



OFFICIAL ELECTRONIC PACKET

**CITY OF STARKVILLE,
MISSISSIPPI December 17, 2019**

Mayor
D. Lynn Spruill

Vice Mayor
Roy A. Perkins

Board of Aldermen
Ben Carver
Sandra Sistrunk
David Little
Jason Walker
Hamp Beatty
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

**City Planning &
Community Development**
Dr. Simon Kim

Court Clerk
Jodi Hogue

**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

RECESS MEETING OF TUESDAY, DECEMBER 17, 2019
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 NOVEMBER 19, 2019 MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE.

CONSIDERATION OF THE MINUTES OF THE DECEMBER 3, 2019 MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE.

V. ANNOUNCEMENTS AND COMMENTS

A. MAYOR'S COMMENTS:

B. BOARD OF ALDERMEN COMMENTS:

VI. CITIZEN COMMENTS

VII. PUBLIC APPEARANCES

VIII. PUBLIC HEARING

SECOND PUBLIC HEARING AND CONSIDERATION OF THE ADOPTION OF THE UNIFIED DEVELOPMENT CODE, UPDATE OF THE CITY OF STARKVILLE'S OFFICIAL ZONING MAP, AND THE REVISION, DELETION, AND/OR RELOCATION OF SEVERAL CHAPTERS AND SUBSECTIONS IN THE CODE OF ORDINANCES.

PUBLIC HEARING AND CONSIDERATION UNDER MISS. CODE ANN. § 21-19-11 TO DETERMINE WHETHER THE BUILDING(S) LOCATED AT 100 DR. MARTIN LUTHER KING JR. DRIVE WITH THE PARCEL NUMBER 118P-00-149.00 IS A MENACE TO THE PUBLIC HEALTH, SAFETY, AND WELFARE OF THE COMMUNITY.

IX. MAYOR'S BUSINESS

A. CONSIDERATION OF ADVERTISING FOR BIDS FOR THE DEMOLITION AND REMOVAL OF THE DILAPIDATED STRUCTURE ON THE PROPERTY LOCATED AT 100 DR. MARTIN LUTHER KING, JR. DRIVE/MS HWY 182.

X. **BOARD BUSINESS**

XI. **DEPARTMENT BUSINESS**

A. AIRPORT

1. DISCUSSION AND CONSIDERATION OF MAKING AN APPOINTMENT TO THE MUNICIPAL AIRPORT BOARD FOR A THREE-YEAR TERM BEGINNING JANUARY 1, 2020 AND EXPIRING DECEMBER 31, 2022. TWO APPLICANTS: MR. ALLEN PEPPER AND DR. RONNIE TUCKER, SR.

B. COMMUNITY DEVELOPMENT DEPARTMENT

1. CODE ENFORCEMENT

THERE ARE NO ITEMS FOR THIS AGENDA

2. PLANNING

- a. CONSIDERATION OF COA 19-02 CERTIFICATE OF APPROPRIATENESS REQUEST BY KEN AND GIGI HOLMES, FOR THE MINOR EXTERIOR ADDITION OF A REAR COVERED PORCH AT 511 GREENSBORO ST. ON A PARCEL THAT IS CURRENTLY ZONED R-1 WITH THE PROPERTY # 102B-00-106.00.

- b. CONSIDERATION OF AUTHORIZATION TO ADVERTISE TO FILL THE VACANCY IN WARD 1 FOR THE PLANNING AND ZONING COMMISSION FOR A TERM SET TO EXPIRE ON JUNE 30, 2021.

D. COURTS

THERE ARE NO ITEMS FOR THIS AGENDA

E. ENGINEERING

1. CONSIDERATION OF AUTHORIZING THE MAYOR TO ADVERTISE FOR CONSULTANT SERVICES AND DEVELOPMENT OF A SELECTION COMMITTEE IN ACCORDANCE WITH THE MISSISSIPPI DEPARTMENT OF TRANSPORTATION PROFESSIONAL DEVELOPMENT MANUAL AND THE LOCAL PUBLIC AGENCY CONSULTANT OPERATING PROCEDURES FOR PROFESSIONAL SERVICES IN REGARDS TO THE B.U.I.L.D. GRANT.
2. CONSIDERATION OF APPROVAL OF THE SHS BRIDGE PROJECT DESIGN AND AUTHORIZATION TO ADVERTISE FOR CONSTRUCTION BIDS FOR THE PROJECT AND DECLARE THE CURRENT BRIDGE SURPLUS AND ADVERTISE FOR BIDS ON GOVDEALS.

F. FINANCE AND ADMINISTRATION

1. REQUEST APPROVAL OF THE CITY OF STARKVILLE CLAIMS DOCKET FOR ALL DEPARTMENTS INCLUDING STARKVILLE UTILITIES AS OF DECEMBER 10, 2019 FOR FISCAL YEAR ENDING 9/30/20, 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. ACCEPTANCE OF THE NOVEMBER 2019 FINANCIAL STATEMENTS.

G. FIRE DEPARTMENT

1. REQUEST AUTHORIZATION TO PURCHASE A 50' X 60' METAL BUILDING AT STATION 5 FOR FIRE APPARATUS AND FIRE EQUIPMENT FROM REED'S METALS, INC. AT A COST OF \$29,908.48, THE LOWEST AND BEST QUOTE.

H. HUMAN RESOURCES

1. REQUEST AUTHORIZATION TO ADVERTISE FOR AN ATHLETIC SUPERVISOR IN THE PARKS AND RECREATION DEPARTMENT.
2. REQUEST AUTHORIZATION TO HIRE JERALD "LYLE" MECASKEY AS A CODE ENFORCEMENT OFFICER IN THE COMMUNITY DEVELOPMENT DEPARTMENT.
3. REQUEST AUTHORIZATION TO ADVERTISE FOR A MAINTENANCE WORKER IN THE SANITATION/ENVIRONMENTAL SERVICES DEPARTMENT.

I. INFORMATION TECHNOLOGY

THERE ARE NO ITEMS FOR THIS AGENDA

J. PARKS

1. CONSIDERATION OF APPROVAL TO ADVERTISE A REQUEST FOR PROPOSALS FOR CONCESSIONS SERVICE IN THE PARKS AND RECREATION DEPARTMENT.
2. CONSIDERATION OF KIMLEY-HORN AS THE CONSULTANT FOR THE BICYCLE AND PEDESTRIAN MASTER PLAN FOR THE CITY OF STARKVILLE WITH FUNDS TO BE PAID FROM NRPA GRANT.

K. POLICE DEPARTMENT

1. REQUEST APPROVAL TO ALLOW CPL. SCOTT LOMAX AND CPL. CHRIS JACKSON TO ATTEND AFT NIBIM TRAINING IN HUNTSVILLE, AL WITH ADVANCED HOTEL AND REGISTRATION, WITH TOTAL COSTS NOT TO EXCEED \$600.00.
2. CONSIDERATION OF THE RESTRUCTURING OF THE POLICE DEPARTMENT.

L. SANITATION DEPARTMENT

THERE ARE NO ITEMS FOR THIS AGENDA

M. UTILITIES DEPARTMENT

1. REQUEST AUTHORIZATION TO ACCEPT THE LOWEST AND BEST QUOTE FROM LS TECHNOLOGIES, LLC IN THE AMOUNT OF \$15,473.59 FOR THE PURCHASE AND INSTALLATION OF SECURITY CAMERAS AT THE ELECTRIC OPERATIONS CENTER.
2. CONSIDERATION OF WARRANTY DEED TO PURCHASE A 10-ACRE PARCEL OF LAND LOCATED SOUTH OF THE WASTEWATER TREATMENT PLANT AT THE END OF SAND ROAD FROM DESSIE R. HINES AND BESSIE BURGE-TUCKER.
3. REQUEST AUTHORIZATION FOR THE CITY OF STARKVILLE TO ENTER INTO A WASTEWATER SERVICE CONTRACT BETWEEN EDR COLLEGE VIEW MS, LLC, MISSISSIPPI STATE UNIVERSITY AND THE CITY OF STARKVILLE.
4. REQUEST AUTHORIZATION TO ACCEPT THE LOWEST AND BEST BID FROM CHANCELLOR ELECTRIC LLC FOR \$6,404,808.91 MINUS THE DEDUCTIVE ALTERNATE # 1 (\$125,000.00) FOR THE AMOUNT OF \$6,279,808.91 FOR THE CONSTRUCTION OF THE 161/69/13 KV SOUTHWEST STARKVILLE SUBSTATION.

XII. CLOSED DETERMINATION SESSION

XIII. OPEN SESSION

XIV. EXECUTIVE SESSION

XV. OPEN SESSION

XVI. ADJOURN UNTIL JANUARY 7, 2020 @ 5:30 IN THE COURT ROOM AT 110 WEST MAIN STREET.



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

AGENDA ITEM: MINUTES
AGENDA DATE: 12-17-19
PAGE: 1 of 32

SUBJECT: Request approval of the minutes of the November 19, 2019 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 November 19, 2019 Recess meeting of the Mayor and Board of Aldermen of the City of Starkville, MS.

**MINUTES OF THE RECESS MEETING
OF THE MAYOR AND BOARD OF ALDERMEN
OF THE CITY OF STARKVILLE, MISSISSIPPI
NOVEMBER 19, 2019**

Be it remembered that the Mayor and Board of Aldermen met in a Recess Meeting on November 19, 2019 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, Hamp Beatty, Roy A.' Perkins and Henry Vaughn, Sr. Attending the Board were City Clerk / CFO Lesa Hardin and City Attorney Chris Latimer.

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

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

REQUESTED REVISIONS TO THE OFFICIAL AGENDA:

Alderman Vaughn asked to add Item XI. G. 4. "Advertise for a driver in the Sanitation / Environmental Services Department" and that the item be added to consent.

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

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

Alderman Little offered a motion, duly seconded by Alderman Vaughn, to approve the November 19, 2019 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 Hamp Beatty	Voted: Yea
Alderman Roy A'. Perkins	Voted: Yea
Alderman Henry Vaughn, Sr.	Voted: Yea

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

**OFFICIAL AGENDA OF
THE MAYOR AND BOARD OF ALDERMEN
OF THE
CITY OF STARKVILLE, MISSISSIPPI
RECESS MEETING OF TUESDAY, NOVEMBER 19, 2019
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 OCTOBER 15, 2019 MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE.

CONSIDERATION OF THE MINUTES OF THE NOVEMBER 1, 2019 WORK SESSION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE.

CONSIDERATION OF THE MINUTES OF THE NOVEMBER 12, 2019 PUBLIC HEARING ON THE ROUNDHOUSE SEWER PROJECT.

V. ANNOUNCEMENTS AND COMMENTS

A. MAYOR'S COMMENTS:

B. BOARD OF ALDERMEN COMMENTS:

VI. CITIZEN COMMENTS

VII. PUBLIC APPEARANCES

VIII. PUBLIC HEARING

PUBLIC HEARING TO AMEND THE TRANSIENT VENDOR ORDINANCE TO ADHERE TO FIRE CODE REQUIREMENTS FOR MOBILE FOOD PREPARATION VEHICLES.

IX. MAYOR'S BUSINESS

X. BOARD BUSINESS

A. CONSIDERATION OF ACKNOWLEDGING THE RECEIPT OF THE AD HOC RECYCLING COMMITTEE'S RECOMMENDATIONS.

XI. DEPARTMENT BUSINESS

A. AIRPORT

1. REQUEST APPROVAL OF THE HIGH WING AVIATION, LLC FLIGHT TRAINING AGREEMENT AT GEORGE M. BRYAN FIELD, STARKVILLE MS, FOR ONE YEAR

2. REQUEST AUTHORIZATION FOR AIRPORT DIRECTOR RODNEY LINCOLN TO TRAVEL TO MDOT 401 NORTH WEST STREET JACKSON, MS 39209 TO ATTEND A MISSISSIPPI AIRPORT ASSOCIATION BOARD OF DIRECTORS MEETING ON NOVEMBER 20, 2019

B. COMMUNITY DEVELOPMENT DEPARTMENT

1. CODE ENFORCEMENT

a. CONSIDERATION OF CALLING FOR A PUBLIC HEARING ON DECEMBER 17, 2019, UNDER MISS. CODE ANN. § 21-19-11 TO DETERMINE WHETHER THE BUILDING(S)

LOCATED AT 100 DR. MARTIN LUTHER KING JR. DRIVE WITH THE PARCEL NUMBER 118P-00-149.00 IS A MENACE TO THE PUBLIC HEALTH, SAFETY, AND WELFARE OF THE COMMUNITY.

2. PLANNING

- a. DISCUSSION AND CONSIDERATION OF VARIANCE REQUEST VA 19-13, A REQUEST BY JACKSON CONSTRUCTION FOR A VARIANCE FROM FRONT SETBACK REQUIREMENTS FOR LOTS 308-314 ON TALAMORE LANE AND LOTS 301-307 ON LAMBERTON LANE IN PHASE 9 OF HUNTINGTON PARK SUBDIVISION IN AN R-4 ZONING DISTRICT WITH THE PROPERTY # 105 -15-003.04.
- b. DISCUSSION AND CONSIDERATION OF FP 19-10 REQUEST FOR FINAL PLAT APPROVAL FOR SUBDIVIDING A +/- 5.1-ACRE PARCEL INTO 28 LOTS LOCATED AT THE SOUTHEAST CORNER OF THE INTERSECTION OF BENT BROOK LANE AND YELLOW JACKET DRIVE IN AN R-3A ZONE WITH THE PARCEL NUMBER 102H-00-043.00.
- c. CONSIDER AUTHORIZING EXECUTION OF A SUBSCRIPTION SERVICES AGREEMENT WITH MYGOV, LLC, AN OKLAHOMA CORPORATION.

C. COURTS

THERE ARE NO ITEMS FOR THIS AGENDA

D. ENGINEERING

THERE ARE NO ITEMS FOR THIS AGENDA

E. FINANCE AND ADMINISTRATION

1. REQUEST APPROVAL OF THE CITY OF STARKVILLE CLAIMS DOCKET FOR ALL DEPARTMENTS INCLUDING STARKVILLE UTILITIES AS OF NOVEMBER 12, 2019 FOR FISCAL YEAR ENDING 9/30/20, 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. ACCEPTANCE OF THE OCTOBER 2019 FINANCIAL STATEMENTS.

F. FIRE DEPARTMENT

1. REQUEST PERMISSION FOR CHIEF CHARLES YARBROUGH TO ATTEND THE 2020 MID-WINTER MISSISSIPPI FIRE CHIEFS CONFERENCE IN RIDGELAND, MS ON JANUARY 21 – 23, 2020 AT AN APPROXIMATE COST OF \$750.00.

G. HUMAN RESOURCES

1. REQUEST AUTHORIZATION TO HIRE RAKITA ROBINSON AS A CUSTODIAN IN THE STARKVILLE PARK AND RECREATION DEPARTMENT.
2. REQUEST AUTHORIZATION TO HIRE CARLOS NEELY AS A FIELD MAINTENANCE WORKER IN THE STARKVILLE PARKS & RECREATION DEPARTMENT.

3. REQUEST APPROVAL OF THE MISSISSIPPI PARTNERSHIP GATEWAY YOUTH PROGRAM WORK EXPERIENCE WORKSITE AGREEMENT THROUGH EAST MISSISSIPPI COMMUNITY COLLEGE (EMCC) AND AUTHORIZATION TO PARTICIPATE IN THIS PROGRAM.
4. REQUEST AUTHORIZATION TO ADVERTISE FOR A DRIVER IN THE SANITATION/ENVIRONMENTAL SERVICES DEPARTMENT.

H. INFORMATION TECHNOLOGY

THERE ARE NO ITEMS FOR THIS AGENDA

I. PARKS

1. CONSIDERATION OF APPROVAL TO ADVERTISE A (RFP) REQUEST FOR PROPOSALS FOR A BICYCLE AND PEDESTRIAN MASTER PLAN FOR THE CITY OF STARKVILLE AS REQUIRED IN THE 10-MINUTE WALK GRANT.

J. POLICE DEPARTMENT

1. CONSIDERATION FOR CAPTAIN MARK BALLARD TO ATTEND THE MS ASSOCIATION OF CHIEFS OF POLICE, 2020 NEW CHIEF OF POLICE ORIENTATION, FROM JANUARY 13TH–17TH IN RIDGELAND, MS.
2. CONSIDERATION OF APPROVAL OF THE INTERGOVERNMENTAL SALE AND TRANSFER OF A 2012 DODGE CHARGER AND A 2014 DODGE CHARGER TO BE USED AS POLICE VEHICLES IN THE TOTAL AMOUNT OF \$14,000.00 FROM THE TOWN OF ACKERMAN POLICE DEPT. PURSUANT TO MISS. CODE ANN. 31-7-13(M)(VI).

K. SANITATION DEPARTMENT

THERE ARE NO ITEMS FOR THIS AGENDA

L. UTILITIES DEPARTMENT

1. CONSIDERATION OF GRANTING OF A PERMANENT EASEMENT AND RIGHT-OF-WAY TO TENNESSEE VALLEY AUTHORITY FOR THE 161KV TRANSMISSION LINE.
2. REQUEST AUTHORIZATION PURSUANT TO MISS. CODE ANN. §§ 21-17-1 AND 43-37-3 TO PURCHASE A 10-ACRE PARCEL OF LAND LOCATED SOUTH OF THE WASTEWATER TREATMENT PLANT AT THE END OF SAND ROAD IN THE AMOUNT OF \$40,000.00 (\$20,000.00 LAND AND \$20,000.00 TIMBER) FROM DESSIE R. HINES.

XII. CLOSED DETERMINATION SESSION

XIII. OPEN SESSION

XIV. EXECUTIVE SESSION

PERSONNEL

PENDING LITIGATION

XV. OPEN SESSION

**XVI. ADJOURN UNTIL DECEMBER 3, 2019@ 5:30 IN THE COURT ROOM AT
110 WEST MAIN STREET.**

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

Consent items 2 – 20:

2. CONSIDERATION OF THE MINUTES OF THE OCTOBER 15, 2019 MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE, MS.

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, and adopted by the Board to approve the November 19, 2019 Official Agenda, and to accept items for consent, whereby the “approval of the minutes of the October 15, 2019 Recess 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 THE MINUTES OF THE NOVEMBER 1, 2019 WORK SESSION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE.

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, and adopted by the Board to approve the November 19, 2019 Official Agenda, and to accept items for consent, whereby the “approval of the minutes of the November 1, 2019 Work Session of the Mayor and Board of Aldermen of the City of Starkville, MS” is enumerated, this consent item is thereby approved.

4. CONSIDERATION OF THE MINUTES OF THE NOVEMBER 12, 2019 PUBLIC HEARING ON THE ROUNDHOUSE SEWER PROJECT.

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, and adopted by the Board to approve the November 19, 2019 Official Agenda, and to accept items for consent, whereby the “approval of the minutes of the November 12, 2019 Public Hearing on the Roundhouse Sewer Project” is enumerated, this consent item is thereby approved.

5. CONSIDERATION OF ACKNOWLEDGING THE RECEIPT OF THE AD HOC RECYCLING COMMITTEE’S RECOMMENDATIONS.

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, and adopted by the Board to approve the November 19, 2019 Official Agenda, and to accept items for consent, whereby the “acknowledgement of the receipt of the Ad Hoc Recycling Committee’s recommendations” is enumerated, this consent item is thereby approved.

**FINAL RECOMMENDATIONS OF
THE AD HOC RECYCLING COMMITTEE
CITY OF STARKVILLE, MISSISSIPPI
NOV. 19, 2019**

Summary

The Starkville Board of Aldermen formed the Ad Hoc Recycling Committee earlier in this year and tasked the seven-member group to explore opportunities that will improve recycling for residents. The Committee, after meeting throughout the spring, summer, and fall, makes the following recommendations:

- Improve education and communication efforts.
- Develop and utilize local partnerships.
- Reduce barriers to recycling.

In addition, the Committee recommends pursuing grant opportunities to help subsidize future costs associated with infrastructure upkeep, labor, materials processing, and outreach/education initiatives. The City should work with local partners and civic groups to identify and apply for existing and emerging grants.

Education and Communication

Effective outreach is tantamount to a quality recycling program as is an efficient collection effort. Numerous opportunities exist for the City to establish new educational initiatives and improve external communication efforts.

Education and Outreach

Continuous education and re-education efforts will ensure the City maintains a connection to its customer base and keeps subscribers up to date on the latest policies involving recycling. To effectively communicate to the general public and its specific recycling subscribers, the City should:

- Reinstatement a \$5,000 line item for educational efforts and use these monies to fund a freelance graphic design project for digital and print engagement.
 - This one-time expenditure would provide mixed media (handouts, stickers, digital artwork, branding, etc.) that can be used for future engagement and be available to City staff and external partners.
- Utilize City staff (mayor, department heads, social media managers/interns, etc.) to publish recycling information more often to Facebook, Twitter, and Instagram.
 - Develop the City's own narratives (how recycled materials are converted, where recycling goes, the benefits of recycling, etc.) to inform current and potential customers.

Website

The easiest way the City can improve its recycling-specific communication is by publishing minor updates to the sanitation page of its website or to a newly created, recycling-specific page. The City should:

- Include links to civic partners involved in recycling efforts and organizations that take in recyclables the city might not collect.
 - Post a calendar of recycling events.
- Add digital guides—a downloadable PDF created from the freelance educational campaign, for example—that include visual examples of what currently can and cannot be recycled.
- Allow online recycling sign-ups for potential customers.

Local Partnerships

Numerous local partnerships can be developed to help the City amplify its outreach and connect residents to additional recycling opportunities not covered by Starkville's program. The City should:

- Work with existing partners and local media by supplying digital graphics, physical handouts, and other information for free and in-kind dissemination.
 - Organizations, including the Greater Starkville Development Partnership, are willing to distribute these materials with move-in packets and at re-location fairs.
 - Both local newspapers (*Starkville Daily News* and *Commercial Dispatch*) have pledged to run free announcements and educational packages as feasible.
- Promote other recycling events that do not overlap the City's own recycling program, including hazardous materials and electronic waste collections.

Reduce Barriers

By providing easier access to its recycling program, the City will grow its customer base, increase revenues, and make Starkville an environmentally friendly municipality. The City should:

- Allow online recycling sign-ups for potential customers.
- Provide more in-person recycling sign-up and bin pick-up locations for interested customers (City Hall, the Sportsplex, the GSDP, fire stations, etc.).
- Work with local sustainability and volunteer groups to establish a recycling bin drop-off program or marry the effort with free garbage bag distributions.

- Target large events (Cotton District Arts Festival, Starkville Community Market, etc.) for recycling drives and make resources available for dissemination and distribution.

Appendix: Potential Partners, Organizations, and Other Recycling Efforts

- Commercial Dispatch: information dissemination pimes@cdispach.com
- Drug-Take-Back Day: <https://www.getsmartaboutdrugs.gov/content/national-take-back-day>
- Greater Starkville Development Partnership: information dissemination
- Food pantries: <https://www.foodpantries.org/ci/ms-starkville>
- Kroger: plastic bags <http://sustainability.kroger.com/planet-zero-waste.html>
- Local real estate agencies: information dissemination
- Lowe's: rechargeable batteries, fluorescent light bulbs of any size, plant containers, string Christmas lights <https://newsroom.lowes.com/fresh-thinking/3-easy-ways-help-recycle-rechargeable-batteries/>
- Motor oil: local oil-change businesses
- MSU Students for a Sustainable Campus: volunteers and dissemination <https://msstate.campuslabs.com/engage/organization/students-for-a-sustainable-campus>
- Oktibbeha County Humane Society: aluminum cans, used sheets, towels <https://www.ochsms.org/recycle/>
- Palmer Home: used consumer goods <https://palmerhome.org/opportunities/thrift-stores/>
- Starkville Daily News: information dissemination editor@starkvilledailynews.com
- Household Hazardous Waste Day: <https://cityofstarkville.org/DocumentCenter/View/2587/HOUSEHOLD-HAZARDOUS-WASTE?bidId=>
- UPS Store: packing materials <https://locations.theupsstore.com/ms/starkville>

6. CONSIDERATION OF APPROVAL OF THE HIGH WING AVIATION, LLC AVIATION FLIGHT TRAINING AGREEMENT AT GEORGE M. BRYAN FIELD, STARKVILLE MS, FOR ONE YEAR.

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, and adopted by the Board to approve the November 19, 2019 Official Agenda, and to accept items for consent, whereby the “approval of the High Wing Aviation, LLC Flight Training Lease Agreement at George M. Bryan Field, Starkville MS, for One Year” is enumerated, this consent item is thereby approved.

STARKVILLE/OKTIBBEHA COUNTY AIRPORT
GEORGE M. BRYAN FIELD
High Wing Aviation, LLC
Flight Training Lease Agreement

This agreement is entered into this the 1st day of November, 2019 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 High Wing Aviation, LLC (“Lessee”), for Flight Training Operations.

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 space in Building A, FBO Hangar Building. Lessee agrees to pay Lessor on or before the tenth (10th) of each month the sum of \$75.00 per month for the designated leased office space “B”. 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 November 1, 2019, and terminating on October 30, 2020 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, judgments, 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 Director, nor Airport Operations 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: D Lynn Spruill (Print Name)
Its: Mayor, City of Starkville, MS

High Wing Aviation, LLC ("Lessee")

By: _____ (Print Name)
Its: _____

7. CONSIDERATION FOR AIRPORT DIRECTOR RODNEY LINCOLN TO TRAVEL TO MDOT 401 NORTH WEST STREET JACKSON, MS 39209 TO ATTEND A MISSISSIPPI AIRPORT ASSOCIATION BOARD OF DIRECTORS MEETING ON NOVEMBER 20, 2019.

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, and adopted by the Board to approve the November 19, 2019 Official Agenda, and to accept items for consent, whereby the “approval for Airport Director Rodney Lincoln to Travel to MDOT 401 North West Street Jackson, MS 39209 to Attend a Mississippi Airport Association Board of Directors Meeting on November 20, 2019” is enumerated, this consent item is thereby approved.

8. CONSIDERATION FOR CALLING FOR A PUBLIC HEARING ON DECEMBER 17, 2019, UNDER MISS. CODE ANN. § 21-19-11 TO DETERMINE WHETHER THE BUILDING(S) LOCATED AT 100 DR. MARTIN LUTHER KING JR. DRIVE WITH THE PARCEL NUMBER 118P-00-149.00 IS A MENACE TO THE PUBLIC HEALTH, SAFETY, AND WELFARE OF THE COMMUNITY.

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, and adopted by the Board to approve the November 19, 2019 Official Agenda, and to accept items for consent, whereby the “approval of calling for a Public Hearing on December 17, 2019, under Miss. Code Ann. § 21-19-11 to determine whether the building(s) located at 100 Dr. Martin Luther King Jr. Drive with the parcel number 118P-00-149.00 is a menace to the public health, safety, and welfare of the community” is enumerated, this consent item is thereby approved.

9. CONSIDERATION OF AUTHORIZING EXECUTION OF A SUBSCRIPTION SERVICES AGREEMENT WITH MYGOV, LLC, AN OKLAHOMA CORPORATION.

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, and adopted by the Board to approve the November 19, 2019 Official Agenda, and to accept items for consent, whereby the “approval of authorizing the execution of a Subscription Services Agreement with MyGov, LLC, replacing iWorq with MyGov permitting services in an amount not to exceed \$19,856 plus annual licensing renewal fees of \$16,800 thereafter” is enumerated, this consent item is thereby approved. (Agreement on following page)

10. CONSIDERATION OF THE ACCEPTANCE OF THE OCTOBER 2019 FINANCIAL STATEMENTS.

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, and adopted by the Board to approve the November 19, 2019 Official Agenda, and to accept items for consent, whereby the “acceptance of the October 2019 Financial Statements” is enumerated, this consent item is thereby approved.

11. CONSIDERATION FOR CHIEF CHARLES YARBROUGH TO ATTEND THE 2020 MID-WINTER MISSISSIPPI FIRE CHIEFS CONFERENCE IN RIDGELAND, MS ON JANUARY 21 – 23, 2020 AT AN APPROXIMATE COST OF \$750.00.

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, and adopted by the Board to approve the November 19, 2019 Official Agenda, and to accept items for consent, whereby the “approval for Chief Charles Yarbrough to attend the 2020 Mid-Winter Mississippi Fire Chiefs Conference in Ridgeland, MS on January 21 – 23, 2020 at an approximate cost of \$750.00” is enumerated, this consent item is thereby approved.

12. CONSIDERATION OF AUTHORIZATION TO HIRE RAKITA ROBINSON AS A CUSTODIAN IN THE STARKVILLE PARK AND RECREATION DEPARTMENT.

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, and adopted by the Board to approve the November 19, 2019 Official Agenda, and to accept items for consent, whereby the “approval to hire Rakita Robinson as a full time Custodian in the Starkville Park and Recreation Department” is enumerated, this consent item is thereby approved.

Subscription Services Agreement

This agreement is between MyGov, LLC, an Oklahoma corporation (**MyGov**), and the customer agreeing to these terms (**Customer**). It is dated as of the date MyGov signs below.

1. SOFTWARE-AS-A-SERVICE

This agreement provides Customer access to and usage of an Internet based software service as specified on a service order (**Service**). As part of using the Service, Customer may invite third parties (*example*, contractors, citizens, users) to use and access the Service. These third parties will be required to agree to the MyGov Terms of Service when they register with the Service.

2. USE OF SERVICE

2.1 Customer Owned Data. All data uploaded by Customer remains the property of Customer, as between MyGov and Customer (**Customer Data**). Customer grants MyGov the right to use the Customer Data solely for purposes of performing under this agreement. During the term of this agreement, Customer may export its Customer Data as allowed by functionality within the Service. Additional information regarding data exports is located at www.mygov.us/legal/security-information.

2.2 Contractor Access and Usage. Customer may allow its contractors to access the Services in compliance with the terms of this agreement, which access must be for the sole benefit of Customer. Customer is responsible for the compliance with this agreement by its contractors.

2.3 Customer Responsibilities. Customer (i) must keep its passwords secure and confidential; (ii) is solely responsible for Customer Data and all activity in its account in the Service; (iii) must use commercially reasonable efforts to prevent unauthorized access to its account, and notify MyGov promptly of any such unauthorized access; and (iv) may use the Service only in accordance with the Service's Online Help Desk and applicable law.

2.4 MyGov Support. MyGov must provide customer support for the Service under the terms of MyGov's Customer Support Policy (**Support**) which is located at www.mygov.us/support-policy and is incorporated into this agreement for all purposes.

2.5 Demo Use. If Customer has registered for a demo use of the Service or uses a demo service, Customer may access the Service for a limited time period. The Service is provided AS IS, with no warranty during this time period. All Customer data will be deleted after the demo period.

3. SERVICE LEVEL AGREEMENT & WARRANTY

3.1 Warranty. MyGov warrants to Customer: (i) that commercially reasonable efforts will be made to maintain the online availability of the Service for a minimum of availability in any given month as provided in the chart below (*excluding* maintenance windows, force majeure, and outages that result from any Customer or third party technology issues); (ii) the functionality or features of the Service may change but will not materially decrease during any paid term; and (iii) that the Support may change but will not materially degrade during any paid term.

Availability Warranty

98%

Credit

3% of monthly fee for each full hour of an outage (beyond the warranty)

* *Maximum amount of credit is 100% of the fee for such month.*

4. PAYMENT

Customer must pay all fees as specified on the service order, but if not specified then within 45 days of receipt of an invoice. Customer is responsible for the payment of all sales, use and other similar taxes. This agreement contemplates one or more orders for the Service, which orders are governed by the terms of this agreement.

5. MUTUAL CONFIDENTIALITY

5.1 Definition of Confidential Information. Confidential Information means all non-public information disclosed by a party (**Discloser**) to the other party (**Recipient**), whether orally or in writing, that is designated as confidential or that reasonably should be understood to be confidential given the nature of the information and the circumstances of disclosure (**Confidential Information**). MyGov's Confidential Information includes without limitation the Service (including without limitation the Service user interface design and layout, and pricing information).

5.2 Protection of Confidential Information. The Recipient must use the same degree of care that it uses to protect the confidentiality of its own confidential information (but in no event less than reasonable care) not to disclose or use any Confidential Information of the Discloser for any purpose outside the scope of this agreement. The Recipient must make commercially reasonable efforts to limit access to Confidential Information of Discloser to those of its employees and contractors who need such access for purposes consistent with this agreement and who have signed confidentiality agreements with Recipient no less restrictive than the confidentiality terms of this agreement.

5.3 Exclusions. Confidential Information *excludes* information that: (i) is or becomes generally known to the public without breach of any obligation owed to Discloser, (ii) was known to the Recipient prior to its disclosure by the Discloser without breach of any obligation owed to the Discloser, (iii) is received from a third party without breach of any obligation owed to Discloser, or (iv) was independently developed by the Recipient without use or access to the Confidential Information. The Recipient may disclose Confidential Information to the extent required by law or court order, but will provide Discloser with advance notice to seek a protective order.

6. MYGOV PROPERTY

6.1 Reservation of Rights. The software, workflow processes, user interface, designs, know-how, and other technologies provided by MyGov as part of the Service are the proprietary property of MyGov and its licensors, and all right, title and interest in and to such items, including all associated intellectual property rights, remain only with MyGov. Customer may not remove or modify any proprietary marking or restrictive legends in the Service. MyGov reserves all rights unless expressly granted in this agreement.

6.2 Restrictions. Customer *may not* (i) sell, resell, rent or lease the Service or use it in a service provider capacity; (ii) use the Service to store or transmit infringing, unsolicited marketing emails, libelous, or otherwise objectionable, unlawful or tortious material, or to store or transmit material in violation of third-party rights; (iii) interfere with or disrupt the integrity or performance of the Service; (iv) attempt to gain unauthorized access to the Service or their related systems or networks; (v) reverse engineer the Service; or (vi) access the Service to build a competitive service or product, or copy any feature, function or graphic for competitive purposes.

7. TERM AND TERMINATION

7.1 Term. This agreement continues for one year from the activation date as defined on the service order. Thereafter, the agreement renews for additional 1 year periods unless either

party provides the other with written (including email) notice of non-renewal at least 30 days prior to the renewal date.

7.2 Mutual Termination for Material Breach. If either party is in material breach of this agreement, the other party may terminate this agreement at the end of a written 30-day notice/cure period, if the breach has not been cured.

7.3 Temporary Suspension. MyGov may temporarily suspend access to the Service if amounts past due are not paid within 10 days of notice from MyGov. This notice may be sent via email.

7.4 Return of Customer Data.

- *Upon termination*, MyGov will provide a backup of the data in its native database format to the Customer as provided in Section 2.1 and will retain the data for an additional 30 days past the termination date.
- *After such 30-day period*, MyGov has no obligation to maintain the Customer Data and may destroy it.

7.5 Return MyGov Property Upon Termination. Upon termination of this agreement for any reason, Customer must pay MyGov for any unpaid amounts, and destroy or return all property of MyGov. Upon MyGov's request, Customer will confirm in writing its compliance with this destruction or return requirement.

7.6 Suspension for Violations of Law. MyGov may temporarily suspend the Service or remove the applicable Customer Data, or both, if it in good faith believes that, as part of using the Service, Customer has violated a law. MyGov will attempt to contact Customer in advance.

8. EXTERNAL SERVICES

MyGov may enable access to Customer's and/or third-party services and websites (collectively and individually, "External Services"). Customer agrees to use the External Services at their sole risk. MyGov is not responsible for examining or evaluating the content or accuracy of any third-party External Services, and shall not be liable for any such third-party External Services. Customer will not use the External Services in any manner that is inconsistent with the terms of this agreement or that infringes the intellectual property rights of MyGov or any third party. To the extent the Customer chooses to use such External Services, the Customer is solely responsible for compliance with any applicable laws. MyGov reserves the right to change, suspend, remove, disable or impose access restrictions or limits on any External Services at any time without notice or liability to the Customer.

9. GOVERNING LAW AND FORUM

This agreement is governed by the laws of the State where Customer is located (without regard to conflicts of law principles) for any dispute between the parties or relating in any way to the subject matter of this agreement. Nothing in this agreement prevents either party from seeking injunctive relief in a court of competent jurisdiction. The prevailing party in any litigation is entitled to recover its attorneys' fees and costs from the other party.

10. STATUTORY EXCEPTIONS FOR PUBLIC INSTITUTIONS

If the Customer is a qualified public educational or government institution and any part of this Agreement, such as, by way of example, all or part of the Indemnity or Governing Law section, is invalid or unenforceable against the Customer because of applicable local, national, state or federal law, then that portion shall be deemed invalid or unenforceable, as the case may be, and instead construed in a manner most consistent with applicable governing law.

11. OTHER TERMS

11.1 Entire Agreement and Changes. This agreement and the service order constitute the entire agreement between the parties and supersede any prior or contemporaneous negotiations or agreements, whether oral or written, related to this subject matter. Customer is not relying on any representation concerning this subject matter, oral or written, not included in this agreement. No representation, promise or inducement not included in this agreement is binding. No modification of this agreement is effective unless both parties sign it, and no waiver is effective unless the party waiving the right signs a waiver in writing.

11.2 No Assignment. Neither party may assign or transfer this agreement or a service order to a third party, except that this agreement with all service orders may be assigned, without the consent of the other party, as part of a merger, or sale of substantially all the assets, of a party.

11.3 Independent Contractors. The parties are independent contractors with respect to each other.

11.4 Enforceability and Force Majeure. If any term of this agreement is invalid or unenforceable, the other terms remain in effect. Except for the payment of monies, neither party is liable for events beyond its reasonable control, including, without limitation force majeure events.

11.5 Money Damages Insufficient. Any breach by a party of this agreement or violation of the other party's intellectual property rights could cause irreparable injury or harm to the other party. The other party may seek a court order to stop any breach or avoid any future breach.

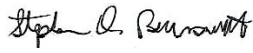
11.6 No Additional Terms. MyGov rejects additional or conflicting terms of any Customer form-purchasing document.

11.7 Order of Precedence. If there is an inconsistency between this agreement and a service order, the service order prevails.

11.8 Survival of Terms. Any terms that by their nature survive termination of this agreement, for a party to assert its rights and receive the protections of this agreement, will survive.

12. SIGNATURES

MyGov and the Customer endorses and enacts this Subscription Services Agreement by signing below:

City of Starkville, MS (Customer)	MyGov, LLC (MyGov)
Signature:	Signature: 
Printed Name:	Printed Name: Stephen Burnsworth
Title:	Title: Project Manager
Date:	Date: 11/12/2019
Address:	Address: P.O. Box 5861 Norman, OK 73070

13. CONSIDERATION OF AUTHORIZATION TO HIRE CARLOS NEELY AS A FIELD MAINTENANCE WORKER IN THE STARKVILLE PARKS & RECREATION DEPARTMENT.

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, and adopted by the Board to approve the November 19, 2019 Official Agenda, and to accept items for consent, whereby the “approval to hire Carlos Neely as a full time Field Maintenance Worker in the Starkville Parks & Recreation Department” is enumerated, this consent item is thereby approved.

14. CONSIDERATION OF APPROVAL OF THE MISSISSIPPI PARTNERSHIP GATEWAY YOUTH PROGRAM WORK EXPERIENCE WORKSITE AGREEMENT THROUGH EAST MISSISSIPPI COMMUNITY COLLEGE (EMCC) AND AUTHORIZATION TO PARTICIPATE IN THIS PROGRAM.

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, and adopted by the Board to approve the November 19, 2019 Official Agenda, and to accept items for consent, whereby the “approval of the Mississippi Partnership Gateway Youth Program Work Experience Worksite Agreement through East Mississippi Community College (EMCC) and authorization to participate in this program at no cost to the City” is enumerated, this consent item is thereby approved. (Agreement on following page)

15. CONSIDERATION TO ADVERTISE FOR A DRIVER IN THE SANITATION/ENVIRONMENTAL SERVICES DEPARTMENT.

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, and adopted by the Board to approve the November 19, 2019 Official Agenda, and to accept items for consent, whereby the “approval to advertise for a driver in the Sanitation / Environmental Services Department” is enumerated, this consent item is thereby approved.

16. REQUEST APPROVAL TO ADVERTISE A REQUEST FOR PROPOSALS (RFP) FOR A BICYCLE AND PEDESTRIAN MASTER PLAN FOR THE CITY OF STARKVILLE AS REQUIRED IN THE 10-MINUTE WALK GRANT.

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, and adopted by the Board to approve the November 19, 2019 Official Agenda, and to accept items for consent, whereby the “approval to advertise a Request For Proposals for a Bicycle and Pedestrian Master Plan for the City of Starkville as required in the 10-Minute Walk Grant” is enumerated, this consent item is thereby approved.

17. REQUEST AUTHORIZATION FOR CAPTAIN MARK BALLARD TO ATTEND THE MS ASSOCIATION OF CHIEFS OF POLICE, 2020 NEW CHIEF OF POLICE ORIENTATION, FROM JANUARY 13TH–17TH IN RIDGELAND, MS.

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, and adopted by the Board to approve the November 19, 2019 Official Agenda, and to accept items for consent, whereby the “approval for Captain Mark Ballard to attend the MS Association of Chiefs of Police, 2020 New Chief of Police Orientation, from January 13th–17th in Ridgeland, MS with costs to be reimbursed by the State after completion of the training” is enumerated, this consent item is thereby approved.

**The Mississippi Partnership
Gateway Youth Program
Work Experience
Worksite Agreement**

This worksite agreement is between EMCC, the WIOA youth program provider (an agent of the Mississippi Partnership Local Workforce Development Area) and City of Starkville, the worksite employer. The purpose of this agreement is to set forth the guidelines to provide WIOA eligible youth with basic work skills in order that the youth will be better able to compete for available jobs in the local labor market.

Section I. – Regulations for City of Starkville (Worksite Employer)

1. Sufficient work must be available to occupy the youth.
2. The worksite will have enough equipment and/or materials to perform the tasks assigned to each enrollee.
3. The worksite will comply with the regulations of the Workforce Innovation and Opportunity Act, The Mississippi Partnership, and/or EMCC.
4. Working conditions are sanitary and safe, and each enrollee will work in a safe manner.
5. No enrollee shall, on the grounds of race, color, religion, sex, national origin, disability, or political affiliation or belief, be discriminated against or denied employment as a participant.
6. Enrollee will be utilized only in the agreed upon job(s).
7. Regulations regarding Child Labor Laws must be followed.
8. Enrollees may not be employed on construction jobs or operation or maintenance of a facility that is used for religious instruction or worship.
9. The Employer will notify the youth provider if an enrollee quits or fails to report to work for two consecutive days.
10. Enrollees should be treated as regular employees. The Worksite Supervisor may not dismiss an enrollee from the program, but may request that EMCC remove an enrollee from the worksite. If a Worksite Supervisor does request that an enrollee be removed, EMCC cannot guarantee that another enrollee will be available to fill the vacancy.

If a problem with an enrollee arises, the problem should be immediately reported to EMCC. The problem will be solved or the enrollee will be reassigned to another worksite. If the situation warrants, the enrollee will be terminated from the work experience component of the youth program.
11. If the enrollees are working at several sites other than this worksite agency's main office, a sign-out procedure to show exactly where the enrollees are working must be kept at all times.
12. Supervision by a competent adult will be provided by the work site agency and will not exceed the 1:5 supervision ratio. Each supervisor should receive a copy of the Worksite Supervisor Orientation Manual and read and be familiar with its contents.
13. The worksite agency will complete the enrollee's time and attendance report and submit it to the youth provider in a timely manner. Unexcused absences should be noted on the time/attendance form and reported to the youth provider for action. Excessive unexcused absences could result in dismissal from the program.

7. Job Titles & Maximum # of Enrollees per Job: 5

Section IV. Conflict of Interest

The WIOA Work Experience Program is subject to the Mississippi Partnership Conflict of Interest Policy which ensures that representatives of organizations entrusted with public funds do not personally profit. Employers that have an employee currently serve on the Mississippi Partnership Local Workforce Development Board are not eligible to participate in the internship program. This prohibition applies while the employee serves on the board and for one year after the Board member's term expires.

Section V. Effective Date

This worksite employer and the youth provider will adhere to the above criteria and all guidelines of the Rules and Regulations governing the work experience element of the WIOA youth program. This agreement shall become effective _____, and shall remain in effect until all enrollees have completed the work experience or when terminated by one of the two parties. Enrollees may begin work experience under this agreement until June 30, 2020.

Signature for Worksite Employer	Title	Date
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Signature for Youth Provider	Title	Date
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Attachment List of Participants, Job Titles, and Immediate Supervisors

18. REQUEST APPROVAL OF THE INTERGOVERNMENTAL SALE AND TRANSFER OF A 2012 DODGE CHARGER AND A 2014 DODGE CHARGER TO BE USED AS POLICE VEHICLES IN THE TOTAL AMOUNT OF \$14,000.00 FROM THE TOWN OF ACKERMAN POLICE DEPT. PURSUANT TO MISS. CODE ANN. 31-7-13(M)(VI).

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, and adopted by the Board to approve the November 19, 2019 Official Agenda, and to accept items for consent, whereby the “approval of the intergovernmental sale and transfer of a 2012 Dodge Charger and a 2014 Dodge Charger to be used as police vehicles in the total amount of \$14,000.00 from the Town of Ackerman Police Dept. pursuant to Miss. Code Ann. 31-7-13(m)(vi)” is enumerated, this consent item is thereby approved.

19. REQUEST AUTHORIZATION OF GRANTING OF A PERMANENT EASEMENT AND RIGHT-OF-WAY TO TENNESSEE VALLEY AUTHORITY FOR THE 161KV TRANSMISSION LINE.

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, and adopted by the Board to approve the November 19, 2019 Official Agenda, and to accept items for consent, whereby the “approval of granting a permanent easement and right-of-way to Tennessee Valley Authority for the 161KV transmission line” is enumerated, this consent item is thereby approved. (Easement on following page)

20. REQUEST AUTHORIZATION PURSUANT TO MISS. CODE ANN. §§ 21-17-1 AND 43-37-3 TO PURCHASE A 10-ACRE PARCEL OF LAND LOCATED SOUTH OF THE WASTEWATER TREATMENT PLANT AT THE END OF SAND ROAD IN THE AMOUNT OF \$40,000.00 (\$20,000.00 LAND AND \$20,000.00 TIMBER) FROM DESSIE R. HINES.

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, and adopted by the Board to approve the November 19, 2019 Official Agenda, and to accept items for consent, whereby the “approval to purchase the 10-acre parcel of land located south of the Wastewater Treatment Plant at the end of Sand Road in the amount of \$40,000 (\$20,000 land and \$20,000 timber) from Dessie R. Hines” is enumerated, this consent item is thereby approved.

DOCUMENT TYPE: GRANT OF TRANSMISSION LINE EASEMENT

Prepared by and return to:

Tennessee Valley Authority
1101 Market Street, BR 4B
Chattanooga, Tennessee 37402-2801
1-888-817-5201

TVA Tract No. SPHTB-76

GRANTOR INFO: The name(s) and address of the legal owner(s) are:

OWNER(S):	Starkville Electric Department 200 N. Lafayette Street Starkville, Mississippi 39759 Telephone: 662-418-9445	(See D.B. 2015, page 7892)
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GRANTEE INFO: The name and address of the owner of the herein described easement are:

EASEMENT OWNER:	United States of America Tennessee Valley Authority 1101 Market Street, BR 4B Chattanooga, Tennessee 37402-2801 Telephone: 1-888-817-5201	[Tax Exempt Mississippi Code §27-37-301]
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INDEXING INSTRUCTIONS: Sec. 10, T18N, R14E

GRANT OF TRANSMISSION LINE EASEMENT

FOR AND IN CONSIDERATION of the sum of TEN AND NO/100 DOLLARS (\$10.00), and other good and valuable consideration, cash in hand paid, receipt whereof is hereby acknowledged, the undersigned,

STARKVILLE ELECTRIC DEPARTMENT, through the City of Starkville, MS,

(hereinafter sometimes referred to as "GRANTOR") has this day bargained and sold, and by these presents does hereby grant, bargain, sell, transfer, and convey unto the UNITED STATES OF AMERICA a permanent easement and right-of-way for the following purposes, namely: the perpetual right to enter at any time and from time to time and to erect, maintain, repair, rebuild, operate, and patrol lines of transmission line structures with sufficient wires and cables for electric power circuits and communication circuits, and all necessary appurtenances, including guy wires, in, on, over, and across said right-of-way, together with the perpetual right to clear said right-of-way and keep the same clear of structures (including but not limited to flagpoles, solar panels, buildings, signboards, billboards), trees, brush, stored personal property, and fire hazards, to destroy or otherwise dispose of such trees and brush; to prevent the drilling or sinking of wells within the right-of-way, and to remove, destroy, or otherwise dispose of any trees located beyond the limits of said right-of-way which in falling could come within five (5) feet of any transmission line structure or conductor; all over, upon, across, and under the land described in Exhibit A hereto attached and by this reference hereby incorporated in and made a part of this instrument as fully as if here written.

The previous and last conveyance of this property is deed of record in Deed Book 2015, page 7892, in the office of the Chancery Court Clerk of Oktibbeha County, Mississippi.

This easement is conveyed subject to existing easement rights owned by the United States of America.

TO HAVE AND TO HOLD the said easement and right-of-way to the UNITED STATES OF AMERICA and its assigns forever.

GRANTOR covenants with the said UNITED STATES OF AMERICA that it is lawfully seized and possessed of said real estate, has a good and lawful right to convey the easement rights hereinabove described, that said property is free of all encumbrances, and that it will forever warrant and defend the title thereto against the lawful claims of all persons whomsoever.

GRANTOR agrees that the payment of the purchase price above stated is accepted by it as full compensation for all damage caused by the exercise of any of the rights above described; except that the UNITED STATES OF AMERICA shall remain liable for any direct physical damage to the land and annual growing crops resulting from the operations of the construction and maintenance forces of its agents and employees in the erection and maintenance of or in exercising a right of ingress and egress to said transmission line structures.

GRANTOR, for itself, and its successors and assigns, covenants with the UNITED STATES OF AMERICA that no structures (including but not limited to flagpoles, solar panels, buildings, signboards, billboards) or fire hazards will be erected or maintained within the limits of the right-of-way, that the right-of-way will not be used for the storage of personal property, and that no well will be drilled or sunk within the right-of-way, and agrees that this shall be a real covenant which shall attach to and run with the land affected by the easement rights and shall be binding upon everyone who may hereafter come into ownership of said land, whether by purchase, devise, descent, or succession.

IN WITNESS WHEREOF, STARKVILLE ELECTRIC DEPARTMENT has caused this instrument to be executed by its duly authorized officer on this _____ day of _____, _____.

STARKVILLE ELECTRIC DEPARTMENT

By: _____

Title: _____

STATE OF _____)
COUNTY OF _____) SS

Personally appeared before me, the undersigned authority in and for the said county and state, on this _____ day of _____, _____, within my jurisdiction, the within named _____, who acknowledged that he/she is _____ of STARKVILLE ELECTRIC DEPARTMENT, a corporation, and that for and on behalf of the said corporation, and as its act and deed, he/she executed the above and foregoing instrument, after first having been duly authorized by said corporation so to do.

NOTARY PUBLIC

My Commission Expires: _____

EXHIBIT A

STARKVILLE - PHILADELPHIA 161KV
TRANSMISSION LINE
TAP TO BLUEFIELD EXTEND TO SOUTHWEST STARKVILLE

Starkville Electric Department

A strip of land located in Section 10, Township 18 North, Range 14 East, Oktibbeha County, Mississippi, as shown on sheet P5DB of US-TVA drawing LW-5579, revision 1, the said strip being 100 feet wide, lying 50 feet on each side of the centerline of the transmission line location, the centerline of the location and the end boundaries of the strip being more particularly described as follows:

Commence at a 1/2 inch rebar found at the north right-of-way line of Sand Road and the east line of Edna West et al; thence in an easterly direction with the north right-of-way line of Sand Road, 5 feet to a point on the centerline of the location at survey station 518+48.61, and on right-of-way line of Sand Road; thence with the centerline of the location N11°46'16"E, 835.69 feet to a point on the property line of Starkville Electric Department, and on the centerline of the location at station 526+84.3 and being the point of beginning.

The said strip being bounded on the south end by the said property line; thence with the centerline of the location N11°46'16"E, 317.58 feet to a point of intersection on the centerline of the location at station 530+01.88 having the state plane coordinates of North: 1431727.26 East: 986307.34; thence with the centerline of the location S89°54'43"W, 92.1 feet to a point of ending, and on the centerline of the location at station 530+93.98, the said strip being bounded on the west end by the point of ending, the ends of said strip are shortened or extended to said property lines.

The strip of land described above includes the centerline of the transmission line location for a net distance of 409.68 feet and containing 0.95 acre, more or less.

Furthermore, the permanent easement rights include the perpetual right to install, maintain, and replace guy wires and necessary appurtenances outside the right-of-way for the transmission line structures located at survey station 530+01.88.

The above described parcel of land is lying in the east 1/2 of Section 10, Township 18 North, Range 14 East, Oktibbeha County, Mississippi.

The coordinates, distances and directions of lines are referred to the Mississippi East Coordinate System, NAD83(2011) Horizontal Datum, NAVD88 (Geoid12A) Vertical Datum.

This description prepared from a survey by:
Tennessee Valley Authority
1101 Market Street, MR-4B
Chattanooga, Tennessee 37402-2801

RESOLUTION

BE IT RESOLVED THAT _____, who is the _____ of Starkville Electric Department, through the City of Starkville, MS, be authorized and directed to execute and deliver a Grant of Transmission Line Easement and all related documents to grant, sell, and convey to the United States of America a permanent easement and right-of-way as described in said grant and to receive payment therefor.

ATTESTATION

The foregoing resolution was, upon motion properly made, seconded, and adopted by the Board of Directors of Starkville Electric Department, at a meeting held on the _____ day of _____, _____, of record in Minute Book _____, page _____.

Date: _____

Secretary

Tract No. SPHTB-76
Short Code 0868965
Cost Class 32A

TVA RESTRICTED INFORMATION

CLOSING STATEMENT

Disposition of Purchase Price:

Total Purchase Price	<u>\$10,275.00</u>
Less	<u>\$</u>
Net Amount To Be Disbursed on This Transaction	<u>\$10,275.00</u>

List of Checks To Be Issued:

<u>Payee and Mailing Address</u>	<u>Amount</u>	<u>Interest</u>	<u>Check No.</u>	<u>Date Delivered</u>
<u>STARKVILLE ELECTRIC DEPARTMENT</u> <u>200 N. Lafayette Street</u> <u>Starkville, Mississippi 39759</u>	<u>\$10,275.00</u>	<u>100%</u>	<u></u>	<u></u>
Total Disbursement on This Transaction	<u>\$10,275.00</u>			

Prepared:

Dorothy Burks 7-19-19
Date

Interest
verified
by :

Jeffrey R. Moore 7/19/19
Attorney Date

You are required by law to provide the Tennessee Valley Authority with your correct taxpayer identification number. If you do not provide the Tennessee Valley Authority with your correct taxpayer identification number, you may be subject to civil or criminal penalties imposed by law. IRS Regulation § 1.6045-4(l)(1)(ii).

Certificate of Seller:

The undersigned, the seller under the instrument of even date herewith, certifies that the amount of \$10,275.00 is correct and that payment thereof has not heretofore been received; and the undersigned hereby acknowledges receipt of full settlement under said instrument in the manner above stated and authorizes the disbursement above shown. Also, under penalties of perjury, the undersigned certifies that the number shown below on this statement is the undersigned's correct taxpayer identification number. IRS Regulation § 1.6045-4(l)(1)(ii).

Signed this the _____ day of _____, _____

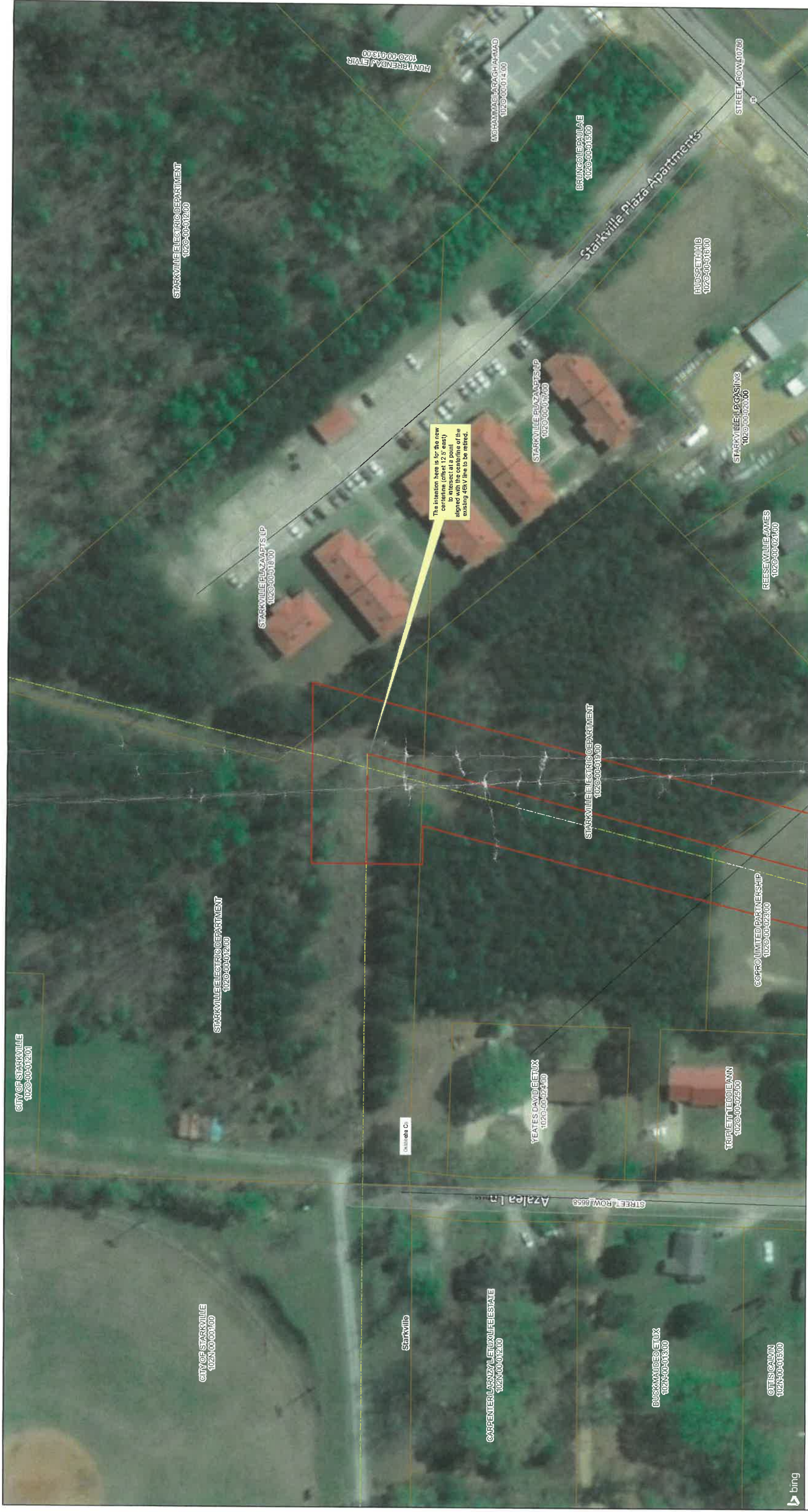
STARKVILLE ELECTRIC DEPARTMENT

By: _____

Taxpayer Identification Number

Title: _____

TVA RESTRICTED INFORMATION



The intention here is for the new centerline (offset 12.5' east) to intersect at a point aligned with the centerline of the existing 46kV line to be retired.



**Starkville-Sturgis
Tap To Bluefield
Extend to SW Starkville
Sheet 3 of 4
Detail at Bluefield Sub**

-  New Route
 Transmission Lines
 County Tax Parcels



ANNOUNCEMENTS AND COMMENTS:

MAYOR'S COMMENTS:

The Mayor and Aldermen recognized Chief Nichols on this, his last, Board meeting, for his service and leadership.

BOARD OF ALDERMEN COMMENTS:

CITIZEN COMMENTS:

Alvin Turner, Ward 7, thanked Police Captain Stewart and the Fire Chief for speaking to his senior citizen group recently on safety.

Jean Mohammadi-Aragh Irby, asked for City assistance in parking issues at her business on Eckford Drive. Customers and employees of a nearby restaurant are blocking her drive.

Myra Halbert, Co-Mayor of the Mayor's Youth Council thanked the Mayor and Board for their support and listed recent events of the group.

PUBLIC APPEARANCES: None

PUBLIC HEARINGS:

PUBLIC HEARING ON AMENDING THE TRANSIENT VENDOR ORDINANCE TO ADHERE TO FIRE CODE REQUIREMENTS FOR MOBILE FOOD PREPARATION VEHICLES.

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

There being no comments, the Mayor closed the public hearing.

21. REQUEST AUTHORIZATION OF VARIANCE REQUEST VA 19-13, A REQUEST BY JACKSON CONSTRUCTION FOR A VARIANCE FROM FRONT SETBACK REQUIREMENTS FOR LOTS 308-314 ON TALAMORE LANE AND LOTS 301-307 ON LAMBERTON LANE IN PHASE 9 OF HUNTINGTON PARK SUBDIVISION IN AN R-4 ZONING DISTRICT WITH THE PROPERTY # 105 -15-003.04.

City Planner Daniel Havelin presented the variance request VA 19-13, a request by Jackson Construction for a variance from front setback requirements for lots 308-314 on Talamore Lane and lots 301-307 on Lamberton Lane in Phase 9 of Huntington Park Subdivision in an R-4 zoning district with the property # 105 -15-003.04. The applicant is requesting a variance from front setback requirements for several lots. The applicant is currently working on Phase 9 of Huntington Park subdivisions. This phase is unique from the other phases in that there will be a large open common area in the center. The common area will be a park that is also used for stormwater detention. Lots 308-314 on Talamore Lane and lots 301-307 on Lamberton Lane front the common area and are accessed by a rear alley. The applicant is requesting relief from the front setback requirements to move the houses closer to the common area.

Alderman Little, duly seconded by Alderman Vaughn, offered a motion to approve VA 19-13.
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 Hamp Beatty	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.

22. CONSIDERATION OF FP 19-10 REQUEST FOR FINAL PLAT APPROVAL FOR SUBDIVIDING A +/- 5.1-ACRE PARCEL INTO 28 LOTS LOCATED AT THE SOUTHEAST CORNER OF THE INTERSECTION OF BENT BROOK LANE AND YELLOW JACKET DRIVE IN AN R-3A ZONE WITH THE PARCEL NUMBER 102H-00-043.00.

City Planner Daniel Havelin presented the request by Jay Fowler on behalf of Magnolias at Bent Brook LLC for Final Plat approval for subdividing a +/- 5.1 acre parcel into 28 lots. The proposed subdivision is named "Magnolias at Bent Brook". The proposed subdivision is located in an R-3A zoning district at the southeast corner of the intersection of Bent Brook Ridge Street" and Yellow Jacket Drive.

Alderman Walker, duly seconded by Alderman Little, offered a motion to approve FP 19-10: a request for Final Plat approval for "Magnolias at Bent Brook" with the following sixteen conditions. 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 Hamp Beatty	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.

Conditions:

1. The final 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 final plat shall meet the minimum requirements for R-3A zone dimensions.
3. All public utilities are currently in place and meet requirements as verified by the owner and engineer of record.
4. Sidewalk construction shall conform to the City's Sidewalk Ordinance and ADA standards.
5. The applicant shall provide adequate and satisfactory test reports for roadways, curbs and all drainage structures and facilities.
6. The covenants shall include provisions for the maintenance of common areas/stormwater management and the City Attorney's standard hold-harmless indemnification clause.
7. A bond or surety in the amount of 150% of the current cost of the proposed sidewalk and any other infrastructure improvements shall be provided prior to final acceptance of the Final Plat.
8. Financial assurance for the cost of the final layer of asphalt shall be determined by and provided to the City Engineer prior to approval by the Mayor and Board of Aldermen.
9. The roadways shall not be accepted by the City until at least 85% of all lots located on have been developed and received Certificates of Occupancy. The performance agreement shall remain in effect until such time.
10. The applicant shall execute the standard performance agreement ("developer contract") for the financial guarantee of the completion of the final requirements for acceptance of the streets and utilities and the Board of Aldermen shall authorize the Mayor to execute same.
11. The applicant shall provide two paper copies of the recorded plat to the City, along with a digital copy in "AutoCAD" format in standard state plane coordinates.
12. 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 design professional, guaranteeing accuracy.
13. The final plat shall be recorded at the Office of the Oktibbeha County Chancery Clerk within thirty (30) days of the approval by the Mayor and Board of Aldermen and one (1) copy of the filed plat returned to the City.

14. Before a certificate of occupancy can be issued for any lot, a landscape buffer must be installed on the east side of the subdivision adjacent to pleasant acres per Sec. 112-33. The Type B buffer is required.
15. Before final acceptance occurs, the following site construction items shall be completed:
 - a. Area between the back of curb and the back of the sidewalk should be fully graded to that similar of the proposed sidewalk grade.
 - b. The vertical drop on the south end of Lots 7 & 8 needs to be sloped and stabilized or a wall installed prior to a Certificate of Occupancy for lots 7 and 8. The construction plans show grading.
 - c. All sidewalks in front of open space and tie ins to the south need to be installed. The sidewalks in front of each lot can be bonded until construction on each individual lot is complete.
 - d. All sidewalks along Yellow Jacket Drive need to be completed prior to January 31, 2020 and a bond posted to the City.
 - e. Keyways will be required at the cul-de-sac at the time of final surface installation.
 - f. The entire site shall be graded and stabilized.
 - g. Crosswalk shall be installed.
 - h. All measures for erosion control shall be installed.
16. Before final acceptance occurs, the following items shall be completed:
 - a. Add area for a notary to sign in the "Certificate of Mortgage Holder" on the Final Plat.
 - b. Add a "Certificate of Engineering Accuracy" to the Final Plat.
 - c. Provide covenants to City Staff for review and acceptance.
 - d. Change the road name, as shown on the Final Plat, for the existing street to "Bent Brook Ridge Street".
 - e. The private drainage easement on the south side of lot 28 needs to be increased to a 20' width.

23. CONSIDERATION OF THE CITY OF STARKVILLE CLAIMS DOCKET

Upon the motion of Alderman Carver, duly seconded by Alderman Little, to approve the City of Starkville Claims Docket for all departments including Starkville Utilities, as of November 12, 2019 for fiscal year ending 9/30/20, 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. 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 Hamp Beatty	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	\$ 511,846.41
Restricted Fire Fund	003	104.00
Airport Fund	015	3,231.96
Sanitation	022	166,431.22
Industrial Park Bond	303	607,452.97
Public Improv Bonds 2018	319	2,024.46
Park and Rec, Tourism	375	99,394.00
Sub Total Before Utilities		\$ 1,390,485.02

Utilities Dept.	SED	1,474,707.07
Total Claims	Total	\$ 2,865,192.09

24. 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 Hamp Beatty	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.

25. A MOTION TO ENTER EXECUTIVE SESSION.

Alderman Sistrunk offered a motion to enter Executive Session for the purpose of pending litigation relating to an appeal of previous Board action and a notice of claim relating to an accident involving a police car and the specific job performances of two police officers. Following a second by Alderman Little, 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 Hamp Beatty	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 pending litigation relating to an appeal and a notice of claim relating to an accident involving a police car and the specific job performances of two police officers. At this time, the Board entered Executive Session.

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

Alderman Vaughn offered a motion to return to Open Session. Alderman Sistrunk 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 Hamp Beatty 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 action in Executive Session.

27. A MOTION FOR DISCIPLINARY ACTION OF TWO POLICE OFFICERS.

Alderman Vaughn offered a motion to uphold the disciplinary recommendations of the Police Chief relating to Officers Bean and Oswalt. Alderman Little offered a second 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 Hamp Beatty 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.

28. MOTION TO ADJOURN UNTIL DECEMBER 3, 2019 @ 5:30 IN THE COURT ROOM AT 110 WEST MAIN STREET.

Upon the motion of Alderman Little, duly seconded by Alderman Beatty, for the Board of Aldermen to adjourn the meeting until December 3, 2019 @ 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 Hamp Beatty 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 _____ 2019.

Attest:

D. LYNN SPRUILL, MAYOR

LESA HARDIN, CITY CLERK

(SEAL)



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

AGENDA ITEM: MINUTES
AGENDA DATE: 12-17-19
PAGE: 1 of 30

SUBJECT: Request approval of the minutes of the December 3, 2019 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 December 3, 2019 Regular 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
DECEMBER 3, 2019**

Be it remembered that the Mayor and Board of Alderman met in a Regular Meeting on December 3, 2019 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, Hamp Beatty, Roy A.' Perkins and Henry Vaughn, Sr. Attending the Mayor and Board were City Clerk / CFO Lesa Hardin and City Attorney Chris Latimer.

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

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

REQUESTED REVISIONS TO THE OFFICIAL AGENDA:

Mayor Spruill asked to remove Item XI. G. "Authorization to appoint an assistant Police Chief".

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

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

Alderman Little offered a motion, duly seconded by Alderman Sistrunk, to approve the December 3, 2019 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 Hamp Beatty	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, DECEMBER 3, 2019
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 NOVEMBER 5, 2019 MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE.

CONSIDERATION OF THE MINUTES OF THE NOVEMBER 15, 2019 WORK SESSION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE.

CONSIDERATION OF THE MINUTES OF THE NOVEMBER 25, 2019 SPECIAL CALL MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE.

V. ANNOUNCEMENTS AND COMMENTS

A. MAYOR'S COMMENTS:

New Employee Introductions:

Park and Recreation: Rakita Robinson and Carlos Neely

Fire Department: Princeton Jones and Austin Spears

B. BOARD OF ALDERMEN COMMENTS:

VI. CITIZEN COMMENTS

VII. PUBLIC APPEARANCES

VIII. PUBLIC HEARING

SECOND PUBLIC HEARING AND CONSIDERATION OF AMENDING THE TRANSIENT VENDOR ORDINANCE TO ADHERE TO 2018 FIRE CODE REQUIREMENTS FOR MOBILE FOOD PREPARATION VEHICLES.

PUBLIC HEARING AND CONSIDERATION OF CU 19-10 A REQUEST FOR CONDITIONAL USE TO ALLOW FOR A MOBILE HOME TO BE PLACED ON PROPERTY LOCATED ON THE WEST SIDE OF SAND ROAD +/-0.44 MILES SOUTH OF LOUISVILLE STREET IN A R-5 ZONE WITH THE PARCEL NUMBER 105-16-002. 01.

FIRST PUBLIC HEARING ON THE ADOPTION OF THE UNIFIED DEVELOPMENT CODE, UPDATE OF THE CITY OF STARKVILLE'S OFFICIAL ZONING MAP, AND THE REVISION, DELETION, AND/OR RELOCATION OF SEVERAL CHAPTERS AND SUBSECTIONS IN THE CODE OF ORDINANCES.

FIRST PUBLIC HEARING ON THE ADOPTION OF THE SHORT TERM RENTAL ORDINANCE FOR INCLUSION IN THE UNIFIED DEVELOPMENT CODE

IX. MAYOR'S BUSINESS

X. BOARD BUSINESS

A. CONSIDERATION OF THE APPROVAL OF THE 2020 CITY OF STARKVILLE HOLIDAY SCHEDULE AND THE 2020 SANITATION HOLIDAY TRASH PICKUP SCHEDULE.

B. CONSIDERATION OF RE-APPOINTING H. W. (BILL) WEBB, JR. TO THE GOLDEN TRIANGLE REGIONAL SOLID WASTE AUTHORITY BOARD FOR A TERM ENDING DECEMBER 31, 2023.

C. CONSIDERATION TO ADVERTISE FOR LETTERS OF INTEREST REGARDING AN APPOINTMENT TO THE MUNICIPAL AIRPORT BOARD FOR A TERM SET TO EXPIRE DECEMBER 31, 2019, WITH LETTERS OF INTEREST RECEIVED UNTIL NOON ON DECEMBER 12, 2019.

XI. DEPARTMENT BUSINESS

A. AIRPORT

THERE ARE NO ITEMS FOR THIS AGENDA

B. COMMUNITY DEVELOPMENT DEPARTMENT

1. CODE ENFORCEMENT

THERE ARE NO ITEMS FOR THIS AGENDA

2. PLANNING

THERE ARE NO ITEMS FOR THIS AGENDA

C. COURTS

THERE ARE NO ITEMS FOR THIS AGENDA

D. ENGINEERING

THERE ARE NO ITEMS FOR THIS AGENDA

E. FINANCE AND ADMINISTRATION

1. REQUEST APPROVAL OF THE CITY OF STARKVILLE CLAIMS DOCKET FOR ALL DEPARTMENTS INCLUDING STARKVILLE UTILITIES AS OF NOVEMBER 25, 2019 FOR FISCAL YEAR ENDING 9/30/20, 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 TO APPROVE THE LIST OF CITY OF STARKVILLE UNMARKED CARS FOR FISCAL YEAR 2020.

F. FIRE DEPARTMENT

THERE ARE NO ITEMS FOR THIS AGENDA

G. HUMAN RESOURCES

1. REQUEST AUTHORIZATION TO HIRE DOUGLAS LATHAM AS A DRIVER IN THE SANITATION / ENVIRONMENTAL SERVICES DEPT.
2. CONSIDERATION OF TERMINATION AGREEMENT AND MUTUAL RELEASE WITH TYLER TECHNOLOGIES, INC.

H. INFORMATION TECHNOLOGY

THERE ARE NO ITEMS FOR THIS AGENDA

I. PARKS

THERE ARE NO ITEMS FOR THIS AGENDA

J. POLICE DEPARTMENT

1. CONSIDERATION OF APPLICATION FOR JUSTICE ASSISTANCE GRANT IN THE AMOUNT OF \$25,000 IN THE AREA OF HOT SPOT POLICING OVERTIME AND UP TO AN ADDITIONAL \$25,000 FOR HOT SPOT POLICING EQUIPMENT.

K. SANITATION DEPARTMENT

THERE ARE NO ITEMS FOR THIS AGENDA

L. UTILITIES DEPARTMENT

1. REQUEST AUTHORIZATION TO ACCEPT THE LOWEST AND BEST BID FROM HOWARD INDUSTRIES IN THE AMOUNT OF \$401,520.00 FOR THE 7.6KV SINGLE PHASE VOLTAGE REGULATORS FOR THE SOUTHWEST STARKVILLE SUBSTATION.

XII. CLOSED DETERMINATION SESSION

XIII. OPEN SESSION

XIV. EXECUTIVE SESSION

XV. OPEN SESSION

XVI. RECESS UNTIL DECEMBER 17, 2019 @ 5:30 IN THE COURT ROOM AT 110 WEST MAIN STREET.

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

Consent items 2 – 11:

2. CONSIDERATION OF THE MINUTES OF THE NOVEMBER 5, 2019 MEETING OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE, MS.

Upon the motion of Alderman Little, duly seconded by Alderman Sistrunk, and adopted by the Board to approve the December 3, 2019 Official Agenda, and to accept items for consent, whereby the “approval of the minutes of the November 5, 2019 meeting of the Mayor and Board of Alderman” is enumerated, this consent item is thereby approved.

3. CONSIDERATION OF THE MINUTES OF THE NOVEMBER 15, 2019 WORK SESSION.

Upon the motion of Alderman Little, duly seconded by Alderman Sistrunk, and adopted by the Board to approve the December 3, 2019 Official Agenda, and to accept items for consent, whereby the “approval of the minutes of the November 5, 2019 meeting of the Mayor and Board of Alderman” is enumerated, this consent item is thereby approved.

4. CONSIDERATION OF APPROVAL OF THE MINUTES OF THE NOVEMBER 25, 2019 SPECIAL CALL MEETING OF THE MAYOR AND BOARD OF ALDERMEN.

Upon the motion of Alderman Little, duly seconded by Alderman Sistrunk, and adopted by the Board to approve the December 3, 2019 Official Agenda, and to accept items for consent, whereby the “approval of the minutes of the November 25, 2019 meeting of the Mayor and Board of Alderman” is enumerated, this consent item is thereby approved.

5. CONSIDERATION OF THE APPROVAL OF THE 2020 CITY OF STARKVILLE HOLIDAY SCHEDULE AND THE 2020 SANITATION HOLIDAY TRASH PICKUP SCHEDULE.

Upon the motion of Alderman Little, duly seconded by Alderman Sistrunk, and adopted by the Board to approve the December 3, 2019 Official Agenda, and to accept items for consent, whereby the “approval of the 2020 Holiday Schedule for the City of Starkville and if the Governor of the State of Mississippi designates additional days as paid holidays by proclamation, the City may likewise designate such additional days as paid holidays for eligible employees and the 2020 Sanitation Holiday Trash Pickup Schedule” is enumerated, this consent item is thereby approved.

2020 Holiday Schedule

New Year's Day	1st of January	Wednesday, January 1, 2020
Martin Luther King Jr.	3rd Monday in January	Monday, January 20, 2020
Good Friday	Friday before Easter	Friday, April 10, 2020
Memorial Day	Last Monday in May	Monday, May 25, 2020
Independence Day	4th of July	Friday, July 3, 2020
Labor Day	1st Monday in September	Monday, September 7, 2020
Veterans Day	2nd Monday in November	Monday, November 9, 2020
Thanksgiving Holidays	Thanksgiving Day	Thursday, November 26, 2020 (And Friday, November 27 if declared by Governor)
Christmas Holidays	Christmas Eve & Christmas Day	Thursday, Dec 24 & Friday, Dec 25, 2020

ENVIRONMENTAL SERVICES DEPARTMENT		
2020 HOLIDAY COLLECTION SCHEDULE		
OBSERVED HOLIDAY	DATE	GARBAGE COLLECTION AFTER HOLIDAY
New Year's Day	Wednesday, January 1, 2020	THURSDAY FOLLOWING HOLIDAY: RESUME REGULAR SCHEDULE THURSDAY's Garbage Collection ONLY

Martin Luther King Jr.	Monday, January 20, 2020	TUESDAY FOLLOWING HOLIDAY: CITYWIDE COLLECTION ALL GARBAGE WILL BE COLLECTED TUESDAY
Good Friday	Friday, April 20, 2020	MONDAY FOLLOWING HOLIDAY: RESUME REGULAR SCHEDULE Monday's Garbage Collection ONLY
Memorial Day	Monday, May 27, 2020	TUESDAY FOLLOWING HOLIDAY: CITYWIDE COLLECTION ALL GARBAGE WILL BE COLLECTED TUESDAY
Independence Day	Friday, July 3, 2020	MONDAY FOLLOWING HOLIDAY: RESUME REGULAR SCHEDULE Monday's Garbage Collection ONLY
Labor Day	Monday, September 7, 2020	TUESDAY FOLLOWING HOLIDAY: CITYWIDE COLLECTION ALL GARBAGE WILL BE COLLECTED TUESDAY
Veteran's Day	Monday, November 11, 2020	TUESDAY FOLLOWING HOLIDAY: CITYWIDE COLLECTION ALL GARBAGE WILL BE COLLECTED TUESDAY
Thanksgiving's Day	Thursday & Friday November 26 & 27, 2020	MONDAY FOLLOWING HOLIDAY: RESUME REGULAR SCHEDULE Monday's Garbage Collection ONLY
Christmas' Day	Thursday & Friday December 24 & 25, 2020	MONDAY FOLLOWING HOLIDAY: RESUME REGULAR SCHEDULE Monday's Garbage Collection ONLY
REGULAR COLLECTION SCHEDULES: <u>Schedule 1</u> - garbage collected on Monday & Thursday, <u>Schedule 2</u>- garbage collected on Tuesday & Friday, and <u>Schedule 3</u> — Recycling collected on Wednesday ONLY. CITYWIDE COLLECTION- ALL garbage will be collected for <u>Schedule 1 and 2</u>. CITYWIDE COLLECTION- ALL garbage will be collected for <u>Schedule 1 and 2</u>.		

6. CONSIDERATION OF RE-APPOINTING H. W. (BILL) WEBB, JR. TO THE GOLDEN TRIANGLE REGIONAL SOLID WASTE AUTHORITY BOARD FOR A TERM ENDING DECEMBER 31, 2023.

Upon the motion of Alderman Little, duly seconded by Alderman Sistrunk, and adopted by the Board to approve the December 3, 2019 Official Agenda, and to accept items for consent, whereby the “approval of re-appointing H. W. (Bill) Webb, Jr. to the Golden Triangle Regional Solid Waste Authority Board for a term ending December 31, 2023” is enumerated, this consent item is thereby approved.

7. CONSIDERATION TO ADVERTISE FOR LETTERS OF INTEREST REGARDING AN APPOINTMENT TO THE MUNICIPAL AIRPORT BOARD FOR A TERM SET TO EXPIRE DECEMBER 31, 2019, WITH LETTERS OF INTEREST RECEIVED UNTIL NOON ON DECEMBER 12, 2019.

Upon the motion of Alderman Little, duly seconded by Alderman Sistrunk, and adopted by the Board to approve the December 3, 2019 Official Agenda, and to accept items for consent, whereby the “approval of advertising for letters of interest regarding an appointment to the Municipal Airport Board for a term ending December 31, 2019, with letters of interest received until noon December 12, 2019” is enumerated, this consent item is thereby approved.

8. CONSIDERATION OF THE LIST OF CITY OF STARKVILLE UNMARKED CARS FOR FISCAL YEAR 2020.

Upon the motion of Alderman Little, duly seconded by Alderman Sistrunk, and adopted by the Board to approve the December 3, 2019 Official Agenda, and to accept items for consent, whereby the “approval of the list of Starkville Police Department unmarked cars for Fiscal Year 2020” is enumerated, this consent item is thereby approved.

Unmarked Vehicles SPD

1. 2017 Ford Explorer VIN # 7160-TAG 3# G76671- Sgt. Reaves
2. 2017 Ford Explorer VIN # 7167-TAG# G76672- Lt. Lott
3. 2017 Ford Explorer VIN # 7162-TAG # G76673- Cpl. Horton
4. 2016 Ford Explorer VIN # 5932-TAG # KTT-301-Lt. Roberson
5. 2016 Ford Explorer VIN # 5931-TAG # KTT-351- Sgt. Lay
6. 2013 Ford Explorer VIN # 06899-TAG# G63223-Cpl. Lovelady
7. 2011 Chevrolet Tahoe VIN # 2260-TAG # G57625-Cpl. Headley
8. 2009 Ford Crown Victoria VIN # 7334-TAG # G53366-Investigations
9. 2010 Hyundai VIN # 5098- Narcotics
10. 2007 Chevrolet Silverado VIN # 5663-TAG # KT6-720-Sgt. Kelly
11. 2006 Jeep VIN # 4806-Narcotics
12. 2006 Dodge VIN # 8581-TAG #KT7-451-Narcotics
13. 2015 Chevrolet Tahoe VIN # 4115-TAG # KTA-150- Cpl. Jackson
14. 2010 Ford CV VIN # 7324-TAG # G53377-Investigations
15. 2019 Dodge Durango VIN # 9449- TAG # KTA-6073-Chief Nichols
16. 2019 Dodge Durango VIN # 2620-TAG # KTA-6080-Captain Ballard
17. 2019 Dodge Durango VIN # 2616-TAG # KTA-6061- Captain Stewart

9. CONSIDERATION TO HIRE DOUGLAS LATHAM AS A DRIVER IN THE SANITATION / ENVIRONMENTAL SERVICES DEPT.

Upon the motion of Alderman Little, duly seconded by Alderman Sistrunk, and adopted by the Board to approve the December 3, 2019 Official Agenda, and to accept items for consent, whereby the “approval to hire Douglas Latham as a Driver in the Sanitation/Environmental Services Department” is enumerated, this consent item is thereby approved.

10. CONSIDERATION TO OF TERMINATION AGREEMENT AND MUTUAL RELEASE WITH EXECUTIME SOFTWARE SYSTEM.

Upon the motion of Alderman Little, duly seconded by Alderman Sistrunk, and adopted by the Board to approve the December 3, 2019 Official Agenda, and to accept items for consent, whereby the “approval to accept the terms of the termination agreement and mutual release with Executime Software System as presented” is enumerated, this consent item is thereby approved.

Termination Agreement and Mutual Release

This Termination Agreement and Mutual Release (the “Termination Agreement”) is entered into as of the date of signature of the last party to sign as indicated below (the “Effective Date”) between Tyler Technologies, Inc. (“Tyler”), with offices at 840 W. Long Lake Rd, Troy, MI 48098 and the City of Starkville located at 110 W Main St, Starkville, MS 39759 (individually, the “City” and collectively with Tyler, the “Parties”).

WHEREAS, City and Tyler entered into a Software as a Services Agreement dated November 26, 2018 (hereinafter referred to as the “Agreement”); and

WHEREAS, Tyler and City agree to terminate the Agreement for convenience;

NOW THEREFORE, in consideration of mutual covenants and agreements set forth herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

- 1. Termination.** The Agreement is hereby terminated for convenience, and City's right to use the SaaS Services is revoked. The Parties agree to the following credits and write-off:

 - Invoice no. 045-247589 for SaaS Fees totaling \$8,745.00 has been paid. Tyler agrees to credit City's account in the amount of \$8,745.00.
 - Invoice no. 045-247288 for five (5) Genus 1 Clocks totaling \$5,000.00 has been paid. Tyler agrees to credit City's account in the amount of \$5,000.00.
 - Invoice no. 045-271612 for the ExecuTime VPN Startup Fee totaling \$1,500.00 has been paid. Tyler agrees to credit City's account in the amount of \$1,500.00.
 - Invoices nos. 045-275704, 045-278042 and 045-277467 for services totaling \$275.00 have not been paid and are hereby void with no effect. Tyler agrees to write off \$275.00 from City's outstanding balance.

Other paid invoices for services totaling \$4,725.00 have been paid and no credit, write-off or refund will issue.
- 2. Mutual Release.** Except as otherwise set forth in this Termination Agreement, and without any further action of the Parties, the Parties hereby unconditionally release and forever discharge one another and their subsidiaries or affiliated entities, subdivisions, affiliated subdivisions, officials, directors, officers, employees, agents, attorneys, insurers, and representatives, and any and all predecessors, successors or assigns thereof, from any and all potential claims, demands, obligations, judgments, orders, agreements, losses, damages, attorney's fees, expenses, liabilities or causes of action of any kind, whether known or unknown, arising out of or relating to the Agreement, the activities performed or to be performed pursuant to or in connection with the Agreement, and the contracting process relating to the Agreement. Neither party shall bring any claim in any court or with any administrative agency relating to the Agreement, the activities performed or to be performed pursuant to or in connection with the Agreement, or the contracting process relating to the Agreement.
- 3. Non-Disparagement.** The Parties agree not to disparage the other with respect to the Agreement, the performance of each party thereunder, and other matters that are the subject of this Termination Agreement and the mutual releases contained herein. Notwithstanding the provisions of this Section 3, the Parties may disclose that the Agreement was mutually and amicably terminated.
- 4. Representations.** Execution of this Termination Agreement is not an admission of liability by either Party. The terms of this Termination Agreement are contractual and not mere recitals, and each party has relied on its own belief, judgment, and knowledge as to the nature and extent of its own claims and rights and not on any representation or statement with regard thereto made by or on behalf of any of the other parties.
- 5. Authority.** Each party represents that it has all power and authority necessary to enter into and perform this Termination Agreement, and that it has consulted and been represented by counsel of its choice in entering into this Termination Agreement.
- 6. Entire Agreement; Governing Law.** This Termination Agreement contains the entire agreement of the Parties with respect to the subject matter hereof, and no other agreement, understanding, or representation of or by the Parties relating to the subject matter hereof made at any time prior to or contemporaneously with the signing of this Termination Agreement shall be effective for any

purpose except as set forth herein. This Termination Agreement shall be governed by the laws of the State of Mississippi, without regards to its rules on conflicts of law.

- 7. Counterparts.** This Termination Agreement may be executed in one or more counterparts, each of which will be deemed an original and all of which together constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties have executed this Termination Agreement and Mutual Release as of the Effective Date.

TYLER TECHNOLOGIES, INC.

CITY OF STARKVILLE

By: _____

By: _____

Print Name: _____

Print Name: D. Lynn Spruill

Title: _____

Title: Mayor

Date: _____

Date: December 4, 2019

11. CONSIDERATION OF AN APPLICATION FOR JUSTICE ASSISTANCE GRANT IN THE AMOUNT OF \$25,000 IN THE AREA OF HOT SPOT POLICING OVERTIME AND UP TO AN ADDITIONAL \$25,000 FOR HOT SPOT POLICING EQUIPMENT.

Upon the motion of Alderman Little, duly seconded by Alderman Sistrunk, and adopted by the Board to approve the December 3, 2019 Official Agenda, and to accept items for consent, whereby the “approval of an application for the Justice Assistance Grant in the amount of \$25,000 in the area of Hot Spot Policing overtime and up to an additional \$25,000 for Hot Spot Policing equipment with no match by the City” is enumerated, this consent item is thereby approved.

12. CONSIDERATION TO ACCEPT THE LOWEST AND BEST BID FROM HOWARD INDUSTRIES IN THE AMOUNT OF \$401,520.00 FOR THE 7.6KV SINGLE PHASE VOLTAGE REGULATORS FOR THE SOUTHWEST STARKVILLE SUBSTATION.

Upon the motion of Alderman Little, duly seconded by Alderman Sistrunk, and adopted by the Board to approve the December 3, 2019 Official Agenda, and to accept items for consent, whereby the “authorization to accept the lowest and best bid from Howard Industries in the amount of \$401,520.00 for the 7.6kV Single Phase Voltage Regulators for the Southwest Starkville Substation” is enumerated, this consent item is thereby approved.

Bids received: Wesco \$438,900.00
Siemens \$438,900.00
Howard \$401,520.00

ANNOUNCEMENTS AND COMMENTS:

MAYOR’S COMMENTS:

Mayor Spruill introduced new employees Princeton Jones and Austin Spears of the Fire Department and Rakita Robinson and Carlos Neely of the Park and Recreation Department. She also thanked everyone that assisted with the Starkville Christmas Parade.

BOARD OF ALDERMEN COMMENTS: None

CITIZEN COMMENTS:

Alvin Turner, Ward 7, thanked outgoing Police Chief Nichols for his solid leadership and hopes the foundation he laid continues. He also asked that trash pickup dates be posted throughout the year.

PUBLIC APPEARANCES: None

PUBLIC HEARINGS:

SECOND PUBLIC HEARING AND CONSIDERATION OF AMENDING THE TRANSIENT VENDOR ORDINANCE TO ADHERE TO 2018 FIRE CODE REQUIREMENTS FOR MOBILE FOOD PREPARATION VEHICLES.

Fire Chief Yarbrough and Fire Marshall McMullen were present for questions.

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.

13. CONSIDERATION OF AMENDING THE TRANSIENT VENDOR ORDINANCE TO ADHERE TO 2018 FIRE CODE REQUIREMENTS FOR MOBILE FOOD PREPARATION VEHICLES.

Alderman Sistrunk, duly seconded by Alderman Beatty, offered a motion to approve amending the Transient Vendor Ordinance to adhere to 2018 Fire Code requirements for mobile food preparation vehicles.

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 Hamp Beatty	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 ORDINANCE AMENDMENT:

Chapter 30 – Businesses, Article II – Transient Vendors
Sec. 30-34 – Fire Protection

All Transient Vendors involved in mobile food preparation shall comply with all provisions of Section 319, titled “Mobile Food Preparation Vehicles”, of the 2018 International Fire Code.

Emergency vents are not required to discharge to the exterior.

319.8 LP-gas systems. Where LP-gas systems provide fuel for cooking appliances, such systems shall comply with Chapter 61 and Sections 319.8.1 through 319.8.5.

319.8.1 Maximum aggregate volume. The maximum aggregate capacity of LP-gas containers transported on the vehicle and used to fuel cooking appliances only shall not exceed 200 pounds (91 kg) propane capacity.

319.8.2 Protection of container. LP-gas containers installed on the vehicle shall be securely mounted and restrained to prevent movement.

319.8.3 LP-gas container construction. LP-gas containers shall be manufactured in compliance with the requirements of NFPA 58.

319.8.4 Protection of system piping. LP-gas system piping, including valves and fittings, shall be adequately protected to prevent tampering, impact damage, and damage from vibration.

319.8.5 LP-gas alarms. A *listed* LP-gas alarm shall be installed within the vehicle in the vicinity of LP-gas system components, in accordance with the manufacturer's instructions.

319.9 CNG systems. Where CNG systems provide fuel for cooking appliances, such systems shall comply with Sections 319.9.1 through 319.9.4.

319.9.1 CNG containers supplying only cooking fuel. CNG containers installed solely to provide fuel for cooking purposes shall be in accordance with Sections 319.9.1.1 through 319.9.1.3

319.9.1.1 Maximum aggregate volume. The maximum aggregate capacity of CNG containers transported on the vehicle shall not exceed 1,300 pounds (590 kg) water capacity.

319.9.1.2 Protection of container. CNG containers shall be securely mounted and restrained to prevent movement. Containers shall not be installed in locations subject to a direct vehicle impact.

319.9.1.3 CNG container construction. CNG containers shall be an NGV-2 cylinder.

319.9.2 CNG containers supplying transportation and cooking fuel. Where CNG containers and systems are used to supply fuel for cooking purposes in addition to being used for transportation fuel, the installation shall be in accordance with NFPA 52.

319.9.3 Protection of system piping. CNG system piping, including valves and fittings, shall be adequately protected to prevent tampering, impact damage and damage from vibration.

319.9.4 Methane alarms. A listed methane gas alarm shall be installed within the vehicle in accordance with manufacturer's instructions.

319.10 Maintenance. Maintenance of systems on mobile food preparation vehicles shall be in accordance with Sections 319.10.1 through 319.10.3.

319.10.1 Exhaust system. The exhaust system, including hood, grease-removal devices, fans, ducts and other appurtenances, shall be inspected and cleaned in accordance with Section 607.3.

319.10.2 Fire protection systems and devices. Fire protection systems and devices shall be maintained in accordance with Section 901.6.

319.10.3 Fuel gas systems. LP-gas containers installed on the vehicle and fuel-gas piping systems shall be inspected annually by an *approved* inspection agency or a company that is registered with the U.S. Department of Transportation to requalify LP-gas cylinders, to ensure that system components are free from damage, suitable for the intended service and not subject to leaking. CNG containers shall be inspected every 3 years in a qualified service facility. CNG containers shall not be used past their expiration date as listed on the manufacturer's container label. Upon satisfactory inspection, the *approved* inspection agency shall affix a tag on the fuel gas system or within the vehicle indicating the name of the inspection agency and the date of satisfactory inspection.

319.4.1 Fire protection for cooking equipment. Cooking equipment shall be protected by automatic fire extinguishing systems in accordance with Section 904.12.

319.4.2 Fire extinguisher. Portable fire extinguishers shall be provided in accordance with Section 906.4.

319.5 Appliance connection to fuel supply piping. Gas cooking appliances shall be secured in place and connected to fuel-supply piping with an appliance connector complying with ANSI Z21.69/CSA 6.16. The connector installation shall be configured in accordance with the manufacturer's installation instructions. Movement of appliances shall be limited by restraining devices installed in accordance with the connector and appliance manufacturers' instructions.

319.6 Cooking oil storage containers. Cooking oil storage containers within mobile food preparation vehicles shall have a maximum aggregate volume not more than 120 gallons (454 L), and shall be stored in such a way as to not be toppled or damaged during transport.

319.7 Cooking oil storage tanks. Cooking oil storage tanks within mobile food preparation vehicles shall comply with Sections 319.7.1 through 319.7.5.2.

319.7.1 Metallic storage tanks. Metallic cooking oil storage tanks shall be *listed* in accordance with UL 80 or UL 142, and shall be installed in accordance with the tank manufacturer's instructions.

319.7.2 Nonmetallic storage tanks. Nonmetallic cooking oil storage tanks shall be installed in accordance with the tank manufacturer's instructions and shall comply with both of the following:

1. Tanks shall be *listed* for use with cooking oil, including maximum temperature to which the tank will be exposed during use.
2. Tank capacity shall not exceed 200 gallons (757 L) per tank.

319.7.3 Cooking oil storage system components. Metallic and nonmetallic cooking oil storage system components shall include, but are not limited to, piping, connections, fittings, valves, tubing, hose, pumps, vents and other related components used for the transfer of cooking oil.

319.7.4 Design criteria. The design, fabrication and assembly of system components shall be suitable for the working pressures, temperatures and structural stresses to be encountered by the components.

319.7.5 Tank venting. Normal and emergency venting shall be provided for cooking oil storage tanks.

319.7.5.1 Normal vents. Normal vents shall be located above the maximum normal liquid line, and shall have a minimum effective area not smaller than the largest filling or withdrawal connection. Normal vents are not required to vent to the exterior.

319.7.5.2 Emergency vents. Emergency relief vents shall be located above the maximum normal liquid line, and shall be in the form of a device or devices that will relieve excessive internal pressure caused by an exposure fire. For nonmetallic tanks, the emergency relief vent shall be allowed to be in the form of construction.

SECTION 319 MOBILE FOOD PREPARATION VEHICLES

319.1 General. Mobile food preparation vehicles that are equipped with appliances that produce smoke or grease-laden vapors shall comply with this section.

319.2 Permit required. Permits shall be required as set forth in Section 105.6.

319.3 Exhaust hood. Cooking equipment that produces grease-laden vapors shall be provided with a kitchen exhaust hood in accordance with Section 607.

319.4 Fire protection. Fire protection shall be provided in accordance with Sections 319.4.1 and 319.4.2.

PUBLIC HEARING AND CONSIDERATION OF CU 19-10 A REQUEST FOR CONDITIONAL USE TO ALLOW FOR A MOBILE HOME TO BE PLACED ON PROPERTY LOCATED ON THE WEST SIDE OF SAND ROAD +/-0.44 MILES SOUTH OF LOUISVILLE STREET IN A R-5 ZONE WITH THE PARCEL NUMBER 105-16-002. 01.

Assistant City Planner Emily Corbin presented CU 19-10: a request for Conditional Use to allow for a mobile home to be placed on property located on the west side of Sand Road +/-0.44 miles south of Louisville Street in a R-5 zone with the parcel number 105-16-002. 01. The applicants, Robert and Emma Evans, on behalf of Starkville-Oktibbeha County School District, are seeking a Conditional Use to allow for a mobile home to be placed on property located on the west side of Sand Road +/-0.44 miles south of Louisville Street. The property is zoned R-5 zone and in order to construct a “Mobile Home”, a Conditional Use is required per the City of Starkville’s Permitted and Conditional Use Chart.

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.

14. CONSIDERATION OF CU 19-10: A REQUEST FOR CONDITIONAL USE TO ALLOW FOR A MOBILE HOME TO BE PLACED ON THE WEST SIDE OF SAND ROAD IN A R-5 ZONE.

Alderman Vaughn, duly seconded by Alderman Little, offered a motion to approve CU 19-10 a request for Conditional Use to allow for a mobile home to be placed on property located on the west side of Sand Road +/-0.44 miles south of Louisville Street in a R-5 zone with the parcel number 105-16-002. 01.

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 Hamp Beatty	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.

FIRST PUBLIC HEARING ON THE ADOPTION OF THE UNIFIED DEVELOPMENT CODE, UPDATE OF THE CITY OF STARKVILLE’S OFFICIAL ZONING MAP, AND THE REVISION, DELETION, AND/OR RELOCATION OF SEVERAL CHAPTERS AND SUBSECTIONS IN THE CODE OF ORDINANCES.

City Planner Daniel Havelin summarized the changes in the Unified Development Code and noted the full UDC would be posted on the city website.

The Unified Development Code (UDC) is a document in which zoning and subdivision regulations are combined with development regulations and other use-oriented regulations into one document. The Unified Development Code will replace Appendix A- Zoning, Appendix B- Subdivisions, and several other whole chapters or sections of chapters related to development found throughout the Code of Ordinances. The UDC is comprised of the following 18 sections:

- Section 1. INTRODUCTION**
- Section 2. ADMINISTRATIVE & GOVERNING BODIES**
- Section 3. PROCEDURES & PROCESSES**
- Section 4. ZONING DISTRICTS & PROVISIONS**
- Section 5. FORM-BASED DISTRICTS**
- Section 6. RESIDENTIAL USE DISTRICTS**
- Section 7. COMMERCIAL USE DISTRICTS**
- Section 8. INDUSTRIAL USE DISTRICTS**
- Section 9. SPECIAL DISTRICTS**
- Section 10. OPTIONAL DISTRICT**
- Section 11. OVERLAY DISTRICTS**
- Section 12. PLANNED UNIT DEVELOPMENT**
- Section 13. USE REGULATIONS AND USE STANDARDS**
- Section 14. DEVELOPMENT STANDARDS**
- Section 15. SUBDIVISION STANDARDS**
- Section 16. ENVIRONMENTAL**
- Section 17. BUILDING AND HOUSING CODE**
- Section 18. DEFINITIONS**

Official Zoning Map

The Official Zoning District Map of Starkville Mississippi will also be updated. All property within all zoning districts within the corporate limits of the city of Starkville will be amended to a new designation and/or classification based on the Placetypes found in the Comprehensive Plan.

Other Chapters and Subsections

The following Chapters and Subsection in the City of Starkville Code of Ordinances will need to revised, deleted, or relocated into the UDC:

CHAPTER 2- ADMINISTRATION

Revised Article I- In General, Sec 2-2. Modified language to reference advisory boards in Section 2 of the UDC.

- Revised and relocated Article V- Planning and Zoning Commission to Section 2 Administrative & Governing Bodies, 2.2 Planning & Zoning Commission of the UDC
- Revised and relocated Article VI- Board of Adjustment and Appeals to Section 2 Administrative & Governing Bodies, 2.3 Board of Adjustment and Appeals of the UDC
- Removed Article VIII- Park Commission

CHAPTER 26- BUILDINGS AND BUILDING REGULATIONS

Revised and relocated entire chapter to Section 17 Building and Housing Code of the UDC.

CHAPTER 30- BUSINESSES

- Revised and relocated Article III Sexually Oriented Business to Section 13 Use Regulations and Use Standards, 13.7.1 Adult Oriented Business of the UDC

CHAPTER 54- ENVIRONMENT

- Revised and relocated entire chapter into Section 16 Environmental of the UDC. Added Sidewalks and Parking Lots and Tree Protection

CHAPTER 58- FIRE PREVENTION AND PROTECTION

- Revised Article II Sec 58-26, Sec 58-31, Sec 58-34, and Sec 58-35. Adding new section Sec 58-59 and Sec 58-60.

CHAPTER 62- FLOODS

- Relocated entire chapter into Section 16 Environmental, 16.10 Flood Damage Prevention Ordinance of the UDC. Only change was reformatting numbering to coincide with new section.

CHAPTER 67- HISTORICAL PRESERVATION

- Revised and relocated entire chapter into Section 2 Administrative & Governing Bodies and Section 3 Procedures & Processes of the UDC.

CHAPTER 78- MANUFACTURED HOMES AND TRAILERS

- Revised and relocated entire chapter into Section 13 Use Regulations, 13.5.8 Dwelling, Manufactured and Modular Home of the UDC. CHAPTER 94- SOLID WASTE- modifying sections

CHAPTER 94- SOLID WASTE

- Revised terminology to match terminology in UDC and relocated Sec. 94-32 to Section 14 Development Standards of UDC.

CHAPTER 98- STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES

- Revised and relocated contents of entire chapter into Section 14 Development Standards and Section 15 Subdivision Standards of the UDC.

CHAPTER 104- TELECOMMUNICATIONS

- Revised and relocated entire chapter to Section 13 Use Regulations and Use Standards, 13.9.5 Telecommunication Facilities and 13.9.7 Portable Telecommunication Facilities of the UDC.

CHAPTER 112- VEGETATION

- Revised and relocated entire chapter into Section 14 Development Standards, 14.6 Development Standards Chart and 14.13 Landscaping of the UDC.

APPENDIX A- ZONING

- Removed in its entirety

APPENDIX B- SUBDIVISIONS

- Removed in its entirety

HISTORY:

2015

- *July 21*- Public Kick-Off Meeting Comprehensive Plan
- *August 11-12*-Key Person Interviews
- *August 11-12*- Stakeholder Focus Group Meetings
- *September*- Build-Out Scenario sessions
- *October*- Planning Principles sessions
- *October 19-22*- Charrette & Concept Plan

2016

- *March 30*- Supplemental Public Input Sessions
- *May 26*- Supplemental Public Input Sessions
- *September 28*- Supplemental Public Input Sessions
- *December 20*- Public hearing on the Comprehensive Plan

2017

- *June 20*- Public hearing and adoption of the Comprehensive plan

2018

- *February 6*- 1st public hearing on section 1 and 2 of the UDC- Board of Aldermen
- *February 16*- public hearing on section 1 and 2 of the UDC- Planning and Zoning Commission
- *March 6*- 2nd public hearing on section 1 and 2 of the UDC- Board of Aldermen

2019

- *October 1*-1st public hearing on updating the Comprehensive Plan placetype map
- *October 3*-1st public input session on the Unified Development Code
- *October 15*-2nd public hearing and adoption on updating the Comprehensive Plan placetype map
- *October 22*-2nd public input session on the Unified Development Code
- *November 12*-1st public hearing on the Unified Development Code
- *November 20*- Planning and Zoning Commission work session on Optional District procedures
- *November 25*-Board of Aldermen work session on Unified Development Code

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

Speaking against proposed sections of the UPC: David Josey, David Cross, Jason Sharp, Lauren Bell, Margaret Copeland.

There being no additional comments from the public or from the Board, the Mayor announced the public hearing closed. The next Public Hearing for the Unified Development Code will be December 17, 2019 at 5:30 p.m.

PUBLIC HEARING ON THE ADOPTION OF THE SHORT TERM RENTAL ORDINANCE FOR INCLUSION IN THE UNIFIED DEVELOPMENT CODE

Dr. Sungman Kim presented information regarding a Draft Short-Term Residential Rental Policy that will be added to the proposed Unified Development Plan if both are adopted.

Public input sessions and a public hearing have been provided at:

- o A large conference room on the 2nd floor of the City Hall from September 30 to October 3, 2019, every day for 4 days at 2:00 P.M. (Open discussion sessions)
- o The Starkville Sportsplex on October 3, 2019 at 5:30 P.M. (Public input session)
- o The City Hall on October 22, 2019 at 5:30 P.M. (Public input session)
- o The City Hall on November 12, 2019 at 5:30 P.M. in front of the Planning & Zoning Commission. (Public hearing)
- o A large conference room on the 2nd floor of the City Hall on November 20, 2019 at 5:30 P.M. with interested parties as well as the members of the Planning & Zoning Commission. (Public workshop)

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

Speaking in favor: Julie Bacca, Dawn Reynolds, Burt Montgomery, Dr. Richard Mullen, David Cross.

Speaking against: Yulanda Haddux who also presented a letter from the NAACP, Carole Gaston, Dorothy Watson, David Buchanan.

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

Letters presented to Board at meeting are on following pages.

15. CONSIDERATION OF REMOVAL OF SHORT TERM RENTAL REGULATIONS FROM UDC.

Alderman Carver, duly seconded by Alderman Vaughn, offered a motion to remove short term rental regulations from the Unified Development Code and not consider it separately during the Board's meeting on December 17, 2019. 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 Hamp Beatty	Voted: Nay
Alderman Roy A'. Perkins	Voted: Yea
Alderman Henry Vaughn, Sr.	Voted: Yea

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

BRUNINI
ATTORNEYS AT LAW

Jason E. Sharp*
E-mail: jsharp@brunini.com
Telephone: 662-240-9744
Direct: 662.329.8351
Facsimile: 662-240-4127

410 Main Street
Columbus, Mississippi 39701

Post Office Box 7520
Columbus, Mississippi 39705

*Also admitted to practice in Arkansas and Alabama

December 2, 2019

Dr. Sungman Kim
Community Development Director
City of Starkville
110 West Main Street
Starkville, MS 39759

RE: 4J-I, LP Property on Highway 25

Dear Dr. Kim:

I am writing on behalf of my client, 4J-I, LP ("4J") in follow-up to my letter dated November 25, 2019 regarding 4J's request that the City retain commercial zoning of the frontage property along Highway 25. We have reviewed the recent changes to the proposed Unified Development Code ("UDC") applicable to Optional districts. Our request that the property retain its commercial zoning is unchanged.

The revisions to the UDC from draft 4 have not addressed our primary concern that there is not commercial use of the property by right and any potential commercial use of the property is contingent upon City approval. While the review and approval process has been shortened and the references to rezoning have mostly been removed, the abbreviated process for review and approval of use amounts to rezoning. Notice is still provided to adjoining landowners and the City approval is entirely discretionary.

Among the most concerning recent revisions is the addition of Section 3.3.3.C. Immediate Neighborhood Impact which establishes a subjective standard in the process for review and approval of the master plan. This section invites adjoining landowners to object to any commercial use of the property as detrimental or offensive to adjacent properties, regardless of the suitability of the submitted master plan or the appropriate resolution of traffic and infrastructure concerns. Because of this subjective approval process, the change in zoning of the 4J property to Optional results in substantial uncertainty for a potential developer that cannot be relieved by submitting a conceptual master plan that addresses site and structure suitability, connectivity and traffic flow.

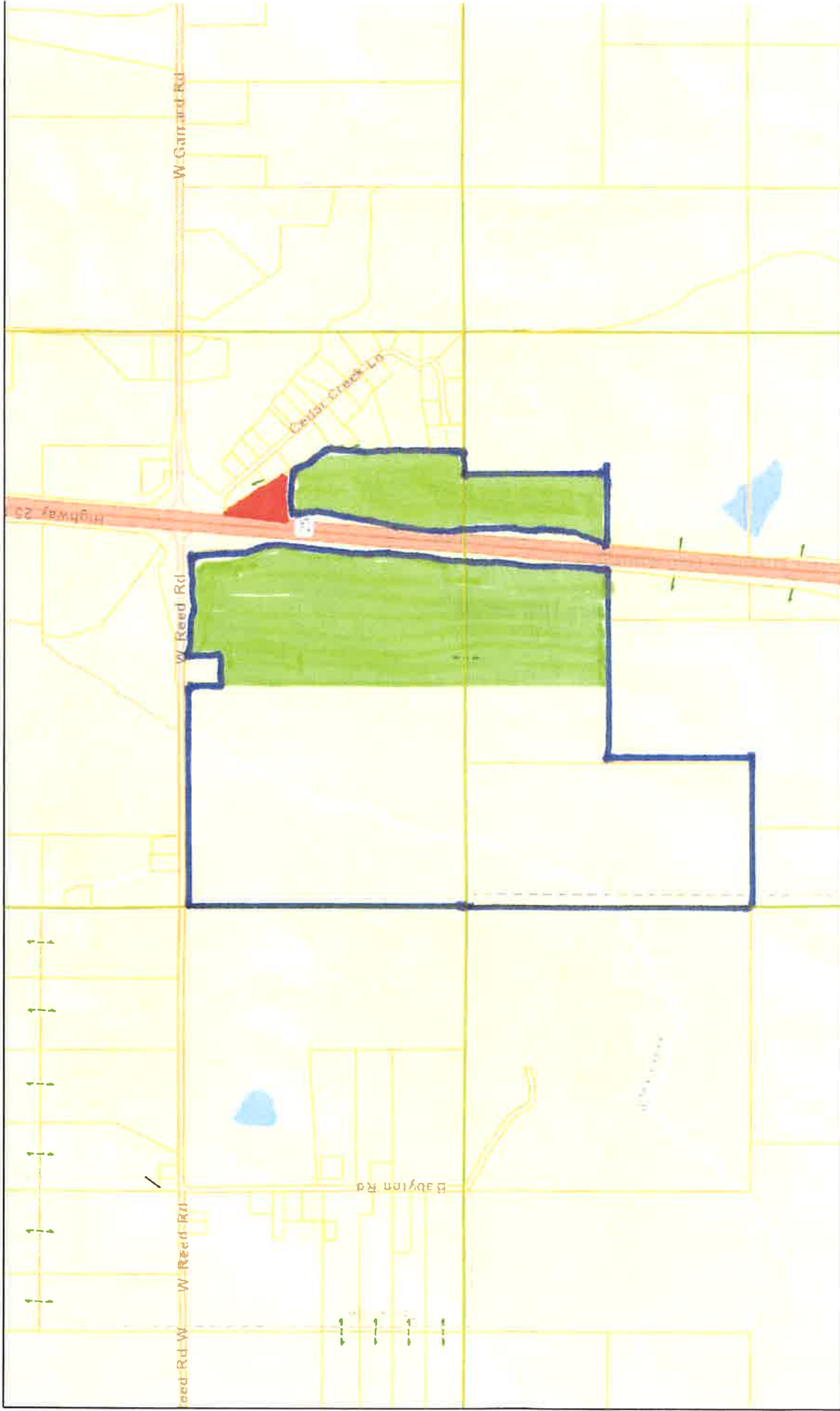
Please note that the 4J property is currently zoned C2 General Business and has been zoned as such for 20 years or more. The current C2 General Business zoning entitles 4J to commercial development without notice to adjoining landowners or use approval from the City. By zoning the property Optional Commercial, the City would be extending 4J the certainty of commercial development by right, without taking anything away from the adjoining landowners, who currently do not have any standing to protest what would be currently permitted commercial use of the property.

We request that the City zone the 4J property on the east of Highway 25 and a portion of the frontage property on the west of Highway 25 as Optional Commercial Development (O-C). The applicable property is highlighted in green on the enclosed map, which also shows the adjoining commercially developed property. The request covers less than half the 4J property currently zoned as C2 General Business. This property is particularly suited for commercial use as there are multiple access points already constructed along Highway 25 allowing direct access to the 4J property from both sides of the Highway. The property on the east side of Highway 25 abuts already developed commercial office property to the north (shown in red on the map). The frontage property on the west side of Highway 25 abuts a fire station on property previously donated to the City by 4J for that purpose.

The O-C classification would eliminate the requirement that a developer go through the public notice process in order to use the property for its highest and best use. With this zoning, the City can still address connectivity and traffic flow concerns through the plat approval process. If a developer decides to use the property for residential or industrial development, that developer can voluntarily go through the application process to have the use changed to the other optional classifications, as needed. Moving from O-C to any of the other optional districts will be an easier process for the developer because you are moving from a higher density option similar to the current C2 General business zoning to a lower density option, instead of vice-versa.

Other than maintaining the current C-2 General Business commercial zoning, our proposal represents the most consistent classification of the property available to continue accessibility to the highest and best use of the property in accordance with the Comprehensive Plan. This proposal lets the landowner retain much of the flexibility, marketability and value of the property while allowing the City the ability to manage future connectivity, traffic flow and the provision of City services.

Oktribeha County, MS



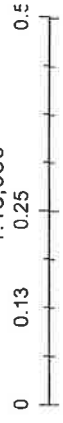
11/25/2019, 10:53:55 AM

PARCELS — LEADER_LN

SECTION_LN — LANDHOOK_LN

Blue - 43-I, LP property
Green - proposed Optional Commercial

1:18,056



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), OpenStreetMap contributors, and the GIS User Community

Page 3
December 2, 2019

We are glad to discuss the proposal at your convenience and answer any questions or concerns.

Sincerely,
BRUNINI, GRANTHAM, GROWER & HEWES, PLLC



Jason E. Sharp

JES/alg
Enclosures

cc: Honorable Mayor Lynn Spruill (*via email*)
Daniel Havelin (*via email*)
Emily Corbin (*via email*)
Chris Latimer, City Attorney (*via email*)



GUYTON PROPERTIES, LLC

302 SPRING STREET
STARKVILLE, MISSISSIPPI 39759
TELEPHONE 662-323-9767
www.guytonproperties.com

November 20, 2019

Mr. Sungman Kim, Community Development Director
City of Starkville
110 West Main Street
Starkville, MS 39759

Dear Mr. Kim:

It has been brought to our attention that the city's proposed plan to change the zoning structure in Starkville will adversely affect three investment properties of ours.

The parcel ID's are 117M-00-275.00, 117M-00-276.00 and 117M-00-277.00.

The properties are on the north side of Collegeview Drive and adjoin the Mississippi State University property. Our properties have been zoned C1, neighborhood commercial, for almost sixty years. It appears the new city plan will change this zoning to TN-E, traditional neighborhood - existing.

We are firmly opposed to this change. Under Mississippi law it is established that in order to change a zoning, a change in the character of the neighborhood must be present. To change this property from a commercial zoning to a residential zoning, the neighborhood would need to have changed to a more residential status. **This is the opposite of what is happening in Collegeview.** The adjoining property to the east has now been redeveloped from a strictly residential multi-family use to a mixed use including a substantial amount of commercial square footage. The adjoining property to the north now has an institutional use as a mosque. The property to the south of the neighborhood in the Cotton District is now a transect district with mixed use. The majority of the residential properties in the Collegeview area are now rental/investment properties.

The best use of the Collegeview corridor would be to follow the university's lead and develop the rest of Collegeview Drive as T5.

In the past six months we have begun engineering and design work to enhance our property for continued use as a commercial property. We will have to take whatever steps are necessary to preserve the commercial zoning to protect our investment.

Respectfully,

Mark Guyton

Open Letter to Mayor Lynn Spruill, Aldermen Vaughn, Perkins, Little, Carver, Sistrunk, Walker, Beatty

I am writing this letter in opposition to the proposed regulations on short term rentals in Starkville, MS. As president of the Oktibbeha County NAACP, it is my honor and duty to uphold the partnerships between our National NAACP and other entities. Our National NAACP has partnered with AIRBNB to promote travel, offer new economic opportunities to communities of color, and to fight discrimination on all levels.

The economic issue is imperative to consider. These regulations will create a negative impact on our economy. Home sales will plummet, creating a domino effect for: builders/developers, realtors, home inspectors, appraisers, lending institutions, cleaning services, landscape companies, restaurants, and retail establishments. It would also have a negative impact on the second home market in Starkville.

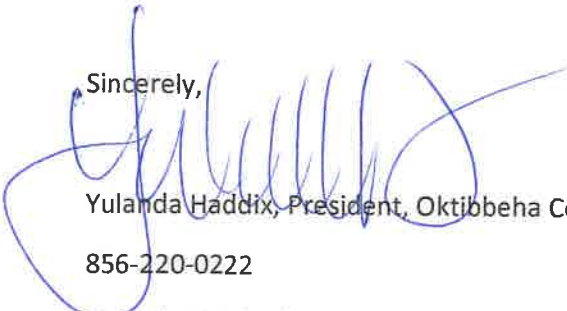
The issue is discriminatory. Imposing permit fees and fines on property owners of short-term rentals is discriminatory. The same rules and regulations should apply to long-term rentals.

Government interference such as this just adds more regulation on the local level! It creates a lack of competition for week-end visitors which, in turn, drives prices UP for our tourism and negatively impacts our entire city. A university town depends on the dollars tourists spend to supplement our tax base.

The short term rental ordinance would impair a fundamental right of private property ownership by making the "right to rent" a mere privilege, subject to permit approval. It would also treat the property right to rent one's residence on a short-term basis as an unlawful business that requires the privilege of a license to exist!

The concerns about any potential negative impacts of short-term rentals can be addressed through existing City ordinances. I urge you, on behalf of the entire membership of the NAACP, to oppose this ordinance!

Sincerely,



Yulanda Haddix, President, Oktibbeha County Chapter of NAACP

856-220-0222

Yulanda114@aol.com

Attachment

earnings from this partnership with the NAACP. The NAACP and Airbnb will also collaborate on a series of projects to support Airbnb's ongoing efforts to increase workforce diversity, as well as support Airbnb's supplier diversity goals.

As the original social justice organization, the NAACP has been at the front lines of the fight to create economic opportunities for African American families for 108 years. The agreement with Airbnb builds on this work by creating a 21st century partnership that makes housing more affordable and drives new economic activity to communities of color.

"For too long, black people and other communities of color have faced barriers to access new technology and innovations," said **Derrick Johnson, interim president and CEO of the NAACP**. "This groundbreaking partnership with Airbnb will help bring new jobs and economic opportunities to our communities. Airbnb's commitment to that goal is a tremendous step in the right direction for Silicon Valley to opens its doors to African-Americans and other communities."

"Airbnb is democratizing capitalism. Instead of a corporation controlling the supply and distributing the profits, hosts decide when they offer their space and keep 97% of what they charge for their listing," said **Belinda Johnson, Airbnb's Chief Business Affairs Officer**. "Our fastest-growing communities across major US cities are in communities of color and we've seen how home sharing is an economic lifeline for families. This partnership will build on this incredible progress. The NAACP is unrivaled in its tireless work to expand economic opportunities for minority communities and we look forward to collaborating with their talented team."

Economic Opportunity is one of the NAACP's six "Game Changer" issues. As such, the NAACP recognizes the importance of the economy and economic issues in advancing an equal opportunity society and aims to address the challenging economic realities facing our country including poverty, lack of jobs and disproportionate high unemployment, lack of affordable housing and foreclosures. Through its Economic Department, the NAACP works to enhance the capacity of African-Americans and other underserved groups through financial economic education; individual and community asset building initiatives; diversity and inclusion in business hiring, career advancement and procurement; and monitoring financial banking practices.

Analyses have shown that Airbnb and home sharing can provide significant economic benefits to communities that have not benefitted from tourism in the past. Up to 50 percent of guest spending occurs in the neighborhoods where guests stay and communities of color are some of the fastest growing neighborhoods in the Airbnb community. A [2016 study of the New York City host community](#) found that the number of Airbnb guests grew 78 percent year-over-year in the 30 city zip codes with the highest percentage of black residents, compared to 50 percent city-wide. Similar studies of Airbnb host communities in [Chicago's South Side](#) and [Washington, DC's Anacostia neighborhood](#) found even higher rates of growth.

The Airbnb-NAACP partnership includes a series of commitments:

Community Outreach & Education. Local NAACP chapters will work with Airbnb to launch a grassroots, community-based campaign to educate more people on the economic benefits of hosting and bringing more travelers to communities of color. The campaigns will include a series of in-person community meetings, online and offline outreach efforts, and educational campaigns on issues regarding fair and affordable housing.

Revenue Sharing. Airbnb will share 20 percent of the earnings it receives as a result of these new community outreach efforts with the NAACP. Host earnings will not be impacted by this initiative. Additional details regarding this initiative will be announced in the weeks ahead.

A Diverse Employee Base. According to the most recent figures, 9.64 percent of all United States-based Airbnb employees are from underrepresented populations. Increasing diversity in its workforce is a key priority for Airbnb, which has set a goal of increasing the percentage of its employees from underrepresented populations in the U.S. to 11 percent by the end of 2017. The NAACP will provide support and guidance as Airbnb works toward this goal.

Supplier Diversity. The NAACP will serve as a formal adviser to Airbnb's Supplier Diversity Program to better connect Airbnb with diverse businesses who can help meet the growing

company's needs. Airbnb has set a goal that 10 percent of its total procurement spend goes to suppliers owned by underrepresented communities, women, veterans, members of the LGBTQ community, and businesses in Historically Underutilized Business Zones by the end of 2019.

Airbnb's mission is to create a world where anyone can belong anywhere and the company has worked to leverage its platform for good around the world. In the last year, Airbnb has set a goal of providing temporary housing for 100,000 displaced people, forged partnerships to provide [economic opportunities for women in India](#) and is creating new ways to recognize and promote hosts who commit to pay their house cleaners a living wage of \$15 per hour or more.

Airbnb has also worked to implement a series of steps to help fight discrimination, promote inclusion and diversify its community and employee base including, but not limited to:

Everyone who uses Airbnb must agree to the Community Commitment, a pledge to treat everyone in the community with respect and without judgment or bias, regardless of race, religion, national origin, ethnicity, disability, sex, gender identity, sexual orientation or age.

Airbnb has surpassed our goal of making 1 million listings available via Instant Book. Today, Airbnb has 1.4 million Instant Book listings available, and 60 percent of all reservations are now booked instantly. Instant Book lets hosts offer their homes for immediate booking without requiring prior approval of a specific guest.

Under Airbnb's Open Doors policy announced last fall, if a guest is unable to book a listing and feels that it's due to discrimination, a specially trained team of Airbnb employees, available 24/7, will ensure that the guest finds a place to stay.

Anyone who violates Airbnb's policies may be immediately and permanently banned from using Airbnb.

Last fall, Airbnb also engaged a preeminent US expert to help develop trainings for hosts that will help reduce unconscious bias. After launching the training and promoting it to US hosts, Airbnb continues to make it available online.

Nearly 100 percent of Airbnb employees have completed anti-bias training, and Airbnb has created a permanent team of engineers, data scientists, researchers and designers whose sole purpose is to advance belonging and inclusion, and to root out bias.

About the NAACP

Founded in 1909, the NAACP is the nation's oldest and largest nonpartisan civil rights organization. Its members throughout the United States and the world are the premier advocates for civil rights in their communities. You can read more about the NAACP's work and our Economic Opportunity "Game Changer" issue by visiting <http://www.naacp.org/issues/economic-opportunity/>.

About Airbnb

Founded in 2008, Airbnb's mission is to create a world where people can belong when they travel by being connected to local cultures and having unique travel experiences. Its community marketplace provides access to millions of unique accommodations from apartments and villas to castles and treehouses in more than 65,000 cities and 191 countries.

With Experiences, Airbnb offers unprecedented access to local communities and interests, while Places lets people discover the hidden gems of a city as recommended by the people that live there. Airbnb is people powered and the easiest way to earn a little extra income from extra space in a home or from sharing passions, interests and cities.

16. CONSIDERATION OF THE CITY OF STARKVILLE CLAIMS DOCKET

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, to approve the City of Starkville Claims Docket for all departments including Starkville Utilities, as of November 25, 2019 for fiscal year ending 9/30/20, 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. 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 Hamp Beatty	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	\$ 447,623.81
Airport Fund	015	35,042.66
Airport – Restricted Fund	016	15,592.05
Sanitation	022	89,469.98
Computer Assessments	107	175.00
Industrial Park Bond	303	5,967.63
Linkage TAP Project	310	44,500.00
2018 Public Improv Bonds	319	24,744.65
Trust & Agency	610	40,517.52
Economic Dev, Tourism, Conv	630	103,083.87
Payroll	681	60.31
Sub Total Before Utilities		\$ 806,777.48
Utilities Dept.	SED	491,854.06
Total Claims	Total	\$ 1,298,631.54

17. MOTION TO RECESS UNTIL DECEMBER 17, 2019 @ 5:30 IN THE COURT ROOM AT 110 WEST MAIN STREET.

Upon the motion of Alderman Little, duly seconded by Alderman Vaughn, for the Board of Aldermen to recess the meeting until December 17, 2019 @ 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 _____ 2019.

Attest:

D. LYNN SPRUILL, MAYOR

LESA HARDIN, CITY CLERK

(SEAL)



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

AGENDA ITEM DEPT.: Community Dev.- Planning
AGENDA DATE: December 17, 2019
PAGE: Page 1 of 702

SUBJECT:

Public Hearing and Consideration on the Unified Development Code, update of the City of Starkville's Official Zoning Map, and the revision, deletion, and/or relocation of several chapters and subsections in the Code of Ordinances.

HISTORY:

2015

- **July 21-** Public Kick-Off Meeting Comprehensive Plan
- **August 11-12-** Key Person Interviews
- **August 11-12-** Stakeholder Focus Group Meetings
- **September-** Build-Out Scenario sessions
- **October-** Planning Principles sessions
- **October 19-22-** Charrette & Concept Plan

2016

- **March 30-** Supplemental Public Input Sessions
- **May 26-** Supplemental Public Input Sessions
- **September 28-** Supplemental Public Input Sessions
- **December 20-** Public hearing on the Comprehensive Plan

2017

- **June 20-** Public hearing and adoption of the Comprehensive plan

2018

- **February 6-** 1st public hearing on section 1 and 2 of the UDC- Board of Aldermen
- **February 16-** public hearing on section 1 and 2 of the UDC- Planning and Zoning Commission
- **March 6-** 2nd public hearing on section 1 and 2 of the UDC- Board of Aldermen

2019

- **October 1-** 1st public hearing on updating the Comprehensive Plan placetype map
- **October 3-** 1st public input session on the Unified Development Code
- **October 15-** 2nd public hearing and adoption on updating the Comprehensive Plan placetype map
- **October 22-** 2nd public input session on the Unified Development Code
- **November 12-** 1st public hearing on the Unified Development Code with Planning and Zoning Commission
- **November 20-** Planning and Zoning Commission work session on Optional District procedures
- **November 25-** Board of Aldermen work session on Unified Development Code
- **December 3-** 2nd public hearing on the Unified Development Code with Board of Aldermen (1st with Board of Aldermen)

SUMMARY:

Unified Development Code (Attachment 1)

<https://www.cityofstarkville.org/DocumentCenter/View/3098/UDC-Draft-50-12-05-19>

The Unified Development Code (UDC) is a document in which zoning and subdivision regulations are combined with development regulations and other use-oriented regulations into one document. The Unified Development Code will replace Appendix A- Zoning, Appendix B- Subdivisions, and several other whole chapters or sections of chapters related to development found throughout the Code of Ordinances. The UDC is comprised of the following 18 sections:

Section 1. INTRODUCTION

Section 2. ADMINISTRATIVE & GOVERNING BODIES

Section 3. PROCEDURES & PROCESSES

Section 4. ZONING DISTRICTS & PROVISIONS

Section 5. FORM-BASED DISTRICTS

Section 6. RESIDENTIAL USE DISTRICTS

Section 7. COMMERCIAL USE DISTRICTS

Section 8. INDUSTRIAL USE DISTRICTS

Section 9. SPECIAL DISTRICTS

Section 10. OPTIONAL DISTRICT

Section 11. OVERLAY DISTRICTS

Section 12. PLANNED UNIT DEVELOPMENT

Section 13. USE REGULATIONS AND USE STANDARDS

Section 14. DEVELOPMENT STANDARDS

Section 15. SUBDIVISION STANDARDS

Section 16. ENVIRONMENTAL

Section 17. BUILDING AND HOUSING CODE

Section 18. DEFINITIONS

Official Zoning Map (Attachment 2)

<https://www.cityofstarkville.org/DocumentCenter/View/3099/UDC-Draft-50-Zoning-Map-12-4-19>

The Official Zoning District Map of Starkville Mississippi will also be updated. All property within all zoning districts within the corporate limits of the city of Starkville will be amended to a new designation and/or classification based on the Placetypes found in the Comprehensive Plan.

Other Chapters and Subsections (Attachment 3-14)

<https://www.cityofstarkville.org/DocumentCenter/View/3054/Attachment-3-14>

The following Chapters and Subsections in the City of Starkville Code of Ordinances will need to be revised, deleted, or relocated into the UDC:

CHAPTER 2- ADMINISTRATION (Attachment 3)

- Revised Article I- In General, Sec 2-2. Modified language to reference advisory boards in Section 2 of the UDC.
- Revised and relocated Article V- Planning and Zoning Commission to Section 2 Administrative & Governing Bodies, 2.2 Planning & Zoning Commission of the UDC
- Revised and relocated Article VI- Board of Adjustment and Appeals to Section 2 Administrative & Governing Bodies, 2.3 Board of Adjustment and Appeals of the UDC
- Removed Article VIII- Park Commission

CHAPTER 26- BUILDINGS AND BUILDING REGULATIONS (Attachment 4)

- Revised and relocated entire chapter to Section 17 Building and Housing Code of the UDC.

CHAPTER 30- BUSINESSES (Attachment 5)

- Revised and relocated Article III Sexually Oriented Business to Section 13 Use Regulations and Use Standards, 13.7.1 Adult Oriented Business of the UDC

CHAPTER 54- ENVIRONMENT (Attachment 6)

- Revised and relocated entire chapter into Section 16 Environmental of the UDC. Added Sidewalks and Parking Lots and Tree Protection

CHAPTER 58- FIRE PREVENTION AND PROTECTION (Attachment 7)

- Revised Article II Sec 58-26, Sec 58-31, Sec 58-34, and Sec 58-35. Adding new section Sec 58-59 and Sec 58-60.

CHAPTER 62- FLOODS (Attachment 8)

- Relocated entire chapter into Section 16 Environmental, 16.10 Flood Damage Prevention Ordinance of the UDC. Only change was reformatting numbering to coincide with new section.

CHAPTER 67- HISTORICAL PRESERVATION (Attachment 9)

- Revised and relocated entire chapter into Section 2 Administrative & Governing Bodies and Section 3 Procedures & Processes of the UDC.

CHAPTER 78- MANUFACTURED HOMES AND TRAILERS (Attachment 10)

- Revised and relocated entire chapter into Section 13 Use Regulations, 13.5.8 Dwelling, Manufactured and Modular Home of the UDC. CHAPTER 94- SOLID WASTE- modifying sections

CHAPTER 94- SOLID WASTE (Attachment 11)

- Revised terminology to match terminology in UDC and relocated Sec. 94-32 to Section 14 Development Standards of UDC.

CHAPTER 98- STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES (Attachment 12)

- Revised and relocated contents of entire chapter into Section 14 Development Standards and Section 15 Subdivision Standards of the UDC.

CHAPTER 104- TELECOMMUNICATIONS (Attachment 13)

- Revised and relocated entire chapter to Section 13 Use Regulations and Use Standards, 13.9.5 Telecommunication Facilities and 13.9.7 Portable Telecommunication Facilities of the UDC.

CHAPTER 112- VEGETATION (Attachment 14)

- Revised and relocated entire chapter into Section 14 Development Standards, 14.6 Development Standards Chart and 14.13 Landscaping of the UDC.

APPENDIX A- ZONING

- Removed in its entirety

APPENDIX B- SUBDIVISIONS

- Removed in its entirety

Changes from Draft 4 to Draft 5 (Attachment 15)

<https://www.cityofstarkville.org/DocumentCenter/View/3097/Draft-5-Changes>

Recommended Changes to Draft 5. (Attachment 16 and 17)

Requested Changes to Section 3.3 from Jason Sharp by email received on Monday December 9, 2019 (Attachment 16).

<https://www.cityofstarkville.org/DocumentCenter/View/3106/Attachment-16>

Staff agrees with most of the request and has revised Section 3.3 based on the request (Attachment 17).

<https://www.cityofstarkville.org/DocumentCenter/View/3105/Attachment-17>

REQUESTING

DEPARTMENT: Community Development

DIRECTOR'S

AUTHORIZATION: Dr. Simon Kim

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 Unified Development Code, update of the City of Starkville's Official Zoning Map, and the revision, deletion, and/or relocation of several chapters and subsections in the Code of Ordinances with replacement of Section 3.3 with the recommended changes on Attachment 17. Planning staff shall be authorized to make corrections to any formatting or grammatical errors discovered prior January 16, 2020 if the correction does not modify or alter any requirements in the Unified Development Code or chapters and subsections that are to be revised, deleted, and/or relocated.



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

AGENDA ITEM DEPT.: Community Dev.- Planning
AGENDA DATE: December 17, 2019
PAGE: Page 1of 12

SUBJECT:

Public Hearing and consideration under Miss. Code Ann. § 21-19-11 to determine whether the building(s) located at 100 Dr. Martin Luther King Jr. Drive with the parcel number 118P-00-149.00 is a menace to the public health, safety, and welfare of the community.

SUMMARY:

August 26, 2014: Code enforcement complaint was first filed.

March 21, 2016: Code enforcement officer determined that the house on the subject property (Parcel # 118P-00-149.00) was not fit for human habitation, and the notification letter sent out.

April 5, 2016: The property was adjudicated at the public hearing with a public notification published on March 22, 2016.

January 22 and 31, 2018: Advertisements for bids to remove the building were published, but the work ended unsuccessful.

Miss. Code Ann. § 21-19-11 allows the municipality to clean the site within the one-year period after the date of the hearing at which the property of parcel of land was adjudicated.

The Board of Aldermen allowed the staff initiating the process of Miss. Code Ann. § 21-19-11 to clean the property at their meeting on November 19, 2019.

All required notification went out on November 20, 2019.

REQUESTING

DEPARTMENT: Community Development

DIRECTOR'S

AUTHORIZATION: Dr. Simon Kim

FOR MORE INFORMATION CONTACT:

Simon Kim @ 662-323-2525 ext. 3119

SUGGESTED MOTION:

Move determine that the building(s) located at 100 Dr. Martin Luther King Jr. Drive with the parcel number 118P-00-149.00 is a menace to the public health, safety, and welfare of the community under Miss. Code Ann. § 21-19-11.





Ms. Ava L. Moore
70 Akins Road
Starkville, MS 39759

NOTICE

PARCEL NUMBER: 118P-00-149.00

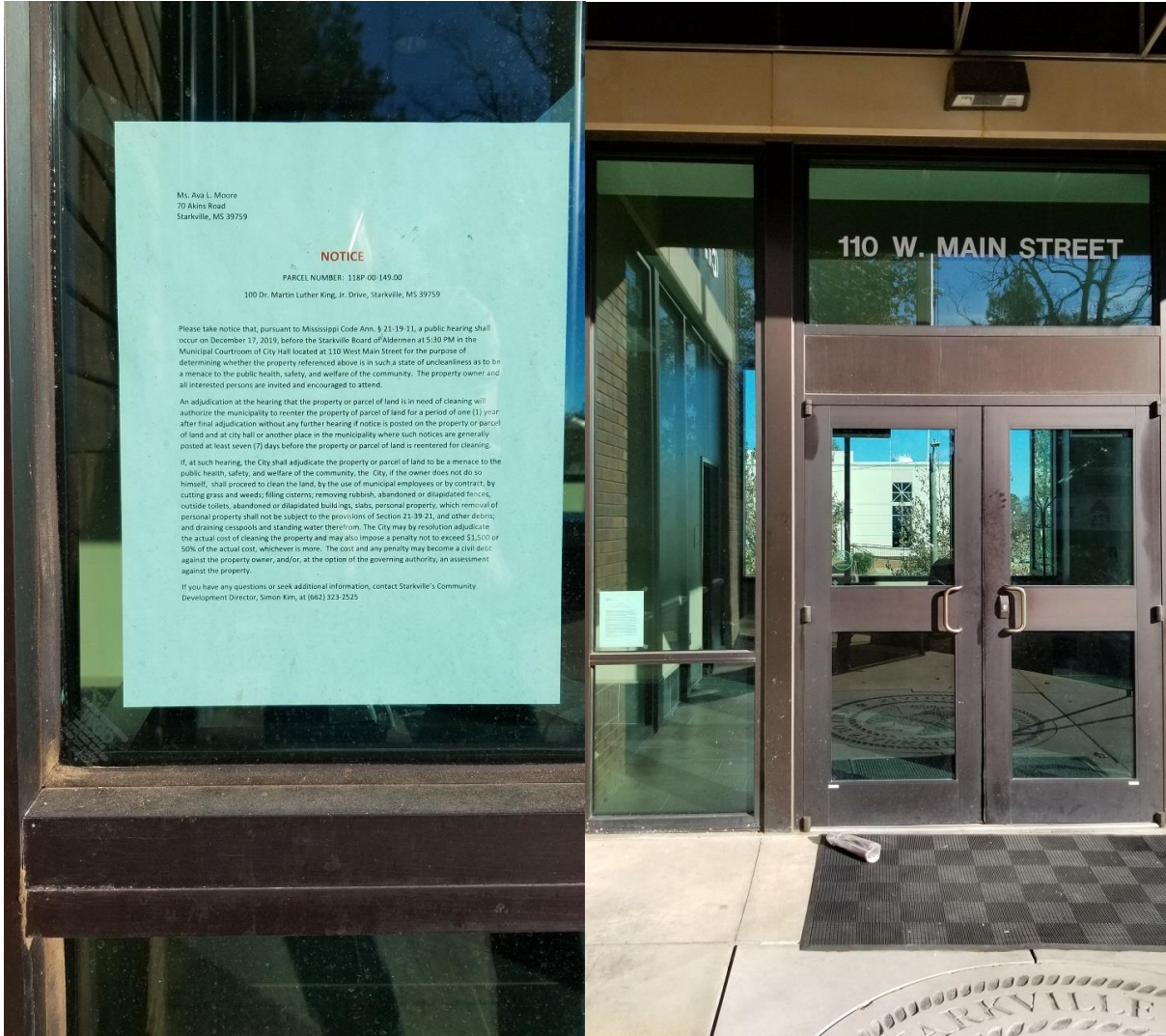
100 Dr. Martin Luther King, Jr. Drive, Starkville, MS 39759

Please take notice that, pursuant to Mississippi Code Ann. § 21-19-11, a public hearing shall occur on December 17, 2019, before the Starkville Board of Aldermen at 5:30 PM in the Municipal Courtroom of City Hall located at 110 West Main Street for the purpose of determining whether the property referenced above is in such a state of uncleanness as to be a menace to the public health, safety, and welfare of the community. The property owner and all interested persons are invited and encouraged to attend.

An adjudication at the hearing that the property or parcel of land is in need of cleaning will authorize the municipality to reenter the property or parcel of land for a period of one (1) year after final adjudication without any further hearing if notice is posted on the property or parcel of land and at city hall or another place in the municipality where such notices are generally posted at least seven (7) days before the property or parcel of land is reentered for cleaning.

If, at such hearing, the City shall adjudicate the property or parcel of land to be a menace to the public health, safety, and welfare of the community, the City, if the owner does not do so himself, shall proceed to clean the land, by the use of municipal employees or by contract, by cutting grass and weeds; filling cisterns; removing rubbish, abandoned or dilapidated fences, outside toilets, abandoned or dilapidated buildings, slabs, personal property, which removal of personal property shall not be subject to the provisions of Section 21-39-21, and other debris; and draining cesspools and standing water therefrom. The City may by resolution adjudicate the actual cost of cleaning the property and may also impose a penalty not to exceed \$1,500 or 50% of the actual cost, whichever is more. The cost and any penalty may become a civil debt against the property owner, and/or, at the option of the governing authority, an assessment against the property.

If you have any questions or seek additional information, contact Starkville's Community Development Director, Simon Kim, at (662) 323-2525



Ms. Ava L. Moore
70 Atkins Road
Starkville, MS 39759

NOTICE

PARCEL NUMBER: 118P-00-149-00

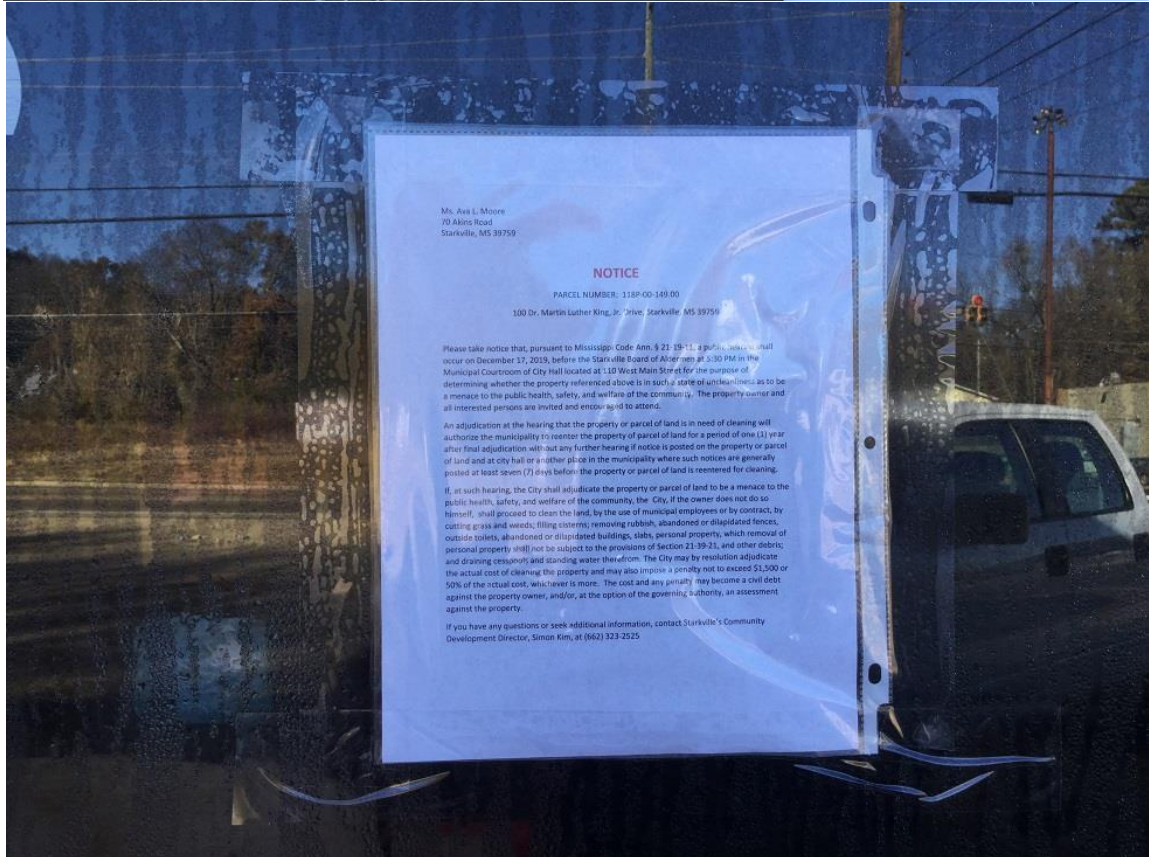
100 Dr. Martin Luther King, Jr. Drive, Starkville, MS 39759

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If you have any questions or seek additional information, contact Starkville's Community Development Director, Simon Kim, at (662) 323-2525.



projects provided the job does not exceed 7500 square feet and three (3) floors in height.

MSBOC http://www.msbo.us/?page_id=101

Ms. Ava L. Moore
70 Akins Road
Starkville, MS 39759

NOTICE

PARCEL NUMBER: 118P-00-149.00

100 Dr. Martin Luther King, Jr. Drive, Starkville, MS 39759

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If you have any questions or seek additional information, contact Starkville's Community Development Director, Simon Kim, at (662) 323-2525

MS. Ava L. Moore

STARKVILLE
822 TAYLOR ST
STARKVILLE, MS 39759-9998
277696-0259
(800)275-8777
11/20/2019 11:45 AM

Product	Qty	Unit Price	Price
First-Class Mail® Letter (Domestic) (STARKVILLE, MS 39759) (Weight: 0 Lb 0.80 Oz) (Estimated Delivery Date) (Friday 11/22/2019)	1	\$0.55	\$0.55
Certified (USPS Certified Mail #) (70190700000054728059)			\$3.50
Return Receipt (USPS Return Receipt #) (9390940253379154537329)			\$2.80
Affixed Postage (Affixed Amount: \$6.85)			(\$6.85)
Total:			\$0.00

7019 0700 0000 5472 8059

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

STARKVILLE, MS 39759

Official Use

Certified Mail Fee	\$3.50	0259
Return Receipt (Envelopes)	\$2.80	09
Return Receipt (Electronic)	\$0.00	
Certified Mail Restricted Delivery	\$0.00	
Adult Signature Required	\$0.00	
Adult Signature Restricted Delivery	\$0.00	
Postage	\$0.55	
Total Postage and Fees	\$6.85	11/20/2019

Ms. Ava L. Moore
10 Akins Road
Starkville, MS 39759

PS Form 3800, April 2018 PSN 7530-02-000-9047 See Reverse for Instructions

M. Zuma

Resident

=====

STARKVILLE
822 TAYLOR ST
STARKVILLE, MS 39759-9998
277696-0259
(800)275-8777
11/20/2019 11:47 AM

=====

Product	Qty	Unit Price	Price
First-Class Mail® Letter	1	\$0.55	\$0.55
(Domestic)			
(STARKVILLE, MS 39759)			
(Weight: 0 Lb 0.80 Oz)			
(Estimated Delivery Date)			
(Friday 11/22/2019)			
Certified			\$3.50
(USPS Certified Mail #)			
(7019070000054728066)			
Return Receipt			\$2.80
(USPS Return Receipt #)			
(9590940253379154537312)			
Affixed Postage			(\$6.85)
(Affixed Amount: \$6.85)			
Total:			\$0.00

=====

7019 0700 0000 5472 8066

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Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

STARKVILLE, MS 39759

POSTAGE

Certified Mail Fee	\$3.50
Extra Services & Fees (check box, add fee if applicable)	\$2.80
☐ Return Receipt (hardcopy)	\$0.00
☐ Return Receipt (electronic)	\$0.00
☐ Certified Mail Restricted Delivery	\$0.00
☐ Adult Signature Required	\$0.00
☐ Adult Signature Restricted Delivery	\$0.00
Postage	\$0.55
Total Postage and Fees	\$6.85

Sent To: Resident
100 Dr. Martin Luther King Dr.
Starkville, MS 39759

Postmark Here
NOV 20 2019

PS Form 3800, April 2015 PSN 7530-02-000-0047 See Reverse for Instructions

M Quinn

M. Quinn

7019 0700 0000 5472 8080

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee \$3.50

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy)	\$2.80
☐ Return Receipt (electronic)	\$0.00
☐ Certified Mail Restricted Delivery	\$0.00
☐ Adult Signature Required	\$0.00
☐ Adult Signature Restricted Delivery	\$0.00

Postage \$0.55

Total Postage and Fees \$3.55

Sent **Current President**
100 Dr. Martin Luther King Dr. East
Starkville, MS 39759

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

0259 03
Postmark Here
11/25/2019

=====

STARKVILLE
822 TAYLOR ST
STARKVILLE, MS 39759-9998
277696-0259
(800) 275-8777
11/25/2019 03:16 PM

=====

Product	Qty	Unit Price	Price
First-Class Mail® Letter	1	\$0.55	\$0.55
(Domestic)			
(STARKVILLE, MS 39759)			
(Weight: 0 Lb 0.40 Oz)			
(Estimated Delivery Date)			
(Wednesday 11/27/2019)			
Certified			\$3.50
(USPS Certified Mail #)			
(7019070000054728080)			
Return Receipt			\$2.80
(USPS Return Receipt #)			
(9590940253379154537275)			
Affixed Postage			(\$6.85)
(Affixed Amount: \$6.85)			
			\$0.00

=====

11/25/19

Oktibbeha County Mississippi



Delta Computer Systems, Inc.

The Server will be unavailable Sunday, November 17, 2019
for routine maintenance.

The Server will also be unavailable for about an hour
November 25, 2019 starting around 10:00 A.M. for routine maintenance.

We apologize for any inconvenience this may cause.

Property Link

OKTIBBEHA COUNTY, MS

Current Date 11/13/2019

Tax Year 2019

Records Last Updated 11/12/2019

PROPERTY DETAIL			
OWNER	MOORE AVA L	ACRES : **NA**	
	70 AKINS RD	LAND VALUE : 50000	
		IMPROVEMENTS : 73940	
	STARKVILLE MS 39759	TOTAL VALUE: 123940	
		ASSESSED : 18591	
PARCEL	118P-00-149.00		
ADDRESS	**NA**		
TAX INFORMATION			
YEAR 2019	TAX DUE	PAID	BALANCE
COUNTY	1061.36	0.00	1061.36
CITY	522.96	0.00	522.96
SCHOOL	1209.90	0.00	1209.90
TOTAL	2794.22	0.00	2794.22
LAST PAYMENT DATE **NA**			
TAXES DELINQUENT PRIOR YEAR			
MISCELLANEOUS INFORMATION			
EXEMPT CODE		LEGAL	LOT 24 D CITY BLOCK 18A
HOMESTEAD CODE	None		811/536 969/67
TAX DISTRICT	511A		MAP 118P DB/PG 467/481 695/553
PPIN	013718		B 969 P 67 12/29/0098
SECTION	34		
TOWNSHIP	19N		
RANGE	14E		
Book 969	Page 67		

[PURCHASE COUNTY TAX SALE FILES](#)

TAX SALES HISTORY, FOR UNPAID TAXES		
<u>Year</u>	<u>Sold To</u>	<u>Redeemed Date/By</u>
2018	R & B FARMS LLC	NOT REDEEMED
2017	S & S PROPERTIES LLC	8/23/2019 MOORE AVA L
2016	LONG LAND INVESTMENTS INC	8/28/2018 MOORE LAWRENCE
2015	DDD INVESTMENTS LLC	8/29/2017 MOORE AVA L
2014	WOODMARK INVESTMENTS LLC	8/29/2016 MOORE AVA L
2013	DEWEESE ROBERT BRENT	6/ 2/2015 MOORE AVA L
2012	DEWEESE ROBERT BRENT	6/ 2/2015 MOORE AVA L
2011	TAYLOR MARY	8/27/2014 MOORE AVA L
2010	PUBLICAN ASSET MANAGEMENT LLC	7/25/2013 MOORE, LAWRENCE



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

**AGENDA ITEM DEPT.: Airport
AGENDA DATE: 12.17.19
PAGE: 1**

SUBJECT: Discussion and consideration of making an appointment to the Municipal Airport Board for a three-year term beginning January 1, 2020 and expiring December 31, 2022.

AMOUNT & SOURCE OF FUNDING N/A

FISCAL NOTE:

AUTHORIZATION HISTORY:

Two letters were submitted to be considered for the vacancy on the Municipal Airport Board. Letters of interest from the applicants, Allen Pepper and Dr. Ronnie Tucker, are attached.

REQUESTING

DEPARTMENT: Board Business

DIRECTOR'S

AUTHORIZATION:

FOR MORE INFORMATION CONTACT:

SUGGESTED MOTION: Move for approval to appoint _____ to the Municipal Airport Board. This will be a three-year appointment with term expiring on December 31, 2022.

December 10, 2019

City of Starkville
Mayor
Board of Alderman

Dear Board,

My name is Allen Pepper, a resident of Starkville and I submit this as my application for the current advertised vacancy to the Starkville Airport Advisory Board.

I am a private pilot and have served on this advisory board in the past. My experience both as a former advisory board member and as a retired Director of Public Safety with the Kansas City Southern Railroad will serve me well to carry out the responsibilities of this position.

Thanks for your consideration.

Sincerely yours,

A handwritten signature in cursive script, appearing to read "A. Pepper", written in dark ink.

Allen Pepper
2414 Douglas McArthur Drive
Starkville, MS 39759
662-617-0727

December 9, 2019

Ms. Vickie M. Hampton
Administrative Assistant
110 West Main Street
Starkville, MS 39759

Ms. Hampton:

My name is Rev. Dr. Ronnie B. Tucker, Sr, and I am writing to express my interest in serving as a member of the Municipal Airport Board of Directors. I am a graduate of Mississippi State University with a PH. D in Public Administration. I was taught by the esteemed Mississippi State Professors such as Dr. Marty Wiseman, and Dr. Melvin C. Ray. I am currently the Pastor of the Mt. Peiler Missionary Baptist Church, here in Starkville, Mississippi. I am also serving as a Chaplain for the Starkville Police Department.

I believe that my educational background and experience will make me a good addition to the existing Board of Directors. I firmly believe in community and civic involvement. It is my belief that one should be engaged in community work as a part of one's citizenship. In the past, I have served on community boards, including but not limited to: Chambersburg Community Improvement Agency (CCIA) of Chambersburg, Pennsylvania. I established the T.O. Wilson Educational Foundation, in Steelton, Pennsylvania. I served for seven (7) years as the President of the African American Minister's Alliance of Steelton, Pennsylvania. I am well experienced in working with diversified communities.

During my tenure as a Professor of Political Science at Shippensburg University, Shippensburg, Pennsylvania; in teaching my Public Administration classes, I placed strong emphasis on understanding the importance of local governing boards and the decision-making process. In view of having taught extensively subject matters pertaining to the principles of decision-making, ethical decision making, policy analysis, policy implementation, as well as policy evaluation; this has provided me with expertise that will be beneficial to the Municipal Airport Board of Directors. I am willing to commit the time required to serve as a member of the Municipal Airport Board; and understand the importance of being fully engaged in the work of the board.

I am a family man; my wife Lenore and I have two adult children and three grandchildren. We are both committed to community involvement. I am excited about the potential of becoming a member of the Municipal Airport Board of Directors and looking forward for an opportunity to discuss my credentials. Please feel free to contact me if you have any further questions. My home phone number is 662-268-8910 and my email address is rtucker066@gmail.com. Thank you for your time and attention regarding this matter.

Sincerely,
Rev. Dr. Ronnie B. Tucker, Sr.
Pastor- Mt. Peiler M.B. Church



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

AGENDA ITEM DEPT.: Community Dev.- Planning
AGENDA DATE: December 17, 2019
PAGE: Page 1of 10

SUBJECT:

Consideration of COA 19-02 Certificate of Appropriateness request by Ken and Gigi Holmes, for the minor exterior addition of a rear covered porch at 511 Greensboro St. on a parcel that is currently zoned R-1 with the property # 102B-00-106.00.

SUMMARY:

The applicant is requesting a Certificate of Appropriateness request for the minor exterior addition of a rear covered porch at 511 Greensboro St. on a parcel that is currently zoned R-1 with the property # 102B-00-106.00.

On December 4, 2019 the Historic Preservation Commission voted 6-0 to recommended approval of this request.

On November 5, 2019 the Board of Aldermen approved a Certificate of Appropriateness request for the modification of the front porch of this property.

REQUESTING

DEPARTMENT: Community Development

DIRECTOR'S

AUTHORIZATION: Dr. Simon Kim

FOR MORE INFORMATION CONTACT:

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

SUGGESTED MOTION:

Move approval of COA 19-02 Certificate of Appropriateness request by Ken and Gigi Holmes, for the minor exterior addition of a rear covered porch at 511 Greensboro St. on a parcel that is currently zoned R-1 with the property # 102B-00-106.00.

THE CITY OF STARKVILLE
COMMUNITY DEVELOPMENT DEPT
CITY HALL, 110 WEST MAIN STREET
STARKVILLE, MISSISSIPPI 39759

STAFF REPORT

TO: Members of the Historic Preservation Commission
FROM: Emily Corban, Assistant City Planner (662-323-2525 ext. 3138)
CC: Applicant: Ken Holmes

SUBJECT: CA 19-02 Certificate of Appropriateness Request by Ken and Gigi Holmes, for the minor exterior addition of a rear covered porch at 511 Greensboro St. on a parcel that is currently zoned R-1 with the property # 102B-00-106.00.

DATE: December 4, 2019

The purpose of this report is to provide information regarding the Certificate of Appropriateness request by Ken and Gigi Holmes, for the minor exterior addition of a rear covered porch at 511 Greensboro St. on a parcel that is currently zoned R-1 with the property # 102B-00-106.00.

COA REQUEST:

The applicant is requesting a Certificate of Appropriateness Request to:

1. Construct a rear covered porch.
 - a. The proposed rear porch is approximately 24 feet wide, 10 feet tall, and 16 feet in depth.

COA HISTORY:

None.

ANALYSIS

Chapter 67- Historic Preservation, Section 32-34 of the City's Code of Ordinances provides criteria for granting a Certificate of Appropriateness request:

Sec. 67-33. - Criteria for issuance of certificates of appropriateness.

The commission and the city shall use the following criteria in granting or denying certificates of appropriateness:

(a) General factors:

- (1) Architectural design of existing building, structure, or appurtenance and proposed alteration;
- (2) Historical significance of the resource;
- (3) General appearance of the resource;
- (4) Condition of the resource;

- (5) Materials composing the resource;
- (6) Size of the resource;
- (7) The relationship of the above factors to, and their effect upon the immediate surroundings and, if within a historic district, upon the district as a whole and its architectural and historical character and integrity.

(c) *Exterior alteration:*

- (1) All exterior alterations to a building, structure, object, site, or landscape feature shall be compatible with the resource itself and other resources with which it is related, as is provided in [section 67-33](#)(a) and (b), and the original design of a building, structure, object, or landscape feature shall be considered in applying these standards.
- (2) Exterior alterations shall not affect the architectural character or historic quality of a landmark and shall not destroy the significance of landmark sites.

STARKVILLE HISTORIC PRESERVATION DESIGN GUIDELINES RECOMMEND:

PORCHES

Porch is a broad term that encompasses porticoes, galleries, piazzas, and verandas — terms that are both regionally and architecturally inspired. For example, in Natchez, “gallery” is the common term for the porches that are such an integral part of the city’s architecture. However, in Charleston, South Carolina, the popular term is “piazza.” A porch is often a dominant architectural feature of a historic building and is both functional and decorative. It provides shade and outdoor living space in the summer and protects entrances from the elements. A historic porch, with its columns, posts, balustrades, brackets, or other decorative details, also helps to define a building’s architectural style and period of construction.

Porch components include columns or posts, which are the vertical members that support the roof structure. They can either be full height from the floor to the ceiling or can be shorter and sit on masonry piers that extend from the porch floor or ground level. Column styles vary from simple wood posts to turned columns, box columns, or versions of the classical orders including Tuscan, Doric, Ionic, Corinthian, and Composite. Within the classical orders there are smooth columns or fluted columns, which have shallow concave grooves running vertically up the column shaft.

Often a set of short vertical elements known as balusters support a horizontal rail between columns. The balusters together with the rail are termed a balustrade. Baluster designs should correspond to the architectural style of the building. Versions of wood balusters include turned (of various shapes and design), square, and flat-sawn-cut. Balusters can also be made of iron or other metals. In some cases historic houses were built without a balustrade and one should not be installed on them unless required for safety. If a balustrade does need to be installed it should be appropriate for the style of the building.

MAINTENANCE AND REPAIR

Porches are one of the most expressive architectural features of historic buildings. They provide an enjoyable outdoor living space and protect openings from weather. Most porches are constructed of wood components and require regular maintenance. Deferring maintenance can lead to failure of porch members and decking requiring expensive repair or replacement. Simple failure to clean and maintain gutters can cause deterioration of porch posts or columns, which are often difficult to repair and particularly expensive to replace.

If possible, retain and repair original porch materials and detailing. The materials that were used to build a historic porch are usually far superior to what is available today. Instead of replacing, epoxies can be used to repair deteriorated sections of original turned posts, columns, and balusters. Butt joints are more subject to rot from water infiltration, so repairs to box columns and square- or rectangular-cross-section posts should be made with sloping joints to shed water.

Failure to paint and maintain porch decking accelerates the deterioration of perimeter beams and joists. Bases of posts and columns should be periodically checked for signs of settlement, which indicates deterioration and compression of supporting perimeter beams. Porches should be routinely painted, and joints, cracks in posts, columns, and balustrades should be carefully caulked to prevent water infiltration.

Improper repair of deteriorated tongue-and-groove flooring can hasten deterioration. When making repairs to porch decking, do not saw the rotten ends of tongue-and-groove flooring back to the first supporting joist as this will create a junction that will be particularly vulnerable to water damage. Differences in thickness between old and new flooring can also create depressions that hold water.

Avoid installing landscaping close to porches, as it tends to obscure porch components, trap moisture, and hide any deterioration. The root systems of trees planted near concrete porch decks or patios can also cause damage to the slabs

REPLACEMENT, ALTERATION, AND INSTALLATION

If historic porch materials are too deteriorated to repair, replacements should duplicate, as closely as possible, the deteriorated original. Inappropriate replacements alter the historic appearance of a historic building and greatly devalue its architectural significance. Among the most common inappropriate replacements are substituting poured concrete for an original wood porch, removing wood columns or posts and installing metal substitutes, and replacing original wood balusters with metal or inappropriate wood substitutes.

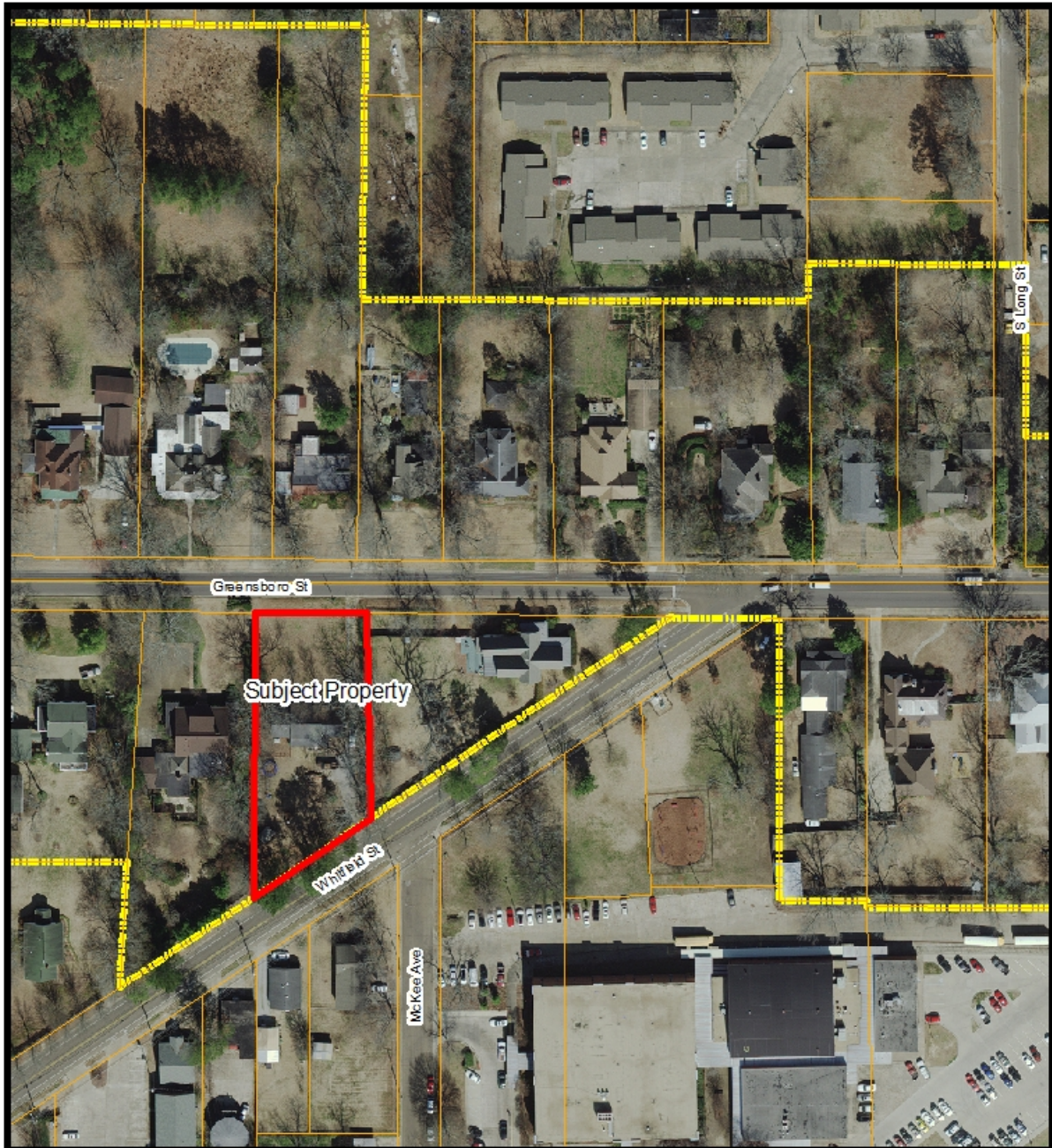
Use treated wood when replacing or scabbing onto original porch framing, such as joists and perimeter beams. When reconstructing a wood-frame porch, be sure that the floor is pitched to drain water, with the recommended pitch being 1:48 or a fall of one inch for every forty-eight inches.

When replacing, repairing, or installing new wood porch flooring, use treated, tongue-and-groove flooring in a width and thickness that matches the original porch flooring or is suitable for the period in which the house was built. If in doubt, match the width of the porch flooring boards to the width of the interior flooring. Prime all sides of the tongue-and-groove flooring before installation. Be

sure that the flooring boards extend beyond the fascia board $1\frac{1}{2}$ to 2 inches to allow water to run off.

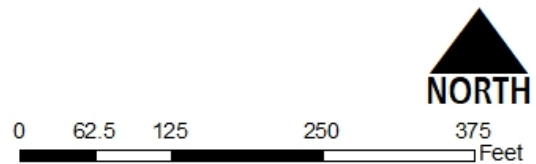
Reproduction and custom-made columns and posts are readily available from a variety of suppliers. Many stock reproduction columns are near replicas of the columns used in twentieth century historic buildings. However, some nineteenth-century houses will require custom-made columns to properly fit the proportions of the building. Sometimes the best and least expensive method for obtaining a reproduction column is to ship an original column to the company making the reproduction. Shipping costs are often less than the expense of an architectural drawing.

Attachment 1
COA 19-01- Aerial



Legend

-  subject property
-  Greensboro Historic District



Attachment 2



CERTIFICATE OF APPROPRIATENESS APPLICATION City of Starkville Historic Preservation Commission (SHPC)

City Hall, 101 E. Lampkin Street

Starkville, Mississippi 39759-2944

Phone: (662) 323-8012 Fax: (662) 323-4143

e-mail: buildingdept@cityofstarkville.org

APPLICATION REQUIREMENTS

A pre-application conference with the Planning Office staff prior to submittal of a Certificate of Appropriateness (COA) application is highly recommended.

All applications must be complete and include the required supporting materials listed below. Ten (10) collated copies of the application and all supporting materials must be submitted to the Planning Office at City Hall for review.

Incomplete COA applications will not be forwarded to the Starkville Historic Preservation Commission (SHPC) for consideration.

REQUIRED SUPPORTING MATERIALS

New Construction or Substantial Rehabilitation

- Description of design and materials
- Site plan (new buildings and additions only)
- Architectural elevations
- Comprehensive photographs
- Documentation of earlier historic appearance (rehabilitation only)

Minor Exterior Changes

- Description of design and materials
- Photographs of existing building

Outbuildings, Fences, and Walls

- Description of design and materials
- Site plan
- Architectural elevations
- Site photographs

Demolition or Relocation

- Photographs of existing building(s)
 - Reasons for demolishing or relocating to be included in the narrative description
- NOTE:** Relocation and Demolition both require a permit from the Building Dept. Please contact the Building Dept or go to www.cityofstarkville.org.

CONTACT INFORMATION

Applicant Ken + G.G. Holmes

NOTE: If the applicant is not the property owner, an Owner Authorization must be executed, notarized, and returned with the application materials.

Address 511 Adams Blvd S.

City, State ZIP Starkville, MS 39759

Daytime Phone 662-522-1367

E-mail Address khomes@maxxsouth.net

PROPERTY AND PROJECT INFORMATION

Project Address Same

Property Owner _____

Tax or Parcel Number 12B-00-126-00

(available at www.tscmaps.com or at the Oktibbeha County Land Records Office)

TYPE OF PROJECT

Check all that apply:

- | | |
|--|-------------------------------------|
| ☐ New Construction (freestanding or addition) | |
| ☐ Substantial Rehabilitation | ☐ Demolition |
| ☒ Minor Exterior Changes | ☐ Relocation |

PROJECT AND MATERIALS DESCRIPTION

Check all proposed work specifications that apply:

- | | |
|---|--|
| ☐ Exterior Siding/Finishes/Masonry | ☒ Roofs |
| ☐ Windows and Dormers | ☐ Chimneys |
| ☒ Porches/Decks/Balconies | ☐ Shutters |
| ☐ Exterior Doors | ☐ Foundations |
| ☐ Walls and Fences | ☒ Outbuildings |

City of Starkville Historic Preservation Commission

Project for the rear of 511 Greensboro Street

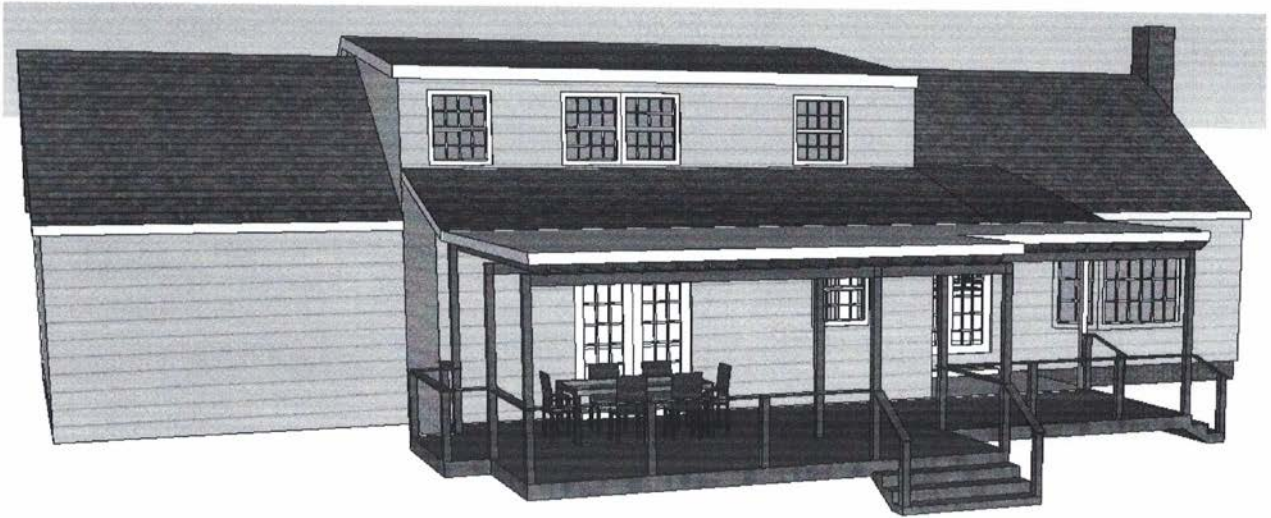
Our project is to put a roof over a portion of the existing deck to allow us to use the outside space more often. We love being outdoors and have found that having a covered outdoor space really enhances our home. The roof will be a standing seam metal roof. The roof will support a ceiling fan and lighting.

The second part of our project is to build an open-air carport over the existing gravel parking pad. This will be a simple carport with just beams supporting a roof to cover the parking area.

Attachment 3- Existing Conditions



Attachment 4- Proposed Plan





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

AGENDA ITEM DEPT.: Board Business
AGENDA DATE: December 17, 2019
PAGE: Page 1 of 1

SUBJECT:

Discussion and Consideration of authorization to advertise to fill the vacancy in Ward 1 for the Planning and Zoning Commission.

SUMMARY:

Commissioner Jason Camp announced his resignation from the Planning and Zoning Commission due to his moving out of Ward 1. The advertisement will be to fill the unexpired term of Ward 1 set to expire on June 30, 2021.

The application period for the position will be open for a minimum of eleven days after the publication of the first ad and remain open until the position is filled.

REQUESTING

DEPARTMENT: Community Development

DIRECTOR'S

AUTHORIZATION: Dr. Simon Kim

FOR MORE INFORMATION CONTACT:

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

SUGGESTED MOTION:

Move approval to authorize the advertisement to fill the vacancy in Ward 1 for the Planning and Zoning Commission.



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

AGENDA ITEM DEPT.: Engineering & Street
AGENDA DATE: 12.17.19
PAGE: 1

SUBJECT: Consideration of authorizing the Mayor to advertise for Consultant Services for the Build Grant and development of a selection committee in accordance with the Mississippi Department of Transportation Professional Development Manual and the Local Public Agency Consultant Operating Procedures for professional Services.

AMOUNT & SOURCE OF FUNDING

FISCAL NOTE:

AUTHORIZATION HISTORY:

REQUESTING

DEPARTMENT: Engineering & Street

DIRECTOR'S

AUTHORIZATION: Edward C. Kemp

FOR MORE INFORMATION CONTACT: Edward C. Kemp

This will initiate one of the initial steps of the BUILD grant project which will be to advertise for consultant services and review/evaluate the proposals. Once this is completed, the Mayor and selection committee will bring the results of that evaluation to the Board for consideration.

It is being proposed to go ahead and start this process since it usually takes between 3-4 months to complete and have a consultant engaged for the project.

SUGGESTED MOTION: Move for approval of authorizing the Mayor to advertise for Consultant Services and development of a selection committee in accordance with the Mississippi Department of Transportation Professional Development Manual and the Local Public Agency Consultant Operating Procedures for professional Services.



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

AGENDA ITEM DEPT.: Engineering & Street
AGENDA DATE: 12.17.19
PAGE: 1

SUBJECT: Consideration of approval of the SHS Bridge project design and authorization to advertise for construction bids for the project and declare the current bridge surplus and advertise for bids on GovDeals.

AMOUNT & SOURCE OF FUNDING

This project is being funded from the ERBF allocation which was awarded by MDOT. It is a 100% funded project with no local match. The construction budget is \$447,825.

FISCAL NOTE:

AUTHORIZATION HISTORY:

REQUESTING

DEPARTMENT: Engineering & Street

DIRECTOR'S

AUTHORIZATION: Edward C. Kemp

FOR MORE INFORMATION CONTACT: Edward C. Kemp

The City was awarded funding from MDOT to replace a sub-standard bridge on the SHS campus which traverses Hollis Creek in the spring of 2019. Since that time, we have hired an engineering consultant and have worked closely with the School District Administration on the design, timing, logistics and programming for this project.

The final design includes a two-lane vehicular bridge which will accommodate two way traffic along with a 10' wide pedestrian path on the north side. The project will provide necessary pedestrian and roadway tie-ins as well as add lighting and ditch stabilization.

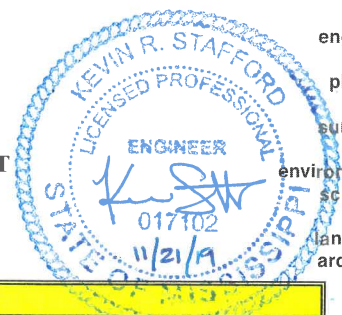
Attached is a proposed site plan along with the engineering estimate of cost which totals \$417,727 including the alternate bid items.

We have included bid alternates to insure that the project is kept at or below the available funding level.

We believe the current bridge has some marketable value. It is proposed that it be sold at auction and then be picked up by the winning bidder when the bridge contractor demolishes the existing bridge.

SUGGESTED MOTION: Move for approval of the SHS Bridge project design and authorization to advertise for construction bids for the project and declare the current bridge surplus and advertise for bids on GovDeals.

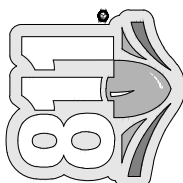
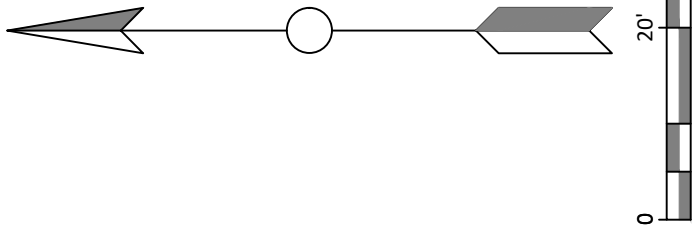
**ENGINEER'S OPINION OF PROBABLE COST
 STARKVILLE HIGH SCHOOL BRIDGE REPLACEMENT
 CITY OF STARKVILLE
 11/21/2019**



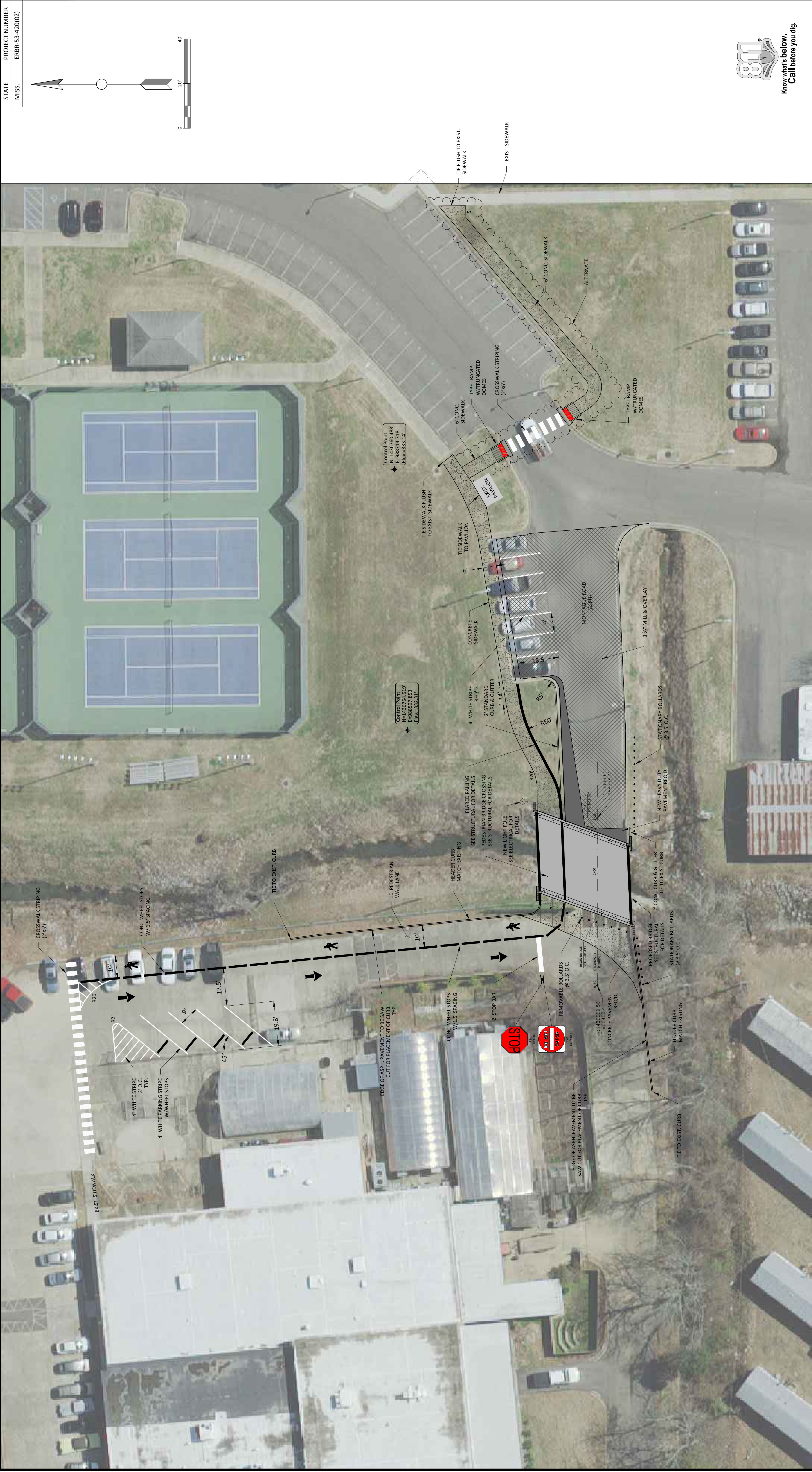
engineers
 planners
 surveyors
 environmental
 scientists
 landscape
 architects

BASE BID					
PAY ITEM NO.	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	ITEM AMOUNT
1	Mobilization (6%)	1	LS	\$ 19,623.90	\$ 19,623.90
2	Sitework/Demolition	1	LS	\$ 30,000.00	\$ 30,000.00
3	Maintenance of Traffic	1	LS	\$ 5,000.00	\$ 5,000.00
4	Excess Excavation, AH, FM	30	CY	\$ 30.00	\$ 900.00
5	Select Backfill and Fill Material, AH, FM, Class B9-6	30	CY	\$ 55.00	\$ 1,650.00
6	Size 610 Crushed Stone Base Material, AH, FM	30	CY	\$ 150.00	\$ 4,500.00
7	Concrete Sidewalk w/Reinforcement	140	SY	\$ 120.00	\$ 16,800.00
8	Combination Curb and Gutter, Type I	65	LF	\$ 40.00	\$ 2,600.00
9	Heavy Duty Reinforced Concrete Driveway Pavement	50	SY	\$ 200.00	\$ 10,000.00
10	Cold Milling of Bituminous Pavements, All Depths	180	SY	\$ 25.00	\$ 4,500.00
11	Hot Bituminous Pavement Surface Course (SC-1)	20	TON	\$ 200.00	\$ 4,000.00
12	Hot Bituminous Pavement Base Course (BC-1)	8	TON	\$ 200.00	\$ 1,600.00
13	HP 12 x 53 Steel Piling	560	LF	\$ 50.00	\$ 28,000.00
14	Bridge Concrete, Class AA	45	CY	\$ 850.00	\$ 38,250.00
15	35' Prestressed Concrete Voided Slab, 4'-0" Int.	6	EA	\$ 7,500.00	\$ 45,000.00
16	35' Prestressed Concrete Voided Slab, 3'-0" Int.	3	EA	\$ 6,000.00	\$ 18,000.00
17	35' Prestressed Concrete Voided Slab, 3'-0" Ext.	3	EA	\$ 8,000.00	\$ 24,000.00
18	Reinforcement	6,750	LBS	\$ 1.00	\$ 6,750.00
19	Concrete Railing	70	LF	\$ 150.00	\$ 10,500.00
20	Metal Railing	70	LF	\$ 60.00	\$ 4,200.00
21	Pedestrian Railing	35	LF	\$ 150.00	\$ 5,250.00
22	Fence Alterations	1	LS	\$ 25,000.00	\$ 25,000.00
23	Lighting	1	LS	\$ 15,000.00	\$ 15,000.00
24	Spare Conduit (1" PVC)	50	LF	\$ 10.00	\$ 500.00
25	Loose Riprap, Size 300	225	TON	\$ 55.00	\$ 12,375.00
26	Geotextile under Riprap	350	SY	\$ 3.00	\$ 1,050.00
27	Wheel Stops	20	EA	\$ 150.00	\$ 3,000.00
28	4" Thermoplastic Traffic Stripe, Continuous White	100	LF	\$ 2.00	\$ 200.00
29	4" Thermoplastic Traffic Stripe, Continuous Yellow	560	LF	\$ 2.00	\$ 1,120.00
30	Thermoplastic Traffic Stripe, Legend, White	220	SF	\$ 6.00	\$ 1,320.00
31	Grassing	1	LS	\$ 2,000.00	\$ 2,000.00
32	Solid Sod	400	SY	\$ 10.00	\$ 4,000.00
33	Signage	1	LS	\$ 500.00	\$ 500.00
SUBTOTAL					\$ 347,188.90
CONTINGENCY (10%)					\$ 34,718.89
TOTAL BASE BID					\$ 381,907.79
SIDEWALK ADDITIVE ALTERNATE					
PAY ITEM NO.	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	ITEM AMOUNT
34	Mobilization (6%)	1	LS	\$ 1,843.20	\$ 1,843.20
35	Sitework/Demolition	1	LS	\$ 1,500.00	\$ 1,500.00
36	Maintenance of Traffic	1	LS	\$ 1,000.00	\$ 1,000.00
37	Excess Excavation, AH, FM	20	CY	\$ 30.00	\$ 600.00
38	Select Backfill and Fill Material, AH, FM, Class B9-6	20	CY	\$ 55.00	\$ 1,100.00
39	Size 610 Crushed Stone Base Material, AH, FM	20	CY	\$ 150.00	\$ 3,000.00
40	Concrete Sidewalk w/Reinforcement	100	SY	\$ 120.00	\$ 12,000.00
41	Detectable Warning Panels	16	SF	\$ 50.00	\$ 800.00
42	Solar Powered Pedestrian Sign and Flasher Assembly	2	EA	\$ 5,000.00	\$ 10,000.00
43	Thermoplastic Traffic Stripe, Legend, White	120	SF	\$ 6.00	\$ 720.00
SUBTOTAL					\$ 32,563.20
CONTINGENCY (10%)					\$ 3,256.32
TOTAL ADDITIVE ALTERNATE					\$ 35,819.52
TOTAL CONSTRUCTION COST					\$ 417,727.31

Engineer's opinions of probable construction cost provided herein are made on the basis of Engineer's experience, qualifications, general familiarity with the construction industry, and the level of information available to Engineer at the time this opinion of construction cost is provided. However, because Engineer has no control over the cost of labor, materials, equipment, services furnished by others, contractors' methods of determining prices, competitive bidding or market conditions, Engineer cannot and does not guarantee or warrant that proposals, bids or actual construction cost will not vary from this opinion of probable construction cost.



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NOTICE TO DRAWING HOLDER

NEEL-SCHAFER, INC., HEREBY REFERS TO AS THE ENGINEER HAS PREPARED AND FURNISHED THIS DRAWING TO THE OWNER FOR USE ON THIS PROJECT ONLY. THIS DRAWING SHOULD NOT BE USED ON EXTENSIONS OF THIS PROJECT OR ON ANY OTHER PROJECT. ANY REUSE OF THIS DRAWING, WITHOUT WRITTEN VERIFICATION OR ADAPTATION BY THE ENGINEER, SHALL BE AT THE REUSER'S SOLE RISK AND THE REUSER SHALL INDEMNIFY AND HOLD HARMLESS THE ENGINEER FROM ALL CLAIMS, DAMAGES, LOSSES AND EXPENSES, INCLUDING ATTORNEY'S FEES ARISING OUT OF OR RESULTING THEREFROM.

REVISIONS		DRAWING INFORMATION	
NO.	DATE	BY	DESCRIPTION

STARKVILLE HIGH SCHOOL BRIDGE IMPROVEMENTS

STARKVILLE, OKTIBBEHA COUNTY, MISSISSIPPI

MDOT: ERBR-53-420(02)



SITE PLAN

WORKING NUMBER:		DRAWING NUMBER:	
		C-2.00	



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

AGENDA ITEM DEPT.: Finance
AGENDA DATE 12/17/2019
PAGE: 1 of several

SUBJECT: Claims Docket

AMOUNT & SOURCE OF FUNDING: FY 2019 – 2020 Budget

FISCAL NOTE: Total Claims for the FY 20 Claims Docket Ending Dec. 11, 2019 is \$2,751,544.29
Of which the claims amount for Starkville Utilities is \$1,973,133.78

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 December 11, 2019 for fiscal years ending 09/30/20, 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 12/05/2019 - 12/11/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 001 - GENERAL FUND					
Department: 000 - UNDESIGNATED					
Outstanding					
AMAZON CAPITAL SERVICES, INC.	1FK7-W6RM-QLM9	12/11/2019	50 BLACK TABLECLOTHS	001-000-160-697	384.45
MAIN STREET ARTS	12.02.19	12/09/2019	SHADOW BOX FOR WILLIAMS RETIREMENT	001-000-160-698	285.00
KENYA BIBBS	INV0030922	12/06/2019	REIMB SUPPLIES FOR CHRISTMAS PARADE	001-000-160-698	74.69
MS DEPARTMENT OF TRANSPORTATION	107158-702000	12/09/2019	CONCRETE PEDESTAL NOT PART OF LANDSCAPE PROJEC	001-000-242-048	725.00
Outstanding Total:					1,469.14
Paid					
A BAIL BONDSMAN-CINDY GILMER	1328974	12/06/2019	REMISSION OF BOND ON TREVOR MCBRIDE	001-000-149-691	500.00
A BAIL BONDSMAN-CINDY GILMER	1349894	12/06/2019	REMISSION OF BOND ON JERRY MURPHY	001-000-149-691	500.00
A BAIL BONDSMAN-CINDY GILMER	INV0030920	12/06/2019	REMISSION OF BOND-DEANDRE TURNER	001-000-149-691	1,474.50
SHANE GIVENS	INV0030919	12/06/2019	RESTITUTION FROM JOSEPH LONG	001-000-149-691	400.00
Paid Total:					2,874.50
Department 000 - UNDESIGNATED Total:					4,343.64
Department: 100 - BOARD OF ALDERMEN					
Outstanding					
CSPIRE BUSINESS SOLUTIONS	CSBS-643956	12/11/2019	CSBS-643956	001-100-604-330	77.34
CSPIRE WIRELESS	INV0030917	12/05/2019	ACCT#0030349386-CELL PHONE BILL-NOV.2019	001-100-604-330	190.39
Outstanding Total:					267.73
Department 100 - BOARD OF ALDERMEN Total:					267.73
Department: 110 - MUNICIPAL COURT					
Outstanding					
SULLIVAN'S OFFICE SUPPLY, INC.	50395	12/10/2019	OFFICE DESK	001-110-501-200	826.20
MAIL FINANCE	N8029787	12/09/2019	LEASE #N19091633 12.27.19-03.26.20	001-110-604-330	43.50
REYNOLDS/RENASANT INSURANCE AGENCY	1021657	12/09/2019	VEHICLE & BUILDING INS. POLICY #AS2-Z51-292228	001-110-620-370	750.00
MAXXSOUTH BROADBAND	INV0030927	12/09/2019	ACCT #8282 41 101 0508324 CITY HALL	001-110-604-330	28.12
CSPIRE BUSINESS SOLUTIONS	CSBS-643956	12/11/2019	CSBS-643956	001-110-604-330	77.34
STRICKLAND COMPANIES	595891	12/11/2019	5 CASES OF COPY PAPER	001-110-501-200	173.65
CSPIRE WIRELESS	INV0030917	12/05/2019	ACCT#0030349386-CELL PHONE BILL-NOV.2019	001-110-604-330	35.59
STATE TREASURER	11.2019	12/11/2019	NOVEMBER 2019 MUNICIPAL COURT SETTLEMENT	001-110-330-166	1,416.00
STATE TREASURER	11.2019	12/11/2019	NOVEMBER 2019 MUNICIPAL COURT SETTLEMENT	001-110-330-376	111.00
STATE TREASURER	11.2019	12/11/2019	NOVEMBER 2019 MUNICIPAL COURT SETTLEMENT	001-110-330-377	208.50
STATE TREASURER	11.2019	12/11/2019	NOVEMBER 2019 MUNICIPAL COURT SETTLEMENT	001-110-330-378	398.75
STATE TREASURER	11.2019	12/11/2019	NOVEMBER 2019 MUNICIPAL COURT SETTLEMENT	001-110-330-382	17,672.25

Expense Approval Report

Post Dates: 12/05/2019 - 12/11/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
STATE TREASURER	11.2019	12/11/2019	NOVEMBER 2019 MUNICIPAL COURT SETTLEMENT	001-110-330-385	1,203.50
MS DEPT OF PUBLIC SAFETY	11.2019	12/11/2019	NOVEMBER 2019 MUNICIPAL COURT SETTLEMENT	001-110-330-386	2,830.00
STATE TREASURER	11.2019	12/11/2019	NOVEMBER 2019 MUNICIPAL COURT SETTLEMENT	001-110-330-387	3,777.75
STATE TREASURER	11.2019	12/11/2019	NOVEMBER 2019 MUNICIPAL COURT SETTLEMENT	001-110-330-389	200.00
STATE TREASURER	11.2019	12/11/2019	NOVEMBER 2019 MUNICIPAL COURT SETTLEMENT	001-110-330-393	165.75
STATE TREASURER	11.2019	12/11/2019	NOVEMBER 2019 MUNICIPAL COURT SETTLEMENT	001-110-330-395	112.50
MS DEPT OF PUBLIC SAFETY	11.2019	12/11/2019	NOVEMBER 2019 MUNICIPAL COURT SETTLEMENT	001-110-330-396	750.00
MS DEPT OF PUBLIC SAFETY	11.2019	12/11/2019	NOVEMBER 2019 MUNICIPAL COURT SETTLEMENT	001-110-330-397	72.00
STATE TREASURER	11.2019	12/11/2019	NOVEMBER 2019 MUNICIPAL COURT SETTLEMENT	001-110-330-398	3,001.75
Outstanding Total:					33,854.15
Department 110 - MUNICIPAL COURT Total:					33,854.15

Department: 120 - MAYORS OFFICE

Outstanding

SLAUGHTER & ASSOCIATES, PLLC	11.20.19	12/10/2019	ANNEXATION STUDY	001-120-600-300	19,517.00
MAIL FINANCE	N8029787	12/09/2019	LEASE #N19091633 12.27.19-03.26.20	001-120-604-330	43.50
MAXXSOUTH BROADBAND	INV0030927	12/09/2019	ACCT #8282 41 101 0508324 CITY HALL	001-120-604-330	28.12
CSPIRE BUSINESS SOLUTIONS	CSBS-643956	12/11/2019	CSBS-643956	001-120-604-330	77.34
Outstanding Total:					19,665.96
Department 120 - MAYORS OFFICE Total:					19,665.96

Department: 123 - IT

Outstanding

SCREEN CONNECT/CONNECTWISE	IZ5IWJ	12/11/2019	STANDARD 1606 SOFTWARE	001-123-600-300	1,260.00
CADENCE VISA	11.25.19	12/11/2019	GATE.COM WEBHOSTING	001-123-600-300	157.45
REYNOLDS/RENASANT INSURANCE AGENCY	1021657	12/09/2019	VEHICLE & BUILDING INS. POLICY #AS2-Z51-292228	001-123-620-370	150.00
GOVERNMENT LEASING COMPANY	23104-5	12/06/2019	LEASE #23104/ SAFECITY CAMERAS	001-123-918-806	1,153.00
MAXXSOUTH BROADBAND	INV0030926	12/09/2019	ACCT #8282 41 101 0589548 CAMERA PROJECT	001-123-604-330	440.00
MAXXSOUTH BROADBAND	INV0030927	12/09/2019	ACCT #8282 41 101 0508324 CITY HALL	001-123-604-330	28.12
BLUIP, INC.	87354	12/05/2019	DECEMBER 2019 SERVICES	001-123-604-330	1,517.06
WAUKAWAY DISTRIBUTORS, INC	CLR1219-48	12/10/2019	MONTHLY COOLER RENTAL - IT DEPT.	001-123-691-550	10.00
CSPIRE BUSINESS SOLUTIONS	CSBS-643956	12/11/2019	CSBS-643956	001-123-604-330	77.34
CSPIRE WIRELESS	INV0030917	12/05/2019	ACCT#0030349386-CELL PHONE BILL-NOV.2019	001-123-604-330	192.24
Outstanding Total:					4,985.21
Department 123 - IT Total:					4,985.21

Department: 145 - OTHER ADMINISTRATIVE

Outstanding

MAIL FINANCE	N8029787	12/09/2019	LEASE #N19091633 12.27.19-03.26.20	001-145-604-330	43.50
MAXXSOUTH BROADBAND	INV0030927	12/09/2019	ACCT #8282 41 101 0508324 CITY HALL	001-145-604-330	28.12
CSPIRE BUSINESS SOLUTIONS	CSBS-643956	12/11/2019	CSBS-643956	001-145-604-330	81.34
CSPIRE WIRELESS	INV0030917	12/05/2019	ACCT#0030349386-CELL PHONE BILL-NOV.2019	001-145-604-330	48.19

Expense Approval Report

Post Dates: 12/05/2019 - 12/11/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MAGPPA	1575996496528	12/11/2019	MEMBERSHIP REGISTRATION/HARDIN & MCLAURIN	001-145-690-556	70.00
Outstanding Total:					271.15
Department 145 - OTHER ADMINISTRATIVE Total:					271.15
Department: 159 - BONDING-CITY EMPLOYEES					
Outstanding					
REYNOLDS/RENASANT INSURANCE AGENCY	1027554	12/09/2019	BOND FOR ALICIA HU	001-159-620-371	175.00
REYNOLDS/RENASANT INSURANCE AGENCY	1029366	12/09/2019	BOND FOR M. BALLARD	001-159-620-371	175.00
REYNOLDS/RENASANT INSURANCE AGENCY	1029545	12/11/2019	KENNETH WATKINS BOND	001-159-620-371	250.00
REYNOLDS/RENASANT INSURANCE AGENCY	1029574	12/11/2019	THOMAS ROBERSON BOND	001-159-620-371	250.00
Outstanding Total:					850.00
Department 159 - BONDING-CITY EMPLOYEES Total:					850.00
Department: 169 - LEGAL					
Outstanding					
THE LAW OFFICE OF MATTHEW WILLISON	INV0030923	12/06/2019	LEGAL EXPENSES/SPECIAL PROSECUTOR	001-169-600-309	1,500.00
STARKVILLE DAILY NEWS	INV0030930	12/10/2019	ACCT #000132 ADVERTISING	001-169-615-342	74.54
MITCHELL, MCNUTT, & SAMS, P.A./ CITY ATTORNEY	383778	12/11/2019	GENERAL MATTERS	001-169-600-302	8,561.00
MITCHELL, MCNUTT, & SAMS, P.A./ CITY ATTORNEY	384868	12/11/2019	LITIGATED MATTERS	001-169-600-312	759.93
CHARLES BRUCE BROWN, ATTORNEY	INV0030935	12/11/2019	VS CAROLYN WIGGINGTON	001-169-600-309	200.00
Outstanding Total:					11,095.47
Department 169 - LEGAL Total:					11,095.47
Department: 180 - HUMAN RESOURCES					
Outstanding					
CLINIC AT ELM LAKE, THE	25602	12/11/2019	TESTING FOR CARLOS NEELY	001-180-600-320	30.00
CLINIC AT ELM LAKE, THE	25603	12/11/2019	TESTING FOR RAKITA ROBINSON	001-180-600-320	30.00
CLINIC AT ELM LAKE, THE	25705	12/11/2019	TESTING FOR DOUGLAS LATHAM	001-180-600-320	30.00
MAIL FINANCE	N8029787	12/09/2019	LEASE #N19091633 12.27.19- 03.26.20	001-180-604-330	43.50
MAXXSOUTH BROADBAND	INV0030927	12/09/2019	ACCT #8282 41 101 0508324 CITY HALL	001-180-604-330	28.12
CADENCE VISA	28476037	12/11/2019	INDEED.COM/NOVEMBER 2019 ADVERTISING	001-180-610-340	257.48
COMMERCIAL DISPATCH, THE	INV0030916	12/05/2019	ADVERTISING	001-180-610-340	270.00
CSPIRE WIRELESS	INV0030917	12/05/2019	ACCT #0030349386-CELL PHONE BILL-NOV.2019	001-180-604-330	51.47
STARKVILLE DAILY NEWS	INV0030930	12/10/2019	ACCT #000132 ADVERTISING	001-180-610-340	258.50
Outstanding Total:					999.07
Department 180 - HUMAN RESOURCES Total:					999.07
Department: 190 - CITY PLANNER					
Outstanding					
MAIL FINANCE	N8029787	12/09/2019	LEASE #N19091633 12.27.19- 03.26.20	001-190-604-330	43.50
REYNOLDS/RENASANT INSURANCE AGENCY	1021657	12/09/2019	VEHICLE & BUILDING INS. POLICY #AS2-Z51-292228	001-190-620-370	404.45
MAXXSOUTH BROADBAND	INV0030927	12/09/2019	ACCT #8282 41 101 0508324 CITY HALL	001-190-604-330	28.12
GOLDEN TRIANGLE PLANNING & DEV. INC	1027112019	12/06/2019	E911 ACCOUNT/STARKVILLE ADDRESSING & UPDATES	001-190-600-300	843.02
CSPIRE BUSINESS SOLUTIONS	CSBS-643956	12/11/2019	CSBS-643956	001-190-604-330	77.33

Expense Approval Report

Post Dates: 12/05/2019 - 12/11/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CSPIRE WIRELESS	INV0030917	12/05/2019	ACCT#0030349386-CELL PHONE BILL-NOV.2019	001-190-604-330	138.34
STARKVILLE DAILY NEWS	INV0030930	12/10/2019	ACCT #000132 ADVERTISING	001-190-604-330	574.77
Outstanding Total:					2,109.53
Department 190 - CITY PLANNER Total:					2,109.53
Department: 192 - GENERAL GOVERN BLDG & PLANT					
Outstanding					
NORTHEAST EXTERMINATING	359378	12/09/2019	CITY HALL 11.25.19	001-192-600-338	45.00
CINTAS	4035858991	12/05/2019	CITY HALL 11.25.19	001-192-510-220	117.99
REYNOLDS/RENASANT	1021657	12/09/2019	VEHICLE & BUILDING INS. POLICY #AS2-Z51-292228	001-192-620-370	2,800.00
INSURANCE AGENCY			DEC. 2019 JANITORIAL SVCS- CITY HALL	001-192-600-338	1,619.00
JAN-PRO OF MS	885741	12/05/2019	CITY HALL 12.03.19	001-192-510-220	14.26
CINTAS	4036416944	12/05/2019	CITY HALL 12.10.19	001-192-510-220	14.26
CINTAS	4037063872	12/11/2019	UTILITY BILLS BY DEPT	001-192-625-380	2,781.27
STARKVILLE UTILITIES	INV0030995	12/11/2019			
Outstanding Total:					7,391.78
Department 192 - GENERAL GOVERN BLDG & PLANT Total:					7,391.78
Department: 196 - CEMETERY ADMINISTRATION					
Outstanding					
GOLDEN TRIANGLE	1033112019	12/06/2019	CEMETARY MAPPING ACCT/ UPDATES	001-196-691-300	2,816.00
PLANNING & DEV. INC			NOV. 2019 LANDSCAPE SVC/CEMETERY	001-196-630-425	900.00
HAMPTON YOUNG CORP.	118	12/05/2019	NOV. 2019 LANDSCAPE SVC/CEMETERY	001-196-631-402	1,700.00
HAMPTON YOUNG CORP.	118	12/05/2019	NOV. 2019 LANDSCAPE SVC/CEMETERY	001-196-637-637	600.00
HAMPTON YOUNG CORP.	118	12/05/2019			
Outstanding Total:					6,016.00
Department 196 - CEMETERY ADMINISTRATION Total:					6,016.00
Department: 197 - ENGINEERING					
Outstanding					
MAIL FINANCE	N8029787	12/09/2019	LEASE #N19091633 12.27.19- 03.26.20	001-197-604-330	43.50
REYNOLDS/RENASANT	1021657	12/09/2019	VEHICLE & BUILDING INS. POLICY #AS2-Z51-292228	001-197-620-370	200.00
INSURANCE AGENCY			ACCT #8282 41 101 0508324	001-197-604-330	28.12
MAXXSOUTH BROADBAND	INV0030927	12/09/2019	CITY HALL		
CSPIRE BUSINESS SOLUTIONS	CSBS-643956	12/11/2019	CSBS-643956	001-197-604-330	77.33
TRUSTMARK NATIONAL BANK	12.27.19	12/10/2019	#93894/2 TACOMAS	001-197-820-874	423.92
TRUSTMARK NATIONAL BANK	12.27.19	12/10/2019	#93894/2 TACOMAS	001-197-830-873	13.03
Outstanding Total:					785.90
Paid					
NEEL-SCHAFER	1061047.	12/06/2019	AS NEEDED TRANSPORTATION SVC/SEPT.	001-197-600-308	850.00
Paid Total:					850.00
Department 197 - ENGINEERING Total:					1,635.90
Department: 201 - POLICE DEPARTMENT					
Outstanding					
CITY OF COLUMBUS	INV0030915	12/05/2019	REIMB EXPENSES FOR D. MADISON	001-201-691-500	3,082.00
INTERNAT'L ASSN CHIEFS OF POLICE	35349	12/05/2019	2019 MEMBERSHIP DUES	001-201-690-555	190.00
WALMART -GENERAL CITY	03990	12/10/2019	EAR PLUGS AND BATTERIES	001-201-556-251	31.66
R&M TIRES	1124111	12/10/2019	S-12 OIL AND FILTER CHANGE	001-201-630-360	45.00
STARKVILLE FAMILY PRACTICE	129516	12/10/2019	DOCTOR BILL FOR MARCUS A WILLIAMS	001-201-541-240	85.00
WALMART -GENERAL CITY	08224	12/10/2019	7 DOORSTOPS	001-201-630-426	26.55
ANIMAL MEDICAL CENTER	INV0030913	12/05/2019	PILLS FOR FERAL DOGS	001-201-600-300	12.18

Expense Approval Report

Post Dates: 12/05/2019 - 12/11/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
DANNY MCCLUSKEY TOWING	1254	12/11/2019	TOW PATROL CAR TO TRI-STARR	001-201-600-300	85.00
GULF STATES DISTRIBUTORS, INC.	1330444-IN	12/06/2019	BULLETS	001-201-545-238	2,102.00
MID-SOUTH UNIFORM & SUPPLY, INC	598964	12/09/2019	15 PERFORMANCE POLOLS	001-201-535-233	450.82
CALEA	INV32391	12/05/2019	ANNUAL CONTINUATION FEE	001-201-600-300	4,646.00
DANNY MCCLUSKEY TOWING	1261	12/11/2019	TOW CAR TO POLICE IMPOUN	001-201-600-300	55.00
INDUSTRIAL NETWORKING SOLUTIONS	1581368	12/05/2019	5 POWER SUPPLYS	001-201-556-251	118.01
R&M TIRES	1124264	12/10/2019	S-55 & S23 MOUNT & BALANCE TIRE, REPAIR FLAT	001-201-630-360	39.00
JOHN LAY	9370	12/05/2019	SHOES, 2 SWEATERS	001-201-535-233	43.34
NEXTSTEP INNOVATION	NSI17876	12/09/2019	COMPUTER	001-201-918-805	1,585.00
R&M TIRES	1124296	12/10/2019	S-25 MOUNT & BALANCE TIRE, ALIGNMENT	001-201-630-360	111.00
STARKVILLE FAMILY PRACTICE	129919	12/10/2019	DOCTOR BILL FOR JESSIE LEE CARTER	001-201-541-240	333.00
BOB'S MOBILE RADIO	315988	12/05/2019	REMOVE EQUIP FROM P-64, REPAIR CABLE ON P-58	001-201-630-360	825.00
DANNY MCCLUSKEY TOWING	1264	12/11/2019	TOW PATROL CAR TO TRI-STARR	001-201-600-300	55.00
DANNY MCCLUSKEY TOWING	1268	12/11/2019	CAR PARKED IN BACK OF BAY DOOR AT POLICE STATION	001-201-600-300	55.00
R&M TIRES	1124309	12/10/2019	S-14 BRAKE LABOR, ALIGNMENT, MOUNT & BALANCE TIRE	001-201-630-360	206.00
DANNY MCCLUSKEY TOWING	1267	12/11/2019	TOW CAR TO POLICE IMPOUN	001-201-600-300	55.00
NORTHEAST EXTERMINATING	359623	12/09/2019	POLICE DEPT. 11.25.19	001-201-630-426	50.00
MID-SOUTH UNIFORM & SUPPLY, INC	599177	12/09/2019	VESTS, TRAUMA PLATES	001-201-535-233	2,670.00
IVY AUTO PARTS, LLC.	628567	12/06/2019	S14 BRAKE ROTORS AND PAD KIT	001-201-630-360	184.19
WALMART -GENERAL CITY	02226	12/10/2019	HARD DRIVE	001-201-501-200	62.00
R&M TIRES	1124327	12/10/2019	S-47 ADDED OIL	001-201-630-360	7.50
DANNY MCCLUSKEY TOWING	1269	12/11/2019	TOW CAR TO SPD STATION	001-201-600-300	75.00
DANNY MCCLUSKEY TOWING	1275	12/11/2019	TOW CAR TO POLICE IMPOUN	001-201-600-300	55.00
OKTIBBEHA COUNTY COOPERATIVE	514070	12/09/2019	SWAT BOOTS	001-201-535-233	99.85
MAIL FINANCE	N8029787	12/09/2019	LEASE #N19091633 12.27.19-03.26.20	001-201-604-330	43.50
REYNOLDS/RENASANT INSURANCE AGENCY	1021657	12/09/2019	VEHICLE & BUILDING INS. POLICY #AS2-Z51-292228	001-201-620-370	3,945.70
R&M TIRES	1124345	12/10/2019	S-44 INSTALL BATTERY	001-201-630-360	20.00
BASICS, INC. A Trade America Company	23688	12/05/2019	JANITORIAL SUPPLIES	001-201-555-208	416.17
BOB'S MOBILE RADIO	315990	12/05/2019	REPAIRS TO CAR PURCHASED FRM ACKERMAN INSTALL EQ	001-201-630-360	1,921.36
IVY AUTO PARTS, LLC.	628762	12/06/2019	S44 BATTERY	001-201-630-360	122.66
JAN-PRO OF MS	885742	12/05/2019	DEC. 2019 JANITORIAL SVCS- POLICE DEPT.	001-201-630-426	756.00
CSPIRE BUSINESS SOLUTIONS	CSBS-643956	12/11/2019	CSBS-643956	001-201-604-330	77.33
CSPIRE BUSINESS SOLUTIONS	CSBS-643956	12/11/2019	CSBS-643956	001-201-604-330	77.33
WALMART -GENERAL CITY	05109	12/10/2019	SD CARDS, DVD-R	001-201-501-200	140.64
R&M TIRES	1124369	12/10/2019	OIL CHANGE ON 06 DODGE CHARGER	001-201-630-360	65.50
GTPDD PHARMACY	22067	12/06/2019	MEDS FOR JAQUIRES BELL & JESSIE CARTER	001-201-541-240	37.14
FUELMAN / FLEETCOR	NP57348862	12/06/2019	FUEL REPORT 11/25/19 - 12/01/19	001-201-525-231	1,882.52
UPS STORE 3702	0777	12/10/2019	POSTAGE	001-201-604-330	17.51
R&M TIRES	1123933	12/10/2019	S-42 4 TIRES, WHEEL WEIGHTS, OIL CHANGE	001-201-630-360	685.60

Expense Approval Report

Post Dates: 12/05/2019 - 12/11/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
OKTIBBEHA COUNTY SHERIFF'S OFFICE	12.03.19	12/11/2019	FEEDING INMATES NOV. 2019	001-201-541-237	11,580.00
TOM ROBERSON	INV0030932	12/10/2019	REIMB CLOTHING PURCHASE/ALLOWANCE	001-201-535-233	100.13
CSPIRE WIRELESS	INV0030917	12/05/2019	ACCT#0030349386-CELL PHONE BILL-NOV.2019	001-201-604-330	1,950.63
HYATT PLACE JACKSON /RIDGELAND MS	47451861	12/06/2019	MS ASSOC. CHIEFS POLICE ORIENTATION/HOTEL/BALLAR	001-201-690-552	384.00
FUELMAN / FLEETCOR	NP57397680	12/11/2019	FUEL REPORT 12/02/19 - 12/08/19	001-201-525-231	2,184.24
STARKVILLE UTILITIES	INV0030995	12/11/2019	UTILITY BILLS BY DEPT	001-201-625-380	2,790.74
Outstanding Total:					46,638.80
Department 201 - POLICE DEPARTMENT Total:					46,638.80

Department: 261 - FIRE DEPARTMENT

Outstanding

NORTHEAST EXTERMINATING	358772	12/09/2019	FIRE STATION # 1 /11.01.19	001-261-558-269	22.00
NORTHEAST EXTERMINATING	358808	12/09/2019	FIRE STATION #2 /11.01.19	001-261-558-269	22.00
NORTHEAST EXTERMINATING	358809	12/09/2019	FIRE STATION #3 /11.01.19	001-261-558-269	22.00
NORTHEAST EXTERMINATING	358819	12/09/2019	FIRE STATION # 4 /11.01.19	001-261-558-269	22.00
NORTHEAST EXTERMINATING	359127	12/09/2019	FIRE STATION # 5 /11.01.19	001-261-558-269	22.00
NAFECO	1030672	12/09/2019	CHLORINE EMERGENCY KITS A, B, C	001-261-730-540	7,998.98
SHEPS CLEANERS	94040	12/10/2019	UNIFORM CLEANING-FIRE	001-261-600-430	8.00
NAFECO	1031929	12/09/2019	HAZMAT EQUIP-ENCAP. SUITS, DETECTION KIT, SPLAS	001-261-730-540	18,208.07
COMSOUTH	193790	12/11/2019	RADIOS AND EQUIPMENT	001-261-730-540	10,960.16
LANN CHEMICAL & SUPPLY	056788	12/06/2019	TISSUE AND TOWELS	001-261-555-208	533.50
SHEPS CLEANERS	94965	12/10/2019	UNIFORM CLEANING-FIRE	001-261-600-430	47.50
MAXXSOUTH BROADBAND	INV0030925	12/09/2019	ACCT #8282 41 101 0005230	001-261-604-330	304.88
AMAZON CAPITAL SERVICES, INC.	16MM-KLY3-DT4Y	12/11/2019	FIRE STATION #1 RECHARGABLE FLASHLIGHT	001-261-630-360	237.33
JOHNATHAN CAIN	INV0030918	12/05/2019	BATTERY, FLASHLIGHTS, TAPE	001-261-600-390	77.15
BELL BUILDING SUPPLY, INC.	274114	12/05/2019	REIMB MEALS MSFA TRAININ	001-261-600-390	17.75
LOWE'S-FIRE	908091	12/06/2019	TAPE AND PAINT	001-261-555-250	17.75
REYNOLDS/RENASANT INSURANCE AGENCY	1021657	12/09/2019	PAINT	001-261-555-250	73.17
CSPIRE BUSINESS SOLUTIONS	CSBS-643956	12/11/2019	VEHICLE & BUILDING INS. POLICY #AS2-Z51-292228	001-261-620-370	3,945.70
FUELMAN / FLEETCOR	NP57348862	12/06/2019	CSBS-643956	001-261-604-330	77.33
NESCO ELECTRICAL DISTRIBUTORS	S2360245.001	12/09/2019	FUEL REPORT 11/25/19 - 12/01/19	001-261-525-231	375.25
LAIRD CLINIC-FIRE ACCOUNT	173167	12/06/2019	GCI COVER, BULBS, CABLE CUTTER, SELF TEST	001-261-558-269	383.76
SHEDRICK HOGAN	INV0030929	12/10/2019	TESTING FOR A. SPEARS	001-261-600-319	115.00
STATE FIRE ACADEMY	27849	12/10/2019	REIMB HOTEL & TRAVEL/LEADERSHIP CLASS	001-261-600-390	304.92
LOWE'S-FIRE	902943	12/06/2019	2 DRIVER/OPERATOR PUMPER APP-NFPA/DIAZ AN	001-261-600-390	1,350.00
GATEWAY TIRE & SERVICE CENTER	1018-117076	12/06/2019	BATTERIES, TOOL BAG, GFI TESTER, LEVELER	001-261-555-250	95.68
CSPIRE WIRELESS	INV0030917	12/05/2019	4 TIRES FOR L1	001-261-630-360	1,458.80
ATMOS ENERGY	INV0030934	12/11/2019	ACCT#0030349386-CELL PHONE BILL-NOV.2019	001-261-604-330	199.67
SULLIVAN'S OFFICE SUPPLY, INC.	50973	12/10/2019	#3055511080 /FIRESTATION #	001-261-625-380	746.66
TAURUS YOUNG	INV0030931	12/10/2019	DOCUMENT FRAME	001-261-501-200	7.52
MS FIREFIGHTER'S ASSOCIATION	INV0030928	12/09/2019	REIMB MEAL FOR FIREGROUND LEADERSHIP TRAINING	001-261-600-390	27.05
			64 MEMBERSHIPS	001-261-690-555	1,280.00

Expense Approval Report

Post Dates: 12/05/2019 - 12/11/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
FUELMAN / FLEETCOR	NP57397680	12/11/2019	FUEL REPORT 12/02/19 - 12/08/19	001-261-525-231	611.54
SPRINGHILL SUITES JACKSON RIDGELAND	84674622	12/11/2019	FIRE CHIEFS CONF. HOTEL/ANDY SHARP	001-261-600-390	278.00
SPRINGHILL SUITES JACKSON RIDGELAND	84889538	12/11/2019	FIRE CHIEFS CONF HOTEL/ROOSEVELT HARRIS	001-261-600-390	278.00
EMBASSY SUITES	95343728	12/11/2019	FIRE CHIEF CONF. HOTEL /YARBROUGH	001-261-610-350	432.00
RIDGELAND FIREFIGHTER'S ASSOCIATION	INV0030992	12/11/2019	REGISTRATION/SHARP/FIRE CHIEFS CONFERENCE	001-261-600-390	85.00
RIDGELAND FIREFIGHTER'S ASSOCIATION	INV0030993	12/11/2019	REGISTRATION/HARRIS/FIRE CHIEFS CONFERENCE	001-261-600-390	85.00
RIDGELAND FIREFIGHTER'S ASSOCIATION	INV0030994	12/11/2019	REGISTRATION/PARKS/FIRE CHIEFS CONFERENCE	001-261-600-390	85.00
STARKVILLE UTILITIES	INV0030995	12/11/2019	UTILITY BILLS BY DEPT	001-261-625-380	1,371.21
Outstanding Total:					52,169.58
Paid					
COAST TO COAST SOLUTIONS	93845	12/06/2019	1000 PENCILS	001-261-501-250	713.61
COAST TO COAST SOLUTIONS	93874	12/06/2019	1000 STICKERS	001-261-501-250	278.46
COAST TO COAST SOLUTIONS	93907	12/06/2019	500 COLORING BOOKS	001-261-501-250	965.47
Paid Total:					1,957.54
Department 261 - FIRE DEPARTMENT Total:					54,127.12

Department: 281 - BUILDING/CODES OFFICE

Outstanding					
MAIL FINANCE	N8029787	12/09/2019	LEASE #N19091633 12.27.19-03.26.20	001-281-604-330	43.50
REYNOLDS/RENASANT INSURANCE AGENCY	1021657	12/09/2019	VEHICLE & BUILDING INS. POLICY #AS2-Z51-292228	001-281-620-370	208.70
MAXXSOUTH BROADBAND	INV0030927	12/09/2019	ACCT #8282 41 101 0508324 CITY HALL	001-281-604-330	28.11
CSPIRE BUSINESS SOLUTIONS	CSBS-643956	12/11/2019	CSBS-643956	001-281-604-330	77.33
FUELMAN / FLEETCOR	NP57348862	12/06/2019	FUEL REPORT 11/25/19 - 12/01/19	001-281-525-231	33.39
CSPIRE WIRELESS	INV0030917	12/05/2019	ACCT#0030349386-CELL PHONE BILL-NOV.2019	001-281-604-330	102.94
FUELMAN / FLEETCOR	NP57397680	12/11/2019	FUEL REPORT 12/02/19 - 12/08/19	001-281-525-231	21.18
TRUSTMARK NATIONAL BANK	12.27.19	12/10/2019	#93894/2 TACOMAS	001-281-820-874	423.92
TRUSTMARK NATIONAL BANK	12.27.19	12/10/2019	#93894/2 TACOMAS	001-281-830-873	13.03
Outstanding Total:					952.10
Department 281 - BUILDING/CODES OFFICE Total:					952.10

Department: 290 - CIVIL DEFENSE/WARNING SYSTEM

Outstanding					
STARKVILLE UTILITIES	INV0030995	12/11/2019	UTILITY BILLS BY DEPT	001-290-625-380	82.15
Outstanding Total:					82.15
Department 290 - CIVIL DEFENSE/WARNING SYSTEM Total:					82.15

Department: 301 - STREET DEPARTMENT

Outstanding					
BELL BUILDING SUPPLY, INC.	267254	12/11/2019	TIE DOWN RATCHET	001-301-555-250	15.99
BELL BUILDING SUPPLY, INC.	268772	12/11/2019	SINGLE BIT, RULE TAPE	001-301-555-250	74.09
THOMPSON MACHINERY*	G0148701	12/10/2019	EXTENDED WARRANTY	001-301-918-805	968.60
BELL BUILDING SUPPLY, INC.	273108	12/11/2019	CLEAR POLY FILM	001-301-555-250	11.99
FASTENAL COMPANY	MSSTA89411	12/06/2019	UTIL KNIFE, SKT SET, TAPE, NUSSET	001-301-555-250	283.60
FASTENAL COMPANY	MSSTA89426	12/06/2019	NUTS, BOLTS, SCREWS	001-301-555-250	12.00
ABILITY WORKS OF STARKVILL	13920	12/11/2019	ACCOUNT NUMBER C07970/75 PINE HUBS	001-301-560-270	63.75
BELL BUILDING SUPPLY, INC.	273294	12/11/2019	PVC PIPE, PINE LUMBER, PVC TEE & ELBOW	001-301-555-250	55.62

Expense Approval Report

Post Dates: 12/05/2019 - 12/11/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PAUL'S WELDING	0374	12/09/2019	REPAIR DUMP TRUCK TAIL GATES ON 61 & 61A	001-301-630-360	450.00
COLUMBUS FENCE COMPANY	23760	12/11/2019	REPLACE FENCE ON ROOSEVELT TAYLOR DRIVE & MAIN STR	001-301-630-360	2,325.00
TERRY'S GARAGE & REPAIRS, LLC	2915	12/10/2019	TRUCK #61 REPAIR HYDRAULIC HOSE	001-301-630-360	261.79
CINTAS FIRST AID & SAFETY	5015318555	12/11/2019	RESTOCK GLOVES & FIRST AID SUPPLIES	001-301-555-250	405.75
MMC MATERIALS, INC.	628296	12/09/2019	1.5 CY CONCRETE	001-301-560-270	186.00
GATEWAY TIRE & SERVICE CENTER	1018-116505	12/06/2019	FLAT TIRE ON 61A	001-301-630-360	36.95
SHERWIN WILLIAMS CO.	1366-3	12/10/2019	15- HIGHWAY WHITE PAINT	001-301-565-272	187.35
PAUL'S WELDING	0380	12/09/2019	REPAIR PIPE RACK ON TRUCK #704	001-301-630-360	755.00
CINTAS	4035859092	12/05/2019	STREET DEPT. 11.25.19	001-301-555-250	78.65
WATERS TRUCK & TRACTOR CO. INC.	01P170200	12/10/2019	CLAMP MIR TUBE BLACK, HEAD MIRROR STD MANUAL	001-301-555-250	98.75
RONNIE JONES CONSTRUCTION, INC	20191307	12/10/2019	20 YARDS OF DURABERM GT	001-301-560-270	540.00
REYNOLDS/RENASANT INSURANCE AGENCY	1021657	12/09/2019	VEHICLE & BUILDING INS. POLICY #AS2-Z51-292228	001-301-620-370	2,000.00
AMAZON CAPITAL SERVICES, INC.	1X41-HDKV-NYKN	12/05/2019	GLOVES, BOOTS	001-301-535-233	119.12
GTR SOLID WASTE MGMT. AUTH	11.30.19	12/06/2019	NOVEMBER 2019 SOLID WASTE TICKETS	001-301-691-550	1,447.20
CSPIRE BUSINESS SOLUTIONS	CSBS-643956	12/11/2019	CSBS-643956	001-301-604-330	77.33
EAST MISSISSIPPI LUMBER CO	F50321	12/06/2019	PVC PIPE	001-301-555-250	13.29
FUELMAN / FLEETCOR	NP57348862	12/06/2019	FUEL REPORT 11/25/19 - 12/01/19	001-301-525-231	639.29
CINTAS	4036416993	12/05/2019	STREET DEPT. 12.03.19	001-301-555-250	39.48
CSPIRE WIRELESS	INV0030917	12/05/2019	ACCT#0030349386-CELL PHONE BILL-NOV.2019	001-301-604-330	51.47
FUELMAN / FLEETCOR	NP57397680	12/11/2019	FUEL REPORT 12/02/19 - 12/08/19	001-301-525-231	786.35
CINTAS	4037063727	12/11/2019	STREET DEPT. 12.10.19	001-301-555-250	39.48
STARKVILLE UTILITIES	INV0030995	12/11/2019	UTILITY BILLS BY DEPT	001-301-625-380	37.56
STARKVILLE UTILITIES	INV0030995	12/11/2019	UTILITY BILLS BY DEPT	001-301-625-380	831.98

Outstanding Total: 12,893.43

Department 301 - STREET DEPARTMENT Total: 12,893.43

Department: 360 - ANIMAL CONTROL

Outstanding

REYNOLDS/RENASANT INSURANCE AGENCY	1021657	12/09/2019	VEHICLE & BUILDING INS. POLICY #AS2-Z51-292228	001-360-620-370	225.00
CSPIRE BUSINESS SOLUTIONS	CSBS-643956	12/11/2019	CSBS-643956	001-360-604-330	77.33
CSPIRE WIRELESS	INV0030917	12/05/2019	ACCT#0030349386-CELL PHONE BILL-NOV.2019	001-360-604-330	35.59

Outstanding Total: 337.92

Department 360 - ANIMAL CONTROL Total: 337.92

Department: 550 - PARKS AND REC DEPARTMENT

Outstanding

VERIZON-PARKS	9842400719	12/10/2019	PARKS ACCT#442043719-00001	001-550-600-330	295.80
FERGUSON ENTERPRISES, INC	9796564	12/11/2019	MAINTENANCE SUPPLIES	001-550-630-426	75.00
ROBERSON FLOOR, INC	09713	12/10/2019	APPLY 2 COATS POLISH TO GYM & STAGE FLOOR	001-550-630-426	4,100.00
ROBERSON FLOOR, INC	09715	12/10/2019	2 COATS FLOOR POLISH ON RAQUETBALL COURTS	001-550-630-426	1,600.00
S&K DOOR AND SPECIALTY COMPANY, INC.	69527	12/10/2019	REPAIR TO GLASS OVERHEAD DOOR	001-550-630-426	85.00
NEWELL PAPER COMPANY	3087095	12/09/2019	TISSUE, WIPERS, LINERS	001-550-501-208	152.05
FERGUSON ENTERPRISES, INC	9796564-1	12/11/2019	MAINTENANCE SUPPLIES	001-550-630-426	150.00

Expense Approval Report

Post Dates: 12/05/2019 - 12/11/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
OKTIBBEHA COUNTY COOPERATIVE	513086	12/09/2019	BOOTS, BATTERIES, FLASHLIGHT	001-550-501-200	75.44
OKTIBBEHA COUNTY COOPERATIVE	513086	12/09/2019	BOOTS, BATTERIES, FLASHLIGHT	001-550-535-233	104.94
NAYS NATIONAL ALLIANCE OF YOUTH SPORTS	198108	12/09/2019	110 BASKETBALL KITS, 14 COORDINATOR MANUALS	001-550-501-415	4,160.23
CINTAS-PARKS	4035867530	12/11/2019	WEEKLY MAT CLEANING- 11.25.19	001-550-501-208	37.83
CADENCE VISA	INV0030914	12/05/2019	INTEREST ON VISA PURCHASE	001-550-610-350	35.47
VOWELL'S MARKET PLACE #3	11.26.19	12/10/2019	SUPPLIES FOR SENIOR CITIZENS THANKSGIVING PAR	001-550-501-220	67.62
NEWELL PAPER COMPANY	3088585	12/09/2019	SOAP, TISSUE, TOWELS, LINERS, PINE SOL	001-550-501-208	483.70
CINTAS FIRST AID & SAFETY	5015474107	12/11/2019	RESTOCK FIRST AID SUPPLIES	001-550-501-200	161.94
TERRY SVC., INC	69065	12/10/2019	REPLACE ZONE SENSOR	001-550-630-426	624.52
ORIENTAL TRADING COMPANY, INC.	699791157-01	12/09/2019	SUPPLIES FOR PICTURES WITH SANTA	001-550-501-220	109.97
MAIL FINANCE	N8029787	12/09/2019	LEASE #N19091633 12.27.19-03.26.20	001-550-600-330	43.50
REYNOLDS/RENASANT INSURANCE AGENCY	1021657	12/09/2019	VEHICLE & BUILDING INS. POLICY #AS2-Z51-292228	001-550-600-360	3,500.00
M&K LAWN CARE, LLC - JOHN MITCHELL MAROLT	610	12/09/2019	2 STORM TREES, CUT DISPOSAL, STUMPS GROUND	001-550-636-110	2,000.00
WAUKAWAY DISTRIBUTORS, INC	CLR1219-275	12/10/2019	3 FIVE GALLON BOTTLES OF WATER-PARKS	001-550-501-200	20.00
HOWELL'S PEST CONTROL	12.02.19	12/11/2019	CONCESSION 12.02.19	001-550-630-426	20.00
LOWE'S- PARKS	902600	12/11/2019	RAIN R SHINE HANDY PACKS, COUPLING	001-550-501-208	14.43
LOWE'S- PARKS	909364	12/11/2019	JANITORIAL SUPPLIES	001-550-501-208	65.37
BUILDING TECHNOLOGY SERVICES, LLC	SI19-0116	12/11/2019	ANNUAL SPRINKLER & FIRE EXT. INSPECTION	001-550-630-426	530.00
GATEWAY TIRE & SERVICE CENTER	1018-117052	12/11/2019	FLAT TIRE	001-550-690-360	18.87
SERVICEMASTER RESTORATION BY ONECALL	192894-1203	12/10/2019	NOV. 2019 JANITORIAL SERVICES	001-550-501-208	1,800.00
WALMART -GENERAL CITY	04796	12/10/2019	SUPPLIES FOR SENIOR CITIZEN ACTIVITIES	001-550-501-220	242.40
LOWE'S- PARKS	909025	12/11/2019	BRASS KEY, RAGS BOX	001-550-501-200	41.60
LOWE'S- PARKS	909050-1	12/11/2019	HEAVY DUTY CABLE TIES	001-550-501-200	16.42
CASHFLOW LEASE	01.01.20	12/05/2019	JDEERE9009A LEASE 01.01.20 - 3.31.20/39677MS-108/1	001-550-820-874	3,975.05
CASHFLOW LEASE	01.01.20	12/05/2019	JDEERE9009A LEASE 01.01.20 - 3.31.20/39677MS-108/1	001-550-830-873	513.95
OKTIBBEHA COUNTY COOPERATIVE	516412	12/09/2019	CARHART JACKET FOR NEELY	001-550-535-233	99.85
OKTIBBEHA COUNTY COOPERATIVE	516465	12/09/2019	4 BALES OF HAY	001-550-636-110	35.00
ATMOS ENERGY	INV0030933	12/11/2019	# 3019958172 /PARKS	001-550-600-340	201.21
FUELMAN / FLEETCOR	NP57397680	12/11/2019	FUEL REPORT 12/02/19 - 12/08/19	001-550-525-231	172.09
DIANE CLARK	INV0030990	12/11/2019	CONTRACT LABOR-DANCE INSTRUCTOR- NOV. 2019	001-550-600-320	175.00
CONNIE WISE	INV0030991	12/11/2019	CONTRACT LABOR-DANCE INSTRUCTOR- NOV. 2019	001-550-600-320	340.00
STARKVILLE UTILITIES	INV0030995	12/11/2019	UTILITY BILLS BY DEPT	001-550-600-340	8,767.27
Outstanding Total:					34,911.52
Department 550 - PARKS AND REC DEPARTMENT Total:					34,911.52
Department: 552 - PARK AND REC ACTIVITIES					
Outstanding					
GERRY LOGAN	INV0030989	12/11/2019	REIMB EXPENSES FOR NRPA 10 MINUTE WALK GRANT ME	001-552-610-350	380.06
Outstanding Total:					380.06

Expense Approval Report

Post Dates: 12/05/2019 - 12/11/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Paid					
CADENCE VISA	20070701310	12/06/2019	HOTEL MURANO/NRPA/KEM	001-552-610-350	579.96
CADENCE VISA	20070701311	12/06/2019	HOTEL MURANO/NRPA/DUMAS	001-552-610-350	579.96
CADENCE VISA	2007070139	12/06/2019	HOTEL MURANO/NRPA/LOGA	001-552-610-350	579.96
Paid Total:					1,739.88
Department 552 - PARK AND REC ACTIVITIES Total:					2,119.94

Department: 600 - CAPITAL PROJECTS

Outstanding					
GREGORY CONSTRUCTION	INV0030921	12/06/2019	LOUISVILLE STREET NOV. 201	001-600-912-856	122,690.66
Outstanding Total:					122,690.66
Paid					
NEEL-SCHAFER	1061048.	12/06/2019	STARKVILLE HIGH SCHOOL BRIDGE SVC/SEPT. 2019	001-600-912-805	6,423.37
NEEL-SCHAFER	1061532.	12/06/2019	STARKVILLE HIGH SCHOOL BRIDGE SVC/OCT. 2019	001-600-912-805	12,357.51
Paid Total:					18,780.88
Department 600 - CAPITAL PROJECTS Total:					141,471.54
Fund 001 - GENERAL FUND Total:					387,020.11

Fund: 003 - RESTRICTED FIRE FUND**Department: 560 - RESTRICTED FIRE FUND**

Outstanding					
GOVERNMENT LEASING & FINANCE, INC.	401185020	12/06/2019	CONTRACT #077-2458252-001 /FIRE TRUCK	003-560-820-874	26,754.37
GOVERNMENT LEASING & FINANCE, INC.	401185020	12/06/2019	CONTRACT #077-2458252-001 /FIRE TRUCK	003-560-830-873	13,423.89
BANCORPSOUTH EQUIPMENT FINANCE	12.25.19	12/05/2019	LOAN#7334-70314-016/FIRE MARSHALL '18 F-150	003-560-820-874	1,451.62
BANCORPSOUTH EQUIPMENT FINANCE	12.25.19	12/05/2019	LOAN#7334-70314-016/FIRE MARSHALL '18 F-150	003-560-830-873	104.05
Outstanding Total:					41,733.93
Department 560 - RESTRICTED FIRE FUND Total:					41,733.93
Fund 003 - RESTRICTED FIRE FUND Total:					41,733.93

Fund: 015 - AIRPORT FUND**Department: 505 - AIRPORT**

Outstanding					
RACKLEY OIL INC.	521034	12/11/2019	GAS	015-505-525-231	77.25
DOUG MARTIN	794426	12/11/2019	ADD RECEPTACLES FOR FUEL TRUCK CONNECTION	015-505-630-400	125.00
TITAN AVIATION FUELS	3229072	12/10/2019	AVGAS 100LL	015-505-525-232	28,635.58
RACKLEY OIL INC.	521415	12/11/2019	AVIATION OIL	015-505-525-231	351.50
REYNOLDS/RENASANT INSURANCE AGENCY	1021657	12/09/2019	VEHICLE & BUILDING INS. POLICY #AS2-Z51-292228	015-505-620-370	605.45
MAXXSOUTH BROADBAND	INV0030924	12/09/2019	ACCT #8282 41 101 0557107 AIRPORT	015-505-600-338	144.95
LOWE'S- AIRPORT	902151	12/11/2019	FILTER, DRY LOCKLUBE, HP VA	015-505-555-250	55.18
CSPIRE BUSINESS SOLUTIONS	CSBS-643956	12/11/2019	CSBS-643956	015-505-604-330	77.33
TITAN AVIATION FUELS	R3231915	12/10/2019	JET TRUCK RENTAL/AVGAS TRUCK RENTAL	015-505-600-322	800.00
TITAN AVIATION FUELS	3233738	12/10/2019	JET A FUEL	015-505-525-233	19,441.88
WALMART -GENERAL CITY	01069	12/10/2019	INVOICE BOOKS, WINDEX, CLORIX WIPES, COFFEE	015-505-541-237	61.40
SULLIVAN'S OFFICE SUPPLY, INC.	50907	12/10/2019	HP INK	015-505-541-237	39.90
CSPIRE WIRELESS	INV0030917	12/05/2019	ACCT#0030349386-CELL PHONE BILL-NOV.2019	015-505-604-330	48.19
MAGNOLIA BOTTLED WATER CO	40926	12/09/2019	5 GALLON BOTTLE OF WATER	015-505-691-550	7.50

Expense Approval Report

Post Dates: 12/05/2019 - 12/11/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SULLIVAN'S OFFICE SUPPLY, INC.	50987	12/10/2019	HP INK	015-505-541-237	63.30
STARKVILLE UTILITIES	INV0030995	12/11/2019	UTILITY BILLS BY DEPT	015-505-625-380	1,776.40
Outstanding Total:					52,310.81
Department 505 - AIRPORT Total:					52,310.81
Fund 015 - AIRPORT FUND Total:					52,310.81

Fund: 022 - ENVIRONMENTAL SERVICES

Department: 322 - SANITATION DEPARTMENT

Outstanding

H&O TRUCKS & TRAILER REPAIR L.L.C.	2660C	12/06/2019	OVERPAYMENT ON INV# 2660/ CHECK# 90814	022-322-630-360	-128.15
OKTIBBEHA COUNTY COOPERATIVE	510872	12/09/2019	INSULATED COAT	022-322-535-233	64.95
STARKVILLE AUTO PARTS	129090	12/10/2019	HALOGEN BULBS, HEAVY DUTY FUNNEL	022-322-630-360	31.97
TERRY'S GARAGE & REPAIRS, LLC	2906	12/10/2019	TRUCK #38 REPAIR OIL LEAK	022-322-630-360	306.27
H&O TRUCKS & TRAILER REPAIR L.L.C.	61744	12/06/2019	TRUCK #85 DRIVESHAFT	022-322-630-360	1,308.98
STARKVILLE AUTO PARTS	129140	12/10/2019	COMPRESSION, COUPLING	022-322-630-360	4.49
CANNON FORD LINCOLN	98436	12/05/2019	TRUCK #127 REPLACE AIR FILTER	022-322-630-360	619.29
H&O TRUCKS & TRAILER REPAIR L.L.C.	61769	12/06/2019	TRUCK #95 U JOINT	022-322-630-360	324.28
GATEWAY TIRE & SERVICE CENTER	1018-116460	12/06/2019	TRUCK #95 -2 NEW TIRES	022-322-630-360	749.85
STARKVILLE AUTO PARTS	129245	12/10/2019	COUPLINGS, MKR LAMPS	022-322-630-360	208.99
O'REILLY AUTO PARTS	0997-108507	12/09/2019	MINI BULBS, FLUID, GREASE, DEF FLUID	022-322-555-250	316.04
GATEWAY TIRE & SERVICE CENTER	1018-116621	12/06/2019	TRUCK #40 -2 NEW TIRES	022-322-630-360	629.86
POWERSTROKE EQUIPMENT SALES & SVC	4064	12/09/2019	REPAIR HEDGETRIMMER & BLOWER	022-322-630-360	127.96
OKTIBBEHA COUNTY COOPERATIVE	513091	12/09/2019	2 PAIR INSULATED COVERALL	022-322-535-233	239.85
WALMART -GENERAL CITY	02554	12/10/2019	CITY EMPLOYEE GROUP PHOTO PRINTS/ENLARGEMEN	022-322-555-250	15.28
GATEWAY TIRE & SERVICE CENTER	1018-116775	12/06/2019	TRUCK #43 TWO NEW TIRES	022-322-630-360	629.86
GATEWAY TIRE & SERVICE CENTER	1018-116811	12/06/2019	TRUCK #33 TWO NEW TIRES	022-322-630-360	629.86
H&O TRUCKS & TRAILER REPAIR L.L.C.	61797	12/06/2019	TRUCK #95 DRAG LINK	022-322-630-360	519.30
MAIL FINANCE	N8029787	12/09/2019	LEASE #N19091633 12.27.19-03.26.20	022-322-604-330	43.50
GATEWAY TIRE & SERVICE CENTER	1018-116828	12/06/2019	TRUCK #98 NEW TIRES	022-322-630-360	666.81
REYNOLDS/RENASANT INSURANCE AGENCY	1021657	12/09/2019	VEHICLE & BUILDING INS. POLICY #AS2-Z51-292228	022-322-620-370	4,200.00
REYNOLDS/RENASANT INSURANCE AGENCY	1028318	12/09/2019	SANITATION TRUCKS	022-322-620-370	566.00
H&O TRUCKS & TRAILER REPAIR L.L.C.	61804	12/06/2019	TRUCK #95 EXHAUST	022-322-630-360	773.32
GTR SOLID WASTE MGMT. AUTH	11.30.19	12/06/2019	NOVEMBER 2019 SOLID WASTE TICKETS	022-322-600-379	34,892.10
CSPIRE BUSINESS SOLUTIONS	CSBS-643956	12/11/2019	CSBS-643956	022-322-604-330	77.33
SGK LANDSCAPES, LLC	ST24309	12/10/2019	MEDIAN MAINTENANCE-LOUISVILLE, NASH, RUSSELL S	022-322-600-338	718.45
SGK LANDSCAPES, LLC	ST24310	12/10/2019	MONTHLY MEDIAN MAINTENANCE - HWY 12	022-322-600-338	1,654.20
PAUL'S WELDING	0381	12/09/2019	REPAIR ZERO TURN MOWER #	022-322-630-360	70.00
WASTE MANAGEMENT	0748331-2132-5	12/10/2019	RECYCLING FOR NOVEMBER 2019	022-322-600-379	2,545.20

Expense Approval Report

Post Dates: 12/05/2019 - 12/11/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
NORTHEAST EXTERMINATING	360376	12/09/2019	SANITATION 12.02.19	022-322-600-300	30.00
SULLIVAN'S OFFICE SUPPLY, INC.	50770	12/10/2019	VERTICAL FILE LOCK KIT	022-322-555-250	31.18
SULLIVAN'S OFFICE SUPPLY, INC.	50774	12/10/2019	APPOINTMENT BOOK	022-322-555-250	10.51
SULLIVAN'S OFFICE SUPPLY, INC.	50798	12/10/2019	4 DESKPAD CALENDARS	022-322-555-250	10.16
CHALET	6083	12/11/2019	FRAMING OF 3 GROUP PHOTOS	022-322-555-250	457.67
FUELMAN / FLEETCOR	NP57348862	12/06/2019	FUEL REPORT 11/25/19 - 12/01/19	022-322-525-231	2,534.94
SULLIVAN'S OFFICE SUPPLY, INC.	50769	12/10/2019	VERTICAL FILE LOCK KITS	022-322-555-250	93.54
WALMART -GENERAL CITY	12.04.19	12/10/2019	SAMS CLUB- 8 CASES WATER/TRAINING CLASS	022-322-610-350	45.54
REGIONS FINANCIAL CORPORATION	901808	12/10/2019	#001-0007521-010/LEASE FRONT END LOADER	022-322-820-874	43,010.96
CSPIRE WIRELESS	INV0030917	12/05/2019	ACCT#0030349386-CELL PHONE BILL-NOV.2019	022-322-604-330	128.66
STARKVILLE DAILY NEWS	INV0030930	12/10/2019	ACCT #000132 ADVERTISING	022-322-604-330	186.50
FUELMAN / FLEETCOR	NP57397680	12/11/2019	FUEL REPORT 12/02/19 - 12/08/19	022-322-525-231	2,836.38
STARKVILLE UTILITIES	INV0030995	12/11/2019	UTILITY BILLS BY DEPT	022-322-625-380	1,206.24
Outstanding Total:					103,388.12
Department 322 - SANITATION DEPARTMENT Total:					103,388.12
Fund 022 - ENVIRONMENTAL SERVICES Total:					103,388.12
Fund: 107 - COMPUTER ASSESSMENTS					
Department: 112 - COMPUTER ASSESMENTS					
Outstanding					
TYLER TECHNOLOGIES	130-10501	12/10/2019	PUBLIC SAFETY SUITE MAINTENANCE 01.01.20-12.31.20	107-112-600-303	9,926.63
Outstanding Total:					9,926.63
Department 112 - COMPUTER ASSESMENTS Total:					9,926.63
Fund 107 - COMPUTER ASSESSMENTS Total:					9,926.63
Fund: 303 - INDUSTRIAL PARK BOND					
Department: 600 - CAPITAL PROJECTS					
Outstanding					
OKT COUNTY SUPERVISORS	989221	12/09/2019	JONES WALKER INV#989221	303-600-600-309	3,123.75
OKT COUNTY SUPERVISORS	2018-05	12/09/2019	ARC ADMIN FEE	303-600-600-309	18,222.50
OKT COUNTY SUPERVISORS	123116	12/09/2019	HEADWATERS INV#123116	303-600-600-309	7,949.37
Outstanding Total:					29,295.62
Department 600 - CAPITAL PROJECTS Total:					29,295.62
Fund 303 - INDUSTRIAL PARK BOND Total:					29,295.62
Fund: 319 - PUBLIC IMPROVEMENT BONDS 2018					
Department: 600 - CAPITAL PROJECTS					
Outstanding					
TERRY STIDHAM CONSTRUCTION	INV0030996	12/11/2019	CENTRAL AVE DRAINAGE IMPROVEMENTS	319-600-948-854	37,512.80
GROUNDSTONE CONSTRUCTION	334-1	12/11/2019	KIRKSIDE DRIVE DRAINAGE IMPROVEMENTS	319-600-948-854	15,860.89
TERRY STIDHAM CONSTRUCTION	INV0030997	12/11/2019	CENTRAL AVE DRAINAGE IMPROVEMENTS	319-600-948-854	6,352.00
Outstanding Total:					59,725.69

Expense Approval Report

Post Dates: 12/05/2019 - 12/11/2019

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Paid					
NEEL-SCHAFFER	1061046.	12/06/2019	LYNN LANE TRAFFIC IMP- SEPT. 2019	319-600-912-861	905.00
Paid Total:					905.00
Department 600 - CAPITAL PROJECTS Total:					60,630.69
Fund 319 - PUBLIC IMPROVEMENT BONDS 2018 Total:					60,630.69
Fund: 375 - PARK AND REC TOURISM					
Department: 551 - PARK & REC TOURISM					
Outstanding					
DALHOFF THOMAS DESIGN STUDIO	9318	12/11/2019	PROJ 18-367 CORNERSTONE PARK	375-551-600-945	93,748.00
Outstanding Total:					93,748.00
Department 551 - PARK & REC TOURISM Total:					93,748.00
Fund 375 - PARK AND REC TOURISM Total:					93,748.00
Fund: 377 - MS 182 / MLK CORRIDOR REVITALIZATION PROJECT					
Department: 318 - MS182/MLK					
Outstanding					
PROGRAPHICS, INC.	76543	12/10/2019	COPIES FOR MLK CORRIDOR REVITALIZATION PROJECT	377-318-680-300	356.60
Outstanding Total:					356.60
Department 318 - MS182/MLK Total:					356.60
Fund 377 - MS 182 / MLK CORRIDOR REVITALIZATION PROJECT Total:					356.60
Grand Total:					778,410.51

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
001 - GENERAL FUND	387,020.11	26,202.80
003 - RESTRICTED FIRE FUND	41,733.93	0.00
015 - AIRPORT FUND	52,310.81	0.00
022 - ENVIRONMENTAL SERVICES	103,388.12	0.00
107 - COMPUTER ASSESSMENTS	9,926.63	0.00
303 - INDUSTRIAL PARK BOND	29,295.62	0.00
319 - PUBLIC IMPROVEMENT BONDS 2018	60,630.69	905.00
375 - PARK AND REC TOURISM	93,748.00	0.00
377 - MS 182 / MLK CORRIDOR REVITALIZATION PROJEC	356.60	0.00
Grand Total:	778,410.51	27,107.80

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
001-000-149-691	MUNICIPAL COURT BON	2,874.50	2,874.50
001-000-160-697	DONATION FIRE	384.45	0.00
001-000-160-698	DONATION POLICE	359.69	0.00
001-000-242-048	BULLYVARD/MDOT/HW	725.00	0.00
001-100-604-330	COMMUNICATIONS	267.73	0.00
001-110-330-166	TRAUMA TRAFFIC	1,416.00	0.00
001-110-330-376	COURT CONSTITUENTS	111.00	0.00
001-110-330-377	MOTOR VEHICLE LIABILI	208.50	0.00
001-110-330-378	APPEARANCE BOND FEE	398.75	0.00
001-110-330-382	TRAFFIC VIOLATION	17,672.25	0.00
001-110-330-385	IMPLIED CONSENT	1,203.50	0.00
001-110-330-386	WIRELESS COMM FEE	2,830.00	0.00
001-110-330-387	OTHER MISDEMEANORS	3,777.75	0.00
001-110-330-389	ADULT DRIVER'S TRAINI	200.00	0.00
001-110-330-393	VICTIMS BOND FEE	165.75	0.00
001-110-330-395	DRUG VIOLATION	112.50	0.00
001-110-330-396	NON-ADJUDICATION (IN	750.00	0.00
001-110-330-397	DUI OFFENSE (INLC14)	72.00	0.00
001-110-330-398	UNINSURED MOTORIST	3,001.75	0.00
001-110-501-200	SUPPLIES/CC MCH FEES	999.85	0.00
001-110-604-330	POSTAGE / COMMUNIC	184.55	0.00
001-110-620-370	INSURANCE	750.00	0.00
001-120-600-300	PROFESSIONAL SERVICE	19,517.00	0.00
001-120-604-330	COMMUNICATIONS	148.96	0.00
001-123-600-300	WEB SITE SVCS, SOFTW	1,417.45	0.00
001-123-604-330	COMMUNICATIONS	2,254.76	0.00
001-123-620-370	INSURANCE	150.00	0.00
001-123-691-550	MISCELLANEOUS	10.00	0.00
001-123-918-806	CAMERA LEASE PAYMEN	1,153.00	0.00
001-145-604-330	POSTAGE/COPIER/PHON	201.15	0.00
001-145-690-556	DUES (MML) / FEES	70.00	0.00
001-159-620-371	BONDING-CITY EMPLOY	850.00	0.00
001-169-600-302	CITY ATTORNEY GENERA	8,561.00	0.00
001-169-600-309	LEGAL EXPENSES	1,700.00	0.00
001-169-600-312	CITY ATTORNEY LITIGATI	759.93	0.00
001-169-615-342	LEGAL ADVERTISING & N	74.54	0.00
001-180-600-320	DRUG/BACKGROUND C	90.00	0.00
001-180-604-330	COPIER/POSTAGE/PHON	123.09	0.00
001-180-610-340	ADVERTISING	785.98	0.00
001-190-600-300	PROF. SVCS/ COMP PLA	843.02	0.00
001-190-604-330	COPIERS/PHONES/IPADS	862.06	0.00
001-190-620-370	INSURANCE	404.45	0.00
001-192-510-220	SUPPLIES	146.51	0.00
001-192-600-338	CONTRACT SERVICES	1,664.00	0.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
001-192-620-370	INSURANCE	2,800.00	0.00
001-192-625-380	UTILITIES	2,781.27	0.00
001-196-630-425	REPAIRS MAINT/MLK/18	900.00	0.00
001-196-631-402	ODDFELLOW MAINTENA	1,700.00	0.00
001-196-637-637	BRUSH ARBOR	600.00	0.00
001-196-691-300	PROFESSIONAL SERVICE	2,816.00	0.00
001-197-600-308	ENGINEERING SERVICES	850.00	850.00
001-197-604-330	COMMUNICATIONS	148.95	0.00
001-197-620-370	INSURANCE	200.00	0.00
001-197-820-874	PRINCIPAL	423.92	0.00
001-197-830-873	INTEREST	13.03	0.00
001-201-501-200	OFFICE SUPPLIES	202.64	0.00
001-201-525-231	GAS & OIL	4,066.76	0.00
001-201-535-233	UNIFORMS	3,364.14	0.00
001-201-541-237	PRISONER JAIL EXPENSE	11,580.00	0.00
001-201-541-240	PRISONER MEDICAL EXP	455.14	0.00
001-201-545-238	FIRING RANGE SUPPLIES	2,102.00	0.00
001-201-555-208	JANITORIAL SUPPLIES	416.17	0.00
001-201-556-251	POLICE SUPPLIES	149.67	0.00
001-201-600-300	PROFESSIONAL SERVICE	5,093.18	0.00
001-201-604-330	PHONES/FAX/COPIERS/	2,166.30	0.00
001-201-620-370	INSURANCE	3,945.70	0.00
001-201-625-380	UTILITIES	2,790.74	0.00
001-201-630-360	VEHICLE REPAIRS & MAI	4,232.81	0.00
001-201-630-426	BUILDING MAINTENANC	832.55	0.00
001-201-690-552	POLICE TRAINING/EDUC	384.00	0.00
001-201-690-555	DUES	190.00	0.00
001-201-691-500	OFFICER TRANSFER PAY	3,082.00	0.00
001-201-918-805	MACHINERY AND EQUIP	1,585.00	0.00
001-261-501-200	OFFICE SUPPLIES	7.52	0.00
001-261-501-250	FIRE PREVENTION SUPPL	1,957.54	1,957.54
001-261-525-231	GAS & OIL	986.79	0.00
001-261-555-208	JANITORIAL & PAPER SU	533.50	0.00
001-261-555-250	SUPPLIES & SMALL TOO	186.60	0.00
001-261-558-269	BUILDING MAINTENANC	493.76	0.00
001-261-600-319	PHYSICAL EXAMINATION	115.00	0.00
001-261-600-390	FIRE TRAINING	2,570.12	0.00
001-261-600-430	UNIFORM CLEANING	55.50	0.00
001-261-604-330	PHONES/CABLE/INTERN	581.88	0.00
001-261-610-350	TRAVEL	432.00	0.00
001-261-620-370	INSURANCE	3,945.70	0.00
001-261-625-380	UTILITIES	2,117.87	0.00
001-261-630-360	SHOP REPAIRS & MAINT	1,696.13	0.00
001-261-690-555	DUES	1,280.00	0.00
001-261-730-540	HMEP/LEPC GRANT	37,167.21	0.00
001-281-525-231	GAS & OIL	54.57	0.00
001-281-604-330	COPIER/PHONES/IPADS/	251.88	0.00
001-281-620-370	INSURANCE	208.70	0.00
001-281-820-874	PRINCIPAL (VEHICLES)	423.92	0.00
001-281-830-873	INTEREST (VEHICLES)	13.03	0.00
001-290-625-380	UTILITIES / CODE RED	82.15	0.00
001-301-525-231	GAS & OIL	1,425.64	0.00
001-301-535-233	UNIFORMS	119.12	0.00
001-301-555-250	SUPPLIES & SMALL TOO	1,128.69	0.00
001-301-560-270	CONSTRUCTION MATERI	789.75	0.00
001-301-565-272	STREETS SIGNS & PAINT	187.35	0.00
001-301-604-330	COMMUNICATIONS	128.80	0.00
001-301-620-370	INSURANCE	2,000.00	0.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
001-301-625-380	UTILITIES/STREET LIGHTI	869.54	0.00
001-301-630-360	SHOP REPAIRS & MAINT	3,828.74	0.00
001-301-691-550	MISCELLANEOUS	1,447.20	0.00
001-301-918-805	MACHINERY AND EQUIP	968.60	0.00
001-360-604-330	COMMUNICATIONS	112.92	0.00
001-360-620-370	INSURANCE	225.00	0.00
001-550-501-200	OFFICE SUPPLIES	315.40	0.00
001-550-501-208	JANITORIAL	2,553.38	0.00
001-550-501-220	CLASS/ACTIVITY SUPPLIE	419.99	0.00
001-550-501-415	SPORTS PROGRAMS	4,160.23	0.00
001-550-525-231	GAS & OIL	172.09	0.00
001-550-535-233	UNIFORMS	204.79	0.00
001-550-600-320	CONTRACT LABOR, UMP	515.00	0.00
001-550-600-330	PHONES / COPIERS/POS	339.30	0.00
001-550-600-340	UTILITIES	8,968.48	0.00
001-550-600-360	INSURANCE	3,500.00	0.00
001-550-610-350	TRAVEL/TRAINING	35.47	0.00
001-550-630-426	BUILDING MAINT/REPAI	7,184.52	0.00
001-550-636-110	FIELD IMPROVEMENTS/	2,035.00	0.00
001-550-690-360	VEHICLE REPAIRS AND	18.87	0.00
001-550-820-874	PRINCIPAL (2019 MOWE	3,975.05	0.00
001-550-830-873	INTEREST (2019 MOWER	513.95	0.00
001-552-610-350	NRPA TRAVEL	2,119.94	1,739.88
001-600-912-805	ERBR 53-420(02) STARK	18,780.88	18,780.88
001-600-912-856	RUSSELL/LOUISVILLE ST	122,690.66	0.00
003-560-820-874	PRINCIPAL	28,205.99	0.00
003-560-830-873	INTEREST	13,527.94	0.00
015-505-525-231	GAS & OIL	428.75	0.00
015-505-525-232	100LL AV GAS PURCHAS	28,635.58	0.00
015-505-525-233	JET A FUEL PURCHASES	19,441.88	0.00
015-505-541-237	OPERATING SUPPLIES	164.60	0.00
015-505-555-250	SMALL TOOLS & EQUIP	55.18	0.00
015-505-600-322	LEASE/RENT-FUEL TRUC	800.00	0.00
015-505-600-338	CONTRACT & LEGAL SER	144.95	0.00
015-505-604-330	CELL PHONE/POSTAGE	125.52	0.00
015-505-620-370	INSURANCE	605.45	0.00
015-505-625-380	UTILITIES	1,776.40	0.00
015-505-630-400	EQUIPMENT REPAIR &	125.00	0.00
015-505-691-550	MISCELLANEOUS	7.50	0.00
022-322-525-231	GAS & OIL	5,371.32	0.00
022-322-535-233	UNIFORMS	304.80	0.00
022-322-555-250	SUPPLIES & SMALL TOO	934.38	0.00
022-322-600-300	PROFESSIONAL SERVICE	30.00	0.00
022-322-600-338	HWY 12 MAINT/RUSSEL	2,372.65	0.00
022-322-600-379	LANDFILL FEES	37,437.30	0.00
022-322-604-330	COMMUNICATIONS	435.99	0.00
022-322-610-350	TRAVEL / TRAINING	45.54	0.00
022-322-620-370	INSURANCE	4,766.00	0.00
022-322-625-380	UTILITIES	1,206.24	0.00
022-322-630-360	SHOP REPAIRS & MAINT	7,472.94	0.00
022-322-820-874	PRINCIPAL-2 FRONT LOA	43,010.96	0.00
107-112-600-303	DATA PROCESSING	9,926.63	0.00
303-600-600-309	LEGAL AND PROF SVCS E	29,295.62	0.00
319-600-912-861	ROADWAY IMPROVEME	905.00	905.00
319-600-948-854	DRAINAGE IMPROVEME	59,725.69	0.00
375-551-600-945	CORNERSTONE PROF SE	93,748.00	0.00
377-318-680-300	PROFESSIONAL SERVICE	356.60	0.00
Grand Total:		778,410.51	27,107.80

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	717,779.82	26,202.80
17026	905.00	905.00
17055	15,860.89	0.00
19040	43,864.80	0.00
Grand Total:	778,410.51	27,107.80



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 the Starkville Utilities Electric and Water Department Claims Docket and were purchased in accordance with the applicable purchasing statutes as established by the State of Mississippi.

David Wise

David M. Wise, CPA
Manager of Accounting & Finance
Starkville Utilities

STARKVILLE WATER DEPT
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 12/18/19 ACCOUNT 23110

UNPAID INVOICES

PAGE 1
RUN DATE 12/10/19 04:01 PM

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										
556,667	12/10/19	3571 Parts		12/18/19	4021.18	.00	CHK			
VENDOR TOTAL:					4021.18					
VENDOR: 57 ALLIED UNIVERSAL CORPORATION										
583157	12/10/19	3372 Chemicals		12/18/19	2018.40	.00	ACH			
VENDOR TOTAL:					2018.40					
VENDOR: 76 APAC MISSISSIPPI, INC.										
4000088979	12/10/19	0 Asphalt repair		12/18/19	434.39	.00	ACH			
VENDOR TOTAL:					434.39					
VENDOR: 189 BANCORPSOUTH-2012 BONDS										
12/01/19	12/06/19	0 2.6M GO Bond Payment		12/18/19	16904.52	.00	CHK			
VENDOR TOTAL:					16904.52					
VENDOR: 190 BANCORPSOUTH EQUIP FINANCE										
672461 - 12/1/19	12/06/19	0 Loan-Mini Excavator		12/18/19	3799.59	.00	CHK			
VENDOR TOTAL:					3799.59					
VENDOR: 202 BELL BUILDING SUPPLY										
274770	12/10/19	3530 Parts		12/18/19	47.68	.00	ACH			
VENDOR TOTAL:					47.68					
VENDOR: 215 CINTAS										
5014696572	12/10/19	3572 Eye Station Maintenance		12/18/19	160.00	.00	CHK			
VENDOR TOTAL:					160.00					
VENDOR: 232 BAGWELL ENTERPRISES LLC										
NOV 2019	12/09/19	0 Meter Reading		12/18/19	7768.00	.00	ACH			
VENDOR TOTAL:					7768.00					

STARKVILLE WATER DEPT
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 12/18/19 ACCOUNT 23110

UNPAID INVOICES

PAGE 2
RUN DATE 12/10/19 04:01 PM

INVOICE	DATE	PO NBR DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH	SEQ
VENDOR: 243 CARDLOCK VENDING											
13402	12/06/19	0 Gas Pump Services		12/18/19	235.00	.00	CHK				
VENDOR TOTAL:					235.00						
VENDOR: 307 CITY OF STARKVILLE											
NOV 2019-EXP	12/06/19	0 Due to City - Nov 2019		12/18/19	17614.34	.00	CHK				
NOV 2019-SALARY	12/06/19	0 Reimb City Salaries		12/18/19	12967.08	.00	CHK				
VENDOR TOTAL:					30581.42						
VENDOR: 362 CONSOLIDATED PIPE & SUPPLY											
3194234	12/10/19	3532 Meters		12/18/19	1988.00	.00	CHK				
3194286	12/10/19	3539 Material		12/18/19	4650.00	.00	CHK				
3194287,31942871	12/10/19	3540 Parts		12/18/19	2600.00	.00	CHK				
3194288	12/10/19	3541 Parts		12/18/19	609.84	.00	CHK				
3194314,3194360	12/10/19	3545 Pallets		12/18/19	20561.40	.00	CHK				
3194326,3193423	12/10/19	3548 Parts		12/18/19	799.95	.00	CHK				
3194333,01	12/10/19	3544 Inventory		12/18/19	785.00	.00	CHK				
3194341	12/10/19	3548 Parts		12/18/19	2220.00	.00	CHK				
3194363	12/10/19	3552 Parts		12/18/19	1125.00	.00	CHK				
3194384	12/10/19	3555 Parts		12/18/19	340.00	.00	CHK				
3194400	12/10/19	3555 Parts		12/18/19	730.00	.00	CHK				
3194421	12/10/19	3567 Pallets		12/18/19	2550.00	.00	CHK				
VENDOR TOTAL:					38959.19						
VENDOR: 373 D & S SALES, INC.											
26138	12/10/19	3593 Parts		12/18/19	275.81	.00	CHK				
VENDOR TOTAL:					275.81						
VENDOR: 485 DONALD SMITH COMPANY, INC											
RFP#1 - 11/08/19	12/09/19	0 Bluefield Well Rehab		12/18/19	100529.00	.00	CHK				
VENDOR TOTAL:					100529.00						
VENDOR: 496 EAST MISS LUMBER											
3569	12/10/19	3569 Material		12/18/19	35.99	.00	CHK				
3800	12/10/19	3421 Parts		12/18/19	268.81	.00	CHK				
61043	12/10/19	3569 Parts		12/18/19	14.55	.00	CHK				
VENDOR TOTAL:					319.35						

STARKVILLE WATER DEPT
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 12/18/19 ACCOUNT 23110

UNPAID INVOICES

PAGE 3
RUN DATE 12/10/19 04:01 PM

INVOICE	DATE	PO NBR DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH	SEQ
VENDOR: 498 PUMPELLO OIL ACQUISITION LLC											
0432403	12/10/19	3582 Maintenance		12/18/19	938.43	.00	ACH				
VENDOR TOTAL:					938.43						
VENDOR: 604 FASTENAL											
89192-1	12/10/19	3573 Nov Supplies		12/18/19	4433.24	.00	ACH				
VENDOR TOTAL:					4433.24						
VENDOR: 606 4-COUNTY EPA											
NOV 2019	12/09/19	0 Utilities expense		12/18/19	13574.54	.00	CHK				
VENDOR TOTAL:					13574.54						
VENDOR: 620 G & C SUPPLY CO., INC.											
6759081	12/10/19	3492 Material		12/18/19	161.89	.00	ACH				
6759932	12/10/19	3558 Parts		12/18/19	939.25	.00	ACH				
VENDOR TOTAL:					1101.14						
VENDOR: 626 GROUNDSTONE CONSTRUCTION											
318-4	12/10/19	3594 Concrete Repair		12/18/19	4804.00	.00	CHK				
VENDOR TOTAL:					4804.00						
VENDOR: 639 GOLDEN TRIANGLE											
3062122019	12/09/19	0 Billing services		12/18/19	64.00	.00	ACH				
VENDOR TOTAL:					64.00						
VENDOR: 690 GARVER LLC											
19W10280-2	12/10/19	0 Engineering-Green Oaks		12/18/19	13560.00	.00	ACH				
VENDOR TOTAL:					13560.00						
VENDOR: 691 GATEWAY TIRE&SERVICE CENTER											
1018-117108	12/10/19	3590 Tires		12/18/19	1454.72	.00	CHK				
VENDOR TOTAL:					1454.72						

STARKVILLE WATER DEPT
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 12/18/19 ACCOUNT 23110

UNPAID INVOICES

PAGE 4
RUN DATE 12/10/19 04:01 PM

INVOICE	DATE	PO NBR	DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH	SEQ	
VENDOR: 765 HYDRA SERVICE, INC.													
137791	12/10/19	3579	Rental		12/18/19	437.00		.00			ACH		
VENDOR TOTAL:						437.00							
VENDOR: 1017 J & P CONSTRUCTION CO INC													
RFP#1 - 11/26/19	12/09/19	0	WWTP Biosolids Construction		12/18/19	348255.75		.00			ACH		
VENDOR TOTAL:						348255.75							
VENDOR: 1106 LESLIE DEAN													
316, 317	12/10/19	0	Maintenance		12/18/19	1275.00		.00			ACH		
VENDOR TOTAL:						1275.00							
VENDOR: 1205 LOWE'S													
01849	12/10/19	3584	Parts		12/18/19	44.09		.00			CHK		
VENDOR TOTAL:						44.09							
VENDOR: 1322 MMC MATERIALS, INC.													
628093,628554	12/10/19	3508	Material		12/18/19	433.79		.00			CHK		
628796	12/10/19	3575	Load Charge		12/18/19	225.00		.00			CHK		
VENDOR TOTAL:						658.79							
VENDOR: 1329 NORTH CENTRAL LABORATORIES													
423835	12/10/19	0	Lab supplies		12/18/19	260.64		.00			ACH		
VENDOR TOTAL:						260.64							
VENDOR: 1341 MS DEVELOPMENT AUTHORITY													
12/01/19	12/06/19	0	CAP Loan Payments		12/18/19	25713.33		.00			CHK		
VENDOR TOTAL:						25713.33							
VENDOR: 1392 NUNLEY TRUCKING CO, INC.													
17560823	12/10/19	3589	Material		12/18/19	1476.56		.00			CHK		
VENDOR TOTAL:						1476.56							

STARKVILLE WATER DEPT
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 12/18/19 ACCOUNT 23110

UNPAID INVOICES

PAGE 5
RUN DATE 12/10/19 04:01 PM

INVOICE	DATE	PO NBR	DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH	SEQ
VENDOR: 1400 NESCO												
2359882	12/10/19	3580	Parts		12/18/19	111.00	.00	ACH				
VENDOR TOTAL:						111.00						
VENDOR: 1525 OKTIBBEHA COUNTY COOP												
516188	12/10/19	3588	Material		12/18/19	72.75	.00	ACH				
516449	12/10/19	3546	Uniforms		12/18/19	144.90	.00	ACH				
VENDOR TOTAL:						217.65						
VENDOR: 1619 PIPELOGIX INC.												
5062	12/06/19	0	Product Support		12/18/19	2500.00	.00	CHK				
VENDOR TOTAL:						2500.00						
VENDOR: 1623 POWERSTROKE EQUIPMENT, INC												
4006	12/10/19	3591	Equipment		12/18/19	199.99	.00	CHK				
VENDOR TOTAL:						199.99						
VENDOR: 1627 PROGRAPHICS												
76534	12/10/19	3576	Material		12/18/19	1925.00	.00	CHK				
VENDOR TOTAL:						1925.00						
VENDOR: 1812 RUTHERFORD CONTRACTING LLC												
430	12/06/19	0	Tree and Stump Removal		12/18/19	4350.00	.00	ACH				
VENDOR TOTAL:						4350.00						
VENDOR: 1884 STARKVILLE GARBAGE												
11/24/19	12/06/19	0	Garbage disposal-600137		12/18/19	90.00	.00	CHK				
VENDOR TOTAL:						90.00						
VENDOR: 1905 STARKVILLE AUTO PARTS												
128687,128756	12/10/19	3509	Supplies		12/18/19	268.70	.00	CHK				
VENDOR TOTAL:						268.70						

STARKVILLE WATER DEPT
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 12/18/19 ACCOUNT 23110

UNPAID INVOICES

PAGE 6
RUN DATE 12/10/19 04:01 PM

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 OFFICE SUPPLY												
50763	12/10/19	3578	Office Supplies		12/18/19	138.27	.00	ACH				
VENDOR TOTAL:						138.27						
VENDOR: 2000 TALKING WARRIOR WATER ASSOC												
NOV 2019	12/09/19	0	Water Revenues-Nov 2019		12/18/19	1275.87	.00	ACH				
VENDOR TOTAL:						1275.87						
VENDOR: 2009 TERRY STIDHAM CONSTRUCTION												
610564,567,568	12/09/19	0	Water leak work		12/18/19	12107.50	.00	ACH				
610565,566	12/10/19	0	Water leak repairs		12/18/19	1250.00	.00	ACH				
VENDOR TOTAL:						13357.50						
VENDOR: 2018 TRADE AMERICA												
23689	12/10/19	3566	Misc Supplies		12/18/19	97.88	.00	ACH				
23690	12/10/19	3566	Office Supplies		12/18/19	142.84	.00	ACH				
23691	12/10/19	3566	Misc Supplies		12/18/19	154.71	.00	ACH				
VENDOR TOTAL:						395.43						
VENDOR: 2025 THE SHERWIN-WILLIAMS CO												
0748-3,0633-7,06	12/10/19	3583	Material		12/18/19	622.50	.00	CHK				
9750-5-	12/10/19	3583	Material		12/18/19	197.16	.00	CHK				
VENDOR TOTAL:						819.66						
VENDOR: 2104 UPS												
24W1X6479	12/06/19	0	Postage		12/18/19	29.35	.00	CHK				
24W1X6489	12/10/19	0	Postage		12/18/19	27.69	.00	CHK				
VENDOR TOTAL:						57.04						
VENDOR: 2111 USA BLUEBOOK												
014720	12/10/19	3379	Freight for Parts		12/18/19	29.43	.00	ACH				
933311	12/10/19	3592	Parts		12/18/19	345.96	.00	ACH				
VENDOR TOTAL:						375.39						

STARKVILLE WATER DEPT
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 12/18/19 ACCOUNT 23110

UNPAID INVOICES

PAGE 7
RUN DATE 12/10/19 04:01 PM

INVOICE	DATE	PO NBR	DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH	SEQ	
VENDOR: 2202 WAYPOINT ANALYTICAL													
1049048	12/10/19	3511	Analysis		12/18/19	234.00	.00	ACH					
1049165	12/10/19	3511	Anaylsis		12/18/19	234.00	.00	ACH					
VENDOR TOTAL:						468.00							
VENDOR: 2210 VERIZON WIRELESS													
9843262695	12/06/19	0	Phone bill 2821-03		12/18/19	534.20	.00	CHK					
VENDOR TOTAL:						534.20							
VENDOR: 2221 VOLKERT, INC.													
00910001	12/09/19	0	Engineering-WWTP Biosolids		12/18/19	58552.50	.00	ACH					
01011012	12/10/19	0	Engineering-WWTP Biosolids		12/18/19	13317.50	.00	ACH					
VENDOR TOTAL:						71870.00							
VENDOR: 2327 WAUKAWAY DISTRIBUTORS, INC.													
56369	12/10/19	3581	Supplies		12/18/19	24.60	.00	ACH					
VENDOR TOTAL:						24.60							
VENDOR: 99009800 J SCOTT TENHET & ASSOC INC													
10/16/19	12/06/19	0	Land survey		12/18/19	1050.00	.00	CHK					
VENDOR TOTAL:						1050.00							
GRAND TOTAL:						724133.06							

STARKVILLE UTILITIES
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 12/18/19 ACCOUNT 23200

UNPAID INVOICES

PAGE 1
RUN DATE 12/10/19 04:07 PM

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													
3948485	12/09/19	8486	12/09/19 9044 Materials		12/18/19	17201.63	.00	ACH					
VENDOR TOTAL:						17201.63							
VENDOR: 124 ATMOS ENERGY													
3012612404-12/19	12/09/19		0 Utility bill		12/18/19	536.25	.00	ACH					
VENDOR TOTAL:						536.25							
VENDOR: 125 AT & T													
3600 - 11/22/19	12/05/19		0 Phone bill		12/18/19	402.59	.00	CHK					
VENDOR TOTAL:						402.59							
VENDOR: 131 ALTEC INDUSTRIES, INC.													
11226069, 1122986	12/10/19		8817 Safety Gear		12/18/19	322.72	.00	ACH					
11292003	12/09/19		9041 Supplies		12/18/19	92.50	.00	ACH					
VENDOR TOTAL:						415.22							
VENDOR: 227 BULLDOG TOWING, LLC													
39875	12/10/19		8998 Tow Service		12/18/19	525.00	.00	CHK					
VENDOR TOTAL:						525.00							
VENDOR: 283 CHANCELLOR SUPPLY INC.													
050010307-01	12/10/19		8983 Materials		12/18/19	1743.90	.00	CHK					
VENDOR TOTAL:						1743.90							
VENDOR: 303 C SPIRE WIRELESS													
NOV 2019	12/05/19		0 Phone bill		12/18/19	407.67	.00	CHK					
VENDOR TOTAL:						407.67							
VENDOR: 306 CITY OF STARKVILLE-TAX&ADMIN													
DEC 2019-TAX	12/09/19		0 Tax Equivalency		12/18/19	113750.00	.00	CHK					
NOV 2019-ADMIN	12/06/19		0 Administrative Fees		12/18/19	13316.40	.00	CHK					
OCT 2019-ADMIN	12/06/19		0 Administrative Fees		12/18/19	9682.94	.00	CHK					
VENDOR TOTAL:						136749.34							

STARKVILLE UTILITIES
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 12/18/19 ACCOUNT 23200

UNPAID INVOICES

PAGE 2
RUN DATE 12/10/19 04:07 PM

INVOICE	DATE	PO NBR	DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH	SEQ
VENDOR: 307 CITY OF STARKVILLE												
NOV 2019-STL	12/06/19		0 Reimb St Louis salary		12/18/19	6208.96	.00	CHK				
VENDOR TOTAL:						6208.96						
VENDOR: 348 DELL MARKETING L.P.												
12/01/19	12/10/19		0 Computer software		12/18/19	403.00	.00	CHK				
VENDOR TOTAL:						403.00						
VENDOR: 604 FASTENAL COMPANY												
89639	12/10/19		9042 Parts		12/18/19	645.99	.00	ACH				
VENDOR TOTAL:						645.99						
VENDOR: 616 FUELMAN												
NP57348862	12/05/19		0 Fuel		12/18/19	1403.55	.00	CHK				
NP57397680	12/09/19		0 Fuel		12/18/19	1886.50	.00	CHK				
VENDOR TOTAL:						3290.05						
VENDOR: 696 GARNER LUMLEY ELECTRIC												
564186	12/10/19		9022 Parts		12/18/19	3510.00	.00	ACH				
564576	12/10/19		8897 Loadbreak Junction		12/18/19	4825.00	.00	ACH				
564577	12/10/19		9034 Stock Material		12/18/19	10850.40	.00	ACH				
564578	12/10/19		9037 Stock		12/18/19	4716.00	.00	ACH				
VENDOR TOTAL:						23901.40						
VENDOR: 730 GRESKO UTILITY SUPPLY, INC.												
50016487	12/10/19		8812 Stock Material		12/18/19	28625.00	.00	ACH				
50017113,5001711	12/10/19		9015 Stock Material		12/18/19	4725.00	.00	ACH				
VENDOR TOTAL:						33350.00						
VENDOR: 801 NEOPOST												
1593 - 11/26/19	12/06/19		0 Postage		12/18/19	39.00	.00	CHK				
VENDOR TOTAL:						39.00						

STARKVILLE UTILITIES
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 12/18/19 ACCOUNT 23200

UNPAID INVOICES

PAGE 3
RUN DATE 12/10/19 04:07 PM

INVOICE	DATE	PO NBR DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH	SEQ
VENDOR: 1019 KILLEN CONTRACTORS INC											
6688	12/05/19	0 Boring at Southwire Project		12/18/19	9800.00	.00	CHK				
VENDOR TOTAL:					9800.00						
VENDOR: 1205 LOWE'S											
09201,09632,1076	12/10/19	9060 Material and Supplies		12/18/19	457.50	.00	CHK				
VENDOR TOTAL:					457.50						
VENDOR: 1239 LOLLEY REAL ESTATE											
DEC 2019	12/09/19	0 Storage Rental		12/18/19	900.00	.00	ACH				
VENDOR TOTAL:					900.00						
VENDOR: 1400 NESCO											
2359052,2359195	12/10/19	9045 Supplies and Tools		12/18/19	1383.95	.00	ACH				
VENDOR TOTAL:					1383.95						
VENDOR: 1406 NORTHEAST EXTERMINATING											
12-02-19	12/10/19	9052 Pest Control		12/18/19	45.00	.00	ACH				
VENDOR TOTAL:					45.00						
VENDOR: 1408 FUSION LLC											
193345479	12/06/19	0 Phone bill		12/18/19	337.67	.00	ACH				
VENDOR TOTAL:					337.67						
VENDOR: 1421 NTG LLC											
10205	12/06/19	0 Internet phone hosting		12/18/19	650.00	.00	ACH				
VENDOR TOTAL:					650.00						
VENDOR: 1525 OKTIBBEHA CO. CO-OP											
284,647,342,394	12/09/19	9040 Uniforms		12/18/19	414.86	.00	ACH				
517517	12/10/19	9040 Uniforms		12/18/19	83.96	.00	ACH				
VENDOR TOTAL:					498.82						

STARKVILLE UTILITIES
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 12/18/19 ACCOUNT 23200

UNPAID INVOICES

PAGE 4
RUN DATE 12/10/19 04:07 PM

INVOICE	DATE	PO NBR DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH	SEQ
VENDOR: 1531 MDR CONSTRUCTION, INC.											
29-25698,29-2576	12/10/19	9059 Contractor Service		12/18/19	30927.00	.00	ACH				
VENDOR TOTAL:					30927.00						
VENDOR: 1621 POWER MONITORS, INC.											
I0032900	12/09/19	8975 Repairs, Parts		12/18/19	47.42	.00	CHK				
VENDOR TOTAL:					47.42						
VENDOR: 1818 UNITED RENTALS, INC.											
175865665-002	12/10/19	9020 Rental Equipment		12/18/19	1767.10	.00	ACH				
176678628	12/10/19	9049 Generator		12/18/19	56.78	.00	ACH				
943761631-146	12/10/19	9051 Monthly Equipment Rental		12/18/19	2395.01	.00	ACH				
VENDOR TOTAL:					4218.89						
VENDOR: 1881 SMITH BROTHERS LAND SERV LLC											
120319-01	12/05/19	0 ROW Clearing		12/18/19	300.00	.00	ACH				
VENDOR TOTAL:					300.00						
VENDOR: 1886 SEDC											
28061	12/09/19	0 Billing services		12/18/19	24722.60	.00	ACH				
VENDOR TOTAL:					24722.60						
VENDOR: 1887 S & S LINE SERVICE INC											
2082-2085	12/05/19	0 ROW Clearing		12/18/19	11193.60	.00	ACH				
VENDOR TOTAL:					11193.60						
VENDOR: 1915 SED-PETTY CASH											
12/01/19	12/10/19	0 Replenish Petty Cash		12/18/19	461.43	.00	CHK				
VENDOR TOTAL:					461.43						
VENDOR: 1925 SCOTT PETROLEUM CORP.											
1414491	12/09/19	9054 Fuel Cylinder Refills		12/18/19	42.00	.00	ACH				
VENDOR TOTAL:					42.00						

STARKVILLE UTILITIES
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 12/18/19 ACCOUNT 23200

UNPAID INVOICES

PAGE 5
RUN DATE 12/10/19 04:07 PM

INVOICE	DATE	PO NBR	DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH	SEQ	
VENDOR: 1927 STAPLES BUSINESS CREDIT													
11/25/19 STMT	12/05/19		0 Office supplies		12/18/19	165.55	.00	CHK					
VENDOR TOTAL:						165.55							
VENDOR: 1931 STARKVILLE SANITATION DEPT													
NOV 2019	12/09/19		0 Sanitation Collections-Nov 2		12/18/19	248882.40	.00	CHK					
VENDOR TOTAL:						248882.40							
VENDOR: 1932 STARKVILLE DAILY NEWS													
11/30/19 STMT	12/09/19		0 Advertising - Acct# 2578		12/18/19	66.62	.00	ACH					
VENDOR TOTAL:						66.62							
VENDOR: 1933 STARKVILLE WATER DEPT													
NOV 2019	12/09/19		0 Collections - Nov 2019		12/18/19	584918.99	.00	ACH					
VENDOR TOTAL:						584918.99							
VENDOR: 1940 STUART C. IRBY													
11643712.001	12/10/19		9023 Material		12/18/19	4420.00	.00	ACH					
11660065.002,003	12/10/19		9035 Stock Material		12/18/19	6325.50	.00	ACH					
VENDOR TOTAL:						10745.50							
VENDOR: 1944 SOUTHERN POWER & COATING													
1159	12/09/19		9062 Substation testing		12/18/19	1540.00	.00	CHK					
VENDOR TOTAL:						1540.00							
VENDOR: 2018 TRADE AMERICA													
23650,23672	12/10/19		9043 Supplies		12/18/19	657.53	.00	ACH					
23687	12/10/19		9047 Supplies		12/18/19	404.25	.00	ACH					
VENDOR TOTAL:						1061.78							
VENDOR: 2021 TCC FACILITIES MANAGEMENT													
3820	12/06/19		0 Janitorial services		12/18/19	450.00	.00	ACH					
VENDOR TOTAL:						450.00							

STARKVILLE UTILITIES
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 12/18/19 ACCOUNT 23200

UNPAID INVOICES

PAGE 6
RUN DATE 12/10/19 04:07 PM

INVOICE	DATE	PO NBR DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH	SEQ
VENDOR:	2036	TRUCK CENTER, INC.									
21718, 21644	12/09/19	9002 Truck repairs		12/18/19	5772.21	.00	CHK				
		VENDOR TOTAL:			5772.21						
VENDOR:	2104	UPS									
12031F479	12/05/19	0 Postage		12/18/19	39.72	.00	CHK				
		VENDOR TOTAL:			39.72						
VENDOR:	2110	US POSTAL SERVICE									
12/05/19	12/05/19	0 PO Box Renewal		12/18/19	512.00	.00	CHK				
		VENDOR TOTAL:			512.00						
VENDOR:	2116	UTILITECH									
2295	12/05/19	0 Product Development and Supp		12/18/19	500.00	.00	ACH				
		VENDOR TOTAL:			500.00						
VENDOR:	2122	UPCHURCH SERVICES LLC									
144888	12/05/19	0 AC Maintenance & Repairs		12/18/19	1032.50	.00	ACH				
		VENDOR TOTAL:			1032.50						
VENDOR:	2210	VERIZON WIRELESS									
9842911693	12/06/19	0 AMI M2M Data Usage		12/18/19	575.74	.00	CHK				
9843262693	12/06/19	0 Phone bill 2821-01		12/18/19	1684.63	.00	CHK				
		VENDOR TOTAL:			2260.37						
VENDOR:	2300	WALMART COMMUNITY BRC									
112219	12/10/19	9053 Supplies		12/18/19	42.80	.00	CHK				
		VENDOR TOTAL:			42.80						
VENDOR:	2319	WESCO									
183945	12/10/19	8913 Stock Material		12/18/19	3687.00	.00	ACH				
186154	12/10/19	8744 Stock Materials		12/18/19	70143.00	.00	ACH				
186901	12/10/19	9018 Stock Material		12/18/19	673.00	.00	ACH				
187860	12/10/19	8951 Stock Material		12/18/19	4182.00	.00	ACH				

STARKVILLE UTILITIES
PRG. ACTPAYLT

ACCOUNTS PAYABLE LISTING
FOR: 12/18/19 ACCOUNT 23200

UNPAID INVOICES

PAGE 7
RUN DATE 12/10/19 04:07 PM

INVOICE	DATE	PO NBR	DESCRIPTION	TEMPL INV	AP DATE	INVOICE AMOUNT	TAX AMOUNT	PMT TYP	PAID AMOUNT	PAID/VOID DATE	CHECK/ ACH	SEQ	
VENDOR TOTAL:						78685.00							
VENDOR: 2327 WAUKAWAY DISTRIBUTORS, INC.													
56370	12/05/19		0 Water		12/18/19	16.40	.00	ACH					
CLR1219-274	12/06/19		0 Water		12/18/19	20.00	.00	ACH					
VENDOR TOTAL:						36.40							
VENDOR: 99009971 SERVICEMASTER RESTORATION													
192899-1203	12/05/19		0 Janitorial cleaning		12/18/19	438.00	.00	CHK					
VENDOR TOTAL:						438.00							
VENDOR: 99009974 PENNY BOWEN DESIGNS INC													
11/30/19	12/09/19		0 Consulting		12/18/19	45.00	.00	CHK					
VENDOR TOTAL:						45.00							
GRAND TOTAL:						1249000.72							



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

AGENDA ITEM DEPT.: Finance & Admin
AGENDA DATE: 12-17-2019
PAGE: 1

SUBJECT: Request approval of the November 2019 financial statements 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,
Jameika Smith, Deputy Clerk - Accounting Assistant, or David Wise,
Manager of Accounting & Finance

SUGGESTED MOTION:

Approval of the November 2019 financial statements of the City of Starkville, MS.



City of Starkville, MS

Budget Report Group Summary

For Fiscal: 2019-2020 Period Ending: 11/30/2019

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 001 - GENERAL FUND						
Revenue						
Department: 000 - UNDESIGNATED						
200 - TAXES	7,472,500.00	7,472,500.00	57,842.05	106,280.15	-7,366,219.85	1.42 %
206 - LIEU OF TAXES	790,500.00	790,500.00	44,761.56	73,179.85	-717,320.15	9.26 %
220 - LICENSES AND PERMITS	238,000.00	238,000.00	28,790.38	46,476.98	-191,523.02	19.53 %
230 - INTERGOVERNMENTAL REVENUES	9,217,500.00	9,217,500.00	702,717.38	1,556,374.02	-7,661,125.98	16.88 %
250 - GRANTS	975,247.00	975,247.00	82,283.85	296,360.27	-678,886.73	30.39 %
280 - CHARGES FOR GOVERNMENTAL SERVICES	24,500.00	24,500.00	7,161.17	14,714.11	-9,785.89	60.06 %
330 - FINES AND FORFEITS	563,000.00	563,000.00	26,342.92	64,064.44	-498,935.56	11.38 %
340 - MISCELLANEOUS	627,620.00	627,620.00	44,120.00	99,812.54	-527,807.46	15.90 %
360 - CHARGES FOR SERVICES	1,550.00	1,550.00	241.00	259.00	-1,291.00	16.71 %
380 - TRANSFERS AND NON REVENUE RECEIPTS	3,155,000.00	3,155,000.00	113,750.00	290,000.00	-2,865,000.00	9.19 %
631 - ODDFELLOWS	5,000.00	5,000.00	325.49	661.34	-4,338.66	13.23 %
Department: 000 - UNDESIGNATED Total:	23,070,417.00	23,070,417.00	1,108,335.80	2,548,182.70	-20,522,234.30	11.05 %
Revenue Total:	23,070,417.00	23,070,417.00	1,108,335.80	2,548,182.70	-20,522,234.30	11.05 %
Expense						
Department: 100 - BOARD OF ALDERMEN						
400 - PERSONNEL SERVICES	207,060.00	207,060.00	20,975.65	37,141.70	169,918.30	17.94 %
600 - CONTRACTUAL SERVICES	17,500.00	17,500.00	1,047.31	1,364.71	16,135.29	7.80 %
Department: 100 - BOARD OF ALDERMEN Total:	224,560.00	224,560.00	22,022.96	38,506.41	186,053.59	17.15 %
Department: 110 - MUNICIPAL COURT						
400 - PERSONNEL SERVICES	320,745.00	320,745.00	39,019.60	65,209.01	255,535.99	20.33 %
500 - SUPPLIES	12,500.00	12,500.00	100.00	2,201.64	10,298.36	17.61 %
600 - CONTRACTUAL SERVICES	20,700.00	20,700.00	6,206.28	6,849.65	13,850.35	33.09 %
900 - CAPITAL OUTLAY	15,500.00	15,500.00	0.00	0.00	15,500.00	0.00 %
Department: 110 - MUNICIPAL COURT Total:	369,445.00	369,445.00	45,325.88	74,260.30	295,184.70	20.10 %
Department: 111 - YOUTH COURT						
600 - CONTRACTUAL SERVICES	1,500.00	1,500.00	137.95	252.98	1,247.02	16.87 %
Department: 111 - YOUTH COURT Total:	1,500.00	1,500.00	137.95	252.98	1,247.02	16.87 %
Department: 120 - MAYORS OFFICE						
400 - PERSONNEL SERVICES	154,110.00	154,110.00	17,627.50	29,731.08	124,378.92	19.29 %
500 - SUPPLIES	2,100.00	2,100.00	0.00	18.98	2,081.02	0.90 %
600 - CONTRACTUAL SERVICES	122,900.00	122,900.00	1,835.22	33,585.67	89,314.33	27.33 %
Department: 120 - MAYORS OFFICE Total:	279,110.00	279,110.00	19,462.72	63,335.73	215,774.27	22.69 %
Department: 123 - IT						
400 - PERSONNEL SERVICES	293,480.00	293,480.00	32,862.05	55,272.31	238,207.69	18.83 %
500 - SUPPLIES	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
600 - CONTRACTUAL SERVICES	83,000.00	83,000.00	38,616.30	52,888.72	30,111.28	63.72 %
900 - CAPITAL OUTLAY	65,000.00	65,000.00	1,153.00	5,562.00	59,438.00	8.56 %
Department: 123 - IT Total:	443,480.00	443,480.00	72,631.35	113,723.03	329,756.97	25.64 %
Department: 130 - ELECTIONS						
500 - SUPPLIES	500.00	500.00	0.00	0.00	500.00	0.00 %
Department: 130 - ELECTIONS Total:	500.00	500.00	0.00	0.00	500.00	0.00 %
Department: 142 - CITY CLERKS OFFICE						
400 - PERSONNEL SERVICES	400,440.00	400,440.00	42,770.81	69,077.63	331,362.37	17.25 %
600 - CONTRACTUAL SERVICES	86,000.00	86,000.00	50,000.00	50,350.00	35,650.00	58.55 %
Department: 142 - CITY CLERKS OFFICE Total:	486,440.00	486,440.00	92,770.81	119,427.63	367,012.37	24.55 %

Budget Report

For Fiscal: 2019-2020 Period Ending: 11/30/2019

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 145 - OTHER ADMINISTRATIVE						
400 - PERSONNEL SERVICES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
500 - SUPPLIES	12,072.00	12,072.00	803.81	1,562.58	10,509.42	12.94 %
600 - CONTRACTUAL SERVICES	31,000.00	31,000.00	803.57	3,337.77	27,662.23	10.77 %
900 - CAPITAL OUTLAY	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
Department: 145 - OTHER ADMINISTRATIVE Total:	49,072.00	49,072.00	1,607.38	4,900.35	44,171.65	9.99 %
Department: 159 - BONDING-CITY EMPLOYEES						
600 - CONTRACTUAL SERVICES	7,000.00	7,000.00	350.00	350.00	6,650.00	5.00 %
Department: 159 - BONDING-CITY EMPLOYEES Total:	7,000.00	7,000.00	350.00	350.00	6,650.00	5.00 %
Department: 160 - ATTORNEY AND STAFF						
400 - PERSONNEL SERVICES	69,950.00	69,950.00	8,080.50	13,467.50	56,482.50	19.25 %
Department: 160 - ATTORNEY AND STAFF Total:	69,950.00	69,950.00	8,080.50	13,467.50	56,482.50	19.25 %
Department: 169 - LEGAL						
600 - CONTRACTUAL SERVICES	163,000.00	163,000.00	18,682.01	41,318.01	121,681.99	25.35 %
Department: 169 - LEGAL Total:	163,000.00	163,000.00	18,682.01	41,318.01	121,681.99	25.35 %
Department: 180 - HUMAN RESOURCES						
400 - PERSONNEL SERVICES	225,925.00	225,925.00	25,281.15	42,320.77	183,604.23	18.73 %
500 - SUPPLIES	5,000.00	5,000.00	13.18	242.18	4,757.82	4.84 %
600 - CONTRACTUAL SERVICES	40,750.00	40,750.00	1,201.37	4,189.41	36,560.59	10.28 %
Department: 180 - HUMAN RESOURCES Total:	271,675.00	271,675.00	26,495.70	46,752.36	224,922.64	17.21 %
Department: 190 - CITY PLANNER						
400 - PERSONNEL SERVICES	263,015.00	263,015.00	29,508.35	49,571.59	213,443.41	18.85 %
500 - SUPPLIES	3,150.00	3,150.00	6.00	12.00	3,138.00	0.38 %
600 - CONTRACTUAL SERVICES	79,300.00	79,300.00	9,699.20	14,705.70	64,594.30	18.54 %
900 - CAPITAL OUTLAY	25,000.00	25,000.00	19,856.00	20,756.00	4,244.00	83.02 %
Department: 190 - CITY PLANNER Total:	370,465.00	370,465.00	59,069.55	85,045.29	285,419.71	22.96 %
Department: 191 - EXTERNAL SERVICE						
400 - PERSONNEL SERVICES	118,250.00	118,250.00	13,182.95	22,279.16	95,970.84	18.84 %
Department: 191 - EXTERNAL SERVICE Total:	118,250.00	118,250.00	13,182.95	22,279.16	95,970.84	18.84 %
Department: 192 - GENERAL GOVERN BLDG & PLANT						
500 - SUPPLIES	6,000.00	6,000.00	891.24	1,141.27	4,858.73	19.02 %
600 - CONTRACTUAL SERVICES	87,500.00	87,500.00	9,578.60	13,185.14	74,314.86	15.07 %
800 - DEBT SERVICE	3,590.00	3,590.00	896.50	896.50	2,693.50	24.97 %
Department: 192 - GENERAL GOVERN BLDG & PLANT Total:	97,090.00	97,090.00	11,366.34	15,222.91	81,867.09	15.68 %
Department: 195 - TRANSFERS TO OTHER AGENCIES						
600 - CONTRACTUAL SERVICES	25,000.00	25,000.00	493.81	19,095.81	5,904.19	76.38 %
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
900 - CAPITAL OUTLAY	66,928.00	66,928.00	0.00	24,232.00	42,696.00	36.21 %
990 - TRANSFERS	32,000.00	32,000.00	0.00	0.00	32,000.00	0.00 %
Department: 195 - TRANSFERS TO OTHER AGENCIES Total:	125,928.00	125,928.00	493.81	43,327.81	82,600.19	34.41 %
Department: 196 - CEMETERY ADMINISTRATION						
600 - CONTRACTUAL SERVICES	25,500.00	25,500.00	4,400.00	12,418.00	13,082.00	48.70 %
631 - ODDFELLOWS	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00 %
Department: 196 - CEMETERY ADMINISTRATION Total:	45,500.00	45,500.00	4,400.00	12,418.00	33,082.00	27.29 %
Department: 197 - ENGINEERING						
400 - PERSONNEL SERVICES	245,165.00	245,165.00	27,918.88	47,029.65	198,135.35	19.18 %
500 - SUPPLIES	3,400.00	3,400.00	340.08	1,359.45	2,040.55	39.98 %
600 - CONTRACTUAL SERVICES	17,500.00	17,500.00	1,773.17	2,342.53	15,157.47	13.39 %
800 - DEBT SERVICE	5,244.00	5,244.00	436.95	873.90	4,370.10	16.66 %
900 - CAPITAL OUTLAY	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00 %
Department: 197 - ENGINEERING Total:	274,309.00	274,309.00	30,469.08	51,605.53	222,703.47	18.81 %
Department: 200 - POLICE ADMINISTRATION						
400 - PERSONNEL SERVICES	118,050.00	118,050.00	12,676.34	21,258.04	96,791.96	18.01 %
Department: 200 - POLICE ADMINISTRATION Total:	118,050.00	118,050.00	12,676.34	21,258.04	96,791.96	18.01 %

Budget Report

For Fiscal: 2019-2020 Period Ending: 11/30/2019

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 201 - POLICE DEPARTMENT						
400 - PERSONNEL SERVICES	3,985,188.00	3,985,188.00	447,591.49	760,206.42	3,224,981.58	19.08 %
500 - SUPPLIES	446,000.00	446,000.00	34,456.08	59,744.16	386,255.84	13.40 %
600 - CONTRACTUAL SERVICES	484,700.00	484,700.00	96,667.74	121,769.34	362,930.66	25.12 %
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	5,578.00	5,578.00	5,578.12	5,578.12	-0.12	100.00 %
800 - DEBT SERVICE	107,000.00	107,000.00	27,571.98	27,571.98	79,428.02	25.77 %
900 - CAPITAL OUTLAY	50,000.00	50,000.00	14,000.00	28,384.56	21,615.44	56.77 %
Department: 201 - POLICE DEPARTMENT Total:	5,078,466.00	5,078,466.00	625,865.41	1,003,254.58	4,075,211.42	19.76 %
Department: 245 - DISPATCHERS						
400 - PERSONNEL SERVICES	318,300.00	318,300.00	32,830.49	55,156.03	263,143.97	17.33 %
600 - CONTRACTUAL SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00 %
Department: 245 - DISPATCHERS Total:	319,300.00	319,300.00	32,830.49	55,156.03	264,143.97	17.27 %
Department: 254 - DUI GRANT						
400 - PERSONNEL SERVICES	120,080.00	120,080.00	8,536.04	13,018.10	107,061.90	10.84 %
Department: 254 - DUI GRANT Total:	120,080.00	120,080.00	8,536.04	13,018.10	107,061.90	10.84 %
Department: 260 - FIRE ADMINISTRATION						
400 - PERSONNEL SERVICES	106,680.00	106,680.00	12,085.55	20,276.15	86,403.85	19.01 %
Department: 260 - FIRE ADMINISTRATION Total:	106,680.00	106,680.00	12,085.55	20,276.15	86,403.85	19.01 %
Department: 261 - FIRE DEPARTMENT						
400 - PERSONNEL SERVICES	3,940,465.00	3,940,465.00	425,935.76	719,901.35	3,220,563.65	18.27 %
500 - SUPPLIES	102,350.00	102,350.00	7,316.31	15,067.85	87,282.15	14.72 %
600 - CONTRACTUAL SERVICES	324,100.00	324,100.00	69,073.71	91,508.29	232,591.71	28.23 %
800 - DEBT SERVICE	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00 %
900 - CAPITAL OUTLAY	65,000.00	65,000.00	5,339.48	11,371.57	53,628.43	17.49 %
Department: 261 - FIRE DEPARTMENT Total:	4,531,915.00	4,531,915.00	507,665.26	837,849.06	3,694,065.94	18.49 %
Department: 281 - BUILDING/CODES OFFICE						
400 - PERSONNEL SERVICES	243,730.00	243,730.00	26,526.14	45,332.98	198,397.02	18.60 %
500 - SUPPLIES	5,750.00	5,750.00	343.26	533.17	5,216.83	9.27 %
600 - CONTRACTUAL SERVICES	25,150.00	25,150.00	2,868.52	3,354.97	21,795.03	13.34 %
800 - DEBT SERVICE	5,244.00	5,244.00	888.32	2,228.03	3,015.97	42.49 %
Department: 281 - BUILDING/CODES OFFICE Total:	279,874.00	279,874.00	30,626.24	51,449.15	228,424.85	18.38 %
Department: 290 - CIVIL DEFENSE/WARNING SYSTEM						
600 - CONTRACTUAL SERVICES	17,000.00	17,000.00	231.71	522.12	16,477.88	3.07 %
Department: 290 - CIVIL DEFENSE/WARNING SYSTEM Total:	17,000.00	17,000.00	231.71	522.12	16,477.88	3.07 %
Department: 301 - STREET DEPARTMENT						
400 - PERSONNEL SERVICES	786,015.00	786,015.00	66,106.07	113,269.01	672,745.99	14.41 %
500 - SUPPLIES	192,500.00	192,500.00	13,903.54	22,484.63	170,015.37	11.68 %
600 - CONTRACTUAL SERVICES	588,375.00	588,375.00	68,895.56	109,366.03	479,008.97	18.59 %
800 - DEBT SERVICE	31,213.00	31,213.00	451.38	9,157.08	22,055.92	29.34 %
900 - CAPITAL OUTLAY	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
Department: 301 - STREET DEPARTMENT Total:	1,608,103.00	1,608,103.00	149,356.55	254,276.75	1,353,826.25	15.81 %
Department: 360 - ANIMAL CONTROL						
400 - PERSONNEL SERVICES	96,030.00	96,030.00	10,741.06	14,495.62	81,534.38	15.09 %
500 - SUPPLIES	3,000.00	3,000.00	2.00	392.85	2,607.15	13.10 %
600 - CONTRACTUAL SERVICES	5,500.00	5,500.00	2,412.80	2,490.13	3,009.87	45.28 %
900 - CAPITAL OUTLAY	125,000.00	125,000.00	0.00	31,250.00	93,750.00	25.00 %
Department: 360 - ANIMAL CONTROL Total:	229,530.00	229,530.00	13,155.86	48,628.60	180,901.40	21.19 %
Department: 541 - MSU COOPERATIVE PROJECTS HORSE PARK						
600 - CONTRACTUAL SERVICES	20,000.00	20,000.00	0.00	5,000.00	15,000.00	25.00 %
Department: 541 - MSU COOPERATIVE PROJECTS HORSE PARK Total:	20,000.00	20,000.00	0.00	5,000.00	15,000.00	25.00 %
Department: 550 - PARKS AND REC DEPARTMENT						
400 - PERSONNEL SERVICES	903,280.00	903,280.00	84,772.22	145,455.56	757,824.44	16.10 %
500 - SUPPLIES	220,000.00	220,000.00	15,277.64	20,424.14	199,575.86	9.28 %
600 - CONTRACTUAL SERVICES	627,350.00	627,350.00	53,267.30	97,270.82	530,079.18	15.51 %
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	0.00	0.00	0.00	6,500.00	-6,500.00	0.00 %

Budget Report

For Fiscal: 2019-2020 Period Ending: 11/30/2019

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
800 - DEBT SERVICE	17,956.00	17,956.00	0.00	0.00	17,956.00	0.00 %
900 - CAPITAL OUTLAY	2,500.00	2,500.00	325.00	475.00	2,025.00	19.00 %
Department: 550 - PARKS AND REC DEPARTMENT Total:	1,771,086.00	1,771,086.00	153,642.16	270,125.52	1,500,960.48	15.25 %
Department: 552 - PARK AND REC ACTIVITIES						
600 - CONTRACTUAL SERVICES	0.00	0.00	606.16	606.16	-606.16	0.00 %
Department: 552 - PARK AND REC ACTIVITIES Total:	0.00	0.00	606.16	606.16	-606.16	0.00 %
Department: 600 - CAPITAL PROJECTS						
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00 %
900 - CAPITAL OUTLAY	1,073,067.00	1,073,067.00	116,582.69	363,891.89	709,175.11	33.91 %
Department: 600 - CAPITAL PROJECTS Total:	1,088,067.00	1,088,067.00	116,582.69	363,891.89	724,175.11	33.44 %
Department: 653 - GRANTS, SUBSIDIES, AND ALLOCATIONS						
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	64,000.00	64,000.00	0.00	60,500.00	3,500.00	94.53 %
900 - CAPITAL OUTLAY	210,000.00	210,000.00	0.00	52,500.00	157,500.00	25.00 %
Department: 653 - GRANTS, SUBSIDIES, AND ALLOCATIONS Total:	274,000.00	274,000.00	0.00	113,000.00	161,000.00	41.24 %
Department: 800 - DEBT SERVICE						
800 - DEBT SERVICE	2,213,492.00	2,213,492.00	161,442.50	609,585.63	1,603,906.37	27.54 %
Department: 800 - DEBT SERVICE Total:	2,213,492.00	2,213,492.00	161,442.50	609,585.63	1,603,906.37	27.54 %
Department: 900 - INTERFUND TRANSACTIONS						
900 - CAPITAL OUTLAY	1,897,500.00	1,897,500.00	10,234.37	10,439.29	1,887,060.71	0.55 %
Department: 900 - INTERFUND TRANSACTIONS Total:	1,897,500.00	1,897,500.00	10,234.37	10,439.29	1,887,060.71	0.55 %
Expense Total:	23,070,417.00	23,070,417.00	2,262,086.32	4,424,530.07	18,645,886.93	19.18 %
Fund: 001 - GENERAL FUND Surplus (Deficit):	0.00	0.00	-1,153,750.52	-1,876,347.37	-1,876,347.37	0.00 %

Budget Report

For Fiscal: 2019-2020 Period Ending: 11/30/2019

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 002 - RESTRICTED POLICE FUND						
Revenue						
Department: 000 - UNDESIGNATED						
330 - FINES AND FORFEITS	10,000.00	10,000.00	895.00	2,184.00	-7,816.00	21.84 %
380 - TRANSFERS AND NON REVENUE RECEIPTS	25,000.00	25,000.00	0.00	0.00	-25,000.00	0.00 %
Department: 000 - UNDESIGNATED Total:	35,000.00	35,000.00	895.00	2,184.00	-32,816.00	6.24 %
Revenue Total:	35,000.00	35,000.00	895.00	2,184.00	-32,816.00	6.24 %
Expense						
Department: 251 - DRUG EDUCATION FUND						
500 - SUPPLIES	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
600 - CONTRACTUAL SERVICES	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00 %
900 - CAPITAL OUTLAY	28,000.00	28,000.00	0.00	0.00	28,000.00	0.00 %
Department: 251 - DRUG EDUCATION FUND Total:	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00 %
Expense Total:	35,000.00	35,000.00	0.00	0.00	35,000.00	0.00 %
Fund: 002 - RESTRICTED POLICE FUND Surplus (Deficit):	0.00	0.00	895.00	2,184.00	2,184.00	0.00 %

Budget Report

For Fiscal: 2019-2020 Period Ending: 11/30/2019

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 003 - RESTRICTED FIRE FUND						
Revenue						
Department: 000 - UNDESIGNATED						
230 - INTERGOVERNMENTAL REVENUES	134,000.00	134,000.00	0.00	0.00	-134,000.00	0.00 %
380 - TRANSFERS AND NON REVENUE RECEIPTS	315,000.00	315,000.00	0.00	0.00	-315,000.00	0.00 %
Department: 000 - UNDESIGNATED Total:	449,000.00	449,000.00	0.00	0.00	-449,000.00	0.00 %
Revenue Total:	449,000.00	449,000.00	0.00	0.00	-449,000.00	0.00 %
Expense						
Department: 560 - RESTRICTED FIRE FUND						
500 - SUPPLIES	1,000.00	1,000.00	104.00	104.00	896.00	10.40 %
600 - CONTRACTUAL SERVICES	26,000.00	26,000.00	0.00	0.00	26,000.00	0.00 %
800 - DEBT SERVICE	266,364.00	266,364.00	0.00	99,428.18	166,935.82	37.33 %
900 - CAPITAL OUTLAY	155,636.00	155,636.00	0.00	0.00	155,636.00	0.00 %
Department: 560 - RESTRICTED FIRE FUND Total:	449,000.00	449,000.00	104.00	99,532.18	349,467.82	22.17 %
Expense Total:	449,000.00	449,000.00	104.00	99,532.18	349,467.82	22.17 %
Fund: 003 - RESTRICTED FIRE FUND Surplus (Deficit):	0.00	0.00	-104.00	-99,532.18	-99,532.18	0.00 %

Budget Report

For Fiscal: 2019-2020 Period Ending: 11/30/2019

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 015 - AIRPORT FUND						
Revenue						
Department: 000 - UNDESIGNATED						
230 - INTERGOVERNMENTAL REVENUES	70,951.00	70,951.00	15,964.00	15,964.00	-54,987.00	22.50 %
340 - MISCELLANEOUS	50,250.00	50,250.00	1,500.00	3,000.00	-47,250.00	5.97 %
360 - CHARGES FOR SERVICES	673,608.00	673,608.00	11,589.99	85,219.76	-588,388.24	12.65 %
380 - TRANSFERS AND NON REVENUE RECEIPTS	556,000.00	556,000.00	0.00	0.00	-556,000.00	0.00 %
Department: 000 - UNDESIGNATED Total:	1,350,809.00	1,350,809.00	29,053.99	104,183.76	-1,246,625.24	7.71 %
Revenue Total:	1,350,809.00	1,350,809.00	29,053.99	104,183.76	-1,246,625.24	7.71 %
Expense						
Department: 505 - AIRPORT						
400 - PERSONNEL SERVICES	173,420.00	173,420.00	15,116.29	26,695.69	146,724.31	15.39 %
500 - SUPPLIES	472,700.00	472,700.00	20,249.56	53,639.58	419,060.42	11.35 %
600 - CONTRACTUAL SERVICES	104,850.00	104,850.00	17,706.85	20,971.35	83,878.65	20.00 %
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	35,408.00	35,408.00	318.21	318.21	35,089.79	0.90 %
900 - CAPITAL OUTLAY	564,431.00	564,431.00	0.00	0.00	564,431.00	0.00 %
Department: 505 - AIRPORT Total:	1,350,809.00	1,350,809.00	53,390.91	101,624.83	1,249,184.17	7.52 %
Expense Total:	1,350,809.00	1,350,809.00	53,390.91	101,624.83	1,249,184.17	7.52 %
Fund: 015 - AIRPORT FUND Surplus (Deficit):	0.00	0.00	-24,336.92	2,558.93	2,558.93	0.00 %

Budget Report

For Fiscal: 2019-2020 Period Ending: 11/30/2019

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 016 - RESTRICTED AIRPORT						
Revenue						
Department: 000 - UNDESIGNATED						
230 - INTERGOVERNMENTAL REVENUES	148,133.00	148,133.00	0.00	3,187.23	-144,945.77	2.15 %
Department: 000 - UNDESIGNATED Total:	148,133.00	148,133.00	0.00	3,187.23	-144,945.77	2.15 %
Revenue Total:	148,133.00	148,133.00	0.00	3,187.23	-144,945.77	2.15 %
Expense						
Department: 515 - RESTRICTED PROJECTS						
600 - CONTRACTUAL SERVICES	44,559.00	44,559.00	0.00	0.00	44,559.00	0.00 %
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	103,574.00	103,574.00	15,592.05	15,592.05	87,981.95	15.05 %
Department: 515 - RESTRICTED PROJECTS Total:	148,133.00	148,133.00	15,592.05	15,592.05	132,540.95	10.53 %
Expense Total:	148,133.00	148,133.00	15,592.05	15,592.05	132,540.95	10.53 %
Fund: 016 - RESTRICTED AIRPORT Surplus (Deficit):	0.00	0.00	-15,592.05	-12,404.82	-12,404.82	0.00 %

Budget Report

For Fiscal: 2019-2020 Period Ending: 11/30/2019

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 022 - ENVIRONMENTAL SERVICES						
Revenue						
Department: 000 - UNDESIGNATED						
340 - MISCELLANEOUS	2,804,000.00	2,804,000.00	235,179.41	481,333.60	-2,322,666.40	17.17 %
380 - TRANSFERS AND NON REVENUE RECEIPTS	330,000.00	330,000.00	0.00	0.00	-330,000.00	0.00 %
Department: 000 - UNDESIGNATED Total:	3,134,000.00	3,134,000.00	235,179.41	481,333.60	-2,652,666.40	15.36 %
Revenue Total:	3,134,000.00	3,134,000.00	235,179.41	481,333.60	-2,652,666.40	15.36 %
Expense						
Department: 322 - SANITATION DEPARTMENT						
400 - PERSONNEL SERVICES	1,544,085.00	1,544,085.00	165,140.12	280,674.93	1,263,410.07	18.18 %
500 - SUPPLIES	297,000.00	297,000.00	143,210.46	157,857.92	139,142.08	53.15 %
600 - CONTRACTUAL SERVICES	810,750.00	810,750.00	82,800.60	152,506.22	658,243.78	18.81 %
800 - DEBT SERVICE	173,868.00	173,868.00	10,934.14	32,802.42	141,065.58	18.87 %
900 - CAPITAL OUTLAY	308,297.00	308,297.00	18,956.00	23,306.00	284,991.00	7.56 %
Department: 322 - SANITATION DEPARTMENT Total:	3,134,000.00	3,134,000.00	421,041.32	647,147.49	2,486,852.51	20.65 %
Department: 325 - RUBBISH						
500 - SUPPLIES	0.00	0.00	0.00	4.00	-4.00	0.00 %
Department: 325 - RUBBISH Total:	0.00	0.00	0.00	4.00	-4.00	0.00 %
Department: 341 - LANDSCAPING						
500 - SUPPLIES	0.00	0.00	0.00	12.00	-12.00	0.00 %
Department: 341 - LANDSCAPING Total:	0.00	0.00	0.00	12.00	-12.00	0.00 %
Expense Total:	3,134,000.00	3,134,000.00	421,041.32	647,163.49	2,486,836.51	20.65 %
Fund: 022 - ENVIRONMENTAL SERVICES Surplus (Deficit):	0.00	0.00	-185,861.91	-165,829.89	-165,829.89	0.00 %

Budget Report

For Fiscal: 2019-2020 Period Ending: 11/30/2019

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 023 - LANDFILL ACCOUNT						
Revenue						
Department: 000 - UNDESIGNATED						
380 - TRANSFERS AND NON REVENUE RECEIPTS	250,000.00	250,000.00	23,234.33	30,672.92	-219,327.08	12.27 %
Department: 000 - UNDESIGNATED Total:	250,000.00	250,000.00	23,234.33	30,672.92	-219,327.08	12.27 %
Revenue Total:	250,000.00	250,000.00	23,234.33	30,672.92	-219,327.08	12.27 %
Expense						
Department: 323 - LANDFILL						
600 - CONTRACTUAL SERVICES	250,000.00	250,000.00	0.00	0.00	250,000.00	0.00 %
Department: 323 - LANDFILL Total:	250,000.00	250,000.00	0.00	0.00	250,000.00	0.00 %
Expense Total:	250,000.00	250,000.00	0.00	0.00	250,000.00	0.00 %
Fund: 023 - LANDFILL ACCOUNT Surplus (Deficit):	0.00	0.00	23,234.33	30,672.92	30,672.92	0.00 %

Budget Report

For Fiscal: 2019-2020 Period Ending: 11/30/2019

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 107 - COMPUTER ASSESSMENTS						
Revenue						
Department: 000 - UNDESIGNATED						
330 - FINES AND FORFEITS	45,000.00	45,000.00	3,177.50	7,781.50	-37,218.50	17.29 %
Department: 000 - UNDESIGNATED Total:	45,000.00	45,000.00	3,177.50	7,781.50	-37,218.50	17.29 %
Revenue Total:	45,000.00	45,000.00	3,177.50	7,781.50	-37,218.50	17.29 %
Expense						
Department: 112 - COMPUTER ASSESMENTS						
600 - CONTRACTUAL SERVICES	45,000.00	45,000.00	175.00	822.21	44,177.79	1.83 %
Department: 112 - COMPUTER ASSESMENTS Total:	45,000.00	45,000.00	175.00	822.21	44,177.79	1.83 %
Expense Total:	45,000.00	45,000.00	175.00	822.21	44,177.79	1.83 %
Fund: 107 - COMPUTER ASSESSMENTS Surplus (Deficit):	0.00	0.00	3,002.50	6,959.29	6,959.29	0.00 %

Budget Report

For Fiscal: 2019-2020 Period Ending: 11/30/2019

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 303 - INDUSTRIAL PARK BOND						
Revenue						
Department: 000 - UNDESIGNATED						
340 - MISCELLANEOUS	10,000.00	10,000.00	3,863.46	8,015.61	-1,984.39	80.16 %
380 - TRANSFERS AND NON REVENUE RECEIPTS	2,000,000.00	2,000,000.00	0.00	0.00	-2,000,000.00	0.00 %
Department: 000 - UNDESIGNATED Total:	2,010,000.00	2,010,000.00	3,863.46	8,015.61	-2,001,984.39	0.40 %
Revenue Total:	2,010,000.00	2,010,000.00	3,863.46	8,015.61	-2,001,984.39	0.40 %
Expense						
Department: 600 - CAPITAL PROJECTS						
600 - CONTRACTUAL SERVICES	2,010,000.00	2,010,000.00	613,420.60	626,974.27	1,383,025.73	31.19 %
Department: 600 - CAPITAL PROJECTS Total:	2,010,000.00	2,010,000.00	613,420.60	626,974.27	1,383,025.73	31.19 %
Expense Total:	2,010,000.00	2,010,000.00	613,420.60	626,974.27	1,383,025.73	31.19 %
Fund: 303 - INDUSTRIAL PARK BOND Surplus (Deficit):	0.00	0.00	-609,557.14	-618,958.66	-618,958.66	0.00 %

Budget Report

For Fiscal: 2019-2020 Period Ending: 11/30/2019

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 319 - PUBLIC IMPROVEMENT BONDS 2018						
Revenue						
Department: 000 - UNDESIGNATED						
340 - MISCELLANEOUS	10,000.00	10,000.00	4,679.21	5,522.14	-4,477.86	55.22 %
380 - TRANSFERS AND NON REVENUE RECEIPTS	1,240,000.00	1,240,000.00	0.00	2,881,040.26	1,641,040.26	232.34 %
Department: 000 - UNDESIGNATED Total:	1,250,000.00	1,250,000.00	4,679.21	2,886,562.40	1,636,562.40	230.92 %
Revenue Total:	1,250,000.00	1,250,000.00	4,679.21	2,886,562.40	1,636,562.40	230.92 %
Expense						
Department: 600 - CAPITAL PROJECTS						
600 - CONTRACTUAL SERVICES	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00 %
900 - CAPITAL OUTLAY	1,245,000.00	1,245,000.00	25,864.11	69,470.23	1,175,529.77	5.58 %
Department: 600 - CAPITAL PROJECTS Total:	1,250,000.00	1,250,000.00	25,864.11	69,470.23	1,180,529.77	5.56 %
Expense Total:	1,250,000.00	1,250,000.00	25,864.11	69,470.23	1,180,529.77	5.56 %
Fund: 319 - PUBLIC IMPROVEMENT BONDS 2018 Surplus (Deficit):	0.00	0.00	-21,184.90	2,817,092.17	2,817,092.17	0.00 %

Budget Report

For Fiscal: 2019-2020 Period Ending: 11/30/2019

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 375 - PARK AND REC TOURISM						
Revenue						
Department: 000 - UNDESIGNATED						
230 - INTERGOVERNMENTAL REVENUES	1,850,000.00	1,850,000.00	192,885.08	363,310.57	-1,486,689.43	19.64 %
380 - TRANSFERS AND NON REVENUE RECEIPTS	675,000.00	675,000.00	0.00	0.00	-675,000.00	0.00 %
Department: 000 - UNDESIGNATED Total:	2,525,000.00	2,525,000.00	192,885.08	363,310.57	-2,161,689.43	14.39 %
Revenue Total:	2,525,000.00	2,525,000.00	192,885.08	363,310.57	-2,161,689.43	14.39 %
Expense						
Department: 551 - PARK & REC TOURISM						
600 - CONTRACTUAL SERVICES	250,000.00	250,000.00	77,444.00	79,746.50	170,253.50	31.90 %
800 - DEBT SERVICE	418,715.00	418,715.00	0.00	0.00	418,715.00	0.00 %
900 - CAPITAL OUTLAY	1,606,285.00	1,606,285.00	21,950.00	97,078.00	1,509,207.00	6.04 %
950 - TRANSFERS	250,000.00	250,000.00	0.00	62,500.00	187,500.00	25.00 %
Department: 551 - PARK & REC TOURISM Total:	2,525,000.00	2,525,000.00	99,394.00	239,324.50	2,285,675.50	9.48 %
Expense Total:	2,525,000.00	2,525,000.00	99,394.00	239,324.50	2,285,675.50	9.48 %
Fund: 375 - PARK AND REC TOURISM Surplus (Deficit):	0.00	0.00	93,491.08	123,986.07	123,986.07	0.00 %
Report Surplus (Deficit):	0.00	0.00	-1,889,764.53	210,380.46	210,380.46	0.00 %

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
001 - GENERAL FUND	0.00	0.00	-1,153,750.52	-1,876,347.37	-1,876,347.37
002 - RESTRICTED POLICE FUND	0.00	0.00	895.00	2,184.00	2,184.00
003 - RESTRICTED FIRE FUND	0.00	0.00	-104.00	-99,532.18	-99,532.18
015 - AIRPORT FUND	0.00	0.00	-24,336.92	2,558.93	2,558.93
016 - RESTRICTED AIRPORT	0.00	0.00	-15,592.05	-12,404.82	-12,404.82
022 - ENVIRONMENTAL SERVICES	0.00	0.00	-185,861.91	-165,829.89	-165,829.89
023 - LANDFILL ACCOUNT	0.00	0.00	23,234.33	30,672.92	30,672.92
107 - COMPUTER ASSESSMENTS	0.00	0.00	3,002.50	6,959.29	6,959.29
303 - INDUSTRIAL PARK BOND	0.00	0.00	-609,557.14	-618,958.66	-618,958.66
319 - PUBLIC IMPROVEMENT BOND	0.00	0.00	-21,184.90	2,817,092.17	2,817,092.17
375 - PARK AND REC TOURISM	0.00	0.00	93,491.08	123,986.07	123,986.07
Report Surplus (Deficit):	0.00	0.00	-1,889,764.53	210,380.46	210,380.46



Starkville Utilities – Electric Department
Budget Year 2020 (10/2019-9/2020) Report
As of November 30, 2019

****PRELIMINARY**

	Total 2020 Budget	Period Activity	Budget Year-to-Date Activity	Variance Favorable (Unfavorable)	Percent Used
<u>Revenues</u>					
Electric Sales	\$ 41,465,000	\$ 2,945,962	\$ 6,680,334	(34,784,666)	16.11%
Other Revenue	1,477,000	155,100	314,875	(1,162,125)	21.32%
Total Revenue	\$ 42,942,000	\$ 3,101,062	\$ 6,995,209	(35,946,791)	16.29%
<u>Expenses</u>					
Purchased Power Expense	\$ 33,350,000	\$ 2,227,457	\$ 4,895,094	28,454,906	14.68%
Payroll Expenses	2,422,378	195,854	385,753	2,036,625	15.92%
Operating Expenses	1,014,500	56,100	107,767	906,733	10.62%
Maintenance Expense	1,295,500	95,145	203,801	1,091,699	15.73%
Capital Expense	4,798,219	458,400	673,447	4,124,772	14.04%
Debt Expense	1,175,925	15,000	182,160	993,765	15.49%
Tax Equivalency	1,365,000	113,750	227,500	1,137,500	16.67%
Total Expenses	\$ 45,421,522	\$ 3,161,706	\$ 6,675,522	38,746,000	14.70%
Total Revenue Over Expenses	\$ (2,479,522)	\$ (60,644)	\$ 319,687	\$ 2,799,209	-12.89%

****Note:** Actuals based on estimates due to timing of month-end close, final revenue billings, and month-end expense accruals.



Starkville Utilities – Water & Sewer Department
Budget Year 2020 (10/2019-9/2020) Report
As of November 30, 2019

****PRELIMINARY**

	Total 2020 Budget	Period Activity	Budget Year-to-Date Activity	Variance Favorable (Unfavorable)	Percent Used
<u>Revenues</u>					
Water & Sewer Sales Revenues	\$ 7,200,000	\$ 545,002	\$ 1,153,315	(6,046,685)	16.02%
Other Revenues	2,164,765	25,600	59,393	(2,105,372)	2.74%
Total Revenues	\$ 9,364,765	\$ 570,602	\$ 1,212,708	(8,152,057)	12.95%
<u>Expenses</u>					
Payroll Expense	\$ 1,790,695	\$ 155,600	\$ 306,206	1,484,489	17.10%
Operating Expense	1,569,500	156,456	359,162	1,210,338	22.88%
Maintenance Expense	1,810,000	180,200	358,093	1,451,907	19.78%
Capital Expense	2,559,250	87,451	175,335	2,383,915	6.85%
Debt Expense	1,483,253	75,845	158,214	1,325,039	10.67%
Total Expenses	\$ 9,212,698	\$ 655,552	\$ 1,357,010	7,855,688	14.73%
Total Revenues Over Expenses	\$ 152,067	\$ (84,950)	\$ (144,302)	\$ (296,369)	-94.89%

****Note: Actuals based on estimates due to timing of month-end close, final revenue billings, and month-end expense accruals.**



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

AGENDA ITEM DEPT.: Fire
AGENDA DATE: 12-17-19
PAGE: 1 of 8

SUBJECT: Request permission to allow the Starkville Fire Department to purchase a 50' X 60' metal building at Station 5 for Fire Apparatus and fire equipment from Reed's Metals, Inc. at a cost of \$29,908.48.

AMOUNT & SOURCE OF FUNDING: \$29,908.48 line item # 001-261-918-805

FISCAL NOTE: NA

AUTHORIZATION HISTORY: NA

**REQUESTING
DEPARTMENT:** Fire

**DIRECTOR'S
AUTHORIZATION:** Chief Charles Yarbrough

FOR MORE INFORMATION CONTACT: Chief Charles Yarbrough at 662-722-0051.

SUGGESTED MOTION: Move approval, authorizing permission to allow the Starkville Fire Department to purchase a 50' X 60' metal building at Station 5 for Fire Apparatus and fire equipment from Reed's Metals, Inc. at a cost of \$29,908.48.



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

AGENDA ITEM DEPT.: Fire
AGENDA DATE: 12-17-19
PAGE: 1 of 8

SUBJECT: Request permission to allow the Starkville Fire Department to purchase a 50' X 60' metal building at Station 5 for Fire Apparatus and fire equipment from Reed's Metals, Inc. at a cost of \$29,908.48.

AMOUNT & SOURCE OF FUNDING: \$29,908.48 line item # 001-261-918-805

FISCAL NOTE: NA

AUTHORIZATION HISTORY: NA

**REQUESTING
DEPARTMENT:** Fire

**DIRECTOR'S
AUTHORIZATION:** Chief Charles Yarbrough

FOR MORE INFORMATION CONTACT: Chief Charles Yarbrough at 662-722-0051.

SUGGESTED MOTION: Move approval, authorizing permission to allow the Starkville Fire Department to purchase a 50' X 60' metal building at Station 5 for Fire Apparatus and fire equipment from Reed's Metals, Inc. at a cost of \$29,908.48.



Reed's Metals of Tupelo

120 Industrial Park Road
Salttillo, MS 38866
Phone: 662-869-7797

QUOTATION MB54128

ORDER NO.	MB54128
CUSTOMER ACCT#	QTU001
QUOTE DATE	09/30/19
QUOTE EXPIRES	10/30/19

Q U O T E	QUOTE TUPELO NAME/PHONE IN CUSTOMER PO# SALTILLO, MS 38866 PH: USE CUSTOMER PO# FAX:
S H I P T O	QUOTE TUPELO NAME/PHONE IN CUSTOMER PO# SALTILLO, MS 38866 (Lee) PH: use Customer PO# use Customer PO#

Customer ID	Good Through	Terms	PO#	Sales Person
QTU001	10/15/19	C.O.D.	STARKVILLE FIRE	Nash Stanford

Line	Item - Description	Qty	Unit Price	Amount
1	PROJECT - REED'S BUILDING PROJECT - SEE DESCRIPTION Residential Reed's Metals Inc. Customer Name : STARKVILLE FIRE DEPT. Quote No. : NS3966-19 Address : Date : 9/27/19 STARKVILLE, MS. 39759 Contact : Complexity: 2 Phone : Project Name : STARKVILLE FIRE DEPT. Location : STARKVILLE, MS. 39759 This is our proposal on the following building: , SIZE: Width(ft) : 50 Length(ft): 60 Back side eave height(ft) : 18 Back side roof slope : 2.0:12 Front side eave height(ft): 18 Front side roof slope: 2.0:12 , LOADING: Roof Live Load(psf) : 20.00 Wind Code : IBC 15 Roof Dead Load(psf) : 2.000 Building Category : Closed Roof Collateral Load(psf): 1 Seismic Importance : 1.00 Wind Speed : 115 Occupancy level: II - Normal , FRAMING: Left endwall frames : Bearing (Bearing = Post & Beam - Right endwall frames : Bearing Non expandable) Interior Frames : 2 rigid frames, clear span Frame Color : , BRACING: ROOF: Cable LEFT: Cable FRONT: Cable RIGHT: Cable BACK: Wind Bents , ROOF SYSTEM: Roof panel Type :PBR Gauge : 26 Color : Galvalume , WALL SYSTEM: Wall panel type :PBR Gauge : 26 Color : Need Color , GUTTERS AND DOWNSPOUTS: Front sidewall gutters(ft) : 60 Front sidewall downspouts: 4 Back sidewall gutters(ft) : 60 Back sidewall downspouts : 4 , INSULATION:	1	\$27,951.85 / EA	\$27,951.85

**Reed's Metals of Tupelo**

120 Industrial Park Road
Saltillo, MS 38866
Phone: 662-869-7797

QUOTATION MB54128

ORDER NO.	MB54128
CUSTOMER ACCT#	QTU001
QUOTE DATE	09/30/19
QUOTE EXPIRES	10/30/19

Line	Item - Description	Qty	Unit Price	Amount
	Roof: Thickness = 3 Wall: Thickness = 3 , CANOPY EXTENSIONS: Left Endwall: None Front Sidewall: None Right Endwall: None Back Sidewall: None , ROOF EXTENSIONS (Overhangs): Left Endwall: None Front Sidewall: None Right Endwall: None Back Sidewall: None , LINER PANELS: Left Endwall: None 9/27/2019 Contract.out Page 2 Front Sidewall: None Right Endwall: None Back Sidewall: None Roof Liner: None , PARTIAL OPEN WALL AREAS: Left Endwall: None Front Sidewall: None Right Endwall: None Back Sidewall: None , WAINSCOT: WALL HEIGHT WALL ID None : 1= LEW None : 2= FSW None : 3= REW None : 4= BSW , PARAPET WALL HEIGHT: Left Endwall: None Front Sidewall: None Right Endwall: None Back Sidewall: None , PARTITION WALLS: 0 , MEZZANINES: 0 , FACTORY LOCATED OPENINGS: Left endwall : none Front sidewall: none Right endwall : none Back sidewall : (3) 14 W x 16 H , ACCESSORIES: 1 3070 (M) WALKDOOR (W/ LEAF,FRAME,HINGE & THRESHOLD) 3 14'0"x16'0" DBCI RUD 1 BAG OF TEK 5 SCREWS 1 QT PRIMER & BRUSH , EXCLUSIONS: Engineered Foundation Plans , The total estimated weight is (lbs) : 19601.3.			

**Reed's Metals of Tupelo**

120 Industrial Park Road
Saltillo, MS 38866
Phone: 662-869-7797

QUOTATION MB54128

ORDER NO.	MB54128
CUSTOMER ACCT#	QTU001
QUOTE DATE	09/30/19
QUOTE EXPIRES	10/30/19

Line	Item - Description	Qty	Unit Price	Amount
	IMPORTANT NOTES: *This is NOT a contract. *If prices for concrete, installation or dirt-work are not listed, then they are NOT included. If priced, they are separate from the building price listed in the bottom right of the page. *All buildings with special connections are subject to the necessity of field verified materials. In the case that field verified materials are listed on the contract or final drawings, it is the responsibility of the contractor or homeowner to provide Reed's Metals LLC with the needed verified parts and dimensions. *If a field on the contract is left empty or states 'none' as the quantity, the specified field is NOT included in the building package. *Anchor bolts will NOT be furnished on buildings 60' and wider, 5,000 sq. ft. and larger, or on buildings with cranes, fixed base columns, wind columns or wind speeds exceeding 135 mph.			

		Non Taxable Sub-Total	0.00
		Taxable Sub-Total	27,951.85
		Tax Amount	1,956.63
		Total Quoted	29,908.48
To Order Please Sign _____ Date _____			

The Metal Panels and Trim quoted are manufactured with either AZ50 or AZ55 substrate, complying with ASTM A755 and ASTM A792 standards as required to meet both Residential and Commercial Building and Fire Code requirements.
BEWARE: Some competitive offerings do not meet these standards.

I have reviewed this quote and verified the items, lengths, quantities, and colors are correct.

This quote is valid for 15 days from date of quote.
Thank you for your business!

Total Weight	0.0	Total Length	0.00
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Freedom Steel Buildings
Corporate Office:
1180 SW 10th Street
Delray Beach, FL 33444

Phone: 1-800-630-2846
Fax: 1-800-630-2946
Web: www.freedomsteel.com

Attention: Chief Charles Yarbrough
Starkville Fire Dept
(662) 323 1845
c.yarbrough@cityofstarkville.org

Subject: Supply of Pre-Engineered Building

Reference Number: Quote No: FS-279824 Rev No: 1.30 Date: 2019-09-26

Usage: Storage

Number of Buildings: 1

Thank you for giving Freedom Steel the opportunity to submit a proposal on this project.

This proposal is based on Freedom Steel's standard design criteria and standard model specifications. However, the overall dimensions and layout are in general accordance with your inquiry.

We look forward to doing business with you.

Sincerely yours,

Perry Tabrizi
Director of Project Development



FREEDOM STEEL

Building Description

Building Number 1 - Storage Building

Building Parameters			
Width	50	Length	60
Eave Height	18	Front Side Eave Height	18
Sidewall Bays	3 @ 20	Pitch	1:12
Right Endwall Bays	3	Left Endwall Bays	3
Frame Type	Rigid	Frame Profile	Gable Symmetric
LEW Sheeting	Solid	REW Sheeting	Solid
FSW Sheeting	Solid	BSW Sheeting	Solid

Design Loads		Roof & Wall Sheeting	
County	Oktibbeha MS	Roof Panel	26Ga PBR Galv
Building Code	IBC 15	Wall Panel	26Ga PBR Color
Wind Speed	115 MPH	Wall Color	To Be Determined
Exposure	C	Trim Color	To Be Determined
Ground Snow Load	10 PSF	Bracing	X Bracing Allowed
Roof Snow Load	10 PSF	Base Condition	Angle w/Trim
Live Load	20 PSF	LEW Type	Bearing Frame
Live Load Reducible	Yes	REW Type	Bearing Frame
Collateral Load	1 PSF	Span	Clear-span
Building Occupancy	II-Normal	Interior Module Spacing	None
Stamped Engineered Sealed Drawings	3 Sets Included	Columns	Tapered

Framed openings	
LEW	Solid or framed openings can go here
REW	Solid or framed openings can go here
FSW	(3) 14x14 w/ jamb trim; No X Bracing in FSW
BSW	Solid or framed openings can go here

Accessories			
Type	Qty	Size	Description
Gutters and Downspouts	2	6" & 4"	120 LF Gutters; 8 Downspouts
Entry Door	1	3x7	All Steel w/ lock
Overhead Door	3	14x14	All Steel Sectionals (Amarr)
Roof and Wall Insulation	5	R-10	3" WMP-VRR w/ tapes

FREEDOM STEEL

Project Pricing

Building Pricing	
Building No.	Building Price
1	\$ 41,680.00

Sub-total: \$ 41,680.00

Freight: Included

Tax: ---

Total: \$ 41,680.00

Valid until 2019-09-30 due to fluctuations in the price of steel.

Payment Terms

Deposit To Secure Buildings: \$ 14,680.00

COD: \$27,000.00

Requested Ship Date

7-9 weeks from the date of acceptance

Ship to Address: 503 E. Lampkin St.;
Starkville, MS 39759

Project Notes

Please note that your deposit will guarantee and lock the pricing at the current rate per this quote and prevent upcoming mill increases expected around 4-6% after October 11th. It will also produce your state sealed drawings in 2-3 weeks.

To accept the terms of this quotation, please sign and date below:

Accepted By Customer

Signature _____

Printed Name _____

Title _____

Date _____

Authorized By Freedom Steel

Signature _____

Printed Name _____

Title _____

Date _____

Facility Certifications or Accreditations

IAS AC 472 Accreditation for Metal Buildings
CAN/CSA A660 Certification for Manufacturer of Metal Buildings
Canadian Sheet Steel Building Institute
Metal Building Manufacturers Association



General Design Notes and Material Specifications

All welding of structural steel is based on AWS D1.1 "Structural Welding Code", Latest Edition.

All cold formed members are designed in accordance with AISI "Specifications for the design of cold formed steel structural members", Latest Edition

All welding of cold formed steel is based on AWS D1.3 "Structural Welding Code -- Sheet Steel", Latest Edition

If Joists are included with this project, they are supplied as a part of the systems - engineered metal building and are fabricated in accordance with the requirements of section 1926.758 of the OSHA safety standard. Latest Edition

Standard Building Specifications

- Solid I-Beam/Structural Steel Construction; not webbed columns or beams.
- American Made Steel
- Quality Control – IAS Certified Factory
- PBR Panels for the Roof & Walls, as opposed to simple R panels commonly used by most companies
- Sheeting is Galvalume-Coated Substrate that is prepped, and coated with silicon-polyester paint before fabrication – Commercial grade sheeting, 26 gauge, 80,000 PSI.
- Color trim work standard, not as a priced option.
- Heavy and high strength, 12-16 gauge "Z" girts and "Z" purlins.
- All our buildings come with engineered permit and construction drawings stamped by a registered, licensed engineer for the state it will be delivered to.
- All large door frame-outs are pre-engineered and factory located, not field located. This also helps keep erection costs down!
- All Fasteners have a zinc-aluminum alloy head that cannot red rust
- Structural steel rafters used, not the weaker, space consuming trusses
- Our clips are welded on – Ease of Erection as well as time & money saving
- Factory Direct, not mixed and matched up
- 25 yr Warranty



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

AGENDA ITEM DEPT: Parks and Recreation
AGENDA DATE: December 17, 2019
Page: 1

SUBJECT:

Request authorization to advertise for an Athletic Supervisor in the Parks and Recreation Department.

AMOUNT & SOURCE OF FUNDING:

Exempt, Grade 12, Salary Range of \$41,000 (\$19.71 per hour) - \$48,000 (\$23.08 per hour)

FISCAL NOTE:

Budgeted from line item # 001-550-420-105

AUTHORIZATION HISTORY:

This is a replacement position previously held by William Pochop who is resigning.

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 & Recreation or Nav Ashford, Human Resources Director

SUGGESTED MOTION:

Move approval to advertise for an Athletic Supervisor in the Parks and Recreation Department.

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

AGENDA ITEM DEPT: Human Resources
AGENDA DATE: December 17, 2019
Page: 1

SUBJECT:

Request authorization to hire Jerald “Lyle” McCaskey as a Code Enforcement Officer in the Community Development Department.

AMOUNT & SOURCE OF FUNDING:

Non-Exempt Salary Grade 10, annual salary of \$34,000.00 (\$16.35 per hour) based on 2080 hours.

FISCAL NOTE:

Budgeted from line item # 001-281- 430-107

AUTHORIZATION HISTORY:

On September 17, 2019, the Board approved an additional Code Enforcement Officer position for the Community Development Department.

REQUESTING DEPARTMENT:

Community Development Department

DIRECTOR’S AUTHORIZATION:

Sungman Kim, Director

FOR MORE INFORMATION CONTACT:

Sungman Kim, Director or Nav Ashford, Human Resources Director

SUGGESTED MOTION:

Move approval to hire Jerald “Lyle” McCaskey as a Code Enforcement Officer in the Community Development Department.



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

AGENDA ITEM DEPT: Human Resources
AGENDA DATE: December 17, 2019
Page: 1

SUBJECT:

Request authorization to advertise for a Maintenance Worker in the Sanitation/Environmental Services Department.

AMOUNT & SOURCE OF FUNDING:

Grade 5, salary range of \$20,800.00 (\$10.00 per hour) to \$26,000.00 (\$12.50 per hour) based on 2080 hours.

FISCAL NOTE:

AUTHORIZATION HISTORY:

This is a replacement position previously held by Jacobly Mobley who resigned.

REQUESTING DEPARTMENT:

Sanitation Environmental Services Department

DIRECTOR'S AUTHORIZATION:

Calvin Ware, Director

FOR MORE INFORMATION CONTACT:

Calvin Ware, Director or Nav Ashford, Human Resources Director

SUGGESTED MOTION:

Move approval to advertise for a Maintenance Worker in the Sanitation/Environmental Services Department.

REQUEST FOR PROPOSALS FOR CONCESSION SERVICES

City of Starkville Parks and Recreation

Notice is hereby given that the City of Starkville Parks and Recreation Department (SPRD) is seeking proposals from individuals/groups who are interested in providing concessions to recreational games at the Sportsplex and McKee Park (not including soccer games) for the 2020 calendar year.

Statements of Qualifications will be received at the Starkville City Hall, Attn: Lesa Hardin City Hall, 110 West Main Street, Starkville, MS 39759, until 10:00 a.m. local time on **January 13, 2020,** at which time they will be taken under advisement.

Questions regarding this request should be directed to: Gerry Logan at phone number 662-323-2294 or by email at glogan@starkvilleparks.com

Additional Information:

The "SPRD" agrees to:

1. Pay for general maintenance of the concession stand; both interior and exterior.
2. Provide the following equipment that is presently within the buildings:

Travis Outlaw Center

- 2 flat drink coolers
- 1 grill
- 1 refrigerator
- 1 hotdog roller
- 1 popcorn machine
- 1 freezer
- 1 range/oven

Youth Softball

- 1 refrigerator
 - 1 upright drink cooler
 - 1 flat drink cooler
 - 1 freezer
 - 1 popcorn machine
 - 1 grill
 - 1 hotdog roller
-

- 1 bun warmer
- 1 nacho cheese warmer
- 1 ice machine
- 1 coffee maker
- 1 chip warmer

Adult Softball

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

McKee Park

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

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

The "Lessee" agrees to:

1. Be responsible for general clean up and tidiness in and around the concession stands on an ongoing basis. (Lessee can leave garbage bags/boxes outside the door of the concession stand and SPRD will pick them up the next day).
2. Assume responsibility for operation beginning at the time of execution of concessions agreement and commencing through December 31, 2020. The Lessee will notify the Park Office if the Concession Stand will not be open during its regular scheduled times and post a sign at the site indicating the same.
3. Relinquish the concession stand when other parties lease out the concession stand due to tournament, other events, etc. The "lessee" agrees to empty all of their goods, so that the other party can occupy the stand on the day

before their event begins.

4. Concession Stands must be filled one hour before game time, no vehicles are allowed after that time.
5. Implement a minimum of five Healthy Eating and Physical Activity (HEPA) Standards for all food, snacks and drinks served at all concession stands. These standards can be provided if requested.
6. Utilize Clark Beverage Company for drink purchases in accordance with the current Concessions Beverage and Sponsorship Agreement between Clark Beverage and the City of Starkville Parks and Recreation Department.

The return proposal must be **SEALED** and marked **"REQUEST FOR PROPOSAL: Concession Stands due January 13, 2020"**. Additionally, the submitter's name and return address must appear on the container for the proposal.

Starkville Parks and Recreation reserves the right to accept or reject any or all responses, or to cancel this request in part or in its entirety.

Lesa Hardin, City Clerk/CF0

PUBLISH: 12-30-19 and 1-6-19



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

AGENDA ITEM DEPT.: Park and Recreation Dept.
AGENDA DATE: December 17, 2019
PAGE: 1 of 109

SUBJECT: Consideration of Kimley-Horn as the consultant for the Bicycle and Pedestrian Master Plan for the City of Starkville.

AMOUNT & SOURCE OF FUNDING: Up to \$36,400 (unless other add-alternates are approved) from 001-552-501-200 NRPA Grant.

FISCAL NOTE:

Up to \$36,400 is allotted per the grant for this Bicycle and Pedestrian Master Plan, unless other add-alternates are approved at a later date.

AUTHORIZATION HISTORY:

The City of Starkville was awarded a 10-Minute Walk Planning and Technical Assistance Grant. The primary use of the funds will be to create a Bicycle and Pedestrian Master Plan for the City of Starkville. The deadline for proposals was Monday, December 9 at 4 p.m., with legal ads in the Starkville Daily News on November 25th and December 2nd. Three companies submitted proposals, Stantec Consulting Services (Atlanta, GA), Kimley-Horn (Memphis, TN) and Neel-Schaffer (Starkville, MS).

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 Kimley-Horn as the consultant for the Bicycle and Pedestrian Master Plan for the City of Starkville.

PROPOSAL

BICYCLE AND PEDESTRIAN MASTER PLAN

DECEMBER 2019



Kimley»Horn





December 9, 2019

Gerry Logan
Executive Director
Parks and Recreation
405 Lynn Lane
Starkville, MS 39759

Kimley-Horn
6750 Poplar Avenue
Suite 600
Memphis, TN 38138

RE: RFP for Bicycle/Pedestrian Master Plan, City of Starkville, MS

Dear Mr. Logan and Members of the Selection Committee:

Thank you for the opportunity to submit this response to the Request For Proposals to create a Bicycle and Pedestrian Master Plan for Mississippi's College Town. The combined talent and experience of Kimley-Horn and the Fred Carl Jr. Small Town Center offers the City of Starkville a dynamic team prepared to develop a clear and implementable plan.

Our approach combines the talents of our public engagement, urban design, landscape architecture, and transportation engineering professionals to create a comprehensive, interdisciplinary planning process. Starkville is a desirable community for a diverse and socioeconomic blend of residents. Through the Bicycle and Pedestrian Master Plan, the City will further strengthen and celebrate its identity, build upon its existing assets, enhance community pride, and create a vision and plan to guide future improvements and investments while connecting its residents to more outdoor activities and spaces.

As you review this proposal, please keep in mind the following characteristics that we believe are unique to our team:

Track Record of Successful Projects. Our proven, interdisciplinary team understands the important relationships between inclusive public engagement, a concerted design approach, and an understandable and implementable master plan document. Our understanding of the challenges and synergy between these elements and how they can be combined to shape a community's future will provide the City with a team of experts working collaboratively and efficiently to identify strategies that will connect Starkville's residents to their parks.

Local Knowledge and Presence with National Expertise. Our team members are rooted in the region and throughout the nation, and appreciate the history, people, and places we serve. We understand that each community requires a customized approach to meet its specific needs and accomplish its specific goals.

Inclusive Outreach Process. The Kimley-Horn team is led by experienced public engagement specialists who value community input from the widest range of citizens possible. We understand that the process is as important as the product, and we are committed to working with local leaders and stakeholders to foster understanding and agreement using a variety of public education and input tools. The Kimley-Horn team believes that community engagement is not simply a task within the process—it is an integral part of how we work.

Focused on Action and Implementation. Successful community plans don't end at adoption—they build momentum, enable communities to start realizing their vision as part of the process, and quickly move from plan to action. We offer premium solutions and a premium level of service, tailored specifically to your community so that action and implementation can take place soon after adoption. The old saying "strike while the iron is hot" is a headline strategy worth utilizing when seeking community buy-in and maintaining critical momentum.

Our team, which is built on national expertise with local knowledge, brings a best-of-both-worlds approach—national and local, creative and technical, design and implementation-focused. We believe that this planning effort for the City's citizens is exactly aligned with the Kimley-Horn motto—Expect More Experience Better—and we are more than eager to see what kind of magic we can make together!

Thank you again for the opportunity to submit this proposal for this exciting project. Please contact me at 901 607 8100 or mike.hammond@kimley-horn.com if you have any questions.

Sincerely,

KIMLEY-HORN

Mike Hammond, PLA, LEED AP
Project Manager

General Information About the Firm

Kimley-Horn

Since 1967, clients nationwide have found Kimley-Horn to be their top source for comprehensive consulting services. With 4,100+ employees and 97 offices across the nation, the firm offers more than 275 landscape architects and planners who work with municipalities across the country on pedestrian, bicycle, greenway, and other multimodal transportation projects. Our experienced professionals deliver work you can depend on—from feasibility studies to master plans and construction documents. Our projects can be successfully implemented on time and within budget, taking advantage of the industry's best-proven techniques and technologies.

Kimley»Horn

4,100+
Employees

97
Offices

In addition, our landscape architects, planners, and engineers are strong facilitators and visionaries, pulling together a wide variety of design professionals and public input to produce top-notch planning and feasibility documents. These plans don't sit on a shelf; rather, they outline the development of a pleasing visual environment, meaningful theme, distinctive image, and a strong sense of place, while remaining sensitive to your budget, sustainability, conservation of resources, and long-term maintenance obligation.

Kimley-Horn understands the importance of planning and designing for all modes of transportation and has led numerous pedestrian and bicycle master plans and developed comprehensive statewide plans and requirements for pedestrian/bicycle facilities, transit, rail, and fully integrated multimodal systems. We have developed bicycle, pedestrian, and trail plans that emphasize interconnected networks of different types of facilities to serve multiple users, with each facility serving as a vital link between communities, resources, and destinations.

Fred Carl Jr. Small Town Center

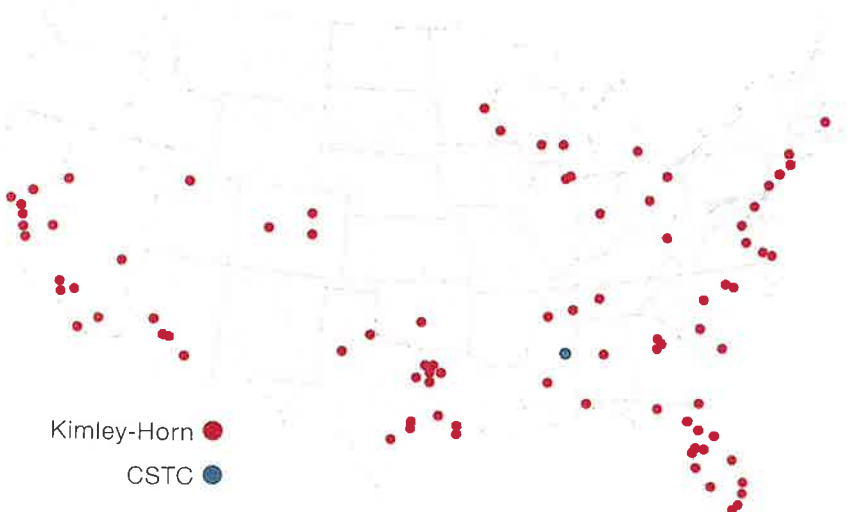
The Fred Carl Jr. Small Town Center (CSTC) is a community design center within the College of Architecture, Art, and Design at Mississippi State University (MSU). It was established in 1979, responding to its geographical position within a rural landscape and to the school's focus on the American small town. The CSTC is an advocate of meaningful design for small towns, providing planning and design services to communities and conducting research that helps provide solutions to problems facing communities across the nation.



MISSISSIPPI STATE UNIVERSITY
FRED CARL, JR. SMALL TOWN CENTER

The CSTC is comprised of architects, planners, and students who work to improve the built environment in the communities in which they work. It is a nationally recognized community design center with awards from the American Planning Association and the American Institute of Architects. CSTC's work has been shown at the National Building Museum in Washington, D.C. and as far as Berlin, Germany.

Office Locations



Kimley-Horn

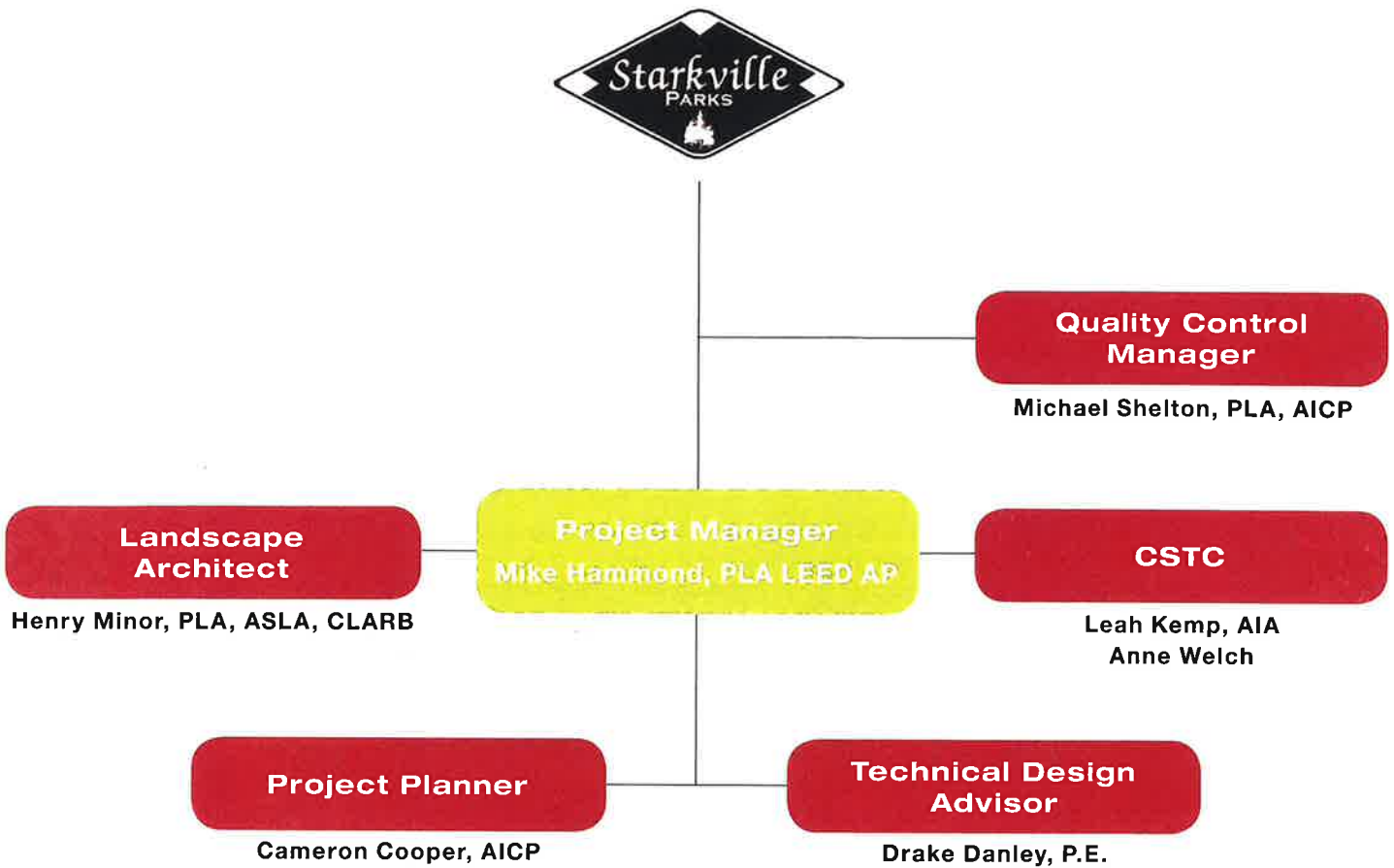
6750 Poplar Avenue
Suite 600
Memphis, TN 38138

Fred Carl Jr. Small Town Center

Mississippi State University
Fred Carl Jr. Small Town Center
899 Collegeview Street
140 Giles Hall
Mississippi State, MS 39762



Organizational Chart



Project Manager



Mike Hammond, PLA, LEED AP | Project Manager

For 13 years, Mike has been instrumental in creating high-quality spaces and places. His landscape architecture and planning experience includes large- and small-scale master and site planning, client engagement, project management, and construction documentation and administration. Throughout his career, Mike has worked to educate the public and private sectors about the impact that quality, sound, and sustainable landscape architectural design can have on a site, community, and region.

His experience spans urban park design to traditional neighborhood developments—improving the public realm through landscape architecture and exploring the historical and cultural aspects needed to create impactful spaces and places. Mike is an active member of the Urban Land Institute Memphis Council, where he currently serves as chair of the Programs and Initiatives Committee, the American Society of Landscape Architects, and the Council of Landscape Architectural Registration Boards.

Education

Bachelor of Landscape Architecture, Mississippi State University, 2006

Professional Qualifications

Professional Landscape Architect in MS and TN

LEED Accredited Professional

American Society of Landscape Architects

Council of Landscape Architectural Registration Boards

Urban Land Institute

Mississippi State University, School of Landscape Architecture Advisory Board

Project Experience

- » Wolf River Greenway—John Kennedy Park and Rodney Baber Park, Memphis, TN
- » Grenada Sportsplex, Grenada, MS
- » Handy Park, Downtown Memphis Commission, Memphis, TN
- » Handy House Park, Downtown Memphis Commission, Memphis, TN
- » Middle Fork Restoration and Greenway, Madison, TN
- » Open Space Master Plan, Clarksville, TN
- » Broad Avenue Mixed-Use Development, Memphis, TN
- » Loews Hotel and Main Street Renovation, Memphis, TN
- » Union Row Mixed-Use Development, Memphis, TN
- » Vintage Station North Transit Oriented Development, Mt. Juliet, TN
- » White Station High School Community Court, Memphis, TN
- » Renaissance Park, Memphis, TN
- » Parks Identification Strategy Plan, Collierville, TN*
- » Bobby Lanier Farm Park, Germantown, TN*
- » Parkside at Shelby Farms, Memphis, TN*
- » Low-Impact Design Challenge, Shelby County, TN*
- » Form-Based Code, Wilson, AR*
- » I-269 Environmental and Economic Study, Memphis, TN*
- » Oxford Farms Planned Neighborhood, Oxford, MS*

*Prior to joining Kimley-Horn

Resumes of Key Personnel



Henry Minor, PLA, ASLA, CLARB | Landscape Architect

With more than 12 years of landscape architecture and urban design experience serving public and private clients throughout the Mid-South, Henry has managed urban planning and park projects, prepared detailed construction documents, and created master plans for numerous streetscape and mixed-use projects. He is passionate about promoting the use of low-impact development techniques and implementing green infrastructure measures to mitigate the environmental impacts of polluted stormwater runoff from developed urban areas.

Project Experience

- » South Montgomery Road, Valentine Property Development, Starkville, MS
- » Middle Fork Restoration and Greenway, Madison, TN
- » Wolf River Greenway—John Kennedy Park and Rodney Baber Park, Memphis, TN
- » Grenada Sportsplex, Grenada, MS
- » Vintage Station North Transit-Oriented Development, Mt. Juliet, TN
- » St. Jude Children's Research Hospital, Various Projects, Memphis, TN
- » MLK Transitional School Adaptive Reuse, South City, Memphis, TN
- » Renaissance Park, Memphis, TN
- » The Clipper, Mixed-Use Development, Memphis, TN
- » Handy Park, Downtown Memphis Commission, Memphis, TN

Education

Bachelor of Landscape Architecture, Mississippi State University, 2007

Professional Qualifications

Professional Landscape Architect in MS and TN

American Society of Landscape Architects

Urban Land Institute



Drake Danley, P.E. | Technical Design Advisor

Drake offers 25 years of engineering, planning, and project management experience. He has successfully completed numerous roadway projects for state departments of transportation (DOT) and local governments. Drake has served as project manager, roadway designer, and construction manager for projects ranging from local street projects to major interstate highways.

Project Experience

- » Chelsea Avenue Greenline, Memphis, TN
- » Roadway Widening and Streetscape Improvements to Elvis Presley Boulevard, Memphis, TN
- » Macon Road Sidewalk Improvements, Memphis, TN
- » Downtown Streetscape Improvements, Erwin, TN
- » Innovation Corridor, Memphis, TN
- » ADA Transition Plan, Bartlett, TN
- » Murfreesboro Pike Complete Streets Bus Rapid Transit (BRT) Lite, Nashville, TN
- » Navy Road Streetscape, Phase II, Millington, TN
- » Walker Avenue Streetscape, Phase II, Memphis, TN
- » Union Road Improvements, Farragut, TN
- » Pipkin Road Improvements, Jackson, TN
- » East Chester Street, Phase II, Jackson, TN

Education

Bachelor of Science, Civil Engineering, University of Memphis, 1994

Professional Qualifications

Professional Engineer in MS, AR, and TN

American Council of Engineering Companies



Cameron Cooper, PLA, AICP | Project Planner

Cameron has 5 years of experience in community planning, streetscapes, and urban form. Prior to joining Kimley-Horn last year, he authored a form-based code for the City of Wilson, AR and served as the chairman of the Wilson Design Review Committee to guide local officials. Cameron also has been integrally involved in the planning of conservation neighborhoods, traditional neighborhood developments, and urban infill projects throughout the Mid-South. His work history as an adjunct instructor at the University of Memphis and as a professional practitioner within the planning and development community has cultivated a well-researched and multidisciplinary approach to providing community solutions.

Education

Master of City and Regional Planning, University of Memphis, 2015

Bachelor of Science, Landscape Architecture, Mississippi State University, 2013

Professional Qualifications

Professional Landscape Architect in TN

American Institute of Certified Planners

Project Experience

- » Community Transportation Planning Study, Brownsville, TN
- » Handy Park, Downtown Memphis Commission, Memphis, TN
- » Open Spaces Master Plan, Clarksville, TN
- » Tennessee DOT, Long-Range Transportation Planning On-Call, Statewide, TN
- » Vintage Station North Transit Oriented Development, Mt. Juliet, TN
- » White Station Community Court, Memphis, TN
- » Form-Based Code, Wilson, AR*
- » Design Review Committee, Wilson, AR*

**Prior to joining Kimley-Horn*



Michael Shelton, PLA, AICP | Quality Control Manager

Michael has 14 years of experience as a landscape architect and community planner. He is passionate about ecologically responsive design solutions and has worked diligently to incorporate them into streetscapes, parks, residential communities, and commercial properties throughout Tennessee and across the country. His experience includes public- and private-sector projects ranging from small-scale park design to state transportation enhancements and large-scale community master planning.

Education

Master of Landscape Architecture, Louisiana State University, 2005

Bachelor of Science, Ornamental Horticulture, Mississippi State University, 2000

Professional Qualifications

Professional Landscape Architect in TN

American Institute of Certified Planners

Project Experience

- » Community Transportation Planning Study, Brownsville, TN
- » Handy Park, Downtown Memphis Commission, Memphis, TN
- » Open Spaces Master Plan, Clarksville, TN
- » Tennessee DOT, Long-Range Transportation Planning On-Call, Statewide, TN
- » Vintage Station North Transit Oriented Development, Mt. Juliet, TN
- » White Station Community Court, Memphis, TN
- » ADA Self Evaluation and Transition Plan, Germantown, TN
- » Multimodal Transportation Master Plan, Covington, TN*
- » Memphis-Arlington Road Bike and Pedestrian Connector, Arlington, TN*
- » Green Rail Trail Master Plan and Implementation, Dresden, TN*

**Prior to joining Kimley-Horn*



Leah Kemp, AIA | Architect

Leah is the director of the CSTC. She is a registered architect who collaborates with the MSU School of Architecture faculty, staff and students to help small towns in many different capacities. She has over a decade of experience managing community design projects, which involve facilitation of community engagement, client interface, and production of deliverables. She has presented both nationally and internationally on her work in creative placemaking and public interest design and has won numerous awards for her work.



Fred Carl Jr.
SMALL TOWN CENTER

Education

Master of Architecture,
Tulane University, 2003

Bachelor of Science,
Interior Design, Virginia
Polytechnic Institute and
State University, 1998

Professional Qualifications

American Institute of
Architects

Project Experience

- » Recreation Master Plan, Byram, MS
- » Master Plan and Town Creek Greenway Design, Ripley, MS
- » Marking the Mule Cultural and Multimodal Trail, Marks, MS
- » Tanglefoot Trailhead Master Plan, Houston, MS
- » Downtown Bike and Pedestrian Trails, New Houlka, MS
- » Crosswalk Audit and Design, Aberdeen, MS
- » Radio Park and Downtown Bike Loop Design, Laurel, MS
- » Baptist Town Pocket Park Design and Construction, Greenwood, MS
- » Transit Feasibility Study for Starkville and the Surrounding Region, Starkville, MS 2004
- » Bike Starkville and Walk, Too! 2004



Anne Welch | Community Planner

Anne is a planner and urban designer with a degree in city and regional planning. She has over 5 years of experience in community and regional planning, grant and project management, and geographical information systems (GIS). At CSTC, Anne focuses on community planning, streetscapes, and public engagement. Previously, she worked as a principal planner in Huntsville, AL at the Top of Alabama Regional Council of Governments. Throughout her career, she has worked on various transportation, parks, green space, and comprehensive plans; public life studies and tactical urbanism projects; and research into bicycle infrastructure and accessibility.



Fred Carl Jr.
SMALL TOWN CENTER

Education

Master of City and
Regional Planning,
Georgia Institute of
Technology, 2017

Bachelor of Science,
Interdisciplinary Studies—
Forestry, Geoscience, and
Education, Mississippi
State University, 2011

Professional Qualifications

American Planning
Association

Project Experience

- » Marking the Mule Trail, Marks, MS
- » Pearl River Valley Watershed District Comprehensive Plan, Madison and Hinds Counties, MS
- » Connecting Communities: A DeKalb County Regional Trails Network, DeKalb County, AL
- » Weathington Park Trailhead Improvements, Recreational Trails Program Grant, Section, AL
- » Riverfront Trail Extension, Phase 2 of 3, Recreational Trails Program Grant, Guntersville, AL
- » Downtown Sidewalk/Path, Phase 1, Transportation Alternative Program (TAP), Mentone, AL
- » Walk. Bike. Thrive! A Regional Bicycle and Pedestrian Plan, Atlanta, GA
- » Woodruff Park Public Life Study, Atlanta, GA
- » Levanger Kommune Bicycle Survey, Trondheim, Norway

Description of Similar Projects

University Area Active Transportation Study, Charlotte, NC

Kimley-Horn was selected by University City Partners—in partnership with University of North Carolina Charlotte and the Charlotte and North Carolina DOTs—to develop the University Area Active Transportation Study. The study is considering ways to improve safety and mobility for active transportation modes emphasizing travel along and across the major roads surrounding the University campus. The study will consider multimodal access at existing and future points of ingress/egress to the University and develop financially feasible preliminary designs for priority locations.



Kimley-Horn's services include data collection and analysis of multimodal conditions, public involvement, and developing near- and long-term recommendations. Our extensive public involvement efforts include a technical committee, stakeholder meetings, a charrette-style, on-site work session, intercept surveys, an online commuter survey, and a campus open house.



Regional Bicycle and Pedestrian Plan, Richmond, VA

Kimley-Horn led a multidisciplinary team to develop a bicycle and pedestrian master plan for the entire Richmond region, which is composed of the City of Richmond, seven surrounding counties, and the Town of Ashland. The consensus-based effort was guided by a regional study advisory committee and included seven public outreach events, project website development, an analysis of existing policies and barriers, and GIS mapping of more than 1,400 miles of proposed network routes. The study is a model plan for future regional bicycle and pedestrian plans to be performed in other Virginia Metropolitan Planning Organization (MPO) regions.



Bicycle and Pedestrian Master Plan, Altamonte Springs, FL

Kimley-Horn was selected by the City of Altamonte Springs to develop a bicycle and pedestrian master plan that defines bicycle routes to connect activity centers and transportation hubs, such as SunRail and Uptown Altamonte. We identified and evaluated sidewalk gaps to determine the appropriate improvements concept and next steps and evaluated corridors to determine appropriate bicycle facility enhancements. Kimley-Horn developed planning-level cost estimates to help the City plan for multimodal improvements. The final deliverable included documentation of improvement recommendations prioritized for implementation.

South Montgomery Road Traditional Neighborhood, Starkville, MS

Kimley-Horn prepared the concept plan for the development of a 79-lot traditional neighborhood near the intersection of Lynn Lane and South Montgomery Road. An application for rezoning the property was successfully submitted and approved by the Board of Mayor and Aldermen. One of the signature design features of the neighborhood will be a 40-foot-wide linear park along South Montgomery Road with pedestrian connectivity to the existing multiuse path along Lynn Lane.

When designing the neighborhood, Kimley-Horn was tasked with providing residents of the new neighborhood, as well as the general public, improved connectivity to existing parks and pedestrian infrastructure. To achieve this, the new public streets within the neighborhood will be lined with public sidewalks and a series of pocket parks and green spaces will be provided to help create a truly walkable community. Additionally, the linear park will include a new 8-foot-wide pedestrian path to provide the residents living on South Montgomery Road with increased pedestrian access to the existing multiuse path that connects to MSU and other existing City parks.



Chelsea Avenue Greenline, Memphis, TN

The City of Memphis selected Kimley-Horn to design the Chelsea Avenue Greenline, which is a TDOT Locally Managed, 2.5-mile, shared-use path. The greenway will be located within the unused Union Pacific Railroad right-of-way adjacent to Chelsea Avenue from Evergreen Street to Washington Park. Connecting the trail to the park also will include numerous intersection improvements as well as 2,500 feet of new and improved sidewalks. This path will create a safe, protected corridor that connects cyclists and pedestrians to regional employment centers, residential neighborhoods, and recreational areas. Kimley-Horn's services include National Environmental Policy Act (NEPA), preliminary design, mid-block and intersection crossing designs, trailhead design, construction and bid documents, and right-of-way and construction phase services.



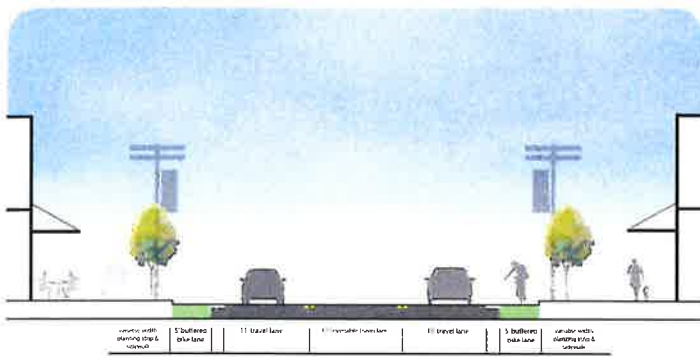
Bike and Pedestrian Connectivity Alternative Study, Brentwood, TN

The City of Brentwood selected Kimley-Horn's team to conduct an alternatives study to identify the route options for providing east-west connectivity of the City's bike and pedestrian system across or under the I-65 corridor to expand the bicycle and pedestrian connectivity within the community. Kimley-Horn was tasked with reviewing the existing and planned bike and pedestrian network facilities and routes; identifying east-west connectivity route alternatives taking into account the existing road network, parks, schools, railroad lines, waterways, floodways, and possible private property access points while limiting impacts to developed residential lots; and providing a planning level engineering analysis of each route alternative to include constructibility pros and cons, private property right-of-way and easement requirements, and preliminary cost estimates.



Franklin Pike Multimodal Plan, Nashville, TN

Kimley-Horn developed a corridor plan for this urban community outside of Nashville. Project issues such as space constraints, competition among travel modes (i.e., bus, bike, pedestrian, and vehicle), and redevelopment in the area required the project team to engage the public to resolve conflict and build informed consent with stakeholders. The team framed the engagement so participants could consider the plan as a community building opportunity rather than a simple traffic operations study. The chosen approach advances local Complete Streets initiatives through mode prioritization, and emphasizing placemaking and corridor vibrancy. The innovative public engagement strategy included a steering committee, mobility fair, and week-long charrette.



Town Creek Greenway, Gallatin, TN

Kimley-Horn led a multidisciplinary team that provided conceptual design and construction services for all three phases of the Town Creek Greenway. This 2-mile section traverses settings that vary from rural woodlands to residential neighborhoods and connects the downtown area to the City's regional park. Kimley-Horn provided engineering and design services, including public outreach, preliminary design, construction and bid documents, and Construction Engineering and Inspection (CEI) consistent with Tennessee DOT's local programs CEI requirements. The firm assisted the City with trail routing options, public and property owners' meetings, easement discussions, and environmental permitting.



Master Plan, Ripley, MS

In August 2017, CSTC kicked off a nine-month planning process that resulted in a master plan for the City of Ripley, a small town of 5,395 people in Tippah County, MS. Funded in part by the National Strategic Planning and Analysis Research Center (NSPARC) in cooperation with the Tippah County Development Foundation, the Ripley Master Plan sets a 20-year vision for the Ripley community and establishes goals and objectives for land use, housing, transportation, community facilities, parks and open space, health and environment, community branding, and economic development.



For its work in Ripley, the CSTC sought to develop a new approach to planning in small towns that combined the Center's expertise in planning, design, and implementation with NSPARC's proficiency in data analytics for three key projects. These projects included the proposed Highway 15 Bypass, the development of loft apartments in downtown Ripley, and the construction of Town Creek Greenway.

In addition, the plan addresses key design challenges faced by the community, particularly the First Monday Trade Days site and the Tippah County Courthouse Square in downtown Ripley. The First Monday project was completed in partnership with the MSU School of Architecture's fourth-year studio. The downtown improvements were envisioned as part of the CSTC's CREATE Common Ground class. The CREATE class implemented one of their ideas through a tactical urbanism approach, which resulted in a success story for the Ripley community. In addition to these two design projects, the CSTC generated schematic designs for a recreational greenway along Ripley's Town Creek.

The Ripley project is the result of community engagement activities and public outreach initiatives and was responsive to the specific needs of the Ripley community. The community vision reflected in the plan, along with the findings and recommendations made in response to that vision, were all created based on input from members of the Ripley community and reflect the collaborative environment of Ripley.



The Ripley Master Plan represents the successful model for planning and design excellence that the CSTC has established for communities in rural Mississippi.

Pedestrian Audit and Crosswalk Design, Aberdeen, MS

In partnership with the CREATE Foundation of Northeast Mississippi, the CSTC's 2017 CREATE Common Ground project focused on pedestrian infrastructure in Aberdeen. Working with the community and the Aberdeen school district, CSTC conducted a pedestrian safety audit and identified several locations for pedestrian improvements. The CSTC team ultimately designated the mid-block street crossing on North Long Street between the Early Education Center and Aberdeen Elementary School as the top priority. The crosswalk installation featured a unique design that incorporated school colors, which made crossing the street both fun and safe for elementary school students.



Recreation Master Plan, Byram, MS

CSTC was selected to create a recreation master plan for the 11,000+ resident bedroom community of Jackson, MS. Largely comprised of suburban development along a busy interstate corridor with no downtown core, Byram needed pedestrian and other recreational opportunities. In partnership with MSU's Center for Advanced Vehicular Systems (CAVS), CSTC developed new software to facilitate more interactive community engagement and more accurate feedback to inform the master plan. The software was tailored to get feedback on community assets, frequently visited places, location of existing park and recreation facilities, current and desired pedestrian paths, current and desired bike routes, driving routes, and dangerous intersections. The software helped ensure that individual input was captured from all ages, races, and demographics.



Later, CSTC presented schematic designs for new parks and pedestrian and cycling routes to the community, with very positive feedback because all designs and recommendations were a reflection of the data input from the community engagement sessions. It helped solidify the community's overwhelming desire for bike and pedestrian routes in specific locations as well as inform community leaders about the frequency and specificity of types of recreation desired by the residents. Additionally, the software provided accurate information on which neighborhoods and demographics were lacking pedestrian resources. That, in turn, allowed local officials to see where pedestrian infrastructure gaps existed and where residents desired to see more opportunities made. It also allowed for creative recommendations from the community, like sharing the fire station front lawn to make a City-maintained playground.

Marking the Mule Multimodal Cultural Trail, Marks, MS

In July 2015, CSTC was awarded a \$25,000 Our Town grant by the National Endowment for the Arts (NEA) to create a trail and make plans for an interpretive center in Marks that tells the story of the 1968 Mule Train. The project's goal was to partner with the Marks community to raise awareness of the historic Mule Train that began in Marks as part of Dr. Martin Luther King, Jr.'s Poor People's Campaign and build interest in the Mississippi Delta community of 1,735 residents.



The Marking the Mule project consisted of a 12-month integrated planning process that engaged local Marks residents, historians, architects, planners, and state tourism and historic preservation officials to create a vision for a cultural trail and interpretive center focused on the events surrounding the Mule Train. The planning process included historical research and documentation, community engagement, a multi-day design charrette, design development and community feedback, and execution of a welcome sign and plans for an interpretive center and cultural trail.

The year-long public outreach campaign brought people to the table who often lack formal influence on these types of projects. It also allowed Marks residents to have a meaningful impact on the development of a tangible project in their community. Innovative efforts included the documentation of oral histories, outreach at a local blues festival, a hands-on design charrette, and multiple feedback loops, which culminated in the design of an interpretive center and trail and the construction of a trailhead marker that doubled as a welcome sign.

The first phase of the trail is nearing completion and consists of a half-mile loop connecting the downtown business district with the courthouse square, the Mule Train Interpretive center, and the Amtrak stop. The downtown walking and biking loops incorporate creatively branded wagon wheels to remind visitors and residents alike of the town's unique history. Planters also adorn the trail to provide safe buffers for cyclists, while beautifying the downtown area.

Planning Approach

Introduction

The Starkville Bicycle and Pedestrian Master Plan is intended to establish a comprehensive vision for the betterment of the community as a desirable, livable, and diverse place to reside by prioritizing the equitable connection of residents to parks and nature throughout the City.

Coordination

Quality Collaboration & Coordination

In a process with multiple stakeholders and robust community involvement, clear management protocols, shared goals, and communication lines are critical. We will collaborate with you to confirm an equitable community engagement method and help ensure that all stakeholders and team members agree on the trajectory of the master plan process, critical goals, and important milestones.



Analysis & Design

Synthesize & Communicate Existing Conditions

Through a deep dive into existing park locations and bicycle and pedestrian routes throughout the city, our team will explore needs and opportunities, circulation patterns and constraints, accessibility challenges and relationships between nodes and neighborhoods. The power of the planning and design process lies in the ability to reveal overarching issues that affect how the City's existing bicycle and pedestrian network functions and how those issues prevent safe, efficient and equitable connections to existing parks and open spaces.

While the existing conditions analysis will be comprehensive, our team will work to synthesize and visualize key findings that will clearly communicate the quantitative and qualitative data that will form the foundation for the master planning process.

Master Plan Concepts

This master plan is an opportunity to work collaboratively with partners, community members and other stakeholders to design and test a range of conceptual options that illustrate a compelling, cohesive vision for the future evolution of Starkville's bicycle and pedestrian network. The master planning process will begin to reveal preliminary strategies for providing a more sustainable and forward-looking model for the City's multi-modal approach.

We will develop a series of scenarios—likely a wide range of ideas that include smaller incremental change strategies and provocative big ideas. These will paint different potential futures and be accompanied by success evaluations by scoring criteria such as equity within the community, health benefits, social impacts, and environmental stewardship.

Test Concepts with the Community

Idea generation will be based around a series of community workshops and engagement events to develop and test a series of options interactively with stakeholders. Ideas will build from earlier findings, previous studies, community feedback, observations and design team analysis. The workshops and events will be designed to expand people's imaginations for what is possible while grounding the ideas in realities of scale, infrastructure, cost, and feasibility.

Creating a Roadmap & Vision

Based on stakeholder feedback and community input, we will refine preferred concepts into a single framework. We will add depth to the recommendations including transformative projects and programs, infrastructure improvements, and access and circulation changes. We will create a flexible roadmap for phasing and implementation, building on community priorities and our team member's understanding of "low-hanging fruit" projects, potential partnerships and redevelopment options, costs and funding opportunities. We will develop illustrations that visualize how the ideas will impact use and experience of the place.

Chart Next Steps

We will translate the vision into a series of implementable near and long term actions. The final step will focus on the creation of the Starkville Bicycle and Pedestrian Master Plan with a narrative document that will include action-oriented strategies, guidance on near and long term implementation, and individual project costs. We will determine the exact format of the document with the client team, but envision

a final plan that is clearly communicated, highly visual, and can be used to generate excitement for the plan and guide subsequent decision making.



While we imagine that a successful engagement strategy will be developed in concert with the client team, we are excited about many possibilities, including:

- » Immersive engagement that is integrated throughout the project rather than staged episodically, taking advantage of spring and summer weekends in key areas, pop-up programming, and intercept surveys.
- » Youth workshops to test design ideas with future generations.
- » Use of digital platforms and social media engagement.
- » Tours with community leaders to observe and record strengths, issues, and opportunities.
- » Input sessions with individuals, businesses, and organizations.
- » Community conversations designed to create interactive discussions that celebrate ideas, creativity, and dialogue.

Community Involvement

Ongoing Engagement

Community expectation and the inherent potential of this master plan means we need new approaches to community outreach and engagement—to transcend boundaries between what exists today and what is possible in the future, expand our reach to all constituencies, and bridge past, current, and future users of the park.

Traditional public meetings often create an echo that reinforces what already exists, rather than foster new ideas. Our strategy will emphasize methods of communication and engagement that prioritize diversity and emphasize creativity. We will use the key questions of the project to inform our engagement processes so that outreach does not only glean a sense of public sentiment, but also creates meaningful data and ideas that can be integrated into the plan. At the same time, we will elevate shared values to build consensus and trust.



Kimley-Horn
has completed
more than
40 bicycle and
pedestrian plans in
the Southeast.





Joint Venture and Sub-consultants

As the prime consultant, Kimley-Horn is enlisting the Fred Carl Jr. Small Town Center (CSTC) as a sub-consultant of this project. This is not intended to be a joint venture.

References

Below are four references who can be contacted in relation to this Request For Proposals.

Kimley-Horn

Gary Worsham

Executive Director
Grenada Tourism Commission
Grenada, MS

662 614 4500

Jennifer Oswald

President
Downtown Memphis Commission
Memphis, TN

901 575 0550

Fred Carl Jr. Small Town Center

Velma Benson-Wilson

Quitman County Administrator
Quitman County, MS

662 326 3520

Diandra Hosey

City of Byram Board of Aldermen, Ward 2
Byram, MS

601 372 7746

Familiarity with the City of Starkville and the Surrounding Area

The Kimley-Horn team has deep roots in Mississippi and in Mississippi's College Town. Mike Hammond, Henry Minor, and Cameron Cooper are all native Mississippians growing up in Grenada, Jackson, and Madison, respectively. All three received their Bachelor of Landscape Architecture degrees from MSU while living in Starkville. Currently, Mike Hammond serves as chair-elect of the MSU Department of Landscape Architecture Advisory Board, and Henry Minor serves as the Kappa Sigma fraternity chapter alumni liaison, keeping them in-tune with Starkville and its current events.

The Fred Carl Jr. Small Town Center is based locally on the MSU campus and its director, Leah Kemp, was born and raised in Starkville and returned over a decade ago to pursue her career and raise a family. Her family of five actively uses the city's parks and cycling paths around town. Anne Welch, a community planner on the CSTC staff, graduated from MSU and is one of the earliest members of the Starkville In Motion cycling advocacy group and is an active cyclist around Starkville.



Resources and Capability Fee Structure

Kimley-Horn has sufficient staff resources and capability to perform the work contained with the RFP within a reasonable time frame.

The members of our project team were selected using two criteria: (1) their experience with bicycle and pedestrian projects throughout the Southeast and (2) their availability to assume major technical responsibilities within the scope of services outlined.

Kimley-Horn uses a proactive management system known as "cast-aheads" to detail every project's personnel needs and also to determine each staff person's availability. By continuously matching project needs with staff availability, our cast-aheads system is an accurate tool for keeping our projects on schedule.

Based upon a review of our cast-aheads, we can assure you that the staff members selected for this team are available immediately to serve you and are in an excellent position to handle the workload required to complete the scope of work. We emphasize project management using bi-monthly effort reports that give our project managers up-to-date staffing and expense information related to their projects. This information enables them to continuously monitor the status of project cost, cost control effectiveness, and schedule.

The services outlined in our Planning Approach can be tailored to meet the project budget as described in the Request For Proposals. Upon being selected, the Kimley-Horn team would propose that a collaborative session take place with the City to determine and agree on the quantity of community and stakeholder meetings needed to achieve the goals for public engagement.

The following are add-alternate services that the Kimley-Horn team can perform for a cost additional to the budget defined within the Request For Proposals:

- » Planning documents with adequate detail are necessary for successful implementation and will be included within the project budget specified. However, few citizens and elected officials read lengthy planning documents. Our innovative approach is to include easily-understood and colorful graphics to attract readers. Kimley-Horn has created an array of stakeholder-friendly executive summary documents in the past several years to make planning more understandable and accessible to members of the public and business community. Our innovative deliverables have included magazine-like executive summaries, project posters, brochures, websites, and other similar tools.
- » Future grant applications for project funding assistance.
- » Use of drone photography and videography to provide enhanced visualization of existing infrastructure, parks, and open space.
- » Perspective 3D graphics to visually communicate bicycle and pedestrian infrastructure improvements beyond the included plan view and elevation view graphics provided within the project budget specified.
- » Additional community and stakeholder meetings above and beyond mutually agreed upon quantities, as specified above.
- » The building and maintenance of a project website.
- » Project expenses such as print and reproduction costs, travel expenses, and facility rental fees.
- » Identification and planning of potential new park spaces, excluding greenways, and bicycle and pedestrian infrastructure.
- » Preparation of schematic design, design development, and construction documents.

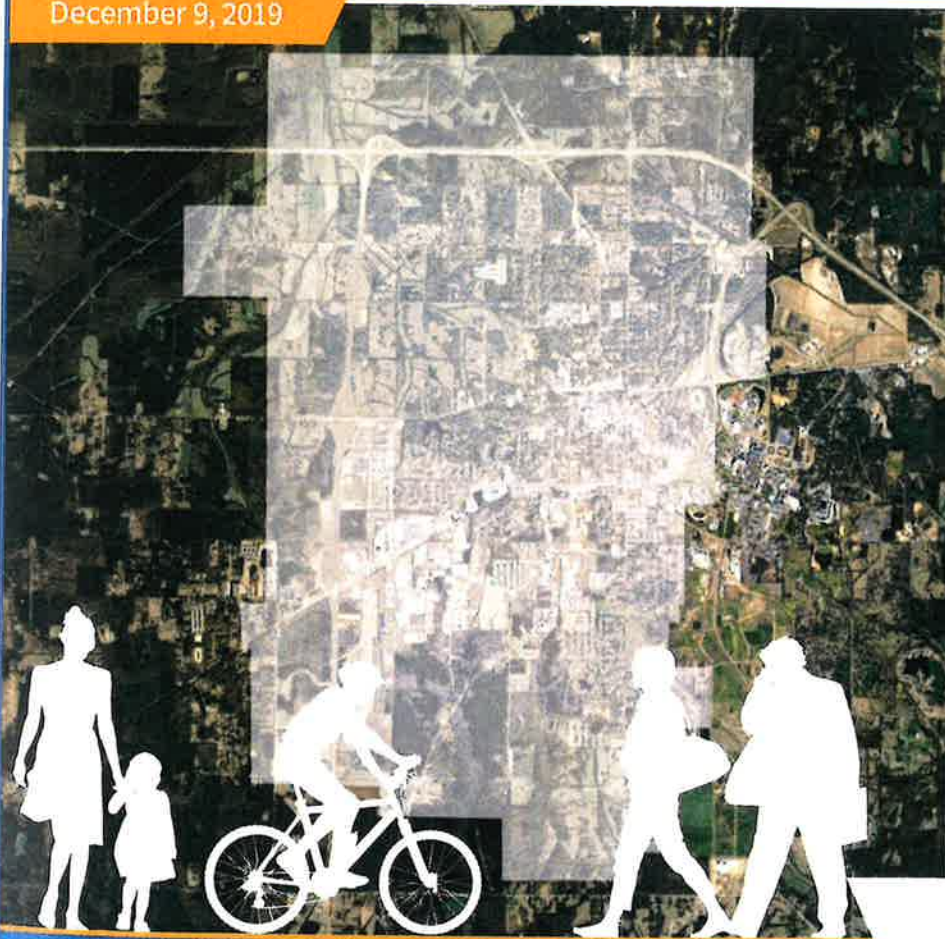
HISTORIC STARKVILLE

MISSISSIPPI'S COLLEGE TOWN

Proposal to Provide Design Services for a

Bicycle and Pedestrian Master Plan

December 9, 2019



NEEL-SCHAFER
Solutions you can build upon

Client Liaison

Saunders Ramsey, PE

saunders.ramsey@neel-schaffer.com

Phone: 662-268-7966

December 9, 2019

Lesa Hardin, City Clerk
City of Starkville
110 W Main Street
Starkville, MS 39759

Re: Request for Proposals for Bicycle/Pedestrian Master Plan, City of Starkville, MS

Dear Ms. Hardin:

Neel-Schaffer is pleased to present this Statement of Qualifications to the City of Starkville for the development of a Bicycle and Pedestrian Master Plan. We have included four copies of our Statement of Qualifications. These services are offered and will be managed by employees based in our local office, 912 Lynn Lane in Starkville, along with other key team members.

Achieving Your Vision

With staff members who live in Starkville and who also enjoy the existing recreational amenities offered, Neel-Schaffer is excited and honored to present our team and ideas to support this project. This proposal represents a collection of experience and expertise to take a Master Plan through its entirety. We are confident in our technical expertise, creativity, and managed approach to deliver a safe, effective, and attractive product that will be true to the City's collective vision.

Introduction of Team

Neel-Schaffer is a mid-sized engineering and planning firm that was founded in 1983 and has operated Starkville office since 2012. We have provided design for roadways, sidewalks, bike facilities, trails, greenways, and other multi-disciplined planning and design projects for more than 30 years. Our "cradle to grave" approach means we will be by your side from beginning to end and includes helping to identify and secure the funding for a successful project. Our team includes nine staff members with expertise in a variety of disciplines required for this project. We have a well-rounded team, balancing senior staff with talented designers for efficiency in production of planning, feasibility, stakeholder involvement, and final planning documents. We have thrived as a firm by diversifying our services and sharing work between our 36 offices. This structure gives us the opportunity to work with the best of our 500 multi-disciplined professionals, many of whom are tops in their fields. Our local team is growing and is eager to tackle our next challenge in continuing our Bicycle and Pedestrian Master Planning experience for the City of Starkville. We have assembled key firm resources combined with a hand-picked team of other experienced design professionals, bringing the best available expertise and understanding of this project and its locale. Additionally, your Client Liaison will be a Starkville resident, fully committed to the project's success with a proven track record in project delivery. Our team offers a winning combination of passion, innovation, experience and common-sense expertise.

The following table lists the lead professional(s) for each critical discipline required to complete the scope of work as outlined in the RFQ. Each task leader understands their role within the development of the project

and represents a team of support staff with the knowledge and ability to successfully complete their individual tasks in a timely manner and in conjunction with other disciplines and related items of work.

Project Management	Russ Bryan, ASLA
Client Liaison	Saunders Ramsey, PE
Bicycle & Pedestrian Planning	Russ Bryan, ASLA Bert Kuyrkendall, PE, AICP (MöD) Ginger Hoke, PLA Austin Lovitt, ASLA
Environmental Stewardship/Energy Savings	Russ Bryan, ASLA
Traffic, Bicycle & Pedestrian Safety	Karen Mohammadi, PE, PTOE, AICP
Transit Coordination	Taylor Marcantel, AICP
Mapping & GIS	Maria Scheitz, AICP
Right of Way Coordination	Saunders Ramsey, PE
Stakeholder/Public Involvement	Jeff Moore, AICP

Team Commitment

In closing, we would like to express our gratitude for the opportunity to present our team's qualifications and proposed services to execute this exciting project. We commit to you that if engaged, we will go above and beyond to make this project a success. We will focus our team's efforts on tailoring our services, approach, and ideas to this exciting project, listening to you and other stakeholders, and providing seamless communication with the City and all regulatory authorities. We will provide the support you need to realize a comprehensive vision, seek the most cost-effective solutions to every aspect of the project, and communicate seamlessly with your team to ensure you stay abreast of the project status at all times. We also understand the need to work within the available funding. We are committed to developing a proposed schedule and deliverable to remain inside this budget. We invite you to review our qualifications and welcome the opportunity to fully describe our team's capabilities and approach to bring this planning effort to life.

I will serve as the primary contact for the Statement of Qualifications and will personally see that the project is completed within a timely manner and tailored to your selected funding source(s). Please contact me with all questions or qualifications. Thank you for the opportunity to submit our proposal. Our team looks forward to working with you on this very important project.

Sincerely,
NEEL-SCHAFFER, INC.



Russ Bryan, ASLA
Senior Project Manager

TABLE OF CONTENTS

Section 1	Project Understanding
Section 2	Project Team Qualifications
Section 3	Resumes of Key Personnel
Section 4	Experience with Similar Projects
Section 5	Sustainability
Section 6	Project Approach
Section 7	References
Section 8	Familiarity with the Starkville Area
Section 9	Resources
Section 10	Fee Structure



500+ Employees
36 Offices
9 States

Alabama | Florida | Georgia | Kentucky | Louisiana | Mississippi | South Carolina | Tennessee | Texas

Section 1: Project Understanding

While walking and riding bikes has been a traditional mode of transportation for years, Americans haven't always made it a priority to ensure safe and inviting places to partake in those activities. The last two to three decades have seen that trend change, as communities make purposeful efforts to plan and install high quality pedestrian and bicycle facilities and attempt to form connected networks. User safety, equitable access to community resources, physically active transportation options, and supporting talent attraction and economic activity are factors playing an increasingly important role in the transportation decision-making process for communities across the nation.

To meet that challenge, a community needs to have a plan, and Neel-Schaffer is prepared to provide just such a Bicycle and Pedestrian Master Plan for the City of Starkville.



Multimodal stop installation on Locksley Way in Starkville, MS

It is our understanding the City has received a **10 Minute Walk Planning and Technical Assistance Grant** that will be used in developing the Bicycle and Pedestrian Master Plan. We understand that, according to ParkServe, about 35 percent of Starkville residents currently live within a 10-minute walk or bike ride of one of the City's eight parks or recreational areas, and that the City's vision is to bring that number to 100 percent. The plan we create will focus on providing such a connection to city parks for every Starkville resident, via bike or pedestrian facilities.

Neel-Schaffer is the right firm to prepare this plan, for several reasons.

One, we have an office in Starkville, managed by a Starkville native and Mississippi State graduate who uses the current

bike and ped facilities. Two, we are currently helping develop a long-range transportation plan for the City that will also focus on bike and ped facilities. And three, our firm was part of the team that developed the City's comprehensive master plan for parks and recreational facilities.



Bicycle & Pedestrian Facilities on Highland Colony Parkway in Ridgeland, MS

We will utilize those plans and our knowledge gained while working to develop Starkville's Bicycle and Pedestrian Master Plan. While we will analyze the existing facilities, we already have a great understanding of the area and where the addition of sidewalks, pathways, trails, and greenways or protected bike lanes will be most beneficial. We also understand where potential new parks would benefit the most Starkville residents.

We applaud the City for the progressive stance it has taken on developing its current bike-ped facilities, and we know that to build upon these accomplishments it is imperative to develop a Bicycle and Pedestrian Plan with a plan of "10-Minute" accessibility to parks for 100 percent of Starkville residents.

This plan needs to build upon the efforts this dynamic and community-minded City has undertaken over the last two decades, such as the recent Locksley Way Multi-Use Path, a joint project between the City, Oktibbeha County and Mississippi State University that helps connect Starkville residents with the MSU campus. We are poised to continue that momentum with the Bicycle and Pedestrian Master Plan.

Section 2: Project Team Overview



Neel-Schaffer's mission is to provide high-quality, cost-effective solutions that reflect responsiveness, innovation, technical excellence, and professional integrity. Through service to the many and diverse communities, Neel-Schaffer endeavors to improve each area's quality of life.

Neel-Schaffer believes our firm brings a unique blend of technical knowledge, broad "real world" experience and "birth-to-completion" project management expertise. The combination of these traits will allow our project team to work side-by-side with City of Starkville officials to develop a seamless and safe Bicycle and Pedestrian Plan.

Neel-Schaffer provides comprehensive bicycle and pedestrian planning services for long- and short-range plans to identify future needs and prioritize improvement strategies. A key step in this process is identifying issues and barriers.

We believe our project team has the depth and quality of planning staff to effectively meet the needs of this project.

The strength behind this team lies in its ability to draw on key personnel with demonstrated and trusted experience on similar projects.

Neel-Schaffer's services within this area include:

- Field Reconnaissance
- Data Collection
- Needs Assessments
- Operational Analyses
- Transit and Transportation Surveys
- Bicycle/Pedestrian Plans
- Public Outreach Planning
- Marketing Campaigns
- Website Development
- Land Use Planning
- Policy Development
- ADA Compliance Studies
- Benefit/Costs Analyses
- Demographics Analysis and Ridership Forecasts
- Transit & Transportation Funding Studies
- Market Analyses
- Alternatives Analysis
- Multimodal Transportation Center Planning





The Neel-Schaffer Complete Communities Group focuses on developing visions, funding strategies, and implementing solutions.

Our multi-disciplinary group works together to view your projects from every angle, and then to find solutions that always keep the end user in mind.

Neel-Schaffer has an extensive pool of talented engineers, planners, geologists, and environmental services staff across the company. By assembling our best within the CCG collaborative team, we provide a powerful combination of experience and ability to create a one-stop, complete experience to help you transform your town or city into a more livable, walkable, connected community.

Services provided by Neel-Schaffer's Complete Communities Group include:

Master Planning & Project Visualization: Comprehensive Master Plans, Trail Master Plans, Sidewalk, Bikeway, and Greenway Master Plans, Roadway Connectivity Plans, Funding Strategies, and 3-D Visualization Graphics.

Planning for the Future: Current Trends, Regulatory Changes, and Best Practices Related to Urban Planning and Design, Drone Applications, Grant Opportunities, Multimodal Topics, and 3-D Visualization.

Complete Streets: Road Diets, Traffic Calming, Slow Streets, Vision Zero, Protected Bike Lanes, Safety Studies, Parking Studies, and Parking Redevelopment

Transit/Multi-Modal: Transit Planning with Multimodal, Smart Technologies, User Surveys, and Stakeholder Coordination

Trails, Bikeways & Blueways: Master Planning, Trail and Bikeway Concept Development/Design/Engineering, Blueways, Intermodal Connectivity, and Tailored Public Engagement Strategies

School Access & Safety: School Security and Safety, Safe Routes to Schools, Stakeholder Coordination, and Funding Strategies

Safe & Healthy Communities: Recreation and Parks, Bicycle/Pedestrian-focused Design, Access, Safety, Sustainability, Flooding/Stormwater Planning, and Engineering, Stakeholder Coordination, and Funding Strategies

Redevelopment & Economic Development: Urban Design, Context-Sensitive Design, Brownfield Assessment and Redevelopment, Community Asset Identification and Visioning, Suburban Retrofitting, Economic Development, and Funding Strategies

Smart Cities/Technology Solutions: GIS, Drone Services, Telecommunications, Community Broadband, Technology Applications for Safer Transportation, and Lighting



Once a blighted dry cleaning site, this 70-year-old building sat vacant for five years before Neel-Schaffer helped bring it back to life. The home of Chandeaur Brewing Company now bustles with activity and events.

*EPA Brownfield Assessment Grant
Gulfport, MS*

SUBCONSULTANT

Mōd

TRANSPORTATION CONSULTING

Mōd Transportation Consulting focuses on understanding how transportation patterns in communities are either helping or hurting the local economy, and contributing to or taking away from the quality of life and place. A balanced transportation network is a means of commerce and community life. They deliver practical plans that enable immediate improvements and provide long-term guidance.

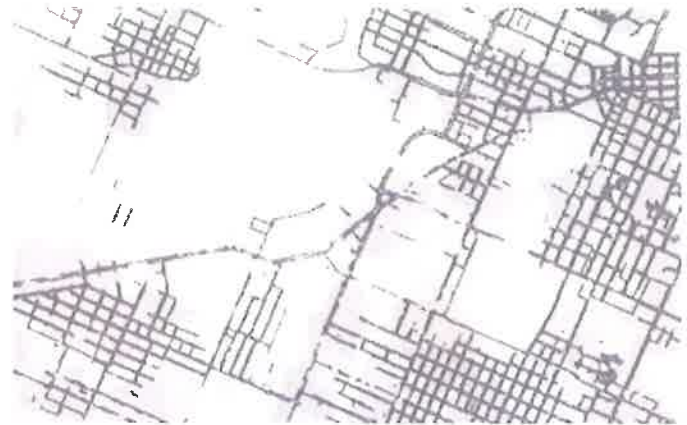
They partner with multidisciplinary teams, providing transportation planning support for multimodal and comprehensive/master planning projects by providing the following services:

- Pedestrian and bicycle demand and master planning
- Complete Street design for pilot projects
- Transportation standards and complete street policies
- Zoning and subdivision code revisions for transportation elements
- Transportation network planning
- Traffic and parking analysis
- Charrette and public outreach support

In Situ Research: Mōd takes the time to walk and bike the streets, observe the intersections, and take note of movement patterns and their effect on the built environment. Every community has its own particular strengths and challenges.



Data Analysis: Transportation service level and demand from land use are staple transportation analyses we perform. Mōd pays close attention to safety, level of stress, and vulnerable population analysis, and integrates closely with land planning and health and economic impact analysis.

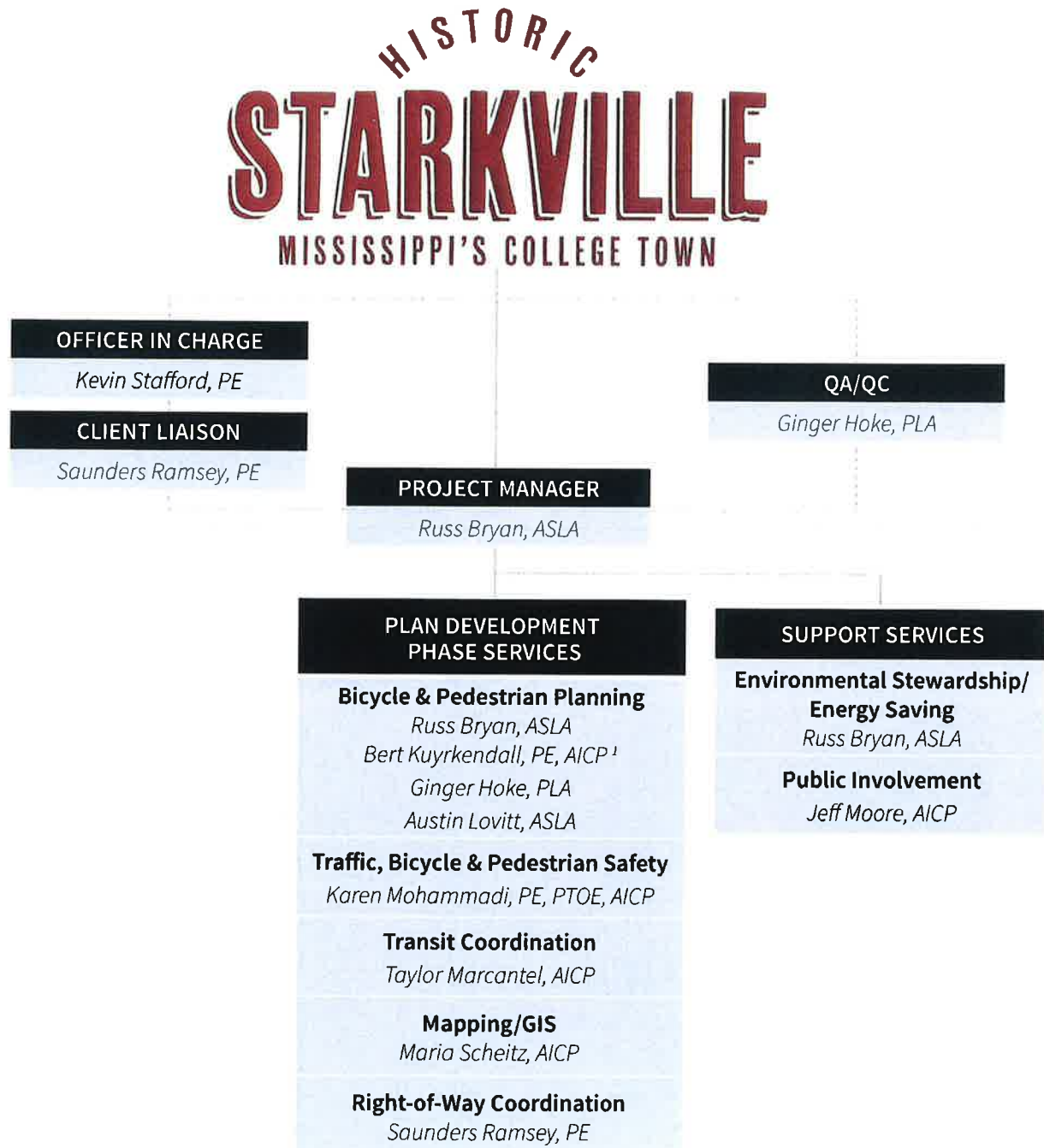


Slow Consulting: Meaningful conversation takes time but is imperative to understanding the local condition. Slow consulting enables fast progress since time is taken on the front end to get to the heart of the local issues through one-on-one conversations, group meetings, and interactive online input.



Section 3: Resumes of Key Personnel

PROJECT ORGANIZATIONAL CHART

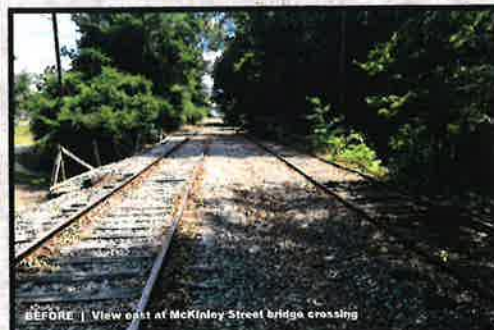


¹ Mōd Transportation Consulting

Planning Experience

	Connectivity Planning	Bicycle and Pedestrian Facilities	Bicycle and Pedestrian Data Collection	Bicycle and Pedestrian Modeling	Cost Estimates	Design & Bike and Pedestrian Safety	GIS	Public Involvement	Environmental
Kevin Stafford, PE	X	X	X		X	X		X	X
Saunders Ramsey, PE		X	X		X	X		X	
Russ Bryan, ASLA		X	X		X	X		X	
Karen Mohammadi, PE, PTOE, AICP	X	X	X		X	X		X	X
Jeff Moore, AICP	X	X	X		X			X	
Ginger Hoke, PLA	X	X	X			X	X	X	X
Maria Scheitz, AICP	X	X	X			X	X	X	
Taylor Marcantel, AICP	X	X	X	X			X	X	X
Bert Kuyrkendall, PE, AICP	X	X	X	X	X	X	X	X	

Rails with Trails Photo Simulations (City of Starkville)



Kevin Stafford, PE

Registrations

Professional Engineer: Mississippi 17102

Education

Bachelor of Science, Civil Engineering, Mississippi State University, 2001



Professional History

Mr. Stafford joined Neel-Schaffer in 1999 and now serves as the firm's North Mississippi manager, working out of our Columbus office. Mr. Stafford's 20 years of experience includes engineering design and project management in grading and drainage, sewer, water, roadway, traffic and civil site design. He has administered all aspects of projects, including schematic and conceptual development to final design; preparation of plans, specifications and contract documents; cost estimating, bidding and construction administration. Mr. Stafford coordinates workloads and manages projects with numerous public and private entities. He also serves as the engineer of record for numerous local public agencies.

Related Experience

South Entrance Road, Mississippi State University, Starkville:

Project Manager and Designer. Neel-Schaffer was selected to provide right-of-way design services for an urban, four-lane boulevard with a 10-foot wide pedestrian/bicycle lane to serve as a new south entrance to the campus of Mississippi State University in Starkville.

Columbus Soccer Complex, Lowndes County: Project Manager. \$4.5 million soccer complex, managing four contracts and coordinating between three clients (Lowndes County, City of Columbus, and Columbus-Lowndes Recreation Authority).

Riverwalk to Soccer Complex Connector Trail, Lowndes

County: Project Manager. \$700,000 MDOT LPA grant to connect the Columbus Riverwalk to the Columbus Soccer Complex.

Old Tombigbee River Bridge Rehabilitation, Lowndes County:

Project Manager. \$2 million rehabilitation, transforming a historic Mississippi landmark into a multi-use pedestrian bridge.

East Mississippi Community College (EMCC), GT Campus:

Project Manager. Driveway and Parking Lot Improvements.

Columbus AFB Medical Clinic Improvements, Columbus, MS:

Senior Project Manager. Neel-Schaffer provided design services for the ADA upgrades, life safety/homeland security upgrades, parking additions, and new utility provisions for added capacity

as part of a rehabilitation and improvement project at the medical clinic. Neel-Schaffer served as a subconsultant to HWA Architects.

Yokohama Tire plant, West Point, MS: Project manager for Neel-Schaffer, which provided construction management services, civil design and QA/QC for \$330 million first phase of construction project.

McIvor Creek Shooting Facility, Sardis, MS: Project Manager. Neel-Schaffer provided civil site design and structural design services for this \$2.8 million project at the Charles Ray Nix Wildlife Management Area. The project is a joint venture between the Mississippi Department of Wildlife, Fisheries, and Parks, and Winchester Ammunition. Amenities include a 15-station sporting clay range, two skeet ranges with a trap range, a five-stand range, a pistol range, two 100-yard and one 300-yard rifle ranges, and an archery range.

Industrial Park Clearing and Windrowing, Magnolia, MS:

Project Manager. Professional engineering services for the development of contract documents and construction phase services to clear trees and underbrush in designated areas and stockpile in windrows on site at the Pike County Industrial Park.

Lowndes County School District, Various Projects: Civil/Site Project Engineer with subconsultant JBHM Architects.

- » West Lowndes High School Athletic Complex Civil Site Design, LCSD
- » Caledonia Elementary School, Civil Site Design, LCSD
- » New Hope High School, Lowndes County School District
- » Career Tech Center, Lowndes County, Lowndes County Sewer District, EMCC University, EMCC

Columbus Middle School Site Grading Design, Intersection Improvements, Sanitary Sewer Design, Columbus Municipal School District (CMSD): Civil/ Site Project Engineer with Pryor-Morrow Architects for the Columbus Municipal School District.

Saunders Ramsey, PE

Registrations

Professional Engineer: Mississippi 19621

Education

Bachelor of Science, Civil Engineering, Mississippi State University, 2005

Masters of Science, Civil Engineering, University of Memphis, 2009



Professional History

Mr. Ramsey joined Neel-Schaffer in 2011 and serves as the Engineer Manager for Neel-Schaffer's office in Starkville, MS. His 14 years of experience include engineering design and project management in roadway, civil site, traffic, and sewer design. He has been involved in all aspects of projects, including schematic and conceptual development and final design, preparation of plans, specifications and contract documents, cost estimating, bidding, and construction administration.

Related Experience

Locksley Way Multi-Use Path, Starkville, MS: Project Manager and Design Engineer. Neel-Schaffer provided engineering design and construction engineering and inspection services for this project to build a one-mile long multi-use path extension that helps better connect City of Starkville residents with the Mississippi State University campus. Among the amenities is a two-way protected cycle track along Locksley way, a feature that is a first-of-its kind for the state of Mississippi.

Russell Street Improvements, Starkville, MS: Neel-Schaffer provided design and construction materials testing services for this project to improve the intersection of SR 12 and Russell Street/Stone Boulevard, at an entrance of the Mississippi State University campus.

Downtown Louisville (MS) Streetscape: Project Manager. Neel-Schaffer is providing engineering design services for improvements to three intersections in downtown Louisville - Main Street and Columbus Avenue, Main Street and Court Avenue, and Main Street and Church Avenue. The improvements will include curb extensions with a brick pattern that matches historical downtown sidewalks, planter boxes, and improved ADA accessibility.

Chadwick Walking Trail, Mississippi State University, Starkville, MS: Project Manager and Designer.

Neel-Schaffer was tasked with the design and construction administration of a one-mile walking track on campus. The track circles Chadwick Lake and passes by the school's athletic administration buildings and student recreation center.

Hardy Street Sidewalk, Mississippi State University, Starkville, MS: Project Manager and Designer.

Neel-Schaffer provided design and construction services for the construction of a new 6-foot wide sidewalk on the west side of Hardy Street on the MSU campus.

Lynn Lane Multi-Use Path, Starkville, MS: Project Manager and Designer. The City of Starkville contracted with Neel-Schaffer to provide design and construction engineering and inspection for a 2.5-mile, 10-foot wide multi-use path that connects a popular youth sports complex, McKee Park, with three schools and surrounding neighborhoods. The Lynn Lane path will travel east to Locksley Way. Future plans call for the path to be extended and connect pedestrians and cyclists to the campus of Mississippi State University, which is near Locksley Way.

South Entrance Road, Mississippi State University, Starkville, MS: Project Manager and Designer.

Neel-Schaffer was selected to provide right-of-way design services for an urban, four-lane boulevard with a 10-foot wide pedestrian/bicycle lane to serve as a new south entrance to the campus of Mississippi State University in Starkville.

MSU ADA Improvements Project, Starkville, MS: Project Manager. Project included a campus-wide university study outlining improvements to make the exterior of 10 buildings on the Mississippi State University campus in Starkville ADA-compliant. The improvements include curb, sidewalk and entrance ramps, handrails and sidewalk panel replacements.

Russ Bryan, ASLA

Registrations

Registered Landscape Architect No. 518
Mississippi State Board of Architecture,
Louisiana No.699, Alabama No.768, Texas No. 3064, South Carolina LAS 1361, Kentucky No. 966

Education

Bachelor of Landscape Architecture, Mississippi State University, 2002



Professional History

Mr. Bryan joined Neel-Schaffer in 2007 and has 17 years of experience in planning, design and construction projects for public and private clients.

His experience includes creation of detailed planting plans, irrigation plans, site plans, and design of public facilities such as streetscapes, parks, and athletic complexes. Mr. Bryan also has experience in the creation of plans for office parks, residential subdivisions, and detailed site analysis and assessment. These projects created spaces that are functional, attractive, compatible with the natural environment, and safe for all modes of transportation including bicycle, pedestrian, and vehicular. Mr. Bryan has also served as an advocate for cycling, hiking and blueways through his involvement with the Pine Belt Pathways and Piney Woods Chapter of the Land Trust for the Mississippi Coastal Plain.

Related Experience

Hernando (MS) Bicycle and Pedestrian Master Plan:

Project Manager. Led the team to create a citywide Bicycle and Pedestrian Master Plan. Previous studies and planning efforts were analyzed and documented within the plan. Community input was gathered through the formation of a Stakeholder Group. This input, along with a thorough investigation of the existing nodes of activity, opportunities, constraints and bicycle and pedestrian infrastructure, provided the inventory and analysis portion of the plan. A comprehensive bicycle and pedestrian network plan was developed with visual exhibits to provide graphical support. Phasing and budget plans were developed to provide a guide for the City's implementation of the plan.

City of Tuscaloosa (AL) Riverwalk Master Plan Update: Project Landscape Architect. Neel-Schaffer was contracted to update the approved 2003 Riverwalk Master Plan for approximately 13 miles of riverwalk/greenway along the Black Warrior River. The Riverwalk consists of a pedestrian/bicycle corridor that will parallel the Black Warrior River and connect the major features that are either existing and/or proposed in this Plan.

East Central Community College Master Plan:

Project Manager. Provided an update to the Campus Master Plan through creating a 5 year, 15 year and 25 year plan to address all campus needs including pedestrian and bicycling. The team conducted an inventory and analysis of existing campus features, input sessions from faculty and staff as well as stakeholder students and community members to identify future needs, and charrette to conceptually address needed improvements. The graphics and information were compiled into a document that was completed in Summer 2016.

Riverwalk Extension Master Plan, Columbus, MS: Provided field analysis, feasibility, property analysis and schematic design for pathway improvements for a 14 mile extension of the existing Columbus Riverwalk to the Columbus Air Force Base.

USM 31st Avenue Pedestrian Corridor, Hattiesburg,

MS: Provided design for a pedestrian corridor along 31st Avenue between Montague Boulevard and Pearl Street that accommodates walking, jogging, cycling and general gathering areas. This project will help provide for safe access onto and throughout the campus.

Campus Pedestrian & Bicycle Master Plan, University of

Southern Mississippi, Hattiesburg, MS: Created a master plan for the development of additional bicycle and pedestrian improvements throughout campus and within the adjacent land uses.

Henderson Point Park, Harrison County, MS: Created plans and specifications for the Henderson Point Park located on the east side of the Highway 90 bridge over the Bay of St. Louis. The park serves as a trailhead for bridge pathway users by providing parking, additional pathway, seating areas, pavilions, water frontage and landscape improvements.

Visitor Center and Lighthouse Park (Phases 1 and 2), Biloxi,

MS: Created landscape and irrigation plans and specifications for the Welcome Center and Lighthouse Park. The project includes a scenic walking path with signage, children's play area, two pervious paver parking areas, landscaping, lighting, and a pavilion with an unobstructed view of the Mississippi Sound and Biloxi Lighthouse.

Bert Kuyrkendal, PE, AICP

Registrations

Professional Engineer (MS,TN,NC,GA,AL)
Certified Planner (AICP)
LEED AP Neighborhood Development
CNU-A

Education

Bachelor of Science, Civil Engineering, Mississippi State University
Bachelor of Science, Mathematics, Belhaven University



Professional History

Mr. Kuyrkendal is the principal engineer and planner for Mōd Transportation Consulting, specializing in community transportation planning and implementation. He has over 20 years of experience in this field in both public and private sectors. In his capacity as City Transportation Engineer for Chattanooga, TN, and City Engineer for Hattiesburg, MS, he served as the primary agent for multiple city transportation plans, city-wide bicycle and pedestrian implementation plans, transportation standards, grant applications, and transportation project design and construction. He has served as a planning and engineering consultant to counties, cities/towns, and neighborhoods for dozens of transportation system, multimodal network, and complete street implementation projects.

As an engineer and planner, Mr. Kuyrkendal is able to bring a balanced approach to transportation planning and implementation. He has extensive experience in street and multimodal facility design, with a firm grasp on state and city/county design standards, including the ability to modify and draft new city transportation standards. He has shepherded many projects from concept design and public input, to estimating and budgeting, grant application, schematic and engineering design, bidding, construction oversight and maintenance.

Bert recently led presentations at the Mississippi/Alabama APA Conference in Huntsville, AL regarding strategies in bicycle/pedestrian planning and implementation in small cities and towns.

Related Experience

Jackson County (MS) Bicycle, Pedestrian and Trails Master Plan: Bicycle/pedestrian standards design lead, Schematic bike facility design lead, network recommendations peer review, public outreach support

Chattanooga (TN) Complete Street Implementation Plan:

Project lead for city-wide bicycle, pedestrian, greenway, ADA, and construction standards project

Broad Street Protected Bike Lanes, Chattanooga, TN:

City project lead for 0.6 mile protected bike lane project in downtown Chattanooga

Pine Belt Pathways Master Plan, Hattiesburg, MS: Project lead and designer for city-wide bicycle and pedestrian master plan

Tuscaloosa (AL) Transportation Standards: Project lead in drafting new comprehensive transportation standards for the City of Tuscaloosa

Manchester/Tullahoma (TN) Multimodal Corridor Plan:

As project engineer focused on creating safe multimodal crossings and planning bike/ped network

North Avenue and J.E. Lowery Complete Streets, Atlanta, GA:

Project engineer for conceptual and engineering design plans to convert streets to serve all transportation modes safely

Smart Growth for the Mississippi Gulf Coast Toolbox:

Developed concept framework and graphic model for DMR smart growth website promoting smart growth on the Gulf Coast (<http://smartgrowth.dmr.ms.gov/>)

Rail Transit Feasibility Study, Chattanooga, TN:

City project lead with focus on pedestrian and bicycle connections between neighborhoods, proposed transit stops, and priority destinations

Virginia Avenue Greenway, Chattanooga, TN:

City project lead overseeing planning, public input, design and construction of neighborhood greenway

Wartburg and Loretto (TN) Bike/Ped Plans:

Engineering analysis and schematic design for safe bike/ped crossings, construction estimates

Karen Mohammadi, PE, PTOE, AICP

Registrations

Professional Engineer: Alabama 35815, Indiana 19800130, Kentucky 18307, Virginia 402054230

Professional Traffic Operations Engineer American Institute of Certified Planners

Education

Master of Engineering, Civil Engineering, University of Louisville, 1990

Bachelor of Science, Civil Engineering, University of Louisville, 1986



Professional History

Ms. Mohammadi joined Neel-Schaffer in 2010 and serves as an Engineer Manager, specializing in traffic engineering and transportation planning.

Prior to joining Neel-Schaffer, Ms. Mohammadi worked for other consulting firms and for the Kentuckiana Regional Planning and Development Agency (KIPDA) in the MPO's Transportation Division, as well as for the U.S. Army Corps of Engineers. Her project experience includes transportation corridor studies, multimodal transportation studies, parking analyses, congestion management, safety/road audits, traffic signal engineering, access management, intelligent transportation systems and public involvement.

Related Experience

MOVE Louisville (KY): Project Manager. Led the efforts for this multimodal study, and oversaw the model development and project identification.

MULTIPLAN 2040: Planner. Served as a planner on this long range transportation plan for the state of Mississippi. The project included many modal elements, Karen's primary focus was on the transit plan.

KIPDA Regional Thoroughfare Plan, Louisville Urbanized Area, KY and IN: Local/Deputy Project Manager for area that included the counties of Jefferson, Oldham and Bullitt in Kentucky and Floyd and Clark in Indiana. The project scope included developing sub-area plans to will incorporate new access management and right-of-way preservation techniques, developing training programs to teach local agency staff members, elected officials, developers and consultants these techniques, and preparation of plan review manuals for each of the jurisdictions.

West Point (KY) Trail Plan: Project Planner. Provided planning support for a trail system for the West Point area that will connect with trail systems in Jefferson County (Metro Louisville), Hardin County and Meade County. The project also includes collaboration with National Parks Service, the Army Corps of Engineers and

Kentucky Adventure Tourism. The committee is working toward a trail that may become part of the John Muir trail.

Plano Road Land Use & Mobility Study, Warren County & Bowling Green, KY: Project Manager. This study determined a coordinated plan of transportation improvements and land-use policies to address impacts of residential and commercial growth in the Plano community upon the safety and mobility of Plano Road (KY 622), which functions as the community's "Main Street". The study included active engagement with citizens, stakeholders, and local officials to develop over a half dozen prioritized major transportation improvements, three future land-use scenarios, and a memorandum of understanding (MOU) among the State DOT, the Bowling Green MPO, the City and County Governments, and Joint City-County Planning & Zoning Commission for a 20-year horizon of steady growth along the Plano Road Corridor.

New Dixie Highway BRT Study, Louisville, KY: Project Manager. Responsible for evaluating the safety of specific areas along the corridor for pedestrian and transit traffic.

KYTC Statewide Planning Contract: Project manager on multiple projects as part of the Statewide Planning studies. These projects involved planning studies to determine the location of new highway corridors and/or to evaluate the feasibility of improvements to various highway facilities throughout the Commonwealth of Kentucky.

Henderson (TN) Bicycle and Pedestrian Plan: Quality Control. Responsible for reviews of the multimodal planning report document.

Celina Walks!, Celina, TN: Quality Control. Responsible for reviews of planning documents.

Clarksville (TN) MTP Transportation Plan and Travel Demand Model Update: Transportation Planner. This project will provide the scheduled update of the Metropolitan Transportation Plan for the Clarksville Urban Area.

Jeff Moore, AICP

Certifications

American Institute of Certified Planners: #018727
 Certified facilitator through the National Charrette Institute

Education

Bachelor of Science, Civil Engineering Technology, Western Kentucky University, 1985



Professional History

Mr. Moore joined Neel-Schaffer in 2016 after 31 years with the Kentucky Transportation Cabinet, Transportation Planning and Traffic Sections. While at the KYTC, he was involved at a variety of levels with Public Involvement, Environmental Justice, Community Impacts Assessments, Identification and Prioritization of Transportation Needs, Bicycle and Pedestrian Facility Planning, and Context Sensitive Solutions.

Mr. Moore's responsibilities have included Project Management of numerous corridor and community transportation studies within the region. In addition, he has been instrumental in prioritizing projects for both planning and implementation funding. He recently assisted with the Henderson, TN Bicycle and Pedestrian Plan and the project manager for Celina Walks! Multimodal Plan.

Related Experience

Celina Walks!, Celina, TN: Project manager for the development of a pedestrian and bicycle plan which was funded from a grant from the Tennessee Department of Health's "Access to Health through Healthy Built Environments" program. Mr. Moore led the effort including the local officials and stakeholder participation and public involvement that led to the identification and prioritization of 12 proposed improvement projects for the community and policy and program recommendations to support a more walkable and bikeable Celina.

Statewide Purpose and Need Training, Kentucky: Mr. Moore was requested by the Kentucky Transportation Cabinet to develop a workshop on Purpose and Need to teach state, city and MPO planners and engineers the best tools for developing statements that will guide project development. Mr. Moore recently led a similar workshop at the request of the National Association of Development Organizations (NADO) at their 2019 Regional Transportation Conference.

Plano Road Land Use & Mobility Study, Warren County & Bowling Green, KY: Deputy Project Manager. The purpose of this study was to determine a coordinated plan of transportation improvements and land use policies that will address the impacts of residential and commercial growth in the Plano community upon the safety and mobility of Plano Road (KY 622), which functions as the community's "Main Street". The study effort included active engagement with the citizens, stakeholders, and local officials to develop over a half dozen prioritized major

transportation improvements, three future land use scenarios, and a memorandum of understanding (MOU) among the State DOT, the Bowling Green MPO, the City and County Governments, and the Joint City-County Planning and Zoning Commission for a 20-year horizon of steady growth along the Plano Road Corridor.

Some of Mr. Moore's presentations and workshops include the following:

Bowling Green Tourist Attraction Wayfinding System, Bowling Green, KY: Project Designer & Manager, Initiated as a joint project in the mid 1990's between the Kentucky Transportation Cabinet-District 3 Office, the Bowling Green Area Convention & Visitors Bureau, and the City of Bowling Green and with the financial support of the participating attractions and the local governments, Mr. Moore designed the plan and managed the project delivery for a comprehensive wayfinding signage system for eight area tourist attractions along the transportation network within Bowling Green. Two decades later, Mr. Moore is currently managing the update of that original plan which now includes over 16 attractions and has downtown and suburban signage elements that include a total of nearly 100 sign placements in Bowling Green and its vicinity.

Cave Country Trails Plan and US Bike Route 23, Barren, Hart, Edmonson, Warren, Simpson Counties, KY: Project Planning Team Member/ Public Outreach Facilitator, Current Cave Country Trails Board Member. Mr. Moore's experience with Bowling Green's greenways network has been called upon in several smaller trails projects across Southcentral Kentucky and most recently in the development of the Cave Region Trails Plan that encompasses Barren, Edmonson, Hart, and Warren Counties and the development of the segment of US Bike Route 23 in southcentral Kentucky. His work with this project has been as a key facilitator for the public outreach meetings held across the four central counties involved in the development of a network of bike, hiking, equestrian, and blueways trails connecting the communities of the Mammoth Cave Region to the Mammoth Cave National Park, two state parks, various historic sites, and tourist activities. As an element of this plan, Mr. Moore has led the route development and wayfinding for the segment of the US Bike Route 23 which would run along state and county maintained roads from the Tennessee State Line in Simpson County, KY, to intersect with US Bike Route 76 (TransAmerica Bike Route) near Hodgenville, KY and the Abraham Lincoln Birthplace National Historic Site.

Ginger Hoke, PLA

Registrations

Professional Landscape Architect: Florida 0001416

Education

Master of Landscape Architecture, North Carolina State University, 1987

Bachelor of Science, Environmental Design, University of Massachusetts, 1983



Professional History

Ms. Hoke joined Neel-Schaffer in 2018 as a Senior Project Manager and has nearly 30 years of experience.

Ms. Hoke specializes in multimodal master planning, bicycle and pedestrian planning and design, trails, transit community visioning, project identification, funding and grant research and concept development. She provides a planning approach that is integrated with stakeholder and public outreach to develop buildable projects that will serve the public, increase safety and promote economic development.

Ms. Hoke has extensive experience with bicycle and pedestrian planning and design at both a regional and local level. She has reviewed over 60 schools to create comprehensive Safe Routes to School recommendations that included identification of needed facilities to fill gaps and create safer school access.

Ms. Hoke is recognized for her customized approach to each project. She works with stakeholders to develop concepts that meet multiple needs and uses project-specific strategies to communicate ideas and gain project support. Her recent work in Webster, FL, received the 2017 American Planning Association (APA) National Vernon Deines Merit Award for Outstanding Small Town Comprehensive Plan.

Ms. Hoke formerly owned and managed Hoke Design, Inc., providing trails, Safe Routes to School, and planning services for many Central Florida cities, counties, TPO/MPO agencies, and Regional Planning Councils.

Related Experience

City of Sanford (FL) MultiModal Connectivity Plan:

Project Manager for this DEO-funded project that included data collection for all modes of transportation, stakeholder coordination and conceptual design for stitching together community and regional assets through an interconnected transportation system to include the airport, SunRail, Lynx,

Uber/LYFT, the Coast-to-Coast Connector, the Lake Monroe Trail Loop, the Sanford Trolley, parking, golf carts and golf cart taxis, and a potential waterway connection via a water taxi system to connect to boat ramps along the St. Johns River. The project included a transportation relay event to encourage the public to try different forms of transportation. Parking availability and access was also included in the study.

Operational Analysis of the Lake County Public Transit

Function: Project Manager to evaluate efficiency and effectiveness of the LakeXpress transit fixed-route system and to recommend improvements, including the potential for expanding access and mobility through transportation network companies such as Uber/Lyft and using bikeshare options.

River-to-Sea TPO Bicycle and Pedestrian School Safety

Studies: Project Manager for 45 Bicycle and Pedestrian School Safety Studies in Volusia County. Studies included master plans with findings and recommendations, identification of priority projects and preliminary cost estimates.

City of Webster (FL) Master Plan (12/2015-6/2016): Project Manager for a City-wide Comprehensive Master Plan that included trails and sidewalks, bicycle facilities, streetscaping, equestrian facilities, and housing.

City of Webster (FL) South Sumter Connector Trail Economic Impact Analysis (2/2015-7/2015):

Project Manager for an Economic Impact Analysis for two proposed trail alignments under consideration for completing the South Sumter Connector Trail as part of the planned 250-mile Coast-to-Coast Trail.

City of Webster (FL) Economic Development Strategy Plan

(2/2015-7/2015): Project Manager for an Economic Development Strategy Plan to identify community assets, develop economic strategies and to promote partnerships, community design and a viable economy.

Austin Lovitt, ASLA

Registrations

Registered Landscape Architect: Mississippi No 0658

Education

Bachelor of Landscape Architecture, Mississippi State University, 2010



Professional History

Mr. Lovitt joined Neel-Schaffer in 2012 and has nearly 10 years of experience in landscape architecture, site planning, urban development, landscape and irrigation plans, master planning, streetscape improvements, 3D Modeling, recreation, local code and ordinances, and other related work.

He also has experience in writing grant application packets to assist clients in receiving infrastructure funding for future development.

Mr. Lovitt serves as Chairman of the Historic Hattiesburg Downtown Association Design Committee and is involved in many other civic groups such as Keep Hattiesburg Beautiful, and the USM Construction Engineering Technology Industry Advisory Council. He is proficient in programs such as Auto CAD, Sketchup, Photoshop and Lumion.

Related Experience

Bicycle Improvements, Pearl River Community College, Poplarville, MS: Managed and designed the plans and specifications for a bicycle route through the Poplarville Campus. This project was funded by a Blue Cross Blue Shield Wellness Grant, and was awarded to PRCC to improve the bicycle infrastructure on campus. The project included establishing new curb ramps and pedestrian crossings, 8' concrete bike paths, bike route signage, and the installation of "sharrows" to improve safety for bicyclists.

University of Southern Mississippi (USM), Bicycle and Pedestrian Master Plan, Hattiesburg, MS: Created a master plan for the development of additional bicycle and pedestrian improvements throughout campus and within the adjacent land uses. The process has included documentation of input from various members of the campus community, review of prior related planning documents, conceptual design of bicycle and pedestrian improvements, a phasing plan and cost estimates.

USM Bicycle and Pedestrian Master Plan, Gulf Park Campus, Long Beach MS: Created a Master Plan including cost estimates and 3D-Modeling for the development of bicycle and pedestrian infrastructure on the Gulf Park Campus. This process included organizing and leading stakeholder meetings to receive ideas from the public, and the spatial development of a bike and pedestrian network to connect all current and future areas of campus. Other deliverables included bike and pedestrian design standards, pedestrian plaza areas and phasing plans.

Gordon's Creek Phase 1, Hattiesburg MS: Created Landscape plans and specs for this project. Coordinated the installation of an Iron pedestrian entrance archway, a bridge across the creek, and landscape plantings. Gordon's Creek Park is a proposed linear park following the path of Gordon's Creek as it flows through Hattiesburg. The overall park concept meanders nearly three miles from Kamper Park to Chain Park. It will connect many of Hattiesburg's wonderful public amenities along the way. The Gordon's Creek Park concept consists of nine different phases but only Phase 1 has been installed. Phase 1 consists of a 8-foot wide concrete path along the creek, locations for public art, a boardwalk over the creek, lighting, benches, bicycle racks, entry signage, and landscape improvements. I was involved in all of these matters.

Downtown Improvements Action Plan, Hattiesburg, MS: Designed and created a catalog of potential improvement projects for Downtown Hattiesburg. Created and led a "wayfinding committee", which consisted of members of the public, business owners, and government officials. The action plan provides conceptual designs, estimated costs, construction plans, and proposed graphics for projects selected by the City of Hattiesburg. It is intended to serve as a guide for future downtown improvements, and to assist the City of Hattiesburg with budgeting for future growth. Proposed improvements include signage and wayfinding, pedestrian kiosks, benches, trash receptacles, removable bollards, and string lighting.

Maria Scheitz, AICP

Certifications

American Institute of Certified Planners No. 28668

Education

Master of Community Planning, University of Cincinnati, 2012

Bachelor of Science, Sociology, University of Louisville, 2006



Professional History

Ms. Scheitz joined Neel-Schaffer in 2014 and has 13 years of experience.

Prior to joining Neel-Schaffer, she worked for Louisville Metro Planning and Design and the Boone County Planning Commission. She is an experienced land use and multimodal planner with extensive GIS mapping skills. As a former employee for Louisville Metro planning and design, she has intimate knowledge of Planning processes. She has a strong understanding of the regulatory environment affecting land use and policy.

Ms. Scheitz utilizes her training in sociology and urban planning to augment the transportation planning process. She uses spatial demography to map data and analyze trends and a comprehensive understanding of land use planning to provide insight into best practices and develop implementable solutions.

Related Experience

Henderson (TN) Bike & Pedestrian Plan: Led the field inventory and mapping efforts, include surveying locations and conditions of existing bike/ped facilities including sidewalks, bike routes, pedestrian signals, crosswalks, grade-separated pedestrian structures, etc. Information was collected using the Juno T41 GPS and ESRI ArcPad. Data was used to develop GIS mapping for communicating needs with the public, and local and state officials. This ADA compliance assessment provided a first look at bike and pedestrian critical needs in the community.

Dothan (AL) ADA Self Evaluation & Transition Plan Data

Collection: Neel-Schaffer was tasked with study development, data collection, and developing the City's final ADA transition plan based on findings. The team collected sidewalks and curb ramps inventory and compiled and mapped data. The process also included public involvement meetings, implementation strategies, and writing and presenting the final transition plan to the City Commission.

Tuscaloosa (AL) ADA Self-Evaluation and Transition Plan:

GIS/Planner. Prepared an ADA Transition Plan, in phases. The Team is developing the framework of the plan and inventorying pedestrian facilities within the public roadway rights-of-ways.

Inventories of other public spaces will be accomplished in future phases. The initial plan focuses on the existing sidewalk system located within the public right-of-way. Neel-Schaffer created a City-wide inventory of all City- maintained sidewalks for the City of Tuscaloosa. Neel-Schaffer worked with the City to develop a prioritized schedule to upgrade non-compliant existing facilities to minimum ADA standards over a period of time.

New Dixie Highway, Louisville, KY: Project included designing complete streets, Bus Rapid Transit, and Intelligent Transportation elements for the Transforming Dixie Highway TIGER grant. Mined public governmental databases to create graphical representations of social and developmental trends to inform planning processes. Gathered and mapped multimodal data on existing conditions for use in online mapping interface.

Celina Walks!, Celina, TN: Project Planner. Responsible for creating maps and exhibits for outreach and report development.

City of Forest Hills (TN) GIS Services: Neel-Schaffer has been contracted to provide an up to date MapBook of property within Forest Hills, a community that consists of more than 10,000 parcels. As part of its ongoing GIS services, Neel-Schaffer will incorporate digital orthophotography provided by the Metro Government of Nashville and Davidson County, along with corresponding vector data for the following coverages: property lines; lot lines; streams; buildings; surface water; centerlines; edge of pavement; contour lines; spot elevation; recreation; subdivisions; corporate boundaries; planned urban developments (PUDS); and zoning.

Congestion Management Plan, Montgomery (AL) MPO: Project included collecting and analyzing travel times and crash data to assess current congestion areas throughout the roadway system, setting goals and performance measures to reduce congestion, and identifying future projects to accomplish these goals.

Greenhills (OH) Bicycle and Pedestrian Plan: Worked with community to develop vision and goals. Managed research and design subgroups through the strategic planning process to create a successful plan. Responsibilities included gathering input and running public meetings, coordination of planning efforts, and drafting recommendations for the study area.

Taylor Marcantel, AICP



Certifications

American Institute of Certified Planners

Education

Master of Urban and Regional Planning, Transportation Planning and Land Use/Urban Design,
University of New Orleans, 2012

Bachelor of Arts, Geography, Louisiana State University, 2009

Professional History

Mr. Marcantel joined Neel-Schaffer in 2014 and has seven years of experience, primarily in the areas of metropolitan transportation planning, bicycle and pedestrian planning, and transit planning.

Prior to joining the firm, he worked for approximately two years as a transportation planner for the City of Gastonia/Gaston-Cleveland-Lincoln Metropolitan Planning Organization in the Charlotte, NC, region.

He also worked for the University of New Orleans Transportation Institute in New Orleans as a research assistant focusing on bicycle and pedestrian planning and research.

From these positions, Mr. Marcantel has gained skills in bicycle and pedestrian planning, transit planning, metropolitan transportation planning, Geographic Information Systems (GIS), and public participation and outreach.

Related Experience

2045 Mississippi Unified Long-Range Transportation

Infrastructure Plan (MULTIPLAN): Mr. Marcantel assisted in the development of the three Metropolitan Transportation Plans (Jackson, Gulf Coast, and Hattiesburg). His major tasks were forecasting growth, conducting the multimodal needs analysis, project prioritization, and public engagement. This planning effort is the first plan update that will incorporate performance-based planning requirements.

2040 Mississippi Unified Long-Range Transportation

Infrastructure Plan (MULTIPLAN): Mr. Marcantel assisted in the development of the three Metropolitan Transportation Plans (Jackson, Gulf Coast, and Hattiesburg). His major tasks were forecasting growth, conducting the multimodal needs analysis, project prioritization, and public engagement. This planning effort marked a departure from previous efforts by placing greater emphasis on all transportation options, especially transit, bicycle, pedestrian, and freight modes.

Dothan (AL) Metropolitan Area Transportation Plan Update:

As planner, Mr. Marcantel's tasks included multi-modal facility inventory, public and stakeholder input, existing conditions

analysis, demand analysis, forecast demographic data, prioritization of projects, and forecasting of future funding anticipated being available to the MPO and report development.

Lake County Transit (FL) Comprehensive Operations Analysis:

As a Planner, Mr. Marcantel collected and analyzed detailed ridership and performance data for Lake County's fixed route and paratransit services. He was also responsible for recommending route changes that would improve overall efficiency and expand service as called for in the agency's Transit Development Plan.

New Orleans Regional Transit Authority (LA) Strategic

Mobility Plan: As Project Manager and Planner, Mr. Marcantel was responsible for assisting the agency in establishing a new vision for the future and developing strategies and a detailed action plan to make that vision a reality. The plan was the first of its kind for the agency and included a robust public and stakeholder engagement process and detailed analysis of trends, best practices, high-capacity transit corridors, and impacts of the proposed service improvements.

Baton Rouge (LA) 2042 Metropolitan Transportation Plan

(MOVE 2042): As a Planner, Mr. Marcantel assisted the MPO in conducting public and stakeholder engagement and forecasting growth using scenario planning tools. He was responsible for developing the award-winning public engagement approach that employed state-of-the-art techniques, both high-tech and low-tech, to reach over 4,000 people – far exceeding previous MPO plans.

Gastonia (NC) Comprehensive Pedestrian Plan: As a Planner and Project Manager, Mr. Marcantel oversaw the development of a detailed pedestrian plan and public outreach process that identified short and long-range projects and recommended changes to City policies and design standards, including redesigning typical roadway cross-sections and updating land use regulations. The City has since funded and constructed many of the identified projects and has been recognized by NCDOT for its rapid implementation of the plan.

Section 4: Experience with Similar Projects



Bringing Ideas to Life



Hernando Bicycle & Pedestrian Master Plan

In the Fall of 2018, the City of Hernando (MS) began the process of creating a City-wide Bicycle and Pedestrian Master Plan. The completed plan serves as a document that represents the City of Hernando's commitment to provide **safe and affordable mobility**, as well as **promoting active lifestyles for its residents and visitors**.

The plan identified ways to expand current bicycle and pedestrian infrastructure and to make the City more navigable. The plan successfully achieves this goal through the provision of several key components. Previous studies and planning efforts were analyzed and documented within the plan. Community input was gathered through the formation of a Stakeholder Group.

This input, along with a thorough investigation of the existing nodes of activity, opportunities, constraints and bicycle and pedestrian infrastructure, provided the inventory and analysis portion of the plan. A comprehensive bicycle and pedestrian network plan was developed with visual exhibits to provide graphical support.

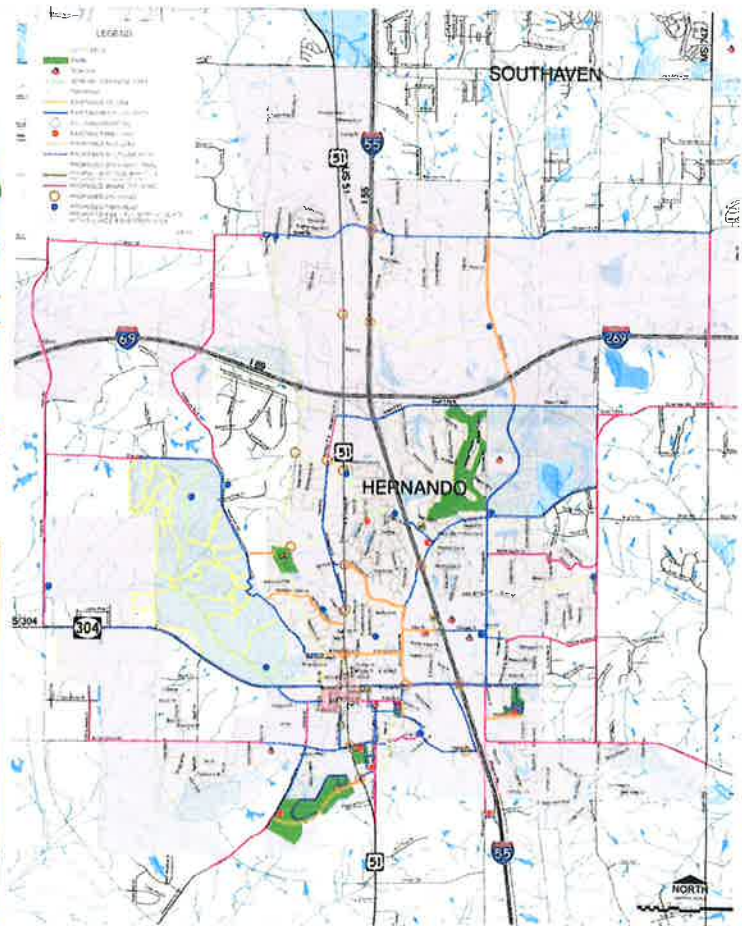
Phasing and budget plans were developed to provide a guide for the City's implementation of the plan.

RELEVANCE TO THIS PROJECT

- ☑ Identify Project Goals and Objectives
- ☑ Identify Existing Deficiencies and Future Needs
- ☑ Evaluate and Prioritize Capital Improvement Needs
- ☑ Develop Bicycle and Pedestrian Design Guide
- ☑ Develop Funding Strategies
- ☑ Public Input and Public Outreach
- ☑ Prepare Final Plan Report and Presentation



GREENWAY - CANOPY WALK SECTION
NOT TO SCALE



Henderson (TN) Pedestrian and Bicycle Plan

In 2019, the City of Henderson selected Neel-Schaffer to assist in developing a City-wide Pedestrian and Bicycle Plan, utilizing the 2017-2018 Community Transportation Planning Grant (CTPG) program funds. The plan's purpose was to inventory and assess the current bicycle and pedestrian facilities along State Routes and connecting local roadways throughout the City and to identify deficiencies and opportunities for improvement to better accommodate alternative travel modes within the City. The ultimate vision for this planning process was to create a **prioritized, implementable and fiscally responsible plan which supports safe and inviting opportunities for walking and cycling** in Henderson.

An inventory of the existing facilities, including a planning level assessment of Americans with Disabilities Act (ADA) compliance issues as well as other condition factors, was compiled. The existing pedestrian network is concentrated along Main Street and the dense grid network of roadways near the central business district

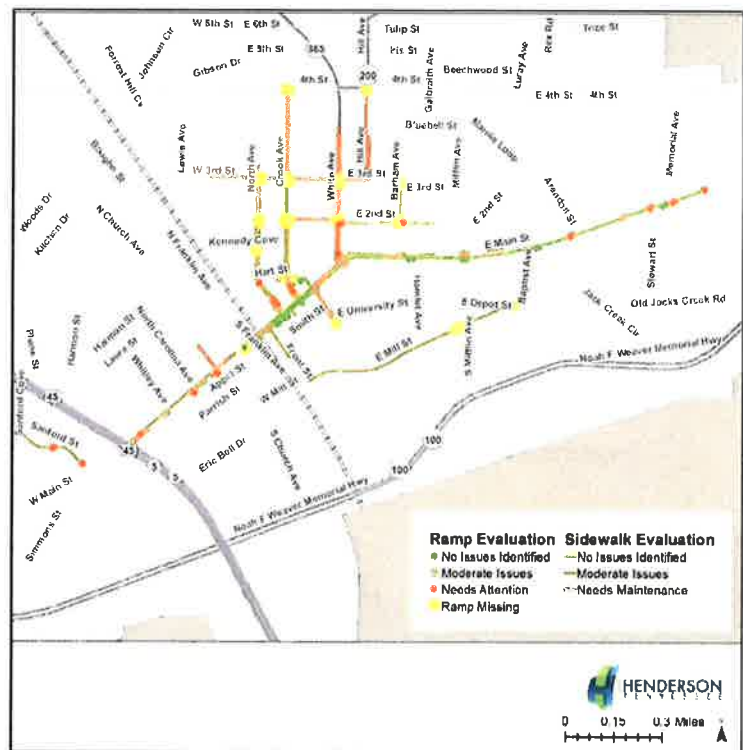
A review of existing regulations including development codes and ordinances and a review of existing plans was undertaken to identify where regulations are not harmonized with the goals of promoting alternative travel means and recommend potential revisions.

Data concerning traffic volumes, pedestrian and cyclist safety, pedestrian and cyclist origins and destinations, and locations of vulnerable populations in the community was documented and used to inform the analysis and recommendations process.

An **analysis of the existing bicycle and pedestrian network to identify gaps and possible extensions of the network was completed.** A preliminary environmental review was conducted to identify concerns and possible barriers to project completion within the project area. As part of the public involvement process, stakeholders and residents were invited to public meetings where they participated in visioning and prioritization exercises and residents were encouraged to take an online survey. Through the process, eight possible pedestrian/bicycle improvement projects and seven policies and procedures updates were identified.

RELEVANCE TO THIS PROJECT

- ☑ Identify Project Goals and Objectives
- ☑ Identify Existing Deficiencies and Future Needs
- ☑ Evaluate and Prioritize Capital Improvement Needs
- ☑ Develop Bicycle and Pedestrian Design Guide
- ☑ Develop Funding Strategies
- ☑ Public Input and Public Outreach
- ☑ Prepare Final Plan Report and Presentation



Bicycle and Pedestrian Master Plan, USM Campuses

Neel-Schaffer was selected to provide planning and conceptual design services for the development of a Bicycle and Pedestrian Master Plan for the University of Southern Mississippi Gulf Park Campus in Long Beach in 2017, the main campus in Hattiesburg in 2012, and an update to the Hattiesburg Main Campus Plan in 2017.

The plan consisted of four major components, beginning with the evaluation of prior planning documents such as the Campus Master Facilities Plan, Hattiesburg Midtown Master Plan (redevelopment plan for an adjacent land use), Pine Belt Pathways Progress Report (regional report on the need for more pedestrian and bicycle infrastructure), previous Bicycle and Pedestrian Master Plan (completed in 1999 and almost fully implemented) and the Campus Traffic Plan. **An intense inventory and analysis of pedestrian and bicycle infrastructure** on campus was the next component. A photographic inventory of campus was created, and input was gathered during meetings with the campus bicycle and pedestrian committee, which included students, faculty, and other key stakeholders from the campus community. Neel-Schaffer used the vital information gathered and analyzed from the first two components to develop the overall design of bicycle and pedestrian improvements on campus. These improvements were developed into an overall plan, larger district plans and support graphics. These components were then incorporated into a draft document format with support text. The final task was to present the draft document and provide any revisions necessary.

The final document provides a comprehensive roadmap for future development of bicycle and pedestrian infrastructure on campus. It provides the basis for a campus that **is designed for the safety, experience and convenience of a cyclist or pedestrian and provides for stronger connections to adjacent land uses and pedestrian infrastructure.**

RELEVANCE TO THIS PROJECT

- ☑ Identify Project Goals and Objectives
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Mobile County (AL) Bicentennial Bicycle and Pedestrian Plan

The Mobile County Bicentennial Bicycle and Pedestrian Plan was prepared for the South Alabama Regional Planning Commission (which serves as staff to the Metropolitan Planning Commission) and addressed existing and proposed bicycle and pedestrian facilities within Mobile County, AL. Neel-Schaffer along with SARPC staff, met numerous times with the Mobile Bicycle and Pedestrian Advisory Committee. Public information meetings and public hearings were also held during the planning process. Draft reports were presented for review and comment by the SARPC staff, governmental officials and the public.

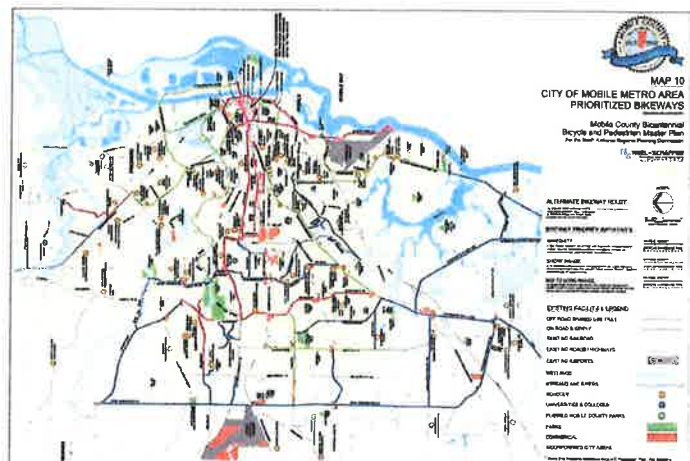
Public input played an active role in the identification of bicycling and pedestrian needs.

The intent was to create public awareness relative to goals, objectives, and process, as well as publicize the public participation opportunities and activities available throughout the planning process.

The Plan was developed through the collection of pertinent data related to bicycling and pedestrian activity; an assessment of existing conditions and opportunities for bicycle and pedestrian facilities; citizen input through a survey distributed to citizens and through public meetings; review and comment obtained from the Bicycle and Pedestrian Advisory Committee, local bicycle clubs/organizations, and input and coordination from the various governments within Mobile County. This plan indicated the need for a bicycle/pedestrian path along Three Mile Creek.

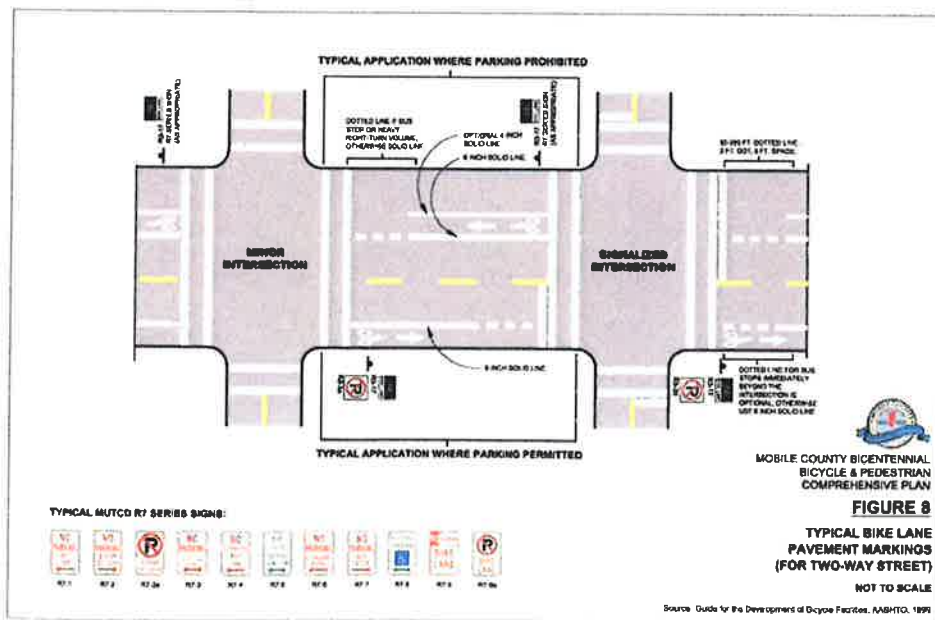
RELEVANCE TO THIS PROJECT

- ☒ Identify Project Goals and Objectives
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Prioritized Bikeways

Intersection Designs



Tuscaloosa (AL) Riverwalk Master Plan Update

Neel-Schaffer was contracted to update the approved 2003 Tuscaloosa Riverwalk Master Plan to connect the major features that are either existing and/ or proposed in this Plan. The Riverwalk is located on the north and south sides of the Black Warrior River. The Master Plan will be updated to denote the phases of the Riverwalk that have been constructed on the south side of the Black Warrior River since the approval of the 2003 Master Plan. The update includes an executive summary of the study and findings, **detailed field analysis of the corridor, stakeholder meetings and public input sessions** along with coordination meetings with the City and the Consultant Design Team.

RELEVANCE TO THIS PROJECT

- ☑ Identify Project Goals and Objectives
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Columbus (MS) Riverwalk Master Plan

Neel-Schaffer designed a master plan and provided engineering planning and design services for the Columbus Riverwalk, an example of how a public/private partnership can create a facility to benefit the entire community. Main Street Columbus, a non-profit public/private partnership, began planning the park in 1999. Since its conception, several other public entities have contributed to its success, including MDOT, the Mississippi Department of Wildlife, Fisheries, and Parks, Lowndes County, the Columbus-Lowndes Convention and Visitors Bureau, Columbus Light and Water, and the United States Army Corps of Engineers.

The original masterplan conceptualized a connection between downtown Columbus and the Columbus Lock and Dam, a trail of 4.8 miles. But due to funding restrictions, only 1.4 miles was initially constructed in 2005. Today, the Riverwalk has been extended to a 2.2-mile concrete walking/biking path on the banks of the Tennessee-Tombigbee River. This original master plan calls for incremental extensions to the Riverwalk trail that will cover the additional miles when completed, but due to the popularity of the trail, the original masterplan was updated in 2016 to extend another 12 miles, which will connect to the Columbus Air Force Base and several area parks.

In addition to planning and designing the existing 2.4-mile stretch, Neel-Schaffer **assisted the City of Columbus in obtaining funding for each project through MDOT in the form of an enhancement grant** through TEA-21. The City and Lowndes County also helped with funding, contributing hundreds of thousands each. Neel-Schaffer has also helped **secure numerous private landowner's property**, and the USACE provided a long-term lease that made the project economically feasible. In addition, several outdoor recreation grants from MWF&P have aided the incremental expansion from the original project.

Since the Riverwalk was built, the City and County have built upon its success, adding three separate yet adjoining outdoor amenities aimed at connecting the community and improving the quality of life for the residents. The improvements include:

- A \$5 million soccer complex that ties into the Farmer's Market, is within walking distance of downtown Columbus, and is now connected to the Riverwalk via a 1,050-foot long, 10-foot wide concrete and wooden trail.
- A \$2.3 million rehabilitation project that converted an "eyesore," the Old Tombigbee River Bridge, into a pedestrian/bicycle trail and special events pavilion. Connected to the Riverwalk, the pavilion has been the site of many special events since it opened three years ago.
- A \$5 million, 3,500-seat amphitheater was built near the renovated Tombigbee River Bridge. It, too, is connected to the Riverwalk.

RELEVANCE TO THIS PROJECT

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Jackson County (MS) US 90 Multi-Use Path Study

Neel-Schaffer was contracted by Jackson County to conduct a study to **evaluate the feasibility** of building an 8.5-mile, 10-foot wide **multi-use path within the existing right-of-way** on US 90. Neel-Schaffer was also tasked with identifying a conceptual alignment for the proposed path and soliciting public input on the design from the affected communities.

The proposed path would run on both sides of US 90 and would be added when the now four-lane highway is widened to six lanes. It would connect to an existing path at Gautier City Hall and extend west some 8.5 miles to Bechtel Boulevard in Ocean Springs.

The proposed multi-use path would have the potential to **connect to many of the existing community destinations**, providing for a recreational opportunity to allow walking or cycling to many adjacent parks, schools or public buildings and property. Adjacent community attractions include State Trust Land, Twelve Oaks, Greyhound Stadium, Gulf Islands National Seashore, Vietnam Veterans Memorial Pathway, Oceans Springs Civic Center, Ocean Springs Middle School, Ocean Springs Sports Complex, Gautier City Hall, and the Gautier Multi-Use Path.

In addition to evaluating the proposed project area, Neel-Schaffer made presentations in October 2016 to the Jackson County Board of Supervisors, to the Gautier Mayor and City Council, and to the Ocean Springs Mayor and Board of Alderman. Neel-Schaffer then helped facilitate public meetings in November 2016 at the Gautier Community Center and the Ocean Springs Civic Center.

Input from those meetings was included in the Neel-Schaffer summary, which was delivered to the Jackson County Board of Supervisors in March 2017. The proposed cost is estimated between \$7.3 million and \$8.3 million.

The study determined that existing US 90 is not a safe place for pedestrians or bicyclists to travel due to the high speeds and high traffic volumes and lack of a dedicated space for cyclists or pedestrians. Adding a bicycle lane directly adjacent to the roadway is likely to attract experienced and confident cyclists but not attract casual and less-confident riders. However, providing a multi-use path separated from the high-speed, high-volume roadway is anticipated to attract a much larger percentage of the public and **appeal to the casual and less-confident riders as well as the experienced cyclists.**

The project is currently awaiting funding.

RELEVANCE TO THIS PROJECT

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Gulf Coast 2045 Metropolitan Transportation Plan and Transit Development Plan

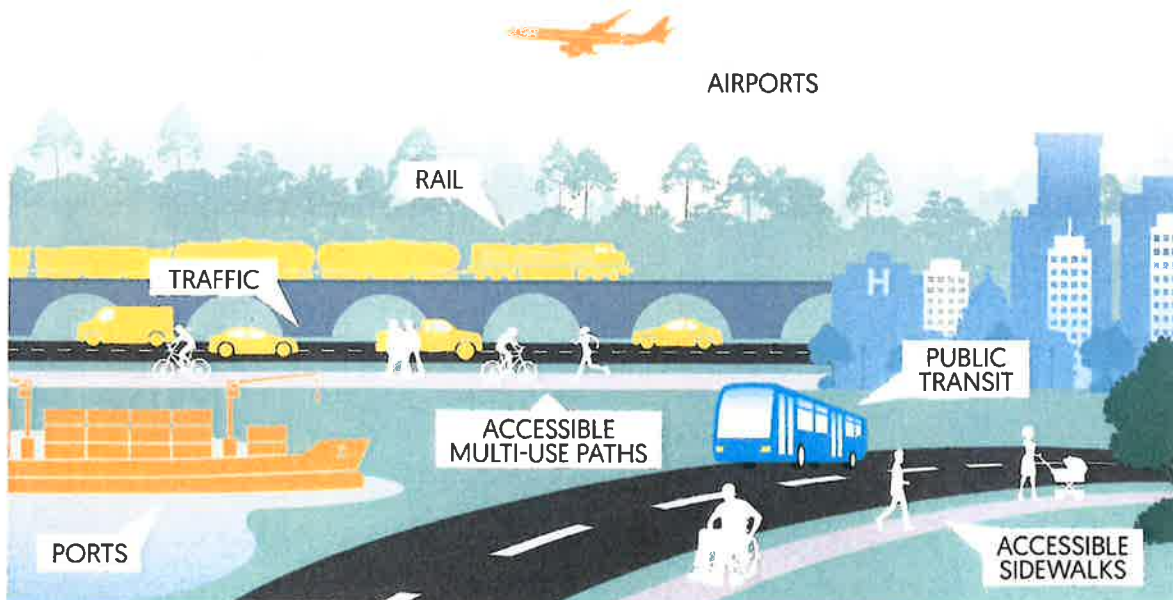
Neel-Schaffer is currently updating the Gulf Coast region's Metropolitan Transportation Plan and Transit Development Plan. Both of these plans are part of the larger MULTIPLAN project, in which the Mississippi Department of Transportation (MDOT) and Metropolitan Planning Organizations in the state work together to update their long-range transportation plans.

The Metropolitan Transportation Plan for the Gulf Regional Planning Commission will serve as the region's fiscally constrained, strategic roadmap for improving transportation over the next 25 years. Its recommendations are the result of robust public and stakeholder engagement and careful technical analysis. Recommendations cover all modes, including bicyclists and pedestrians. **For bicyclists and pedestrians, Neel-Schaffer is identifying high demand and safety concern areas, conducting targeted user counts, and identifying high priority projects and actions at the regional level.**

The Transit Development Plan for the Coast Transit Authority provides a deeper dive into the current performance and future needs for public transportation in the region and specifically for the region's primary transit provider. Like the Metropolitan Transportation Plan, it is a strategic, forward-looking plan that provides realistic recommendations in the face of a rapidly changing transportation environment.

RELEVANCE TO THIS PROJECT

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Celina Walks! Pedestrian and Bicycle Plan, Celina, TN

Neel-Schaffer was selected to prepare a pedestrian and bicycle plan for the City of Celina. The project was funded through the Tennessee Department of Health's **Access to Health through Healthy Built Environments Grant**.

Elements of the project included purpose & need development, team and stakeholder meetings, visioning session, identifying existing conditions/conducting needs assessment, review of policies and procedures, and document preparation.

The study will provide recommendations regarding needed improvements to routes (either along roadways or on separate paths) and facilities that would facilitate bicycle/pedestrian travel throughout the study area. Recommendations include items such as **upgrades and improvements to existing pedestrian/bicycle facilities, new pedestrian/bicycle facilities, improved connectivity**, operational (e.g. signage, crosswalks, parking improvements to accommodate pedestrian/bicycle travel, etc.) and street furniture and landscaping additions.

Guidance is being prepared that will provide steps that City officials can make to move forward with more in-depth study and implementation of project recommendations, including recommendations for improvements that can be quickly implemented.

RELEVANCE TO THIS PROJECT

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Savannah (TN) Corridor Study

The Savannah study was a locally initiated study evaluating transportation deficiencies in the southern portion of the County. It incorporated not only roadway improvements but also needed changes in the City's land-use planning and access management guidelines to support growth and proposed changes. It also included prioritization with local officials of over two dozen projects developed in the study area and a **memorandum of understanding to support implementation of projects and programs.**

Neel-Schaffer completed the study to identify strategies to improve transportation operations within the study area for vehicular traffic, pedestrians, bicyclists and freight movement. The plan included near-term improvements and longer-term improvements through corridor and land-use planning components. The project also included prioritizing proposed improvements with City, County and state officials.

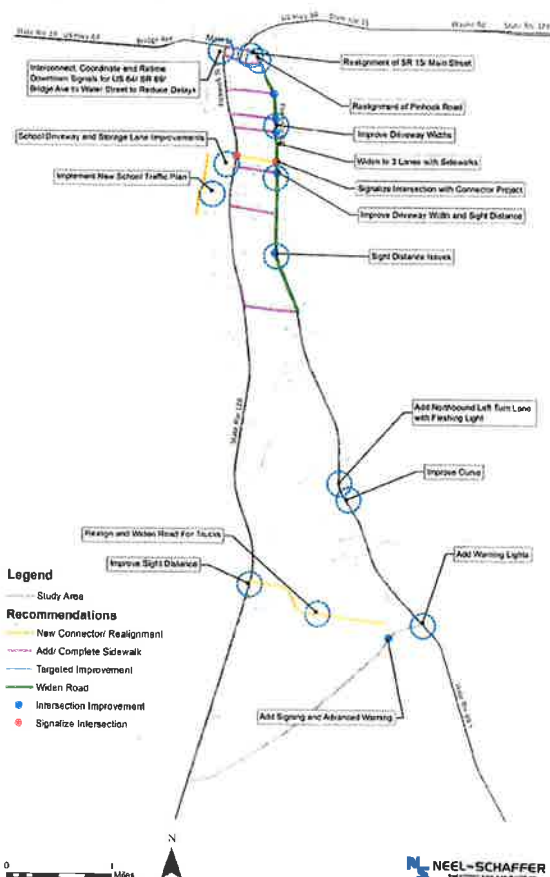
An outreach activity with officials was used as part of a public presentation. We also developed a Memorandum of Understanding for the City regarding acceptance of the plan and support of projects and programs outlined in the final study document.

RELEVANCE TO THIS PROJECT

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Proposed Improvements- DRAFT



COMMENT FORM SAVANNAH SR69/120

Please fill out this form and return it to the project manager at the address below. We appreciate your comments.

1. What do you think about the corridor?

☐ I like it. I like the corridor.

☐ I don't like it. I don't like the corridor.

☐ I don't know what I think about it.

☐ I don't know what I think about it.

2. How often do you travel through the corridor?

☐ I travel through the corridor often.

☐ I travel through the corridor sometimes.

☐ I travel through the corridor rarely.

☐ I don't travel through the corridor.

3. What do you think about the corridor's safety?

☐ I think it is safe.

☐ I think it is not safe.

☐ I don't know.

4. Please check off all the following factors that you think are important to the corridor's safety (check all that apply).

☐ Roadway Condition ☐ Safety Features ☐ Pedestrian Safety ☐ Number of Lanes

☐ Traffic Volume ☐ Intersection Design ☐ Other

5. Is there anything else that you would like to share with us about the corridor or any other transportation issues that you think are important to the corridor's safety?

 Name
 Address
 City, State, Zip
 Phone

Please send this form to the project manager at the address below. We appreciate your comments.

NEEL-SCHAFFER
 2021 1000 W. 10th
 Starkville, MS 39362

Sanford Multimodal Connectivity Study

Neel-Schaffer assisted the City of Sanford in preparing a grant application under the Florida Department of Economic Opportunity that helped fund a Multimodal Connectivity Study.

Selected for award out of over 100 applications, the grant supported a multimodal master plan of the Sanford waterfront and downtown areas that reviewed transit, bike/ped/trails, golf carts, parking, trolley, SunRail and blueway connectivity.

The Neel-Schaffer team brought concepts to life by holding a transportation relay to introduce the public to different modes of transportation. Branded by Neel-Schaffer as "Get in the Sanford Mode," the event included connected rides on a regional bus system, the downtown trolley, a walk down the alley transformed by art, a ride on a pedal-driven Limocycle, and a golf cart taxi ride.

Concepts from the project generated numerous local televised news stories, newspaper articles and a podcast. Projects identified through this plan are continuing to be developed and funded.

The Multimodal Connectivity Plan helped develop a coordinated transportation system that links Sanford's historic downtown with the scenic Lake Monroe Waterfront, by exploring opportunities that unite those assets with the additional nature-focused attractions across the lake.

To accomplish that goal, the Multimodal Connectivity Plan analyzed existing modes of transportation in Sanford, with respect to current destinations and planned development and infrastructure for the City, to identify network gaps and uncover potential for unifying the community through transit

RELEVANCE TO THIS PROJECT

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(Continued on next page)



CITY OF SANFORD **MULTIMODAL CONNECTIVITY PLAN**

Sanford Multimodal Connectivity Study | 2

connections, projects and ideas. In this way, the Plan generated a comprehensive transportation vision for a community connected through a regional waterway, trail and transit network.

Concepts identified in the Multimodal Connectivity Plan included:

- Creating a Waterway Transportation Hub with a water taxi system, scenic boat tours, and recreational boating
- Encouraging alternative transportation travel by developing an outer beltway for Trolleys, Golf Carts and Bicycles
- Creating wayfinding signage and using on-street pavement markings as a unique expression of directions to visitors
- Expanding partnerships with downtown merchants to include alleyways for events and art



Greenway and Bikeway Master Plan, Pigeon Forge, TN

This project included a **master plan for greenways, bike lanes and routes, and safe pedestrian crossings to support walking and biking** throughout the city for users of all ages and abilities. As senior engineer and planner with another firm, Mōd planners directed this effort including phase 2 implementation elements such as unpaved trail layout, greenway schematic design, and regional bike route designation.



RELEVANCE TO THIS PROJECT

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New Albany (MS) Comprehensive Plan

Mōd provided transportation planning support to another firm for the New Albany Next Master Plan. Services provided included **inventory of existing sidewalks and bicycle facilities, analysis of traffic patterns, field review of existing conditions, and planning charrette support**, resulting in a comprehensive network plan for new sidewalks, greenways, bike lanes, new street connections, and blueway access points.



RELEVANCE TO THIS PROJECT

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Greenway Corridor Study, Knox County, TN

Over 50 miles of greenways were proposed in this countywide system planning project, with routing and **prioritization based on transportation and recreation connectivity, engineering feasibility, and health and economic benefits**. As lead project engineer for another firm, Mōd's lead planner developed the design process plan, coordinated field review, and organized and led the planning/design charrette to determine optimal greenway routes.



RELEVANCE TO THIS PROJECT

- ☑ Identify Project Goals and Objectives
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Section 5: Sustainability

Neel-Schaffer approaches all of our projects with a look to future needs, city maintenance, resource, and manpower requirements, and what opportunities each project presents to achieve City goals and constraints. Our engineers and planners take special care and pride in ensuring that each project truly serves the communities in which our employees live, work, and play. Special consideration is given during the design and construction of each project to the Triple Bottom Line framework of social, environmental, and financial responsibility. This means applying sustainable design principles that don't just focus on any one aspect of the Triple Bottom Line, but instead look at the overall picture:

- Will this project be environmentally-friendly, now and in the future?
- Will this project have a positive impact on the local economy?
- Will this project improve the quality of life for the community?

We also look to technology to see if existing services can be improved with the use of new technology such as sensors and web-based communications. As we review potential for sustainable "green" applications, we review the client's existing infrastructure, goals, and priorities to identify these opportunities. For this project, we will evaluate use of the following materials and techniques:



Opportunity	Benefit	Future Environ. Benefit?	Economic Benefit?	Quality of Life Benefit?
Recommend crushed, recycled concrete sourced locally for any base materials needed, if possible	Reduces greenhouse gas emissions and waste	X		
Explore increasing sidewalk width to create multi-use pathways	Increase bicycle users, reduce travel trips and greenhouse gas emissions, trails attract green businesses and residents and promote business	X	X	X
Look for canopy tree funding to add new trees	Lower temperatures, provide shade, and increase sidewalk appearance and year-round usability	X	X	X
Plant more trees for a reduction in carbon footprint and to increase pedestrian traffic	Reduces emphasis on automobiles, car trips, car lines and pollution from waiting cars	X		X
Use local and native plant materials in landscaping	Reduces water demand, reduces shipping and greenhouse gas emissions	X	X	
Evaluate existing lighting to be sure sidewalks are lighted to accommodate users that may walk in the dark and provide LED fixtures for new and existing lighting	Requires less energy	X	X	X
Utilize solar powered flashers	Requires less energy	X	X	
Utilize bioswales for treatment of runoff	improves water quality, visually pleasing	X		X

Opportunity	Benefit	Future Environ. Benefit?	Economic Benefit?	Quality of Life Benefit?
Install conduit during construction to run fiber in the future and lower costs of running fiber	Reduces construction impacts and resources	X	X	X
Construction and use reclaimed water for irrigation	Reduces construction impacts and resources, conserves water	X	X	X
Specify city standard flashers, inlet grates, and other equipment for bulk purchasing	Reduces cost and repair time if standard equipment can be warehoused	X	X	
Utilize water-based pavement paint for markers	Less toxic, less costly, and more durable than thermoplastic	X	X	
Construct during summer when there is less traffic	Reduces idling and greenhouse gas emissions and possibly less impact on businesses	X	X	X
Encourage and educate students on benefits of walking to school in public involvement program	Increased users, increased health and quality of life	X	X	X

Our approach will be to review and discuss with City staff to identify key sustainable concepts for further investigation on this project. Neel-Schaffer will review the City's land use, design and construction standards to evaluate additional opportunities for product substitutions or best practices.



Section 6: Project Approach

The Neel-Schaffer team has the experience and passion to provide the City of Starkville with a Bicycle and Pedestrian Plan that will push the area to reach its regional goals of being a livable, sustainable and prosperous community. Our plan development approach will center upon scalable activity areas for walking and biking. Given the geographic breadth of the area, the diversity of land uses, the spread of existing and planned destinations, and challenging and beautiful topography, the process and the plan will need to be targeted to be purposeful and achievable.

The Neel-Schaffer-led team will approach the planning process for the Starkville Bicycle and Pedestrian Master Plan through task-based strategy, with four primary categories:

- Project Management
- Community Engagement
- Project Kickoff, Existing Conditions Analysis & Needs Assessment
- Plan Development

Project management and community engagement activities will run continuously through the project; these components will ensure the final deliverable meets the desires of the City of Starkville (City) staff and elected officials, and the neighborhoods, user groups, and park advocates that will be served by the future bicycle and pedestrian improvements.



Previous Public Meeting

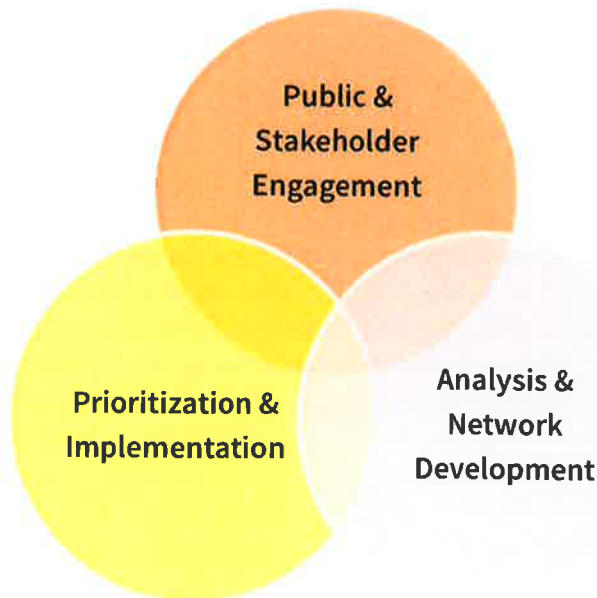
Project Management

Project Manager Russ Bryan, ASLA, and Client Liaison Saunders Ramsey, PE, will ensure that the project is moving at the pace and schedule that the City desires and that the communication flow and protocol is clearly established.

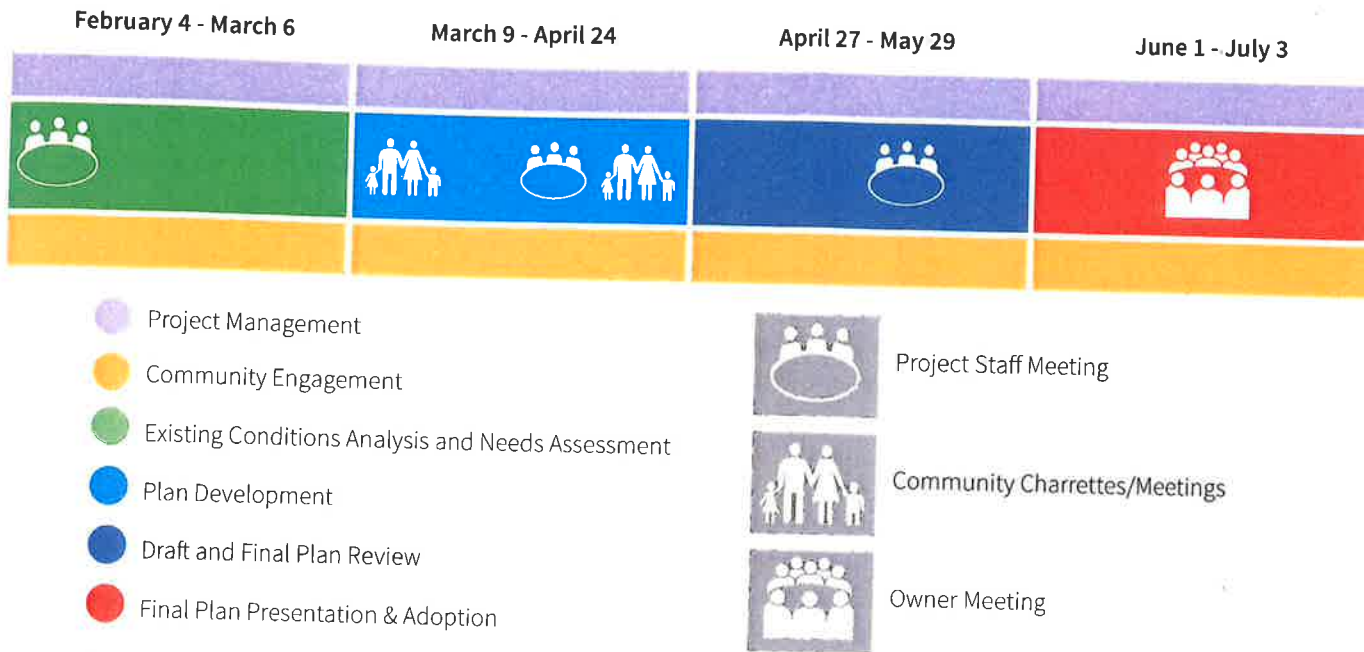
We have included the remainder of our core project team to address important aspects such as environmental and energy efficiency, transportation and safety, and public involvement. Additionally, to keep the project on track, it is important to develop a schedule of project coordination calls and in-person meetings at the outset of the project.

Project management activities will run continuously during the project, ensuring that the different parts of the planning process are coordinated and work together to seamlessly deliver a high quality, innovative bike and pedestrian plan that addresses life cycle cost, environmental and energy efficiency, and neighborhood access and connectivity to the City's eight parks, particularly those neighborhoods in under served areas that are in need of equity investments.

The Neel-Schaffer team understands your schedule and has developed a plan to provide you with a living, breathing master plan in a timely manner. Our schedule assumes a project kickoff date of February 3, 2020, and anticipates a final report delivered to the City by July 3, 2020. The diagram below illustrates the components of the schedule and the flow of work:



City of Starkville Bicycle and Pedestrian Plan Project Schedule



Project Kickoff, Existing Conditions Analysis and Needs Assessment

The initial project kickoff meeting brings the essential key players to the table, giving the project life and sustainability. This helps give the project the right traction and momentum to move forward. The intent of the meeting is to ensure that the project purpose, need and goals are established.

Additionally, our team would like to use the early project meetings to establish a project identity or tag line to help promote public outreach and branding. Such project identity helps a project both in attracting involvement and to giving the project life after completion of the plan.

From the project kickoff, the Neel-Schaffer team will move quickly to an analysis of the existing conditions and needs of the community in terms of bicyclists and pedestrians. This endeavor includes a review of all relevant previous plans and studies. Neel-Schaffer is currently working on

the City's Long Range Transportation Plan and careful coordination will occur.

Neel-Schaffer is also very familiar with the City's parks system, having been involved with the Park and Recreation Master Plan and our current involvement with the development of Cornerstone Park.

The important strategies and data in planning documents for Mississippi State University will also be closely reviewed.

The existing conditions analysis, coupled with the document and data review and new field reconnaissance, will form the basis of a new baseline conditions white paper. This analysis will include an updated facility inventory, a safety and hot spot analysis, and an outlook on existing and future demand and identification of programmatic and facility gaps/connectivity breakdowns in the bike and pedestrian system.

Neel-Schaffer will provide a draft public involvement and outreach plan to the City for review. The draft plan will include a public engagement strategy that is targeted to the unique aspects of the Starkville community. The project team has a full understanding of the importance of community engagement in the planning process, and its important role in the development and delivery of implementable master planning projects. Our engagement processes are targeted to meet the transportation needs and desired quality of life outcomes of the affected citizens and stakeholders, particularly those in underserved areas of the City.

We anticipate that the City will appoint an Advisory or Steering Committee that will stay with the project from start to finish. Neel-Schaffer will work with the City to develop a schedule of meetings and craft agendas to keep the advisory/steering committee informed.

We are prepared to support the City by developing an engagement strategy that allows the public to inform the process with both their concerns/issues and their ideas about routes, connections, phases and programs. We will conduct two targeted workshops with stakeholders at both the close of the existing conditions analysis and at the close of the plan development. In addition, we will conduct informal informational/strategy sessions with key stakeholders.

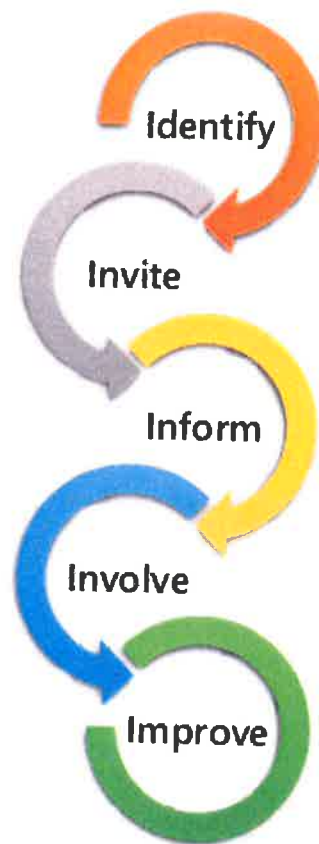
Our approach to all engagement tools will incorporate the following Five "I's" of Public Involvement:

1. **Identify the community and stakeholders who should be involved in the plan development and prioritization process.** The City is a large area and diverse in a variety of ways. To gain a true appreciation of that diversity, our team will get to know the key stakeholders and seek to understand their individual needs, whether as residents or visitors, as transportation dependent or choice users.
2. **Invite the community and stakeholders to participate in the planning process at key points in the plan development.** Once the targeted audience has been identified for each outreach effort, whether for the

entire area or for individual neighborhoods or districts, our team is equipped to get the message out to that audience that "you are invited to participate..." in a variety of traditional as well as innovative formats. All of the formats of invitation will be branded with the project identity throughout the project's development and delivery. Traditional invitations include postcards, fliers, and press releases.

3. **Inform the community and stakeholders about the planning process, their roles in the process, and the process outcomes.** We will support the necessary "story-telling" to convey the project purpose and need, desired outcomes, and project timeline and milestones. This narrative must be succinct and easily understandable to communicate across the diversity of the affected communities and stakeholders. The understanding of the project's purpose will provide the community the confidence to express their questions, issues and preferences. We are prepared to collaborate with the City on the development of that "story" and its distribution across traditional and social media platforms, neighborhood groups and other interested parties.

4. **Involve the community and stakeholders in effective activities that provide meaningful input for the decision-making.** Once the community has been activated by the outreach of the previous steps, our team will support the City in the development of targeted workshops with stakeholders for the project, as well as other informational/strategy sessions with key stakeholders. This early effort will aid in more effective community involvement. A Public Involvement Summary will be compiled at the conclusion of each of the workshops and presented to the Project Team. Our firm has a variety of interactive methods for capturing that input, such as tactile activities both within the meetings or on-line for 24/7 access. One of the innovative tools that our team will bring to the study effort is ESRI Story Maps. Our team will compile existing conditions data and previous



plan information with appropriate narratives into a Story Map platform. Story Maps include multi-level functionality and visualization for up-to-date project developments to keep project stakeholders, and community members better-informed of the planning efforts and progress. Story Maps are an effective tool that brings a graphically-based, interactive instrument to communicate the many different aspects of project alternatives. Story Maps are both a means to communicate during the project planning process and an excellent method of reporting the final recommendations.

5. Improve the community engagement process as the project proceeds and learn from the activities in the previous steps. Effective involvement of the public and impacted stakeholders is critical to the success of this project and our firm will monitor the performance of the activities to ensure that the maximum level of participation is achieved which reflects the diversity of the affected communities.

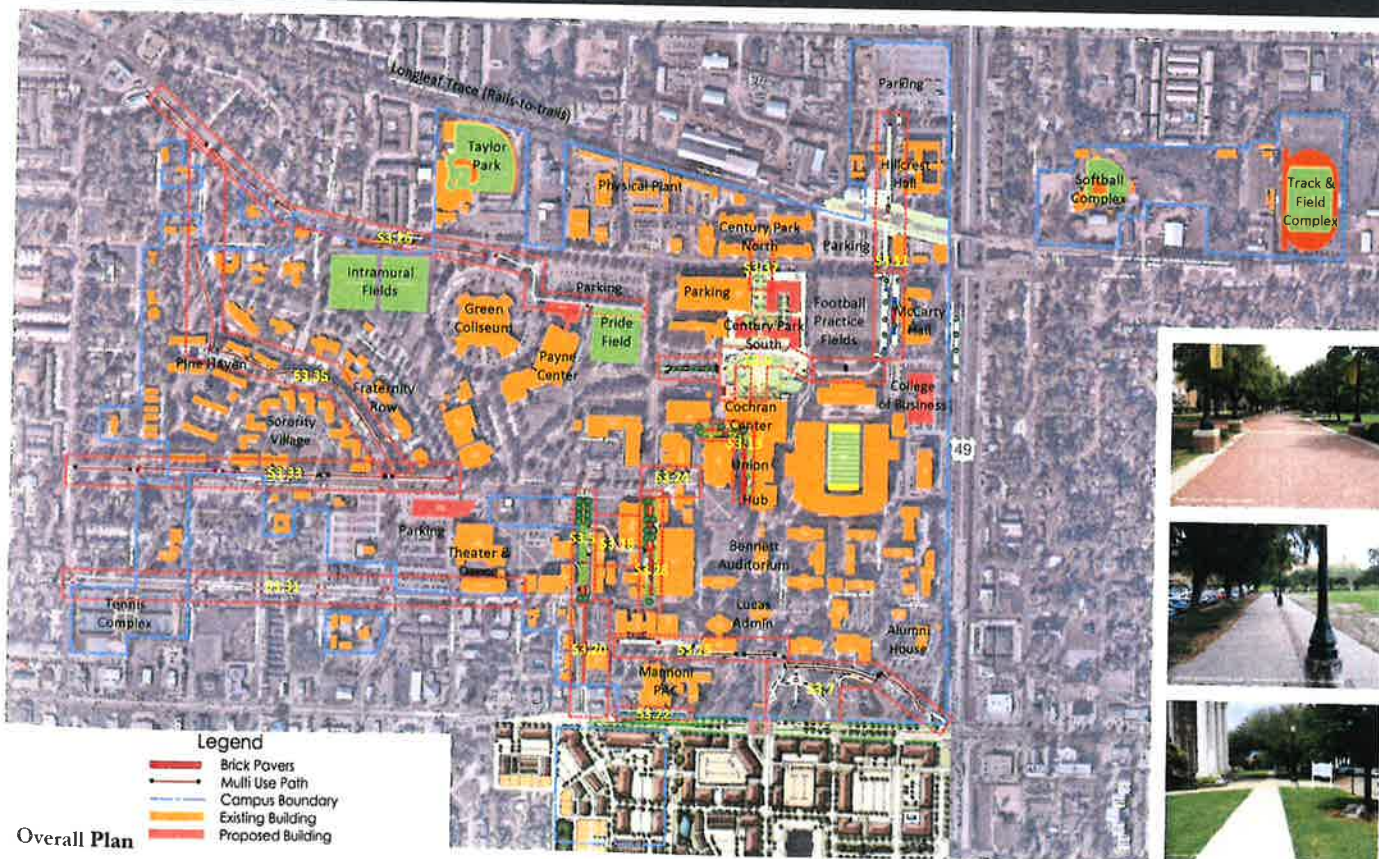
We believe that engaging stakeholders and the

public early and continuously in the planning, development, and delivery process for a project is critical to understanding stakeholder needs, conveying project information, and allowing for effective decision-making. Our public involvement process will gain valuable input into the overall planning process through respectful interactions, meaningful presentations and exercises, clear channels of communication, and honest dialogue.

Bicycle and Pedestrian Plan/ Connectivity Master Plan

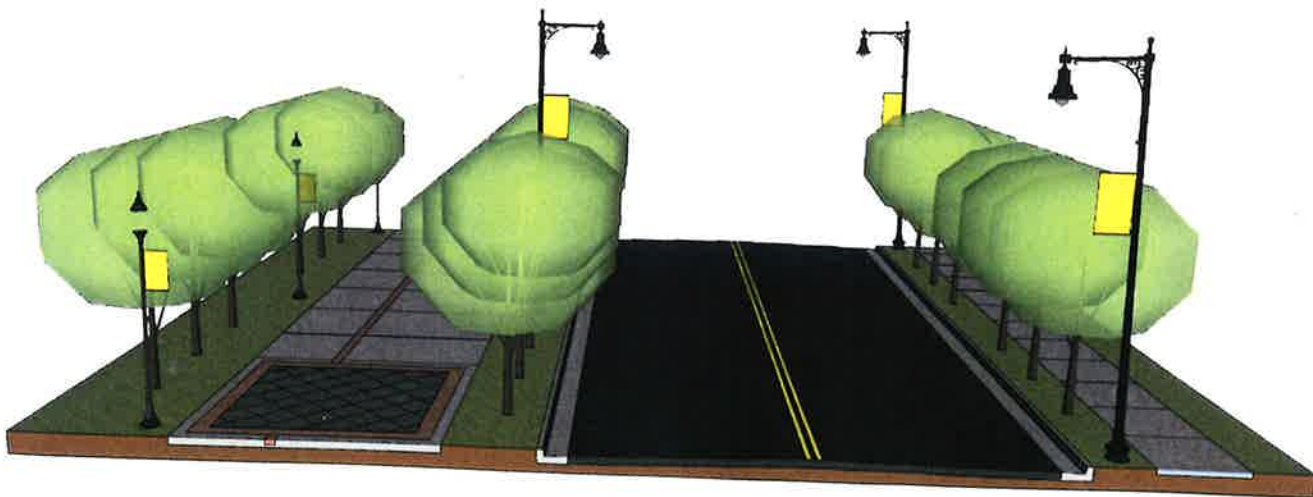
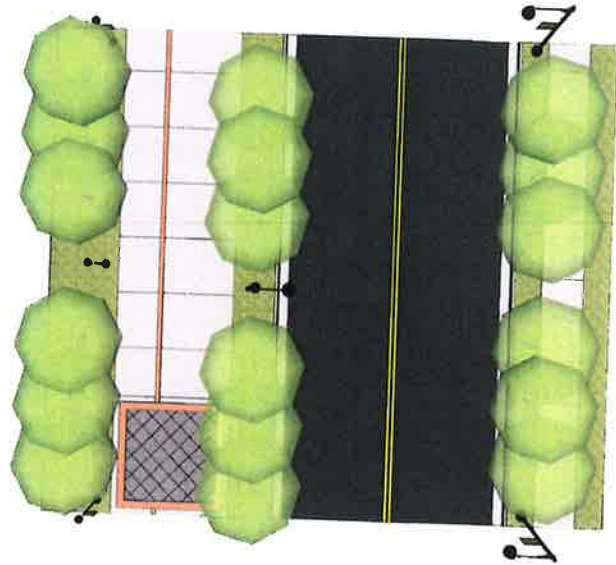
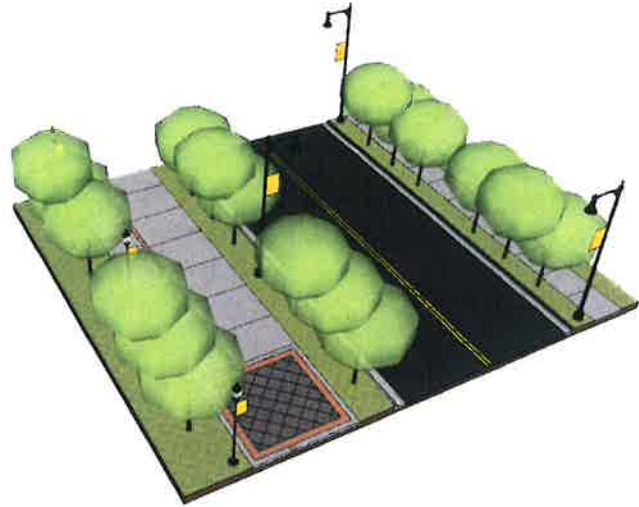
Our plan development approach will center upon access and connections from underserved areas to parks or existing bicycle and pedestrian infrastructure, with the intent for 10-minute walks to at least one park from any part of the City. Given the geographic breadth of the planning area, the diversity of land uses, the range of parks and other existing and planned destinations, and the challenging and varied constraints, the process and the plan will need to be targeted to be purposeful and achievable.

USM Bicycle and Pedestrian Plan - Overall Master Plan View



The goal of the production of scalable activity areas for walking and biking is twofold – to produce a high-level **connectivity master plan** to parks and **to make equity investments in underserved parts of the City**. In the process of doing so, we plan to also generate a set of project recommendations, educational/program/advocacy opportunities, and policy recommendations that address and form future development. The prioritized capital project recommendations will fall into categories such as sidewalk connections, bike lanes, multi-use paths, side paths, greenways, bike boulevards, traffic calming improvements, quiet streets, mountain biking and hiking trails, and paved shoulders. Additionally, the project recommendations will address amenities, such as bike parking. The programmatic elements of the plan will address educational and promotional programs that will target **bicycle and pedestrian safety** and increasing walking and biking **through events**, such as open streets. Policy recommendations will likely address elements such as complete streets ordinances, development standards and review processes that address the creation of pedestrian friendly street frontage, as well as the promotion of pedestrian-oriented development and bicycle-oriented developments.

The final task will be the development of the final project prioritization methodology, a prioritized implementation strategy, and the identification of policies and funding strategies as appropriate.



Section 7: References

Neel-Schaffer References

City of Hattiesburg, MS

Ann Jones, Chief Administrative Officer
200 Forrest Street
Hattiesburg, MS 39401
Phone: 601.545.4503
Email: annjones@hattiesburgms.com
<http://www.hattiesburgms.com>

University of Southern Mississippi

Dr. Chris Crenshaw, Associate Vice President for
Facilities Planning & Management - Physical Plant
118 College Drive #5058
Hattiesburg, MS 39406
Phone: 601-266-4414
Email: christopher.crenshaw@usm.edu
<https://www.usm.edu>

City of Hernando, MS

Gia Matheny, Community Development Director
475 West Commerce Street,
Hernando, MS 38632
Phone: 662-429-9092
Email: gmatheny@cityofhernando.org
<http://www.cityofhernando.org/home>

Mōd References

Billye Jean Stroud

Director of Community Development and Main Street
135 East Bankhead Street
New Albany, MS 38652
Phone: 662-534-3438 (office) 662-317-0405 (cell)
Email: billyejeanstroud@newalbanymainstreet.com
www.newalbanymainstreet.com
www.visitnewalbany.com



Section 8: Familiarity with the Starkville Area

Neel-Schaffer is Mississippi's largest homegrown engineering firm. We have been in business since 1983 and plan to serve our many Magnolia State clients for years to come. Headquartered in Jackson, we have had a presence in the Golden Triangle since the early 1990s and now operate an office in Starkville, led by Starkville native and Mississippi State graduate Saunders Ramsey, PE.

Our firm has enjoyed a great relationship with Mississippi State and the City of Starkville for many years. Saunders is a member of the Starkville Rotary Club, and he serves on the Board of the Greater Starkville Development Partnership, where he interacts regularly with leaders from MSU and the City.

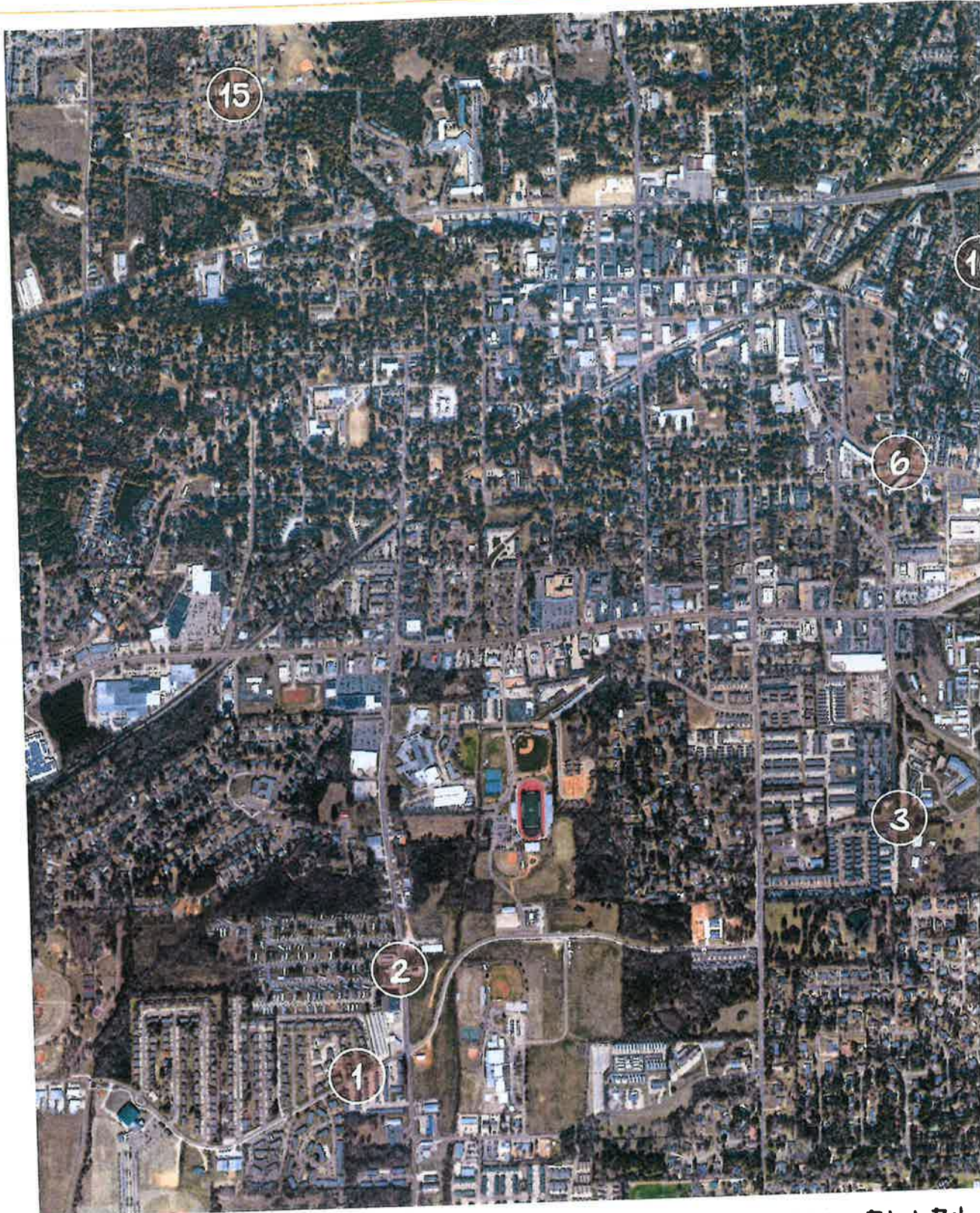
Saunders and our company leaders have a great understanding of the relationship between Starkville residents and the campus community, and we are in business to serve both. Hibbett Neel and Gorman Schaffer founded their company on the premise of performing outstanding engineering services that help improve the quality of life for communities and cities in which our employees live and work. Nowhere is that relationship more visible than Starkville, where a Mississippi State graduate now serves the community he was raised in, and has chosen to make his home and build a career in.

Among the projects Neel-Schaffer has completed under Saunders' leadership are the Chadwick Lake Walking Trail, Lee Boulevard Sidewalk Improvements, South Entrance Road, Russell Street Improvement project, and Locksley Way Two-Way Cycle Track, the first in Mississippi.

We are dedicated to providing quality service to MSU and we work hard each day to nurture the partnership forged years ago between our firm and the University.



Presence in Starkville



1. Lynn Lane Multi-Use Path
2. Louisville Street Multi-Use Path
3. Locksley Way and Blackjack Road
4. Hail State Blvd Multi-Use Path
5. Hardy Street Sidewalk
6. Russell Street Improvements

7. Stone Blvd Bike Paving)
8. George Perry Bi
9. Bully Blvd Bike Paving)
10. Allen Hall AD



4. Westside Drive Sidewalk Improvements
 5. College View Drive Sidewalk Improvements
 7. MSU Paving
 8. MSU Paving
 9. MSU Paving
 10. MSU Paving
 11. MSU Paving
 12. MSU Paving
 13. MSU Paving
 14. MSU Paving
 15. MSU Paving
 16. MSU Paving

11. Hand Lab ADA Sidewalk and Entrance
12. McCool Hall Sidewalk
13. Lee Blvd Sidewalk
14. Chadwick Lake Walking Trail
15. Westside Drive Sidewalk Improvements
16. College View Drive Sidewalk Improvements

Section 9: Resources

We believe our past projects shown provide a testament to the commitment and priority that Neel-Schaffer places in providing service to clients and communities across Tennessee. Our qualifications are bolstered by the technical breadth of our staff.

For the Starkville Bicycle and Pedestrian Plan, Neel-Schaffer has assembled a highly qualified team of planners, design professionals and support staff. The personnel identified in this proposal are available and have the capacity to meet the proposed schedule in our Project Approach for tasks required under this contract.

Personnel have been identified in this proposal as shown in the organizational chart and resumes. Each has experience in not only their area of expertise but also in managing projects. In addition to the personnel identified, Neel-Schaffer has the capability to bring in additional expertise as needed from our other offices not only in Mississippi, but throughout the southeast to ensure that we can deliver a completed plan according to your schedule.



Section 10: Fee Structure

Neel-Schaffer agrees that the grant funding available for this project is adequate in order to reach the planned goals. Since over 80% of Neel-Schaffer's workload is for governmental agencies, our billing rates and methods are very public, transparent, and flexible. This project would be no different as we would offer our lowest hourly

rate possible and agree not-to-exceed the available grant budget.....all while accomplishing the planning goals. And should alternate billing methods be requested, we are happy to try and accommodate any billing requests necessary.

HISTORIC
STARKVILLE
MISSISSIPPI'S COLLEGE TOWN

PROPOSAL TO PROVIDE DESIGN
PROFESSIONAL SERVICES FOR

BICYCLE / PEDESTRIAN MASTER PLAN

CITY OF STARKVILLE,
MISSISSIPPI

December 9, 2019

**Whether traveling on
two wheels or two feet,
we help communities
stay active and
sustainable.**



This page: Mystic River Reservation Trail | Somerville, MA

Front cover: Quequechan River Rail Trail | Fall River, MA



What's Inside

Cover Letter / General Information

Personnel

Similar Projects

Approach

References

Familiarity with Starkville

Statement of Availability





Stantec Consulting Services Inc.
229 Peachtree Street NE, Suite 1900
Atlanta, Georgia
30303-1629
770.493.0450

December 9, 2019

Gerry Logan,
Executive Director
Parks and Recreation
405 Lynn Lane Starkville, MS 39759

RE: RFP for Bicycle/Pedestrian Master Plan, City of Starkville, MS

Dear Mr. Logan,

A pedestrian network is a living, breathing entity.

We often brush aside all paths, sidewalks, and trails as having the same function or comparing them by their beauty, functionality, or destination. The reality is that every pedestrian thoroughfare in any community has its own character, history, and use. These elements are dynamic always changing as is its story.

Stantec understands the importance pedestrian mobility has on a community. As a people we move around and want to be connected to one another. This may come in many forms, but ultimately connecting people to one another, to their needs, and to an overall public system champions economic growth and community vitality. As Starkville continues to draw people to its downtown, the demand for safe alternative mobility will grow for both residents and visitors and as a distinct environment of safe and connected public networks.

The City of Starkville should be commended for envisioning the expansion of pedestrian and bicycle facilities and networks. Stantec's team of engineers, landscape architects, urban designers, and planners are committed to investing our time and effort into making this potential into a reality. Large network planning exercises are complex projects, and we have developed a team that has the experience and the availability to implement the plan. There are several key strategies which we think distinguish our team:

1. **Pedestrian Safety/Accessibility.** The interface between buildings, street, and pedestrian are critically important. Our concept development will include the necessary safe connections that provide for an accessible corridor.
2. **Social Interaction/Social Nodes.** We consider routes that encourage social interaction by integrating site amenities, landscaping, local art, and public spaces. Interesting shaded and seating areas encourage people to linger longer therefore enhancing the corridor.
3. **Placemaking.** One of the most important defining features of a community is what people perceive when they enter a city through a main corridor. Our team provides Starkville unique design experience to create gateway enhancements including integrated landscaping, monuments, signage and wayfinding, and social community spaces.
4. **Constructability.** We will focus on conceptualizing an engineering solution that can be built within the given time constraints of this project. We are sensitive to downtown activities, heritage tourism, and economic conditions and will work to mitigate construction impacts.
5. **Connectivity.** Stantec will encourage the key connections that define communities and draw places closer together using multiple mobility opportunities.

We are a passionate team who loves to work in historic communities. We thank you for the opportunity to create a relationship with Starkville and help you implement this visionary project.

Sincerely,

John E. McKee PE, PS

Senior Principal
Direct: 601-354-0696
john.mckee@stantec.com
Stantec
200 North Congress Street Suite 600
Jackson MS 39201-1917

General Information

2

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B
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Y

ABOUT US

The Stantec offices in Jackson, Mississippi and Atlanta, Georgia will work in conjunction on this project. John McKee in the Jackson office will be the main point of contact. The Atlanta office is 61 persons strong, while there are 16 of us in the Jackson, Mississippi office.



Quequechan River Rail Trail | Fall River, MA

FACT SHEET

COMPANY NAME

Stantec Consulting Services, Inc.

COMPANY HEADQUARTERS ADDRESS

400-10220 103 Avenue NW
Edmonton, Alberta, Canada. T5J 0K4

CONTACT INFORMATION

John McKee, PE, PS
Senior Principal
t: 601.354.0696
e: john.mckee@stantec.com

LOCAL OFFICE ADDRESSES

Jackson, Mississippi Office
200 North Congress Street, Suite 600
Jackson, Mississippi
39201-1917

Atlanta, Georgia Office
229 Peachtree Street NE, Suite 1900
Atlanta, Georgia
30303-1629

FORM OF OWNERSHIP

100% owned by Mustang Acquisition
Holdings Inc.

STATE OF INCORPORATION

New York

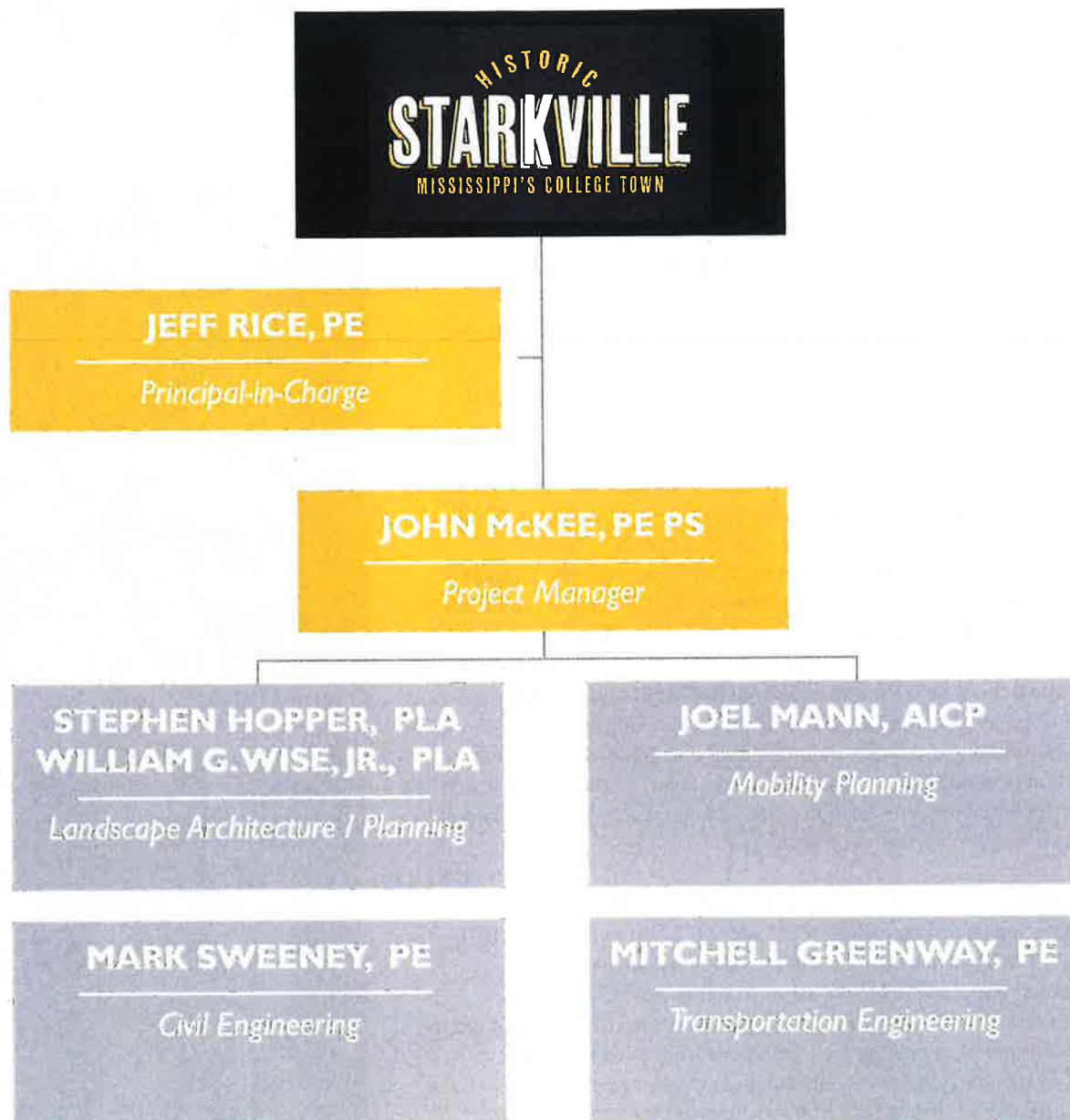
YEARS IN BUSINESS

65

STRUCTURE

Corporation

Personnel



Mr. McKee has over 35 years of experience in municipal public works engineering and construction, having provided engineering design and management for streets, drainage, and traffic signal improvements. He has also been instrumental in designing and supervising design for port dock facilities and airport facilities, including runway rehabilitation and design.

Prior to entering the private sector in 1992, Mr. McKee worked for eleven years with the Department of Public Works of Jackson, Mississippi. While employed with the city of Jackson, he served as Division Manager of Streets, Bridges, Drainage and Traffic Division. In this position, he was responsible for supervising more than 200 employees, as well as supervising construction and maintenance of streets, bridges and traffic systems throughout the city. He administered an annual budget of more than \$6.7 million and oversaw the use of Federal Aid Urban Funds for various projects.

In addition to being the principal-in-charge over all Stantec offices in Mississippi, Mr. McKee serves as the County Engineer for Warren County, Mississippi. He works extensively with the Warren County Board of Supervisors, the Warren County Port Commission, and the Warren County Bridge Commission for various infrastructure improvements to their respective facilities.

Statewide Rideshare Study, Mississippi, Principal-in-Charge. Developed work program for and assisted with the design of a Rideshare program for the State of Mississippi. Project includes a state of the practice literature review, interviews with PDDs and local MPOs to gather local knowledge and support, and design of the program for various areas of the state including a Guaranteed Ride Home program and website software and design recommendations.

Chastain Middle School Safe Routes to School (SRTS) Study, Jackson, Mississippi, Principal-in-Charge. Stantec prepared a planning study for proposed SRTS infrastructure improvements needed to improve safety for children commuting to and from a middle school in Jackson. The study recommended sidewalk and intersection crossing improvements, and provided cost estimates and an implementation strategy.

Natchez Transit System Regional Transportation Center, Natchez, Mississippi, Principal-in-Charge. The City of Natchez is partnering with MDOT and the Federal Transit Administration (FTA) to develop a state-of-the-art, multi-use, regional intermodal transportation center that is being jointly supported with an American Recovery and Reinvestment Act (ARRA) grant, state funds from MDOT and local matching contributions from the city. Stantec assisted the City by writing the grant application and serving as project manager for the design of the facility. Stantec designed the site elements, which included a site layout plan, site grading plan, a storm water drainage system plan, and connections to existing utilities including sanitary sewer and water.



John McKee

PE, PS

Project Manager

Education

Bachelor of Science in Civil Engineering, Mississippi State University, Starkville, MS

Registrations

Professional Engineer #9688, State of Mississippi

Professional Land Surveyor #2856, State of Mississippi

Professional Engineer #29799, State of Alabama

Years of Experience

11

Joel is a mobility planner with 14 years of experience in transportation planning and transportation-focused contributions to development codes, comprehensive plans and community master plans. His career pursuits have grown from an intersection of personal passions and commitments, including bicycle and pedestrian mobility, streets as vital urban public spaces, and use of public resources to provide the best possible returns for citizens and their quality of life. He works to develop plans that promote balanced multimodal transportation, that enhance potential for land development and urban design, and that fit within community expectations.



Joel Mann

Smyrna Spring Road LCI*, Smyrna, Georgia As lead transportation planner, his effort involved development of street network and transit service recommendations for a redevelopment area adjacent to the new Atlanta Braves SunTrust Park, focusing on the enhancement of the existing corridor transit service with last-mile connectivity options.

Buford Highway LCI*, Doraville, Georgia. Lead transportation planner on a study for economic development and revitalization on a suburban commercial corridor home to many of Atlanta's international communities. This involved developing a collaborative approach with the Georgia Department of Transportation to assess how and when excess capacity on the road could be repurposed to support multimodal enhancements, especially reclaimed space for multi-use bicycle/pedestrian trails and paths.

Tucker-Northlake LCI Update*, Tucker, Georgia Joel contributed to this grandfathered LCI study by developing a series of short-term project approaches and defining an implementation strategy for a rails-with-trails project linking two commercial districts along a maturing suburban corridor.

BeltLine Subarea Master Plans*, Atlanta, Georgia Transportation Planner and Analyst. Project Planner. Transportation planner and analyst for the original Subarea 4, 6 and 8 land use and transportation master plans for neighborhoods surrounding the Atlanta BeltLine trail and transit corridor.

Atlanta's Transportation Plan*, Atlanta, Georgia. Joel was a lead planner on the City of Atlanta's recent comprehensive transportation plan update, which included an assessment of how different districts of the City would need to satisfy travel demand from new development with transit, walking and bicycling, and other travel modes that fit within a capacity-constrained street network.

Downtown Atlanta Transportation Plan*, Atlanta, Georgia. Joel led the transportation policy review and recommendations of this plan, which called for a managed parking district to be led by the City and a coordinated TDM campaign to increase downtown Atlanta's non-driving travel share.

Baton Rouge Health District Master Plan*, Baton Rouge, Louisiana. Joel was the lead transportation planner on this master planning study and developed a planning framework for transportation projects, outlining a strategy for different public agencies with jurisdiction over different parts of a transportation system to work together for improved connectivity and access between Baton Rouge's two primary hospitals.

AICP

Mobility Planning

Education

Master of Regional Planning,
University of North Carolina,
Chapel Hill
Bachelor of Arts, New College of
Florida

Registrations

Certified Planner #021420

Years of Experience

14

** projects completed prior to joining Stantec*



Jeff Rice

PE, ENV SP

Principal in Charge

Education

Bachelor of Science in Civil Engineering, North Carolina State University, Raleigh, NC

Registrations

Professional Engineer #30490, State of Georgia, #39082, State of North Carolina, #29202, State of South Carolina, #31521 State of Alabama
Envision™ Sustainability Professional (ENV SP), Institute for Sustainable Infrastructure Certified Design Professional #29447, Georgia Soil and Water Conservation Commission

Years of Experience

35

Jeff has over 21 years of experience in the land development and engineering field. As Sector Leader for Community Development in the Southeast, Jeff is responsible for providing project managers with the tools and resources needed to **complete successful projects**. His typical responsibilities range from single project support to practice wide decision-making for business development, marketing, contract agreements, quality control and financial performance within the firm. Jeff actively engages with clients and staff to deliver projects focused on meeting the client's needs. His project experience has ranged from structural engineering to residential and commercial site design services involving the new construction, expansion, and redevelopment of a variety of municipal and urban projects. The services provided include site assessment, concept planning, master planning, detailed design of grading, stormwater management, water distribution systems, sanitary sewer collection systems, erosion and sedimentation control, utility and lighting coordination, construction specifications, and bid/construction administration.

Fairburn Downtown LCI Implementation Plan – PIC Implementation of LCI transportation funded project.

Satellite Boulevard Streetscape Plan – Phase 3 – PIC (GPCID) Principal-in-Charge for this project which is part of a phased streetscape implementation along Satellite Boulevard that includes improved ADA accessibility, brick pavers and sidewalks, new street trees, and furniture. This is a Transportation Enhancement funded project.

Pleasant Hill Road Streetscape Plan – PIC (GPCID) The project is part of a phased streetscape implementation along the Mall Corners property near the I-85 interchange that includes improved ADA accessibility, brick pavers and sidewalks, new street trees, and furniture.

City of Charlotte Comprehensive Neighborhood Improvement Program

Principal-in-Charge for a neighborhood planning study for the City of Charlotte. Through the planning process, Stantec helped prioritize \$40 million in local funding for important municipal projects.

Milledgeville Phase II, Milledgeville, Georgia Phase II Streetscape included concept planning, design, permitting, bid and construction administration services for a streetscape redevelopment project in a historic downtown area.

Milledgeville Phase III, Milledgeville, GA (Project Manager) Worked closely with the City to develop a conceptual plan reflective of the City's desires and funding resources.

North Central Avenue Streetscape Improvements, Hapeville, GA Principal in Charge for a .5 mile long corridor plan that includes landscape enhancements, new lighting, ADA improvements, and entrance signage.

Stephen is dedicated to creating, improving, and enhancing spaces that benefit a community or group of users. He has experience managing a variety of municipal projects including parks, streetscapes, and enhancement endeavors. Mr. Hopper has a strong understanding of the relationship between public support and private/public investment in local communities. He has managed projects from initial planning exercises all the way through construction services and understands the relationship between them.

Dahlonega Streetscape, Phases I, II, and III*, Dahlonega, Georgia Project manager responsible for design and grant writing leading to the streetscape effort in the downtown of Dahlonega. The project was funded by two rounds of Tiger Grant funds.

Roswell Street Streetscapes Phases I, II, and III*, Marietta, Georgia Project manager and designer for the main gateway and vehicular corridor into the downtown Marietta Square. The multiple phases were funded with a variety of funds including local funding, LCI grant, and ARRA funds.

Downtown Fairburn Livable Centers Initiative Implementation Plan, Fairburn, Georgia Lead Designer of the implementation of LCI transportation funded-project. The project includes the planning and design of a downtown streetscape to include enhanced pedestrian facilities, new landscaping, wayfinding and signage, pedestrian underpass, and reverse-angled parking.

Lenox Road Pedestrian Trail and Complete Street Study, Atlanta, Georgia. Design support for a holistic study of a 1.25 mile segment of Lenox Road. The study included examining options for bicycle/pedestrian connections, gateway enhancements, streetscape design, mobility improvements, and future redevelopment scenarios.

Broad Street Streetscape*, Cairo, Georgia. Responsible for design support of the implementation of the Broad Street Streetscape concept. This became a complete street/road diet project along the main corridor in downtown Cairo.

Additional Streetscape Projects

- Waleska Street Streetscape*, Canton, Ga
- Hickory Flat Streetscape*, Canton, Ga
- Main Street Streetscape*, Canton, Ga
- Ridgewood Streetscape*, Maitland, Fl
- Jefferson St Streetscape*, Newport News, Va
- Downtown Decatur Streetscape Ph V*, Decatur, Ga
- Claxton Streetscape*, Claxton, Ga
- Oakhurst Streetscape*, Decatur, Ga
- Phase VI Streetscape*, Toccoa, Ga
- Johnston St Streetscape*, Forsyth, Ga
- Renaissance District Revitalization*, Marietta, Ga



Stephen Hopper

PLA, ASLA, LEED AP, BD+C,
SITES AP

Landscape Architecture/ Planning

Education

Bachelor of Landscape
Architecture, University of
Georgia, Atlanta, Georgia

Registrations

Landscape Architect
#LA001651, American Society
of Landscape Architects

SITES AP, Green Business
Certification Inc., Atlanta,
Georgia

Years of Experience

11

** projects completed prior to joining Stantec*



William G. Wise, Jr.

PLA, LEED AP

Landscape Architecture/ Planning

Education

Bachelor of Landscape
Architecture, Mississippi State
University, Starkville, Mississippi

Masters of Fine Arts, Graphic
Design, University of Idaho,
Moscow, Idaho

Registrations

State of Georgia
Registered Landscape Architect
#LA001639

Years of Experience

18

Will sees all design at its heart as a problem-solving exercise. He loves to solve problems that enrich people's lives and the communities in which they live. Whether through landscape architecture or graphic design, Will is passionate about creating the kind of inspiring spaces and places that only great design can provide. Having worked on a wide range of project types, Will is comfortable shifting from public to private, from municipal to residential development and mixed-use urban projects to parks.

Harbins Park * Dacula, Georgia. Landscape Designer for the construction of this 1,960-acre conservation park. The goal of the park is to preserve the environment and natural resources of the woodlands, the Alcovy River and Cedar Creek, as well as the potential historical and archaeological resources within the site. The park provides access for a broad range of passive and active features while preserving the natural environment. Also designed monumental and wayfinding signage for the entire park.

Brinkley Park * Smyrna, Georgia. Landscape Designer for 13.86-acre site plan including one 200-foot and two 150-foot baseball fields, a practice field, a concessions/restroom building, and approximately 420 parking spaces. The park site has an active stream that will serve as an amenity to the baseball field complex. Wooden bridges will connect the ball fields to the parking lot, playground, and pavilion across the stream. The entire site is made accessible by 3,750 linear feet of paved trails that connect surrounding neighborhoods.

Barnesville Development Analysis * Barnesville, Georgia, Landscape Designer and Planner, Landscape Designer and Planner. Partnered with the City of Barnesville to create a master plan for the central business district. The planning process was based on the agreed message of "Strengthen the downtown commercial core while maintaining our small-town character and quality of life." Several land areas adjacent to the business district were planned for more intense use including mixed-use commercial and residential, condominium row homes, small-lot single-family homes, adaptive reuse of a mill for residential lofts and an entertainment arcade and an improved pedestrian linkage between Gordon College and the downtown.

Gainesville State College Quadrangle & Student Plaza Renovation (now University of North Georgia – Gainesville Campus) * Gainesville, Georgia. Landscape Designer for this project which features a clock tower, two fountains, new 10-foot sidewalks with brick banding, new handicap ramps with landscape planters, as well as architectural lamp posts, benches and trash receptacles. Large sweeping radial curves were used to soften the "hardscape" and contrast to the rigid, rectilinear space.

Minsk Sports Complex Master Plan * Minsk, Belarus. Part of the design team that helped the city of Minsk designated a 120-acre site on Lake Chizhovka for commercial development. The program included the planning and development of a four million SF multi-use complex including an ice hockey arena, business center, retail center, hotel, restaurant, and parking areas.



Mitchell Greenway

PE, ENV SP

Transportation Engineering

Education

BS, Civil Engineering Technology,
Georgia Southern University,
Statesboro, Georgia

Master of Business
Administration, Georgia College &
State University, Milledgeville,
Georgia

Registrations

Professional Engineer #31718,
State of Georgia

Years of Experience

21

As a Principal and Senior Transportation Engineer, Mitchell brings 20 years of experience leading, planning and designing transportation projects. He has managed a number of roadway projects throughout the region, specializing in transportation design, transportation planning, and program management. He takes a multifaceted approach to solve local transportation problems, leveraging his knowledge of the market, combined with his reputation and unique expertise to develop solutions that are technically sound and economically appropriate for his clients.

Downtown Fairburn Livable Centers Initiative Implementation Plan, Fairburn, Georgia. Providing roadway design for this LCI transportation funded-project which includes the planning and design of a downtown streetscape to include enhanced pedestrian facilities, new landscaping, wayfinding and signage, pedestrian underpass, and reverse-angled parking.

Phase I Design Services for SR 10/US 278 (Avondale Estates), Avondale Estates, Georgia. Mitchell is the lead roadway designer for this LCI Implementation Study. The study will assess the feasibility of a road diet along US 278, the main street of Avondale Estates. The process for this study will include having a community open house and demonstration project, with GDOT participation, allowing residents to set up roadway enhancements and gauge the scale and effect of their impacts.

Forrest Road Concept, Columbus, Georgia Project included traffic analysis, safety analysis, and right-of-way impact study to determine appropriate improvements to 2.2 miles of Forrest Road from Macon Road (SR22) to Woodruff Farm Road. Improvements included intersection improvements and addition of pedestrian facilities. Opinions of probable costs for construction and right-of-way were included in the concept report for each alternative.

Williams Road Concept, Columbus, Georgia. Project included traffic analysis, safety analysis, and right-of-way impact study to determine appropriate improvements to 2.0 miles of Williams Road from Whitesville Road to Veterans Parkway (US27). Improvements included intersection improvements and addition of bicycle and pedestrian facilities. Opinions of probable costs for construction and right-of-way were included in the concept report for each alternative.

Lenox Road Pedestrian Trail and Complete Street Study, Atlanta, Georgia. Mitchell was the Lead Roadway Engineer for this project that will include streetscape and pedestrian/bicycle facility improvements along Lenox Road between Piedmont Road and East Paces Ferry Road. It will add a 5-10' sidewalk on one side of Lenox Road and an 8-10' shared-use path on the other. The shared-use path transitions from the north side to the south side of Lenox Road at the Phipps Boulevard intersection. Mitchell worked with the planning team to develop a conceptual design and report for GDOT approval.

** projects completed prior to joining Stantec*

Mark's civil engineering experience includes municipal engineering, private site development, stormwater management, water distribution, and sanitary collection design. He has also worked on roadway design and construction administration. Throughout his career, Mark has overseen projects as a project engineer, project manager, department manager and office lead and brings great insight to each project he manages. His responsibilities include project coordination, design reviews and approvals, contract preparation, administration, planning, and scheduling. Mark has experience managing clients as a project lead on various projects including interfacing with city, municipal and regulatory bodies.



Mark Sweeney

Marjorie Harris Carr Cross Florida Greenway Recreational Improvements, Florida. Project Production Manager for continuing full service contract for all recreational improvements made to 110-mile Greenway corridor. Includes the planning and design of parks, trailheads, full-service campgrounds, bicycle and pedestrian facilities, roadways, bridges, piers, boardwalk structures, extensive landscaping and irrigation and decorative hardscape features.

Downtown Redevelopment Master Plan, City of Maitland *, Maitland, Florida. Project Manager

Liberty Park *, Inverness, Florida. This project involved the planning, design, permitting and construction phase services for a new City Park, on 3.5 acres of land along the Lake Henderson shoreline. The project involved construction of concrete mulch walkways, demolition of existing seawall, re-contouring of the shoreline, demolition of existing concrete parking, construction of a new shell parking lot and picnic pavilion. The storm water management system consists of a series of shallow depressional areas designed to fit into the overall grading of the site in an effort to complement, rather than detract, from the natural beauty of the park. Permitting for this project was through Southwest Florida Water Management District.

Minnehaha Park Boardwalk *, Maitland, Florida. Project Manager

Fort Fraser Trail *, Lakeland, Florida. Project Manager

FDEP-OGT Dunnellon Multi-Use Trail *, Dunnellon, Florida. Project Manager

Phase I Design Services for SR 10/US 278 (Avondale Estates), Avondale Estates, Georgia. Project manager for multi-modal improvements on US 278/SR 10.

36th Avenue NW Phase I *, Minot, North Dakota. Project Manager. Project goal was to improve the only existing roadway to the new middle school and provide a western access. The project, from 16th St. NW to 8th St. NW, involved 3,200 LF of asphalt pavement, including Class V aggregate base, subgrade stabilization, storm sewer, shared-use path and ADA ramps. Significant challenges existed, including a project delay due to right-of-way issues, an overly wet construction season and coordination with a neighboring development to construct more than 1,700 LF of sanitary sewer within the 36th Avenue right-of-way. The roadway was successfully completed and in use before the schools opening.

PE, PMP

Civil Engineering

Education

BS, Civil Engineering,
Pennsylvania State University,
State College, PA

MS, Civil Engineering
University of Central Florida,
Orlando, FL

Registrations

Professional Engineer #46007,
State of Florida, Professional
Engineer #043869, State of
Georgia, Professional Engineer
#8569, State of North Dakota

Project Management
Professional (PMP)®
#2239645

Years of Experience

27

* projects completed prior to joining Stantec



Mitchell Greenway

PE, ENV SP

Transportation Engineering

Education

BS, Civil Engineering Technology,
Georgia Southern University,
Statesboro, Georgia

Master of Business
Administration, Georgia College &
State University, Milledgeville,
Georgia

Registrations

Professional Engineer #31718,
State of Georgia

Years of Experience

21

As a Principal and Senior Transportation Engineer, Mitchell brings 20 years of experience leading, planning and designing transportation projects. He has managed a number of roadway projects throughout the region, specializing in transportation design, transportation planning, and program management. He takes a multifaceted approach to solve local transportation problems, leveraging his knowledge of the market, combined with his reputation and unique expertise to develop solutions that are technically sound and economically appropriate for his clients.

Downtown Fairburn Livable Centers Initiative Implementation Plan, Fairburn, Georgia. Providing roadway design for this LCI transportation funded-project which includes the planning and design of a downtown streetscape to include enhanced pedestrian facilities, new landscaping, wayfinding and signage, pedestrian underpass, and reverse-angled parking.

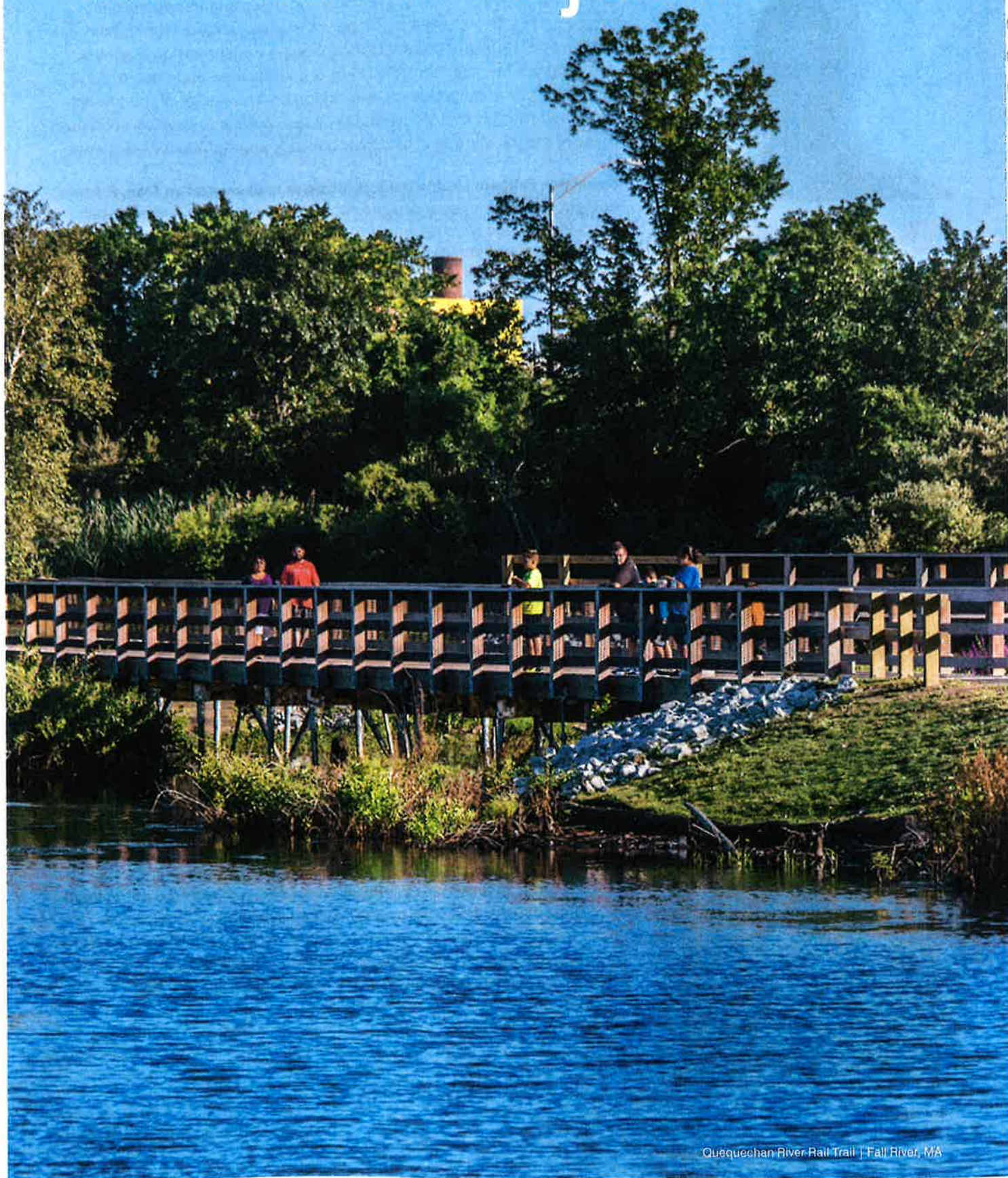
Phase I Design Services for SR 10/US 278 (Avondale Estates), Avondale Estates, Georgia. Mitchell is the lead roadway designer for this LCI Implementation Study. The study will assess the feasibility of a road diet along US 278, the main street of Avondale Estates. The process for this study will include having a community open house and demonstration project, with GDOT participation, allowing residents to set up roadway enhancements and gauge the scale and effect of their impacts.

Forrest Road Concept, Columbus, Georgia Project included traffic analysis, safety analysis, and right-of-way impact study to determine appropriate improvements to 2.2 miles of Forrest Road from Macon Road (SR22) to Woodruff Farm Road. Improvements included intersection improvements and addition of pedestrian facilities. Opinions of probable costs for construction and right-of-way were included in the concept report for each alternative.

Williams Road Concept, Columbus, Georgia. Project included traffic analysis, safety analysis, and right-of-way impact study to determine appropriate improvements to 2.0 miles of Williams Road from Whitesville Road to Veterans Parkway (US27). Improvements included intersection improvements and addition of bicycle and pedestrian facilities. Opinions of probable costs for construction and right-of-way were included in the concept report for each alternative.

Lenox Road Pedestrian Trail and Complete Street Study, Atlanta, Georgia. Mitchell was the Lead Roadway Engineer for this project that will include streetscape and pedestrian/bicycle facility improvements along Lenox Road between Piedmont Road and East Paces Ferry Road. It will add a 5-10' sidewalk on one side of Lenox Road and an 8-10' shared-use path on the other. The shared-use path transitions from the north side to the south side of Lenox Road at the Phipps Boulevard intersection. Mitchell worked with the planning team to develop a conceptual design and report for GDOT approval.

Similar Projects





Downtown Fairburn Livable Centers Initiative Implementation Plan

📍 Location: Fairburn, Georgia
 📏 Project Size: 1.35 Miles



Founded in 1870, the City of Fairburn is home to historical buildings and a downtown commercial district listed in the National Register of Historic Places. Rich in history and within 25 minutes of Atlanta, it's no surprise Fairburn has experienced remarkable growth in business, industry, and neighborhoods in recent years. With growth comes the need for change and Fairburn wanted to embrace the future with a complete renovation and renewal of its historical downtown.

The focus of this project is on improvements to the safety, mobility, and appearance of the Fairburn community. With implementation in mind, the City of Fairburn secured \$3.5 million towards physical transportation improvements to their downtown with the hope that every dollar spent in public investment correlates to \$3 to \$4 in private investment. The City selected Stantec to develop streetscape and Complete

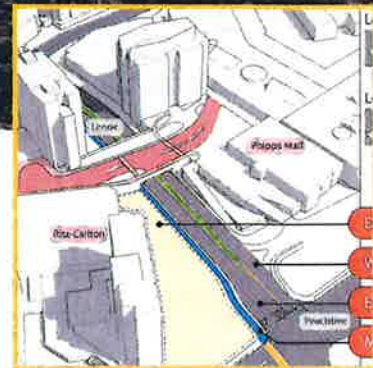
Street design concepts and transportation alternatives for the first phase of the project. This effort included extensive public outreach through a charrette-based planning process that considered landscape elements (street trees, lighting, pocket parks, etc.), gateways, roundabouts, drainage, active meeting nodes, greenway connections, sidewalks, parking, and placemaking.

Features of the design plan include a pedestrian and bicycle tunnel as well as historic theme branding. In collaboration with community leaders, state agencies, residents, and the business community, the results of this exercise led to a plan developed to meet the limited \$3.5 million budget. Public-private partnerships to maintain the facilities and infrastructure were created through a Memorandum of Understanding.



Lenox Road Pedestrian Trail and Complete Street Study

📍 Location: Atlanta, Georgia
 📏 Project Size: 1.25 miles



Lenox Road in the Buckhead community of Atlanta is an anomaly. It's a roadway that currently doesn't reflect the upscale, bustling look and needs of the community. Portions of the road are designed to be a highway, while other segments are more rural in nature, lacking maintenance, lighting, and pedestrian connectivity. Despite these current challenges, the Buckhead Community Improvement District envisions the corridor can be a signature street that is reminiscent of other great corridors around the country.

Stantec is providing a corridor study that takes a holistic look at 1.25 miles of the corridor within the commercial center of Buckhead. The study includes examining options for bicycle and pedestrian connections, gateway enhancements, streetscape design, mobility improvements, and future redevelopment scenarios. The final deliverable includes a compelling vision document and constructible projects.



Atlanta Beltline Subarea 5 Master Plan

- 📍 Location: Atlanta, Georgia
- 📏 Project Size: 1.4 miles

Stantec is updating the ten-year-old master plan for the fastest growing subarea around the Atlanta BeltLine. We analyzed the neighborhoods to identify land susceptible to future change and are developing recommendations for future land use and housing policy. These recommendations are informed by a retail and commercial market analysis to better understand future opportunities. Our mobility experts are addressing the need to integrate the booming interest in micromobility (e-scooters and dockless bikes) into an already busy multiuse trail corridor, as well as concerns about traffic on local streets. Along the way, we have been meeting with a stakeholder group and the public to preview our findings and gather additional input from local residents.

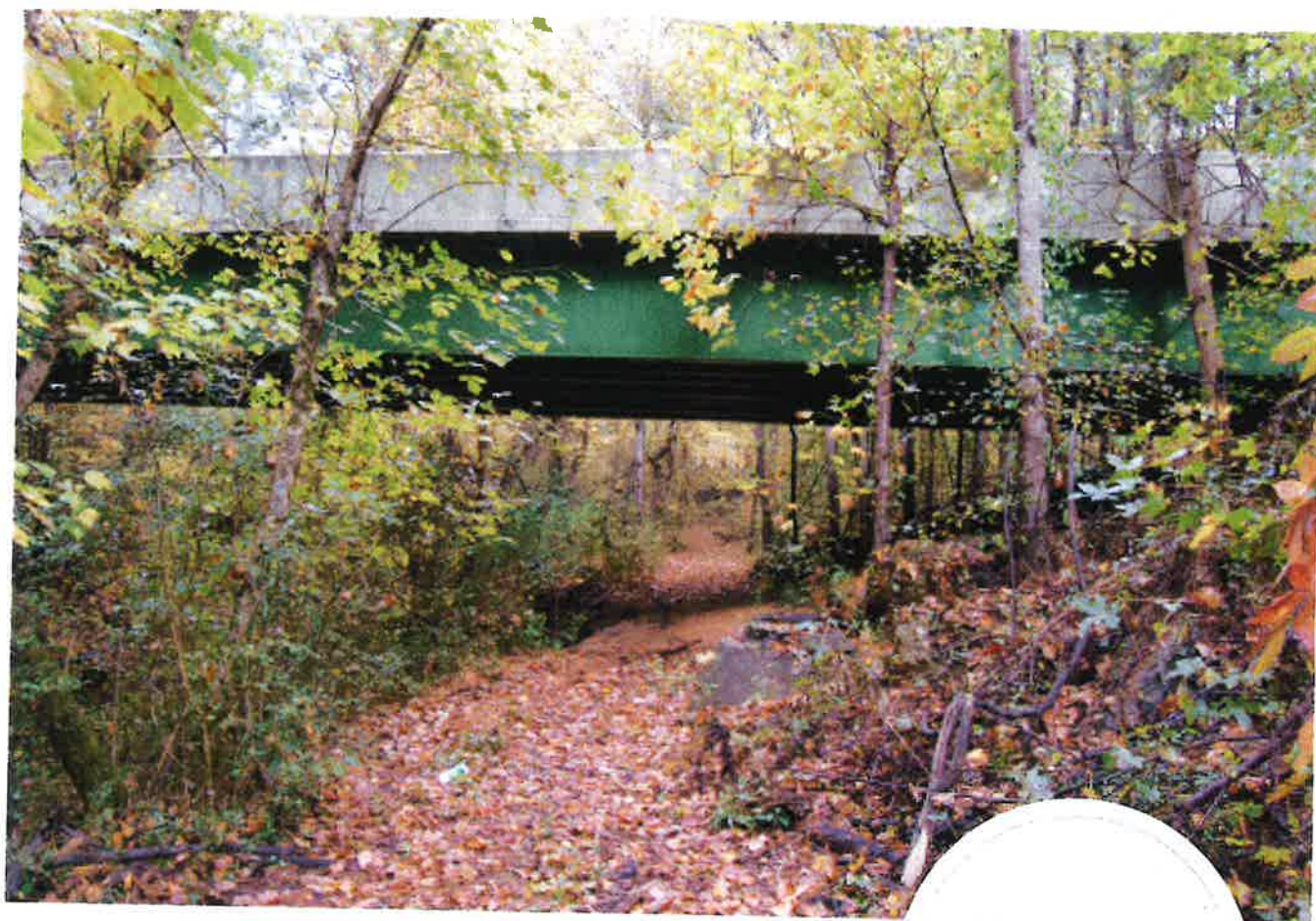


Riverside Drive Greenway Multi-Use Trail Study

- 📍 Location: Macon, Georgia
- 📏 Project Size: 2 miles

As an outgrowth of the Macon Action Plan, Stantec worked with Macon-Bibb County to secure a grant to evaluate the feasibility of expanding their trail network along Riverside Drive. The Ocmulgee River Trail on the East side of Macon is a marquee element of the city. Unfortunately Macon does not have existing viable and efficient connections between downtown Macon and the River Trail. Our team is comprehensively planning the expansion of the trail network along Riverside Drive. The project will create a greenway trail network that has a positive impact on vehicular movement as

well. We utilize our Complete Streets expertise to plan for wider sidewalks, narrower traffic lanes, lower speeds on Riverside Drive, and safer road intersections for pedestrians. The greenway will also have a cultural and environmental impact as it connects to the River and the railroad line that border it. The greenway contains a number of large open greenspaces that can be utilized along the trail. Considerations are made for pedestrian bridges and access points to cross the river.



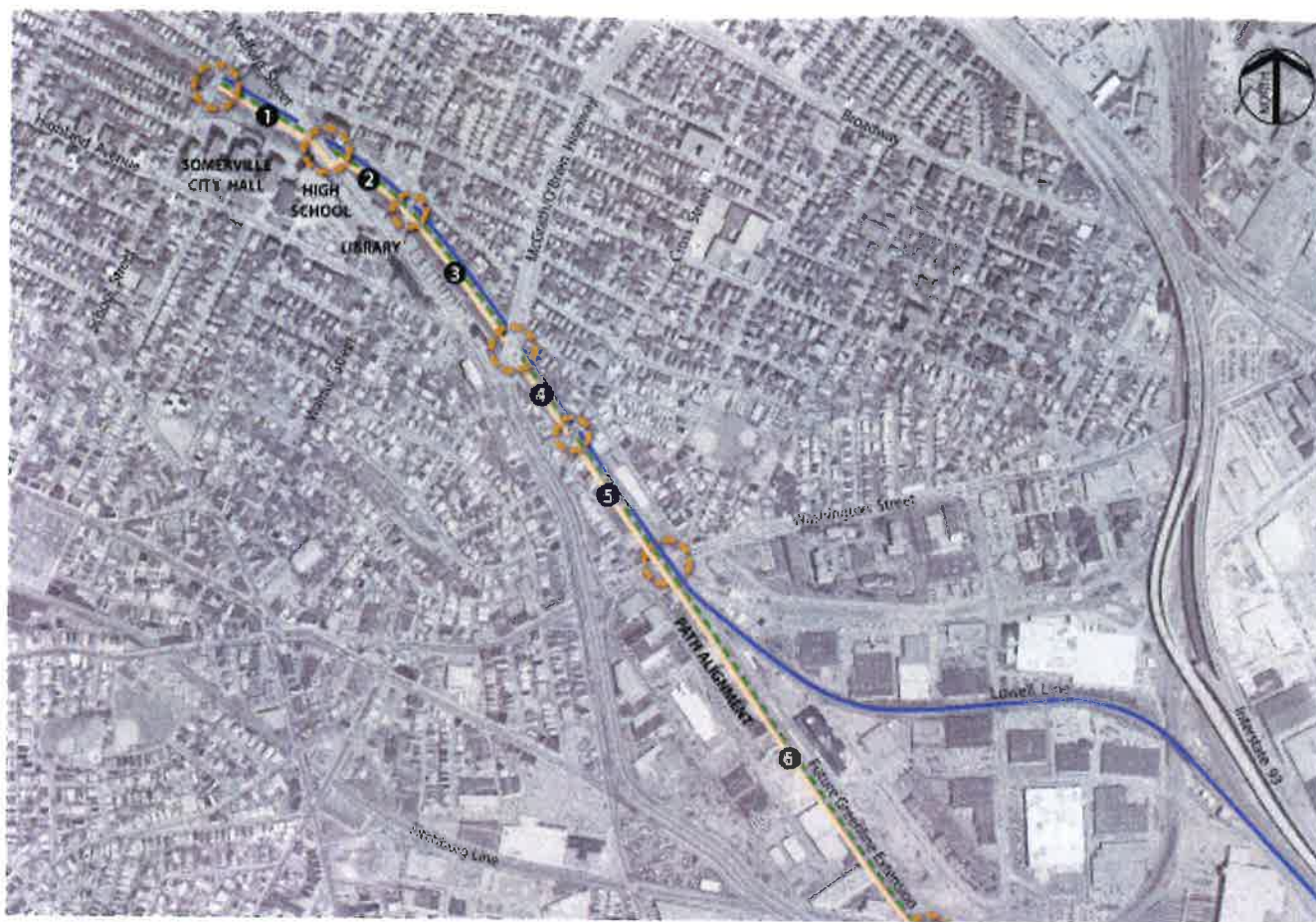
Rottenwood Creek Trail

- 📍 Location: Marietta, Georgia
- 📏 Project Size: 6 miles



Stantec was hired to develop a concept for a trail through a southern portion of the City that would serve the community locally but also act as an important conduit for the regional trail network. The impact of the six-mile trail is tremendous. The trail connects two different universities and 8,000 students, offers access to cultural spaces and international art, overcomes a 5-lane highway as a barrier, connects over 100 acres of active and passive open space and creates a

safe passage throughout a suburban residential environment. The trail also offers an opportunity to use Rottenwood Creek as a natural amenity and educational resource. Stantec developed a project website, hosted multiple community forums to seek input and branded the trail with a motto "Live Rotten" and an identifiable logo. The hope is to use this project to spur other regional partners to rethink how trails can be used to better improve the area.



Community Path Extension Feasibility Study - School Street to Cambridge Line

Location: Somerville, Massachusetts
 Project Size: 1.3 miles

Stantec provided conceptual design services for a feasibility study to extend the Somerville Community Path from School Street to the Somerville-Cambridge Line.

The proposed 7,000 LF extension of this path included steep embankments, seven major street/bridge crossings, and coordination with an active rail corridor that serves the MBTA Commuter Rail Lowell Line, Guilford Transportation freight operations, and potential rapid transit (MBTA Green Line extension). The path builds on the existing multiuse path from Davis Square to link critical destinations such as City Hall, Somerville High School, the library, and future connections to the Charles River Esplanade.

Stantec provided conceptual alignment and costs for various

alternatives and attended meetings with stakeholders and the public. A final report documenting the study results was prepared.

As this is a Rail-with-Trail project located along a very difficult corridor, the involvement of the MBTA in the development of the path was viewed as crucial to construction of the path. Subsequently, the City of Somerville used the feasibility study as a tool to communicate and negotiate the community's express desire and need for this path extension. Current plans for the Greenline Extension project include the Community Path Extension along this corridor, and reflect many of the design concepts proposed in the Stantec Feasibility Study.



Bradford Rail Trail - Phase 1 & 2

📍 Location: Haverhill, Massachusetts
 📏 Project Size: .8 miles



A year into its initial opening, the Bradford Rail Trail in the City of Haverhill was functioning well, however, it only offered the basics. We were hired by the City in 2012 to provide final design for the pedestrian trail, with the goal of creating a pedestrian loop complimentary to downtown Haverhill. We provided project management, landscape architecture, civil engineering, environmental permitting, and construction phase services to bring the full potential of this trail into realization.

Phase 1 of the Bradford Rail Trail is an approximately 3,300-foot long "rail to trail" multiuse-path which is located on property that the City of Haverhill has acquired from the Pan Am Rail Road, as well as lease agreements from National Grid and the Massachusetts Bay Transportation Authority (MBTA). The trail is part of the planned 2.5-mile long Haverhill Riverwalk. The trail stretches between the Basilere Bridge (Route 125 over the Merrimack River) and the Comeau

Bridge (near South Elm Street and the MBTA commuter rail station) in Bradford, MA.

The project consists of a 10-foot wide shared-used path with a 2-foot wide shoulder on each side (thus accommodating bicycle and pedestrian use) and includes several gateway entrances. The project includes excavation of a floodplain compensatory storage area, full depth hot mix asphalt pavement, drainage improvements, cement concrete sidewalks, cement concrete wheelchair ramps, installation of a modular block retaining wall, traffic signs, pavement markings, path lighting, electrical distribution systems, emergency call boxes with CCTV cameras, landscaping, and other miscellaneous work.

Construction of phase 1 wrapped up in the Spring of 2017. We were recently awarded design and construction phase services for phase 2 of the project, which includes design for approximately 1,100 linear feet of trail, as well as a pedestrian bridge.



Clipper City Rail Trail - Phase 1 & 2

📍 Location: Newburyport, Massachusetts
 📏 Project Size: 1.5 miles

Stantec provided project management, environmental permitting, landscape architecture, and civil and structural engineering services for the Phase 1 of the Clipper City Rail Trail in Newburyport, Massachusetts.

The Clipper City Rail Trail is a 1.1 mile trail section along the old B&M railroad from Parker Street to the Merrimack River that includes a 10-foot wide path, two at-grade street crossings, the conversion of a railroad bridge at Merrimack Street for pedestrian use, and a new 80-foot long pedestrian bridge over Low Street. The project was primarily funded by the state through the use of a Congestion Mitigation Air Quality (CMAQ) grant.

The project links the MBTA Newburyport Commuter Rail Station with various neighborhoods and the waterfront. As part of the City's Strategic Waterfront Plan, an existing trestle abutment at the Merrimack River was modified to allow pedestrian access under the Route 1 Gillis Bridge. This key improvement opened waterfront access west of the bridge to the public, realizing a long term goal for the City.

Stantec coordinated activities with the local Conservation Commission and the State Department of Environmental Protection. Coordination with the Natural Heritage and Endangered Species Program of the Massachusetts Division of Fisheries and Wildlife was also required since the project is

located in priority/estimated habitat of endangered species.

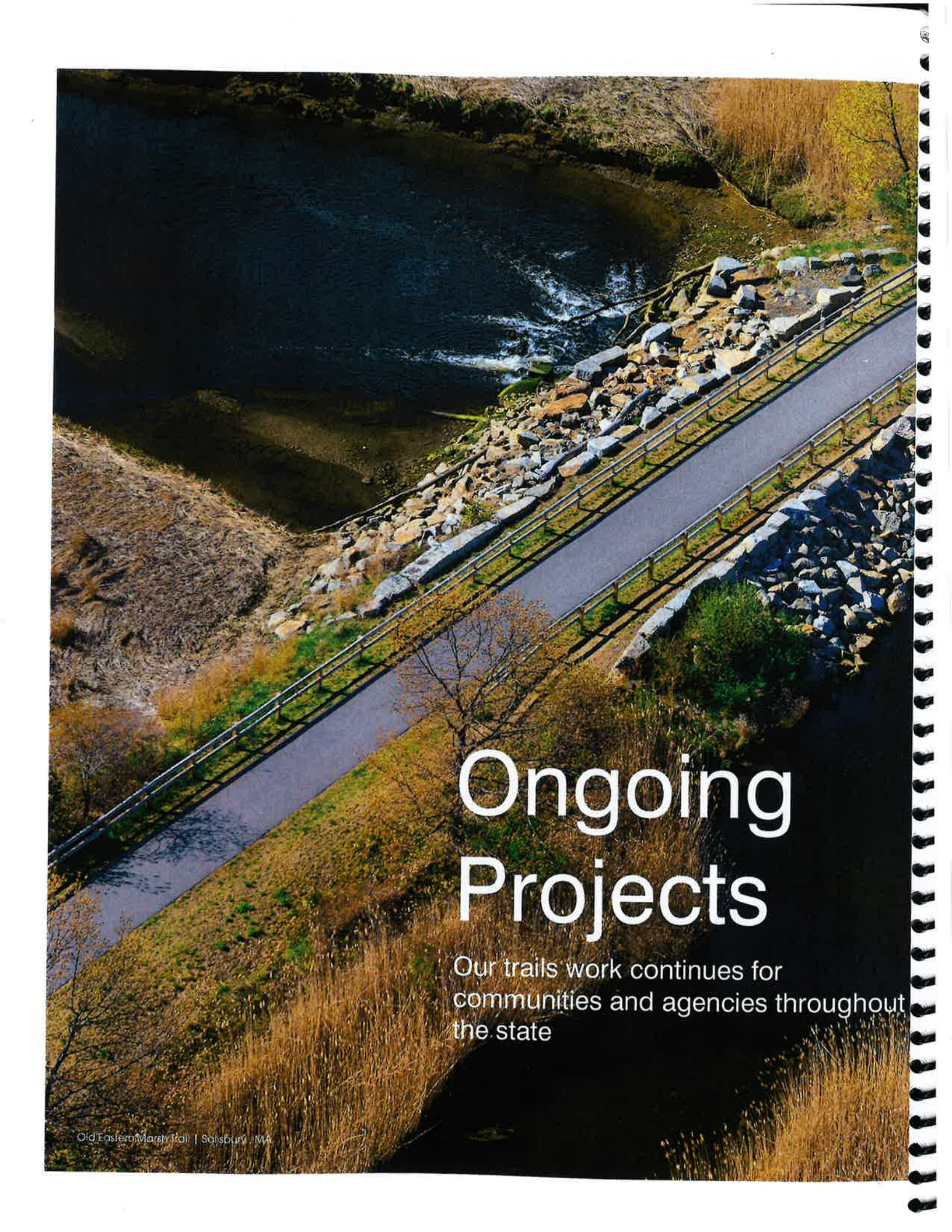
With Phase I of the Clipper City Rail Trail project complete, our team is now working with the City of Newburyport on the realization of Phase II. This second phase will further the city's mission of providing improved public waterfront access along the banks of the Merrimack River, as well as opportunity for recreation and sustainable modes of transportation.

Phase II of the project will involve the construction of a 1.5 mile multi-use trail along a former Newburyport Railroad City Branch line. The path will begin at a boardwalk downtown, continue along the waterfront of the Merrimack River, and then turn inland, following the old rail through City neighborhoods.

Like Phase I, Phase II of the project takes place in an area of priority habitat for several endangered species, and will require our designers and environmental scientists to coordinate with the Conservation Commission and the Natural Heritage and Endangered Species Program of the Massachusetts Division of Fisheries and Wildlife to obtain the required environmental permitting. Keeping the public involved and informed will also be of high importance, and we will coordinate several public outreach meetings throughout the design, implementation and completion of Phase II.

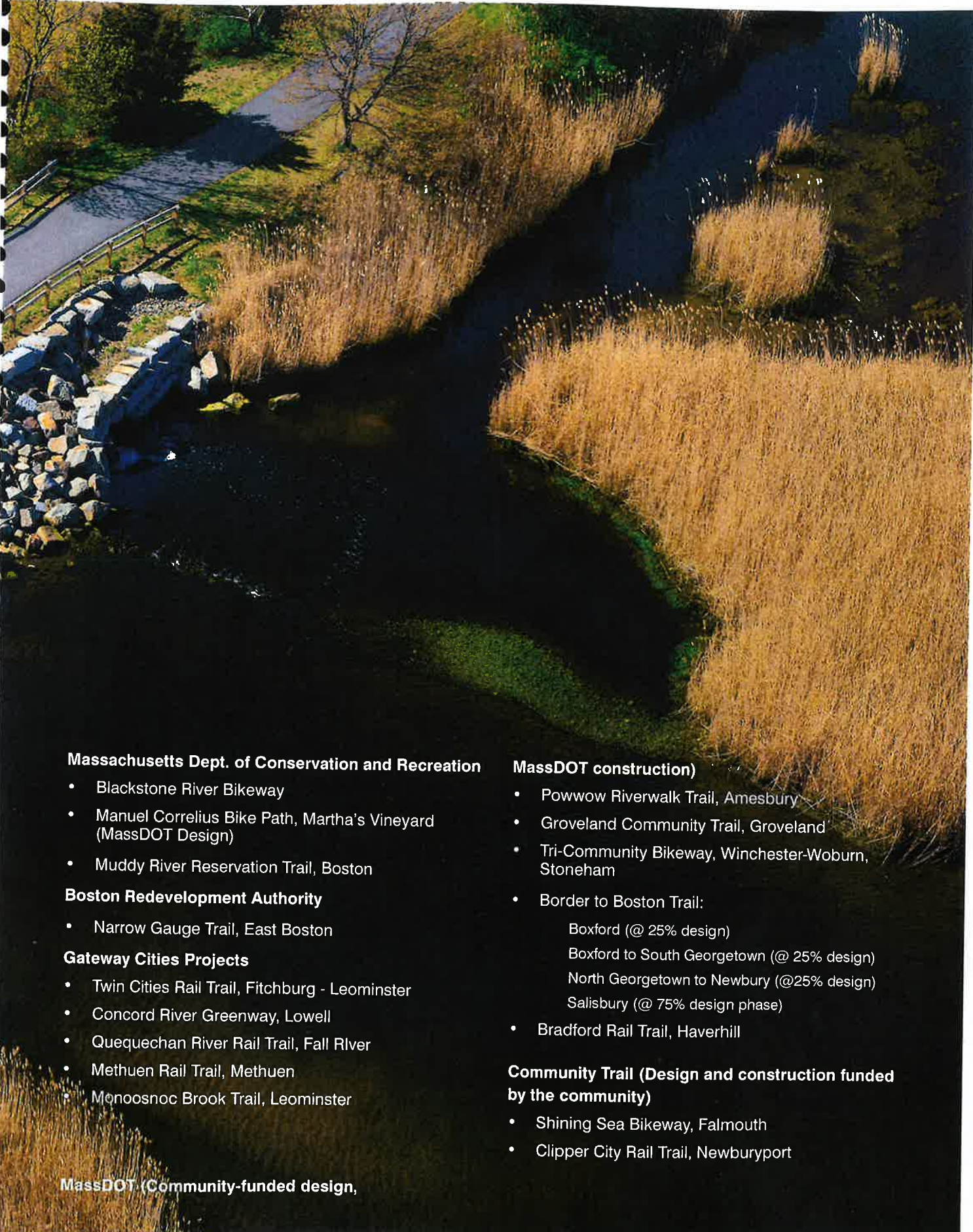
**We create paths
that connect
people and
community**



An aerial photograph showing a dam structure with a paved trail running alongside it. The trail is bordered by a metal railing and runs parallel to a river. The surrounding landscape includes grassy banks, some trees with autumn foliage, and a rocky area near the dam. The water in the river is dark and turbulent near the dam.

Ongoing Projects

Our trails work continues for communities and agencies throughout the state

An aerial photograph of a river winding through a landscape. On the left, a stone weir or dam structure is visible, with a wooden fence running alongside it. The river flows from the top left towards the bottom right. The banks are covered with tall, golden-brown grasses and some trees. The water is dark and reflects the surrounding environment.

Massachusetts Dept. of Conservation and Recreation

- Blackstone River Bikeway
- Manuel Correlius Bike Path, Martha's Vineyard (MassDOT Design)
- Muddy River Reservation Trail, Boston

Boston Redevelopment Authority

- Narrow Gauge Trail, East Boston

Gateway Cities Projects

- Twin Cities Rail Trail, Fitchburg - Leominster
- Concord River Greenway, Lowell
- Quequechan River Rail Trail, Fall River
- Methuen Rail Trail, Methuen
- Monoosnoc Brook Trail, Leominster

MassDOT (Community-funded design,

MassDOT construction)

- Powwow Riverwalk Trail, Amesbury
- Groveland Community Trail, Groveland
- Tri-Community Bikeway, Winchester-Woburn, Stoneham
- Border to Boston Trail:
 - Boxford (@ 25% design)
 - Boxford to South Georgetown (@ 25% design)
 - North Georgetown to Newbury (@25% design)
 - Salisbury (@ 75% design phase)
- Bradford Rail Trail, Haverhill

Community Trail (Design and construction funded by the community)

- Shining Sea Bikeway, Falmouth
- Clipper City Rail Trail, Newburyport



Trail Projects

Our team has planned and/or designed over 550 miles of greenways and trails along the East Coast. Stantec is a leading design expert and innovator of trails associated with railways. The trails we design connect communities, encourage economic growth, and provide recreational multi-modal opportunities.

Mystic River Reservation Trail | Somerville, MA

Rail Trail Design

Ashburnham Rail Trail	
Ashburnham, MA	1.5 mi
Bradford Rail Trail, Phases 1 & 2	
Haverhill, MA	0.8 mi
Cape Cod Rail Trail	
Dennis to Wellfleet, MA	23 mi
Clipper City Rail Trail Phase 1 & 2	
Newburyport, MA	2.7 mi
Nashua River Rail Trail	
Ayco Groton, Pepperell, Dunstable, MA	1.1 mi
Quequechan River Rail Trail	
Fall River, MA	1.5 mi
Salisbury Rail Trail	
Salisbury, MA	1.4 mi
Ware River Valley Rail Trail	
Ware, MA	3.5 mi

Rail Trail Studies

Border to Boston Rail Trail Study	
Danvers to Newburyport, MA	30 mi
Bruce Freeman Rail Trail Study	
Acton, Concord & Sudbury, MA	12.7 mi
Cochituate Rail Trail Study	
Natick, MA	2.7 mi
Squannacook River Rail Trail Study	
Townsend & Groton, MA	3.3
Wakefield-Lynnfield Rail Trail Study	
Wakefield & Lynnfield, MA	4.4

Trail Design

Charles River Reservation & Pathways Restoration, Phase 3C	
Waltham, MA	0.1
Discover Hamilton Trail	
Hamilton, MA	1.1
Dow Brook Conservation Trail	
Ipswich, MA	1
Ipswich Center to Crane Beach Trail	
Ipswich, MA	4.3
Lizzy's Trail	
Hamilton, MA	1
Mystic River Trail	
Somerville, MA	1
Nashua Heritage Trail	
Nashua, NH	1.3

Quinebaug Five Mile River Trail	
Danielson, CT	3.6
Quinebaug River Trail Phase III	
Killingly, CT	4
Quinnipiac River Gorge Trail	
Meriden, CT	1.5
Somerville Community Path	
Somerville, MA	1.9
Topsfield Linear Corridor - Phase IV	
Topsfield, MA	1.7
1-295 Trail	
Portland, ME	1

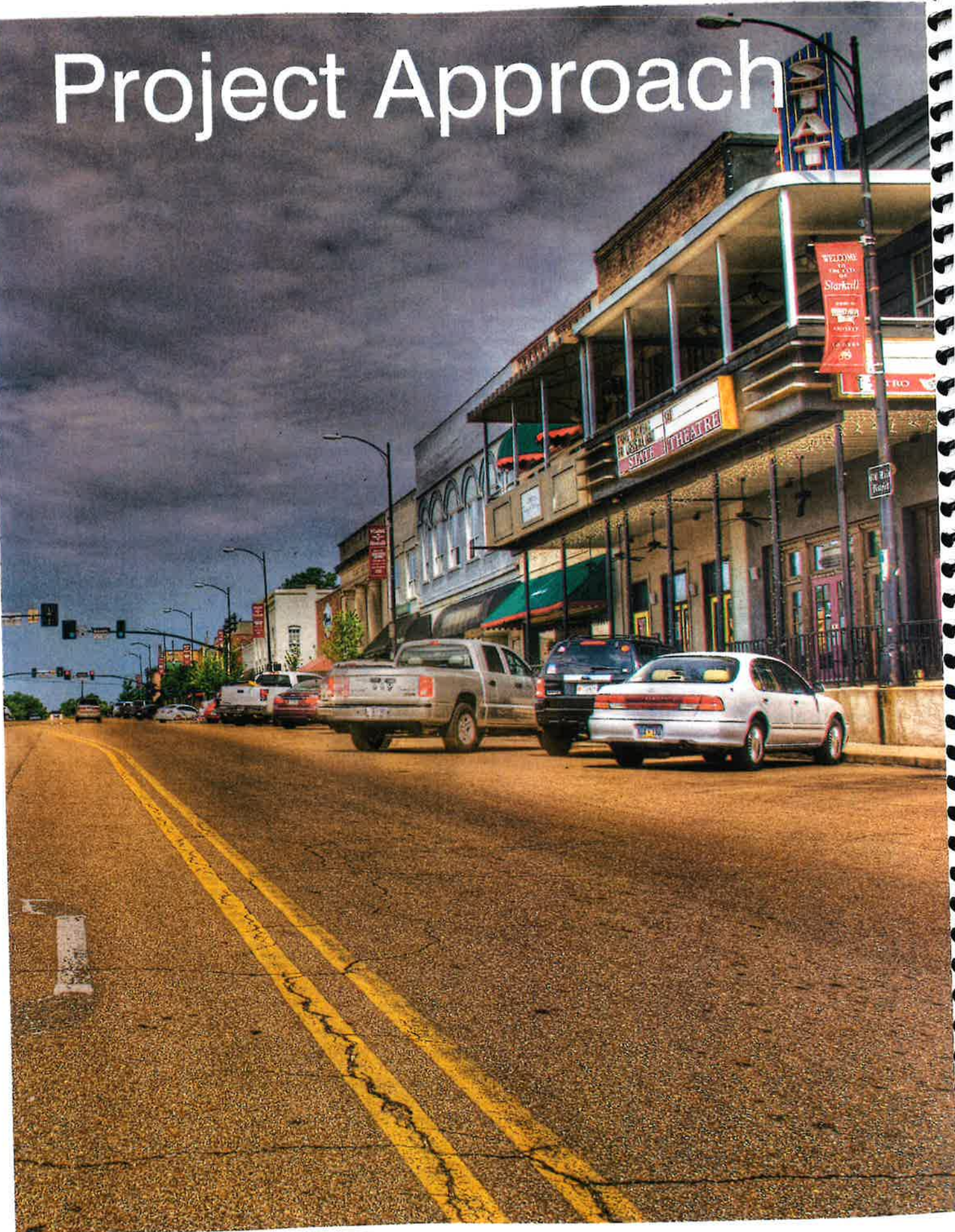
Trail Studies

Fishing Creek Trail-Georgia College & State Univ.	
Milledgeville, GA	2.5 mi
Rottenwood Creek Trail Study Phases 1 & 2	
Marietta, GA	10 mi
South Orleans to Orleans Trail Study	
Orleans, MA	2.6 mi
Somerville Community Path Feasibility Study	
Somerville, MA	1.3 mi
Boxford Recreational Trail Study	
Boxford, MA	4.3 mi
Georgetown Recreational Path Study	
Georgetown, MA	4.5 mi

Bikepaths

Bike to the Sea Trail (Northern Strand)	
Malden/Medford/Saugus/Everett /Lynn, MA	9 mi
Emerald Necklace Bike Path	
Boston, MA	1 mi
Little Bay Bike Loop	
Fairhaven, MA	1 mi
Long Island Scenic Byway	
East Hampton - Montauk, NY	25 mi
Mill River Bicycle & Pedestrian Trail	
Stamford, CT	1 mi
Peabody Bikeway	
Peabody, MA	6.6 mi
South County Bike Path	
Narragansett - South Kingstown, RI	8
mi	
South Fork Bikeway	
Southampton - East Hampton, NY	5 mi
Tri-Community Bikeway	

Project Approach



“A city whose streets invite people to walk, bike, and sit along them also inspires people to **innovate, invest, and stay for good.**”

Janette Sadik-Khan

The **City of Starkville** is cultural hub for Central Mississippi. Starkville continues to experience redevelopment and reinvestment within the city that is creating meaningful and ‘activated’ spaces that benefit residents, visitors, and the local economy. Past planning and visioning considerations have established the need for the pedestrian placemaking enhancements to connect the urban fabric of the city. Our approach to pedestrian planning considers a multi-faceted set of considerations for opportunities, constraints, and need for the local community. By pulling these together, evaluations can analyse not just pedestrian networks, but how they will impact and influence development, economic vitality, alternative mobility, connectivity, and physical and psychological well being.

A pedestrian network can create several positive outcomes. These include:

- Improved connectivity internal to Starkville as well as external to neighboring towns.
- A revitalized sense of community with interconnecting destinations and social nodes.
- Expanded development and economic opportunities.
- A healthier community.
- Identification/Needs Analysis Equitable solutions and alternatives.

Our team understands how to leverage these opportunities with the planning process to enhance the ‘urban fabric’ of Starkville. Our design approach includes three core phases - Discovery, Framework, and Inviting Success.

Discovery – Before identifying solutions, we observe how the community lives and functions, while considering mobility, urban form, history, and people.

All of our projects begin with a kickoff meeting where we spend one to two days in the community, learning about the corridor and documenting existing conditions. This “groundtruthing” is essential for considering how the public interacts with the urban framework. Key elements we investigate are ADA accessibility, utilities and infrastructure, parking and mobility, historic patterns and urban form, and opportunities for public art and placemaking. At the conclusion of the Discovery phase, we will report our findings

to the City and a stakeholder committee. Key elements include:

- Conduct a kickoff meeting and a stakeholder meeting
- Document the current level of pedestrian and traffic mobility
- Identify access management issues on the corridor
- Validate existing ideas to review constructability, cost implications, and design ideas

Framework – As we study and gain understanding of the corridor, we planning decisions that our team will then test, evaluate, refine, and present to the City of Starkville for feedback. This includes the project planning development stage of the plans.

Once the design is validated, we will move directly into development of the more in depth planning phase. We believe this should include a second meeting with a stakeholder committee and/or a public meeting to present the updated plan. Community and staff feedback will help inform the final planning and study recommendations. Our team will begin to evaluate the projects and endeavors identified with consideration for cost, timeframe, constructability, and impact.

- Key project elements during this stage include:
- Conduct an in person meeting with city staff
- Conduct a stakeholder/public engagement meeting for review input on study
- Identify the opportunities and constraints in a comprehensive document that begins to outline the basis for the study
- Begin to provide recommendations for the projects and efforts that will move the study forward to tangible enhancements.

Inviting Success – When the vision is cast, our team will select the best methods of implementation.

The final stage of the process is finalizing a the planning study and creating a vision document that clearly outlines the needs and opportunities for Starkville’s pedestrian

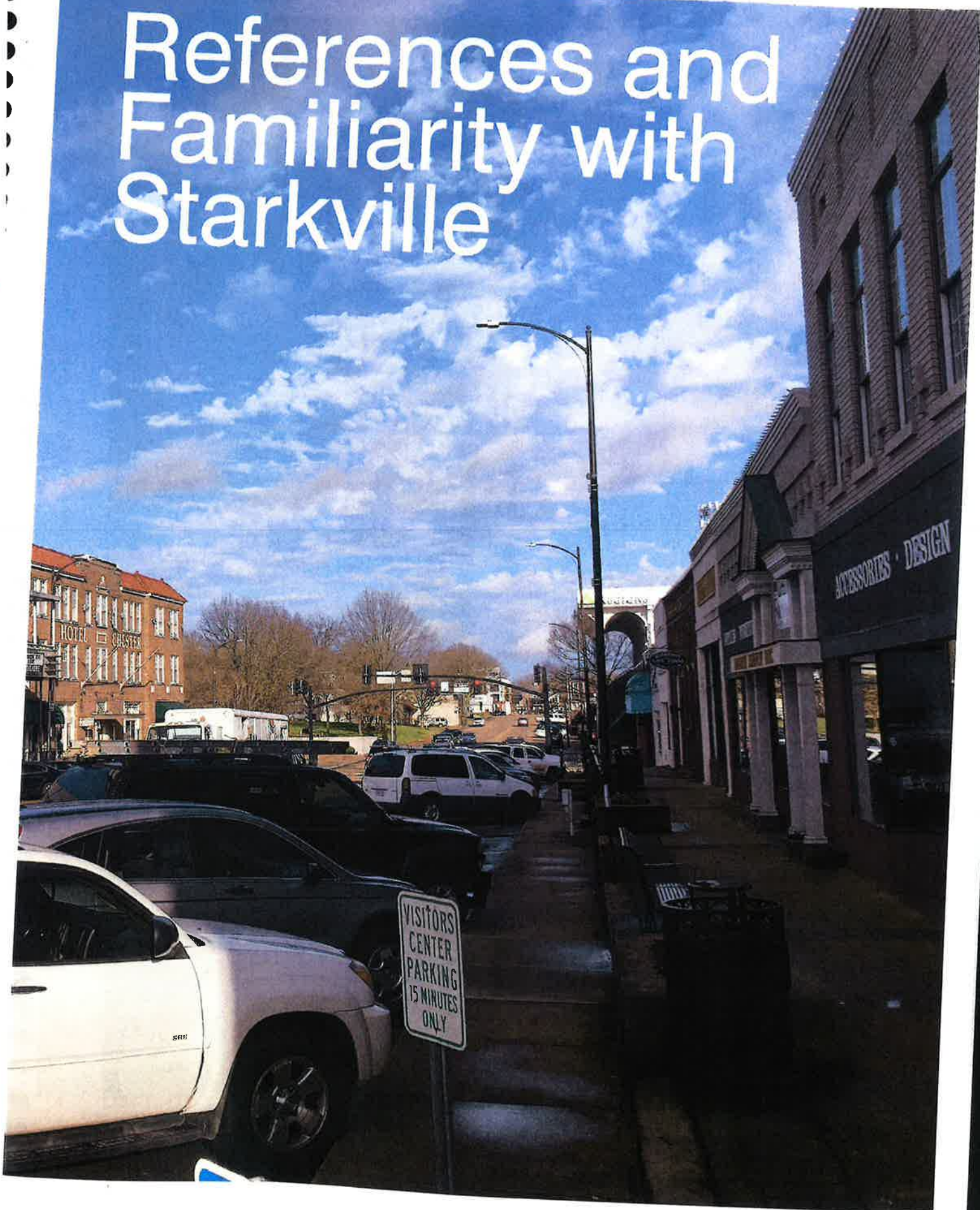
network. This document will also outline the specific identified routes and alternatives that make the most impact during a set time frame. This will also include general costs associated that can be applied to make future phasing decisions that may need additional consideration. Stantec also distinguishes itself by assisting municipalities to pursue grants, awards, and other public funding sources that may be available to implement these projects.

Perhaps most important is what happen AFTER the planning project is complete. Stantec is committed to working with the city to assess the design and construction process and the success of the project at a intervals of time that assist the fulfillment of the study's recommendation. This is something we provide to the city as a partner so that we can better understand the success of the project and key takeaways.

Key deliverables during this phase of the project include:

- Complete Vision document that the city can use as a basis for developing the pedestrian network
- Cost considerations and recommendations for particular projects.
- Funding identification
- A final public meeting and presentation
- Project assessment (once completed).

References and Familiarity with Starkville



References

City of Marietta

Daniel Cummings,
Economic Development
dcummings@mariettaga.gov
770.794.5668

Lenox Road Pedestrian Trail and Complete Street Study

Darion Dunn,
Buckhead CID
DDunn@buckheadcid.com
404.842.2693

Riverside Drive Greenway

Brad Belo,
Planner - Macon-Bibb County
bbelo@mbpz.org
478.803.0550

Familiarity with Starkville

Both John McKee and Will Wise are proud alumni of Mississippi State University, but their affection and devotion for the town that is the home of Mississippi State is just as great. John as a graduate in the 80's and Will having graduated in the 90's, have both seen an incredible trajectory of progress and change in Starkville. From the development boom to the explosion in arts and culture that has taken place, in some ways Starkville would be virtually unrecognizable to the bright-eyed students that John and Will used to be. But in many ways, all the progress that John and Will have kept a keen eye on and certainly enjoyed in their many trips back seemed to be bubbling beneath the surface even back then. It was a matter of time before the talent and energy that always existed in Starkville gave rise to the renowned restaurants, vibrant festivals and varied amenities that we know and enjoy today. Still, it took visionary leaders and men and women with foresight to help guide and push ever further toward the Starkville we know it can be. To see steps continued to be taken, as evidenced by this exciting project, is heartening for all of us who know and love Starkville.



Statement of Availability

Staff Resources and Capability

Our project manager and the main point of contact for this project will be John McKee in the Jackson, Mississippi office, however much of the work will take place in conjunction and coordination with John from the Atlanta office. Our Bike/Ped Lead, Joel Mann is also located in Atlanta. With John McKee at the ready, and the horsepower we can generate from the Atlanta office, we are able to respond quickly to the Starkville's needs, including arranging meetings as needed. Our local knowledge will also help to advance our team in early discussions with stakeholders and advisory members.

At Stantec, we focus on design integrity at all phases of the project. Our team has worked with and understands the dynamics of a public process that works with a broad set of stakeholders to make the study's final outcomes clear and legible. This institutional knowledge strengthens the design integrity throughout the planning and design process.

Stantec Offices are Integrated and Work Seamlessly Together

At Stantec, we focus on design integrity at all phases of the project. Our team has worked with and understands the dynamics of a public process that works with a broad set of stakeholders to make the study's final outcomes clear and legible. This institutional knowledge strengthens the design integrity throughout the planning and design process.

Design with community in mind

We're active members of the communities we serve. That's why at Stantec, we always design with community in mind.

We collaborate across disciplines and industries to bring buildings, energy and resource, and infrastructure projects to life. Our work—professional consulting in planning, engineering, architecture, interior design, landscape architecture, surveying, environmental sciences, project management, and project economics—begins at the intersection of **community**, **creativity**, and **client relationships**.

Since 1954, our local strength, knowledge, and relationships, coupled with our world-class expertise, have allowed us to go anywhere to meet our clients' needs in more creative and personalized ways. With a long-term commitment to the people and places we serve, Stantec has the unique ability to connect to projects on a personal level and **advance the quality of life in communities** across the globe. Stantec trades on the TSX and the NYSE under the symbol STN.



Average of 5

PROFESSIONAL PROPOSALS
City of Starkville
BICYCLE/PEDESTRIAN MASTER PLAN

NAME	Previous Projects (20 MAXIMUM)	Environmental (20 MAXIMUM)	Public Engagement (20 MAXIMUM)	Equity/Community Engagement (20 MAXIMUM)	Capacity/Timeline (20 Maximum)	TOTAL 100 MAXIMUM
Neel Schaffer						89
Stante						81
Kimley Horn						90

Selection will be based on the following Criteria:

1. Precedent experiences in completing similar scopes of work including rail trail projects and other comparable types of greenway development.
2. Experience and expertise in environmental and energy efficiency design issues.
3. Experience in soliciting feedback from the general public through various engagement practices such as focus groups, public input sessions, online/social media surveys and more.
4. Experience and expertise in equity and community engagement.
5. Capacity and capability of the firm(s) to start and complete the project in a timely manner.
6. Fee Structure.

Scope of Services

While the final scope of work will be crafted upon selection of the consultant, the City anticipates a scope that will include the following:

1. Coordination
 - a. Coordinate a kick-off meeting with City officials and grant partners and follow up meetings, as necessary.
 - b. Participate in regular meetings of grant partners, at a minimum of once per month during the grant period.
 - c. Confer with City officials as required.
2. Analysis and Design



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

AGENDA ITEM DEPT.: Police
AGENDA DATE: 1/7/2020
PAGE: 1 of 3

SUBJECT: Discussion and consideration to allow Cpl. Scott Lomax & Cpl. Chris Jackson to attend AFT NIBIN training, in Huntsville AL, at a total cost not to exceed \$600.00

AMOUNT & SOURCE OF FUNDING
Training 001-230-690-552

FISCAL NOTE:

AFT NIBIN Training	Free
Hampton Inn paid via City of Starkville Visa Card	\$562.00

AUTHORIZATION HISTORY:
N/A

REQUESTING
DEPARTMENT: Starkville Police Department

DIRECTOR'S
AUTHORIZATION: Chief Mark Ballard

FOR MORE INFORMATION CONTACT: Starkville Police Department 662-323-4131

SUGGESTED MOTION:

Move approval to allow Cpl. Scott Lomax & Cpl. Chris Jackson to attend AFT NIBIN training, in Huntsville AL, at a total cost not to exceed \$600.00

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

AGENDA ITEM DEPT: Human Resources

AGENDA DATE: December 17, 2019

Page: 1-10

SUBJECT:

Consideration and approval of the restructuring of the Police Department.

AMOUNT & SOURCE OF FUNDING:

Please see the attached data and information sheet (Table 1.) for additional details.

Current Title	Current Salary	Proposed Title	Proposed Salary	Difference	FICA	Retirement	Budget Addition	Total January 2020	Total April 2020	Effective Date
CAPTAIN	\$69,322.71	ASSISTANT CHIEF	\$74,500.00	\$5,177.29	\$396.06	\$900.85	\$6,474.20	\$4,855.65	\$0.00	January 10, 2020
LIEUTENANT	\$57,688.80	CAPTAIN	\$67,303.60	\$9,614.80	\$735.53	\$1,672.98	\$12,023.31	\$0.00	\$6,011.65	April 10, 2020
LIEUTENANT	\$57,688.80	CAPTAIN	\$67,303.60	\$9,614.80	\$735.53	\$1,672.98	\$12,023.31	\$0.00	\$6,011.65	April 10, 2020
SERGEANT	\$49,281.44	LIEUTENANT	\$57,688.80	\$8,407.36	\$643.16	\$1,462.88	\$10,513.40	\$0.00	\$5,256.70	April 10, 2020
CORPORAL	\$41,500.16	SERGEANT	\$49,281.44	\$7,781.28	\$595.27	\$1,353.94	\$9,730.49	\$0.00	\$4,865.25	April 10, 2020
CORPORAL	\$41,500.16	SERGEANT	\$49,281.44	\$7,781.28	\$595.27	\$1,353.94	\$9,730.49	\$0.00	\$4,865.25	April 10, 2020
Admin Assistant	\$37,500.00	Executive Admin	\$40,500.00	\$3,000.00	\$229.50	\$522.00	\$3,751.50	\$2,813.63	\$0.00	January 10, 2020
Admin Assistant	\$0.00	Records Clerk	\$39,312.00	\$39,312.00	\$3,007.37	\$6,840.29	\$49,159.66	\$36,869.74	\$0.00	January 10, 2020
LIEUTENANT	\$57,688.80	Eliminate	\$0.00	-\$57,688.80	-\$4,413.19	-\$10,037.85	-\$72,139.84	\$0.00	-\$36,069.92	April 10, 2020
	\$412,170.87		\$445,170.88	\$33,000.01	\$2,524.50	\$5,742.00	\$41,266.51	\$44,539.02	-\$9,059.42	

FISCAL NOTE:

Budgeted from line item # 001-201-440-108

AUTHORIZATION HISTORY:

Over the last several years, the Police Department has experienced a significant reduction in our workforce due to normal attrition, retirements and officers seeking other opportunities. Our commitment to providing professional law enforcement services have not changed, but we recognize that our allocation of resources must adapt to meet our current staffing challenges. Upon the appointment of the new Chief of Police (Mark Ballard), his goal is to focus on continued success of the department through strategies and structure of the organization. This restructure is intended to unravel the possible ways of positioning the Police force for effective service and delivery through strategic restructuring.

In an effort to maximize available resources and continue providing high quality law enforcement services to the City, the Chief has completed a strategic restructure to prioritize core services and ensure the services provided are effective and efficient.

REQUESTING DEPARTMENT:

Starkville Police Department

DIRECTOR'S AUTHORIZATION:

Mark Ballard, Chief of Police

FOR MORE INFORMATION CONTACT:

Mark Ballard, Chief of Police or Nav Ashford, Human Resources Director

SUGGESTED MOTION

Move approval of the restructuring of the Police Department and approve the job descriptions as presented.

Report

Date: December 17, 2019

To: Mayor Spruill and Members of the Board

From: Mark Ballard, Police Chief and Nav Ashford, Human Resources Director

Subject: Reorganization of the Police Department Departments

Summary

Public safety is the highest priority for the Starkville Police Department. As Chief, Mark Ballard is focused on restructuring and organization with priorities of managerial effectiveness, increasing patrolling capabilities, and increasing retention. The Human Resources Director and the Chief of Police have developed the following proposal to focus on supervisory ratios, administration and command, and overall efficiency in the Starkville Police Department's (SPD).

Our review identified an overall well-managed agency; however, opportunities to enhance efficiency exist, but as we note throughout our report, the decisions are part of a larger strategic vision.

The restructuring adds a position of Assistant Chief of Police; adds a position of Record Clerk; redesigning of patrol zones; reestablishing reserve officers; eliminating a Lieutenant position; and would require a promotion process.

Background

The SPD has three major zones that drive staffing requirements for patrol division with the central zone being listed as having the highest call ratios. These zones were created in the 1980's. Each zone has a mandatory staffing requirements. Additionally, the department is undergoing ever-increasing call volumes. These higher number of calls for services, expanding special events, and grant details are major contributors for overtime and an underlying factor of retention. Additionally, higher volume of calls drive more reactionary policing; thus, complaints arise from failure to address effective areas of concerns. This presents an image that the police are aware and simply are doing nothing to address the problems or concerns of citizens. This is a byproduct of a smaller patrol division.

The organizational structure of the SPD could be refined to capture efficiencies. Realignment would help reduce operational inefficiencies that exist within the organizational structure. A realignment would improve and establish a clear chain of command, increase numbers of personnel within the components of patrol and investigation bureaus, and establish stronger management of grants.

One of the strongest opportunities to improve SPD services is to make supervisory staffing more consistent across the Department. While the overall ratio of Sergeants to officers by unit shows significant disparities (e.g., one sergeant for two officers, compared to the patrol average of one sergeant for seven officers). The supervisory ratios do not reflect actual tasking, day-to-day engagement and requirements of the supervisors throughout the SPD. Patrol has the most contact with the public and, therefore, experiences increased risk associated with constitutional policing decisions, including use of force, arrest decisions and public contact. This unit has the strongest need for additional personnel.

Strategic Recommendations

The SOG unit is a unit that currently consists of animal control officers, motor cycle officers, DUI enforcement officers, grant officer, and training, which is currently working as a specialized unit within patrol division. Staffing allocation revealed the need for stronger efforts to be placed on operations and investigative units. These are the units encountering high call volumes and have the highest of manpower needs. This unit currently has 6 front-line officers with a corporal, sergeant, and a lieutenant acting as a

chain of supervision. Other units have a much higher number personnel required for supervision especially at the lieutenant level.

Recommendations for SOG

Animal Control. Transfer the Animal Control Unit into the Community Outreach Program (C.O.P) to leverage the engagement of the C.O.P, as well as to ensure strategic use of the Animal Control for public outreach and education. A formal strategic plan for community outreach and engagement would drive continued success for the City and the SPD.

Motor Cycle Unit. Transfer the Motor Cycle Units into patrol division with the corresponding day shifts. These units will operate under the day shift supervisor. They will assist in supplementing the growing operational needs within patrol division and allow for an everyday dedicated traffic enforcement.

Grant Officer. Grants requirements change often within public safety. These changes require organizational commitment and performance measures. Transfer the Grant Officer under the command of the proposed Assistant Chief position. This action would allow for grants, resource planning, and grant support to move within command levels and advance grant management with the strategic planning of the department.

Training. This is a unit being operated by a sergeant and its responsibilities correspond with the rank. Training tasks will be transferred to the Administrative Division. This transfer will require simply the changing of supervisors at the lieutenant level.

Lieutenant of Special Operations. This position was originally designed for higher level writing of grants and to assist with special events management. These two major elements are now being administered by other personnel within the department. This position will be eliminated and personnel repositioned within the organizational structure.

Recommendations for Management

Assistant Chief. The need to effectively communicate and manage resources during a crisis situation is of vital importance to any organization, especially police departments. Someone must be in charge and priorities must be established in the absence of the Chief of Police. Direction and control is essential in order to avoid conflict, confusion, and establish order out of chaos. These decisions often carry a great weight of liability. Adding an Assistant Chief of Police to the command structure addresses these issues. Additionally, this position will improve internal management to ensure goals are being met in a timely manner and as efficiently as possible. These needs will increase with potential growth of the department.

Records Clerk. This position is needed in order to improve customer service concerning processing reports, taking reports, signing affidavits, court records, and cash flow accountability. Taking reports at the station allows for officers in the field to remain in the field thus decreasing emergency response times.

Reserve Police Department

Part-time Officers/ Reserve Officers. In order to balance community needs with fiscal constraints, many departments have turned to reserve or part-time officers to complement full-time sworn personnel. Special events and game-day operations constitute a large component of SPD overtime costs. Implementing a reserve police force is important for reducing overtime, assisting in surging manpower needs during critical incidents, and expanding community outreach. Additionally, this reserve force can serve as a training ground for potential police recruits, which can serve as a highly effective mechanism to evaluate potential employees. Law enforcement is a very demanding career and requires a rigorous selection process.

Central 2 Zone. With the increase in patrol personnel, the central zone will be divided into 2 new areas. This restructuring will allow for faster response times, a stronger presence, and increase patrol capabilities.

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    COP[Chief of Police] --> AM[Accreditation Manager]
    COP --> SSTP[SST Payroll]
    COP --> PIO[Public Information Officer]
    COP --> IAO[Internal Affairs Officer (PT)]
    COP --> OC[Operations Captain]
    COP --> AC[Administrative Captain]

    OC --> PL1[Patrol Lieutenant]
    OC --> SOL[Special Operations Lieutenant]
    OC --> PL2[Patrol Lieutenant]

    PL1 --> PSA[Patrol Sergeant A - DAYS]
    PL1 --> PSB[Patrol Sergeant B - NIGHTS]

    PSA --> C1[Corporal]
    PSA --> PO1_1[Patrol Officer]
    PSA --> PO1_2[Patrol Officer]
    PSA --> PO1_3[Patrol Officer]
    PSA --> PO1_4[Patrol Officer]
    PSA --> PO1_5[Patrol Officer]
    PSA --> R1[Rookie]

    PSB --> POB_1[Patrol Officer+]
    PSB --> POB_2[Patrol Officer]
    PSB --> POB_3[Patrol Officer]
    PSB --> POB_4[Patrol Officer]
    PSB --> POB_5[Patrol Officer]

    SOL --> GCSI[Grants/CSI]
    SOL --> DUI[DUI Officer]
    SOL --> DUI2[DUI Officer]
    SOL --> AC1[Animal Control]
    SOL --> AC2[Animal Control]
    SOL --> MIL1[Military]
    SOL --> R2[Rookie]

    GCSI --> MC1[MC Officer]
    GCSI --> MC2[MC Officer]
    GCSI --> RO1[Reserve Officer]
    GCSI --> RO2[Reserve Officer]
    GCSI --> MIL2[Military]

    PL2 --> PSSC[Patrol Sergeant C - DAYS]
    PL2 --> PSSD[Patrol Sergeant D - NIGHTS]

    PSSC --> C2[Corporal]
    PSSC --> PO2_1[Patrol Officer]
    PSSC --> PO2_2[Patrol Officer]
    PSSC --> PO2_3[Patrol Officer]
    PSSC --> PO2_4[Patrol Officer]
    PSSC --> PO2_5[Patrol Officer]
    PSSC --> R3[Rookie]

    PSSD --> C3[Corporal]
    PSSD --> PO3_1[Patrol Officer]
    PSSD --> PO3_2[Patrol Officer]
    PSSD --> PO3_3[Patrol Officer]
    PSSD --> PO3_4[Patrol Officer]
    PSSD --> PO3_5[Patrol Officer]
    PSSD --> R4[Rookie]

    AC --> SSTAdmin[SST Administration]
    AC --> AL[Administrative Lieutenant]
    AC --> IL[Investigative Lieutenant]

    SSTAdmin --> AS[Administrative Sergeant]
    SSTAdmin --> COSP[C.O.P. Sergeant]

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    AC --> AdminCap[Administrative Captain]
    AC --> RC[Reserve Captain]
    
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    PL1 --> PS1[Patrol Sergeant]
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    PS1 --> C1[Corporal]
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    PS1 --> PO3[Patrol Officer]
    PS1 --> PO4[Patrol Officer]
    PS1 --> R1[Rookie]
    PS1 --> MO1[MC Officer]
    
    PS2 --> PO5[Patrol Officer]
    PS2 --> PO6[Patrol Officer]
    PS2 --> PO7[Patrol Officer]
    PS2 --> PO8[Patrol Officer]
    PS2 --> DO1[DUI Officer]
    
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    PS4 --> C3[Corporal]
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    PS4 --> PO15[Patrol Officer]
    PS4 --> PO16[Patrol Officer]
    PS4 --> R3[Rookie]
    PS4 --> DO2[DUI Officer]
    
    AdminCap --> AA[Administrative Assistant]
    AdminCap --> AL[Administrative Lieutenant]
    AdminCap --> IL[Investigative Lieutenant]
    
    AL --> AS[Administrative Sergeant]
    AL --> COS[\"C.O.P. Sergeant\"]
    AL --> TS[Training Sergeant]
    
    AS --> AE[Admin/Evidence]
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CITY OF STARKVILLE JOB DESCRIPTION

Title: Assistant Police Chief
Reports to: Police Chief
Date Prepared: November 19, 2019

Department: Police Department
Classification: Exempt, Salary Grade 17
Approved by Board: _____

GENERAL POSITION SUMMARY:

The Assistant Police Chief is responsible for supervisory and administrative activities of the Police Department. In the absence of the Chief, may be asked to command the department.

Work also involves administrative and operations command police work of a difficult and complex nature in directing the activities of the Operations Division or the Administrative Division of the Department. While work is performed under policies, directives and management of the Police Chief, considerable independent judgment and discretion must be exercised.

ESSENTIAL JOB FUNCTIONS:

- Coordinates activities of Commanders, Lieutenants, Sergeants and non-sworn managers and supervisors; reviews departmental activities with respect to overall goals and makes necessary recommendations.
- In absence of Chief, if assigned, assumes command of department.
- Assists Chief in the development, administration and review of the departmental budget and exercises control over expenditures. Evaluates the need for and recommends the addition of new personnel, materials and equipment.
- Identifies goals and direction for departmental programs. Works closely with subordinates to direct, supervise and review program activities through written reports or personal observation.
- Assists with the development and implementation of departmental policy and administrative rules and regulations governing personnel, standards of performance, operating procedures and other activities. Reviews adherence to policies through written reports or personal observation.
- Participates in more serious or non-routine criminal investigations. Works closely with other law enforcement and related agencies at the county, state and federal level.
- Enforce all applicable State and Federal laws, municipal ordinances, and Departmental Policy.
- Meets with civic groups, news media, and other groups to discuss police department goals, activities, and programs.
- Maintains an open door policy with departmental personnel; provides a management environment which facilitates achieving departmental goals through employee involvement.
- Perform other duties as assigned or directed.

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of budgetary development, administration and control.
- Knowledge of principles, practices and techniques in modern law enforcement administration.
- Knowledge of community profile, including special area needs.
- Skill in dealing with the public, news media and citizens groups.
- Skill in administration of employer/employee relations.
- Skill in the use of a personal computer and various applications programs.
- Ability to communicate orally and in writing. Ability to understand and follow oral and written instructions.
- Ability to work independently and as part of a team.
- Ability to keep complete and accurate records.
- Ability to maintain a professional attitude.

EDUCATION AND/OR EXPERIENCE REQUIRED:

- Bachelor's Degree with major coursework in Criminal Justice, Public Administration or a related field from a college or university accredited by a regional accrediting agency recognized by the U.S. Department of Education. A combination of equivalent education and experience likely to provide the required knowledge and abilities may be considered.
- At least ten (10) years of experience in the field of law enforcement and progressive supervisory experience to include at least five (5) years upper level police management; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job as listed above.
- Must possess a valid Mississippi Driver's License and acceptable MVR.

PREFERRED QUALIFICATIONS AND EXPERIENCE:

- Possession of a Master's degree in an appropriate field is desirable or Graduation from the FBI National Academy or similar specialized law enforcement training.

WORKING ENVIRONMENT AND PHYSICAL DEMANDS:

Environment: Work may be performed in an office setting or in the field, and may require the operation of a vehicle during the course of the work day to conduct field operations, respond to emergency situations, or attend meetings in a variety of weather conditions and in emergency situations. Work exposes the employee to extreme heat/cold weather and life threatening conditions. Protective equipment such as bullet-proof vest, nightstick, and a weapon are worn.

Physical: Office work is usually sedentary with occasional walking, reaching, bending, lifting and carrying objects under 60 pounds, and requires the ability to sit for extended periods of time and to perceive and/or discriminate colors, sounds, depth, and texture. Field work may require extended periods of sitting or standing, and the regular performance of heavier physical tasks such as walking over rough or uneven surfaces, bending, stooping, crouching, squatting, kneeling, and working in restricted and/or confined spaces. Work also involves physical agility to restrain and/or detain individuals.

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 JOB DESCRIPTION

Title: Executive Admin Assistant
Reports to: Director
Date Prepared: November 19, 2019

Department: Police Department
Classification: Exempt, Salary Grade 13
Approved by Board: _____

GENERAL POSITION SUMMARY:

The Executive Admin Assistant to the Police Chief will provide executive support in a one-on-one working relationship with the Police Chief and serve as the primary point of contact for internal and external constituencies on all matters pertaining to the Police Chief. May be required to work additional hours in support of the administration of the Police Department.

ESSENTIAL JOB FUNCTIONS:

- Provide comprehensive support services to the Chief and to the senior command staff as assigned.
- Ensure a professional, responsive and effective experience with the department for all contacts.
- Provide calendar management assistance to and plan, coordinate, and ensure the Chief's schedule is followed and respected.
- Prioritize inquiries and requests while troubleshooting conflicts; make judgments and recommendations to ensure smooth day-to-day engagements.
- Research, prioritize, and follow up on incoming issues and concerns addressed to the Chief, including those of sensitive or confidential nature, determining an appropriate referral or response.
- Provide communication between the Chief's office and internal departments and/or external organizations/individuals; demonstrating leadership to maintain credibility, confidentiality, trust and support.
- Answer and route phone calls, mail, and e-mail messages, and handle a broad range of information dissemination. Schedule and organize complex activities such as meetings, travel, conferences and department activities.
- May handle various, specially assigned administrative activities as designated by the Chief including facilitating projects, programs, research, or report preparation including drafting acknowledgement letters, personal correspondence and other tasks that facilitate the Chief's ability to effectively lead the department.
- Establish and/or maintain complex filing systems, control records and indexes including departmental personnel and internal affairs files.
- Provide leadership to build relationships crucial to the success of the department and manage a variety of special projects for the Chief, including some with organizational impact.
- Record time and assist with payroll preparation for various police employees.
- Prepare and generate documents to the Board for approval.
- Perform other duties as assigned or directed.

KNOWLEDGE, SKILLS AND ABILITIES:

- Ability to use independent judgment to plan, prioritize and organize diversified workload.
- Strong written and verbal communication skills.
- Strong organizational skills that reflect ability to perform and prioritize multiple tasks seamlessly with excellent attention to detail.
- Very strong interpersonal skills and the ability to build relationships with stakeholders, including staff, City Council, community members, etc.
- Demonstrated proactive approaches to problem-solving with strong decision-making capability.
- Ability to be extremely effective on teams and independently.
- Proven ability to handle confidential information with discretion.
- Be adaptable to various competing demands and demonstrate the highest level of customer service and response.
- Demonstrated ability to achieve high performance goals and meet deadlines in a fast-paced environment.
- Relate and work effectively with people from diverse cultural, economic and ethnic backgrounds.

- Proficient in Microsoft Office (Outlook, Word, Excel, and PowerPoint).

EDUCATION AND/OR EXPERIENCE REQUIRED:

- Associate's Degree with major coursework in Criminal Justice, Business Administration or a related field from a college or university accredited by a regional accrediting agency recognized by the U.S. Department of Education. A combination of equivalent education and experience likely to provide the required knowledge and abilities may be considered.
- At least five (5) years of experience as an Administrative Assistant; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job as listed above.
- Must possess a valid Mississippi Driver's License and acceptable MVR.

PREFERRED QUALIFICATIONS AND EXPERIENCE:

- Possession of a Bachelor's degree in an appropriate field is desirable.

WORKING ENVIRONMENT AND PHYSICAL DEMANDS:

Environment: Work is performed in an office environment and involves everyday risks or discomforts which requires normal safety precautions.

Physical: Work is essentially sedentary with occasional walking, standing, bending, and carrying items under 50 pounds such as books, papers, and office supplies, and file folders. Work requires the physical ability to sit in confined seating for extended periods of time, and operate a computer keyboard.

*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.*

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A drug screen is required for this position.

CITY OF STARKVILLE JOB DESCRIPTION

Title: Records Clerk
Reports to: Director
Date Prepared: November 19, 2019

Department: Police Department
Classification: Exempt, Salary Grade 12
Approved by Board: _____

GENERAL POSITION SUMMARY:

The Records Clerk will perform a wide array of advanced clerical tasks. Work involves planning, directing and organizing the overall activities of the Records Division of the Starkville Police Department.

ESSENTIAL JOB FUNCTIONS:

- Verifies information on reports submitted to Police Records; edits all police reports and makes copies.
- Research records for police personnel or other authorized individuals or agencies; assures that arrest records of offenders are forwarded to appropriate courts on a timely basis.
- May attend Municipal Court; may prepares police documents for Municipal Court; records disposition and types' disposition on arrest reports and files all documents.
- Maintain security of documents under control of Records Division.
- Classify fingerprints and reviews classifications performed by subordinates; takes fingerprints for city applicants, license applicants, and other private citizens requesting to be fingerprinted for good cause.
- Operates NCIC system, maintains a log of all criminal history request; checks criminal history, driving history, pawn shop tickets, verifies tags; records any stolen property, vehicles, or missing persons in NCIC terminal. Processes, enters, and files private property impoundment and repossession reports.
- Operates computer terminals for input and recall of police related data. Conveys information to police officers/investigators via radio; may process warrants and verifies warrants.
- Answers phone; make copies of reports for officers and general public; releases vehicles; prepares reports or supplementation reports for general public; sends notification letters to citizens concerning vehicle impoundments, may receive and record submitted evidence.
- Bills insurance companies and government agencies for payment of reports; verifies through owner or insurance company to update status of missing persons, vehicles or other articles.
- Provide back up support to assist in maintaining and processing payroll.
- Perform other duties as assigned or directed.

KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledge of police records systems and their relationship to police management operations.
- Knowledge of modern office practices, procedures, and equipment.
- Knowledge of departmental rules, regulations, procedures, and functions.
- Knowledge of NCIC rules and privacy policies.
- Strong written and verbal communication skills.
- Strong organizational skills that reflect ability to perform and prioritize multiple tasks seamlessly with excellent attention to detail.
- Demonstrated proactive approaches to problem-solving with strong decision-making capability.
- Be adaptable to various competing demands and demonstrate the highest level of customer service and response.
- Demonstrated ability to achieve high performance goals and meet deadlines in a fast-paced environment.
- Proficient in Microsoft Office (Outlook, Word, Excel, and PowerPoint).
- Ability to maintain complex and difficult clerical records and to prepare detailed reports. Proven ability to handle confidential information with discretion.

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 and experience in performing varied office support services.
- At least three (3) years of experience as an Administrative Assistant; or an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job as listed above.
- Must possess a valid Mississippi Driver's License and acceptable MVR.

PREFERRED QUALIFICATIONS AND EXPERIENCE:

- Associate's Degree with major coursework in Criminal Justice, Business Administration or a related field from a college or university accredited by a regional accrediting agency recognized by the U.S. Department of Education. A combination of equivalent education and experience likely to provide the required knowledge and abilities may be considered.

WORKING ENVIRONMENT AND PHYSICAL DEMANDS:

Environment: Work is performed in an office environment and involves everyday risks or discomforts which requires normal safety precautions.

Physical: Work is essentially sedentary with occasional walking, standing, bending, and carrying items under 50 pounds such as books, papers, and office supplies, and file folders. Work requires the physical ability to sit in confined seating for extended periods of time, and operate a computer keyboard.

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.
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A drug screen is required for this position.



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

AGENDA ITEM NO:
AGENDA DATE: December 17, 2019
PAGE: 1

SUBJECT: Request authorization to accept the lowest and best quote from LS Technologies, LLC in the amount of \$15,473.59 for the purchase and installation of security cameras at the Electric Operations Center.

AMOUNT & SOURCE OF FUNDING:

FISCAL NOTE:

AUTHORIZATION HISTORY

REQUESTING
DEPARTMENT: Utilities

DIRECTOR'S
AUTHORIZATION: Terry Kemp, General Manager

FOR MORE INFORMATION CONTACT: Terry Kemp 323-3133

SUGGESTED MOTION:

Move approval accept the lowest and best quote from LS Technologies, LLC in the amount of \$15,473.59 for the purchase and installation of security cameras at the Electric Operations Center.

Phone: 1.888.912.3151
Fax: 1.601.399.5077
Online: www.howardcomputers.com



Howard Computers
P.O. Box 1588
Laurel, MS 39441

Online Quotation

Quote No:	JB13 983112.00	Quote Date:	December 03, 2019
Customer Name:	Terry Kemp	Phone Number:	6623233133
Company Name:	Starkville Utilities	Fax Number:	
Quote Name:	Updated Camera		

Item 1

Category	Description	Qty.	Unit Price	Ext. Price
System Type:	Accessories			
1:	Dell PowerEdge T330 NVR-T-1-1-36TB - NVR - 6 x 6 TB - networked - 5U - rack-mountable (option) MPN: NVR-T-1-1-36TB	1	\$5,592.00	\$5,592.00
2:	*DS only* 8MP Omni-Multi Sensor MPN: A-427-V	2	\$964.00	\$1,928.00
3:	*DS only* Dome Camera 4MP 2.7mm-13.5mm MPN: E-47-V	10	\$330.00	\$3,300.00
4:	Advidia 8 MP 4K Bullet Camera MPN: A-88-V	8	\$399.00	\$3,192.00
5:	*DS only* E Series CAP MPN: E-A101-CAP	4	\$7.00	\$28.00
6:	*DS only* E-Series Wall Mount MPN: E-B302S-WM	4	\$21.00	\$84.00
7:	OPP 7060 Installation per SOW MPN: OPP7060 Installation	1	\$12,408.00	\$12,408.00
8:	OPP 7060 Programming per SOW MPN: OPP7060 Programming	1	\$2,549.00	\$2,549.00
9:	OPP 7060 1 Year Standard service Contract **Optional** MPN: OPP7060 SSC	1	\$3,158.00	\$3,158.00

Sub-Total:	\$32,239.00
Parts & Accessories Shipping:	Included
Taxes:	Tax Exempt
Total for Item 1:	\$32,239.00

This quote will expire January 02, 2020.
To expedite your order, please include your quote number with your Purchase Order.

Total for all pre-configured items

Sub-Total:	\$32,239.00
Parts & Accessories Shipping:	Included
Taxes:	Tax Exempt
Total:	\$32,239.00

Notes:

Pricing and availability subject to change without notice.
Packaging, Shipping, and Handling fees are not included unless specifically stated.
Prices and lease payments do not include applicable taxes.
Ship dates are approximations and are not guarantees.
Quick ship items not available in Alaska, Hawaii, or outside the United States.
Specific state laws may affect shipment of products.
If Purchaser fails to pay any invoice in full within the time quoted herein,
Seller may, without notice, accelerate the due date of all outstanding invoices
and require that all outstanding invoices, including any interest thereon, be
immediately due and payable in full.
For product return policies and information please visit: <https://www.howardcomputers.com/support/>

LS Technologies, LLC
P.O. Box 106
West Point, MS 39773
662-648-9260
lstechms@gmail.com



Estimate

ADDRESS

City Of Starkville

ESTIMATE # 1069

DATE 12/03/2019

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
12/03/2019	Uniview NVR308-64E-B-64c... CMP	Support Ultra H.265/H.265/H.264 video formats 16/32/64-channel input Third-party IP cameras supported with ONVIF conformance: Profile S, Profile G, Profile T Support 2-ch HDMI, 1-ch VGA, 1-ch CVBS, HDMI2 at up to 4K(3840x2160) resolution HDMI1/VGA and HDMI2 independent outputs provided Up to 12 Megapixels resolution recording Support RAID 0, 1, 5, 6, 10 8 SATA HDDs, Up to 10TB for each HDD Various fisheye dewarping modes for live view and playback for both web interface and	1	732.00	732.00

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
		GUI Support N+1 Hot spare Support for 12V Power output ANR technology to enhance the storage reliability when the network is disconnected Support cloud upgrade Support OSD function Support PTZ control function Support export system log Support different user authorized level Can install in rack cabinet 19"			
12/03/2019	Seagate SkyHawk 10TB Surveillance Hard Drive 256MB Cache SATA 6.0Gb/s 3.5" Internal HarST10000VX0004	Seagate SkyHawk 10TB Surveillance Hard Drive 256MB Cache SATA 6.0Gb/s 3.5" Internal Hard Drive ST10000VX0004	3	349.70	1,049.10
12/03/2019	Uniview IPC868ER-VF18-B 360 degree fisheye	Ultra wide angle lens, 360 panoramic image * Embedded infrared light, 360 fill-in light, Up to 10 m (33ft) IR distance * 2D/3D DNR (Digital Noise Reduction) Compression * Max. 4000 * 3000 resolution * Ultra265,H.265, H.264, MJPEG * Built-in microphone & speaker, two-way	2	748.50	1,497.00

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
		talk supported			
		* ROI(Region of Interest)			
		* Distortion correction supported Network			
		* ONVIF Conformance Structure			
		* Support PoE power supply			
		* Wide temperature range: -30 C to 60 C (-22 F to 140 F)			
		* Wide voltage range of 25%			
		* IK10			
		* IP66			
12/03/2019	IPC2328SBR5-DPZ	8MP VF Network IR Bullet Camera Optics Day/night functionality Optical glass window with higher light transmittance IR anti-reflection window to increase the infrared transmittance Smart IR, up to 50m (164ft) IR distance Up to 120 dB Optical WDR (Wide Dynamic Range) 2D/3D DNR (Digital Noise Reduction) Compression Ultra 265, H.265, H.264, MJPEG Triple streams ROI (Region of Interest)	8	373.50	2,988.00

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
12/03/2019	IPC3634ER3-DPZ28	9:16 corridor mode Network ONVIF Conformance Structure Support PoE power supply Wide temperature range: -35 C ~ 60 C (-31 F ~ 140 F) Wide voltage range of 25% IP67 Optics Day/night functionality Optical glass window with higher light transmittance IR anti-reflection window to increase the infrared transmittance Smart IR, up to 30m (98ft) IR distance 2D/3D DNR (Digital Noise Reduction) Compression Ultra 265, H.264, MJPEG Triple streams 9:16 corridor mode Network ONVIF Conformance Structure Support PoE power supply Wide temperature range: -40 C ~ 60 C (-40 F ~ 140 F) Wide voltage range of 25% IP67	10	180.00	1,800.00
12/03/2019	Cat 6 CMP Plenum	CAT 6, 23/4PR CAT6 CMP/FT6 1M BX WHT, Honeywell International, Inc, Honeywell Category: Genesis	4,000	0.45	1,800.00

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
12/03/2019	24-PORT BLANK KEYSTONE SHIELDED 1U PATCH PANEL	Cable, Wire & Cable, Category Wire, CAT6 Plenum UPC Code: 886618179235 24-port blank keystone shielded patch panel 1U 19" rackmount ready Use with TC- K06C6A Cat6A shielded keystone jack (sold separately) Shielded housing protects against EMI/RFI noise	1	28.50	28.50
12/03/2019	CAT6/5E 110 STYL PUNCHDN KEYSTN JACK RJ45 WH25PK	Cat6/Cat5e 110 Style Punch Down Keystone Jacks provide maximum flexibility for any UTP Ethernet environment. Ideal for Cat5e cabling environments, the jack also meets UL-certified ANSI/TIA/EIA-568- B.2-1 Permanent Link/Channel Identification Test for Category 6 cabling installations. The uniquely patterned printed circuit board construction is designed to meet CAT6 250Mhz performance, and is fully compliant with EIA/TIA CAT6 connecting hardware specifications. With its compact casing, it fits into any conventional face plate, outlet box, or panel. It also	1	83.99	83.99

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
12/03/2019	5-FT CAT6 PATCH CABLE WHITE	features dual-color coded labeling made for both 568A & 568B (258A) wiring schemes. 100 % Factory Tested , 50 Micro Inch Gold plated contacts Ultra Slim Low Profile boots for high density applications, no width wasted on boot. Backwards compatible to all lower rated category components. Constructed with (Ultra Flexible, EZ release, Snag Free Molded Strain relief) Stranded bare 24 AWG copper wire Safety: UL listed with 94V-0 rated plugs, CSA, CMG, FT4 Flame rated Available in 8 colors (Blue, Black, Green, Gray, Orange, Red, White, Yellow) Available in 7 lengths (1, 3, 5, 7, 10, 14, 25 ft)	20	3.75	75.00
12/03/2019	Misc Components	Micellaneous Hardware, Screws, Bolts ECT.	1	500.00	500.00
12/03/2019	Outside Rental	lift rental, delivery and pickup.	3	200.00	600.00
12/03/2019	General Labor	Two installers	36	120.00	4,320.00

Warranty attached to other page

TOTAL

\$15,473.59



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

AGENDA ITEM NO:
AGENDA DATE: December 17, 2019
PAGE: 1

SUBJECT: Consideration of warranty deed to purchase a 10-acre parcel of land located south of the wastewater treatment plant at the end of Sand Road from Dessie R. Hines and Bessie Burge-Tucker.

AMOUNT & SOURCE OF FUNDING: 2019 Budget

FISCAL NOTE:

AUTHORIZATION HISTORY

**REQUESTING
DEPARTMENT:** Utilities

**DIRECTOR'S
AUTHORIZATION:** Terry Kemp, General Manager

FOR MORE INFORMATION CONTACT: Terry Kemp 323-3133

SUGGESTED MOTION:

Move approval of warranty deed to purchase a 10-acre parcel of land located south of the wastewater treatment plant at the end of Sand Road from Dessie R. Hines and Bessie Burge-Tucker.

PREPARED BY/ RETURN TO:

**Mitchell, McNutt & Sams
Attn: Christopher J. Latimer
P. O. Box 1366
Columbus, MS 39703
662-328-2316
MSB # 101549**

INDEXING INSTRUCTIONS:

**The West ½ of the West ½ of the Southwest ¼ of the Northwest ¼, Section 22, Township 22 North,
Range 14 East, Oktibbeha County, Mississippi**

(Space above this line reserved for recording information)

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**STATE OF MISSISSIPPI
COUNTY OF OKTIBBEHA**

WARRANTY DEED

In consideration of the sum of Ten and 00/100 Dollars (\$10.00), cash in hand paid, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the undersigned, DESSIE R. HINES, formerly known as Dessie R. Powell, 1845 West Forrest Street, Davenport, Iowa, (563) 326-3117 and BESSIE TUCKER, 1615 Tanglefoot Lane, Bettendorf, Iowa 52722, (563) 355-2135, as "GRANTORS", do by these presents hereby grant, bargain, sell, convey and warrant all their right title and interest unto CITY OF STARKVILLE, MISSISSIPPI FOR THE STARKVILLE UTILITIES DEPARTMENT, 200 N. Lafayette Street, Starkville, MS 39759, (662) 323-3133 as "GRANTEE, the following described real property, lying and being in Oktibbeha County, Mississippi, to-wit:

West one-Half of the West One-Half of the Southwest Quarter of the Northwest Quarter of
Section 22, Township 18 North, Range 14 East, containing Ten (10) acres, more or less.

The Grantors herein warrant that the above described property is the same property as conveyed to Paris Gore and wife, Rosie Gore by that certain Warranty filed for record in Book 527 at Page 168 in the land records of Oktibbeha County, Mississippi. It is further warranted by the Grantors that Paris Gore died on or about May 3, 2002 in Columbus, Mississippi and Rosie Gore died on or about February 24, 2006 in Davenport, Iowa. Grantors herein warrant that they are the sole and only heirs at law of Paris Gore and Rosie Gore.

WITNESS the signatures of the Grantors on the dates herein acknowledged.

DESSIE R. HINES
FORMERLY KNOWN AS DESSIE R. POWELL

BESSIE TUCKER

WITNESS MY SIGNATURE this the ____ day of _____, _____.

DESSIE R. HINES
FORMERLY KNOWN AS DESSIE R. POWELL

STATE OF _____
COUNTY OF _____

PERSONALLY appeared before me, the undersigned authority in and for said county and state, within my jurisdiction, the within named DESSIE R. HINES, FORMERLY KNOWN AS DESSIE R. POWELL, who acknowledged that she signed, executed and delivered the above and foregoing instrument as her own act and deed and for the purposes therein stated.

GIVEN under my hand and official seal on this ____ day of _____, _____.

NOTARY PUBLIC

My Commission Expires:

WITNESS MY SIGNATURE this the ____ day of _____, _____.

BESSIE TUCKER

STATE OF _____
COUNTY OF _____

PERSONALLY appeared before me, the undersigned authority in and for said county and state, within my jurisdiction, the within named BESSIE TUCKER, who acknowledged that she signed, executed and delivered the above and foregoing instrument as her own act and deed and for the purposes therein stated.

GIVEN under my hand and official seal on this ____ day of _____, _____.

NOTARY PUBLIC

My Commission Expires:



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

AGENDA ITEM NO:
AGENDA DATE: December 17, 2019
PAGE: 1

SUBJECT: Request authorization for the City of Starkville to enter into a Wastewater Service contract between EdR College View MS, LLC, Mississippi State University and the City of Starkville.

AMOUNT & SOURCE OF FUNDING: 2019 Budget

FISCAL NOTE:

AUTHORIZATION HISTORY

**REQUESTING
DEPARTMENT:** Utilities

**DIRECTOR'S
AUTHORIZATION:** Terry Kemp, General Manager

FOR MORE INFORMATION CONTACT: Terry Kemp 323-3133

SUGGESTED MOTION:

Move approval for the City of Starkville to enter into a Wastewater Service contract between EdR College View MS, LLC and Mississippi State University and the City of Starkville.

WASTEWATER SERVICE CONTRACT
Between
Mississippi State University, City of Starkville, and
EdR College View MS, LLC

This contract made and entered into this 1st day of August, 2019, between **EdR College View MS, LLC** (hereinafter referred to as "Customer"), and **Mississippi State University and the City of Starkville, Mississippi** (both hereinafter referred to as "Owner").

WHEREAS the Customer is a Delaware limited liability company and requires access to a wastewater treatment facility for Customer's facility at 385 College View Street, Starkville, Mississippi 39759;

WHEREAS the Customer and the Owner desire to enter into a contract, under the terms of which the Customer will utilize the Owner's facilities for transportation, treatment, and disposal of domestic wastewater generated by the Customer;

NOW, THEREFORE, in consideration of the premises and the mutual agreements set forth, the parties agree as follows:

1. **Point of Delivery:** The Customer is responsible for all new construction of facilities required for a complete sanitary sewer collection system to the point of delivery into Owner's system.
2. **Quantity:** To receive the Customer's wastewater at the point of delivery during the term of this Agreement or any renewal or extension thereof, the quantity of Owner's wastewater shall not exceed **5,585,000** gallons per month. In the event Owner's wastewater exceeds such quantity without the express written approval of the Owner, this Agreement may be terminated at the will of the Owner with 90 days written notice to Customer. Customer understands and agrees that excessive flow and infiltration of storm water into the Customer's system will result in delivery of wastewater to the Owner that will adversely affect the biological wastewater treatment process utilized by the Owner. Customer further understands and agrees that Customer is subject to enforcement action by the Owner to reduce inflow and infiltration of storm water into the Customer's system, even if such quantities are within the maximum quantity limits allowed by this agreement. The failure of Customer to respond to such an enforcement action shall constitute a breach of this agreement.
3. **Point of Delivery Metering Options:** In order for Owner to determine monthly wastewater usage for billing purposes, the Customer may elect one of the following options:
 - a. The Customer agrees to allow the City of Starkville Utilities Department to provide the monthly water usage from the City's metering system to

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Mississippi State University to determine the monthly cumulative wastewater quantity for which Customer will be billed; or

- b. The Customer agrees to furnish, install, operate and maintain at its own expense the required metering, meter house and standard necessary devices to provide a **single metering point** at the Point of Delivery for the purpose of determining monthly wastewater billing to the Customer. The metering equipment used by Customer shall meet the specification of the Owner and be compatible with the Owner's radio monitoring system. Customer shall also bear the cost of having its metering equipment input into the Owner's radio monitoring system. Customer also agrees to recalibrate such metering equipment whenever requested by Owner. The Customer may, upon approval of Owner, install metering equipment on the whole building domestic water feed in lieu of wastewater metering equipment provided that the water metering equipment complies with all sections of this agreement and provides an accurate representation of the wastewater volumes delivered into the Owner's system at the Point of Delivery. The metering point shall be readily visible and may not be located within any enclosure requiring key access. Customer shall provide and maintain suitable and safe means of access (walkway, steps, etc.) to the metering point. Construction plans and specification for any facilities required to deliver and meter wastewater to the Owner's system shall be approved by the Owner prior to construction. These documents will be marked "Approved" by the Owner, and attached to and made a part of this Contract.
4. **Rate/Billing:** The Customer agrees to pay and Mississippi State University will bill Customer each month on a per 1,000 gallons rate. Currently, the rate is **\$3.23** per 1,000 gallons of wastewater. This rate may be adjusted as necessary to cover Owner's expenses and to represent a fair market value in accordance with state law. Customer is responsible for providing an up-to-date billing address. Any amount unpaid after due date specified on the bill may be subject to additional charges. Upon further nonpayment, service may be discontinued upon five days' written notice to Customer. If Customer's metering device is out of service, billing will be based on the highest monthly usage of the prior twelve months and will continue as such until meter is repaired and proven to be accurate.
5. **Customer's Facilities/Connection:** All of Customer's wastewater system materials and installation, including residential/commercial collection, shall be in accordance with "Water and Wastewater Specification for the City of Starkville", prepared by the City's Department of Public Works. The Owner reserves the right, but shall not be obligated, to appoint inspectors to follow the progress of the work, with authority to deny connection or use of system components not in accordance with this contract and/or the approved construction plans and specifications. Acceptance or approval by the inspector shall in no event be deemed to constitute final acceptance of same by the Owners. The inspection by

the Owner's inspectors shall not relieve the Customer of any responsibility for the proper performance of the work. Connection to the Owner's Point of Delivery will be made by the Customer, and will be observed/inspected by the Owner. The Owner shall have the right, but shall not be obligated, to inspect any installation before wastewater is introduced to the Owner's system, and reserves the right to reject any sewer collection systems not in accordance with the Owner's standards; but such inspection of failure to inspect or reject shall not render the Owner liable or responsible for any or damage resulting from defects in the installation of sewer collection systems or from accidents which may occur upon Customer's premises. The Customer shall provide Owner 60 day's prior written notice of the expected date of completion of Customer's wastewater system and the first date of initial wastewater flow.

6. **Ownership and Maintenance of Wastewater Facilities.** The parties agree that the Customer will own and be responsible for operation and maintenance of all facilities at and upstream of the Point of Delivery, and the Owner will be responsible for operation and maintenance from the Point of Delivery downstream, excluding the Customer's connection. Customer agrees to repair any damage to the Owner's facilities caused by the tap, installation or operation of Customer's pump station. The Customer shall have the metering device calibrated annually; the calibration report will be forwarded to the Owner's billing department.
7. **Concurrent Water Service Provider:** During the entire term of this Agreement, Customer shall maintain a contractual relationship with a water service provider providing water to Customer, such contract enabling Customer to discontinue water services to any end-user for nonpayment for wastewater services.
8. **Interruptions of Service.** The Owner will use reasonable diligence in supplying wastewater service, but shall not be liable for breach of contract or for any loss, injury, or damage to persons or property resulting from interruptions in service, failure of wastewater pump stations, force main failure or any other disruption of services, whether or not caused by Owner's negligence.
9. **Expansion and Wastewater Characteristics:** It is understood and agreed that Owner's wastewater treatment facilities have a definite capacity and permit requirements pursuant to the National Pollutant Discharge Elimination System (NPDES). Customer shall not expand without the express written approval of the Owner, such approval being at the Owner's sole discretion. After the first date of use by Customer of Owner's system, Customer agrees to notify Owner in writing of any new connection of an end-user prior to such connection. In the event connection of such end-user is expected to cause Customer to exceed the quantity set forth in Section 2 of this Agreement, or introduces any of the toxic pollutants listed in Table III of Appendix D of 40 CFR 122 of the Federal Clean Water Act, or otherwise adversely affects the Owner's treatment process in a manner that exceeds the Owner's NPDES permit levels, or materially changes the flow rate of

Customer's wastewater, the Owner retains the right to prevent such user from connecting to Customer's system. Failure to receive written approval for Customer to expand or to give notice of a new end-user shall render Customer liable for costs, losses or damage to any of Owner's system caused by the additions or expansion and/or shall make this Agreement voidable at the sole discretion of the Owner upon 90 days written notice.

- 10. Indemnification.** The Customer shall indemnify, defend, save and hold harmless, protect, and exonerate, the Owner, both Mississippi State University and the City of Starkville, Mississippi, and each of their officers, agents, employees, and representatives, both in their official and in their individual capacities, from and against any and all claims, demands, liabilities, suits, actions, damages, losses and costs of every kind and nature whatsoever, including, without limitation, court costs, investigative fees, expenses, and attorney's fees, related this agreement arising out of or caused by the actions or inactions of Customer or its' partners, principals, officers, agents, employees or representatives. This indemnification provision shall survive the termination or expiration of this agreement.
- 11. Termination for Cause:** Unless otherwise stated herein, either party may terminate this agreement if the other party fails to perform the obligations to the other party under this agreement upon 90 days written notice.
- 12. Waiver.** The failure by Owner at any time to enforce any provision of this agreement shall not be construed as a waiver of any such provision. Such failure to enforce shall not affect the validity of the contract or any part thereof or the right of Owner to enforce the provision at any time in accordance with its terms.
- 13. Successors and Assigns.** This contract shall inure to the benefit of and shall be binding upon respective successors, legal representatives and assigns of the parties hereto, but is not assignable without the written consent of the Owner.
- 14. Applicable Law.** This Agreement shall be governed by the law of the State of Mississippi without regard to its choice of law provisions. This Agreement is subject all applicable rules, regulations or laws as may be applicable to similar agreements in the State of Mississippi and with owner. Customer is responsible for and agrees to obtain all necessary permits, certificates or the like that may be required by applicable law. Any litigation associated with this agreement shall take place in the Circuit Court of Oktibbeha County, Mississippi or United States District Court for the Northern District of Mississippi, Eastern Division, depending upon the nature of the claim and/or parties involved.
- 15. Term.** This contract shall extend for a term of 15 years. In the event Customer has not completed connection to Owner's system within one year of the effective date of this Agreement, this Agreement will be voidable at the sole option of the Owner.

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IN WITNESS WHEREOF, the parties have caused this agreement to be duly executed the day and year above written.

Mississippi State University

By: [Signature]

Title: Don Buffum
Director of Procurement & Contracts

Attest:

By: Brandy L. Moss

Title: Project Coordinator

City of Starkville

By: _____
Mayor

Attest: _____
City Clerk

EdR College View MS LLC

By: [Signature]

Title: SRVP- CONSTRUCTION

Attest:

By: [Signature]

Title: VICE PRESIDENT

- 019774



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

AGENDA ITEM NO:
AGENDA DATE: December 17, 2019
PAGE: 1

SUBJECT: Request authorization to accept the lowest and best bid from Chancellor Electric LLC for \$6,404,808.91 minus the deductive alternate # 1 (\$125,000.00) for the amount of \$6,279,808.91 for the construction of the 161/69/13 kV Southwest Starkville Substation.

AMOUNT & SOURCE OF FUNDING:

FISCAL NOTE:

AUTHORIZATION HISTORY

**REQUESTING
DEPARTMENT:** Utilities

**DIRECTOR'S
AUTHORIZATION:** Terry Kemp, General Manager

FOR MORE INFORMATION CONTACT: Terry Kemp 323-3133

SUGGESTED MOTION:

Move approval accept the lowest and best bid from Chancellor Electric LLC in the amount of \$6,279,808.91 for the construction of the 161/69/13 kV Southwest Starkville Substation.

CITY OF STARKILLE UTILITIES
STARKVILLE, MS

TABULATION OF BIDS
CONSTRUCTION OF SOUTHWEST STARKVILLE 161/69/13 KV SUBSTATION
AG PROJECT #101E3115

BIDDER	CERTIFICATE OF RESPONSIBILITY	ALL ADDENDA ACKNOWLEDGED	BID BOND	BASE BID AMOUNT	DEDUCTIVE ALTERNATE #1 BID AMOUNT
Chancellor Electric LLC - Laurel, MS (See Note #1)	20491-SC	Yes	Suretec Insurance Company, 5%	\$6,404,808.91	(\$125,000.00)
Service Electric Company - Chattanooga, TN	07025-SC	Yes	Federal Insurance Company, 5%	\$6,840,300.00	(\$7,500.00)
Aubrey Silvey Enterprises - Carrollton, GA	03160-MC	Yes	Altantic Specialty Insurance, 5%	\$7,600,000.00	(\$25,000.00)
Irby Construction Company - Richland, MS	01217-MC	Yes	Federal Insurance Company, 5%	\$8,096,855.82	

Notes:

1. Base Bid amount shown is corrected amount based on correct quantities and corrections of mathematical errors.

I hereby certify that this is a true and correct tabulation of the bids for Construction of Southwest Starkville 161/69/13 kV Substation by the City of Starkville on December 10, 2019.

Jeffrey Atwell
Jeffrey Atwell, P.E.

