

**CITY OF CLINTON
REGULAR MEETING OF THE MAYOR AND BOARD OF ALDERMEN
TUESDAY, NOVEMBER 7, 2000 – 7:00 P.M.
MUNICIPAL COURTROOM - 305 MONROE STREET**

WELCOME AND CALL TO ORDER - Mayor Rosemary Aultman

INVOCATION AND PLEDGE OF ALLEGIANCE TO THE FLAG

The invocation was led by Alderman Fisher followed by the Pledge of Allegiance to the Flag led by Alderman Touchton.

ROLL CALL - City Clerk Wayne Derrick

Present: Jehu Brabham - Alderman-At-Large
 Tony Hisaw - Alderman Ward 1
 Rodney DePriest - Alderman Ward 2
 Clint Brantley - Alderman Ward 3
 Phil Fisher - Alderman Ward 4
 Herb Touchton - Alderman Ward 5
 Sharbert Lott - Alderman Ward 6
 Ken Dreher - City Attorney

APPROVAL OF CONSENT AGENDA ITEMS A-JJ

MOTION made by Alderman Fisher and **SECONDED** by Alderman Brabham to approve Consent Agenda Items A-JJ listed on Page 3042 of this Minute Book AA. **MOTION CARRIED UNANIMOUSLY**

APPROVAL OF PLANNING AND ZONING ITEMS A-C

- A. Upon recommendation of Zoning Administrator Gary Ward, **MOTION** made by Alderman Touchton and **SECONDED** by Alderman Lott to approve Preliminary Site Plan-113 WoodChase Drive (Neighborhood Nanny) **MOTION CARRIED UNANIMOUSLY**
- B. Upon recommendation of Zoning Administrator Gary Ward, **MOTION** made by Alderman Hisaw and **SECONDED** by Alderman Brantley to approve Special Exception-486 Reynolds Road (James & Linda Dallas) **MOTION CARRIED UNANIMOUSLY**
- C. Upon recommendation of Zoning Administrator Gary Ward, **MOTION** made by Alderman Lott and **SECONDED** by Alderman Brantley to approve Preliminary Site Plan-Highway 80 (Hammett Crossing) **MOTION CARRIED UNANIMOUSLY**

APPROVAL OF FINAL RESOLUTION FOR INITIAL 5-YEAR TAX EXEMPTION FOR GULF STATE CANNERS, INC. FOR TRUE VALUE OF \$3,786,847

Upon recommendation of City Clerk Wayne Derrick, **MOTION** made by Alderman Hisaw and **SECONDED** by Alderman Lott to approve Final Resolution for initial 5-year tax exemption for Gulf State Cannery, Inc. for true value of \$3,786,847. **MOTION CARRIED UNANIMOUSLY**

APPROVAL FOR MAYOR TO ENTER INTO A PURCHASE AND SERVICE CONTRACT FOR DATAQUEST CORPORATION (SOLE SOURCE) FOR PROVIDING A UTILITY BILLING SYSTEM FOR THE CITY

Upon recommendation of the City Clerk Wayne Derrick, **MOTION** made by Alderman Touchton and **SECONDED** by Alderman Brantley to grant approval for Mayor to enter into a purchase and service contract for DataQuest Corporation (sole source) for providing a utility billing system for the City of Clinton. **MOTION CARRIED UNANIMOUSLY**

APPROVAL OF RECEIPT OF STATEMENT OF QUALIFICATIONS FOR NEW FRONTAGE ROAD PROJECT (ENGINEERING PROPOSALS)

Upon recommendation of Assistant Engineer Bert Kuyrkendall **MOTION** made by Alderman Brabham and **SECONDED** by Alderman Lott to accept Statement of Qualifications for New Frontage Road Project from Engineering Associates, Inc., Neel-Schaffer, Inc., Michael Baker Jr., Inc., Williford, Gearhart, & Knight, Inc., Engineering Services, and ABMB Engineering, Inc. **MOTION CARRIED UNANIMOUSLY** Mayor Aultman made the following appointments to the New Frontage Road Review Board:

- a. Alderman Jehu Brabham
- b. Alderman Sharbet Lott
- c. Alderman Phil Fisher

APPROVAL OF RECEIPT OF STATEMENT OF QUALIFICATIONS FOR NORTHSIDE DRIVE PROJECT (ENGINEERING PROPOSALS)

Upon recommendation of Assistant Engineer Bert Kuyrkendall, **MOTION** made by Alderman Hisaw and **SECONDED** by Alderman Touchton to accept Statement for Qualifications for Northside Drive Project from Michael Baker Jr., Inc., Engineering Services, Waggoner Engineering, Inc. ABMB Engineers, Inc., Williford, Gearhart & Knight, Inc., and Neel-Shaffer, Inc. **MOTION CARRIED UNANIMOUSLY** Mayor Aultman made the following appointments to the Northside Drive Review Board:

- a. Alderman Clint Brantley
- b. Alderman Herb Touchton
- c. Alderman Tony Hisaw

APPROVAL OF APPOINTMENT OF JOYCE CAROL WARREN, AS DEPUTY CITY CLERK

Upon recommendation of City Clerk Wayne Derrick, **MOTION** made by Alderman Lott **SECONDED** by Alderman Touchton approval of appointment of Joyce Carol Warren, the current Accounts Payable Clerk to Deputy City Clerk. **MOTION CARRIED UNANIMOUSLY**

APPROVAL OF JH&H LTD./PROFESSIONAL SERVICES AGREEMENT FOR MUNICIPAL SERVICES NEEDS ASSESSMENT

Upon recommendation of Public Works Director Tim Rogers, **MOTION** made by Alderman Brantley **SECONDED** by Alderman Brabham to approve JH&H Ltd./Professional Services Agreement for Municipal Services Needs Assessment. **MOTION CARRIED UNANIMOUSLY**

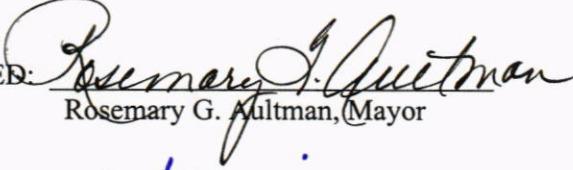
OTHER BUSINESS –

ADJOURN 7:30 P.M.

MOTION made by Alderman Fisher and **SECONDED** by Alderman Lott to adjourn. **MOTION CARRIED UNANIMOUSLY**

Copy of Agenda can be found on Page 3042 of this Minute Book AA.

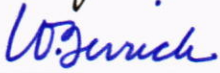
APPROVED:


Rosemary G. Aultman, Mayor

Date

11/15/2000

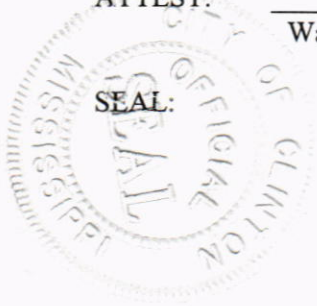
ATTEST:


Wayne Derrick, City Clerk

Date

11/16/2000

SEAL:



- Z. \$200.00 to Jimmy G. Gouras, Urban Planning Consultants, for 1999 CDBG Walmart Road - Sept. 2000 (302-040-600)
 - AA. \$119,608.00 to Dickerson & Bowen, Inc. for 2000 Street Project, Est. 5 & Final - Oct, 2000 (001-215-589-0)
 - BB. \$110.00 to American Public Works Dept. for Yearly Membership Dues for R. L. Broome (400-650-681-0)
 - CC. \$17,562.00 (State Contract Price) to Champion Chrysler Dodge for a 1/2 Ton Pick-Up Truck for Engineering Department - (400-650-740-0)
 - DD. \$8,335.25 to Pyle, Dreher, Mills & Dye, P.A. for Legal Services for September, 2000 (various)
 - EE. \$225.00 to the City of Hattiesburg for Police Dispatcher Rickey Wells to attend Emergency Telecommunicator Training - Nov. 13 - 17, 2000 (001-105-682)
 - FF. \$395.00 to Rickey Wells, Police Dispatcher, for travel request & advance estimate to attend training in Hattiesburg, MS - Nov. 13 - 17, 2000 (001-105-611)
 - GG. \$6,000.00 to Hunter Environmental Services, Inc. for lift station - Warrington Road Sewer Rehab (400-650-591-1)
 - HH. \$210.00 to State Fire Academy for Fire Dept. Safety Officer - Frank Cooper -10/09/00 (001-160-682)
 - II. \$100.00 to CHS Arrows Boys Soccer Booster Club for Full Page Ad (001-040-618)
 - JJ. \$225.00 to Center for Governmental Technology for Annual City Clerk Seminar, attending: Carol Warren, Gerldine Sledge & Wayne Derrick (001-040-682)
7. Discussion/Action - Planning & Zoning Items. Zoning Administrator Gary Ward
 - A. Preliminary Site Plan - 113 Woodchase Drive (Neighborhood Nanny)
 - B. Special Exception - 486 Reynolds Road (James & Linda Dallas)
 - C. Preliminary Site Plan - Highway 80 (Hammett Crossing)
 8. Discussion/Action - Approval of Final Resolution for initial 5-year tax exemption for Gulf States Canners, Inc. for true value of \$3,786,847 - City Clerk Wayne Derrick
 9. Discussion/Action - Phase II Stormwater Regulations Overview - Assistant City Engineer Bert Kuyrkendall
 10. Discussion/Action - Approval for Mayor to enter into a purchase and service contract for DataQuest Corporation (sole source) for providing a utility billing system for the City - City Clerk Wayne Derrick
 11. Discussion/Action - Receipt of Statement of Qualifications for New Frontage Road Project (Engineering Proposals) - City Engineer Richard Broome
 12. Discussion/Action - Receipt of Statement of Qualifications for Northside Drive Project (Engineering Proposals) - City Engineer Richard Broome
 13. Discussion/Action - Appointment of Joyce Carol Warren, Accounts Payable Clerk to Deputy City Clerk - City Clerk Wayne Derrick
 14. Discussion/Action - JH&H Ltd./Professional Services Agreement for Muncipal Services Needs Assessment - Public Works Director Tim Rogers
 15. Motion to Adjourn

GOVERNING BODY

Jehu Brabham - Alderman-At-Large
 Tony Hisaw - Alderman Ward 1
 Rodney DePriest - Alderman Ward 2
 Clint Brantley - Alderman Ward 3
 Phil Fisher - Alderman Ward 4

Herb Touchton - Alderman Ward 5
 Sharbert Lott - Alderman Ward 6
 City Attorney Ken Dreher
 City Clerk Wayne Derrick

CITY OF CLINTON AGENDA ITEM FACT SHEET

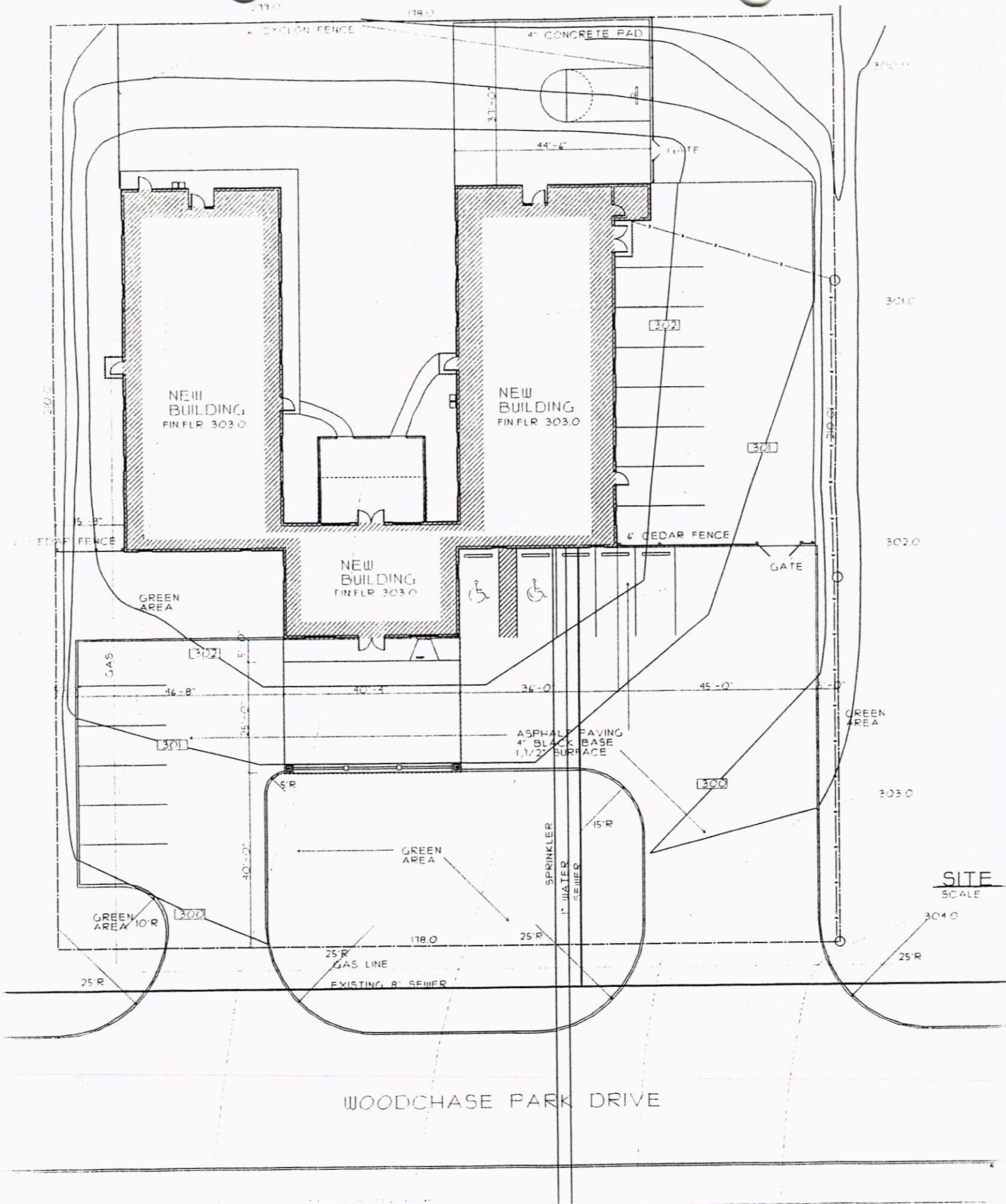
Board Meeting Date: November 7, 2000

Agenda Item No. 7.A.**Consent Agenda:****To:****For:****Acct. No.**

Discussion/Action: Neighborhood Nanny
 113 Woodchase Drive
 Preliminary Site Plan

Introduced by: Gary Ward**Telephone:** 924-2239**Exhibits for Review:****Minutes** _____**Invoice** _____**Other:** _____**Ordinance** _____**Plans, Maps** _____**Resolution** _____**Contract** _____**Recommendation:** Planning and Zoning recommends approval.**Board Action:****Motion made by:** _____**Seconded by:** _____**Vote Cast:****"Aye"****"Nay"****Action Taken:****Brabham** _____**Hisaw** _____**DePriest** _____**Brantley** _____**Fisher** _____**Touchton** _____**Lott** _____**Mayor Aultman** _____

Agenda items must be turned in to the City Clerk with all attachments no later than 5 P.M. on the Wednesday preceding the Tuesday Board Meeting to be included on the Agenda. This deadline will be strictly enforced.





BOARD APPROVED

NEIGHBORHOOD NANNY
CHILDCARE AND PRESCHOOL
113 WOODCHASE PARK DR.
CLINTON, MS 39056
925-4619

An atmosphere of love and learning from birth to kindergarten.

- NEW BORN * TODDLER CENTER * PRESCHOOL
- KINDERGARDEN READY WITH COMPUTER LAB PROGRAMS
- RHYTHM AND TONE MUSIC STUDIES
- "FUN" TASTIC EXERCISE PROGRAM WITH CERTIFIED EXERCISE PHYSIOLOGIST
- AFTER SCHOOL CARE WITH COMPUTER STUDY LAB
- EARLY ARRIVAL STARTS AT 6:30A.M.
- BREAKFAST AVAILABE 6:40-7:40A.M.
- NUTRIOUS "HOME COOKED" MEALS AND SNACKS
- LATE NIGHT PROGRAM 1ST AND 3RD FRIDAY EVENING W/MEAL
- DROP-INS WELCOMED
- QUALIFIED CAREGIVERS AND TEACHERS WITH YEAR ROUND EDUCATIONAL PROGRAMS
- ALL STAFF CPR AND FIRST AID CERTIFIED
- STAFF REGISTERED NURSE
- OWNED AND OPERATED BY JANIE NEWMAN AND ILA NICHOLSON WITH A COMBINED 41 YEARS EXPERIENCE IN CHILDCARE AND TEACHING.

PRE-REGISTRATION AND APPLICATIONS ARE NOW
BEING ACCEPTED.

FILLING FAST CALL SOON.

925-4619

CITY OF CLINTON AGENDA ITEM FACT SHEET

BOARD APPROVED

Board Meeting Date: November 7, 2000

Agenda Item No. 7.B.

Consent Agenda:

To:

For:

Acct. No.

Discussion/Action: James and Linda Dallas
486 Reynolds Road
Special Exception

Introduced by: Gary Ward

Telephone: 924-2239

Exhibits for Review:

Minutes

Invoice

Other:

Ordinance

Plans, Maps

Resolution

Contract

Recommendation: Planning and Zoning recommends approval.

Board Action:

Motion made by: _____

Seconded by: _____

Vote Cast:

"Aye"

"Nay"

Action Taken:

Brabham

Hisaw

DePriest

Brantley

Fisher

Touchton

Lott

Mayor Aultman

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BOARD APPROVED

Zoning Action Application

Request for:

- ☐ Rezoning
☐ Dimensional Variance
☐ Conditional Use (Special Exception)

Owner's Name James & Linda Dallen Phone # 924-8467
Address 486 Reynolds Rd
Weston, MA 01956
Property Address 486 Reynolds Rd
Current Zoning Ag-1 Requested Change _____

Date of Public Hearing before Planning & Zoning Commission _____
Date of Mayor & Board of Aldermen Meeting _____

Requirements of Applicant: (General Guidelines Only)

1. Letter stating reason for request.
2. Copy of the written legal description.
3. Site plan or plat of property.
4. Identification of property owners within 160 feet of subject property (*required for rezoning request only*).
5. \$250.00 fee required for processing.

PLEASE NOTE: APPLICANT IS RESPONSIBLE FOR COMPLYING
WITH ALL APPLICABLE REQUIREMENTS OF THE
ZONING ORDINANCE.

Applicant shall be present at both the Planning & Zoning Commission and Mayor/ Board of Aldermen meetings. Documents shall be submitted thirty (30) days prior to public hearing before the Planning and Zoning Commission.

By signing the application, it is understood and agreed that permission is given to the Zoning Administrator to have a sign erected on said property, giving notice to the public that said property is being considered for zoning action.

Linda Dallen
Signature

9-12-00
Date

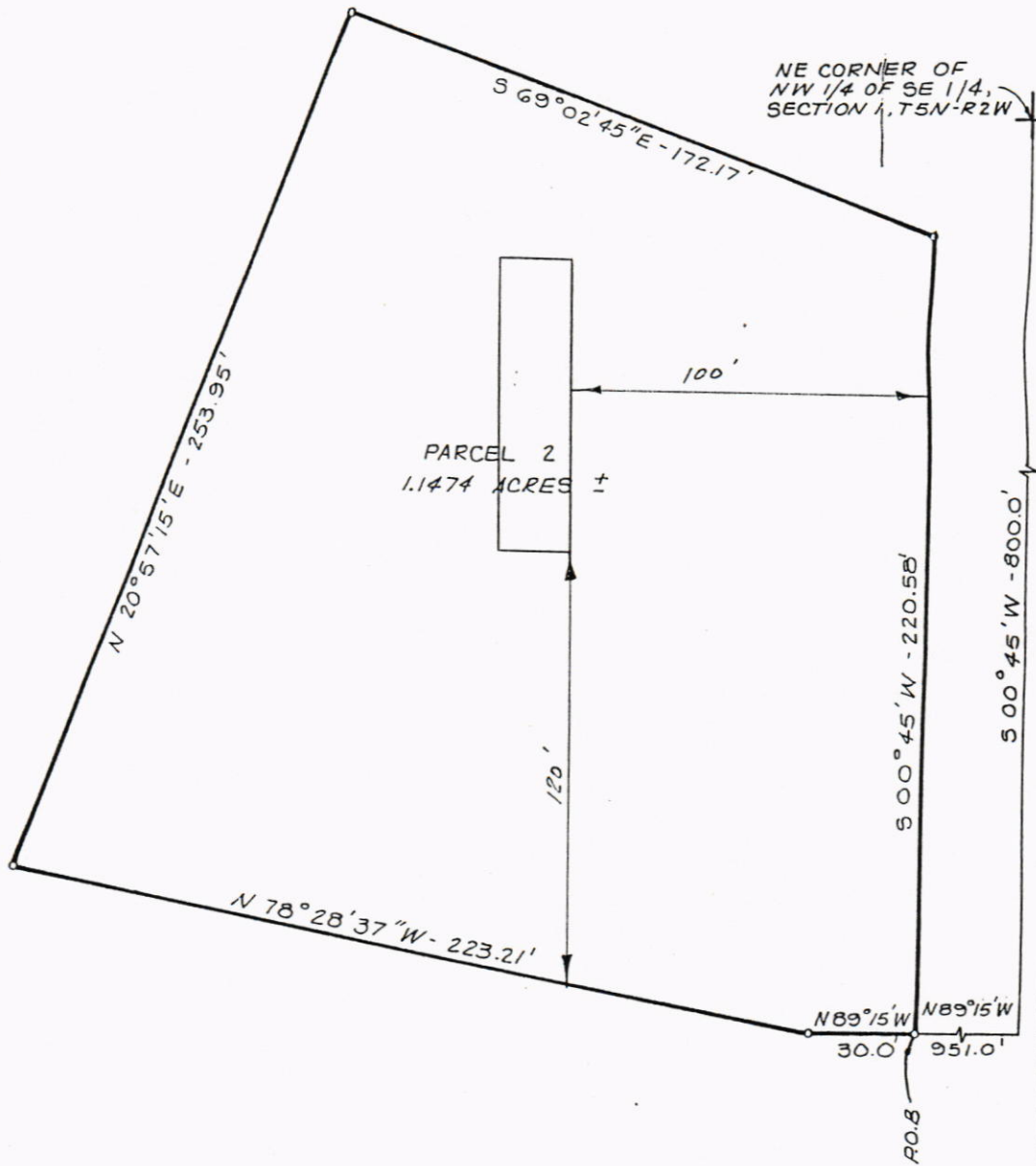
9-12-00

To whom it may concern:

At our age we cannot afford to build a house; we would like to update our mobile home.

Jim Dallas
Linda H Dallas

BOARD APPROVED



1977
REYNOLDS ENGINEERING INC.
JACKSON, MISSISSIPPI

	PLAT OF SURVEY FOR:	DATE: 3-27-86
	JAMES DALLAS	SCALE: 1" = 40'
	SITUATED IN SECTION 1, T5N-R2W	PROJECT NO: 80-107
	HINDS COUNTY, MISSISSIPPI	REYNOLDS ENGINEERING INC. 413 TOMBIGBEE STREET JACKSON, MISSISSIPPI

CITY OF CLINTON AGENDA ITEM FACT SHEET

Board Meeting Date: November 7, 2000

Agenda Item No. 7.C.

Consent Agenda:	To:
For:	Acct. No.

Discussion/Action:	Hammett Crossing Highway 80 Preliminary Site Plan
Introduced by:	Gary Ward
Telephone:	924-2239

Exhibits for Review:		
Minutes	Invoice	Other:
Ordinance	Plans, Maps	
Resolution	Contract	

Recommendation: Planning and Zoning recommends approval.

<u>Board Action:</u>		Motion made by: _____	
		Seconded by: _____	
<u>Vote Cast:</u>	<u>"Aye"</u>	<u>"Nay"</u>	<u>Action Taken:</u>
Brabham	_____	_____	_____
Hisaw	_____	_____	_____
DePriest	_____	_____	_____
Brantley	_____	_____	_____
Fisher	_____	_____	_____
Touchton	_____	_____	_____
Lott	_____	_____	_____
Mayor Aultman	_____	_____	_____

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APPROVED

.PLANNING AND ZONING COMMISSION

Clinton, Mississippi

Tuesday, October 24, 2000

Public Hearing - 7:00 P.M.

Municipal Courtroom

305 Monroe Street

Minutes

Members Present: Tom Coward, Edward Taylor, Gayle Albritton, Bettye King

City Officials Present: Gary Ward, Zoning Administrator; Ken Dreher, City Attorney;
Clint Brantley, Alderman

I. Call to Order

Chair Bettye King called the meeting to order at 7:00 P.M.

II. Consideration and approval of September 26, 2000 minutes

MOTION made by Gayle Albritton to accept the Minutes of September 26, 2000.
SECOND by Edward Taylor. **MOTION** carried **unanimously**, none opposed.

III. Considerations from previous meetings

There were no considerations from previous meetings.

IV. New Considerations

1. **James & Linda Dallas - 486 Reynolds Road**
Special Exception to upgrade existing manufactured home.

Representatives present: Jim Dallas

Jim Dallas briefed the Commission on the project.

Preliminary site plan has been reviewed and all zoning requirements have been met. Site plans are on file with the Zoning Administrator.

A Public Hearing was held and there was no opposition was voiced.

A **MOTION** was made by Gayle Albritton to recommend to the Mayor and Board of Aldermen that the special exception to

upgrade existing manufactured home for Jim Dallas be approved . **SECOND** by Edward Taylor. **MOTION** carried **unanimously**, none opposed.

The existing mobile home shall be removed within 90 days after installation of newer home.

2. **Neighborhood Nanny - Woodchase Drive**
Request for Preliminary Site Plan approval.

Representatives present: Shane Ormon, Janie Newman, Ila
Nicholson

Shane Ormon briefed the Commission on the project.

Preliminary site plan has been reviewed and all zoning requirements have been met. The Architectural Review Board has approved the architectural renderings. Site plans are on file with the Zoning Administrator.

A Public Hearing was held and there was no opposition expressed.

A **MOTION** was made by Gayle Albritton to recommend to the Mayor and Board of Aldermen that the preliminary site plan for Neighborhood Nanny be approved. **SECOND** by Edward Taylor. **MOTION** carried **unanimously**, none opposed.

3. **Hammett Crossing - Highway 80**
Request for Preliminary Site Plan approval.

Representatives present: Cliff Martin, Jeff Farmer

Cliff Martin briefed the Commission on the project.

Preliminary site plan has been reviewed and all zoning requirements have been met. Site plans are on file with the Zoning Administrator.

A Public Hearing was held and there was no opposition expressed.

A **MOTION** was made by Gayle Albritton to recommend to the Mayor and Board of Aldermen that the preliminary site plan for Hammett Crossing be approved contingent on approval of the permits from Mississippi Department of Transportation and U. S. Army Corp of Engineers. **SECOND** by Edward Taylor. **MOTION** carried **unanimously**, none opposed.

V. Other Business

There was no other business to be discussed.

VI. Confirmation of next meeting

Confirmation of the next Planning and Zoning Commission Meeting to be held on November 28, 2000 at 7:00 P.M. with the Informational Meeting set for 6:30 P.M.

VII. Adjournment

MOTION to adjourn was made by Tom Coward. **SECOND** by Edward Taylor. **MOTION** carried **unanimously**, none opposed.

CITY OF CLINTON AGENDA ITEM FACT SHEETBOARD MEETING DATE: 11/07/2000AGENDA ITEM NO. 8.

CONSENT AGENDA : \$	TO:
FOR:	
Circle : Low Quote, Sole Source, Emergency, etc. if applicable. ACCT. NO.	

DISCUSSION/ACTION: <u>Approval of final resolution for initial 5-year tax exemption for Gulf States Cannery, Inc. for true value of \$ 3,786,847</u>	
INTRODUCED BY: <u>Wayne Denick</u>	TELEPHONE: _____

EXHIBITS FOR REVIEW:

Minutes _____	Invoice _____	Other _____
Ordinance _____	Plans, Maps _____	_____
Resolution _____	Contract _____	_____

RECOMMENDATION:

BOARD ACTION:MOTION MADE BY: _____SECONDED BY: _____

<u>VOTE CAST:</u>	<u>"AYE"</u>	<u>"NAY"</u>	<u>ACTION TAKEN:</u>
Brabham	_____	_____	_____
Hisaw	_____	_____	_____
DePriest	_____	_____	_____
Brantley	_____	_____	_____
Fisher	_____	_____	_____
Touchton	_____	_____	_____
Lott	_____	_____	_____
Mayor Aultman	_____	_____	_____

AGENDA ITEMS MUST BE TURNED IN TO THE CITY CLERK WITH ALL ATTACHMENTS NO LATER THAN 5 P.M. ON THE WEDNESDAY PRECEDING THE TUESDAY BOARD MEETING TO BE INCLUDED ON THE AGENDA. THIS DEADLINE WILL BE STRICTLY ENFORCED.

**FINAL RESOLUTION OT THE MAYOR AND BOARD OF ALDERMEN
OF CLINTON, MISSISSIPPI GRANTING EXEMPTION
FROM AD VALOREM TAXES**

The Mayor and Board of Aldermen next took up for consideration the matter of granting tax exemption from ad valorem taxes for Gulf States Cannery, Inc., and the following Resolution, being first reduced to writing, was introduced:

RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF CLINTON,
MISSISSIPPI GRANTING FINAL APPROVAL OF AD VALOREM TAX
EXEMPTION TO GULF STATES CANNERS, INC., CLINTON, MISSISSIPPI.

Whereas Gulf States Cannery, Inc. is authorized to do business and is doing business in Clinton, Hinds County, Mississippi, filed with the Mayor and Board of Aldermen of Clinton, Mississippi, an application for exemption from ad valorem taxes, except State and Clinton Public School District, for an initial period of five years as authorized by Section 27-31-101, et seq., of the Mississippi Code of 1972, as amended, said Application having been approved by this body for submission to the Mississippi State Tax Commission which in turn certified that the properties described in the Application are eligible for exemption in accordance with the provisions of the aforementioned Section;

Now, therefore, it is ordered by the Mayor and Board of Aldermen, Clinton, Mississippi, that the Application of Gulf States Cannery, Inc. is hereby approved and that the property described in Exhibit A to the Application for an initial period of five years with a true value of \$3,786,847 is exempt from all ad valorem taxation, except State and Clinton Public School District

taxation, for an initial period of five years beginning
December 31, 1999 and ending December 30, 2004.

So ordered, this the 7 day of November, 2000.

Rosemary G. Aultman
Rosemary Aultman, Mayor

ATTEST:

W. Wayne Derrick
W. Wayne Derrick, City Clerk



Ed Buelow, Jr., Chairman
and Commissioner of Revenue

Lisa W. Hall, CPA
Associate Commissioner

Russell E. Hawkins, CPA
Associate Commissioner



MISSISSIPPI

STATE TAX COMMISSION

August 3, 2000

Property Tax Bureau
Ad Valorem Division
Post Office Box 960
Jackson, Mississippi 39215-0960
Telephone: 601-923-7631
Fax: 601-923-7637

Mr. Nelson Byrd
City Clerk
City of Clinton
P.O. Box 156
Clinton, MS 39060

RECEIVED
AUG 08 2000
CITY OF CLINTON

Re: Ad Valorem Taxation Exemption - Gulf States Canners, Inc.

Dear Mr. Byrd:

In response to your application for ad valorem taxation exemption, except for state and school district taxes, we concur with the prior approval of the local authorities from which this exemption is sought. This exemption is for a period of five (5) years from and after December 31, 1999, with a total true value of \$3,786,847.

In accordance with the power and authority conferred upon the State Tax Commission by Section 27-31-101, et seq., Mississippi Code of 1972, as amended, the State Tax Commission hereby certifies that the above captioned property is eligible for ad valorem tax exemption and is in compliance with the provisions of the above statute.

By issuing this certificate of approval, we are enclosing the original application of the above captioned corporation for further action by the board of supervisors, and/or the governing authorities of the municipality, to enter a final order on its minutes declaring that this property is exempted and the dates when such exemption commences and expires.

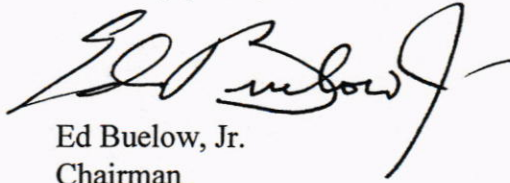
Melissa
9-4-0511

Nelson Byrd
Page 2
August 3, 2000

Please submit to our office a copy of your final board resolution showing the total true value approved by the board.

With kindest personal regards, we are

Sincerely yours,

A handwritten signature in black ink, appearing to read "Ed Buelow, Jr.", with a stylized flourish at the end.

Ed Buelow, Jr.
Chairman

EB/rf

Enclosures

Copy to: Mike Barnes
Marion Smith

/gscanner

CITY OF CLINTON AGENDA ITEM FACT SHEET

BOARD APPROVED

BOARD MEETING DATE: Nov. 7, 2000

AGENDA ITEM NO. 9.

CONSENT AGENDA : \$	TO:
FOR:	
Circle : Low Quote, Sole Source, Emergency, etc. if applicable. ACCT. NO.	

DISCUSSION/ACTION:	Phase II Stormwater Regulations Overview		
INTRODUCED BY:	Bert Kuyrkendall, P.E.	TELEPHONE:	924-5462

EXHIBITS FOR REVIEW:

Minutes	_____	Invoice	_____	Other	Notes
Ordinance	_____	Plans, Maps	_____		
Resolution	_____	Contract	_____		

RECOMMENDATION:

BOARD ACTION:

MOTION MADE BY: _____

SECONDED BY: _____

<u>VOTE CAST:</u>	<u>"AYE"</u>	<u>"NAY"</u>	<u>ACTION TAKEN:</u>
Brabham	_____	_____	_____
Hisaw	_____	_____	_____
DePriest	_____	_____	_____
Brantley	_____	_____	_____
Fisher	_____	_____	_____
Touchton	_____	_____	_____
Lott	_____	_____	_____
Mayor Aultman	_____	_____	_____

AGENDA ITEMS MUST BE TURNED IN TO THE CITY CLERK WITH ALL ATTACHMENTS NO LATER THAN 5 P.M. ON THE WEDNESDAY PRECEDING THE TUESDAY BOARD MEETING TO BE INCLUDED ON THE AGENDA. THIS DEADLINE WILL BE STRICTLY ENFORCED.

Phase II Storm Water Regulation Summary

City of Clinton

BRK, 11/01/00

Who

Regulated: MS4's (Municipal Separate Storm Sewer Systems) with population 10,000 or more, density of 1,000 per sq. mile or higher, construction sites ≥ 1 ac., industrial facilities owned by MS4's

MDEQ develop, implement, enforce program; Jim Morris

MDEQ has flexibility in developing program, but also must be consistent

EPA oversight role of MDEQ

Why

1987 Clean Water Act amended to include storm water in two phases (402(p))

1995 EPA promulgated Phase II final rule, amended Dec. 1999

Urban storm water problems: increased flows, aquatic habitat destroyed, elevated pollutant loadings

When

Dec 8, 2002-MDEQ issue general permits

March 10, 2003-MS4s obtain permit coverage

2008-MS4s Storm Water management programs fully implemented

What

NPDES general permit: Storm Water Management Program

Six minimum measures:

- 1) Public education and outreach
- 2) Public involvement
- 3) Illicit discharge detection and elimination
- 4) Construction site runoff control
- 5) Post-construction storm water management
- 6) Pollution prevention and good housekeeping

For each measure, BMP and measurable goals will be included in general permit notice of intent (NOI).

Also Non-storm water discharges: sanitary wastewater, septic tank effluent, car wash, laundry and other industrial wastewater, auto and household toxics, spills on roadways

Pollutants: sediment, suspended solids, nutrients (phos. and nit.), heavy metals, pathogens, toxins, organic materials, floatables

General permit conditions MDEQ could consider: attainment of water quality standards, allocations established by a TMDL, timing requirements for implementation of a TMDL

Reduce pollutants to the maximum extent practicable (MEP)

Narrative (BMP application) instead of numeric effluent limitations preferred

First two or three rounds of permit issuance (10-15 yrs), only six minimum measures will be required for most regulated small MS4s

However: TMDL may require more stringent or more prescriptive requirements, but still probably narrative and not numeric

How

Unfunded mandate

EPA grant and loan programs for development and implementation: nonpoint source area, storm water demonstration projects, source water protection, wastewater construction projects (SRF), Water Quality Cooperative Agreements (104(b)), Water Pollution Control Program grants (106), Transportation Equity Act (TEA-21), 319 funds.

EPA developing "tool box" including: model permit, workbook (dev. w/APWA), dynamic model (Basins), National Storm Water BMP Database, materials on measurable goals

MDEQ provide "extensive support": BMP menu (or can just adopt EPA's menu)

Financial assistance for development and implementation

Cost-cutting assistance; i.e. outreach materials, material distribution, assist in obtaining legal authority to implement

MDEQ Section 319: enforcement, technical assistance, financial assistance (grant and loan), education, training, technology transfer, demonstration projects

How Much

Consultants have given rough quotes of \$40,000 - \$100,000 for stormwater plan development

EPA rough estimate for municipal yearly expenses: \$9.16 per household * 8,300=\$76,000

BMP costs for contractors/developers: \$1,200 - \$1,800 per acre + \$937 administrative cost

State bill which allows formation of storm water districts passed in the legislature—however, no funding mechanism was approved (i.e., ability to collect stormwater fees)

Six Minimum Measures

1) Public education and outreach

Distribute: educational materials and/or conduct equivalent outreach activities

To: individuals, households, and commercial and industrial entities

About: the impacts of storm water discharges on water bodies and the steps to reduce storm water pollution
MS4s can utilize existing programs and materials from MDEQ (319), EPA, and nonprofit organizations

Tailor information to specific targeted audiences and communities

Examples of outreach activities: distribute brochures or fact sheets, sponsor speaking engagements before community groups, provide public service announcements, implement educational programs in local schools, organize storm drain stenciling projects, organize watershed cleanups

Examples of information: proper use and disposal of landscape and garden chemicals, protecting and restoring riparian vegetation, proper disposal of used motor oil or household hazardous wastes, how to become involved in stream assessment and restoration, proper septic system maintenance

2) Public involvement

Reach out and engage all economic and ethnic groups early and frequently in the program development to provide input and assistance

Examples: citizen representatives on a local storm water management panel, public hearings, citizen volunteers to help in public education, volunteer stream monitors (Adopt-A-Stream)

Should seek public participation prior to submitting the NOI

3) Illicit discharge detection and elimination

Address non-storm water "illicit" discharges which are a significant source of pollutants in the system, either as direct or as indirect connections

Four requirements:

- 1) Develop storm sewer map that shows the location of all outfalls and the names and location of all waters of the United States
- 2) Pass ordinance or use some other regulatory mechanism to prohibit illicit discharges into the storm sewer system; implement appropriate enforcement procedures and actions as needed
- 3) Develop and implement a plan to detect and address illicit discharges, including illegal dumping
- 4) Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste

Illicit discharge detection plan recommendations:

- 1) Locate priority areas (problem areas) for more detailed screening
- 2) Conduct dry weather field screening to trace the location of illicit discharges
- 3) Notify the property owner and specify a length of time for eliminating the discharge
- 4) Procedures for program evaluation and assessment, documentation

4) Construction site runoff control

Pass local ordinance or other regulatory mechanism to require erosion and sediment controls (BMPs) to the extent practicable and allowable under State or local law

New development or redevelopment projects that will disturb more than one acre

Pre-construction review of site managements plans

Site inspection and enforcement of control measures
Sanctions to insure compliance (fines, permit denials, etc.)

5) Post-construction storm water management in new development and redevelopment

Require structural and non-structural BMPs for new development or redevelopment (over one acre) that will reduce pollutant concentrations in storm water after construction is completed and the development is in use

Four requirements:

- 1) Develop and implement list of structural and non-structural BMPs
- 2) Use an ordinance or other regulatory mechanism to address post-construction runoff from new development and redevelopment projects
- 3) Ensure adequate long-term operation and maintenance of BMPs
- 4) Ensure that controls are in place that would minimize water quality impacts

Examples of non-structural BMPs: protect sensitive areas like wetlands, riparian areas, and open space, minimize impervious surfaces, minimize disturbance of soils and vegetation, encourage development in higher density urban areas, and minimize directly connected impervious areas

Examples of structural BMPs: detention ponds, grassed swales, sand filters, filter strips, infiltration basins and trenches

Steps to implement structural BMPs:

- 1) Pre-construction review of BMP designs
- 2) inspections during construction to verify BMPs are built as designed
- 3) post-construction inspection and maintenance of BMPs
- 4) sanctions to ensure compliance with design, construction, and operation and maintenance

MS4s should be responsive to new developments in BMP technologies

Redevelopment projects may have more site constraints which narrow the range of appropriate BMPs

6) Pollution prevention and good housekeeping

Developing a program to incorporate prevention measures in municipal operations

Suggested program elements:

- 1) Implement maintenance activities, maintenance schedules, and long-term inspection procedures for structural and non-structural storm water controls to reduce floatables and other pollutants discharged from the separate storm sewers
- 2) Implement controls for reducing or eliminating the discharge of pollutants from streets, roads, highways, municipal parking lots, maintenance and storage yards, waster transfer stations, and fleet or maintenance shops with outdoor storage areas
- 3) Adopt procedures for the proper disposal of waste removed from the separate strom sewer systems and areas listed above in (2) including dredge, spoil, accumulated sediments, floatables, and other debris
- 4) Adopt procedures to ensure that new flood management projects are assessed for impacts on water quality and existing projects area assessed for incorporation of additional water quality protection devices or practices

Administrative Procedures

1) Application Requirements

MDEQ will most likely issue a general permit, will provide specific instructions on how to obtain coverage, including application requirements

MS4 will submit Notice of Intent (NOI) to be covered by the general permit

NOI must contain for each of the six minimum measures:

- 1) BMPs
- 2) Measurable goals
- 3) Schedule for implementation

2) Evaluation and Assessment

Evaluate progress in meeting the requirements of the minimum control measures

Develop records that document progress

Submit annual reports to MDEQ for the first permit term; reports must include:

- 1) status of compliance with permit conditions
- 2) results of information collected and analyzed
- 3) activities planned for the next permitting cycle
- 4) change in any indentified measurable goals

Reports should be brief (2 page rec. by EPA)

MDEQ will use reports to evaluate compliance

CITY OF CLINTON AGENDA ITEM FACT SHEETBOARD MEETING DATE: 11/7/2000AGENDA ITEM NO. 10.

CONSENT AGENDA : \$

TO:

FOR:

Circle : Low Quote, Sole Source, Emergency, etc. if applicable. ACCT. NO.

DISCUSSION/ACTION:

Approval of DataQuest Corporation as "Sole Source" for providing a utility billing system for the City of Clinton; approval of Mayor entering into a purchase and service contract for said system.

INTRODUCED BY:

TELEPHONE:

EXHIBITS FOR REVIEW:

Minutes _____
 Ordinance _____
 Resolution _____

Invoice _____
 Plans, Maps _____
 Contract _____

Other _____

RECOMMENDATION:BOARD ACTION:MOTION MADE BY:SECONDED BY:VOTE CAST:"AYE""NAY"ACTION TAKEN:

Brabham
 Hisaw
 DePriest
 Brantley
 Fisher
 Touchton
 Lott

Mayor Aultman

AGENDA ITEMS MUST BE TURNED IN TO THE CITY CLERK WITH ALL ATTACHMENTS NO LATER THAN 5 P.M. ON THE WEDNESDAY PRECEDING THE TUESDAY BOARD MEETING TO BE INCLUDED ON THE AGENDA. THIS DEADLINE WILL BE STRICTLY ENFORCED.

CITY OF CLINTON
CLINTON, MISSISSIPPI 39060

BOARD APPROVED

M E M O R A N D U M

DATE: October 30, 2000

TO: Mayor and Board

FROM: Wayne Derrick

Wayne

SUBJECT: Utility Billing System

Gerldine Sledge and I have narrowed our search for a utility billing system down to what we believe are the best we have seen.

After having sat through numerous on-site utility billing system demonstrations and having made many telephone calls (by both Gerldine and I) to users of these billing systems, I am asking you to declare DataQuest Corporation of Columbia, TN as sole source for providing the City a utility billing system. According to the Mississippi State Auditor's technical staff, the uniqueness of data processing software qualifies it as a "sole source" product.

On-site visits were made to users of DataQuest (City of Muscle Shoals, AL with approximately 6,000 customers {they bill water, sewer and electricity}) and IMsofTech (Bear Creek Water Association, Canton, MS with approximately 5,500 water and sewer customers).

The praise from all users of DataQuest software, its training, and system support was overwhelming! Muscle Shoals installed DataQuest's Utility Billing System and Financial Management System in November 1999 and has not been down since installation. Strong **System Support** is and has been a trademark of DataQuest for over 25 years and I believe this makes them unique when compared to other providers.

Comparative information is attached.

City of Clinton
 Comparison of Utility Software Costs,
 Training, Etc.

Item #	Description	<-----Vendors----->		
		Data Quest	Computer Network(1)	Invensys
1	Software fee	29,050 (2)	27,490	22,000
2	Training - remote/vendor's site	10,500	0	5,200
3	Training - Clinton	1,600	7,500	0
4	Installation and implementation	1,200	2,400	20,300
5	Data conversion	5,000	2,500	0 (3)
6	Out-of-pocket expenses	2,000	2,000	2,550
		-----	-----	-----
		49,350	41,890	50,050
		=====	=====	=====

(1) This software runs on Windows NT and would require an additional expenditure of approximately \$22,000 for workstations, monitors, network components, and user licenses.

(2) Includes software which provides information useful in water and sewer operations.

(3) Data conversion included in Item 4.

Note: Installation by DataQuest could begin in early January 2001.

CITY OF CLINTON AGENDA ITEM FACT SHEETBOARD MEETING DATE: Nov. 7, 2000AGENDA ITEM NO. 11.

CONSENT AGENDA : \$	TO:
FOR:	
Circle : Low Quote, Sole Source, Emergency, etc. if applicable. ACCT. NO.	

DISCUSSION/ACTION: Receipt of Statement of Qualifications for New Frontage Road	
Project (Engineering Proposals)	
INTRODUCED BY: R. L. Broome	TELEPHONE: 924-5462

EXHIBITS FOR REVIEW:

Minutes _____	Invoice _____	Other _____
Ordinance _____	Plans, Maps _____	List _____
Resolution _____	Contract _____	_____

RECOMMENDATION:

BOARD ACTION:**MOTION MADE BY:** _____**SECONDED BY:** _____

<u>VOTE CAST:</u>	<u>"AYE"</u>	<u>"NAY"</u>	<u>ACTION TAKEN:</u>
Brabham	_____	_____	_____
Hisaw	_____	_____	_____
DePriest	_____	_____	_____
Brantley	_____	_____	_____
Fisher	_____	_____	_____
Touchton	_____	_____	_____
Lott	_____	_____	_____
Mayor Aultman	_____	_____	_____

AGENDA ITEMS MUST BE TURNED IN TO THE CITY CLERK WITH ALL ATTACHMENTS NO LATER THAN 5 P.M. ON THE WEDNESDAY PRECEDING THE TUESDAY BOARD MEETING TO BE INCLUDED ON THE AGENDA. THIS DEADLINE WILL BE STRICTLY ENFORCED.

LEGAL NOTICE AND SCOPE OF SERVICES Request for Statement of Qualifications Engineering Services Due Wednesday, November 1, 2000 @ 12:00 noon	
Northside Drive Project	New Frontage Road Project
Michael Baker Jr., Inc.	Engineering Associates, Inc.
Engineering Service	Neel-Schaffer, Inc.
Waggoner Engineering, Inc.	Michael Baker Jr., Inc.
ABMB Engineers, Inc.	Williford, Gearhart & Knight, Inc.
Williford, Gearhart & Knight, Inc.	Engineering Service
Neel-Schaffer, Inc.	ABMB Engineers, Inc.

CITY OF CLINTON AGENDA ITEM FACT SHEET

BOARD APPROVED

BOARD MEETING DATE: Nov. 7, 2000

AGENDA ITEM NO. 12.

CONSENT AGENDA : \$	TO:
FOR:	
Circle : Low Quote, Sole Source, Emergency, etc. if applicable. ACCT. NO.	

DISCUSSION/ACTION:	
Receipt of Statement of Qualifications for Northside Drive	
Project (Engineering Proposals)	
INTRODUCED BY:	TELEPHONE:
R. L. Broome	924-5462

EXHIBITS FOR REVIEW:

Minutes	_____	Invoice	_____	Other	List
Ordinance	_____	Plans, Maps	_____	_____	_____
Resolution	_____	Contract	_____	_____	_____

RECOMMENDATION:

BOARD ACTION: _____ MOTION MADE BY: _____

SECONDED BY: _____

<u>VOTE CAST:</u>	<u>"AYE"</u>	<u>"NAY"</u>	<u>ACTION TAKEN:</u>
Brabham	_____	_____	_____
Hisaw	_____	_____	_____
DePriest	_____	_____	_____
Brantley	_____	_____	_____
Fisher	_____	_____	_____
Touchton	_____	_____	_____
Lott	_____	_____	_____
Mayor Aultman	_____	_____	_____

AGENDA ITEMS MUST BE TURNED IN TO THE CITY CLERK WITH ALL ATTACHMENTS NO LATER THAN 5 P.M. ON THE WEDNESDAY PRECEDING THE TUESDAY BOARD MEETING TO BE INCLUDED ON THE AGENDA. THIS DEADLINE WILL BE STRICTLY ENFORCED.

**LEGAL NOTICE
AND
SCOPE OF SERVICES
Request for Statement of Qualifications
Engineering Services
Due Wednesday, November 1, 2000 @ 12:00 noon**

Northside Drive Project	New Frontage Road Project
Michael Baker Jr., Inc.	Engineering Associates, Inc.
Engineering Service	Neel-Schaffer, Inc.
Waggoner Engineering, Inc.	Michael Baker Jr., Inc.
ABMB Engineers, Inc.	Williford, Gearhart & Knight, Inc.
Williford, Gearhart & Knight, Inc.	Engineering Service
Neel-Schaffer, Inc.	ABMB Engineers, Inc.

CITY OF CLINTON AGENDA ITEM FACT SHEETBOARD MEETING DATE: 11/07/2000AGENDA ITEM NO. 13.

CONSENT AGENDA : \$	TO:
FOR:	
Circle : Low Quote, Sole Source, Emergency, etc. if applicable. ACCT. NO.	

DISCUSSION/ACTION:	<u>Appointment of Joyce Carol Warren (currently employed by the City as Accounts Payable Clerk GS7(8)) as Deputy City Clerk GS8(8).</u>	
INTRODUCED BY:	<u>Wayne Derrick</u>	TELEPHONE:

EXHIBITS FOR REVIEW:

Minutes _____	Invoice _____	Other _____
Ordinance _____	Plans, Maps _____	_____
Resolution _____	Contract _____	_____

RECOMMENDATION:BOARD ACTION:MOTION MADE BY: _____SECONDED BY: _____

<u>VOTE CAST:</u>	<u>"AYE"</u>	<u>"NAY"</u>	<u>ACTION TAKEN:</u>
Brabham	_____	_____	_____
Hisaw	_____	_____	_____
DePriest	_____	_____	_____
Brantley	_____	_____	_____
Fisher	_____	_____	_____
Touchton	_____	_____	_____
Lott	_____	_____	_____
Mayor Aultman	_____	_____	_____

AGENDA ITEMS MUST BE TURNED IN TO THE CITY CLERK WITH ALL ATTACHMENTS NO LATER THAN 5 P.M. ON THE WEDNESDAY PRECEDING THE TUESDAY BOARD MEETING TO BE INCLUDED ON THE AGENDA. THIS DEADLINE WILL BE STRICTLY ENFORCED.

JOYCE CAROL WARREN

*1454 Diane Drive
Jackson, Mississippi 39204
Telephone: 601-372-5584*

EDUCATION:

Puckett Attendance Center
Puckett, Mississippi
Graduated: May 1984

Mississippi College
Clinton, Mississippi
August 1984 – May 1985

Hinds Junior College
Raymond, Mississippi
August 1985 – May 1987

Hinds Junior College Nursing Allied Health
Jackson, Mississippi
August 1987 – December 1989

WORK
EXPERIENCE:

City of Clinton
300 Jefferson Street
Clinton, Mississippi
August 16, 1999 – Present
Position: Accounts Payable Clerk
Duties: Accounts Payable, Backup Payroll, Water Adjustments,
Data Entry

Junior Food Marts of America, Inc.
Lakeland Drive
Jackson, Mississippi
February 1995 – August 1999
Position: Accounts Payable Clerk
Duties: Accounts Payable, Audit Store Work, Balancing Bank Accounts,
Researching Past Dues, Data Entry

Sack & Save #2
Ellis Avenue
Jackson, Mississippi
February 1985 – February 1995
Position: Assistant Scanning Coordinator
Duties: Customer Service, Bookkeeping, Cashier

SKILLS:

Computer (Lotus 1-2-3, Windows, Unix), Accounts Payable,
Inventory Control, Bookkeeping, Filing, Cash Register, Adding
Machine, Public Relations

REFERENCES:

Available Upon Request

CITY OF CLINTON AGENDA ITEM FACT SHEET

BOARD APPROVED

Board Meeting Date: November 7, 2000

Agenda Item No. 14

Consent Agenda: To:

Acct:

Discussion/Action: of JH&H Ltd. /Professional Services Agreement for Municipal Services Needs Assessment

Introduced by: Tim Rogers, Director of Public Works

Telephone: 924-2239

TR

Exhibits for Review:

Minutes _____
Ordinance _____
Resolution _____

Invoice _____
Plans, Maps _____
Contract _____

Other: Bids, Specs

Recommendation:

Board Action:

Motion made by: _____

Seconded by: _____

Vote Cast:

"AYE"

"NAY"

Action Taken:

Brabham

Hisaw

DePriest

Brantley

Fisher

Touchton

Lott

Mayor Aultman

Agenda items must be turned in to the City Clerk with all attachments no later than 5 P.M. on the Wednesday preceding the Tuesday Board Meeting to be included on the Agenda. This deadline will be strictly enforced.

BOARD APPROVED

**CITY OF CLINTON
CLINTON, MISSISSIPPI**

**ARCHITECTURAL SERVICES PROPOSAL
MUNICIPAL SERVICES NEEDS ASSESSMENT
OCTOBER 25, 2000****I. SCOPE OF SERVICES**

1. Municipal Services Needs Assessment**A. Needs Assessment Study/Masterplan**

- 1.) Meet with City Representatives and Municipal Departments to establish goals and objectives.
- 2.) Review and Analyze existing facilities and operations. This would include on-site review of existing facilities and their condition; interviews with staff and administration; and an analysis report.
- 3.) Development of a "needs list" for future needs.
- 4.) Development of space program.
- 5.) Identify and analyze site options.
- 6.) Development of preliminary cost budget (Based on SF units)
- 7.) Provide written report with analysis and recommendations.
- 8.) Review and Present Findings to City Departments and City Representatives.
- 9.) Develop Masterplan Layout, with future building improvements as identified in Needs Assessment Phase. This will include conceptual site plan, floor plans and building elevations.
- 10.) Provide Written Narrative of Concept, including Phasing Schedule and Priorities.
- 11.) Provide Preliminary Cost Estimate for proposed building improvements.
- 12.) Attend City Meetings as required.

Item B. Optional Services (*As directed by City*)

- 1.) Building Presentation Model (1/8" scale)
- 2.) 3 Dimensional Color Rendering

Architectural Services Proposal
Needs Assessment Study
October 25, 2000
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JH&H, LTD/ARCHITECTS/PLANNERS/INTERIORS
745 NORTH STATE STREET
JACKSON, MS 39202-3070
601/948-4601/601/355-6200 FAX

II. PROPOSED FEES

A. Municipal Services Needs Assessment/Masterplan

Hourly Rate, not to exceed Maximum Fee \$20,000.00

B. Optional Services

- 1.) Building Presentation Model.....\$3,500.00 (Per project)
- 2.) 3 Dimensional Colored Rendering.....\$2,000.00 (Per project)

III. ITEMS TO BE PROVIDED BY CITY

- A. Copy of all existing drawings
- B. Topographical Survey with one foot contours and all set back, easement and utility information for any proposed new sites.

IV. REIMBURSABLE FEES:

(Reimbursable Fees are in addition to other Fees)

- 1.) Black and White Copies (8½ x 11)..... \$.15/page
- 2.) Color Copies (8½ x 11)..... \$ 1.50/page
- 3.) Color Copies (11 x 17)..... \$ 2.00/page
- 4.) Out of Town Travel (if required by Client)... \$.30/mile and hourly rate
for time (outside Metro Area)
- 5.) Printing of Drawings..... \$ 1.00/sheet
- 6.) Computer Drawing Plots..... \$ 10.00/sheet
- 7.) Other Items (as Requested by Client)..... \$ Cost x 1.10

V. HOURLY RATES

Principal.....	\$110.00/hour
Engineer.....	\$100.00/hour
Architect/Interior Designer.....	\$ 90.00/hour
Intern Architect.....	\$ 70.00/hour
CADD\Technician.....	\$ 60.00/hour
Construction Administrator.....	\$ 75.00/hour
Clerical.....	\$ 35.00/hour

Note: Needs Assessment Study/Masterplan fees are proposed to be performed at the above hourly rates, not to exceed the maximum fee. If the project work does not require the project number of hours, then the actual fee will be less than the maximum fee.

VI. SCHEDULE

It is anticipated that the following time will be required to provide the proposed services. This can be condensed or expanded depending on the needs of the City, time desired by the City to review and make comments, or the City's schedule

A. Municipal Services Needs Assessment	
Item 1. Needs Assessment Phase	30 - 60 Days
Item 2. Development of Masterplan	60 - 90 Days

Submitted by:

J. Carl Franco, AIA
Principal

JCF:jmp

Architectural Services Proposal
Needs Assessment Study
October 25, 2000
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JH&H, LTD/ARCHITECTS/PLANNERS/INTERIORS
745 NORTH STATE STREET
JACKSON, MS 39202-3070
601/948-4601/601/355-6200 FAX