



OFFICIAL ELECTRONIC PACKET

**CITY OF STARKVILLE, MISSISSIPPI
AUGUST 16, 2022**

Mayor
D. Lynn Spruill

Vice Mayor
Roy A. Perkins

Board of Aldermen
Ben Carver
Sandra Sistrunk
Jeffrey Rupp
Mike Brooks
Hamp Beatty
Henry Vaughn, Sr.

City Attorney
Chris Latimer

**COO / Human
Resources Director**
Navarrete Ashford

City Clerk / CFO
Lesa Hardin

Utilities General Manager
Edward Kemp



Police Chief
Mark Ballard

Fire Chief
Charles Yarbrough

Technology Director
Joel Clements, Jr.

City Engineer
Cody Burnett

Court Clerk
Monica Lairy

**Sanitation and
Environmental Services
Director**
Chris Smiley

Airport Director
Rodney Lincoln

OFFICIAL AGENDA
THE MAYOR AND BOARD OF ALDERMEN
OF THE
CITY OF STARKVILLE, MISSISSIPPI

RECESS MEETING OF TUESDAY, AUGUST 16, 2022
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 JULY 29, 2022 WORK SESSION OF THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF STARKVILLE.

V. ANNOUNCEMENTS AND COMMENTS

A. MAYOR'S COMMENTS: Introduction of Fire Explorer Class
Introduction of New Employees

B. BOARD OF ALDERMEN COMMENTS:

VI. CITIZEN COMMENTS

VII. PUBLIC APPEARANCES

VIII. PUBLIC HEARING

SECOND PUBLIC HEARING ON THE 2022-2023 BUDGET AND TAX MILLAGE FOR THE CITY OF STARKVILLE.

IX. MAYOR'S BUSINESS

A. CONSIDERATION OF A RESOLUTION SUPPORTING THE CREATION OF A RURAL TRANSPORTATION PLANNING ORGANIZATION (RTPO) THROUGH THE GOLDEN TRIANGLE PLANNING AND DEVELOPMENT DISTRICT.

B. CONSIDERATION OF CALLING FOR PUBLIC HEARINGS ON AN ORDINANCE ADOPTING REGULATIONS FOR SMALL CELL TECHNOLOGY.

C. CONSIDERATION OF APPROVING A PAY RAISE FOR CURRENT CITY EMPLOYEES TO REFLECT THE RECENT SALARY SURVEY RECOMMENDATIONS EFFECTIVE AUGUST 17, 2022 AND PAID FROM THE FISCAL YEAR 2021-2022 BUDGET.

X. BOARD BUSINESS

THERE ARE NO ITEMS FOR THIS AGENDA

XI. DEPARTMENT BUSINESS

A. AIRPORT

THERE ARE NO ITEMS FOR THIS AGENDA

B. COMMUNITY DEVELOPMENT AND PLANNING DEPARTMENT

1. CONSIDERATION OF FP 22-10: A REQUEST FOR FINAL PLAT APPROVAL FOR "PINELAKE CHURCH SUBDIVISION" AT 200 HIGHWAY 25 NORTH IN A C ZONING DISTRICT WITH PARCEL NUMBERS 103G-05-001.01 AND 103G-05-001.02.
2. CONSIDERATION OF FP 22-09: A REQUEST FOR FINAL PLAT APPROVAL FOR "LOTS 335 AND 336 GREENBRIAR SUBDIVISION" AT 106 HOLLYHOCK LANE IN A SD-2 ZONING DISTRICT WITH PARCEL NUMBERS 106C-00-087.00 AND 106C-00-086.00.
3. CONSIDERATION OF PP 22-01: A REQUEST FOR PRELIMINARY PLAT APPROVAL FOR "THE OAKS SUBDIVISION" AT NORTHWEST CORNER OF THE INTERSECTION OF SCALES STREET AND LOUISVILLE STREET IN A TN-E ZONING DISTRICT WITH PARCEL NUMBERS 102B-00-052.00 AND 102B-00-051.00.
4. CONSIDERATION OF A SPECIAL EVENT REQUEST BY THE STARKVILLE AREA ARTS COUNCIL TO HOLD THE 2022 COTTON DISTRICT ARTS FESTIVAL ON OCTOBER 29TH AND HAVE CITY PARTICIPATION WITH IN-KIND SERVICES, CONTINGENT UPON THE STARKVILLE AREA ARTS COUNCIL PROVIDING PROOF OF INSURANCE CONSISTENT WITH THE CITY'S SPECIAL EVENTS POLICY BY OCTOBER 18, 2022.

C. COURTS

THERE ARE NO ITEMS FOR THIS AGENDA

D. ENGINEERING

1. REQUEST AUTHORIZATION TO ADVERTISE FOR REQUEST FOR PROPOSALS FOR ENGINEERING DESIGN SERVICES FOR THE NORTHSIDE DRIVE DRAINAGE IMPROVEMENTS PROJECT.

E. FINANCE AND ADMINISTRATION

1. REQUEST APPROVAL OF THE CITY OF STARKVILLE CLAIMS DOCKET FOR ALL DEPARTMENTS INCLUDING STARKVILLE UTILITIES DEPARTMENT AS OF AUGUST 8, 2022 FOR FISCAL YEAR ENDING 9/30/22, 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 JULY 2022 FINANCIAL STATEMENTS.

3. APPROVAL OF FISCAL YEAR 2022 BUDGET AMENDMENTS.

4. REQUEST AUTHORIZATION FOR THE CITY CLERK'S OFFICE TO ADVERTISE FOR SOURCE OF SUPPLY FOR THE STREET AND SANITATION (GENERAL CITY) FOR THE PERIOD OF OCTOBER 1, 2022 – SEPTEMBER 30, 2023.

F. FIRE DEPARTMENT

THERE ARE NO ITEMS FOR THIS AGENDA

G. HUMAN RESOURCES

1. REQUEST AUTHORIZATION FOR THE CITY OF STARKVILLE'S POLICE AND FIRE DEPARTMENT TO PARTICIPATE IN THE MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY PREMIUM PAY PROGRAM.

2. REQUEST AUTHORIZATION TO HIRE SHENIKA EPPENGER AND BRIDGETT YOUNG AS DEPUTY COURT CLERKS IN THE MUNICIPAL COURT DEPARTMENT.

3. REQUEST AUTHORIZATION TO HIRE FRANCES EWING AS A PART-TIME RADIO OPERATOR (DISPATCHER) IN THE STARKVILLE POLICE DEPARTMENT.

4. REQUEST AUTHORIZATION TO HIRE BRANDON TAYLOR AS A PART TIME CUSTOMER SERVICE REPRESENTATIVE IN THE STARKVILLE UTILITIES DEPARTMENT.

5. REQUEST AUTHORIZATION TO HIRE MICHELLE POLK TO WORK IN A DUAL ROLE POSITION WITH THE AIRPORT AS THE ADMINISTRATIVE ASSISTANT, AND AS A RECEPTIONIST WORKING THE FRONT DESK, WORKING AN AVERAGE OF TWENTY (20) HOURS PER POSITION.

H. INFORMATION TECHNOLOGY

THERE ARE NO ITEMS FOR THIS AGENDA

I. PARKS

1. REQUEST PERMISSION TO PURCHASE A 10,000 LB CAPACITY TRAILER FROM TRUE GRIT TRAILERS, AT A COST OF \$5,299.00, THE LOWER OF TWO QUOTES RECEIVED IN PLACE OF THE TRAILER AUTHORIZED APRIL 5, 2022.

J. POLICE DEPARTMENT

1. POLICE

- a. REQUEST APPROVAL TO ACCEPT THE FY23 POLICE TRAFFIC SERVICES 100% REIMBURSABLE GRANT AWARD IN THE AMOUNT OF \$14,400.00 IN THE AREA OF TRAFFIC ENFORCEMENT OVERTIME.
- b. REQUEST APPROVAL TO ACCEPT THE 100% REIMBURSABLE FY23 405D ALCOHOL AND DRUG IMPAIRED DRIVING ENFORCEMENT GRANT AWARD IN THE AMOUNT OF UP TO \$116,132.20 IN THE AREA OF DRIVING UNDER THE INFLUENCE ENFORCEMENT.
- c. REQUEST APPROVAL TO ACCEPT THE 100% REIMBURSABLE JUSTICE ASSISTANCE GRANT AWARD IN THE AMOUNT OF \$75,984.00 TO BE USED FOR OVERTIME AND AN AUTOMATED LICENSE PLATE READER AND DIGITAL FORENSIC MOBILE DATA IMAGER.

2. CODE ENFORCEMENT

THERE ARE NO ITEMS FOR THIS AGENDA

K. SANITATION DEPARTMENT

1. REQUEST APPROVAL TO LEASE PURCHASE A PRINTER FROM RJ YOUNG FOR THE AMOUNT \$2,544 PLUS MONTHLY SUPPLY FEE.
2. CONSIDERATION OF THE LOWEST BID FOR FINANCING FROM BANKFIRST IN THE AMOUNT OF \$189,750 OVER FIVE YEARS TO BE MADE QUARTERLY IN ADVANCE BEGINNING DECEMBER 15, 2022 AT 3.65% INTEREST FOR THE LEASE PURCHASE OF A 2022 KNUCKLEBOOM LOADER BE USED BY THE STARKVILLE SANITATION AND ENVIRONMENTAL SERVICES DEPARTMENT.

L. UTILITIES DEPARTMENT

1. REQUEST AUTHORIZATION FOR THE MAYOR TO EXECUTE THE WORK ORDER REQUEST FROM FOUR COUNTY IN THE AMOUNT OF \$35,444.28 WITH A MONTHLY CHARGE OF \$413.52 FOR THE INSTALLATION OF STREET LIGHTS ALONG CORNERSTONE BOULEVARD FROM HWY 25 TO PARK ENTRANCE.
2. REQUEST AUTHORIZATION FOR THE MAYOR TO EXECUTE THE WORK ORDER REQUEST FROM FOUR COUNTY IN THE AMOUNT OF \$25,388.00 WITH A MONTHLY CHARGE OF \$296.19 FOR THE INSTALLATION OF STREET LIGHTS ALONG ROCKHILL ROAD FROM GARRARD ROAD TO HWY 82 BYPASS.

3. REQUEST AUTHORIZATION TO DECLARE THE WATER DIVISION 2012 FORD F-350 (#155), VIN NUMBER ENDING IN 5188 AS SURPLUS AND TO AUCTION ON GOVDEALS AND AUTHORIZATION TO PURCHASE A FORD F-350 VEHICLE REPLACEMENT FROM STATE CONTRACT.

4. REQUEST AUTHORIZATION FOR STARKVILLE TO INITIATE TASK ORDER #3 WITH SEVEN STATES POWER CORPORATION FOR CONSULTING SERVICES AS THEY RELATE TO THE DEPLOYMENT OF DC FAST CHARGING EQUIPMENT AND RELATED SERVICES PER THE TECHNICAL REQUIREMENTS OF THE FAST CHARGE NETWORK FUNDING PROGRAM ADMINISTERED BY TVA AND THE PARTICIPATING STATE AGENCIES.

5. REQUEST AUTHORIZATION TO PURCHASE A 6" AND 4" WATER METER SET UP FROM CENTRAL PIPE SUPPLY INC, SOLE SOURCE COMPATIBLE METERS, IN THE AMOUNT OF \$8,250.82 FOR STOCK INVENTORY.

XII. CLOSED DETERMINATION SESSION

XIII. OPEN SESSION

XIV. EXECUTIVE SESSION

Personnel

XV. OPEN SESSION

XVI. RECESS UNTIL SEPTEMBER 6, 2022 @ 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, Stein McMullen, at (662) 323-2525, ext. 3121 at least forty-eight (48) hours in advance for any services requested.

**MINUTES OF THE WORK SESSION
OF THE MAYOR AND BOARD OF ALDERMEN
OF THE CITY OF STARKVILLE, MISSISSIPPI
July 29, 2022**

Be it remembered that the Mayor and members of the Board of Aldermen met in a Work Session on Friday, July 29, 2022 at 11:00 a.m. in the second-floor conference room of City Hall located at 110 West Main Street, Starkville, MS. Present were Mayor D. Lynn Spruill, Alderman Ben Carver, Alderwoman Sandra Sistrunk, Alderman Jeffrey Rupp, Alderman Mike Brooks, Alderman Hamp Beatty, Alderman Henry Vaughn and Alderman Roy A'. Perkins. City Attorney Chris Latimer and City Clerk Lesa Hardin were also present.

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

Henry Minor, Owen Harris and Clark Bailey of Kimley-Horn presented an overview of the proposed final plan for the Main Street Redesign and Redevelopment.

Alderman Sistrunk, Budget Chairman, then presented a proposed Fiscal Year 2023 budget. Aldermen were given the opportunity to discuss the draft budget and ask questions.

The Mayor and members of the Board discussed items on the upcoming August 2, 2022 agenda. Department Directors were available to answer questions related to the items. All agenda items were discussed.

SIGNED AND SEALED THIS THE 16th DAY OF AUGUST, 2022.

MAYOR D. LYNN SPRUILL

Attest:

Seal

LESA HARDIN, CITY CLERK



WORK SESSION

**CITY OF STARKVILLE, MISSISSIPPI
JULY 29, 2022
11:00 a.m.**

- A. CALL THE MEETING TO ORDER**
- B. PRESENTATION OF THE PROPOSED FINAL PLAN FOR THE MAIN STREET REDESIGN AND REDEVELOPMENT**
- C. DISCUSSION OF THE PROPOSED 2022-2023 BUDGET**
- D. DISCUSSION OF THE AGENDA ITEMS FOR THE AUGUST 2, 2022, REGULAR MEETING OF THE BOARD OF ALDERMEN FOR THE CITY OF STARKVILLE.**
- E. ADJOURN MEETING**



**THERE WILL BE A WORK SESSION OF THE
MAYOR AND BOARD OF ALDERMEN ON
FRIDAY, JULY 29, 2022**

**AT 11:00 AM IN THE STARKVILLE CITY HALL
LOCATED AT 110 WEST MAIN STREET
IN THE SECOND FLOOR CONFERENCE ROOM**

The public and media are invited to attend.

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City of Starkville, MS

Budget Comparison Report

Group Summary

Category	Parent Budget	Comparison 1		Comparison 1 to Parent Budget	%
		Budget			
		2021-2022	2022-2023 2023 PRELIMINARY		
Fund: 001 - GENERAL FUND					
Revenue					
Department: 000 - UNDESIGNATED					
200 - TAXES	8,340,000.00	9,442,320.00	1,102,320.00	13.22%	
206 - LIEU OF TAXES	825,500.00	719,500.00	-106,000.00	-12.84%	
220 - LICENSES AND PERMITS	382,500.00	243,750.00	-138,750.00	-36.27%	
230 - INTERGOVERNMENTAL REVENUES	11,682,200.00	11,722,489.00	40,289.00	0.34%	
250 - GRANTS	203,400.00	114,150.00	-89,250.00	-43.88%	
280 - CHARGES FOR GOVERNMENTAL SERVICES	26,500.00	27,500.00	1,000.00	3.77%	
330 - FINES AND FORFEITS	462,500.00	587,000.00	124,500.00	26.92%	
340 - MISCELLANEOUS	549,247.87	368,677.00	-180,570.87	-32.88%	
360 - CHARGES FOR SERVICES	1,500.00	1,500.00	0.00	0.00%	
380 - TRANSFERS AND NON REVENUE RECEIPTS	4,696,000.00	4,140,000.00	-556,000.00	-11.84%	
631 - ODDFELLOWS	10,500.00	250.00	-10,250.00	-97.62%	
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	0.00	75,984.00	75,984.00	0.00%	
Total Department: 000 - UNDESIGNATED:	27,179,847.87	27,443,120.00	263,272.13	0.97%	
Department: 550 - PARKS AND REC DEPARTMENT					
340 - MISCELLANEOUS	0.00	70,000.00	70,000.00	0.00%	
Total Department: 550 - PARKS AND REC DEPARTMENT:	0.00	70,000.00	70,000.00	0.00%	
Department: 553 - P&R CORNERSTONE					
380 - TRANSFERS AND NON REVENUE RECEIPTS	0.00	240,000.00	240,000.00	0.00%	
Total Department: 553 - P&R CORNERSTONE:	0.00	240,000.00	240,000.00	0.00%	
Total Revenue:	27,179,847.87	27,753,120.00	573,272.13	2.11%	
Expense					
Department: 100 - BOARD OF ALDERMEN					
400 - PERSONNEL SERVICES	204,100.00	205,091.00	991.00	0.49%	
600 - CONTRACTUAL SERVICES	16,500.00	15,250.00	-1,250.00	-7.58%	
Total Department: 100 - BOARD OF ALDERMEN:	220,600.00	220,341.00	-259.00	-0.12%	
Department: 110 - MUNICIPAL COURT					
400 - PERSONNEL SERVICES	351,138.00	375,133.00	23,995.00	6.83%	
500 - SUPPLIES	10,000.00	10,000.00	0.00	0.00%	
600 - CONTRACTUAL SERVICES	26,000.00	26,000.00	0.00	0.00%	

Budget Comparison Report

Category	Parent Budget	Comparison 1 Budget		Comparison 1 to Parent Budget	%
		2021-2022	2022-2023 2023 PRELIMINARY		
900 - CAPITAL OUTLAY	78,500.00	15,000.00	-63,500.00	-80.89%	
Total Department: 110 - MUNICIPAL COURT:	465,638.00	426,133.00	-39,505.00	-8.48%	
Department: 111 - YOUTH COURT					
600 - CONTRACTUAL SERVICES	92,950.00	92,950.00	0.00	0.00%	
Total Department: 111 - YOUTH COURT:	92,950.00	92,950.00	0.00	0.00%	
Department: 120 - MAYORS OFFICE					
400 - PERSONNEL SERVICES	153,158.00	155,057.00	1,899.00	1.24%	
500 - SUPPLIES	1,200.00	1,000.00	-200.00	-16.67%	
600 - CONTRACTUAL SERVICES	151,000.00	92,050.00	-58,950.00	-39.04%	
900 - CAPITAL OUTLAY	500.00	0.00	-500.00	-100.00%	
Total Department: 120 - MAYORS OFFICE:	305,858.00	248,107.00	-57,751.00	-18.88%	
Department: 123 - IT					
400 - PERSONNEL SERVICES	351,164.00	332,384.00	-18,780.00	-5.35%	
500 - SUPPLIES	500.00	500.00	0.00	0.00%	
600 - CONTRACTUAL SERVICES	133,250.00	134,500.00	1,250.00	0.94%	
900 - CAPITAL OUTLAY	115,604.00	95,000.00	-20,604.00	-17.82%	
Total Department: 123 - IT:	600,518.00	562,384.00	-38,134.00	-6.35%	
Department: 130 - ELECTIONS					
500 - SUPPLIES	500.00	500.00	0.00	0.00%	
600 - CONTRACTUAL SERVICES	0.00	2,500.00	2,500.00	0.00%	
Total Department: 130 - ELECTIONS:	500.00	3,000.00	2,500.00	500.00%	
Department: 142 - CITY CLERKS OFFICE					
400 - PERSONNEL SERVICES	467,943.00	451,033.00	-16,910.00	-3.61%	
600 - CONTRACTUAL SERVICES	121,500.00	137,500.00	16,000.00	13.17%	
Total Department: 142 - CITY CLERKS OFFICE:	589,443.00	588,533.00	-910.00	-0.15%	
Department: 145 - OTHER ADMINISTRATIVE					
400 - PERSONNEL SERVICES	1,000.00	1,000.00	0.00	0.00%	
500 - SUPPLIES	9,500.00	7,500.00	-2,000.00	-21.05%	
600 - CONTRACTUAL SERVICES	23,500.00	114,500.00	91,000.00	387.23%	
900 - CAPITAL OUTLAY	3,000.00	3,000.00	0.00	0.00%	
Total Department: 145 - OTHER ADMINISTRATIVE:	37,000.00	126,000.00	89,000.00	240.54%	
Department: 159 - BONDING-CITY EMPLOYEES					
600 - CONTRACTUAL SERVICES	8,500.00	8,500.00	0.00	0.00%	
Total Department: 159 - BONDING-CITY EMPLOYEES:	8,500.00	8,500.00	0.00	0.00%	
Department: 160 - ATTORNEY AND STAFF					
400 - PERSONNEL SERVICES	69,945.00	70,035.00	90.00	0.13%	

Budget Comparison Report

Category	Parent Budget	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%
		2021-2022	2022-2023		
		2021-2022	2023 PRELIMINARY		
Total Department: 160 - ATTORNEY AND STAFF:					
Department: 169 - LEGAL					
600 - CONTRACTUAL SERVICES	235,000.00	205,000.00	-30,000.00	-12.77%	
Total Department: 169 - LEGAL:	235,000.00	205,000.00	-30,000.00	-12.77%	
Department: 180 - HUMAN RESOURCES					
400 - PERSONNEL SERVICES	315,630.00	348,271.00	32,641.00	10.34%	
500 - SUPPLIES	3,000.00	2,500.00	-500.00	-16.67%	
600 - CONTRACTUAL SERVICES	50,750.00	50,500.00	-250.00	-0.49%	
Total Department: 180 - HUMAN RESOURCES:	369,380.00	401,271.00	31,891.00	8.63%	
Department: 190 - CITY PLANNER					
400 - PERSONNEL SERVICES	193,240.00	184,249.00	-8,991.00	-4.65%	
500 - SUPPLIES	1,100.00	400.00	-700.00	-63.64%	
600 - CONTRACTUAL SERVICES	47,150.00	44,550.00	-2,600.00	-5.51%	
900 - CAPITAL OUTLAY	20,000.00	30,000.00	10,000.00	50.00%	
Total Department: 190 - CITY PLANNER:	261,490.00	259,199.00	-2,291.00	-0.88%	
Department: 191 - EXTERNAL SERVICE					
400 - PERSONNEL SERVICES	171,940.00	142,070.00	-29,870.00	-17.37%	
Total Department: 191 - EXTERNAL SERVICE:	171,940.00	142,070.00	-29,870.00	-17.37%	
Department: 192 - GENERAL GOVERN BLDG & PLANT					
500 - SUPPLIES	5,500.00	5,500.00	0.00	0.00%	
600 - CONTRACTUAL SERVICES	90,200.00	90,500.00	300.00	0.33%	
800 - DEBT SERVICE	3,586.00	3,586.00	0.00	0.00%	
Total Department: 192 - GENERAL GOVERN BLDG & PLANT:	99,286.00	99,586.00	300.00	0.30%	
Department: 195 - TRANSFERS TO OTHER AGENCIES					
600 - CONTRACTUAL SERVICES	40,000.00	48,296.00	8,296.00	20.74%	
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	5,500.00	4,500.00	-1,000.00	-18.18%	
900 - CAPITAL OUTLAY	264,833.00	249,833.00	-15,000.00	-5.66%	
990 - TRANSFERS	342,500.00	393,000.00	50,500.00	14.74%	
Total Department: 195 - TRANSFERS TO OTHER AGENCIES:	652,833.00	695,629.00	42,796.00	6.56%	
Department: 196 - CEMETERY ADMINISTRATION					
600 - CONTRACTUAL SERVICES	26,000.00	23,300.00	-2,700.00	-10.38%	
631 - ODDFELLOWS	20,000.00	20,000.00	0.00	0.00%	
Total Department: 196 - CEMETERY ADMINISTRATION:	46,000.00	43,300.00	-2,700.00	-5.87%	
Department: 197 - ENGINEERING					
400 - PERSONNEL SERVICES	418,955.00	410,824.00	-8,131.00	-1.94%	
500 - SUPPLIES	6,150.00	8,700.00	2,550.00	41.46%	
600 - CONTRACTUAL SERVICES	20,900.00	23,900.00	3,000.00	14.35%	

Budget Comparison Report

Category	Parent Budget	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%
		2021-2022	2022-2023		
		2021-2022	2023 PRELIMINARY		
900 - CAPITAL OUTLAY	10,000.00		5,000.00	-5,000.00	-50.00%
Total Department: 197 - ENGINEERING:	456,005.00		448,424.00	-7,581.00	-1.66%
Department: 201 - POLICE DEPARTMENT					
400 - PERSONNEL SERVICES	4,610,605.00		5,233,521.03	622,916.03	13.51%
500 - SUPPLIES	462,500.00		526,000.00	63,500.00	13.73%
600 - CONTRACTUAL SERVICES	584,750.00		608,350.00	23,600.00	4.04%
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	67,100.00		93,123.00	26,023.00	38.78%
800 - DEBT SERVICE	147,000.00		146,964.00	-36.00	-0.02%
900 - CAPITAL OUTLAY	192,700.00		277,700.00	85,000.00	44.11%
Total Department: 201 - POLICE DEPARTMENT:	6,064,655.00		6,885,658.03	821,003.03	13.54%
Department: 245 - DISPATCHERS					
400 - PERSONNEL SERVICES	296,000.00		309,120.00	13,120.00	4.43%
600 - CONTRACTUAL SERVICES	3,500.00		3,500.00	0.00	0.00%
Total Department: 245 - DISPATCHERS:	299,500.00		312,620.00	13,120.00	4.38%
Department: 246 - CODE ENFORCEMENT					
400 - PERSONNEL SERVICES	109,710.00		112,453.00	2,743.00	2.50%
500 - SUPPLIES	2,750.00		2,950.00	200.00	7.27%
600 - CONTRACTUAL SERVICES	5,000.00		5,000.00	0.00	0.00%
Total Department: 246 - CODE ENFORCEMENT:	117,460.00		120,403.00	2,943.00	2.51%
Department: 254 - DUI GRANT					
400 - PERSONNEL SERVICES	137,230.00		138,353.00	1,123.00	0.82%
Total Department: 254 - DUI GRANT:	137,230.00		138,353.00	1,123.00	0.82%
Department: 261 - FIRE DEPARTMENT					
400 - PERSONNEL SERVICES	4,229,761.00		3,779,925.49	-449,835.51	-10.64%
500 - SUPPLIES	143,750.00		117,750.00	-26,000.00	-18.09%
600 - CONTRACTUAL SERVICES	291,500.00		272,500.00	-19,000.00	-6.52%
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	135,123.00		15,000.00	-120,123.00	-88.90%
800 - DEBT SERVICE	113,135.00		126,935.00	13,800.00	12.20%
900 - CAPITAL OUTLAY	48,977.00		50,000.00	1,023.00	2.09%
Total Department: 261 - FIRE DEPARTMENT:	4,962,246.00		4,362,110.49	-600,135.51	-12.09%
Department: 281 - BUILDING/CODES OFFICE					
400 - PERSONNEL SERVICES	265,565.00		276,127.00	10,562.00	3.98%
500 - SUPPLIES	7,000.00		7,100.00	100.00	1.43%
600 - CONTRACTUAL SERVICES	92,000.00		34,000.00	-58,000.00	-63.04%
800 - DEBT SERVICE	6,935.00		0.00	-6,935.00	-100.00%
Total Department: 281 - BUILDING/CODES OFFICE:	371,500.00		317,227.00	-54,273.00	-14.61%

Budget Comparison Report

Category	Parent Budget	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%
		2021-2022	2022-2023 2023		
		PRELIMINARY			
Department: 290 - CIVIL DEFENSE/WARNING SYSTEM					
500 - SUPPLIES	650.00	0.00	-650.00	-100.00%	
600 - CONTRACTUAL SERVICES	17,500.00	18,000.00	500.00	2.86%	
900 - CAPITAL OUTLAY	6,250.00	0.00	-6,250.00	-100.00%	
Total Department: 290 - CIVIL DEFENSE/WARNING SYSTEM:	24,400.00	18,000.00	-6,400.00	-26.23%	
Department: 301 - STREET DEPARTMENT					
400 - PERSONNEL SERVICES	941,466.00	1,000,414.00	58,948.00	6.26%	
500 - SUPPLIES	238,750.00	298,000.00	59,250.00	24.82%	
600 - CONTRACTUAL SERVICES	589,500.00	633,600.00	44,100.00	7.48%	
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	27,500.00	0.00	-27,500.00	-100.00%	
800 - DEBT SERVICE	98,675.00	98,640.00	-35.00	-0.04%	
900 - CAPITAL OUTLAY	60,000.00	260,000.00	200,000.00	333.33%	
Total Department: 301 - STREET DEPARTMENT:	1,955,891.00	2,290,654.00	334,763.00	17.12%	
Department: 360 - ANIMAL CONTROL					
400 - PERSONNEL SERVICES	96,405.00	98,887.00	2,482.00	2.57%	
500 - SUPPLIES	6,000.00	7,000.00	1,000.00	16.67%	
600 - CONTRACTUAL SERVICES	5,550.00	7,300.00	1,750.00	31.53%	
Total Department: 360 - ANIMAL CONTROL:	107,955.00	113,187.00	5,232.00	4.85%	
Department: 550 - PARKS AND REC DEPARTMENT					
400 - PERSONNEL SERVICES	120,854.29	0.00	-120,854.29	-100.00%	
500 - SUPPLIES	32,457.37	0.00	-32,457.37	-100.00%	
600 - CONTRACTUAL SERVICES	1,004,940.38	1,523,950.00	519,009.62	51.65%	
800 - DEBT SERVICE	17,956.00	8,978.00	-8,978.00	-50.00%	
Total Department: 550 - PARKS AND REC DEPARTMENT:	1,176,208.04	1,532,928.00	356,719.96	30.33%	
Department: 553 - P&R CORNERSTONE					
600 - CONTRACTUAL SERVICES	0.00	240,000.00	240,000.00	0.00%	
Total Department: 553 - P&R CORNERSTONE:	0.00	240,000.00	240,000.00	0.00%	
Department: 600 - CAPITAL PROJECTS					
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	10,000.00	7,500.00	-2,500.00	-25.00%	
900 - CAPITAL OUTLAY	1,870,000.00	310,000.00	-1,560,000.00	-83.42%	
Total Department: 600 - CAPITAL PROJECTS:	1,880,000.00	317,500.00	-1,562,500.00	-83.11%	
Department: 601 - MAIN STREET					
900 - CAPITAL OUTLAY	325,000.00	0.00	-325,000.00	-100.00%	
Total Department: 601 - MAIN STREET:	325,000.00	0.00	-325,000.00	-100.00%	
Department: 800 - DEBT SERVICE					
800 - DEBT SERVICE	2,663,412.00	2,547,893.43	-115,518.57	-4.34%	
Total Department: 800 - DEBT SERVICE:	2,663,412.00	2,547,893.43	-115,518.57	-4.34%	

Budget Comparison Report

Category	Parent Budget	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%
		2021-2022	2022-2023 2023 PRELIMINARY		
Department: 900 - INTERFUND TRANSACTIONS					
900 - CAPITAL OUTLAY		2,411,504.83	3,916,124.05	1,504,619.22	62.39%
Total Department: 900 - INTERFUND TRANSACTIONS:		2,411,504.83	3,916,124.05	1,504,619.22	62.39%
Total Expense:		27,179,847.87	27,753,120.00	573,272.13	2.11%
Total Fund: 001 - GENERAL FUND:		0.00	0.00	0.00	0.00%

Budget Comparison Report

Category	PRELIMINARY				
Fund: 002 - RESTRICTED POLICE FUND					
Revenue					
Department: 000 - UNDESIGNATED					
330 - FINES AND FORFEITS	11,500.00	10,000.00	-1,500.00	-13.04%	
380 - TRANSFERS AND NON REVENUE RECEIPTS	10,000.00	0.00	-10,000.00	-100.00%	
Total Department: 000 - UNDESIGNATED:	21,500.00	10,000.00	-11,500.00	-53.49%	
Total Revenue:					
	21,500.00	10,000.00	-11,500.00	-53.49%	
Expense					
Department: 251 - DRUG EDUCATION FUND					
500 - SUPPLIES	5,500.00	7,500.00	2,000.00	36.36%	
600 - CONTRACTUAL SERVICES	1,500.00	2,500.00	1,000.00	66.67%	
900 - CAPITAL OUTLAY	14,500.00	0.00	-14,500.00	-100.00%	
Total Department: 251 - DRUG EDUCATION FUND:	21,500.00	10,000.00	-11,500.00	-53.49%	
Total Expense:					
	21,500.00	10,000.00	-11,500.00	-53.49%	
Total Fund: 002 - RESTRICTED POLICE FUND:					
	0.00	0.00	0.00	0.00%	

Budget Comparison Report

Category	PRELIMINARY				
Fund: 003 - RESTRICTED FIRE FUND					
Revenue					
Department: 000 - UNDESIGNATED					
230 - INTERGOVERNMENTAL REVENUES	144,000.00	159,200.00	15,200.00	10.56%	
380 - TRANSFERS AND NON REVENUE RECEIPTS	130,000.00	110,000.00	-20,000.00	-15.38%	
Total Department: 000 - UNDESIGNATED:	274,000.00	269,200.00	-4,800.00	-1.75%	
Total Revenue:					
	274,000.00	269,200.00	-4,800.00	-1.75%	
Expense					
Department: 560 - RESTRICTED FIRE FUND					
500 - SUPPLIES	2,000.00	2,000.00	0.00	0.00%	
800 - DEBT SERVICE	266,750.00	263,248.18	-3,501.82	-1.31%	
900 - CAPITAL OUTLAY	5,250.00	3,951.82	-1,298.18	-24.73%	
Total Department: 560 - RESTRICTED FIRE FUND:	274,000.00	269,200.00	-4,800.00	-1.75%	
Total Expense:					
	274,000.00	269,200.00	-4,800.00	-1.75%	
Total Fund: 003 - RESTRICTED FIRE FUND:					
	0.00	0.00	0.00	0.00%	

Budget Comparison Report

Category	PRELIMINARY				
Fund: 015 - AIRPORT FUND					
Revenue					
Department: 000 - UNDESIGNATED					
230 - INTERGOVERNMENTAL REVENUES	70,951.00	70,951.00		0.00	0.00%
340 - MISCELLANEOUS	30,500.00	22,850.00		-7,650.00	-25.08%
360 - CHARGES FOR SERVICES	581,750.00	687,350.00		105,600.00	18.15%
380 - TRANSFERS AND NON REVENUE RECEIPTS	700,000.00	750,000.00		50,000.00	7.14%
Total Department: 000 - UNDESIGNATED:	1,383,201.00	1,531,151.00		147,950.00	10.70%
Total Revenue:	1,383,201.00	1,531,151.00		147,950.00	10.70%
Expense					
Department: 505 - AIRPORT					
400 - PERSONNEL SERVICES	173,300.00	219,458.00		46,158.00	26.63%
500 - SUPPLIES	469,000.00	561,000.00		92,000.00	19.62%
600 - CONTRACTUAL SERVICES	111,850.00	116,350.00		4,500.00	4.02%
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	42,500.00	0.00		-42,500.00	-100.00%
900 - CAPITAL OUTLAY	586,551.00	634,343.00		47,792.00	8.15%
Total Department: 505 - AIRPORT:	1,383,201.00	1,531,151.00		147,950.00	10.70%
Total Expense:	1,383,201.00	1,531,151.00		147,950.00	10.70%
Total Fund: 015 - AIRPORT FUND:	0.00	0.00		0.00	0.00%

Budget Comparison Report

Category	Parent Budget	Comparison 1 Budget		Comparison 1 to Parent Budget Increase / (Decrease)	%
	2021-2022	2022-2023	2023		
Fund: 016 - RESTRICTED AIRPORT	2021-2022	PRELIMINARY			
Revenue					
Department: 000 - UNDESIGNATED					
230 - INTERGOVERNMENTAL REVENUES	145,556.00	23,000.00		-122,556.00	-84.20%
Total Department: 000 - UNDESIGNATED:	145,556.00	23,000.00		-122,556.00	-84.20%
Total Revenue:	145,556.00	23,000.00		-122,556.00	-84.20%
Expense					
Department: 515 - RESTRICTED PROJECTS					
600 - CONTRACTUAL SERVICES	49,414.00	0.00		-49,414.00	-100.00%
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	96,142.00	23,000.00		-73,142.00	-76.08%
Total Department: 515 - RESTRICTED PROJECTS:	145,556.00	23,000.00		-122,556.00	-84.20%
Total Expense:	145,556.00	23,000.00		-122,556.00	-84.20%
Total Fund: 016 - RESTRICTED AIRPORT:	0.00	0.00		0.00	0.00%

Budget Comparison Report

Category	PRELIMINARY			
Fund: 022 - ENVIRONMENTAL SERVICES				
Revenue				
Department: 000 - UNDESIGNATED				
230 - INTERGOVERNMENTAL REVENUES	0.00	25,000.00		0.00%
340 - MISCELLANEOUS	2,906,600.00	3,075,000.00		168,400.00
380 - TRANSFERS AND NON REVENUE RECEIPTS	300,000.00	165,000.00		-135,000.00
Total Department: 000 - UNDESIGNATED:	3,206,600.00	3,265,000.00		58,400.00
Total Revenue:	3,206,600.00	3,265,000.00		58,400.00
Expense				
Department: 322 - SANITATION DEPARTMENT				
400 - PERSONNEL SERVICES	1,625,893.00	1,822,583.50		196,690.50
500 - SUPPLIES	337,100.00	274,000.00		-63,100.00
600 - CONTRACTUAL SERVICES	846,600.00	841,100.00		-5,500.00
800 - DEBT SERVICE	298,702.00	287,253.06		-11,448.94
900 - CAPITAL OUTLAY	98,305.00	40,063.44		-58,241.56
Total Department: 322 - SANITATION DEPARTMENT:	3,206,600.00	3,265,000.00		58,400.00
Total Expense:	3,206,600.00	3,265,000.00		58,400.00
Total Fund: 022 - ENVIRONMENTAL SERVICES:	0.00	0.00		0.00

Budget Comparison Report

Category	Parent Budget	Comparison 1 Budget		Comparison 1 to Parent Budget	%
	2021-2022	2022-2023	2023		
Fund: 023 - LANDFILL ACCOUNT	2021-2022	Increase / (Decrease)			
Revenue					
Department: 000 - UNDESIGNATED					
230 - INTERGOVERNMENTAL REVENUES	1,000.00	0.00		-1,000.00	-100.00%
380 - TRANSFERS AND NON REVENUE RECEIPTS	440,000.00	650,000.00		210,000.00	47.73%
Total Department: 000 - UNDESIGNATED:	441,000.00	650,000.00		209,000.00	47.39%
Total Revenue:	441,000.00	650,000.00		209,000.00	47.39%
Expense					
Department: 323 - LANDFILL					
600 - CONTRACTUAL SERVICES	221,000.00	250,000.00		29,000.00	13.12%
900 - CAPITAL OUTLAY	220,000.00	400,000.00		180,000.00	81.82%
Total Department: 323 - LANDFILL:	441,000.00	650,000.00		209,000.00	47.39%
Total Expense:	441,000.00	650,000.00		209,000.00	47.39%
Total Fund: 023 - LANDFILL ACCOUNT:	0.00	0.00		0.00	0.00%

Budget Comparison Report

Category	PRELIMINARY			
Fund: 107 - COMPUTER ASSESSMENTS				
Revenue				
Department: 000 - UNDESIGNATED				
330 - FINES AND FORFEITS	50,000.00	0.00	-50,000.00	-100.00%
380 - TRANSFERS AND NON REVENUE RECEIPTS	40,000.00	0.00	-40,000.00	-100.00%
Total Department: 000 - UNDESIGNATED:	90,000.00	0.00	-90,000.00	-100.00%
Total Revenue:	90,000.00	0.00	-90,000.00	-100.00%
Expense				
Department: 112 - COMPUTER ASSESSMENTS				
600 - CONTRACTUAL SERVICES	90,000.00	0.00	-90,000.00	-100.00%
Total Department: 112 - COMPUTER ASSESSMENTS:	90,000.00	0.00	-90,000.00	-100.00%
Total Expense:	90,000.00	0.00	-90,000.00	-100.00%
Total Fund: 107 - COMPUTER ASSESSMENTS:	0.00	0.00	0.00	0.00%

Budget Comparison Report

Category	PRELIMINARY			
Fund: 120 - MODERIZATION USE TAX				
Revenue				
Department: 000 - UNDESIGNATED				
230 - INTERGOVERNMENTAL REVENUES	1,000,000.00	2,000,000.00	1,000,000.00	100.00%
380 - TRANSFERS AND NON REVENUE RECEIPTS	0.00	50,000.00	50,000.00	0.00%
Total Department: 000 - UNDESIGNATED:	1,000,000.00	2,050,000.00	1,050,000.00	105.00%
Total Revenue:	1,000,000.00	2,050,000.00	1,050,000.00	105.00%
Expense				
Department: 300 - STREET DEPARTMENT				
900 - CAPITAL OUTLAY	1,000,000.00	2,050,000.00	1,050,000.00	105.00%
Total Department: 300 - STREET DEPARTMENT:	1,000,000.00	2,050,000.00	1,050,000.00	105.00%
Total Expense:	1,000,000.00	2,050,000.00	1,050,000.00	105.00%
Total Fund: 120 - MODERIZATION USE TAX:	0.00	0.00	0.00	0.00%

Budget Comparison Report

Category	Parent Budget	Comparison 1 Budget		Comparison 1 to Parent Budget	%
	2021-2022	2022-2023	2023		
Fund: 303 - INDUSTRIAL PARK BOND	2021-2022	Increase / (Decrease)			
Revenue			PRELIMINARY		
Department: 000 - UNDESIGNATED					
340 - MISCELLANEOUS	2,500.00	0.00		-2,500.00	-100.00%
380 - TRANSFERS AND NON REVENUE RECEIPTS	700,000.00	100,000.00		-600,000.00	-85.71%
Total Department: 000 - UNDESIGNATED:	702,500.00	100,000.00		-602,500.00	-85.77%
Total Revenue:	702,500.00	100,000.00		-602,500.00	-85.77%
Expense					
Department: 600 - CAPITAL PROJECTS					
600 - CONTRACTUAL SERVICES	702,500.00	100,000.00		-602,500.00	-85.77%
Total Department: 600 - CAPITAL PROJECTS:	702,500.00	100,000.00		-602,500.00	-85.77%
Total Expense:	702,500.00	100,000.00		-602,500.00	-85.77%
Total Fund: 303 - INDUSTRIAL PARK BOND:	0.00	0.00		0.00	0.00%

Budget Comparison Report

Category	PRELIMINARY			
Fund: 306 - 2022 LOCAL IMPROVEMENTS PROJECT FUND				
Revenue				
Department: 350 - MAIN STREET				
230 - INTERGOVERNMENTAL REVENUES	0.00	1,250,000.00	1,250,000.00	0.00%
Total Department: 350 - MAIN STREET:	0.00	1,250,000.00	1,250,000.00	0.00%
Department: 351 - JL KING PARK				
230 - INTERGOVERNMENTAL REVENUES	0.00	250,000.00	250,000.00	0.00%
Total Department: 351 - JL KING PARK:	0.00	250,000.00	250,000.00	0.00%
Department: 352 - NORTHSIDE DRIVE				
230 - INTERGOVERNMENTAL REVENUES	0.00	250,000.00	250,000.00	0.00%
Total Department: 352 - NORTHSIDE DRIVE:	0.00	250,000.00	250,000.00	0.00%
Total Revenue:	0.00	1,750,000.00	1,750,000.00	0.00%
Expense				
Department: 350 - MAIN STREET				
600 - CONTRACTUAL SERVICES	0.00	1,250,000.00	1,250,000.00	0.00%
Total Department: 350 - MAIN STREET:	0.00	1,250,000.00	1,250,000.00	0.00%
Department: 351 - JL KING PARK				
600 - CONTRACTUAL SERVICES	0.00	250,000.00	250,000.00	0.00%
Total Department: 351 - JL KING PARK:	0.00	250,000.00	250,000.00	0.00%
Department: 352 - NORTHSIDE DRIVE				
600 - CONTRACTUAL SERVICES	0.00	250,000.00	250,000.00	0.00%
Total Department: 352 - NORTHSIDE DRIVE:	0.00	250,000.00	250,000.00	0.00%
Total Expense:	0.00	1,750,000.00	1,750,000.00	0.00%
Total Fund: 306 - 2022 LOCAL IMPROVEMENTS PROJECT FUN	0.00	0.00	0.00	0.00%

Budget Comparison Report

Category	PRELIMINARY				
Fund: 309 - AMERICAN RELIEF FUND					
Revenue					
Department: 000 - UNDESIGNATED					
250 - GRANTS	3,153,333.10	0.00	-3,153,333.10	-100.00%	
380 - TRANSFERS AND NON REVENUE RECEIPTS	0.00	6,264,048.26	6,264,048.26	0.00%	
Total Department: 000 - UNDESIGNATED:	3,153,333.10	6,264,048.26	3,110,715.16	98.65%	
Total Revenue:					
	3,153,333.10	6,264,048.26	3,110,715.16	98.65%	
Expense					
Department: 316 - AMERICAN RECOVERY REINVESTMEN					
600 - CONTRACTUAL SERVICES	3,150,333.10	6,264,048.26	3,113,715.16	98.84%	
900 - CAPITAL OUTLAY	3,000.00	0.00	-3,000.00	-100.00%	
Total Department: 316 - AMERICAN RECOVERY REINVESTME	3,153,333.10	6,264,048.26	3,110,715.16	98.65%	
Total Expense:					
	3,153,333.10	6,264,048.26	3,110,715.16	98.65%	
Total Fund: 309 - AMERICAN RELIEF FUND:					
	0.00	0.00	0.00	0.00%	

Budget Comparison Report

Category	PRELIMINARY			
Fund: 310 - LINKAGE TAP PROJECT				
Revenue				
Department: 000 - UNDESIGNATED				
230 - INTERGOVERNMENTAL REVENUES	30,000.00	0.00	-30,000.00	-100.00%
Total Department: 000 - UNDESIGNATED:	30,000.00	0.00	-30,000.00	-100.00%
Total Revenue:	30,000.00	0.00	-30,000.00	-100.00%
Expense				
Department: 653 - GRANTS, SUBSIDIES, AND ALLOCATIO				
900 - CAPITAL OUTLAY	30,000.00	0.00	-30,000.00	-100.00%
Total Department: 653 - GRANTS, SUBSIDIES, AND ALLOCATI	30,000.00	0.00	-30,000.00	-100.00%
Total Expense:	30,000.00	0.00	-30,000.00	-100.00%
Total Fund: 310 - LINKAGE TAP PROJECT:	0.00	0.00	0.00	0.00%

Budget Comparison Report

Category	Parent Budget	Comparison 1 Budget		Comparison 1 to Parent Budget	%
	2021-2022	2022-2023	2023		
Fund: 319 - PUBLIC IMPROVEMENT BONDS 2018	2021-2022	Increase / (Decrease)			
Revenue					
Department: 000 - UNDESIGNATED					
340 - MISCELLANEOUS	1,500.00	0.00		-1,500.00	-100.00%
380 - TRANSFERS AND NON REVENUE RECEIPTS	1,000,000.00	400,000.00		-600,000.00	-60.00%
Total Department: 000 - UNDESIGNATED:	1,001,500.00	400,000.00		-601,500.00	-60.06%
Total Revenue:	1,001,500.00	400,000.00		-601,500.00	-60.06%
Expense					
Department: 600 - CAPITAL PROJECTS					
600 - CONTRACTUAL SERVICES	5,000.00	0.00		-5,000.00	-100.00%
900 - CAPITAL OUTLAY	996,500.00	400,000.00		-596,500.00	-59.86%
Total Department: 600 - CAPITAL PROJECTS:	1,001,500.00	400,000.00		-601,500.00	-60.06%
Total Expense:	1,001,500.00	400,000.00		-601,500.00	-60.06%
Total Fund: 319 - PUBLIC IMPROVEMENT BONDS 2018:	0.00	0.00		0.00	0.00%

Budget Comparison Report

Category	PRELIMINARY			
Fund: 375 - PARK AND REC TOURISM				
Revenue				
Department: 000 - UNDESIGNATED				
230 - INTERGOVERNMENTAL REVENUES	1,940,000.00	2,450,000.00	510,000.00	26.29%
380 - TRANSFERS AND NON REVENUE RECEIPTS	1,500,000.00	3,600,000.00	2,100,000.00	140.00%
Total Department: 000 - UNDESIGNATED:	3,440,000.00	6,050,000.00	2,610,000.00	75.87%
Total Revenue:	3,440,000.00	6,050,000.00	2,610,000.00	75.87%
Expense				
Department: 551 - PARK & REC TOURISM				
375 - PARKS BOND 2020	115,000.00	0.00	-115,000.00	-100.00%
800 - DEBT SERVICE	1,487,955.00	1,486,420.00	-1,535.00	-0.10%
900 - CAPITAL OUTLAY	1,637,045.00	4,323,580.00	2,686,535.00	164.11%
950 - TRANSFERS	200,000.00	240,000.00	40,000.00	20.00%
Total Department: 551 - PARK & REC TOURISM:	3,440,000.00	6,050,000.00	2,610,000.00	75.87%
Total Expense:	3,440,000.00	6,050,000.00	2,610,000.00	75.87%
Total Fund: 375 - PARK AND REC TOURISM:	0.00	0.00	0.00	0.00%

Budget Comparison Report

Category						PRELIMINARY			
Fund: 377 - BUILD GRANT MS 182 / MLK CORRIDOR									
Revenue									
Department: 000 - UNDESIGNATED									
230 - INTERGOVERNMENTAL REVENUES									
Total Department: 000 - UNDESIGNATED:						3,081,225.00	6,500,500.00	3,419,275.00	110.97%
						3,081,225.00	6,500,500.00	3,419,275.00	110.97%
Total Revenue:									
Expense									
Department: 318 - MS182/MLK									
500 - SUPPLIES									
						0.00	500.00	500.00	0.00%
600 - CONTRACTUAL SERVICES						900,000.00	500,000.00	-400,000.00	-44.44%
900 - CAPITAL OUTLAY						2,181,225.00	6,000,000.00	3,818,775.00	175.07%
Total Department: 318 - MS182/MLK:						3,081,225.00	6,500,500.00	3,419,275.00	110.97%
Total Expense:						3,081,225.00	6,500,500.00	3,419,275.00	110.97%
Total Fund: 377 - BUILD GRANT MS 182 / MLK CORRIDOR:								0.00	0.00%

Budget Comparison Report

Category	PRELIMINARY				
Fund: 380 - PARK BONDS 2020					
Revenue					
Department: 000 - UNDESIGNATED					
340 - MISCELLANEOUS	10,000.00	2,000.00	-8,000.00	-80.00%	
380 - TRANSFERS AND NON REVENUE RECEIPTS	14,163,009.63	4,863,655.33	-9,299,354.30	-65.66%	
900 - CAPITAL OUTLAY	0.00	1,600,000.00	1,600,000.00	0.00%	
Total Department: 000 - UNDESIGNATED:	14,173,009.63	6,465,655.33	-7,707,354.30	-54.38%	
Total Revenue:	14,173,009.63	6,465,655.33	-7,707,354.30	-54.38%	
Expense					
Department: 551 - PARK & REC TOURISM					
600 - CONTRACTUAL SERVICES	913,466.00	0.00	-913,466.00	-100.00%	
900 - CAPITAL OUTLAY	13,259,543.63	6,465,655.33	-6,793,888.30	-51.24%	
Total Department: 551 - PARK & REC TOURISM:	14,173,009.63	6,465,655.33	-7,707,354.30	-54.38%	
Total Expense:	14,173,009.63	6,465,655.33	-7,707,354.30	-54.38%	
Total Fund: 380 - PARK BONDS 2020:	0.00	0.00	0.00	0.00%	

Budget Comparison Report

Category	PRELIMINARY			
Fund: 700 - STARK/HOSPITAL ROAD EXPANSION				
Revenue				
Department: 000 - UNDESIGNATED				
230 - INTERGOVERNMENTAL REVENUES	1,500,000.00	0.00	-1,500,000.00	-100.00%
340 - MISCELLANEOUS	0.00	1,500.00	1,500.00	0.00%
380 - TRANSFERS AND NON REVENUE RECEIPTS	0.00	1,500,676.20	1,500,676.20	0.00%
Total Department: 000 - UNDESIGNATED:	1,500,000.00	1,502,176.20	2,176.20	0.15%
Total Revenue:	1,500,000.00	1,502,176.20	2,176.20	0.15%
Expense				
Department: 300 - STREET DEPARTMENT				
600 - CONTRACTUAL SERVICES	1,500,000.00	1,502,176.20	2,176.20	0.15%
Total Department: 300 - STREET DEPARTMENT:	1,500,000.00	1,502,176.20	2,176.20	0.15%
Total Expense:	1,500,000.00	1,502,176.20	2,176.20	0.15%
Total Fund: 700 - STARK/HOSPITAL ROAD EXPANSION:	0.00	0.00	0.00	0.00%
Report Total:	0.00	0.00	0.00	0.00%

Fund Summary

Fund	Parent Budget		Comparison 1 Budget	Comparison 1 to Parent Budget	%
	2021-2022	2021-2022	2022-2023 2023	Increase / (Decrease)	
	PRELIMINARY				
001 - GENERAL FUND	0.00		0.00	0.00	0.00%
002 - RESTRICTED POLICE FUND	0.00		0.00	0.00	0.00%
003 - RESTRICTED FIRE FUND	0.00		0.00	0.00	0.00%
015 - AIRPORT FUND	0.00		0.00	0.00	0.00%
016 - RESTRICTED AIRPORT	0.00		0.00	0.00	0.00%
022 - ENVIRONMENTAL SERVICES	0.00		0.00	0.00	0.00%
023 - LANDFILL ACCOUNT	0.00		0.00	0.00	0.00%
107 - COMPUTER ASSESSMENTS	0.00		0.00	0.00	0.00%
120 - MODERIZATION USE TAX	0.00		0.00	0.00	0.00%
303 - INDUSTRIAL PARK BOND	0.00		0.00	0.00	0.00%
306 - 2022 LOCAL IMPROVEMENTS PROIE	0.00		0.00	0.00	0.00%
309 - AMERICAN RELIEF FUND	0.00		0.00	0.00	0.00%
310 - LINKAGE TAP PROJECT	0.00		0.00	0.00	0.00%
319 - PUBLIC IMPROVEMENT BONDS 201	0.00		0.00	0.00	0.00%
375 - PARK AND REC TOURISM	0.00		0.00	0.00	0.00%
377 - BUILD GRANT MS 182 / MLK CORRI	0.00		0.00	0.00	0.00%
380 - PARK BONDS 2020	0.00		0.00	0.00	0.00%
700 - STARK/HOSPITAL ROAD EXPANSION	0.00		0.00	0.00	0.00%
Report Total:	0.00		0.00	0.00	0.00%



AGENDA ITEM DEPT.: Administration

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

AGENDA DATE: August 16, 2022
PAGE: 1

SUBJECT: Consideration of the adoption of a resolution in support of establishing a Rural Transportation Planning Organization under the authority of the Golden Triangle Planning and Development District (GTPDD).

AMOUNT & SOURCE OF FUNDING: N/A

FISCAL NOTE: N/A

AUTHORIZATION HISTORY: The authority to establish this organization has become possible and allows access to a federal level of funding that can be used for transportation upgrades for roads much like the Metropolitan Planning Organizations are offered.

**REQUESTING
DEPARTMENT:** Administration

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

FOR MORE INFORMATION CONTACT: Mayor Spruill

SUGGESTED MOTION:

Move approval of the resolution supporting the establishment of the Rural Transportation Planning Organization.

Rural Planning Organizations (RPOs)

- ☐ RPOs serve a similar function as Metropolitan Planning Organizations (MPOs) for the rural areas the state.
- ☐ The purpose of an RPO is to involve local officials in transportation planning through a structured process.
- ☐ Federal regulations require states to consult and coordinate with local officials in rural areas and a RPO provides a more structured approach to this coordination.
- ☐ Based upon funding RPOs can
 - ☐ Develop long-term comprehensive transportation plans for the region
 - ☐ Provide a forum for public participation in the transportation planning process
 - ☐ Provide transportation-related information to local governments
 - ☐ Develop prioritized listed of proposed projects
- ☐ Generally, the role and responsibilities of a RPO is overseen by a committee structure comprised of a Policy Committee of elected officials that provides policy direction. A Technical Committee that provides technical expertise and is comprised of professional planners and engineers from local jurisdictions and other transportation related agencies.
- ☐ RPOs work cooperatively across political boundaries, level of government, and economic sectors to identify a shared vision for the region that comprehensively looks at the relationship between transportation decisions and those related to housing, the economy and jobs, land use and community design, and conservation and preservation, social services, among others.
- ☐ Federal surface transportation law defines a RPO in a specific way and a RPO must be designated by the state's governor to be considered an RPO under the federal definition.

**A RESOLUTION FROM THE CITY OF STARKVILLE TO
SUPPORT THE CREATION OF A RURAL TRANSPORTATION
PLANNING ORGANIZATION (RTPO)**

***Supporting the Efforts of the Golden Triangle Planning and Development District in the
Formation of a Rural Transportation Planning Organization for the Golden Triangle
Area in Mississippi***

WHEREAS, the City of Starkville, Mississippi, has certain pressing Transportation, Economic and Community Development needs, and;

WHEREAS, the U.S. Department of Transportation has designated available funds under the Rural Surface Transportation Program, and;

WHEREAS, the City of Starkville, Mississippi, is located in the Golden Triangle Planning and Development District, and;

WHEREAS, the Golden Triangle Planning and Development District (GTPDD) intends to pursue the possibilities of establishing a Rural Transportation Planning Organization,

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Board of Aldermen of the City of Starkville, Mississippi;

- (1) ☐ That Starkville, Mississippi wishes to be a part of and participate in the planning, development, and organization of a Rural Transportation Planning Organization (RTPO) through the Golden Triangle Planning and Development District;
- (2) ☐ That upon approval of said organization each participating entity will be eligible to receive assistance in funding of certain highway, bridge or tunnel projects that are eligible under programs of the U.S. Department of Transportation; and
- (3) ☐ That the Mayor of Starkville, Mississippi is hereby authorized to sign all necessary documents related to such establishment for the said municipality, upon approval of said organization by the U.S. Department of Transportation.

SO ORDERED THIS the _____ day of _____ 2022, by the City of Starkville Mayor and Board of Aldermen of Starkville, Mississippi in a recess meeting.

Mayor

City Clerk



AGENDA ITEM DEPT.: Administration

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

AGENDA DATE: August 16, 2022
PAGE: 1

SUBJECT: Consideration of calling for public hearings to consider an ordinance to regulate the installation, expansion and maintenance of small cell technology within the City of Starkville.

AMOUNT & SOURCE OF FUNDING: N/A

FISCAL NOTE: N/A

AUTHORIZATION HISTORY: N/A

**REQUESTING
DEPARTMENT:** Administration

**DIRECTOR'S
AUTHORIZATION:** Mayor Spruill

FOR MORE INFORMATION CONTACT: Mayor Spruill

SUGGESTED MOTION:

Move approval calling for public hearings on the possible adoption of an ordinance regulating the installation, expansion and maintenance of small cell technology within the City of Starkville.

**AN ORDINANCE ADOPTING REGULATIONS FOR SMALL CELL TECHNOLOGY
FACILITIES IN THE CITY OF STARKVILLE, MISSISSIPPI**

WHEREAS, the City of Starkville, Mississippi, (the “City”) seeks to facilitate the availability of reliable, personal wireless communications services for its citizens and the public by permitting the placement of Small Cell Technology Facilities and associated structures along the Right of Way and on private properties in the City; and

WHEREAS, the installation, expansion, and maintenance of Small Cell Technology Facilities and associated structures on or along the Right of Way and on private properties might have significant impact upon: (1) the aesthetic values and character of the City; (2) safe use and passage on or along the Rights of Way by the public; and (3) properties and property values in the City in the areas where such structures are placed; and

WHEREAS, the Federal Telecommunications Act of 1996 (the “Act”) and regulations promulgated with respect to the Act by the Federal Communications Commission (“FCC”) authorize local governments to enact reasonable regulations for the permission, placement, expansion, height, and maintenance of Small Cell Technologies Facilities and associated structures; and

WHEREAS, Mississippi Code Ann. Section 21-37-3 authorizes the governing authority of a municipality to exercise full jurisdiction in the matter of Rights-of-Way; and

WHEREAS, as provided in this Ordinance and as permitted by Federal and State Law, the City seeks to mandate, where feasible, the collocation of Small Cell Technology Facilities on existing poles and other Structures as opposed to installation of new structures; and

WHEREAS, the above-noted collocation and other provisions of this Ordinance are intended to be consistent with the Act and its associated regulations; and

WHEREAS, the adoption of the regulations, procedures, and requirements in this Ordinance will permit Applicants and Providers to enhance the provision of personal wireless service and protect the public welfare, health, safety, and interests of the City’s citizens.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Aldermen of the City of Starkville, Mississippi, that the following is adopted:

SECTION 1. Definitions.

The terms below have the following meanings for purposes of this Ordinance.

- A. "Abandonment" or "Abandon(s)" means that, following the placement of DAS and/or Small Cell Technologies Facilities (and associated Accessory Equipment) or Support Structures in the City pursuant to a permit issued to a Provider or an Applicant, any of the following has occurred:

- (1) for any reason the Facilities cease to be used to transmit signals, data or messages or otherwise be used for their intended purposes for a period of ninety (90) days;
 - (2) the City revokes the permit for placement and use of those Facilities due to nonpayment of applicable fees, the failure of the Provider or Applicant to comply with conditions in the permit or in this Ordinance, or other valid reason; or
 - (3) the Provider or Applicant fails to perform any of its responsibilities, obligations and requirements in this Ordinance or in a permit that relates to the installation, construction, maintenance, use or operation of the Facilities, Accessory Equipment or Support Structures, and that breach remains uncured for a period of sixty (60) days after the City provides written notice of the breach to the Provider or Applicant.
- B. "Accessory Equipment" means any equipment other than an antenna that is used in conjunction with DAS and/or Small Cell Technology Facility arrangements. This equipment may be attached to or detached from a DAS and/or Small Cell Technology Wireless Support Structure, and includes, but, is not limited to, cabinets, optical converters, power amplifiers, radios, DWDM and CWDM multiplexers, microcells, radio units, fiber optic and coaxial cables, wires, meters, pedestals, power switches, and related equipment on, or in the immediate vicinity of a Support Structure. The term does not include the structure or improvements on, under, or within which the equipment is collocated, wireline backhaul facilities, coaxial or fiber optic cable that is between wireless support structures or utility poles or coaxial or fiber optic cable that is otherwise not immediately adjacent to, or directly associated with, an antenna.
- C. "Antenna" means communications equipment that transmits and receives electromagnetic radio signals, is attached to a DAS and/or Small Cell Technology Wireless Support Structure and is used to communicate wireless service.
- D. "Applicant," whether singular or plural, means a Personal Wireless Service Provider, Wireless Infrastructure Provider, or an entity (including one that is not a Provider) that is authorized by a Personal Wireless Service Provider to apply for or receive a permit to install, construct, manage, modify or maintain a DAS and/or Small Cell Technology Facility and related Accessory Equipment or Support Structure in the City, or an entity licensed by the FCC, or an entity certificated by the Mississippi Public Service Commission to provide telecommunication service.
- E. "Application" means a formal request submitted to the City for a permit to install, construct, modify or maintain a DAS and/or Small Cell Technology Facility and related Accessory Equipment or Support Structure.
- F. "City" means the City of Starkville, Mississippi.
- G. "City Board of Aldermen" means the Board of Aldermen of the City of Starkville, Mississippi.

- H. "Collocation" means the placement or installation of a new DAS and/or Small Cell Wireless Technology Facility or related Accessory Equipment on an existing pole or other Support Structure that is owned, controlled, or leased by a utility, the City, or other person or entity.
- I. "DAS" or "Distributed Antenna System" is a network of spatially separated Antenna sites connected to a common source that provides wireless service within a geographic area or structure.
- J. "Distributed Antenna System Facilities and/or Small Cell Technology Facility(ies)" or "Facilities," whether singular or plural, means and includes the following types of structures: (a) antenna; and (b) associated Accessory Equipment.
- K. "Personal Wireless Service Provider" or "Provider" means an entity that provides personal wireless communication services to the public or citizens of the City on a commercial basis and is authorized by the FCC to provide those services.
- L. "Private Property" means real property located in the City that does not lie within the Right of Way.
- M. "Planning Director" means the person appointed by the Mayor and the City Board of Aldermen as the Planning Director who is responsible for the administration of this Ordinance.
- N. "Right of Way" whether singular or plural, means the surface and space in, upon, above, along, across, over and below any public streets, avenues, highways, roads, courts, lanes, alleys, boulevards, ways, sidewalks, and bicycle lanes, including all public utility easements, as the same now or may hereafter exist, that are within the City's corporate boundaries and under the jurisdiction of the City. This term shall not include county, state or federal rights of way or any property owned by any person or entity other than the City, or City property that is not right-of-way.
- O. "Support Structure" or "DAS and/or Small Cell Technology Wireless Support Structure," whether singular or plural, means a freestanding structure designed or used to support, or capable of supporting, DAS and/or Small Cell Technology Facilities, including, but not limited to, utility poles, street light poles, traffic signal structures, rooftops, attics, or other enclosed or open areas of a building or accessory structure, a sign, or a flag pole. These terms do not include the City's decorative and/or architecturally significant street light poles as those decorative lights are inappropriate for use as a Support Structure.
- P. "Stealth Technology" means a method(s) of concealing or minimizing the visual impact of a DAS and/or Small Cell Technology Facility (and associated Accessory Equipment) and Support Structure by incorporating features or design elements which either totally or partially conceal such Facilities or equipment. The use of these design elements is intended to produce the result of having said Facilities and associated structures blend

into the surrounding environment and/or disguise, shield, hide or create the appearance that the Facilities are an architectural component of the support structure.

- Q. "Wireless Infrastructure Provider" means any person, including a person authorized to provide telecommunications service in the state, that builds or installs wireless communication transmission equipment, wireless facilities, or wireless support structures, but that is not a wireless services provider.

SECTION 2. Permit Required to Place DAS and/or Small Cell Technology Facilities.

- A. A Provider or Applicant must obtain an infrastructure permit from the City before placing, installing, constructing, or operating any DAS and/or Small Cell Technology Facility (and associated Accessory Equipment) on any Support Structure that is located on the Right of Way, or Private Property, including substantially modifying the position or characteristics of any such existing Facility thereon.
- B. The Planning Director(the "Director"), or his designee, will review and administratively process any request for a permit to determine whether, in the exercise of the Director's reasonable discretion, it should be issued for the location and in the manner requested by the Applicant. In this process, the burden is on the Provider or Applicant to demonstrate that the placement of the proposed DAS and/or Small Cell Technology Facility and associated Accessory Equipment or Support Structure is necessary to achieve the Provider's or Applicant's goal of enhancing the provision of personal wireless services when considering all pertinent factors discussed in the provision immediately below. Except as set forth in this section or if an appeal is taken, this permitting process will be administrative and not require the approval of any City Board or City official other than the Director. The factors, requirements and guidelines that the Director may consider and will apply when determining whether to issue a permit for placement of DAS and/or Small Cell Technology Facilities and associated structures include, but are not limited to, the following:
- (1) A Conditional Use Permit has been approved by the Board of Adjustment and Appeals, if a new Support Structure is necessary. In addition to the standard review criteria, the following criteria shall also be considered by the Board of Adjustment and Appeals in considering an application for a new Support Structure:
 - a. Spacing between support structures,
 - b. Collocation availability,
 - c. Appearance of the proposed Support Structure and Facilities as a whole, taking into consideration the design guidelines depicted in Exhibit "A",
 - d. Impact to the surrounding environment;
 - (2) the visual impact of placing the Support Structures or Facilities in the subject area;

- (3) the ability and specifications of the structures upon which the Facilities and Accessory Equipment are placed to safely support those Facilities and Accessory Equipment;
- (4) the character of the area in which the Facilities are proposed for placement, including surrounding buildings, properties and uses;
- (5) whether the appearance and placement of the requested Facilities is aesthetically consistent with the immediate area and/or needs landscaping or other screening features. Aesthetic considerations shall take into account the proposed location and the design guidelines depicted in Exhibit "A";
- (6) whether the Facilities are consistent with the historic nature and/or unique characteristics of the requested location;
- (7) whether the Facilities exceed the height of similar existing structures in the area, or where no similar existing structures are present, whether the Facilities exceed the height limitations established for the zoned district in which a structure is proposed, but in no event shall a Facility's height exceed fifty feet (50');
- (8) Collocation. To the extent reasonable, in the discretion of the Director, all Facilities and associated Accessory Equipment that are placed in the City shall be attached to a pre-existing Support Structure that is owned, controlled or leased by a utility, franchisee, the City or other entity or person, with the permission of the owner of such structure. If the Applicant demonstrates that no collocation opportunities exist in the area where a technologically documented need for a Facility exists, the Applicant may request that a new pole or other Support Structure be installed in that area for purposes of constructing the Facilities. Before any new Support Structure is permitted, each of the following must occur:
 - (a) the Applicant must have provided the City written evidence that no reasonable collocation opportunity exists. This documentation may include, but not be limited to, affidavits, correspondence, or other written information that demonstrates that the Applicant has taken all commercially reasonable actions to achieve collocation in the requested location or area, that the Applicant has pursued but been denied access to all potential collocation sites in the subject area (and the reasons for any such denial(s)), or otherwise show that the Applicant is unable to collocate on an existing Support Structure, including for technical and other valid reasons; and
 - (b) the Director must recommend the placement of a new Support Structure in the Right of Way after thorough review by the City Engineer and Director of Public Works, or their designees; and

- (c) newly constructed Support Structures shall be, to the extent reasonably possible, built in such manner as to readily accommodate collocation by no less than one (1) similar (though potentially competing) entity with equipment of equal or greater size. The owner of such structure shall not unreasonably deny another carrier from collocation. The collocation requirement may be waived by the City of Starkville for good cause shown. Such waiver will not be unreasonably withheld; and
 - (d) a conditional use permit is approved by the Board of Adjustment and Appeals for the new Support Structure.
- (9) if a Facility is attached to a utility pole or other Support Structure, no Antenna or other part of the Facility shall extend more than ten (10) feet above the height of such Support Structure; if the Facility includes an antenna array, the array shall be flush mounted within eighteen (18) inches of the Support Structure, or be contained in a canister that is a continuation of the approximate diameter of the Support Structure, and the array colored to match the support structure;
 - (10) the location of any new Facilities shall be subject to review by the Director for its visual impact and to avoid an appearance of “clutter” among other Right of Way uses in the vicinity;
 - (11) the Accessory Equipment shall, if reasonably possible, be buried, placed within the pole, in a cabinet under the pole, or at least twelve (12) feet above the ground and limited to twenty-eight (28) cubic feet cumulatively;
 - (12) the color of Antenna and Accessory Equipment shall be compatible with that of the Support Structure or in a manner that otherwise attempts to conceal the equipment against the background of the developed or natural environment;
 - (13) the Facility (including the Accessory Equipment) shall not be illuminated unless required by applicable laws and regulations;
 - (14) display of logos, branding, or the like on the Facilities in any way that may reasonably be construed as advertising shall be prohibited;
 - (15) whether Applicant has provided documentation that the proposed installation will not cause harm to the public or pose any undue risk to public safety;
 - (16) whether the proposed installation may interfere with vehicular traffic, passage of pedestrians, or other use of the Right of Way by the public;
 - (17) if the proposed installation will disturb conditions on the Right of Way, whether the Applicant can demonstrate its ability and financial resources to restore the subject area to its preexisting condition following installation;

- (18) structures and Facilities, either in their installation or continued operation shall in no way interfere with the telecommunications capabilities of emergency responders or any public safety personnel; and
- (19) that the applicant covenants and agrees to indemnify, defend, save, and hold harmless the City of Starkville, Mississippi, and its agents, officials, officers, and employees from and against any and all claims, injuries, losses, liabilities, damages, charges, costs, and expenses (including reasonable attorneys' fees and costs), whether suffered by the applicant or any other person (including the City of Starkville, its agents, or employees), which may occur on the property of the City of Starkville or elsewhere, on account of or by reason of any matters which arise during, or from, the issuance of the permit described herein or which may materially affect the issuance of the permit described herein, except to the extent that any such matter is caused by the negligence or misconduct of the City of Starkville, its employees, contractors or agents.

SECTION 3. Application Process.

The application process for locations within the City is as follows: Applications for locations on Right-of-Way or private property, including, but not limited to, additions to existing structures on private property, are required to be reviewed by the Planning Director, or his designee, subject additionally to the City's Zoning Ordinance/Board of Adjustment and Appeals (for new Support Structures), Building Code and construction permitting processes. The Director may also rely on a review by other Departments as deemed necessary.

A. At a minimum, each application for a permit shall contain the following:

- (1) Drawings stamped by a licensed engineer depicting the type of Facilities, Support Structure, and means and points at which such Facilities and associated Accessory Equipment will be attached to a Support Structure;
- (2) Map(s) designating with specificity the location(s) of the requested Facilities and all other existing or proposed locations of the Applicant within 1,000 feet;
- (3) The geographic coordinates of all antenna and other proposed Facilities of the Applicant within 1,000 feet;
- (4) If the Facilities will be located on the Right of Way on a Support Structure that is owned by any entity other than the City or the Applicant, a copy of any license, lease, agreement, letter or other documentation evidencing that the owner of that Support Structure authorizes the Facilities to be attached thereto or agrees in principle to authorize that attachment; provided that, if a representation is made to the City that the attachment has been authorized in principle by the owner of the Support Structure but the Applicant subsequently fails to furnish the City documentation that finalizes any such agreement, the City may refuse to issue the requested permit until that documentation is provided, or, if the City issues the

requested permit before receiving such final documentation, the subject permit may be revoked and any license to use that part of the Right of Way may be rescinded.

- (5) If the Applicant requests permission to place Facilities on a new Support Structure, other requirements contained in this Ordinance shall be met, including but not limited to applying for a conditional use permit from the Board of Adjustment and Appeals.
 - (6) Photo-simulated post-construction renderings depicting the proposed facilities and equipment, including any/all equipment cabinets, ancillary structures, coloration, and landscaping.
- B. An application shall not be deemed complete until the Applicant has submitted all documents, information and forms specifically enumerated in this ordinance that pertain to the location, construction, or configuration of the Facilities or Support Structures at the requested location(s). Within ten (10) calendar days after an application for permit is submitted, the City shall notify the applicant in writing if any additional information is needed to complete that application or supplemental information is required to process the request. Once the completed Application is submitted, the Director shall make the final decision to approve or deny a complete application within 60 days. Applications for a new Support Structure requiring a conditional use permit from the Board of Adjustment and Appeals shall be approved or denied within ninety (90) days of the submission of the completed application.
- C. Additional Requirements. Any Provider or Applicant to whom a permit is issued and who places Facilities and associated Support Structures on the Right of Way, shall comply with the following requirements so long as those Facilities and Support Structures are on or under the Right of Way:
 - (1) Prior to installing the Facilities or Support Structures, the Applicant shall provide the City a certificate(s) of insurance, or of self-insurance, evidencing that it has obtained and will maintain the following types of insurance in connection with its operations on or use of the Right of Way:
 - (a) Commercial General Liability coverage insuring the risk of claims for damages to persons or property arising from or related to the installation, construction, maintenance, operation or any use of Facility or Support Structure placed on or along the Right of Way by the Applicant with minimum limits of \$1,000,000 per occurrence and \$2,000,000 aggregate.
 - (b) Workers Compensation Insurance as required by statute. The required General Liability coverage shall include the City as an additional insured as its interest may appear under this Ordinance. All required insurance policies shall be furnished by insurers who are eligible to transact business in the State of Mississippi and are rated at least A-VII by AM Best.

Following initial installation, if any changes in coverage occur, the Applicant shall furnish the City a new Certificate indicating that the above-noted coverage remains and will remain in effect. In lieu of the insurance requirements above, an Applicant may provide a certificate of self-insurance sufficient to satisfy the above amounts.

- (c) Applicant shall require any contractors and subcontractors to obtain and maintain substantially the same insurance with substantially the same limits as required of Applicant, including the City as an additional insured as its interest may appear under this Ordinance, and providing to the City a certificate of insurance evidencing such coverage.
- (2) Permits for the construction of new facilities or the placement of collocated equipment shall be good for twelve (12) months following issuance of the permit. If construction or installation is not completed in that amount of time, the permit will terminate, and the applicant must remove any partially installed equipment. The City may take applications for the same or nearby locations and hold them in standby until it is known whether full installation/construction on an active permit is completed. If/when construction or installation is underway but delayed due to unforeseen circumstances, including but not limited to the lack of available commercial power or communications facilities to the site, the city may consider a request for a six (6) month extension to a permit. Permit fees shall be non-refundable.
- (3) All Facilities and associated Support Structures shall be installed, erected, maintained and operated in compliance with applicable federal and state laws and regulations, including, but not limited to, regulations of the FCC.
- (4) Following the installation of any Facilities and associated Support Structures, the Provider or Applicant, upon reasonable request and for good cause, shall furnish the City Clerk a written certification from a licensed professional engineer in the State of Mississippi stating that those structures have been inspected and are being maintained, operated and used in compliance with all applicable laws and regulations, including those of the FCC that pertain to the transmission of wireless communication signals. For purposes of this provision, "good cause" shall mean circumstances have arisen that indicate the Facilities and associated Support Structures have been damaged, are not functioning in compliance with applicable laws and regulations, or otherwise pose a hazard to the public. If those Support Structures should fail at any time to comply with applicable laws and regulations, the Provider or Applicant, at either of their expense, shall cause those structures to be brought into compliance with said laws and regulations within thirty (30) days of the date of any written notice to them from the Director of non-compliance, or cease all personal wireless service operations related to those structures until the Applicant or Provider comes into full compliance with said laws and regulations. If within ninety (90) days of the date of written notice of non-compliance the Applicant has not brought the structure into compliance, the City may remove

said structures from the Right-of-Way in accordance with Section 5(1), (2) and (3).

- (5) The Facilities and associated Support Structures must be maintained in good and safe condition.
- (6) Each Applicant or Provider that applies for a permit to place Facilities (including the Accessory Equipment) and Support Structures on the Right of Way and installs and utilizes those structures shall defend, indemnify and hold the City and its employees or officials, harmless from all demands, losses, expenses (including attorney's fees and court costs), claims for personal injury or property damage, judgments or liabilities of any type that may be asserted or claimed against the City (or its employees or officials) by any third person, firm or entity that arise out of or relate in any manner to the following:
 - (a) the installation, construction, maintenance, location, use or operation of the permitted Facilities, Accessory Equipment or any Support Structure on or about the Right of Way; and/or
 - (b) the failure of the Provider or Applicant to perform any of their respective responsibilities, obligations and permit requirements in this ordinance. Notwithstanding the foregoing, the Provider or Applicant shall not be obligated to indemnify the City for claims resulting from the negligence or willful acts of the City (or its representatives).
- (7) Franchise Agreements for Other Uses of Right of Way. This Ordinance regulates the placement of DAS and/or Small Cell Technology Facilities (and associated Accessory Equipment) on or in the immediate vicinity of Support Structures that are located or proposed to be located on the Right of Way or private property. No provision of this ordinance is intended to permit, regulate or authorize the placement by a Provider or Applicant of fiber optic lines, coaxial cable, switches, pedestals or networking equipment of any type that is used to transport telecommunication signals, data or messages between Support Structures or between any other points on the Right of Way. In the event any such Provider or Applicant desires to place telecommunications equipment or Facilities along the Right of Way at points not regulated by this Ordinance, the City may enter into a franchise or similar agreement that authorizes, governs and applies to such use of other locations on or along the Right of Way.

SECTION 4. Compensation.

- A. Permit and License Fees. The Applicant for a permit to place Facilities or associated Support Structures on the Right of Way shall pay the following types of fees:

- (1) for Facilities, a \$500.00 non-recurring permit application fee that may include up to five Facilities, with an additional \$100.00 for each Facility beyond five; each location in a combined application shall be required to receive a unique permit per location; or
 - (2) for Support Structures (i.e., a new pole, and not a collocation, intended to support one or more Small Wireless Facilities), a \$1,000.00 non-recurring permit application fee; and
 - (3) a \$270.00 annual license fee per/Small Wireless Facility due on or before December 31 every year the Facility remains in operation, except as provided in Section 4.B.
- B. Annual License Fee Payments. In the first year of this Permit, the Provider's or Applicant's annual license fee shall be due upon completion of a structure or installation and payable within thirty (30) days therefrom and are not prorated. In the first year of this Permit, the license fee shall be \$270.00 for Facilities completed and/or installed between January 1 and June 30 and shall be \$135.00 for Facilities completed and/or installed between July 1 and December 31. Thereafter, the Provider's or Applicant's annual license fee payable under Section 4A(3) shall be due and payable to the City annually on or before December 31 for the following calendar year. All payments due under this Permit shall be made to the City of Starkville.
- C. Annual license fee payments not received by the City on or before the due date shall be assessed interest of 1% per month commencing on the first day after the due date. Failure to make full payment including applicable interest charges, after thirty (30) days advance written notice, within sixty (60) days of the applicable payment date shall constitute a violation of this Permit.

SECTION 5. Abandonment of Facilities on Right of Way.

- A. If a Provider or Applicant abandons any Facility (including the Accessory Equipment) or an associated Support Structure (collectively "Facilities" for purposes of this Section) that is located on the Right of Way, the Provider shall notify the Director in writing, within thirty (30) days of the abandonment, and the following rights and obligations shall exist. The City may require the Provider or Applicant, at their expense, to remove and reclaim the abandoned Facilities within six (6) months from the date of written notice of abandonment given by the City to them and to reasonably restore the condition of the property at which the Facilities are located to that existing before they were installed. If the Provider or Applicant fails to remove and reclaim its abandoned Facilities within such six (6) month period and the Facilities are located on the Right of Way, the City shall have the rights to:
- (1) remove them and charge its expense of any such removal operation to the account of the Provider or Applicant,

- (2) at the City's discretion, either resell the abandoned Facilities to a third party or dispose and salvage them; provided that the net proceeds of any resale of abandoned Facilities by the City to a third party shall be credited to the account of the Applicant or Provider that used those Facilities before the abandonment, and
- (3) charge any expense incurred by the City to restore the Right of Way to the account of the Provider or Applicant.

SECTION 6. Non-Applicability.

The placement of an antenna(s), facilities or equipment related to the following types of wireless communication services are exempt from regulation under this ordinance:

- (a) amateur radio service that is licensed by the FCC if the facilities related thereto are not used or licensed for any commercial purpose; and
- (b) facilities used by any federal, state or local government or agency to provide safety or emergency services. Further, the provisions in this Chapter are supplemental to, and not intended to alter, affect or modify any other provisions in the City of Starkville ordinances that may be applicable to the placement or use of macro Telecommunications Towers.

SECTION 7. Posting of Permits.

At all times while work or construction is in progress, a copy of the permit must be located at or near the work or construction site and shall, on request, be shown to the Director or any public safety or code officer.

SECTION 8. Suspension; Revocation of Permit.

If work under an issued permit fails to conform to the conditions of the permit or the requirements of this Ordinance or existing ordinances of the City of Starkville, and such nonconformance is not cured within thirty (30) days of written notice from the City, the permit may be revoked or suspended. If the permit is suspended, work shall be stopped until the permittee gives assurance to the Director of his or her ability and intention to complete the work in accordance with the conditions of the permit and this Ordinance and the other ordinances of the City. Any notice of revocation, suspension or stop work order shall be delivered in writing to the permittee or his or her designee or to a representative of the permittee, such as the project manager or the person who is overseeing or managing the work or construction and shall state the reasons for such action.

SECTION 9. Liability of the City.

Neither the City nor any officer or employee thereof shall be held responsible for any damages caused by any work or construction in any street, alley, sidewalk, right-of-way, or other public place made by any person under the authority of a permit issued pursuant to the provisions of

this Ordinance. The permittee shall be solely liable for any damage or loss occasioned by any act or omission occurring in connection with such work or construction, and shall fully indemnify, hold harmless and defend City, its officers, officials, and employees from and against any and all suits, actions, judgments, losses, costs, demands, claims, expenses (including attorney's fees), damages, and liabilities of every kind to which the City and its officers, officials, and employees may be subjected for injury of any type, death or property damage arising from or connected with any such act or omission. The City shall promptly notify a permittee, at the address(es) set forth in the permit, of any claim or suit served upon the City and alleging negligent or wrongful conduct by the permittee in connection with work or construction that is the subject of a permit.

SECTION 10. Violations and Penalties.

- A. Any person or entity violating any of the provisions of this Article shall be guilty of a misdemeanor. Each person shall be deemed guilty of a separate offense for each day or portion thereof during which that person knowingly commits any violation of any of the provisions of this Article is committed. Upon conviction of any such violation, said violator(s) shall be punished by a fine of not more than one thousand dollars (\$1,000.00) for each such violation.
- B. No person or entity who has violated any provision of this Article shall be issued another permit hereunder, nor shall any contractor or agent apply for or be issued such a permit on such person's behalf, until the outstanding violation is corrected or a plan for correction is approved by the Director, which approval shall not be unreasonably withheld. The foregoing requirement or penalty is in addition to any penalty or remedy for violation that may be imposed or sought by the City at law or equity.

SECTION 11. Other Ordinances; Severability.

- A. All provisions of the ordinances of the City of Starkville in direct conflict with the provisions of this Ordinance are subordinated to this Ordinance and all other provisions of the ordinances of the City of Starkville not in conflict with the provisions of this Ordinance shall remain in full force and effect.
- B. If any sentence, paragraph, subdivision, clause, phrase, or section of this Ordinance or the application thereof to any person or circumstances be adjudged or held to be unconstitutional, illegal, invalid, or unenforceable by a court of competent jurisdiction, such finding or such invalidity shall not serve as an invalidation or affect the validity or enforceability of any other section or provision of this Ordinance and to this end, the provisions of this Ordinance are declared to be severable. Such an invalid sentence, paragraph, subdivision, clause, phrase, or section shall also not affect the validity of the Code of Ordinances as a whole.
- C. Permits issued pursuant to this Ordinance, and the Permittees thereof, are subject to the provisions of the City's right-of-way management ordinances. Permittees must restore Rights-of-way to their former condition at the completion of all maintenance and construction activity.

SECTION 12. Effective Date

That this Ordinance take effect and be in force one (1) month from and after passage as provided by law.

The foregoing Ordinance having been reduced to writing, the same was introduced by Alderman _____, seconded by Alderman _____, and was adopted by the following vote, to-wit:

Alderman Ben Carver	_____
Alderman Sandra Sistrunk	_____
Alderman Jeffrey Rupp	_____
Alderman Mike Brooks	_____
Alderman Hamp Beatty	_____
Alderman Roy A'. Perkins	_____
Alderman Henry Vaughn	_____

The foregoing Ordinance was read, passed, adopted and approved on the ____ day of _____, 2022.

D. LYNN SPRUILL, MAYOR

ATTEST:

LESA HARDIN, CITY CLERK



AGENDA ITEM DEPT.: Administration

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

AGENDA DATE: August 16, 2022
PAGE: 1

SUBJECT: Consideration of a pay raise in accordance with the salary survey recommendation effective on the pay date of August 12, 2022.

AMOUNT & SOURCE OF FUNDING: Approximately \$108,000 /ending cash balance

FISCAL NOTE: Funds from the sale of the NUCOR property allow for this expenditure for the remainder of the current fiscal year.

AUTHORIZATION HISTORY: N/A

**REQUESTING
DEPARTMENT:** Administration

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

FOR MORE INFORMATION CONTACT: Mayor Spruill

SUGGESTED MOTION:

Move approval of extending a pay raise to the current employees of the City of Starkville in accordance with the salary survey recommendations and effective as of the next immediate pay date.



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

AGENDA ITEM DEPT.: Community Dev.- Planning
AGENDA DATE: August 16, 2022
PAGE: Page 1 of 7

SUBJECT:

Discussion and consideration of FP 22-10 a request for Final Plat approval for “Pinelake Church Subdivision” at 200 Highway 25 North in a C zoning district with parcel numbers 103G-05-001.01 and 103G-05-001.02

SUMMARY:

The applicant, Willis Owens with Pritchard Engineering on behalf of Pinelake Baptist Church of Rankin, is requesting final plat approval for the “Pinelake Church Subdivision”. The applicant is currently in the design and planning stages of a proposed expansion. As part of this expansion, the two lots currently owned by the Pinelake Baptist Church of Rankin need to be combined into one lot. The property is located at 200 Highway 25 North in a C (Commercial) zoning district. The gross acreage is +/- 10.00 with a total of one lot. The Development Review Committee reviewed the minor subdivision final plat on June 30, 2022 and all request corrections have been made.

REQUESTING DEPARTMENT: Community Development- Planning Department

FOR MORE INFORMATION CONTACT:

Daniel Havelin @ 662-323-2525 ext 3136 or d.havelin@cityofstarkville.org

SUGGESTED MOTION:

Move approval of FP 22-10 a request for Final Plat approval for “Pinelake Church Subdivision”.

STAFF REPORT	
To:	Mayor and Board of Aldermen
From:	Daniel Havelin, City Planner (662-323-2525 ext. 3136)
Subject:	Discussion and consideration of FP 22-10 a request for Final Plat approval for "Pinelake Church Subdivision" at 200 Highway 25 North in a C zoning district with parcel numbers 103G-05-001.01 and 103G-05-001.02
Date:	August 16, 2022

The purpose of this report is to provide information regarding Final Plat request by Willis Owens with Pritchard Engineering on behalf of Pinelake Baptist Church of Rankin for the "Pinelake Church Subdivision". Please see attachments 1-4.

BACKGROUND INFORMATION

- ☐ The applicant is currently in the design and planning stages of a proposed expansion. As part of this expansion, the two lots currently owned by the applicant need to be combined into one lot.
- ☐ The Development Review Committee reviewed the minor subdivision final plat on June 30, 2022 and all request corrections have been made.

GENERAL INFORMATION

- ☐ The proposed subdivision is located at 200 Highway 25 North in a C zoning district.
- ☐ The gross acreage is +/- 10.00 with a total of one lot.
- ☐ All easements and dedications are provided on the final plat.
- ☐ Electrical service will be provided by 4 County.
- ☐ Potable water and sanitary sewer utility services will be provided by Starkville Utilities.
- ☐ The final plat is a Class "B" survey prepared by a professional licensed by the Mississippi Board of Licensure for Professional Engineers and Surveyors and meets the minimum standards for the State of Mississippi, as required by §17-1-23 and §17-1-25 of the Mississippi Code Annotated (1972), as amended.
- ☐ The applicant has indicated that this subdivision is a part of a previously platted subdivision. Pinelake Church of Rankin owns both lots that are part of the subdivision. Therefore, the current owner is the only effected party and is listed as signatory of the plat.

FINAL PLAT INFORMATION

- ☐ Approval of a final plat by the Mayor and Board of Aldermen shall be denoted by the issuance of a letter of minor final plat approval. One (1) paper copy and a digital copy of the approved final plat shall be retained in the Planning Department's files. A deposit in the amount of two hundred dollars (\$200) shall be required to guarantee the return of one (1) signed copy of the final plat to the city planner.
- ☐ If the final plat is approved with condition(s) by the Board of Aldermen, the conditions shall run with the land and binding upon the applicants, their heirs, and/or successors.

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

ZONING DISTRICT INFORMATION

Below is information pertaining to a Commercial Use in a C zoning district:

Commercial Use	
A. Lot Dimensions	C
A1 Lot size (min)	*
A2 Lot width (min)	*
B. Building/Structure Setbacks	C
B1 Front setback min	20'
B2 Front setback max	N/A
B3 Side setback	10'
B4 Side setback adjacent to detached residential	50'
B5 Side setback corner lot	20'
B6 Rear setback	20'
B7 Rear setback adjacent to detached residential	50'
D. Parking Setbacks	C
D1 From primary street	5'
D2 From side street	5'
D3 From side and rear property line	5'
D4 From side and rear property line adjacent to detached residential	See buffer yard requirements
E. Height	C
E1 Principal building(s) (max)	50', 4 story
E2 Accessory structures(s) (max)	15', 1 story
F. Pedestrian Access	C
F1 Street-facing primary entrance along street	yes
F2 Sidewalk connection to street from each entrance	yes
*lots must be of a sufficient size to accommodate the proposed use and meet all subsequent development standards	*lots must be of a sufficient size to accommodate the proposed use and meet all subsequent development standards
**see use chart and additional standards	**see use chart and additional standards

ANALYSIS

In the opinion of the Planning Department the proposed Final Plat request could meet requirements of Section 3.12 of the Unified Development Code.

CONDITIONS OF APPROVAL

Any condition attached to the approval of a final plat by the Mayor and Board of Aldermen shall run with the land and shall be binding upon the applicants, their heirs, successors, and assigns for the duration of the subdivision.

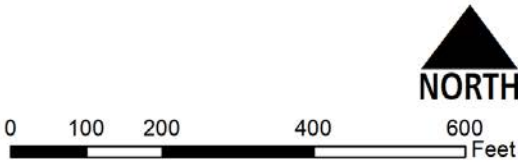
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Attachment 1
FP 22-10 Aerial



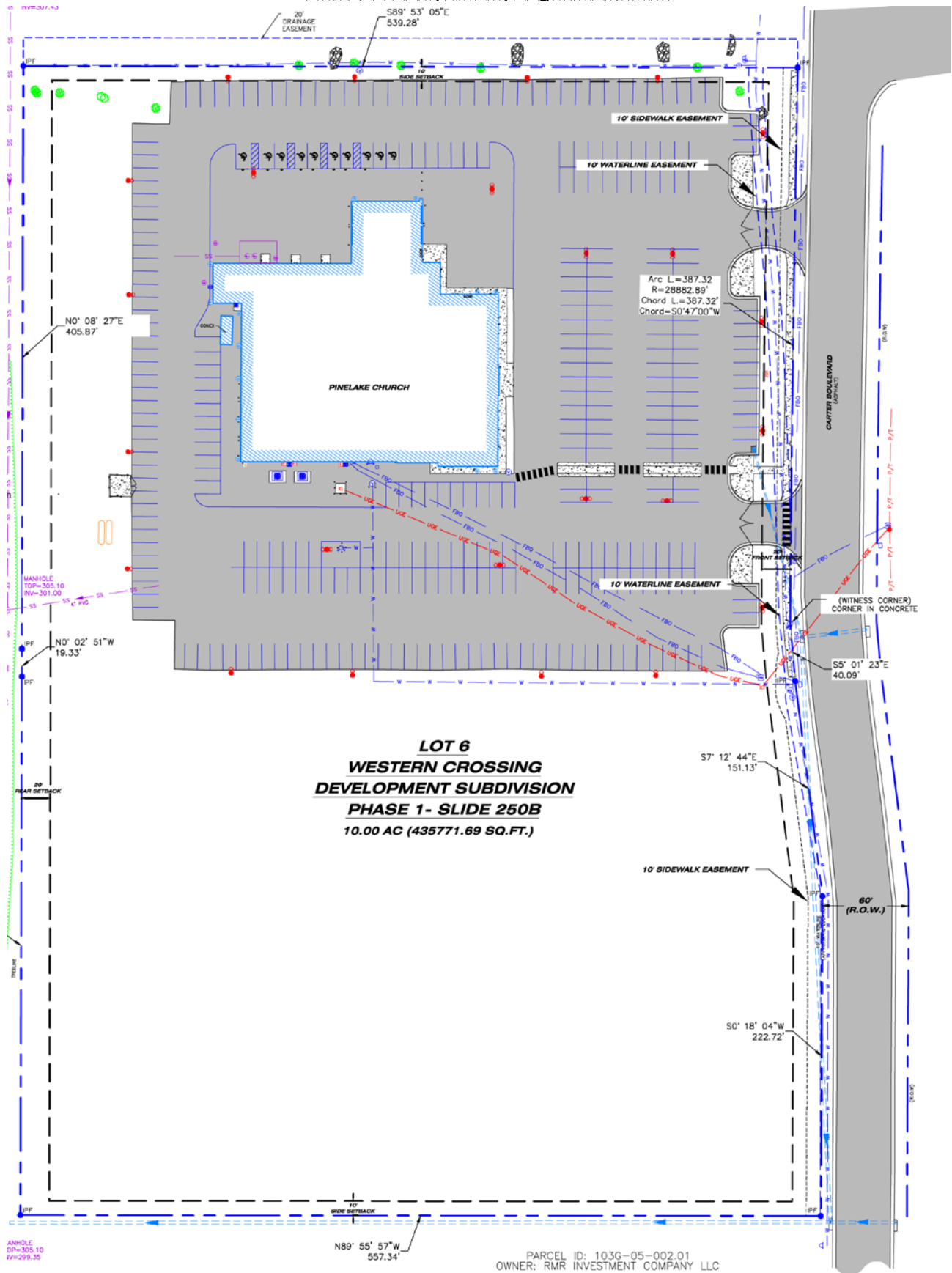
Legend

-  Subject Property
-  City Limits
-  Parcels



Attachment 2
FP 22-10 Zoning







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

AGENDA ITEM DEPT.: Community Dev.- Planning
AGENDA DATE: August 16, 2022
PAGE: Page 1 of 7

SUBJECT:

Discussion and consideration of FP 22-09 a request for Final Plat approval for “Lots 335 and 336 Greenbriar Subdivision” at 106 Hollyhock Lane in a SD-2 zoning district with parcel numbers 106C-00-087.00 and 106C-00-086.00

SUMMARY:

The applicant, Stuart Davis, is requesting final plat approval for the “Lots 335 and 336 Greenbriar Subdivision”. The applicant is proposing to combine the lots to build a single detached dwelling residential structure. As part of this, the applicant is proposing to add an accessory structure. The lots need to be combined so that the accessory structure is placed on the same lot as the principal structure. The property is located at 106 Hollyhock Lane in a SD-2 (Suburban Detached) zoning district. The gross acreage is +/- 1.05 with a total of one lot. The Development Review Committee reviewed the minor subdivision final plat on August 4, 2022 and all requested corrections have been made.

REQUESTING DEPARTMENT: Community Development- Planning Department

FOR MORE INFORMATION CONTACT:

Daniel Havelin @ 662-323-2525 ext 3136 or d.havelin@cityofstarkville.org

SUGGESTED MOTION:

Move approval of FP 22-09 a request for Final Plat approval for “Lots 335 and 336 Greenbriar Subdivision”.

STAFF REPORT	
To:	Mayor and Board of Aldermen
From:	Daniel Havelin, City Planner (662-323-2525 ext. 3136)
Subject:	Discussion and consideration of FP 22-09 a request for Final Plat approval for "Lots 335 and 336 Greenbriar Subdivision" at 106 Hollyhock Lane in a SD-2 Zoning district with parcel numbers 106C-00-087.00 and 106C-00-086.00.
Date:	August 16, 2022

The purpose of this report is to provide information regarding Final Plat request by Stuart Davis on for the "Lots 335 and 336 Greenbriar Subdivision". Please see attachments 1- 4.

BACKGROUND INFORMATION

- ☐ The applicant is proposing to combine the lots to build a single detached dwelling residential structure. As part of this, the applicant is proposing to add an accessory structure. The lots need to be combined so that the accessory structure is placed on the same lot as the principal structure.
- ☐ The Development Review Committee reviewed the minor subdivision final plat on August 4, 2022 and all requested corrections have been made.

GENERAL INFORMATION

- ☐ The proposed subdivision is located at 106 Hollyhock Lane in a SD-2 zoning district.
- ☐ The gross acreage is +/- 1.05 with a total of one lot.
- ☐ All easements and dedications are provided on the final plat.
- ☐ Electrical service, potable water, and sanitary sewer utility services will be provided by Starkville Utilities.
- ☐ The final plat is a Class "B" survey prepared by a professional licensed by the Mississippi Board of Licensure for Professional Engineers and Surveyors and meets the minimum standards for the State of Mississippi, as required by §17-1-23 and §17-1-25 of the Mississippi Code Annotated (1972), as amended.
- ☐ The applicant has indicated that this subdivision is a part of a previously platted subdivision. The applicant owns both lots that are part of the subdivision. Therefore, the current owner is the only effected party and is listed as signatory of the plat.

FINAL PLAT INFORMATION

- ☐ Approval of a final plat by the Mayor and Board of Aldermen shall be denoted by the issuance of a letter of minor final plat approval. One (1) paper copy and a digital copy of the approved final plat shall be retained in the Planning Department's files. A deposit in the amount of two hundred dollars (\$200) shall be required to guarantee the return of one (1) signed copy of the final plat to the city planner.
- ☐ If the final plat is approved with condition(s) by the Board of Aldermen, the conditions shall run with the land and binding upon the applicants, their heirs, and/or successors.

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

ZONING DISTRICT INFORMATION

Below is information pertaining to a Residential Use in a SD-2 zoning district:

Detached and Attached Duplex Dwelling	
A. Lot Dimensions	SD-2
A1 Lot size per unit in sq. ft (min.)	17500
A2 Lot width (min.)	100'
A3 Lot width at corner (min.)	100'
B. Principal Building Setbacks	
B1 Front setback	30' or infill standards
B. Principal Building Setbacks (cont.)	
B2 Side setback (min.)	10' or infill standards
B3 Side setback corner lot (min.)	30'
B4 Rear setback (min.)	25'
B5 Rear setback adjacent to street or alley (min.)	30'
C. Accessory Dwelling Unit/Structure Setbacks	
C1 Front setback	Behind rear wall of principal building
C2 Side setback	5' min
C3 Side setback corner lot (min.)	30'
C4 Rear setback	5', minimum of 10' from any structure
C5 Rear setback adjacent to alley for garages (min.)	20'
C6 Structures housing livestock (min.)	N/A
D. Parking Setbacks	
D1 From primary street	See infill standards
E. Height	
E1 Principal building(s) (max)	35', 2.5 story
E2 Accessory Dwelling Unit(s)/Structure(s) (max)	Less than principal building
E3 Accessory structure agricultural use	15'
F. Pedestrian Access	
F1 Street-facing primary entrance along street	yes

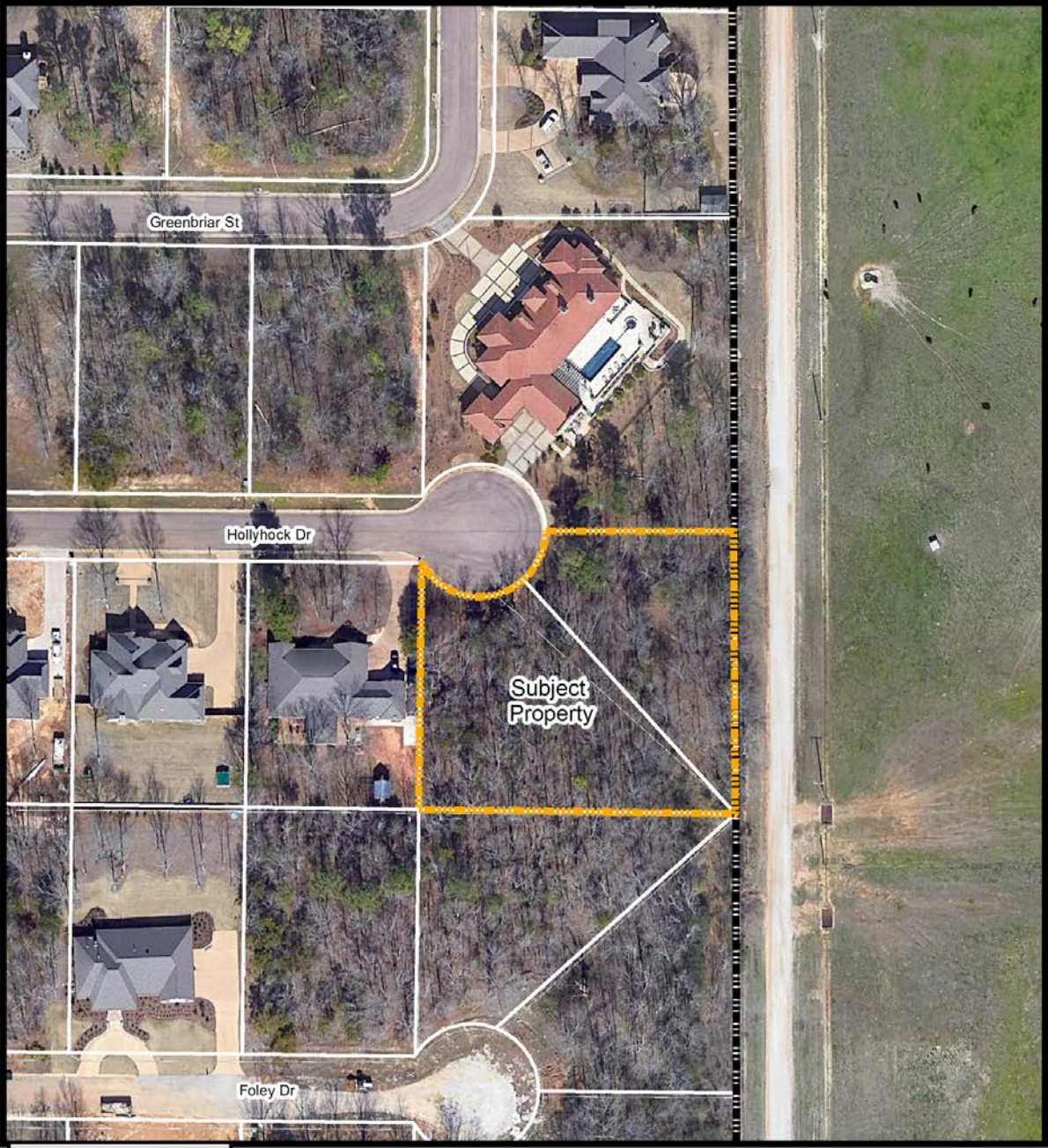
ANALYSIS

In the opinion of the Planning Department the proposed Final Plat request could meet the requirements of Section 3.12 of the Unified Development Code.

CONDITIONS OF APPROVAL

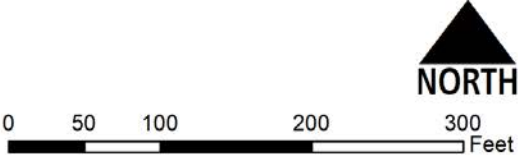
Any condition attached to the approval of a final plat by the Mayor and Board of Aldermen shall run with the land and shall be binding upon the applicants, their heirs, successors, and assigns for the duration of the subdivision.

Attachment 1
FP 22-09 Aerial

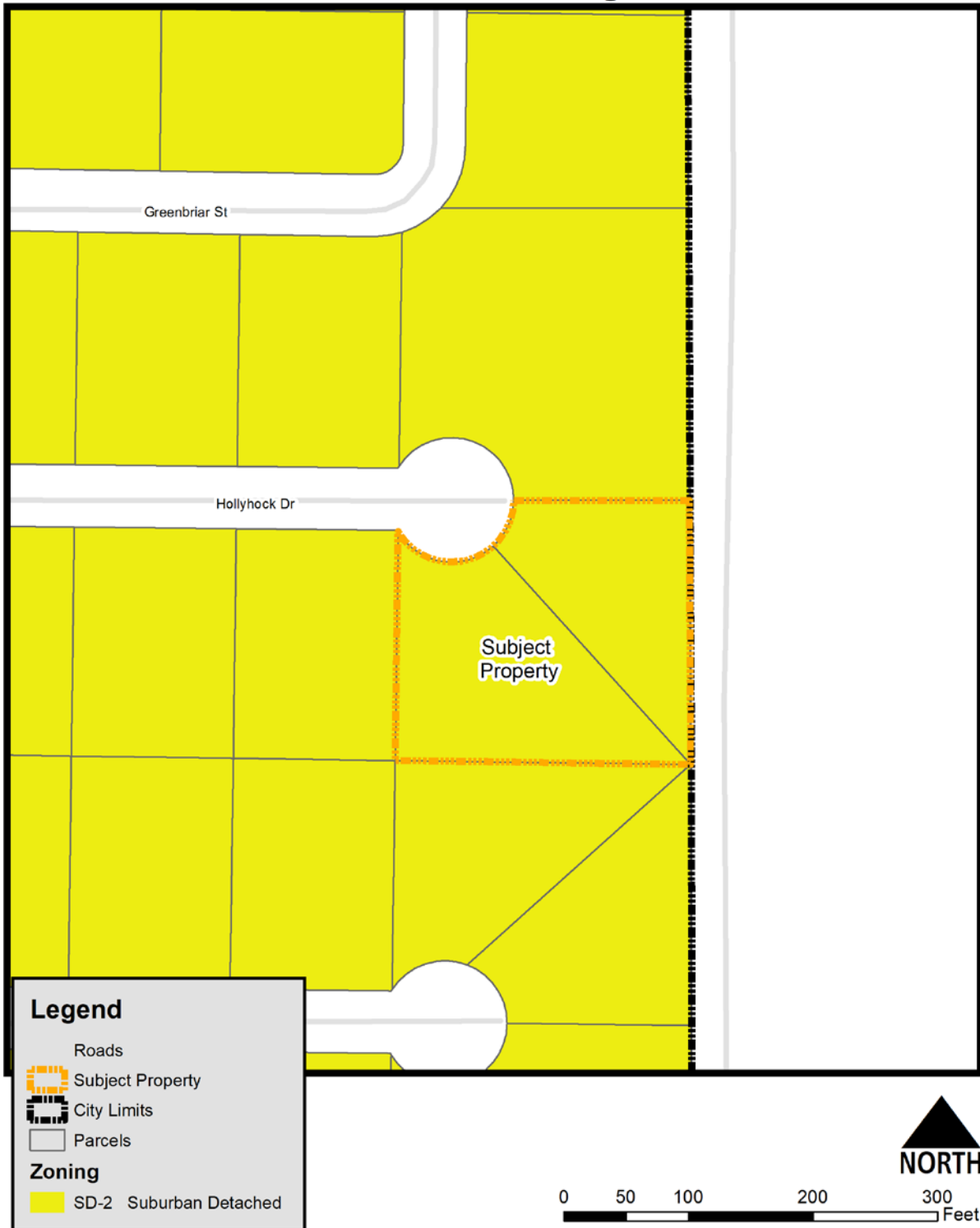


Legend

-  Subject Property
-  City Limits
-  Parcels

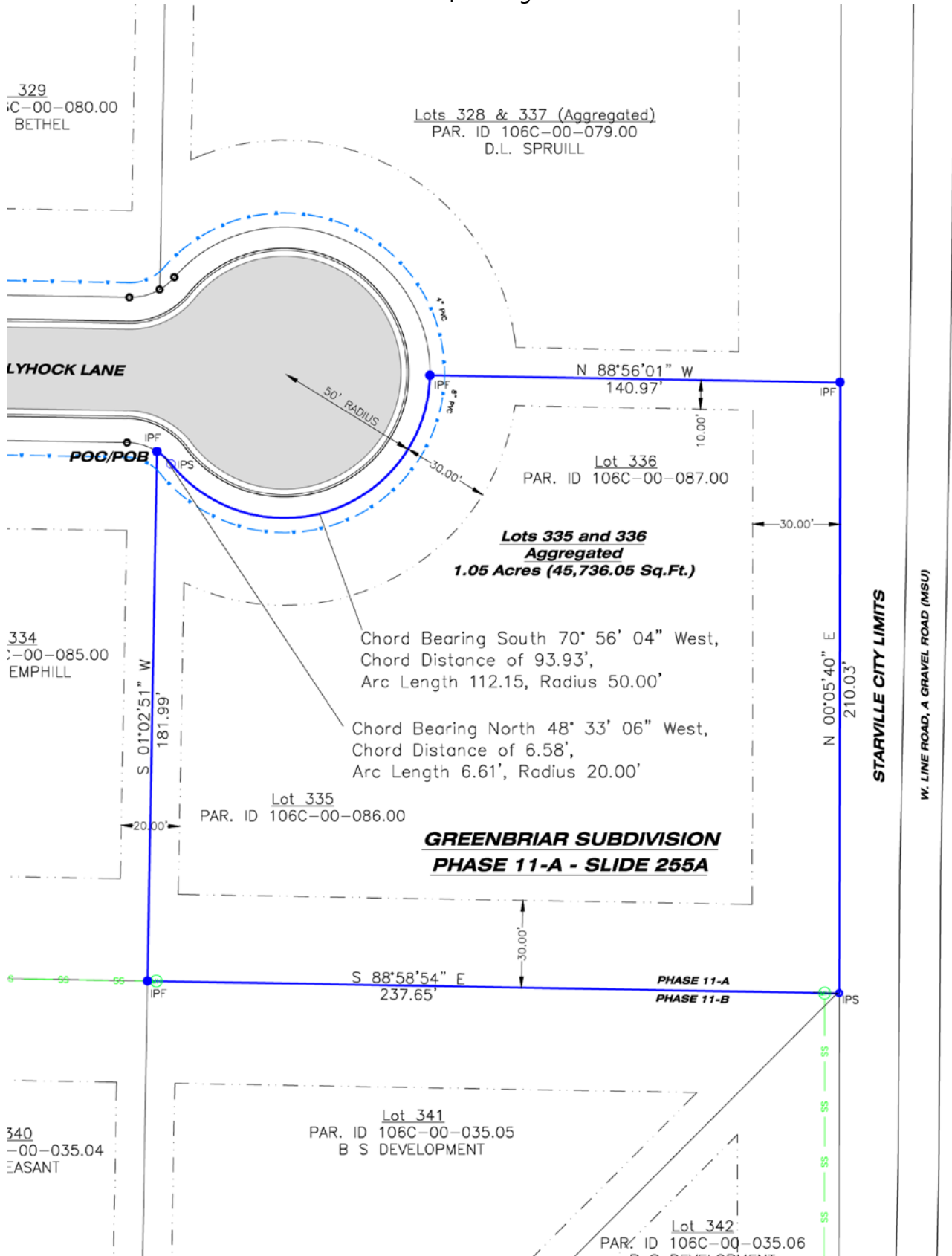


Attachment 2
FP 22-09 Zoning



[illegible]

Attachment 4- Enlarged Final Plat





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

AGENDA ITEM DEPT.: Community Dev.- Planning
AGENDA DATE: August 16, 2022
PAGE: Page 1 of 8

SUBJECT:

Discussion and consideration of PP 22-01 a request for Preliminary Plat approval for “The Oaks Subdivision” at northwest corner of the intersection of Scales Street and Louisville Street in a TN-E zoning district with parcel numbers 102B-00-052.00 and 102B-00-051.00

SUMMARY:

The applicant Jay Fowler with Louisville Street, LLC is requesting Preliminary Plat approval for “The Oaks Subdivision” at the northwest corner of the intersection of Scales Street and Louisville Street in a TN-E zoning district with parcel numbers 102B-00-052.00 and 102B-00-051.00. The gross acreage is +/- 0.98 with a total of 4 single dwelling unit lots with a gross density is 4.1 units per acre. All proposed easements and dedications are provided on the preliminary plat. Electrical service, potable water, and sanitary sewer utility services will be provided by Starkville Utilities. The applicant has indicated that this subdivision is not part of any previously platted subdivision, therefore no adversely effected parties. The Development Review Committee reviewed the preliminary plat on August 5, 2022 and request changes have been made.

At the August 9, 2022 Planning and Zoning Commission Meeting, the Commission unanimously to recommend approval.

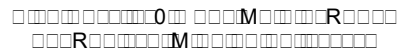
REQUESTING DEPARTMENT: Community Development- Planning Department

FOR MORE INFORMATION CONTACT:

Daniel Havelin @ 662-323-2525 ext 3136 or d.havelin@cityofstarkville.org

SUGGESTED MOTION:

Move approval of PP 22-01 a request for Preliminary Plat approval for “The Oaks Subdivision”.



- ☐ The proposed subdivision is located at northwest corner of the intersection of Scales Street and Louisville Street in a TN-E zoning district.
- ☐ The gross acreage is +/- 0.98 with a total of 4 lots. The proposed gross density is 4.1 units per acre.
- ☐ All proposed easements and dedications are provided on the preliminary plat.
- ☐ Electrical service, Potable water, and sanitary sewer utility services will be provided by Starkville Utilities.
- ☐ The applicant has indicated that this subdivision is not part of any previously platted subdivision, therefore no adversely effected parties.

PRELIMINARY PLAT INFORMATION

- ☐ Approval of a preliminary plat by the Mayor and Board of Aldermen shall be denoted by the issuance of a letter of preliminary plat approval. One (1) paper copy and a digital copy of the approved preliminary plat shall be retained in the Planning Department's files.
- ☐ If the preliminary plat is approved with condition(s) by the Board of Aldermen, the conditions shall run with the preliminary plat until final plat or expiration of the plat.
- ☐ If denied by the Planning and Zoning Commission or the Board of Aldermen the reasons for such action shall be stated, and if possible, recommendations should be made on the basis of which the proposed subdivision could be recommended for approval. A disapproved preliminary plat may be resubmitted to the Planning and Zoning Commission and the Mayor and Board of Aldermen after the suggested changes have been made.
- ☐ Approval of a preliminary plat shall be tentative, pending the submission of the infrastructure plans and final plat as specified in the Unified Development Code.
- ☐ Approval of the preliminary plat shall be effective and binding upon the City for one (1) year. An expired preliminary plat may be reapproved at the discretion of the Board of Aldermen.
- ☐ Approval of the preliminary plat by the Board of Aldermen is the subdivider's authorization to proceed with infrastructure plan submittal.

ZONING DISTRICT INFORMATION

Below is information pertaining to a detached residential dwelling use in a TN-E (Traditional Neighborhood Existing) zoning district:

Detached and Attached Duplex Dwelling	
A. Lot Dimensions	TN-E
A1 Lot size per unit in sq. ft (min.)	5500
A2 Lot width (min.)	45'
A3 Lot width at corner (min.)	55'
B. Principal Building Setbacks	TN-E
B1 Front setback	15' or see infill standards
B. Principal Building Setbacks (cont.)	TN-E
B2 Side setback (min.)	5' or infill standards
B3 Side setback corner lot (min.)	15' or see infill
B4 Rear setback (min.)	15'
B5 Rear setback adjacent to street or alley (min.)	15'
C. Accessory Dwelling Unit/Structure Setbacks	TN-E
C1 Front setback	Behind rear wall of principal building
C2 Side setback	5' min
C3 Side setback corner lot (min.)	10'
C4 Rear setback	5', minimum of 10' from any structure
C5 Rear setback adjacent to alley for garages (min.)	15'
C6 Structures housing livestock (min.)	N/A
D. Parking Setbacks	TN-E
D1 From primary street	See infill standards

E. Height	TN-E
E1 Principal building(s) (max)	30', 2 story
E2 Accessory Dwelling Unit(s)/Structure(s) (max)	Less than principal building
E3 Accessory structure agricultural use	15'
F. Pedestrian Access	TN-E
F1 Street-facing primary entrance along street	yes

ANALYSIS

In the opinion of the City Staff the proposed Preliminary Plat request could meet the requirements of Section 3.12 of the Unified Development Code.

CONDITIONS OF APPROVAL

Any condition attached to the approval of a preliminary plat by the Mayor and Board of Aldermen shall run with the preliminary plat until final plat or expiration of the preliminary plat.

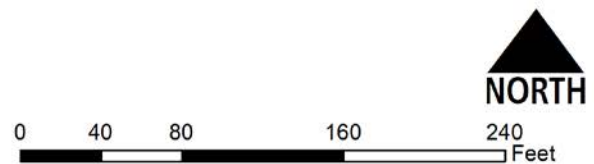
Attachment 1
PP 22-01 Aerial



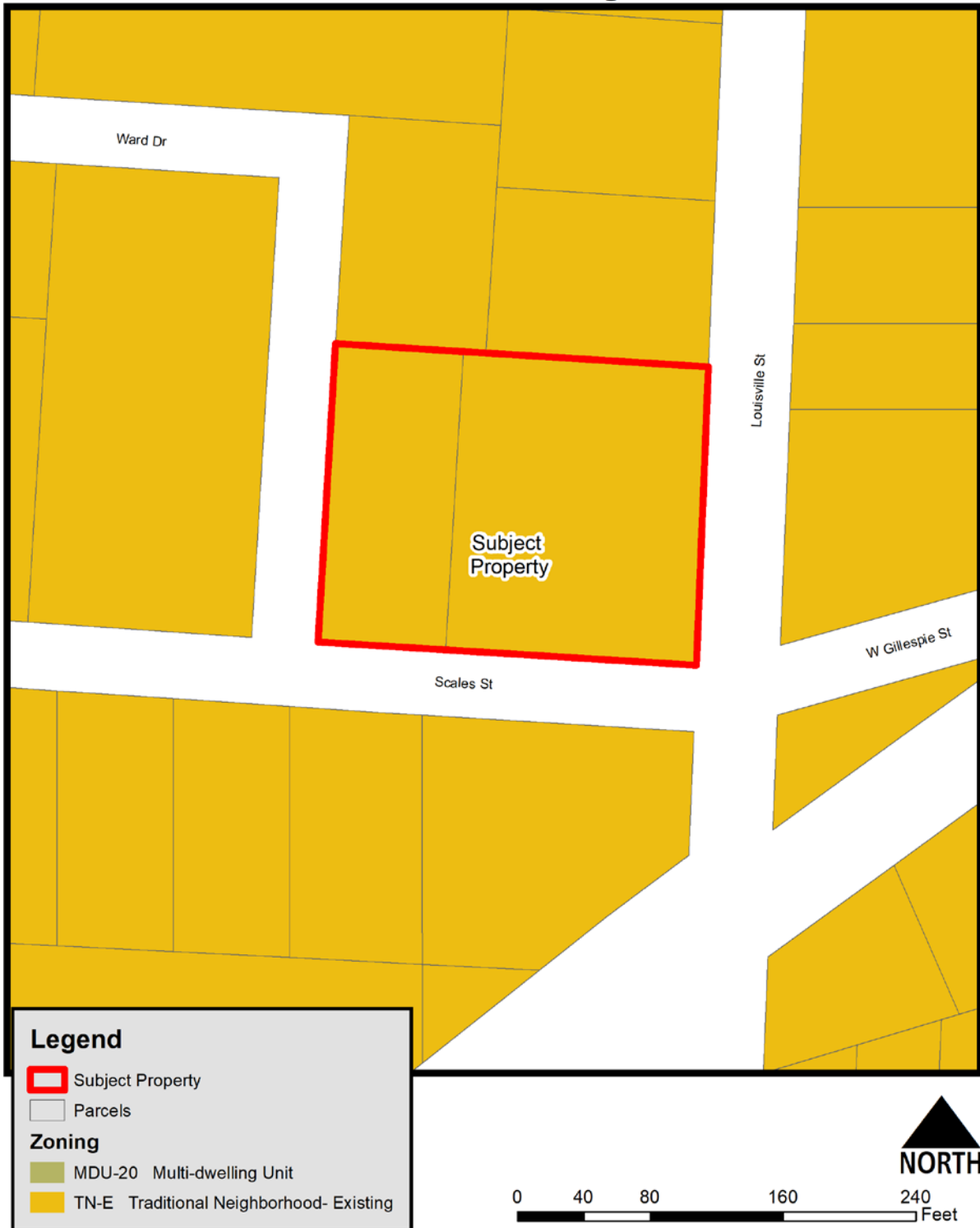
Legend

 Subject Property

 Parcels



Attachment 2
PP 22-01 Zoning



[illegible]

[illegible]



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

AGENDA ITEM DEPT.: Community Dev.- Planning
AGENDA DATE: August 16, 2022
PAGE: Page 1 of 3

SUBJECT:

Discussion and Consideration of a Special Event request by the Starkville Area Arts Council to hold the 2022 Cotton District Arts Festival on October 29th and have City participation with in-kind services.

AMOUNT & SOURCE OF FUNDING

The estimated cost to the City is \$12,700.00 with the funding being indirectly associated with the cost of city services from multiple departments.

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

Police Department	\$ 4,850.00
Sanitation Department	\$ 5,000.00
Fire Department	\$ 800.00
Street Department	\$ 850.00
<u>Starkville Utilities</u>	<u>\$ 1,200.00</u>
TOTAL	\$12,700.00

FISCAL NOTE:

N/A

AUTHORIZATION HISTORY:

The applicants are requesting in-kind services to hold the 2022 Cotton District Arts Festival in the Cotton District from 9am to 5pm on October 29, 2022. The event will have a setup time of 5am and a takedown time of 7 pm. The requested service includes Starkville Police Department, Sanitation Department, Fire Department, Street Department, and Starkville Utilities with a total cost \$12,700.00.

**REQUESTING
DEPARTMENT:**

**DIRECTOR'S
AUTHORIZATION:**

FOR MORE INFORMATION CONTACT:

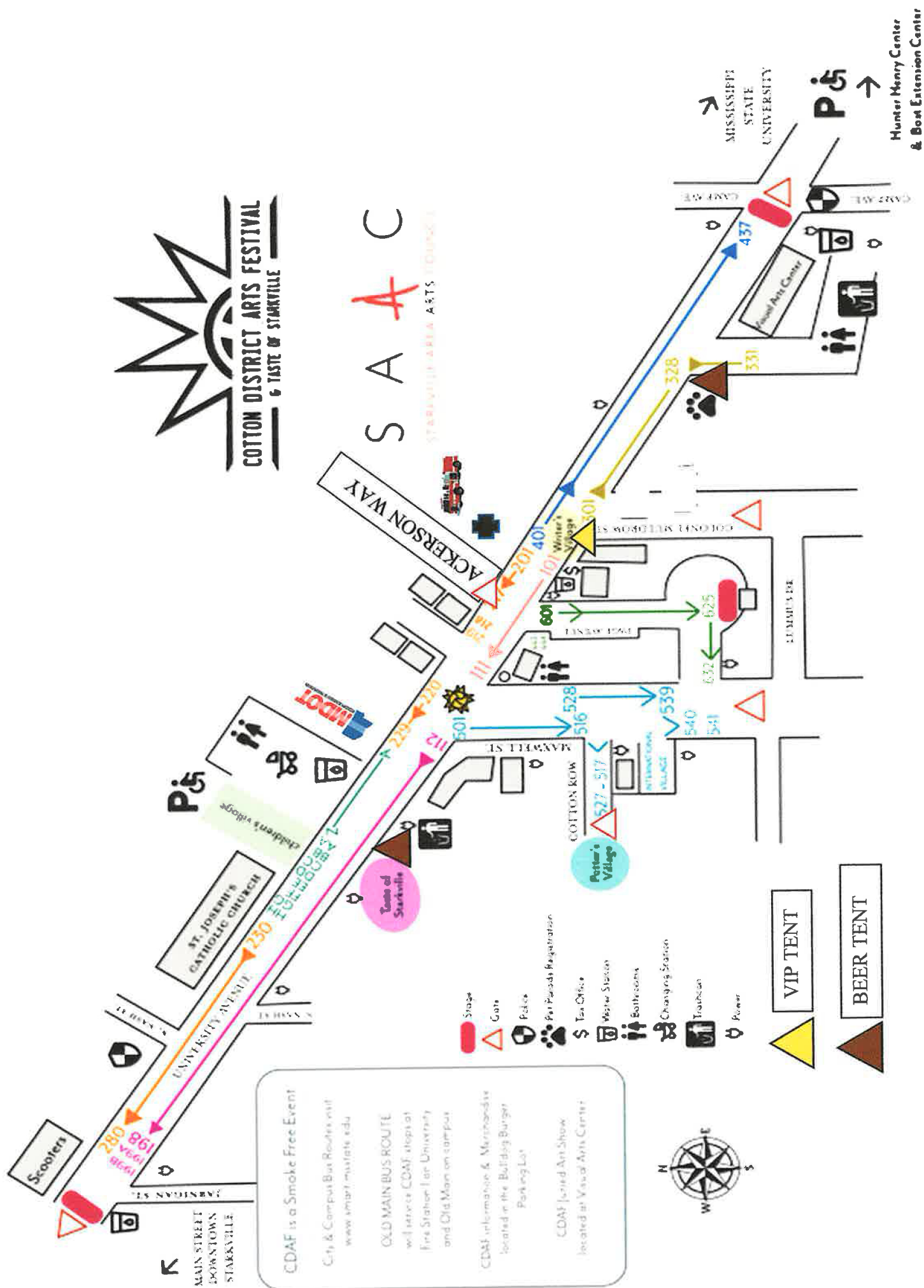
Daniel Havelin @ 662-232-2525 ext 3136

SUGGESTED MOTION:

Move approval of the 2022 Cotton District Arts Festival with in-kind services to be held on October 29, 2022.

COTTON DISTRICT ARTS FESTIVAL — 6 TASTE OF STARKVILLE —

S A A C
 STARKVILLE AREA ARTS COUNCIL



CDAF is a Smoke Free Event
 City & Campus Bus Routes visit www.smartmissile.edu
OLD MAIN BUS ROUTE
 will service CDAF stops at First Station-Lee University and Old Main on campus
 CDAF information & Merchandise located in the Building Burger Parking Lot
 CDAF Visual Arts Show located at Visual Arts Center

- Stage
- Gate
- Police
- Parade Registration
- Tax Office
- Water Station
- Restrooms
- Changing Station
- Tramcar
- Power

VIP TENT
BEER TENT





Road Closing Times

- Friday October 28th 5pm: SAAC
- Saturday October 29th 5am: SPD





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

AGENDA ITEM DEPT.: Engineering & Street
AGENDA DATE: 08.16.2022
PAGE: 1

SUBJECT: Request authorization to advertise for request for proposals for engineering design services for the Northside Drive Drainage Improvements project.

SOURCE OF FUNDING: 306-352-600-300

FISCAL NOTE: State Appropriation Grant

AUTHORIZATION HISTORY:

**REQUESTING
DEPARTMENT:** Engineering & Street

**DIRECTOR'S
AUTHORIZATION:** Cody A. Burnett

FOR MORE INFORMATION CONTACT: Cody A. Burnett

The Engineering Department is requesting authorization to advertise for proposals for the engineering design of the Northside Drive Drainage Improvements Project from qualified engineering firms.

SUGGESTED MOTION: Move for approval to authorize the Engineering Department to advertise for proposals for the design of the Northside Drive Drainage Improvements project.



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

AGENDA ITEM DEPT.: Finance

AGENDA DATE 08/16/2022

PAGE: 1 of several

SUBJECT: Claims Docket

AMOUNT & SOURCE OF FUNDING: FY 2021 – 2022 Budget

FISCAL NOTE: Total Claims for the FY 22 Claims Docket Ending August 16 2022 is \$ 2,540,652.89
Of which the claims amount for Starkville Utilities is \$ 1,617,295.16

REQUESTING

DEPARTMENT: Finance and Administration

DIRECTOR'S

AUTHORIZATION: Lesa Hardin

FOR MORE INFORMATION CONTACT: Lesa Hardin, City Clerk / CFO or
Cindy Perkins, Deputy Clerk – Accounts Payable

SUGGESTED MOTION: Approval of Claims Docket for claims from all departments including Starkville Utilities Department as of August 10, 2022 for fiscal years ending 09/30/22, 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 8/4/2022 - 8/11/2022

Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Amount
Fund: 001 - GENERAL FUND					
Department: 000 - UNDESIGNATED					
Outstanding					
ELITE K-9, INC	271688	07/28/2022	DRUG DETECTION ODORS	001-000-334-126	565.48
CADENCE /ELAN VISA	INV0035372	08/03/2022	NATIONAL NIGHT OUT ON CRIME PIZZAS	001-000-160-698	402.78
LOWE'S-POLICE	01833	08/05/2022	MININ REFRIGERATOT AND SAFE	001-000-334-126	322.51
KRONOS	11947558	08/06/2022	PAYROLL	001-000-054-205	957.94
VERIZON CONNECT-NWF	INV0035384	08/09/2022	MONTHLY USAGE	001-000-053-206	56.62
MISSISSIPPI BUREAU OF NARCOTICS	INV0035390	08/09/2022	SEIZED FUNDS KARSTEN KELLY	001-000-120-618	8,122.81
ATTORNEY JAMES H MURPHY	INV0035391	08/09/2022	SEIZED FUNDS KARSTEN KELLY	001-000-120-618	7,167.19
Outstanding Total:					17,595.33
Department 000 - UNDESIGNATED Total:					17,595.33
Department: 100 - BOARD OF ALDERMEN					
Outstanding					
CSPIRE WIRELESS	INV0035378	08/02/2022	MONTHLY CHARGE 30343986	001-100-604-330	172.19
Outstanding Total:					172.19
Department 100 - BOARD OF ALDERMEN Total:					172.19
Department: 110 - MUNICIPAL COURT					
Outstanding					
SULLIVAN'S OFFICE SUPPLY, INC.	74544	07/29/2022	EXPANDING FILE, HANGING FOLDER FRAME, ENVELOPES	001-110-501-200	143.61
ADCOMP SYSTEMS, INC.	21513	08/01/2022	ANNUAL SERVICING FEE	001-110-918-805	6,572.60
SULLIVAN'S OFFICE SUPPLY, INC.	74639	08/03/2022	NAME PLATE	001-110-501-200	46.96
VANYETTA HOLMES	INV0035368	08/03/2022	COURT OBLIGATIONS	001-110-600-301	111.00
VANYETTA HOLMES	INV0035392	08/10/2022	COURT OBLIGATIONS	001-110-600-301	74.00
Outstanding Total:					6,948.17
Department 110 - MUNICIPAL COURT Total:					6,948.17
Department: 120 - MAYORS OFFICE					
Outstanding					
CORNERSTONE GOVERNMENT AFFAIRS, INC.	COSMS-1020	10/31/2020	SERVICES FOR SEPT 2020	001-120-600-300	3,333.33
CORNERSTONE GOVERNMENT AFFAIRS, INC.	COSMS-1221	12/01/2021	SERVICES NOV 2021	001-120-600-300	4,166.66
GOLDEN TRIANGLE PLANNING & DEV. INC	12472	07/25/2022	REDISTRICTING	001-120-600-310	10,000.00
CANON SOLUTIONS AMERICA*	6001427978	08/01/2022	MAINTENANCE	001-120-604-330	5.32
CORNERSTONE GOVERNMENT AFFAIRS, INC.	COSMS-0822	08/01/2022	SERVICES JULY 2022	001-120-600-300	4,166.66
CADENCE /ELAN VISA	INV0035385	08/04/2022	WATER AND SOFT DRINKS FOR MEETINGS,INTERVIEWS	001-120-503-202	170.99
Outstanding Total:					21,842.96
Paid					
CORNERSTONE GOVERNMENT AFFAIRS, INC.	COSMS-1018	10/02/2018	SERVICES SEPTEMBER 2018	001-120-600-300	3,333.33
CORNERSTONE GOVERNMENT AFFAIRS, INC.	COSMS-1018-R	10/02/2018	SERVICES SEPTEMBER 2018	001-120-600-300	-3,333.33
CORNERSTONE GOVERNMENT AFFAIRS, INC.	COCMC-1119	11/06/2019	SERVICES OCTOBER 2019	001-120-600-300	3,333.33

Expense Approval Report

Post Dates: 8/4/2022 - 8/11/2022

Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Amount
CORNERSTONE GOVERNMENT AFFAIRS, INC.	COCMC-1119-R	11/06/2019	SERVICES OCTOBER 2019	001-120-600-300	-3,333.33

Paid Total:	0.00
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Department 120 - MAYORS OFFICE Total:	21,842.96
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Department: 123 - IT

Outstanding

GOVERNMENT LEASING, LLC	GLC23104-37-60	07/27/2022	10 CAMERAS	001-123-918-806	1,153.00
BLUIP, INC.	153619	08/01/2022	MONTHLY CHARGES	001-123-604-330	1,529.38
CSPIRE WIRELESS	INV0035378	08/02/2022	MONTHLY CHARGE 30343986	001-123-604-330	86.08
GOVERNMENT LEASING, LLC	INV0035357	08/03/2022	5 CAMERAS	001-123-918-806	667.00
CADENCE /ELAN VISA	INV0035360	08/03/2022	GATECOM	001-123-600-300	19.95
MAXXSOUTH BROADBAND	INV0035354	08/04/2022	MONTHLY CHARGES	001-123-918-806	224.95
MAXXSOUTH BROADBAND	INV0035356	08/04/2022	MONTHLY CHARGES	001-123-604-330	800.00

Outstanding Total:	4,480.36
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Department 123 - IT Total:	4,480.36
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Department: 145 - OTHER ADMINISTRATIVE

Outstanding

CSPIRE WIRELESS	INV0035378	08/02/2022	MONTHLY CHARGE 30343986	001-145-604-330	47.36
SAFEGUARD BUSINESS SYSTEMS	035067610	08/08/2022	MINUTE BOOK #71	001-145-501-200	249.82
VERIZON CONNECT-NWF	INV0035384	08/09/2022	MONTHLY USAGE	001-145-604-330	8.05

Outstanding Total:	305.23
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Department 145 - OTHER ADMINISTRATIVE Total:	305.23
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Department: 159 - BONDING-CITY EMPLOYEES

Outstanding

REYNOLDS/RENASANT INSURANCE AGENCY	1244490	08/01/2022	BOND BRIDGETTE MCCLEER PERMIT TECHNICIAN	001-159-620-371	175.00
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Outstanding Total:	175.00
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Department 159 - BONDING-CITY EMPLOYEES Total:	175.00
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Department: 169 - LEGAL

Outstanding

STARKVILLE DAILY NEWS	300231948	07/06/2022	PH'S REDISTRICTING	001-169-615-342	159.00
STARKVILLE DAILY NEWS	300231955	07/07/2022	HIST PRES BOARD	001-169-615-342	50.64
STARKVILLE DAILY NEWS	300231974	07/14/2022	ORD 2022-03 ANNEXATION	001-169-615-342	795.00
STARKVILLE DAILY NEWS	300231995	07/21/2022	ADV LOBBYING SVCS	001-169-615-342	58.58
MITCHELL, MCNUTT, & SAMS, P.A./ CITY ATTORNEY	443891	08/08/2022	JULY 31 2022 SERVICES	001-169-600-302	10,018.00
MITCHELL, MCNUTT, & SAMS, P.A./ CITY ATTORNEY	443892	08/08/2022	JULY LITIGATION	001-169-600-312	1,456.00

Outstanding Total:	12,537.22
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Department 169 - LEGAL Total:	12,537.22
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Department: 180 - HUMAN RESOURCES

Outstanding

CLINIC AT ELM LAKE, THE	33417	07/06/2022	DRUG SCREEN SANITATION	001-180-600-320	30.00
CLINIC AT ELM LAKE, THE	33432	07/07/2022	DRUG SCREEN POLICE	001-180-600-320	30.00
CLINIC AT ELM LAKE, THE	33433	07/07/2022	DRUG SCREEN COMM DEV PERMITS	001-180-600-320	30.00
CLINIC AT ELM LAKE, THE	33471	07/13/2022	DRUG SCREEN POLICE DEPT	001-180-600-320	90.00
CLINIC AT ELM LAKE, THE	33548	07/21/2022	DRUG SCREEN POLICE DEPT	001-180-600-320	75.00
FEDEX	7-831-77258	07/27/2022	PAYROLL	001-180-691-505	32.74
CSPIRE WIRELESS	INV0035378	08/02/2022	MONTHLY CHARGE 30343986	001-180-604-330	51.75
KRONOS	11947558	08/06/2022	PAYROLL	001-180-691-505	2,873.81

Outstanding Total:	3,213.30
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Department 180 - HUMAN RESOURCES Total:	3,213.30
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Department: 190 - CITY PLANNER

Outstanding

CSPIRE WIRELESS	INV0035378	08/02/2022	MONTHLY CHARGE 30343986	001-190-604-330	242.17
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Expense Approval Report

Post Dates: 8/4/2022 - 8/11/2022

Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Amount
ECOGRAFX	30428	08/04/2022	RENEWAL PFX F/X CAD UPGRADE	001-190-600-300	900.00
VERIZON CONNECT-NWF	INV0035384	08/09/2022	MONTHLY USAGE	001-190-604-330	8.05
Outstanding Total:					1,150.22
Department 190 - CITY PLANNER Total:					1,150.22

Department: 192 - GENERAL GOVERN BLDG & PLANT

Outstanding

PETTY CASH VOUCHERS	INV0035352	07/29/2022	TRASH BAGS	001-192-510-220	10.70
JAN-PRO OF MS	869539	08/01/2022	JANITORIAL AUGUST 2022	001-192-600-338	1,619.00
CINTAS	4127058301	08/02/2022	SUPPLIES	001-192-510-220	37.22
CINTAS	4127058338	08/02/2022	SUPPLIES	001-192-510-220	72.85
NORTHEAST EXTERMIN- CITY HALL ACCT	59589	08/05/2022	MONTHLY PEST CONTROL	001-192-600-338	45.00
BRISLIN, INC	221269	08/08/2022	COURT A/C REPAIRS	001-192-630-403	522.00
PETTY CASH VOUCHERS	INV0035377	08/08/2022	GARBAGE BAGS	001-192-510-220	20.33
CINTAS	4127726821	08/09/2022	SUPPLIES	001-192-510-220	12.62
CINTAS	4127726861	08/09/2022	SUPPLIES	001-192-510-220	37.22
STARKVILLE UTILITIES	INV0035382	08/09/2022	MONTHLY USAGE	001-192-625-380	4,284.33
Outstanding Total:					6,661.27
Department 192 - GENERAL GOVERN BLDG & PLANT Total:					6,661.27

Department: 196 - CEMETERY ADMINISTRATION

Outstanding

HAMPTON YOUNG CORP.	150	08/02/2022	LAWN CARE SERVICE	001-196-630-425	800.00
HAMPTON YOUNG CORP.	150	08/02/2022	LAWN CARE SERVICE	001-196-631-402	1,600.00
HAMPTON YOUNG CORP.	150	08/02/2022	LAWN CARE SERVICE	001-196-637-637	600.00
Outstanding Total:					3,000.00
Department 196 - CEMETERY ADMINISTRATION Total:					3,000.00

Department: 197 - ENGINEERING

Outstanding

CADENCE /ELAN VISA	17VW-KC73-QC9J	07/31/2022	EXTERNAL HARD DRIVE WARRANTY & RECOVERY PLAN	001-197-501-200	152.12
FUELMAN / FLEETCOR	INV0035353	08/02/2022	FUEL 7.25.22-7.31.22	001-197-525-231	108.82
VERIZON CONNECT-NWF	INV0035384	08/09/2022	MONTHLY USAGE	001-197-690-450	24.24
Outstanding Total:					285.18
Department 197 - ENGINEERING Total:					285.18

Department: 201 - POLICE DEPARTMENT

Outstanding

A+ AUTO REPAIR	021370	03/30/2021	VIN#1904 CHECK OIL LEAK AND FILL	001-201-630-360	50.00
TYLER TECHNOLOGIES	130-128943	06/22/2022	(5) NET MOTION MOBILITY DEVICE LICENSES&ANNUAL FEE	001-201-918-805	1,659.00
A+ AUTO REPAIR	023514	06/30/2022	VIN#8064 FUEL PUMP TEST & REAR BRAKE LIGHT BULB	001-201-630-360	312.97
MONROE COUNTY SHERIFF'S OFFICE	890.5	07/01/2022	INMATE HOUSING	001-201-541-237	775.00
R&M TIRES	1139281	07/05/2022	VIN#9749 OIL & FILTER CHANGE	001-201-630-360	84.45
SHEPS CLEANERS-POLICE ACCOUNT	65199	07/06/2022	2 PATCHES AND SLEEVES	001-201-630-360	26.00
CADENCE /ELAN VISA	INV0035386	07/10/2022	THE INN AT OLE MISS S CARRITHERS	001-201-690-552	495.00
CADENCE /ELAN VISA	INV0035387	07/10/2022	THE INN AT OLE MISS G COLEMAN	001-201-690-552	495.00
CADENCE /ELAN VISA	INV0035388	07/10/2022	THE INN AT OLE MISS C JONES	001-201-690-552	495.00
R&M TIRES	1139472	07/18/2022	VIN#5178 2 GEN G MAX TIRES BALANCE & ALIGNMENT	001-201-630-360	418.63
A+ AUTO REPAIR	023636	07/25/2022	VIN#7167 INSTALL NEW BATTERY	001-201-630-360	224.99
NEWELL PAPER COMPANY	3147471	07/25/2022	(4) DUST MOP HEADS	001-201-555-208	50.57

Expense Approval Report

Post Dates: 8/4/2022 - 8/11/2022

Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Amount
DANNY MCCLUSKEY TOWING	3842	07/25/2022	TOW TO IMPOUND LOT	001-201-600-300	90.00
DANNY MCCLUSKEY TOWING	3843	07/25/2022	TOW TO IMPOUND LOT	001-201-600-300	90.00
SHEPS CLEANERS-POLICE ACCOUNT	66541	07/25/2022	4 PATCHES	001-201-630-360	24.00
ARMY NAVY PAWN SHOP	072622A	07/26/2022	TAC PANTS,TACTICAL BELT	001-201-535-233	213.00
DANNY MCCLUSKEY TOWING	3834	07/26/2022	TOW TO SPD LOT	001-201-600-300	75.00
TRI-STARR MUFFLER & BRAKES	601929	07/26/2022	HEATER CORE COOLANT AND LABOR	001-201-630-360	856.89
SHEPS CLEANERS-POLICE ACCOUNT	66602	07/26/2022	LET OUT HEM ON PANTS	001-201-630-360	22.00
SHEPS CLEANERS-POLICE ACCOUNT	66857	07/26/2022	2 PATCHES AND REPAIR RIPS	001-201-630-360	30.00
CONVERGINT TECHNOLOGIES, LLC	W1335395	07/26/2022	ADDED CAMERA REED/HOSPITAL RD	001-201-918-805	320.00
AMAZON CAPITAL SERVICES, INC.	1HPY-4Q44-N4ML	07/27/2022	14 PILOT PENS 10 PACK PENS	001-201-501-200	25.18
AT&T MOBILITY	287308694770X08052022	07/27/2022	MONTHLY CHARGES	001-201-604-330	94.89
AT&T MOBILITY	287308867457X08052022	07/27/2022	MONTHLY CHARGES	001-201-604-330	85.61
AT&T MOBILITY	287308925437X08052022	07/27/2022	MONTHLY CHARGES	001-201-604-330	1,959.24
WALMART- CAPITAL ONE	671818	07/27/2022	DVD'S	001-201-501-200	44.88
R&M TIRES	1139713	07/28/2022	VIN#8064 WIPER AND BLADE	001-201-630-360	45.98
ARMY NAVY PAWN SHOP	72822A	07/28/2022	CARGO PANTS	001-201-535-233	42.00
BOARDTOWN ENGRAVING	072922B	07/29/2022	9X12 PLAQUE WITH LOGO (2)	001-201-501-200	135.00
NEWELL PAPER COMPANY	3147685	07/29/2022	BLEACH/LYSOL/COPY PAPER	001-201-555-208	247.68
WALMART- CAPITAL ONE	772125	07/29/2022	WATER	001-201-501-200	5.36
TAKE 5 OIL CHANGE	9172498	07/31/2022	SHOP REPAIRS & MAINTENANCE	001-201-630-360	20.00
SECURITY SOLUTIONS	235096	08/01/2022	MONITORING ANNUAL FEE	001-201-600-300	540.00
DEFENSIVE EDGE TRAINING & CONSULTING	3575	08/01/2022	AR 15/M16/M4 TRAINING	001-201-690-552	550.00
DEFENSIVE EDGE TRAINING & CONSULTING	3576	08/01/2022	AR 15/M16/M4 TRAINING	001-201-690-552	550.00
COPY COW	36552	08/01/2022	PRINTING AND BINDING	001-201-615-343	0.11
MID-SOUTH UNIFORM & SUPPLY, INC	630889	08/01/2022	VEST MODIFICATION	001-201-535-233	294.53
WALMART- CAPITAL ONE	816183	08/01/2022	BATTERIES	001-201-501-200	46.96
WINSTON/CHOCTAW REGIONAL CORRECTIONAL FACILITY	861	08/01/2022	INMATE HOUSING	001-201-541-237	775.00
JAMES SMITH	INV0035362	08/01/2022	REIMBURSE FOR SWAT BOOTS	001-201-535-233	77.03
OKTIBBEHA COUNTY SHERIFF'S OFFICE	INV0035371	08/01/2022	INMATES MONTH OF JULY	001-201-541-237	11,055.00
AT&T-NCIC MONITOR LINE	INV0035379	08/01/2022	831-001-1095-769 MONTHLY CHARGES	001-201-604-330	205.61
R&M TIRES	1139773	08/02/2022	VIN#5177 BULB AND INSTALLATION	001-201-630-360	41.95
OKTIBBEHA COUNTY COOPERATIVE	811090	08/02/2022	SWAT BOOTS	001-201-535-233	124.85
FUELMAN / FLEETCOR	INV0035353	08/02/2022	FUEL 7.25.22-7.31.22	001-201-525-231	4,057.76
CSPIRE WIRELESS	INV0035378	08/02/2022	MONTHLY CHARGE 30343986	001-201-604-330	2,950.25
A+ AUTO REPAIR	023679	08/03/2022	VIN#6900 INSTALL NEW BATTERY	001-201-630-360	224.99
R&M TIRES	1139811	08/03/2022	VIN#6901 OIL AND FILTER CHANGE	001-201-630-360	69.45
AMAZON CAPITAL SERVICES, INC.	1433-H9MK-C3WQ	08/03/2022	INFINITE GAME	001-201-501-200	27.30
MAGNOLIA BOTTLED WATER CO	54829	08/03/2022	10 COOLER WATER	001-201-501-200	90.00
SULLIVAN'S OFFICE SUPPLY, INC.	74649	08/03/2022	MICROGEL STAMP PAD FOR SUPPLY	001-201-501-200	3.84
CADENCE /ELAN VISA	INV0035359	08/03/2022	GOOGLE DRIVE	001-201-501-200	1.99
R&M TIRES	1139831	08/04/2022	VIN#8069 OIL & FILTER CHANGE	001-201-630-360	69.45

Expense Approval Report

Post Dates: 8/4/2022 - 8/11/2022

Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Amount
WALMART- CAPITAL ONE	651915	08/04/2022	SWABS,RULERS,CLOROX WIPES,ALCOHOL, DUSTERS	001-201-555-208	27.12
TRI-STARR MUFFLER & BRAKES	760770	08/04/2022	LABOR, FLUIDS,SUPPLIES, PROGRAM, LOWER CONTROL ARM	001-201-630-360	1,606.89
MS DEPT OF PUBLIC SAFETY	90120853	08/04/2022	BASIC LEO CLASS A DODD	001-201-690-552	3,650.00
R&M TIRES	1139841	08/05/2022	VIN#6902 OIL AND FILTER CHANGE	001-201-630-360	76.95
NORTHEAST EXTERM- POLICE ACCT	59590	08/05/2022	MONTHLY PEST CONTROL	001-201-600-300	50.00
TRI-STARR MUFFLER & BRAKES	760775	08/05/2022	VIN#2115 REPAIR EXHAUST, OIL CHANGE, BATTERY,REAR	001-201-630-360	817.49
MAXXSOUTH BROADBAND	INV0035380	08/06/2022	8282 41 101 0663152 MONTHLY CHARGE	001-201-604-330	79.06
R&M TIRES	1139887	08/08/2022	VIN#7325 INSTALL BATTERY	001-201-630-360	25.00
PARKER CDJR*	130161	08/08/2022	VIN #3012 REPLACED BATTERY & OIL AND FILTER CHANGE	001-201-630-360	72.35
BRISLIN, INC	221341	08/08/2022	CHECK AND REPAIR COOLING SYSTEM	001-201-630-426	268.50
POLLAN & ASSOC. PA	22367	08/08/2022	SHIRTS,SWEATSHIRTS, SHORTS, SWEATPANTS AND CAP	001-201-535-233	228.25
AT&T-NCIC MONITOR LINE	3140855040	08/08/2022	MONTHLY DPS NCIC	001-201-604-330	229.00
IVY AUTO PARTS, LLC.	691151	08/08/2022	VIN#7325 BATTERY	001-201-630-360	136.47
STARKVILLE NARCOTICS	INV0035374	08/08/2022	VARIOUS INFORMANT FEES	001-201-600-304	3,675.00
FUELMAN / FLEETCOR	INV0035375	08/08/2022	FUEL 8.1.22-8.7.22	001-201-525-231	4,082.05
STARKVILLE UTILITIES	INV0035382	08/09/2022	MONTHLY USAGE	001-201-625-380	5,114.07
VERIZON CONNECT-NWF	INV0035384	08/09/2022	MONTHLY USAGE	001-201-690-450	590.89

Outstanding Total:	51,998.48
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Department 201 - POLICE DEPARTMENT Total:	51,998.48
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Department: 246 - CODE ENFORCEMENT

Outstanding

FUELMAN / FLEETCOR	INV0035353	08/02/2022	FUEL 7.25.22-7.31.22	001-246-525-231	43.88
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Outstanding Total:	43.88
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Department 246 - CODE ENFORCEMENT Total:	43.88
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Department: 261 - FIRE DEPARTMENT

Outstanding

QUILL CORPORATION	26273998	07/11/2022	JANITORIAL SUPPLIES	001-261-555-208	148.80
AMAZON CAPITAL SERVICES, INC.	1VVL-HYHF-79GP	07/18/2022	FIREFIGHTER BACKPACK	001-261-555-250	71.99
SULLIVAN'S OFFICE SUPPLY, INC.	74387	07/22/2022	INKLESS FINGERPRINT PAD	001-261-555-250	17.10
AT&T MOBILITY	287312769594X08052022	07/27/2022	MONTHLY CHARGES	001-261-604-330	50.43
SUNBELT FIRE APPARATUS	335898	07/27/2022	KIT 3.0 AKR REPAIR	001-261-630-360	276.94
OKTIBBEHA COUNTY COOPERATIVE	809794	07/28/2022	GRASS KILLER AND FERTILIZER	001-261-558-269	75.79
COAST TO COAST SOLUTIONS*	IVC0105680	07/28/2022	STICKERS, ASSORTED FRUIT BALLS	001-261-501-250	606.54
GATEWAY TIRE & SERVICE CENTER	1018-165421	07/29/2022	TIRES L1	001-261-630-360	1,956.84
SCOTT PETROLEUM DIV. #15	1485073	07/29/2022	REFILL PROPANE TANK	001-261-525-231	12.00
FOREMOST PROMOTIONS	704679	07/29/2022	FIRE HATS	001-261-501-250	1,859.61
COAST TO COAST SOLUTIONS*	IVC0105684	07/29/2022	FRUIT BALLS	001-261-501-250	154.05
EMPIRE TRUCK SALES, LLC	RE005015045.01	07/29/2022	L2 TRUCK AIR LEAK RIGHT FRONT TIRE	001-261-630-360	649.60
UPS	0000054E5312	07/30/2022	SHIP PACKAGE	001-261-604-330	70.15
SECURITY SOLUTIONS	235352	08/01/2022	ST 5 MONITORING	001-261-604-330	540.00
NORTHEAST EXTERM - FIRE ACCT 59198		08/01/2022	MONTHLY PEST CONTROL	001-261-558-269	22.00
NORTHEAST EXTERM - FIRE ACCT 59199		08/01/2022	MONTHLY PEST CONTROL	001-261-558-269	22.00

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Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Amount
NORTHEAST EXTERM - FIRE ACCT 59200		08/01/2022	MONTHLY PEST CONTROL	001-261-558-269	22.00
NORTHEAST EXTERM - FIRE ACCT 59201		08/01/2022	MONTHLY PEST CONTROL	001-261-558-269	22.00
NORTHEAST EXTERM - FIRE ACCT 59202		08/01/2022	MONTHLY PEST CONTROL	001-261-558-269	22.00
EAST MISSISSIPPI LUMBER CO.	A111083	08/01/2022	NUTS,BOLTS AND SCREWS	001-261-555-250	6.55
EMPIRE TRUCK SALES, LLC	RE005015048.01	08/01/2022	E3 INSTALL DEF HEADER	001-261-630-360	2,492.00
FUELMAN / FLEETCOR	INV0035353	08/02/2022	FUEL 7.25.22-7.31.22	001-261-525-231	986.88
CSPIRE WIRELESS	INV0035378	08/02/2022	MONTHLY CHARGE 30343986	001-261-604-330	305.81
MAXXSOUTH BROADBAND	INV0035364	08/03/2022	8282 41 101 0005495 MONTHLY	001-261-625-380	88.95
MAXXSOUTH BROADBAND	INV0035365	08/03/2022	INTERNET ST 1	001-261-625-380	135.00
GOLDY'S FIRE APPARATUS. LLC	0003649	08/05/2022	STRIPES FOR NEW FD2 AND STRIPS TO MATCH L1	001-261-630-360	2,313.78
RACKLEY OIL INC.	000580691	08/08/2022	MOBIL DTE 10 EXCEL 68 PAIL	001-261-525-231	104.95
FUELMAN / FLEETCOR	INV0035375	08/08/2022	FUEL 8.1.22-8.7.22	001-261-525-231	1,051.53
ATMOS ENERGY	INV0035381	08/08/2022	MONTHLY USAGE	001-261-625-380	68.83
COAST TO COAST SOLUTIONS*	IVC0105786	08/08/2022	LOLLIPOPS STOP DROP RO;;	001-261-501-250	276.42
STARKVILLE UTILITIES	INV0035382	08/09/2022	MONTHLY USAGE	001-261-625-380	1,250.97
VERIZON CONNECT-NWF	INV0035384	08/09/2022	MONTHLY USAGE	001-261-690-450	331.85
PETTY CASH VOUCHERS	INV0035389	08/09/2022	TITLE FOR VIN # 7095	001-261-691-550	10.00
Outstanding Total:					16,023.36
Department 261 - FIRE DEPARTMENT Total:					16,023.36
Department: 281 - BUILDING/CODES OFFICE					
Outstanding					
FUELMAN / FLEETCOR	INV0035353	08/02/2022	FUEL 7.25.22-7.31.22	001-281-525-231	53.49
CSPIRE WIRELESS	INV0035378	08/02/2022	MONTHLY CHARGE 30343986	001-281-604-330	51.75
VERIZON CONNECT-NWF	INV0035384	08/09/2022	MONTHLY USAGE	001-281-690-450	72.81
Outstanding Total:					178.05
Department 281 - BUILDING/CODES OFFICE Total:					178.05
Department: 290 - CIVIL DEFENSE/WARNING SYSTEM					
Outstanding					
PRECISION COMMUNICATIONS	18802	08/04/2022	BATTERY CHARGER 48 VOLT LABOR AND SERVICE CALL	001-290-630-400	1,528.54
STARKVILLE UTILITIES	INV0035382	08/09/2022	MONTHLY USAGE	001-290-625-380	29.04
Outstanding Total:					1,557.58
Department 290 - CIVIL DEFENSE/WARNING SYSTEM Total:					1,557.58
Department: 301 - STREET DEPARTMENT					
Outstanding					
CLARKE MOSQUITO CONTROL	5100787	06/06/2022	MOSQUITO SPRAY	001-301-515-221	800.00
CHEMPRO SERVICES INC	16331	06/30/2022	2022 WEED CONTROL SERVICES	001-301-561-271	9,926.00
SAFETY-KLEEN SYSTEMS, INC.	89259433	07/11/2022	PARTS AND WASHER SOLVENT	001-301-630-400	242.00
CADENCE /ELAN VISA	INV0035367	07/20/2022	NOLAN ENGLAND BRAKES ENG 106	001-301-630-360	135.00
SHERWIN WILLIAMS CO.	0169-2	07/21/2022	HWY WHITE PAINT	001-301-565-272	98.63
APAC-MISSISSIPPI, INC	4000125644	07/25/2022	ASPHALT	001-301-560-270	641.30
CODY BOYD	610111	07/26/2022	TREE REMOVAL SOUTH MONTGOMERY	001-301-600-300	2,268.00
THOMPSON MACHINERY*	PC110316034	07/26/2022	ELEMENTS, FILTERS	001-301-630-400	297.71
THOMPSON MACHINERY*	PC110316035	07/26/2022	O-RINGS	001-301-630-400	34.39
PAUL'S WELDING	0894	07/27/2022	TAILGATE PINS	001-301-630-360	40.00
GATEWAY TIRE & SERVICE CENTER	1018-165292	07/27/2022	REPAIR BACKHOE TIRE	001-301-630-400	40.75
CUSTOM PRODUCTS CORPORATION	374863	07/27/2022	STOP AHEAD SIGNS	001-301-565-272	170.11
THOMPSON MACHINERY*	PC110316109	07/27/2022	PLUGS	001-301-630-400	8.98
THOMPSON MACHINERY*	PC110316110	07/27/2022	GEAR OIL, PAINT, PARTS ETC	001-301-630-400	501.81
CANNON FORD LINCOLN	205652	07/28/2022	PARTS FOR 703	001-301-630-360	51.24

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Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Amount
IVY AUTO PARTS, LLC.	690664	07/28/2022	DELO 15W40	001-301-630-360	164.94
MSU FACILITIES MANAGEMENT- TRAFFIC LIGHTS	080122013509	08/01/2022	SPRING & LOCKSLEY TRAFFIC SIGNAL	001-301-625-380	43.82
CINTAS	4127058390	08/02/2022	SUPPLIES	001-301-555-250	36.78
FUELMAN / FLEETCOR	INV0035353	08/02/2022	FUEL 7.25.22-7.31.22	001-301-525-231	1,679.33
POWERSTROKE EQUIPMENT SALES & SVC	6840	08/04/2022	PLUG & DECOMP VALVE	001-301-630-400	43.98
BELL BUILDING SUPPLY, INC.	353007	08/05/2022	POLY SPRAY	001-301-555-250	34.99
STARKVILLE AUTO PARTS	5151-154644	08/05/2022	JD FRONT LOADER RPRS	001-301-630-400	123.54
FASTENAL COMPANY	MSSTA101579	08/05/2022	ASPHALT BLADES	001-301-560-270	627.65
WILLIAMS EQUIPMENT AND SUPPLY CO	3946710	08/08/2022	MISC FILTERS	001-301-630-400	183.83
FUELMAN / FLEETCOR	INV0035375	08/08/2022	FUEL 8.1.22-8.7.22	001-301-525-231	1,475.53
CINTAS	4127726873	08/09/2022	SUPPLIES	001-301-555-250	36.78
STARKVILLE UTILITIES	INV0035382	08/09/2022	MONTHLY USAGE	001-301-625-380	431.80
STARKVILLE UTILITIES	INV0035382	08/09/2022	MONTHLY USAGE	001-301-625-380	18.78
VERIZON CONNECT-NWF	INV0035384	08/09/2022	MONTHLY USAGE	001-301-690-450	250.90

Outstanding Total:	20,408.57
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Department 301 - STREET DEPARTMENT Total:	20,408.57
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Department: 360 - ANIMAL CONTROL

Outstanding

FUELMAN / FLEETCOR	INV0035353	08/02/2022	FUEL 7.25.22-7.31.22	001-360-525-231	124.24
CSPIRE WIRELESS	INV0035378	08/02/2022	MONTHLY CHARGE 30343986	001-360-604-330	35.87
FUELMAN / FLEETCOR	INV0035375	08/08/2022	FUEL 8.1.22-8.7.22	001-360-525-231	61.51

Outstanding Total:	221.62
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Department 360 - ANIMAL CONTROL Total:	221.62
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Department: 550 - PARKS AND REC DEPARTMENT

Outstanding

SECURITY SOLUTIONS	232971	07/01/2022	MONITORING CONSESSION STAND AT PARK	001-550-600-300	690.00
FUELMAN / FLEETCOR	INV0035353	08/02/2022	FUEL 7.25.22-7.31.22	001-550-525-231	114.39
FUELMAN / FLEETCOR	INV0035375	08/08/2022	FUEL 8.1.22-8.7.22	001-550-525-231	60.56
VERIZON CONNECT-NWF	INV0035384	08/09/2022	MONTHLY USAGE	001-550-690-450	105.19
CSP SPORTS FACILITIES COMPANIES, LLC	INV0035393	08/10/2022	JULY 2022 EXPENSE ADVANCE	001-550-600-297	50,000.00
CSP SPORTS FACILITIES COMPANIES, LLC	INV0035394	08/10/2022	AUGUST 2022 PARK & REC MANAGEMENT FEE	001-550-600-296	15,000.00

Outstanding Total:	65,970.14
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Department 550 - PARKS AND REC DEPARTMENT Total:	65,970.14
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Department: 600 - CAPITAL PROJECTS

Outstanding

LEE'S PRECAST CONCRETE, INC	151505	07/01/2022	8 HEADWALLS	001-600-912-852	5,730.00
MMC MATERIALS, INC.	773559	07/01/2022	CONCRETE FOR REED RD SIDEWALK	001-600-912-852	1,236.00
STARKVILLE DAILY NEWS	300231966	07/13/2022	ADV ENGINEERING STARK/HOSP RDS	001-600-902-938	160.66
SGK LANDSCAPES, LLC	WO17943	07/28/2022	FIRE STATION PARK IRRIGATION REPAIR	001-600-907-519	409.50

Outstanding Total:	7,536.16
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Department 600 - CAPITAL PROJECTS Total:	7,536.16
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Fund 001 - GENERAL FUND Total:	242,304.27
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Fund: 015 - AIRPORT FUND

Department: 505 - AIRPORT

Outstanding

RACKLEY OIL INC.	577960	07/01/2022	POWER STEERING FUEL	015-505-525-231	17.45
STARKVILLE DAILY NEWS	300231964	07/12/2022	BIDS RUNWAT/HANGER	015-505-610-340	89.16
RACKLEY OIL INC.	128189	07/15/2022	HSDF OFF ROAD DIESEL	015-505-525-231	976.50
RACKLEY OIL INC.	578933	07/15/2022	TRACTOR HYD FLUID	015-505-525-231	41.95

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Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Amount
RACKLEY OIL INC.	579434	07/19/2022	REG UNLEADED GAS	015-505-525-231	343.58
RACKLEY OIL INC.	579137	07/20/2022	OIL ABSORBENT PADS	015-505-541-237	31.98
CLEARWATER INC., ENVIRONMENTAL ENGI	1242201	07/21/2022	95% FROM MDOT MM 0068- 1123 GRANT 5% LOCAL MATCH	015-505-720-805	490.00
REYNOLDS/RENASANT INSURANCE AGENCY	1242032	07/25/2022	AIRPORT LIABILITY	015-505-620-370	5,701.00
RACKLEY OIL INC.	580078	07/27/2022	REG UNLEADED GAS	015-505-525-231	81.28
LOWE'S- AIRPORT	01337	07/28/2022	SAFETY CONE,PUSH BROOM,PAINT SUPPLIES,HAND CLEANER	015-505-501-198	116.18
POWERSTROKE EQUIPMENT SALES & SVC	6825	08/01/2022	BUMP HEAD AND SPRING	015-505-555-250	13.98
OKTIBBEHA COUNTY COOPERATIVE	810796	08/01/2022	3 BLADE KITS	015-505-630-400	521.97
TITAN AVIATION FUELS	R3637608	08/01/2022	JET TRUCK RENT AVGAS TRUCK RENT	015-505-600-322	800.00
SAFETY FLAG CO. OF AMERICA	106567	08/02/2022	WINDSOCK NYLON ORANGE 18X96 AND 36X12	015-505-691-550	308.76
CSPIRE WIRELESS	INV0035378	08/02/2022	MONTHLY CHARGE 30343986	015-505-604-330	47.52
REYNOLDS/RENASANT INSURANCE AGENCY	1244636	08/03/2022	BOND RENEWAL RODNEY LINCOLN	015-505-620-370	175.00
MAXXSOUTH BROADBAND	INV0035355	08/04/2022	MONTHLY CHARGES	015-505-600-338	144.95
U.S. POSTAL SERVICE	INV0035376	08/08/2022	POST OFFICE BOX RENT	015-505-600-338	332.00
VERIZON CONNECT-NWF	INV0035384	08/09/2022	MONTHLY USAGE	015-505-690-450	24.24
Outstanding Total:					10,257.50
Department 505 - AIRPORT Total:					10,257.50
Fund 015 - AIRPORT FUND Total:					10,257.50

Fund: 016 - RESTRICTED AIRPORT

Department: 515 - RESTRICTED PROJECTS

Outstanding

CLEARWATER INC., ENVIRONMENTAL ENGI	1242201	07/21/2022	95% FROM MDOT MM 0068- 1123 GRANT 5% LOCAL MATCH	016-515-600-391	9,310.00
Outstanding Total:					9,310.00
Department 515 - RESTRICTED PROJECTS Total:					9,310.00
Fund 016 - RESTRICTED AIRPORT Total:					9,310.00

Fund: 022 - ENVIRONMENTAL SERVICES

Department: 322 - SANITATION DEPARTMENT

Outstanding

TERRY'S GARAGE & REPAIRS, LLC	6751	07/19/2022	TRUCK #43 REPAIR	022-322-630-360	640.91
MAGNOLIA TRUCKING, LLC	4100	07/23/2022	TRUCK 91 TOW	022-322-630-252	1,925.00
TRI-STATE TRUCKCENTER*	02W15268	07/26/2022	UNIT 95 REPAIR	022-322-630-252	1,644.09
BOB'S MOBILE RADIO	316148	07/26/2022	RADIO REPAIR	022-322-630-404	207.00
STARKVILLE AUTO PARTS	5151-154381	07/26/2022	6G-6FJX	022-322-555-250	18.79
TERRY'S GARAGE & REPAIRS, LLC	6793	07/26/2022	TRUCK #42 REPAIR	022-322-630-360	823.56
TERRY'S GARAGE & REPAIRS, LLC	6813	07/28/2022	TRUCK #91 REPAIR	022-322-630-252	1,132.89
POWERSTROKE EQUIPMENT SALES & SVC	6814	07/28/2022	REPAIRED EXMARK MOWER,STHIL FUEL TANK	022-322-630-406	1,185.93
STARKVILLE AUTO PARTS	5151-154508	07/29/2022	DEF FLUID	022-322-525-231	647.50
WASTE PRO	0000246913	07/31/2022	HAUL FEE	022-322-600-431	700.00
NORTHEAST EXTERMIN - SANIT. ACCT	59177	08/01/2022	MONTHLY PEST CONTROL	022-322-600-300	30.00
NORTHEAST EXTERMIN - STREET ACCT	59253	08/01/2022	MONTHLY PEST CONTROL	022-322-600-300	30.00
SGK LANDSCAPES, LLC	ST29934	08/01/2022	LOUISVILLE NASH & RUSSELL MAINTENANCE	022-322-600-338	718.45
SGK LANDSCAPES, LLC	ST29934	08/01/2022	LOUISVILLE NASH & RUSSELL MAINTENANCE	022-322-600-338	33.05

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Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Amount
SGK LANDSCAPES, LLC	ST29935	08/01/2022	MAINTENANCE FOR HWY 12 MEDIANS FUEL SURCHARGE	022-322-600-338	76.09
SGK LANDSCAPES, LLC	ST29935	08/01/2022	MAINTENANCE FOR HWY 12 MEDIANS FUEL SURCHARGE	022-322-600-338	1,654.20
GATEWAY TIRE & SERVICE CENTER	1018-16528	08/02/2022	TRUCK #43 TIRES	022-322-630-360	421.44
GATEWAY TIRE & SERVICE CENTER	1018-165476	08/02/2022	TRUCK #93 TIRE	022-322-630-252	622.29
FUELMAN / FLEETCOR	INV0035353	08/02/2022	FUEL 7.25.22-7.31.22	022-322-525-231	5,396.36
CSPIRE WIRELESS	INV0035378	08/02/2022	MONTHLY CHARGE 30343986	022-322-604-330	174.99
OKTIBBEHA COUNTY COOPERATIVE	811294	08/03/2022	TUBE,WORENS,PIN,U-JOINT REPAIR KIT	022-322-555-250	552.26
PETERBILT OF MISSISSIPPI	145163PMM	08/04/2022	BLADE FAN	022-322-630-405	317.68
POWERSTROKE EQUIPMENT SALES & SVC	6842	08/05/2022	SUPPLIES AND SMALL TOOLS	022-322-555-250	771.34
FUELMAN / FLEETCOR	INV0035375	08/08/2022	FUEL 8.1.22-8.7.22	022-322-525-231	5,013.39
VERIZON CONNECT-NWF	INV0035384	08/09/2022	MONTHLY USAGE	022-322-691-450	348.04
Outstanding Total:					25,085.25

Paid

GTR SOLID WASTE MGMT. AUTH	INV0035366	08/04/2022	SOLID WASTE TICKETS JULY 2022	022-322-600-379	33,866.08
Paid Total:					33,866.08
Department 322 - SANITATION DEPARTMENT Total:					58,951.33

Department: 341 - LANDSCAPING

Outstanding

VERIZON CONNECT-NWF	INV0035384	08/09/2022	MONTHLY USAGE	022-341-691-450	56.62
Outstanding Total:					56.62
Department 341 - LANDSCAPING Total:					56.62
Fund 022 - ENVIRONMENTAL SERVICES Total:					59,007.95

Fund: 023 - LANDFILL ACCOUNT

Department: 323 - LANDFILL

Outstanding

NEEL-SCHAFFER	1078000	02/12/2022	CLASS I RUBBISH LANDFILL DUE DILIGENCE	023-323-600-338	205.25
NEEL-SCHAFFER	1078252	03/10/2022	TASK 5 CLASS I RUBBISH SITE PERMIT	023-323-600-338	371.93
Outstanding Total:					577.18
Department 323 - LANDFILL Total:					577.18
Fund 023 - LANDFILL ACCOUNT Total:					577.18

Fund: 107 - COMPUTER ASSESSMENTS

Department: 112 - COMPUTER ASSESSMENTS

Outstanding

TYLER TECHNOLOGIES	025-387702	08/01/2022	ERP PRO DOC MANAGEMENT ANNUAL FEES	107-112-600-303	672.75
TYLER TECHNOLOGIES	025-387702	08/01/2022	ERP PRO DOC MANAGEMENT ANNUAL FEES	107-112-600-303	977.34
TYLER TECHNOLOGIES	025-387702	08/01/2022	ERP PRO DOC MANAGEMENT ANNUAL FEES	107-112-600-303	1,044.13
TYLER TECHNOLOGIES	025-387702	08/01/2022	ERP PRO DOC MANAGEMENT ANNUAL FEES	107-112-600-303	2,625.00
TYLER TECHNOLOGIES	025-387702	08/01/2022	ERP PRO DOC MANAGEMENT ANNUAL FEES	107-112-600-303	3,583.58
TYLER TECHNOLOGIES	025-387702	08/01/2022	ERP PRO DOC MANAGEMENT ANNUAL FEES	107-112-600-303	20,335.12
Outstanding Total:					29,237.92
Department 112 - COMPUTER ASSESSMENTS Total:					29,237.92
Fund 107 - COMPUTER ASSESSMENTS Total:					29,237.92

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Vendor Name	Payable Number	Payable Date	Description (Item)	Account Number	Amount
Fund: 120 - MODERIZATION USE TAX					
Department: 300 - STREET DEPARTMENT					
Outstanding					
APAC-MISSISSIPPI, INC	4000124760	07/15/2022	ASPHALT FOR COLLIER RD BASAE REPAIR	120-300-912-861	612.68
APAC-MISSISSIPPI, INC	4000124895	07/15/2022	ASPHALT FOR COLLIER RD BASE REPAIR	120-300-912-861	633.88
LEE'S PRECAST CONCRETE, INC	152191	07/21/2022	PARKING BUMPERS,PINS,DOWELSDELIVERY CHARGE	120-300-912-861	2,217.50
APAC-MISSISSIPPI, INC	4000125773	07/26/2022	ASPHALT FOR COLLIER RD BASE REPAIR	120-300-912-861	616.92
APAC-MISSISSIPPI, INC	4000125852	07/27/2022	ASPHALT COLLIER RD REPAIR	120-300-912-861	633.88
MARK E. SHAW	39	07/29/2022	UTILITY INSPECTOR CONTRACT	120-300-912-861	930.00
APAC-MISSISSIPPI, INC	4000126149	08/01/2022	ASPHALT COLLIER RD REPAIR	120-300-912-861	1,263.52
APAC-MISSISSIPPI, INC	4000126343	08/03/2022	ASPHALT COLLIER RD	120-300-912-861	1,253.98
APAC-MISSISSIPPI, INC	4000126449	08/04/2022	ASPHALT	120-300-912-861	1,256.10
Outstanding Total:					9,418.46
Department 300 - STREET DEPARTMENT Total:					9,418.46
Fund 120 - MODERIZATION USE TAX Total:					9,418.46
Fund: 303 - INDUSTRIAL PARK BOND					
Department: 600 - CAPITAL PROJECTS					
Outstanding					
OKT COUNTY SUPERVISORS	12448	07/15/2022	ARC WATER TOWER PROJECT	303-600-600-309	1,900.00
OKT COUNTY SUPERVISORS	1080942	08/02/2022	NEEL-SCHAFFER SERVICE 6.1.22-6.30.22 #1080942	303-600-600-309	398.14
Outstanding Total:					2,298.14
Department 600 - CAPITAL PROJECTS Total:					2,298.14
Fund 303 - INDUSTRIAL PARK BOND Total:					2,298.14
Fund: 375 - PARK AND REC TOURISM					
Department: 551 - PARK & REC TOURISM					
Outstanding					
NESCO ELECTRICAL DISTRIBUTORS	52533063.001	08/01/2022	LIGHT BULBS	375-551-907-942	2,994.00
SOUTHERN PIPE AND SUPPLY CO., INC	6530393-00	08/03/2022	3 BACKFLOW COVERS	375-551-907-942	7,341.00
REGIONS BANK	INV0035369	08/04/2022	BOND SERIES 2020B	375-551-840-872	-10,637.51
REGIONS BANK	INV0035369	08/04/2022	BOND SERIES 2020B	375-551-840-872	129,712.50
REGIONS BANK	INV0035370	08/04/2022	BOND SERIES 2020A	375-551-840-852	-6,878.17
REGIONS BANK	INV0035370	08/04/2022	BOND SERIES 2020A	375-551-840-852	291,687.50
Outstanding Total:					414,219.32
Department 551 - PARK & REC TOURISM Total:					414,219.32
Fund 375 - PARK AND REC TOURISM Total:					414,219.32
Fund: 380 - PARK BONDS 2020					
Department: 551 - PARK & REC TOURISM					
Outstanding					
T&M STEEL ERECTORS, INC.	INV0035361	07/15/2022	PHASAE 2 PAY APP NO CORNERSTONE PARK	380-551-907-945	86,059.65
FOUR COUNTY ELECTRIC POWER ASSOCIATION	6302	07/19/2022	ADD POLE FOR CORNERSTONE BALL FIELD	380-551-907-948	5,362.39
WEATHERS CONSTRUCTION INC	INV0035373	08/04/2022	SPORTSPLEX DRAINAGE	380-551-907-956	89,171.03
Outstanding Total:					180,593.07
Department 551 - PARK & REC TOURISM Total:					180,593.07
Fund 380 - PARK BONDS 2020 Total:					180,593.07
Grand Total:					957,223.81

Report Summary

Fund Summary

Fund	Expense Amount	Payment Amount
001 - GENERAL FUND	242,304.27	0.00
015 - AIRPORT FUND	10,257.50	0.00
016 - RESTRICTED AIRPORT	9,310.00	0.00
022 - ENVIRONMENTAL SERVICES	59,007.95	33,866.08
023 - LANDFILL ACCOUNT	577.18	0.00
107 - COMPUTER ASSESSMENTS	29,237.92	0.00
120 - MODERIZATION USE TAX	9,418.46	0.00
303 - INDUSTRIAL PARK BOND	2,298.14	0.00
375 - PARK AND REC TOURISM	414,219.32	0.00
380 - PARK BONDS 2020	180,593.07	0.00
Grand Total:	957,223.81	33,866.08

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
001-000-053-206	DUE FROM WATER & SE...	56.62	0.00
001-000-054-205	DUE FROM STARKVILLE EL...	957.94	0.00
001-000-120-618	SEIZED FUNDS	15,290.00	0.00
001-000-160-698	DONATION POLICE	402.78	0.00
001-000-334-126	POLICE FORFEITED FUNDS...	887.99	0.00
001-100-604-330	COMMUNICATIONS	172.19	0.00
001-110-501-200	SUPPLIES/CC MCH FEES	190.57	0.00
001-110-600-301	PROFESSIONAL & CONTR...	185.00	0.00
001-110-918-805	EQUIP & SOFTWARE	6,572.60	0.00
001-120-503-202	COMMITTEE SUPPORT	170.99	0.00
001-120-600-300	PROFESSIONAL SERVICES	11,666.65	0.00
001-120-600-310	REDISTRICTING	10,000.00	0.00
001-120-604-330	COMMUNICATIONS	5.32	0.00
001-123-600-300	WEB SITE SVCS, SOFTWA...	19.95	0.00
001-123-604-330	COMMUNICATIONS	2,415.46	0.00
001-123-918-806	CAMERA LEASE PAYMENTS	2,044.95	0.00
001-145-501-200	SUPPLIES/OFFICE EQUIP...	249.82	0.00
001-145-604-330	POSTAGE/COPIER/PHONE...	55.41	0.00
001-159-620-371	BONDING-CITY EMPLOYE...	175.00	0.00
001-169-600-302	CITY ATTORNEY GENERAL	10,018.00	0.00
001-169-600-312	CITY ATTORNEY LITIGATI...	1,456.00	0.00
001-169-615-342	ADVERTISING, NOTICES, F...	1,063.22	0.00
001-180-600-320	DRUG/BACKGROUND CH...	255.00	0.00
001-180-604-330	COPIER/POSTAGE/PHONES	51.75	0.00
001-180-691-505	PERSONNEL / KRONOS SY...	2,906.55	0.00
001-190-600-300	PROF. SVCS	900.00	0.00
001-190-604-330	COPIERS/PHONES/IPADS	250.22	0.00
001-192-510-220	SUPPLIES	190.94	0.00
001-192-600-338	CONTRACT SERVICES	1,664.00	0.00
001-192-625-380	UTILITIES	4,284.33	0.00
001-192-630-403	REPAIRS TO BUILDING & ...	522.00	0.00
001-196-630-425	REPAIRS MAINT/MLK/182	800.00	0.00
001-196-631-402	ODDFELLOW MAINTENA...	1,600.00	0.00
001-196-637-637	BRUSH ARBOR	600.00	0.00
001-197-501-200	SUPPLIES	152.12	0.00
001-197-525-231	GAS & OIL	108.82	0.00
001-197-690-450	GPS EXPENSES	24.24	0.00
001-201-501-200	OFFICE SUPPLIES	380.51	0.00
001-201-525-231	GAS & OIL	8,139.81	0.00
001-201-535-233	UNIFORMS	979.66	0.00
001-201-541-237	PRISONER JAIL EXPENSES	12,605.00	0.00
001-201-555-208	JANITORIAL SUPPLIES	325.37	0.00
001-201-600-300	PROFESSIONAL SERVICES	845.00	0.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
001-201-600-304	INFORMANT FEES	3,675.00	0.00
001-201-604-330	PHONES/FAX/COPIERS/C...	5,603.66	0.00
001-201-615-343	PRINTING & BINDING	0.11	0.00
001-201-625-380	UTILITIES	5,114.07	0.00
001-201-630-360	VEHICLE REPAIRS & MAIN...	5,256.90	0.00
001-201-630-426	BUILDING MAINTENANCE	268.50	0.00
001-201-690-450	GPS EXPENSES	590.89	0.00
001-201-690-552	POLICE TRAINING/EDUCA...	6,235.00	0.00
001-201-918-805	EQUIPMENT & SOFTWARE	1,979.00	0.00
001-246-525-231	GAS AND OIL	43.88	0.00
001-261-501-250	FIRE PREVENTION SUPPLI...	2,896.62	0.00
001-261-525-231	GAS & OIL	2,155.36	0.00
001-261-555-208	JANITORIAL & PAPER SUP...	148.80	0.00
001-261-555-250	SUPPLIES & SMALL TOOLS	95.64	0.00
001-261-558-269	BUILDING MAINTENANCE	185.79	0.00
001-261-604-330	PHONES/CABLE/INTERNE...	966.39	0.00
001-261-625-380	UTILITIES	1,543.75	0.00
001-261-630-360	VEHICLE REPAIRS & MAIN...	7,689.16	0.00
001-261-690-450	GPS EXPENSES	331.85	0.00
001-261-691-550	MISCELLANEOUS	10.00	0.00
001-281-525-231	GAS & OIL	53.49	0.00
001-281-604-330	COPIER/PHONES/IPADS/...	51.75	0.00
001-281-690-450	GPS EXPENSES	72.81	0.00
001-290-625-380	UTILITIES / CODE RED	29.04	0.00
001-290-630-400	MAINT CONTRACT & REPA...	1,528.54	0.00
001-301-515-221	ENVIRONMENTAL CONTR...	800.00	0.00
001-301-525-231	GAS & OIL	3,154.86	0.00
001-301-555-250	SUPPLIES & SMALL TOOLS	108.55	0.00
001-301-560-270	CONSTRUCTION MATERIA...	1,268.95	0.00
001-301-561-271	SPRAYING- DRAINAGE MA...	9,926.00	0.00
001-301-565-272	STREETS SIGNS & PAINT	268.74	0.00
001-301-600-300	TREE TRIMMING	2,268.00	0.00
001-301-625-380	UTILITIES/STREET LIGHTI...	494.40	0.00
001-301-630-360	VEHICLE REPAIRS & MAIN...	391.18	0.00
001-301-630-400	EQUIPMENT REPAIR & MA..	1,476.99	0.00
001-301-690-450	GPS EXPENSES	250.90	0.00
001-360-525-231	GAS & OIL	185.75	0.00
001-360-604-330	COMMUNICATIONS	35.87	0.00
001-550-525-231	GAS & OIL	174.95	0.00
001-550-600-296	MANAGEMENT FEE	15,000.00	0.00
001-550-600-297	MANAGEMENT EXPENSE ...	50,000.00	0.00
001-550-600-300	PROFESSIONAL SERVICES	690.00	0.00
001-550-690-450	GPS EXPENSES	105.19	0.00
001-600-902-938	HOSPITAL/STARK ROAD G...	160.66	0.00
001-600-907-519	FIRE STATION PARK REPAI...	409.50	0.00
001-600-912-852	REED ROAD SIDEWALK	6,966.00	0.00
015-505-501-198	BUILDING REPAIRS & MAI...	116.18	0.00
015-505-525-231	GAS & OIL	1,460.76	0.00
015-505-541-237	OPERATING SUPPLIES	31.98	0.00
015-505-555-250	SMALL EQUIPMENT & TO...	13.98	0.00
015-505-600-322	LEASE/RENT-FUEL TRUCK...	800.00	0.00
015-505-600-338	CONTRACT & LEGAL SERV...	476.95	0.00
015-505-604-330	CELL PHONE/POSTAGE M...	47.52	0.00
015-505-610-340	ADVERTISING	89.16	0.00
015-505-620-370	INSURANCE	5,876.00	0.00
015-505-630-400	EQUIPMENT REPAIR & MA..	521.97	0.00
015-505-690-450	GPS EXPENSES	24.24	0.00
015-505-691-550	MISCELLANEOUS	308.76	0.00

Account Summary

Account Number	Account Name	Expense Amount	Payment Amount
015-505-720-805	CAPITAL OUTLAY-GRANT...	490.00	0.00
016-515-600-391	PROF. SVC -MULTI-MODAL..	9,310.00	0.00
022-322-525-231	GAS & OIL	11,057.25	0.00
022-322-555-250	SUPPLIES & SMALL TOOLS	1,342.39	0.00
022-322-600-300	PROFESSIONAL SERVICES	60.00	0.00
022-322-600-338	HWY 12 MAINT/RUSSELL ...	2,481.79	0.00
022-322-600-379	LANDFILL FEES	33,866.08	33,866.08
022-322-600-431	CONTRACT RECYCLING CO...	700.00	0.00
022-322-604-330	COMMUNICATIONS	174.99	0.00
022-322-630-252	VEHICLE REPAIRS & MAIN...	5,324.27	0.00
022-322-630-360	VEHICLE REPAIRS & MAIN...	1,885.91	0.00
022-322-630-404	RADIO MAINTENANCE / E...	207.00	0.00
022-322-630-405	EQUIPMENT REPAIR & MA...	317.68	0.00
022-322-630-406	EQUIPMENT REPAIR & MA...	1,185.93	0.00
022-322-691-450	GPS EXPENSES	348.04	0.00
022-341-691-450	GPS EXPENSES	56.62	0.00
023-323-600-338	CONTRACT / PROF SERVIC...	577.18	0.00
107-112-600-303	DATA PROCESSING	29,237.92	0.00
120-300-912-861	2022 STREET IMPROVEM...	9,418.46	0.00
303-600-600-309	LEGAL AND PROF SVCS EX...	2,298.14	0.00
375-551-840-852	INTEREST - 2020A	284,809.33	0.00
375-551-840-872	INTEREST - 2020B	119,074.99	0.00
375-551-907-942	EXISTING PARK IMPROVE...	10,335.00	0.00
380-551-907-945	CORNERSTONE - PHASE 2 ...	86,059.65	0.00
380-551-907-948	CORNERSTONE ELECTRIC	5,362.39	0.00
380-551-907-956	SPORTSPLEX DRAINAGE	89,171.03	0.00
Grand Total:		957,223.81	33,866.08

Project Account Summary

Project Account Key	Expense Amount	Payment Amount
None	957,223.81	33,866.08
Grand Total:	957,223.81	33,866.08



200 N Lafayette Street • Starkville, MS 39759
Telephone & Fax: 662-323-3133

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
Comptroller
Starkville Utilities



Starkville Utilities – Water & Sewer Division
Budget Year 2022 (10/2021-9/2022) Amendment

		Current Budget	Amendments	Amended Budget
<u>Revenues</u>				
100	Water Sales Revenue	\$ 4,500,000		\$ 4,500,000
101	Sewer Sales Revenue	3,500,000		3,500,000
	Total Sales Revenue	\$ 8,000,000	\$ -	\$ 8,000,000
110	Forfeited Customer Discounts	100,000		100,000
111	Misc. Service Revenue	50,000		50,000
112	Interest Income	10,000	(5,000)	5,000
113	Tap Fees	150,000		150,000
114	Tower Lease	368,166		368,166
116	Wastewater Revenue	40,000		40,000
117	Federal & State Grant Revenue	932,183		932,183
	Total Other Revenue	\$ 1,650,349	\$ (5,000)	\$ 1,645,349
	Total Revenue	\$ 9,650,349	\$ (5,000)	\$ 9,645,349
<u>Expenses</u>				
<u>Payroll Expenses</u>				
200	Employee Wages	\$ 1,185,000		\$ 1,185,000
201	Employee Overtime	120,000		120,000
202	Employer Contribution - Retirement	227,070	-	227,070
203	Employer Contribution - Social Security	99,833	-	99,833
204	Employer Contribution - Insurance	140,000		140,000
205	Payroll Expense from Other Departments	650,000		650,000
	Total Payroll Expenses	\$ 2,421,903	\$ -	\$ 2,421,903
<u>Operating Expenses</u>				
300	City Administrative Costs	\$ 75,000		\$ 75,000
301	Rental Allocation to Electric Dept	160,000		160,000
302	Billing Services	150,000		150,000
303	Contract Services	250,000	5,000	255,000
304	Water Quality Analysis	50,000	(10,000)	40,000
305	Insurance	70,000		70,000
306	Communications	50,000		50,000
307	Office Supplies	35,000		35,000
309	Uniforms	20,000		20,000
310	Utilities	950,000		950,000
311	Travel & Training	10,000		10,000
312	Dues	5,000		5,000
316	Advertising	5,000		5,000
317	Rent	5,000	(5,000)	-
318	Miscellaneous	10,000		10,000
	Total Operating Expenses	\$ 1,845,000	\$ (10,000)	\$ 1,835,000



Starkville Utilities – Water & Sewer Division
Budget Year 2022 (10/2021-9/2022) Amendment

		Current Budget	Amendments	Amended Budget
	<u>Maintenance Expense</u>			
400	Expensed Materials & Supplies	\$ 800,000		\$ 800,000
401	Chemicals	120,000	40,000	160,000
403	Gas & Fuel Expense	80,000		80,000
404	Equipment Repairs & Maintenance	400,000	150,000	550,000
405	Infrastructure Repairs & Maintenance	500,000		500,000
406	Building Repairs & Maintenance	200,000		200,000
408	Tank & Well Maintenance	80,000		80,000
410	Remote Pump Station Maintenance	40,000		40,000
	Total Maintenance Expenses	\$ 2,220,000	\$ 190,000	\$ 2,410,000
	<u>Capital Expense</u>			
501	Asset Purchases - Building & Grounds	\$ 25,000		\$ 25,000
502	Asset Purchases - Equipment & Vehicles	150,000		150,000
503	Capital Projects & Construction	2,234,015	325,000	2,559,015
	Total Capital Expenses	\$ 2,409,015	\$ 325,000	\$ 2,734,015
	<u>Debt Expenses</u>			
600	Interest Expense on Long-term Debt	\$ 420,637		\$ 420,637
601	Principal Paid on Long-term Debt	1,080,751		1,080,751
	Total Debt Expenses	\$ 1,501,388	\$ -	\$ 1,501,388
	Total Expenses	\$ 10,397,306	\$ 505,000	\$ 10,902,306
	Total Revenues Over Expenses	\$ (746,957)	\$ (510,000)	\$ (1,256,957)

	<u>Capital Expense (Net of Long-Term Debt Funding) - #503 Detail</u>			
503C	Green Oaks Phase 1 & 2 Sewer Rehab	\$ 1,100,000	(400,000)	700,000
503D	Trim Cane Lift Station Rehab	26,000		26,000
503E	Babylon Road Sewer Rehab	650,000		650,000
503F	Green Oaks South/Rolling Hills Sewer Rehab	375,000	625,000	1,000,000
503I	Main Street Water Line Replacement	100,000	100,000	200,000
503R	Major Construction and Rehab Work	550,000		550,000
	Total	\$ 2,801,000	\$ 325,000	\$ 3,126,000
	Less: Debt Funding Capital Projects	(566,985)		(566,985)
	Capital Expense Net of Long-Term Debt	\$ 2,234,015	\$ 325,000	\$ 2,559,015



Starkville Utilities – Electric Division
Budget Year 2022 (10/2021-9/2022) Amendment

	Current Budget	Amendments	Amended Budget
<u>Revenues</u>			
100 Electric Sales	39,875,000	1,500,000	41,375,000
110 Forfeited Customer Discounts	250,000		250,000
111 Misc. Service Revenue	250,000		250,000
112 Interest Income	15,000		15,000
120 Rent from Electric Property	315,000		315,000
130 Water Sewer Reimbursement	1,000,000		1,000,000
131 Sanitation Reimbursement	75,000		75,000
132 City Reimbursement for Lights	10,000		10,000
Other Revenue	1,915,000	-	1,915,000
Total Revenue	41,790,000	1,500,000	43,290,000

Expenses

150 Purchased Power Expense	30,800,000	1,500,000	32,300,000
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Payroll Expenses

200 Employee Salaries	2,035,300		2,035,300
201 Employee Overtime	120,000		120,000
202 Employer Contributions - State Retirement	375,023	-	375,023
203 Employer Contributions - Social Security	164,880	-	164,880
204 Employer Contributions - Group Insurance	185,000		185,000
205 Payroll Expense from Other Departments	60,000		60,000
Total Payroll Expenses	2,940,203	-	2,940,203

Operating Expenses

300 City Administrative Cost Reimbursement	135,000		135,000
302 Billing Services	325,000		325,000
303 Contract Services	455,000	27,000	482,000
305 Insurance	240,000		240,000
306 Communications	90,000		90,000
307 Office Supplies	70,000	15,000	85,000
308 Safety Supplies	25,000		25,000
309 Uniforms	30,000		30,000
310 Utilities	15,000		15,000
311 Travel & Training	45,000		45,000
312 Dues	50,000		50,000
313 Audit	24,000	(24,000)	-
314 Collection & Bank Fees	15,000		15,000
315 Postage	8,000		8,000
316 Advertising	6,000		6,000
317 Rent	3,000	(3,000)	-
318 Miscellaneous	10,000		10,000
Total Operating Expenses	1,546,000	15,000	1,561,000



Starkville Utilities – Electric Division
Budget Year 2022 (10/2021-9/2022) Amendment

	Current Budget	Amendments	Amended Budget
<u>Maintenance Expense</u>			
400 Expensed Materials & Supplies	275,000		275,000
401 ROW Clearing	370,000		370,000
403 Gas & Fuel Expense	150,000		150,000
404 Equipment Repairs & Maintenance	160,000		160,000
405 Substation Repairs & Supplies	40,000		40,000
406 Building Repairs & Maintenance	65,000	20,000	85,000
407 General Maintenance	50,000		50,000
Total Maintenance Expenses	1,110,000	20,000	1,130,000
<u>Capital Expense</u>			
500 Capitalized Materials & Supplies	1,000,000	(200,000)	800,000
501 Asset Purchases - Building & Grounds	1,000,000	(200,000)	800,000
502 Asset Purchases - Equipment & Vehicles	198,000		198,000
503 Capital Projects & Construction	1,679,523	(204,523)	1,475,000
Total Capital Expenses	3,877,523	(604,523)	3,273,000
<u>Debt Expenses</u>			
600 Interest Expense on LTD	154,813		154,813
601 Principal Paid on LTD	470,000		470,000
Total Debt Expenses	624,813	-	624,813
700 Tax Equivalency	1,365,000		1,365,000
Total Expenses	42,263,539	930,477	43,194,016
Total Revenue Over Expenses	(473,539)	569,523	95,984
<u>503 Capital Projects (Net of Long-Term Debt Funding) - #503 Detail</u>			
Capital Projects - Substation	1,504,523	(104,523)	1,400,000
Capital Projects - Distribution	125,000	(100,000)	25,000
Capital Projects - Street Lighting	50,000		50,000
Total	1,679,523	(204,523)	1,475,000



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

AGENDA ITEM DEPT.: Finance
AGENDA DATE: 8-16-2022
PAGE: 1 of 26

SUBJECT: Request acceptance of the July 2022 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,
Webb Corban, Director of Finance
or David Wise, Manager of Accounting & Finance

SUGGESTED MOTION:

Acceptance of the July 2022 financial statements of the City of Starkville, MS.



Budget Report

Group Summary

For Fiscal: 2021-2022 Period Ending: 07/31/2022

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	8,340,000.00	8,340,000.00	239,610.08	8,046,523.55	-293,476.45	96.48 %
206 - LIEU OF TAXES	805,500.00	825,500.00	66,302.55	713,267.33	-112,232.67	86.40 %
220 - LICENSES AND PERMITS	259,000.00	382,500.00	26,423.23	373,309.92	-9,190.08	97.60 %
230 - INTERGOVERNMENTAL REVENUES	12,119,500.00	11,682,200.00	1,002,684.56	10,289,962.45	-1,392,237.55	88.08 %
250 - GRANTS	107,900.00	203,400.00	6,916.58	122,138.82	-81,261.18	60.05 %
280 - CHARGES FOR GOVERNMENTAL SERVICES	24,500.00	26,500.00	0.00	24,529.09	-1,970.91	92.56 %
330 - FINES AND FORFEITS	462,500.00	462,500.00	67,675.50	509,040.54	46,540.54	110.06 %
340 - MISCELLANEOUS	581,750.00	549,247.87	36,053.18	474,235.82	-75,012.05	86.34 %
360 - CHARGES FOR SERVICES	1,500.00	1,500.00	1,013.00	2,451.00	951.00	163.40 %
380 - TRANSFERS AND NON REVENUE RECEIPTS	4,920,000.00	4,696,000.00	113,787.00	2,027,899.43	-2,668,100.57	43.18 %
631 - ODDFELLOWS	10,500.00	10,500.00	12.26	136.40	-10,363.60	1.30 %
Department: 000 - UNDESIGNATED Total:	27,632,650.00	27,179,847.87	1,560,477.94	22,583,494.35	-4,596,353.52	83.09 %
Department: 550 - PARKS AND REC DEPARTMENT						
340 - MISCELLANEOUS	0.00	0.00	0.00	70,000.00	70,000.00	0.00 %
Department: 550 - PARKS AND REC DEPARTMENT Total:	0.00	0.00	0.00	70,000.00	70,000.00	0.00 %
Revenue Total:	27,632,650.00	27,179,847.87	1,560,477.94	22,653,494.35	-4,526,353.52	83.35 %
Expense						
Department: 100 - BOARD OF ALDERMEN						
400 - PERSONNEL SERVICES	204,100.00	204,100.00	16,239.88	170,105.95	33,994.05	83.34 %
600 - CONTRACTUAL SERVICES	16,500.00	16,500.00	2,959.81	10,896.32	5,603.68	66.04 %
Department: 100 - BOARD OF ALDERMEN Total:	220,600.00	220,600.00	19,199.69	181,002.27	39,597.73	82.05 %
Department: 110 - MUNICIPAL COURT						
400 - PERSONNEL SERVICES	345,130.00	351,138.00	26,147.61	285,151.56	65,986.44	81.21 %
500 - SUPPLIES	10,000.00	10,000.00	922.39	6,428.08	3,571.92	64.28 %
600 - CONTRACTUAL SERVICES	23,000.00	26,000.00	1,672.08	20,785.31	5,214.69	79.94 %
900 - CAPITAL OUTLAY	78,500.00	78,500.00	0.00	30,682.23	47,817.77	39.09 %
Department: 110 - MUNICIPAL COURT Total:	456,630.00	465,638.00	28,742.08	343,047.18	122,590.82	73.67 %
Department: 111 - YOUTH COURT						
600 - CONTRACTUAL SERVICES	92,950.00	92,950.00	158.11	69,955.31	22,994.69	75.26 %
Department: 111 - YOUTH COURT Total:	92,950.00	92,950.00	158.11	69,955.31	22,994.69	75.26 %
Department: 120 - MAYORS OFFICE						
400 - PERSONNEL SERVICES	153,120.00	153,158.00	11,917.20	129,775.63	23,382.37	84.73 %
500 - SUPPLIES	1,200.00	1,200.00	890.04	1,531.87	-331.87	127.66 %
600 - CONTRACTUAL SERVICES	151,000.00	151,000.00	18,060.22	86,071.53	64,928.47	57.00 %
900 - CAPITAL OUTLAY	500.00	500.00	0.00	0.00	500.00	0.00 %
Department: 120 - MAYORS OFFICE Total:	305,820.00	305,858.00	30,867.46	217,379.03	88,478.97	71.07 %
Department: 123 - IT						
400 - PERSONNEL SERVICES	336,400.00	351,164.00	20,617.53	275,232.98	75,931.02	78.38 %
500 - SUPPLIES	500.00	500.00	0.00	0.00	500.00	0.00 %
600 - CONTRACTUAL SERVICES	118,250.00	133,250.00	9,146.98	128,233.50	5,016.50	96.24 %
900 - CAPITAL OUTLAY	90,000.00	115,604.00	1,968.34	109,838.34	5,765.66	95.01 %
Department: 123 - IT Total:	545,150.00	600,518.00	31,732.85	513,304.82	87,213.18	85.48 %
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 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 142 - CITY CLERKS OFFICE						
400 - PERSONNEL SERVICES	444,482.00	467,943.00	32,688.89	334,262.50	133,680.50	71.43 %
600 - CONTRACTUAL SERVICES	115,000.00	121,500.00	0.00	114,149.00	7,351.00	93.95 %
Department: 142 - CITY CLERKS OFFICE Total:	559,482.00	589,443.00	32,688.89	448,411.50	141,031.50	76.07 %
Department: 145 - OTHER ADMINISTRATIVE						
400 - PERSONNEL SERVICES	1,000.00	1,000.00	0.00	160.00	840.00	16.00 %
500 - SUPPLIES	9,500.00	9,500.00	377.38	6,237.72	3,262.28	65.66 %
600 - CONTRACTUAL SERVICES	23,500.00	23,500.00	1,137.18	12,064.59	11,435.41	51.34 %
900 - CAPITAL OUTLAY	3,000.00	3,000.00	0.00	1,958.23	1,041.77	65.27 %
Department: 145 - OTHER ADMINISTRATIVE Total:	37,000.00	37,000.00	1,514.56	20,420.54	16,579.46	55.19 %
Department: 159 - BONDING-CITY EMPLOYEES						
600 - CONTRACTUAL SERVICES	8,500.00	8,500.00	275.00	6,822.50	1,677.50	80.26 %
Department: 159 - BONDING-CITY EMPLOYEES Total:	8,500.00	8,500.00	275.00	6,822.50	1,677.50	80.26 %
Department: 160 - ATTORNEY AND STAFF						
400 - PERSONNEL SERVICES	69,945.00	69,945.00	5,386.17	59,247.83	10,697.17	84.71 %
Department: 160 - ATTORNEY AND STAFF Total:	69,945.00	69,945.00	5,386.17	59,247.83	10,697.17	84.71 %
Department: 169 - LEGAL						
600 - CONTRACTUAL SERVICES	235,000.00	235,000.00	25,409.42	157,487.35	77,512.65	67.02 %
Department: 169 - LEGAL Total:	235,000.00	235,000.00	25,409.42	157,487.35	77,512.65	67.02 %
Department: 180 - HUMAN RESOURCES						
400 - PERSONNEL SERVICES	307,383.00	315,630.00	33,694.52	249,247.72	66,382.28	78.97 %
500 - SUPPLIES	3,000.00	3,000.00	0.00	971.66	2,028.34	32.39 %
600 - CONTRACTUAL SERVICES	50,750.00	50,750.00	3,460.54	39,898.77	10,851.23	78.62 %
Department: 180 - HUMAN RESOURCES Total:	361,133.00	369,380.00	37,155.06	290,118.15	79,261.85	78.54 %
Department: 190 - CITY PLANNER						
400 - PERSONNEL SERVICES	178,240.00	193,240.00	7,945.71	141,949.17	51,290.83	73.46 %
500 - SUPPLIES	1,100.00	1,100.00	0.00	1,004.71	95.29	91.34 %
600 - CONTRACTUAL SERVICES	47,150.00	47,150.00	730.83	23,507.15	23,642.85	49.86 %
900 - CAPITAL OUTLAY	20,000.00	20,000.00	0.00	23,305.00	-3,305.00	116.53 %
Department: 190 - CITY PLANNER Total:	246,490.00	261,490.00	8,676.54	189,766.03	71,723.97	72.57 %
Department: 191 - EXTERNAL SERVICE						
400 - PERSONNEL SERVICES	136,940.00	171,940.00	8,908.27	109,779.40	62,160.60	63.85 %
Department: 191 - EXTERNAL SERVICE Total:	136,940.00	171,940.00	8,908.27	109,779.40	62,160.60	63.85 %
Department: 192 - GENERAL GOVERN BLDG & PLANT						
500 - SUPPLIES	5,500.00	5,500.00	302.94	4,056.25	1,443.75	73.75 %
600 - CONTRACTUAL SERVICES	89,500.00	90,200.00	3,571.46	77,847.28	12,352.72	86.31 %
800 - DEBT SERVICE	3,586.00	3,586.00	0.00	2,689.50	896.50	75.00 %
Department: 192 - GENERAL GOVERN BLDG & PLANT Total:	98,586.00	99,286.00	3,874.40	84,593.03	14,692.97	85.20 %
Department: 195 - TRANSFERS TO OTHER AGENCIES						
600 - CONTRACTUAL SERVICES	40,000.00	40,000.00	5,000.00	33,499.00	6,501.00	83.75 %
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	5,500.00	5,500.00	0.00	350.00	5,150.00	6.36 %
900 - CAPITAL OUTLAY	271,928.00	264,833.00	52,500.00	236,850.85	27,982.15	89.43 %
990 - TRANSFERS	342,500.00	342,500.00	75,000.00	355,000.00	-12,500.00	103.65 %
Department: 195 - TRANSFERS TO OTHER AGENCIES Total:	659,928.00	652,833.00	132,500.00	625,699.85	27,133.15	95.84 %
Department: 196 - CEMETERY ADMINISTRATION						
600 - CONTRACTUAL SERVICES	26,000.00	26,000.00	5,300.00	19,143.00	6,857.00	73.63 %
631 - ODDFELLOWS	20,000.00	20,000.00	1,600.00	16,163.50	3,836.50	80.82 %
Department: 196 - CEMETERY ADMINISTRATION Total:	46,000.00	46,000.00	6,900.00	35,306.50	10,693.50	76.75 %
Department: 197 - ENGINEERING						
400 - PERSONNEL SERVICES	406,430.00	418,955.00	24,365.03	325,671.66	93,283.34	77.73 %
500 - SUPPLIES	6,150.00	6,150.00	684.33	2,500.92	3,649.08	40.67 %
600 - CONTRACTUAL SERVICES	20,900.00	20,900.00	276.20	6,003.17	14,896.83	28.72 %
900 - CAPITAL OUTLAY	10,000.00	10,000.00	2,382.00	5,745.16	4,254.84	57.45 %
Department: 197 - ENGINEERING Total:	443,480.00	456,005.00	27,707.56	339,920.91	116,084.09	74.54 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Department: 201 - POLICE DEPARTMENT						
400 - PERSONNEL SERVICES	4,518,290.00	4,610,605.00	353,823.61	3,937,665.99	672,939.01	85.40 %
500 - SUPPLIES	452,500.00	462,500.00	31,917.88	445,368.41	17,131.59	96.30 %
600 - CONTRACTUAL SERVICES	564,750.00	584,750.00	30,194.15	508,691.73	76,058.27	86.99 %
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	0.00	67,100.00	0.00	25,227.16	41,872.84	37.60 %
800 - DEBT SERVICE	147,000.00	147,000.00	36,741.00	146,964.00	36.00	99.98 %
900 - CAPITAL OUTLAY	127,700.00	192,700.00	0.00	187,700.26	4,999.74	97.41 %
Department: 201 - POLICE DEPARTMENT Total:	5,810,240.00	6,064,655.00	452,676.64	5,251,617.55	813,037.45	86.59 %
Department: 245 - DISPATCHERS						
400 - PERSONNEL SERVICES	290,500.00	296,000.00	20,124.85	216,188.61	79,811.39	73.04 %
600 - CONTRACTUAL SERVICES	1,500.00	3,500.00	125.00	4,490.27	-990.27	128.29 %
Department: 245 - DISPATCHERS Total:	292,000.00	299,500.00	20,249.85	220,678.88	78,821.12	73.68 %
Department: 246 - CODE ENFORCEMENT						
400 - PERSONNEL SERVICES	103,210.00	109,710.00	11,027.23	98,267.40	11,442.60	89.57 %
500 - SUPPLIES	2,750.00	2,750.00	405.16	1,272.45	1,477.55	46.27 %
600 - CONTRACTUAL SERVICES	5,000.00	5,000.00	0.00	22.50	4,977.50	0.45 %
Department: 246 - CODE ENFORCEMENT Total:	110,960.00	117,460.00	11,432.39	99,562.35	17,897.65	84.76 %
Department: 254 - DUI GRANT						
400 - PERSONNEL SERVICES	134,230.00	137,230.00	10,090.64	123,268.66	13,961.34	89.83 %
Department: 254 - DUI GRANT Total:	134,230.00	137,230.00	10,090.64	123,268.66	13,961.34	89.83 %
Department: 261 - FIRE DEPARTMENT						
400 - PERSONNEL SERVICES	4,222,685.00	4,229,761.00	309,038.07	3,456,473.61	773,287.39	81.72 %
500 - SUPPLIES	133,750.00	143,750.00	7,317.15	108,750.87	34,999.13	75.65 %
600 - CONTRACTUAL SERVICES	276,500.00	291,500.00	20,830.28	296,388.54	-4,888.54	101.68 %
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	0.00	135,123.00	0.00	215,916.87	-80,793.87	159.79 %
800 - DEBT SERVICE	99,350.00	113,135.00	0.00	113,132.35	2.65	100.00 %
900 - CAPITAL OUTLAY	50,000.00	48,977.00	5,784.00	31,193.67	17,783.33	63.69 %
Department: 261 - FIRE DEPARTMENT Total:	4,782,285.00	4,962,246.00	342,969.50	4,221,855.91	740,390.09	85.08 %
Department: 281 - BUILDING/CODES OFFICE						
400 - PERSONNEL SERVICES	263,390.00	265,565.00	17,097.60	215,229.35	50,335.65	81.05 %
500 - SUPPLIES	7,000.00	7,000.00	967.79	5,741.43	1,258.57	82.02 %
600 - CONTRACTUAL SERVICES	92,000.00	92,000.00	2,493.92	23,103.31	68,896.69	25.11 %
800 - DEBT SERVICE	6,935.00	6,935.00	1,155.52	6,355.36	579.64	91.64 %
Department: 281 - BUILDING/CODES OFFICE Total:	369,325.00	371,500.00	21,714.83	250,429.45	121,070.55	67.41 %
Department: 290 - CIVIL DEFENSE/WARNING SYSTEM						
500 - SUPPLIES	650.00	650.00	0.00	0.00	650.00	0.00 %
600 - CONTRACTUAL SERVICES	17,500.00	17,500.00	341.56	16,702.58	797.42	95.44 %
900 - CAPITAL OUTLAY	0.00	6,250.00	0.00	-6,062.14	12,312.14	-96.99 %
Department: 290 - CIVIL DEFENSE/WARNING SYSTEM Total:	18,150.00	24,400.00	341.56	10,640.44	13,759.56	43.61 %
Department: 301 - STREET DEPARTMENT						
400 - PERSONNEL SERVICES	938,370.00	941,466.00	59,183.62	676,987.93	264,478.07	71.91 %
500 - SUPPLIES	183,750.00	238,750.00	16,096.56	245,309.41	-6,559.41	102.75 %
600 - CONTRACTUAL SERVICES	589,500.00	589,500.00	47,467.57	436,312.41	153,187.59	74.01 %
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	0.00	27,500.00	0.00	27,357.00	143.00	99.48 %
800 - DEBT SERVICE	98,675.00	98,675.00	25,308.39	119,063.98	-20,388.98	120.66 %
900 - CAPITAL OUTLAY	60,000.00	60,000.00	0.00	4,985.90	55,014.10	8.31 %
Department: 301 - STREET DEPARTMENT Total:	1,870,295.00	1,955,891.00	148,056.14	1,510,016.63	445,874.37	77.20 %
Department: 360 - ANIMAL CONTROL						
400 - PERSONNEL SERVICES	94,180.00	96,405.00	8,381.37	77,980.49	18,424.51	80.89 %
500 - SUPPLIES	3,500.00	6,000.00	337.14	3,919.40	2,080.60	65.32 %
600 - CONTRACTUAL SERVICES	5,550.00	5,550.00	114.97	3,805.71	1,744.29	68.57 %
Department: 360 - ANIMAL CONTROL Total:	103,230.00	107,955.00	8,833.48	85,705.60	22,249.40	79.39 %
Department: 550 - PARKS AND REC DEPARTMENT						
400 - PERSONNEL SERVICES	1,065,310.00	120,854.29	0.00	120,854.29	0.00	100.00 %
500 - SUPPLIES	175,000.00	32,457.37	140.69	25,847.91	6,609.46	79.64 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
600 - CONTRACTUAL SERVICES	467,100.00	1,004,940.38	173,909.21	1,083,397.37	-78,456.99	107.81 %
800 - DEBT SERVICE	17,956.00	17,956.00	0.00	13,467.00	4,489.00	75.00 %
900 - CAPITAL OUTLAY	20,000.00	0.00	0.00	225.00	-225.00	0.00 %
Department: 550 - PARKS AND REC DEPARTMENT Total:	1,745,366.00	1,176,208.04	174,049.90	1,243,791.57	-67,583.53	105.75 %
Department: 553 - P&R CORNERSTONE						
600 - CONTRACTUAL SERVICES	0.00	0.00	20,000.00	379,828.46	-379,828.46	0.00 %
Department: 553 - P&R CORNERSTONE Total:	0.00	0.00	20,000.00	379,828.46	-379,828.46	0.00 %
Department: 600 - CAPITAL PROJECTS						
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00 %
900 - CAPITAL OUTLAY	2,355,000.00	1,870,000.00	14,393.97	1,526,749.67	343,250.33	81.64 %
Department: 600 - CAPITAL PROJECTS Total:	2,365,000.00	1,880,000.00	14,393.97	1,526,749.67	353,250.33	81.21 %
Department: 601 - MAIN STREET						
900 - CAPITAL OUTLAY	0.00	325,000.00	25,792.33	43,580.01	281,419.99	13.41 %
Department: 601 - MAIN STREET Total:	0.00	325,000.00	25,792.33	43,580.01	281,419.99	13.41 %
Department: 800 - DEBT SERVICE						
800 - DEBT SERVICE	2,662,412.00	2,663,412.00	0.00	1,522,463.56	1,140,948.44	57.16 %
Department: 800 - DEBT SERVICE Total:	2,662,412.00	2,663,412.00	0.00	1,522,463.56	1,140,948.44	57.16 %
Department: 900 - INTERFUND TRANSACTIONS						
900 - CAPITAL OUTLAY	2,845,023.00	2,411,504.83	0.00	0.00	2,411,504.83	0.00 %
Department: 900 - INTERFUND TRANSACTIONS Total:	2,845,023.00	2,411,504.83	0.00	0.00	2,411,504.83	0.00 %
Expense Total:	27,632,650.00	27,179,847.87	1,652,297.29	20,182,450.94	6,997,396.93	74.26 %
Fund: 001 - GENERAL FUND Surplus (Deficit):	0.00	0.00	-91,819.35	2,471,043.41	2,471,043.41	0.00 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

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	11,500.00	11,500.00	1,116.00	10,125.00	-1,375.00	88.04 %
380 - TRANSFERS AND NON REVENUE RECEIPTS	10,000.00	10,000.00	0.00	0.00	-10,000.00	0.00 %
Department: 000 - UNDESIGNATED Total:	21,500.00	21,500.00	1,116.00	10,125.00	-11,375.00	47.09 %
Revenue Total:	21,500.00	21,500.00	1,116.00	10,125.00	-11,375.00	47.09 %
Expense						
Department: 251 - DRUG EDUCATION FUND						
500 - SUPPLIES	5,000.00	5,500.00	154.33	7,112.14	-1,612.14	129.31 %
600 - CONTRACTUAL SERVICES	1,500.00	1,500.00	615.95	1,625.15	-125.15	108.34 %
900 - CAPITAL OUTLAY	15,000.00	14,500.00	0.00	0.00	14,500.00	0.00 %
Department: 251 - DRUG EDUCATION FUND Total:	21,500.00	21,500.00	770.28	8,737.29	12,762.71	40.64 %
Expense Total:	21,500.00	21,500.00	770.28	8,737.29	12,762.71	40.64 %
Fund: 002 - RESTRICTED POLICE FUND Surplus (Deficit):	0.00	0.00	345.72	1,387.71	1,387.71	0.00 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

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	139,000.00	144,000.00	0.00	150,505.36	6,505.36	104.52 %
380 - TRANSFERS AND NON REVENUE RECEIPTS	130,000.00	130,000.00	0.00	0.00	-130,000.00	0.00 %
Department: 000 - UNDESIGNATED Total:	269,000.00	274,000.00	0.00	150,505.36	-123,494.64	54.93 %
Revenue Total:	269,000.00	274,000.00	0.00	150,505.36	-123,494.64	54.93 %
Expense						
Department: 560 - RESTRICTED FIRE FUND						
500 - SUPPLIES	500.00	2,000.00	0.00	1,766.50	233.50	88.33 %
800 - DEBT SERVICE	263,250.00	266,750.00	40,954.00	267,911.19	-1,161.19	100.44 %
900 - CAPITAL OUTLAY	5,250.00	5,250.00	0.00	0.00	5,250.00	0.00 %
Department: 560 - RESTRICTED FIRE FUND Total:	269,000.00	274,000.00	40,954.00	269,677.69	4,322.31	98.42 %
Expense Total:	269,000.00	274,000.00	40,954.00	269,677.69	4,322.31	98.42 %
Fund: 003 - RESTRICTED FIRE FUND Surplus (Deficit):	0.00	0.00	-40,954.00	-119,172.33	-119,172.33	0.00 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

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	0.00	49,665.70	-21,285.30	70.00 %
340 - MISCELLANEOUS	30,500.00	30,500.00	1,750.00	24,887.67	-5,612.33	81.60 %
360 - CHARGES FOR SERVICES	509,250.00	581,750.00	76,855.20	725,146.48	143,396.48	124.65 %
380 - TRANSFERS AND NON REVENUE RECEIPTS	700,000.00	700,000.00	0.00	0.00	-700,000.00	0.00 %
Department: 000 - UNDESIGNATED Total:	1,310,701.00	1,383,201.00	78,605.20	799,699.85	-583,501.15	57.82 %
Revenue Total:	1,310,701.00	1,383,201.00	78,605.20	799,699.85	-583,501.15	57.82 %
Expense						
Department: 505 - AIRPORT						
400 - PERSONNEL SERVICES	170,300.00	173,300.00	13,552.32	113,745.23	59,554.77	65.63 %
500 - SUPPLIES	419,000.00	469,000.00	87,114.07	616,261.36	-147,261.36	131.40 %
600 - CONTRACTUAL SERVICES	104,850.00	111,850.00	9,124.70	103,964.89	7,885.11	92.95 %
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	0.00	42,500.00	0.00	35,912.10	6,587.90	84.50 %
900 - CAPITAL OUTLAY	616,551.00	586,551.00	2,910.12	2,910.12	583,640.88	0.50 %
Department: 505 - AIRPORT Total:	1,310,701.00	1,383,201.00	112,701.21	872,793.70	510,407.30	63.10 %
Expense Total:	1,310,701.00	1,383,201.00	112,701.21	872,793.70	510,407.30	63.10 %
Fund: 015 - AIRPORT FUND Surplus (Deficit):	0.00	0.00	-34,096.01	-73,093.85	-73,093.85	0.00 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

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	145,556.00	145,556.00	21,021.00	108,594.58	-36,961.42	74.61 %
Department: 000 - UNDESIGNATED Total:	145,556.00	145,556.00	21,021.00	108,594.58	-36,961.42	74.61 %
Revenue Total:	145,556.00	145,556.00	21,021.00	108,594.58	-36,961.42	74.61 %
Expense						
Department: 515 - RESTRICTED PROJECTS						
600 - CONTRACTUAL SERVICES	49,414.00	49,414.00	0.00	25,532.17	23,881.83	51.67 %
700 - GRANTS, SUBSIDIES, AND ALLOCATIONS	96,142.00	96,142.00	1,215.92	89,125.34	7,016.66	92.70 %
Department: 515 - RESTRICTED PROJECTS Total:	145,556.00	145,556.00	1,215.92	114,657.51	30,898.49	78.77 %
Expense Total:	145,556.00	145,556.00	1,215.92	114,657.51	30,898.49	78.77 %
Fund: 016 - RESTRICTED AIRPORT Surplus (Deficit):	0.00	0.00	19,805.08	-6,062.93	-6,062.93	0.00 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

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	2,800,000.00	2,906,600.00	258,669.16	2,493,761.35	-412,838.65	85.80 %
380 - TRANSFERS AND NON REVENUE RECEIPTS	300,000.00	300,000.00	0.00	2,575.00	-297,425.00	0.86 %
Department: 000 - UNDESIGNATED Total:	3,100,000.00	3,206,600.00	258,669.16	2,496,336.35	-710,263.65	77.85 %
Revenue Total:	3,100,000.00	3,206,600.00	258,669.16	2,496,336.35	-710,263.65	77.85 %
Expense						
Department: 322 - SANITATION DEPARTMENT						
400 - PERSONNEL SERVICES	1,564,361.00	1,625,893.00	125,686.45	1,289,286.92	336,606.08	79.30 %
500 - SUPPLIES	240,500.00	337,100.00	22,541.41	322,722.51	14,377.49	95.73 %
600 - CONTRACTUAL SERVICES	844,600.00	846,600.00	76,938.66	751,504.21	95,095.79	88.77 %
800 - DEBT SERVICE	298,702.00	298,702.00	27,940.95	294,864.67	3,837.33	98.72 %
900 - CAPITAL OUTLAY	151,837.00	98,305.00	0.00	97,107.52	1,197.48	98.78 %
Department: 322 - SANITATION DEPARTMENT Total:	3,100,000.00	3,206,600.00	253,107.47	2,755,485.83	451,114.17	85.93 %
Department: 341 - LANDSCAPING						
600 - CONTRACTUAL SERVICES	0.00	0.00	129.52	129.52	-129.52	0.00 %
Department: 341 - LANDSCAPING Total:	0.00	0.00	129.52	129.52	-129.52	0.00 %
Expense Total:	3,100,000.00	3,206,600.00	253,236.99	2,755,615.35	450,984.65	85.94 %
Fund: 022 - ENVIRONMENTAL SERVICES Surplus (Deficit):	0.00	0.00	5,432.17	-259,279.00	-259,279.00	0.00 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 023 - LANDFILL ACCOUNT						
Revenue						
Department: 000 - UNDESIGNATED						
230 - INTERGOVERNMENTAL REVENUES	1,000.00	1,000.00	0.00	0.00	-1,000.00	0.00 %
380 - TRANSFERS AND NON REVENUE RECEIPTS	440,000.00	440,000.00	23,605.40	216,943.17	-223,056.83	49.31 %
Department: 000 - UNDESIGNATED Total:	441,000.00	441,000.00	23,605.40	216,943.17	-224,056.83	49.19 %
Revenue Total:	441,000.00	441,000.00	23,605.40	216,943.17	-224,056.83	49.19 %
Expense						
Department: 323 - LANDFILL						
600 - CONTRACTUAL SERVICES	221,000.00	221,000.00	0.00	0.00	221,000.00	0.00 %
900 - CAPITAL OUTLAY	220,000.00	220,000.00	0.00	0.00	220,000.00	0.00 %
Department: 323 - LANDFILL Total:	441,000.00	441,000.00	0.00	0.00	441,000.00	0.00 %
Expense Total:	441,000.00	441,000.00	0.00	0.00	441,000.00	0.00 %
Fund: 023 - LANDFILL ACCOUNT Surplus (Deficit):	0.00	0.00	23,605.40	216,943.17	216,943.17	0.00 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

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	50,000.00	50,000.00	4,132.00	31,970.00	-18,030.00	63.94 %
380 - TRANSFERS AND NON REVENUE RECEIPTS	40,000.00	40,000.00	0.00	0.00	-40,000.00	0.00 %
Department: 000 - UNDESIGNATED Total:	90,000.00	90,000.00	4,132.00	31,970.00	-58,030.00	35.52 %
Revenue Total:	90,000.00	90,000.00	4,132.00	31,970.00	-58,030.00	35.52 %
Expense						
Department: 112 - COMPUTER ASSESMENTS						
600 - CONTRACTUAL SERVICES	90,000.00	90,000.00	9,461.03	22,514.76	67,485.24	25.02 %
Department: 112 - COMPUTER ASSESMENTS Total:	90,000.00	90,000.00	9,461.03	22,514.76	67,485.24	25.02 %
Expense Total:	90,000.00	90,000.00	9,461.03	22,514.76	67,485.24	25.02 %
Fund: 107 - COMPUTER ASSESSMENTS Surplus (Deficit):	0.00	0.00	-5,329.03	9,455.24	9,455.24	0.00 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 120 - MODERIZATION USE TAX						
Revenue						
Department: 000 - UNDESIGNATED						
230 - INTERGOVERNMENTAL REVENUES	1,000,000.00	1,000,000.00	720,580.41	1,467,472.75	467,472.75	146.75 %
Department: 000 - UNDESIGNATED Total:	1,000,000.00	1,000,000.00	720,580.41	1,467,472.75	467,472.75	146.75 %
Revenue Total:	1,000,000.00	1,000,000.00	720,580.41	1,467,472.75	467,472.75	146.75 %
Expense						
Department: 300 - STREET DEPARTMENT						
900 - CAPITAL OUTLAY	1,000,000.00	1,000,000.00	1,094,039.31	1,122,819.31	-122,819.31	112.28 %
Department: 300 - STREET DEPARTMENT Total:	1,000,000.00	1,000,000.00	1,094,039.31	1,122,819.31	-122,819.31	112.28 %
Expense Total:	1,000,000.00	1,000,000.00	1,094,039.31	1,122,819.31	-122,819.31	112.28 %
Fund: 120 - MODERIZATION USE TAX Surplus (Deficit):	0.00	0.00	-373,458.90	344,653.44	344,653.44	0.00 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 150 - FEDERAL FORFEITED FUNDS						
Revenue						
Department: 000 - UNDESIGNATED						
340 - MISCELLANEOUS	0.00	0.00	0.00	0.16	0.16	0.00 %
Department: 000 - UNDESIGNATED Total:	0.00	0.00	0.00	0.16	0.16	0.00 %
Revenue Total:	0.00	0.00	0.00	0.16	0.16	0.00 %
Fund: 150 - FEDERAL FORFEITED FUNDS Total:	0.00	0.00	0.00	0.16	0.16	0.00 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

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	2,500.00	2,500.00	0.00	486.85	-2,013.15	19.47 %
380 - TRANSFERS AND NON REVENUE RECEIPTS	700,000.00	700,000.00	0.00	0.00	-700,000.00	0.00 %
Department: 000 - UNDESIGNATED Total:	702,500.00	702,500.00	0.00	486.85	-702,013.15	0.07 %
Revenue Total:	702,500.00	702,500.00	0.00	486.85	-702,013.15	0.07 %
Expense						
Department: 600 - CAPITAL PROJECTS						
600 - CONTRACTUAL SERVICES	702,500.00	702,500.00	245.08	725,023.33	-22,523.33	103.21 %
Department: 600 - CAPITAL PROJECTS Total:	702,500.00	702,500.00	245.08	725,023.33	-22,523.33	103.21 %
Expense Total:	702,500.00	702,500.00	245.08	725,023.33	-22,523.33	103.21 %
Fund: 303 - INDUSTRIAL PARK BOND Surplus (Deficit):	0.00	0.00	-245.08	-724,536.48	-724,536.48	0.00 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 309 - AMERICAN RELIEF FUND						
Revenue						
Department: 000 - UNDESIGNATED						
250 - GRANTS	3,153,333.10	3,153,333.10	3,153,333.10	3,153,333.10	0.00	100.00 %
340 - MISCELLANEOUS	0.00	0.00	989.76	4,620.31	4,620.31	0.00 %
Department: 000 - UNDESIGNATED Total:	3,153,333.10	3,153,333.10	3,154,322.86	3,157,953.41	4,620.31	100.15 %
Revenue Total:	3,153,333.10	3,153,333.10	3,154,322.86	3,157,953.41	4,620.31	100.15 %
Expense						
Department: 316 - AMERICAN RECOVERY REINVESTMENT						
600 - CONTRACTUAL SERVICES	3,150,333.10	3,150,333.10	0.00	0.00	3,150,333.10	0.00 %
900 - CAPITAL OUTLAY	3,000.00	3,000.00	0.00	1,984.00	1,016.00	66.13 %
Department: 316 - AMERICAN RECOVERY REINVESTMENT Total:	3,153,333.10	3,153,333.10	0.00	1,984.00	3,151,349.10	0.06 %
Expense Total:	3,153,333.10	3,153,333.10	0.00	1,984.00	3,151,349.10	0.06 %
Fund: 309 - AMERICAN RELIEF FUND Surplus (Deficit):	0.00	0.00	3,154,322.86	3,155,969.41	3,155,969.41	0.00 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 310 - LINKAGE TAP PROJECT						
Revenue						
Department: 000 - UNDESIGNATED						
230 - INTERGOVERNMENTAL REVENUES	30,000.00	30,000.00	0.00	0.00	-30,000.00	0.00 %
Department: 000 - UNDESIGNATED Total:	30,000.00	30,000.00	0.00	0.00	-30,000.00	0.00 %
Revenue Total:	30,000.00	30,000.00	0.00	0.00	-30,000.00	0.00 %
Expense						
Department: 653 - GRANTS, SUBSIDIES, AND ALLOCATIONS						
900 - CAPITAL OUTLAY	30,000.00	30,000.00	0.00	13,760.97	16,239.03	45.87 %
Department: 653 - GRANTS, SUBSIDIES, AND ALLOCATIONS Total:	30,000.00	30,000.00	0.00	13,760.97	16,239.03	45.87 %
Expense Total:	30,000.00	30,000.00	0.00	13,760.97	16,239.03	45.87 %
Fund: 310 - LINKAGE TAP PROJECT Surplus (Deficit):	0.00	0.00	0.00	-13,760.97	-13,760.97	0.00 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

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	1,500.00	1,500.00	65.66	63,673.51	62,173.51	4,244.90 %
380 - TRANSFERS AND NON REVENUE RECEIPTS	1,000,000.00	1,000,000.00	0.00	-2,802.50	-1,002,802.50	0.28 %
Department: 000 - UNDESIGNATED Total:	1,001,500.00	1,001,500.00	65.66	60,871.01	-940,628.99	6.08 %
Revenue Total:	1,001,500.00	1,001,500.00	65.66	60,871.01	-940,628.99	6.08 %
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	996,500.00	996,500.00	0.00	91,823.64	904,676.36	9.21 %
Department: 600 - CAPITAL PROJECTS Total:	1,001,500.00	1,001,500.00	0.00	91,823.64	909,676.36	9.17 %
Expense Total:	1,001,500.00	1,001,500.00	0.00	91,823.64	909,676.36	9.17 %
Fund: 319 - PUBLIC IMPROVEMENT BONDS 2018 Surplus (Deficit):	0.00	0.00	65.66	-30,952.63	-30,952.63	0.00 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

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	1,825,000.00	1,940,000.00	227,417.56	2,214,817.06	274,817.06	114.17 %
380 - TRANSFERS AND NON REVENUE RECEIPTS	1,500,000.00	1,500,000.00	0.00	0.00	-1,500,000.00	0.00 %
Department: 000 - UNDESIGNATED Total:	3,325,000.00	3,440,000.00	227,417.56	2,214,817.06	-1,225,182.94	64.38 %
Revenue Total:	3,325,000.00	3,440,000.00	227,417.56	2,214,817.06	-1,225,182.94	64.38 %
Expense						
Department: 551 - PARK & REC TOURISM						
375 - PARKS BOND 2020	0.00	115,000.00	0.00	144,092.72	-29,092.72	125.30 %
800 - DEBT SERVICE	1,487,955.00	1,487,955.00	0.00	1,066,398.25	421,556.75	71.67 %
900 - CAPITAL OUTLAY	1,637,045.00	1,637,045.00	0.00	0.00	1,637,045.00	0.00 %
950 - TRANSFERS	200,000.00	200,000.00	0.00	50,000.00	150,000.00	25.00 %
Department: 551 - PARK & REC TOURISM Total:	3,325,000.00	3,440,000.00	0.00	1,260,490.97	2,179,509.03	36.64 %
Expense Total:	3,325,000.00	3,440,000.00	0.00	1,260,490.97	2,179,509.03	36.64 %
Fund: 375 - PARK AND REC TOURISM Surplus (Deficit):	0.00	0.00	227,417.56	954,326.09	954,326.09	0.00 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 377 - BUILD GRANT MS 182 / MLK CORRIDOR						
Revenue						
Department: 000 - UNDESIGNATED						
230 - INTERGOVERNMENTAL REVENUES	1,500,000.00	3,081,225.00	0.00	913,115.47	-2,168,109.53	29.63 %
Department: 000 - UNDESIGNATED Total:	1,500,000.00	3,081,225.00	0.00	913,115.47	-2,168,109.53	29.63 %
Revenue Total:	1,500,000.00	3,081,225.00	0.00	913,115.47	-2,168,109.53	29.63 %
Expense						
Department: 318 - MS182/MLK						
500 - SUPPLIES	0.00	0.00	0.00	222.80	-222.80	0.00 %
600 - CONTRACTUAL SERVICES	900,000.00	900,000.00	0.00	154,890.57	745,109.43	17.21 %
900 - CAPITAL OUTLAY	600,000.00	2,181,225.00	0.00	0.00	2,181,225.00	0.00 %
Department: 318 - MS182/MLK Total:	1,500,000.00	3,081,225.00	0.00	155,113.37	2,926,111.63	5.03 %
Expense Total:	1,500,000.00	3,081,225.00	0.00	155,113.37	2,926,111.63	5.03 %
Fund: 377 - BUILD GRANT MS 182 / MLK CORRIDOR Surplus (Deficit):	0.00	0.00	0.00	758,002.10	758,002.10	0.00 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 380 - PARK BONDS 2020						
Revenue						
Department: 000 - UNDESIGNATED						
340 - MISCELLANEOUS	10,000.00	10,000.00	2,337.16	37,627.65	27,627.65	376.28 %
380 - TRANSFERS AND NON REVENUE RECEIPTS	17,990,000.00	14,163,009.63	0.00	0.00	-14,163,009.63	0.00 %
Department: 000 - UNDESIGNATED Total:	18,000,000.00	14,173,009.63	2,337.16	37,627.65	-14,135,381.98	0.27 %
Revenue Total:	18,000,000.00	14,173,009.63	2,337.16	37,627.65	-14,135,381.98	0.27 %
Expense						
Department: 551 - PARK & REC TOURISM						
600 - CONTRACTUAL SERVICES	913,466.00	913,466.00	2,179.90	42,479.98	870,986.02	4.65 %
900 - CAPITAL OUTLAY	17,086,534.00	13,259,543.63	749,424.84	8,279,294.46	4,980,249.17	62.44 %
Department: 551 - PARK & REC TOURISM Total:	18,000,000.00	14,173,009.63	751,604.74	8,321,774.44	5,851,235.19	58.72 %
Expense Total:	18,000,000.00	14,173,009.63	751,604.74	8,321,774.44	5,851,235.19	58.72 %
Fund: 380 - PARK BONDS 2020 Surplus (Deficit):	0.00	0.00	-749,267.58	-8,284,146.79	-8,284,146.79	0.00 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 681 - PAYROLL						
Revenue						
Department: 000 - UNDESIGNATED						
340 - MISCELLANEOUS	0.00	0.00	0.00	810.87	810.87	0.00 %
Department: 000 - UNDESIGNATED Total:	0.00	0.00	0.00	810.87	810.87	0.00 %
Revenue Total:	0.00	0.00	0.00	810.87	810.87	0.00 %
Expense						
Department: 000 - UNDESIGNATED						
100 - LIABILITIES, EQUITIES, OTHER CREDITS	0.00	0.00	0.00	233.99	-233.99	0.00 %
Department: 000 - UNDESIGNATED Total:	0.00	0.00	0.00	233.99	-233.99	0.00 %
Department: 243 - MISSING DESCRIPTION FOR DEPT - 243						
600 - CONTRACTUAL SERVICES	0.00	0.00	0.00	2,139.70	-2,139.70	0.00 %
Department: 243 - MISSING DESCRIPTION FOR DEPT - 243 Total:	0.00	0.00	0.00	2,139.70	-2,139.70	0.00 %
Expense Total:	0.00	0.00	0.00	2,373.69	-2,373.69	0.00 %
Fund: 681 - PAYROLL Surplus (Deficit):	0.00	0.00	0.00	-1,562.82	-1,562.82	0.00 %

Budget Report

For Fiscal: 2021-2022 Period Ending: 07/31/2022

Categor...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Used
Fund: 700 - STARK/HOSPITAL ROAD EXPANSION						
Revenue						
Department: 000 - UNDESIGNATED						
230 - INTERGOVERNMENTAL REVENUES	1,500,000.00	1,500,000.00	0.00	1,500,000.00	0.00	100.00 %
340 - MISCELLANEOUS	0.00	0.00	444.22	1,120.42	1,120.42	0.00 %
Department: 000 - UNDESIGNATED Total:	1,500,000.00	1,500,000.00	444.22	1,501,120.42	1,120.42	100.07 %
Revenue Total:	1,500,000.00	1,500,000.00	444.22	1,501,120.42	1,120.42	100.07 %
Expense						
Department: 300 - STREET DEPARTMENT						
600 - CONTRACTUAL SERVICES	1,500,000.00	1,500,000.00	0.00	0.00	1,500,000.00	0.00 %
Department: 300 - STREET DEPARTMENT Total:	1,500,000.00	1,500,000.00	0.00	0.00	1,500,000.00	0.00 %
Expense Total:	1,500,000.00	1,500,000.00	0.00	0.00	1,500,000.00	0.00 %
Fund: 700 - STARK/HOSPITAL ROAD EXPANSION Surplus (Deficit):	0.00	0.00	444.22	1,501,120.42	1,501,120.42	0.00 %
Report Surplus (Deficit):	0.00	0.00	2,136,268.72	-99,666.65	-99,666.65	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	-91,819.35	2,471,043.41	2,471,043.41
002 - RESTRICTED POLICE FUND	0.00	0.00	345.72	1,387.71	1,387.71
003 - RESTRICTED FIRE FUND	0.00	0.00	-40,954.00	-119,172.33	-119,172.33
015 - AIRPORT FUND	0.00	0.00	-34,096.01	-73,093.85	-73,093.85
016 - RESTRICTED AIRPORT	0.00	0.00	19,805.08	-6,062.93	-6,062.93
022 - ENVIRONMENTAL SERVICES	0.00	0.00	5,432.17	-259,279.00	-259,279.00
023 - LANDFILL ACCOUNT	0.00	0.00	23,605.40	216,943.17	216,943.17
107 - COMPUTER ASSESSMENTS	0.00	0.00	-5,329.03	9,455.24	9,455.24
120 - MODERIZATION USE TAX	0.00	0.00	-373,458.90	344,653.44	344,653.44
150 - FEDERAL FORFEITED FUNDS	0.00	0.00	0.00	0.16	0.16
303 - INDUSTRIAL PARK BOND	0.00	0.00	-245.08	-724,536.48	-724,536.48
309 - AMERICAN RELIEF FUND	0.00	0.00	3,154,322.86	3,155,969.41	3,155,969.41
310 - LINKAGE TAP PROJECT	0.00	0.00	0.00	-13,760.97	-13,760.97
319 - PUBLIC IMPROVEMENT BOND	0.00	0.00	65.66	-30,952.63	-30,952.63
375 - PARK AND REC TOURISM	0.00	0.00	227,417.56	954,326.09	954,326.09
377 - BUILD GRANT MS 182 / MLK C	0.00	0.00	0.00	758,002.10	758,002.10
380 - PARK BONDS 2020	0.00	0.00	-749,267.58	-8,284,146.79	-8,284,146.79
681 - PAYROLL	0.00	0.00	0.00	-1,562.82	-1,562.82
700 - STARK/HOSPITAL ROAD EXPAN	0.00	0.00	444.22	1,501,120.42	1,501,120.42
Report Surplus (Deficit):	0.00	0.00	2,136,268.72	-99,666.65	-99,666.65



Starkville Utilities – Electric Department
Budget Year 2022 (10/2021-9/2022) Report
For the Period Ending July 31, 2022

****PRELIMINARY**

	Total 2022 Budget	Period Activity	Budget Year-to-Date Activity	Variance Favorable (Unfavorable)	Percent Used
Revenues					
Electric Sales	\$ 39,875,000	\$ 4,921,155	\$ 34,364,850	(5,510,150)	86.18%
Other Revenue	1,915,000	161,157	1,363,641	(551,359)	71.21%
Total Revenue	\$ 41,790,000	\$ 5,082,312	\$ 35,728,491	(6,061,509)	85.50%
Expenses					
Purchased Power Expense	\$ 30,800,000	\$ 4,326,039	\$ 27,721,856	3,078,144	90.01%
Payroll Expenses	2,940,203	223,949	2,309,923	630,280	78.56%
Operating Expenses	1,546,000	61,873	1,050,956	495,044	67.98%
Maintenance Expense	1,110,000	75,630	788,649	321,351	71.05%
Capital Expense	3,877,523	132,107	2,738,682	1,138,841	70.63%
Debt Expense	624,813	74,616	624,813	-	100.00%
Tax Equivalency	1,365,000	113,750	1,137,500	227,500	83.33%
Total Expenses	\$ 42,263,539	\$ 5,007,964	\$ 36,372,379	5,891,160	86.06%
Total Revenue Over Expenses	\$ (473,539)	\$ 74,348	\$ (643,888)	\$ (170,349)	135.97%

****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 2022 (10/2021-9/2022) Report
For the Period Ending July 31, 2022

****PRELIMINARY**

	Total 2022 Budget	Period Activity	Budget Year-to-Date Activity	Variance Favorable (Unfavorable)	Percent Used
Revenues					
Water & Sewer Sales Revenues	\$ 8,000,000	\$ 608,864	\$ 6,594,705	(1,405,295)	82.43%
Other Revenues	1,650,349	177,199	1,488,875	(161,474)	90.22%
Total Revenues	\$ 9,650,349	\$ 786,063	\$ 8,083,580	(1,566,769)	83.76%
Expenses					
Payroll Expense	\$ 2,421,903	\$ 148,340	\$ 1,554,727	(867,176)	64.19%
Operating Expense	1,845,000	120,224	1,410,663	(434,337)	76.46%
Maintenance Expense	2,220,000	289,592	1,621,254	(598,746)	73.03%
Capital Expense	2,409,015	34,256	1,194,991	(1,214,024)	49.60%
Debt Expense	1,501,388	52,415	1,345,843	(155,545)	89.64%
Total Expenses	\$ 10,397,306	\$ 644,827	\$ 7,127,478	(3,269,828)	68.55%
Total Revenues Over Expenses	\$ (746,957)	\$ 141,236	\$ 956,102	\$ (4,836,597)	-128.00%

****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.: CCO
AGENDA DATE: 8/16/2022
PAGE: 1 of 8

SUBJECT: Consideration of Budget Adjustments for fiscal year 9-30-22

AMOUNT & SOURCE OF FUNDING: N/A

FISCAL NOTE: N/A

AUTHORIZATION HISTORY: N/A

REQUESTING DEPARTMENT: Admin and Finance **DIRECTOR'S AUTHORIZATION:** Lesa Hardin

These are budget adjustments for the Fiscal Year ended 9/30/22.

FOR MORE INFORMATION CONTACT: Lesa Hardin, City Clerk/CFO
Webb Corban, Director of Finance
or David Wise, Manager of Accounting & Finance

SUGGESTED MOTION:

Approval of Budget Adjustments for fiscal year 9-30-22.

Budget Code Summary

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
2021-2022	2021-2022	001-000-260-080	SALES TAX-2% RESTAURANT	-220,000.00	-35,000.00	-255,000.00
		001-000-260-082	SALES TAX (18.5% OF 7%)	-7,900,000.00	-792,321.71	-8,692,321.71
		001-120-565-272	PAID PARKING EXPENSES	0.00	1,000.00	1,000.00
		001-120-600-300	PROFESSIONAL SERVICES	120,000.00	-1,000.00	119,000.00
		001-123-430-107	IT TECH/SUPPORT	190,247.00	-3,000.00	187,247.00
		001-123-480-133	HOSPITAL INSURANCE	24,300.00	-500.00	23,800.00
		001-123-600-300	WEB SITE SVCS, SOFTWARE	45,000.00	2,000.00	47,000.00
		001-123-604-330	COMMUNICATIONS	35,000.00	3,500.00	38,500.00
		001-123-620-370	INSURANCE	51,000.00	-1,000.00	50,000.00
		001-123-630-400	EQUIPMENT REPAIR & MAINTENA	1,500.00	-1,000.00	500.00
		001-190-604-330	COPIERS/PHONES/IPADS	15,000.00	-3,305.00	11,695.00
		001-190-918-807	OFFICE EQUIPMENT/SOFTWARE	20,000.00	3,305.00	23,305.00
		001-195-951-952	TRANSFER TO STARKVILLE MAIN S	12,000.00	12,500.00	24,500.00
		001-201-450-125	OVERTIME	261,600.00	175,000.00	436,600.00
		001-201-450-127	ON-CALL PAY	6,240.00	9,000.00	15,240.00
		001-201-460-130	RETIREMENT CONTRIBUTIONS	574,800.00	3,500.00	578,300.00
		001-201-470-131	SOCIAL SECURITY CONTRIBUTION	251,700.00	3,500.00	255,200.00
		001-201-491-135	WORKER'S COMPENSATION	83,700.00	9,000.00	92,700.00
		001-201-501-200	OFFICE SUPPLIES	20,000.00	-6,000.00	14,000.00
		001-201-525-231	GAS & OIL	160,000.00	37,500.00	197,500.00
		001-201-535-233	UNIFORMS	70,000.00	12,000.00	82,000.00
		001-201-541-240	PRISONER MEDICAL EXPENSES	12,000.00	5,000.00	17,000.00
		001-201-556-251	POLICE SUPPLIES	40,000.00	10,000.00	50,000.00
		001-245-440-108	PART TIME / TEMPORARY	26,000.00	-1,000.00	25,000.00
		001-245-690-552	DISPATCHER TRAINING	3,500.00	1,000.00	4,500.00
		001-246-450-125	OVERTIME	5,300.00	8,000.00	13,300.00
		001-246-450-127	ON-CALL PAY	0.00	360.00	360.00
		001-246-501-200	OFFICE SUPPLIES	500.00	-250.00	250.00
		001-246-555-250	SMALL TOOLS, ETC	500.00	-500.00	0.00
		001-246-604-330	PHONES, IPADS, POSTAGE	1,000.00	-1,000.00	0.00
		001-246-630-400	VEHICLE MAINTENANCE	1,000.00	-1,000.00	0.00
		001-246-690-553	TRAINING	2,000.00	-2,000.00	0.00
		001-254-420-103	STAFF SALARIES	86,730.00	5,000.00	91,730.00
		001-254-450-125	OVERTIME	15,000.00	5,000.00	20,000.00
		001-254-460-130	RETIREMENT CONTRIBUTIONS	17,200.00	1,800.00	19,000.00
		001-254-470-131	SOCIAL SECURITY CONTRIBUTION	7,500.00	1,000.00	8,500.00
		001-254-480-133	HOSPITAL INSURANCE	10,800.00	-800.00	10,000.00
		001-261-625-380	UTILITIES	55,000.00	14,500.00	69,500.00
		001-261-630-360	VEHICLE REPAIRS & MAINTENANC	60,000.00	33,000.00	93,000.00
		001-261-740-565	FIRE STATION UPGRADES	10,000.00	51,922.00	61,922.00
		001-261-740-568	HOMELAND SECURITY GRANT - TR	50,000.00	2,074.00	52,074.00
		001-261-740-570	STATION 3 RENOVATIONS	70,000.00	16,799.00	86,799.00
		001-290-625-380	UTILITIES / CODE RED	7,500.00	500.00	8,000.00
		001-290-630-400	MAINT CONTRACT & REPAIRS	10,000.00	900.00	10,900.00
		001-301-525-231	GAS & OIL	50,000.00	13,000.00	63,000.00
		001-301-555-250	SUPPLIES & SMALL TOOLS	30,000.00	16,000.00	46,000.00
		001-301-560-270	CONSTRUCTION MATERIALS	90,000.00	22,000.00	112,000.00
		001-301-565-272	STREETS SIGNS & PAINT	40,000.00	6,500.00	46,500.00
		001-301-620-370	INSURANCE	25,000.00	-10,000.00	15,000.00
		001-301-625-380	UTILITIES/STREET LIGHTING	455,000.00	-35,000.00	420,000.00
		001-301-691-510	LANDFILL EXPENSES	15,000.00	-8,000.00	7,000.00
		001-301-820-874	EXCAVATOR / TRUCKS	31,250.00	4,000.00	35,250.00
		001-301-820-876	ASPHALT TRUCK	67,425.00	16,853.00	84,278.00
		001-301-911-198	ROOF/REHAB BUILDING	50,000.00	-25,353.00	24,647.00
		001-550-525-231	GAS & OIL	10,000.00	-6,609.46	3,390.54
		001-550-600-297	MANAGEMENT EXPENSE REIMBU	728,524.50	300,000.00	1,028,524.50
		001-550-600-300	PROFESSIONAL SERVICES	28,458.32	13,950.00	42,408.32
		001-550-600-355	SPECIAL EVENT EXPENSES	25,000.00	-19,852.29	5,147.71

Budget Adjustment Register

Packet: GLPKT16433 - 8.16.22 Budget Adjustments

001-550-690-450	GPS EXPENSES	178.09	1,400.00	1,578.09
001-550-690-555	DUES, FEES & LICENSES	1,908.48	300.00	2,208.48
001-553-380-066	TRANSFER FROM 1% FOR CORNER	0.00	-288,000.00	-288,000.00
001-553-600-296	MANAGEMENT FEE	0.00	288,000.00	288,000.00
001-553-600-297	MANAGEMENT EXPENSE REIMBU	0.00	112,155.92	112,155.92
001-553-600-350	ADVERTISING	0.00	14,181.13	14,181.13
001-553-610-350	TRAVEL	0.00	5,491.41	5,491.41
002-000-330-185	DONATIONS / FUNDRAISERS	0.00	-1,605.00	-1,605.00
002-000-396-990	BEGINNING FUND BALANCE	-10,000.00	14,422.00	4,422.00
002-251-501-210	NATIONAL NIGHT OUT ON CRIME	0.00	1,683.00	1,683.00
002-251-918-805	EQUIPMENT, VEHICLE, CAPITAL PU	14,500.00	-14,500.00	0.00
003-000-254-091	MS FIRE FUND	-140,000.00	-2,725.00	-142,725.00
003-560-820-874	2 PUMPER TRUCKS / 2018 F150	102,930.00	2,725.00	105,655.00
015-000-373-647	100LL AV GAS SOLD	-497,500.00	-274,500.00	-772,000.00
015-505-525-231	GAS & OIL	4,500.00	6,000.00	10,500.00
015-505-525-232	100LL AV GAS PURCHASED	200,000.00	67,500.00	267,500.00
015-505-525-233	JET A FUEL PURCHASES	250,000.00	200,000.00	450,000.00
015-505-525-235	AIRCRAFT OIL PURCHASES	1,000.00	1,000.00	2,000.00
022-000-359-627	SANITATION FEES	-2,906,600.00	-81,400.00	-2,988,000.00
022-322-501-198	BUILDING REPAIRS	2,000.00	1,400.00	3,400.00
022-322-525-231	GAS & OIL	200,000.00	40,000.00	240,000.00
022-322-630-360	VEHICLE REPAIRS & MAINT - RESID	70,000.00	40,000.00	110,000.00
120-000-230-030	USE TAX RECEIVED	-1,000,000.00	-467,472.75	-1,467,472.75
120-300-903-850	CAPITAL EXPENSES	1,000,000.00	-885,161.45	114,838.55
120-300-912-852	LOUISVILLE STREET TRAFFIC SIGN	0.00	29,000.00	29,000.00
120-300-912-861	2022 STREET IMPROVEMENT PRO	0.00	1,323,634.20	1,323,634.20
303-000-396-990	BEGINNING FUND BALANCE	-700,000.00	-310,000.00	-1,010,000.00
303-600-600-330	IND PARK CONSTRUCTION	350,000.00	50,000.00	400,000.00
303-600-990-990	ENDING FUND	0.00	260,000.00	260,000.00
319-000-396-990	BEGINNING FUND BALANCE	-1,000,000.00	560,000.00	-440,000.00
319-600-912-800	STREET OVERLAYS	800,000.00	-560,000.00	240,000.00
375-000-260-084	TOURISM TAX - 1%	-1,115,000.00	-177,500.00	-1,292,500.00
375-551-600-955	EXISTING PARKS - PROFESSIONAL	0.00	39,500.00	39,500.00
375-551-907-110	TRANSFER TO 001 MAINTENANCE	200,000.00	-150,000.00	50,000.00
375-551-907-112	TRANSFER TO GENERAL FUND FO	0.00	288,000.00	288,000.00
380-551-600-945	CORNERSTONE PROFESSIONAL SE	100,000.00	-14,000.00	86,000.00
380-551-600-946	PROJECT ENGINEER TRANSFER TO	75,000.00	-75,000.00	0.00
380-551-600-947	CORNERSTONE MANAGEMENT SE	400,000.00	-400,000.00	0.00
380-551-600-955	EXISTING PARKS - PROFESSIONAL	337,466.00	-321,000.00	16,466.00
380-551-990-990	ENDING FUND	-2,665,128.75	810,000.00	-1,855,128.75
2021-2022 Total:		-9,965,471.36	0.00	-9,965,471.36
Grand Total:		-9,965,471.36	0.00	-9,965,471.36

Fund Summary

Fund	Before	Adjustment	After
Budget Code:2021-2022 - 2021-2022 Fiscal: 2021-2022			
001	-4,038,638.61	0.00	-4,038,638.61
002	4,500.00	0.00	4,500.00
003	-37,070.00	0.00	-37,070.00
015	-42,000.00	0.00	-42,000.00
022	-2,634,600.00	0.00	-2,634,600.00
120	0.00	0.00	0.00
303	-350,000.00	0.00	-350,000.00
319	-200,000.00	0.00	-200,000.00
375	-915,000.00	0.00	-915,000.00
380	-1,752,662.75	0.00	-1,752,662.75
Budget Code 2021-2022 Total:	-9,965,471.36	0.00	-9,965,471.36
Grand Total:	-9,965,471.36	0.00	-9,965,471.36



Starkville Utilities – Electric Division
Budget Year 2022 (10/2021-9/2022) Amendment

	Current Budget	Amendments	Amended Budget
<u>Revenues</u>			
100 Electric Sales	39,875,000	1,500,000	41,375,000
110 Forfeited Customer Discounts	250,000		250,000
111 Misc. Service Revenue	250,000		250,000
112 Interest Income	15,000		15,000
120 Rent from Electric Property	315,000		315,000
130 Water Sewer Reimbursement	1,000,000		1,000,000
131 Sanitation Reimbursement	75,000		75,000
132 City Reimbursement for Lights	10,000		10,000
Other Revenue	1,915,000	-	1,915,000
Total Revenue	41,790,000	1,500,000	43,290,000

Expenses

150 Purchased Power Expense	30,800,000	1,500,000	32,300,000
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Payroll Expenses

200 Employee Salaries	2,035,300		2,035,300
201 Employee Overtime	120,000		120,000
202 Employer Contributions - State Retirement	375,023	-	375,023
203 Employer Contributions - Social Security	164,880	-	164,880
204 Employer Contributions - Group Insurance	185,000		185,000
205 Payroll Expense from Other Departments	60,000		60,000
Total Payroll Expenses	2,940,203	-	2,940,203

Operating Expenses

300 City Administrative Cost Reimbursement	135,000		135,000
302 Billing Services	325,000		325,000
303 Contract Services	455,000	27,000	482,000
305 Insurance	240,000		240,000
306 Communications	90,000		90,000
307 Office Supplies	70,000	15,000	85,000
308 Safety Supplies	25,000		25,000
309 Uniforms	30,000		30,000
310 Utilities	15,000		15,000
311 Travel & Training	45,000		45,000
312 Dues	50,000		50,000
313 Audit	24,000	(24,000)	-
314 Collection & Bank Fees	15,000		15,000
315 Postage	8,000		8,000
316 Advertising	6,000		6,000
317 Rent	3,000	(3,000)	-
318 Miscellaneous	10,000		10,000
Total Operating Expenses	1,546,000	15,000	1,561,000



Starkville Utilities – Electric Division
Budget Year 2022 (10/2021-9/2022) Amendment

	Current Budget	Amendments	Amended Budget
<u>Maintenance Expense</u>			
400 Expensed Materials & Supplies	275,000		275,000
401 ROW Clearing	370,000		370,000
403 Gas & Fuel Expense	150,000		150,000
404 Equipment Repairs & Maintenance	160,000		160,000
405 Substation Repairs & Supplies	40,000		40,000
406 Building Repairs & Maintenance	65,000	20,000	85,000
407 General Maintenance	50,000		50,000
Total Maintenance Expenses	1,110,000	20,000	1,130,000
<u>Capital Expense</u>			
500 Capitalized Materials & Supplies	1,000,000	(200,000)	800,000
501 Asset Purchases - Building & Grounds	1,000,000	(200,000)	800,000
502 Asset Purchases - Equipment & Vehicles	198,000		198,000
503 Capital Projects & Construction	1,679,523	(204,523)	1,475,000
Total Capital Expenses	3,877,523	(604,523)	3,273,000
<u>Debt Expenses</u>			
600 Interest Expense on LTD	154,813		154,813
601 Principal Paid on LTD	470,000		470,000
Total Debt Expenses	624,813	-	624,813
700 Tax Equivalency	1,365,000		1,365,000
Total Expenses	42,263,539	930,477	43,194,016
Total Revenue Over Expenses	(473,539)	569,523	95,984
<u>503 Capital Projects (Net of Long-Term Debt Funding) - #503 Detail</u>			
Capital Projects - Substation	1,504,523	(104,523)	1,400,000
Capital Projects - Distribution	125,000	(100,000)	25,000
Capital Projects - Street Lighting	50,000		50,000
Total	1,679,523	(204,523)	1,475,000



Starkville Utilities – Water & Sewer Division
Budget Year 2022 (10/2021-9/2022) Amendment

		Current Budget	Amendments	Amended Budget
<u>Revenues</u>				
100	Water Sales Revenue	\$ 4,500,000		\$ 4,500,000
101	Sewer Sales Revenue	3,500,000		3,500,000
	Total Sales Revenue	\$ 8,000,000	\$ -	\$ 8,000,000
110	Forfeited Customer Discounts	100,000		100,000
111	Misc. Service Revenue	50,000		50,000
112	Interest Income	10,000	(5,000)	5,000
113	Tap Fees	150,000		150,000
114	Tower Lease	368,166		368,166
116	Wastewater Revenue	40,000		40,000
117	Federal & State Grant Revenue	932,183		932,183
	Total Other Revenue	\$ 1,650,349	\$ (5,000)	\$ 1,645,349
	Total Revenue	\$ 9,650,349	\$ (5,000)	\$ 9,645,349
<u>Expenses</u>				
<u>Payroll Expenses</u>				
200	Employee Wages	\$ 1,185,000		\$ 1,185,000
201	Employee Overtime	120,000		120,000
202	Employer Contribution - Retirement	227,070	-	227,070
203	Employer Contribution - Social Security	99,833	-	99,833
204	Employer Contribution - Insurance	140,000		140,000
205	Payroll Expense from Other Departments	650,000		650,000
	Total Payroll Expenses	\$ 2,421,903	\$ -	\$ 2,421,903
<u>Operating Expenses</u>				
300	City Administrative Costs	\$ 75,000		\$ 75,000
301	Rental Allocation to Electric Dept	160,000		160,000
302	Billing Services	150,000		150,000
303	Contract Services	250,000	5,000	255,000
304	Water Quality Analysis	50,000	(10,000)	40,000
305	Insurance	70,000		70,000
306	Communications	50,000		50,000
307	Office Supplies	35,000		35,000
309	Uniforms	20,000		20,000
310	Utilities	950,000		950,000
311	Travel & Training	10,000		10,000
312	Dues	5,000		5,000
316	Advertising	5,000		5,000
317	Rent	5,000	(5,000)	-
318	Miscellaneous	10,000		10,000
	Total Operating Expenses	\$ 1,845,000	\$ (10,000)	\$ 1,835,000



Starkville Utilities – Water & Sewer Division
Budget Year 2022 (10/2021-9/2022) Amendment

		Current Budget	Amendments	Amended Budget
	<u>Maintenance Expense</u>			
400	Expensed Materials & Supplies	\$ 800,000		\$ 800,000
401	Chemicals	120,000	40,000	160,000
403	Gas & Fuel Expense	80,000		80,000
404	Equipment Repairs & Maintenance	400,000	150,000	550,000
405	Infrastructure Repairs & Maintenance	500,000		500,000
406	Building Repairs & Maintenance	200,000		200,000
408	Tank & Well Maintenance	80,000		80,000
410	Remote Pump Station Maintenance	40,000		40,000
	Total Maintenance Expenses	\$ 2,220,000	\$ 190,000	\$ 2,410,000
	<u>Capital Expense</u>			
501	Asset Purchases - Building & Grounds	\$ 25,000		\$ 25,000
502	Asset Purchases - Equipment & Vehicles	150,000		150,000
503	Capital Projects & Construction	2,234,015	325,000	2,559,015
	Total Capital Expenses	\$ 2,409,015	\$ 325,000	\$ 2,734,015
	<u>Debt Expenses</u>			
600	Interest Expense on Long-term Debt	\$ 420,637		\$ 420,637
601	Principal Paid on Long-term Debt	1,080,751		1,080,751
	Total Debt Expenses	\$ 1,501,388	\$ -	\$ 1,501,388
	Total Expenses	\$ 10,397,306	\$ 505,000	\$ 10,902,306
	Total Revenues Over Expenses	\$ (746,957)	\$ (510,000)	\$ (1,256,957)

	<u>Capital Expense (Net of Long-Term Debt Funding) - #503 Detail</u>			
503C	Green Oaks Phase 1 & 2 Sewer Rehab	\$ 1,100,000	(400,000)	700,000
503D	Trim Cane Lift Station Rehab	26,000		26,000
503E	Babylon Road Sewer Rehab	650,000		650,000
503F	Green Oaks South/Rolling Hills Sewer Rehab	375,000	625,000	1,000,000
503I	Main Street Water Line Replacement	100,000	100,000	200,000
503R	Major Construction and Rehab Work	550,000		550,000
	Total	\$ 2,801,000	\$ 325,000	\$ 3,126,000
	Less: Debt Funding Capital Projects	(566,985)		(566,985)
	Capital Expense Net of Long-Term Debt	\$ 2,234,015	\$ 325,000	\$ 2,559,015



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

AGENDA ITEM DEPT.: Finance and Administration
AGENDA DATE: 8/16/22
PAGE: 1 of 1

SUBJECT: Request authorization for the City Clerk's Office to advertise for source of supply for the Street and Sanitation (General City) for the period of October 1, 2022 – September 30, 2023.

AMOUNT & SOURCE OF FUNDING:

FISCAL NOTE:

AUTHORIZATION HISTORY: Annual Source of Supply per Mississippi code 31-7-13 (n)

**REQUESTING
DEPARTMENT:** Department of Finance

**DIRECTOR'S
AUTHORIZATION:** Lesa Hardin, City Clerk/CFO

FOR MORE INFORMATION CONTACT: Lesa Hardin, City Clerk/CFO, 662-323-2525 ext. 3117
Or Joanna McLaurin, Grants Coordinator, 662-323-2525 ext. 3106

SUGGESTED MOTION:

Move approval for the City Clerk's Office to advertise for source of supply bids for Street and Sanitation Departments for the period of October 1, 2022- September 30, 2023.

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

AGENDA ITEM DEPT: Human Resources

AGENDA DATED: August 02, 2022

Page: 1

SUBJECT:

Request authorization for the City of Starkville's Police and Fire Department to participate in the Premium Pay program.

AMOUNT & SOURCE OF FUNDING:

The Mississippi Legislature has given the Mississippi Department of Public Safety the responsibility of providing funds to law enforcement officers and firefighters as premium pay for their heightened risk during the ongoing federal COVID-19 public health emergency, as well as reimbursing counties and municipalities that have already paid premium pay to their law enforcement officers and firefighters. These payments may begin on July 1, 2022 and will be in the amount of \$1,000.00 for each eligible individual.

FISCAL NOTE:

N/A

AUTHORIZATION HISTORY:

Governing Authority Approval – The governing authority by which eligible recipients are employed must approve the acceptance of premium payments from DPS and authorize those payments to be made to eligible recipients under their jurisdiction. Proof of such approval shall be in the form of a certified copy of board minutes in which the governing authority adopts the DPS approved resolution. The resolution can be found at the below links:

REQUESTING DEPARTMENT:

Mayor's Office

DIRECTOR'S AUTHORIZATION:

Lynn Spruill, Mayor

FOR MORE INFORMATION CONTACT:

Lynn Spruill, Mayor
Nav Ashford, COO/Human Resources Director

SUGGESTED MOTION:

Move approval for the City of Starkville's Police and Fire Department to participate in the Premium Pay program.

Premium Pay Program

Mississippi Law Enforcement and Fire Fighters Premium Pay Program Summary

MSDPS Office of Grants Administration

Program Summary

The Mississippi Legislature has given the Mississippi Department of Public Safety the responsibility of providing funds to law enforcement officers and firefighters as premium pay for their heightened risk during the ongoing federal COVID-19 public health emergency, as well as reimbursing counties and municipalities that have already paid premium pay to their law enforcement officers and firefighters. These payments may begin on July 1, 2022 and will be in the amount of \$1,000.00 for each eligible individual.

Eligibility Requirements

Eligible individuals must be certified, full-time and part-time law enforcement officers or certified, full-time and part-time firefighters who are currently serving in the State of Mississippi as of July 1, 2022. Those individuals who have already received hazard pay from the Governor's discretionary funds authorized by the Legislature from the federal Coronavirus Aid, Relief and Economic Security Act are not eligible. The Commissioner of Insurance has been authorized to certify that all requesting firefighters are in full compliance with their set standards and then provide these names to the Department of Public Safety. If a person is an eligible individual in more than one position covered under this paragraph, that person will only be eligible for one payment of premium pay. Eligible law enforcement officers and firefighters must complete the required COVID-19 training which can be found here: [Premium Pay Training.pptx](#). Upon conclusion of the training first responders will confirm their completion by signing the required affidavit found under the payment/reimbursement guidelines.

Payment/Reimbursement Guidelines

If your department qualifies for first responder premium payments or reimbursements, please begin the process as soon as possible. DPS requires several actions be taken before the payment or reimbursement can be finalized:

1. **Registration** - If the agency does not already have a supplier number, they must register for said number through the Department of Finance and Administration. This can be done at the following link.
[Supplier Self-Registration](#)
2. **Governing Authority Approval** – The governing authority by which eligible recipients are employed must approve the acceptance of premium payments from DPS and authorize those payments to be made to eligible recipients under their jurisdiction. Proof of such approval shall be in the form of a certified copy of board minutes in which the governing authority adopts the DPS approved resolution. The resolution can be found at the below

links:

[Non-Sheriff - Governing Body Resolution](#)

[Sheriff - Governing Body Resolution](#)

3. **Eligible Recipients List and Affidavits** – Each department must provide DPS with a dated list of all eligible recipients in their department. Eligible recipients must provide a copy of their certificate of completion after finishing the required COVID-19 training course. Also, each department must provide a signed affidavit from the department and each eligible recipient certifying their acceptance of the terms and conditions for receiving a premium payment. Affidavits can be found at the below links:

[Premium Pay Entity Affidavit.pdf](#)

[Premium Pay Individual Affidavit.pdf](#)

4. **Reimbursements** - If your department is requesting reimbursement for past premium payments, DPS will require proof of the previous premium payments as well as a signed and notarized premium payment resolution and affidavits as described in numbers two and three above. NOTE: If your department previously used federal funds to pay officers and firefighters premium payments, then you may be ineligible to receive reimbursement through this program. Please contact the DPS Grants Administration Division for more information.
5. **Payments** – After DPS receives and reviews all of the required documentation (see numbers two, three and four above for the required documents), DPS will issue a payment to the department for the sum of all the eligible participants that were submitted. It will be the responsibility of the department to issue the payments to each of the eligible recipients within their departments. DPS will require proof of all payments once the departments have issued out these funds.
6. **Records** - All records pertaining to the officer premium pay must be kept by your department for a minimum of four years and will be subject to audit from the Mississippi Office of the State Auditor and/or federal auditors.
7. **Ineligible use and repayment of funds** - If the Office of Inspector General of the United States Department of the Treasury, or the Office of Inspector General of any other federal agency having oversight over the use of monies from the Coronavirus State Fiscal Recovery Fund established by ARPA (a) determines that the department or recipient has expended or otherwise used any of the funds appropriated to the department under this act for any purpose that is not in compliance with the guidelines, guidance, rules, regulations and/or other criteria, as may be amended from time to time, of the United States Department of the Treasury regarding the use of monies from the Coronavirus State Fiscal Recovery Fund established by ARPA, and (b) the State of Mississippi is required to repay the federal government for any of those funds that the Office of the Inspector General determined were expended or otherwise used improperly by the department or recipient, then the department or recipient that expended or otherwise used those funds improperly shall be required to pay the amount of those funds to the State of Mississippi for repayment to the federal government.

Documentation may be sent by email to PremiumPay@dps.ms.gov or by hand mail to P.O. Box 958 Jackson, MS 39205-0958.

Any questions or concerns can be addressed by email at PremiumPay@dps.ms.gov or by phone at 601-987-1368.

Once these requirements have been met, DPS will work efficiently to provide payments to all qualifying sworn officers and fire fighters and reimbursements to all qualifying agencies in a timely manner. If there are any questions, please feel free to contact the MS Department of Public Safety's Grants Administration Office.

Craig Greer

PremiumPay@dps.ms.gov

Grants Administration

601-987-1368

PREMIUM PAY RESOLUTION

STATE OF MISSISSIPPI

COUNTY OF _____

On the _____ day of _____, _____, at a meeting of the
[INSERT NAME OF GOVERNING BODY _____], held in [PLACE OR
LOCATION OF MEETING _____], in _____ County, with a quorum of
directors/members present, the following matters were taken into consideration:

- I. ☐ **WHEREAS**, this governing body acknowledges and understands that the Mississippi Legislature passed Mississippi House Bill 1427 and Mississippi House Bill 1542, creating the “Mississippi Law Enforcement and Firefighters Premium Pay Program,” in its 2022 Regular Legislative Session, and that these bills were subsequently signed into law by Governor Tate Reeves.
- II. ☐ **WHEREAS**, the purpose of the Program is to provide premium payments to all eligible law enforcement officers and firefighters who are serving the State of Mississippi, for their efforts during the Covid-19 pandemic.
- III. ☐ **WHEREAS**, these establishing laws shall take effect on July 1, 2022, and the Program shall be administered by the Mississippi Department of Public Safety.
- IV. ☐ **WHEREAS**, this governing body acknowledges and understands that the Mississippi Department of Public Safety seeks to work with law enforcement agencies, fire departments, and other law enforcement entities to efficiently administer the hazard premium payments in accordance with the guidelines set forth in 2022 Mississippi House Bill 1427, 2022 Mississippi House Bill 1542, and all related Mississippi and federal law.

NOW, THEREFORE BE IT

- I. ☐ **RESOLVED** that the [INSERT NAME OF GOVERNING BODY] fully supports the efforts of the Mississippi Department of Public Safety to administer these premium payments, as provided in 2022 Mississippi House Bill 1427 and 2022 Mississippi House Bill 1542, while also adhering to the guidelines provided in all corresponding legislation; and be it further
- II. ☐ **RESOLVED** that the [INSERT NAME OF GOVERNING BODY] will accept payments administered by the Mississippi Department of Public Safety under the “Mississippi Law Enforcement and Firefighters Premium Pay Program,” for purposes of distribution to the law enforcement officers and firefighters employed by this governing body; and be it further
- III. ☐ **RESOLVED** that the [INSERT NAME OF GOVERNING BODY] understands and acknowledges the conditions of receiving and expending the funds appropriated under 2022 Mississippi House Bill 1542; and be it further
- IV. ☐ **RESOLVED** that the [INSERT NAME OF GOVERNING BODY] hereby certifies that any funds received by the Mississippi Department of Public Safety for hazard premium payments shall be expended in compliance with the guidelines, guidance, rules, regulations and/or other criteria, as may be amended from time to time, of the United States Department of the Treasury regarding the use of monies from the Coronavirus State Fiscal Recovery Fund established by the American Rescue Plan Act.
- V. ☐ **RESOLVED** that the [INSERT NAME OF GOVERNING BODY] authorizes such payments to be made directly from the Mississippi Department of Public Safety, on behalf of the State of Mississippi, to the law enforcement agencies,

fire departments and other law enforcement entities employed or otherwise controlled
by this governing body, for the purposes set forth by this resolution.

The above resolution was passed by a majority of those members present and voting in accordance
with applicable laws, bylaws, policies, and procedures of this governing body.

This the ____ day of _____, 20__.

[PRINTED NAME OF MEMBER]
[TITLE OF MEMBER]

ACKNOWLEDGMENT

STATE OF MISSISSIPPI
COUNTY OF _____

Notary Public

SEAL

My Commission Expires: _____

Entity Affidavit for Mississippi Law Enforcement and Fire Fighters Premium Pay Program

State of _____

County of _____

I, _____, of _____ [Name of Entity]
do hereby swear under oath that:

1. ☐ Premium payments will be or have previously been dispersed to all qualifying certified, full-time or part-time law enforcement officers and/or certified full-time or part-time fire fighters serving in the State of Mississippi as of July 1, 2022.
2. ☐ The above entity has fully provided the Mississippi Department of Public Safety with all required documentation confirming that the aforementioned payments will take place or have already taken place.
3. ☐ The above entity has not received any other form of federal monies that could be used for payment for duties performed during the COVID-19 public health emergency.
4. ☐ All individuals employed by the above entity have completed the required COVID-19 training in order to receive the premium pay.
5. ☐ The above entity has read the program summary in full and agrees to all the terms listed including, but not limited to the guideline referring to the repayment of misspent funds.

Date _____

Official Signature _____

This date personally appeared before me, the undersigned authority, in and for _____
County, State of Mississippi, the above named employee, who, being first duly sworn, state on
their oath that the above facts are true and correct.

Given under my hand and official seal, this the _____ day of _____ 2022.

Notary Public



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

AGENDA ITEM DEPT: Human Resources
AGENDA DATE: AUGUST 16, 2022
Page: 1

SUBJECT:

Request authorization to hire Shenika Eppenger and Bridgett Young as Deputy Court Clerks in the Municipal Court Department.

AMOUNT & SOURCE OF FUNDING:

Shenika Eppenger - Annual Salary of \$34,320 (\$16.50 per hour) based on 2080 hours.
Bridgett Young - Annual Salary of \$34,320 (\$16.50 per hour) based on 2080 hours.

FISCAL NOTE:

Budgeted from line item #001-110-420-105

AUTHORIZATION HISTORY:

These are replacement positions previously held by Vanyeta Holmes and Melissa Miller who resigned.

REQUESTING DEPARTMENT:

Municipal Court Department

DIRECTOR'S AUTHORIZATION:

Monica Lairy, Municipal Court Clerk

FOR MORE INFORMATION CONTACT:

Monica Lairy, Municipal Court Clerk;
Nav Ashford, COO/Human Resources Director

SUGGESTED MOTION

Move approval to hire Shenika Eppenger and Bridgett Young as Deputy Court Clerks in the Municipal Court Department.

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

AGENDA ITEM DEPT: Human Resources
AGENDA DATE: August 16, 2022
Page: 1

SUBJECT:

Request authorization to hire Frances Ewing as a part-time Radio Operator (Dispatcher) in the Starkville Police Department.

AMOUNT & SOURCE OF FUNDING:

Frances Ewing - This position will be paid for actual hours worked at \$14.00 per hour. This position will not be eligible for benefits.

Frances, is a retiree and we will be responsible for the employer PERS

FISCAL NOTE:

Budgeted from line item # 001-245-440-103.

AUTHORIZATION HISTORY:

This is replacement position previously held by Birdie Ryan who resigned.

REQUESTING DEPARTMENT:

Starkville Police Department

DIRECTOR'S AUTHORIZATION:

Mark Ballard, Police Chief

FOR MORE INFORMATION CONTACT:

Mark Ballard, Police Chief
Nav Ashford, COO/Human Resources Director

SUGGESTED MOTION:

Move approval to hire Frances Ewing as a part-time Radio Operator (Dispatcher) in the Starkville Police Department.



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

AGENDA ITEM DEPT: Human Resources
AGENDA DATE: August 16, 2022
Page: 1

SUBJECT:

Request authorization to hire Brandon Taylor as a Customer Service Representative in the Starkville Utilities Department.

AMOUNT & SOURCE OF FUNDING:

This position will not exceed twenty (20) hours per week at \$11.00 per hour. This position will not be eligible for benefits.

FISCAL NOTE:

Funds are included in the fiscal year 2021/22 budget.
44% of pay – Acct: 903.00 Electric Expense.
46% of pay – Acct: 146.10 Due from the Water Dept.
10% of pay – Acct: 146.20 Due from the Sanitation Dept.

AUTHORIZATION HISTORY:

Brandon was previously a full-time employee who has decided to return back to school.

REQUESTING DEPARTMENT:

Starkville Utilities Department

DIRECTOR'S AUTHORIZATION:

Edward Kemp, General Manager

FOR MORE INFORMATION CONTACT:

Edward Kemp, General Manager
Nav Ashford, COO/Human Resources Director

SUGGESTED MOTION:

Move approval to hire Brandon Taylor as a Customer Service Representative in the Starkville Utilities Department.



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

AGENDA ITEM DEPT: Human Resources
AGENDA DATE: August 16, 2022
Page: 1

SUBJECT:

Request authorization to hire Michelle Polk to work in a dual role position with the Airport as the Administrative Assistant, and as a Receptionist working the front desk, working an average of twenty (20) hours per position.

AMOUNT & SOURCE OF FUNDING:

Pay will remain the same at \$37,003.20 (\$17.79 per hour) based on 2080 hours.

FISCAL NOTE:

50% Budgeted from line item # 001-180-430-107
50% Budgeted from line item # 015-505-430-109

AUTHORIZATION HISTORY:

On November 02, 2021, the Board approved the restructure of the Human Resources Department. Within this restructure, the Human Resources Department requested to eliminate the Administrative Assistant position (held by Michelle Polk) and reclassify the position to become the Payroll Clerk. This was previously housed in the City Clerk's Office.

REQUESTING DEPARTMENT:

Human Resources

DIRECTOR'S AUTHORIZATION:

Nav Ashford, COO/Human Resources Director

FOR MORE INFORMATION CONTACT:

Nav Ashford, COO/Human Resources Director

SUGGESTED MOTION:

Move approval to hire Michelle Polk to work in a dual role position with the Airport as the Administrative Assistant, and as a Receptionist working the front desk, working an average of 20 hours per position.



**CITY OF STARKVILLE
RECOMMENDATION FOR BOARD ACTION**

AGENDA ITEM DEPT: Parks and Recreation
AGENDA DATE: 16 August 2022
PAGE: 1 of 5

SUBJECT: Consideration to purchase a 10,000 lb capacity trailer from True Grit Trailers, at a cost of \$5,299.00, the lower of two quotes received in place of the trailer authorized April 5, 2022.

AMOUNT & SOURCE OF FUNDING:

380-551-918-805

FISCAL NOTE:

Oktibbeha County Coop - \$5,599.00
True Grit Trailers - \$5,299.00

AUTHORIZATION HISTORY:

This item is a part of the Bond Project at Cornerstone.

**REQUESTING
DEPARTMENT:** Parks and Recreation

**DIRECTOR'S
AUTHORIZATION:** Brandon Doherty
662.323.2294
405 Lynn Lane
bdoherty@sportsfacilities.com

FOR MORE INFORMATION CONTACT:

Brandon Doherty, 662.323.2294, bdoherty@sportsfacilities.com

SUGGESTED MOTION: Authorization to purchase.



Estimate

TRAILER ORDER

CUSTOMER		Starkville Parks & Rec	
PHONE			
DEPOSIT		CONTACT	
BILL TO		ORDER DATE 2/16/22	
PO #		LEAD TIME	
RECEIVED BY		ESTIMATE	

DESCRIPTION OF TRAILER

DESCRIPTION	QTY
Tu-10 18+2 Heavy Cate	
1- Brake Axle 10,000 Capacity	
	\$5299.00
Tax unless tax I.D.	
Is provided	

TECH SIGNATURE

X _____

AUTHORIZE SIGNATURE

X

Quote

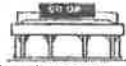
Page:

1

Quote expires
April 19, 2022 12:00 am

OKTIBBEHA COUNTY COOP
P.O. BOX 805
201 POLLARD ROAD
STARKVILLE, MS 39760

OKTIBBEHA COUNTY CO-OP
P.O. BOX 805 - 201 POLLARD RD
STARKVILLE, MS 39760
TEL: 662-323-2294



"YOUR FARM STORE PLUS MORE"

Ticket #: 501705
Ticket date: 2/18/22
Time: 11:48 am
8

108

Sold to: CSP SFM LLC
405 LYNN LANE
STARKVILLE, MS 39759
662-323-2294
BRANDON DOHERTY

Ship to:

Customer #: 14671
Sales Rep: BH

Ship date:
Location: 1

Ship-via code:
Terms: DUE on the 15th

Item #	Quantity	Selling unit	Description	Price	Ext. prc
PWREQ	1	EACH	TRUE GRIT 7X20 TRAILER 2-3.5K AXLES W/ RAMPS	4,800.00	4,800.00
PWREQ	1	EACH	TRUE GRIT 7X20 TRAILER 2-5.2K AXLES WITH RAMPS	5,599.00	5,599.00

*Offered
\$5 Based on
Ramp
(option 1)*

User: BH

Total line items: 2

Sale subtotal: 10,399.00

Tax: 0.00

Total: 10,399.00





**CITY OF STARKVILLE
RECOMMENDATION FOR BOARD ACTION**

AGENDA ITEM DEPT: Parks and Recreation
AGENDA DATE: 5 April 2022
PAGE: 1 of 14

SUBJECT: Discussion and Consideration to accept the best and lowest quotes for the Cornerstone equipment which includes a Trailer, Countertop Oven, Countertop Fryer, Air Compressor, Shelving, and Ice Cream Freezer not to exceed \$35,000.00.

AMOUNT & SOURCE OF FUNDING:

380-551-918-805

FISCAL NOTE:

Oktibbeha County Coop

- 7 x 20 ft Trailer - \$4,800.00

Total: \$4,800.00

*sh/b larger capacity -
wrong trailer listed -*

Culinary Depot

- (3) Countertop Oven - \$6,974.00 per

Total: \$20,922.00

Globe Equipment

- (2) Countertop Fryer 32 lbs. - \$1,047.00 per

Total: \$2,094.00

Lowe's

- Air Compressor - \$1,999.00

Total: \$1,999.00

Uline

- (10) Industrial Steel Shelving - \$290.00 per

Total: \$2,900.00

WebstaurantStore

- (2) Ice Cream Freezer - \$769.00 per
- (2) Lock and Key - \$24.99 per

Total: \$1,587.98

AUTHORIZATION HISTORY:

These items are part of the Bond Project at Cornerstone.

REQUESTING

DEPARTMENT: Parks and Recreation

DIRECTOR'S

AUTHORIZATION:

Brandon Doherty

662.323.2294

405 Lynn Lane

bdoherly@sportsfacilities.com

FOR MORE INFORMATION CONTACT:

Brandon Doherty, 662.323.2294, bdoherly@sportsfacilities.com

SUGGESTED MOTION: Authorization to purchase.



**CITY OF STARKVILLE
RECOMMENDATION FOR BOARD ACTION**

AGENDA ITEM NO:
AGENDA DATE: 8-16-22
PAGE: 1 of 31

SUBJECT: Grant Award for FY23 402 Police Traffic Services Grant. Request permission to accept the grant award for the continuation project of Police Traffic Services (Seatbelt, Speeding, and Child Restraint) enforcement. The grant is 100% reimbursable funding for approximately 680 hours in overtime enforcement.

AMOUNT & SOURCE OF FUNDING: \$14,400.00 FY23 402 PTS Grant Award - Mississippi Office of Highway Safety

FISCAL NOTE:

**REQUESTING
DEPARTMENT:** Starkville Police

**DIRECTOR'S
AUTHORIZATION:** Mark Ballard
CHIEF OF POLICE

FOR MORE INFORMATION CONTACT: Cpl. Christopher Jackson

PRIOR BOARD ACTION: Continuation Grant

BOARD AND COMMISSION ACTION: N/A

PURCHASING: N/A

DEADLINE:

AUTHORIZATION HISTORY: Move approval for the City of Starkville to accept the FY23 Police Traffic Services Grant award. 100% reimbursable grant funding in the area of traffic enforcement overtime.

STAFF RECOMMENDATION:



July 19, 2022

Lynn Spruill, Mayor
City of Starkville
Starkville Police Department
110 West Main Street
Starkville, MS 39759

Project Number: 154AL-2023-ST-23-11
Funding Source and Title: 154 Alcohol

Dear Mayor Spruill:

Enclosed please find the Mississippi Office of Highway Safety (MOHS) and Starkville Police Department Grant Agreement for the Fiscal Year 2023. Your agency has been approved for 154 Alcohol funding, in the amount of **\$116,136.20**, pending final review and approval by NHTSA in the FY23 Highway Safety Plan.

The enclosed agreement is not fully executed until both the agency Authorized Signatory Official (Mayor, Board of Supervisor President, Director, Commissioner, etc.) and the MOHS Office Director, have signed and dated the agreement. Grant activities are not to be implemented and performed, until the agency receives a fully executed copy of the agreement. A copy of the executed agreement will be provided to the agency after the required Grant Implementation meeting.

All FY23 grant activities begin October 1, 2022, and must be concluded by September 30, 2023. In addition, the FY23 Sub-Grantee Closeout Report must be received by the Mississippi Office of Highway Safety, no later than 5:00 p.m. on November 15, 2023.

Please thoroughly read the Fiscal Control and Fund Accounting Procedures, Grant Agreement, Certifications and Assurances, as changes have been made for FY23. **Your completed original copy grant agreement and all required documents must be returned to the MOHS by 5:00 p.m. on September 2, 2022.** Please make sure that you complete items 1-9 in their entirety and all documents are an original signature signed in BLUE ink by the Authorized Signatory Official (Mayor, Board of Supervisor President, Director, Commissioner, etc.).

1. MOHS Fiscal Control and Fund Accounting Procedures
2. Signature Page
3. State Certification and Assurance: Pursuit Policies; (Enforcement grants only)
4. Enclose a copy of your agency's Pursuit Policy (Enforcement grants only)
5. Assurance of Understanding Requirement for Sub-grantees

Mississippi Office of Highway Safety 1025 Northpark Drive, Ridgeland, Mississippi 39157

6. Local Governmental Resolution Agreement and Authorization to Proceed (If Applicable)
7. Designation of Secondary Signatory Official Form (If Applicable)
8. Enclose a copy of your agency's leave policy (policy should include personal, vacation, sick, holiday, and military leave)
9. Enclose a copy of your agency's overtime policy and a payroll schedule (schedule should include beginning and ending dates of pay periods and paycheck dates for October 1, 2022–September 30, 2023)

Failure to return your completed grant agreement and required documents by the above date may result in the reallocation of grant funds. Please mail the original completed grant agreement and all required documents to the following address:

Mississippi Office of Highway Safety
Attn: Kimberly Harris, Office Manager
1025 Northpark Drive
Ridgeland, MS 39157

If you should have any questions concerning the completion of the grant agreement, please feel free to contact the Division Director for your program, Princella Henry; 601.977.3728; phenry@dps.ms.gov.

Sincerely,



Amisha Wilkerson, Bureau Director
Mississippi Office of Highway Safety
Mississippi Department of Public Safety Planning

FY23 MOHS GRANT AGREEMENT**MS Office of Highway Safety**

1025 Northpark Drive

Ridgeland, MS 39157

Phone: (601) 977-3700; Fax: (601) 977-3701

1. Sub-grantee's Name & Mailing Address: City of Starkville Starkville Police Department 110 West Main Street Starkville, MS 39759 Telephone Number: (662)323-4131 E-Mail:cjackson@citystarkville.org		2. Effective Date of Grant: October 1, 2022			
		3. Subgrant Number: 154AL-2023-ST-23-11			
		4. Grant Identifier (Funding Source & Year): 154 Alcohol FY23			
		5. Beginning and Ending Dates: October 1, 2022 – September 30, 2023			
		6. Subgrant Payment Method: <u> X </u> Cost Reimbursement Method			
7. CFDA # - 20.607		8. UEI # - PLEFLHCUPCH6		9. Congressional District: 3	
10. A:FAIN #: 69A37519300001540MSA 69A37520300001540MSA		11.A: Initial Federal Award Date: 04/17/2019 03/16/2020		11.C: Additional Federal Award Date:	
10.B. Federal Awarding Agency: NHTSA		11.B: Secondary Federal Award Date:		12. Research and Development Grant: ____ Yes <u> X </u> No Continuation Grant: <u> X </u> Yes ____ No	
13. The following funds are obligated:					
A. COST CATEGORY		B. SOURCE OF FUNDS		C. MATCH	D. RATIO%
(1) Personal Services-Salary	\$113,349.20	(1) Federal	\$116,136.20		
(2) Personal Services-Fringe	\$0.00	(2) State			
(3) Contractual Services	\$57.00	(3) Local			
(4) Travel	\$0.00	(4) Other			
(5) Equipment	\$0.00	Total:	\$116,136.20		
(6) Commodities	\$2,730.00	E. TOTAL OF ALL FEDERAL GRANTS THROUGH MOHS TO AGENCY:			
(7) Indirect Costs	\$0.00	Number of Grants: 2			TOTAL
TOTAL	\$116,136.20	TOTAL:	\$116,136.20	\$14,400.00	\$116,136.20
The Sub-Grantee agrees to operate the program outlined in this Agreement in accordance with all provisions of this Agreement as included herein. The following sections are attached and incorporated into this Agreement: Final Approved Agreement which includes: Sub-Grantee Signature Sheet; Sub-Grantee Targets, Performance Measures and Strategies; Task by Quarter; Cost Summary Support Sheet; Agreement of Understanding and Compliances, Designation of Secondary Official (If Applicable) All policies, terms, conditions, and provisions listed in funding guidelines, grant agreement, and agreement of understanding which has been provided to Sub-Grantee, are also incorporated into this agreement, and Sub-Grantee agrees to fully comply therewith.					
14. Approved for Grantee:			15. Approved for Sub-Grantee:		
Signature _____ Date _____ Name: Helen Porter Title: Office Director, MS Office of Highway Safety			Signature _____ Date _____ Name: Lynn Spruill Title: Mayor, City of Starkville		

FY23 Sub-Grantee Project Description (Law Enforcement):

MOHS Law Enforcement grant programs are provided with Federal grant funds to local police departments, sheriff's and state agencies for enforcement in jurisdictions all across Mississippi. All jurisdictions will provide enforcement, for hours that are specified in each agency Agreement, in support of the DUI program. These enforcement grants will be coordinated with the national campaigns, along with any state blitz campaigns that the MOHS develops for FY23.

All law enforcement agencies participating in the MOHS Law Enforcement grant program will utilize data to target the need and deploy resources based on problem identification and traffic trends in the agency locale and make adjustments to the program as needed.

Law Enforcement agencies use the funding for salaries (Individual Officer and part time) that has been reviewed and approved by the MOHS. All information on budget can be found in the agency budget. The agency will generate at least (1) earned media campaign during the blitz campaigns.

FY23 Sub-Grantee-Target(s), Performance Measures and Strategies

Agency Name: City of Starkville/ Starkville Police Department

List the target(s) that the Sub-Grantee will accomplish during the FY23 grant year. Performance measures should be set to help the Sub-Grantee accomplish the target(s) for the grant year. Strategies must be listed to show how the strategies will be implemented to meet the performance measures and to accomplish the target(s) set by the agency.

Target(s):

The jurisdiction/agency of Starkville Police Department will reduce the number of alcohol related fatalities from 3 in 2019 to 1 by the end of 2023.

The jurisdiction/agency of Starkville Police Department will reduce the number of alcohol related injuries from 5 in 2019 to 2 by the end of 2023.

Performance Measures:

Increase the number of grant funded DUI Arrest from 241 in FY21 to 245 in FY23.

Strategies:

Select or Hire Individual Officer

Overtime Enforcement

SFST Instructor

12 Checkpoints

20 Saturation Patrols

1 Alcohol presentations during the year

Generate Earned Media

Publicize patrol activities results (after occurrence)

Attend Troop LEL Network Meeting

Participate in the National blitz campaigns with enhanced DUI enforcement:

Drive Sober or Get Pulled Over – Christmas/ New Year's

Drive Sober or Get Pulled Over – Labor Day

Participate in the State blitz campaigns with enhanced DUI enforcement: Super Bowl, Memorial Day, 4th of July

FY23 MOHS Tasks By Quarters									
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AGENCY NAME: City of Starkville/ Starkville Police Department

PROJECTION TASKS BY QUARTERS:

SCHEDULE PROJECTION OF TASKS BY QUARTERS									
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List the performance schedule of tasks by quarters referring specifically to the Statement of Tasks in the narrative description and defining the components of tasks to be accomplished by quarters. Tasks that extend beyond one quarter should specify the elements of the tasks that are to be performed for the particular quarters.

1st QUARTER (OCTOBER, NOVEMBER & DECEMBER)

Conduct not less than 3 checkpoints during quarter.

Conduct not less than 5 saturation patrols during quarter.

Issue a minimum of 61 DUI Arrest citations during quarter, to reach a goal of 245 for FY2023.

Submit all required reporting documents by scheduled date(s) as defined in agreement by MS Office of Highway Safety, i.e. (Monthly Cost Reporting Worksheets for reimbursement, Monthly Activity reports, etc.)

Additional Tasks:

Participate in the Drive Sober or Get Pulled Over national Christmas/New Year's blitz campaign with enhanced DUI enforcement and earned media with at least one (1) newspaper, television, social media or radio presentations.

Projected Expenditures for 1st Quarter: \$29,034.05

FY23 MOHS TASK BY QUARTERS

AGENCY NAME: City of Starkville/ Starkville Police Department

PROJECTION TASK BY QUARTERS

SCHEDULE PROJECTION OF TASKS BY QUARTERS

List the performance schedule of tasks by quarters referring specifically to the Statement of Tasks in the narrative description and defining the components of tasks to be accomplished by quarters. Tasks that extend beyond one quarter should specify the elements of the tasks that are to be performed for the particular quarters.

2nd QUARTER (JANUARY, FEBRUARY & MARCH)

Conduct not less than 3 checkpoints during quarter.

Conduct not less than 5 saturation patrols during quarter.

Issue a minimum of 61 DUI Arrest citations during quarter, to reach a goal of 245 for FY2023.

Submit all required reporting documents by scheduled date(s) as defined in agreement by MS Office of Highway Safety, i.e. (Monthly Cost Reporting Worksheets for reimbursement, Monthly Activity reports, etc.)

Additional Tasks:

Participate in the Drive Sober or Get Pulled Over national Christmas/New Year's blitz campaign with enhanced DUI enforcement and earned media with at least one (1) newspaper, television, social media or radio presentations.

Projected Expenditures for 2nd Quarter: \$29,034.05

FY23 MOHS TASK BY QUARTERS

AGENCY NAME: City of Starkville/ Starkville Police Department

PROJECTION TASK BY QUARTERS

SCHEDULE PROJECTION OF TASKS BY QUARTERS

List the performance schedule of tasks by quarters referring specifically to the Statement of Tasks in the narrative description and defining the components of tasks to be accomplished by quarters. Tasks that extend beyond one quarter should specify the elements of the tasks that are to be performed for the particular quarters.

3RD QUARTER (APRIL, MAY & JUNE)

Conduct not less than 3 checkpoints during quarter.

Conduct not less than 5 saturation patrols during quarter.

Issue a minimum of 61 DUI Arrest citations during quarter, to reach a goal of 245 for FY2023

Submit all required reporting documents by scheduled date(s) as defined in agreement by MS Office of Highway Safety, i.e. (Monthly Cost Reporting Worksheets for reimbursement, Monthly Activity reports, etc.)

Additional Tasks:

Participate in the State Memorial Day blitz campaign with enhanced DUI enforcement and earned media with at least one (1) newspaper, television, social media or radio presentations.

Projected Expenditures for 3rd Quarter: \$29,034.05

FY23MOHS Task By Quarters

AGENCY NAME: City of Starkville/ Starkville Police Department

PROJECTION TASK BY QUARTERS

SCHEDULE PROJECTION OF TASKS BY QUARTERS

List the performance schedule of tasks by quarters referring specifically to the Statement of Tasks in the narrative description and defining the components of tasks to be accomplished by quarters. Tasks that extend beyond one quarter should specify the elements of the tasks that are to be performed for the particular quarters.

4TH QUARTER (JULY, AUGUST & SEPTEMBER)

Conduct not less than 3 checkpoints during quarter.

Conduct not less than 5 saturation patrols during quarter.

Issue a minimum of 62 DUI Arrest citations during quarter, to reach a goal of 245 for FY2023.

Submit all required reporting documents by scheduled date(s) as defined in agreement by MS Office of Highway Safety, i.e. (Monthly Cost Reporting Worksheets for reimbursement, Monthly Activity reports, etc.)

Additional Tasks:

Participate in the State 4th of July and Drive Sober or Get Pulled Over national Labor Day blitz campaign with enhanced DUI enforcement and earned media with at least one (1) newspaper, television, social media or radio presentations.

Projected Expenditures for 4th Quarter: \$29,034.05

FY23 Mississippi Office of Highway Safety-Cost Summary Support Sheet

1. Applicant Agency: _City of Starkville/ Starkville Police Department				
2. Subgrant Number: 154AL-2023-ST-23-11		3. Grant ID: 154 Alcohol	4. Beginning: October 1, 2022	5. Ending: September 30, 2023
6. Activity: Alcohol and Drug Impaired Driving Enforcement				
7. Category & Line Item	8. Description of item and/or Basis for Valuation	9. Budget		
		Federal	All Other	Total
Personal Services-Salary	Individual Officer @ approx. \$21.10 per hourX @ approx. 2236 hours = \$47,179.60 Individual Officer @ approx. \$21.10 per hour X @ approx. 2236 hours = \$47,179.60 Officers over-time or regular time above and beyond normal work hours @ approx. \$31.65 per hour X @ approx. 600 hours = \$18,990.00 Total Salaries: \$113,349.20	\$113,349.20		\$113,349.20
Contractual Services	Shipping Cost x 1 @ \$57.00 = \$57.00 Total Contractual Services: \$57.00	\$57.00		\$57.00
Commodities	Preliminary Breath Test x 6 @approx. \$455.00 = \$2,730.00 Total Commodities: \$2,730.00	\$2,730.00		\$2,730.00

TOTALS	\$116,136.20		\$116,136.20
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Mississippi Office of Highway Safety

FY23 Agreement of Understanding and Compliance

This Agreement made and entered into by and between the State of Mississippi by and through the MS Office of Highway Safety, hereinafter referred to as State, and the Governmental Unit or agency named in this application, hereinafter referred to as Sub-Grantee.

WHEREAS, the National Highway Traffic Safety Act of 1966, as amended, provides Federal funds to the State for approved highway safety projects for the purpose of reducing injuries and fatalities as result of motor vehicle crashes, and

WHEREAS, the State may make said funds available to state, county, and municipal agencies and/or government or political subdivisions and/or non-profit entities upon application and approval by State and the National Highway Traffic Safety Administration (NHTSA) if applicable, and

WHEREAS, the Sub-Grantee must comply with the requirements listed herein, to be eligible for Federal funds in approved highway safety projects, and

WHEREAS, the State is obligated to reimburse NHTSA out of its funds for any ineligible or unauthorized expenditures for which Federal funds have been claimed and payment received, and

WHEREAS, the Sub-Grantee has submitted an application for Federal funds for highway safety projects:

NOW, THEREFORE, IN CONSIDERATION OF MUTUAL PROMISES AND OTHER GOOD AND VALUABLE CONSIDERATION, THE PARTIES AGREE AS FOLLOWS:

I. REIMBURSEMENT OF ELIGIBLE EXPENSES

- A. ☐ It is mutually agreed that upon written application by Sub-Grantee and approval by State and NHTSA (if applicable), State will obligate Federal funds to Sub-Grantee account for reimbursement of eligible expenditures as set forth in the application.
- B. ☐ It is understood that the State has the right to monitor and pre-audit any and all claims presented for reimbursement. Arrangements have been made for the financial and compliance audit required by 2CFR Subpart F, which is to be conducted within the prescribed audit reporting cycle (failure to furnish an acceptable audit, as determined by the cognizant Federal agency, may result in denial or require return of Federal funds). It is mutually agreed and promised that Sub-Grantee reimburse State for any ineligible or unauthorized expenditure for which Federal funds have been claimed and payment received as determined by a State or Federal audit.
- C. ☐ It is also understood, pursuant to 2 CFR 200.337, the awarding agency and the Comptroller General of the United States, or any of their authorized representatives (such as National Highway Traffic Administration otherwise known as NHTSA), shall have the right of access to any pertinent books, documents, papers, or other records of grantees and Sub-Grantees which are pertinent to the grant, in order to make audits, examinations, excerpts, and transcripts.
- D. ☐ It is further agreed that where reimbursement is made to Sub-Grantee in installments, State shall have the right to withhold any installments to make up reimbursement(s) received for any ineligible or unauthorized expenditure until such time as the ineligible claim is made up or corrected by Sub-Grantee.

- E. ☐ Unless otherwise directed, Sub-Grantees must submit monthly reimbursement, activity reports and back up documentation, by the **10th working day** of the following month to receive reimbursement for project activities. Reports reflect the status of project implementation and progress toward reaching goals. Each activity report shall describe the project status and shall be submitted to the State, no later than the 10th working day following the end of the month.
- F. Final Closeout Report and Reimbursement Claim with all required documentation must be received to MS Office of Highway Safety within forty-five (45) days of completion of the project **(Close of Business (COB) November 15th)**. Appropriate forms will be provided to the Project Director. All required due dates for MOHS documents are provided in the Project Director's Guide.

Any Sub-Grantee delinquent in submitting monthly reimbursement, monthly activity, and/or final accomplishment reports, or incomplete progress reports that lack sufficient detail of progress during the period in question, may be subject to having submitted reimbursement requests delayed, pending additional justification. Once completed reports are received, reimbursement requests will be processed.

II. ON-SITE MONITORING AND EVALUATION

Pursuant to Federal guidelines, the State has developed a plan for evaluating all projects. Each Sub-Grantee will be required to have at least one (1) on-site monitoring visits during the grant year. All written documents will be reviewed to determine progress, problems and reimbursements of the project. The State evaluates all sub recipient's risk of noncompliance with Federal statutes, regulations and the terms and conditions of the sub-award for the purposes of determining the appropriate level of sub recipient monitoring.

III. PROPERTY AGREEMENT

- ☐ Facilities and equipment acquired under this agreement for use in highway safety program areas shall be used and kept in operation for highway safety purposes by the MS Office of Highway Safety; or the State, by formal agreement with appropriate officials of a political subdivision, State agency, or non-profit entities.
- ☐ It is mutually agreed and promised that the Sub-Grantee shall immediately notify the MS Office of Highway Safety, if any equipment purchased under this project ceases to be used in the manner set forth by the project agreement. In such event, Sub-Grantee further agrees to transfer or otherwise dispose of such equipment, as directed by the MS Office of Highway Safety.
- ☐ It is mutually agreed and promised by the Sub-Grantee that no equipment will be conveyed, sold, salvaged, transferred, etc., without the express written approval of the MS Office of Highway Safety.
- ☐ It is mutually agreed and promised that the Sub-Grantee shall maintain, or cause to be maintained for its useful life, any equipment purchased under this project.
- ☐ Each Sub-Grantee of federal grant funds has a financial management system that complies with the minimum requirements of 2 CFR Part 200 (Super Circular).
- ☐ All equipment awarded in this project agreement must be ordered within ninety (90) days after project implementation. If unforeseen circumstances arise which prohibit this being accomplished, the MS Office of Highway Safety must be notified as to the reason for the delay and projected purchase date of the equipment.
- ☐ Property records must be maintained that include a description of the property, a serial number or other identification number, the source of the property, who holds the title, the acquisition date, cost of the property, percentage of Federal participation in the cost of the property, the location use and condition of the property and any ultimate disposition data including the data of disposal and sale price of the property.

- ☐ A physical inventory of the property must be taken and the results reconciled with the property records at least once every two (2) years for the useful life of the property.
- ☐ A control system must be developed to ensure adequate safeguards to prevent loss, damage or theft of the property. Any loss, damage or theft shall be investigated.
- ☐ Adequate maintenance procedures must be developed to keep the property in good and working condition.
- ☐ If the Sub-Grantee is authorized or required to sell the property, proper sales procedures must be established to ensure the highest possible return. Sale of items must be approved by the MOHS.
- ☐ Costs for equipment items are allowable only as part of a comprehensive program effort. All approved equipment must be included on the Federal Conformation Product List (CPL), where applicable. Approved equipment purchased with federal funds, must be in compliance of the Buy America Act (23 U.S.C. 313).
- ☐ Approved equipment with a purchase price of \$5,000.00, must be approved in writing from the National Highway Traffic Safety Administration, before the purchase of approved equipment purchased with federal funds.

IV. STAFFING

Positions covered by this project that are funded 100% or 2080 enforcement hours must be new positions. If staff of the Sub-Grantee agency is transferred to work on this project, the agency must replace the vacant position with a new hire. Salaries in this project are for the purpose of remuneration for personal services over and above the present manpower level of the agency. All positions require detailed activity documentation, as directed by MS Office of Highway Safety.

The Individual Officer(s) on this project is defined as an officer working enforcement at approximately 2080 hours at an approximate rate of pay per hour.

V. GENERAL PROJECT REQUIREMENTS

- A. ☐ Any change to out-of-state travel approved in the Grant Application, must have prior written approval by the MS Office of Highway Safety for changes. Requests for change should be submitted to the MS Office of Highway Safety not less than two (2) weeks before the intended date of travel on Agency letterhead.
- ☐ Out of State Travel - All federal funded **out of state travel** requires expenses incurred to be placed on the authorized travel voucher. All cost must be based on current state and federal policies.
 - ☐ In State Travel - All federal funded **in state travel** requires itemized receipts for expenses incurred, as well as the authorized travel voucher. All cost must be based on current state and federal policies.
 - ☐ In State Travel - Meals can only be claimed with an overnight hotel stay.
- B. ☐ The Mississippi Office of Highway Safety can only reimburse sub-grantees for grant funded activity. If a sub-grantee is on non-grant related activities for more than 15 minutes; after such time, they should revert to their own agency funding.
- C. ☐ No budget modification requests will be accepted by the MS Office of Highway Safety after **July 31st**. Any proposed changes in this Agreement that would result in changes in the scope, character, or complexity of the agreement, require a Letter and Budget Modification Request to the MS Office of Highway Safety. Changes to the Agreement will not be effective, until both parties have executed the modification.
- D. ☐ Sub-Grantee must submit any proposed agreements for contractual services to the MS Office of Highway Safety. Contractual Services must be submitted forty-five (45) days prior to acceptance, due to the fact that contracts **must have** review and approval by DPS and NHTSA.
- E. ☐ Any program income earned by projects financed in whole or in part with Federal funds must be documented and accounted for. Program income earned during the project period shall be retained by the

Sub-Grantee and used for project related expenses or to offset eligible expenses, with the approval of the MS Office of Highway Safety.

- F. ☐ Sub-Grantee **must complete** the Authorized Official or Local Government Resolution included within this Agreement, to accept on behalf of the agency that is represented in this Agreement for federal funding to defray the costs of the project described in the award. **Grant Agreements are not effective until both parties (MOHS and the Sub-Grantee) have fully executed (signed and dated) the Grant Agreement.**
- G. ☐ Sub-Grantee **must maintain** in the Agency grant file, the most current copy of the following policies with the Application for funding. If Agency does not have a current policy, please inform the MS Office of Highway Safety of the un-availability of the policy.
- ☐ Seat belt policy (Must Retain a Copy);
 - ☐ Warning citation policy (If Applicable);
 - ☐ Pursuit policy (Must Retain a Copy);
 - ☐ Checkpoint policy (If Applicable);
 - ☐ Saturation patrol policy (If Applicable); and
 - ☐ DUI enforcement policy (If Applicable)
 - ☐ Agency seat belt survey procedures must be provided if usage rate is identified as a performance measure within agreement (If Applicable)
- H. ☐ Sub-Grantee **must submit** to the MS Office of Highway Safety a copy of the following policy(s):
- ☐ Agency Payroll Schedule- Payroll period begin and payroll end dates & check date);
 - ☐ Agency Leave policy (personal, vacation, sick, holiday, and military); and
 - ☐ Agency Overtime Policy
 - ☐ Fiscal Control and Fund Accounting Procedures
 - ☐ Pursuit Policy (Law Enforcement Only)
 - ☐ In-Direct Cost Agreement (If Applicable)
- I. ☐ All training received under federal funded programs must be program related and the Sub-Grantee **must** maintain a copy of the certificate of completion and **must** be available for inspection in the Sub-Grantee grant file. A copy of the certificate of completion **must** be submitted to the MOHS for reimbursement of training expenses.
- J. ☐ A Property Inventory form **must** be completed for all equipment. All equipment cost exceeding \$1,000.00 and/or all computer equipment, will be tagged with a Department of Public Safety inventory control number. All equipment will be maintained on the MOHS inventory data base. All equipment purchased with grant funds must be available for inspection. A copy of the most current Property Inventory form must be available in the Agency's grant file.
- K. ☐ Implementation of Agreement: All Sub-Grantees **are required** to attend a mandatory grant implementation meeting. Failure to attend one (1) of the available mandatory grant implementation meetings will result in rescinding of the grant funds allocated for the project.
- L. ☐ Termination of Agreement:
- ☐ In the event of Sub-Grantee noncompliance with any of the provisions of this agreement, the MS Office of Highway Safety may terminate this Agreement by giving the Sub-Grantee a thirty (30) day notice. Before issuing notice of termination of this Agreement, the MS Office of Highway Safety, shall allow the Sub-Grantee a reasonable opportunity to correct noncompliance issues. For noncompliance with the

nondiscrimination section of this agreement or with any of the said rules, regulations or orders, this agreement may be canceled, terminated, or suspended in whole or in part.

- ☐ The Sub-Grantee may terminate its participation in this agreement by notifying and submitting the required closeout documentation to the MS Office of Highway Safety, thirty (30) days in advance of the termination date.
- ☐ Agreements: Unless otherwise authorized in writing by the MS Office of Highway Safety, the Sub-Grantee shall not assign any portion of the work to be performed under this Agreement, or execute any Agreement, amendment or change order thereto, or obligate itself in any manner with any third party with respect to its rights and responsibilities under this Agreement without the prior written concurrence of the MS Office of Highway Safety. Any subcontract under this Agreement must include all required and/or applicable clauses and provisions of this agreement.
- ☐ Sub-Grantee failure to meet all reporting, attendance at meeting(s), scheduled events and timely submission of reimbursement requests set forth in the Agreement by the MS Office of Highway Safety, may result in the withholding of reimbursement payments.

VI. UNALLOWABLE COST

Limitations and Conditions: The provisions stated in the following section are not intended to deny flexibility in supporting potential accident and injury reduction activities; however, the conditions do serve as a guide in describing costs that are **not allowable** for highway safety funding. See NHTSA Highway Safety Grant Funding Guidance.

The following are unallowable:

A. Unallowable Costs for Facilities and Construction:

- ☐ Highway construction, maintenance, or design other than design of safety features of highways incorporated into Roadway Safety guidelines
- ☐ Construction or reconstruction of permanent facilities, such as paving, driving ranges, towers and non-portable skid pads
- ☐ Highway safety appurtenances including longitudinal barriers (such as guardrails), sign supports (except as allowed under Allowable Costs with Conditions for selected Items, Part II.A.2.), luminaire supports, and utility poles (FHWA safety construction Federal-aid funds are available)
- ☐ Construction, rehabilitation, or remodeling for any buildings or structures or for purchase of office furnishings and fixtures;

Examples of office furnishings and fixtures

- | | | |
|-------------|------------------|--------------------------|
| • Chair | • Bookcase | • Portable Partition |
| • Table | • Filing Cabinet | • Picture, Wall Clock |
| • Shelving | • Floor Covering | • Draperies and Hardware |
| • Coat Rack | • Office Planter | • Fixed Lighting/Lamp |

- ☐ Land (except for SAFETEA-LU Section 2010 and MAP-21 Section 405(f) motorcycle safety grant funds used to purchase a facility which includes the purchase of land upon which the facilities sit.)

B. Unallowable Equipment Costs:

- ☐ Fixed and portable truck scales (Motor Carrier safety program funds are available for truck scales)
- ☐ Traffic signal preemption systems (FHWA Federal-aid highway program funds are available for traffic signal preemption systems)
- ☐ Automated traffic enforcement systems may not be purchased, operated, or maintained with Section 402 funds (including MAP-21 Section 405(b) High Seat Belt Use Rate funds, 405(d) Ignition Interlock

funds, 405(e) Distracted Driving funds, and 405(g) GDL funds, in which a State has been approved to use for any eligible project or activity under 23 USC 402). (23 CFR Part 1300.13(c)).

- ☐ Radars or other speed measuring devices using MAP-21 Section 405-Impaired Driving Countermeasures and SAFETEA-LU Section 410 Alcohol Impaired Driving Countermeasures grant funds.

C. Unallowable Training Costs:

- ☐ Training of employees of Federal civilian and Federal military agencies. Note: Training for Department of the Interior personnel who are assigned Section 402 responsibilities is covered under the 5 percent administrative allowance.
- ☐ An individual's salary while pursuing training (except when the individual's salary is already supported with highway safety funds under an approved project).
- ☐ Overtime for police officers attending drug recognition expert training.

D. Program Administration:

- ☐ General costs of government. For States, local governments and Indian Tribes, the general costs of government are unallowable (except as provided in § 200.475 Travel. Reference 2 CFR § 200.444 and 2 CFR § 200.475).
- ☐ NHTSA highway safety grant funds used to defray expenses incurred or sought to be incurred for activities of Federal civilian or military agencies or employees. For Department of the Interior, personnel expenditures for the Section 402 program are covered under the five percent administrative allowance.
- ☐ Alcoholic beverages for any consumption purposes or techniques for determining driver impairment are not allowable (See Part III, D.3.). Reference 2 CFR § 200.423.
- ☐ Drug impaired activities, equipment and drug impaired training is not allowable using Sections 154/164 funds.

E. Lobbying:

- ☐ Federal - the cost of influencing the U.S. Congress and Federal agency officials for activities associated with obtaining grants, contracts, cooperative agreements or loans.
- ☐ State and Local-No Federal funds may be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., grassroots) lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds to engage in direct contact with State or local legislative officials, in accordance with customary State practice, even if it urges legislative officials to favor or oppose the adoption of a specific pending legislative proposal. (23 CFR Part 1300)

F. Additional Items Unallowable:

- ☐ Cell phones and guns are **not** allowable for purchase with these funds under any circumstances.
- ☐ Costs for equipment purchases exceeding \$5,000.00, must have prior approval from NHTSA. The MS Office of Highway Safety will obtain the approval letter and provide a copy to the Sub-Grantee.
- ☐ Where major multi-purpose equipment is to be purchased, costs shall be factored, based on utilization for highway safety purposes.
- ☐ Costs for the following equipment items are allowable only if a part of a comprehensive program effort. All allowable equipment must be included on the Federal Conformation Product List (CPL):
 - (1) ☐ Police traffic radar and other speed measuring devices used by the police (devices must meet the recommended federal guidelines);
 - (2) ☐ Alcohol testing; and

(3) Mobile video systems.

- ☐ The cost of training is allowable using DOT/NHTSA developed, equivalent, or endorsed curriculum. Documentation must be provided in order to receive reimbursement for a Individual Officer's salary for training. MOHS will reimburse an officer's salary, as long as the proper documentation is submitted such as a Certificate of Completion or Certificate of Attendance.
- ☐ Development costs of new training curriculum and materials are allowable, if they will not duplicate materials already developed for similar purposes by DOT/NHTSA or by other states. This does not preclude modifications of present materials necessary to meet particular state and local instructional needs.
- ☐ Costs are **not** allowable to pay for an employee's salary while pursuing training, nor to pay the salary of the employee's replacement except where the employee's salary is supported 100% under an approved project.
- ☐ All training **must be** included within the grant Agreement. Only DUI (Alcohol) training is allowed under alcohol funding. Occupant protection training is allowed under occupant protection funding.
- ☐ Supplanting, includes: (a) replacing routine and/or existing State or local expenditures with the use of Federal grant funds and/or (b) using Federal grant funds for costs of activities that constitute general expenses required to carry out the overall responsibilities of State, local, or Federally-recognized Indian tribal governments.
- ☐ The MOHS **will not reimburse** for the assistance of providing training to law enforcement officers through specialized training activities, unless approved in the MOHS Agreement. Any training or training assistance that is claimed and not listed in the approved MOHS Agreement will not be reimbursed.
- ☐ Cost to purchase program advertising space in the mass communication media is **not** allowable for Sub-Grantees.

CERTIFICATIONS AND ASSURANCES
FEDERAL CERTIFICATIONS AND ASSURANCES

NONDISCRIMINATION
(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

The Sub-Grantee will comply with all Federal statutes and implementing regulations relating to Nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

- TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 (42 U.S.C. 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin) and 49 CFR part 21;
- THE UNIFORM RELOCATION ASSISTANCE AND REAL PROPERTY ACQUISITION POLICIES Act of 1970, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- FEDERAL-AID HIGHWAY ACT OF 1973, (23 U.S.C. 324 *et seq.*), AND TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- SECTION 504 OF THE REHABILITATION ACT OF 1973, (29 U.S.C. 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- THE AGE DISCRIMINATION ACT OF 1975, as amended, (42 U.S.C. 6101 *et seq.*), (prohibits discrimination on the basis of age);
- THE CIVIL RIGHTS RESTORATION ACT OF 1987, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, sub-recipients and contractors, whether such programs or activities are Federally-funded or not);

- TITLES II AND III OF THE AMERICANS WITH DISABILITIES ACT (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;
- EXECUTIVE ORDER 12898, FEDERAL ACTIONS TO ADDRESS ENVIRONMENTAL JUSTICE IN MINORITY POPULATIONS AND LOW-INCOME POPULATIONS (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations); and
- EXECUTIVE ORDER 13166, IMPROVING ACCESS TO SERVICES FOR PERSONS WITH LIMITED ENGLISH PROFICIENCY (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR 74087-74100).

The Sub-Grantee—

- Will take all measures necessary to ensure that no person in the United States shall, on the grounds of race, color, national origin, disability, sex, age, limited English proficiency, or membership in any other class protected by Federal Nondiscrimination Authorities, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of its programs or activities, so long as any portion of the program is Federally-assisted;
- Will administer the program in a manner that reasonably ensures that any of its sub recipients, contractors, subcontractors, and consultants receiving Federal financial assistance under this program will comply with all requirements of the Non-Discrimination Authorities identified in this Assurance;
- Agrees to comply (and require any of its sub recipients, contractors, subcontractors, and consultants to comply) with all applicable provisions of law or regulation governing US DOT's or NHTSA's access to records, accounts, documents, information, facilities, and staff, and to cooperate and comply with any program or compliance reviews, and/or complaint investigations conducted by US DOT or NHTSA under any Federal Nondiscrimination Authority;
- Acknowledges that the United States has a right to seek judicial enforcement with regard to any matter arising under these Non-Discrimination Authorities and this Assurance;
- Agrees to insert in all contracts and funding agreements with other State or private entities the following clause:
 - “During the performance of this contract/funding agreement, the contractor/funding recipient agrees—
 - a. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time;
 - b. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in appendix B of 49 CFR part 21 and herein;
 - c. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT or NHTSA;
 - d. That, in event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part; and

e. To insert this clause, including paragraphs (a) through (e), in every subcontract and sub agreement and in every solicitation for a subcontract or sub-agreement that receives Federal funds under this program.

POLITICAL ACTIVITY (HATCH ACT)

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

The Sub-Grantee will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

CERTIFICATION REGARDING FEDERAL LOBBYING

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. ☐ No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. ☐ If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
3. ☐ The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

RESTRICTION ON STATE LOBBYING

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any

State or local legislative body. Such activities include both direct and indirect (e.g., “grassroots”) lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

Instructions for Primary Certification (Sub-Grantees)

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective primary tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary tier participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
4. The prospective primary tier participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms *covered transaction*, *civil judgment*, *debarment*, *suspension*, *ineligible*, *participant*, *person*, *principal*, and *voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary tier participant further agrees by submitting this proposal that it will include the clause titled “Instructions for Lower Tier Certification” including the “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction,” provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.

8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to check the System for Award Management Exclusions website (<https://www.sam.gov>)
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency may terminate the transaction for cause or default.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters—Primary Tier Covered Transactions

- (1) The prospective primary tier participant certifies to the best of its knowledge and belief, that it and its principals:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;
 - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of record, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.
- (2) Where the prospective primary tier participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Lower Tier Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal

government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

3. ☐ The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. ☐ The terms *covered transaction*, *civil judgment*, *debarment*, *suspension*, *ineligible*, *participant*, *person*, *principal*, and *voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. ☐ The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department of agency with which this transaction originated.
6. ☐ The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled “Instructions for Lower Tier Certification” including the “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction,” without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
7. ☐ A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov>).
8. ☐ Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. ☐ Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transactions

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

BUY AMERICA ACT

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

The Sub-Grantee and each sub recipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or sub recipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the Sub-Grantee must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

The Sub-Grantee and each sub recipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

MS OFFICE OF HIGHWAY SAFETY CERTIFICATIONS AND ASSURANCES

Alcohol/Impaired Driving/Occupant Protection/Police Traffic Services/ Law Enforcement Liaison (LEL) Coordination and High Visibility Enforcement (HVE) Participation Compliance **(Applies only to Law Enforcement Sub-Grantees)**

Law enforcement agencies funded with Federal Highway Safety funds administered by the MS Office of Highway Safety for the purpose of LEL Coordination and HVE Enforcement Participation must comply with the following:

1. Sub-Grantee with a LEL Network Coordinator Grant **must hold** a LEL Troop Network meeting to promote State/County/Local networking for the national blitz campaigns, blitz reporting, and PI&E efforts. **(LEL Coordination Sub-Grantees Only)**
2. Sub-Grantee with a LEL Network Coordinator Grant **must allow** the LEL network coordinators to assist the MS Office of Highway Safety in promoting and gathering statistics from the NHTSA national blitz campaigns. **(LEL Coordination Sub-Grantees Only)**
3. Sub-Grantee **must engage** in three (3) sustained enforcement blitz periods during the national campaigns for Christmas/New Year's, Memorial Day, and the Labor Day Holiday by conducting checkpoints and/or saturation patrols.

4. Sub-Grantee **must** engage in two (2) sustained enforcement blitz periods during Super Bowl Sunday, 4th of July Holiday Period, and any additional sustained enforcement periods coordinated by the MOHS by conducting checkpoints and/or saturation patrols during the state campaigns.
5. For each of the national blitz campaigns, Sub-Grantee **must maintain** relevant statistics and **submit** a mobilization form reporting the total number of checkpoints, saturation patrols, arrests and other citations/relevant statistics by the MOHS required deadline. Failure to comply with this requirement may result in delay of reimbursement payments.
6. Sub-Grantee **is required** to generate earned media (example: press conference, TV, radio, social media or print news articles) before, during, or after High Visibility Enforcement (HVE) state and national campaign events and must submit documentation with each activity report.
7. Law Enforcement Sub-Grantees **will use** the following criteria to help identify locations in each city/county for intensified enforcement including checkpoints and saturation patrols.
 - ☐ Unusual incidents of alcohol/ drug related crashes/fatalities;
 - ☐ Alcohol/ drug impaired driving violations;
 - ☐ Unusual number of nighttime single vehicle crashes/fatalities (Impaired, Unbelted and Speed);
 - ☐ Any other documented alcohol/ drug related vehicular incidents;
 - ☐ Citation data related to restrained and unrestrained occupants;
 - ☐ Unusual incidents of unbelted crashes/fatalities
 - ☐ Seatbelt/Child restraint violations;
 - ☐ Unusual incidents of teen crashes/fatalities; and
 - ☐ Unusual incidents of speed crashes/fatalities.

DUI/Impaired Enforcement Compliance

(Applies only to Sub-Grantees funded with Impaired Driving (405d), Alcohol (154) funds, and/or any Police Traffic Service (402) funds used for Impaired Driving and/or Alcohol enforcement)

Law enforcement agencies funded with Federal Highway Safety funds administered by the MS Office of Highway Safety for the purpose of DUI/Impaired Enforcement must comply with the following:

1. Sub-Grantee **agrees and commits** to have the Individual Officer(s) (if applicable) and/or other officers assigned to work DUI/Impaired overtime to engage their efforts during peak hours when most impaired drivers are likely driving under the influence.
 - ☐ Individual DUI/Impaired Officer(s) shift hours **will include 4:00 p.m. and no later than 7:00 a.m. and will include Thursday, Friday, Saturday and Sunday.**
 - ☐ Overtime hours for DUI/Impaired Enforcement **will include 4:00 p.m. and no later than 7:00 a.m. and will include Thursday, Friday, Saturday, and Sunday.**

Proper justification may be requested by MOHS regarding **other dates or time periods** within the jurisdiction for needed enforcement outside the above shifts.

2. ☐ Specific DUI/Impaired activities in which the DUI/Impaired officer(s) (if applicable) and/or other officers working overtime **will include** checkpoints, saturation patrols and other impaired driving enforcement activities as designated.
3. ☐ The Sub-Grantee **will engage** in national campaigns endorsed by the National Highway Traffic Safety Administration.
4. ☐ The Sub-Grantee **will engage** in **all** activities as described in the High Visibility Enforcement (HVE) Participation Compliance.
5. The Sub-Grantee **will engage** in sustained enforcement blitz periods during Super Bowl Sunday, 4th of July Holiday Period, and any additional sustained enforcement periods coordinated by the MOHS by conducting checkpoints and/or saturation patrols during the state campaigns.
6. The Sub-Grantee **will generate** earned media (example: press conference, TV, social media, radio or print news articles) either before, during, or after High Visibility Enforcement (HVE) national campaign events and must submit documentation with each quarterly report.

Occupant Protection/Police Traffic Services

High Visibility Enforcement (HVE)

Applies only to Sub-Grantee funded with 402 (OP), 402(PTS) or 405(B)

Law enforcement agencies funded with Federal Highway Safety funds administered by the MS Office of Highway Safety for the purpose of Occupant Protection/Police Traffic Service Enforcement must comply with the following:

1. Sub-Grantee funded under a 402/405(b) Occupant Protection/Police Traffic Services Federal grant funds **must participate** in the National Click It or Ticket Campaign Mobilization and Child Passenger Safety week.
2. Sub-Grantee **will submit** forms containing the number of child restraint/safety belt citations, etc. and **submit** by the reporting deadline set forth by the MS Office of Highway Safety for the National Click It or Ticket Campaign. Failure to comply with this requirement may result in the delay of reimbursement payments.
3. Sub-Grantee **will generate** earned media (example: press conference, TV, social media, radio or print news articles) either before, during, or after High Visibility Enforcement (HVE) national campaign events and must submit documentation with each activity report.

Audit Requirements:

Law enforcement, state, local, non-profit agencies funded with Federal Highway Safety funds administered by the MS Office of Highway Safety for the purpose of grant activity must comply with the following (2 CFR§200.501):

(a) *Audit required.* A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year in accordance with the provisions of this part.

(b) *Single audit.* A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single audit conducted in accordance with §200.514 Scope of audit except when it elects to have a program-specific audit conducted in accordance with paragraph (c) of this section.

(c) *Program-specific audit election.* When an auditee expends Federal awards under only one Federal program (excluding R&D) and the Federal program's statutes, regulations, or the terms and conditions of the Federal award do not require a financial statement audit of the auditee, the auditee may elect to have a program-specific audit conducted in accordance with §200.507 Program-specific audits. A program-specific audit may not be elected for R&D unless all of the Federal awards expended were received from the same Federal agency, or the same Federal agency and the same pass-through entity, and that Federal agency, or pass-through entity in the case of a sub recipient, approves in advance a program-specific audit.

(d) *Exemption when Federal awards expended are less than \$750,000.* A non-Federal entity that expends less than \$750,000 during the non-Federal entity's fiscal year in Federal awards is exempt from Federal audit requirements for that year, except as noted in §200.503 Relation to other audit requirements, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and Government Accountability Office (GAO).

(e) *Federally Funded Research and Development Centers (FFRDC).* Management of an auditee that owns or operates a FFRDC may elect to treat the FFRDC as a separate entity for purposes of this part.

(f) *Sub-recipients and Contractors.* An auditee may simultaneously be a recipient, a sub recipient, and a contractor. Federal awards expended as a recipient or a sub recipient are subject to audit under this part. The payments received for goods or services provided as a contractor are not Federal awards. Section §200.331 Sub recipient and contractor determinations sets forth the considerations in determining whether payments constitute a Federal award or a payment for goods or services provided as a contractor.

(g) *Compliance responsibility for contractors.* In most cases, the auditee's compliance responsibility for contractors is only to ensure that the procurement, receipt, and payment for goods and services comply with Federal statutes, regulations, and the terms and conditions of Federal awards. Federal award compliance requirements normally do not pass through to contractors. However, the auditee is responsible for ensuring compliance for procurement transactions which are structured such that the contractor is responsible for program compliance or the contractor's records must be reviewed to determine program compliance. Also, when these procurement transactions relate to a major program, the scope of the audit must include determining whether these transactions are in compliance with Federal statutes, regulations, and the terms and conditions of Federal awards.

(h) *For-profit sub recipient.* Since this part does not apply to for-profit sub recipients, the pass-through entity is responsible for establishing requirements, as necessary, to ensure compliance by for-profit sub recipients. The

agreement with the for-profit sub recipient must describe applicable compliance requirements and the for-profit sub recipient's compliance responsibility. Methods to ensure compliance for Federal awards made to for-profit sub recipients may include pre-award audits, monitoring during the agreement, and post-award audits. See also §200.332 Requirements for pass-through entities.

Sub-Grantees are required to provide a copy of the jurisdiction/agency(s) most recent financial audit with the submission of the Grant Application. If the agency receives an updated audit during the grant year, the agency is required to provide a copy of the audit to the MOHS.

STATE CERTIFICATION AND ASSURANCE

**CERTIFICATION AND STANDARD ASSURANCE REQUIREMENT FOR:
(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)**

CONCERNING: STATE, COUNTY AND LOCAL EMERGENCY RESPONSE AND VEHICULAR PURSUIT POLICIES

When truly applicable and in full cooperation with the MS Office of Highway Safety, all grant and/or Sub-Grantee recipients (regardless of the type of entity or the amount awarded) must show substantial compliance with the following statutory requirement: On or after January 1, 2005, each state, county and local law enforcement agency that conducts emergency response and vehicular pursuits shall adopt written policies and training procedures that set forth the manner in which these operations shall be conducted. Each law enforcement agency may create its own policies or adopt an existing model. All pursuit policies created or adopted by any law enforcement agency must address situations in which police pursuits cross over into other jurisdictions. Law enforcement agencies which do not comply with the requirements of this provision are subject to the withholding of any state funding or state administered federal funding.

MS Code Annotated § 45-1-43, effective from and after July 1, 2004.

The obligation of a Sub-Grantee is to formulate, implement, and maintain certain written pursuit policies and training procedures which specifically set forth how these operations shall be conducted in accordance with State law. Note that "recipient" means any state, county or local law enforcement agency that conducts emergency response and vehicular pursuits and which may also receive any state funding or state administered federal funding.

A true copy of the law enforcement agency's emergency response and vehicular pursuit policy with pertinent training procedures must be retained in the agency grant file and be available for review. However, when otherwise allowed to submit an alternative for the required documentary confirmation, recipient must specifically identify and acknowledge the use of viable pertinent policies and training procedures, as these factors may be especially expressed through an appropriate letter or timely memorandum of understanding. All relevant information submitted or received by the MOHS, becomes an actual documented part of the grant documentation and thus will be placed within the MOHS master file for grants.

During any occurrence or time period for application, selection, award, implementation or close out of a grant or an award, if the grantee, Sub-Grantee, or recipient does not show compliance with the statute emphasized above, the grantee, Sub-Grantee or recipient is subject to the withholding of any state funding or state administered federal funding. Failure of grantee, Sub-Grantee or recipient to communicate the relevant policy that is required by statute may lead to adverse cost adjustment, disallowance of costs and/or recovery of

pertinent project funds. Such recovery may be accomplished on the basis of offset levied against any and all advanced funding, requests for reimbursements, or award of funds.

As the Authorized Official for, _____ **(Sub-Grantee Name)**, I certify by my signature below, that I have fully read and I am cognizant of our duties and responsibilities under the emergency response and vehicular pursuit policies statute. Therefore, I hereby comply with this Certification and Standard Assurance requirement by retaining true copy of the applicable state, county or local emergency response and vehicular pursuit policies with training procedures which are pertinent to this organization. A copy of the vehicular pursuit policy must be maintained in the Sub-Grantee agency grant file.

Authorizing Official's Signature
(Mayor, Board President, Commissioner, Director)

Date

Print Authorizing Official's Name

Authorizing Official's Title

ASSURANCE OF UNDERSTANDING REQUIREMENT FOR SUB-GRANTEES:

This original signed form (blue ink only) must be returned to the MS Office of Highway Safety, within forty-five (45) days of receiving the attached grant award letter.

As the Authorized Official for, _____ **(Sub-Grantee Name)**, I certify by my signature below, that I have fully read and am cognizant of our duties and responsibilities under this requirement. I acknowledge by my signature below, that I understand that the Grant Agreement is not effective until both parties (MOHS and Authorized Official) have signed, dated and fully executed the Grant Agreement.

As the Authorized Official, my signature below assures that Federal funds will not be used to supplant State or local funds and that Federal funds will be used to supplement existing funds for program activities and not to replace those funds which have been appropriated for the same purpose.

Therefore, the Agency, I represent agrees to comply and adhere to all Federal, State and MS Office of Highway Safety Certifications and Assurances and their conditions.

Authorizing Official's Signature
(Mayor, Board President, Commissioner, Director)

Date

Print Authorizing Official's Name

Authorizing Official's Title

LOCAL GOVERNMENTAL RESOLUTION AGREEMENT AND AUTHORIZATION TO PROCEED

WHEREAS, the _____
(Governing Body of Unit of Government)

Herein called the "SUB-GRANTEE" has thoroughly considered the problem addressed in the application (Program Source) 154 ALCOHOL and has reviewed the project described in the agreement; and

WHEREAS, under the terms of Public Law 89-564 as amended, the United States of America has authorized the Department of Transportation, through the Mississippi Office of Highway Safety to make federal contracts to assist local governments in the improvement of highway safety,

NOW THEREFORE BE IT RESOLVED BY THE _____
(Governing Body of Unit of Government)

IN THE JURISDICTION _____ MISSISSIPPI, THIS _____ Day of _____, 20 _____ AS

FOLLOWS:

1. That the project above is in the best interest of the Sub-Grantee and the general public.
2. _____ is authorized to accept, on behalf of the
(Name and Title of Representative)
Sub-Grantee, an award in the form prescribed by the MS Office of Highway Safety for federal funding in the amount of \$ _____ to be made to the Sub-Grantee defraying the cost
(Federal Dollar Requested)
of the project described in the award.
3. One original or certified copy of this resolution must be included as part of the award referenced above.
4. That this resolution shall take effect immediately upon its adoption.

(If Applicable)

DONE AND ORDERED IN OPEN MEETING BY _____
(Chairman of Board/Mayor)

Alderman/Councilperson _____ offered the foregoing resolution and moved its adoption, which was seconded by Alderman/Councilperson _____ and, was duly adopted.

Date: _____

Seal (City/County Seal is required)

Attest: _____

By: _____
(Blue Ink)

Mississippi Office of Highway Safety Designation of Secondary Signatory Official

Pursuant to the MS Department of Public Safety's requirements that the signatory official is the only person authorized to sign official documentation in relation to the sub-grant, such as monthly financial cost reporting worksheets, the (agency/department name) _____ has authorized and approved (print designated secondary signatory official name) _____ to sign any/all forms related to this contract.

Upon approval of this request said person will then be **Responsible/Liable**, as the signatory official, for claims submitted by them to this agency. The approval of this request will allow this person to complete required documentation in the absence and/or on behalf of the signatory official.

Name: _____ Title: _____
(Designated Secondary Signatory Official)

Organization Name: _____

Mailing Address: _____

City: _____ Zip Code: _____

Telephone Number: () _____ Cellular Number: () _____

Email Address: _____

Signature of Designated Secondary Signatory Official: _____

Appointed by Authorizing Official: _____ Date: _____
(Mayor, Board President, Commissioner, Director) (Print Name)

Signature: _____ Title: _____
(Authorizing Official)

Mississippi Office of Highway Safety Fiscal Control and Fund Accounting Procedures

Federal regulations prohibit the commingling of Federal grant funds with funds from other sources and require grant recipients to maintain separate accounting over grant funds to ensure the funds are used for authorized purposes only. Federal grant funds cannot be commingled with general operating funds.

The Mississippi Office of Highway Safety has established the following criteria that must be met by all agencies receiving MOHS funds:

All recipients of MOHS funds are required to follow the federal regulations prohibiting the commingling of federal funds and maintain appropriate financial records that fully disclose the amount and disposition of MOHS funds received. Adequate record keeping includes financial documentation for disbursements.

All recipients of MOHS funds will follow the requirement above, establish and maintain both fiscal and program controls and funds accounting procedures acceptable to the Mississippi Office of Highway Safety, to assure the proper expenditure and disbursement of all funds and for program management and execution. Books and records will be kept and maintained until audited by the MOHS, federal granting agency, Office of the Inspector General, or any other agency requesting records, who shall have the right to access to any pertinent books, documents, papers, or other records of the sub-grantee, which are pertinent to the award, in order to make audits, examinations, excerpts and transcripts. The rights to access are limited to the required retention period, but last as long as the records are retained (Reference 2CFR 200.337). Records must be maintained for a period of at least three years. Before destruction of any record, written approval must be obtained from the Mississippi Office of Highway Safety. These records include, but are not limited to:

- ☐ Financial report covering expenditures of the grant
- ☐ General ledger, cash receipts journals, cash disbursements journals, and other subsidiary records
- ☐ Approved budget and subsequent modifications
- ☐ Indirect cost allocation plans
- ☐ All invoices, billings, and reporting worksheets
- ☐ All personnel records of individuals paid with grant funds, including time sheets,
- ☐ wage authorization, tax withholdings forms, employment applications and other relevant data
- ☐ Inventory records for all property purchased with grant funds showing acquisition data, cost of property, identification number, bid information, and the use of the property
- ☐ Bank statements and reconciliations;
- ☐ Internal and external audit reports and project evaluation

We have read and understand all Fiscal Control and Fund Accounting Procedures as shown above and agree to comply with these conditions in the operation of the grant.

**Authorizing Official's Signature
(Mayor, Board President, Commissioner, Director)**

Date

Print Authorizing Official's Name

Authorizing Official's Title



**CITY OF STARKVILLE
RECOMMENDATION FOR BOARD ACTION**

AGENDA ITEM NO:
AGENDA DATE: 8-16-22
PAGE: 1 of 32

SUBJECT: Award for FY23 405D Alcohol and Drug Impaired Driving Enforcement Grant. Requests permission to accept the award for grant funding for the continuation project of DUI enforcement. The grant is 100% reimbursable, funds 2 DUI officers, and approximately 600 hours in overtime for DUI enforcement, and DUI equipment.

AMOUNT & SOURCE OF FUNDING: \$116,132.20 FY23 405D grant Mississippi Office of Highway Safety

FISCAL NOTE:

**REQUESTING
DEPARTMENT:** Starkville Police

**DIRECTOR'S
AUTHORIZATION:** Mark Ballard
CHIEF OF POLICE

FOR MORE INFORMATION CONTACT: Cpl. Christopher Jackson

PRIOR BOARD ACTION: Continuation Grant

BOARD AND COMMISSION ACTION: N/A

PURCHASING: N/A

DEADLINE:

AUTHORIZATION HISTORY: Move approval for the City of Starkville to accept the 100% reimbursable grant funding in the area of Driving Under the Influence Enforcement.

STAFF RECOMMENDATION:



July 19, 2022

Lynn Spruill, Mayor
City of Starkville
Starkville Police Department
110 West Main Street
Starkville, MS 39759

Project Number: 154AL-2023-ST-23-11
Funding Source and Title: 154 Alcohol

Dear Mayor Spruill:

Enclosed please find the Mississippi Office of Highway Safety (MOHS) and Starkville Police Department Grant Agreement for the Fiscal Year 2023. Your agency has been approved for 154 Alcohol funding, in the amount of **\$116,136.20**, pending final review and approval by NHTSA in the FY23 Highway Safety Plan.

The enclosed agreement is not fully executed until both the agency Authorized Signatory Official (Mayor, Board of Supervisor President, Director, Commissioner, etc.) and the MOHS Office Director, have signed and dated the agreement. Grant activities are not to be implemented and performed, until the agency receives a fully executed copy of the agreement. A copy of the executed agreement will be provided to the agency after the required Grant Implementation meeting.

All FY23 grant activities begin October 1, 2022, and must be concluded by September 30, 2023. In addition, the FY23 Sub-Grantee Closeout Report must be received by the Mississippi Office of Highway Safety, no later than 5:00 p.m. on November 15, 2023.

Please thoroughly read the Fiscal Control and Fund Accounting Procedures, Grant Agreement, Certifications and Assurances, as changes have been made for FY23. **Your completed original copy grant agreement and all required documents must be returned to the MOHS by 5:00 p.m. on September 2, 2022.** Please make sure that you complete items 1-9 in their entirety and all documents are an original signature signed in BLUE ink by the Authorized Signatory Official (Mayor, Board of Supervisor President, Director, Commissioner, etc.).

1. MOHS Fiscal Control and Fund Accounting Procedures
2. Signature Page
3. State Certification and Assurance: Pursuit Policies; (Enforcement grants only)
4. Enclose a copy of your agency's Pursuit Policy (Enforcement grants only)
5. Assurance of Understanding Requirement for Sub-grantees

Mississippi Office of Highway Safety 1025 Northpark Drive, Ridgeland, Mississippi 39157

6. Local Governmental Resolution Agreement and Authorization to Proceed (If Applicable)
7. Designation of Secondary Signatory Official Form (If Applicable)
8. Enclose a copy of your agency's leave policy (policy should include personal, vacation, sick, holiday, and military leave)
9. Enclose a copy of your agency's overtime policy and a payroll schedule (schedule should include beginning and ending dates of pay periods and paycheck dates for October 1, 2022–September 30, 2023)

Failure to return your completed grant agreement and required documents by the above date may result in the reallocation of grant funds. Please mail the original completed grant agreement and all required documents to the following address:

Mississippi Office of Highway Safety
Attn: Kimberly Harris, Office Manager
1025 Northpark Drive
Ridgeland, MS 39157

If you should have any questions concerning the completion of the grant agreement, please feel free to contact the Division Director for your program, Princella Henry; 601.977.3728; phenry@dps.ms.gov.

Sincerely,



Amisha Wilkerson, Bureau Director
Mississippi Office of Highway Safety
Mississippi Department of Public Safety Planning

FY23 MOHS GRANT AGREEMENT

MS Office of Highway Safety

1025 Northpark Drive

Ridgeland, MS 39157

Phone: (601) 977-3700; Fax: (601) 977-3701

1. Sub-grantee's Name & Mailing Address: City of Starkville Starkville Police Department 110 West Main Street Starkville, MS 39759 Telephone Number: (662)323-4131 E-Mail:cjackson@citystarkville.org		2. Effective Date of Grant: October 1, 2022			
		3. Subgrant Number: 154AL-2023-ST-23-11			
		4. Grant Identifier (Funding Source & Year): 154 Alcohol FY23			
		5. Beginning and Ending Dates: October 1, 2022 – September 30, 2023			
		6. Subgrant Payment Method: <u> X </u> Cost Reimbursement Method			
7. CFDA # - 20.607		8. UEI # - PLEFLHCUPCH6		9. Congressional District: 3	
10. A:FAIN #: 69A37519300001540MSA 69A37520300001540MSA		11.A: Initial Federal Award Date: 04/17/2019 03/16/2020		11.C: Additional Federal Award Date:	
10.B. Federal Awarding Agency: NHTSA		11.B: Secondary Federal Award Date:		12. Research and Development Grant: <u> </u> Yes <u> X </u> No Continuation Grant: <u> X </u> Yes <u> </u> No	
13. The following funds are obligated:					
A. COST CATEGORY		B. SOURCE OF FUNDS		C. MATCH	D. RATIO%
(1) Personal Services-Salary	\$113,349.20	(1) Federal	\$116,136.20		
(2) Personal Services-Fringe	\$0.00	(2) State			
(3) Contractual Services	\$57.00	(3) Local			
(4) Travel	\$0.00	(4) Other			
(5) Equipment	\$0.00	Total:	\$116,136.20		
(6) Commodities	\$2,730.00	E. TOTAL OF ALL FEDERAL GRANTS THROUGH MOHS TO AGENCY:			
(7) Indirect Costs	\$0.00	Number of Grants: 2			TOTAL
TOTAL	\$116,136.20	TOTAL:	\$116,136.20	\$14,400.00	\$116,136.20
The Sub-Grantee agrees to operate the program outlined in this Agreement in accordance with all provisions of this Agreement as included herein. The following sections are attached and incorporated into this Agreement: Final Approved Agreement which includes: Sub-Grantee Signature Sheet; Sub-Grantee Targets, Performance Measures and Strategies; Task by Quarter; Cost Summary Support Sheet; Agreement of Understanding and Compliances, Designation of Secondary Official (If Applicable)					
All policies, terms, conditions, and provisions listed in funding guidelines, grant agreement, and agreement of understanding which has been provided to Sub-Grantee, are also incorporated into this agreement, and Sub-Grantee agrees to fully comply therewith.					
14. Approved for Grantee:			15. Approved for Sub-Grantee:		
Signature _____ Date _____			Signature _____ Date _____		
Name: Helen Porter Title: Office Director, MS Office of Highway Safety			Name: Lynn Spruill Title: Mayor, City of Starkville		

FY23 Sub-Grantee Project Description (Law Enforcement):

MOHS Law Enforcement grant programs are provided with Federal grant funds to local police departments, sheriff's and state agencies for enforcement in jurisdictions all across Mississippi. All jurisdictions will provide enforcement, for hours that are specified in each agency Agreement, in support of the DUI program. These enforcement grants will be coordinated with the national campaigns, along with any state blitz campaigns that the MOHS develops for FY23.

All law enforcement agencies participating in the MOHS Law Enforcement grant program will utilize data to target the need and deploy resources based on problem identification and traffic trends in the agency locale and make adjustments to the program as needed.

Law Enforcement agencies use the funding for salaries (Individual Officer and part time) that has been reviewed and approved by the MOHS. All information on budget can be found in the agency budget. The agency will generate at least (1) earned media campaign during the blitz campaigns.

FY23 Sub-Grantee-Target(s), Performance Measures and Strategies

Agency Name: City of Starkville/ Starkville Police Department

List the target(s) that the Sub-Grantee will accomplish during the FY23 grant year. Performance measures should be set to help the Sub-Grantee accomplish the target(s) for the grant year. Strategies must be listed to show how the strategies will be implemented to meet the performance measures and to accomplish the target(s) set by the agency.

Target(s):

The jurisdiction/agency of Starkville Police Department will reduce the number of alcohol related fatalities from 3 in 2019 to 1 by the end of 2023.

The jurisdiction/agency of Starkville Police Department will reduce the number of alcohol related injuries from 5 in 2019 to 2 by the end of 2023.

Performance Measures:

Increase the number of grant funded DUI Arrest from 241 in FY21 to 245 in FY23.

Strategies:

Select or Hire Individual Officer

Overtime Enforcement

SFST Instructor

12 Checkpoints

20 Saturation Patrols

1 Alcohol presentations during the year

Generate Earned Media

Publicize patrol activities results (after occurrence)

Attend Troop LEL Network Meeting

Participate in the National blitz campaigns with enhanced DUI enforcement:

Drive Sober or Get Pulled Over – Christmas/ New Year's

Drive Sober or Get Pulled Over – Labor Day

Participate in the State blitz campaigns with enhanced DUI enforcement: Super Bowl, Memorial Day, 4th of July

FY23 MOHS Tasks By Quarters									
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AGENCY NAME: City of Starkville/ Starkville Police Department

PROJECTION TASKS BY QUARTERS:

SCHEDULE PROJECTION OF TASKS BY QUARTERS									
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List the performance schedule of tasks by quarters referring specifically to the Statement of Tasks in the narrative description and defining the components of tasks to be accomplished by quarters. Tasks that extend beyond one quarter should specify the elements of the tasks that are to be performed for the particular quarters.

1st QUARTER (OCTOBER, NOVEMBER & DECEMBER)

Conduct not less than 3 checkpoints during quarter.

Conduct not less than 5 saturation patrols during quarter.

Issue a minimum of **61** DUI Arrest citations during quarter, to reach a goal of **245** for FY2023.

Submit all required reporting documents by scheduled date(s) as defined in agreement by MS Office of Highway Safety, i.e. (Monthly Cost Reporting Worksheets for reimbursement, Monthly Activity reports, etc.)

Additional Tasks:

Participate in the Drive Sober or Get Pulled Over national Christmas/New Year's blitz campaign with enhanced DUI enforcement and earned media with at least one (1) newspaper, television, social media or radio presentations.

Projected Expenditures for 1st Quarter: \$29,034.05

FY23 MOHS TASK BY QUARTERS

AGENCY NAME: City of Starkville/ Starkville Police Department

PROJECTION TASK BY QUARTERS

SCHEDULE PROJECTION OF TASKS BY QUARTERS

List the performance schedule of tasks by quarters referring specifically to the Statement of Tasks in the narrative description and defining the components of tasks to be accomplished by quarters. Tasks that extend beyond one quarter should specify the elements of the tasks that are to be performed for the particular quarters.

2nd QUARTER (JANUARY, FEBRUARY & MARCH)

Conduct not less than 3 checkpoints during quarter.

Conduct not less than 5 saturation patrols during quarter.

Issue a minimum of 61 DUI Arrest citations during quarter, to reach a goal of 245 for FY2023.

Submit all required reporting documents by scheduled date(s) as defined in agreement by MS Office of Highway Safety, i.e. (Monthly Cost Reporting Worksheets for reimbursement, Monthly Activity reports, etc.)

Additional Tasks:

Participate in the Drive Sober or Get Pulled Over national Christmas/New Year's blitz campaign with enhanced DUI enforcement and earned media with at least one (1) newspaper, television, social media or radio presentations.

Projected Expenditures for 2nd Quarter: \$29,034.05

FY23 MOHS TASK BY QUARTERS

AGENCY NAME: City of Starkville/ Starkville Police Department

PROJECTION TASK BY QUARTERS

SCHEDULE PROJECTION OF TASKS BY QUARTERS

List the performance schedule of tasks by quarters referring specifically to the Statement of Tasks in the narrative description and defining the components of tasks to be accomplished by quarters. Tasks that extend beyond one quarter should specify the elements of the tasks that are to be performed for the particular quarters.

3RD QUARTER (APRIL, MAY & JUNE)

Conduct not less than 3 checkpoints during quarter.

Conduct not less than 5 saturation patrols during quarter.

Issue a minimum of 61 DUI Arrest citations during quarter, to reach a goal of 245 for FY2023

Submit all required reporting documents by scheduled date(s) as defined in agreement by MS Office of Highway Safety, i.e. (Monthly Cost Reporting Worksheets for reimbursement, Monthly Activity reports, etc.)

Additional Tasks:

Participate in the State Memorial Day blitz campaign with enhanced DUI enforcement and earned media with at least one (1) newspaper, television, social media or radio presentations.

Projected Expenditures for 3rd Quarter: \$29,034.05

FY23MOHS Task By Quarters

AGENCY NAME: City of Starkville/ Starkville Police Department

PROJECTION TASK BY QUARTERS

SCHEDULE PROJECTION OF TASKS BY QUARTERS

List the performance schedule of tasks by quarters referring specifically to the Statement of Tasks in the narrative description and defining the components of tasks to be accomplished by quarters. Tasks that extend beyond one quarter should specify the elements of the tasks that are to be performed for the particular quarters.

4TH QUARTER (JULY, AUGUST & SEPTEMBER)

Conduct not less than 3 checkpoints during quarter.

Conduct not less than 5 saturation patrols during quarter.

Issue a minimum of 62 DUI Arrest citations during quarter, to reach a goal of 245 for FY2023.

Submit all required reporting documents by scheduled date(s) as defined in agreement by MS Office of Highway Safety, i.e. (Monthly Cost Reporting Worksheets for reimbursement, Monthly Activity reports, etc.)

Additional Tasks:

Participate in the State 4th of July and Drive Sober or Get Pulled Over national Labor Day blitz campaign with enhanced DUI enforcement and earned media with at least one (1) newspaper, television, social media or radio presentations.

Projected Expenditures for 4th Quarter: \$29,034.05

FY23 Mississippi Office of Highway Safety-Cost Summary Support Sheet

1. Applicant Agency: _City of Starkville/ Starkville Police Department				
2. Subgrant Number: 154AL-2023-ST-23-11		3. Grant ID: 154 Alcohol	4. Beginning: October 1, 2022	5. Ending: September 30, 2023
6. Activity: Alcohol and Drug Impaired Driving Enforcement				
7. Category & Line Item	8. Description of item and/or Basis for Valuation	9. Budget		
		Federal	All Other	Total
Personal Services-Salary	Individual Officer @ approx. \$21.10 per hourX @ approx. 2236 hours = \$47,179.60 Individual Officer @ approx. \$21.10 per hour X @ approx. 2236 hours = \$47,179.60 Officers over-time or regular time above and beyond normal work hours @ approx. \$31.65 per hour X @ approx. 600 hours = \$18,990.00 Total Salaries: \$113,349.20	\$113,349.20		\$113,349.20
Contractual Services	Shipping Cost x 1 @ \$57.00 = \$57.00 Total Contractual Services: \$57.00	\$57.00		\$57.00
Commodities	Preliminary Breath Test x 6 @approx. \$455.00 = \$2,730.00 Total Commodities: \$2,730.00	\$2,730.00		\$2,730.00

TOTALS	\$116,136.20		\$116,136.20
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Mississippi Office of Highway Safety

FY23 Agreement of Understanding and Compliance

This Agreement made and entered into by and between the State of Mississippi by and through the MS Office of Highway Safety, hereinafter referred to as State, and the Governmental Unit or agency named in this application, hereinafter referred to as Sub-Grantee.

WHEREAS, the National Highway Traffic Safety Act of 1966, as amended, provides Federal funds to the State for approved highway safety projects for the purpose of reducing injuries and fatalities as result of motor vehicle crashes, and

WHEREAS, the State may make said funds available to state, county, and municipal agencies and/or government or political subdivisions and/or non-profit entities upon application and approval by State and the National Highway Traffic Safety Administration (NHTSA) if applicable, and

WHEREAS, the Sub-Grantee must comply with the requirements listed herein, to be eligible for Federal funds in approved highway safety projects, and

WHEREAS, the State is obligated to reimburse NHTSA out of its funds for any ineligible or unauthorized expenditures for which Federal funds have been claimed and payment received, and

WHEREAS, the Sub-Grantee has submitted an application for Federal funds for highway safety projects:

NOW, THEREFORE, IN CONSIDERATION OF MUTUAL PROMISES AND OTHER GOOD AND VALUABLE CONSIDERATION, THE PARTIES AGREE AS FOLLOWS:

I. REIMBURSEMENT OF ELIGIBLE EXPENSES

- A. ☐ It is mutually agreed that upon written application by Sub-Grantee and approval by State and NHTSA (if applicable), State will obligate Federal funds to Sub-Grantee account for reimbursement of eligible expenditures as set forth in the application.
- B. ☐ It is understood that the State has the right to monitor and pre-audit any and all claims presented for reimbursement. Arrangements have been made for the financial and compliance audit required by 2CFR Subpart F, which is to be conducted within the prescribed audit reporting cycle (failure to furnish an acceptable audit, as determined by the cognizant Federal agency, may result in denial or require return of Federal funds). It is mutually agreed and promised that Sub-Grantee reimburse State for any ineligible or unauthorized expenditure for which Federal funds have been claimed and payment received as determined by a State or Federal audit.
- C. ☐ It is also understood, pursuant to 2 CFR 200.337, the awarding agency and the Comptroller General of the United States, or any of their authorized representatives (such as National Highway Traffic Administration otherwise known as NHTSA), shall have the right of access to any pertinent books, documents, papers, or other records of grantees and Sub-Grantees which are pertinent to the grant, in order to make audits, examinations, excerpts, and transcripts.
- D. ☐ It is further agreed that where reimbursement is made to Sub-Grantee in installments, State shall have the right to withhold any installments to make up reimbursement(s) received for any ineligible or unauthorized expenditure until such time as the ineligible claim is made up or corrected by Sub-Grantee.

- E. ☐ Unless otherwise directed, Sub-Grantees must submit monthly reimbursement, activity reports and back up documentation, by the **10th working day** of the following month to receive reimbursement for project activities. Reports reflect the status of project implementation and progress toward reaching goals. Each activity report shall describe the project status and shall be submitted to the State, no later than the 10th working day following the end of the month.
- F. Final Closeout Report and Reimbursement Claim with all required documentation must be received to MS Office of Highway Safety within forty-five (45) days of completion of the project **(Close of Business (COB) November 15th)**. Appropriate forms will be provided to the Project Director. All required due dates for MOHS documents are provided in the Project Director's Guide.

Any Sub-Grantee delinquent in submitting monthly reimbursement, monthly activity, and/or final accomplishment reports, or incomplete progress reports that lack sufficient detail of progress during the period in question, may be subject to having submitted reimbursement requests delayed, pending additional justification. Once completed reports are received, reimbursement requests will be processed.

II. ON-SITE MONITORING AND EVALUATION

Pursuant to Federal guidelines, the State has developed a plan for evaluating all projects. Each Sub-Grantee will be required to have at least one (1) on-site monitoring visits during the grant year. All written documents will be reviewed to determine progress, problems and reimbursements of the project. The State evaluates all sub recipient's risk of noncompliance with Federal statutes, regulations and the terms and conditions of the sub-award for the purposes of determining the appropriate level of sub recipient monitoring.

III. PROPERTY AGREEMENT

- ☐ Facilities and equipment acquired under this agreement for use in highway safety program areas shall be used and kept in operation for highway safety purposes by the MS Office of Highway Safety; or the State, by formal agreement with appropriate officials of a political subdivision, State agency, or non-profit entities.
- ☐ It is mutually agreed and promised that the Sub-Grantee shall immediately notify the MS Office of Highway Safety, if any equipment purchased under this project ceases to be used in the manner set forth by the project agreement. In such event, Sub-Grantee further agrees to transfer or otherwise dispose of such equipment, as directed by the MS Office of Highway Safety.
- ☐ It is mutually agreed and promised by the Sub-Grantee that no equipment will be conveyed, sold, salvaged, transferred, etc., without the express written approval of the MS Office of Highway Safety.
- ☐ It is mutually agreed and promised that the Sub-Grantee shall maintain, or cause to be maintained for its useful life, any equipment purchased under this project.
- ☐ Each Sub-Grantee of federal grant funds has a financial management system that complies with the minimum requirements of 2 CFR Part 200 (Super Circular).
- ☐ All equipment awarded in this project agreement must be ordered within ninety (90) days after project implementation. If unforeseen circumstances arise which prohibit this being accomplished, the MS Office of Highway Safety must be notified as to the reason for the delay and projected purchase date of the equipment.
- ☐ Property records must be maintained that include a description of the property, a serial number or other identification number, the source of the property, who holds the title, the acquisition date, cost of the property, percentage of Federal participation in the cost of the property, the location use and condition of the property and any ultimate disposition data including the data of disposal and sale price of the property.

- ☐ A physical inventory of the property must be taken and the results reconciled with the property records at least once every two (2) years for the useful life of the property.
- ☐ A control system must be developed to ensure adequate safeguards to prevent loss, damage or theft of the property. Any loss, damage or theft shall be investigated.
- ☐ Adequate maintenance procedures must be developed to keep the property in good and working condition.
- ☐ If the Sub-Grantee is authorized or required to sell the property, proper sales procedures must be established to ensure the highest possible return. Sale of items must be approved by the MOHS.
- ☐ Costs for equipment items are allowable only as part of a comprehensive program effort. All approved equipment must be included on the Federal Conformation Product List (CPL), where applicable. Approved equipment purchased with federal funds, must be in compliance of the Buy America Act (23 U.S.C. 313).
- ☐ Approved equipment with a purchase price of \$5,000.00, must be approved in writing from the National Highway Traffic Safety Administration, before the purchase of approved equipment purchased with federal funds.

IV. STAFFING

Positions covered by this project that are funded 100% or 2080 enforcement hours must be new positions. If staff of the Sub-Grantee agency is transferred to work on this project, the agency must replace the vacant position with a new hire. Salaries in this project are for the purpose of remuneration for personal services over and above the present manpower level of the agency. All positions require detailed activity documentation, as directed by MS Office of Highway Safety.

The Individual Officer(s) on this project is defined as an officer working enforcement at approximately 2080 hours at an approximate rate of pay per hour.

V. GENERAL PROJECT REQUIREMENTS

- A. ☐ Any change to out-of-state travel approved in the Grant Application, must have prior written approval by the MS Office of Highway Safety for changes. Requests for change should be submitted to the MS Office of Highway Safety not less than two (2) weeks before the intended date of travel on Agency letterhead.
- ☐ Out of State Travel - All federal funded **out of state travel** requires expenses incurred to be placed on the authorized travel voucher. All cost must be based on current state and federal policies.
 - ☐ In State Travel - All federal funded **in state travel** requires itemized receipts for expenses incurred, as well as the authorized travel voucher. All cost must be based on current state and federal policies.
 - ☐ In State Travel - Meals can only be claimed with an overnight hotel stay.
- B. ☐ The Mississippi Office of Highway Safety can only reimburse sub-grantees for grant funded activity. If a sub-grantee is on non-grant related activities for more than 15 minutes; after such time, they should revert to their own agency funding.
- C. ☐ No budget modification requests will be accepted by the MS Office of Highway Safety after **July 31st**. Any proposed changes in this Agreement that would result in changes in the scope, character, or complexity of the agreement, require a Letter and Budget Modification Request to the MS Office of Highway Safety. Changes to the Agreement will not be effective, until both parties have executed the modification.
- D. ☐ Sub-Grantee must submit any proposed agreements for contractual services to the MS Office of Highway Safety. Contractual Services must be submitted forty-five (45) days prior to acceptance, due to the fact that contracts **must have** review and approval by DPS and NHTSA.
- E. ☐ Any program income earned by projects financed in whole or in part with Federal funds must be documented and accounted for. Program income earned during the project period shall be retained by the

Sub-Grantee and used for project related expenses or to offset eligible expenses, with the approval of the MS Office of Highway Safety.

- F. ☐ Sub-Grantee **must complete** the Authorized Official or Local Government Resolution included within this Agreement, to accept on behalf of the agency that is represented in this Agreement for federal funding to defray the costs of the project described in the award. **Grant Agreements are not effective until both parties (MOHS and the Sub-Grantee) have fully executed (signed and dated) the Grant Agreement.**
- G. ☐ Sub-Grantee **must maintain** in the Agency grant file, the most current copy of the following policies with the Application for funding. If Agency does not have a current policy, please inform the MS Office of Highway Safety of the un-availability of the policy.
- ☐ Seat belt policy (Must Retain a Copy);
 - ☐ Warning citation policy (If Applicable);
 - ☐ Pursuit policy (Must Retain a Copy);
 - ☐ Checkpoint policy (If Applicable);
 - ☐ Saturation patrol policy (If Applicable); and
 - ☐ DUI enforcement policy (If Applicable)
 - ☐ Agency seat belt survey procedures must be provided if usage rate is identified as a performance measure within agreement (If Applicable)
- H. ☐ Sub-Grantee **must submit** to the MS Office of Highway Safety a copy of the following policy(s):
- ☐ Agency Payroll Schedule- Payroll period begin and payroll end dates & check date);
 - ☐ Agency Leave policy (personal, vacation, sick, holiday, and military); and
 - ☐ Agency Overtime Policy
 - ☐ Fiscal Control and Fund Accounting Procedures
 - ☐ Pursuit Policy (Law Enforcement Only)
 - ☐ In-Direct Cost Agreement (If Applicable)
- I. ☐ All training received under federal funded programs must be program related and the Sub-Grantee **must** maintain a copy of the certificate of completion and **must** be available for inspection in the Sub-Grantee grant file. A copy of the certificate of completion **must** be submitted to the MOHS for reimbursement of training expenses.
- J. ☐ A Property Inventory form **must** be completed for all equipment. All equipment cost exceeding \$1,000.00 and/or all computer equipment, will be tagged with a Department of Public Safety inventory control number. All equipment will be maintained on the MOHS inventory data base. All equipment purchased with grant funds must be available for inspection. A copy of the most current Property Inventory form must be available in the Agency's grant file.
- K. ☐ Implementation of Agreement: All Sub-Grantees **are required** to attend a mandatory grant implementation meeting. Failure to attend one (1) of the available mandatory grant implementation meetings will result in rescinding of the grant funds allocated for the project.
- L. ☐ Termination of Agreement:
- ☐ In the event of Sub-Grantee noncompliance with any of the provisions of this agreement, the MS Office of Highway Safety may terminate this Agreement by giving the Sub-Grantee a thirty (30) day notice. Before issuing notice of termination of this Agreement, the MS Office of Highway Safety, shall allow the Sub-Grantee a reasonable opportunity to correct noncompliance issues. For noncompliance with the

nondiscrimination section of this agreement or with any of the said rules, regulations or orders, this agreement may be canceled, terminated, or suspended in whole or in part.

- ☐ The Sub-Grantee may terminate its participation in this agreement by notifying and submitting the required closeout documentation to the MS Office of Highway Safety, thirty (30) days in advance of the termination date.
- ☐ Agreements: Unless otherwise authorized in writing by the MS Office of Highway Safety, the Sub-Grantee shall not assign any portion of the work to be performed under this Agreement, or execute any Agreement, amendment or change order thereto, or obligate itself in any manner with any third party with respect to its rights and responsibilities under this Agreement without the prior written concurrence of the MS Office of Highway Safety. Any subcontract under this Agreement must include all required and/or applicable clauses and provisions of this agreement.
- ☐ Sub-Grantee failure to meet all reporting, attendance at meeting(s), scheduled events and timely submission of reimbursement requests set forth in the Agreement by the MS Office of Highway Safety, may result in the withholding of reimbursement payments.

VI. UNALLOWABLE COST

Limitations and Conditions: The provisions stated in the following section are not intended to deny flexibility in supporting potential accident and injury reduction activities; however, the conditions do serve as a guide in describing costs that are **not allowable** for highway safety funding. See NHTSA Highway Safety Grant Funding Guidance.

The following are unallowable:

A. Unallowable Costs for Facilities and Construction:

- ☐ Highway construction, maintenance, or design other than design of safety features of highways incorporated into Roadway Safety guidelines
- ☐ Construction or reconstruction of permanent facilities, such as paving, driving ranges, towers and non-portable skid pads
- ☐ Highway safety appurtenances including longitudinal barriers (such as guardrails), sign supports (except as allowed under Allowable Costs with Conditions for selected Items, Part II.A.2.), luminaire supports, and utility poles (FHWA safety construction Federal-aid funds are available)
- ☐ Construction, rehabilitation, or remodeling for any buildings or structures or for purchase of office furnishings and fixtures;

Examples of office furnishings and fixtures

- | | | |
|-------------|------------------|--------------------------|
| • Chair | • Bookcase | • Portable Partition |
| • Table | • Filing Cabinet | • Picture, Wall Clock |
| • Shelving | • Floor Covering | • Draperies and Hardware |
| • Coat Rack | • Office Planter | • Fixed Lighting/Lamp |

- ☐ Land (except for SAFETEA-LU Section 2010 and MAP-21 Section 405(f) motorcycle safety grant funds used to purchase a facility which includes the purchase of land upon which the facilities sit.)

B. Unallowable Equipment Costs:

- ☐ Fixed and portable truck scales (Motor Carrier safety program funds are available for truck scales)
- ☐ Traffic signal preemption systems (FHWA Federal-aid highway program funds are available for traffic signal preemption systems)
- ☐ Automated traffic enforcement systems may not be purchased, operated, or maintained with Section 402 funds (including MAP-21 Section 405(b) High Seat Belt Use Rate funds, 405(d) Ignition Interlock

funds, 405(e) Distracted Driving funds, and 405(g) GDL funds, in which a State has been approved to use for any eligible project or activity under 23 USC 402). (23 CFR Part 1300.13(c)).

- ☐ Radars or other speed measuring devices using MAP-21 Section 405-Impaired Driving Countermeasures and SAFETEA-LU Section 410 Alcohol Impaired Driving Countermeasures grant funds.

C. Unallowable Training Costs:

- ☐ Training of employees of Federal civilian and Federal military agencies. Note: Training for Department of the Interior personnel who are assigned Section 402 responsibilities is covered under the 5 percent administrative allowance.
- ☐ An individual's salary while pursuing training (except when the individual's salary is already supported with highway safety funds under an approved project).
- ☐ Overtime for police officers attending drug recognition expert training.

D. Program Administration:

- ☐ General costs of government. For States, local governments and Indian Tribes, the general costs of government are unallowable (except as provided in § 200.475 Travel. Reference 2 CFR § 200.444 and 2 CFR § 200.475).
- ☐ NHTSA highway safety grant funds used to defray expenses incurred or sought to be incurred for activities of Federal civilian or military agencies or employees. For Department of the Interior, personnel expenditures for the Section 402 program are covered under the five percent administrative allowance.
- ☐ Alcoholic beverages for any consumption purposes or techniques for determining driver impairment are not allowable (See Part III, D.3.). Reference 2 CFR § 200.423.
- ☐ Drug impaired activities, equipment and drug impaired training is not allowable using Sections 154/164 funds.

E. Lobbying:

- ☐ Federal - the cost of influencing the U.S. Congress and Federal agency officials for activities associated with obtaining grants, contracts, cooperative agreements or loans.
- ☐ State and Local-No Federal funds may be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., grassroots) lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds to engage in direct contact with State or local legislative officials, in accordance with customary State practice, even if it urges legislative officials to favor or oppose the adoption of a specific pending legislative proposal. (23 CFR Part 1300)

F. Additional Items Unallowable:

- ☐ Cell phones and guns are **not** allowable for purchase with these funds under any circumstances.
- ☐ Costs for equipment purchases exceeding \$5,000.00, must have prior approval from NHTSA. The MS Office of Highway Safety will obtain the approval letter and provide a copy to the Sub-Grantee.
- ☐ Where major multi-purpose equipment is to be purchased, costs shall be factored, based on utilization for highway safety purposes.
- ☐ Costs for the following equipment items are allowable only if a part of a comprehensive program effort. All allowable equipment must be included on the Federal Conformation Product List (CPL):
 - (1) ☐ Police traffic radar and other speed measuring devices used by the police (devices must meet the recommended federal guidelines);
 - (2) ☐ Alcohol testing; and

(3) Mobile video systems.

- ☐ The cost of training is allowable using DOT/NHTSA developed, equivalent, or endorsed curriculum. Documentation must be provided in order to receive reimbursement for a Individual Officer's salary for training. MOHS will reimburse an officer's salary, as long as the proper documentation is submitted such as a Certificate of Completion or Certificate of Attendance.
- ☐ Development costs of new training curriculum and materials are allowable, if they will not duplicate materials already developed for similar purposes by DOT/NHTSA or by other states. This does not preclude modifications of present materials necessary to meet particular state and local instructional needs.
- ☐ Costs are **not** allowable to pay for an employee's salary while pursuing training, nor to pay the salary of the employee's replacement except where the employee's salary is supported 100% under an approved project.
- ☐ All training **must be** included within the grant Agreement. Only DUI (Alcohol) training is allowed under alcohol funding. Occupant protection training is allowed under occupant protection funding.
- ☐ Supplanting, includes: (a) replacing routine and/or existing State or local expenditures with the use of Federal grant funds and/or (b) using Federal grant funds for costs of activities that constitute general expenses required to carry out the overall responsibilities of State, local, or Federally-recognized Indian tribal governments.
- ☐ The MOHS **will not reimburse** for the assistance of providing training to law enforcement officers through specialized training activities, unless approved in the MOHS Agreement. Any training or training assistance that is claimed and not listed in the approved MOHS Agreement will not be reimbursed.
- ☐ Cost to purchase program advertising space in the mass communication media is **not** allowable for Sub-Grantees.

CERTIFICATIONS AND ASSURANCES
FEDERAL CERTIFICATIONS AND ASSURANCES

NONDISCRIMINATION
(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

The Sub-Grantee will comply with all Federal statutes and implementing regulations relating to Nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

- TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 (42 U.S.C. 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin) and 49 CFR part 21;
- THE UNIFORM RELOCATION ASSISTANCE AND REAL PROPERTY ACQUISITION POLICIES Act of 1970, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- FEDERAL-AID HIGHWAY ACT OF 1973, (23 U.S.C. 324 *et seq.*), AND TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- SECTION 504 OF THE REHABILITATION ACT OF 1973, (29 U.S.C. 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- THE AGE DISCRIMINATION ACT OF 1975, as amended, (42 U.S.C. 6101 *et seq.*), (prohibits discrimination on the basis of age);
- THE CIVIL RIGHTS RESTORATION ACT OF 1987, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, sub-recipients and contractors, whether such programs or activities are Federally-funded or not);

- TITLES II AND III OF THE AMERICANS WITH DISABILITIES ACT (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;
- EXECUTIVE ORDER 12898, FEDERAL ACTIONS TO ADDRESS ENVIRONMENTAL JUSTICE IN MINORITY POPULATIONS AND LOW-INCOME POPULATIONS (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations); and
- EXECUTIVE ORDER 13166, IMPROVING ACCESS TO SERVICES FOR PERSONS WITH LIMITED ENGLISH PROFICIENCY (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR 74087-74100).

The Sub-Grantee—

- Will take all measures necessary to ensure that no person in the United States shall, on the grounds of race, color, national origin, disability, sex, age, limited English proficiency, or membership in any other class protected by Federal Nondiscrimination Authorities, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of its programs or activities, so long as any portion of the program is Federally-assisted;
- Will administer the program in a manner that reasonably ensures that any of its sub recipients, contractors, subcontractors, and consultants receiving Federal financial assistance under this program will comply with all requirements of the Non-Discrimination Authorities identified in this Assurance;
- Agrees to comply (and require any of its sub recipients, contractors, subcontractors, and consultants to comply) with all applicable provisions of law or regulation governing US DOT's or NHTSA's access to records, accounts, documents, information, facilities, and staff, and to cooperate and comply with any program or compliance reviews, and/or complaint investigations conducted by US DOT or NHTSA under any Federal Nondiscrimination Authority;
- Acknowledges that the United States has a right to seek judicial enforcement with regard to any matter arising under these Non-Discrimination Authorities and this Assurance;
- Agrees to insert in all contracts and funding agreements with other State or private entities the following clause:
 - “During the performance of this contract/funding agreement, the contractor/funding recipient agrees—
 - a. To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time;
 - b. Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in appendix B of 49 CFR part 21 and herein;
 - c. To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT or NHTSA;
 - d. That, in event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part; and

e. To insert this clause, including paragraphs (a) through (e), in every subcontract and sub agreement and in every solicitation for a subcontract or sub-agreement that receives Federal funds under this program.

POLITICAL ACTIVITY (HATCH ACT)

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

The Sub-Grantee will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

CERTIFICATION REGARDING FEDERAL LOBBYING

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. ☐ No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. ☐ If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
3. ☐ The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

RESTRICTION ON STATE LOBBYING

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any

State or local legislative body. Such activities include both direct and indirect (e.g., “grassroots”) lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

Instructions for Primary Certification (Sub-Grantees)

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective primary tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary tier participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
4. The prospective primary tier participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms *covered transaction*, *civil judgment*, *debarment*, *suspension*, *ineligible*, *participant*, *person*, *principal*, and *voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary tier participant further agrees by submitting this proposal that it will include the clause titled “Instructions for Lower Tier Certification” including the “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction,” provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.

8. ☐ A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to check the System for Award Management Exclusions website (<https://www.sam.gov>)
9. ☐ Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. ☐ Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency may terminate the transaction for cause or default.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters—Primary Tier Covered Transactions

- (1) The prospective primary tier participant certifies to the best of its knowledge and belief, that it and its principals:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;
 - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of record, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.
- (2) Where the prospective primary tier participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Lower Tier Certification

1. ☐ By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. ☐ The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal

government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

3. ☐ The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. ☐ The terms *covered transaction*, *civil judgment*, *debarment*, *suspension*, *ineligible*, *participant*, *person*, *principal*, and *voluntarily excluded*, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. ☐ The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department of agency with which this transaction originated.
6. ☐ The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled “Instructions for Lower Tier Certification” including the “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction,” without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
7. ☐ A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov>).
8. ☐ Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. ☐ Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transactions

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in covered transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

BUY AMERICA ACT

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

The Sub-Grantee and each sub recipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or sub recipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the Sub-Grantee must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)

The Sub-Grantee and each sub recipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

MS OFFICE OF HIGHWAY SAFETY CERTIFICATIONS AND ASSURANCES

Alcohol/Impaired Driving/Occupant Protection/Police Traffic Services/ Law Enforcement Liaison (LEL) Coordination and High Visibility Enforcement (HVE) Participation Compliance **(Applies only to Law Enforcement Sub-Grantees)**

Law enforcement agencies funded with Federal Highway Safety funds administered by the MS Office of Highway Safety for the purpose of LEL Coordination and HVE Enforcement Participation must comply with the following:

1. Sub-Grantee with a LEL Network Coordinator Grant **must hold** a LEL Troop Network meeting to promote State/County/Local networking for the national blitz campaigns, blitz reporting, and PI&E efforts. **(LEL Coordination Sub-Grantees Only)**
2. Sub-Grantee with a LEL Network Coordinator Grant **must allow** the LEL network coordinators to assist the MS Office of Highway Safety in promoting and gathering statistics from the NHTSA national blitz campaigns. **(LEL Coordination Sub-Grantees Only)**
3. Sub-Grantee **must engage** in three (3) sustained enforcement blitz periods during the national campaigns for Christmas/New Year's, Memorial Day, and the Labor Day Holiday by conducting checkpoints and/or saturation patrols.

4. Sub-Grantee **must** engage in two (2) sustained enforcement blitz periods during Super Bowl Sunday, 4th of July Holiday Period, and any additional sustained enforcement periods coordinated by the MOHS by conducting checkpoints and/or saturation patrols during the state campaigns.
5. For each of the national blitz campaigns, Sub-Grantee **must maintain** relevant statistics and **submit** a mobilization form reporting the total number of checkpoints, saturation patrols, arrests and other citations/relevant statistics by the MOHS required deadline. Failure to comply with this requirement may result in delay of reimbursement payments.
6. Sub-Grantee **is required** to generate earned media (example: press conference, TV, radio, social media or print news articles) before, during, or after High Visibility Enforcement (HVE) state and national campaign events and must submit documentation with each activity report.
7. Law Enforcement Sub-Grantees **will use** the following criteria to help identify locations in each city/county for intensified enforcement including checkpoints and saturation patrols.
 - ☐ Unusual incidents of alcohol/ drug related crashes/fatalities;
 - ☐ Alcohol/ drug impaired driving violations;
 - ☐ Unusual number of nighttime single vehicle crashes/fatalities (Impaired, Unbelted and Speed);
 - ☐ Any other documented alcohol/ drug related vehicular incidents;
 - ☐ Citation data related to restrained and unrestrained occupants;
 - ☐ Unusual incidents of unbelted crashes/fatalities
 - ☐ Seatbelt/Child restraint violations;
 - ☐ Unusual incidents of teen crashes/fatalities; and
 - ☐ Unusual incidents of speed crashes/fatalities.

DUI/Impaired Enforcement Compliance

(Applies only to Sub-Grantees funded with Impaired Driving (405d), Alcohol (154) funds, and/or any Police Traffic Service (402) funds used for Impaired Driving and/or Alcohol enforcement)

Law enforcement agencies funded with Federal Highway Safety funds administered by the MS Office of Highway Safety for the purpose of DUI/Impaired Enforcement must comply with the following:

1. Sub-Grantee **agrees and commits** to have the Individual Officer(s) (if applicable) and/or other officers assigned to work DUI/Impaired overtime to engage their efforts during peak hours when most impaired drivers are likely driving under the influence.
 - ☐ Individual DUI/Impaired Officer(s) shift hours **will include 4:00 p.m. and no later than 7:00 a.m. and will include Thursday, Friday, Saturday and Sunday.**
 - ☐ Overtime hours for DUI/Impaired Enforcement **will include 4:00 p.m. and no later than 7:00 a.m. and will include Thursday, Friday, Saturday, and Sunday.**

Proper justification may be requested by MOHS regarding **other dates or time periods** within the jurisdiction for needed enforcement outside the above shifts.

2. ☐ Specific DUI/Impaired activities in which the DUI/Impaired officer(s) (if applicable) and/or other officers working overtime **will include** checkpoints, saturation patrols and other impaired driving enforcement activities as designated.
3. ☐ The Sub-Grantee **will engage** in national campaigns endorsed by the National Highway Traffic Safety Administration.
4. ☐ The Sub-Grantee **will engage** in **all** activities as described in the High Visibility Enforcement (HVE) Participation Compliance.
5. The Sub-Grantee **will engage** in sustained enforcement blitz periods during Super Bowl Sunday, 4th of July Holiday Period, and any additional sustained enforcement periods coordinated by the MOHS by conducting checkpoints and/or saturation patrols during the state campaigns.
6. The Sub-Grantee **will generate** earned media (example: press conference, TV, social media, radio or print news articles) either before, during, or after High Visibility Enforcement (HVE) national campaign events and must submit documentation with each quarterly report.

Occupant Protection/Police Traffic Services
High Visibility Enforcement (HVE)

Applies only to Sub-Grantee funded with 402 (OP), 402(PTS) or 405(B)

Law enforcement agencies funded with Federal Highway Safety funds administered by the MS Office of Highway Safety for the purpose of Occupant Protection/Police Traffic Service Enforcement must comply with the following:

1. Sub-Grantee funded under a 402/405(b) Occupant Protection/Police Traffic Services Federal grant funds **must participate** in the National Click It or Ticket Campaign Mobilization and Child Passenger Safety week.
2. Sub-Grantee **will submit** forms containing the number of child restraint/safety belt citations, etc. and **submit** by the reporting deadline set forth by the MS Office of Highway Safety for the National Click It or Ticket Campaign. Failure to comply with this requirement may result in the delay of reimbursement payments.
3. Sub-Grantee **will generate** earned media (example: press conference, TV, social media, radio or print news articles) either before, during, or after High Visibility Enforcement (HVE) national campaign events and must submit documentation with each activity report.

Audit Requirements:

Law enforcement, state, local, non-profit agencies funded with Federal Highway Safety funds administered by the MS Office of Highway Safety for the purpose of grant activity must comply with the following (2 CFR§200.501):

(a) *Audit required.* A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year in accordance with the provisions of this part.

(b) *Single audit.* A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single audit conducted in accordance with §200.514 Scope of audit except when it elects to have a program-specific audit conducted in accordance with paragraph (c) of this section.

(c) *Program-specific audit election.* When an auditee expends Federal awards under only one Federal program (excluding R&D) and the Federal program's statutes, regulations, or the terms and conditions of the Federal award do not require a financial statement audit of the auditee, the auditee may elect to have a program-specific audit conducted in accordance with §200.507 Program-specific audits. A program-specific audit may not be elected for R&D unless all of the Federal awards expended were received from the same Federal agency, or the same Federal agency and the same pass-through entity, and that Federal agency, or pass-through entity in the case of a sub recipient, approves in advance a program-specific audit.

(d) *Exemption when Federal awards expended are less than \$750,000.* A non-Federal entity that expends less than \$750,000 during the non-Federal entity's fiscal year in Federal awards is exempt from Federal audit requirements for that year, except as noted in §200.503 Relation to other audit requirements, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and Government Accountability Office (GAO).

(e) *Federally Funded Research and Development Centers (FFRDC).* Management of an auditee that owns or operates a FFRDC may elect to treat the FFRDC as a separate entity for purposes of this part.

(f) *Sub-recipients and Contractors.* An auditee may simultaneously be a recipient, a sub recipient, and a contractor. Federal awards expended as a recipient or a sub recipient are subject to audit under this part. The payments received for goods or services provided as a contractor are not Federal awards. Section §200.331 Sub recipient and contractor determinations sets forth the considerations in determining whether payments constitute a Federal award or a payment for goods or services provided as a contractor.

(g) *Compliance responsibility for contractors.* In most cases, the auditee's compliance responsibility for contractors is only to ensure that the procurement, receipt, and payment for goods and services comply with Federal statutes, regulations, and the terms and conditions of Federal awards. Federal award compliance requirements normally do not pass through to contractors. However, the auditee is responsible for ensuring compliance for procurement transactions which are structured such that the contractor is responsible for program compliance or the contractor's records must be reviewed to determine program compliance. Also, when these procurement transactions relate to a major program, the scope of the audit must include determining whether these transactions are in compliance with Federal statutes, regulations, and the terms and conditions of Federal awards.

(h) *For-profit sub recipient.* Since this part does not apply to for-profit sub recipients, the pass-through entity is responsible for establishing requirements, as necessary, to ensure compliance by for-profit sub recipients. The

agreement with the for-profit sub recipient must describe applicable compliance requirements and the for-profit sub recipient's compliance responsibility. Methods to ensure compliance for Federal awards made to for-profit sub recipients may include pre-award audits, monitoring during the agreement, and post-award audits. See also §200.332 Requirements for pass-through entities.

Sub-Grantees are required to provide a copy of the jurisdiction/agency(s) most recent financial audit with the submission of the Grant Application. If the agency receives an updated audit during the grant year, the agency is required to provide a copy of the audit to the MOHS.

STATE CERTIFICATION AND ASSURANCE

**CERTIFICATION AND STANDARD ASSURANCE REQUIREMENT FOR:
(APPLIES TO SUB RECIPIENTS AS WELL AS SUB-GRANTEES)**

CONCERNING: STATE, COUNTY AND LOCAL EMERGENCY RESPONSE AND VEHICULAR PURSUIT POLICIES

When truly applicable and in full cooperation with the MS Office of Highway Safety, all grant and/or Sub-Grantee recipients (regardless of the type of entity or the amount awarded) must show substantial compliance with the following statutory requirement: On or after January 1, 2005, each state, county and local law enforcement agency that conducts emergency response and vehicular pursuits shall adopt written policies and training procedures that set forth the manner in which these operations shall be conducted. Each law enforcement agency may create its own policies or adopt an existing model. All pursuit policies created or adopted by any law enforcement agency must address situations in which police pursuits cross over into other jurisdictions. Law enforcement agencies which do not comply with the requirements of this provision are subject to the withholding of any state funding or state administered federal funding.

MS Code Annotated § 45-1-43, effective from and after July 1, 2004.

The obligation of a Sub-Grantee is to formulate, implement, and maintain certain written pursuit policies and training procedures which specifically set forth how these operations shall be conducted in accordance with State law. Note that "recipient" means any state, county or local law enforcement agency that conducts emergency response and vehicular pursuits and which may also receive any state funding or state administered federal funding.

A true copy of the law enforcement agency's emergency response and vehicular pursuit policy with pertinent training procedures must be retained in the agency grant file and be available for review. However, when otherwise allowed to submit an alternative for the required documentary confirmation, recipient must specifically identify and acknowledge the use of viable pertinent policies and training procedures, as these factors may be especially expressed through an appropriate letter or timely memorandum of understanding. All relevant information submitted or received by the MOHS, becomes an actual documented part of the grant documentation and thus will be placed within the MOHS master file for grants.

During any occurrence or time period for application, selection, award, implementation or close out of a grant or an award, if the grantee, Sub-Grantee, or recipient does not show compliance with the statute emphasized above, the grantee, Sub-Grantee or recipient is subject to the withholding of any state funding or state administered federal funding. Failure of grantee, Sub-Grantee or recipient to communicate the relevant policy that is required by statute may lead to adverse cost adjustment, disallowance of costs and/or recovery of

pertinent project funds. Such recovery may be accomplished on the basis of offset levied against any and all advanced funding, requests for reimbursements, or award of funds.

As the Authorized Official for, _____ **(Sub-Grantee Name)**, I certify by my signature below, that I have fully read and I am cognizant of our duties and responsibilities under the emergency response and vehicular pursuit policies statute. Therefore, I hereby comply with this Certification and Standard Assurance requirement by retaining true copy of the applicable state, county or local emergency response and vehicular pursuit policies with training procedures which are pertinent to this organization. A copy of the vehicular pursuit policy must be maintained in the Sub-Grantee agency grant file.

Authorizing Official's Signature
(Mayor, Board President, Commissioner, Director)

Date

Print Authorizing Official's Name

Authorizing Official's Title

ASSURANCE OF UNDERSTANDING REQUIREMENT FOR SUB-GRANTEES:

This original signed form (blue ink only) must be returned to the MS Office of Highway Safety, within forty-five (45) days of receiving the attached grant award letter.

As the Authorized Official for, _____ **(Sub-Grantee Name)**, I certify by my signature below, that I have fully read and am cognizant of our duties and responsibilities under this requirement. I acknowledge by my signature below, that I understand that the Grant Agreement is not effective until both parties (MOHS and Authorized Official) have signed, dated and fully executed the Grant Agreement.

As the Authorized Official, my signature below assures that Federal funds will not be used to supplant State or local funds and that Federal funds will be used to supplement existing funds for program activities and not to replace those funds which have been appropriated for the same purpose.

Therefore, the Agency, I represent agrees to comply and adhere to all Federal, State and MS Office of Highway Safety Certifications and Assurances and their conditions.

Authorizing Official's Signature
(Mayor, Board President, Commissioner, Director)

Date

Print Authorizing Official's Name

Authorizing Official's Title

LOCAL GOVERNMENTAL RESOLUTION AGREEMENT AND AUTHORIZATION TO PROCEED

WHEREAS, the _____
(Governing Body of Unit of Government)

Herein called the "SUB-GRANTEE" has thoroughly considered the problem addressed in the application (Program Source) 154 ALCOHOL and has reviewed the project described in the agreement; and

WHEREAS, under the terms of Public Law 89-564 as amended, the United States of America has authorized the Department of Transportation, through the Mississippi Office of Highway Safety to make federal contracts to assist local governments in the improvement of highway safety,

NOW THEREFORE BE IT RESOLVED BY THE _____
(Governing Body of Unit of Government)

IN THE JURISDICTION _____ MISSISSIPPI, THIS _____ Day of _____, 20 _____ AS

FOLLOWS:

1. That the project above is in the best interest of the Sub-Grantee and the general public.
2. _____ is authorized to accept, on behalf of the
(Name and Title of Representative)
Sub-Grantee, an award in the form prescribed by the MS Office of Highway Safety for federal funding in the amount of \$ _____ to be made to the Sub-Grantee defraying the cost
(Federal Dollar Requested)
of the project described in the award.
3. One original or certified copy of this resolution must be included as part of the award referenced above.
4. That this resolution shall take effect immediately upon its adoption.

(If Applicable)

DONE AND ORDERED IN OPEN MEETING BY _____
(Chairman of Board/Mayor)

Alderman/Councilperson _____ offered the foregoing resolution and moved its adoption, which was seconded by Alderman/Councilperson _____ and, was duly adopted.

Date: _____

Seal (City/County Seal is required)

Attest: _____

By: _____
(Blue Ink)

Mississippi Office of Highway Safety Designation of Secondary Signatory Official

Pursuant to the MS Department of Public Safety's requirements that the signatory official is the only person authorized to sign official documentation in relation to the sub-grant, such as monthly financial cost reporting worksheets, the (agency/department name) _____ has authorized and approved (print designated secondary signatory official name) _____ to sign any/all forms related to this contract.

Upon approval of this request said person will then be **Responsible/Liable**, as the signatory official, for claims submitted by them to this agency. The approval of this request will allow this person to complete required documentation in the absence and/or on behalf of the signatory official.

Name: _____ Title: _____
(Designated Secondary Signatory Official)

Organization Name: _____

Mailing Address: _____

City: _____ Zip Code: _____

Telephone Number: () _____ Cellular Number: () _____

Email Address: _____

Signature of Designated Secondary Signatory Official: _____

Appointed by Authorizing Official: _____ Date: _____
(Mayor, Board President, Commissioner, Director) (Print Name)

Signature: _____ Title: _____
(Authorizing Official)

Mississippi Office of Highway Safety Fiscal Control and Fund Accounting Procedures

Federal regulations prohibit the commingling of Federal grant funds with funds from other sources and require grant recipients to maintain separate accounting over grant funds to ensure the funds are used for authorized purposes only. Federal grant funds cannot be commingled with general operating funds.

The Mississippi Office of Highway Safety has established the following criteria that must be met by all agencies receiving MOHS funds:

All recipients of MOHS funds are required to follow the federal regulations prohibiting the commingling of federal funds and maintain appropriate financial records that fully disclose the amount and disposition of MOHS funds received. Adequate record keeping includes financial documentation for disbursements.

All recipients of MOHS funds will follow the requirement above, establish and maintain both fiscal and program controls and funds accounting procedures acceptable to the Mississippi Office of Highway Safety, to assure the proper expenditure and disbursement of all funds and for program management and execution. Books and records will be kept and maintained until audited by the MOHS, federal granting agency, Office of the Inspector General, or any other agency requesting records, who shall have the right to access to any pertinent books, documents, papers, or other records of the sub-grantee, which are pertinent to the award, in order to make audits, examinations, excerpts and transcripts. The rights to access are limited to the required retention period, but last as long as the records are retained (Reference 2CFR 200.337). Records must be maintained for a period of at least three years. Before destruction of any record, written approval must be obtained from the Mississippi Office of Highway Safety. These records include, but are not limited to:

- ☐ Financial report covering expenditures of the grant
- ☐ General ledger, cash receipts journals, cash disbursements journals, and other subsidiary records
- ☐ Approved budget and subsequent modifications
- ☐ Indirect cost allocation plans
- ☐ All invoices, billings, and reporting worksheets
- ☐ All personnel records of individuals paid with grant funds, including time sheets,
- ☐ wage authorization, tax withholdings forms, employment applications and other relevant data
- ☐ Inventory records for all property purchased with grant funds showing acquisition data, cost of property, identification number, bid information, and the use of the property
- ☐ Bank statements and reconciliations;
- ☐ Internal and external audit reports and project evaluation

We have read and understand all Fiscal Control and Fund Accounting Procedures as shown above and agree to comply with these conditions in the operation of the grant.

**Authorizing Official's Signature
(Mayor, Board President, Commissioner, Director)**

Date

Print Authorizing Official's Name

Authorizing Official's Title



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

AGENDA ITEM DEPT.: Police
AGENDA DATE: 08-16-22
PAGE: 1 of 28

SUBJECT: The Starkville Police Department is requesting permission to accept and enter into a grant agreement with the State of Mississippi, Department of Public Safety, Justice Assistance Grant. The award for funding is for \$25,000.00 in overtime and \$50,984.00 in equipment. The allowed equipment is an automated license plate reader and digital forensic mobile data imager.

AMOUNT & SOURCE OF FUNDING: \$75,984.00 reimbursable through the JAG – Hot Spot Grant. 100% reimbursable grant.

FISCAL NOTE:

AUTHORIZATION HISTORY: Yearly Grant Funding

**REQUESTING
DEPARTMENT:** Starkville Police Department

**DIRECTOR'S
AUTHORIZATION:** Chief M. Ballard

FOR MORE INFORMATION CONTACT: Corporal Christopher Jackson 662-323-4131

SUGGESTED MOTION:

Move approval for the Police Department to accept and enter into a grant agreement with the State of Mississippi, Department of Public Safety, Justice Assistance Grant. The award for funding is for \$25,000.00 in overtime and \$50,984.00 in equipment. The allowed equipment is an automated license plate reader and digital forensic mobile data imager.



STATE OF MISSISSIPPI
DEPARTMENT OF PUBLIC SAFETY
DIVISION OF PUBLIC SAFETY PLANNING

TATE REEVES
GOVERNOR

SEAN J. TINDELL
COMMISSIONER

August 1, 2022

Lynn Spruill, Mayor
City of Starkville
101 E. Lampkin Street
Starkville, MS 39759

Subject: Project Number: **21HS2311**
Program: Justice Assistance Grant (JAG)
Effective Date: August 1, 2022

Dear Mayor Spruill:

We are pleased to inform you that the Division of Public Safety Planning has approved your subgrant application for the **MS Justice Assistance Grant (JAG)** in the amount of **\$75,984.00**.

Enclosed are the following contractual items. Please read these documents to determine your requirements under the subgrant.

1. Subgrant Signature Sheet
2. Budget Summary - *initial*
3. Cost Summary Support Sheet – *initial*
4. OJP JAG Statement of Special Conditions – *initial all sheets*
5. OJP Subgrant Standard Assurances (*Attachment A*)
6. Certification of Equal Employment Opportunity (*Attachment B*)
7. Federal Civil Rights Compliance Checklist (*Attachment C-1*)
8. Civil Rights Training Certificate (*Attachment C-2*)
9. Discrimination Complaint Policy and Procedures (*Attachment E*)
10. Certification Regarding Debarment (*Attachment F*)
11. Certification Regarding Lobbying (*Attachment G*)
12. Match Certification (*Attachment H*)
13. Copy of Current CCR Registration
14. Return Document Checklist

We particularly want to bring to your attention the requirement that items 1 – 13 (*with the exception of item #10*) should be signed or initialed in blue ink and returned to the Department of Public Safety Planning immediately. Please retain a copy for your files. If there are any questions concerning this award, please contact Sharon Nguyen at (601) 977-3756.

Sincerely,

Emberly K. Holmes
Office Director

JAG AWARD PACKET RETURN CHECKLIST

Please check the list below against the items you are returning to ensure that all pertinent information is enclosed. **Do not return Attachment E. It is intended as an example of what complaint policies and forms should look like.**

- ☐ One Signature Sheet signed in blue ink.
- ☐ Budget Summary Sheet (initialed)
- ☐ Cost Summary Sheet (initialed)
- ☐ OJP JAG Statement of Special Conditions
- ☐ OJP Sub-grant Standard Assurances (Attachment A)
- ☐ Certification of Equal Employment Opportunity (Attachment B)
- ☐ Federal Civil Rights Compliance Checklist (Attachment C-1)
- ☐ Civil Rights Training Certification Form (Attachment C-2)
(Civil Rights PowerPoint Included)
- ☐ Discrimination Complaint Policies and Procedures (Attachment E) **Please do not return**
- ☐ Certification Regarding Debarment (Attachment F)
- ☐ Certification Regarding Lobbying (Attachment G)
- ☐ Match Certification (Attachment H)
(only if applicable to your agency)
- ☐ Document Return Checklist

All of the above award documents (**signed in blue ink**) are enclosed and returned by:

Sub-grant Contact Person

Date

**Division of Public Safety Planning
SUBGRANT SIGNATURE SHEET**

Office of Justice Programs
1025 NorthPark Drive
Ridgeland, Mississippi 39157
(601) 977-3700

1. Subgrantee's Name, Address, & Phone Number: City of Starkville 101 E. Lampkin St Starkville, MS 39759 Cpl. Christopher Jackson 662-769-4425 c.jackson@cityofstarkville.org	2. Effective Date: August 1, 2022 3. Subgrant Number: 21HS2311 4. Grant Identifier: 15PBJA-21-GG-00251-MUMU (Funding Source & Year) 5. Beginning & Ending Dates: 08/01/2022—07/31/2023 6. Subgrant Payment Method: ☒ Cost Reimbursement ☐ Other	
7. The following funds are obligated:		
Budget Category	Source of Funds	Total Program Budget
	Federal % State/Local % In-Kind %	
Personnel	\$ 25,000.00	\$ 25,000.00
Fringe Benefits		
Equipment	\$ 50,984.00	\$ 50,984.00
Travel		
Operating Expenses		
Contractual Services		
Miscellaneous		
Indirect Costs		
TOTAL	\$ 75,984.00	\$ 75,984.00
8. The subgrantee agrees to operate the program outlined in this subgrant in accordance with all the provisions of this subgrant as included herein. The following sections are attached and incorporated into this agreement. JAG Statement of Special Conditions Attachment A – Standard Assurances Attachment C – Civil Rights Compliance Checklist Attachment E – Discrimination Complaint Policies Attachment G – Certification Regarding Lobbying Attachment B – EEOC Certification Attachment C-2 – Civil Rights Training Certification Attachment F – Certification Regarding Debarment Attachment H – Match Certification Form		
AGENCY APPROVAL	SUBGRANTEE ACCEPTANCE	
9. Typed Name & Title of Approving DPSP Official: Emberly K. Holmes Office Director	10. Typed Name & Title of Authorized Subgrantee Official: Lynn Spruill Mayor, City of Starkville	
11. Signature of DPSP Official: Date: 	12. Signature of Authorized Subgrantee Official: Date: 	

PUBLIC SAFETY PLANNING BUDGET SUMMARY

1. Applicant Agency: City of Starkville Police Department					
2. Subgrant Number	3. Grant Identification Number	4. Beginning Date	5. Ending Date		
21HS2311	15PBJA-21-GG-00251-MUMU	08/01/2022	07/31/2023		
6. Submitted as part of (Check One):	A. Funding Request: X	B. Modification Number:	C. Modification Effective Date:		
Funding Sources					
7. For DPSP Use Only	8. Activity	Federal	State	Program Income	Other (Local-Private)
	Byrne/JAG Hot Spots Policing Program	\$ 75,984.00			
TOTAL		\$ 75,984.00			\$ 75,984.00

PUBLIC SAFETY PLANNING COST SUMMARY SUPPORT SHEET

1. Applicant Agency: City of Starkville Police Department					Page 1 of 1
2. Subgrant Number	3. Grant Identifier Number	4. Beginning Date	5. Ending Date		
21HS2311	15PBJA-21-GG-00251-MUMU	08/01/2022	07/31/2023		
6. Activity: JAG Hot Spots Policing Program					
7. FOR DPSP USE ONLY	8. Category	10. Description of Item and/or Basis for Evaluation		11. Budget	
9. Line Item		Federal	All Other	Total	
PERSONNEL	Overtime for Police Officers - (not to exceed 1000 hrs. @ \$25.00 per hr)	\$ 25,000.00		\$ 25,000.00	
EQUIPMENT	Automated License Plate Reader \$ 22,989.00 Digital Forensic Extraction/Analysis software \$ 27,995.00			\$ 50,984.00	
TOTAL		\$ 75,984.00		\$ 75,984.00	



Mississippi Department of Public Safety Planning Office of Justice Programs (OJP) JAG Standard Award Policy and Special Conditions

Pursuant to subgrantee management policies, the following special conditions are mandatory and are hereby made a part of this subgrant award:

Acceptance Procedures - The Subcontract Signature Sheet constitutes the operative document obligating and reserving Federal funds for use by the subgrantee in execution of the program or project covered by the award. Such obligation may be terminated without further cause if the subgrantee fails to affirm its timely utilization of the grant by signing and returning the signed acceptance to the Division of Public Safety Planning (DPSP) **WITHIN 21 DAYS** from the date of award. No federal funds shall be disbursed to the recipient until the signed acceptance has been received.

The recipient agrees to sign and submit the following forms along with the Subcontract Signature Sheet:

- Budget and Cost Summary Sheets – (each sheet initialed)
- FY 2021 Certification & Assurance by Chief Executive of the Applicant Government
- OJP JAG Statement of Special Conditions
- Subgrant Standard Assurances (attachment A)
- Nondiscrimination and Equal Employment Opportunity (attachment B)
- Civil Rights Certification Form Check List (attachment C)
- Certificate of Exemption for Hiring Practices (attachment D)
- Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions (attachment F)
- Certification Regarding Lobbying (attachment G)
- Match Verification Requirement Form (attachment H)

The recipient also, agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.

www.ojp.gov

Special Cancellation Condition for Subgrantees:

- (1) **Commencement with 60 Days.** If a project is not operational within 60 days of the original starting date of the grant period, the subgrantee must report by letter to the DPSP the steps taken to initiate the project, the reasons for the delay, and the expected starting date.
- (2) **Operational within 90 Days.** If a project is not operational within 90 days of the original starting date of the grant period, the subgrantee must submit a



Mississippi Department of Public Safety Planning Office of Justice Programs (OJP) JAG Standard Award Policy and Special Conditions

second statement to the DPSP explaining the implementation delay. Upon receipt of the 90-day letter, the DPSP may cancel the project and request redistribution of the funds to other project areas. The DPSP may also, where extenuating circumstances warrant, extend the implementation date of the project past the 90-day period. When this occurs, the appropriate subgrant files and records must so note the extension.

Modifications to the Original Subcontract - Budget modifications request must be submitted in writing with a detailed justification and budget revision. Sub grantees are limited to three (3) per modifications per cycle. All changes or revisions to the original approved contract must be approved by an authorized DPSP Program Director, prior to the action(s) being taken. The effective date of the modification is determined by the date the request is submitted to DPSP and approved by the specified program director. The final modification must be submitted 90 days prior to the award end date. Retro-active modifications or revisions will not be granted.

Non-expendable Property Purchased with Grant Funds. Subgrantee agrees to submit a fully executed copy of an Equipment Control Sheet (attached) listing all non-expendable property purchased with grant funds. The Equipment Control Sheet should be submitted to the DPSP no later than ten (10) working days after the last item of non-expendable property is received.

Subgrantee agrees to notify the DPSP of all lost, stolen, or damaged property and shall submit within five (5) working days a detailed narrative of the incident, a copy of the police report, and any measures taken to resolve the problem. Subgrantee agrees not to loan, transfer, or liquidate property under any circumstances, unless prior approval is given by an appropriate designated OJP official. (refer to OJP Financial Guide)

Project Reporting Requirements: The recipient agrees to submit **Monthly** Project Narrative and **Monthly** reimbursement reporting worksheets with supporting documents to the DPSP, Office of Justice Programs, no later than ten (10) working days after the end of each month. The recipient agrees to provide information on the activities supported and an assessment of the effects that the grant funds have had on the project. Failure to submit in a timely manner could result in the de-obligation of the subgrantee award and/or discontinuing future funding under this program.

BJA strongly encourages the recipient to submit annual (or more frequent) JAG success stories at JAG.Sowcase@ojp.usdoj.gov or via the online form at <http://www.bja.gov/contactus.aspx>. JAG success stories should include the name and location



Mississippi Department of Public Safety Planning Office of Justice Programs (OJP) JAG Standard Award Policy and Special Conditions

of program/project point of contact with phone number and e-mail; amount of JAG funding received and in which fiscal year; and a brief summary describing the program/project and its impact.

Prior Approval for Travel Request

Subgrantee agrees to request in writing prior approval to attend any related training or conferences within 45 days of the event. Such training should be program related. Travel request should identify those who will be in attendance, a detailed budget of the estimated cost and contain a justification for the training. When seeking reimbursement all receipts must be submitted to reflect the cost of the assigned trip such as: hotel receipts minus any incidentals outside of the room cost, meal receipts, parking receipts, transposition receipts, gas receipts, (1) baggage receipt per traveler and any other approved travel cost's associated.

Use of Federal Funds - The recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without written approval of DPSP.

JAG – Subrecipient DHS question requirement

The sub-recipient agrees to obtain a properly executed certification of compliance with 8 U.S.C. 1373 along with responses to the questions identified in the program solicitation as “Information regarding Communication with the Department of Homeland Security (DHS) and/or Immigration and customs enforcement (ICE), and that certification and question responses have been submitted to BJA and BJA approves the subaward or that certification and question responses have been submitted to BJA and 30 days have passed since the submission without a denial from BJA.

Separate Tracking and Reporting of grant funds and outcomes - The recipient agrees to track, account for, and report on all funds from this award (including specific outcomes and benefits attributable to the project) and from all other funds, including DPSP award funds from non-federal awards awarded for the same or similar purposes or programs.

Accordingly, the accounting systems of the recipient and all subrecipients must ensure that funds awarded are not commingled with funds from any other source. The recipient further agrees that all personnel whose activities are to be charged to the award will maintain monthly timesheets and will document hours worked activities related to this award and non-related activities on the activity sheet.



Mississippi Department of Public Safety Planning Office of Justice Programs (OJP) JAG Standard Award Policy and Special Conditions

Audit Requirements - The recipient agrees to comply with the organizational audit requirements as established by the Office of Management and Budget (OMB). One of the following will have specific information regarding your agency's audit requirements:

- a. OMB Circular A-128. Audits of State and Local Governments.
- b. OMB Circular A-133. Audits of Institutions of Higher Education and Other Non-profit Institutions.

All audit reports (initial and subsequent) shall be submitted no later than nine (9) months after the close of the Subgrantee's fiscal year.

Subgrantee Fiscal Year: _____ State (July - June)
(Check One) _____ Federal (October - September)
_____ Calendar (January - December)

The Office of Management and Budget (OMB) Circular A-133 requires a Single Audit for state and local governments as well as for non-profit organizations when federal expenditures are at least \$500,000. Please check below if you are required to have a Single Audit.

Single Audit Required: ____ Yes ____ No

Sub Awarding Federal Funds - The recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or subaward to either the Association of Community Organization for Reform Now (ACORN) or its subsidiaries.

Grantee Monitoring - The recipient understands that the OJP Programs will monitor a random selection of subaward projects under each specified program in accordance with all applicable statutes, regulations, OMB circulars, and program guidelines, including the OJP Financial Guide, and the applicable special conditions of this award. The OJP Programs will review the oversight of the grantees financial and programmatic activities, files and will monitor the specific outcomes and benefits attributable to the use of grant funds by subrecipients. In addition, the recipient agrees to submit, upon request, all documentation of its policies and procedures.

Subawards – DUNS and CCR for Reporting - The recipient agrees to submit with the award document, documentations of a valid DUNS profile and an active registration with the Central Contractor Registration (CCR) database. A printed copy of the DUNS and CCR is required for grant funding. If the CCR expires within the awarding cycle, the grantee agrees to



Mississippi Department of Public Safety Planning Office of Justice Programs (OJP) JAG Standard Award Policy and Special Conditions

submit an updated CCR no later than 15 days after the expiration date to the designated awarding program under the Office of Justice Programs.

System for Award Management – (SAM) – The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintain the currency of information in SAM.

Employment Eligibility Verification for hiring under the award – The recipient must ensure that, as part of the hiring process for any position within the United States that is or will be funded in whole or in part with award funds, the recipient properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1) and (2).

As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

Staff involved in the hiring process - For purposes of this condition, persons “who are or will be involved in activities under this award” specifically includes (without limitation) any and all recipient officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with award funds.

Employment eligibility confirmation with E-Verify - For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient may choose to participate in, and use, E-Verify (www.e-verify.gov), provided an appropriate person authorized to act on behalf of the recipient uses E-Verify and follows the proper E-Verify procedures, including in the event of a “Tentative Nonconfirmation” or a “Final Nonconfirmation”) to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

Rules of construction – The term “associate of the federal government” means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government – as an employee, contractor or subcontractor (at any tier), grant recipient (at any tier), agent or otherwise – in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake any such work project, or activity (or to provide such goods or services) in the future.



Mississippi Department of Public Safety Planning Office of Justice Programs (OJP) JAG Standard Award Policy and Special Conditions

Nothing in this condition shall be understood to authorize or require any recipient, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

Determination of suitability to interact with participating minors – The Department of Justice funding announcement, or an associated federal statute – that a purpose of some or all of the activities to be carried out under the award by the recipient is to benefit a set of individuals under 18 years of age. The recipient must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP website at <https://ojp.gov/funding/Explorer/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

Restrictions on "lobbying" - Federal funds awarded by OJP may not be used by the recipient either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913.

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352.

Imminent Breach of Personally Identifiable Information (PII) – The recipient must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

Requirements pertaining to prohibited conduct related to trafficking in persons – The recipient must comply with all applicable requirements (including requirements to report



Mississippi Department of Public Safety Planning Office of Justice Programs (OJP) JAG Standard Award Policy and Special Conditions

allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients or individuals defined as employees of the recipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP website at [https://ojp.gov/funding/Explore/ProhibitedConduct - Trafficking.htm](https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm) (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award), and are incorporated by reference here.

Misuse of award funds - The recipient understands and agrees that misuse of award funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under an award, and civil and/or criminal penalties.

Texting While Driving - Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving." 74 Fed. Reg. 51225 (October 1, 2009), the department encourages recipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant, and to establish workshop safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct - The recipient must promptly refer to the DPSP and DOJ-OIG any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either 1) submitted a false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. This condition also applies to any subrecipients. Potential fraud, waste, abuse, or misconduct should be reported to the DPSP by mail:

Mississippi Department of Public Safety Planning
Office of Justice Programs
1025 Northpark Drive
Ridgeland, Mississippi 39157
Contact 601-977-3700

or

e-mail: oig.hotline@usdoj.gov

Hotline: (in English/Spanish): (800) 869-4499 or Hotline fax: (202) 616-9881



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Conflict with Other Standard Terms and Conditions - The recipient understands and agrees that all other terms and conditions contained in this award, or in applicable OJP grant policy statements or guidance, apply unless they conflict or are superseded by the terms and conditions included here in that specifically implement the grant requirements. Recipients are responsible for contacting their grant managers for any clarifications.

Americans With Disabilities Act – The recipient hereby assures and certifies compliance with Subtitle A, Title II of the Americans With Disabilities Act (ADA) 42 U.S.C.12131-12124, which removes the barriers that deny individuals with disabilities an equal opportunity to share in and contribute to the vitality of American life. In other words, full participation in, and access to, all aspects for society.

Civil Rights: EEOP - The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.

Discrimination Finding - The recipient assures that in the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, religion, national origin, sex, or disability against a recipient of victim assistance formula funds under this award, the grantee will forward a copy of the findings to the Division of Public Safety Planning: Office of Justice Programs and to the Office of Civil Rights of OJP.

Additional Requirements and Guidance - The recipient agrees to comply with any modifications or additional requirements that may be imposed during the award performance period or by law and future OJP (including government-wide) guidance and clarifications of OJP Programs requirements.

EQUAL TREATMENT REGULATION

Subgrantee certifies that it complies with the Equal Treatment Regulation in 28 C.F.R. parts 31, 33, 38, 90, 91, and 93, which ensures that no organization will be discriminated against in a Department of Justice funded social services program based on religion. The regulation, entitles "Participation in Justice Department Programs by Religious Organization; Providing for Equal Treatment of all Justice Department Program Participants."



Mississippi Department of Public Safety Planning Office of Justice Programs (OJP) JAG Standard Award Policy and Special Conditions

EQUAL EMPLOYMENT OPPORTUNITY

Subgrantee hereby certifies that it has formulated an Equal Employment Opportunity Program plan in accordance with 28 C.F.R.42, 301, et seq., Subpart e. of the Code of Federal Regulations. The plan is on file for review or audit by officials of the Mississippi Division of Public Safety Planning or the Office of Justice Programs, U.S. Department of Justice as required by relevant laws and regulations.

Please check one: ☐ Required ☐ Not Required

ENFORCING CIVIL RIGHTS LAWS

Subgrantee certifies that as a local government entity or non-profit organization recipient of Federal financial assistance, regardless of the particular funding source, the amount of the grant award, or the number of employees in the workforce, is subject to the prohibitions against unlawful discrimination.

NON-SUPPLANT CERTIFICATION

The _____ (Applicant/Agency) hereby assures that Federal funds will not be used to supplant State or local funds and that, Federal funds will be used to supplement existing funds for program activities and not to replace those funds which have been appropriated for the same purpose.

Compliance with these requirements will be monitored during the annually programmatic onsite monitoring visit or during a programmatic desk audit.



Mississippi Department of Public Safety Planning Office of Justice Programs (OJP) JAG Standard Award Policy and Special Conditions

By initialing and signing, your agency agrees to comply and adhere to all federal and state guidelines established governing the Mississippi Department of Public Safety, Office of Justice Grant Programs.

Agency's Name

Subgrant Award Number

Authorized Official (Please Print)

Authorized Official Title

Authorized Official (Signature)

Date

ATTACHMENT A

OFFICE OF JUSTICE PROGRAMS SUBGRANT STANDARD ASSURANCES

The applicant/subgrantee assured and certified that:

1. It possesses legal authority to apply for and receive the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understanding and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352). Recipient will comply (and will require any subgrantees or contractors to comply) with any applicable federal nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); the Violence Against Women Act (42 U.S.C. § 3796(gg)); the Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12131-34); the Education Amendments of 1972 (20 U.S.C. §§ 1681, 1683, 1685-86); the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); 28 C.F.R. pt. 31 (U.S. Department of Justice Regulations – OJJDP Grant Programs); 28 C.F.R. pt. 42 (U.S. Department of Justice Regulations – Nondiscrimination; Equal Employment Opportunity; Policies and Procedures); Ex. Order 13279 (equal protection of the laws for faith-based and community organizations); and 28 C.F.R. pt. 38 (U.S. Department of Justice Regulations – Equal Treatment for Faith-Based Organizations). Additional information about civil rights obligations of grantees can be found at <http://www.ojp.usdoj.gov/ocr/>.

In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, national origin, religion, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to the U.S. Department of Justice, Office of Justice Programs, Office for Civil Rights (OCR), and the Mississippi Department of Public Safety, Division of Public Safety Planning, Office of Justice Programs (MDPS DPSP OJP).

Recipient will complete MDPS's *Standard Assurance Conditions for Subgrantees* document regarding its Equal Employment Opportunity Plan (EEOP) obligations.

The recipient will determine whether it is required to formulate an EEOP in accordance with 28 CFR 42.301 et. seq. If the applicant is not required to formulate an EEOP, it will submit a certification form to the U.S. Department of Justice, Office of Justice Programs, Office for Civil Rights (OCR), and the MDPS DPSP OJP indicating that it is not required to develop an EEOP. If the applicant is required to develop an EEOP, but is not required to submit the EEOP to the OCR, the applicant will submit a certification form to the OCR and the MDPS certifying that it has an EEOP on file which meets the applicable requirements. If the applicant is awarded a grant of \$500,000 or more and has fifty or more employees, it will submit a copy of its EEOP to the OCR and the MDPS. Non-profit organizations, Indian Tribes, and medical and education institutions are exempt from the EEOP requirement, but are required to submit a certification form to the OCR to claim the exemption (a copy should also be submitted to the MDPS).

Additional information regarding a grantee's EEOP requirements can be found at http://www.ojp.usdoj.gov/about/ocr/eeop_comply.htm.

As clarified by Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination on the

basis of limited English proficiency (LEP). To ensure compliance with the Omnibus Crime Control and Safe Streets Act of 1968 and Title VI of the Civil Rights Act of 1964, recipient must take reasonable steps to ensure that LEP persons have meaningful access to its programs. Meaningful access may entail providing language assistance services, including oral and written translation, where necessary. The recipient is encouraged to consider the need for language services for LEP persons served or encountered both in developing its budgets and in conducting its programs and activities. Additional assistance and information regarding your LEP obligations can be found at www.lep.gov.

The subrecipient shall not retaliate against individuals for taking action or participating in action to secure rights protected by these laws.

3. It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisition Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of federal and federally assisted programs.
4. It will comply with the provisions of the Hatch Act which limit the political activity of employees.
5. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of state and local government.
6. It will establish safeguards to prohibit employees from using their position for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business or other ties.
7. It will give the grantor agency or its duly designated representative, the State Auditor's Office, the Comptroller General of the United States or any authorized representative and the Office of Management and Audits (OMSA), Department of Finance and Administration (DFA), access to at all reasonable times, and the right to examine, monitor, audit, copy, remove, or otherwise, all records, books, papers, documents, or items of like or similar nature related to the grant.
8. It will establish and maintain both fiscal and program controls and funds accounting procedures acceptable to grantor agency, to assure the proper expenditure and disbursement of all funds, and for program management and execution, and that it will keep and maintain such books and records until audited by the OMSA, DFA or by an official representative of that office, by the federal grantor agency, the State Auditor, or either's duly authorized representative. Records must be maintained for a period of at least three years. Before destruction of any record, written approval must be obtained from the OMSA. These records include, but are not limited to:

- Financial report covering expenditures of the grant;
- Internal and external audit reports and project evaluation;
- Approved budget and subsequent modifications;
- Contracts, leases, employment agreements, and purchase invoices;
- Indirect cost allocation plans;
- All invoices, billings, request for cash, and reporting worksheets;
- General ledger, cash receipts journals, cash disbursements journals, and other subsidiary records;
- All personnel records of individuals paid with grant funds, including time sheets, wage authorization, tax withholdings forms, employment applications and other relevant data;
- Inventory records for all property purchased with grant funds showing acquisition data, cost of property, identification number, bid information, and the use of the property; and
- Bank statements and reconciliations.

9. It will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the federal agency and the state grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
10. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234, 87 Stat. 975). Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurances is available as a condition for the receipt of any federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "federal financial assistance" includes any form of loan, grant, guaranty, insurance payment rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect federal assistance.
11. It will assist the federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 U.S.C. 470), Executive Order 11593, and the Archaeological and Historic Preservation Act of 1966 (16 U.C.S. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see CFR Part 800.8) by the activity, and notifying the federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the federal grantor agency and the state grantor agency to avoid or mitigate adverse effects upon such properties.
12. It will insure that no member of the governing or policymaking body of applicant/grantee shall cast a vote or influence any matter which has a direct bearing on services to be provided by that member or any organization which such member directly or indirectly represents, or on any matter that would financially benefit such member or any organization such member represents.
13. It will comply with the provisions of the Single Audit Act of 1984 (P.L. 98-502) and if it does not meet minimum requirements as established in the Single Audit Act of 1984, it will consult with the OMSA, DFA, in regard to audit requirements.

We have read and understand all Subgrantee Standard Assurances as shown above and agree to fully comply with these conditions in the operation of the subgrant.

Name of Agency or Organization

Subgrant Number

Chief Administrative Officer

Date

ATTACHMENT B

STANDARD ASSURANCE CONDITIONS FOR SUBGRANTEES

CERTIFICATION OF COMPLIANCE WITH REGULATIONS NONDISCRIMINATION; EQUAL EMPLOYMENT OPPORTUNITY

IN COOPERATION WITH THE FEDERAL OFFICE FOR CIVIL RIGHTS, OFFICE OF JUSTICE PROGRAMS, UNITED STATES DEPARTMENT OF JUSTICE

Instructions: Complete the blank lines below by entering identifying information which is found on the Subgrant Signature Sheet. Also, read this form completely, identify and enter, under Part I, the name of the organization's designated person responsible for reporting civil rights findings; and then in Part II, mark or check only one box which indicates the appropriate certification that applies to your organization. The organization's Authorized Official must sign this form on page 3. Please return the original form to the **Office of Justice Programs, Division of Public Safety Planning, 1025 Northpark Drive, Ridgeland, Mississippi 39157**, within 45 days of the grant award or implementation date. You must also forward a copy of the completed form to the organization's civil rights representative whom you have identified.

Subgrant Number: _____ Award Amount \$ _____

Subgrant Project Title:

Organizational Name (Subgrantee or Funded Entity):

Address:

Telephone Number: _____

Subgrantee Duration:

Beginning Date: _____ Ending Date: _____

Project Director's Name, Address and Telephone Number:

AUTHORIZED OFFICIAL'S CERTIFICATION

As the Authorized Official for the above identified Subgrantee, I certify, by my signature below, that I have read and am fully cognizant of our duties and responsibilities under this Certification.

PART I. Requirements of Subgrant Recipients: All subgrant recipients (regardless of the type of entity or the amount awarded) are subject to prohibitions against discrimination in any program or activity, and must take reasonable steps to provide meaningful access for persons with limited English proficiency.

I certify that this agency will maintain data (and submit when required) to ensure that: our services are delivered in an equitable manner to all segments of the service population; our employment practices comply with Equal Opportunity Requirements, 28 CFR 42.207 and 42.301 et. seq.; our projects and activities provide meaningful access for people with limited English proficiency as required by Title VI of the Civil Rights Act, (See also, 2000 Executive Order #13166).

I also certify that the person in this agency or unit of government who is responsible for reporting civil rights findings of discrimination will submit these findings, if any, to the Office of Justice Programs, Division of Public Safety Planning (DPSP), Mississippi Department of Public Safety, within 45 days of the finding, and/or if the finding occurred prior to the grant award beginning date. A copy of this Certification will be provided to this person, as identified here:

The person responsible for reporting civil rights findings of discrimination is:
(Name, address and telephone number)

PART II. Equal Employment Opportunity Plan (EEOP) Certifications: Check the one box that applies to this subgrantee agency during the period of the grant duration noted above. (Check only the one appropriate certification (A, B, C1 or C2 below).

- ☐ **CERTIFICATION "A" [NO EEOP IS REQUIRED IF (1), (2) OR (3) APPLY]** This is the Certification that most non-profits and small agencies will use. Check (1), (2) and/or (3) as they apply to your entity: (Here, more than one may apply)

- _____ (1) is an educational, medical or non-profit institution or an Indian Tribe; and/or
_____ (2) has less than 50 employees; and/or;
_____ (3) was awarded through this grant from the Office of Justice Programs, DPSP, less than \$25,000 in federal U.S. Department of Justice funds.

Therefore, I hereby certify that this funded entity is not required to maintain an EEOP, pursuant to 28 CFR 42.301, et. seq.

- ☐ **CERTIFICATION "B" (EEOP MUST BE ON FILE)** This funded entity, as a for-profit entity or a state or local government having 50 or more employees, was awarded, through

this grant from the Office of Justice Programs, DPSP, more than \$25,000, but less than \$500,000 in federal U.S. Department of Justice funds.

Therefore, I hereby certify that the funded entity has formulated an Equal Employment Opportunity Plan in accordance with 28 CFR 42.301, et.seq., subpart E, that it has been signed into effect by the proper authority and disseminated to all employees, and that it is on file for review or audit by officials of the Office of Justice Programs, DPSP, or the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations.

- ☐ **CERTIFICATION "C" (EEOP MUST BE SUBMITTED)** This funded entity, as a for-profit entity or a state or local government having 50 or more employees, was awarded, through this grant from the Office of Justice Programs, DPSP, more than \$500,000 in federal U.S. Department of Justice funds.

Therefore, I hereby certify that the funded entity will submit, within 45 days of the award, an EEOP or an EEOP Short Form, that will include a section specifically analyzing the subgrantee (implementing) agency.

As the Authorized Official for the above Subgrantee, I certify, by my signature below, that I have read and am fully cognizant of our duties and responsibilities under this Certification.

Authorized Official's Signature
(Subgrantee)

Date

Typed or Printed Name

Person's Organizational Title

.

This original signed form must be returned to the Office of Justice Programs, Division of Public Safety Planning, Department of Public Safety, within 45 days of the grant award beginning date. You must also forward a signed copy to the person you identified under "Part 1" on page 1. The Office of Justice Programs, DPSP will forward a copy to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

ATTACHMENT C-1

Federal Civil Rights Compliance Checklist

1. If the subrecipient is required to prepare an Equal Employment Opportunity Plan (EEOP) in accordance with 28 C.F.R. §§42.301-.308, does the subrecipient have an EEOP on file for review?

- ☐ Yes
- ☐ No

If yes, on what date did the subrecipient prepare the EEOP?

2. Has the subrecipient submitted an EEOP Short Form to the Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ), if required by 28 C.F.R. 42.301-.308? If the subrecipient is not required to submit an EEOP Short Form to the OCR, has it submitted a certification form to the OCR claiming a partial or complete exemption from the EEOP requirements?

- ☐ Yes – submitted an EEOP Short Form
- ☐ Yes – submitted a certification
- ☐ No

If the subrecipient prepared an EEOP Short Form, on what date did the subrecipient prepare it?

3. How does the subrecipient notify program participants and beneficiaries that it does not discriminate on the basis of race, color, national origin, religion, sex, disability, and age in the delivery of services (e.g. posters, inclusion in brochures or other program materials, etc.)?

Comments:

4. How does the subrecipient notify employees that it does not discriminate on the basis of race, color, national origin, religion, sex and disability in employment practices (e.g. posters, dissemination of relevant orders or policies, inclusion in recruitment materials, etc.)?

Comments:

5. Does the agency have written policies or procedures in place for notifying program beneficiaries how to file complaints alleging discrimination by the subrecipient with the {State Administering Agency (DPSP)} or the OCR?

- ☐ Yes
- ☐ No

If yes, an explanation of these policies and procedures:

6. If the subrecipient has 50 or more employees and receives DOJ funding of \$25,000 or more, has the subrecipient taken the following actions:

a. Adopted grievance procedures that incorporate due process standards and provide for the prompt and equitable resolution of complaints alleging a violation of the DOJ regulations implementing Section 504 of the Rehabilitation Act of 1973, found at 28 C.F.R. Part 42, Subpart G, which prohibit discrimination on the basis of a disability in employment practices and the delivery of services?

- ☐ Yes
- ☐ No

b. Designated a person to coordinate compliance with the prohibitions against disability discrimination contained in 28 C.F.R. Part 42, Subpart G?

- ☐ Yes
- ☐ No

c. Notified participants, beneficiaries, employees, applicants, and others that the program does not discriminate on the basis of disability?

- ☐ Yes
- ☐ No

Comments:

7. If the subrecipient operates an education program or activity, has the subrecipient taken the following actions:

a. Adopted grievance procedures that provide for the prompt and equitable resolution of complaints alleging a violation of the DOJ regulations implementing Title IX of the Education Amendments of 1972, found at 28 C.F.R. Part 54, which prohibit discrimination on the basis of sex.

- ☐ Yes
- ☐ No

b. Designated a person to coordinate compliance with the prohibitions against sex discrimination contained in 28 C.F.R. Part 54?

- ☐ Yes
- ☐ No

c. Notified participants for admission and employment, employees, students, parents, and others that the agency does not discriminate on the basis of sex in its educational programs or activities?

- ☐ Yes
- ☐ No

8. Has the subrecipient complied with the requirement to submit to the OCR any findings of discrimination against the agency issued by a federal or state court or federal or state administrative agency on the grounds of race, color, religion, national origin, or sex?

- ☐ Yes
- ☐ No

Comments:

9. What steps has the subrecipient taken to provide meaningful access to its programs and activities to persons who have limited English proficiency (LEP)?

Comments, including an indication of whether the subrecipient has developed a written policy on providing language access services to LEP person(s):

10. Does the subrecipient conduct any training for its employees on the requirements under federal civil rights laws?

- ☐ Yes
- ☐ No

Comments:

11. If the subrecipient conducts religious activities as part of its programs or services, does the subrecipient do the following:

a. Provide services to everyone regardless of religion or religious belief?

- ☐ Yes

☐ No

- b. Ensure that it does not use federal funds to conduct inherently religious activities, such as prayer, religious instructions, or proselytization, and that such activities are kept separate in time or place from federally-funded activities?

☐ Yes

☐ No

- c. Ensure that participation in religious activities is voluntary for beneficiaries of federally- funded programs?

☐ Yes

☐ No

12. Was a copy of the Mississippi Office of Justice Program Civil Rights Compliance PowerPoint Presentation provided to your agency?

☐ Yes

☐ No

Name of Agency or Organization (Please Print)

Subgrant Number

Authorized Official or Authorized Designee Signature

Date

Office of Justice Programs Monitor's Signature

Date

Attachment C-2

**Office of Justice Programs
Division of Public Safety Planning**

Civil Rights Training Certification Form

The, _____, hereby certifies that our agency has received Civil Rights Training required by the Office of Civil Rights and the Mississippi Division of Public Safety Planning in order to administer federal funds according to federal guidelines. Our agency further certifies that we have and/or will notify all employees, clients, customers, and program participants that discrimination is prohibited and the procedures for filing a complaint of discrimination.

State of _____
[County] of _____

Signed [or attested] before me on _____ by _____

(Date) (Names(s) of Individual(s))

Signature of notarial officer
Stamp

Title of office
[My commission expires: _____.]

Authorized Signatory Official

ATTACHMENT G

CERTIFICATION REGARDING LOBBYING

Each person shall file the most current edition of this certification and disclosure form, if applicable, with each submission that initiates agency consideration of such person for an award of a federal contract, grant, or cooperative agreement of \$100,000 or more; or Federal loan of \$150,000 or more.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 or not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his or her knowledge and belief, that;

- (1) No Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or any employee of a member of Congress, in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
- (2) If any non-Federal funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall initial here _____ and complete and submit "Disclosure of Lobbying Activities", in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers and that all sub-recipients shall certify and disclose accordingly.

Name and Address of Organization

Name of Authorized Individual
Signature and Date

Subgrant Number

Revised May 2012



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

AGENDA ITEM DEPT.: SES
AGENDA DATE: 0/8/16/2022
PAGE: 1 of 1

SUBJECT: Request approval to purchase a printer from RJ Young for the amount \$2,544

AMOUNT & SOURCE OF FUNDING - 022-322-610-375

History: This printer will help equip the Sanitation Department to operate more efficiently.

REQUESTING Sanitation & Environmental
DEPARTMENT: Services

DIRECTOR'S
AUTHORIZATION: Christopher Smiley
Director of SES

FOR MORE INFORMATION CONTACT: Christopher Smiley

SUGGESTED MOTION:

Cost Per Copy Agreement				Customer Purchase Order		Sales Rep #	
<i>Billing Location</i>				<i>Install Location</i>			
Full Customer Name – Include Inc., Corp., LLC etc. City of Starkville				Customer Name City of Starkville			
				Department		County	
Street Address 110 W. Main Street				Street Address 110 W. Main Street			
City Starkville		State MS	Zip+4 39759	City Starkville		State MS	Zip+4 39759
Contact Name Scott Grice		Phone # 6623232525	Fax #	Meter Contact Scott Grice		Phone # 6623232525	Fax #
Email s.grice@cityofstarkville.org				Email s.grice@cityofstarkville.org			

Qty.	Manufacturer	Equip. ID	Model	Serial Number	Unit Price	Amount
1	Canon		IR ADV C357IF			
1	Canon		Cassette Module-AE1			

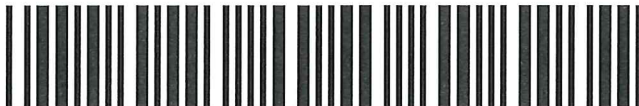
Trade-In/Buyout (Items to be picked up)					Total This Page	
					Total From Add'l Equipment List	
					Sales Tax	
					Tax Exempt ☐ Yes ☒ No Attach Exemption Certificate	Total

1) The equipment specified above will be provided at the following rates:

Commencement Date	Term	Security Deposit	Total Minimum Payment	Minimum Billing Frequency		Overage Billing Frequency	
	60		\$95.18	Monthly		Monthly	
Monthly Minimum Number of B&W Copies 2000	Overage Rate per B&W Copy 0.009000	Monthly Minimum Number of Color Copies 0	Overage Rate per Color Copy 0.075800	Agreement Includes ☐ Yes ☒ No Master Unit ☐ Yes ☒ No Color Supplies ☐ Yes ☒ No Drum/Photo Conductor ☐ Yes ☒ No Imaging Units ☐ Yes ☒ No Parts/Labor ☐ Yes ☒ No Toner/Dispersant ☐ Yes ☒ No Developer ☐ Yes ☒ No Other ☐ New Account ☐ New Equipment ☒ Upgrade ☐ Remanufactured Equipment ☐ Additional Unit ☐ Used ☐ MAM ☐ MICR Toner			
Monthly Minimum Number of Square Feet	Overage Rate per Square Foot	Monthly Minimum Number of Linear Feet	Overage Rate per Linear Foot				
Monthly Minimum Number of B&W Prints	Overage Rate per B&W Print	Monthly Minimum Number of Color Prints	Overage Rate per Color Print				
Monthly Minimum Number of Misc	Overage Rate per Misc	Monthly Minimum Number of Misc 2	Overage Rate per Misc 2				

Remarks:

<i>Additional terms and conditions on page 2.</i>			
Signature: _____		Sales Rep: _____ Date: _____	
Print Name: _____			
Title: _____ Date: _____		Sales Manager: _____ Date: _____	



COST PER COPY AGREEMENT TERMS AND CONDITIONS

This is a non-cancelable agreement

Page 2 of 2

Order # HCJF00

2. **RENTAL AGREEMENT.** You agree to rent the equipment described in this Cost per Copy agreement (collectively "Equipment"). This Agreement will begin on the commencement date listed in the Cost Per Copy Agreement (CPC). You agree to pay us any required Security Deposit when you sign this Agreement. Your CPC Payment consists of the Periodic Equipment Payment and the Periodic Supply Maintenance Payment. The Excess Charge Per Copy is the variable charge for maintenance services and supplies (as set forth in this Agreement) for copies in excess of Minimum Copy Requirement for the applicable period. Unless otherwise set forth in this Agreement, each CPC payment is due and payable monthly. The Minimum Monthly Payment is due whether or not you receive an invoice from us. Excess Charge Per Copy amounts are payable as invoiced by us following the end of each Billing Period. If in any period you make fewer copies than the Periodic Copy Requirement, you cannot carry over that amount to any other period. We have the right to increase, without written notice, the Periodic Supply Maintenance Payment and the Excess Charge per Copy on an annual basis. You will provide us with accurate meter readings for each item of Equipment when and by such means as we request. YOU AGREE THAT WE MAY ESTIMATE THE NUMBER OF COPIES PRODUCED IF A METER READING IS NOT RECEIVED BY US WITHIN 5 DAYS OF THE DATE WE SPECIFY. IF AN ACTUAL METER READING IS RECEIVED WITHIN 90 DAYS OF THE BILLING DATE FOR THE EXCESS COPIES, AN ADJUSTMENT WILL BE MADE, NOTWITHSTANDING ANY ADJUSTMENT, YOU WILL NEVER PAY LESS THAN THE PERIODIC CPC PAYMENT. Single copy charges apply up to 8.5" x 14". For efficient and electronic meter reading, RJY utilizes specialized software that reports current meter readings on all print devices connected to your Network. Customer agrees that meters may be accessed and reported in this manner. Should the number of scans exceed the total of all prints and copies, we reserve the right to invoice these excess scans at \$.0025 per scan. You will make all payments required under this Agreement to us at the address we may specify in writing. Unless a proper exemption certificate is provided applicable sales and use taxes will be added to the Payment. If any Payment is not paid when due, you will pay us a late charge of up to 15% of the amount of the payment or \$15.00 whichever is greater (or such lesser rate as is the maximum rate allowed under applicable law). You also agree to pay \$35.00 for each returned check. Restrictive endorsements or additional terms on checks you send to us will not reduce your obligations to us.

3. **CONNECTION TO COMPUTERS/NETWORKS.** RJY offers complimentary installation of manufacturer print drivers and software for any connectable equipment listed in this agreement. Installation is performed by support personnel. Customer agrees to provide access and information required to complete the requested installation. Customer will provide all necessary network cabling required for installation. If RJY performs the installation/Connection, the customer agrees that RJY is responsible for only completing the installation and setup of the equipment listed in this agreement. The initial installation and any additional basic configurations are covered at no charge for the first 90 days under the condition that the customer has made no changes to their network during that period. Installations requiring extensive configuration will be quoted separately and performed upon request. After the initial 90 day period, any network connectivity support requested by the customer will be billed at RJY's then current charge rate for connectivity support. ~~RJY will not be held liable for any errors, property damage, loss of time or profit, consequential or incidental damages of any kind arising as result of operating any software provided with the purchase of a manufacturer's product or downloaded from a manufacturer's website.~~

4. **TITLE; RECORDING.** We are the owner of and will hold title to the Equipment. You will keep the Equipment free of all liens and encumbrances.

5. **USE.** You shall use the Equipment in a careful and proper manner in conformance with manufacturer's specifications and all laws, ordinances and regulations in any way relating to the possession or use of the Equipment. Customer represents that these products are NOT acquired for personal, family, or household purposes.

6. **INDEMNIFICATION.** You are responsible for any losses, damages, penalties, claims, suits and actions (collectively "Claims"), whether based on a theory of strict liability or otherwise caused by or related to the installation, ownership, maintenance, use, rental, possession, or delivery of the Equipment. ~~You agree to reimburse us for and, if we request, to defend us against any Claims.~~

7. **ASSIGNMENT.** You agree not to sell, assign, transfer or sublease the equipment or your interest in this Agreement. We may, without notifying you, sell, assign, or transfer this Agreement and our rights to the Equipment. ~~The rights of the assignee will not be subject to any claim, defense or set-off that you may have against us.~~

8. **LOSS OR DAMAGE.** You are responsible for any loss, theft, destruction of, or damage to the Equipment (collectively "Loss") from any cause at all, whether or not insured, until it is delivered to us at the end of this Agreement. You are required to make all CPC payments even if there is a Loss. You must notify us in writing immediately of any Loss. Then, at our option, you will either (a) repair the Equipment so that it is in good condition and working order, eligible for any manufacturer's certification, or (b) pay us the amount equal to the net present value of all unpaid CPC Payments for the remainder of the term plus the present value of our anticipated residual interest in the Equipment, each discounted at 5% per year, compounded annually, plus all other amounts due or that may become due under this Agreement. If you have satisfied your obligations under this Section 9, we will forward to you any insurance proceeds that we receive for lost, damaged, or destroyed Equipment. If you are in default, we will apply any insurance proceeds we receive to reduce your obligations under Section 16 of this Agreement.

9. **TAXES AND FEES.** You agree to show the Equipment as "Leased Property" on all personal property tax returns. You will pay when due, either directly or to us upon our demand, all taxes, fines and penalties relating to this Agreement or the Equipment that are now or in the future assessed or levied by any state, local or government authority.

10. **EQUIPMENT LOCATION; RETURN.** You will keep and use the Equipment only at the Equipment Location shown in this Agreement. You may not move the Equipment without our prior written consent. You will provide adequate space and electrical services for the operation of the Equipment. You will not make any alterations, additions or replacements to the Equipment without our prior written consent. All alterations, additions or replacements will become part of the Equipment and our property at no cost or expense to us. Upon the expiration or earlier termination of this Agreement, you will deliver the Equipment to us, in good condition, full working order and in complete repair, except ordinary wear and tear. We will pick up the Equipment provided that the Equipment is in our servicing territory. If the Equipment is outside our servicing territory, you will crate, insure, and ship the Equipment, in good working condition, to us by means we designate, with all expenses to be prepaid by you. You will be responsible for any damage to the Equipment during shipping.

11. **RENEWAL.** Unless you give us at least 30 days written notice before the end of the initial term or any renewal term of this Agreement, this Agreement will automatically renew for an additional one year renewal term. During such renewal term(s) the CPC Payment will remain the same (subject to the annual adjustment provided in Section 2 above). We may cancel an automatic renewal term by sending you written notice 10 days prior to such renewal term.

12. **YOUR REPRESENTATIONS.** You state for our benefit that as of the date of this Agreement: (a) you have the lawful power and authority to enter into this Agreement; (b) the individuals signing this Agreement have been duly authorized to do so on your behalf; (c) by entering into this Agreement you will not violate any law or other agreement to which you are a party; (d) you are not aware of anything that will have a material negative effect on your ability to satisfy your obligations under this Agreement; and (e) all financial information you have provided us is true and accurate and provides a good representation of your current financial condition.

13. **YOUR PROMISES.** In addition to the other provisions of this Agreement, you agree that during the term of this Agreement (a) you will promptly notify us in writing if you move your principal place of business, if you change the name of your business, or if there is a change in your ownership; (b) you will provide to us such financial information as we may reasonably request from time to time; and (c) you will take any action we reasonably request to protect our rights in the Equipment and to meet your obligation under this Agreement.

14. **DEFAULT.** You will be in default under this Agreement if any of the following events occur: (a) you fail to make any CPC payment or other sum when due; (b) you fail to comply with any other term or condition of this Agreement or any other agreement between us, or fail to perform any obligation imposed upon you relating to this Agreement or any such other agreement; (c) you become insolvent, you dissolve or are dissolved, you assign your assets for the benefit of your creditors, you sell, transfer or otherwise dispose of all or substantially all of your assets, or you enter (voluntarily or involuntarily) into any bankruptcy or reorganization proceeding; (d) without our prior written consent, you merge or consolidate with any other entity and you are not the survivor of such merger or consolidation; (e) any guarantor of this Agreement dies, does not perform its obligations under the guaranty, or becomes subject to one of the events listed in clause (a) above.

15. **REMEDIES.** In the event you default under this Agreement, as defined above, we will have the right to take ONE OR MORE of the following actions, in addition to any and all other remedies that may be available to us under law: (a) cancel this Agreement without prior notice or warning to you; (b) file a law suit against you to collect all past due amounts AND ALL AMOUNTS THAT WILL BECOME DUE IN THE FUTURE DURING THE UNEXPIRED TERM, plus the "residual value" of the Equipment as determined by us in our sole but reasonable judgment, plus all other fees, charges or amounts that are then due, plus all of our reasonable legal costs, including but not limited to reasonable attorneys' fees, reasonable overhead for employee time spent on preparing for suit or attempting to collect payments and mitigate our damages; (c) repossess the Equipment or apply to a court for an order allowing repossession. In this event, you agree that, after the Equipment is repossessed, you will have no further rights in the Equipment, and you agree we may resell, re-lease or otherwise remarket the Equipment without notice to you. ~~You agree (and you waive any rights that may provide to the contrary) that we will NOT be required to repossess, resell, re-lease or otherwise remarket the Equipment at any time, and that our failure to do so will not affect our other rights of collection and other rights under this Agreement or under law.~~

16. **NOTICES.** All of your written notices to us must be sent by certified mail or recognized overnight delivery service, postage prepaid, to us at our address stated in this Agreement. All of our notices to you may be sent first class mail, postage prepaid, to your address stated in this Agreement. At any time after this Agreement is signed, you or we may change an address by giving notice to the other of the change.

17. **MISCELLANEOUS.** This Agreement contains our entire agreement and supersedes any conflicting provision of any equipment purchase order or any other agreement. Once this agreement is signed by you, the agreement constitutes an OFFER to you, and will not be binding until ACCEPTED by us, as evidenced by the signature of the Corporate Office. Any change in the terms and conditions of this Agreement must be in writing and signed by one of our Officers. You agree, however, that we are authorized, without notice to you, to supply missing information or correct obvious errors in this Agreement. If a court finds any provision of this Agreement to be unenforceable, the remaining terms of the Agreement shall remain in effect.

18. **JURISDICTION.** You and any Guarantor agree that this Agreement will be deemed fully executed and performed in the State of Tennessee and will be governed by Tennessee law. YOU AND ANY GUARANTOR EXPRESSLY AGREE TO (A) BE SUBJECT TO THE PERSONAL JURISDICTION OF THE STATE OF TENNESSEE; (B) ACCEPT VENUE IN ANY FEDERAL OR STATE COURT IN TENNESSEE; AND (C) WAIVE ANY RIGHT TO A TRIAL BY JURY.

19. **INTERPRETATION.** As a convenience to you and to further expedite this transaction for you, you agree that a photocopy, electronic image or facsimile of this Agreement which includes a photocopy, electronic image or facsimile of the signatures of both parties shall be as valid, authentic and legally binding as the original version for all purposes and shall be admissible in court as final and conclusive evidence of this transaction and of the execution of this document.

20. Customer will be enrolled in the RJ Young online customer portal (ePASS). This online portal allows authorized users designated by customer to order supplies, place service calls, pay invoices, view bills and view account information online.



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

AGENDA ITEM DEPT.: Finance & Admin
AGENDA DATE: 05-17-2022
PAGE: 1 of 3

SUBJECT: Consideration of the lowest bid for financing from BankFirst in the amount of \$189,750 over five years to be made quarterly in advance beginning December 15, 2022 at 3.65 % interest for the lease purchase of a 2022 Knuckleboom Loader be used by the Starkville Sanitation and Environmental Services Department.

AMOUNT & SOURCE OF FUNDING: Sanitation / Environmental - \$189,750 – 022.322.820.875

AUTHORIZATION HISTORY: The City of Starkville previously authorized the purchase of a 2022 and instructed the City Clerk / CFO to advertise for lease financing near the time of delivery of the loader.

One quote was received: BankFirst – 3.65%

**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 lowest bid for financing from BankFirst in the amount of \$189,750 over five years to be made quarterly in advance beginning December 15, 2022 at 3.65 % interest for the lease purchase of a 2022 Knuckleboom Loader be used by the Starkville Sanitation and Environmental Services Department.

August 8, 2022

Mrs. Lesa Hardin
Starkville City Clerk
110 West Main Street
Starkville, MS 39759

Dear Lesa:

Thank you for the opportunity to offer a five-year municipal lease for a 2022 Knuckleboom Loader for the City of Starkville, Mississippi. The general terms and conditions of the proposed municipal lease are outlined below and described in the attached CashFlow Lease proposal. The proposal is for discussion *purposes* only.

Borrower: City of Starkville, Mississippi

Amount: \$189,750

Collateral: 2022 Knuckleboom Loader

Terms: Five (5) year municipal lease, paid in full at the end of term.
The lease will have quarterly payments that will be drafted from the City's checking account.

Interest Rate: 3.65% fixed for five (5) years

Underwriting Fee: None

Documentation Fee: \$350

Note: Please see the attached CashFlow Lease document for details of our proposal.

The proposal is *not a commitment* and must be formally approved.
The terms and conditions of this offer must be accepted verbally or in writing within 30 days of the date of this term sheet. Again, thank you for this opportunity.

Sincerely,



Brad Love
Bank First

Accepted by:

Lesla Hardin
Starkville City Clerk

Date



May 11, 2022

Brad Love

Re: The City of Starkville

Dear Brad,

We appreciate the information you have provided, and we are pleased to provide you with the following lease proposal. This proposal is subject to final credit approval and assumes use of our standard documentation. Unless previously extended in writing, this proposal will expire 30 days from today's date. Pricing does not include applicable taxes.

Lessee:	The City of Starkville
Lessor:	BancLeasing, LLC and/or its Assigns
Equipment Type:	2022 Knuckleboom Loader
Equipment Cost:	\$189,750
Base Lease Commencement:	1st of the month following total equipment installation & acceptance
Payments Due:	Quarterly payments In advance with 1 st payment due December 15, 2022
Purchase Option:	\$1.00
Base Lease Term:	60 Months
Interest Rate:	3.65%
Quarterly Payments:	Approximate payment \$8,760 (plus tax if applicable) --- final payment amount will be determined once delivery date has been set.
Advance Payments:	None
End-of-term:	Purchase equipment for \$1.00
Interim Rent:	Interim rent will be charged at a daily rate of .02639% from the date of any/all progress payments made to vendors until the Commencement Date of the lease.
Lease Accounting:	The lessee and/or its accountants are responsible for determining Lessee's accounting treatment of any lease schedule, including lease classification and tax treatment.

Thank you for the opportunity to work with you. Please do not hesitate to contact me should you have any questions or if you need additional information.

Kindest Regards,

Richard D. Lee
Senior Account Executive
BancLeasing, LLC
PH: 214.778.1842
FX: 214.778.1841
rlee@bancleasing.com

Agreed To & Accepted By:

Lessee: The City of Starkville

Signature: _____

Name: _____

Title: _____ Date: _____



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

AGENDA ITEM NO:
AGENDA DATE: August 16, 2022
PAGE: 1

SUBJECT: Request authorization for the Mayor to execute the work order request from Four County in the amount of \$35,444.28 with a monthly charge of \$413.52 for the installation of street lights along Cornerstone Boulevard from Hwy 25 to park entrance

AMOUNT & SOURCE OF FUNDING: 001-301-625-380 Utilities/ Street Lighting

FISCAL NOTE:

AUTHORIZATION HISTORY

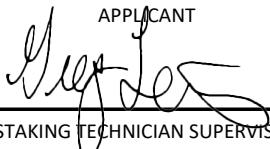
REQUESTING
DEPARTMENT: Utilities

DIRECTOR'S
AUTHORIZATION: Edward C. Kemp, General Manager

FOR MORE INFORMATION, CONTACT: Edward C. Kemp 323-3133

SUGGESTED MOTION:

Move approval for the Mayor to execute the work order request from Four County in the amount of \$35,444.28 with a monthly charge of \$413.52 for the installation of street lights along Cornerstone Boulevard from Hwy 25 to park entrance

		WORK ORDER QUOTE NOT VALID AFTER 15 DAYS		WORK ORDER NUMBER: 46984 STAKED / DRAWN BY: GAL QUOTE PREPARED BY: GAL 4-COUNTY TO OWN FACILITIES: YES			
APPLICANT'S NAME:		City of Starkville		TAX ID NUMBER:			
MAILING ADDRESS:							
LOCATION			DESCRIPTION OF WORK TO BE DONE				
COUNTY: Oktibbeha			Install lights at Cornerstone				
STATE HWY/COUNTY RD: Hwy 25			Industrial Park				
TAKE OFF POLE NUMBER:							
UNITS TO BE RETIRED			UNITS TO BE INSTALLED				
UNIT	QUANTITY	LABOR	MATERIAL	UNIT	QUANTITY	LABOR	MATERIAL
		15.82	27.36			8768.68	24036.45
TOTAL		15.82	27.36	TOTAL		8768.68	24036.45
Agreement: This quote itemizes the estimated costs required to complete the work order. The lights and lighting infrastructure will be owned and maintained by the Association. After the work order has been completed, the Applicant may pay the actual cost of the work order. Applicant may choose to pay an amortized amount of the actual cost of the work order as shown. Future maintenance and modifications will be amortized at 14% annually, payable monthly. By signature below and after payment of the amount due, the Applicant authorizes the Association to complete the work order.				LABOR AND MATERIAL SUBTOTAL		32805.13	
				STORES EXPENSE			
				LABOR AND MATERIAL TOTAL		32805.13	
				TRENCH /DIRECTIONAL BORE		2475.00	
				RIGHT-OF-WAY CLEARING			
				RETIREMENT LABOR		15.82	
				OVERHEAD		175.69	
				LESS SALVAGE VALUE (IF ANY)		27.36	
				SUBTOTAL		35444.28	
				SALES TAX		0.00	
APPLICANT  DATE 8/4/2022				TOTAL COST OF WORK ORDER		\$35,444.28	
				MONTHLY CHARGE		\$413.52	
STAKING TECHNICIAN SUPERVISOR OR MANAGER OF MAINTENANCE AND SERVICE				LIGHTING			



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

AGENDA ITEM NO:
AGENDA DATE: August 16, 2022
PAGE: 1

SUBJECT: Request authorization for the Mayor to execute the work order request from Four County in the amount of \$25,388.00 with a monthly charge of \$296.19 for the installation of street lights along Rockhill road from Garrard Road to Hwy 82 bypass.

AMOUNT & SOURCE OF FUNDING: 001-301-625-380 Utilities/ Street Lighting

FISCAL NOTE:

AUTHORIZATION HISTORY

REQUESTING
DEPARTMENT: Utilities

DIRECTOR'S
AUTHORIZATION: Edward C. Kemp, General Manager

FOR MORE INFORMATION, CONTACT: Edward C. Kemp 323-3133

SUGGESTED MOTION:

Move approval for the Mayor to execute the work order request from Four County in the amount of \$25,388.00 with a monthly charge of \$296.19 for the installation of street lights along Rockhill road from Garrard Road to Hwy 82 bypass.



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

AGENDA ITEM NO:
AGENDA DATE: August 16, 2022
PAGE: 1

SUBJECT: Request authorization to declare the Water division 2012 Ford F-350 (#155), VIN number ending in 5188 as surplus and to auction on govdeals and authorization to purchase a Ford F-350 vehicle replacement from state contract.

AMOUNT & SOURCE OF FUNDING: 2022-2023 Budget

FISCAL NOTE:

AUTHORIZATION HISTORY

**REQUESTING
DEPARTMENT:** Utilities

**DIRECTOR'S
AUTHORIZATION:** Edward C. Kemp, General Manager

FOR MORE INFORMATION CONTACT: Edward C. Kemp 323-3133

SUGGESTED MOTION:

Move approval to declare the Water division 2012 Ford F-350 (#155), VIN number ending in 5188 as surplus and to auction on govdeals and authorization to purchase a Ford F-350 vehicle replacement from state contract.



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

AGENDA ITEM NO:
AGENDA DATE: August 16, 2022
PAGE: 1

SUBJECT: Request authorization for Starkville to initiate task order #3 with Seven States Power Corporation for consulting services as they relate to the deployment of DC fast charging equipment and related services per the technical requirements of the Fast Charge Network funding program administered by TVA and the participating state agencies

AMOUNT & SOURCE OF FUNDING: 2022-2023 Budget

FISCAL NOTE:

AUTHORIZATION HISTORY

**REQUESTING
DEPARTMENT:** Utilities

**DIRECTOR'S
AUTHORIZATION:** Edward C. Kemp, General Manager

FOR MORE INFORMATION, CONTACT: Edward C. Kemp 323-3133

The professional Service agreement with Seven States was board approved on November 16, 2021.

The City of Starkville opted to participate in the TVA Fast Charger Program during the March 15, 2021 board meeting which reimburses 80% of the cost to install fast EV chargers. In January 2022 the City of Starkville received a grant from MDEQ that will cover the 20% of expenses that TVA does not cover.

For task order #3, Seven States will help Starkville Utilities with project management, equipment procurement services, and grant reporting services.

The estimated cost of the project is \$244,300.00.

SUGGESTED MOTION:

Move approval for Starkville to initiate task order #3 with Seven States Power Corporation for consulting services as they relate to the deployment of the DC fast charging equipment per the Fast Charge Network funding program administered by TVA.



Task Order #3
FOR PROFESSIONAL SERVICES
STARKVILLE UTILITIES

This Scope of Work Task Order is executed by Seven States Power Corporation (“Seven States”) and Starkville Utilities (“Member”) as of the dates indicated below; and it identifies a scope of consulting services which Seven States will perform for Member (the “Services”) under and pursuant to that certain Agreement for Consulting Services between Seven States and Member, dated November 16, 2021 (the “Agreement”). The terms of the Agreement are incorporated herein by reference as applicable to the performance of the Services.

Scope

For the purposes of this Scope, the project is defined as the deployment of DC fast charging equipment and related services to a specific site per the technical requirements of the Fast Charge Network funding program administered by TVA and the participating state agencies (the “Project”). Seven States’ role includes three primary components at each Project site: 1) project management, 2) equipment procurement services, and 3) grant reporting services, (“Services”) as detailed below.

Project Management

Seven States is qualified as a services provider under the TVA and participating state agencies’ DC Fast Charge Network Program. Seven States provides project preparation and infrastructure planning, site selection support, environmental evaluations, site readiness coordination including project layout, site renderings and preconstruction support, contractor bid services support, site make-ready coordination, and the coordination of equipment installation and commissioning services.

Equipment Procurement Services

Seven States is qualified as an equipment provider under the TVA and participating state agencies’ DC Fast Charge Network Program. Seven States shall 1) identify suppliers of equipment that meet minimum technical specifications of the Project and 2) upon Member’s approval, procure and coordinate delivery to Member per **Exhibit B to the Agreement**.

Grant Reporting Services

Seven States will facilitate station usage and gross income generated reporting on an annual basis for a period of five (5) years from the date of commercial operation.

Payment

Services for each Project shall be billed at a one-time fixed fee of twenty thousand dollars (\$20,000) and payable within thirty (30) days of executing this Agreement. Payment for DC fast charging equipment and related services shall be billed in accordance with the terms listed in **Exhibit B to the Agreement**.

Additional Services

Additional services are available (including but not limited to specialized engineering studies for project site or specific design drawings for the project) and will be scoped via a separate agreement with third parties and priced at cost plus eighteen percent (18%).

SEVEN STATES POWER CORPORATION

By: _____ Date: _____
(Signature)

(Print Name)

Its: _____
(Title)

STARKVILLE UTILITIES

By: _____ Date: _____
(Signature)

(Print Name)

Its: _____
(Title)

EXHIBIT B – ADDITIONAL TERMS APPLICABLE TO PROCUREMENT SERVICES

This Exhibit only applies if procurement services are a component of the Services; and only apply to such procurement Services.

Placement of Orders.

Purchase of Equipment. Seven States will procure equipment and other tangible personal property (herein ‘Equipment’) for Member only after Member has delivered to Seven States a binding, written purchase order specifying the make, model number, and other descriptive information reasonably required by Seven States, along with the requested delivery schedule (which shall be a date that is no less than sixty (60) days after the date of the purchase order), and Member’s purchase of Equipment is subject to all of the terms and conditions contained in this Agreement. Any additional printed terms and conditions in Member’s purchase order conflicting with, varying or adding to the terms and conditions of this Agreement, shall be of no force and effect, unless the parties hereto agree in writing, in advance, to accept such terms and conditions.

Acceptance of Purchase Orders. All purchase orders and modifications to purchase orders are subject to acceptance or rejection by Seven States in its sole discretion. No purchase order shall be binding upon Seven States unless and until so accepted in writing by Seven States. Seven States agrees to use commercially reasonable efforts to notify Member of its acceptance or rejection of Member’s order within ten (10) business days after receipt thereof. Any purchase order accepted by Seven States is referred to in this Agreement as, an “Accepted Order.” Unless otherwise specified, Accepted Orders are non-refundable and non-exchangeable. In no event may Member rescind an Accepted Order.

Payment of Purchase Orders. Accepted Orders will be invoiced at Seven States’ notice of shipment to Member and payment shall be due upon receipt of invoice. Member’s failure to pay the total invoice amount when due may result in a late fee equal to 1.5% per month of any amount that is past due.

Refusal of Purchase Orders.

Seven States may withhold shipments to Member if Member is in violation of its payment obligations or otherwise is in material breach of this Agreement.

Delivery.

Shipping Costs; Terms. All shipping, unless otherwise agreed to by the Parties in writing, shall be FOB Seven States' point of shipment. Except to the extent expressly stated in an Accepted Order, Seven States' prices do not include any freight, storage, insurance, taxes, excises, fees, duties or other government charges related to the goods; and Member shall be responsible for all costs of shipping, transportation, insurance, warehousing, and other charges and costs associated with shipment of the Equipment to Member. All shipping dates are approximate and are based upon prompt receipt of all necessary information from Member. In no event shall Seven States be liable for any costs related to delay in delivery of the Equipment.

Transfer of Title; Timing. Title to the Equipment will transfer upon the last to occur of (i) payment for the Equipment, or (ii) delivery to the location requested by Member; however, risk of loss and damage to the Equipment (and the obligation to insure same) shall pass to Member upon the delivery of such Equipment to the location requested by Member. Seven States shall use commercially reasonable efforts to deliver Equipment ordered by Member on the scheduled delivery date. All claims for non-conforming shipments, must be made in writing to Seven States within twenty (20) days of actual receipt by Seller. Any such claims not made within such period shall be deemed waived and released.

Substitutions. Seven States shall have the right to make substitutions and modifications to Equipment and in the specifications of Equipment to be delivered under the terms of any applicable purchase order, provided that such substitutions or modifications will not materially affect overall Equipment form, fit, function or safety specifications.

Provisions Relating to Shipments in Lots.

In the case of purchases of Equipment in separate lots, Member may only refuse such portion of a lot or shipment that fails to comply with the requirements of these terms. Member may not refuse to receive any lot or portion thereof for failure of any other lot or portion thereof to be delivered or to comply with these terms.

Taxes, Duties, Etc.

All amounts due to Seven States under this Agreement and/or any applicable purchase order are net of any duties, any sales, use, excise, value-added, withholding, or similar tax of any kind and any and all other fees and charges of any nature (collectively, "Taxes") imposed by the United States or any foreign, state or local governmental entity or instrumentality thereof on the purchase, shipment, use or sale of the Equipment by or to Member, other than taxes measured by Seven States' income, corporate franchise, or personal property ownership. Where applicable, Seven States shall bill Member for the full amount of such Taxes and shall include such amount as a separate line item on the invoice(s) sent to the Member; provided that, Seven States' failure to so bill the Member shall not relieve Member from the obligation to pay any Tax described in this Section.

Warranty.

The Equipment is covered only by the terms of any warranty, if any, that is extended by the manufacturer of same, and Seven States will assign such warranty to Member, to the extent such warranty is assignable. Otherwise, SEVEN STATES MAKES NO WARRANTY WITH RESPECT TO THE PERFORMANCE OF THE EQUIPMENT, WHETHER EXPRESS, IMPLIED, STATUTORY OR OTHERWISE. SEVEN STATES EXPRESSLY DISCLAIMS ALL WARRANTIES, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES, MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. SEVEN STATES DOES NOT WARRANT UNINTERRUPTED OR ERROR FREE OPERATION OF EQUIPMENT.



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

AGENDA ITEM NO:
AGENDA DATE: August 16, 2022
PAGE: 1

SUBJECT: Request authorization to purchase a 6" and 4" water meter set up from Central Pipe Supply Inc in the amount of \$8,250.82 for stock inventory.

AMOUNT & SOURCE OF FUNDING: 2021-2022

FISCAL NOTE:

AUTHORIZATION HISTORY

**REQUESTING
DEPARTMENT:** Utilities

**DIRECTOR'S
AUTHORIZATION:** Edward C. Kemp, General Manager

FOR MORE INFORMATION CONTACT: Edward C. Kemp 323-3133

Central Pipe Supply is the sole proprietor of Badger meters in Mississippi which are the only meters that work with our AMI system.

SUGGESTED MOTION:

Move approval to purchase a 6" and 4" water meter set up from Central Pipe Supply Inc in the amount of \$8,250.82 for stock inventory.

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CENTRAL PIPE SUPPLY - JACKSON
101 WARE ROAD
PEARL, MS 39208
601-939-3322
Fax 601-932-8944



Quotation

EXPIRATION DATE	QUOTE NUMBER
07/31/2022	S100304956
CENTRAL PIPE SUPPLY - JACKSON 101 WARE ROAD PEARL, MS 39208 601-939-3322 Fax 601-932-8944	PAGE NO.
	1 of 1

QUOTE TO:

SHIP TO:

STARKVILLE UTILITIES
PO BOX 927
ACCOUNTS PAYABLE
STARKVILLE, MS 39759-2201

STARKVILLE UTILITIES
605 DR MLK JR DRIVE EAST
STARKVILLE, MS 39759

CUSTOMER NUMBER	CUSTOMER PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
6294				
WRITER	SHIP VIA	TERMS	SHIP DATE	FREIGHT ALLOWED
CAMERON DILMORE		NET 30 DAYS	07/29/2022	Yes
ORDER QTY	DESCRIPTION		UNIT PRICE	EXT PRICE
1ea	* * * START SERIAL NUMBERS @ 11125243 & RUN ENTIRE ORDER * * 6" X 24" BADGER G2 BRONZE E-SERIES METER, USG, W/ NICOR CONNECTOR, 6' FT LEAD W/ FIRE SERVICE ADDED OPTION SERIAL # LAZER ETCHED ON TOP OF LID SERIAL # BARCODED UNDER LID 8 DIAL **SPECIAL ORDER - NON RETURNABLE** Pn: 60171		5040.000/ea	5040.00
1ea	4" X 20" LL BADGER G2 BRONZE E-SERIES FLANGED METER, USG, W/ NICOR CONNECTOR, 6' FT LEAD W/ FIRE SERVICE ADDED OPTION SERIAL # LAZER ETCHED ON TOP OF LID SERIAL # BARCODED UNDER LID 8 DIAL **SPECIAL ORDER - NON RETURNABLE** Pn: 61147		3210.820/ea	3210.82

Tax not included.
Pricing subject to change due to volatility in the marketplace.

Subtotal	8250.82
S&H Charges	0.00
Amount Due	8250.82



4545 W Brown Deer Road
PO Box 245036
Milwaukee, Wisconsin 53224-9536
414-355-0400 | 800-876-3837
www.badgermeter.com

May 19, 2022

Mr. Jerry Ussher,
Starkville Utilities
605 DR MLK JR DRIVE EAST
Starkville, MS 39759

RE: Sole Source Letter

Dear Mr. Ussher:

This correspondence confirms that Central Pipe Supply, Inc. is the sole authorized distributor of Badger Meter products for the Eastern region of the United States.

In the event you have any questions regarding this correspondence, we can be reached by telephone at 8008763837 or by email at bids@badgermeter.com.

Sincerely,

BADGER METER, INC.

A handwritten signature in blue ink, appearing to read 'Charla D. Dury', written over the printed name.

Charla D. Dury
Assistant Secretary and Proposal Lead