

**MINUTES OF THE RECESS MEETING
OF THE MAYOR AND BOARD OF ALDERMEN**

**The City of Starkville, Mississippi
December 20, 2011**

Be it remembered that the Mayor and Board of Alderman met in a Recess Meeting on December 20, 2011 at 5:30 p.m. in the Courtroom of City Hall, located at 101 E. Lampkin Street, Starkville, MS. There being present were Mayor Parker Wiseman, Aldermen Sandra Sistrunk, Eric Parker, Jeremiah Dumas, Roy A. Perkins, Henry Vaughn, Sr., and Alderman Richard Corey. Absent was Alderman Ben Carver. Attending the Board were City Attorney Chris Latimer and City Clerk Markeeta Outlaw.

Mayor Parker Wiseman opened the meeting by asking those in attendance to recite the Pledge of Allegiance, which was immediately followed by a moment of silence.

REQUESTED REVISIONS TO THE OFFICIAL AGENDA

Alderman Jeremiah Dumas requested the following changes to the December 20, 2011 Official Agenda

Reorder Item X-I to be considered before Item X-E.

Add to Consent Item X-F the acceptance of 1.04 acres of donated land in Greenbriar Subdivision for use by The Park Commission with warranty deed as presented.

Add to Consent Item XI-B-2 Approval of P&Z item #FP 11-12: A request by Boardtown Development for approval of "High Cotton" A final Condominium Plat located in an R-5 (Multi-Family, High-Density) zoning district located at 509 Russell Street in Ward 4 with staff recommendation nine (9) conditions

Add to Consent Item XI-B-3 Approval of P&Z Item #PP 11-02: A request by Mr. & Mrs. Sid Crigler for approval of "Brammelwood Apartments-Phase one" A preliminary plat located in a C-2 (General Business) zoning district located on the Western Side of MS Highway 25 Bypass South approximately 1.3 miles south of MS highway 12 West with staff recommended nine (9) conditions

Alderman Richard Corey requested the following changes to the December 20, 2011 Official Agenda.

Add to Consent Item IV-A approval of the Minutes of the Recess Meeting of the Board of Aldermen of the City of Starkville for November 15, 2011 as revised.

1.

**A MOTION TO APPROVE
THE OFFICIAL AGENDA AS REVISED**

There came for consideration the matter of approving and adopting the December 20, 2011 Official Agenda of the Regular Meeting of the Mayor and Board of Aldermen, as revised. After discussion, and

upon the motion of Alderman Richard Corey., duly seconded by Alderman Sandra Sistrunk, to approve the December 20, 2011 Official Agenda as modified with items listed as consent, the Board voted as follows:

Alderman Ben Carver	voted: <u>Absent</u>
Alderman Sandra Sistrunk	voted: <u>Yea</u>
Alderman Eric Parker	voted: <u>Yea</u>
Alderman Richard Corey	voted: <u>Yea</u>
Alderman Jeremiah Dumas	voted: <u>Yea</u>
Alderman Roy A'. Perkins	voted: <u>Yea</u>
Alderman Henry Vaughn, Sr.	voted: <u>Yea</u>

Having received a majority affirmative vote of those members present and voting, the Mayor declared the motion carried.

Having received no objections to consent items, the Mayor declared the consent items approved.

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

RECESS MEETING OF TUESDAY, DECEMBER 20, 2011
5:30 P.M., COURT ROOM, CITY HALL
101 EAST LAMPKIN STREET

**PROPOSED CONSENT AGENDA ITEMS ARE NOTED ### AND PROVIDED AS APPENDIX A
ATTACHED**

******ITEMS SHOWN IN ITALICS WITH AN ASTERISK HAVE BEEN ADDED, ~~DELETED~~
OR MODIFIED FROM THE ORIGINAL AGENDA.*

- I. **CALL THE MEETING TO ORDER**
- II. **PLEDGE OF ALLEGIANCE AND A MOMENT OF SILENCE**
- III. **APPROVAL OF THE OFFICIAL AGENDA**
 - A. CONSIDERATION OF THE APPROVAL OF THE CONSENT AGENDA
(SEE APPENDIX A)
- IV. **APPROVAL OF BOARD OF ALDERMEN MINUTES**

- A. CONSIDERATION OF THE APPROVAL OF THE MINUTES OF THE RECESS MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF STARKVILLE FOR NOVEMBER 15, 2011.

V. ANNOUNCEMENTS AND COMMENTS

MAYOR'S COMMENTS:

CONGRATULATIONS TO BEN GRIFFITH WHO WAS ELECTED VICE PRESIDENT OF THE AFMM (ASSOCIATION OF FLOODPLAIN MANAGERS IN MISSISSIPPI) AT THEIR RECENT CONFERENCE IN TUNICA, MS. HE WAS ALSO ELECTED AS THE NORTHERN REPRESENTATIVE TO THE EXECUTIVE BOARD TO THE MISSISSIPPI CHAPTER OF THE AMERICAN PLANNING ASSOCIATION.

BOARD OF ALDERMEN COMMENTS:

VI. CITIZEN COMMENTS

VII. PUBLIC APPEARANCES

- A. PRESENTATION BY WHITNEY HILTON ON THE ADA WORKSHOP PLANNED FOR JANUARY 26, 2012, AT THE SPORTSPLEX WITH A REQUEST FOR CITY FUNDING SUPPORT.

VIII. PUBLIC HEARING

- A. A PUBLIC HEARING FOR ITEM #OR 11-01: A PROPOSED ORDINANCE REPEALING AND REPLACING THE "CHART OF PERMITTED USES" FOUND IN APPENDIX A, ARTICLE VIII, SECTION M AND THE DEFINITIONS FOUND IN APPENDIX A, ARTICLE II OF THE CITY'S CODE OF ORDINANCES
- B. A PUBLIC HEARING FOR ITEM #OR 11-02: A PROPOSED ORDINANCE AMENDING THE CITY'S OFFICIAL ZONING MAP AND CODE OF ORDINANCES BY ADDING APPENDIX A, ARTICLE A. ZONING, ARTICLE VII, DISTRICT REGULATIONS, SECTION T, TRANSECT DISTRICTS, BY MEANS OF A PREPARED FORM BASED CODE ENTITLED "DOWNTOWN/MSU CORRIDORS CODE" FOR AREAS WHICH INCLUDE PORTIONS OF MS HIGHWAY 182, MAIN STREET, UNIVERSITY DRIVE, LAMPKIN STREET AND RUSSELL STREET

IX. MAYOR'S BUSINESS

- A. CONSIDERATION OF THE ACCEPTANCE OF THE SUBMISSION BY ARNETT MULDROW & ASSOCIATES FOR THE CREATION OF A REDEVELOPMENT AUTHORITY FOR THE CITY OF STARKVILLE.
- B. DISCUSSION AND CONSIDERATION OF THE BOARD OF ALDERMEN WINTER RETREAT FOR 2012.
- C. PRESENTATION ON A PROPOSED STORM SEWER UTILITY ENTERPRISE SERVICE FOR THE CITY OF STARKVILLE.

X. BOARD BUSINESS

****### A. CONSIDERATION OF APPROVING AN EXTENSION TO THE MORATORIUM ON THE PAYDAY LOAN BUSINESS UNTIL MARCH 31, 2012, OR UNTIL THE EFFECTIVE DATE OF THE APPROVAL OF THE LAND USE DOCUMENT.

B. CONSIDERATION OF THE APPROVAL OF THE FUNDING SUPPORT FOR THE ADA WORKSHOP TO BE HELD ON JANUARY 26, 2012, IN AN AMOUNT NOT TO EXCEED \$1,500.00.

C. CONSIDERATION OF THE APPROVAL OF PLACING A FLYER FOR THE OKTIBBEHA COUNTY HUMANE SOCIETY IN THE ELECTRIC DEPARTMENT BILLING CYCLE FOR FEBRUARY 2012.

D. CONSIDERATION OF THE ADOPTION OF A NEW LOGO, SEAL AND FLAG FOR THE CITY OF STARKVILLE.

E. REPORT ON THE STATUS OF GRETA LANE AND OTHER UNIMPROVED STREETS WITHIN THE CITY LIMITS OF THE CITY OF STARKVILLE

F. CONSIDERATION OF THE ACCEPTANCE OF 1.04 ACRES OF DONATED LAND IN GREENBRIAR SUBDIVISION FOR USE BY THE PARK COMMISSION.

G. CONSIDERATION OF MAKING APPOINTMENTS TO THE GOLDEN TRIANGLE REGIONAL LANDFILL AUTHORITY AND THE GEORGE M. BRYAN AIRPORT BOARD FOR THE TERMS BEGINNING 01-01-12.

H. CONSIDERATION OF THE APPROVAL OF THE ATTENDANCE OF THE BOARD OF ALDERMEN WITH THE EXCEPTION OF ALDERMAN PERKINS, CHIEF ADMINISTRATIVE OFFICER, CITY CLERK AND THE CITY ATTORNEY TO THE MID-WINTER MML CONFERENCE IN JACKSON, MS.

I. CONSIDERATION OF AUTHORIZING THE PURCHASE OF THE FLAGS WITH NEW LOGO FOR OFFICIAL USE FOR THE CITY OF STARKVILLE IN AN AMOUNT NOT TO EXCEED \$1,500.00.

XI. DEPARTMENT BUSINESS

A. AIRPORT

THERE ARE NO ITEMS FOR THIS AGENDA

B. BUILDING, CODES AND PLANNING DEPARTMENT

1. CONSIDERATION TO APPROVE P&Z ITEM #FP 11-11: A REQUEST BY FRANK JONES DEVELOPMENT, LLC, FOR APPROVAL OF "COUNTRY CLUB ESTATES FINAL PLAT— PHASE 2" LOCATED IN AN R-4 (ZERO LOT LINE/CLUSTER DEVELOPMENT) ZONING DISTRICT EAST OF SOUTH MONTGOMERY STREET IN WARD 3

2. CONSIDERATION TO APPROVE P&Z ITEM #FP 11-12: A REQUEST BY BOARDTOWN DEVELOPMENT FOR APPROVAL OF "HIGH COTTON" A FINAL CONDOMINIUM PLAT LOCATED IN AN R-5 (MULTI-FAMILY, HIGH-DENSITY) ZONING DISTRICT LOCATED AT 509 RUSSELL STREET IN WARD 4

3. CONSIDERATION TO APPROVE P&Z ITEM #PP 11-02: A REQUEST BY MR. & MRS. SID CRIGLER FOR APPROVAL OF "BRAMMELWOOD APARTMENTS—PHASE ONE" A PRELIMINARY PLAT LOCATED IN A C-2 (GENERAL BUSINESS) ZONING DISTRICT LOCATED ON THE WESTERN SIDE OF MS HIGHWAY 25 BYPASS SOUTH, APPROXIMATELY 1.3 MILES SOUTH OF MS HIGHWAY 12 WEST IN WARD 2.

C. OFFICE OF THE CITY CLERK

*****1. *REQUEST APPROVAL OF THE CITY OF STARKVILLE CLAIMS DOCKET FOR ALL DEPARTMENTS EXCEPT THE FIRE DEPARTMENT AS OF DECEMBER 19, 2011.*

2. REPORT OF THE RECEIPTS AND EXPENDITURES FOR PERIOD ENDING NOVEMBER 30, 2011, IN ACCORDANCE WITH §21-35-13 OF THE MISSISSIPPI CODE OF 1972 ANNOTATED.

3. CONSIDERATION OF ADVERTISING FOR BIDS FOR MUNICIPAL DEPOSITORIES FOR THE CALENDAR YEARS 2012-2014.

D. COURTS

1. REQUEST AUTHORIZATION TO ENTER ON THE MINUTES THE COMPLETION OF CERTIFIED TRAINING FOR MUNICIPAL COURT CLERK DEBRA WOOD IN ACCORDANCE WITH MS §21-23-12.

E. ELECTRIC DEPARTMENT

1. REQUEST APPROVAL OF THE SOURCE OF SUPPLY BIDS FOR THE STARKVILLE ELECTRIC DEPARTMENT.

F. ENGINEERING AND STREETS

1. REQUEST APPROVAL OF A PRELIMINARY ENGINEERING DESIGN CONTRACT EXTENSION AS PART OF THE LYNN LANE MULTI-USE PATH PROJECT AND AUTHORIZATION FOR THE MAYOR TO EXECUTE THE CONTRACT ADDENDUM.

2. REQUEST APPROVAL OF A CONSTRUCTION ENGINEERING AND INSPECTION CONTRACT EXTENSION AS PART OF THE LOUISVILLE STREET PROJECT AND AUTHORIZATION FOR THE MAYOR TO EXECUTE THE CONTRACT ADDENDUM

G. FIRE DEPARTMENT

THERE ARE NO ITEMS FOR THIS AGENDA

H. INFORMATION TECHNOLOGY DEPARTMENT

1. REQUEST CONSIDERATION OF APPROVING AN AUDIT AND AN AGREEMENT FOR A COORDINATED BILLING PROCESS WITH SOUTHERN TELECOMMUNICATIONS.

I. PERSONNEL

THERE ARE NO ITEMS FOR THIS AGENDA

J. POLICE DEPARTMENT

THERE ARE NO ITEMS FOR THIS AGENDA

K. PUBLIC SERVICES

1. REQUEST APPROVAL TO ADVERTISE FOR THE SALE OF SCRAP STEEL AND NON-FUNCTIONING WATER METERS.

2. REQUEST APPROVAL OF SOURCE OF SUPPLY BIDS FOR THE PUBLIC SERVICES DEPARTMENT.

L. SANITATION & ENVIRONMENTAL SERVICES

THERE ARE NO ITEMS FOR THIS AGENDA

XII. ADJOURN UNTIL JANUARY 3, 2012 @ 5:30 AT 101 LAMPKIN STREET IN THE CITY HALL COURTROOM.

The City of Starkville is accessible to persons with disabilities. Please call the ADA Coordinator, Mr. Bob Hall, at (662) 323-2525, ext. 132 at least forty-eight (48) hours in advance for any services requested.

APPENDIX A

PROPOSED CONSENT AGENDA

IX. MAYOR'S BUSINESS – NO ITEMS

X. BOARD BUSINESS

B. CONSIDERATION OF THE APPROVAL OF THE FUNDING SUPPORT FOR THE ADA WORKSHOP TO BE HELD ON JANUARY 26, 2012, IN AN AMOUNT NOT TO EXCEED \$1,500.00.

~~C. CONSIDERATION OF APPROVING AN EXTENSION TO THE MORATORIUM ON THE PAYDAY LOAN BUSINESS UNTIL MARCH 31, 2012, OR UNTIL THE EFFECTIVE DATE OF THE APPROVAL OF THE LAND USE DOCUMENT.~~

E. CONSIDERATION OF THE APPROVAL OF PLACING A FLYER FOR THE OKTIBBEHA COUNTY HUMANE SOCIETY IN THE ELECTRIC DEPARTMENT BILLING CYCLE FOR FEBRUARY 2012.

H. CONSIDERATION OF THE APPROVAL OF THE ATTENDANCE OF THE BOARD OF ALDERMEN WITH THE EXCEPTION OF ALDERMAN PERKINS, CHIEF ADMINISTRATIVE OFFICER, CITY CLERK AND THE CITY ATTORNEY TO THE MID-WINTER MML CONFERENCE IN JACKSON, MS.

XI. DEPARTMENT BUSINESS

A. AIRPORT – NO ITEMS

B. BUILDING DEPARTMENT – NO ITEMS

C. OFFICE OF THE CITY CLERK

1. REQUEST APPROVAL OF THE CITY OF STARKVILLE CLAIMS DOCKET FOR ALL DEPARTMENTS EXCEPT THE FIRE DEPARTMENT AS OF DECEMBER 15, 2011.
2. REPORT OF THE RECEIPTS AND EXPENDITURES FOR PERIOD ENDING NOVEMBER 30, 2011, IN ACCORDANCE WITH §21-35-13 OF THE MISSISSIPPI CODE OF 1972 ANNOTATED.
3. CONSIDERATION OF ADVERTISING FOR BIDS FOR MUNICIPAL DEPOSITORIES FOR THE CALENDAR YEARS 2012-2014.

D. COURTS

1. REQUEST AUTHORIZATION TO ENTER ON THE MINUTES THE COMPLETION OF CERTIFIED TRAINING FOR MUNICIPAL COURT CLERK DEBRA WOOD IN ACCORDANCE WITH MS §21-23-12.

E. ELECTRIC DEPARTMENT

1. REQUEST APPROVAL OF THE SOURCE OF SUPPLY BIDS FOR THE STARKVILLE ELECTRIC DEPARTMENT.

F. ENGINEERING AND STREETS

1. REQUEST APPROVAL OF A PRELIMINARY ENGINEERING DESIGN CONTRACT EXTENSION AS PART OF THE LYNN LANE MULTI-USE PATH PROJECT AND AUTHORIZATION FOR THE MAYOR TO EXECUTE THE CONTRACT ADDENDUM.
2. REQUEST APPROVAL OF A CONSTRUCTION ENGINEERING AND INSPECTION CONTRACT EXTENSION AS PART OF THE LOUISVILLE STREET PROJECT AND AUTHORIZATION FOR THE MAYOR TO EXECUTE THE CONTRACT ADDENDUM

G. FIRE DEPARTMENT - NO ITEMS

H. INFORMATION TECHNOLOGY

1. REQUEST CONSIDERATION OF APPROVING AN AUDIT AND AN AGREEMENT FOR A COORDINATED BILLING PROCESS WITH SOUTHERN TELECOMMUNICATIONS.

I. PERSONNEL – NO ITEMS

I. POLICE DEPARTMENT – NO ITEMS

J. PUBLIC SERVICES

1. REQUEST APPROVAL TO ADVERTISE FOR THE SALE OF SCRAP STEEL AND NON-FUNCTIONING WATER METERS.
2. REQUEST APPROVAL OF SOURCE OF SUPPLY BIDS FOR THE PUBLIC SERVICES DEPARTMENT.

K. SANITATION AND ENVIRONMENTAL SERVICES - NO ITEMS

CONSENT ITEMS 2 -17

2.

**APPROVAL OF THE MINUTES OF THE RECESS MEETING
OF THE BOARD OF ALDERMEN OF THE CITY OF STARKVILLE FOR
NOVEMBER 15, 2011 AS REVISED**

Upon the motion of Alderman Richard Corey, duly seconded by Alderman Sandra Sistrunk, and adopted by the Board to approve the December 20, 2011 Official Agenda, and to accept items for Consent, whereby the "approval of the Minutes of the Recess Meeting of the Board of Aldermen of The City of Starkville for November 15, 2011 as revised." is enumerated, this consent item is thereby approved.

3.

**APPROVAL OF THE FUNDING SUPPORT FOR
THE ADA WORKSHOP TO BE HELD ON JANUARY 26, 2012 IN AN
AMOUNT NOT TO EXCEED \$1500.00**

Upon the motion of Alderman Richard Corey, duly seconded by Alderman Sandra Sistrunk, and adopted by the Board to approve the December 20, 2011 Official Agenda and to accept items for Consent, whereby the "approval of the funding support for the ADA Workshop to be held on January 26, 2012 in an amount not to exceed \$1,500.00" is enumerated, this consent item is thereby approved.

4.

**APPROVAL OF PLACING A FLYER FOR THE OKTIBBEHA COUNTY
HUMANE SOCIETY IN THE ELECTRIC DEPARTMENT BILLING CYCLE
FOR FEBRUARY 2012**

Upon the motion of Alderman Richard Corey, duly seconded by Alderman Sandra Sistrunk, and adopted by the Board to approve the December 20, 2011 Official Agenda, and to accept items for Consent, whereby the "approval of placing a flyer for the Oktibbeha County Humane Society in the Electric Department billing cycle for February 2012" is enumerated, this consent item is thereby approved.

5.

**APPROVAL OF THE ACCEPTANCE OF 1.04 ACRES OF DONATED LAND IN
GREENBRIAR SUBDIVISION FOR USE BY THE PARK COMMISSION WITH
WARRANTY DEED AS PRESENTED**

Upon the motion of Alderman Richard Corey, duly seconded by Alderman Sandra Sistrunk, and adopted by the Board to approve the December 20, 2011 Official Agenda, and to accept items for Consent, whereby the "approval of the acceptance of 1.04 acres of

donated land in Greenbriar Subdivision for use by the Park Commission with warranty deed as presented" is enumerated, this consent item is thereby approved.

6.

APPROVAL OF THE ATTENDANCE OF THE BOARD OF ALDERMEN WITH EXCEPTION OF ALDERMAN PERKINS, CHIEF ADMINISTRATIVE OFFICER, CITY CLERK AND THE CITY ATTORNEY TO THE MID-WINTER MML CONFERENCE IN JACKSON, MS

Upon the motion of Alderman Richard Corey, duly seconded by Alderman Sandra Sistrunk, and adopted by the Board to approve the December 20, 2011 Official Agenda, and to accept items for Consent, whereby the "approval of the attendance of the Board of Aldermen with exception of Alderman Perkins, Chief Administrative Officer, City Clerk and the City Attorney to the Mid-Winter MML conference in Jackson, MS" is enumerated, this consent item is thereby approved.

7.

APPROVAL OF P&Z ITEM #FP 11-12: A REQUEST BY BOARDTOWN DEVELOPMENT FOR APPROVAL OF "HIGH COTTON" A FINAL CONDOMINIUM PLAT LOCATED IN AN R-5 (MULTI-FAMILY, HIGH DENSITY) ZONING DISTRICT LOCATED AT 509 RUSSEL STREET WITH STAFF RECOMMENDED NINE (9) CONDITIONS.

Upon the motion of Alderman Richard Corey, duly seconded by Alderman Sandra Sistrunk, and adopted by the Board to approve the December 20, 2011 Official Agenda, and to accept items for Consent, whereby the "approval of P&Z Item #FP 11-12: A request by Boardtown Development for approval of "High Cotton" A final condominium plat located in an R-5 (multi-family, High Density) Zoning District located at 509 Russel Street with staff recommended nine (9) conditions" is enumerated, this consent item is thereby approved.

Findings and Comments

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 proposed subdivision meets all R-5 zoning dimensions. All easements have been placed as close to the roadway as possible for ease of utility access.

CONCLUSIONS

The Planning & Zoning Commission's recommendation for approval of the "High Cotton" final condominium plat located at 509 Russell Street, would be based on the final plat dated November 22, 2011, the findings of fact and conclusions of this staff report dated December 8, 2011, and the following conditions:

1. The final plat shall meet the minimum standards for the State of Mississippi, as required by §17-1-23 and §17-1-25 of the Mississippi Code of 1972, as amended.
2. The final plat shall meet the minimum requirements for R-5 zoning dimensions.
3. All public utilities are currently in place.
4. Erosion control vegetation shall be established on all disturbed areas.
5. Sidewalk construction shall conform to the City's Sidewalk Ordinance and ADA standards and shall be required prior to the issuance of a Certificate of Occupancy for the building.
6. General Note #12 shall be stricken from the face of the plat prior to staff execution and recording.
7. The condominium documents shall include provisions for the maintenance of common areas and the City Attorney's standard hold-harmless indemnification clause.
8. The applicant shall provide two paper copies of the recorded plat to the City, along with a digital copy in "AutoCAD" format in standard state plane coordinates.
9. The final plat shall be recorded at the Office of the Oktibbeha County Chancery Clerk within thirty (30) days of the approval by the Mayor and Board of Aldermen.

8.

APPROVAL OF P&Z ITEM #PP 11-02: A REQUEST BY MR. & MRS. SID CRIGLER FOR APPROVAL OF BRAMMELWOOD APARTMENTS PHASE ONE” A PRELIMINARY PLAT LOCATED IN A C-2 (GENERAL BUSINESS ZONING DISTRICT LOCATED ON THE WESTERN SIDE OF MS HIGHWAY 25 BYPASS SOUTH, APPROXIMATELY 1.3 MILES SOUTH OF MS HIGHWAY 12 WEST IN WARD 2 WITH NINE (9) CONDITIONS

Upon the motion of Alderman Richard Corey, duly seconded by Alderman Sandra Sistrunk, and adopted by the Board to approve the December 20, 2011 Official Agenda, "approval of P&Z item # PP 11-02: a request by Mr. & Mrs. Sid Crigler for approval of Brammelwood Apartments phase one” a preliminary plat located in a C-2 (General Business Zoning District located on the western side of MS Highway 25 Bypass South, approximately 1.3 miles south of MS highway 12 West with staff recommended nine (9) conditions" is enumerated, this consent item is thereby approved.

The developer of the Brammelwood project has not installed the sanitary sewer collection system at this time. The purchaser of Lot #1 has voluntarily agreed to install a private “grinder” pump and small force main to the City main on Bluefield Road so that construction may commence on their lot. When the developer completes the subdivision, the owner of Lot #1 will abandon the grinder pump and connect to a gravity sewer system that will flow to a pump station the developer plans to install.

Easements and Dedications

The exact locations of all necessary easements and dedications for utilities will be determined during the infrastructure plan review and will be shown on the phased final plats. The roadways will be dedicated to the City and will be required to meet the City’s minimum specifications. The electrical service will be provided by the 4-County EPA and placed underground. Potable water and sanitary sewer service will be provided by the City. Street names and address numbers have been proposed by the applicant and will require review and approval by the Post Office and 9-1-1 Dispatch Office prior to review and approval of a final plat. The City’s Development Review Committee has recommended approval of the preliminary plat as proposed.

Findings and Comments

The preliminary 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 proposed subdivision meets C-2 zoning dimensions and minimum City roadway requirements. All easements have been placed at the front of the lots along the roadways for easy access.

CONCLUSIONS

The Planning & Zoning Commission’s recommendation for approval of the “Brammelwood Apartments—Phase One” preliminary subdivision plat located on the western side of the MS Highway 25 Bypass south, approximately 1.3 miles south of MS Highway 12 West would be based on the preliminary plat dated November 14, 2011, the findings of fact and conclusions of this staff report dated December 8, 2011, and the following conditions:

1. The preliminary plat 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.
2. The preliminary plat shall meet the minimum requirements for C-2 zoning dimensions.
3. Approval of the preliminary plat shall be tentative, pending the submission of the final plat, as specified in Appendix B, Article IV, Section 3 of the City of Starkville’s Code of Ordinances.

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

9.

APPROVAL OF REPORT OF THE RECEIPTS AND EXPENDITURES FOR PERIOD ENDING NOVEMBER 30, 2011, IN ACCORDANCE WITH 21-35-13 OF THE MISSISSIPPI CODE OF 1972 ANNOTATED

Upon the motion of Alderman Richard Corey, duly seconded by Alderman Sandra Sistrunk, and adopted by the Board to approve the December 20, 2011 Official Agenda, and to accept items for Consent, whereby the "approval of report of the receipts and expenditures for period ending November 30, 2011, in accordance with 21-35-13 of the Mississippi Code of 1972 annotated" is enumerated, this consent item is thereby approved.

10.

APPROVAL OF ADVERTISING FOR BIDS FOR MUNICIPAL DEPOSITORIES FOR THE CALENDAR YEARS 2012-2014

Upon the motion of Alderman Richard Corey, duly seconded by Alderman Sandra Sistrunk, and adopted by the Board to approve the December 20, 2011 Official Agenda, and to accept items for Consent, whereby the "approval of advertising for bids for Municipal Depositories for the Calendar Years 2012-2014" is enumerated, this consent item is thereby approved.

11.

APPROVAL TO ENTER ON THE MINUTES THE COMPLETION OF CERTIFIED TRAINING FOR MUNICIPAL COURT CLERK DEBRA WOOD IN ACCORDANCE WITH MS 21-23-12

Upon the motion of Alderman Richard Corey, duly seconded by Alderman Sandra Sistrunk, and adopted by the Board to approve the December 20, 2011 Official Agenda, and to accept items for Consent, whereby the "approval to enter on the Minutes the completion of Certified Training for Municipal Court Clerk Debra Wood in accordance with MS 21-23-12" is enumerated, this consent item is thereby approved.

12.

APPROVAL OF THE SOURCE OF SUPPLY BIDS FOR THE STARKVILLE ELECTRIC DEPARTMENT

Upon the motion of Alderman Richard Corey, duly seconded by Alderman Sandra Sistrunk, and adopted by the Board to approve the December 20, 2011 Official Agenda, and to accept items for Consent, whereby the "approval of the Source of Supply Bids for the Starkville Electric Department" is enumerated, this consent item is thereby approved.

13.

APPROVAL OF A PRELIMINARY ENGINEERING DESIGN CONTRACT EXTENSION AS PART OF THE LYNN LANE MULTI-USE PATH PROJECT AND AUTHORIZATION FOR THE MAYOR TO EXECUTE THE CONTRACT ADDENDUM

Upon the motion of Alderman Richard Corey, duly seconded by Alderman Sandra Sistrunk, and adopted by the Board to approve the December 20, 2011 Official Agenda, and to accept items for Consent, whereby the “approval of a Preliminary Engineering Design Contract Extension as part of the Lynn Lane Multi-Use Path Project and authorization for the Mayor to execute the Contract Addendum” is enumerated, this consent item is thereby approved.

Between the
City of Starkville
And
Neel-Schaffer, Inc.

SUPPLEMENTAL AGREEMENT NO. 1

Lynn Lane Bicycle / Pedestrian Path (Along Lynn Ln. from McKee Park to S. Montgomery St., then North along S. Montgomery St. to Howard Rd.)
OKTIBBEHA COUNTY
STP-0420-00(016)LPA/105527-701000

WHEREAS, **Neel-Schaffer, Inc.** (the CONSULTANT) entered into the Engineering Services Contract with the **City of Starkville** (the LPA) on the **14th of October 2010**, to perform design services for a bicycle and pedestrian path along Lynn Lane from McKee Park to South Montgomery Street, then north along South Montgomery Street to Howard Road, as provided for in Project No. STP-0420-00(016) (the PROJECT); and,

WHEREAS, a contract time extension has been requested associated with third party plan review coordination and scheduling delays; and,

WHEREAS, the LPA agrees that the original scope of work has not been changed and the CONSULTANT is not entitled to additional compensation for the contract time extension;

NOW THEREFORE, it is mutually agreed that the CONSULTANT will accomplish such original scope of work in accordance with the Contract as modified herein:

Contract Term

This CONTRACT term shall be extended until such time as the above named project is successfully completed to the satisfaction of the LPA or until **December 31, 2012 at 11:59 P.M.**, CDT, at which time this CONTRACT shall absolutely and finally terminate.

During the term of this CONTRACT, the LPA reserves the right to terminate this CONTRACT in whole or in part, at any time, with or without cause, upon seven (7) days written notice to the CONSULTANT, notwithstanding any just claims by the CONSULTANT for payment of SERVICES rendered prior to the date of termination. The LPA shall be liable only for the costs, fees and expenses for demobilization and close out of contract, based on actual time and expenses incurred by CONSULTANT in the packaging and shipment of all documents covered by this CONTRACT to the LPA. In no event shall the LPA be liable for lost profits or other consequential damages.

14.

**APPROVAL OF A CONSTRUCTION ENGINEERING AND INSPECTION
CONTRACT EXTENSION AS PART OF THE LOUISVILLE STREET PROJECT
AND AUTHORIZATION FOR THE MAYOR TO EXECUTE THE CONTRACT
ADDENDUM**

Upon the motion of Alderman Richard Corey, duly seconded by Alderman Sandra Sistrunk, and adopted by the Board to approve the December 20, 2011 Official Agenda, and to accept items for Consent, whereby the “approval of a Construction Engineering and Inspection Contract Extension as part of the Louisville Street Project and authorization for the Mayor to Execute the Contract Addendum” is enumerated, this consent item is thereby approved.

December 13, 2011

Parker Wiseman, Mayor
 City of Starkville
 101 Lampkin Street
 Starkville, MS 39759

Subject: **Letter Agreement Request #1**
Project # STP-7107-00(003)LPA/ 105987-701000

Dear Mayor Wiseman:

Neel Schaffer, Inc. (the CONSULTANT) entered into a Contract with the City of Starkville (the LPA) on the 15th day of November, 2011 to provide the services of construction engineering consultation for the Louisville Street Improvements. A "minor change" is being requested in accordance with "Article XIII Modification" of this CONTRACT. The minor change is, hereby, identified below:

The CONSULTANT requests modifications to Table 1: Rate Schedule for Labor Hours due to discrepancies between the Table 1: Rate Schedule Labor Hours as seen on Exhibit 3, page 22 and the Cost Estimate for Labor Hour /Lump Sum Contract Schedule in the Contract. The Consultant/LPA did not incorporate the current overhead rates when calculating the Labor Hour Rates defined in Table 1. The revised Table 1: Rate Schedule for Labor Hours will be as follows:

Table 1: Rate Schedule for Labor Hours:

Classification	Name	(2011) Reg	(2011) OT	(2012) Reg	(2012) OT
Engineer IV	Keith Swain, PE	139.07		141.85	
Engineer I (Project Engineer)	Aaron McNeal, PE	93.62		95.48	
Administrative Assistant		61.19		62.41	
Inspector IV		62.77	75.77	64.03	77.29
Inspector III		55.53	67.03	56.70	68.43
Inspector II		48.29	58.29	49.30	59.50
Inspector I		28.97	34.97	29.58	35.70
Land Surveyor I		55.14	66.56	56.29	67.93
Land Surveyor Intern I		46.79	56.48	47.78	57.67
Engineer Intern		53.11	64.11	54.24	65.46

This request will not alter or modify the goals or objectives of the project, the scope of work, the maximum compensation allowed, or the time allotted for this CONTRACT. This Letter Agreement shall become effective upon the latest date of execution.

This Letter Agreement in no way modifies or changes this CONTRACT of which it becomes a part except as specifically stated herein.

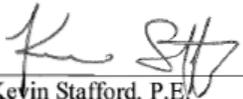
Therefore, this Letter of Agreement is so accepted and agreed this 20th day of December, 2011.

City of Starkville

Parker Wiseman, Mayor

DATE

Neel Schaffer, Inc.



Kevin Stafford, P.E.

12/13/11

DATE

15.

APPROVAL OF AN AUDIT AND AN AGREEMENT FOR A COORDINATED BILLING PROCESS WITH SOUTHERN TELECOMMUNICATIONS

Upon the motion of Alderman Richard Corey, duly seconded by Alderman Sandra Sistrunk, and adopted by the Board to approve the December 20, 2011 Official Agenda, and to accept items for Consent, whereby the “approval of an audit and an agreement for a coordinated billing process with Southern Telecommunications” is enumerated, this consent item is thereby approved.



Service Proposal
 City of Starkville
 May 9, 2011

Starkville, MS	Current Telephone Co.		Southern Telecom	
	QTY.	UNIT Totals	QTY.	Totals\$
LINE CHARGES				
662-323-4583	82	\$ 2,641.68	82	\$ 2,494.72
Analog Private Line Circuits	4	\$ 931.20	4	\$ 931.20
FEATURES				
Included Above				
LONG DISTANCE				
Long Distance Services	7049.6	\$ 406.47	7049.6	\$ 406.23
INTERNET				
DSL Services	9	\$ 669.55	9	\$ 744.55
10 Meg DIA Service		\$ 1,670.00		\$ 1,516.00
TAXES				
State, Federal & USF Taxes		Included		Estimated
TOTALS		\$ 6,318.90		\$ 6,092.70

% OF SAVINGS: 4%
MONTHS SAVED: 0.4

TOTAL SAVINGS: \$ 226.20 PER MONTH
\$ 2,714.40 PER YEAR
\$ 13,572.00 / 5 YEARS

* Month to month term agreement.
 * Local dialing plan will remain the same. All telephone numbers will remain the same.
 * STC long distance rate per minute is .051 cents for calls outside local calling area.
 * DIA circuit existing agreement terms unknown at this time.



Southern Telecommunications Proposed *vs Current Carrier, Monthly Cost Comparison*

CURRENT COST:

\$ 6,318.90 MONTHLY \$ 75,826.80 ANNUALLY

SOUTHERN TELECOM PROPOSED COST:

\$ 6,092.70 MONTHLY \$ 73,112.40 ANNUALLY

SOUTHERN TELECOM WILL SAVE YOU

\$ 226.20 MONTHLY \$ 2,714.40 ANNUALLY

Southern Telecommunications Proposed *vs Current Carrier, 5-Year Cost Comparison*

CURRENT COST:

\$ 75,826.80 ANNUALLY \$ 379,134.00 / 5 YEARS

SOUTHERN TELECOM PROPOSED COST:

\$ 73,112.40 ANNUALLY \$ 365,562.00 / 5 YEARS

SOUTHERN TELECOM WILL SAVE YOU

\$ 2,714.40 ANNUALLY \$ 13,572.00 / 5 YEARS

16.

**APPROVAL TO ADVERTISE FOR THE SALE OF SCRAP
STEEL AND NON-FUNCTIONING WATER METERS**

Upon the motion of Alderman Richard Corey, duly seconded by Alderman Sandra Sistrunk, and adopted by the Board to approve the December 20, 2011 Official Agenda, and to accept items for Consent, whereby the “approval to advertise for the sale of scrap steel and non-functioning water meters” is enumerated, this consent item is thereby approved.

17.

**APPROVAL OF SOURCE OF SUPPLY BIDS FOR THE
PUBLIC SERVICES DEPARTMENT**

Upon the motion of Alderman Richard Corey, duly seconded by Alderman Sandra Sistrunk, and adopted by the Board to approve the December 20, 2011 Official Agenda, and to accept items for Consent, whereby the approval of source of supply bids for the Public Services Department” is enumerated, this consent item is thereby approved.

END OF CONSENT ITEMS

MAYOR’S ANNOUNCEMENTS AND COMMENTS

Mayor Parker Wiseman: congratulations to Ben Griffith who was elected Vice President of The AFMM (Association of Floodplain managers in Mississippi) at their recent Conference in Tunica, MS. He was also elected as the Northern Representative to the Executive Board to the Mississippi Chapter of the American Planning Association.

Alderman Jeremiah Dumas thanked Terry Kemp and The Starkville Electric Department for the Downtown Christmas lights.

Alderman Henry Vaughn asked CAO Lynn Spruill and Ben Griffith about the trailer on West Main Street. He wanted to know why it has not been removed as instructed. Alderman Vaughn stated that the trailer was to be moved two months ago. He suggested to the Mayor that this situation is one he should take charge of.

CAO Lynn Spruill informed the Board that the Mobile Home had gone through the Administrative Hearing process and was to come to the Board, however the owners submitted a letter of appeal that will come to the Board on January 3rd, 2012.

Mayor Parker Wiseman acknowledged the appeal process and the owner’s right to an appeal.

Attorney Chris Latimer stated that we do have a process and we have to allow the process to play out because it could put us at risk we don’t need to incur.

Alderman Roy A.' Perkins stated that the City moved without delay in one other area where a mobile home was placed in error.

Roy A' Perkins requested to receive a packet of information prior to the Work Session for Redistricting and the Work Session on Capital Improvement Plan and the Municipal Facilities meeting.

CITIZEN COMMENTS

Alvin Turner stated that the citizens still want more jobs in Starkville and would like to know the 2012 agenda for Ward 6 and Ward 7. He would like the Board to identify the city limits because with a lot of changing the people don't know where the city limits start or stop. Mr. Turner asked to have police patrolling in the Housing Authority area.

PUBLIC APPEARANCES

Whitney Hilton informed the Board about the ADA Workshop that will be held January 26, 2012 at the Sportsplex. The cost for the ADA workshop will be thirty-five dollars (\$35.00), which includes breakfast and lunch. The United States Access Board will be the presenter. They will be targeting Engineers and City Employees and will also provide information concerning the new 2010 ADA Standard for Accessible Design that includes Title 2 states and local governments and Title 3 Public Accommodation in Commercial Facilities.

PUBLIC HEARING

Mayor Parker Wiseman introduced the first Public Hearing Item #OR 11-01: A proposed Ordinance repealing and replacing the "Chart of Permitted Uses" found in Appendix A, Article VII, Section M and the definitions found in Appendix A article II of the City's Code of Ordinances.

City Planner Ben Griffith presented the first Public Hearing for item # OR 11-01: A proposed Ordinance Repealing and Replacing the "Chart Of Permitted Uses" associated revisions of definitions and correction of typos provided on Dec 13 has been included in paper work provided in the packet. A note was added to the reference table of Form Base Codes for land uses in the Transect Districts.

Alderman Roy A.' Perkins asked CAO Lynn Spruill to provide a summary highlight of the new parts of any ordinance presented to the Board of Aldermen.

Alderman Jeremiah Dumas stated that this type of business is filling up the commercial areas in town so rapidly that some prevention has to be done.

Alderman Eric Parker stated that the Chart of Permitted Uses is too restrictive.

Alderman Sandra Sistrunk stated the Chart of Permitted Uses provides the City a tool for going through the process of locating businesses and industries with other similar

businesses and industries in specific areas which the City has previously done by ordinance.

Infavor	Against	Indifferent to
	Alvin Turner	

Alderman Henry Vaughn stated that we are telling people what they can and can not do. He feels that the City is not growing; instead of bringing business in we are running business out.

With no further comments from the members of the Board the Mayor closed the Public Hearing on Item #OR 11-01: A Proposed Ordinance Repealing and Replacing the "Chart of Permitted Uses" and moved to the second Public Hearing item.

Ben Griffith announced the second Public Hearing Item OR 11-02: A proposed Ordinance Amending the City’s Official Zoning Map and Code of Ordinances. District regulations, Section T, Transect Districts, by means of a prepared Form Based Code entitled “Downtown/MSU Corridors Codes” for areas that include portions of MS Highway 182, Main Street, University Drive, Lampkin Street and Russell Street.

For	Against	Indifferent to
Jeremiah Tabor	Mark Guyton	Alvin Turner

With no further comments from the members of the Board the Mayor closed the Public Hearing on Item #OR 11-02: A Proposed Ordinance Amending the City’s Official Zoning Map and Code of Ordinances.

MAYOR BUSINESS

18.

A MOTION TO ACCEPT THE SUBMISSION BY ARNETT MULDROW & ASSOCIATES FOR THE CREATION OF A REDEVELOPMENT AUTHORITY FOR THE CITY OF STARKVILLE

There came for consideration the matter of approving the acceptance of the submission by Arnett Muldrow & Associates for the creation of a Redevelopment Authority for the City of Starkville. After discussion, and

upon the motion of Alderman Jeremiah Dumas, duly seconded by Alderman Sandra Sistrunk, to accept the submission by Arnett, Muldrow and Associates for the creation of a Redevelopment Authority for the City of Starkville, the Board voted as follows:

Alderman Ben Carver	Voted: <u>Absent</u>
Alderman Sandra Sistrunk	Voted <u>Yea</u>
Alderman Eric Parker	Voted: <u>Yea</u>
Alderman Richard Corey	Voted: <u>Yea</u>
Alderman Jeremiah Dumas	Voted: <u>Yea</u>
Alderman Roy A'. Perkins	Voted: <u>Nay</u>
Alderman Henry Vaughn, Sr.	Voted: <u>Nay</u>

Having received a majority affirmative vote of those members present and voting, the Mayor declared the motion carried.

**CONSULTATION SERVICES TO FACILITATE THE CREATION OF A
REDEVELOPMENT AUTHORITY FOR THE CITY OF STARKVILLE**

A. Proposed Approach to Providing the Services Requested

Task One: Project Kick Off

Task one is designed to quickly begin the process of establishing the expectations and goals that the City of Starkville has for creating a Redevelopment Authority. To that end, we recommend that the City of Starkville create a "steering committee" comprised of elected officials and city staff that will guide the process from start to finish.

Tripp Muldrow will travel to Starkville to meet with the steering committee. The agenda of the meeting will include the following: discussion of the boundaries of the area to be established in the Urban Renewal plan in accordance with § 43-35-13 of Mississippi Code, options for the creation of a Redevelopment Authority (Urban Renewal Agency) in accordance with § 43-35-31 of Mississippi Code, and the ultimate goals and outcomes of creating such an entity.

Tripp will also present to the steering committee examples of similar agencies and their structure to guide the discussion.

Task Two: Preparation of the Urban Renewal Plan (Redevelopment Plan)

Fortunately, Starkville benefits from the recent completion of a downtown planning exercise that produced significant recommendations that can be incorporated into the Redevelopment Plan for the area. However, to meet the legal requirements of state code, the plan will need to have a finding of fact of blighting influences in the district and establish boundaries for such district.

With the guidance of the steering committee Arnett Muldrow will prepare a planning document that is in accordance with the most up to date Citywide Comprehensive Plan. This plan will need to be approved by the Starkville Planning and Zoning Commission, presented at a public hearing, and the Board of Alderman must approve the plan along with findings of fact.

To complete the plan, Arnett Muldrow envisions two visits to Starkville that would include meetings with key property owners, the general public, the steering committee, and the Board of Aldermen.

Arnett Muldrow will rely on the City of Starkville to assist by providing all necessary GIS layers in shapefile format at no charge to the consultant so that accurate mapping of the district can be

completed. Arnett Muldrow will also rely on the City of Starkville's legal counsel and staff to review the plans for compliance with state law.

Task Three: Establishment of the Starkville Redevelopment Authority

The Board of Aldermen has many options in establishing a redevelopment authority. In fact they may vest some of the powers of implementing the plan with themselves, with a commissioner, or through another board as its designee. Of course, the Board may also choose to establish an "urban renewal agency" to act as its designee in implementing the plan. Tripp Muldrow will complete one visit to Starkville to conduct a workshop with the Steering Committee to identify the preferred direction. (If necessary, Tripp can return to Starkville for a second meeting to be present at the Board of Aldermen's meeting that reviews the resolution)

Regardless of which direction is chosen, Arnett Muldrow will provide assistance in writing the necessary documents (the establishment resolution and the by-laws).

Arnett Muldrow will rely on the City of Starkville's legal counsel and staff to review the resolution and by-laws for compliance with state law.

Task Four: Seating the Authority, Capitalization Options, and Authority Retreat

Assuming Starkville opts to create an authority (or even if it opts to go in a different direction), it is likely that the Board will want to explore funding options, staffing, and board appointments. If Starkville elects to create a Redevelopment Authority under § 43-35-33 it must seat five authority board members. Arnett Muldrow will work with the Steering Committee to identify the appropriate qualifications to serve on such a board and to determine the proper staff arrangement to successfully execute the goals of the Authority.

The City of Starkville also has several options to capitalize the Authority (or other designee), it may provide a cash infusion to the Authority, may capitalize the group through designating the Authority the owner of city owned and developable property, or it may opt not to capitalize the Authority but vest it instead with incentives and inducements to promote investment in the designated district. Tripp Muldrow will advise the Board and the Steering Committee on these options and provide recommendations.

Finally, Tripp Muldrow will conduct a retreat with the newly seated Authority (if created) to discuss projects and familiarize them with the Urban Renewal Plan, their powers, and the goals of the Board of Aldermen in creating such an entity.

Arnett Muldrow will rely on the City of Starkville's legal counsel and staff to review its work to ensure compliance with state law.

Task Five: Ongoing Support

Arnett Muldrow will provide ongoing support to the City of Starkville, the Board of Aldermen, and the Redevelopment Authority on an as needed basis in accordance with its pre-existing contract for Economic Development Services.

EXPECTED WORK HOURS AND METHOD OF BILLING

Since this is a "process" as much as it is a product, the work hours here are itemized by task to evaluate each separately. Billing will occur on a monthly basis at the rate of \$110 per hour plus travel expenses billed with no markup. (Based on prior experience travel expenses to Starkville will equal approximately \$900 per visit including \$560 for airfare, \$140 for rental car, \$135 for hotel, and \$65 for food, gas, and parking at GSP airport)

Task One: 8 hours (+ expenses for one trip)
Task Two: 48 hours (+ expenses for two trip)
Task Three: 10 hours (+ expenses for one trip)
Task Four: 26 hours (+ expenses for one trip)
Task Five: To be determined

***Arnett Muldrow & Associates is currently under contract with the Starkville Convention and Visitors Bureau for ongoing services to downtown. Arnett Muldrow proposes to "double up" on visits saving on expenses and some hourly fees.

PROJECT DELIVERABLES

1. Urban Renewal Plan for Starkville establishing boundaries and projects.
2. Resolution adopting the Urban Renewal Plan.
3. Resolution adopting the selected direction for a Redevelopment Authority.
4. By-laws for the Redevelopment Authority.
5. Presentation of goals and objectives, capitalization alternatives, and incentives.

B. Disclosure of all Persons with and Ownership Interest in the Applicant Business

Arnett Muldrow & Associates, Ltd. is an S corporation established in South Carolina. Tripp Muldrow, Aaron Arnett, and Ben Muldrow own all interest in Arnett Muldrow & Associates, Ltd.

C. Firm Personnel

Arnett Muldrow is a five person firm comprised of Aaron Arnett who specializes in historic preservation, neighborhood planning, and tax increment financing; Tripp Muldrow who specializes in market assessment and marketing plans; Ben Muldrow who specializes in brand design and brand development; Tee Coker who provides guidance on wayfinding and signage programs; and Hannah Watson who supports graphic design and report production.

Tripp Muldrow will serve as the single point of contact for the proposed project outlined above. Tripp's contact information is:

Tripp Muldrow, AICP
President
PO Box 4151
Greenville, SC 29608
Phone 864.233.0950 Office 864.915.7102 Cell
Fax 864.233.0840
Email tripp@arnettmuldrow.com

His in house team of professionals including Tee Coker and Hannah Watson will support Tripp on the project.

D and E. Professional Experience and Evidence of Adequate and Qualified Staff

Firm Profile

At Arnett Muldrow & Associates, we are committed to making better communities. Based in Greenville, South Carolina, Arnett Muldrow & Associates was created in 2002 to help communities that want to rebuild their aging downtown, reinvigorate their urban neighborhoods, and create economic development opportunities. Our team of professionals has worked in communities large and small from St. Albans, VT to Pascagoula, MS. We are a five-person firm that focuses on client service in the following key areas:

Town Planning

- Downtown master plans
- Special district and neighborhood master plans
- Commercial corridor plans and redevelopment guidelines

Economic Development

- Retail market assessment for downtowns, commercial districts and sites
- Community partnership development for revitalization and economic development
- Economic and community development strategies and financing plans
- Tax Increment District Redevelopment Plans

Community Branding

- Community and downtown image packages including logos and taglines
- Marketing plans including collateral material and web pages
- Wayfinding and environmental sign concepts

Historic Preservation

- Historic preservation planning
- Creation of local and National Register historic districts
- Design guideline documents and overlay districts

Personnel Profile

As mentioned, Tripp Muldrow will serve as the sole point of contact for this scope of work. Tripp Muldrow is a principal in and president of the firm Arnett Muldrow & Associates in Greenville, South Carolina. A native of Greenville, Tripp is a 1996 graduate of Clemson University with a Masters degree in City and Regional Planning.

Tripp started his career in the Economic Development Department of the City of Greenville where he worked on the revitalization of the City's West End Commercial District and coordinated historic preservation planning for the City.

CITY PLANNING
ECONOMIC DEVELOPMENT
COMMUNITY BRANDING
HISTORIC PRESERVATION

Over the course of his career, Tripp has directed community revitalization projects in cities and towns including Leesburg and Blacksburg, Virginia; Concord, North Carolina; the Mississippi Gulf Coast; and St. Albans, Vermont.

Tripp is a Past President of the SC Chapter of the American Planning Association, has served on the Faculty of the South Carolina Mayor's Institute for Community Design, served on the board of the South Carolina Main Street program, and was selected as part of a Kellogg Foundation grant delegation to study community and economic development in County Mayo Ireland in 2003. He has spoken at the National Main Street conference on three occasions and at state conferences in Wisconsin, California, Louisiana, Illinois, North Carolina, South Carolina, Virginia, Maine, Vermont, and Mississippi.

Tripp's specific experience with regard to redevelopment authorities and their peer organizations began at the City of Greenville where he worked with the Pleasantburg Drive Business Association and the Greenville Local Development Corporation. In 2000, Tripp helped Blacksburg, Virginia create the Blacksburg Partnership (www.blacksburgpartnership.org). The Blacksburg Partnership is a public/private entity involving representatives of Virginia Tech University, the Town of Blacksburg, and the private sector. The group is charged with development and redevelopment projects in the Town of Blacksburg and has been successfully operating for eleven years.

Tripp has also worked with the Mississippi Main Street program on organizational issues and proposed a redevelopment authority for Gulfport in the early days after Hurricane Katrina. The concept was so obscure at the time that some local leaders didn't think it was legal. Later, Gulfport would employ the concept not on downtown but to redevelop the Centennial Plaza property in town.

More recently, Tripp worked with the City of Pascagoula to create the Pascagoula Redevelopment Authority (PRA). The PRA is now up and running and has jumped into its mission with vigor in just 8 months. The City has deeded over key properties to the PRA, a local firm has donated downtown buildings to the group, the PRA owns and runs the local retail incubator – Anchor Square, and the PRA is actively working on some major development projects in the city.

In addition to his professional life, Tripp is also active in his own community as the Vice Chairman of Greenville's City Planning Commission and has past served on the Leadership Greenville Board of Regents, as well as on the boards of the Historic Greenville Foundation, the Greenville Housing Authority and the Friends of the Reedy River. This experience helps Tripp understand organizational development from a number of perspectives.

CITY PLANNING
ECONOMIC DEVELOPMENT
COMMUNITY BRANDING
HISTORIC PRESERVATION

F. References

Marc Verniel, Town Manager
Town of Blacksburg
300 South Main Street
Blacksburg, Virginia 24060
540-961-1128
mverniel@blacksburg.gov

Tripp Muldrow has worked on numerous projects in Blacksburg beyond the creation of the Blacksburg Partnership. Marc Verniel has worked directly with Tripp for the past decade on these projects.

Harry Schmidt, Executive Director
Pascagoula Redevelopment Authority (City of Pascagoula)
603 Watts Avenue
Pascagoula, Mississippi 39567
228-938-6651
hschmidt@cityofpascagoula.com

Tripp Muldrow helped Harry and his colleagues at the City of Pascagoula create the Pascagoula Redevelopment Authority. He also conducted a retail market study of the City and has an ongoing relationship with Pascagoula as an economic development consultant.

Stacy Pair, Southern District Director
Mississippi Main Street Program
2515 Demaret Drive
Gulfport, Mississippi 39507
228-365-9090
stacypair@msmainstreet.com

Tripp and Stacy have worked together on numerous projects including Gulfport where Tripp recommended the creation of a redevelopment agency to work on downtown projects. Stacy can speak to Tripp's understanding of organizational structures and working with communities on implementation strategies.

Chandler Poole, Director of Development
City of West Lafayette
609 West Navajo Street
West Lafayette, Indiana 47906
765-775-5160
cpoole@westlafayette.in.gov

Tripp completed a strategic plan update for the City of West Lafayette that examines many facets of the community including downtown and corridor redevelopment, partnerships between the City and its neighbor institution Purdue University.

G. Demonstrated Ability to Submit All Documentation

- Arnett Muldrow is committed to submitting all documentation to the Board of Aldermen, the Planning Commission and to the Steering Committee. Since we are not attorneys and many of these documents will require legal review, we will depend on local legal counsel to advise and review all documentation.
- Our experience with Starkville provides us a unique perspective to “hit the ground running” on this project. We will need no extra time to re-acquaint ourselves with the community and its stakeholders as we are actively working with them on other initiatives.
- Our broader experience working in University communities provides an insight into the relationships between “town and gown” which will contribute to this effort.
- Our broader experience with Mississippi Urban Renewal Legislation and directly with redevelopment authorities in the state provide Starkville the assurance and the contacts throughout the State when we need to seek advice and guidance from peer communities.

Mayor Parker Wiseman informed the public of The Mayor and Board of Aldermen Winter Retreat scheduled for January 13th and 14th, 2012. Mr. Phil Harwick will discuss the City's Strategic Plan and Mr. Demery Grubbs will discuss possible financing and organizing of the City's Capital Improvement Projects.

Mayor Parker Wiseman presented a concept of a Storm Sewer Utility enterprise service for the City of Starkville. There are twenty-eight (28) projects and the City Engineer identified three (3) additional projects. Nine projects are completed. Nineteen projects will cost \$250,000 or less, totaling one million dollars. The remaining three (3) projects total 1.7 million dollars. The Mayor proposed a fee of \$2.50 per month for residential and 5.00 per month for commercial.

19.

**A MOTION TO APPROVE THE RESOLUTION TO EXTEND THE
EXISTING MORATORIUM ON THE ISSUANCE OF PRIVILEGE LICENSES
AND CERTIFICATES OF OCCUPANCY FOR PAYDAY LENDING,
CAR TITLE LOAN AND CHECK CASHING INSTITUTIONS
IN THE CITY OF STARKVILLE**

There came for consideration the matter of extending the existing Moratorium on the issuance of Privilege Licenses and Certificates of Occupancy for Payday Lending, Car Title Loan and Check Cashing Institutions within the City of Starkville until March 31, 2012, or until the effective date of the approval of the Chart of Permitted Uses, whichever occurs first. After discussion, and

upon the motion of Alderman Sandra Sistrunk, duly seconded by Alderman Richard Corey, to approve the Resolution to extend the moratorium on the Payday Lending Business, the Board voted as follows:

Alderman Ben Carver	Voted: <u>Absent</u>
Alderman Sandra Sistrunk	Voted <u>Yea</u>
Alderman Eric Parker	Voted: <u>Nay</u>
Alderman Richard Corey	Voted: <u>Yea</u>
Alderman Jeremiah Dumas	Voted: <u>Yea</u>
Alderman Roy A'. Perkins	Voted: <u>Nay</u>
Alderman Henry Vaughn, Sr.	Voted: <u>Nay</u>

Having failed to receive a majority vote either for or against, the Mayor cast the deciding affirmative vote and declared the motion carried.

A RESOLUTION TO EXTEND THE EXISTING MORATORIUM ON THE
ISSUANCE OF PRIVILEGE LICENSES AND CERTIFICATES OF OCCUPANCY
FOR PAYDAY LENDING, CAR TITLE LOAN AND CHECK CASHING
INSTITUTIONS IN THE CITY OF STARKVILLE

WHEREAS, it is determined by the Mayor and Board of Aldermen that the existence and widespread proliferation of “check cashing” establishments also known as “payday lending” institutions and “car title” loan businesses is appropriate to control within the confines of the zoning structure of the municipality; and,

WHEREAS, the proliferation of Payday Lending, Car Title Loan and Check Cashing Institutions is detrimental to the economic vitality of the City of Starkville; and,

WHEREAS, the clustering of such institutions in prominent locations and primary transportation and entrance corridors creates a negative impression for the City of Starkville; and,

WHEREAS, the Mayor and Board have determined a need for the issuance of all certificates of occupancy and privilege licenses for “payday loan” businesses to cease until such time as a new City of Starkville comprehensive plan is adopted; and

WHEREAS, the proper location of such businesses for the City of Starkville will be a factor in deliberations and considerations regarding the Chart of Land uses currently under consideration by the Planning and Zoning Commission and the Board of Aldermen; and

WHEREAS, the process for the comprehensive plan has extended beyond the initial and subsequent moratorium expiration dates and there is a chart of land uses that will be considered for adoption by the Board of Aldermen within a sixty (60) day time period;

NOW THEREFORE, BE IT ORDAINED, by the Mayor and Board of Aldermen of the City of Starkville:

THAT the City of Starkville hereby resolves that all matters and references made in the original resolution remain in full force and effect for the duration of this and all previous extension of the original moratorium as adopted by the Board of Aldermen of the City of Starkville.

There came for consideration the matter of approval of a motion to extend the Resolution creating a moratorium on the existence of “payday lending” institutions, car title loan businesses and check cashing businesses in the City of Starkville and that said Resolution shall continue in full force and affect from and after passage commencing on January 1, 2012 to March 31, 2012 by the Board of Aldermen of the City of Starkville.

Following presentation of the foregoing resolution and upon the motion of Alderman Sistrunk, duly seconded by Alderman Perkins, that the Resolution be adopted, and after discussion, the Board voted to adopt the Resolution, as follows:

Alderman Ben Carver	Voted: _____
Alderman Sandra Sistrunk	Voted: _____
Alderman Eric Parker	Voted: _____
Alderman Richard Corey	Voted: _____
Alderman Jeremiah Dumas	Voted: _____
Alderman Henry Vaughn	Voted: _____
Alderman Roy A.' Perkins	Voted: _____

The motion to adopt the foregoing resolution having received a majority of the affirmative votes of the members present, the Mayor declared the motion and resolution passed, approved, and adopted on this the 20th day of December, 2011.

Parker Wiseman, Mayor

ATTEST:

(seal)

Markeeta Outlaw, City Clerk

ORDAINED AND ADOPTED this the 20th day of December, 2011.

20.

**A MOTION TO APPROVE THE ADOPTION OF A NEW LOGO,
SEAL AND FLAG FOR THE CITY OF STARKVILLE**

There came for consideration the matter of approving the adoption of a new logo, seal and flag for the City of Starkville. After discussion, and

upon the motion of Alderman Jeremiah Dumas duly seconded by Eric Parker, to adopt a new LOGO, Seal and Flag for the City of Starkville, the Board voted as follows:

Alderman Ben Carver	Voted: <u>Absent</u>
Alderman Sandra Sistrunk	Voted <u>Yea</u>
Alderman Eric Parker	Voted: <u>Yea</u>
Alderman Richard Corey	Voted: <u>Yea</u>
Alderman Jeremiah Dumas	Voted: <u>Yea</u>
Alderman Roy A'. Perkins	Voted: <u>Nay</u>
Alderman Henry Vaughn, Sr.	Voted: <u>Nay</u>

Having received a majority affirmative vote of those members present and voting, the Mayor declared the motion carried.

21.

**A MOTION APPROVING THE PURCHASE OF THE FLAGS WITH NEW
LOGO FOR OFFICIAL USE FOR THE CITY OF STARKVILLE IN AN
AMOUNT NOT TO EXCEED \$1,500.00.**

There came for consideration the matter of approving the purchase of the flags with the new logo for official use for the City of Starkville in an amount not to exceed \$1,500.00. After discussion, and

upon the motion of Alderman Sandra Sistrunk, duly seconded by Richard Corey, to purchase new flags with approved LOGO for Official use for the City of Starkville in an amount not to exceed \$1,500.00, the Board voted as follows:

Alderman Ben Carver	Voted: <u>Absent</u>
Alderman Sandra Sistrunk	Voted <u>Yea</u>
Alderman Eric Parker	Voted: <u>Yea</u>
Alderman Richard Corey	Voted: <u>Yea</u>
Alderman Jeremiah Dumas	Voted: <u>Yea</u>
Alderman Roy A'. Perkins	Voted: <u>Nay</u>
Alderman Henry Vaughn, Sr.	Voted: <u>Nay</u>

Having failed to receive a majority vote either for or against, the Mayor cast the deciding affirmative vote and declared the motion carried.

Alderman Jeremiah Dumas exits the meeting.

CAO Lynn Spruill made a presentation on Greta Lane and other unimproved streets within the City limits of the City of Starkville. Ms. Spruill reported Rutherford Rd. being a farm road, no needed improvement noted; Greta Lane being densely inhabited, a chip seal was noted as a needed improvement; Sudduth Dr. requires an overlay to extend past the last house, and Collier Rd needed partial overlay.

The Board of Alderman authorized CAO Lynn Spruill to look at City accounts having money that originated from the CDBG Funds and determine the road improvements that can be accomplished in this fiscal year.

22.

A MOTION TO APPROVE APPOINTING H. W. "BILL" WEBB TO THE GOLDEN TRIANGLE REGIONAL SOLID WASTE AUTHORITY FOR THE FOUR YEAR TERM BEGINNING JANUARY 1, 2012 AND APPOINTING BENTRICE REIVES TO THE CITY OF STARKVILLE GEORGE M. BRYAN AIRPORT BOARD FOR A THREE YEAR TERM BEGINNING JANUARY 1, 2012.

There came for consideration the matter of appointing citizens to the Golden Triangle Regional Solid Waste Authority and the City of Starkville George M. Bryan Field Airport Board. After discussion, and

upon the motion of Alderman Sandra Sistrunk, duly seconded by Alderman Roy A' Perkins to approve the appointments of Mr. H. W. "Bill" Webb to the Golden Triangle Regional Solid Waste Authority for a four year term beginning January 1, 2012 and Ms. Bentriece Reives to the City of Starkville George M. Bryan Airport Board for a three year term beginning January 1, 2012, the Board voted as follows:

Alderman Ben Carver	Voted: <u>Absent</u>
Alderman Sandra Sistrunk	Voted: <u>Yea</u>
Alderman Eric Parker	Voted: <u>Nay</u>
Alderman Richard Corey	Voted: <u>Nay</u>
Alderman Jeremiah Dumas	Voted: <u>Absent</u>
Alderman Roy A'. Perkins	Voted: <u>Yea</u>
Alderman Henry Vaughn, Sr.	Voted: <u>Yea</u>

Having received a majority affirmative vote of those members present and voting, the Mayor declared the motion carried.

23.

A MOTION TO APPROVE P&Z ITEM #FP 11-11 AS PRESENTED WITH RECOMMENDATIONS MADE BY THE PLANNING AND ZONING COMMISSION

There came for consideration the matter of approving of P&Z item #FP 11-11 as presented with recommendations made by the Planning and Zoning Commission. After discussion, and

upon the motion of Alderman Sandra Sistrunk, duly seconded by Alderman Henry Vaughn to approve Planning and Zoning Item #FP 11-11: A Final Plat for the Country Club Estates Subdivision Phase 2 located east of South Montgomery Street, with the staff and Planning and Zoning Commission recommending 11 conditions, the Board voted as follows:

Alderman Ben Carver	Voted: <u>Absent</u>
Alderman Sandra Sistrunk	Voted: <u>Yea</u>
Alderman Eric Parker	Voted: <u>Recused</u>
Alderman Richard Corey	Voted: <u>Yea</u>
Alderman Jeremiah Dumas	Voted: <u>Yea</u>
Alderman Roy A. Perkins	Voted: <u>Yea</u>
Alderman Henry Vaughn, Sr.	Voted: <u>Yea</u>

Having received a majority affirmative vote of those members present and voting, the Mayor declared the motion carried.

Conditions recommended by Planning and Zoning for “Country Club Estates Final Plat—Phase 2” final subdivision plat located east of South Montgomery Street, based on the final plat dated November 17, 2011.

1. The final plat shall meet the minimum standards for the State of Mississippi, as required by §17-1-23 and §17-1-25 of the Mississippi Code of 1972, as amended.
2. The final plat shall meet the minimum requirements for R-4 zoning dimensions.
3. All public utilities are currently in place.
4. Erosion control vegetation shall be established on all disturbed areas.
5. Sidewalk construction shall conform to the City’s Sidewalk Ordinance and ADA standards.
6. The applicant shall provide adequate and satisfactory test reports for roadways, curbs and all drainage structures and facilities.
7. A guarantee in the amount of 150% of the current cost of all remaining improvements is required to be posted prior to Board approval of the final plat, if applicable.
8. Financial assurance for the cost of the final layer of asphalt shall be determined by and provided to the City Engineer prior to approval by the Mayor and Board of Aldermen.
9. The applicant shall provide two paper copies of the recorded plat to the City, along with a digital copy in “AutoCAD” format in standard state plane coordinates.
10. The applicant shall provide “as-built” drawings of all infrastructure improvements (water, sewer, storm drainage, roadways, sidewalks, etc.) in “AutoCAD” format as well as a paper copy that is signed and sealed by a licensed design professional, guaranteeing accuracy.
11. The final plat shall be recorded at the Office of the Oktibbeha County Chancery Clerk within thirty (30) days of the approval by the Mayor and Board of Aldermen.

24.

**A MOTION TO APPROVE CLAIMS DOCKET #12-20-11-B
FOR THE CITY OF STARKVILLE (EXCLUDING
FIRE DEPARTMENT CLAIMS) THROUGH DECEMBER 15, 2011
IN THE AMOUNT OF \$446,370.93 IN ACCORDANCE WITH
SECTION 17-3-1 OF THE MISSISSIPPI CODE OF 1972, ANNOTATED**

There came for consideration the matter of the Claims Docket for the City of Starkville (excluding the Fire Department claims). After discussion, and

Upon the motion of Alderman Henry Vaughn, Sr., duly seconded by Alderman Eric Parker, to approve Claims Docket #12-20-2011-B which contains claims totaling \$446,370.93 through December 15, 2011, the Board voted as follows:

Alderman Ben Carver	voted: <u>absent</u>
Alderman Sandra Sistrunk	voted: <u>Yea</u>
Alderman Eric Parker	voted: <u>Yea</u>
Alderman Richard Corey	voted: <u>Yea</u>
Alderman Jeremiah Dumas	voted: <u>absent</u>
Alderman Roy A. Perkins	voted: <u>Nay</u>
Alderman Henry Vaughn, Sr.	voted: <u>Yea</u>

Having received a majority affirmative vote of those members present and voting, the Mayor declared the motion passed.

**CLAIMS DOCKET# 12-20-11-B
DECEMBER 15, 2011**

General Fund	001	\$162,712.32
Restricted Police Fund	002	0.00
Restricted Fire Fund	003	0.00
Airport Fund	015	806.42
Sanitation	022	35,383.14
Landfill	023	5,172.67
Computer Assessments	107	0.00
City Bond and Interest	202	0.00
2009 Road Maint. Bond	304	43,957.95
Fire Station No. 5	306	0.00
American Recovery & Reinvestment Act	309	0.00
P & R Bond Series 2007	325	0.00
Park & Rec Tourism 2%	375	5,160.70
Water/Sewer	400	178,168.31
Vehicle Maintenance	500	15,009.42
Hotel/Motel	610	0.00

2% (VCC, EDA, MSU)	630	0.00
Electric		0.00
TOTAL CLAIMS		\$446,370.93

Note: Mayor directed the Chief Administrator Lynn Spruill to develop an RFQ to be presented at the next meeting for outside consultant to help review the City's Internal Controls.

25.

A MOTION TO ADJOURN

Upon the motion of Alderman Richard Corey, duly seconded by Alderman Roy A. Perkins, the Board unanimously approved the motion to adjourn. The next meeting of the Mayor and Board of Aldermen will be held Tuesday, January 3, 2012, at 5:30 p.m. Meeting will be in the Boardroom of City Hall, located at 101 E. Lampkin Street, Starkville, MS.

SIGNED AND SEALED THIS THE _____ DAY OF _____ 2011.

MARKEETA OUTLAW, CITY CLERK

PARKER WISEMAN, MAYOR

(SEAL)