



OFFICIAL ELECTRONIC PACKET

**CITY OF STARKVILLE, MISSISSIPPI
October 2, 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 Engineer
Edward Kemp

Court Clerk
Shalonda Sykes

**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, OCTOBER 2, 2018
5:30 P.M., COURT ROOM, CITY HALL
110 WEST MAIN STREET

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 SEPTEMBER 4, 2018 REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE, MS.

CONSIDERATION OF THE MINUTES OF THE SEPTEMBER 14, 2018 WORK SESSION 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. MUSCULAR DYSTROPHY ASSOCIATION FILL THE BOOT PROGRAM
– Ellie Denman, Development Director

B. 60 DAY SERVICE REPORT BY PAFFORD – Tony Fabela, Operations Manager

VIII. PUBLIC HEARING

A. PUBLIC HEARING AND CONSIDERATION OF RZ 18-07 A REQUEST TO REZONE ONE PARCEL FROM R-1 TO R-5 AND C-2 LOCATED APPROXIMATELY 360' SOUTHWEST OF THE CENTER OF THE INTERSECTION OF HIGHWAY 12 EAST AND PAT STATION ROAD DIRECTLY EAST OF THE LA QUINTA INN WITH THE PARCEL NUMBERS 117-25-021.00 AND 117F-00-001.00.

B. PUBLIC HEARING AND CONSIDERATION OF RZ 18-06 A REQUEST TO REZONE 2 LOTS LOCATED AT 901 AND 903 LOUISVILLE STREET FROM C-1 TO R-5 WITH THE PARCEL NUMBERS # 102G-00-156.01 AND 102G-00-166.

C. FIRST PUBLIC HEARING ON AMENDING SECTION 30-32 OF THE CITY'S TRANSIENT VENDOR ORDINANCE NO. 2012-04.

IX. MAYOR'S BUSINESS

- A. CONSIDERATION OF THE EXTENSION OF THE CONTRACT WITH CORNERSTONE GOVERNMENT AFFAIRS, INC. AS LEGISLATIVE CONSULTANTS.
- B. CONSIDERATION OF THE APPROVAL OF THE GTPDD CEMETERY MAPPING PLAN FOR ODDFELLOWS ON MARTIN LUTHER KING, JR. DRIVE AND UNIVERSITY DRIVE.
- C. CONSIDERATION OF A SPECIAL EVENT REQUEST BY STARKVILLE HIGH SCHOOL TO HOLD THE SHS HOMECOMING PARADE ON OCTOBER 16 AND HAVE CITY PARTICIPATION WITH IN-KIND SERVICES.
- D. CONSIDERATION OF THE CONTRACT FOR TRAFFIC CONTROL AND SECURITY GUARD SERVICES WITH PINELAKE CHURCH ON A FINDING THAT ALLOWING STARKVILLE POLICE OFFICERS TO SERVE AS SECURITY GUARDS FOR PINELAKE CHURCH ON THEIR OFF-DUTY HOURS WHILE USING THEIR STARKVILLE POLICE UNIFORM AND GEAR PROMOTES THE PUBLIC INTEREST AND WILL NOT LIKELY BRING DISREPUTE TO THE OFFICER, THE CITY OF STARKVILLE, OR THE STARKVILLE POLICE DEPARTMENT.

X. BOARD BUSINESS

- A. CONSIDERATION OF ESTABLISHING SET HOURS FOR TRICK OR TREATING OF 5:30 PM TO 8:00 PM ON WEDNESDAY, OCTOBER 31, 2018.
- B. CONSIDERATION OF APPROVAL OF THE 2019 HOLIDAY SCHEDULE FOR THE CITY OF STARKVILLE.

XI. DEPARTMENT BUSINESS

A. AIRPORT

- 1. REQUEST RENEWAL OF THE CIRCLE S FLIGHT TRAINING AGREEMENT AT GEORGE M. BRYAN FIELD, STARKVILLE MS, FOR ONE YEAR.
- 2. REQUEST RENEWAL OF THE KEESLING AIRCRAFT RENTAL AND TRAINING, LLC FLIGHT SCHOOL AGREEMENT FOR FLIGHT SCHOOL TRAINING AT GEORGE M. BRYAN FIELD, STARKVILLE MS, FOR ONE YEAR.

B. COMMUNITY DEVELOPMENT DEPARTMENT

1. CODE ENFORCEMENT

THERE ARE NO ITEMS FOR THIS AGENDA

2. PLANNING

- a. REQUEST AUTHORIZATION TO ADVERTISE FOR A COMMUNITY DEVELOPMENT DIRECTOR IN THE COMMUNITY DEVELOPMENT DEPARTMENT.
- b. CONSIDERATION OF A SPECIAL EVENT REQUEST BY KAYLA GILMORE TO HOLD THE STARKVILLE VETERAN'S DAY PARADE "HONORING OUR VETERANS" TO BE HELD NOVEMBER 10 AND HAVE CITY PARTICIPATION WITH IN-KIND SERVICES.
- c. CONSIDERATION OF PP 18-10 A REQUEST FOR PRELIMINARY PLAT APPROVAL FOR SUBDIVIDING 21.66-ACRE PARCEL INTO 2 LOTS LOCATED +/-400' SOUTHEAST OF THE INTERSECTION OF PAT STATION ROAD AND MS HWY 12 IN AN R-1 ZONE WITH THE PARCEL NUMBER 117-25-021.00.
- d. CONSIDERATION OF VA 18-09 A REQUEST BY GAME DAY RETREATS LLC FOR VARIANCE RELIEF FROM FRONT SETBACK REQUIREMENTS LOCATED AT 624 SOUTH MONTGOMERY STREET IN AN R-3 ZONE WITH THE PROPERTY #102H-00-192.00.
- e. CONSIDERATION OF THE APPROVAL OF AN AMENDED ANNEXATION PLAN AND TO PROCEED WITH AN ANNEXATION ORDINANCE.

C. COURTS

THERE ARE NO ITEMS FOR THIS AGENDA

D. ENGINEERING

1. CONSIDERATION OF REJECTION OF THE SOLE BID FOR THE 2018 ROADWAY BASE AND RESURFACING PROGRAM - PROJECT NO. 18036 AND AUTHORIZING READVERTISING FOR BIDS IN THE SPRING OF 2019.

E. FINANCE AND ADMINISTRATION

1. REQUEST APPROVAL OF THE CITY OF STARKVILLE CLAIMS DOCKET FOR ALL DEPARTMENTS INCLUDING STARKVILLE UTILITIES DEPARTMENT AS OF SEPTEMBER 26, 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. REQUEST APPROVAL OF ANNUAL MUNICIPAL COMPLIANCE REPORT.

3. REQUEST APPROVAL OF CITY CLERK / CFO LESA HARDIN TO ATTEND THE 2018 MASTER MUNICIPAL CLERK SESSION TO BE HELD OCTOBER 3 – 4 AT MSU AT A COST OF \$100.

F. FIRE DEPARTMENT

1. REQUEST PERMISSION TO ISSUE A COMMERCIAL BURN PERMIT TO BURNS DIRT CONSTRUCTION TO BURN CLEARED DEBRIS ASSOCIATED WITH A FUTURE CONSTRUCTION PROJECT AT STARKVILLE/OKTIBBEHA INDUSTRIAL PARK.

2. REQUEST PERMISSION TO ALLOW JMCM CONSULTING TO WRITE AND DEVELOP FEMA GRANTS FOR THE SFD FOR A 5% FEE, IF THE GRANT IS APPROVED, FOR PROJECT ADMINISTRATION.

G. HUMAN RESOURCES

1. REQUEST AUTHORIZATION TO ADVERTISE FOR AN EQUIPMENT OPERATOR IN THE STARKVILLE UTILITIES DEPARTMENT/ NEW CONSTRUCTION DIVISION.

2. REQUEST AUTHORIZATION TO ADVERTISE FOR THREE (3) MAINTENANCE WORKERS IN THE STARKVILLE UTILITIES DEPARTMENT/WATER DIVISION.

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

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

5. REQUEST AUTHORIZATION TO HIRE MADISON SMITH AS A ENGINEERING ASSOCIATE IN THE STARKVILLE UTILITIES DEPARTMENT.

6. REQUEST AUTHORIZATION TO ADVERTISE TO FILL A FIREFIGHTER POSITION IN THE STARKVILLE FIRE DEPARTMENT.

H. INFORMATION TECHNOLOGY

THERE ARE NO ITEMS FOR THIS AGENDA

I. PARKS

1. REQUEST AUTHORIZATION TO ADVERTISE FOR JANITORIAL SERVICES FOR THE CITY OF STARKVILLE PARKS AND RECREATION DEPARTMENT FACILITIES.

2. REQUEST PERMISSION TO ALLOW GERRY LOGAN, TRENT HELMS, WILLIAM POCHOP AND LISA COX TO ATTEND THE MISSISSIPPI RECREATION AND PARK ASSOCIATION CONFERENCE OCTOBER 15-18, 2018 IN OXFORD, MISSISSIPPI WITH A TOTAL COST OF \$1,348.
3. REQUEST AUTHORIZATION TO CHANGE THE CLASSIFICATION OF JOSEPH WILLIAMS TO A LEAD FIELD MAINTENANCE WORKER IN THE PARKS AND RECREATION DEPARTMENT.
4. REQUEST AUTHORIZATION TO RECLASSIFY THE DIRECTOR OF RECREATION AND SPORTS POSITION TO ATHLETIC SUPERVISOR IN THE PARKS AND RECREATION DEPARTMENT AND TO NAME CURRENT SPORTS COORDINATOR WILLIAM POCHOP AS ATHLETIC SUPERVISOR.
5. REQUEST AUTHORIZATION TO ADVERTISE TO FILL A SPORTS COORDINATOR POSITION IN THE PARKS AND RECREATION DEPARTMENT.
6. REQUEST AUTHORIZATION TO ADVERTISE FOR A FULL-TIME FIELD MAINTENANCE WORKER POSITION.
7. REQUEST AUTHORIZATION TO RECLASSIFY THE PROGRAM COORDINATOR POSITION TO PROGRAM SUPERVISOR IN THE PARKS AND RECREATION DEPARTMENT.

J. POLICE DEPARTMENT

THERE ARE NO ITEMS FOR THIS AGENDA

K. SANITATION DEPARTMENT

1. REQUEST APPROVAL OF THE LOWEST AND BEST BID FROM WASTEZERO INC. FOR THE PURCHASE OF 12,000 ROLLS OF GARBAGE BAGS IN THE AMOUNT OF \$ 130,920.00 FOR THE 2018 ANNUAL BAG DISTRIBUTION.

L. UTILITIES DEPARTMENT

1. REQUEST AUTHORIZATION TO ACCEPT THE LOWEST AND BEST QUOTE TO REPAIR THE 200 HP VERTICAL HOLLOW SHAFT US MOTOR AT A QUOTE OF \$6,535.00 FROM PARKS & PARKS WATER WELL SERVICE INC.
2. REQUEST AUTHORIZATION FOR STARKVILLE UTILITIES TO INITIATE A TASK ORDER WITH VOLKERT FOR ENGINEERING SERVICES FOR THE ERNEST E. JONES WASTEWATER TREATMENT PLANT BIOSOLIDS IMPROVEMENTS.

3. REQUEST APPROVAL OF RENEWAL OF THE DISTRIBUTION INSURANCE COMPANY PROPERTY - CASUALTY INSURANCE PROPOSAL FOR STARKVILLE UTILITIES—ELECTRIC DIVISION.

4. REQUEST APPROVAL FOR NICK FIORENTINO AND NATHAN FILLIPO TO ATTEND WATER OPERATOR TRAINING IN HATTIESBURG, MS ON OCT. 4. TOTAL INCLUDES ONE NIGHT LODGING AND CONFERENCE FEES COST NOT TO EXCEED \$250.00.

5. REQUEST AUTHORIZATION TO DECLARE LAWN MOWER MODEL AYP8228A49, SERIAL #030294C, SURPLUS.

XII. CLOSED DETERMINATION SESSION

XIII. OPEN SESSION

XIV. EXECUTIVE SESSION

- A. POTENTIAL LAND ACQUISITION
- B. PERSONNEL

XV. OPEN SESSION

XVI. RECESS UNTIL OCTOBER 16, 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.



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

**AGENDA ITEM: MINUTES
AGENDA DATE: 10-2-18
PAGE: 1 of 30**

SUBJECT: Request approval of the minutes of the September 4, 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 September 4, 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
OF THE CITY OF STARKVILLE, MISSISSIPPI
September 4, 2018**

Be it remembered that the Mayor and Board of Alderman met in a Regular Meeting on September 4, 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.

REQUESTED REVISIONS TO THE OFFICIAL AGENDA:

Mayor Lynn Spruill asked for items XI. G. 1, 9, 10, 11, 12 and 13 to be pulled from the agenda.

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 Carver offered a motion, duly seconded by Alderman Sistrunk, to approve the September 4, 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
REGULAR MEETING OF TUESDAY, SEPTEMBER 4, 2018
5:30 P.M., COURT ROOM, CITY HALL
110 WEST MAIN STREET**

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 AUGUST 7, 2018 MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE, MS.

V. ANNOUNCEMENTS AND COMMENTS

A. MAYOR'S COMMENTS:

Recognition of August 18, 2018 George Evans Park clean up donors.

Local businesses:

Lowe's Home Improvement - Matt Lehr, Store Manager; Clint Gannon, Human Resources ager

Southscape - Trent Helms, Owner

Four Seasons Lawn and Landscape, LLC - Cliff Crowley, Owner

Keep Starkville Beautiful Committee

Introductions of new employees:

Patricia Cartwright – Firefighter – Fire Dept.

Ben Oswalt – Police Officer – Police Dept.

Will Simon – Police Officer – Police Dept.

B. BOARD OF ALDERMEN COMMENTS:

VI. CITIZEN COMMENTS

VII. PUBLIC APPEARANCES

A. JEREMIAH DUMAS WITH AN UPDATE ON THE SMART BUS SERVICE ROUTES AND RIDERSHIP.

B. PRESENTATION BY REGINA YOUNG HYATT WITH AN ANNUAL SALES TAX ALLOCATION DISTRIBUTION REPORT AND APPROVAL IN ACCORDANCE WITH SENATE BILL 3012.

VIII. PUBLIC HEARING

A. FIRST PUBLIC HEARING TO AMEND STARKVILLE CODE OF ORDINANCES CHAPTER 82, ARTICLE III - ASSEMBLIES, PARADES, AND PROCESSIONS - CONSISTENT WITH THE CITY'S SPECIAL EVENTS POLICY.

B. SECOND PUBLIC HEARING ON THE ADOPTION OF THE 2018-2019 BUDGET FOR THE CITY OF STARKVILLE AND ESTABLISHING THE MILLAGE RATE FOR THE FISCAL YEAR 2018-2019.

IX. MAYOR'S BUSINESS

A. CONSIDERATION OF LANDSCAPE MANAGEMENT AGREEMENT WITH SGK LANDSCAPES, INC. TO BEGIN SEPTEMBER 1, 2018 AT A COST OF \$1,654.20 PER MONTH.

B. DISCUSSION AND CONSIDERATION FOR PURCHASE OF AN AD IN THE SEMI-ANNUAL FULL COLOR PUBLICATION TITLED, PROGRESS TO BE RECEIVED WITH THE COMMERCIAL DISPATCH AND THE STARKVILLE DISPATCH IN ACCORDANCE WITH MS CODE §17-3-1.

C. APPROVAL OF THE FUNDING OF THE GAME DAY SHUTTLE SERVICE SHARED WITH THE GREATER STARKVILLE DEVELOPMENT PARTNERSHIP FOR PROVIDING SMART BUS SERVICE TO AND FROM VARIOUS LOCATIONS THROUGHOUT THE CITY OF STARKVILLE FOR THOSE ATTENDING THE MSU HOME FOOTBALL GAMES.

X. BOARD BUSINESS

- A. CONSIDERATION OF ADOPTION OF A RESOLUTION SETTING THE MILLAGE RATE FOR THE CITY OF STARKVILLE FISCAL YEAR 2019 AT 26.63 MILLS.
- B. CONSIDERATION OF THE APPROVAL OF THE SUMMARY BUDGET FOR THE CITY OF STARKVILLE INCLUDING STARKVILLE UTILITIES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018 AND ENDING SEPTEMBER 30, 2019.
- C. DISCUSSION AND CONSIDERATION OF APPOINTMENT TO THE HOUSING AUTHORITY BOARD TO FILL A POSITION CURRENTLY OCCUPIED BY MR. JAMES HENLEY, JR., WHOSE TERM WILL EXPIRE ON SEPTEMBER 5, 2018. THE NEW TERM WOULD BEGIN SEPTEMBER 6, 2018 AND END SEPTEMBER 6, 2023 UPON BOARD APPROVAL.

XI. DEPARTMENT BUSINESS

A. AIRPORT

- 1. REQUEST APPROVAL TO PURCHASE A FERRIS 61" MOWER AT STATE CONTRACT PRICE OF \$6,058.00 FROM THE OKTIBBEHA COUNTY CO-OP.

B. COMMUNITY DEVELOPMENT DEPARTMENT

1. CODE ENFORCEMENT

- a. CONSIDERATION OF TRAVEL FOR JEFF LYLES TO ATTEND THE MISSISSIPPI ASSOCIATION OF CODE ENFORCEMENT EDUCATIONAL CONFERENCE IN HATTIESBURG, MISSISSIPPI FOR TRAINING OCTOBER 10 – 12, 2018 AT A COST NOT TO EXCEED \$450.

2. PLANNING

- a. CONSIDERATION OF VA 18-07 A REQUEST BY JAY FOWLER REAL ESTATE LLC FOR A VARIANCE FROM THE REQUIRED LOT AREA PER UNIT FOR A PROPOSED MULTI-FAMILY BUILDING AT 701 AND 707 NORTH MONTGOMERY STREET WITH THE PROPERTY NUMBERS 118I-00-002.03 AND 118I-00-002.00.

C. COURTS

THERE ARE NO ITEMS FOR THIS AGENDA

D. ENGINEERING

- 1. CONSIDERATION OF ADOPTION OF RESOLUTION AND ACCEPTANCE OF THE BIDS FOR STP-7101-00(004) LPA/107116-701000, LOUISVILLE STREET MULTI-USE PATH PROJECT FROM LYNN LANE TO EMERSON SCHOOL, IN ACCORDANCE WITH THE MISSISSIPPI DEPARTMENT OF TRANSPORTATION LOCAL PUBLIC AGENCY GUIDELINES AND PROCEDURES, AND AUTHORIZATION FOR THE CITY ENGINEER AND MAYOR TO PROCEED WITH CONTRACT EXECUTION WITH THE SELECTED CONTRACTOR, GREGORY CONSTRUCTION AS THE LOWEST AND BEST BID WITH A TOTAL BID OF \$1,580,199.30.

E. FINANCE AND ADMINISTRATION

1. REQUEST APPROVAL OF THE CITY OF STARKVILLE CLAIMS DOCKET FOR ALL DEPARTMENTS INCLUDING STARKVILLE UTILITIES DEPARTMENT AS OF AUGUST 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 THE APPROVAL OF TRAVEL FOR DEPUTY CLERKS LASHONDA WILSON, JAMEIKA SMITH, MARY IVY AND LEANNE MCGARR TO THE 2018 DEPUTY MUNICIPAL CLERK TRAINING CLASSES TO BE HELD WITH ADVANCE REGISTRATION, TRAVEL AND HOTEL COSTS AT VARIOUS TIMES AND LOCATIONS DURING SEPTEMBER AND OCTOBER NOT TO EXCEED \$700 EACH.

F. FIRE DEPARTMENT

1. REQUEST PERMISSION FOR MARK MCCURDY TO ATTEND THE MISSISSIPPI FIRE INVESTIGATORS 2018 FALL SEMINAR FROM OCTOBER 10-12, 2018 IN PEARL, MS, WITH ADVANCED TRAVEL NOT TO EXCEED \$520.00.
2. REQUEST PERMISSION FOR STEIN MCMULLEN TO ATTEND THE INTERNATIONAL CODE COUNCIL ANNUAL CONFERENCE, CODE HEARING AND EXPO ON OCT. 21-31, 2018, IN RICHMOND, VIRGINIA, FOR AN APPROXIMATE COST OF \$2,045.00, TO BE PAID FROM STATE REBATE FUNDS.
3. FIRE ENGINE REPLACEMENT PLAN PRESENTATION

G. HUMAN RESOURCES

1. REQUEST APPROVAL TO HIRE NICHOLAS BEAN, RAHEEM CLEMONS, AND DALTON DANIEL AS CERTIFIED POLICE OFFICERS FOR THE STARKVILLE POLICE DEPARTMENT.
2. REQUEST AUTHORIZATION TO HIRE TORA NORHEIM AND ALAYNA STEVENS AS PART-TIME RECEPTIONISTS FOR THE CITY HALL FRONT DESK UNDER THE DIRECTION OF THE FINANCE AND ADMINISTRATION DEPARTMENT.
3. REQUEST AUTHORIZATION TO CHANGE THE EMPLOYMENT STATUS OF DENISE MARBLE FROM PART-TIME TO FULL-TIME WITH BENEFITS IN THE SANITATION/ENVIRONMENTAL SERVICES DEPARTMENT.
4. REQUEST AUTHORIZATION TO ADVERTISE FOR A PART-TIME MAINTENANCE WORKER IN THE SANITATION/ENVIRONMENTAL SERVICES DEPARTMENT.
5. REQUEST PERMISSION TO ALLOW THE STARKVILLE FIRE DEPARTMENT TO BEGIN THE PROMOTION PROCESS TO FILL POSITIONS OF CAPTAIN AND BATTALION CHIEF.
6. REQUEST AUTHORIZATION TO ADVERTISE FOR A TEMPORARY FULL TIME SYSTEMS / HELP DESK ADMINISTRATOR IN THE INFORMATION TECHNOLOGY SERVICES DEPARTMENT.

7. REQUEST AUTHORIZATION TO HIRE LEVI THOMPSON AS A ENTRY LEVEL FIREFIGHTER IN THE STARKVILLE FIRE DEPARTMENT.

H. INFORMATION TECHNOLOGY

THERE ARE NO ITEMS FOR THIS AGENDA

I. PARKS

1. CONSIDERATION OF THE APPROVAL OF THE FACILITY USE AGREEMENT WITH STARKVILLE SOCCER ASSOCIATION FOR USE OF ATHLETIC FIELDS AT THE STARKVILLE SPORTSPLEX.

2. CONSIDERATION OF REQUEST FOR EXTENDED EVENT HOURS UNTIL 11:59 P.M. AT THE TRAVIS OUTLAW CENTER ON JULY 5 AND JULY 6, 2019, FOR OKTIBBEHA COUNTY TRAINING SCHOOL AND HENDERSON HIGH SCHOOL SCHOLARSHIP FUND ELEVENTH BIENNIAL REUNION CELEBRATION AND SCHOLARSHIP AWARDS BANQUET.

3. CONSIDERATION OF PARKS AND RECREATION PROGRAM THAT INCLUDES TRAVEL TO BRANSON, MISSOURI.

II. POLICE DEPARTMENT

1. CONSIDERATION TO DECLARE A 2006 LINCOLN NAVIGATOR VIN # 5LMFU27526LJ20393, OBTAINED THROUGH A DECLARATION OF FORFEITURE THROUGH THE OFFICE OF THE DISTRICT ATTORNEY, SURPLUS AND TO SELL IT.

III. SANITATION DEPARTMENT

1. CONSIDERATION TO ADVERTISE FOR THE ANNUAL PURCHASE OF 12,000 ROLLS OF GARBAGE BAGS.

IV. UTILITIES DEPARTMENT

1. REQUEST AUTHORIZATION TO BEGIN ADVERTISING FOR BIDS FOR THE ROUNDHOUSE SEWER PROJECT ON SEPTEMBER 6, 2018.

2. REQUEST THE BOARD ACCEPT THE TVA PREPARED JOINT USE STUDY AND AUTHORIZE AGREEMENT CONTRACT TO BE EFFECTIVE OCTOBER 1, 2018.

XII. CLOSED DETERMINATION SESSION

XIII. OPEN SESSION

XIV. EXECUTIVE SESSION

A. POTENTIAL LAND ACQUISITION

XV. OPEN SESSION

XVI. RECESS UNTIL SEPTEMBER 18, 2018 @ 5:30 IN THE COURT ROOM AT 110 WEST MAIN STREET.

Consent items 2 – 23:

2. CONSIDERATION OF THE MINUTES OF THE AUGUST 7, 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 Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval of the minutes of the August 7, 2018 meeting of the Mayor and Board of Aldermen of the City of Starkville, MS” is enumerated, this consent item is thereby approved.

3. CONSIDERATION OF LANDSCAPE MANAGEMENT AGREEMENT WITH SGK LANDSCAPES, INC. TO BEGIN SEPTEMBER 1, 2018 AT A COST OF \$1,654.20 PER MONTH.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval of a Landscape Management Agreement with SGK Landscapes, Inc. to begin September 1, 2018 at a cost of \$1,654.20 per month” is enumerated, this consent item is thereby approved.



Proposal

Your Goals

Having the new medians along Highway 12 of Starkville professionally maintained on a regular basis to ensure that the turf, beds and surfaces associated with the city portray the image the City of Starkville desires.

Our Background and References

Our Background:

SGK Landscapes was established in 2002 by Michael Everett, who realized the need for a landscape company that cared more about customer satisfaction and quality. This company, known as Southern Green Keepers, started primarily as a lawn maintenance company. In 2006, growth came at a rapid rate with landscape construction being added to our services. In 2008, we expanded, once again, our services to include project management, landscape lighting, outdoor water features, stone patios & walkways and outdoor overhead structures.

SGK Landscapes employs three full time Account Managers, a Sales Professional and a Landscape Designer and Estimator. We are licensed by the Mississippi State Board of Contractors, Mississippi State Bureau of Plant Industry Landscape Horticulturists, and are also bonded and insured. We have also received many accreditations from “The Better Business Bureau”, PLANET (Professional Landcare Network), Mississippi Nursery & Landscape Association, and are a member of the NFIB. SGK Landscapes was also awarded The Best People’s Choice Award for local landscape companies by the Starkville Daily News.

Commercial:

The following is a list of a few customers throughout our community:

Property	Owner/Manager
Tabor Management Starkville, MS	Beth Bland (662) 324.0506
Pleasant Hills Baptist Church Columbus, MS	Dale Brewer (662) 386.2186
Ceco Building Systems Columbus, MS	Gregg Smith (662) 386.1190

Renasant Bank
Starkville, MS

Tommy Tomlinson
(662) 338.1202

Buffalo Wild Wings Restaurants
Starkville, MS

Jeff Ousley
(662) 312.0206

Landscape Enhancement Solutions

Not only is SGK Landscapes, Inc. a full service landscape maintenance company. We are a design/build/project management firm. We have an experienced team of landscape designers, irrigation and management professionals. The following is a list of our Project services:

- Professional Design Consultation
- Project Management
- Plant Installation
- Seed & Sod Installation
- Irrigation Installation & Maintenance
- Drainage Solutions
- Landscape Lighting Systems
- Water Features
- Patios & Walkways
- Wooden Fence, Decks, & Arbors
- Outdoor Kitchens
- Swimming Pools
- Outdoor Fireplaces & Entertainment Areas

Visit our website: <http://www.sgklandscapes.com> to view recent projects.

Landscape Management Solutions

SGK Landscapes, Inc. is not only a full service landscape design/build and project management contractor; we also provide full service maintenance packages to accommodate any size property both commercial and residential. We employ a knowledgeable and experienced team of landscape management technicians, certified spray technicians, and account managers dedicated to maintaining your property to the highest standards. Below is a list of maintenance services we provide.

- Spring & Fall Clean-Ups
- Scheduled Lawn Maintenance
- Fertilizer Applications
- Turf Chemical Applications
- Aeration
- De-Thatching
- Shrubbery & Small Tree Trimming
- Weeding
- Mulch Installation
- Seasonal Color
- Soil PH Testing & Adjustment
- Property Management

Visit our website at www.sgklandscapes.com to review our complete list of services

Landscape Management Solutions for the Medians Included in this Proposal

Property Detail:

We will weed median beds. We will blow around medians. We will keep weeds controlled along curbs and sidewalks. These will be done a regular basis to make sure pine straw areas and hard surfaces are kept weed free. Also to include ant hill treatment and routine litter pick-up. (2 times per month)

Shrub & Tree Pruning:

All shrubs will be pruned 3 times a year to keep them in a neat presentable appearance. Low hanging limbs on trees will be pruned 1 times a year to prevent injury to pedestrians or damage to vehicles.

Tree Pesticide & Fungicide Application:

We will spray trees two times per year for preventative measures against pest and fungus.

Pine Straw Installation:

We will enhance the beauty of your property by installing pine straw once per year.

Benefits to You

The proposed landscape enhancements/management solutions are beneficial in a number of ways:

1. SGK Landscapes, Inc. is a firm that takes as much pride in the properties they manage as the owners themselves.
2. You will have the peace of mind knowing that landscape maintenance professionals are on-site regularly.
3. SGK Landscapes, Inc. employees are uniformed, friendly, and knowledgeable.
4. SGK Landscapes, Inc. is a full service design/build/maintenance firm that can handle any of your landscape needs or wants.
5. An Account Manager will make routine site visits and schedule 4 quarterly CARE calls to make sure all your expectations are being met.
6. Regular landscape maintenance performed by SGK Landscapes, Inc. will help to ensure the new medians are being managed to the level that you, other city officials, and taxpayers expect.

Fee Schedule: Landscape Management Solution for the Medians

Start Date: September 1, 2018 / Monthly Fee: \$1,654.20 / Yearly Fee: \$19,850.41

Please do not hesitate to contact us if you have thoughts or questions.

Thank you for the opportunity to present this proposal.

Sonny Trimm
Sr. Account Manager
SGK Landscapes, Inc.

4. CONSIDERATION OF APPROVAL OF THE FUNDING OF THE GAME DAY SHUTTLE SERVICE SHARED WITH THE GREATER STARKVILLE DEVELOPMENT PARTNERSHIP FOR PROVIDING SMART BUS SERVICE TO AND FROM VARIOUS LOCATIONS THROUGHOUT THE CITY OF STARKVILLE FOR THOSE ATTENDING THE MSU HOME FOOTBALL GAMES.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval of the funding of the Game Day Shuttle service shared with the Greater Starkville Development Partnership for providing SMART bus service to and from various locations throughout the City of Starkville for those attending the MSU home football games at an amount not to exceed \$3,500” is enumerated, this consent item is thereby approved.

5. CONSIDERATION OF APPROVAL TO PURCHASE A FERRIS 61” MOWER AT STATE CONTRACT PRICE OF \$6,058.00 FROM THE OKTIBBEHA COUNTY CO-OP.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval to Purchase a Ferris 61” Zero turn Riding Mower from the Oktibbeha County CO-OP on State Contract in the amount of \$6,058.00” is enumerated, this consent item is thereby approved.

6. CONSIDERATION OF TRAVEL FOR JEFF LYLES TO ATTEND THE MISSISSIPPI ASSOCIATION OF CODE ENFORCEMENT EDUCATIONAL CONFERENCE IN HATTIESBURG, MISSISSIPPI FOR TRAINING OCTOBER 10 – 12, 2018 AT A COST NOT TO EXCEED \$450.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval for Jeff Lyles to attend the Mississippi Association of Code Enforcement Educational Conference in Hattiesburg, Mississippi for training October 10 – 12, 2018 at a cost not to exceed \$450” is enumerated, this consent item is thereby approved.

7. CONSIDERATION OF ADOPTION OF RESOLUTION AND ACCEPTANCE OF THE BIDS FOR STP-7101-00(004) LPA/107116-701000, LOUISVILLE STREET MULTI-USE PATH PROJECT FROM LYNN LANE TO EMERSON SCHOOL, IN ACCORDANCE WITH THE MISSISSIPPI DEPARTMENT OF TRANSPORTATION LOCAL PUBLIC AGENCY GUIDELINES AND PROCEDURES, AND AUTHORIZATION FOR THE CITY ENGINEER AND MAYOR TO PROCEED WITH CONTRACT EXECUTION WITH THE SELECTED CONTRACTOR, GREGORY CONSTRUCTION AS THE LOWEST AND BEST BID WITH A TOTAL BID OF \$1,580,199.30.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval of adoption of Resolution and to accept the bids for STP-7101-00(004) LPA/107116-701000, Louisville Street Multi-use path project from Lynn Lane to Emerson school, in accordance with the Mississippi Department of Transportation Local Public Agency guidelines and procedures, approval of Gregory Construction as the lowest and best bid with a total bid of \$1,580,199.30 and authorization for the City Engineer and Mayor to proceed with contract execution pending MDOT review and concurrence” is enumerated, this consent item is thereby approved.

Bids received:

Gregory Construction: \$1,580,199.30

Phillips Construction: \$2,348,298.90

Simmons Erosion: \$1,900,002.58

EXHIBIT 1
RESOLUTION TO PROVIDE AUTHORITY
FOR
THE MAYOR TO EXECUTE
A CONTRACT FOR
CONSTRUCTION ENGINEERING AND INSPECTION SERVICES

WHEREAS, the City of Starkville has executed an MOU with the Mississippi Department of Transportation for the designated Federal-Aid Project STP-7107-00(004)LPA/107116-701000 project on July 13, 2015; and

WHEREAS, the City of Starkville must enter into a contract with a professional engineering firm for the provision of construction engineering and inspection services relative to the designated project; and

WHEREAS, Volkert, Inc. has provided the preliminary and design engineering services for the designated project; and

WHEREAS, the City of Starkville desires to enter into a contract with Volkert, Inc. for the provision of construction engineering and inspection services relative to the designated project.

NOW, THEREFORE, be it resolved by the Board of Aldermen and Mayor of the City of Starkville, Mississippi that the City authorizes Mayor Lynn Spruill to execute a contract for construction engineering and inspection services for the designated project with Volkert, Inc.

WHEREUPON, the foregoing Resolution was declared passed and adopted at the meeting of the Board of Aldermen and Mayor of the City of Starkville, Mississippi, on this the ____ day of _____, 2018. I Lesa Hardin, City Clerk of the City of Starkville, Mississippi do hereby certify that the excerpt of the Mayor and Aldermen Meeting Minutes is taken verbatim from the minutes of the Regular Mayor and Aldermen Meeting of _____, 2018.

This, the ____ day of _____, 2018.

Lesla Hardin, City Clerk

8. CONSIDERATION OF THE APPROVAL OF TRAVEL FOR DEPUTY CLERKS LASHONDA WILSON, JAMEIKA SMITH, MARY IVY AND LEANNE MCGARR TO THE 2018 DEPUTY MUNICIPAL CLERK TRAINING CLASSES TO BE HELD WITH ADVANCE REGISTRATION, TRAVEL AND HOTEL COSTS AT VARIOUS TIMES AND LOCATIONS DURING SEPTEMBER AND OCTOBER NOT TO EXCEED \$700 EACH.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval of travel for Deputy Clerks LaShonda Wilson, Mary Ivy, Jameika Smith and Leanne McGarr to the 2018 Deputy Clerk Training classes to be held with advance registration, travel and hotel costs during September and October not to exceed \$700 each” is enumerated, this consent item is thereby approved.

9. CONSIDERATION FOR MARK MCCURDY TO ATTEND THE MISSISSIPPI FIRE INVESTIGATORS 2018 FALL SEMINAR FROM OCTOBER 10-12, 2018 IN PEARL, MS, WITH ADVANCED TRAVEL NOT TO EXCEED \$520.00.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval for Mark McCurdy to attend the Mississippi Fire Investigators 2018 Fall Seminar from October 10-12, 2018 in Pearl, MS, with advanced travel not to exceed \$520.00.” is enumerated, this consent item is thereby approved.

10. CONSIDERATION FOR STEIN MCMULLEN TO ATTEND THE INTERNATIONAL CODE COUNCIL ANNUAL CONFERENCE, CODE HEARING AND EXPO ON OCT. 21-31, 2018, IN RICHMOND, VIRGINIA, FOR AN APPROXIMATE COST OF \$2,045.00, TO BE PAID FROM STATE REBATE FUNDS.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval for Stein McMullen to attend the International Code Council Annual Conference, Code Hearing and Expo on Oct. 21-31, 2018, in Richmond, Virginia for an approximate cost of \$2045.00” is enumerated, this consent item is thereby approved.

11. CONSIDERATION TO HIRE NICHOLAS BEAN, RAHEEM CLEMONS, AND DALTON DANIEL AS CERTIFIED POLICE OFFICERS FOR THE STARKVILLE POLICE DEPARTMENT.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval to hire Nicholas Bean, Raheem Clemons, and Dalton Daniel as Certified Police Officers for the Starkville Police Department, Grade 9, based on 2236 hours” is enumerated, this consent item is thereby approved.

12. CONSIDERATION TO HIRE TORA NORHEIM AND ALAYNA STEVENS AS PART-TIME RECEPTIONISTS FOR THE CITY HALL FRONT DESK UNDER THE DIRECTION OF THE FINANCE AND ADMINISTRATION DEPARTMENT.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval to hire Tora Norheim and Alayna Stevens as part-time Receptionists for the Finance and Administration Department not to exceed twenty (20) hours per week at \$9.00 per hour with this position not eligible for benefits” is enumerated, this consent item is thereby approved.

13. CONSIDERATION TO CHANGE THE EMPLOYMENT STATUS OF DENISE MARBLE FROM PART-TIME TO FULL-TIME WITH BENEFITS IN THE SANITATION/ENVIRONMENTAL SERVICES DEPARTMENT.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval to change the employment status of Denise Marble from part-time to full-time with benefits” is enumerated, this consent item is thereby approved.

14. CONSIDERATION TO ADVERTISE FOR A PART-TIME MAINTENANCE WORKER IN THE SANITATION/ENVIRONMENTAL SERVICES DEPARTMENT.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval to advertise for a part-time Maintenance Worker in the Sanitation/Environmental Services Department” is enumerated, this consent item is thereby approved.

15. CONSIDERATION TO ALLOW THE STARKVILLE FIRE DEPARTMENT TO BEGIN THE PROMOTION PROCESS TO FILL POSITIONS OF CAPTAIN AND BATTALION CHIEF.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval to allow the Starkville Fire Department to begin the promotion process to fill positions of Captain and Battalion Chief” is enumerated, this consent item is thereby approved.

16. REQUEST AUTHORIZATION TO ADVERTISE FOR A TEMPORARY FULL TIME SYSTEMS / HELP DESK ADMINISTRATOR IN THE INFORMATION TECHNOLOGY SERVICES DEPARTMENT.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval to advertise for a temporary Help Desk Administrator in the Information Technology Services Department, as a replacement for Eddie Rodrick, who will be deployed for two (2) years” is enumerated, this consent item is thereby approved.

17. REQUEST AUTHORIZATION TO HIRE LEVI THOMPSON AS AN ENTRY LEVEL FIREFIGHTER IN THE STARKVILLE FIRE DEPARTMENT.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval to hire Levi Thompson as a Entry Level Firefighter in the Starkville Fire Department at Grade 5, based on 2676 hours” is enumerated, this consent item is thereby approved.

18. CONSIDERATION OF THE APPROVAL OF THE FACILITY USE AGREEMENT WITH STARKVILLE SOCCER ASSOCIATION FOR USE OF ATHLETIC FIELDS AT THE STARKVILLE SPORTSPLEX.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval of the facility use agreement with Starkville Soccer Association for use of athletic fields at the Starkville Sportsplex” is enumerated, this consent item is thereby approved.

**STARKVILLE PARKS AND RECREATION DEPARTMENT
FACILITY USE AGREEMENT**

This is an agreement by and between the **CITY OF STARKVILLE**, a Mississippi municipal corporation hereinafter referred to as the "City", by and through its authorized representative, and **STARKVILLE SOCCER ASSOCIATION**, a Mississippi **Nonprofit** hereinafter referred to as the "Association".

WHEREAS, the Association provides a form of recreation for the City of Starkville and the Oktibbeha County area; and

WHEREAS, the City desires to assist in providing such form of recreation to area residents;

NOW, THEREFORE, for and in consideration of the mutual promises recited herein, the parties agree as follows:

**ARTICLE I
DEFINITIONS**

1.01 The term "Association" shall mean an entity organized under the laws of the State of Mississippi whose main purpose is to participate in athletic league games against athletic teams in the same athletic league at City Facilities. The Association shall offer divisions in age groups that adequately meet the needs of the community. If an age group is not offered but requested by the community, the Association shall make all efforts to add the requested age group in future seasons.

1.02 The term "City Facility or City Facilities or Facility" shall mean any athletic fields owned and operated by the City of Starkville.

1.03 The Term "Participant" shall mean any person whether individually or as part of a team that takes part in the Association's activities.

1.04 The term "Participant Fee" shall mean any consideration paid on the basis of individual registration.

**ARTICLE II
GENERAL TERMS**

2.01 This Agreement shall be in effect from the date of execution until August 31, 2019. The City will permit the Association to use all necessary fields at the Starkville Sportsplex, located at 405 Lynn Lane, Starkville, MS 39759 for the purpose of organizing and implementing athletic leagues for practices and games to be played on City Facilities. While primary use by the Association shall be at the Starkville Sportsplex, if necessary, other fields or facilities may be used, including fields or facilities at locations other than the Starkville Sportsplex. The City shall have

the option to immediately terminate this Agreement at any time with or without cause with Thirty (30) days notice.

2.02 The User must deliver a schedule of activities to the City prior to the beginning of the initial term of the Agreement and updated before the start of each new Season.

- (d) Any requested changes to the facility usage schedules submitted to the City shall be forwarded and approved prior to taking effect.

2.03 In exchange for the above-referenced use of the Facility, the User shall pay the City the amount described below for the term of the agreement:

- (a) Fifteen and no/100 Dollars (\$15.00) per player.
- (b) Five and no/100 Dollars (\$5.00) per player for individuals that show proof of financial hardship. This provision would be on a player-by-player basis and User is responsible for collecting this proof.
- (c) The User shall also pay the City a deposit of five-hundred and no/100 Dollars (\$500.00) at the time of the execution of the agreement before facility use begins. This deposit shall be credited towards the final payment if no damage to the facility occurs. If damage does occur, the amount needed to repair the damage will be deducted from the deposit and the remaining balance will be applied towards the final payment. If damage repair cost exceeds the deposit amount, the remaining amount above the deposit will be billed to the user.

2.04 Participant fees as defined in paragraph 2.03 are to be paid within 30 days of the conclusion of the season.

2.05 The Association agrees that it will be solely responsible for the following items:

- (a) Locking all doors to buildings and structures and securing all gates and other access points prior to leaving after each use of the Facility
- (b) Picking up ground litter from Facility, including fields and surrounding areas, prior to leaving after each use of the Facility
- (c) Paying for all damages related to and arising out of use of the Facility by the Association
- (d) Assisting with minor soccer net repairs including, but not limited to, usage of zip ties to affix the soccer net to the goal frame.

2.06 To maintain order and safety, the Association will assign one person as an on-site representative during all scheduled uses of the Facility and provide the City contact information for the individual assigned.

2.07 The City agrees that it will be responsible for providing the following items during the term of this Agreement:

- (a) Marking fields to proper dimensions prior to the first properly scheduled game of the season and remarking as necessary
- (b) Cleaning and stocking of restrooms
- (c) Installing nets, bases, goal anchors and similar equipment related to the proposed use of Facility by the Association
- (d) General grounds maintenance of Facility and City-installed equipment
- (e) Determining whether the Facility will be open or closed for the Association's use because of inclement weather, damage to the Facilities, and other unforeseen acts of God and updating the City's pre-recorded telephone system, web page or other communication devices it may have in place to notify the public of such schedule changes. The Association agrees to abide by all rulings regarding whether the facility is open or closed, and will be held responsible for damages resulting from play that occurs on closed fields.

2.08 The Association is prohibited from using personal equipment to perform maintenance on any City facilities.

2.09 Priority usage of City facilities shall go to recreational leagues and teams, with all others including non-recreational, tournament teams receiving secondary priority.

2.10 The Association is prohibited from transferring use or renting out any City facility for profit. The City maintains the right to rent out all City facilities when not in use by the Association.

2.11 The User acknowledges decisions regarding field usage priority for other user groups is at the City's discretion.

ARTICLE III INSURANCE REQUIREMENTS

3.01 During the term of this Agreement, the Association shall procure and maintain, at its sole cost and expense, a General Liability insurance policy for injuries to persons or damages to property that may arise from or in connection with the use of the Facility and the activities associated with the use of the Facility by the Association, its agents, representatives, participants, attendees, employees, and volunteers for limits of not less than **\$1,000,000** for **personal injury**,

death, or property damage to the Facility out of any one occurrence. This insurance must name the City of Starkville, MS as an additional insured under the policy and contain a waiver of subrogation in favor of the City of Starkville, MS. Only insurance carriers licensed and authorized to do business in the state of Mississippi will be accepted. The Association's insurance coverage shall be primary insurance with respect to the City, its officials, agents, employees, and volunteers. Any insurance or self-insurance maintained by City, its officials, agents, employees or volunteers shall be considered secondary and in excess of the Association's insurance and shall not contribute to it.

3.02 A certificate of insurance and copies of all endorsements shall be furnished to the City at the time of execution of this Agreement and is attached.

ARTICLE IV NON-DISCRIMINATION CLAUSE

The Association hereby agrees to refrain from any activity in relation to use of the Facility that discriminates against any person or persons based upon race, color, creed, national origin, disability, religion, age, or sex, and in accordance with present federal and state laws.

ARTICLE V USE OF FACILITY KEYS

The City will issue key(s) to the Association for and during the use of the Facility. The keys may not be reproduced or duplicated by the Association. The Association agrees to return these keys to City within five working days after the conclusion of the term of this Agreement unless mutually agreed upon otherwise by the parties. Upon failure to return any of said keys issued by the City to the Association, the Association agrees to reimburse City for the cost to make new key(s) and install new lock(s).

ARTICLE VI REPAIRS AND DAMAGES TO FACILITIES

The Association 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 Association. This applies, but is not limited to any and all persons associated with the Association who use the Facility or who attend the Association's events at the Facility during the term of the Agreement. The Association 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.

ARTICLE VII OFFICERS' NAMES AND SCHEDULE OF ACTIVITIES

7.01 The Association agrees to provide a list of all officers and other persons who will be in charge of the activities engaged in by the Association during the use of the Facility. The Association also agrees to provide addresses and phone numbers for the above-referenced persons.

This list of names, addresses, and phone numbers must be provided to the City prior to the beginning of the term of the Agreement and updated as necessary, included at the beginning of each new Season of play.

ARTICLE VIII RESIDENT POLICY

All City of Starkville recreation programs and facilities are designed to benefit the Starkville community first. Residents may be charged a discounted fee for certain activities or for use of certain facilities.

ARTICLE IX SAFETY PROCEDURES

The Association hereby agrees to abide by generally-recognized standards of safety, regulations and procedures for the nature of the proposed use of the Facility. The Association, including its players, attendees, league officials, employees and volunteers, are also required to abide by City of Starkville park rules and ordinances.

ARTICLE X CRIMINAL BACKGROUND CHECKS

The Association shall conduct criminal background checks on all persons acting as head coaches, assistant coaches, board members, and any other person acting in an official capacity with any organization involved in the Association's youth activities. These checks shall be conducted prior to the beginning of the season for which the individual is first involved and shall be valid for no more than one calendar year. The Association shall employ a reputable company licensed by the State of Mississippi to conduct such checks unless these checks are conducted by the Association's state or national sanctioning body. Should an individual be disqualified as a result of the check, based upon generally-recognized standards for the protection of youth, the Association shall prohibit that individual from serving in any official capacity with the Association's activities. Additionally, the Association shall provide to the City, upon request, a listing of all individuals who have undergone a criminal background check.

ARTICLE XI INDEMNIFICATION

The Association 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 the use of the Facility by the Association. 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 Association, 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.

ARTICLE XII RELEASE

The Association hereby 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 Association's use of the Facility whether or not said claims, demands, or causes of action are covered in whole or in part by insurance.

ARTICLE XIII FINANCIAL RECORDS

13.01 The Association shall employ financial management systems that reasonably safeguard its financial resources and ensure that public facilities are not being used to generate profits for individuals or groups. Financial records should be developed and maintained in a way that is accessible and understandable to program participants.

13.02 The City shall have the right to review all financial records relating to the operation of the Association and its activities and operations that take place on City facilities. Such records should be maintained in accordance with generally acceptable accounting principles and be submitted to the City within ten (10) days of request.

ARTICLE XIV MISCELLANEOUS TERMS

14.01 This Agreement has been made under and shall be governed by the laws of the State of Mississippi. The parties agree that performance and all matters related thereto shall be in Oktibbeha County, Mississippi.

14.02 This Agreement and the rights and obligations contained herein may not be assigned or sublet by the Association without the prior written approval of the City.

14.03 This Agreement contains the entire agreement between the parties. There are no other written or oral agreements, contracts, or understandings between the parties.

14.04 No waiver or deferral by either party of any term or condition of this Agreement shall be deemed or construed to be a waiver or deferral of any other term or condition or to be a subsequent waiver or deferral of the same term or condition.

14.05 This Agreement may only be amended by written instrument approved and executed by both parties.

14.06 The parties hereby state that they have read the terms of this Agreement and hereby agree to the terms and conditions contained herein.

ATTACHMENTS

A. Insurance

**STARKVILLE
SOCCER ASSOCIATION**

By: _____

Printed Name: CHRIS DRISKILL

Title: PRESIDENT

Date: 9/12/2018

CITY OF STARKVILLE

By: _____

Mayor D. Lynn Spruill

Date: 9-4-2018

19. CONSIDERATION OF PARKS AND RECREATION PROGRAM THAT INCLUDES TRAVEL TO BRANSON, MISSOURI.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval of parks and recreation program that includes travel to Branson, Missouri at no cost to the City” is enumerated, this consent item is thereby approved.

20. CONSIDERATION TO DECLARE A 2006 LINCOLN NAVIGATOR VIN # 5LMFU27526LJ20393, OBTAINED THROUGH A DECLARATION OF FORFEITURE THROUGH THE OFFICE OF THE DISTRICT ATTORNEY, SURPLUS AND TO SELL IT.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval to declare a 2006 Lincoln Navigator, VIN:5LMFU27526LJ20393, obtained through a declaration of forfeiture through the Office of the District Attorney, surplus and to authorize it be sold to the highest or best bidder with 20% of the proceeds from the sale going to the Office of the District Attorney and 80% of the proceeds from the sale going to the Starkville Police” is enumerated, this consent item is thereby approved.

21. REQUEST AUTHORIZATION TO ADVERTISE FOR THE ANNUAL PURCHASE OF 12,000 ROLLS OF GARBAGE BAGS.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval to advertise for bids for the purchase of 12,000 rolls of garbage bags” is enumerated, this consent item is thereby approved.

22. REQUEST AUTHORIZATION TO BEGIN ADVERTISING FOR BIDS FOR THE ROUNDHOUSE SEWER PROJECT ON SEPTEMBER 6, 2018.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval to advertise for bids for the Roundhouse Sewer project” is enumerated, this consent item is thereby approved.

23. REQUEST AUTHORIZATION TO ACCEPT THE TVA PREPARED JOINT USE STUDY AND AUTHORIZE AGREEMENT CONTRACT TO BE EFFECTIVE OCTOBER 1, 2018.

Upon the motion of Alderman Little, duly seconded by Alderman Walker, and adopted by the Board to approve the September 4, 2018 Official Agenda, and to accept items for consent, whereby the “approval of a Joint Use study of expenses which the Electric Department incurs jointly with other departments of the utility and the city prescribing methods of allocating such expenses is part of the TVA power contract and that the Board accepts the TVA prepared Joint Use study and authorize Agreement contract to be effective October 1, 2018” is enumerated, this consent item is thereby approved.

ANNOUNCEMENTS AND COMMENTS:

MAYOR’S COMMENTS:

Mayor Spruill and Park Director Gerry Logan recognized the following for their work of August 18, 2018 at George Evans Park: Lowe’s Home Improvement - Matt Lehr, Store Manager; Clint Gannon, Human Resources Manager; Southscape - Trent Helms, Owner; Four Seasons Lawn and Landscape, LLC - Cliff Crowley, Owner; and the Keep Starkville Beautiful Committee.

Mayor Spruill then introduced the following new employees:

Patricia Cartwright – Firefighter – Fire Dept.

Ben Oswalt – Police Officer – Police Dept.

Will Simon – Police Officer – Police Dept.

BOARD OF ALDERMEN COMMENTS:

Alderman Carver recognized the recent loss of Johnny Moore and noted his contributions to the community.

Alderman Walker thanked all city services for their work over the past weekend with all the events.

CITIZEN COMMENTS:

Alvin Turner asked that the metal bollard sleeves being installed around Starkville be explained to the citizens. He also asked that military personnel be respected.

Chris Taylor asked for fair treatment for all employees. He also asked that all applicants to City Boards and Committees be considered.

Dorothy Isaacs expressed concern with the proposed annexation and the racial makeup of the proposed area. She noted that Starkville Community Day did not end until 11 p.m. and she was concerned with young children out that late at night.

PUBLIC APPEARANCES:

JEREMIAH DUMAS WITH AN UPDATE ON THE SMART BUS SERVICE ROUTES AND RIDERSHIP.

Director Jeremiah Dumas gave a brief overview of the Starkville – MSU Area Rapid Transit (SMART) public transportation system.

Funding is provided from the Federal Transit Authority 5311 Rural Mass Transit Funds via the MS Department of Transportation. Local cash match is provided by MSU parking services and the City of Starkville has provided in-kind services in the form of city shelter construction, electrical and maintenance in the past.

Mr. Dumas discussed that this eighth year since the program began has seen an increase in new riders. He noted there were 681,000 total riders in 2017. He stated that 24% of the ridership are off-campus riders. Discussion of handicap ridership followed. He also encouraged anyone with questions or comments to call his office.

PRESENTATION BY REGINA YOUNG HYATT WITH AN ANNUAL SALES TAX ALLOCATION DISTRIBUTION REPORT AND APPROVAL IN ACCORDANCE WITH SENATE BILL 3012.

Dr. Regina Young Hyatt, Vice President of MSU Student Affairs, along with Mayah Emerson, MSU Student Association President, presented the annual sales tax allocation distribution report. Dr. Hyatt noted that MSU is expected to soon announce the Fall 2018 to be the largest enrollment in MSU history. They discussed Bulldog Bash and that due to past growth, an additional \$25,000 has been added to that budget item this year.

Alderman Little, duly seconded by Alderman Miller, offered a motion to approve the MSU 2% Budget for Fiscal Year 2019 budget as presented. 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 passed.

Proposed Distribution of 2019 Food & Beverage Sales Tax Allocation

		FY2018	
Music Maker Productions	\$150,000	\$150,000	\$150,000
Bulldog Bash	\$145,000	\$145,000	\$170,000
Cowbell Cabs	\$20,000	\$20,000	\$20,000
Old Main Music Festival	\$30,000	\$30,000	\$30,000
Lyceum Series	\$60,000	\$60,000	\$60,000
Global Lecture Series	\$20,000	\$20,000	\$20,000
Total	\$425,000	\$425,000	\$450,000

As presented to the Starkville Board of Aldermen

Previous years' surplus	\$27,381
FY 2019 revenue projection	\$425,000
Total available	\$452,381

PUBLIC HEARING:

FIRST PUBLIC HEARING TO AMEND STARKVILLE CODE OF ORDINANCES CHAPTER 82, ARTICLE III - ASSEMBLIES, PARADES, AND PROCESSIONS.

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

Dorothy Isaacs noted there to be some positive and some negative items in the proposed Ordinance. She objected to the allowance of alcohol at some events.

There being no additional comments from the public or comments from the Board, the Mayor announced the public hearing closed. The second public hearing will be held September 18, 2018 at 5:30 p.m.

SECOND PUBLIC HEARING ON THE ADOPTION OF THE 2018-2019 BUDGET FOR THE CITY OF STARKVILLE AND ESTABLISHING THE MILLAGE RATE FOR THE FISCAL YEAR 2018-2019.

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

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

24. CONSIDERATION FOR PURCHASE OF AN AD IN THE SEMI-ANNUAL FULL COLOR PUBLICATION TITLED, PROGRESS TO BE RECEIVED WITH THE COMMERCIAL DISPATCH AND THE STARKVILLE DISPATCH IN ACCORDANCE WITH MS CODE §17-3-1.

Alderman Sistrunk, duly seconded by Alderman Walker, offered a motion to favorably promote Starkville with the purchase of two 1/6 page ads in the semi-annual full color publication titled Progress, to be received with the Commercial Dispatch and the Starkville Dispatch, at a cost of \$440 each. 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 passed.

25. CONSIDERATION OF ADOPTION OF A RESOLUTION SETTING THE MILLAGE RATE FOR THE CITY OF STARKVILLE FISCAL YEAR 2019 AT 26.63 MILLS.

Alderman Sistrunk, duly seconded by Alderman Walker, offered a motion approving a Resolution as amended, setting the millage rate at 26.63 mills for Fiscal Year 2019 for the City of Starkville, Mississippi. The Board voted as follows:

Alderman Ben Carver	Voted: Nay
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.

**RESOLUTION SETTING THE MILLAGE RATE FOR THE FISCAL YEAR 2019
FOR THE CITY OF STARKVILLE, MISSISSIPPI**

WHEREAS, the City of Starkville shall in accordance with the requirements of the State of Mississippi set its millage rate and adopt a budget for each of its operating years at a time and in a manner set forth by law;

WHEREAS, MS Code Ann. Section 21-33-45 states that the governing authority of the municipality shall by resolution set the tax rate for the taxing district; and

WHEREAS, the Board of Aldermen of the City of Starkville have determined and have so publicly noticed that the millage rate for the fiscal year 2019 will be set at the rate of 26.63 mills. Of that 26.63 mills, 14.98 mills will be designated for general revenue purposes and improvements, 10.90 mills for Municipal Bonds and Interest thereon pursuant to MS Code Ann. Section 21-33-45, and 0.75 mills for the Starkville Library pursuant to MS Code Ann. 39-3-7 for a total of 26.63 mills; and

NOW THEREFORE, BE IT RESOLVED, by Mayor D. Lynn Spruill and the Board of Aldermen of the City of Starkville to:

Hereby levy upon each dollar of assessed valuation, including motor vehicles, appearing on the Assessment

Roll of the City of Starkville, Mississippi, except as to such value as may be exempt by law, as follows, pursuant to the authority of Section 21-33-45 of the Mississippi Code of 1972 as amended:

TOTAL LEVY FOR GENERAL REVENUE PURPOSES AND GENERAL IMPROVEMENTS: 26.63 MILLS

There is hereby levied upon each dollar of assessed valuation in the designated Downtown Business District 2 mills for the purpose of providing parking facilities, and making other improvements to develop and promote the growth of said Downtown Business District, pursuant to the authority of Senate Bill number 1601. 969 Extraordinary session of the Mississippi Legislature.

TOTAL LEVY FOR DOWNTOWN BUSINESS DISTRICT: 2.00 MILLS

Signed and Sealed, This, the 4th Day of September 2018.

D. Lynn Spruill, Mayor
City of Starkville, Mississippi

Attest: _____
Lesa Hardin, City Clerk / CFO

CERTIFICATE
STATE OF MISSISSIPPI
COUNTY OF OKTIBBEHA
CITY OF STARKVILLE

I, Lesa Hardin, clerk for the City of Starkville, MS hereby certify that the above and foregoing is a true and correct copy of a resolution adopted by the Mayor and Board of Aldermen of the City of Starkville, MS on the 4th day of September, 2018, in a regular meeting held at 5:30 p.m. in the Municipal Court Room of Starkville City Hall.

City Clerk / CFO

26. CONSIDERATION OF THE APPROVAL OF THE SUMMARY BUDGET FOR THE CITY OF STARKVILLE INCLUDING STARKVILLE UTILITIES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018 AND ENDING SEPTEMBER 30, 2019.

Alderman Walker, duly seconded by Alderman Sistrunk, offered a motion approving the summary budget for the City of Starkville including Starkville Utilities for the Fiscal Year beginning October 1, 2018 and ending September 30, 2019. The Board voted as follows:

Alderman Ben Carver	Voted: Nay
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.

27. CONSIDERATION OF APPOINTMENT TO THE HOUSING AUTHORITY BOARD TO FILL A POSITION CURRENTLY OCCUPIED BY MR. JAMES HENLEY, JR., WHOSE TERM WILL EXPIRE ON SEPTEMBER 5, 2018. THE NEW TERM WOULD BEGIN SEPTEMBER 6, 2018 AND END SEPTEMBER 6, 2023 UPON BOARD APPROVAL.

The applicants, Regina Evans and James Henley, Jr., were interviewed by the Mayor and Board in alpha order.

Alderman Sistrunk, duly seconded by Alderman Walker, offered a motion to take the appointment under advisement until the September 18, 2018 meeting of the Mayor and Board of Aldermen. The Board voted as follows:

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

Having not received a majority affirmative vote, the Mayor declared the motion failed.

Alderman Carver, duly seconded by Alderman Little, offered a motion to re-appoint James Henley, Jr. to the Housing Authority Board to fill a position term ending September 6, 2023.

The Board voted as follows:

Alderman Ben Carver	Voted: Yea
Alderman Sandra Sistrunk	Voted: Nay
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: Yea

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

28. CONSIDERATION OF VA 18-07, A REQUEST BY JAY FOWLER REAL ESTATE LLC FOR A VARIANCE FROM THE REQUIRED LOT AREA PER UNIT FOR A PROPOSED MULTI-FAMILY BUILDING AT 701 AND 707 NORTH MONTGOMERY STREET WITH THE PROPERTY NUMBERS 118I-00-002.03 AND 118I-00-002.00.

Alderman Little offered a motion to approve VA 18-07, a request by Jay Fowler Real Estate LLC for a variance from the required lot area per unit for a proposed multi-family building at 701 and 707 North Montgomery Street with the property numbers 118I-00-002.03 and 118I-00-002.00. Alderman Walker offered a second to 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: Nay
Alderman Roy A'. Perkins	Voted: Nay
Alderman Henry Vaughn, Sr.	Voted: Yea

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

29. CONSIDERATION OF THE CITY OF STARKVILLE CLAIMS DOCKET FOR ALL DEPARTMENTS INCLUDING STARKVILLE UTILITIES DEPARTMENT AS OF AUGUST 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.

Upon the motion of Alderman Miller, duly seconded by Alderman Sistrunk, to approve the City of Starkville Claims Docket for all departments including Starkville Utilities as of August 28, 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: 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.

General Fund	001	\$ 224,861.78
Restricted Fire Fund	003	3,050.67
Airport Fund	015	35,021.81
Sanitation	022	38,605.54
Landfill	023	173.00
Computer Assessments	107	29,647.81
Industrial Park Bond	303	9,643.89
Public Improvement Bonds	319	112,706.45
Park and Rec, Tourism	375	30,902.28
Sub Total Before Utilities		\$ 483,029.49
Utilities Dept.	SED	441,099.89
Total Claims	Total	\$ 924,129.38

30. FIRE ENGINE REPLACEMENT PLAN.

Chief Yarbrough informed the Board that Ladder 1 was not properly functioning and that he feels it is time to order a replacement. Discussion followed as to the need of a 100 ft ladder truck due to the height of some of the buildings on campus and a few local buildings. He noted it will take a year to build the truck after ordering and that prices are expected to rise September 12.

Upon the motion of Alderman Sistrunk, seconded by Alderman Little, to purchase a new ladder truck on state contract, with twelve year lease purchase financing with the first payment due after October 1, 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 passed.

31. CONSIDERATION OF REQUEST FOR EXTENDED EVENT HOURS UNTIL 11:59 P.M. AT THE TRAVIS OUTLAW CENTER ON JULY 5 AND JULY 6, 2019, FOR OKTIBBEHA COUNTY TRAINING SCHOOL AND HENDERSON HIGH SCHOOL SCHOLARSHIP FUND ELEVENTH BIENNIAL REUNION CELEBRATION AND SCHOLARSHIP AWARDS BANQUET.

Upon the motion of Alderman Vaughn to approve extended event hours until 11:59 p.m. at the Travis Outlaw Center on July 5 and July 6, 2019, for Oktibbeha County Training School and Henderson High School Scholarship Fund Eleventh Biennial Reunion Celebration and Scholarship Awards Banquet, duly seconded by Alderman Sistrunk, the Board voted as follows:

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

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

Having received a majority affirmative vote, the Mayor declared the motion passed.
The Board entered closed session.

33. A MOTION TO ENTER EXECUTIVE SESSION.

Alderman Little offered a motion to enter Executive Session for the purpose of a potential land acquisition relating to a wastewater project. Following a second by Alderman Miller, 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: Yea
Alderman Roy A'. Perkins	Voted: Yea
Alderman Henry Vaughn, Sr.	Voted: Yea

Having received a majority 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 a potential land acquisition relating to a wastewater project.

At this time, the Board entered Executive Session.

34. CONSIDERATION OF A MOTION TO RETURN TO OPEN SESSION.

Alderman Perkins offered a motion to return to Open Session. Alderman Miller 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: Yea
Alderman Roy A'. Perkins	Voted: Yea
Alderman Henry Vaughn, Sr.	Voted: Yea

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 no action in Executive Session.

35. MOTION TO RECESS UNTIL SEPTEMBER 18, 2018 @ 5:30 IN THE COURT ROOM AT 110 WEST MAIN STREET.

Upon the motion of Alderman Little, duly seconded by Alderman Miller, for the Board of Aldermen to recess the meeting until September 18, 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: Yea
Alderman Roy A'. Perkins	Voted: Yea
Alderman Henry Vaughn, Sr.	Voted: Yea

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

SIGNED AND SEALED THIS THE _____ DAY OF _____ 2018.

D. LYNN SPRUILL, MAYOR

Attest:

LESA HARDIN, CITY CLERK

(SEAL)



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

AGENDA ITEM: MINUTES
AGENDA DATE: 10/2/18
PAGE: 1 of 4

SUBJECT: Request approval of the minutes of the September 14, 2018 work session 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 September 14, 2018 work session 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
September 14, 2018**

Be it remembered that the Mayor and members of the Board of Aldermen met in a Work Session on Friday, September 14, 2018 at 1:15 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, Alderman David Little, Aldermen Sandra Sistrunk, Alderman Jason Walker, Alderman Patrick Miller, Alderman Henry Vaughn and Alderman Ben Carver. Attending the Board were Attorney Chris Latimer and Grants Coordinator Deputy Clerk Joanna McLaurin.

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.

A presentation was given on Lime Bike Share Program.

An update was given by Retail Strategies.

During the work session, the Mayor and Board discussed items on the upcoming September 18, 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

JOANNA MCLAURIN, DEPUTY CITY CLERK



WORK SESSION

FRIDAY, SEPTEMBER 14, 2018

CITY OF STARKVILLE, MISSISSIPPI

1:15 p.m.

- A. CALL THE MEETING TO ORDER**
- B. PRESENTATION BY LIME BIKE SHARE PROGRAM**
- C. UPDATE BY RETAIL STRATEGIES**
- D. DISCUSSION OF THE AGENDA ITEMS FOR THE SEPTEMBER 18, 2018, REGULAR MEETING OF THE BOARD OF ALDERMEN FOR THE CITY OF STARKVILLE.**
- E. ADJOURN MEETING**



**THERE WILL BE A WORK SESSION OF THE
MAYOR AND BOARD OF ALDERMEN ON
FRIDAY, SEPTEMBER 14, 2018**

**AT 1:15 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 ext. 3121, in advance for any services requested.



THE CITY OF STARKVILLE

CITY HALL 110 West Main Street
STARKVILLE, MISSISSIPPI 39759
662-323-2525 ext. 3117

REQUEST FOR PUBLIC APPEARANCE

There are two Public Appearances per Board Meeting with each having a maximum of ten (10) minutes.

I, Ellie Denman, Muscular Dystrophy Association (Please Print Name)
request a Public Appearance at the next available Board Meeting.

Topic of appearance:

MDA Fill the Boot Program. Together with Starkville FD Chief Yarbrough would like to request
approval for Starkville FD to host their annual Fill the Boot drive at 2-3 intersections within the
Starkville city limits (intersections to be decided with cities input based on safety recommendations
MDA will provide). The collection would occur over 3 days (to allow each shift to go out) and no
more than four hours per day.

Contact Information:

Name: Ellie Denman

Group Representing: Muscular Dystrophy Association

Address: 3149 Players Club Parkway Memphis, TN 38125

Phone: 601-573-1651

Email: edenman@mdausa.org



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

AGENDA ITEM DEPT.: Community Dev.- Planning
AGENDA DATE: October 2, 2018
PAGE: Page 1 of 12

SUBJECT:

Discussion and Consideration of RZ 18-07 a request to rezone one parcel from R-1 to R-5 and C-2 located approximately 360' southwest of the center of the intersection of Highway 12 East and Pat Station Road directly east of the La Quinta Inn with the parcel numbers 117-25-021.00 and 117F-00-001.00.

AMOUNT & SOURCE OF FUNDING

N/A

FISCAL NOTE:

N/A

AUTHORIZATION HISTORY:

The applicant is seeking to rezone from R-1 to R-5 and C-2 based on 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 boundary for the proposed rezoning are based on PP 18-10 "The Row" subdivision preliminary plat.

8 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 August 13, 2018 and a sign was posted on the properties concurrent with publication of the notice. As of this date, the Planning Office has received no phone calls against this request. On September 11, 2018, the Planning and Zoning Commission voted to recommend approval of this request to rezone from R-1 to R-5 and C-2 due to changes in condition and public need.

REQUESTING

DEPARTMENT: Community Development

DIRECTOR'S

AUTHORIZATION: Mayor Lynn Spruill

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 18-07 a request to rezone one parcel from R-1 to R-5 and C-2 located approximately 360' southwest of the center of the intersection of Highway 12 East and Pat Station Road directly east of the La Quinta Inn with the parcel numbers 117-25-021.00 and 117F-00-001.00.



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 18-07 Request to rezone one parcel from R-1 to R-5 and C-2 located approximately 360' southwest of the center of the intersection of Highway 12 East and Pat Station Road directly east of the La Quinta Inn with the parcel numbers 117-25-021.00 and 117F-00-001.00
Date: September 11, 2018

The purpose of this report is to provide information regarding the request by TEP Starkville, LLC to rezone one parcel from R-1 to R-5 and C-2 located approximately 360' southwest of the center of the intersection of Highway 12 East and Pat Station Road directly east of the La Quinta Inn with the parcel numbers 117-25-021.00. Please see attachments 1- 3.

BACKGROUND INFORMATION:

The applicant is seeking to rezone from R-1 to R-5 and C-2 based on 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 dividing line between the two proposed zone is illustrated on Preliminary Plat proposal PP 18-10 (see attachment 3).

Zoning Change Subject Property				
Properties	1960s-1970s Map	1982-1991 Map	2000 Map	Current Map
	Out of City Limits	R-1	R-1	R-1
Zoning Change Adjacent Properties				
Properties	1960s-1970s Map	1982-1991 Map	2000 Map	Current Map
North	Out of City Limits	Out of City Limits	R-1	R-1/C-2
East	Out of City Limits	Out of City Limits	Out of City Limits	C-2/Out of City Limits
South	Out of City Limits	R-1	R-1	R-1
West	R-1	R-1	R-1	C-2
Zoning and land uses adjacent to the subject property				
Direction	Zoning	Current Use		
North	R-1/C-2	vacant		
East	C-2/Out of City Limits	vacant		
South	R-1	vacant		
West	C-2	hotel		

NOTIFICATION:

8 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 August 13, 2018 and a placard was posted on the property concurrent with publication of the notice. As of this date, the Planning Office has received one call requesting information.

REZONING REQUEST:

The subject property rezoning request is from R-1 to R-5 and C-2. Differences between zones are:

Current Zoning District:***Sec. C. - R-1 residence zoning district regulations.***

These [R-1 residential] districts are intended to be composed mainly of single-family residential properties along with appropriate neighborhood facilities, with their character protected by requiring certain minimum yard and area standards to be met. [The following regulations apply to R-1 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: 10,000 square feet.*
 - b) Minimum lot width at the building line: 75 feet.*
 - c) Minimum depth of front yard: 30 feet.*
 - d) Minimum depth of rear yard: 35 feet.*
 - e) Minimum width of each side yard: Ten feet.*
 - f) Maximum height of structure: 45 feet.*
- 4. Off-street parking requirements: See article VIII of this ordinance for requirements for other uses.*

Proposed 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.

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

These [C-2 general business] districts are intended to be composed of the wide range of commercial goods and services to support community needs. Under special conditions some light industrial and distribution uses are also permitted. Usually located along arterial streets or near the intersection of two or more arterials, these districts are usually large and within convenient driving distance of the entire community. The district regulations provide for certain minimum yard and area standards to be met to assure adequate open space and compatibility with surrounding districts. [The following regulations apply in the C-2 districts:]

1. See chart for uses permitted.
2. See chart for uses which may be permitted as an exception.
3. Minimum lot size: It is the intent of this ordinance that lots of sufficient size be used for any business or service use and to provide adequate parking and loading space in addition to the space required for the other normal operations of the business or service.
4. Minimum yard size: Front, 20 feet; rear, 20 feet; side, a total of 20 feet, but one side shall be sufficient in width to provide vehicular access to the rear. On any lot [in] which the side lot line adjoins a residential district, the side yard on that side shall not be less than required by the residential district.
5. Maximum height of building or structures: 45 feet.
6. Off-street parking: One space for each 200 square feet of retail or office building area. See article VIII of this ordinance for requirements for other uses.

7. *Off-street loading and unloading: The required rear or side yard may be used for loading and unloading.*
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. 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.*
9. *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 on no longer than 12 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.*

Permitted and Conditional Uses:

Current Zoning

R-1

The following uses are permitted by right in the current R-1 zoning district:

1. Dwelling, live/work
2. Dwelling, single family, detached
3. Parks & Recreation, Passive

The following uses are allowed by conditional use in the current R-1 zoning district:

1. Accessory Dwelling unit
2. Bed & Breakfast Inn
3. Community Services
4. Family Child Care
5. Education Facilities
6. Government Facilities
7. Parks & Recreation, Active
8. Places of Worship
9. Public Spaces

Proposed Zoning

R-5

The following uses are permitted by right in the R-5 zoning district:

1. Accessory dwelling unit
2. Assisted Living Facility

3. Dwelling, live/work
4. Dwelling, single family, detached
5. Dwelling, multi-family
6. Dwelling, 3-4 family
7. Personal Care/Group Home
8. Family Child Care
9. Parks & Recreation, Passive
10. Business Offices

The following uses are allowed by conditional use in the R-5 zoning district:

1. Bed & Breakfast Inn
2. Boarding/Rooming House
3. Dormitory
4. Dwelling, 2-family
5. Fraternity/Sorority House
6. Manufactured Homes
7. Mobile Homes
8. Community Services
9. Education Facilities
10. Government Facilities
11. Institutional and Health Care Facilities
12. Parks & Recreation, Active
13. Places of Worship
14. Public Spaces
15. Utilities
16. Conference/Convention Center
17. Eating & Drinking Establishments
18. General Retail & Services
19. Parking Lots & Garage
20. Personal Services

C-2

The following uses are permitted by right in the C-2 zoning district:

1. Accessory dwelling unit
2. Assisted Living Facility
3. Bed & Breakfast Inn
4. Boarding/Rooming House
5. Dormitory
6. Personal Care/Group Home
7. Child Care
8. Government Facilities
9. Institutional and Health Care Facilities
10. Parks & Recreation, Active
11. Parks & Recreation, Passive
12. Public Spaces
13. Transportation

14. Utilities
15. Business Offices
16. Conference/Convention Center
17. Eating & Drinking Establishments
18. Funeral Home
19. General Retail & Services
20. Personal Services
21. Recreation and Entertainment, Indoor
22. Vehicular Sales & Service
23. Visitor Accommodations & Services
24. Trades & Skilled Services
25. Warehousing & Distribution
26. Wholesale Services

The following uses are allowed by conditional use in the C-2 zoning district:

21. Dwelling, live/work
22. Dwelling, single family, detached
23. Dwelling, multi-family
24. Dwelling, 3 & 4-family
25. Dwelling, 2-family
26. Fraternity/Sorority House
27. Manufactured Home
28. Community Services
29. Education Facilities
30. Places of Worship
31. Wireless Communication Towers
32. Car Title Loan, Payday Advance or Loan Business
33. Parking Lots & Garages
34. Recreation and Entertainment, Outdoor
35. Manufacturing, light
36. Farm Support

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:
 - No Error
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 property that now houses Haven 12 was rezoned from R-1 to B-1 on 4/2/13
- The property known as 300 Traditions was rezoned from R-1 to B-1 for multi-family on 4/26/13
- The property on the western side of Hwy 12 E just south of Hilton Garden Inn was rezoned from R-1 to C-2 on 8/3/10

Consistency with Comprehensive Plan: The proposed rezoning would generally be consistent with the goals, objectives and policies found in the City's Comprehensive Plan. The comprehensive plan has the placetype listed as Suburban center (attachment 4).

Land Use Compatibility: The proposed rezoning would be consistent and compatible the adjacent land uses in the vicinity.

Attachment 1
RZ 18-07- Aerial



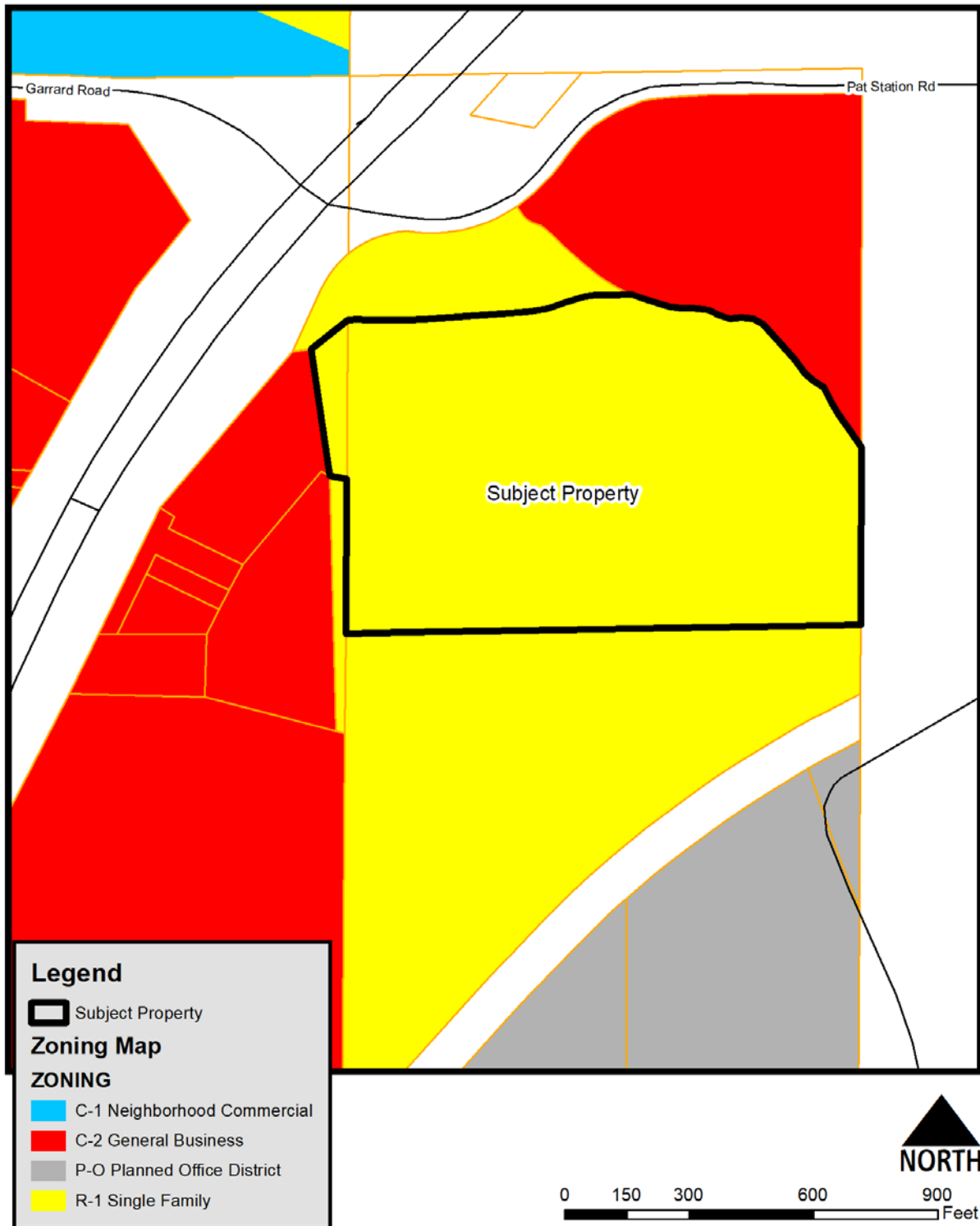
Legend

 Subject Property

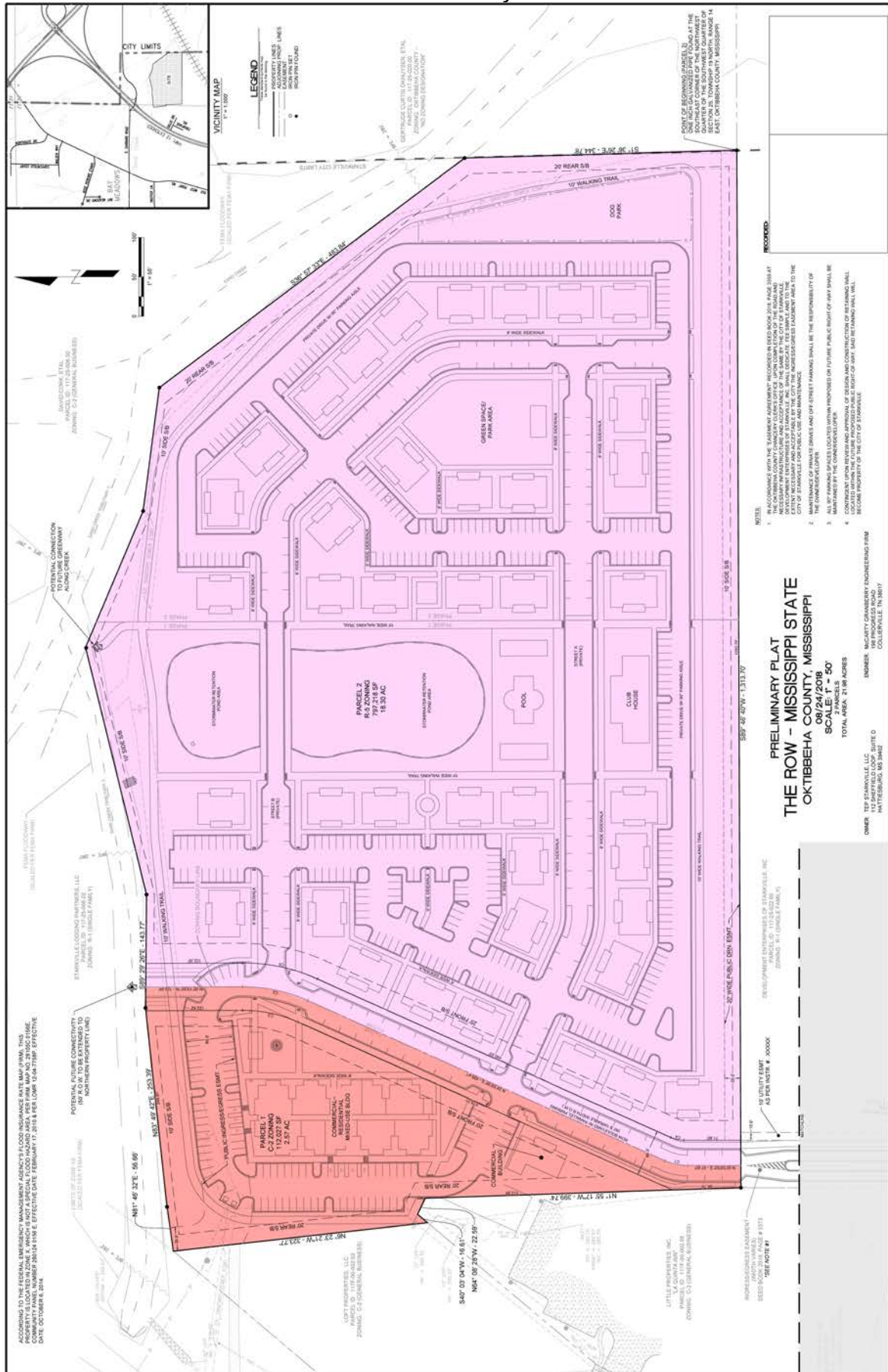
0 150 300 600 900
Feet



Attachment 2
RZ 18-07- Zoning



1 OF 3



THE PLAN

PLACE TYPES: SUBURBAN AREAS

CENTERS

Suburban Centers

Locations

Key points along suburban corridors, as well as on Hwy. 12 in the NE corner of town and at the intersection of N. Jackson and Garrard

Spatial Form

Various scales and somewhat nodal

Land Uses

Primarily commercial, but also offices and multi-family residential

Density / Intensity

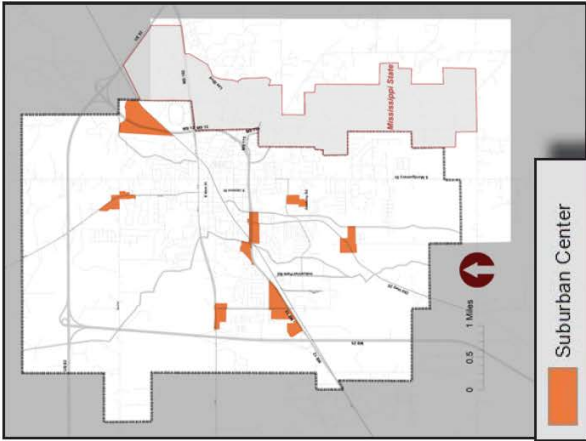
Moderate to high density

Development Form

Range from "big box" retail to smaller buildings, auto and pedestrian friendly, generous landscaping

Street Types

Boulevards, Avenues and Local





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

AGENDA ITEM DEPT.: Community Dev.- Planning
AGENDA DATE: October 2, 2018
PAGE: Page 1 of 10

SUBJECT:

Discussion and Consideration of RZ 18-06 a request to rezone 2 lots located at 901 and 903 Louisville Street from C-1 to R-5 with the parcel numbers # 102G-00-156.01 and 102G-00-166

AMOUNT & SOURCE OF FUNDING

N/A

FISCAL NOTE:

N/A

AUTHORIZATION HISTORY:

The applicant is seeking to rezone from C-1 to R-5 based on 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. On August 21, 2018 the Board of Aldermen voted to approve variances from street width and street dedication requirements for a proposed condominium development that is a part of this rezoning request.

12 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 August 13, 2018 and a sign was posted on the properties concurrent with publication of the notice. As of this date, the Planning Office has received no phone calls against this request. On September 11, 2018, the Planning and Zoning Commission voted to recommend approval of this request to rezone from C-1 to R-5 due to changes in condition and public need.

REQUESTING

DEPARTMENT: Community Development

DIRECTOR'S

AUTHORIZATION: Mayor Lynn Spruill

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 18-06 a request to rezone 2 lots located at 901 and 903 Louisville Street from C-1 to R-5 with the parcel numbers # 102G-00-156.01 and 102G-00-166.



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 18-06 Request to Rezone 2 lots located at 901 and 903 Louisville Street from C-1 to R-5 with the parcel numbers # 102G-00-156.01 and 102G-00-166.
Date: September 11, 2018

The purpose of this report is to provide information regarding the request by Clay Weeks and Sandy Reese to rezone 901 and 903 Louisville Street from C-1 to R-5. The property is located on the east side of Louisville Street at the intersection of Linden Circle with the parcel # 102G-00-156.01 and 102G-00-166. Please see attachments 1- 2.

BACKGROUND INFORMATION:

The applicant is seeking to rezone from C-1 to R-5 based on 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.

Zoning Change Subject Property				
Properties	1960s- 1970s Map	1982-1991 Map	2000 Map	Current Map
	R-1	C-1	C-1	C-1
Zoning Change Adjacent Properties				
Properties	1960s- 1970s Map	1982-1991 Map	2000 Map	Current Map
North	R-1	R-1	R-1	R-1
East	R-1	R-6	R-6	R-5
South	R-1	C-1	C-1	C-1
West	R-1	R-1	R-1/C-1	R-1/C-1
Zoning and land uses adjacent to the subject property				
Direction	Zoning	Current Use		
North	R-1	school		
East	R-5	Vacant lot		
South	C-1	Single-family home		
West	R-1/C-1	Church/business		

NOTIFICATION:

12 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 August 13, 2018 and a placard was posted on the property concurrent with publication of the notice. As of this date, the Planning Office has received no phone calls about the request.

REZONING REQUEST:

The subject property rezoning request is from C-1 to R-5. Differences between the zones are:

Current Zoning District:

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

These [C-1 business (local shopping)] districts are intended to be composed mainly of neighborhood (local) shopping and services facilities that supply the daily household needs of surrounding residential neighborhoods. Often located on one or more arterial streets, these districts are small and are located within convenient walking distance of most of the areas they will serve. To protect surrounding areas certain yard and area standards are required. [The following regulations apply to C-1 districts:]

- 1. See chart for uses permitted.*
- 2. See chart for uses which may be permitted as an exception.*
- 3. Minimum lot size: It is the intent of this ordinance that lots of sufficient size be used for any business or service use and to provide adequate parking and loading space in addition to the space required for the other normal operations of the business or service.*
- 4. Minimum yard size: Front, 35 feet; rear, 20 feet; side, ten feet, except on a lot adjoining along its side lot line a lot which is in a residential district, there shall be a side yard not less than that required by the residential district.*
- 5. Maximum height of building or structures: 35 feet.*
- 6. Off-street parking: One space for each 200 square feet of retail or office building area. See article VIII of this ordinance for requirements for other uses.*
- 7. Off-street loading and unloading: The required rear or side yard may be used for loading and unloading.*
- 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. 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.*
- 9. 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.

Proposed 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.

Permitted and Conditional Uses:

Current Zoning

C-1

The following uses are permitted by right in the C-1 zoning district:

1. Accessory dwelling unit
2. Assisted Living Facility
3. Child Care
4. Government Facilities
5. Parks & Recreation, Active
6. Parks & Recreation, Passive
7. Public Spaces
8. Transportation
9. Business Offices
10. Conference/Convention Center
11. Eating & Drinking Establishments
12. General Retail & Services
13. Personal Services

The following uses are allowed by conditional use in the C-1 zoning district:

1. Bed & Breakfast Inn
2. Boarding/Rooming House
3. Dwelling, live/work
4. Dwelling, single family, detached
5. Dwelling, multi-family
6. Dwelling, 3 & 4-family
7. Dwelling, 2-family
8. Fraternity/Sorority House
9. Personal Care/Group Home
10. Community Services
11. Family Child Care
12. Education Facilities
13. Institutional and Health Care Facilities
14. Places of Worship
15. Utilities
16. Funeral Home
17. Parking Lots & Garages
18. Recreation and Entertainment, Indoor
19. Vehicular Sales & Service
20. Visitor Accommodations & Services
21. Trades & Skilled Services
22. Warehousing & Distribution
23. Farm Support

Proposed Zoning

R-5

The following uses are permitted by right in the R-5 zoning district:

14. Accessory dwelling unit
15. Assisted Living Facility
16. Dwelling, live/work
17. Dwelling, single family, detached
18. Dwelling, multi-family
19. Dwelling, 3-4 family
20. Personal Care/Group Home
21. Family Child Care
22. Parks & Recreation, Passive
23. Business Offices

The following uses are allowed by conditional use in the R-5 zoning district:

24. Bed & Breakfast Inn
25. Boarding/Rooming House
26. Dormitory
27. Dwelling, 2-family
28. Fraternity/Sorority House
29. Manufactured Homes
30. Mobile Homes
31. Community Services
32. Education Facilities
33. Government Facilities
34. Institutional and Health Care Facilities
35. Parks & Recreation, Active
36. Places of Worship
37. Public Spaces
38. Utilities
39. Conference/Convention Center
40. Eating & Drinking Establishments
41. General Retail & Services
42. Parking Lots & Garage
43. Personal Services

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:
 - No Error

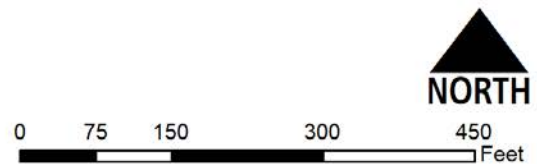
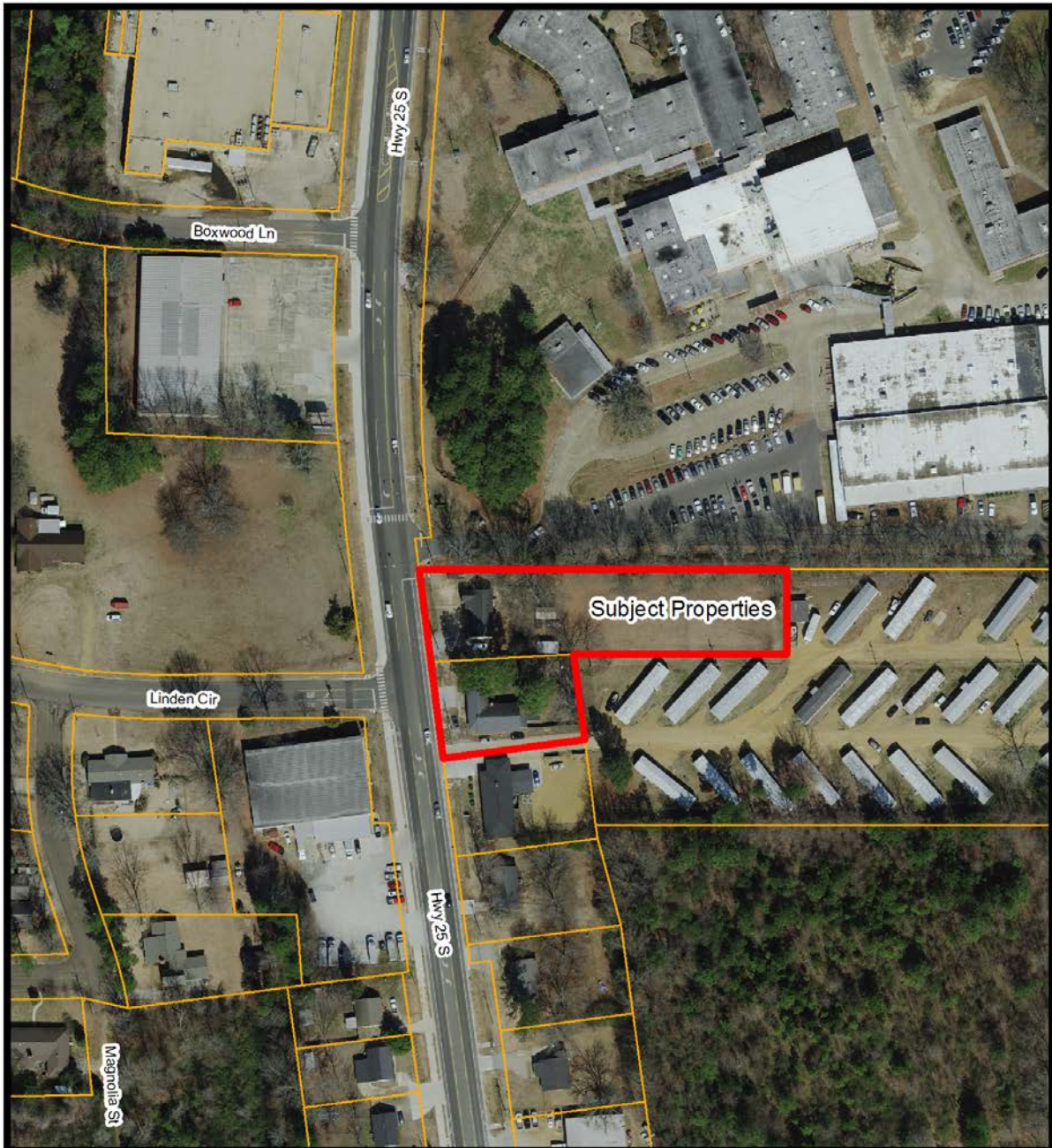
2. **Change in conditions:** Changed or changing conditions in an existing area, or in the planning area generally, or the increased or increasing need for commercial or manufacturing sites or additional subdivision of open land into urban building sites make a change in the ordinance necessary and desirable,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

- 903 ½ Louisville St- rezoned from R-6 to R-5 on December 16, 2014.
- Bent Brook Ridge- rezoned to R-3A single family in 2014.
- Josey Property on Yellow Jacket Drive- rezoned from R-1 to R-3A on August 7, 2018

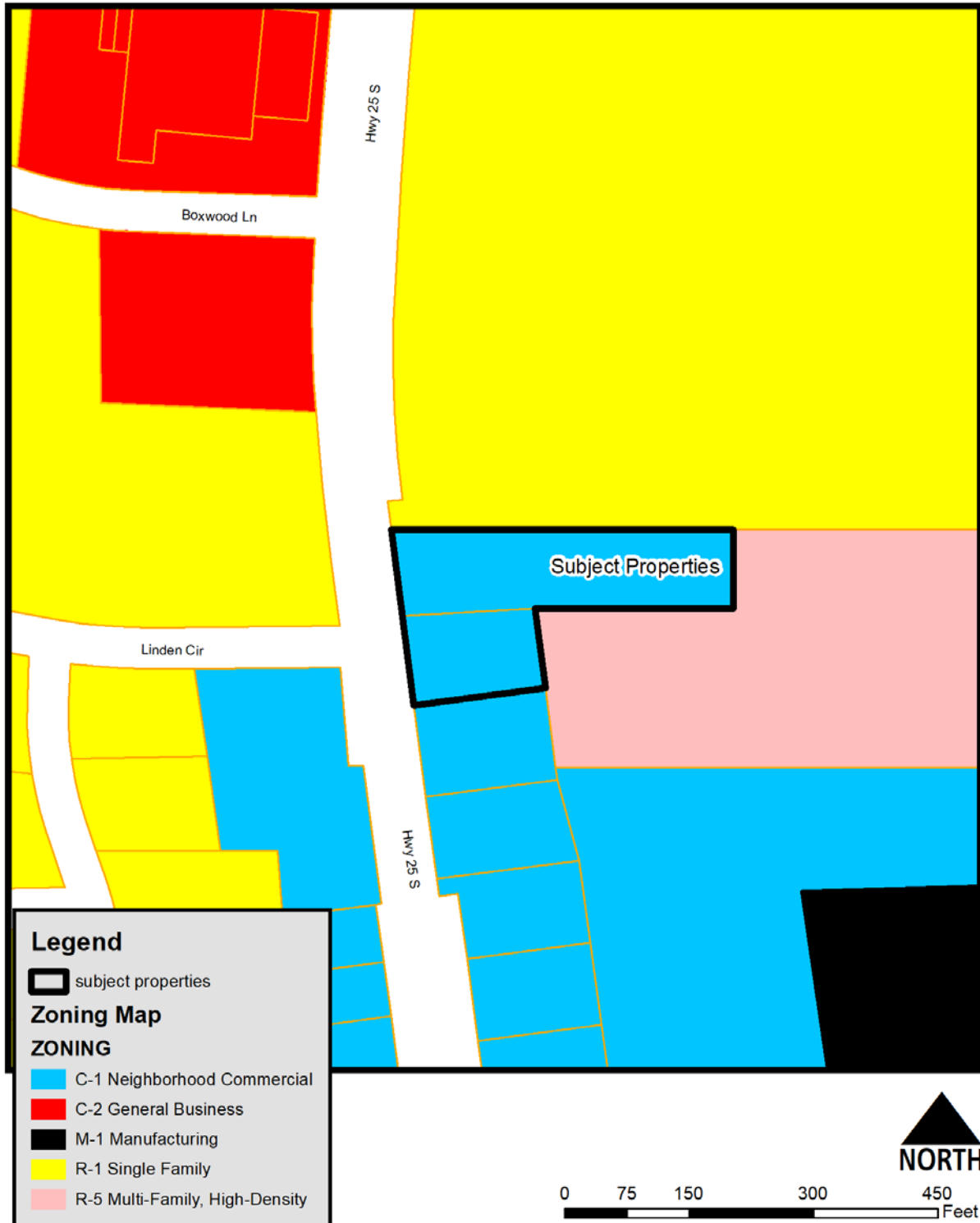
Consistency with Comprehensive Plan: The proposed rezoning would generally be consistent with the goals, objectives and policies found in the City's Comprehensive Plan. The Comprehensive Plan has the subject properties' placetype listed as suburban corridor (attachment 3).

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

Attachment 1
RZ 18-06 Aerial



Attachment 2
RZ 18-06 Zoning



THE PLAN

PLACE TYPES: SUBURBAN AREAS

CORRIDORS

Suburban Corridors

Locations

Segments of Hwy. 12, Old Hwy. 25, Hwy. 182, and Stark Rd.

Spatial Form

Linear along primary roads

Land Uses

Primarily commercial, particularly retail and dining with drive-thru windows, as well as office and multi-family housing

Density / Intensity

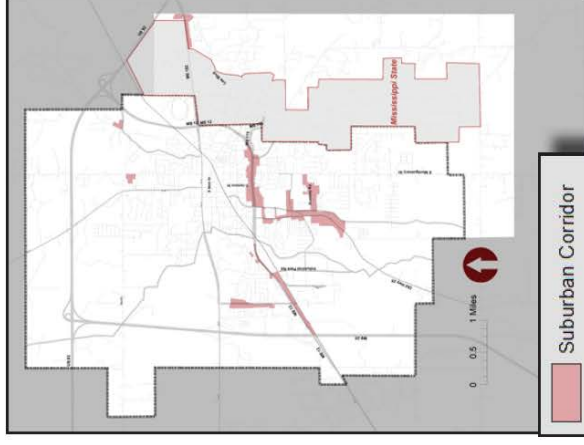
Moderate density / intensity

Development Form

Auto-oriented form with low-rise buildings fronting parking lots, but softened with generous landscaping

Street Types

Boulevards and Avenues



ARTICLE II. - TRANSIENT VENDORS^[2]

Footnotes:

--- (2) ---

Cross reference— Streets, sidewalks and other public places, ch. 98.

State Law reference— Transient vendors, MCA 1972, § 75-85-1 et seq.

DIVISION 1. - GENERALLY^[3]

Footnotes:

--- (3) ---

Editor's note— Ord. No. 2012-04, adopted March 6, 2012, amended Div. 1 in its entirety to read as herein set out. Former Div. 1, §§ 30-26—30-32, 30-46—30-63, pertained to peddlers—generally and derived from §§ 19-1—19-7 of the 1977 Code.

Sec. 30-26. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Door to door sales means any activity that includes entering upon private property and solicitation through individual contact or activity where the seller initiates the contact with the buyer on the prospective buyer's private property.

Person means an individual, corporation, association, partnership or other entity.

Transient vendor means any person who transacts transient business in this state either in one locality or by traveling from place to place in this state. The term includes a vendor who for the purposes of carrying on such business hires, leases, uses or occupies any building, structure, motor vehicle, railroad car or real property.

Transient business means any business conducted for the sale of merchandise or services that is carried on at a particular location for a period of less than six months in each year, even though the owner of such business may conduct the business at another location for more than six months in each year.

(Ord. No. 2012-04, 3-6-12)

Sec. 30-27. - Exceptions to article.

(1) The provisions of this chapter shall not apply to:

- (a) Civic and nonprofit organizations or wholesale sales to retail merchants by commercial travelers;
- (b) Wholesale trade shows or conventions;
- (c) Sales of goods, wares, services or merchandise by sample, catalogue or brochure for future delivery;
- (d) Fairs and convention center activities conducted primarily for amusement or entertainment;

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- (e) Any general sale, fair, circus, auction or bazaar sponsored by a church or religious organization;
 - (f) Garage sales held on premises devoted to residential use;
 - (g) Sales or repairs of crafts or sales or repairs of items made by hand by the person making the crafts or items;
 - (h) Duly licensed flea markets operating from a fixed location;
 - (i) Sales of agricultural, dairy, poultry, seafood or forest management products or services related to forest management or silvicultural activities, nursery products, foliage plants or ornamental trees, except such products or services sold at retail and not grown or produced within Mississippi;
 - (j) Sales of agricultural services.
- (2) A transient vendor not otherwise exempted from this chapter is not exempted from this chapter because of a temporary association with a local dealer, auctioneer, trader, contractor or merchant, or by conducting the transient business in connection with or in the name of any local dealer, auctioneer, trader, contractor or merchant.

(Ord. No. 2012-04, 3-6-12)

Sec. 30-28. - Refusing to leave.

Any transient vendor who enters upon premises owned, leased or rented by another and refuses to leave such premises after having been notified by the owner or occupant of such premises, or his agent, to leave the premises and not return thereto shall be deemed guilty of a misdemeanor.

(Ord. No. 2012-04, 3-6-12)

Sec. 30-29. - Entrance to premises restricted.

It shall be unlawful for any transient vendor to enter upon any private premises when such premises are posted with a sign stating, "no Transient Vendors allowed" or "no solicitations allowed" or other words to that effect. It shall be unlawful for any transient vendor to sell, distribute, or solicit door to door in residential neighborhoods in the City of Starkville.

(Ord. No. 2012-04, 3-6-12)

State Law reference— Transient vendors, MCA 1972, § 75-85-1 et seq.

Sec. 30-30. - Misrepresentations concerning goods or services.

It shall be unlawful for any transient vendor to make false or fraudulent statements concerning the quality or nature of his goods, wares, merchandise or services for the purpose of inducing another to purchase the same.

(Ord. No. 2012-04, 3-6-12)

Sec. 30-31. - Locations and hours of business.

It shall be unlawful for any transient vendor at any time to engage in the business of door to door sales in any residential neighborhoods. Transient vendors are allowed in areas of higher density

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residential zoning, R-3 through R-5; commercial zoning and in form based code transect areas, T-4, T-5 and T-6. Transient vendors shall not conduct business in any areas from the hours of 1:00 a.m. to 6:00 a.m. Transient vendors shall not leave their businesses parked and unattended while occupying any public space for a period longer than 60 minutes.

(Ord. No. 2012-04, 3-6-12)

Sec. 30-32. - Activity in roadways.

~~It shall be unlawful for any person to peddle any goods, wares, merchandise or services, or to solicit any contributions of any kind for any charitable, educational or other purpose, while standing in or upon any public roadway.~~ Transient vendors may establish a temporary location within the boundaries and confines of a single public parking space provided they do not impede the use of the adjacent spaces by authorized users and do not utilize any handicap spaces for their operations. Transient vendors shall not remain stationary in a public parking space for longer than 12 hours within a 24-hour period and shall not be allowed to remain overnight in a public parking space. Transient vendors utilizing a public parking space must adhere to existing posted time limits associated with the parking space that they are occupying. Transient vendors must vacate a public space and shall not be allowed to continue operations in areas that are designated for special events as approved by the board of aldermen from the time of setup for the approved special event to the time of conclusion of the special event. Transient vendors shall not block or impede pedestrian or vehicular traffic on public roadways.

(Ord. No. 2012-04, 3-6-12)

State Law reference— Transient vendors, MCA 1972, § 75-85-1 et seq.

Secs. 30-33. - Signage authorized.

Transient vendors are authorized to utilize signage that is approved for the district in which they are authorized to conduct business. Any free-standing signage will be removed at the end of the business day and may not remain after the time of the authorized permit period has expired.

(Ord. No. 2012-04, 3-6-12)

Secs. 30-34—30-45. - Reserved.

DIVISION 2. - LICENSE

Sec. 30-46. - License required.

A transient vendor may not transact business in the City of Starkville unless the vendor, and the owner of the merchandise or provider of the services to be offered if the merchandise is not owned or the services are not provided by the vendor, has secured a license in accordance with this chapter and otherwise complied with this chapter.

(Ord. No. 2012-04, 3-6-12)

Editor's note— Ord. No. 2012-04, adopted March 6, 2012, amended § 30-46 in its entirety to read as herein set out. Former § 30-46, pertained to privilege taxes, bond required, and derived from § 19-19 of the 1977 Code.

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Cross reference— Local privilege taxes, § 102-26 et seq.

State Law reference— Transient vendors, MCA 1972, § 75-85-1 et seq.

Sec. 30-47. - License fee; bond requirements.

- (1) Each applicant for a transient vendor license shall pay a license fee of \$100.00 with the application, which fee shall be deposited in the general fund of the city. The applicant shall also execute a cash bond or a surety bond issued by a corporate surety authorized to do business in the State of Mississippi in an amount that is the lesser of either \$2,000.00 or five percent of the wholesale value of any merchandise or service to be offered for sale by the applicant. The surety bond shall be issued in favor of the City of Starkville and shall be conditioned upon payment of: (a) all taxes due from the applicant to the state or to a political subdivision of the state; (b) any fines assessed against the applicant or the applicant's agents or employees for a violation of this chapter; and (c) any judgment rendered against the applicant or the applicant's agents or employees in a cause of action commenced by a purchaser of merchandise or services not later than one year after the date the merchandise or services were sold by the applicant.
- (2) The transient vendor shall maintain the bond during the period that the vendor conducts business in the City of Starkville and for a period of one year after the termination of the business. After the transient vendor furnishes satisfactory proof to the city clerk that the vendor has satisfied all claims of purchasers of merchandise from or services offered by the vendor and that all sales taxes and other applicable taxes have been paid, the bond shall be released.

(Ord. No. 2012-04, 3-6-12)

Editor's note— Ord. No. 2012-04, adopted March 6, 2012, amended § 30-47 in its entirety to read as herein set out. Former § 30-47, pertained to limitation on issuance, and derived from § 19-20 of the 1977 Code.

State Law reference— Transient vendors, MCA 1972, § 75-85-1 et seq.

Sec. 30-48. - Application for license.

- (1) Applicants for transient vendor licenses shall file with the city clerk a sworn application giving the following information:
 - (a) The name and permanent address of the transient vendor making the application and some form of identification;
 - (b) A statement describing the kind of business to be conducted, the length of time for which the applicant desires to transact the business, and the proposed location of the business;
 - (c) The name and permanent address of the applicant's registered agent or office; and
 - (d) Proof that the applicant has acquired all other required city, county and state permits and licenses. Such proof shall include a Mississippi sales tax number and, if the transient vendor desires to transact business in a municipality, such number shall include such municipality's sales tax diversion code.
 - (e) If the applicant is an association or a corporation, the applicant must also include the names and addresses of the members of the association or the officers of the corporation. If the applicant is a corporation, the application must state the date of incorporation and the state in which it was incorporated. If the applicant is a corporation organized under the laws of another state, the applicant must state the date on which the corporation qualified to transact business as a foreign corporation in this state.

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- (f) If a vehicle is to be used, a description of such vehicle, together with the license number, copy of the driver's license or other means of identification.
 - (g) A statement as to whether or not the applicant has been convicted of any crime, misdemeanor or violation of any city ordinance, the nature of the offense and the punishment or penalty assessed therefore.
 - (h) Transient vendors or vendors selling prepared food must have the required licenses from the applicable state or local entity for such activity.
- (2) The city clerk shall obtain the necessary forms from the state tax commission and shall use same.

(Code 1977, § 19-21; Ord. No. 2012-04, 3-6-12)

State Law reference— Transient vendors, MCA 1972, § 75-85-1 et seq.

Sec. 30-49. - Driver's license.

The applicant, at the time of filing his application for a permit required by this division, shall present his driver's license, if he has one, to the chief of police.

(Code 1977, § 19-22)

Sec. 30-50. - Giving false information on application.

It shall be unlawful for any person to give any false or misleading information in connection with his application for a permit required by this division.

(Code 1977, § 19-23)

Sec. 30-51. - Registered agent.

- (1) Each applicant for a transient vendor license shall designate a registered agent on the license application. The registered agent must be a resident of the county or municipality for which the license is sought and shall be the agent on whom any process, notice or demand required or permitted by law to be served on the licensee may be served. The registered agent must agree in writing to act as the agent. The license applicant shall file a copy of the agreement with the license application.
- (2) The city clerk shall maintain an alphabetical list of all transient vendors in the municipality and the names and addresses of their registered agents.
- (3) If a transient vendor who does business in a municipality fails to have or to maintain a registered agent or if the designated registered agent cannot be found at the stated permanent address, the city clerk is the agent of the transient vendor for service of process, notices or demands. Service on the city clerk is made by delivering to that office duplicate copies of the process, notice or demand. If such a process, notice or demand is served on the city clerk, one copy shall immediately be forwarded by registered or certified mail to the permanent address of the transient vendor.
- (4) This section does not limit or otherwise affect the right of any person to serve a process, notice or demand in any other manner authorized by law.

(Ord. No. 2012-04, 3-6-12)

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Editor's note— Ord. No. 2012-04, adopted March 6, 2012, amended § 30-51 in its entirety to read as herein set out. Former § 30-51, pertained to service of process, and derived from § 19-24 of the 1977 Code.

State Law reference— Transient vendors, MCA 1972, § 75-85-1 et seq.

Sec. 30-52. - Investigation of applicant.

Upon receipt of an application for a permit required by this division, the original shall be referred to the chief of police, who shall cause such investigation of the applicant's business and moral character to be made as he deems necessary for the protection of the public good.

(Code 1977, § 19-25)

Sec. 30-53. - Denial authorized; notice.

If, as a result of the investigation authorized by section 30-52, the applicant's character or business responsibility is found to be unsatisfactory, the chief of police shall endorse on such application his disapproval and his reasons for such disapproval, and return the application to the city clerk, who shall notify the applicant that his application is disapproved and that no permit will be issued.

(Code 1977, § 19-26)

Sec. 30-54. - Issuance.

If, as a result of the investigation authorized by section 30-52, the character and business responsibility of the applicant are found to be satisfactory, the chief of police shall endorse on the application his approval, execute a permit addressed to the applicant for the carrying on of the business applied for and return the permit, along with the application, to the city clerk, who shall, upon payment of the prescribed privilege license fee, deliver to the applicant his permit and issue a license.

(Code 1977, § 19-27)

Sec. 30-55. - Contents.

Every license issued under this division shall contain the signature and seal of the city clerk and shall show the name and address of the licensee, the class of permit and license issued and the kind of goods to be sold thereunder, the date of issuance and the length of time such license shall be operative.

(Code 1977, § 19-28; Ord. No. 2012-04, 3-6-12)

Sec. 30-56. - Record.

The city clerk shall keep a permanent record of all licenses issued under the provisions of this division.

(Code 1977, § 19-29; Ord. No. 2012-04, 3-6-12)

Sec. 30-57. - Disposition of receipts.

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The taxes and penalties collected under this division shall be paid into the city general fund in the same manner as other taxes collected by the city clerk.

(Code 1977, § 19-36; Ord. No. 2012-04, 3-6-12)

Sec. 30-58. - Posting of sales tax number, license number and statement concerning sales receipt; vendor to keep a running total of sales.

While transacting the business, a transient vendor shall post in a prominent place, so that they may clearly be seen by purchasers of the merchandise or services which being offered, the state sales tax number, transient vendor license number, and a statement that the vendor is required to give purchasers, at the time of payment, receipts for purchases that include sales tax. The postings required in this section shall be written in bold, legible letters and numbers not less than one inch in height. The transient vendor shall keep a running total of sales.

(Ord. No. 2012-04, 3-6-12)

Editor's note— Ord. No. 2012-04, adopted March 6, 2012, amended § 30-58 in its entirety to read as herein set out. Former § 30-58, pertained to display, and derived from § 19-31 of the 1977 Code.

State Law reference— Transient vendors, MCA 1972, § 75-85-1 et seq.

Sec. 30-59. - Issuance of license; validity of license; renewal of license

- (1) The city clerk shall issue a transient vendor license under this chapter only if all requirements of this chapter have been met. The license is not transferable and is valid only within the territorial limits of the municipality. A license expires 90 days after the day of issuance.
- (2) A license may be renewed on payment of a \$25.00 renewal fee and filing for renewal with the city clerk's office before the expiration of the current license. A license may be renewed only one time after which a licensee must once again purchase a new license pursuant to the provisions of MCA 1972, § 75-85-13, and the City of Starkville Code of Ordinances.

(Ord. No. 2012-04, 3-6-12)

Editor's note— Ord. No. 2012-04, adopted March 6, 2012, amended § 30-59 in its entirety to read as herein set out. Former § 30-59, pertained to duration, and derived from § 19-33 of the 1977 Code.

State Law reference— Transient vendors, MCA 1972, § 75-85-1 et seq.

Sec. 30-60. - Revocation.

Any license issued under the provisions of this division may be revoked for the violation by the permittee of any applicable provision of this Code, state law or city ordinance. Upon such revocation, such license shall immediately be surrendered to the city clerk, and failure to do so shall be a misdemeanor.

(Code 1977, § 19-34; Ord. No. 2012-04, 3-6-12)

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Sec. 30-61. - Appeals.

Any person aggrieved by the action of the city clerk in the denial of an application for a transient vendor's license or in the decision with reference to the revocation of a transient vendor's license as provided in this division shall have the right of appeal to the mayor and board of aldermen. Such appeal shall be taken by filing with the mayor and board of aldermen, within ten calendar days after notice of the action complained of has been mailed to such person's last known address, a written statement setting forth fully the grounds for the appeal. The mayor and board of aldermen shall set a time and place for a hearing on such appeal and notice of such hearing shall be given to the appellant.

(Code 1977, § 19-35; Ord. No. 2012-04, 3-6-12)

Sec. 30-62. - Not transferable.

No peddler's permit shall be used at any time by any person other than the one to whom it was issued.

(Code 1977, § 19-30)

Sec. 30-63. - Altering prohibited.

It shall be unlawful for any person to alter or deface any license issued pursuant to this division.

(Code 1977, § 19-32; Ord. No. 2012-04, 3-6-12)

Sec. 30-64. - Penalties.

Any person who knowingly or intentionally operates a transient business without a valid license as provided by this chapter or who knowingly or intentionally advertises, offers for sale, or sells any merchandise or services in violation of this chapter shall, upon conviction, be guilty of a misdemeanor and, upon conviction thereof, shall be fined not more than \$500.00 or be imprisoned for not more than six months, or be both fined and imprisoned. Such person may also be proceeded against by suit, and the city clerk may seize and sell any property of the person liable for the tax and penalty in the same manner as property of taxpayers delinquent for the payment of ad valorem taxes due on personal property may be distrained and sold.

(Ord. No. 2012-04, 3-6-12)

State Law reference— Penalties, MCA 1972, § 75-85-19.

Secs. 30-65—30-90. - Reserved.

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

AGENDA ITEM DEPT.: Administration
AGENDA DATE: October 2, 2018
PAGE: 1 of 2

SUBJECT: Consideration of the approval of the extension of the agreement with Cornerstone Government Affairs, Inc. through September 30, 2019.

AMOUNT & SOURCE OF FUNDING: N/A

FISCAL NOTE: N/A

AUTHORIZATION HISTORY:

**REQUESTING
DEPARTMENT:** Administration

**DIRECTOR'S
AUTHORIZATION:** Mayor Lynn Spruill

FOR MORE INFORMATION CONTACT: Mayor Spruill

SUGGESTED MOTION:

Move approval of the extension of the agreement with Cornerstone Government Affairs, Inc. through September 30, 2019.

AMENDMENT TO SERVICE AGREEMENT

This Amendment (the "***Amendment***"), effective as of October 1, 2018 is made by and between STARKVILLE, MS (hereinafter referred to as "***STARKVILLE***"), with offices at 110 West Main Street, Starkville, MS 39759 and CORNERSTONE GOVERNMENT AFFAIRS, INC. (hereafter referred to as "***CORNERSTONE***"), a sub-chapter S corporation duly organized under the laws of the District of Columbia, and doing business as CORNERSTONE GOVERNMENT AFFAIRS, with its principal place of business at 800 Maine Avenue SW, 7th Floor, Washington, DC 20024.

WHEREAS, STARKVILLE and CORNERSTONE are Parties to Service Agreement with an effective date of October 1, 2017 (the "***Agreement***"); and

WHEREAS, the Parties desire to amend the Agreement as set forth herein;

NOW, THEREFORE, the Parties hereby agree as follows:

1. The term of the Agreement shall be extended for twelve (12) months, commencing on October 1, 2018 through September 30, 2019 (the "***Term***").
2. Except as amended herein, all other terms and conditions of the Agreement remain in full force and effect.

The Parties hereby accept and agree to the terms and conditions of this Agreement.

IN WITNESS WHEREOF, the Parties hereby execute this Amendment and acknowledge that they are authorized to execute same.

STARKVILLE, MS

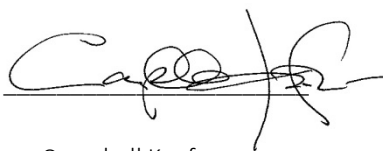
By: _____

Name: _____

Title: _____

Date: _____

CORNERSTONE GOVERNMENT AFFAIRS, INC.

By: _____

Name: Campbell Kaufman

Title: Principal and Managing Director

Date: 9/14/2018



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

AGENDA ITEM DEPT.: Administration
AGENDA DATE: October 2, 2018
PAGE: 1 of 1

SUBJECT: Consideration of the approval of the GTPDD Cemetery Mapping Plan for Oddfellows on Martin Luther King, Jr. Drive and University Drive.

AMOUNT & SOURCE OF FUNDING: N/A

FISCAL NOTE: N/A

AUTHORIZATION HISTORY:

**REQUESTING
DEPARTMENT:** Administration

**DIRECTOR'S
AUTHORIZATION:** Mayor Lynn Spruill

FOR MORE INFORMATION CONTACT: Mayor Spruill

SUGGESTED MOTION:

Move approval of the approval of the GTPDD Cemetery Mapping Plan for Oddfellows on Martin Luther King, Jr. Drive and University Drive.

LETTER OF AGREEMENT FOR
GIS AND CONSULTING SERVICES

THIS AGREEMENT is entered into by and between the City of Starkville, Oktibbeha County, Mississippi, hereinafter referred to as the "CITY," and the Golden Triangle Planning and Development District, Inc. (a non-profit corporation organized and existing under the laws of the State of Mississippi), Starkville, Mississippi, hereinafter referred to as the "DISTRICT."

1. The CITY does hereby contract with the DISTRICT to perform professional GIS and technical services for: CORRECTING, ALIGNING, AND MAINTAINING THE CEMETERY RECORDS FOR THE CITY OWNED CEMETERIES.
2. The DISTRICT hereby agrees to perform the above services in a diligent and competent manner in accordance with the standards applicable to this work.
3. The CITY shall compensate the DISTRICT for professional services rendered (see attachment 1).
4. The DISTRICT will submit monthly or periodic invoices to the CITY requesting payment. Such requests will be based upon the amount and value of work and services performed by the DISTRICT and will be accompanied by an itemized statement of work performed. The CITY shall pay the DISTRICT the total amount of the invoice within thirty (30) days after receipt of the invoice. Nonpayment or payment less than the amount of the invoice within the specified time shall be cause for suspension of work by the DISTRICT.
5. The CITY may terminate or re-negotiate this letter of agreement at any time within written notification to the DISTRICT.
6. Any reports, information, data, memoranda, or documents in any form, electronic or otherwise, prepared or assembled by the DISTRICT under this agreement shall be the property of the CITY, even if remaining with the DISTRICT and the DISTRICT shall maintain confidentiality of such information unless specifically authorized in writing by the CITY through its Mayor or Attorney.

IN WITNESS WHEREOF the CITY and the DISTRICT have executed this Agreement this the ____ day of _____, 2018

CITY: THE CITY OF STARKVILLE, MISSISSIPPI

BY: _____
Lynn Spruill, Mayor

WITNESS: _____
City Clerk (SEAL)

CONSULTANT: THE GOLDEN TRIANGLE PLANNING AND DEVELOPMENT DISTRICT, INC.

BY: _____
Rupert L. "Rudy" Johnson, Executive Director

WITNESS: _____
(SEAL)

CEMETERY MAPPING

Attachment 1

Project Title: Odd Fellow Cemetery Mapping

Purpose: The project will provide for the correction of existing mapped headstones and grave plots as applicable. The locations of the headstones and plots were mapped with an inadequate GPS. The GPS used was a 10 meter (32.8 feet) accurate GPS of headstone's that are 1 meter (3.28 feet) wide, causing the mapped static point in any location to be in a circle with a 32.8 foot radius.

To correct the geography each headstone and plot will have to be re-mapped with a sub-meter GPS accuracy of >1 meter (3.28 feet). The average accuracy of the GPS is about 0.5 meters (1.64 feet). All data will be mapped in NAD 1983 State Plane Mississippi East (US Feet).

Project Description:

The Cemetery mapping will follow the following steps for both cemeteries:

- a. **RE-MAP HEADSTONE & PLOTS AS APPLICABLE** – Using the sub-meter GPS all headstones and plots will be mapped to an accuracy that will create a usable product.
- b. **LINK EXISTING INFORMATION TO CORRECTED GEOGRAPHY** – The existing Name, Birth Date, Death Date, Block Number, & Lot Number all seems to be intact. Once the corrected geography is in place the existing tabular data will be migrated.
- c. **PICTURE & DATA CHECKS** – Once the tabular data and geographic data are synced together each point and picture will be checked for accuracy.
- d. **WEB MAP CREATION** – Using corrected information an Odd Fellow Cemetery web map, for both cemeteries, will be created and implemented into existing websites, such as the city's, or redirected with a link that will show all information and the photos of existing headstones.

Cost:

	HEADSTONES	PRICE EACH	
Odd Fellow	3830	\$2.50	\$9,575.00

Odd Fellow MLK	362	\$2.50	\$905.00
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TOTAL	4192		\$10,480.00
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OFFICE TIME	24 HOURS	\$70.00	\$1,680.00
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TOTAL COST	\$12,160.00
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Time Frame: 30 days of mapping with 3 days of office work.

Additional Tasks:

Updating the database as new gravesites are occupied or sold will be billed at a rate of \$75.00 an hour. Once a gravesite is occupied it will be mapped and added to the database. The CITY will notify the DISTRICT once the headstone has been placed on the gravesite or a plot is sold. The CITY and the DISTRICT both understand the need and importance to keep up with all gravesite plots.

Outcomes:

- (1) A complete highly accurate map of all existing headstones and plots as applicable;
- (2) A web map that is accessible to anyone with internet access or a smart phone that shows cemetery data as it currently exists, as well as, future additions.



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

AGENDA ITEM DEPT.: Mayor's Office
AGENDA DATE: October 2, 2018
PAGE: Page 1 of 6

SUBJECT:

A SPECIAL EVENT REQUEST BY STARKVILLE HIGH SCHOOL TO HOLD THE SHS HOMECOMING PARADE AND HAVE CITY PARTICIPATION WITH IN-KIND SERVICES.

IN-KIND SERVICE REQUEST:

The estimated cost to the City is \$1150.00 with the funding being associated with the cost of city services from three department.

Estimated costs of the City's in-kind services:

Police Department	\$ 750.00
Fire Department	\$ 50.00
<u>Sanitation Department</u>	<u>\$ 350.00</u>
TOTAL	\$1150.00

SUMMARY:

The applicant is requesting to hold the SHS Homecoming Parade and have City participation with in-kind services on October 16, 2018. The events will require the temporary closing of several streets (see maps on application) to accommodate the parade. The event will have a setup time of 5:15 pm and a takedown time of 7:30pm. The event time is from 6:00 pm until 7:30 pm.

REQUESTING

DEPARTMENT: Mayor's Office

DIRECTOR'S

AUTHORIZATION: Mayor Lynn Spruill

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 Special Events request for the 2018 SHS Homecoming Parade with in-kind services on October 16, 2018.



SPECIAL EVENT APPLICATION

City of Starkville Community Development
City Hall, 110 West Main Street
Starkville, Mississippi 39759-2823
Phone: (662) 323-2525 Fax: (662) 323-4143
e-mail: events@cityofstarkville.org

A completed and signed application along with an event site map are required to process the application. Proof of insurance is required a minimum of 20 days prior to the event.

Event Name SHS Homecoming Parade Is this a reoccurring event: ☐ Yes ☒ No
Applicant's Name Starkville High School Mobile Number 662-279-2118
Organization Name Student Council Email mblackwell@starkville-klz.com
Organization Address 603 Yellow Jacket Drive Organization Type ☐ Non-Profit ☐ For Profit

The following shall be attached to the application: 501c3 Certificate ☐ Yes ☒ No (not applicable), Event Site Map ☐ Yes ☒ No

On-Site Contact MAURIEA BLACKWELL Mobile Number 662-279-2118
Date and Times of Event (From) 10/10/18 (DATE) 6:00 PM (TIME) (To) 10/16/18 (DATE) 7:30 PM (TIME)

Date and Times of Setup and Takedown (From) 10/16/18 (DATE) 5:15 PM (TIME) (To) 10/16/18 (DATE) 7:30 PM (TIME)

Will alcohol (beer and light wine only) be associated with this Special Event Permit request: ☐ Yes ☒ No

Type of Event (check all that apply): ☐ Walk/Run ☐ Procession ☐ Concert ☐ Awareness/Rally ☐ Street Closing Event
☐ Sale/Market ☐ Other please specify: PARADE

Which of the following City Services will be needed: Police Department: ☒ Yes ☐ No, Fire Department: ☐ Yes ☒ No

Sanitation Department: ☐ Trash Collection ☒ Street Sweeper ☐ Personnel ☐ Dumpsters,

Parks and Rec: ☐ Personnel ☐ Facilities, Utility Department: ☐ Electrical Service ☐ Banners ☐ Wastewater Disposal

SIGNATURES FOR ALL THE REQUESTED SERVICES FROM ABOVE IS REQUIRED FOR APPROVAL

Police Department cost <u>\$950.00</u>	Parks Department cost _____
By <u>Mark Ballard</u> Date <u>9/27/18</u>	By _____ Date _____
Starkville Utilities cost _____	Sanitation Department cost <u>350.00</u>
By _____ Date _____	By <u>Calvin Wan</u> Date <u>9-27-18</u>
Fire Department cost <u>\$50.00</u>	Street Department cost _____
By <u>Mark McCurdy</u> Date <u>9-27-18</u>	By _____ Date _____

With my signature below, I affirm that I have read and understand the City of Starkville's Special Event Policy. I agree to comply with the Special Event Policy and will cooperate in the implementation of the Special Event Policy.

Print Name MAURIEA BLACKWELL Date 9/20/18

Signature [Signature]

ATTACHMENT TO SPECIAL EVENT APPLICATION

STATE OF MISSISSIPPI
COUNTY OF OKTIBBEHA

AGREEMENT TO INDEMNIFY

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:

Jorine Neal (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 MAYBE 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.

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: Eddie Pearson

Title: Superintendent

ATTEST:

By: Emily Arnold

Title: Administrative Assistant

ACKNOWLEDGEMENT OF ACCEPTANCE OF SPECIAL EVENT POLICY

With my signature below, I affirm that I have read and understand the City of Starkville's Special Event Policy. I agree to comply with the Special Event Policy and will cooperate in the implementation of the Special Event Policy.

Signature [Signature] Date 1/20/18

Print Name MAURIEA BLACKWELL

Organization SHS Student Council

CERTIFICATE OF COVERAGE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE COVERAGE AGREEMENTS BELOW

DATE OF ISSUANCE

September 25, 2018

COVERED MEMBER

Starkville Oktibbeha Consolidated Schools District
401 Greensboro St.
Starkville, MS 39759

COVERAGE TO MEMBER PROVIDED BY AGREEMENT WITH:

The Mississippi School Boards Association Property Insurance Trust
489 Springridge Road
Clinton, MS 39060

FORMED UNDER MISSISSIPPI CODE ANNOTATED SECTION 37-7-303

COVERAGES:

THIS IS TO CERTIFY THAT THE AGREEMENTS WHICH PUT COVERAGE IN EFFECT AS LISTED BELOW HAVE BEEN ISSUED TO THE TRUST MEMBER NAMED ABOVE FOR THE TIME PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE PROTECTION AFFORDED BY SOURCES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH AGREEMENTS.

TYPE OF COVERAGE	CONTRACT NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMIT
GENERAL LIABILITY Not subject to Tort Claims Act	ST229-18C	7/1/2018	7/1/2019	\$500,000 \$1,000,000
AUTO LIABILITY INCLUDING OWNED, NON-OWNED, HIRED AUTOMOBILES				
PROPERTY INCLUDING ALL REAL AND PERSONAL PROPERTY, AUTOMOBILES, AND EQUIPMENT				
OTHER				

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

Certificate holder is listed as additional insured as respects to 2018 Homecoming Parade to be held on October 16, 2018.

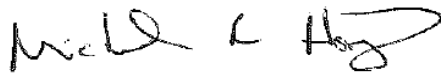
CERTIFICATE HOLDER

City of Starkville
110 W Main Street
Starkville, MS 39759

CANCELLATION:

SHOULD ANY OF THE ABOVE DESCRIBED COVERAGE AGREEMENTS BE CANCELED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE PROVISIONS OF THE COVERAGE AGREEMENT.

AUTHORIZED REPRESENTATIVE



LETTER OF AGREEMENT FOR
GIS AND CONSULTING SERVICES

THIS AGREEMENT is entered into by and between the City of Starkville, Oktibbeha County, Mississippi, hereinafter referred to as the "CITY," and the Golden Triangle Planning and Development District, Inc. (a non-profit corporation organized and existing under the laws of the State of Mississippi), Starkville, Mississippi, hereinafter referred to as the "DISTRICT."

1. The CITY does hereby contract with the DISTRICT to perform professional GIS and technical services for: CORRECTING, ALIGNING, AND MAINTAINING THE CEMETERY RECORDS FOR THE CITY OWNED CEMETERIES.
2. The DISTRICT hereby agrees to perform the above services in a diligent and competent manner in accordance with the standards applicable to this work.
3. The CITY shall compensate the DISTRICT for professional services rendered (see attachment 1).
4. The DISTRICT will submit monthly or periodic invoices to the CITY requesting payment. Such requests will be based upon the amount and value of work and services performed by the DISTRICT and will be accompanied by an itemized statement of work performed. The CITY shall pay the DISTRICT the total amount of the invoice within thirty (30) days after receipt of the invoice. Nonpayment or payment less than the amount of the invoice within the specified time shall be cause for suspension of work by the DISTRICT.
5. The CITY may terminate or re-negotiate this letter of agreement at any time within written notification to the DISTRICT.
6. Any reports, information, data, memoranda, or documents in any form, electronic or otherwise, prepared or assembled by the DISTRICT under this agreement shall be the property of the CITY, even if remaining with the DISTRICT and the DISTRICT shall maintain confidentiality of such information unless specifically authorized in writing by the CITY through its Mayor or Attorney.

IN WITNESS WHEREOF the CITY and the DISTRICT have executed this Agreement this the ____ day of _____, 2018

CITY: THE CITY OF STARKVILLE, MISSISSIPPI

BY: _____
Lynn Spruill, Mayor

WITNESS: _____
City Clerk (SEAL)

CONSULTANT: THE GOLDEN TRIANGLE PLANNING AND DEVELOPMENT DISTRICT, INC.

BY: _____
Rupert L. "Rudy" Johnson, Executive Director

WITNESS: _____
(SEAL)

CEMETERY MAPPING

Attachment 1

Project Title: Odd Fellow Cemetery Mapping

Purpose: The project will provide for the correction of existing mapped headstones and grave plots as applicable. The locations of the headstones and plots were mapped with an inadequate GPS. The GPS used was a 10 meter (32.8 feet) accurate GPS of headstone's that are 1 meter (3.28 feet) wide, causing the mapped static point in any location to be in a circle with a 32.8 foot radius.

To correct the geography each headstone and plot will have to be re-mapped with a sub-meter GPS accuracy of >1 meter (3.28 feet). The average accuracy of the GPS is about 0.5 meters (1.64 feet). All data will be mapped in NAD 1983 State Plane Mississippi East (US Feet).

Project Description:

The Cemetery mapping will follow the following steps for both cemeteries:

- a. **RE-MAP HEADSTONE & PLOTS AS APPLICABLE** – Using the sub-meter GPS all headstones and plots will be mapped to an accuracy that will create a usable product.
- b. **LINK EXISTING INFORMATION TO CORRECTED GEOGRAPHY** – The existing Name, Birth Date, Death Date, Block Number, & Lot Number all seems to be intact. Once the corrected geography is in place the existing tabular data will be migrated.
- c. **PICTURE & DATA CHECKS** – Once the tabular data and geographic data are synced together each point and picture will be checked for accuracy.
- d. **WEB MAP CREATION** – Using corrected information an Odd Fellow Cemetery web map, for both cemeteries, will be created and implemented into existing websites, such as the city's, or redirected with a link that will show all information and the photos of existing headstones.

Cost:

	HEADSTONES	PRICE EACH	
Odd Fellow	3830	\$2.50	\$9,575.00

Odd Fellow MLK	362	\$2.50	\$905.00
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TOTAL	4192		\$10,480.00
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OFFICE TIME	24 HOURS	\$70.00	\$1,680.00
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TOTAL COST	\$12,160.00
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Time Frame: 30 days of mapping with 3 days of office work.

Additional Tasks:

Updating the database as new gravesites are occupied or sold will be billed at a rate of \$75.00 an hour. Once a gravesite is occupied it will be mapped and added to the database. The CITY will notify the DISTRICT once the headstone has been placed on the gravesite or a plot is sold. The CITY and the DISTRICT both understand the need and importance to keep up with all gravesite plots.

Outcomes:

- (1) A complete highly accurate map of all existing headstones and plots as applicable;
- (2) A web map that is accessible to anyone with internet access or a smart phone that shows cemetery data as it currently exists, as well as, future additions.



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

AGENDA ITEM DEPT.: Administration
AGENDA DATE: October 2, 2018
PAGE: 1 of 7

SUBJECT: Consideration of the approval of the renewal of the agreement between Pinelake Church Inc and the City of Starkville.

AMOUNT & SOURCE OF FUNDING: N/A

FISCAL NOTE: N/A

AUTHORIZATION HISTORY:

**REQUESTING
DEPARTMENT:** Administration

**DIRECTOR'S
AUTHORIZATION:** Mayor Lynn Spruill

FOR MORE INFORMATION CONTACT: Mayor Spruill

SUGGESTED MOTION:

Move approval of the approval of the renewal of the agreement between Pinelake Church Inc and the City of Starkville.

CONTRACT FOR TRAFFIC CONTROL AND SECURITY GUARD SERVICES

THIS AGREEMENT (this "Agreement") is made the 5th day of September 2018, by and between the City of Starkville, Mississippi, a municipal corporation of the State of Mississippi (hereinafter referred to as the "City"), and Pinelake Church, Inc., a Mississippi corporation (hereinafter referred to as the "Church").

WHEREAS, the City has and maintains the Starkville Police Department (hereinafter referred to as the "Department");

WHEREAS, the Department has the authority to provide police services, including the direction and control of vehicular traffic upon streets and highways located within the City of Starkville, Mississippi;

WHEREAS, pursuant to Miss. Code Ann. § 17-25-11, certified law enforcement officers employed by the Department may wear the official uniform and other Department issued gear while performing private security services during off-duty hours;

WHEREAS, pursuant to Miss. Code Ann. § 17-25-11, such proposed employment is not likely to bring disrepute to the City, the Department, the officer, or law enforcement generally, and the use of the official uniform and gear in the discharge of the officer's private security endeavor promotes the public interest;

WHEREAS, under these parameters, the City is entitled to enter into police and traffic control agreements with private entities requiring such services and to enter into agreements to allow the officers to obtain compensation to defray the costs of such services; and

WHEREAS, the Church desires to enter into such an agreement for such services in accordance with the terms and conditions contained herein.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, it is hereby agreed as follows:

1. **SERVICES PROVIDED BY THE DEPARTMENT.** Subject to the terms and conditions of this Agreement, the Department's officers shall, from time to time, provide traffic control and direction and security during specified times and locations determined by the Church in the vicinity of the Church's Sunday services in the City.
2. **PERSONNEL, TRAINING AND EXPERIENCE.** The Department will allow qualified police personnel ("Police Personnel") to provide such services. Such Police Personnel shall perform such services in their discretion based on their experience and expertise.
3. **INDEPENDENT CONTRACTOR(S).** The Police Personnel performing services under this Agreement shall at all times be acting as an independent contractor, and no such Police Personnel shall at any time be deemed to be an employee of the Church.
4. **TIME OF SERVICES.** The regular time of service will be each Sunday as directed by the Church. Police Personnel providing services under this Agreement will be required to complete and return to the Church a time sheet. Police Personnel performing duties under this Agreement shall dress in their regular police uniform that designates them as a uniformed police officer of the City and, in addition to possessing any other Department issued gear, shall carry a Church security radio on their person while performing duties hereunder, with such security radio monitoring the Church's designated security channel. In addition to traffic duties, the Police Personnel shall patrol the Church parking lot when not performing traffic control and direction duties hereunder.

5. COMPENSATION FOR SERVICES. The Church shall compensate the Police Personnel for each member's service at the rate of Thirty Dollars (\$30.00) per hour or One Hundred Twenty Dollars (\$120.00) for the four (4) hour regular times of service each week. Such compensation shall be remitted directly to each of the Police Personnel performing services hereunder, and each such Police Personnel shall execute and deliver a W-9 to the Church prior to performing services hereunder.
6. TERM. This Agreement shall be for a one-year term but may be cancelled at any time at the option of the Church or the City provided that notice of such cancellation shall be given in writing to the other at least thirty (30) days prior to such cancellation. The City and the Church may renew this Agreement for successive one-year terms by execution of a mutual written agreement each year.
7. NO ASSIGNMENT. Neither party may assign this Agreement, nor shall either party assign any of its obligations to perform hereunder, it being understood and agreed between the parties that this Agreement and the services and other obligations to be performed hereunder constitute a contract with the municipal government for specialized services.

8. NOTICES. Any notices required to be given to parties pursuant to this Agreement shall be in writing and delivered in person or mailed by certified mail, with return receipt requested, addressed to the following respective addresses:

In the case of the City:

Starkville Police Department

Attn: Chief of Police

101 Lampkin Street

Starkville, MS 39759

In the case of the Church:

Pinelake Church, Inc.

Attn: Rod Cadenhead, Executive Pastor of Operations

6071 Highway 25

Brandon, MS 39047

9. COMPLIANCE WITH LAWS/ VENUE. This Agreement is intended to comply in all material respects with the laws and regulations governing the establishment and operation of the Starkville Police Department and shall be governed by the laws of the State of Mississippi, including Miss. Code Ann. § 17-25-11. The venue of any legal action or proceeding arising under this Agreement shall be a court of competent jurisdiction located in Oktibbeha, Mississippi.

10. LIMITATION OF LIABILITY AND INDEMNITY. Pursuant to Miss. Code Ann. § 17-25-11, acts and omissions of Police Personnel in the discharge of their duties under this Agreement shall be deemed to be the acts and omissions of the Church and not the acts and omissions of the City or Department. The Church shall hold harmless the City, Department, and Police Personnel, and fully defend and indemnify

them from any expense or loss, including attorney's fees, which results from any action taken against the City, Department or Police Personnel arising out of the acts or omissions of the Police Personnel in performing their duties for the Church under this Agreement. Neither the City, nor the Department, nor the Police Personnel, shall be liable for acts or omissions of the Police Personnel in the performance of their duties for the Church under this Agreement.

11. INVALIDITY OF PROVISION. If any provision of this Agreement or the application of any provision hereof to any person or circumstance is held invalid, the remainder of this Agreement and the application of such provision to other persons and circumstances shall not be affected unless the invalid provision substantially impairs the benefits of the remaining portion of this Agreement.
12. MODIFICATION OF AGREEMENT. Any modification of this Agreement, or additional obligation assumed by either party in connection with this Agreement, shall be binding only if evidenced in writing signed by each party or any authorized representative of each party.
13. HEADINGS. The headings of the sections hereof are inserted for convenience only and in no way define, limit or prescribe the intent of this Agreement.
14. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which so executed shall be deemed an original, but all such counterparts shall together constitute but one and the same agreement.
15. BINDING AUTHORITY. Each of the signatories to this Agreement represent that each has full authority to enter into the foregoing Agreement on behalf of the party represented herein, and that all corporate action has been taken by the governing board/membership to duly authorize the execution and performance of this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be approved by their respective governing bodies as of the date and year first above written.

CITY OF STARKVILLE, MISSISSIPPI

By: _____

Print Name: D. Lynn Spruill

Print Title: Mayor

PINELAKE CHURCH, INC

By: Rod Cadenhead

Print Name: Rod Cadenhead

Print Title: Executive Pastor of Operations



**CITY OF STARKVILLE
RECOMMENDATION FOR BOARD ACTION**

AGENDA ITEM NO:
AGENDA DATE: 10.2.18
PAGE: 1

SUBJECT: Discussion and Consideration of establishing set hours for Trick or Treating of 5:30 pm to 8:00 pm on Wednesday, October 31, 2018.

**REQUESTING
DEPARTMENT:** Board of Aldermen

**DIRECTOR'S
AUTHORIZATION:** Alderman Little

FOR MORE INFORMATION CONTACT: N/A

PURCHASING: N/A

DEADLINE: N/A

AUTHORIZATION HISTORY:

SUGGESTED MOTION: Approval of establishing set hours for Trick or Treating of 5:30 pm to 8:00 pm on Wednesday, October 31, 2018.



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

AGENDA ITEM DEPT: Board Business
AGENDA DATE: October 02, 2018
Page: 1

SUBJECT:

Consideration of approval of the 2019 Holiday Schedule for the City of Starkville.

AMOUNT & SOURCE OF FUNDING:

FISCAL NOTE:

AUTHORIZATION HISTORY:

The schedule as presented below, removing President's Day and the day after Thanksgiving, to make a total of ten (10) holidays. Consideration will be given to any Executive Order by the Governor regarding holidays.
The proposed schedule is as presented:

New Year's Day	1st of January	Tuesday, January 1, 2019
Martin Luther King Jr.	3rd Monday in January	Monday, January 21, 2019
Good Friday	Friday before Easter	Friday, April 19, 2019
Memorial Day	Last Monday in May	Monday, May 27, 2019
Independence Day	4th of July	Thursday, July 4, 2019
Labor Day	1st Monday in September	Monday, September 2, 2019
Veterans Day	2nd Monday in November	Monday, November 11, 2019
Thanksgiving Holidays	Thanksgiving Day	Thursday, November 28, 2019
Christmas Holidays	Christmas Eve & Christmas Day	Tuesday, Dec 24 & Wednesday, Dec 25, 2019

REQUESTING DEPARTMENT:

Board of Aldermen

DIRECTOR'S AUTHORIZATION:

Lynn Spruill, Mayor

FOR MORE INFORMATION CONTACT:

Nav Ashford, Human Resources Director

SUGGESTED MOTION

Move approval of the 2019 Holiday Schedule for the City of Starkville as presented.



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

AGENDA ITEM DEPT.: AIRPORT
AGENDA DATE: October 2, 2018
PAGE: 1

SUBJECT: Request Renewal of the Circle S Flight Training Agreement at George M. Bryan Field, Starkville MS, for One Year

AMOUNT & SOURCE OF FUNDING:

FISCAL NOTE: Approved by the Airport Board on September 24, 2018

AUTHORIZATION HISTORY:

**REQUESTING
DEPARTMENT:** Airport

**DIRECTOR'S
AUTHORIZATION:** Rodney Lincoln

FOR MORE INFORMATION CONTACT: Rodney Lincoln 418-5900

SUGGESTED MOTION: Move to Approve the Renewal of the Circle S Flight Training Agreement at George M. Bryan Field, Starkville MS, for One Year

STARKVILLE MUNICIPAL AIRPORT

GEORGE M. BRYAN FIELD

Circle S Aviation, LLC Agreement

This agreement is entered into this the 3rd day of October, 2018 by and between Starkville Municipal Airport, George M. Bryan Field, ("Lessor"), established pursuant to "Municipal Airport Law," Mississippi Code §§ 61-5-1 through 61-5-49, and owned and operated by the City of Starkville, Mississippi, and Circle S Aviation, LLC ("Lessee"), for the purpose of the Lessee establishing and operating a Flight Training business.

In addition, the parties agree to the following:

1. Lessee agrees to have on file and update as necessary a listing of each part time and full-time employee of Lessee including their hire and/or termination date, title, responsibilities and duties.
2. Lessor and Lessee understand that this agreement does not grant an exclusive right to Lessee for any services described herein. Unrestricted areas of George M. Bryan Field are available on an equal basis to all qualified and approved Flight Training businesses.
3. This lease is for a term of twelve (12) months, commencing on October 1, 2018 and terminating on September 30, 2019 with a yearly option to renew on terms agreeable to the parties.
4. Lessor agrees to conduct the business of "Flight Training" as described in the "Minimum Standards" for Fixed Base Operators as adopted by the City of Starkville on or about March 1, 2016, a copy of which is attached hereto as "Exhibit A."
5. Lessee agrees to operate a business for the use and benefit of the public and furnish all services on a fair, equal, and non-discriminatory basis to all users thereof, and to charge fair and reasonable prices for each unit or service. Lessee shall file a list of all aircraft rental and flight training rates charged with Lessor and keep said file updated at such time a change is made. All services offered by the Lessee shall be performed with promptness and courtesy. Notwithstanding anything to the contrary, nothing contained herein shall be construed to authorize the granting of exclusive rights within the meaning of Section 308(a) of the Federal Aviation Act of 1968, as amended. Lessee further agrees to keep the leased premises in a neat and orderly manner, free of offensive or dangerous materials and conditions.
6. Due to the fact that no training facilities are currently available at the commencement time of this agreement and until permanent facilities are available, the Lessee is hereby granted permission, at the Lessee's expense, to set up a portable building, up to 500 sq ft, (solely for training purposes) on the South West end of the automobile parking lot on paved ground (as shown in Exhibit B). The Lessee is responsible for the required electrical power and internet connection including the setup fees and monthly fees. Water and sewage connections are the responsibility of Lessee and are not included in this lease. Proper anchoring and skirting are required. The portable building shall be handicapped accessible. A Ground Lease fee of \$15.00 per month paid to the Airport by the 10th of each month shall apply. The Lessee may pay any amount up to a year in advance, with no discount. The Lessee, employees and customers shall have access to the restrooms, break room and trash containers in the Terminal Building, on George M. Bryan Field. If this Lease Agreement shall for any reason become terminated, the Lessee shall remove the portable building and all supporting connections at the Lessee's

expense within 30 days of the termination date and return the leased area to original conditions.

7. Lessee shall be responsible for its actions and the actions of its employees, agents and/or representatives. Lessee shall assume the defense, hold harmless, and fully indemnify Lessor, and the City of Starkville and its officers, agents, and employees, from any and all claims, suits, judgements, damages, attorney's fees, costs and any and all other expenses whatsoever arising out of or relating in any manner to Lessee's use of the leased premises. This indemnification provision shall survive the termination of this lease agreement.
8. Lessee shall, at its sole expense, maintain and keep proof on file with the Lessor the following insurance: public general liability with minimum limits of \$1,000,000; statutory limits for workers compensation (if applicable); employers liability with minimum limits of \$1,000,000; commercial general liability with minimum limits of \$1,000,000; personal injury and/or death with minimum limits of \$1,000,000; medical coverage with minimum limits of \$10,000 per person; and fire liability with minimum limits of \$100,000. All such insurance shall be issued by a carrier that is licensed to do business in the State of Mississippi and shall name Lessor and the City of Starkville, Mississippi as additional insureds on a primary basis in all liability coverages and include a waiver of subrogation endorsement in all coverages in favor of Lessor and City of Starkville, Mississippi. Proof of such insurance shall be presented to Lessor and the City of Starkville, Mississippi prior to execution of this lease, as an express condition and requirement of it. Such insurance shall not be cancelled without at least thirty (30) days written notice thereof being given to Lessor. Cancellation of any of the required insurance under this lease provides grounds for the Lessor to immediately cancel and revoke this lease.
9. Lessor agrees that Lessee shall have the right to subcontract or assign the whole or any part of Lessee's rights and privileges under this lease by providing ninety (90) day prior written request to Lessor of such agreement or subcontract and receiving written approval from Lessor prior to such assignment or subcontract. Lessor reserves the right to reject any such assignment or subcontract for any reason or no reason. Lessee expressly understands and agrees that the subcontracting or assigning of any or all of Lessee's rights and privileges under this lease shall in no way relieve Lessee of any obligation, responsibility or liability imposed by this lease unless so agreed to in writing by Lessor.
10. In the event that any terms of this lease conflict with any conditions, restrictions, rules, or regulations promulgated or contracted by the United States Government or any department or agency thereof having jurisdiction over said airport, or by the Aeronautics Division of the Mississippi Department of Transportation, such conditions, restrictions, rules or regulations of these governments or governmental agencies shall control.
11. The Lessee, for itself, its members, personal representatives, successors in interest and assigns, as a part of the consideration hereof, does hereby covenant and agree to the following: (a) no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefit of, or be otherwise subjected to discrimination in the use of said facilities; and (b) that Lessee shall use the premises in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation Subtitle A, Office of the Secretary, Part 21, nondiscrimination in federal-assisted programs of the Department of Transportation Effectuation of Title VI of the Civil Rights act of 1964, and as said regulations may be amended.
12. Lessee expressly agrees that: (a) it is an independent contractor and is not an agent, employee, or representative of Lessor or the City Of Starkville, Mississippi; (b) that neither the individual members of the Starkville/Oktibbeha County Airport Board, nor

Airport Manager, nor the Mayor and Board of Aldermen of the City of Starkville, nor the Oktibbeha County Board of Supervisors, shall be charged personally with any liability under any covenant of this lease or because of any breach thereof.

13. Lessor and Lessee agree and understand that notwithstanding any of the foregoing terms and conditions of this lease, that Lessor or Lessee shall have the absolute right to terminate this lease upon ninety (90) days written notice to the other party.
14. This lease constitutes the entire agreement between the parties hereto. Representations or statements not contained herein shall be valid only if in writing, as an addendum to this agreement and signed by all parties.
15. This agreement shall be construed according to the laws of the State of Mississippi, the venue and jurisdiction of any action to enforce or construe this agreement shall be vested exclusively in the State courts of Oktibbeha County, Mississippi or the United States District Court for the Northern District of Mississippi, Aberdeen Division, as the case may be.
16. Should Lessee desire to make modifications at Lessee's expense to any leased property, all plans and plan specifications for the modifications must be approved in writing before any modifications are started by Lessee. The Lessor shall not be liable for payment of any cost or expense incurred or the quality of any workmanship or materials acquired as a result of any modifications. The Lessee agrees to indemnify and hold Lessor, and the City of Starkville and its officers, agents, and employees, harmless from any and all liabilities, damages, and/or penalties and any costs, expense, or claims of any kind or nature including, but not limited to attorney's fees, arising out any modifications, and said indemnification shall apply to injury or damage to persons or property. No modification is allowed that will diminish the value of any Lessor owned property or equipment. All modifications made by Lessee or any of its Sub-lessees shall be and become the property of the Lessor upon installation.

Starkville Municipal Airport, George M. Bryan, ("Lessor")

By: _____ (Print Name)

Its: _____

Circle S Aviation, LLC ("Lessee")

By: _____ (Print Name)

Its: _____

A RESOLUTION ADOPTING FIRST AMENDED MINIMUM STANDARDS FOR FIXED BASE OPERATORS AT THE STARKVILLE MUNICIPAL AIRPORT, GEORGE M. BRYAN FIELD

WHEREAS, the City of Starkville, County of Oktibbeha, being a municipality created under and pursuant to the laws of the State of Mississippi, owns and operates as and through the Mayor and Board of Aldermen, a duly constituted public body of the said City of Starkville, Mississippi, hereinafter referred to as "City," a public airport known as George M. Bryan Field, hereinafter referred to as "Airport"; and

WHEREAS, the City desires that certain aeronautical services and activities be furnished and engaged in for the benefit of the general aviation flying public, operating either as General Fixed Base Operators or Special Fixed Base Operators, depending upon the scope of their operation and activities; and

WHEREAS, the City, in recognition of the statutory prohibition against granting an exclusive right to conduct aeronautical activity on the Airport imposed by Section 308 of the Federal Airport Act and in contractual obligations contained in certain contracts between said City and the United States of America relative to the expenditure of Federal funds for the development and operation of said airport, desires that all such general aviation aeronautical activities be conducted on said Airport in a fair and equitable manner;

WHEREAS, the City, on June 4, 1985, adopted original Minimum Standards for Fixed Base Operators at the Starkville Municipal Airport, George M. Bryan Field by Resolution of the Starkville Board of Aldermen recorded in Minute Book 29, Pages 390-398;

WHEREAS, due to the passage of time and growth of the Airport since the original Minimum Standards were enacted, it has become necessary to revise and update the Minimum Standards for Fixed Based Operators at the Airport.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of The City of Starkville, Mississippi, that said aeronautical services and activities at said Airport shall hereafter be rendered by and engaged in by duly qualified operators, so determined by the hereinafter established standards which are hereby adopted as the "First Amended Minimum Standards for Fixed Base Operators", as follows:

Section 1. APPLICATION PROCEDURES. Any applicant wishing to establish an aeronautical activity on the Airport shall be furnished a copy of these Minimum Standards, as amended, and shall make application in writing to the municipal Airport Board, stating in detail the following:

- a. The name and address of the applicant;
- b. The proposed land use, facility, and/or activity sought;
- c. The names and the qualifications of the principle personnel to be involved in conducting such activity;
- d. The financial responsibility and technical ability of the applicant and operator to carry out the activity sought;



- e. The tools, equipment, services, and inventory, if any, proposed to be furnished in connection with such activity;
- f. The requested or proposed date for commencement of the activity and the term of conducting the same;
- g. The estimated cost of any structure or facility to be furnished, the proposed specifications for same, and the means or method of financing such construction or acquisition of facilities;
- h. The proposed rental fees to be paid to the Airport for use of city owned facilities, services or provided utilities.

Section 2. NOTICE AND HEARING. Upon the filing of such an application with the City Clerk, the application shall be immediately referred to the Airport Board and considered at the next scheduled meeting. If no meeting is scheduled within thirty (30) days from the filing of such application, a meeting shall be called for considering same and notice thereof given to the applicant.

If such application involves conduct of an aeronautical activity for commercial purposes, all other persons then conducting commercial aeronautical activities on said Airport shall also be notified of the filing of such application and the time and place of the Airport Board meeting to consider the same.

Upon consideration of the application, the Airport Board shall determine whether or not the applicant meets the standards and qualifications as herein established and whether or not such application should be granted in whole or in part, and if so, upon what terms and conditions, and shall make a written report and recommendation to the Mayor and Board of Aldermen concerning the same.

Upon receipt of written recommendation of the Airport Board, the Mayor and Board of Aldermen shall include said matter upon the agenda of the next regular meeting and, at such meeting or at a subsequent meeting to which it may be passed, shall approve, modify, or reject such recommendations and application and immediately advise the applicant of the disposition in the matter.

Section 3. LEASE OR CONTRACT. Upon approval of any such application as submitted or modified, the Mayor and Board of Aldermen shall cause to be prepared a suitable lease or contract agreement setting forth the terms and conditions under which the fixed base operation shall be conducted. In every instance the lease or contract shall be conditional upon the following:

- a. Each authorized aeronautical activity shall comply with the Minimum Standards. The lease shall refer to and incorporate these Standards by reference. Failure to comply with the Minimum Standards after notification of non-compliance shall constitute grounds for termination or cancellation of the Lease.
- b. Any structures or facility to be constructed or placed upon said Airport shall conform to all safety regulations of the State of Mississippi and the City of Starkville and shall conform to the requirements of current building codes and fire regulations of the City of Starkville; any construction commenced will be

diligently pursued to completion. Performance bonds commensurate with the value of the construction shall be required.

- c. The City shall reserve the right to modify or alter these Standards from time to time; however, any increase or expansion in the Standards shall not apply retroactively to an existing lease but would be applicable at time of renewal or extension or any leasehold term. Minimum Standards changes necessary to address immediate safety issues or to immediately and significantly improve efficiency that are mutually agreed to by both a lessee and the Airport Board can become applicable with a letter of execution signed by both the board president and the lessee and forwarded to the city for approval.

Section 4. STANDARD REQUIREMENTS FOR ALL OPERATORS. Each individual or corporation desiring to conduct aeronautical activities on the airport must satisfy the City:

- a. That the applicant has sufficient management experience and available personnel to conduct the proposed service or activity in an efficient and workmanlike manner.
- b. That the applicant is financially responsible and able to provide the facilities and services proposed.
- c. That the applicant has or can reasonably secure necessary certificates for the Federal Aviation Administration (FAA) or other authority where the same are required for the activity proposed.
- d. That the applicant has or can furnish suitable indemnity insurance or bond to defend, protect, and hold the City harmless from any liability in connection with the conduct of the activity proposed.
- e. The rates or charges for any and all activities and services of such operators shall be determined by the operator, subject to the approval of the Airport Board and the City, and subject, further, to the requirement that all such rates or charges shall be reasonable and be equally and fairly applied to all users of the services.
- f. No operator shall be permitted to operate at the Airport without a fully executed lease agreement with the City containing provisions for strict compliance with these minimum standards and regulations and containing such other special provisions as may be determined by the City to be necessary on account of any building or other construction which may be required under such lease or any other special circumstance which may be applicable to such particular operator.
- g. Land use maps approved and duly recorded by the City shall show the present and future fixed base operator's areas on the Airport property, and these land use maps are hereby made a part of these minimum standards the same as if set out in full herein.
- h. All fixed base operators shall abide by and comply with all state, county, and city laws and ordinances, the rules and regulations of the Airport Board and the Board of Aldermen governing such Airport, and the rules and regulations of the Federal Aviation Administration.
- i. All contracts and leases between such operators and the City shall be subordinate to the provisions of any existing or future agreement between the

City of Starkville, Mississippi, and the United States relative to the operation or maintenance of the Airport, the execution of which has been or may be required as a condition precedent to the expenditure of Federal funds for the development of the Airport properties.

- j. No fixed base operators shall sublease or sublet any premises leased by such operator from the City, or assign any such lease without the prior written approval of the City; any such subletting or assignment shall be subject to all of the Minimum Standards herein set forth.

Section 5. GENERAL FIXED BASE OPERATOR. A General Fixed Base Operator shall be only those individuals, corporations, or firms which are authorized to engage in and furnish aeronautical activities and services which shall include, as a minimum, the following:

- a. Sale and dispensation of aviation gasoline, fuels, and oils.
- b. Aircraft storage consisting of a minimum of two thousand (2,000) square feet of hangar space and tie-down spaces for a minimum of five (5) aircraft.
- c. Adequate and efficient ramp service.
- d. Capability to provide FAA-approved aircraft, engine, and accessory maintenance and to furnish necessary tools and equipment.

Section 6. STANDARDS FOR SPECIFIC AERONAUTICAL SERVICES. In addition to meeting the requirements set forth in Section 4, above, each operator conducting the following specific activities shall meet the requirements set forth below:

- a. Fuel and Oil Sales. Persons conducting aviation fuel and oil sales on the Airport shall be required to provide:
 - 1. Fuel storage equal in capacity to the minimum tank truck load deliverable for avgas and jet fuel, accessible for delivery by approved hard surface other than a taxiway or ramp.
 - 2. Properly trained line personnel on duty at least eight hours Monday thru Friday, 4 hours on Saturday, and on call by readily accessible telephone at other hours during the day or night.
 - 3. Proper equipment for maintaining aircraft tires and struts, changing engine oil, washing aircraft and aircraft windows and windshields, and recharging or energizing discharged aircraft batteries and starters.
 - 4. Conveniently located and air-conditioned lounge for passengers and airplane crews, together with clean restrooms.
 - 5. Adequate towing equipment and parking and tie-down area to safely and efficiently move aircraft and store them in all reasonably expected weather conditions.
 - 6. Adequate inventory of at least two brands of generally accepted grades of aviation engine oil and lubricants.

In conducting refueling operations, every operator shall install and use adequate grounding facilities at fueling locations to eliminate the hazards of static electricity and shall provide approved types of fire extinguishers or

other equipment commensurate with the hazard involved in refueling and servicing aircraft.

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 - 1. Sufficient hangar space to house any aircraft upon which such service is being performed.
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 - 4. At least one FAA-certified air frame and engine mechanic available during eight hours of the day, five days per week.
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 - 6. Storage of aircraft undergoing repair. Aircraft shall not be stored for salvage operations. Any aircraft undergoing repair and to be in a non-airworthy condition in excess of 30 days shall be screened from public view.
 - 7. Separately partitionable space for adequate exhaust fans and fire protection for spray painting if this type of work is performed.
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 - 1. Instruction available eight hours per day, at least five (5) days per week for single engine land airplanes.
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 - 3. Adequate classroom space with proper rest room and seating facilities.
 - 4. Properly certified ground school instruction sufficient to enable students to pass the FAA written examinations for private pilot and commercial ratings.
 - 5. Continuing ability to meet certification requirements of the FAA for the flight training proposed.
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1. Suitable office space for consummating sales and/or rentals and the keeping of the proper records.
 2. For rental, an airworthy aircraft suitably maintained and certificated.
 3. Adequate facilities for servicing and repairing the aircraft, or satisfactory arrangements with other operators on the Airport for such service and repair.
- f. Agricultural or Medical/Rescue. Persons seeking to provide agricultural or medical/rescue flight services from Bryan shall be required to satisfy the City that:
1. Suitable arrangements have been provided for the safe storage and containment of chemical materials; no poisonous or flammable materials shall be kept or stored in close proximity to other facility installations at the Airport.
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Combination Activities. A person conducting a combination of the specific activities listed above shall not be required to duplicate the requirements of the individual activities but where the requirement of one activity is sufficient to meet the requirement of a separate activity to be conducted, the one facility shall be sufficient to meet both requirements.

Section 7. A SPECIAL FIXED BASE OPERATOR shall be any individual, corporation, or firm which is authorized to engage in one or a combination of services and activities listed in Section 6b through 6f above. Any Special Fixed Base Operator shall be completely governed by the same minimum standards as to any activity or service involved as is herein made applicable to a General Fixed Base Operator at said airport.

Section 8. MAINTENANCE/MANAGEMENT AGREEMENT. Nothing herein contained shall be construed as to limit the right of the City to enter into a contract and agreement with a General Fixed Base Operator which is separate and distinct from his lease agreement with respect to the maintenance and overall supervision of the George M. Bryan Field, the Airport, and designated to operate as the Manager of the Airport.

Alderman Ben Carver moved and Alderman David Little seconded the motion to adopt the foregoing resolution, and the question being put to a vote, the result was as follows:

Alderman Ben Carver	voted: <u>aye</u>
Alderman David Little	voted: <u>aye</u>
Alderman Scott Maynard	voted: <u>aye</u>

Alderman Roy A.' Perkins

voted: aye

Alderman Jason Walker

voted: aye

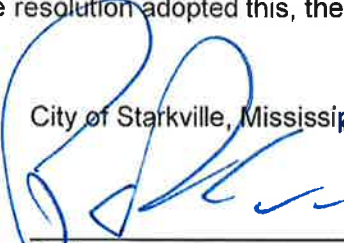
Alderman Lisa Wynn

voted: aye

Alderman Henry Vaughn, Sr.

voted: aye

The motion having received the affirmative vote of a majority of the members present, the Mayor declared the motion carried and the resolution adopted this, the 1st day of March, 2016.


City of Starkville, Mississippi

Parker Wiseman, Mayor

ATTEST:

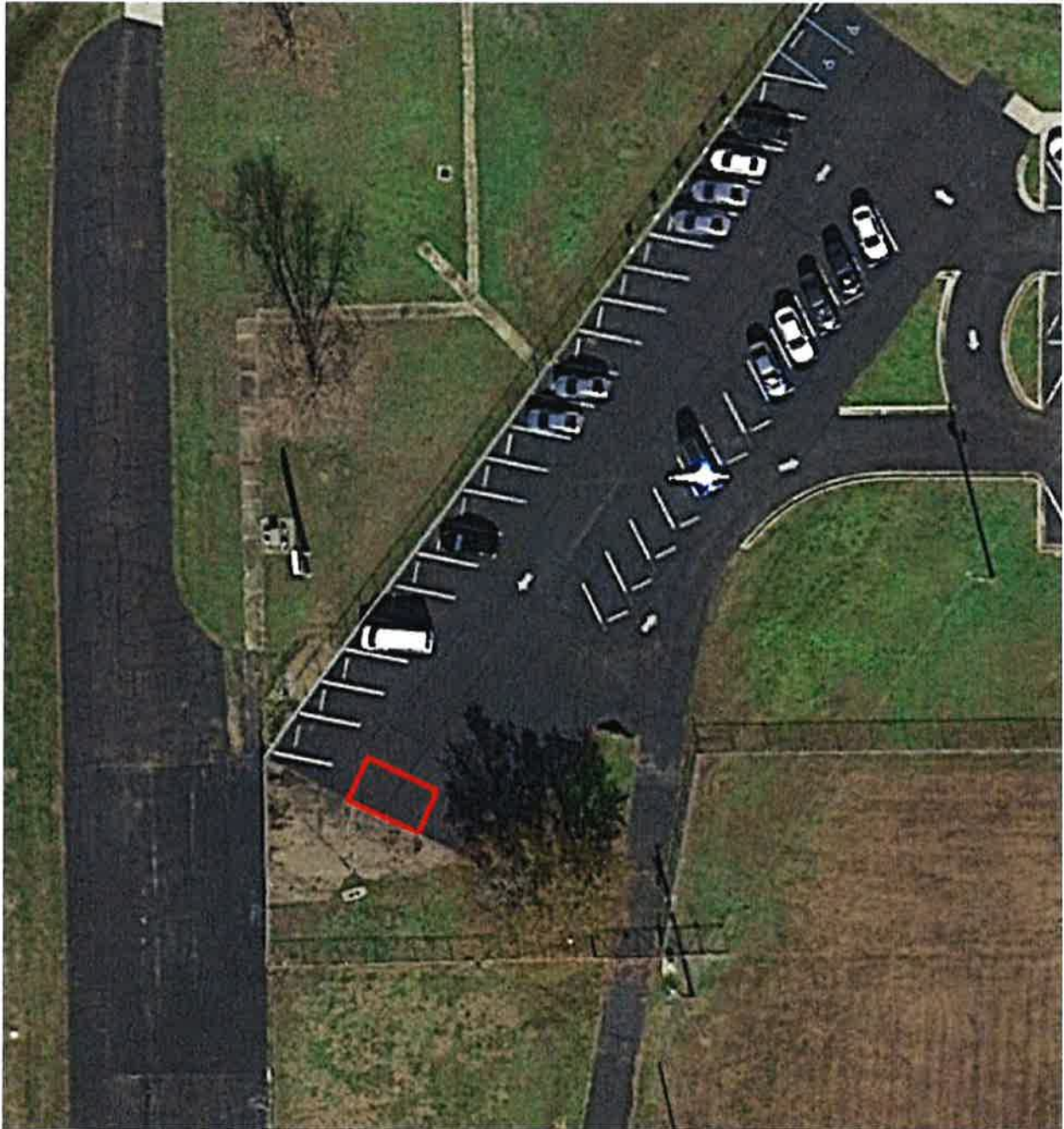


Lesa Hardin, City Clerk



Circle S Aviation

Exhibit B





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

AGENDA ITEM DEPT.: AIRPORT
AGENDA DATE: October 2, 2018
PAGE: 1

SUBJECT: Request Renewal of the Keesling Aircraft Rental and Training, LLC Flight School Agreement for Flight School Training at George M. Bryan Field, Starkville MS, for One Year

AMOUNT & SOURCE OF FUNDING:

FISCAL NOTE: Approved by the Airport Board on September 24, 2018

AUTHORIZATION HISTORY:

**REQUESTING
DEPARTMENT:** Airport

**DIRECTOR'S
AUTHORIZATION:** Rodney Lincoln

FOR MORE INFORMATION CONTACT: Rodney Lincoln 418-5900

SUGGESTED MOTION: Move to Approve the Renewal of the Keesling Aircraft Rental and Training, LLC Flight School Agreement for Flight School Training at George M. Bryan Field, Starkville MS, for One Year

STARKVILLE/OKTIBBEHA COUNTY AIRPORT

GEORGE M. BRYAN FIELD

Keesling Aircraft Rental and Training, LLC

Flight Training Agreement

This agreement is entered into this the 3rd day of October, 2018 by and between Starkville Municipal Airport, George M. Bryan Field, ("Lessor"), established pursuant to "Municipal Airport Law," Mississippi Code §§ 61-5-1 through 61-5-49, and owned and operated by the City of Starkville, Mississippi, and Keesling Aircraft Rental and Training, LLC ("Lessee"), for a Flight Training Operation.

In addition the parties agree to the following:

1. Lessor leases to Lessee a part of Starkville Municipal Airport on George M. Bryan Field, consisting of designated office spaces therein and tie down spaces on the ramp as designated for Lessee's owned or controlled aircraft utilized exclusively for pilot training. Lessee agrees to pay Lessor on or before the tenth (10th) of each month the sum of \$50.00 per month for the designated leased office space and the sum of \$25.00 per month for each designated tie-down space. The rent shall be considered late if not received by the 10th of each month. If such rent is not received by the date due, a late fee will be applied beginning the 11th day of each month in the amount of 10% of the rent due for the month. Failure of the Lessee to pay rent timely under this Lease shall constitute a default of this agreement at the discretion of the Lessor and allow the Lessor to seek all available remedies under the law, including acceleration of all rent payments for the duration of the lease term.
2. A sketch attached hereto as "Exhibit A," and made a part hereof, shows all property described under this lease. Lessor and Lessee understand that this agreement does not grant an exclusive right to Lessee for any services described herein. Areas of George M. Bryan Field are available on an equal basis to other qualified Flight Training Operators.
3. This lease is for a term of twelve (12) months, commencing on October 1, 2018, and terminating on September 30, 2019 with a yearly option to renew on terms agreeable to the parties.
4. Lessor leases said premises to Lessee solely for Lessee's use and purpose of conducting the business of "Flight Training" as described in the "Minimum Standards" for Fixed Base Operators as adopted by the City of Starkville on or about March 1, 2016, a copy of which is attached hereto as "Exhibit B."
5. Lessee agrees to operate the leased premises for the use and benefit of the public and make available to the public on fair and reasonable terms all leased airport facilities, and furnish all services on a fair, equal, and non-discriminatory basis to all users thereof, and to charge fair and reasonable prices for each unit or service. Lessor agrees that the rates and charges for such activities and services shall be fixed by the Lessee subject to the Lessor's concurrence and approval. Lessee shall file a list of all rates with Lessor and keep said file updated at such time a change is made. In the event of dispute as to the reasonableness of any charge or fee by Lessee, Lessee agrees and understands that the final determination of such charge or fee will be made by the Lessor. All services offered by the Lessee shall be performed with promptness and courtesy. Notwithstanding anything to the contrary, nothing contained herein shall be construed to authorize the granting of exclusive rights within the meaning of Section 308(a) of the

Federal Aviation Act of 1968, as amended. Lessee further agrees to keep the leased premises in a neat and orderly manner, free of offensive or dangerous materials and conditions.

6. Lessee shall be responsible for its actions and the actions of its employees, agents and/or representatives. Lessee shall assume the defense, hold harmless, and fully indemnify Lessor from any and all claims, suits, judgements, damages, attorney's fees, costs and any and all other expenses whatsoever arising out of or relating in any manner to Lessee's use of the leased premises. This indemnification provision shall survive the termination of this lease agreement.
7. Lessee shall, at its sole expense, maintain and keep on file the following insurance: public general liability with minimum limits of \$1,000,000; statutory limits for workers compensation (if applicable); employers liability with minimum limits of \$1,000,000; commercial general liability with minimum limits of \$1,000,000; personal injury and/or death with minimum limits of \$1,000,000; medical coverage with minimum limits of \$100,000 per person; and fire liability with minimum limits of \$1,000,000. All such insurance shall be issued by a carrier that is licensed to do business in the State of Mississippi and shall name Lessor and the City of Starkville, Mississippi as additional insureds on a primary basis in all liability coverages and include a waiver of subrogation endorsement in all coverages in favor of Lessor and City of Starkville, Mississippi. Proof of such insurance shall be presented to Lessor and the City of Starkville, Mississippi prior to execution of this lease, as an express condition and requirement of it. Such insurance shall not be cancelled without at least thirty (30) days written notice thereof being given to Lessor. Cancellation of any of the required insurance under this lease provides grounds for the Lessor to immediately cancel and revoke this lease.
8. Lessor agrees that Lessee shall have the right to subcontract or assign the whole or any part of Lessee's rights and privileges under this lease by providing ninety (90) day prior written request to Lessor of such agreement or subcontract and receiving written approval from Lessor prior to such assignment or subcontract. Lessor reserves the right to reject any such assignment or subcontract for any reason or no reason. Lessee expressly understands and agrees that the subcontracting or assigning of any or all of Lessee's rights and privileges under this lease shall in no way relieve Lessee of any obligation, responsibility or liability imposed by this lease unless so agreed to in writing by Lessor.
9. In the event that any terms of this lease conflict with any conditions, restrictions, rules, or regulations promulgated or contracted by the United States Government or any department or agency thereof having jurisdiction over said airport, or by the Aeronautics Division of the Mississippi Department of Transportation, such conditions, restrictions, rules or regulations of these governments or governmental agencies shall control.
10. The Lessee, for itself, its members, personal representatives, successors in interest and assigns, as a part of the consideration hereof, does hereby covenant and agree to the following: (a) no person on the grounds of race, color, or national origin shall be excluded from participation in, denied the benefit of, or be otherwise subjected to discrimination in the use of said facilities; and (b) that Lessee shall use the premises in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation Subtitle A, Office of the Secretary, Part 21, nondiscrimination in federal-assisted programs of the Department of Transportation Effectuation of Title VI of the Civil Rights act of 1964, and as said regulations may be amended.
11. Lessee expressly agrees that: (a) it is an independent contractor and is not an agent, employee, or representative of Lessor or the City Of Starkville, Mississippi; (b) that neither the individual members of the Starkville/Oktibbeha County Airport Board, nor

Airport Manager, nor the Mayor and Board of Aldermen of the City of Starkville, nor the Oktibbeha County Board of Supervisors, shall be charged personally with any liability under any covenant of this lease or because of any breach thereof.

12. Lessor and Lessee agree and understand that notwithstanding any of the foregoing terms and conditions of this lease, that Lessor or Lessee shall have the absolute right to terminate this lease upon ninety (90) days written notice to the other party.
13. This lease constitutes the entire agreement between the parties hereto. Representations or statements not contained herein shall be valid only if in writing, as an addendum to this agreement and signed by all parties.
14. This agreement shall be construed according to the laws of the State of Mississippi, the venue and jurisdiction of any action to enforce or construe this agreement shall be vested exclusively in the State courts of Oktibbeha County, Mississippi or the United States District Court for the Northern District of Mississippi, Eastern Division, as the case may be.
15. Should Lessee desire to make modifications at Lessee's expense to any leased property, all plans and plan specifications for the modifications must be approved in writing before any modifications are started by Lessee. The Lessor shall not be liable for payment of any cost or expense incurred or the quality of any workmanship or materials acquired as a result of any modifications. The Lessee agrees to indemnify and hold Lessor harmless from any and all liabilities, damages, and/or penalties and any costs, expense, or claims of any kind or nature including, but not limited to attorney's fees, arising out any modifications, and said indemnification shall apply to injury or damage to persons or property. No modification is allowed that will diminish the value of any Lessor owned property or equipment. All modifications made by Lessee or any of its Sub-lessees shall be and become the property of the Lessor upon installation.

Starkville Municipal Airport, George M. Bryan Field, ("Lessor")

By: _____ (Print Name)

Its: _____

Keesling Aircraft Rental and Training, LLC ("Lessee")

By: _____ (Print Name)

Its: _____

←
NORTH
SCALE: NTS

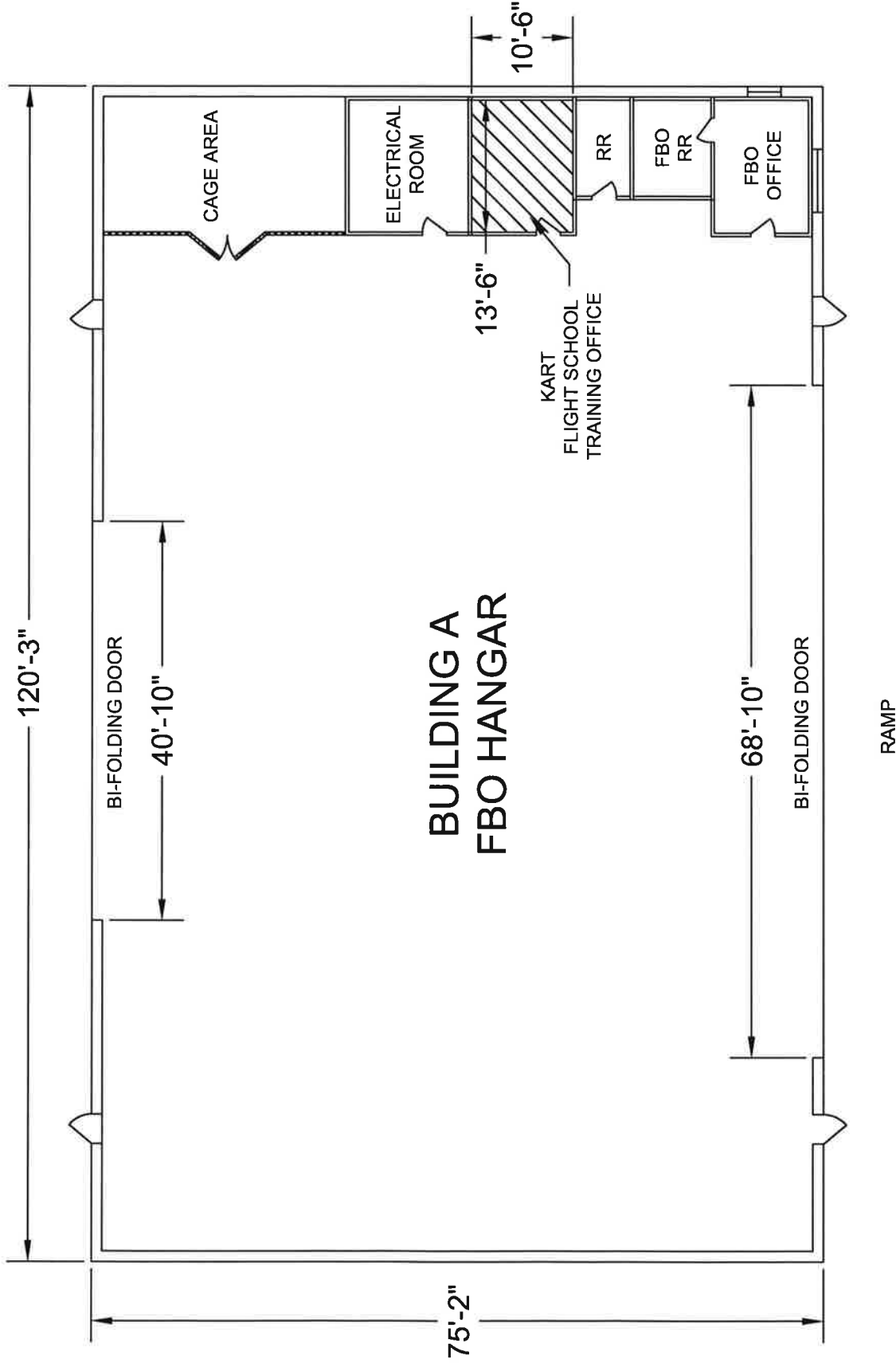


EXHIBIT A

A RESOLUTION ADOPTING FIRST AMENDED MINIMUM STANDARDS FOR FIXED BASE OPERATORS AT THE STARKVILLE MUNICIPAL AIRPORT, GEORGE M. BRYAN FIELD

WHEREAS, the City of Starkville, County of Oktibbeha, being a municipality created under and pursuant to the laws of the State of Mississippi, owns and operates as and through the Mayor and Board of Aldermen, a duly constituted public body of the said City of Starkville, Mississippi, hereinafter referred to as "City," a public airport known as George M. Bryan Field, hereinafter referred to as "Airport"; and

WHEREAS, the City desires that certain aeronautical services and activities be furnished and engaged in for the benefit of the general aviation flying public, operating either as General Fixed Base Operators or Special Fixed Base Operators, depending upon the scope of their operation and activities; and

WHEREAS, the City, in recognition of the statutory prohibition against granting an exclusive right to conduct aeronautical activity on the Airport imposed by Section 308 of the Federal Airport Act and in contractual obligations contained in certain contracts between said City and the United States of America relative to the expenditure of Federal funds for the development and operation of said airport, desires that all such general aviation aeronautical activities be conducted on said Airport in a fair and equitable manner;

WHEREAS, the City, on June 4, 1985, adopted original Minimum Standards for Fixed Base Operators at the Starkville Municipal Airport, George M. Bryan Field by Resolution of the Starkville Board of Aldermen recorded in Minute Book 29, Pages 390-398;

WHEREAS, due to the passage of time and growth of the Airport since the original Minimum Standards were enacted, it has become necessary to revise and update the Minimum Standards for Fixed Based Operators at the Airport.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen of The City of Starkville, Mississippi, that said aeronautical services and activities at said Airport shall hereafter be rendered by and engaged in by duly qualified operators, so determined by the hereinafter established standards which are hereby adopted as the "First Amended Minimum Standards for Fixed Base Operators", as follows:

Section 1. APPLICATION PROCEDURES. Any applicant wishing to establish an aeronautical activity on the Airport shall be furnished a copy of these Minimum Standards, as amended, and shall make application in writing to the municipal Airport Board, stating in detail the following:

- a. The name and address of the applicant;
- b. The proposed land use, facility, and/or activity sought;
- c. The names and the qualifications of the principle personnel to be involved in conducting such activity;
- d. The financial responsibility and technical ability of the applicant and operator to carry out the activity sought;



- e. The tools, equipment, services, and inventory, if any, proposed to be furnished in connection with such activity;
- f. The requested or proposed date for commencement of the activity and the term of conducting the same;
- g. The estimated cost of any structure or facility to be furnished, the proposed specifications for same, and the means or method of financing such construction or acquisition of facilities;
- h. The proposed rental fees to be paid to the Airport for use of city owned facilities, services or provided utilities.

Section 2. NOTICE AND HEARING. Upon the filing of such an application with the City Clerk, the application shall be immediately referred to the Airport Board and considered at the next scheduled meeting. If no meeting is scheduled within thirty (30) days from the filing of such application, a meeting shall be called for considering same and notice thereof given to the applicant.

If such application involves conduct of an aeronautical activity for commercial purposes, all other persons then conducting commercial aeronautical activities on said Airport shall also be notified of the filing of such application and the time and place of the Airport Board meeting to consider the same.

Upon consideration of the application, the Airport Board shall determine whether or not the applicant meets the standards and qualifications as herein established and whether or not such application should be granted in whole or in part, and if so, upon what terms and conditions, and shall make a written report and recommendation to the Mayor and Board of Aldermen concerning the same.

Upon receipt of written recommendation of the Airport Board, the Mayor and Board of Aldermen shall include said matter upon the agenda of the next regular meeting and, at such meeting or at a subsequent meeting to which it may be passed, shall approve, modify, or reject such recommendations and application and immediately advise the applicant of the disposition in the matter.

Section 3. LEASE OR CONTRACT. Upon approval of any such application as submitted or modified, the Mayor and Board of Aldermen shall cause to be prepared a suitable lease or contract agreement setting forth the terms and conditions under which the fixed base operation shall be conducted. In every instance the lease or contract shall be conditional upon the following:

- a. Each authorized aeronautical activity shall comply with the Minimum Standards. The lease shall refer to and incorporate these Standards by reference. Failure to comply with the Minimum Standards after notification of non-compliance shall constitute grounds for termination or cancellation of the Lease.
- b. Any structures or facility to be constructed or placed upon said Airport shall conform to all safety regulations of the State of Mississippi and the City of Starkville and shall conform to the requirements of current building codes and fire regulations of the City of Starkville; any construction commenced will be

diligently pursued to completion. Performance bonds commensurate with the value of the construction shall be required.

- c. The City shall reserve the right to modify or alter these Standards from time to time; however, any increase or expansion in the Standards shall not apply retroactively to an existing lease but would be applicable at time of renewal or extension or any leasehold term. Minimum Standards changes necessary to address immediate safety issues or to immediately and significantly improve efficiency that are mutually agreed to by both a lessee and the Airport Board can become applicable with a letter of execution signed by both the board president and the lessee and forwarded to the city for approval.

Section 4. STANDARD REQUIREMENTS FOR ALL OPERATORS. Each individual or corporation desiring to conduct aeronautical activities on the airport must satisfy the City:

- a. That the applicant has sufficient management experience and available personnel to conduct the proposed service or activity in an efficient and workmanlike manner.
- b. That the applicant is financially responsible and able to provide the facilities and services proposed.
- c. That the applicant has or can reasonably secure necessary certificates for the Federal Aviation Administration (FAA) or other authority where the same are required for the activity proposed.
- d. That the applicant has or can furnish suitable indemnity insurance or bond to defend, protect, and hold the City harmless from any liability in connection with the conduct of the activity proposed.
- e. The rates or charges for any and all activities and services of such operators shall be determined by the operator, subject to the approval of the Airport Board and the City, and subject, further, to the requirement that all such rates or charges shall be reasonable and be equally and fairly applied to all users of the services.
- f. No operator shall be permitted to operate at the Airport without a fully executed lease agreement with the City containing provisions for strict compliance with these minimum standards and regulations and containing such other special provisions as may be determined by the City to be necessary on account of any building or other construction which may be required under such lease or any other special circumstance which may be applicable to such particular operator.
- g. Land use maps approved and duly recorded by the City shall show the present and future fixed base operator's areas on the Airport property, and these land use maps are hereby made a part of these minimum standards the same as if set out in full herein.
- h. All fixed base operators shall abide by and comply with all state, county, and city laws and ordinances, the rules and regulations of the Airport Board and the Board of Aldermen governing such Airport, and the rules and regulations of the Federal Aviation Administration.
- i. All contracts and leases between such operators and the City shall be subordinate to the provisions of any existing or future agreement between the

City of Starkville, Mississippi, and the United States relative to the operation or maintenance of the Airport, the execution of which has been or may be required as a condition precedent to the expenditure of Federal funds for the development of the Airport properties.

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 - 4. Conveniently located and air-conditioned lounge for passengers and airplane crews, together with clean restrooms.
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Alderman Ben Carver moved and Alderman David Little seconded the motion to adopt the foregoing resolution, and the question being put to a vote, the result was as follows:

Alderman Ben Carver

voted: aye

Alderman David Little

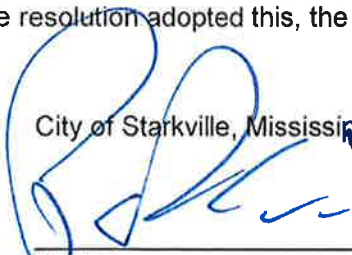
voted: aye

Alderman Scott Maynard

voted: aye

Alderman Roy A. Perkins	voted: <u>aye</u>
Alderman Jason Walker	voted: <u>aye</u>
Alderman Lisa Wynn	voted: <u>aye</u>
Alderman Henry Vaughn, Sr.	voted: <u>aye</u>

The motion having received the affirmative vote of a majority of the members present, the Mayor declared the motion carried and the resolution adopted this, the 1st day of March, 2016.


City of Starkville, Mississippi

Parker Wiseman, Mayor

ATTEST:



Lesa Hardin, City Clerk





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

AGENDA ITEM DEPT: Human Resources
AGENDA DATE: October 2, 2018
Page: 1-3

SUBJECT:

Request authorization to advertise for a Community Development Director in the Community Development Department.

AMOUNT & SOURCE OF FUNDING:

Grade 19, Annual Salary range of \$78,000 (\$37.50 hour) - \$98,429.16 (\$47.32 hour), based on 2080 hours.

FISCAL NOTE:

AUTHORIZATION HISTORY:

This position was held by Buddy Sanders who resigned.

REQUESTING DEPARTMENT:

Community Development Department

DIRECTOR'S AUTHORIZATION:

Lynn Spruill, Mayor

FOR MORE INFORMATION CONTACT:

Nav Ashford, Human Resources Director

SUGGESTED MOTION:

Move approval to advertise for a Community Development Director in the Community Development Department.



Job Title: Community Development Director
Direct Report: Mayor and Board of Aldermen
Date Prepared: 9/5/18

FLSA: Exempt/Grade 19
Department: Community Development
Approved by Board: _____

POSITION SUMMARY:

The purpose of this position is to provide leadership and guidance to the Community Development Department, which includes Planning Professionals, Building Inspectors, Codes Enforcement Officers and Support Staff all working towards a shared mission of providing professional services to coordinate, enhance, maintain, and develop the City's orderly growth.

This is accomplished by providing direction and leadership to each division; developing and implementing Board authorized policies and procedures; overseeing and delegating responses to inquiries and requests; developing goals and objectives for each area of responsibility; reviewing the status of major projects; and evaluating and recording staff performance.

DUTIES AND RESPONSIBILITIES:

- Supervises personnel and administration of all operations and activities of the Community Development Department. Promotes Staff training and certifications. Handles disciplinary problems, administers the Personnel Manual and conducts periodic performance evaluations of the Community Development Department staff.
- Prepares and manages budgets for the division; conducts fiscal/economic impact studies and cost/benefit analysis to prepare budget projections; develops annual operating budgets; monitors revenues for services; reviews and proposes fee structures for services.
- Prepares long range plans for the department; directs research and surveys; interprets results for use in planning, evaluation and decision making.
- Oversees the City's Comprehensive Plan and its implementation.
- Oversees the development of procedures for reviewing all land use and development applications for all categories of zoning within the City of Starkville including traditional Euclidian zoning and form-based code.
- Identifies needed revisions and policy issues, and reviews and recommends changes/additions to City zoning and building ordinances including preparation and adoption of the latest International Building Codes.
- Provides recommendations, guidance and consultation on any annexation opportunities and plans for the City. Coordinates with city planning staff and reports to the Mayor and Board of Aldermen any zoning and code development needs for annexation projects.
- Monitors and evaluates the efficiency and effectiveness of services, assesses work load, reporting relationships and opportunities for improvements within the services and facilities managed and maintained by each division.
- Oversees the pre-application and development review process for all departments in the handling of preliminary plats, final plats, site plan review and other related development projects.
- Serves as a single point of customer service contact to respond to and resolve complaints, conflicts, concerns and questions from elected officials, city departments, outside agencies, and the public.
- Oversees the overall management of administration, operation and maintenance of Cemetery properties.
- Works closely with the Greater Starkville Development Partnership (The Partnership) in the promotion of business location and expansion in coordination with the City's Comprehensive Plan and Land Use Plan.
- Performs other duties as required.

Knowledge of:

- Municipal planning, site planning and urban design principles; Federal, state and local laws and other laws pertaining land use planning and development.
- Codes, ordinances, and planning regulations and processes.

Ability to:

- Disseminate information in a timely and accurate manner, effectively organize thoughts and manage multiple projects simultaneously.
- Work effectively with development professionals and the public using tact and diplomacy.



- Provide accurate and final interpretation, administration, and enforcement of city ordinances and policies in a fair and impartial manner.
- Communicate effectively, both orally and in writing, in both small and large groups, and in formal and informal settings.
- Be bonded

EDUCATION AND EXPERIENCE GUIDELINES:

Education and/or Experience:

- Bachelor's degree in urban planning, landscape architecture, business administration, public administration, architecture, or a related field
- Six (6) years of progressively responsible job experience with municipal planning and development, zoning, permitting, redevelopment and economic development analysis, administration, enforcement, and consultation.
- 5 years of demonstrated supervisory and management experience.
- Must be computer literate – This position will be heavily computer based (Including but not limited to Microsoft Office Proficiency, iWork permitting software, and all G-Suite Programs
- Must possess a valid MS driver's license and acceptable MVR.

Preferred Education and/or Experience:

- Master's Degree in urban planning, landscape architecture, business administration, public administration, architecture, or a related field.
- Experience with Form Based Code standards.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT:

Working Environment and Physical Demands

The majority of this position's duties are performed in an office environment. Visual and physical ability to work on computers for substantial amounts of time, constant sitting in office chair, standing, frequent walking, writing, bending, and reaching; occasional lifting of items weighing 50 pounds and reaching and lifting above the shoulders. Field visits to inspect sites will occur on a regular basis. Work in the field exposes the employee to all weather conditions and requires the operation of a motor vehicle in a variety of traffic conditions.

The duties listed above are intended as illustrations of the types of work that may be performed. The omission of specific job duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

The job description does not constitute an employment contract and is subject to change as the needs of the City and requirements of the job change.

Regular and consistent attendance is a condition of continuing employment.

The City of Starkville, is an EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION employer. Candidates are considered for employment with the City, without regard to their race, color, religion, national origin, age, sex, gender, pregnancy, disability, sexual orientation, gender identity, genetic information, military status, protected veteran status or other classification protected by applicable federal, state or local law.

A drug screen is required for this position.



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

AGENDA ITEM DEPT.: Community Dev.- Planning
AGENDA DATE: October 2, 2018
PAGE: Page 1 of 10

SUBJECT:

A Special Event request by Kayla Gilmore to hold the Starkville Veteran's Day Parade "Honoring Our Veterans" and have City participation with in-kind services.

IN-KIND SERVICE REQUEST:

The estimated cost to the City is \$630.00 with the funding being associated with the cost of city services from one department.

Estimated costs of the City's in-kind services:

<u>Police Department</u>	<u>\$ 630.00</u>
TOTAL	\$ 630.00

SUMMARY:

The applicant is requesting to hold the Starkville Veteran's Day Parade "Honoring Our Veterans" and have City participation with in-kind services on November 10, 2018. The events will require the temporary closing of several streets (see maps on application) to accommodate the parade. The event will have a setup time of 8:45 am and a takedown time of 11:00 am. The event time is from 10:00 am until 11:00 am.

REQUESTING

DEPARTMENT: Community Development

DIRECTOR'S

AUTHORIZATION: Mayor Lynn Spruill

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 Special Events request for the 2018 Starkville Veteran's Parade with in-kind services on November 10, 2018.



SPECIAL EVENT APPLICATION

City of Starkville Community Development
City Hall, 110 West Main Street
Starkville, Mississippi 39759-2823
Phone: (662) 323-2525 Fax: (662) 323-4143
e-mail: events@cityofstarkville.org

A completed and signed application along with an event site map are required to process the application. Proof of insurance is required a minimum of 20 days prior to the event.

Event Name KMG Creations presents Starkville Veterans Day Parade "Honoring Our Veterans" Is this a reoccurring event: ☒ Yes ☐ No

Applicant's Name Kayla M. Gilmore Mobile Number 601-757-4144

Organization Name KMG Creations Dance, Fitness & Productions Phone Number 601-757-4144

Organization Address P.O. Box 4698 Moss Stak, MS 39762 Organization Type ☐ Non-Profit ☒ For Profit

The following shall be attached to the application: 501c3 Certificate ☐ Yes ☐ No (not applicable), Event Site Map ☐ Yes ☐ No

On-Site Contact Kayla Gilmore Mobile Number 601-757-4144

Date and Times of Event (From) 11/10/18 10:00am (TIME) 8:45am (To) 11/10/18 11:00am (TIME)

Date and Times of Setup and Takedown (From) 11/10/18 8:45am (TIME) (To) 11/10/18 11:00am (TIME)

Will alcohol (beer and light wine only) be associated with this Special Event Permit request: ☐ Yes ☒ No

Type of Event (check all that apply): ☐ Walk/Run ☒ Procession ☐ Concert ☐ Awareness/Rally ☐ Street Closing Event

☐ Sale/Market ☐ Other please specify: _____

Which of the following City Services will be needed: **Police Department:** ☒ Yes ☐ No, **Fire Department:** ☐ Yes ☒ No

Sanitation Department: ☐ Trash Collection ☐ Street Sweeper ☐ Personnel ☐ Dumpsters,

Parks and Rec: ☐ Personnel ☐ Facilities, **Utility Department:** ☐ Electrical Service ☐ Banners ☐ Wastewater Disposal

SIGNATURES FOR ALL THE REQUESTED SERVICES FROM ABOVE IS REQUIRED FOR APPROVAL

Police Department cost \$630.00 Parks Department cost _____

By Mark Butler Date 7/24/19 By _____ Date _____

Starkville Utilities cost _____ Sanitation Department cost _____

By _____ Date _____ By _____ Date _____

Fire Department cost _____ Street Department cost _____

By _____ Date _____ By _____ Date _____

With my signature below, I affirm that I have read and understand the City of Starkville's Special Event Policy. I agree to comply with the Special Event Policy and will cooperate in the implementation of the Special Event Policy.

Print Name _____ Date _____

Signature _____

ATTACHMENT TO SPECIAL EVENT APPLICATION

STATE OF MISSISSIPPI
COUNTY OF OKTIBBEHA

AGREEMENT TO INDEMNIFY

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:

 (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 MAYBE 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.

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: Kyle M. Helms
Title: Director

ATTEST:

By: Emily Cole
Title: Assistant City Planner

ACKNOWLEDGEMENT OF ACCEPTANCE OF SPECIAL EVENT POLICY

With my signature below, I affirm that I have read and understand the City of Starkville's Special Event Policy. I agree to comply with the Special Event Policy and will cooperate in the implementation of the Special Event Policy.

Signature Kayla Gilmore Date 9/20/18

Print Name Kayla M. Gilmore

Organization KMG Creations Dance, Fitness & Productions, LLC



Dr Martin Luther King Jr Dr W

Dr Martin Luther King Jr Dr E

182

Ware St

Jefferson St

N Jackson St

N Montgomery St

Ames St

start

end

E Market St

Cidwell St

University Dr

E Lampkin St

Felix Long St

S Washington St

S Lafayette St

S Jackson St

Worley St

S Montgomery St

Russell St

Hogan St

© 2018 Google

Google Earth



1996

Imagery Date: 11/13/2016

33°27'48.66" N

88°48'34.08" W

elev 384 ft

eye alt 3749 ft





**KMG Creations presents
Starkville Veterans Day Parade 2018
“Honoring our Veterans”
Saturday, November 10, 2018**

KMG Creations Dance, Fitness and Productions support our local military and Veterans who have served our country proudly. KMG Creations has always held a military appreciation program for past ten years. This year KMG Creations would like to present a Veterans Day Parade honoring our local veterans.

Set up and ready: 9:00a.m.

Start Time: 10:00a.m.-11:00a.m.

Small Ceremony: 11:00a.m. Place TBA (waiting confirmation)

20-25 selected participates/groups accepted this year

Only to be walking units, bands, military vehicles, motorcycles,
(NO FLOATS)

Nothing will be thrown to audience.

KMG Creations will provide small flags for supporters.

KMG Creations will be providing 20-25 volunteers to help assist.

In-kind needed from the City of Starkville:

Starkville Police Department

Starkville Utilities Department (possible banner on Main Street)



Projected Veterans Day Parade Route

Meet up behind Mugshots and Courthouse Parking lot

Parade to start at the corner of Courthouse (Main Street)

Proceed and take right at (North Montgomery)

Proceed and take right to (Lampkin Street)

Proceed and take right on (Meig Street)

Proceed and take left to (starting point Mugshots/ Courthouse parking lots)





3060 South Church Street P.O. Box 286
Burlington, North Carolina 27216
(Local) 336-584-8892
(Toll-Free) 800-334-5579
(FAX) 336-584-8880
(Claims FAX) 336-538-0094

Monday, September 24, 2018

To: Charles Schimpf
From: Adam Willets
Extension 8108
awillets@gotapco.com

2500048
Renasant Insurance- Kosciusko
P.O. Box 843
Starkville, MS 39760

Applicant: Kayla Gilmore

Quote ID: OVUSY

We are pleased to offer the following quote through: Evanston Insurance Company

General Liability:

\$ 2,000,000 General Aggregate
\$ Included Products/Completed Operations Aggregate
\$ 1,000,000 Personal Injury/Advertising Injury
\$ 1,000,000 Each Occurrence Limit
\$ 50,000 Damage to Premises Rented to You
\$ 5,000 Medical Payments
\$ **0 BI/PD/P&AI Deductible Per Claimant

49950 - Additional Insured
Units 1

39070 - Parades
Days 1

49952 - Waiver of Subrogation
Units 1

* Excludes Professional, Nuclear Energy, War, Punitive, Exemplary, Asbestos, Silica, Lead, Toxic Substances, Total Pollution, Radon Gas, Subsidence, Mold, Spores, Fungus, Known Injury or Damage, Exclusion – Losses, Claims and Litigation Preceding Inception of Policy, Property Damage Claims in Progress, Participants, Assault & Battery, Abuse or Molestation, Liquor, Communicable Disease, Cancer, Employment Related Practices, Leased Workers, Voluntary Labor, Electromagnetic Fields, Injury To Contractors / Independent Contractors / Subcontractors, Radioactive Contamination, New Entities, Hired & Non Owned Auto, Year 2000 Computer Related and Other Electronic Problems, Violations of Statutes That Govern E-Mails / Fax / Phone Calls. Classification & Contractual Liability Limitations and Minimum and Deposit Premium Endorsement Apply. Terrorism is excluded unless coverage is purchased per the requirements of the Terrorism Risk Insurance Program Reauthorization Act of 2015. This list is for informational purposes only and does not intend to represent the entire list of forms and/or endorsements that may be attached to any policy issued as a result of this quotation.

CG2107-Excl. Access/Disclosure of Confidential/Personal Info and Data-Related Liability Limited Bodily Injury Exception Not Included; MGL1319 Excl Unmanned Aircraft; MEIL1225 Changes - Civil Union; MEGL0172 Products-Completed Ops included in General Agg; MEGL0217 Specified/Designated Premises/Project Limitation; MEGL0024 Exclusion - Assault or Battery; MEGL0026 Liquor Liability Exclusion Amended; MEGL1616 Exclusion-Entertainers, Participants and Equipment; MEGL1639 Exclusion - Aircraft and Hot Air Balloon Rides, Demonstrations and Shows; MEGL1397 Exclusion - Aircraft, Auto and Watercraft; MEGL0211 Exclusion All-Terrain Vehicles, Snowmobiles and Other Off-Road Vehicles MEGL0023 Animal Exclusion; MEGL1649 Exclusion - Unscheduled Amusement Devices and Rides; MEGL1613 Fireworks, Pyrotechnicians and Flashboxes Exclusion; MEGL0103 Limitation - Contractor or Subcontractor Management.

CG2109 Exclusion – Unmanned Aircraft; MEIL1225 Changes - Civil Union; MEGL1636 – Exclusion Employer's Liability And Bodily Injury to Contractors or Subcontractors in Designated States.

This Premium is 100% Earned

The Policy Fee is 100% Earned

The Term quoted is: Manual

Base Premium:	\$415.00
Policy Fee:	\$50.00
Surplus Lines Tax:	\$18.60
Stamping Fee:	\$1.16
MWUA Policy Fee:	\$13.95
Total:	<u>\$498.71</u>
Your Commission:	\$41.50

Comments:

Premium quoted includes charge for additional insured. Coverage parts can not be added midterm to a monoline or package policy. Essex Insurance Company's name will change to Evanston Insurance Company effective 7/01/2016. There is no change in ownership as this is only a change in the name. MPIL1083 US Treasury Department's OFAC Advisory Notice to Policyholders applies. MIL1214 – Trade or Economic Sanctions applies. Mailing and location address required to bind

NOTE: This insurance policy is issued pursuant to Mississippi law covering surplus lines insurance. The company issuing the policy is not licensed by the State of Mississippi, but is authorized to do business in Mississippi as a nonadmitted company. The policy is not protected by the Mississippi Insurance Guaranty Association in the event of the insurer's insolvency.

Please call our office to bind coverage. Coverage can be bound only when a TAPCO Binder Number has been assigned by a Company Underwriter at TAPCO.

TAPCO accepts Visa, MasterCard, Discover, and electronic (ACH) checks.

The application must be signed by the producing agent on the account.

Please review the quotation carefully as terms and conditions of coverage quoted may differ from those requested. All applications to be completed have been attached to this account. Please note should any additional information/application be needed, it will be requested at the time of binding or issuance.

Any binder subsequent to this quote will be strictly per the coverages, limits, and conditions outlined above. Any revisions or updates to these terms can only be effected by a REPLACEMENT quote, prior to binding, from TAPCO. Discussions with any TAPCO underwriting staff, verbal or written, WILL NOT revise or update the terms of this quote unless a TAPCO replacement quote is received by your office.

Quote valid for 30 days.



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

AGENDA ITEM DEPT.: Community Dev-Planning
AGENDA DATE: October 2, 2018
PAGE: Page 1 of 10

SUBJECT:

Discussion and Consideration of PP 18-10 a request for Preliminary Plat approval for subdividing 21.66-acre parcel into 2 lots located +/-400' southeast of the intersection of Pat Station Road and MS Hwy 12 in a R-1 zone with the parcel number 117-25-021.00.

SUMMARY:

The applicant York Development, LLC is requesting Preliminary Plat approval for subdividing a 21.66-acre parcel into 2 lots. The proposed subdivision is named "The Row". The proposed subdivision is located +/- 400' southeast of the intersection of Pat Station Road and MS Hwy 12 in an R-1 zone. The applicant is also requesting to rezone the property from R-1 to R-5 and C-2. The preliminary plat boundary lines will also serve as the boundary lines for the proposed rezoning. On September 11, 2018, the Planning and Zoning Commission voted 7-0 to recommend approval of the Preliminary Plat with the following Recommended Conditions:

Recommended Conditions by the Planning and Zoning Commission:

1. The preliminary plat shall meet the minimum standards for the State of Mississippi, as required by §17-1-23 and §17-1-25 of the Mississippi Code of 1972, as amended.
2. The preliminary plat shall meet the minimum requirements for C-2 and R-5 zoning dimensions.
3. Approval of the preliminary plat shall be tentative, pending the submission of the final plat, as specified in Appendix B, Article IV, Section 3 of the City of Starkville's Code of Ordinances.
4. Approval of the preliminary plat shall be valid for one year, per Appendix B, Article III, Section 2(6)(b) of the City of Starkville's Code of Ordinances.
5. Applicant shall prepare and submit infrastructure plans in accordance with Appendix B, Article III, Sections 3 & 4 of the City of Starkville's Code of Ordinances.
6. When infrastructure plans have been approved for construction, a pre-construction conference shall be held with appropriate City staff prior to the commencement of any construction activities at the site.
7. All public utilities shall be in place and any non-conforming conditions noted during final inspection shall be corrected prior to placement on the Planning & Zoning Commission agenda.
8. When a final plat is submitted for review by the City's Development Review Committee, all required improvements must be complete and the applicant shall provide "as-built" drawings of all infrastructure improvements (water, sewer, storm drainage, roadways, sidewalks, etc.) in "AutoCAD" format as well as a paper copy that is signed and sealed by a licensed professional engineer, indicating that the improvements were installed under his/her responsible direction and that the improvements conform to the approved construction plans, specifications and the City's ordinances.
9. A final plat review and approval shall be required prior to the recording of the plat at the Office of the Oktibbeha County Chancery Clerk.

REQUESTING

DEPARTMENT: Community Development

DIRECTOR'S

AUTHORIZATION: Mayor Lynn Spruill

FOR MORE INFORMATION CONTACT:

Daniel Havelin @ 662-323-2525 ext 3136

Emily Corban @ 662-323-2525 ext 3138

SUGGESTED MOTION:

Move approval of PP 18-10 Preliminary Plat for "The Row" subdivision with conditions.



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: PP 18-10 Request for Preliminary Plat approval for subdividing 21.66-acre parcel into 2 lots located +/-400' southeast of the intersection of Pat Station Road and MS Hwy 12 in an R-1 zone with the parcel number 117-25-021.00.
Date: September 11, 2018

The purpose of this report is to provide information regarding the request by York Development, LLC for Preliminary Plat approval for subdividing a 21.66-acre parcel into 2 lots. The proposed subdivision is named "The Row". The proposed subdivision is located +/-400' southeast of the intersection of Pat Station Road and MS Hwy 12 in an R-1 zone. The applicant is also requesting to rezone the property from R-1 to R-5 and C-2. The preliminary plat boundary lines will also serve as the boundary lines for the proposed rezoning. Please see attachments 1-3.

Below is information pertaining to the proposed zoning of C-2 general business zoning and R-5 Multifamily

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

These [C-2 general business] districts are intended to be composed of the wide range of commercial goods and services to support community needs. Under special conditions some light industrial and distribution uses are also permitted. Usually located along arterial streets or near the intersection of two or more arterials, these districts are usually large and within convenient driving distance of the entire community. The district regulations provide for certain minimum yard and area standards to be met to assure adequate open space and compatibility with surrounding districts. [The following regulations apply in the C-2 districts:]

- 1. See chart for uses permitted.*
- 2. See chart for uses which may be permitted as an exception.*
- 3. Minimum lot size: It is the intent of this ordinance that lots of sufficient size be used for any business or service use and to provide adequate parking and loading space in addition to the space required for the other normal operations of the business or service.*
- 4. Minimum yard size: Front, 20 feet; rear, 20 feet; side, a total of 20 feet, but one side shall be sufficient in width to provide vehicular access to the rear. On any lot [in] which the side lot line adjoins a residential district, the side yard on that side shall not be less than required by the residential district.*
- 5. Maximum height of building or structures: 45 feet.*
- 6. Off-street parking: One space for each 200 square feet of retail or office building area. See article VIII of this ordinance for requirements for other uses.*
- 7. Off-street loading and unloading: The required rear or side yard may be used for loading and unloading.*
- 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. 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.*
9. *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 on no longer than 12 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.*

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.*

PLAT PROPOSAL:

General Information

The subdivision has a gross acreage of +/- 21.66 acres with a total of 2 lots. The applicant will submit infrastructure plans to the Development Review Committee upon approval of Preliminary Plat. A copy of the proposed covenants that includes sections for common area and storm water facilities maintenance, as well as the City's standard hold-harmless indemnification clause required by the City Attorney shall be submitted prior to application for Final Plat.

Easements and Dedications

All easements are provided on the Preliminary Plat. All proposed roadway dedications are shown on the plat. The applicant shall contact The County for review and approval of the proposed road name. The Applicant shall meet the requirements of the electrical service provider, Starkville Utilities. The Applicant shall meet the requirements of the potable water and sanitary sewer utility services provider, Starkville Utilities.

Findings and Comments

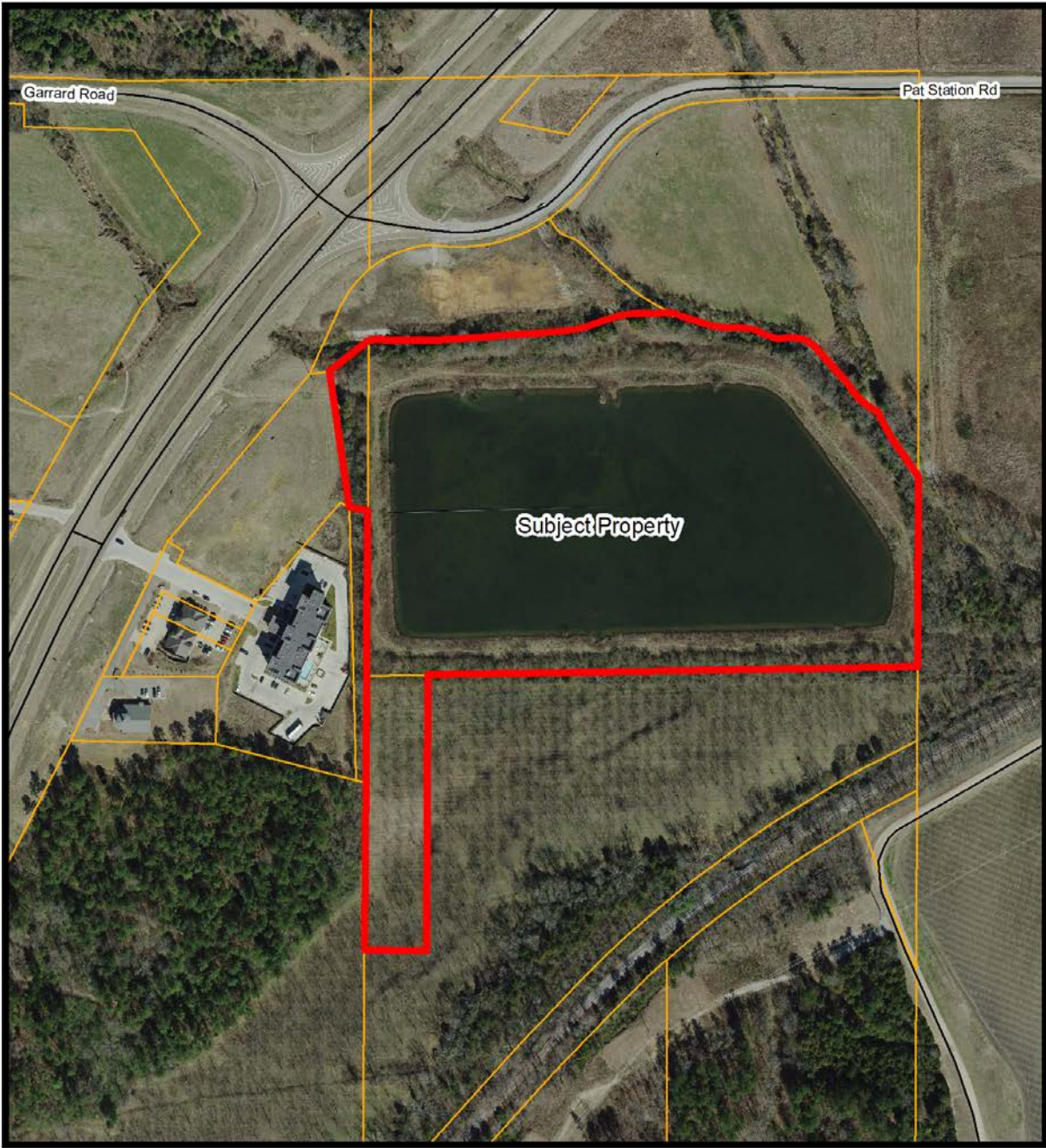
The preliminary plat is a Class "C" survey prepared by a professional licensed by the Mississippi Board of Licensure for Professional Engineers and Surveyors and meets the minimum standards for the State of Mississippi, as required by §17-1-23 and §17-1-25 of the Mississippi Code Annotated (1972), as amended. The applicant shall provide documentation that the subject area is not part of a previously platted subdivision. If it is a part of a previously platted subdivision, the applicant shall provide names of the persons to be adversely affected thereby or directly interested therein and provided written proof from each party agreeing to the alteration.

REQUESTED CONDITIONS:

1. The preliminary plat shall meet the minimum standards for the State of Mississippi, as required by §17-1-23 and §17-1-25 of the Mississippi Code of 1972, as amended.
2. The preliminary plat shall meet the minimum requirements for C-2 and R-5 zoning dimensions.

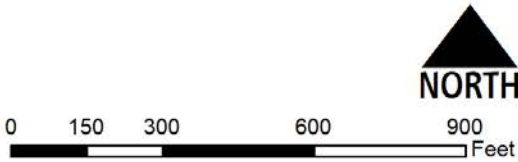
3. Approval of the preliminary plat shall be tentative, pending the submission of the final plat, as specified in Appendix B, Article IV, Section 3 of the City of Starkville's Code of Ordinances.
4. Approval of the preliminary plat shall be valid for one year, per Appendix B, Article III, Section 2(6)(b) of the City of Starkville's Code of Ordinances.
5. Applicant shall prepare and submit infrastructure plans in accordance with Appendix B, Article III, Sections 3 & 4 of the City of Starkville's Code of Ordinances.
6. When infrastructure plans have been approved for construction, a pre-construction conference shall be held with appropriate City staff prior to the commencement of any construction activities at the site.
7. All public utilities shall be in place and any non-conforming conditions noted during final inspection shall be corrected prior to placement on the Planning & Zoning Commission agenda.
8. When a final plat is submitted for review by the City's Development Review Committee, all required improvements must be complete and the applicant shall provide "as-built" drawings of all infrastructure improvements (water, sewer, storm drainage, roadways, sidewalks, etc.) in "AutoCAD" format as well as a paper copy that is signed and sealed by a licensed professional engineer, indicating that the improvements were installed under his/her responsible direction and that the improvements conform to the approved construction plans, specifications and the City's ordinances.
9. A final plat review and approval shall be required prior to the recording of the plat at the Office of the Oktibbeha County Chancery Clerk.

Attachment 1
PP 18-10- Aerial

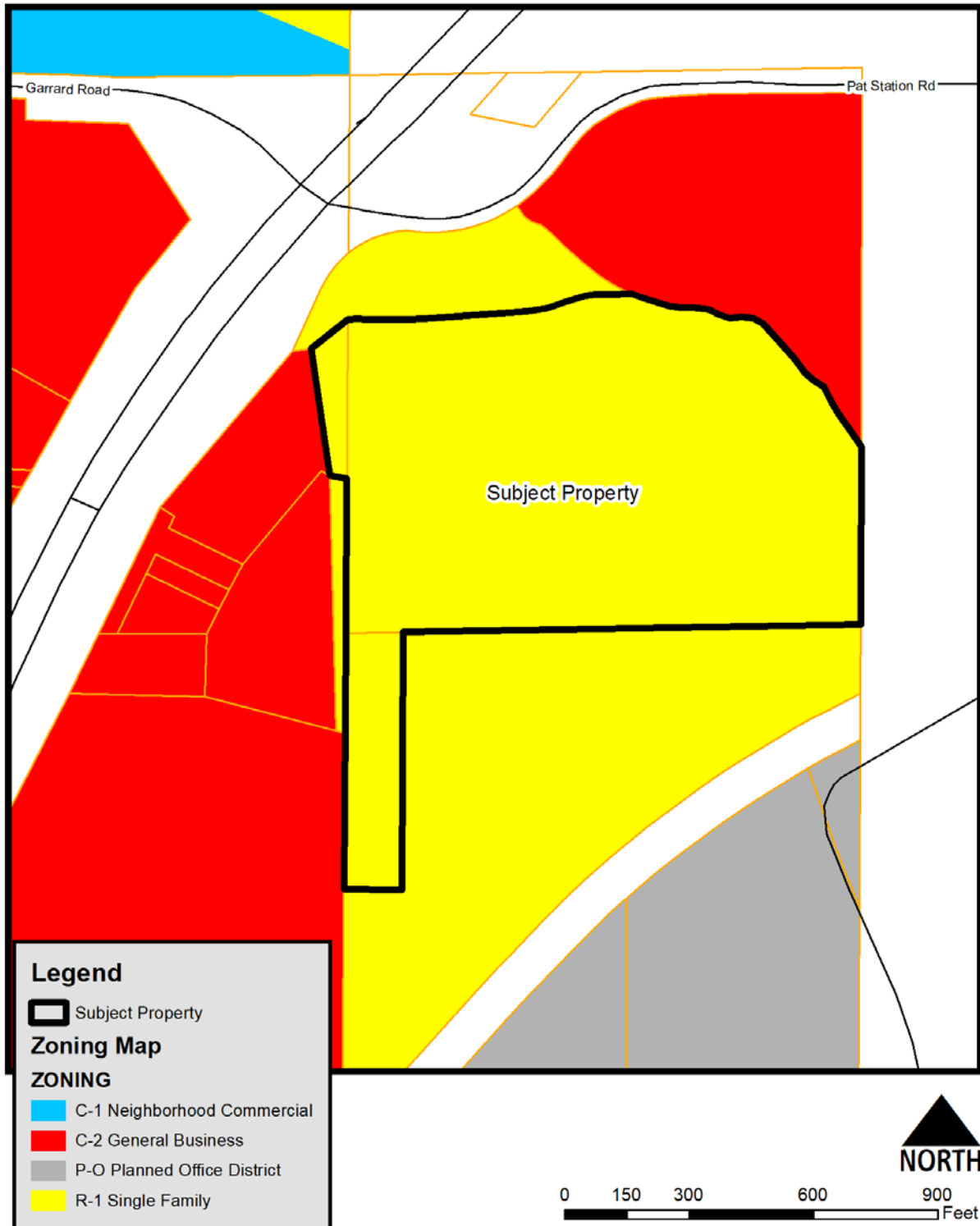


Legend

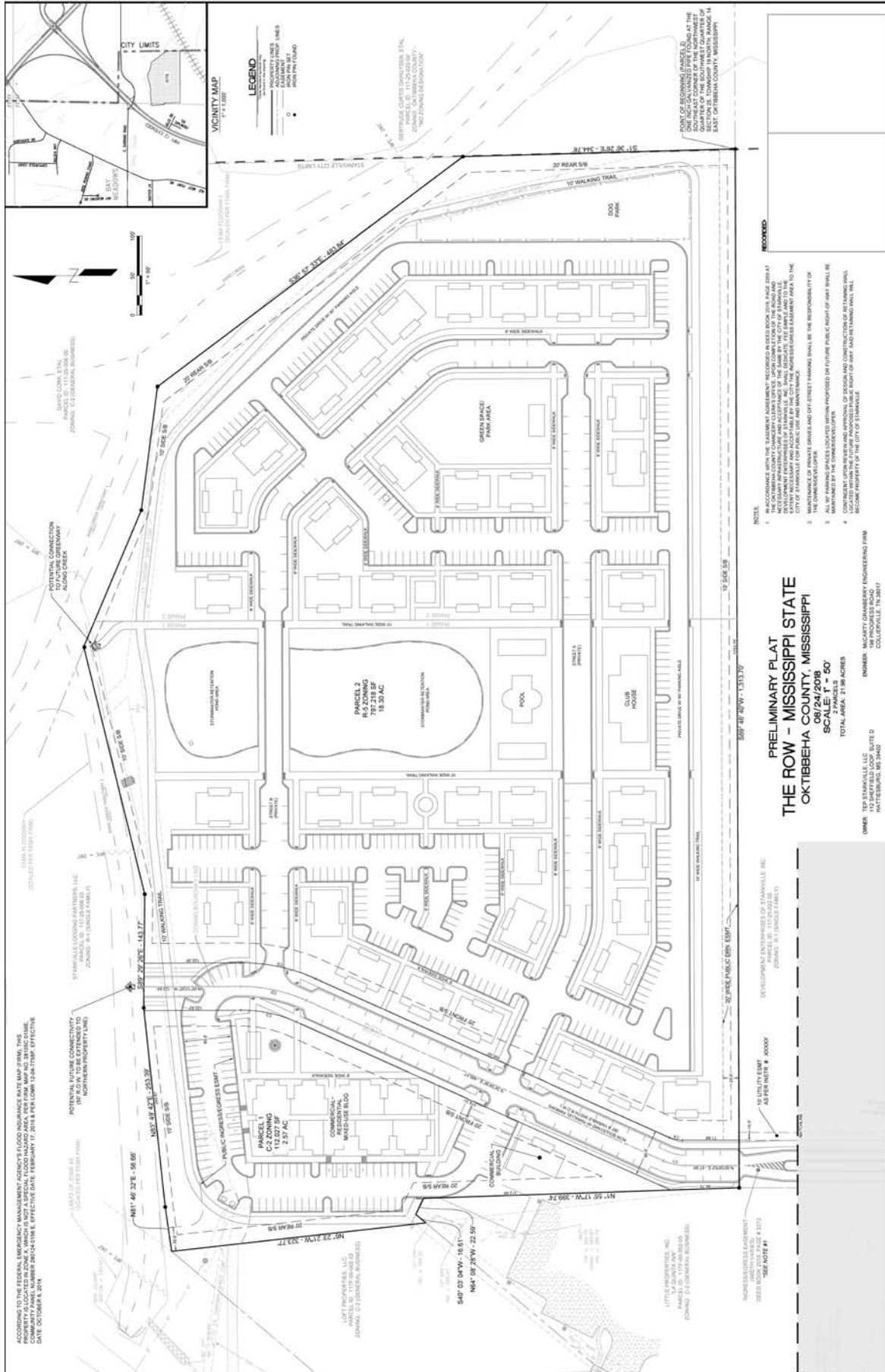
 Subject Property

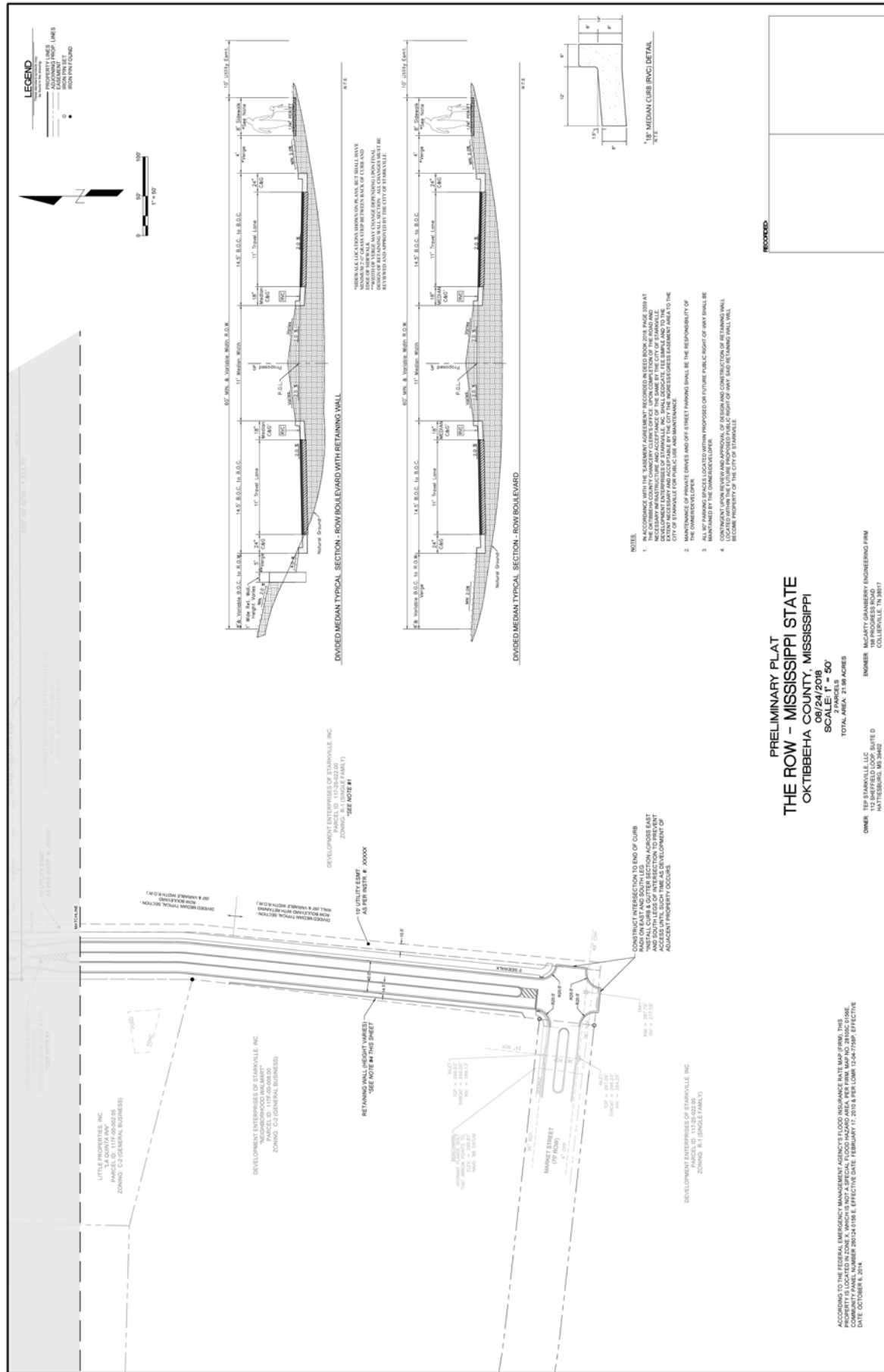


Attachment 2
PP 18-10- Zoning



Attachment 3





BEING A 21.65 ACRE (MORE OR LESS) PARCEL OF LAND LOCATED IN SECTION 25, TOWNSHIP 18 NORTH, RANGE 14 EAST, OKTIBBEHA COUNTY, MISSISSIPPI AND AS SHOWN ON A SURVEY BY PEPPER SURVEYING AND MAPPING, LLC AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: TO-WIT:

[illegible]

ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY'S FLOOD INSURANCE RATE MAP (FIRM), THIS PROPERTY IS LOCATED IN ZONE X, WHICH IS NOT A SPECIAL FLOOD HAZARD AREA. PER FIRM, MAP NO. 28105C 01ME, COMMUNITY PANEL NUMBER 260124 0158 E, EFFECTIVE DATE: FEBRUARY 17, 2010 & PER LOAR 12-04-77ABP, EFFECTIVE DATE: OCTOBER 31, 2014.

2 PARCELS
TOTAL AREA: 21.90 ACRES

OWNER: TEP STAINVILLE, LLC
112 SHEFFIELD LOOP, SUITE D
HATTIESBURG, MS 39402

1. IN ACCORDANCE WITH THE "EASEMENT AGREEMENT" RECORDED IN DEED BOOK 2018, PAGE 3559 AT THE OKTIBBEHA COUNTY CHANCERY CLERK'S OFFICE UPON COMPLETION OF THE ROAD AND NECESSARY INFRASTRUCTURE AND ACCEPTANCE OF THE SAME BY THE CITY OF STARBUCKLE DEVELOPMENT ENTERPRISES OF STARBUCKLE, INC. SHALL DEDICATE, FEE SIMPLE AND TO THE EXTENT NECESSARY AND ACCEPTABLE BY THE CITY THE INGRESS/EGRESS EASEMENT AREA TO THE CITY OF STARBUCKLE FOR PUBLIC USE AND MAINTENANCE.

- [illegible]

7. THERE IS AN EXISTING SEWER LINE THAT RUNS ALONG THE NORTH AND WEST PROPERTY BOUNDARIES. THE EXISTING SEWER LINE IS 12" IN DIAMETER. THE SEWER LINE SHALL BE 12" IN DIAMETER AND ALL SANITARY SEWER IMPROVEMENTS, LINES AND APPURTENANCES SHALL BE PROVIDED BY THE DEVELOPER IN ACCORDANCE WITH THE CITY OF STARKVILLE LAND DEVELOPMENT CODE AND IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS FOR THE CONSTRUCTION OF WATER AND SANITARY FACILITIES FOR THE PUBLIC WORKS DEPARTMENT OF STARKVILLE, MS.
8. THE DEVELOPER SHALL BEAR THE COST OF UNWASTEWATER IMPROVEMENTS DEVELOPED FOR ANY AND ALL SANITARY SEWER LINES, FORCE MAINS, SEWER SHEDS, AND SANITARY SEWER LINES UP TO A MAXIMUM DEPTH OF 10 FEET IN DIAMETER.
9. SIZES OF SANITARY SEWER LINES SHALL BE DETERMINED AT THE TIME THE PRELIMINARY SUBDIVISION PLAN OR INDIVIDUAL LOTS ARE SUBMITTED FOR REVIEW AND APPROVAL.
10. APPROVAL FROM ALL APPROPRIATE STATE AGENCIES FOR SANITARY SEWER IS REQUIRED.

- ## WATER SUPPLY

1. WATER IS CURRENTLY PROVIDED IN THE NORTHWEST CORNER OF THE PROPERTY.
2. ALL WATER MAIN LINES, SERVICES, AND APPURTENANCES SHALL BE PROVIDED BY THE DEVELOPER AND IN ACCORDANCE WITH THE CITY OF STANFORDVILLE LAND DEVELOPMENT CODE IN ACCORDANCE WITH THE STANDARD SPECIFICATIONS FOR CONSTRUCTION OF WATER AND SEWER FACILITIES SET FORTH BY THE PUBLIC WORKS DEPARTMENT OF STANFORDVILLE.
3. ALL WATER LINES WHEN USED FOR FIRE PROTECTION, SHALL MEET THE CITY OF STANFORDVILLE FIRE DEPARTMENT REQUIREMENTS AND STANDARDS AS SET FORTH IN THE LATEST VERSION OF THE INTERNATIONAL FIRE CODE OR AS REQUIRED BY THE CITY OF STANFORDVILLE.
4. A MASTER METER SHALL BE SET AT THE PROPOSED RIGHT OF WAY AND ALL RESIDENTIAL WATER LINES SHALL BE OWNED AND MAINTAINED BY THE DEVELOPMENT OWNER'S PROPERTY MANAGEMENT COMPANY.

[illegible]

- [1] ONE SIDE SHALL BE SUFFICIENT IN WIDTH TO PROVIDE VEHICULAR ACCESS TO THE REAR
[2] LOTS OF SUFFICIENT SIZE SHALL BE REQUIRED FOR ANY BUSINESS OR SERVICE USE AND TO PROVIDE ADEQUATE PARKING AND LOADING SPACE IN ADDITION TO THE SPACE REQUIRED FOR THE OTHER NORMAL OPERATIONS OF THE BUSINESS OR SERVICE
[3] SINGLE FAMILY AND MULTIFAMILY DWELLING OF LESS THAN EIGHT UNITS
[4] TOWNHOUSE DWELLING
[5] MULTIFAMILY DWELLING OF EIGHT UNITS OR MORE

Preliminary Engineering Certificate

I, _____, hereby certify that this preliminary plat correctly represents a survey completed by me or under my supervision on _____, 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.

Witness my hand and signature on this, the _____ day of _____, 20____.

John Grantberry, P.E.
License # 18804

REFERENCES



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

AGENDA ITEM DEPT.: Community Dev.- Planning
AGENDA DATE: October 2, 2018
PAGE: Page 1 of 7

SUBJECT:

Discussion and Consideration of VA 18-09 a request by Game Day Retreats LLC for Variance relief from front setback requirements located at 624 South Montgomery Street in an R-3 zone with the property #102H-00-192.00

AMOUNT & SOURCE OF FUNDING

N/A

FISCAL NOTE:

N/A

AUTHORIZATION HISTORY:

The applicant Game Day Retreats LLC is requesting to reduce the front setback requirements along South Montgomery Street for Phase II of the Sundance Condominium project. The request is to reduce the front setback from 25' to 20'. The proposed setback of 20' would be greater than the 10' setback of the existing property to the south (Windermere Condominiums). On December 1, 2017 the Board of Aldermen approved a variance for a reduction in amount of parking required. On September 26, 2018, the Board of Adjustments and Appeals voted 4-0 to recommend approval of this request.

REQUESTING

DEPARTMENT: Community Development

DIRECTOR'S

AUTHORIZATION: Mayor Lynn Spruill

FOR MORE INFORMATION CONTACT:

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

SUGGESTED MOTION:

Move approval of VA 18-09 a request by Game Day Retreats LLC for Variance relief from front setback requirements located at 624 South Montgomery Street in an R-3 zone with the property #102H-00-192.



THE CITY OF STARKVILLE
PLANNING DEPARTMENT
BOARD OF ADJUSTMENTS & APPEALS
CITY HALL, 110 WEST MAIN STREET
STARKVILLE, MISSISSIPPI 39759

STAFF REPORT

To: Members of the Board of Adjustments & Appeals

From: Daniel Havelin, City Planner (662-323-2525 ext. 3136)
Emily Corban, Assistant City Planner (662-323-2525 ext. 3138)

Subject: VA 18-09 Request by Game Day Retreats LLC for Variance relief from front setback requirements located at 624 South Montgomery Street in an R-3 zone with the property #102H-00-192.00

Date: September 26, 2018

The purpose of this report is to provide information regarding the Variance Request by John Hartlein on behalf of Game Day Retreats, LLC for front setback variance located at 624 South Montgomery Street in an R-3 zone with the property #102H-00-192.00. Please see attachments 1- 3.

PROPOSED USE & BACKGROUND:

This request is to reduce the front setback requirements along South Montgomery Street for Phase II of the Sundance Condominium project. The request is to reduce the front setback from 25' to 20'. The proposed setback of 20' would be greater than the 10' setback of the existing property to the south (Windermere Condominiums). On December 1, 2015 the Board of Aldermen approved a variance for a reduction in amount of parking required. If the request for Variance is recommended for approval, the applicant's request will be heard by the Board of Aldermen at the October 2, 2018 meeting.

NOTIFICATION:

32 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 September 11, 2018 and a placard was posted on the property concurrent with publication of the notice. As of this date, the Planning Office has received one phone call inquiring about this request.

VARIANCE REQUESTS FROM:

***APPENDIX A- ZONING, ARTICLE VII. - DISTRICT REGULATIONS, SEC. E. R-3
RESIDENTIAL ZONING REGULATIONS, 3(F)***

Sec. E. - R-3 residential zoning regulations.

These [R-3 residential] districts are intended to be composed mainly of multifamily residential properties, with single-family and duplex properties permitted. Under special conditions, mobile home subdivisions and mobile home parks are also permitted. Appropriate neighborhood supporting facilities are provided for and the district's open residential character is protected by requiring certain minimum yard and area standards. [The following regulations apply to R-3 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, one-family dwelling: 5,000 square feet.
 - (b) Minimum lot area, duplex dwelling: 7,000 square feet.
 - (c) Minimum lot area, triplex dwelling: 9,000 square feet.
 - (d) Minimum lot area, fourplex dwelling: 11,000 square feet.
 - (e) Minimum lot width at the building line:
One-family dwelling: 50 feet.
Duplex, triplex or fourplex: 70 feet.
 - (f) Minimum depth of front yard: 25 feet.
 - (g) Minimum depth of rear yard: 20 feet.
 - (h) Minimum width of each side yard: Five feet.
 - (i) Maximum height of structure: 45 feet.
4. Off-street parking requirements: See article VIII of this ordinance for requirements for other uses.

VARIANCE REQUEST REQUIREMENTS:

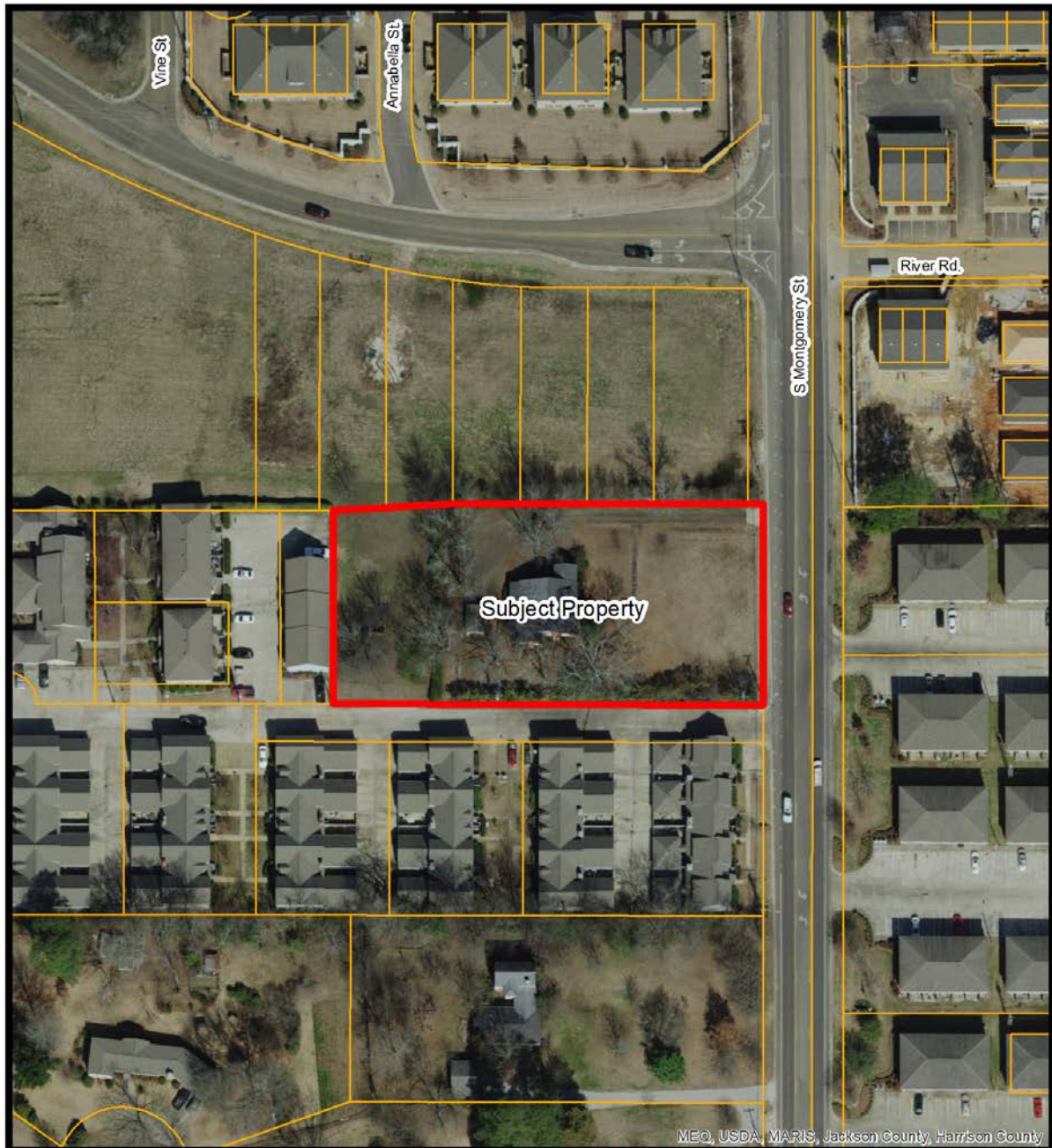
Appendix A, Article VI, Section K outlines four conditions a Variance request needs to meet:

To authorize an appeal in specific cases such variance from the terms of this ordinance [may be issued] as will not be contrary to the public interest where, owing to special conditions, a literal enforcement of the provisions of this ordinance would result in unnecessary hardship. A variance from the terms of this ordinance shall not be granted by the Board of Adjustments and Appeals unless and until a written application for a variance shall be submitted, demonstrating:

1. 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.
2. That literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance.
3. That the special conditions and circumstances have not resulted from the actions of the applicant.
4. That granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, structures or buildings in the same district. In granting any variance, the board of adjustments and appeals shall

have the authority to prescribe appropriate conditions and safeguards in conformity with this ordinance. Violation of such conditions and safeguards, when made a part of the terms under which the variance is granted, shall be deemed a violation of this ordinance. Under no circumstances shall the Board of Adjustments and Appeals grant a variance to permit a use other than a use permitted generally, or by special exception, in the district involved, nor shall a variance be granted to any use expressly or by implication prohibited by the terms of this ordinance in said district.

Attachment 1
VA 18-09 Aerial



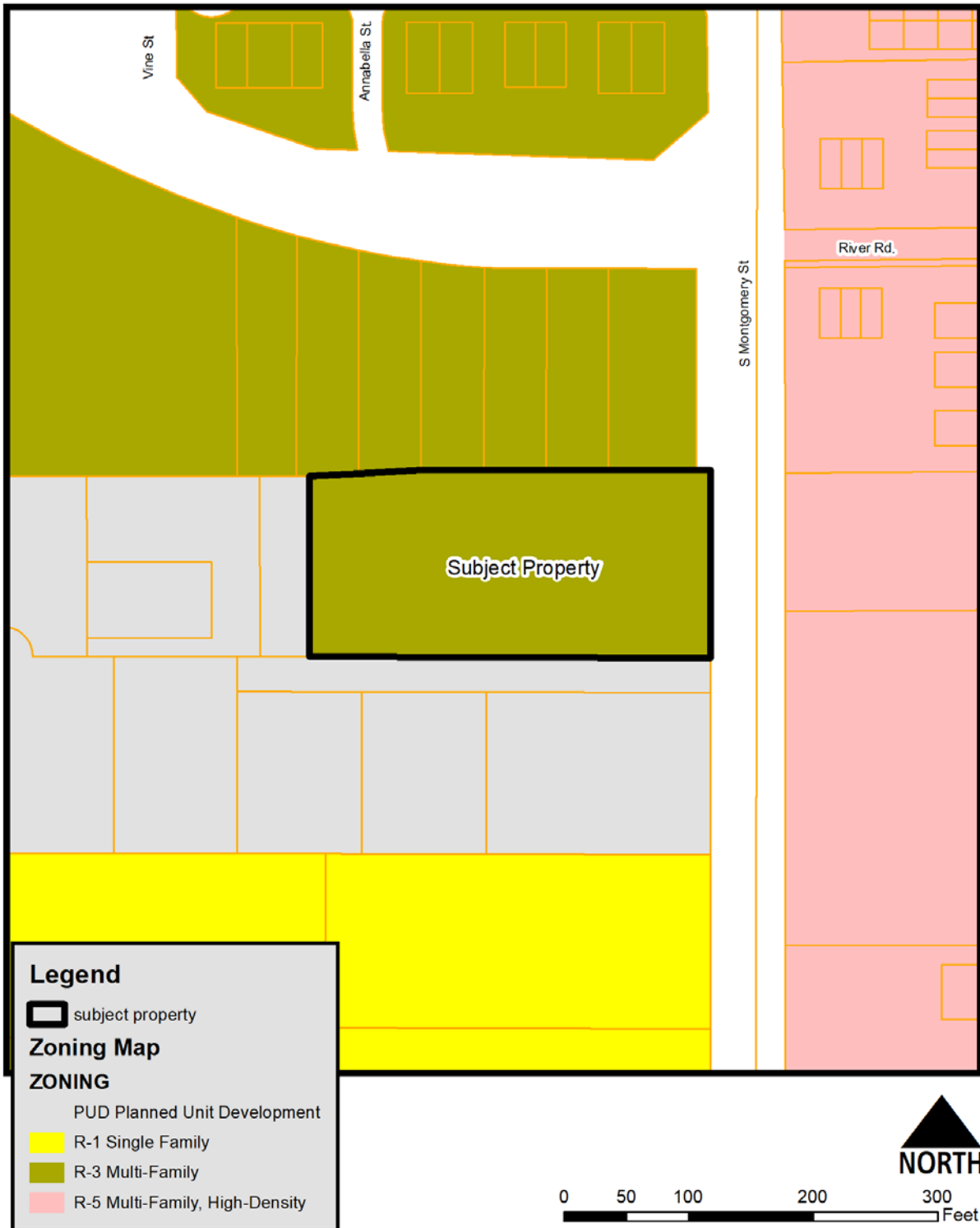
Legend

 subject property

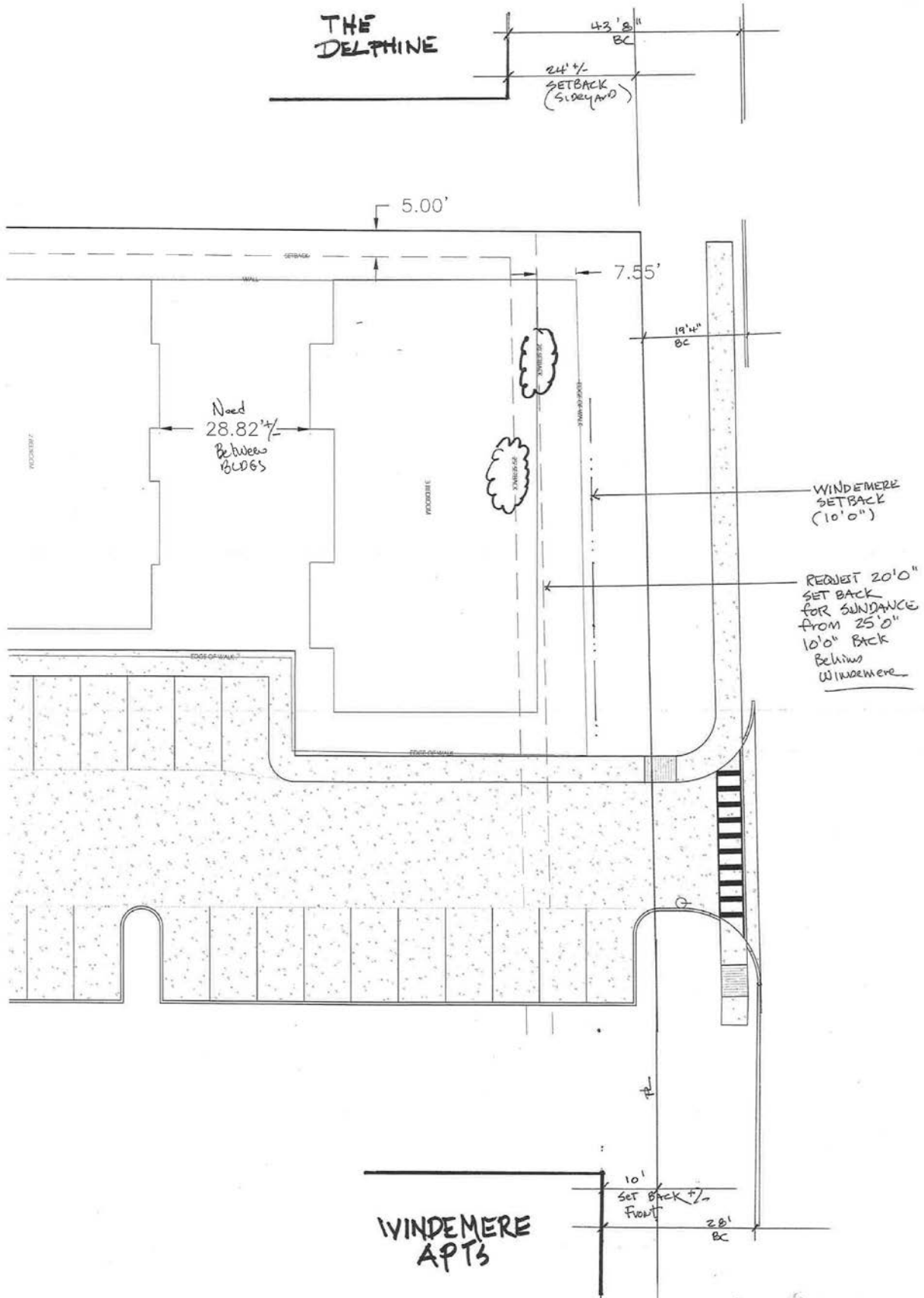
0 50 100 200 300
Feet



Attachment 2
VA 18-09 Zoning



Attachment 3- Site Plan





AGENDA ITEM DEPT.: Administration

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

AGENDA DATE: October 2, 2018

PAGE: 1 of 1

SUBJECT: Consideration of Calling for the approval of an amended annexation plan and directing Slaughter and Associates to proceed with an annexation ordinance.

AMOUNT & SOURCE OF FUNDING: N/A

FISCAL NOTE: N/A

AUTHORIZATION HISTORY: The board has considered the matter of annexation of surrounding areas by engaging Slaughter and Associates to explore the opportunities and best options for that expansion. The phase 2 of the expansion was presented in August and included areas to the east, west, north and south. The development of the area that is acceptable to a majority of the Board of Alderman is still in flux. The opportunity to hear any further information from Slaughter and Associates will allow the board to determine its course of action.

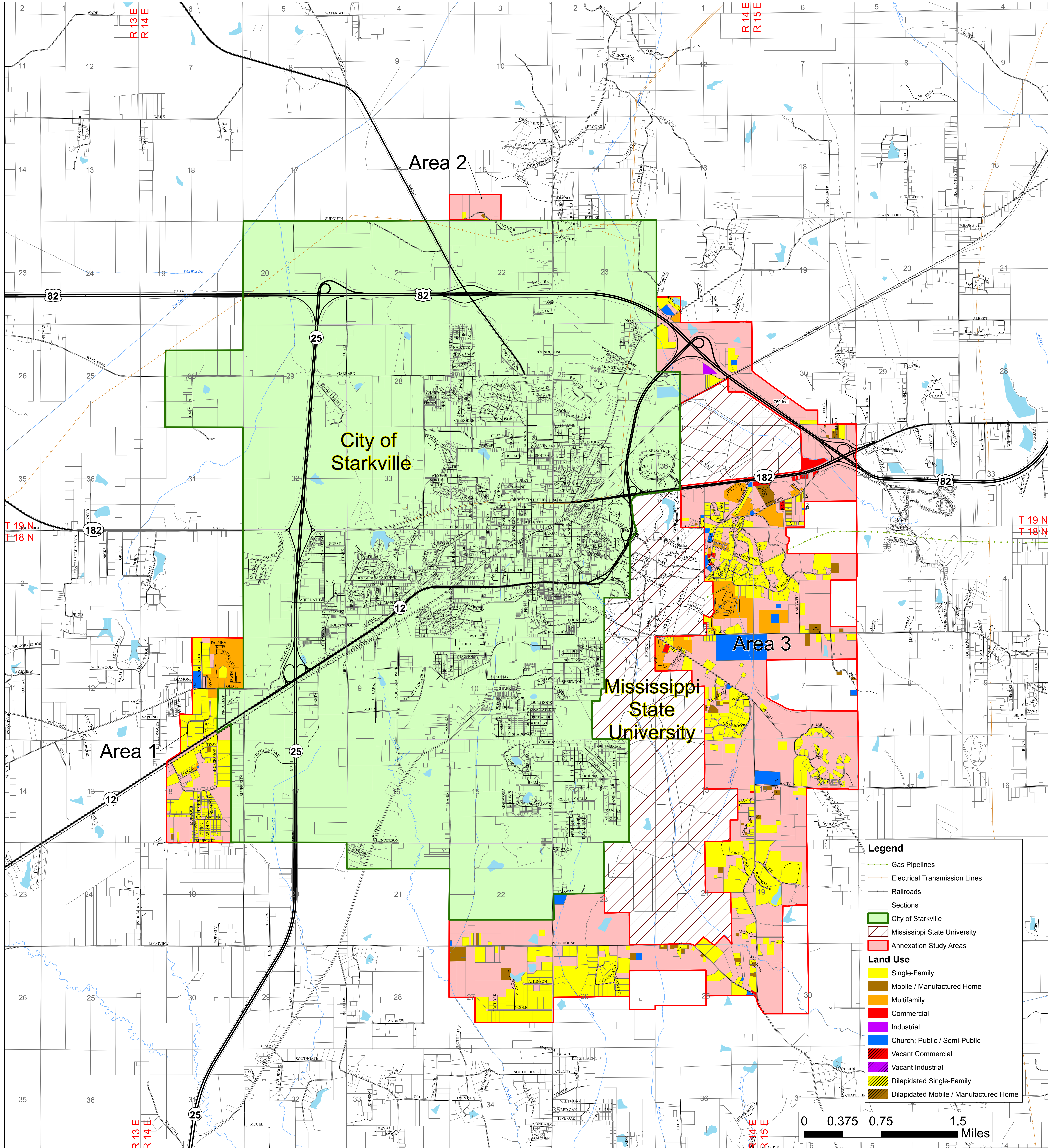
**REQUESTING
DEPARTMENT:** Administration

**DIRECTOR'S
AUTHORIZATION:** Mayor Lynn Spruill

FOR MORE INFORMATION CONTACT: Mayor Spruill, Mike Slaughter

SUGGESTED MOTION:

Move approval of Slaughter and Associates finalizing the amended annexation plan and proceeding with an annexation ordinance draft.



Base Map

Annexation Study Areas Alt. A

City of Starkville, Mississippi





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

AGENDA ITEM DEPT.: Engineering & Street
AGENDA DATE: 10.2.18
PAGE: 1

SUBJECT: Consideration of Rejection of the Sole Bid for the 2018 Roadway Base and Resurfacing Program - Project No. 18036 and Authorizing Readvertising for Bids in the Spring of 2019.

AMOUNT & SOURCE OF FUNDING

FISCAL NOTE:

AUTHORIZATION HISTORY:

REQUESTING

DEPARTMENT: Engineering Department

DIRECTOR'S

AUTHORIZATION: Edward Kemp

FOR MORE INFORMATION CONTACT: Edward Kemp

Bids were received on Thursday, September 20, 2018 at City Hall at 10am.
We received single bid from Site Masters Construction in an amount of \$241,872.59.

The engineering cost estimate for this project is approximately \$173,000.

A copy of the bid can be viewed in the City Clerk's office.

With only a single bidder and that bid coming in much higher than anticipated, it is recommended to re-bid this project in the Spring of 2019 when weather will be less of a concern and it may attract more competitive and numerous bids.

SUGGESTED MOTION: Move to reject the sole bid for the 2018 Roadway Base and Resurfacing Program - Project No. 18036 on grounds that the bid was the only bid received and was 40% over the City's cost estimate for the Project, and move that the City Engineer re-advertise for bids in the Spring of 2019 at a time that will bring the most competitive bids, and that the City Engineer present the lowest and best to the Starkville Board of Aldermen following the rebidding.



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

AGENDA ITEM DEPT.: Finance
AGENDA DATE 10/02/2018
PAGE: 1 of several

SUBJECT: Claims Docket

AMOUNT & SOURCE OF FUNDING: FY 2017 – 2018 Budget

FISCAL NOTE: Total Claims for the Claims Docket Ending September 26, 2018 is \$ 1,015,448.47
Of which the claims amount for Starkville Utilities is \$ 406,718.79

**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 September 26, 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.



City of Starkville, MS

Expense Approval Report

By Fund

Post Dates 09/17/2018 - 09/26/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 001 - GENERAL FUND					
Department: 000 - UNDESIGNATED					
Outstanding					
PETROLEUM EQUIPMENT SERVICE & REPAIR, INC.	1345	09/18/2018	SEPT 2018 MONTHLY TESTIN	001-000-053-206	4.00
PETROLEUM EQUIPMENT SERVICE & REPAIR, INC.	1345	09/18/2018	SEPT 2018 MONTHLY TESTIN	001-000-053-206	4.00
PETROLEUM EQUIPMENT SERVICE & REPAIR, INC.	1345	09/18/2018	SEPT 2018 MONTHLY TESTIN	001-000-053-206	10.00
PETROLEUM EQUIPMENT SERVICE & REPAIR, INC.	1345	09/18/2018	SEPT 2018 MONTHLY TESTIN	001-000-053-206	12.00
PETROLEUM EQUIPMENT SERVICE & REPAIR, INC.	1345	09/18/2018	SEPT 2018 MONTHLY TESTIN	001-000-054-205	24.00
Outstanding Total:					54.00
Paid					
KENDRA FITZHUGH	INV0027379	09/21/2018	OVERPAYMENT OF CASH BON	001-000-149-691	40.00
JOHNNY CALMESE	INV0027380	09/21/2018	REST. FROM B.ROBERSON/DKT#1332743	001-000-149-691	100.00
SHELIA POWELL	INV0027381	09/21/2018	OVERPAYMENT ON CASH BOND/DKT#1333871	001-000-149-691	80.75
JACQUERIA SCALES	INV0027378	09/21/2018	RESTITUTION FROM A. SMART/DKT#134121	001-000-149-691	100.00
CYNTHIA HUNT BAIL BONDIN	INV0027377	09/21/2018	REMISSION OF BOND ON T.HUBBARD/DKT#1311073	001-000-149-691	500.00
STARKVILLE DOWNTOWN BUSINESS ASSOCIATION	INV0027382	09/21/2018	AD VALOREM TAXES COLLECTED JULY 2018	001-000-200-084	432.98
Paid Total:					1,253.73
Department 000 - UNDESIGNATED Total:					1,307.73
Department: 100 - BOARD OF ALDERMEN					
Outstanding					
MML	INV0027421	09/25/2018	DAVID LITTLE REGISTRATION 10/29/18	001-100-610-350	25.00
Outstanding Total:					25.00
Department 100 - BOARD OF ALDERMEN Total:					25.00
Department: 110 - MUNICIPAL COURT					
Outstanding					
REYNOLDS/RENASANT INSURANCE AGENCY	918706	09/21/2018	POLICY AS2Z5129228018/QTRLY INSTALLMENT	001-110-620-370	1,014.50
CANON FINANCIAL SERVICES, INC	19217692	09/18/2018	QLA19783	001-110-604-330	179.25
CANON FINANCIAL SERVICES, INC	19217694	09/18/2018	SKA12799	001-110-604-330	123.59
PITNEY GLOBAL-LEASE	3307065391	09/19/2018	ACCT #0010390127 CITY HALL LEASE	001-110-604-330	48.46
UNIVERSITY SCREENPRINT	23780	09/21/2018	UNIFORMS FOR CITY HALL	001-110-501-200	249.90
Outstanding Total:					1,615.70
Department 110 - MUNICIPAL COURT Total:					1,615.70
Department: 120 - MAYORS OFFICE					
Outstanding					
PITNEY GLOBAL-LEASE	3307065391	09/19/2018	ACCT #0010390127 CITY HALL LEASE	001-120-604-330	48.47

Expense Approval Report

Post Dates: 09/17/2018 - 09/26/2018

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CADENCE VISA	15824	09/21/2018	INDIAN PRODUCT - MYC HONOR CORDS	001-120-600-340	151.25
Outstanding Total:					199.72
Department 120 - MAYORS OFFICE Total:					199.72
Department: 123 - IT					
Outstanding					
CANON FINANCIAL SERVICES, INC	19217696	09/21/2018	XUW04732	001-123-604-330	121.42
Outstanding Total:					121.42
Department 123 - IT Total:					121.42
Department: 145 - OTHER ADMINISTRATIVE					
Outstanding					
CANON FINANCIAL SERVICES, INC	19217694	09/18/2018	SKA12799	001-145-604-330	123.59
CANON FINANCIAL SERVICES, INC	19217697	09/21/2018	XUG04616	001-145-604-330	569.43
PITNEY GLOBAL-LEASE	3307065391	09/19/2018	ACCT #0010390127 CITY HALL LEASE	001-145-604-330	48.46
UNIVERSITY SCREENPRINT	23780	09/21/2018	UNIFORMS FOR CITY HALL	001-145-501-200	468.35
Outstanding Total:					1,209.83
Department 145 - OTHER ADMINISTRATIVE Total:					1,209.83
Department: 169 - LEGAL					
Outstanding					
JONES WALKER LLP	949693	09/21/2018	ANNUAL CONT. DISCLOSURE REPORT	001-169-600-309	3,432.00
MITCHELL, MCNUTT, & SAMS, P.A./ CITY ATTORNEY	359697	09/22/2018	LITIGATED MATTERS	001-169-600-312	1,490.44
MITCHELL, MCNUTT, & SAMS, P.A./ CITY ATTORNEY	359696	09/22/2018	GENERAL MATTERS	001-169-600-302	14,674.34
STARKVILLE DAILY NEWS	INV0027422	09/26/2018	ADVERTISEMENT	001-169-615-342	1,749.22
STARKVILLE DAILY NEWS	INV0027422	09/26/2018	ADVERTISEMENT	001-169-615-342	436.40
Outstanding Total:					21,782.40
Department 169 - LEGAL Total:					21,782.40
Department: 180 - HUMAN RESOURCES					
Outstanding					
CLINIC AT ELM LAKE, THE	21895	09/17/2018	D.DANIEL DRUG TEST	001-180-600-320	30.00
CLINIC AT ELM LAKE, THE	21918	09/17/2018	R. CLEMONS, L.THOMPSON	001-180-600-320	60.00
CLINIC AT ELM LAKE, THE	21932	09/17/2018	N. BEAN DRUG TEST	001-180-600-320	30.00
CANON FINANCIAL SERVICES, INC	19217696	09/21/2018	XUW04732	001-180-604-330	121.42
PITNEY GLOBAL-LEASE	3307065391	09/19/2018	ACCT #0010390127 CITY HALL LEASE	001-180-604-330	48.47
UNIVERSITY SCREENPRINT	23780	09/21/2018	UNIFORMS FOR CITY HALL	001-180-501-200	365.90
SULLIVAN'S OFFICE SUPPLY, INC.	38210	09/26/2018	FILE FOLDERS, STICKY NOTES, PENS	001-180-501-200	59.77
SULLIVAN'S OFFICE SUPPLY, INC.	38315	09/26/2018	FOLDER, CORRECTION TAPE, PEN	001-180-501-200	51.15
SULLIVAN'S OFFICE SUPPLY, INC.	38348	09/25/2018	HARDCOVER NOTEBOOKS, PENS, LINEN PAPER	001-180-501-200	51.42
Outstanding Total:					818.13
Department 180 - HUMAN RESOURCES Total:					818.13
Department: 190 - CITY PLANNER					
Outstanding					
CADENCE VISA	5GMQO-Z4A16-9N4	09/19/2018	AMAZON-250 BUSINESS CARDS FOR E.BUSBY	001-190-691-550	37.99
CADENCE VISA	INV0027406	09/21/2018	KROGER -COKES, SPRITES, DIET COKE-PLANNING DEPT	001-190-691-550	19.96

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
REYNOLDS/RENASANT INSURANCE AGENCY	918706	09/21/2018	POLICY AS2Z5129228018/QTRLY INSTALLMENT	001-190-620-370	549.58
PARRISH TOWING SERVICE	3145278	09/19/2018	TOWING FOR PRIUS AFTER ACCIDENT	001-190-630-360	235.00
CADENCE VISA	INV0027405	09/21/2018	KROGER - BOTTLED WATER - PLANNING DEPT	001-190-691-550	10.00
PITNEY GLOBAL-LEASE	3307065391	09/19/2018	ACCT #0010390127 CITY HALL LEASE	001-190-604-330	48.46
STARKVILLE GLASS & PAINT	38022	09/17/2018	FOLDERS, ENVELOPES, POST ITS, BINDER, PENS,	001-190-501-200	135.62
PETROLEUM EQUIPMENT SERVICE & REPAIR, INC.	1345	09/18/2018	SEPT 2018 MONTHLY TESTIN	001-190-525-231	6.00
AICP, APA MS TREASURER	INV0027317	09/19/2018	CONF. REGIST/M. BROOKS & C. SMITH	001-190-600-310	100.00
CADENCE VISA	7995	09/21/2018	PLOTTER PAPER DIRECT/INKJET VELLUM	001-190-501-200	44.00
REYNOLDS/RENASANT INSURANCE AGENCY	928513	09/25/2018	ERIK BUSBY	001-190-691-550	175.00
ERIK BUSBY	INV0027410	09/21/2018	CONTRACT LABOR/09/17/18- 09/21/2018/CD RESEARCHER	001-190-600-300	340.00
ERIK BUSBY	INV0027418	09/25/2018	9/17/18-9/21/18	001-190-600-300	340.00
GOLDEN TRIANGLE	1027092018	09/21/2018	NEW ADDRESSING/BOAT MEETING, TRAVEL EXPENSE	001-190-600-300	531.71
PLANNING & DEVELOPM					
STARKVILLE DAILY NEWS	INV0027422	09/26/2018	ADVERTISEMENT	001-190-604-330	150.96
STARKVILLE DAILY NEWS	INV0027422	09/26/2018	ADVERTISEMENT	001-190-604-330	463.50
Outstanding Total:					3,187.78
Department 190 - CITY PLANNER Total:					3,187.78

Department: 192 - GENERAL GOVERN BLDG & PLANT

Outstanding

MS FIRE SERVICE	215359068	09/19/2018	CITY HALL 09.18.18	001-192-510-220	25.07
INSTRUCTOR'S ASSOCIATION					
BRISLIN, INC	181271	09/25/2018	REPAIR COMPUTER SERVER UNIT	001-192-600-338	169.50
Outstanding Total:					194.57
Department 192 - GENERAL GOVERN BLDG & PLANT Total:					194.57

Department: 195 - TRANSFERS TO OTHER AGENCIES

Outstanding

OKT COUNTY	INV0027417	09/22/2018	LINK DUES	001-195-951-967	15,000.00
Outstanding Total:					15,000.00
Department 195 - TRANSFERS TO OTHER AGENCIES Total:					15,000.00

Department: 197 - ENGINEERING

Outstanding

CODY BURNETT	10358	09/21/2018	REIMB. LOWE'S PURCHASE- 3 TAPE MEASURES	001-197-501-200	30.97
REYNOLDS/RENASANT INSURANCE AGENCY	918706	09/21/2018	POLICY AS2Z5129228018/QTRLY INSTALLMENT	001-197-620-370	338.12
PITNEY GLOBAL-LEASE	3307065391	09/19/2018	ACCT #0010390127 CITY HALL LEASE	001-197-604-330	48.47
CADENCE VISA	11094329	09/17/2018	SCHOOL OUTFITTERS/WIRE BIN ROLL 20 COMPARTMENT	001-197-501-200	68.77
MS ENGINEERING SOCIETY	INV0027412	09/21/2018	MES ANNUAL DUES	001-197-690-555	120.00
PETROLEUM EQUIPMENT SERVICE & REPAIR, INC.	1345	09/18/2018	SEPT 2018 MONTHLY TESTIN	001-197-525-231	2.00
CADENCE VISA	INV0027408	09/21/2018	AMAZON-ELECTRICAL BOOK, BOOKCASE, SUPPLIES	001-197-501-200	222.31
CADENCE VISA	INV0027408	09/21/2018	AMAZON-ELECTRICAL BOOK, BOOKCASE, SUPPLIES	001-197-630-400	229.99
CADENCE VISA	INV0027408	09/21/2018	AMAZON-ELECTRICAL BOOK, BOOKCASE, SUPPLIES	001-197-690-553	19.97

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CODY BURNETT	INV0027409	09/21/2018	REIMB AMAZON PURCHASE-CALCULATOR	001-197-501-200	21.39
Outstanding Total:					1,101.99
Department 197 - ENGINEERING Total:					1,101.99

Department: 201 - POLICE DEPARTMENT

Outstanding					
ARMY NAVY PAWN SHOP	0060188	09/17/2018	70 EAR PIECES	001-201-501-200	2,100.00
REYNOLDS/RENASANT INSURANCE AGENCY	918706	09/21/2018	POLICY AS2Z5129228018/QTRLY INSTALLMENT	001-201-620-370	6,658.35
HOWARD INDUSTRIES	18-00831182	09/21/2018	4 TRIPP LIGHT CABLES	001-201-918-805	300.00
DIGITAL-ALLY	1102935	09/21/2018	CAMERA REPAIR	001-201-630-400	145.00
DIGITAL-ALLY	1102936	09/21/2018	CAMERA REPAIR	001-201-630-400	145.00
DIGITAL-ALLY	1102937	09/21/2018	CAMERA REPAIR	001-201-630-400	145.00
DIGITAL-ALLY	1102938	09/21/2018	CAMERA REPAIR	001-201-630-400	145.00
HOWARD INDUSTRIES	18-00831293	09/21/2018	300 TRIPP LITE PATCH CABLES	001-201-918-805	750.00
HOWARD INDUSTRIES	18-00831294	09/21/2018	4 TRIPP LITE RACK CABLES	001-201-918-805	500.00
ARMY NAVY PAWN SHOP	0060206	09/17/2018	5 STREAMLITES, 3 HEADSETS	001-201-556-251	640.00
UNISTAR-SPARCO COMPUTERS, INC	1238758	09/21/2018	CHARGERS, PORTABLE USBS	001-201-501-200	182.62
TRI-STARR MUFFLER & BRAKE	157449	09/17/2018	OIL CHANGE, AIR FILTER ON S-25	001-201-630-360	55.03
STARKVILLE GLASS & PAINT	27414	09/17/2018	REPLACE PASSENGER WINDOW ON P-33	001-201-630-360	179.95
TNVC, INC	346019-G	09/21/2018	2 PVS-14 J-ARM	001-201-918-805	178.25
R&M TIRES	1118844	09/17/2018	TIRE MOUNT AND BALANCE ON S-52	001-201-630-360	21.00
UPS STORE 3702	M-13930	09/17/2018	GROUND SHIPPING	001-201-604-330	9.63
DIGITAL-ALLY	1103068	09/21/2018	4 CHEST CAMERAS W/STANDARD BATTERY KIT	001-201-556-251	2,540.00
R&M TIRES	1118859	09/17/2018	REPAIR FLAT	001-201-630-360	20.00
HOWARD INDUSTRIES	18-00832105	09/21/2018	12 TRIPP LITE SMARTRACK CABLES	001-201-918-805	540.00
CANON FINANCIAL SERVICES, INC	19217690	09/18/2018	JMQ18879, JMQ18878	001-201-635-369	402.00
CANON FINANCIAL SERVICES, INC	19217693	09/18/2018	QNR08831	001-201-635-369	159.03
CANON FINANCIAL SERVICES, INC	19217695	09/18/2018	XLG06726	001-201-635-369	280.16
PITNEY GLOBAL-LEASE	3307065391	09/19/2018	ACCT #0010390127 CITY HALL LEASE	001-201-604-330	48.46
BASICS, INC. A Trade America Company	22825	09/21/2018	CASE FACE TISSUE, 2 CASES COPY PAPER	001-201-501-200	100.57
OKTIBBEHA COUNTY COOPERATIVE	434218	09/17/2018	ECHO SPEEFEED HEAD, TRIMMER LINE, PLIERS, WRENCH,	001-201-545-238	80.95
RACKLEY OIL INC.	491394	09/17/2018	GAS	001-201-525-231	34.53
RACKLEY OIL INC.	491416	09/21/2018	GAS	001-201-525-231	36.42
ATMOS ENERGY	INV0027402	09/21/2018	4022600568 POLICE STATION	001-201-625-380	147.09
ARMY NAVY PAWN SHOP	0060221	09/17/2018	24 GAS MASKS	001-201-556-251	1,560.00
WAI-MART-GENERAL CITY	08013	09/17/2018	BLEACH	001-201-555-250	7.80
R&M TIRES	1118893	09/21/2018	OIL CHANGE	001-201-630-360	45.00
SULLIVAN'S OFFICE SUPPLY, INC.	37995	09/17/2018	WRAP DISPENSER FOR 3X3 PADS, STORAGE BOXES -2	001-201-501-200	57.05
ARGAIL CARTER	922983	09/21/2018	ALTERATIONS/NICHOLS, REED, ENGLISH	001-201-535-233	257.00
PARABON NANOLABS, INC	18091107	09/21/2018	DNA PROC	001-201-600-300	3,000.00
R&M TIRES	1118911	09/21/2018	OIL CHANGE, FLAT REPAIR, LABOR	001-201-630-360	130.00
PETROLEUM EQUIPMENT SERVICE & REPAIR, INC.	1345	09/18/2018	SEPT 2018 MONTHLY TESTIN	001-201-525-231	30.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
BELL BUILDING SUPPLY, INC.	236239	09/21/2018	DRILL BITS TO USE ON MAINT. OF CAMERAS	001-201-556-251	8.39
MAGNOLIA BOTTLED WATER CO	35590	09/21/2018	6 FIVE GALLON BOTTLES OF WATER	001-201-501-200	45.00
SULLIVAN'S OFFICE SUPPLY, INC.	38086	09/21/2018	PENS, FOLDERS, SCISSORS	001-201-501-200	48.98
RACKLEY OIL INC.	491673	09/21/2018	DIESEL	001-201-525-231	24.08
BOB MORGAN	INV0027404	09/21/2018	REIMB LUNCH FOR MSLEAC ASSESSMENT	001-201-690-552	11.00
MARISSA COMBS	INV0027413	09/21/2018	REIMB MSLEAC ASSESSMENT LUNCH	001-201-690-552	11.00
IVY AUTO PARTS, LLC.	596800	09/21/2018	BRAKE PADS, FOR 2015 EXPLORER	001-201-630-360	60.15
Outstanding Total:					21,839.49

Paid					
BENNIE WILLIAMS	0016.	09/21/2018	REMOVE STRIPES FROM P-57/REISSUE ORIG CK.	001-201-630-360	40.00
Paid Total:					40.00

Department 201 - POLICE DEPARTMENT Total: 21,879.49

Department: 261 - FIRE DEPARTMENT

Outstanding					
O'REILLY AUTO PARTS	85068C	09/21/2018	UNAPPLIED PAYMENT REMAINDER/CK#85068	001-261-630-360	-100.45
STATE FIRE ACADEMY	26294	09/19/2018	FIRE OFFICE MODULES 1-4/D.DAVIS, S.HOGAN	001-261-600-390	2,556.00
STATE FIRE ACADEMY	26327	09/19/2018	AIRPORT FIRE FIGHTER/DAVIS, TYLER	001-261-600-390	877.00
REYNOLDS/RENASANT INSURANCE AGENCY	918706	09/21/2018	POLICY AS225129228018/QTRLY INSTALLMENT	001-261-620-370	605.22
JONES & BARTLTT LEARNING, LLC	3928180	09/18/2018	FIRE TRAINING REFERENCE BOOKS	001-261-502-201	388.90
JONES & BARTLTT LEARNING, LLC	3928181	09/18/2018	EMT NAVIGATE TESTPREP TRAINING MANUAL	001-261-502-201	50.21
ATMOS ENERGY	INV0027400	09/21/2018	3055511080 FIRESTATION 1	001-261-625-380	64.88
DIRECTV	35039395685	09/18/2018	SATELLITE TV FOR STATION 5	001-261-625-380	160.75
STATE FIRE ACADEMY	26566	09/17/2018	FIRE DEPT. SAFETY OFFICER/ B. ARNETT & J. WADE	001-261-600-390	800.00
RACKLEY OIL INC.	491219	09/17/2018	DIESEL	001-261-525-231	283.66
MS FIRE SERVICE INSTRUCTOR'S ASSOCIATION	INV0027314	09/19/2018	2018 FIRE TRAINING CHIEFS CONFERENCE/T.CLAYBORN	001-261-600-390	155.00
WAI-MART-GENERAL CITY	07864	09/17/2018	3 LAUNDRY BAGS FOR EMS C-COLLARS	001-261-691-550	14.64
QUILL CORPORATION	1157548	09/19/2018	PAPER, PENS, CLIPBOARD, AIR FRESHNER, POST ITS	001-261-501-200	343.11
QUILL CORPORATION	1195612	09/19/2018	6 COLLEGE RULED NOTEBOOK	001-261-501-200	23.64
RACKLEY OIL INC.	491415	09/17/2018	GAS	001-261-525-231	33.08
DEWAYNE VAUGHN	INV0027305	09/17/2018	REIMB MEAL TICKET FOR NAT'L EMERGENCY TRAINING	001-261-600-390	302.04
GATEWAY TIRE & SERVICE CENTER	1104309087	09/17/2018	4 TIRES FOR FD4	001-261-630-360	533.59
STATE FIRE ACADEMY	26584	09/17/2018	FIRE OFFICER TRAINING/J.CAI	001-261-600-390	615.00
STATE FIRE ACADEMY	26595	09/17/2018	FIRE & LIFE SAFETY/HERNDON,SCHOBER, WEAVER	001-261-600-390	675.00
SPORTS CENTER	2691	09/17/2018	2 PAIR ADIDAS RESPONSE SHORTS	001-261-535-233	42.00
EAST MISSISSIPPI LUMBER CO	D13137	09/18/2018	CONSTRUCTION ADHESIVE	001-261-558-269	13.65
ATMOS ENERGY	INV0027401	09/21/2018	3020829684 FIRESTATION 3	001-261-625-380	42.64
STARKVILLE AUTO PARTS	117317	09/18/2018	WIRE TERMINAL CLIP	001-261-630-360	4.29
WAI-MART-GENERAL CITY	04781	09/18/2018	LINEN FOR NEW FIREFIGHTER	001-261-691-550	60.78
QUILL CORPORATION	1203971	09/19/2018	6 SPIRAL NOTEBOOKS	001-261-501-200	31.74

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PETROLEUM EQUIPMENT SERVICE & REPAIR, INC.	1345	09/18/2018	SEPT 2018 MONTHLY TESTIN	001-261-525-231	12.00
CENTRAL ALABAMA TRAINING SOLUTIONS	17031618	09/18/2018	FIREFIGHTER BOOTS	001-261-535-233	340.00
CENTRAL ALABAMA TRAINING SOLUTIONS	17031619	09/18/2018	UNIFORM BOOTS, FIREFIGHTING BOOTS AND GLOVES	001-261-535-233	1,112.00
STATE FIRE ACADEMY	26611	09/18/2018	FIRE INVESTIGATOR TRAINING/P. WARNER	001-261-600-390	640.00
RACKLEY OIL INC.	491548	09/21/2018	DIESEL	001-261-525-231	201.84
RACKLEY OIL INC.	491597	09/18/2018	GAS	001-261-525-231	29.76
LOWE'S-FIRE	901764	09/18/2018	BUILDING SUPPLIES FOR STATION 3	001-261-558-269	742.81
LOWE'S-FIRE	902467	09/18/2018	BUILDING SUPPLIES FOR STATION 2	001-261-558-269	252.87
LOWE'S-FIRE	910226	09/18/2018	SUPPLIES TO LAY CARPET AT STATION 4	001-261-558-269	56.24
EAST MISSISSIPPI LUMBER CO	D13249	09/18/2018	CONSTRUCTION ADHESIVE	001-261-558-269	13.65
STATE FIRE ACADEMY	26616	09/19/2018	FIRE&LIFE SAFETY EDUC./N.HERDON & M.SCHOBBER	001-261-600-390	310.00
SUNBELT FIRE APPARATUS	313671	09/21/2018	2 SCBA BRACKETS	001-261-630-360	96.50
STATE FIRE ACADEMY	26693	09/21/2018	FIRE SVC INST BRITT, KEYS, MORROW	001-261-600-390	1,800.00
STATE FIRE ACADEMY	26709	09/21/2018	FIRE SERVICE MANAGEMENT/HERNDON	001-261-600-390	415.00
BRIAN ARNETT	INV0027318	09/19/2018	REIMB MEALS & GAS/HURRICANE DEPLOY-H.SECURITY	001-261-610-350	165.98
WAI-MART-GENERAL CITY	04898	09/21/2018	BAGS FOR C-COLLARS	001-261-555-250	25.46
STEIN MCMULLEN	INV0027414	09/21/2018	ICC ANNUAL CONFERENCE REGISTRATION	001-261-610-350	625.00
STEIN MCMULLEN	INV0027415	09/21/2018	ICC ANNUAL CONFERENCE FLIGHT	001-261-610-350	637.40
4-COUNTY ELECTRIC POWER ASSOCIATION	INV0027411	09/21/2018	ACCT #212849/UTILITY BILL BY DEPT	001-261-625-380	217.32
STARKVILLE UTILITIES	INV0027416	09/21/2018	UTILITY BILLS BY DEPT	001-261-625-380	1,503.52
GATEWAY TIRE & SERVICE CENTER	1104318498	09/21/2018	FLAT REPAIR FD2	001-261-630-360	15.00
BELL BUILDING SUPPLY, INC.	236698	09/22/2018	BUILDING SUPPLIES FOR STATION 1	001-261-558-269	1,545.29
BELL BUILDING SUPPLY, INC.	236700	09/22/2018	NAIL HEAD SINKER	001-261-558-269	5.50
EAST MISSISSIPPI COMMUNITY COLLEGE	19-00510	09/22/2018	EMT CLASS/DIAZ. HEATON, MASK, MCKINNEY, WATERS	001-261-600-390	11,785.50
FARRELL-CALHOUN CO	101988	09/22/2018	PAINT SUPPLIES FOR STATION	001-261-918-805	179.97

Outstanding Total: 31,304.98

Department 261 - FIRE DEPARTMENT Total: 31,304.98

Department: 281 - BUILDING/CODES OFFICE

Outstanding

PITNEY GLOBAL-LEASE	3307065391	09/19/2018	ACCT #0010390127 CITY HALL LEASE	001-281-604-330	48.46
PETROLEUM EQUIPMENT SERVICE & REPAIR, INC.	1345	09/18/2018	SEPT 2018 MONTHLY TESTIN	001-281-525-231	4.00
TRUSTMARK NATIONAL BANK	10.18.18	09/17/2018	98905/STREET F250 AND 2 TACOMAS	001-281-820-874	407.00
TRUSTMARK NATIONAL BANK	10.18.18	09/17/2018	98905/STREET F250 AND 2 TACOMAS	001-281-830-873	44.38
PETTY CASH VOUCHERS	INV0027375	09/19/2018	ST. LOUIS TRAINING LUNCH	001-281-610-350	5.00
PETTY CASH VOUCHERS	INV0027375	09/19/2018	ST. LOUIS TRAINING LUNCH	001-281-690-553	5.00
POLLAN & ASSOC. PA	5313	09/26/2018	UNIFORM SHIRTS	001-281-535-233	283.95

Outstanding Total: 797.79

Department 281 - BUILDING/CODES OFFICE Total: 797.79

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Department: 290 - CIVIL DEFENSE/WARNING SYSTEM					
Outstanding					
4-COUNTY ELECTRIC POWER ASSOCIATION	INV0027411	09/21/2018	ACCT #212849/UTILITY BILL BY DEPT	001-290-625-380	17.74
STARKVILLE UTILITIES	INV0027416	09/21/2018	UTILITY BILLS BY DEPT	001-290-625-380	4,025.44
Outstanding Total:					4,043.18
Department 290 - CIVIL DEFENSE/WARNING SYSTEM Total:					4,043.18
Department: 301 - STREET DEPARTMENT					
Outstanding					
CHEMPRO SERVICES INC	8260	09/21/2018	2018 WEED CONTROL SVCS/PROJECT 18011	001-301-561-271	5,500.00
NEXTSTEP INNOVATION	NSI15613	09/21/2018	SERVER LICENSE FOR CAMER	001-301-555-250	85.00
SMITH LANDSCAPING	11373	09/21/2018	IRRIGATION REPAIRS AT CANTERBURY ROAD	001-301-561-271	657.55
REYNOLDS/RENASANT INSURANCE AGENCY	918706	09/21/2018	POLICY AS225129228018/QTRLY INSTALLMENT	001-301-620-370	1,857.97
SHERWIN WILLIAMS CO.	0955-9	09/19/2018	PLASTIC TRAY LINER	001-301-565-272	5.40
SHERWIN WILLIAMS CO.	5876-7	09/19/2018	PAINT AND SUPPLIES	001-301-565-272	173.41
STARKVILLE AUTO PARTS	117106	09/19/2018	RADIATOR, IGN LOCK CYLIND	001-301-630-360	148.98
PAUL'S WELDING	0133	09/19/2018	BUILD GRATE/LABOR & MATERIAL	001-301-630-400	100.00
SHERWIN WILLIAMS CO.	5935-1	09/19/2018	TRAY LINER, PAINT MIXER, TAPE	001-301-565-272	64.74
G&C SUPPLY CO., INC	6710086	09/19/2018	8 HOSPITAL SIGNS, 4 ARROW SIGNS	001-301-565-272	193.60
G&C SUPPLY CO., INC	6710087	09/19/2018	50 STOP SIGNS	001-301-565-272	1,165.00
ATMOS ENERGY	INV0027403	09/21/2018	3020752444 STREET DEPT	001-301-625-380	32.17
STARKVILLE AUTO PARTS	117182	09/19/2018	GAS CAP	001-301-630-360	14.39
STARKVILLE AUTO PARTS	117213	09/19/2018	BATTERIES -2 FOR FARM TRU	001-301-630-360	305.98
STARKVILLE AUTO PARTS	117219	09/19/2018	CORE DEPOSIT RETURN	001-301-630-360	-54.00
MMC MATERIALS, INC.	562798	09/19/2018	1 CY READY MIX CONCRETE, SMALL LOAD CHARGE	001-301-560-270	220.00
STARKVILLE AUTO PARTS	117260	09/19/2018	CONVENTIONAL GREENES	001-301-630-360	89.94
BASICS, INC. A Trade America Company	22824	09/19/2018	INK AND PENS	001-301-555-250	48.39
FASTENAL COMPANY	MSSTA80916	09/19/2018	SAFETY GLASSES/LIME VEST	001-301-555-250	22.65
APAC-MISSISSIPPI, INC	4000081655	09/19/2018	WMA MT 12.5 MM-2.20 TON	001-301-560-270	161.70
STARKVILLE AUTO PARTS	117319	09/19/2018	10 MINI BULBS	001-301-630-360	15.90
STARKVILLE AUTO PARTS	117324	09/19/2018	OIL FILTER, OIL, LATITUDE	001-301-630-360	118.81
PETROLEUM EQUIPMENT SERVICE & REPAIR, INC.	1345	09/18/2018	SEPT 2018 MONTHLY TESTIN	001-301-525-231	16.00
BELL BUILDING SUPPLY, INC.	236205	09/19/2018	TAPE. SHARPIE, BOLTS, NUTS	001-301-555-250	64.60
WELDING WORKS LLC, THE	2921	09/21/2018	REPAIR HANDRAIL AT CITY HALL	001-301-560-270	505.00
FASTENAL COMPANY	MSSTA80984	09/19/2018	BATTERY, NYLOCK, SAWBLADES, NUTDRIVER	001-301-555-250	78.75
TRUSTMARK NATIONAL BANK	10.18.18	09/17/2018	98905/STREET F250 AND 2 TACOMAS	001-301-820-874	407.00
TRUSTMARK NATIONAL BANK	10.18.18	09/17/2018	98905/STREET F250 AND 2 TACOMAS	001-301-830-873	44.37
GATEWAY TIRE & SERVICE CENTER	1104314094	09/19/2018	FIX FLAT, SERVICE CALL ROUND TRIP	001-301-630-360	151.00
STARKVILLE AUTO PARTS	117356	09/19/2018	STARTER-RMED	001-301-630-360	142.99
STARKVILLE AUTO PARTS	117382	09/19/2018	BATTERY	001-301-630-360	181.99
MS FIRE SERVICE	215359055	09/19/2018	STREET 09.18.18	001-301-501-200	47.64
INSTRUCTOR'S ASSOCIATION					
SHUR-TITE PRODUCTS	9867	09/21/2018	YELLOW CURB & DELINEATOR	001-301-560-270	3,595.10
CADENCE VISA	ENG-18053	09/21/2018	GALLS-GORETEX BOOTS, 3 POLOS, UA STORM CONVERT	001-301-535-233	390.51
JAVIER CLAY	INV0027373	09/19/2018	REIMB COST OF CDL APPLICATION FEE AND CLASS	001-301-610-350	41.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
H&H STARKVILLE	SV-T-1005709	09/21/2018	63" CROSSOVER SINGLE LID	001-301-555-250	430.00
STARKVILLE DAILY NEWS	INV0027422	09/26/2018	ADVERTISEMENT	001-301-604-330	408.73
Outstanding Total:					17,432.26
Department 301 - STREET DEPARTMENT Total:					17,432.26

Department: 302 - STREET LIGHTING

Outstanding					
MSU	09.15.18	09/19/2018	PHYSICAL PLANT UTILITY CHARGE/ 1426	001-302-625-380	21.72
4-COUNTY ELECTRIC POWER ASSOCIATION	INV0027411	09/21/2018	ACCT #212849/UTILITY BILL BY DEPT	001-302-625-380	3,673.67
STARKVILLE UTILITIES	INV0027416	09/21/2018	UTILITY BILLS BY DEPT	001-302-625-380	28.94
STARKVILLE UTILITIES	INV0027416	09/21/2018	UTILITY BILLS BY DEPT	001-302-625-380	18.78
Outstanding Total:					3,743.11
Department 302 - STREET LIGHTING Total:					3,743.11

Department: 360 - ANIMAL CONTROL

Outstanding					
REYNOLDS/RENASANT INSURANCE AGENCY	918706	09/21/2018	POLICY AS225129228018/QTRLY INSTALLMENT	001-360-620-370	172.48
PETROLEUM EQUIPMENT SERVICE & REPAIR, INC.	1345	09/18/2018	SEPT 2018 MONTHLY TESTIN	001-360-525-231	2.00
Outstanding Total:					174.48
Department 360 - ANIMAL CONTROL Total:					174.48

Department: 550 - PARKS AND REC DEPARTMENT

Outstanding					
WELDING WORKS LLC, THE	2775	09/21/2018	WELDING WORK. REPAIR FORD TRACTOR HOOD	001-550-600-370	240.00
SPORTS CENTER	2647	09/19/2018	T-SHIRTS	001-550-501-415	2,006.00
SANSING SOD FARM	S-18379	09/17/2018	1560 YARDS OF ZOYSIAGRASS/GEORGE EVANS PARK	001-550-501-220	510.00
SPORTS CENTER	2655	09/19/2018	PERFORMANCE TEE	001-550-501-415	18.00
SPORTS ILLUSTRATED PLAY /SPORTSIGNUP	450469	09/17/2018	AUGUST 2018 ACTIVITY PLAY FEES	001-550-600-300	188.00
DYNAMIC FIRE PROTECTION, LLC	SS18-0137-1	09/17/2018	REPAIRED LEAK ON BRANCH LINE FOR FIRE SPRINKLER SY	001-550-630-426	1,324.00
OKTIBBEHA COUNTY COOPERATIVE	431819	09/17/2018	5 CANS FIRE ANT KILLER, 4 ORTHO ORTHENE CANS	001-550-501-220	87.91
HANDYMAN RENTALS	76825	09/17/2018	L MAN AUGER RENTAL	001-550-600-300	35.00
POWER CLEAN JANITORIAL SERVICES	1129	09/17/2018	MONTHLY SERVICES, EXTRA TOURNAMENT CLEANINGS	001-550-600-310	2,460.00
OKTIBBEHA COUNTY COOPERATIVE	433224	09/17/2018	ORTHO ORTHENE, BENGAL FIRE ANT DUST	001-550-501-220	84.93
EAST MISSISSIPPI LUMBER CO	A44452	09/17/2018	ROTATING SURFACE CLEANER	001-550-501-208	123.45
UNITED RENTALS (NORTH AMERICA), INC.	160659441-002	09/17/2018	SCISSOR LIFT RENTAL	001-550-600-300	958.88
SPORTS CENTER	2680	09/19/2018	5 TSHIRTS YOUTH AND ADULT	001-550-501-415	60.00
WAUKAWAY DISTRIBUTORS, INC	46372	09/21/2018	5 5 GALLON BOTTLES OF WATER	001-550-501-220	40.50
CINTAS-PARKS	215357662	09/19/2018	WEEKLY MAT CLEANING 09.12.18	001-550-501-208	41.11
PITNEY GLOBAL-LEASE	3307065391	09/19/2018	ACCT #0010390127 CITY HALL LEASE	001-550-600-330	48.47
IVY AUTO PARTS, LLC.	596501	09/18/2018	TRUFLEX V-BELT	001-550-600-370	11.49
LOWE'S- PARKS	909297	09/17/2018	4 CASES BOTTLED WATER	001-550-501-220	18.92
ATMOS ENERGY	INV0027399	09/21/2018	3019958172	001-550-600-340	25.63
NEWELL PAPER COMPANY	3046544	09/19/2018	5 BOTTLES DIGESTER, CASE SOAP	001-550-501-208	101.76
PETROLEUM EQUIPMENT SERVICE & REPAIR, INC.	1345	09/18/2018	SEPT 2018 MONTHLY TESTIN	001-550-501-204	8.00
NEWELL PAPER COMPANY	3046864	09/19/2018	7 QUARTS DIGESTER	001-550-501-208	36.31

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LOWE'S- PARKS	910433	09/19/2018	MASTERLOCK HEAVY DUTY COMBO, PADLOCK	001-550-501-220	91.14
HOWELL'S PEST CONTROL	INV0027372	09/19/2018	SPORTSPLEX 09.18.18	001-550-630-426	40.00
CINTAS-PARKS	215359609	09/21/2018	WEEKLY MAT CLEANING 09.19.18	001-550-501-208	41.11
IVY AUTO PARTS, LLC.	597087	09/19/2018	2 RTU EXT LIFE GAL	001-550-600-370	25.98
CONNIE WISE	INV0027383	09/20/2018	CONTRACT LABOR/09/07/18-09/20/18/DANCE INSTRUCTO	001-550-600-320	340.00
KENNEDI AKINS	INV0027384	09/20/2018	CONTRACT LABOR/09/07/18-09/20/18/	001-550-600-320	280.00
RONALD JOHNSON JR.	INV0027385	09/20/2018	CONTRACT LABOR/09/07/18-09/20/18/MAINTENANCE	001-550-600-320	490.00
CHRISTOPHER ANDRE CLARK	INV0027386	09/20/2018	CONTRACT LABOR/09/07/18-09/20/18/OFFICE ASSISTANT	001-550-600-320	180.00
ROBERT EARLE GANDY JR.	INV0027387	09/20/2018	CONTRACT LABOR/09/07/18-09/20/18/MAINTENANCE	001-550-600-320	440.00
JOE DAN BAKER	INV0027388	09/20/2018	CONTRACT LABOR/09/07/18-09/20/18/MAINTENANCE	001-550-600-320	836.00
JAMES "AUSTIN" INGRAM	INV0027389	09/20/2018	CONTRACT LABOR/09/07/18-09/20/18/MAINTENANCE	001-550-600-320	516.45
COOPER CLEMENT	INV0027390	09/20/2018	CONTRACT LABOR/09/07/18-09/19/18/FLAG FOOTBALL	001-550-600-320	220.00
RICHARD E. HILL	INV0027391	09/20/2018	CONTRACT LABOR/09/07/18-09/19/18/FLAG FOOTBALL	001-550-600-320	220.00
TODD GARNER	INV0027392	09/20/2018	CONTRACT LABOR/09/07/18-09/19/18/FLAG FOOTBALL	001-550-600-320	180.00
CHRISTOPHER KITCHENS	INV0027393	09/20/2018	CONTRACT LABOR/09/07/18-09/19/18/FLAG FOOTBALL	001-550-600-320	180.00
JOHN MITCHELL	INV0027394	09/20/2018	CONTRACT LABOR/09/07/18-09/19/18/FLAG FOOTBALL	001-550-600-320	180.00
CALVIN WARE -1099	INV0027395	09/20/2018	CONTRACT LABOR/09/07/18-09/19/18/FLAG FOOTBALL	001-550-600-320	180.00
DHEER MANISH PATEL	INV0027396	09/20/2018	CONTRACT LABOR/09/07/18-09/19/18/FLAG FOOTBALL	001-550-600-320	60.00
LEONARDO THOMPSON	INV0027397	09/20/2018	CONTRACT LABOR/09/07/18-09/19/18/FLAG FOOTBALL	001-550-600-320	60.00
ANDREW MOCK	INV0027398	09/20/2018	CONTRACT LABOR/09/07/18-09/19/18/FLAG FOOTBALL	001-550-600-320	40.00
STARKVILLE UTILITIES	INV0027416	09/21/2018	UTILITY BILLS BY DEPT	001-550-600-340	5,469.82
Outstanding Total:					18,498.86
Paid					
ANDREW MOCK	INV0027315	09/19/2018	CONTRACT LABOR/FLAG FOOTBALL 08/24/18-09/06/1	001-550-600-320	40.00
AKECIANNA THORNTON	INV0027316	09/19/2018	CONTRACT LABOR/FLAG FOOTBALL 08/24/18-09/06/1	001-550-600-320	40.00
Paid Total:					80.00
Department 550 - PARKS AND REC DEPARTMENT Total:					18,578.86
Department: 600 - CAPITAL PROJECTS					
Outstanding					
WELDING WORKS LLC, THE	2688	09/21/2018	PIPE GRATE ON JACKSON STREET	001-600-948-857	800.00
SPRINGER ENGINEERING, INC.	13296	09/21/2018	CIVIL ENGINEERING SERVICES	001-600-912-808	13,950.00
TEMPLE INC.	STARKVILLE. 090618	09/21/2018	PED CROSS LIGHTS, ETC.	001-600-721-813	768.00
Outstanding Total:					15,518.00
Department 600 - CAPITAL PROJECTS Total:					15,518.00
Department: 800 - DEBT SERVICE					
Outstanding					
HANCOCK WHITNEY BANK	08.02.18	09/22/2018	POLICE BLDG-2016A	001-800-820-840	110,000.00
HANCOCK WHITNEY BANK	08.02.18	09/22/2018	POLICE BLDG-2016A	001-800-830-829	29,856.25
HANCOCK WHITNEY BANK	8.02.18	09/22/2018	POLICE BLDNG 2016B	001-800-820-855	90,000.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
HANCOCK WHITNEY BANK	8.02.18	09/22/2018	POLICE BLDNG 2016B	001-800-830-830	24,256.25
Outstanding Total:					254,112.50
Department 800 - DEBT SERVICE Total:					254,112.50
Department: 900 - INTERFUND TRANSACTIONS					
Outstanding					
SGK LANDSCAPES, LLC	PS15259	09/21/2018	RUSSELL STREET TREE REMOVAL & REPLACEMENT	001-900-990-998	2,423.83
Outstanding Total:					2,423.83
Department 900 - INTERFUND TRANSACTIONS Total:					2,423.83
Fund 001 - GENERAL FUND Total:					416,572.75
Fund: 015 - AIRPORT FUND					
Department: 505 - AIRPORT					
Outstanding					
CANON SOLUTIONS AMERICA	479666	09/21/2018	COPIES	015-505-600-338	3.16
MAXXSOUTH BROADBAND	INV0027374	09/19/2018	8282 41 101 0438241 AIRPOR	015-505-600-338	114.17
MAGNOLIA BOTTLED WATER CO	34570	09/19/2018	5 FIVE GALLON BOTTLES WATER/3 SLEEVES CUPS	015-505-691-550	49.50
WAI-MART-GENERAL CITY	04617.	09/21/2018	PAPER TOWELS, CUPS, INK, COPY PAPER, INVOICE BOOKS	015-505-541-237	233.54
MAGNOLIA BOTTLED WATER CO	35585	09/19/2018	2 FIVE GALLON BOTTLES WATER	015-505-691-550	15.00
DREW CLAWSON	2	09/19/2018	CONTRACT LBR/MOWING WEEDEATING 09.08.18- 09.18.18	015-505-600-338	152.00
Outstanding Total:					567.37
Department 505 - AIRPORT Total:					567.37
Fund 015 - AIRPORT FUND Total:					567.37
Fund: 022 - SANITATION					
Department: 322 - SANITATION DEPARTMENT					
Outstanding					
NORTHEAST EXTERMINATING	334428	09/17/2018	SANITATION 09.05.18	022-322-600-300	30.00
EAST MISSISSIPPI LUMBER CO	A44494	09/21/2018	TRUCK #99-MAKING KEYS/OFFICE DOOR KEYS	022-322-555-250	12.67
PITNEY GLOBAL-LEASE	3307065391	09/19/2018	ACCT #0010390127 CITY HALL LEASE	022-322-604-330	48.47
O'REILLY AUTO PARTS	0997-440386	09/21/2018	BLUE DEF FOR VEHICLES	022-322-525-231	255.30
GATEWAY TIRE & SERVICE CENTER	1104307113	09/21/2018	TRUCK #94 -3 TIRES AND MOUNTS	022-322-630-360	759.42
GATEWAY TIRE & SERVICE CENTER	1104307515	09/21/2018	TRUCK #38 2 TIRES AND MOUNT	022-322-630-360	506.28
SPORTS SPECIALTY	25881	09/21/2018	EMPLOYEE UNIFORMS FOR JOSH REED	022-322-535-233	307.65
STARKVILLE AUTO PARTS	117268	09/21/2018	TRUCK #85-BATTERY, TIRE REPAIR PLUG,	022-322-630-360	131.97
CITY ALIGNMENT SERVICE	68951	09/21/2018	93 FORD F250/REPLACE THERMOSTAT, RAD FAN CLUTCH,	022-322-630-360	383.81
BULLDOG TOWING & RECOVERY	85420	09/21/2018	TOW TRUCK #98 TO H&O	022-322-630-360	350.00
STARKVILLE AUTO PARTS	117340	09/21/2018	TRUCK #38 HYDRAULIC HOSE	022-322-630-360	114.84
PETROLEUM EQUIPMENT SERVICE & REPAIR, INC.	1345	09/18/2018	SEPT 2018 MONTHLY TESTIN	022-322-525-231	42.00
WELDING WORKS LLC, THE	2916	09/21/2018	REPAIR STEPS ON TRUCKS 94 & 95	022-322-630-360	185.00
MGM, INC.	7251	09/21/2018	TRUCK #43 REPAIRED CYLINDER AND ROD	022-322-630-360	778.20
TRUSTMARK NATIONAL BANK	10.18.18.	09/17/2018	90090/2 FRONT LOADERS	022-322-820-874	6,569.47
TRUSTMARK NATIONAL BANK	10.18.18.	09/17/2018	90090/2 FRONT LOADERS	022-322-830-873	621.08
PAUL'S WELDING	0138	09/21/2018	REPAIRS TO TRUCK #43	022-322-630-360	1,215.00

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
GATEWAY TIRE & SERVICE CENTER	1104314092	09/21/2018	TRUCK #94 ONE TIRE AND MOUNT	022-322-630-360	279.88
MS FIRE SERVICE INSTRUCTOR'S ASSOCIATION	215359056	09/19/2018	SANITATION 09.18.18	022-322-535-233	36.98
WAI-MART-GENERAL CITY	05132	09/21/2018	TABLECLOTHS FOR EMPLOYEE APPRECIATION	022-322-555-250	8.64
TERRY'S GARAGE & REPAIRS, LLC	1076	09/21/2018	TRUCK #41 OIL CHANGE, FUEL FILTER, BRAKES	022-322-630-360	1,874.42
GATEWAY TIRE & SERVICE CENTER	1104314952	09/21/2018	TRUCK #96 FLAT TIRE REPAIR	022-322-630-360	15.00
GATEWAY TIRE & SERVICE CENTER	1104315907	09/21/2018	TRUCK #98- NEW TIRE AND MOUNT	022-322-630-360	279.88
EAST MISSISSIPPI LUMBER CO	A44865	09/21/2018	WASHERS, BOLTS, NUTS	022-322-555-250	48.71
FASTENAL COMPANY	MSSTA0070	09/21/2018	30 HOOD SWTSHIRTS, 36 BASEBALL CAPS	022-322-535-233	305.19
TERRY'S GARAGE & REPAIRS, LLC	1085	09/21/2018	TRUCK #40 OIL CHANGE & FUEL FILTER PLS LABOR	022-322-630-360	247.96
GATEWAY TIRE & SERVICE CENTER	1104317237	09/21/2018	TRUCK #33- NEW TIRE AND MOUNT	022-322-630-360	253.14
GATEWAY TIRE & SERVICE CENTER	1104317263	09/21/2018	TRUCK #42 NEW TIRE AND MOUNT	022-322-630-360	259.25
BASICS, INC. A Trade America Company	22849	09/21/2018	2 CASES DART CUPS 16 OUNC	022-322-555-250	111.00
OKTIBBEHA COUNTY COOPERATIVE	438067	09/21/2018	U JOINT REPAIR KIT	022-322-630-360	69.84
STARKVILLE AUTO PARTS	117471	09/21/2018	TRL BALL MOUNT-TRUCK 94	022-322-555-250	30.99
EMPIRE TRUCK SALES, LLC	CE005076613:01	09/22/2018	BREATHING ELEMENT	022-322-630-360	55.46
STARKVILLE DAILY NEWS	INV0027422	09/26/2018	ADVERTISEMENT	022-322-604-330	81.76

Outstanding Total: 16,269.26

Department 322 - SANITATION DEPARTMENT Total: 16,269.26

Department: 325 - RUBBISH

Outstanding

O'REILLY AUTO PARTS	0997-440386	09/21/2018	BLUE DEF FOR VEHICLES	022-325-525-231	255.30
GATEWAY TIRE & SERVICE CENTER	1104307325	09/21/2018	TRUCK #38 1 NEW TIRE AND MOUNT	022-325-630-360	253.14
PETROLEUM EQUIPMENT SERVICE & REPAIR, INC.	1345	09/18/2018	SEPT 2018 MONTHLY TESTIN	022-325-525-231	4.00
FASTENAL COMPANY	MSSTA0070	09/21/2018	30 HOOD SWTSHIRTS, 36 BASEBALL CAPS	022-325-535-233	305.19

Outstanding Total: 817.63

Department 325 - RUBBISH Total: 817.63

Department: 329 - KEEP STARKVILLE BEAUTIFUL

Outstanding

CADENCE VISA	INV0027407	09/21/2018	AMAZON-SUPPLIES FOR MINI PARK ON MAIN STREET	022-329-501-200	216.83
OKTIBBEHA COUNTY COOPERATIVE	437087	09/21/2018	ROUNDUP KEEP STARKVILLE BEAUTIFUL	022-329-575-274	476.70
LOWE'S	10451	09/26/2018	BENCH, ECT	022-329-501-200	168.17
OKTIBBEHA COUNTY COOPERATIVE	437424	09/21/2018	MINI PARK FLOWERS/KEEP STARKVILLE BEAUTIFUL	022-329-501-200	302.75

Outstanding Total: 1,164.45

Department 329 - KEEP STARKVILLE BEAUTIFUL Total: 1,164.45

Department: 341 - LANDSCAPING

Outstanding

MARLOW ROGERS	INV0027307	09/17/2018	CONTRACT LABOR-08/28/18-09/13/18	022-341-691-550	1,104.00
REYNOLDS/RENASANT INSURANCE AGENCY	918706	09/21/2018	POLICY AS225129228018/QTRLY INSTALLMENT	022-341-620-370	1,188.84
O'REILLY AUTO PARTS	0997-440386	09/21/2018	BLUE DEF FOR VEHICLES	022-341-525-231	255.30

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PETROLEUM EQUIPMENT SERVICE & REPAIR, INC.	1345	09/18/2018	SEPT 2018 MONTHLY TESTIN	022-341-525-231	12.00
TRUSTMARK NATIONAL BANK	10.18.2018	09/17/2018	90089/STREET SWEEPER	022-341-820-874	3,420.24
TRUSTMARK NATIONAL BANK	10.18.2018	09/17/2018	90089/STREET SWEEPER	022-341-830-873	323.35
WATERS TRUCK & TRACTOR CO. INC.	09S934789	09/21/2018	TRUCK 84 STREET SWEEPER/OIL CHANGE , FUEL FILTER	022-341-630-360	307.06
FASTENAL COMPANY	MSSTA0070	09/21/2018	30 HOOD SWTSHIRTS, 36 BASEBALL CAPS	022-341-535-233	305.19
Outstanding Total:					6,915.98
Department 341 - LANDSCAPING Total:					6,915.98
Fund 022 - SANITATION Total:					25,167.32
Fund: 023 - LANDFILL ACCOUNT					
Department: 323 - LANDFILL					
Outstanding					
REYNOLDS/RENASANT INSURANCE AGENCY	918706	09/21/2018	POLICY AS2Z5129228018/QTRLY INSTALLMENT	023-323-620-370	2,135.94
4-COUNTY ELECTRIC POWER ASSOCIATION	INV0027306	09/17/2018	102182-001	023-323-625-380	45.11
O'REILLY AUTO PARTS	0997-440386	09/21/2018	BLUE DEF FOR VEHICLES	023-323-525-231	255.30
PETROLEUM EQUIPMENT SERVICE & REPAIR, INC.	1345	09/18/2018	SEPT 2018 MONTHLY TESTIN	023-323-525-231	8.00
Outstanding Total:					2,444.35
Department 323 - LANDFILL Total:					2,444.35
Fund 023 - LANDFILL ACCOUNT Total:					2,444.35
Fund: 107 - COMPUTER ASSESSMENTS					
Department: 112 - COMPUTER ASSESMENTS					
Outstanding					
TYLER TECHNOLOGIES	025-236834	09/18/2018	OCTOBER 2018 MONTHLY COURT MAINTENANCE	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: 319 - PUBLIC IMPROVEMENT BONDS 2018					
Department: 600 - CAPITAL PROJECTS					
Outstanding					
NEEL-SCHAFFER	1052713	09/21/2018	LYNN LANE WIDENING PROJECT/ PROJECT#17026	319-600-912-861	3,022.41
WELDING WORKS LLC, THE	2919	09/21/2018	BOLLARDS, FINIALS, COLD ROLL HANDLES	319-600-948-850	4,900.00
Outstanding Total:					7,922.41
Department 600 - CAPITAL PROJECTS Total:					7,922.41
Fund 319 - PUBLIC IMPROVEMENT BONDS 2018 Total:					7,922.41
Fund: 375 - PARK AND REC TOURISM					
Department: 551 - PARK & REC TOURISM					
Outstanding					
REGIONS FINANCIAL CORPORATION	INV0027308	09/17/2018	001-0007521-007/POOL PAYMENT	375-551-840-880	1,293.89
REGIONS FINANCIAL CORPORATION	INV0027308	09/17/2018	001-0007521-007/POOL PAYMENT	375-551-840-881	17.36
Outstanding Total:					1,311.25

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Paid					
CITY OF STARKVILLE	INV0027376	09/21/2018	QUARTERLY TOURISM TAX TRANSFER	375-551-907-110	62,500.00
Paid Total:					62,500.00
Department 551 - PARK & REC TOURISM Total:					63,811.25
Fund 375 - PARK AND REC TOURISM Total:					63,811.25
Fund: 610 - TRUST & AGENCY					
Department: 000 - UNDESIGNATED					
Outstanding					
STARKVILLE CONVENTIONS/VISITORS BUR	INV0027310	09/17/2018	2% HOTEL/MOTEL TAX	610-000-147-656	18,007.36
Outstanding Total:					18,007.36
Department 000 - UNDESIGNATED Total:					18,007.36
Fund 610 - TRUST & AGENCY Total:					18,007.36
Fund: 630 - ECONOMIC DEV, TOURISM & CONV					
Department: 000 - UNDESIGNATED					
Outstanding					
STARKVILLE CONVENTIONS/VISITORS BUR	INV0027309	09/17/2018	2% FOOD & BEVERAGE (15%)	630-000-147-664	22,218.56
O.C.E.D.A	INV0027311	09/17/2018	2% FOOD & BEVERAGE (15%)	630-000-148-655	22,218.56
O.C.E.D.A	INV0027312	09/17/2018	2% FOOD & BEVERAGE (20%)	630-000-147-657	29,624.75
Outstanding Total:					74,061.87
Department 000 - UNDESIGNATED Total:					74,061.87
Fund 630 - ECONOMIC DEV, TOURISM & CONV Total:					74,061.87
Grand Total:					608,729.68

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
001 - GENERAL FUND	416,572.75	1,373.73
015 - AIRPORT FUND	567.37	0.00
022 - SANITATION	25,167.32	0.00
023 - LANDFILL ACCOUNT	2,444.35	0.00
107 - COMPUTER ASSESSMENTS	175.00	0.00
319 - PUBLIC IMPROVEMENT BONDS 2018	7,922.41	0.00
375 - PARK AND REC TOURISM	63,811.25	62,500.00
610 - TRUST & AGENCY	18,007.36	0.00
630 - ECONOMIC DEV, TOURISM & CONV	74,061.87	0.00
Grand Total:	608,729.68	63,873.73

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
001-000-053-206	DUE FROM WATER & SE	30.00	0.00
001-000-054-205	DUE FROM STARKVILLE	24.00	0.00
001-000-149-691	MUNICIPAL COURT BON	820.75	820.75
001-000-200-084	TAXES DUE TO DOWNTOWN	432.98	432.98
001-100-610-350	TRAVEL / TRAINING	25.00	0.00
001-110-501-200	SUPPLIES	249.90	0.00
001-110-604-330	COMMUNICATIONS	351.30	0.00
001-110-620-370	INSURANCE	1,014.50	0.00
001-120-600-340	Mayor's Youth Council	151.25	0.00
001-120-604-330	COMMUNICATIONS	48.47	0.00
001-123-604-330	COMMUNICATIONS	121.42	0.00
001-145-501-200	SUPPLIES	468.35	0.00
001-145-604-330	POSTAGE/COPIER/PHON	741.48	0.00
001-169-600-302	CITY ATTORNEY GENERA	14,674.34	0.00
001-169-600-309	LEGAL EXPENSES	3,432.00	0.00
001-169-600-312	CITY ATTORNEY LITIGATI	1,490.44	0.00
001-169-615-342	LEGAL ADVERTISING & N	2,185.62	0.00
001-180-501-200	SUPPLIES AND EQUIPME	528.24	0.00
001-180-600-320	DRUG/BACKGROUND C	120.00	0.00
001-180-604-330	COPIER/POSTAGE/PHON	169.89	0.00
001-190-501-200	SUPPLIES	179.62	0.00
001-190-525-231	GAS & OIL	6.00	0.00
001-190-600-300	PROF. SVCS/ COMP PLA	1,211.71	0.00
001-190-600-310	PLANNING COMMISSIO	100.00	0.00
001-190-604-330	COPIERS/PHONES/IPADS	662.92	0.00
001-190-620-370	INSURANCE	549.58	0.00
001-190-630-360	SHOP/ VEHICLE REPAIRS	235.00	0.00
001-190-691-550	MISCELLANEOUS	242.95	0.00
001-192-510-220	SUPPLIES	25.07	0.00
001-192-600-338	CONTRACT SERVICES	169.50	0.00
001-195-951-967	GREATER PARTNERSHIP/	15,000.00	0.00
001-197-501-200	SUPPLIES	343.44	0.00
001-197-525-231	GAS & OIL	2.00	0.00
001-197-604-330	COMMUNICATIONS	48.47	0.00
001-197-620-370	INSURANCE	338.12	0.00
001-197-630-400	EQUIPMENT RPR-MAINT	229.99	0.00
001-197-690-553	TRAINING/EDUCATION	19.97	0.00
001-197-690-555	DUES	120.00	0.00
001-201-501-200	OFFICE SUPPLIES	2,534.22	0.00
001-201-525-231	GAS & OIL	125.03	0.00
001-201-535-233	UNIFORMS	257.00	0.00
001-201-545-238	FIRING RANGE SUPPLIES	80.95	0.00
001-201-555-250	JANITORIAL SUPPLIES	7.80	0.00
001-201-556-251	POLICE SUPPLIES	4,748.39	0.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
001-201-600-300	PROFESSIONAL SERVICE	3,000.00	0.00
001-201-604-330	PHONES/FAX/COPIERS/	58.09	0.00
001-201-620-370	INSURANCE	6,658.35	0.00
001-201-625-380	UTILITIES	147.09	0.00
001-201-630-360	VEHICLE REPAIRS & MAI	551.13	40.00
001-201-630-400	EQUIPMENT REPAIR &	580.00	0.00
001-201-635-369	COPIER RENTAL	841.19	0.00
001-201-690-552	POLICE TRAINING/EDUC	22.00	0.00
001-201-918-805	MACHINERY AND EQUIP	2,268.25	0.00
001-261-501-200	OFFICE AND JANITORIAL	398.49	0.00
001-261-502-201	REFERENCE PUBLICATIO	439.11	0.00
001-261-525-231	GAS & OIL	560.34	0.00
001-261-535-233	UNIFORMS	1,494.00	0.00
001-261-555-250	SUPPLIES & SMALL TOO	25.46	0.00
001-261-558-269	BUILDING MAINTENANC	2,630.01	0.00
001-261-600-390	FIRE TRAINING	20,930.54	0.00
001-261-610-350	TRAVEL	1,428.38	0.00
001-261-620-370	INSURANCE	605.22	0.00
001-261-625-380	UTILITIES	1,989.11	0.00
001-261-630-360	SHOP REPAIRS & MAINT	548.93	0.00
001-261-691-550	MISCELLANEOUS	75.42	0.00
001-261-918-805	MACHINERY AND EQUIP	179.97	0.00
001-281-525-231	GAS & OIL	4.00	0.00
001-281-535-233	UNIFORMS	283.95	0.00
001-281-604-330	COPIER/PHONES/IPADS/	48.46	0.00
001-281-610-350	TRAVEL	5.00	0.00
001-281-690-553	TRAINING	5.00	0.00
001-281-820-874	PRINCIPAL (VEHICLES)	407.00	0.00
001-281-830-873	INTEREST (VEHICLES)	44.38	0.00
001-290-625-380	UTILITIES / CODE RED	4,043.18	0.00
001-301-501-200	SUPPLIES	47.64	0.00
001-301-525-231	GAS & OIL	16.00	0.00
001-301-535-233	UNIFORMS	390.51	0.00
001-301-555-250	SUPPLIES & SMALL TOO	729.39	0.00
001-301-560-270	CONSTRUCTION MATERI	4,481.80	0.00
001-301-561-271	SPRAYING- DRAINAGE M	6,157.55	0.00
001-301-565-272	STREETS SIGNS & PAINT	1,602.15	0.00
001-301-604-330	COMMUNICATIONS	408.73	0.00
001-301-610-350	TRAINING	41.00	0.00
001-301-620-370	INSURANCE	1,857.97	0.00
001-301-625-380	UTILITIES	32.17	0.00
001-301-630-360	SHOP REPAIRS & MAINT	1,115.98	0.00
001-301-630-400	EQUIPMENT REPAIR &	100.00	0.00
001-301-820-874	PRINCIPAL	407.00	0.00
001-301-830-873	INTEREST	44.37	0.00
001-302-625-380	UTILITIES	3,743.11	0.00
001-360-525-231	GAS & OIL	2.00	0.00
001-360-620-370	INSURANCE	172.48	0.00
001-550-501-204	GAS & OIL	8.00	0.00
001-550-501-208	JANITORIAL FEES	343.74	0.00
001-550-501-220	CLASS/ACTIVITY SUPPLIE	833.40	0.00
001-550-501-415	SPORTS PROGRAMS	2,084.00	0.00
001-550-600-300	PROFESSIONAL SERVICE	1,181.88	0.00
001-550-600-310	PARK - JANITORIAL SVCS	2,460.00	0.00
001-550-600-320	CONTRACT LABOR, UMP	4,482.45	80.00
001-550-600-330	COMMUNICATIONS / PH	48.47	0.00
001-550-600-340	UTILITIES	5,495.45	0.00
001-550-600-370	EQUIP. REPAIR/MAINT	277.47	0.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
001-550-630-426	BUILDING MAINT/REPAI	1,364.00	0.00
001-600-721-813	TRAFFIC LIGHT MAINT	768.00	0.00
001-600-912-808	STREET IMPROVEMENTS	13,950.00	0.00
001-600-948-857	STORM DRAINAGE	800.00	0.00
001-800-820-840	2016 BOND: 3M POLICE	110,000.00	0.00
001-800-820-855	2016 BOND: 2.4 M POLI	90,000.00	0.00
001-800-830-829	2016 BOND: 3M POLICE	29,856.25	0.00
001-800-830-830	2016 BOND: 2.4 M POLI	24,256.25	0.00
001-900-990-998	CONTINGENCY FUND	2,423.83	0.00
015-505-541-237	OPERATING SUPPLIES	233.54	0.00
015-505-600-338	CONTRACT & LEGAL SER	269.33	0.00
015-505-691-550	MISCELLANEOUS	64.50	0.00
022-322-525-231	GAS & OIL	297.30	0.00
022-322-535-233	UNIFORMS	649.82	0.00
022-322-555-250	SUPPLIES & SMALL TOO	212.01	0.00
022-322-600-300	PROFESSIONAL SERVICE	30.00	0.00
022-322-604-330	COMMUNICATIONS	130.23	0.00
022-322-630-360	SHOP REPAIRS & MAINT	7,759.35	0.00
022-322-820-874	PRINCIPAL-2 FRONT LOA	6,569.47	0.00
022-322-830-873	INTEREST	621.08	0.00
022-325-525-231	GAS & OIL	259.30	0.00
022-325-535-233	UNIFORMS	305.19	0.00
022-325-630-360	SHOP REPAIRS & MAINT	253.14	0.00
022-329-501-200	KEEP STARKVILLE BEAUT	687.75	0.00
022-329-575-274	KEEP STK BEAUTIFUL-CH	476.70	0.00
022-341-525-231	GAS & OIL	267.30	0.00
022-341-535-233	UNIFORMS	305.19	0.00
022-341-620-370	INSURANCE	1,188.84	0.00
022-341-630-360	SHOP REPAIRS & MAINT	307.06	0.00
022-341-691-550	MISC / CONTRACT SERVI	1,104.00	0.00
022-341-820-874	PRINCIPAL-SWEEPER/F2	3,420.24	0.00
022-341-830-873	INTEREST	323.35	0.00
023-323-525-231	GAS & OIL	263.30	0.00
023-323-620-370	INSURANCE	2,135.94	0.00
023-323-625-380	UTILITIES	45.11	0.00
107-112-600-303	DATA PROCESSING	175.00	0.00
319-600-912-861	ROADWAY IMPROVEME	3,022.41	0.00
319-600-948-850	TRAFFIC CONTROL	4,900.00	0.00
375-551-840-880	PRINCIPAL - POOL	1,293.89	0.00
375-551-840-881	INTEREST-POOL	17.36	0.00
375-551-907-110	TRANSFER TO 001 MAIN	62,500.00	62,500.00
610-000-147-656	DUE TO GOVERNMENT	18,007.36	0.00
630-000-147-657	DUE TO MISSISSIPPI STA	29,624.75	0.00
630-000-147-664	DUE TO VISITORS/CONV	22,218.56	0.00
630-000-148-655	DUE TO EDA	22,218.56	0.00
Grand Total:		608,729.68	63,873.73

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	605,707.27	63,873.73
17026	3,022.41	0.00
Grand Total:		608,729.68
		63,873.73



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 Docket by Starkville Utilities in accordance with the State Purchasing Statute.

David Wise

David M. Wise, CPA
Manager of Accounting & Finance

STARKVILLE UTILITIES
PRG. ACTPAYLT

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INVOICE	DATE	PO NBR	DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH	SEQ
VENDOR: 110 ARKANSAS ELECTRIC												
03909559	09/20/18	8282	Materials		10/03/18	8024.15	.00	ACH				
VENDOR TOTAL:						8024.15						
VENDOR: 125 AT & T												
1007 - 9/01/18	09/20/18	0	Phones		10/03/18	128.41	.00	CHK				
VENDOR TOTAL:						128.41						
VENDOR: 134 ATWELL & GENT, P.A.												
8704	09/25/18	0	Engineering Services		10/03/18	700.00	.00	ACH				
8706	09/25/18	0	Engineering Services		10/03/18	1390.00	.00	ACH				
8707	09/25/18	0	Engineering Services		10/03/18	11390.00	.00	ACH				
8709	09/25/18	0	Engineering Services		10/03/18	1020.00	.00	ACH				
VENDOR TOTAL:						14500.00						
VENDOR: 146 AT&T												
1737 - 9/09/18	09/25/18	0	Phone/internet bill		10/03/18	44.23	.00	CHK				
VENDOR TOTAL:						44.23						
VENDOR: 208 BERRY ELECTRIC, LLC												
4320, 4321	09/21/18	8316	Electrical Contractor		10/03/18	1015.00	.00	CHK				
VENDOR TOTAL:						1015.00						
VENDOR: 283 CHANCELLOR SUPPLY INC.												
50008473-01&02	09/21/18	8221	Materials		10/03/18	3193.50	.00	CHK				
VENDOR TOTAL:						3193.50						
VENDOR: 307 CITY OF STARKVILLE												
AUG 2018-EXP	09/20/18	0	Due to City - Aug 2018		10/03/18	332.88	.00	CHK				
VENDOR TOTAL:						332.88						
VENDOR: 318 CLAYTON VILLAGE MINI STG												
9/20/18	09/25/18	0	Storage unit rental		10/03/18	230.00	.00	ACH				
VENDOR TOTAL:						230.00						

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INVOICE	DATE	PO NBR	DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH	SEQ
VENDOR: 341 CDW GOVERNMENT, INC												
PC27141	09/20/18	8298	Computer equipment		10/03/18	546.55		.00 ACH				
VENDOR TOTAL:						546.55						
VENDOR: 348 DELL MARKETING L.P.												
9/01/18	09/20/18	0	Computer software		10/03/18	363.00		.00 CHK				
VENDOR TOTAL:						363.00						
VENDOR: 420 DAVID WISE												
9/10/18	09/20/18	0	Travel and training		10/03/18	359.77		.00 ACH				
VENDOR TOTAL:						359.77						
VENDOR: 552 EXPRESS SERVICES, INC												
20982477, 180861	09/20/18	0	Temp Office Employees		10/03/18	1546.88		.00 ACH				
21188148	09/20/18	0	Temp Office Employees		10/03/18	666.19		.00 ACH				
VENDOR TOTAL:						2213.07						
VENDOR: 691 GATEWAY TIRE&SERVICE CENTER												
I104298640	09/20/18	8296	Repairs		10/03/18	87.43		.00 CHK				
I104315807	09/21/18	8309	Repairs		10/03/18	307.53		.00 CHK				
VENDOR TOTAL:						394.96						
VENDOR: 696 GARNER LUMLEY ELECTRIC												
552317, 183, 544	09/20/18	8280	Electrical Materials		10/03/18	4721.45		.00 ACH				
552356	09/20/18	8292	Meter supplies		10/03/18	4260.00		.00 ACH				
VENDOR TOTAL:						8981.45						
VENDOR: 721 GOLDEN TRIANGLE												
8/31/18 STMT	09/20/18	8306	Landfill charges		10/03/18	984.15		.00 CHK				
VENDOR TOTAL:						984.15						
VENDOR: 730 GRESKO UTILITY SUPPLY, INC.												
50014166-00	09/20/18	8154	300 kv Padmount		10/03/18	8670.00		.00 ACH				
50014615-00	09/20/18	8281	Materials		10/03/18	710.00		.00 ACH				

STARKVILLE UTILITIES
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60004114-01	09/20/18		8233 Electrical Materials		10/03/18	1042.50	.00	ACH				
VENDOR TOTAL:						10422.50						
VENDOR: 733 GUARDIAN LOCK AND KEY												
5010	09/25/18		0 Keys and Service call		10/03/18	211.20	.00	CHK				
VENDOR TOTAL:						211.20						
VENDOR: 809 HOWARD INDUSTRIES, INC.												
248386-739644	09/20/18		8263 Luminaries		10/03/18	1827.00	.00	ACH				
VENDOR TOTAL:						1827.00						
VENDOR: 812 HELENA CHEMICAL COMPANY												
62080715	09/20/18		8283 Chemicals		10/03/18	720.00	.00	CHK				
VENDOR TOTAL:						720.00						
VENDOR: 907 INDOFF, INC.												
3145806	09/20/18		8266 Office Supplies		10/03/18	265.99	.00	ACH				
VENDOR TOTAL:						265.99						
VENDOR: 1010 JT RAY COMPANY												
180914-0408	09/20/18		0 Copier service		10/03/18	57.96	.00	CHK				
VENDOR TOTAL:						57.96						
VENDOR: 1011 JACOB FORRESTER												
9/11/18	09/20/18		0 Travel		10/03/18	620.14	.00	ACH				
VENDOR TOTAL:						620.14						
VENDOR: 1205 LOWE'S												
10323	09/21/18		0 Repair parts		10/03/18	52.90	.00	CHK				
9/04-9/18/18	09/20/18		8313 Parts and supplies		10/03/18	496.66	.00	CHK				
VENDOR TOTAL:						549.56						

STARKVILLE UTILITIES
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VENDOR:	1217		LIGHTS AND BALLASTS LLC									
419399	09/21/18		0 Light replacements		10/03/18	240.00	.00	CHK				
					VENDOR TOTAL:	240.00						
VENDOR:	1297	MCI										
4DP90225 - 9/11	09/20/18		0 Phone bill		10/03/18	32.57	.00	CHK				
					VENDOR TOTAL:	32.57						
VENDOR:	1319	MONT'S PAPER & PACKAGING										
332064	09/20/18		0 Office supplies		10/03/18	10.38	.00	ACH				
					VENDOR TOTAL:	10.38						
VENDOR:	1400	NESCO										
0531.02, 0845.01	09/20/18		8294 Electrical supplies		10/03/18	297.82	.00	ACH				
					VENDOR TOTAL:	297.82						
VENDOR:	1406	NORTHEAST EXTERMINATING										
9/06/18	09/20/18		8305 Pest control		10/03/18	45.00	.00	ACH				
					VENDOR TOTAL:	45.00						
VENDOR:	1531	MDR CONSTRUCTION, INC.										
29-22803	09/20/18		8304 Contractor		10/03/18	16265.00	.00	ACH				
					VENDOR TOTAL:	16265.00						
VENDOR:	1623	POWERSTROKE EQUIPMENT SALES										
3214	09/20/18		8260 Repairs		10/03/18	61.99	.00	ACH				
3278	09/20/18		8308 Repairs		10/03/18	53.98	.00	ACH				
					VENDOR TOTAL:	115.97						
VENDOR:	1662	PROGRAPHICS										
73586	09/20/18		8189 Supplies		10/03/18	75.00	.00	CHK				
					VENDOR TOTAL:	75.00						

STARKVILLE UTILITIES
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ACCOUNTS PAYABLE LISTING
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INVOICE	DATE	PO NBR	DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH	SEQ
VENDOR: 1679 PITNEY BOWES												
1009357376	09/20/18	0	Postage		10/03/18	120.00	.00	CHK				
VENDOR TOTAL:						120.00						
VENDOR: 1800 RACKLEY OIL, INC.												
118452-1	09/25/18	8229	Parts		10/03/18	19.00	.00	ACH				
VENDOR TOTAL:						19.00						
VENDOR: 1810 REGIONS COMMERCIAL BANKCARD												
9/04/18	09/21/18	0	Supplies and training		10/03/18	1625.32	.00	CHK				
VENDOR TOTAL:						1625.32						
VENDOR: 1818 UNITED RENTALS, INC.												
157230261-005	09/20/18	8315	Equipment rental		10/03/18	1395.01	.00	ACH				
943761631-128	09/20/18	8312	Equipment rental		10/03/18	1000.00	.00	ACH				
VENDOR TOTAL:						2395.01						
VENDOR: 1886 SEDC												
23699	09/20/18	0	Billing services		10/03/18	21890.00	.00	ACH				
VENDOR TOTAL:						21890.00						
VENDOR: 1887 S & S LINE SERVICE												
1952-1953	09/21/18	0	ROW Clearing		10/03/18	6734.28	.00	ACH				
1956-1957	09/20/18	0	ROW Clearing		10/03/18	6413.60	.00	ACH				
VENDOR TOTAL:						13147.88						
VENDOR: 1910 STARKVILLE ELEC DEPT												
AUG 2018	09/21/18	0	Utility bills		10/03/18	334.91	.00	DFT				
VENDOR TOTAL:						334.91						
VENDOR: 1940 STUART C. IRBY												
S010933987.264	09/21/18	8295	Supplies		10/03/18	1646.00	.00	ACH				
VENDOR TOTAL:						1646.00						

STARKVILLE UTILITIES
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INVOICE	DATE	PO NBR	DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH SEQ	
VENDOR: 1945 SULLIVAN'S												
37819, 848, 997	09/20/18		0 Office supplies		10/03/18	896.86	.00	ACH				
38000, 38046	09/20/18		0 Office supplies		10/03/18	22.41	.00	ACH				
VENDOR TOTAL:						919.27						
VENDOR: 1997 SOUTHEASTERN TESTING LAB												
367198	09/20/18	8311	Supplies		10/03/18	163.60	.00	ACH				
VENDOR TOTAL:						163.60						
VENDOR: 2015 TEMPLE & SON CO., INC												
INV0178190	09/21/18	8301	Small equipment		10/03/18	820.45	.00	ACH				
VENDOR TOTAL:						820.45						
VENDOR: 2021 TCC FACILITIES MANAGEMENT												
3309	09/20/18		0 Janitorial services		10/03/18	450.00	.00	ACH				
VENDOR TOTAL:						450.00						
VENDOR: 2104 UPS												
12031F368	09/20/18		0 Postage		10/03/18	30.04	.00	CHK				
12031F378	09/21/18		0 Postage		10/03/18	73.46	.00	CHK				
VENDOR TOTAL:						103.50						
VENDOR: 2118 BORDER STATES ELECTRIC												
916105873	09/21/18	8234	Materials		10/03/18	5604.50	.00	ACH				
VENDOR TOTAL:						5604.50						
VENDOR: 2120 YOUNG WELDING SUPPLY, INC.												
00337677	09/21/18	8268	Gas cylinder rental		10/03/18	46.90	.00	ACH				
VENDOR TOTAL:						46.90						
VENDOR: 2210 VERIZON WIRELESS												
9813755781	09/20/18		0 Phone bill		10/03/18	1951.96	.00	CHK				
9813755782	09/20/18		0 Phone bill		10/03/18	176.35	.00	CHK				
VENDOR TOTAL:						2128.31						

STARKVILLE UTILITIES
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 10/03/18 ACCOUNT 23200

UNPAID INVOICES

PAGE 7
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INVOICE	DATE	PO NBR DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH SEQ
VENDOR: 2305 WASTE PRO										
160287	09/20/18	8156 Commercial waste fees		10/03/18	401.25	.00	CHK			
VENDOR TOTAL:					401.25					
VENDOR: 2327 WAUKAWAY DISTRIBUTORS, INC.										
46382	09/20/18	0 Water		10/03/18	24.30	.00	ACH			
VENDOR TOTAL:					24.30					
VENDOR: 9909882 CRAIG JACKSON										
9/26/18	09/26/18	0 Damages to property		10/03/18	219.99	.00	CHK			
VENDOR TOTAL:					219.99					
VENDOR: 99009736 INTERNAL REVENUE SERVICE										
CP161-9/24/18	09/25/18	0 Payroll taxes		10/03/18	1566.80	.00	CHK			
VENDOR TOTAL:					1566.80					
GRAND TOTAL:					126694.20					

STARKVILLE WATER DEPT
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 10/03/18 ACCOUNT 23110

UNPAID INVOICES

PAGE 1
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INVOICE	DATE	PO NBR	DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH	SEQ
VENDOR: 4 INNOVATIVE BROADCAST SERVICE												
7353,426,648,640	09/20/18		0 SCADA Tank Servicing		10/03/18	12201.30	.00	CHK				
VENDOR TOTAL:						12201.30						
VENDOR: 57 ALLIED UNIVERSAL CORPORATION												
11496721, 496723	09/21/18		2197 Chemicals		10/03/18	1448.80	.00	ACH				
VENDOR TOTAL:						1448.80						
VENDOR: 76 APAC MISSISSIPPI, INC.												
4000081393	09/21/18		2327 Asphalt repairs		10/03/18	152.88	.00	ACH				
4000081547	09/21/18		2395 Asphalt		10/03/18	291.06	.00	ACH				
81703, 81675	09/21/18		2395 Asphalt repairs		10/03/18	1236.28	.00	ACH				
VENDOR TOTAL:						1680.22						
VENDOR: 124 ATMOS ENERGY												
3020752702-9/11	09/20/18		0 Utility bill		10/03/18	28.90	.00	ACH				
VENDOR TOTAL:						28.90						
VENDOR: 134 ATWELL & GENT, PA												
8705	09/25/18		0 Engineering services		10/03/18	260.00	.00	ACH				
VENDOR TOTAL:						260.00						
VENDOR: 152 BUGS-B-GONE												
306784, 305937	09/20/18		0 Pest control		10/03/18	135.00	.00	ACH				
VENDOR TOTAL:						135.00						
VENDOR: 202 BELL BUILDING SUPPLY												
235512	09/21/18		2404 Parts		10/03/18	66.05	.00	ACH				
235530	09/21/18		2401 Supplies		10/03/18	17.89	.00	ACH				
236233	09/21/18		2457 Parts		10/03/18	47.69	.00	ACH				
236331	09/21/18		2404 Parts		10/03/18	28.54	.00	ACH				
236483	09/21/18		2429 Parts		10/03/18	41.48	.00	ACH				
3182985-000-000	09/21/18		2361 Parts		10/03/18	525.00	.00	ACH				
VENDOR TOTAL:						726.65						

STARKVILLE WATER DEPT
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 10/03/18 ACCOUNT 23110

UNPAID INVOICES

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INVOICE	DATE	PO NBR	DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH SEQ
VENDOR: 208 BERRY ELECTRIC, LLC											
4319	09/25/18		0 Repairs		10/03/18	410.00	.00	CHK			
VENDOR TOTAL:						410.00					
VENDOR: 220 CENTRAL PIPE SUPPLY											
S100147717.001	09/21/18		2201 Pipes and supplies		10/03/18	3122.38	.00	ACH			
S100153559.001	09/21/18		2384 Meter supplies		10/03/18	1181.94	.00	ACH			
VENDOR TOTAL:						4304.32					
VENDOR: 251 COBURN SUPPLY COMPANY, INC.											
641507384	09/21/18		2364 Repair parts		10/03/18	1148.94	.00	CHK			
641507384-1	09/21/18		2364 Parts		10/03/18	1906.56	.00	CHK			
641544696	09/21/18		2407 Supplies		10/03/18	2134.98	.00	CHK			
VENDOR TOTAL:						5190.48					
VENDOR: 267 COLUMBUS FENCE COMPANY, LLC											
22372	09/20/18		0 Fencing		10/03/18	1150.00	.00	CHK			
VENDOR TOTAL:						1150.00					
VENDOR: 305 DIXIE WHOLESALE WATERWORKS											
489813	09/21/18		2434 Parts		10/03/18	495.16	.00	ACH			
490064	09/21/18		2329 Hydrant		10/03/18	735.47	.00	ACH			
490625	09/21/18		2408 Parts		10/03/18	562.38	.00	ACH			
VENDOR TOTAL:						1793.01					
VENDOR: 362 CONSOLIDATED PIPE & SUPPLY											
3183058-000-000	09/21/18		2346 Parts		10/03/18	840.00	.00	CHK			
3183091-000-000	09/21/18		2362 Supplies		10/03/18	75.00	.00	CHK			
3183164-000-000	09/21/18		2371 Meter supplies		10/03/18	1991.44	.00	CHK			
VENDOR TOTAL:						2906.44					
VENDOR: 372 COVINGTON SALES & SERVICE											
80771	09/21/18		2394 Repairs		10/03/18	389.99	.00	ACH			
VENDOR TOTAL:						389.99					

STARKVILLE WATER DEPT
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 10/03/18 ACCOUNT 23110

UNPAID INVOICES

PAGE 3
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INVOICE	DATE	PO NBR	DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH	SEQ
VENDOR: 400 IVY AUTO PARTS												
4418,4224,4165	09/21/18	2382	Parts		10/03/18	169.97	.00	ACH				
VENDOR TOTAL:						169.97						
VENDOR: 450 ENVIRO-LABS, INC.												
2596	09/21/18	2431	Supplies		10/03/18	69.00	.00	ACH				
VENDOR TOTAL:						69.00						
VENDOR: 485 DONALD SMITH COMPANY, INC												
4180816	09/21/18	2428	Well improvements		10/03/18	69167.00	.00	CHK				
VENDOR TOTAL:						69167.00						
VENDOR: 494 ELECTRIC MOTOR												
0119186	09/21/18	2365	Repairs		10/03/18	29.92	.00	ACH				
VENDOR TOTAL:						29.92						
VENDOR: 606 4-COUNTY EPA												
8/01-8/31/18	09/20/18	0	Utilities expense		10/03/18	10369.88	.00	CHK				
VENDOR TOTAL:						10369.88						
VENDOR: 620 G & C SUPPLY CO., INC.												
6709224	09/21/18	2388	Parts		10/03/18	218.52	.00	ACH				
6709760	09/21/18	2388	Parts		10/03/18	308.87	.00	ACH				
VENDOR TOTAL:						527.39						
VENDOR: 621 EMPIRE TRUCK SALES, LLC												
CE005076523.01	09/21/18	2540	Repairs		10/03/18	22.15	.00	CHK				
VENDOR TOTAL:						22.15						
VENDOR: 626 GROUNDSTONE CONSTRUCTION												
291-5	09/21/18	2420	Concrete		10/03/18	3750.00	.00	CHK				
VENDOR TOTAL:						3750.00						

STARKVILLE WATER DEPT
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 10/03/18 ACCOUNT 23110

UNPAID INVOICES

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RUN DATE 09/25/18 09:42 AM

INVOICE	DATE	PO NBR	DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH SEQ
VENDOR: 700 HEMPHILL CONSTRUCTION CO.											
RFP 7	09/21/18		0 Pump Station Modifications		10/03/18	46673.71	.00	CHK			
VENDOR TOTAL:						46673.71					
VENDOR: 702 HACH											
11121804	09/21/18		2277 Chemicals		10/03/18	259.16	.00	ACH			
VENDOR TOTAL:						259.16					
VENDOR: 1168 LEE'S PRECAST CONCRETE											
116539	09/21/18		2311 Parts		10/03/18	64.00	.00	CHK			
VENDOR TOTAL:						64.00					
VENDOR: 1205 LOWE'S											
5/18-9/02/18	09/21/18		0 Repair parts		10/03/18	544.49	.00	CHK			
VENDOR TOTAL:						544.49					
VENDOR: 1233 TERRY'S GARAGE AND REPAIR											
1032	09/21/18		2406 Truck repairs		10/03/18	839.55	.00	CHK			
876	09/21/18		2190 Repairs		10/03/18	326.64	.00	CHK			
VENDOR TOTAL:						1166.19					
VENDOR: 1322 MMC MATERIALS, INC.											
561002	09/21/18		2359 Concrete		10/03/18	224.00	.00	CHK			
561874	09/21/18		2381 Concrete		10/03/18	240.00	.00	CHK			
562807	09/21/18		2381 Concrete		10/03/18	690.25	.00	CHK			
842,071,510,959	09/21/18		2360 Concrete		10/03/18	1775.00	.00	CHK			
VENDOR TOTAL:						2929.25					
VENDOR: 1329 NORTH CENTRAL LABORATORIES											
401409-1	09/25/18		0 Lab supplies		10/03/18	50.00	.00	ACH			
VENDOR TOTAL:						50.00					

STARKVILLE WATER DEPT
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 10/03/18 ACCOUNT 23110

UNPAID INVOICES

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INVOICE	DATE	PO NBR	DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH	SEQ	
VENDOR: 1335 NETWORKFLEET, INC.													
OSV00001542291	09/20/18		0 Vehicle services-CITY206		10/03/18	454.80		.00	CHK				
VENDOR TOTAL:						454.80							
VENDOR: 1341 MS DEVELOPMENT AUTHORITY													
9/01/18	09/25/18		0 CAP Loan Payments		10/03/18	22011.45		.00	CHK				
VENDOR TOTAL:						22011.45							
VENDOR: 1525 OKTIBBEHA COUNTY COOP													
428752	09/21/18		2367 Supplies		10/03/18	68.00		.00	ACH				
434296	09/21/18		2412 Parts		10/03/18	29.99		.00	ACH				
435883	09/21/18		2419 Uniforms		10/03/18	264.23		.00	ACH				
437328	09/21/18		2456 Supplies		10/03/18	74.00		.00	ACH				
VENDOR TOTAL:						436.22							
VENDOR: 1800 RACKLEY OIL, INC.													
491034	09/21/18		2397 Fuel		10/03/18	73.61		.00	ACH				
VENDOR TOTAL:						73.61							
VENDOR: 1905 STARKVILLE AUTO PARTS													
5151-116658	09/21/18		2335 Parts		10/03/18	49.99		.00	CHK				
561,504,492,475	09/21/18		2322 Parts and supplies		10/03/18	436.21		.00	CHK				
650,412,332,237	09/21/18		2247 Repair parts		10/03/18	1445.51		.00	CHK				
VENDOR TOTAL:						1931.71							
VENDOR: 1909 STARKVILLE ELEC - UTILITIES													
9/01-9/25/18	09/20/18		0 Utility bills		10/03/18	58273.94		.00	DFT				
VENDOR TOTAL:						58273.94							
VENDOR: 1937 SOUTHERN PIPE & SUPPLY													
2162672-00	09/21/18		2257 Equipment		10/03/18	2605.00		.00	ACH				
2230822-00	09/21/18		2316 Pipes		10/03/18	25.80		.00	ACH				
2317354, 2312124	09/21/18		2416 Parts		10/03/18	370.76		.00	ACH				
VENDOR TOTAL:						3001.56							

STARKVILLE WATER DEPT
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 10/03/18 ACCOUNT 23110

UNPAID INVOICES

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INVOICE	DATE	PO NBR	DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH SEQ
VENDOR: 1944 ROOTX											
53658	09/21/18	2427	Chemicals		10/03/18	1749.42	.00	CHK			
VENDOR TOTAL:						1749.42					
VENDOR: 1945 SULLIVAN'S OFFICE SUPPLY											
37642	09/21/18	2378	Office supplies		10/03/18	219.96	.00	ACH			
VENDOR TOTAL:						219.96					
VENDOR: 2018 TRADE AMERICA											
22799	09/21/18	2352	Office supplies		10/03/18	490.13	.00	ACH			
22826	09/21/18	2400	Supplies		10/03/18	212.21	.00	ACH			
22842, 22822	09/21/18	2398	Supplies		10/03/18	1160.05	.00	ACH			
VENDOR TOTAL:						1862.39					
VENDOR: 2104 UPS											
24W1X6368	09/20/18	0	Postage		10/03/18	43.31	.00	CHK			
24W1X6378	09/20/18	0	Postage		10/03/18	28.60	.00	CHK			
VENDOR TOTAL:						71.91					
VENDOR: 2201 WRIGHT CHEMICAL, LLC											
1021	09/21/18	2355	Chemicals		10/03/18	980.00	.00	CHK			
VENDOR TOTAL:						980.00					
VENDOR: 2202 WAYPOINT ANALYTICAL											
1041593	09/21/18	2383	Weekly testing and analysis		10/03/18	234.00	.00	ACH			
1041708	09/21/18	2383	Weekly testing and analysis		10/03/18	234.00	.00	ACH			
VENDOR TOTAL:						468.00					
VENDOR: 2203 VACUUM TRUCK SALES & SERVICE											
AL13137	09/21/18	2302	Computer equipment		10/03/18	3508.75	.00	ACH			
VENDOR TOTAL:						3508.75					

STARKVILLE WATER DEPT
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 10/03/18 ACCOUNT 23110

UNPAID INVOICES

PAGE 7
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INVOICE	DATE	PO NBR	DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH	SEQ	
VENDOR: 2209 THE WELDING WORKS, LLC													
2682	09/21/18		1712 Repairs		10/03/18	190.00	.00	CHK					
2775	09/21/18		1907 Repairs		10/03/18	240.00	.00	CHK					
2785	09/21/18		2060 Repairs		10/03/18	300.00	.00	CHK					
VENDOR TOTAL:						730.00							
VENDOR: 2210 VERIZON WIRELESS													
9813755783	09/20/18		0 Phone bill		10/03/18	59.65	.00	CHK					
VENDOR TOTAL:						59.65							
VENDOR: 2221 VOLKERT, INC.													
00708012	09/20/18		0 Professional services		10/03/18	5899.00	.00	CHK					
00908011	09/20/18		0 Professional services		10/03/18	6725.00	.00	CHK					
VENDOR TOTAL:						12624.00							
VENDOR: 9909810 LESLIE DEAN													
787	09/25/18		0 Maintenance		10/03/18	750.00	.00	ACH					
788	09/25/18		0 Maintenance		10/03/18	1600.00	.00	ACH					
VENDOR TOTAL:						2350.00							
VENDOR: 99009783 TERRY STIDHAM CONSTRUCTION													
898000	09/20/18		0 Water line repairs		10/03/18	800.00	.00	ACH					
VENDOR TOTAL:						800.00							
GRAND TOTAL:						280024.59							



CITY OF STARKVILLE
RECOMMENDATION FOR BOARD ACTION

AGENDA ITEM NO: Finance and Admin
AGENDA DATE: 10-02-18
PAGE: 1 of 8

SUBJECT: Request approval of 2018 Municipal Compliance Questionnaire

AMOUNT & SOURCE OF FUNDING: N/A

REQUESTING
DEPARTMENT: Finance and Admin

DIRECTOR'S
AUTHORIZATION: Lesa Hardin

DEADLINE: 10/31/18

SUGGESTED MOTION:

MOVE APPROVAL OF THE 2018 MUNICIPAL COMPLIANCE QUESTIONNAIRE

Municipal Compliance Questionnaire

As part of the municipality's audit, the governing authorities of the municipality must make certain assertions with regard to legal compliance. The municipal compliance questionnaire was developed for this purpose.

The following questionnaire and related certification must be completed at the end of the municipality's fiscal year and entered into the official minutes of the governing authorities at their next regular meeting.

The governing authorities should take care to answer these questions accurately. Incorrect answers could reduce the auditor's reliance on the questionnaire responses, resulting in the need to perform additional audit procedures at added cost.

Information

Note: Due to the size of some municipalities, some of the questions may not be applicable. If so, mark N/A in answer blanks. Answers to other questions may require more than "yes" or "no," and, as a result, more information on this questionnaire may be required and/or separate work papers may be needed.

1. Name and address of municipality:

____ City of Starkville _____
____ 110 West Main St, Starkville, MS 39759 _____

2. List the date and population of the latest official U.S. Census or most recent official census:

____ 2010 - 23888 _____

3. Names, addresses and telephone numbers of officials (include elected officials, chief administrative officer, and attorney).

____ See Attached (Appendix A) _____

4. Period of time covered by this questionnaire:

From: October 1, 2017 To: September 30, 2018

5. Expiration date of current elected officials' term: June 30, 2021

MUNICIPAL COMPLIANCE QUESTIONNAIRE

Year Ended September 30, 2018

Answer All Questions: Y - YES, N - NO, N/A - NOT APPLICABLE

PART I - General

1. Have all ordinances been entered into the ordinance book and included in the minutes? (Section 21-13-13) Y
2. Do all municipal vehicles have public license plates and proper markings? (Sections 25-1-87 and 27-19-27) Y
3. Are municipal records open to the public? (Section 25-61-5) Y
4. Are meetings of the board open to the public? (Section 25-41-5) Y
5. Are notices of special or recess meetings posted? (Section 25-41-13) Y
5. Are all required personnel covered by appropriate surety bonds?
 - . Board or council members (Sec. 21-17-5) Y
 - Ⓢ Appointed officers and those handling money, see statutes governing the form of government (i.e., Section 21-3-5 for Code Charter) Y
 - Ⓢ Municipal clerk (Section 21-15-38) Y
 - Ⓢ Deputy clerk (Section 21-15-23) Y
 - Ⓢ Chief of police (Section 21-21-1) Y
 - Ⓢ Deputy police (Section 45-5-9) (if hired under this law) NA
7. Are minutes of board meetings prepared to properly reflect the actions of the board? (Sections 21-15-17 and 21-15-19) Y
8. Are minutes of board meetings signed by the mayor or majority of the board within 30 days of the meeting? (Section 21-15-33) Y
9. Has the municipality complied with the nepotism law in its employment practices? (Section 25-1-53) Y
10. Did all officers, employees of the municipality, or their relatives avoid any personal interest in any contracts with the municipality during their term or within one year after their terms of office or employment? (Section 25-4-105) Y
11. Does the municipality contract with a Certified Public Accountant or an auditor approved by the State Auditor for its annual audit within twelve months of the end of each fiscal year? (Section 21-35-31) Y

12. Has the municipality published a synopsis or notice of the annual audit within 30 days of acceptance?
(Section 21-35-31 or 21-17-19) Y

PART II - Cash and Related Records

1. Where required, is a claims docket maintained?
(Section 21-39-7) Y
2. Are all claims paid in the order of their entry in the claims docket? (Section 21-39-9) Y
3. Does the claims docket identify the claimant, claim number, amount and fund from which each warrant will be issued?
(Section 21-39-7) Y
4. Are all warrants approved by the board, signed by the mayor or majority of the board, attested to by the clerk, and bearing the municipal seal? (Section 21-39-13) Y
5. Are warrants for approved claims held until sufficient cash is available in the fund from which it is drawn?
(Section 21-39-13) Y
6. Has the municipality adopted and entered on its minutes a budget in the format prescribed by the Office of the State Auditor? (Sections 21-35-5, 21-35-7 and 21-35-9) Y
7. Does the municipality operate on a cash basis budget, except for expenditures paid within 30 days of fiscal year end or for construction in progress? (Section 21-35-23) Y
8. Has the municipality held a public hearing and published its adopted budget? (Sections 21-35-5, 27-39-203, & 27-39-205) Y
9. Has the municipality complied with legal publication requirements when budgetary changes of 10% or more are made to a department's budget? (Section 21-35-25) Y
10. If revenues are less than estimated and a deficit is anticipated, did the board revise the budget by its regular July meeting? (Section 21-35-25) Y

- | | | |
|-----|--|------------|
| 11. | Have financial records been maintained in accordance with the chart of accounts prescribed by the State Auditor? (Section 21-35-11) | Y
_____ |
| 12. | Does the municipal clerk submit to the board a monthly report of expenditures against each budget item for the preceding month and fiscal year to date and the unexpended balances of each budget item? (Section 21-35-13) | Y
_____ |
| 13. | Does the board avoid approving claims and the city clerk not issue any warrants which would be in excess of budgeted amounts, except for court-ordered or emergency expenditures? (Section 21-35-17) | Y
_____ |
| 14. | Has the municipality commissioned municipal depositories? (Sections 27-105-353 and 27-105-363) | Y
_____ |
| 15. | Have investments of funds been restricted to those instruments authorized by law? (Section 21-33-323) | Y
_____ |
| 16. | Are donations restricted to those specifically authorized by law? [Section 21-17-5 (Section 66, Miss. Constitution) -- Sections 21-19-45 through 21-19-59, etc.] | Y
_____ |
| 17. | Are fixed assets properly tagged and accounted for? (Section II - Municipal Audit and Accounting Guide) | Y
_____ |
| 18. | Is all travel authorized in advance and reimbursements made in accordance with Section 25-3-41? | Y
_____ |
| 19. | Are all travel advances made in accordance with the State Auditor's regulations? (Section 25-3-41) | Y
_____ |

PART III - Purchasing and Receiving

- | | | |
|----|--|------------|
| 1. | Are bids solicited for purchases, when required by law (written bids and advertising)? [Section 31-7-13(b) and (c)] | Y
_____ |
| 2. | Are all lowest and best bid decisions properly documented? [Section 31-7-13(d)] | Y
_____ |
| 3. | Are all one-source item and emergency purchases documented on the board's minutes? [Section 31-7-13(m) and (k)] | Y
_____ |
| 4. | Do all officers and employees understand and refrain from accepting gifts or kickbacks from suppliers? (Section 31-7-23) | Y
_____ |

PART IV - Bonds and Other Debt

1. Has the municipality complied with the percentage of taxable property limitation on bonds and other debt issued during the year? (Section 21-33-303) Y
2. Has the municipality levied and collected taxes, in a sufficient amount for the retirement of general obligation debt principal and interest? (Section 21-33-87) Y
3. Have the required trust funds been established for utility revenue bonds? (Section 21-27-65) Y
4. Have expenditures of bond proceeds been strictly limited to the purposes for which the bonds were issued? (Section 21-33-317) Y
5. Has the municipality refrained from borrowing, except where it had specific authority? (Section 21-17-5) Y

PART V - Taxes and Other Receipts

1. Has the municipality adopted the county ad valorem tax rolls? (Section 27-35-167) Y
2. Are interest and penalties being collected on delinquent ad valorem taxes? (Section 21-33-53) Y
3. Has the municipality conducted an annual land sale for delinquent ad valorem taxes? (Section 21-33-63) NA
4. Have the various ad valorem tax collections been deposited into the appropriate funds? (Separate Funds for Each Tax Levy) (Section 21-33-53) Y
5. Has the increase in ad valorem taxes, if any, been limited to amounts allowed by law? (Sections 27-39-320 and 27-39-321) Y
6. Are local privilege taxes collected from all businesses located within the municipality, except those exempted? (Section 27-17-5) Y
7. Are transient vendor taxes collected from all transient vendors within the municipality, except those exempted? (Section 75-85-1) Y
8. Is money received from the state's "Municipal Fire Protection Fund" spent only to improve municipal fire departments? (Section 83-1-37) Y

9. Has the municipality levied or appropriated not less than 1/4 mill for fire protection and certified to the county it provides its own fire protection or allowed the county to levy such tax? (Sections 83-1-37 and 83-1-39) _____Y_____
10. Are state-imposed court assessments collected and settled monthly? (Section 99-19-73, 83-39-31, etc.) _____Y_____
11. Are all fines and forfeitures collected when due and settled immediately to the municipal treasury? (Section 21-15-21) _____Y_____
12. Are bids solicited by advertisement or, under special circumstances, three appraisals obtained when real property is sold? (Section 21-17-1) _____Y_____
13. Has the municipality determined the full and complete cost for solid waste for the previous fiscal year? (Section 17-17-347) _____Y_____
14. Has the municipality published an itemized report of all revenues, costs and expenses incurred by the municipality during the immediately preceding fiscal year in operating the garbage or rubbish collection or disposal system? (Section 17-17-348) _____Y_____
15. Has the municipality conducted an annual inventory of its assets in accordance with guidelines established by the Office of the State Auditor? (MMAAG) _____Y_____

APPENDIX A:

<u>Position</u>	<u>Name</u>	<u>Address</u>	<u>Telephone</u>
Mayor	D. Lynn Spruill	1016 F Louisville St	662-648-9706
Alderman Ward 1	Ben Carver	503 Cottonwood Dr	662-769-0792
Alderman Ward 2	Sandra Sistrunk	522 Chestnut Dr	662-418-4574
Alderman Ward 3	David Little	100 Cypress Point Rd	662-418-5430
Alderman Ward 4	Jason Walker	204 N. Nash St	662-617-0130
Alderman Ward 5	Patrick Miller	502 N. Montgomery St	662-418-8978
Alderman Ward 6	Roy A'. Perkins	PO Box 678	662-324-7300
Alderman Ward 7	Henry Vaughn, Sr.	105 Henderson St	662-323-2004
City Attorney	Chris Latimer	215 N. 5th St / 39701	662-245-5132

**CITY OF
STARKVILLE, MS**

Certification to Municipal Compliance Questionnaire

Year Ended September 30, 2018

We have reviewed all questions and responses as contained in this Municipal Compliance Questionnaire for the Municipality of Starkville, MS and, to the best of our knowledge and belief, all responses are accurate.

(City Clerk's Signature)

(Mayor's Signature)

(Date)

(Date)

Minute Book References:

Book Number _____

Page _____

(Clerk is to enter minute book references when questionnaire is accepted by board.)



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

AGENDA ITEM DEPT.: City Clerk / CFO
AGENDA DATE: 10.2.2018
PAGE: 1

SUBJECT:

Consideration of the approval for City Clerk / CFO Lesa Hardin to attend the 2018 Master Municipal Clerk and Committee Session to be held October 3 – 5 at MSU with a cost not to exceed \$100.

AMOUNT & SOURCE OF FUNDING

\$100 – Registration Fee Budgeted Training: 001-145-610-350

Lesla Hardin currently serves as the co-chairman of the Mississippi Municipal Clerk Education Committee and chairman of the Municipal Clerk handbook committee.

REQUESTING

DEPARTMENT: Finance and Admin

DIRECTOR'S

AUTHORIZATION: Lesa Hardin

FOR MORE INFORMATION CONTACT:

SUGGESTED MOTION:

Move approval for City Clerk / CFO Lesa Hardin to attend the 2018 Master Municipal Clerk and Committee Session to be held October 3 – 5 at MSU with a cost not to exceed \$100.

2018 Master Municipal Clerk and Committee Academy
Mississippi State University
Extension Center for Government
& Community Development
Memorial Hall – Coskrey Auditorium

The fall Master Municipal Clerk Academy will be held on the campus of Mississippi State University in Starkville, MS. Before the Master Academy session, the Mississippi Municipal Clerks and Collectors Association (MMCCA) will be hosting their fall committee session. The date and location for this event are as follows:

Date: October 3-5, 2018

Location: Memorial Hall – Coskrey Auditorium
365 Barr Ave, Starkville, MS 39759

Hotel: Comfort Suites (*Hotel Reservation opens August 15*)
801 Russell St, Starkville, MS 39759
(662) 324-9595



Group Name: MSU City Clerk

You can register for this event here: <https://fs8.formsite.com/MSUGCD/form46/index.html>

The **tentative** agenda for this event is as follows:

Wednesday | October 3

1:00 - 5:00 PM | MMCCA Committee Session and Reporting

6:00 PM | MMCCA Dinner

Thursday | October 4

8:00 - 10:00 AM | *Advanced Professional Development: Sexual Harassment,*
Brett Harvey, Director, MSU Title IX and EEO Programs

10:15 – Noon | *Advanced Technology in Government: Digital Connection*
Jason Camp, Instructor, MSU Extension

Noon- 1:00 PM | Lunch

1:00 PM- 5:00 PM | *Advanced Public Utilities: Understanding Your Audit, Budget, & Utility Rate Structures*
Jason Barrett, Assistant Professor, MSU Extension

Friday | October 5

8:00 AM- Noon | *Advanced Community Economic Development: Understanding Your Local Economy*
Rachael Carter, Economist & Community Development Specialist, MSU Extension



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

AGENDA ITEM DEPT.: Fire Department
AGENDA DATE: 10-02-18
PAGE: 1

SUBJECT: Request permission to issue a commercial burn permit to Burns Dirt Construction to burn cleared debris associated with a future construction project at Starkville/Oktibbeha Industrial Park.

AMOUNT & SOURCE OF FUNDING : N/A

FISCAL NOTE:

AUTHORIZATION HISTORY:

**REQUESTING
DEPARTMENT:** Fire Department

**DIRECTOR'S
AUTHORIZATION:** Fire Chief Yarbrough

FOR MORE INFORMATION CONTACT: Chief Yarbrough @ 662-769-3048

SUGGESTED MOTION: Move approval to issue a commercial burn permit to Burns Dirt Construction to burn cleared debris associated with a future construction project at Starkville/Oktibbeha Industrial Park.



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

AGENDA ITEM DEPT.: Fire Department
AGENDA DATE: 10-02-18
PAGE: 1

SUBJECT: Request permission to allow JMCM Consulting to write and develop FEMA grants for the SFD. If the grant is approved, the SFD would owe JMCM Consulting 5% of the funded amount for project administration.

AMOUNT & SOURCE OF FUNDING : N/A

FISCAL NOTE:

AUTHORIZATION HISTORY:

**REQUESTING
DEPARTMENT:** Fire Department

**DIRECTOR'S
AUTHORIZATION:** Fire Chief Yarbrough

FOR MORE INFORMATION CONTACT: Chief Yarbrough @ 662-722-0051

SUGGESTED MOTION: Move approval to allow permission for JMCM Consulting to write and develop FEMA grants for the SFD. If the grant is approved, the SFD would owe JMCM Consulting 5% of the funded amount for project administration.



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

AGENDA ITEM DEPT: Human Resources
AGENDA DATE: October 02, 2018
Page: 1

SUBJECT:

Request authorization to advertise for an Equipment Operator in the Starkville Utilities Department/ New Construction Division.

AMOUNT & SOURCE OF FUNDING:

Grade 8, \$29,120.00 (\$14.00 per hour) to \$34,320.00 (\$16.50 per hour), based on 2080 hours.

FISCAL NOTE:

AUTHORIZATION HISTORY:

This position was previously held by Tre'van Samuel.

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 Equipment Operator in the Starkville Utilities Department/New Construction Division.



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

AGENDA ITEM DEPT: Human Resources
AGENDA DATE: October 02, 2018
Page: 1

SUBJECT:

Request authorization to advertise for three (3) Maintenance Workers in the Starkville Utilities Department/Water Division.

AMOUNT & SOURCE OF FUNDING:

Grade 4, \$20,800.00 (\$10.00 per hour) to \$23,920.00 (\$11.50 per hour), based on 2080 hours.

FISCAL NOTE:

AUTHORIZATION HISTORY:

These positions were previously held by Eli Seabrooks, Tyler Hart, and Juan Long.

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 three (3) Maintenance Workers in the Starkville Utilities Department/Water Division.

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

AGENDA ITEM DEPT: Human Resources
AGENDA DATE: October 02, 2018
Page: 1

SUBJECT:

Request authorization to advertise for a Radio Operator (Dispatcher) in the Starkville Police Department.

AMOUNT & SOURCE OF FUNDING:

Salary Grade 6, range of \$24,960.00 (\$12.00) - \$28,511.43 (\$13.71), based on 2080 hours.

FISCAL NOTE:

AUTHORIZATION HISTORY:

This position was previously held by Erica Ratliff, who voluntarily resigned.

REQUESTING DEPARTMENT:

Starkville Police Department

DIRECTOR'S AUTHORIZATION:

Chief R. Frank Nicholas, Police Chief

FOR MORE INFORMATION CONTACT:

Nav Ashford, Human Resources Director

SUGGESTED MOTION:

Move approval to advertise for a Radio Operator (Dispatcher) in the Starkville Police Department.



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

AGENDA ITEM DEPT: Human Resources
AGENDA DATE: October 2, 2018
Page: 1

SUBJECT:

Request authorization to advertise for a Commercial 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 is held by Jessie McNeal, who is retiring in December 2018.

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 Commercial Driver in the Sanitation & Environmental Services Department.



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

AGENDA ITEM DEPT: Human Resources
AGENDA DATE: October 02, 2018
Page: 1

SUBJECT:

Request authorization to hire Madison Smith as a Engineering Associate in the Starkville Utilities Department.

AMOUNT & SOURCE OF FUNDING:

Grade 13, Annual Salary of \$53,000 (\$25.48) per hour) based on 2080 hours.

FISCAL NOTE:

AUTHORIZATION HISTORY:

This position was previously held by Chris Pulliam, who 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 Madison Smith as a Engineering Associate in the Starkville Utilities Department



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

AGENDA ITEM DEPT: Human Resources
AGENDA DATE: October 2, 2018
Page: 1

SUBJECT:

Request authorization to advertise to fill a Firefighter position in the Starkville Fire Department.

AMOUNT & SOURCE OF FUNDING:

Grade 5, (2676 hours), annual salary of \$28,098.00 (\$10.50 per hour) for entry level or Grade 5, (2676 hours), annual salary of \$30,774.00 (\$11.50 per hour) for certified.

FISCAL NOTE:

AUTHORIZATION HISTORY:

The position was held by Dylan Davis, who resigned.

REQUESTING DEPARTMENT:

Starkville Fire Department

DIRECTOR'S AUTHORIZATION:

Charles Yarbrough, Fire Chief

FOR MORE INFORMATION CONTACT:

Navarrete Ashford, Human Resources Director

SUGGESTED MOTION

Move approval to advertise to fill a Firefighter position in the Starkville Fire Department.



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

AGENDA ITEM DEPT.: Park and Recreation Dept.
AGENDA DATE: October 2, 2018
PAGE: 1 of 7

SUBJECT: Consideration of approval to advertise a request for proposals for janitorial services for outdoor restrooms in the Parks and Recreation Department.

AMOUNT & SOURCE OF FUNDING: None

FISCAL NOTE:

AUTHORIZATION HISTORY: None

**REQUESTING
DEPARTMENT:** Parks and Recreation

**DIRECTOR'S
AUTHORIZATION:** Gerry Logan

FOR MORE INFORMATION CONTACT: Gerry Logan, glogan@starkvilleparks.com, 662-323-2294

SUGGESTED MOTION:

Move approval of consideration to advertise a request for proposals for janitorial services for outdoor restrooms in the Parks and Recreation Department.

**ADVERTISEMENT FOR QUOTES
THE CITY OF STARKVILLE, MISSISSIPPI**

Notice is hereby given that the City of Starkville, Mississippi, will receive **SEALED QUOTES** for Janitorial Services for City of Starkville Parks and Recreation Department Facilities, including McKee Park (405 Lynn Lane), Starkville Sportsplex (405 Lynn Lane), J.L. King Senior Memorial Park (400 N Long St), and Moncrief Park (409 N Montgomery St).

Quotes will be received at the City Clerk's Office, 110 West Main Street, City Hall, Starkville, Mississippi, 39759, until 10:00 a.m. local time on October 22, 2018 at which time they will be opened publicly, read aloud, and taken under advisement until the next Regular Meeting of the Mayor and Board of Aldermen.

Questions regarding the specifications should be directed to Lesa Hardin, City Clerk, (662)323-2525 ext. 3117 or Joanna McLaurin, Deputy Clerk, (662)323-2525 ext. 3106. Specifications may be obtained from the City's web site, www.cityofstarkville.org, locate the subtitle Quick Links, and select Advertisement for Bids.

The quotes must be **SEALED** and marked JANITORIAL QUOTES, due October 22, 2018 at 10 a.m. Additionally, the bidder's name and return address must appear on the outside of the package.

No bid shall be withdrawn after the scheduled date and time of the opening of bids without the consent of the City of Starkville.

Within the limitations of state law, the City of Starkville reserves the right to reject any or all bids received, to waive any informalities or irregularities in the bids received, or to accept any bid which is deemed most favorable to the City.

Lesla Hardin, City Clerk / CFO
City of Starkville, Mississippi

Publish: October 5 and 12, 2018

SPECIFICATIONS FOR THE STARKVILLE PARKS

JANITORIAL SERVICES CONTRACT

1. Task Schedule – Starkville Parks

2. DAILY (6 days a week)

a. McKee Park Restrooms: Two sets of pavilion bathrooms and concession stand bathrooms

- i. Clean all porcelain fixtures including toilet bowls, urinals, hand basins
- ii. Clean all glass and mirrors
- iii. Empty all containers and disposals, insert liners as required, spot clean and sanitize container
- iv. Empty and clean interior of sanitary container
- v. Sweep and damp mop hard surface floors
- vi. Restock paper towel, toilet tissue and hand soap dispensers

b. J.L. King Memorial Park: Splash pad (during season) and pavilion

- i. Clean all porcelain fixtures including toilet bowls, urinals, hand basins
- ii. Clean all glass and mirrors
- iii. Empty all containers and disposals, insert liners as required, spot clean and sanitize container
- iv. Empty and clean interior of sanitary container
- v. Sweep and damp mop hard surface floors
- vi. Restock paper towel, toilet tissue and hand soap dispensers

c. Moncrief Park: Pool (during season), dog park, and pavilion

- i. Clean all porcelain fixtures including toilet bowls, urinals, hand basins
- ii. Clean all glass and mirrors
- iii. Empty all containers and disposals, insert liners as required, spot clean and sanitize container
- iv. Empty and clean interior of sanitary container
- v. Sweep and damp mop hard surface floors
- vi. Restock paper towel, toilet tissue and hand soap dispensers
- vii. Empty dog waste bags in dog park
- viii. Restock dog waste bags

d. Starkville Sportsplex field: Baseball, softball and soccer during seasons

- i. Clean all porcelain fixtures including toilet bowls, urinals, hand basins
- ii. Clean all glass and mirrors
- iii. Empty all containers and disposals, insert liners as required, spot clean and sanitize container
- iv. Empty and clean interior of sanitary container
- v. Sweep and damp mop hard surface floors
- vi. Restock paper towel, toilet tissue and hand soap dispensers

e. Needmore Bathrooms

- i. Clean all porcelain fixtures including toilet bowls, urinals, hand basins
- ii. Clean all glass and mirrors
- iii. Empty all containers and disposals, insert liners as required, spot clean and sanitize container
- iv. Empty and clean interior of sanitary container
- v. Sweep and damp mop hard surface floors
- vi. Restock paper towel, toilet tissue and hand soap dispensers

3. All cleaning equipment and cleaning supplies will be provided by the bidding company during the terms of the agreement.
4. All paper products (i.e. hand towels, toilet paper, hand soap and trash can liners) will be provided by the client during the terms of the agreement.
5. In addition to the listed daily and seasonal cleanings, the bidder is expected to be able to perform additional weekend cleanings every 2-3 hours during tournaments and events, as requested by the Executive Director of Parks and Recreation or his/her designee. Please include the fee structure for these weekend cleanings for events in the bid.
6. The successful bidder must note any variations from, or exceptions to the conditions and specifications of the bid as well as submit a summary of services.
7. The contract is a one year contract. The City reserves the right to extend the agreement through the third year.
8. A thirty (30) day notice is requested of either party if the agreement is to be severed before the contract period ends.
9. The successful bidder will indemnify and hold harmless the City

from any and all liability with respect to damages or injury resulting from the action of the company or its employees.

City of Starkville, Mississippi
Bid Form
CITY OF STARKVILLE

PARK AND REC JANITORIAL SERVICES

Due: 10 am / October 22, 2018

COMPANY: _____

ADDRESS: _____

PHONE #(S): _____

FAX #: _____

E-MAIL ADDRESS: _____

CONTACT PERSON(S): _____

WORKER'S COMPENSATION NUMBER _____

INSURANCE CARRIER: _____

CITY OF STARKVILLE PRIVILEGE LICENSE # _____

TOTAL QUOTE AMOUNT: _____

Describe Services or attach quote details:

Specifications must be included. The City of Starkville reserves the right to reject any and all bids received, to waive any informalities in the bids received, or to accept any bid which is deemed most favorable to the City.

Authorized Signature: _____



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

AGENDA ITEM DEPT.: Board of Aldermen
AGENDA DATE: October 2, 2018
PAGE: 1 of 27

SUBJECT: Request permission to allow Gerry Logan, Trent Helms, William Pochop and Lisa Cox to attend the Mississippi Recreation and Park Association Conference October 15-18, 2018 in Oxford, Mississippi with a total cost of \$1,348.

AMOUNT & SOURCE OF FUNDING: \$1,348 total cost for four attendees, coded to 001-550-501-220 Travel.

FISCAL NOTE:

\$398 – hotel. Gerry Logan and William Pochop will be staying three nights in one room, and Lisa Cox will be staying one night in a separate room for a total cost of \$398 for four total nights.

\$950 – Registration for three people at \$275 per person, then \$125 for Trent Helms to attend Tuesday, October 16 only for sessions geared towards maintenance.

\$0 – Meal Cost (Hotel or conference provides all).

AUTHORIZATION HISTORY: This conference is held annually, with Starkville Parks and Recreation being key leaders within the organization. Several staff members hold various volunteer positions within the organization. Starkville has been selected to host the 2020 MRPA Conference, so continuing to support the organization and attend the conference is important as we prepare to host in two years.

**REQUESTING
DEPARTMENT:** Parks and Recreation

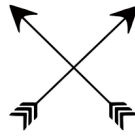
**DIRECTOR'S
AUTHORIZATION:** Gerry Logan

FOR MORE INFORMATION CONTACT: Gerry Logan, (662) 323-2294, glogan@starkvilleparks.com

SUGGESTED MOTION:

Move approval of permission for Gerry Logan, Trent Helms, William Pochop and Lisa Cox to attend the Mississippi Recreation and Park Association Conference October 15-18, 2018 in Oxford, Mississippi.





MISSISSIPPI RECREATION & PARK ASSOCIATION

Annual Conference Schedule & Registration



October 15-17, 2018
Oxford Conference Center ■ Oxford, MS

Earn up to .9 CEUs for attendance.



Preliminary Schedule of Events

Monday, October 15, 2018

10:00 am – Noon	Board of Directors Meeting
Noon – 5:00 pm	Registration and On-site Check-in – Conference Center Foyer
Noon – 5:00pm	VENDOR SET-UP Vendor Move-in and Set-up – Cedar and Oak Rooms/Foyer Vendors please check-in and set-up your booths between Noon and 5pm.
Noon	LUNCH AND GOLF SCRAMBLE – University Golf Course
6:00pm 	HOST SOCIAL On the Square Downtown Oxford at the FNB Bank Sponsored by USTA

Tuesday, October 16, 2018

7:30am - 3:30pm	Registration & Check-In – Oxford Conference Center Foyer
7:30am – 9:15am	VENDOR SET-UP, CONTINUED Vendor Move-in and Set-up – Cedar and Oak Rooms/Foyer Vendors please check-in and set-up your booths before 9:15am.
8:00am – 9:15am	CONCURRENT EDUCATIONAL SESSIONS A1—The Role of the Recreational Therapist in High School Activities (.1 CEU Pending) <i>Dr. Rick Green / Auditorium</i> In the U.S., high school students with disabilities participate in extracurricular recreation and athletic activities at a lower rate than their nondisabled peers. Participation rates for students with significant limitations are even lower. In this session, the speaker will discuss barriers to participation, the role of the recreational therapist in facilitating inclusion and developing a sense of belonging for students with disabilities in high school and discuss potential changes that encourage inclusion. A2 – Sports Event Risk Management (.1 CEU Pending) <i>Hildon Sessums / Magnolia A</i> This session will teach you many ways to prepare for emergency incidents that may take place during a large sports event. A3 – The Good, the Bad, and the Ugly (.1 CEU Pending) <i>David Waddell / Magnolia B</i> An important lesson in leadership is, “Don’t do anything you can find someone else to do for you.” In this session, we’ll look at the mistakes people make trying to recruit volunteers as well as creative ways to find, train and keep leaders for your programs.
9:15am – 9:30am	Break in the Exhibit Hall – Cedar and Oak Rooms/Foyer Visit the Vendors! Find out what’s new and trending.

9:30am – 10:45am 	Opening General Session and Business Meeting – Auditorium Ron Polk, former Mississippi State University baseball coach is our keynote speaker this year. Don't miss this Mississippi sports legend. The first 100 to attend will receive an autographed copy of his newest book. Sponsored by Landscape Structures
10:45am – 11:00am	Break in the Exhibit Hall – Cedar and Oak Rooms/Foyer
11:00am – 12:15pm	CONCURRENT EDUCATIONAL SESSIONS A4 – Round and Round We Go: Best Practices in Therapeutic Recreation (.1 CEU Pending) <i>Chandra Fontenot Broomfield / Auditorium</i> This interactive round table discussion will focus on the various populations served by recreation professionals and the various treatment modalities and common practices for these settings. Bring your ideas to share. A5 – A Higher Level of Inclusive Play (.1 CEU Pending) <i>Jill Moore / Magnolia A</i> The playground should be a place for laughter, friends and fun, for all. Traditional playgrounds focus on accessible design and developmentally appropriate play activities. According to the CDC, one in sixty-eight children has autism resulting in challenges interpreting sensory messages, engaging in play and social interaction. All children learn through their senses. Evidence-based research shows sensory-rich play environments develop functional skills, imagination and social skills providing a higher level of inclusive play for all. A6 – Know Your Benefits (.1 CEU Pending) <i>PERS Representative / Magnolia B</i> PERS will provide comprehensive information about benefits available, benefit options, and information on the retirement process.
12:15pm - 1:30pm	Lunch in the Exhibit Hall – Cedar and Oak Rooms/Foyer Sponsored by Bliss Products 
1:30pm - 2:45pm	CONCURRENT EDUCATIONAL SESSIONS A7 –Recreation Therapy, “Creating Hope for the Whole Person Without Medicine (.1 CEU Pending) <i>Wesley Cornellus / Auditorium</i> We will identify and acknowledge new interventions that are therapeutic and purposeful using evidence-based practice. A8 – Nature Inspired Play Environments (.1 CEU Pending) <i>Steve Hare / Magnolia A</i> This session will explore the range of natural play environments from wild spaces, to more planned, natural play and outdoor learning environments. We will identify the unique characteristics of each including programming options to maximize user participation and education and lastly, how and when safety and accessibility standards apply. A9 – Utilize Your Industry Partners for Success (.1 CEU Pending) <i>Russell Dendy and Angie DeLeon / Magnolia B</i>

	We will focus on ways you can maximize programming options through a cost-effective marketing opportunity which can be a perfect solution for a park and recreation budget. We will discuss ways you can capitalize on grant opportunities for both programming and facility improvements. We will also focus on why you should value the relationships with industry partners and why you should keep those lines of communication open each and every year.
2:45pm - 3:00pm	Break in the Exhibit Hall – Cedar and Oak Rooms/Foyer
3:00pm – 4:15pm	CONCURRENT EDUCATIONAL SESSIONS A10 – Pressing the Start Button on Gaming as Recreational Therapy (.1 CEU Pending) <i>Tyler Edwards / Auditorium</i> The presenter will discuss Operation Aptitude Gaming, an inclusive gaming program designed to increase socialization and raise awareness for individuals with various disabilities, specifically developmental disabilities. We will also discuss the benefits and usability of video games as a Recreational Therapy modality. A11 – Outdoor Recreation (.1 CEU Pending) <i>Magnolia A</i> A12 – Splashpad 101 (.1 CEU Pending) <i>Sarah Shepherd and Treyvor McAdams / Magnolia B</i> What is a splashpad experience? Attend this session to find out.
4:00pm – 6:00pm	INTERNSHIP FAIR – National Guard Armory
4:15pm – 5:30pm	Vendor Social – Cedar and Oak Rooms/Foyer
5:30pm – 8:00pm	All Conference Social We will be at the Premier Lanes located at 204 Commonwealth Blvd. Fourteen lanes will be available to delegates from 6 until 9 p.m. Each lane will receive one pizza and a pitcher of soft drinks. Bowling shoes will also be provided. Weather permitting; MRPA will also have access to their patio for a social gathering.

Wednesday, October 17, 2018

7:30am – 3:30pm	Registration and On-site Check-in – Oxford Conference Center Foyer
8:00am – 9:15am	CONCURRENT EDUCATIONAL SESSIONS B1 – The Role of Recreation Therapy in Behavioral Health (.1 CEU Pending) <i>Crystal James Auditorium</i> We will discuss the role of RT in behavioral health settings, specifically with older adults. We will begin by discussing the exclusivity of the population served and continue into the importance of the TR process in the treating this population. We will conclude with examples of successful activity-based groups in this population. B2 – Trends in Playscape Design (.1 CEU Pending) <i>Steve Hare / Magnolia A</i> Boring playgrounds are just as likely to be abused as ignored. Parks today face the challenge of providing environments that will attract children and families to engage, play and stay. In this session, we will examine playground trends that create kid magnets, that facilitate multi-generational interaction, or signature playgrounds that tell a community story.

	B3– Getting Social: Enhancing Your Organization’s presence on Social Media (.1 CEU Pending) <i>Webb Lewis and Ryan Whittington Magnolia B</i> In this session we will detail best practices and approaches for organizations to reach their community members on social media.
9:15am – 9:30am	Break in the Exhibit Hall – Cedar and Oak Rooms/Foyer
9:30am – 10:45am	CONCURRENT EDUCATIONAL SESSIONS B4 – Utilizing Therapeutic Recreation by Stepping Outside the Norm of Geriatrics (.1 CEU Pending) <i>Casey Knight / Auditorium</i> Let’s talk about “successful aging.” What are the positive and negative stereotypes as they relate to geriatrics? We will learn three or more activities that step outside the norm of geriatrics. B5 – Parks and Recreation from the Elected Official Point of View (.1 CEU Pending) <i>Mayor Robyn Tannerhill and Mayor Lynn Spruill / Magnolia A</i> How do elected officials view our profession? Do they know our economic impact? How can professionals and elected officials better communicate to create a healthier community. Take the time to listen as the Oxford and Starkville mayor’s share their view of our profession. B6 – Connecting Families and Parks Through Healthy Kids Running Series (.1 CEU Pending) <i>Jeff Long / Magnolia B</i> How Healthy Running Series, a national non-profit, provides a fun, inclusive, five-week running series for kids ages 2 – 14 that is designed to get them active, experience a sense of accomplishment and lay a foundation for a healthy lifestyle. It is also a revenue stream for whoever runs the program.
10:45am – 11:00am	Break in the Exhibit Hall – Cedar and Oak Rooms/Foyer
11:00am – 12:15pm	CONCURRENT EDUCATIONAL SESSIONS B7 – Enhancing Lives and Engaging Today’s Seniors Through Therapeutic Programming (.1 CEU Pending) <i>Kristopher Brasher / Auditorium</i> This session will address processes and activities used to engage our senior participants. in a leisure lifestyle program offered through the Oxford Park Commission. We will discuss special events, daily programming goals and benefits of programming. We will also cover program modifications and adaptations necessary for seniors. B8 – Director’s Meeting <i>Sheila Russell / Magnolia A</i> All participants, especially directors from across the state, are invited to spend this session time discussing issues, concerns and solutions within their individual communities. You’ll also get a chance to visit with representatives from MUSCO Sports Lighting and Mississippi ASA, two major MRPA sponsors. B9 – Recreation vs. Competitive Sports (.1 CEU Pending) <i>Magnolia B</i>
12:15pm – 2:15pm	Lunch in the Exhibit Hall – Cedar and Oak Rooms/Foyer

2:15pm – 3:30pm	CONCURRENT EDUCATIONAL SESSIONS B10 – The Precious Gems. They are Meant to be Treasured. (.1 CEU Pending) <i>Nitayuna Stewart / Auditorium</i> In this presentation we will use the Gem Model to describe the various stages of dementia. We will discuss information on activity programs based on their Gem Identification. People, like gemstones, are precious and unique needing different settings and care to show their best characteristics and shine. B11 – Roundtable from the Parent’s Prospective (.1 CEU Pending) <i>Magnolia A</i> B12 – Vector Disease Control (.1 CEU Pending) <i>Magnolia B</i>
3:30pm – 3:45pm	Break - Foyer Area
3:45pm – 5:00pm	CONCURRENT EDUCATIONAL SESSIONS B13 – The Why Behind: Therapeutic Recreation at Youth Villages West Tennessee Campus (.1 CEU Pending) <i>Megan Young Auditorium</i> Youth Villages, a national leader in the implementation of research-based treatment philosophies in the field of children’s mental and behavioral health for 30+ years. Youth Villages’ Residential Treatment programs serve children with emotional and behavioral problems. The Certified Therapeutic Recreation Specialists at Youth Villages West Tennessee Campus’ engage youth in evidenced based therapeutic activities such as group initiatives, therapeutic drumming, canoeing/kayaking, yoga, etc. These interventions provide the youth with an opportunity to develop skills in the areas of communication, problem solving, emotional regulation and self-confidence. This session will provide participants with an overview of the ‘Why Behind’ Youth Villages service as well as taking a deeper dive into best practices for therapeutic recreation services in children’s mental and behavioral health settings. B14 – Audits and More (.1 CEU Pending) <i>Magnolia A</i> B15 – Implementing Fundamental Movement Skills in Youth Sports Programs (.1 CEU Pending) <i>Doug Ellis and Matt Peale / Magnolia B</i> We will take a deeper dive into the importance of movement skills and how they are impacting physical literacy and developing proper movement dynamics. We will also look at its impact on athletic development, injury reduction, and maintaining high participation rates.
6:30pm – 8:30pm 	Awards Dinner/Installation Ceremony and Silent Auction - Cedar Sponsored by MUSCO Sports Lighting Come celebrate some of the many successes throughout our profession.

Thursday, October 18, 2018

9:00-11:00am	Board of Directors Meeting / TBD
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2018 MRPA ANNUAL CONVENTION REGISTRATION

OXFORD, MS ■ OCTOBER 15 - 17

Name:

Organization:

Address:

City:

State:

Zip Code:

Phone:

Fax:

Email:

Badge Name:

Your Title:

Do you plan to play Golf? ☐ Yes ☐ No If yes what is your handicap? _____

FULL PACKAGE REGISTRATION: Includes educational sessions, the opening social, golf, the exhibit hall social, all breaks, CEUs, and the MRPA Awards Banquet, sponsored by MUSCO Sports Lighting.

By September 15

After September 15

Full Package Registration

☐ MRPA Professional Member	☐ \$255	☐ \$275
☐ Non-Member Professional	☐ \$300	☐ \$325
☐ MRPA Student Member	☐ \$105	☐ \$105
☐ Non-Member Student	☐ \$120	☐ \$120
☐ Citizen Board Member/Retiree	☐ \$105	☐ \$120

DAILY PROFESSIONAL PACKAGES: ONLY INCLUDES SESSIONS & BREAKS.

☐ Tuesday, October 16 - \$125 ☐ Wednesday, October 17 - \$125

EXTRAS (Please note that full package registration includes one ticket to each event.)

Monday Golf: (Golf is included in all packages except daily registrations) \$50 Number of extra tickets: _____

Monday Host Social: \$35 Number of extra tickets: _____

Tuesday Vendor Luncheon: \$35 Number of extra tickets: _____

Tuesday Vendor Social: \$35 Number of extra tickets: _____

Agency Internship Fair Registration \$50

Tuesday All Conference Social: \$50 Number of extra tickets: _____

Wednesday Vendor Lunch: \$35 Number of extra tickets: _____

Total Enclosed \$ _____

Requests for refunds must be made in writing to the MRPA administrative office. All refund requests are subject to a \$25 penalty. No refund requests will be accepted after October 1.

HOTEL BLOCK:

We have two host hotels this year with a conference room rate of \$99.00. The room blocks close on **September 14, 2018**. For a room at the Hampton Inn, call 662-234-5565. If you would like a room at the TownePlace Suites by Marriott, call 662-238-3522. Our room block code is "Mississippi Parks and Recreation Association."



WORK SESSION PRESENTATION

September 28, 2018

SUBJECT:

Presentation and discussion on the proposed updated Parks and Recreation Department Organization Chart.

AMOUNT & SOURCE OF FUNDING:

Funds are budgeted in the FY19 Budget.

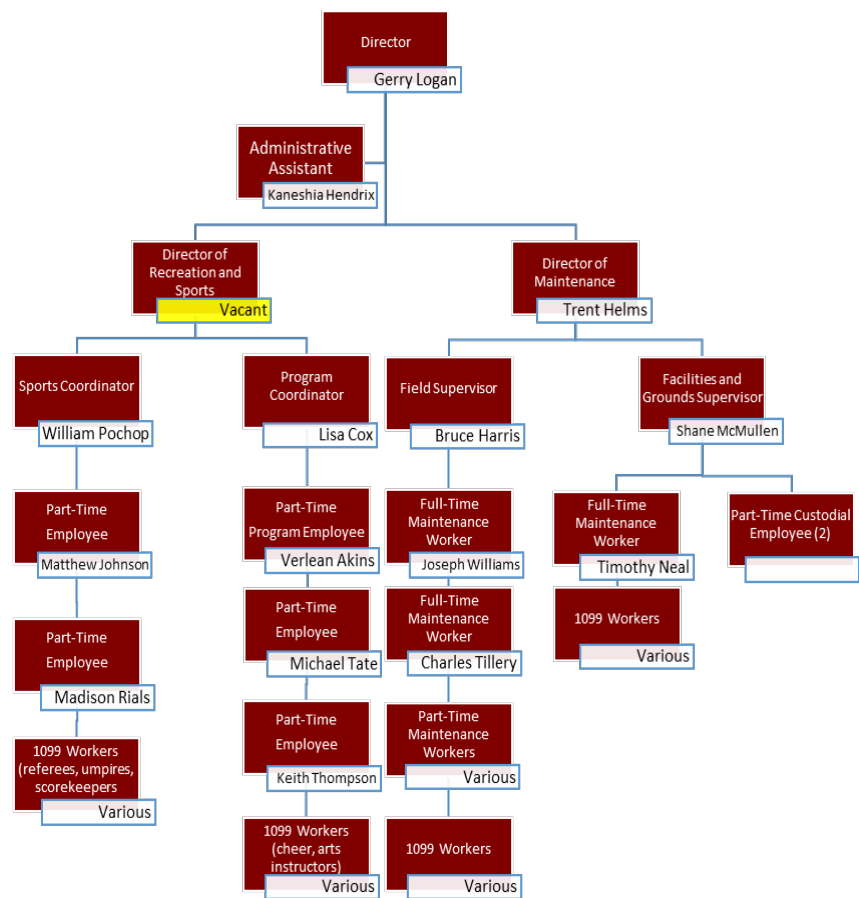
FISCAL NOTE:

Funds formerly used for the Director of Recreation and Sports position will be used for the new Sports Coordinator position and for the re-classification of Joseph Williams from Maintenance Worker to Lead Field Maintenance Worker. 2% funds will be used to fund the additional Full-Time Maintenance Worker position.

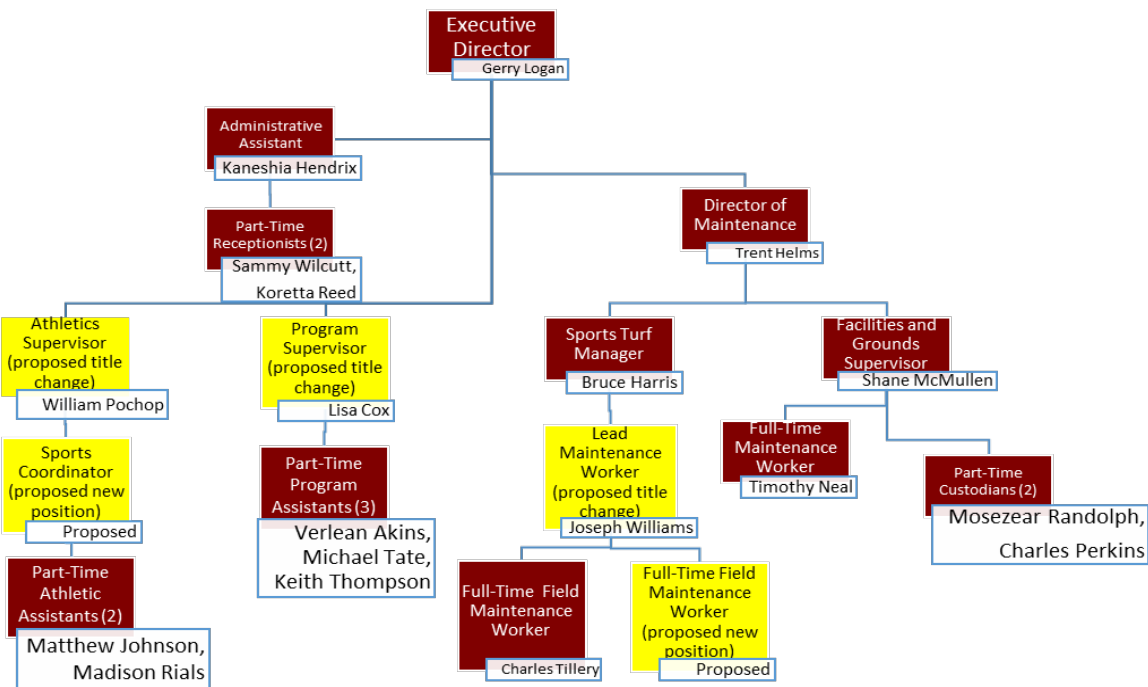
AUTHORIZATION HISTORY:

As the need to improve programs and facilities has risen, so has the need to update the Parks and Recreation Department structure to make best use of available budget funds, while maintaining maximum flexibility for the future. We are requesting the organization chart be updated to what is reflected below, with major changes highlighted in yellow and summarized below the updated organization chart.

Original Organizational Chart:



The re-envisioned Organizational Chart will look like this:



The summary of changes involve the following:

- Reclassifying the Director of Recreation and Sports position to an Athletic Supervisor
- Reclassifying the current Sports Coordinator, William Pochop, to Athletic Supervisor
- Advertising for a Sports Coordinator position
- Reclassifying the Field Maintenance worker position to Lead Field Maintenance
- Adjusting the title of the Program Coordinator position to Program Supervisor.

Some portions of the strategy will reduce costs, while still being able to provide the talent needed to meet increased demand. Each one of these changes implements the City's commitment to growth within parks as described in the Park's comprehensive plan.

REQUESTING DEPARTMENT:

Starkville Parks and Recreation Department

DIRECTOR'S AUTHORIZATION:

Gerry Logan, Executive Director of Parks and Recreation

FOR MORE INFORMATION CONTACT:

Gerry Logan, Executive Director of Parks and Recreation, glogan@starkvilleparks.com, 662-323-2294

SUGGESTED MOTION

No motion.



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

AGENDA ITEM DEPT: Parks and Recreation
AGENDA DATE: October 2, 2018
Page: 1 of 4

SUBJECT:

Request authorization to change the classification of Joseph William to a Lead Field Maintenance Worker in the Parks and Recreation Department.

AMOUNT & SOURCE OF FUNDING:

The Lead Field Maintenance will be considered a reclassification with an adjusted hourly rate of \$16.50 to take effect beginning 10/12/2018.

Grade 10, Non Exempt Annual Salary of \$34,320 (\$16.50 per hour) based on 2080 hours.

FISCAL NOTE:

This position is funded in the FY19 City Budget. The funds for the pay adjustment will come from the funds left over from the former Director of Recreation and Sports position that are also being used to fund the new Sports Coordinator position.

AUTHORIZATION HISTORY:

This classification change is pending approval of the other personnel changes in the Parks and Recreation Department.

This reclassification will clear up duties and responsibilities, add additional duties to the position, and designates the Lead Field Maintenance Worker position as the lead in the absence of the Sports Turf Manager. Additional responsibilities also includes supervising and leading other full-time staff. This change is being recommended to set the department up for future plans, and to assist in improving the current facilities managed by the department. The scope of work and expectations have been increased regarding field maintenance in the parks and recreation department, and the additional responsibilities being asked of field maintenance is what is necessitating the reclassification of this position. Mr. Williams has been a member of the Parks and Recreation Department since 2000 and is an important leader within the maintenance division.

REQUESTING DEPARTMENT:

Starkville Parks and Recreation Department

DIRECTOR'S AUTHORIZATION:

Gerry Logan, Executive Director of Parks and Recreation

FOR MORE INFORMATION CONTACT:

Gerry Logan, Executive Director of Parks and Recreation, glogan@starkvilleparks.com, 662-323-2294

SUGGESTED MOTION

Move approval to change the classification of Joseph William to a Lead Field Maintenance Worker in the Parks and Recreation Department.



CITY OF STARKVILLE JOB DESCRIPTION

Title: Lead Field Maintenance Worker
Reports to: Sports Turf Manager
Date Prepared: 9/18/18

Department: Parks and Recreation
Classification: Non-Exempt
Approved by Board:

GENERAL POSITION SUMMARY

The Lead Maintenance Worker is a team-leader in the maintenance department and is responsible for managing and performing field maintenance, grounds maintenance and other related tasks in order to ensure that the Sportsplex, McKee Park, JL King Park Softball Field and other locations of the Parks and Recreation Department are maintained in a healthy, safe, attractive and sanitary manner.

ESSENTIAL JOB FUNCTIONS

- Assist the Sports Turf Manager in leading, planning and participating directly in all manual labor functions engaged in field maintenance, park maintenance, grounds keeping, etc. The individual in this position will lead and plan assigned work and delegate necessary tasks to Full-Time Field Maintenance Workers.
- Act as the Sports Turf Manager designee in the absence of the Sports Turf Manager.
- Prepare athletic facilities for activities and use as required and directed.
- Plan weekly, monthly and annual maintenance schedules as part of a documented athletic field maintenance plan.
- Assist in moving of supplies, materials and equipment to all work areas.
- Clean and maintain any and all park facilities, including restrooms, buildings, equipment and athletic areas within City Parks.
- Operate equipment and tools as required in all assigned duties and functions.
- Mow, trim and maintain lawns and park paths and trails.
- Perform minor maintenance on equipment such as oil changes, filters, blades, hydraulic fluids, part replacement, etc.
- Assist in maintaining athletic facilities and ball fields per specifications and as directed.
- Operates machinery as required to move objects, trim grass, move soil or spread materials.
- Prepare and set up for a variety of events.
- Coordinate tasks with contractors and other non-departmental staff in the area of park maintenance.
- Participates in the proper application of chemicals such as pesticides, fertilizers and other hazardous chemicals.
- Completes park maintenance time sheets, logs and records as required.
- May inform the general public in the proper usage of park facilities in order to correct and improve appearance and reduce trash or abuse.
- Performs duties related to minor repairs of park facilities such as painting, fencing, doors, locks, plumbing, electrical, etc.
- Enforce and support policies established by the City of Starkville and the Parks and Recreation Department.
- Perform other duties as required by the department.

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to read and understand labels and instructions, particularly on the use and application of cleaning chemicals and products.
- Ability to work with little supervision and delegate tasks to others to complete necessary work in a fast-paced, diverse work environment.
- Ability to operate a variety of heavy and light motorized equipment.
- Ability to understand and follow oral and written instructions.
- Operate basic maintenance equipment including mower, field drag, infield chalk machine, field striping machine and others as necessary.
- Work independently to identify daily maintenance needs and checklists.
- Ability to establish and maintain effective working relationships with fellow employees, other departmental staff, and the public.

EDUCATION AND/OR EXPERIENCE REQUIRED

- High School Diploma or GED required.
- Three (3) years of experience in athletic field maintenance, or an equivalent combination of education and training that provides the requisite knowledge, skills, and abilities for this job.

DESIRABLE QUALIFICATIONS

- Bachelors or Associates Degree in a related field.
- Relevant certifications including, but not limited, to Pesticide Application and Irrigation Control.

WORK ENVIRONMENT

The conditions herein is representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

- While performing the duties of this job, the employee occasionally works near moving mechanical parts or in outside weather conditions. The employee is occasionally exposed to wet and or humid conditions, fumes, toxic or caustic chemicals. The noise level in the work environment is moderately noisy on most occasions.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is frequently required to walk, stand, sit and talk to or hear. The employee is occasionally required to use hands to handle, feel or operate objects, tools, or controls; a reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch or crawl. The employee must frequently lift and or move up to 50 pounds and to travel to other locations using various modes of private and commercial transportation; and to verbally communicate to exchange information.

SPECIAL REQUIREMENTS

- Good driving record, ability to drive a City vehicle and possession of a valid State Driver's license.

The duties listed above are intended as illustrations of the types of work that may be performed. The omission of specific job duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

The job description does not constitute an employment contract and is subject to change as the needs of the City and requirements of the job change.

Regular and consistent attendance is a condition of continuing employment.

The City of Starkville, is an EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION employer. Candidates are considered for employment with the City, without regard to their race, color, religion, national origin, age, sex, gender, pregnancy, disability, sexual orientation, gender identity, genetic information, military status, protected veteran status or other classification protected by applicable federal, state or local law.



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

AGENDA ITEM DEPT: Parks and Recreation
AGENDA DATE: October 2, 2018
Page: 1 of 4

SUBJECT:

Request authorization to reclassify the Director of Recreation and Sports position to Athletic Supervisor in the Parks and Recreation Department and to name current Sports Coordinator William Pochop as Athletic Supervisor.

AMOUNT & SOURCE OF FUNDING:

No cost impact

FISCAL NOTE:

The funds allocated for the current Sports Coordinator position will be used for the Athletic Supervisor position.

AUTHORIZATION HISTORY:

The current Director of Recreation and Sports position will be adjusted to an Athletic Supervisor position. The current department structure has two director positions (Director of Recreation and Sports and Director of Maintenance), which is not comparable to other departments and cities of similar size. This change will reduce that to one director position (Director of Maintenance), and is a structure used by departments of similar size. Due to the pay adjustments implemented in FY18, no pay increase is being proposed for the Athletics Supervisor position.

This position will oversee the proposed new Sports Coordinator position, and be a key leader in offering a youth baseball program through the Parks and Recreation Department. This change will also allow the department to shift duties and expand programs, while maintaining or increasing the service level offered by the department in all current programs.

Mr. Pochop has been with the Starkville Parks and Recreation Department since 2012, and has done a fantastic job with the department sports programs. His leadership and expertise will be much needed as the city adds youth baseball to the programs it offers, and also in analyzing needed changes to current programs and the potential need to add new programs.

REQUESTING DEPARTMENT:

Starkville Parks and Recreation Department

DIRECTOR'S AUTHORIZATION:

Gerry Logan, Executive Director of Parks and Recreation

FOR MORE INFORMATION CONTACT:

SUGGESTED MOTION

Move approval to reclassify the Director of Recreation and Sports position to an Athletic Supervisor position in the Parks and Recreation Department and to name William Pochop as Athletic Supervisor.



CITY OF STARKVILLE JOB DESCRIPTION

Title: Athletic Supervisor
Reports to: Executive Director
Date Prepared: 09/18/2018

Department: Parks and Recreation
Classification: Exempt
Approved by Board:

GENERAL POSITION SUMMARY:

This staff member is a vital member of the executive administrative staff of the Parks and Recreation Department. Under administrative supervision of the Executive Director or his/her designee, the position oversees the Sports Coordinator with the primary objective being to organize and direct all aspects of assigned recreational sports programs for the Parks and Recreation Department. This position plans, initiates, organizes, publicizes, promotes, and supervises a diversified selection of sport programs, and game functions for individuals, teams, and leagues; works with the proper team and league officials in assigned sports, including, Baseball, Basketball, Softball, and Flag Football; selects and trains necessary officials, scorekeepers, field supervisors, and leaders for the youth programs.

ESSENTIAL JOB FUNCTIONS:

- Supervise Sports Coordinator position to organize, develop, and maintain assigned recreational sports programs, including coaching and teaching responsibilities, and planning for team activities.
- May directly coordinate one or more sports programs.
- Assist in formulation of policies, guidelines, evaluation processes, goals, and objectives for programs and other areas as assigned.
- Prepare budget recommendations for assigned areas and control and monitor expenditures against approved budgets, including responsibility for financial accountability of program budget.
- Assess needs and interest, recommend programs to be conducted, evaluate all needs after each season ends, and make recommendations for changes as required.
- Develop publicity for each sport and season through various media techniques, including web sites and promotional calendars, and work with campus and off-campus groups to generate student participation for assigned programs.
- Create scheduling program for all sports, preparation of facilities, assigned space for sports and rentals and equipment procurement.
- Keep current with teaching/coaching practices, and all rules, policies, and regulations pertinent to each sport conducted.
- Develop and participate in workshops, clinics, and in-service training sessions pertaining to sporting/recreational activities, and attend meetings of professional recreational sports organizations.
- Oversee all aspects of risk management, safety, and welfare of facilities and sports participants, including care and prevention of athletic injuries.
- Recruit sponsors for all sports.

- Assist with tournaments including processing of facility reservations, coordinating with field maintenance staff, and assisting with tournament operations.
- Direct part-time employee and internship recruiting efforts.
- Perform other duties as required by the department.

KNOWLEDGE, SKILLS AND ABILITIES:

- Considerable knowledge of the methods, principles, practices and techniques involved in the leadership, administration and operation of municipal athletic programs.
- Moderate knowledge of maintenance practices including logistics of athletic program planning and how it affects daily, weekly and monthly maintenance schedules.
- Knowledge of facility leases and contractual agreements, and the ability to coordinate and implement new agreements as necessary.
- Plan, organize and coordinate a comprehensive athletic program, and to assign and supervise subordinate personnel.
- Ability to facilitate other programs with user groups that utilize department facilities for sports and other programs.
- Knowledge of social media practices, and the ability to utilize social media to communicate with the public to promote programs, and notify users of necessary information pertaining to sports and department programs and activities.
- Establish and maintain effective working relationships with superiors, subordinate employees, public officials, representatives of other organizations and leagues, event promoters, civic and community groups, business leaders, members of the media, and the public.
- Knowledge of general operations of the department in order to take on necessary tasks when other staff are absent.
- Knowledge of sponsorship and fundraising practices, and ability to manage sponsors in accordance with the City of Starkville Sponsor Policy.
- Ability to manage daily athletic field status information, including posting this status on the department website and social media during inclement weather.
- Communicate effectively both orally and in writing and professionally at all times with parent groups, civic clubs, city authorities and participants.
- Possess qualities, which characterize a promoter, organizer, and administrator.
- Ability to be bonded.

EDUCATION AND/OR EXPERIENCE REQUIRED:

- Bachelor's Degree in Recreation, Health, Sports Management or a related field.
- Four (4) years of full-time experience in a recreation or sports setting, one (1) year of which in a supervisory capacity, or an equivalent combination of education and training that provides the requisite knowledge, skills, and abilities for this job.

DESIRABLE QUALIFICATIONS

- Relevant certifications, including, but not limited to, Certified Parks and Recreation Professional or Executive (CPRP or CPRE), CPR/First Aid, and Certified Sports Administrator.

WORK ENVIRONMENT

The conditions herein is representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

- While performing the duties of this job, the employee occasionally works near moving mechanical parts or in outside weather conditions. The employee is occasionally exposed to wet and or humid conditions, fumes, toxic or caustic chemicals. The noise level in the work environment is usually quiet within in the office, or moderately noisy when in the field.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is frequently required to walk, stand, sit and talk to or hear. The employee is occasionally required to use hands to handle, feel or operate objects, tools, or controls; a reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch or crawl. The employee must frequently lift and or move up to 50 pounds and to travel to other locations using various modes of private and commercial transportation; and to verbally communicate to exchange information.

SPECIAL REQUIREMENTS

- Good driving record, ability to drive a City vehicle and possession of a valid State Driver's license.

The duties listed above are intended as illustrations of the types of work that may be performed. The omission of specific job duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

The job description does not constitute an employment contract and is subject to change as the needs of the City and requirements of the job change.

Regular and consistent attendance is a condition of continuing employment.

The City of Starkville, is an EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION employer. Candidates are considered for employment with the City, without regard to their race, color, religion, national origin, age, sex, gender, pregnancy, disability, sexual orientation, gender identity, genetic information, military status, protected veteran status or other classification protected by applicable federal, state or local law.



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

AGENDA ITEM DEPT: Parks and Recreation
AGENDA DATE: October 2, 2018
Page: 1 of 4

SUBJECT:

Request authorization to advertise to fill a Sports Coordinator position in the Parks and Recreation Department.

AMOUNT & SOURCE OF FUNDING:

Non-Exempt, Grade 11, Salary Range of \$36,400.00 (\$17.50 per hour) - \$40,560 (\$19.50 per hour)

FISCAL NOTE:

The funds from this position will come from the funds formerly used for the Director of Recreation and Sports position.

AUTHORIZATION HISTORY:

This opening is created pending the naming of William Pochop, current Sports Coordinator, to Athletic Supervisor.

REQUESTING DEPARTMENT:

Starkville Parks and Recreation Department

DIRECTOR'S AUTHORIZATION:

Gerry Logan, Executive Director of Parks and Recreation

FOR MORE INFORMATION CONTACT:

Gerry Logan, Executive Director of Parks and Recreation, glogan@starkvilleparks.com, 662-323-2294

SUGGESTED MOTION

Move approval to advertise to fill a Sports Coordinator position in the Parks and Recreation Department.



CITY OF STARKVILLE JOB DESCRIPTION

Title: Sports Coordinator
Reports to: Athletic Supervisor
Date Prepared: 09/18/2018

Department: Parks and Recreation
Classification: Non Exempt, Salary Grade 11
Approved by Board:

GENERAL POSITION SUMMARY:

This position involves administrative and supervisory work in planning, scheduling, coordinating and promoting athletic programs at the City's athletic facilities. These programs include, but are not limited to, youth baseball, youth basketball, youth kickball, youth flag football, adult basketball, adult softball, adult flag football and adult kickball.

ESSENTIAL JOB FUNCTIONS:

- Plan, organize, schedule, promote and coordinate athletic programs at the City's athletic facilities that properly meet the needs of the citizens of Starkville and surrounding areas.
- Assist in formulation of policies, guidelines, evaluation processes, goals, and objectives for programs and other areas as assigned.
- Coordinate and administer training of sports officials and part-time employees.
- Plan, promote, organize, and implement a diversified program of athletics, sports, and programs for all age groups.
- Develop and maintain an Athletic Field Calendar. Meet with various organizations and businesses to book programs; coordinate events with appropriate agencies and organizations and with other City departments; participate in the negotiation of leases and contract agreements; oversee the preparation of leases and contracts for special athletic events.
- Operate and maintain online program registrations.
- Oversee each sport within assigned program, set up all competition, leagues, and registration, and provide needed facilities, equipment, supplies, medical needs, and personnel to operate program.
- Keep current and be familiar with teaching/coaching practices, and all rules, policies, and regulations pertinent to each sport conducted. Participates in workshops, clinics, and in-service training sessions pertaining to sporting/recreational programs, and attend meetings of professional recreational sports organizations.
- Maintain records and reports for budgeting and planning for the athletic and programming division.
- Oversee risk management, safety, and welfare of facilities and sports participants, utilizing own knowledge concerning the care and prevention of athletic injuries.
- Assist with department special events, maintenance and other areas as needed.
- Coordinate tasks with sports officials, scorekeepers, contractors and other non-departmental staff in the area of programming.
- Provide excellent customer service, answer the phone, respond to email, and perform other administrative duties as required.
- Assist with tournaments including meeting and consulting with tournament and league officials regarding rules and regulations, policies and procedures, and rental and contractual agreements.
- Assess needs and interests, recommend programs to be conducted, evaluate after each season ends, and make recommendations for changes as required.
- Perform other duties as required by the department.

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of the methods, principles, practices and techniques involved in the operation of municipal athletic programs.
- General knowledge of maintenance practices.

- Knowledge of practices regarding facility leases and contractual agreements.
- Plan, organize and coordinate a comprehensive athletic program, and assign tasks to part-time personnel.
- Establish and maintain effective working relationships with superiors, subordinate employees, public officials, representatives of other organizations and leagues, event promoters, civic and community groups, business leaders, members of the media, and the public.
- Communicate effectively both orally and in writing and professionally at all times with parent groups, civic clubs, city authorities and participants.
- Possess qualities, which characterize a promoter, organizer, and administrator
- Ability to be bonded.

EDUCATION AND/OR EXPERIENCE REQUIRED:

- Bachelor's Degree in Recreation, Health, Sports Management or related field.
- At least three (3) years of full-time experience managing various recreational programs or an equivalent combination of education and training that provides the requisite knowledge, skills, and abilities for this job.

DESIRABLE QUALIFICATIONS

- Relevant certifications, including, but not limited to, Certified Parks and Recreation Professional (CPRP), CPR/First Aid, and Certified Sports Administrator.

WORK ENVIRONMENT

The conditions herein is representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

- While performing the duties of this job, the employee frequently works near moving mechanical parts or in outside weather conditions. The employee is occasionally exposed to wet and or humid conditions, fumes, toxic or caustic chemicals. The noise level in the work environment is usually quiet within in the office, or moderately noisy when in the field.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is frequently required to walk, stand, sit and talk to or hear. The employee is occasionally required to use hands to handle, feel or operate objects, tools, or controls; a reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch or crawl. The employee must frequently lift and or move up to 50 pounds and to travel to other locations using various modes of private and commercial transportation; and to verbally communicate to exchange information.

SPECIAL REQUIREMENTS

- Good driving record, ability to drive a City vehicle and possession of a valid State Driver's license.

The duties listed above are intended as illustrations of the types of work that may be performed. The omission of specific job duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

The job description does not constitute an employment contract and is subject to change as the needs of the City and requirements of the job change.

Regular and consistent attendance is a condition of continuing employment.

The City of Starkville, is an EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION employer. Candidates are considered for employment with the City, without regard to their race, color, religion, national origin, age, sex, gender, pregnancy, disability, sexual orientation, gender identity, genetic information, military status, protected veteran status or other classification protected by applicable federal, state or local law.



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

AGENDA ITEM DEPT: Parks and Recreation
AGENDA DATE: October 2, 2018
Page: 1 of 4

SUBJECT:

Request authorization to advertise for a Full-Time Field Maintenance Worker position.

AMOUNT & SOURCE OF FUNDING:

Grade 6, \$23,920.00 (\$11.50 per hour) to \$26,000.00 (\$12.50 per hour), based on 2080 hours.

FISCAL NOTE:

The Field Maintenance Worker position will be funded out of 2% funds for FY19.

AUTHORIZATION HISTORY:

This personnel addition is pending approval of the other personnel changes in the Parks and Recreation Department.

This additional position will allow the city to continue to prioritize parks maintenance to improve the current facilities currently maintained by the Parks and Recreation Department. This position will focus primarily on athletic field maintenance, particularly with McKee Park, as there many needed improvements to be completed in preparation for the spring 2019 season. With the city offering a new youth baseball program, the Parks and Recreation Department wants to meet the elevated expectations of the standards of parks maintenance.

REQUESTING DEPARTMENT:

Starkville Parks and Recreation Department

DIRECTOR'S AUTHORIZATION:

Gerry Logan, Executive Director of Parks and Recreation

FOR MORE INFORMATION CONTACT:

Gerry Logan, Executive Director of Parks and Recreation, glogan@starkvilleparks.com, 662-323-2294

SUGGESTED MOTION

Move approval to advertise for a Full-Time Field Maintenance Worker position.



CITY OF STARKVILLE JOB DESCRIPTION

Title: Field Maintenance Worker
Reports to: Lead Field Maintenance Worker
Date Prepared: 09/18/2018

Department: Parks and Recreation
Classification: Non Exempt, Salary Grade 7
Approved by Board:

GENERAL POSITION SUMMARY:

The Maintenance Worker, supports the City of Starkville's Parks and Recreation Division. Work involves performing skilled/manual work functions related to maintenance and operation in order to ensure that the Sportsplex, McKee Park, JL King Park Softball Field and other locations of the Parks and Recreation Department are maintained in a healthy, safe and sanitary manner. Duties and responsibilities include preparing sports fields for practice and games, carrying out a year round sports field maintenance program of sports fields, establishing and maintaining sports field turf, performing janitorial/custodial duties, installing and repairing park structures and equipment, and performing a variety of tasks in the operation and maintenance of the department.

ESSENTIAL JOB FUNCTIONS:

- Perform tasks related to sports field maintenance (e.g. dragging/raking fields; lining/painting fields; irrigation system operation/maintenance; laying seed/sprigs/sod; fence repair; weed control applications; etc.)
- Perform services and repairs as needed to maintain sports fields and park facilities (e.g. construction projects; minor electrical/plumbing repairs; masonry; carpentry; painting; cleaning restrooms/shop/work areas; etc.)
- Operate/maintain equipment and machinery used in sports field and park facilities maintenance (truck/trailer; tractor; turf trickster; edger; tiller; aerator; etc.) Provides manual labor functions as directed (e.g. digging holes/trenches; raking; hoeing; lifting; etc.)
- Perform janitorial and custodial maintenance of recreational facilities grounds and buildings: to include restroom maintenance and trash disposal.
- Coordinate tasks with contractors and other non-departmental staff in the area of park maintenance.
- Perform minor maintenance on equipment such as oil changes, filters, blades, hydraulic fluids, part replacement, etc.
- Maintain park by blowing, trash pick-up, painting, mowing, aerating, fertilizing, top dressing, edging and weed spraying and power washing facilities.
- Maintain athletic activity areas (nail dragging, prepping), maintain fences, benches, drinking fountains, sidewalks, restrooms and general repairs.
- Prepare and set up for a variety of events.
- Requires regular and prompt attendance plus the ability to work well with others and work well as a team.
- Perform other duties as required by the department.

KNOWLEDGE, SKILLS AND ABILITIES

- Considerable knowledge of occupational hazards and safety precautions.
- Knowledge of tools and landscaping equipment used in parks and grounds maintenance.
- Knowledge of Federal, State, and local laws, codes, ordinances, regulations, Personnel, Departmental and City policies and procedures in area assigned.
- Ability to recognize grasses, plants, trees, and other vegetation.
- Ability to perform heavy manual labor
- Ability to communicate effectively, both orally and in writing, in both small and large groups, and in formal and informal settings.
- Ability to understand and interpret departmental rules, regulations, procedures, and instructions both orally and in writing.
- Ability to interact with the public and provide information in a polite and courteous manner both in person and on the telephone.

EDUCATION AND/OR EXPERIENCE REQUIRED:

- High school diploma from a school accredited by a regional accrediting agency recognized by the U.S. Department of Education or GED certificate issued by the appropriate state agency
- Considerable experience performing manual work and leading a small crew of workers; or any equivalent combination of training and experience that demonstrates the above listed knowledge, skills, and abilities.

DESIRABLE QUALIFICATIONS

- Relevant certifications, including, but not limited to, HVAC, Irrigation Control, Pesticide Application, and CPR/First Aid.

WORK ENVIRONMENT

The conditions herein is representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

- Work requires the physical ability to perform heavy manual labor for extended periods, often under adverse weather conditions and carrying items up to fifty (50) pounds.
- Employee will at times have to work other shifts.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is frequently required to walk, stand, sit and talk to or hear. The employee is occasionally required to use hands to handle, feel or operate objects, tools, or controls; a reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch or crawl. The employee must frequently lift and or move up to 50 pounds and to travel to other locations using various modes of private and commercial transportation; and to verbally communicate to exchange information.

SPECIAL REQUIREMENTS

- Good driving record, ability to drive a City vehicle and possession of a valid State Driver's license.

The duties listed above are intended as illustrations of the types of work that may be performed. The omission of specific job duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

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

AGENDA ITEM DEPT: Parks and Recreation
AGENDA DATE: October 2, 2018
Page: 1 of 4

SUBJECT:

Request authorization to reclassify the Program Coordinator position to Program Supervisor in the Parks and Recreation Department.

AMOUNT & SOURCE OF FUNDING:

No cost impact, the employee will remain at her current Salary.

FISCAL NOTE:

This position is funded in the FY19 City Budget.

AUTHORIZATION HISTORY:

This is a renaming of a position title from Program Coordinator to Program Supervisor. The responsibilities the position carries justifies the re-classification to the Supervisor position. Lisa Cox is currently in this position. The position currently supervises multiple part-time employees and has supervisory responsibilities, so the name change accurately reflects the duties of the position.

REQUESTING DEPARTMENT:

Starkville Parks and Recreation Department

DIRECTOR'S AUTHORIZATION:

Gerry Logan, Executive Director of Parks and Recreation

FOR MORE INFORMATION CONTACT:

Gerry Logan, Executive Director of Parks and Recreation, glogan@starkvilleparks.com, 662-323-2294

SUGGESTED MOTION

Move approval to reclassify the Program Coordinator position to Program Supervisor in the Parks and Recreation Department.



CITY OF STARKVILLE JOB DESCRIPTION

Title: Program Supervisor
Reports to: Executive Director
Date Prepared: 09/18/2018

Department: Parks and Recreation
Classification: Non Exempt, Salary Grade 11
Approved by Board:

GENERAL POSITION SUMMARY:

This staff member is a vital member of the executive administrative staff of the Parks and Recreation Department. The position involves administrative and supervisory work in planning, scheduling, coordinating and promoting recreation programs and special events at Parks and Recreation facilities. These include but are not limited to special activities, special events, playground programs, day camps, ceramic classes, senior programs, therapeutic programs and other related recreation programs for the citizens of Starkville.

ESSENTIAL JOB FUNCTIONS:

- Plan, organize, schedule, promote and coordinate recreation programs and special events at the City's parks and recreation facilities that properly meet the needs of the citizens of Starkville and surrounding areas.
- Assist in formulation of policies, guidelines, evaluation processes, goals, and objectives for programs and other areas as assigned.
- Supervise and direct training and evaluation of programming employees, part-time staff, instructors and contractors.
- Plan, promote, organize, and supervise diverse programs for all age groups.
- Develop and maintain the pavilion and room rental calendar.
- Operate and maintain online program registrations.
- Oversee each program, set up registration, and provide needed facilities, equipment, supplies, medical needs, and personnel to operate program.
- Keep current and be familiar with teaching/coaching practices, and all rules, policies, and regulations pertinent to each program conducted. Participates in workshops, clinics, and in-service training sessions pertaining to sporting/recreational programs, and attend meetings of professional recreation organizations.
- Maintain records and reports for budgeting and planning for assigned programs.
- Oversee all aspects of risk management, safety, and welfare of facilities and program participants, utilizing own knowledge concerning the care and prevention of injuries.
- Plan, direct and coordinate department special events.
- Provide excellent customer service, answer the phone, respond to email, and perform other administrative duties as required.
- Assess needs and interests, recommend programs to be conducted, evaluate after each program ends, and make recommendations for changes as required.
- Perform other duties as required by the department.

KNOWLEDGE, SKILLS AND ABILITIES

- Considerable knowledge of the methods, principles, practices and techniques involved in the operation of municipal recreation programs and special events.
- General knowledge of maintenance practices and the impacts that recreation programs and schedules have in relation to planned maintenance.
- Knowledge of facility leases and contractual agreements, and the ability to coordinate and implement new agreements as necessary.

- Plan, organize and coordinate a comprehensive selection of recreation programs and special events, and to assign and supervise subordinate personnel.
- Establish and maintain effective working relationships with superiors, subordinate employees, public officials, representatives of other organizations, event promoters, civic and community groups, business leaders, members of the media, and the public.
- Communicate effectively both orally and in writing and professionally at all times with parent groups, civic clubs, city authorities and participants.
- Possess qualities, which characterize a promoter, organizer, and administrator
- Be bonded.

EDUCATION AND/OR EXPERIENCE REQUIRED:

- Bachelor's Degree in Recreation, Health, Sports Management or related field.
- At least four (4) years of full-time experience managing various recreational programs, one (1) of which in a supervisory capacity, or an equivalent combination of education and training that provides the requisite knowledge, skills, and abilities for this job.

DESIRABLE QUALIFICATIONS

- Relevant certifications, including, but not limited to, Certified Parks and Recreation Professional or Executive (CPRP or CPRE), CPR/First Aid, and Certified Event Planner.

WORK ENVIRONMENT

The conditions herein is representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

- While performing the duties of this job, the employee occasionally works near moving mechanical parts or in outside weather conditions, especially during special events. The noise level in the work environment is usually quiet within in the office, or moderately noisy when in the field.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is frequently required to walk, stand, sit and talk to or hear. The employee is occasionally required to use hands to handle, feel or operate objects, tools, or controls; a reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch or crawl. The employee must frequently lift and or move up to 50 pounds and to travel to other locations using various modes of private and commercial transportation; and to verbally communicate to exchange information.

SPECIAL REQUIREMENTS

- Good driving record, ability to drive a City vehicle and possession of a valid State Driver's license.

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CITY OF STARKVILLE
RECOMMENDATION FOR BOARD ACTION

AGENDA ITEM DEPT: Sanitation & Environmental Ser.
AGENDA DATE: October 2, 2018
PAGE: 1

SUBJECT: Request approval and acceptance of the lowest bid from Waste Zero, Inc. for the purchase of 12,000 rolls of garbage bags in the amount of \$130,920.00 for the 2018 annual bag distribution. There is an estimated 30 day delivery period.

AMOUNT & SOURCE OF FUNDING: FY 2019 Budget – Garbage Bags
023-322-551-239

FISCAL NOTE:
Bids Received through reverse auction held September 27, 2018:

WasteZero Inc.	12000	Rank
\$/Roll	Total	1
\$10.91	\$130,920.00	

Central Poly	12000	Rank
\$/Roll	Total	2
\$10.92	\$131,040.00	

Dyna Pak	12000	Rank
\$/Roll	Total	3
\$11.12	\$133,440.00	

Interboro Packaging Corp.	12000	Rank
\$/Roll	Total	4
\$11.24	\$134,880.00	

Lann Chemical and Supply	12000	Rank
\$/Roll	Total	5
\$14.20	\$170,400.00	

AUTHORIZATION HISTORY: On September 4, 2018 the Board approved the advertisement of bids for 12,000 rolls of garbage bags for the 2018 annual garbage bag distribution.

REQUESTING
DEPARTMENT: SES

DIRECTOR'S
AUTHORIZATION: Calvin Ware

FOR MORE INFORMATION CONTACT: Calvin Ware

SUGGESTED MOTION: Move approval and acceptance of the lowest bid from Waste Zero, Inc. for the purchase of 12,000 rolls of garbage bags in the amount of \$130,920.00 for the 2018 annual bag distribution.



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

AGENDA ITEM NO:
AGENDA DATE: October 2, 2018
PAGE: 1 of 3

SUBJECT: Request authorization for Starkville Utilities to accept the lowest and best quote to repair the 200 HP vertical hollow shaft US Motor - Parks & Parks Water Well Service Inc.
Comparison of quotes (quotes are attached):

Donald Smith Company	\$7,381.00
Parks & Parks Water Well Service Inc.	\$6,535.00

AMOUNT & SOURCE OF FUNDING:

FISCAL NOTE:

AUTHORIZATION HISTORY:

REQUESTING
DEPARTMENT: Utilities

DIRECTOR'S
AUTHORIZATION: Terry Kemp, General Manager

FOR MORE INFORMATION CONTACT: Terry Kemp 662-323-3133 ext. 101

SUGGESTED MOTION:

Move approval for Starkville Utilities to accept the lowest and best quote to repair the 200 HP vertical hollow shaft US Motor - Parks & Parks Water Well Service Inc.

Donald Smith Company, Inc.

P.O. Box 38 • Shannon, MS 38868 • Phone: (662) 767-9777 • Fax: (662) 767-3107

August 31, 2018

Theodis Weaver
Starkville Utilities
403 D. L. Conner Dr
Starkville, MS 39759

QUOTATION: ACADEMY STREET WELL

On August 29, 2018 we did a visual inspection of the Academy Street well to determine the origin of the excessive noise emitting from the pump.

Our estimation is the majority of the noise is being generated by the motor bearings. From the pump test data conducted May 15, 2018 the pump doesn't appear to be excessively off in capacity although there is noticeable vibration when the pump is operating.

At this point the motor is so loud it could be overriding any noise coming from the pumping unit. It is our recommendation that the motor be removed and new bearings installed. After this is performed we think a better evaluation of the pump can be made.

We would like to quote the following:

1. Furnish rig and labor to remove and install motor;
2. Replace thrust and guide bearings;
3. Inspect interior wiring for deterioration;
4. Bake and clean windings;
5. For the price of:

\$ 7,381.00

Thank you for the opportunity to quote you on this project. If you have any questions, please do not hesitate to call.

Mike Holloway

Mike Holloway
Superintendent



Water Wells • Pumps & Service • Utility Construction
Drilling Wells and Pumping Water Since 1946

CORPORATE OFFICE
746 East Main Street
Headland, Alabama 36345
Phone: (334) 693-2969
Fax (334) 693-3089

PARKS & PARKS WATER WELL SERVICE INC.

***109 OKOLONA CUT-OFF ROAD
HOUSTON, MISSISSIPPI 38851***

PHONE: 662-456-2011

FAX: 662-456-2284

24 HOUR SERVICE

September 25, 2018

Starkville Utilites
403 D. L. Conner Drive
Starkville, MS 39759

Re: Motor repair

Attn: Sean Johnston

We are pleased to quote you on repairing the 200 HP vertical hollow shaft US Motor. Remove motor from pump head take to Jesco Inc. Jesco will disassemble clean winding bake out and test. Re-varnish winding if test is good. Furnish new set of bearing and assemble motor and test run. Take back to job and install back on pump head and check out.

TOTAL

\$6,535.00

Parks & Parks Water Well Service Inc.



Tommy Washington

e-mail park2014@bellsouth.net
cell 662-456-6835
office 662-456-2011



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

AGENDA ITEM NO:
AGENDA DATE: October 2, 2018
PAGE: 1 of 1

SUBJECT: Request authorization for Starkville Utilities to initiate a task order with Volkert for Engineering Services for the Ernest E. Jones Wastewater Treatment Plant Biosolids Improvements.

AMOUNT & SOURCE OF FUNDING:

FISCAL NOTE:

AUTHORIZATION HISTORY:

**REQUESTING
DEPARTMENT:** Utilities

**DIRECTOR'S
AUTHORIZATION:** Terry Kemp, General Manager

FOR MORE INFORMATION CONTACT: Terry Kemp 662-323-3133 ext. 101

SUGGESTED MOTION:

Move approval for Starkville Utilities to initiate a task order with Volkert for Engineering Services for the Ernest E. Jones Wastewater Treatment Plant Biosolids Improvements.

**STARKVILLE UTILITIES
CITY OF STARKVILLE, MISSISSIPPI
TASK ORDER NO. 03 – 2018**

**ERNEST E. JONES WASTEWATER TREATMENT FACILITY
BIOSOLIDS IMPROVEMENTS**

This Task is to be performed in accordance with the provisions of the Agreement for professional services entered into this 3rd day of October, 2017, by and between Starkville Utilities, City of Starkville, Mississippi, hereafter referred to as the OWNER, and Volkert, Inc., hereinafter referred to as the CONSULTANT.

WHEREAS, each of said parties represents that it continues to have authority to execute this Task Order and that all certifications previously made in said Agreement remain in effect;

NOW THEREFORE, the parties hereto do further contract and agree to add the following items of work to the above Agreement under the additional terms and conditions as are hereinafter stated:

Wastewater collected in the City of Starkville (City) is conveyed to the Ernest E. Jones Wastewater Treatment Plant (WWTP). This facility is operated by Starkville Utilities (OWNER), a department of the City. The waste active sludge (WAS) produced in the biological process is conveyed to a 25-acre lagoon located adjacent to and north of the WWTP. The lagoon is operating at or near capacity. In an effort to address this issue and provide a sustainable solution for biosolids management, CONSULTANT evaluated alternatives for treatment, disposal, and storage of biosolids.

CONSULTANT performed a cursory evaluation of treatment of solids to Class A and Class B. Class A alternatives were selected for further evaluation due to the focus on sustainability, the benefits associated with resource recovery, and opportunities for disposal of the end product through partnerships with Mississippi State University, the City, and surrounding cooperatives and land owners. All parties expressed interest in an end product that did not require permitting or sampling, did not produce an odor when land applied or utilized as a solid amendment, and did not adversely impact soil characteristics.

Treatment to Class A biosolids utilizing a solar dryer was recommended as the solution which best aligned with the project objectives. Following is a proposal for professional services for implementation of the recommended solution.

1.1. Basic Services.

CONSULTANT shall perform the Basic Services set forth in “Basic Services” of this Task Order, as well as any Additional Services in accordance with the terms and conditions herein.

Phase 1 – Design Services

Task 1A – Preliminary Design

Project Management and Kick-off

CONSULTANT will develop a Quality Management Plan (QMP) to include project objectives, scope, schedule, and communication protocols. This will be developed through collaboration with OWNER.

A kick-off meeting will be conducted to review the QMP and to issue a formal request for information required to complete the scope of services.

Data Gathering and Reference

CONSULTANT will gather and/or reference the following information to provide a basis for design:

- Operational data collected during the evaluation of the biosolids and existing sludge lagoon.
- Record drawings for the existing WWTP, including process and instrumentation diagrams and mechanical plans.
- A topographic survey will be performed for the site. Survey will be performed by Springer Engineering, Inc., Starkville, MS.
- Geotechnical evaluation will be performed for the site. Evaluation will be performed by Springer Engineering, Inc., Starkville, MS.
- Field verification of piping and appurtenances.

Design Scope

CONSULTANT will produce a preliminary design for the Class A biosolids alternative recommended in the engineering report, *Ernest E. Jones Wastewater Treatment Plant – Biosolids Management Plan*, September 11, 2018. This will include the following:

- Coordination of upgrades with the existing WWTP processes, including waste sludge pumping and controls.
- Upgrade of the existing Equalization Tank to convert to a Solids Holding Tank – The upgrade will include the following:
 - Mechanical mixing or aeration capable of providing sufficient energy to maintain solids suspension for the approximately 375,000 gallon holding tank.
 - Floating Decanter or Adjustable Weir system capable of thickening 0.5% to 1% solids to 2%-3% solids.
- Sludge Dewatering Improvements:
 - Two (2) inclined Screw Presses and associated chemical system capable of dewatering 2%-3% solids to 20% solids at a rate of 875 dry-tons/hour each.
 - One (1) screw conveyor capable of transferring dewatered sludge at 20% solids horizontally and inclined to deposit into transfer mechanism.
 - Structure shall be covered to protect equipment from the weather.
- Sludge Drying Improvements:
 - Three (3) solar dryers capable of drying a minimum of 4,200 wet tons of sludge at 20% solids per year to Class A standards per the EPA 503 regulations.
 - One (1) sludge storage structure with dividers to store biosolids prior to disposal or distribution. Structure may be covered as an alternate.
- Electrical and Controls related to the dewatering and drying facilities. This will include coordination with the WWTP systems integrator responsible for upgrade of the WWTP instrumentation and controls under a separate contract with OWNER.
- Septage receiving station to facilitate disposal and metering of waste haulers delivering to the WWTP. This may be included in the construction documents as an alternate.

- Constructed wetlands – A portion of the existing sludge lagoon shall be cultivated with highly vascular plants to remove nutrients and metals. This will not be a permitted wetland.

Exclusions:

- Upgrade of the return sludge and waste sludge pumps and associated electrical and controls systems
- Upgrade of the WWTP electrical and instrumentation and controls systems

CONSULTANT shall coordinate site visits for representatives of OWNER to observe the proposed technologies for sludge dewatering and solar drying, one trip for each basis of design technology.

Engineers Estimate of Probable Cost of Construction

CONSULTANT will develop a preliminary engineer's estimate of probable construction cost for the recommended improvements. This estimate will be used as a cost control measure during design.

Preliminary Design Review and Quality Management

Preliminary design documents, including the Engineer's Estimate of Probable Construction Cost will be reviewed with OWNER and submitted to OWNER for review and comment. Comments will be received and incorporated into the Preliminary design documents. Internal constructability and quality reviews will be performed prior to submission.

CONSULTANT will not proceed with final design without approval by the OWNER to do so.

Task 1B – Final Design

CONSULTANT will proceed with Final Design upon receipt of written approval from the OWNER. Final design will further develop project requirements for Preliminary Design scope and shall include any additional items/scope added by amendment. Design will include electrical and controls upgrades only associated with the sludge dewatering and drying improvements.

Final design will include two (2) design milestones – Detailed Design (70%) and Construction Documents (100%). Upon receipt of comments from the Construction Documents submittal, CONSULTANT will incorporate the appropriate revisions prior to advertisement for bids. Each milestone will incorporate an internal CONSULTANT review per the QMP requirements, review with OWNER, incorporation of comments received, and final review and approval by OWNER.

CONSULTANT will update the engineer's estimate of probable construction cost and will submit with each design milestone submittal.

Permitting

CONSULTANT will coordinate permit requirements with MDEQ related to modifications of sludge processing and treatment.

Phase 2 – Construction Phase Services

Task 2A – Bidding

CONSULTANT will assist OWNER with Bidding services to include the following:

- Advertisement for Bids
- Assistance with tracking and responding to Requests for Information or Clarification
- Pre-Bid conference, if required.

- Opening of Bids
- Evaluation of Bids

CONSULTANT will review bids received by OWNER and will provide a recommendation for award by the OWNER to the low, responsive bidder.

Task 2B - Engineering Services During Construction

CONSULTANT shall provide a part-time resident project representative (RPR) to observe the work for conformance with the Contract Documents. Construction phase quality assurance/quality control testing and supplemental construction observation services shall be provided by Springer Engineering, Inc., if required, under the direction of CONSULTANT to monitoring and observation of construction activities.

CONSULTANT will consult OWNER on project related progress and issues. An engineer shall be assigned to the project to administer the project and provide supplemental observation, as required.

CONSULTANT shall conduct a pre-construction conference and periodic progress meetings throughout the duration of the project. Weekly status reports will be provided to update construction progress.

CONSULTANT shall coordinate preparation of operation and maintenance manuals and record drawings for the project and submit to OWNER.

1.2 Responsibilities of the Owner

In addition to other responsibilities of OWNER as set forth in the Agreement, OWNER shall, at its expense:

- Provide existing record drawings, surveys, and engineering reports referencing the existing WWTP and lagoons.

1.3 Additional Services

Additional Services shall be any service not included in Section 1.1, Basic Services herein, any service noted as an exclusion in Section 1.1 herein, or any service under Section 3.3 of the Agreement for Professional Services executed by and between the OWNER and CONSULTANT. Compensation for Additional Services shall be in accordance with said agreement.

1.4 Deliverables

CONSULTANT will provide design deliverables corresponding with Preliminary Design and Final Design. Final construction documents shall include plans and specifications for bidding purposes. Record drawings will be provided following construction.

1.5 Schedule

The projected duration of major work tasks from date of notice to proceed is summarized below:

SCHEDULE SUMMARY	
DESCRIPTION	PROJECTED SCHEDULE
Phase 1, Task 1A – Preliminary Design	3 Months
Phase 1, Task 1B – Final Design	3 Months
Phase 2, Task 2A – Bid Phase	1 Months
Phase 2, Task 2B – Engineering Services During Construction	9 Months

1.6 Fee

The compensation for engineering services provided under this work order will be based on the breakdown by Design Services and Construction Phase Services. Other Services that are not applicable to the requirements for this project are denoted by "N/A."

PHASE 1 - DESIGN SERVICES	
Description	Fee (Lump Sum)
Phase 1 –Design Services ¹	-
Phase 1; Task 1A – Preliminary Design	\$112,000
Phase 1; Task 1B – Final Design	\$156,000
Special Services	-
Design Survey ²	\$12,000
Geotechnical Evaluation ³	\$9,000
Permitting ⁴	-
Subtotal - Design Services	\$289,000

¹ Design Services are based on a preliminary construction estimate of \$5,000,000. ASCE curve suggests 6%, not including special services. Basic Eng. is \$268,000 (5.3%)

² Survey subconsultant – Springer Engineering, Inc.

³ Geotechnical subconsultant – Springer Engineering, Inc.

⁴ Permitting will be performed on an hourly basis per MDEQ regulations and requirements. Refer to Construction Phase Services for Fee (Hourly, Not to Exceed)

PHASE 2 - CONSTRUCTION PHASE SERVICES	
Description	Fee (Hourly, Not to Exceed)
Phase 2; Task 2A – Bidding Services	\$15,000
Phase 2; Task 2B – Engineering Services During Construction	-
Construction Administration	\$90,000
Resident Project Representative (Part-Time) ⁵	\$108,000
Construction Testing ⁶	\$8,000
Construction Survey ⁷	\$10,000
Permitting	\$12,000
Subtotal – Construction Phase Services	\$243,000

⁵ RPR Services are estimated based on Part-Time RPR Services, Submittal Coord & Review of I&C and Equipment, and Construction Phase Engineering support based on \$12,000 / month for a contract duration of 9 months. An estimate of direct costs is included in the amount. This includes support from Springer Engineering, Inc. under direction of CONSULTANT.

⁶ Construction Testing Subconsultant – Springer Engineering, Inc., Starkville, MS; Includes time for CONSULTANT coordination and Springer Engineering, Inc.

⁷ Construction Survey subconsultant – Springer Engineering, Inc., Starkville, MS; Includes time for CONSULTANT coordination and Springer Engineering, Inc.

COMPENSATION SUMMARY	
Description	Fee
Phase 1 - Design Services (including Special Services)	\$289,000
Phase 2 - Construction Phase Services	\$243,000
Total Fee	\$532,000

Note: ASCE curve suggests 12% for the total fee, not including special services. Total, not including special services is \$511,000 (10.2%)

Design Services shall be performed on Lump Sum basis and payable to CONSULTANT by OWNER per percent complete indicated on CONSULTANT prepared invoice.

Construction Phase Services shall be payable to CONSULTANT by OWNER per CONSULTANT'S current hourly rates, plus reimbursable and direct expenses.

Invoices shall be submitted and payable by OWNER per the terms of the Agreement.

So, executed and agreed this the _____ day of _____, 201__.

ATTEST:

STARKVILLE UTILITIES
CITY OF STARKVILLE, MISSISSIPPI

Name/Title

General Manager

ATTEST:

VOLKERT, INC.

Vice President



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

AGENDA ITEM NO:
AGENDA DATE: October 2, 2018
PAGE: 1 of 1

SUBJECT: Request approval of renewal of the DIC property-casualty insurance proposal for Starkville Utilities—Electric Division.

AMOUNT & SOURCE OF FUNDING:

FISCAL NOTE:

AUTHORIZATION HISTORY:

**REQUESTING
DEPARTMENT:** Utilities

**DIRECTOR'S
AUTHORIZATION:** Terry Kemp, General Manager

FOR MORE INFORMATION CONTACT: Terry Kemp 662-323-3133 ext. 101

SUGGESTED MOTION:

Move approval for of the DIC property-casualty insurance proposal for Starkville Utilities—Electric Division.



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

AGENDA ITEM NO:
AGENDA DATE: October 2, 2018
PAGE: 1 of 1

SUBJECT: Request approval for Nick Fiorentino and Nathan Fillipo to attend water operator training in Hattiesburg, MS on Oct. 4. Total includes one night lodging and conference fees cost not to exceed \$250.00.

AMOUNT & SOURCE OF FUNDING:

FISCAL NOTE:

AUTHORIZATION HISTORY:

**REQUESTING
DEPARTMENT:** Utilities

**DIRECTOR'S
AUTHORIZATION:** Terry Kemp, General Manager

FOR MORE INFORMATION CONTACT: Terry Kemp 662-323-3133 ext. 101

SUGGESTED MOTION:

Move approval for Nick Fiorentino and Nathan Fillipo to attend water operator training in Hattiesburg, MS on Oct. 4. Total includes one night lodging and conference fees cost not to exceed \$250.00.



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

AGENDA ITEM NO:
AGENDA DATE: October 2, 2018
PAGE: 1 of 1

SUBJECT: Request authorization to declare model AYP8228A49, Serial 030294C (lawn mower) surplus.

AMOUNT & SOURCE OF FUNDING:

FISCAL NOTE:

AUTHORIZATION HISTORY:

**REQUESTING
DEPARTMENT:** Utilities

**DIRECTOR'S
AUTHORIZATION:** Terry Kemp, General Manager

FOR MORE INFORMATION CONTACT: Terry Kemp 662-323-3133 ext. 101

SUGGESTED MOTION:

Move approval for to declare model AYP8228A49, Serial 030294C (lawn mower) surplus.
