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Regular Meeting Agenda
April 1, 2014
6:30 p.m.

4/1/2014 12:10:58 PM

1. Pledge of Allegiance
2. Moment of Silence
3. Roll Call
4. Public Comments
5. Mayor's Report
6. Attorney's Comments
7. Aldermen's Comments
8. Motion to approve the Minutes of the Meeting of March 19, 2014 as submitted.
9. Motion to approve the RSVP Claims as submitted.
10. Motion to approve the Docket of Claims dated April 1, 2014, as submitted.
11. Court Clerk Rhonda Cummings to update the Board on Court Collections.

12. **Planning & Zoning: Wallace Bourgeois did not appear before the commission** with his tabled request for a variance from the required side yard setback in order to construct a new carport 24' x 20' and a side and rear yard setback as well as a conditional use in order to construct a 24' x 40' garage that will be attached to the carport on his property located at 805 Combel Street, Legal description: Lots 489-492, Gulfside Sites Subdivision, City of Waveland, Hancock County, Mississippi. **(NO ACTION REQUIRED BY BOARD OF MAYOR & ALDERMEN)**

Chairman Roger Estopinal called for a motion on the request.

Mike Kopke moved, seconded by Clarence Harris that the Planning and Zoning Commission table the Applicant's request for a period of up to three (3) months to allow the Applicant time to explore with the Zoning Official alternatives to the carport/storage building as proposed and return to the Commission when Applicant chooses to present either a revised plan or the plan as originally proposed.

- 13.a. **Planning & Zoning: Fenrick R. Fleming appeared before the commission** with a request for a division of a parcel of land he owns located at 315 Surf Street into four parcels. Two of the parcels would front on Surf Street and two of the parcels would front on Tide Street. If divided, each parcel would meet the requirements of 100' frontage x 120' depth and contain 12,000 square feet. Legal description: Block 9, lots 7-10 & 19-22, Waveland Park Subdivision, City of Waveland, Hancock County, Mississippi.

Chairman Roger Estopinal called for a motion on the request.

Clarence Harris moved, seconded by Mike Kopke to recommend that the Board of Mayor and Aldermen approve the applicant's request as submitted.

- 13.b. **Planning & Zoning: Chris R. Levandoski appeared before the commission** for conditional use approval. Mr. Levandoski constructed a 960 square foot accessory structure on his property prior to obtaining a building permit. This structure is 460 square feet over the allowable square footage for an accessory and requires conditional use approval. This property is located at 114 Champion Drive. Legal description: Pt. E ½ of NW ¼, Section 4-9-14, City of Waveland, Hancock County, Mississippi.

Chairman Roger Estopinal called for a motion on the request.

Clarence Harris moved, seconded by Mike Kopke to recommend that the Board of Mayor and Aldermen approve the conditional use provided that the accessory structure has no plumbing or electricity and it meets the requirements of City Ordinance No. 360, the formal adoption of the 2012 Family of International Building Codes and Flood Damage Prevention Ordinance No. 342.

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After a unanimous vote by all members present in favor of the motion, Chairman Roger Estopinal declared the motion carried.

14. Ms. Melinda Tucker to update Board with recent activity by Keep Waveland Beautiful.
15. Motion to discuss adoption of the 'Tree Ordinance' drafted by Ms. Melinda Tucker to enable the City of Waveland to pursue designation as a 'Tree City'. Ms. Tucker and Mr. Jim Heinzel will be present to answer questions.
16. Motion to approve Water Tower Access Agreement and Tower Lease Agreement with *DSL by Air, LLC*. regarding WiFi Internet Service to the Coleman Avenue/Pier/Volleyball/Veterans Monument Area of Beach Boulevard.
17. Motion to approve agreement with Urban Development Toolbox, LLC. (Mr. Laurence Leyens) to render services for the City of Waveland to assist with future planning, review of zoning laws, assessment of code enforcement practices, assistance with the creation of marketing initiatives and assistance in the development and adoption of economic development incentive tools necessary to attract private sector investment dollars; pending review by City Attorney. (As Tabled March 4 & 19, 2014)
18. Motion to approve Board of Mayor & Aldermen to attend the MML Annual Conference in Biloxi from June 23-25, 2014. Cost to City will be registration fee of \$235.00 (before 5/16/14) or \$275.00 (after 5/16/14) per person for those attending (City Clerk & Deputy City Clerk to attend as Guests - \$50.00 each), per diem, use of City vehicle or travel reimbursement as may be required.
19. Motion to accept bid from Kearney Breland as the lowest, best and most responsive bid for Website & Social Media Consultant; reviewed by City Attorney Gary Yarborough.
20. Motion to approve donation to the Boys & Girls Clubs of the Gulf Coast Hancock County Unit, 4 indoor basketball goals and 4 indoor basketball backboards; this in accordance with Code Section 21-19-67. Director Shannel Smith has accepted if approved by Board.
21. Spread on the minutes the following as listed: (Items a - e)
 - a. Bids for the Water System Extension Annexed Area-Master Meter Connection Construction Project were received prior to this meeting and have been taken under advisement.
 - b. Bids for the Garfield Ladner Memorial Pier Repairs Project were received prior to this meeting and have been taken under advisement.
 - c. Alderman Mark Kidd's Statement of Economic Interest for year 2013 filed 3/14/2014.
 - d. Alderman Lili Stahler's Statement of Economic Interest for year 2013 filed 3/19/2014
 - e. Walter Johnson, Utility Department employee resigned effective March 26, 2014.
22. Motion to transfer Philip Ladner from Streets Department to Utilities Department (to fill position vacated by Walter Johnson) laborer full-time position at \$10.24 per hour, as recommended by Public Works Director Brent Anderson.
23. Motion to hire Josh Bell for Streets Department laborer full-time position at \$9.00 per hour pending passage of drug test, as recommended by Public Works Director Brent Anderson.
24. Motion to approve the following Closeout Documents and required signatures, as submitted by Compton Engineering for the Beach Volleyball Facility Project, as listed (a-h):
 - a) Substantial Completion Certificate (approved 3/19/14 Board meeting)
 - b) Final Payment Application and Certificate Signature Page
 - c) Payment Application No. 1 and Payment Application No. 2 (Final) (Both approved at the Board meeting of 3/19/14)
 - d) Contract Completion Certificate
 - e) Recommendation for Final Acceptance of Contract
 - f) Final Completion Inspection Report
 - g) Final Waiver of Lien
 - h) Consent of Surety to Final Payment
25. Motion to approve the following invoices submitted by various contractors and vendors and recommended to be placed in line for payment consideration contingent upon receiving funding from grant source, as listed (Items a - f):

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- a. Invoice # 213-016-12 from Compton Engineering in the amount of \$6,500.00 – Waveland Beach Facility Improvements Project (Veterans Memorial)
- b. Invoice # 213-017-11 from Compton Engineering in the amount of \$2,500.00 – Garfield Ladner Memorial Pier Repairs Project.
- c. Invoice # 213-058-09 from Compton Engineering in the amount of \$1,350.00 – Waveland Beach Volleyball Facility.
- d. Invoice # 213-061-08 from Compton Engineering in the amount of \$2,750.00 – Citywide Road Overlay and Pavement Project.
- e. Invoice No. 2 from Hensley R. Lee Contracting, Inc. in the amount of \$87,566.25 – Jeff Davis & Gulfside St. Sewer Improvements Project.
- f. Payment Application #4 from Huey Stockstill, Inc. in the amount of \$75,896.68 – Citywide Road Overlay Paving Project.

26. Motion to Adjourn