENT | RETRO | MAINT | OTHER | TOTAL | COUNT |
|---|---|---|---|---|---|---|
| PINE RIDGE APARTMENTS - 741 | - | - | - | - | $ - | 0 |
| GRANT APARTMENTS - 742 | - | - | - | - | $ - | 0 |
| O.J. COOK APARTMENTS - 743 | - | - | - | - | $ - | 0 |
| O.J. COOK APARTMENTS - 744 | - | - | 156.45 | 271.72 | $ 428.17 | 1 |
| HIGGINS CIRCLE - 747 | - | - | - | - | $ - | 0 |
| TOTAL CHARGED TO COLLECTION LOSS | $ - | $ - | $ 156.45 | $ 271.72 | $ 428.17 | 1 |

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 JUNE 30, 2015

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

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

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

| DEVELOPMENT NAME | RENT | RETRO | MAINT | OTHER | TOTAL | COUNT |
|---|---|---|---|---|---|---|
| PINE RIDGE APARTMENTS - 741 | - | - | 38.65 | 61.25 | $ 99.90 | 1 |
| GRANT APARTMENTS - 742 | - | - | - | - | $ - | 0 |
| O.J. COOK APARTMENTS - 743 | - | - | - | - | $ - | 0 |
| O.J. COOK APARTMENTS - 744 | - | - | - | - | $ - | 0 |
| HIGGINS CIRCLE - 747 | - | - | - | - | $ - | 0 |
| TOTAL CHARGED TO COLLECTION LOSS | $ - | $ - | $ 38.65 | $ 61.25 | $ 99.90 | 1 |

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, 2015

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

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

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

| DEVELOPMENT NAME | RENT | RETRO | MAINT | OTHER | TOTAL | COUNT |
|---|---|---|---|---|---|---|
| PINE RIDGE APARTMENTS - 741 | 248.32 | - | 12.00 | 359.37 | $ 619.69 | 1 |
| GRANT APARTMENTS - 742 | - | - | - | - | $ - | 0 |
| O.J. COOK APARTMENTS - 743 | 882.98 | - | 12.00 | 419.29 | $ 1,314.27 | 2 |
| O.J. COOK APARTMENTS - 744 | - | - | 43.06 | 146.30 | $ 189.36 | 1 |
| HIGGINS CIRCLE - 747 | - | - | - | - | $ - | 0 |
| TOTAL CHARGED TO COLLECTION LOSS | $ 1,131.30 | $ - | $ 67.06 | $ 924.96 | $ 2,123.32 | 4 |

# FACT SHEET

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

The Housing Authority received bids on August 6, 2015 for Roof Replacement at O.J. Cook Apartments.

The work consists of replacing roofs for 19 apartment buildings and the Community building, and includes:

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

Four (4) Contractors delivered bids on-time. One (1) Contractor delivered a bid after the deadline; this bid was returned to the Contractor unopened. S. Garrett and Company of Carrollton Georgia delivered the apparent low bid of $189,925. S. Garrett and Company is a licensed General Contractor with previous experience replacing roofs for housing authorities. The Company performed projects for the Cedartown, Douglasville, and Bremen Housing Authorities. Funds for roof replacement are programmed in the 2013 and 2014 Capital Fund Program. The individual Bid Tabulation sheets follow.

## RECOMMENDATION

We respectfully recommend the Board approve the contract for Roof Replacement at O.J. Cook Apartments to the apparent low bidder, S. Garrett and Company of Carrollton Georgia for the full amount of $189,925.

# Bid Tabulation
for
## Roof Replacement at O.J. Cook Apartments

Bid Date: August 6, 2015
Time: 11:00 a.m. EST

| Contractor: | Architect: |
|---|---|
| CEILING & FLOOR RESTORATIONS, Inc.<br>11244 Waples Mill Road, Suite J-1<br>Fairfax, VA 22030<br>703-273-5666 ph<br>703-273-5777 fax | Kersey & Luttrell Architects, P.C.<br>4 Bradley Park Court, Suite 3B<br>Columbus, Georgia 31904<br>706-660-0272 ph<br>706-660-0276 fax |

| | yes | no | | yes | no | | yes | no |
|---|---|---|---|---|---|---|---|---|
| Bid Bond | X | | Non-Collusive Affidavit | X | | Statements of Bidders | X | |

BASE BID: $ 194,900.00

| ALTERNATE PROPOSALS: | | PRICE: | NEW BASE BID: |
|---|---|---|---|
| Alternate No. One: | Delete Building 1102 | Deduct: $ 6,038 | $ 188,262 |
| Alternate No. Two: | Delete Building 1201 | Deduct: $ 6,900 | $ 181,362 |
| Alternate No. Three: | Delete Building 1203 | Deduct: $ 8,338 | $ 173,024 |
| Alternate No. Four: | Delete Building 1205 | Deduct: $ 9,000 | $ 164,024 |
| Alternate No. Five: | Delete Building 1103 | Deduct: $ 10,063 | $ 153,961 |
| Alternate No. Six: | Delete Building 1204 | Deduct: $ 6,900 | $ 147,061 |
| Alternate No. Seven: | Delete Building 1202 | Deduct: $ 6,900 | $ 140,161 |
| Alternate No. Eight: | Delete Building 1200: | Deduct: $ 6,900 | $ 133,261 |

## UNIT PRICES

Unit Price A: (damaged wood decking) Price per 16 S.F. to add or delete wood decking = $ 40.00

CERTIFIED: A Kersey
Architect

DATE: 8/10/15

1503

# Bid Tabulation
for
# Roof Replacement at O.J. Cook Apartments

Bid Date: August 6, 2015
Time: 11:00 a.m. EST

| Contractor: | Architect: |
|---|---|
| GEORGE BROTHERS CONTRACTORS<br>6948 Setter Drive<br>Columbus, GA. 31909<br>706-527-1060 ph<br>762-821-1556 fax | Kersey & Luttrell Architects, P.C.<br>4 Bradley Park Court, Suite 3B<br>Columbus, Georgia 31904<br>706-660-0272 ph<br>706-660-0276 fax |

| Bid Bond | yes | no | Non-Collusive Affidavit | yes | no | Statements of Bidders | yes | no |
|---|---|---|---|---|---|---|---|---|
| | X | | | X | | | X | |

BASE BID: $ 203,232.00

| ALTERNATE PROPOSALS: | | PRICE: | NEW BASE BID: |
|---|---|---|---|
| Alternate No. One: | Delete Building 1102 | Deduct: $ 6,424.00 | $ 196,808 |
| Alternate No. Two: | Delete Building 1201 | Deduct: $ 7,884.00 | $ 188,924 |
| Alternate No. Three: | Delete Building 1203 | Deduct: $ 9,344.00 | $ 179,580 |
| Alternate No. Four: | Delete Building 1205 | Deduct: $ 9,344.00 | $ 170,236 |
| Alternate No. Five: | Delete Building 1103 | Deduct: $ 11,096.00 | $ 159,140 |
| Alternate No. Six: | Delete Building 1204 | Deduct: $ 7,884.00 | $ 151,256 |
| Alternate No. Seven: | Delete Building 1202 | Deduct: $ 7,884.00 | $ 143,372 |
| Alternate No. Eight: | Delete Building 1200: | Deduct: $ 7,884.00 | $ 135,488 |

## UNIT PRICES

Unit Price A: (damaged wood decking) Price per 16 S.F. to add or delete wood decking = $ 50.00

CERTIFIED: Kersey
Architect

DATE: 8/10/15

1503

# Bid Tabulation
for
# Roof Replacement at O.J. Cook Apartments

Bid Date: August 6, 2015
Time: 11:00 a.m. EST

| Contractor: | Architect: |
|---|---|
| KEYSTONE COMMERCIAL LLC<br>895 Carlan Rd.<br>Jasper, Georgia 30143<br>770-364-7993 | Kersey & Luttrell Architects, P.C.<br>4 Bradley Park Court, Suite 3B<br>Columbus, Georgia 31904<br>706-660-0272 ph<br>706-660-0276 fax |

| | yes | no | | yes | no | | yes | no |
|---|---|---|---|---|---|---|---|---|
| Bid Bond | X | | Non-Collusive Affidavit | X | | Statements of Bidders | X | |

BASE BID: $ 205,000.00

| ALTERNATE PROPOSALS: | | PRICE: | NEW BASE BID: |
|---|---|---|---|
| Alternate No. One: | Delete Building 1102 | Deduct: $ 5,538- | $ 199,462- |
| Alternate No. Two: | Delete Building 1201 | Deduct: $ 5964- | $ 193,498- |
| Alternate No. Three: | Delete Building 1203 | Deduct: $ 7455- | $ 186,043- |
| Alternate No. Four: | Delete Building 1205 | Deduct: $ 7,242- | $ 178,801- |
| Alternate No. Five: | Delete Building 1103 | Deduct: $ 8,946- | $ 169,855- |
| Alternate No. Six: | Delete Building 1204 | Deduct: $ 5,721- | $ 164,134- |
| Alternate No. Seven: | Delete Building 1202 | Deduct: $ 5,721- | $ 158,413- |
| Alternate No. Eight: | Delete Building 1200: | Deduct: $ 5,721- | $ 152,692- |

## UNIT PRICES

Unit Price A: (damaged wood decking) Price per 16 S.F. to add or delete wood decking = $ 25.00

CERTIFIED: Kersey
Architect

DATE: 8/10/15

1503

# Bid Tabulation
for
# Roof Replacement at O.J. Cook Apartments

Bid Date: August 6, 2015
Time: 11:00 a.m. EST

| Contractor: | Architect: |
|---|---|
| S. GARRETT and COMPANY<br>321 Old Bremen Rd.<br>Carrollton, GA 30117<br>770-838-9973 ph<br>770-401-4135 fx | Kersey & Luttrell Architects, P.C.<br>4 Bradley Park Court, Suite 3B<br>Columbus, Georgia 31904<br>706-660-0272 ph<br>706-660-0276 fax |

| | yes | no | | yes | no | | yes | no |
|---|---|---|---|---|---|---|---|---|
| Bid Bond | X | | Non-Collusive Affidavit | X | | Statements of Bidders | X | |

BASE BID: $ 189,925-

| ALTERNATE PROPOSALS: | | PRICE: | NEW BASE BID: |
|---|---|---|---|
| Alternate No. One: | Delete Building 1102 | Deduct: $ 6589- | $ 183,336- |
| Alternate No. Two: | Delete Building 1201 | Deduct: $ 6589- | $ 176,747- |
| Alternate No. Three: | Delete Building 1203 | Deduct: $ 8,511- | $ 168,236- |
| Alternate No. Four: | Delete Building 1205 | Deduct: $ 8,511- | $ 159,725- |
| Alternate No. Five: | Delete Building 1103 | Deduct: $ 10,159- | $ 149,566- |
| Alternate No. Six: | Delete Building 1204 | Deduct: $ 6,589- | $ 142,977- |
| Alternate No. Seven: | Delete Building 1202 | Deduct: $ 6,589- | $ 136,388- |
| Alternate No. Eight: | Delete Building 1200: | Deduct: $ 6,589- | $ 129,799- |

## UNIT PRICES

Unit Price A: (damaged wood decking) Price per 16 S.F. to add or delete wood decking = $ 48.00

CERTIFIED: [signature] DATE: 8/10/15
Architect

Bid Tabulation
for
# Roof Replacement at O.J. Cook Apartments

Bid Date: August 6, 2015
Time: 11:00 a.m. EST

| Contractor: | Architect: |
|---|---|
| STERLING BROOK CONSTRUCTION<br>30 Clark Circle<br>Lexington, Georgia 30648<br>706-201-0317 ph<br>866-835-0457 fax | Kersey & Luttrell Architects, P.C.<br>4 Bradley Park Court, Suite 3B<br>Columbus, Georgia 31904<br>706-660-0272 ph<br>706-660-0276 fax |

| Bid Bond | yes | no | Non-Collusive Affidavit | yes | no | Statements of Bidders | yes | no |
|---|---|---|---|---|---|---|---|---|
| | | | | | | | | |

BASE BID: $ _____ Not accepted LATE

| ALTERNATE PROPOSALS: | | PRICE: | NEW BASE BID: |
|---|---|---|---|
| Alternate No. One: | Delete Building 1102 | Deduct: $ | $ |
| Alternate No. Two: | Delete Building 1201 | Deduct: $ | $ |
| Alternate No. Three: | Delete Building 1203 | Deduct: $ | $ |
| Alternate No. Four: | Delete Building 1205 | Deduct: $ | $ |
| Alternate No. Five: | Delete Building 1103 | Deduct: $ | $ |
| Alternate No. Six: | Delete Building 1204 | Deduct: $ | $ |
| Alternate No. Seven: | Delete Building 1202 | Deduct: $ | $ |
| Alternate No. Eight: | Delete Building 1200: | Deduct: $ | $ |

## UNIT PRICES

Unit Price A: (damaged wood decking) Price per 16 S.F. to add or delete wood decking = $ _____

CERTIFIED: _____ DATE: 8/10/15
Architect

1503

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

## Special Board Meeting

## Thursday, August 20, 2015

## 4:00 P.M.

## AGENDA


| | | Page |
|---|---|---|
| 1. | Invocation | |
| 2. | Introduction of Guests: Chief Bailey and Captain Kelly | |
| 3. | Consider Approval of Minutes for Special Board Meeting of May 21, 2015 (Attached behind Agenda) | |
| 4. | Consider Approval of Staff Reports:<br>▪ Finance ..... | 1 – 3 |
| 5. | Consider A Resolution Authorizing The Charging Off of Resident Account Balances For Month Ending May 31, 2015..... | 4 |
| 6. | Consider A Resolution Authorizing The Charging Off Of Resident Account Balances For Month Ending June 30, 2015..... | 5 |
| 7. | Consider A Resolution Authorizing The Charging Off Of Resident Account Balances For Month Ending July 31, 2015..... | 6 |
| 8. | Award Contract for Roof Replacement at O.J. Cook Apartments..... | 7 – 12 |
| 9. | Executive Director's Report | |
| 10. | Any and All Other Matters That May Be Brought Before the Board. | |


Respectfully submitted,

Susan McGuire for Len Williams

J. Len Williams
Secretary-Treasurer

# THE HOUSING AUTHORITY OF THE CITY OF WEST POINT
## REGULAR BOARD MEETING
## MAY 21, 2015

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 May 2015, as allowed by and in compliance with By-laws of the Authority.

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

Burt Winston
Christopher Reeves
Stan Rodimon

The following Commissioner(s) were absent:

Nekos Davis

OTHERS PRESENT

Len Williams, Lisa Walters, Derick Wolf, Jackie White, Temekia Carr and Suzette Moore

INVOCATION

Wiky Gladden

INTRODUCTION OF GUESTS

None

APPROVAL OF MINUTES OF THE SPECIAL BOARD MEETING OF MARCH 17, 2015

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

## APPROVAL OF STAFF REPORTS

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

## CONSIDER A RESOLUTION ADOPTING THE FY2016 OPERATING BUDGET

The Following Resolution was introduced and duly considered:

RESOLUTION NO: 1006-88

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

Following discussion and on motion by Commissioner Rodimon and seconded by Commissioner Reeves, the board unanimously agreed to accept the FY-2016 Operating Budget.

## CONSIDER A RESOLUTION AUTHORIZING THE CHARGING OFF OF RESIDENT ACCOUNT BALANCES FOR THE MONTH ENDING MARCH 31, 2015

The Following Resolution was introduced and duly considered:

RESOLUTION NO: 1006-89

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

Following discussion and on motion by Commissioner Winston and seconded by Commissioner Rodimon, the board unanimously approved the report to charge off residents account balances in the amount $1,122.92

## AWARD CONTRACT FOR ROOF REPLACEMENT AT O.J. COOK APTS.

Derick Wolf, Modernization Manager, discussed only receiving two bids for the job and George Brothers was the lowest bidder. Which still a higher amount for the job to be done. The board made a recommendation to go back regroup and re-bid under the present circumstances.

## EXECUTIVE DIRECTOR'S REPORT

Mr. Williams stated that HUD news is not good at this time. The budget passed out is less than 83% which is the lowest CFP in the history. WPHA has been accepted under the RAD program for 218 units. Stated we could move in that direction if we like to make it work. We can call in a financial consultant and let them run numbers and look for more options and become partners which will cut down on the cost. A decision needs to be made in two (2) months. Mr. Williams suggested to join in with Columbus RAD demolition. No numbers have been run because we just received the news. We can talk to the city and the Mayor to see what the outcome would be like. More information in the July meeting to see what decisions will be made.

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

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

With no further discussion meeting adjourned at 5:00 p.m.

_____
Wiky Gladden, Interim Chairman

_____
J. Len Williams, Secretary-Treasurer