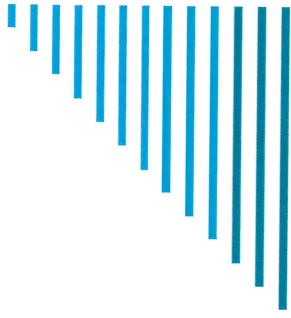




February Monthly Reports
March 2018



MINUTES





The regular meeting of the Mayor and Council was held in the Council room of West Point City Hall February 12, 2018 at 5:30 P.M. with Mayor Steven M. Tramell presiding.

Members Present:

Mayor Pro-Tem Sandra Thornton
Councilmember Joseph R. Downs III
Councilmember Alanteo "Henry" Hutchinson
Councilmember Gerald W. Ledbetter
Councilmember Gloria R. Marshall
Councilmember Benjamin F. Wilcox

Members Absent:

Mayor Tramell called Rev. Leonard Autry for opening prayer.

Rev. Leonard Autry led the Pledge of allegiance.

Mayor Steven Tramell thanked Harris County Commissioner Jim Wood for his continued support.

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

MINUTES

Mayor Tramell asked for a motion to approve the minutes from the January 8, 2018 regular meeting and the January 23, 2018 called meeting. Councilmember Gerald W. Ledbetter made said motion and was seconded by Councilmember Gloria R. Marshall; the minutes were **approved unanimously without change**.

FINANCIAL REPORT

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

AGENDA

Mayor Tramell asked for a motion to approve the agenda. Councilmember Gloria R. Marshall made said motion and seconded by Councilmember Gerald W. Ledbetter and **passed unanimously.**

RESOLUTION FOR FIREWORKS

Councilmember Joseph R. Downs III made a motion to approve a resolution as recommended by the Georgia Municipal Association that recognizes the diversity of needs in different cities and regions of the state with respect to the use of fireworks as written in the 2017 House of Representatives approved House Bill 419. The motion was seconded by Councilmember Sandra Thornton; **passed unanimously.**

RESOLUTION TO AMEND 2017 BUDGET

Councilmember Benjamin F. Wilcox made a motion to amend the City of West Point 2017 City Budget to reflect the actual total revenues of \$16,910,857.68 and expenditures of \$16,918,945.82. The motion was seconded by Joseph R. Downs III; **passed unanimously.**

PROCUREMENT POLICY

Councilmember Sandra Thornton made a motion to approve a Procurement Policy for the purpose of defining when the competitive bidding process must be used for the procurement of materials and professional services. Councilmember Gloria R. Marshall seconded the motion; **passed unanimously.**

FEDERAL FUNDS DISBURSEMENT POLICY

Councilmember Gloria R. Marshall made a motion to approve a Federal Funds Disbursement Policy for the purposes of defining the disbursement of Federal Funds by the City. The motion was seconded by Councilmember Gerald W. Ledbetter; **passed unanimously.**

SOLE AND SINGLE SOURCE PROCUREMENT POLICY

Councilmember Gerald W. Ledbetter made a motion to approve a Sole and Single Source Procurement Policy for the purposes of defining when the competitive bid process may be waived in order to execute a sole source procurement transaction. The motion was seconded by Councilmember Gloria R. Marshall; **passed unanimously.**

SEVERE WEATHER AND EMERGENCY POLICY

Councilmember Henry Hutchinson made a motion to approve a policy that defines the work response of City staff during severe weather and emergencies. The motion was seconded by Councilmember Joseph R. Downs III; **passed unanimously**.

10th STREET PROPERTY EXCHANGE

Councilmember Joseph R. Downs III made a motion to approve the exchange of City property located along 10th Street (Tax Map parcel 0943D002014.0943D002013, 0943D002012, 0943D013001, and 0943D004004 totaling 10.5 acres for property owned by the West Point Development Authority (Tax map parcel number 0943A002031 totaling 10.5 acres. The motion was seconded by Councilmember Gerald W. Ledbetter; **passed unanimously**.

OTHER

Councilmember Sandra Thornton asked everyone to attend the Black History Program on February 27, 2018 at the West Point Gym. Keith Hall from Atlanta Georgia will be the Speaker. She also announced the Black History Program that will be held at Keeney Memorial Church. Cheryl Webb will be the Speaker.

Councilmember Henry Hutchinson asked everyone to attend the Black History Program on February 27, 2018 at 4:00 at Bethlehem Baptist Church.

Mayor Tramell asked everyone to attend the St. Patrick's Day event that will be held on March 17th at the City of West Point Downtown River Park.

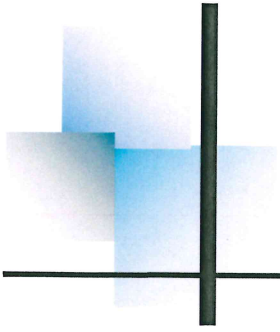
ADJOURN

Mayor Tramell asked for a motion to adjourn. Councilmember Joseph R. Downs III made said motion and seconded by Councilmember Sandra Thornton; **passed unanimously**.

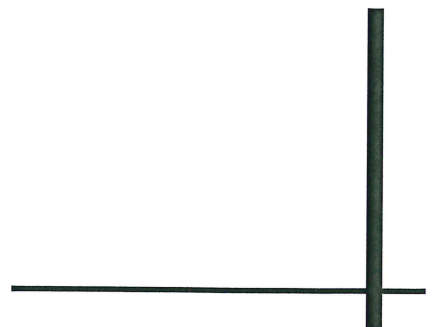
There being no further business, the meeting was adjourned.

Richard McCoy
City Clerk

Steven M. Tramell
Mayor



FINANCIAL REPORT



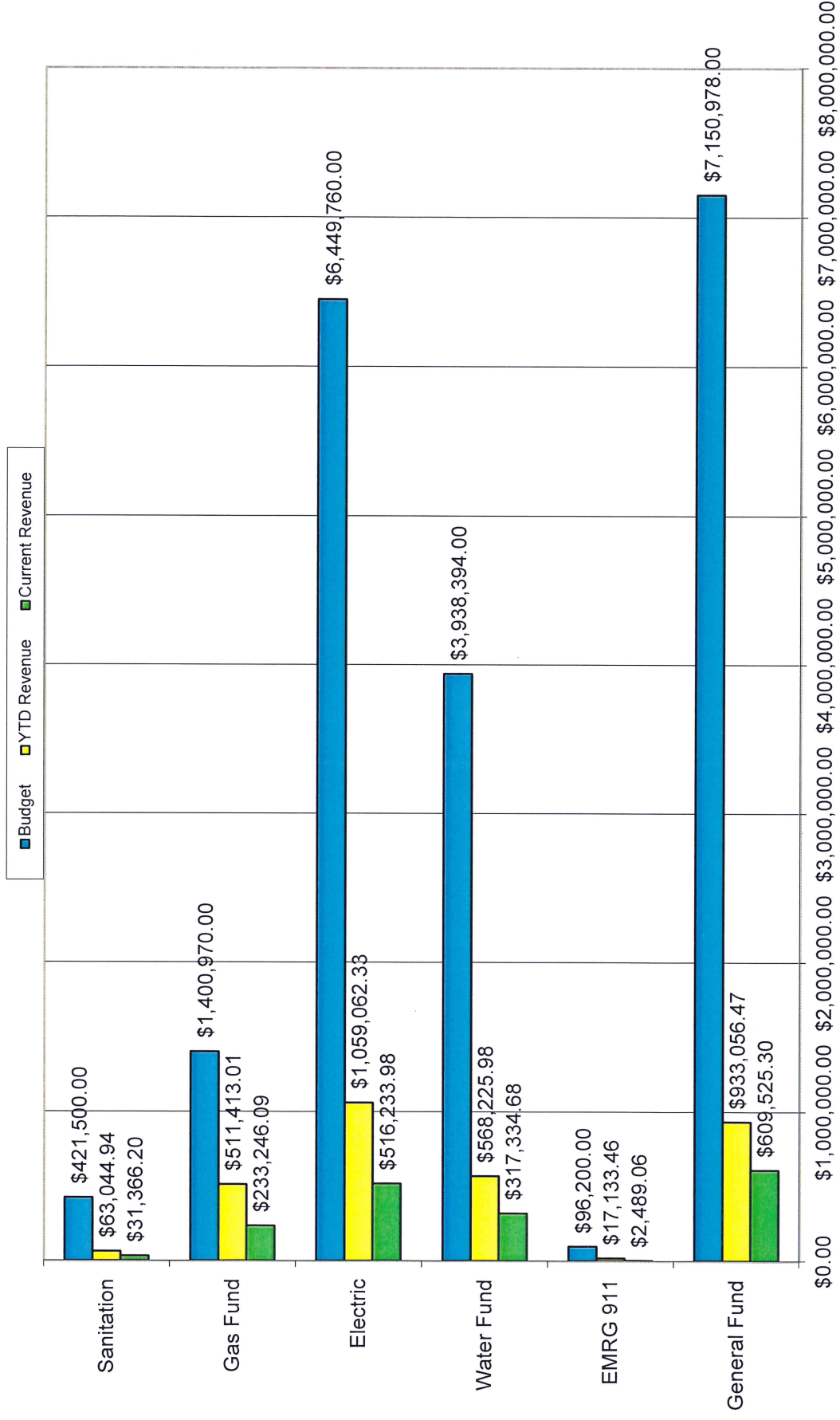


City of West Point Financial Report February, 2018

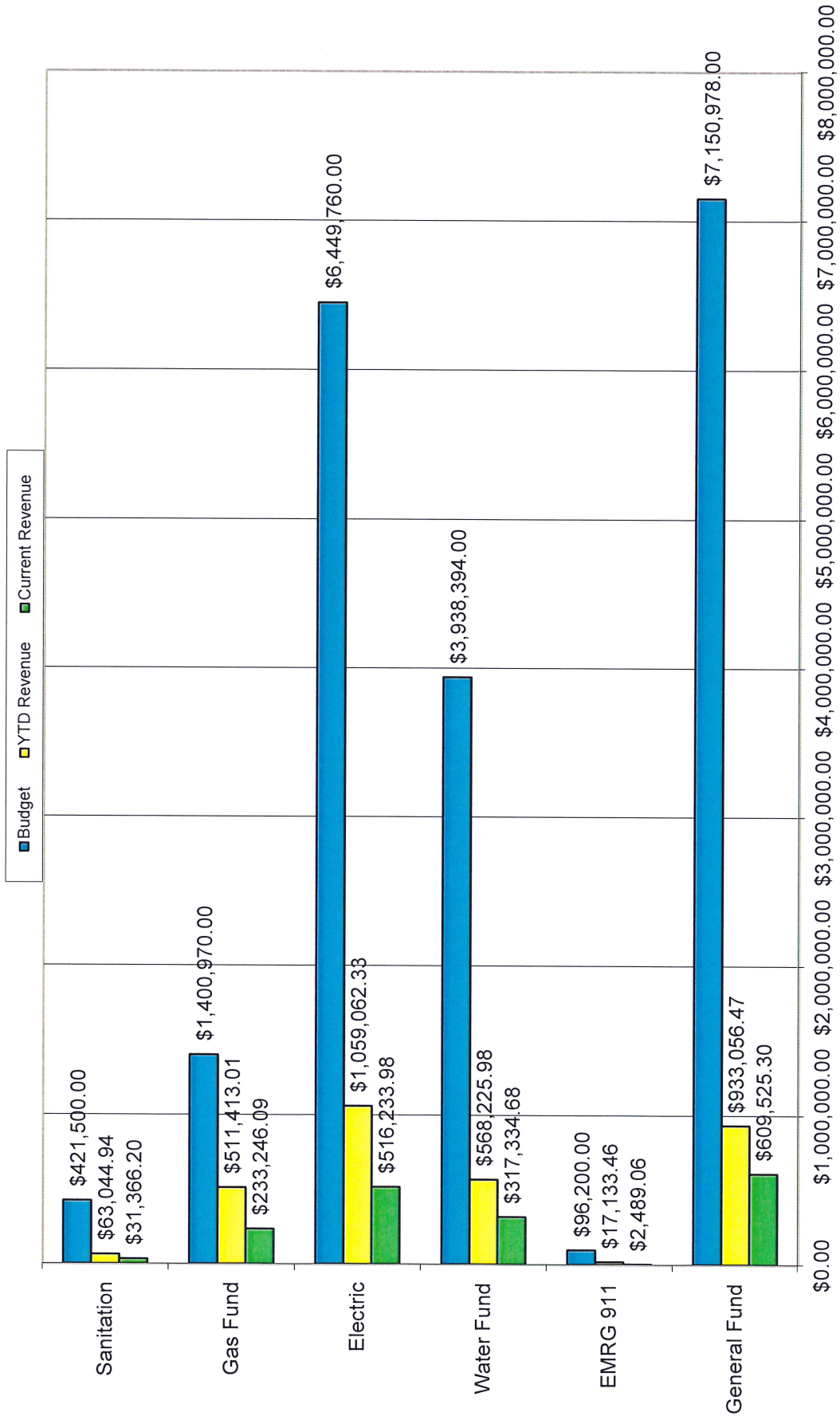
REVENUES

Current Revenue	General Fund	EMRG 911	Water Fund
YTD Revenue	\$609,525.30	\$2,489.06	\$317,334.68
Budget	\$933,056.47	\$17,133.46	\$568,225.98
Percentage Budget	\$7,150,978.00	\$96,200.00	\$3,938,394.00
	13.05%	17.81%	14.43%
Current Revenue	Electric Fund	Gas Fund	Sanitation
YTD Revenue	\$516,233.98	\$233,246.09	\$31,366.20
Budget	\$1,059,062.33	\$511,413.01	\$63,044.94
Percentage Budget	\$6,449,760.00	\$1,400,970.00	\$421,500.00
	16.42%	36.50%	14.96%
Total All Departments			Total All Departments
Current Revenues	\$1,710,195.31	Total YTD Revenue	\$3,151,936.19
Current Expense	\$1,507,035.59	Total YTD Expenses	\$3,840,512.98
over/under	\$203,159.72	over/under	(\$688,576.79)
		YTD Revenue	
		Operating Budget	\$3,151,936.19
		Percentage	\$19,457,802.00
			16.20%

Budget Revenue Comparison February, 2018



Budget Revenue Comparison February, 2018



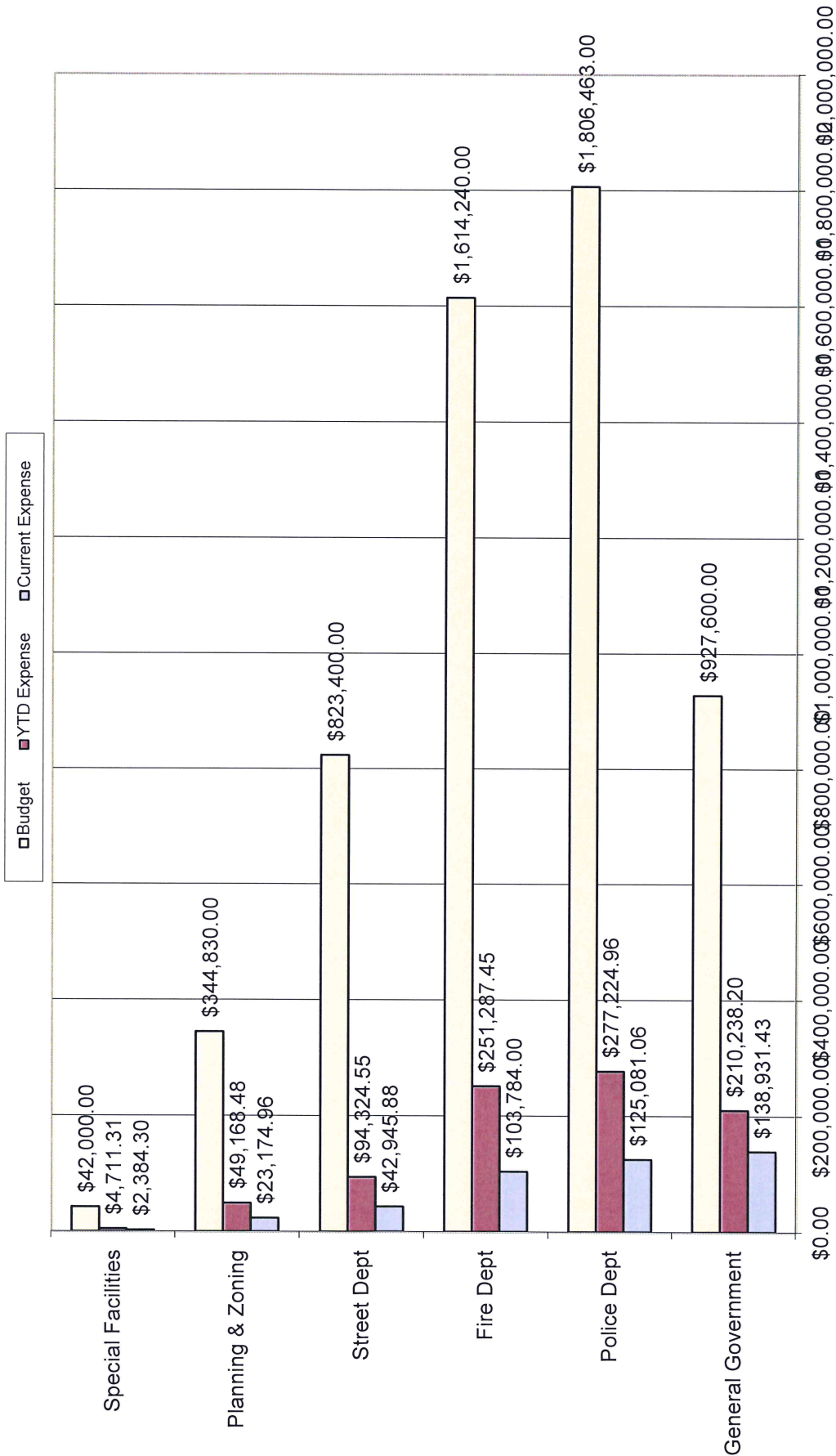


City of West Point Financial Report February, 2018

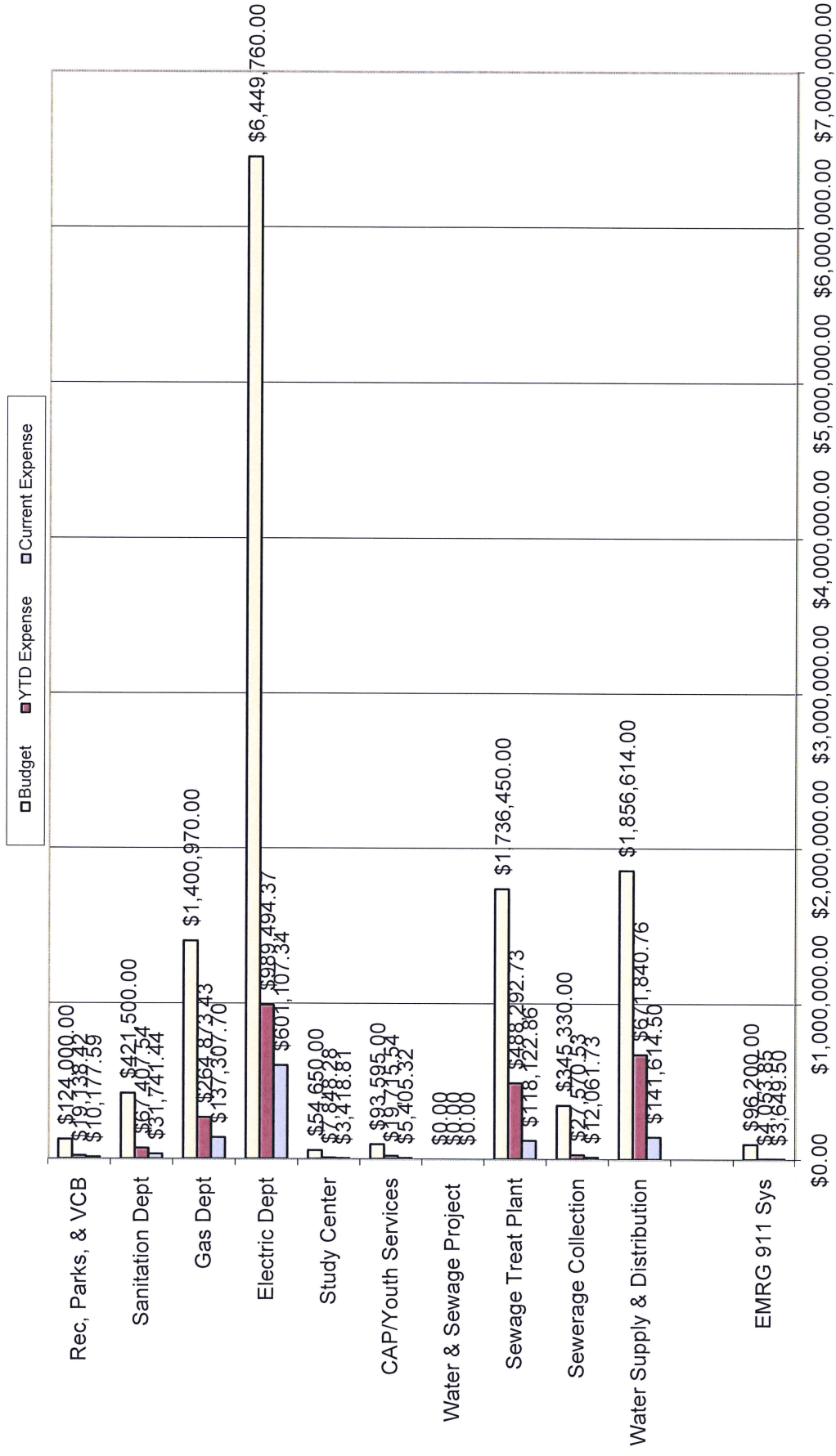
EXPENSES

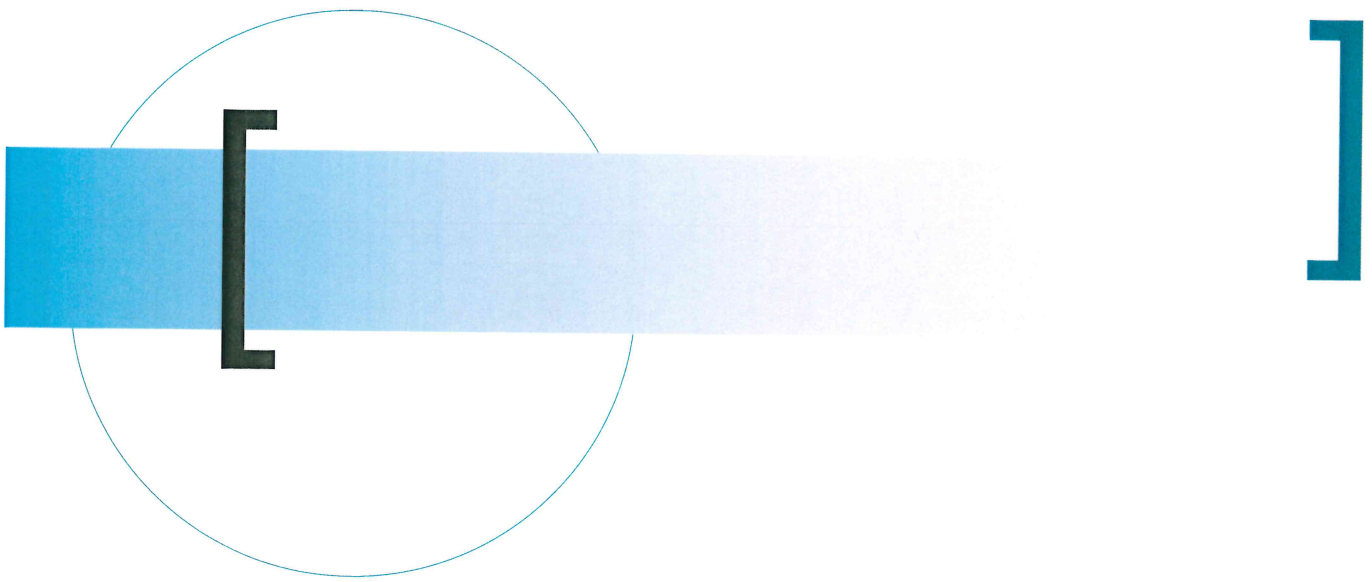
General Government		Police Dept	Fire Dept	Street Dept
Current Expense	\$138,931.43	\$125,081.06	\$103,784.00	\$42,945.88
YTD Expense	\$210,238.20	\$277,224.96	\$251,287.45	\$94,324.55
Budget	\$927,600.00	\$1,806,463.00	\$1,614,240.00	\$823,400.00
Percentage Budget	22.66%	15.35%	15.57%	11.46%
Planning & Zoning		Special Facilities	EMRG 911 SYS	Water Dept
Current Expense	\$23,174.96	\$2,384.30	\$3,649.50	\$141,614.50
YTD Expense	\$49,168.48	\$4,711.31	\$4,053.85	\$671,840.76
Budget	\$344,830.00	\$42,000.00	\$96,200.00	\$1,856,614.00
Percentage Budget	14.26%	11.22%	4.21%	36.19%
Sewer/ Water		Electric Dept	Gas Dept	Sanitation Dep
Current Expense	\$130,184.59	\$601,107.34	\$137,307.70	\$31,741.44
YTD Expense	\$515,863.26	\$989,494.37	\$264,873.43	\$67,407.54
Budget	\$2,081,780.00	\$6,449,760.00	\$1,400,970.00	\$421,500.00
Percentage Budget	24.78%	15.34%	18.91%	15.99%
Rec, Parks & VCB		Study Center	CAP/Youth Services	Economic Dev
Current Expense	\$10,177.59	\$3,418.81	\$5,405.32	\$6,127.17
YTD Expense	\$19,138.42	\$7,848.28	\$19,715.54	\$393,322.58
Budget	\$124,000.00	\$54,650.00	\$93,595.00	\$1,320,200.00
Percentage Budget	15.43%	14.36%	21.06%	29.79%
All Funds		Total All Departments		
Current Revenues	\$1,710,195.31	Total YTD Revenue	\$3,151,936.19	\$3,840,512.98
Current Expense	\$1,507,035.59	Total YTD Expenses	\$3,840,512.98	\$19,457,802.00
over/under	\$203,159.72	over/under	(\$688,576.79)	19.74%

Budget Expense Comparison February, 2018



Budget Expense Comparison February, 2018





DEPARTMENT REPORTS

Fire Department

Planning Department

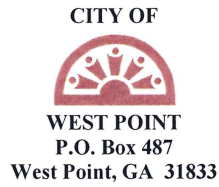
Police Department

Public Works

Utility Department

February 2018

Fires-NFIRS Series 100	3
NFIRS Series 200-Overpressure, rupture, explosion, overheat (no fire)	0
NFIRS Series 300-Rescue and EMS Incidents	4
NFIRS Series 400-Haradous Condition (no fire)	0
NFIRS Series 500-Service Call	0
NFIRS Series 600-Good Intent Call	0
NFIRS Series 700-False Alarm and False Calls	8
NFIRS Series 800	0
Severe Weather and Natural Disaster	
NFIRS Series 900 -Special Incident Type	0
Mutual aid fire responses TC	0
Mutual aid fire responses HC	0
Mutual aid fire responded Lanett	0
Automatic aid fire responses TC	0
Automatic aid fire responses HC	0
Automatic aid fire responses Lanett	1
TOTAL FIRE BY WPFD AND PARTNERS	15
EMS Patient Disposition	
EAMC-Lanier	14
EAMC-Opelika	1
WGMC	31
No Transport	21
Landing Zone	0
Midtown Medical Center	0
TOTAL EMS INCIDENTS BY WPFD	67
Mutual aid EMS provided to TC	2
Mutual aid EMS provided to HC	0
Mutual aid EMS provided to LFD	0
Mutual aid EMS from TC	0
Mutual aid EMS from HC	0
Mutaul aid EMS from Lanett	4
TOTAL EMS by WPFD and PARTNERS	73



Community Development Department
February 1 – 28, 2018

Permits Issued –	12
Elec. Water, Gas	6
Building	6

Inspections -	62
Industrial	3
New Commercial	12
Remodel Comm.	21
New Residential	9
Remodel Res.	17

Certificate of Occupancy-	12
----------------------------------	-----------

Soil and Erosion -	7
NOI / NOT	1
Plan Submittal	4
BMP Infractions	2
Citations	0

Plan Reviews-	8
Commercial	4
Residential	3
Other	1

Hearings -	0
No Shows	0

Public Notices-	0
------------------------	----------

Structures Demolished-	0
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- **CARES: Attendance**
 - 45 Students:
 - 3 CWP staff
 - 2 Workers Legacy Links: Area Agency on Aging
 - 10 Point University Students-Football Team
 - 1 Point University Staff member
- **Donations:**
 - Raisins
 - Pictures
 - Books- Congressman Drew Ferguson
- **Contracted programs:**

Yvette Gates-Licensed Professional Counselor
- **In-House Programs:**
 - 4 programs
 - Team Building
 - Making the Band
 - West Point STEAM Makers
 - Oceans-life science
 - Dinosaurs-archaeology, life cycles, life science
 - Winter Olympics- creative art, engineering/building
- **Partner Programs: 4**
 - Dancing Queenz- community youth dance group
 - Meetings on hold
 - K.I.N.G. – Kind Intelligent Noble Gentlemen- Boys mentoring group
 - Met 2x
 - J.E.W.E.L.Z.- Girls mentoring group
 - Met once
- **Future plans:**
 - West Point Youth Advisory Council (Jan '18)
 - Discussion continues with potential STEAM program partners:
 - Mike Merideth-Youth Ventures/Artisan Group
 - Mike Bowen- CAFI & Artisan Group
 - John Kennebrew-Showcase Group
 - Sharon Acres- Storem & Sun
 - Teen Fusion
 - Playground Improvements
 - Friends of the City of West Point
 - West Point Active Life Center

Statistical Counts Report

For records with dates between 2/1/2018 and 2/28/2018

WEST POINT PD

PAGE 1 OF 1

Incident Reports Created	<u>ALL</u> 101	<u>INCIDENTS</u> 83	<u>MISC.</u> 11	<u>FAMILY VIOL.</u> 7
Incident Reports Cleared	<u>ALL</u> 80	<u>BY ARREST</u> 28	<u>UNFOUNDED</u> 49	<u>EXCEPTIONALLY</u> 3
Property Involved			<u>STOLEN</u> \$37,619	<u>RECOVERED</u> \$31,062
Incident Type Level			<u>FELONY</u> 25	<u>MISDEMEANOR</u> 61
Investigative Files Opened				1
Investigative Files Assigned				2
Investigative Files Cleared				1
Drug Related Investigative Files Opened				0
Drug Related Investigative Files Cleared				0
Arrests / Booking Records				33
Citations Issued				100
Warnings Issued				87
Ordinance Violations				0
<u>Court Services</u>			<u>RECEIVED</u>	<u>SERVED</u>
Civil Papers			0	0
Subpoenas			0	0
Warrants			43	45
Accident Reports		<u>ALL</u> 0	<u>CRASH</u> 0	<u>PRIV PROP</u> 0

Call Count by Call Category per Day of Week

For (Day of Week)

Creation Date: 03/01/2018 08:50:42 AM

Grouping: Day of Week

Date Range: 02/01/2018 12:00:00 AM - 02/28/2018 11:59:59 PM

Filter Criteria:

Summary Information

Day of Week	Total Calls	Call Category			Call Service (Emergency Incoming)					Outgoing (Emergency , Non- Emergency, Other)	Abandoned (Emergency)	Avg Wait (Emergency Incoming)
		Emergency	Non- Emergency	Other	Wire-Line	Wireless	VoIP	SMS	Unknown			
Total	326	305	21	0	146	156	3	0	0	21	37	00:00:06

Call Count by Call Category per Day of Week

For (Day of Week)

Creation Date: 03/01/2018 03:50:42 AM

Grouping: Day of Week

Date Range: 02/01/2018 12:00:00 AM - 02/28/2018 11:59:59 PM

Filter Criteria:

Detail Information

Day of Week	Total Calls	Call Category			Call Service (Emergency Incoming)					Outgoing (Emergency, Non-Emergency, Other)	Abandoned (Emergency)	Avg Wait (Emergency Incoming)
		Emergency	Non-Emergency	Other	Wire-Line	Wireless	VoIP	SMS	Unknown			
Sun	87	79	8	0	55	24	0	0	0	8	14	00:00:08
Mon	37	33	4	0	13	20	0	0	0	4	6	00:00:06
Tue	55	49	6	0	30	18	1	0	0	6	6	00:00:06
Wed	42	41	1	0	13	28	0	0	0	1	2	00:00:05
Thu	34	34	0	0	11	23	0	0	0	0	0	00:00:06
Fri	39	37	2	0	12	23	2	0	0	2	6	00:00:13
Sat	32	32	0	0	12	20	0	0	0	0	3	00:00:08
Total	326	305	21	0	146	156	3	0	0	21	37	00:00:08

Call Count by Call Category per Day of Week

For (Day of Week)

Creation Date: 03/01/2018 08:50:42 AM

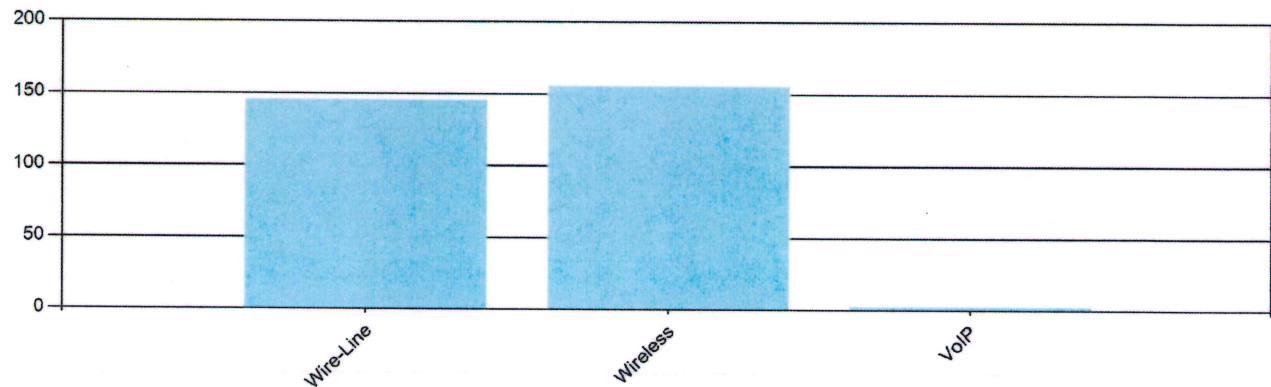
Grouping: Day of Week

Date Range: 02/01/2018 12:00:00 AM - 02/28/2018 11:59:59 PM

Filter Criteria:

Summary Chart

Call Count by Call Service (Emergency Incoming)



Call Count by Call Category per Day of Week

For (Day of Week)

Creation Date: 03/01/2018 08:50:42 AM

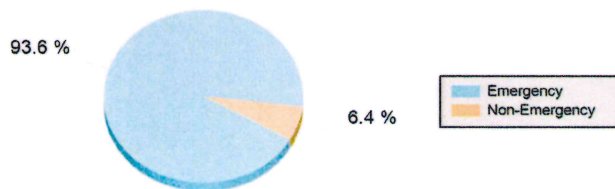
Grouping: Day of Week

Date Range: 02/01/2018 12:00:00 AM - 02/28/2018 11:59:59 PM

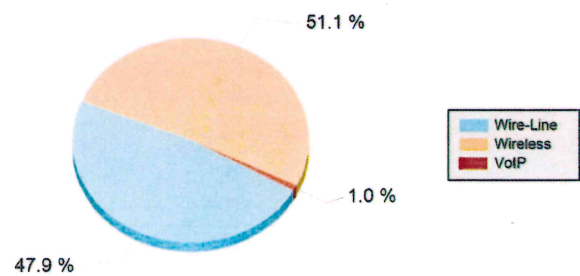
Filter Criteria:

Detail Chart

Call Count by Call Category



Call Count by Call Service (Emergency Incoming)



Report Description

Report Definition: Provides the total number of processed calls per category and type for the specified date range and filter criteria. The possible call categories are:

- Call Category:
 - Emergency – Emergency call processed on either an incoming or outgoing trunk, or an SMS conversation between a caller and an agent.
 - Non-Emergency – Non-emergency call processed either on an incoming or outgoing line.
 - Other – Internal call (within the site) processed on an intercom, and any other non-emergency or non-administrative call.
- Call Service (Emergency Incoming):
 - Wire-line – Emergency incoming call that was transmitted through a wire or cable.
 - Wireless – Emergency incoming call that was transmitted through the air using a mobile telephone.
 - VoIP (Voice over Internet Protocol) – Emergency incoming call that was transmitted over a data network using the Internet Protocol.
 - SMS (Short Message Service) – Emergency incoming call (text message) that was transmitted through the air typically using a mobile device.
 - Unknown – Emergency incoming call for which we have insufficient data to determine the call service.
- Outgoing – New call that originated from within the site. (Transfers are not included here.) The outgoing call count includes:
 - Emergency calls – Console call back from an abandoned call.
 - Non-Emergency calls – Console to external location outside of the call center.
 - Other calls – Other non-emergency or non-administrative call.
- Abandoned – Emergency call where the caller hung up before the call was answered. The abandoned call count includes:
 - Not Serviced calls – Abandoned call where the calling party's number was recorded but the system did not find any call where the agent called the caller back.
 - Serviced calls – Abandoned call where the calling party's number was recorded and the system found that the agent called the caller back.
 - Unserviceable – Abandoned call where the calling party's number was not recorded or was invalid, so the agent could not call the caller back.

Also provides the wait duration, that is the number of seconds the caller waited before the emergency incoming call was answered or abandoned.

Users select the row detail or member for the call count report. Typically they may count calls for agents, consoles, trunks, and so on. The users may also choose to include up to two grouping levels. So, for example, the report could count calls received by Agents, grouped by Site and Class of Service (COS).

Report Notes:

Report Description
Glossary of Terms

Field	Description
Report Heading Information (no field title)	The information that applies to the entire report.
For (row detail)	The lowest level (row detail) of the report. This is the focus or lowest granularity on the report. For example, if reporting on the calls processed for each Xfer/Conf Target, each Xfer/Conf Target would be shown on a row in the detail section of the report. When defining the contents of the report on Analytics's Report Criteria page, it is the last group selected. (It can also be the only group selected.)
Creation Date	Date and time the report was produced.
Grouping	Selected hierarchical level and classifications of the requested data (for example, Level 1: Site; Members: Agent Group). Level 1 is the top level of grouping on the report. Level 2 is the mid-level group, and Members is the bottom or row level. The bottom level defines the lowest level of information on the report.
Date Range	Specified beginning and ending dates and times for the requested data.
Filter Criteria	Selected criteria that determine what data is included or excluded from the report.
Summary Information	The report data summarized by the highest grouping level (first selected group). Lower grouping levels and detail information are not shown in the summary section.
Highest grouping level (no field titles on report)	Top level group (column heading) and its members (line items) to which the displayed data applies, for example, "Sites" (column heading) and "ABC Call Center" (line item).
Total Calls	Total calls processed for the line item (member).

Call Count by Call Category per Day of Week

For (Day of Week)

Creation Date: 03/01/2018 08:50:42 AM

Grouping: Day of Week

Date Range: 02/01/2018 12:00:00 AM - 02/28/2018 11:59:59 PM

Filter Criteria:

Report Description

Glossary of Terms

Field	Description
Emergency (Call Category)	Total emergency calls, including SMS, processed for the line item (member) and for the lowest level. <i>Total Calls = Emergency + Non-Emergency + Other</i>
Non-Emergency (Call Category)	Total non-emergency calls processed for the line item (member). <i>Total Calls = Emergency + Non-Emergency + Other</i>
Other (Call Category)	Total intercom calls (in the site) processed for the line item (member). <i>Total Calls = Emergency + Non-Emergency + Other</i>
Wire-line (Call Service)	Total land line emergency calls processed for the line item (member). <i>Total Emergency Incoming Calls = Wire-line + Wireless + VoIP + SMS + Unknown</i>
Wireless (Call Service)	Total mobile emergency calls processed for the line item (member). Note: When calls are determined to be Wireless and VoIP by the Class of Service (COS) in the location information (ALI), some customers who have wireless trunk groups will not have some of their calls classified as wireless if the calls did not contain ALI with the Wireless COS. <i>Total Emergency Incoming Calls = Wire-line + Wireless + VoIP + SMS + Unknown</i>

Call Count by Call Category per Day of Week

For (Day of Week)

Creation Date: 03/01/2018 08:50:42 AM

Grouping: Day of Week

Date Range: 02/01/2018 12:00:00 AM - 02/28/2018 11:59:59 PM

Filter Criteria:

Report Description

Glossary of Terms

Field	Description
VoIP (Call Service)	Total internet emergency calls processed for the line item (member). <i>Total Emergency Incoming Calls = Wire-line + Wireless + VoIP + SMS + Unknown</i>
SMS (Call Service)	Total SMS calls processed for the line item (member). <i>Total Incoming Calls = Wire-line + Wireless + VoIP + SMS + Unknown</i>
Unknown (Call Service)	Total unknown emergency calls processed for the line item (member). <i>Total Emergency Incoming Calls = Wire-line + Wireless + VoIP + SMS + Unknown</i>
Outgoing (Call Origin)	Total outgoing calls (from the site) for the line item (member). <i>Total Outgoing Calls = Outgoing Emergency + Outgoing Non-Emergency + Outgoing Other</i>
Abandoned (Call Type)	Total emergency abandoned calls for the line item (member). <i>Total Abandoned Calls = Abandoned Not Serviced + Abandoned Serviced + Abandoned Unserviceable</i>
Avg Wait	The average number of seconds the caller waited before the emergency incoming call was answered or abandoned. <i>Total Wait Duration for Emergency Incoming Calls / Total Emergency Incoming Calls</i>
Total	The sum of all of the line items under the column where it appears (Grand Total).
Detail Information	The requested report data by the selected grouping order.

Creation Date: 03/01/2018 08:50:42 AM

Grouping: Day of Week

Date Range: 02/01/2018 12:00:00 AM - 02/28/2018 11:59:59 PM

Filter Criteria:

Report Description

Glossary of Terms

Field	Description
Groups (no field title on the report)	Group names or classifications and the members included within the groups. Members not included in the selected groups are merged in the "Other" groups so that the total call volume includes all calls except those removed by filtering. So, for example, if an Agent group was created that did not include all possible agents, some calls would potentially not be included within the Agent group. These calls would then be assigned to the Other group (all agents that were not included in the Agent group) so that the report totals reflected on the report would represent the total calls received for the date range and filter criteria applied. Events that do not contain a target member will be displayed in a row labeled "None" when the lowest level of items is included. However, if the report does not include the lowest tier of the group, the events with missing members will be shown in the group called "Other." If the Event contains a grouping/row member, but the member was not included in a tier when the group was created, the event will be counted and displayed in the "Other" row and, if the report has additional groups, it will be included in the Other group. <i>To reduce the number of events in the Other row, Airbus DS Communications recommends that all members be assigned to one of the grouping elements included in the grouping tier.</i> An example of "None" can be best seen by using a Call Count report where the lowest grouping level = Xfer/Conf Target. The calls that were not transferred will be shown in the "None" row, since no Xfer/Conf Target was used (for the transfer). <i>To reduce the number of events categorized as None, Airbus DS Communications recommends that you include a filter to exclude these items when requesting the report.</i>
Total Calls	Total calls processed for the line item (member) and for the lowest level.

Creation Date: 03/01/2018 08:50:42 AM

Grouping: Day of Week

Date Range: 02/01/2018 12:00:00 AM - 02/28/2018 11:59:59 PM

Filter Criteria:

Report Description
Glossary of Terms

Field	Description
Emergency (Call Category)	Total emergency calls, including SMS, processed for the line item (member) and for the lowest level. <i>Total Calls = Emergency + Non-Emergency + Other</i>
Non-Emergency (Call Category)	Total non-emergency calls processed for the line item (member) and for the lowest level. <i>Total Calls = Emergency + Non-Emergency + Other</i>
Other (Call Category)	Total intercom calls (in the site) processed for the line item (member) and for the lowest level. <i>Total Calls = Emergency + Non-Emergency + Other</i>
Wire-line (Call Service)	Total land line emergency calls processed for the line item (member). <i>Total Emergency Incoming Calls = Wire-line + Wireless + VoIP + SMS + Unknown</i>
Wireless (Call Service)	Total mobile emergency calls processed for the line item (member). Note: When calls are determined to be Wireless and VoIP by the Class of Service (COS) in the location information (ALI), some customers who have wireless trunk groups will not have some of their calls classified as wireless if the calls did not contain ALI with the Wireless COS. <i>Total Emergency Incoming Calls = Wire-line + Wireless + VoIP + SMS + Unknown</i>

Report Description
Glossary of Terms

Field	Description
VoIP (Call Service)	Total internet emergency calls processed for the line item (member). <i>Total Emergency Incoming Calls = Wire-line + Wireless + VoIP + SMS + Unknown</i>
SMS (Call Service)	Total SMS calls processed for the line item (member). <i>Total Incoming Calls = Wire-line + Wireless + VoIP + SMS + Unknown</i>
Unknown (Call Service)	Total unknown emergency calls processed for the line item (member). <i>Total Emergency Incoming Calls = Wire-line + Wireless + VoIP + SMS + Unknown</i>
Outgoing (Call Origin)	Total outgoing calls (from the site) for the line item (member) and for the lowest level. <i>Total Outgoing Calls = Outgoing Emergency + Outgoing Non-Emergency + Outgoing Other</i>
Abandoned (Call Type)	Total emergency abandoned calls for the line item (member) and for the lowest level. <i>Total Abandoned Calls = Abandoned Not Serviced + Abandoned Serviced + Abandoned Unserviceable</i>
Avg Wait	The average number of seconds the caller waited before the emergency incoming call was answered or abandoned for the line item (member) and for the lowest level. <i>Total Wait Duration for Emergency Incoming Calls / Total Emergency Incoming Calls</i>
Total (Sub-total)	Sub-total of all of the line items under the column where it appears.
Total (Grand Total)	The sum of all of the sub-totals under the column where it appears.

Call Count by Call Category per Day of Week

For (Day of Week)

Creation Date: 03/01/2018 08:50:42 AM

Grouping: Day of Week

Date Range: 02/01/2018 12:00:00 AM - 02/28/2018 11:59:59 PM

Filter Criteria:

Public Works Department Activity Report

February 2018

Preventive maintenance and repair on storm water collection system

Work on signs repair and replace

Patch 13 Tons

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

Service and repair Equip.

Cut and pick up trash on R-O-W

Haul trash

Haul Sludge

Fill Graves and remove old flowers

Edge curb and pickup trash on KIA Parkway and Blvd.

Clean area at Ave. E and East 9th to East 10th

Pick up trees and plant

Replace Man Hole on east 10 th Street

Clean Wood Yard Road

Repair Curb on O. G. Skinner Drive

February 2018 Utility Department Reports

GAS DEPARTMENT/UTILITY PROTECTION

Task Description	This Month (Completed)	Total YTD	This Month Year Ago	YTD Year Ago
Install, Change Gas Meter	95	95	0	0
Install, Renew, Relocate, Reinstate, Abandon Service	2	2	1	4
Locate Underground Utilities	19	38	74	99
MISCELLANEOUS-GAS	1	2	0	1
ODORATOR MONTHLY TEST	2	2	1	2
Report of Gas Leak	2	5	0	1
Restake UG Locates	3	7	5	8
STATION INSPECTION	4	5	1	4

POWER & LIGHTS

Task Description	This Month (Completed)	Total YTD	This Month Year Ago	YTD Year Ago
CHANGE ELECTRIC METER	2	3	0	1
CHANGE ELECTRIC SERVICE	1	1	0	0
CHANGE OUT POLE	0	0	1	1
CUSTOMER COMPLAINT-ELECTRIC	1	2	0	0
CUSTOMER COMPLAINT-STREETS/PUBLIC WORKS	0	0	2	2
INSTALL STREET LIGHT	0	1	1	1
LIMB/TREE ON LINE	2	3	0	0
Meter Reading Complaint	0	0	1	1
POWER - OTHER/MISCELLANEOUS	9	10	3	15
POWER OUTAGE	6	12	3	8
REPAIR ELECTRIC SERVICE	1	2	5	6
REPAIR SECURITY LIGHT	5	5	0	4
REPAIR STREET LIGHT	0	5	4	8

February 2018 Utility Department Reports

SERVICE TRUCK

Task Description	This Month (Completed)	Total YTD	This Month Year Ago	YTD Year Ago
READ IN / READ OUT UTILITIES	14	42	7	9
TURN OFF UTILITIES	9	19	6	7
TURN ON UTILITIES	5	13	0	0
XXTurn On Utilities	0	0	12	12

SEWER DEPARTMENT

Task Description	This Month (Completed)	Total YTD	This Month Year Ago	YTD Year Ago
ODOR REPORTED	1	2	0	0
REPAIR MANHOLE	0	0	1	1
SEWER BACKUP	3	8	0	2
SEWER MISCELLANEOUS	1	2	6	6

WATER DISTRIBUTION

Task Description	This Month (Completed)	Total YTD	This Month Year Ago	YTD Year Ago
CHANGE METER BOX	0	0	1	1
CHANGE WATER METER	35	35	0	0
CHECK WATER PRESSURE	1	1	0	1
CHECK WATER QUALITY	1	1	0	0
CUSTOMER COMPLAINT-WATER	0	2	1	1
INVESTIGATE WATER LEAK	4	17	5	5
Install, Renew, Relocate, Reinstate, Abandon Service	0	0	1	1

February 2018 Utility Department Reports

MISCELLANEOUS/OTHER-WATER	7	9	11	14
NEW WATER SERVICE	1	1	4	5
REPAIR LEAK - MAIN LINE	0	0	1	1
REPAIR LEAK IN SERVICE LINE	0	0	2	2
Repair Service Line	0	0	1	1
TURN OFF WATER METER	1	7	0	0
WATER TAP REQUEST	3	4	0	0

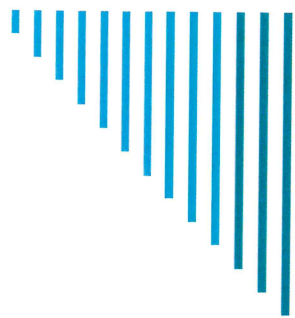
WATER TREATMENT PLANT

Task Description	This Month (Completed)	Total YTD	This Month Year Ago	YTD Year Ago
Inspect Generator (Fuller Road)	1	2	1	1
PM Check	0	4	1	1
Weekly PM	6	31	26	26

Water Treatment Plant Flows February 2018

Water Withdrawn from River	Feb 2018 = 30,609,000 Gallons	Jan 2018 = 32,099,000 Gallons	Feb 2017 = 28,719,000 Gallons
Highest Day Withdrawal	Feb 2018 = 1,374,000 Feb 15th	Jan 2018 = 1,453,000 Jan 22nd	Feb 2017 = 1,363,000 Gallons Feb 13th
Pumped to System	Feb 2018 = 28,214,000 Gallons	Jan 2018 = 28,547,000 Gallons	Feb 2018 = 29,737,000 Gallons
Highest Day PTS	Feb 2018 = 1,251,000 Feb 15th	Jan 2018 = 1,344,000 Jan 25th	Feb 2018 = 1,374,000 Gal on Feb 13th

Wastewater Treatment Plant Information Not Available at This Time



INFORMATION



Downtown West Point Development Authority Minutes
December 12, 2017

Present: Coleman Reeves, Karen Meadows, Gus Darden, Bill Nixon, Matthew Thrower, Ben Hamilton, Wayne Scroggs, Steve Tramell, Ed Moon, Meghan Duke and Cheryl Magby. Guest: Robert Braden.

Coleman Reeves called the meeting to order and called for an approval of the November minutes. Gus Darden made a motion to approve the minutes and Bill Nixon seconded the motion.

Treasurer's Report: Wayne Scroggs presented a balance sheet, profit and loss statement and bank reconciliation as of November 30, 2017 reflecting an ending balance of \$88,621.33. Bill Nixon made a motion to approve the treasurer's report and Ben Hamilton seconded the motion.

Committee Reports:

Façade Committee: No Report.

Old Business:

Ben Hamilton informed the group the Christmas decorations appeared to be well liked by the citizens of West Point. It is his intent to take down the decorations after New Year's Day. Ben mentioned that it would be helpful if the City would consider installing electrical outlets for the lights in the coming years.

Coleman Reeves stated the DWPDA had been asked by the City to allow work to the sewer line to be accessed and completed through the 4th Ave/7th St parking lot. Wayne Scroggs made a motion to give the City permission to complete the sewer work and Bill Nixon seconded the motion. All those present voted in favor.

In conjunction with the City's work on the sewer line, Coleman Reeves volunteered to work with the city to organize the repaving/restriping of the entire lot. The Authority has spent many months on getting estimates for these improvements and with the City going in to complete sewer work, now is the time to have the improvements done. Coleman proposed the DWPDA agree to cover up to \$25,000 in costs for the maintenance/repairs with the City of West Point paying for the difference. Bill Nixon made a motion to approve a budget of \$25,000 for improvements to the parking lot and Matt Thrower seconded the motion. All those present voted in favor.

Coleman Reeves explained to the group that there was a small strip of land owned by Steve Tramell in the 4th Ave/7th Street parking lot consisting of 0.19 acres. Coleman proposed a trade of 0.13 acres owned by the DWPDA for the 0.19 acre tract owned by Steve Tramell. This swap would be mutually beneficial for each party and is fairly even. A motion was made by Wayne Scroggs to make the trade and Ben Hamilton seconded the motion. All those present were in favor of the transaction.

Meghan Duke reported the Forward Fund application was approved by the West Point City Council for DWPDA to purchase the property informally known as the "Wood Yard". Funding for the purchase will come from the following: \$350,000 Forward Fund grant, \$100,000 loan from West Point Development Authority and \$100,000 donation from West Point Development Authority.

New Business:

Robert Braden was introduced to the group by Ben Hamilton and Steve Tramell. Robert provided a synopsis of his business, Valley Area Life, and explained its purpose is to help connect residents and businesses with activities in our community and to help local businesses grow and overcome technological challenges. He distributed a flyer with several cost options for the service.

Coleman Reeves adjourned the meeting. The next meeting will be held January 9th at 9:15 a.m. at the Welcome and Business Center located at 707 3rd Avenue.

Submitted by Karen Meadows, Secretary

Downtown West Point Development Authority Minutes
January 9, 2018

Present: Coleman Reeves, Karen Meadows, Gus Darden, Bill Nixon, Matthew Thrower, Ben Hamilton, Wayne Scroggs, Lance Frances, Steve Tramell, Ed Moon, Meghan Duke and Cheryl Magby

Coleman Reeves called the meeting to order and called for an approval of the December minutes. Matt Thrower made a motion to approve the minutes upon additions noted by Karen Meadows and Bill Nixon seconded the motion.

Treasurer's Report: Wayne Scroggs presented a balance sheet, profit and loss statement and bank reconciliation as of December 29, 2017 reflecting an ending balance of \$83,029.33. Bill Nixon made a motion to approve the treasurer's report and Matt Thrower seconded the motion.

Committee Reports:

Façade Committee: Meghan Duke reported that a grant of \$1,500 had been requested on 727 3rd Avenue (Irish Pub Building) after costs incurred by the owner of \$3,300 to change the façade and signage of the building. Karen Meadows made a motion to approve the grant request and Coleman Reeves seconded the motion.

Old Business:

Ben Hamilton informed the group the Christmas decorations had been removed and stored. He also suggested new artificial trees be purchased for the coming years.

Coleman Reeves updated the group on the status of the sewer line repairs.

Coleman Reeves informed the group that the closing for the "Wood Yard" property would be held on January 23rd.

New Business:

Meghan Duke distributed a sponsorship flyer for the St. Patty's on the River event scheduled for Saturday, March 17th at the downtown West Point River Park. Coleman Reeves made a motion that the DWPDA donate \$500 to sponsor the event, meeting the requirement for the Silver sponsor. Bill Nixon seconded the motion.

Coleman Reeves adjourned the meeting. The next meeting will be held February 13th at 9:15 a.m. at the Welcome and Business Center located at 707 3rd Avenue.

Submitted by Karen Meadows, Secretary

West Point Development Authority

Agenda

February 26, 2018

- 1. Invocation**
- 2. Minutes**
- 3. Financial Report**
- 4. Old Business**
- 5. New Business**
 - WPDA and City of WP Agreement regarding conveyance of properties**
 - First Amendment to Project Agreement- ITC Capital Partners & WPDA**
 - WP Active Life Center – Contribution Request**
 - Juneteenth – Contribution Request**
- 6. Economic Development Director Report – Meghan Duke**
- 6. Adjournment**
- 7. Next meeting to be held on Monday, March 26, 2018 at 12:00 noon at 707 3rd Avenue, West Point, GA.**

WEST POINT DEVELOPMENT AUTHORITY
Meeting Minutes
January 22, 2018

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

Meeting was called to order by Josh Moon.

Motion was made by Lionel Johnson and seconded by Kevin Patrick to approve the minutes of the November 27, 2017 meeting. Vote to approve was unanimous by all members present.

Motion was made by Kevin Patrick and seconded by Lionel Johnson to approve the minutes of the Special Called Meeting of January 10, 2018 meeting with amendment to add sentence that board members expressed concern for purchasing properties in the future at inflated values. Vote to approve was unanimous by all members present.

Motion was made by Lionel Johnson and seconded by Kevin Patrick to approve the financial report for December, 2017. Vote to approve was unanimous by all members present.

In old business discussed was the land swap between the WPDA and the City of West Point. Larry Nix is working on the legal agreements for this.

Meghan Duke reported on activity for December, 2017.

Motion was made by Lionel Johnson and seconded by Kevin Patrick to keep the slate of officers as in 2017, as follows:

Josh Moon – Chairman

Kevin Patrick – Vice Chairman

Griggs Zachry – Secretary

Wiky Gladden – Treasurer

Vote to approve was unanimous by all members present.

On motion made by Lionel Johnson and seconded by Kevin Patrick to approve the 2018 budget as submitted. Vote to approve was unanimous by all members present.

There being no further business, the meeting was adjourned.

J. Griggs Zachry, III
Secretary

5:40 PM
02/20/18
Accrual Basis

West Point Development Authority
Balance Sheet
As of February 26, 2018

	<u>Feb 26, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
CB&T Certificate of Deposit	251,981.09
Charter Bank - Money Market Acc	200,690.94
Operating Account	154,162.49
Total Checking/Savings	<u>606,834.52</u>
Accounts Receivable	
Loan Receivable - ITC CP LLC	63,900.30
Total Accounts Receivable	<u>63,900.30</u>
Total Current Assets	<u>670,734.82</u>
TOTAL ASSETS	<u>670,734.82</u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	516,166.89
Retained Earnings	392,315.63
Net Income	-237,747.70
Total Equity	<u>670,734.82</u>
TOTAL LIABILITIES & EQUITY	<u>670,734.82</u>

5:44 PM
02/20/18
Accrual Basis

West Point Development Authority
Profit & Loss
February 1 - 26, 2018

	<u>Feb 1 - 26, 18</u>
Income	0.00
Expense	
Community Development	1,000.00
Education	429.00
Lease Payment Expense	750.00
Legal and Closing	250.00
Marketing	429.00
Office Expense	36.88
Postage	12.91
Professional Dues & Subscript.	1,691.50
Travel	12.00
Total Expense	<u>4,611.29</u>
Net Income	<u><u>-4,611.29</u></u>

5:45 PM

02/20/18

Accrual Basis

West Point Development Authority

Profit & Loss Detail

February 1 - 26, 2018

Type	Date	Num	Name	Memo	Amount	Balance
Income						
Expense						
Community Development	2/1/2018	2278	Yvonne Reed	February 2018	1,000.00	1,000.00
Check					1,000.00	1,000.00
Total Community Development						
Education	2/8/2018	DEBIT	Troup County Board of Commissioners	PILOT TAX SEMINAR	429.00	429.00
Check					429.00	429.00
Total Education						
Lease Payment Expense	2/1/2018	2276	Tramell Properties	February 2018	750.00	750.00
Check					750.00	750.00
Total Lease Payment Expense						
Legal and Closing	2/1/2018	2277	Morrow & Nix	February 2018	250.00	250.00
Check					250.00	250.00
Total Legal and Closing						
Marketing	2/8/2018	debit	Troup County Board of Commissioners	PILOT Tax Seminar - Januar...	429.00	429.00
Check					429.00	429.00
Total Marketing						
Office Expense	2/1/2018	2279	Cardmember Service	Staples	36.88	36.88
Check					36.88	36.88
Total Office Expense						
Postage	2/1/2018	2279	Cardmember Service	The UPS Store	12.91	12.91
Check					12.91	12.91
Total Postage						
Professional Dues & Subscript.	2/1/2018	2279	Cardmember Service	GA Economic Development	400.00	400.00
Check				Valley Partnership Dues 1/20...	1,291.50	1,691.50
Check	2/1/2018	2280	Valley Partnership Joint Dev Authority		1,691.50	1,691.50
Total Professional Dues & Subscript.						
Travel	2/1/2018	2279	Cardmember Service	Lanier Parking	12.00	12.00
Check					12.00	12.00
Total Travel						
Total Expense					4,611.29	4,611.29
Net Income					-4,611.29	-4,611.29

West Point Development Authority

Profit & Loss Budget vs. Actual

February 1 - 26, 2018

	Feb 1 - 26, 18	Budget	\$ Over Budget	% of Budget
Income				
Bond Income	0.00	0.00	0.00	0.0%
Interest Income	0.00	0.00	0.00	0.0%
Interest Income on L/R ITC	0.00	0.00	0.00	0.0%
Intergovernmental Income	0.00	0.00	0.00	0.0%
Miscellaneous	0.00	0.00	0.00	0.0%
Total Income	0.00	0.00	0.00	0.0%
Expense				
Cell Phone	0.00	0.00	0.00	0.0%
Community Development	1,000.00	154.77	845.23	646.1%
Computer & Website Maintenance	0.00	77.38	-77.38	0.0%
Contract Labor	0.00	4,410.71	-4,410.71	0.0%
Contributions	0.00	619.05	-619.05	0.0%
Education	429.00	193.46	235.54	221.8%
FICA	0.00	0.00	0.00	0.0%
Health Insurance	0.00	0.00	0.00	0.0%
Insurance	0.00	0.00	0.00	0.0%
Lease Payment Expense	750.00	696.43	53.57	107.7%
Legal & Closing-Projects	0.00	309.52	-309.52	0.0%
Legal and Closing	250.00	232.14	17.86	107.7%
Marketing	429.00	773.81	-344.81	55.4%
Miscellaneous Expense	0.00	77.38	-77.38	0.0%
Office Expense	36.88	116.07	-79.19	31.8%
Payroll Expenses	0.00	0.00	0.00	0.0%
Postage	12.91	7.74	5.17	166.8%
Professional Dues & Subscript.	1,691.50	696.43	995.07	242.9%
Project Development	0.00	3,095.24	-3,095.24	0.0%
Travel	12.00	77.38	-65.38	15.5%
VOID	0.00	0.00	0.00	0.0%
Workforce Development	0.00	386.90	-386.90	0.0%
Total Expense	4,611.29	11,924.41	-7,313.12	38.7%
Net Income	-4,611.29	-11,924.41	7,313.12	38.7%

West Point Development Authority
Profit & Loss Budget vs. Actual
 January through December 2018

	Jan - Dec 18	Budget	\$ Over Budget	% of Budget
Income				
Bond Income	0.00	100,000.00	-100,000.00	0.0%
Interest Income	82.55			
Interest Income on L/R ITC	0.00	28,439.88	-28,439.88	0.0%
Intergovernmental Income	30,000.00	120,000.00	-90,000.00	25.0%
Total Income	30,082.55	248,439.88	-218,357.33	12.1%
Expense				
Community Development	2,414.19	2,000.00	414.19	120.7%
Computer & Website Maintenance	0.00	1,000.00	-1,000.00	0.0%
Contract Labor	0.00	57,000.00	-57,000.00	0.0%
Contributions	1,500.00	8,000.00	-6,500.00	18.8%
Education	429.00	2,500.00	-2,071.00	17.2%
Insurance	0.00	6,000.00	-6,000.00	0.0%
Lease Payment Expense	1,500.00	9,000.00	-7,500.00	16.7%
Legal & Closing-Projects	455.00	4,000.00	-3,545.00	11.4%
Legal and Closing	500.00	3,000.00	-2,500.00	16.7%
Marketing	429.00	10,000.00	-9,571.00	4.3%
Miscellaneous Expense	0.00	1,000.00	-1,000.00	0.0%
Office Expense	36.88	1,500.00	-1,463.12	2.5%
Postage	12.91	100.00	-87.09	12.9%
Professional Dues & Subscript.	1,691.50	9,000.00	-7,308.50	18.8%
Project Development	258,833.39	40,000.00	218,833.39	647.1%
Travel	12.00	1,000.00	-988.00	1.2%
Workforce Development	0.00	5,000.00	-5,000.00	0.0%
Total Expense	267,813.87	160,100.00	107,713.87	167.3%
Net Income	-237,731.32	88,339.88	-326,071.20	-269.1%



WEST POINT
DEVELOPMENT
AUTHORITY

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

Economic Development Director Report

Submitted: Wednesday, February 21, 2018

- Attended GEDA's Legislative Event at the State Capitol. (1/23)
- Attended LaGrange-Troup County Chamber of Commerce Annual Dinner. (1/23)
- Attended Troup County Tax Assessors Seminar with Local Payment In Lieu of Taxes (P.I.L.O.T.) participants. (1/24)
- Georgia Trend Economic Yearbook Interview on activity/projects/infrastructure investments in West Point. (1/25)
- Participated in Troup County delegation site visit/tour at Volkswagen Academy to understand robotics and mechatronic programs for high school and post-secondary programs. (1/26)
- Attended 2018 Georgia Economic Outlook Series in Columbus, GA with Valley Partnership. (2/1)
- Coordinated closing/purchase of 707 E 10th Street property. (2/1)
- Met with Warner Road/Exit 6 property representative. (2/5)
- Project meeting for Exit 2 development. (2/6)
- Attended Troup Works Kickoff Meeting. (2/12)
- Community tour with Michael Cahill ECG's new retail-commercial project manager. (2/16)
- Attended Three Rivers High Demand Career Initiative Grant presentation. (2/16)
- Attended West Point Mainstreet Meeting. (2/21)



WEST POINT DEVELOPMENT AUTHORITY

Application for Contribution

Date: February 12, 2018

Organization Name: West Point Active Life - Senior center

Address: 1114 O.G. Skinner Drive

City: West Point

State: GA

Zip: 31833

Amount Requested: \$1000

Contact Name (person submitting application): Zelma Brock / Sandra Thornton

Telephone: 706-645-3580

Email address: _____

Please describe the use of the funds being requested: Outdoor recreation
outdoor furniture

All contributions approved are solely at the discretion of Board approval.



West Point Active Life
A Better Life to Live

February 6, 2018

Dear West Point Development Authority,

West Point Active Life is an activity center for adults 55+. Our mission is to provide recreation, activities, meals and trips for older adults that enhances quality of life, empowers independence and extends lifespan.

West Point Active Life (Troup Council on Aging) is a 501 (c) (3) non-profit organization. Our federal tax ID # is 581271057.

We are in need of donations to build an outdoor sanctuary for or clients to participate in recreation and group gathering. Our Center is looking for donations to make this outdoor area a place where we can gather and participate in many activities currently unavailable to us because of our lack of a functional outdoor space.

We are in need of 6 picnic tables with bench seating, 4 outdoor benches, a large gas grill with ceramic grill plates and side burner, 20 bags of play sand for horse shoe pits, grill cover, 2 horse shoe pits, and 20 sturdy outdoor folding chairs.

Your generous donation for the older adults of our community is greatly appreciated.

Yours Truly,

Zelma Brock
Site Manager

Carmen Rogers
Activities Coordinator



WEST POINT DEVELOPMENT AUTHORITY

Application for Contribution

Date: Feb 21, 2018

Organization Name: Greater Valley Juneteenth Celebration

Address: P.O. BOX 525 West Point, GA 31833

City: _____

State: _____

Zip: _____

Amount Requested: \$1,500

Contact Name (person submitting application): Carmen McCoy

Telephone: 706-501-9069

Email address: _____

Please describe the use of the funds being requested: Summer Sounds Concert,
5K Unity Run/Walk, Juneteenth Celebration

All contributions approved are solely at the discretion of Board approval.



January 22, 2018

Dear West Point Downtown Development Authority
P O Box 350
West Point, GA 31833

It's almost time for our Greater Valley Juneteenth Celebration which is held every year in June. This is a time when we educate and celebrate the emancipation of the freed slaves. We bring together all surrounding communities, cultures, and races to reflect on the past. However more importantly we build relationships and prepare our communities for the future. We do this through education, song, dance, and arts and crafts.

This year the Greater Valley Juneteenth Celebration festival will be held on June 9, 2018 at 1007 North 6th Avenue in Lanett, Alabama. It includes a Summer Sounds Concerts TBA and a 5K Unity Run/Walk TBA at the West Point's River walk Park, West Point, Georgia.

Last year more than 1000 volunteers and spectators attended, and the event was covered by the local newspapers, radio stations, and television stations. We are anxiously looking forward to even greater success at this year's events.

I know that your Company has a desire to give back to the community, and we will greatly appreciate your support for this event.

Below are the details concerning this year's sponsorship levels:

- **\$1,500 - Platinum:**
- **\$1,000 - Gold:**
- **\$500 - Silver:**

All other donations will be greatly appreciated.

If your organization would like to participate in this year's event as a sponsor, please make checks payable to Greater Valley Juneteenth Celebration, P.O. Box 525, West Point, GA, 31833. **Deadline is May 1, 2018.** For additional information contact Carmen McCoy 706.501.9069.

Thank you for your time and consideration.

Sincerely,

Greater Valley Juneteenth Celebration Committee