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**Regular Meeting Agenda
September 3, 2013
6:30 p.m.**

9/4/2013 1:49:20 PM

1. Pledge of Allegiance
2. Moment of Silence
3. Roll Call
4. Public Comments
5. Mayor's Report
6. Aldermen's Comments
7. Motion to approve the Minutes of the Meeting of August 21, 2013 as submitted.
8. Motion to approve the RSVP Claims dated September 3, 2013 as submitted.
9. Motion to approve invoices for the months of June, July, August & September 2013 submitted by Mr. Donald Rafferty for Bayou Caddy Utilities.
10. Motion to approve Docket of Claims dated September 3, 2013 as submitted.
11. Motion to adopt the proposed Millage schedule for FY 09/30/2014.
12. Clerk of Court Rhonda Cummings to provide an update for the Board of Mayor and Aldermen of court fines and fees collections.
13. **PLANNING AND ZONING:**

A. Gerard Kilpatrick, P.E. of Machado/Patano and Janine Lee, Executive Director of Bay Waveland Housing Authority appeared before the commission with a request for a preliminary plat approval for a Residential Planned Development that will be located at 500 Camille Circle. Legal description: Division of the NE ¼ of the SE ¼ lot 4-1 & B & 5-A, City of Waveland, Hancock County, Mississippi.

Steve Hand moved, seconded by Mike Kopke that the Planning and Zoning Commission finds the Applicant's Preliminary Plat for a Residential Planned Development has been reviewed by the appropriate City Officials, who have found the Preliminary Plat meets the requirements of Waveland's Zoning and Subdivision Ordinances. Therefore, the Planning and Zoning Commission recommends the Board of Mayor and Aldermen approve the Preliminary Plat subject to the condition that Applicant's construction plan submission include specific plans for the protection during construction and preservation thereafter of the eleven existing Live Oaks, which Applicant has designated to be retained in the proposed development.

B. Norman Breaux appeared before the commission with a request for a variance from the minimum lot area in order to build two-two family units on his property located at 2005 Nicholson Avenue. Legal description: Block 4 lots 13-15, Pine Forest Subdivision, City of Waveland, Hancock County, Mississippi.

Steve Hand moved, seconded by Clarence Harris that the Planning and Zoning Commission finds that special conditions exist that create the unnecessary hardship required by Waveland's Zoning Ordinance for the granting of waivers. Specifically, Applicant's lot is irregular in shape and the variance of lot area per unit is only 6% of the total required square footage for the proposed project. Therefore, the Planning and Zoning Commission recommends the Board of Mayor and Aldermen approve Applicant's request for a waiver of density requirements.

C. Michael Carson appeared before the commission with a request for a conditional use in order to repair and maintain a swimming pool without a main structure on his property located at 150 Sarah's Lane. Legal description: lots 16 & 17, Water's Edge Subdivision, City of Waveland, Hancock County, Mississippi.

Steve Hand moved, seconded by Tish Ortiz that the Planning and Zoning Commission finds that Applicant's conditional use request to rehabilitate and maintain a swimming pool without a related principal residential structure on his property is contrary to the expressed intent of Waveland's Zoning Ordinance. The Zoning Ordinance requires that: conditional uses are

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consistent with the goals and requirements of the applicable zoning districts; and accessory uses and structures are incidental to a principal use or structure. Therefore, the Planning and Zoning Commission recommends that the Board of Mayor and Aldermen deny applicant's request as submitted.

14. Motion to enter a Partnership Agreement with the Gulf Coast Community Action Agency, Inc. to promote and assist low income individuals/households in becoming self-sufficient during the contract period, 1/1/14 through 12/31/14; ie, Gulf Coast Community Action Agency will assist customers with paying their utility bills.
15. Motion to approve a request from the Bay High School Football Touchdown Club to purchase advertisement sign with the City's logo at a cost of \$150.00. (not currently budgeted)
16. Motion to authorize establishing a Fund 100 "Committed Fund" to account for balances committed by Waveland Law-Makers (Board of Mayor and Aldermen) for specific quantifiable projects, such as a capital building or improvement other than building project.
17. Motion to ratify submission of 2013 'Staffing or Adequate Fire and Emergency Response' (SAFER) Grant to fund 3 fulltime firefighter positions. Grant submission was due by 5:00 p.m. Eastern Time, Friday, August 30, 2013.
18. Motion to engage Sue Chamberlain to write a SAFER grant for 3 new firemen in the Fire Department for a fee not to exceed \$ _____.
19. Motion to approve Carousel Rental Policy. (City Attorney to provide)
20. Motion to hire Mr. Brian Webb as a part-time Firefighter at a rate of \$9.00 as recommended by Fire Chief Mike Smith. Mr. Webb is currently certified through Mississippi Minimum Standards and Certification.
21. Motion to approve Certificate of Substantial Completion submitted by D.N.P., Inc. for the City Hall/City Hall Annex and Fire Department related to the supply and Installation of Exterior Storm Shutters per Change Order #14.
22. Motion to approve Budget Modification No. 14 #R-103-379-01 submitted by Michele Moore, Urban Planning Consultants, Inc. - Civic Center, Library, Fire Station, Coleman Avenue Street Improvements Projects.
23. 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 sources, as listed (Items a-c):
 - a) Invoice No. 702-40-07 from Digital Engineering in the amount of \$2,400.00 – Water System Extension, Annexed Area
 - b) Invoice 0073402 from Pickering Engineering in the amount of \$1,756.45 – Police Station Measurements.
 - c) Invoice No. 073348 from Pickering Engineering in the amount of \$13,244.00 – Drainage Improvements Project
24. Motion to declare the following as surplus property. Public Works Director Brent Anderson to explain why these items are surplus and not needed for governmental use, being listed: (Items a-m).
 - a) Ford Escape, VIN # 1FMYU94185KC70020
 - b) Ford Tractor, Received from Rankin County
 - c) Ford F150, VIN # 1FTRF12W75NB13385
 - d) Ford F250, VIN # 1FTNF20516EAO8275
 - e) Ford Mountaineer, VIN #4M2ZU86E65US12230
 - f) Ford F700, VIN # 1FDXK74C6PVA29243
 - g) Ford Crown Victoria, VIN # 2FAFP71W25X154953
 - h) International Sweeper, VIN # 1HTSCNKN6NH388710
 - i) Ford F250 1FTFE24Y5SHB80443
 - j) White Camper Shell
 - k) Ford 700 Water Truck, 1FDPN70H1EVA51396
 - l) Red 20' Utility Trailer, 1T9FA2025B503703
 - m) 5th Wheel Camper, Kountry Star

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25. Motion to select Bean Excavating as the lowest, best and most responsive bids related to 'demolition bids' on each of the following two blighted properties, namely 105 Spanish Cove (\$3,200.00) and 612 Central Avenue (\$2,800), Waveland, MS. Mr. Bean shall not perform actual demolition until City Attorney is satisfied that all legal notifications and procedures have been met.
26. Motion to accept donation of 2 Ballard TS175 Generators from Hancock County and add to Inventory of City of Waveland Public Works Department; Serial numbers listed as follows:
 1. P1207300001
 2. P1208010005
27. Spread on the minute's the following as listed, (Items a-g):
 - a) Correspondence from Mr. Robert Latham, Jr. of MEMA informing the Mayor that the City's Single-Jurisdictional Hazard Mitigation Plan (update) is in compliance with the Federal hazard mitigation planning standards of the Disaster Mitigation Act of 2000 as contained in 44 CFR 201.6 and has been approved for 5 years.
 - b) The termination of Mr. Luther Johnson with the Parks and Recreations Department, effective immediately.
 - c) Legal change of last name for Officer/Employee Christopher Salustio Jarrel to Christopher Salustio Perez.
 - d) Mayor David A. Garcia has completed the Advanced Certified Municipal Officials Course through MML.
 - e) Court Clerk Rhonda Cummings' Certificate of Attendance at the Mississippi Municipal Court Clerk's Association Summer Seminar, July 15-16, 2013 and the Initial Appearances Training on July 16, 2013
 - f) Bids for 'Intention to Lease City Property- Waveland Business Center' (Round 2) were accepted prior to this meeting and were taken under advisement until they can be reviewed and recommendation made at next regular meeting of the Board of Mayor & Aldermen.
 - g) Prior to this meeting a Public Hearing was held to discuss the FY 2014 Millage and Budget.
28. Motion to consider Executive Session to prompt a closed discussion regarding Sewer South and contractual issues - Building Department and Comptroller.
29. Motion to enter Executive Session to discuss Sewer South Contract City Hall Personnel Issues and Contractual issues in the Building Department contractual issues, Comptroller.
30. Motion to exit Executive Session with no action taken.
31. Adjourn