WEST POINT

AGENDA
WORK SESSION

TUESDAY, AUGUST 27TH
WORK SESSION
@ 6:00 PM

MEETING CALLED TO ORDER

AGENDA REVIEWED IN ITS ENTIRETY BEFORE DISCUSSION

PUBLIC COMMENT ON ANY ISSUE (5 MINUTE LIMIT)

PRESENTERS (IF ANY)

- Opportunity Zone Designation by the Bleakly Group

NEW BUSINESS

- Opportunity Zone Plan
- Urban Redevelopment Plan
- 2013 Street Paving
- Budget Calendar
- Downtown Parking
- CB&T Bank Request for Extension
- Board Appointment Application
- Sherrie Dixon Retirement Resolution (Council Meeting)
- Harold Lamar "Mossy" Cotton Retirement Resolution (Council Meeting)

CONSIDER AGENDA ITEMS FOR WORK SESSION # 2

MAYOR & COUNCIL COMMENTS

ADJOURNED

Next Meeting

Work Session: Thursday, September 5th @ 8:15 AM

Rochester & Associates, Inc.

August 26, 2013

Mr. Ed Moon
City Manager
City of West Point
730 1st Avenue
West Point, GA 31833

Re: Bid Award Recommendation for LMIG 2013 Roadway Resurfacing Project

Dear Mr. Moon:

Three bids were received for the referenced project on July 18, 2013. Below is a summary of the bid results.

Bidder	Bid Total
Robinson Paving Company	$ 322,484.70
C.W. Matthews Contracting Co., Inc.	$ 354,196.98
Allied Paving Contractors, Inc.	$ 363,450.75

The Bidder submitting the apparent lowest responsible bid is Robinson Paving Company located in Columbus, GA. We evaluated the unit prices contained their Bid and found them to be consistent with current market prices for similar work. However the total Bid amount of $322,484.70 is well over the project budget of approximately $150,000.

While all the streets identified in the Bid Documents cannot be resurfaced under this project, we have evaluated the priority areas and their associated costs in an effort to develop a scope of work that will provide the City with the best value. The streets determined to be the top priority are 3rd Avenue and O.G. Skinner due to traffic volumes as well as areas that pose a risk to public safety and vehicle damage.

The Bid was broken out by street and the total to patch, level and overlay 3rd Avenue from 10th Street to the 15th Street as desired is over the project budget on its own. Therefore we contacted Robinson Paving Company and developed a value engineered scope of work for the budget that will address the areas of safety concern on the two priority streets, provide necessary maintenance patches and some overlay.

Below is a summary of the work that we recommend performing with the allocated budget.

1. Remove and replace pavement with significant failure on 3rd Avenue from 10th Street to 15th Street. (Patch w/ 4" of 19mm Binder)
2. Overlay 3rd Avenue from 10th Street to previously paved section at 12th Street and re-stripe with traffic paint. (Overlay thickness to be 9.5mm placed at 1¼" thick)
3. Remove and replace pavement with most severe failures on O.G. Skinner from SR 29 to Park Lane. (Patch w/ 4" of 19mm Binder)

Rochester & Associates, Inc.

Attached is a breakdown of the quantities and prices required to perform this work for your review.

It is our opinion that this will provide the best long term value for the City. Overlaying the pavement areas that have failed due to sub-grade issues will not address the problem and this overlay will soon show reflective cracking and fail itself. Performing the necessary maintenance patching on these areas identified will address the problem areas and provide a stronger base that could be overlaid next year when more funding may be available. The recommended work will also provide a new surface course for the block that is located nearest the downtown corridor.

We appreciate the opportunity to assist the City of West Point with this project. Please let me know if you have any questions concerns.

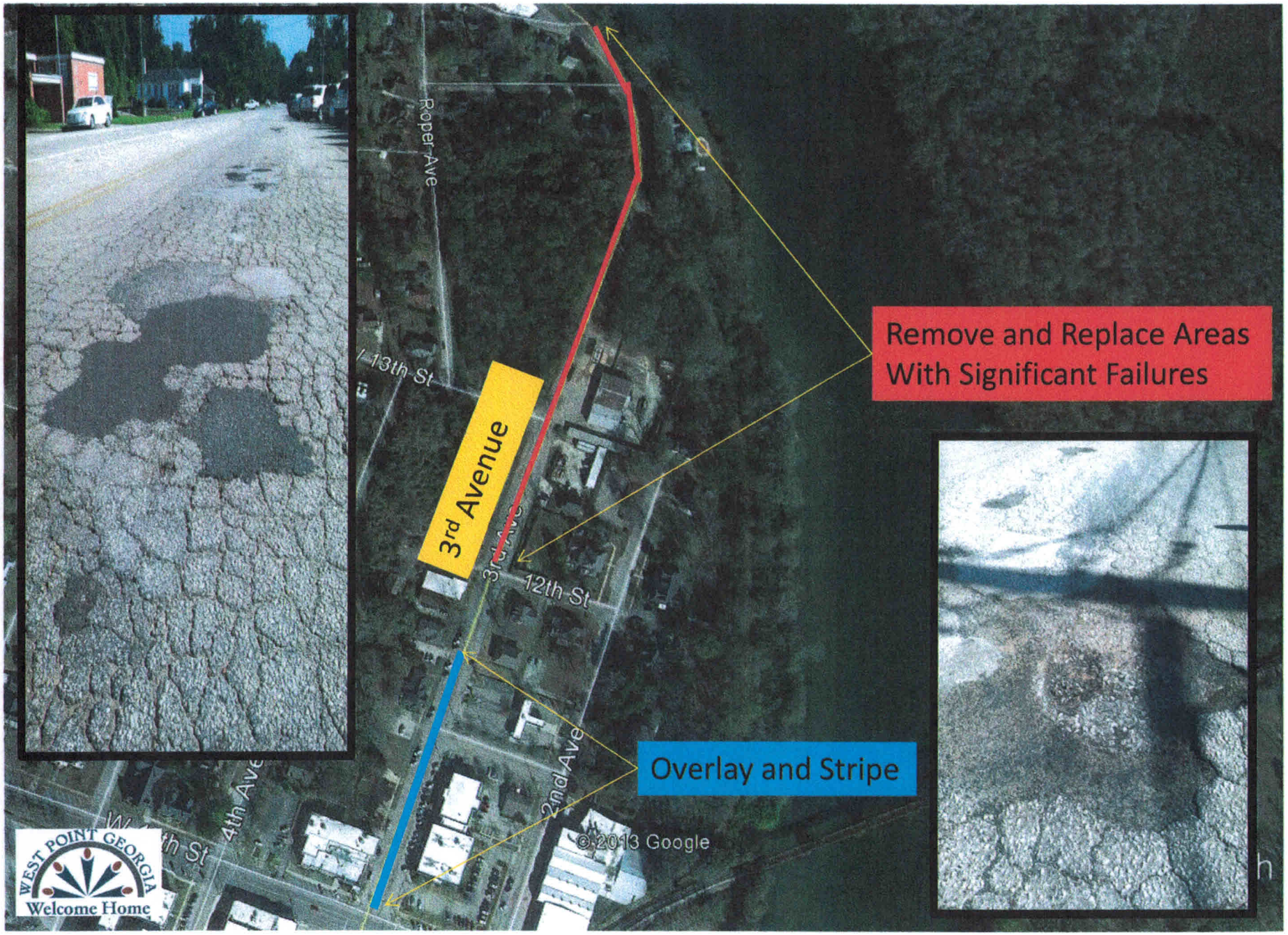
Sincerely,

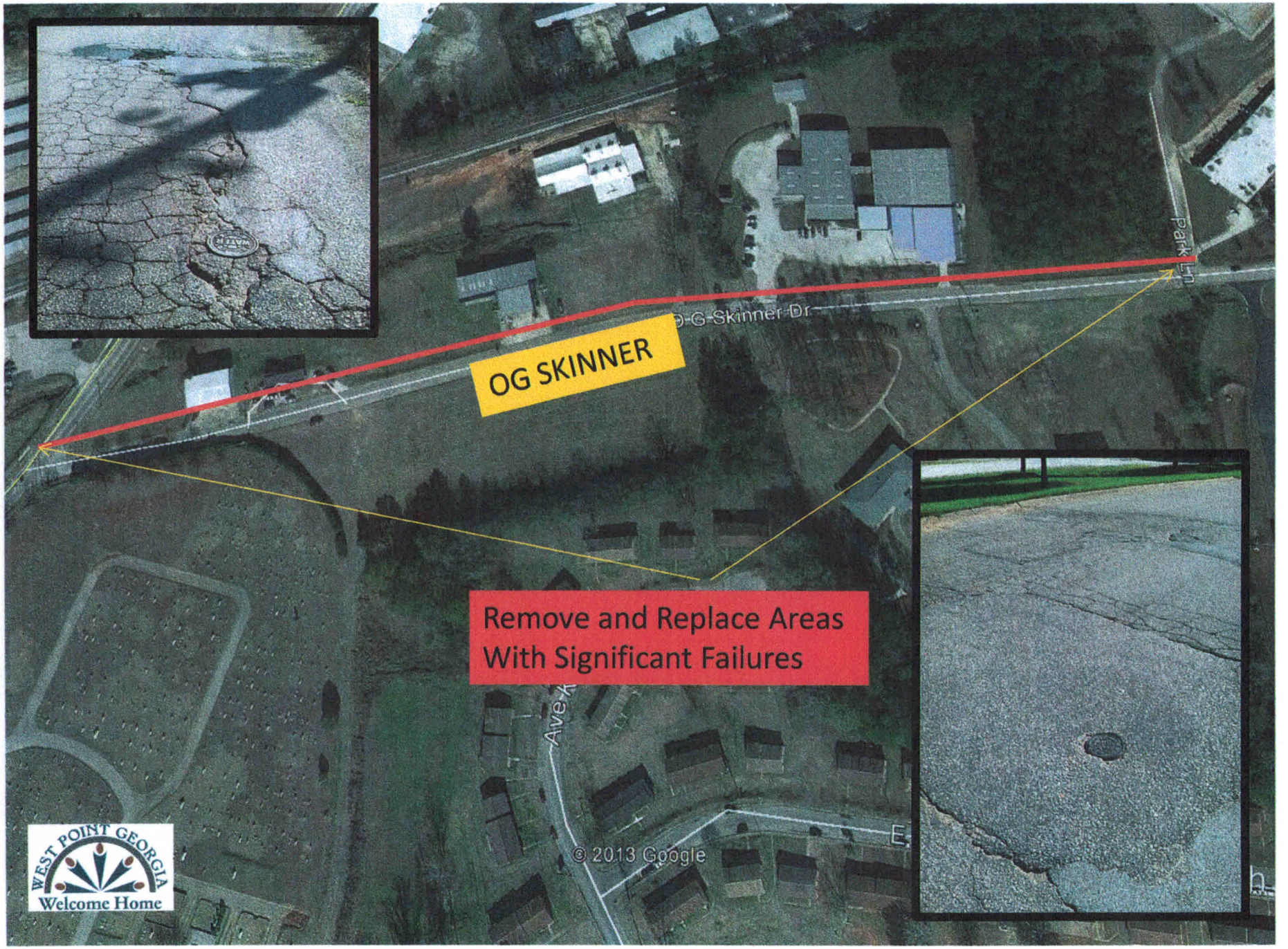
Jeff Collins

Jeff Collins, P.E.

Enclosure

Street		Begin and End													
3Rd. Ave		10th St. to West Point Family Chiropratic													
Item	Description	Quantity	Unit	Unit Price	Exstension		Notes								
150-1000	Traffic Control	1	LS	$ 10,000.00	$ 10,000.00		Inludes Painting requirred pavement markings for traffic.								
402-1802	Patching	126	TN	$ 100.00	$ 12,600.00		4" Full Depth in worst areas								
402-3103	9.5mm SP	580	TN	$ 75.70	$ 43,906.00		135#/SY								
413-1000	Bit. Tack	240	Gal	$ 5.00	$ 1,200.00										
432-5010	Milling Variable Depth	800	SY	$ 4.35	$ 3,480.00										
					$ 71,186.00										
Street		Begin and End													
3Rd. Ave		Joint West 12th St to County Line					This assumes we will skip the short area already paved and not patch the parking								
Item	Description	Quantity	Unit	Unit Price	Exstension		Notes								
150-1000	Traffic Control	1	LS	$ 3,300.00	$ 3,300.00										
402-1802	Patching	465	TN	$ 100.00	$ 46,500.00		4" Full Depth in worst areas								
413-1000	Bit. Tack	351	Gal	$ 5.00	$ 1,755.00										
					$ 51,555.00										
O.G. Skinner		HWY 29 to Hydro Operarions					This is patching only to most severe areas								
Item	Description	Quantity	Unit	Unit Price	Exstension		Notes								
150-1000	Traffic Control	1	LS	$ 3,300.00	$ 3,300.00										
402-1802	Patching	231	TN	$ 100.00	$ 23,100.00		4" Full Depth in worst areas								
413-1000	Bit. Tack	150	Gal	$ 5.00	$ 750.00										
					$ 27,150.00										
					$ 149,891.00										


Roper Ave
13th St
3rd Avenue
12th St
2nd Ave
4th Ave
Remove and Replace Areas
With Significant Failures
Overlay and Stripe
© 2013 Google
WEST POINT GEORGIA
Welcome Home


OG SKINNER
Remove and Replace Areas
With Significant Failures
Park Ln
© 2013 Google
WEST POINT GEORGIA
Welcome Home

City of West Point 2014 Budget Calendar

August 6, 2013	Budget request forms distributed to Departments at Department Directors meeting with City Manager *2:00 P.M.*
August 27, 2013	City Manager reviews Budget Process with Mayor and City Council at work session *6:00 P.M.*
August 28- September 4, 2013	City Manager meets with Mayor and City Council in individual meetings
September 19, 2013	Department Directors meeting with City Manager to discuss budget *2:00 P.M.* Department budget request forms returned to City Manager
September 20 – October 22, 2013	City Manager assembles budget request, compare with revenue estimates, and compiles the budget document City Manager meeting(s) with Department Directors - *Time - TBA*
October 29, 2013	Budget packets to Mayor and Council City manager presents budget for consideration in work session *6:00 P.M.* *Article in paper that budget has been submitted to the council and public meetings will be held specifically the public hearing held November 7, *8:15 A.M.* (One Required Public Hearing) *Make the draft budget available to public *Copy of draft budget to news media
October 31, 2013	*Public Engagement Meeting *11 A.M. – 2 P.M.* City Manager and City Staff
October 31 – November 29, 2013	Mayor and Council review budget, submit question and meet with City Manager as needed
November 7, 2013	*Public hearing #1 *8:15 A.M.* Announce Public Hearing #2 November 26, 2013 *6:00 P.M.*
November 7, 2013	Budget work session (following public hearing)
November 26, 2013	*Public hearing #2 for proposed budget *6:00 P.M.* Council Work Session
December 5, 2013	Final Council review at Work Session *8:15 A.M.*
December 9, 2013	City Manager final review and revisions. Presentation of budget for adoption at council meeting *6:00 P.M.*

City of West Point 2014 Budget Calendar

December 13, 2013	Distribute the approved budget to departments, council, media, make available to the public, post on the city website and the Carl Vincent Institute web site
January 1, 2014	Budget becomes effective

* Public engagement enhances the Government's effectiveness and improves the quality of its decisions. Knowledge is widely dispersed in society, and public officials benefit from having access to that dispersed knowledge. The city will offer citizens opportunities to participate in policymaking and to provide their Government with the benefits of their collective expertise and information. The city will solicit public input on how we can increase and improve opportunities for public participation in Government.

**The budget calendar is prepared by the City Manager and may be amended by the City Council at any time during the budget process.

AN ORDINANCE

An ordinance to amend Chapter Twenty, Article One, of the Code of Ordinances of the City of West Point, Georgia.

Be it ordained by the Mayor and Aldermen of the City of West Point that Chapter Twenty, Article One be amended by inserting the following Section:

Parking shall be restricted at certain times, where;

(a) No person shall park any vehicle between the hours of 9:00 A.M. and 5:00 P.M. of Monday through Saturday of any week on or upon those portions of the streets and alleys of the City Of West Point designated in subsection (b) hereof except a patron as such terms are defined in subsection (c) hereof.

(b) Designated areas:

3rd Avenue on both sides thereof from West 7th Street to West 9th Street;

West 8th Street on both sides thereof from 3rd Avenue to 4th Avenue;

4th Avenue on both sides from West 8th Street to the City Limits.

(c) For purposes of this section "patron" shall mean an individual who is a customer, patron or client of a business, service, enterprise or profession which is located within a building which is adjacent to any of the streets or alleys designated in subsection (b) hereof and is then engaged in the act of being a customer, patron or client of such business, service, enterprise or profession or in the act of transiting between such vehicle and the location of any such business, service, enterprise or procession.

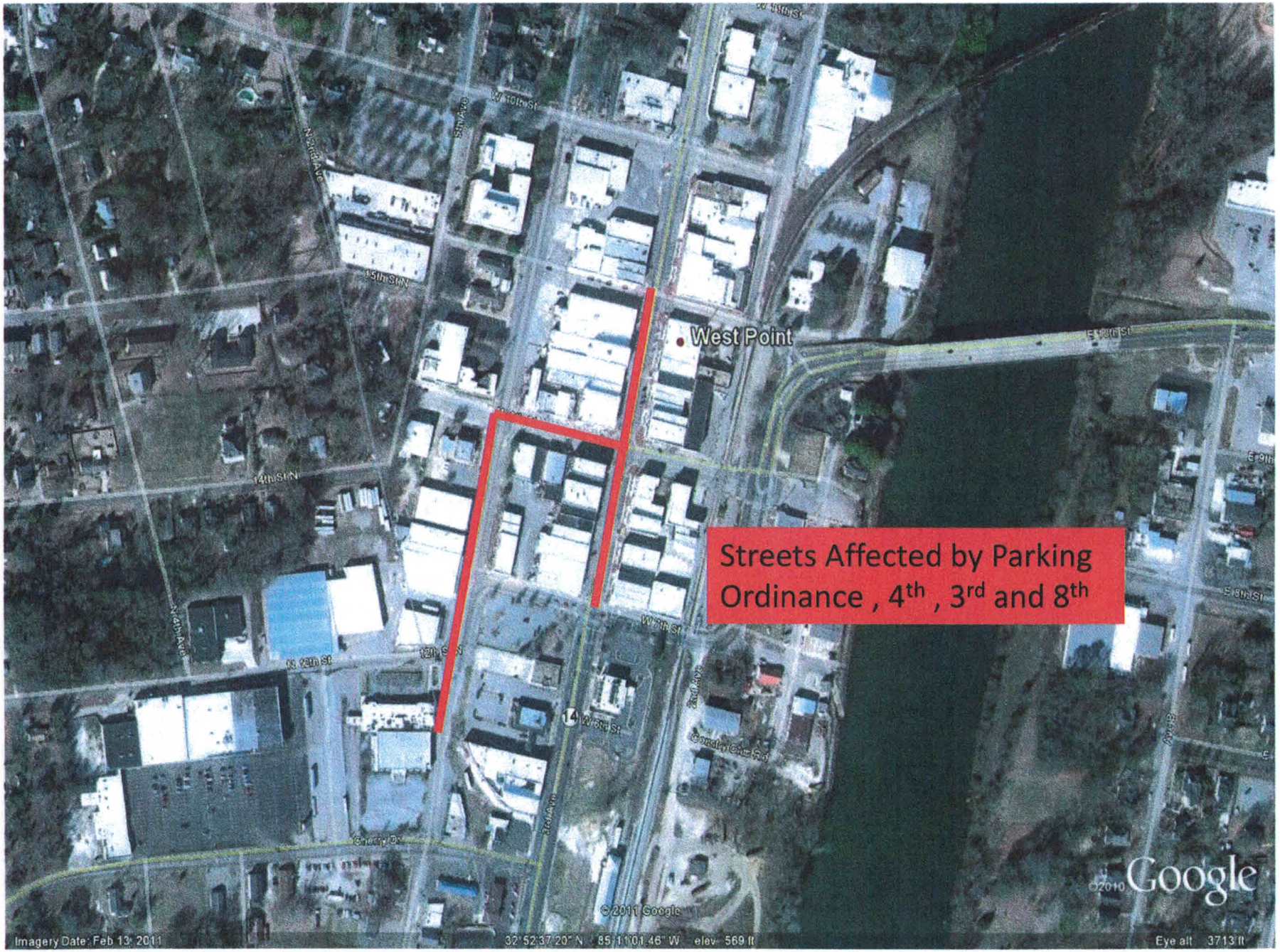
(d) Upon conviction of violation of this section or the entry of either a plea of guilty or a plea of nolo contendere to a violation of this section, a fine of not less than twenty-five dollars ($25.00) for each such violation shall be imposed in addition to any and all other penalties, fines and punishments as shall be imposed in connection with any and all other violations.

(e) The restrictions, limitations and prohibitions contained herein are in addition to all other restrictions, limitations and prohibitions that shall exist from time to time relative to parking of vehicle upon the street and alleys designated in subsection (b) hereof.

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

This ordinance shall become effective on April 1, 2001.

Ordained this 12th day of March, 2001, by the Mayor and Aldermen of the City of West Point, Georgia.


Streets Affected by Parking Ordinance , 4th , 3rd and 8th
West Point
W 10th St
15th St N
14th St N
N 12th St
12th St N
W 7th St
W 6th St
E 8th St
Google
©2011 Google
Imagery Date: Feb 13, 2011
32°52'37.20" N 85°11'01.46" W elev 569 ft
Eye alt 3713 ft

West Point
Approximately 820 Striped Parking Spaces in the Downtown Area
75% are Public Spaces
Imagery Date: Feb 13, 2011
32°52'39.13" N 85°11'00.91" W elev 570 ft
Eye alt 2757 ft

Sammy Osborne
Director Planning/Development
City of West Point

Re: Request to continue service at E. 10th Street location

Dear Sammy,

On behalf of CB&T, I would like to request that the zoning variance be continued at the location above for a new tenant that will be leasing the building. CB&T operated in that location for five years and was forced to make a tough business decision to close that location in 2012.

We have recently entered into a lease agreement with a healthcare provider that will not only occupy that space, but will also bring new economic activity to that market. As a healthcare provider that will make small capital improvements to the building, converting some of the lobby space into clinical offices for the doctors, staff and patients that will be treated there.

Please accept this letter as our request to grant this continuance. If the City of West Point needs further information on this matter, please feel free to give me a call at 706-880-2212.

Thanks,

Frank McRae
President & CEO
Commercial Bank & Trust C.
200 N. Greenwood Street
LaGrange, Ga 30240

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

Contact Information

Name _____

Address _____

City State Zip _____

Primary Phone _____

Secondary Phone _____

E-Mail Address _____

Are you a City of West Point Resident ☐ Yes ☐ No

Company or Agency _____

Current Job Title _____

Availability – Board or Commission of Interest

First Choice: _____

Second Choice: _____

Interest

Background and Qualifications:

_____

_____

_____

Experience and/or Profession:

_____

_____

_____

Reason for Wanting to Serve:

_____

_____

_____

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

Interviews

Applicants will be invited to participate in a brief interview with the City Council. The applicant will be asked to respond to a few questions.

- Why do you want to serve on the board, authority or commission
- How does your experiences qualify you to serve
- What do you think is a top issue facing the board, authority or commission and how you would address the issue
- Do you believe that you could possibly have a conflict of interest during service on the board, authority or commission
- Council or staff may also ask follow up or clarifying questions

How the City Council Appointment Process Works

Policy/Procedure

Selection of members of City of West Point Boards, Authorities and Committees

1. *Appointment List*
    a. Each year at the first business meeting in January the Mayor and City Council will announce the board vacancies appointed by the city council that will occur during the calendar year.
    b. The end of term or vacancies shall be listed with the name of the incumbent appointee, the date of appointment, the date the term expires, date applications are due and if any the necessary qualifications.
    c. The vacancies shall be listed on the city web site and social media sites. An advertisement shall be placed in the local newspaper in January and July if applicable. Announcements will be made at city council meetings.
2. *Applications*
    a. Applications will be made available on the city web site and at city hall.
    b. Applications will be accepted at city hall, by mail or email.
    c. Applications must be submitted 30 days prior to the city councils scheduled business meeting to vote on the appointment.
    d. The application will contain all instruction needed by the applicant.
3. *Interviews*
    a. Each selected applicant will be interviewed
    b. Questions will be listed on the application
    c. The interviews will be open to the public
4. *Selection*
    a. Selection will be done by the council as a whole

Boards, Authorities and Commissions	
Animal Control Board	Troup County Airport Authority
Board of Adjustments	Troup County Parks and Recreation
Hawkes Library	West Point Development Authority
Keep Troup Beautiful	West Point Historic Commission
Municipal Planning Board	West Point Housing Authority (Appointed by Mayor)

Mayor and City Council Board Appointments for 2013

Board of Adjustments	Currently Serving	Expires or Expired	New Term
	Mike Crook	3/5/2012	3/5/2015
	Warren Nolen	3/5/2013	3/5/2016
	Vacant		3/5/2016
Keep Troup Beautiful	Thomas Scott	6/30/2013	6/30/2016
	Susan Baker (not active)	6/30/2015	6/30/2015
WP Development Authority	Vacant		12/31/2015
	Griggs Zachery	12/31/2013	12/31/2018
WP Historic Commission	Larry Duncan	10/1/2013	10/1/2016
	Bob Hicks	10/1/2013	10/1/2016

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1. Discuss application and appointments in the August 27, 2013 Work Session
2. Make application available
3. Advertise in West Point Times
4. Take applications until October 1, 2013
5. Conduct interviews
6. Approve members in November Business Meeting