

**MINUTES OF THE FIRST REGULAR MONTHLY MEETING OF THE  
MAYOR AND BOARD OF ALDERMEN OF THE  
CITY OF MADISON, MISSISSIPPI**

**April 5, 2016**

**STATE OF MISSISSIPPI  
COUNTY OF MADISON**

**INTRODUCTION AND ATTENDANCE**

The first regular monthly meeting of the Mayor and Board of Aldermen of the City of Madison, Mississippi was held on Tuesday, April 5, 2016 at 6:00 p.m. in the Municipal Courtroom at the Madison Justice Complex. Those present were Mayor Pro Tempore Steve Hickok, Aldermen Tawanna Tatum, Ken Jacobs, Mike Hudgins, Guy Bowering, and Warren Strain, City Attorney John Hedglin, City Clerk/Director of Finance and Administration Susan Crandall and Chief Deputy City Clerk Lisa Winstead. Mayor Mary Hawkins Butler and Alderman Patricia Peeler were both absent.

Mayor Pro Tempore Hickok called the meeting to order. After the invocation led by Alderman Ken Jacobs and the Pledge of Allegiance led by Alderman Guy Bowering, the meeting proceeded as follows.

Mayor Pro Tempore Hickok recognized and welcomed Connor Hendrix of Boy Scout Troop 9 with St. Columb's Episcopal Church in Ridgeland, to the meeting. It was noted that he attended the meeting in partial fulfillment of the requirements needed to earn his Citizenship in the Community Badge.

**ADMINISTRATION – CONSENT AGENDA - Approved**

Concerning the Consent Agenda, the Mayor Pro Tempore asked if there were any items which needed to be removed for discussion. Alderman Strain stated that he would recuse himself from voting on the Consent Agenda due to items concerning the MS Department of Public Safety, his employer. Alderman Hudgins indicated that he would like to remove Items C4, C5 and C6 and recuse himself from voting upon those items since he is a funeral services director and these items involve funeral services. Alderman Strain left the meeting room.

Mayor Pro Tempore Hickok asked for a motion to approve the Consent Agenda with the exception of the items as listed above. Alderman Bowering made the motion to approve the Consent Agenda as follows:

**CONSENT AGENDA**

- A. Accept Board Meeting Minutes:**
  - 1. Second Regular Board Meeting – March 15, 2016
- B. Approve Claims Docket - Exhibit A**
  - 1. Computer Checks – 04/05/2016  
110101 - 110334
  - 2. Payroll Checks – 03/18/2016  
17766 – 18004  
Payroll Checks – 04/01/2016  
18005 – 18231
- C. Accept the following proofs of publication: - Exhibit B**
  - 1. Advertisement for Bids – Sanitary Sewer Reverse Flow Project – (*Herald & Journal*)
  - 2. Advertisement for Bids – Widening/Overlay of Old Canton Road from St. Augustine to Hoy Road (*Herald & Journal*)
  - 3. Public Hearing – Lynda Fagan, Zoning Variance in front yard depth from 100' to 50', Lots 1-3, Spotted Acres, Phase 1 (*Herald & Journal*)
  - 7. Public Hearing – Northbay Property Owner's Association, Special Exception to operate a commercial use in the Northbay Clubhouse (*Herald & Journal*)

- D. Acknowledge receipt of Madison Square Redevelopment Authority Annual Report for Fiscal Year ending September 30, 2015 – **Exhibit C**
- E. Authorize City Clerk to void, and when applicable, reissue outdated, uncased vendor checks – **Exhibit D**
- F. Authorize City Clerk to close BankFirst checking account
- G. Accept Fiscal Year 2015 Audit Report (**see City Clerk's files**)
- H. Authorize Finance & Administration Department to remove from inventory one (1) Dell Latitude D505 laptop, non-operable, fixed asset tag 486
- I. Approve Temporary Storage Unit Permit for location of two (2) PODs at 414 Cortland Cove for the period of March 25, 2016 – April 11, 2016 – **Exhibit E**
- J. Approval of event and authorization to execute contract with Mark Rountree Productions for Movie Under the Stars, Friday April 22, 2016 – **Exhibit F**
- K. Approval of event and authorization to execute contract with Frasco Entertainment for Swing into Summer every Thursday in May 2016 – **Exhibit G**
- L. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from the Junior Auxiliary of Madison County in the sum of \$1,000.00 for sponsorship of its 2015-2016 Service Projects – **Exhibit H**
- M. Adopt Resolution Authorizing the Use of Municipal Funds to Buy Advertising from the American Cancer Society in the sum of \$250.00 for sponsorship of its 2016 Tennis Classic – **Exhibit I**
- N. Adopt Resolution of the City of Madison, Mississippi Requesting the Department of Finance and Administration to Adopt a Resolution to Declare the Necessity for the Issuance of State General Obligation Bonds – **Exhibit J**
- O. Accept and authorize execution of MS Department of Wildlife, Fisheries, and Parks Quarterly Progress Report for Liberty Village Inclusive Park, Project 28-00628 – **Exhibit K**
- P. Approve and authorize Mayor to sign a Promoted Event Registration Application for MS Department of Revenue for the Madison Antique Show Preview Party on June 9, 2016 – **Exhibit L**
- Q. Approve and authorize Mayor to sign a Class I Temporary Permit Application for ABC Permits, MS Department of Revenue, for the Madison Antique Show Preview Party on June 9, 2016 – **Exhibit M**
- R. Approve and authorize Mayor to sign partnership agreement with Junior Auxiliary of Madison County regarding ticket sales for the Madison Antique Show – **Exhibit N**
- S. Accept Quotes for Bruce Campbell Field runway striping and award low quote to Traffic Control Products – **Exhibit O**
- T. Authorization to renew the HVAC service contract with Terry Service, Inc. (*subject to staff approval*) – **Exhibit P**
- U. Accept and authorize execution of Change Order No. 2 for Stantec, Inc., General Services Contract (*subject to staff approval*) – **Exhibit Q**
- V. Accept and authorize execution of Memorandum of Understanding with the MS Transportation Commission concerning traffic counts and signal timings for U. S. Highway 51 and State Highway 463 (*subject to staff approval*) – **Exhibit R**
- W. Accept bids for Old Canton Road Project No. STP 6926-00(004) LPA 105507-701000 and award to Hemphill Construction, Inc. (*pending MDOT approval*) – **Exhibit S**
- X. Authorization to transfer Britnee Hobson, Police Dispatcher, to full-time Police Officer effective April 6, 2016 – **Exhibit T**
- Y. Authorization for approval of Police Department's April 2016 and future travel and training requests - **Exhibit U**
- Z. Authorization for removal of the following items from Police Department inventory: - **Exhibit V**
  - 1. 2013 Dodge Charger, Unit 1308, VIN 8349
  - 2. Radar Unit , Python #990854, Serial #1031, Property #8309
  - 3. Push Bumper and L3 Monitor Controller cable (no serial numbers)
  - 4. Frigidaire washing machine, Serial #5318, Inventory #7756
- AA. Authorization for Police Department to accept, and execute for submission, the award from the Homeland Security Grant Program (HSCP) in the amount of \$18,000 for the purchase of a mobile automatic license plate reader (ALPR) - **Exhibit W**

- BB.** Authorization for Police Department to execute documentation updating the software for K-9 enforcement vehicles – **Exhibit X**
- CC.** Authorization for Police Department to purchase computer equipment under state contract for the upgrade of (2) two K-9 vehicles – **Exhibit Y**
- DD.** Authorization for Police Department to enter into and obtain appropriate signatures for execution of a Memorandum of Understanding (MOU) with the MS Department of Public Safety, MS Office of Homeland Security, for the purpose of obtaining mobile and fixed licenses plate readers with associated equipment – **Exhibit Z**
- EE.** Authorization for Police Department to enter into and obtain appropriate signatures for execution of a Memorandum of Understanding (MOU) with the Rankin County Sheriff's Department and the Madison/Rankin County District Attorney's office - **Exhibit AA**
- FF.** Authorization for Police Department to purchase under state contract one (1) Toughbook computer and docking station for K-9 Unit #1601 – **Exhibit BB**
- GG.** Authorization for Police Department to receive approved Homeland Security grant for one (1) in car ALPR system and purchase the system under state contract - **Exhibit CC**
- HH.** Authorization for Police Department to enter into and obtain appropriate signatures for execution of a K-9 quarterly maintenance program with U.S. K-9 Unlimited for a period of one year – **Exhibit DD**
  - II.** Authorization for Police Department to execute agreement with Homeland Security for Investigator Jon Cooley to receive training and assignment as a part-time, as-needed task force officer – **Exhibit EE**
- JJ.** Authorization for Parks Department to hire Blake Collins, Sawyer Galatas, and Danielle Papizan as part-time concessions employees at Liberty Park effective April 7, 2016 - **Exhibit FF**
- KK.** Accept and authorize execution of MS Department of Wildlife, Fisheries, and Parks Quarterly Progress Report for Natchez Trace Trail Connection, Project 28-RTP-0236 – **Exhibit GG**
- LL.** Authorization to hire Tom West for the Water & Sewer Department contingent upon staff review – **Exhibit HH**
- MM.** Approve designation of Madison Air Center as primary agent for control of air and ground traffic on common areas of Bruce Campbell Field, City of Madison Airport, subject to supervision and control of Airport Manager appointed by City - **Exhibit II**
- NN.** Adopt Resolution in Opposition to Action of Pearl River Valley Water Supply District Board Pertaining to Rice Road Property – **Exhibit JJ**
- OO.** Adopt Resolutions Authorizing Execution of Easement Agreements with: - **Exhibit KK**
  - 1. Dustin B. and Jenna C. Benge
  - 2. Gregory Alan Fagan, Jr.
  - 3. Raymond and Tiffany White

Alderman Jacobs seconded the motion and, with the exception of Alderman Strain who recused himself, the vote was unanimous in favor of approval. Mayor Pro Tempore Hickok declared the motion carried. Alderman Strain returned to the meeting room.

Concerning the items removed from the Consent Agenda, Alderman Strain moved that approval be granted as follows:

- C.** Accept the following proofs of publication: - **Exhibit LL**
  - 4. Public Hearing – Wright & Ferguson Funeral Services, LLC, Rezoning of property from RE-A to C-2, property located on north side of Mannsdale Road (*Herald & Journal*)
  - 5. Public Hearing – Wright & Ferguson Funeral Services, LLC, Special Exception to operate funeral home in a C-2 district, property located on the north side of Mannsdale Road (*Herald & Journal*)
  - 6. Public Hearing – Wright & Ferguson Funeral Services, LLC, Amendment to Comprehensive Plan, change public/quasi-public designation to general commercial land use designation for operation of funeral home (*Herald & Journal*)

Alderman Bowering seconded the motion and, with the exception of Alderman Hudgins who recused himself, the vote was unanimous in favor of approval. Mayor Pro Tempore Hickok declared the motion carried.

**COMMUNITY DEVELOPMENT DEPARTMENT – VARIANCE APPLICATION, TAMMY RAVENSTEIN - Approved**

Community Development Director Kianca Stringfellow presented the variance application of Tammy Ravenstein for Lot 11, Madison Station Subdivision. This property is currently zoned R-1. Because there is a 20' utility easement on the west side of the property, Ms. Ravenstein is requesting a reduction in front yard depth from 30' to 16' for construction of a 2,400 square foot home on a lot which has been vacant since it was originally platted in 1976. Ms. Stringfellow indicated that the Planning and Zoning Commission recommended approval of this request and that no opposition has been expressed. Alderman Bowering moved that the variance request be approved as requested. Alderman Jacobs seconded the motion and the vote was unanimous in favor of approval. Mayor Pro Tempore Hickok declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit MM**.

**COMMUNITY DEVELOPMENT DEPARTMENT – VARIANCE APPLICATION, TAMMY RAVENSTEIN - Approved**

Community Development Director Kianca Stringfellow presented the variance application of Tammy Ravenstein for Lot 11, Madison Station Subdivision. This property is currently zoned R-1. Because there is a 20' utility easement on the west side of the property, Ms. Ravenstein is requesting a reduction in rear yard depth from 25' to 15' for construction of a 2,400 square foot home on a lot which has been vacant since it was originally platted in 1976. Ms. Stringfellow indicated that the Planning and Zoning Commission recommended approval of this request and that no opposition has been expressed. Alderman Strain moved that the variance request be approved as requested. Alderman Tatum seconded the motion and the vote was unanimous in favor of approval. Mayor Pro Tempore Hickok declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit NN**.

**COMMUNITY DEVELOPMENT DEPARTMENT – REZONING APPLICATION, ANNANDALE PROPERTIES LP – Approved**

The rezoning request of Annandale Properties, LP, Mr. Bridgeforth Rutledge, was presented by Community Development Director Kianca Stringfellow. She indicated that the applicant wishes to rezone from PUD (RE-B and RE-A) to A-1 (Agricultural District), the property located at the NE corner of Robinson Springs Road and Old Robinson Springs Road. Proper notification and advertisement of this request has been accomplished. It was noted that the Planning and Zoning Commission recommended approval of the request and that no opposition had been expressed. Alderman Strain moved that the request be approved as presented. Alderman Tatum seconded the motion and the vote was unanimous in favor of approval. Mayor Pro Tempore Hickok declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as **Exhibit OO**.

**ENVIRONMENT AND DESIGN DEPARTMENT – ARCHITECTURAL APPROVAL AND PERMISSION TO ISSUE BUILDING PERMIT, GRANDVIEW EAST, PHASE 1 – Approved**

Mr. Alan Hoops, Director of Environment and Design, presented the architectural renderings for the development of Grandview, Phase 1, located on the east side of Grandview Boulevard across from the Sam's Club. The developer of this project is Mattiace Properties and the architect is Dean & Dean. Mr. Hoops indicated that the concept and site plans had been previously approved. It was noted that the applicant expects to break ground on the project in mid-summer with a possible opening scheduled for the Fall of 2017. Alderman Tatum moved to grant approval of the architectural design and permission to issue the building permit contingent upon staff approval. Alderman Strain seconded the motion and the vote was unanimous in favor of approval. Mayor Pro Tempore Hickok declared the motion carried.



**ENVIRONMENT AND DESIGN DEPARTMENT – ARCHITECTURAL APPROVAL  
AND PERMISSION TO ISSUE BUILDING PERMIT, FLEETWAY MARKET –  
Approved**

Mr. Alan Hoops, Director of Environment and Design, presented the architectural renderings for the Fleetway Market located at the corner of Highway 51 and Main Street. The applicant for this project is Mr. Bradley Morris. Mr. Hoops indicated that the renovations to this existing structure will include fresh paint complementary to the neighboring Community Bank, updates to the roof, additional exterior lighting and renovation of landscaping. Alderman Bowering made a motion to grant approval of the architectural design and permission to issue a building permit. Alderman Jacobs seconded the motion and the vote was unanimous in favor of approval. Mayor Pro Tempore Hickok declared the motion carried.

**ENVIRONMENT AND DESIGN DEPARTMENT – ARCHITECTURAL APPROVAL  
AND PERMISSION TO ISSUE BUILDING PERMIT, OLD COX BUILDING –  
Approved**

The request of Mr. Bridgeforth Rutledge for façade renovation to the Old Cox Building located at 2084 Main Street was presented by Mr. Hoops. Mr. Hoops explained the plan for improvements to the exterior of this old building. After brief discussion, Alderman Tatum moved to grant approval of the architectural design and permission to issue the building permit contingent upon staff approval. Alderman Strain seconded the motion and the vote was unanimous in favor of approval. Mayor Pro Tempore Hickok declared the motion carried. Documentation relevant to this request is attached hereto and incorporated herein as Exhibit PP.

**ENVIRONMENT AND DESIGN DEPARTMENT – ARCHITECTURAL APPROVAL  
AND PERMISSION TO ISSUE BUILDING PERMIT, ICHIBAN RESTAURANT –  
Approved**

The request of Grandview East Retail Development for construction of an Ichiban Restaurant, was presented by Mr. Hoops. It was noted that this restaurant would be located across Grandview Boulevard from The Corner Bakery and that expectations would be to break ground in mid-May. Alderman Hudgins inquired about the tree line buffer obscuring the view of the newly constructed substation. Mr. Hoops indicated that this construction would not be very near the substation but that every effort would be made to work out setback requirements and protect that buffer zone. Alderman Hudgins moved to grant approval of the architectural renderings and permission to issue a building permit contingent upon staff approval. Alderman Bowering seconded the motion, the vote was unanimous in favor of approval and Mayor Pro Tempore Hickok declared the motion carried.

**ENVIRONMENT AND DESIGN DEPARTMENT – ARCHITECTURAL APPROVAL  
AND PERMISSION TO ISSUE BUILDING PERMIT, EBENEZER OFFICE BUILDING–  
Approved**

The request of Ebenezer Office Park, adjacent to Magnolia Street, for the construction of an additional office building was presented by Mr. Hoops. Architectural renderings were presented and it was noted that this building would be constructed to match the existing buildings in the office park. After brief discussion, Alderman Tatum moved to grant approval of the architectural design and permission to issue a building permit contingent upon staff review. Alderman Strain seconded the motion and the vote was unanimous in favor of approval. Mayor Pro Tempore Hickok declared the motion carried.

With no further business for discussion, Mayor Pro Tempore Hickok declared the meeting adjourned.

  
Mayor Mary Hawkins Butler

Attest:

  
Susan B. Crandall, City Clerk