



# **OFFICIAL ELECTRONIC PACKET**

**CITY OF STARKVILLE, MISSISSIPPI  
March 6, 2018**

**Mayor**  
D. Lynn Spruill

**Vice Mayor**  
Roy A. Perkins

**Board of Aldermen**  
Ben Carver  
Sandra Sistrunk  
David Little  
Jason Walker  
Patrick Miller  
Henry Vaughn, Sr.

**City Attorney**  
Chris Latimer

**City Clerk / CFO**  
Lesa Hardin

**Technology Director**  
Joel Clements, Jr.

**Utilities General Manager**  
Terry Kemp



**Police Chief**  
R. Frank Nichols

**Fire Chief**  
Charles Yarbrough

**Human Resources Director**  
Navarrete Ashford

**City Planning & Community Development**  
W. Buddy Sanders

**City Engineer**  
Edward Kemp

**Court Clerk**  
Shalonda Sykes

**Interim Park and Recreation Director**  
Gerry Logan

**Sanitation and Environmental Services Director**  
Calvin Ware

**Airport Director**  
Rodney Lincoln

**OFFICIAL AGENDA**

**THE MAYOR AND BOARD OF ALDERMEN**

**OF THE**

**CITY OF STARKVILLE, MISSISSIPPI**

REGULAR MEETING OF TUESDAY, MARCH 6, 2018  
5:30 P.M., COURT ROOM, CITY HALL  
110 WEST MAIN STREET

**PROPOSED CONSENT AGENDA ITEMS ARE HIGHLIGHTED**

**I. CALL THE MEETING TO ORDER**

**II. PLEDGE OF ALLEGIANCE AND A MOMENT OF SILENCE**

**III. APPROVAL OF THE OFFICIAL AGENDA INCLUDING CONSENTED ITEMS**

**IV. APPROVAL OF THE BOARD OF ALDERMEN MINUTES**

CONSIDERATION OF THE MINUTES OF THE FEBRUARY 6, 2018 MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE, MS.

CONSIDERATION OF THE MINUTES OF THE FEBRUARY 16, 2018 MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE, MS.

**V. ANNOUNCEMENTS AND COMMENTS**

A. MAYOR'S COMMENTS:

B. BOARD OF ALDERMEN COMMENTS:

**VI. CITIZEN COMMENTS**

**VII. PUBLIC APPEARANCES**

A. CITIZENS SUPPORTIVE OF EQUALITY AND FREEDOM OF SPEECH – LAMBDA PROFESSIONALS

**VIII. PUBLIC HEARING**

A. PUBLIC HEARING OF RZ 18-01 A REQUEST TO REZONE ONE LOT LOCATED AT 288 SAND ROAD FROM R-5 MULTI-FAMILY TO R-6 RESIDENTIAL MOBILE HOMES WITH THE PARCEL NUMBER 105-21-001.00.

CONSIDERATION OF RZ 18-01 A REQUEST TO REZONE ONE LOT LOCATED AT 288 SAND ROAD FROM R-5 MULTI-FAMILY TO R-6 RESIDENTIAL MOBILE HOMES WITH THE PARCEL NUMBER 105-21-001.00.

B. SECOND PUBLIC HEARING ON THE ADOPTION OF SECTIONS 1 AND 2 OF THE CITY OF STARKVILLE UNIFIED DEVELOPMENT CODE AND A MODIFICATION TO THE FAÇADE REQUIREMENTS.

**IX. MAYOR'S BUSINESS**

*THERE ARE NO ITEMS FOR THIS AGENDA*

**X. BOARD BUSINESS**

- A. RECONSIDERATION OF A SPECIAL EVENT REQUEST BY EMILY TURNER ON BEHALF OF STARKVILLE PRIDE TO HOLD THE 2018 PRIDE PARADE AND HAVE CITY PARTICIPATION WITH IN-KIND SERVICES ON MARCH 24, 2018.

**XI. DEPARTMENT BUSINESS**

A. AIRPORT

*THERE ARE NO ITEMS FOR THIS AGENDA*

B. COMMUNITY DEVELOPMENT DEPARTMENT

1. CODE ENFORCEMENT

*THERE ARE NO ITEMS FOR THIS AGENDA*

2. PLANNING

a. CONSIDERATION OF TRAVEL FOR BUDDY SANDERS TO ATTEND THE MID-SOUTH COMMUNITIES FIBER FORUM IN HUNTSVILLE, AL MARCH 21, 2018 WITH COSTS NOT TO EXCEED \$100.

b. CONSIDERATION OF AN ENCROACHMENT AGREEMENT WITH JANICE BROWN AND GLENN BLANTON, LOT 51 OF THE R.E. JOSEY SUBDIVISION NUMBER TWO – INTERSECTION OF LINDBERGH BOULEVARD AND JOSEY AVENUE.

C. COURTS

*THERE ARE NO ITEMS FOR THIS AGENDA*

D. ENGINEERING

*THERE ARE NO ITEMS FOR THIS AGENDA*

E. FINANCE AND ADMINISTRATION

1. REQUEST APPROVAL OF THE CITY OF STARKVILLE CLAIMS DOCKET FOR ALL DEPARTMENTS INCLUDING STARKVILLE UTILITIES DEPARTMENT AS OF FEBRUARY 28, 2018 FOR FISCAL YEAR ENDING 9/30/18, ACKNOWLEDGING THAT THE CITY CLERK HAS ATTESTED AND CERTIFIED ON THE COVER OF THE CLAIMS DOCKET THAT ALL CLAIMS ON THE DOCKET ARE TRUE, ACCURATE, LAWFUL AND PROPER TO THE BEST OF HER KNOWLEDGE, FOR PAYMENT PURSUANT TO HER DUTIES UNDER MISS. CODE SECTIONS 21-39-5, 21-39-7, 21-39-9, 21-39-17 AND 21-15-21.

2. CONSIDERATION OF ADVERTISING FOR REQUESTS FOR QUOTES FOR PROPERTY, VEHICLE AND EQUIPMENT INSURANCE SERVICES.

3. REQUEST APPROVAL TO RENEW A MECHANICAL SERVICE AGREEMENT WITH BRISLIN INC. FOR THE QUARTERLY INSPECTION AND MAINTENANCE OF EQUIPMENT LOCATED AT CITY HALL, 110 WEST MAIN STREET AT A COST OF \$1,000.00 PER QUARTER AND TO APPROVE A NEW CONTRACT AT THE POLICE DEPARTMENT, 101 EAST LAMPKIN AT \$1,250.00 PER QUARTER.

F. FIRE DEPARTMENT

*THERE ARE NO ITEMS FOR THIS AGENDA*

G. HUMAN RESOURCES

1. REQUEST AUTHORIZATION TO ADVERTISE FOR A DRIVER IN THE SANITATION & ENVIRONMENTAL SERVICES DEPARTMENT.

2. REQUEST AUTHORIZATION TO ADVERTISE FOR AN OFFICE ASSISTANT IN THE UTILITIES DEPARTMENT, UNDER THE WAREHOUSE DIVISION.

3. REQUEST AUTHORIZATION TO ADVERTISE FOR A FOREMAN IN THE UTILITIES DEPARTMENT, UNDER THE WATER DIVISION.

4. REQUEST AUTHORIZATION TO ADVERTISE FOR AN ASSISTANT MANAGER IN THE STARKVILLE UTILITIES DEPARTMENT.

5. REQUEST AUTHORIZATION TO HIRE JOHN RICKS AS A WASTEWATER OPERATOR, IN THE STARKVILLE UTILITIES DEPARTMENT UNDER THE WASTEWATER DIVISION.

6. REQUEST AUTHORIZATION TO HIRE RASHAD RUFF, CAMERON HICKEY, JOHN PERSON, MICHAEL BANKS AND DAVID FONSECA, AS ENTRY LEVEL POLICE OFFICERS IN THE STARKVILLE POLICE DEPARTMENT.

H. INFORMATION TECHNOLOGY

*THERE ARE NO ITEMS FOR THIS AGENDA*

I. PARKS

*THERE ARE NO ITEMS FOR THIS AGENDA*

J. POLICE DEPARTMENT

1. REQUEST APPROVAL TO DECLARE A 1988 CHEVROLET CAPRICE, A 2002 FORD EXPLORER AND A 2007 FORD CROWN VICTORIA AS SURPLUS AND SELL TO THE HIGHEST OR BEST BIDDER.
2. REQUEST APPROVAL TO ALLOW GREENVILLE FITNESS TO CONDUCT YEARLY FITNESS EXAMS FOR POLICE AND FIRE DEPARTMENTS AT A COST NOT TO EXCEED \$18,000 EACH.

K. SANITATION DEPARTMENT

1. REQUEST AUTHORIZATION TO DECLARE TEN ITEMS LISTED AS SURPLUS PROPERTY AND TO SELL TO HIGHEST BIDDERS.

L. UTILITIES DEPARTMENT

1. REQUEST AUTHORIZATION FOR ROBBY GILLILAND TO TRAVEL TO JACKSON, TN TO ATTEND TVPPA LINE WORKER FINAL EXAM ON APRIL 17-18, 2018 AT A TOTAL COST NOT TO EXCEED \$1,349.52 WITH ADVANCE TRAVEL.
2. REQUEST AUTHORIZATION FOR TERRY KEMP TO ATTEND THE TENNESSEE VALLEY PUBLIC POWER ASSOCIATION (TVPPA) ANNUAL BOARD OF DIRECTORS MEETING AND CONFERENCE IN FAIRHOPE, AL, MAY 20-23, 2018, NOT TO EXCEED \$1,850.

**XII. CLOSED DETERMINATION SESSION**

**XIII. OPEN SESSION**

**XIV. EXECUTIVE SESSION**

LITIGATION

**XV. OPEN SESSION**

**XVI. RECESS UNTIL MARCH 20, 2018 @ 5:30 IN THE COURT ROOM AT 110 WEST MAIN STREET.**

*The City of Starkville is accessible to persons with disabilities. Please call the ADA Coordinator, Joyner Williams, at (662) 323-2525, ext. 3121 at least forty-eight (48) hours in advance for any services requested.*

*The maximum occupant load calculations for City Hall are:  
179 – Board Room, 90 – Lobby areas and 55 – Second floor meeting room*



**CITY OF STARKVILLE COVERSHEET  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM: MINUTES**  
**AGENDA DATE: 3-6-18**  
**PAGE: 1 of several**

**SUBJECT:** Request approval of the minutes of the February 6, 2018 meeting of the Mayor and Board of Aldermen of the City of Starkville, MS.

**AMOUNT & SOURCE OF FUNDING:** N/A

**FISCAL NOTE:** N/A

**AUTHORIZATION HISTORY:** N/A

**REQUESTING  
DEPARTMENT:** City Clerk's Office

**DIRECTOR'S  
AUTHORIZATION:** Lesa Hardin

**FOR MORE INFORMATION CONTACT:** Lesa Hardin, City Clerk / CFO

---

**SUGGESTED MOTION:** Approval of the minutes of the February 6, 2018 meeting of the Mayor and Board of Aldermen of the City of Starkville, MS.

**MINUTES OF THE REGULAR MEETING  
OF THE MAYOR AND BOARD OF ALDERMEN  
The City of Starkville, Mississippi  
February 6, 2018**

Be it remembered that the Mayor and Board of Aldermen met in a Regular Meeting on February 6, 2018 at 5:30 p.m. in the Courtroom of City Hall, located at 110 West Main Street, Starkville, MS. Present were Mayor Lynn Spruill, Aldermen Ben Carver, Sandra Sistrunk, David Little, Jason Walker, Patrick Miller, Roy A. Perkins and Henry Vaughn, Sr. Attending the Board were City Clerk / CFO Lesa Hardin and City Attorney Chris Latimer.

Mayor Lynn Spruill opened the meeting with the Pledge of Allegiance followed by a moment of silence.

Mayor Lynn Spruill asked for any revisions to the Official Agenda.

**REQUESTED REVISIONS TO THE OFFICIAL AGENDA:**

**Alderman Little** requested Item XI. B. 2. 1. be moved just following Public Hearing A:

Consideration of CU 18-01 a request for Conditional Use to allow for an accessory dwelling unit at 1700 S. Montgomery in an R-1 zone with the parcel number 106-23-003.01.

**Alderman Perkins** requested items XI. G. 3. and XI. G. 9. be removed from consent:

G. 3. Request authorization to advertise for a part-time receptionist, for the finance and administration department.

G. 9. Consideration to approve a temporary pay increase for the interim director of park and recreation.

**Alderman Sistrunk** requested a period be added after the word Mayor in Item G. 10:

Request authorization to advertise for a digital media specialist intern, serving as the liaison from the office of the Mayor. ~~to the city's information technology services department.~~

**Alderman Little** requested item IX. B. be removed from the agenda:

Consideration of calling for a public hearing on adopting a Leisure and Recreation District Ordinance per the authorization by MS Legislature House Bill 1223 passed in 2016.

There being no objections to the changes, the Mayor called for a motion to approve the agenda with consent items.

**1. A MOTION TO APPROVE THE AGENDA WITH CONSENT ITEMS.**

Alderman Little offered a motion, duly seconded by Alderman Miller, to approve the February 6, 2018 Agenda as amended. Mayor Spruill then read the consented items after which the Board voted as follows:

|                            |            |
|----------------------------|------------|
| Alderman Ben Carver        | Voted: Yea |
| Alderman Sandra Sistrunk   | Voted: Yea |
| Alderman David Little      | Voted: Yea |
| Alderman Jason Walker      | Voted: Yea |
| Alderman Patrick Miller    | Voted: Yea |
| Alderman Roy A. Perkins    | Voted: Yea |
| Alderman Henry Vaughn, Sr. | Voted: Yea |

Having received a majority affirmative vote, the Mayor declared the motion carried.

**OFFICIAL AGENDA OF  
THE MAYOR AND BOARD OF ALDERMEN**

**OF THE  
CITY OF STARKVILLE, MISSISSIPPI  
RECESS MEETING OF TUESDAY, FEBRUARY 6, 2018  
5:30 P.M., COURT ROOM, CITY HALL  
110 WEST MAIN STREET**

**PROPOSED CONSENT AGENDA ITEMS ARE HIGHLIGHTED**

- I. CALL THE MEETING TO ORDER**
- II. PLEDGE OF ALLEGIANCE AND A MOMENT OF SILENCE**
- III. APPROVAL OF THE OFFICIAL AGENDA INCLUDING CONSENTED ITEMS**
- IV. APPROVAL OF THE BOARD OF ALDERMEN MINUTES**

**CONSIDERATION OF THE MINUTES OF THE JANUARY 2, 2018 MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE, MS.**

**CONSIDERATION OF THE MINUTES OF THE JANUARY 12, 2018 MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE, MS.**

**V. ANNOUNCEMENTS AND COMMENTS**

**A. MAYOR'S COMMENTS:**

State of the Parks

Police Recognition Awards

New employee introduction: Police Officer Parker Madeen

**B. BOARD OF ALDERMEN COMMENTS:**

**VI. CITIZEN COMMENTS**

**VII. PUBLIC APPEARANCES**

**A. STARKVILLE AND 2018 – DOROTHY ISAAC**

**VIII. PUBLIC HEARING**

**A. FIRST PUBLIC HEARING ON THE ADOPTION OF SECTIONS 1 AND 2 OF THE CITY OF STARKVILLE UNIFIED DEVELOPMENT CODE AND A MODIFICATION TO THE FAÇADE REQUIREMENTS.**

**CONSIDERATION OF CU 18-01 A REQUEST FOR CONDITIONAL USE TO ALLOW FOR AN ACCESSORY DWELLING UNIT AT 1700 S. MONTGOMERY IN AN R-1 ZONE WITH THE PARCEL NUMBER 106-23-003.01**

**IX. MAYOR'S BUSINESS**

**A. PRESENTATION OF PHASE 1 AND CONSIDERATION OF MOVING FORWARD WITH PHASE 2 OF THE ANNEXATION STUDY BY SLAUGHTER AND ASSOCIATES.**

**B. CONSIDERATION TO PLACE AN INSERT PROVIDED BY THE OKTIBBEHA COUNTY HUMANE SOCIETY, A NON-PROFIT ORGANIZATION, IN STARKVILLE UTILITIES**

**FEBRUARY OR MARCH UTILITY BILLS.**

**X. BOARD BUSINESS**

- A. CONSIDERATION OF APPROVAL OF THE PROPOSED WARRANTY DEED BETWEEN THE STARKVILLE COUNTRY CLUB, INC., AND THE CITY OF STARKVILLE, MISSISSIPPI, ACCEPTING THE DEDICATION OF A PORTION OF FAIRWAY DRIVE AND ALL OF SAND WEDGE DRIVE.**
- B. CONSIDERATION OF APPOINTING MR. H. RUSSELL ROGERS TO THE MUNICIPAL AIRPORT BOARD TO FILL A VACANT SLOT, WHICH EXPIRED ON DECEMBER 31, 2017 FOR A THREE-YEAR TERM TO EXPIRE DECEMBER 31, 2020.**

**XI. DEPARTMENT BUSINESS**

**A. AIRPORT**

*THERE ARE NO ITEMS FOR THIS AGENDA*

**B. COMMUNITY DEVELOPMENT DEPARTMENT**

**1. CODE ENFORCEMENT**

- a. CONSIDERATION THAT THE CITY HOLD A PUBLIC HEARING PURSUANT TO MISS. CODE ANN. 21-19-11 DURING ITS REGULAR MEETING ON MARCH 6, 2018, WITH NOTICE TO BE PROVIDED PURSUANT TO THE STATUTE, FOR THE PURPOSE OF DETERMINING WHETHER PARCELS 101D-00-090.00, 118N-00-112.00, 118O-00-250.00, 117E-00-029.00, 119-30-007.00, 102B-00-321.00, AND 118A-00-033.00, IS IN SUCH A STATE OF UNCLEANLINESS AS TO BE A MENACE TO THE PUBLIC HEALTH, SAFETY, AND WELFARE OF THE COMMUNITY.**

**2. PLANNING**

*THERE ARE NO ITEMS FOR THIS AGENDA*

**A. COURTS**

*THERE ARE NO ITEMS FOR THIS AGENDA*

**B. ENGINEERING**

- 1. REQUEST APPROVAL TO TRANSFER A 1994 FORD F-150 (VIN 1FTDF15YORNA08538) FROM STARKVILLE UTILITY DEPARTMENT TO THE STARKVILLE STREET DEPARTMENT.**

**C. FINANCE AND ADMINISTRATION**

- 1. REQUEST APPROVAL OF THE CITY OF STARKVILLE CLAIMS DOCKET FOR ALL DEPARTMENTS INCLUDING STARKVILLE UTILITIES DEPARTMENT AS OF JANUARY 31, 2018 FOR FISCAL YEAR ENDING 9/30/18, ACKNOWLEDGING THAT THE CITY CLERK HAS ATTESTED AND CERTIFIED ON THE COVER OF THE CLAIMS DOCKET THAT ALL CLAIMS ON THE DOCKET ARE TRUE, ACCURATE, LAWFUL AND PROPER TO THE BEST OF HER KNOWLEDGE, FOR PAYMENT PURSUANT TO HER DUTIES UNDER MISS. CODE SECTIONS 21-39-5, 21-39-7, 21-39-9, 21-39-17 AND 21-15-21.**

2. CONSIDERATION OF THE APPROVAL OF TRAVEL FOR DEPUTY CLERKS LASHONDA WILSON, LEANNE MCGARR AND JAMEIKA SMITH TO THE DEPUTY CLERK TRAINING WITH ADVANCE TRAVEL.

#### D. FIRE DEPARTMENT

1. REQUEST PERMISSION TO ACCEPT A HOMELAND SECURITY GRANT FOR THE AMOUNT OF \$18,054.00 TO PURCHASE A 2018 POLARIS 900 CREW AND MEDLITE TRANSPORT DELUXE TO BE USED AT PUBLIC EVENTS IN THE CITY AND MSU FOOTBALL GAMES, WITH NO COST TO THE CITY.

#### E. HUMAN RESOURCES

1. REQUEST AUTHORIZATION TO HIRE NATHAN FLIPPO, AS A WATER OPERATOR IN THE STARKVILLE UTILITIES DEPARTMENT UNDER THE DRINKING WATER DIVISION.
2. REQUEST AUTHORIZATION TO HIRE NELSON MCGOUGH, AS AN INTERN FOR THE STARKVILLE UTILITIES DEPARTMENT.
3. REQUEST AUTHORIZATION TO ADVERTISE FOR A PART-TIME RECEPTIONIST, FOR THE FINANCE AND ADMINISTRATION DEPARTMENT.
4. REQUEST AUTHORIZATION TO HIRE REVIS KELLUM, KINDLE JONES AND GEORGE THOMPSON AS PART-TIME CERTIFIED FIREFIGHTERS IN THE STARKVILLE FIRE DEPARTMENT.
5. REQUEST AUTHORIZATION TO HIRE ELLIOT JOHNSON AND DEMORRIS EWING AS CERTIFIED FIREFIGHTERS AND TO HIRE GARRETT HEATON, AS TEMPORARY FULL-TIME CERTIFIED FIREFIGHTER IN THE STARKVILLE FIRE DEPARTMENT.
6. REQUEST AUTHORIZATION TO ADVERTISE FOR A RADIO OPERATOR (DISPATCHER), IN THE STARKVILLE POLICE DEPARTMENT.
7. REQUEST AUTHORIZATION TO ADVERTISE FOR A CIVIL ENGINEER CO-OP FOR THE ENGINEERING DEPARTMENT.
8. REQUEST AUTHORIZATION TO ADVERTISE FOR TWO (2) MAINTENANCE WORKERS IN THE STARKVILLE STREET DEPARTMENT.
9. CONSIDERATION TO APPROVE A TEMPORARY PAY INCREASE FOR THE INTERIM DIRECTOR OF PARK AND RECREATION.
10. REQUEST AUTHORIZATION TO ADVERTISE FOR A DIGITAL MEDIA SPECIALIST INTERN, SERVING AS THE LIAISON FROM THE OFFICE OF THE MAYOR.
11. REQUEST AUTHORIZATION TO ADVERTISE FOR A DIGITAL MEDIA/COMMUNICATION SPECIALIST INTERN, FOR STARKVILLE UTILITIES.

#### F. INFORMATION TECHNOLOGY

*THERE ARE NO ITEMS FOR THIS AGENDA*

## G. PARKS

1. REQUEST APPROVAL OF PARKS AND RECREATION CONCESSIONS AGREEMENT WITH FRED TATE, THE SOLE BIDDER, IN THE AMOUNT OF \$1,100.00.
2. REQUEST CONSIDERATION OF APPROVAL OF A PLAYGROUND PROJECT AT J. L. KING PARK FROM BLISS PRODUCTS INC. AT A TOTAL COST OF \$42,850.34, THE LOWER OF TWO QUOTES RECEIVED, TO BE PAID FROM 2% TAX FUNDS.
3. APPROVAL OF UPDATED FACILITY RENTAL FORM INCLUDES AN AMENDED POLICY (ITEM NUMBER 21) SPECIFYING RENTALS DURING PARK HOURS AND CONCLUDING AT 10 P.M., UNLESS APPROVED BY THE BOARD OF ALDERMEN.

## H. POLICE DEPARTMENT

1. REQUEST APPROVAL TO ADD FOUR NEW TASERS TO CITY INVENTORY.
2. REQUEST AUTHORIZATION FOR CHIEF R. FRANK NICHOLS TO ATTEND THE 2018 WILLIAM R. BRACEY WINTER CEO SYMPOSIUM IN BIRMINGHAM, AL, MARCH 22-24, 2018, AT A COST NOT TO EXCEED \$650.00 WITH ADVANCE TRAVEL.
3. REQUEST APPROVAL TO ACCEPT THE EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) IN THE AMOUNT OF \$21,476.13 WHICH IS 100% REIMBURSABLE IN THE AREA OF HOT SPOT POLICING, OVERTIME FOR HOT SPOT POLICING AND EQUIPMENT.

## I. SANITATION DEPARTMENT

1. REQUEST APPROVAL TO DECLARE 18 ITEMS LISTED AS SURPLUS PROPERTY, ADVERTISE FOR SALE, AND SELL TO THE HIGHEST BIDDER.

## J. UTILITIES DEPARTMENT

*THERE ARE NO ITEMS FOR THIS AGENDA*

## XII. CLOSED DETERMINATION SESSION

## XIII. OPEN SESSION

## XIV. EXECUTIVE SESSION

A. PERSONNEL

B. LAND ACQUISITION

## XV. OPEN SESSION

## XVI. RECESS UNTIL FEBRUARY 20, 2018 @ 5:30 IN THE COURT ROOM AT 110 WEST MAIN STREET.

*The City of Starkville is accessible to persons with disabilities. Please call the ADA Coordinator, Joyner Williams, at (662) 323-2525, ext. 3121 at least forty-eight (48) hours in advance for any services requested.*

**Consent items 2 – 26:**

**2. A MOTION TO APPROVE THE MINUTES OF THE JANUARY 2, 2018 MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE, MS.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval of the minutes of the January 2, 2018 meeting of the Mayor and Board of Aldermen of the City of Starkville, MS” is enumerated, this consent item is thereby approved.

**3. A MOTION TO APPROVE THE MINUTES OF THE JANUARY 12, 2018 MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE, MS.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval of the minutes of the January 12, 2018 meeting of the Mayor and Board of Aldermen of the City of Starkville, MS” is enumerated, this consent item is thereby approved.

**4. A MOTION TO PLACE AN INSERT PROVIDED BY THE OKTIBBEHA COUNTY HUMANE SOCIETY, A NON-PROFIT ORGANIZATION, IN STARKVILLE UTILITIES FEBRUARY OR MARCH UTILITY BILLS.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval to place an insert provided by the Oktibbeha County Humane Society, a non-profit organization, in Starkville Utilities February or March utility bills” is enumerated, this consent item is thereby approved.

**5. CONSIDERATION OF APPROVAL OF THE PROPOSED WARRANTY DEED BETWEEN THE STARKVILLE COUNTRY CLUB, INC., AND THE CITY OF STARKVILLE, MISSISSIPPI, ACCEPTING THE DEDICATION OF A PORTION OF FAIRWAY DRIVE AND ALL OF SAND WEDGE DRIVE.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval of the proposed warranty deed between the Starkville Country Club, Inc., and the City of Starkville, Mississippi, accepting the dedication of a portion of Fairway Drive and all of Sand Wedge Drive as described in the proposed deed and depicted on the survey attached to the warranty deed as exhibit “A”, on a finding that public interest, convenience, and necessity requires that the territory be accepted as public streets; and on an additional finding that all improvements outlined in the order of the Board of Aldermen on the minutes from June 20, 2017, have been performed by persons and/or entities other than the city, at those persons and/or entities’ sole expense, consistent with design plans approved by the city engineer, and to the satisfaction of the city engineer” is enumerated, this consent item is thereby approved.

**This document prepared by:  
Moore Law Office  
108 S. Lafayette  
Post Office Box 924  
Starkville, MS 39760  
(662) 323-7740  
MS Bar #3450**

**GRANTOR: THE STARKVILLE COUNTRY CLUB, INC.,  
A MISSISSIPPI CORPORATION  
ADDRESS: 1800 SOUTH MONTGOMERY STREET  
STARKVILLE, MS 39759  
PHONE: 662-803-0923**

**GRANTEE: CITY OF STARKVILLE  
ADDRESS: 101 LAMPKIN STREET  
STARKVILLE, MS 39759  
PHONE: 662-323-2525**

**Indexing Instructions:**

**TRACT ONE: 0.99 acres, more or less, in NW 1/4 of SW 1/4 of S23, T18 N, R14 E, Oktibbeha County, Mississippi.**

**TRACT TWO: Part of NW 1/4 of S23, T18 N, R14 E, Oktibbeha County, Mississippi.**

**STATE OF MISSISSIPPI  
COUNTY OF OKTIBBEHA**

**WARRANTY DEED**

**For and in consideration of Ten Dollars (\$10.00) cash in hand paid, and other good and valuable consideration, the receipt of all of which is hereby acknowledged, THE STARKVILLE COUNTRY CLUB, INC., A MISSISSIPPI CORPORATION, Grantor, do hereby convey, release, and**

warrant unto the CITY OF STARKVILLE, Grantee, the following described property situated in the County of Oktibbeha, State of Mississippi, and being more particularly described as follows, to-wit:

**TRACT ONE:**

**A parcel of land being 0.99 acres, more or less, situated in the Northwest Quarter of the Southwest Quarter of Section 23, Township 18 North, Range 14 East, Oktibbeha County, Mississippi and being further described as follows:**

**Commencing at the wooden post marking the intersection of the East right-of-way for South Montgomery Street with the North line of the Southwest Quarter of said Section 23 as per Deed Book 642, Page 71, with said wooden post also being used as the Point of Beginning for this description; run thence along the South right-of-way for Fairway Drive North 88 degrees 52 minutes East for 858.71 feet to the East right-of-way for proposed Evangiline Street; run thence North for 50.01 feet to the North right-of-way for Fairway Drive; run thence along said North right-of-way South 88 degrees 52 minutes West for 858.37 feet to the East right-of-way for South Montgomery Street; run thence along said East right-of-way South 00 degrees 24 minutes West for 50.02 feet to a wooden post and the Point of Beginning.**

**See Survey from Mike Brent attached as Exhibit "A".**

**TRACT TWO:**

**Commence at the intersection of the South boundary of the Northwest Quarter of Section 23, Township 18 North, Range 14 East with the East right-of-way of South Montgomery Street Extended; thence run in an Easterly direction along the South right-of-way of Club House Road a distance of 500.0 feet; thence run in a Northerly direction across Club House Road a distance of 60.0 feet to the Southwest corner of the intersection between Club House Road and Sandwedge Drive and use as the Point of Beginning.**

**Thence continue in a Northerly direction along the East right-of-way of Sandwedge Drive a distance of 385.6 feet to the beginning of a 50 foot radius cul de sac; thence run in a circular direction around the right-of-way of said 50 foot radius cul de sac (being a distance of 252.45 feet more or less); thence run in a Southerly direction along the West right-of-way of Sandwedge Drive a distance of 388.5 feet to the**

**North right-of-way of Club House Road; thence run North 89 degrees 45 minutes 00 seconds East a distance of 60.0 feet to the Point of Beginning.**

**Being all of Sandwedge Drive, Starkville, Mississippi.**

**The above described property is conveyed subject to all prior mineral reservations, if any, and also subject to easements for public utilities and rights of way for public roadways, whether the same appear of record or not, if any.**

**It is agreed and understood that the taxes for the current year have not been prorated.**

**WITNESS THE OFFICIAL SIGNATURE this the \_\_\_\_ day of \_\_\_\_\_, 2018.**

**THE STARKVILLE COUNTRY CLUB, INC.,  
A MISSISSIPPI CORPORATION**

**BY: \_\_\_\_\_  
JOHN S. FAIR III  
President**

**STATE OF MISSISSIPPI  
COUNTY OF OKTIBBEHA**

**Personally appeared before me, the undersigned authority in and for the said county and state, on this \_\_\_\_ day of \_\_\_\_\_, 2018, within my jurisdiction, the within named JOHN S. FAIR III, who acknowledged to me that he is PRESIDENT of THE STARKVILLE COUNTRY CLUB, INC., a Mississippi Corporation, and that in said representative capacity he executed the above and foregoing instrument, after first having been duly authorized so to do.**

\_\_\_\_\_  
**NOTARY PUBLIC**

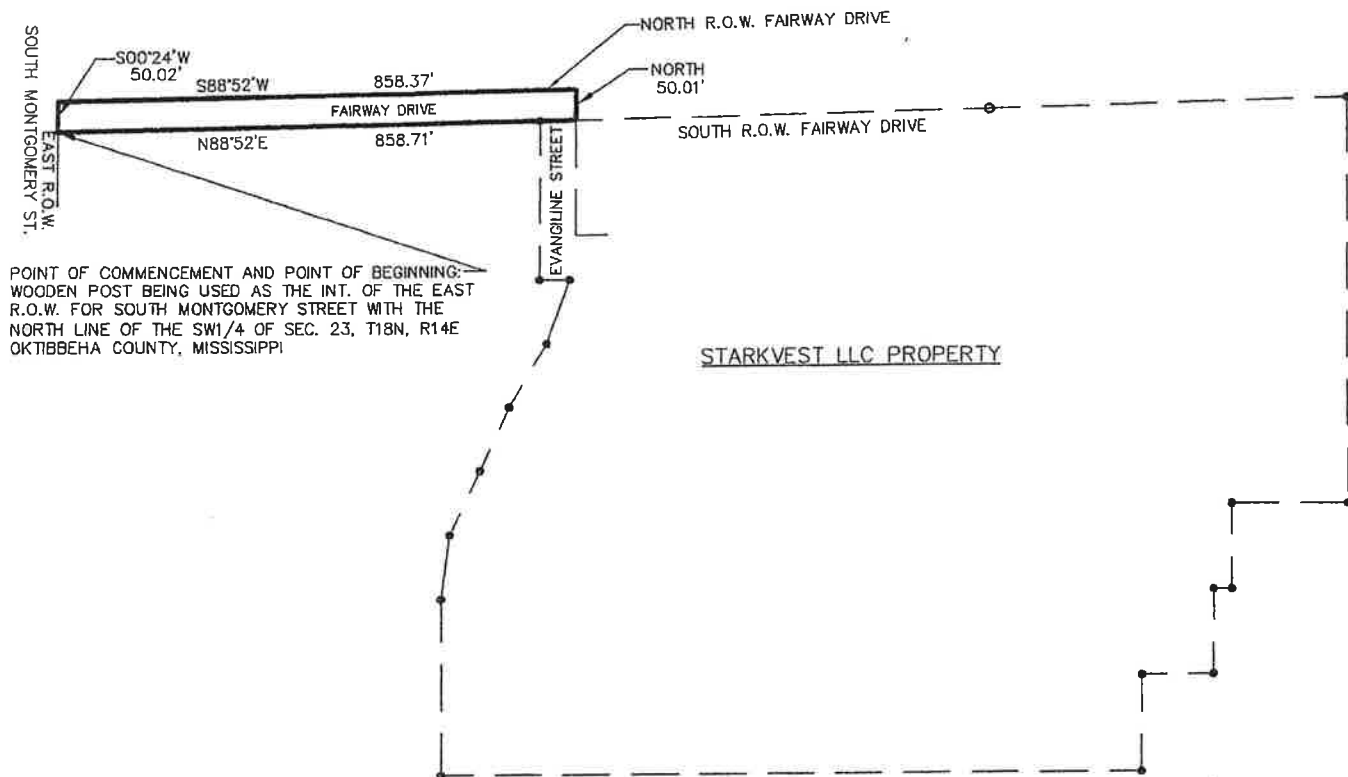
**My Commission Expires:**

# EXHIBIT

tabbies

A

## PLAT OF SURVEY AND DESCRIPTION A PORTION OF FAIRWAY DRIVE RIGHT-OF-WAY



A PARCEL OF LAND BEING 0.99 ACRES, MORE OR LESS, SITUATED IN THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 23, TOWNSHIP 18 NORTH, RANGE 14 EAST, OKTIBBEHA COUNTY, MISSISSIPPI AND BEING FURTHER DESCRIBED AS FOLLOWS;

COMMENCING AT THE WOODEN POST MARKING THE INTERSECTION OF THE EAST RIGHT-OF-WAY FOR SOUTH MONTGOMERY STREET WITH THE NORTH LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 23 AS PER DEED BOOK 642 PAGE 71, WITH SAID WOODEN POST ALSO BEING USED AS THE POINT OF BEGINNING FOR THIS DESCRIPTION; RUN THENCE, ALONG THE SOUTH RIGHT-OF-WAY FOR FAIRWAY DRIVE, N88°52'E FOR 858.71 FEET TO THE EAST RIGHT-OF-WAY FOR PROPOSED EVANGELINE STREET; RUN THENCE, NORTH FOR 50.01 FEET TO THE NORTH RIGHT-OF-WAY FOR FAIRWAY DRIVE; RUN THENCE, ALONG SAID NORTH RIGHT-OF-WAY, S88°52'W FOR 858.37 FEET TO THE EAST RIGHT-OF-WAY FOR SOUTH MONTGOMERY STREET; RUN THENCE, ALONG SAID EAST RIGHT-OF-WAY, S00°24'W FOR 50.02 FEET TO A WOODEN POST AND THE POINT OF BEGINNING.

SURVEY PARTY:  
ERIC KOIVA  
DEREK CADDIS  
RYAN STRICKLAND  
DATE OF FIELD WORK: AUGUST 2014

CLASS "B" SURVEY

NOTES:  
BEARINGS DETERMINED BY SOLAR OBSERVATION  
DISTANCES BY E.D.M.  
CALCULATIONS BY COMPUTER  
SURVEY PERFORMED WITHOUT CURRENT TITLE SEARCH



MICHAEL G. BRENT  
MISS. PLS #2738  
BRENT ENGINEERING SERVICE, INC.  
507-A M.L. KING DRIVE  
STARKVILLE, MISSISSIPPI

Scale: 1" = 300'

○ FOUND IRON PIN  
● SET 1/2" REBAR  
— x — FENCE

REFERENCE:  
DEED BOOK 2013 PAGE 15  
DEED BOOK 642 PAGE 71

C:\ACAD\14003\14-003 StarkVest Fairway Drive Legal 2-24-16 mgb

**6. CONSIDERATION OF APPOINTING MR. H. RUSSELL ROGERS TO THE MUNICIPAL AIRPORT BOARD TO FILL A VACANT SLOT, WHICH EXPIRED ON DECEMBER 31, 2017 FOR A THREE-YEAR TERM TO EXPIRE DECEMBER 31, 2020.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval of appointing Mr. H. Russell Rogers to the Municipal Airport Board to fill a vacant slot, which expired on December 31, 2017 for a three-year term to expire December 31, 2020” is enumerated, this consent item is thereby approved.

**7. CONSIDERATION THAT THE CITY HOLD A PUBLIC HEARING PURSUANT TO MISS. CODE ANN. 21-19-11 DURING ITS REGULAR MEETING ON MARCH 6, 2018, WITH NOTICE TO BE PROVIDED PURSUANT TO THE STATUTE, FOR THE PURPOSE OF DETERMINING WHETHER PARCELS 101D-00-090.00, 118N-00-112.00, 118O-00-250.00, 117E-00-029.00, 119-30-007.00, 102B-00-321.00, AND 118A-00-033.00, ARE IN SUCH A STATE OF UNCLEANLINESS AS TO BE A MENACE TO THE PUBLIC HEALTH, SAFETY, AND WELFARE OF THE COMMUNITY.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval of a public hearing pursuant to Miss. Code Ann. 21-19-11 during its regular meeting on March 6, 2018, with notice to be provided pursuant to the statute, for the purpose of determining whether parcels 101D-00-090.00, 118N-00-112.00, 118O-00-250.00, 117E-00-029.00, 119-30-007.00, 102B-00-321.00, and 118A-00-033.00, are in such a state of uncleanliness as to be a menace to the public health, safety, and welfare of the community” is enumerated, this consent item is thereby approved.

|                        |                                       |
|------------------------|---------------------------------------|
| Parcel: 101D-00-090.00 | Address: 277 Andrew Road              |
| Parcel: 118N-00-112.00 | Address: 608 Greensboro Street        |
| Parcel: 118O-00-250.00 | Address: 109 Beattie Street           |
| Parcel: 117E-00-029.00 | Address: 1040 North Montgomery Street |
| Parcel: 119-30-007.00  | Address: 1371 Babylon Street          |
| Parcel: 102B-00-321.00 | Address: 210 West Gillispie Street    |
| Parcel: 118A-00-033.00 | Address: 713 Roundhouse Road, Lot # 8 |

**8. APPROVAL TO TRANSFER A 1994 FORD F-150 (VIN 1FTDF15YORNA08538) FROM STARKVILLE UTILITY DEPARTMENT TO THE STARKVILLE STREET DEPARTMENT.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval of the transfer of a 1994 Ford F-150 (VIN 1FTDF15YORNA08538) from Starkville Utility Department to the Starkville Street Department” is enumerated, this consent item is thereby approved.

**9. CONSIDERATION OF THE APPROVAL OF TRAVEL FOR DEPUTY CLERKS LASHONDA WILSON, LEANNE MCGARR AND JAMEIKA SMITH TO THE DEPUTY CLERK TRAINING WITH ADVANCE TRAVEL.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval of travel for deputy clerks Lashonda Wilson, Leanne McGarr and Jameika Smith to the Spring deputy clerk training with advance travel” is enumerated, this consent item is thereby approved.

**10. CONSIDERATION TO ACCEPT A HOMELAND SECURITY GRANT FOR THE AMOUNT OF \$18,054.00 TO PURCHASE A 2018 POLARIS 900 CREW AND MEDLITE TRANSPORT DELUXE TO BE USED AT PUBLIC EVENTS IN THE CITY AND MSU FOOTBALL GAMES, WITH NO COST TO THE**

**CITY.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval to accept a Homeland Security Grant for the amount of \$18,054.00 to purchase a 2018 Polaris 900 Crew and Medlite Transport Deluxe to be used at public events in the city and MSU football games, with no cost to the city” is enumerated, this consent item is thereby approved.

**11. AUTHORIZATION TO HIRE NATHAN FLIPPO, AS A WATER OPERATOR IN THE STARKVILLE UTILITIES DEPARTMENT UNDER THE DRINKING WATER DIVISION.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval to hire Nathan Flippo, as a Water Operator in the Starkville Utilities Department under the Drinking Water Division” is enumerated, this consent item is thereby approved.

**12. AUTHORIZATION TO HIRE NELSON MCGOUGH, AS AN INTERN FOR THE STARKVILLE UTILITIES DEPARTMENT.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval to hire Nelson McGough, as an Intern for the Starkville Utilities Department” is enumerated, this consent item is thereby approved.

**13. AUTHORIZATION TO HIRE REVIS KELLUM, KINDLE JONES AND GEORGE THOMPSON AS PART-TIME CERTIFIED FIREFIGHTERS IN THE STARKVILLE FIRE DEPARTMENT.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval to hire Revis Kellum, Kindle Jones and George Thompson as part-time Certified Firefighters” is enumerated, this consent item is thereby approved.

**14. AUTHORIZATION TO HIRE ELLIOT JOHNSON AND DEMORRIS EWING AS CERTIFIED FIREFIGHTERS AND TO HIRE GARRETT HEATON, AS TEMPORARY FULL-TIME CERTIFIED FIREFIGHTER IN THE STARKVILLE FIRE DEPARTMENT.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval to hire Elliot Johnson and Demorris Ewing as Certified Firefighters and to hire Garrett Heaton, as temporary full-time Certified Firefighter in the Starkville Fire Department” is enumerated, this consent item is thereby approved.

**15. AUTHORIZATION TO ADVERTISE FOR A RADIO OPERATOR (DISPATCHER) IN THE STARKVILLE POLICE DEPARTMENT.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval to advertise for a Radio Operator (Dispatcher) in the Starkville Police Department” is enumerated, this consent item is thereby approved.

**16. AUTHORIZATION TO ADVERTISE FOR A CIVIL ENGINEER CO-OP FOR THE ENGINEERING DEPARTMENT.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval to advertise for a Civil Engineer Co-Op for the Engineering Department” is enumerated, this consent item is thereby approved.

**17. AUTHORIZATION TO ADVERTISE FOR TWO (2) MAINTENANCE WORKERS IN THE STARKVILLE STREET DEPARTMENT.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval to advertise for two (2) Maintenance Workers in the Starkville Street Department” is enumerated, this consent item is thereby approved.

**18. AUTHORIZATION TO ADVERTISE FOR A DIGITAL MEDIA SPECIALIST INTERN, SERVING AS THE LIAISON FROM THE OFFICE OF THE MAYOR.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval to advertise for a Digital Media Specialist Intern, serving as the liaison from the Office of the Mayor for the City of Starkville's marketing and communications efforts through the Office of the Mayor, developing and supporting the City's messaging, branding and strategic initiatives across digital platforms, including but not limited to website content, electronic newsletters, social media, vlogs, blogs, photography, e-invitations, online town forums, mobile applications, and digital presentations” is enumerated, this consent item is thereby approved.

**19. AUTHORIZATION TO ADVERTISE FOR A DIGITAL MEDIA/COMMUNICATION SPECIALIST INTERN, FOR STARKVILLE UTILITIES.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval to advertise for a Digital Media/Communication Specialist Intern, for Starkville Utilities, to assist in using digital media for Starkville Utilities customer communications efforts and to assist in developing customer interface opportunities” is enumerated, this consent item is thereby approved.

**20. APPROVAL OF PARKS AND RECREATION CONCESSIONS AGREEMENT WITH FRED TATE, THE SOLE BIDDER, IN THE AMOUNT OF \$1,100.00.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval of a Parks and Recreation concessions agreement with Fred Tate, the sole bidder, in the amount of \$1,100.00 to operate concessions facilities in Travis Outlaw Center, both softball concessions stands at the Starkville Sportsplex, and the one concession stand at McKee Park” is enumerated, this consent item is thereby approved.

**LEASE AGREEMENT  
CONCESSION STANDS**

This agreement made and entered into this \_\_\_\_\_ day of February, 2018 by and between the Starkville Parks and Recreation Department, hereinafter called “SPRD” and \_\_\_\_\_, hereinafter called the “Lessee”, both of which understand and agree to the following:

WHEREAS, “SPRD” owns 5 concession stands located at the Sportsplex and McKee Park;

WHEREAS the function of the concession stands is to:

- provide well prepared snacks and meals for visitors and spectators to the area
- provide a clean and pleasant atmosphere for visitors and spectators to the area;

NOW THEREFORE in consideration of the mutual covenants herein contained, the parties agree as follows:

**The “SPRD” agrees to:**

1. Pay for general maintenance of the concession stand; both interior and exterior.
2. Not allow other food vendors to sell food at the Sportsplex or McKee Park during recreational games, special events, or tournaments unless agreed to by the concessionaire.
3. Provide the following equipment that is presently within the buildings:

**Youth**

- 1 refrigerator
- 1 upright drink cooler
- 1 flat drink cooler
- 1 freezer
- 1 popcorn machine
- 1 grill
- 1 hotdog roller
- 1 bun warmer
- 1 nacho cheese warmer
- 1 ice machine
- 1 coffee maker
- 1 chip warmer

**Gym-Inside Multipurpose Facility**

- 2 flat drink cooler
- 1 grill
- 1 refrigerator
- 1 hotdog roller
- 1 popcorn machine

**Adult**

- 1 refrigerator
- 2 standup drink coolers
- 1 freezer
- 1 popcorn machine
- 1 grill
- 1 hotdog roller
- 1 bun warmer
- 1 nacho warmer

**McKee Park**

- 1 freezer
- 2 standup cooler
- 1 flat cooler
- 1 grill

4. Provide water/electrical service to be supplied to all concession stands.

**The “Lessee” agrees to:**

1. Be responsible for general clean up and tidiness in and around the concession stands on an ongoing basis. (Lessee can leave garbage bags/boxes outside the door of the concession stand and SPRD will pick them up the next day).
2. Assume responsibility for operation commencing on February 7, 2018, until the end of September 2018. The Lessee will notify the Park Office if the Concession Stand will not be open during its regular scheduled times and post a sign at the site indicating the same.
3. Relinquish the concession stand when other parties lease out the concession stand due to tournaments or other events, etc... Lessee agrees to empty all of their goods, so that the other party can occupy the stand on the day before their event begins.
4. Concession Stands must be filled one hour before game time; no vehicles are allowed after that time.

**Indemnification and Waiver:**

Lessee shall indemnify, hold harmless, and defend SPRD and/or the City of Starkville, Mississippi, along with its officers, agents, employees and volunteers from and against any and all claims, losses, damages, causes of action, suits, and liability of every kind, including all expenses of litigation, court costs, and attorney's fees, for any injuries to persons or property arising out of or in connection with Lessee's occupation, operation, and/or use of SPRD's concession facilities. Such indemnity shall apply regardless of whether the claims, losses, damages, causes of action, suits, or liability arise in whole or in part from the negligence of SPRD or the City, any other party indemnified hereunder, Lessee, or any third party. It is the intent of the parties that this provision shall extend to, and include, any and all claims, causes of action or

liability caused by the concurrent, joint and/or contributory negligence of SPRD and/or the City, an alleged breach of an express or implied warranty by SPRD and/or the City or which arises out of any theory of strict or products liability.

Lessee waives, releases, relinquishes and discharges SPRD and/or the City, its officers, agents, employees and volunteers from all claims, demands, and causes of action of every kind and character, including the cost of defense thereof, for any injury to or death of any person and any loss of or damage to any property that is caused by or alleged to be caused by, arising out of, or in connection with Lessee's occupation, operation, and/or use of SPRD's concession facilities whether or not said claims, demands, or causes of action are covered in whole or in part by insurance.

**Parks and Recreation – City of Starkville:**

---

D. Lynn Spruill, Mayor or Gerry Logan, Interim Director Parks and Recreation

**Lessee:**

---

**21. APPROVAL OF A PLAYGROUND PROJECT AT J. L. KING PARK FROM BLISS PRODUCTS INC. AT A TOTAL COST OF \$42,850.34, THE LOWER OF TWO QUOTES RECEIVED, TO BE PAID FROM 2% TAX FUNDS.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the "approval of a playground project at J.L. King Park with project cost quoted at \$42,850.34 from Bliss Products and Services, Inc., the lowest and best quote to be paid from the Park 2% Capital Project Budget" is enumerated, this consent item is thereby approved.

|                     |                                                 |
|---------------------|-------------------------------------------------|
| Two Quotes Received | Bliss Products and Services, Inc. - \$42,850.34 |
|                     | Landscape Structures, Inc. - \$67,698.00        |

**22. CONSIDERATION OF AN UPDATED FACILITY RENTAL FORM INCLUDES AN AMENDED POLICY (ITEM NUMBER 21) SPECIFYING RENTALS DURING PARK HOURS AND CONCLUDING AT 10 P.M., UNLESS APPROVED BY THE BOARD OF ALDERMEN.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the "approval of an updated Facility Rental Form which includes an amended policy (item number 21) that specifies rentals are only allowed during park hours and not to conclude after 10 p.m., unless otherwise approved by the Board of Aldermen" is enumerated, this consent item is thereby approved.

**Starkville Parks and Recreation Facility Rental Form**

|                          |
|--------------------------|
| <b>EVENT INFORMATION</b> |
|--------------------------|

Date of Reservation: \_\_\_\_\_ Rental Group: \_\_\_\_\_  
Time of Event: \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm Name of Event: \_\_\_\_\_  
(Include set-up and break-down time in request)  
Affiliation: ☐ Commercial ☐ Civic/Non-Profit ☐ Private ☐ City-Related ☐ SPARD Affiliated  
Expected Number of Participants: \_\_\_\_\_ Will there be participants under the age of 18? ☐ Yes ☐ No  
Description of Event: \_\_\_\_\_

Will there be food and/or beverages served? ☐ Yes ☐ No If yes, what kind? \_\_\_\_\_  
Is this event a fundraiser or will there be a ticket or gate fee? ☐ Yes ☐ No If yes, how much? \$ \_\_\_\_\_

**(Must be approved by Park Staff)**

**CONTACT INFORMATION**

Contact Person: \_\_\_\_\_ Email: \_\_\_\_\_  
Day Phone: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip

**FACILITY SPACE REQUESTED (check all that apply) – Fees are on next page**

- ☐ Entire Gym ☐ McKee Small Pavilion ☐ McKee Large Pavilion (near playground) ☐ Soccer Pavilion  
☐ JL King Park Pavilion ☐ Needmore Center ☐ Moncrief Pavilion ☐ Moncrief Pool Party

**Recreation Center:**

- ☐ Basketball Court #1  
☐ Basketball Court #2  
☐ Racquetball Court #1  
☐ Racquetball Court #2  
☐ Stage  
☐ Concession  
☐ Activity Room (Rm# 103)  
☐ Conference Room (Rm #101)  
☐ Meeting Room #1 (Rm #202)  
☐ Meeting Room #2 (Rm #209)

**SETUP INFORMATION**

**Audio/Visual:**

- ☐ Projector  
☐ Laptop  
☐ TV/DVD Combo  
☐ Sound System  
☐ Podium with microphone

Deposit amount \_\_\_\_\_  
Amount remaining \_\_\_\_\_  
Receipt #'s \_\_\_\_\_  
Check #'s \_\_\_\_\_

Please list any equipment needs (tables, chairs, etc.):

Please describe the requested setup (i.e.: U-shaped, theater style, classroom, etc.):

Additional information and a meeting with SPARD representatives may be required before final confirmation is granted.

I have read and agree to comply with all Starkville Parks and Recreation Department policies and procedures in making this reservation. I agree to pay all deposits and fees associated with this reservation as discussed with SPARD representatives.

The Person or Group that is renting the facility is responsible for all Damages. The Person or Group that is renting the facility shall indemnify, hold harmless, and defend the City, its officers, agents, employees and volunteers from and against any and all claims, losses, damages, causes of action, suits, and liability of every kind, including all expenses of litigation, court costs, and attorney's fees, for injury to or death of any person or for damage to any property arising out of or in connection with renting the facility. Such indemnity shall apply regardless of whether the claims, losses, damages, causes of action, suits, or liability arise in whole or in part from the negligence of the City, any other party indemnified hereunder, the Person or Group renting the facility, or any third party. It is the intent of the parties that this provision shall extend to, and include, any and all claims, causes of action or liability caused by the concurrent, joint and/or contributory negligence of the City, an alleged breach of an express or implied warranty by the City or which arises out of any theory of strict or products liability.

The Person or Group renting the facility waives, releases, relinquishes and discharges the City, its officers, agents, employees and volunteers from all claims, demands, and causes of action of every kind and character, including the cost of defense thereof, for any injury to or death of any person and any loss of or damage to any property that is caused by or alleged to be caused by, arising out of, or in connection with the rental of the facility, whether or not said claims, demands, or causes of action are covered in whole or in part by insurance.

Signature of Contact: \_\_\_\_\_ Date: \_\_\_\_\_

SPRD Employee: \_\_\_\_\_ Date: \_\_\_\_\_

## **RENTAL FEES**

### **Deposits**

|                               |                    |
|-------------------------------|--------------------|
| Gymnasium                     | \$250 (whole gym)* |
| Needmore Center               | \$300*             |
| Pavilions                     | \$50*              |
| Pool Parties at Moncrief Pool | \$50*              |

\*SPARD reserves the right to increase the requested deposit as needed

### **Fees**

|                                    |                                                                                                                                           |
|------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|
| Full Gymnasium Rental              | \$200 per hour – deposit required<br>Includes setup, use of sound (if requested), use of concession stand and SPARD staff member on-site. |
| ½ Court Rental                     | \$25 per hour                                                                                                                             |
| Full Court Rental                  | \$50 per hour                                                                                                                             |
| Moncrief Park Pool Party           | \$50 per hour                                                                                                                             |
| Activities Room                    | \$50 per hour                                                                                                                             |
| Travis Outlaw Center Meeting Rooms | \$25 per hour                                                                                                                             |

|                                        |                               |                                                                                                                       |                                             |
|----------------------------------------|-------------------------------|-----------------------------------------------------------------------------------------------------------------------|---------------------------------------------|
| Needmore Center Urban Renewal Area     | \$150 per day                 |                                                                                                                       |                                             |
| Needmore Center Non-Urban Renewal Area | \$300 per day                 |                                                                                                                       |                                             |
| Pavilions                              |                               | Half Day (please mark time)<br><input type="checkbox"/> 8 a.m. to 1 p.m.<br><input type="checkbox"/> 2 p.m. to 7 p.m. | Full Day                                    |
|                                        | J.L. King                     | \$45 – Mon. – Thurs.<br>\$60 – Fri. – Sun.                                                                            | \$80 – Mon. – Thurs.<br>\$100 – Fri. – Sun. |
|                                        | McKee Large (near playground) | \$45 – Mon. – Thurs.<br>\$60 – Fri. – Sun.                                                                            | \$80 – Mon. – Thurs.<br>\$100 – Fri. – Sun. |
|                                        | McKee Small                   | \$30 – Mon. – Thurs.<br>\$40 – Fri. – Sun.                                                                            | \$50 – Mon. – Thurs.<br>\$75 – Fri. – Sun.  |
|                                        | Soccer Pavilion               | \$45 – Mon. – Thurs.<br>\$60 – Fri. – Sun.                                                                            | \$80 – Mon. – Thurs.<br>\$100 – Fri. – Sun. |
|                                        | Moncrief                      | \$30 – Mon. – Thurs.<br>\$40 – Fri. – Sun.                                                                            | \$50 – Mon. – Thurs.<br>\$75 – Fri. – Sun.  |
|                                        | Patriots                      | \$30 – Mon. – Thurs.<br>\$40 – Fri. – Sun.                                                                            | \$50 – Mon. – Thurs.<br>\$75 – Fri. – Sun.  |

## RENTAL INFORMATION AND POLICIES

### Tables and Chairs

The Travis Outlaw gymnasium is equipped with 30 round tables (6 foot diameter), 8 rectangle tables (8 feet long) and 380 chairs. A diagram must be provided of the requested event setup for rentals at the Travis Outlaw gymnasium.

### **Policies**

1. Facility is not reserved until all deposits and fees are paid.
2. SPARD reserves the right to increase the deposit amount as needed.
3. Facility must be adequately cleaned before renters leave the premises at the conclusion of the event. Renter must either arrange for a cleaning service or pay SPARD staff for cleanup at a rate of \$50/hour.
4. No balloons allowed inside the gym UNDER ANY CIRCUMSTANCES. These cause the ceiling sensor in our fire alarm to trip and require the Fire Department to reset. Any event allowing balloons inside the gym may be assessed additional fees.
5. Depending on the size and type, events may require Starkville Police Officers to be hired for security. Please contact Andy Round at 662-323-3141 to request officers.
6. Any cancellations made within a five business days of the event will result in all deposits being kept.
7. The renter agrees to be solely responsible for any and all damages related to and arising out of the use of the Facility during the term of this Agreement when the Facility is being used by the renter. The renter agrees to be solely responsible for all repairs or costs of repairs to the Facility and for any and all related damages as set forth herein.
8. Renter agrees to abide by all posted park rules and applicable city ordinances.
9. All lights should be turned off and all areas rented should be left clean and in an orderly fashion. Any damages discovered or which might have occurred during the rental should be reported to the SPARD office.
10. No alcoholic beverages are allowed in the parks.
11. No loud music or boom boxes are allowed. If the police department or SPARD are notified about loud music, the renter will receive one warning. If the noise continues, the rental will be considered cancelled and no refunds will be issued.

12. Pavilions may be rented for either a half day or full day. Half day rentals must either choose to rent from 8 a.m. to 1 p.m. or 2 p.m. to 7 p.m. unless otherwise approved by SPARD staff.
13. Anyone who abuses the privilege of using an SPARD facility may be denied future rentals, including the revocation of any application already approved for future use.
14. There shall be no fund-raising activities, door charge, or sale of any article for private gain unless written approval from the SPARD Director has been obtained.
15. Gambling in any form is not allowed in any facility.
16. No hanging decorations are allowed. Absolutely no tape or staples are to be used in ceilings or walls.
17. Chairs, tables or other city property is not to be removed from any facility for any reason. Outdoor use of tables or chairs that are stored indoors is not allowed.
18. Any lights and thermostats shall be turned off and all doors locked upon leaving the facility.
19. Permits are non-transferable.
20. Permits for groups composed of minors will only be issued to an adult who accepts responsibility for supervision of the rental.
21. All activities shall cease by 10 p.m., unless a different time is allowed by the Starkville Board of Aldermen. This provision does not apply to sports tournaments.

### **23. CONSIDERATION TO ADD FOUR NEW TASERS TO CITY INVENTORY.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval to add four tasers to city inventory: Serial # X13005T3R, Serial # X13005T19, Serial # X13005T1D, and Serial # X13005T48” is enumerated, this consent item is thereby approved.

### **24. AUTHORIZATION FOR CHIEF R. FRANK NICHOLS TO ATTEND THE 2018 WILLIAM R. BRACEY WINTER CEO SYMPOSIUM IN BIRMINGHAM, AL, MARCH 22-24, 2018, AT A COST NOT TO EXCEED \$650.00 WITH ADVANCE TRAVEL.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval for Chief R. Frank Nichols to attend the 2018 William R. Bracey Winter CEO Symposium in Birmingham, AL., March 22-24, 2018, with advance travel” is enumerated, this consent item is thereby approved.

### **25. APPROVAL TO ACCEPT THE EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) IN THE AMOUNT OF \$21,476.13 WHICH IS 100% REIMBURSABLE IN THE AREA OF HOT SPOT POLICING, OVERTIME FOR HOT SPOT POLICING AND EQUIPMENT.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval to accept the award with the Office of Highway Safety in the area of The Edward Byrne Memorial Justice Assistance Grant (JAG) in the amount of \$21,476.13 in 100% reimbursable funds in the area of Hot Spot Policing, Overtime for Hot Spot Policing and equipment” is enumerated, this consent item is thereby approved.

### **26. APPROVAL TO DECLARE 18 ITEMS LISTED AS SURPLUS PROPERTY, ADVERTISE FOR SALE, AND SELL TO THE HIGHEST BIDDER.**

Upon the motion of Alderman Little, duly seconded by Alderman Miller, and adopted by the Board to approve the February 6, 2018 Official Agenda, and to accept items for consent, whereby the “approval to declare the following 18 items listed as surplus property, advertise for sale, and sell to the highest bidder” is enumerated, this consent item is thereby approved.

SES Vehicle Surplus List 2018

| Vehicle or Equipment            | Make                     | Model          | VIN or MODEL NUMBER       |
|---------------------------------|--------------------------|----------------|---------------------------|
| 1. 2003 Chevy Pick-up Truck     | Chevrolet Silverado      | 3500           | 1GBJ084U62E198749         |
| 2. 2010 Mack Front Loader       | Commercial Garbage Truck | N/A            | 1M2AV04C5AM005906         |
| 3. GMC Jimmy                    | GMC                      | N/A            | 1GKCS13W8SK527003         |
| 4. 2003 Dodge Ram 2500          | Dodge                    | N/A            | 3D7KA28D03G716170         |
| 5. 1992 Ford F150 XL            | Ford                     | N/A            | 2FTDF15Y1PCA11886         |
| 6. 1995 Ford F250               | Ford                     | N/A            | 1FTHX25H25KB22178         |
| 7. 1985 Chevy                   | Chevrolet                | N/A            | 1GCGD34J8EF372276         |
| 8. 1994 Chevy                   | Chevrolet                | N/A            | 1GCFK24H0RZ257491         |
| 9. Backhoe                      | N/A                      | 580D           | N/A                       |
| 10. Ford Ranger                 | Ford                     | N/A            | No VIN (parts only truck) |
| 11. Mini Track hoe              | N/A                      | N/A            | No Model#                 |
| 12. Chipper                     | N/A                      | HD1300D        | N/A                       |
| 13. Ferris Zero Turn            | N/A                      | S3000ZFKAV2561 | N/A                       |
| 14. Predator by Modern Bush hog | N/A                      | N/A            | N/A                       |
| 15. Bush hog 3610               | N/A                      | 70820G98       | N/A                       |
| 16. Woods Bush hog              | N/A                      | 9309           | N/A                       |
| 17. Bandit Chipper              | N/A                      | 280            | N/A                       |
| 18. Mini Excavator              | N/A                      | N/A            | N/A                       |

**ANNOUNCEMENTS AND COMMENTS:**

**MAYOR'S COMMENTS:**

Mayor Spruill introduced new Police Officer Parker Madeen.

Chief Nichols awarded several awards in response to a recent shooting at Wal-Mart:

Medals of Valor: Officers Golden, Lomax and Hanohano.

Police Accommodation: Sgt. Koehn

Positive Performance Awards: Officers Colbert and Bowers

Dispatchers Epps and Ewing

Gerry Logan read the State of the Parks initiative statement and announced upcoming locations for community meetings by Ward for citizens to discuss future park plans.

In an effort to address the “State of the Parks” for the entire City of Starkville, the Park Department is conducting in-person meetings with citizens to collect public input regarding the parks. Each Alderman has scheduled the following meetings around the City:

Ward 1 – 3/1/18 – Starkville Sportsplex  
Ward 2 – 2/15/18 - Starkville Sportsplex  
Ward 3 – 2/22/18 - Starkville Country Club  
Ward 4 – 2/27/18 - Needmore Center  
Ward 5 – 2/12/18 - Renasant Bank  
Ward 6 and Ward 7 – 2/26/18 - J. L. King Center

#### **BOARD OF ALDERMEN COMMENTS:**

**Alderman Carver** encouraged all citizens to participate in the March 1 6 p.m. meeting at the Sportsplex.

**Alderman Perkins** asked Pastor Carr of the Antioch Baptist Church to step forward. He commended her on her leadership and all those that volunteered in the getting the church in much better condition.

#### **CITIZEN COMMENTS:**

**Alvin Turner**, Ward 7, thanked the Police for keeping citizens safe and their quick response. He asked that the homeless be remembered and assisted especially in the upcoming cold weather.

The President of Phi Beta Sigma, Mississippi State University Chapter inquired about the new Sportsplex rental policy. He asked that the Board reconsider the ten p.m. closing. The Mayor noted the new policy allows for groups to request exceptions by appearing before the Board.

Dorothy Issac recognized all black elected officials and department heads as part of February being Black History Month.

#### **PUBLIC APPEARANCES:**

Dorothy Issac noted that her street does not have a sidewalk and the SMART bus does not run a route on her street. She hopes 2018 brings more services to more citizens. She stated she felt her neighborhood had been ignored for years and that more black neighborhoods should be considered in the annex. She also stated that the SMART handicap bus does pick her up and take her to doctor appointments and the grocery store, but requires 24 hour notice. She wished the best to all city officials for the 2018 year.

#### **PUBLIC HEARINGS:**

#### **PUBLIC HEARING OF CU 18-01 A REQUEST FOR CONDITIONAL USE TO ALLOW FOR AN ACCESSORY DWELLING UNIT AT 1700 S. MONTGOMERY IN AN R-1 ZONE.**

Buddy Sanders, Community Development Director, presented an overview of the request.

Kane Overstreet is requesting a Conditional Use to allow an accessory dwelling unit to be used in rear yard of a lot located at 1700 S. Montgomery. The property is zoned R-1 zone and in order to construct an “Accessory dwelling unit”, a Conditional Use is required per the City of Starkville’s Permitted and Conditional Use Chart. The applicant

has already completed the construction of the accessory dwelling without the knowledge or approval of the Planning Department. The structure was labeled garage on the original building plans (attachment 4 of staff report). At the time of the request for Certificate of Occupancy, the Building Department made the applicant aware of the issue. On January 9, 2018, The Planning and Zoning Commission voted 5 to 0 to recommend approval of this conditional use request with the following recommended two conditions:

**Recommended Conditions by the Planning and Zoning Commission:**

1. No rental of the structure including game day rental
2. The structure must be separately metered from the main structure

Mayor Spruill opened the Public Hearing and called for public comments.

There being no comments from the public or any comments from the Board, the Mayor announced the public hearing closed.

**27. CONSIDERATION OF CU 18-01 A REQUEST FOR CONDITIONAL USE TO ALLOW FOR AN ACCESSORY DWELLING UNIT AT 1700 S. MONTGOMERY IN AN R-1 ZONE WITH THE PARCEL NUMBER 106-23-003.01**

Upon the motion of Alderman Little, duly seconded by Alderman Carver, to approve CU 18-01, a request for Conditional Use to allow for an accessory dwelling unit at 1700 S. Montgomery in an R-1 zone with the parcel number 106-23-003.01 with the following conditions:

1. Mr. Kane Overstreet shall construct and maintain, at his sole expense, a 10 ft. wooden fence of design and quality acceptable to adjoining property owner Sid Salter along the whole length of the Overstreet/Salter property line.
2. Any and all rentals in the accessory structure located on the property currently owed by Kane Overstreet shall be limited to tenants age 25 and older.
3. Any and all City Ordinances regarding noise, pets, fireworks, and other nuisances, shall be enforced on any rental tenants on the Overstreet property.
4. Neither Mr. Overstreet, nor any future owner, shall undergo any construction activities on the property without the proper permits and/or that violate R-1 zoning.

The Board voted as follows:

|                            |            |
|----------------------------|------------|
| Alderman Ben Carver        | Voted: Yea |
| Alderman Sandra Sistrunk   | Voted: Yea |
| Alderman David Little      | Voted: Yea |
| Alderman Jason Walker      | Voted: Yea |
| Alderman Patrick Miller    | Voted: Nay |
| Alderman Roy A'. Perkins   | Voted: Yea |
| Alderman Henry Vaughn, Sr. | Voted: Yea |

Having received a majority affirmative vote, the Mayor declared the motion passed.

**PUBLIC HEARING OF SECTION 1 AND SECTION 2 OF THE UNIFIED DEVELOPMENT CODE AND A MODIFICATION TO THE FAÇADE REQUIREMENTS.**

Buddy Sanders commended Daniel Havelin and Emily Corban for their hard work on the code rewrite.

Daniel Havelin and Emily Corban then discussed highlights of the completed sections of the first draft of the Unified Development Code, which includes Section 1 (Introduction), and Section 2 (Bodies & Procedures). The creation of

the third section of the Code (Zoning, Subdivisions & Standards) and the fourth section (Definitions) will begin at the completion of Section 1 and Section 2. As part of this draft, suggested revisions to the façade requirements for the use of EIFS are being proposed. It was noted that the goal is to streamline deadlines, not to complicate development for contractors.

Mayor Spruill opened the Public Hearing and called for public comments.

There being no comments from the public or any additional comments from the Board, the Mayor announced the public hearing closed. The eighty one-page document as currently proposed will be posted on the City's website

## **28. PRESENTATION OF PHASE 1 AND CONSIDERATION OF MOVING FORWARD WITH PHASE 2 OF THE ANNEXATION STUDY BY SLAUGHTER AND ASSOCIATES.**

Following presentation of the Phase 1 study, Alderman Miller, duly seconded by Alderman Walker, offered a motion to move forward with a Phase 2 study with area 3 amended to the smaller presented area. Alderman Little noted this will be only a study for the City to be able to study the impact, both positive and negative, of possible annexation.

The Board voted as follows:

|                            |            |
|----------------------------|------------|
| Alderman Ben Carver        | Voted: Yea |
| Alderman Sandra Sistrunk   | Voted: Yea |
| Alderman David Little      | Voted: Yea |
| Alderman Jason Walker      | Voted: Yea |
| Alderman Patrick Miller    | Voted: Yea |
| Alderman Roy A'. Perkins   | Voted: Nay |
| Alderman Henry Vaughn, Sr. | Voted: Nay |

Having received a majority affirmative vote, the Mayor declared the motion passed.

Aldermen Miller and Vaughn left at this time to attend Starkville High School Senior night.

## **29. CONSIDERATION OF CITY OF STARKVILLE CLAIMS DOCKET FOR ALL DEPARTMENTS INCLUDING STARKVILLE UTILITIES DEPARTMENT AS OF JANUARY 31, 2018 FOR FISCAL YEAR ENDING 9/30/18 ACKNOWLEDGING THAT THE CITY CLERK HAS ATTESTED AND CERTIFIED ON THE COVER OF THE CLAIMS DOCKET THAT ALL CLAIMS ON THE DOCKET ARE TRUE, ACCURATE, LAWFUL AND PROPER TO THE BEST OF HER KNOWLEDGE, FOR PAYMENT PURSUANT TO HER DUTIES UNDER MISS. CODE SECTIONS 21-39-5, 21-39-7, 21-39-9, 21-39-17 AND 21-15-21.**

Upon the motion of Alderman Walker, duly seconded by Alderman Little, to approve the City of Starkville Claims Docket for all departments including Starkville Utilities as of January 31, 2018 for fiscal year ending 9/30/18, and authorizing the City Clerk pursuant to her duties under Miss. Code Sections 21-39-5, 21-39-7, 21-39-9, 21-39-17 and 21-15-21. The Board voted as follows:

|                            |               |
|----------------------------|---------------|
| Alderman Ben Carver        | Voted: Yea    |
| Alderman Sandra Sistrunk   | Voted: Yea    |
| Alderman David Little      | Voted: Yea    |
| Alderman Jason Walker      | Voted: Yea    |
| Alderman Patrick Miller    | Voted: Absent |
| Alderman Roy A'. Perkins   | Voted: Nay    |
| Alderman Henry Vaughn, Sr. | Voted: Absent |

Having received a majority affirmative vote, the Mayor declared the motion passed.

|                              |       |                |
|------------------------------|-------|----------------|
| General Fund                 | 001   | \$ 258,193.15  |
| Restricted Airport Fund      | 016   | 20,325.80      |
| Airport Fund                 | 015   | 44,663.10      |
| Sanitation                   | 022   | 29,850.67      |
| Landfill                     | 023   | 5,244.49       |
| Computer Assessments         | 107   | 9,353.75       |
| Industrial Park              | 303   | 73,641.06      |
| Capital Improvement Projects | 319   | 3,215.00       |
| Park and Recreation          | 375   | 328,213.75     |
| Trust and Agency             | 610   | 55,181.42      |
| Economic Dev, Tourism & Conv | 630   | 175,333.46     |
| Sub Total Before Utilities   |       | \$1,003,215.65 |
| Utilities Dept.              | SED   | 326,107.61     |
| Total Claims FY 2017         | Total | \$1,329,323.26 |

### **30. CONSIDERATION OF AUTHORIZATION TO ADVERTISE FOR A PART-TIME RECEPTIONIST FOR THE FINANCE AND ADMINISTRATION DEPARTMENT.**

Alderman Perkins offered a motion to move the approval of advertising for a part-time receptionist for the finance and administration department. Alderman Little seconded the motion and the Board voted as follows:

|                            |               |
|----------------------------|---------------|
| Alderman Ben Carver        | Voted: Absent |
| Alderman Sandra Sistrunk   | Voted: Yea    |
| Alderman David Little      | Voted: Yea    |
| Alderman Jason Walker      | Voted: Yea    |
| Alderman Patrick Miller    | Voted: Absent |
| Alderman Roy A'. Perkins   | Voted: Yea    |
| Alderman Henry Vaughn, Sr. | Voted: Absent |

Having received a majority affirmative vote, the Mayor declared the motion passed.

### **31. CONSIDERATION TO APPROVE A TEMPORARY PAY INCREASE FOR THE INTERIM DIRECTOR OF PARK AND RECREATION.**

Alderman Perkins offered a motion to approve a temporary (10%) increase and that the Board remove the October 1 Phase 2 proposed raise of \$1,500 for this employee. The Mayor called for a second. There not being one, the motion died for lack of a second.

Alderman Sistrunk offered a motion to authorize a temporary 10% raise for the interim director of park and recreation. Alderman Little seconded the motion and the Board voted as follows:

|                          |               |
|--------------------------|---------------|
| Alderman Ben Carver      | Voted: Yea    |
| Alderman Sandra Sistrunk | Voted: Yea    |
| Alderman David Little    | Voted: Yea    |
| Alderman Jason Walker    | Voted: Yea    |
| Alderman Patrick Miller  | Voted: Absent |

Alderman Roy A'. Perkins Voted: Nay  
Alderman Henry Vaughn, Sr. Voted: Absent

Having received a majority affirmative vote, the Mayor declared the motion passed.

### **32. A MOTION TO ENTER INTO A CLOSED SESSION TO DETERMINE IF THERE IS PROPER CAUSE FOR EXECUTIVE SESSION.**

There came for consideration the matter of entering a closed session to determine if there is a proper cause for executive session. Upon the Motion of Alderman Little, seconded by Alderman Walker, to enter into a Closed Session to determine if there is proper cause for Executive Session, the Board voted as follows:

Alderman Ben Carver Voted: Yea  
Alderman Sandra Sistrunk Voted: Yea  
Alderman David Little Voted: Yea  
Alderman Jason Walker Voted: Yea  
Alderman Patrick Miller Voted: Absent  
Alderman Roy A'. Perkins Voted: Yea  
Alderman Henry Vaughn, Sr. Voted: Absent

Having received a majority affirmative vote, the Mayor declared the motion passed.

### **33. A MOTION TO ENTER EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSION OF A PERSONNEL MATTER RELATED TO AN EMPLOYEE IN THE POLICE DEPARTMENT, POTENTIAL LAND ACQUISITION FOR THE PARK DEPARTMENT AND AN UPDATE TO THE LITIGATION RELATED TO AN ACCIDENT IN MCKEE PARK.**

Alderman Little offered a motion to enter Executive Session for the purpose of discussion of a personnel matter related to an employee in the Police Department, potential land acquisition for the Park Department and an update to the litigation related to an accident in McKee Park on a finding that the proposed topics qualified for Executive Session. Following a second by Alderman Carver, the Board voted as follows to enter Executive Session:

Alderman Ben Carver Voted: Yea  
Alderman Sandra Sistrunk Voted: Yea  
Alderman David Little Voted: Yea  
Alderman Jason Walker Voted: Yea  
Alderman Patrick Miller Voted: Absent  
Alderman Roy A'. Perkins Voted: Yea  
Alderman Henry Vaughn, Sr. Voted: Absent

Having received an affirmative vote, the Mayor declared the motion passed.

The Mayor invited the public back in, and after allowing the public time to enter the room, made the announcement of the Board's decision to enter into Executive Session for the purpose of discussion of a personnel matter related to an employee in the Police Department, potential land acquisition for the Park Department and an update to the litigation related to an accident in McKee Park on a finding that the proposed topics qualified for Executive Session.

At this time, the Board entered Executive Session.

### **34. A MOTION TO RETURN TO OPEN SESSION.**

Upon the motion of Alderman Sistrunk, duly seconded by Alderman Carver, to return to Open Session, the Board voted as follows:

|                            |               |
|----------------------------|---------------|
| Alderman Ben Carver        | Voted: Yea    |
| Alderman Sandra Sistrunk   | Voted: Yea    |
| Alderman David Little      | Voted: Yea    |
| Alderman Jason Walker      | Voted: Yea    |
| Alderman Patrick Miller    | Voted: Absent |
| Alderman Roy A'. Perkins   | Voted: Yea    |
| Alderman Henry Vaughn, Sr. | Voted: Absent |

Having received a majority affirmative vote, the Mayor declared the motion passed.

The Mayor invited the public back in and then announced that the Board had taken action in Executive Session.

### **35. MOTION TO TERMINATE THE EMPLOYMENT OF LATICE FISHER.**

Upon the motion of Alderman Perkins, duly seconded by Alderman Little, to terminate the employment of Latice Fisher effective immediately, the Board voted as follows:

|                            |               |
|----------------------------|---------------|
| Alderman Ben Carver        | Voted: Yea    |
| Alderman Sandra Sistrunk   | Voted: Yea    |
| Alderman David Little      | Voted: Yea    |
| Alderman Jason Walker      | Voted: Yea    |
| Alderman Patrick Miller    | Voted: Absent |
| Alderman Roy A'. Perkins   | Voted: Yea    |
| Alderman Henry Vaughn, Sr. | Voted: Absent |

Having received a majority affirmative vote, Mayor Spruill declared the motion passed.

### **36. MOTION TO RECESS UNTIL FEBRUARY 20, 2018 @ 5:30 AT 110 WEST MAIN STREET IN THE COURT ROOM OF CITY HALL.**

Upon the motion of Alderman Sistrunk, duly seconded by Alderman Walker, for the Board of Aldermen to recess the meeting until February 20, 2018 @ 5:30 at 110 West Main Street in the Court Room of City Hall, the Board voted as follows:

|                            |               |
|----------------------------|---------------|
| Alderman Ben Carver        | Voted: Yea    |
| Alderman Sandra Sistrunk   | Voted: Yea    |
| Alderman David Little      | Voted: Yea    |
| Alderman Jason Walker      | Voted: Yea    |
| Alderman Patrick Miller    | Voted: Absent |
| Alderman Roy A'. Perkins   | Voted: Yea    |
| Alderman Henry Vaughn, Sr. | Voted: Absent |

Having received a majority affirmative vote, Mayor Spruill declared the motion passed.

SIGNED AND SEALED THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2018.

---

D. LYNN SPRUILL, MAYOR

---

LESA HARDIN, CITY CLERK

(SEAL)



**CITY OF STARKVILLE COVERSHEET  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM: MINUTES  
AGENDA DATE: 3-06-18  
PAGE: 1 of 4**

**SUBJECT:** Request approval of the minutes of the February 16, 2018 meeting of the Mayor and Board of Aldermen of the City of Starkville, MS.

**AMOUNT & SOURCE OF FUNDING:** N/A

**FISCAL NOTE:** N/A

**AUTHORIZATION HISTORY:** N/A

**REQUESTING  
DEPARTMENT:** City Clerk's Office

**DIRECTOR'S  
AUTHORIZATION:** Lesa Hardin

**FOR MORE INFORMATION CONTACT:** Lesa Hardin, City Clerk / CFO

---

**SUGGESTED MOTION:** Approval of the minutes of the February 16, 2018 meeting of the Mayor and Board of Aldermen of the City of Starkville, MS.

**MINUTES OF THE WORK SESSION MEETING  
OF THE MAYOR AND BOARD OF ALDERMEN  
Of The City of Starkville, Mississippi  
February 16, 2018**

Be it remembered that the Mayor and Board of Aldermen met in a Work Session on Friday, February 16, 2018 at 12:00 p.m. in the second floor conference room of City Hall located at 110 West Main Street, Starkville, MS. Present were Mayor D. Lynn Spruill, Aldermen Sandra Sistrunk, Jason Walker, Patrick Miller and Roy A'. Perkins. Attending the Board were Attorney Chris Latimer and City Clerk / CFO Lesa Hardin.

Mayor Spruill opened the work session. The work session was properly noticed pursuant to Miss. Code Ann. § 25-41-13 and a copy of that notice is included in the minutes. The meeting was live streamed on Facebook. The public and media were welcomed and attended. The session is also available for viewing on the City website.

The proposed Starkville Leisure and Entertainment District Ordinance was discussed. It was agreed to place an item on the February 20, 2018 agenda that would call for a Public Hearing to obtain citizen input.

During the work session, the Mayor and Board discussed items on the upcoming February 20, 2018 agenda. Department Directors were available to answer questions related to the items. All agenda items were discussed. The agenda was finalized and items were recommended for the consent agenda.

SIGNED AND SEALED THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2018.

\_\_\_\_\_  
MAYOR D. LYNN SPRUILL

Attest:

Seal

\_\_\_\_\_  
LESA HARDIN, CITY CLERK



## **WORK SESSION**

**CITY OF STARKVILLE, MISSISSIPPI  
FRIDAY, FEBRUARY 16, 2018  
12:00 p.m.**

- A. CALL THE MEETING TO ORDER**
- B. DISCUSSION OF THE CHANGES TO THE PROPOSED LEISURE AND ENTERTAINMENT DISTRICT ORDINANCE**
- C. DISCUSSION OF THE AGENDA ITEMS FOR THE FEBRUARY 20, 2018, RECESS MEETING OF THE BOARD OF ALDERMEN FOR THE CITY OF STARKVILLE.**
- D. ADJOURN MEETING**



**THERE WILL BE A WORK SESSION OF THE  
MAYOR AND BOARD OF ALDERMEN ON  
FRIDAY, FEBRUARY 16, 2018**

**AT 12:00 PM IN THE STARKVILLE CITY HALL  
LOCATED AT 110 WEST MAIN STREET  
IN THE SECOND FLOOR CONFERENCE ROOM**

The public and media are invited to attend.

*The City of Starkville is accessible to persons with disabilities. Please call the ADA Coordinator, Joyner Williams, at (662) 323-2525, in advance for any services requested.*



**CITY OF STARKVILLE COVERSHEET  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM DEPT.:** Community Dev.- Planning  
**AGENDA DATE:** March 6, 2018  
**PAGE:** Page 1 of 14

**SUBJECT:**

Discussion and Consideration of RZ 18-01 a request to Rezone one lot located at 288 Sand Road from R-5 Multi-Family to R-6 Residential Mobile Homes with the parcel number 105-21-001.00.

**AMOUNT & SOURCE OF FUNDING**

N/A

**FISCAL NOTE:**

N/A

**AUTHORIZATION HISTORY:**

The applicant is seeking to rezone from R-5 Multi-Family to R-6 Residential Mobile Homes based on error. The properties on the Western side of Sand Road were annexed into the City in 1998. When annexed, these properties were given an R-5 zoning designation. The applicant purchased a mobile home and had it placed on the property. When they came to the Building Department to inquire what was necessary to connect to city services, they realized mobile homes were not allowed on the property without a conditional use or rezoning. 10 property owners of record within 300 feet of the subject property were notified directly by mail of the request. A public hearing notice was published in the Starkville Daily News January 26, 2018 and a sign was posted on the properties concurrent with publication of the notice. As of this date, the Planning Office has received three phone calls inquiring about the request. On February 13, 2018, the Planning and Zoning Commission voted unanimously to recommend approval of this request due to error in the original zoning with the following clarification: that the rezoning be approximately 7-8 acres of the northern part of Parcel 1, which exists north of parcel 4 as shown in TSC Maps and on the 2-13-17 Planning and Zoning Staff Report as Attachment 1.

**REQUESTING**

**DEPARTMENT:** Community Development

**DIRECTOR'S**

**AUTHORIZATION:** Buddy Sanders

**FOR MORE INFORMATION CONTACT:**

Daniel Havelin @ 662-323-2525 ext 3136 or Emily Corban @ 662-323-2525 ext 3138

---

**SUGGESTED MOTION:**

Move approval of RZ 18-01 a request to Rezone one lot located at 288 Sand Road from R-5 Multi-Family to R-6 Residential Mobile Homes with the parcel number 105-21-001.00.



**THE CITY OF STARKVILLE**  
**PLANNING DEPARTMENT**  
**PLANNING AND ZONING COMMISSION**  
 CITY HALL, 110 WEST MAIN STREET  
 STARKVILLE, MISSISSIPPI 39759

**STAFF REPORT**

**To:** Members of the Planning & Zoning Commission  
**From:** Daniel Havelin, City Planner (662-323-2525 ext. 3136)  
 Emily Corban, Assistant City Planner (662-323-2525 ext. 3138)  
**Subject:** RZ 18-01 Request to Rezone one lot located at 288 Sand Road from R-5 Multi-Family to R-6 Residential Mobile Homes with the parcel number 105-21-001.00  
**Date:** February 13, 2018

The purpose of this report is to provide information regarding the request by Jeremiah Ward on behalf of Lizzie May Ward to rezone one lot located at 288 Sand Road from R-5 Multi-Family to R-6 Residential Mobile Homes with the property #105-21-001.00. Please see attachments 1- 5.

**BACKGROUND INFORMATION:**

The applicant is seeking to rezone from R-5 Multi-Family to R-6 Residential Mobile Homes based on error. The properties on the Western side of Sand Road were annexed into the City in 1998. When annexed, these properties were given an R-5 zoning designation. The applicant purchased a mobile home and had it placed on the property. When they came to the Building Department to inquire what was necessary to connect to city services, they realized mobile homes were not allowed on the property without a conditional use or rezoning. The Applicant decided to apply for a rezoning instead of a conditional use.

| Zoning Change Subject Property                        |                     |                                |          |                |
|-------------------------------------------------------|---------------------|--------------------------------|----------|----------------|
| Properties                                            | 1960s-<br>1970s Map | 1982-1991<br>Map               | 2000 Map | Current<br>Map |
|                                                       | N/A                 | N/A                            | R-5      | R-5            |
| Zoning Change Adjacent Properties                     |                     |                                |          |                |
| Properties                                            | 1960s-<br>1970s Map | 1982-1991<br>Map               | 2000 Map | Current<br>Map |
| North                                                 | N/A                 | N/A                            | R-5      | R-5            |
| East                                                  | N/A                 | N/A                            | M-1      | M-1            |
| South                                                 | N/A                 | N/A                            | R-5      | R-6            |
| West                                                  | N/A                 | N/A                            | R-5      | R-5            |
| Zoning and land uses adjacent to the subject property |                     |                                |          |                |
| Direction                                             | Zoning              | Current Use                    |          |                |
| North                                                 | R-5                 | Single-family                  |          |                |
| East                                                  | M-1                 | Waste Treatment Facility       |          |                |
| South                                                 | R-6                 | Single-Family and Mobile Homes |          |                |
| West                                                  | R-5                 | Vacant                         |          |                |

*\*subject property was annexed into city limits in 1998.*

**NOTIFICATION:**

10 property owners of record within 300 feet of the subject property were notified directly by mail of the request. A public hearing notice was published in the Starkville Daily News on January 26, 2018 and a placard was posted on the property concurrent with publication of the notice. As of this date, the Planning Office has received three phone calls inquiring about the request.

**REZONING REQUEST:**

The subject property rezoning request is from R-5 Multi-Family to R-6 Residential Mobile Homes. Differences between zones are:

**Current Zoning District:**

***Sec. G. - R-5 residential zoning regulations.***

*These [R-5 residential] districts are intended to be composed mainly of multifamily dwellings, although a wide range of dwelling types is also permitted. Mobile homes, mobile home parks, and mobile home subdivisions are also permitted under certain special conditions. Appropriate supporting facilities to accommodate higher density multifamily districts are permitted and the character of this residential district is protected by requiring certain yard and area standards to be met. [The following regulations apply to R-5 districts:]*

- 1. See chart for permitted uses.*
- 2. See chart for uses which may be permitted as a special exception.*
- 3. Required lot area and width, yards, building areas and height for residences:*

*a) Minimum lot area, per unit: 1,800 square feet.*

*b) Minimum lot width at building line:*

*Single-family and multifamily dwelling of less than eight units: 50 feet.*

*Townhouse dwelling: 16 feet.*

*Multifamily dwelling of eight units or more: 100 feet.*

*c) Minimum depth of front yard: 25 feet.*

*d) Minimum width of side yard: 5 feet.*

*e) Minimum depth of rear yard: 20 feet.*

*f) Maximum height of structure: 45 feet.*

*Mobile homes on individual lots shall comply with the provisions of article VII, section*

*E. Mobile home parks and mobile home subdivisions shall comply with provisions of article VII, section H.*

*4. Off-street parking requirements: See article VII of this ordinance for requirements for other uses.*

*5. All building facades that are visible from public right-of-way or adjacent property zoned residential shall meet these requirements.*

*a) The following materials are allowed for use on a building façade: brick, wood, fiber cement siding, stucco, natural stone, and split faced concrete masonry units that are tinted and textured. Architectural metal panels may be used as long as the panels make up less than 40 percent of an individual façade.*

*b) The following materials are not allowed for use on a building facade: smooth faced concrete masonry units, vinyl siding, tilt-up concrete panels, non-architectural steel panels (R Panels), and EIFS (exterior insulation and finish systems). EIFS is permitted to be used for trim and architectural accents.*

*c) The primary facade colors shall be low reflectance, subtle, neutral or earth tones. The use of high intensity, metallic flake, or fluorescent colors is prohibited.*

*6. All parking lots adjacent to public right-of-way shall be paved either entirely or with a combination of the following: asphalt, concrete, porous pavement, concrete pavers, or brick pavers. Gravel can be used temporarily as a parking surface for a period of no longer than twelve months upon the approval of the community development director. All temporary gravel lots must provide ADA accessible parking and access ways in accordance with the ADA guidelines.*

*(Ord. No. 2007-5, § 1, 4-17-07; Ord. No. 2014-5, 9-16-14)*

### **Proposed Zoning District:**

#### **Sec. H. - R-6 residential zoning regulations.**

*These [R-6 residential (mobile homes)] districts are intended to be comprised mainly of mobile homes, mobile home parks, and mobile home subdivision, along with appropriate neighborhood supporting facilities. The character of this district is protected by requiring that certain yard and area standards be met. [The following regulations apply to R-6 districts:]*

*1. See chart for permitted uses.*

*2. See chart for uses which may be permitted as an exception.*

3. *Required lot area and width, yards, building areas and heights for mobile home parks and subdivisions and individual mobile homes on platted lots:*

(a) *The parcel of land to be used for a mobile home park or subdivision shall have a minimum lot area of five acres. The minimum width of the lot at the building line shall be 300 feet. The minimum yard depths for the mobile home park or subdivision shall be: Front, 30 feet; side and rear, 15 feet each. This yard space may not be used for parking nor shall it constitute the yard requirements for any individual mobile home. The height of all structures in the trailer park shall be limited to one story or 12 feet.*

(b) *The individual mobile home lot shall have a minimum lot area of 5,000 square feet and shall not be less than 40 feet in width at the building line. The minimum yard requirements for the mobile home lot shall be: Front, 20 feet; rear, 15 feet; sides, five feet. This yard space may be used for parking of the residents' vehicles, but shall not constitute any of the yard requirements for the mobile home park or subdivision. Private accessory structures, such as sheds, must be within the building area defined for each lot. Structures shall not cover more than 35 percent of the total building area.*

(c) *All mobile homes permitted by this ordinance shall meet the following guidelines:*

*(i) Shall be secured on a permanent foundation with tiedowns;*

*(ii) Shall be provided with a skirt of material comparable to exterior of the structure and shall be placed on the site in a manner compatible with adjacent sites; and*

*(iii) Shall be in conformance with codes adopted by the City of Starkville.*

4. *Off-street parking requirements: Two parking spaces shall be provided for each mobile home. See article VIII of this ordinance for requirements for other uses.*

### **Permitted and Conditional Uses:**

### **STATE REZONING CRITERIA**

Per Title 17, Chapter 1, of the Mississippi Code of 1972, as amended, and Appendix A, Article IV, Section A, of the City of Starkville Code of Ordinances, the Official Zoning Map may be amended only when one or more of the following conditions prevail:

1. **Error:** There is a Manifest Error in the ordinance and a Public Need to correct the error:

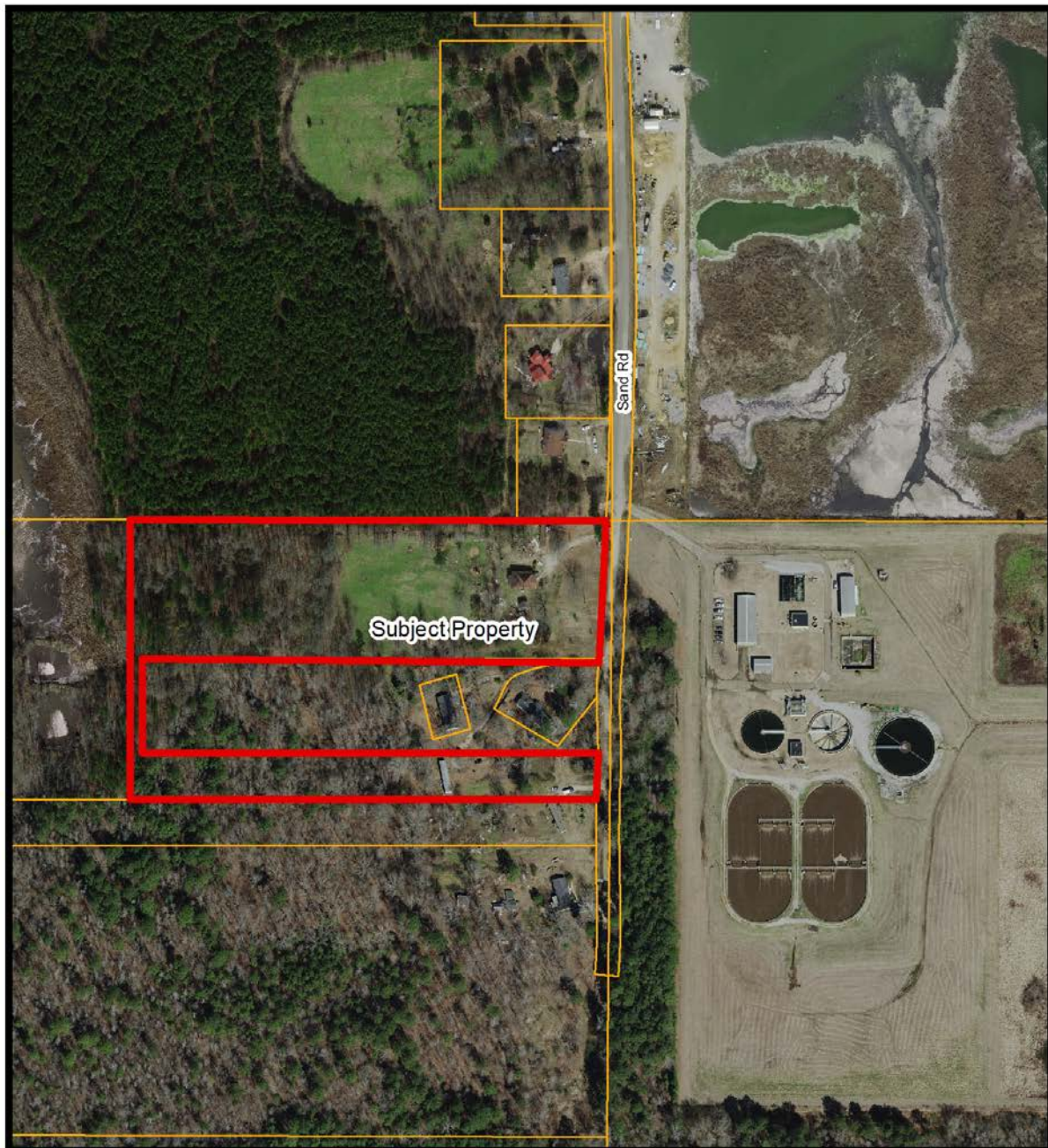
- Error
- On October 20, 2009, The Board of Alderman rezoned 300-A Sand Road from R-5 to R-6 based on a scrivener's error in the City's Official zoning map. This is the property directly to the south of 288 Sand Road. The staff report in 2009 cited that *"The subject property and most others along the western side of Sand Road were not zoned appropriately when annexed in the City in 1998 to allow for mobile home use."* See attachment 5 for the staff report from 2009.

2. **Change in conditions:** Changed or changing conditions in an existing area, or in the planning area generally, or the increased or increasing need for commercial or manufacturing sites or additional subdivision of open land into urban building sites make a change in the ordinance necessary and desirable, and in accord with the public need for orderly and harmonious growth.

**Consistency with Comprehensive Plan:** The proposed rezoning would generally be not consistent with the goals, objectives and policies found in the City's Comprehensive Plan. The subject property's placetype is Traditional Neighborhood- New.

**Land Use Compatibility:** The proposed rezoning would be consistent and compatible the current adjacent land uses. The area along the west and east side of Sand Road is occupied by multiple mobile homes.

Attachment 1  
RZ 18-01 Aerial



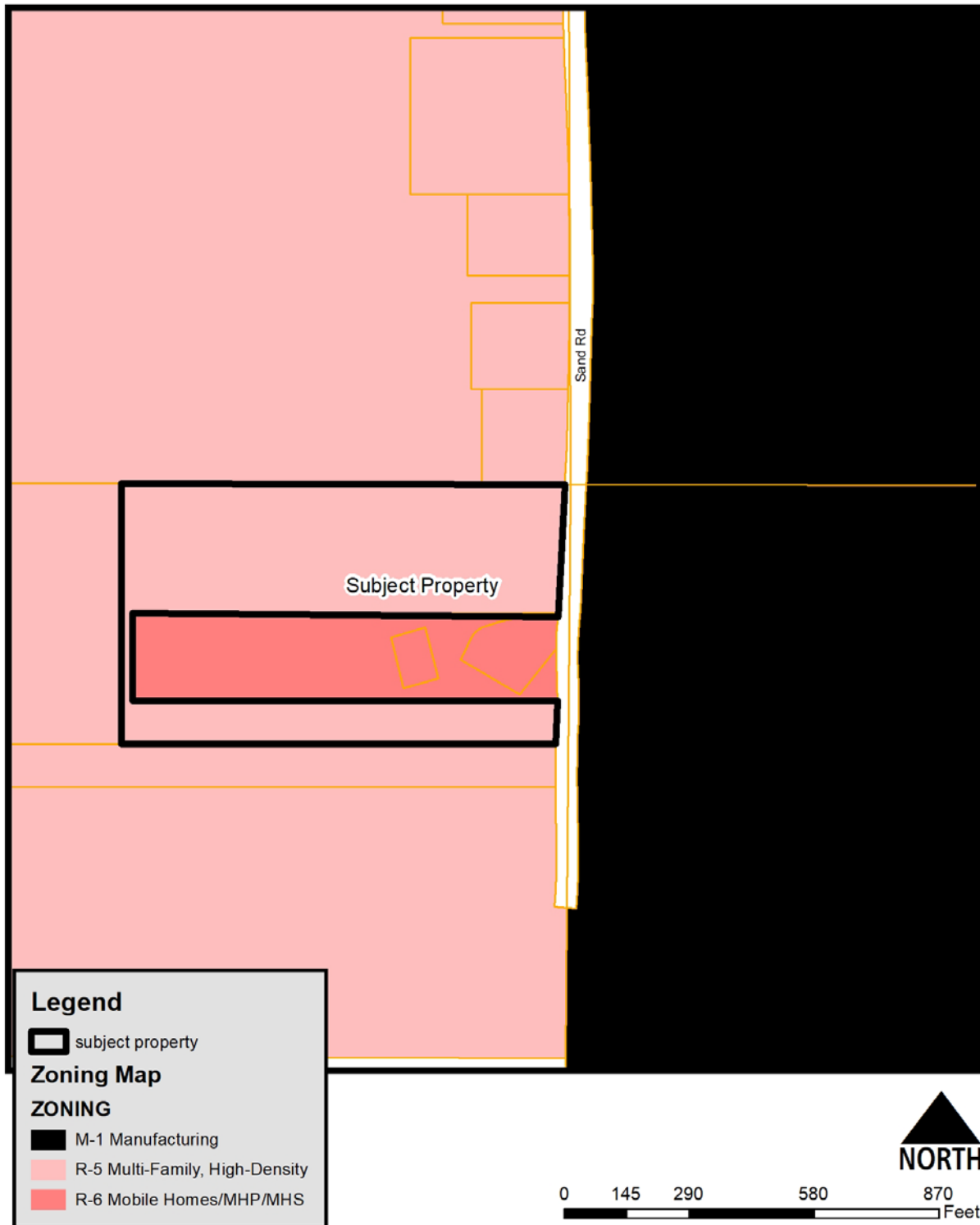
**Legend**

 subject property

0 145 290 580 870 Feet



Attachment 2  
RZ 18-01 Zoning



**Attachment 3**  
Subject Mobile Home



## Attachment 4

City of Starkville Permitted and Conditional Use Chart

| USES                                                            | A-1 | R-E | R-1 | R-2 | R-3 | R-3A | R-4 | R-4A | R-5 | R-6 | R-M | B-1 | C-1 | C-2 | C-3 | M-1 | PUD | PO |
|-----------------------------------------------------------------|-----|-----|-----|-----|-----|------|-----|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|----|
| <b>RESIDENTIAL</b>                                              |     |     |     |     |     |      |     |      |     |     |     |     |     |     |     |     |     |    |
| Accessory dwelling unit                                         |     | C   | C   | C   | C   | C    | C   | C    | P   |     |     | P   | P   | P   | P   |     | P   |    |
| Assisted Living Facility                                        |     |     |     |     |     |      |     |      | P   |     |     | P   | P   | P   | C   |     |     |    |
| Bed & Breakfast Inn                                             |     | C   | C   | C   | C   |      |     |      | C   |     |     | P   | C   | P   | P   |     | C   |    |
| Boarding/Rooming House                                          |     |     |     |     |     |      |     |      | C   |     |     | P   | C   | P   | P   |     |     |    |
| Dormitory                                                       |     |     |     |     |     |      |     |      | C   |     |     | C   |     | P   | C   |     |     |    |
| Dwelling, live/work                                             | C   | P   | P   | P   | P   | P    | P   | P    | P   | P   | P   | P   | C   | C   | C   |     | P   |    |
| Dwelling, single family, detached                               | C   | P   | P   | P   | P   | P    | P   | P    | P   | P   | P   | P   | C   | C   | C   |     | P   |    |
| Dwelling, multi-family                                          |     |     |     |     |     |      |     |      | P   |     |     | P   | C   | C   | C   |     | P   |    |
| Dwelling, 3 & 4-family                                          |     |     |     |     | P   |      | P   |      | P   |     |     | P   | C   | C   | C   |     | P   |    |
| Dwelling, 2-family                                              |     |     |     | C   | P   |      | P   |      | C   |     |     | P   | C   | C   | C   |     | P   |    |
| Fraternity/Sorority House                                       |     |     |     |     |     |      | C   |      | C   |     |     | C   | C   | C   | C   |     |     |    |
| Manufactured Homes                                              | C   |     |     |     | C   |      | C   |      | C   | P   | P   |     |     | C   |     |     |     |    |
| Mobile Homes                                                    | C   |     |     |     |     |      |     |      | C   | P   | P   | P   |     |     |     |     |     |    |
| Personal Care/Group Home                                        |     |     |     | C   | C   |      | C   |      | P   |     |     | C   | C   | P   |     |     |     |    |
| <b>PUBLIC &amp; INSTITUTIONAL</b>                               |     |     |     |     |     |      |     |      |     |     |     |     |     |     |     |     |     |    |
| Child Care                                                      |     |     |     |     |     |      |     |      |     |     |     |     | P   | P   | P   | C   | P   | C  |
| Community Services                                              |     | C   | C   | C   | C   | C    | C   | C    | C   | C   | C   | C   | C   | C   | C   |     | C   |    |
| Family Child Care                                               |     | C   | C   | C   | C   |      | C   |      | P   | P   | C   | P   | C   |     |     |     | P   |    |
| Educational Facilities                                          |     | C   | C   | C   | C   | C    | C   | C    | C   | C   | C   | C   | C   | C   | C   | C   | C   | C  |
| Governmental Facilities                                         |     | C   | C   | C   | C   | C    | C   | C    | C   | C   | C   | P   | P   | P   | P   | P   | C   |    |
| Institutional and Health Care Facilities                        |     |     |     |     |     |      |     |      | C   |     |     | C   | C   | P   | C   |     |     |    |
| Parks & Recreation, Active                                      | C   | C   | C   | C   | C   | C    | C   | C    | C   | C   | C   | P   | P   | P   | P   | C   | P   | P  |
| Parks & Recreation, Passive                                     | C   | P   | P   | P   | P   | P    | P   | P    | P   | P   | P   | P   | P   | P   | P   | P   | P   | P  |
| Places of Worship                                               |     | C   | C   | C   | C   | C    | C   | C    | C   | C   | C   | C   | C   | C   | C   | C   | C   | C  |
| Public Spaces                                                   | C   | C   | C   | C   | C   | C    | C   | C    | C   | C   | C   | P   | P   | P   | P   |     | P   |    |
| Transportation                                                  |     |     |     |     |     |      |     |      |     |     |     | C   | P   | P   | P   | P   |     |    |
| Utilities                                                       | C   |     |     |     |     |      | C   |      | C   |     |     | P   | C   | P   | P   | P   |     | C  |
| Wireless Communication Towers (see Ord No 2001-2 for specifics) | C   |     |     |     |     |      |     |      |     |     |     | C   |     | C   |     | P   |     | C  |
| <b>COMMERCIAL</b>                                               |     |     |     |     |     |      |     |      |     |     |     |     |     |     |     |     |     |    |
| Business Offices                                                |     |     |     |     |     |      |     |      | P   |     |     | P   | P   | P   | P   | P   | P   | P  |
| Car Title Loan, Payday Advance or Loan Business                 |     |     |     |     |     |      |     |      |     |     |     |     |     | C   |     | P   |     |    |
| Conference/Convention Center                                    |     |     |     |     |     |      |     |      | C   |     |     | C   | P   | P   | C   | C   | P   | P  |
| Eating & Drinking Establishments                                |     |     |     |     |     |      |     |      | C   |     |     | P   | P   | P   | P   | P   | P   | P  |
| Funeral Home                                                    |     |     |     |     |     |      |     |      |     |     |     | C   | C   | P   | C   | C   |     |    |
| General Retail & Services                                       |     |     |     |     |     |      |     |      | C   |     |     | P   | P   | P   | P   | P   | P   | C  |
| Parking Lots & Garages                                          |     |     |     |     |     |      |     |      | C   | C   |     | C   | C   | C   | C   | C   | C   | C  |
| Personal Services                                               |     |     |     |     |     |      |     |      | C   |     |     | P   | P   | P   | P   | P   | P   |    |
| Recreation and Entertainment, Indoor                            | C   |     |     |     |     |      |     |      |     |     |     | C   | C   | P   | P   | C   | P   | P  |
| Recreation and Entertainment, Outdoor                           | C   |     |     |     |     |      |     |      |     |     |     | C   |     | C   | P   | P   | C   | C  |
| Sexually Oriented Businesses (see Ord No 2001-1 for specifics)  |     |     |     |     |     |      |     |      |     |     |     |     |     |     |     | C   |     |    |
| Vehicular Sales & Service                                       |     |     |     |     |     |      |     |      |     |     |     | C   | C   | P   | C   | P   |     |    |
| Visitor Accommodations and Services                             |     |     |     |     |     |      |     |      |     |     |     |     | C   | P   | P   | C   | C   |    |
| <b>MANUFACTURING &amp; INDUSTRIAL</b>                           |     |     |     |     |     |      |     |      |     |     |     |     |     |     |     |     |     |    |
| Industrial, light                                               |     |     |     |     |     |      |     |      |     |     |     |     |     |     |     | P   |     | C  |
| Industrial, heavy                                               |     |     |     |     |     |      |     |      |     |     |     |     |     |     |     | P   |     |    |
| Manufacturing, light                                            |     |     |     |     |     |      |     |      |     |     |     |     |     | C   |     | P   |     |    |
| Manufacturing, heavy                                            |     |     |     |     |     |      |     |      |     |     |     |     |     |     |     | P   |     |    |
| Trades & Skilled Services                                       | C   |     |     |     |     |      |     |      |     |     |     | C   | C   | P   |     | P   |     | C  |
| Warehousing & Distribution                                      |     |     |     |     |     |      |     |      |     |     |     | C   | C   | P   | C   | P   |     | C  |
| Wholesale Services                                              |     |     |     |     |     |      |     |      |     |     |     | C   |     | P   | C   | P   |     |    |
| <b>AGRICULTURAL</b>                                             |     |     |     |     |     |      |     |      |     |     |     |     |     |     |     |     |     |    |
| Farm                                                            | P   | C   |     |     |     |      |     |      |     |     |     |     |     |     |     | C   |     |    |
| Farm Support                                                    | C   | C   |     |     |     |      |     |      |     |     |     | C   | C   |     |     | P   |     |    |

The uses permitted in each of the zoning districts are listed in this chart in three categories:

**Permitted uses.** The uses listed which are permitted by right are denoted by "P" on the chart.

**Conditional uses.** The uses listed which are declared to possess such characteristics of unique or special or special form that each specific use shall be considered on an individual case-by-case analysis based on review criteria provided by separate ordinance. Conditional uses are denoted by a "C" on the chart.

**Prohibited uses.** A blank cell in the use chart indicates that the use type is prohibited in the corresponding zoning district. Districts.

**NOTE:** Please refer to Table 5 of the Form Based Code for land uses located within Transect

## Attachment 5- 2009 Staff Report for Rezoning of 300 Sand Road



THE CITY OF STARKVILLE  
PLANNING & ZONING COMMISSION  
CITY HALL, 101 E. LAMPKIN STREET  
STARKVILLE, MISSISSIPPI 39759-2944

---

### STAFF REPORT

---

**TO:** Members of the Planning & Zoning Commission  
**FROM:** Ben Griffith, AICP, City Planner (662-323-8012 ext. 119)  
**CC:** Fomicka Ward, Applicant  
**SUBJECT:** RZ 09-07: Rezoning request for property located at 300-A Sand Road  
Parcel Numbers 105-21-005.00 & 105-21-005.01  
**DATE:** October 7, 2009

---

The purpose of this report is to provide information regarding the request of Ms. Fomicka Ward to amend the zoning classification of the above-referenced property from R-5 (Multi-Family, High-Density) to R-6 (Mobile Homes/MHP/MHS). The rezoning will affect approximately 4 acres of land. The rezoning application will require review and approval by the Mayor and Board of Aldermen at their next regularly scheduled meeting.

#### BACKGROUND INFORMATION

The applicant is requesting a rezoning to allow the placement of a mobile home on her family's property which will become her primary place of residence for her and her children. A letter from the applicant requesting the rezoning is included with this staff report. Most of the properties on the eastern side of Sand Road have been located in the City for several years and serve primarily as the City's wastewater treatment plant, while the properties on the western side of Sand Road were only annexed into the City in 1998. When annexed, these properties were given an R-5 zoning designation without consideration of the numerous mobile homes already in place along the roadway. The applicant was advised that she could request a conditional use within the existing R-5 zoning, but the rezoning would prevent the existing mobile homes on the subject property from becoming non-conforming structures in the event of a fire, tornado, or if an existing mobile home was in need of replacement. The applicant recently hired a mobile home contractor to move the structure onto the site and then came to the Building Department to inquire what was necessary to connect City water and sewer service; electrical service would be provided by the 4-County Electric Power Association (EPA). No building permits will be issued nor will inspections be conducted until the rezoning is approved.

#### Proposed Zoning District Information: R-6 (Mobile Homes/MHP/MHS)

These districts are intended to be comprised mainly of mobile homes, mobile home parks and mobile home subdivisions, along with appropriate neighborhood supporting facilities. The character of this district is protected by requiring that certain yard and area standards be met.

Required lot area and width, yards, building areas and heights for mobile home parks and subdivisions and individual mobile homes on platted lots.

The parcel of land to be used for a mobile home park or subdivision shall have a minimum lot area of five (5) acres. The minimum width of the lot at the building line shall be three-hundred (300) feet. The minimum yard depths for the mobile home park or subdivision shall be: Front—thirty (30) feet; side and rear—fifteen (15) feet each. This yard space may not be used for parking nor shall it constitute the yard requirements for any individual mobile home. The height of all structures in the trailer park shall be limited to one story or twelve (12) feet.

The individual mobile home lot shall have a minimum lot area of five-thousand (5,000) square feet and shall not be less than forty (40) feet in width at the building line. The minimum yard requirements for the mobile home lot shall be: front—twenty (20) feet; rear—fifteen (15) feet; sides—five (5) feet. This yard space may be used for parking of the residents' vehicle, but shall not constitute any of the yard requirements for the mobile home park or subdivision. Private accessory structures, such as sheds, must be within the building area defined for each lot. Structures shall not cover more than thirty-five percent (35%) of the total building area.

All mobile homes permitted by this ordinance shall meet the following guidelines:

- shall be secured on a permanent foundation with tie-downs;
- shall be provided with a skirt of material comparable to the exterior of the structure and shall be placed on the site in a manner compatible with adjacent sites; and
- shall be in conformance with codes adopted by the City of Starkville.

Off-street parking requirements:

Two (2) parking spaces shall be provided for each mobile home. See Article VIII of this ordinance for requirements for other uses.

The following uses are permitted by right in the R-6 zoning district:

1. Child care: family home; group child care center, Class A and B
2. Garden
3. Home occupation
4. Manufactured home
5. Mobile home on individual lot
6. Mobile home park and subdivision
7. Name plate, unlighted, not exceeding 1 square foot in area

The following uses are allowed by conditional use in the R-6 zoning district:

1. Accessory retail service business to primary residential use, not to exceed 5% of gross floor area
2. Agricultural crops but not including livestock raising
3. Ancillary retail and service business incidental to primary residential use, not to exceed a total of 3,000 square feet of floor area
4. Church or place of worship
5. Garage, public
6. Hospital

7. Institution for children
8. Life care facility
9. Public buildings; does not include airports or correctional facilities
10. Public utilities
11. Recreational facilities
12. Schools, private
13. Self-service storage facilities (mini-warehouse)
14. Sports field and recreation uses

The table below provides the zoning and land uses adjacent to the subject property:

| Direction | Zoning | Current Use                       |
|-----------|--------|-----------------------------------|
| North     | R-5    | Mobile home/undeveloped           |
| East      | M-1    | City's wastewater treatment plant |
| South     | R-5    | Mobile home/undeveloped           |
| West      | R-5    | Vacant/undeveloped                |

Six property owners of record within 160 feet of the subject property were notified directly by mail of the rezoning request. A public hearing notice was published in the Starkville Daily News on Friday, September 25, 2009 and a placard was posted on the property concurrent with publication of the notice. As of this date, the Planning Office has received no inquiries regarding the rezoning request.

## REZONING ANALYSIS

### Statutory Compliance:

Per Title 17, Chapter 1 of the Mississippi Code of 1972, as amended and Appendix A, Article IV, Section A of the City of Starkville's Code of Ordinances, the Official Zoning Map may be amended only when one or more of the following conditions prevail:

1. Error. There is a manifest error in the ordinance and a public need to correct the error.

*The subject property and most others along the western side of Sand Road were not zoned appropriately when annexed into the City in 1998 to allow for mobile home use.*

2. Change in conditions. Changed or changing conditions in an existing area, or in the planning area generally, or the increased or increasing need for commercial or manufacturing sites or additional subdivision of open land into urban building sites make a change in the ordinance necessary and desirable, and in accord with the public need for orderly and harmonious growth.

*The area along the west side of Sand Road is occupied chiefly by mobile homes and it is the desire of many residents and property owners to continue the use and placement of mobile homes in the area.*

**Consistency with Comprehensive Plan:** The proposed rezoning would generally be consistent with the goals, objectives and policies regarding residential mobile home land uses found in the City's Comprehensive Plan.

**Land Use Compatibility:** The proposed rezoning would allow mobile home uses which would be consistent and compatible with the adjacent land uses in the vicinity.

**Changed Conditions:** Although the annexed areas on the west side of Sand Road were zoned R-5, the area contains numerous mobile homes on individual lots which existed prior to the annexation. There is still a strong desire by the area residents to utilize mobile homes in the area.

**Adequate Public Facilities:** The site is served by the City of Starkville for potable water and sanitary sewer while electricity is provided by the 4-County EPA. The adjacent roadway is already in place.

**Natural Environment:** There are no known environmental issues regarding the site, although it is located across the street from the City's water treatment plant.

**Economic Effects:** Placement of the mobile home on the subject property, along with the other required site improvements will increase the subject property's taxable value, thereby increasing the City's tax base.

**Orderly Development:** The applicant intends to utilize the mobile home on the subject property as her primary residence. The mobile home will be required to conform to the zoning district regulations included within this staff report as well as adopted building codes.

**Public Need:** Mobile homes provide affordable housing for citizens of modest means, but are only allowed in a limited number of zoning districts throughout the City. The applicant's request for R-6 zoning is specifically to allow a mobile home on the subject property which will become the primary place of residence for herself and her children.

## CONCLUSIONS

Upon review of the proposed rezoning request #RZ 09-07, the Planning & Zoning Commission's recommendation for approval to amend the Official Zoning Map Designation of approximately 4 acres of land located at 300-A Sand Road from R-5 (Multi-Family, High-Density) to R-6 (Mobile Homes/MHP/MHS) would need to be based on the findings of fact and conclusions of this staff report dated October 7, 2009, and that the rezoning request is consistent with Title 17, Chapter 1 of the Mississippi Code of 1972, as amended, and more specifically, with Appendix A, Article IV, Section A(1) of the City's Code of Ordinances based on an error in the City's Official Zoning Map.



**CITY OF STARKVILLE COVERSHEET  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM DEPT.:** Community Dev.- Planning  
**AGENDA DATE:** March 6, 2018  
**PAGE:** Page 1 of 87

**SUBJECT:**

Second Public Hearing for Section 1 and Section 2 of the Unified Development Code and a modification to the façade requirements.

**AMOUNT & SOURCE OF FUNDING**

N/A

**FISCAL NOTE:**

N/A

**AUTHORIZATION HISTORY:**

At the January 16<sup>th</sup> Board of Aldermen meeting, staff was directed to advertise for the necessary public hearings regarding the Unified Development Code and façade requirements. The first Board of Aldermen public hearing was advertised on January 22, 2018 for the February 6, 2018 public hearing. The Planning and Zoning Commission public hearing was advertised on February 1, 2018 for the February 16, 2018 public hearing. The second Board of Aldermen public hearing was advertised on February 12, 2018 for the March 6, 2018 public hearing.

This is the second of two public hearings for the Board of Aldermen. The Planning and Zoning Commission held one public hearing at a special call meeting at 12 pm on February 16<sup>th</sup> in the Courtroom of City Hall. The second draft of the Unified Development Code includes Section 1 (Introduction) and Section 2 (Bodies & Procedures). The creation of the 3<sup>rd</sup> section of the Code (Zoning, Subdivisions & Standards) and the 4<sup>th</sup> section (Definitions) will begin at the completion of Section 1 and Section 2. As part of this draft, suggested revisions to the façade requirements for the use of EIFS are being proposed. Also included in the attachments is a letter of support for the establishment of an architectural review committee signed by the chairman of Historic Preservation Commission and the Planning and Zoning Commission.

**REQUESTING**

**DEPARTMENT:** Community Development

**DIRECTOR'S**

**AUTHORIZATION:** Buddy Sanders

**FOR MORE INFORMATION CONTACT:**

Daniel Havelin @ 662-323-2525 ext 3136 or Emily Corban @ 662-323-2525 ext 3138

---

**SUGGESTED MOTION:**

# TABLE OF CONTENTS

## 1. INTRODUCTION

|       |                                   |   |
|-------|-----------------------------------|---|
| 1.1.  | Title.....                        | 1 |
| 1.2.  | Authority.....                    | 1 |
| 1.3.  | Purpose & Applicability.....      | 1 |
| 1.4.  | Rules of Construction.....        | 2 |
| 1.5.  | Comprehensive Plan.....           | 2 |
| 1.6.  | Relationship with Other Laws..... | 3 |
| 1.7.  | Burden of Proof.....              | 3 |
| 1.8.  | Severability.....                 | 3 |
| 1.9.  | Repealer Section.....             | 4 |
| 1.10. | Transitional Rules.....           | 4 |
| 1.11. | Effective Date.....               | 5 |

## 2. BODIES & PROCEDURES

### 2.1. ADMINISTRATIVE & GOVERNING BODIES

|        |                                       |    |
|--------|---------------------------------------|----|
| 2.1.1. | Mayor & Board of Aldermen.....        | 6  |
| 2.1.2. | Planning & Zoning Commission.....     | 6  |
| 2.1.3. | Board of Adjustment and Appeals.....  | 8  |
| 2.1.4. | Historic Preservation Commission..... | 11 |
| 2.1.5. | Development Review Committee.....     | 16 |
| 2.1.6. | Architecture Review Committee.....    | 18 |
| 2.1.7. | <b>Landscape</b> Advisory Board.....  | 20 |

### 2.2. ADMINISTRATIVE PROCEDURES

|         |                                                                                  |    |
|---------|----------------------------------------------------------------------------------|----|
| 2.2.1.  | Rezoning.....                                                                    | 23 |
| 2.2.2.  | Conditional use.....                                                             | 26 |
| 2.2.3.  | Variance.....                                                                    | 31 |
| 2.2.4.  | Site and Infrastructure Plans.....                                               | 35 |
| 2.2.5.  | Architecture Review.....                                                         | 44 |
| 2.2.6.  | Landscape Waiver.....                                                            | 47 |
| 2.2.7.  | Subdivision Procedures Minor and Major.....                                      | 49 |
| 2.2.8.  | Condo Plat.....                                                                  | 56 |
| 2.2.9.  | Plat Specifications and Certifications.....                                      | 57 |
| 2.2.10. | Designation of Landmarks, Landmark Sites, and Historic Districts.....            | 60 |
| 2.2.11. | Certificates of Appropriateness and Historic Districts.....                      | 62 |
| 2.2.12. | Exceptions, Variances and Administrative Adjustments for Transect Districts..... | 68 |
| 2.2.13. | Nonconformities.....                                                             | 69 |
| 2.2.14. | Building Permit Requirements.....                                                | 74 |
| 2.2.15. | Certificates of Occupancy Requirements.....                                      | 78 |
| 2.2.16. | Enforcement & Penalties for Violations.....                                      | 78 |

draft 2/27/18

## 1.0 INTRODUCTION

### 1.1 Title

This Ordinance shall be known as the “Unified Zoning & Development Code” of the City of Starkville, Mississippi, **dated XX, XXXXXX, 2018**. The map herein referred to as the “Zoning Map of Starkville, Mississippi,” **dated XX, XXXXXX, 2018** and all explanatory matter thereon is hereby adopted and made a part of this Code.

### 1.2 Authority

This Code is adopted pursuant to authority granted to the City of Starkville by the ~~2010~~ Mississippi Code and is adopted in accordance with:

- a. The enabling authority contained in Title 17 - Local Government; Provisions Common to Counties and Municipalities, Chapter 1 - Zoning, Planning and Subdivision Regulation (as amended); and
- b. All other relevant laws of the State of Mississippi.

Whenever any provision of this Code refers to or cites a section of the Mississippi Code ~~(as amended)~~, and that section is later amended or superseded, this Code shall be deemed amended to refer to the amended section or the section that most nearly corresponds to the superseded section.

### 1.3 Purpose & Applicability

#### 1.3.1 Purpose

In accordance with Mississippi Code Title §17-1-9, this Code is made in accordance with the City’s Comprehensive Plan and designed to lessen congestion in the streets; to secure safety from fire, panic and other dangers; to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; to facilitate the adequate provision of transportation, water, sewerage, schools, parks and other public requirements. Such regulations have been made with reasonable consideration, among other things, to the character of the districts and their peculiar suitability for particular uses, and with a view to conserving the value of buildings, and encouraging the most appropriate use of land throughout the City. Furthermore, these provisions have been intended to protect and enhance the quality of life of City residents, employees and visitors with respect to: the preservation of significant natural and cultural resources; the optimal use of land; appropriate densities, form and character of development; efficient and well-connected mobility accommodating varied transportation modes; sufficient infrastructure and utilities; open space and recreational facilities; varied and affordable housing alternatives; and economic development opportunities.

#### 1.3.2 Applicability

The provisions of this Code shall apply to the use and development of all incorporated land within

the boundaries of the City of Starkville, Mississippi, unless exempted by this Code, State law, or Federal law.

## **1.4 Rules of Construction**

The following rules shall apply for construing or interpreting the terms and provisions of this Code:

### **1.4.1 Minimum Requirements.**

In their application, the provisions of this Code shall be held to be the minimum requirements for the promotion and protection of the public health, safety, and general welfare, and shall be construed to achieve the purposes for which this Code is adopted.

### **1.4.2 Application of Most Restrictive Provisions.**

In the event of any conflict between the limitations, requirements, or standards contained in different provisions of this Code and applying to an individual use or structure, the more restrictive provision shall apply.

### **1.4.3 Priority of Text.**

In the event of a conflict or inconsistency between the text of this Code and any caption, figure, illustration, table, or map contained herein, the text shall control **unless the intent of the Code is clear otherwise.**

### **1.4.4 Interpretation of Words.**

The words “shall”, “must”, and “will”, are mandatory in nature, establishing an obligation or duty to comply with the particular provision. The word “may” is permissive in nature. Words used in the present tense include the future tense, and vice versa. Words used in the singular number include the plural number and the plural number includes the singular number, unless the context of the particular usage clearly indicates otherwise. Words used in the masculine gender include the feminine gender, and vice versa. For words, terms, and phrases used in this Code that are not defined in the Definitions section or elsewhere in the City’s Code, the City Planner shall have the authority to interpret or define such words, terms and phrases. In making such interpretations or definitions, the city planner may consult secondary sources related to the planning and legal professions, such as "Black's Law Dictionary" (West Publishing Company, St. Paul, Minn., most current edition), "The Latest Illustrated Book of Development Definitions" by Harvey S. Moskowitz and Carl G. Lindbloom (Center for Urban Policy Research, Rutgers University. N.J. 2007, or most current edition), for technical words, terms, phrases, and graphics, or any "Webster's Dictionary" for other words, terms and phrases.

## **1.5 Comprehensive Plan**

The goal of this Code is to ensure that all development within the City’s jurisdiction is consistent with, and conforms to the vision, goals, and objectives of the City’s adopted

Comprehensive Plan and any adopted specific area plans and functional plans addressing growth and development within the City. To the extent that this Code is or becomes inconsistent with these adopted plans, it should be amended to become or remain consistent with the adopted plans. Additionally, all amendments to this Code's text or Official Zoning Map should maintain and enhance consistency between this Code and the adopted plans.

## **1.6 Relationship with Other Laws**

### **1.6.1 Conflicts with Other City Codes or Laws.**

If a provision of this Code is inconsistent with another provision of this Code, or with a provision found in other adopted Codes or Codes of the City, the more restrictive provision shall govern unless the terms of the more restrictive provision specify otherwise. The more restrictive provision is the one that imposes greater restrictions or burdens, or more stringent controls.

### **1.6.2 Conflicts with Private Agreements**

The City shall not be responsible for monitoring or enforcing private easements, covenants, and restrictions, although the City may inquire as to whether land is subject to easements, covenants, and restrictions during the review of applications.

### **1.6.3 Conflicts with State or Federal Laws**

Title 17 of the Mississippi Code establishes planning and zoning authority for local governments. If a provision of this Code is inconsistent with a provision found in the law or regulations of the State or Federal government, the more restrictive provision shall control, to the extent permitted by law.

### **1.6.4 Vested Rights**

Nothing in this Code is intended to repeal, supersede, annul, impair, or interfere with any existing vested rights previously adopted, established, or issued in accordance with all applicable laws, provided such rights are lawfully established and remain in effect.

## **1.7 Burden of Proof**

The burden of demonstrating that an application or any development subject to this Code complies with applicable review and approval standards is on the applicant. The burden is not on the City or other parties to show that the standards have been met by the applicant or person responsible for the development.

## **1.8 Severability**

If any court of competent jurisdiction invalidates any provision of this Code, then such judgment shall not affect the validity and continued enforcement of any other provision of this Code. If any court of competent jurisdiction invalidates the application of any provision of this Code, then such judgment shall not affect the application of that provision to any other building, structure, or use

not specifically included in that judgment. If any court of competent jurisdiction judges invalid any condition attached to the approval of an application for development approval or the approval of a conditional use, then such judgment shall not affect any other conditions or requirements attached to the same approval which are not specifically included in that judgment.

## **1.9 Repealer Section**

All ordinances or codes or parts of ordinances or codes adopted heretofore by the City of Starkville, Mississippi, which are in conflict herewith or inconsistent with the provisions of this ordinance are hereby repealed.

## **1.10 Transitional Rules**

### **1.10.1 Violations Continue**

Any violation of the previous Zoning Code shall continue to be a violation under this Code and any other applicable codes, laws, or statutes. Violations of this Code shall be subject to the penalties set forth in 2.2.15 Enforcement, and any other applicable ordinances, laws, or statutes.

### **1.10.2 Completed Applications**

**1.10.2.1 Complete applications prior to this code.** Any application submitted and accepted as complete before the effective date of this Code, but still pending final action as of that date, shall be reviewed and decided in accordance with the regulations in effect when the application was accepted. To the extent such an application is approved and proposes development that does not comply with this Code, the subsequent development, although permitted, shall be nonconforming and subject to the provisions of 2.2.13 ~~12~~ Nonconformities.

**1.10.2.2 Time frame of previous code.** Completed applications shall be processed in good faith and shall comply with any time frames for review, approval, and completion as established in the regulations in effect at the time of application acceptance. If the application fails to comply with the required time frames, it shall expire and future development shall be subject to the requirements of this Code.

**1.10.2.3 Option for pending applications.** An applicant with a pending application accepted before the effective date of this Code may opt to have the proposed development reviewed and decided under the standards of this Code by withdrawing the pending application and submitting a new application in accordance with the standards of this Code.

**1.10.2.4 Option for New Applications.** An applicant with a new application accepted before the effective date of this Code may opt to have the proposed development reviewed and decided under the standards of this Code.

### **1.10.3 Approved Applications**

**1.10.3.1 Approvals per the previous code.** Any development approvals granted before

the effective date of this Code in accordance with the procedures outlined in the City's previous Code, the Subdivision Regulations and/or other related regulations shall remain valid until their expiration date. Developments with valid approvals or permits may be carried out in accordance with the terms and conditions of their approval and the development standards in effect at the time of approval, provided the permit or approval is valid and has not expired.

**1.10.3.2 Prior or revoked approvals.** If the prior approval expires or is revoked (i.e., for failure to comply with the terms and conditions of approval), any subsequent development of the site shall comply with the procedures and standards of this Code.

**1.10.3.3 Nonconforming status.** To the extent a prior-approved application proposes development that does not comply with this Code, the subsequent development, although permitted, shall be nonconforming and subject to the provisions of 2.2.13 Nonconformities.

#### **1.10.4 Nonconformities**

If any use, structure, **building**, lot, or sign legally existed on the effective date of this Code, but does not fully comply with the standards of this Code, then that use, structure, lot, or sign shall be considered nonconforming under this Code and shall be subject to the provisions of 2.2.13 Nonconformities.

### **1.11 Effective Date**

This Code shall take effect and be in force after its passage according to law.

## 2.0 BODIES & PROCEDURES

### 2.1 Administrative & Governing Bodies

The City of Starkville has established Boards, Commissions, and Committees and empowered them to act with either advisory or quasi-judicial authority over numerous aspects of the responsibilities created by the City's statutory and home rule existence in the State of Mississippi. ~~The Boards, Commissions, and Committees that were created with such quasi-judicial authority and that are not part of an existing interlocal agreement with any other governmental or authorized institution and are the sole product of the City of Starkville legislative enactment by the Mayor and Aldermen are advisory only.~~ The Boards, Commissions, and Committees that were created with such quasi-judicial authority by the Mayor and Board of Aldermen and that are not part of an existing interlocal agreement with any other governmental or authorized institution are advisory only.

#### 2.1.1 Mayor & Board of Aldermen

This Code shall be known as the "Unified Zoning & Development Code" of the City of Starkville, Mississippi, **dated XX, Xxxxxx, 2018**. The map herein referred to as the "Zoning Map of Starkville, Mississippi," **dated XX, Xxxxxx, 2018** and all explanatory matter thereon is hereby adopted and made a part of this Code.

The Board of Alderman have the final binding authority over development issues including but not limited to: administrative appeals, preliminary plats, final plats, exceptions, conditional uses, variances, landscape waivers, and certificates of appropriateness.

#### 2.1.2 Planning & Zoning Commission

**2.1.2.1 Composition.** The Planning and Zoning Commission shall consist of seven (7) members with one (1) member representing each political ward appointed by the Board of Aldermen. Each member of the Commission shall be a qualified elector of the City at the time of appointment and during incumbency. To be appointed to the Planning and Zoning Commission, a person shall be a resident of the City and reside in the ward they represent. Appointments to all vacancies occurring during a term shall be for the balance of that term.

**2.1.2.2 Appointment.** The members of the Planning and Zoning Commission shall be appointed by a simple majority of the Board of Aldermen. ~~All seven (7) members of the Board shall be appointed to represent their respective political wards within the City. One (1) member shall be appointed from each political ward.~~

**2.1.2.3 Terms of office.** The members of the Planning and Zoning Commission shall be appointed for a term of six (6) years, with re-appointment possible after a period of two (2) years absence. Members appointed to fill a vacated unexpired term shall be eligible to be re-appointed for one (1) full term without an absence.

**2.1.2.4 Removal of members.** The Mayor and Board of Aldermen, by a two-thirds absolute majority vote, shall have the authority to remove any member of the Planning and Zoning Commission whenever, in the opinion of the Board of Aldermen, the best interest of the City shall be served thereby. Any member of the Commission who is absent from four (4) of the regular meetings of the Commission in any fiscal year (October 1 through September 30) for any reason other than illness, shall automatically vacate his or her seat on the Commission. Additionally, any member of the Commission who moves away from the ward that he or she was appointed to represent, automatically vacates their seat and membership on the Commission.

**2.1.2.5 Vacancies and compensation.** Vacancies occurring in the membership of the Planning and Zoning Commission shall be filled as soon as possible. The City shall publish at least one (1) notice in a newspaper in its jurisdiction to solicit responses from citizens who are professionals who are interested in serving on the Commission. The City may contact known professionals and interested laypersons and invite submission of their qualifications in written resume form. The City shall establish a date for receipt that is a minimum of a two (2) week or fourteen (14) calendar day period for the receipt of applications and nominations, with said date for receipt included in the advertisement and authorization by the Mayor and Board of Aldermen. If applications or nominations are not received during the specified two (2) week period, then the position will remain open until filled. Respondents shall submit, in written resume form, information concerning their demonstrated interest, competence, knowledge, or expertise. Such information should include, but is not limited to, educational and professional background, membership in professional organizations, subscriptions to relevant professional publications, volunteer work, attendance at workshops and seminars, and other relevant experience. The members of the Commission shall serve without compensation.

**2.1.2.6 Officers.** In July of odd numbered years, members of the Planning and Zoning Commission shall meet in a regular session and organize by electing from their members a Chairman and a Vice-Chairman. The Chairman and Vice-Chairman shall be chosen by a simple majority of the Commission. The Chairman and Vice-Chairman shall be voting members of the Commission. All officers shall serve two (2)-year terms. If neither the Chairman nor the Vice-chairman is present, the City Planner shall act as Procedural Chair to initiate the meeting. Upon a motion from a present member, the remaining members shall select an Acting Chairman from the members in attendance at such meeting. The Commission shall have the authority to elect other officers or to organize in any other manner deemed necessary and appropriate to fulfill its duties.

**2.1.2.7 Rules and procedures**

- a. The Planning and Zoning Commission shall adopt a set of rules to expedite business at its meetings and shall establish a set of procedures for handling planning and zoning matters. The rules and procedures established may be

amended from time to time. An absolute majority vote of the Commission shall be required for the approval of any amendment to the established rules and procedures. All rules and procedures shall be in compliance with the requirements of MCA 1972, title 17, chapter 1, as amended.

- b. The Planning Department shall keep minutes and records of all meetings and proceedings, including voting records, attendance, resolutions, findings, determinations, and decisions. All such material shall be a matter of public record.

#### **2.1.2.8 Powers and duties**

The Planning and Zoning Commission shall have the following powers and duties:

- a. To prepare and propose a master plan of physical development for the City or part thereof.
- b. To prepare and present a proposed Unified Zoning and Development Code and Zoning Map and to hear requests for zoning changes, conditional uses, preliminary plat, final plat, non-dimensional variances, and use exceptions.
- c. To prepare and propose regulations governing the subdivision of land and the items required for review of a developer's proposed subdivision.
- d. Such other powers and authority as may be conferred by statute or are implied to fulfill the duties of the Commission.

**2.1.2.9 Advisory capacity.** The powers and duties of the Commission are generally of an advisory nature and the Commission shall not have any powers or duties which conflict with or supersede the powers and duties of the Mayor and Board of Aldermen.

**2.1.2.10 Interdepartmental cooperation.** All officers and department heads of the City shall cooperate with the Planning and Zoning Commission and render all reasonable assistance. The City Planner shall attend all meetings of the Commission for the purpose of advising and assisting the Commission. The City Attorney shall attend all meetings to provide legal counsel to the Commission.

**2.1.2.11 Regular meetings and quorum.** The Planning and Zoning Commission shall hold one (1) regular meeting the second (2<sup>nd</sup>) Tuesday of each month and shall hold other meetings as deemed necessary and appropriate. A Special Call meeting can be initiated by the Mayor, Board of Aldermen, or Chairman of the Planning and Zoning Commission with a minimum of a three (3) hour notice. All meetings shall be open to the public. A simple majority of the members of the Commission shall constitute a quorum for the transaction of business. However, no action shall be taken which is binding upon the Commission unless concurred by not less than an absolute majority of all members comprising the Commission.

### **2.1.3 Board of Adjustments and Appeals**

**2.1.3.1 Composition, qualifications, and membership.** The Board of Adjustments and Appeals shall consist of seven (7) members with one (1) member representing each political ward appointed by the Board of Aldermen. Each member of the

Board shall be a qualified elector of the City at the time of appointment and during incumbency. To be appointed to the Board of Adjustments and Appeals, a person shall be a resident of the City and reside in the ward they represent. Appointments to all vacancies occurring during a term shall be for the balance of that term.

**2.1.3.2 Appointments.** The members of the Board of Adjustments and Appeals shall be appointed by a simple majority vote of the Board of Aldermen. ~~All seven (7) members of the Board shall be appointed to represent their respective political wards within the City. One (1) member shall be appointed from each political ward.~~

**2.1.3.3 Terms of office.** The members of the Board of Adjustments and Appeals shall be appointed for a term of four (4) years with a maximum of two (2) consecutive terms with re-appointment possible after a period of two (2) years absence. Members appointed to fill a vacated unexpired term shall be eligible to be re-appointed for one (1) full term without an absence.

**2.1.3.4 Removal of members.** The Mayor and Board of Aldermen, by a two-thirds absolute majority vote, shall have the authority to remove any member of the Board of Adjustments and Appeals whenever, in the opinion of the Board of Aldermen, the best interest of the City shall be served thereby. Any member of the Board who is absent from four (4) of the regular meetings of the Board in any fiscal year (October 1 through September 30) for any reason other than illness, shall automatically vacate his or her seat on the Board. Additionally, any member of the Board who moves away from the ward that he or she was appointed to represent, automatically vacates this seat and membership on the Board.

**2.1.3.5 Vacancies and compensation.** Vacancies occurring in the membership of the Board of Adjustments and Appeals shall be filled as soon as possible. The City shall publish at least one (1) notice in a newspaper in its jurisdiction to solicit responses from citizens who are professionals who are interested in serving on the Board. The City may contact known professionals and interested laypersons and invite submission of their qualifications in written resume form. The City shall establish a date for receipt that is a minimum of a two (2) week or fourteen (14) calendar day period for the receipt of applications and nominations, with said date for receipt included in the advertisement and authorization by the Mayor and Board of Aldermen. If applications or nominations are not received during the specified two (2) week period, then the position will remain open until filled. Respondents shall submit, in written resume form, information concerning their demonstrated interest, competence, knowledge, or expertise. Such information should include, but is not limited to, educational and professional background, membership in professional organizations, subscriptions to relevant professional publications, volunteer work, attendance at workshops and seminars, and other relevant experience. The members of the Board shall serve without compensation.

**2.1.3.6 Officers.** In July of odd numbered years, members of the Board of Adjustments and Appeals shall meet in regular session and organize by electing from their members a Chairman and a Vice-Chairman. The Chairman and Vice-Chairman

shall be chosen by a simple majority of the Board. The Chairman and Vice-Chairman shall be voting members of the Board. All officers shall serve two (2)-year terms. If neither the Chairman nor the Vice-chairman is present, the City Planner shall act as Procedural Chair to initiate the meeting. Upon a motion from a present member, the remaining members shall select an Acting Chairman from the members in attendance at such meeting. The Board shall have the authority to elect other officers or to organize in any manner that it deems necessary and appropriate to fulfill its duties.

#### **2.1.3.7 Rules and procedures**

- a.* The Board of Adjustments and Appeals shall adopt rules to expedite business at its meetings and shall establish a set of procedures for handling appeal and adjustment matters. The rules and procedures may be amended from time to time. An absolute majority vote of the Board shall be required for the approval of any amendment to the established rules and procedures. All rules and procedures shall be in compliance with MCA 1972, §§ 17-1-1—17-1-39, as amended.
- b.* The Planning Department shall keep minutes and records of all meetings and proceedings, including voting records, attendance, resolutions, findings, determinations, and decisions. All such material shall be a matter of public record.

#### **2.1.3.8 Powers and duties**

The Board of Adjustments and Appeals shall have the following powers and duties:

- a.* To hear all requests for adjustments and variances allowed by the Unified Zoning and Development Code and/or the Code's Subdivision Regulations.
- b.* To recommend to the Planning and Zoning Commission or Board of Alderman that adjustments be made to the Unified Development Code.
- c.* To hear appeals on administrative interpretations of all Codes, Zoning Regulations, and Subdivision Regulations.
- d.* To hear appeals and to pass judgment on administrative interpretations on all matters pertaining to the adopted Codes of the City.
- e.* To hear all requests for variance from stormwater related matters.

**2.1.3.9 Advisory capacity.** The powers and duties of the Board are of an advisory nature and the Board shall not have any powers or duties which conflict with or supersede the powers and duties of the Mayor and Board of Aldermen.

**2.1.3.10 Interdepartmental cooperation.** All officers and department heads of the City shall cooperate with the Board of Adjustments and Appeals and render all reasonable assistance. The City Planner shall attend all meetings of the Board for the purpose of advising and assisting the Board of Adjustments and Appeals. The City Attorney shall attend meetings as needed to provide legal counsel to the Board.

**2.1.3.11 Regular meetings and quorum.** The Board of Adjustments and Appeals shall hold one (1) regular meeting the fourth (4th) Wednesday of each month and

shall hold other meetings as deemed necessary and appropriate. A Special Call meeting can be initiated by the Mayor, Board of Aldermen, or Chairman of the Board of Adjustment and Appeals with a minimum of a three (3) hour notice. A simple majority of the members of the Board shall constitute a quorum for the transaction of business. However, no action shall be taken which is binding upon the Board unless concurred on by not less than an absolute majority of all members comprising the Board.

#### **2.1.4 Historic Preservation Commission**

By virtue of MCA 1972, §§ 39-13-5, 39-15-7, and 39-13-9 as amended, the City is authorized to establish a Historic Preservation Commission to preserve, promote, and develop the City's historical resources and to advise the City on the designation of historic districts, landmarks, and landmark sites, and perform such other functions as may be provided by law.

##### **2.1.4.1 Statement of purpose and intent**

- a. The City hereby recognizes that the City of Starkville is known for unique qualities that have proven increasingly attractive to residents, business interests, and tourists. As a matter of public policy, the City aims to preserve, enhance, and perpetuate those aspects of the City having historical, cultural, architectural, and archaeological merit. Such historic activities will promote and protect the health, safety, prosperity, education, and general welfare of the people living in, and visiting the City of Starkville.
- b. More specifically, the City's Historic Preservation Code provisions and the establishment of the Commission are designed to achieve the following goals:
  - i. Protect, enhance, and perpetuate historic resources that represent distinctive and significant elements of the City's historical, cultural, social, economic, political, archaeological, and architectural identity.
  - ii. Insure the harmonious, orderly, and efficient growth and development of the City.
  - iii. Strengthen civic pride and cultural stability through neighborhood conservation.
  - iv. Stabilize the economy of the City through the continued use, preservation, and revitalization of its historic resources.
  - v. Protect and enhance the City's attractions to tourists and visitors, and the support and stimulus to business and industry thereby provided.
  - vi. Promote the use of historic resources for the education, pleasure, and welfare of the people of the City of Starkville.
  - vii. Provide a review process for the preservation and appropriate development of the City's historic resources.

##### **2.1.4.2 Composition**

- a. The Historic Preservation Commission shall consist of seven (7) members appointed by the Board of Aldermen. Each member shall be a qualified elector of the City at the time of appointment and during incumbency. To be

appointed to the Commission, a person shall be a resident of the City of Starkville.

- b. All Commission members shall have a demonstrated knowledge of, or interest, competence, or expertise in historic preservation. To the extent available in the community, the City shall appoint professional members from the historic preservation discipline and related disciplines, such as architecture, landscape architecture, urban design, construction, urban planning, history, architectural history, cultural geography, archeology, anthropology, law, real estate, and related fields.

**2.1.4.3 Appointments.** The members of the Historic Preservation Commission shall be appointed by a simple majority vote of the Board of Alderman. ~~All seven (7) members of the Board must be residents of the City of Starkville.~~

**2.1.4.4 Terms of office.** All appointments shall be for a period of three (3) years. All members are eligible for re-appointment.

**2.1.4.5 Removal of members.** The Mayor and Board of Aldermen, by a two-thirds absolute majority vote, shall have the authority to remove any member of the Historic Preservation Commission whenever, in the opinion of the Board of Aldermen, the best interest of the City shall be served thereby. Any member of the Commission who is absent from any four (4) of the regular meetings of the Commission in any fiscal year (October 1 through September 30) for any reason other than illness, shall automatically vacate his/her seat on the Commission. Additionally, any member of the Commission who moves outside of the city limits, automatically vacates this seat and membership on the Commission.

**2.1.4.6 Disqualification of members by conflict of interest**

- a. Because the City may possess few residents with experience in the fields of historic preservation, architecture, landscape architecture, urban design, construction, urban planning, history, architectural history, cultural geography, archeology, anthropology, law, real estate and related fields, and to not impair such residents from practicing their trade for hire, members of the Commission are allowed to contract their services to an applicant for a Certificate of Appropriateness. When doing so, they must expressly disqualify themselves from the Commission during all discussions for that application. In such cases, the City shall, upon the request of the Chairman of the Commission or the Vice-Chairman in his/her stead, appoint a substitute member who is qualified in the same field as the disqualified member, and who will serve for that particular case only. If no qualified resident of the City is able to substitute for the disqualified member, the City may appoint, in this case only, a qualified substitute who is a resident of Mississippi, but not a resident of the City of Starkville, who shall act in an ex-officio capacity.
- b. If any member of the Commission must be disqualified due to a conflict of interest on a regular and continuing basis, the Chairman or the Vice-Chairman, in his/her stead, shall encourage the member to resign their Commission seat. If the conflict remains ongoing and the subject of the conflict is unable to perform the tasks to which he/she was appointed, they will upon the fourth (4th) instance in any one (1) calendar year automatically

be removed from the position and such vacancy will be brought to the attention of the Mayor and Board of Aldermen for action in advertising for interest in such position. The replacement of such a member shall be guided by this article and by the current policies of the Board of Aldermen in their appointment process.

- c. Likewise, any member of the Commission who has an interest in the property in question or in property within three hundred (300) feet of such a property, or who is employed with a firm that has been hired to aid the applicant in any matter whatsoever, or who has any proprietary, tenancy, or personal interest in a matter to be considered by the Commission, shall be disqualified from participating in the consideration of any request for a Certificate of Appropriateness involving such a property. In such cases, a qualified substitute shall be appointed as provided above.

#### **2.1.4.7 Vacancies and compensation**

- a. Vacancies occurring in the membership of the Historic Preservation Commission shall be filled as soon as possible. The City shall publish at least one (1) notice in a newspaper in its jurisdiction to solicit responses from citizens who are professionals in the field of historic preservation and related fields, and who are interested in serving on the Commission. The City may contact known professionals and interested laypersons and invite submission of their qualifications in written resume form.
- b. The City shall establish a date for receipt that is a minimum of a two (2) week or fourteen (14) calendar day period for the receipt of applications and nominations, with said date for receipt included in the advertisement and authorization by the Mayor and Board of Aldermen. If applications or nominations are not received during the specified two (2) week period, then the position will remain open until filled. Respondents shall submit, in written resume form, information concerning their demonstrated interest, competence, knowledge, or expertise. Such information should include but is not limited to: educational and professional background, membership in historic preservation organizations, subscriptions to relevant professional publications, volunteer work, attendance at workshops and seminars, and other relevant experience. The members of the Board shall serve without compensation.
- c. When the City has collected adequate information concerning the potential appointees to the Commission, it shall decide, with the assistance of the State Historic Preservation Office (Mississippi Department of Archives and History), if desired, which candidates are qualified for appointment to the Commission. The appointments shall be made by the Mayor and Board of Aldermen at a regular, recess, or special call Board meeting as determined by the Mayor and Board of Aldermen.

- 2.1.4.8 Officers.** The Commission shall biennially elect from its membership a Chairman and Vice-Chairman. The Chairman and Vice-Chairman shall be voting members of the Board. All officers shall serve two (2)-year terms. A recording Secretary shall be appointed from City staff. If neither the Chairman nor the Vice-Chairman attends a particular meeting, the City Planner shall act

as procedural Chair to initiate the meeting. Upon a motion from a present member, the remaining members shall select an Acting Chairman from the members in attendance at such meeting.

#### **2.1.4.9 Rules and procedures**

- a.* The Commission shall adopt a set of rules to expedite business at its meetings and shall establish a set of procedures for handling planning and zoning matters. The rules and procedures established may be amended from time to time. An absolute majority vote of the Commission shall be required for the approval of any amendment to the established rules and procedures. All rules and procedures shall be in compliance with the requirements of MCA 1972, title 17, chapter 1, as amended.
- b.* The Commission shall develop design review guidelines for determining appropriateness as generally set forth in this article. Such criteria shall insofar as possible be consistent with local, state, and federal guidelines and regulations; including, but not limited to: building safety and fire codes and the Secretary of the Interior's Standards for Rehabilitation.
- c.* The Planning Department shall keep minutes and records of all meetings and proceedings, including voting records, attendance, resolutions, findings, determinations, and decisions. All such material shall be a matter of public record.

**2.1.4.10 Powers and duties.** To preserve, promote, and develop the distinctive appearance of the historic resources of Starkville, MS and to accomplish the purposes set forth in MCA 1972, § 39-13-5 as amended, the Historic Preservation Commission shall have the following powers:

- a.* The Commission shall develop Design Review Guidelines for determining the appropriateness of applications for Certificates of Appropriateness as generally set forth in this Code. Such criteria shall, insofar as possible, be consistent with local, state, and federal guidelines and regulations, including, but not limited to, building safety and fire codes and the Secretary of the Interior's Standards for Rehabilitation.
- b.* The Commission shall conduct, or cause to be conducted, a continuing study and survey of historic resources within the City of Starkville.
- c.* With the concurrence of the Mayor and Board of Aldermen, the Commission shall hold public hearings and recommend to the City the adoption of ordinances designating historic districts, landmarks, and landmark sites. All properties presently listed in the National Register of Historic Places and located within the City of Starkville, whether publicly or privately owned, will be considered for designation as landmarks, landmarks sites, and historic preservation districts, whichever category is appropriate, with appropriate public notice, hearings, and recommendations.
- d.* The Commission may recommend that the City recognize sub-districts within any historic district, so that the Commission may adopt specific guidelines for the regulation of properties within such a sub-district.

- e. The Commission shall review applications proposing construction, alteration, demolition, or relocation of any historic resource as defined above. A COA shall not be required for work deemed by the Commission to be ordinary maintenance or repair of any historic resource.
- f. The Commission shall recommend that the Mayor and Board of Aldermen grant or deny Certificates of Appropriateness (within the rules and regulations of the City zoning and building codes, and within the guidelines established by the Commission), and may recommend granting Certificates of Appropriateness contingent upon the acceptance by the applicant of specified conditions.
- g. The Commission shall not consider interior arrangements of buildings and structures except that it shall advise the Mississippi Department of Archives and History on questions relating to the interiors of publicly-owned historic resources.
- h. The Commission, subject to the requirements and approval of the Mayor and Board of Aldermen, is authorized to apply for, receive, and spend funds from private and public sources, in addition to appropriations made by the City for the purpose of carrying out the provisions of this article.
- i. The Commission is authorized to request City staff, or contract with technical experts or other persons as may be required for the performance of its duties and to obtain the equipment, supplies, and other materials necessary, for its effective operation with the approval of the Mayor and Board of Aldermen.
- j. The Commission is authorized, solely in the performance of its official duties and only at reasonable times, to enter upon private land for the examination or survey thereof. No member, employee, or agent of the Commission shall enter upon any private land or any private dwelling or structure without the consent of the owner of record or occupant thereof. Application for a Certificate of Appropriateness by property owners or **authorized applicant** shall serve as authorization for right of entry. ~~Notarized authorization shall be required of property owners who do not reside or conduct business at the property of interest.~~
- k. The City Planner shall be responsible for signing of the building department's "Building Permit Routing Form" for the issuance of a Building Permit for all applicable structures.
- l. Paint color changes shall not be within the jurisdiction of the Commission.

**2.1.4.11 Advisory capacity.** The powers and duties of the Commission are of an advisory nature and the Commission shall not have any powers or duties which conflict with or supersede the powers and duties of the Mayor and Board of Aldermen.

**2.1.4.12 Interdepartmental cooperation.** All officers and department heads of the City shall cooperate with the Historic Preservation Commission and render all reasonable assistance. The City Planner shall attend all meetings of the Commission for the purpose of advising and assisting the Commission. The City Attorney shall attend meetings as needed to provide legal counsel to the Commission.

**2.1.4.13 Regular meetings and quorum.** The Commission shall establish its own regular meeting time. However, a regular meeting shall be scheduled monthly unless no applications are brought before the Commission. A regular monthly meeting may be cancelled by the Chairman. The Commission must conduct a regular meeting at least once every three (3) months. ~~The Chairman or any two (2) members may call a special meeting to consider an urgent matter~~ A Special Call meeting can be initiated by the Mayor, Board of Aldermen, or Chairman of the Historic Preservation Commission with a minimum of a three (3) hour notice. A simple majority of the members of the Commission shall constitute a quorum for the transaction of business.

**2.1.4.14 Appropriations and title to property acquired**

- a. Appropriations. The City is authorized to make appropriations to the Commission necessary for the expenses of the operation of the Commission and may make additional amounts available as necessary for the acquisition, restoration, preservation, operation, and management of historic properties.
- b. Title to Property Acquired. All property acquired by funds appropriated by the City shall be acquired in the name of the City unless otherwise provided by the City. So long as owned by the City, properties may be maintained by or under the supervision and control of the City. However, all property acquired by the Commission from funds other than those appropriated by the City may be acquired and held in the name of the Commission, the City, or both.

**2.1.4.15 Nonrestrictive clause**

- a. Regulation and Acquisition of Property. Nothing in this article shall be construed to prevent the regulation or acquisition of property, improved or unimproved, by the State of Mississippi or any of its political subdivisions, agencies, or instrumentalities or by the United States of America or any of its political subdivisions, agencies, or instrumentalities.
- b. Mississippi State Antiquities Law. The City of Starkville hereby acknowledges that the Mississippi State Antiquities Law (MCA 1972 § 39-7-1 et. seq. as amended in 1983) provides for the sensitive treatment of publicly-owned property, improved or unimproved, shown to possess certain architectural, historical, or archaeological significance, which are designed by the Board of Trustees of the Mississippi Department of Archives and History as Mississippi Landmarks. Whenever the City proposes to rehabilitate, alter, or enlarge a Mississippi Landmark, or proposes similar actions which would affect a Mississippi Landmark, the City shall submit its plans to the Mississippi Department of Archives and History for review and compliance.
- c. Likewise, all Codes and parts of Codes in conflict with the Mississippi Antiquities Act (MCA 1972 § 39-7-1 et. seq., as amended in 1983) are hereby repealed.

**2.1.5 Development Review Committee**

**2.1.5.1 Composition**

The Development Review Committee shall be composed of representatives

from City departments for reviewing land development proposals. The Committee shall be comprised of the following and/or their designated personnel:

- a. Planning Department
- b. Engineering Department
- c. Fire Department
- d. Police Chief
- e. Sanitation Department
- f. Utility Department- Water and Sewer
- g. Utility Department- Electrical
- h. Building Department

**2.1.5.2 Officers and procedures.** The Chairperson of the Development Review Committee shall be the City Planner. Meetings of the Committee shall be held once a week as determined by the Committee.

**2.1.5.3 Powers and duties.** The Development Review Committee shall have the power to approve site plan applications for developments, redevelopments, and infrastructure plans that do not vary from regulations and requirements found in the Unified Zoning and Development Codes. The Committee shall review and provide comments for applications for conditional uses, variances, subdivision plats, right-of-way vacations, planned unit developments, and other land development applications prior to meeting with the Planning and Zoning Commission and/or Board of Adjustment and Appeals. The Committee shall also review any unique applications at the request of a Department Head. An approved site plan is required prior to the issuance of any building permits. Once a representative from each City department has signed the site plan with or without conditions of approval, it shall be considered approved. The powers and duties of the Committee shall include other responsibilities and authority as specifically set forth in this article. All appeals of the decision of the Development Review Committee shall be done in accordance with section 2.2.4.5.

**2.1.5.4 General considerations by the committee**

The Development Review Committee has the authority to consider the following:

- a. Whether an application and/or a plan is consistent with applicable goals, objectives, policies, standards, and proposals in the City's Comprehensive Plan.
- b. Whether all public facilities and services necessary to serve the proposed use shall be available concurrent with the actual impact of the use and/or development in question.
- c. Whether the proposed development satisfies the development review criteria and other applicable requirements of the City's land development regulations.

## **2.1.6 Architecture Review Committee**

- 2.1.6.1 Composition.** The Architecture Review Committee shall be composed of two (2) representatives from Community Development with one representative being the City Planner and a minimum of one (1) and maximum of three (3) independent consultants for reviewing building design proposals. **The City Planer shall act as the Chairman for the committee.**
- 2.1.6.2 Appointment.** The independent consultants shall be appointed by the Board of Aldermen. To be appointed, a person shall be a licensed professional in the field of architecture or urban design.
- 2.1.6.3 Terms of office.** The independent consultants shall be appointed for a term of two (2) years. Re-appointment is at the sole discretion of the Board of Aldermen.
- 2.1.6.4 Removal of independent consultant.** The Mayor and Board of Aldermen shall have the authority to terminate the service agreement with any independent consultant.
- 2.1.6.5 Vacancies and compensation.** Vacancies for the position of independent consultant shall be filled as soon as possible. The City shall publish at least one (1) notice in a newspaper in its jurisdiction to solicit responses from professionals in the field of architecture or urban design who are interested in serving as the Independent Consultant. The City may contact known professionals and invite submission of their qualifications in written resume form. The City shall establish a date for receipt that is a minimum of a two (2) week or fourteen (14) calendar day period for the receipt of applications and nominations, with said date for receipt included in the advertisement and authorization by the Mayor and Board of Aldermen. If applications or nominations are not received during the specified two (2) week period, then the position will remain open until filled. Respondents shall submit, in written resume form, information concerning their demonstrated interest, competence, knowledge, or expertise. Such information should include educational background, professional background, and other relevant experience. The independent consultant shall serve at a compensation rate established by the Board of Aldermen.
- 2.1.6.6 Officers and procedures.** The Chairman of the Architecture Review Committee shall be the City Planner. Meetings of the Committee shall be held on an as needed basis as determined by the City Planner.
- 2.1.6.7 Powers and duties.** The Architecture Review Committee shall have the power to approve building design proposals as a part of the building permitting process. The Committee shall also review any unique applications at the request of a Department Head. An approved building design proposal is required prior to the issuance of any building permits for commercial, mixed use, and multifamily of three (3) or more dwelling units. Once each member of the Committee has signed the building design proposal with or without conditions of approval, it shall be considered approved. The powers and duties of the Committee shall include other responsibilities and authority as specifically set forth in this article. All appeals of the decision of the Architecture

Review Committee shall be done in accordance with section 2.2.5.5.

#### **2.1.6.8 General considerations by the committee**

The intention of the Mayor and Board of Aldermen is that no proposed structure or alteration shall be deemed to be in violation of this ordinance based upon personal preference, taste, choice, or architectural design of any person or persons involved in the administration and enforcement of this ordinance. Therefore, the Architecture Review Committee, and the Board of Aldermen upon appeal, shall use the following standards and criteria while evaluating a building design proposal:

- a. Whether or not the proposed architectural design is suitable for a good collegiate community in terms of external architectural features, general design and arrangement, texture, color, line, mass, dimension, material, and lighting.
- b. Whether or not the proposed structure, building, or improvement is compatible with existing well-designed structures acceptable to the Architecture Review Committee in the vicinity and in the City as a whole.
- c. Whether or not and to what extent, the proposed structure, building or improvement would promote the general welfare and protect the public health, safety, and morals by tending to maintain or augment the City's tax base as a whole, generating business activity, maintaining and creating employment opportunity, preserving historical sites and structures, and making the City a more attractive and desirable place in which to live.
- d. Whether or not the proposed free-standing buildings use the same or architecturally harmonious materials, color, texture, and treatment for all exterior walls: and in the case of a partially free-standing building, whether or not the same or architecturally harmonious materials, color, texture, and treatment are used on all portions of all exterior walls.
- e. Whether or not the combination of architectural elements proposed for a structure, building, or improvement, in terms of design, line, mass, dimension, color, material, texture, lighting, and roof line and height conform to accepted architectural principles for permanent buildings as contrasted with engineering standards designed to satisfy safety requirements only; and exhibit external characteristics of demonstrated architecture and aesthetic durability.
- f. Whether or not in terms of design, material, texture, color, lighting, dimension, line, mass or roof line, and height, the proposed structure, building, or improvement is designed to serve primarily as an advertisement or commercial display, exhibits exterior aesthetic acceptability, would be plainly offensive to human sensibilities, or would otherwise constitute a reasonable foreseeable detriment to the community.

#### **2.1.6.9 Disqualification of members by conflict of interest**

- a. Because the City may possess few residents with experience in the fields of architecture and urban design, and to not impair such residents from practicing their trade for hire, the independent consultants are allowed to

contract their services to an applicant. When doing so, they must expressly disqualify themselves from the Committee during all discussions for that application. ~~In such cases If no other Board approved consultant is available, the City shall, upon the request of the Chairperson of the Committee in his/her stead, the Chairmen of the Committee shall~~ appoint a substitute member who is currently serving as the chairman or vice-chairman of the Historic Preservation Commission at no compensation.

- b. If the independent consultant must be disqualified due to a conflict of interest on a regular and continuing basis, the Chairperson in his/her stead, shall encourage the member to resign their Committee seat. If the conflict remains ongoing and the subject of the conflict is unable to perform the tasks to which he/she was appointed, they will upon the fourth (4th) instance in a fiscal year (October 1 through September 30) automatically be removed from the position and such vacancy will be brought to the attention of the Mayor and Board of Aldermen for action in advertising for interest in such position. The replacement of such a member shall be guided by this article.
- c. Likewise, any member of the Committee who has a financial interest in the property in question or in property within three hundred (300) feet of such a property, or who is employed with a firm that has been hired to aid the applicant in any matter whatsoever, or who has any proprietary, tenancy, or personal interest in a matter to be considered by the Committee, shall be disqualified from participating in the consideration of any request for an approved building design proposal involving such a property. In such cases, a qualified substitute shall be appointed as provided above.

## **2.1.7 Landscape Advisory Board**

**2.1.7.1 Composition, qualifications, and membership.** The Landscape Advisory Board shall consist of seven (7) members from any political ward appointed by the Board of Aldermen. Each member of the Board shall be a qualified elector of the City at the time of appointment and during incumbency. To be appointed to the Landscape Advisory Board, a person shall be a resident of the City. Preference to applicants for appointment shall be given to experts in the following fields: ISA Certified Arborist, GIS Specialist, Landscape Architect, Master Gardener, Mississippi Urban Forestry Council Representative, Plant Ecology Expert, Tree and Landscape Ordinance Specialist, Horticulture Expert, and Wildlife Ecology Expert. Appointments to all vacancies occurring during a term shall be for the balance of that term.

**2.1.7.2 Appointments.** The members of the Landscape Advisory Board shall be appointed by a simple majority vote of the Board of Aldermen.

**2.1.7.3 Terms of office.** The members of the Landscape Advisory Board shall be appointed for a four (4) year term with a maximum of two (2) consecutive terms with re-appointment possible after a period of two (2) years absence. Members appointed to fill a vacated unexpired term shall be eligible to be re-appointed for a one (1) full term without an absence.

**2.1.7.4 Removal of members.** The Mayor and Board of Aldermen, by a two-thirds absolute majority vote, shall have the authority to remove any member of the

Landscape Advisory Board whenever, in the opinion of the Board of Aldermen, the best interest of the City shall be served thereby. Any member of the Board who is absent from four (4) of the regular meetings of the Board in any fiscal year (October 1 through September 30) for any reason other than illness, shall automatically vacate his/her seat on the Board. Additionally, any member of the Board who moves outside the corporate boundary of the City of Starkville, automatically vacates their seat and membership on the Board.

**2.1.7.5 Vacancies and compensation.** Vacancies occurring in the membership of the Landscape Advisory Board shall be filled as soon as possible. The City shall publish at least one (1) notice in a newspaper in its jurisdiction to solicit responses from citizens who are professionals who are interested in serving on the Board. The City may contact known professionals and interested laypersons and invite submission of their qualifications in written resume form. The City shall establish a date for receipt that is a minimum of a two (2) week or fourteen (14) calendar day period for the receipt of applications and nominations, with said date for receipt included in the advertisement and authorization by the Mayor and Board of Aldermen. If applications or nominations are not received during the specified two (2) week period, then the position will remain open until filled. Respondents shall submit, in written resume form, information concerning their demonstrated interest, competence, knowledge, or expertise. Such information should include, but is not limited to, educational and professional background, membership in professional organizations, subscriptions to relevant professional publications, volunteer work, attendance at workshops and seminars, and other relevant experience. The members of the Board shall serve without compensation.

**2.1.7.6 Officers.** In July of odd numbered years, the members of the Landscape Advisory Board shall meet in regular session and organize by electing from their members a Chairman and a Vice-Chairman. The Chairman and Vice-Chairman shall be chosen by a simple majority of the Board. The Chairman and Vice-Chairman shall be voting members of the Board. All officers shall serve two (2)-year terms. If neither the Chairman or Vice-chairman is present, the City Planner shall act as Procedural Chair to initiate the meeting. Upon a motion from a present member, the remaining members shall select an Acting Chairman from the members in attendance at such meeting. The Board shall have the authority to elect other officers or to organize in any manner that it deems necessary and appropriate to fulfill its duties.

**2.1.7.7 Rules and procedures**

- a. The Landscape Advisory Board shall adopt rules to expedite business at its meeting and shall establish a set of procedures for handling ~~appeal and adjustment matters~~ landscape waivers. The rules and procedures may be amended from time to time. An absolute majority vote of the Board shall be required for the approval of any amendment to the established rules and procedures. ~~All rules and procedures shall be in compliance with MCA 1972, §17-1-1—17-1-39, as amended.~~
- b. The Planning Department shall keep minutes and records of all meetings and proceedings, including voting records, attendance, resolutions,

findings, determinations, and decisions. All such material shall be a matter of public record.

#### **2.1.7.8 Powers and duties**

The Landscape Advisory Board shall have the following powers and duties:

- a. To hear all requests for a landscape waiver from landscape requirements in the Unified Zoning and Development Code and/or the Code's Subdivision Regulations.
- b. To assist city employees on landscape and horticulture practices and developing recommended plant list.
- c. ~~Assist city employees on landscape and horticulture practices and developing recommended plant list.~~
- c. To coordinate with other Advisory Committees and Community Groups to facilitate City related tree and horticulture activities.
- d. To coordinate events and opportunities with the Mississippi Urban Forest Council.
- e. To recommend action that will promote the overall tree health and urban forestry for the City.
- f. To provide guidance as needed to City staff during the development and site plan review process for proposed projects within the City.

**2.1.7.9 Advisory capacity.** The powers and duties of the Board are of an advisory nature and the Board shall not have any powers or duties which conflict with or supersede the powers and duties of the Mayor and Board of Aldermen.

**2.1.7.10 Interdepartmental cooperation.** All officers and department heads of the City shall cooperate with the Landscape Advisory Board and render all reasonable assistance. The City Planner shall attend all meetings of the Board for the purpose of advising and assisting the Board.

**2.1.7.11 Regular meetings and quorum.** The Landscape Advisory Board shall hold one (1) regular meeting the first (1st) Wednesday of each month as needed and shall hold other meetings as deemed necessary and appropriate. A Special Call meeting can be initiated by the Mayor, Board of Aldermen, or Chairman of the Landscape Advisory Board with a minimum of a three (3) hour notice. A simple majority of the members of the Landscape Advisory Board shall constitute a quorum for the transaction of business. However, no action shall be taken which is binding upon the Landscape Advisory Board unless concurred on by not less than an absolute majority of all members comprising the Landscape Advisory Board.

## 2.2 Administrative Procedures

All development applications to the City shall demonstrate compliance with all applicable laws and ordinances. Where permits are required from governmental agencies other than the City, these permits shall be obtained as a condition of approval.

### 2.2.1 Rezoning (Zoning Map Amendment)

**2.2.1.1 Reason for amendment.** This Code, including the zoning map, is based on the Starkville Comprehensive Plan adopted in 2016 and is intended to carry out its objectives of sound, stable, and desirable development. This Code may be amended in accordance with Mississippi law only when one or more of the following conditions prevail:

- a. **Error.** There is a manifest error in the Code and a public need to correct the error.
- b. **Change in conditions.** Changed or changing conditions in an existing area, or in the planning area generally and public need for the proposed amendment.

**2.2.1.2 Burden of proof.** The burden of proof is on the applicant to demonstrate by objective, verifiable, and documented evidence that a requested amendment is justified.

**2.2.1.3 Amendment procedure.** Amendments to this zoning map may be initiated by the City of Starkville, by the Planning and Zoning Commission, or by any person, firm, or corporation.

- a. **Application.** All applications for a rezoning shall be in the form required and provided by the City Planner. Completed application packages are due by 5:00 p.m. on the deadline date as set forth by the approved Planning and Zoning Commission schedule. Such applications shall be submitted to the City Planner together with the fee established by resolution of the Mayor and Board of Aldermen. A “completed application” shall include the application form, the applicable fee ~~(as determined by resolution) to cover the cost of advertisements and mailings), and mailing of notices to adjacent property owners,~~ a legal description of the subject property, ~~letter of authorization if required~~ and all supplemental information necessary to render determinations related to the rezoning request including:
  - i. **Interest and ownership.** The applicant’s name, address, and interest in the application, the concurrence of the owner or owners of the entire land area, and structures to be included within the proposed district.
  - ii. **Plat.** ~~In the case of a map amendment, the~~ The plat of the land area which is proposed for amendment being affected, legal description of the

property, and the proposed zoning classification of the area.

- iii. **Applicant statement.** A statement explaining the reason for the proposed amendment based on either error or change in condition and public need that would be corrected by the proposed amendment.
- b. **Administrative examination.** Upon receipt of an application for a zoning amendment, the City Planner shall examine, or cause to be examined, the application and shall make such investigation into the proposed zoning amendment as is necessary. If the application is determined to be complete, the City Planner shall place the item on the agenda for the Commission. The date the item will be heard by the commission shall be determined by the Planning and Zoning Commission schedule.
- c. **Public hearing.** Upon receipt of a completed application for a rezoning by the City Planner, the Planning and Zoning Commission shall hold a public hearing in accordance with the procedures cited in this section. The Commission shall recommend approval with or without conditions or deny the request. If recommended for approval, the request will then be scheduled for a public hearing for the Mayor and Board of Aldermen.
- d. **Notice and public hearing procedure for a rezoning.** In considering and acting upon applications for a rezoning, the following procedures shall be observed:
  - i. **Mailing of notices.** The City Planner shall also mail notices at least fifteen (15) calendar days prior to the scheduled public hearing, setting forth the time, place and purpose of the public hearing to all owners of real property within a minimum of one hundred sixty (160) feet of the boundaries of the land upon which the rezoning is requested. For the purpose of notice requirements to nearby owners of real property, the names and addresses of the owners shall be deemed to be those on the current tax records of Oktibbeha County. The failure of any owner required by this section to be notified by mail sent to the address on the current tax records of Oktibbeha County shall not invalidate or otherwise have any effect on the recommendation or final decision of any application.
  - ii. **Legal ad.** A legal ad shall be placed in the newspaper of record for Starkville with the following information: governing body to hear the request, date of the request, time of the request, location of the public hearing, reason for the request, and legal description of the property.
  - iii. **Posting.** The City Planner shall place a sign on the subject property in a conspicuous location at least fifteen (15) calendar days prior to the public hearing, notifying the general public of the request.
- e. **Applicant to pay costs.** All costs of notification shall be paid by the

applicant. Costs which exceed that paid at time of application shall be billed and paid by the applicant prior to the public hearing by the Planning and Zoning Commission and/or Board of Aldermen.

- f.* **Appearance and presentation.** At any public hearing upon any matter subject to the provisions of this article, the applicant seeking the rezoning and any other party desiring to be heard upon the application may appear in person, by agent, or by attorney. The applicant shall be entitled to make a presentation and at the conclusion of presentations or statements by all other parties, shall be entitled to offer a statement in rebuttal if desired. The chairman of the Planning and Zoning Commission shall, at the commencement of the hearing upon each application or at any time during such hearing, require that parties desiring to make a presentation identify themselves and may specify the time to be allowed each such party within which to make such presentation.
- g.* **Action.** If approval is recommended by the Planning and Zoning Commission, that recommendation and any specific conditions for approval shall be forwarded to the Mayor and Board of Aldermen for their binding decision within sixty (60) days. A recommendation for denial shall only be forwarded to the Mayor and Board of Aldermen if an appeal of the decision of the Planning and Zoning Commission is made in accordance with section 2.2.1.3 (h).
- h.* **Appeal.** Any person aggrieved by a decision of the Planning and Zoning Commission in approving or denying an application for a rezoning may, within five (5) business days from the date of the public hearing with the Planning and Zoning Commission, file a written request to the City Planner appealing the decision and thereupon, the Mayor and Board of Aldermen shall proceed to review said decision. An appeal must be noticed fifteen (15) days prior to the public hearing by legal ad and mail in accordance with section 2.2.1.3 (f). At the public hearing, the decision of the Planning and Zoning Commission shall either be affirmed, modified, or reversed by the Board of Aldermen.
- i.* **Effect of protest by neighbors.** In case of a protest against such change signed by the owners of twenty percent (20%) or more, either of the area of the lots included in such proposed change, or of those within one hundred sixty (160) feet of the areas of the proposed change. The one hundred and sixty (160) feet extends to street frontage of lots opposite of the area of the proposed change. Any protested amendment shall not become effective except by the favorable vote of three-fifths (3/5) by the Board of Aldermen.
- j.* **Conditions of approval.** If an application to amend the zoning map contains representations that a specified area will be developed in accordance with a given plan and time schedule and is approved, the Mayor and Board of Aldermen may fix conditions, which may include a

performance bond payable to the City of Starkville to ensure performance in accordance with the approval. Such conditions, among other things, may provide that upon a failure to develop the area within a specified time and in accordance with approved conditions, no permit for the construction of any structures within the area shall be issued until the area shall be examined and zoned for its most appropriate use. Conditions fixed in amendments relating to rezoning shall run with the land and shall be binding upon applicants for said amendment, their heirs, successors, and assigns.

- k. **Reapplication.** Reapplication for the same piece of property requesting the same or similar type zoning cannot be made within one (1) year from the date the application was originally denied by the Planning and Zoning Commission and/or the Board of Aldermen.

## 2.2.2 Conditional Use

The purpose and intent of this article is to ensure that conditional uses shall only be permitted on sites where the proposed use may be adequately accommodated, without generating adverse impacts in the area of the use. ~~The procedures and criteria for considering conditional use requests are established as follows:~~ A conditional use shall be permitted only upon a finding by the Planning and Zoning Commission and the Board of Alderman in compliance with the procedures and criteria set forth below:

~~Approval criteria generally. A conditional use shall be permitted only upon a finding by the Planning and Zoning Commission and the Board of Alderman of compliance with the criteria set forth below:~~

### 2.2.2.5 Criteria for conditional use review and approval. Applications for a conditional use shall clearly demonstrate the following:

- a. **Land use compatibility.** The applicant shall demonstrate that the conditional use, including its proposed scale and intensity, traffic generating characteristics, and off-site impacts, are compatible and harmonious with adjacent land uses, and will not adversely impact land use activities in the immediate vicinity.
- b. **Sufficient site size and adequate site specifications to accommodate the proposed use.** The size and shape of the site, the proposed access and internal circulation, and the urban design enhancements must be adequate to accommodate the proposed scale and intensity of conditional use requested. The site shall be of sufficient size to accommodate urban design amenities such as screening, buffer yards, landscaping, open space, off-street parking, efficient internal traffic circulation, and similar site plan improvements needed to mitigate against potential adverse impacts of the proposed use.
- c. **Proper use of mitigative techniques.** The applicant shall demonstrate that the conditional use and site plan has been designed to incorporate mitigative techniques needed to prevent adverse impacts to adjacent land uses. In

addition, the design shall appropriately address offsite impacts to ensure that land use activities in the immediate vicinity, including community infrastructure, are not burdened with adverse impacts detrimental to the general public health, safety and welfare.

- d. Hazardous waste.** The proposed use shall not generate hazardous waste or require the use of hazardous materials in its operation without the use of city approved mitigative techniques designed to prevent any adverse impact to the public health, safety, and welfare. The plan shall provide for appropriate identification of hazardous waste and hazardous material, and regulate its use, storage, and transfer consistent with best management principles and practices. No use which generates hazardous waste or uses hazardous materials shall be located in the city unless the specific location is consistent with the comprehensive plan policies and land development regulations, and does not adversely impact well- fields, aquifer recharge areas, water bodies, or other natural resources.
- e. Compliance with applicable laws and ordinances.** A conditional use application shall demonstrate compliance with all applicable laws and ordinances. Where permits are required from governmental agencies other than the city, these permits shall be obtained as a condition of approval.

**2.2.2.6 Requirements for public and semi-public buildings and/or structures receiving a Conditional Use.**

- a.** The building and/or structure shall be required to meet the setback of the zone or district of the proposed location. These setbacks shall not apply to utility equipment such as power substations and pumping stations; these shall be reviewed on a case by case basis.
- b.** There is no maximum or minimum building area and the site must be able to accommodate adequate parking for the proposed use.
- c.** The maximum height of the building or structure shall be forty-five (45) feet except that the overall height of a place of worship and its spire shall not exceed the width of the widest right-of-way adjacent to the site.
- d.** Off-street parking requirements are the same as those required by this Code. Parking shall not occupy any setback area between the building or structure and the adjacent street or roadway.

**2.2.2.7 Other uses not specified.** Any proposed use not specifically addressed by this Code shall be reviewed as a conditional use application with the exception of Transect Districts (form based).

**2.2.2.8 Review procedures.**

- a. Content of application for conditional use.** In order to evaluate a conditional use request, the following information shall accompany a request for

conditional use:

i. **Scale and intensity of use as measured by the following:**

- (1) Square footage for each specific use.
- (2) Traffic generation.
- (3) Proposed number and type of service vehicles (both visiting and stored on the property).
- (4) Anticipated employment.
- (5) Off-street parking needs.

ii. **On or off-site improvement needs generated by the proposed use, including:**

- (1) Proposed accessory structures or facilities.
- (2) Other unique facilities/structures proposed as part of site improvements.
- (3) On-site amenities proposed to enhance the site and planned improvements. Amenities may include mitigative techniques such as open space, setbacks from adjacent properties, screening and buffer yards, and other acceptable techniques to mitigate against adverse impacts to adjacent site.

b. **Application.** All applications for a conditional use shall be in the form required and provided by the City Planner. Completed application packages are due by 5:00 p.m. on the deadline date as set forth by the approved Planning and Zoning Commission schedule. Such applications shall be submitted to the City Planner together with the fee established by resolution of the Mayor and Board of Aldermen. A “completed application” shall include the application form, the applicable fee ~~(as determined by resolution) to cover the cost of advertisements and mailings), and mailing of notices to adjacent property owners~~, a legal description of the subject property, ~~letter of authorization if required~~ and all required supplemental information necessary to render determinations related to the conditional use request including:

i. **Interest and ownership.** The applicant’s name, address, and interest in the application, and the concurrence of the owner or owners of the entire land area and structures to be included within the subject property.

ii. **Applicant statement.** A statement explaining the reason for the conditional use request.

c. **Review by the Development Review Committee.** The application shall be reviewed by the Development Review Committee before their public hearing date. Comments from this meeting, if not addressed prior to the hearing, shall be added to the staff report for the public hearing.

- d. **Administrative examination.** Upon receipt of an application for conditional use, the City Planner shall examine, or cause to be examined, the application and shall make such investigation into the proposed conditional use as is necessary. If the application is determined to be complete, the City Planner shall place the item on the agenda for the Commission. The date the item will be heard by the Commission shall be determined by the Planning and Zoning Commission schedule.
- e. **Public hearing.** Upon receipt of a completed application for a conditional use by the City Planner, the Planning and Zoning Commission shall hold a public hearing in accordance with the procedures cited in this section. The Commission shall recommend approval with or without conditions or deny the request. If recommended for approval, the request will then be scheduled for a public hearing for the Mayor and Board of Aldermen.
- f. **Notice and public hearing procedure for conditional uses.** In considering and acting upon applications for conditional uses, the following procedures shall be observed:
- i. **Mailing of notices.** The City Planner shall also mail notices at least fifteen (15) calendar days prior to the scheduled public hearing, setting forth the time, place and purpose of the public hearing to all owners of real property within a minimum of hundred sixty (160) feet of the boundaries of the land upon which the conditional use is requested. For the purpose of notice requirements to nearby owners of real property, the names and addresses of the owners shall be deemed to be those on the current tax records of Oktibbeha County. The failure of any owner required by this section to be notified by mail sent to the address on the current tax records of Oktibbeha County shall not invalidate or otherwise have any effect on the recommendation or final decision of any application.
  - ii. **Legal ad.** A legal ad shall be placed in the newspaper of record for Starkville with the following information: governing body to hear the request, date of the request, time of the request, location of the public hearing, reason for the request, and legal description of the property.
  - iii. **Posting.** The City Planner shall place a sign on the subject property in a conspicuous location at least fifteen (15) calendar days prior to the public hearing, notifying the general public of the request.
- g. **Applicant to pay costs.** All costs of notification shall be paid by the applicant together with the application fee established by resolution of the Mayor and Board of Aldermen. The application fee for a conditional use that did not receive approval prior to the commencement of construction and/or requires a modification of an approved site plan or building plan shall be charged an application fee three (3) times the established rate. Costs which exceed that paid at time of application shall be billed and paid by the applicant prior to the public hearing by the Planning and Zoning Commission and/or Board of

Aldermen.

- h.* **Appearance and presentation.** At any public hearing upon any matter subject to the provisions of this article, the applicant seeking the conditional use and any other party desiring to be heard upon the application may appear in person, by agent, or by attorney. The applicant shall be entitled to make a presentation and at the conclusion of presentations or statements by all other parties, shall be entitled to offer a statement in rebuttal if desired. The chairman of the Planning and Zoning Commission shall, at the commencement of the hearing upon each application or at any time during such hearing, require that parties desiring to make a presentation identify themselves and may specify the time to be allowed each such party within which to make such presentation.
- i.* **Action.** If approval is recommended by the Planning and Zoning Commission, that recommendation and any specific conditions for approval shall be forwarded to the Mayor and Board of Aldermen for their binding decision within sixty (60) days. A recommendation for denial shall only be forwarded to the Mayor and Board of Aldermen if an appeal of the decision of the Planning and Zoning Commission is made in accordance with section 2.2.2.8 (j) Appeal.
- j.* **Appeal.** Any person aggrieved by a decision of the Planning and Zoning Commission in approving or denying an application for a conditional use may, within five (5) business days from the date of the public hearing with the Planning and Zoning Commission, file a written request to the City Planner appealing the decision and thereupon, the Mayor and Board of Aldermen shall proceed to review said decision. An appeal must be noticed fifteen (15) days prior to the public hearing by legal ad and mail in accordance with section 2.2.2.8 (f). At the public hearing, the decision of the Planning and Zoning Commission shall either be affirmed, modified or reversed by the Board of Aldermen.
- k.* **Conditions of approval.** The Mayor and Board of Aldermen may fix conditions in accordance with the approval. Conditions fixed in the approval of a conditional use shall run with the land and shall be binding upon applicants, their heirs, successors, and assigns for the duration of the use.
- l.* **Abandonment or discontinuance.** If a conditional use is abandoned, discontinued, or ceases for a continuous period of more than six (6) months, the conditional use shall become null and void. If the conditional use is for a new development, the applicant shall have six (6) months to obtain an approved site plan. Once site plan approval has expired, the conditional use shall become null and void.
- m.* **Reapplication.** Reapplication for the same or similar piece of property requesting the same or similar conditional use cannot be made within one (1) year from the date the application was originally denied by the Planning and

Zoning Commission and/or the Board of Aldermen.

### 2.2.3 Variances

The purpose and intent of this article is to ensure that variances granted are not contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions of this Code would result in unnecessary hardship.

#### 2.2.3.1 Criteria for variance review and approval.

- a. That special conditions and circumstances exist which are peculiar to the land, structure, or building involved, and the same conditions are not applicable to other land, structures, and buildings in the same district.
- b. That the literal interpretation of the provisions of this Code would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this Code.
- c. That the special conditions and circumstances have not resulted from the actions of the applicant.
- d. That granting the variance requested will not confer on the applicant any special privilege that is denied by this Code to other lands, structures or buildings in the same district.

#### 2.2.3.2 Review procedures

- a. **Application.** All applications for a variance shall be in the form required and provided by the City Planner. Completed application packages are due by 5:00 p.m. on the deadline date as set forth by the approved Board of Adjustments and Appeals schedule. Such applications shall be submitted to the City Planner together with the fee established by resolution of the Mayor and Board of Aldermen. A “completed application” shall include the application form, the applicable fee ~~(as determined by resolution) to cover the cost of advertisements and mailings), and mailing of notices to adjacent property owners,~~ a legal description of the subject property, ~~letter of authorization if required~~ and all required supplemental information necessary to render determinations related to the variance request including:
  - i. **Interest and ownership.** The applicant’s name, address, and interest in the application, the concurrence of the owner or owners of the entire land area and structures to be included within the subject property.
  - ii. **Applicant statement.** A statement explaining the reason for the variance request.
- b. **Review by the development review committee.** The application shall be reviewed by the Development Review Committee before their public hearing date. Comments from this meeting, if not addressed prior to hearing, shall be

added to the staff report for the public hearing.

- c. **Administrative examination.** Upon receipt of an application for a variance, the City Planner shall examine, or cause to be examined, the application and shall make such investigation into the proposed variance as is necessary. If the application is determined to be complete, the City Planner shall place the item on the agenda for the Board of Adjustment and Appeals. The date the item will be heard by the Board shall be determined by the Board of Adjustment and Appeals schedule.
- d. **Public hearing.** Upon receipt of an application for a variance, the Board of Adjustments and Appeals shall hold a public hearing upon the application in accordance with the procedures cited in the following subsection, and recommend approval with or without conditions or deny the request. If recommended for approval, the request will then be scheduled to be heard by the Mayor and Board of Aldermen.
- e. **Notice and public hearing procedure for variances.** In considering and acting upon applications for variances, the following procedures shall be observed:
  - i. **Mailing of notices.** The City Planner shall also mail notices at least fifteen (15) calendar days prior to the scheduled public hearing, setting forth the time, place and purpose of the public hearing to all owners of real property within a minimum of one hundred sixty (160) feet of the boundaries of the land upon which the variance is requested. For the purpose of notice requirements to nearby owners of real property, the names and addresses of the owners shall be deemed to be those on the current tax records of Oktibbeha County. The failure of any owner required by this section to be notified by mail sent to the address on the current tax records of Oktibbeha County shall not invalidate or otherwise have any effect on the recommendation or final decision of any application.
  - ii. **Legal ad.** A legal ad shall be placed in the newspaper of record for Starkville with the following information: governing body to hear the request, date of the request, time of the request, location of the public hearing, reason for the request, and legal description of the property.
  - iii. **Posting.** The City Planner shall place a sign on the subject property in a conspicuous location at least fifteen (15) calendar days prior to the public hearing, notifying the general public of the request. The sign shall remain in place until either a denial by the Board of Adjustment and Appeals or the Board of Aldermen.
- f. **Applicant to pay costs.** All costs of notification shall be paid by the applicant together with the application fee established by resolution of the Mayor and Board of Aldermen. The application fee for a variance that did not receive approval prior to the commencement of construction and/or requires a

modification of an approved site plan or building plan shall be charged an application fee three (3) times the established rate. Costs which exceed that paid at time of application shall be billed and paid by the applicant prior to the Board of Adjustment and Appeal's public hearing.

- g. Appearance and presentation.** At any public hearing upon any matter subject to the provisions of this article, the applicant seeking the variance and any other party desiring to be heard upon the application may appear in person, by agent or by attorney. The applicant shall be entitled to make a presentation and at the conclusion of presentations or statements by all other parties, shall be entitled to offer a statement in rebuttal if desired. The chairman of the Board of Adjustment and Appeals shall, at the commencement of the hearing upon each application or at any time during such hearing, require that parties desiring to make a presentation identify themselves and may specify the time to be allowed each such party within which to make such presentation.
- h. Action.** If approval is recommended by the Board of Adjustments and Appeals, that recommendation and any specific conditions for approval shall be forwarded to the Mayor and Board of Aldermen for their binding decision. A recommendation for denial shall only be forwarded to the Mayor and Board of Aldermen if an appeal of the decision of the Board of Adjustment and Appeals is made in accordance with section 2.2.3.2 (i).
- i. Appeal.** Any person aggrieved by a decision of the Board of Adjustments and Appeals in approving or denying an application for a variance may, within five (5) business days from the date of the public hearing with the Board of Adjustments and Appeals, file a written request to the City Planner appealing the decision and thereupon, the Mayor and Board of Aldermen shall proceed to review said decision. An appeal must be noticed fifteen (15) days prior to the public hearing by legal ad and mail in accordance with section 2.2.3.2 (e). At the public hearing, the decision of the Board of Adjustment and Appeals shall either be affirmed, modified or reversed by the Board of Aldermen.

**2.2.3.3 Variance conditions.** In recommending any variance, the Board of Adjustments and Appeals shall have the authority to recommend appropriate conditions and safeguards in conformity with this Code. Violation of such conditions and safeguards, when made a part of the terms under which the variance is granted by the Mayor and Board of Aldermen, shall be deemed a violation of this Code. Under no circumstances shall the Board of Adjustments and Appeals recommend, and the Mayor and Board of Aldermen grant, a variance to permit a use other than a use permitted generally in the district involved, nor shall a variance be granted to any use expressly or by implication prohibited by the terms of this Code.

**2.2.3.4 Variance requests related to sidewalk installation**

- a.** The sole criteria to be evaluated in granting a variance shall be that the cost

of constructing the sidewalk constitutes an undue hardship.

- b. The determination of whether undue hardship exists in relation to sidewalk construction shall be based solely on the cost per linear foot to install sidewalks. The sidewalk construction cost estimate used to claim undue hardship should include only items that are related to the sidewalk installation. It shall not include any items that would be required as part of the project in the absence of the requirement to include sidewalks imposed by this article.
- c. The applicant shall submit an itemized cost estimate for sidewalk installation with line item quantities, unit price, and extended price for each type of work required to complete the sidewalk (earthwork, concrete sidewalk, retaining wall, etc.) for the proposed site. For sidewalk construction requiring large earthwork volumes (greater than three hundred (300) cubic yards), a volume calculation shall be submitted with the cost estimate along with supporting documentation to justify the calculation. If alternate sidewalk routes are possible that meet the standards of this article, the provided estimate shall be based on the least costly conforming route.
- d. It shall be the responsibility of the applicant to provide sufficient justification for the granting of the variance.
- e. The Board of Adjustments and Appeals shall determine that sidewalk construction constitutes an undue hardship on the applicant only if the estimated cost of sidewalk construction, per linear foot, is more than three (3) times the average rate as determined by the City Engineer.

#### **2.2.3.5 Variance requests related to stormwater**

- a. The following procedures shall apply to all applications for variance from stormwater requirements:
  - i. The application for variance shall state the specific stormwater requirement from which the variance is being sought and the reasons for the request.
  - ii. It shall be the applicant's responsibility to provide sufficient justification for granting the variance.
  - iii. The City Engineer shall prepare an evaluation statement concerning each application for variance. The evaluation shall consider the circumstances and supporting documents supplied by the applicant and other generally available technical information pertaining to the variance request. The evaluation statement may include recommendations by the city engineer concerning the variance to the Board of Adjustments and Appeals.
- b. In addition to the criteria in section 2.2.3.1, the following criteria shall be used for all stormwater related variance review and approval:

- i. That granting the variance will not result in increased stormwater runoff greater than ten (10) percent, increased flood elevations, additional threats to public safety, extraordinary public expense, or create nuisances, cause fraud or victimization of the public.
- ii. That the necessity for a waiver is not the result of conditions on the property which have been self-imposed by the applicant.
- iii. That the waiver is the minimum necessary, considering the adverse impacts of stormwater runoff.

## **2.2.4 Site and infrastructure plans**

**2.2.4.1 Intent of site plan and infrastructure plan review.** The intent of site plan review is to ensure that development within the City of Starkville is consistent with all applicable development standards. The approval of such development will be based upon the provisions of this code and availability of adequate public facilities and services. It should take into account the potential impact and compatibility of the development with existing and anticipated developments within the immediate area and the City as a whole.

### **2.2.4.2 Applicability and filing procedure**

- a. Site plan approval shall be required for all permitted (except single lot one and two-family dwellings and accessory structures) resulting in one thousand (1,000) square feet or more of new floor space or any building modification with construction cost exceeding fifty (50) percent of the **tax assessed** value of the structure. All conditional uses that expand an existing structure shall require site plan approval.
- b. All developments requiring site plan review will be required to meet all current site plan design requirements.
- c. Infrastructure Plan approval shall be required on all subdivisions with public infrastructure after approval of the Preliminary Plat and prior to any construction activity including the removal of existing trees.
- d. No structure or site requiring approval from the Development Review Committee shall be modified, erected, or used prior to receiving site plan and/or infrastructure plan approval.
- e. No erosion control or building permit shall be issued prior to site plan and/or infrastructure plan approval pursuant to the provisions of this section.

**2.2.4.3 Review and action by the Development Review Committee.** After reviewing a site and/or infrastructure plan and finding that the proposed plan meets the minimum requirements, the Development Review Committee will approve the site plan and/or infrastructure plan. If the site plan and/or infrastructure plan includes any requests for waiver, variance, conditional use, preliminary plat or

final plat approval, the Development Review Committee will approve the site plan after approval from the appropriate advisory board and the Board of Aldermen.

#### 2.2.4.4 Site plan application requirements

a. **Application.** An application for review by the Development Review Committee shall be submitted along with a site plan and any other required information to the planning department a minimum of 10 days prior to a regularly scheduled meeting of the Development Review Committee. **Such applications shall be submitted to the City Planner together with the fee established by resolution of the Mayor and Board of Aldermen.** The application shall include the following:

- i. **Applicant and/or owner information.** The following shall be identified, when applicable: owner or authorized agent, engineer, architect, surveyor, landscape architect, or any others involved in the preparation of the application.
- ii. **Project information.** The following shall be listed on the application when applicable: project name, project address, parcel id number, and zoning.
- iii. **Project description.** All projects shall include a description of the project. If the development is being proposed to be built in phases, the applicant shall submit an application for the entire development showing all phases. Target dates for completion of each phase and the entire development shall be included.

b. **Site plan requirements.** The following sheets with required information shall be submitted as part of a complete application for review by the Development Review Committee. The maximum sheet size for site plans shall not exceed thirty (30) inches by forty-two (42) inches. Plans shall also be provided digitally as a Portable Document Format (PDF). Multiple sheets may be used, provided each sheet is numbered and the total number of sheets is indicated on each sheet. Cross referencing between sheets shall be required. All of the following information and any other required information specified in this code or by city staff shall be required:

- i. **Coversheet.** The coversheet shall include:
  - (1) Project name
  - (2) Vicinity map showing the relationship of the proposed site plan to surrounding streets and public facilities
  - (3) Sheet Index
  - (4) Contact information for the Owner, Design Professional, and Utilities providing service
  - (5) Development data including the following: project area in acres,

phase area(s) in acres, disturbed area in acres, and property zoning

(6) Building data including the following: total proposed square footage for all uses (commercial, residential, office), total number of residential units, and total number of bedrooms

(7) Submittal date and any revision dates

ii. **Survey.** A site survey shall be drawn at a scale of one (1) inch to one hundred (100) feet or larger. A site survey prepared by a Mississippi licensed land surveyor shall illustrate the following:

(1) Name and license number of surveyor and seal

(2) Date of survey and references

(3) North arrow, legend, and graphic scale

(4) Lot or parcel numbers of lot and adjacent lots

(5) Bearing and distance of boundary lines

(6) All existing features, structures, improvements, and encroachments

(7) Existing contours shall be illustrated as a dashed line. Topographic contours shall be illustrated at a minimum of one (1)-foot intervals and extending a minimum of ten (10) feet beyond the property boundaries. Additional topographic information may be required beyond the minimum ten (10) feet if deemed necessary by City Staff.

(8) All existing underground and above ground utilities

(9) All existing easements

(10) Federal Emergency Management Agency (FEMA) flood hazard zone or limits of the one hundred (100) -year floodplain

(11) Site area shall be labeled on the survey in acres for lot more than one (1) acre in size. Lots less than one (1) acre shall have acreage and square footage clearly labeled.

iii. **Site plan.** Site plans shall be drawn at a scale of one (1) inch to fifty (50) feet or larger. Necessary notes and symbol legends shall be included. Abbreviations should be avoided, but if used, shall be defined in the notes. A site plan prepared by a Mississippi licensed design professional shall illustrate the following:

(1) Boundary, setback lines, existing easements, and proposed easements

(2) North arrow, legend, and graphic scale

(3) Vehicular areas for site plan review. The following shall be included: driveway widths, pavement markings, sight triangles at intersections, crosswalks, parking, ADA parking, loading zones,

location of heavy duty pavement, and traffic control signage

- (4) Vehicular areas for infrastructure plan review. The following shall be included: centerline, street widths, R.O.W. widths, curve radius, pavement markings, angle of intersection of roadways, sight triangles at intersections, crosswalks, and traffic control signage
- (5) Pedestrian areas. The following shall be included: sidewalk locations, sidewalk dimension, ADA accessible route from vehicular areas, ADA accessible route from right of way to buildings, ADA curb ramps, and ADA access ramps
- (6) Building areas for site plan review. The following shall be included: building square footage (with calculation method), number of residential units, number of bedrooms, number of stories, and total height of building in feet from grade from the average elevation of the finished grade surrounding the structure to the highest point of the structure
- (7) Fire protection and fire zones for site plan review. Occupancy load calculations shall be done per IFC 2012 section 1004
- (8) Dumpster enclosure location for site plan review

iv. **Grading and drainage plan.** A grading and drainage plan shall be drawn at a scale of one (1) inch to fifty (50) feet or larger. Necessary notes and symbol legends shall be included. Abbreviations should be avoided, but if used, shall be defined in the notes. A grading and drainage plan prepared by a Mississippi licensed design professional shall illustrate the following:

- (1) Boundary, existing easements, and proposed easements
- (2) North arrow, legend, and graphic scale
- (3) Utilities. The following shall be included: existing and proposed sanitary sewers, water, gas, telecommunications, utility poles and electric lines
- (4) Topography. Existing contours shall be illustrated as a dashed line. Proposed contours shall be illustrated as a solid line. All contours shall be labeled. Topographic contours shall be illustrated at a minimum of one (1) foot intervals. All permanent benchmarks shall be illustrated
- (5) Building areas. All proposed buildings with the finished floor elevation for the first floor
- (6) Site elements. The following shall be included: all proposed curbs, all existing curbs to remain, retaining wall location with elevations, all trees to remain, all proposed vehicular use areas, and all proposed pedestrian use areas
- (7) Detention/Retention basin. The following shall be included: inlet

and outlet structures, emergency outfall spillway designed for one hundred (100) year storm, permanent erosion protection, and any other required information specified in this code or by city staff

- (8) Storm drainage system: The following shall be included: pipe size, pipe length, pipe slope, drainage structures, manholes, junction boxes, outlets, amount of pipe cover, and all drainage structures labeled with an identification number
- (9) ADA access. Spot elevations shall be provided at all corners of ADA ramps, both sides of all walkways every twenty (20) feet, all corners of ADA parking and access aisles. **Spot elevations shall also be required on both sides of the all proposed sidewalks at the property line for all major subdivision as part of infrastructure review**

v. **Utility plan.** A utility plan shall be drawn at a scale of one (1) inch to fifty (50) feet or larger. Necessary notes and symbol legends shall be included. Abbreviations should be avoided but if used they shall be defined in the notes. A Utility plan prepared by a Mississippi licensed design professional shall illustrate the following as required:

- (1) Boundary, existing easements, and proposed easements
- (2) North arrow, legend, and graphic scale
- (3) Utilities. All of the following existing and proposed utilities shall be included: sanitary sewers, water, gas, telecommunications, utility poles, electric lines, and site lighting.
- (4) Sanitary sewer. For site plan review the following elements shall be included:
  - Service lateral size and type
  - Grease interceptor, if applicable
- (5) Sanitary sewer. For infrastructure plan review the following elements shall be included:
  - Pipes (size, type, length, slope) stationing at fifty (50) foot intervals
  - Manhole (type, rim) inverts in and out
  - Pump station easement
  - Force main (size, type, length) stationing at fifty (50) foot intervals
  - Force main air release and cleanout manholes, station, elevations
  - Identification number and stationing
- (6) Water. For site plan review the following elements shall be included:
  - Fire hydrants
  - Water service connections

- Back flow prevention

(7) Water. For infrastructure plan review the following elements shall be included:

- Water main size
- Water main type
- Water valves

(8) Sanitary sewer and manhole profile. For infrastructure plan review the following elements shall be included:

- Station of structure (left or right)
- Rim elevation
- Inverts (in, out, each pipe)
- Pipe (check clearance with casting)
- Identification number (referenced to plan)
- Show water and storm pipe conflicts and clearance
- Sewer main size
- Sewer main material and type
- Length in feet
- Slope in percent (%)
- Check cover and clearance with water storm pipes
- Concrete encasements at crossings
- Show existing pipe/manholes in different symbols

vi. **Erosion prevention and sediment control plan.** An Erosion prevention and sediment control plan shall be drawn at a scale of one (1) inch to fifty (50) feet or larger. Necessary notes and symbol legends shall be included. Abbreviations should be avoided, but if used, shall be defined in the notes. The Erosion prevention and sediment control plan shall be designed in accordance with the *MDEQ Field Manual for Erosion Control and Sediment Control on Construction Sites in Mississippi* and prepared by a Mississippi licensed design professional and shall illustrate the following:

- (1) Boundary lines and disturbance limits
- (2) North arrow, legend, and graphic scale
- (3) Topography. Existing contours shall be illustrated as a dashed line. Proposed contours shall be illustrated as a solid line. All contours are to be labeled. Topographic contours shall be illustrated at a minimum of one (1)-foot intervals. All permanent benchmarks shall be illustrated

- (4) Existing natural drainage conveyances (creeks, ditches, etc.) and flow direction
- (5) Existing trees to remain and tree protection
- (6) Floodplain and floodway, if applicable
- (7) Proposed construction entrance
- (8) All proposed BMPs (silt fence, inlet protection, sediment basin, etc.)
- (9) Details of all proposed BMPs
- (10) EPSC notes
- (11) Proposed phasing of BMPs, if applicable
- (12) Construction sequence
- (13) Seeding specifications and seedbed preparation notes

vii. **Roadway plan and profile for infrastructure review.** A roadway plan and profile shall be drawn at a scale of one (1) inch to fifty (50) feet or larger. Necessary notes and symbol legends shall be included. Abbreviations should be avoided, but if used, shall be defined in the notes. A roadway plan and profile prepared by a Mississippi licensed design professional shall illustrate the following:

- (1) Plan. The following shall be included:
  - Stationing at fifty (50) foot intervals
  - Existing and proposed utilities
  - Centerline curve and line labels (may be in tabular format)
  - Horizontal curve labels and station (PC, PT)
  - Roadway elements (right of way, curb, sidewalks, edge of pavement, etc.)
  - Street names
- (2) Profile. The following shall be included:
  - Stationing and elevations at fifty (50) foot intervals
  - Existing and proposed centerline profile and elevations
  - Proposed centerline grades and slope in percent
  - Vertical curve labels and station (PVC, PVI, PVT, high and low point, K-value, Length)
  - Intersection (station at roadway centerline and name)

viii. **Construction details.** Construction details shall be drawn at a legible scale. Necessary labels and notes shall be included. Construction details prepared by a Mississippi licensed design professional shall illustrate the

following as required:

- (1) Pavement cross section(s)
- (2) Curb detail
- (3) Sidewalk details
- (4) Pipe bedding (for paved and unpaved areas, and specific to each pipe material)
- (5) Drainage structures (inlets, manholes, castings)
- (6) Endwalls and flared end sections
- (7) Sanitary structures (manholes, cleanouts, castings)
- (8) Manhole drop connections
- (9) Service laterals and cleanouts
- (10) Water service
- (11) Fire hydrants (valves, tees, thrust blocks)
- (12) Wet tap, blow-off, valves
- (13) Retaining wall details
- (14) Lighting (fixture, poles, limit of illumination)
- (15) Detention basin outlet structure
- (16) Traffic signage, pavement markings (striping, arrows, etc.)
- (17) Special site-specific details
- (18) Ditches and swales
- (19) Grease interceptor
- (20) Back flow prevention
- (21) Signage details
- (22) Dumpster screen

ix.

**Landscape plan.** A landscape plan shall be drawn at a scale of one (1) inch to fifty (50) feet or larger. Necessary notes and symbol legends shall be included. Abbreviations should be avoided, but if used, shall be defined in the notes. A landscape plan prepared by a Mississippi licensed design professional shall illustrate the following:

- (1) Boundary and disturbance limits
- (2) North arrow, legend and graphic scale
- (3) Utilities. The following shall be included: existing and proposed sanitary sewers, water, gas, telecommunications, utility poles and electric lines
- (4) Topography. Existing contours shall be illustrated as a dashed line.

Proposed contours shall be illustrated as a solid line. All contours are to be labeled. Topographic contours shall be illustrated at a minimum of one (1)-foot intervals

- (5) Building areas. All proposed buildings footprints
- (6) Site elements. The following shall be included: all proposed curbs, all existing curbs to remain, retaining wall location with elevations, all trees to remain, all proposed vehicular use areas, and all proposed pedestrian use areas
- (7) Detention/Retention basin. The location of the any proposed detention/retention basin and structures
- (8) Existing landscaping, buildings, or other improvements on adjacent property within five feet of the common property line
- (9) Plant schedule showing the botanical name, common name, height, caliber as measured at base of trunk (trees only), and quantity
- (10) Plant details showing a typical planting for all trees, shrubs, and groundcovers

#### **2.2.4.5 Approval, disapproval and appeal procedure**

- a. **Comment procedure.** Comments from the Development Review Committee shall be issued in writing after each review. The applicant shall revise the plan per the comments or reply in writing as to why the revisions cannot be made. Only after revisions to the plan that meet the requirements of the Development Review Committee can the approval procedure begin.
- b. **Approval procedure.** Upon approval of such site plan and/or infrastructure plan by the Development Review Committee, a building permit and/or erosion control application may be submitted to the building department for subsequent review. The approved site plans shall be signed by each member of the Development Review Committee or their designated signee.
- c. **Disapproval procedure.** If the Development Review Committee denies a site plan proposal, it shall specify the reasons said plan was denied with specific reference to those sections of the applicable City Code on which said denial was based.
- d. **Appeal procedure.** A decision to deny a site plan by the Development Review Committee for any reason that does not require variance, waiver, or exception, can be appealed to the Board of Aldermen. The applicant shall have ten (10) business days to appeal that decision to the Board of Aldermen. The appeal will be placed on the Board of Aldermen agenda within forty-five (45) days.
- e. **Expiration.** The site plan approval shall expire twelve (12) months after approval by the Development Review Committee, if construction has not been started evidenced by steady and continuous progress as determined by

the building official or the city planner.

- f. **Extension.** A site plan approval may be extended for six (6) months by the Development Review Committee if the applicant submits a petition for such extension prior to the site plan's expiration and demonstrates "reasonable cause" for the extension. The burden of proof in justifying "reasonable cause" shall rest with the applicant.
- g. **Transfer of approval.** In the event the property receiving site plan approval shall be sold, transferred, leased, or the ownership thereof changes in any way whatsoever, the site plan approval shall be transferrable.

## **2.2.5 Architecture review**

**2.2.5.1 Intent of architecture review.** The intent of architecture review is to ensure that development within the City of Starkville is consistent with all applicable development standards. The approval of such development will be based upon the provisions of this code, the contextual surroundings of the development, potential visual impacts, compatibility with existing developments, and compatibility with anticipated developments within the immediate area and the City as a whole.

### **2.2.5.2 Applicability and filing process**

- a. All land areas in the city which are zoned for commercial use, industrial use, mixed use, or multifamily residential greater than two dwelling units shall be designated an architectural control district.
- b. All proposed buildings or proposed remodeled buildings within the architectural control district that require site plan review shall be required to receive approval from the Architecture Review Board prior to receiving a building permit.
- c. The architecture review process can begin before, during, or after the site plan approval process.

**2.2.5.3 Review and action by the Architecture Review Board.** After reviewing the building design ~~plan proposal~~ and finding that the proposed plan meets the minimum requirements, the Architecture Review Committee will approve the building design ~~plan proposal~~. If the building design ~~plan proposal~~ includes any requests for waiver, variance, or conditional use, the Architecture Review Committee will approve the building design ~~plan proposal~~ after approval from the appropriate advisory boards and the Board of Aldermen. Approval of a building design ~~plan proposal~~ is required.

### **2.2.5.4 Building design ~~plan proposal~~ application requirements**

- a. **Application.** An application for review by the Architecture Review Committee shall be submitted along with the building plans to the planning department. ~~Such applications shall be submitted to the City Planner together with the fee~~

established by resolution of the Mayor and Board of Aldermen. The application shall include the following:

- i. **Applicant and/or owner information.** The application shall list the property owner or authorized agents contact information including mailing address, email address, and phone number.
  - ii. **Project information.** The following shall be listed on the application: project name, project address, parcel id number, and zoning.
  - iii. **Project description.** All projects shall include a description of the project. If the development is being proposed to be built in phases, the applicant shall submit an application for the entire development showing all phases. Target dates for completion of each phase and the entire development shall be included.
- b. **Building design ~~proposal~~ plan requirements.** The following sheet with required information shall be submitted as part of a complete application for review by the Architecture Review Committee. The maximum sheet size for the building design ~~plan proposal~~ shall not exceed thirty (30) inches by forty-two (42) inches. Plans shall also be provided digitally as a Portable Document Format (PDF). Multiple sheets may be used provided each sheet is numbered and the total number of sheets is indicated on each sheet. Cross referencing between sheets shall be required. All of the following information shall be required prior to being placed on the Architecture Review Committee's agenda:
- i. **Coversheet.** The coversheet shall include:
    - (1) Project name
    - (2) Vicinity map showing the relationship of the proposed site plan to surrounding streets and public facilities
    - (3) Sheet Index
    - (4) Contact information for the Owner, Design Professional, and Utilities providing service
    - (5) Building data including the following: total proposed square footage for all uses (commercial, residential, office), total number of residential units, and total number of bedrooms
    - (6) Submittal date and any revision dates
  - ii. **Site plan.** Site plans shall be drawn at a scale of one (1) inch to fifty (50) feet or larger. Necessary notes and symbol legends shall be included. Abbreviations should be avoided but if used they shall be defined in the notes. A site plan prepared by a Mississippi licensed design professional shall illustrate the following:
    - (1) Boundary, setback lines, and easements

- (2) North arrow, legend, and graphic scale
- (3) Vehicular areas. The following shall be included: parking areas, pavement markings, and loading zones
- (4) Pedestrian areas. The following shall be included: public and private sidewalk locations
- (5) Building areas. The following shall be included: building square footage (with calculation method), number of residential units, number of bedrooms, number of stories, and total height of building in feet ~~from grade from the average elevation of the finished grade surrounding the structure to the highest point of the structure~~
- (6) Dumpster enclosure location

iii. **Building elevations.** Building elevations shall be drawn at a common scale so as to be legible. Necessary notes and symbol legends shall be included. Abbreviations should be avoided but if used they shall be defined in the notes. A building plan prepared by a Mississippi licensed design professional ~~or a design professional not required to be licensed under Mississippi Code Title § 73-1-39~~ shall illustrate the following:

- (1) All sides of each proposed building
- (2) Dimensions showing the overall height of the building and each individual floor
- (3) All proposed building finishes shall be labeled. A finish schedule shall be included on the sheet for which they are referenced. The finish schedule shall include material type, color, texture, and product reference information
- (4) If multiple finish materials are proposed, a chart showing the percentage of each material being proposed in relationship to each elevation of the building
- (5) For projects located within a transect district (T District), a percentage of fenestration per floor shall be required
- (6) **Door and window schedule**

#### 2.2.5.5 Approval, disapproval, and appeal procedures

- a. **Comment procedure.** Comments from the Architecture Review Committee shall be issued in writing after each review. The applicant shall revise the proposed building plan per the comments or reply in writing as to why the revisions cannot be made. Only after revisions to the proposed building plan meet the requirements of the Architecture Review Committee can the approval procedure begin.
- b. **Approval procedure.** Upon approval of such building design proposal by the Architecture Review Committee and an approved site plan by the

Development Review Committee, a building permit application may be submitted to the building department for subsequent review. The Approved building design proposal shall be signed by each member of the Architecture Review Committee.

- c. **Disapproval procedure.** If the Architecture Review Committee denies a building design proposal plan, it shall specify the reasons said plan was denied.
- d. **Appeal procedure.** A decision to deny a building design proposal by the Architecture Review Committee for any reason that does not require variance, waiver, or exception, can be appealed to the Board of Aldermen. The applicant shall have ten (10) business days to appeal that decision to the Board of Aldermen. The appeal will be placed on the Board of Aldermen agenda within forty-five (45) days.
- e. **Expiration.** The building design proposal approval shall expire twelve (12) months after approval by the Architecture Review Committee if construction has not been started evidenced by steady and continuous progress as determined by the building official or the city planner.
- f. **Extension.** A building design proposal approval may be extended for six (6) months by the Architecture Review Committee if the applicant submits a petition for such extension prior to the building design proposal's expiration and demonstrates "reasonable cause" for the extension. The burden of proof in justifying "reasonable cause" shall rest with the applicant.
- g. **Transfer of approval.** In the event the property receiving building design proposal approval shall be sold, transferred, leased, or the ownership thereof changes in any way whatsoever, the plan approval shall be transferrable.

## **2.2.6 Landscape Waiver**

The Landscape Advisory Board may recommend a landscape waiver from the landscape requirements of the code only if it is determined that the waiver is not contrary to the intent of the code and that the literal enforcement of the provisions of the code would result in unnecessary hardship. Economic or financial hardship alone shall not be used as the basis for a landscape waiver request.

### **2.2.6.1 Criteria for landscape waiver review and approval.**

- a. That special conditions and circumstances exist which are peculiar to the subject property, and that the same conditions are not applicable to other properties in the same district.
- b. That literal interpretation of the provisions of this code would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this code.

- c. That the special conditions and circumstances have not resulted from the actions of the applicant.
- d. That granting the landscape waiver requested will not confer on the applicant any special privilege that is denied by this Code to other developments in the same district.

#### 2.2.6.2 Review procedures

- a. **Application.** All applications for a landscape waiver shall be in the form required and provided by the City Planner. Completed application packages are due by 5:00 p.m. on the deadline date as set forth by the approved Landscape Advisory Board schedule. Such applications shall be submitted to the City Planner together with the fee established by resolution of the Mayor and Board of Aldermen. The application fee for landscape waivers that require a modification of an approved site plan shall be charged an application fee three (3) times the established rate. A “completed application” shall include the application form, the applicable fee (as determined by resolution), and all required supplemental information necessary to render determinations related to the landscape waiver request including:
  - i. **Applicant statement.** A statement explaining the reason for the landscape waiver request and the specific requirements of the code for which the waiver is being requested.
  - ii. **Landscape plan.** A landscape plan shall be drawn at a scale of one (1) inch to fifty (50) feet or larger. Necessary notes and symbol legends shall be included. Abbreviations should be avoided, but if used, shall be defined in the notes. A landscape plan prepared by a Mississippi licensed design professional shall illustrate the following:
    - (1) Boundary and disturbance limits.
    - (2) North arrow, legend, and graphic scale.
    - (3) Utilities. The following shall be included: existing and proposed sanitary sewers, water, gas, telecommunications, utility poles and electric lines.
    - (4) Topography. Existing contours shall be illustrated as a dashed line. Proposed contours shall be illustrated as a solid line. All contours are to be labeled. Topographic contours shall be illustrated at a minimum of one (1)-foot intervals.
    - (5) Building areas. All proposed buildings footprints.
    - (6) Site elements. The following shall be included: all proposed curbs, all existing curbs to remain, all retaining wall locations with elevations, all trees to remain, all proposed vehicular use areas, and all proposed pedestrian use areas.

- (7) Detention/Retention basin. The location of any proposed/existing detention/retention basin and structures.
  - (8) Existing landscaping, buildings, or other improvements on adjacent property within five feet of the common property line.
  - (9) Plant schedule showing the botanical name, common name, height, caliber as measured at base of trunk (trees only), and quantity.
  - (10) Plant details showing a typical planting for all trees, shrubs, and groundcovers.
- b. **Appearance and presentation.** At any meeting of the Landscape Advisory Board for a landscape waiver request, the applicant seeking the waiver and any other party desiring to heard upon the application may appear in person, by agent, or by attorney. The applicant shall be entitled to make a presentation and at the conclusion of presentations or statements by all other parties, shall be entitled to offer a statement in rebuttal if desired. The chairman of the Landscape Advisory Board shall, at the commencement of the hearing upon each application or at any time during such hearing, require that parties desiring to make a presentation identify themselves and may specify the time to be allowed each such party within which to make such presentation.
  - c. **Action.** If approval is recommended by the Landscape Advisory Board, that recommendation and any specific conditions for approval shall be forwarded to the Mayor and Board of Aldermen for their binding decision. A recommendation for denial shall only be forwarded to the Mayor and Board of Aldermen if an appeal of the decision of the Landscape Advisory Board is made in accordance with section 2.2.3.2 (i).
  - d. **Appeal.** Any person aggrieved by a decision of the Landscape Advisory Board in approving or denying an application for a variance may, within five (5) business days from the date of the meeting with the Landscape Advisory Board, file a written request to the City Planner appealing the decision and thereupon, the Mayor and Board of Aldermen shall proceed to review said decision. At the meeting of the Mayor and Board of Aldermen, the decision of the Landscape Advisory Board shall either be affirmed, modified, or reversed by the Board of Aldermen.

## 2.2.7 Subdivisions procedure – Minor and Major

- 2.2.7.1 It shall be unlawful for any individual being the owner, agent, or person having control of any land within the incorporated area of Starkville, Mississippi, to subdivide or layout such land in lots unless by a plat, in accordance with the regulations contained herein. No lots shall be sold nor any plat recorded until such plat has been approved as herein provided. The division of land for purposes of a condominium project not involving the construction of a new public infrastructure shall not be deemed a subdivision. **All applications shall be submitted to the City Planner together with the fee established by resolution of the Mayor and Board of Aldermen.**

**2.2.7.2** Whenever any subdivision of land is proposed, before any recording of deeds, and before any permit for the erection of a structure in such proposed subdivision shall be granted, the owner or his authorized agent, shall apply for and secure approval of such proposed subdivision in accordance with the following procedure:

*a. **Major subdivision.** A major subdivision is any subdivision of land that requires platting and construction of public infrastructure. Classification of the proposed subdivision shall be determined by City Staff. The following procedural steps shall be followed:*

- i. Preliminary Plat Review- by the Development Review Committee*
- ii. Preliminary Plat- by the Planning and Zoning Commission and the Board of Aldermen*
- iii. Infrastructure Plan Review- by the Development Review Committee*
- iv. Final Plat Review- by the Development Review Committee*
- v. Final Plat- by the Planning and Zoning Commission and the Board of Aldermen*

*b. **Minor subdivision.** A minor residential subdivision is any residentially zoned plot of land less than one (1.00) acre, creating a maximum of four (4) lots, and that has access to public infrastructure. A minor subdivision can also be the subdividing of an agricultural, commercial, industrial or mixed use zoned plot of land that does not require infrastructure plan approval. A minor subdivision shall also include the aggregation of several lots into one (1) lot. Classification of the proposed subdivision shall be determined by City Staff. The following procedural steps shall be followed:*

~~A minor subdivision is the any subdividing of land less than one (1.00) acre and four (4) lots or less that does not require the construction of public infrastructure other than sidewalks. A minor subdivision shall also include the aggregation of several lots into one (1) lot. Classification of the proposed subdivision shall be determined by City Staff.~~

- i. Final Plat Review- by the Development Review Committee*
- ii. Final Plat- by the Board of Aldermen*

**2.2.7.3 Major subdivision procedure.** To obtain preliminary approval of a proposed major subdivision, an applicant or applicant's authorized agent shall submit the following to the planning department:

*a. **Preapplication review.** It is recommended, but not required, that all applicants schedule an informal review session with City Staff prior to making an official application for preliminary plat review. There shall be no fee*

associated with this review.

**b. Preliminary plat review**

- i. A preliminary plat indicating the relationship of the proposed subdivision to existing development and nearby community facilities. The plat shall include all required preliminary plat specifications and preliminary plat certificates specified in section 2.2.9.
- ii. The preliminary plat and any required supporting information shall be submitted to the planning department for review by the Development Review Committee ten (10) days prior to a scheduled meeting.
- iii. As part of the application, the applicant must list the names and addresses of any adversely affected parties to the subdivision. If the party is not a signatory of the ownership certificate of the plat, a letter from each adversely effected party agreeing to the vacation or alteration shall be provided prior to the application being reviewed.
- iv. After the preliminary plat has been determined to be acceptable by the Development Review Committee, the applicant may proceed to file a preliminary plat application for review by the Planning and Zoning Commission.

**c. Preliminary plat**

- i. An application for preliminary plat approval shall be filed with the planning department for review by the Planning and Zoning Commission containing the information specified herein and which shall convey the intentions of the applicant with respect to the proposed type of development and layout.
- ii. In order for the preliminary plat to be properly reviewed, the subdivider or his authorized agent shall submit seven (7) paper copies and a digital copy as a Portable Document Format (PDF) of the preliminary plat not less than fourteen (14) days in advance of the regular meeting date at which time the said plat is to be considered by the Planning and Zoning Commission.
- iii. Upon receipt of an application for preliminary plat approval, the planning department shall create a staff report and add the request to the agenda of the Planning and Zoning Commission.
- iv. The Planning and Zoning Commission shall proceed to consider the application based on the requirements of this Code. The Planning and Zoning Commission may recommend, recommend conditionally, or deny the request. Recommendations of approval shall be forwarded to the Mayor and Board of Aldermen of such preliminary plat within ninety (90) days after the submission.

- v. Approval of a preliminary plat by the Mayor and Board of Aldermen shall be denoted by the issuance of a letter of preliminary plat approval. One (1) paper copy and a digital copy of the approved preliminary plat shall be retained in the Planning Department's files.
- vi. If the preliminary plat approval is recommended conditionally, the conditions and reasons therefor shall be stated, and if necessary, the Planning and Zoning Commission or Mayor and Board of Aldermen may require that the subdivider submit a revised preliminary plat.
- vii. If denied by the Planning and Zoning Commission or the Board of Aldermen the reasons for such action shall be stated, and if possible, recommendations should be made on the basis of which the proposed subdivision could be recommended for approval. A disapproved preliminary plat may be resubmitted to the Planning and Zoning Commission and the Mayor and Board of Aldermen after the suggested changes have been made.
- viii. Approval of a preliminary plat shall be tentative, pending the submission of the infrastructure plans and final plat as specified herein.
- ix. Approval of the preliminary plat shall be effective and binding upon the City for one (1) year. An expired preliminary plat may be reapproved at the discretion of the Board of Aldermen.
- x. Approval of the preliminary plat by the Board of Aldermen is the subdivider's authorization to proceed with infrastructure plan submittal.
- xi. Infrastructure plan requirements. The subdivider shall submit infrastructure drawings to the planning department to be reviewed by the Development Review Committee prior to issuance of any permits. Such plans and information shall be furnished separately from the preliminary plat. Before commencing construction, all necessary arrangements must be made between the subdivider and the city engineer for third party laboratory and construction inspection to assure that the improvements shall comply with the standard specifications of the City. Upon the issuing of an approved infrastructure plan by the Development Review Committee, the subdivider may apply for permits to proceed with the construction of infrastructure improvements.
- xii. As-built and testing reports shall be submitted to the engineering department fifteen (15) days prior to final plat review.

**d. Final plat review**

- i. A final plat indicating the installed improvements to be dedicated to the City. The plat shall include all required final plat specifications and final plat certificates specified in section 2.2.9.

- ii. The final plat and all required supporting information shall be submitted to the planning department for review by the Development Review Committee ten (10) days prior to a scheduled Development Review Committee meeting.
- iii. After the final plat has been determined to be acceptable by the Development Review Committee, the applicant may proceed to file a final plat application for review by the Planning and Zoning Commission.
- iv. An incomplete application will not be processed or reviewed until all required documentation is submitted.

**e. Final plat**

- i. When the provisions of these rules and regulations have been complied with, and while the certificate of preliminary plat and/or infrastructure plan approval is in effect, the subdivider may submit a final plat application.
- ii. An application for final plat approval shall be filed with the City Planner for review by the Planning and Zoning Commission containing the information specified herein and which shall convey the intentions of the applicant with respect as to the proposed type of development and layout.
- iii. In order for a final plat to be properly reviewed, the subdivider or his authorized agent shall submit seven (7) paper copies and a digital copy as a Portable Document Format (PDF) of the final plat not less than fourteen (14) days in advance of the regular meeting date at which the said plat is to be considered by the Planning and Zoning Commission.
- iv. Upon receipt of an application for final plat approval, the planning department shall create a staff report and add the request to the agenda of the Planning and Zoning Commission.
- v. The Planning and Zoning Commission shall proceed to consider the application based on the requirements of this Code. The Planning and Zoning Commission may recommend, recommend conditionally, or deny the request. Recommendations of approval shall be forwarded to the Mayor and Board of Aldermen of such preliminary plat within ninety (90) days after the submission.
- vi. Approval of a final plat by the Mayor and Board of Aldermen shall be denoted by the issuance of a letter of final plat approval. One (1) paper copy, a digital copy as a Portable Document Format (PDF), and AutoCAD file of the approved final plat shall be retained in the Planning Department's files.

- vii. If the final plat approval is recommended conditionally, the conditions and reasons therefore shall be stated, and if necessary, the Planning and Zoning Commission or Mayor and Board of Aldermen may require that the subdivider submit a revised final plat.
- viii. If denied by the Planning and Zoning Commission or the Board of Aldermen, the reasons for such action shall be stated, and if possible, recommendations should be made on the basis of which the proposed subdivision could be recommended for approval. A denied final plat may be resubmitted to the Planning and Zoning Commission and the Mayor and Board of Aldermen after the suggested changes have been made.
- ix. Whenever a subdivider has been issued a notice of final plat approval from the Mayor and Board of Aldermen, the staff shall be authorized to execute a certificate of final plat approval on the plat upon certification by the City Clerk that the City has received both of the following:
  - (1) An executed development agreement for any outstanding improvements between the subdivider and the city to install the required improvements.
  - (2) An approved form of surety as approved by the City Attorney to complete the improvements and installations for the subdivision shall be in compliance with these rules and regulations. Such surety shall not exceed two hundred (200) percent of the estimated cost of the improvements.

**2.2.7.4 Minor subdivision procedure.** To obtain minor subdivision plat approval of a proposed minor subdivision or lot aggregation, an applicant or applicant's authorized agent shall submit to the Planning Department the following:

- a. **Preapplication review.** It is recommended, but not required, that all applicants schedule an informal review session with City Staff prior to making an official application for minor final plat review. There shall be no fee associated with this review.
- b. **Minor final plat review**
  - i. A minor subdivision plat indicating the relationship of the proposed subdivision to existing development and nearby community facilities, basic layout and design, and any other relevant information deemed appropriate. The plat shall include all required final plat specifications and final plat certificates specified in section 2.2.9.
  - ii. As part of the application, the applicant must list the names and addresses of any adversely affected parties to the subdivision. If the party is not a signatory of the ownership certificate of the plat, a letter from each adversely effected party agreeing to the vacation or alteration shall be provided prior to the application being reviewed.
  - iii. The final plat and any required supporting information shall be submitted

to the planning department for review by the Development Review Committee ten (10) days prior to a scheduled Development Review Committee meeting.

- iv. After the final plat has been determined to be acceptable by the Development Review Committee, the applicant may proceed to file a final plat application for review by the Board of Aldermen.
- v. An incomplete application will not be processed or reviewed until all required documentation is submitted.

**c. Minor final plat**

- i. An application for minor final plat approval shall be filed with the City Planner for review by the Board of Aldermen containing the information specified herein and which shall convey the intentions of the applicant with respect as to the proposed type of development and layout.
- ii. In order for a minor final plat to be properly reviewed, the subdivider or his authorized agent shall submit seven (7) paper copies and a digital copy as a Portable Document Format (PDF) of the plat not less than seven (7) days in advance of the regular meeting date at which the said plat is to be considered by the Board of Aldermen.
- iii. Upon receipt of an application for final plat approval, the planning department shall create a staff report and add the request to the agenda of the Board of Aldermen.
- iv. The Board of Aldermen shall proceed to consider the application based on the requirements of this Code. The Board of Aldermen may approve, approve conditionally, or deny the request of such final plat within ninety (90) days after the submission.
- v. Approval of a final plat by the Mayor and Board of Aldermen shall be denoted by the issuance of a letter of minor final plat approval. One (1) paper copy and a digital copy of the approved final plat shall be retained in the Planning Department's files.
- vi. If the minor final plat approval is recommended conditionally, the conditions and reasons therefor shall be stated, and if necessary, the Mayor and Board of Aldermen may require that the subdivider submit a revised final plat.
- vii. If ~~denied by~~ the Mayor and Board of Aldermen ~~should decide a disapproval~~, the reasons for such action shall be stated, and if possible, recommendations should be made on the basis of which the proposed subdivision could be approved. A ~~disapproved denied~~ final plat may be resubmitted to the Mayor and Board of Aldermen after the suggested changes have been made.

- viii. Whenever a subdivider has been issued a notice of minor final plat approval from the Mayor and Board of Aldermen, the staff shall be authorized to execute a certificate of final plat approval.

## **2.2.8 Condo Plat**

**2.2.8.1** A condo plat consisting of subdivided lands shall comply with this ordinance and the Mississippi Condominium Law. **Condo plat applications shall be submitted to the City Planner together with the fee established by resolution of the Mayor and Board of Aldermen.** In order to receive a certificate of occupancy, the provisions of this regulation must be adhered to and shall apply to property divided or to be divided into condominiums only if there shall be recorded in the office of the Chancery Clerk in Oktibbeha County a plan consisting of the following:

- a. A description or survey map of the surface of the land included within the project.
- b. Diagrammatic floor plans of the building or buildings built or to be built thereon in sufficient detail to identify each unit, its relative location and **approximate dimensions dimensioned per state statute.**
- c. A certificate consenting to the recordation of such plan pursuant to this chapter signed and acknowledged by the record owner of such real property and all record holders of security interests therein. Such plan may be amended or revoked by a subsequently acknowledged recorded instrument executed by the record owner of such real property and by all record holders of security interests therein. Until such recordation of a revocation, the provisions of this chapter shall continue to apply to such real property. The term "record owner" as used in this section includes all of the record owners of such real property at the time of recordation, but does not include holders of security interests, mineral or royalty interests, easements, or rights-of-way. The plat shall include all required condo plat specifications and condo plat certificates specified in section 2.2.9.

**2.2.8.2** These regulations shall apply to any land and improvements where portions of which are designated for separate ownership and the remainder of which is designated for common ownership by the owners of these portions. To obtain **condo-plat** approval of a condo plat, an applicant or applicant's authorized agent shall secure approval of such proposed condo plat in accordance with the following procedure:

**a. Condo plat review**

- i. The condo plat and any other relevant information deemed appropriate shall be submitted to the planning department for review by the Development Review Committee ten (10) days prior to a scheduled meeting.

**b. Condo final plat**

- i. After the condo plat has been determined to be acceptable by the Development Review Committee, the staff shall be authorized to execute a certificate of condo final plat approval.
- ii. One (1) paper copy and a digital copy of the approved condo final plat shall be retained in the Planning Department's files.

## **2.2.9 Plat Specifications and Certifications**

### **2.2.9.1 Preliminary plat**

#### **a. Preliminary engineering certificate**

##### **PRELIMINARY CERTIFICATE OF ACCURACY**

I, \_\_\_\_\_, hereby certify that this proposed preliminary plat correctly represents a survey completed by me or under my supervision on \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_, 20 \_\_\_\_\_; and is a true and correct representation of surveys made on the ground; and that all monuments which were found or placed on the property are correctly described and located.

\_\_\_\_\_  
Date of Execution      (signature of Registered Professional Engineer or Surveyor)  
                                         (Printed Name of Registered Professional Engineer or Surveyor)  
                                         No. (license number), Mississippi

### **2.2.9.2 Final plat, minor final plat, and lot aggregation**

#### **a. Certificate of ownership.** If multiple owners, add a signature line for each owner

##### **CERTIFICATE OF OWNERSHIP**

I (We), the undersigned, owner(s) or lien holder of the real estate shown and described herein do hereby certify that I (we) have laid off, platted, and subdivided, and do hereby lay off, plat and subdivide the real state in accordance with the within plat.

\_\_\_\_\_  
Date of Execution      (signature of Owner)  
                                         (Printed Name of Owner/Lien Holder and Title if Applicable)  
                                         (Address of Owner/Lien Holder)

\_\_\_\_\_  
Date of Execution      (signature of Notary Public)  
                                         (Printed Name of Notary Public)

#### **b. Certificate of recording**

##### **CERTIFICATE OF RECORDING**

This document, Number \_\_\_\_\_, filed for record on this the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, in Plat Book, \_\_\_\_\_, page \_\_\_\_\_.

(signature of Chancery Clerk)

(Printed Name of Chancery Clerk), Chancery Clerk

Oktibbeha County, Mississippi

**c. Certificate of engineering accuracy**

CERTIFICATE OF ACCURACY

I, (Print Name), hereby certify that this plat correctly represents a survey and plan made by me or under my supervision; that all monuments shown hereon actually exist and their location, size, type and material are correctly shown; and that all requirements of the Starkville, Mississippi, Subdivision Regulations have been fully complied with.

|                   |                                                                    |
|-------------------|--------------------------------------------------------------------|
| _____             | <u>(signature of Registered Professional Engineer or Surveyor)</u> |
| Date of Execution | (Printed Name of Registered Professional Engineer or Surveyor)     |
|                   | No. (license number), Mississippi                                  |

**d. Certificate of final approval**

CERTIFICATE OF FINAL APPROVAL

Pursuant to the subdivision regulations of the City of Starkville, Mississippi, this document was approved by the Development Review Committee. All of the conditions of approval having been completed, this document is hereby accepted, and this certificate executed under the authority of these regulations:

|                   |                                                                     |
|-------------------|---------------------------------------------------------------------|
| _____             | <u>(signature of City Engineer)</u>                                 |
| Date of Execution | City Engineer                                                       |
| _____             | <u>(signature of City Planner)</u>                                  |
| Date of Execution | City Planner                                                        |
| _____             | <u>(signature of Fire Department Representative)</u>                |
| Date of Execution | Fire Department                                                     |
| _____             | <u>(signature of Utility Department Water/Sewer Representative)</u> |
| Date of Execution | Utility Department Water/Sewer                                      |
| _____             | <u>(signature of Utility Department Electric Representative)</u>    |
| Date of Execution | Utility Department Electric                                         |

Pursuant to subdivision regulations of the City of Starkville, Mississippi, this document was given approval by the Mayor and Board of Aldermen at a meeting held on this the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_. All of the conditions of approval having been completed, this document is hereby accepted, and this certificate executed under authority of these regulations, provided, however, this approval shall be invalid, null and

void, unless this plat is filed with the chancery clerk within six months hereafter.

\_\_\_\_\_  
Date of Execution      (signature of Mayor)  
Mayor, City of Starkville, Mississippi

\_\_\_\_\_  
Date of Execution      (signature of City Clerk)  
City Clerk

### 2.2.9.3 Condo Plat

- a. **Certificate of ownership.** If multiple owners, add a signature line for each owner

#### CERTIFICATE OF OWNERSHIP

I (We), the undersigned, record owner(s) of the real estate shown and described herein do hereby certify that I (we) have laid off, platted, and subdivided, and do hereby lay off, plat and subdivide the real state in accordance with the within plat.

\_\_\_\_\_  
Date of Execution      (signature of Owner)  
(Printed Name of Record Owner and Title if Applicable)  
(Address of Owner/Lien Holder)

\_\_\_\_\_  
Date of Execution      (signature of Notary Public)  
(Printed Name of Notary Public)

- b. **Certificate of recording**

#### CERTIFICATE OF RECORDING

This document, Number \_\_\_\_\_, filed for record on this the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, in Plat Book, \_\_\_\_\_, page \_\_\_\_\_.

\_\_\_\_\_  
(signature of Chancery Clerk)  
(Printed Name of Chancery Clerk), Chancery Clerk  
Oktibbeha County, Mississippi

- c. **Certificate of engineering accuracy**

#### CERTIFICATE OF ACCURACY

I, (Print Name), hereby certify that this plat correctly represents a survey and plan made by me or under my supervision; that all monuments shown hereon actually exist and their location, size, type and material are correctly shown; and that all requirements of the Starkville, Mississippi, Subdivision Regulations have been fully complied with.

|                   |                                                                                                     |
|-------------------|-----------------------------------------------------------------------------------------------------|
|                   | (signature of Registered Professional Engineer or Surveyor)                                         |
| Date of Execution | (Printed Name of Registered Professional Engineer or Surveyor)<br>No. (license number), Mississippi |

**d. Certificate of final approval**

CERTIFICATE OF FINAL APPROVAL

Pursuant to the condominium regulations of the City of Starkville, Mississippi, this document was approved by the Development Review Committee. All of the conditions of approval having been completed, this document is hereby accepted, and this certificate executed under the authority of these regulations:

|                   |                                                              |
|-------------------|--------------------------------------------------------------|
|                   | (signature of City Engineer)                                 |
| Date of Execution | City Engineer                                                |
|                   | (signature of City Planner)                                  |
| Date of Execution | City Planner                                                 |
|                   | (signature of Fire Department Representative)                |
| Date of Execution | Fire Department                                              |
|                   | (signature of Utility Department Water/Sewer Representative) |
| Date of Execution | Utility Department Water/Sewer                               |
|                   | (signature of Utility Department Electric Representative)    |
| Date of Execution | Utility Department Electric                                  |

**2.2.10 Designation of Landmarks, Landmark Sites, and Historic Districts**

The City may establish landmarks, landmark sites, and historic districts within the area of its jurisdiction. Such landmarks, landmark sites, or historic districts shall be designated following the criteria as specified in this article.

**2.2.10.1** The Historic Preservation Commission shall initiate a continuing and thorough investigation of the archaeological, architectural, cultural, and historic significance of the city's resources. The findings shall be collected in a cohesive format, made a matter of public record, and made available for public inspection. The Commission shall work toward providing complete documentation for locally designated historic districts, which would include:

- a. An inventory of all property within the boundary of the district, with photographs of each building and an evaluation of its significance to the district. Building evaluations are to be used only as a reference or guide and shall not be used as the determining factor for issuing or denying a certificate or appropriateness.
- b. An inventory, which would be in format consistent with the statewide inventory format of the Historic Preservation Division of the Mississippi Department of Archives and History.

- 2.2.10.2** The Historic Preservation Commission shall advise the City on the designation of historic districts, landmarks, or landmark sites and submit or cause to be prepared ordinances to make such designations that will be considered by the Mayor and Board of Aldermen.
- 2.2.10.3** A resource or resources may be nominated for designation upon motion of three members of the Historic Preservation Commission or by an owner of the property. A nomination shall contain information as specified by the Commission. The Commission must reach a decision on whether to recommend a proposed nomination to the city within six (6) months in the case of a historic district and two (2) months in the case of either a landmark or landmark site.
- 2.2.10.4** If the Historic Preservation Commission votes to recommend to the City the designation of a proposed resource, it promptly forwards to the City its recommendation, in writing, together with an accompanying file.
- 2.2.10.5** The Historic Preservation Commission's recommendations to the City for the designation of a historic district shall be accompanied by:
- a.* A map of the historic district that clearly delineates the boundaries.
  - b.* A verbal boundary description and justification.
  - c.* A written statement of significance for the proposed historic district.
- 2.2.10.6** After the nomination of a resource to the City for possible local designation, the resource shall be fully protected by the provisions of this article for a period of six (6) months, as if it were already designated.
- 2.2.10.7** Any property designated under a previous city ordinance shall remain designated.
- 2.2.10.8** No historic district or districts shall be designated until the Mississippi Department of Archives and History has been notified by certified letter by the City and invited to make recommendations concerning the proposed district boundaries. The Mississippi Department of Archives and History may comment by letter, e-mail, or other written communication. The City shall provide to the Mississippi Department of Archives and History the dates of the next two public meetings at which action on the designation of such a district might be taken so that the Mississippi Department of Archives and History may comment in a timely manner. Failure of the Mississippi Department of Archives and History to comment by the date of the second such meeting shall relieve the City of any responsibility for awaiting and responding to such analysis, and the City may at any time thereafter take any necessary action to create the proposed historic district.
- 2.2.10.9** If a proposed ordinance is to designate a landmark or landmark site, the Mississippi Department of Archives and History need not be consulted.

**2.2.10.10** The City shall conduct a public hearing, after notice, to discuss the proposed designation and boundaries thereof. A notice of the hearing shall be published once a week for at least three consecutive weeks in at least one (1) newspaper published in the City. If a newspaper is not published in the City, then the notice shall be published in a paper published in the county. The first publication of such notice shall be made not less than twenty-one (21) days prior to the date fixed in the resolution for the public hearing and the last publication shall be made not more than seven (7) days prior to such date.

**2.2.10.11** Within sixty (60) calendar days after the public hearing held in connection herewith, the City shall adopt the ordinance as proposed, reject it entirely, or adopt the ordinance with modifications.

**2.2.10.12** Furthermore, the Historic Preservation Commission shall notify, as soon as is reasonably possible, the appropriate state, county, and municipal agencies of the official designation of all landmarks, landmark sites, and historic districts. An updated list and map shall be maintained by such agencies and made available to the public.

#### **2.2.11 Certificates of Appropriateness and Historic Districts**

The purpose and intent of this article is that no exterior feature of any historic resource within a locally designated historic district shall be altered, relocated, or demolished until after an application for a Certificate of Appropriateness of such work has been recommended by the Starkville Historic Preservation Commission and approved by the Mayor and Board of Aldermen. Likewise, no construction that affects a historic resource shall be undertaken without a Certificate of Appropriateness.

**2.2.11.1 Criteria for issuance of certificates of appropriateness.** The Historic Preservation Commission and the City shall use the following criteria in granting or denying certificates of appropriateness (COA):

**a. General factors criteria**

- i. Architectural design of the existing building, structure, or appurtenance and proposed alteration
- ii. Historical significance of the resource
- iii. General appearance of the resource
- iv. Condition of the resource
- v. Materials composing the resource
- vi. Size of the resource
- vii. The relationship of the above factors to, and their effect upon the immediate surroundings and, if within a historic district, upon the district

as a whole and its architectural and historical character and integrity.

**b. New construction criteria**

- i. In advance of new construction, steps shall be taken to ensure evaluation of possible archaeological resources, as set forth in the Mississippi Antiquities Act.
- ii. The following aspects of new construction shall be visually compatible with the buildings and environment with which the new construction is visually related, including but not limited to: the height, the gross volume, the proportion between width and height of the facade(s), the proportions and relationship between doors and windows, the rhythm of solids to voids created by openings in the facade, the materials, the textures, the colors, the patterns, the trims, and the design of the roof.
- iii. Existing rhythm created by existing building masses and spaces between them shall be preserved.
- iv. The landscape plan shall be compatible with the resource, and it shall be visually compatible with the environment with which it is visually related. Landscaping shall also not prove detrimental to the fabric of a resource, or adjacent public or private improvements like sidewalks and walls.
- v. No specific architectural style shall be required.

**c. Exterior alteration criteria**

- i. All exterior alterations to a building, structure, object, site, or landscape feature shall be compatible with the historic resource itself and other resources with which it is related (as is provided in this article), and the original design of a building, structure, object, or landscape feature shall be considered in applying these standards.
- ii. Exterior alterations shall not affect the architectural character or historic quality of a landmark and shall not destroy the significance of landmark sites.

**d. Demolition criteria.** In considering an application for the demolition of a landmark or a historic resource within a historic district, the following shall be considered:

- i. The Historic Preservation Commission shall consider the individual architectural, cultural, and/or historical significance of the historic resource.
- ii. The Historic Preservation Commission shall consider the importance or contribution of the resource to the architectural character of the district.

- iii. The Historic Preservation Commission shall consider the importance or contribution of the resource to neighboring property values.
- iv. The Historic Preservation Commission shall consider the difficulty or impossibility of reproducing such a resource because of its texture, design, material, or detail.
- v. Following recommendation for approval of demolition, the applicant must seek approval of replacement plans, set forth in this article, prior to receiving a demolition permit and other permits. Replacement plans for this purpose shall include, but shall not be restricted to, project concept, preliminary elevations and site plans, and completed working drawings for at least the foundation plan which will enable the applicant to receive a permit for foundation construction.
- vi. Applicants that have received a recommendation for demolition shall be permitted to receive such demolition permit without additional Commission action on demolition, following the Commission's recommendation of a permit for new construction. Permits for demolition and construction shall be issued simultaneously if requirements of the article are met, and the applicant provides financial proof of his ability to complete the project.
- vii. When the Historic Preservation Commission recommends approval of demolition of a resource, a permit shall not be issued until all plans for the site have received approval from all appropriate City boards, commissions, departments, and agencies.

**2.2.11.2 Procedures for issuance of certificates of appropriateness.** Anyone desiring to take action requiring a certificate of appropriateness concerning a historic resource for which a permit, variance, or other authorization from either the City Building Official or the City is also required, shall make application therefore in the form and manner required by the applicable code section. Any such application shall also be considered an application for a Certificate of Appropriateness and shall include such additional information as may be required by the Commission. Completed application packages are due by 5:00 p.m. on the deadline date as set forth by the approved Historic Preservation Commission schedule. After receipt of any such application by the planning department, the City Building Official shall be assured that the application is proper and complete. No building permit shall be issued by the City Building Official that affects a historic resource without a certificate of appropriateness. In the event that a building permit need not be obtained for a building, structure, or object to be erected within a historic district or on a landmark or landmark site, a certificate of appropriateness is still required before such building, structure, or object may be erected. Thereafter, such application shall be reviewed in accordance with the following procedure:

- a. **Application.** All applications for certificate of appropriateness shall be in the

form required and provided by the City Planner. Completed application packages are due by 5:00 pm on the deadline date as set forth by the approved Historic Preservation Commission schedule. Such application shall be submitted to the City Planner with the fee established by resolution of the Mayor and Board of Aldermen. A “complete application” shall include the application form, the applicable fee (as determined by resolution) to cover the cost of advertisement and mailing of notices to adjacent property owners and all required supplemental information necessary to render determinations related to the certificate of appropriateness request including:

- i. **Interest and ownership.** The applicant’s name, address, and interest in the application, the concurrence of the owner or owners of the entire land area and structures to be included within the subject property.
- ii. **Applicant statement.** A statement explaining the reason for the certificate of appropriateness request.

**b. Administrative examination**

- i. The applicant shall, upon request, have the right to a preliminary conference with the planning department for the purpose of making any changes or adjustments to the application that might be more consistent with the Historic Preservation Commission’s standards.
- ii. Upon receipt of an application for a certificate of appropriateness, the City Planner shall examine, or cause to be examined, the application and shall make such investigation into the proposed certificate of appropriateness as is necessary. If the application is determined to be complete, the City Planner shall place the item on the agenda for the Historic Preservation Commission. The date the item will be heard by the commission shall be determined by the Historic Preservation Commission’s schedule.
- iii. The Historic Preservation Commission shall delegate their certificate of appropriateness approval authority to the City Planner for specified minor issues for which clear standards exist that require no subjective interpretation, such as signage. The Commission Chair and/or Vice-Chair shall be consulted on such approvals and the Commission shall be notified at their next regular meeting.

- c. **Public hearing.** Upon receipt of a completed application for a certificate of appropriateness by the City Planner, the Historic Preservation Commission shall hold a public hearing in accordance with the procedures cited in this section. The Commission shall recommend approval with or without conditions or deny the request. If recommended for approval, the request will then be scheduled to be heard by the Mayor and Board of Aldermen.

- d. **Notice and public hearing procedure for certificate of appropriateness.** In considering and acting upon applications for certificate of appropriateness, the following procedures shall be observed:

- i. **Legal ad.** A legal ad shall be placed in the newspaper of record for Starkville with the following information: governing body to hear the request, date of the request, time of the request, location of the public hearing, reason for the request, and legal description of the property.
  - ii. **Posting.** The City Planner shall place a sign at City Hall in a conspicuous location at least fifteen (15) calendar days prior to the public hearing, notifying the general public of the request. The sign shall remain in place until either an approval or denial by the Historic Preservation Commission or the Board of Aldermen.
- e. **Applicant to pay costs.** All costs of notification shall be paid by the applicant **together with the fee established by resolution of the Mayor and Board of Aldermen.** Costs which exceed that paid at time of application shall be billed and paid by the applicant prior to the Board of Aldermen's public hearing.
- f. **Appearance and presentation.** At any public hearing upon any matter subject to the provisions of this article, the applicant seeking the certificate of appropriateness and any other party desiring to be heard upon the application may appear in person, by agent or by attorney. The applicant shall be entitled to make a presentation and at the conclusion of presentations or statements by all other parties, shall be entitled to offer a statement in rebuttal if desired. The chairman of the Historic Preservation Commission shall, at the commencement of the hearing upon each application or at any time during such hearing, require that parties desiring to make a presentation identify themselves and may specify the time to be allowed each such party within which to make such presentation.
- g. **Action**
- i. In all cases of applications affecting National Historic Landmarks, at least two-thirds of the members of the Historic Preservation Commission must recommend approval of a certificate of appropriateness for it to be forwarded to the Mayor and Board of Aldermen for their consideration.
  - ii. The Commission shall have the right to recommend changes and modifications to enable the applicant to meet the requirements of the Commission.
  - iii. If approval is recommended by the Historic Preservation Commission, that recommendation and any specific conditions for approval shall be forwarded to the Mayor and Board of Aldermen for their binding decision.
  - iv. Whenever the Commission shall recommend denial of a certificate of appropriateness, an applicant may resubmit a new application at any time, except that an applicant must wait six (6) months whenever an application for a certificate of appropriateness is denied for a landmark property of statewide or national significance, and notice of any second or subsequent application must be sent to the Mississippi Department of

Archives and History as well as to the local Historic Preservation Commission.

- v. Denial of a certificate of appropriateness shall be binding upon the City Building Official and shall prevent the issuance of other building permits for the same parcel until a certificate of appropriateness is approved. The City Planner shall be responsible for signing of the building department's "building permit routing form" for the issuance of a building permit for all applicable structures.

- h. **Expiration.** A certificate of appropriateness shall expire after six (6) months if work has not begun.

- i. **Appeal.** Any person aggrieved by a decision of the Historic Preservation Commission in approving or denying an application for a certificate of appropriateness may, within five (5) business days from the date of the public hearing with the Historic Preservation Commission, file a written request to the City Planner appealing the decision and thereupon, the Mayor and Board of Aldermen shall proceed to review said decision. An appeal must be noticed fifteen (15) days prior to the public hearing by legal ad in accordance with section 2.2.11.2 (d). At the public hearing, the decision of the Historic Preservation Commission shall either be affirmed, modified or reversed by the Board of Aldermen.

- j. **Effect of certificate of approval**

- i. The issuance of a COA shall not relieve an applicant from obtaining a building permit, special use permit, variance, or other authorization from compliance with any other requirement or provision of the laws of the City concerning zoning, construction, repair, or demolition.
- ii. A certificate of appropriateness may be required for work that does not require a building permit. A certificate of appropriateness may be evidenced by either a written and dated letter to an owner or applicant or such a letter accompanied by a signed and dated stamp on the face of any and all architectural or project drawings prepared for a project.

- k. **Unreasonable economic hardship**

- i. **Required applicant information.** When a claim of unreasonable economic hardship is made due to the effect of this Code's historic zoning provisions, the owner of record must present evidence sufficient to prove that, as a result of the Historic Preservation Commission's action, he/she is unable to obtain a reasonable financial return or a reasonable beneficial use. The owner of record shall submit by affidavit to the Commission for its review at least the following information:

- (1) Date the property was acquired by its current owner
- (2) Price paid for the property (if acquired by purchase) and the relationship (if any) between the buyer and the seller of the property
- (3) Mortgage history of the property, including current mortgage

- (4) Current market value of the property
- (5) Equity in current use and in alternative uses
- (6) Past and current income and expense statements for a two (2) year period
- (7) Past capital expenditures during ownership of current owner
- (8) Appraisals of the property obtained within the previous two (2) years
- (9) Income and property tax factors affecting the property

**ii. Additional information considered**

- (1) The Historic Preservation Commission may require that an applicant furnish additional information relevant to its determination of unreasonable economic hardship.
- (2) The Commission may receive and consider studies and economic analyses from other city agencies and from private organizations relating to the property in question.

**iii. Commission decision**

- (1) Should the Historic Preservation Commission determine that the owner's present financial return is not reasonable, it must consider whether there are other uses currently allowed that would provide a reasonable financial return and whether such a return could be obtained through investment in the property for rehabilitation purposes.
- (2) Should the applicant satisfy the Commission that he/she will suffer an unreasonable economic hardship if a certificate of appropriateness is not approved, such certificate of appropriateness must be approved.

**iv. Appeals.** The applicant who desires to appeal a recommendation by the Historic Preservation Commission shall file a written appeal to the City Planner within ten (10) calendar days after the recommendation of the issue by the Commission. Any such appeal shall be reviewed by the Mayor and Board of Aldermen at their next regularly scheduled meeting upon the record established before the Commission after the formal approval of the minutes of the Commission at which the matter was decided. Any local property owner or organization that is aggrieved or damaged by the Commission's recommendation may appeal in the same manner.

## **2.2.12 Exceptions, Variances and Administrative Adjustments for Transect Districts**

There are three types of permitted deviations from the requirements of the form-based section of this Code:

### **2.2.12.1 Exception**

- a. Requests for exception shall only be permitted as specifically indicated in this Section.
- b. To apply for an exception, the applicant shall provide the following:
  - i. The specific exception(s) requested including citation from this Code's form-based section and why the Exception is being sought.
  - ii. Maps, text, drawings and/or statistical data related to the requested Exception(s).
- c. No exception shall be approved unless the Planning and Zoning Commission recommends to the Mayor and Board of Aldermen that the approval would:
  - i. Be consistent with the intent of the Transect Districts of this Code's form based section.
  - ii. Be consistent with the goals, objectives and policies of the City of Starkville's Comprehensive Plan.
- d. Any recommendation regarding an approval or denial of an Exception shall state, in writing, the reasons for the approval or denial.
- e. Each exception shall be considered unique and shall not set precedent for others.
- f. The following standards and requirements shall not be available for exceptions (i.e. do not meet the intent of the code):
  - i. Requirements of parking location.
  - ii. Requirements for frontage.
- g. All exception requests shall be advertised pursuant to section 2.2.2.6.f.

**2.2.12.2 Dimensional variances.** All Dimensional Variance requests shall be reviewed and advertised pursuant to section 2.2.3.2.e.

**2.2.12.3 Administrative adjustments.** The Planning Department has the discretion to approve any site or building plan that deviates less than fifteen (15) percent from any specific numerical standard prescribed in this Code.

**2.2.13 Nonconformities.** Any parcel of land, use, building, structure, or feature lawfully existing on the date of enactment of this Code, brought into the City by annexation, or on the date of a zoning map change that does not conform to the requirements of the district in which it is located may be continued and maintained in accordance with the provisions of this section and other applicable provisions of this Code. Nonconformities may continue as prescribed, but the provisions of this section are designed to curtail substantial investment in nonconformities and to bring about their eventual conformity

or elimination. Nonconformities shall be further defined according to one of the types of nonconformities listed below, or combination thereof, for the purpose of regulation.

**2.2.13.1 Nonconforming lots.** A legal nonconforming lot is a lot existing legally at the time of the passage of this Code, or the time of annexation into the City's jurisdiction, which does not by reason of design or dimensions conform to the regulations of the district in which it is located. A lot established after the passage of this Code, which does not conform to regulations of the district in which it is located, shall be considered an illegal nonconforming lot and is a violation of this Code. Legal nonconforming lots may continue only in accordance with the following provisions.

- a. **Vacant lots.** Vacant lots for which plats or deeds have been recorded in the office of the Chancery Clerk for Oktibbeha County, which fails to comply with the minimum area or other dimensional requirements of the districts in which they are located may be used for any of the uses permitted in the district in which it is located, provided that:
  - i. Where the lot area is not more than 20% below the minimum specified in this Code, and other dimensional requirements are otherwise complied with, the Planning Department is authorized to issue a certificate of zoning compliance
  - ii. Where the lot area is more than 20% below the minimum specified in this Code, or other dimensional requirements cannot be met, the Board of Adjustments and Appeals has approved a variance establishing site-specific dimensional requirements
- b. **Combination of nonconforming vacant lots.** When two or more adjacent and vacant nonconforming lots are in single ownership, and either of such lots individually has less frontage or area than the minimum requirements of the district in which they are located, these lots shall be combined into a single lot of record by means of a lot aggregation. The property owner may choose to resubdivide such lots in conformity with this Code in order to create two or more legal lots of record.

**2.2.13.2 Nonconforming uses.** A legal nonconforming use is a use existing legally at the time of the passage of this Code, or the time of annexation into the City's jurisdiction, which does not by reason of use conform to the regulations of the district in which it is located. A use established after the passage of this Code which does not conform to regulations of the district in which it is located shall be considered an illegal nonconforming use and is a violation of this Code. Legal nonconforming uses of land or structures may continue only in accordance with all of the following provisions:

- a. **Expansion prohibited.** All request for expansions of a nonconforming use shall be processed and reviewed as a conditional use. Expansion shall include an intensification of use, a physical expansion that results in increased

capacity or activity associated with the use, an extension of the hours of operation or number of days of activity, and any similar change in activity or location.

- b. **Relocation restrictions.** A nonconforming use shall not be moved from one location on a site to another location on the same site unless the property owner can demonstrate to the satisfaction of the Planning Department that the relocation of the use will not increase the impacts of such use on the public, will not adversely affect adjacent properties, and will not have the effect of making the nonconformity more permanent.
- c. **Change of use must conform.** A nonconforming use shall not be changed to any other use unless the new use conforms to the standards of the zoning district in which it is located. Once a nonconforming use is changed to a conforming use, a nonconforming use shall not be re-established.
- d. **Reestablished restricted.** A legal nonconforming use, when discontinued or abandoned, shall not be resumed. Discontinuance or abandonment shall be defined as:
  - i. When land used for a legal nonconforming use ceases to be used in a genuine manner for one calendar month.
  - ii. When a building designed or arranged for a nonconforming use ceases to be used in a genuine manner as a legal nonconforming use for a continuous period of six consecutive calendar months.
  - iii. When a building designed or arranged for a conforming use ceases to be used in a genuine manner as a legal nonconforming use for a continuous period of six consecutive calendar months.
- e. **Structural alterations restricted.** No structural changes shall be made in any structure occupied by a nonconforming use except as follows:
  - i. Structural changes ordered by an authorized official in order to insure the safety of the structure shall be permitted.
  - ii. Maintenance and repairs to keep a structure in sound condition shall be permitted.
  - iii. Structural changes necessary to convert the nonconforming use to a conforming use shall be permitted.
  - iv. An existing nonconforming residential structure may be enlarged or altered provided no additional dwelling units are created. Any such enlargement or alterations shall be in compliance with all yard requirements of the district for the use.

- v. The structure and its accompanying use may be moved to another location on the lot so long as the structure meets all applicable requirements of the district.
- vi. Expansion of a nonconforming use of a building or structure into portions of the structure that, at the time the use became nonconforming, were already erected, and arranged or designed for such nonconforming use is permissible.

**2.2.13.3 Nonconforming structures, excluding signs.** A legal nonconforming structure is a building or structure existing legally at the time of the passage of this Code, or the time of annexation into the City's jurisdiction, which does not by reason of design or dimensions conform to the regulations of the district in which it is situated. A structure established after the passage of this Ordinance which does not conform to regulations of the district in which it is situated shall be considered an illegal nonconforming structure and is a violation of this Code. Legal nonconforming structures may continue only in accordance with all of the following provisions:

- a. **Continuation permitted.** A nonconforming structure devoted to a use permitted in the zoning district in which it is located, may continue only in accordance with the provisions of this Section.
- b. **Repair and maintenance permitted.** Normal repair and maintenance may be performed to allow the continuation of a nonconforming structure.
- c. **Certain enlargements permitted.** Any nonconforming structure may be enlarged if the expansion does not increase the nonconformity.
- d. **Changes for conversion permitted.** Structural changes necessary to convert the nonconforming use to a conforming use shall be permitted.
- e. **Movement restricted.** A nonconforming structure shall not be moved unless afterwards it conforms to the standards of the zoning district in which it is located.
- f. **Repair and restoration restricted.** A nonconforming structure destroyed or damaged by any means to an extent of less than fifty (50) percent of its tax assessed value at the time of destruction, may be repaired or restored if:
  - i. A building permit for the repair or restoration is issued within one hundred and eighty (180) calendar days of the date of the damage and remains valid until the repairs or restoration are complete.
  - ii. The type of structure conforms to the standards of the regulations for the zoning district in which it is located; however, if the structure is used for the same purpose as before the destruction, the new structure may be rebuilt using the same materials.

iii. The total amount of space devoted to a nonconforming use is not increased, and the degree of nonconformity in the structure is not increased.

- g. Conformity.** If the Planning Department determines that the building or structure has been damaged to such an extent that the repair costs will exceed fifty (50) percent of the tax value of the building or structure as it existed before the damage occurred, future use of the building and site must conform to the regulations of the district in which it is located. However, any building or structure listed on the National Register of Historic Places or any building certified as a state historic building may be rebuilt or restored to its original dimensions or the dimensions of the building or structure before such damage occurred, provided such restoration conforms to the Secretary of Interior Standards for Rehabilitation. For the purposes of this Section, the extent of damage or destruction shall be determined by comparing the estimated cost of repair or restoration with the current assessed tax value.
- h. Replacement restricted.** A nonconforming structure shall not be replaced with another nonconforming structure regardless of the degree of nonconformity

**2.2.13.4 Nonconforming feature.** A legal nonconforming feature is a physical characteristic existing legally at the time of the passage of this Code, or the time of annexation into the city's jurisdiction, which does not because of design or dimension conform to the regulations of the district in which it is situated. Nonconforming features include, but are not limited to, physical characteristics of development that exceed allowable maximum standards (e.g. impervious surface, structure height, etc.), and those that lack or fall short of required minimum standards (e.g. sight triangle, off-street parking, loading spaces, buffer width, and landscaping etc.). A feature added or changed after the passage of this Code which does not conform to regulations of the district in which it is situated shall be considered an illegal nonconforming feature and is a violation of this Code. Legal nonconforming features may be continued subject to the following limitations.

- a. Increase in nonconformity prohibited.** No action shall be taken which increases the degree or extent of the nonconformity. Any enlargement, extension, structural alteration, layout changes, access modifications, landscaping, and other changes to the site shall conform to all current requirements of this Section.
- b. Continuation permitted.** For development existing (or for which a vested right had been established) before the effective date of current regulations, nonconforming features created by a change in regulations may continue to exist, and structures with such nonconforming features may be reconstructed if demolished or destroyed.

**2.2.13.5 Nonconforming accessory uses and structures.** No nonconforming accessory

use or accessory structure shall continue after the principal use or structure is terminated by abandonment, discontinuance, damage, or destruction unless such accessory use or accessory structure after that is made to conform to the standards for the zoning district in which it is located.

**2.2.13.6 Nonconforming manufactured home parks.**

- a. **Expansion prohibited.** Nonconforming manufactured home parks may not be expanded or increased in size which shall include adding spaces to the park.
- b. **Replacement of park prohibited.** When a nonconforming manufactured home park is vacated, the park shall not be reestablished.

**2.2.13.7 Changes of tenancy and ownership.** There may be a change in tenancy or ownership of an existing nonconforming use or structure provided there is no change in the nature or character of such nonconforming use or structure except as permitted in this Section.

**2.2.13.8 Nonconforming outdoor advertising (billboards) sign.** The requirements of this section shall not apply to signs that are classified as class I outdoor advertising (billboard) signs.

**2.2.13.9 Certificate of zoning compliance required.** No nonconforming use, building, structure, or feature shall be maintained, renewed, changed, or extended until a Certificate of Zoning Compliance has been issued by the Planning Department. The certificate of zoning compliance shall state specifically how nonconformity differs from the provisions of this Code. The burden of proof, based on public records, as to the legality of the nonconforming use rests with the property owner and may require a notarized affidavit submitted by the owner stating such as part of the application in the absence of satisfactory records.

**2.2.14 Building Permit Requirements.** It shall be unlawful to commence the excavation for or the construction of any building or other structure, including accessory structures, or to store building materials or to erect temporary field offices, or to commence the moving, alteration, or repair of any structure, including accessory structures, until the Building Codes Official of the City has issued for such work a building permit including a statement that the plans, specifications, and intended use of such structure in all respects conform with the provisions of this Code. With the following Specifications:

**2.2.14.1 Applicability and filing procedure.** All commercial, residential, and mixed-use developments, any construction or alternation that are not exempt under current IBC, IRC, State, and locally adopted codes are required to have a permit.

a. Residential

i. Permitting required:

- (1) Any addition or alteration in excess of one thousand dollars (\$1,000).

- (2) All dwelling units including accessory dwellings regardless of square footage.

ii. Exempt from permitting:

- (1) Re-roofing
  - (2) Fences
  - (3) Platforms, walks, decks, and driveways not exceeding thirty (30) inches above grade.
  - (4) Detached accessory structures not used for human habitation/dwellings up to one hundred and twenty (120) square feet.
  - (5) Prefabricated above ground swimming pools, twenty-four (24) inches in depth, and does not exceed five thousand (5,000) gallons.
  - (6) Retaining walls four (4) foot or less in height.
  - (7) Direct window replacement with no structural changes.
  - (8) Painting, papering, tiling, carpeting, installation of cabinets or counter tops, and similar finish work.
- b. Commercial. For commercial and mixed-use developments any construction or alternation in excess of one thousand dollars (\$1,000).

**2.2.14.2 Review and action by the Planning Department.** The Planning Department shall review all application to verify compliance with the Unified Development Code. If anything is found to be out of compliance and/or requires additional approval from an advisory board or the Board of Aldermen, the Planning Department shall notify the applicant.

**2.2.14.3 Building permit application requirements.** All building and site plans shall be designed to meet the 2012 International Building Code, 2012 International Residential Code, 2011 National Electrical Code, State Codes, and Local Codes.

- a. **Application.** An application for a building permit shall be made to the Building Department of the City on forms provided for that purpose along with the required fees. If site plan approval is required by the Development Review Committee and building design approval is required by the Architecture Review Committee, a building permit cannot be issued until such approval is obtained. The application shall include the following:
- b. **Site plan requirements.** Every application shall include a site plan drawn at a scale of one (1) inch to fifty (50) feet or larger. The site plan shall be illustrated on a sheet of eight and half (8.5) inch by eleven (11) inch or eleven (11) inch by seventeen (17) inch paper. Plans shall also be provided digitally as a Portable Document Format (PDF). The following shall be included, at the discretion of the Building Official if applicable:

- i. The actual shape, portion, and dimensions of the lot to be built upon or changed in its use, in whole or in part.
  - ii. The shape, size, and location of all existing and proposed buildings or other structures to be erected, altered or moved.
  - iii. Location of existing and/or proposed driveways and sidewalks if applicable.
  - iv. The height of all proposed buildings or structures.
  - v. Existing and intended use of all proposed buildings or structures.
  - vi. Existing street names.
  - vii. Physical address/E-911 address in conjunction with proposed buildings.
  - viii. The setback and property line of the subject lot.
  - ix. Sidewalk layout, dimensions, and spot elevations if required per ordinance.
  - x. Erosion Control Plan (can be combined with site plan).
  - xi. Any fill placed on site will require a compaction test, in depths not to exceed testing capabilities.
  - xii. Landscape plan if required per ordinance.
  - xiii. A boundary line survey, if determined to be necessary by the Planning Department, prepared by a licensed surveyor may be required.
  - xiv. Additional information may be required as necessary to satisfy provisions of this ordinance, state law, federal law and International Building Code.
- c. **Building plan requirements.** Every application for an addition, new construction, and/or remodeling shall be illustrated on an eighteen (18) inch by twenty-four (24) inch or larger sheets. Plans shall also be provided digitally as a Portable Document Format (PDF). The following shall be included, at the discretion of the Building Official if applicable:
- i. Exterior elevations of structure (front, rear, left side, and right side)
  - ii. Foundation plan designed by a registered Engineer if the building area is four hundred (400) square feet or larger.
  - iii. Floor plans with the square footage of each building listed
  - iv. Electrical panel board and meter base location

- v. Door and window schedule with dimensions
- vi. Show locations of smoke detectors: one (1) in each bedroom, one (1) outside each bedroom area, and one (1) on each floor.
- vii. Clear identification of new, remodeled, and existing portions of building
- viii. Interior and exterior details for ADA requirements
- ix. Soils investigation/test if foundation drawing is required
- x. Indicate fire stopping, rated assemblies, and penetrations
- xi. Automatic fire sprinkler systems
- xii. Fat, oil, and grease interceptor/separator per IPC 1003
- xiii. Location of backflow preventer device per Mississippi Code Annotated §41-26-14

#### **2.2.14.4 Approval, disapproval, and appeal procedure**

- a. **Approval procedure.** If the proposed excavation, construction, moving or alterations as set forth in the application is in conformity with the provisions of this Code, the Building Official of the municipality shall issue a building permit. Issuance of a building permit shall in no case be construed as waiving any provisions of this Code.
- b. **Disapproval procedure.** If an application for a building permit is not approved, the Building Official of the municipality shall state in writing on the application the cause for such disapproval.
- c. **Appeal procedure.** A decision to deny a building permit by the Building Department for any reason that does not require a variance or conditional use, can be appealed to the Board of Adjustments and Appeals. The applicant shall have ten (10) business days to appeal that decision to the Board of Adjustment and Appeals. The appeal will be placed on the Board of Adjustment and Appeals agenda within forty-five (45) days.
- d. **Expiration.** Any building permit issued in accordance with this ordinance and the International Building Code shall become invalid unless the work authorized by it shall have been commenced within one hundred and eighty (180) days after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of one year after the time the work commenced.
- e. **Extension.** A building permit may be extended one or more times for a period not exceeding ninety (90) days at the discretion of the building official.

## **2.2.15 Certificates of Occupancy Requirements**

**2.2.15.1 Certificate of occupancy requirements.** No land, building, or other structure or part thereof hereafter erected, moved, or altered in its use shall be used until the Building Official shall have issued a certificate of occupancy stating that such land or structure or part thereof is found to be in conformity with the provisions of this Code. Within three (3) days after the owner or his agent has notified the Building Official that a building or premises or part thereof is ready for occupancy or use, it shall be the duty of the Building Official to make a final inspection thereof, and to issue a certificate of occupancy if the building or premises or part thereof is found to conform with the provisions of this Code. If such certificate is refused, the Building Official shall state in writing the reasons for refusal to issue the certificate of occupancy.

**2.2.15.2 Temporary certificate of occupancy requirements.** The building permit department may allow a temporary certificate of occupancy valid for a period of thirty (30) days with extensions not to exceed an accumulation of ninety (90) days if all of the following conditions exist:

- a. Except for the completion of landscaping installation, occupancy would normally be allowed.
- b. Completion of the required landscaping before a permanent certificate of occupancy is issued would result in hardship to the applicant as applied to this case, if so determined by the Planning Department.
- c. At the time the temporary certificate of occupancy is requested, the developer/owner shall make financial arrangements (by certificate of deposit, letter of credit, or bond) satisfactory to the city in the amount of three dollars (\$3.00) per square foot of required landscaping not yet in place to ensure that it shall be installed.
- d. Any owner/developer wishing to make such financial arrangements must also grant the city access to the land to install or complete the required landscaping in the event the landscaping installation has not been completed at the end of the required extension period. Such financial arrangements shall be released when the required landscaping is completed.

## **2.2.16 Enforcement & Penalties for Violations**

**2.2.16.1 Enforcing Officer.** The provisions of this Code shall be administered by the City Planner and enforced by the Code Enforcement Officer or other appropriate city employee(s). The Building Official, Code Enforcement Officer, or other appropriate City employee(s) shall have the right to enter upon any premises at any reasonable time for the purpose of making inspections of buildings or premises necessary in carrying out their duties in the enforcement of this Code.

**2.2.16.2 Penalties generally.** Any person violating any provision of the Code shall, upon conviction, be fined not less than one hundred dollars (\$100) nor more than

five thousand dollars (\$5,000) plus court costs for each offense. and each day such violation continues shall constitute a separate offense.

**2.2.16.3 Code enforcement action.** The following shall be the general process for issuance of a violation:

- a. Discovery of alleged violation of the Code of Ordinances
- b. Verification of violation
- c. Issue a written Violation Notice to the owner of the property where the alleged violation occurred and the time frame to correct the violation
- d. Reinspect the code violation for compliance
- e. Upon reinspection, if violation has not come into compliance, a summons will be issued and turned over to Municipal Court for a hearing.
- f. The Judge can issue a judgement against the violator which can result in fines, assessments, additional fees, and/or jail time.

**2.2.16.4 Penalties for violation of erosion control provisions**

- a. Any entity violating any provision of this article shall be deemed guilty of a misdemeanor and fined not less than five hundred dollars (\$500.00) nor more than one thousand dollars per day of violation and/or sixty (60) days in jail or both.
- b. Each twenty-four (24) hour period after notice is given by the City Engineer, Building Official, or other appropriate City employee(s) shall be considered a separate offense hereunder.
- c. An entity found guilty of such violation who fails to remove the sediment after notice is given, shall be required to pay to the city restitution equaling the costs and expenses of removal. In calculating the costs and expenses incurred by the City, a reasonable rate shall be charged for use of all City equipment and employees, with such rate to be at least equal to the costs of contracting the removal of such sediment with a private entity.

**2.2.16.5 Remedies.** In case any building or other structure is erected, constructed, reconstructed, altered, repaired, converted or maintained, or any building, structure or land is used in violation of this Code, the Building Official, Code Enforcement Officer, or any other appropriate authority, or any adjacent or neighboring property owner who would be damaged by such violation, in addition to other remedies, may institute injunction, mandamus, or other appropriate action or proceeding to prevent such unlawful erection, construction, reconstruction, alteration, repair, conversion, maintenance, or use, to correct or abate such violations, or to prevent occupancy of such buildings, structures, or land.

**2.2.16.6 Penalties for historic districts.** The following penalties may be imposed upon

those persons, firms, or corporations found to have violated requirements or prohibitions contained within this Code for historic districts:

- a. Any person who constructs, alters, relocates, or demolishes any resource in violation of this Code shall be required to restore the historic resource to its appearance or setting prior to the violation. Any action to enforce this provision shall be brought by the City of Starkville. This civil remedy shall be in addition to, and not in lieu of, any criminal prosecution and penalty.
- b. If construction, alteration, or relocation of any historic resource occurs without a certificate of appropriateness, then the license of the company, individual, principal owner, or its or his/her successor in interest performing such construction, alteration, or relocation shall be revoked for a period of three (3) years.
- c. If demolition of a historic resource occurs without a certificate of appropriateness, then any permits on the subject property will be denied for a period of three (3) years. No permit will be issued for any structure or structures proposed for the same parcel that would require a footprint larger than the footprint of the demolished structure, or structures. In addition, the owner must rebuild on the site using as much of the original building material as possible, and in general following the same form. In addition, unauthorized demolition of a portion of a structure shall not serve as justification for a demolition permit whenever it can be shown that restoration or rehabilitation would still be feasible. The applicant shall not be entitled to have issued to him/her by any City office a permit allowing any curb cuts on the subject property for a period of three (3) years from and after the date of such demolition.
- d. If a historic landmark or landmark site of statewide or national significance is demolished without review and approval by the Historic Preservation Commission, no permit for any construction on the parcel from which the landmark or landmark site has been removed may be issued for a period of up to twenty-four (24) months.
- e. If demolition of a historic resource occurs without a certificate of appropriateness, then the license of the company, individual, principal owner, or their successor in interest performing such demolition shall be revoked for a period of five (5) years.
- f. The fine imposed upon the determination of a violation shall be not less than one hundred dollars (\$100) nor more than five hundred (\$500). Each day that a violation continues shall constitute a separate offense.

Sec. K. - C-1 business (local shopping) zoning district regulations.

8. All building facades that are visible from public right-of-way or adjacent property zoned residential shall meet these requirements.

a) The following materials are allowed for use on a building façade: brick, wood, fiber cement siding, stucco, natural stone, and split faced concrete masonry units that are tinted and textured. EIFS is not allowed on the first floor walls that are directly adjacent to pedestrian and/or vehicle use areas. The use of EIFS as a facade material shall be subject to the review and approval of the Architectural Review Board. Architectural metal panels may be used as long as the panels make up less than 40 percent of an individual facade.

b) The following materials are not allowed for use on a building facade: smooth faced concrete masonry units, vinyl siding, tilt-up concrete panels, and non-architectural steel panels. {R Panels}.

c) The primary facade colors shall be low reflectance, subtle, neutral or earth tones. The use of high intensity, metallic flake, or fluorescent colors is prohibited.

Sec. L. - C-2 business (general business) zoning district regulations.

8. All building facades that are visible from public right-of-way or adjacent property zoned residential shall meet these requirements.

a) The following materials are allowed for use on a building façade: brick, wood, fiber cement siding, stucco, natural stone, and split faced concrete masonry units that are tinted and textured. EIFS is not allowed on the first floor walls that are directly adjacent to pedestrian and/or vehicle use areas. The use of EIFS as a facade material shall be subject to the review and approval of the Architectural Review Board. Architectural metal panels may be used as long as the panels make up less than 40 percent of an individual facade.

b) The following materials are not allowed for use on a building facade: smooth faced concrete masonry units, vinyl siding, tilt-up concrete panels, and non-architectural steel panels. {R Panels}.

c) The primary facade colors shall be low reflectance, subtle, neutral or earth tones. The use of high intensity, metallic flake, or fluorescent colors is prohibited.

Sec. J. - B-1 buffer district regulations.

8. All building facades that are visible from public right-of-way or adjacent property zoned residential shall meet these requirements.

a) The following materials are allowed for use on a building façade: brick, wood, fiber cement siding, stucco, natural stone, and split faced concrete masonry units that are tinted and textured. EIFS is not allowed on the first floor walls that are directly adjacent to pedestrian and/or vehicle use areas. The use of EIFS as a façade material shall be subject to the review and approval of the Architectural Review Board. Architectural metal panels may be used as long as the panels make up less than 40 percent of an individual facade.

b) The following materials are not allowed for use on a building facade: smooth faced concrete masonry units, vinyl siding, tilt-up concrete panels, and non-architectural steel panels. ~~(R Panels).~~

c) The primary facade colors shall be low reflectance, subtle, neutral or earth tones. The use of high intensity, metallic flake, or fluorescent colors is prohibited.

#### Sec. G. - R-5 residential zoning regulations.

8. All building facades that are visible from public right-of-way or adjacent property zoned residential shall meet these requirements.

a) The following materials are allowed for use on a building façade: brick, wood, fiber cement siding, stucco, natural stone, and split faced concrete masonry units that are tinted and textured. EIFS is not allowed on the first floor walls that are directly adjacent to pedestrian and/or vehicle use areas. The use of EIFS as a facade material shall be subject to the review and approval of the Architectural Review Board. Architectural metal panels may be used as long as the panels make up less than 40 percent of an individual facade.

b) The following materials are not allowed for use on a building facade: smooth faced concrete masonry units, vinyl siding, tilt-up concrete panels, and non-architectural steel panels. ~~(R Panels).~~

c) The primary facade colors shall be low reflectance, subtle, neutral or earth tones. The use of high intensity, metallic flake, or fluorescent colors is prohibited.

#### Section T. 7 – Definitions

Façade: the exterior wall of any building ~~oriented toward or set along a Frontage Line.~~ The following materials are allowed for use on a building façade: brick, wood, fiber cement siding, stucco and natural stone. (see Elevation) EIFS is not allowed on the first floor walls that are directly adjacent to pedestrian and/or vehicle use areas. The use of EIFS as a facade material shall be subject to the review and approval of the Architectural Review Committee.

February 26, 2018

Board of Aldermen  
City of Starkville  
% Mayor Lynn Spruill  
110 West Main Street  
Starkville, MS 39759

Re: Architectural Review

Dear Starkville Elected Officials:

The Starkville Historic Preservation Commission (SHPC) and Planning and Zoning Commission (P&Z) is aware that the City of Starkville is preparing a Unified Development Code and that a component of this code will be some form of architectural-design review for proposed projects. The SHPC and P&Z wishes to support this initiative and urges the City to make this review as informed, substantive, and enforceable as possible.

As one of the city's commissions concerned with the preservation and rehabilitation of the built environment, the SHPC is charged with carrying out surveys in order to identify local historic-architecture resources, establishing local historic districts in which properties are protected from inappropriate actions, and acting on requests for the approval of certificates of appropriateness, which assure that any changes to properties are consistent with the "Standards for Starkville's Historic Districts." Most recently, aided by a Certified Local Government grant from the Mississippi Department of Archives and History, the commission worked with the city to have the Oktibbeha Gardens Historic District surveyed and eventually listed on the National Register of Historic Places and is now working to place an appropriate historic marker in the neighborhood.

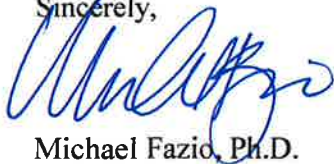
The Planning and Zoning Commission has worked long and hard to ensure that Starkville develops in an intelligent way and that new construction improves the quality of life for all of the city's residents. New and re-development will have profound effects on the Starkville landscape during ensuing decades, and often there is only one chance to see that what is constructed is attractive and conforms to the City's high standards. As a university town, Starkville has become a leader in implementing best-development practices, practices which then serve as a model for those in other Mississippi communities. Consequently, members of the Planning and Zoning Commission strongly believe that a process for architectural-design review should be included in the new Unified Development Code.

Page 2  
Mayor & Board of Aldermen  
February 26, 2018

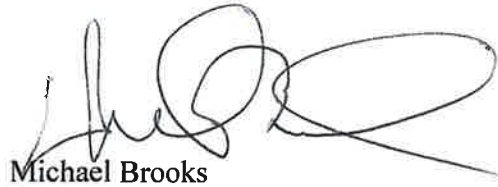
The City of Starkville is currently a desirable place to live. Its economy is strong, its downtown is healthy, and its older residential neighborhoods are largely intact. However, various economic forces, including the growth of Mississippi State University, make Starkville a desirable place for development, frequently by outside interests. While such development can be healthy, it must be properly managed, and developmental pressures, both desirable and undesirable, are likely to increase in the future.

Negative effects can be avoided, but only if mechanisms are put in place to insure responsible and informed growth beneficial to all local citizens. The recently approved Comprehensive Plan is an important step in this regard as can be the proposed Unified Development Code. Mechanisms such as design review with adequate enforcement powers must be a part of this code so that appropriate planning intentions can become a reality and inappropriate construction can be avoided.

Sincerely,



Michael Fazio, Ph.D.  
Starkville Historic Preservation Commission



Michael Brooks  
Starkville Planning and Zoning Commission



**CITY OF STARKVILLE COVERSHEET  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM DEPT.:** Community Dev.- Planning  
**AGENDA DATE:** February 20, 2018  
**PAGE:** Page 1 of 9

**SUBJECT:**

A Special Event request by Emily Turner on behalf of Starkville Pride to hold the 2018 Pride Parade and have City participation with in-kind services on March 24, 2018.

**AMOUNT & SOURCE OF FUNDING**

The estimated cost to the City is \$3220.00 with the funding being indirectly associated with the cost of city services from three departments.

Estimated costs of the City's in-kind services:

|                    |                  |
|--------------------|------------------|
| Police Department  | \$ 2,520.00      |
| Utilities          | \$ 250.00        |
| <u>Sanitations</u> | <u>\$ 450.00</u> |
| TOTAL              | \$ 3,220.00      |

**FISCAL NOTE:**

N/A

**AUTHORIZATION HISTORY:**

The applicant is requesting to hold the 2018 Pride Parade and have City participation with in-kind services on March 24, 2018. The event will have a setup time of 8:00 am and a takedown time of 5:00 pm. The organization will be hosting an Art Market from 9 am to 12 pm at Fire Station Park. The parade will start at 12 pm. The requested service includes the Starkville Police Department, Starkville Utilities Department, and the Sanitation Department with a total cost of \$ 3,220.00.

Recommended Conditions of Approval:

1. Proof of Insurance is required 30 days before the event.
2. City of Starkville is to be listed as a sponsor on all media.

**REQUESTING  
DEPARTMENT:**

**DIRECTOR'S  
AUTHORIZATION:** Buddy Sanders

**FOR MORE INFORMATION CONTACT:**

Daniel Havelin @ 662-323-2525 ext 3136 or Emily Corban @ 662-323-2525 ext 3138

---

**SUGGESTED MOTION:**

Move approval of the 2018 Pride Parade with in-kind services to be held on March 24, 2018.

**City of Starkville - Building Department**

101 E. Lampkin Street  
Starkville, MS 39759

www.cityofstarkville.org

Phone: (662) 323-2525

Fax: (662) 323-4143

## SPECIAL EVENT APPLICATION

### APPLICATION INFORMATION

|                                                                                                                                                                                                                                                                                      |                  |                                                                 |                        |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-----------------------------------------------------------------|------------------------|
| <b>Applicant Name</b> <u>Emily Turner</u>                                                                                                                                                                                                                                            |                  | <b>Organization Name</b> <u>Starkville Pride</u>                |                        |
| <b>Address</b> <u>310 McKee St.</u>                                                                                                                                                                                                                                                  |                  | <b>City</b> <u>Starkville</u>                                   | <b>State</b> <u>MS</u> |
| <b>E-Mail Address</b> <u>eeet84@msstate.edu</u>                                                                                                                                                                                                                                      |                  | <b>Web Site Address</b> <u>www.gofundme.com/starkvillepride</u> |                        |
| <b>Telephone Number</b> <u>662-769-1219</u>                                                                                                                                                                                                                                          | <b>Facsimile</b> | <b>Mobile Number</b>                                            | <b>Pager Number</b>    |
| <b>Type of Organization</b> <input type="checkbox"/> Individual<br><input type="checkbox"/> Charitable <input type="checkbox"/> Non-Profit Organization (501.C3 Tax Identification # _____)<br><input type="checkbox"/> For Profit Organization <input type="checkbox"/> Other _____ |                  |                                                                 |                        |
| <b>On-Site Contact</b> <u>Emily Turner</u>                                                                                                                                                                                                                                           |                  | <b>Mobile Number for On-Site Contact</b> <u>662-769-1219</u>    |                        |

### EVENT INFORMATION

|                                                                                                                                                                                                |                                               |                                                                                                                                                                                      |                                                             |                                                                                                                                                                                                                                                                                                                                                                                |  |               |             |                    |            |            |  |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|---------------|-------------|--------------------|------------|------------|--|
| <b>Event Name</b> <u>Starkville Pride</u>                                                                                                                                                      |                                               | <b>Event Date(s)</b> <u>March 24th</u>                                                                                                                                               |                                                             | <b>Time</b> <u>12 pm - 2 pm</u>                                                                                                                                                                                                                                                                                                                                                |  |               |             |                    |            |            |  |
| <b>Type of Event:</b><br>(check all that apply)                                                                                                                                                | <input type="checkbox"/> Carnival             | <input type="checkbox"/> Fundraiser                                                                                                                                                  | <input type="checkbox"/> Run/Walk                           |                                                                                                                                                                                                                                                                                                                                                                                |  |               |             |                    |            |            |  |
|                                                                                                                                                                                                | <input type="checkbox"/> Concert/Performance  | <input checked="" type="checkbox"/> Parade                                                                                                                                           | <input type="checkbox"/> Sports/Recreational                |                                                                                                                                                                                                                                                                                                                                                                                |  |               |             |                    |            |            |  |
|                                                                                                                                                                                                | <input type="checkbox"/> Festival             | <input type="checkbox"/> Private Gathering                                                                                                                                           | <input checked="" type="checkbox"/> Other <u>Art Market</u> |                                                                                                                                                                                                                                                                                                                                                                                |  |               |             |                    |            |            |  |
|                                                                                                                                                                                                | <input type="checkbox"/> Professional Filming | <input type="checkbox"/> Reception                                                                                                                                                   |                                                             |                                                                                                                                                                                                                                                                                                                                                                                |  |               |             |                    |            |            |  |
| <b>Is this a first time event?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br><b>If No, date of previous event</b> _____<br><b>What was past attendance?</b> _____ |                                               |                                                                                                                                                                                      |                                                             |                                                                                                                                                                                                                                                                                                                                                                                |  |               |             |                    |            |            |  |
| <b>Is this event open to the public?</b><br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No                                                                                |                                               | <b>Admission/Entry Fee</b><br><u>\$0 - Free</u>                                                                                                                                      |                                                             | <b>Estimated Total Budget</b><br><u>\$3,270</u>                                                                                                                                                                                                                                                                                                                                |  |               |             |                    |            |            |  |
| <b>Proposed Area</b><br>(check all that apply)                                                                                                                                                 |                                               | <input type="checkbox"/> Cotton District<br><input checked="" type="checkbox"/> Main Street<br><input checked="" type="checkbox"/> City Park<br><input type="checkbox"/> Other _____ |                                                             |                                                                                                                                                                                                                                                                                                                                                                                |  |               |             |                    |            |            |  |
| <b>Setup: (first item to be loaded in on site)</b><br>Date: <u>March 24th</u><br>Time: <u>8 am</u>                                                                                             |                                               | <b>Teardown: (last item removed)</b><br>Date: <u>March 24th</u><br>Time: <u>5 pm</u>                                                                                                 |                                                             | <b>Estimated Attendance</b><br><table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;">Participants:</td> <td style="width: 33%;">Spectators:</td> <td style="width: 33%;">Est.# Hotel Rooms:</td> </tr> <tr> <td style="text-align: center;"><u>200</u></td> <td style="text-align: center;"><u>200</u></td> <td></td> </tr> </table> |  | Participants: | Spectators: | Est.# Hotel Rooms: | <u>200</u> | <u>200</u> |  |
| Participants:                                                                                                                                                                                  | Spectators:                                   | Est.# Hotel Rooms:                                                                                                                                                                   |                                                             |                                                                                                                                                                                                                                                                                                                                                                                |  |               |             |                    |            |            |  |
| <u>200</u>                                                                                                                                                                                     | <u>200</u>                                    |                                                                                                                                                                                      |                                                             |                                                                                                                                                                                                                                                                                                                                                                                |  |               |             |                    |            |            |  |
| <b>Known Current Sponsor(s)</b><br><u>1. MSU Student Association</u><br><u>2. LGBTQ+ Union</u><br><u>3. Rick's Cafe</u>                                                                        |                                               | <b>Beneficiary(ies)</b> <u>MSU students</u><br><u>LGBTQ Artists</u><br><u>Starkville residents</u><br><u>Golden triangle area residents</u>                                          |                                                             |                                                                                                                                                                                                                                                                                                                                                                                |  |               |             |                    |            |            |  |

**City of Starkville - Building Department**

101 E. Lampkin Street  
Starkville, MS 39759

www.cityofstarkville.org

Phone: (662) 323-2525

Fax: (662) 323-4143

**EVENT SPECIAL FEATURES**

|                                                                                                                           |                                                                                                                                                                                                     |
|---------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Will sound amplification equipment be used?</b><br><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | <b>If Yes, provide the following:</b><br><input type="checkbox"/> Recorded Music <input type="checkbox"/> Live Music<br><input checked="" type="checkbox"/> Other (please describe) <u>Speakers</u> |
|---------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                       |                                                                     |
|---------------------------------------|---------------------------------------------------------------------|
| <b>If Yes, provide the following:</b> |                                                                     |
| Sound System                          | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Lighting System                       | <input type="checkbox"/> Yes <input type="checkbox"/> No            |
| Stage                                 | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Dance Floor                           | <input type="checkbox"/> Yes <input type="checkbox"/> No            |

|                                                                                                                             |                                                               |
|-----------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|
| <b>Will the event feature food/beverage service?</b><br><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | <b>If Yes, provide Current Known Vendor Names/Telephone #</b> |
|-----------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|

|                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                           |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Open Flames or Cooking</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br><i>* Please show location of cooking areas on site plan</i><br><i>* Vendors cooking with charcoal, wood or gas must have at least one 2.5 gallon water fire extinguisher nearby.</i> | <b>Type of Fuel</b> <input type="checkbox"/> Gas<br>(check all that apply) <input type="checkbox"/> Electric<br><input type="checkbox"/> Charcoal<br><input type="checkbox"/> Other _____ |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                               |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Does the event propose closing, blocking or using public streets?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br><br>If yes, a road closure plan complete with barricades and signage shall be submitted. | <b>Street:</b> Closing    Opening<br>Day/Time    Day/Time<br><input checked="" type="checkbox"/> Main Street/University <u>March 24<sup>th</sup> / 11:30 am</u> <u>March 24<sup>th</sup> / 2pm</u><br><input checked="" type="checkbox"/> Russell Street<br><input checked="" type="checkbox"/> Other <u>East Lampkin St.</u> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                                                                                     |                                                         |
|-------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|
| <b>Tents or Canopies</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>Applicable if larger than 20' x 15' | <b>If Yes, provide the following:</b><br><b>Company</b> |
| <b>Approximate Number of Tents/Size(s)</b>                                                                                          |                                                         |

|                                                                                                                                                                    |                                                         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|
| <b>Temporary Perimeter Fencing</b> <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br><i>*Indicate fence locations on site plan</i> | <b>If Yes, provide the following:</b><br><b>Company</b> |
| <b>Provide approximate dimensions of fenced area</b>                                                                                                               |                                                         |

|                                                                                                        |                                                                                                                                         |
|--------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| <b>Restrooms, Dumpsters, Sinks</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | <b>If Yes, provide the following:</b><br><b>Company</b>                                                                                 |
| <b>Other Requirements?</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No         | Number of: _____ Portables<br>_____ ADA Portables<br>_____ Restroom Trailers<br>_____ Dumpsters _____ Sizes<br>_____ Hand washing Sinks |
| <b>Explain</b>                                                                                         |                                                                                                                                         |

**City of Starkville - Building Department**

101 E. Lampkin Street  
Starkville, MS 39759

www.cityofstarkville.org

Phone: (662) 323-2525

Fax: (662) 323-4143

|                         |                                                                     |                          |              |
|-------------------------|---------------------------------------------------------------------|--------------------------|--------------|
| <b>Trash Collection</b> | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | <b>Requirements:</b>     |              |
| <b>Street Sweeper</b>   | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |                          |              |
| <b>Extra Pickups</b>    | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | <b>Number of Workers</b> | <b>Hours</b> |

|                                                       |                                                                     |                      |                                                 |
|-------------------------------------------------------|---------------------------------------------------------------------|----------------------|-------------------------------------------------|
| <b>Electrical Services</b>                            | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | <b>Requirements:</b> |                                                 |
| <small>*Event must use a licensed electrician</small> |                                                                     |                      |                                                 |
|                                                       |                                                                     | <b>Supplemental</b>  | <input type="checkbox"/> Generator(s) # _____   |
|                                                       |                                                                     | <b>Equipment</b>     | <input type="checkbox"/> Light Tower(s) # _____ |
| (Check all that apply)                                |                                                                     |                      |                                                 |

|                                   |                                                                     |                                       |              |                  |
|-----------------------------------|---------------------------------------------------------------------|---------------------------------------|--------------|------------------|
| <b>Professional Parking/Valet</b> | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | <b>If Yes, provide the following:</b> |              |                  |
|                                   |                                                                     | <b>Company</b>                        |              |                  |
|                                   |                                                                     | <b>Number of Parking Personnel</b>    | <b>Hours</b> | <b># of Cars</b> |

|                                                 |                                                                     |                                       |              |
|-------------------------------------------------|---------------------------------------------------------------------|---------------------------------------|--------------|
| <b>Carnival/Amusement Rides and Attractions</b> | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | <b>If Yes, provide the following:</b> |              |
|                                                 |                                                                     | <b>Company</b>                        |              |
|                                                 |                                                                     | <b>Contact Name</b>                   | <b>Phone</b> |

|                        |                                                                     |                                                    |  |
|------------------------|---------------------------------------------------------------------|----------------------------------------------------|--|
| <b>Climate Control</b> | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | <b>If Yes, provide the following:</b>              |  |
|                        |                                                                     | <b>Company</b>                                     |  |
|                        |                                                                     | <b>Type</b>                                        |  |
|                        |                                                                     | <input type="checkbox"/> Fan (pedestal, box, etc.) |  |
|                        |                                                                     | <input type="checkbox"/> Misting Air               |  |
|                        |                                                                     | <input type="checkbox"/> Air-conditioning          |  |
|                        |                                                                     | <input type="checkbox"/> Heater(s)                 |  |

|                                               |                                                                     |                                       |                    |
|-----------------------------------------------|---------------------------------------------------------------------|---------------------------------------|--------------------|
| <b>Pyrotechnics / Laser / Special Effects</b> | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | <b>If Yes, provide the following:</b> |                    |
|                                               |                                                                     | <b>Company</b>                        |                    |
|                                               |                                                                     | <b>Contact Name</b>                   | <b>Phone</b>       |
| <b>Day/Time of Show</b>                       | <b>Length of Show</b><br>(in minutes)                               | <b>Products Used</b>                  | <b>Show Budget</b> |

## City of Starkville - Building Department

101 E. Lampkin Street  
Starkville, MS 39759

www.cityofstarkville.org

Phone: (662) 323-2525

Fax: (662) 323-4143

**Please check all items that apply to your event. Provide a detailed explanation in the space provided for each item checked.**

- |                                                                           |                                                     |                                                          |
|---------------------------------------------------------------------------|-----------------------------------------------------|----------------------------------------------------------|
| <input checked="" type="checkbox"/> a. Animals                            | <input type="checkbox"/> g. Decorator/scenery       | <input type="checkbox"/> m. Security                     |
| <input checked="" type="checkbox"/> b. Barricades                         | <input type="checkbox"/> h. Drawing or raffle       | <input type="checkbox"/> n. Shuttle bus/tram             |
| <input checked="" type="checkbox"/> c. Bicycles                           | <input type="checkbox"/> i. First Aid Station       | <input checked="" type="checkbox"/> o. Signs/banners     |
| <input type="checkbox"/> d. Bleachers                                     | <input type="checkbox"/> j. Golf Carts              | <input type="checkbox"/> p. Ticket agent                 |
| <input checked="" type="checkbox"/> e. Booths - Vendors handing out items | <input type="checkbox"/> k. Inflatable's            | <input type="checkbox"/> q. Video Production/Photography |
| <input checked="" type="checkbox"/> f. Booths - Vendors selling           | <input checked="" type="checkbox"/> l. Road Closure | <input type="checkbox"/> r. Other _____                  |

**Explanation of items checked above (list letter for reference):**

- a. There will be dogs and cats in the Pride Parade.
- b. Barricades will be used to block off streets during the parade.
- c. There could be bicycles in the parade.
- e. There will be vendors handing out items at the art market.
- f. There will also be vendors selling items at the art market.
- l. There will be road closures because of the parade.
- o. There will also be signs and banners up downtown for the parade.

### INSURANCE INFORMATION (Proof of insurance required within 30 days of event)

|                          |       |         |
|--------------------------|-------|---------|
| Name of Insurance Agency |       |         |
| Name of Insurance Agent  |       |         |
| Address                  |       |         |
| City                     | State | Zip     |
| Phone                    | Fax   | Policy# |

**City of Starkville - Building Department**

101 E. Lampkin Street  
Starkville, MS 39759

www.cityofstarkville.org

Phone: (662) 323-2525

Fax: (662) 323-4143

**REFERENCES** (For first time event or out of town applicants or as required)

|              |                               |              |                             |
|--------------|-------------------------------|--------------|-----------------------------|
| Contact Name | <u>Mike Breazeale</u>         | Contact Name | <u>Dr. Andrea Spain</u>     |
| Company      | <u>MSU Dept. of Marketing</u> | Company      | <u>MSU Dept. of English</u> |
| Telephone #  | <u>601-316-2134</u>           | Telephone #  | <u>716-348-2743</u>         |
| Relationship | <u>Professor / Mentor</u>     | Relationship | <u>Professor / Mentor</u>   |

|              |                            |              |                                  |
|--------------|----------------------------|--------------|----------------------------------|
| Contact Name | <u>Melanie Walsh</u>       | Contact Name | <u>Rev. Bert Montgomery</u>      |
| Company      | <u>MSU Dept. of Psych.</u> | Company      | <u>University Baptist Church</u> |
| Telephone #  | <u>601-259-5655</u>        | Telephone #  | <u>662-312-6778</u>              |
| Relationship | <u>Mentor / Colleague</u>  | Relationship | <u>Pastor and friend</u>         |

*\* Lack of Reference is not Grounds for Denial of Application.*

|                          |                                                                                            |       |                |
|--------------------------|--------------------------------------------------------------------------------------------|-------|----------------|
| Signature                | <u></u> | Date: | <u>1/24/18</u> |
| Application received by: |                                                                                            | Date: |                |

**SUBMISSION OF THIS FORM DOES NOT GUARANTEE APPROVAL OF THE EVENT**

Promoter / Applicant agrees that this form is complete to the best of his/her knowledge and ability. Promoter / Applicant agrees that it accepts, shall abide by, and is subject to all terms and conditions of the Special Event Guidelines, which are incorporated herein for all purposes as if set out in full, and are included in this package and hereby represents that it had read the said Rules, Regulations and General Information and understands the same.

**CHECKLIST**

- ✓ Completed Application
- ✓ Site Plan
- ✓ Fees (Checks made payable to City of Starkville)
- ✓ Copy of Insurance Certificate
- ✓ Non-profit, 501c3 Certificate (if applicable)
- ✓ Completed Sponsorship Application (if applicable)

**City of Starkville - Building Department**

101 E. Lampkin Street  
Starkville, MS 39759

www.cityofstarkville.org

Phone: (662) 323-2525

Fax: (662) 323-4143

**ATTACHMENT TO SPECIAL EVENT APPLICATION**

**STATE OF MISSISSIPPI**

**AGREEMENT TO INDEMNIFY**

**COUNTY OF OKTIBBEHA**

AS A CONDITION PRECEDENT TO HOLDING AND CONDUCTING THE EVENT, WHICH IS THE SUBJECT OF THIS APPLICATION, AND AS CONSIDERATION FOR SAME, AND IN ACCORDANCE WITH THE PROVISIONS OF THE APPLICATION AND THE CITY OF STARKVILLE:

Emily Turner (name of applicant) (THE "INDEMNITOR") AGREES TO AND SHALL INDEMNIFY, HOLD HARMLESS, AND DEFEND AT ITS SOLE COST AND EXPENSE THE CITY OF STARKVILLE, MISSISSIPPI (THE "CITY"), ITS OFFICIALS, OFFICERS, EMPLOYEES, AGENTS (IN BOTH THEIR OFFICIAL AND PRIVATE CAPACITIES) (EACH AN "INDEMNITEE") FROM AND AGAINST ANY AND ALL CLAIMS, SUITS, ACTIONS, JUDGMENTS, LIABILITIES, PENALTIES, FINES, EXPENSES, FEES, COSTS (INCLUDING ATTORNEYS' FEES AND OTHER COSTS OF DEFENSE), AND DAMAGES (TOGETHER, "DAMAGES") ARISING OUT OF OR IN CONNECTION WITH (A) THE INDEMNITOR'S PERFORMANCE OF THE EVENT, (B) THE USE OF ANY PORTION OR PROPERTY OF THE CITY, BY THE INDEMNITOR OR BY ANY OWNER, OFFICER, PARTNER, SHAREHOLDER, MEMBER, EMPLOYEE, AGENT, REPRESENTATIVE, CONTRACTOR, SUBCONTRACTOR, LICENSEE, CUSTOMER, GUEST, INVITEE, OR CONCESSIONAIRE OF THE INDEMNITOR, OR ANY PERSON ACTING BY OR UNDER THE AUTHORITY OR WITH THE PERMISSION OF THE INDEMNITOR, OR ANY OTHER PERSON UNDER THE EXPRESS OR IMPLIED INVITATION OF THE INDEMNITOR, OR ANY OTHER PERSON OR ENTITY FOR WHOM THE INDEMNITOR MAY BE LIABLE (TOGETHER, "THE INDEMNITOR PARTIES"), OR ANY OF THEM, (C) THE CONDUCT OF THE INDEMNITOR'S BUSINESS OR ANYTHING ELSE DONE OR PERMITTED BY THE INDEMNITOR (OR ANY OF THE INDEMNITOR PARTIES) TO BE DONE IN OR ABOUT ANY PORTION OR PROPERTY OF THE CITY, (D) ANY BREACH OR DEFAULT IN THE PERFORMANCE OF THE INDEMNITOR'S OBLIGATIONS IN CONNECTION WITH THE EVENT, AND (E) WITHOUT LIMITING ANY OF THE FOREGOING, ANY ACT OR OMISSION OF THE INDEMNITOR OR OF ANY OF THE INDEMNITOR PARTIES UNDER, RELATED TO, OR IN CONNECTION WITH, THE EVENT, WHICH IS THE SUBJECT OF THIS APPLICATION, **INCLUDING DAMAGES CAUSED IN WHOLE OR IN PART BY AN INDEMNITEE'S OWN NEGLIGENCE.**

In the event that the Indemnitor fails or refuses to provide an indemnity and defense as set forth herein, the City shall have the right to undertake the defense, compromise, or settlement of any such claim, lawsuit, judgment, or cause of action, through counsel of its own choice, on behalf of and for the account of, and at the risk of the Indemnitor, and the Indemnitor shall be obligated to pay the reasonable and necessary costs, expenses and attorneys' fees incurred by the City in connection with handling the prosecution or defense and any appeal(s) related to such claim, lawsuit, judgment, or cause of action.

**City of Starkville - Building Department**

101 E. Lampkin Street  
Starkville, MS 39759

[www.cityofstarkville.org](http://www.cityofstarkville.org)

Phone: (662) 323-2525

Fax: (662) 323-4143

THIS INDEMNITY PROVISION IS SOLELY FOR THE BENEFIT OF THE CITY, ITS OFFICIALS, OFFICERS, EMPLOYEES, AND AGENTS, AND IS NOT INTENDED TO CREATE OR GRANT ANY RIGHTS, CONTRACTUAL OR OTHERWISE TO ANY OTHER PERSON OR ENTITY.

THIS INDEMNITY AGREEMENT SURVIVES THE TERMINATION OR EXPIRATION OF THE EVENT, WHICH IS THE SUBJECT OF THIS APPLICATION, AND THE TERMINATION OR EXPIRATION OF ANY CONTRACT BETWEEN THE INDEMNITOR AND THE CITY.

The undersigned officer, representative, and/or agent of the Indemnitor is the properly authorized officer, representative, and/or agent of the Indemnitor and has the necessary authority to execute this Agreement on behalf of and to bind the Indemnitor, and the Indemnitor hereby certifies to the City that any necessary resolutions or other act extending such authority have been duly passed and are now in full force and effect.

In the event of any action hereunder, venue for all causes of action shall be instituted and maintained in Oktibbeha County, Mississippi. The parties agree that the laws of the State of Mississippi shall govern and apply to the interpretation, validity and enforcement of this Agreement; and, with respect to any conflict of law provisions, the parties agree that such conflict of law provisions shall not affect the application of the law of Mississippi (without reference to its conflict of law provisions) to the governing, interpretation, validity and enforcement of this Agreement.

**AGREED:** \_\_\_\_\_

**APPLICANT/INDEMNITOR**

**BY:** \_\_\_\_\_

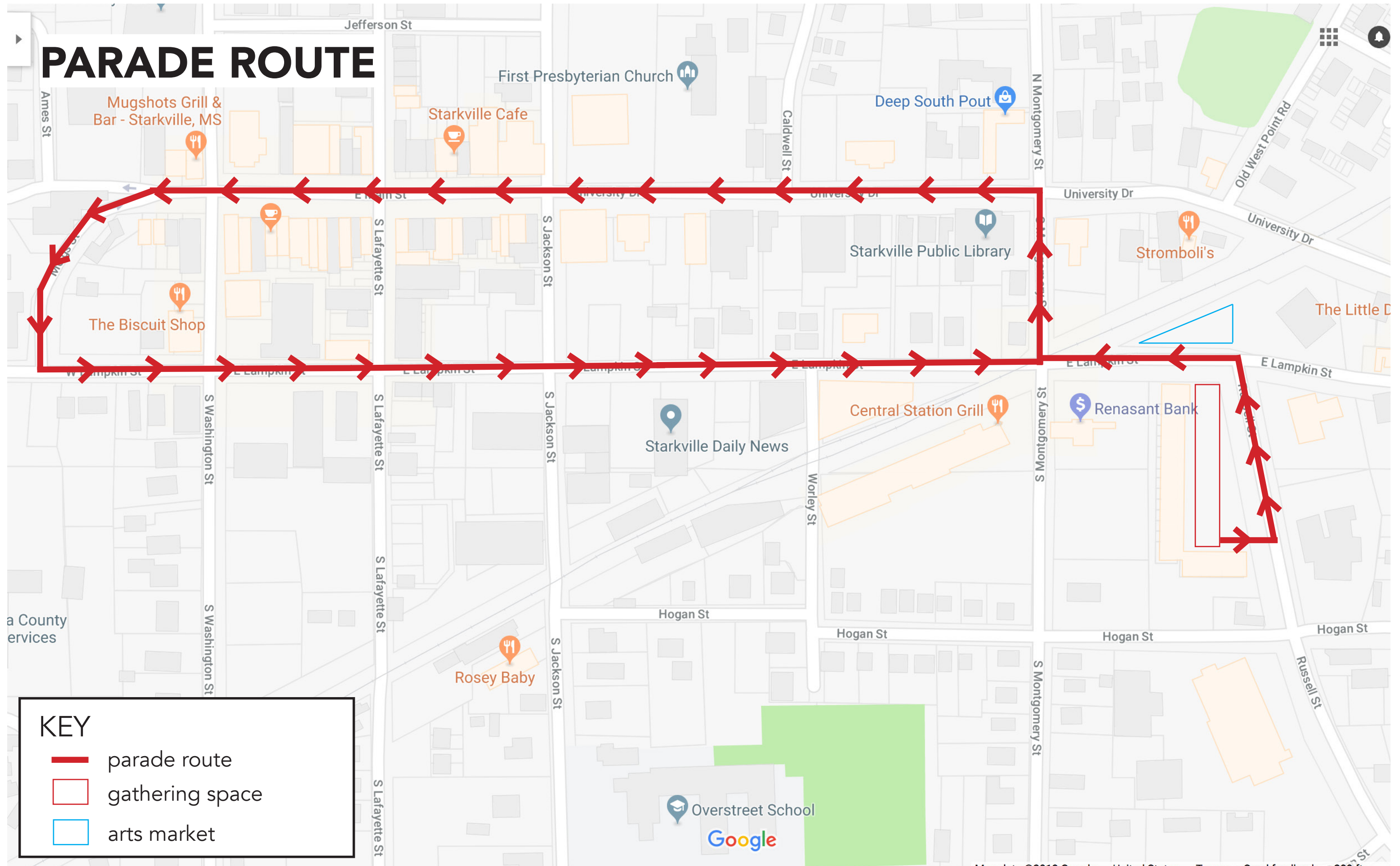
**TITLE:** \_\_\_\_\_

**ATTEST:**

**BY:** \_\_\_\_\_

\_\_\_\_\_

# PARADE ROUTE





**CITY OF STARKVILLE COVERSHEET  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM DEPT.:** Community Development  
**AGENDA DATE:** March 6, 2018  
**PAGE:** Page 1 of 4

**SUBJECT:**

Discussion and consideration of travel to Huntsville, AL for Buddy Sanders to attend the Mid-South Communities Fiber Forum.

**AMOUNT & SOURCE OF FUNDING**

Miles:           \$ 64.80

Meals:           \$ 23.00

Total:           \$ 87.80

**REQUESTING**

**DEPARTMENT:** Community Development

**DIRECTOR'S**

**AUTHORIZATION:** Buddy Sanders

**INFORMATION:**

The Mid-South Communities Fiber Forum is March 21, 2018 at the AdTran Building in Huntsville, AL. The forum will last from 9:30 am to 5:30 pm. The forum will be exchange of ideas among cities, utilities, and economic development agencies pertaining to broadband development.

**FOR MORE INFORMATION CONTACT:**

Buddy Sanders @ 662-323-2525 ext. 3119

---

**SUGGESTED MOTION:**

Move approval of travel for Buddy Sanders to attend the Mid-South Communities Fiber Forum in Huntsville, AL with costs not to exceed \$100.

# Agenda

March 21, 2018

- > **ADTRAN Campus Tour - Optional** 9:30 AM-10:45 AM  
Fountainview/Waterfall
- > **Networking Lunch** 11:30 AM-12:30 PM  
Fountainview/Waterfall
- > **Welcome/Introduction** 12:30 PM-12:45 PM  
Fountainview/Waterfall
- > **Keynote: Broadband and Economic Development** 12:45 PM-1:45 PM  
Fountainview/Waterfall
- > **How Huntsville Became a Gig City** 1:50 PM-2:35 PM  
Fountainview/Waterfall
- > **Regional Cases in Gigabit Service Deployment** 2:40 PM-3:30 PM  
Fountainview/Waterfall
- > **Major Considerations Impacting Broadband Deployment** 3:45 PM-4:30 PM  
Fountainview/Waterfall
- > **Key Resources Available for your Community Broadband Journey** 4:35 PM-5:20 PM  
Fountainview/Waterfall
- > **Closing** 5:20 PM-5:30 PM  
Fountainview/Waterfall
- > **Reception** 5:30 PM-6:30 PM  
Islandview

ADTRAN  
901 Explorer Blvd  
Huntsville, AL 35806



[Privacy Policy](#)

| <b>M&amp;IE Total</b><br><b>(1)</b> | <b>Continental</b><br><b>Breakfast/</b><br><b>Breakfast</b><br><b>(2)</b> | <b>Lunch</b><br><b>(2)</b> | <b>Dinner</b><br><b>(2)</b> | <b>Incidental</b><br><b>Expenses</b> | <b>First &amp; Last Day of Travel</b><br><b>(3)</b> |
|-------------------------------------|---------------------------------------------------------------------------|----------------------------|-----------------------------|--------------------------------------|-----------------------------------------------------|
| \$51                                | \$11                                                                      | \$12                       | \$23                        | \$5                                  | \$38.25                                             |
| \$54                                | \$12                                                                      | \$13                       | \$24                        | \$5                                  | \$40.50                                             |
| \$59                                | \$13                                                                      | \$15                       | \$26                        | \$5                                  | \$44.25                                             |
| \$64                                | \$15                                                                      | \$16                       | \$28                        | \$5                                  | \$48.00                                             |
| \$69                                | \$16                                                                      | \$17                       | \$31                        | \$5                                  | \$51.75                                             |
| \$74                                | \$17                                                                      | \$18                       | \$34                        | \$5                                  | \$55.50                                             |

1. This table lists the full daily amount federal employees receive for a single calendar day of travel when that day is neither the first nor last day of travel.
2. The separate amounts for breakfast, lunch and dinner listed in the chart are provided should you need to deduct any of those meals from your trip voucher. For example, if your trip includes meals that are already paid for by the government (such as through a registration fee for a conference), you will need to deduct those meals from your voucher. Refer to Section 301-11.18 of the Federal Travel Regulation for specific guidance on deducting these amounts from your per diem reimbursement claims for meals furnished to you by the government. Other organizations may have different rules that apply for their employees; please check with your organization for more assistance.
3. This column lists the amount federal employees receive for the first and last calendar day of travel. The first and last calendar day of travel is calculated at 75 percent.

Find M&IE breakdown by meal for foreign and outside the continental U.S. (OCONUS) travel

The shortcut to this page is [www.gsa.gov/mie](http://www.gsa.gov/mie).

For all travel policy questions, email [travelpolicy@gsa.gov](mailto:travelpolicy@gsa.gov).





**CITY OF STARKVILLE COVERSHEET  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM DEPT.:** Community Dev.- Planning  
**AGENDA DATE:** March 6, 2018  
**PAGE:** Page 1 of 4

**SUBJECT:**

Discussion and Consideration of an encroachment agreement with Janice Brown and Glenn Blanton. Lot 51 of the R.E. Josey Subdivision Number Two – intersection of Lindbergh Boulevard and Josey Avenue.

**AMOUNT & SOURCE OF FUNDING**

N/A

**FISCAL NOTE:**

N/A

**AUTHORIZATION HISTORY:**

Janice Brown and Glenn Blanton have inherited a house located at 313 Lindbergh Boulevard. The roofline of the subject house hangs over the property line of Lot 51 of the R. E. Josey Subdivision Number Two – City Property.

Janice Brown and Glenn Blanton are requesting an encroachment agreement in order to sale their late mother's home.

Recommended condition: Allow execution of encroachment agreement after approval of the City of Attorney.

**REQUESTING  
DEPARTMENT:**

**DIRECTOR'S  
AUTHORIZATION:** Buddy Sanders

**FOR MORE INFORMATION CONTACT:**

Buddy Sanders @ 662-323-2525 ext 3119

---

**SUGGESTED MOTION:**

Move approval of an encroachment agreement with Janice Brown and Glenn Blanton with condition.

### **STREET RIGHT OF WAY ENCROACHMENT AGREEMENT**

THIS AGREEMENT, made and entered into by and between Janice Brown and Glenn Blanton (hereinafter "**PROPERTY OWNER**"), and **CITY OF STARKVILLE, MISSISSIPPI**, a municipal corporation existing pursuant to the laws of the State of Mississippi (hereinafter "**CITY**").

#### **WITNESSETH:**

WHEREAS, THE **PROPERTY OWNER** desires to construct and install a roof line over property line on property located in the City of Starkville, County of Oktibbeha, State of Mississippi, more specifically described as being located on Lot 51 of the R.E. Josey Subdivision Number 2 (Intersection of Lindbergh Boulevard and Josey Avenue.

WHEREAS, **PROPERTY OWNER** and **CITY**, are aware that the new installation is constructed on the property in an area approximately 7.5 Feet; as reflected on the attached Exhibit "A" and made part of this agreement; and

WHEREAS, **PROPERTY OWNER** and the **CITY**, both having been made aware of the proposed property encroachment, desire to provide for the permissive use thereof.

NOW, THEREFORE, in consideration of the **CITY** allowing **PROPERTY OWNER** to construct and maintain said structure in the above-described right of way, the **PROPERTY OWNER** and **CITY** do mutually agree and covenant as follows:

The **PROPERTY OWNER** agrees to bear the expense of any relocation or adjustment as deemed necessary by the **CITY** to sewers, public improvements and utilities made necessary by the encroachment of said structure in the existing right of way.

The **CITY** will not be responsible for any damage to said structure in the existing right of way.

The **PROPERTY OWNER** agrees to indemnify, defend, and hold harmless the **CITY** and its employees, agents, and representatives from any loss, damage, inconvenience, injury, loss of business, claim, judgment, or any other expense, including attorney fees, brought against the **CITY** or its employees, agents, or representatives relating to said structure.

Any repairs or replacement necessary to said structure in the right of way resulting from the **City's** action in maintaining the integrity of the right of way shall be the sole responsibility of the **PROPERTY OWNER**, and **CITY** shall not be responsible for any such repairs, replacement and other damage in the work area.

The **PROPERTY OWNER** agrees to assume full and complete responsibility for any and all damage to the **City's** right of way, easement, public improvements, drainage facilities, sanitary sewers or public utilities relating to said structure.

**PROPERTY OWNER** agrees to pay for the recordation of this agreement and any plats or plans that may be attached.

**PROPERTY OWNER** shall be solely responsible for any and all damages and/or injuries caused by, relating to, or resulting from said structure. **PROPERTY OWNER** agrees to furnish, on demand of the City Attorney, satisfactory evidence that it has the lawful right to enter into this agreement for the purposes herein contained, and said agreement is subject to the approval of said City Attorney.

**PROPERTY OWNER** hereby agrees that this agreement shall run with the land and shall be binding on the successors and assigns of **PROPERTY OWNER**.

Execution of this instrument shall in no way be interpreted by the **PROPERTY OWNER** as relinquishment by the **CITY** of said property, and the **CITY** specifically retains all of its lawful rights and powers associated therewith.

This Agreement shall be null and void if any future improvements or alterations are made to the portion of the structure located inside of the **CITY's** right of way without written permission by the **CITY** through the City Planner's office.

This Agreement is subject to the approval of the City Administration, said approval to be indicated by their respective signatures below.

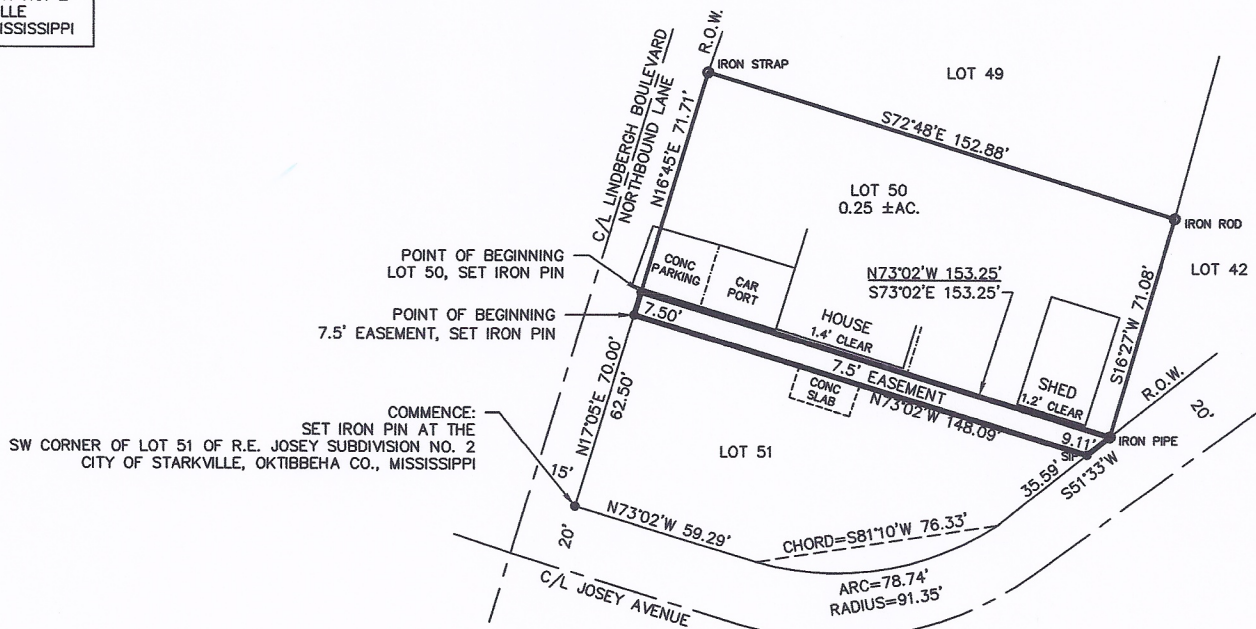
**IN WITNESS WHEREOF**, the parties have executed this agreement this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

**CITY OF STARKVILLE**

By: \_\_\_\_\_  
Mayor

\_\_\_\_\_  
**PROPERTY OWNER**

PLAT OF SURVEY  
R.E. JOSEY SUBDIVISION NO. 2  
CITY OF STARKVILLE  
OKTIBBEHA COUNTY, MISSISSIPPI



A PARCEL OF LAND BEING 0.25 ACRES, MORE OR LESS, BEING ALL OF LOT 50 OF THE R.E. JOSEY SUBDIVISION NO. 2 IN THE CITY OF STARKVILLE, OKTIBBEHA COUNTY, MISSISSIPPI AND BEING FURTHER DESCRIBED AS FOLLOWS;

COMMENCE AT THE IRON PIN SET AT THE SOUTHWEST CORNER OF LOT 51 OF SAID SUBDIVISION, ALSO BEING THE INTERSECTION OF THE EAST RIGHT-OF-WAY FOR LINDBERGH BOULEVARD WITH THE NORTH LINE FOR JOSEY AVENUE; RUN THENCE, ALONG THE EAST RIGHT-OF-WAY FOR LINDBERGH BOULEVARD, NORTH 17 DEGREES 05 MINUTES EAST FOR 70.00 FEET TO THE SOUTHWEST CORNER OF SAID LOT 50 AND THE SET IRON PIN MARKING THE **POINT OF BEGINNING**; RUN THENCE, ALONG SAID RIGHT-OF-WAY, NORTH 16 DEGREES 45 MINUTES EAST FOR 71.71 FEET TO AN IRON STRAP MARKING THE NORTHWEST CORNER OF SAID LOT 50; RUN THENCE, ALONG THE NORTH LINE OF SAID LOT 50, SOUTH 72 DEGREES 48 MINUTES EAST FOR 152.88 FEET TO A FOUND IRON ROD MARKING THE NORTHEAST CORNER OF SAID LOT 50; RUN THENCE, ALONG THE EAST LINE OF SAID LOT 50, SOUTH 16 DEGREES 27 MINUTES WEST FOR 71.08 FEET TO A FOUND IRON PIPE MARKING THE SOUTHEAST CORNER OF SAID LOT 50; RUN THENCE, ALONG THE SOUTH LINE OF SAID LOT 50, NORTH 73 DEGREES 02 MINUTES WEST FOR 153.25 FEET BACK TO THE IRON PIN MARKING THE **POINT OF BEGINNING**.

BEING 0.25 ACRES PLUS OR MINUS A STRIP OF LAND FROM THE WEST SIDE TO THE EAST RIGHT-OF-WAY FOR LINDBERGH BOULEVARD.

A 7.5 FOOT WIDE EASEMENT BEING A STRIP OF LAND 7.5 FEET WIDE OFF THE ENTIRE NORTH SIDE OF LOT 51 OF THE R.E. JOSEY SUBDIVISION NO. 2 IN THE CITY OF STARKVILLE, OKTIBBEHA COUNTY, MISSISSIPPI AND BEING FURTHER DESCRIBED AS FOLLOWS;

COMMENCE AT THE IRON PIN SET AT THE SOUTHWEST CORNER OF LOT 51 OF SAID SUBDIVISION, ALSO BEING THE INTERSECTION OF THE EAST RIGHT-OF-WAY FOR LINDBERGH BOULEVARD WITH THE NORTH LINE FOR JOSEY AVENUE; RUN THENCE, ALONG THE EAST RIGHT-OF-WAY FOR LINDBERGH BOULEVARD, NORTH 17 DEGREES 05 MINUTES EAST FOR 62.50 FEET TO THE SET IRON PIN MARKING THE POINT OF BEGINNING; RUN THENCE, ALONG THE EAST RIGHT-OF-WAY FOR LINDBERGH BOULEVARD, NORTH 17 DEGREES 05 MINUTES EAST FOR 7.50 FEET TO THE IRON PIN MARKING THE NORTHWEST CORNER OF SAID LOT 51; RUN THENCE, ALONG THE NORTH LINE OF SAID LOT, SOUTH 73 DEGREES 02 MINUTES EAST FOR 153.25 FEET TO THE IRON PIPE MARKING THE NORTHEAST CORNER OF SAID LOT 51 AND THE NORTH RIGHT-OF-WAY FOR JOSEY AVENUE; RUN THENCE, ALONG THE NORTH RIGHT-OF-WAY FOR JOSEY AVENUE, SOUTH 51 DEGREES 33 MINUTES WEST FOR 9.11 FEET TO A SET IRON PIN; RUN THENCE, NORTH 73 DEGREES 02 MINUTES WEST FOR 148.09 FEET BACK TO THE IRON PIN MARKING THE POINT OF BEGINNING.



SURVEY PARTY:  
ERIC KOIVA  
JEFFREY PILGRIM  
TUCKER SHEFFIELD  
DATE OF FIELD WORK: JANUARY 10, 2018

CLASS "B" SURVEY

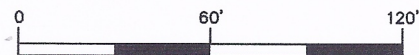
NOTES:  
BEARINGS DETERMINED BY SOLAR OBSERVATION  
DISTANCES BY E.D.M.  
CALCULATIONS BY COMPUTER  
SURVEY PERFORMED WITHOUT CURRENT TITLE SEARCH

C:\ACAD\17069\dwg\17069.dwg - ERIC KOIVA

MICHAEL G. BRENT  
MISS. PLS #2738  
BRENT ENGINEERING SERVICE, INC.  
507-A M.L. KING DRIVE  
STARKVILLE, MISSISSIPPI  
662-324-0713

REFERENCE:  
R.E. JOSEY SUBDIVISION NO. 2

- RECOVERED MONUMENTATION
- SIP, SET 1/2" REBAR



Scale: 1" = 60'



**CITY OF STARKVILLE COVERSHEET  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM DEPT.:** Finance

**AGENDA DATE** 03/06/2018

**PAGE:** 1 of several

**SUBJECT:** Claims Docket through March 06, 2018

**AMOUNT & SOURCE OF FUNDING:** FY 2017 – 2018 Budget

**FISCAL NOTE:** Total Claims for the Claims Docket Ending March 06, 2018 is \$ 665,405.31  
Of which the claims amount for Starkville Utilities is \$ 254,410.67

**REQUESTING**

**DEPARTMENT:** Finance and Administration

**DIRECTOR'S**

**AUTHORIZATION:** Lesa Hardin

**FOR MORE INFORMATION CONTACT:** Lesa Hardin, City Clerk / CFO or  
Leanne McGarr, Deputy Clerk – Accounts Payable

---

**SUGGESTED MOTION:** Approval of Claims Docket for claims from all departments including Starkville Utilities Department as of March 06, 2018 for fiscal year ending 9/30/18, acknowledging that the City Clerk has attested and certified on the cover of the Claims Docket that all claims on the docket are true, accurate, lawful and proper to the best of her knowledge, for payment pursuant to her duties under Miss. Code Sections 21-39-5, 21-39-7, 21-39-17 and 21-15-21.



City of Starkville, MS

# Expense Approval Report

## By Fund

Post Dates 02/22/2018 - 03/01/2018

| Vendor Name                                      | Payable Number | Post Date  | Description (Item)                      | Account Number  | Amount          |
|--------------------------------------------------|----------------|------------|-----------------------------------------|-----------------|-----------------|
| <b>Fund: 001 - GENERAL FUND</b>                  |                |            |                                         |                 |                 |
| <b>Department: 000 - UNDESIGNATED</b>            |                |            |                                         |                 |                 |
| <b>Outstanding</b>                               |                |            |                                         |                 |                 |
| STARKVILLE DAILY NEWS                            | INV0025108     | 02/23/2018 | ADVERTISING                             | 001-000-053-206 | 80.56           |
| STARKVILLE DAILY NEWS                            | INV0025106     | 02/23/2018 | ADVERTISING                             | 001-000-053-206 | 48.34           |
| VERIZON WIRELESS                                 | 9800956779     | 02/23/2018 | CELL PHONE CHARGES BY DEP               | 001-000-053-206 | 240.06          |
| <b>Outstanding Total:</b>                        |                |            |                                         |                 | <b>368.96</b>   |
| <b>Paid</b>                                      |                |            |                                         |                 |                 |
| LAWRENCE WAGNER                                  | INV0025163     | 03/01/2018 | RESTITUTION FROM J. DENNI               | 001-000-149-691 | 2,058.00        |
| SPRINT MART STORE                                | INV0025160     | 03/01/2018 | RESTITUTION FROM MIKETTA REED           | 001-000-149-691 | 50.00           |
| CITY OF STARKVILLE                               | INV0025161     | 03/01/2018 | RESTITUTION FROM DIAMOND MAXWELL        | 001-000-149-691 | 80.00           |
| BRENNAN SPARKS                                   | INV0025162     | 03/01/2018 | OVERPAID PARKING TICKET                 | 001-000-149-691 | 40.00           |
| CORY SHIERS                                      | INV0025165     | 03/01/2018 | RESTITUTION FROM DANIEL PRESTON         | 001-000-149-691 | 100.00          |
| SHAWNTANE OWENS                                  | INV0025164     | 03/01/2018 | OVERPAYMENT ON CASH BOND                | 001-000-149-691 | 10.00           |
| <b>Paid Total:</b>                               |                |            |                                         |                 | <b>2,338.00</b> |
| <b>Department 000 - UNDESIGNATED Total:</b>      |                |            |                                         |                 | <b>2,706.96</b> |
| <b>Department: 100 - BOARD OF ALDERMEN</b>       |                |            |                                         |                 |                 |
| <b>Outstanding</b>                               |                |            |                                         |                 |                 |
| VERIZON WIRELESS                                 | 9800956779     | 02/23/2018 | CELL PHONE CHARGES BY DEP               | 001-100-604-330 | 280.07          |
| <b>Outstanding Total:</b>                        |                |            |                                         |                 | <b>280.07</b>   |
| <b>Department 100 - BOARD OF ALDERMEN Total:</b> |                |            |                                         |                 | <b>280.07</b>   |
| <b>Department: 110 - MUNICIPAL COURT</b>         |                |            |                                         |                 |                 |
| <b>Outstanding</b>                               |                |            |                                         |                 |                 |
| SULLIVAN'S OFFICE SUPPLY, INC.                   | 30111          | 02/23/2018 | TAPE DISP, SCISSORS, MOUSE              | 001-110-501-200 | 11.90           |
| SULLIVAN'S OFFICE SUPPLY, INC.                   | 30114          | 02/23/2018 | PAD, STORAGE DISH                       | 001-110-501-200 | 49.95           |
| STRICKLAND COMPANIES                             | 491842-0       | 02/23/2018 | 2 HOLE PUNCH                            | 001-110-501-200 | 24.71           |
| STRICKLAND COMPANIES                             | 491919-0       | 02/23/2018 | SELF INKING STAMPS                      | 001-110-501-200 | 53.90           |
| CANON FINANCIAL SERVICES, INC                    | 18314157       | 02/22/2018 | QLA19783                                | 001-110-604-330 | 163.38          |
| CANON FINANCIAL SERVICES, INC                    | 18314159       | 02/22/2018 | SKA12799 1ST FLOOR HALLW                | 001-110-604-330 | 115.48          |
| STRICKLAND COMPANIES                             | 492124-0       | 02/23/2018 | BLUE INK STAMP                          | 001-110-501-200 | 40.45           |
| VERIZON WIRELESS                                 | 9800956779     | 02/23/2018 | CELL PHONE CHARGES BY DEP               | 001-110-604-330 | 40.01           |
| STATE TREASURER                                  | INV0025116     | 02/23/2018 | JANUARY 2018 MUNICIPAL COURT SETTLEMENT | 001-110-330-166 | 750.00          |
| STATE TREASURER                                  | INV0025116     | 02/23/2018 | JANUARY 2018 MUNICIPAL COURT SETTLEMENT | 001-110-330-376 | 91.00           |
| STATE TREASURER                                  | INV0025116     | 02/23/2018 | JANUARY 2018 MUNICIPAL COURT SETTLEMENT | 001-110-330-377 | 3,333.25        |
| STATE TREASURER                                  | INV0025116     | 02/23/2018 | JANUARY 2018 MUNICIPAL COURT SETTLEMENT | 001-110-330-378 | 682.25          |
| STATE TREASURER                                  | INV0025116     | 02/23/2018 | JANUARY 2018 MUNICIPAL COURT SETTLEMENT | 001-110-330-382 | 12,514.00       |
| STATE TREASURER                                  | INV0025116     | 02/23/2018 | JANUARY 2018 MUNICIPAL COURT SETTLEMENT | 001-110-330-385 | 4,106.75        |
| STATE TREASURER                                  | INV0025116     | 02/23/2018 | JANUARY 2018 MUNICIPAL COURT SETTLEMENT | 001-110-330-387 | 3,504.14        |
| STATE TREASURER                                  | INV0025116     | 02/23/2018 | JANUARY 2018 MUNICIPAL COURT SETTLEMENT | 001-110-330-389 | 40.00           |

## Expense Approval Report

Post Dates: 02/22/2018 - 03/01/2018

| Vendor Name              | Payable Number | Post Date  | Description (Item)                      | Account Number  | Amount   |
|--------------------------|----------------|------------|-----------------------------------------|-----------------|----------|
| STATE TREASURER          | INV0025116     | 02/23/2018 | JANUARY 2018 MUNICIPAL COURT SETTLEMENT | 001-110-330-393 | 265.75   |
| STATE TREASURER          | INV0025116     | 02/23/2018 | JANUARY 2018 MUNICIPAL COURT SETTLEMENT | 001-110-330-395 | 144.25   |
| MS DEPT OF PUBLIC SAFETY | INV0025117     | 02/23/2018 | JAN. 2018 MUNICIPAL COURT SETTLEMENT    | 001-110-330-386 | 1,944.75 |
| MS DEPT OF PUBLIC SAFETY | INV0025117     | 02/23/2018 | JAN. 2018 MUNICIPAL COURT SETTLEMENT    | 001-110-330-396 | 3,060.00 |
| MS DEPT OF PUBLIC SAFETY | INV0025117     | 02/23/2018 | JAN. 2018 MUNICIPAL COURT SETTLEMENT    | 001-110-330-397 | 213.00   |

Outstanding Total: 31,148.92

Department 110 - MUNICIPAL COURT Total: 31,148.92

## Department: 120 - MAYORS OFFICE

## Outstanding

|                               |            |            |                                      |                 |           |
|-------------------------------|------------|------------|--------------------------------------|-----------------|-----------|
| RETAIL STRATEGIES, LLC        | 248-3      | 02/23/2018 | SERVICE PERIOD YEAR 3/CONSULTING FEE | 001-120-600-300 | 15,000.00 |
| CANON FINANCIAL SERVICES, INC | 18314156   | 02/22/2018 | JME15733                             | 001-120-604-330 | 63.75     |
| VERIZON WIRELESS              | 9800956779 | 02/23/2018 | CELL PHONE CHARGES BY DEP            | 001-120-604-330 | 145.65    |

Outstanding Total: 15,209.40

## Paid

|                  |            |            |                                  |                 |          |
|------------------|------------|------------|----------------------------------|-----------------|----------|
| JACKSON MARRIOTT | INV0025157 | 03/01/2018 | MAYOR'S YOUTH COUNCIL 2018       | 001-120-600-340 | 1,157.00 |
| MARKEETA OUTLAW  | INV0025158 | 03/01/2018 | MAYOR'S YOUTH COUNCIL/FOOD & GAS | 001-120-600-340 | 875.50   |

Paid Total: 2,032.50

Department 120 - MAYORS OFFICE Total: 17,241.90

## Department: 123 - IT

## Outstanding

|                               |            |            |                            |                 |          |
|-------------------------------|------------|------------|----------------------------|-----------------|----------|
| MATTHEW ADDY                  | 20440968   | 02/22/2018 | TRIPOD REIMBURSEMENT       | 001-123-918-805 | 99.95    |
| CANON FINANCIAL SERVICES, INC | 18314152   | 02/22/2018 | JWH03501/DRL72630          | 001-123-604-330 | 43.75    |
| CIVICPLUS                     | 169311     | 02/22/2018 | SSL CERTIFICATE ANNUAL FEE | 001-123-600-300 | 50.00    |
| VERIZON WIRELESS              | 9800956779 | 02/23/2018 | CELL PHONE CHARGES BY DEP  | 001-123-604-330 | 1,429.22 |

Outstanding Total: 1,622.92

Department 123 - IT Total: 1,622.92

## Department: 145 - OTHER ADMINISTRATIVE

## Outstanding

|                                   |            |            |                                         |                 |        |
|-----------------------------------|------------|------------|-----------------------------------------|-----------------|--------|
| CANON FINANCIAL SERVICES, INC     | 18314153   | 02/22/2018 | JME09414                                | 001-145-604-330 | 370.00 |
| CANON FINANCIAL SERVICES, INC     | 18314159   | 02/22/2018 | SKA12799 1ST FLOOR HALLW                | 001-145-604-330 | 115.47 |
| PETTY CASH VOUCHERS               | INV0025032 | 02/22/2018 | OFFICE SUPPLIES, CLEANING SUPPLIES      | 001-145-501-200 | 11.77  |
| JAMEIKA SMITH                     | INV0025024 | 02/22/2018 | MEALS & MILEAGE FOR SPRING CMC TRAINING | 001-145-610-350 | 128.10 |
| VERIZON WIRELESS                  | 9800956779 | 02/23/2018 | CELL PHONE CHARGES BY DEP               | 001-145-604-330 | 40.01  |
| TOWNEPLACE SUITES OXFORD/MARRIOTT | INV0025113 | 02/23/2018 | JAMEIKA SMITH/HOTEL SPRING 18 CMC CLASS | 001-145-610-350 | 198.00 |

Outstanding Total: 863.35

## Paid

|                            |            |            |                                        |                 |        |
|----------------------------|------------|------------|----------------------------------------|-----------------|--------|
| LEANNE MCGARR              | INV0025100 | 02/23/2018 | MEALS & TRAVEL FOR SPRING 18 CMC CLASS | 001-145-610-350 | 129.00 |
| HOLIDAY INN TRUSTMARK PARK | INV0025152 | 02/23/2018 | CMC CLASS HOTEL, SPRING 2018           | 001-145-610-350 | 218.00 |

Paid Total: 347.00

Department 145 - OTHER ADMINISTRATIVE Total: 1,210.35

## Expense Approval Report

Post Dates: 02/22/2018 - 03/01/2018

| Vendor Name                                                    | Payable Number | Post Date  | Description (Item)                      | Account Number  | Amount          |
|----------------------------------------------------------------|----------------|------------|-----------------------------------------|-----------------|-----------------|
| <b>Department: 169 - LEGAL</b>                                 |                |            |                                         |                 |                 |
| <b>Outstanding</b>                                             |                |            |                                         |                 |                 |
| MARK G. WILLIAMSON, ATTORNEY AT LAW                            | INV0025096     | 02/22/2018 | VS. D. WILMOTH                          | 001-169-600-309 | 200.00          |
| STARKVILLE DAILY NEWS                                          | INV0025106     | 02/23/2018 | ADVERTISING                             | 001-169-615-342 | 88.40           |
| <b>Outstanding Total:</b>                                      |                |            |                                         |                 | <b>288.40</b>   |
| <b>Department 169 - LEGAL Total:</b>                           |                |            |                                         |                 | <b>288.40</b>   |
| <b>Department: 180 - HUMAN RESOURCES</b>                       |                |            |                                         |                 |                 |
| <b>Outstanding</b>                                             |                |            |                                         |                 |                 |
| CANON FINANCIAL SERVICES, INC                                  | 18314152       | 02/22/2018 | JWH03501/DRL72630                       | 001-180-604-330 | 43.75           |
| VERIZON WIRELESS                                               | 9800956779     | 02/23/2018 | CELL PHONE CHARGES BY DEP               | 001-180-604-330 | 256.35          |
| <b>Outstanding Total:</b>                                      |                |            |                                         |                 | <b>300.10</b>   |
| <b>Department 180 - HUMAN RESOURCES Total:</b>                 |                |            |                                         |                 | <b>300.10</b>   |
| <b>Department: 190 - CITY PLANNER</b>                          |                |            |                                         |                 |                 |
| <b>Outstanding</b>                                             |                |            |                                         |                 |                 |
| CANON FINANCIAL SERVICES, INC                                  | 18314152       | 02/22/2018 | JWH03501/DRL72630                       | 001-190-604-330 | 87.50           |
| CANON FINANCIAL SERVICES, INC                                  | 18314156       | 02/22/2018 | JME15733                                | 001-190-604-330 | 63.75           |
| CADENCE VISA                                                   | 16087          | 02/22/2018 | HAVELIN & CORBIN WORKSHOP REG.          | 001-190-690-553 | 60.00           |
| CADENCE VISA                                                   | INV0025029     | 02/22/2018 | APA DUES-SANDERS                        | 001-190-690-557 | 355.00          |
| CADENCE VISA                                                   | INV0025114     | 02/23/2018 | HAVELIN & CORBIN APA CONF. REGISTRATION | 001-190-690-553 | 1,470.00        |
| STARKVILLE DAILY NEWS                                          | INV0025108     | 02/23/2018 | ADVERTISING                             | 001-190-604-330 | 48.60           |
| STARKVILLE DAILY NEWS                                          | INV0025106     | 02/23/2018 | ADVERTISING                             | 001-190-604-330 | 77.12           |
| STARKVILLE DAILY NEWS                                          | INV0025106     | 02/23/2018 | ADVERTISING                             | 001-190-604-330 | 37.88           |
| VERIZON WIRELESS                                               | 9800956779     | 02/23/2018 | CELL PHONE CHARGES BY DEP               | 001-190-604-330 | 536.70          |
| <b>Outstanding Total:</b>                                      |                |            |                                         |                 | <b>2,736.55</b> |
| <b>Department 190 - CITY PLANNER Total:</b>                    |                |            |                                         |                 | <b>2,736.55</b> |
| <b>Department: 192 - GENERAL GOVERN BLDG &amp; PLANT</b>       |                |            |                                         |                 |                 |
| <b>Outstanding</b>                                             |                |            |                                         |                 |                 |
| ATMOS ENERGY                                                   | INV0025095     | 02/22/2018 | 4012591687 CITY HALL                    | 001-192-625-380 | 1,075.06        |
| CINTAS                                                         | 215300437      | 02/22/2018 | CITY HALL                               | 001-192-510-220 | 25.07           |
| PETTY CASH VOUCHERS                                            | INV0025032     | 02/22/2018 | OFFICE SUPPLIES, CLEANING SUPPLIES      | 001-192-510-220 | 26.05           |
| CINTAS                                                         | 215304056      | 03/01/2018 | CITY HALL, 02/27/18                     | 001-192-510-220 | 25.07           |
| <b>Outstanding Total:</b>                                      |                |            |                                         |                 | <b>1,151.25</b> |
| <b>Department 192 - GENERAL GOVERN BLDG &amp; PLANT Total:</b> |                |            |                                         |                 | <b>1,151.25</b> |
| <b>Department: 196 - CEMETERY ADMINISTRATION</b>               |                |            |                                         |                 |                 |
| <b>Outstanding</b>                                             |                |            |                                         |                 |                 |
| BELL BUILDING SUPPLY, INC.                                     | 215736         | 02/22/2018 | CLAW HAMMER                             | 001-196-691-550 | 10.65           |
| <b>Outstanding Total:</b>                                      |                |            |                                         |                 | <b>10.65</b>    |
| <b>Department 196 - CEMETERY ADMINISTRATION Total:</b>         |                |            |                                         |                 | <b>10.65</b>    |
| <b>Department: 197 - ENGINEERING</b>                           |                |            |                                         |                 |                 |
| <b>Outstanding</b>                                             |                |            |                                         |                 |                 |
| CANON FINANCIAL SERVICES, INC                                  | 18314156       | 02/22/2018 | JME15733                                | 001-197-604-330 | 63.75           |
| <b>Outstanding Total:</b>                                      |                |            |                                         |                 | <b>63.75</b>    |
| <b>Department 197 - ENGINEERING Total:</b>                     |                |            |                                         |                 | <b>63.75</b>    |
| <b>Department: 201 - POLICE DEPARTMENT</b>                     |                |            |                                         |                 |                 |
| <b>Outstanding</b>                                             |                |            |                                         |                 |                 |
| JEFF SMITH BODYSHOP                                            | 1985           | 02/22/2018 | REPAIRS TO P-17                         | 001-201-630-360 | 1,768.18        |
| RACKLEY OIL INC.                                               | 470624         | 02/22/2018 | GAS                                     | 001-201-525-231 | 1,626.26        |
| TRI-STARR MUFFLER & BRAKE                                      | 402967         | 02/22/2018 | BOTH REAR AXLE SHAFTS, PINION SEAL      | 001-201-630-360 | 831.23          |

## Expense Approval Report

Post Dates: 02/22/2018 - 03/01/2018

| Vendor Name                          | Payable Number | Post Date  | Description (Item)                           | Account Number  | Amount   |
|--------------------------------------|----------------|------------|----------------------------------------------|-----------------|----------|
| TRI-STARR MUFFLER & BRAKE            | 402973         | 02/22/2018 | REPLACED BOTH AXLES, GEAR LUBE, SEALS        | 001-201-630-360 | 854.97   |
| TRI-STARR MUFFLER & BRAKE            | 402977         | 02/22/2018 | ALTERNATOR, BELT, LABOR                      | 001-201-630-360 | 293.97   |
| TRI-STARR MUFFLER & BRAKE            | 402987         | 02/22/2018 | ALTERNATOR AND LABOR                         | 001-201-630-360 | 296.42   |
| R&M TIRES                            | 1115985        | 02/22/2018 | TIRE MOUNT & BALANCE                         | 001-201-630-360 | 19.00    |
| TRI-STARR MUFFLER & BRAKE            | 402999         | 02/22/2018 | OIL CHANGE                                   | 001-201-630-360 | 38.95    |
| IVY AUTO PARTS, LLC.                 | 578025         | 02/22/2018 | BATTERY                                      | 001-201-630-360 | 159.71   |
| R&F COMFORT SYSTEMS INC              | 18684          | 02/22/2018 | CLEAN FURNACE BURNERS, DIAGNOSTIC FEE        | 001-201-630-426 | 122.20   |
| TRI-STARR MUFFLER & BRAKE            | 403032         | 02/22/2018 | BATTERY & INSTALLATION                       | 001-201-630-360 | 194.00   |
| TRI-STARR MUFFLER & BRAKE            | 403044         | 02/22/2018 | WIPER SWITCH, OIL CHANGE                     | 001-201-630-360 | 201.94   |
| WEX Bank /WRIGHT EXPRESS FSC         | 52887996       | 02/22/2018 | GAS                                          | 001-201-525-231 | 441.32   |
| LAIRD CLINIC OF FAMILY MEDICINE      | 074765         | 02/22/2018 | P. MADEEN PHYSICAL/TESTIN                    | 001-201-600-319 | 213.00   |
| DIGITAL-ALLY                         | 1098887        | 02/22/2018 | FIRST VU HD DVR W/STAND BATTERY COVER        | 001-201-630-400 | 245.00   |
| TRI-STARR MUFFLER & BRAKE            | 485711         | 02/22/2018 | OIL CHANGE                                   | 001-201-630-360 | 51.73    |
| UPS STORE 3702                       | INV0025034     | 02/22/2018 | POSTAGE                                      | 001-201-604-330 | 9.63     |
| MID-SOUTH UNIFORM & SUPPLY           | 572100         | 02/22/2018 | COMMENDATION BAR, PANTS, SERVICE BAR, TIES   | 001-201-535-233 | 542.13   |
| SULLIVAN'S OFFICE SUPPLY, INC.       | 30954          | 02/22/2018 | MANILLA FOLDERS, FILE FOLDERS                | 001-201-501-200 | 15.83    |
| TRI-STARR MUFFLER & BRAKE            | 485718         | 02/22/2018 | BRAKE PADS, ROTORS, SEALS, OIL CHANGE        | 001-201-630-360 | 675.97   |
| PITTS SIGN COMPANY                   | INV0025033     | 02/22/2018 | 2 TAGS, STRIPING FOR ANIMAL CONTROL TRUCK    | 001-201-630-360 | 225.00   |
| R&M TIRES                            | 1116238        | 02/22/2018 | OIL CHANGE & FILTER                          | 001-201-630-360 | 45.95    |
| LOWE'S-POLICE                        | 15047          | 02/22/2018 | SAFETY VEST, TAPE, MAT                       | 001-201-501-200 | 66.34    |
| RACKLEY OIL INC.                     | 474597         | 02/22/2018 | GAS                                          | 001-201-525-231 | 2,625.85 |
| TRI-STARR MUFFLER & BRAKE            | 485723         | 02/22/2018 | REMOVED & INSTALLED TRAILER HITCH            | 001-201-630-360 | 95.00    |
| MID-SOUTH UNIFORM & SUPPLY           | 572195         | 02/22/2018 | UNIFORMS, BOOTS                              | 001-201-535-233 | 521.82   |
| BASICS, INC. A Trade America Company | 22332          | 02/22/2018 | LATEX GLOVES & CAN LINERS                    | 001-201-555-250 | 164.34   |
| UPS STORE 3702                       | 4578           | 02/22/2018 | ENVELOPE/SHIPPING                            | 001-201-604-330 | 10.48    |
| TRI-STARR MUFFLER & BRAKE            | 485728         | 02/22/2018 | REAR BRAKE PADS                              | 001-201-630-360 | 324.54   |
| DPS CRIME LAB                        | 90066156       | 02/22/2018 | ANALYTICAL FEES                              | 001-201-600-300 | 60.00    |
| MSU COLLEGE OF VETERINARY MEDICINE   | C439601        | 02/22/2018 | OVERNIGHT TEST                               | 001-201-600-300 | 40.00    |
| SECURITY SOLUTIONS                   | 109363         | 02/22/2018 | ADDITIONAL CAMERAS                           | 001-201-918-805 | 1,889.80 |
| SULLIVAN'S OFFICE SUPPLY, INC.       | 31108          | 02/22/2018 | ARROW MESSAGE, PAPER CLIPS, SORTER, PENS     | 001-201-501-200 | 25.44    |
| TRI-STARR MUFFLER & BRAKE            | 485733         | 02/22/2018 | FRONT& REAR PADS, OIL CHANGE                 | 001-201-630-360 | 403.61   |
| DYLAN BOWERS                         | INV0025030     | 02/22/2018 | REIMB BOOT PURCHASE FROM ACADEMY             | 001-201-535-233 | 90.94    |
| WALTER CURTIS COMPANY, L             | 24131          | 02/22/2018 | POCKET BADGES FOR LAY AND WINSHIP            | 001-201-501-200 | 96.00    |
| MID-SOUTH UNIFORM & SUPPLY           | 572334         | 02/22/2018 | SWEATERS, JACKETS, POLOS                     | 001-201-535-233 | 933.00   |
| TRI-STARR MUFFLER & BRAKE            | 485744         | 02/22/2018 | TRANS FILTER KIT, BELT, SWAY BAR, OIL CHANGE | 001-201-630-360 | 542.89   |
| WAL MART-GENERAL CITY                | 05345.         | 02/22/2018 | LATCH TOTES-4                                | 001-201-501-200 | 35.88    |
| SULLIVAN'S OFFICE SUPPLY, INC.       | 31256          | 02/22/2018 | POST ITS, BINDER CLIPS, DRY ERASER, MARKERS  | 001-201-501-200 | 31.43    |
| WAL MART-GENERAL CITY                | 04742          | 02/22/2018 | ZIP TIES, SURGE PROTECTOR, TOTE              | 001-201-501-200 | 84.65    |
| RACKLEY OIL INC.                     | 475155         | 02/22/2018 | GAS                                          | 001-201-525-231 | 2,218.85 |
| CANON FINANCIAL SERVICES, INC        | 18314155       | 02/22/2018 | JMQ18879/JMQ18878                            | 001-201-635-369 | 402.00   |

## Expense Approval Report

Post Dates: 02/22/2018 - 03/01/2018

| Vendor Name                               | Payable Number | Post Date  | Description (Item)                      | Account Number  | Amount    |
|-------------------------------------------|----------------|------------|-----------------------------------------|-----------------|-----------|
| CANON FINANCIAL SERVICES, INC             | 18314158       | 02/22/2018 | QNR08831                                | 001-201-635-369 | 121.55    |
| SCRIVENER CORPORATION, THE                | 41             | 02/22/2018 | YEARLY COMPOSITE PHOTO                  | 001-201-600-300 | 650.00    |
| ATMOS ENERGY                              | INV0025094     | 02/22/2018 | 4022600568 POLICE                       | 001-201-625-380 | 867.26    |
| AT&T-NCIC MONITOR LINE                    | 02.14.18       | 03/01/2018 | 662 615 1467 637 0593 NCIC MONITOR LINE | 001-201-600-300 | 36.86     |
| CHRIS GREGORY                             | 936477         | 02/22/2018 | AUTO ZONE REIMBURSEMEN                  | 001-201-630-360 | 11.55     |
| AXON ENTERPRISE, INC                      | SI1521625      | 02/22/2018 | 50 TASER CARTRIDGES                     | 001-201-556-251 | 1,600.00  |
| VERIZON WIRELESS                          | 9800956779     | 02/23/2018 | CELL PHONE CHARGES BY DEP               | 001-201-604-330 | 2,193.23  |
| Outstanding Total:                        |                |            |                                         |                 | 25,015.70 |
| Department 201 - POLICE DEPARTMENT Total: |                |            |                                         |                 | 25,015.70 |

## Department: 215 - CUSTODY OF PRISONERS

## Outstanding

|                                              |        |            |                       |                 |        |
|----------------------------------------------|--------|------------|-----------------------|-----------------|--------|
| ZIP SCRIPTS                                  | 168266 | 02/22/2018 | MEDS FOR W. CHISHOLM  | 001-215-541-237 | 26.00  |
| ZIP SCRIPTS                                  | 168940 | 02/22/2018 | MEDS FOR WILLIAM LOVE | 001-215-541-237 | 110.34 |
| Outstanding Total:                           |        |            |                       |                 | 136.34 |
| Department 215 - CUSTODY OF PRISONERS Total: |        |            |                       |                 | 136.34 |

## Department: 230 - POLICE TRAINING

## Paid

|                                         |            |            |                                         |                 |        |
|-----------------------------------------|------------|------------|-----------------------------------------|-----------------|--------|
| NOBLE                                   | INV0025101 | 02/23/2018 | NOBLE 2108 WINTER CEO SYMP REGISTRATION | 001-230-690-552 | 200.00 |
| Paid Total:                             |            |            |                                         |                 | 200.00 |
| Department 230 - POLICE TRAINING Total: |            |            |                                         |                 | 200.00 |

## Department: 240 - POLICE-COMMUNICATION SERV

## Outstanding

|                                                   |          |            |                                |                 |        |
|---------------------------------------------------|----------|------------|--------------------------------|-----------------|--------|
| BOB'S MOBILE RADIO                                | 01.01.18 | 03/01/2018 | JANUARY 2018 SERVICE AGREEMENT | 001-240-630-404 | 406.00 |
| Outstanding Total:                                |          |            |                                |                 | 406.00 |
| Department 240 - POLICE-COMMUNICATION SERV Total: |          |            |                                |                 | 406.00 |

## Department: 261 - FIRE DEPARTMENT

## Outstanding

|                                                 |              |            |                                       |                 |          |
|-------------------------------------------------|--------------|------------|---------------------------------------|-----------------|----------|
| COLUMBUS PAPER AND CHEMICALS                    | 787925-1     | 02/22/2018 | 9" 3 COMP FOAM PLATES                 | 001-261-501-200 | 36.48    |
| NAFECO                                          | 910019       | 02/22/2018 | 3 STREAMLIGHT                         | 001-261-918-805 | 206.84   |
| IAFC - INTERNATIONAL ASSOC of FIRE CHIEFS, INC. | INV0025031   | 02/22/2018 | MEMBERSHIP DUES FOR C. YARBROUGH      | 001-261-690-555 | 219.00   |
| EVS /G&W DIESEL SERVICES, INC                   | 131658       | 02/23/2018 | SUSPENDERS & PADDING                  | 001-261-918-805 | 224.46   |
| NEWELL PAPER COMPANY                            | 3027197      | 02/22/2018 | ALUM FOIL                             | 001-261-510-220 | 213.63   |
| NEWELL PAPER COMPANY                            | 3026244      | 02/22/2018 | JANITORIAL SUPPLIES                   | 001-261-510-220 | 604.92   |
| SUNBELT FIRE APPARATUS                          | 309249       | 02/23/2018 | UNIFORM BOOTS                         | 001-261-535-233 | 83.00    |
| BELL BUILDING SUPPLY, INC.                      | 215367       | 02/22/2018 | 2 10.1 OZ ALEX + WHITE                | 001-261-555-250 | 5.30     |
| ARMY NAVY PAWN SHOP                             | 0062902      | 02/22/2018 | GUNS FOR RESERVE POLICE OFFICERS      | 001-261-918-805 | 1,416.00 |
| NESCO ELECTRICAL DISTRIBUTORS                   | S2228663.001 | 02/22/2018 | SPOT LIGHT BULB                       | 001-261-555-250 | 2.60     |
| CADENCE VISA                                    | INV0025023   | 02/22/2018 | PRESTON HELMS, NAT'L EMT REGISTRY     | 001-261-690-555 | 15.00    |
| MAGNOLIA CLEANERS                               | 128809       | 02/22/2018 | UNIFORM CLEANING                      | 001-261-600-430 | 16.69    |
| IVY AUTO PARTS, LLC.                            | 580212       | 02/22/2018 | OIL & ANTIFREEZE                      | 001-261-630-360 | 61.96    |
| ESAP -EMERGENCY SERVICE ADMIN PROFESSIONALS     | INV0025111   | 02/23/2018 | ESAP 2018 MEMBERSHIP DUE              | 001-261-690-555 | 25.00    |
| WAL MART-GENERAL CITY                           | 00146        | 02/23/2018 | CAR WASH SUPPLIES                     | 001-261-630-360 | 36.41    |
| LOWE'S-FIRE                                     | 909892       | 02/22/2018 | 50 GALLON TOTE/45 GALLON WHEELED TOTE | 001-261-555-250 | 49.37    |
| PETTY CASH VOUCHERS                             | INV0025169   | 03/01/2018 | YARBROUGH, DUMP TRASH                 | 001-261-691-550 | 125.00   |
| Outstanding Total:                              |              |            |                                       |                 | 3,341.66 |
| Department 261 - FIRE DEPARTMENT Total:         |              |            |                                       |                 | 3,341.66 |

## Expense Approval Report

Post Dates: 02/22/2018 - 03/01/2018

| Vendor Name                                                | Payable Number | Post Date  | Description (Item)                    | Account Number  | Amount          |
|------------------------------------------------------------|----------------|------------|---------------------------------------|-----------------|-----------------|
| <b>Department: 263 - FIRE TRAINING</b>                     |                |            |                                       |                 |                 |
| <b>Outstanding</b>                                         |                |            |                                       |                 |                 |
| NATHAN GAUDIN                                              | INV0025098     | 02/22/2018 | MFSA 1001 MEAL REIB                   | 001-263-600-390 | 45.44           |
| SAMETRIUS MOORE                                            | INV0025107     | 02/23/2018 | 1001 ACADEMY MEAL REIMB               | 001-263-600-390 | 25.37           |
| THE UNIVERSITY OF MISSISSIPPI SCHOOL OF LAW                | INV0025110     | 02/23/2018 | ESAP CONFERENCE REGISTRATION          | 001-263-600-390 | 125.00          |
| MFIA -MS FIRE                                              | INV0025115     | 02/23/2018 | MARK MCCURDY/MFIA                     | 001-263-600-390 | 175.00          |
| INVESTIGATORS ASSOC                                        |                |            | SPRING 18 REGISTRATION                |                 |                 |
| <b>Outstanding Total:</b>                                  |                |            |                                       |                 | <b>370.81</b>   |
| <b>Department 263 - FIRE TRAINING Total:</b>               |                |            |                                       |                 | <b>370.81</b>   |
| <b>Department: 264 - FIRE COMMUNICATIONS</b>               |                |            |                                       |                 |                 |
| <b>Outstanding</b>                                         |                |            |                                       |                 |                 |
| VERIZON WIRELESS                                           | 9800956779     | 02/23/2018 | CELL PHONE CHARGES BY DEP             | 001-264-604-330 | 870.04          |
| BOB'S MOBILE RADIO                                         | 01.01.18       | 03/01/2018 | JANUARY 2018 SERVICE AGREEMENT        | 001-264-630-404 | 310.00          |
| <b>Outstanding Total:</b>                                  |                |            |                                       |                 | <b>1,180.04</b> |
| <b>Department 264 - FIRE COMMUNICATIONS Total:</b>         |                |            |                                       |                 | <b>1,180.04</b> |
| <b>Department: 267 - FIRE STATIONS AND BUILDINGS</b>       |                |            |                                       |                 |                 |
| <b>Outstanding</b>                                         |                |            |                                       |                 |                 |
| DIRECTV                                                    | 33508857625    | 02/23/2018 | SATELLITE FOR STATION 5               | 001-267-625-380 | 60.06           |
| LOWE'S-FIRE                                                | 902304         | 02/22/2018 | BUILDING SUPPLIES                     | 001-267-558-269 | 166.82          |
| ATMOS ENERGY                                               | 03.01.18       | 02/22/2018 | 3020829684/FIRE STATION 3             | 001-267-625-380 | 486.37          |
| LOWE'S-FIRE                                                | 901611         | 02/22/2018 | BUILDING SUPPLIES                     | 001-267-558-269 | 20.31           |
| LOWE'S-FIRE                                                | 909686         | 02/22/2018 | BUILDING SUPPLIES                     | 001-267-558-269 | 105.91          |
| LOWE'S-FIRE                                                | 910209         | 02/22/2018 | BUILDING SUPPLIES                     | 001-267-558-269 | 220.29          |
| LOWE'S-FIRE                                                | 910323         | 02/23/2018 | PAINT SUPPLIES                        | 001-267-558-269 | 49.29           |
| LOWE'S-FIRE                                                | 901992         | 02/22/2018 | BUILDING SUPPLIES                     | 001-267-558-269 | 141.24          |
| LOWE'S-FIRE                                                | 901989         | 02/23/2018 | WATER HEATER                          | 001-267-558-269 | 312.55          |
| ATMOS ENERGY                                               | INV0025166     | 03/01/2018 | 3020829684 FIRE STATION #2            | 001-267-625-380 | 639.62          |
| STARKVILLE UTILITIES                                       | INV0025109     | 02/23/2018 | UTILITY BILLS BY DEPT                 | 001-267-625-380 | 728.38          |
| <b>Outstanding Total:</b>                                  |                |            |                                       |                 | <b>2,930.84</b> |
| <b>Department 267 - FIRE STATIONS AND BUILDINGS Total:</b> |                |            |                                       |                 | <b>2,930.84</b> |
| <b>Department: 281 - BUILDING/CODES OFFICE</b>             |                |            |                                       |                 |                 |
| <b>Outstanding</b>                                         |                |            |                                       |                 |                 |
| GOLDEN TRIANGLE PLANNING & DEVELOPM                        | 3793           | 02/22/2018 | E911 MONTHLY BILLING                  | 001-281-691-550 | 73.00           |
| SULLIVAN'S OFFICE SUPPLY, INC.                             | 31365          | 02/22/2018 | OFFICE SUPPLIES                       | 001-281-555-250 | 252.52          |
| CANON FINANCIAL SERVICES, INC                              | 18314156       | 02/22/2018 | JME15733                              | 001-281-604-330 | 63.75           |
| INTERNATIONAL CODE COUNCIL                                 | 1000838814     | 02/22/2018 | JOYNER WILLIAMS                       | 001-281-690-555 | 85.00           |
| WAL MART-GENERAL CITY                                      | 09437          | 02/22/2018 | COFFEE, CREAMER, SUGAR, FOLDERS       | 001-281-555-250 | 75.83           |
| SECURITY SOLUTIONS                                         | 109480         | 02/23/2018 | INSTALL SMART SCREEN IN PLANNING DEPT | 001-281-630-400 | 3,047.80        |
| SUNBELT FIRE APPARATUS                                     | 31540          | 02/23/2018 | DESKPAD CALENDAR, CHIPBOARD           | 001-281-555-250 | 2.39            |
| GOLDEN TRIANGLE PLANNING & DEVELOPM                        | 3792           | 02/22/2018 | BOA-PILINGTON PLACE                   | 001-281-691-550 | 73.00           |
| CAPITOL HARDWARE COMPANY, INC                              | 0107124-IN     | 02/22/2018 | PLAT& ADDRESS, TSANFORD               | 001-281-501-200 | 28.00           |
| STARKVILLE DAILY NEWS                                      | INV0025106     | 02/23/2018 | CUT 2 KEYS TO B2                      | 001-281-501-200 | 28.00           |
| TRUSTMARK NATIONAL BANK                                    | 3.18.18        | 02/23/2018 | ADVERTISING                           | 001-281-502-201 | 60.92           |
| TRUSTMARK NATIONAL BANK                                    | 3.18.18        | 02/23/2018 | 98905/STREET F250 & 2 TACOMAS         | 001-281-820-874 | 400.90          |
| TRUSTMARK NATIONAL BANK                                    | 3.18.18        | 02/23/2018 | 98905/STREET F250 & 2 TACOMAS         | 001-281-830-873 | 50.48           |
| <b>Outstanding Total:</b>                                  |                |            |                                       |                 | <b>4,213.59</b> |
| <b>Department 281 - BUILDING/CODES OFFICE Total:</b>       |                |            |                                       |                 | <b>4,213.59</b> |

## Expense Approval Report

Post Dates: 02/22/2018 - 03/01/2018

| Vendor Name                                                 | Payable Number | Post Date  | Description (Item)                                 | Account Number  | Amount        |
|-------------------------------------------------------------|----------------|------------|----------------------------------------------------|-----------------|---------------|
| <b>Department: 290 - CIVIL DEFENSE/WARNING SYSTEM</b>       |                |            |                                                    |                 |               |
| <b>Outstanding</b>                                          |                |            |                                                    |                 |               |
| STARKVILLE UTILITIES                                        | INV0025109     | 02/23/2018 | UTILITY BILLS BY DEPT                              | 001-290-625-380 | 79.37         |
| <b>Outstanding Total:</b>                                   |                |            |                                                    |                 | <b>79.37</b>  |
| <b>Department 290 - CIVIL DEFENSE/WARNING SYSTEM Total:</b> |                |            |                                                    |                 | <b>79.37</b>  |
| <b>Department: 301 - STREET DEPARTMENT</b>                  |                |            |                                                    |                 |               |
| <b>Outstanding</b>                                          |                |            |                                                    |                 |               |
| CINTAS                                                      | 215287951      | 02/23/2018 | STREET DEPT 12.26.17                               | 001-301-535-233 | 112.85        |
| CINTAS                                                      | 215300424      | 02/22/2018 | STREET                                             | 001-301-535-233 | 127.80        |
| TRUSTMARK NATIONAL BANK                                     | 3.18.18        | 02/23/2018 | 98905/STREET F250 & 2 TACOMAS                      | 001-301-820-874 | 400.90        |
| TRUSTMARK NATIONAL BANK                                     | 3.18.18        | 02/23/2018 | 98905/STREET F250 & 2 TACOMAS                      | 001-301-830-873 | 50.47         |
| VERIZON WIRELESS                                            | 9800956779     | 02/23/2018 | CELL PHONE CHARGES BY DEP                          | 001-301-604-330 | 142.51        |
| CINTAS                                                      | 215304044      | 03/01/2018 | STREET DEPT, 02/27/18                              | 001-301-535-233 | 127.80        |
| <b>Outstanding Total:</b>                                   |                |            |                                                    |                 | <b>962.33</b> |
| <b>Department 301 - STREET DEPARTMENT Total:</b>            |                |            |                                                    |                 | <b>962.33</b> |
| <b>Department: 302 - STREET LIGHTING</b>                    |                |            |                                                    |                 |               |
| <b>Outstanding</b>                                          |                |            |                                                    |                 |               |
| STARKVILLE UTILITIES                                        | INV0025109     | 02/23/2018 | UTILITY BILLS BY DEPT                              | 001-302-625-380 | 19.59         |
| <b>Outstanding Total:</b>                                   |                |            |                                                    |                 | <b>19.59</b>  |
| <b>Department 302 - STREET LIGHTING Total:</b>              |                |            |                                                    |                 | <b>19.59</b>  |
| <b>Department: 360 - ANIMAL CONTROL</b>                     |                |            |                                                    |                 |               |
| <b>Outstanding</b>                                          |                |            |                                                    |                 |               |
| RACKLEY OIL INC.                                            | 475155         | 02/22/2018 | GAS                                                | 001-360-525-231 | 40.38         |
| BOB'S MOBILE RADIO                                          | 01.01.18       | 03/01/2018 | JANUARY 2018 SERVICE AGREEMENT                     | 001-360-604-330 | 9.00          |
| <b>Outstanding Total:</b>                                   |                |            |                                                    |                 | <b>49.38</b>  |
| <b>Department 360 - ANIMAL CONTROL Total:</b>               |                |            |                                                    |                 | <b>49.38</b>  |
| <b>Department: 550 - PARKS AND REC DEPARTMENT</b>           |                |            |                                                    |                 |               |
| <b>Outstanding</b>                                          |                |            |                                                    |                 |               |
| BERRY ELECTRIC, LLC                                         | 004185         | 02/23/2018 | LOW POWER VOLTAGE FROM TRANSFORMER                 | 001-550-600-340 | 175.00        |
| CANON SOLUTIONS AMERICA                                     | 4025018233     | 02/23/2018 | JMQ12482 PARKS                                     | 001-550-600-330 | 292.19        |
| NEWELL PAPER COMPANY                                        | 3025773        | 02/23/2018 | 2 CASES MULTIFLD TOWELS                            | 001-550-501-208 | 63.37         |
| NEWELL PAPER COMPANY                                        | 3026177        | 02/23/2018 | TISSUE, DISINFECTANT, SOAP                         | 001-550-501-208 | 172.86        |
| BSN SPORTS                                                  | 901581420      | 02/23/2018 | FOAM BEAMS, ORANGE CONES, PLAY TUNNEL, FOLDING GOA | 001-550-501-220 | 640.38        |
| CANON FINANCIAL SERVICES, INC                               | 18314154       | 02/23/2018 | JMQ12482 PARKS                                     | 001-550-600-330 | 382.00        |
| LOWE'S- PARKS                                               | 09662          | 02/22/2018 | ZIP TIES, CLOCKS                                   | 001-550-501-220 | 54.65         |
| BLISS PRODUCTS & SERVICES                                   | 17382          | 02/22/2018 | GOAL PAD, ADJ. HANDLE, FREIGHT                     | 001-550-501-220 | 704.50        |
| BOARDTOWN LOCKSMITH                                         | 1734           | 02/23/2018 | DEADBOLTS INSTALLED                                | 001-550-600-300 | 420.00        |
| HELENA CHEMICAL COMPAN                                      | 62088392       | 02/23/2018 | ROUND UP, SIMAZINE, SPRAY INDICATOR XL             | 001-550-630-402 | 1,799.00      |
| G&K SERVICES                                                | 6231418763     | 02/23/2018 | MAT CLEANING                                       | 001-550-501-208 | 36.20         |
| LOWE'S- PARKS                                               | 901521         | 02/23/2018 | GALVANIZED FENCE PANELS, PIERS, STAKES             | 001-550-535-543 | 106.52        |
| CINTAS FIRST AID & SAFETY                                   | 5010090710     | 02/23/2018 | FIRST AID SUPPLIES                                 | 001-550-501-208 | 231.39        |
| NEWELL PAPER COMPANY                                        | 3026890        | 02/23/2018 | TISSUE, TOWELS, LINERS                             | 001-550-501-208 | 282.40        |
| MMC MATERIALS, INC.                                         | 528463         | 02/23/2018 | CONCRETE                                           | 001-550-600-300 | 642.00        |
| STATE CHEMICAL SOLUTIONS                                    | 900371452      | 02/23/2018 | D-STROY BATHROOM CLEANER                           | 001-550-501-208 | 220.42        |
| OKTIBBEHA COUNTY COOPERATIVE                                | 339188         | 02/23/2018 | HOSES AND CLAMPS                                   | 001-550-535-543 | 15.46         |
| OKTIBBEHA COUNTY COOPERATIVE                                | 339233         | 02/23/2018 | HOSE CLAMPS                                        | 001-550-535-543 | 10.53         |
| ATMOS ENERGY                                                | 02.21.18       | 03/01/2018 | 3018222235 PARKS ADMIN                             | 001-550-600-340 | 223.50        |

## Expense Approval Report

Post Dates: 02/22/2018 - 03/01/2018

| Vendor Name                  | Payable Number | Post Date  | Description (Item)                      | Account Number  | Amount    |
|------------------------------|----------------|------------|-----------------------------------------|-----------------|-----------|
| OKTIBBEHA COUNTY COOPERATIVE | 341132         | 02/23/2018 | CHAIN, HITCH PIN, TOW HITC              | 001-550-535-543 | 76.57     |
| OKTIBBEHA COUNTY COOPERATIVE | 341334         | 02/23/2018 | FIRE ANT DUST AND SPRAY                 | 001-550-630-402 | 129.40    |
| DEBRA CARTER                 | INV0025105     | 02/23/2018 | REFUND FOR YOUTH SOFTBAL                | 001-550-949-978 | 50.00     |
| NACOLE HOLLIS                | INV0025103     | 02/23/2018 | REFUND SOFTBALL REGISTRATION            | 001-550-949-978 | 50.00     |
| STARKVILLE DAILY NEWS        | INV0025106     | 02/23/2018 | ADVERTISING                             | 001-550-600-350 | 315.98    |
| STARKVILLE UTILITIES         | INV0025109     | 02/23/2018 | UTILITY BILLS BY DEPT                   | 001-550-600-340 | 13,691.78 |
| VERIZON WIRELESS             | 9800956779     | 02/23/2018 | CELL PHONE CHARGES BY DEP               | 001-550-600-330 | 40.01     |
| KENNEDI AKINS                | INV0025118     | 02/23/2018 | ACTIVITY WORKERS 02/12/18 THRU 02/25/18 | 001-550-600-320 | 256.50    |
| VERLEAN AKINS                | INV0025119     | 02/23/2018 | ACTIVITY WORKERS 02/12/18 THRU 02/25/18 | 001-550-600-320 | 362.70    |
| JALANA M. PERSE              | INV0025120     | 02/23/2018 | ACTIVITY WORKERS 02/12/18 THRU 02/25/18 | 001-550-600-320 | 206.40    |
| NEIKO HOWELL                 | INV0025121     | 02/23/2018 | ACTIVITY WORKERS 02/12/18 THRU 02/25/18 | 001-550-600-320 | 206.40    |
| CHARLES R. TILLERY II        | INV0025122     | 02/23/2018 | ACTIVITY WORKERS 02/12/18 THRU 02/25/18 | 001-550-600-320 | 720.00    |
| RONALD JOHNSON JR.           | INV0025123     | 02/23/2018 | ACTIVITY WORKERS 02/12/18 THRU 02/25/18 | 001-550-600-320 | 520.00    |
| CHRISTOPHER ANDRE CLARK      | INV0025124     | 02/23/2018 | ACTIVITY WORKERS 02/12/18 THRU 02/25/18 | 001-550-600-320 | 132.50    |
| MOSEZEAR RANDOLPH            | INV0025125     | 02/23/2018 | CUSTODIAL LABOR 02/12/18 THRU 02/25/18  | 001-550-600-320 | 360.00    |
| RACHEL LAMBERT               | INV0025126     | 02/23/2018 | YOUTH BASKETBALL 02/12 THRU 02/22       | 001-550-600-320 | 397.50    |
| CODY ROMAN                   | INV0025127     | 02/23/2018 | YOUTH BASKETBALL 02/12/18 THRU 02/22/18 | 001-550-600-320 | 355.00    |
| RICHARD E. HILL              | INV0025128     | 02/23/2018 | YOUTH BASKETBALL 02/12/18 THRU 02/22/18 | 001-550-600-320 | 330.00    |
| LYNN LEONARD                 | INV0025129     | 02/23/2018 | YOUTH BASKETBALL 02/12/18 THRU 02/22/18 | 001-550-600-320 | 330.00    |
| CALVIN WARE -1099            | INV0025130     | 02/23/2018 | YOUTH BASKETBALL 02/12/18 THRU 02/22/18 | 001-550-600-320 | 285.00    |
| ZEBEDEE RICE                 | INV0025131     | 02/23/2018 | YOUTH BASKETBALL 02/12/18 THRU 02/22/18 | 001-550-600-320 | 240.00    |
| RONALD M. LUNDELL            | INV0025132     | 02/23/2018 | YOUTH BASKETBALL 02/12/18 THRU 02/22/18 | 001-550-600-320 | 225.00    |
| COOPER CLEMENT               | INV0025133     | 02/23/2018 | YOUTH BASKETBALL 02/12/18 THRU 02/22/18 | 001-550-600-320 | 180.00    |
| JAMES YARBROUGH              | INV0025134     | 02/23/2018 | YOUTH BASKETBALL 02/12/18 THRU 02/22/18 | 001-550-600-320 | 165.00    |
| LEONARDO THOMPSON            | INV0025135     | 02/23/2018 | YOUTH BASKETBALL 02/12/18 THRU 02/22/18 | 001-550-600-320 | 120.00    |
| ANDREW MOCK                  | INV0025136     | 02/23/2018 | YOUTH BASKETBALL 02/12/18 THRU 02/22/18 | 001-550-600-320 | 105.00    |
| ANITA JOHNSON                | INV0025137     | 02/23/2018 | YOUTH BASKETBALL 02/12/18 THRU 02/22/18 | 001-550-600-320 | 75.00     |
| ALEX SHEFFIELD               | INV0025138     | 02/23/2018 | YOUTH BASKETBALL 02/12/18 THRU 02/22/18 | 001-550-600-320 | 45.00     |
| GABRIELLA TURNIPSEED         | INV0025139     | 02/23/2018 | YOUTH BASKETBALL 02/12/18 THRU 02/22/18 | 001-550-600-320 | 230.00    |
| SHELBY PERILLOUX             | INV0025140     | 02/23/2018 | YOUTH BASKETBALL 02/12/18 THRU 02/22/18 | 001-550-600-320 | 120.00    |
| CARRIE ASHFORD               | INV0025141     | 02/23/2018 | YOUTH BASKETBALL 02/12/18 THRU 02/22/18 | 001-550-600-320 | 110.00    |
| CALVIN RICHEY                | INV0025142     | 02/23/2018 | YOUTH BASKETBALL 02/12/18 THRU 02/22/18 | 001-550-600-320 | 110.00    |
| TYSON M. TATE                | INV0025143     | 02/23/2018 | YOUTH BASKETBALL 02/12/18 THRU 02/22/18 | 001-550-600-320 | 110.00    |
| RICHARD HILL JR              | INV0025144     | 02/23/2018 | YOUTH BASKETBALL 02/12/18 THRU 02/22/18 | 001-550-600-320 | 100.00    |

## Expense Approval Report

Post Dates: 02/22/2018 - 03/01/2018

| Vendor Name        | Payable Number | Post Date  | Description (Item)                         | Account Number  | Amount |
|--------------------|----------------|------------|--------------------------------------------|-----------------|--------|
| MADISON ROZIER     | INV0025145     | 02/23/2018 | YOUTH BASKETBALL<br>02/12/18 THRU 02/22/18 | 001-550-600-320 | 100.00 |
| ORIEN THOMPSON     | INV0025146     | 02/23/2018 | YOUTH BASKETBALL<br>02/12/18 THRU 02/22/18 | 001-550-600-320 | 80.00  |
| JAMES TRACE VINING | INV0025147     | 02/23/2018 | YOUTH BASKETBALL<br>02/12/18 THRU 02/22/18 | 001-550-600-320 | 80.00  |
| VESTORI HUGHES     | INV0025148     | 02/23/2018 | YOUTH BASKETBALL<br>02/12/18 THRU 02/22/18 | 001-550-600-320 | 30.00  |
| BRYAN J. RICHEY    | INV0025149     | 02/23/2018 | YOUTH BASKETBALL<br>02/12/18 THRU 02/22/18 | 001-550-600-320 | 30.00  |
| JORDAN THOMPSON    | INV0025150     | 02/23/2018 | YOUTH BASKETBALL<br>02/12/18 THRU 02/22/18 | 001-550-600-320 | 30.00  |
| AUSTIN WYLIE       | INV0025151     | 02/23/2018 | YOUTH BASKETBALL<br>02/12/18 THRU 02/22/18 | 001-550-600-320 | 190.00 |

Outstanding Total: 27,763.11

Department 550 - PARKS AND REC DEPARTMENT Total: 27,763.11

## Department: 600 - CAPITAL PROJECTS

## Outstanding

|                     |            |            |                           |                 |          |
|---------------------|------------|------------|---------------------------|-----------------|----------|
| DOSS ELECTRIC, INC. | 4061       | 02/22/2018 | FIX ELEVATOR AT CITY HALL | 001-600-901-812 | 1,012.50 |
| OKT COUNTY          | INV0025168 | 03/01/2018 | LOCKSLEY/BLACKJACK        | 001-600-912-861 | 1,786.24 |

Outstanding Total: 2,798.74

Department 600 - CAPITAL PROJECTS Total: 2,798.74

Fund 001 - GENERAL FUND Total: 128,229.32

## Fund: 003 - RESTRICTED FIRE FUND

## Department: 560 - RESTRICTED FIRE FUND

## Outstanding

|                            |            |            |                    |                 |          |
|----------------------------|------------|------------|--------------------|-----------------|----------|
| NAFECO                     | 893263     | 02/22/2018 | TURNOUT GEAR       | 003-560-691-200 | 537.78   |
| NAFECO                     | 893949     | 02/22/2018 | TURNOUT GEAR       | 003-560-691-200 | 382.22   |
| NAFECO                     | 897678     | 02/22/2018 | TURNOUT GEAR       | 003-560-691-200 | 883.15   |
| NAFECO                     | INV0025099 | 02/22/2018 | TURNOUT GEAR       | 003-560-691-200 | 1,233.07 |
| INTERNATIONAL CODE COUNCIL | 1000868250 | 02/23/2018 | CODE BOOKS/MANUALS | 003-560-501-200 | 293.85   |

Outstanding Total: 3,330.07

Department 560 - RESTRICTED FIRE FUND Total: 3,330.07

Fund 003 - RESTRICTED FIRE FUND Total: 3,330.07

## Fund: 015 - AIRPORT FUND

## Department: 505 - AIRPORT

## Outstanding

|                               |              |            |                           |                 |        |
|-------------------------------|--------------|------------|---------------------------|-----------------|--------|
| NESCO ELECTRICAL DISTRIBUTORS | 52226269.001 | 02/22/2018 | ALUM. CONDUIT             | 015-505-501-198 | 20.63  |
| NESCO ELECTRICAL DISTRIBUTORS | 52226269.002 | 02/22/2018 | ALUM COUPLING             | 015-505-501-198 | 3.28   |
| MAXXSOUTH BROADBAND           | INV0025097   | 02/22/2018 | 8282 41 101 0438241       | 015-505-600-338 | 114.17 |
| VERIZON WIRELESS              | 9800956779   | 02/23/2018 | CELL PHONE CHARGES BY DEP | 015-505-604-330 | 71.56  |

Outstanding Total: 209.64

## Paid

|                         |            |            |                          |                 |        |
|-------------------------|------------|------------|--------------------------|-----------------|--------|
| MS AIRPORTS ASSOCIATION | INV0025159 | 03/01/2018 | MMA CONF. 5 REGISTRATION | 015-505-610-350 | 875.00 |
|-------------------------|------------|------------|--------------------------|-----------------|--------|

Paid Total: 875.00

Department 505 - AIRPORT Total: 1,084.64

Fund 015 - AIRPORT FUND Total: 1,084.64

## Fund: 022 - SANITATION

## Department: 322 - SANITATION DEPARTMENT

## Outstanding

|                     |            |            |                        |                 |        |
|---------------------|------------|------------|------------------------|-----------------|--------|
| PITTS SIGN COMPANY  | INV0025167 | 03/01/2018 | 15 TAGS FOR SANITATION | 022-322-555-250 | 375.00 |
| GOLDEN TRIANGLE     | 3736       | 02/22/2018 | HANDLING FEE FOR 2     | 022-322-600-364 | 20.00  |
| PLANNING & DEVELOPM |            |            | RETURNED DRAFTS        |                 |        |
| GOLDEN TRIANGLE     | 3711       | 02/22/2018 | 199 MAILED ITEMS       | 022-322-600-364 | 298.50 |
| PLANNING & DEVELOPM |            |            |                        |                 |        |

## Expense Approval Report

Post Dates: 02/22/2018 - 03/01/2018

| Vendor Name                            | Payable Number | Post Date  | Description (Item)    | Account Number  | Amount   |
|----------------------------------------|----------------|------------|-----------------------|-----------------|----------|
| GOLDEN TRIANGLE<br>PLANNING & DEVELOPM | 3712           | 02/22/2018 | 20 BANK DRAFTS        | 022-322-600-364 | 10.00    |
| GOLDEN TRIANGLE<br>PLANNING & DEVELOPM | 3713           | 02/22/2018 | STAFF HOURS (1)       | 022-322-600-364 | 10.00    |
| NORTHEAST EXTERMINATING                | 322634         | 02/22/2018 | SANITATION            | 022-322-600-300 | 30.00    |
| CINTAS                                 | 215300426      | 02/22/2018 | SANITATION/LANDSCAPE  | 022-322-535-233 | 234.42   |
| STARKVILLE DAILY NEWS                  | INV0025106     | 02/23/2018 | ADVERTISING           | 022-322-604-330 | 71.50    |
| TRUSTMARK NATIONAL BANK                | 03.18.2018     | 02/23/2018 | 90090/2 FRONT LOADERS | 022-322-820-874 | 6,486.91 |
| TRUSTMARK NATIONAL BANK                | 03.18.2018     | 02/23/2018 | 90090/2 FRONT LOADERS | 022-322-830-873 | 703.64   |
| CINTAS                                 | 215304045      | 03/01/2018 | SANITATION, 02.27.18  | 022-322-535-233 | 234.42   |

Outstanding Total: 8,474.39

Department 322 - SANITATION DEPARTMENT Total: 8,474.39

## Department: 341 - LANDSCAPING

## Outstanding

|                         |           |            |                      |                 |          |
|-------------------------|-----------|------------|----------------------|-----------------|----------|
| CINTAS                  | 215300426 | 02/22/2018 | SANITATION/LANDSCAPE | 022-341-535-233 | 53.66    |
| TRUSTMARK NATIONAL BANK | 03.18.18  | 02/23/2018 | 90089/STREET SWEEPER | 022-341-820-874 | 3,377.25 |
| TRUSTMARK NATIONAL BANK | 03.18.18  | 02/23/2018 | 90089/STREET SWEEPER | 022-341-830-873 | 366.34   |
| CINTAS                  | 215304045 | 03/01/2018 | SANITATION, 02.27.18 | 022-341-535-233 | 53.66    |

Outstanding Total: 3,850.91

Department 341 - LANDSCAPING Total: 3,850.91

Fund 022 - SANITATION Total: 12,325.30

## Fund: 023 - LANDFILL ACCOUNT

## Department: 323 - LANDFILL

## Outstanding

|                  |            |            |                           |                 |       |
|------------------|------------|------------|---------------------------|-----------------|-------|
| VERIZON WIRELESS | 9800956779 | 02/23/2018 | CELL PHONE CHARGES BY DEP | 023-323-604-330 | 80.02 |
|------------------|------------|------------|---------------------------|-----------------|-------|

Outstanding Total: 80.02

Department 323 - LANDFILL Total: 80.02

Fund 023 - LANDFILL ACCOUNT Total: 80.02

## Fund: 107 - COMPUTER ASSESSMENTS

## Department: 112 - COMPUTER ASSESMENTS

## Outstanding

|                    |            |            |                               |                 |        |
|--------------------|------------|------------|-------------------------------|-----------------|--------|
| TYLER TECHNOLOGIES | 025-212966 | 02/23/2018 | MONTHLY SUPPORT FEE-<br>COURT | 107-112-600-303 | 175.00 |
|--------------------|------------|------------|-------------------------------|-----------------|--------|

Outstanding Total: 175.00

Department 112 - COMPUTER ASSESMENTS Total: 175.00

Fund 107 - COMPUTER ASSESSMENTS Total: 175.00

## Fund: 135 - POLICE BUILDING RENOVATION BONDS

## Department: 201 - POLICE DEPARTMENT

## Paid

|                            |         |            |                                          |                 |          |
|----------------------------|---------|------------|------------------------------------------|-----------------|----------|
| SHAFFER & ASSOCIATES, PLLC | 1518-15 | 02/23/2018 | CONSTRUCTION ADMIN FEE-<br>100% COMPLETE | 135-201-600-300 | 3,803.67 |
|----------------------------|---------|------------|------------------------------------------|-----------------|----------|

Paid Total: 3,803.67

Department 201 - POLICE DEPARTMENT Total: 3,803.67

## Department: 657 - POLICE BUILDING RENOVATIONS

## Paid

|                              |           |            |                                            |                 |            |
|------------------------------|-----------|------------|--------------------------------------------|-----------------|------------|
| WEATHERS CONSTRUCTION<br>INC | 012-FINAL | 02/23/2018 | POLICE DEPT. RENOVATIONS-<br>FINAL PAYMENT | 135-657-901-925 | 116,950.34 |
|------------------------------|-----------|------------|--------------------------------------------|-----------------|------------|

Paid Total: 116,950.34

Department 657 - POLICE BUILDING RENOVATIONS Total: 116,950.34

Fund 135 - POLICE BUILDING RENOVATION BONDS Total: 120,754.01

## Expense Approval Report

Post Dates: 02/22/2018 - 03/01/2018

| Vendor Name                                               | Payable Number | Post Date  | Description (Item)              | Account Number  | Amount            |
|-----------------------------------------------------------|----------------|------------|---------------------------------|-----------------|-------------------|
| <b>Fund: 303 - INDUSTRIAL PARK BOND</b>                   |                |            |                                 |                 |                   |
| <b>Department: 600 - CAPITAL PROJECTS</b>                 |                |            |                                 |                 |                   |
| <b>Outstanding</b>                                        |                |            |                                 |                 |                   |
| OKTIBBEHA COUNTY                                          | 921500         | 02/23/2018 | JONES WALKER REIMB              | 303-600-600-309 | 768.75            |
| <b>Outstanding Total:</b>                                 |                |            |                                 |                 | <b>768.75</b>     |
| <b>Department 600 - CAPITAL PROJECTS Total:</b>           |                |            |                                 |                 | <b>768.75</b>     |
| <b>Fund 303 - INDUSTRIAL PARK BOND Total:</b>             |                |            |                                 |                 | <b>768.75</b>     |
| <b>Fund: 375 - PARK AND REC TOURISM</b>                   |                |            |                                 |                 |                   |
| <b>Department: 551 - PARK &amp; REC TOURISM</b>           |                |            |                                 |                 |                   |
| <b>Outstanding</b>                                        |                |            |                                 |                 |                   |
| BLISS PRODUCTS & SERVICES                                 | 17383          | 02/22/2018 | 12' PLAYGROUND EQUIPMEN         | 375-551-907-942 | 42,850.34         |
| <b>Outstanding Total:</b>                                 |                |            |                                 |                 | <b>42,850.34</b>  |
| <b>Department 551 - PARK &amp; REC TOURISM Total:</b>     |                |            |                                 |                 | <b>42,850.34</b>  |
| <b>Fund 375 - PARK AND REC TOURISM Total:</b>             |                |            |                                 |                 | <b>42,850.34</b>  |
| <b>Fund: 610 - TRUST &amp; AGENCY</b>                     |                |            |                                 |                 |                   |
| <b>Department: 000 - UNDESIGNATED</b>                     |                |            |                                 |                 |                   |
| <b>Outstanding</b>                                        |                |            |                                 |                 |                   |
| STARKVILLE<br>CONVENTIONS/VISITORS BUR                    | INV0025027     | 02/22/2018 | 2% HOTEL/MOTEL TAX              | 610-000-147-656 | 17,306.73         |
| <b>Outstanding Total:</b>                                 |                |            |                                 |                 | <b>17,306.73</b>  |
| <b>Department 000 - UNDESIGNATED Total:</b>               |                |            |                                 |                 | <b>17,306.73</b>  |
| <b>Fund 610 - TRUST &amp; AGENCY Total:</b>               |                |            |                                 |                 | <b>17,306.73</b>  |
| <b>Fund: 630 - ECONOMIC DEV, TOURISM &amp; CONV</b>       |                |            |                                 |                 |                   |
| <b>Department: 000 - UNDESIGNATED</b>                     |                |            |                                 |                 |                   |
| <b>Outstanding</b>                                        |                |            |                                 |                 |                   |
| O.C.E.D.A                                                 | INV0025028     | 02/22/2018 | 2% FOOD & BEVERAGE TAX<br>(15%) | 630-000-148-655 | 25,227.14         |
| MSU                                                       | INV0025025     | 02/22/2018 | 2% FOOD & BEVERAGE TAX<br>(20%) | 630-000-147-657 | 33,636.18         |
| STARKVILLE<br>CONVENTIONS/VISITORS BUR                    | INV0025026     | 02/22/2018 | 2% FOOD & BEVERAGE TAX<br>(15%) | 630-000-147-664 | 25,227.14         |
| <b>Outstanding Total:</b>                                 |                |            |                                 |                 | <b>84,090.46</b>  |
| <b>Department 000 - UNDESIGNATED Total:</b>               |                |            |                                 |                 | <b>84,090.46</b>  |
| <b>Fund 630 - ECONOMIC DEV, TOURISM &amp; CONV Total:</b> |                |            |                                 |                 | <b>84,090.46</b>  |
| <b>Grand Total:</b>                                       |                |            |                                 |                 | <b>410,994.64</b> |

## Report Summary

## Fund Summary

| Fund                                   | Expense Amount    | Payment Amount    |
|----------------------------------------|-------------------|-------------------|
| 001 - GENERAL FUND                     | 128,229.32        | 4,917.50          |
| 003 - RESTRICTED FIRE FUND             | 3,330.07          | 0.00              |
| 015 - AIRPORT FUND                     | 1,084.64          | 875.00            |
| 022 - SANITATION                       | 12,325.30         | 0.00              |
| 023 - LANDFILL ACCOUNT                 | 80.02             | 0.00              |
| 107 - COMPUTER ASSESSMENTS             | 175.00            | 0.00              |
| 135 - POLICE BUILDING RENOVATION BONDS | 120,754.01        | 120,754.01        |
| 303 - INDUSTRIAL PARK BOND             | 768.75            | 0.00              |
| 375 - PARK AND REC TOURISM             | 42,850.34         | 0.00              |
| 610 - TRUST & AGENCY                   | 17,306.73         | 0.00              |
| 630 - ECONOMIC DEV, TOURISM & CONV     | 84,090.46         | 0.00              |
| <b>Grand Total:</b>                    | <b>410,994.64</b> | <b>126,546.51</b> |

## Account Summary

| Account Number  | Account Name          | Expense Amount | Payment Amount |
|-----------------|-----------------------|----------------|----------------|
| 001-000-053-206 | DUE FROM WATER & SE   | 368.96         | 0.00           |
| 001-000-149-691 | MUNICIPAL COURT BON   | 2,338.00       | 2,338.00       |
| 001-100-604-330 | COMMUNICATIONS        | 280.07         | 0.00           |
| 001-110-330-166 | TRAUMA TRAFFIC        | 750.00         | 0.00           |
| 001-110-330-376 | COURT CONSTITUENTS    | 91.00          | 0.00           |
| 001-110-330-377 | MOTOR VEHICLE LIABILI | 3,333.25       | 0.00           |
| 001-110-330-378 | APPEARANCE BOND FEE   | 682.25         | 0.00           |
| 001-110-330-382 | TRAFFIC VIOLATION     | 12,514.00      | 0.00           |
| 001-110-330-385 | IMPLIED CONSENT       | 4,106.75       | 0.00           |
| 001-110-330-386 | WIRELESS COMM FEE     | 1,944.75       | 0.00           |
| 001-110-330-387 | OTHER MISDEMEANORS    | 3,504.14       | 0.00           |
| 001-110-330-389 | ADULT DRIVER'S TRAINI | 40.00          | 0.00           |
| 001-110-330-393 | VICTIMS BOND FEE      | 265.75         | 0.00           |
| 001-110-330-395 | DRUG VIOLATION        | 144.25         | 0.00           |
| 001-110-330-396 | NON-ADJUDICATION (IN  | 3,060.00       | 0.00           |
| 001-110-330-397 | DUI OFFENSE (INLC14)  | 213.00         | 0.00           |
| 001-110-501-200 | SUPPLIES              | 180.91         | 0.00           |
| 001-110-604-330 | COMMUNICATIONS        | 318.87         | 0.00           |
| 001-120-600-300 | PROFESSIONAL SERVICE  | 15,000.00      | 0.00           |
| 001-120-600-340 | Mayor's Youth Council | 2,032.50       | 2,032.50       |
| 001-120-604-330 | COMMUNICATIONS        | 209.40         | 0.00           |
| 001-123-600-300 | WEB SITE SERVICES AND | 50.00          | 0.00           |
| 001-123-604-330 | COMMUNICATIONS        | 1,472.97       | 0.00           |
| 001-123-918-805 | MACHINERY AND EQUIP   | 99.95          | 0.00           |
| 001-145-501-200 | SUPPLIES              | 11.77          | 0.00           |
| 001-145-604-330 | COMMUNICATIONS        | 525.48         | 0.00           |
| 001-145-610-350 | TRAVEL                | 673.10         | 347.00         |
| 001-169-600-309 | LEGAL EXPENSES        | 200.00         | 0.00           |
| 001-169-615-342 | LEGAL ADVERTISING & N | 88.40          | 0.00           |
| 001-180-604-330 | COMMUNICATIONS        | 300.10         | 0.00           |
| 001-190-604-330 | COMMUNICATIONS/AD     | 851.55         | 0.00           |
| 001-190-690-553 | TRAINING              | 1,530.00       | 0.00           |
| 001-190-690-557 | PROFESSIONAL MEMBE    | 355.00         | 0.00           |
| 001-192-510-220 | SUPPLIES              | 76.19          | 0.00           |
| 001-192-625-380 | UTILITIES             | 1,075.06       | 0.00           |
| 001-196-691-550 | MISCELLANEOUS         | 10.65          | 0.00           |
| 001-197-604-330 | COMMUNICATIONS        | 63.75          | 0.00           |
| 001-201-501-200 | OFFICE SUPPLIES       | 355.57         | 0.00           |
| 001-201-525-231 | GAS & OIL             | 6,912.28       | 0.00           |
| 001-201-535-233 | UNIFORMS              | 2,087.89       | 0.00           |
| 001-201-555-250 | JANITORIAL SUPPLIES   | 164.34         | 0.00           |
| 001-201-556-251 | POLICE SUPPLIES       | 1,600.00       | 0.00           |

## Account Summary

| Account Number  | Account Name           | Expense Amount | Payment Amount |
|-----------------|------------------------|----------------|----------------|
| 001-201-600-300 | PROFESSIONAL SERVICE   | 786.86         | 0.00           |
| 001-201-600-319 | PHYSICAL EXAMINATION   | 213.00         | 0.00           |
| 001-201-604-330 | PHONES/FAX/COPIERS/    | 2,213.34       | 0.00           |
| 001-201-625-380 | UTILITIES              | 867.26         | 0.00           |
| 001-201-630-360 | VEHICLE REPAIRS & MAI  | 7,034.61       | 0.00           |
| 001-201-630-400 | EQUIPMENT REPAIR &     | 245.00         | 0.00           |
| 001-201-630-426 | BUILDING MAINTENANC    | 122.20         | 0.00           |
| 001-201-635-369 | COPIER RENTAL          | 523.55         | 0.00           |
| 001-201-918-805 | MACHINERY AND EQUIP    | 1,889.80       | 0.00           |
| 001-215-541-237 | PRISONER EXPENSES      | 136.34         | 0.00           |
| 001-230-690-552 | POLICE TRAINING & EDU  | 200.00         | 200.00         |
| 001-240-630-404 | RADIO MAINTENANCE /    | 406.00         | 0.00           |
| 001-261-501-200 | SUPPLIES               | 36.48          | 0.00           |
| 001-261-510-220 | SUPPLIES - TOOLS       | 818.55         | 0.00           |
| 001-261-535-233 | UNIFORMS               | 83.00          | 0.00           |
| 001-261-555-250 | SUPPLIES & SMALL TOO   | 57.27          | 0.00           |
| 001-261-600-430 | UNIFORM CLEANING       | 16.69          | 0.00           |
| 001-261-630-360 | SHOP REPAIRS & MAINT   | 98.37          | 0.00           |
| 001-261-690-555 | DUES                   | 259.00         | 0.00           |
| 001-261-691-550 | MISCELLANEOUS          | 125.00         | 0.00           |
| 001-261-918-805 | MACHINERY AND EQUIP    | 1,847.30       | 0.00           |
| 001-263-600-390 | FIRE TRAINING          | 370.81         | 0.00           |
| 001-264-604-330 | COMMUNICATIONS         | 870.04         | 0.00           |
| 001-264-630-404 | RADIO MAINTENANCE /    | 310.00         | 0.00           |
| 001-267-558-269 | BUILDING MAINTENANC    | 1,016.41       | 0.00           |
| 001-267-625-380 | UTILITIES              | 1,914.43       | 0.00           |
| 001-281-501-200 | SUPPLIES               | 28.00          | 0.00           |
| 001-281-502-201 | REFERENCE PUBLICATIO   | 60.92          | 0.00           |
| 001-281-555-250 | SUPPLIES & SMALL TOO   | 330.74         | 0.00           |
| 001-281-604-330 | COMMUNICATION/ADV      | 63.75          | 0.00           |
| 001-281-630-400 | EQUIP MAINT, CREDIT C  | 3,047.80       | 0.00           |
| 001-281-690-555 | DUES                   | 85.00          | 0.00           |
| 001-281-691-550 | MISCELLANEOUS          | 146.00         | 0.00           |
| 001-281-820-874 | PRINCIPAL (VEHICLES)   | 400.90         | 0.00           |
| 001-281-830-873 | INTEREST (VEHICLES)    | 50.48          | 0.00           |
| 001-290-625-380 | UTILITIES              | 79.37          | 0.00           |
| 001-301-535-233 | UNIFORMS               | 368.45         | 0.00           |
| 001-301-604-330 | COMMUNICATIONS         | 142.51         | 0.00           |
| 001-301-820-874 | PRINCIPAL              | 400.90         | 0.00           |
| 001-301-830-873 | INTEREST               | 50.47          | 0.00           |
| 001-302-625-380 | UTILITIES              | 19.59          | 0.00           |
| 001-360-525-231 | GAS & OIL              | 40.38          | 0.00           |
| 001-360-604-330 | COMMUNICATIONS         | 9.00           | 0.00           |
| 001-550-501-208 | JANITORIAL FEES        | 1,006.64       | 0.00           |
| 001-550-501-220 | MISC SUPPLIES / TRAVEL | 1,399.53       | 0.00           |
| 001-550-535-543 | UNIFORMS/EQUIPMENT     | 209.08         | 0.00           |
| 001-550-600-300 | MISC SERVICES          | 1,062.00       | 0.00           |
| 001-550-600-320 | CONTRACT LABOR, UMP    | 6,937.00       | 0.00           |
| 001-550-600-330 | COMMUNICATIONS / PH    | 714.20         | 0.00           |
| 001-550-600-340 | UTILITIES              | 14,090.28      | 0.00           |
| 001-550-600-350 | ADVERTISING            | 315.98         | 0.00           |
| 001-550-630-402 | SPLASHPAD & POOL MA    | 1,928.40       | 0.00           |
| 001-550-949-978 | PARK & REC REFUNDS     | 100.00         | 0.00           |
| 001-600-901-812 | MUNICIPAL BUILDING F   | 1,012.50       | 0.00           |
| 001-600-912-861 | LOCKSLEY/BLACKJACK I   | 1,786.24       | 0.00           |
| 003-560-501-200 | CODE REBATE SUPPLIES   | 293.85         | 0.00           |
| 003-560-691-200 | MS REBATE EXPENDITU    | 3,036.22       | 0.00           |
| 015-505-501-198 | BUILDING REPAIRS & M   | 23.91          | 0.00           |

**Account Summary**

| Account Number      | Account Name           | Expense Amount    | Payment Amount    |
|---------------------|------------------------|-------------------|-------------------|
| 015-505-600-338     | CONTRACT & LEGAL SER   | 114.17            | 0.00              |
| 015-505-604-330     | COMMUNICATIONS         | 71.56             | 0.00              |
| 015-505-610-350     | TRAVEL/CONFERENCE      | 875.00            | 875.00            |
| 022-322-535-233     | UNIFORMS               | 468.84            | 0.00              |
| 022-322-555-250     | SUPPLIES & SMALL TOO   | 375.00            | 0.00              |
| 022-322-600-300     | PROFESSIONAL SERVICE   | 30.00             | 0.00              |
| 022-322-600-364     | BILLING SERVICES       | 338.50            | 0.00              |
| 022-322-604-330     | COMMUNICATIONS/AD      | 71.50             | 0.00              |
| 022-322-820-874     | PRINCIPAL-2 FRONT LOA  | 6,486.91          | 0.00              |
| 022-322-830-873     | INTEREST               | 703.64            | 0.00              |
| 022-341-535-233     | UNIFORMS               | 107.32            | 0.00              |
| 022-341-820-874     | PRINCIPAL-SWEEPER/F2   | 3,377.25          | 0.00              |
| 022-341-830-873     | INTEREST               | 366.34            | 0.00              |
| 023-323-604-330     | COMMUNICATIONS         | 80.02             | 0.00              |
| 107-112-600-303     | DATA PROCESSING        | 175.00            | 0.00              |
| 135-201-600-300     | PROFESSIONAL SERVICE   | 3,803.67          | 3,803.67          |
| 135-657-901-925     | CONSTRUCTION EXPENS    | 116,950.34        | 116,950.34        |
| 303-600-600-309     | LEGAL AND PROF SVCS E  | 768.75            | 0.00              |
| 375-551-907-942     | PARK IMP/CAPITAL PROJ  | 42,850.34         | 0.00              |
| 610-000-147-656     | DUE TO GOVERNMENT      | 17,306.73         | 0.00              |
| 630-000-147-657     | DUE TO MISSISSIPPI STA | 33,636.18         | 0.00              |
| 630-000-147-664     | DUE TO VISITORS/CONV   | 25,227.14         | 0.00              |
| 630-000-148-655     | DUE TO EDA             | 25,227.14         | 0.00              |
| <b>Grand Total:</b> |                        | <b>410,994.64</b> | <b>126,546.51</b> |

**Project Account Summary**

| Project Account Key | Expense Amount    | Payment Amount    |
|---------------------|-------------------|-------------------|
| **None**            | 410,994.64        | 126,546.51        |
| <b>Grand Total:</b> | <b>410,994.64</b> | <b>126,546.51</b> |



200 N Lafayette Street • Starkville, MS 39759  
Telephone: 662-323-3133 Fax: 662-323-3273

All invoices have been reviewed and goods received for both Electric and Water Claims Dockets by Starkville Utilities in accordance with the State Purchase Statute.

A handwritten signature in black ink that reads "Ann Marie Logan". The signature is fluid and cursive, with the first letters of each name being capitalized and prominent.

Ann Marie Logan, CPA  
Manager of Accounting & Finance

STARKVILLE WATER DEPT  
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING  
FOR: 03/07/18 ACCOUNT 23110

UNPAID INVOICES

PAGE 1  
RUN DATE 02/27/18 03:02 PM

| INVOICE                                 | DATE     | PO NBR DESCRIPTION     | TEMPL<br>INV | AP<br>DATE | INVOICE<br>AMOUNT | TAX<br>AMOUNT | PMT<br>TYP | PAID<br>AMOUNT | PAID/VOID<br>DATE | CHECK/<br>ACH SEQ |
|-----------------------------------------|----------|------------------------|--------------|------------|-------------------|---------------|------------|----------------|-------------------|-------------------|
| VENDOR: 134 ATWELL & GENT, PA           |          |                        |              |            |                   |               |            |                |                   |                   |
| 8434                                    | 02/21/18 | 0 Engineering services |              | 03/07/18   | 1340.00           | .00           | ACH        |                |                   |                   |
| 8436                                    | 02/21/18 | 0 Engineering services |              | 03/07/18   | 4810.00           | .00           | ACH        |                |                   |                   |
| VENDOR TOTAL:                           |          |                        |              |            | 6150.00           |               |            |                |                   |                   |
| VENDOR: 189 BANCORPSOUTH                |          |                        |              |            |                   |               |            |                |                   |                   |
| 3/01/18                                 | 02/22/18 | 0 2.6M GO Bond Payment |              | 03/07/18   | 16904.52          | .00           | CHK        |                |                   |                   |
| VENDOR TOTAL:                           |          |                        |              |            | 16904.52          |               |            |                |                   |                   |
| VENDOR: 202 BELL BUILDING SUPPLY        |          |                        |              |            |                   |               |            |                |                   |                   |
| 215706                                  | 02/26/18 | 1823 Supplies          |              | 03/07/18   | 49.78             | .00           | CHK        |                |                   |                   |
| 216241                                  | 02/26/18 | 1831 Supplies          |              | 03/07/18   | 10.99             | .00           | CHK        |                |                   |                   |
| VENDOR TOTAL:                           |          |                        |              |            | 60.77             |               |            |                |                   |                   |
| VENDOR: 220 CENTRAL PIPE SUPPLY         |          |                        |              |            |                   |               |            |                |                   |                   |
| S0129277,411,135                        | 02/26/18 | 1779 Supplies          |              | 03/07/18   | 2251.84           | .00           | ACH        |                |                   |                   |
| S100121324,002                          | 02/26/18 | 1630 Parts             |              | 03/07/18   | 1480.76           | .00           | ACH        |                |                   |                   |
| S100123497,001                          | 02/26/18 | 1660 Parts             |              | 03/07/18   | 1542.00           | .00           | ACH        |                |                   |                   |
| S100123839,001                          | 02/26/18 | 1686 Parts             |              | 03/07/18   | 2238.92           | .00           | ACH        |                |                   |                   |
| S100124998,001                          | 02/26/18 | 1708 Supplies          |              | 03/07/18   | 1829.12           | .00           | ACH        |                |                   |                   |
| S100128517,001                          | 02/26/18 | 1774 Supplies          |              | 03/07/18   | 3750.00           | .00           | ACH        |                |                   |                   |
| S10012889,002                           | 02/26/18 | 1773 Supplies          |              | 03/07/18   | 435.27            | .00           | ACH        |                |                   |                   |
| S100129277,002                          | 02/26/18 | 1779 Parts             |              | 03/07/18   | 1073.88           | .00           | ACH        |                |                   |                   |
| VENDOR TOTAL:                           |          |                        |              |            | 14601.79          |               |            |                |                   |                   |
| VENDOR: 251 COBURN SUPPLY COMPANY, INC. |          |                        |              |            |                   |               |            |                |                   |                   |
| 64152108                                | 02/26/18 | 1276 Parts             |              | 03/07/18   | 358.00            | .00           | CHK        |                |                   |                   |
| 64175646                                | 02/26/18 | 1276 Parts             |              | 03/07/18   | 219.60            | .00           | CHK        |                |                   |                   |
| 64189620                                | 02/26/18 | 1315 Parts             |              | 03/07/18   | 1783.00           | .00           | CHK        |                |                   |                   |
| 6419424,6462263                         | 02/26/18 | 1176 Repair parts      |              | 03/07/18   | 773.10            | .00           | CHK        |                |                   |                   |
| 64248136                                | 02/26/18 | 1342 Parts             |              | 03/07/18   | 730.00            | .00           | CHK        |                |                   |                   |
| 64248639                                | 02/26/18 | 1357 Parts             |              | 03/07/18   | 1094.10           | .00           | CHK        |                |                   |                   |
| 64248639-1                              | 02/26/18 | 1357 Parts             |              | 03/07/18   | 231.37            | .00           | CHK        |                |                   |                   |
| 6447909                                 | 02/26/18 | 1196 Parts             |              | 03/07/18   | 138.60            | .00           | CHK        |                |                   |                   |
| 649954999                               | 02/26/18 | 1126 Parts             |              | 03/07/18   | 596.80            | .00           | CHK        |                |                   |                   |
| VENDOR TOTAL:                           |          |                        |              |            | 5924.57           |               |            |                |                   |                   |

STARKVILLE WATER DEPT  
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING  
FOR: 03/07/18 ACCOUNT 23110

UNPAID INVOICES

PAGE 2  
RUN DATE 02/27/18 03:02 PM

| INVOICE                                 | DATE     | PO NBR DESCRIPTION            | TEMPL<br>INV | AP<br>DATE | INVOICE<br>AMOUNT | TAX<br>AMOUNT | PMT<br>TYP | PAID<br>AMOUNT | PAID/VOID<br>DATE | CHECK/<br>ACH | SEQ |
|-----------------------------------------|----------|-------------------------------|--------------|------------|-------------------|---------------|------------|----------------|-------------------|---------------|-----|
| VENDOR: 307 CITY OF STARKVILLE          |          |                               |              |            |                   |               |            |                |                   |               |     |
| FEB 2018-SALARY                         | 02/21/18 | 0 Reimb 60% of L Brown Salary |              | 03/07/18   | 1995.54           | .00           | CHK        |                |                   |               |     |
| VENDOR TOTAL:                           |          |                               |              |            | 1995.54           |               |            |                |                   |               |     |
| VENDOR: 450 ENVIRO-LABS, INC.           |          |                               |              |            |                   |               |            |                |                   |               |     |
| 2121                                    | 02/26/18 | 1822 Supplies                 |              | 03/07/18   | 69.00             | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                           |          |                               |              |            | 69.00             |               |            |                |                   |               |     |
| VENDOR: 620 G & C SUPPLY CO., INC.      |          |                               |              |            |                   |               |            |                |                   |               |     |
| 6685898                                 | 02/26/18 | 1762 Parts and supplies       |              | 03/07/18   | 1432.56           | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                           |          |                               |              |            | 1432.56           |               |            |                |                   |               |     |
| VENDOR: 626 GROUNDSTONE CONSTRUCTION    |          |                               |              |            |                   |               |            |                |                   |               |     |
| 291-1                                   | 02/26/18 | 1838 Concrete repairs         |              | 03/07/18   | 3829.32           | .00           | CHK        |                |                   |               |     |
| 291-2                                   | 02/26/18 | 1837 Concrete repairs         |              | 03/07/18   | 3482.08           | .00           | CHK        |                |                   |               |     |
| VENDOR TOTAL:                           |          |                               |              |            | 7311.40           |               |            |                |                   |               |     |
| VENDOR: 639 GOLDEN TRIANGLE             |          |                               |              |            |                   |               |            |                |                   |               |     |
| 2984                                    | 02/20/18 | 0 Admin Matching Funds        |              | 03/07/18   | 5000.00           | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                           |          |                               |              |            | 5000.00           |               |            |                |                   |               |     |
| VENDOR: 691 GATEWAY TIRE&SERVICE CENTER |          |                               |              |            |                   |               |            |                |                   |               |     |
| I104014680                              | 02/26/18 | 1813 Repairs                  |              | 03/07/18   | 334.15            | .00           | CHK        |                |                   |               |     |
| I104023630                              | 02/26/18 | 1832 Repairs                  |              | 03/07/18   | 253.00            | .00           | CHK        |                |                   |               |     |
| VENDOR TOTAL:                           |          |                               |              |            | 587.15            |               |            |                |                   |               |     |
| VENDOR: 808 HOLLIS BROTHERS             |          |                               |              |            |                   |               |            |                |                   |               |     |
| 41093-1                                 | 02/27/18 | 0 A/C Repair                  |              | 03/07/18   | 18.00             | .00           | CHK        |                |                   |               |     |
| VENDOR TOTAL:                           |          |                               |              |            | 18.00             |               |            |                |                   |               |     |
| VENDOR: 1232 TERRY'S GARAGE, INC        |          |                               |              |            |                   |               |            |                |                   |               |     |
| 25                                      | 02/26/18 | 1716 Repairs                  |              | 03/07/18   | 269.05            | .00           | CHK        |                |                   |               |     |
| VENDOR TOTAL:                           |          |                               |              |            | 269.05            |               |            |                |                   |               |     |

STARKVILLE WATER DEPT  
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING  
FOR: 03/07/18 ACCOUNT 23110

UNPAID INVOICES

PAGE 3  
RUN DATE 02/27/18 03:02 PM

| INVOICE                                   | DATE     | PO NBR DESCRIPTION     | TEMPL<br>INV | AP<br>DATE | INVOICE<br>AMOUNT | TAX<br>AMOUNT | PMT<br>TYP | PAID<br>AMOUNT | PAID/VOID<br>DATE | CHECK/<br>ACH SEQ |
|-------------------------------------------|----------|------------------------|--------------|------------|-------------------|---------------|------------|----------------|-------------------|-------------------|
| VENDOR: 1233 TERRY'S GARAGE AND REPAIR    |          |                        |              |            |                   |               |            |                |                   |                   |
| 143                                       | 02/26/18 | 1814 Repairs           |              | 03/07/18   | 444.29            | .00           | CHK        |                |                   |                   |
| 217                                       | 02/26/18 | 1836 Repair parts      |              | 03/07/18   | 103.40            | .00           | CHK        |                |                   |                   |
| VENDOR TOTAL:                             |          |                        |              |            | 547.69            |               |            |                |                   |                   |
| VENDOR: 1525 OKTIBBEHA COUNTY COOP        |          |                        |              |            |                   |               |            |                |                   |                   |
| 341498                                    | 02/26/18 | 1841 Supplies          |              | 03/07/18   | 76.37             | .00           | ACH        |                |                   |                   |
| VENDOR TOTAL:                             |          |                        |              |            | 76.37             |               |            |                |                   |                   |
| VENDOR: 1531 O'REILLY AUTO PARTS          |          |                        |              |            |                   |               |            |                |                   |                   |
| 0997-349242                               | 02/26/18 | 1021 Parts             |              | 03/07/18   | 75.25             | .00           | CHK        |                |                   |                   |
| VENDOR TOTAL:                             |          |                        |              |            | 75.25             |               |            |                |                   |                   |
| VENDOR: 1623 POWERSTROKE EQUIPMENT, INC   |          |                        |              |            |                   |               |            |                |                   |                   |
| 2806                                      | 02/26/18 | 1821 Parts             |              | 03/07/18   | 95.97             | .00           | CHK        |                |                   |                   |
| VENDOR TOTAL:                             |          |                        |              |            | 95.97             |               |            |                |                   |                   |
| VENDOR: 1800 RACKLEY OIL, INC.            |          |                        |              |            |                   |               |            |                |                   |                   |
| 475519,475822                             | 02/26/18 | 89 Fuel                |              | 03/07/18   | 42.20             | .00           | ACH        |                |                   |                   |
| VENDOR TOTAL:                             |          |                        |              |            | 42.20             |               |            |                |                   |                   |
| VENDOR: 1920 STARKVILLE FORD LINCOLN INC. |          |                        |              |            |                   |               |            |                |                   |                   |
| 145870                                    | 02/26/18 | 1828 Repairs           |              | 03/07/18   | 68.22             | .00           | ACH        |                |                   |                   |
| 85662                                     | 02/26/18 | 1790 Repairs, keys     |              | 03/07/18   | 239.80            | .00           | ACH        |                |                   |                   |
| VENDOR TOTAL:                             |          |                        |              |            | 308.02            |               |            |                |                   |                   |
| VENDOR: 2004 TJ CHEMICALS & SUPPLIES LLC  |          |                        |              |            |                   |               |            |                |                   |                   |
| 1951                                      | 02/26/18 | 1777 Supplies          |              | 03/07/18   | 1020.00           | .00           | ACH        |                |                   |                   |
| VENDOR TOTAL:                             |          |                        |              |            | 1020.00           |               |            |                |                   |                   |
| VENDOR: 2018 TRADE AMERICA                |          |                        |              |            |                   |               |            |                |                   |                   |
| 22368                                     | 02/26/18 | 1811 Supplies          |              | 03/07/18   | 140.57            | .00           | ACH        |                |                   |                   |
| 22369                                     | 02/26/18 | 1812 Cleaning supplies |              | 03/07/18   | 1014.00           | .00           | ACH        |                |                   |                   |
| 22373                                     | 02/26/18 | 1819 Office supplies   |              | 03/07/18   | 416.75            | .00           | ACH        |                |                   |                   |

STARKVILLE WATER DEPT  
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING  
FOR: 03/07/18 ACCOUNT 23110

UNPAID INVOICES

PAGE 4  
RUN DATE 02/27/18 03:02 PM

| INVOICE                              | DATE     | PO NBR | DESCRIPTION       | TEMPL<br>INV  | AP<br>DATE | INVOICE<br>AMOUNT | TAX<br>AMOUNT | PMT<br>TYP | PAID<br>AMOUNT | PAID/VOID<br>DATE | CHECK/<br>ACH | SEQ |
|--------------------------------------|----------|--------|-------------------|---------------|------------|-------------------|---------------|------------|----------------|-------------------|---------------|-----|
|                                      |          |        |                   | VENDOR TOTAL: |            | 1571.32           |               |            |                |                   |               |     |
| VENDOR: 2104 UPS                     |          |        |                   |               |            |                   |               |            |                |                   |               |     |
| 24W1X6068                            | 02/20/18 |        | 0 Postage         |               | 03/07/18   | 23.34             | .00           | CHK        |                |                   |               |     |
| 24W1X6078                            | 02/22/18 |        | 0 Postage         |               | 03/07/18   | 22.02             | .00           | CHK        |                |                   |               |     |
|                                      |          |        |                   | VENDOR TOTAL: |            | 45.36             |               |            |                |                   |               |     |
| VENDOR: 2107 UNIVERSITY SCREENPRINT  |          |        |                   |               |            |                   |               |            |                |                   |               |     |
| 22370                                | 02/26/18 | 1801   | Uniforms          |               | 03/07/18   | 323.02            | .00           | CHK        |                |                   |               |     |
|                                      |          |        |                   | VENDOR TOTAL: |            | 323.02            |               |            |                |                   |               |     |
| VENDOR: 2303 WATERMARK PRINTERS, LLC |          |        |                   |               |            |                   |               |            |                |                   |               |     |
| 11360                                | 02/26/18 |        | 0 Office supplies |               | 03/07/18   | 49.00             | .00           | CHK        |                |                   |               |     |
|                                      |          |        |                   | VENDOR TOTAL: |            | 49.00             |               |            |                |                   |               |     |
|                                      |          |        |                   | GRAND TOTAL:  |            | 64478.55          |               |            |                |                   |               |     |

STARKVILLE UTILITIES  
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING  
FOR: 03/07/18 ACCOUNT 23200

UNPAID INVOICES

PAGE 1  
RUN DATE 02/27/18 03:01 PM

| INVOICE                            | DATE     | PO NBR DESCRIPTION       | TEMPL<br>INV | AP<br>DATE | INVOICE<br>AMOUNT | TAX<br>AMOUNT | PMT<br>TYP | PAID<br>AMOUNT | PAID/VOID<br>DATE | CHECK/<br>ACH SEQ |
|------------------------------------|----------|--------------------------|--------------|------------|-------------------|---------------|------------|----------------|-------------------|-------------------|
| VENDOR: 110 ARKANSAS ELECTRIC      |          |                          |              |            |                   |               |            |                |                   |                   |
| 03890827                           | 02/22/18 | 7879 Materials           |              | 03/07/18   | 1090.00           | .00           | ACH        |                |                   |                   |
| VENDOR TOTAL:                      |          |                          |              |            | 1090.00           |               |            |                |                   |                   |
| VENDOR: 131 ALTEC INDUSTRIES, INC. |          |                          |              |            |                   |               |            |                |                   |                   |
| 10891813,2525,51                   | 02/26/18 | 7895 Supplies            |              | 03/07/18   | 1746.54           | .00           | ACH        |                |                   |                   |
| 50205736                           | 02/26/18 | 7913 Supplies            |              | 03/07/18   | 881.64            | .00           | ACH        |                |                   |                   |
| VENDOR TOTAL:                      |          |                          |              |            | 2628.18           |               |            |                |                   |                   |
| VENDOR: 134 ATWELL & GENT, P.A.    |          |                          |              |            |                   |               |            |                |                   |                   |
| 8432                               | 02/21/18 | 0 Engineering Services   |              | 03/07/18   | 700.00            | .00           | ACH        |                |                   |                   |
| 8433                               | 02/21/18 | 0 Engineering Services   |              | 03/07/18   | 390.00            | .00           | ACH        |                |                   |                   |
| 8436A                              | 02/21/18 | 0 Engineering Services   |              | 03/07/18   | 4082.00           | .00           | ACH        |                |                   |                   |
| 8437                               | 02/21/18 | 0 Engineering Services   |              | 03/07/18   | 1670.00           | .00           | ACH        |                |                   |                   |
| VENDOR TOTAL:                      |          |                          |              |            | 6842.00           |               |            |                |                   |                   |
| VENDOR: 139 ACC BUSINESS           |          |                          |              |            |                   |               |            |                |                   |                   |
| 180414881-2/27                     | 02/26/18 | 0 Internet Services      |              | 03/07/18   | 1439.20           | .00           | CHK        |                |                   |                   |
| VENDOR TOTAL:                      |          |                          |              |            | 1439.20           |               |            |                |                   |                   |
| VENDOR: 145 ANN MARIE LOGAN        |          |                          |              |            |                   |               |            |                |                   |                   |
| 2018 CPA                           | 02/16/18 | 0 Annual CPA License Fee |              | 03/07/18   | 308.00            | .00           | ACH        |                |                   |                   |
| VENDOR TOTAL:                      |          |                          |              |            | 308.00            |               |            |                |                   |                   |
| VENDOR: 146 AT&T                   |          |                          |              |            |                   |               |            |                |                   |                   |
| 1737 - 2/09/18                     | 02/20/18 | 0 Phone bill             |              | 03/07/18   | 42.99             | .00           | CHK        |                |                   |                   |
| VENDOR TOTAL:                      |          |                          |              |            | 42.99             |               |            |                |                   |                   |
| VENDOR: 202 BELL BUILDING SUPPLY   |          |                          |              |            |                   |               |            |                |                   |                   |
| 215869                             | 02/22/18 | 7921 Supplies            |              | 03/07/18   | 14.73             | .00           | CHK        |                |                   |                   |
| VENDOR TOTAL:                      |          |                          |              |            | 14.73             |               |            |                |                   |                   |

STARKVILLE UTILITIES  
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING  
FOR: 03/07/18 ACCOUNT 23200

UNPAID INVOICES

PAGE 2  
RUN DATE 02/27/18 03:01 PM

| INVOICE                                 | DATE     | PO NBR | DESCRIPTION               | TEMPL<br>INV | AP<br>DATE | INVOICE<br>AMOUNT | TAX<br>AMOUNT | PMT<br>TYP | PAID<br>AMOUNT | PAID/VOID<br>DATE | CHECK/<br>ACH | SEQ |  |
|-----------------------------------------|----------|--------|---------------------------|--------------|------------|-------------------|---------------|------------|----------------|-------------------|---------------|-----|--|
| VENDOR: 321 COLE'S AUTO REPAIR          |          |        |                           |              |            |                   |               |            |                |                   |               |     |  |
| 17679                                   | 02/26/18 |        | 7869 Repairs              |              | 03/07/18   | 55.00             | .00           | ACH        |                |                   |               |     |  |
| VENDOR TOTAL:                           |          |        |                           |              |            | 55.00             |               |            |                |                   |               |     |  |
| VENDOR: 400 IVY AUTO PARTS              |          |        |                           |              |            |                   |               |            |                |                   |               |     |  |
| 579900                                  | 02/22/18 |        | 7912 Supplies             |              | 03/07/18   | 2.58              | .00           | ACH        |                |                   |               |     |  |
| 580476,580474                           | 02/26/18 |        | 7927 Repair parts         |              | 03/07/18   | 88.05             | .00           | ACH        |                |                   |               |     |  |
| VENDOR TOTAL:                           |          |        |                           |              |            | 90.63             |               |            |                |                   |               |     |  |
| VENDOR: 555 ELSTER SOLUTIONS            |          |        |                           |              |            |                   |               |            |                |                   |               |     |  |
| 9000079367                              | 02/27/18 |        | 0 2017 SMA Annual Renewal |              | 03/07/18   | 1872.00           | .00           | ACH        |                |                   |               |     |  |
| VENDOR TOTAL:                           |          |        |                           |              |            | 1872.00           |               |            |                |                   |               |     |  |
| VENDOR: 604 FASTENAL COMPANY            |          |        |                           |              |            |                   |               |            |                |                   |               |     |  |
| 77201, 077, 216                         | 02/22/18 |        | 7904 Parts and supplies   |              | 03/07/18   | 215.57            | .00           | ACH        |                |                   |               |     |  |
| MSSTA76986,77091                        | 02/22/18 |        | 7883 Parts                |              | 03/07/18   | 473.31            | .00           | ACH        |                |                   |               |     |  |
| VENDOR TOTAL:                           |          |        |                           |              |            | 688.88            |               |            |                |                   |               |     |  |
| VENDOR: 696 GARNER LUMLEY ELECTRIC      |          |        |                           |              |            |                   |               |            |                |                   |               |     |  |
| 545979                                  | 02/26/18 |        | 7876 Metering supplies    |              | 03/07/18   | 2701.20           | .00           | ACH        |                |                   |               |     |  |
| 546202                                  | 02/26/18 |        | 7885 Materials            |              | 03/07/18   | 9054.00           | .00           | ACH        |                |                   |               |     |  |
| VENDOR TOTAL:                           |          |        |                           |              |            | 11755.20          |               |            |                |                   |               |     |  |
| VENDOR: 697 GARNER COMPUTER SERVICE     |          |        |                           |              |            |                   |               |            |                |                   |               |     |  |
| 1046229, 1046230                        | 02/20/18 |        | 0 Internet webfilter      |              | 03/07/18   | 5113.00           | .00           | ACH        |                |                   |               |     |  |
| VENDOR TOTAL:                           |          |        |                           |              |            | 5113.00           |               |            |                |                   |               |     |  |
| VENDOR: 730 GRESKO UTILITY SUPPLY, INC. |          |        |                           |              |            |                   |               |            |                |                   |               |     |  |
| 30025648-00                             | 02/22/18 |        | 7801 Materials            |              | 03/07/18   | 630.00            | .00           | ACH        |                |                   |               |     |  |
| 50013240, 25935                         | 02/22/18 |        | 7847 Materials            |              | 03/07/18   | 1190.00           | .00           | ACH        |                |                   |               |     |  |
| 50013301-00                             | 02/22/18 |        | 7864 Materials            |              | 03/07/18   | 609.00            | .00           | ACH        |                |                   |               |     |  |
| 50013301-01                             | 02/26/18 |        | 7864 Materials            |              | 03/07/18   | 1020.00           | .00           | ACH        |                |                   |               |     |  |
| 50013396,403,395                        | 02/22/18 |        | 7903 Materials            |              | 03/07/18   | 9507.20           | .00           | ACH        |                |                   |               |     |  |
| 50013468-00                             | 02/26/18 |        | 7919 Materials            |              | 03/07/18   | 9588.00           | .00           | ACH        |                |                   |               |     |  |
| VENDOR TOTAL:                           |          |        |                           |              |            | 32544.20          |               |            |                |                   |               |     |  |

STARKVILLE UTILITIES  
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING  
FOR: 03/07/18 ACCOUNT 23200

UNPAID INVOICES

PAGE 3  
RUN DATE 02/27/18 03:01 PM

| INVOICE                              | DATE     | PO NBR | DESCRIPTION                    | TEMPL<br>INV | AP<br>DATE | INVOICE<br>AMOUNT | TAX<br>AMOUNT | PMT<br>TYP | PAID<br>AMOUNT | PAID/VOID<br>DATE | CHECK/<br>ACH | SEQ |
|--------------------------------------|----------|--------|--------------------------------|--------------|------------|-------------------|---------------|------------|----------------|-------------------|---------------|-----|
| VENDOR: 733 GUARDIAN LOCK AND KEY    |          |        |                                |              |            |                   |               |            |                |                   |               |     |
| 4694                                 | 02/26/18 |        | 0 Service call                 |              | 03/07/18   | 40.00             | .00           | CHK        |                |                   |               |     |
| VENDOR TOTAL:                        |          |        |                                |              |            | 40.00             |               |            |                |                   |               |     |
| VENDOR: 809 HOWARD INDUSTRIES, INC.  |          |        |                                |              |            |                   |               |            |                |                   |               |     |
| 244024-701619                        | 02/22/18 | 7736   | Padmount Transformer           |              | 03/07/18   | 26490.00          | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                        |          |        |                                |              |            | 26490.00          |               |            |                |                   |               |     |
| VENDOR: 912 ITRON, INC.              |          |        |                                |              |            |                   |               |            |                |                   |               |     |
| 476719                               | 02/20/18 |        | 0 Hardware & software maintena |              | 03/07/18   | 946.45            | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                        |          |        |                                |              |            | 946.45            |               |            |                |                   |               |     |
| VENDOR: 1010 J.T. RAY COMPANY        |          |        |                                |              |            |                   |               |            |                |                   |               |     |
| 180215-0392                          | 02/20/18 |        | 0 Copier service               |              | 03/07/18   | 57.90             | .00           | CHK        |                |                   |               |     |
| VENDOR TOTAL:                        |          |        |                                |              |            | 57.90             |               |            |                |                   |               |     |
| VENDOR: 1205 LOWE'S                  |          |        |                                |              |            |                   |               |            |                |                   |               |     |
| 2/12-2/14/18                         | 02/26/18 | 7917   | Supplies                       |              | 03/07/18   | 125.81            | .00           | CHK        |                |                   |               |     |
| VENDOR TOTAL:                        |          |        |                                |              |            | 125.81            |               |            |                |                   |               |     |
| VENDOR: 1361 M & M PROSAFETY SUPPLY  |          |        |                                |              |            |                   |               |            |                |                   |               |     |
| 01951                                | 02/22/18 | 7899   | Safety supplies                |              | 03/07/18   | 1724.75           | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                        |          |        |                                |              |            | 1724.75           |               |            |                |                   |               |     |
| VENDOR: 1400 NESCO                   |          |        |                                |              |            |                   |               |            |                |                   |               |     |
| 9543,9679,9961                       | 02/26/18 | 7926   | Materials                      |              | 03/07/18   | 811.05            | .00           | ACH        |                |                   |               |     |
| S2228380, 8458                       | 02/26/18 | 7918   | Supplies                       |              | 03/07/18   | 511.25            | .00           | ACH        |                |                   |               |     |
| S2230560.001                         | 02/26/18 | 7935   | Supplies                       |              | 03/07/18   | 174.22            | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                        |          |        |                                |              |            | 1496.52           |               |            |                |                   |               |     |
| VENDOR: 1406 NORTHEAST EXTERMINATING |          |        |                                |              |            |                   |               |            |                |                   |               |     |
| 2/14/18                              | 02/22/18 | 7924   | Pest control                   |              | 03/07/18   | 60.00             | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                        |          |        |                                |              |            | 60.00             |               |            |                |                   |               |     |

STARKVILLE UTILITIES  
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING  
FOR: 03/07/18 ACCOUNT 23200

UNPAID INVOICES

PAGE 4  
RUN DATE 02/27/18 03:01 PM

| INVOICE                                  | DATE     | PO NBR DESCRIPTION     | TEMPL<br>INV | AP<br>DATE | INVOICE<br>AMOUNT | TAX<br>AMOUNT | PMT<br>TYP | PAID<br>AMOUNT | PAID/VOID<br>DATE | CHECK/<br>ACH | SEQ |
|------------------------------------------|----------|------------------------|--------------|------------|-------------------|---------------|------------|----------------|-------------------|---------------|-----|
| VENDOR: 1525 OKTIBBEHA CO. CO-OP         |          |                        |              |            |                   |               |            |                |                   |               |     |
| 339436                                   | 02/22/18 | 7925 Uniforms          |              | 03/07/18   | 42.99             | .00           | ACH        |                |                   |               |     |
| 341769                                   | 02/26/18 | 7933 Soil and supplies |              | 03/07/18   | 19.80             | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                            |          |                        |              |            | 62.79             |               |            |                |                   |               |     |
| VENDOR: 1531 MDR CONSTRUCTION, INC.      |          |                        |              |            |                   |               |            |                |                   |               |     |
| 29-21476                                 | 02/22/18 | 7916 Contractor        |              | 03/07/18   | 15635.00          | .00           | ACH        |                |                   |               |     |
| 29-21522                                 | 02/26/18 | 7937 Contractor        |              | 03/07/18   | 15635.00          | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                            |          |                        |              |            | 31270.00          |               |            |                |                   |               |     |
| VENDOR: 1536 PALMER'S SERVICE CENTER     |          |                        |              |            |                   |               |            |                |                   |               |     |
| 2/26/18 STMT                             | 02/26/18 | 7936 Vehicle repairs   |              | 03/07/18   | 2350.69           | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                            |          |                        |              |            | 2350.69           |               |            |                |                   |               |     |
| VENDOR: 1623 POWERSTROKE EQUIPMENT SALES |          |                        |              |            |                   |               |            |                |                   |               |     |
| 2804                                     | 02/22/18 | 7915 Parts             |              | 03/07/18   | 307.96            | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                            |          |                        |              |            | 307.96            |               |            |                |                   |               |     |
| VENDOR: 1800 RACKLEY OIL, INC.           |          |                        |              |            |                   |               |            |                |                   |               |     |
| 474839                                   | 02/22/18 | 7886 Fuel              |              | 03/07/18   | 76.42             | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                            |          |                        |              |            | 76.42             |               |            |                |                   |               |     |
| VENDOR: 1818 UNITED RENTALS, INC.        |          |                        |              |            |                   |               |            |                |                   |               |     |
| 943761631-121                            | 02/27/18 | 0 Equipment rental     |              | 03/07/18   | 1000.00           | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                            |          |                        |              |            | 1000.00           |               |            |                |                   |               |     |
| VENDOR: 1887 S & S LINE SERVICE          |          |                        |              |            |                   |               |            |                |                   |               |     |
| 1896-1897 - 2/09                         | 02/20/18 | 0 ROW Clearing         |              | 03/07/18   | 5510.00           | .00           | ACH        |                |                   |               |     |
| 1898-1899 - 2/16                         | 02/22/18 | 0 ROW Clearing         |              | 03/07/18   | 5510.00           | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                            |          |                        |              |            | 11020.00          |               |            |                |                   |               |     |
| VENDOR: 1893 SCHWEITZER ENGINEERING LAB  |          |                        |              |            |                   |               |            |                |                   |               |     |
| INV-000248491                            | 02/26/18 | 7881 Equipment         |              | 03/07/18   | 10280.00          | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                            |          |                        |              |            | 10280.00          |               |            |                |                   |               |     |

STARKVILLE UTILITIES  
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING  
FOR: 03/07/18 ACCOUNT 23200

UNPAID INVOICES

PAGE 5  
RUN DATE 02/27/18 03:01 PM

| INVOICE                                | DATE     | PO NBR DESCRIPTION       | TEMPL<br>INV | AP<br>DATE | INVOICE<br>AMOUNT | TAX<br>AMOUNT | PMT<br>TYP | PAID<br>AMOUNT | PAID/VOID<br>DATE | CHECK/<br>ACH | SEQ |
|----------------------------------------|----------|--------------------------|--------------|------------|-------------------|---------------|------------|----------------|-------------------|---------------|-----|
| VENDOR: 1917 RONNIE JONES CONST., INC. |          |                          |              |            |                   |               |            |                |                   |               |     |
| 20181051                               | 02/26/18 | 7922 Gravel              |              | 03/07/18   | 942.40            | .00           | CHK        |                |                   |               |     |
| VENDOR TOTAL:                          |          |                          |              |            | 942.40            |               |            |                |                   |               |     |
| VENDOR: 1940 STUART C. IRBY            |          |                          |              |            |                   |               |            |                |                   |               |     |
| S010603599.001                         | 02/22/18 | 7888 Materials           |              | 03/07/18   | 619.80            | .00           | ACH        |                |                   |               |     |
| S010610157.00162                       | 02/22/18 | 7901 Materials           |              | 03/07/18   | 4383.46           | .00           | ACH        |                |                   |               |     |
| S010610157.00364                       | 02/26/18 | 7901 Materials           |              | 03/07/18   | 503.04            | .00           | ACH        |                |                   |               |     |
| S010619755.001                         | 02/22/18 | 7920 Materials           |              | 03/07/18   | 6932.71           | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                          |          |                          |              |            | 12439.01          |               |            |                |                   |               |     |
| VENDOR: 1945 SULLIVAN'S                |          |                          |              |            |                   |               |            |                |                   |               |     |
| 31716                                  | 02/22/18 | 0 Office supplies        |              | 03/07/18   | 74.34             | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                          |          |                          |              |            | 74.34             |               |            |                |                   |               |     |
| VENDOR: 2018 TRADE AMERICA             |          |                          |              |            |                   |               |            |                |                   |               |     |
| 22353, 22372                           | 02/26/18 | 7931 Cleaning supplies   |              | 03/07/18   | 389.49            | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                          |          |                          |              |            | 389.49            |               |            |                |                   |               |     |
| VENDOR: 2040 TVPPA EDUCATION & TRAIN.  |          |                          |              |            |                   |               |            |                |                   |               |     |
| 97441                                  | 02/27/18 | 0 Education and training |              | 03/07/18   | 500.00            | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                          |          |                          |              |            | 500.00            |               |            |                |                   |               |     |
| VENDOR: 2118 BORDER STATES ELECTRIC    |          |                          |              |            |                   |               |            |                |                   |               |     |
| 914736623, 84758                       | 02/26/18 | 7861 Parts               |              | 03/07/18   | 2324.25           | .00           | ACH        |                |                   |               |     |
| 914753543, 8640                        | 02/26/18 | 7870 Materials           |              | 03/07/18   | 1039.48           | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                          |          |                          |              |            | 3363.73           |               |            |                |                   |               |     |
| VENDOR: 2210 VERIZON WIRELESS          |          |                          |              |            |                   |               |            |                |                   |               |     |
| 9800825397                             | 02/20/18 | 0 Phone bill             |              | 03/07/18   | 1588.81           | .00           | CHK        |                |                   |               |     |
| VENDOR TOTAL:                          |          |                          |              |            | 1588.81           |               |            |                |                   |               |     |

STARKVILLE UTILITIES  
PRG, ACTPAYLT

ACCOUNTS PAYABLE LISTING  
FOR: 03/07/18 ACCOUNT 23200

UNPAID INVOICES

PAGE 6  
RUN DATE 02/27/18 03:01 PM

| INVOICE                                  | DATE     | PO NBR DESCRIPTION         | TEMPL<br>INV | AP<br>DATE | INVOICE<br>AMOUNT | TAX<br>AMOUNT | PMT<br>TYP | PAID<br>AMOUNT | PAID/VOID<br>DATE | CHECK/<br>ACH | SEQ |
|------------------------------------------|----------|----------------------------|--------------|------------|-------------------|---------------|------------|----------------|-------------------|---------------|-----|
| VENDOR: 2300 WALMART COMMUNITY BRC       |          |                            |              |            |                   |               |            |                |                   |               |     |
| 1/29/18                                  | 02/26/18 | 0 Office supplies          |              | 03/07/18   | 107.78            | .00           | CHK        |                |                   |               |     |
| 2/16/18                                  | 02/26/18 | 7928 Supplies              |              | 03/07/18   | 21.91             | .00           | CHK        |                |                   |               |     |
| VENDOR TOTAL:                            |          |                            |              |            | 129.69            |               |            |                |                   |               |     |
| VENDOR: 2322 WATKINS, WARD & STAFFORD    |          |                            |              |            |                   |               |            |                |                   |               |     |
| 91016                                    | 02/20/18 | 0 FY 2017 Audit            |              | 03/07/18   | 18500.00          | .00           | CHK        |                |                   |               |     |
| VENDOR TOTAL:                            |          |                            |              |            | 18500.00          |               |            |                |                   |               |     |
| VENDOR: 2327 WAUKAWAY DISTRIBUTORS, INC. |          |                            |              |            |                   |               |            |                |                   |               |     |
| 41789                                    | 02/20/18 | 0 Water                    |              | 03/07/18   | 23.85             | .00           | ACH        |                |                   |               |     |
| VENDOR TOTAL:                            |          |                            |              |            | 23.85             |               |            |                |                   |               |     |
| VENDOR: 99009746 SYNERGETICS DCS, INC    |          |                            |              |            |                   |               |            |                |                   |               |     |
| INV-032452                               | 02/26/18 | 7939 Professional services |              | 03/07/18   | 187.50            | .00           | CHK        |                |                   |               |     |
| VENDOR TOTAL:                            |          |                            |              |            | 187.50            |               |            |                |                   |               |     |
| GRAND TOTAL:                             |          |                            |              |            | 189932.12         |               |            |                |                   |               |     |



**CITY OF STARKVILLE  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM DEPT: City Clerk/CFO  
AGENDA DATE: 3-6-18  
PAGE: 1**

**SUBJECT:** Consideration of advertising for requests for quotes for property, vehicle and equipment insurance services.

**AMOUNT & SOURCE OF FUNDING:** As budgeted

**FISCAL NOTE:** N/A

Current contract expires April 30, 2018.

**REQUESTING  
DEPARTMENT: Office of the City Clerk**

**DIRECTOR'S  
AUTHORIZATION: Lesa Hardin, City Clerk**

**FOR MORE INFORMATION CONTACT:** Lesa Hardin, 662-323-2525

---

**SUGGESTED MOTION:**

Move approval to authorize the City Clerk/CFO to advertise for sealed bids for insurance coverage of the City's property, automobile physical damage and equipment.

---



**CITY OF STARKVILLE  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM NO:** Police / Finance  
**AGENDA DATE:** 3-6-2018  
**PAGE:** 1

**SUBJECT:** Request approval to enter into a Mechanical Service Agreement with Brislin, Inc for the Police Department and to renew a Mechanical Service Agreement with Brislin, Inc for City Hall for quarterly inspections and maintenance of equipment.

**AMOUNT & SOURCE OF FUNDING:** City Hall budgeted Expense: 001-192-630-403 Building Maintenance  
Police budgeted Expense: 001-201-630-426 Building Maintenance

**REQUESTING**  
**DEPARTMENT:** Police and Finance and Administration

**DIRECTOR'S**  
**AUTHORIZATION:** Police Chief Nichols and  
Lesa Hardin, City Clerk / CFO

**FOR MORE INFORMATION CONTACT:** Lesa Hardin – 323-2525 ext.3117

**PRIOR BOARD ACTION:** N/A

**BOARD AND COMMISSION ACTION:** N/A

**PURCHASING:** N/A

**DEADLINE:**

---

**AUTHORIZATION HISTORY:** Brislin, Inc. was the installer of the HVAC Equipment at both City Hall and the Police Department and have knowledge and experience with all the machinery.

---

**SUGGESTED MOTION:** Approval to enter into a Mechanical Service Agreement with Brislin, Inc for the Police Department and to renew a Mechanical Service Agreement with Brislin, Inc for City Hall for quarterly inspection and maintenance of equipment.

# **MECHANICAL SERVICE AGREEMENT AND MAINTENANCE CONTRACT**

SUBMITTED TO

CITY OF STARKVILLE  
STARKVILLE MUNICIPAL COMPLEX  
100 MEIGS AVE.  
STARKVILLE, MS

BY

**BRISLIN, INC.**

March 1, 2018 to February 28, 2019



At Brislin, Inc. our primary goal is to maximize your comfort level, year-round. As part of this commitment, we offer affordable inspections and maintenance agreements designed to provide increased energy efficiency, reduce mechanical failures, improve comfort conditions, and protect the performance and longevity of your heating and air conditioning equipment.

We propose to furnish inspection and maintenance as specified below:

**COVERED EQUIPMENT:**

See Attached - Equipment List

**WE AGREE TO:**

- Schedule and perform maintenance services during our normal working hours, Monday – Friday 7:00 am-4:00 pm.
- Provide all material and labor to inspect, service, and perform minor repairs to the equipment listed herein at least four (4) times per year per attached Maintenance / Inspection checklist.
- Furnish you with a complete copy of the Maintenance / Inspection checklist indicating what repairs, if any, are necessary following each inspection.
- Perform repairs and improvements not covered by this agreement, upon receipt of proper authorization from you, for additional cost at a labor rate per man not to exceed \$85.00 per hour during regular working hours and furnish parts at list price less 10% discount. Emergency service will be available at an additional overtime cost of \$95.00 per hour for week nights, weekends and holidays.
- Instruct you in the operation of equipment to provide for greatest operating efficiency.
- Priority service over non-agreement customers. ■

**YOU AGREE TO:**

- Provide us reasonable access to all areas and equipment.
- Allow us to stop and start equipment as necessary for the completion of services.
- Allow us to perform minor repairs, without prior authorization, if discovered during the scheduled maintenance. Minor repairs are considered to be those not exceeding \$150.00 for replacement parts, refrigerant, and labor per system.
- Allow us to perform an additional washing of coils, without prior notification, if visual inspection indicates coils are dirty. Additional coil cleaning will be invoiced on a time and material basis.
- Operate the subject equipment in accordance with the manufacturer's guidelines of operation.
- Promptly notify us of any problems or unusual operating conditions of the subject equipment.
- Permit only our personnel to work on the subject equipment.

**EXCLUSIONS:**

- Air distribution system, including ductwork, supply air grilles, return air grilles, return air chases, and equipment platforms.
- Plumbing systems, including water supply, drains, and water heaters.
- Electrical service beyond the subject equipment disconnect switch (control wiring excepted).
- Moving or relocating the subject equipment.
- Repair due to damages caused by fire, flood, weather, acts of God, acts of war, abuse, or the improper use of equipment.
- Work made necessary by the enforcement of government codes, building and union regulations.
- Internal inspection of boiler(s) or any other pressure vessel(s), if applicable.

## TERMS & CONDITIONS:

This agreement shall remain in effect for one year beginning in March and shall be renewed annually by endorsement unless either party gives 30 days' written notice of termination. If the equipment covered is altered, modified, changed, or moved, this agreement may be adjusted accordingly or terminated.

Inspection and service will be furnished by us as follows:

1. One (1) full service which includes washing of evaporator and condenser coils, replacing filters, and replacing belts, if applicable.
2. Three (3) inspection services, which includes replacing filters and visual inspection of coils.

Your cost of this Maintenance Agreement: \$ 4,000.00 per year plus tax;  
payable in four (4) equal amounts of \$1,000.00 per service, plus tax.

During the fulfillment of this agreement, we will take all reasonable precautions to avoid injury to persons and damage to property.

This proposal will become an agreement by and between Brislin and you if accepted by authorized representative signature of both parties below. This agreement contains the entire agreement between the parties, and no rights are created in favor of either party other than as specified. There are no other parties to this agreement.

Respectfully submitted:  
BRISLIN, INC.



Quinn Brislin  
Vice President

### Your approval:

Signature: \_\_\_\_\_

Printed: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

CUSTOMER NAME:

STARKVILLE MUNICIPAL COMPLEX

DATE:

CUSTOMER SITE:

## EQUIPMENT LIST

| SYSTEM # | EQUIP. TYPE    | COMP | BRAND | MODEL #                            | SERIAL #                 | FILTERS                  | BELTS   | LOCATION / NOTES                                 |
|----------|----------------|------|-------|------------------------------------|--------------------------|--------------------------|---------|--------------------------------------------------|
| RTU1     |                |      | TRANE | YHD180F3RXA03D                     | 144510117D               | 8) 20X20X2<br>4) 16X20X2 | 1) BX68 |                                                  |
| RTU2     |                |      | TRANE | YHD180F3RXA03D                     | 144510113D               | 8) 20X20X2<br>4) 16X20X2 | 1) BX68 |                                                  |
| RTU43    |                |      | TRANE | YHD180F3RXA03D                     | 144510131D               | 8) 20X20X2<br>4) 16X20X2 | 1) BX68 |                                                  |
| RTU4     |                |      | TRANE | YHC092F3RXABCOC                    | 144410384L               | 4) 20X25X2               | DD      |                                                  |
| RTU5     |                |      | TRANE | YHD150F3RXB04D                     | 144510714D               | 4) 20X20X2<br>4) 20X25X2 | 1) BX68 |                                                  |
| RTU6     |                |      | TRANE | YHC120E3RXA0ZCOC                   | 144312859L               | 3) 20X25X2<br>2) 20X30X2 | DD      |                                                  |
| GF #1A   | CU             |      | TRANE | TDH1B065A9H31BA<br>4TTA3036B3000AA | 15075K5B7G<br>141318KW3F | 1) 16X25X2               | DD      |                                                  |
| GF #2A   | CU             |      | TRANE | TDH1B065A9H31BA<br>4TTA3036B3000AA | 14343Y92G<br>14184YLN3F  | 1) 16X25X2               | DD      |                                                  |
|          | 2) MINI-SPLITS |      |       |                                    |                          | 2) WASHABLE              |         | 1) INSTALLED BY BRISLIN<br>1) INSTALLED BY OTHER |

# HVAC MAINTENANCE/INSPECTION LIST

CUSTOMER: STARKVILLE CITY HALL

ADDRESS: 110 WEST MAIN ST STARKVILLE, MS 39759

☒ *Complete*    ☐ *Not Needed*    *N/A - Not Applicable*

## Weather Conditions

☐ rainy    ☐ clear  
☐ cloudy    ☐ humid  
☐ partly cloudy  
Outside temp. \_\_\_\_\_  
Avg. Inside Temp. \_\_\_\_\_

- \_\_\_ 1. Clean drain pan and lines. Add algacide tablets.
- \_\_\_ 2. Check performance and service of all major components and document any deficiencies found.
- \_\_\_ 3. Lubricate moving parts as needed.
- \_\_\_ 4. Check refrigerant charge and record. (annually or as needed)
- \_\_\_ 5. Test amperage and voltage and record. (annually or as needed)
- \_\_\_ 6. Inspect for oil and refrigerant leaks and document any leaks found.
- \_\_\_ 7. Check operating and safety controls and adjust or repair as needed.
- \_\_\_ 8. Check air distribution temperatures and record.
- \_\_\_ 9. Inspect condenser and evaporator coils.
- \_\_\_ 10. Wash evaporative and condenser coils (coil cleaner or water only)
- \_\_\_ 11. Clean/brush evaporative coils
- \_\_\_ 12. Tighten electrical connections on equipment as needed.
- \_\_\_ 13. Check belts and drives, tighten as needed
- \_\_\_ 14. Replace Belts (if required)
- \_\_\_ 15. Check temperature control system and make minor repairs and document any deficiencies found.
- \_\_\_ 16. Check and adjust economizer linkage and controls (if applicable)
- \_\_\_ 17. Change filters and wash air filters. (includes OSA filters)
- \_\_\_ 18. Check heating section and controls and document any deficiencies found.

28) 20X20X2 MP FILTERS  
12) 16X20X2 MP FILTERS  
11) 20X25X2 MP FILTERS  
2) 16X25X2 MP FILTERS  
2) 20X30X2 MP FILTERS  
2) WASHABLE FILTERS  
4) BX68 BELTS

REMARKS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
CUSTOMER'S SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
TECHNICIAN'S SIGNATURE

\_\_\_\_\_  
DATE

# **MECHANICAL SERVICE AGREEMENT AND MAINTENANCE CONTRACT**

SUBMITTED TO



STARKVILLE POLICE DEPARTMENT  
101 EAST LAMPKIN STREET  
STARKVILLE, MS 39759

BY

**BRISLIN, INC.**

March 1, 2018 to February 28, 2019



At Brislin, Inc. our primary goal is to maximize your comfort level, year-round. As part of this commitment, we offer affordable inspections and maintenance agreements designed to provide increased energy efficiency, reduce mechanical failures, improve comfort conditions, and protect the performance and longevity of your heating and air conditioning equipment.

We propose to furnish inspection and maintenance as specified below:

**COVERED EQUIPMENT:**

See Attached - Equipment List

**WE AGREE TO:**

- Schedule and perform maintenance services during our normal working hours, Monday – Friday 7:00 am-4:00 pm.
- Provide all material and labor to inspect, service, and perform minor repairs to the equipment listed herein at least four (4) times per year per attached Maintenance / Inspection checklist.
- Furnish you with a complete copy of the Maintenance / Inspection checklist indicating what repairs, if any, are necessary following each inspection.
- Perform repairs and improvements not covered by this agreement, upon receipt of proper authorization from you, for additional cost at a labor rate per man not to exceed \$85.00 per hour during regular working hours and furnish parts at list price less 10% discount. Emergency service will be available at an additional overtime cost of \$95.00 per hour for week nights, weekends and holidays.
- Instruct you in the operation of equipment to provide for greatest operating efficiency.
- Priority service over non-agreement customers.

**YOU AGREE TO:**

- Provide us reasonable access to all areas and equipment.
- Allow us to stop and start equipment as necessary for the completion of services.
- Allow us to perform minor repairs, without prior authorization, if discovered during the scheduled maintenance. Minor repairs are considered to be those not exceeding \$150.00 for replacement parts, refrigerant, and labor per system.
- Allow us to perform an additional washing of coils, without prior notification, if visual inspection indicates coils are dirty. Additional coil cleaning will be invoiced on a time and material basis.
- Operate the subject equipment in accordance with the manufacturer's guidelines of operation.
- Promptly notify us of any problems or unusual operating conditions of the subject equipment.
- Permit only our personnel to work on the subject equipment.

**EXCLUSIONS:**

- Air distribution system, including ductwork, supply air grilles, return air grilles, return air chases, and equipment platforms.
- Plumbing systems, including water supply, drains, and water heaters.
- Electrical service beyond the subject equipment disconnect switch (control wiring excepted).
- Moving or relocating the subject equipment.
- Repair due to damages caused by fire, flood, weather, acts of God, acts of war, abuse, or the improper use of equipment.
- Work made necessary by the enforcement of government codes, building and union regulations.
- Internal inspection of boiler(s) or any other pressure vessel(s), if applicable.

## TERMS & CONDITIONS:

This agreement shall remain in effect for one year beginning in March and shall be renewed annually by endorsement unless either party gives 30 days' written notice of termination. If the equipment covered is altered, modified, changed, or moved, this agreement may be adjusted accordingly or terminated.

Inspection and service will be furnished by us as follows:

1. One (1) full service which includes washing of evaporator and condenser coils, replacing belts, flushing drains and monitoring equipment operations.
2. Three (3) inspection services, which includes monitoring equipment operations and visual inspection of coils, cleaning and flushing condensate drains and pans.

**NOTE: Filter replacement by others**

Your cost of this Maintenance Agreement \$5,000.00 per year plus tax;  
payable in four (4) equal amounts of \$1,250.00 per service, plus tax.

During the fulfillment of this agreement, we will take all reasonable precautions to avoid injury to persons and damage to property.

This proposal will become an agreement by and between Brislin and you if accepted by authorized representative signature of both parties below. This agreement contains the entire agreement between the parties, and no rights are created in favor of either party other than as specified. There are no other parties to this agreement.

Respectfully submitted:  
BRISLIN, INC.



Mickey Brislin  
President

## Your approval:

Signature: \_\_\_\_\_

Printed: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## HVAC MAINTENANCE/INSPECTION LIST

CUSTOMER: STARKVILLE POLICE DEPARTMENT

ADDRESS: 101 EAST LAMPKIN ST STARKVILLE, MS

☒ **Complete**    ☐ **Not Needed**    **N/A – Not Applicable**

- ☐ 1. Clean drain pan and lines. Add algaecide tablets.
- ☐ 2. Check performance and service of all major components and document any deficiencies found.
- ☐ 3. Lubricate moving parts as needed.
- ☐ 4. Check refrigerant charge and record. (annually or as needed)
- ☐ 5. Test amperage and voltage and record. (annually or as needed)
- ☐ 6. Inspect for oil and refrigerant leaks and document any leaks found.
- ☐ 7. Check operating and safety controls and adjust or repair as needed.
- ☐ 8. Check air distribution temperatures and record.
- ☐ 9. Inspect condenser and evaporator coils.
- ☐ 10. Wash evaporative and condenser coils (coil cleaner or water only)
- ☐ 11. Clean/brush evaporative coils
- ☐ 12. Tighten electrical connections on equipment as needed.
- ☐ 13. Check belts and drives, tighten as needed
- ☐ 14. Replace Belts (if required)
- ☐ 15. Check temperature control system and make minor repairs and document any deficiencies found.
- ☐ 16. Check and adjust economizer linkage and controls (if applicable)
- ☐ 17. Change filters and wash air filters. (includes OSA filters)
- ☐ 18. Check heating section and controls and document any deficiencies found.

REMARKS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
CUSTOMER'S SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
TECHNICIAN'S SIGNATURE

\_\_\_\_\_  
DATE

### Weather Conditions

☐ rainy    ☐ clear  
☐ cloudy    ☐ humid  
☐ partly cloudy  
Outside temp. \_\_\_\_\_  
Avg. Inside Temp. \_\_\_\_\_

1) AL400 BELT

1) AL450 BELT





**CITY OF STARKVILLE COVERSHEET  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM DEPT:** Human Resources  
**AGENDA DATE:** March 06, 2018  
**Page:** 1

**SUBJECT:**

Request authorization to advertise for a Driver in the Sanitation & Environmental Services Department.

**AMOUNT & SOURCE OF FUNDING:**

Salary Grade 7. \$29,120.00 (\$14.00 per hour) to \$34,320.00 (\$16.50 per hour), based on 2080 hours.

**AUTHORIZATION HISTORY:**

This position was previously held by Terry Jones, who has recently resigned.

**REQUESTING DEPARTMENT:**

Sanitation /Environmental Services Department

**DIRECTOR'S AUTHORIZATION:**

Calvin Ware, Sanitation & Environmental Services Director

**FOR MORE INFORMATION CONTACT:**

Nav Ashford, Human Resources Director

**SUGGESTED MOTION:**

Move approval to advertise for a Driver in the Sanitation & Environmental Services Department.



**CITY OF STARKVILLE COVERSHEET  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM DEPT:** Human Resources  
**AGENDA DATE:** March 6, 2018  
**Page:** 1

**SUBJECT:**

Request authorization to advertise for an Office Assistant in the Utilities Department, under the Warehouse Division.

**AMOUNT & SOURCE OF FUNDING:**

Salary Grade 8, \$25,922.03 (\$12.46 per hour) to \$34,498.82 (\$16.59 per hour), based on 2080 hours.

**FISCAL NOTE:**

**AUTHORIZATION HISTORY:**

This positions was previously held by Koretta Harris, who was transferred to Starkville Utilities to work as Customer Service Clerk.

**REQUESTING DEPARTMENT:**

Starkville Utilities Department

**DIRECTOR'S AUTHORIZATION:**

Terry Kemp, General Manager

**FOR MORE INFORMATION CONTACT:**

Nav Ashford, Human Resources Director

**SUGGESTED MOTION:**

Move approval to advertise for an Office Assistant in the Utilities Department, under the Warehouse Division.

**CITY OF STARKVILLE COVERSHEET  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM DEPT:** Human Resources  
**AGENDA DATE:** March 6, 2018  
**Page:** 1

**SUBJECT:**

Request authorization to advertise for a Foreman in the Utilities Department, Water Division.

**AMOUNT & SOURCE OF FUNDING:**

Grade 12, Annual Salary range of \$37,440.00 (\$18.00 hour) - \$40,560.00 (\$19.50 hour), based on 2080 hours.

**FISCAL NOTE:**

**AUTHORIZATION HISTORY:**

This position is currently held by Ellis Agnew, who will be retiring in March of 2018.

**REQUESTING DEPARTMENT:**

Starkville Utilities Department

**DIRECTOR'S AUTHORIZATION:**

Terry Kemp, General Manager

**FOR MORE INFORMATION CONTACT:**

Nav Ashford, Human Resources Director

**SUGGESTED MOTION:**

Move approval to advertise for a Foreman in the Utilities Department, Water Division.

.

**CITY OF STARKVILLE COVERSHEET  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM DEPT:** Human Resources  
**AGENDA DATE:** March 6, 2018  
**Page:** 1

**SUBJECT:**

Request authorization to advertise for an Assistant Manager in the Starkville Utilities Department.

**AMOUNT & SOURCE OF FUNDING:**

Grade 19, Annual Salary range of \$73,958.58 (\$35.36 hour) - \$98,429.16 (\$47.32 hour), based on 2080 hours.

**FISCAL NOTE:**

**AUTHORIZATION HISTORY:**

This positions is currently held by Tommy Sullivan, who will be retiring in April of 2018.

**REQUESTING DEPARTMENT:**

Starkville Utilities Department

**DIRECTOR'S AUTHORIZATION:**

Terry Kemp, General Manager

**FOR MORE INFORMATION CONTACT:**

Nav Ashford, Human Resources Director

**SUGGESTED MOTION:**

Move approval to advertise for an Assistant Manager in the Starkville Utilities Department.



**CITY OF STARKVILLE COVERSHEET  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM DEPT:** Human Resources  
**AGENDA DATE:** March 6, 2018  
**Page:** 1

**SUBJECT:**

Request authorization to hire John Ricks as a Wastewater Operator, in the Starkville Utilities Department under the Wastewater Division.

**AMOUNT & SOURCE OF FUNDING:**

Grade 11, Annual Salary of \$37,440 (\$18.00 per hour), based on 2080 hours.

**FISCAL NOTE:**

**AUTHORIZATION HISTORY:**

This position, was previously held by Samuel Ryan Flippen, who voluntarily resigned.

**REQUESTING DEPARTMENT:**

Starkville Utilities Department

**DIRECTOR'S AUTHORIZATION:**

Terry Kemp, General Manager

**FOR MORE INFORMATION CONTACT:**

Nav Ashford, Human Resources Director

**SUGGESTED MOTION:**

Move approval to hire John Ricks as a Wastewater Operator, in the Starkville Utilities Department under the Wastewater Division.

**CITY OF STARKVILLE COVERSHEET  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM DEPT:** Human Resources

**AGENDA DATE:** March 6, 2018

**Page:** 1

**SUBJECT:**

Request authorization to hire Rashad Ruff, Cameron Hickey, John Person, Michael Banks and Davd Fonseca, as Entry Level Police Officers in the Starkville Police Department.

**AMOUNT & SOURCE OF FUNDING:**

Grade 9, Salary for Entry Level Police Officers \$33,115.16 (\$14.81 per hour), based on 2236 hours per year, for all the above candidates.

**LINE ITEM**

**AUTHORIZATION HISTORY:**

These positions were previously held by William Jones, Pedro Yera, Justin Butler, Tayler Wells, and Timoty Chism.

**REQUESTING DEPARTMENT:**

Starkville Police Department

**DIRECTOR'S AUTHORIZATION:**

R. Frank Nichols, Police Chief

**FOR MORE INFORMATION CONTACT:**

Nav Ashford, Human Resources Director

**SUGGESTED MOTION:**

Move approval to hire Rashad Ruff, Cameron Hickey, John Person, Michael Banks and Davd Fonseca, as Entry Level Police Officer in the Starkville Police Department.



**CITY OF STARKVILLE COVERSHEET  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM DEPT.:** Police  
**AGENDA DATE:** 03-06-2018  
**PAGE:** 1 of 1

**SUBJECT:**

Consideration to declare 3 listed vehicles as surplus property and to sell on govdeals:

- 1.) 1988 Chevrolet Caprice VIN:1GBL51218JA132583 (Declaration of Forfeiture through District Atty)
- 2.) 2002 Ford Explorer VIN:1FMZU75E32ZA68473 (Declaration of Forfeiture through District Atty)
- 3.) 2007 Ford Crown Victoria VIN:2FAFP71W77X151906 Police Vehicle S-57.

20% of proceeds from the sell of the 1988 Chev and the 2002 Ford will go to the Office of the District Attorney.

**AMOUNT & SOURCE OF FUNDING:** N/A

**FISCAL NOTE:** N/A

**AUTHORIZATION HISTORY:**

The 88 Chevrolet Caprice and 02 Ford Explorer were seized by the SPD according to the Uniform Controlled Substance Law and subsequently forfeited to the SPD by the District Atty.

The 07 Ford Crown Victoria was purchased from Watson Quality Ford/Jackson, MS on 4/25/2007 as a police vehicle.

**REQUESTING**

**DEPARTMENT:** STARKVILLE POLICE DEPT

**DIRECTOR'S**

**AUTHORIZATION:** R. FRANK NICHOLS  
662-323-2700

**FOR MORE INFORMATION CONTACT:** Sgt. Kenny Watkins 662-769-4407  
SST. Caryl Pritchard 662-323-0393

---

**SUGGESTED MOTION:**

Consideration to declare 3 listed vehicles as surplus property and to sell on govdeals:

- 1.) 1988 Chevrolet Caprice VIN:1GBL51218JA132583 (Declaration of Forfeiture through District Atty)
- 2.) 2002 Ford Explorer VIN:1FMZU75E32ZA68473 (Declaration of Forfeiture through District Atty)
- 3.) 2007 Ford Crown Victoria VIN:2FAFP71W77X151906 Police Vehicle S-57.

20% of proceeds from the sell of the 1988 Chev and the 2002 Ford will go to the Office of the District Attorney.



**CITY OF STARKVILLE COVERSHEET  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM DEPT.:** Police and Fire  
**AGENDA DATE:** 03-06-2018  
**PAGE:** 1 of 1

**SUBJECT:** Discussion and consideration to allow Greenville Fitness to conduct the yearly fitness exams of the Police and Fire Departments

|                                               |                              |                 |
|-----------------------------------------------|------------------------------|-----------------|
| <b><u>AMOUNT &amp; SOURCE OF FUNDING:</u></b> | Police Physical Examinations | 001-201-600-319 |
|                                               | Fire Physical Examinations   | 001-261-600-319 |

**FISCAL NOTE:** Not to exceed \$18,000.00 per department

**AUTHORIZATION HISTORY:**

**REQUESTING**

**DEPARTMENT:** Starkville Police Dept. and  
Starkville Fire Dept.

**DIRECTORS' AUTHORIZATION:**

R. Frank Nichols, Chief of Police, 662-323-2700  
Charles Yarbrough, Fire Chief, 662-323-1845

**FOR MORE INFORMATION CONTACT:**

---

**SUGGESTED MOTION:**

Move approval to accept the Greenville Fitness to conduct yearly fitness exams of the Police and Fire Departments.



**CITY OF STARKVILLE  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM DEPARTMENT: SES  
AGENDA DATE: March 6, 2018  
PAGE: 1 of 1**

**SUBJECT:** Request approval to declare items listed as surplus property, advertise for sale, and sell to the highest bidder.

**AMOUNT & SOURCE OF FUNDING:** NA

**REQUESTING  
DEPARTMENT:** Sanitation & Environmental  
Services

**DIRECTOR'S  
AUTHORIZATION:** Calvin Ware  
Director of SES

**FOR MORE INFORMATION CONTACT:** Christopher Smiley, 662-418-2969

---

**STAFF RECOMMENDATION:**

The following items are no longer useful for various reasons. It is recommended that the City advertise these items for sale to recover whatever cash value remains.

See attachment

---

**SUGGESTED MOTION:**

## Sanitation & Environmental Department

### Equipment Surplus List 2018

| Item # | Year & Size | Make          | Model  | Miles/Hours | Equipment             | VIN / Serial Number |
|--------|-------------|---------------|--------|-------------|-----------------------|---------------------|
| 1      | 8 yards     | Mayfab        | 10     | N/A         | Dumpster              | N/A                 |
| 2      | 6 yards     | Mayfab        | 20     | N/A         | Dumpster              | N/A                 |
| 3      | 4 yards     | Mayfab        | 9      | N/A         | Dumpster              | N/A                 |
| 4      | 1997        | International | S1700  | 29266       | Limb loader           | 14TSDAAR8VH487136   |
| 5      | 2001        | Kenworth      | T300   | 328270      | Dump Truck            | 2NKMHD6X31M871354   |
| 6      | 1994        | Ford          | F150XL | N/A         | Pickup Truck          | 1FTDF15Y8PNA59928   |
| 7      | N/A         | CAT           | 816B   | 7473.4      | Caterpillar Compactor | 08Z59254            |
| 8      | 1999        | Ford          | F250   | 1435092     | Pickup Truck          | 1FTRF27L3XNA74253   |
| 9      | N/A         | Ford          | 1320   | 38856       | Tractor               | 00005               |
| 10     | N/A         | CAT           | N/A    | N/A         | Dozer                 | N/A                 |



**CITY OF STARKVILLE COVERSHEET  
RECOMMENDATION FOR BOARD ACTION**

**AGENDA ITEM NO:**  
**AGENDA DATE: March 6, 2018**  
**PAGE: 1 of 1**

**SUBJECT:** Request authorization for Robby Gilliland to travel to Jackson, TN to attend TVPPA Line Worker Final Exam on April 17-18, 2018 at a total cost not to exceed \$1,349.52.00 with advance travel.

The 2.5-day exam consists of a 110-question written test and a series of physical skills lab demonstrations. The written test includes questions covering objectives in Units 1-4 of the Lineman Apprenticeship Program. The skills lab demonstrations include objectives from Labs 1-5 and will vary for each final exam. Demonstration requirements will not be revealed for each exam until students are on the field. Scoring of the overall exam is weighted 40% for the written test and 60% for the skills lab demonstrations.

**AMOUNT & SOURCE OF FUNDING:** TVPPA Line Worker Final Exam, lodging, travel allowance plus per diem, total cost not to exceed \$1,349.52 with advance travel.

FY 2018 Budget

**FISCAL NOTE:**

**AUTHORIZATION HISTORY:**

**REQUESTING**  
**DEPARTMENT:** Utilities

**DIRECTOR'S**  
**AUTHORIZATION:** Terry Kemp, General Manager

**FOR MORE INFORMATION CONTACT:** Terry Kemp 323-3133

---

**SUGGESTED MOTION:**

---

Move approval for Robby Gilliland to travel to Jackson, TN to attend TVPPA Line Worker Final Exam on April 17-18, 2018 at a total cost not to exceed \$1,349.52.00 with advance travel.

---

Robby Gilliland

February 6, 2018

TVPPA Line Worker Final Exam

April 17 – April 19, 2018

Jackson, Tennessee at JEA Training Center

The 2.5-day exam consists of a 110-question written test and a series of physical skills lab demonstrations. The written test includes questions covering objectives in Units 1-4 of the Lineman Apprenticeship Program. The skills lab demonstrations include objectives from Labs 1-5 and will vary for each final exam. Demonstration requirements will not be revealed for each exam until students are on the field. Scoring of the overall exam is weighted 40% for the written test and 60% for the skills lab demonstrations.

#### Costs

- TVPPA Underground Lab 4 Cost = \$784.50 each
- Howard Johnson at 192 Vann Drive (731.660.8651) – Estimate = \$259.44 for 3 nights (April 16,17,18)
  - Confirmation # ?????
- Travel Allowance – Travel utilizing Robby Gilliland personal vehicle.
  - 176 miles one way from SU Operations Center to Howard Johnson at Jackson, TN
  - 6.2 miles one way from Hotel at Jackson, TN to TVPPA Training Center.
  - Total Miles =  $(176 * 2) + (6.2 * 5) = 378$  miles
  - 378 miles x \$0.55 per mile = \$207.90
- Per diem (3 days at \$51/day each) = \$153 each
- Robby Gilliland Total Cost
  - $\$784.50 + \$207.90 + \$204.12 + \$153 = \$1349.52$



**AGENDA ITEM NO:**  
**AGENDA DATE: March 6, 2018**  
**PAGE: 1 of 1**

**CITY OF STARKVILLE COVERSHEET  
RECOMMENDATION FOR BOARD ACTION**

**SUBJECT:** Request authorization for Terry Kemp to attend the Tennessee Valley Public Power Association (TVPPA) Annual Board of Directors Meeting and Conference in Fairhope, AL, May 20-23, 2018.

Terry is currently serving as Vice Chairman of the Board of Directors for TVPPA.

TVPPA is the regional service organization representing the 154 local power companies who purchase electricity from the Tennessee Valley Authority and distribute to their local customers.

**AMOUNT & SOURCE OF FUNDING:** Conference registration, 4 nights lodging, travel expense and per diem not to exceed

FY 2018 Budget

**FISCAL NOTE:**

**AUTHORIZATION HISTORY:**

**REQUESTING  
DEPARTMENT:** Utilities

**DIRECTOR'S  
AUTHORIZATION:** Terry Kemp, General Manager

**FOR MORE INFORMATION CONTACT:** Terry Kemp 323-3133

---

**SUGGESTED MOTION:**

---

Move approval for Terry Kemp to attend the Tennessee Valley Public Power Association (TVPPA) Annual Board of Directors Meeting and Conference in Fairhope, AL, May 20-23, 2018.

---

Networking • Educating • Improving

Visit [www.tvppa.com](http://www.tvppa.com) and click Conferences**TVPPA**

## The TVPPA 72nd Annual Conference



### Event Details

2018 Annual Conference

05/21 - 05/23/2018

Grand Hotel Marriott

Point Clear, AL

The TVPPA Annual Conference is the association's largest event of the year and the only event geared specifically towards electric utility general managers, their key staff and their local board members. Hosting more than 700 guests, the event kicks off with the annual Golf Tournament followed by an assortment of informative, educational and even entertaining events to include the Richard C. Crawford Distinguished Service Award Dinner, the Honors Luncheon, the All Member Meeting and a large assortment of general sessions, breakout sessions and even a segment of breakouts specifically for utility board members. If you want to expand your knowledge about important issues facing the electric utility industry and network with key individuals involved in supporting their communities, you'll not want to miss this exceptional and highly anticipated event!

### 05/20/2018

6:00 pm Food Donation Drop-off Open

### 05/21/2018

#### TVPPA 72ND ANNUAL CONFERENCE

8:00 am - 1:30 pm **TVPPA Annual Golf Tournament**11:00 am - 12:00 pm **Spouse Event: Cooking Class with Lunch!**

2:00 pm - 6:00 pm Registration Open

3:00 pm - 5:00 pm TVPPA Board of Directors

6:00 pm - 7:00 pm **Welcome Reception hosted by the Sponsors**

7:15 pm - 9:00 pm DIC Customer Appreciation Dinner (by invitation only)

### 05/22/2018

7:00 am - 8:00 am *Breakfast with our Sponsors*8:00 am **FIRST GENERAL SESSION**

Thanks to our sponsors!

### ATTENDEE REGISTRATION

All sponsors please use "Sponsorships" tab above

**Attendees Register Now**

New Registration



Modify Registration

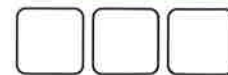
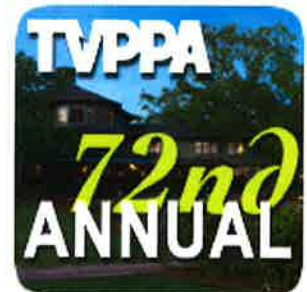


### REGISTRATION FEES

- **TVPPA Members** (includes spouse): **\$645**
- TVPPA Members registered after 04/27/18: **\$716**
- **Non-Members** (includes spouse) **\$860**
- Non-Members (includes spouse) registered after 04/27/18: **\$955**

**Please note: All vendor companies please register via the Sponsors tab located at the top of the page.**

#TVPPA72nd



8:00 am - 8:10 am **Welcome**

8:10 am - 9:00 am **Opening Keynote Address: Air Force One: Zero Fail Mission**

9:00 am - 9:30 am **Chairman's Address**

9:30 am - 10:00 am **Refreshment Break -- Meet the Sponsors**

10:00 am - 11:00 am **TBD**

11:00 am - 11:45 am **HT1: A Serious Look at Employment Law**

11:00 am - 11:45 am **HT2: Examining Key Economic and Energy Trends**

11:00 am - 11:45 am **HT3: Your Future: Numbers Don't Lie**

11:00 am - 11:45 am **HT4: Employee Retention Strategies and Preparing for an Aging Workforce in the Electric Utility Industry**

11:45 am - 1:15 pm **TVPPA Honors Luncheon**

1:30 pm **SECOND GENERAL SESSION**

1:30 pm - 2:15 pm **TBD**

2:15 pm - 3:00 pm **TVPPA Business Meeting**

2:15 pm - 3:00 pm **BB1: Role and Responsibility for Local Board Members (Cooperative Boards)**

2:15 pm - 3:00 pm **BB2: Role and Responsibility for Local Board Members (Municipal Boards)**

2:15 pm - 3:00 pm **BB3: Factors Influencing the Electric Utility Now**

3:00 pm - 3:15 pm **CSA Ice Cream Social**

3:30 pm - 5:00 pm **CSA Business Meeting**

6:00 pm - 7:00 pm **Chairman's Reception**

7:00 pm - 9:00 pm **Distinguished Service Award Dinner**

### 05/23/2018

7:00 am - 8:00 am **Breakfast with our Sponsors**

8:00 am **THIRD GENERAL SESSION**

8:00 am - 8:10 am **Opening Remarks**

8:05 am - 9:00 am **Getting to Know Our Customers Better (Panel)**

9:00 am - 10:00 am **Communicating Your Value to Your Customers in Ways They Care About**

10:00 am - 10:30 am **Refreshment Break -- Meet the Sponsors**

10:30 am - 11:15 am **View from the Hill**

11:15 am - 12:00 pm **TVA Looking Ahead**

12:00 pm **Adjourn**